

# WINNETKA, ILLINOIS

# 2017



## Annual Budget & Capital Improvement Plan

January 1, 2017 - December 31, 2017



Prepared by: Finance Department

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# VILLAGE · OF · WINNETKA

*Incorporated in 1869*

November 15, 2016

Village President  
Members of the Village Council, and  
Village Manager

It is our privilege to present for your review and consideration the 2017 Annual Budget and Capital Improvement Plan. The 2017 Annual Budget and Capital Improvement Plan totals \$72,434,388, an increase of 8.8% compared to the 2016 budget which is mostly due to an increase in capital spending of over \$4 million. The operating budget was put together assuming conservative/achievable revenue estimates for 2017 with an equally conservative operating budget increase of 3.8%. The 2017 Annual Budget and Capital Improvement Plan is balanced and does not rely on the use of fund balance or other one-time revenue sources for operating purposes.

This Transmittal Letter is divided into five sections: 1) Current Environment and Budget Initiatives, 2) Budget Impact on a Resident, 3) Tax Levy Analysis, 4) Explanation of Individual Fund Budgets, 5) Budget Document Structure, and 6) Closing Comments.

## **Current Environment and Budget Initiatives**

The proposed budget reflects the Village's efforts to control operating costs and still meet service level expectations of the community. While the local and national economy continues to improve, municipalities are still cautiously optimistic at the prospect of a full recovery. Local governments throughout Illinois continue to monitor State government activities in Springfield. While a deal was brokered in 2016 that avoided Local Government Distributive Fund (LGDF) reductions, there is a possibility these funds will once again be targeted for reduction in 2017. Nevertheless, we have budgeted for these revenues at the 100% level, but have the financial capacity to withstand reductions that may arise during the course of the year.

In addition to the potential reduction of State revenues, there has been a legislative intent to implement a property tax freeze. Property taxes account for about half of General Fund revenues. The Village has historically relied on new development in the tax base, as well as 1% to 3% growth from inflation as new revenue. The additional property taxes have been approximately equal to the Village's increased operational costs for salaries, pensions, health insurance, and operating supplies. Going forward, and in future years, should the State implement a property tax freeze, the Village will need to make significant revenue and expenditure decisions to ensure a balanced operating budget.

2017 is also a significant period related to the Village's utility funds. During 2016, two major studies were undertaken to evaluate the rate structure and capital improvement needs of the electric and water utilities. The electric utility requires substantial capital investment in the next five years in order to preserve the reliability and safety of the Electric Plant and distribution system. Similarly, the water utility is facing challenges related to aging infrastructure; many of the Village's water mains currently in service are from the early 1900's. Both of these studies recommend revisions to the current rate structure in order to fund ongoing capital improvements. At the time of the budget publication, the Village Council is still providing policy direction related to these items. Consequently, staff has prepared a budget utilizing a 4% increase to electric and water rates for 2017, subject to further revision based on Council direction. This increase is sufficient to fund projected capital improvements in these funds for 2017.

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Also on the radar for policy direction in 2017 are the sanitary sewer and refuse utilities. In mid-2016, the Village Council reestablished the sanitary sewer backup reimbursement program. This program is expected to cost the Village \$100,000 in both FY 2016 and FY 2017 and \$50,000 in each year thereafter. As the funding for this program comes from the Sanitary Sewer Fund, the Village must be cognizant of the future capital requirements of the system and consider annual rate increases accordingly. Separately, there continues to be ongoing consideration of how best to manage the future of the Refuse Fund, which operates with revenues from property taxes and an annual General Fund transfer. Imminent 2018 capital equipment needs for the refuse utility make it necessary to consider operational and service delivery alternatives and implement service fees increases for 2017<sup>1</sup>.

Stormwater management and mitigation is also an important policy goal of the Village Council. When work on the Willow Road stormwater tunnel was suspended in late 2015, the Village engaged Strand Associates to evaluate the potential for engaging in comparatively reduced-scale, neighborhood projects and directing stormwater to the west and southwest rather than into Lake Michigan. Additionally, there is a focus on the ‘tree streets’ and south of Willow Road in trying to determine how to convey stormwater from those flood-prone areas. Strand is still in the process of compiling options for the Village to consider, but the proposed budget has included \$3,230,000 in funding for to-be-determined engineering and construction projects related to stormwater management in the 2017 capital improvement plan.

Finally, the Village continues to face challenges with maintaining the ever-increasing contributions to its two public safety pension plans. Due to updated actuarial determinations and upon recommendation from the Village’s actuary, the unfunded liability calculation on both funds has been set to 20 years and fully funding both the Police and Fire Pension funds at 100% by 2037. Illinois Public Act 096-1495 requires public safety pension plans to be 90% funded no later than 12/31/2040. Please see the appendix section for more information about the Village’s pension plans.

Below is a summary of the 2017 budget with comparative data from the 2016 budget. Operational revenues have increased 6% or \$3,600,996 from the 2016 budget. This is the result of 1) electric, water, refuse, and sanitary sewer revenues increasing 7%<sup>2</sup>, or \$1,660,411, 2) interest earnings from the BMO Global Asset investment fund (\$357,021), 3) a federal grant in the Motor Fuel Tax fund for road improvements in the amount of \$320,000, and 4) an increase in building permit revenue totaling \$201,934, or 10%.

Even though revenues have increased, the Village strives to keep expenditure increases at manageable levels. Full-time Village employees will receive a cost of living adjustment (COLA) of 2.5% on January 1<sup>st</sup>, 2017, maintaining parity with our Fire and Police collective bargaining agreements, which run through 2018. The budget also reflects the changes to our pay plan, as some employees are eligible for step increase as well as our Merit Program. To that effect, regular full-time and part-time wages are up \$570,312, or approximately 4%.

With respect to benefits, health and dental insurance is up approximately 9% (6.7% health, 2.3% dental), or \$226,700, across our full-time employee population. Staff intends on introducing a high-deductible health plan during 2017 for the 2018 benefit period. Pension contributions for Police and Fire have increased, while IMRF contributions have remained flat, due to a decrease in our employer contribution rate by approximately 1% for 2017. The Village contribution to the Police Pension Fund has increased by 10%, or \$130,833, while the Village contribution to the Fire Pension Fund has increased 18%, or \$266,663 due to actuarial determinations.

To help manage the personnel and benefit increases, operational expenses such as supplies and contractual services were held steady, and in some departments, reduced. There are two scheduled operational transfers out of the General Fund including an annual transfer of \$550,000 to the Refuse fund and \$75,000 to fund capital improvements in the Business District Revitalization Fund. Overall Village capital spending has increased on account of utility improvements and placeholders for pending stormwater projects.

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1 Fee adjustments include a 10% increase in commercial rates, a 10% increase in refuse stickers, and a \$10/month residential service charge.

2 Revenue increase includes anticipated IEPA loan for the Water Fund in the amount of \$1,000,000.

The table below lists the overall fiscal year 2017 budget breakdown, including all operating revenues, expenditures, and capital outlay.

Village of Winnetka  
Summary of Operating Revenues, Expenditures, and Capital

	2016 Budget	2016 Estimate	2017 Budget	Budget to Budget Change	
				%	\$'s
Operating Revenues	\$ 61,582,307	\$ 61,344,540	\$ 65,183,303	5.8%	\$ 3,600,996
Operating Expenditures	\$ (55,603,935)	\$ (54,490,627)	\$ (57,712,292)	3.8%	\$ 2,108,357
Net Operating Income	\$ 5,978,372	\$ 6,853,913	\$ 7,471,011		
Capital	\$ 8,422,546	\$ 6,152,572	\$ 12,467,096	48.0%	\$ 4,044,550

Staffing has been reduced from 169 full-time employees in 2000 to 161.70 FTEs in 2016 (152 full-time, 20 part-time). In 2016, a vacant position in the Finance Department was moved to the Village Manager’s Office and filled by a Human Resources Generalist. This individual is responsible for internal HR activities and benefits coordination and reports to the Assistant Village Manager. The 2017 budget proposes to convert the part-time Economic Development Coordinator to a full-time position and adds a transitional Electric Plant employee as discussed previously. In late 2016, there was a reorganizing in the Village Manager’s Office which moved 1.6 FTEs from the Finance Department to the Village Manager’s Office. This transition will show an increased personnel budget in the Village Manager’s Office and an offsetting reduction in the Finance Department. Additionally, the Public Works Department and Water & Electric Department have proposed adding part-time positions for summer help, including laborers and engineering interns.

The 2017 budget represents the third full year utilizing New World financial software. The Village continues to expand on the functions and capabilities of the software. As staff utilizes more of the software, how certain expenses are charged is evolving and may be somewhat different than in previous years.

**Budget Impact on a Resident**

The Village uses two primary metrics to evaluate finances as they relate to our residential customers: 1) estimating how the budget will change a customer’s costs and 2) measuring property tax increases over long periods of time. For 2017, we estimate a typical residential customer will pay 3.6%, or \$271 more, for municipal services as the following increases are incorporated in the 2017 budget: electric rates 4% (\$98), water rate 4% (\$36), sanitary sewer charges 5% (\$17), and refuse charges (\$120). The fiscal year 2017 budget proposes a 1.2% tax levy increase, but as 1.2% new development is assumed, residents will not see any increase in the Village’s share of their property tax bill. This maintains the Village’s commitment of adhering to tax cap policy for non-home rule communities, even though the Village is home rule.

Following is the calculated budget impact on a typical resident, based on an assumed \$25,000 property tax bill for all taxing districts (tax year 2016) and typical utility use.

**Homeowner Impact Analysis  
Select Taxes and Fees**

	2016	2017	Change	
			\$'s	%
Village Property Taxes *	\$ 3,263	\$ 3,263	\$ -	0.0%
Electric **	\$ 2,460	\$ 2,558	\$ 98	4.0%
Water **	\$ 895	\$ 931	\$ 36	4.0%
Sanitary Sewer **	\$ 333	\$ 350	\$ 17	5.0%
Refuse (\$10 monthly residential charge)	\$ -	\$ 120	\$ 120	---
Stormwater Utility Fee	\$ 262	\$ 262	\$ -	0.0%
Telecommunications Tax	\$ 60	\$ 60	\$ -	0.0%
Natural Gas Tax	\$ 80	\$ 80	\$ -	0.0%
Licenses (2 cars & Dog)	\$ 90	\$ 90	\$ -	0.0%
<b>Total Taxes and Fees</b>	<b>\$ 7,443</b>	<b>\$ 7,714</b>	<b>\$ 271</b>	<b>3.6%</b>

\* Assumes \$25,000 property tax bill with a 13.05% Village portion.

\*\* Based on 4.0% increase in electric and water rate and 5.0% increase in sanitary sewer rate.

**Tax Levy Analysis**

Because Winnetka is largely a residential community without a large commercial tax base, the Village relies significantly on local property taxes to pay for traditional municipal services. Below is how each dollar paid in property taxes during calendar 2016 was allocated among the taxing districts, with the Village receiving 13 cents of every dollar paid.



The following chart depicts typical property tax growth in the community for property tax years 1997 to 2015 (payable in 1998 to 2016, due to the one year lag in payment). The initial property tax bill is set at \$15,000 in 1997 and is estimated to have grown to \$29,701 by tax year 2015, based on a home valued at \$750,000. With these assumptions, the typical homeowner would have seen a 50% increase in the Village portion of property taxes over this time frame, relatively equal to the 18 year increase in the consumer price index (CPI) of 49.5% for the same period. This typical taxpayer would have experienced a 98% overall increase in property taxes, as all but one of the other taxing districts have had larger percentage increases than the Village.

**Home value of \$750,000 in 1997 equates to \$997,500 in 2015**

	1997 *			2015 **			Increase in Taxes Paid	% Change
	Tax Rate	Taxes Paid	%	Tax Rate	Taxes Paid	%		
Winnetka Public Schools	2.723	\$4,751	31.67%	3.542	\$11,410	38.42%	\$6,659	140.2%
New Trier High School	1.967	\$3,432	22.88%	2.380	\$7,667	25.81%	\$4,235	123.4%
Village of Winnetka	1.481	\$2,584	17.23%	1.203	\$3,875	13.05%	\$1,291	50.0%
Cook County	1.028	\$1,794	11.96%	0.655	\$2,110	7.10%	\$316	17.6%
Winnetka Park District	0.445	\$776	5.17%	0.419	\$1,350	4.55%	\$574	74.0%
Water Reclamation District	0.451	\$787	5.25%	0.426	\$1,372	4.62%	\$585	74.3%
All Others	0.502	\$876	5.84%	0.595	\$1,917	6.46%	\$1,041	118.8%
<b>Total</b>	<b>8.597</b>	<b>\$15,000</b>	<b>100%</b>	<b>9.220</b>	<b>\$29,701</b>	<b>100%</b>	<b>\$14,701</b>	<b>98.0%</b>
Consumer Price Index - U	158.200			236.525	18 Year Increase in CPI >>		49.5%	
CPI Index (December, 18 years)	1997			2015				

\* 1997 Property taxes paid in March and August 1998.  
 \*\* 2015 Property taxes paid in March and August 2016.

Because of the one year delay between the levy and receipt of tax funds, the 2017 budget will be funded by the 2016 property tax levy. The proposed 2016 property tax levy is anticipated to capture new development (estimated at 1.2% of the tax base). While individual homeowners will experience changes due to their assessment and that of other properties in the community, the Village’s property tax levy on those properties will is being held flat for the third year in a row.

The supplemental information section of this document (Tab 19) contains historical and projected property tax levy information.

**Explanation of Individual Fund Budgets**

**General Fund:**  
**Fund Balance (in millions)**



The General Fund is used to account for most traditional municipal services, including police, fire, public works, and administrative functions. The projected December 31, 2016 fund balance of \$19,804,578 million is within the policy target range (6 months of operating expenses). Sufficient cash balances are needed to serve as a buffer for unexpected items (such as late property tax receipts), shared revenue reductions or interruptions from the State of Illinois, fund significant non-routine capital expenses (stormwater projects, downtown revitalization, facilities, etc.), allow for inter-fund borrowing, and serve as an asset that could be used to satisfy pension liabilities. Given the current economic environment, Council policy has indicated a preference for the General Fund balance to remain above \$11 million. The 2017 policy threshold is \$11,434,225 based on budgeted operational expenditures.

Winnetka has an estimated fund balance reserve policy that reflects the conservative nature of the Village. The Village does not issue debt except for financing major capital improvements. Reserves allow the Village to sustain financial shocks similar to those listed above without needing to seek outside financing. The Village has, at times, used General Fund balances for major capital projects, such as the Public Works Facility, Village Hall renovation, and to seed the stormwater utility (\$8.2 million). What makes Winnetka different from other municipalities is that we do not have a dedicated equipment replacement fund to pay for capital equipment needs, as the Village plans and funds these purchases well in advance. Consequently, without significant General Fund reserves, the Village would need to fund these projects in a different way. Finally, a healthy fund balance helps to maintain the Village's Aaa bond rating and allows us to be in a financial position to self-insure risks.

### Summary of Revenue and Expenditure Changes:

The 2017 General Fund revenues and transfers (payment in lieu of taxes) are budgeted at \$25,229,961, up 4%, or \$720,062, from the prior budget. The increase is primarily due to a tax levy increase of 1.2% (new growth), or \$173,003 (all of which to account for increased public safety pension funding), adding back in 25% of the LGDF that was removed in 2016 (\$207,020), permit revenue (\$201,934), and interest earnings (\$113,532). General Fund operating expenses (excluding capital) are budgeted at \$22,868,449, up 4%, or \$909,410. Noteworthy revenue changes are displayed below:

Significant Revenue Sources	Change
Tax Levy	\$ 173,003
Permit revenue	\$ 201,934
State income tax share (LGDF)	\$ 207,020
BMO Global interest earnings	\$ 113,532
<b>Total</b>	<b>\$ 695,489</b>

Following is a summary of General Fund operating expenses by department.

General Fund Operating Expenses (in thousands dollars)	Actual FYE 12/31/15 A	Budget Cal. 2016 B	Estimated Cal. 2016 C	Budget Cal. 2017 D	Dollar Change D - B	% Change D v B
Administration	\$ 2,943,603	\$ 3,044,649	\$ 2,814,126	\$ 3,257,948	\$ 213,299	7.0%
Police	\$ 6,591,923	\$ 7,076,529	\$ 7,105,694	\$ 7,514,176	\$ 437,647	6.2%
Fire	\$ 5,234,210	\$ 5,544,047	\$ 5,521,676	\$ 5,824,864	\$ 280,817	5.1%
Comm. Development	\$ 1,465,060	\$ 1,547,298	\$ 1,430,793	\$ 1,518,246	\$ (29,052)	-1.9%
Public Works	\$ 3,865,427	\$ 4,046,320	\$ 3,967,686	\$ 4,128,215	\$ 81,895	2.0%
Transfers	\$ 1,250,000	\$ 700,196	\$ 700,196	\$ 625,000	\$ (75,196)	-10.7%
<b>Operating Expenses</b>	<b>\$21,350,223</b>	<b>\$ 21,959,039</b>	<b>\$ 21,540,171</b>	<b>\$22,868,449</b>	<b>\$ 909,410</b>	<b>4.1%</b>

Most of the increases in the individuals departments are a result of wage increases, as well as funding pension and health insurance increases. With \$75,196 less in budgeted transfers out of the General Fund during fiscal year 2017, cash operating income (before capital) changes from \$2,550,860 in 2016 to \$2,361,512 in 2017, a reduction of \$189,348, or 7%. However, even though operational income is down slightly, the capital expenditure drawdown in the General Fund is reduced 5.9% (excluding contingency), or \$153,002 less in 2017 than in 2016, so the General Fund net income from 2016 to 2017 is about the same.

It is important to note that the fund balance of the General Fund will not be drawn down for operational expenditures in the 2017, reflecting the Council’s desire for conservative financial planning.

The chart below outlines the net operating income for the General Fund.

	2015 Actual	2016 Budget*	2017 Budget*	Budget to Budget Change	
				%	\$'s
Operating Revenues	\$ 24,801,316	\$ 24,509,899	\$ 25,229,961	2.9%	\$ 720,062
Operating Expenditures	\$ (21,350,223)	\$ (21,959,039)	\$ (22,868,449)	4.1%	\$ 608,816
Net Operating Income	\$ 3,451,093	\$ 2,550,860	\$ 2,361,512		
Capital	\$ (3,021,339)	\$ (2,733,002)	\$ (2,580,000)	-5.6%	\$ (153,002)
Net Change in Fund Balance	\$ 429,754	\$ (182,142)	\$ (218,488)		

\*Contingency of \$300,000 in FY 2017/\$250,000 in FY 2016 is excluded from budgeted totals.

### Regular Capital Outlay:

In a normal year, the Village will budget \$2.5 million to \$3.5 million in the General Fund for regular capital investment in items like roadways, equipment, and vehicle replacements. Due to scheduling, bidding, and budgeted contingencies, the Village usually spends 70% to 80% of the capital budget in a given year.

For 2017, General Fund capital outlay is budgeted at \$2,580,000 and consists of the following noteworthy projects: streets and sidewalks (\$1,350,000) and a parking lot rehabilitation project (\$450,000). These two items account for \$1,800,000, or 70%, of the dollars budgeted for capital projects in the General Fund. Other significant projects or equipment replacements include a radio communications system upgrade for the Police Department and (\$250,000) and a scheduled replacement of a Public Works truck (\$195,000).

### Transfers Out:

The General Fund makes transfers to the Refuse Fund to financially support trash collection operations. In addition, the General Fund transfers dollars to pay for capital projects that do not have a dedicated revenue stream. In 2017, there is only one transfer of this nature, which will be into the Downtown Revitalization Fund, helping to fund the cost of implementing the Downtown Master Plan recommendations. The chart below shows recent General Fund transfers.

General Fund Transfers	Actual	Budget	Budget
	2015	2016	2017
Refuse Fund	\$ 550,000	\$ 550,000	\$ 550,000
Fleet Services	\$ 250,000	\$ -	\$ -
Village Facilities Fund	\$ 150,000	\$ -	\$ -
Business District Revitalization	\$ 300,000	\$ 150,000	\$ 75,000
	\$ 1,250,000	\$ 700,000	\$ 625,000

### Motor Fuel Tax Fund:

The Village finances bridge repairs and major road projects from this fund. In addition to our annual budgeted state allotment of motor fuel tax funds, the Village is expecting to receive a \$320,000 grant. Planned 2017 expenditures consist of Cherry Street and Oak Street bridge deck repair and painting (\$400,000) and the Green Bay and Elm traffic signal (\$300,000).

**Capital Projects Funds (Village Facilities, Business District Revitalization, Special Service Areas):**

The Village establishes separate capital project funds for specific projects not financed through regular operations. The 2017 Village Facilities Fund budget will complete the Village Hall renovation project by installing storm windows (\$250,000) and improving the Village Hall basement drainage system. At the conclusion of 2017, the fund balance in the Village Facilities Fund will be approximately \$50,000. As there are no projects currently scheduled past 2017, no transfers from the General Fund are budgeted in the five year capital plan.

The Business District Revitalization Fund (12/31/15 fund balance of \$437,883) is funded by transfers from the General Fund. Projects funded in 2017 total \$470,000 and include improvements associated with recommendations derived from the Downtown Master Plan, which was completed in 2016, including Spruce St./Chestnut St. Gateway Streetscape (\$75,000), the realignment of Merrill Street (\$75,000), and installation of Business District wayfinding signage (\$65,000). More information about the Business District Revitalization Fund initiatives can be found in the Budget Narrative Section and in the Capital Plan.

The Village has three active special service areas (#3, #4, and #5) covering local improvements to roads and storm sewers. Property taxes from these special assessments are not included in the overall property tax analysis, as they are only paid by a small portion of the community for specific local improvements benefitting those homes. In tax year 2016 (collected in 2017), special services areas #4 and #5 will not be levied, as their payback is complete. These two special service areas will be formally closed by Council action at the time of budget approval.

**Utility Funds (Electric, Water, Sanitary Sewer, Refuse, and Stormwater):**

The Village operates utility funds that generate revenues to pay for operating and capital needs. Utility-enterprise funds use accounting similar to that used in the private sector where charges for utilities fully support these operations. User rates are charged based on a “cost-of-service” model and a review of the marketplace. The following revenue and expense summary indicates that operating revenues are approximately equal to operating expenses.

	Electric Fund				%	Water Fund				
	Actual FYE 12/31/2015	Est. FYE 12/31/2016	Budget FYE 12/31/2017			Actual FYE 12/31/2015	Est. FYE 12/31/2016	Budget FYE 12/31/2017	% E to B	
Operating Revenues	\$ 15,841,541	\$ 15,409,732	\$ 16,046,477		4.1%	\$ 3,572,208	\$ 3,791,715	\$ 4,678,337		23.4%
Operating Expenses	\$ (14,138,799)	\$ (14,708,862)	\$ (14,748,548)		0.3%	\$ (3,118,829)	\$ (2,866,897)	\$ (3,492,844)		21.8%
Op. Income (Loss)	\$ 1,702,742	\$ 700,870	\$ 1,297,929			\$ 453,379	\$ 924,818	\$ 1,185,493		
Unit Sales	122	121	121		0.0%	0.88	0.95	0.91		-4.2%
	Million kWhrs					Billion Gallons				

	Sanitary Sewer Fund				Refuse				Stormwater Fund			
	Actual FYE 12/31/2015	Est. FYE 12/31/2016	Budget FYE 12/31/2017	% E to B	Actual FYE 12/31/2015	Est. FYE 12/31/2016	Budget FYE 12/31/2017	% E to B	Actual FYE 12/31/2015	Est. FYE 12/31/2016	Budget FYE 12/31/2017	% E to B
Operating Revenues	\$ 953,142	\$ 1,110,500	\$ 1,100,329	-0.9%	\$ 2,165,966	\$ 2,192,545	\$ 2,694,047	22.9%	\$ 3,780,859	\$ 2,030,000	\$ 2,061,551	1.6%
Operating Expenses	\$ (646,603)	\$ (841,242)	\$ (999,917)	18.9%	\$ (2,294,364)	\$ (2,352,404)	\$ (2,369,361)	0.7%	\$ (965,843)	\$ (1,830,754)	\$ (1,941,387)	6.0%
Op. Income (Loss)	\$ 306,539	\$ 269,258	\$ 100,412		\$ (128,398)	\$ (159,859)	\$ 324,686		\$ 2,815,016	\$ 199,246	\$ 120,164	

### **Electric Fund:**

During the budget process, the Electric Fund is currently undergoing a rate study. Staff has not fully completed the study and received Council policy direction on the study's proposed rate structure, but initial adjustments are necessary in order to maintain the level of capital investment required to keep the system strong and functional into the foreseeable future.

While the recommendations in the study are forthcoming for Council consideration, staff is recommending that 2017 electric rates be increased by 4% in order to offset operating needs and capital expenditures in 2017. The cash flow analysis included within this budget document does not factor in any rate increases for 2018-2021, pending Council direction.

The Village continues to balance the need to recover its costs for wholesale power, operating needs, and capital expenditures with the desire to have reasonable electric rates. The Village purchases wholesale power through the Illinois Municipal Electric Agency (IMEA), which is a long-term supplier of power to participating Illinois municipal electric utilities. This protects the Village from supply concerns and the on-going fluctuations of the spot market.

It will be a continuing challenge to keep electric rates at a minimum given projected increases in the Village's wholesale power costs, high service levels, and significant capital improvement plans over the next five years, including fire protection at the Electric Plant and distribution facilities, as well as a new substation transformer for the electric system. Finally, as the Electric Fund revenues are impacted by the variability of the weather, the fund will need to be carefully monitored each year.

### **Water Fund:**

Like the Electric Fund, the Water Fund is also undergoing a rate study concurrently with the budget process. Significant capital investment is required to maintain the Village's water distribution system, as there are many aging water mains that will require replacement. In September, 2016, the Council issued initial policy direction that favored rate increases less than what the rate study consultant recommended. Consequently, staff is proposing a water rate increase of 4% for residential and unincorporated customers in order to cover 2017 capital expenditures. The two proposed water main projects are matched to road projects in order to reduce project costs. The Council will have the ability to provide further policy direction or recommend other rate adjustments during 2017.

### **Sanitary Sewer Fund:**

The charge for sewer services is proposed to increase 5% in 2016 from \$14.51 to \$15.23 per 1,000 cubic feet. In late 2016, the Village Council reestablished the sanitary sewer backup reimbursement program, which had been defunded in 2013. This program is expected to cost \$400,000 between 2016 and 2021. These costs were not taken into consideration in the cash flow analysis of the Sanitary Sewer Fund over the past several years. In addition to the scheduled Village-wide capital improvements to the sanitary sewer system, the amount required for the backup reimbursement program will impact fund balance. It is recommended that the Council evaluate this fund by taking a holistic look at rates and pricing structures within the next two to three years.

### **Refuse Fund:**

The 2017 operating transfer from the General Fund is \$550,000, as has been past funding practice. The Refuse Fund also receives a direct portion of the Village tax levy in the amount of \$1,100,000. Competitive commercial refuse rates have been maintained, as has the optional second weekly residential collection charge of \$25 per month. Uniquely, the Refuse Fund has on its books a \$928,000 post-closure landfill liability. This liability represents an estimate of potential post-closure costs related to the Village's landfill over the next 15 years. However, because the post-closure costs will be paid out in the future, it is not projected to be a significant use of cash for the next five years.

The refuse utility is a policy item the Village Council’s continues to evaluate. Going forward, it is necessary to analyze the current business model and consider alternatives. Public Works staff will be bringing options for the Council to consider in the near future. For 2017, however, immediate fund cash balance stabilization measures will be implemented including a 10% increase in commercial collection rates, a 10% increase in the price of refuse stickers, and a \$10 monthly base charge for residential collections.

**Stormwater Fund:**

The Village began billing property owners for stormwater utility service effective July 1<sup>st</sup>, 2014. Customers are billed for this charge based on the amount of impervious surface on their property, which is calculated as an Equivalent Runoff Unit (ERU). All properties with impervious surface above 170 square feet pay the stormwater utility fee, including residential, commercial, non-profit, governmental, and all other property types. A typical residential property has approximately 1.0 ERU.

The stormwater utility fee is billed on a customer’s regular utility bill. The annualized cost of 1.0 ERU is \$262, or \$21.83 per month. This amount not only funds capital expenditures, but also operation and maintenance of existing stormwater infrastructure. There is no change to the stormwater utility fee projected for 2017 at this time.

The Stormwater Fund is the only one of the Village’s operating units with outstanding General Obligation (GO) debt. Bonds were issued in 2013 and 2014 to help pay for capital improvements associated with the Stormwater Master Plan, including improvements to neighborhoods in Northwest and Northeast Winnetka. Current outstanding debt is listed in the table below:

Issuance Year / Purpose	Repaid by:	Par Amount	Par Outstanding 1/1/2016	Final Maturity	Interest Rate
2013 Stormwater Improvements	G.O. Debt anticipated to be repaid with stormwater utility revenues	\$ 9,000,000	\$ 7,645,000	12/15/2046	4.14%
2014 Stormwater Improvements	G.O. Debt anticipated to be repaid with stormwater utility revenues	\$ 7,500,000	\$ 7,500,000	12/15/2043	4.60%
Total		\$16,500,000	\$ 15,145,000		

In 2015, the Village retained Strand Associates to develop an alternative study for western and southwestern Winnetka. In addition to various initiatives already scheduled for 2017 such as the Sheridan Road Ravine Stabilization (\$275,000) and Boal Parkway Pump Station (\$580,000), Strand continues to refine concepts and phasing alternatives with the Council.

The proposed budget includes funds for stormwater projects in 2017 and funds that will be applied to areas of the Village the Council decides to focus on during 2017.

**Insurance Funds (Workers' Compensation, Liability, and Health Insurance):**

Below is a summary of the Workers' Compensation, Liability, and Health Insurance Funds.

	<b>Worker's Compensation</b>			<b>Liability Fund</b>			<b>Health Insurance</b>		
	Actual FYE 12/31/2015	Est. FYE 12/31/2016	Budget FYE 12/31/2017	Actual FYE 12/31/2015	Est. FYE 12/31/2016	Budget FYE 12/31/2017	Actual FYE 12/31/2015	Est. FYE 12/31/2016	Budget FYE 12/31/2017
Inflows	\$ 530,705	\$ 559,992	\$ 552,463	\$ 1,647	\$ 15,500	\$ 27,965	\$ 3,329,565	\$ 3,315,725	\$ 3,823,603
Outflows	\$ (940,942)	\$ (448,000)	\$ (698,000)	\$ (269,727)	\$ (255,000)	\$ (396,450)	\$ (3,443,904)	\$ (3,330,972)	\$ (3,801,434)
Cash-Flow	\$ (410,237)	\$ 111,992	\$ (145,537)	\$ (268,080)	\$ (239,500)	\$ (368,485)	\$ (114,339)	\$ (15,247)	\$ 22,169

\* Liability fund contributions were suspended for 2012, 2013, 2014, 2015, and 2016 based on good loss experience.

The insurance funds' revenues consist largely of user department charges and interest income. In terms of cash balances, all funds can meet operating needs. Because of the uncertainty in self-funding these risks, these insurance funds have appropriate expense contingencies. The Village expects to have lower losses than provided for in the budget, which usually results in actual expenditures being significantly below budget.

Projected expenses are based on an analysis of claims, administrative costs, and stop loss insurance costs. The Village's self-insured retention amounts per claim as of January 1<sup>st</sup>, 2016 are: \$100,000 for health, \$250,000 for property, \$600,000 for worker's compensation, and \$2,000,000 for general liability risks. The Village purchases commercial insurance for select exposures when it is cost effective.

While the Worker's Compensation fund balance is below the desired level, the Village has one existing claim from 1977 with a long expected payout. There is adequate cash in the fund to meet projected payments on a cash-flow basis.

The Village annually reviews reserve targets for these funds, taking into account recent loss history, the commercial insurance market, outstanding claims, reserves and the Village's home-rule status. The fund balance information later in the budget indicates that as a group, there are adequate reserves for the Village's self-insurance funds. As of the 2015 audit, there was a total of \$4,760,868 of fund balances versus a minimum policy target of \$3,731,961. Because of the Village's substantial deductible (up to \$2,000,000 in some cases), large reserves are prudent for these funds.

**Data Processing and Fleet Services Funds:**

The Data Processing Fund finances the Village's computer network. Historically, Data Processing expenditures have been under budget, as there are some contingency funds available for software upgrades. In 2016, Finance and Data Processing staff introduced an information technology asset replacement program, which is included in this budget document.

The Fleet Services Fund accounts for maintaining the Village's rolling stock and some equipment. The actual cost of buying equipment is borne by the user departments. User fees for equipment are assessed based on a four-year rolling average of historical costs, with some limitations imposed for stability purposes.

## **Police Pension, Fire Pension, and Illinois Municipal Retirement (IMRF) Funds:**

The pension funds accumulate large investment portfolios to fund the Village's three defined benefit pension plans. The police and fire pension investments and benefits are administered by our locally established Boards, as required by State law. IMRF is a state-wide pension system for all full-time, non-public safety employees. IMRF centrally manages investments and benefit administration, and it charges each participating entity an annual contribution rate, based largely on their demographics and IMRF's investment results. For FY 2017, the Village's contribution rate will be 13.57%, down from 14.34% in FY 2016.

The proposed 2016 police and fire pension property tax levy, covering 51 active sworn public safety employees, totals \$3,169,840 (or \$62,000 per employee). This reflects an increase of 13% from the previous levy year. The 2016 Village expense for IMRF pensions (exclusive of Social Security) for the remaining employees totals \$1,388,674 (or about \$14,000 per employee).

The increase in the Police and Fire pension contributions is markedly higher in 2017 for two reasons. First, the Village retained a new actuary to conduct the 1/1/16 actuarial study of both funds as the previous long time actuary retired. The new actuary utilized an updated mortality table which calculated a higher likelihood of public safety personnel living longer. Second, the investment earnings in 2015 did not achieve the conservative 6.25% each fund expects to receive. It was a poor year for the market overall and our pension funds felt the impact of those market forces.

To help mitigate what would have been a large FY 2017 funding requirement, the Village elected to adjust the amortization period to fund both public safety pension funds to a fully-funded level. Upon recommendation from the actuary, the Village set the amortization clock to 100% funded in 20 years effective with the 2016 tax levy (payable in 2017). This election has smoothed out the tax levy increase for the benefit of our residents while still putting the public safety pension funds on track to being 100% funded in 2037, prior to the state mandated deadline of 90% funded by 12/31/2040, per Public Act 096-1495. The appendix section of the budget document reviews pension assets and unfunded liabilities as well as provides a comparison of the Village's public safety pension plans to funding levels of plans in neighboring communities.

Below is a summary of assets and liabilities, by pension plan, as of 12/31/2015.

Pension Funding Summary  
(in millions of dollars)

	Assets	Liabilities	Funding Shortfall	% Funded
Police	\$ 25,257,502	\$ 41,529,135	\$16,271,633	61%
Fire	\$ 23,597,597	\$ 42,320,232	\$18,722,635	56%
IMRF *	\$ 66,416,961	\$ 77,515,945	\$11,098,984	86%
	\$115,272,060	\$ 161,365,312	\$46,093,252	71%

\* Includes annuitized amounts for existing retirees of \$35.2 million.

## **Budget Document Structure**

Staff is proud to present a revised budget document substantially compliant with the Government Finance Officers Association (GFOA) Distinguished Budget Award. The Village intends to submit for this award after the budget is formally approved in December, 2016. Readers will notice updated and more aesthetically pleasing narrative sections along with a significantly revised Capital Improvement Plan.

Closing Comments

The proposed budget continues the Village's long standing practice of controlling operating costs while investing in capital to repair and enhance the Village's aging infrastructure. For 2017, a typical resident will pay \$7,714 for Village services, a \$271, or 3.6% increase.

The budget initiatives will allow the Village to make progress on many fronts, including rehabilitating the infrastructure of the electric and water utilities, additional stormwater management projects to reduce flooding, aggressive downtown redevelopment, and continued improvement of the Village's human capital.

The Village is fortunate to have made good long-range financial decisions in the past. Due to operational efficiencies, we have made staffing reductions when able over the past 10 years. We have constrained property tax and other revenue growth to keep the cost of services roughly in line with inflation, unlike many taxing districts.

At this point in time, the Village has the opportunity to make major investments to modernize our infrastructure, such as electric, water, and stormwater improvements, which may significantly improve our resident's quality of life and property values. Additionally, the Village should continue making investments in our other infrastructure, such as our sanitary sewer utility and evaluate the future of the refuse utility.

Winnetka is an exceptional community in many respects. With continued sound management, solid long range planning, adequate resources, and a strong personal commitment from all involved, we are excited about making an already outstanding community even better.

Respectfully submitted,



Timothy J. Sloth, CPA  
Director of Finance



Nicholas A. Mostardo  
Assistant Director of Finance

# VILLAGE OF WINNETKA

## DEPARTMENT BUDGET NARRATIVES AND DETAIL

### Introduction

The Village of Winnetka's budget is largely a planning document. It charts the course for the Village for the next fiscal year and beyond. Though formally approved by the Village Council in December of each year, the budget is a living document, and the Village's historically strong financial position has allowed the Village Council to respond to resident needs throughout the year, even if those needs were not originally anticipated during the budget process.

### Goals and Objectives

The budget document is also an educational tool for residents and stakeholders in better understanding how the Village operates. One of the core sections of the budget document is the department narrative section that reviews the goals, objectives, and performance of each fund and department. Each goal that is included in the subsequent narratives can be tied back to one or more of the Village-wide goals listed below:

**Provide for the public health, safety, and welfare of the Winnetka community.**

**Protect the natural environment, maintain our assets, and improve our critical infrastructure, including strategies for flood reduction.**

Sustain responsible financial management of taxpayer monies and the Village's assets in the near and far term.

**Revitalize the Village's three business districts through thoughtful community planning and redevelopment of key Village-owned sites.**

**Communicate and engage with our stakeholders in a manner that is accessible, timely, and thorough.**

**Collaborate and promote program and service delivery that is efficient, effective, and in-line with our Village priorities.**

Throughout the course of the department budget narratives, readers should come to understand the distinct department goals that contribute to the Village's overall goals. One of the primary purposes of the narratives is to familiarize a reader with both current year goals and goals for the subsequent fiscal year. Like the budget document, goals are fluid and can be modified during the fiscal year to respond to pressing and imminent conditions within the community.

It is also important that readers are familiar with the goal-related terminology utilized in the narrative sections. The important definitions are highlighted below:

**Department Objective** – A measurable outcome that is the culmination of one or more actions steps.

**Action Step** – A non-abstract milestone in the completion of a goal.

**Accomplishment** – An outcome positively affecting a department process which can be tied to a goal or achieved organically.

**Timeframe** – The anticipated date of completion for a goal or individual action step.

**Completion Status** – For current year goal review, the Village uses four operators to define end-of-year completion status:

**Complete** – The goal will be fully completed and implemented by the end of the current fiscal year.

**In Progress** – The goal has been started in the current fiscal year and will actively continue into the next fiscal year.

**Ongoing** – The goal is included as part of a broader improvement and will be ongoing into the foreseeable future.

**Deferred** – The goal was scheduled to be started and completed in the current fiscal year, but operational processes (e.g. staff capacity, weather conditions, etc.) prevented it from being started. The goal will be accomplished in a subsequent fiscal year.

Each goal and action step is compiled by department leadership annually and included with the annual budget. Throughout the year, each department will periodically review their goals and adjust timeframes if necessary. Ongoing strategic planning with the Village Council also influences adjustments to departmental goals.

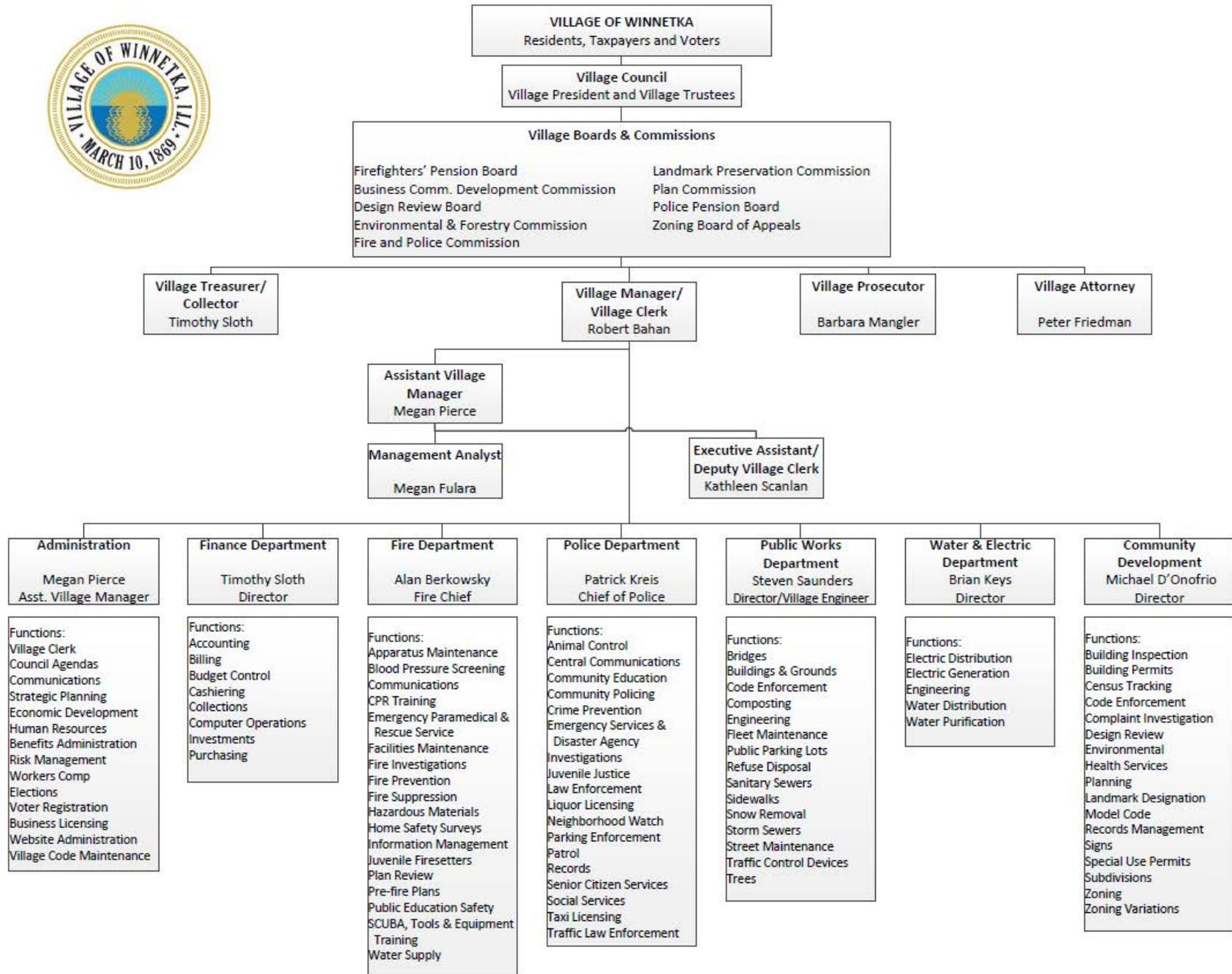
*Village Organizational Structure*

The Village of Winnetka budgets revenues and expenditures on a fund basis of accounting. Within the General Fund are nested departments with distinct operational purposes; some departments are further subdivided by division. Some department heads administer multiple funds, as illustrated in the table below.

Fund	Department	Department Head Responsible for Administration
<b>General Fund</b>	Public Affairs Department Village Manager’s Office	Village Manager, Assistant Village Manager Village Manager, Assistant Village Manager
	Finance Department	Finance Director
	Police Department	Police Chief
	Fire Department	Fire Chief
	Community Development Department	Community Development Director
	Public Works	Public Works Director
<b>Motor Fuel Tax Fund</b>		Public Works Director
<b>Foreign Fire Tax Fund</b>		Fire Chief, Foreign Fire Insurance Board
<b>Special Service Area Funds</b>		Finance Director
<b>Village Facilities Fund</b>		Assistant Village Manager, Public Works Director
<b>Business District Revitalization Fund</b>		Assistant Village Manager, Community Development Director, Public Works Director
<b>Electric Fund</b>		Water & Electric Director
<b>Water Fund</b>		Water & Electric Director
<b>Sanitary Sewer Fund</b>		Public Works Director
<b>Refuse Fund</b>		Public Works Director
<b>Storm Water Sewer Fund</b>		Public Works Director
<b>Workers’ Compensation Fund</b>		Assistant Village Manager
<b>Liability Insurance Fund</b>		Finance Director
<b>Health Insurance Fund</b>		Assistant Village Manager
<b>Data Processing Fund</b>		Finance Director
<b>Fleet Services Fund</b>		Public Works Director
<b>Police, Fire, and IMRF Pension Funds</b>		Finance Director

More often than not, staff members from various departments work together on projects and broad policy issues. This cooperation allows for maximum utility, capturing each professional staff member’s distinct experience and skill set. Staff members frequently rely on professional organizations and literature to stay current with best practices in their specific areas of operation.

For more information about the specific functions under each department, please refer to the Village-wide organizational chart on the next page.



# VILLAGE OF WINNETKA

## GENERAL FUND NARRATIVE INTRODUCTION

### Introduction

The General Fund is the largest single operating fund in the Village of Winnetka. It contains the Village's six major operating departments: Public Affairs/Village Manager, Finance, Police, Fire, Community Development, and Public Works. Together, these departments constitute 43% of Village operational expenditures, exclusive of fiduciary funds. General Fund revenues are budgeted at the fund level and not tied to a specific department within the General Fund; however, departments that engaging in revenue-generating activities (i.e. Community Development: permitting), provide the budget team projections and recommendations for budgeting revenues. As each department budgets its own expenditures, this introduction serves as a narrative for fund-wide revenues and expenses.

### General Fund Revenues

As highlighted in the chart on Page 20, the General Fund's revenue base is between \$24,000,000 and \$26,000,000 per year. Of this amount, approximately 50% is derived from the Village's property tax levy. Whenever possible, the Village attempts to secure alternative consistent revenue sources to avoid tax levy increases. In general, the Village has levied at or below the rate of inflation and always attempts to capture new development. The Appendix to this budget document provides more in-depth analysis regarding the tax levy.

Other General Fund revenue sources include State of Illinois revenue-share distributions such as sales tax, use tax, income tax, and personal property replacement tax. These are fairly consistent revenue streams, though the State's budget crisis has put the long-term future of the income tax share in question.

The Village's Community Development Department issues building permits for construction, demolition, and renovation of homes and commercial properties within the Village. Permit revenue constitutes about 10% of General Fund revenues and has strengthened over the past several years as the housing market has rebounded. While these revenues may drop based on housing bubbles, it is our experience that property improvements in Winnetka are generally more stable than in less affluent communities.

The General Fund provides administrative services such as billing, payroll, purchasing, and accounts payable to the various utility and internal service funds. To account for these activities, the Electric Fund, Water Fund, Sanitary Sewer Fund, Refuse Fund, Stormwater Sewer Fund, Data Processing Fund, and Fleet Services Fund all remit a fixed dollar amount to the General Fund annually. The aggregate total of these administrative charges amounts to approximately \$1,800,000.

The final major revenue source in the General Fund is service charges, which include fire and police special contracts, rental property, parking passes, and franchise agreements. The Police Department administers contracted services to residents in unincorporated Cook County in the Woodley Road area while the Fire Department has a long standing contract with the Village of Kenilworth to provide fire and emergency medical response to their residents. Together, those contracts are value at nearly \$650,000 per year.

The Village also leases its real estate holdings to various civic and private organizations. The rental income totals \$373,000 annual and many of the lease agreements are long-term, allowing for a predictable revenue stream.

Finally, the Village receives revenue from business and commuter parking passes that it sells to residents and non-residents. Business parking passes are sold for a nominal fee while commuter passes are more expensive and benchmarked against other municipalities. With the ongoing Downtown Master Plan, there will likely be a future reevaluation of the Village's public parking areas and rate structure.

### *General Fund Expenses*

Most General Fund expenses are budgeted in its respective user departments; however, there are fund-level transfers out of the General Fund that are not budgeted within a specific department. Since the General Fund has a strong cash reserve balance of between \$18,000,000 and \$20,000,000, the Village can designate unrestricted reserve balances to assist others funds. In some funds, General Fund transfers are the only source of income, while it in others, General Fund transfers are simply made in addition to user changes and other revenue sources.

In fiscal year 2017, the General Fund will be transferring out a total of \$625,000 to two other funds. The Refuse Fund will receive an operational subsidy of \$550,000 and the Business District Revitalization Fund will receive \$75,000 to offset the costs of capital improvements relating to improving the Village's business districts. It is important to note that transfer amounts are evaluated each year and subject to change. If a fund's fund balance is below the minimum policy threshold as established by the Village Council, the policymakers can elect to budget a transfer from the General Fund.

General Fund	Actual	Actual	Budget	Estimate	Budget	%	\$
Summary	2014	2015	2016	2016	2017	Change	Change
Revenues:		A	B	C	D	(D v B)	(D v B)
Property Tax	12,716,031	12,824,366	13,316,903	13,050,565	13,489,906	1.3	173,003
Sales Tax	1,351,983	1,239,298	1,200,000	1,127,765	1,115,375	(7.6)	(84,625)
State Income Tax	1,106,344	1,292,669	975,000	1,195,000	1,250,000	22.0	275,000
Telecom	462,013	528,637	520,000	520,000	520,000	-	-
Natural Gas Tax	558,631	487,513	475,000	390,000	390,000	(21.8)	(85,000)
Replacement Tax	114,799	150,010	123,000	135,000	113,250	(8.6)	(9,750)
Licenses	346,793	341,865	327,150	327,900	327,150	-	-
Permits	2,396,871	2,289,140	1,678,000	1,870,000	1,879,934	10.7	201,934
Fines	188,961	166,776	196,025	169,000	191,500	(2.4)	(4,525)
Service Charges	1,632,038	1,622,682	2,025,245	2,070,945	2,047,807	1.1	22,562
Parking Passes	165,917	169,883	173,500	174,500	168,900	(2.7)	(4,600)
Franchise Fees	305,042	314,054	300,000	300,000	300,000	-	-
Payments in Lieu of Taxes	1,503,396	1,399,044	1,378,676	1,378,676	1,440,026	4.3	61,350
Administrative Transfers	1,772,400	1,772,400	1,772,400	1,790,336	1,790,336	1.0	17,936
Misc. Income	242,807	202,979	49,000	204,785	205,777	76.2	156,777
Revenues & Transf.	24,864,026	24,801,316	24,509,899	24,704,472	25,229,961	2.9	720,062

Expenses							
Administration	2,816,456	2,943,603	3,044,649	2,814,126	3,257,948	6.5	213,299
Police Department	6,552,410	6,591,923	7,076,529	7,105,694	7,514,176	5.8	437,647
Fire Department	5,044,211	5,234,210	5,544,047	5,521,676	5,824,864	4.8	280,817
Comm. Development	1,665,517	1,465,060	1,547,298	1,430,793	1,518,246	(1.9)	(29,052)
Public Works	3,843,581	3,865,427	4,046,320	3,967,686	4,128,215	2.0	81,895
Capital	2,523,118	3,021,339	2,733,002	2,393,000	2,580,000	(5.9)	(153,002)
Total	22,445,294	23,121,562	23,991,845	23,232,975	24,823,449	3.4	831,604

Memo only - Expenses w/o capital			21,258,843	20,839,975	22,243,449	4.4	984,606
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Revenues - Expenses	2,418,732	1,679,754	518,054	1,471,497	406,512		(111,542)
Transfers Out	-1,496,000	-1,250,000	-700,196	-700,196	-625,000		75,196
Net Cash-Flow	922,732	429,754	-182,142	771,301	-218,488	*	(36,346)

Memo only - Capital Outlay							
Admin./Debt	117,987	355,149	0	0	0	n/a	
Police Department	98,621	202,242	60,000	60,000	435,000	86.2	
Fire Department	0	631,915	0	0	0	n/a	
Comm. Development	0	0	0	0	0	n/a	
Public Works	2,306,509	1,832,033	2,673,001	2,333,000	2,145,000	(24.6)	
Total Capital	2,523,118	3,021,339	2,733,001	2,393,000	2,580,000	(5.9)	

\*Cash flow assumes Village contingency of \$250,000 (FY 2016) and \$300,000 (FY 2017) is not spent.



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>REVENUE</b>								
<b>Property Tax</b>								
100-401.01	Property Tax General	13,202,483.00	13,316,903.00	13,050,565.00	13,489,906.00	1	173,003.00	
Budget Transactions								
	<i>Level</i>		<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager		2016 Fire pension levy			1.00	1,723,176.00	1,723,176.00
	Manager		2016 General fund levy			1.00	10,320,066.00	10,320,066.00
	Manager		2016 Police pension levy			1.00	1,446,664.00	1,446,664.00
							<b>Manager Totals</b>	<b>\$13,489,906.00</b>
	<i>Property Tax Totals</i>	<b>\$13,202,483.00</b>	<b>\$13,316,903.00</b>	<b>\$13,050,565.00</b>	<b>\$13,489,906.00</b>	<b>1%</b>	<b>\$173,003.00</b>	
<b>Other Taxes</b>								
100-411	Natural Gas Tax	550,000.00	475,000.00	390,000.00	390,000.00	(18)	(85,000.00)	
100-412	Simplified Telecommunications Tax	540,000.00	520,000.00	520,000.00	520,000.00		.00	
	<i>Other Taxes Totals</i>	<b>\$1,090,000.00</b>	<b>\$995,000.00</b>	<b>\$910,000.00</b>	<b>\$910,000.00</b>	<b>(9%)</b>	<b>(\$85,000.00)</b>	
<b>Licenses, Permits &amp; Fees</b>								
<b>Licenses</b>								
100-420.05	Licenses Vehicle	280,000.00	300,000.00	300,000.00	300,000.00		.00	
100-420.10	Licenses Dog	10,000.00	10,000.00	10,000.00	10,000.00		.00	
100-420.15	Licenses Liquor	13,150.00	13,150.00	13,150.00	13,150.00		.00	
100-420.25	Licenses Other	3,000.00	4,000.00	4,750.00	4,000.00		.00	
	<i>Licenses Totals</i>	<b>\$306,150.00</b>	<b>\$327,150.00</b>	<b>\$327,900.00</b>	<b>\$327,150.00</b>	<b>0%</b>	<b>\$0.00</b>	
<b>Permits</b>								
100-425.10	Permits Building Permits	1,500,000.00	1,500,000.00	1,670,000.00	1,654,934.00	10	154,934.00	
100-425.15	Permits Sewer, Sidewalk, Streets & Misc.	.00	175,000.00	180,000.00	175,000.00		.00	
	<i>Permits Totals</i>	<b>\$1,500,000.00</b>	<b>\$1,675,000.00</b>	<b>\$1,850,000.00</b>	<b>\$1,829,934.00</b>	<b>9%</b>	<b>\$154,934.00</b>	
<b>Fees</b>								
100-425.95	Permits Compliance Fees	.00	3,000.00	20,000.00	50,000.00	1,567	47,000.00	
	<i>Fees Totals</i>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$20,000.00</b>	<b>\$50,000.00</b>	<b>1567%</b>	<b>\$47,000.00</b>	
	<i>Licenses, Permits &amp; Fees Totals</i>	<b>\$1,806,150.00</b>	<b>\$2,005,150.00</b>	<b>\$2,197,900.00</b>	<b>\$2,207,084.00</b>	<b>10%</b>	<b>\$201,934.00</b>	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>REVENUE</b>							
<b><u>Intergovernmental Revenue</u></b>							
100-430.10	Shared Revenue Replacement Tax	90,000.00	123,000.00	135,000.00	113,250.00	(8)	(9,750.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Fire pension				1.00	(5,000.00)	(5,000.00)
Manager	Police pension				1.00	(5,000.00)	(5,000.00)
Manager	Replacement tax (Per IML Estimate)				1.00	123,250.00	123,250.00
Manager Totals							\$113,250.00
100-430.15	Shared Revenue Sales Tax	1,200,000.00	1,200,000.00	1,127,765.00	1,115,375.00	(7)	(84,625.00)
100-430.20	Shared Revenue Local Use	100,000.00	260,000.00	290,000.00	286,395.00	10	26,395.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	23.50 per capita per IML				1.00	286,395.00	286,395.00
Manager Totals							\$286,395.00
100-430.25	Shared Revenue Income Tax	1,182,000.00	975,000.00	1,195,000.00	1,250,000.00	28	275,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	2017 revenue				1.00	1,250,000.00	1,250,000.00
Manager Totals							\$1,250,000.00
100-430.45	Shared Revenue Grants	.00	.00	.00	.00		.00
100-430.50	Shared Revenue Wireless E911 Grant	60,000.00	75,000.00	90,000.00	75,000.00		.00
<i>Intergovernmental Revenue Totals</i>		\$2,632,000.00	\$2,633,000.00	\$2,837,765.00	\$2,840,020.00	8%	\$207,020.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>REVENUE</b>							
<b>Charges For Service</b>							
<b>Parking Fee</b>							
100-442.05	Parking Fees Commuter	155,400.00	160,000.00	160,000.00	155,400.00	(3)	(4,600.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Daily passes - non-resident - limit 5 per purchase				1,500.00	3.00	4,500.00
Manager	Daily passes - resident - limit 20 per purchase				2,500.00	3.00	7,500.00
Manager	Non-Resident six month passes				220.00	220.00	48,400.00
Manager	Resident six month passes				950.00	100.00	95,000.00
	<b>Manager Totals</b>						<b>\$155,400.00</b>
100-442.10	Parking Fees Employee	5,000.00	13,500.00	14,500.00	13,500.00		.00
	<i>Parking Fee Totals</i>	<b>\$160,400.00</b>	<b>\$173,500.00</b>	<b>\$174,500.00</b>	<b>\$168,900.00</b>	<b>(3%)</b>	<b>(\$4,600.00)</b>
<b>Other Charges For Service</b>							
100-440.05	General Govt Fees CATV Franchise Fees	272,000.00	300,000.00	300,000.00	300,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Cable TV franchise fees				1.00	300,000.00	300,000.00
	<b>Manager Totals</b>						<b>\$300,000.00</b>
100-441.05	Public Safety Fees Special Police Service	231,003.00	233,867.00	290,000.00	237,481.00	2	3,614.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	1 Indian Hill				1.00	4,590.00	4,590.00
Manager	Grand Food parking lot				4.00	1,430.00	5,720.00
Manager	NTHS officer				1.00	64,515.00	64,515.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>REVENUE</b>							
	Manager					12.00	1,113.00
	Manager					2.00	36,864.00
	Manager					2.00	37,786.00
							Manager Totals \$237,481.00
100-441.10	Public Safety Fees Special Fire Service	762,005.00	817,560.00	750,000.00	834,327.00	2	16,767.00
	Budget Transactions						
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	Inspections Northfield / Kenilworth				1.00	24,765.00
	Manager	Kenilworth Fire / EMS				1.00	498,146.34
	Manager	OSFM Reimbursement				1.00	1,500.00
	Manager	Radio Alarm Fees				1.00	109,560.00
	Manager	Unincorporated New Trier Township Fire / EMS				171.00	1,171.67
							Manager Totals \$834,326.91
100-441.15	Public Safety Fees Ambulance Fees	136,500.00	146,000.00	145,350.00	140,000.00	(4)	(6,000.00)
100-441.25	Public Safety Fees False Alarm Fees	15,000.00	3,000.00	15,000.00	15,000.00	400	12,000.00
100-443.05	Rent Property	310,068.00	369,223.00	370,000.00	373,254.00	1	4,031.00
	Budget Transactions						
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	Cafe Fleurette - Elm Train Station				12.00	300.00
	Manager	Harris Bank lease - Due in July				1.00	2,000.00
	Manager	NTHS - 93 Green Bay				12.00	3,300.00
	Manager	NTHS lease - January Payment				1.00	107,800.00
	Manager	NTHS lease - July payment				1.00	113,190.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>REVENUE</b>							
	Manager	Post Office				12.00	7,292.00
	Manager	Zenglers - Elm Train Station				12.00	1,630.00
							87,504.00
							19,560.00
							\$373,254.00
100-443.10		Rent Cell Towers	52,000.00	64,775.00	64,775.00		.00
	Budget Transactions						
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	Public Safety Building cell tower - Due in September				1.00	64,775.00
							64,775.00
							\$64,775.00
100-444		State Highway Maintenance	45,000.00	55,820.00	55,820.00		.00
100-455		Administrative Charges	1,772,400.00	1,772,400.00	1,790,336.00	1	17,936.00
	Budget Transactions						
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	Data processing				12.00	5,068.00
	Manager	Electric fund				12.00	71,300.00
	Manager	Fleet services fund				12.00	3,666.67
	Manager	Refuse fund				12.00	10,590.00
	Manager	Sewer fund				12.00	11,670.00
	Manager	Water fund				12.00	46,900.00
							562,800.00
							\$1,790,336.04
		<i>Other Charges for Service Totals</i>	\$3,595,976.00	\$3,762,645.00	\$3,781,281.00	1%	\$48,348.00
		<i>Charges For Service Totals</i>	\$3,756,376.00	\$3,936,145.00	\$3,955,781.00	1%	\$43,748.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>REVENUE</b>								
<b>Fines &amp; Forfeitures</b>								
100-450.05	Fines Parking Violations	184,800.00	171,000.00	150,000.00	171,000.00		.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					12.00	1,800.00	21,600.00
	Manager					12.00	12,450.00	149,400.00
							Manager Totals	\$171,000.00
100-450.10	Fines Circuit Court Fines	25,000.00	25,000.00	18,000.00	20,000.00	(20)	(5,000.00)	
100-450.15	Fines Dog	.00	25.00	1,000.00	500.00	1,900	475.00	
	<i>Fines &amp; Forfeitures Totals</i>	\$209,800.00	\$196,025.00	\$169,000.00	\$191,500.00	(2%)	(\$4,525.00)	
<b>Transfers</b>								
100-490.05	Interfund Transfers In Payment in Lieu of Taxes	1,399,044.00	1,378,676.00	1,378,676.00	1,440,026.00	4	61,350.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	1,044,784.00	1,044,784.00
	Manager					1.00	276,560.00	276,560.00
	Manager					1.00	42,485.00	42,485.00
	Manager					1.00	76,197.00	76,197.00
							Manager Totals	\$1,440,026.00
100-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00	
	<i>Transfers Totals</i>	\$1,399,044.00	\$1,378,676.00	\$1,378,676.00	\$1,440,026.00	4%	\$61,350.00	
<b>Other Revenue</b>								
100-432.05	Reimbursements Public Safety Training	.00	1,000.00	1,150.00	1,000.00		.00	
100-432.30	Reimbursements Reimbursements	.00	1,000.00	31,500.00	15,000.00	1,400	14,000.00	
100-470	Property Sales	5,000.00	5,000.00	.00	.00	(100)	(5,000.00)	
100-474.10	Other Miscellaneous Donations	.00	.00	17,135.00	.00		.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>REVENUE</b>							
100-474.90	Other Miscellaneous Income	5,000.00	15,000.00	20,000.00	15,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Miscellaneous income				1.00	10,000.00	10,000.00
Manager	Police copy charges, misc.				1.00	5,000.00	5,000.00
Manager Totals							\$15,000.00
100-474.95	Other Cash Over/Short	.00	.00	.00	.00		.00
100-475	Disposal of Capital Assets	.00	.00	.00	.00		.00
100-497	Source/Use of Reserves	.00	.00	.00	.00		.00
<i>Other Revenue Totals</i>		\$10,000.00	\$22,000.00	\$69,785.00	\$31,000.00	41%	\$9,000.00
<b>Interest Income</b>							
100-460.05	Interest Interest on Investments	24,000.00	27,000.00	135,000.00	140,532.00	420	113,532.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Interest income (\$18,737,637) * 0.75%				1.00	140,532.00	140,532.00
Manager Totals							\$140,532.00
100-460.10	Interest Interest on Loans	.00	.00	.00	.00		.00
100-461.10	Investment Income Unrealized Gain/Loss	.00	.00	.00	.00		.00
<i>Interest Income Totals</i>		\$24,000.00	\$27,000.00	\$135,000.00	\$140,532.00	420%	\$113,532.00
<b>REVENUE TOTALS</b>		\$24,129,853.00	\$24,509,899.00	\$24,704,472.00	\$25,229,961.00	3%	\$720,062.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
Department <b>99 - Transfers</b>								
Division <b>01 - Department Wide</b>								
EXPENSE								
Transfers								
100.99.01-901	Interfund Transfers - Other Operating Transfers	1,249,996.00	700,196.00	700,196.00	625,000.00	(11)	(\$75,196.00)	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	75,000.00	75,000.00
	Manager					1.00	550,000.00	550,000.00
							Manager Totals	\$625,000.00
	<i>Transfers Totals</i>	\$1,249,996.00	\$700,196.00	\$700,196.00	\$625,000.00	(11%)	(\$75,196.00)	
	Division <b>01 - Department Wide Totals</b>	\$1,249,996.00	\$700,196.00	\$700,196.00	\$625,000.00	(11%)	(\$75,196.00)	
	Department <b>99 - Transfers Totals</b>	\$1,249,996.00	\$700,196.00	\$700,196.00	\$625,000.00	(11%)	(\$75,196.00)	
	<b>EXPENSE TOTALS</b>	\$25,882,798.00	\$24,942,041.00	\$23,933,171.00	\$25,748,449.00	3%	\$806,408.00	
	Fund <b>100 - General Fund Totals</b>							
	<b>REVENUE TOTALS</b>	\$24,129,853.00	\$24,509,899.00	\$24,704,472.00	\$25,229,961.00	3%	\$720,062.00	
	<b>EXPENSE TOTALS</b>	\$25,882,798.00	\$24,942,041.00	\$23,933,171.00	\$25,748,449.00	3%	\$806,408.00	
	Fund <b>100 - General Fund Totals</b>	(\$1,752,945.00)	(\$432,142.00)	\$771,301.00	(\$518,488.00)	20%	(\$86,346.00)	

# DEPARTMENT NARRATIVE

## PUBLIC AFFAIRS/VILLAGE MANGER

### Mission Statement/Purpose

The Manager's Office provides organizational leadership, coordinates correspondence with elected officials, addresses policy issues, coordinates legal matters, administers Human Resources, performs record-keeping for the Village, maintains the Village's communication channels, and oversees economic development activities. The Village Attorney works through the Manager's Office and advises the Village (including its elected and appointed officials and advisory boards and commissions) on all corporate legal matters, drafts legislation, provides legal opinions, and represents the Village in court and regulatory matters.

### Current Year Department Accomplishments

- Launched new multimedia tool to locally host Village videos on [www.villageofwinnetka.org](http://www.villageofwinnetka.org), as well as showcased new information tools for stormwater, including dedicated Stormwater Documents and FAQs pages.
- Created a more friendly and accessible website for the Winnetka community by completing a mobile-responsive website redesign.
- Negotiated a new collective bargaining agreement with the Metropolitan Alliance of Police, expiring December 31, 2018.
- Led world-class customer service training and facilitated development of a Village-wide "customer service quarterly" forum.
- Restructured the Manager's Office to re-organize and coordinate our efforts our communications, economic development, and human resources.
- Provided support to the Steering Committee and Teska Associates for development of the draft Downtown Master Plan.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **7.6**

FY 2016 FTEs: **4.5**

FY 2015 FTEs: **4.5**

FY 2014 FTEs: **5.0**

Proposed FY 2017 Cost of Salaries and Benefits: **\$1,124,396**

Projected FY 2016 Cost of Salaries and Benefits: **\$691,339**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$698,874**

Actual FY 2015 Cost of Salaries and Benefits: **\$725,926**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **60.9%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$505,128**

FY 2016 Services and Supplies Budget: **\$468,369**

FY 2015 Services and Supplies Budget: **\$461,090**

FY 2014 Services and Supplies Budget: **\$65,620**

Projected Year-End FY 2016 S&S Budget: **\$296,358**

Actual FY 2015 Cost of Services and Supplies: **\$325,492**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **7.8%**

# Fiscal Year 2017 Proposed Department Objectives

Objective	Action Steps	Timeframe
Make Village communication tools more transparent and concise to ensure desirable and timely public information	<ul style="list-style-type: none"> <li>• Conduct a communications assessment of all the Village’s informational tools and methods</li> <li>• Draft Village Communication Plan</li> </ul>	11/1/17
Work cooperatively with regional partners, including other local government agencies, to discover efficiencies and achieve cost savings	<ul style="list-style-type: none"> <li>• Continue work in Municipal Partnering Initiative (MPI) and other opportunities</li> </ul>	12/31/17
Become recognized as a world class customer service provider focused on community needs	<ul style="list-style-type: none"> <li>• Conduct a second Village-wide customer service training</li> <li>• Improve web-based processes and opportunities for customers to do business</li> </ul>	7/1/17
Manage the Village’s personnel resources to recruit and retain a high talent workforce, aligned with our program and service needs	<ul style="list-style-type: none"> <li>• Expand human resource related modules in our financial software and look for opportunities to eliminate paper/time-consuming processes</li> <li>• Conduct an organizational compensation study</li> <li>• Support departmental recruitment needs and succession planning</li> <li>• Re-evaluate implementation of a new, voluntary high deductible health insurance plan option for all Village employees</li> </ul>	7/15/17
Provide activities for Winnetka families and attract visitors through support of unique, local events	<ul style="list-style-type: none"> <li>• Sponsor at least three local events</li> <li>• Sponsor the 2017 Winnetka Music Festival</li> </ul>	10/31/17
Plan for and preserve the Village’s historic past for future generations	<ul style="list-style-type: none"> <li>• Complete design and installation of new storm windows for Village Hall</li> <li>• Prepare recognition and celebration for the Village’s sesquicentennial</li> <li>• Review and implement security improvements at the Village Hall</li> </ul>	11/30/17
Develop and grow our Economic Development program to serve existing businesses and new prospects toward vibrant commercial districts	<ul style="list-style-type: none"> <li>• Develop additional and refine our marketing materials distributed to prospective businesses</li> <li>• Promote the Village brand through increased online and social media presence</li> <li>• Maintain and grow Available Sites Database</li> <li>• Proactively recruit new businesses to Winnetka and provide retention services to our existing business community</li> </ul>	12/31/17

# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**

**Objective**

**Anticipated Completion Status**

Make Village communication tools more transparent and concise to ensure desirable and timely public information.

Complete

Work cooperatively with regional partners, including other local government agencies, to discover efficiencies and achieve cost savings.

Ongoing

Become recognized as a world class customer service provider focused on community needs.

Ongoing

Manage the Village's personnel resources to recruit and retain a high talent workforce, aligned with our program and service needs.

Deferred

Provide activities for Winnetka families and attract visitors through support of unique, local events.

Ongoing

Plan for and preserve the Village's historic past for future generations.

Ongoing

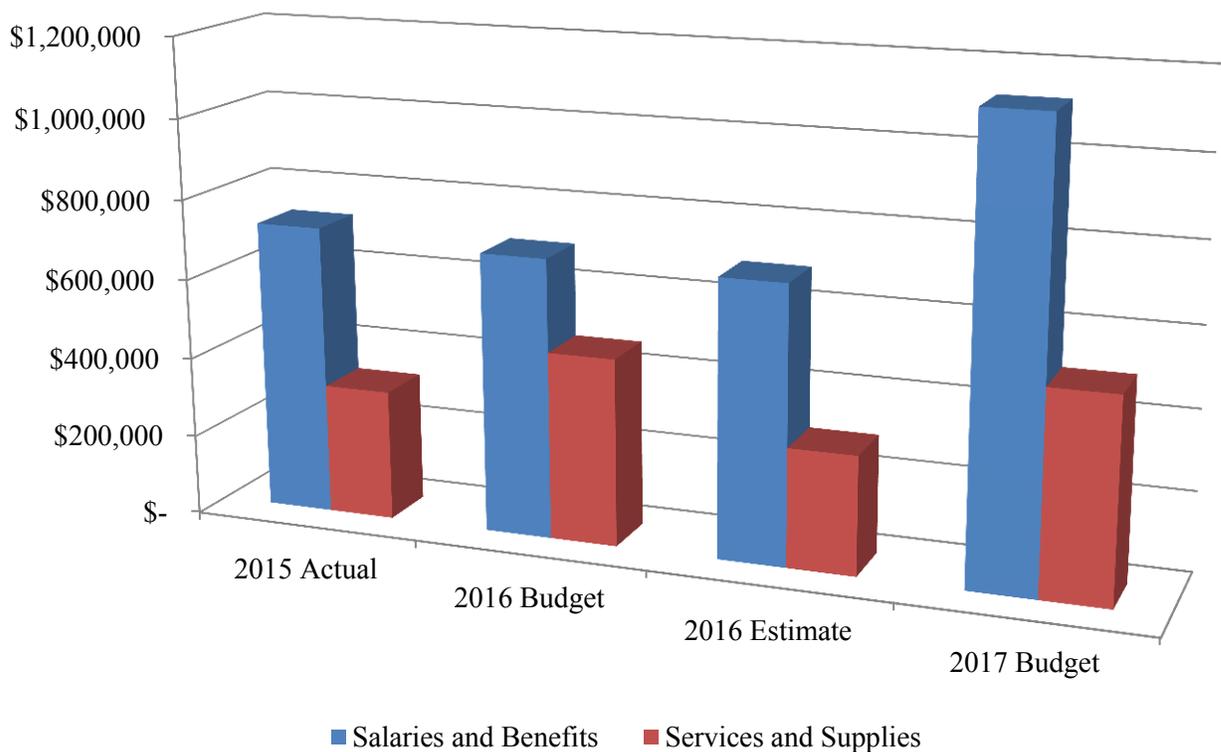
Develop and grow our Economic Development program to serve existing businesses and new prospects toward vibrant commercial districts.

In progress

# Financial Summary

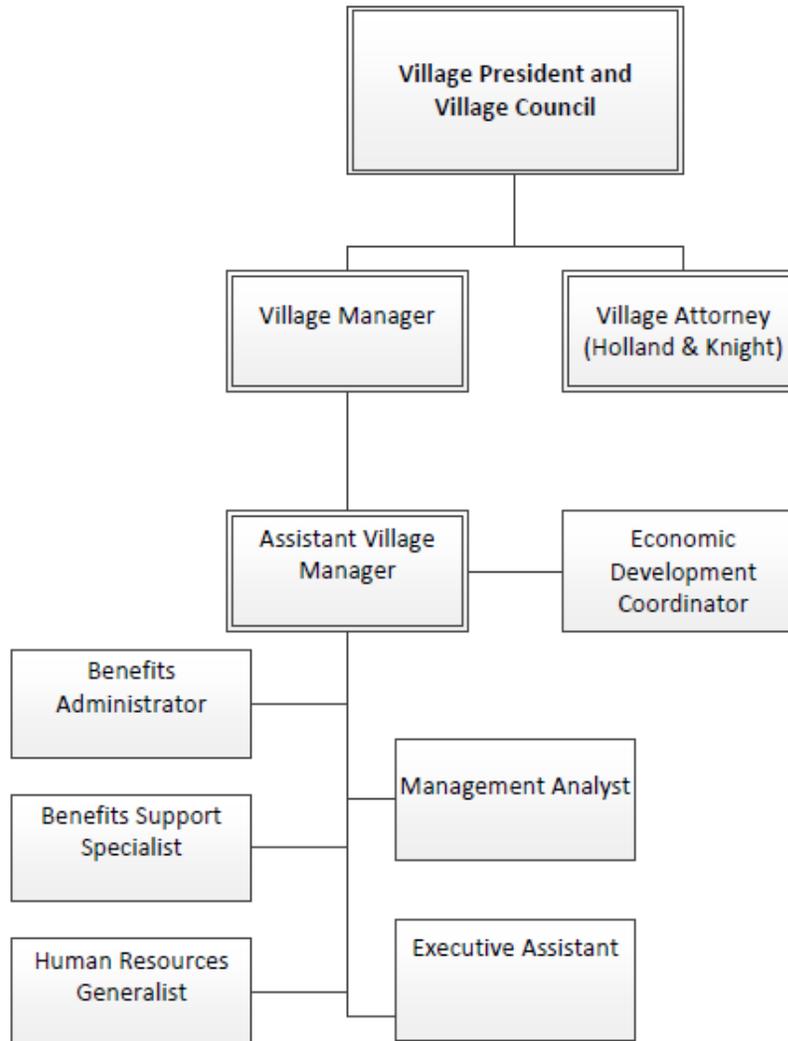
Public Affairs/ Village Manager's Office	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
	Salaries and Benefits	\$ 725,926	\$ 698,874	\$ 691,339	\$ 1,124,396	60.9%
Services and Supplies	\$ 325,492	\$ 468,369	\$ 296,358	\$ 505,128	7.8%	70.4%
Insurance	\$ 34,127	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Operating Exp.</b>	<b>\$ 1,085,545</b>	<b>\$ 1,167,243</b>	<b>\$ 987,697</b>	<b>\$ 1,629,524</b>	<b>39.6%</b>	<b>65.0%</b>
Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Department</b>	<b>\$ 1,085,545</b>	<b>\$ 1,167,243</b>	<b>\$ 987,697</b>	<b>\$ 1,629,524</b>	<b>39.6%</b>	<b>65.0%</b>

**Public Affairs/Village Manager's Office**



# Organizational Chart

## Village of Winnetka Village Manager's Office





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
Department <b>20 - Public Affairs</b>							
Division <b>01 - Department Wide</b>							
EXPENSE							
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
100.20.01-551	Consulting Services	.00	85,460.00	40,000.00	43,060.00	(50)	(42,400.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Audio-Visual Recording Services				1.00	15,000.00	15,000.00
Manager	Photography				1.00	1,000.00	1,000.00
Manager	Public relations assistance				1.00	8,000.00	8,000.00
Manager	Village Sesquicentennial Planning				1.00	5,000.00	5,000.00
Manager	Website maintenance & improvements				1.00	14,060.00	14,060.00
	Manager Totals						\$43,060.00
100.20.01-553	Legal Services	66,000.00	36,700.00	36,700.00	37,600.00	2	900.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Administrative adjudication				1.00	5,400.00	5,400.00
Manager	Outside legal counsel				1.00	10,000.00	10,000.00
Manager	Village Prosecutor				12.00	1,850.00	22,200.00
	Manager Totals						\$37,600.00
100.20.01-556	Village Data Processing / Network Charge	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>Department 20 - Public Affairs</b>								
<b>Division 01 - Department Wide</b>								
100.20.01-580	Memberships & Publications	.00	32,000.00	32,000.00	52,740.00	65	20,740.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Newsletters					1.00	42,300.00	42,300.00
Manager	Village-wide memberships					1.00	10,440.00	10,440.00
Manager Totals							\$52,740.00	
100.20.01-589	Village Sponsored Events	.00	48,000.00	48,000.00	48,000.00		.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Community events					1.00	10,000.00	10,000.00
Manager	Park District special events					1.00	38,000.00	38,000.00
Manager Totals							\$48,000.00	
<i>Services &amp; Charges Totals</i>		\$66,000.00	\$202,160.00	\$156,700.00	\$181,400.00	(10%)	(\$20,760.00)	
<b>Supplies</b>								
100.20.01-531	Office Supplies - General	.00	.00	.00	2,500.00		2,500.00	
100.20.01-532	Computer Equipment	.00	8,650.00	8,650.00	3,500.00	(60)	(5,150.00)	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Hardware and maint.					1.00	3,500.00	3,500.00
Manager Totals							\$3,500.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 20 - Public Affairs</b>							
<b>Division 01 - Department Wide</b>							
100.20.01-540	Other Operating Supplies	188,450.00	1,000.00	3,400.00	21,000.00	2,000	20,000.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Miscellaneous supplies				1.00	1,000.00	1,000.00
Manager	Office furniture				1.00	20,000.00	20,000.00
	<b>Manager Totals</b>						<b>\$21,000.00</b>
100.20.01-543	Public Property Maintenance	.00	.00	.00	.00		.00
	<i>Supplies Totals</i>	<b>\$188,450.00</b>	<b>\$9,650.00</b>	<b>\$12,050.00</b>	<b>\$27,000.00</b>	<b>180%</b>	<b>\$17,350.00</b>
	<i>Services and Supplies Totals</i>	<b>\$254,450.00</b>	<b>\$211,810.00</b>	<b>\$168,750.00</b>	<b>\$208,400.00</b>	<b>(2%)</b>	<b>(\$3,410.00)</b>
<b>Capital Outlay</b>							
100.20.01-615	Buildings & Structures	.00	.00	.00	.00		.00
	<i>Capital Outlay Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Insurance and Other Chargebacks</b>							
100.20.01-530	Liability Insurance	45,500.00	1.00	.00	1.00		.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Insurance moved to Liability Insurance Fund - FY2017 charges				1.00	1.00	1.00
	<b>Manager Totals</b>						<b>\$1.00</b>
	<i>Insurance and Other Chargebacks Totals</i>	<b>\$45,500.00</b>	<b>\$1.00</b>	<b>\$0.00</b>	<b>\$1.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>Transfers</b>							
100.20.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
	<b>Division 01 - Department Wide Totals</b>	<b>\$299,950.00</b>	<b>\$211,811.00</b>	<b>\$168,750.00</b>	<b>\$208,401.00</b>	<b>(2%)</b>	<b>(\$3,410.00)</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 21 - Manager's Office</b>							
Division 01 - Department Wide							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.21.01-511	Regular Salaries	511,020.00	394,290.00	394,290.00	423,811.00	7	29,521.00
Position Transactions							
<i>Level</i>	<i>Position</i>			<i>Type</i>	<i>Code</i>		<i>Total Amount</i>
Manager	210101 - Village Manager			Earnings			202,251.00
Manager	210201 - Assistant Village Manager			Earnings			138,000.00
Manager	210401 - Executive Assistant			Earnings			83,560.00
Manager Totals							<b>\$423,811.00</b>
100.21.01-512	Overtime Salaries	.00	.00	3,400.00	5,142.00		5,142.00
100.21.01-513	Part Time Salaries	.00	.00	.00	.00		.00
100.21.01-515	Sick Cashed In	.00	3,652.00	4,000.00	4,667.00	28	1,015.00
100.21.01-518	Other Compensation	5,940.00	8,440.00	8,440.00	11,480.00	36	3,040.00
<i>Employee Pay Totals</i>		<b>\$516,960.00</b>	<b>\$406,382.00</b>	<b>\$410,130.00</b>	<b>\$445,100.00</b>	<b>10%</b>	<b>\$38,718.00</b>
<b>Benefits</b>							
100.21.01-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.21.01-522	Fringe Benefits - Medical / Dental Insurance	47,318.00	44,786.00	44,786.00	40,116.00	(10)	(4,670.00)
100.21.01-528	Fringe Benefits - Life Insurance	314.00	315.00	315.00	325.00	3	10.00
100.21.01-529	Fringe Benefits - Allowances	.00	.00	.00	.00		.00
<i>Benefits Totals</i>		<b>\$47,632.00</b>	<b>\$45,101.00</b>	<b>\$45,101.00</b>	<b>\$40,441.00</b>	<b>(10%)</b>	<b>(\$4,660.00)</b>
<b>Pensions</b>							
100.21.01-523	Fringe Benefits - Medicare	7,496.00	5,892.00	5,892.00	6,455.00	10	563.00
100.21.01-524	Fringe Benefits - Social Security	26,756.00	19,534.00	19,543.00	21,124.00	8	1,590.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change		
<b>Fund 100 - General Fund</b>									
<b>Department 21 - Manager's Office</b>									
Division <b>01 - Department Wide</b>									
100.21.01-525	Fringe Benefits - IMRF Pension Er Contribution	64,814.00	58,275.00	58,275.00	60,401.00	4	2,126.00		
	<i>Pensions Totals</i>	\$99,066.00	\$83,701.00	\$83,710.00	\$87,980.00	5%	\$4,279.00		
	<i>Salary and Benefits Totals</i>	\$663,658.00	\$535,184.00	\$538,941.00	\$573,521.00	7%	\$38,337.00		
<b><u>Services and Supplies</u></b>									
<b><u>Services &amp; Charges</u></b>									
100.21.01-551	Consulting Services	125,000.00	15,000.00	10,000.00	37,500.00	150	22,500.00		
Budget Transactions									
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Manager		Communications assessment		1.00		22,500.00		22,500.00	
Manager		Public relations		1.00		10,000.00		10,000.00	
Manager		Strategic planning and engagement		1.00		5,000.00		5,000.00	
						Manager Totals		\$37,500.00	
100.21.01-553	Legal Services	10,000.00	15,000.00	.00	10,000.00	(33)	(5,000.00)		
Budget Transactions									
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Manager		Outside labor counsel		1.00		10,000.00		10,000.00	
						Manager Totals		\$10,000.00	
100.21.01-563	Telephone Service	3,600.00	414.00	449.00	459.00	11	45.00		
Budget Transactions									
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Manager		Monthly PRI share (Comcast)		12.00		38.20		458.40	
						Manager Totals		\$458.40	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>Department 21 - Manager's Office</b>								
<b>Division 01 - Department Wide</b>								
100.21.01-564	Cell Phones & Radios	3,600.00	2,500.00	2,500.00	3,350.00	34	850.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Cell service					1.00	3,350.00	3,350.00
Manager Totals							\$3,350.00	
100.21.01-565	Postage	.00	2,400.00	.00	2,500.00	4	100.00	
100.21.01-566	Other Operating Services	.00	.00	.00	5,000.00		5,000.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Village Hall facility items (security)					1.00	5,000.00	5,000.00
Manager Totals							\$5,000.00	
100.21.01-574	Vehicle Maint Service Charge	.00	.00	.00	.00		.00	
100.21.01-580	Memberships & Publications	3,600.00	2,300.00	.00	2,784.00	21	484.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Professional memberships					1.00	2,784.00	2,784.00
Manager Totals							\$2,784.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>Department 21 - Manager's Office</b>								
<b>Division 01 - Department Wide</b>								
100.21.01-581	Training & Travel	36,000.00	19,000.00	.00	29,070.00	53	10,070.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	7,000.00	7,000.00
	Manager					1.00	15,000.00	15,000.00
	Manager					1.00	5,370.00	5,370.00
	Manager					1.00	1,700.00	1,700.00
							Manager Totals	\$29,070.00
100.21.01-589	Village Sponsored Events	.00	.00	.00	.00		.00	
	<i>Services &amp; Charges Totals</i>	\$181,800.00	\$56,614.00	\$12,949.00	\$90,663.00	60%	\$34,049.00	
<b>Supplies</b>								
100.21.01-531	Office Supplies - General	24,840.00	26,000.00	17,000.00	26,000.00		.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	12,000.00	12,000.00
	Manager					1.00	4,000.00	4,000.00
	Manager					1.00	10,000.00	10,000.00
							Manager Totals	\$26,000.00
100.21.01-532	Computer Equipment	.00	.00	.00	4,250.00		4,250.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	4,250.00	4,250.00
							Manager Totals	\$4,250.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>Department 21 - Manager's Office</b>								
<b>Division 01 - Department Wide</b>								
100.21.01-540	Other Operating Supplies	.00	.00	154.00	3,000.00		3,000.00	
Budget Transactions								
<i>Level</i>		<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager		Office furniture				1.00	3,000.00	3,000.00
						Manager Totals	\$3,000.00	
<i>Supplies Totals</i>		\$24,840.00	\$26,000.00	\$17,154.00	\$33,250.00	28%	\$7,250.00	
<i>Services and Supplies Totals</i>		\$206,640.00	\$82,614.00	\$30,103.00	\$123,913.00	50%	\$41,299.00	
<b>Capital Outlay</b>								
100.21.01-635	Furniture & Fixtures	.00	.00	.00	.00		.00	
100.21.01-640	Office and Other Equipment	.00	.00	.00	.00		.00	
100.21.01-645	Technology	.00	.00	.00	.00		.00	
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
<b>Insurance and Other Chargebacks</b>								
100.21.01-530	Liability Insurance	.00	.00	.00	.00		.00	
<i>Insurance and Other Chargebacks Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
Division <b>01 - Department Wide Totals</b>		\$870,298.00	\$617,798.00	\$569,044.00	\$697,434.00	13%	\$79,636.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change															
<b>Fund 100 - General Fund</b>																						
<b>Department 21 - Manager's Office</b>																						
Division 05 - Economic Development																						
EXPENSE																						
<b>Salary and Benefits</b>																						
<b>Employee Pay</b>																						
100.21.05-511	Regular Salaries	.00	.00	.00	82,984.00		82,984.00															
<table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">Level</th> <th style="text-align: left;">Position</th> <th style="text-align: left;">Type</th> <th style="text-align: left;">Code</th> <th style="text-align: right;">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>210701 - Economic Development Coordinator</td> <td>Earnings</td> <td></td> <td style="text-align: right;">82,984.00</td> </tr> <tr> <td colspan="4" style="text-align: right;">Manager Totals</td> <td style="text-align: right; border-top: 1px solid black;">\$82,984.00</td> </tr> </tbody> </table>								Level	Position	Type	Code	Total Amount	Manager	210701 - Economic Development Coordinator	Earnings		82,984.00	Manager Totals				\$82,984.00
Level	Position	Type	Code	Total Amount																		
Manager	210701 - Economic Development Coordinator	Earnings		82,984.00																		
Manager Totals				\$82,984.00																		
100.21.05-513	Part Time Salaries	.00	59,625.00	41,517.00	.00	(100)	(59,625.00)															
	<i>Employee Pay Totals</i>	\$0.00	\$59,625.00	\$41,517.00	\$82,984.00	39%	\$23,359.00															
<b>Benefits</b>																						
100.21.05-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	15,695.00		15,695.00															
100.21.05-528	Fringe Benefits - Life Insurance	.00	.00	.00	139.00		139.00															
<b>Pensions</b>																						
100.21.05-523	Fringe Benefits - Medicare	.00	865.00	602.00	1,203.00	39	338.00															
100.21.05-524	Fringe Benefits - Social Security	.00	3,697.00	2,575.00	5,145.00	39	1,448.00															
100.21.05-525	Fringe Benefits - IMRF Pension Er Contribution	.00	8,550.00	5,954.00	11,261.00	32	2,711.00															
	<i>Pensions Totals</i>	\$0.00	\$13,112.00	\$9,131.00	\$17,609.00	34%	\$4,497.00															
	<i>Salary and Benefits Totals</i>	\$0.00	\$72,737.00	\$50,648.00	\$116,427.00	60%	\$43,690.00															



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>Department 21 - Manager's Office</b>								
Division <b>05 - Economic Development</b>								
<b><u>Services and Supplies</u></b>								
<b><u>Services &amp; Charges</u></b>								
100.21.05-551	Consulting Services	.00	29,000.00	29,000.00	26,600.00	(8)	(2,400.00)	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Communications and engagement					1.00	1,600.00	1,600.00
Manager	Marketing					1.00	25,000.00	25,000.00
	Manager Totals							\$26,600.00
100.21.05-566	Other Operating Services	.00	20,000.00	20,000.00	20,000.00		.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Business District partnerships					1.00	20,000.00	20,000.00
	Manager Totals							\$20,000.00
100.21.05-580	Memberships & Publications	.00	9,185.00	8,504.00	8,200.00	(11)	(985.00)	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Chicago Northshore Convention and Visitors' Bureau					1.00	6,500.00	6,500.00
Manager	Professional development					1.00	1,700.00	1,700.00
	Manager Totals							\$8,200.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 21 - Manager's Office</b>							
<b>Division 05 - Economic Development</b>							
100.21.05-581	Training & Travel	.00	2,010.00	70.00	1,700.00	(15)	(310.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Training				1.00	1,200.00	1,200.00
Manager	Travel/mileage reimbursement				1.00	500.00	500.00
						Manager Totals	\$1,700.00
100.21.05-589	Village Sponsored Events	.00	25,000.00	13,500.00	25,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Business and development events				1.00	25,000.00	25,000.00
						Manager Totals	\$25,000.00
	<i>Services &amp; Charges Totals</i>	\$0.00	\$85,195.00	\$71,074.00	\$81,500.00	(4%)	(\$3,695.00)
<b>Supplies</b>							
100.21.05-531	Office Supplies - General	.00	250.00	.00	.00	(100)	(250.00)
100.21.05-540	Other Operating Supplies	.00	1,000.00	.00	1,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Economic Development promotional giveaways				1.00	1,000.00	1,000.00
						Manager Totals	\$1,000.00
	<i>Supplies Totals</i>	\$0.00	\$1,250.00	\$0.00	\$1,000.00	(20%)	(\$250.00)
	<i>Services and Supplies Totals</i>	\$0.00	\$86,445.00	\$71,074.00	\$82,500.00	(5%)	(\$3,945.00)
Division	<b>05 - Economic Development Totals</b>	\$0.00	\$159,182.00	\$121,722.00	\$198,927.00	25%	\$39,745.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change																																																								
<b>Fund 100 - General Fund</b>																																																															
<b>Department 21 - Manager's Office</b>																																																															
Division 09 - Human Resources																																																															
<b>EXPENSE</b>																																																															
<b>Salary and Benefits</b>																																																															
<b>Employee Pay</b>																																																															
100.21.09-511	Regular Salaries	.00	67,982.00	75,000.00	300,842.00	343	232,860.00																																																								
<table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th colspan="6" style="text-align: left;">Position Transactions</th> <th></th> <th></th> </tr> <tr> <th style="text-align: left;">Level</th> <th style="text-align: left;">Position</th> <th style="text-align: left;">Type</th> <th style="text-align: left;">Code</th> <th></th> <th style="text-align: right;">Total Amount</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>210601 - Management Analyst</td> <td>Earnings</td> <td></td> <td></td> <td style="text-align: right;">79,557.00</td> <td></td> <td></td> </tr> <tr> <td>Manager</td> <td>210801 - Human Resources Generalist</td> <td>Earnings</td> <td></td> <td></td> <td style="text-align: right;">72,237.00</td> <td></td> <td></td> </tr> <tr> <td>Manager</td> <td>220501 - Benefits Administrator</td> <td>Earnings</td> <td></td> <td></td> <td style="text-align: right;">112,619.00</td> <td></td> <td></td> </tr> <tr> <td>Manager</td> <td>221601 - Benefits Support Specialist</td> <td>Earnings</td> <td></td> <td></td> <td style="text-align: right;">36,429.00</td> <td></td> <td></td> </tr> <tr> <td colspan="6"></td> <td style="text-align: right; border-top: 1px solid black;">Manager Totals</td> <td style="text-align: right; border-top: 1px solid black;">\$300,842.00</td> </tr> </tbody> </table>								Position Transactions								Level	Position	Type	Code		Total Amount			Manager	210601 - Management Analyst	Earnings			79,557.00			Manager	210801 - Human Resources Generalist	Earnings			72,237.00			Manager	220501 - Benefits Administrator	Earnings			112,619.00			Manager	221601 - Benefits Support Specialist	Earnings			36,429.00									Manager Totals	\$300,842.00
Position Transactions																																																															
Level	Position	Type	Code		Total Amount																																																										
Manager	210601 - Management Analyst	Earnings			79,557.00																																																										
Manager	210801 - Human Resources Generalist	Earnings			72,237.00																																																										
Manager	220501 - Benefits Administrator	Earnings			112,619.00																																																										
Manager	221601 - Benefits Support Specialist	Earnings			36,429.00																																																										
						Manager Totals	\$300,842.00																																																								
100.21.09-512	Overtime Salaries	.00	.00	.00	4,566.00		4,566.00																																																								
100.21.09-513	Part Time Salaries	.00	.00	.00	.00		.00																																																								
100.21.09-515	Sick Cashed In	.00	.00	.00	2,888.00		2,888.00																																																								
<i>Employee Pay Totals</i>		\$0.00	\$67,982.00	\$75,000.00	\$308,296.00	353%	\$240,314.00																																																								
<b>Benefits</b>																																																															
100.21.09-522	Fringe Benefits - Medical / Dental Insurance	.00	7,966.00	10,000.00	60,433.00	659	52,467.00																																																								
100.21.09-528	Fringe Benefits - Life Insurance	.00	55.00	125.00	297.00	440	242.00																																																								
<i>Benefits Totals</i>		\$0.00	\$8,021.00	\$10,125.00	\$60,730.00	657%	\$52,709.00																																																								
<b>Pensions</b>																																																															
100.21.09-523	Fringe Benefits - Medicare	.00	986.00	1,100.00	4,471.00	353	3,485.00																																																								
100.21.09-524	Fringe Benefits - Social Security	.00	4,215.00	4,650.00	19,115.00	353	14,900.00																																																								
100.21.09-525	Fringe Benefits - IMRF Pension Er Contribution	.00	9,749.00	10,875.00	41,836.00	329	32,087.00																																																								
<i>Pensions Totals</i>		\$0.00	\$14,950.00	\$16,625.00	\$65,422.00	338%	\$50,472.00																																																								
<i>Salary and Benefits Totals</i>		\$0.00	\$90,953.00	\$101,750.00	\$434,448.00	378%	\$343,495.00																																																								



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>Department 21 - Manager's Office</b>								
Division 09 - Human Resources								
<b>Services and Supplies</b>								
<b>Services &amp; Charges</b>								
100.21.09-551	Consulting Services	.00	25,000.00	431.00	28,000.00	12	3,000.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Compensation study					1.00	28,000.00	28,000.00
						Manager Totals	\$28,000.00	
100.21.09-553	Legal Services	.00	5,000.00	2,000.00	5,000.00		.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Outside legal counsel					1.00	5,000.00	5,000.00
						Manager Totals	\$5,000.00	
100.21.09-566	Other Operating Services	.00	24,500.00	7,000.00	14,000.00	(43)	(10,500.00)	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Recruitment services					1.00	14,000.00	14,000.00
						Manager Totals	\$14,000.00	
100.21.09-580	Memberships & Publications	.00	10,000.00	4,000.00	1,615.00	(84)	(8,385.00)	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Professional memberships					1.00	1,615.00	1,615.00
						Manager Totals	\$1,615.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 21 - Manager's Office</b>							
<b>Division 09 - Human Resources</b>							
100.21.09-581	Training & Travel	.00	8,000.00	8,000.00	21,700.00	171	13,700.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Conferences/training				1.00	2,300.00	2,300.00
Manager	Customer service training				1.00	9,400.00	9,400.00
Manager	Village-wide annual training				1.00	10,000.00	10,000.00
						Manager Totals	\$21,700.00
	<i>Services &amp; Charges Totals</i>	\$0.00	\$72,500.00	\$21,431.00	\$70,315.00	(3%)	(\$2,185.00)
<b>Supplies</b>							
100.21.09-540	Other Operating Supplies	.00	15,000.00	5,000.00	20,000.00	33	5,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Recruitment ads				1.00	20,000.00	20,000.00
						Manager Totals	\$20,000.00
	<i>Supplies Totals</i>	\$0.00	\$15,000.00	\$5,000.00	\$20,000.00	33%	\$5,000.00
	<i>Services and Supplies Totals</i>	\$0.00	\$87,500.00	\$26,431.00	\$90,315.00	3%	\$2,815.00
Division	<b>09 - Human Resources Totals</b>	\$0.00	\$178,453.00	\$128,181.00	\$524,763.00	194%	\$346,310.00

# DEPARTMENT NARRATIVE

## FINANCE

### Mission Statement/Purpose

The Finance Department provides support services to all other Village departments, including: budgeting, purchasing, accounts payable, accounting, billing, collections, data processing, payroll, benefits administration, and risk management. The Department also leads the Village's long-range capital planning, administers Village pension funds, maintains investments, and performs the Village Hall reception function.

### Current Year Department Accomplishments

- Persevered and thrived through turnover of valued senior staff including the previous Finance Director, Assistant Finance Director, and Staff Accountant. Hired a new Assistant Finance Director and Accounting Manager during 2016.
- Implemented over-the-counter credit card payments for utility bills and licenses. Started accepting internet credit card payments for utility bills during the summer season.
- Won the Government Finance Officers Association (GFOA) award for the Village's Comprehensive Annual Financial Report (CAFR).
- Capitalized on the Village's financial software by introducing new software features that transitioned paper processes to electronic processes which help promote workflow and consistency.
- Strengthened the utility billing function by reducing the number of estimated meter reads over previous years.
- Performed an internal control review of department standard operating procedures.
- Significantly increased readability and timeliness of monthly financial reporting by introducing an updated report format.
- Improved the budget document and Capital Improvement Plan (CIP) by launching a fresh new design.
- Enhanced anti-fraud measures by implementing Check Positive Pay and ACH Fraud Control.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **12.9**

FY 2016 FTEs: **14.0**

FY 2015 FTEs: **14.0**

FY 2014 FTEs: **14.5**

Proposed FY 2017 Cost of Salaries and Benefits: **\$1,377,240**

Projected FY 2016 Cost of Salaries and Benefits: **\$1,528,422**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$1,646,087**

Actual FY 2015 Cost of Salaries and Benefits: **\$1,639,010**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **-16.3%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$251,183**

FY 2016 Services and Supplies Budget: **\$231,318**

FY 2015 Services and Supplies Budget: **\$237,124**

FY 2014 Services and Supplies Budget: **\$225,624**

Projected Year-End FY 2016 S&S Budget: **\$298,007**

Actual FY 2015 Cost of Services and Supplies: **\$219,048**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **8.6%**

# Fiscal Year 2017 Proposed Department Objectives

<u>Objective</u>	<u>Action Steps</u>	<u>Timeframe</u>
Earn industry recognition for policies, procedures, and documentation.	<ul style="list-style-type: none"> <li>• Submit for the GFOA Distinguished Budget Presentation Award.</li> </ul>	1/31/2017
	<ul style="list-style-type: none"> <li>• Continue to earn the GFOA Certificate of Achievement for the Village audit.</li> </ul>	5/31/17
Support the Village's utility funds by assisting in financial analysis of ongoing rate studies	<ul style="list-style-type: none"> <li>• Assist the Electric Fund in developing an updated rate structure that will address expanding capital needs.</li> <li>• Assist the Water Fund in the implementation of policy direction regarding the replacement of water mains and utility rate structure.</li> <li>• Assist the Refuse Fund in determining the appropriate business model for long term sustainability.</li> </ul>	7/1/17
Streamline the Village's utility billing function in order to provide staff more capacity to directly manage customer relationships.	<ul style="list-style-type: none"> <li>• Transition the printing and mailing of utility bills to a third-party provider.</li> </ul>	4/1/17
	<ul style="list-style-type: none"> <li>• Complete a comprehensive utility billing handbook to provide consistency and succession planning.</li> </ul>	12/31/17
Promote robust financial reporting and a greater degree of fiscal transparency.	<ul style="list-style-type: none"> <li>• Redesign monthly Village financial reports to aid in the analysis by the Council and members of the public.</li> </ul>	6/1/17
Perform analysis and make recommendations on the Village's insurance coverages for hazard, workers' compensation, and health.	<ul style="list-style-type: none"> <li>• Work with the Village's insurance advisor to determine if current self-insured coverage levels are appropriate.</li> </ul>	8/1/17
	<ul style="list-style-type: none"> <li>• Conduct an updated feasibility analysis to determine if membership in a risk pooling agency is appropriate based on the Village's needs.</li> </ul>	12/31/17
Improve the processing of vehicle stickers and parking passes.	<ul style="list-style-type: none"> <li>• Analyze current costs of vehicle stickers and parking permits to determine if changes in the pricing structure are necessary.</li> </ul>	8/1/17
	<ul style="list-style-type: none"> <li>• Implement a robust vehicle sticker database.</li> </ul>	10/1/17
	<ul style="list-style-type: none"> <li>• Outsource the vehicle sticker/parking pass database capture process to allow clerical staff more time to respond to resident inquiries and concerns.</li> </ul>	10/1/17

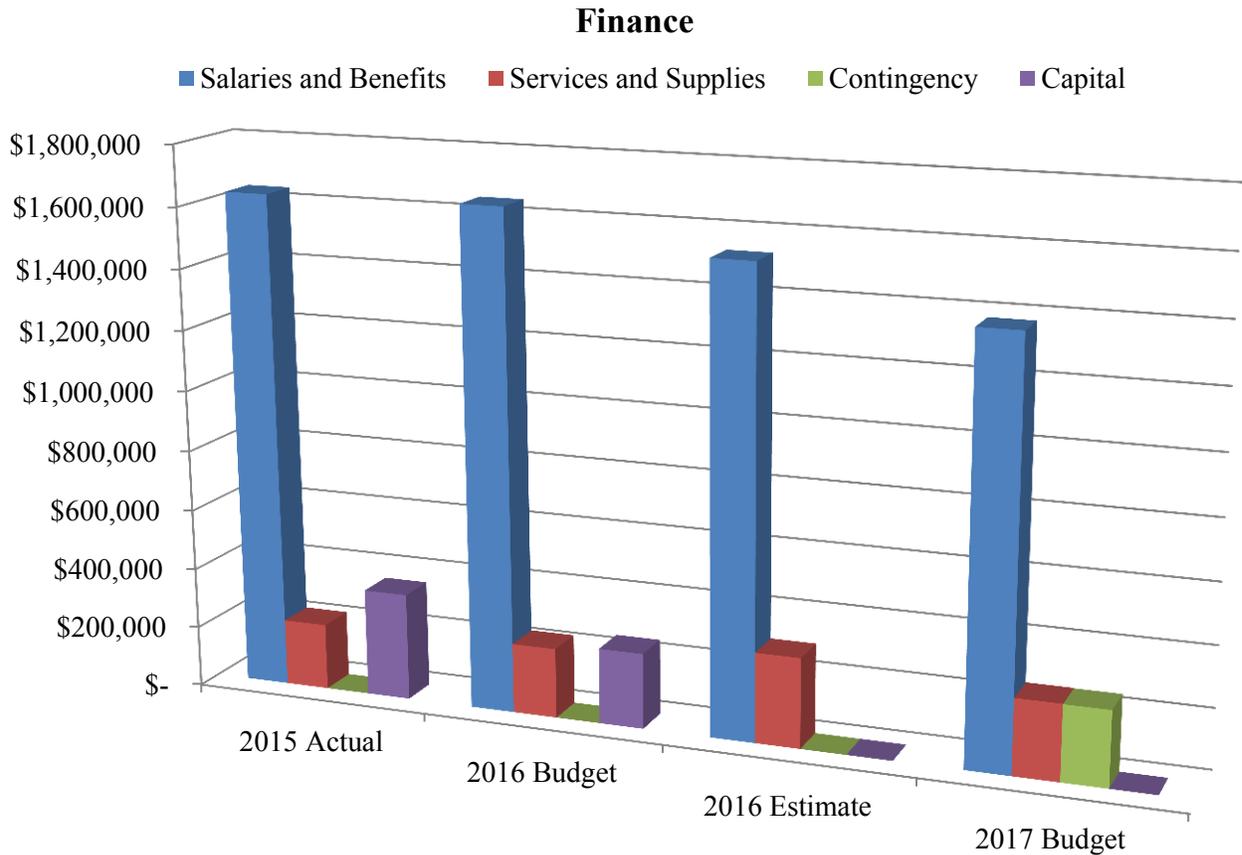
# Fiscal Year 2016 Department Objectives Review

<u>Objective</u>	<u>December 31<sup>st</sup>, 2016</u> <u>Anticipated Completion Status</u>
Evaluate the Village's financial controls to ensure sound procedures and fraud protections.	Complete
Implement current, best practices in the Village's purchasing procedures.	Deferred
Expand department technological capabilities by implementing credit card payments to better serve customer needs.	Complete
Produce a comprehensive and transparent budget document that enhances public understanding of the Village's finances.	Complete
Update departmental Standard Operating Procedures to improve workflow and communication, including fraud assessment and control measures.	Ongoing
Expand functionality within New World financial software to realize efficiencies and improved business processes.	Complete

# Financial Summary

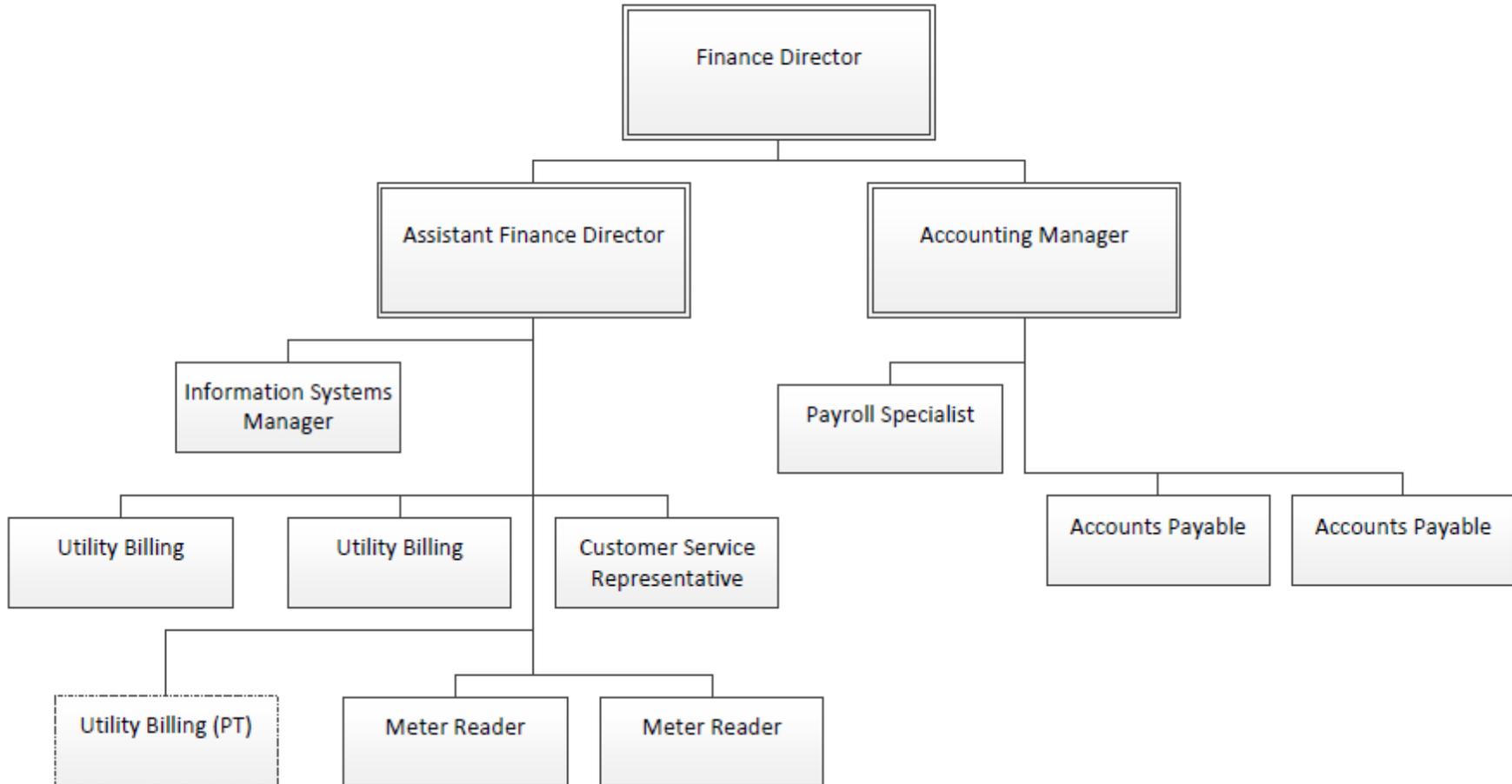
Finance	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	% Change	% Change
		A	B	C	A to C	B to C
Salaries and Benefits	\$ 1,639,010	\$ 1,646,087	\$ 1,528,422	\$ 1,377,240	-16.3%	-9.9%
Services and Supplies	\$ 219,048	\$ 231,318	\$ 298,007	\$ 251,183	8.6%	-15.7%
Contingency	\$ -	\$ -	\$ -	\$ 300,000	100.0%	0.0%
<b>Total Operating Exp.</b>	<b>\$ 1,858,058</b>	<b>\$ 1,877,405</b>	<b>\$ 1,826,429</b>	<b>\$ 1,928,423</b>	<b>2.7%</b>	<b>5.6%</b>
Capital Outlay	\$ 355,149	\$ 250,000	\$ -	\$ -	0.0%	0.0%
<b>Total Department</b>	<b>\$ 2,213,207</b>	<b>\$ 2,127,405</b>	<b>\$ 1,826,429</b>	<b>\$ 1,928,423</b>	<b>-9.4%</b>	<b>5.6%</b>

Note: Prior to 2017, the contingency expense was budgeted as a capital item.



# Organizational Chart

## Village of Winnetka Finance Department





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
Department <b>22 - Finance</b>							
Division <b>01 - Department Wide</b>							

**EXPENSE**

**Salary and Benefits**

**Employee Pay**

100.22.01-511	Regular Salaries	1,108,248.00	1,051,061.00	958,047.00	895,396.00	(15)	(155,665.00)
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Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	220101 - Finance Director	Earnings		150,162.00
Manager	220202 - Assistant Finance Director 2	Earnings		94,242.00
Manager	220401 - Accounting Manager	Earnings		95,311.00
Manager	220601 - Accountant	Earnings		62,396.00
Manager	220801 - Utility Billing	Earnings		74,511.00
Manager	220802 - Utility Billing	Earnings		74,511.00
Manager	220901 - Accounts Payable	Earnings		74,511.00
Manager	220902 - Accounts Payable 2	Earnings		53,752.00
Manager	221002 - Customer Service Rep. 2	Earnings		55,132.00
Manager	221101 - Meter Reader	Earnings		68,291.00
Manager	221102 - Meter Reader	Earnings		68,291.00
Manager	221601 - Benefits Support Specialist	Earnings		24,286.00
Manager Totals				\$895,396.00

100.22.01-512	Overtime Salaries	22,073.00	22,000.00	18,629.00	15,445.00	(30)	(6,555.00)
100.22.01-513	Part Time Salaries	.00	78,915.00	49,468.00	46,692.00	(41)	(32,223.00)

Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	221201 - Utility Billing Clerk Part-Time	Earnings		46,692.00
Manager Totals				\$46,692.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change																																																		
<b>Fund 100 - General Fund</b>																																																									
<b>Department 22 - Finance</b>																																																									
<b>Division 01 - Department Wide</b>																																																									
100.22.01-515	Sick Cashed In	10,033.00	15,051.00	61,883.00	12,787.00	(15)	(2,264.00)																																																		
100.22.01-518	Other Compensation	2,500.00	.00	.00	2,500.00		2,500.00																																																		
	<i>Employee Pay Totals</i>	<b>\$1,142,854.00</b>	<b>\$1,167,027.00</b>	<b>\$1,088,027.00</b>	<b>\$972,820.00</b>	(17%)	(\$194,207.00)																																																		
<b><u>Benefits</u></b>																																																									
100.22.01-521	Fringe Benefits - Worker's Compensation	24,000.00	24,000.00	24,000.00	24,000.00		.00																																																		
100.22.01-522	Fringe Benefits - Medical / Dental Insurance	156,027.00	197,674.00	188,210.00	174,582.00	(12)	(23,092.00)																																																		
100.22.01-528	Fringe Benefits - Life Insurance	663.00	703.00	740.00	1,060.00	51	357.00																																																		
100.22.01-529	Fringe Benefits - Allowances	.00	.00	.00	.00		.00																																																		
	<i>Benefits Totals</i>	<b>\$180,690.00</b>	<b>\$222,377.00</b>	<b>\$212,950.00</b>	<b>\$199,642.00</b>	(10%)	(\$22,735.00)																																																		
<b><u>Pensions</u></b>																																																									
100.22.01-523	Fringe Benefits - Medicare	16,535.00	16,520.00	15,121.00	14,105.00	(15)	(2,415.00)																																																		
100.22.01-524	Fringe Benefits - Social Security	66,892.00	67,757.00	61,778.00	58,663.00	(13)	(9,094.00)																																																		
100.22.01-525	Fringe Benefits - IMRF Pension Er Contribution	153,951.00	172,406.00	150,546.00	132,010.00	(23)	(40,396.00)																																																		
	<i>Pensions Totals</i>	<b>\$237,378.00</b>	<b>\$256,683.00</b>	<b>\$227,445.00</b>	<b>\$204,778.00</b>	(20%)	(\$51,905.00)																																																		
	<i>Salary and Benefits Totals</i>	<b>\$1,560,922.00</b>	<b>\$1,646,087.00</b>	<b>\$1,528,422.00</b>	<b>\$1,377,240.00</b>	(16%)	(\$268,847.00)																																																		
<b><u>Services and Supplies</u></b>																																																									
<b><u>Services &amp; Charges</u></b>																																																									
100.22.01-551	Consulting Services	55,304.00	60,304.00	127,171.00	47,500.00	(21)	(12,804.00)																																																		
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="7" style="text-align: left;">Budget Transactions</th> </tr> <tr> <th style="text-align: left;">Level</th> <th style="text-align: left;">Transaction</th> <th style="text-align: right;">Number of Units</th> <th style="text-align: right;">Cost Per Unit</th> <th colspan="3" style="text-align: right;">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>Audit</td> <td style="text-align: right;">1.00</td> <td style="text-align: right;">30,000.00</td> <td colspan="3" style="text-align: right;">30,000.00</td> </tr> <tr> <td>Manager</td> <td>Miscellaneous consulting services</td> <td style="text-align: right;">1.00</td> <td style="text-align: right;">3,000.00</td> <td colspan="3" style="text-align: right;">3,000.00</td> </tr> <tr> <td>Manager</td> <td>Property appraisal report</td> <td style="text-align: right;">1.00</td> <td style="text-align: right;">2,500.00</td> <td colspan="3" style="text-align: right;">2,500.00</td> </tr> <tr> <td>Manager</td> <td>Vehicle sticker improvement program</td> <td style="text-align: right;">1.00</td> <td style="text-align: right;">12,000.00</td> <td colspan="3" style="text-align: right;">12,000.00</td> </tr> <tr> <td colspan="4"></td> <td style="text-align: right;"><b>Manager Totals</b></td> <td colspan="3" style="text-align: right; border-top: 1px solid black;"><b>\$47,500.00</b></td> </tr> </tbody> </table>								Budget Transactions							Level	Transaction	Number of Units	Cost Per Unit	Total Amount			Manager	Audit	1.00	30,000.00	30,000.00			Manager	Miscellaneous consulting services	1.00	3,000.00	3,000.00			Manager	Property appraisal report	1.00	2,500.00	2,500.00			Manager	Vehicle sticker improvement program	1.00	12,000.00	12,000.00							<b>Manager Totals</b>	<b>\$47,500.00</b>		
Budget Transactions																																																									
Level	Transaction	Number of Units	Cost Per Unit	Total Amount																																																					
Manager	Audit	1.00	30,000.00	30,000.00																																																					
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Manager	Vehicle sticker improvement program	1.00	12,000.00	12,000.00																																																					
				<b>Manager Totals</b>	<b>\$47,500.00</b>																																																				
100.22.01-553	Legal Services	.00	.00	.00	.00		.00																																																		



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
Department <b>22 - Finance</b>								
Division <b>01 - Department Wide</b>								
100.22.01-556	Village Data Processing / Network Charge	63,240.00	63,240.00	63,240.00	63,240.00		.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Monthly network charge					12.00	5,270.00	63,240.00
							Manager Totals	\$63,240.00
100.22.01-563	Telephone Service	.00	552.00	604.00	612.00	11	60.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Monthly PRI share (Comcast)					12.00	50.93	611.16
							Manager Totals	\$611.16
100.22.01-564	Cell Phones & Radios	7,220.00	3,600.00	3,600.00	3,600.00		.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Verizon Wireless Finance Department charges					12.00	300.00	3,600.00
							Manager Totals	\$3,600.00
100.22.01-566	Other Operating Services	.00	.00	.00	10,700.00		10,700.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Capital planning software renewal					1.00	700.00	700.00
Manager	New World customizations					1.00	5,000.00	5,000.00
Manager	Utility bill printing service					1.00	5,000.00	5,000.00
							Manager Totals	\$10,700.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
Department <b>22 - Finance</b>							
Division <b>01 - Department Wide</b>							
100.22.01-574	Vehicle Maint Service Charge	4,610.00	5,052.00	5,052.00	5,196.00	3	144.00
100.22.01-580	Memberships & Publications	1,400.00	2,790.00	2,790.00	2,470.00	(11)	(320.00)

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Accounting Manager memberships	1.00	300.00	300.00
Manager	GFOA (Finance Director)	1.00	190.00	190.00
Manager	IAPPO (Assistant Finance Director)	1.00	45.00	45.00
Manager	IGFOA (Assistant Finance Director)	1.00	150.00	150.00
Manager	IGFOA (Finance Director)	1.00	190.00	190.00
Manager	IL CPA (Finance Director)	1.00	110.00	110.00
Manager	IL Municipal Treasurers Association (Finance Director)	1.00	80.00	80.00
Manager	ILCMA (Assistant Finance Director)	1.00	175.00	175.00
Manager	Legal ads	1.00	500.00	500.00
Manager	Midwest Assc. of Public Procurement (Village)	1.00	45.00	45.00
Manager	National Institute of Government Procurement (Village)	1.00	185.00	185.00
Manager	Wall Street Journal subscription	1.00	500.00	500.00
Manager Totals				\$2,470.00

100.22.01-581	Training & Travel	3,900.00	4,000.00	3,000.00	9,750.00	144	5,750.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	GFOA national conference (Finance Director)	1.00	2,000.00	2,000.00
Manager	IGFOA state conference (Accounting Manager)	1.00	750.00	750.00
Manager	Local conferences and events	1.00	1,000.00	1,000.00
Manager	Midwest Leadership Institute (FD and AFD)	2.00	2,000.00	4,000.00
Manager	Tyler/New World conference (Assistant Finance Director)	1.00	2,000.00	2,000.00
Manager Totals				\$9,750.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 22 - Finance</b>							
<b>Division 01 - Department Wide</b>							
100.22.01-592	Credit Card Service Fees	.00	.00	.00	25,000.00		25,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Credit card fees for licenses				1.00	5,000.00	5,000.00
Manager	Credit card fees for utilities				1.00	20,000.00	20,000.00
						Manager Totals	\$25,000.00
	<i>Services &amp; Charges Totals</i>	\$135,674.00	\$139,538.00	\$205,457.00	\$168,068.00	20%	\$28,530.00
<b>Supplies</b>							
100.22.01-531	Office Supplies - General	82,950.00	80,550.00	80,550.00	78,615.00	(2)	(1,935.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Budget printing and supplies				35.00	50.00	1,750.00
Manager	Datamatic meter reading devices maint.				1.00	5,464.34	5,464.34
Manager	Paper, toner, folders, parking permits, general supplies				12.00	2,500.00	30,000.00
Manager	Postage and copier charges				12.00	3,450.00	41,400.00
						Manager Totals	\$78,614.34
100.22.01-532	Computer Equipment	.00	.00	.00	3,500.00		3,500.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Replacement of MXL2491KSB workstation				1.00	500.00	500.00
Manager	Replacement of MXL2491KSD workstation				1.00	500.00	500.00
Manager	Replacement of MXL2491KSN workstation				1.00	500.00	500.00
Manager	Replacement of MXL2491KSV workstation				1.00	500.00	500.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 22 - Finance</b>							
<b>Division 01 - Department Wide</b>							
	Manager					1.00	500.00
	Manager					1.00	500.00
	Manager					1.00	500.00
							Manager Totals
							\$3,500.00
100.22.01-540	Other Operating Supplies	18,500.00	11,230.00	12,000.00	1,000.00	(91)	(10,230.00)
Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager					1.00	1,000.00
							Total Amount
							\$1,000.00
							Manager Totals
							\$1,000.00
	<i>Supplies Totals</i>	\$101,450.00	\$91,780.00	\$92,550.00	\$83,115.00	(9%)	(\$8,665.00)
	<i>Services and Supplies Totals</i>	\$237,124.00	\$231,318.00	\$298,007.00	\$251,183.00	9%	\$19,865.00
<b>Capital Outlay</b>							
100.22.01-635	Furniture & Fixtures	.00	.00	.00	.00		.00
100.22.01-640	Office and Other Equipment	600,000.00	250,000.00	.00	.00	(100)	(250,000.00)
100.22.01-645	Technology	435,000.00	1.00	.00	.00	(100)	(1.00)
Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager					1.00	.01
							Total Amount
							.00
							Manager Totals
							\$0.00
	<i>Capital Outlay Totals</i>	\$1,035,000.00	\$250,001.00	\$0.00	\$0.00	(100%)	(\$250,001.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
Department <b>22 - Finance</b>							
Division <b>01 - Department Wide</b>							
<b>Contingency</b>							
100.22.01-593	Contingency	.00	.00	.00	300,000.00		300,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Village contingency				1.00	300,000.00	300,000.00
						Manager Totals	\$300,000.00
	<i>Contingency Totals</i>	\$0.00	\$0.00	\$0.00	\$300,000.00	+++	\$300,000.00
	Division <b>01 - Department Wide</b> Totals	\$2,833,046.00	\$2,127,406.00	\$1,826,429.00	\$1,928,423.00	(9%)	(\$198,983.00)
	Department <b>22 - Finance</b> Totals	\$2,833,046.00	\$2,127,406.00	\$1,826,429.00	\$1,928,423.00	(9%)	(\$198,983.00)

# DEPARTMENT NARRATIVE

## POLICE DEPARTMENT

### Mission Statement/Purpose

The Mission of the Winnetka Police Department is to protect life and property; preserve a peaceful community; prevent, detect and investigate crimes; justly enforce laws; and protect the rights of all citizens.

Services provided include preventive patrol, criminal investigations, traffic and parking enforcement, juvenile justice procedures, communications services, crime prevention and education, social services, and animal control.

### Current Year Department Accomplishments

- Successfully completed the first year of administrative adjudication.
- Completed police dispatch consolidation study with three neighboring communities.
- Selected a new Deputy Chief of Police and Patrol Commander.
- Hired two new Patrol Officers and a part-time Social Worker.
- Promoted a new Police Sergeant and appointed a new Investigator.
- Conducted police recruitment exam and established an initial eligibility list.
- Solved several complex criminal investigations including recovery of six stolen vehicles.
- Collaborated and improved school security preparedness throughout the Village.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **39.5**

FY 2016 FTEs: **39.0**

FY 2015 FTEs: **39.5**

FY 2014 FTEs: **38.5**

Proposed FY 2017 Cost of Salaries and Benefits: **\$6,351,484**

Projected FY 2016 Cost of Salaries and Benefits: **\$6,003,926**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$5,918,554**

Actual FY 2015 Cost of Salaries and Benefits: **\$5,638,080**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **7.3%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$1,132,692**

FY 2016 Services and Supplies Budget: **\$1,127,975**

FY 2015 Services and Supplies Budget: **\$1,126,667**

FY 2014 Services and Supplies Budget: **\$1,118,067**

Projected Year-End FY 2016 S&S Budget: **\$1,071,768**

Actual FY 2015 Cost of Services and Supplies: **\$931,379**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **0.4%**

# Fiscal Year 2017 Proposed Department Objectives

<b>Objective</b>	<b>Action Steps</b>	<b>Timeframe</b>
Implementation of police communications consolidation plan	<ul style="list-style-type: none"> <li>• Develop and present to Village Council an Intergovernmental Agreement.</li> <li>• Plan and implement operational changes to Communications, Computer Aided Dispatch (CAD) and Police Records.</li> <li>• Implement improved databases for parking permissions and vacation watch.</li> </ul>	7/1/17
Plan and implement transition to new police radio network	<ul style="list-style-type: none"> <li>• Work cooperatively with current radio partners to plan and replace existing radio system.</li> <li>• Purchase and deploy new radio system.</li> </ul>	8/31/17
Evaluate, select and implement a digital solution for citation issuance and crash reporting (E-ticketing)	<ul style="list-style-type: none"> <li>• Identify a preferred vendor.</li> <li>• Develop solution agreement.</li> <li>• Implement selected technology.</li> </ul>	3/1/17
Maintain and expand community policing initiatives	<ul style="list-style-type: none"> <li>• Engage the community through existing and new efforts.</li> <li>• Continue trust-building efforts.</li> <li>• Implement an interdepartmental service request manager.</li> </ul>	12/31/17
Reinforce crime prevention efforts	<ul style="list-style-type: none"> <li>• Develop improved methods to distribute more timely crime alerts.</li> <li>• Expand senior citizen outreach.</li> <li>• Implement the use of social media in crime prevention efforts.</li> </ul>	12/31/17
Improve criminal investigations and enforcement efforts	<ul style="list-style-type: none"> <li>• Adopt additional investigative databases.</li> <li>• Continue multi-jurisdictional investigative cooperatives.</li> </ul>	11/30/17

# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**

**Objective**

**Anticipated Completion Status**

Maintain and expand community policing initiatives.

Ongoing

Manage organizational improvements.

Ongoing

Deliver more effective investigation and crime prevention services.

In progress

Manage police facility improvements.

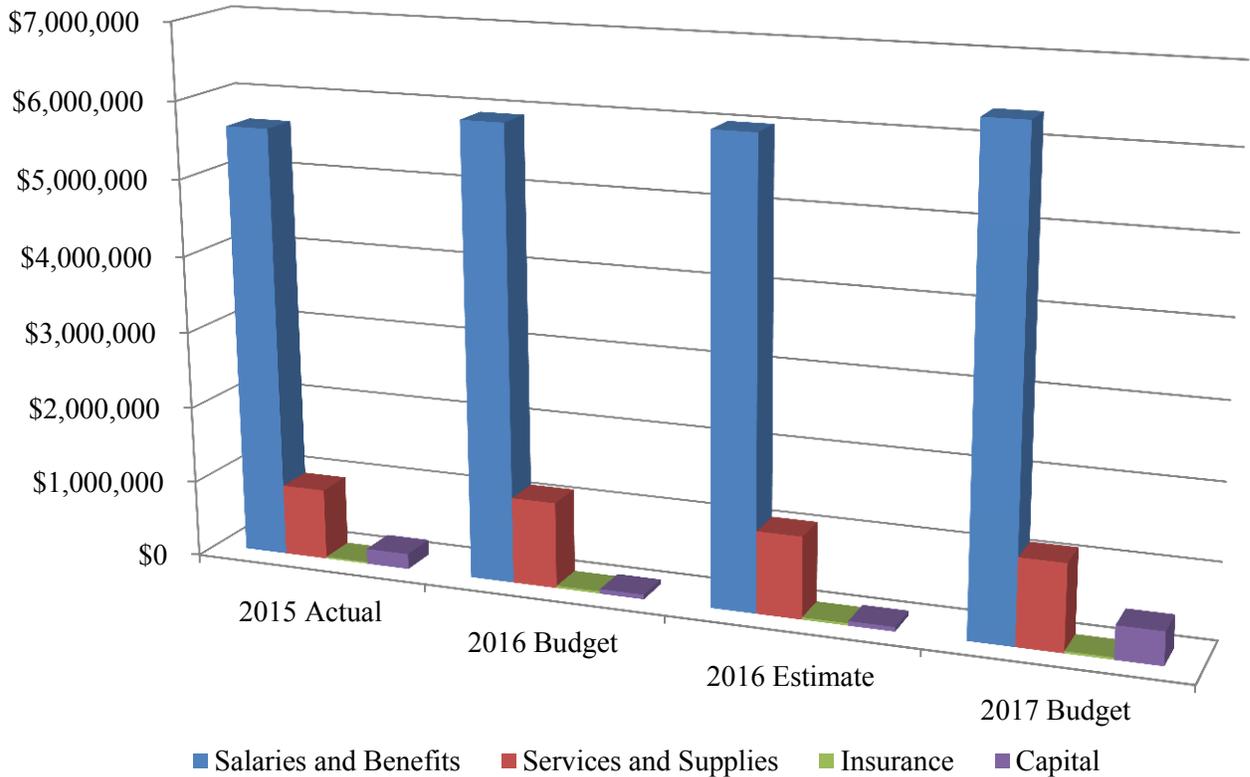
In progress



# Financial Summary

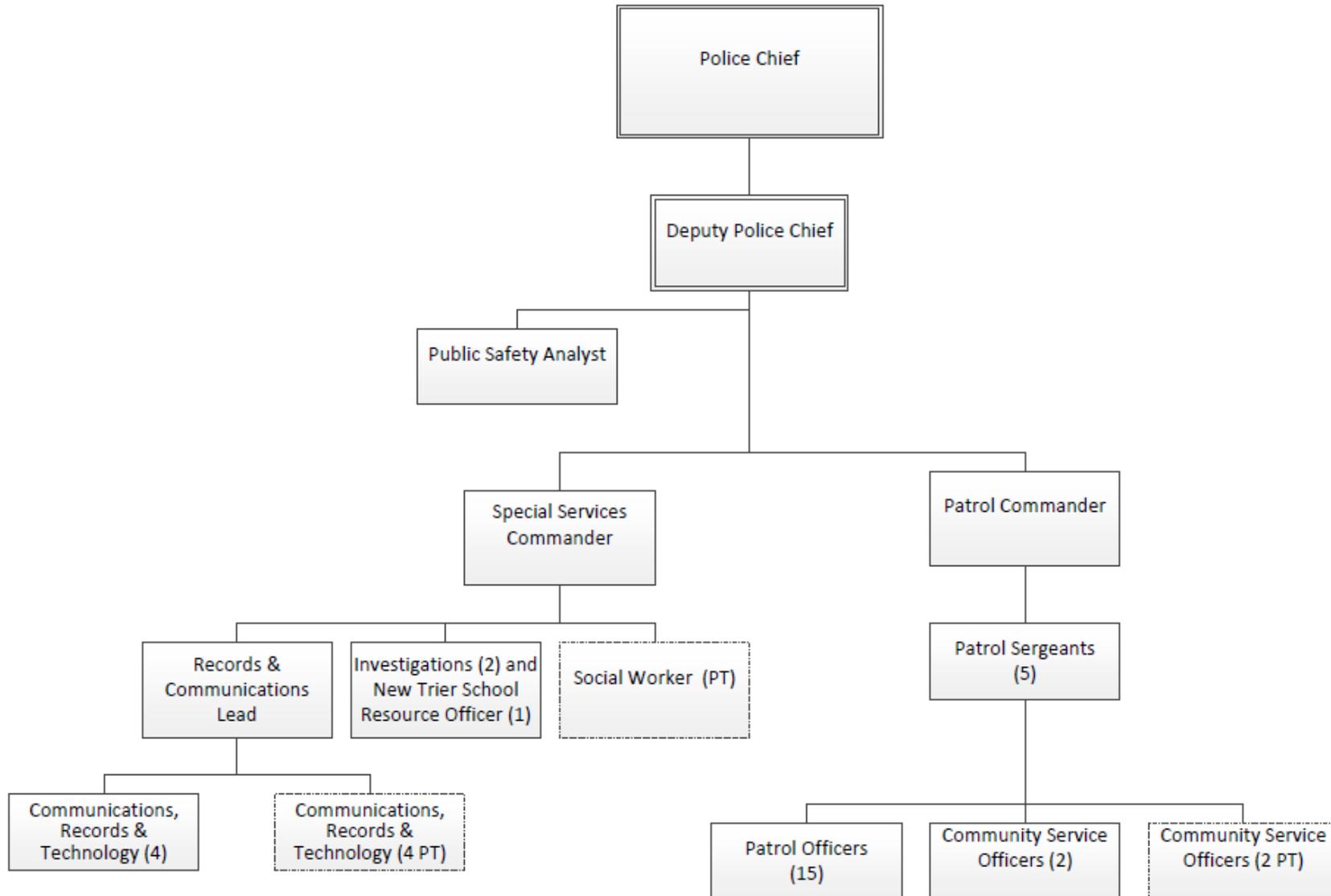
Police	Actual	Budget	Estimate	Budget	% Change	% Change
	2015	2016 A	2016 B	2017 C	A to C	B to C
Salaries and Benefits	\$ 5,638,080	\$ 5,918,554	\$ 6,003,926	\$ 6,351,484	7.3%	5.8%
Services and Supplies	\$ 931,379	\$ 1,127,975	\$ 1,071,768	\$ 1,132,692	0.4%	5.7%
Insurance	\$ 22,464	\$ 30,000	\$ 30,000	\$ 30,000	0.0%	0.0%
Total Operating Exp.	\$ 6,591,923	\$ 7,076,529	\$ 7,105,694	\$ 7,514,176	6.2%	5.7%
Capital Outlay	\$ 202,242	\$ 60,000	\$ 60,000	\$ 435,000	625.0%	625.0%
Total Department	\$ 6,794,165	\$ 7,136,529	\$ 7,165,694	\$ 7,949,176	11.4%	10.9%

## Police



# Organizational Chart

## Village of Winnetka Police Department



## Department Metrics

<b>Annual Activity Summary</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>% Change</b>
Calls for Service	7,449	7,771	7,357	-4%
Crime Reports	298	308	319	-3%
Custodial Arrests	96	102	137	-6%
Ordinance Citations	181	144	133	26%
Traffic - Citations & Warnings	2,398	2,463	3,234	-3%
Parking Citations	3,740	4,651	4,744	-20%
Total Traffic Crashes	293	321	324	-9%
Other Department Services	12,594	10,898	10,124	16%
Department Training (hours)	4,915	5,327	3,311	-8%



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division 01 - Department Wide							
EXPENSE							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.26.01-512	Overtime Salaries	.00	.00	.00	.00		.00
100.26.01-513	Part Time Salaries	.00	.00	20,000.00	30,048.00		30,048.00
Position Transactions							
<i>Level</i>	<i>Position</i>						<i>Total Amount</i>
Manager	261101 - Social Worker / Part Time			Earnings			30,048.00
							Manager Totals
							<b>\$30,048.00</b>
100.26.01-518	Other Compensation	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,000.00</b>	<b>\$30,048.00</b>	<b>+++</b>	<b>\$30,048.00</b>
<b>Benefits</b>							
100.26.01-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.26.01-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.26.01-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	.00		.00
100.26.01-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
<i>Benefits Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Pensions</b>							
100.26.01-523	Fringe Benefits - Medicare	.00	.00	300.00	436.00		436.00
100.26.01-524	Fringe Benefits - Social Security	.00	.00	1,400.00	1,863.00		1,863.00
100.26.01-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
100.26.01-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
<i>Pensions Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,700.00</b>	<b>\$2,299.00</b>	<b>+++</b>	<b>\$2,299.00</b>
<i>Salary and Benefits Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,700.00</b>	<b>\$32,347.00</b>	<b>+++</b>	<b>\$32,347.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division <b>01 - Department Wide</b>							
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
100.26.01-553	Legal Services	25,000.00	10,000.00	10,000.00	10,000.00		.00
100.26.01-554	Social Work	35,000.00	40,000.00	.00	.00	(100)	(40,000.00)
100.26.01-556	Village Data Processing / Network Charge	105,090.00	105,090.00	105,090.00	105,090.00		.00

Budget Transactions						
Level	Transaction	Number of Units	Cost Per Unit	Total Amount		
Manager	Network support and computer charges	1.00	105,090.00	105,090.00		
				Manager Totals		\$105,090.00

100.26.01-557	Technology Licensing & Maintenance	156,990.00	200,990.00	200,990.00	181,390.00	(10)	(19,600.00)
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Budget Transactions						
Level	Transaction	Number of Units	Cost Per Unit	Total Amount		
Manager	911 equipment maintenance	1.00	8,000.00	8,000.00		
Manager	CAD maintenance	1.00	30,000.00	30,000.00		
Manager	Code Red service	1.00	4,500.00	4,500.00		
Manager	Computer network maintenance (Contract)	1.00	30,140.00	30,140.00		
Manager	E-Ticketing system	1.00	20,000.00	20,000.00		
Manager	Mobile data terminal charges	13.00	550.00	7,150.00		
Manager	NORCOM assessment	1.00	3,000.00	3,000.00		
Manager	NORCOM consultant	1.00	1,400.00	1,400.00		
Manager	NORCOM line charges	1.00	41,200.00	41,200.00		
Manager	PSAP consolidation consultant	1.00	5,000.00	5,000.00		
Manager	Records management (PIMS)	1.00	3,000.00	3,000.00		
Manager	Video security enhancements	1.00	20,000.00	20,000.00		
Manager	Video security service and maintenance	1.00	8,000.00	8,000.00		
				Manager Totals		\$181,390.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
<b>Division 01 - Department Wide</b>							
100.26.01-562	Dispatch Services	.00	.00	.00	60,000.00		60,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Consolidated dispatch contingency				1.00	60,000.00	60,000.00
						Manager Totals	\$60,000.00
100.26.01-563	Telephone Service	72,000.00	42,207.00	26,000.00	27,612.00	(35)	(14,595.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	773-R06-**** (AT&T data) Wireless 911 circuit (Paid by State)				1.00	.01	.01
Manager	847-***-0580 (CallOne POTS) 911 VoIP line				12.00	60.00	720.00
Manager	847-***-1537 (AT&T POTS) 911 contingency line				12.00	210.00	2,520.00
Manager	847-***-1553 (AT&T POTS) 911 contingency line				12.00	210.00	2,520.00
Manager	847-***-2121 (CallOne POTS) PD/FD emergency line				12.00	60.00	720.00
Manager	847-***-2561 (CallOne POTS) PD/FD emergency line				12.00	60.00	720.00
Manager	847-***-5905 (AT&T data) E911 circuit (Paid for by State)				1.00	.01	.01
Manager	847-***-5908 (AT&T data) E911 circuit (Paid for by State)				1.00	.01	.01
Manager	847-***-6034 (CallOne POTS) Police non-emergency line				12.00	60.00	720.00
Manager	847-***-6157 (CallOne POTS) Police non-emergency line				12.00	60.00	720.00
Manager	847-***-6158 (CallOne POTS) Police non-emergency line				12.00	60.00	720.00
Manager	847-***-6167 (CallOne POTS) Police non-emergency line				12.00	60.00	720.00
Manager	847-Z97-**** (AT&T data) Kenilworth RED Center circuit				12.00	900.00	10,800.00
Manager	HCFD.686***.LB (FirstComm T1) RED Center circuits				12.00	370.00	4,440.00
Manager	Monthly PRI share (Comcast)				12.00	190.99	2,291.88
						Manager Totals	\$27,611.91



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division <b>01 - Department Wide</b>							

100.26.01-564	Cell Phones & Radios	24,000.00	24,000.00	24,000.00	24,000.00		.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Level</i>	<i>Transaction</i>			
Manager	Cellular service	1.00	19,000.00	19,000.00
Manager	Radio maintenance	1.00	5,000.00	5,000.00
			Manager Totals	\$24,000.00

100.26.01-566	Other Operating Services	35,800.00	33,500.00	33,500.00	38,000.00	13	4,500.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Level</i>	<i>Transaction</i>			
Manager	Administrative services	1.00	1,500.00	1,500.00
Manager	Animal control expenses	1.00	1,500.00	1,500.00
Manager	Background and investigation services	1.00	8,700.00	8,700.00
Manager	Citation printing	1.00	1,500.00	1,500.00
Manager	Fitness exams	1.00	4,000.00	4,000.00
Manager	Innoculations	1.00	500.00	500.00
Manager	Lexipol and other inspectional services	1.00	8,500.00	8,500.00
Manager	Medical exams and mortuary services	1.00	1,000.00	1,000.00
Manager	Mobile video maintenance	1.00	1,200.00	1,200.00
Manager	Parking ticket system maintenance	1.00	1,500.00	1,500.00
Manager	Postage	1.00	4,000.00	4,000.00
Manager	Radar maintenance & certifications	1.00	1,000.00	1,000.00
Manager	Random D&A testing	1.00	1,600.00	1,600.00
Manager	Towing	1.00	1,500.00	1,500.00
			Manager Totals	\$38,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
<b>Division 01 - Department Wide</b>							
100.26.01-568	Utilities	44,500.00	44,500.00	44,500.00	44,500.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Water, electric, and stormwater fees				1.00	44,500.00	44,500.00
Manager Totals							\$44,500.00
100.26.01-570	Repair & Maintenance - Buildings	132,200.00	105,200.00	105,200.00	135,200.00	29	30,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Building fire insurance				1.00	8,600.00	8,600.00
Manager	Building furnishings				1.00	10,000.00	10,000.00
Manager	Building repairs and maintenance				1.00	20,000.00	20,000.00
Manager	Custodial services				1.00	22,000.00	22,000.00
Manager	Flooring				1.00	15,000.00	15,000.00
Manager	HVAC/mechanical system R&R				1.00	20,000.00	20,000.00
Manager	Interview rooms				1.00	10,000.00	10,000.00
Manager	Janitor supplies				1.00	3,000.00	3,000.00
Manager	Laundry and floor mat service				1.00	3,600.00	3,600.00
Manager	Lunch room				1.00	20,000.00	20,000.00
Manager	Miscellaneous supplies				1.00	3,000.00	3,000.00
Manager Totals							\$135,200.00
100.26.01-574	Vehicle Maint Service Charge	143,728.00	150,372.00	150,372.00	153,684.00	2	3,312.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Fleet services assessment				1.00	153,684.00	153,684.00
Manager Totals							\$153,684.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
<b>Division 01 - Department Wide</b>							
100.26.01-575	Rental - Office Equipment	9,000.00	9,000.00	9,000.00	7,500.00	(17)	(1,500.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Copier rental				1.00	7,500.00	7,500.00
Manager Totals							\$7,500.00
100.26.01-580	Memberships & Publications	41,559.00	41,816.00	41,816.00	43,516.00	4	1,700.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Crime lab building maintenance fund				1.00	3,000.00	3,000.00
Manager	Crime lab fee				1.00	19,000.00	19,000.00
Manager	ILEAS membership				1.00	120.00	120.00
Manager	NEMERT memberships				28.00	90.00	2,520.00
Manager	NIPAS fees				1.00	6,200.00	6,200.00
Manager	NIPSTA memberships				28.00	167.00	4,676.00
Manager	NORTAF fees				1.00	5,500.00	5,500.00
Manager	Professional memberships				1.00	2,500.00	2,500.00
Manager Totals							\$43,516.00
100.26.01-581	Training & Travel	66,000.00	70,000.00	70,000.00	70,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Books periodicals and videos				1.00	1,000.00	1,000.00
Manager	Fitness supplies and maintenance				1.00	5,000.00	5,000.00
Manager	Professional conferences				1.00	5,000.00	5,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
<b>Division 01 - Department Wide</b>							
	Manager					1.00	36,000.00
	Manager					1.00	23,000.00
							Manager Totals
							\$70,000.00
100.26.01-582	Tuition Assistance	4,400.00	5,400.00	5,400.00	6,800.00	26	1,400.00
	<i>Services &amp; Charges Totals</i>	\$895,267.00	\$882,075.00	\$825,868.00	\$907,292.00	3%	\$25,217.00
	<b>Supplies</b>						
100.26.01-539	Police Equipment	32,100.00	71,600.00	71,600.00	45,100.00	(37)	(26,500.00)
<b>Budget Transactions</b>							
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	Automatic external defibrillators				1.00	4,000.00
	Manager	Body armor				1.00	5,000.00
	Manager	Breathalyzer supplies				1.00	900.00
	Manager	Community relations supplies				1.00	4,000.00
	Manager	Crime prevention supplies				1.00	4,000.00
	Manager	Crime scene supplies				1.00	4,000.00
	Manager	Crossing guard supplies				1.00	500.00
	Manager	Detention supplies				1.00	500.00
	Manager	Investigations supplies				1.00	3,000.00
	Manager	Patrol supplies and equipment				1.00	5,000.00
	Manager	Property and evidence storage supplies				1.00	1,000.00
	Manager	Traffic safety equipment				1.00	1,500.00
	Manager	Uniform, patches				1.00	1,200.00
	Manager	Uniforms, new officers				2.00	4,500.00
	Manager	Uniforms, promotions				1.00	1,500.00
							Manager Totals
							\$45,100.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division <b>01 - Department Wide</b>							
100.26.01-540	Other Operating Supplies	43,100.00	43,100.00	43,100.00	43,100.00		.00

Budget Transactions

<i>Level</i>	<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Administration supplies	1.00	5,000.00	5,000.00
Manager	Batteries and UPS supplies	1.00	2,500.00	2,500.00
Manager	CSO supplies	1.00	1,500.00	1,500.00
Manager	First aid and universal precaution supplies	1.00	4,000.00	4,000.00
Manager	Miscellaneous supplies	1.00	4,000.00	4,000.00
Manager	NIPAS and emergency management supplies	1.00	3,000.00	3,000.00
Manager	Paper and office supplies	1.00	3,000.00	3,000.00
Manager	Parking permits and tags	1.00	5,600.00	5,600.00
Manager	Printer and copier supplies	1.00	6,000.00	6,000.00
Manager	Printing expenses	1.00	5,000.00	5,000.00
Manager	Prisoner food and services	1.00	1,500.00	1,500.00
Manager	Records and communications supplies	1.00	2,000.00	2,000.00
<b>Manager Totals</b>				<b>\$43,100.00</b>

100.26.01-542	Vehicles, Parts and Equipment	156,200.00	131,200.00	131,200.00	137,200.00	5	6,000.00
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Budget Transactions

<i>Level</i>	<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Miscellaneous squad supplies	1.00	2,000.00	2,000.00
Manager	Mobile data terminals	1.00	5,000.00	5,000.00
Manager	Mobile video maintenance	1.00	1,200.00	1,200.00
Manager	Mobile video systems	1.00	2,000.00	2,000.00
Manager	Radar units	1.00	6,000.00	6,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division 01 - Department Wide							
Manager	Squad equipment installation and repairs					1.00	12,500.00
Manager	Squad fleet replacement					3.00	35,000.00
Manager	Vehicle cleaning and decontamination					1.00	3,000.00
Manager	Vehicle rental					1.00	500.00
Manager Totals							\$137,200.00
<i>Supplies Totals</i>		\$231,400.00	\$245,900.00	\$245,900.00	\$225,400.00	(8%)	(\$20,500.00)
<i>Services and Supplies Totals</i>		\$1,126,667.00	\$1,127,975.00	\$1,071,768.00	\$1,132,692.00	0%	\$4,717.00
<b>Capital Outlay</b>							
100.26.01-615	Buildings & Structures	100,000.00	60,000.00	60,000.00	.00	(100)	(60,000.00)
100.26.01-620	Improvements Other Than Buildings	.00	.00	.00	.00		.00
100.26.01-625	Heavy Machinery	.00	.00	.00	.00		.00
100.26.01-630	Motor Vehicles	.00	.00	.00	.00		.00
100.26.01-635	Furniture & Fixtures	.00	.00	.00	.00		.00
100.26.01-640	Office and Other Equipment	.00	.00	.00	.00		.00
100.26.01-645	Technology	150,000.00	.00	.00	435,000.00		435,000.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
Manager	Communications consolidation project					1.00	185,000.00
Manager	Communications system periodic upgrade					1.00	250,000.00
Manager Totals							\$435,000.00
<i>Capital Outlay Totals</i>		\$250,000.00	\$60,000.00	\$60,000.00	\$435,000.00	625%	\$375,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>Department 26 - Police</b>								
<b>Division 01 - Department Wide</b>								
<b><u>Insurance and Other Chargebacks</u></b>								
100.26.01-530	Liability Insurance	30,000.00	30,000.00	30,000.00	30,000.00		.00	
Budget Transactions								
<i>Level</i>		<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager		Police professional insurance				1.00	30,000.00	30,000.00
						Manager Totals	\$30,000.00	
<i>Insurance and Other Chargebacks Totals</i>		\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	0%	\$0.00	
Division <b>01 - Department Wide</b> Totals		\$1,406,667.00	\$1,217,975.00	\$1,183,468.00	\$1,630,039.00	34%	\$412,064.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division 10 - Administration							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.26.10-511	Regular Salaries	608,045.00	621,420.00	621,420.00	638,991.00	3	17,571.00
<i>Position Transactions</i>							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		260101 - Police Chief		Earnings		155,258.00
	Manager		260201 - Deputy Police Chief		Earnings		145,333.00
	Manager		260301 - Commander of Police		Earnings		135,079.00
	Manager		260302 - Commander of Police		Earnings		135,079.00
	Manager		260701 - Public Safety Analyst		Earnings		67,742.00
	Manager		269998 - PD Budget Only Sworn		Earnings		500.00
						<b>Manager Totals</b>	<b>\$638,991.00</b>
100.26.10-512	Overtime Salaries	509.00	.00	6,200.00	.00		.00
100.26.10-515	Sick Cashed In	13,751.00	6,495.00	34,930.00	10,629.00	64	4,134.00
100.26.10-516	Holiday Salaries	2,145.00	.00	.00	.00		.00
100.26.10-518	Other Compensation	2,500.00	6,260.00	6,260.00	6,980.00	12	720.00
	<i>Employee Pay Totals</i>	<b>\$626,950.00</b>	<b>\$634,175.00</b>	<b>\$668,810.00</b>	<b>\$656,600.00</b>	<b>4%</b>	<b>\$22,425.00</b>
<b>Benefits</b>							
100.26.10-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.26.10-521	Fringe Benefits - Worker's Compensation	39,996.00	39,996.00	39,996.00	39,996.00		.00
100.26.10-522	Fringe Benefits - Medical / Dental Insurance	87,237.00	100,840.00	100,840.00	107,953.00	7	7,113.00
100.26.10-528	Fringe Benefits - Life Insurance	434.00	554.00	554.00	553.00		(1.00)
	<i>Benefits Totals</i>	<b>\$127,667.00</b>	<b>\$141,390.00</b>	<b>\$141,390.00</b>	<b>\$148,502.00</b>	<b>5%</b>	<b>\$7,112.00</b>
<b>Pensions</b>							
100.26.10-523	Fringe Benefits - Medicare	9,054.00	9,142.00	9,142.00	9,520.00	4	378.00
100.26.10-524	Fringe Benefits - Social Security	11,823.00	3,869.00	3,869.00	4,200.00	9	331.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
<b>Division 10 - Administration</b>							
100.26.10-525	Fringe Benefits - IMRF Pension Er Contribution	11,204.00	8,949.00	8,949.00	9,193.00	3	244.00
100.26.10-526	Fringe Benefits - Police Pension Er Contribution	.00	268,886.00	268,886.00	294,277.00	9	25,391.00
100.26.10-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
<i>Pensions Totals</i>		\$32,081.00	\$290,846.00	\$290,846.00	\$317,190.00	9%	\$26,344.00
<i>Salary and Benefits Totals</i>		\$786,698.00	\$1,066,411.00	\$1,101,046.00	\$1,122,292.00	5%	\$55,881.00
Division 10 - Administration Totals		\$786,698.00	\$1,066,411.00	\$1,101,046.00	\$1,122,292.00	5%	\$55,881.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division 13 - Community Service Officers							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.26.13-511	Regular Salaries	136,360.00	142,149.00	142,149.00	148,422.00	4	6,273.00
Position Transactions							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		260901 - Community Service Officer		Earnings		74,212.00
	Manager		260902 - Community Service Officer		Earnings		74,210.00
						Manager Totals	\$148,422.00
100.26.13-512	Overtime Salaries	2,494.00	2,494.00	2,494.00	2,531.00	1	37.00
100.26.13-513	Part Time Salaries	72,299.00	71,785.00	77,385.00	87,750.00	22	15,965.00
Position Transactions							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		261001 - Crossing Guard/Part-Time CSO		Earnings		47,471.00
	Manager		261002 - Crossing Guard/Part-Time CSO		Earnings		40,279.00
						Manager Totals	\$87,750.00
100.26.13-515	Sick Cashed In	.00	.00	.00	.00		.00
100.26.13-518	Other Compensation	2,080.00	2,080.00	2,080.00	2,140.00	3	60.00
	<i>Employee Pay Totals</i>	<b>\$213,233.00</b>	<b>\$218,508.00</b>	<b>\$224,108.00</b>	<b>\$240,843.00</b>	<b>10%</b>	<b>\$22,335.00</b>
<b>Benefits</b>							
100.26.13-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.26.13-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division <b>13 - Community Service Officers</b>							
100.26.13-522	Fringe Benefits - Medical / Dental Insurance	27,039.00	28,853.00	28,853.00	30,952.00	7	2,099.00
100.26.13-528	Fringe Benefits - Life Insurance	97.00	114.00	114.00	113.00	(1)	(1.00)
	<i>Benefits Totals</i>	\$27,136.00	\$28,967.00	\$28,967.00	\$31,065.00	7%	\$2,098.00
<b><u>Pensions</u></b>							
100.26.13-523	Fringe Benefits - Medicare	3,092.00	3,102.00	3,102.00	3,492.00	13	390.00
100.26.13-524	Fringe Benefits - Social Security	13,221.00	13,265.00	13,265.00	14,931.00	13	1,666.00
100.26.13-525	Fringe Benefits - IMRF Pension Er Contribution	31,025.00	35,614.00	35,614.00	32,392.00	(9)	(3,222.00)
100.26.13-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.26.13-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$47,338.00	\$51,981.00	\$51,981.00	\$50,815.00	(2%)	(\$1,166.00)
	<i>Salary and Benefits Totals</i>	\$287,707.00	\$299,456.00	\$305,056.00	\$322,723.00	8%	\$23,267.00
<b><u>Services and Supplies</u></b>							
<b><u>Supplies</u></b>							
100.26.13-540	Other Operating Supplies	.00	.00	.00	.00		.00
	<i>Supplies Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Services and Supplies Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Division <b>13 - Community Service Officers Totals</b>		\$287,707.00	\$299,456.00	\$305,056.00	\$322,723.00	8%	\$23,267.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division 14 - General & Criminal Records							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.26.14-511	Regular Salaries	161,468.00	85,604.00	85,604.00	88,483.00	3	2,879.00
Position Transactions							
<i>Level</i>	<i>Position</i>						<i>Total Amount</i>
Manager	260801 - Lead Communications Officer						88,483.00
							Manager Totals
							<b>\$88,483.00</b>
100.26.14-512	Overtime Salaries	11,045.00	11,042.00	11,042.00	10,187.00	(8)	(855.00)
100.26.14-513	Part Time Salaries	.00	44,745.00	44,745.00	49,763.00	11	5,018.00
Position Transactions							
<i>Level</i>	<i>Position</i>						<i>Total Amount</i>
Manager	260807 - Communications Officer/Part-Time						23,352.00
Manager	260808 - Communications Officer/Part-Time						26,411.00
							Manager Totals
							<b>\$49,763.00</b>
100.26.14-515	Sick Cashed In	.00	.00	.00	.00		.00
100.26.14-516	Holiday Salaries	2,145.00	2,153.00	2,153.00	2,301.00	7	148.00
100.26.14-518	Other Compensation	1,140.00	1,070.00	1,070.00	1,110.00	4	40.00
	<i>Employee Pay Totals</i>	<b>\$175,798.00</b>	<b>\$144,614.00</b>	<b>\$144,614.00</b>	<b>\$151,844.00</b>	<b>5%</b>	<b>\$7,230.00</b>
<b>Benefits</b>							
100.26.14-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.26.14-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.26.14-522	Fringe Benefits - Medical / Dental Insurance	21,313.00	7,966.00	7,966.00	8,577.00	8	611.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division <b>14 - General &amp; Criminal Records</b>							
100.26.14-528	Fringe Benefits - Life Insurance	115.00	62.00	62.00	61.00	(2)	(1.00)
	<i>Benefits Totals</i>	\$21,428.00	\$8,028.00	\$8,028.00	\$8,638.00	8%	\$610.00
<b><u>Pensions</u></b>							
100.26.14-523	Fringe Benefits - Medicare	2,549.00	1,921.00	1,921.00	2,202.00	15	281.00
100.26.14-524	Fringe Benefits - Social Security	10,900.00	8,215.00	8,215.00	9,415.00	15	1,200.00
100.26.14-525	Fringe Benefits - IMRF Pension Er Contribution	25,578.00	14,321.00	14,321.00	16,870.00	18	2,549.00
100.26.14-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.26.14-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$39,027.00	\$24,457.00	\$24,457.00	\$28,487.00	16%	\$4,030.00
	<i>Salary and Benefits Totals</i>	\$236,253.00	\$177,099.00	\$177,099.00	\$188,969.00	7%	\$11,870.00
Division <b>14 - General &amp; Criminal Records Totals</b>		\$236,253.00	\$177,099.00	\$177,099.00	\$188,969.00	7%	\$11,870.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division 15 - Communications							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.26.15-511	Regular Salaries	280,264.00	301,573.00	301,573.00	314,347.00	4	12,774.00
Position Transactions							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		260802 - Communications Officer		Earnings		79,783.00
	Manager		260803 - Communications Officer		Earnings		79,782.00
	Manager		260804 - Communications Officer		Earnings		79,782.00
	Manager		260809 - Communications Officer		Earnings		75,000.00
						Manager Totals	\$314,347.00
100.26.15-512	Overtime Salaries	22,036.00	22,036.00	22,036.00	22,588.00	3	552.00
100.26.15-513	Part Time Salaries	89,092.00	41,184.00	41,184.00	45,619.00	11	4,435.00
Position Transactions							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		260805 - Communications Officer/Part-Time		Earnings		25,021.00
	Manager		260806 - Communications Officer/Part-Time		Earnings		20,598.00
						Manager Totals	\$45,619.00
100.26.15-515	Sick Cashed In	.00	.00	.00	1,789.00		1,789.00
100.26.15-516	Holiday Salaries	6,253.00	4,036.00	8,574.00	8,900.00	121	4,864.00
100.26.15-518	Other Compensation	4,888.00	2,580.00	2,580.00	2,680.00	4	100.00
	<i>Employee Pay Totals</i>	<b>\$402,533.00</b>	<b>\$371,409.00</b>	<b>\$375,947.00</b>	<b>\$395,923.00</b>	<b>7%</b>	<b>\$24,514.00</b>
<b>Benefits</b>							
100.26.15-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.26.15-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division <b>15 - Communications</b>							
100.26.15-522	Fringe Benefits - Medical / Dental Insurance	.00	66,781.00	66,781.00	70,969.00	6	4,188.00
100.26.15-528	Fringe Benefits - Life Insurance	.00	184.00	184.00	239.00	30	55.00
	<i>Benefits Totals</i>	<b>\$0.00</b>	<b>\$66,965.00</b>	<b>\$66,965.00</b>	<b>\$71,208.00</b>	<b>6%</b>	<b>\$4,243.00</b>
<b><u>Pensions</u></b>							
100.26.15-523	Fringe Benefits - Medicare	5,837.00	5,028.00	5,028.00	5,740.00	14	712.00
100.26.15-524	Fringe Benefits - Social Security	24,957.00	21,503.00	21,503.00	24,547.00	14	3,044.00
100.26.15-525	Fringe Benefits - IMRF Pension Er Contribution	50,147.00	50,710.00	50,710.00	50,569.00		(141.00)
100.26.15-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.26.15-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	<b>\$80,941.00</b>	<b>\$77,241.00</b>	<b>\$77,241.00</b>	<b>\$80,856.00</b>	<b>5%</b>	<b>\$3,615.00</b>
	<i>Salary and Benefits Totals</i>	<b>\$483,474.00</b>	<b>\$515,615.00</b>	<b>\$520,153.00</b>	<b>\$547,987.00</b>	<b>6%</b>	<b>\$32,372.00</b>
Division <b>15 - Communications Totals</b>		<b>\$483,474.00</b>	<b>\$515,615.00</b>	<b>\$520,153.00</b>	<b>\$547,987.00</b>	<b>6%</b>	<b>\$32,372.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division 16 - Investigations							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.26.16-511	Regular Salaries	268,035.00	274,175.00	274,175.00	282,616.00	3	8,441.00
Position Transactions							
<i>Level</i>	<i>Position</i>						<i>Total Amount</i>
Manager	260405 - Police Officer				Earnings		95,879.00
Manager	260410 - Police Officer				Earnings		93,181.00
Manager	260411 - Police Officer				Earnings		93,181.00
Manager	269998 - PD Budget Only Sworn				Earnings		375.00
<b>Manager Totals</b>							<b>\$282,616.00</b>
100.26.16-512	Overtime Salaries	45,102.00	25,102.00	30,000.00	31,162.00	24	6,060.00
100.26.16-515	Sick Cashed In	4,295.00	4,011.00	4,184.00	1,959.00	(51)	(2,052.00)
100.26.16-516	Holiday Salaries	5,155.00	5,077.00	6,104.00	6,300.00	24	1,223.00
100.26.16-518	Other Compensation	4,360.00	2,760.00	2,760.00	3,300.00	20	540.00
<i>Employee Pay Totals</i>		<b>\$326,947.00</b>	<b>\$311,125.00</b>	<b>\$317,223.00</b>	<b>\$325,337.00</b>	<b>5%</b>	<b>\$14,212.00</b>
<b>Benefits</b>							
100.26.16-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.26.16-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.26.16-522	Fringe Benefits - Medical / Dental Insurance	41,345.00	64,020.00	64,020.00	68,523.00	7	4,503.00
100.26.16-528	Fringe Benefits - Life Insurance	192.00	221.00	221.00	218.00	(1)	(3.00)
<i>Benefits Totals</i>		<b>\$41,537.00</b>	<b>\$64,241.00</b>	<b>\$64,241.00</b>	<b>\$68,741.00</b>	<b>7%</b>	<b>\$4,500.00</b>
<b>Pensions</b>							
100.26.16-523	Fringe Benefits - Medicare	4,740.00	4,107.00	4,107.00	4,717.00	15	610.00
100.26.16-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.26.16-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
<b>Division 16 - Investigations</b>							
100.26.16-526	Fringe Benefits - Police Pension Er Contribution	149,484.00	134,319.00	134,319.00	148,322.00	10	14,003.00
100.26.16-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$154,224.00	\$138,426.00	\$138,426.00	\$153,039.00	11%	\$14,613.00
	<i>Salary and Benefits Totals</i>	\$522,708.00	\$513,792.00	\$519,890.00	\$547,117.00	6%	\$33,325.00
Division	<b>16 - Investigations Totals</b>	\$522,708.00	\$513,792.00	\$519,890.00	\$547,117.00	6%	\$33,325.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division 17 - Uniformed Patrol							

EXPENSE

**Salary and Benefits**

**Employee Pay**

100.26.17-511	Regular Salaries	1,791,809.00	1,858,128.00	1,858,128.00	1,916,286.00	3	58,158.00
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Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>			<i>Total Amount</i>
Manager	260401 - Police Officer	Earnings				95,879.00
Manager	260402 - Police Officer	Earnings				73,102.00
Manager	260403 - Police Officer	Earnings				68,078.00
Manager	260404 - Police Officer	Earnings				88,394.00
Manager	260406 - Police Officer	Earnings				95,879.00
Manager	260407 - Police Officer	Earnings				71,700.00
Manager	260408 - Police Officer	Earnings				95,879.00
Manager	260409 - Police Officer	Earnings				94,737.00
Manager	260412 - Police Officer	Earnings				78,644.00
Manager	260413 - Police Officer	Earnings				93,181.00
Manager	260414 - Police Officer	Earnings				87,934.00
Manager	260415 - Police Officer	Earnings				74,378.00
Manager	260416 - Police Officer	Earnings				87,017.00
Manager	260417 - Police Officer	Earnings				81,212.00
Manager	260418 - Police Officer	Earnings				82,129.00
Manager	260419 - Police Officer	Earnings				73,749.00
Manager	260501 - Sergeant of Police	Earnings				115,511.00
Manager	260502 - Sergeant of Police	Earnings				115,511.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
<b>Division 17 - Uniformed Patrol</b>							
	Manager		260503 - Sergeant of Police		Earnings		105,288.00
	Manager		260504 - Sergeant of Police		Earnings		115,511.00
	Manager		260505 - Sergeant of Police		Earnings		113,956.00
	Manager		269998 - PD Budget Only Sworn		Earnings		8,617.00
						Manager Totals	<b>\$1,916,286.00</b>
100.26.17-512	Overtime Salaries	137,862.00	157,862.00	157,862.00	175,990.00	11	18,128.00
100.26.17-515	Sick Cashed In	21,994.00	15,288.00	15,288.00	32,316.00	111	17,028.00
100.26.17-516	Holiday Salaries	41,322.00	39,199.00	52,000.00	52,138.00	33	12,939.00
100.26.17-518	Other Compensation	15,650.00	17,420.00	17,420.00	19,990.00	15	2,570.00
	<i>Employee Pay Totals</i>	<b>\$2,008,637.00</b>	<b>\$2,087,897.00</b>	<b>\$2,100,698.00</b>	<b>\$2,196,720.00</b>	5%	<b>\$108,823.00</b>
<b>Benefits</b>							
100.26.17-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.26.17-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.26.17-522	Fringe Benefits - Medical / Dental Insurance	292,942.00	323,735.00	323,735.00	363,059.00	12	39,324.00
100.26.17-528	Fringe Benefits - Life Insurance	1,234.00	1,502.00	1,502.00	1,666.00	11	164.00
	<i>Benefits Totals</i>	<b>\$294,176.00</b>	<b>\$325,237.00</b>	<b>\$325,237.00</b>	<b>\$364,725.00</b>	12%	<b>\$39,488.00</b>
<b>Pensions</b>							
100.26.17-523	Fringe Benefits - Medicare	29,130.00	27,734.00	27,734.00	31,852.00	15	4,118.00
100.26.17-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.26.17-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
100.26.17-526	Fringe Benefits - Police Pension Er Contribution	999,296.00	905,313.00	905,313.00	996,752.00	10	91,439.00
100.26.17-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	<b>\$1,028,426.00</b>	<b>\$933,047.00</b>	<b>\$933,047.00</b>	<b>\$1,028,604.00</b>	10%	<b>\$95,557.00</b>
	<i>Salary and Benefits Totals</i>	<b>\$3,331,239.00</b>	<b>\$3,346,181.00</b>	<b>\$3,358,982.00</b>	<b>\$3,590,049.00</b>	7%	<b>\$243,868.00</b>
	Division 17 - Uniformed Patrol Totals	<b>\$3,331,239.00</b>	<b>\$3,346,181.00</b>	<b>\$3,358,982.00</b>	<b>\$3,590,049.00</b>	7%	<b>\$243,868.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 26 - Police</b>							
Division 18 - Special Detail							
<u>Salary and Benefits</u>							
<u>Employee Pay</u>							
100.26.18-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 18 - Special Detail Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department 26 - Police Totals	\$7,054,746.00	\$7,136,529.00	\$7,165,694.00	\$7,949,176.00	11%	\$812,647.00

# DEPARTMENT NARRATIVE

## FIRE DEPARTMENT

### Mission Statement/Purpose

As an All-Hazards Response Department, the Fire Department provides the community with a quality life safety and property conservation program in a comprehensive and efficient manner implemented through fire prevention, public education, fire suppression, emergency medical and rescue services.

### Current Year Department Accomplishments

- The Village Council passed an updated Fire Sprinkler Retrofit Ordinance this year which provided some financial incentives to business owner who are required to install sprinkler systems as a result of a change of use in the occupancy. The provisions also allows for delayed compliance for the water connection and a new “Pop-Up” store provision.
- Chief Berkowsky was a speaker at the 2016 Fire-Rescue International Conference held in San Antonio Texas in August of this year. He spoke on the topic Active Shooters/Rescue Task Force Responses.
- The new Engine 28 was officially placed into service this year and should serve the community for the next 20 – 25 years.
- The Department was able to train and certify two newer members of the Department as Water-Rescue Divers. It is a lengthy training process. Both members will become part of the MABAS Division 3 Dive Team.
- The Department formed a partnership with the Boy Scouts to properly dispose of torn and tattered American Flags that are dropped off by the public.
- The parking lot landscape was redesigned this year providing a more pleasing presentation to the north elevation of the Public Safety Building.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **27.0**

FY 2016 FTEs: **27.0**

FY 2015 FTEs: **27.0**

FY 2014 FTEs: **27.0**

Proposed FY 2017 Cost of Salaries and Benefits: **\$5,248,064**

Projected FY 2016 Cost of Salaries and Benefits: **\$4,940,014**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$4,893,149**

Actual FY 2015 Cost of Salaries and Benefits: **\$4,752,272**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **7.3%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$559,000**

FY 2016 Services and Supplies Budget: **\$633,098**

FY 2015 Services and Supplies Budget: **\$599,445**

FY 2014 Services and Supplies Budget: **\$589,040**

Projected Year-End FY 2016 S&S Budget: **\$563,862**

Actual FY 2015 Cost of Services and Supplies: **\$475,104**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **-11.7%**

# Fiscal Year 2017 Proposed Department Objectives

<b>Objective</b>	<b>Action Steps</b>	<b>Timeframe</b>
All radio-transmitters for the fire alarm network need to have their batteries replaced every three years.	<ul style="list-style-type: none"> <li>Enter into a contract with Fox Valley Fire &amp; Safety to check and replace the battery units in each alarm network box to ensure a properly maintained system.</li> </ul>	6/30/2017
Provide specialized Pediatric Advanced Life Support (PALS) training to all Department paramedics.	<ul style="list-style-type: none"> <li>Enter into a contract with a provider of PALS training to provide the necessary classroom and practical experience to certify each member in the American Heart Association's PALS curriculum.</li> </ul>	3/31/2017
Implement a new program titled "Pit Crew CPR" for all Department members. This program enhances the survivability of cardiac arrest patients.	<ul style="list-style-type: none"> <li>Coordinate class training dates with NIPSTA.</li> </ul>	9/30/2017
Update all Department Standard Operating Guidelines following best practices.	<ul style="list-style-type: none"> <li>Solicit feedback from Department members.</li> <li>Conduct best practice research using national, state, and local data sources.</li> </ul>	9/30/2017
Create new promotional lists as required by State law (every three years) for the positions of Fire Captain and Fire Lieutenant.	<ul style="list-style-type: none"> <li>Select testing company to administer tests.</li> <li>Develop timeline for testing process.</li> </ul>	9/24/2017
Develop procedures to implement a mobile call center in the event of inclement weather or other incidents where large volumes of calls are received.	<ul style="list-style-type: none"> <li>Develop committee to review industry best practices.</li> <li>Select process that will best meet the needs of the Village.</li> <li>Develop guidelines and purchase any needed hardware/software.</li> </ul>	6/30/2017

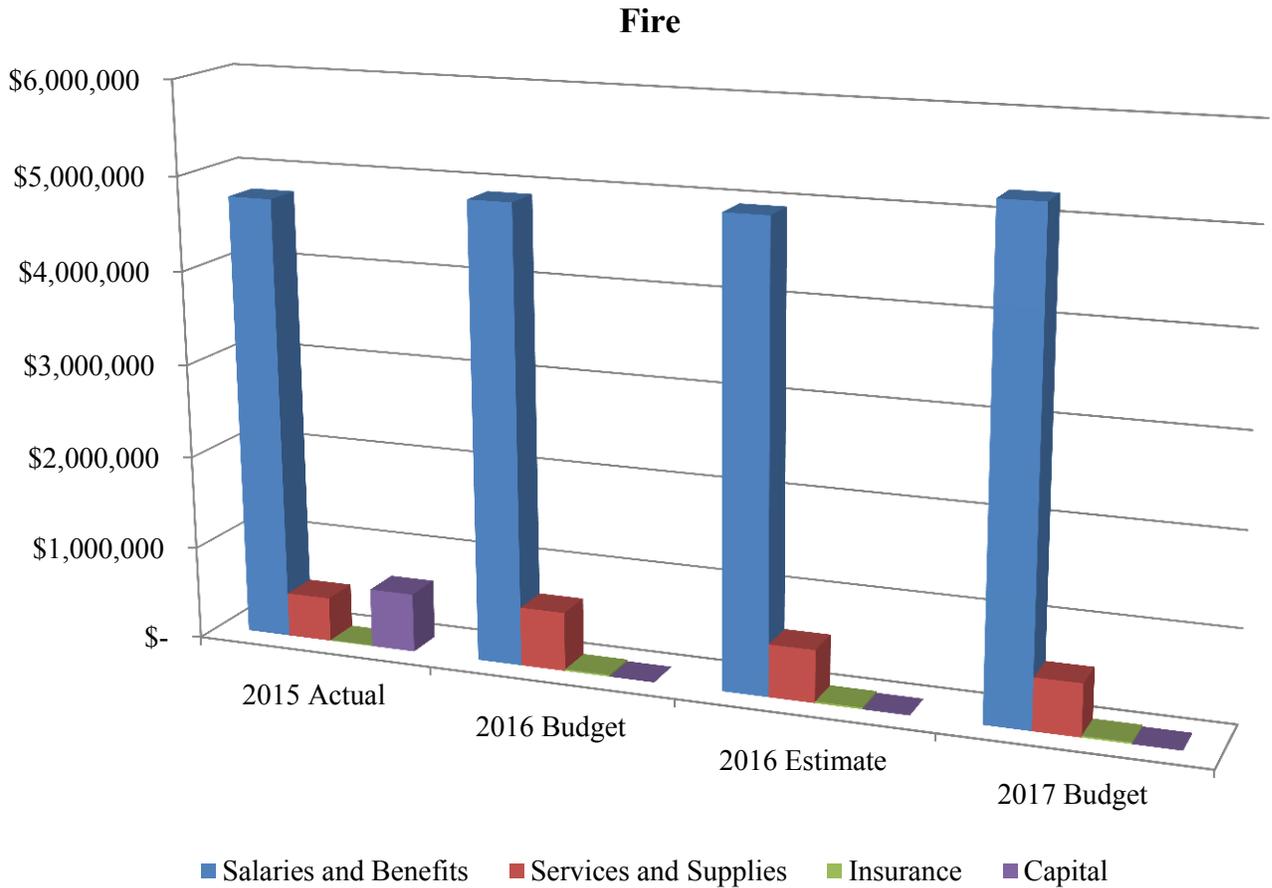


# Fiscal Year 2016 Department Objectives Review

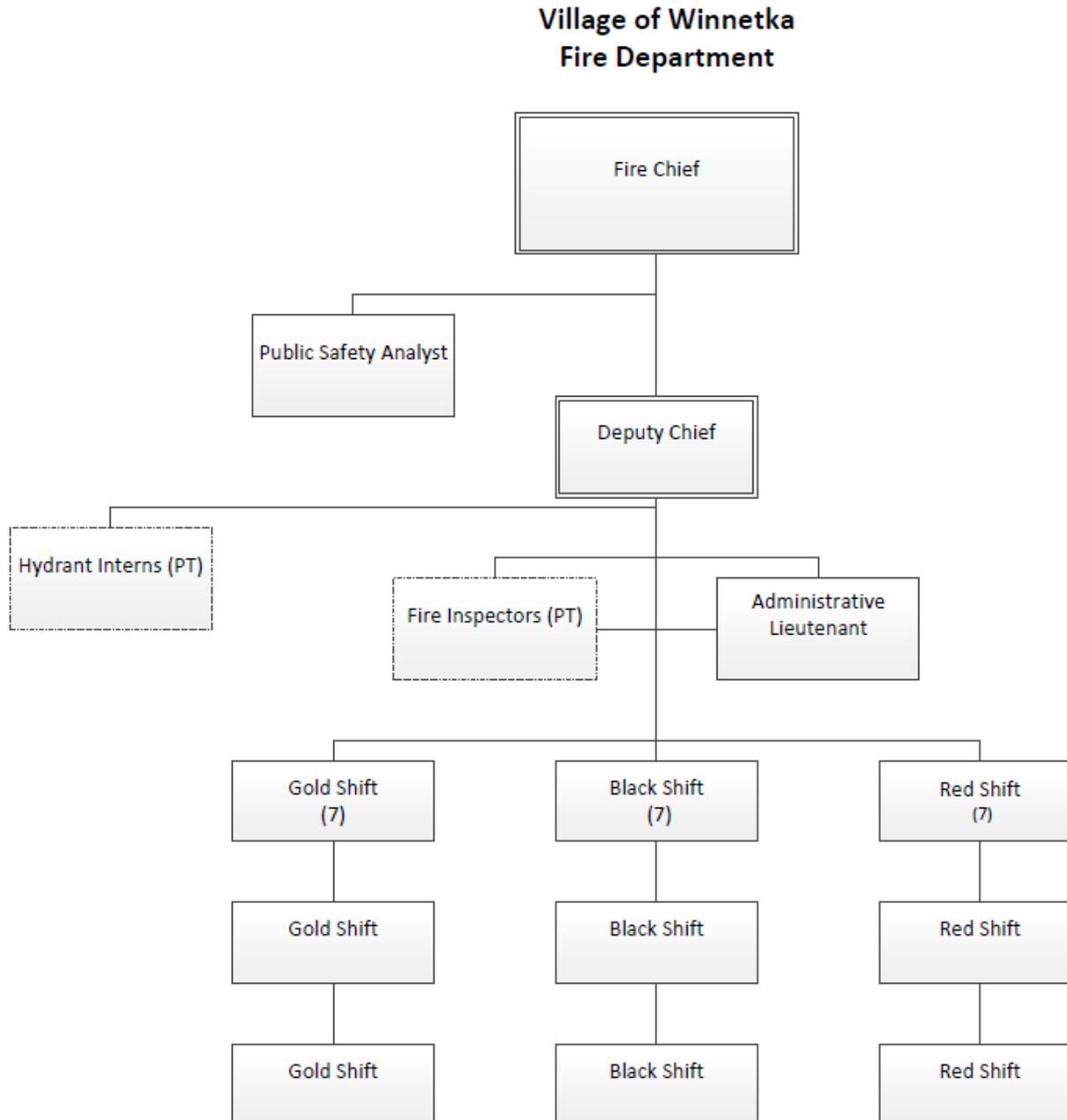
<u>Objective</u>	<u>December 31<sup>st</sup>, 2016</u> <u>Anticipated Completion Status</u>
Conduct a new firefighter applicant test in conjunction with the Northbrook Fire Department to replace the expiring eligibility list.	Completed
Complete the Village of Winnetka semi-annual employee first-aid training and education.	Completed
Upgrade the cardiac monitor on Engine 28 to be able to provide 12-lead EKG capabilities necessary for Advanced Life Support licensing.	Completed
Provide specialized Advanced Life Support training to all department paramedics.	Completed
Complete the 36 hours of on-line continuing education training and practical evolutions by outside evaluators to recertify all officers and three acting lieutenants in the Blue Card Incident Command process.	Completed
Add two members to the MABAS Division 3 Water- Rescue/Dive Team.	Completed
To create a joint training class with New Trier High School's athletic program to have all department paramedics participate and learn techniques on how to handle athletic injuries and proper equipment removal.	In progress

# Financial Summary

Fire	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change	
					A to C	B to C
Salaries and Benefits	\$ 4,752,272	\$ 4,893,149	\$ 4,940,014	\$ 5,248,064	7.3%	6.2%
Services and Supplies	\$ 475,104	\$ 633,098	\$ 563,862	\$ 559,000	-11.7%	-0.9%
Insurance	\$ 6,834	\$ 17,800	\$ 17,800	\$ 17,800	0.0%	0.0%
<b>Total Operating Exp.</b>	<b>\$ 5,234,210</b>	<b>\$ 5,544,047</b>	<b>\$ 5,521,676</b>	<b>\$ 5,824,864</b>	<b>5.1%</b>	<b>5.5%</b>
<b>Capital Outlay</b>	<b>\$ 631,915</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>0.0%</b>
<b>Total Department</b>	<b>\$ 5,866,125</b>	<b>\$ 5,544,047</b>	<b>\$ 5,521,676</b>	<b>\$ 5,824,864</b>	<b>5.1%</b>	<b>5.5%</b>



# Organizational Chart



## Department Metrics

Emergency Response by Situation Type	Actual 2013	Actual 2014	Actual 2015	Projected 2016
Fire / Explosion (NFIRS 100-170)	19	29	25	25
Rescue Call (NFIRS 300-381)	639	700	703	700
Hazardous Condition (NFIRS 400-480)	92	117	105	110
Service Call (NFIRS 500-571)	305	290	296	285
Good Intent Call (NFIRS 600-672)	457	458	477	450
False Call (NFIRS 700-751)	608	594	541	525
All Others (NFIRS 800-815)	35	9	3	10
	2,155	2,197	2,150	2,105
<b>Fire Prevention</b>				
Inspections	791	719	1,072	1,100
Plan Reviews	32	102	93	100
Consultations	124	175	166	190
Complaint/Legal/Other	33	33	65	40
	980	1,029	1,396	1,430
Training Hours	7,335	6,620	6,316	6,000
Hydrant Inspections (includes Kenilworth)	392	721	744	754



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 01 - Department Wide</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Benefits</b>							
100.28.01-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.28.01-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Pensions</b>							
100.28.01-523	Fringe Benefits - Medicare	.00	.00	.00	.00		.00
100.28.01-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.28.01-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
100.28.01-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
100.28.01-556	Village Data Processing / Network Charge	29,100.00	29,100.00	29,100.00	29,100.00		.00
100.28.01-568	Utilities	27,300.00	27,300.00	27,300.00	27,300.00		.00

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Manager	Station 28 utilities		1.00	27,000.00	27,000.00	
Manager	Training tower utilities		1.00	300.00	300.00	
				Manager Totals	\$27,300.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 01 - Department Wide</b>							
100.28.01-570	Repair & Maintenance - Buildings	69,900.00	69,900.00	55,000.00	58,900.00	(16)	(11,000.00)
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Excercise equipment - shared cost with PD				1.00	500.00	500.00
Manager	Exterior maintenance				1.00	5,500.00	5,500.00
Manager	Fitness equipment preventative maint. (split w/PD)				1.00	1,000.00	1,000.00
Manager	Garage door openers				2.00	1,500.00	3,000.00
Manager	Household supplies				1.00	4,500.00	4,500.00
Manager	Interior maintenance				1.00	13,900.00	13,900.00
Manager	Interior maintenance supplies				1.00	3,000.00	3,000.00
Manager	Station maintenance and repairs				1.00	10,000.00	10,000.00
Manager	Systems maintenance				1.00	10,000.00	10,000.00
Manager	Systems maintenance supplies				1.00	2,500.00	2,500.00
Manager	Training tower				1.00	3,000.00	3,000.00
Manager	Warning siren maintenance				1.00	2,000.00	2,000.00
<b>Manager Totals</b>							<b>\$58,900.00</b>
100.28.01-574	Vehicle Maint Service Charge	55,513.00	55,596.00	55,596.00	55,596.00		.00
100.28.01-582	Tuition Assistance	.00	.00	.00	.00		.00
	<i>Services &amp; Charges Totals</i>	<b>\$181,813.00</b>	<b>\$181,896.00</b>	<b>\$166,996.00</b>	<b>\$170,896.00</b>	<b>(6%)</b>	<b>(\$11,000.00)</b>
<b>Supplies</b>							
100.28.01-533	Medical Supplies	.00	.00	.00	.00		.00
	<i>Supplies Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
	<i>Services and Supplies Totals</i>	<b>\$181,813.00</b>	<b>\$181,896.00</b>	<b>\$166,996.00</b>	<b>\$170,896.00</b>	<b>(6%)</b>	<b>(\$11,000.00)</b>
<b>Capital Outlay</b>							
100.28.01-615	Buildings & Structures	8,306.00	.00	.00	.00		.00
100.28.01-620	Improvements Other Than Buildings	.00	.00	.00	.00		.00
100.28.01-625	Heavy Machinery	.00	.00	.00	.00		.00
100.28.01-630	Motor Vehicles	615,000.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<i>Division 01 - Department Wide</i>							
100.28.01-635	Furniture & Fixtures	.00	.00	.00	.00		.00
100.28.01-640	Office and Other Equipment	.00	.00	.00	.00		.00
100.28.01-645	Technology	.00	.00	.00	.00		.00
	<i>Capital Outlay Totals</i>	\$623,306.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b><u>Insurance and Other Chargebacks</u></b>							
100.28.01-530	Liability Insurance	17,800.00	17,800.00	17,800.00	17,800.00		.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Paramedic malpractice liability insurance				1.00	12,000.00	12,000.00
Manager	Property insurance				1.00	5,800.00	5,800.00
	Manager Totals						\$17,800.00
	<i>Insurance and Other Chargebacks Totals</i>	\$17,800.00	\$17,800.00	\$17,800.00	\$17,800.00	0%	\$0.00
Division	<b>01 - Department Wide</b> Totals	\$822,919.00	\$199,696.00	\$184,796.00	\$188,696.00	(6%)	(\$11,000.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change																									
<b>Fund 100 - General Fund</b>																																
<b>Department 28 - Fire</b>																																
<b>Division 10 - Administration</b>																																
<b>EXPENSE</b>																																
<b>Salary and Benefits</b>																																
<b>Employee Pay</b>																																
100.28.10-511	Regular Salaries	342,738.00	356,792.00	356,792.00	365,720.00	3	8,928.00																									
<table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">Level</th> <th style="text-align: left;">Position</th> <th style="text-align: left;">Type</th> <th style="text-align: left;">Code</th> <th style="text-align: right;">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>280101 - Fire Chief</td> <td>Earnings</td> <td></td> <td style="text-align: right;">161,475.00</td> </tr> <tr> <td>Manager</td> <td>280201 - Deputy Fire Chief</td> <td>Earnings</td> <td></td> <td style="text-align: right;">146,164.00</td> </tr> <tr> <td>Manager</td> <td>280602 - Public Safety Analyst</td> <td>Earnings</td> <td></td> <td style="text-align: right;">58,081.00</td> </tr> <tr> <td colspan="4" style="text-align: right;"><b>Manager Totals</b></td> <td style="text-align: right; border-top: 1px solid black;"><b>\$365,720.00</b></td> </tr> </tbody> </table>								Level	Position	Type	Code	Total Amount	Manager	280101 - Fire Chief	Earnings		161,475.00	Manager	280201 - Deputy Fire Chief	Earnings		146,164.00	Manager	280602 - Public Safety Analyst	Earnings		58,081.00	<b>Manager Totals</b>				<b>\$365,720.00</b>
Level	Position	Type	Code	Total Amount																												
Manager	280101 - Fire Chief	Earnings		161,475.00																												
Manager	280201 - Deputy Fire Chief	Earnings		146,164.00																												
Manager	280602 - Public Safety Analyst	Earnings		58,081.00																												
<b>Manager Totals</b>				<b>\$365,720.00</b>																												
100.28.10-513	Part Time Salaries	.00	7,020.00	7,840.00	7,495.00	7	475.00																									
<table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">Level</th> <th style="text-align: left;">Position</th> <th style="text-align: left;">Type</th> <th style="text-align: left;">Code</th> <th style="text-align: right;">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>280703 - Hydrant Intern</td> <td>Earnings</td> <td></td> <td style="text-align: right;">3,751.00</td> </tr> <tr> <td>Manager</td> <td>280705 - Hydrant Intern</td> <td>Earnings</td> <td></td> <td style="text-align: right;">3,744.00</td> </tr> <tr> <td colspan="4" style="text-align: right;"><b>Manager Totals</b></td> <td style="text-align: right; border-top: 1px solid black;"><b>\$7,495.00</b></td> </tr> </tbody> </table>								Level	Position	Type	Code	Total Amount	Manager	280703 - Hydrant Intern	Earnings		3,751.00	Manager	280705 - Hydrant Intern	Earnings		3,744.00	<b>Manager Totals</b>				<b>\$7,495.00</b>					
Level	Position	Type	Code	Total Amount																												
Manager	280703 - Hydrant Intern	Earnings		3,751.00																												
Manager	280705 - Hydrant Intern	Earnings		3,744.00																												
<b>Manager Totals</b>				<b>\$7,495.00</b>																												
100.28.10-515	Sick Cashed In	3,143.00	3,287.00	3,290.00	3,373.00	3	86.00																									
100.28.10-518	Other Compensation	2,500.00	2,900.00	2,900.00	2,900.00		.00																									
<i>Employee Pay Totals</i>		<b>\$348,381.00</b>	<b>\$369,999.00</b>	<b>\$370,822.00</b>	<b>\$379,488.00</b>	<b>3%</b>	<b>\$9,489.00</b>																									
<b>Benefits</b>																																
100.28.10-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00																									
100.28.10-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00																									
100.28.10-522	Fringe Benefits - Medical / Dental Insurance	20,279.00	30,530.00	30,530.00	32,226.00	6	1,696.00																									



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 10 - Administration</b>							
100.28.10-528	Fringe Benefits - Life Insurance	194.00	230.00	230.00	324.00	41	94.00
	<i>Benefits Totals</i>	<u>\$20,473.00</u>	<u>\$30,760.00</u>	<u>\$30,760.00</u>	<u>\$32,550.00</u>	6%	<u>\$1,790.00</u>
<b><u>Pensions</u></b>							
100.28.10-523	Fringe Benefits - Medicare	5,016.00	5,365.00	5,365.00	5,502.00	3	137.00
100.28.10-524	Fringe Benefits - Social Security	3,539.00	3,974.00	3,974.00	4,066.00	2	92.00
100.28.10-525	Fringe Benefits - IMRF Pension Er Contribution	.00	8,185.00	8,185.00	7,882.00	(4)	(303.00)
100.28.10-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.28.10-527	Fringe Benefits - Fire Pension Er Contribution	157,262.00	166,290.00	166,290.00	198,453.00	19	32,163.00
	<i>Pensions Totals</i>	<u>\$165,817.00</u>	<u>\$183,814.00</u>	<u>\$183,814.00</u>	<u>\$215,903.00</u>	17%	<u>\$32,089.00</u>
	<i>Salary and Benefits Totals</i>	<u>\$534,671.00</u>	<u>\$584,573.00</u>	<u>\$585,396.00</u>	<u>\$627,941.00</u>	7%	<u>\$43,368.00</u>
<b><u>Services and Supplies</u></b>							
<b><u>Services &amp; Charges</u></b>							
100.28.10-553	Legal Services	25,000.00	15,000.00	335.00	5,000.00	(67)	(10,000.00)

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Legal expense	1.00	5,000.00	5,000.00
			<b>Manager Totals</b>	<u><b>\$5,000.00</b></u>

100.28.10-556	Village Data Processing / Network Charge	.00	.00	.00	.00	.00
100.28.10-557	Technology Licensing & Maintenance	7,450.00	14,350.00	14,350.00	14,350.00	.00

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Annual Firehouse support-base	1.00	4,500.00	4,500.00
Manager	Annual Firehouse support-EMS (New)	1.00	1,950.00	1,950.00
Manager	Annual Firehouse support-Inspector (New)	1.00	300.00	300.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 10 - Administration</b>							
	Manager					1.00	2,500.00
	Manager					1.00	2,100.00
	Manager					1.00	3,000.00
							Manager Totals
							\$14,350.00
100.28.10-564	Cell Phones & Radios	.00	.00	.00	.00		.00
100.28.10-575	Rental - Office Equipment	5,640.00	5,640.00	4,000.00	3,660.00	(35)	(1,980.00)
Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager					12.00	305.00
							Total Amount
							\$3,660.00
							Manager Totals
							\$3,660.00
100.28.10-580	Memberships & Publications	800.00	1,000.00	1,400.00	1,319.00	32	319.00
Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager					1.00	450.00
	Manager					2.00	210.00
	Manager					2.00	80.00
	Manager					1.00	185.00
	Manager					2.00	52.00
							Total Amount
							\$1,319.00
							Manager Totals
							\$1,319.00
<i>Services &amp; Charges Totals</i>		\$38,890.00	\$35,990.00	\$20,085.00	\$24,329.00	(32%)	(\$11,661.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 10 - Administration</b>							
<b>Supplies</b>							
100.28.10-531	Office Supplies - General	5,750.00	5,750.00	5,750.00	5,750.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Office supplies and miscellaneous				1.00	5,000.00	5,000.00
Manager	Postage				1.00	750.00	750.00
	Manager Totals						\$5,750.00
100.28.10-532	Computer Equipment	10,000.00	10,000.00	6,500.00	8,000.00	(20)	(2,000.00)
100.28.10-542	Vehicles, Parts and Equipment	1,000.00	36,000.00	35,500.00	1,000.00	(97)	(35,000.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Staff administration vehicle maint.				1.00	1,000.00	1,000.00
	Manager Totals						\$1,000.00
	<i>Supplies Totals</i>	\$16,750.00	\$51,750.00	\$47,750.00	\$14,750.00	(71%)	(\$37,000.00)
	<i>Services and Supplies Totals</i>	\$55,640.00	\$87,740.00	\$67,835.00	\$39,079.00	(55%)	(\$48,661.00)
Division	<b>10 - Administration Totals</b>	\$590,311.00	\$672,313.00	\$653,231.00	\$667,020.00	(1%)	(\$5,293.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
Division 12 - Training							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.28.12-512	Overtime Salaries	46,646.00	46,000.00	40,000.00	46,002.00		2.00
100.28.12-514	Sick Salaries	.00	.00	.00	.00		.00
100.28.12-518	Other Compensation	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		<u>\$46,646.00</u>	<u>\$46,000.00</u>	<u>\$40,000.00</u>	<u>\$46,002.00</u>	0%	\$2.00
<b>Benefits</b>							
100.28.12-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.28.12-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.28.12-522	Fringe Benefits - Medical / Dental Insurance	250.00	.00	.00	.00		.00
100.28.12-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
<i>Benefits Totals</i>		<u>\$250.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	\$0.00
<b>Pensions</b>							
100.28.12-523	Fringe Benefits - Medicare	676.00	667.00	667.00	667.00		.00
100.28.12-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.28.12-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
100.28.12-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.28.12-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
<i>Pensions Totals</i>		<u>\$676.00</u>	<u>\$667.00</u>	<u>\$667.00</u>	<u>\$667.00</u>	0%	\$0.00
<i>Salary and Benefits Totals</i>		<u>\$47,572.00</u>	<u>\$46,667.00</u>	<u>\$40,667.00</u>	<u>\$46,669.00</u>	0%	\$2.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							

Division **12 - Training**

Services and Supplies

Services & Charges

100.28.12-581	Training & Travel	32,534.00	32,534.00	30,000.00	28,934.00	(11)	(\$3,600.00)
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Budget Transactions

<i>Level</i>	<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Audio / visual supplies	1.00	200.00	200.00
Manager	Blue Card incident command	1.00	1,000.00	1,000.00
Manager	Books, references, periodicals, manuals	1.00	1,200.00	1,200.00
Manager	Conferences and seminars	1.00	2,000.00	2,000.00
Manager	CPR / Public education	1.00	250.00	250.00
Manager	Emergency management	1.00	1,000.00	1,000.00
Manager	Fire apparatus engineer class - Klekamp	1.00	800.00	800.00
Manager	Fire investigations	1.00	2,000.00	2,000.00
Manager	Firefighting - McElroy VMO, Klekamp Adv. FF	2.00	1,000.00	2,000.00
Manager	Hazardous materials	1.00	1,200.00	1,200.00
Manager	MABAS / NIPSTA spring and fall drills	1.00	2,700.00	2,700.00
Manager	NIPSTA annual dues	24.00	166.00	3,984.00
Manager	Officer development	1.00	3,000.00	3,000.00
Manager	Public education	1.00	1,200.00	1,200.00
Manager	SCUBA class	1.00	1,600.00	1,600.00
Manager	Technical rescue VMT Kopecky, Colpaert	2.00	800.00	1,600.00
Manager	Training supplies (smoke, foam, etc.)	1.00	2,500.00	2,500.00
Manager	Water rescue	1.00	700.00	700.00
<b>Manager Totals</b>				<b>\$28,934.00</b>

<i>Services &amp; Charges Totals</i>	\$32,534.00	\$32,534.00	\$30,000.00	\$28,934.00	(11%)	(\$3,600.00)
<i>Services and Supplies Totals</i>	\$32,534.00	\$32,534.00	\$30,000.00	\$28,934.00	(11%)	(\$3,600.00)
<b>Division 12 - Training Totals</b>	\$80,106.00	\$79,201.00	\$70,667.00	\$75,603.00	(5%)	(\$3,598.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
Division 15 - Communications							
EXPENSE							
<b>Salary and Benefits</b>							
<b>Benefits</b>							
100.28.15-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.28.15-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.28.15-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	.00		.00
100.28.15-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Pensions</b>							
100.28.15-523	Fringe Benefits - Medicare	.00	.00	.00	.00		.00
100.28.15-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.28.15-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
100.28.15-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.28.15-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
100.28.15-562	Dispatch Services	148,408.00	151,000.00	151,000.00	163,873.00	9	12,873.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Annual radio inspection and battery test	170.00	60.00	10,200.00
Manager	Radio alarm network annual software	1.00	1,990.00	1,990.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 15 - Communications</b>							
	Manager					1.00	1,465.00
	Manager					170.00	9.00
	Manager					5.00	1,140.00
	Manager					170.00	56.40
	Manager					1.00	3,800.00
	Manager					12.00	10,800.00
							Manager Totals \$163,873.00
100.28.15-563	Telephone Service	12,100.00	4,978.00	4,978.00	5,848.00	17	870.00
	Budget Transactions						
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	847-***-0774 (CallOne POTS) Radio alarm backup				12.00	60.00
	Manager	847-***-6030 (CallOne POTS) EOC line				12.00	60.00
	Manager	847-***-6031 (CallOne POTS) EOC line				12.00	60.00
	Manager	847-***-6032 (CallOne POTS) EOC line				12.00	60.00
	Manager	847-***-6033 (CallOne POTS) EOC line				12.00	60.00
	Manager	847-***-7989 (CallOne POTS) FD/EOC fax line				12.00	60.00
	Manager	Monthly PRI share (Comcast)				12.00	127.32
							Manager Totals \$5,847.84
100.28.15-564	Cell Phones & Radios	10,500.00	10,500.00	9,000.00	11,100.00	6	600.00
	Budget Transactions						
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	Cellular phones				1.00	4,100.00
	Manager	Maintenance of portable radio equipment				1.00	2,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 15 - Communications</b>							
	Manager	MDC cellular service				12.00	150.00
	Manager	Pager rental				1.00	1,200.00
	Manager	Portable radio batteries				1.00	1,000.00
	Manager	Radio repair parts				1.00	1,000.00
							Manager Totals
							<b>\$11,100.00</b>
		<i>Services &amp; Charges Totals</i>	<b>\$171,008.00</b>	<b>\$166,478.00</b>	<b>\$164,978.00</b>	<b>\$180,821.00</b>	<b>9%</b>
		<i>Services and Supplies Totals</i>	<b>\$171,008.00</b>	<b>\$166,478.00</b>	<b>\$164,978.00</b>	<b>\$180,821.00</b>	<b>9%</b>
	Division 15 - Communications	Totals	<b>\$171,008.00</b>	<b>\$166,478.00</b>	<b>\$164,978.00</b>	<b>\$180,821.00</b>	<b>9%</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
Division 19 - Life Safety							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.28.19-511	Regular Salaries	.00	.00	.00	.00		.00
100.28.19-512	Overtime Salaries	3,911.00	2,000.00	2,000.00	2,000.00		.00
100.28.19-513	Part Time Salaries	49,937.00	50,017.00	50,017.00	52,990.00	6	2,973.00
Position Transactions							
<i>Level</i>	<i>Position</i>				<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	280701 - Fire Inspector - Part-Time				Earnings		17,658.00
Manager	280702 - Fire Inspector - Part-Time				Earnings		17,663.00
Manager	280704 - Fire Inspector - Part-Time				Earnings		17,669.00
Manager Totals							\$52,990.00
100.28.19-517	Special Compensation	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		\$53,848.00	\$52,017.00	\$52,017.00	\$54,990.00	6%	\$2,973.00
<b>Benefits</b>							
100.28.19-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.28.19-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.28.19-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	.00		.00
100.28.19-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
<i>Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Pensions</b>							
100.28.19-523	Fringe Benefits - Medicare	.00	754.00	754.00	797.00	6	43.00
100.28.19-524	Fringe Benefits - Social Security	.00	3,101.00	3,101.00	3,285.00	6	184.00
100.28.19-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
Division <b>19 - Life Safety</b>							
100.28.19-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.28.19-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$0.00	\$3,855.00	\$3,855.00	\$4,082.00	6%	\$227.00
	<i>Salary and Benefits Totals</i>	\$53,848.00	\$55,872.00	\$55,872.00	\$59,072.00	6%	\$3,200.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
100.28.19-573	Outside Repair & Maintenance - Vehicles	1,550.00	1,550.00	1,550.00	.00	(100)	(1,550.00)
	<i>Services &amp; Charges Totals</i>	\$1,550.00	\$1,550.00	\$1,550.00	\$0.00	(100%)	(\$1,550.00)
<b>Supplies</b>							
100.28.19-540	Other Operating Supplies	7,000.00	7,950.00	7,950.00	9,510.00	20	1,560.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CPR / first aid training				1.00	1,450.00	1,450.00
Manager	Fire prevention supplies				1.00	1,250.00	1,250.00
Manager	Mannequin repairs				1.00	200.00	200.00
Manager	NFPA Code maintenance				1.00	1,360.00	1,360.00
Manager	Public education supplies / Open house				1.00	5,250.00	5,250.00
	<b>Manager Totals</b>						<b>\$9,510.00</b>
	<i>Supplies Totals</i>	\$7,000.00	\$7,950.00	\$7,950.00	\$9,510.00	20%	\$1,560.00
	<i>Services and Supplies Totals</i>	\$8,550.00	\$9,500.00	\$9,500.00	\$9,510.00	0%	\$10.00
Division	<b>19 - Life Safety Totals</b>	\$62,398.00	\$65,372.00	\$65,372.00	\$68,582.00	5%	\$3,210.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 20 - Firefighting</b>							

EXPENSE

**Salary and Benefits**

**Employee Pay**

100.28.20-511	Regular Salaries	1,867,999.00	1,858,314.00	1,858,314.00	1,901,555.00	2	43,241.00
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Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	280302 - Firefighter	Earnings		73,044.00
Manager	280306 - Firefighter	Earnings		95,902.00
Manager	280307 - Firefighter	Earnings		95,902.00
Manager	280308 - Firefighter	Earnings		95,069.00
Manager	280309 - Firefighter	Earnings		93,196.00
Manager	280310 - Firefighter	Earnings		93,196.00
Manager	280311 - Firefighter	Earnings		93,196.00
Manager	280312 - Firefighter	Earnings		93,196.00
Manager	280313 - Firefighter	Earnings		93,196.00
Manager	280314 - Firefighter	Earnings		93,196.00
Manager	280315 - Firefighter	Earnings		93,196.00
Manager	280316 - Firefighter	Earnings		79,027.00
Manager	280401 - Captain	Earnings		122,133.00
Manager	280402 - Captain	Earnings		122,133.00
Manager	280403 - Captain	Earnings		122,133.00
Manager	280501 - Lieutenant	Earnings		110,960.00
Manager	280502 - Lieutenant	Earnings		110,960.00
Manager	280503 - Lieutenant	Earnings		110,960.00
Manager	280504 - Lieutenant	Earnings		110,960.00
Manager Totals				<b>\$1,901,555.00</b>

100.28.20-512	Overtime Salaries	44,823.00	39,017.00	20,000.00	39,070.00		53.00
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# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 20 - Firefighting</b>							
100.28.20-514	Sick Salaries	90,021.00	96,000.00	170,000.00	120,006.00	25	24,006.00
100.28.20-515	Sick Cashed In	13,072.00	38,607.00	37,993.00	18,057.00	(53)	(20,550.00)
100.28.20-516	Holiday Salaries	65,015.00	67,985.00	58,468.00	66,829.00	(2)	(1,156.00)
100.28.20-517	Special Compensation	.00	.00	.00	.00		.00
100.28.20-518	Other Compensation	6,500.00	9,975.00	9,975.00	9,975.00		.00
	<i>Employee Pay Totals</i>	<b>\$2,087,430.00</b>	<b>\$2,109,898.00</b>	<b>\$2,154,750.00</b>	<b>\$2,155,492.00</b>	<b>2%</b>	<b>\$45,594.00</b>
<b>Benefits</b>							
100.28.20-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.28.20-521	Fringe Benefits - Worker's Compensation	48,000.00	48,000.00	48,000.00	48,000.00		.00
100.28.20-522	Fringe Benefits - Medical / Dental Insurance	304,253.00	327,944.00	327,944.00	351,673.00	7	23,729.00
100.28.20-528	Fringe Benefits - Life Insurance	1,285.00	1,495.00	1,495.00	1,534.00	3	39.00
	<i>Benefits Totals</i>	<b>\$353,538.00</b>	<b>\$377,439.00</b>	<b>\$377,439.00</b>	<b>\$401,207.00</b>	<b>6%</b>	<b>\$23,768.00</b>
<b>Pensions</b>							
100.28.20-523	Fringe Benefits - Medicare	30,269.00	30,590.00	30,590.00	31,253.00	2	663.00
100.28.20-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.28.20-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
100.28.20-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.28.20-527	Fringe Benefits - Fire Pension Er Contribution	1,078,208.00	1,117,485.00	1,117,485.00	1,320,068.00	18	202,583.00
	<i>Pensions Totals</i>	<b>\$1,108,477.00</b>	<b>\$1,148,075.00</b>	<b>\$1,148,075.00</b>	<b>\$1,351,321.00</b>	<b>18%</b>	<b>\$203,246.00</b>
	<i>Salary and Benefits Totals</i>	<b>\$3,549,445.00</b>	<b>\$3,635,412.00</b>	<b>\$3,680,264.00</b>	<b>\$3,908,020.00</b>	<b>7%</b>	<b>\$272,608.00</b>
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
100.28.20-566	Other Operating Services	10,750.00	10,750.00	10,750.00	10,750.00		.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Drug and alcohol testing	1.00	750.00	750.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 20 - Firefighting</b>							
Manager	FF annual medical/physical exams					1.00	10,000.00
							10,000.00
							Manager Totals \$10,750.00
	<i>Services &amp; Charges Totals</i>	\$10,750.00	\$10,750.00	\$10,750.00	\$10,750.00	0%	\$0.00
<b>Supplies</b>							
100.28.20-542	Vehicles, Parts and Equipment	5,000.00	5,000.00	3,000.00	5,000.00		.00
100.28.20-546	Firefighting Equipment and Supplies	93,450.00	93,450.00	70,000.00	93,450.00		.00

**Budget Transactions**

<i>Level</i>	<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Annual air pack flow testing and inspection	1.00	1,500.00	1,500.00
Manager	Breathing air compressor quarterly, annual, and repairs	1.00	1,850.00	1,850.00
Manager	Dive gear and gloves for new diver	1.00	2,300.00	2,300.00
Manager	Diving equipment replacement	1.00	2,000.00	2,000.00
Manager	Engine pump test	1.00	4,500.00	4,500.00
Manager	Equipment preventative maintenance	1.00	4,500.00	4,500.00
Manager	Extrication tool service	1.00	1,200.00	1,200.00
Manager	Fire extinguisher service	1.00	2,000.00	2,000.00
Manager	Fire hose replacement	1.00	4,500.00	4,500.00
Manager	Firefighter safety clothing and equipment	4.00	2,500.00	10,000.00
Manager	Firefighter tools and equipment	1.00	6,000.00	6,000.00
Manager	Hazardous materials tools, equipment and supplies	1.00	1,000.00	1,000.00
Manager	Hydrant testing supplies	1.00	2,500.00	2,500.00
Manager	Ladder safety test	1.00	2,500.00	2,500.00
Manager	MABAS assessment - Division 3 and Illinois	1.00	5,250.00	5,250.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 20 - Firefighting</b>							
Manager	Mechanical tools, equipment and supplies					1.00	2,000.00
Manager	Power equipment maintenance and repairs					1.00	1,200.00
Manager	SCBA fit tests, hydro, and flow tests					1.00	3,200.00
Manager	SCUBA dry suit repairs					1.00	500.00
Manager	SCUBA SCBA maintenance and repairs					1.00	500.00
Manager	SCUBA tanks, regulators, and equipment					1.00	1,450.00
Manager	Uniforms					1.00	10,000.00
Manager	Vehicle contractual maintenance					1.00	23,000.00
<i>Manager Totals</i>							<b>\$93,450.00</b>
<i>Supplies Totals</i>		<b>\$98,450.00</b>	<b>\$98,450.00</b>	<b>\$73,000.00</b>	<b>\$98,450.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Services and Supplies Totals</i>		<b>\$109,200.00</b>	<b>\$109,200.00</b>	<b>\$83,750.00</b>	<b>\$109,200.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>Division 20 - Firefighting Totals</b>		<b>\$3,658,645.00</b>	<b>\$3,744,612.00</b>	<b>\$3,764,014.00</b>	<b>\$4,017,220.00</b>	<b>7%</b>	<b>\$272,608.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
Division <b>60 - Public Relations</b>							
EXPENSE							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.28.60-512	Overtime Salaries	2,512.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$2,512.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Benefits</b>							
100.28.60-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.28.60-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.28.60-522	Fringe Benefits - Medical / Dental Insurance	132.00	.00	.00	.00		.00
100.28.60-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	\$132.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Pensions</b>							
100.28.60-523	Fringe Benefits - Medicare	36.00	.00	.00	.00		.00
100.28.60-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.28.60-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
100.28.60-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.28.60-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$36.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$2,680.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
100.28.60-581	Training & Travel	950.00	.00	30.00	.00		.00
	<i>Services &amp; Charges Totals</i>	\$950.00	\$0.00	\$30.00	\$0.00	+++	\$0.00
	<i>Services and Supplies Totals</i>	\$950.00	\$0.00	\$30.00	\$0.00	+++	\$0.00
	Division <b>60 - Public Relations Totals</b>	\$3,630.00	\$0.00	\$30.00	\$0.00	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 62 - Ambulance</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.28.62-511	Regular Salaries	268,101.00	279,399.00	279,399.00	287,706.00	3	8,307.00
<b>Position Transactions</b>							
<i>Level</i>	<i>Position</i>				<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	280301 - Firefighter				Earnings		95,902.00
Manager	280303 - Firefighter				Earnings		95,902.00
Manager	280305 - Firefighter				Earnings		95,902.00
<b>Manager Totals</b>							<b>\$287,706.00</b>
100.28.62-512	Overtime Salaries	27,817.00	3,000.00	2,500.00	3,000.00		.00
100.28.62-514	Sick Salaries	.00	24,000.00	30,000.00	29,001.00	21	5,001.00
100.28.62-515	Sick Cashed In	7,558.00	17,200.00	15,096.00	2,656.00	(85)	(14,544.00)
100.28.62-516	Holiday Salaries	10,312.00	9,880.00	13,674.00	10,126.00	2	246.00
100.28.62-518	Other Compensation	975.00	1,575.00	1,575.00	1,575.00		.00
<i>Employee Pay Totals</i>		<b>\$314,763.00</b>	<b>\$335,054.00</b>	<b>\$342,244.00</b>	<b>\$334,064.00</b>	<b>0%</b>	<b>(\$990.00)</b>
<b>Benefits</b>							
100.28.62-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.28.62-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.28.62-522	Fringe Benefits - Medical / Dental Insurance	60,238.00	64,020.00	64,020.00	68,886.00	8	4,866.00
100.28.62-528	Fringe Benefits - Life Insurance	.00	225.00	225.00	222.00	(1)	(3.00)
<i>Benefits Totals</i>		<b>\$60,238.00</b>	<b>\$64,245.00</b>	<b>\$64,245.00</b>	<b>\$69,108.00</b>	<b>8%</b>	<b>\$4,863.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
Division <b>62 - Ambulance</b>							
<u>Pensions</u>							
100.28.62-523	Fringe Benefits - Medicare	3,059.00	3,507.00	3,507.00	3,454.00	(2)	(53.00)
100.28.62-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.28.62-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
100.28.62-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.28.62-527	Fringe Benefits - Fire Pension Er Contribution	154,749.00	167,819.00	167,819.00	199,736.00	19	31,917.00
<i>Pensions Totals</i>		<b>\$157,808.00</b>	<b>\$171,326.00</b>	<b>\$171,326.00</b>	<b>\$203,190.00</b>	<b>19%</b>	<b>\$31,864.00</b>
<i>Salary and Benefits Totals</i>		<b>\$532,809.00</b>	<b>\$570,625.00</b>	<b>\$577,815.00</b>	<b>\$606,362.00</b>	<b>6%</b>	<b>\$35,737.00</b>
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
100.28.62-566	Other Operating Services	1,000.00	1,000.00	1,973.00	1,500.00	50	500.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Vehicle parts and supplies				1.00	1,500.00	1,500.00
Manager Totals							<b>\$1,500.00</b>
100.28.62-581	Training & Travel	7,800.00	7,800.00	7,800.00	8,110.00	4	310.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	EMS equipment repairs				1.00	1,000.00	1,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 28 - Fire</b>							
<b>Division 62 - Ambulance</b>							
	Manager					1.00	1,900.00
	Manager					1.00	5,210.00
							Manager Totals
							\$8,110.00
	<i>Services &amp; Charges Totals</i>	\$8,800.00	\$8,800.00	\$9,773.00	\$9,610.00	9%	\$810.00
	<b>Supplies</b>						
100.28.62-533	Medical Supplies	30,950.00	36,950.00	31,000.00	10,950.00	(70)	(26,000.00)
	<b>Budget Transactions</b>						
	<i>Level</i>	<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager	Ambulance cot maint. and supplies			1.00	800.00	800.00
	Manager	Disposable supplies (oxygen, medications)			1.00	1,600.00	1,600.00
	Manager	Medical equipment maintenance and replacements			1.00	5,900.00	5,900.00
	Manager	Medical supplies			1.00	800.00	800.00
	Manager	Medical training equipment			1.00	1,850.00	1,850.00
							Manager Totals
							\$10,950.00
	<i>Supplies Totals</i>	\$30,950.00	\$36,950.00	\$31,000.00	\$10,950.00	(70%)	(\$26,000.00)
	<i>Services and Supplies Totals</i>	\$39,750.00	\$45,750.00	\$40,773.00	\$20,560.00	(55%)	(\$25,190.00)
	<b>Insurance and Other Chargebacks</b>						
100.28.62-530	Liability Insurance	.00	.00	.00	.00		.00
	<i>Insurance and Other Chargebacks Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 62 - Ambulance Totals	\$572,559.00	\$616,375.00	\$618,588.00	\$626,922.00	2%	\$10,547.00
	Department 28 - Fire Totals	\$5,961,576.00	\$5,544,047.00	\$5,521,676.00	\$5,824,864.00	5%	\$280,817.00

# DEPARTMENT NARRATIVE

## COMMUNITY DEVELOPMENT DEPARTMENT

### Mission Statement/Purpose

The Community Development Department is responsible for the enforcement of all building codes as well as administration of all land use and zoning regulations. It is responsible for the issuance of building permits and conducting inspections on new residential and commercial construction, additions and remodeling, as well as minor permits for fences, driveways, roofs, mechanical, electrical, plumbing, signs and awnings. Finally, the Department provides staff support for the Plan Commission, Zoning Board of Appeals, Landmark Preservation Commission, Design Review Board, and Business Community Development Commission.

### Current Year Department Accomplishments

- Provided support to the Downtown Master Plan (DMP) Steering Committee, Working Groups and Teska Associates, for the development of the DMP.
- Processed the application for preliminary approval of the One Winnetka Planned Development; assisting the developer, advisory boards and Village Council in consideration of the project.
- Modified service delivery model for building inspections and plan reviews using a third-party vendor, SAFEbuilt, in order to make those activities more cost and time effective.
- Assisted the Village Manager's office in a number of economic development activities.
- Coordinated with Public Works Department to develop new guidelines pertaining to how impermeable surface is calculated.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **6.7**

FY 2016 FTEs: **6.5**

FY 2015 FTEs: **7.5**

FY 2014 FTEs: **7.5**

Proposed FY 2017 Cost of Salaries and Benefits: **\$880,093**

Projected FY 2016 Cost of Salaries and Benefits: **\$826,435**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$848,638**

Actual FY 2015 Cost of Salaries and Benefits: **\$823,893**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **3.7%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$638,153**

FY 2016 Services and Supplies Budget: **\$698,660**

FY 2015 Services and Supplies Budget: **\$649,300**

FY 2014 Services and Supplies Budget: **\$722,850**

Projected Year-End FY 2016 S&S Budget: **\$604,358**

Actual FY 2015 Cost of Services and Supplies: **\$641,168**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **-8.7%**

# Fiscal Year 2017 Proposed Department Objectives

Objective	Action Steps	Timeframe
Provide assistance to the Village Council in the implementation of the Downtown Master Plan	<ul style="list-style-type: none"> <li>• Assist the Manager’s Office to explore redevelopment of the Post Office Site</li> <li>• Work with Village’s planning consultant to study commercial zoning district regulations.</li> <li>• Assist with the study and implementation of converting Merrill Street to a two way street.</li> <li>• Assist in determining the location of and installation of bike racks in the commercial districts.</li> <li>• Assist the Village’s planning consultant in developing and implementing a business district wayfinding and signage program.</li> <li>• Assist the Village’s planning consultant in developing and implementing a gateway signage program.</li> </ul>	<p>10/31/17</p> <p>5/31/17</p> <p>11/30/17</p> <p>3/31/17</p> <p>6/30/17</p> <p>6/30/17</p>
If Preliminary approval of the One Winnetka PD is approved, process the PD through the Final approval process	<ul style="list-style-type: none"> <li>• Provide assistance to the developer in putting together its application. Provide staff support to advisory boards/commissions and Village Council throughout the final approval process</li> </ul>	5/31/17
Assist Manger’s Office in furthering economic development activities	<ul style="list-style-type: none"> <li>• Coordinate building related activities in commercial districts with Economic Development Coordinator.</li> <li>• Participate in bi-weekly economic development coordination meetings.</li> </ul>	12/31/17
Continue to process building permits and all associated activities, in a timely and customer service friendly manner.	<ul style="list-style-type: none"> <li>• Provide initial plan reviews within 7 to 10 working days from date of submittal.</li> <li>• Conduct building inspections within 48 hours of request.</li> <li>• Have staff take part in customer service training.</li> </ul>	7/15/17
Provide staff support to advisory boards/commissions/committees.	<ul style="list-style-type: none"> <li>• Re-allocate staff responsibilities to have subordinate staff more involved in preparation of materials for meetings.</li> <li>• Provide agenda materials in a timely fashion.</li> <li>• Work with applicants in order to provide clear, complete and timely applications.</li> </ul>	12/31/17

# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**

**Objective**

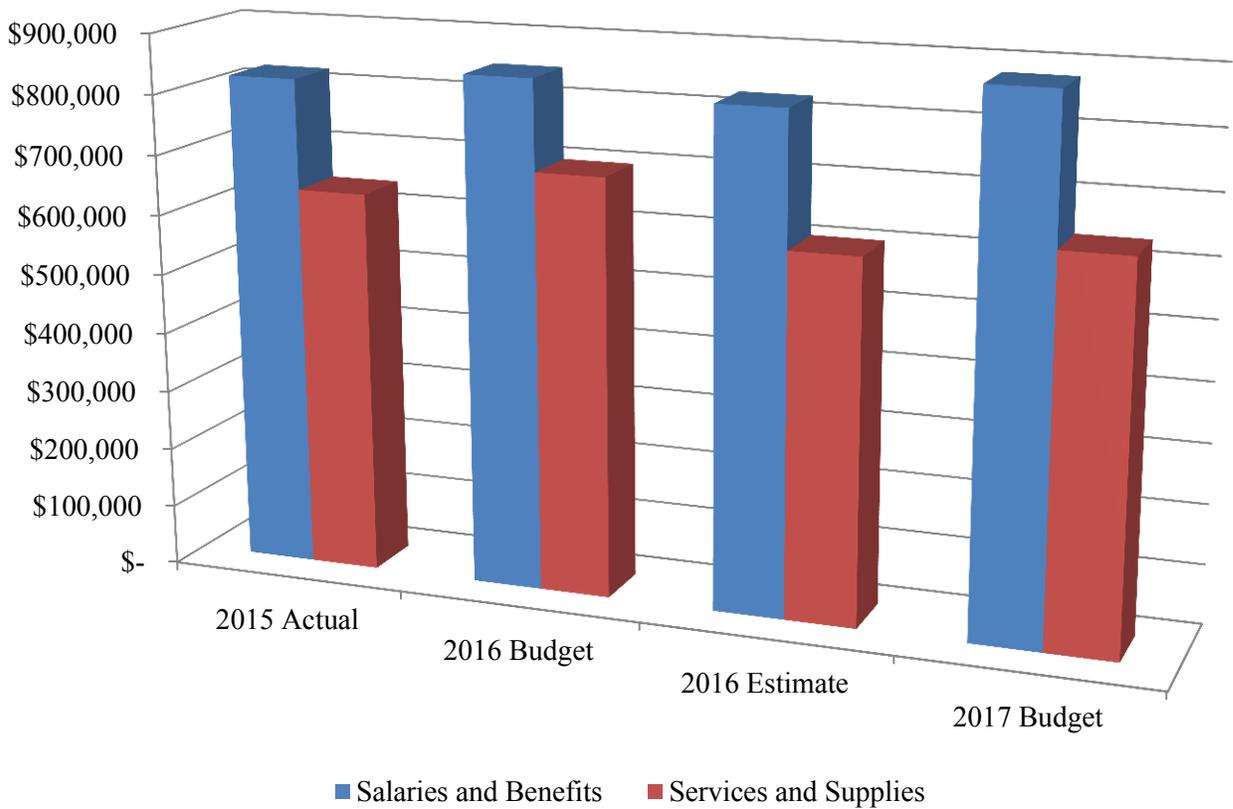
**Anticipated Completion Status**

<p>Provided support to the Downtown Master Plan Steering Committee, Working Group and the Village Council.</p>	<p>Completed</p>
<p>Processed Preliminary Planned Development for One Winnetka.</p>	<p>Ongoing</p>
<p>Assist Village Manager’s Office and Economic Development Coordinator in economic development activities.</p>	<p>Ongoing</p>
<p>Assist in the development and implementation of a commercial district wayfinding signage.</p>	<p>In progress</p>
<p>Provide assistance to Village Council in examining Post Office site.</p>	<p>In progress</p>
<p>Continue to process building permits in a timely fashion.</p>	<p>Ongoing</p>
<p>Continue to process applications for zoning relief, building demolitions, certificates of appropriateness and subdivisions.</p>	<p>Ongoing</p>
<p>Implement an automated building permit records retention program.</p>	<p>Deferred</p>

# Financial Summary

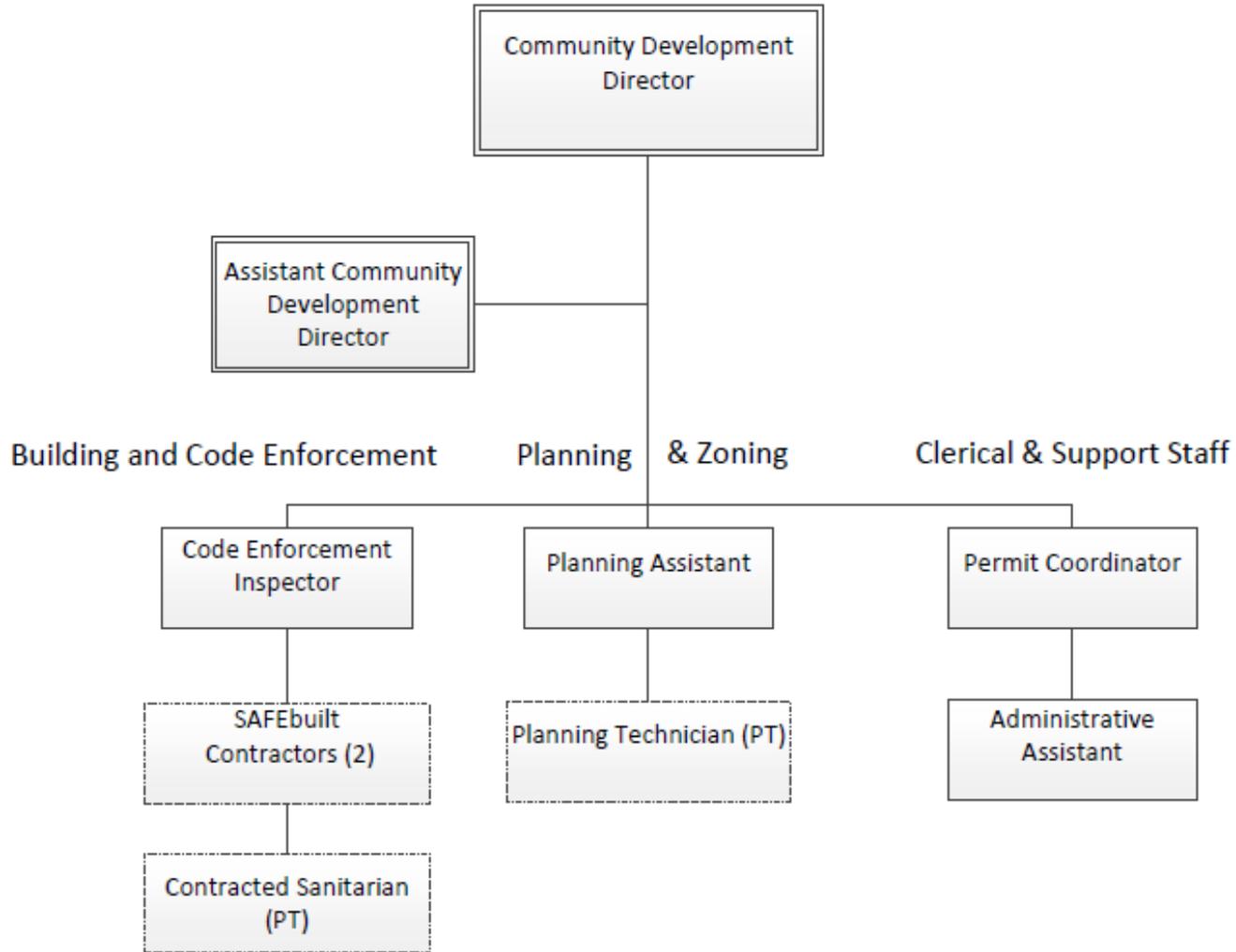
Community Development	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change	% Change
					A to C	B to C
Salaries and Benefits	\$ 823,893	\$ 848,638	\$ 826,435	\$ 880,093	3.7%	6.5%
Services and Supplies	\$ 641,168	\$ 698,660	\$ 604,358	\$ 638,153	-8.7%	5.6%
Total Operating Exp.	\$ 1,465,060	\$ 1,547,298	\$ 1,430,793	\$ 1,518,246	-1.9%	6.1%
Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Total Department	\$ 1,465,060	\$ 1,547,298	\$ 1,430,793	\$ 1,518,246	-1.9%	6.1%

## Community Development



# Organizational Chart

## Village of Winnetka Community Development Department





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
Department <b>29 - Community Development</b>							
Division <b>01 - Department Wide</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.29.01-511	Regular Salaries	612,163.00	542,245.00	542,000.00	560,747.00	3	18,502.00
Position Transactions							
	<i>Level</i>				<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager				Earnings		147,754.00
	Manager				Earnings		123,002.00
	Manager				Earnings		59,753.00
	Manager				Earnings		85,210.00
	Manager				Earnings		69,822.00
	Manager				Earnings		65,510.00
	Manager				Earnings		9,696.00
						Manager Totals	\$560,747.00
100.29.01-512	Overtime Salaries	.00	.00	.00	.00		.00
100.29.01-513	Part Time Salaries	40,950.00	41,038.00	39,500.00	55,446.00	35	14,408.00
Position Transactions							
	<i>Level</i>				<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager				Earnings		55,446.00
						Manager Totals	\$55,446.00
100.29.01-515	Sick Cashed In	.00	7,265.00	7,578.00	8,524.00	17	1,259.00
100.29.01-518	Other Compensation	14,380.00	14,380.00	15,460.00	15,460.00	8	1,080.00
	<i>Employee Pay Totals</i>	\$667,493.00	\$604,928.00	\$604,538.00	\$640,177.00	6%	\$35,249.00
<b>Benefits</b>							
100.29.01-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 29 - Community Development</b>							
<b>Division 01 - Department Wide</b>							
100.29.01-521	Fringe Benefits - Worker's Compensation	12,000.00	12,000.00	12,000.00	12,000.00		.00
100.29.01-522	Fringe Benefits - Medical / Dental Insurance	108,405.00	101,060.00	84,210.00	93,891.00	(7)	(7,169.00)
100.29.01-528	Fringe Benefits - Life Insurance	439.00	437.00	437.00	426.00	(3)	(11.00)
100.29.01-529	Fringe Benefits - Allowances	.00	.00	.00	.00		.00
<i>Benefits Totals</i>		<b>\$120,844.00</b>	<b>\$113,497.00</b>	<b>\$96,647.00</b>	<b>\$106,317.00</b>	<b>(6%)</b>	<b>(\$7,180.00)</b>
<b><u>Pensions</u></b>							
100.29.01-523	Fringe Benefits - Medicare	9,641.00	8,771.00	8,600.00	9,283.00	6	512.00
100.29.01-524	Fringe Benefits - Social Security	39,254.00	34,695.00	32,650.00	37,443.00	8	2,748.00
100.29.01-525	Fringe Benefits - IMRF Pension Er Contribution	96,755.00	86,747.00	84,000.00	86,873.00		126.00
<i>Pensions Totals</i>		<b>\$145,650.00</b>	<b>\$130,213.00</b>	<b>\$125,250.00</b>	<b>\$133,599.00</b>	<b>3%</b>	<b>\$3,386.00</b>
<i>Salary and Benefits Totals</i>		<b>\$933,987.00</b>	<b>\$848,638.00</b>	<b>\$826,435.00</b>	<b>\$880,093.00</b>	<b>4%</b>	<b>\$31,455.00</b>
<b><u>Services and Supplies</u></b>							
<b><u>Services &amp; Charges</u></b>							
100.29.01-551	Consulting Services	376,500.00	432,252.00	323,500.00	349,000.00	(19)	(83,252.00)

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Manager	Cell tower plan review		1.00	5,000.00	5,000.00	
Manager	Document scanning		1.00	5,000.00	5,000.00	
Manager	Miscellaneous		1.00	3,000.00	3,000.00	
Manager	Recording Secretary		1.00	9,000.00	9,000.00	
Manager	SAFEbuilt inspectional services		1.00	295,000.00	295,000.00	
Manager	Wilmette Sanitation services		1.00	16,000.00	16,000.00	
Manager	Winnetka Historical Society - HAIS review		1.00	16,000.00	16,000.00	
					<b>Manager Totals</b>	<b>\$349,000.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>Department 29 - Community Development</b>								
<b>Division 01 - Department Wide</b>								
100.29.01-553	Legal Services	193,500.00	196,350.00	206,200.00	198,250.00	1	1,900.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Holland and Knight					12.00	16,125.00	193,500.00
Manager	Legal notices					1.00	4,000.00	4,000.00
Manager	Recording fees					1.00	750.00	750.00
							Manager Totals	\$198,250.00
100.29.01-556	Village Data Processing / Network Charge	32,000.00	32,000.00	32,000.00	32,000.00		.00	
100.29.01-563	Telephone Service	.00	414.00	414.00	459.00	11	45.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Monthly PRI share (Comcast)					12.00	38.20	458.40
							Manager Totals	\$458.40
100.29.01-564	Cell Phones & Radios	3,300.00	2,900.00	3,000.00	2,900.00		.00	
100.29.01-574	Vehicle Maint Service Charge	1,800.00	1,644.00	1,644.00	1,644.00		.00	
100.29.01-575	Rental - Office Equipment	8,000.00	8,000.00	7,000.00	7,500.00	(6)	(500.00)	
100.29.01-580	Memberships & Publications	11,600.00	1,500.00	2,000.00	2,100.00	40	600.00	
100.29.01-581	Training & Travel	4,000.00	5,500.00	4,000.00	4,500.00	(18)	(1,000.00)	
100.29.01-582	Tuition Assistance	.00	.00	.00	.00		.00	
100.29.01-591	Rebates	.00	.00	.00	.00		.00	
100.29.01-592	Credit Card Service Fees	.00	.00	.00	20,000.00		20,000.00	
	<i>Services &amp; Charges Totals</i>	\$630,700.00	\$680,560.00	\$579,758.00	\$618,353.00	(9%)	(\$62,207.00)	
<b>Supplies</b>								
100.29.01-531	Office Supplies - General	4,000.00	4,000.00	10,300.00	11,000.00	175	7,000.00	
100.29.01-532	Computer Equipment	2,000.00	500.00	300.00	1,600.00	220	1,100.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 29 - Community Development</b>							
Division <b>01 - Department Wide</b>							
100.29.01-540	Other Operating Supplies	12,600.00	13,600.00	14,000.00	7,200.00	(47)	(6,400.00)
	<i>Supplies Totals</i>	<u>\$18,600.00</u>	<u>\$18,100.00</u>	<u>\$24,600.00</u>	<u>\$19,800.00</u>	9%	<u>\$1,700.00</u>
	<i>Services and Supplies Totals</i>	<u>\$649,300.00</u>	<u>\$698,660.00</u>	<u>\$604,358.00</u>	<u>\$638,153.00</u>	(9%)	<u>(\$60,507.00)</u>
<b><u>Insurance and Other Chargebacks</u></b>							
100.29.01-530	Liability Insurance	.00	.00	.00	.00		.00
	<i>Insurance and Other Chargebacks Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
	Division <b>01 - Department Wide Totals</b>	<u>\$1,583,287.00</u>	<u>\$1,547,298.00</u>	<u>\$1,430,793.00</u>	<u>\$1,518,246.00</u>	(2%)	<u>(\$29,052.00)</u>
	Department <b>29 - Community Development Totals</b>	<u>\$1,583,287.00</u>	<u>\$1,547,298.00</u>	<u>\$1,430,793.00</u>	<u>\$1,518,246.00</u>	(2%)	<u>(\$29,052.00)</u>

# DEPARTMENT NARRATIVE

## PUBLIC WORKS DEPARTMENT

### Mission Statement/Purpose

The mission of the Public Works Department carried out under the General Fund include the engineering, construction and maintenance of all pavements, sidewalks, parking lots, maintenance of public buildings, administration of Village codes relating to forestry programs, flood plain management and storm water runoff from building developments.

### Current Year Department Accomplishments

- Completed the removal and installation of new structural floor in Building B at the Public Works Facility.
- Successfully completed the rehabilitation of residential roadways, public sidewalks, and installation of new concrete alley as part of the annual street rehabilitation program.
- Completed the removal, replacement, and standardization of brick pavers in the Hubbard Woods commercial district, as well as the west side of Lincoln Avenue between Elm and Lincoln Parking lot entrance.
- Enhanced and combined various smaller existing landscaping service contracts into one consolidated multi-year contract.
- Installed automated vehicle location (AVL) equipment in major equipment pieces to increase efficiency in routing.
- Continued to perform Engineering permit review, design, and code enforcement investigations.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **16.35**

FY 2016 FTEs: **15.6**

FY 2015 FTEs: **15.4**

FY 2014 FTEs: **15.5**

Proposed FY 2017 Cost of Salaries and Benefits: **\$2,322,959**

Projected FY 2016 Cost of Salaries and Benefits: **\$2,217,095**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$2,319,884**

Actual FY 2015 Cost of Salaries and Benefits: **\$2,435,252**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **0.1%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$1,805,256**

FY 2016 Services and Supplies Budget: **\$1,726,436**

FY 2015 Services and Supplies Budget: **\$1,637,624**

FY 2014 Services and Supplies Budget: **\$1,522,024**

Projected Year-End FY 2016 S&S Budget: **\$1,749,285**

Actual FY 2015 Cost of Services and Supplies: **\$1,429,169**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **4.6%**

# Fiscal Year 2017 Proposed Department Objectives

<b>Objective</b>	<b>Action Steps</b>	<b>Timeframe</b>
Implement the fiscal year 2017 capital improvement program to maintain and enhance the Village's infrastructure.	<ul style="list-style-type: none"> <li>• Design and construct street improvements totaling \$1,343,000.</li> <li>• Design and construct improvements for the Lincoln Avenue Parking lot.</li> </ul>	12/31/17
Improve traffic circulation and Village roadway infrastructure, including regular street maintenance activities.	<ul style="list-style-type: none"> <li>• Replace approximately 7,500 lineal feet of deteriorated curbs throughout the Village.</li> <li>• Replace approximately 20,000 square feet of deteriorated and/or hazardous sidewalks throughout the Village.</li> </ul>	12/31/17
Ensure that equipment and vehicles are maintained for reliability and operational needs.	<ul style="list-style-type: none"> <li>• Replace 2.5 Ton Dump PW 22.</li> </ul>	12/31/17
Investigate alternative de-icing approaches to reduce chloride runoff.	<ul style="list-style-type: none"> <li>• Staff to meet with vendors and surrounding communities to understand alternative deicing programs and products</li> </ul>	12/31/17
Continue to enhance and improve Forestry and landscaping initiatives throughout the Village.	<ul style="list-style-type: none"> <li>• Continue to enhance and include the addition of perennial landscaping improvements in Commercial Districts and Village owned open spaces and parkways.</li> <li>• Remove and replace approximately 200 diseased, dying and or hazardous trees and prune to standard another 1,200 to maintain cycle.</li> <li>• Perform annual tree fertilization, and preventative disease treatments.</li> </ul>	12/31/17
Provide Engineering permit review, design, and code enforcement investigations.	<ul style="list-style-type: none"> <li>• Perform 500 development plan reviews to insure compliance with Village Forestry, Drainage and Floodplain Codes.</li> </ul>	12/31/17

# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**

**Objective**

**Anticipated Completion Status**

Implement the fiscal year 2016 capital improvement program to maintain and enhance the Village's infrastructure.

Complete

Improve traffic circulation and Village roadway infrastructure, including regular street maintenance activities.

Ongoing

Investigate alternative de-icing approaches to reduce chloride runoff.

In progress

Complete permitting and construction of a project to replace an underground 10,000 gallon single-wall lined steel fuel tank at the Village Yards.

Complete

Install automated vehicle location (AVL) equipment in major equipment pieces to increase efficiency in routing.

Complete

Design and complete floor and drainage repairs to Village Yards Building B vehicle storage area.

Complete

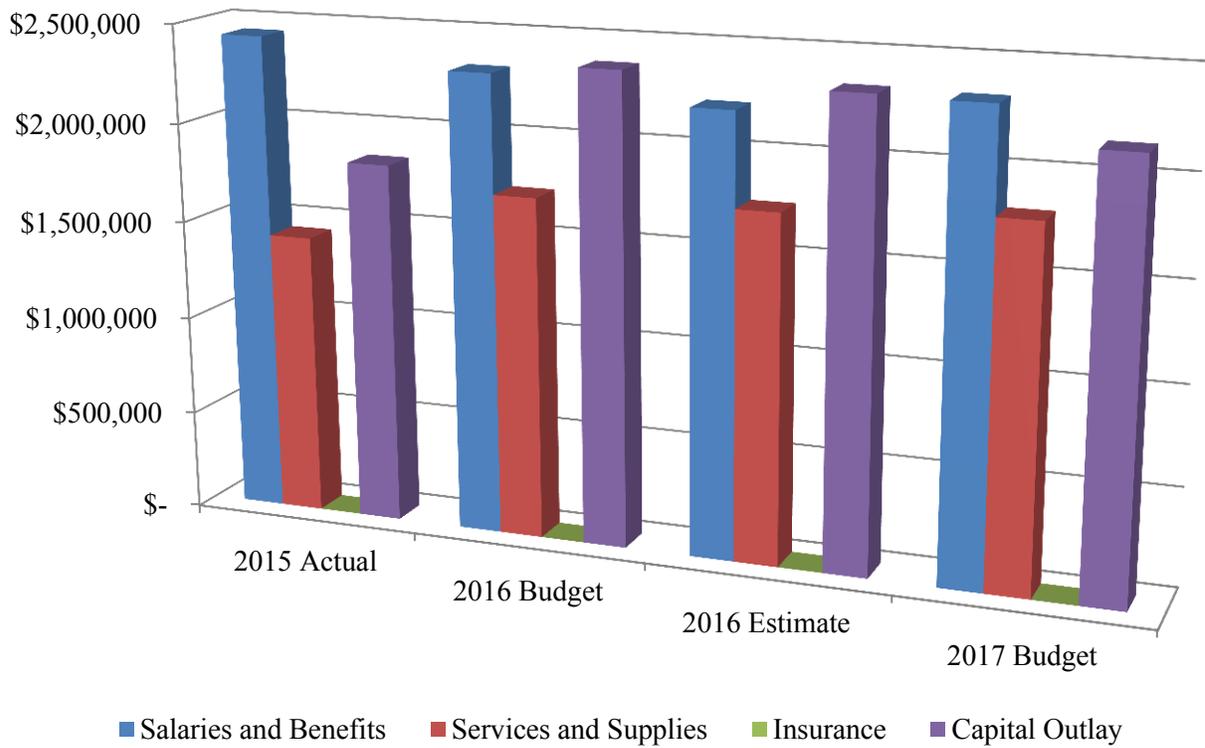
Provide Engineering permit review, design, and code enforcement investigations.

Ongoing

# Financial Summary

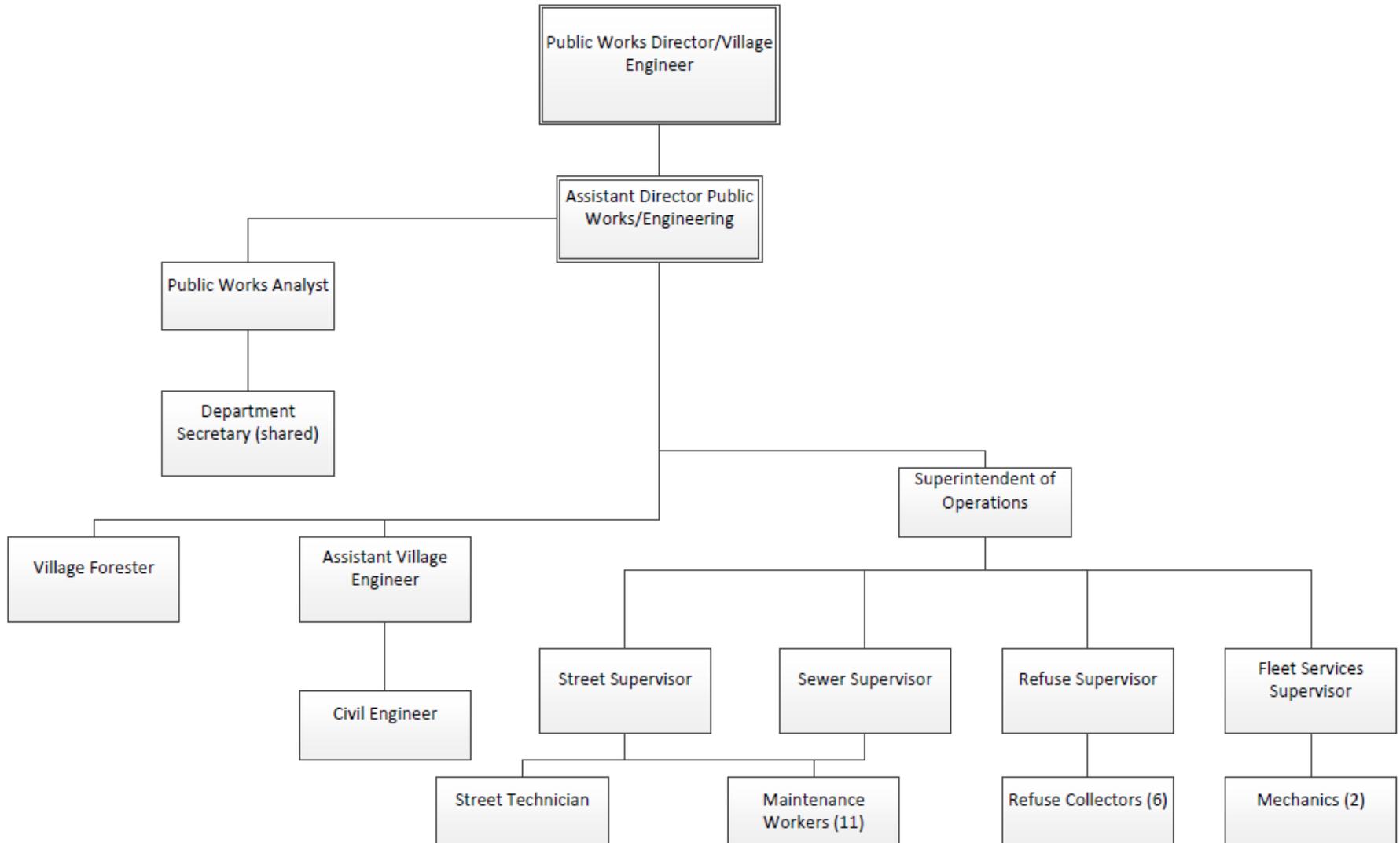
Public Works	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change	
					A to C	B to C
Salaries and Benefits	\$ 2,435,252	\$ 2,319,884	\$ 2,217,095	\$ 2,322,959	0.1%	4.8%
Services and Supplies	\$ 1,429,169	\$ 1,726,436	\$ 1,749,285	\$ 1,805,256	4.6%	3.2%
Insurance	\$ 1,005	\$ -	\$ 1,306	\$ -	0.0%	-100.0%
<b>Total Operating Exp.</b>	<b>\$ 3,865,426</b>	<b>\$ 4,046,320</b>	<b>\$ 3,967,686</b>	<b>\$ 4,128,215</b>	<b>2.0%</b>	<b>4.0%</b>
<b>Capital Outlay</b>	<b>\$ 1,832,033</b>	<b>\$ 2,373,001</b>	<b>\$ 2,333,000</b>	<b>\$ 2,145,000</b>	<b>-9.6%</b>	<b>-8.1%</b>
<b>Total Department</b>	<b>\$ 5,697,459</b>	<b>\$ 6,419,321</b>	<b>\$ 6,300,686</b>	<b>\$ 6,273,215</b>	<b>-2.3%</b>	<b>-0.4%</b>

## Public Works



# Organizational Chart

## Village of Winnetka Public Works Department



## Department Metrics

- Completed design and construction of the annual Street Reconstruction program under which 14,025 lineal feet or 2.65 miles were reconstructed or resurfaced.
- Replaced approximately 8,894 lineal feet of deteriorated curbs throughout the Village.
- Replaced approximately 17,742 square feet of deteriorated and/or hazardous sidewalks throughout the Village.
- Performed 257 development plan reviews and 106 forestry plan reviews to insure compliance with Village Forestry, Drainage and Floodplain Codes.
- Removed 180 trees, planted 85 trees, and trimmed 950 trees.
- In support of the Refuse Team, successfully completed the annual Spring Clean-up, Leaf Collection and Holiday Tree Collection programs.
- Completed 578 sign replacement and repairs from traffic damage, vandalism or age.
- Responded to approximately 17 snow and ice events with a total accumulation to date of approximately 26 inches.
- Upgraded the Village's holiday lighting program to utilize LED lighting. New enhancements improved visual appearance, reduced electrical costs, and reduced the need to replace the lights annually.



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
Department <b>30 - Public Works</b>							
Division <b>01 - Department Wide</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Benefits</b>							
100.30.01-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.30.01-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.30.01-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Pensions</b>							
100.30.01-523	Fringe Benefits - Medicare	.00	.00	.00	.00		.00
100.30.01-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.30.01-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	10,702.00	.00		.00
	<i>Pensions Totals</i>	\$0.00	\$0.00	\$10,702.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$10,702.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
100.30.01-551	Consulting Services	.00	.00	.00	.00		.00
100.30.01-552	Engineering Services	.00	.00	2,241.00	.00		.00
100.30.01-553	Legal Services	.00	.00	.00	.00		.00
100.30.01-555	GIS & Aerial Mapping	29,000.00	29,000.00	29,000.00	29,000.00		.00
100.30.01-556	Village Data Processing / Network Charge	21,000.00	21,000.00	21,000.00	21,000.00		.00
100.30.01-557	Technology Licensing & Maintenance	4,500.00	2,400.00	2,400.00	2,400.00		.00

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	DLT Subscription Renewal	1.00	2,400.00	2,400.00
	<i>Manager Totals</i>			\$2,400.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 100 - General Fund</b>								
<b>Department 30 - Public Works</b>								
<b>Division 01 - Department Wide</b>								
100.30.01-559	Drainage	.00	.00	.00	.00		.00	
100.30.01-562	Dispatch Services	3,000.00	3,000.00	3,000.00	3,000.00		.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	M&T weather notification service					1.00	3,000.00	3,000.00
							Manager Totals	\$3,000.00
100.30.01-563	Telephone Service	14,000.00	1,372.00	1,450.00	1,528.00	11	156.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Monthly PRI share (Comcast)					12.00	127.32	1,527.84
							Manager Totals	\$1,527.84
100.30.01-564	Cell Phones & Radios	11,000.00	11,000.00	24,000.00	24,000.00	118	13,000.00	
100.30.01-567	Operations & Maintenance	.00	.00	275.00	.00		.00	
100.30.01-568	Utilities	143,520.00	143,520.00	143,520.00	143,520.00		.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Stormwater utility					12.00	2,960.00	35,520.00
Manager	Utilities					1.00	108,000.00	108,000.00
							Manager Totals	\$143,520.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 01 - Department Wide</b>							
100.30.01-570	Repair & Maintenance - Buildings	69,000.00	83,000.00	83,000.00	90,000.00	8	7,000.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	PW Yard ClearSpan installation	1.00	12,000.00	12,000.00
Manager	Service yards backflow testing	1.00	3,000.00	3,000.00
Manager	Service yards commodities	1.00	11,000.00	11,000.00
Manager	Service yards contractual repairs	1.00	20,000.00	20,000.00
Manager	Service yards fire alarm	1.00	2,000.00	2,000.00
Manager	Service yards fire extinguisher	1.00	2,000.00	2,000.00
Manager	Service yards HVAC maintenance	1.00	10,000.00	10,000.00
Manager	Service yards janitorial	1.00	15,000.00	15,000.00
Manager	Service yards landscape	1.00	5,000.00	5,000.00
Manager	Service yards locker room sink	1.00	5,000.00	5,000.00
Manager	Service yards mat cleaning	1.00	1,500.00	1,500.00
Manager	Service yards pest control	1.00	1,500.00	1,500.00
Manager	Service yards sprinkler annual testing	1.00	2,000.00	2,000.00
<b>Manager Totals</b>				<b>\$90,000.00</b>

100.30.01-574	Vehicle Maint Service Charge	225,204.00	215,544.00	215,544.00	216,708.00	1	1,164.00
100.30.01-575	Rental - Office Equipment	6,000.00	6,000.00	7,500.00	6,000.00		.00
100.30.01-580	Memberships & Publications	.00	1,200.00	1,650.00	1,500.00	25	300.00
100.30.01-581	Training & Travel	14,500.00	14,500.00	14,500.00	17,000.00	17	2,500.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	CDL training	1.00	1,000.00	1,000.00
Manager	MAPSI Training	1.00	2,000.00	2,000.00
Manager	MWRD required I/I training	1.00	2,000.00	2,000.00
Manager	NIPSTA training and dues	1.00	2,000.00	2,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 01 - Department Wide</b>							
	Manager					1.00	2,500.00
	Manager					1.00	5,500.00
	Manager					1.00	2,000.00
							Manager Totals
							\$17,000.00
100.30.01-582	Tuition Assistance	.00	.00	.00	.00		.00
100.30.01-583	Property Insurance	22,000.00	22,000.00	22,000.00	22,000.00		.00
	<i>Services &amp; Charges Totals</i>	\$562,724.00	\$553,536.00	\$571,080.00	\$577,656.00	4%	\$24,120.00
<b>Supplies</b>							
100.30.01-531	Office Supplies - General	12,500.00	12,500.00	17,000.00	16,100.00	29	3,600.00
<b>Budget Transactions</b>							
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	First aid kit supplies				1.00	1,000.00
	Manager	Replace conference room chairs				12.00	300.00
	Manager	Various office items				1.00	11,500.00
							Manager Totals
							\$16,100.00
100.30.01-532	Computer Equipment	6,000.00	1,500.00	2,200.00	10,000.00	567	8,500.00
<b>Budget Transactions</b>							
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	Department iPad purchase				1.00	1,500.00
	Manager	Purchase new desktop computer - Intern				1.00	500.00
	Manager	Replacement of CND03902L7 workstation				1.00	1,000.00
	Manager	Replacement of CND0401FQ6 workstation				1.00	1,000.00
	Manager	Replacement of MXL04121FT workstation				1.00	1,000.00
	Manager	Replacement of MXL04121FV workstation				1.00	500.00
	Manager	Replacement of MXL04121FW workstation				1.00	500.00
	Manager	Replacement of MXL04121FX workstation				1.00	500.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 01 - Department Wide</b>							
	Manager					1.00	500.00
	Manager					1.00	500.00
	Manager					1.00	500.00
	Manager					1.00	500.00
	Manager					1.00	500.00
	Manager					1.00	500.00
	Manager					1.00	500.00
	Manager					1.00	500.00
							Manager Totals
							\$10,000.00
100.30.01-537	Uniforms	14,500.00	14,500.00	14,500.00	14,500.00		.00
	Budget Transactions						
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	Safety/PPE Gear (Street, Forestry, Admin., Engineering)				1.00	5,000.00
	Manager	Uniforms (Street, Forestry, Admin, Engineering)				1.00	9,500.00
							Manager Totals
							\$14,500.00
100.30.01-540	Other Operating Supplies	7,000.00	5,000.00	5,000.00	25,000.00	400	20,000.00
	Budget Transactions						
	<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>
	Manager	CDL testing				1.00	2,500.00
	Manager	Purchase aerial lift - scissor lift				1.00	20,000.00
	Manager	Safety glasses - prescription				1.00	2,500.00
							Manager Totals
							\$25,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 01 - Department Wide</b>							
100.30.01-543	Public Property Maintenance	257,000.00	381,000.00	381,000.00	346,000.00	(9)	(35,000.00)

Budget Transactions

<i>Level</i>	<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Beautification projects	1.00	12,000.00	12,000.00
Manager	Brick paver repairs	1.00	25,000.00	25,000.00
Manager	Cenotaph maintenance	1.00	5,000.00	5,000.00
Manager	Fencing repairs	1.00	20,000.00	20,000.00
Manager	Floral Program	1.00	35,000.00	35,000.00
Manager	Holiday lighting	1.00	30,000.00	30,000.00
Manager	Irrigation public properties	1.00	7,000.00	7,000.00
Manager	Parking structure maintenance and repair	1.00	5,000.00	5,000.00
Manager	Post office maintenance repair and service	1.00	4,000.00	4,000.00
Manager	Property leases	1.00	12,000.00	12,000.00
Manager	Public property commodities	1.00	17,000.00	17,000.00
Manager	Public property contractual	1.00	8,000.00	8,000.00
Manager	Train station maintenance repair and service	1.00	14,000.00	14,000.00
Manager	Village Hall maintenance repair and service	1.00	22,000.00	22,000.00
Manager	Village Wide Landscaping Contract - Public Properties	1.00	130,000.00	130,000.00
<b>Manager Totals</b>				<b>\$346,000.00</b>

100.30.01-544	Street Maintenance	.00	.00	.00	23,000.00	23,000.00
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Budget Transactions

<i>Level</i>	<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Roadway striping (Thermo) - Various locations	1.00	23,000.00	23,000.00
<b>Manager Totals</b>				<b>\$23,000.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 01 - Department Wide</b>							
100.30.01-549	Fuel	.00	.00	.00	.00		.00
	<i>Supplies Totals</i>	\$297,000.00	\$414,500.00	\$419,700.00	\$434,600.00	5%	\$20,100.00
	<i>Services and Supplies Totals</i>	\$859,724.00	\$968,036.00	\$990,780.00	\$1,012,256.00	5%	\$44,220.00
<b>Capital Outlay</b>							
100.30.01-615	Buildings & Structures	150,000.00	500,000.00	500,000.00	.00	(100)	(500,000.00)
100.30.01-620	Improvements Other Than Buildings	.00	330,000.00	240,000.00	.00	(100)	(330,000.00)
100.30.01-625	Heavy Machinery	310,000.00	120,000.00	120,000.00	195,000.00	63	75,000.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Replace PW 22 - 2.5 ton dump				1.00	195,000.00	195,000.00
	Manager Totals						\$195,000.00
100.30.01-630	Motor Vehicles	90,000.00	.00	.00	.00		.00
100.30.01-635	Furniture & Fixtures	.00	.00	.00	.00		.00
100.30.01-640	Office and Other Equipment	.00	.00	.00	.00		.00
100.30.01-645	Technology	.00	.00	.00	.00		.00
100.30.01-650	Infrastructure	380,001.00	380,001.00	130,000.00	600,000.00	58	219,999.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	IDOT Sheridan Road resurfacing C-91-480-09				1.00	.01	.01
Manager	Parking lot rehab - Lincoln Ave.				1.00	450,000.00	450,000.00
Manager	Sidewalk replacement				1.00	150,000.00	150,000.00
	Manager Totals						\$600,000.01
	<i>Capital Outlay Totals</i>	\$930,001.00	\$1,330,001.00	\$990,000.00	\$795,000.00	(40%)	(\$535,001.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 01 - Department Wide</b>							
<b><u>Insurance and Other Chargebacks</u></b>							
100.30.01-530	Liability Insurance	.00	.00	1,306.00	.00		.00
	<i>Insurance and Other Chargebacks Totals</i>	\$0.00	\$0.00	\$1,306.00	\$0.00	+++	\$0.00
<b><u>Transfers</u></b>							
100.30.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Division	<b>01 - Department Wide Totals</b>	\$1,789,725.00	\$2,298,037.00	\$1,992,788.00	\$1,807,256.00	(21%)	(\$490,781.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 10 - Administration</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.30.10-511	Regular Salaries	404,570.00	447,228.00	421,000.00	461,553.00	3	14,325.00
<i>Position Transactions</i>							
	<i>Level</i>				<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager				Earnings		132,850.00
	Manager				Earnings		112,774.00
	Manager				Earnings		122,865.00
	Manager				Earnings		28,346.00
	Manager				Earnings		64,718.00
						<b>Manager Totals</b>	<b>\$461,553.00</b>
100.30.10-512	Overtime Salaries	2,083.00	2,083.00	2,540.00	2,500.00	20	417.00
100.30.10-515	Sick Cashed In	4,988.00	9,594.00	9,367.00	654.00	(93)	(8,940.00)
100.30.10-518	Other Compensation	14,688.00	11,504.00	13,540.00	12,368.00	8	864.00
	<i>Employee Pay Totals</i>	<b>\$426,329.00</b>	<b>\$470,409.00</b>	<b>\$446,447.00</b>	<b>\$477,075.00</b>	<b>1%</b>	<b>\$6,666.00</b>
<b>Benefits</b>							
100.30.10-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.30.10-521	Fringe Benefits - Worker's Compensation	100,000.00	100,001.00	77,000.00	99,976.00		(25.00)
100.30.10-522	Fringe Benefits - Medical / Dental Insurance	59,095.00	66,601.00	63,100.00	71,709.00	8	5,108.00
100.30.10-528	Fringe Benefits - Life Insurance	374.00	413.00	400.00	414.00		1.00
	<i>Benefits Totals</i>	<b>\$159,469.00</b>	<b>\$167,015.00</b>	<b>\$140,500.00</b>	<b>\$172,099.00</b>	<b>3%</b>	<b>\$5,084.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 10 - Administration</b>							
<b><u>Pensions</u></b>							
100.30.10-523	Fringe Benefits - Medicare	6,182.00	6,793.00	6,250.00	6,920.00	2	127.00
100.30.10-524	Fringe Benefits - Social Security	22,442.00	24,685.00	26,000.00	26,015.00	5	1,330.00
100.30.10-525	Fringe Benefits - IMRF Pension Er Contribution	62,031.00	67,478.00	64,350.00	64,754.00	(4)	(2,724.00)
100.30.10-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.30.10-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
<i>Pensions Totals</i>		\$90,655.00	\$98,956.00	\$96,600.00	\$97,689.00	(1%)	(\$1,267.00)
<i>Salary and Benefits Totals</i>		\$676,453.00	\$736,380.00	\$683,547.00	\$746,863.00	1%	\$10,483.00
Division 10 - Administration Totals		\$676,453.00	\$736,380.00	\$683,547.00	\$746,863.00	1%	\$10,483.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
Department <b>30 - Public Works</b>							
Division <b>21 - Engineering</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.30.21-511	Regular Salaries	172,727.00	180,061.00	166,000.00	185,358.00	3	5,297.00
Position Transactions							
	<i>Level</i>	<i>Position</i>		<i>Type</i>	<i>Code</i>		<i>Total Amount</i>
	Manager	300401 - Assistant Village Engineer		Earnings			97,170.00
	Manager	300501 - Civil Engineer		Earnings			88,188.00
						Manager Totals	\$185,358.00
100.30.21-512	Overtime Salaries	3,034.00	3,034.00	500.00	3,036.00		2.00
100.30.21-513	Part Time Salaries	6,000.00	6,002.00	6,002.00	4,200.00	(30)	(1,802.00)
Position Transactions							
	<i>Level</i>	<i>Position</i>		<i>Type</i>	<i>Code</i>		<i>Total Amount</i>
	Manager	301801 - Engineering Intern		Earnings			4,200.00
						Manager Totals	\$4,200.00
100.30.21-515	Sick Cashed In	2,508.00	3,543.00	3,543.00	27,826.00	685	24,283.00
100.30.21-518	Other Compensation	2,376.00	2,376.00	2,564.00	2,592.00	9	216.00
	<i>Employee Pay Totals</i>	\$186,645.00	\$195,016.00	\$178,609.00	\$223,012.00	14%	\$27,996.00
<b>Benefits</b>							
100.30.21-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.30.21-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 21 - Engineering</b>							
100.30.21-522	Fringe Benefits - Medical / Dental Insurance	22,224.00	23,535.00	21,500.00	25,228.00	7	1,693.00
100.30.21-528	Fringe Benefits - Life Insurance	124.00	145.00	140.00	143.00	(1)	(2.00)
	<i>Benefits Totals</i>	\$22,348.00	\$23,680.00	\$21,640.00	\$25,371.00	7%	\$1,691.00
<b><u>Pensions</u></b>							
100.30.21-523	Fringe Benefits - Medicare	2,707.00	2,783.00	2,500.00	3,234.00	16	451.00
100.30.21-524	Fringe Benefits - Social Security	11,295.00	11,560.00	11,400.00	12,860.00	11	1,300.00
100.30.21-525	Fringe Benefits - IMRF Pension Er Contribution	26,283.00	27,100.00	24,200.00	29,689.00	10	2,589.00
100.30.21-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.30.21-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$40,285.00	\$41,443.00	\$38,100.00	\$45,783.00	10%	\$4,340.00
	<i>Salary and Benefits Totals</i>	\$249,278.00	\$260,139.00	\$238,349.00	\$294,166.00	13%	\$34,027.00
<b><u>Services and Supplies</u></b>							
<b><u>Services &amp; Charges</u></b>							
100.30.21-552	Engineering Services	23,000.00	23,000.00	23,000.00	58,000.00	152	35,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Benchmark replacement				1.00	2,000.00	2,000.00
Manager	Contractual engineering services				1.00	35,000.00	35,000.00
Manager	Soil/material testing - Rubino - yr 3 of 3 yr contract				1.00	19,000.00	19,000.00
Manager	Surveying and drafting supplies				1.00	2,000.00	2,000.00
						<b>Manager Totals</b>	<b>\$58,000.00</b>
100.30.21-555	GIS & Aerial Mapping	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 21 - Engineering</b>							
100.30.21-580	Memberships & Publications	500.00	500.00	500.00	500.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CFM License - Jim and Susan				2.00	100.00	200.00
Manager	PE License - Steve, Jim, Susan				3.00	100.00	300.00
						Manager Totals	\$500.00
	<i>Services &amp; Charges Totals</i>	\$23,500.00	\$23,500.00	\$23,500.00	\$58,500.00	149%	\$35,000.00
<b>Supplies</b>							
100.30.21-540	Other Operating Supplies	8,000.00	1,500.00	1,500.00	1,500.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Various engineering equipment purchases				1.00	1,500.00	1,500.00
						Manager Totals	\$1,500.00
	<i>Supplies Totals</i>	\$8,000.00	\$1,500.00	\$1,500.00	\$1,500.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$31,500.00	\$25,000.00	\$25,000.00	\$60,000.00	140%	\$35,000.00
Division	<b>21 - Engineering Totals</b>	\$280,778.00	\$285,139.00	\$263,349.00	\$354,166.00	24%	\$69,027.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
Department <b>30 - Public Works</b>							
Division <b>22 - Street Maintenance</b>							

EXPENSE

**Salary and Benefits**

**Employee Pay**

100.30.22-511	Regular Salaries	724,027.00	734,094.00	700,000.00	692,605.00	(6)	(41,489.00)
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Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	300901 - Street Supervisor	Earnings		109,524.00
Manager	301301 - Street Technician	Earnings		87,597.00
Manager	301401 - Maintenance Worker	Earnings		56,056.00
Manager	301402 - Maintenance Worker	Earnings		82,834.00
Manager	301406 - Maintenance Worker	Earnings		82,834.00
Manager	301407 - Maintenance Worker	Earnings		82,834.00
Manager	301408 - Maintenance Worker	Earnings		82,834.00
Manager	301409 - Maintenance Worker	Earnings		54,297.00
Manager	301412 - Maintenance Worker	Earnings		53,795.00
Manager Totals				\$692,605.00

100.30.22-512	Overtime Salaries	30,030.00	30,000.00	30,000.00	30,002.00		2.00
100.30.22-513	Part Time Salaries	.00	.00	.00	6,240.00		6,240.00

Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	301414 - Street Department - Seasonal	Earnings		6,240.00
Manager Totals				\$6,240.00

100.30.22-515	Sick Cashed In	4,008.00	3,347.00	3,733.00	10,696.00	220	7,349.00
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# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 22 - Street Maintenance</b>							
100.30.22-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	<u>\$758,065.00</u>	<u>\$767,441.00</u>	<u>\$733,733.00</u>	<u>\$739,543.00</u>	(4%)	(\$27,898.00)
<b>Benefits</b>							
100.30.22-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.30.22-521	Fringe Benefits - Worker's Compensation	.00	.00	750.00	.00		.00
100.30.22-522	Fringe Benefits - Medical / Dental Insurance	156,538.00	149,345.00	140,000.00	142,299.00	(5)	(7,046.00)
100.30.22-528	Fringe Benefits - Life Insurance	515.00	542.00	600.00	681.00	26	139.00
	<i>Benefits Totals</i>	<u>\$157,053.00</u>	<u>\$149,887.00</u>	<u>\$141,350.00</u>	<u>\$142,980.00</u>	(5%)	(\$6,907.00)
<b>Pensions</b>							
100.30.22-523	Fringe Benefits - Medicare	10,990.00	10,694.00	10,000.00	10,723.00		29.00
100.30.22-524	Fringe Benefits - Social Security	45,860.00	45,721.00	42,000.00	45,004.00	(2)	(717.00)
100.30.22-525	Fringe Benefits - IMRF Pension Er Contribution	110,297.00	110,051.00	100,000.00	99,507.00	(10)	(10,544.00)
100.30.22-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.30.22-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	<u>\$167,147.00</u>	<u>\$166,466.00</u>	<u>\$152,000.00</u>	<u>\$155,234.00</u>	(7%)	(\$11,232.00)
	<i>Salary and Benefits Totals</i>	<u>\$1,082,265.00</u>	<u>\$1,083,794.00</u>	<u>\$1,027,083.00</u>	<u>\$1,037,757.00</u>	(4%)	(\$46,037.00)
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
100.30.22-571	Repair & Maintenance - Streets	235,000.00	213,000.00	213,000.00	211,000.00	(1)	(2,000.00)

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Asphalt for road repairs	1.00	40,000.00	40,000.00
Manager	Crack sealing / Pavement Rejuvenation	1.00	25,000.00	25,000.00
Manager	Excavation debris	1.00	12,000.00	12,000.00
Manager	Graffiti removal	1.00	1,000.00	1,000.00
Manager	Misc street maintenance	1.00	18,000.00	18,000.00
Manager	Miscellaneous landscaping repairs	1.00	5,000.00	5,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 22 - Street Maintenance</b>							
	Manager					1.00	25,000.00
	Manager					1.00	21,000.00
	Manager					1.00	6,000.00
	Manager					1.00	45,000.00
	Manager					1.00	6,000.00
	Manager					1.00	2,000.00
	Manager					1.00	5,000.00
							Manager Totals
							<b>\$211,000.00</b>
	<i>Services &amp; Charges Totals</i>	\$235,000.00	\$213,000.00	\$213,000.00	\$211,000.00	(1%)	(\$2,000.00)
	<i>Services and Supplies Totals</i>	\$235,000.00	\$213,000.00	\$213,000.00	\$211,000.00	(1%)	(\$2,000.00)
<b>Capital Outlay</b>							
100.30.22-650	Infrastructure	.00	.00	.00	.00		.00
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 22 - Street Maintenance Totals	\$1,317,265.00	\$1,296,794.00	\$1,240,083.00	\$1,248,757.00	(4%)	(\$48,037.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 23 - Pavement Reconstruction</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Benefits</b>							
100.30.23-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.30.23-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.30.23-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	.00		.00
100.30.23-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Pensions</b>							
100.30.23-523	Fringe Benefits - Medicare	.00	.00	.00	.00		.00
100.30.23-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
100.30.23-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
100.30.23-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.30.23-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Capital Outlay</b>							
100.30.23-650	Infrastructure	1,220,000.00	1,343,000.00	1,343,000.00	1,350,000.00	1	7,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Street & alley reconstruction/rehabilitation				1.00	1,350,000.00	1,350,000.00
					<b>Manager Totals</b>		<b>\$1,350,000.00</b>
	<i>Capital Outlay Totals</i>	\$1,220,000.00	\$1,343,000.00	\$1,343,000.00	\$1,350,000.00	1%	\$7,000.00
Division	<b>23 - Pavement Reconstruction Totals</b>	\$1,220,000.00	\$1,343,000.00	\$1,343,000.00	\$1,350,000.00	1%	\$7,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 24 - Drainage</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
100.30.24-511	Regular Salaries	.00	.00	.00	.00		.00
100.30.24-512	Overtime Salaries	.00	.00	12,000.00	.00		.00
100.30.24-515	Sick Cashed In	.00	.00	.00	.00		.00
100.30.24-518	Other Compensation	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		\$0.00	\$0.00	\$12,000.00	\$0.00	+++	\$0.00
<b>Benefits</b>							
100.30.24-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.30.24-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.30.24-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	1,500.00	.00		.00
100.30.24-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
<i>Benefits Totals</i>		\$0.00	\$0.00	\$1,500.00	\$0.00	+++	\$0.00
<b>Pensions</b>							
100.30.24-523	Fringe Benefits - Medicare	.00	.00	200.00	.00		.00
100.30.24-524	Fringe Benefits - Social Security	.00	.00	710.00	.00		.00
100.30.24-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	1,700.00	.00		.00
100.30.24-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.30.24-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
<i>Pensions Totals</i>		\$0.00	\$0.00	\$2,610.00	\$0.00	+++	\$0.00
<i>Salary and Benefits Totals</i>		\$0.00	\$0.00	\$16,110.00	\$0.00	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
Department <b>30 - Public Works</b>							
Division <b>24 - Drainage</b>							
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
100.30.24-559	Drainage	.00	.00	105.00	.00		.00
	<i>Services &amp; Charges Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$105.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
<u>Supplies</u>							
100.30.24-536	Salt and Snow Removal Supplies and Equipment	.00	.00	.00	.00		.00
	<i>Supplies Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
	<i>Services and Supplies Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$105.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
	Division <b>24 - Drainage Totals</b>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$16,215.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
Division 25 - Snow Removal							
<b>EXPENSE</b>							
<i>Salary and Benefits</i>							
<i>Employee Pay</i>							
100.30.25-511	Regular Salaries	.00	.00	.00	.00		.00
100.30.25-512	Overtime Salaries	80,048.00	80,048.00	80,048.00	80,048.00		.00
100.30.25-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	<b>\$80,048.00</b>	<b>\$80,048.00</b>	<b>\$80,048.00</b>	<b>\$80,048.00</b>	0%	\$0.00
<i>Benefits</i>							
100.30.25-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
100.30.25-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
100.30.25-522	Fringe Benefits - Medical / Dental Insurance	300.00	.00	7,300.00	.00		.00
100.30.25-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	<b>\$300.00</b>	<b>\$0.00</b>	<b>\$7,300.00</b>	<b>\$0.00</b>	+++	\$0.00
<i>Pensions</i>							
100.30.25-523	Fringe Benefits - Medicare	1,161.00	.00	605.00	1,160.00		1,160.00
100.30.25-524	Fringe Benefits - Social Security	4,963.00	.00	2,600.00	2,701.00		2,701.00
100.30.25-525	Fringe Benefits - IMRF Pension Er Contribution	11,647.00	11,478.00	11,400.00	10,860.00	(5)	(618.00)
100.30.25-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
100.30.25-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	<b>\$17,771.00</b>	<b>\$11,478.00</b>	<b>\$14,605.00</b>	<b>\$14,721.00</b>	28%	\$3,243.00
	<i>Salary and Benefits Totals</i>	<b>\$98,119.00</b>	<b>\$91,526.00</b>	<b>\$101,953.00</b>	<b>\$94,769.00</b>	4%	\$3,243.00
<i>Services and Supplies</i>							
<i>Services &amp; Charges</i>							
100.30.25-573	Outside Repair & Maintenance - Vehicles	.00	.00	.00	.00		.00
	<i>Services &amp; Charges Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 25 - Snow Removal</b>							
<i>Supplies</i>							
100.30.25-536	Salt and Snow Removal Supplies and Equipment	179,400.00	188,400.00	188,400.00	187,000.00	(1)	(1,400.00)

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Level</i>	<i>Transaction</i>			
Manager	Alternative deicers and equipment	1.00	25,000.00	25,000.00
Manager	AVL technology	1.00	25,000.00	25,000.00
Manager	Bag deicing products	1.00	2,000.00	2,000.00
Manager	Contract hauling	1.00	10,000.00	10,000.00
Manager	Plow parts	1.00	10,000.00	10,000.00
Manager	Plow replacement	1.00	10,000.00	10,000.00
Manager	Road salt	1.00	85,000.00	85,000.00
Manager	Severe weather contingency	1.00	20,000.00	20,000.00
Manager Totals				<b>\$187,000.00</b>

<i>Supplies Totals</i>	\$179,400.00	\$188,400.00	\$188,400.00	\$187,000.00	(1%)	(\$1,400.00)
<i>Services and Supplies Totals</i>	\$179,400.00	\$188,400.00	\$188,400.00	\$187,000.00	(1%)	(\$1,400.00)
Division <b>25 - Snow Removal Totals</b>	\$277,519.00	\$279,926.00	\$290,353.00	\$281,769.00	1%	\$1,843.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change																																
<b>Fund 100 - General Fund</b>																																							
<b>Department 30 - Public Works</b>																																							
<b>Division 26 - Forestry</b>																																							
<b>EXPENSE</b>																																							
<i>Salary and Benefits</i>																																							
<i>Employee Pay</i>																																							
100.30.26-511	Regular Salaries	93,472.00	97,440.00	91,000.00	100,306.00	3	2,866.00																																
<table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th colspan="6" style="text-align: left;">Position Transactions</th> <th colspan="2"></th> </tr> <tr> <th style="text-align: left;">Level</th> <th style="text-align: left;">Position</th> <th style="text-align: left;">Type</th> <th style="text-align: left;">Code</th> <th colspan="2"></th> <th colspan="2" style="text-align: right;">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>301001 - Village Forester</td> <td>Earnings</td> <td></td> <td colspan="2"></td> <td style="text-align: right;">100,306.00</td> <td></td> </tr> <tr> <td colspan="6"></td> <td style="text-align: right;">Manager Totals</td> <td style="text-align: right; border-top: 1px solid black;">\$100,306.00</td> </tr> </tbody> </table>								Position Transactions								Level	Position	Type	Code			Total Amount		Manager	301001 - Village Forester	Earnings				100,306.00								Manager Totals	\$100,306.00
Position Transactions																																							
Level	Position	Type	Code			Total Amount																																	
Manager	301001 - Village Forester	Earnings				100,306.00																																	
						Manager Totals	\$100,306.00																																
100.30.26-512	Overtime Salaries	12,079.00	12,079.00	6,000.00	12,001.00	(1)	(78.00)																																
100.30.26-513	Part Time Salaries	.00	.00	5,800.00	4,600.00		4,600.00																																
100.30.26-515	Sick Cashed In	.00	6,003.00	6,260.00	.00	(100)	(6,003.00)																																
100.30.26-518	Other Compensation	.00	.00	.00	.00		.00																																
<i>Employee Pay Totals</i>		\$105,551.00	\$115,522.00	\$109,060.00	\$116,907.00	1%	\$1,385.00																																
<i>Benefits</i>																																							
100.30.26-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00																																
100.30.26-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00																																
100.30.26-522	Fringe Benefits - Medical / Dental Insurance	7,109.00	7,966.00	7,300.00	8,577.00	8	611.00																																
100.30.26-528	Fringe Benefits - Life Insurance	67.00	78.00	78.00	77.00	(1)	(1.00)																																
<i>Benefits Totals</i>		\$7,176.00	\$8,044.00	\$7,378.00	\$8,654.00	8%	\$610.00																																
<i>Pensions</i>																																							
100.30.26-523	Fringe Benefits - Medicare	1,530.00	1,500.00	1,500.00	1,695.00	13	195.00																																
100.30.26-524	Fringe Benefits - Social Security	6,544.00	6,413.00	6,413.00	6,909.00	8	496.00																																
100.30.26-525	Fringe Benefits - IMRF Pension Er Contribution	15,358.00	16,566.00	15,000.00	15,239.00	(8)	(1,327.00)																																
100.30.26-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00																																



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 100 - General Fund</b>							
<b>Department 30 - Public Works</b>							
<b>Division 26 - Forestry</b>							
100.30.26-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$23,432.00	\$24,479.00	\$22,913.00	\$23,843.00	(3%)	(\$636.00)
	<i>Salary and Benefits Totals</i>	\$136,159.00	\$148,045.00	\$139,351.00	\$149,404.00	1%	\$1,359.00
	<i>Services and Supplies</i>						
	<i>Supplies</i>						
100.30.26-545	Forestry	332,000.00	332,000.00	332,000.00	335,000.00	1	3,000.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Consulting	1.00	3,500.00	3,500.00
Manager	Dutch Elm testing and injections	1.00	20,500.00	20,500.00
Manager	Emerald Ash Borer parkway tree replacements	1.00	25,000.00	25,000.00
Manager	Emerald Ash Borer removal	1.00	40,000.00	40,000.00
Manager	Emerald Ash Borer treatment	1.00	15,000.00	15,000.00
Manager	Forestry inspection services	1.00	45,000.00	45,000.00
Manager	Forestry supplies	1.00	2,000.00	2,000.00
Manager	Grant contingency	1.00	5,000.00	5,000.00
Manager	Tree and stump removals	1.00	50,000.00	50,000.00
Manager	Tree fertilization/misc.	1.00	7,000.00	7,000.00
Manager	Tree grates (Neenah 8726)	1.00	2,000.00	2,000.00
Manager	Tree planting	1.00	30,000.00	30,000.00
Manager	Tree trimming	1.00	90,000.00	90,000.00
	<b>Manager Totals</b>			<b>\$335,000.00</b>

	<i>Supplies Totals</i>	\$332,000.00	\$332,000.00	\$332,000.00	\$335,000.00	1%	\$3,000.00
	<i>Services and Supplies Totals</i>	\$332,000.00	\$332,000.00	\$332,000.00	\$335,000.00	1%	\$3,000.00
	<b>Division 26 - Forestry Totals</b>	\$468,159.00	\$480,045.00	\$471,351.00	\$484,404.00	1%	\$4,359.00
	<b>Department 30 - Public Works Totals</b>	\$6,029,899.00	\$6,719,321.00	\$6,300,686.00	\$6,273,215.00	(7%)	(\$446,106.00)

# DEPARTMENT NARRATIVE

## MOTOR FUEL

### Mission Statement/Purpose

The mission of the Motor Fuel Tax (MFT) is to improve roads, bridges and sidewalks within the Village. By Village policy, these funds have been designated to pay principally for transportation-related capital improvements. Staff performing or supervising this work are budgeted in the General Fund, Public Works Department.

### Current Year Department Accomplishments

- Advanced design for modernization of traffic signal at Elm Street and Green Bay Road.
- Advanced funding and approval of Phase I engineering for the planned Federal-Aid reconstruction of the Cherry Street and Oak Street bridges.

## Fiscal Year 2017 Proposed Department Objectives

<u>Objective</u>	<u>Action Steps</u>	<u>Timeframe</u>
Improve pedestrian and traffic safety along state roadways.	<ul style="list-style-type: none"> <li>• Complete modernization of traffic signal at Elm Street and Green Bay Road.</li> </ul>	12/31/17
Improve roadways, bridges, and sidewalks within the village.	<ul style="list-style-type: none"> <li>• Complete Phase I engineering for the planned Federal-Aid reconstruction of the Chery Street and Oak Street bridges.</li> </ul>	12/31/17

## Fiscal Year 2016 Department Objectives Review

<u>Objective</u>	<u>December 31<sup>st</sup>, 2016 Anticipated Completion Status</u>
Improve pedestrian and traffic safety along state roadways.	In progress
Improve roadways, bridges, and sidewalks within the Village.	Ongoing

# Financial Summary

Motor Fuel Tax Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
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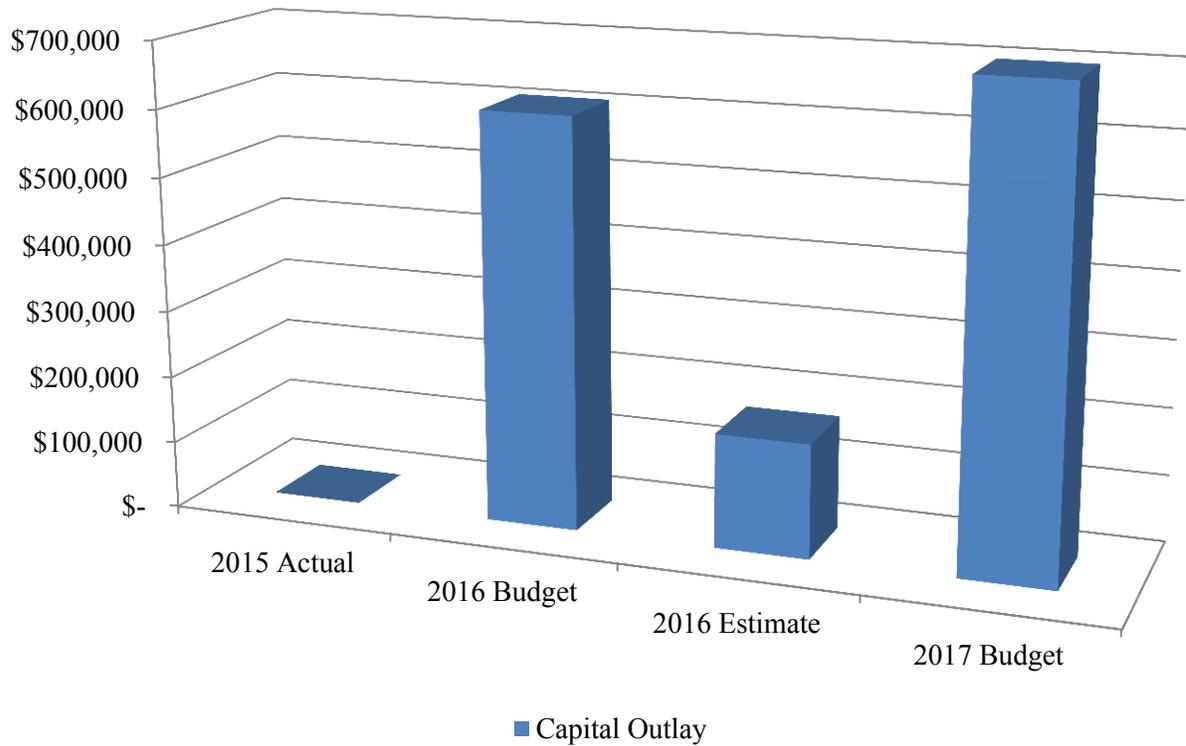
Operating						
Revenue	\$298,884	\$ 310,300	\$ 312,000	\$ 632,000	103.7%	102.6%
Expenses	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Net Operating Income (loss)	\$298,884	\$ 310,300	\$ 312,000	\$ 632,000	103.7%	102.6%

Capital Outlay	\$ 56	\$ 610,000	\$ 170,000	\$ 700,000	14.8%	311.8%
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Total Fund Expense	\$ 56	\$ 610,000	\$ 170,000	\$ 700,000	14.8%	311.8%
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Net Fund Income (loss)	\$298,828	\$(299,700)	\$ 142,000	\$ (68,000)	-77.3%	-147.9%
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## Motor Fuel Tax Fund





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
Fund <b>200 - Motor Fuel Tax</b>								
<b>REVENUE</b>								
<b>Intergovernmental Revenue</b>								
200-430.35	Shared Revenue Motor Fuel Tax	360,000.00	310,000.00	310,000.00	310,000.00		.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Annual MFT allotment					1.00	310,000.00	310,000.00
Manager Totals							\$310,000.00	
200-430.45	Shared Revenue Grants	.00	.00	.00	320,000.00		320,000.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Federal reimbursement - Oak and Cherry bridge engineering @ 80%					1.00	320,000.00	320,000.00
Manager Totals							\$320,000.00	
<i>Intergovernmental Revenue Totals</i>		\$360,000.00	\$310,000.00	\$310,000.00	\$630,000.00	103%	\$320,000.00	
<b>Transfers</b>								
200-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00	
<i>Transfers Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
<b>Interest Income</b>								
200-460.05	Interest Interest on Investments	1,000.00	300.00	2,000.00	2,000.00	567	1,700.00	
<i>Interest Income Totals</i>		\$1,000.00	\$300.00	\$2,000.00	\$2,000.00	567%	\$1,700.00	
<b>REVENUE TOTALS</b>		\$361,000.00	\$310,300.00	\$312,000.00	\$632,000.00	104%	\$321,700.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund <b>200 - Motor Fuel Tax</b>							
Department <b>12 - Special Revenue</b>							
Division <b>01 - Department Wide</b>							
<b>EXPENSE</b>							
<b>Capital Outlay</b>							
200.12.01-650	Infrastructure	355,000.00	610,000.00	170,000.00	700,000.00	15	90,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Cherry and Oak bridge engineering				1.00	400,000.00	400,000.00
Manager	Green Bay & Elm traffic signal				1.00	300,000.00	300,000.00
	<b>Manager Totals</b>						<b>\$700,000.00</b>
	<i>Capital Outlay Totals</i>	<b>\$355,000.00</b>	<b>\$610,000.00</b>	<b>\$170,000.00</b>	<b>\$700,000.00</b>	<b>15%</b>	<b>\$90,000.00</b>
<b>Transfers</b>							
200.12.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
	Division <b>01 - Department Wide Totals</b>	<b>\$355,000.00</b>	<b>\$610,000.00</b>	<b>\$170,000.00</b>	<b>\$700,000.00</b>	<b>15%</b>	<b>\$90,000.00</b>
	Department <b>12 - Special Revenue Totals</b>	<b>\$355,000.00</b>	<b>\$610,000.00</b>	<b>\$170,000.00</b>	<b>\$700,000.00</b>	<b>15%</b>	<b>\$90,000.00</b>
	<b>EXPENSE TOTALS</b>	<b>\$355,000.00</b>	<b>\$610,000.00</b>	<b>\$170,000.00</b>	<b>\$700,000.00</b>	<b>15%</b>	<b>\$90,000.00</b>
	Fund <b>200 - Motor Fuel Tax Totals</b>						
	<b>REVENUE TOTALS</b>	<b>\$361,000.00</b>	<b>\$310,300.00</b>	<b>\$312,000.00</b>	<b>\$632,000.00</b>	<b>104%</b>	<b>\$321,700.00</b>
	<b>EXPENSE TOTALS</b>	<b>\$355,000.00</b>	<b>\$610,000.00</b>	<b>\$170,000.00</b>	<b>\$700,000.00</b>	<b>15%</b>	<b>\$90,000.00</b>
	Fund <b>200 - Motor Fuel Tax Totals</b>	<b>\$6,000.00</b>	<b>(\$299,700.00)</b>	<b>\$142,000.00</b>	<b>(\$68,000.00)</b>	<b>(77%)</b>	<b>\$231,700.00</b>

# DEPARTMENT NARRATIVE

## FOREIGN FIRE INSURANCE

### Mission Statement/Purpose

The Foreign Fire Tax fund accounts for the anticipated revenues and expenditures for monies controlled by the Village's Foreign Fire Insurance Board, but held in the Village's treasury. The Foreign Fire Insurance Board collects a 2% tax on property insurance policies purchased from insurance companies having a principal place of business outside of Illinois. State statute dictates that such funds must be used for the betterment of the Village's Fire Department.

### Current Year Department Accomplishments

- Contributed to the equipment purchase for the new Engine 28.
- Invested in department fitness equipment in order to promote a healthy environment for department members.

## Fiscal Year 2017 Proposed Department Objectives

<u>Objective</u>	<u>Action Steps</u>	<u>Timeframe</u>
Engaging in joint purchasing opportunities with the Village in order to control costs and improve the department.	<ul style="list-style-type: none"> <li>• Evaluate facility improvements and consider contributing as a funding source.</li> <li>• Evaluate improvements to fire suppression apparatus and gear and consider contributing as a funding source.</li> </ul>	12/31/17

## Fiscal Year 2016 Department Objectives Review

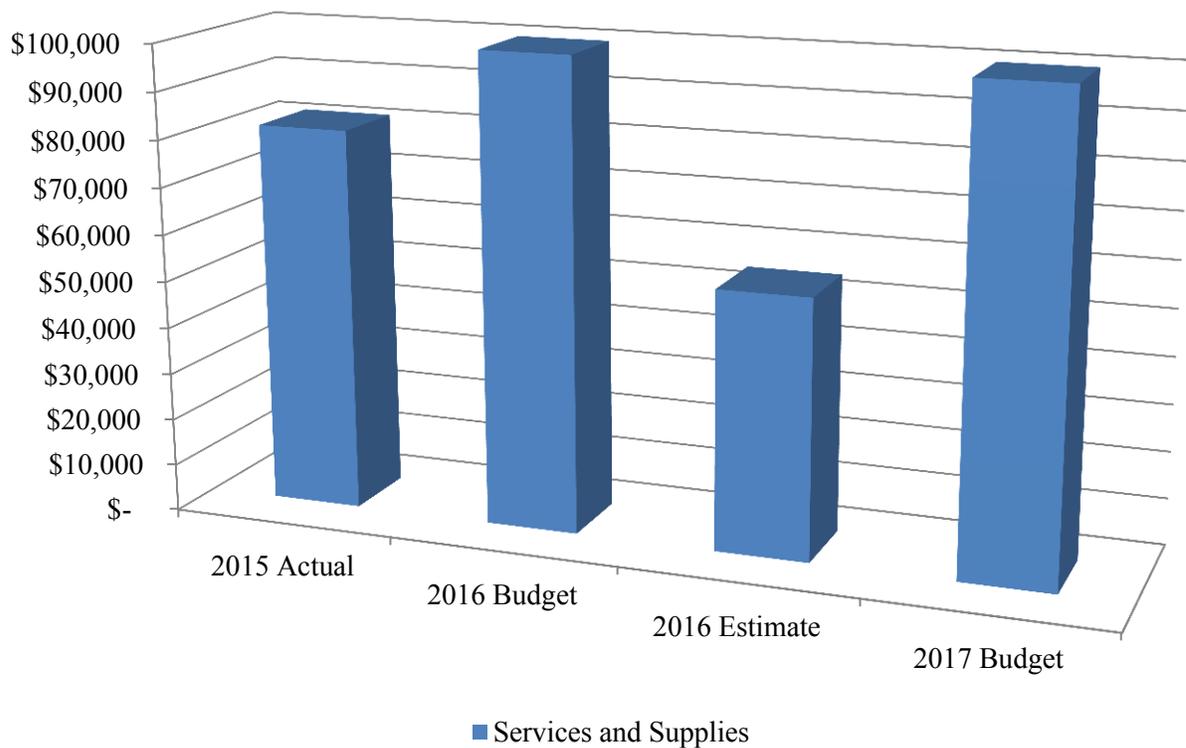
<u>Objective</u>	<u>December 31<sup>st</sup>, 2016 Anticipated Completion Status</u>
Improve the independent expenditure recording by members of the Board.	Complete

# Financial Summary

Foreign Fire Insurance Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
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Operating						
Revenue	\$ 71,962	\$ 78,275	\$ 78,275	\$ 78,275	0.0%	0.0%
Expenses	\$(81,604)	\$(100,000)	\$(55,000)	\$(100,000)	0.0%	81.8%
Net Operating Income (loss)	\$ (9,642)	\$ (21,725)	\$ 23,275	\$ (21,725)	0.0%	-193.3%
Operating Expense Detail						
Services and Supplies	\$ 81,604	\$ 100,000	\$ 55,000	\$ 100,000	0.0%	81.8%
	\$ 81,604	\$ 100,000	\$ 55,000	\$ 100,000		

**Foreign Fire Insurance Fund**





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 220 - Foreign Fire Tax							
<b>REVENUE</b>							
<b>Intergovernmental Revenue</b>							
220-430.40	Shared Revenue Foreign Fire Insurance	75,000.00	78,000.00	78,000.00	78,000.00		.00
	<i>Intergovernmental Revenue Totals</i>	<u>\$75,000.00</u>	<u>\$78,000.00</u>	<u>\$78,000.00</u>	<u>\$78,000.00</u>	0%	<u>\$0.00</u>
<b>Interest Income</b>							
220-460.05	Interest Interest on Investments	.00	275.00	275.00	275.00		.00
	<i>Interest Income Totals</i>	<u>\$0.00</u>	<u>\$275.00</u>	<u>\$275.00</u>	<u>\$275.00</u>	0%	<u>\$0.00</u>
	<b>REVENUE TOTALS</b>	<u>\$75,000.00</u>	<u>\$78,275.00</u>	<u>\$78,275.00</u>	<u>\$78,275.00</u>	0%	<u>\$0.00</u>
<b>EXPENSE</b>							
Department 12 - Special Revenue							
Division 01 - Department Wide							
<b>Services and Supplies</b>							
<b>Supplies</b>							
220.12.01-540	Other Operating Supplies	55,000.00	55,000.00	10,000.00	55,000.00		.00
220.12.01-546	Firefighting Equipment and Supplies	45,000.00	45,000.00	45,000.00	45,000.00		.00
	<i>Supplies Totals</i>	<u>\$100,000.00</u>	<u>\$100,000.00</u>	<u>\$55,000.00</u>	<u>\$100,000.00</u>	0%	<u>\$0.00</u>
	<i>Services and Supplies Totals</i>	<u>\$100,000.00</u>	<u>\$100,000.00</u>	<u>\$55,000.00</u>	<u>\$100,000.00</u>	0%	<u>\$0.00</u>
	Division 01 - Department Wide Totals	<u>\$100,000.00</u>	<u>\$100,000.00</u>	<u>\$55,000.00</u>	<u>\$100,000.00</u>	0%	<u>\$0.00</u>
	Department 12 - Special Revenue Totals	<u>\$100,000.00</u>	<u>\$100,000.00</u>	<u>\$55,000.00</u>	<u>\$100,000.00</u>	0%	<u>\$0.00</u>
	<b>EXPENSE TOTALS</b>	<u>\$100,000.00</u>	<u>\$100,000.00</u>	<u>\$55,000.00</u>	<u>\$100,000.00</u>	0%	<u>\$0.00</u>
Fund 220 - Foreign Fire Tax Totals							
	<b>REVENUE TOTALS</b>	<u>\$75,000.00</u>	<u>\$78,275.00</u>	<u>\$78,275.00</u>	<u>\$78,275.00</u>	0%	<u>\$0.00</u>
	<b>EXPENSE TOTALS</b>	<u>\$100,000.00</u>	<u>\$100,000.00</u>	<u>\$55,000.00</u>	<u>\$100,000.00</u>	0%	<u>\$0.00</u>
	Fund 220 - Foreign Fire Tax Totals	<u>(\$25,000.00)</u>	<u>(\$21,725.00)</u>	<u>\$23,275.00</u>	<u>(\$21,725.00)</u>	0%	<u>\$0.00</u>

# DEPARTMENT NARRATIVE

## SPECIAL SERVICE AREAS

### Mission Statement/Purpose

The Village currently has three special services areas within its boundaries. The purpose of these special taxing districts is to provide improvements to neighborhoods as prescribed by resident demand and/or Village analysis. As improvement activities in the existing special service areas have been previously completed, there is no projected spending activity in any of the three special services areas for fiscal year 2017.

Each of the three special services areas continues to levy against their respective neighborhoods. Once the principal and interest associated with the bonds issued to complete the improvements is repaid, the levy amounts will drop off.

### Financial Summary

Special Service Area Funds SSA #3, #4, #5	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
Operating						
Revenue	\$ 39,893	\$ 39,618	\$ 39,708	\$ 30,602	-22.8%	-22.9%
Expenses	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Net Operating Income (loss)	\$ 39,893	\$ 39,618	\$ 39,708	\$ 30,602	-22.8%	-22.9%
Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Total Fund Expense	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Net Fund Income (loss)	\$ 39,893	\$ 39,618	\$ 39,708	\$ 30,602	-22.8%	-22.9%



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
Fund 310 - S.S.A. #3								
<b>REVENUE</b>								
<b>Property Tax</b>								
310-401.25	Property Tax Debt Service	.00	.00	.00	.00		.00	
	<i>Property Tax Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
<b>Licenses, Permits &amp; Fees</b>								
<b>Licenses</b>								
310-401.40	Property Tax Special Assessment	32,640.00	31,620.00	31,620.00	30,600.00	(3)	(1,020.00)	
<b>Budget Transactions</b>								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	5,100.00	5,100.00
	Manager					1.00	25,500.00	25,500.00
							<i>Manager Totals</i>	\$30,600.00
	<i>Licenses Totals</i>	\$32,640.00	\$31,620.00	\$31,620.00	\$30,600.00	(3%)	(\$1,020.00)	
	<i>Licenses, Permits &amp; Fees Totals</i>	\$32,640.00	\$31,620.00	\$31,620.00	\$30,600.00	(3%)	(\$1,020.00)	
<b>Transfers</b>								
310-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00	
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
<b>Interest Income</b>								
310-460.05	Interest Interest on Investments	.00	.00	.00	.00		.00	
	<i>Interest Income Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
	<b>REVENUE TOTALS</b>	\$32,640.00	\$31,620.00	\$31,620.00	\$30,600.00	(3%)	(\$1,020.00)	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 310 - S.S.A. #3							
Department 10 - Debt Service							
<b>EXPENSE</b>							
Division 01 - Department Wide							
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
310.10.01-558	Construction Services	.00	.00	.00	.00		.00
	<i>Services &amp; Charges Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Services and Supplies Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 01 - Department Wide Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department 10 - Debt Service Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<b>EXPENSE TOTALS</b>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 310 - S.S.A. #3 Totals							
	<b>REVENUE TOTALS</b>	\$32,640.00	\$31,620.00	\$31,620.00	\$30,600.00	(3%)	(\$1,020.00)
	<b>EXPENSE TOTALS</b>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 310 - S.S.A. #3 Totals		\$32,640.00	\$31,620.00	\$31,620.00	\$30,600.00	(3%)	(\$1,020.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 320 - S.S.A. #4							
<b>REVENUE</b>							
<b>Licenses, Permits &amp; Fees</b>							
<b>Licenses</b>							
320-401.40	Property Tax Special Assessment	4,492.00	4,325.00	4,325.00	1.00	(100)	(\$4,324.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	No SSA #4 funding for Levy Year 2016				1.00	.01	.01
	Manager Totals						\$0.01
	<i>Licenses Totals</i>	\$4,492.00	\$4,325.00	\$4,325.00	\$1.00	(100%)	(\$4,324.00)
	<i>Licenses, Permits &amp; Fees Totals</i>	\$4,492.00	\$4,325.00	\$4,325.00	\$1.00	(100%)	(\$4,324.00)
<b>Transfers</b>							
320-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Interest Income</b>							
320-460.05	Interest Interest on Investments	.00	.00	50.00	.00		.00
	<i>Interest Income Totals</i>	\$0.00	\$0.00	\$50.00	\$0.00	+++	\$0.00
	<b>REVENUE TOTALS</b>	\$4,492.00	\$4,325.00	\$4,375.00	\$1.00	(100%)	(\$4,324.00)
Fund 320 - S.S.A. #4 Totals	<b>REVENUE TOTALS</b>	\$4,492.00	\$4,325.00	\$4,375.00	\$1.00	(100%)	(\$4,324.00)
Fund 320 - S.S.A. #4 Totals		\$4,492.00	\$4,325.00	\$4,375.00	\$1.00	(100%)	(\$4,324.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 330 - S.S.A. #5							
<u>REVENUE</u>							
<u>Licenses, Permits &amp; Fees</u>							
<u>Licenses</u>							
330-401.40	Property Tax Special Assessment	3,816.00	3,673.00	3,673.00	1.00	(100)	(\$3,672.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	No SSA #5 funding for Levy Year 2016				1.00	.01	.01
	Manager Totals						\$0.01
	<i>Licenses Totals</i>	\$3,816.00	\$3,673.00	\$3,673.00	\$1.00	(100%)	(\$3,672.00)
	<i>Licenses, Permits &amp; Fees Totals</i>	\$3,816.00	\$3,673.00	\$3,673.00	\$1.00	(100%)	(\$3,672.00)
<u>Transfers</u>							
330-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<u>Interest Income</u>							
330-460.05	Interest Interest on Investments	.00	.00	40.00	.00		.00
	<i>Interest Income Totals</i>	\$0.00	\$0.00	\$40.00	\$0.00	+++	\$0.00
	<b>REVENUE TOTALS</b>	\$3,816.00	\$3,673.00	\$3,713.00	\$1.00	(100%)	(\$3,672.00)
Fund 330 - S.S.A. #5 Totals	<b>REVENUE TOTALS</b>	\$3,816.00	\$3,673.00	\$3,713.00	\$1.00	(100%)	(\$3,672.00)
Fund 330 - S.S.A. #5 Totals		\$3,816.00	\$3,673.00	\$3,713.00	\$1.00	(100%)	(\$3,672.00)

# DEPARTMENT NARRATIVE

## VILLAGE FACILITIES

### Mission Statement/Purpose

The Public Facilities Fund is used to budget for improvements to Village buildings and property. Projects are generally funded through transfers from the General Fund. In FY 2017, the Village will be drawing down the fund balance in this fund, as no major improvements are currently scheduled past 2017.

### Current Year Department Accomplishments

- Completed the rehabilitation of the Village Hall’s historic entry doors.

## Fiscal Year 2017 Proposed Department Objectives

<u>Objective</u>	<u>Action Steps</u>	<u>Timeframe</u>
Add to the aesthetic and functional value of Village Hall by designing and installing storm windows.	<ul style="list-style-type: none"> <li>• Design the storm windows while being sensitive to the historical nature of the Village Hall.</li> <li>• Develop the construction contract for the installation of the storm windows.</li> </ul>	12/31/17

## Fiscal Year 2016 Department Objectives Review

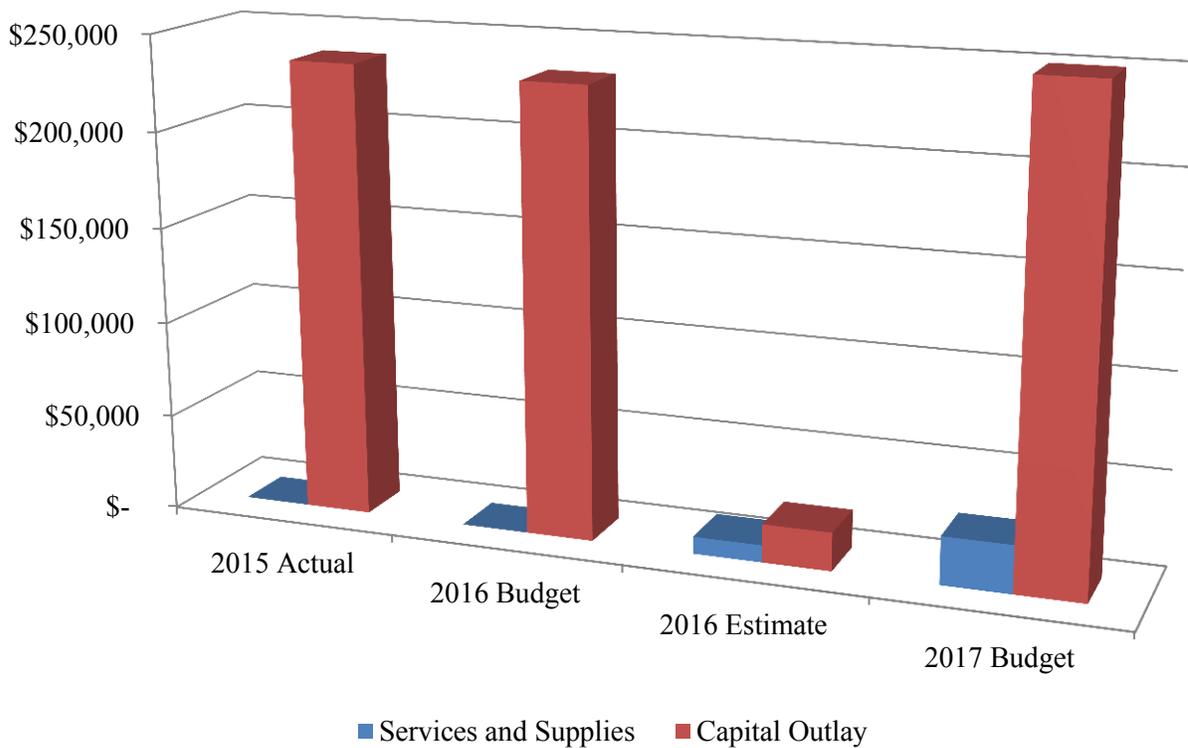
<u>Objective</u>	<u>December 31<sup>st</sup>, 2016</u> <u>Anticipated Completion Status</u>
Rehabilitate the Village Hall doors.	Complete



# Financial Summary

Village Facilities Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
<b>Operating</b>						
Revenue	\$150,410	\$153,000	\$ 4,963	\$ 2,575	-98.3%	-48.1%
Expenses	\$ -	\$ -	\$ (9,000)	\$ (25,000)	100.0%	177.8%
Net Operating Income (loss)	\$150,410	\$153,000	\$ (4,037)	\$ (22,425)	-114.7%	455.5%
<b>Operating Expense Detail</b>						
Services and Supplies	\$ -	\$ -	\$ 9,000	\$ 25,000	100.0%	177.8%
	\$ -	\$ -	\$ 9,000	\$ 25,000		
Capital Outlay	\$ 236,288	\$ 233,000	\$ 20,000	\$ 250,000	7.3%	1150.0%
Total Fund Expense	\$ 236,288	\$ 233,000	\$ 29,000	\$ 275,000	18.0%	848.3%
Net Fund Income (loss)	\$ (85,878)	\$ (80,000)	\$ (24,037)	\$ (272,425)	240.5%	1033.4%

## Village Facilities Fund





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund <b>410 - Village Facilities Fund</b>							

**REVENUE**

**Transfers**

410-490.10	Interfund Transfers In Other Transfers	150,000.00	150,000.00	.00	.00	(100)	(150,000.00)
<i>Transfers Totals</i>		\$150,000.00	\$150,000.00	\$0.00	\$0.00	(100%)	(\$150,000.00)

**Interest Income**

410-460.05	Interest Interest on Investments	3,000.00	3,000.00	4,963.00	2,575.00	(14)	(425.00)
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Budget Transactions							
Level	Transaction			Number of Units	Cost Per Unit		Total Amount
Manager	Interest income (\$343,387) * 0.75%			1.00	2,575.00		2,575.00
						Manager Totals	\$2,575.00

	<i>Interest Income Totals</i>	\$3,000.00	\$3,000.00	\$4,963.00	\$2,575.00	(14%)	(\$425.00)
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	<b>REVENUE TOTALS</b>	\$153,000.00	\$153,000.00	\$4,963.00	\$2,575.00	(98%)	(\$150,425.00)
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**EXPENSE**

**Department 15 - Capital Project**

**Division 01 - Department Wide**

**Services and Supplies**

**Services & Charges**

410.15.01-558	Construction Services	340,000.00	.00	9,000.00	25,000.00		25,000.00
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Budget Transactions							
Level	Transaction			Number of Units	Cost Per Unit		Total Amount
Manager	Village Hall drainage improvements			1.00	10,000.00		10,000.00
Manager	Village Hall irrigation installation			1.00	15,000.00		15,000.00
						Manager Totals	\$25,000.00

	<i>Services &amp; Charges Totals</i>	\$340,000.00	\$0.00	\$9,000.00	\$25,000.00	+++	\$25,000.00
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	<i>Services and Supplies Totals</i>	\$340,000.00	\$0.00	\$9,000.00	\$25,000.00	+++	\$25,000.00
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# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 410 - Village Facilities Fund</b>							
<b>Capital Outlay</b>							
410.15.01-615	Buildings & Structures	.00	233,000.00	20,000.00	250,000.00	7	17,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Village Hall storm windows				1.00	250,000.00	250,000.00
						Manager Totals	\$250,000.00
	<i>Capital Outlay Totals</i>	\$0.00	\$233,000.00	\$20,000.00	\$250,000.00	7%	\$17,000.00
	Division <b>01 - Department Wide</b> Totals	\$340,000.00	\$233,000.00	\$29,000.00	\$275,000.00	18%	\$42,000.00
	Department <b>15 - Capital Project</b> Totals	\$340,000.00	\$233,000.00	\$29,000.00	\$275,000.00	18%	\$42,000.00
	<b>EXPENSE TOTALS</b>	\$340,000.00	\$233,000.00	\$29,000.00	\$275,000.00	18%	\$42,000.00
	Fund <b>410 - Village Facilities Fund</b> Totals						
	<b>REVENUE TOTALS</b>	\$153,000.00	\$153,000.00	\$4,963.00	\$2,575.00	(98%)	(\$150,425.00)
	<b>EXPENSE TOTALS</b>	\$340,000.00	\$233,000.00	\$29,000.00	\$275,000.00	18%	\$42,000.00
	Fund <b>410 - Village Facilities Fund</b> Totals	(\$187,000.00)	(\$80,000.00)	(\$24,037.00)	(\$272,425.00)	241%	(\$192,425.00)

# DEPARTMENT NARRATIVE

## BUSINESS DISTRICT REVITALIZATION

### Mission Statement/Purpose

The Business District (Downtown) Revitalization Fund provides for investments in the Village’s three business districts: Elm Street, Hubbard Woods, and Indian Hill. Primarily the fund is utilized by the Community Development and Public Works Departments as well as the Village Manager’s Office—all who coordinate infrastructure and projects that benefit the commercial areas.

### Current Year Department Accomplishments

- Completed the year-long Downtown Master Plan process, which was led by the Village’s consultant, Teska Associates and an 11-member community based Steering Committee.
- Removed and/or replaced aging infrastructure in the business districts, such as sidewalk portions, tree grates, and crosswalk/sidewalk pavers.

## Fiscal Year 2017 Proposed Department Objectives

<u>Objective</u>	<u>Action Steps</u>	<u>Timeframe</u>
Evaluate redevelopment concept plan for the Village-owned Post Office Site	<ul style="list-style-type: none"> <li>• Seek Council direction on pursuit of the site redevelopment for the short-term</li> </ul>	3/31/17
Contract for Downtown Master Plan (DMP) implementation consulting	<ul style="list-style-type: none"> <li>• Seek Council input on priority projects and DMP Action Plan</li> <li>• Determine resources required and projected costs</li> <li>• Seek professional resources to assist with items such as a DMP Taskforce, refined streetscape plans, and study of zoning/Retail Overlay</li> </ul>	9/30/17
Perform Two Way Conversion and Realignment of Merrill Street	<ul style="list-style-type: none"> <li>• Consider the DMP recommendation to convert Merrill from one-way to two-way and improve the traffic circulation</li> <li>• Facilitate usage of the Hubbard Woods Parking Deck</li> <li>• Perform site evaluation and engineering to determine detailed project cost and timing</li> <li>• Outline plan for bidding, construction, and implementation</li> </ul>	10/31/17
Install Additional Bike Racks in the Business Districts	<ul style="list-style-type: none"> <li>• Follow DMP recommendation to facilitate connectivity in the districts through bike racks at key locations</li> </ul>	7/31/17

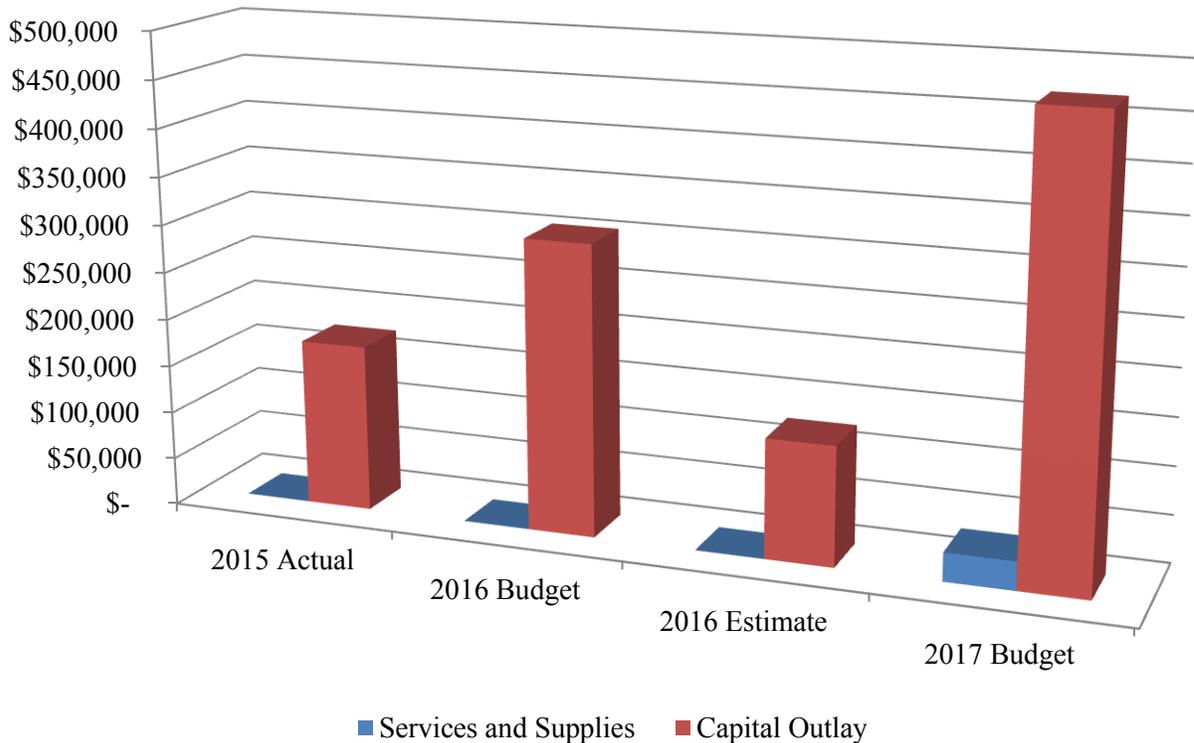
Improve Parking Signage throughout the Village's Business Districts according to DMP recommendations	<ul style="list-style-type: none"> <li>• Review and prioritize the DMP parking recommendations from Sam Schwartz Engineering</li> <li>• Create and implement a "parking hierarchy"</li> <li>• Modify signage and install new signage to match recommendations and hierarchy</li> </ul>	8/31/17
Implement a Village Wayfinding Program	<ul style="list-style-type: none"> <li>• Consult outside resources to determine the appropriate sign locations</li> <li>• Develop the Village "brand" for signage</li> <li>• Contract to fabricate and install signage throughout business districts</li> </ul>	11/30/17
Create a Street 'Parklet' Prototype	<ul style="list-style-type: none"> <li>• Develop a potential alternative for desired outdoor seating in the business districts</li> </ul>	5/31/17
Design and install new Village Gateway signage	<ul style="list-style-type: none"> <li>• Reinforce the Village's identity and make clear to visitors they are in Winnetka</li> <li>• Develop an appropriate aesthetic for the signs and go through a design process</li> <li>• Determine sign locations</li> <li>• Develop bids and specifications</li> <li>• Secure a contractor to craft and install signage</li> </ul>	10/31/17
Improve streetscape at gateway of Spruce Street and Chestnut Street	<ul style="list-style-type: none"> <li>• Participate in the redevelopment of the key corner of the Elm Street district by improving streetscape in the immediate and surrounding area</li> </ul>	9/1/17



# Financial Summary

Business District Revitalization Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
<b>Operating</b>						
Revenue	\$ 300,379	\$ 151,000	\$ 153,278	\$ 78,558	-48.0%	-48.7%
Expenses	\$ -	\$ -	\$ -	\$ (30,000)	-100.0%	0.0%
Net Operating Income (loss)	\$ 300,379	\$ 151,000	\$ 153,278	\$ 48,558	-67.8%	-68.3%
<b>Operating Expense Detail</b>						
Services and Supplies	\$ -	\$ -	\$ -	\$ 30,000	100.0%	0.0%
	\$ -	\$ -	\$ -	\$ 30,000		
Capital Outlay	\$ 175,303	\$ 305,000	\$ 125,000	\$ 470,000	54.1%	276.0%
Total Fund Expense	\$ 175,303	\$ 305,000	\$ 125,000	\$ 500,000	63.9%	300.0%
Net Fund Income (loss)	\$ 125,076	\$ (154,000)	\$ 28,278	\$ (421,442)	173.7%	-1590.4%

## Business District Revitalization Fund





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 420 - Downtown Revitalization Fund</b>							
<b>REVENUE</b>							
<b>Transfers</b>							
420-490.10	Interfund Transfers In Other Transfers	300,000.00	150,000.00	150,000.00	75,000.00	(50)	(75,000.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	FY17 Capital Plan reflects \$75K transfer from General Fund				1.00	75,000.00	75,000.00
						Manager Totals	\$75,000.00
	<i>Transfers Totals</i>	\$300,000.00	\$150,000.00	\$150,000.00	\$75,000.00	(50%)	(\$75,000.00)
<b>Interest Income</b>							
420-460.05	Interest Interest on Investments	1,000.00	1,000.00	3,278.00	3,558.00	256	2,558.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Interest income (\$474,402) * 0.75%				1.00	3,558.00	3,558.00
						Manager Totals	\$3,558.00
	<i>Interest Income Totals</i>	\$1,000.00	\$1,000.00	\$3,278.00	\$3,558.00	256%	\$2,558.00
	<b>REVENUE TOTALS</b>	\$301,000.00	\$151,000.00	\$153,278.00	\$78,558.00	(48%)	(\$72,442.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
Fund <b>420 - Downtown Revitalization Fund</b>								
Department <b>15 - Capital Project</b>								
Division <b>01 - Department Wide</b>								
<b>EXPENSE</b>								
<b>Services and Supplies</b>								
<b>Services &amp; Charges</b>								
420.15.01-558	Construction Services	460,000.00	.00	.00	30,000.00		30,000.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	15,000.00	15,000.00
	Manager					1.00	15,000.00	15,000.00
							Manager Totals	\$30,000.00
	<i>Services &amp; Charges Totals</i>	\$460,000.00	\$0.00	\$0.00	\$30,000.00	+++	\$30,000.00	
	<i>Services and Supplies Totals</i>	\$460,000.00	\$0.00	\$0.00	\$30,000.00	+++	\$30,000.00	
<b>Capital Outlay</b>								
420.15.01-620	Improvements Other Than Buildings	.00	205,000.00	75,000.00	100,000.00	(51)	(105,000.00)	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	50,000.00	50,000.00
	Manager					1.00	50,000.00	50,000.00
							Manager Totals	\$100,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 420 - Downtown Revitalization Fund</b>							
Department <b>15 - Capital Project</b>							
Division <b>01 - Department Wide</b>							
420.15.01-650	Infrastructure	.00	100,000.00	50,000.00	370,000.00	270	270,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Business District bike rack installation				1.00	50,000.00	50,000.00
Manager	Business District Wayfinding Program & signage				1.00	65,000.00	65,000.00
Manager	Gateway signage design & installation				1.00	55,000.00	55,000.00
Manager	Merrill Street (Two-way conversion/realignment)				1.00	75,000.00	75,000.00
Manager	Sidewalk, grate, and paver projects				1.00	50,000.00	50,000.00
Manager	Spruce St. / Chestnut St. Gateway Streetscape				1.00	75,000.00	75,000.00
	<b>Manager Totals</b>						<b>\$370,000.00</b>
	<i>Capital Outlay Totals</i>	\$0.00	\$305,000.00	\$125,000.00	\$470,000.00	54%	\$165,000.00
	Division <b>01 - Department Wide Totals</b>	\$460,000.00	\$305,000.00	\$125,000.00	\$500,000.00	64%	\$195,000.00
	Department <b>15 - Capital Project Totals</b>	\$460,000.00	\$305,000.00	\$125,000.00	\$500,000.00	64%	\$195,000.00
	<b>EXPENSE TOTALS</b>	\$460,000.00	\$305,000.00	\$125,000.00	\$500,000.00	64%	\$195,000.00
Fund <b>420 - Downtown Revitalization Fund Totals</b>	<b>REVENUE TOTALS</b>	\$301,000.00	\$151,000.00	\$153,278.00	\$78,558.00	(48%)	(\$72,442.00)
	<b>EXPENSE TOTALS</b>	\$460,000.00	\$305,000.00	\$125,000.00	\$500,000.00	64%	\$195,000.00
Fund <b>420 - Downtown Revitalization Fund Totals</b>		(\$159,000.00)	(\$154,000.00)	\$28,278.00	(\$421,442.00)	174%	(\$267,442.00)

# DEPARTMENT NARRATIVE

## ELECTRIC

### Mission Statement/Purpose

The Department provides the residents and businesses of Winnetka with reliable and economical service. Reliability includes ensuring adequate power supplies to meet current and projected demand, improving the infrastructure to deliver the power as needed, and providing uninterrupted service. The Department seeks to provide reliable power service at a competitive price.

### Current Year Department Accomplishments

- Performed preventative maintenance on the distribution system that included thermography assessments, switchgear cleaning, line clearance, pole inspections and the installation of additional fault indicators.
- Performed preventative maintenance at the Electric Plant which included vibration testing, thermography assessments, battery capacity testing, breaker maintenance and oil sampling.
- Completed the installation of underground circuit extensions and on-property infrastructure to serve New Trier High School renovation.
- Improved the department's energy efficiency by completing targeted replacement of street lights and building lights with energy efficient fixtures.
- Completed the replacement of aging 5kV and 15kV underground cable at various locations to maintain system reliability.
- Completed the installation of underground tie connection between two existing circuits to provide switching flexibility during emergency events.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **25.55**

FY 2016 FTEs: **24.06**

FY 2015 FTEs: **24.06**

FY 2014 FTEs: **24.06**

Proposed FY 2017 Cost of Salaries and Benefits: **\$3,096,489**

Projected FY 2016 Cost of Salaries and Benefits: **\$3,097,288**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$2,819,327**

Actual FY 2015 Cost of Salaries and Benefits: **\$3,114,276**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **9.8%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$2,500,937**

FY 2016 Services and Supplies Budget: **\$2,519,289**

FY 2015 Services and Supplies Budget: **\$2,301,359**

FY 2014 Services and Supplies Budget: **\$2,341,045**

Projected Year-End FY 2016 S&S Budget: **\$2,601,914**

Actual FY 2015 Cost of Services and Supplies: **\$2,162,582**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **-0.7%**

# Fiscal Year 2017 Proposed Department Objectives

Objective	Action Steps	Timeframe
Install new service connections	<ul style="list-style-type: none"> <li>• Install new electric services to the distribution system resulting from new construction and/or customer upgrades.</li> </ul>	12/31/17
	<ul style="list-style-type: none"> <li>• Install new electric meters resulting from new construction and/or customer upgrades.</li> </ul>	12/31/17
Perform preventative maintenance programs to maintain the reliability of the electric distribution system.	<ul style="list-style-type: none"> <li>• Perform thermography assessments</li> </ul>	09/01/17
	<ul style="list-style-type: none"> <li>• Inspect (200) poles</li> </ul>	10/01/17
	<ul style="list-style-type: none"> <li>• Perform energized switchgear cleaning (4-6 locations)</li> </ul>	09/01/17
	<ul style="list-style-type: none"> <li>• Perform line clearance (tree trimming)</li> </ul>	11/15/17
	<ul style="list-style-type: none"> <li>• Replace (591) electric meters</li> </ul>	12/31/17
	<ul style="list-style-type: none"> <li>• Install additional fault indicators to reduce time required to locate fault</li> </ul>	12/31/17
Invest in maintenance and improvements at the Electric Plant	<ul style="list-style-type: none"> <li>• Replace station power transformer</li> </ul>	12/31/17
	<ul style="list-style-type: none"> <li>• Begin overhaul of Turbine #4</li> </ul>	12/31/17
	<ul style="list-style-type: none"> <li>• Repair brickwork on northeast corner of building</li> </ul>	09/01/17
	<ul style="list-style-type: none"> <li>• Install fire protection system for generator/turbines and diesels</li> </ul>	05/01/17
	<ul style="list-style-type: none"> <li>• Replace section of fence on west side</li> </ul>	09/01/17
Make improvements to the distribution system's substations to increase reliability and security	<ul style="list-style-type: none"> <li>• Refurbish one 15kV circuit breaker at Northfield substation</li> </ul>	12/31/17
	<ul style="list-style-type: none"> <li>• Replace one older 5kV circuit breaker</li> </ul>	12/31/17
Improve energy efficiency of street lighting	<ul style="list-style-type: none"> <li>• Replace (50) existing high pressure sodium street lights with LED lighting</li> </ul>	12/31/17
Complete cost of service / rate study for Electric Fund to further strategies for long-term capital planning.	<ul style="list-style-type: none"> <li>• Complete electric rate study</li> </ul>	1/15/17
	<ul style="list-style-type: none"> <li>• Present recommendations for changes to electric rates</li> </ul>	01/31/17
	<ul style="list-style-type: none"> <li>• Implement new electric rates and/or rate structures</li> </ul>	04/01/17

# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**  
**Anticipated Completion Status**

**Objective**

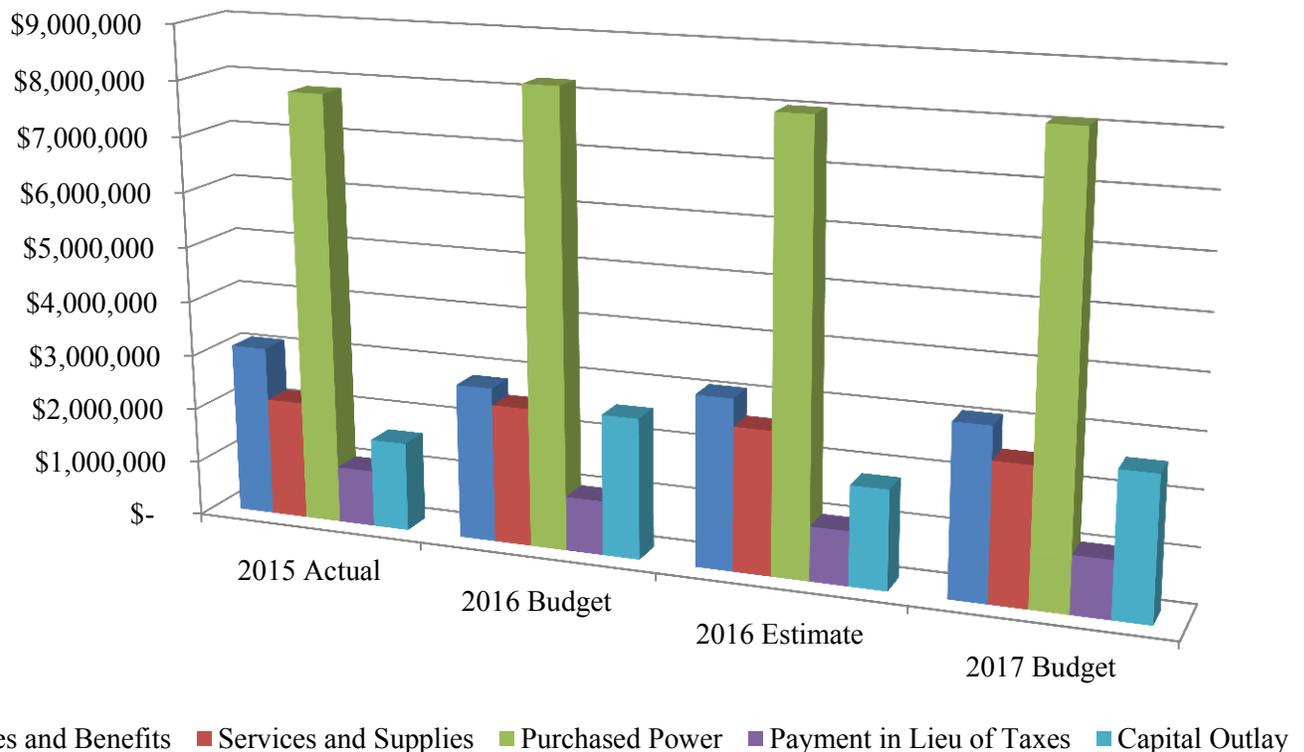
Invest in maintenance and improvements at the Electric Plant.	In progress
Invest in maintenance and improvements at the Water Plant.	In progress
Make improvements to the distribution system's substations to increase reliability and security.	Ongoing
Improve energy efficiency of street lighting and building lighting.	In progress
Complete cost of service / rate study for Electric Fund to further strategies for long-term capital planning.	In progress



# Financial Summary

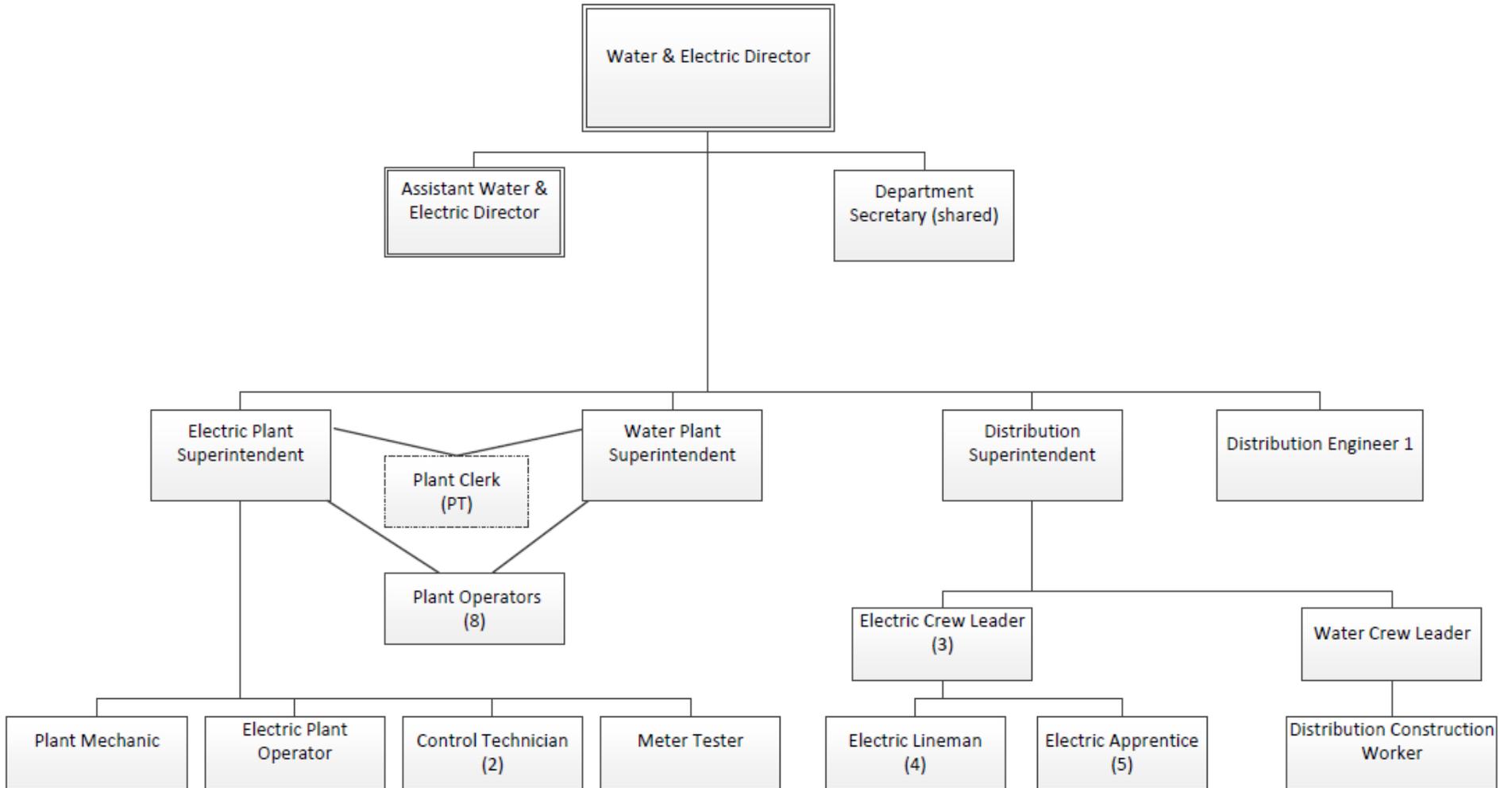
Electric Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
<b>Operating</b>						
Revenue	\$ 15,841,541	\$ 15,448,633	\$ 15,409,732	\$ 16,046,477	3.9%	4.1%
Expenses	\$ (14,138,799)	\$ (14,554,345)	\$ (14,708,862)	\$ (14,748,548)	1.3%	0.3%
Net Operating Income (loss)	\$ 1,702,742	\$ 894,288	\$ 700,870	\$ 1,297,929	45.1%	85.2%
<b>Operating Expense Detail</b>						
Salaries and Benefits	\$ 3,114,276	\$ 2,819,327	\$ 3,097,288	\$ 3,096,489	9.8%	0.0%
Services and Supplies	\$ 2,162,582	\$ 2,519,289	\$ 2,601,914	\$ 2,500,937	-0.7%	-3.9%
Purchased Power	\$ 7,831,941	\$ 8,226,929	\$ 8,020,860	\$ 8,106,338	-1.5%	1.1%
Payment in Lieu of Taxes	\$ 1,030,000	\$ 988,800	\$ 988,800	\$ 1,044,784	5.7%	5.7%
	\$ 14,138,799	\$ 14,554,345	\$ 14,708,862	\$ 14,748,548		
Capital Outlay	\$ 1,621,613	\$ 2,557,913	\$ 1,801,281	\$ 2,589,380	1.2%	43.8%
Total Fund Expense	\$ 15,760,412	\$ 17,112,258	\$ 16,510,143	\$ 17,337,928	1.3%	5.0%
Net Fund Income (loss)	\$ 81,129	\$ (1,663,625)	\$ (1,100,411)	\$ (1,291,451)	-22.4%	17.4%

## Electric Fund



# Organizational Chart

## Village of Winnetka Water & Electric Department





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>REVENUE</b>							
<b>Charges For Service</b>							
<b>Utilities- Electric, Water, Sewer, Refuse</b>							
500-445.01	Electric Service Residential Tax Exempt	.00	.00	.00	.00		.00
500-445.05	Electric Service Residential	9,644,292.00	9,710,228.00	9,459,138.00	9,926,403.00	2	216,175.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 76,948,855 kWh's @ \$0.1290				1.00	9,926,403.00	9,926,403.00
						Manager Totals	\$9,926,403.00
500-445.10	Electric Service Large Resident	137,061.00	147,277.00	140,333.00	148,300.00	1	1,023.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 1,247,558 kWh's @ \$0.11887				1.00	148,300.00	148,300.00
						Manager Totals	\$148,300.00
500-445.15	Electric Service Space Heating	295,555.00	306,378.00	271,374.00	287,320.00	(6)	(19,058.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 2,555,676 kWh's @ \$0.11242				1.00	287,320.00	287,320.00
						Manager Totals	\$287,320.00
500-445.20	Electric Service Commercial	2,418,145.00	2,293,657.00	2,296,073.00	2,320,765.00	1	27,108.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 18,895,044 kWh's @ \$0.12282				1.00	2,320,765.00	2,320,765.00
						Manager Totals	\$2,320,765.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 500 - Electric Fund</b>								
500-445.30	Electric Service School & Government	2,110,372.00	2,055,034.00	2,068,881.00	2,206,418.00	7	151,384.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 20,881,447 kWh's @ \$0.10566					1.00	2,206,418.00	2,206,418.00
							Manager Totals	\$2,206,418.00
500-445.40	Electric Service Water Heating	4,099.00	4,129.00	3,466.00	4,241.00	3	112.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 36,337 kWh's @ \$0.11669					1.00	4,241.00	4,241.00
							Manager Totals	\$4,241.00
500-445.50	Electric Service Street Lighting	64,130.00	65,252.00	64,665.00	67,015.00	3	1,763.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 605,611 kWh's @ \$0.11066					1.00	67,015.00	67,015.00
							Manager Totals	\$67,015.00
500-445.55	Electric Service Steam Sold to Water Plants	9,900.00	9,900.00	8,725.00	8,725.00	(12)	(1,175.00)	
500-445.60	Electric Service Penalties	50,000.00	50,000.00	36,135.00	58,687.00	17	8,687.00	
500-445.65	Electric Service Fees - Turn Off / Turn On	5,000.00	5,000.00	1,195.00	2,500.00	(50)	(2,500.00)	
500-445.70	Electric Service Miscellaneous	40,000.00	67,000.00	3,000.00	.00	(100)	(67,000.00)	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 500 - Electric Fund</b>								
500-445.80	Electric Service Undergrounding	631,000.00	577,100.00	836,297.00	820,700.00	42	243,600.00	
<i>Budget Transactions</i>								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Line extension - Boal Parkway pump station					1.00	175,000.00	175,000.00
Manager	Service relocations					3.00	8,700.00	26,100.00
Manager	Underground service, single phase 200 amp					32.00	9,800.00	313,600.00
Manager	Underground service, single phase 400 amp					12.00	18,000.00	216,000.00
Manager	Underground service, three phase					3.00	30,000.00	90,000.00
<i>Manager Totals</i>							<b>\$820,700.00</b>	
<i>Utilities- Electric, Water, Sewer, Refuse Totals</i>		<b>\$15,409,554.00</b>	<b>\$15,290,955.00</b>	<b>\$15,189,282.00</b>	<b>\$15,851,074.00</b>	<b>4%</b>	<b>\$560,119.00</b>	
<b>Other Charges for Service</b>								
500-443.10	Rent Cell Towers	144,678.00	144,678.00	141,678.00	144,678.00		.00	
<i>Budget Transactions</i>								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Conduit rental - NTHS					1.00	11,000.00	11,000.00
Manager	New Cingular					1.00	63,293.00	63,293.00
Manager	Pole agreement - AT&T					1.00	3,000.00	3,000.00
Manager	Pole agreement - CATV					1.00	3,000.00	3,000.00
Manager	Verizon					1.00	64,385.00	64,385.00
<i>Manager Totals</i>							<b>\$144,678.00</b>	
<i>Other Charges for Service Totals</i>		<b>\$144,678.00</b>	<b>\$144,678.00</b>	<b>\$141,678.00</b>	<b>\$144,678.00</b>	<b>0%</b>	<b>\$0.00</b>	
<i>Charges For Service Totals</i>		<b>\$15,554,232.00</b>	<b>\$15,435,633.00</b>	<b>\$15,330,960.00</b>	<b>\$15,995,752.00</b>	<b>4%</b>	<b>\$560,119.00</b>	
<b>Other Revenue</b>								
500-470	Property Sales	10,000.00	10,000.00	10,000.00	10,000.00		.00	
500-474.90	Other Miscellaneous Income	.00	.00	28,772.00	.00		.00	
500-475	Disposal of Capital Assets	.00	.00	.00	.00		.00	
<i>Other Revenue Totals</i>		<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$38,772.00</b>	<b>\$10,000.00</b>	<b>0%</b>	<b>\$0.00</b>	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 500 - Electric Fund</b>								
<b><u>Interest Income</u></b>								
500-460.05	Interest Interest on Investments	10,000.00	3,000.00	40,000.00	40,725.00	1,258	37,725.00	
Budget Transactions								
<i>Level</i>		<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager		Interest income (\$5,430,071) * 0.75%				1.00	40,725.00	40,725.00
Manager Totals							\$40,725.00	
<i>Interest Income Totals</i>		\$10,000.00	\$3,000.00	\$40,000.00	\$40,725.00	1258%	\$37,725.00	
<b>REVENUE TOTALS</b>		\$15,574,232.00	\$15,448,633.00	\$15,409,732.00	\$16,046,477.00	4%	\$597,844.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 40 - Electric General</b>							
Division 01 - Department Wide							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
500.40.01-515	Sick Cashed In	33,403.00	.00	.00	.00		.00
500.40.01-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	<b>\$33,403.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Benefits</b>							
500.40.01-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
500.40.01-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
500.40.01-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	.00		.00
500.40.01-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Pensions</b>							
500.40.01-523	Fringe Benefits - Medicare	484.00	.00	.00	.00		.00
500.40.01-524	Fringe Benefits - Social Security	2,071.00	.00	.00	.00		.00
500.40.01-525	Fringe Benefits - IMRF Pension Er Contribution	4,860.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	<b>\$7,415.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
	<i>Salary and Benefits Totals</i>	<b>\$40,818.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
500.40.01-550	Administrative Charges	855,600.00	855,600.00	855,600.00	855,600.00		.00

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Level	Transaction			
Manager	Management & financial services	12.00	71,300.00	855,600.00
	<b>Manager Totals</b>			<b>\$855,600.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 40 - Electric General</b>							
<b>Division 01 - Department Wide</b>							
500.40.01-551	Consulting Services	48,000.00	113,000.00	67,346.00	88,000.00	(22)	(25,000.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Professional services - engineering				1.00	10,000.00	10,000.00
Manager	Professional services - environmental CAAPP permit				1.00	10,000.00	10,000.00
Manager	Professional services - environmental NPDES permit				1.00	60,000.00	60,000.00
Manager	Professional services - system protection & relaying				1.00	8,000.00	8,000.00
	Manager Totals						\$88,000.00
500.40.01-552	Engineering Services	2,400.00	2,400.00	2,000.00	1,500.00	(38)	(900.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Drafting / Autocad services				12.00	125.00	1,500.00
	Manager Totals						\$1,500.00
500.40.01-553	Legal Services	.00	.00	.00	.00		.00
500.40.01-555	GIS & Aerial Mapping	30,000.00	30,000.00	19,000.00	30,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Aerial photography				1.00	7,800.00	7,800.00
Manager	Ayres 17% of monthly charges				12.00	350.00	4,200.00
Manager	MGP GIS services 25% of monthly charges				12.00	1,500.00	18,000.00
	Manager Totals						\$30,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 500 - Electric Fund</b>								
<b>Department 40 - Electric General</b>								
<b>Division 01 - Department Wide</b>								
500.40.01-556	Village Data Processing / Network Charge	62,000.00	62,000.00	62,700.00	62,004.00		4.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Computer charges					12.00	5,167.00	62,004.00
							Manager Totals	\$62,004.00
500.40.01-557	Technology Licensing & Maintenance	22,500.00	22,609.00	22,609.00	36,850.00	63	14,241.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	AutoCAD (25% of \$4800 annual fee)					1.00	1,200.00	1,200.00
Manager	Emaint (maintenance management system)					1.50	1,100.00	1,650.00
Manager	Milsoft licensing					1.00	4,000.00	4,000.00
Manager	SCADA Support & Maintenance Agreement (3 year contract)					1.00	30,000.00	30,000.00
							Manager Totals	\$36,850.00
500.40.01-561	Safety	4,080.00	5,280.00	7,500.00	.00	(100)	(5,280.00)	
500.40.01-563	Telephone Service	12,600.00	3,925.00	4,800.00	5,520.00	41	1,595.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	847-***-6020 (CallOne POTS) South Load Center					12.00	60.00	720.00
Manager	Monthly PRI share (Comcast)					12.00	400.00	4,800.00
							Manager Totals	\$5,520.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 40 - Electric General</b>							
<b>Division 01 - Department Wide</b>							
500.40.01-568	Utilities	47,154.00	44,187.00	43,000.00	44,186.00		(1.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Electric Plant				12.00	2,150.00	25,800.00
Manager	Natural gas				1.00	15,000.00	15,000.00
Manager	Northfield Substation - ComEd				12.00	30.00	360.00
Manager	Stormwater utility (1/2 split with Water)				12.00	252.17	3,026.00
						Manager Totals	\$44,186.00
500.40.01-570	Repair & Maintenance - Buildings	68,500.00	85,500.00	85,500.00	33,350.00	(61)	(52,150.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Annual elevator inspection & certification (yards)				1.00	750.00	750.00
Manager	Annual fire extinguisher inspection & service (yards)				30.00	20.00	600.00
Manager	Garage door and gate maintenance				1.00	2,000.00	2,000.00
Manager	Maintenance & repairs - buildings				1.00	30,000.00	30,000.00
						Manager Totals	\$33,350.00
500.40.01-575	Rental - Office Equipment	6,000.00	7,000.00	12,500.00	7,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Xerox copiers, split with Public Works Dept.				12.00	583.33	7,000.00
						Manager Totals	\$7,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 40 - Electric General</b>							
<b>Division 01 - Department Wide</b>							
500.40.01-580	Memberships & Publications	836.00	1,886.00	1,800.00	1,785.00	(5)	(101.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	APPA membership				1.00	290.00	290.00
Manager	Bid/RFP notices				15.00	70.00	1,050.00
Manager	National Institute for the Uniform Licensing of Power Engineer				1.00	50.00	50.00
Manager	National Safety Council				1.00	395.00	395.00
Manager Totals							\$1,785.00
500.40.01-581	Training & Travel	35,045.00	34,045.00	25,000.00	10,990.00	(68)	(23,055.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Emaint xcelerate local conference & training				2.00	400.00	800.00
Manager	Engineer Training Course				1.00	2,250.00	2,250.00
Manager	IMEA meetings				12.00	120.00	1,440.00
Manager	IMUA safety meetings(75% of \$6000)				1.00	4,500.00	4,500.00
Manager	Local conferences				1.00	2,000.00	2,000.00
Manager Totals							\$10,990.00
500.40.01-582	Tuition Assistance	.00	.00	.00	.00		.00
500.40.01-583	Property Insurance	121,600.00	121,600.00	121,600.00	121,600.00		.00
<i>Services &amp; Charges Totals</i>		\$1,316,315.00	\$1,389,032.00	\$1,330,955.00	\$1,298,385.00	(7%)	(\$90,647.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 40 - Electric General</b>							
<b>Division 01 - Department Wide</b>							
<b>Supplies</b>							
500.40.01-531	Office Supplies - General	5,000.00	5,000.00	5,000.00	5,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Office supplies and misc. requirements				1.00	5,000.00	5,000.00
						Manager Totals	\$5,000.00
500.40.01-532	Computer Equipment	4,500.00	4,500.00	4,500.00	20,250.00	350	15,750.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	iPad for mobile applications				1.00	750.00	750.00
Manager	Replacement of 0ATSA02246 workstation				1.00	1,000.00	1,000.00
Manager	Replacement of 2UA1070B26 workstation				1.00	500.00	500.00
Manager	Replacement of 2UA42208LK workstation				1.00	500.00	500.00
Manager	Replacement of 9CTYA53241 workstation				1.00	1,000.00	1,000.00
Manager	Replacement of CNU12606S7 workstation				1.00	1,000.00	1,000.00
Manager	Replacement of CNU2052XW7 workstation				1.00	1,000.00	1,000.00
Manager	Replacement of CNU2232N10 workstation				1.00	1,000.00	1,000.00
Manager	Replacement of MXL0201K5F workstation				1.00	500.00	500.00
Manager	Replacement of MXL2131MXP workstation				1.00	500.00	500.00
Manager	Replacement of MXL2141S21 workstation				1.00	500.00	500.00
Manager	Replacement of MXL2141S35 workstation				1.00	500.00	500.00
Manager	Replacement of MXL2141S36 workstation				1.00	500.00	500.00
Manager	Replacement of MXL3140FLL workstation				1.00	500.00	500.00
Manager	Replacement of MXL90200C7 workstation				1.00	500.00	500.00
Manager	Replacement of servers for SCADA system				2.00	5,000.00	10,000.00
						Manager Totals	\$20,250.00



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<b>Fund 500 - Electric Fund</b>							
<b>Department 40 - Electric General</b>							
<b>Division 01 - Department Wide</b>							
500.40.01-537	Uniforms	2,600.00	2,600.00	2,600.00	3,445.00	33	845.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Flame resistant uniform(dir, asst. dir, eng)				3.00	400.00	1,200.00
Manager	Flame resistant winter clothing (dir, asst. dir, eng)				3.00	400.00	1,200.00
Manager	Safety glasses (prescription)				4.00	175.00	700.00
Manager	Safety shoes (dir, asst. dir, eng)				3.00	115.00	345.00
						Manager Totals	\$3,445.00
500.40.01-540	Other Operating Supplies	10,000.00	10,000.00	12,000.00	4,000.00	(60)	(6,000.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	AED maintenance				1.00	500.00	500.00
Manager	Freight and postage				1.00	500.00	500.00
Manager	Supplies and misc. requirements				1.00	3,000.00	3,000.00
						Manager Totals	\$4,000.00
500.40.01-542	Vehicles, Parts and Equipment	22,100.00	10,200.00	10,200.00	16,000.00	57	5,800.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Truck 58 (50%): replace body and lift gate, refurbish cab				1.00	8,500.00	8,500.00
Manager	Truck 61 (50%): transfer dump body and refurbish cab				1.00	7,500.00	7,500.00
						Manager Totals	\$16,000.00



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<b>Fund 500 - Electric Fund</b>							
<b>Department 40 - Electric General</b>							
<b>Division 01 - Department Wide</b>							
500.40.01-548	Other Small Tools & Equipment	5,000.00	5,000.00	5,000.00	5,000.00		.00
	<i>Supplies Totals</i>	\$49,200.00	\$37,300.00	\$39,300.00	\$53,695.00	44%	\$16,395.00
	<i>Services and Supplies Totals</i>	\$1,365,515.00	\$1,426,332.00	\$1,370,255.00	\$1,352,080.00	(5%)	(\$74,252.00)
<b>Capital Outlay</b>							
500.40.01-615	Buildings & Structures	.00	.00	.00	.00		.00
500.40.01-625	Heavy Machinery	.00	.00	.00	.00		.00
500.40.01-630	Motor Vehicles	157,450.00	.00	155,225.00	.00		.00
	<i>Capital Outlay Totals</i>	\$157,450.00	\$0.00	\$155,225.00	\$0.00	+++	\$0.00
<b>Insurance and Other Chargebacks</b>							
500.40.01-530	Liability Insurance	.00	.00	.00	.00		.00
	<i>Insurance and Other Chargebacks Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Depreciation Expense</b>							
500.40.01-800	Depreciation	.00	.00	.00	.00		.00
	<i>Depreciation Expense Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Transfers</b>							
500.40.01-900	Interfund Transfers - Payment in Lieu of Taxes	.00	.00	.00	.00		.00
500.40.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<b>Division 01 - Department Wide Totals</b>	\$1,563,783.00	\$1,426,332.00	\$1,525,480.00	\$1,352,080.00	(5%)	(\$74,252.00)



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<b>Fund 500 - Electric Fund</b>							
<b>Department 40 - Electric General</b>							
<b>Division 10 - Administration</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
500.40.10-511	Regular Salaries	334,521.00	313,764.00	275,100.00	269,958.00	(14)	(43,806.00)
<i>Position Transactions</i>							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		301601 - Administrative Secretary		Earnings		23,386.00
	Manager		500101 - Water & Electric Director		Earnings		107,716.00
	Manager		500202 - Assistant W&E Director		Earnings		80,734.00
	Manager		501302 - Distribution Engineer 1		Earnings		58,122.00
						<b>Manager Totals</b>	<b>\$269,958.00</b>
500.40.10-512	Overtime Salaries	.00	.00	20.00	.00		.00
500.40.10-513	Part Time Salaries	.00	.00	.00	4,030.00		4,030.00
<i>Position Transactions</i>							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		501303 - Engineering Intern		Earnings		4,030.00
						<b>Manager Totals</b>	<b>\$4,030.00</b>
500.40.10-515	Sick Cashed In	.00	505.00	2,500.00	6,492.00	1,186	5,987.00
500.40.10-518	Other Compensation	5,655.00	1,675.00	2,900.00	1,675.00		.00
	<i>Employee Pay Totals</i>	<b>\$340,176.00</b>	<b>\$315,944.00</b>	<b>\$280,520.00</b>	<b>\$282,155.00</b>	<b>(11%)</b>	<b>(\$33,789.00)</b>
<b>Benefits</b>							
500.40.10-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
500.40.10-521	Fringe Benefits - Worker's Compensation	124,958.00	124,958.00	124,958.00	124,939.00		(19.00)
500.40.10-522	Fringe Benefits - Medical / Dental Insurance	34,268.00	42,307.00	38,243.00	38,857.00	(8)	(3,450.00)



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<b>Fund 500 - Electric Fund</b>							
<b>Department 40 - Electric General</b>							
<b>Division 10 - Administration</b>							
500.40.10-528	Fringe Benefits - Life Insurance	203.00	165.00	230.00	208.00	26	43.00
	<i>Benefits Totals</i>	<b>\$159,429.00</b>	<b>\$167,430.00</b>	<b>\$163,431.00</b>	<b>\$164,004.00</b>	<b>(2%)</b>	<b>(\$3,426.00)</b>
<b><u>Pensions</u></b>							
500.40.10-523	Fringe Benefits - Medicare	4,909.00	4,580.00	4,062.00	4,091.00	(11)	(489.00)
500.40.10-524	Fringe Benefits - Social Security	16,916.00	17,757.00	17,372.00	15,576.00	(12)	(2,181.00)
500.40.10-525	Fringe Benefits - IMRF Pension Er Contribution	49,252.00	45,304.00	41,100.00	37,740.00	(17)	(7,564.00)
500.40.10-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
500.40.10-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	<b>\$71,077.00</b>	<b>\$67,641.00</b>	<b>\$62,534.00</b>	<b>\$57,407.00</b>	<b>(15%)</b>	<b>(\$10,234.00)</b>
	<i>Salary and Benefits Totals</i>	<b>\$570,682.00</b>	<b>\$551,015.00</b>	<b>\$506,485.00</b>	<b>\$503,566.00</b>	<b>(9%)</b>	<b>(\$47,449.00)</b>
Division 10 - Administration	<b>Totals</b>	<b>\$570,682.00</b>	<b>\$551,015.00</b>	<b>\$506,485.00</b>	<b>\$503,566.00</b>	<b>(9%)</b>	<b>(\$47,449.00)</b>



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Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
Department <b>40 - Electric General</b>							
Division <b>21 - Engineering</b>							
EXPENSE							
<u>Salary and Benefits</u>							
<u>Employee Pay</u>							
500.40.21-511	Regular Salaries	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division <b>21 - Engineering Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department <b>40 - Electric General</b>							
Division <b>60 - Public Relations</b>							
<u>Services and Supplies</u>							
<u>Supplies</u>							
500.40.60-540	Other Operating Supplies	500.00	500.00	.00	250.00	(50)	(\$250.00)
Budget Transactions							
	<i>Level</i>	<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager	Flags			1.00	125.00	125.00
	Manager	Handouts			1.00	125.00	125.00
						Manager Totals	\$250.00
	<i>Supplies Totals</i>	\$500.00	\$500.00	\$0.00	\$250.00	(50%)	(\$250.00)
	<i>Services and Supplies Totals</i>	\$500.00	\$500.00	\$0.00	\$250.00	(50%)	(\$250.00)
	Division <b>60 - Public Relations Totals</b>	\$500.00	\$500.00	\$0.00	\$250.00	(50%)	(\$250.00)
	Department <b>40 - Electric General Totals</b>	\$2,134,965.00	\$1,977,847.00	\$2,031,965.00	\$1,855,896.00	(6%)	(\$121,951.00)



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Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 41 - Electric Plant</b>							
<b>Division 27 - Electric Plant</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
500.41.27-511	Regular Salaries	891,515.00	835,007.00	885,230.00	957,394.00	15	122,387.00
<b>Position Transactions</b>							
<i>Level</i>	<i>Position</i>						<i>Total Amount</i>
Manager	500301 - Electrical Plant Superintendent				Earnings		130,301.00
Manager	500702 - Mechanic 2				Earnings		102,287.00
Manager	501001 - E & W Plant Operator				Earnings		60,644.00
Manager	501002 - E & W Plant Operator				Earnings		60,643.00
Manager	501003 - E & W Plant Operator				Earnings		60,643.00
Manager	501004 - E & W Plant Operator				Earnings		58,934.00
Manager	501005 - E & W Plant Operator				Earnings		57,035.00
Manager	501006 - E & W Plant Operator				Earnings		56,903.00
Manager	501007 - E & W Plant Operator				Earnings		48,128.00
Manager	501008 - E & W Plant Operator				Earnings		49,617.00
Manager	501201 - Controls Technician				Earnings		111,058.00
Manager	501202 - Electrical Control Technician				Earnings		96,927.00
Manager	501502 - Electric Plant Operator Only				Earnings		53,416.00
Manager	509999 - W&E Budget Only				Earnings		10,858.00
<b>Manager Totals</b>							<b>\$957,394.00</b>
500.41.27-512	Overtime Salaries	15,931.00	15,995.00	21,300.00	24,435.00	53	8,440.00
500.41.27-513	Part Time Salaries	29,754.00	29,754.00	31,800.00	33,874.00	14	4,120.00
500.41.27-515	Sick Cashed In	.00	263.00	31,000.00	9,900.00	3,664	9,637.00
500.41.27-518	Other Compensation	2,970.00	2,970.00	3,700.00	3,240.00	9	270.00
<i>Employee Pay Totals</i>		<b>\$940,170.00</b>	<b>\$883,989.00</b>	<b>\$973,030.00</b>	<b>\$1,028,843.00</b>	<b>16%</b>	<b>\$144,854.00</b>



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<b>Fund 500 - Electric Fund</b>							
<b>Department 41 - Electric Plant</b>							
<b>Division 27 - Electric Plant</b>							
<b><u>Benefits</u></b>							
500.41.27-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
500.41.27-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
500.41.27-522	Fringe Benefits - Medical / Dental Insurance	155,549.00	144,714.00	143,939.00	165,047.00	14	20,333.00
500.41.27-528	Fringe Benefits - Life Insurance	635.00	633.00	668.00	901.00	42	268.00
	<i>Benefits Totals</i>	\$156,184.00	\$145,347.00	\$144,607.00	\$165,948.00	14%	\$20,601.00
<b><u>Pensions</u></b>							
500.41.27-523	Fringe Benefits - Medicare	13,631.00	12,814.00	13,981.00	14,917.00	16	2,103.00
500.41.27-524	Fringe Benefits - Social Security	56,995.00	53,635.00	59,781.00	62,042.00	16	8,407.00
500.41.27-525	Fringe Benefits - IMRF Pension Er Contribution	136,794.00	126,754.00	151,450.00	139,606.00	10	12,852.00
500.41.27-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
500.41.27-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$207,420.00	\$193,203.00	\$225,212.00	\$216,565.00	12%	\$23,362.00
	<i>Salary and Benefits Totals</i>	\$1,303,774.00	\$1,222,539.00	\$1,342,849.00	\$1,411,356.00	15%	\$188,817.00
<b><u>Services and Supplies</u></b>							
<b><u>Services &amp; Charges</u></b>							
500.41.27-560	Purchased Power	8,301,343.00	8,226,629.00	8,020,860.00	8,106,338.00	(1)	(120,291.00)

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	CY2017 Est. purchases: 127,178,180 kWh's @ \$0.063740/kWh	1.00	8,106,338.00	8,106,338.00
			<i>Manager Totals</i>	<b>\$8,106,338.00</b>



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<b>Fund 500 - Electric Fund</b>							
<b>Department 41 - Electric Plant</b>							
<b>Division 27 - Electric Plant</b>							
500.41.27-564	Cell Phones & Radios	.00	.00	.00	2,400.00		2,400.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	New radios				6.00	400.00	2,400.00
Manager Totals							\$2,400.00
500.41.27-570	Repair & Maintenance - Buildings	20,000.00	139,000.00	139,000.00	96,090.00	(31)	(42,910.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Annual fire extinguisher inspection & service (Plant)				65.00	20.00	1,300.00
Manager	Deck plate/support beams replacement				1.00	5,000.00	5,000.00
Manager	Electric plant basement lighting (LED)				1.00	5,000.00	5,000.00
Manager	Exterior wall brick replacement, tuck-pointing, roof repair				1.00	45,000.00	45,000.00
Manager	Other repairs				1.00	16,500.00	16,500.00
Manager	Replace chain link fence - south side of driveway				1.00	18,290.00	18,290.00
Manager	Windows & tuckpointing				1.00	5,000.00	5,000.00
Manager Totals							\$96,090.00
500.41.27-572	Repair & Maintenance - Landscape	.00	.00	.00	3,960.00		3,960.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Landscaping for Electric Plant				36.00	110.00	3,960.00
Manager Totals							\$3,960.00



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<b>Fund 500 - Electric Fund</b>								
<b>Department 41 - Electric Plant</b>								
<b>Division 27 - Electric Plant</b>								
500.41.27-581	Training & Travel	.00	.00	.00	10,700.00		10,700.00	
Budget Transactions								
	<i>Level</i>		<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager		CLMI online training			1.00	1,200.00	1,200.00
	Manager		Plant Mechanic Training			1.00	7,500.00	7,500.00
	Manager		Plant Operator Training			1.00	2,000.00	2,000.00
							Manager Totals	\$10,700.00
500.41.27-583	Property Insurance	.00	.00	.00	.00		.00	
	<i>Services &amp; Charges Totals</i>	\$8,321,343.00	\$8,365,629.00	\$8,159,860.00	\$8,219,488.00	(2%)	(\$146,141.00)	
<b>Supplies</b>								
500.41.27-537	Uniforms	13,909.00	13,909.00	13,909.00	12,745.00	(8)	(1,164.00)	
Budget Transactions								
	<i>Level</i>		<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager		Flame resistant uniform (Supt.)			1.00	400.00	400.00
	Manager		Flame resistant uniform rental (12 persons/13 sets)			52.00	150.00	7,800.00
	Manager		Safety glasses (prescription)			6.00	175.00	1,050.00
	Manager		Safety shoes (13 persons)			13.00	115.00	1,495.00
	Manager		Winter flame resistant clothing (Supt., Mech, 2 x Tech, 1xmtest)			5.00	400.00	2,000.00
							Manager Totals	\$12,745.00



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<b>Fund 500 - Electric Fund</b>							
<b>Department 41 - Electric Plant</b>							
<b>Division 27 - Electric Plant</b>							
500.41.27-540	Other Operating Supplies	.00	.00	.00	2,000.00		2,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	PPE - hard hats, safety glasses, hearing protection				1.00	2,000.00	2,000.00
						Manager Totals	\$2,000.00
	<i>Supplies Totals</i>	\$13,909.00	\$13,909.00	\$13,909.00	\$14,745.00	6%	\$836.00
	<i>Services and Supplies Totals</i>	\$8,335,252.00	\$8,379,538.00	\$8,173,769.00	\$8,234,233.00	(2%)	(\$145,305.00)
<b>Capital Outlay</b>							
500.41.27-615	Buildings & Structures	.00	814,000.00	70,000.00	600,000.00	(26)	(214,000.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Fire protection of generator/turbines & diesels				1.00	600,000.00	600,000.00
						Manager Totals	\$600,000.00
500.41.27-625	Heavy Machinery	.00	.00	.00	.00		.00
	<i>Capital Outlay Totals</i>	\$0.00	\$814,000.00	\$70,000.00	\$600,000.00	(26%)	(\$214,000.00)
	Division 27 - Electric Plant Totals	\$9,639,026.00	\$10,416,077.00	\$9,586,618.00	\$10,245,589.00	(2%)	(\$170,488.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 41 - Electric Plant</b>							
Division 28 - Boilers & Turbines							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
500.41.28-511	Regular Salaries	.00	.00	.00	.00		.00
500.41.28-512	Overtime Salaries	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
	<i>Salary and Benefits Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
500.41.28-567	Operations & Maintenance	93,750.00	100,500.00	100,500.00	148,500.00	48	48,000.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Annual NPDES Permit	1.00	10,000.00	10,000.00
Manager	Annual Title V CAAPP Permit (50% Permit Cost)	.50	8,000.00	4,000.00
Manager	Boiler blow down drain line replacement	1.00	5,000.00	5,000.00
Manager	Combustion controls - service & instrumentation	1.00	10,000.00	10,000.00
Manager	Consumables	1.00	25,000.00	25,000.00
Manager	Inspect & Overhaul Hot Well Pump	2.00	6,000.00	12,000.00
Manager	Insulation & refractory	1.00	2,000.00	2,000.00
Manager	Oil filters (turbines)	1.00	1,000.00	1,000.00
Manager	Parts washer service	2.00	500.00	1,000.00
Manager	Pump & compressor parts	1.00	2,000.00	2,000.00
Manager	Recondition & retrofit 480V breakers	2.00	10,000.00	20,000.00
Manager	Service water line replacement - #8 Boiler	1.00	5,000.00	5,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 41 - Electric Plant</b>							
<b>Division 28 - Boilers &amp; Turbines</b>							
Manager	TFA for Turbine #4 Overhaul					5.00	6,500.00
Manager	Tools					1.00	2,500.00
Manager	Turbine #4 piping replacement					1.00	10,000.00
Manager	Turbine replacement gauges					6.00	250.00
Manager	Valves, piping, & fittings					1.00	5,000.00
<i>Manager Totals</i>							<b>\$148,500.00</b>
<i>Services &amp; Charges Totals</i>		<b>\$93,750.00</b>	<b>\$100,500.00</b>	<b>\$100,500.00</b>	<b>\$148,500.00</b>	<b>48%</b>	<b>\$48,000.00</b>
<i>Services and Supplies Totals</i>		<b>\$93,750.00</b>	<b>\$100,500.00</b>	<b>\$100,500.00</b>	<b>\$148,500.00</b>	<b>48%</b>	<b>\$48,000.00</b>
<b>Capital Outlay</b>							
500.41.28-625	Heavy Machinery	.00	.00	.00	.00		.00
<i>Capital Outlay Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<i>Division 28 - Boilers &amp; Turbines Totals</i>		<b>\$93,750.00</b>	<b>\$100,500.00</b>	<b>\$100,500.00</b>	<b>\$148,500.00</b>	<b>48%</b>	<b>\$48,000.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 41 - Electric Plant</b>							
Division 29 - Diesels							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
500.41.29-511	Regular Salaries	.00	.00	.00	.00		.00
500.41.29-512	Overtime Salaries	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
500.41.29-567	Operations & Maintenance	27,000.00	27,000.00	200,000.00	35,540.00	32	8,540.00
Budget Transactions							
	<i>Level</i>	<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager	Annual Title V CAAPP Permit (50% of permit cost)			.50	8,000.00	4,000.00
	Manager	Consumables (lube oil, filters)			1.00	20,000.00	20,000.00
	Manager	Diesel Engine #9 fuel injector rebuild parts			24.00	210.00	5,040.00
	Manager	Diesel Engine CCV system retrofit			2.00	3,250.00	6,500.00
		<i>Manager Totals</i>					\$35,540.00
	<i>Services &amp; Charges Totals</i>	\$27,000.00	\$27,000.00	\$200,000.00	\$35,540.00	32%	\$8,540.00
	<i>Services and Supplies Totals</i>	\$27,000.00	\$27,000.00	\$200,000.00	\$35,540.00	32%	\$8,540.00
<b>Capital Outlay</b>							
500.41.29-625	Heavy Machinery	.00	.00	.00	.00		.00
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 29 - Diesels Totals	\$27,000.00	\$27,000.00	\$200,000.00	\$35,540.00	32%	\$8,540.00
	Department 41 - Electric Plant Totals	\$9,759,776.00	\$10,543,577.00	\$9,887,118.00	\$10,429,629.00	(1%)	(\$113,948.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
Division 30 - General Distribution							

**EXPENSE**

**Salary and Benefits**

**Employee Pay**

500.42.30-511	Regular Salaries	562,644.00	547,904.00	623,422.00	622,814.00	14	74,910.00
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Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	500601 - Distribution Superintendent	Earnings		29,675.00
Manager	500901 - Crew Leader	Earnings		44,225.00
Manager	500902 - Crew Leader	Earnings		49,618.00
Manager	500903 - Crew Leader	Earnings		49,618.00
Manager	501101 - Line Worker	Earnings		48,530.00
Manager	501102 - Line Worker	Earnings		47,256.00
Manager	501103 - Line Worker	Earnings		47,608.00
Manager	501104 - Line Worker	Earnings		45,924.00
Manager	501701 - Apprentice	Earnings		44,810.00
Manager	501702 - Apprentice	Earnings		38,596.00
Manager	501703 - Apprentice	Earnings		34,519.00
Manager	501704 - Apprentice	Earnings		32,322.00
Manager	501705 - Apprentice	Earnings		34,147.00
Manager	501801 - Meter Tester	Earnings		56,392.00
Manager	509999 - W&E Budget Only	Earnings		19,574.00
<b>Manager Totals</b>				<b>\$622,814.00</b>

500.42.30-512	Overtime Salaries	.00	43,977.00	75,800.00	35,650.00	(19)	(8,327.00)
500.42.30-513	Part Time Salaries	.00	.00	.00	.00		.00
500.42.30-515	Sick Cashed In	.00	803.00	1,436.00	2,544.00	217	1,741.00
500.42.30-516	Holiday Salaries	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 30 - General Distribution</b>							
500.42.30-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$562,644.00	\$592,684.00	\$700,658.00	\$661,008.00	12%	\$68,324.00
<b><u>Benefits</u></b>							
500.42.30-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
500.42.30-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
500.42.30-522	Fringe Benefits - Medical / Dental Insurance	96,770.00	89,770.00	108,016.00	106,732.00	19	16,962.00
500.42.30-528	Fringe Benefits - Life Insurance	322.00	387.00	529.00	490.00	27	103.00
	<i>Benefits Totals</i>	\$97,092.00	\$90,157.00	\$108,545.00	\$107,222.00	19%	\$17,065.00
<b><u>Pensions</u></b>							
500.42.30-523	Fringe Benefits - Medicare	8,158.00	8,594.00	9,854.00	9,584.00	12	990.00
500.42.30-524	Fringe Benefits - Social Security	28,704.00	35,409.00	42,200.00	39,276.00	11	3,867.00
500.42.30-525	Fringe Benefits - IMRF Pension Er Contribution	81,866.00	84,987.00	100,700.00	89,689.00	6	4,702.00
	<i>Pensions Totals</i>	\$118,728.00	\$128,990.00	\$152,754.00	\$138,549.00	7%	\$9,559.00
	<i>Salary and Benefits Totals</i>	\$778,464.00	\$811,831.00	\$961,957.00	\$906,779.00	12%	\$94,948.00
<b><u>Services and Supplies</u></b>							
<b><u>Services &amp; Charges</u></b>							
500.42.30-564	Cell Phones & Radios	6,100.00	9,700.00	10,500.00	9,320.00	(4)	(380.00)

Budget Transactions					
Level	Transaction	Number of Units	Cost Per Unit	Total Amount	
Manager	Batteries & chargers	1.00	500.00	500.00	
Manager	Cells phones service costs	7.00	300.00	2,100.00	
Manager	Mobile data service costs (9 x \$40/month)	12.00	360.00	4,320.00	
Manager	New radios	6.00	400.00	2,400.00	
				Manager Totals	\$9,320.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 30 - General Distribution</b>							
500.42.30-567	Operations & Maintenance	186,000.00	188,000.00	203,000.00	177,000.00	(6)	(11,000.00)

**Budget Transactions**

<i>Level</i>	<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Annual wood pole inspections	1.00	8,000.00	8,000.00
Manager	Dry ice cleaning for energized switchgear	1.00	6,500.00	6,500.00
Manager	Line clearance - contract tree trimming	1.00	150,000.00	150,000.00
Manager	Rebuild deteriorating manholes	1.00	3,500.00	3,500.00
Manager	Thermography of overhead equipment	1.00	4,000.00	4,000.00
Manager	Thermography of underground equipment	1.00	5,000.00	5,000.00
<b>Manager Totals</b>				<b>\$177,000.00</b>

500.42.30-570	Repair & Maintenance - Buildings	.00	.00	.00	.00	.00
500.42.30-572	Repair & Maintenance - Landscape	.00	.00	.00	.00	.00
500.42.30-574	Vehicle Maint Service Charge	139,077.00	136,392.00	136,392.00	136,392.00	.00

**Budget Transactions**

<i>Level</i>	<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Fleet maintenance	12.00	11,366.00	136,392.00
<b>Manager Totals</b>				<b>\$136,392.00</b>

500.42.30-577	Rental - Other	5,000.00	5,000.00	563.00	5,000.00	.00
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**Budget Transactions**

<i>Level</i>	<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Duct rodder rental	1.00	5,000.00	5,000.00
<b>Manager Totals</b>				<b>\$5,000.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 30 - General Distribution</b>							
500.42.30-578	Street Lights	82,954.00	82,020.00	87,400.00	80,038.00	(2)	(1,982.00)

Budget Transactions							
Level	Transaction	Number of Units	Cost Per Unit	Total Amount			
Manager	LED street light head	50.00	120.00	6,000.00			
Manager	Replacement bulbs & parts	1.00	3,500.00	3,500.00			
Manager	Replacement curvilinear streetlight head (LED)	1.00	1,527.00	1,527.00			
Manager	Replacement street light footing covers	36.00	36.00	1,296.00			
Manager	Street light kWh payment	1.00	67,015.00	67,015.00			
Manager	Street light steel poles	1.00	700.00	700.00			
				<b>Manager Totals</b>	<b>\$80,038.00</b>		

500.42.30-579	Traffic Signals	15,300.00	25,300.00	5,000.00	20,300.00	(20)	(5,000.00)
Budget Transactions							
Level	Transaction	Number of Units	Cost Per Unit	Total Amount			
Manager	Contractor - troubleshooting & programming	4.00	500.00	2,000.00			
Manager	Controller - new	1.00	2,500.00	2,500.00			
Manager	Controller - repair	1.00	1,300.00	1,300.00			
Manager	Repair detection loops	1.00	3,000.00	3,000.00			
Manager	Replace obsolete strobecom	5.00	1,000.00	5,000.00			
Manager	Replacement LED bulbs, detectors, switches, opticon	1.00	6,000.00	6,000.00			
Manager	Timers, school crossing lights	1.00	500.00	500.00			
				<b>Manager Totals</b>	<b>\$20,300.00</b>		



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 30 - General Distribution</b>							
500.42.30-581	Training & Travel	.00	.00	.00	20,105.00		20,105.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Apprentice training (3 Apprentices)				7.00	2,015.00	14,105.00
Manager	Lineman training				3.00	2,000.00	6,000.00
	<b>Manager Totals</b>						<b>\$20,105.00</b>
500.42.30-583	Property Insurance	.00	.00	.00	.00		.00
	<i>Services &amp; Charges Totals</i>	<b>\$434,431.00</b>	<b>\$446,412.00</b>	<b>\$442,855.00</b>	<b>\$448,155.00</b>	<b>0%</b>	<b>\$1,743.00</b>
<b>Supplies</b>							
500.42.30-537	Uniforms	18,933.00	18,933.00	18,933.00	21,045.00	11	2,112.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Flame resistant rainwear				13.00	150.00	1,950.00
Manager	Flame resistant uniform				13.00	60.00	780.00
Manager	Flame resistant uniform rental (12 persons with 11 sets)				52.00	160.00	8,320.00
Manager	Lineman boots				12.00	215.00	2,580.00
Manager	Safety boots				1.00	115.00	115.00
Manager	Safety glasses				12.00	175.00	2,100.00
Manager	Winter FR clothing				13.00	400.00	5,200.00
	<b>Manager Totals</b>						<b>\$21,045.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 30 - General Distribution</b>							
500.42.30-540	Other Operating Supplies	4,150.00	4,150.00	4,150.00	7,900.00	90	3,750.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CDL licenses				5.00	30.00	150.00
Manager	Inverted marking paint and marking flags				250.00	3.00	750.00
Manager	JULIE annual assessment (50%)				1.00	3,000.00	3,000.00
Manager	PPE - hard hats, safety glasses, hearing protection				1.00	500.00	500.00
Manager	Supplies and misc. requirements				1.00	3,000.00	3,000.00
Manager	Underground locator batteries				2.00	250.00	500.00
	Manager Totals						\$7,900.00
500.42.30-547	Distribution Material	25,976.00	21,518.00	24,000.00	21,656.00	1	138.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	High gloves, sleeves, hose guard, hot sticks				1.00	21,656.00	21,656.00
	Manager Totals						\$21,656.00
500.42.30-548	Other Small Tools & Equipment	30,100.00	12,600.00	12,600.00	18,625.00	48	6,025.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	GasAlert detector calibration and repairs				11.00	300.00	3,300.00
Manager	Hand tools				1.00	4,000.00	4,000.00
Manager	Magnetic locator				1.00	725.00	725.00





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 31 - Underground System</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
500.42.31-511	Regular Salaries	23,470.00	.00	.00	.00		.00
500.42.31-512	Overtime Salaries	36,456.00	.00	.00	.00		.00
500.42.31-515	Sick Cashed In	.00	982.00	1,755.00	.00	(100)	(982.00)
	<i>Employee Pay Totals</i>	<b>\$59,926.00</b>	<b>\$982.00</b>	<b>\$1,755.00</b>	<b>\$0.00</b>	<b>(100%)</b>	<b>(\$982.00)</b>
<b>Benefits</b>							
500.42.31-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
500.42.31-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
500.42.31-522	Fringe Benefits - Medical / Dental Insurance	118,206.00	102,105.00	120,992.00	127,680.00	25	25,575.00
500.42.31-528	Fringe Benefits - Life Insurance	402.00	.00	600.00	.00		.00
	<i>Benefits Totals</i>	<b>\$118,608.00</b>	<b>\$102,105.00</b>	<b>\$121,592.00</b>	<b>\$127,680.00</b>	<b>25%</b>	<b>\$25,575.00</b>
<b>Pensions</b>							
500.42.31-523	Fringe Benefits - Medicare	9,366.00	8,629.00	10,350.00	10,051.00	16	1,422.00
500.42.31-524	Fringe Benefits - Social Security	37,449.00	36,893.00	44,300.00	42,984.00	17	6,091.00
500.42.31-525	Fringe Benefits - IMRF Pension Er Contribution	93,982.00	85,333.00	107,000.00	94,073.00	10	8,740.00
	<i>Pensions Totals</i>	<b>\$140,797.00</b>	<b>\$130,855.00</b>	<b>\$161,650.00</b>	<b>\$147,108.00</b>	<b>12%</b>	<b>\$16,253.00</b>
	<i>Salary and Benefits Totals</i>	<b>\$319,331.00</b>	<b>\$233,942.00</b>	<b>\$284,997.00</b>	<b>\$274,788.00</b>	<b>17%</b>	<b>\$40,846.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 31 - Underground System</b>							
<b><u>Services and Supplies</u></b>							
<b><u>Supplies</u></b>							
500.42.31-547	Distribution Material	111,495.00	110,495.00	163,050.00	106,711.00	(3)	(3,784.00)
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Connectors for underground services				1.00	22,500.00	22,500.00
Manager	Hardware for manholes				1.00	8,000.00	8,000.00
Manager	Inverted marking paint & utility flags				500.00	3.00	1,500.00
Manager	Manholes				4.00	4,000.00	16,000.00
Manager	Pulling compount, heat shrink, manhole hardware				1.00	20,000.00	20,000.00
Manager	Splice boxes				30.00	640.00	19,200.00
Manager	Tape, repair sleeves, connectors, tie wraps				1.00	10,000.00	10,000.00
Manager	Transformer pads single phase				12.00	168.00	2,016.00
Manager	Transformer pads three phase				5.00	400.00	2,000.00
Manager	Underground fault indicators, single phase				43.00	65.00	2,795.00
Manager	Underground fault indicators, three phase				27.00	100.00	2,700.00
	<b>Manager Totals</b>						<b>\$106,711.00</b>
	<i>Supplies Totals</i>	<b>\$111,495.00</b>	<b>\$110,495.00</b>	<b>\$163,050.00</b>	<b>\$106,711.00</b>	<b>(3%)</b>	<b>(\$3,784.00)</b>
	<i>Services and Supplies Totals</i>	<b>\$111,495.00</b>	<b>\$110,495.00</b>	<b>\$163,050.00</b>	<b>\$106,711.00</b>	<b>(3%)</b>	<b>(\$3,784.00)</b>
<b><u>Capital Outlay</u></b>							
500.42.31-610	Capital Salaries	586,001.00	594,056.00	594,056.00	693,226.00	17	99,170.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 31 - Underground System</b>							
500.42.31-660	Distribution System	629,100.00	583,673.00	434,000.00	711,000.00	22	127,327.00
<i>Budget Transactions</i>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Cable devices				1.00	42,000.00	42,000.00
Manager	Conduit installation - system reinforcement				1.00	120,000.00	120,000.00
Manager	Pad mount switchgear				2.00	19,000.00	38,000.00
Manager	Underground conductors				1.00	511,000.00	511,000.00
						Manager Totals	\$711,000.00
	<i>Capital Outlay Totals</i>	\$1,215,101.00	\$1,177,729.00	\$1,028,056.00	\$1,404,226.00	19%	\$226,497.00
Division	<b>31 - Underground System</b> Totals	\$1,645,927.00	\$1,522,166.00	\$1,476,103.00	\$1,785,725.00	17%	\$263,559.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
Division 33 - Overhead System							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
500.42.33-511	Regular Salaries	.00	.00	.00	.00		.00
500.42.33-512	Overtime Salaries	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Supplies</b>							
500.42.33-547	Distribution Material	18,340.00	19,840.00	1,000.00	12,920.00	(35)	(\$6,920.00)
<b>Budget Transactions</b>							
	<i>Level</i>	<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager	Connectors, tape, service drop conductor			1.00	5,000.00	5,000.00
	Manager	Normal hardware replacements			1.00	5,000.00	5,000.00
	Manager	Overhead fault indicators			12.00	160.00	1,920.00
	Manager	Recycling costs for wood poles			1.00	1,000.00	1,000.00
						<b>Manager Totals</b>	<b>\$12,920.00</b>
	<i>Supplies Totals</i>	\$18,340.00	\$19,840.00	\$1,000.00	\$12,920.00	(35%)	(\$6,920.00)
	<i>Services and Supplies Totals</i>	\$18,340.00	\$19,840.00	\$1,000.00	\$12,920.00	(35%)	(\$6,920.00)
<b>Capital Outlay</b>							
500.42.33-610	Capital Salaries	.00	.00	.00	.00		.00
500.42.33-660	Distribution System	.00	.00	.00	.00		.00
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 33 - Overhead System Totals	\$18,340.00	\$19,840.00	\$1,000.00	\$12,920.00	(35%)	(\$6,920.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 34 - Line Transformers &amp; Devices</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
500.42.34-511	Regular Salaries	.00	.00	.00	.00		.00
500.42.34-512	Overtime Salaries	.00	.00	600.00	.00		.00
	<i>Employee Pay Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$600.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Benefits</b>							
500.42.34-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
500.42.34-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
500.42.34-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	100.00	.00		.00
500.42.34-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Pensions</b>							
500.42.34-523	Fringe Benefits - Medicare	.00	.00	100.00	.00		.00
500.42.34-524	Fringe Benefits - Social Security	.00	.00	100.00	.00		.00
500.42.34-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	100.00	.00		.00
	<i>Pensions Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
	<i>Salary and Benefits Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
Division 34 - Line Transformers & Devices							
<b><u>Services and Supplies</u></b>							
<b><u>Supplies</u></b>							
500.42.34-547	Distribution Material	15,000.00	15,000.00	4,100.00	9,500.00	(37)	(5,500.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Fused cutouts				1.00	4,500.00	4,500.00
Manager	Fuses, spade connectors, PCB testing				1.00	5,000.00	5,000.00
	<b>Manager Totals</b>						<b>\$9,500.00</b>
	<i>Supplies Totals</i>	\$15,000.00	\$15,000.00	\$4,100.00	\$9,500.00	(37%)	(\$5,500.00)
	<i>Services and Supplies Totals</i>	\$15,000.00	\$15,000.00	\$4,100.00	\$9,500.00	(37%)	(\$5,500.00)
<b><u>Capital Outlay</u></b>							
500.42.34-610	Capital Salaries	.00	.00	.00	.00		.00
500.42.34-660	Distribution System	119,980.00	125,184.00	107,000.00	145,154.00	16	19,970.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Overhead transformer - single phase (100 kVA)				6.00	3,300.00	19,800.00
Manager	Pad mount transformer - three phase (1000 kVA)				1.00	25,000.00	25,000.00
Manager	Pad mount transformer - three phase (1000kVA) Spare				1.00	25,000.00	25,000.00
Manager	Pad mount transformer - three phase (150kVA)				1.00	7,605.00	7,605.00
Manager	Pad mount transformer - three phase (75kVA)				3.00	7,605.00	22,815.00
Manager	Pad mount transformers - single phase				10.00	2,650.00	26,500.00
Manager	Transformer purchases - metals / market contingency				1.00	10,433.00	10,433.00
Manager	Transformer refurbishment				3.00	2,667.00	8,001.00
	<b>Manager Totals</b>						<b>\$145,154.00</b>
	<i>Capital Outlay Totals</i>	\$119,980.00	\$125,184.00	\$107,000.00	\$145,154.00	16%	\$19,970.00
Division	<b>34 - Line Transformers &amp; Devices Totals</b>	\$134,980.00	\$140,184.00	\$112,100.00	\$154,654.00	10%	\$14,470.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 500 - Electric Fund</b>								
<b>Department 42 - Electric Distribution</b>								
Division 35 - Meters								
<b>EXPENSE</b>								
<b>Salary and Benefits</b>								
<b>Employee Pay</b>								
500.42.35-511	Regular Salaries	.00	.00	.00	.00		.00	
500.42.35-512	Overtime Salaries	.00	.00	.00	.00		.00	
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
<b>Services and Supplies</b>								
<b>Supplies</b>								
500.42.35-547	Distribution Material	10,000.00	12,500.00	20,000.00	18,500.00	48	6,000.00	
<b>Budget Transactions</b>								
	<i>Level</i>				<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager				Annual Test bench - standards certification	1.00	1,500.00	1,500.00
	Manager				Electric meters - new & replacements	1.00	15,000.00	15,000.00
	Manager				Meter locks, rings, covers, seals	1.00	2,000.00	2,000.00
					<i>Manager Totals</i>			\$18,500.00
	<i>Supplies Totals</i>	\$10,000.00	\$12,500.00	\$20,000.00	\$18,500.00	48%	\$6,000.00	
	<i>Services and Supplies Totals</i>	\$10,000.00	\$12,500.00	\$20,000.00	\$18,500.00	48%	\$6,000.00	
<b>Capital Outlay</b>								
500.42.35-610	Capital Salaries	.00	.00	.00	.00		.00	
500.42.35-660	Distribution System	.00	.00	.00	.00		.00	
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
	<b>Division 35 - Meters Totals</b>	\$10,000.00	\$12,500.00	\$20,000.00	\$18,500.00	48%	\$6,000.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
Division 36 - Substation							
EXPENSE							
<u>Salary and Benefits</u>							
<u>Employee Pay</u>							
500.42.36-511	Regular Salaries	.00	.00	.00	.00		.00
500.42.36-512	Overtime Salaries	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
500.42.36-572	Repair & Maintenance - Landscape	.00	.00	.00	2,160.00		2,160.00

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Manager	Landscaping for Northfield Load Center		36.00	30.00	1,080.00	
Manager	Landscaping for South Load Center		36.00	30.00	1,080.00	
	Manager Totals				\$2,160.00	

*Services & Charges Totals*      \$0.00      \$0.00      \$0.00      \$2,160.00      +++      \$2,160.00

<u>Supplies</u>							
500.42.36-547	Distribution Material	112,260.00	150,900.00	87,562.00	169,500.00	12	18,600.00

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Manager	15kV breaker (spare), 1-2 BT		1.00	49,000.00	49,000.00	
Manager	15kV circuit breaker refurbishment - Northfield Substation		1.00	20,000.00	20,000.00	
Manager	Consumables		1.00	7,500.00	7,500.00	
Manager	Doble ProTest Software Maintenance Agreement (Year 3 of 3)		1.00	3,000.00	3,000.00	
Manager	LED Lighting - PLC		1.00	2,000.00	2,000.00	
Manager	LTC oil filters		2.00	500.00	1,000.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
<b>Division 36 - Substation</b>							
Manager	Protective relays					1.00	5,000.00
Manager	Replacement 5KV breaker - PLC					1.00	33,000.00
Manager	Switchgear current transformers, differential relay					11.00	3,000.00
Manager	Transformer oil testing					1.00	4,000.00
Manager	Voltage regulator bushing repair					1.00	12,000.00
<b>Manager Totals</b>							<b>\$169,500.00</b>
<i>Supplies Totals</i>		<b>\$112,260.00</b>	<b>\$150,900.00</b>	<b>\$87,562.00</b>	<b>\$169,500.00</b>	<b>12%</b>	<b>\$18,600.00</b>
<i>Services and Supplies Totals</i>		<b>\$112,260.00</b>	<b>\$150,900.00</b>	<b>\$87,562.00</b>	<b>\$171,660.00</b>	<b>14%</b>	<b>\$20,760.00</b>
<b>Capital Outlay</b>							
500.42.36-610	Capital Salaries	.00	.00	.00	.00		.00
500.42.36-660	Distribution System	540,000.00	.00	.00	.00		.00
<i>Capital Outlay Totals</i>		<b>\$540,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Division 36 - Substation Totals</b>		<b>\$652,260.00</b>	<b>\$150,900.00</b>	<b>\$87,562.00</b>	<b>\$171,660.00</b>	<b>14%</b>	<b>\$20,760.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 42 - Electric Distribution</b>							
Division 37 - New Bus-Cable Pulling & Conduit							
EXPENSE							
<b>Capital Outlay</b>							
500.42.37-660	Distribution System	420,000.00	441,000.00	441,000.00	440,000.00		(1,000.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Directional boring & conduit installation				1.00	440,000.00	440,000.00
						Manager Totals	\$440,000.00
<i>Capital Outlay Totals</i>		\$420,000.00	\$441,000.00	\$441,000.00	\$440,000.00	0%	(\$1,000.00)
Division 37 - New Bus-Cable Pulling & Conduit Totals		\$420,000.00	\$441,000.00	\$441,000.00	\$440,000.00	0%	(\$1,000.00)
Department 42 - Electric Distribution Totals		\$4,173,561.00	\$3,602,034.00	\$3,602,260.00	\$4,007,619.00	11%	\$405,585.00
<b>Department 88 - Depreciation</b>							
Division 01 - Department Wide							
<b>Depreciation Expense</b>							
500.88.01-800	Depreciation	1,600,000.00	1,600,000.00	1,600,000.00	1,600,000.00		.00
<i>Depreciation Expense Totals</i>		\$1,600,000.00	\$1,600,000.00	\$1,600,000.00	\$1,600,000.00	0%	\$0.00
Division 01 - Department Wide Totals		\$1,600,000.00	\$1,600,000.00	\$1,600,000.00	\$1,600,000.00	0%	\$0.00
Department 88 - Depreciation Totals		\$1,600,000.00	\$1,600,000.00	\$1,600,000.00	\$1,600,000.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 500 - Electric Fund</b>							
<b>Department 99 - Transfers</b>							
<b>Division 01 - Department Wide</b>							
<b>EXPENSE</b>							
<b>Transfers</b>							
500.99.01-900	Interfund Transfers - Payment in Lieu of Taxes	1,030,001.00	988,800.00	988,800.00	1,044,784.00	6	55,984.00
Budget Transactions							
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>	
Manager		Payment in lieu of taxes (\$0.00824 x 121,939,757 kWh)		1.00		1,044,784.00	
						Manager Totals	
						\$1,044,784.00	
500.99.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
		<i>Transfers Totals</i>		\$1,030,001.00	\$988,800.00	\$988,800.00	\$1,044,784.00
		<i>Division 01 - Department Wide Totals</i>		\$1,030,001.00	\$988,800.00	\$988,800.00	\$1,044,784.00
		<i>Department 99 - Transfers Totals</i>		\$1,030,001.00	\$988,800.00	\$988,800.00	\$1,044,784.00
		<b>EXPENSE TOTALS</b>		\$18,698,303.00	\$18,712,258.00	\$18,110,143.00	\$18,937,928.00
		<b>Fund 500 - Electric Fund Totals</b>		\$15,574,232.00	\$15,448,633.00	\$15,409,732.00	\$16,046,477.00
		<b>REVENUE TOTALS</b>		\$18,698,303.00	\$18,712,258.00	\$18,110,143.00	\$18,937,928.00
		<b>EXPENSE TOTALS</b>		(\$3,124,071.00)	(\$3,263,625.00)	(\$2,700,411.00)	(\$2,891,451.00)
		<b>Fund 500 - Electric Fund Totals</b>		(11%)			\$372,174.00

# DEPARTMENT NARRATIVE

## WATER

### Mission Statement/Purpose

The Department supplies potable water for the health and safety of the Winnetka and Northfield residents as well as the unincorporated areas of Indian Hill, Woodley Woods, and Longmeadow Road in Northfield. The Department tests the water purification processes and filters water continuously to supply high quality water to our customers. It is also responsible for the installation and repair of the water distribution system.

### Current Year Department Accomplishments

- Performed preventative maintenance programs which included leak detection of the distribution system, water meter replacement, winter preparation of fire hydrants, hydrant painting, valve maintenance, and vibration testing of pumps.
- Completed the installation of new water services resulting from new construction and/or customer upgrades.
- Transferred water services on Oak Street (Locust Street to Birch Street) from a 4" water main to the adjacent 8" water main to improve service reliability. Upon completion, a section of water main installed in 1896 was taken out of service.
- Transferred water services on Hill Road (Church Road to Ridge Avenue) from a 4" water main to an adjacent 8" water main to improve service reliability. Upon completion, a section of the water main installed in 1901 was taken out of service.
- Installed new 8" water main on Lake Street between Forest Glen Drive and Scott Avenue. Upon completion, a section of 6" water main installed in 1939 was taken out of service.
- Completed installation of spare low lift pump at the Water Plant to improve service contingency during periods of high consumption.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **9.20**

FY 2016 FTEs: **9.20**

FY 2015 FTEs: **9.20**

FY 2014 FTEs: **9.20**

Proposed FY 2017 Cost of Salaries and Benefits: **\$1,411,074**

Projected FY 2016 Cost of Salaries and Benefits: **\$1,222,858**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$1,421,751**

Actual FY 2015 Cost of Salaries and Benefits: **\$1,395,326**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **-0.8%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$1,805,210**

FY 2016 Services and Supplies Budget: **\$1,665,693**

FY 2015 Services and Supplies Budget: **\$1,695,395**

FY 2014 Services and Supplies Budget: **\$1,496,397**

Projected Year-End FY 2016 S&S Budget: **\$1,367,479**

Actual FY 2015 Cost of Services and Supplies: **\$1,461,343**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **8.4%**

# Fiscal Year 2017 Proposed Department Objectives

Objective	Action Steps	Timeframe
Adherence to regulatory requirements	<ul style="list-style-type: none"> <li>• Issue cross connection survey</li> </ul>	06/01/17
Install new service connections	<ul style="list-style-type: none"> <li>• Tap new water services to the distribution system resulting from new construction and/or customer upgrades.</li> <li>• Install new water meters resulting from new construction and/or customer upgrades</li> </ul>	12/31/17  12/31/17
Perform preventative maintenance programs to maintain the reliability of water system	<ul style="list-style-type: none"> <li>• Perform leak detection on the distribution system in Spring 2017</li> <li>• Perform leak detection on the distribution system in Fall 2017</li> <li>• Sandblast and paint approximately 170 fire hydrants</li> <li>• Prepare fire hydrants for winter</li> <li>• Perform valve maintenance on approximately 80 valves.</li> <li>• Replace 140 water meters</li> <li>• Perform vibration testing of pumps</li> <li>• Perform inspection and cleaning of sedimentation basins in Spring 2017</li> <li>• Perform inspection and cleaning of sedimentation basins in Fall 2017</li> </ul>	05/15/17  11/15/17  09/15/17  11/15/17 12/31/17  12/31/17 12/31/17 05/01/17  11/15/17
Complete rate study for Water Fund to further strategies for long-term capital planning	<ul style="list-style-type: none"> <li>• Present recommendations for changes to water rates</li> <li>• Implement new water rates and/or rate structures required to support water main replacement plan</li> </ul>	01/31/17  04/01/17



# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**

**Anticipated Completion Status**

**Objective**

Invest in maintenance and improvements at the Water Plant.

Ongoing

Perform service improvements to increase reliability in the water distribution system.

Ongoing

Complete cost of service / rate study for Water Fund to further strategies for long-term capital planning.

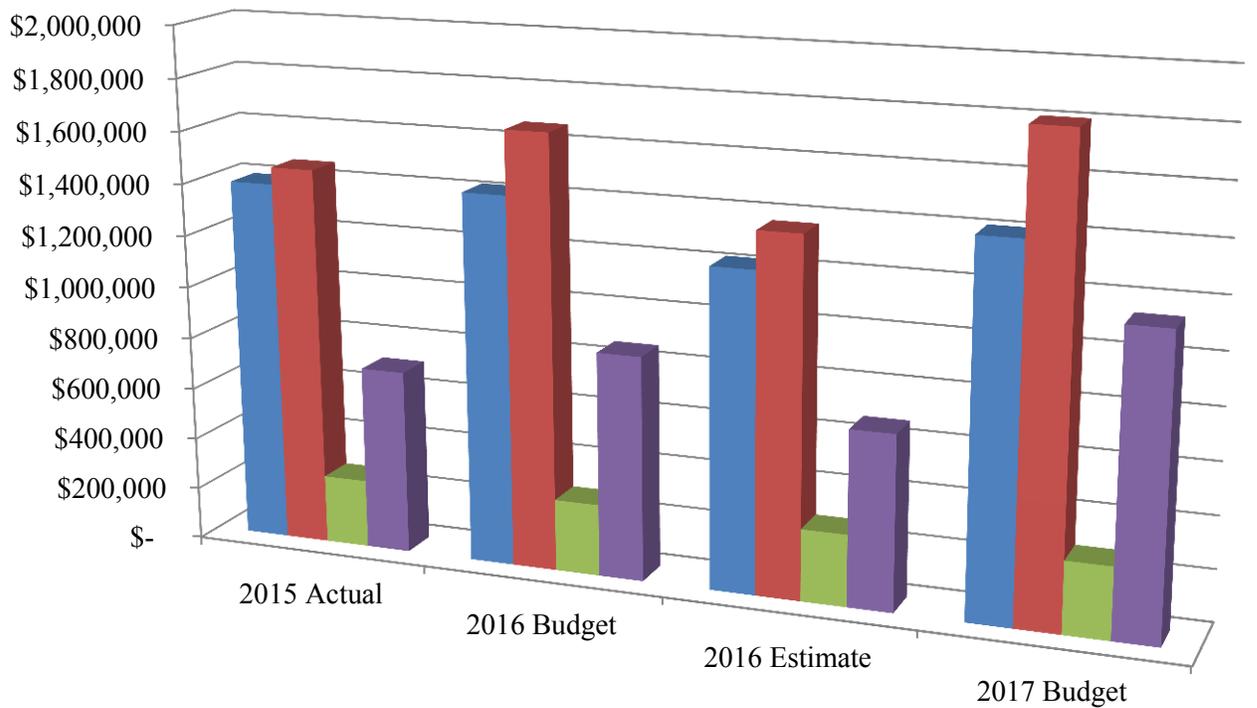
In progress



# Financial Summary

Water Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
<b>Operating</b>						
Revenue	\$ 3,572,208	\$ 3,998,930	\$ 3,791,715	\$ 4,678,337	17.0%	23.4%
Expenses	\$ (3,118,829)	\$ (3,364,004)	\$ (2,866,897)	\$ (3,492,844)	3.8%	21.8%
Net Operating Income (loss)	\$ 453,379	\$ 634,926	\$ 924,818	\$ 1,185,493	86.7%	28.2%
<b>Operating Expense Detail</b>						
Salaries and Benefits	\$ 1,395,326	\$ 1,421,751	\$ 1,222,858	\$ 1,411,074	-0.8%	15.4%
Services and Supplies	\$ 1,461,343	\$ 1,665,693	\$ 1,367,479	\$ 1,805,210	8.4%	32.0%
Payment in Lieu of Taxes	\$ 262,160	\$ 276,560	\$ 276,560	\$ 276,560	0.0%	0.0%
	\$ 3,118,829	\$ 3,364,004	\$ 2,866,897	\$ 3,492,844		
Capital Outlay	\$ 709,209	\$ 862,631	\$ 672,291	\$ 1,142,716	32.5%	70.0%
Total Fund Expense	\$ 3,828,038	\$ 4,226,635	\$ 3,539,188	\$ 4,635,560	9.7%	31.0%
Net Fund Income (loss)	\$ (255,830)	\$ (227,705)	\$ 252,527	\$ 42,777	-118.8%	-83.1%

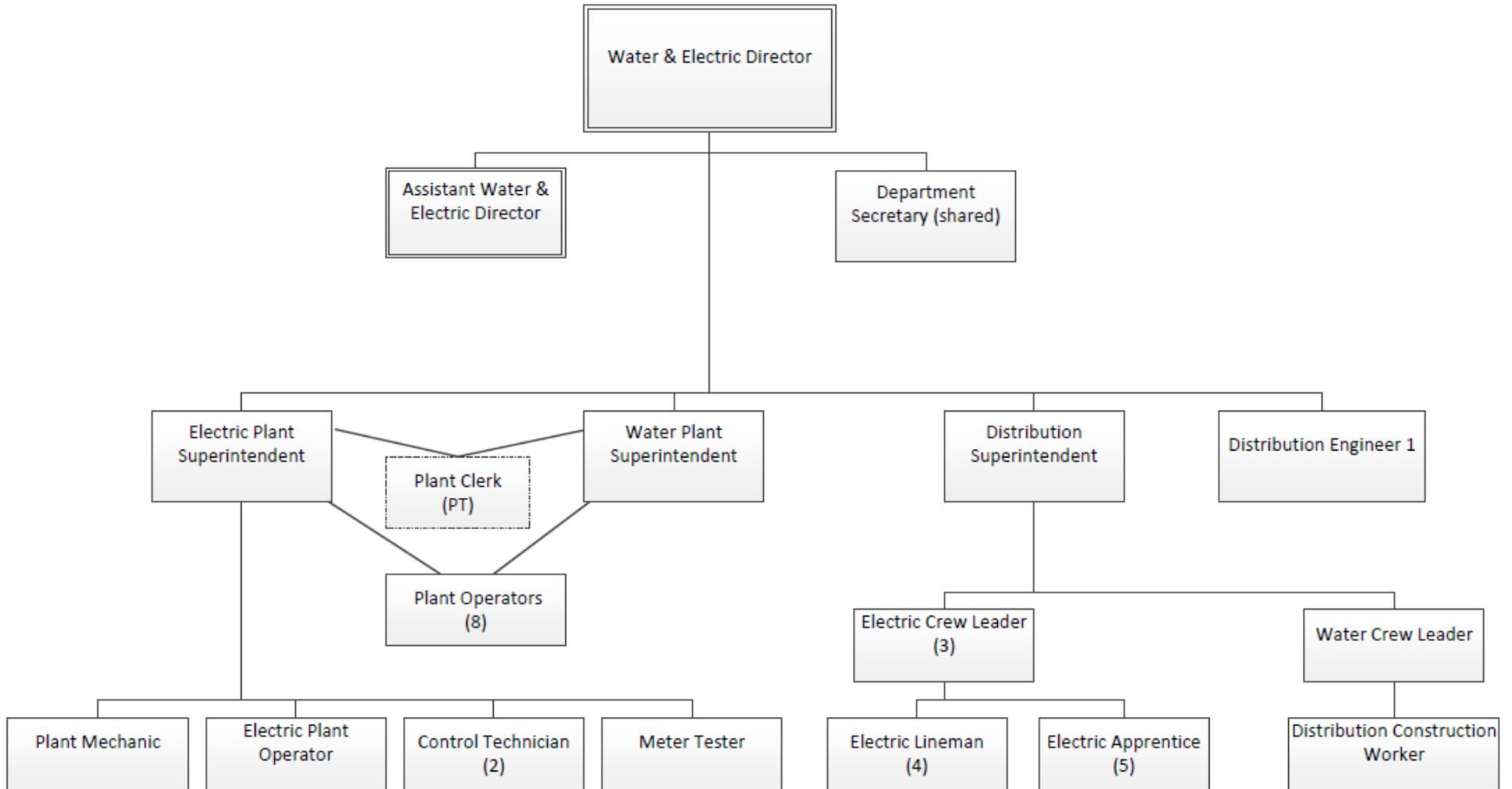
## Water Fund



■ Salaries and Benefits    
 ■ Services and Supplies    
 ■ Payment in Lieu of Taxes    
 ■ Capital Outlay

# Organizational Chart

## Village of Winnetka Water & Electric Department





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
REVENUE							
<u>Charges For Service</u>							
<u>Utilities- Electric, Water, Sewer, Refuse</u>							
520-446.05	Water Service Winnetka	2,903,472.00	2,861,378.00	2,642,833.00	2,546,897.00	(11)	(314,481.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 71,683 kcu.ft @ \$35.53				1.00	2,546,897.00	2,546,897.00
						Manager Totals	\$2,546,897.00
520-446.10	Water Service Northfield	564,124.00	533,794.00	550,222.00	514,706.00	(4)	(19,088.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 40,528 kcu.ft @ \$12.70				1.00	514,706.00	514,706.00
						Manager Totals	\$514,706.00
520-446.20	Water Service Unincorporated	526,050.00	477,035.00	459,873.00	484,023.00	1	6,988.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 7,620 kcu.ft @ \$63.52				1.00	484,023.00	484,023.00
						Manager Totals	\$484,023.00
520-446.30	Water Service Special	32,512.00	33,523.00	58,969.00	30,279.00	(10)	(3,244.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CY2017 Sales 1,137 kcu.ft @ \$26.63				1.00	30,279.00	30,279.00
						Manager Totals	\$30,279.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
520-446.60	Water Service Penalties	12,500.00	12,500.00	12,684.00	12,500.00		.00
520-446.65	Water Service Fees - Turn Off / Turn On	.00	.00	295.00	.00		.00
520-446.70	Water Service Miscellaneous	.00	.00	.00	.00		.00
520-446.81	Water Service Construction-Water Use	.00	.00	.00	.00		.00
520-446.82	Water Service Fees - Water Connection	80,000.00	80,000.00	56,000.00	80,000.00		.00
	<i>Utilities- Electric, Water, Sewer, Refuse Totals</i>	\$4,118,658.00	\$3,998,230.00	\$3,780,876.00	\$3,668,405.00	(8%)	(\$329,825.00)
	<i>Charges For Service Totals</i>	\$4,118,658.00	\$3,998,230.00	\$3,780,876.00	\$3,668,405.00	(8%)	(\$329,825.00)
 <b>Other Revenue</b>							
520-470	Property Sales	.00	.00	.00	.00		.00
520-474.10	Other Miscellaneous Donations	.00	.00	.00	.00		.00
520-474.90	Other Miscellaneous Income	.00	.00	839.00	1,000,000.00		1,000,000.00
 <b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	IEPA loan				1.00	1,000,000.00	1,000,000.00
						Manager Totals	\$1,000,000.00
	<i>Other Revenue Totals</i>	\$0.00	\$0.00	\$839.00	\$1,000,000.00	+++	\$1,000,000.00
 <b>Interest Income</b>							
520-460.05	Interest Interest on Investments	1,300.00	700.00	10,000.00	9,932.00	1,319	9,232.00
 <b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Interest income (\$1,324,248) * 0.75%				1.00	9,932.00	9,932.00
						Manager Totals	\$9,932.00
	<i>Interest Income Totals</i>	\$1,300.00	\$700.00	\$10,000.00	\$9,932.00	1319%	\$9,232.00
	<b>REVENUE TOTALS</b>	\$4,119,958.00	\$3,998,930.00	\$3,791,715.00	\$4,678,337.00	17%	\$679,407.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 60 - Water General</b>							
Division 01 - Department Wide							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
520.60.01-511	Regular Salaries	.00	.00	.00	.00		.00
520.60.01-512	Overtime Salaries	.00	.00	.00	.00		.00
520.60.01-513	Part Time Salaries	.00	.00	.00	.00		.00
520.60.01-515	Sick Cashed In	16,375.00	.00	.00	.00		.00
520.60.01-516	Holiday Salaries	.00	.00	.00	.00		.00
520.60.01-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	<b>\$16,375.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Benefits</b>							
520.60.01-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
520.60.01-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
520.60.01-522	Fringe Benefits - Medical / Dental Insurance	210.00	.00	.00	.00		.00
520.60.01-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	<b>\$210.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Pensions</b>							
520.60.01-523	Fringe Benefits - Medicare	237.00	.00	.00	.00		.00
520.60.01-524	Fringe Benefits - Social Security	1,015.00	.00	.00	.00		.00
520.60.01-525	Fringe Benefits - IMRF Pension Er Contribution	2,383.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	<b>\$3,635.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
	<i>Salary and Benefits Totals</i>	<b>\$20,220.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
Department 60 - Water General							
Division 01 - Department Wide							
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
520.60.01-550	Administrative Charges	562,800.00	562,800.00	562,800.00	562,800.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Administrative charges				12.00	46,900.00	562,800.00
Manager Totals							\$562,800.00
520.60.01-551	Consulting Services	.00	.00	.00	155,000.00		155,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Professional services - clearwell roof drain solution				1.00	45,000.00	45,000.00
Manager	Professional services - high lift pump surge tank design				1.00	60,000.00	60,000.00
Manager	Professional services - investigate feasibility of interconnect				1.00	50,000.00	50,000.00
Manager Totals							\$155,000.00
520.60.01-552	Engineering Services	87,720.00	72,720.00	70,000.00	500.00	(99)	(72,220.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Drafting / Autocad services				4.00	125.00	500.00
Manager Totals							\$500.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
Department 60 - Water General							
Division 01 - Department Wide							
520.60.01-555	GIS & Aerial Mapping	15,000.00	26,500.00	20,000.00	26,500.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Aerial photography				1.00	4,300.00	4,300.00
Manager	Ayres 17% of monthly charges				12.00	350.00	4,200.00
Manager	MGP GIS services 25% of monthly charges				12.00	1,500.00	18,000.00
						Manager Totals	\$26,500.00
520.60.01-556	Village Data Processing / Network Charge	8,500.00	8,500.00	8,500.00	8,508.00		8.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Computer charges				12.00	709.00	8,508.00
						Manager Totals	\$8,508.00
520.60.01-557	Technology Licensing & Maintenance	.00	.00	.00	2,850.00		2,850.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	AutoCAD (25% of \$4800 annual fee)				1.00	1,200.00	1,200.00
Manager	Emaint (maintenance management system)				1.50	1,100.00	1,650.00
						Manager Totals	\$2,850.00
520.60.01-559	Drainage	.00	.00	.00	.00		.00
520.60.01-561	Safety	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 60 - Water General</b>							
<b>Division 01 - Department Wide</b>							
520.60.01-563	Telephone Service	16,000.00	12,872.00	8,213.00	16,800.00	31	3,928.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	847-R06-**** (AT&T data) Northfield-Wilmette water circuit				12.00	1,000.00	12,000.00
Manager	Monthly PRI share (Comcast)				12.00	400.00	4,800.00
Manager Totals							\$16,800.00
520.60.01-564	Cell Phones & Radios	.00	.00	.00	.00		.00
520.60.01-568	Utilities	185,890.00	183,961.00	165,000.00	184,710.00		749.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	High lift pumps electric				1.00	96,500.00	96,500.00
Manager	Reservoir electric				1.00	23,000.00	23,000.00
Manager	Reservoir natural gas				1.00	7,300.00	7,300.00
Manager	Storm water utility (1/2 split with Electric)				12.00	252.18	3,026.00
Manager	Water Plant electric				1.00	35,500.00	35,500.00
Manager	Water Plant natural gas & heat				1.00	17,500.00	17,500.00
Manager	Wilmette interconnect - ComEd electric				12.00	157.00	1,884.00
Manager Totals							\$184,710.00
520.60.01-570	Repair & Maintenance - Buildings	10,000.00	10,000.00	10,000.00	10,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Building maintenance				1.00	5,000.00	5,000.00
Manager	Misc. cleaning and maintenance supplies				1.00	5,000.00	5,000.00
Manager Totals							\$10,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
Fund 520 - Water Fund								
Department 60 - Water General								
Division 01 - Department Wide								
520.60.01-572	Repair & Maintenance - Landscape	.00	.00	.00	.00		.00	
520.60.01-574	Vehicle Maint Service Charge	23,505.00	25,260.00	25,260.00	26,700.00	6	1,440.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Fleet maintenance					1.00	26,700.00	26,700.00
Manager Totals							\$26,700.00	
520.60.01-575	Rental - Office Equipment	.00	.00	.00	.00		.00	
520.60.01-576	Rental - Machinery	.00	.00	.00	.00		.00	
520.60.01-577	Rental - Other	.00	.00	.00	.00		.00	
520.60.01-580	Memberships & Publications	325.00	325.00	325.00	350.00	8	25.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Bid/RFP notices					5.00	70.00	350.00
Manager Totals							\$350.00	
520.60.01-581	Training & Travel	7,500.00	7,500.00	7,000.00	3,000.00	(60)	(4,500.00)	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	IMUA safety meetings (25% of \$6000)					1.00	1,500.00	1,500.00
Manager	KYPipe hydraulic modeling training					1.00	1,500.00	1,500.00
Manager Totals							\$3,000.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
Fund 520 - Water Fund								
Department 60 - Water General								
Division 01 - Department Wide								
520.60.01-582	Tuition Assistance	.00	.00	.00	.00		.00	
520.60.01-583	Property Insurance	41,000.00	41,000.00	41,000.00	41,000.00		.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Property insurance					1.00	41,000.00	41,000.00
							Manager Totals	\$41,000.00
<i>Services &amp; Charges Totals</i>		\$958,240.00	\$951,438.00	\$918,098.00	\$1,038,718.00	9%	\$87,280.00	
<b>Supplies</b>								
520.60.01-531	Office Supplies - General	2,000.00	2,000.00	3,500.00	5,000.00	150	3,000.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Office supplies and misc. requirements					1.00	5,000.00	5,000.00
							Manager Totals	\$5,000.00
520.60.01-532	Computer Equipment	2,500.00	2,500.00	2,500.00	1,000.00	(60)	(1,500.00)	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Replacement of MXL2141S20 workstation					1.00	500.00	500.00
Manager	Replacement of MXL3101D7W workstation					1.00	500.00	500.00
							Manager Totals	\$1,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 60 - Water General</b>							
<b>Division 01 - Department Wide</b>							
520.60.01-537	Uniforms	250.00	250.00	250.00	.00	(100)	(250.00)
520.60.01-540	Other Operating Supplies	.00	.00	.00	5,750.00		5,750.00

**Budget Transactions**

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	AED maintenance	1.00	250.00	250.00
Manager	Cross control customer survey (IEPA required, every 2 years)	1.00	5,000.00	5,000.00
Manager	Freight and postage	1.00	500.00	500.00
<b>Manager Totals</b>				<b>\$5,750.00</b>

520.60.01-542	Vehicles, Parts and Equipment	9,900.00	9,900.00	1,000.00	22,000.00	122	12,100.00
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**Budget Transactions**

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Arrow board trailer	1.00	6,000.00	6,000.00
Manager	Truck 58 (50%): replace body & lift gate	1.00	8,500.00	8,500.00
Manager	Truck 61 (50%): transfer dump body and refurbish cab	1.00	7,500.00	7,500.00
<b>Manager Totals</b>				<b>\$22,000.00</b>

<i>Supplies Totals</i>	\$14,650.00	\$14,650.00	\$7,250.00	\$33,750.00	130%	\$19,100.00
<i>Services and Supplies Totals</i>	\$972,890.00	\$966,088.00	\$925,348.00	\$1,072,468.00	11%	\$106,380.00

**Capital Outlay**

520.60.01-615	Buildings & Structures	.00	.00	.00	.00		.00
520.60.01-625	Heavy Machinery	.00	35,000.00	33,731.00	.00	(100)	(35,000.00)
520.60.01-630	Motor Vehicles	77,550.00	.00	76,454.00	.00		.00
<i>Capital Outlay Totals</i>		\$77,550.00	\$35,000.00	\$110,185.00	\$0.00	(100%)	(\$35,000.00)

**Insurance and Other Chargebacks**

520.60.01-530	Liability Insurance	.00	.00	.00	.00		.00
<i>Insurance and Other Chargebacks Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
Department 60 - Water General							
Division 01 - Department Wide							
<u>Depreciation Expense</u>							
520.60.01-800	Depreciation	.00	.00	.00	.00		.00
	<i>Depreciation Expense Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<u>Transfers</u>							
520.60.01-900	Interfund Transfers - Payment in Lieu of Taxes	.00	.00	.00	.00		.00
520.60.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Division	<b>01 - Department Wide Totals</b>	\$1,070,660.00	\$1,001,088.00	\$1,035,533.00	\$1,072,468.00	7%	\$71,380.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
Department 60 - Water General							
Division 10 - Administration							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
520.60.10-511	Regular Salaries	165,257.00	155,054.00	140,000.00	133,493.00	(14)	(21,561.00)
<i>Position Transactions</i>							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		301601 - Administrative Secretary		Earnings		12,047.00
	Manager		500101 - Water & Electric Director		Earnings		53,054.00
	Manager		500202 - Assistant W&E Director		Earnings		39,765.00
	Manager		501302 - Distribution Engineer 1		Earnings		28,627.00
						Manager Totals	\$133,493.00
520.60.10-512	Overtime Salaries	.00	.00	8.00	.00		.00
520.60.10-513	Part Time Salaries	.00	.00	.00	4,030.00		4,030.00
520.60.10-515	Sick Cashed In	.00	260.00	1,760.00	3,210.00	1,135	2,950.00
520.60.10-518	Other Compensation	2,785.00	825.00	1,414.00	825.00		.00
	<i>Employee Pay Totals</i>	\$168,042.00	\$156,139.00	\$143,182.00	\$141,558.00	(9%)	(\$14,581.00)
<b>Benefits</b>							
520.60.10-521	Fringe Benefits - Worker's Compensation	61,546.00	61,546.00	61,546.00	61,565.00		19.00
520.60.10-522	Fringe Benefits - Medical / Dental Insurance	16,728.00	20,902.00	19,000.00	19,207.00	(8)	(1,695.00)
520.60.10-528	Fringe Benefits - Life Insurance	101.00	82.00	114.00	103.00	26	21.00
	<i>Benefits Totals</i>	\$78,375.00	\$82,530.00	\$80,660.00	\$80,875.00	(2%)	(\$1,655.00)
<b>Pensions</b>							
520.60.10-523	Fringe Benefits - Medicare	2,425.00	2,264.00	2,100.00	2,053.00	(9)	(211.00)
520.60.10-525	Fringe Benefits - IMRF Pension Er Contribution	24,330.00	22,393.00	21,000.00	18,665.00	(17)	(3,728.00)
	<i>Pensions Totals</i>	\$26,755.00	\$24,657.00	\$23,100.00	\$20,718.00	(16%)	(\$3,939.00)
	<i>Salary and Benefits Totals</i>	\$273,172.00	\$263,326.00	\$246,942.00	\$243,151.00	(8%)	(\$20,175.00)
	Division 10 - Administration Totals	\$273,172.00	\$263,326.00	\$246,942.00	\$243,151.00	(8%)	(\$20,175.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 60 - Water General</b>							
Division 21 - Engineering							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
520.60.21-511	Regular Salaries	.00	.00	.00	.00		.00
520.60.21-512	Overtime Salaries	.00	.00	.00	.00		.00
520.60.21-515	Sick Cashed In	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
	<i>Salary and Benefits Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
520.60.21-555	GIS & Aerial Mapping	.00	.00	.00	.00		.00
	<i>Services &amp; Charges Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
<b>Supplies</b>							
520.60.21-540	Other Operating Supplies	8,500.00	5,000.00	5,000.00	5,000.00		.00
	<i>Supplies Totals</i>	<u>\$8,500.00</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	0%	<u>\$0.00</u>
	<i>Services and Supplies Totals</i>	<u>\$8,500.00</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	0%	<u>\$0.00</u>
	Division 21 - Engineering Totals	<u>\$8,500.00</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	0%	<u>\$0.00</u>
	Department 60 - Water General Totals	<u>\$1,352,332.00</u>	<u>\$1,269,414.00</u>	<u>\$1,287,475.00</u>	<u>\$1,320,619.00</u>	4%	<u>\$51,205.00</u>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
Department 61 - Water Plant							
Division 40 - Water Plant							

**EXPENSE**

**Salary and Benefits**

**Employee Pay**

520.61.40-511	Regular Salaries	413,173.00	519,712.00	518,239.00	535,882.00	3	16,170.00
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Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	500501 - Water Plant Superintendent	Earnings		121,913.00
Manager	501001 - E & W Plant Operator	Earnings		49,618.00
Manager	501002 - E & W Plant Operator	Earnings		49,617.00
Manager	501003 - E & W Plant Operator	Earnings		49,617.00
Manager	501004 - E & W Plant Operator	Earnings		48,219.00
Manager	501005 - E & W Plant Operator	Earnings		46,665.00
Manager	501006 - E & W Plant Operator	Earnings		46,557.00
Manager	501007 - E & W Plant Operator	Earnings		39,377.00
Manager	501008 - E & W Plant Operator	Earnings		40,595.00
Manager	501502 - Electric Plant Operator Only	Earnings		43,704.00
<b>Manager Totals</b>				<b>\$535,882.00</b>

520.61.40-512	Overtime Salaries	11,665.00	11,653.00	13,096.00	17,787.00	53	6,134.00
520.61.40-515	Sick Cashed In	.00	1,315.00	1,315.00	3,002.00	128	1,687.00
<i>Employee Pay Totals</i>		<b>\$424,838.00</b>	<b>\$532,680.00</b>	<b>\$532,650.00</b>	<b>\$556,671.00</b>	<b>5%</b>	<b>\$23,991.00</b>

**Benefits**

520.61.40-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
520.61.40-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
520.61.40-522	Fringe Benefits - Medical / Dental Insurance	73,627.00	95,748.00	95,159.00	99,847.00	4	4,099.00
520.61.40-528	Fringe Benefits - Life Insurance	294.00	388.00	400.00	483.00	24	95.00
<i>Benefits Totals</i>		<b>\$73,921.00</b>	<b>\$96,136.00</b>	<b>\$95,559.00</b>	<b>\$100,330.00</b>	<b>4%</b>	<b>\$4,194.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 61 - Water Plant</b>							
<b>Division 40 - Water Plant</b>							
<b><u>Pensions</u></b>							
520.61.40-523	Fringe Benefits - Medicare	6,162.00	7,724.00	7,372.00	8,072.00	5	348.00
520.61.40-524	Fringe Benefits - Social Security	26,182.00	32,586.00	31,522.00	33,966.00	4	1,380.00
520.61.40-525	Fringe Benefits - IMRF Pension Er Contribution	61,815.00	76,390.00	76,300.00	75,543.00	(1)	(847.00)
520.61.40-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
520.61.40-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
<i>Pensions Totals</i>		\$94,159.00	\$116,700.00	\$115,194.00	\$117,581.00	1%	\$881.00
<i>Salary and Benefits Totals</i>		\$592,918.00	\$745,516.00	\$743,403.00	\$774,582.00	4%	\$29,066.00
<b><u>Services and Supplies</u></b>							
<b><u>Services &amp; Charges</u></b>							
520.61.40-567	Operations & Maintenance	121,200.00	98,200.00	87,763.00	113,300.00	15	15,100.00

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Manager	Bearings, couplings, grease, service		1.00	2,000.00	2,000.00	
Manager	Chlorine safety equipment		1.00	5,000.00	5,000.00	
Manager	Intake camera inspection		1.00	15,000.00	15,000.00	
Manager	Intake inspection and cleaning with new door		1.00	10,000.00	10,000.00	
Manager	Maintenance commodities		1.00	24,000.00	24,000.00	
Manager	Motor vibration testing		1.00	1,500.00	1,500.00	
Manager	Operations commodities		1.00	23,000.00	23,000.00	
Manager	QEI RTU maintenance		1.00	2,800.00	2,800.00	
Manager	Water Plant MWRD		1.00	30,000.00	30,000.00	
					<b>Manager Totals</b>	<b>\$113,300.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
Department 61 - Water Plant							
Division 40 - Water Plant							
520.61.40-581	Training & Travel	.00	.00	.00	9,000.00		9,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Certification classes for Water Plant				1.00	3,500.00	3,500.00
Manager	Chlorine safety training				1.00	3,500.00	3,500.00
Manager	Water Plant Operator Training				1.00	2,000.00	2,000.00
						Manager Totals	\$9,000.00
	<i>Services &amp; Charges Totals</i>	\$121,200.00	\$98,200.00	\$87,763.00	\$122,300.00	25%	\$24,100.00
<b>Supplies</b>							
520.61.40-535	Lab & Chemicals	173,775.00	178,575.00	121,000.00	183,575.00	3	5,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Laboratory requirements				1.00	12,875.00	12,875.00
Manager	LT2 Testing				1.00	5,000.00	5,000.00
Manager	PDC/McHenry Labs				1.00	5,700.00	5,700.00
Manager	Purification chemicals				1.00	160,000.00	160,000.00
						Manager Totals	\$183,575.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 61 - Water Plant</b>							
<b>Division 40 - Water Plant</b>							
520.61.40-537	Uniforms	2,535.00	6,035.00	6,035.00	665.00	(89)	(5,370.00)
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Flame resistant uniform (supt)				1.00	250.00	250.00
Manager	Safety glasses (supt)				1.00	175.00	175.00
Manager	Safety shoes (supt)				1.00	115.00	115.00
Manager	Winter flame resistant clothing (supt)				1.00	125.00	125.00
	<b>Manager Totals</b>						<b>\$665.00</b>
	<i>Supplies Totals</i>	<b>\$176,310.00</b>	<b>\$184,610.00</b>	<b>\$127,035.00</b>	<b>\$184,240.00</b>	<b>0%</b>	<b>(\$370.00)</b>
	<i>Services and Supplies Totals</i>	<b>\$297,510.00</b>	<b>\$282,810.00</b>	<b>\$214,798.00</b>	<b>\$306,540.00</b>	<b>8%</b>	<b>\$23,730.00</b>
<b>Capital Outlay</b>							
520.61.40-610	Capital Salaries	.00	.00	.00	.00		.00
520.61.40-620	Improvements Other Than Buildings	165,000.00	240,000.00	192,000.00	135,000.00	(44)	(105,000.00)
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Raw Water Intake Maintenance				1.00	135,000.00	135,000.00
	<b>Manager Totals</b>						<b>\$135,000.00</b>
520.61.40-625	Heavy Machinery	20,000.00	.00	.00	.00		.00
	<i>Capital Outlay Totals</i>	<b>\$185,000.00</b>	<b>\$240,000.00</b>	<b>\$192,000.00</b>	<b>\$135,000.00</b>	<b>(44%)</b>	<b>(\$105,000.00)</b>
	<b>Division 40 - Water Plant Totals</b>	<b>\$1,075,428.00</b>	<b>\$1,268,326.00</b>	<b>\$1,150,201.00</b>	<b>\$1,216,122.00</b>	<b>(4%)</b>	<b>(\$52,204.00)</b>
	<b>Department 61 - Water Plant Totals</b>	<b>\$1,075,428.00</b>	<b>\$1,268,326.00</b>	<b>\$1,150,201.00</b>	<b>\$1,216,122.00</b>	<b>(4%)</b>	<b>(\$52,204.00)</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 62 - Water Distribution</b>							
<b>Division 30 - General Distribution</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
520.62.30-511	Regular Salaries	78,465.00	135,818.00	106,000.00	129,417.00	(5)	(6,401.00)
Position Transactions							
<i>Level</i>	<i>Position</i>						<i>Total Amount</i>
Manager	500601 - Distribution Superintendent			Earnings			40,121.00
Manager	501601 - Water Distribution Supervisor			Earnings			36,440.00
Manager	501801 - Meter Tester			Earnings			27,776.00
Manager	501901 - Distribution Construction Worker			Earnings			25,080.00
Manager Totals							\$129,417.00
520.62.30-512	Overtime Salaries	142,785.00	160,296.00	51,200.00	142,609.00	(11)	(17,687.00)
520.62.30-513	Part Time Salaries	.00	.00	.00	4,000.00		4,000.00
Position Transactions							
<i>Level</i>	<i>Position</i>						<i>Total Amount</i>
Manager	502301 - Hydrant Intern			Earnings			4,000.00
Manager Totals							\$4,000.00
520.62.30-515	Sick Cashed In	.00	.00	.00	.00		.00
520.62.30-516	Holiday Salaries	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		\$221,250.00	\$296,114.00	\$157,200.00	\$276,026.00	(7%)	(\$20,088.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 62 - Water Distribution</b>							
<b>Division 30 - General Distribution</b>							
<b>Benefits</b>							
520.62.30-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
520.62.30-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
520.62.30-522	Fringe Benefits - Medical / Dental Insurance	14,807.00	21,245.00	19,382.00	25,906.00	22	4,661.00
520.62.30-528	Fringe Benefits - Life Insurance	78.00	91.00	91.00	122.00	34	31.00
	<i>Benefits Totals</i>	<b>\$14,885.00</b>	<b>\$21,336.00</b>	<b>\$19,473.00</b>	<b>\$26,028.00</b>	<b>22%</b>	<b>\$4,692.00</b>
<b>Pensions</b>							
520.62.30-523	Fringe Benefits - Medicare	3,650.00	4,294.00	2,300.00	4,004.00	(7)	(290.00)
520.62.30-524	Fringe Benefits - Social Security	13,616.00	13,499.00	9,600.00	12,715.00	(6)	(784.00)
520.62.30-525	Fringe Benefits - IMRF Pension Er Contribution	36,630.00	42,467.00	23,000.00	36,923.00	(13)	(5,544.00)
	<i>Pensions Totals</i>	<b>\$53,896.00</b>	<b>\$60,260.00</b>	<b>\$34,900.00</b>	<b>\$53,642.00</b>	<b>(11%)</b>	<b>(\$6,618.00)</b>
	<i>Salary and Benefits Totals</i>	<b>\$290,031.00</b>	<b>\$377,710.00</b>	<b>\$211,573.00</b>	<b>\$355,696.00</b>	<b>(6%)</b>	<b>(\$22,014.00)</b>
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
520.62.30-567	Operations & Maintenance	87,000.00	94,500.00	.00	87,000.00	(8)	(7,500.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Backfill material - crushed stone				10.00	1,500.00	15,000.00
Manager	Backfill material - gravel				1.00	25,000.00	25,000.00
Manager	Backfill material - sand				10.00	1,000.00	10,000.00
Manager	Cold Patch				8.00	500.00	4,000.00
Manager	Landscaping / asphalt repairs				60.00	300.00	18,000.00
Manager	Spoil removal & disposal				1.00	15,000.00	15,000.00
	<b>Manager Totals</b>						<b>\$87,000.00</b>
520.62.30-569	Repair & Maintenance - Mach & Equip	10,000.00	10,000.00	.00	.00	(100)	(10,000.00)
520.62.30-570	Repair & Maintenance - Buildings	.00	.00	.00	.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 62 - Water Distribution</b>							
<b>Division 30 - General Distribution</b>							
520.62.30-581	Training & Travel	.00	.00	.00	2,000.00		2,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Training water crews				1.00	2,000.00	2,000.00
						Manager Totals	\$2,000.00
<i>Services &amp; Charges Totals</i>		\$97,000.00	\$104,500.00	\$0.00	\$89,000.00	(15%)	(\$15,500.00)
<b>Supplies</b>							
520.62.30-537	Uniforms	3,983.00	3,983.00	3,983.00	3,060.00	(23)	(923.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Flame resistant uniform				2.00	60.00	120.00
Manager	Flame resistant uniform rental (2 persons with 11 sets)				52.00	30.00	1,560.00
Manager	Safety glasses				2.00	175.00	350.00
Manager	Safety shoes				2.00	115.00	230.00
Manager	Winter flame resistant clothing				2.00	400.00	800.00
						Manager Totals	\$3,060.00
520.62.30-540	Other Operating Supplies	.00	.00	.00	9,780.00		9,780.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CDL licenses				1.00	30.00	30.00
Manager	Inverted marking paint and marking flags				250.00	3.00	750.00
Manager	JULIE annual assessment (50%)				1.00	3,000.00	3,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
Department 62 - Water Distribution							
Division 30 - General Distribution							
	Manager					1.00	500.00
							500.00
	Manager					1.00	5,000.00
							5,000.00
	Manager					2.00	250.00
							500.00
							Manager Totals
							\$9,780.00
520.62.30-548	Other Small Tools & Equipment	.00	.00	.00	8,500.00		8,500.00
Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
							<i>Total Amount</i>
	Manager					1.00	5,000.00
							5,000.00
	Manager					1.00	3,500.00
							3,500.00
							Manager Totals
							\$8,500.00
	<i>Supplies Totals</i>	\$3,983.00	\$3,983.00	\$3,983.00	\$21,340.00	436%	\$17,357.00
	<i>Services and Supplies Totals</i>	\$100,983.00	\$108,483.00	\$3,983.00	\$110,340.00	2%	\$1,857.00
Division	<b>30 - General Distribution</b> Totals	\$391,014.00	\$486,193.00	\$215,556.00	\$466,036.00	(4%)	(\$20,157.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
Department 62 - Water Distribution							
Division 35 - Meters							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
520.62.35-511	Regular Salaries	.00	.00	.00	.00		.00
520.62.35-512	Overtime Salaries	.00	.00	.00	.00		.00
520.62.35-515	Sick Cashed In	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Salary and Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
520.62.35-567	Operations & Maintenance	46,700.00	47,500.00	47,500.00	47,500.00		.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	New wholesale water meter				1.00	7,500.00	7,500.00
Manager	Water meter parts				1.00	3,000.00	3,000.00
Manager	Water meters - new & replacements				1.00	37,000.00	37,000.00
						<i>Manager Totals</i>	\$47,500.00
<i>Services &amp; Charges Totals</i>		\$46,700.00	\$47,500.00	\$47,500.00	\$47,500.00	0%	\$0.00
<i>Services and Supplies Totals</i>		\$46,700.00	\$47,500.00	\$47,500.00	\$47,500.00	0%	\$0.00
<b>Capital Outlay</b>							
520.62.35-610	Capital Salaries	.00	.00	.00	.00		.00
520.62.35-660	Distribution System	.00	.00	.00	.00		.00
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Division 35 - Meters Totals		\$46,700.00	\$47,500.00	\$47,500.00	\$47,500.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 62 - Water Distribution</b>							
<b>Division 41 - Water Mains</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
520.62.41-511	Regular Salaries	.00	.00	.00	.00		.00
520.62.41-512	Overtime Salaries	.00	.00	.00	.00		.00
520.62.41-515	Sick Cashed In	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Benefits</b>							
520.62.41-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
520.62.41-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
520.62.41-522	Fringe Benefits - Medical / Dental Insurance	7,254.00	16,481.00	9,000.00	21,689.00	32	5,208.00
520.62.41-528	Fringe Benefits - Life Insurance	37.00	.00	40.00	.00		.00
<i>Benefits Totals</i>		\$7,291.00	\$16,481.00	\$9,040.00	\$21,689.00	32%	\$5,208.00
<b>Pensions</b>							
520.62.41-523	Fringe Benefits - Medicare	747.00	1,234.00	900.00	1,090.00	(12)	(144.00)
520.62.41-524	Fringe Benefits - Social Security	3,193.00	5,278.00	3,500.00	4,662.00	(12)	(616.00)
520.62.41-525	Fringe Benefits - IMRF Pension Er Contribution	7,492.00	12,206.00	7,500.00	10,204.00	(16)	(2,002.00)
<i>Pensions Totals</i>		\$11,432.00	\$18,718.00	\$11,900.00	\$15,956.00	(15%)	(\$2,762.00)
<i>Salary and Benefits Totals</i>		\$18,723.00	\$35,199.00	\$20,940.00	\$37,645.00	7%	\$2,446.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
520.62.41-567	Operations & Maintenance	147,912.00	147,912.00	125,000.00	147,912.00		.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Contractor resources - maintenance (valves, main breaks)	1.00	40,000.00	40,000.00
Manager	Fire hydrants	2.00	2,246.00	4,492.00
Manager	Hydrant antifreeze	9.00	550.00	4,950.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>Department 62 - Water Distribution</b>							
<b>Division 41 - Water Mains</b>							
Manager	Hydrant painting					170.00	81.00
Manager	Hydrant parts					1.00	2,500.00
Manager	Leak location services					14.00	800.00
Manager	Manhole covers, frames, vaults					1.00	10,000.00
Manager	Repair sleeves, fittings, pipe					1.00	45,000.00
Manager	System leak detection inspection					2.00	8,000.00
<b>Manager Totals</b>							<b>\$147,912.00</b>
<i>Services &amp; Charges Totals</i>		<b>\$147,912.00</b>	<b>\$147,912.00</b>	<b>\$125,000.00</b>	<b>\$147,912.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Services and Supplies Totals</i>		<b>\$147,912.00</b>	<b>\$147,912.00</b>	<b>\$125,000.00</b>	<b>\$147,912.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>Capital Outlay</b>							
520.62.41-610	Capital Salaries	82,000.00	85,106.00	85,106.00	75,191.00	(12)	(9,915.00)
520.62.41-660	Distribution System	521,525.00	502,525.00	285,000.00	932,525.00	86	430,000.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
Manager	Install sectionalizing valves					9.00	5,725.00
Manager	Line water main at Willow Road railroad crossing					1.00	180,000.00
Manager	Water main replacement on Asbury Ave. (Grove to Lake)					1.00	327,000.00
Manager	Water main replacement on Cherry St. (Birch/Ridge)					1.00	374,000.00
<b>Manager Totals</b>							<b>\$932,525.00</b>
<i>Capital Outlay Totals</i>		<b>\$603,525.00</b>	<b>\$587,631.00</b>	<b>\$370,106.00</b>	<b>\$1,007,716.00</b>	<b>71%</b>	<b>\$420,085.00</b>
Division	<b>41 - Water Mains Totals</b>	<b>\$770,160.00</b>	<b>\$770,742.00</b>	<b>\$516,046.00</b>	<b>\$1,193,273.00</b>	<b>55%</b>	<b>\$422,531.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
Fund 520 - Water Fund								
Department 62 - Water Distribution								
Division 42 - Water Reservoir								
<b>EXPENSE</b>								
<b>Salary and Benefits</b>								
<b>Employee Pay</b>								
520.62.42-511	Regular Salaries	.00	.00	.00	.00		.00	
520.62.42-512	Overtime Salaries	.00	.00	.00	.00		.00	
520.62.42-515	Sick Cashed In	.00	.00	.00	.00		.00	
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
<b>Services and Supplies</b>								
<b>Services &amp; Charges</b>								
520.62.42-567	Operations & Maintenance	27,850.00	14,850.00	14,850.00	44,900.00	202	30,050.00	
<b>Budget Transactions</b>								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	4,000.00	4,000.00
	Manager					1.00	900.00	900.00
	Manager					1.00	40,000.00	40,000.00
							Manager Totals	\$44,900.00
	<i>Services &amp; Charges Totals</i>	\$27,850.00	\$14,850.00	\$14,850.00	\$44,900.00	202%	\$30,050.00	
	<i>Services and Supplies Totals</i>	\$27,850.00	\$14,850.00	\$14,850.00	\$44,900.00	202%	\$30,050.00	
<b>Capital Outlay</b>								
520.62.42-610	Capital Salaries	.00	.00	.00	.00		.00	
520.62.42-660	Distribution System	.00	.00	.00	.00		.00	
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
	Division 42 - Water Reservoir Totals	\$27,850.00	\$14,850.00	\$14,850.00	\$44,900.00	202%	\$30,050.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 520 - Water Fund							
Department 62 - Water Distribution							
Division 43 - Water Services							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
520.62.43-511	Regular Salaries	.00	.00	.00	.00		.00
520.62.43-512	Overtime Salaries	.00	.00	.00	.00		.00
520.62.43-515	Sick Cashed In	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
520.62.43-567	Operations & Maintenance	93,050.00	93,050.00	31,000.00	70,550.00	(24)	(\$22,500.00)
<b>Budget Transactions</b>							
	<i>Level</i>	<i>Transaction</i>		<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Manager	Contractor resources - repair of water services		1.00	40,000.00		40,000.00
	Manager	Corp. stops, valves, curb boxes		1.00	20,000.00		20,000.00
	Manager	Repair fittings		50.00	211.00		10,550.00
						Manager Totals	\$70,550.00
		<i>Services &amp; Charges Totals</i>	\$93,050.00	\$93,050.00	\$31,000.00	\$70,550.00	(24%) (\$22,500.00)
		<i>Services and Supplies Totals</i>	\$93,050.00	\$93,050.00	\$31,000.00	\$70,550.00	(24%) (\$22,500.00)
	Division 43 - Water Services	Totals	\$93,050.00	\$93,050.00	\$31,000.00	\$70,550.00	(24%) (\$22,500.00)
	Department 62 - Water Distribution	Totals	\$1,328,774.00	\$1,412,335.00	\$824,952.00	\$1,822,259.00	29% \$409,924.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 520 - Water Fund</b>							
<b>EXPENSE</b>							
<b>Department 88 - Depreciation</b>							
Division 01 - Department Wide							
<b>Depreciation Expense</b>							
520.88.01-800	Depreciation	440,000.00	440,000.00	440,000.00	440,000.00		.00
	<i>Depreciation Expense Totals</i>	<u>\$440,000.00</u>	<u>\$440,000.00</u>	<u>\$440,000.00</u>	<u>\$440,000.00</u>	0%	\$0.00
	Division 01 - Department Wide Totals	<u>\$440,000.00</u>	<u>\$440,000.00</u>	<u>\$440,000.00</u>	<u>\$440,000.00</u>	0%	\$0.00
	Department 88 - Depreciation Totals	<u>\$440,000.00</u>	<u>\$440,000.00</u>	<u>\$440,000.00</u>	<u>\$440,000.00</u>	0%	\$0.00
<b>Department 99 - Transfers</b>							
Division 01 - Department Wide							
<b>Transfers</b>							
520.99.01-900	Interfund Transfers - Payment in Lieu of Taxes	262,160.00	276,560.00	276,560.00	276,560.00		.00
<b>Budget Transactions</b>							
	<i>Level</i>	<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager	Payment in Lieu of Taxes (Frozen @ 2015)			1.00	276,560.00	276,560.00
						Manager Totals	<u>\$276,560.00</u>
520.99.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	<u>\$262,160.00</u>	<u>\$276,560.00</u>	<u>\$276,560.00</u>	<u>\$276,560.00</u>	0%	\$0.00
	Division 01 - Department Wide Totals	<u>\$262,160.00</u>	<u>\$276,560.00</u>	<u>\$276,560.00</u>	<u>\$276,560.00</u>	0%	\$0.00
	Department 99 - Transfers Totals	<u>\$262,160.00</u>	<u>\$276,560.00</u>	<u>\$276,560.00</u>	<u>\$276,560.00</u>	0%	\$0.00
	<b>EXPENSE TOTALS</b>	<u>\$4,458,694.00</u>	<u>\$4,666,635.00</u>	<u>\$3,979,188.00</u>	<u>\$5,075,560.00</u>	9%	\$408,925.00
	Fund 520 - Water Fund Totals						
	<b>REVENUE TOTALS</b>	<u>\$4,119,958.00</u>	<u>\$3,998,930.00</u>	<u>\$3,791,715.00</u>	<u>\$4,678,337.00</u>	17%	\$679,407.00
	<b>EXPENSE TOTALS</b>	<u>\$4,458,694.00</u>	<u>\$4,666,635.00</u>	<u>\$3,979,188.00</u>	<u>\$5,075,560.00</u>	9%	\$408,925.00
	Fund 520 - Water Fund Totals	<u>(\$338,736.00)</u>	<u>(\$667,705.00)</u>	<u>(\$187,473.00)</u>	<u>(\$397,223.00)</u>	(41%)	\$270,482.00

# DEPARTMENT NARRATIVE

## SANITARY SEWER

### Mission Statement/Purpose

The Public Works Department is responsible for operating the Village Sanitary Sewer System, which includes 246,955 lineal feet of sewer main, 1,131 manholes, and a sanitary lift station.

The budget includes Infiltration/Inflow (I/I) monitoring funds and contingency funds for contracting out point repairs, to allow a greater focus of in-house staff on cleaning and maintenance activities. The continuation of rodent control and root foaming activities are included as normal cleaning and maintenance operations. Operating transfers to the General Fund to cover administrative expenses are expected to increase annually at the overall Village guidelines for cost control.

### Current Year Department Accomplishments

- Performed over 80 detailed residential inspections for flood protection assistance and property protection advice following the July 2016 rainfall event. Staff identified numerous defects on private properties and provided homeowners with increased understanding on how homes connect to the Village's system.
- Installation of new control cabinet and pump enhancements for the Sheridan Road Lift Station. Work performed in coordination with the IDOT roadway improvement program.
- Continued to locate and eliminate cross connections that allow sewer cross-contamination to storm sewers.
- Installed trenchless liner to repair identified section of sewers which were selected as part of 2016 Street Rehab Program; Tower/Lincoln, Oak and Chestnut.
- Re-activated Sewer Backup Prevention Program to partner with homeowners in installing anti-backup devices or overhead sewer retrofits.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **2.95**

FY 2016 FTEs: **2.95**

FY 2015 FTEs: **3.05**

FY 2014 FTEs: **2.5**

Proposed FY 2017 Cost of Salaries and Benefits: **\$375,914**

Projected FY 2016 Cost of Salaries and Benefits: **\$361,234**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$335,892**

Actual FY 2015 Cost of Salaries and Benefits: **\$281,598**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **11.9%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$547,806**

FY 2016 Services and Supplies Budget: **\$410,008**

FY 2015 Services and Supplies Budget: **\$425,902**

FY 2014 Services and Supplies Budget: **\$423,902**

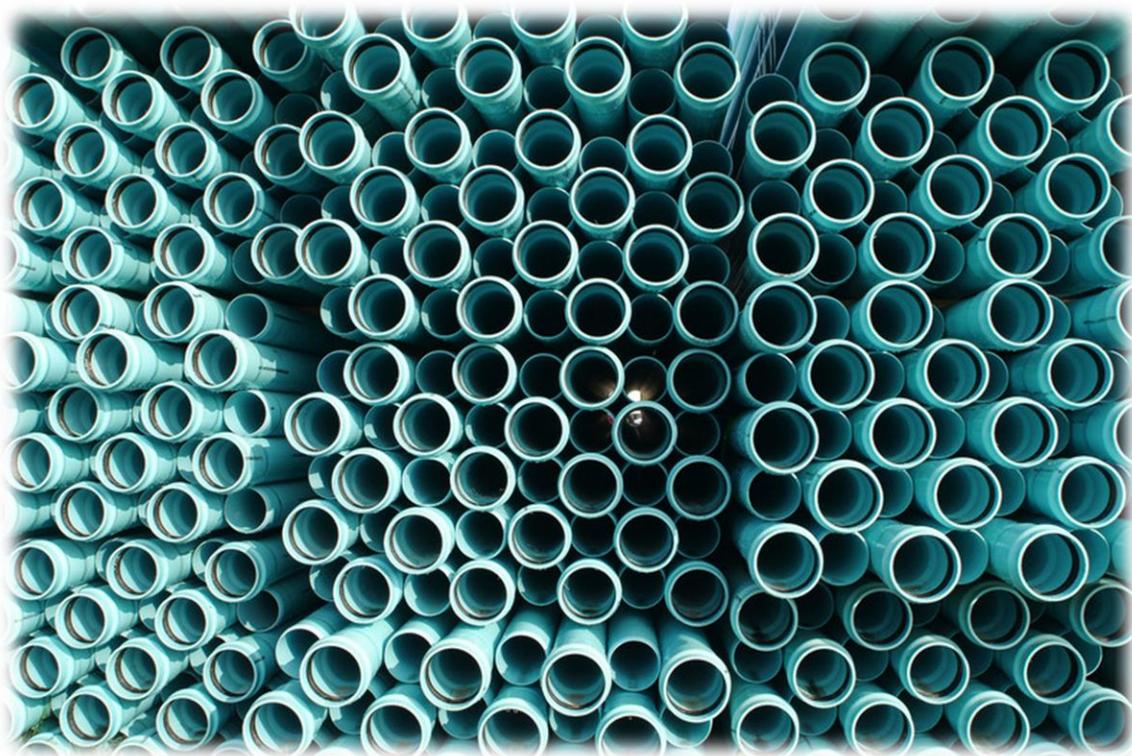
Projected Year-End FY 2016 S&S Budget: **\$410,008**

Actual FY 2015 Cost of Services and Supplies: **\$300,685**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **33.6%**

# Fiscal Year 2017 Proposed Department Objectives

Objective	Action Steps	Timeframe
<p>Implement annual maintenance and inspection programs to ensure functionality and reliability of sewer system.</p>	<ul style="list-style-type: none"> <li>• Perform annual trenchless relining program.</li> <li>• Perform annual cleaning and video inspection program to maintain a seven-year inspection cycle.</li> <li>• Perform root intrusion foaming program as needed.</li> <li>• Continue to locate and eliminate cross-connections that allow sanitary sewer contamination to storm sewers</li> </ul>	<p style="text-align: center;">12/31/17</p>
<p>Implement programs to reduce sanitary sewer backups.</p>	<ul style="list-style-type: none"> <li>• Determine capital investment</li> <li>• Assist with dye testing, cleaning and videoing specific to operational and inflow reduction studies.</li> <li>• Perform private property compliance canvassing program.</li> </ul>	<p style="text-align: center;">12/31/17</p>
<p>Ensure compliance with MWRD Inflow/Infiltration Control regulations.</p>	<ul style="list-style-type: none"> <li>• Provide assistance and guidance to property owners to reduce I/I.</li> <li>• Assist the Engineering Division with collection of data and reporting of backflow documentation.</li> </ul>	<p style="text-align: center;">12/31/17</p>



# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**

**Objective**

**Anticipated Completion Status**

Implement annual maintenance and inspection programs to ensure sewer system is operational and reliable at all times.

Complete

Ensure proper staffing levels are maintained to provide continued and reliable service.

Complete

Ensure that equipment and vehicles are maintained for reliability and operational needs.

Complete

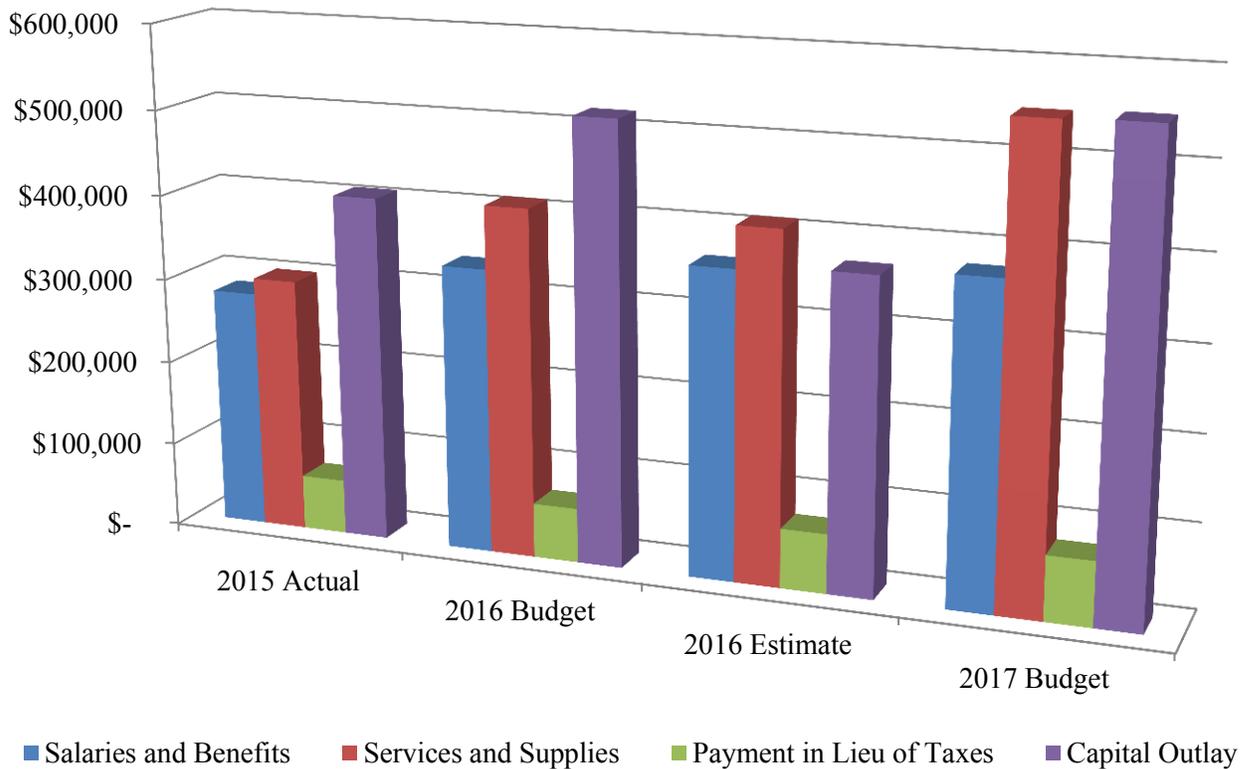
Ensure regulatory permitting guidance and enforcement guidelines are maintained at all time.

Ongoing

# Financial Summary

Sanitary Sewer Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
<b>Operating</b>						
Revenue	\$ 953,142	\$ 1,218,116	\$ 1,110,500	\$ 1,100,329	-9.7%	-0.9%
Expenses	\$ (646,603)	\$ (810,220)	\$ (841,242)	\$ (999,917)	23.4%	18.9%
Net Operating Income (loss)	\$ 306,539	\$ 407,896	\$ 269,258	\$ 100,412	-75.4%	-62.7%
<b>Operating Expense Detail</b>						
Salaries and Benefits	\$ 281,598	\$ 335,892	\$ 361,234	\$ 375,914	11.9%	4.1%
Services and Supplies	\$ 300,685	\$ 410,008	\$ 410,008	\$ 547,806	33.6%	33.6%
Payment in Lieu of Taxes	\$ 64,320	\$ 64,320	\$ 70,000	\$ 76,197	18.5%	8.9%
	\$ 646,603	\$ 810,220	\$ 841,242	\$ 999,917		
Capital Outlay	\$ 407,369	\$ 518,000	\$ 368,000	\$ 550,000	6.2%	49.5%
Total Fund Expense	\$ 1,053,972	\$ 1,328,220	\$ 1,209,242	\$ 1,549,917	16.7%	28.2%
Net Fund Income (loss)	\$ (100,830)	\$ (110,104)	\$ (98,742)	\$ (449,588)	308.3%	355.3%

## Sanitary Sewer Fund



## Department Metrics

- Video inspected 23,769 lineal feet of sanitary mains to maintain a seven-year inspection cycle and identify system weakness and required repairs.
- Identified and repaired 10 sanitary sewer defects.
- Clean and maintained 74,231 lineal feet of sanitary mains to maintain a seven-year cycle and preempt catastrophic failures.
- Installed 7,212 lineal feet of trenchless structural liner in existing sanitary mains reducing groundwater and root infiltration improving flow and extending system life, without invasive open cut repairs.



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 540 - Sanitary Sewer Fund</b>							
<b>REVENUE</b>							
<b>Charges For Service</b>							
<b>Utilities- Electric, Water, Sewer, Refuse</b>							
540-447	Sanitary Sewer Service	1,175,046.00	1,215,416.00	1,100,000.00	1,091,733.00	(10)	(123,683.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Winnetka service charge (5% rate increase)				71,683.00	15.23	1,091,732.09
	<i>Manager Totals</i>						<b>\$1,091,732.09</b>
540-447.60	Sanitary Sewer Service Penalties	.00	.00	4,000.00	.00		.00
540-447.70	Sanitary Sewer Service Miscellaneous	.00	.00	.00	.00		.00
	<i>Utilities- Electric, Water, Sewer, Refuse Totals</i>	<b>\$1,175,046.00</b>	<b>\$1,215,416.00</b>	<b>\$1,104,000.00</b>	<b>\$1,091,733.00</b>	<b>(10%)</b>	<b>(\$123,683.00)</b>
	<i>Charges For Service Totals</i>	<b>\$1,175,046.00</b>	<b>\$1,215,416.00</b>	<b>\$1,104,000.00</b>	<b>\$1,091,733.00</b>	<b>(10%)</b>	<b>(\$123,683.00)</b>
<b>Transfers</b>							
540-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<b>Other Revenue</b>							
540-470	Property Sales	.00	.00	.00	.00		.00
540-474.90	Other Miscellaneous Income	1,500.00	1,500.00	.00	1,500.00		.00
540-475	Disposal of Capital Assets	.00	.00	.00	.00		.00
	<i>Other Revenue Totals</i>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>\$0.00</b>	<b>\$1,500.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>Interest Income</b>							
540-460.05	Interest Interest on Investments	1,200.00	1,200.00	6,500.00	7,096.00	491	5,896.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Interest income (\$946,246) * 0.75%				1.00	7,096.00	7,096.00
	<i>Manager Totals</i>						<b>\$7,096.00</b>
	<i>Interest Income Totals</i>	<b>\$1,200.00</b>	<b>\$1,200.00</b>	<b>\$6,500.00</b>	<b>\$7,096.00</b>	<b>491%</b>	<b>\$5,896.00</b>
	<b>REVENUE TOTALS</b>	<b>\$1,177,746.00</b>	<b>\$1,218,116.00</b>	<b>\$1,110,500.00</b>	<b>\$1,100,329.00</b>	<b>(10%)</b>	<b>(\$117,787.00)</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 540 - Sanitary Sewer Fund</b>							
<b>Department 70 - Sewers</b>							
<b>Division 01 - Department Wide</b>							

**EXPENSE**

**Salary and Benefits**

**Employee Pay**

540.70.01-511	Regular Salaries	247,460.00	206,436.00	240,000.00	231,231.00	12	24,795.00
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Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	300101 - Public Works Director	Earnings		16,606.00
Manager	300201 - Asst. Director Eng. & Public Wks	Earnings		14,097.00
Manager	300401 - Assistant Village Engineer	Earnings		12,146.00
Manager	300501 - Civil Engineer	Earnings		11,023.00
Manager	300801 - Sewer Supervisor	Earnings		54,762.00
Manager	301404 - Refuse Collector	Earnings		27,989.00
Manager	301405 - Maintenance Worker	Earnings		27,268.00
Manager	301410 - Maintenance Worker	Earnings		32,040.00
Manager	301411 - Maintenance Worker	Earnings		31,757.00
Manager	301601 - Administrative Secretary	Earnings		3,543.00
<b>Manager Totals</b>				<b>\$231,231.00</b>

540.70.01-512	Overtime Salaries	16,030.00	16,030.00	16,030.00	16,001.00	(29.00)	
540.70.01-513	Part Time Salaries	.00	.00	.00	6,240.00		6,240.00

Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	301413 - Sewer Department - Seasonal	Earnings		6,240.00
<b>Manager Totals</b>				<b>\$6,240.00</b>

540.70.01-515	Sick Cashed In	1,531.00	5,952.00	6,822.00	3,560.00	(40)	(2,392.00)
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# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 540 - Sanitary Sewer Fund</b>							
<b>Department 70 - Sewers</b>							
<i>Division 01 - Department Wide</i>							
540.70.01-518	Other Compensation	2,133.00	1,735.00	1,932.00	1,870.00	8	135.00
	<i>Employee Pay Totals</i>	\$267,154.00	\$230,153.00	\$264,784.00	\$258,902.00	12%	\$28,749.00
<b>Benefits</b>							
540.70.01-521	Fringe Benefits - Worker's Compensation	16,000.00	16,000.00	12,500.00	12,497.00	(22)	(3,503.00)
540.70.01-522	Fringe Benefits - Medical / Dental Insurance	34,204.00	40,753.00	28,000.00	51,194.00	26	10,441.00
540.70.01-528	Fringe Benefits - Life Insurance	188.00	189.00	250.00	229.00	21	40.00
	<i>Benefits Totals</i>	\$50,392.00	\$56,942.00	\$40,750.00	\$63,920.00	12%	\$6,978.00
<b>Pensions</b>							
540.70.01-523	Fringe Benefits - Medicare	3,874.00	3,104.00	3,700.00	3,755.00	21	651.00
540.70.01-524	Fringe Benefits - Social Security	14,565.00	12,696.00	15,500.00	15,053.00	19	2,357.00
540.70.01-525	Fringe Benefits - IMRF Pension Er Contribution	38,872.00	32,997.00	36,500.00	34,284.00	4	1,287.00
	<i>Pensions Totals</i>	\$57,311.00	\$48,797.00	\$55,700.00	\$53,092.00	9%	\$4,295.00
	<i>Salary and Benefits Totals</i>	\$374,857.00	\$335,892.00	\$361,234.00	\$375,914.00	12%	\$40,022.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
540.70.01-550	Administrative Charges	140,040.00	140,040.00	140,040.00	140,040.00		.00
540.70.01-555	GIS & Aerial Mapping	15,000.00	15,000.00	15,000.00	15,000.00		.00
540.70.01-556	Village Data Processing / Network Charge	7,100.00	7,100.00	7,100.00	7,100.00		.00
540.70.01-563	Telephone Service	4,500.00	1,152.00	1,152.00	1,026.00	(11)	(126.00)

Budget Transactions						
Level	Transaction	Number of Units	Cost Per Unit	Total Amount		
Manager	847-***-6838 (CallOne POTS) Station at Sheridan and Fisher	12.00	60.00	720.00		
Manager	Monthly PRI share (Comcast)	12.00	25.46	305.52		
				<b>Manager Totals</b>	<b>\$1,025.52</b>	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 540 - Sanitary Sewer Fund</b>							
<b>Department 70 - Sewers</b>							
<b>Division 01 - Department Wide</b>							
540.70.01-567	Operations & Maintenance	175,900.00	157,900.00	157,900.00	294,900.00	87	137,000.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Commodities - pipes, fittings and manholes				1.00	30,000.00	30,000.00
Manager	Misc contractual				1.00	5,900.00	5,900.00
Manager	MWRD I/I control reporting				1.00	5,000.00	5,000.00
Manager	Point repair (contingency)				1.00	15,000.00	15,000.00
Manager	Private property compliance canvassing				1.00	55,000.00	55,000.00
Manager	Private service repair (contingency)				1.00	15,000.00	15,000.00
Manager	Rodent control				1.00	2,000.00	2,000.00
Manager	Sewer anti-backup program reimbursements				30.00	3,500.00	105,000.00
Manager	Temporary help				1.00	22,000.00	22,000.00
Manager	Tree root intrusion foaming				1.00	10,000.00	10,000.00
Manager	TV truck secondary main line camera				1.00	25,000.00	25,000.00
Manager	TV truck support & repairs				1.00	5,000.00	5,000.00
<b>Manager Totals</b>							<b>\$294,900.00</b>
540.70.01-568	Utilities	7,500.00	7,500.00	7,500.00	7,500.00		.00
540.70.01-574	Vehicle Maint Service Charge	70,362.00	75,816.00	75,816.00	76,740.00	1	924.00
<i>Services &amp; Charges Totals</i>		<b>\$420,402.00</b>	<b>\$404,508.00</b>	<b>\$404,508.00</b>	<b>\$542,306.00</b>	<b>34%</b>	<b>\$137,798.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 540 - Sanitary Sewer Fund</b>							
<b>Department 70 - Sewers</b>							
<b>Division 01 - Department Wide</b>							
<b>Supplies</b>							
540.70.01-537	Uniforms	5,500.00	5,500.00	5,500.00	5,500.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Safety/PPE Gear				1.00	2,000.00	2,000.00
Manager	Uniforms				1.00	3,500.00	3,500.00
						Manager Totals	\$5,500.00
	<i>Supplies Totals</i>	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$425,902.00	\$410,008.00	\$410,008.00	\$547,806.00	34%	\$137,798.00
<b>Capital Outlay</b>							
540.70.01-670	Sanitary Sewers	450,000.00	518,000.00	368,000.00	550,000.00	6	32,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Follow up flow monitoring				1.00	100,000.00	100,000.00
Manager	System I/I engineering and repairs				1.00	300,000.00	300,000.00
Manager	Trenchless lining				1.00	150,000.00	150,000.00
						Manager Totals	\$550,000.00
	<i>Capital Outlay Totals</i>	\$450,000.00	\$518,000.00	\$368,000.00	\$550,000.00	6%	\$32,000.00
<b>Insurance and Other Chargebacks</b>							
540.70.01-530	Liability Insurance	.00	.00	.00	.00		.00
	<i>Insurance and Other Chargebacks Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Depreciation Expense</b>							
540.70.01-800	Depreciation	.00	.00	.00	.00		.00
	<i>Depreciation Expense Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 540 - Sanitary Sewer Fund</b>							
<b>Department 70 - Sewers</b>							
<b>Division 01 - Department Wide</b>							
<b>Transfers</b>							
540.70.01-900	Interfund Transfers - Payment in Lieu of Taxes	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division <b>01 - Department Wide Totals</b>	\$1,250,759.00	\$1,263,900.00	\$1,139,242.00	\$1,473,720.00	17%	\$209,820.00
	Department <b>70 - Sewers Totals</b>	\$1,250,759.00	\$1,263,900.00	\$1,139,242.00	\$1,473,720.00	17%	\$209,820.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 540 - Sanitary Sewer Fund</b>							
<b>EXPENSE</b>							
<b>Department 88 - Depreciation</b>							
Division 01 - Department Wide							
<b>Depreciation Expense</b>							
540.88.01-800	Depreciation	80,000.00	80,000.00	80,000.00	80,000.00		.00
	<i>Depreciation Expense Totals</i>	<u>\$80,000.00</u>	<u>\$80,000.00</u>	<u>\$80,000.00</u>	<u>\$80,000.00</u>	0%	\$0.00
	Division 01 - Department Wide Totals	<u>\$80,000.00</u>	<u>\$80,000.00</u>	<u>\$80,000.00</u>	<u>\$80,000.00</u>	0%	\$0.00
	Department 88 - Depreciation Totals	<u>\$80,000.00</u>	<u>\$80,000.00</u>	<u>\$80,000.00</u>	<u>\$80,000.00</u>	0%	\$0.00
<b>Department 99 - Transfers</b>							
Division 01 - Department Wide							
<b>Transfers</b>							
540.99.01-900	Interfund Transfers - Payment in Lieu of Taxes	64,320.00	64,320.00	70,000.00	76,197.00	18	11,877.00
540.99.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	<u>\$64,320.00</u>	<u>\$64,320.00</u>	<u>\$70,000.00</u>	<u>\$76,197.00</u>	18%	\$11,877.00
	Division 01 - Department Wide Totals	<u>\$64,320.00</u>	<u>\$64,320.00</u>	<u>\$70,000.00</u>	<u>\$76,197.00</u>	18%	\$11,877.00
	Department 99 - Transfers Totals	<u>\$64,320.00</u>	<u>\$64,320.00</u>	<u>\$70,000.00</u>	<u>\$76,197.00</u>	18%	\$11,877.00
	<b>EXPENSE TOTALS</b>	<u>\$1,395,079.00</u>	<u>\$1,408,220.00</u>	<u>\$1,289,242.00</u>	<u>\$1,629,917.00</u>	16%	\$221,697.00
<b>Fund 540 - Sanitary Sewer Fund Totals</b>							
	<b>REVENUE TOTALS</b>	<u>\$1,177,746.00</u>	<u>\$1,218,116.00</u>	<u>\$1,110,500.00</u>	<u>\$1,100,329.00</u>	(10%)	(\$117,787.00)
	<b>EXPENSE TOTALS</b>	<u>\$1,395,079.00</u>	<u>\$1,408,220.00</u>	<u>\$1,289,242.00</u>	<u>\$1,629,917.00</u>	16%	\$221,697.00
Fund 540 - Sanitary Sewer Fund Totals		<u>(\$217,333.00)</u>	<u>(\$190,104.00)</u>	<u>(\$178,742.00)</u>	<u>(\$529,588.00)</u>	179%	(\$339,484.00)

# DEPARTMENT NARRATIVE

## REFUSE

### Mission Statement/Purpose

The mission of the Refuse Department is to provide refuse collection which includes weekly back-door residential garbage collection, weekly commercial refuse collection, weekly commercial recycling, twice-a-week residential yard waste collection, special refuse collections, an annual leaf collection program, an annual spring clean-up collection, a contractual weekly residential recycling collection and maintenance and monitoring of the landfill.

### Current Year Department Accomplishments

- Evaluated refuse collection service delivery options, to include cost-of-service evaluation of implementing a curbside collection program.
- Implemented a new multiyear recycling collection contract with Lakeshore Recycling Systems for residential and commercial recycling pick-up, with substantial cost savings over previous contract.
- Worked closely with the Environmental & Forestry Commission to increase awareness and importance of recycling in our community.
- Continued to host a variety of recycling collection programs at the Public Works facility.
- Efficiently handled the collection and removal of stormwater debris from residential properties due to heavy rainfall event in July.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **7.0**

FY 2016 FTEs: **7.0**

FY 2015 FTEs: **7.0**

FY 2014 FTEs: **7.0**

Proposed FY 2017 Cost of Salaries and Benefits: **\$1,054,660**

Projected FY 2016 Cost of Salaries and Benefits: **\$915,662**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$954,181**

Actual FY 2015 Cost of Salaries and Benefits: **\$990,448**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **10.5%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$1,272,216**

FY 2016 Services and Supplies Budget: **\$1,394,178**

FY 2015 Services and Supplies Budget: **\$1,393,046**

FY 2014 Services and Supplies Budget: **\$1,380,919**

Projected Year-End FY 2016 S&S Budget: **\$1,394,178**

Actual FY 2015 Cost of Services and Supplies: **\$1,261,352**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **-8.7%**

# Fiscal Year 2017 Proposed Department Objectives

Objective	Action Steps	Timeframe
<p>Maintain groundwater and air monitoring at the closed landfill. Work closely with federal, state, and county organizations to ensure permitting compliance.</p>	<ul style="list-style-type: none"> <li>• If needed, address potential problems indicated by groundwater &amp; air monitoring at the closed landfill.</li> <li>• Monthly monitoring of landfill to stay in compliance with IEPA.</li> </ul>	<p style="text-align: right;">12/31/17</p>
<p>Work closely with Village committees to provide service data and analyze various collection methodologies.</p>	<ul style="list-style-type: none"> <li>• Working with the Environmental &amp; Forestry Commission Evaluate financial and service options for refuse and recycling collection programs.</li> <li>• Evaluate in-house refuse and yard waste collection to increase efficiencies and cost-savings.</li> </ul>	<p style="text-align: right;">12/31/17</p>
<p>Enhance recycling partnership with Lakeshore Recycling Systems and increase recycling education of residents.</p>	<ul style="list-style-type: none"> <li>• Provide educational opportunities for residents to learn more about recycling in the Village.</li> <li>• Seek cost sharing measures for special collection operations such as the spring clean-up and leaf collection programs.</li> <li>• Evaluate the fiscal impacts for increased commercial recycling.</li> </ul>	<p style="text-align: right;">12/31/17</p>
<p>Maintain partnership with Solid Waste Agency of Northern Cook Country.</p>	<ul style="list-style-type: none"> <li>• Implement available resources through SWANCC to help educate residents on refuse and recycling.</li> <li>• Host annual pumpkin collection composting event.</li> <li>• Host annual document destruction shredding event.</li> <li>• Host weekly electronics recycling event.</li> </ul>	<p style="text-align: right;">12/31/17</p>

# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**

**Objective**

**Anticipated Completion Status**

Maintain groundwater and air monitoring at the closed landfill. Work closely with federal, state, and county organizations to ensure permitting compliance.

Ongoing

Evaluate refuse collection service delivery options.

In progress

Increase awareness and importance of recycling in our community in partnership with the Environmental & Forestry Commission.

Ongoing

Jointly with Glencoe, secured a new contract for residential recycling services.

Complete

# Financial Summary

Refuse Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
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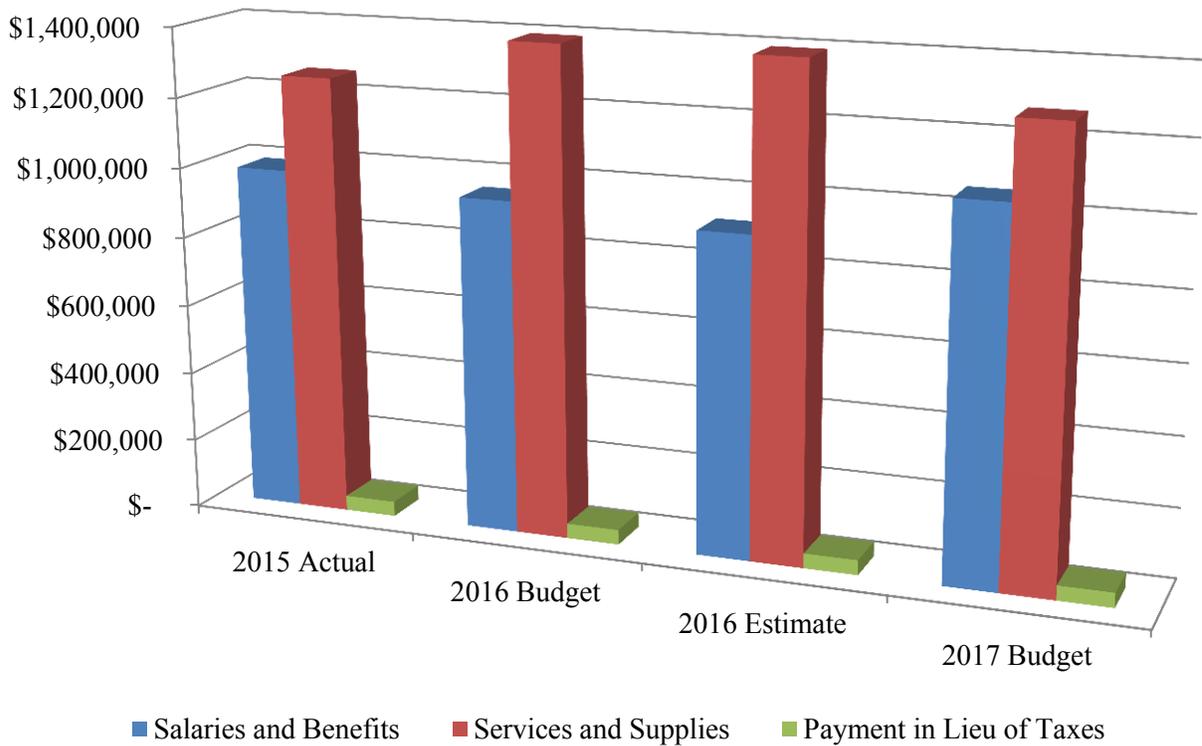
Operating						
Revenue	\$ 2,165,966	\$ 2,193,100	\$ 2,192,545	\$ 2,694,047	22.8%	22.9%
Expenses	\$ (2,294,364)	\$ (2,390,923)	\$ (2,352,404)	\$ (2,369,361)	-0.9%	0.7%
Net Operating Income (loss)	\$ (128,398)	\$ (197,823)	\$ (159,859)	\$ 324,686	-264.1%	-303.1%
Operating Expense Detail						
Salaries and Benefits	\$ 990,448	\$ 954,181	\$ 915,662	\$ 1,054,660	10.5%	15.2%
Services and Supplies	\$ 1,261,352	\$ 1,394,178	\$ 1,394,178	\$ 1,272,216	-8.7%	-8.7%
Payment in Lieu of Taxes	\$ 42,564	\$ 42,564	\$ 42,564	\$ 42,485	-0.2%	-0.2%
	\$ 2,294,364	\$ 2,390,923	\$ 2,352,404	\$ 2,369,361		

Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
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Total Fund Expense	\$ 2,294,364	\$ 2,390,923	\$ 2,352,404	\$ 2,369,361	-0.9%	0.7%
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Net Fund Income (loss)	\$ (128,398)	\$ (197,823)	\$ (159,859)	\$ 324,686	-264.1%	-303.1%
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## Refuse Fund



## Department Metrics

- Performed 1,723 special collections, collecting 523 tons of materials.
- Collected 173 tons of debris from the annual spring clean-up week. Village successfully outsourced the annual spring clean-up program this year, coordinating with Lakeshore Recycling.
- Performed maintenance on landfill meters and pumps in compliance with the EPA required metering and reporting program.
- Procured a new long-term curbside recycling contract.
- Installed 25 sets of sidewalk recycling containers to expand the Village's commercial recycling program.
- Collected 5,074 tons of residential refuse, 613 tons of commercial refuse, 295 tons of commercial recycling, 2,760 cubic yards of yard waste from Winnetka homes and businesses.
- Due to heavy rainfall events the Village staff in conjunction with Lakeshore Recycling efficiently picked up and removed 51 tons of flood debris from household flooding.



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 560 - Refuse Fund							
<b>REVENUE</b>							
<b>Property Tax</b>							
560-401.01	Property Tax General	1,100,000.00	1,100,000.00	1,100,000.00	1,100,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	2015 property tax				1.00	1,100,000.00	1,100,000.00
	<i>Manager Totals</i>						<b>\$1,100,000.00</b>
	<i>Property Tax Totals</i>	<b>\$1,100,000.00</b>	<b>\$1,100,000.00</b>	<b>\$1,100,000.00</b>	<b>\$1,100,000.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>Charges For Service</b>							
<b>Utilities- Electric, Water, Sewer, Refuse</b>							
560-448	Refuse Service	.00	.00	.00	.00		.00
560-448.10	Refuse Service Residential	200,000.00	195,000.00	450,000.00	667,000.00	242	472,000.00
560-448.20	Refuse Service Commercial	195,000.00	195,000.00	.00	220,000.00	13	25,000.00
560-448.30	Refuse Service Special	55,000.00	60,000.00	45.00	60,000.00		.00
560-448.60	Refuse Service Penalties	.00	.00	.00	.00		.00
560-448.70	Refuse Service Miscellaneous	.00	.00	.00	.00		.00
560-448.85	Refuse Service Recycling	15,000.00	25,000.00	25,000.00	25,000.00		.00
560-448.86	Refuse Service Composting	.00	.00	.00	.00		.00
	<i>Utilities- Electric, Water, Sewer, Refuse Totals</i>	<b>\$465,000.00</b>	<b>\$475,000.00</b>	<b>\$475,045.00</b>	<b>972,000.00</b>	<b>105%</b>	<b>497,000.00</b>
<b>Other Charges for Service</b>							
560-448.75	Refuse Service Refuse Bags	60,000.00	60,000.00	55,000.00	60,000.00		.00
560-448.76	Refuse Service Refuse Stickers	10,000.00	7,500.00	8,000.00	9,000.00	20	1,500.00
	<i>Other Charges for Service Totals</i>	<b>\$70,000.00</b>	<b>\$67,500.00</b>	<b>\$63,000.00</b>	<b>69,000.00</b>	<b>2%</b>	<b>\$1,500.00</b>
	<i>Charges For Service Totals</i>	<b>\$535,000.00</b>	<b>\$542,500.00</b>	<b>\$538,045.00</b>	<b>1,041,000.00</b>	<b>92%</b>	<b>\$498,500.00</b>
<b>Transfers</b>							
560-490.10	Interfund Transfers In Other Transfers	550,000.00	550,000.00	550,000.00	550,000.00		.00
	<i>Transfers Totals</i>	<b>\$550,000.00</b>	<b>\$550,000.00</b>	<b>\$550,000.00</b>	<b>\$550,000.00</b>	<b>0%</b>	<b>\$0.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 560 - Refuse Fund							
<u>Other Revenue</u>							
560-470	Property Sales	.00	.00	.00	.00		.00
560-474.90	Other Miscellaneous Income	.00	.00	.00	.00		.00
	<i>Other Revenue Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<u>Interest Income</u>							
560-460.05	Interest Interest on Investments	600.00	600.00	4,500.00	3,047.00	408	2,447.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Interest income (\$406,368) * 0.75%				1.00	3,047.00	3,047.00
						Manager Totals	\$3,047.00
	<i>Interest Income Totals</i>	\$600.00	\$600.00	\$4,500.00	\$3,047.00	408%	\$2,447.00
	<b>REVENUE TOTALS</b>	\$2,185,600.00	\$2,193,100.00	\$2,192,545.00	2,694,047.00	23%	500,947.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 560 - Refuse Fund</b>							
<b>Department 80 - Refuse</b>							
Division 01 - Department Wide							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Benefits</b>							
560.80.01-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
560.80.01-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	.00		.00
560.80.01-528	Fringe Benefits - Life Insurance	.00	.00	.00	.00		.00
560.80.01-529	Fringe Benefits - Allowances	.00	.00	.00	.00		.00
<i>Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Pensions</b>							
560.80.01-523	Fringe Benefits - Medicare	.00	.00	.00	.00		.00
560.80.01-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
560.80.01-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
<i>Pensions Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Salary and Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
560.80.01-550	Administrative Charges	127,080.00	127,080.00	127,080.00	127,080.00		.00

Budget Transactions					
Level	Transaction	Number of Units	Cost Per Unit	Total Amount	
Manager	Management and financial services	12.00	10,590.00	127,080.00	
			Manager Totals	\$127,080.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund <b>560 - Refuse Fund</b>							
Department <b>80 - Refuse</b>							
Division <b>01 - Department Wide</b>							
560.80.01-567	Operations & Maintenance	27,800.00	27,800.00	27,800.00	29,300.00	5	1,500.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Dumpster replacement				18.00	600.00	10,800.00
Manager	Operational materials & supplies				1.00	15,000.00	15,000.00
Manager	Safety/PPE Gear				1.00	1,500.00	1,500.00
Manager	Uniforms				1.00	2,000.00	2,000.00
Manager Totals							\$29,300.00
560.80.01-574	Vehicle Maint Service Charge	250,778.00	250,320.00	250,320.00	267,336.00	7	17,016.00
560.80.01-585	Disposal	388,710.00	308,500.00	308,500.00	308,500.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Refuse disposal tipping fees				6,170.00	50.00	308,500.00
Manager Totals							\$308,500.00
560.80.01-586	Recycling	329,875.00	381,475.00	381,475.00	262,000.00	(31)	(119,475.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Lakeshore Recycling Services commercial collection				1.00	40,000.00	40,000.00
Manager	Lakeshore Recycling Services residential collection (3966 homes)				1.00	200,000.00	200,000.00
Manager	Recycling containers - residential				1.00	10,000.00	10,000.00
Manager	Replacement of commercial recycling containers				1.00	12,000.00	12,000.00
Manager Totals							\$262,000.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 560 - Refuse Fund</b>							
<b>Department 80 - Refuse</b>							
<b>Division 01 - Department Wide</b>							
560.80.01-587	Composting	108,003.00	108,003.00	108,003.00	110,000.00	2	1,997.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Landscape waste disposal fees				1.00	110,000.00	110,000.00
Manager Totals							\$110,000.00
560.80.01-588	Landfill Monitoring	113,000.00	113,000.00	113,000.00	113,000.00		.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Contractual services (contingency)				1.00	4,500.00	4,500.00
Manager	Engineering services				1.00	20,000.00	20,000.00
Manager	Groundwater monitoring				1.00	73,000.00	73,000.00
Manager	Landfill maintenance				1.00	11,500.00	11,500.00
Manager	Leachate disposal MWRD				1.00	1,000.00	1,000.00
Manager	Legal fees (contingency)				1.00	1,000.00	1,000.00
Manager	Monitoring commodities				1.00	2,000.00	2,000.00
Manager Totals							\$113,000.00
<i>Services &amp; Charges Totals</i>		\$1,345,246.00	\$1,316,178.00	\$1,316,178.00	\$1,217,216.00	(8%)	(\$98,962.00)
<i>Services and Supplies Totals</i>		\$1,345,246.00	\$1,316,178.00	\$1,316,178.00	\$1,217,216.00	(8%)	(\$98,962.00)
<b>Capital Outlay</b>							
560.80.01-625	Heavy Machinery	.00	.00	.00	.00		.00
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Insurance and Other Chargebacks</b>							
560.80.01-530	Liability Insurance	.00	.00	.00	.00		.00
<i>Insurance and Other Chargebacks Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund <b>560 - Refuse Fund</b>							
Department <b>80 - Refuse</b>							
Division <b>01 - Department Wide</b>							
<b>Depreciation Expense</b>							
560.80.01-800	Depreciation	.00	.00	.00	.00		.00
<i>Depreciation Expense Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Transfers</b>							
560.80.01-900	Interfund Transfers - Payment in Lieu of Taxes	.00	.00	.00	.00		.00
560.80.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
<i>Transfers Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Division <b>01 - Department Wide Totals</b>		\$1,345,246.00	\$1,316,178.00	\$1,316,178.00	\$1,217,216.00	(8%)	(\$98,962.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund <b>560 - Refuse Fund</b>							
Department <b>80 - Refuse</b>							
Division <b>45 - Commercial</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
560.80.45-511	Regular Salaries	.00	.00	.00	.00		.00
560.80.45-512	Overtime Salaries	.00	.00	17,500.00	.00		.00
560.80.45-515	Sick Cashed In	.00	.00	.00	.00		.00
560.80.45-518	Other Compensation	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		\$0.00	\$0.00	\$17,500.00	\$0.00	+++	\$0.00
<i>Salary and Benefits Totals</i>		\$0.00	\$0.00	\$17,500.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
560.80.45-574	Vehicle Maint Service Charge	.00	.00	.00	.00		.00
<i>Services &amp; Charges Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Services and Supplies Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Division <b>45 - Commercial Totals</b>		\$0.00	\$0.00	\$17,500.00	\$0.00	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund <b>560 - Refuse Fund</b>							
Department <b>80 - Refuse</b>							
Division <b>46 - Residential</b>							

**EXPENSE**

**Salary and Benefits**

**Employee Pay**

560.80.46-511	Regular Salaries	530,883.00	558,713.00	515,000.00	590,667.00	6	31,954.00
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Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	300701 - Refuse Supervisor	Earnings		109,524.00
Manager	301501 - Refuse Collector	Earnings		82,834.00
Manager	301502 - Refuse Collector	Earnings		82,834.00
Manager	301503 - Refuse Collector	Earnings		81,096.00
Manager	301504 - Refuse Collector	Earnings		82,836.00
Manager	301505 - Refuse Collector	Earnings		78,635.00
Manager	301506 - Refuse Collector	Earnings		66,005.00
Manager	309999 - PW Budget Only	Earnings		6,903.00
<b>Manager Totals</b>				<b>\$590,667.00</b>

560.80.46-512	Overtime Salaries	35,035.00	35,035.00	35,000.00	55,003.00	57	19,968.00
560.80.46-515	Sick Cashed In	3,414.00	9,571.00	8,116.00	36,638.00	283	27,067.00
560.80.46-518	Other Compensation	.00	.00	.00	.00		.00

<i>Employee Pay Totals</i>		<b>\$569,332.00</b>	<b>\$603,319.00</b>	<b>\$558,116.00</b>	<b>\$682,308.00</b>	<b>13%</b>	<b>\$78,989.00</b>
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**Benefits**

560.80.46-520	Fringe Benefits - Deferred Compensation	.00	.00	.00	.00		.00
560.80.46-521	Fringe Benefits - Worker's Compensation	102,000.00	102,000.00	102,000.00	102,000.00		.00
560.80.46-522	Fringe Benefits - Medical / Dental Insurance	109,527.00	118,426.00	116,000.00	126,867.00	7	8,441.00
560.80.46-528	Fringe Benefits - Life Insurance	378.00	446.00	446.00	449.00	1	3.00

<i>Benefits Totals</i>		<b>\$211,905.00</b>	<b>\$220,872.00</b>	<b>\$218,446.00</b>	<b>\$229,316.00</b>	<b>4%</b>	<b>\$8,444.00</b>
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# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund <b>560 - Refuse Fund</b>							
Department <b>80 - Refuse</b>							
Division <b>46 - Residential</b>							
<u>Pensions</u>							
560.80.46-523	Fringe Benefits - Medicare	8,255.00	8,241.00	7,600.00	9,893.00	20	1,652.00
560.80.46-524	Fringe Benefits - Social Security	33,847.00	35,234.00	34,000.00	40,554.00	15	5,320.00
560.80.46-525	Fringe Benefits - IMRF Pension Er Contribution	82,837.00	86,515.00	80,000.00	92,589.00	7	6,074.00
560.80.46-526	Fringe Benefits - Police Pension Er Contribution	.00	.00	.00	.00		.00
560.80.46-527	Fringe Benefits - Fire Pension Er Contribution	.00	.00	.00	.00		.00
<i>Pensions Totals</i>		\$124,939.00	\$129,990.00	\$121,600.00	\$143,036.00	10%	\$13,046.00
<i>Salary and Benefits Totals</i>		\$906,176.00	\$954,181.00	\$898,162.00	\$1,054,660.00	11%	\$100,479.00
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
560.80.46-584	Refuse Collection	.00	.00	.00	.00		.00
<i>Services &amp; Charges Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Services and Supplies Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Division <b>46 - Residential Totals</b>		\$906,176.00	\$954,181.00	\$898,162.00	\$1,054,660.00	11%	\$100,479.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 560 - Refuse Fund</b>							
<b>Department 80 - Refuse</b>							
Division 47 - Special							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
560.80.47-511	Regular Salaries	.00	.00	.00	.00		.00
560.80.47-512	Overtime Salaries	.00	.00	.00	.00		.00
560.80.47-515	Sick Cashed In	.00	.00	.00	.00		.00
560.80.47-518	Other Compensation	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Salary and Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Division 47 - Special Totals		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 80 - Refuse							
Division 48 - Yard Waste							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
560.80.48-511	Regular Salaries	.00	.00	.00	.00		.00
560.80.48-512	Overtime Salaries	.00	.00	.00	.00		.00
560.80.48-515	Sick Cashed In	.00	.00	.00	.00		.00
560.80.48-518	Other Compensation	.00	.00	.00	.00		.00
<i>Employee Pay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Salary and Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund <b>560 - Refuse Fund</b>							
Department <b>80 - Refuse</b>							
Division <b>47 - Special</b>							
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
560.80.48-584	Refuse Collection	47,800.00	78,000.00	78,000.00	55,000.00	(29)	(23,000.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Leaf collection commodities and collection brooms				1.00	10,000.00	10,000.00
Manager	Temporary services				1.00	45,000.00	45,000.00
					Manager Totals		\$55,000.00
<i>Services &amp; Charges Totals</i>		\$47,800.00	\$78,000.00	\$78,000.00	\$55,000.00	(29%)	(\$23,000.00)
<i>Services and Supplies Totals</i>		\$47,800.00	\$78,000.00	\$78,000.00	\$55,000.00	(29%)	(\$23,000.00)
Division <b>48 - Yard Waste Totals</b>		\$47,800.00	\$78,000.00	\$78,000.00	\$55,000.00	(29%)	(\$23,000.00)
Department <b>80 - Refuse Totals</b>		\$2,299,222.00	\$2,348,359.00	\$2,309,840.00	\$2,326,876.00	(1%)	(\$21,483.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 560 - Refuse Fund</b>							
<b>EXPENSE</b>							
<b>Department 88 - Depreciation</b>							
Division 01 - Department Wide							
<b>Depreciation Expense</b>							
560.88.01-800	Depreciation	135,000.00	135,000.00	135,000.00	135,000.00		.00
	<i>Depreciation Expense Totals</i>	<u>\$135,000.00</u>	<u>\$135,000.00</u>	<u>\$135,000.00</u>	<u>\$135,000.00</u>	0%	\$0.00
	Division 01 - Department Wide Totals	<u>\$135,000.00</u>	<u>\$135,000.00</u>	<u>\$135,000.00</u>	<u>\$135,000.00</u>	0%	\$0.00
	Department 88 - Depreciation Totals	<u>\$135,000.00</u>	<u>\$135,000.00</u>	<u>\$135,000.00</u>	<u>\$135,000.00</u>	0%	\$0.00
<b>Department 99 - Transfers</b>							
Division 01 - Department Wide							
<b>Transfers</b>							
560.99.01-900	Interfund Transfers - Payment in Lieu of Taxes	42,564.00	42,564.00	42,564.00	42,485.00		(79.00)
560.99.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	<u>\$42,564.00</u>	<u>\$42,564.00</u>	<u>\$42,564.00</u>	<u>\$42,485.00</u>	0%	(\$79.00)
	Division 01 - Department Wide Totals	<u>\$42,564.00</u>	<u>\$42,564.00</u>	<u>\$42,564.00</u>	<u>\$42,485.00</u>	0%	(\$79.00)
	Department 99 - Transfers Totals	<u>\$42,564.00</u>	<u>\$42,564.00</u>	<u>\$42,564.00</u>	<u>\$42,485.00</u>	0%	(\$79.00)
	<b>EXPENSE TOTALS</b>	<u>\$2,476,786.00</u>	<u>\$2,525,923.00</u>	<u>\$2,487,404.00</u>	<u>\$2,504,361.00</u>	(1%)	(\$21,562.00)
	Fund 560 - Refuse Fund Totals						
	<b>REVENUE TOTALS</b>	<u>\$2,185,600.00</u>	<u>\$2,193,100.00</u>	<u>\$2,192,545.00</u>	<u>\$2,694,047.00</u>	23%	\$500,947.00
	<b>EXPENSE TOTALS</b>	<u>\$2,476,786.00</u>	<u>\$2,525,923.00</u>	<u>\$2,487,404.00</u>	<u>\$2,504,361.00</u>	(1%)	(\$21,562.00)
	Fund 560 - Refuse Fund Totals	<u>(\$291,186.00)</u>	<u>(\$332,823.00)</u>	<u>(\$294,859.00)</u>	<u>\$189,686.00</u>	(7%)	\$522,509.00

# DEPARTMENT NARRATIVE

## STORMWATER SEWER

### Mission Statement/Purpose

The mission of the Stormwater Fund is to provide for several significant capital projects and studies to develop a Stormwater Master Plan and provide stormwater drainage relief to the Village. The fund provides for engineering costs and capital costs for construction of improvements, and operational and maintenance expenses for the stormwater system. Future revenues are expected to come from transfers from the General Fund, stormwater utility fees and bond issuance proceeds.

### Current Year Department Accomplishments

- Completed a re-evaluation of western and southwestern drainage areas of the Village to develop non-STADI alternative flood reduction strategies. Completed the “Awareness, Exploration, & Vision” public engagement phases in conjunction with Strand Associates to develop conceptual western options as well as initiated conversations with key stakeholders.
- Completed necessary individual storm sewer system repairs identified via cleaning and video inspection.
- Completed watershed flood study following NFIP guidelines that allowed the Village to receive additional credit towards the Village’s CRS rating number. Improving the Village’s CRS rating allows property owners to benefit from reduced flood insurance policy premiums.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **2.95**

FY 2016 FTEs: **2.95**

FY 2015 FTEs: **3.05**

FY 2014 FTEs: **2.5**

Proposed FY 2017 Cost of Salaries and Benefits: **\$369,205**

Projected FY 2016 Cost of Salaries and Benefits: **\$214,722**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$335,890**

Actual FY 2015 Cost of Salaries and Benefits: **\$205,617**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **9.9%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$255,832**

FY 2016 Services and Supplies Budget: **\$277,652**

FY 2015 Services and Supplies Budget: **\$132,500**

FY 2014 Services and Supplies Budget: **\$130,500**

Projected Year-End FY 2016 S&S Budget: **\$292,532**

Actual FY 2015 Cost of Services and Supplies: **\$102,727**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **-7.9%**

# Fiscal Year 2017 Proposed Department Objectives

Objective	Action Steps	Timeframe
<p>Provide long-term stormwater relief and conveyance improvements throughout the Village.</p>	<ul style="list-style-type: none"> <li>• Continue to work with Strand and associates to advance the Western Options developed with Key Stakeholders.</li> <li>• Develop East Winnetka alternative analysis</li> <li>• Develop a neighborhood stormwater study for Fuller Lane</li> <li>• Develop stormwater quality sampling/monitoring program</li> <li>• Finalize engineering design and coordinate construction of Boal Parkway pump station.</li> </ul>	<p style="text-align: center;">12/31/17</p>
<p>Manage continued implementation of the Stormwater Master Plan to address resident responses seeking improved stormwater management, as noted in the 2014 Village Citizen Survey results.</p>	<ul style="list-style-type: none"> <li>• Complete necessary individual storm sewer system repairs identified via cleaning and video inspection</li> <li>• Implement an ongoing water quality monitoring program to support stormwater improvements</li> <li>• Complete design engineering for stormwater pumping improvements in the Boal Parkway neighborhood identified during the 2014 Flood Solutions (IKE Grant) project and complete construction.</li> <li>• Complete watershed flood study following NFIP guidelines to allow the Village to receive additional credit towards the Village's CRS rating number</li> <li>• Design and construct erosion control improvements in Sheridan Road ravine from Fisher Lane to Sheridan Road</li> <li>• Conduct cyclical cleaning operations of 50,000 lineal feet of storm sewer, including 250 basins and inlets</li> </ul>	<p style="text-align: center;">12/31/17</p>
<p>Complete a re-evaluation of western and southwestern drainage areas of the Village to develop non-STADI alternative flood reduction strategies</p>	<ul style="list-style-type: none"> <li>• Continue to engage in communication and future planning with critical key stakeholders based on the proposed concepts developed as part of the Awareness, Exploration, &amp; Vision public engagement phases overseen by staff and Strand Associates.</li> </ul>	<p style="text-align: center;">12/31/17</p>
<p>Implement annual maintenance and inspection programs to ensure sewer system is operational and reliable at all times.</p>	<ul style="list-style-type: none"> <li>• Perform annual cleaning and video investigation of sewer system.</li> <li>• Maintained 8 stormwater pump stations conducting numerous repairs and upgrades to maintain capacity.</li> <li>• Perform regular clearing and removal operations of vegetation for critical ditches to ensure a reliable conveyance of stormwater.</li> <li>• Install starter regulators at Skokie pump station.</li> <li>• Perform repairs at Mt. Pleasant pump station building.</li> </ul>	<p style="text-align: center;">12/31/17</p>

# Fiscal Year 2016 Department Objectives Review

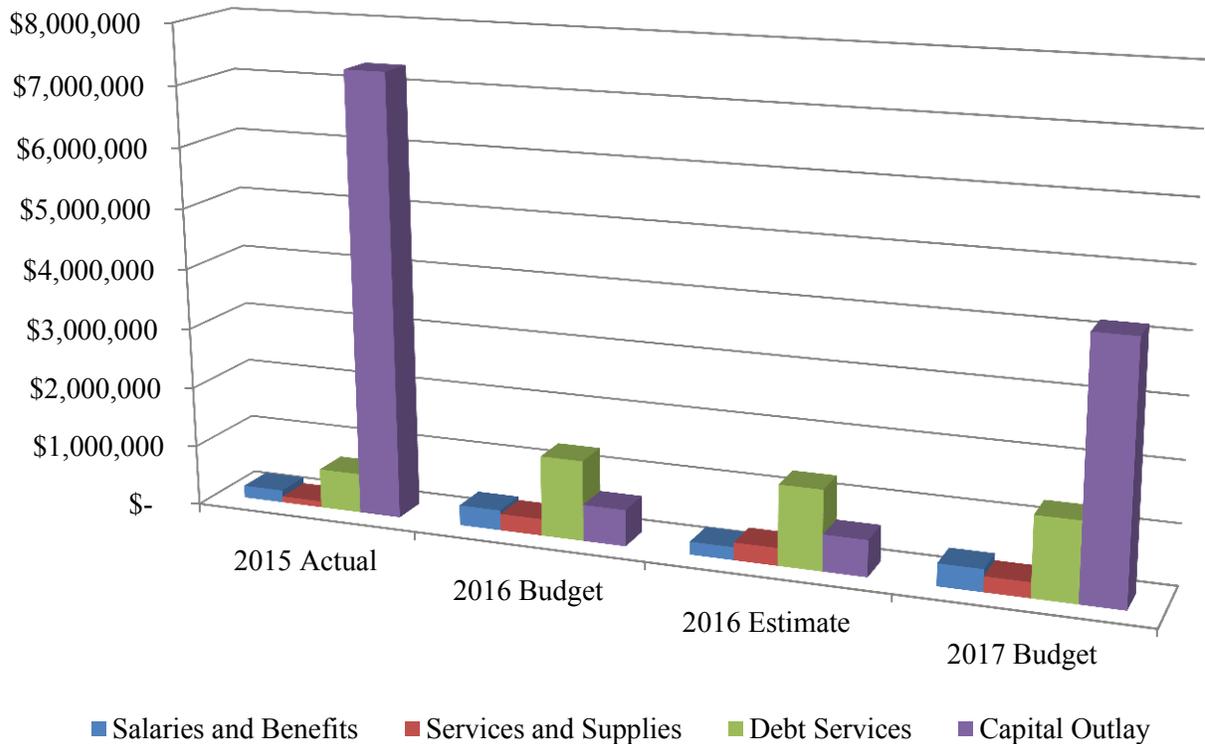
<u>Objective Status</u>	<u>December 31<sup>st</sup>, 2016</u> <u>Anticipated Completion</u>
Conducted cyclical cleaning operations of storm sewer to maintain 7-year cycle.	Complete
Provide long term stormwater relief and conveyance improvements throughout the Village.	Ongoing



# Financial Summary

Stormwater Sewer Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
<b>Operating</b>						
Revenue	\$ 3,780,589	\$ 1,959,040	\$ 2,030,000	\$ 2,061,551	5.2%	1.6%
Expenses	\$ (965,843)	\$ (1,942,192)	\$ (1,830,754)	\$ (1,941,387)	0.0%	6.0%
Net Operating Income (loss)	\$ 2,814,746	\$ 16,848	\$ 199,246	\$ 120,164	613.2%	-39.7%
<b>Operating Expense Detail</b>						
Salaries and Benefits	\$ 205,617	\$ 335,890	\$ 214,722	\$ 369,205	9.9%	71.9%
Services and Supplies	\$ 102,727	\$ 277,652	\$ 292,532	\$ 255,832	-7.9%	-12.5%
Debt Services	\$ 657,499	\$ 1,328,650	\$ 1,323,500	\$ 1,316,350	-0.9%	-0.5%
	\$ 965,843	\$ 1,942,192	\$ 1,830,754	\$ 1,941,387		
Capital Outlay	\$ 7,325,887	\$ 603,000	\$ 603,000	\$ 4,185,000	594.0%	594.0%
Total Fund Expense	\$ 8,291,730	\$ 2,545,192	\$ 2,433,754	\$ 6,126,387	140.7%	151.7%
Net Fund Income (loss)	\$ (4,511,141)	\$ (586,152)	\$ (403,754)	\$ (4,064,836)	593.5%	906.8%

## Stormwater Sewer Fund





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change																																
<b>Fund 580 - Storm Water Sewer Fund</b>																																							
<b>REVENUE</b>																																							
<b>Property Tax</b>																																							
580-401.01	Property Tax General	.00	.00	.00	.00		.00																																
	<i>Property Tax Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00																																
<b>Intergovernmental Revenue</b>																																							
580-430.45	Shared Revenue Grants	.00	.00	.00	.00		.00																																
	<i>Intergovernmental Revenue Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00																																
<b>Charges For Service</b>																																							
<b>Utilities- Electric, Water, Sewer, Refuse</b>																																							
580-449.01	Stormwater Sewer Service Winnetka	2,096,000.00	1,944,040.00	1,900,000.00	1,944,040.00		.00																																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;">Budget Transactions</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th style="text-align: left;">Level</th> <th style="text-align: left;">Transaction</th> <th></th> <th></th> <th style="text-align: right;">Number of Units</th> <th style="text-align: right;">Cost Per Unit</th> <th></th> <th style="text-align: right;">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>7420 E.R.U. x \$262/E.R.U.</td> <td></td> <td></td> <td style="text-align: right;">7,420.00</td> <td style="text-align: right;">262.00</td> <td></td> <td style="text-align: right;">1,944,040.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">Manager Totals</td> <td></td> <td style="text-align: right; border-top: 1px solid black;">\$1,944,040.00</td> </tr> </tbody> </table>								Budget Transactions								Level	Transaction			Number of Units	Cost Per Unit		Total Amount	Manager	7420 E.R.U. x \$262/E.R.U.			7,420.00	262.00		1,944,040.00						Manager Totals		\$1,944,040.00
Budget Transactions																																							
Level	Transaction			Number of Units	Cost Per Unit		Total Amount																																
Manager	7420 E.R.U. x \$262/E.R.U.			7,420.00	262.00		1,944,040.00																																
					Manager Totals		\$1,944,040.00																																
580-449.60	Stormwater Sewer Service Penalties	.00	.00	.00	.00		.00																																
	<i>Utilities- Electric, Water, Sewer, Refuse Totals</i>	\$2,096,000.00	\$1,944,040.00	\$1,900,000.00	\$1,944,040.00	0%	\$0.00																																
	<i>Charges For Service Totals</i>	\$2,096,000.00	\$1,944,040.00	\$1,900,000.00	\$1,944,040.00	0%	\$0.00																																
<b>Transfers</b>																																							
580-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00																																
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00																																
<b>Other Revenue</b>																																							
580-470	Property Sales	.00	.00	.00	.00		.00																																
580-474.90	Other Miscellaneous Income	2,000,000.00	.00	.00	.00		.00																																
580-475	Disposal of Capital Assets	.00	.00	.00	.00		.00																																
580-495	Bond Proceeds	.00	.00	.00	.00		.00																																



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 580 - Storm Water Sewer Fund</b>							
580-496	Capital Contributions	.00	.00	.00	.00		.00
	<i>Other Revenue Totals</i>	<u>\$2,000,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	<u>\$0.00</u>
 <b><u>Interest Income</u></b>							
580-460.05	Interest Interest on Investments	15,000.00	15,000.00	130,000.00	117,511.00	683	102,511.00
 <b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Interest income (\$15,668,134) * 0.75%				1.00	117,511.00	117,511.00
						Manager Totals	<u>\$117,511.00</u>
	<i>Interest Income Totals</i>	<u>\$15,000.00</u>	<u>\$15,000.00</u>	<u>\$130,000.00</u>	<u>\$117,511.00</u>	683%	<u>\$102,511.00</u>
	<b>REVENUE TOTALS</b>	<u>\$4,111,000.00</u>	<u>\$1,959,040.00</u>	<u>\$2,030,000.00</u>	<u>\$2,061,551.00</u>	5%	<u>\$102,511.00</u>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund	<b>580 - Storm Water Sewer Fund</b>						
Department	<b>75 - Stormwater</b>						
Division	<b>01 - Department Wide</b>						

**EXPENSE**

**Salary and Benefits**

**Employee Pay**

580.75.01-511	Regular Salaries	247,460.00	206,436.00	150,000.00	231,231.00	12	24,795.00
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Position Transactions

<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
Manager	300101 - Public Works Director	Earnings		16,606.00
Manager	300201 - Asst. Director Eng. & Public Wks	Earnings		14,097.00
Manager	300401 - Assistant Village Engineer	Earnings		12,146.00
Manager	300501 - Civil Engineer	Earnings		11,023.00
Manager	300801 - Sewer Supervisor	Earnings		54,762.00
Manager	301404 - Refuse Collector	Earnings		27,989.00
Manager	301405 - Maintenance Worker	Earnings		27,268.00
Manager	301410 - Maintenance Worker	Earnings		32,040.00
Manager	301411 - Maintenance Worker	Earnings		31,757.00
Manager	301601 - Administrative Secretary	Earnings		3,543.00
<b>Manager Totals</b>				<b>\$231,231.00</b>

580.75.01-512	Overtime Salaries	16,030.00	16,030.00	8,000.00	16,001.00		(29.00)
580.75.01-515	Sick Cashed In	937.00	5,952.00	6,822.00	3,560.00	(40)	(2,392.00)
580.75.01-518	Other Compensation	2,133.00	1,735.00	1,300.00	1,870.00	8	135.00

<i>Employee Pay Totals</i>	<b>\$266,560.00</b>	<b>\$230,153.00</b>	<b>\$166,122.00</b>	<b>\$252,662.00</b>	<b>10%</b>	<b>\$22,509.00</b>
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**Benefits**

580.75.01-521	Fringe Benefits - Worker's Compensation	16,000.00	16,000.00	.00	12,497.00	(22)	(3,503.00)
580.75.01-522	Fringe Benefits - Medical / Dental Insurance	31,868.00	40,750.00	17,000.00	51,195.00	26	10,445.00
580.75.01-528	Fringe Benefits - Life Insurance	188.00	189.00	100.00	228.00	21	39.00

<i>Benefits Totals</i>	<b>\$48,056.00</b>	<b>\$56,939.00</b>	<b>\$17,100.00</b>	<b>\$63,920.00</b>	<b>12%</b>	<b>\$6,981.00</b>
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# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 580 - Storm Water Sewer Fund</b>							
<b>Department 75 - Stormwater</b>							
<b>Division 01 - Department Wide</b>							
<b><u>Pensions</u></b>							
580.75.01-523	Fringe Benefits - Medicare	3,865.00	3,105.00	2,000.00	3,665.00	18	560.00
580.75.01-524	Fringe Benefits - Social Security	14,527.00	12,694.00	9,500.00	14,668.00	16	1,974.00
580.75.01-525	Fringe Benefits - IMRF Pension Er Contribution	38,783.00	32,999.00	20,000.00	34,290.00	4	1,291.00
<i>Pensions Totals</i>		\$57,175.00	\$48,798.00	\$31,500.00	\$52,623.00	8%	\$3,825.00
<i>Salary and Benefits Totals</i>		\$371,791.00	\$335,890.00	\$214,722.00	\$369,205.00	10%	\$33,315.00
<b><u>Services and Supplies</u></b>							
<b><u>Services &amp; Charges</u></b>							
580.75.01-550	Administrative Charges	.00	.00	.00	.00		.00
580.75.01-552	Engineering Services	45,000.00	145,000.00	145,000.00	75,000.00	(48)	(70,000.00)

Budget Transactions						
Level	Transaction	Number of Units	Cost Per Unit	Total Amount		
Manager	Evaluation of stormwater regulations	1.00	50,000.00	50,000.00		
Manager	Stormwater quality sampling/monitoring	1.00	20,000.00	20,000.00		
Manager	Watershed planning for CRS program	1.00	5,000.00	5,000.00		
Manager Totals				\$75,000.00		

580.75.01-553	Legal Services	.00	25,000.00	40,000.00	25,000.00		.00
580.75.01-555	GIS & Aerial Mapping	.00	.00	.00	.00		.00
580.75.01-556	Village Data Processing / Network Charge	.00	.00	.00	.00		.00
580.75.01-563	Telephone Service	1,000.00	1,152.00	1,032.00	1,332.00	16	180.00

Budget Transactions						
Level	Transaction	Number of Units	Cost Per Unit	Total Amount		
Manager	847-***-4184 (CallOne POTS) 1399 Winnetka Road vault	12.00	60.00	720.00		
Manager	Monthly PRI share (Comcast)	12.00	50.93	611.16		
Manager Totals				\$1,331.16		



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 580 - Storm Water Sewer Fund</b>							
<b>Department 75 - Stormwater</b>							
<b>Division 01 - Department Wide</b>							
580.75.01-567	Operations & Maintenance	58,000.00	78,000.00	78,000.00	126,000.00	62	48,000.00

**Budget Transactions**

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Contractual repairs	1.00	18,000.00	18,000.00
Manager	Drainage channel maintenance	1.00	3,000.00	3,000.00
Manager	Install starter regulators at Skokie River pump station	1.00	40,000.00	40,000.00
Manager	Misc.	1.00	2,000.00	2,000.00
Manager	NPDES permit fee	1.00	1,000.00	1,000.00
Manager	NPDES Phase II compliance activities	1.00	3,000.00	3,000.00
Manager	Purchase/install 2 rain gauges	2.00	1,000.00	2,000.00
Manager	Repair materials (pipe, CB's, etc.)	1.00	31,000.00	31,000.00
Manager	Repairs to Mt. Pleasant pump station building	1.00	4,000.00	4,000.00
Manager	Temporary help	1.00	22,000.00	22,000.00
<b>Manager Totals</b>				<b>\$126,000.00</b>

580.75.01-568	Utilities	26,500.00	26,500.00	26,500.00	26,500.00	.00
580.75.01-574	Vehicle Maint Service Charge	.00	.00	.00	.00	.00
<i>Services &amp; Charges Totals</i>		<b>\$130,500.00</b>	<b>\$275,652.00</b>	<b>\$290,532.00</b>	<b>\$253,832.00</b>	<b>(8%) (\$21,820.00)</b>

**Supplies**

580.75.01-537	Uniforms	2,000.00	2,000.00	2,000.00	2,000.00	.00
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**Budget Transactions**

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Safety/PPE Gear	1.00	1,000.00	1,000.00
Manager	Uniforms	1.00	1,000.00	1,000.00
<b>Manager Totals</b>				<b>\$2,000.00</b>

<i>Supplies Totals</i>		<b>\$2,000.00</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Services and Supplies Totals</i>		<b>\$132,500.00</b>	<b>\$277,652.00</b>	<b>\$292,532.00</b>	<b>\$255,832.00</b>	<b>(8%)</b>	<b>(\$21,820.00)</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund	<b>580 - Storm Water Sewer Fund</b>						
Department	<b>75 - Stormwater</b>						
Division	<b>01 - Department Wide</b>						

**Capital Outlay**

580.75.01-675	Stormwater Sewers	6,260,000.00	603,000.00	603,000.00	4,185,000.00	594	3,582,000.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Boal Parkway pump station improvements - construction	1.00	580,000.00	580,000.00
Manager	Early action items - construction (projects TBD)	1.00	2,500,000.00	2,500,000.00
Manager	Early action items - engineering (projects TBD)	1.00	500,000.00	500,000.00
Manager	East Winnetka Alternatives Analysis	1.00	180,000.00	180,000.00
Manager	Engineering - stakeholder engagement	1.00	50,000.00	50,000.00
Manager	Neighborhood - scale stormwater studies - Fuller Lane	1.00	50,000.00	50,000.00
Manager	Parking lot rehab - Lincoln Ave.	1.00	50,000.00	50,000.00
Manager	Sheridan Rd. Ravine Stabilization Project	1.00	275,000.00	275,000.00
Manager Totals				<b>\$4,185,000.00</b>

<i>Capital Outlay Totals</i>	\$6,260,000.00	\$603,000.00	\$603,000.00	\$4,185,000.00	594%	\$3,582,000.00
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**Insurance and Other Chargebacks**

580.75.01-530	Liability Insurance	.00	.00	.00	.00		.00
<i>Insurance and Other Chargebacks Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00

**Depreciation Expense**

580.75.01-800	Depreciation	.00	.00	.00	.00		.00
<i>Depreciation Expense Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00

**Debt Service**

580.75.01-705	Principal	675,000.00	680,000.00	680,000.00	695,000.00	2	15,000.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	2013 stormwater bond principal (2014 issue has no principal pmt)	1.00	695,000.00	695,000.00
Manager Totals				<b>\$695,000.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 580 - Storm Water Sewer Fund</b>							
<b>Department 75 - Stormwater</b>							
<b>Division 01 - Department Wide</b>							
580.75.01-710	Interest	657,150.00	643,650.00	643,500.00	616,350.00	(4)	(27,300.00)
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	2013 stormwater issue interest				1.00	271,250.00	271,250.00
Manager	2014 stormwater issue interest				1.00	345,100.00	345,100.00
	<i>Manager Totals</i>						<b>\$616,350.00</b>
580.75.01-715	Paying Agent Fees	5,000.00	5,000.00	.00	5,000.00		.00
580.75.01-720	Bond Issue Costs	.00	.00	.00	.00		.00
	<i>Debt Service Totals</i>	<b>\$1,337,150.00</b>	<b>\$1,328,650.00</b>	<b>\$1,323,500.00</b>	<b>\$1,316,350.00</b>	(1%)	<b>(\$12,300.00)</b>
<b>Transfers</b>							
580.75.01-900	Interfund Transfers - Payment in Lieu of Taxes	.00	.00	.00	.00		.00
580.75.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	+++	<b>\$0.00</b>
<b>Division 01 - Department Wide Totals</b>		<b>\$8,101,441.00</b>	<b>\$2,545,192.00</b>	<b>\$2,433,754.00</b>	<b>\$6,126,387.00</b>	141%	<b>\$3,581,195.00</b>
<b>Department 75 - Stormwater Totals</b>		<b>\$8,101,441.00</b>	<b>\$2,545,192.00</b>	<b>\$2,433,754.00</b>	<b>\$6,126,387.00</b>	141%	<b>\$3,581,195.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 580 - Storm Water Sewer Fund</b>							
Department <b>88 - Depreciation</b>							
Division <b>01 - Department Wide</b>							
<b>EXPENSE</b>							
<b>Depreciation Expense</b>							
580.88.01-800	Depreciation	.00	.00	.00	.00		.00
	<i>Depreciation Expense Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division <b>01 - Department Wide Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department <b>88 - Depreciation Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Department 99 - Transfers</b>							
Division <b>01 - Department Wide</b>							
<b>Transfers</b>							
580.99.01-900	Interfund Transfers - Payment in Lieu of Taxes	.00	.00	.00	.00		.00
580.99.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division <b>01 - Department Wide Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department <b>99 - Transfers Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<b>EXPENSE TOTALS</b>	\$8,101,441.00	\$2,545,192.00	\$2,433,754.00	\$6,126,387.00	141%	\$3,581,195.00
Fund <b>580 - Storm Water Sewer Fund Totals</b>	<b>REVENUE TOTALS</b>	\$4,111,000.00	\$1,959,040.00	\$2,030,000.00	\$2,061,551.00	5%	\$102,511.00
	<b>EXPENSE TOTALS</b>	\$8,101,441.00	\$2,545,192.00	\$2,433,754.00	\$6,126,387.00	141%	\$3,581,195.00
Fund <b>580 - Storm Water Sewer Fund Totals</b>		(\$3,990,441.00)	(\$586,152.00)	(\$403,754.00)	(\$4,064,836.00)	593%	(\$3,478,684.00)

# DEPARTMENT NARRATIVE

## WORKERS' COMPENSATION, LIABILITY, AND HEALTH INSURANCE

### Mission Statement/Purpose

The Village of Winnetka is self-insured for workers' compensation, liability, and health insurance. To account for these activities, these three funds are directly managed by Finance Department and Village Manager's Office personnel. Department charges fund the Workers' Compensation Fund and the Village uses a professional claims administrator to evaluate claims, co-ordinate appropriate medical care, and approve settlements.

The Village also self-funds its liability insurance fund. In general, The Village is self-insured for the first \$2,000,000 of each general liability claim. The Village is a member in a joint risk pool called the High Excess Liability Pool (HELP). This is not commercial insurance and only applies to claims that meet the HELP guidelines and exceeds \$2,000,000 in loss amount.

The Village makes available to its full-time employees a health insurance PPO plan. This plan is self-funded from the Health Insurance Fund. As our participant population is generally healthy, we have come to experience a fairly predictable claim figure of around \$3,000,000 annually. To administer the benefit plan and negotiate rates with providers, the Village retains a professional consultant at a rate of \$30,000 per year. Furthermore, the Village has a stop-loss policy, where the excess of claims over \$100,000 are paid by the policy.

### Current Year Department Accomplishments

- In conjunction with the Village's professional liability defense team, successfully kept liability claims to a minimum and vigorously contested claims on their merits. **(Liability)**
- Launched an online open enrollment process using the Village's existing financial software. **(Health)**
- Completed a workers' compensation insurance review. **(Workers' Compensation)**

## Fiscal Year 2017 Proposed Department Objectives

<u>Objective</u>	<u>Action Steps</u>	<u>Timeframe</u>
Preserve the financial health of the Village's self-insurance plans by evaluating department charges, rates, and excess insurance policies.	<ul style="list-style-type: none"> <li>• Determine if department charges for workers' compensation and liability insurance are at appropriate levels.</li> <li>• Evaluate the feasibility of alternative excess insurance plans and providers for workers' compensation, liability, and health.</li> </ul>	12/31/17
Evaluate the feasibility of implementing risk control programs and employee health improvement programs.	<ul style="list-style-type: none"> <li>• Revisit Village safety and risk management procedures and update where appropriate.</li> <li>• Considering the feasibility of incentivizing employee wellness programs to encourage greater participation.</li> </ul>	12/31/17

# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**

**Objective**

**Anticipated Completion Status**

Streamline the health insurance open enrollment process by exploring ways to go paperless.

Complete

Transition to a new Village-wide wellness program provider.

Complete

## Financial Summary

Worker's Compensation & Liability Funds	2017 Budget Work Comp	2017 Budget Liability	2017 Budget Health	2017 WC, L, & H Budget Total	2016 Budget Total
				A	B
<b>Revenues:</b>					
Premiums	\$ 537,470	\$ -	\$ 3,812,165	\$ 4,349,635	\$ 3,897,002
Other Revenue	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
Interest Income	\$ 14,993	\$ 17,965	\$ 11,438	\$ 44,396	\$ 19,000
	\$ 552,463	\$ 27,965	\$ 3,823,603	\$ 4,404,031	\$ 3,926,002
<b>Expenses:</b>					
Claims & Insurance	\$ 698,000	\$ 396,450	\$ 3,801,434	\$ 4,895,884	\$ 4,703,502
Net Income (Loss)	\$ (145,537)	\$ (368,485)	\$ 22,169	\$ (491,853)	\$ (777,500)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 600 - W.C. Insurance Fund</b>								
<b>REVENUE</b>								
<b>Interfund Services</b>								
<b>Liability Insurance</b>								
600-484.05	Insurance & Property Damage Loss Recovery	.00	.00	17,000.00	.00		.00	
	<i>Liability Insurance Totals</i>	\$0.00	\$0.00	\$17,000.00	\$0.00	+++	\$0.00	
<b>Workers' Compensation</b>								
600-481.01	W.C. Insurance Premiums Dept Charges	528,492.00	528,492.00	528,492.00	537,470.00	2	8,978.00	
<b>Budget Transactions</b>								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					12.00	2,000.00	24,000.00
	Manager					12.00	1,000.00	12,000.00
	Manager					12.00	10,413.17	124,958.04
	Manager					12.00	4,000.00	48,000.00
	Manager					12.00	3,333.00	39,996.00
	Manager					12.00	8,331.34	99,976.08
	Manager					12.00	8,500.00	102,000.00
	Manager					12.00	1,041.42	12,497.04
	Manager					12.00	1,041.42	12,497.04
	Manager					12.00	5,128.84	61,546.08
							<b>Manager Totals</b>	<b>\$537,470.28</b>
	<i>Workers' Compensation Totals</i>	\$528,492.00	\$528,492.00	\$528,492.00	\$537,470.00	2%	\$8,978.00	
	<i>Interfund Services Totals</i>	\$528,492.00	\$528,492.00	\$545,492.00	\$537,470.00	2%	\$8,978.00	
<b>Transfers</b>								
600-490.05	Interfund Transfers In Payment in Lieu of Taxes	.00	.00	.00	.00		.00	
600-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00	
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 600 - W.C. Insurance Fund</b>								
<b><u>Interest Income</u></b>								
600-460.05	Interest Interest on Investments	2,000.00	2,000.00	14,500.00	14,993.00	650	12,993.00	
Budget Transactions								
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Interest income (\$1,999,130) * 0.75%					1.00	14,993.00	14,993.00
						Manager Totals		\$14,993.00
600-461.10	Investment Income Unrealized Gain/Loss	.00	.00	.00	.00		.00	
	<i>Interest Income Totals</i>	\$2,000.00	\$2,000.00	\$14,500.00	\$14,993.00	650%	\$12,993.00	
	<b>REVENUE TOTALS</b>	\$530,492.00	\$530,492.00	\$559,992.00	\$552,463.00	4%	\$21,971.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change																																											
<b>Fund 600 - W.C. Insurance Fund</b>																																																		
<b>Department 90 - Insurance</b>																																																		
<b>Division 01 - Department Wide</b>																																																		
<b>EXPENSE</b>																																																		
<b>Services and Supplies</b>																																																		
<b>Services &amp; Charges</b>																																																		
600.90.01-551	Consulting Services	98,000.00	98,000.00	98,000.00	98,000.00		.00																																											
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6" style="text-align: left;">Budget Transactions</th> <th></th> <th></th> </tr> <tr> <th style="text-align: left;">Level</th> <th style="text-align: left;">Transaction</th> <th></th> <th></th> <th style="text-align: right;">Number of Units</th> <th style="text-align: right;">Cost Per Unit</th> <th style="text-align: right;">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>Claim administration contract</td> <td></td> <td></td> <td style="text-align: right;">4.00</td> <td style="text-align: right;">5,500.00</td> <td style="text-align: right;">22,000.00</td> </tr> <tr> <td>Manager</td> <td>State 2nd injury fund</td> <td></td> <td></td> <td style="text-align: right;">3.00</td> <td style="text-align: right;">2,000.00</td> <td style="text-align: right;">6,000.00</td> </tr> <tr> <td>Manager</td> <td>Worker's compensation excess insurance</td> <td></td> <td></td> <td style="text-align: right;">1.00</td> <td style="text-align: right;">70,000.00</td> <td style="text-align: right;">70,000.00</td> </tr> <tr> <td colspan="6" style="text-align: right;"><b>Manager Totals</b></td> <td style="text-align: right; border-top: 1px solid black;"><b>\$98,000.00</b></td> </tr> </tbody> </table>								Budget Transactions								Level	Transaction			Number of Units	Cost Per Unit	Total Amount	Manager	Claim administration contract			4.00	5,500.00	22,000.00	Manager	State 2nd injury fund			3.00	2,000.00	6,000.00	Manager	Worker's compensation excess insurance			1.00	70,000.00	70,000.00	<b>Manager Totals</b>						<b>\$98,000.00</b>
Budget Transactions																																																		
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																												
Manager	Claim administration contract			4.00	5,500.00	22,000.00																																												
Manager	State 2nd injury fund			3.00	2,000.00	6,000.00																																												
Manager	Worker's compensation excess insurance			1.00	70,000.00	70,000.00																																												
<b>Manager Totals</b>						<b>\$98,000.00</b>																																												
<i>Services &amp; Charges Totals</i>		\$98,000.00	\$98,000.00	\$98,000.00	\$98,000.00	0%	\$0.00																																											
<i>Services and Supplies Totals</i>		\$98,000.00	\$98,000.00	\$98,000.00	\$98,000.00	0%	\$0.00																																											
<b>Insurance and Other Chargebacks</b>																																																		
600.90.01-501	Claims	600,000.00	600,000.00	350,000.00	600,000.00		.00																																											
<i>Insurance and Other Chargebacks Totals</i>		\$600,000.00	\$600,000.00	\$350,000.00	\$600,000.00	0%	\$0.00																																											
Division <b>01 - Department Wide Totals</b>		\$698,000.00	\$698,000.00	\$448,000.00	\$698,000.00	0%	\$0.00																																											
Department <b>90 - Insurance Totals</b>		\$698,000.00	\$698,000.00	\$448,000.00	\$698,000.00	0%	\$0.00																																											
<b>EXPENSE TOTALS</b>		\$698,000.00	\$698,000.00	\$448,000.00	\$698,000.00	0%	\$0.00																																											
<b>Fund 600 - W.C. Insurance Fund Totals</b>																																																		
<b>REVENUE TOTALS</b>		\$530,492.00	\$530,492.00	\$559,992.00	\$552,463.00	4%	\$21,971.00																																											
<b>EXPENSE TOTALS</b>		\$698,000.00	\$698,000.00	\$448,000.00	\$698,000.00	0%	\$0.00																																											
<b>Fund 600 - W.C. Insurance Fund Totals</b>		(\$167,508.00)	(\$167,508.00)	\$111,992.00	(\$145,537.00)	(13%)	\$21,971.00																																											



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 610 - Liability Insurance Fund</b>							
<b>REVENUE</b>							
<b>Interfund Services</b>							
<b>Liability Insurance</b>							
610-480.01	Liability Insurance Premiums Dept Charges	.00	.00	.00	.00		.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Administration				12.00	667.00	8,004.00
Manager	Community Development				12.00	583.00	6,996.00
Manager	Electric				12.00	3,750.00	45,000.00
Manager	Fire				12.00	1,500.00	18,000.00
Manager	Police				12.00	3,750.00	45,000.00
Manager	Public Works				12.00	1,500.00	18,000.00
Manager	Refuse				12.00	1,417.00	17,004.00
Manager	Sewer				12.00	667.00	8,004.00
Manager	Suspended contributions for 2017				12.00	(15,334.00)	(184,008.00)
Manager	Water				12.00	1,500.00	18,000.00
	<b>Manager Totals</b>						<b>\$0.00</b>
	<i>Liability Insurance Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Interfund Services Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Transfers</b>							
610-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Other Revenue</b>							
610-432.30	Reimbursements Reimbursements	10,000.00	10,000.00	.00	10,000.00		.00
	<i>Other Revenue Totals</i>	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 610 - Liability Insurance Fund</b>								
<b><u>Interest Income</u></b>								
610-460.05	Interest Interest on Investments	2,000.00	2,000.00	15,500.00	17,965.00	798	15,965.00	
Budget Transactions								
<i>Level</i>		<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager		Interest income (\$2,395,361) * 0.75%				1.00	17,965.00	17,965.00
Manager Totals							\$17,965.00	
<i>Interest Income Totals</i>		\$2,000.00	\$2,000.00	\$15,500.00	\$17,965.00	798%	\$15,965.00	
<b>REVENUE TOTALS</b>		\$12,000.00	\$12,000.00	\$15,500.00	\$27,965.00	133%	\$15,965.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 610 - Liability Insurance Fund</b>							
<b>Department 90 - Insurance</b>							
<b>Division 01 - Department Wide</b>							

**EXPENSE**

**Services and Supplies**

**Services & Charges**

610.90.01-553	Legal Services	45,000.00	24,200.00	50,000.00	24,200.00		.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Estimated costs for outside legal counsel for claims	1.00	22,000.00	22,000.00
Manager	Special events monitoring	1.00	2,200.00	2,200.00
Manager Totals				\$24,200.00

<i>Services &amp; Charges Totals</i>	\$45,000.00	\$24,200.00	\$50,000.00	\$24,200.00	0%	\$0.00
<i>Services and Supplies Totals</i>	\$45,000.00	\$24,200.00	\$50,000.00	\$24,200.00	0%	\$0.00

**Insurance and Other Chargebacks**

610.90.01-501	Claims	150,000.00	150,000.00	50,000.00	150,000.00		.00
610.90.01-503	Unemployment Claims	.00	.00	.00	50,000.00		50,000.00
610.90.01-530	Liability Insurance	110,000.00	160,250.00	155,000.00	172,250.00	7	12,000.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Cyber security insurance	1.00	12,000.00	12,000.00
Manager	Director and officer coverage	1.00	14,000.00	14,000.00
Manager	Employment and public official liability	1.00	32,500.00	32,500.00
Manager	Fidelity bonds	1.00	3,750.00	3,750.00
Manager	High Excess Liability Pool	2.00	55,000.00	110,000.00
Manager Totals				\$172,250.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 610 - Liability Insurance Fund</b>							
<b>Department 90 - Insurance</b>							
Division <b>01 - Department Wide</b>							
	<i>Insurance and Other Chargebacks Totals</i>	\$260,000.00	\$310,250.00	\$205,000.00	\$372,250.00	20%	\$62,000.00
	Division <b>01 - Department Wide</b> Totals	\$305,000.00	\$334,450.00	\$255,000.00	\$396,450.00	19%	\$62,000.00
	Department <b>90 - Insurance</b> Totals	\$305,000.00	\$334,450.00	\$255,000.00	\$396,450.00	19%	\$62,000.00
	EXPENSE TOTALS	\$305,000.00	\$334,450.00	\$255,000.00	\$396,450.00	19%	\$62,000.00
	Fund <b>610 - Liability Insurance Fund</b> Totals						
	REVENUE TOTALS	\$12,000.00	\$12,000.00	\$15,500.00	\$27,965.00	133%	\$15,965.00
	EXPENSE TOTALS	\$305,000.00	\$334,450.00	\$255,000.00	\$396,450.00	19%	\$62,000.00
	Fund <b>610 - Liability Insurance Fund</b> Totals	(\$293,000.00)	(\$322,450.00)	(\$239,500.00)	(\$368,485.00)	14%	(\$46,035.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 620 - Health Insurance Fund</b>							
<b>REVENUE</b>							
<b>Interfund Services</b>							
<b>Health/Life Insurance</b>							
620-482.01	Health Insurance Premiums Dept Charges	2,212,220.00	2,340,000.00	2,248,133.00	2,564,504.00	10	224,504.00
620-482.02	Health Insurance Premiums Retirees	401,740.00	433,000.00	455,537.00	582,373.00	34	149,373.00
620-482.03	Health Insurance Premiums Employee Contributions	282,702.00	298,500.00	302,072.00	327,685.00	10	29,185.00
620-482.04	Health Insurance Premiums Library	146,810.00	146,810.00	144,000.00	132,986.00	(9)	(13,824.00)
620-482.05	Health Insurance Premiums Other Dept Charges	.00	.00	.00	27,319.00		27,319.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	HRA				1.00	15,200.00	15,200.00
Manager	Village-paid life insurance				1.00	12,119.00	12,119.00
						Manager Totals	\$27,319.00
620-483.11	Dental Premiums Department Charges	73,000.00	73,000.00	72,780.00	79,904.00	9	6,904.00
620-483.12	Dental Premiums Retirees	5,200.00	5,200.00	6,844.00	7,254.00	40	2,054.00
620-483.13	Dental Premiums Employee Contributions	72,000.00	72,000.00	76,859.00	90,140.00	25	18,140.00
620-483.14	Dental Premiums Library	.00	.00	.00	.00		.00
620-484.15	Insurance & Property Damage Health Excess Loss Ins	.00	.00	.00	.00		.00
<i>Health/Life Insurance Totals</i>		\$3,193,672.00	\$3,368,510.00	\$3,306,225.00	\$3,812,165.00	13%	\$443,655.00
<i>Interfund Services Totals</i>		\$3,193,672.00	\$3,368,510.00	\$3,306,225.00	\$3,812,165.00	13%	\$443,655.00
<b>Transfers</b>							
620-490.10	Interfund Transfers In Other Transfers	.00	.00	.00	.00		.00
<i>Transfers Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 620 - Health Insurance Fund</b>								
<b><u>Interest Income</u></b>								
620-460.05	Interest Interest on Investments	15,000.00	15,000.00	9,500.00	11,438.00	(24)	(3,562.00)	
Budget Transactions								
<i>Level</i>		<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager		Interest income (\$1,525,076) * 0.75%				1.00	11,438.00	11,438.00
Manager Totals							\$11,438.00	
<i>Interest Income Totals</i>		\$15,000.00	\$15,000.00	\$9,500.00	\$11,438.00	(24%)	(\$3,562.00)	
<b>REVENUE TOTALS</b>		\$3,208,672.00	\$3,383,510.00	\$3,315,725.00	\$3,823,603.00	13%	\$440,093.00	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 620 - Health Insurance Fund</b>							
Department <b>90 - Insurance</b>							
Division <b>01 - Department Wide</b>							

**EXPENSE**

Services and Supplies

Services & Charges

620.90.01-551	Consulting Services	639,552.00	639,552.00	464,596.00	670,179.00	5	30,627.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Blue Cross administration	2,571.00	65.00	167,115.00
Manager	Blue Cross stop-loss (\$100k per claim)	2,571.00	184.00	473,064.00
Manager	CBC	4.00	7,500.00	30,000.00
Manager Totals				\$670,179.00

<i>Services &amp; Charges Totals</i>	\$639,552.00	\$639,552.00	\$464,596.00	\$670,179.00	5%	\$30,627.00
<i>Services and Supplies Totals</i>	\$639,552.00	\$639,552.00	\$464,596.00	\$670,179.00	5%	\$30,627.00

Insurance and Other Chargebacks

620.90.01-501	Claims	2,517,288.00	2,660,000.00	2,691,376.00	2,898,479.00	9	238,479.00
620.90.01-502	Premiums - Dental	150,000.00	150,000.00	125,000.00	170,076.00	13	20,076.00
620.90.01-503	Unemployment Claims	70,000.00	70,000.00	25,000.00	.00	(100)	(70,000.00)

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Moved to Liability Insurance Fund in FY 2017	1.00	.01	.01
Manager Totals				\$0.01



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 620 - Health Insurance Fund</b>							
Department <b>90 - Insurance</b>							
Division <b>01 - Department Wide</b>							
620.90.01-504	Other Insurance	151,500.00	151,500.00	25,000.00	62,700.00	(59)	(88,800.00)
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	ACA related fees				1.00	5,000.00	5,000.00
Manager	Flex Administrative Fees				1.00	7,500.00	7,500.00
Manager	Flu clinics/Wellness				1.00	15,000.00	15,000.00
Manager	HRA Administration and HRA (152 x \$100)				1.00	20,200.00	20,200.00
Manager	Life Insurance				1.00	15,000.00	15,000.00
	Manager Totals						\$62,700.00
<i>Insurance and Other Chargebacks Totals</i>		\$2,888,788.00	\$3,031,500.00	\$2,866,376.00	\$3,131,255.00	3%	\$99,755.00
Division <b>01 - Department Wide Totals</b>		\$3,528,340.00	\$3,671,052.00	\$3,330,972.00	\$3,801,434.00	4%	\$130,382.00
Department <b>90 - Insurance Totals</b>		\$3,528,340.00	\$3,671,052.00	\$3,330,972.00	\$3,801,434.00	4%	\$130,382.00
<b>EXPENSE TOTALS</b>		\$3,528,340.00	\$3,671,052.00	\$3,330,972.00	\$3,801,434.00	4%	\$130,382.00
Fund <b>620 - Health Insurance Fund Totals</b>							
<b>REVENUE TOTALS</b>		\$3,208,672.00	\$3,383,510.00	\$3,315,725.00	\$3,823,603.00	13%	\$440,093.00
<b>EXPENSE TOTALS</b>		\$3,528,340.00	\$3,671,052.00	\$3,330,972.00	\$3,801,434.00	4%	\$130,382.00
Fund <b>620 - Health Insurance Fund Totals</b>		(\$319,668.00)	(\$287,542.00)	(\$15,247.00)	\$22,169.00	(108%)	\$309,711.00

# DEPARTMENT NARRATIVE

## DATA PROCESSING

### Mission Statement/Purpose

The mission of the Data Processing Fund is to provide robust support to all Village departments in the administration of the organization's technology needs. Data Processing staff is responsible for improving and maintaining organization-wide technology infrastructure including servers, communication cabling, and the Village phone system. In addition to routine system administration, Data Processing personnel also compile and maintain the Village's technology infrastructure replacement plan.

### Current Year Department Accomplishments

- Designed and installed custom reports for the Village's financial software platform.
- With Finance Department personnel, began hosting quarterly financial software user group sessions for Village staff.
- Administered an RFP process with the intent to enter into a new contract with an IT consulting firm that helps to support the Data Processing Fund's mission.
- Supported the Village's Emergency Operation's Center (EOC) by programming the phone system to cut to an emergency mode when necessary.
- Implemented a Village-wide email archiving solution to assist in Freedom of Information Act (FOIA) responses and recovering historical information for operational purposes.
- Analyzed Village IT security and prepared recommendations to improve the security of our technology infrastructure.
- Implemented comprehensive Information Technology asset replacement plan.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **1.0**

FY 2016 FTEs: **1.0**

FY 2015 FTEs: **1.0**

FY 2014 FTEs: **1.0**

Proposed FY 2017 Cost of Salaries and Benefits: **\$223,707**

Projected FY 2016 Cost of Salaries and Benefits: **\$201,404**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$201,213**

Actual FY 2015 Cost of Salaries and Benefits: **\$211,800**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **11.2%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$223,707**

FY 2016 Services and Supplies Budget: **\$235,818**

FY 2015 Services and Supplies Budget: **\$235,816**

FY 2014 Services and Supplies Budget: **\$240,316**

Projected Year-End FY 2016 S&S Budget: **\$235,664**

Actual FY 2015 Cost of Services and Supplies: **\$129,983**

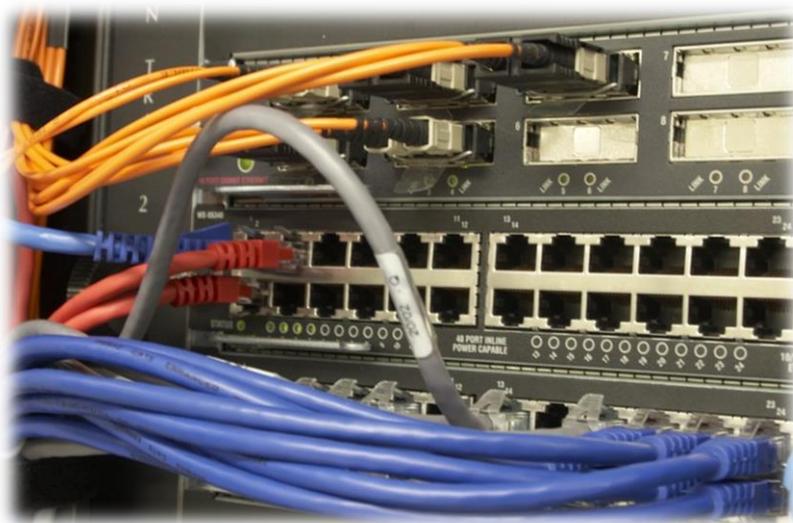
FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **4.7%**

## Fiscal Year 2017 Proposed Department Objectives

<u>Objective</u>	<u>Action Steps</u>	<u>Timeframe</u>
Replace aging Village servers with new machines.	<ul style="list-style-type: none"> <li>• Design specifications for new servers by referencing industry standards and best practices.</li> <li>• Obtain competitive pricing for hardware and software.</li> <li>• Install, test, and launch new server hardware.</li> </ul>	12/31/17
Further expand the Village's technology replacement plan, introduced in 2016.	<ul style="list-style-type: none"> <li>• Expand plan to include other user devices such as monitors and printers.</li> <li>• Expand plan to include Village servers and network devices.</li> </ul>	12/31/17

## Fiscal Year 2016 Department Objectives Review

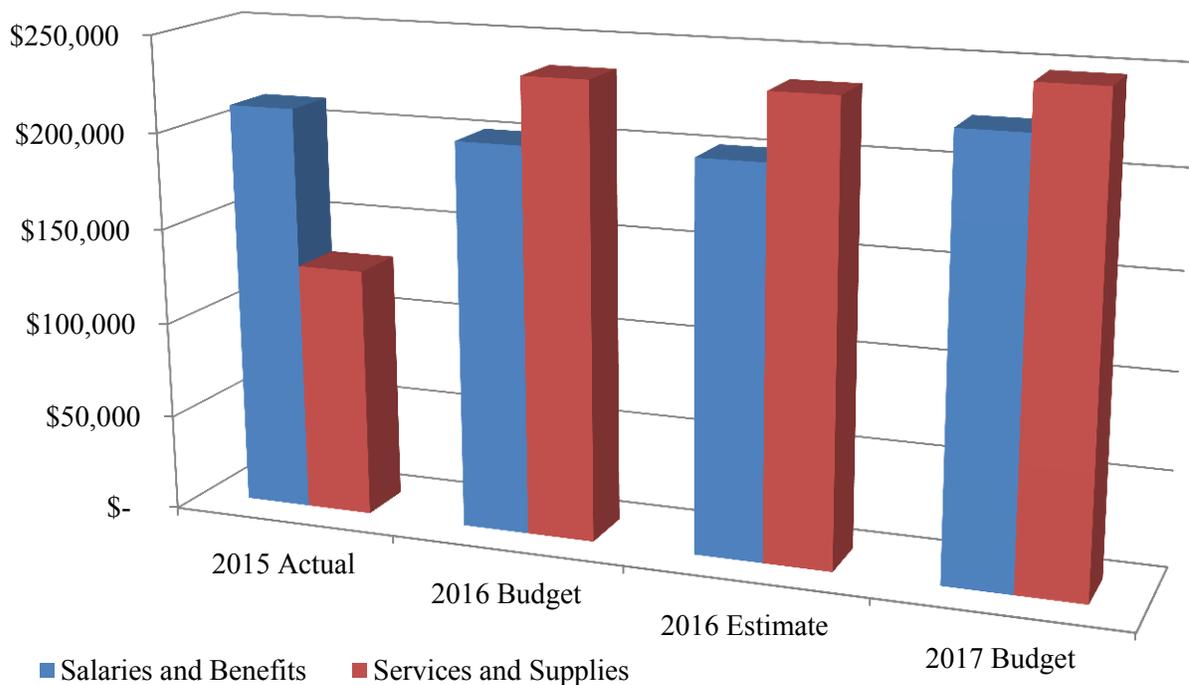
<u>Objective</u>	<u>December 31<sup>st</sup>, 2016</u> <u>Anticipated Completion</u>
Formulate specifications for a technology consultant RFP.	Completed
Expand user accessibility and understand of the New World financial software system.	Ongoing



# Financial Summary

Data Processing Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
<b>Operating</b>						
Revenue	\$ 332,317	\$ 329,400	\$ 333,542	\$ 334,185	1.5%	0.2%
Expenses	\$ (341,783)	\$ (437,031)	\$ (437,068)	\$ (470,715)	7.7%	7.7%
Net Operating Income (loss)	\$ (9,466)	\$ (107,631)	\$ (103,526)	\$ (136,530)	26.9%	31.9%
<b>Operating Expense Detail</b>						
Salaries and Benefits	\$ 211,800	\$ 201,213	\$ 201,404	\$ 223,707	11.2%	11.1%
Services and Supplies	\$ 129,983	\$ 235,818	\$ 235,664	\$ 247,008	4.7%	4.8%
	\$ 341,783	\$ 437,031	\$ 437,068	\$ 470,715		
Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Total Fund Expense	\$ 341,783	\$ 437,031	\$ 437,068	\$ 470,715	7.7%	7.7%
Net Fund Income (loss)	\$ (9,466)	\$ (107,631)	\$ (103,526)	\$ (136,530)	26.9%	31.9%

## Data Processing Fund



# VILLAGE OF WINNETKA

## TECHNOLOGY REPLACEMENT PLAN

### **Purpose**

The Village of Winnetka owns and maintains dozens of personal computers, laptops, tablets, peripheral, servers, and communication cabling. In the past, technology assets were depreciated but continuously used until hardware failure or gross obsolescence. The purpose of the technology replacement plan is to create a consistent and predictable schedule of technology replacement throughout the Village of Winnetka.

The Plan is maintained by the Data Processing Department and updated whenever a new asset is added or an old asset is retired from service. Departments are circulated the Plan during the annual budget process and instructed to include equipment fitting the criteria for replacement (listed below) in their annual department budget.

For fiscal year 2017, the Plan includes user desktop and laptop computers that are scheduled for replacement. Each subsequent year, staff intends to add additional technological components to the Plan such as servers and peripherals.

In conjunction with usage observations and industry best practices, technological equipment is generally replaced using the timeframes indicated below:

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**Personal Desktop Computers:** 4 years

**Laptop Computers:** 4 years

**Tablet Computers:** 4 years

**Desktop Computer Monitors:** 7 years OR failure, whichever comes earlier

**Printers:** 7 years OR failure, whichever comes earlier

**Network Servers:** 6 years OR failure, whichever comes earlier

**Network Switches:** 8 years OR failure OR obsolete, whichever comes earlier

**Peripherals (Keyboard, Mouse, etc.):** To be replaced when user machines are replaced OR failure, unless less than one year old

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Finally, it is important to note that the Village places technology being replaced in inventory as backup units if in good condition and attempts to resell the remaining units for either credit toward new items or cash, pending Council approval for disposal.

# FY 2017 SCHEDULE OF COMPUTER REPLACEMENTS

Desktop, laptop, and tablet computers with an install date or BIOS date of 2012 or earlier are scheduled to be replaced.

## Village Manager's Office

<i>Computer Name</i>	<i>Operating System</i>	<i>Location</i>	<i>Manufacturer</i>	<i>Model</i>	<i>Install Date</i>	<i>Bios Date</i>
<b>MGR-ASSTOMGR</b>	Windows 7 Professional x64 Edition	Village Hall - Manager	Hewlett-Packard	HP EliteBook 8560p	7/23/2012	12/22/2011
<b>MGR-ADMINDESK</b>	Windows 7 Professional x64 Edition	Village Hall - Manager	Hewlett-Packard	HP ProDesk 600 G1 TWR	1/21/2014	9/9/2013
<b>MGR-ANALYST</b>	Windows 7 Professional x64 Edition	Village Hall - Manager	Hewlett-Packard	HP EliteBook 850 G1	5/8/2014	10/9/2013
<b>MGR-VILLAGEMGR</b>	Windows 7 Professional x64 Edition	Village Hall - Manager	Hewlett-Packard	HP EliteBook 850 G1	2/20/2015	9/3/2014
<b>MGR-ECODEVO</b>	Windows 7 Professional x64 Edition	Village Hall - Manager	Hewlett-Packard	HP EliteBook 850 G1	4/13/2015	1/26/2016
<b>MGR-SP4</b>	Windows 10 Pro x64 Edition	Village Hall - Manager	Microsoft Corporation	Surface Pro 4	1/15/2016	1/29/2016
<b>MGR-ASSTVLGMGR</b>	Windows 7 Professional	Village Hall - Manager	Hewlett-Packard	HP ProBook 6550b		9/2/2011

## Finance Department

<i>Computer Name</i>	<i>Operating System</i>	<i>Location</i>	<i>Manufacturer</i>	<i>Model</i>	<i>Install Date</i>	<i>Bios Date</i>
<b>FIN-BENEFITSUPP</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP Compaq Pro 6300 MT	2/25/2013	5/7/2012
<b>FIN-UTIL-1</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP Compaq Pro 6300 MT	2/25/2013	5/7/2012
<b>FIN-UTIL-2</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP Compaq Pro 6300 MT	2/25/2013	5/7/2012
<b>FIN-READER</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP Compaq Pro 6300 MT	2/25/2013	5/7/2012
<b>FIN-AP1</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP Compaq Pro 6300 MT	2/25/2013	5/7/2012
<b>FIN-AP2</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP Compaq Pro 6300 MT	2/25/2013	5/7/2012
<b>FIN-CASHIER</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP Compaq Pro 6300 MT	2/25/2013	5/7/2012
<b>FIN-CASHREG</b>	Windows 7 Professional	Village Hall - Finance	Hewlett-Packard	HP ProDesk 400 G1 SFF	1/17/2014	9/22/2013
<b>FIN-ACCOUNTANT</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP ProBook 650 G1	7/24/2014	7/20/2015
<b>FIN-HRADMIN</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP EliteBook 850 G1	10/22/2014	1/26/2016
<b>FIN-UTIL-3</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP EliteDesk 800 G1 TWR	6/12/2015	12/11/2014
<b>FIN-ROUTESTAR</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP ProDesk 600 G1 TWR	11/4/2015	7/13/2015
<b>FIN-AFD</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	HP	HP EliteBook 850 G3	7/8/2016	3/22/2016
<b>FIN-PR-COORD</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP ProDesk 400 G1 MT		4/17/2014
<b>WINN-FD</b>	Windows 10 Pro x64 Edition	Village Hall - Finance	HP	HP Spectre x360 Convertible		1/15/2016
<b>FIN-ACCTGMGR</b>	Windows 7 Professional x64 Edition	Village Hall - Finance	Hewlett-Packard	HP ProBook 650 G1		4/29/2014

## Community Development Department

<i>Computer Name</i>	<i>Operating System</i>	<i>Location</i>	<i>Manufacturer</i>	<i>Model</i>	<i>Install Date</i>	<i>Bios Date</i>
<b>CDEV-PERMCOORD</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP Compaq Pro 6300 MT	3/25/2013	10/29/2012
<b>CDEV-ADMASST</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP Compaq Pro 6300 MT	3/25/2013	10/29/2012
<b>CDEV-CDD</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP EliteBook 850 G1	9/2/2014	04/29/2014
<b>CDEV-PLANNING1</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP EliteBook 850 G1	9/2/2014	01/26/2016
<b>CDEV-ACDD</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP EliteBook 850 G1	9/11/2014	9/1/2015
<b>CDEV-PLANNING2</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP EliteBook 850 G1	9/12/2014	12/09/2014
<b>CDEV-INSPECT3</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP ProDesk 405 G2 MT	3/9/2015	1/8/2015
<b>CDEV-INSPECT1</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP ProDesk 405 G2 MT	3/9/2015	1/8/2015
<b>CDEV-INSPECT2</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP ProDesk 405 G2 MT	3/10/2015	9/12/2014
<b>CDEV-CODE</b>	Windows 7 Professional x64 Edition	Village Hall - Community Devel	Hewlett-Packard	HP ProDesk 405 G2 MT	3/11/2015	1/8/2015

## Police Department

<i>Computer Name</i>	<i>Operating System</i>	<i>Location</i>	<i>Manufacturer</i>	<i>Model</i>	<i>Install Date</i>	<i>Bios Date</i>
WPD166	Windows 7 Professional x64 Edition	PSB - Police - Offices	LENOVO	7517A6U	10/17/2011	7/11/2011
WPD167	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Compaq 6200 Pro MT PC	6/4/2012	11/10/2011
WPD168	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Compaq 6200 Pro MT PC	6/4/2012	11/10/2011
WPD169	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD170	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD171	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD172	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD173	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD174	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD175	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD177	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD178	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD179	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD180	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	7/24/2012	3/26/2012
WPD182	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP EliteBook 8560w	7/30/2012	6/7/2012
WPD183	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP EliteBook 8560w	7/30/2012	6/7/2012
WPD186	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Compaq Elite 8300 SFF	2/5/2013	5/7/2012
WPD187	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Compaq Elite 8300 SFF	2/5/2013	5/7/2012
WPD188	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Compaq Elite 8300 SFF	5/30/2013	10/29/2012
WPD189	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Compaq Elite 8300 SFF	5/30/2013	10/29/2012
WPD190	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Compaq Elite 8300 SFF	5/30/2013	10/29/2012
WPD191	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Compaq Elite 8300 SFF	5/30/2013	10/29/2012
WPD192	Windows 7 Professional	PSB - Police - Offices	Hewlett-Packard	HP Compaq Pro 6305 SFF	6/11/2013	2/22/2013
WPD193	Windows 7 Professional	PSB - Police - Offices	Hewlett-Packard	HP Compaq Pro 6305 SFF	6/11/2013	2/22/2013
WPD194	Windows 7 Professional	PSB - Police - Offices	Hewlett-Packard	HP Compaq Pro 6305 SFF	6/11/2013	2/22/2013
WPD195	Windows 7 Professional	PSB - Police - Offices	Hewlett-Packard	HP Compaq Pro 6305 SFF	6/11/2013	2/22/2013
WPD181	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series	10/17/2013	3/26/2012
WINN-PRESCIENT	Windows 10 Pro x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP EliteDesk 800 G1 TWR	4/1/2014	12/17/2013
WPD103	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP ProDesk 405 G2 MT	4/8/2015	1/8/2015
WPD102	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP ProDesk 405 G2 MT	4/23/2015	1/8/2015
WPD-101	Windows 7 Professional x64 Edition	PSB - Police - Records	Hewlett-Packard	HP 350 G1		6/12/2014
WPD160	Windows 7 Professional	PSB - Police - Offices	Dell Inc.	OptiPlex 760		9/26/2008
WPD161	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pavilion dv7 Notebook PC		11/7/2011
WPD176	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP Pro 3405 Series		3/26/2012
WPD184	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP EliteBook 8560w		6/7/2012
WPD197	Windows 8.1 Pro x64 Edition	PSB - Police - Offices	LENOVO	20CD002JUS		10/17/2013
WPD198	Windows 8.1 Pro x64 Edition	PSB - Police - Offices	Microsoft Corporation	Surface with Windows 8 Pro		8/20/2013
WPD199	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP ProDesk 405 G2 MT		1/8/2015
WPD200	Windows 7 Professional x64 Edition	PSB - Police - Offices	Hewlett-Packard	HP ProDesk 405 G2 MT		1/8/2015
WPD202	Windows 10 Pro x64 Edition	PSB - Police - Offices	Microsoft Corporation	Surface Pro 3		4/7/2015

## Fire Department

<i>Computer Name</i>	<i>Operating System</i>	<i>Location</i>	<i>Manufacturer</i>	<i>Model</i>	<i>Install Date</i>	<i>Bios Date</i>
FD-EMNET	Windows XP Professional	PSB - Fire - Offices	MICRO-STAR INTERNATIONAL CO., LTD	MS-7181	8/15/2007	2/27/2007
FIRE-LT	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP Compaq 6200 Pro MT PC	2/27/2012	11/10/2011
FIRE-ANALYST	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP Compaq Pro 6300 MT	11/19/2012	5/7/2012
FIRE-CLASSRM	Windows 7 Professional x64 Edition	PSB - Fire - Classroom	Hewlett-Packard	HP Compaq Pro 6300 MT	3/6/2013	10/29/2012
FD-CHIEF	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP Compaq Elite 8300 CMT	3/26/2013	10/29/2012
FIRE-DCHIEF	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP Compaq Elite 8300 CMT	3/26/2013	10/29/2012
FIRE-INSPEC1	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP Compaq Pro 6305 MT	8/1/2013	2/22/2013
FIRE-INSPECT2	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP Compaq Pro 6305 MT	8/1/2013	2/22/2013
FIRE-LIEUT2	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP Compaq Pro 6305 MT	8/1/2013	2/22/2013
FIRE-LIEUT3	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP Compaq Pro 6305 MT	8/1/2013	2/22/2013
FD-FIREPREVW7	Windows 7 Professional	PSB - Fire - Offices	Hewlett-Packard	HP Compaq dc5700 Microtower	6/3/2014	4/13/2007
FIRE-CAPTAIN	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP EliteDesk 800 G1 TWR	7/16/2015	12/11/2014
FDRADIO	Windows 7 Professional	PSB - Fire - Offices	Matsushita Electric Industrial Co.,Ltd.	CF-29NWQGCBM		8/3/2006
FIRE-CAP	Windows 7 Professional x64 Edition	PSB - Fire - Offices	Hewlett-Packard	HP Compaq 6200 Pro MT PC		11/10/2011
FIRECHIEF-SP3	Windows 8.1 Pro x64 Edition	PSB - Fire - Offices	Microsoft Corporation	Surface Pro 3		4/7/2015
FIRE-EMS2	Windows 7 Professional	PSB - Fire - Offices	Panasonic Corporation	CF-19AHUAX1M		6/16/2011
DC-LAPTOP	Windows 7 Professional	PSB - Fire - Offices	Hewlett-Packard	8710P		11/25/2008

## Public Works Department

<i>Computer Name</i>	<i>Operating System</i>	<i>Location</i>	<i>Manufacturer</i>	<i>Model</i>	<i>Install Date</i>	<i>Bios Date</i>
PW-SIGNSHOP	Windows XP Professional	Village Yards - PW	Hewlett-Packard	HP Compaq dc5800 Microtower	3/11/2009	1/31/2008
PWORKS-INTERN	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	1/13/2011	8/25/2009
PWORKS-ENG1	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	1/13/2011	8/25/2009
PWORKS-ENG2	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	1/13/2011	8/25/2009
PWORKS-FORESTER	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	1/17/2011	8/25/2009
PWORKS-STREETS	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	2/17/2011	8/25/2009
PWORKS-FLEET1	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	2/18/2011	6/14/2010
PWORKS-STREETS2	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	2/18/2011	8/25/2009
PWORKS-SEC	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	4/20/2011	8/25/2009
PWORKS-FLEET2	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	5/19/2011	8/25/2009
PWORKS-SEWER	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC	11/26/2013	8/25/2009
PWORKS-ANALYST	Windows 7 Professional x64 Edition	Village Yards - PW	Hewlett-Packard	HP EliteBook 850 G1	5/28/2014	3/25/2014
GIS-MGP	Windows 7 Professional x64 Edition	Village Yards - PW	Hewlett-Packard	HP EliteDesk 800 G1 TWR	11/12/2014	7/15/2014
PWORKS-PWD	Windows 10 Pro x64 Edition	Village Yards - PW	Microsoft Corporation	Surface Pro 4	2/29/2016	1/29/2016
PW-SUPTOPS	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP EliteBook 8540p		9/13/2013
PWORKS-APWD	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP EliteBook 8540p		8/23/2010
PWORKS-REFUSE	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP Compaq 6000 Pro MT PC		8/25/2009
WINN-LOAN-1	Windows 7 Professional	Village Yards - PW	Hewlett-Packard	HP EliteBook 8540p		7/8/2014

## Water & Electric Department

<i>Computer Name</i>	<i>Operating System</i>	<i>Location</i>	<i>Manufacturer</i>	<i>Model</i>	<i>Install Date</i>	<i>Bios Date</i>
ELPLANT_OFFICE2	Windows XP Professional	Electric Plant	Hewlett-Packard	HP Compaq dc5800 Microtower	2/3/2009	8/1/2008
EP-SHACK	Windows XP Professional	Electric Plant	Hewlett-Packard	HP Compaq 6000 Pro MT PC	6/29/2010	8/25/2009
EP-BOILER	Windows 7 Professional	Electric Plant	Hewlett-Packard	HP Pro 3400 Series MT	4/11/2012	2/14/2012
EP-METER	Windows 7 Professional	Electric Plant	Hewlett-Packard	HP Compaq Pro 6300 MT	4/30/2013	10/29/2012
WE-EPSUPT	Windows 7 Professional x64 Edition	Electric Plant	Hewlett-Packard	HP Pro3500 Series	5/5/2015	6/25/2014
WE-CTECH1	Windows 7 Professional x64 Edition	Electric Plant	Hewlett-Packard	HP Pro3500 Series	6/9/2015	6/25/2014
ELECTRICPLANT	Windows 7 Professional x64 Edition	Electric Plant	Hewlett-Packard	HP 280 G1 MT	11/28/2015	8/6/2015
EP-ADMINDESK	Windows 7 Professional x64 Edition	Electric Plant	Hewlett-Packard	HP 280 G1 MT	1/29/2016	9/28/2015
EP-CAMERAS	Windows 7 Professional x64 Edition	Electric Plant	Hewlett-Packard		6/1/2015	
EP-CTECH2	Windows XP Professional	Electric Plant	Panasonic	CF-52GUNBE2M		1/20/2009
EP-TOUGHBOOKCF5	Windows XP Professional	Electric Plant	Panasonic	CF-52GFNBE2M		6/5/2009
WE-ENGINEER1	Windows 7 Professional x64 Edition	Village Yards - W&E	Hewlett-Packard	HP ProBook 4730s	10/24/2011	5/13/2011
WE-CREW1	Windows 7 Professional	Village Yards - W&E	Hewlett-Packard	HP Pro 3405 Series	7/18/2012	12/16/2011
WE-CREW2	Windows 7 Professional	Village Yards - W&E	Hewlett-Packard	HP Pro 3405 Series	7/18/2012	12/16/2011
WE-CREW3	Windows 7 Professional	Village Yards - W&E	Hewlett-Packard	HP Pro 3405 Series	8/16/2012	12/16/2011
WE-DISTSUPT	Windows 7 Professional x64 Edition	Village Yards - W&E	Hewlett-Packard	HP EliteBook 8760w	11/29/2012	03/29/2012
WE-ENGINEER2	Windows 7 Professional	Village Yards - W&E	Hewlett-Packard	HP Compaq 6000 Pro MT PC	5/16/2013	8/25/2009
WE-AWED	Windows 7 Professional x64 Edition	Village Yards - W&E	Hewlett-Packard	HP EliteBook 850 G1	1/29/2015	9/3/2014
WE-WED	Windows 7 Professional x64 Edition	Village Yards - W&E	Hewlett-Packard	HP EliteBook 8760w	4/29/2015	4/14/2011
WE-WATERDIST	Windows 7 Professional	Village Yards - W&E	Hewlett-Packard	HP Pro 3405 Series	11/17/2015	12/16/2011
WE-MAPPING	Windows XP Professional	Village Yards - W&E	Hewlett-Packard	HP d530 CMT(PB134U)		1/15/2004
WE-WATERPLANT	Windows 7 Professional x64 Edition	Water Plant	Hewlett-Packard	HP Pro 3500 Series	3/21/2013	1/23/2013
WE-WPLAB	Windows 7 Professional x64 Edition	Water Plant	Hewlett-Packard	HP 280 G1 MT	9/17/2015	8/6/2015
WP-CAMERAS	Windows 7 Professional x64 Edition	Water Plant	Hewlett-Packard		6/1/2015	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 630 - Data Processing Fund							
REVENUE							
<u>Charges For Service</u>							
<u>Other Charges for Service</u>							
630-452	Internal Service Charges	328,200.00	328,200.00	328,042.00	328,042.00		(158.00)
	<i>Other Charges for Service Totals</i>	\$328,200.00	\$328,200.00	\$328,042.00	\$328,042.00	0%	(\$158.00)
	<i>Charges For Service Totals</i>	\$328,200.00	\$328,200.00	\$328,042.00	\$328,042.00	0%	(\$158.00)
<u>Interest Income</u>							
630-460.05	Interest Interest on Investments	1,200.00	1,200.00	5,500.00	6,143.00	412	4,943.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Interest income (\$819,126) * 0.75%				1.00	6,143.00	6,143.00
						Manager Totals	\$6,143.00
	<i>Interest Income Totals</i>	\$1,200.00	\$1,200.00	\$5,500.00	\$6,143.00	412%	\$4,943.00
	<b>REVENUE TOTALS</b>	\$329,400.00	\$329,400.00	\$333,542.00	\$334,185.00	1%	\$4,785.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 630 - Data Processing Fund</b>							
<b>Department 85 - Data Processing</b>							
<b>Division 01 - Department Wide</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
630.85.01-511	Regular Salaries	138,465.00	144,343.00	144,343.00	148,589.00	3	4,246.00
Position Transactions							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		220301 - Information Systems Manager		Earnings		148,589.00
						Manager Totals	\$148,589.00
630.85.01-515	Sick Cashed In	.00	4,455.00	4,646.00	19,050.00	328	14,595.00
	<i>Employee Pay Totals</i>	<b>\$138,465.00</b>	<b>\$148,798.00</b>	<b>\$148,989.00</b>	<b>\$167,639.00</b>	<b>13%</b>	<b>\$18,841.00</b>
<b>Benefits</b>							
630.85.01-522	Fringe Benefits - Medical / Dental Insurance	20,032.00	21,456.00	21,456.00	22,962.00	7	1,506.00
630.85.01-528	Fringe Benefits - Life Insurance	99.00	116.00	116.00	114.00	(2)	(2.00)
	<i>Benefits Totals</i>	<b>\$20,131.00</b>	<b>\$21,572.00</b>	<b>\$21,572.00</b>	<b>\$23,076.00</b>	<b>7%</b>	<b>\$1,504.00</b>
<b>Pensions</b>							
630.85.01-523	Fringe Benefits - Medicare	2,008.00	2,158.00	2,158.00	2,431.00	13	273.00
630.85.01-524	Fringe Benefits - Social Security	7,049.00	7,347.00	7,347.00	7,812.00	6	465.00
630.85.01-525	Fringe Benefits - IMRF Pension Er Contribution	20,147.00	21,338.00	21,338.00	22,749.00	7	1,411.00
	<i>Pensions Totals</i>	<b>\$29,204.00</b>	<b>\$30,843.00</b>	<b>\$30,843.00</b>	<b>\$32,992.00</b>	<b>7%</b>	<b>\$2,149.00</b>
	<i>Salary and Benefits Totals</i>	<b>\$187,800.00</b>	<b>\$201,213.00</b>	<b>\$201,404.00</b>	<b>\$223,707.00</b>	<b>11%</b>	<b>\$22,494.00</b>



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 630 - Data Processing Fund</b>							
<b>Department 85 - Data Processing</b>							
<b>Division 01 - Department Wide</b>							
<b><u>Services and Supplies</u></b>							
<b><u>Services &amp; Charges</u></b>							
630.85.01-550	Administrative Charges	60,816.00	60,816.00	60,816.00	60,816.00		.00
630.85.01-557	Technology Licensing & Maintenance	175,000.00	163,961.00	163,961.00	175,001.00	7	11,040.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Internet charges previously built-in moved to Telephone Service				1.00	1.00	1.00
Manager	New servers				1.00	15,000.00	15,000.00
Manager	Technology licensing and maintenance				1.00	160,000.00	160,000.00
	<b>Manager Totals</b>						<b>\$175,001.00</b>
630.85.01-563	Telephone Service	.00	11,041.00	10,887.00	11,191.00	1	150.00
<b>Budget Transactions</b>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	847-***-2594 (CallOne POTS) modem				12.00	60.00	720.00
Manager	Fiber and COAX internet service (Comcast)				12.00	847.11	10,165.32
Manager	Monthly PRI share (Comcast)				12.00	25.46	305.52
	<b>Manager Totals</b>						<b>\$11,190.84</b>
	<i>Services &amp; Charges Totals</i>	\$235,816.00	\$235,818.00	\$235,664.00	\$247,008.00	5%	\$11,190.00
	<i>Services and Supplies Totals</i>	\$235,816.00	\$235,818.00	\$235,664.00	\$247,008.00	5%	\$11,190.00
<b><u>Capital Outlay</u></b>							
630.85.01-645	Technology	.00	.00	.00	.00		.00
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b><u>Depreciation Expense</u></b>							
630.85.01-800	Depreciation	35,000.00	.00	.00	.00		.00
	<i>Depreciation Expense Totals</i>	\$35,000.00	\$0.00	\$0.00	\$0.00	+++	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund	<b>630 - Data Processing Fund</b>						
Department	<b>85 - Data Processing</b>						
Division	<b>01 - Department Wide</b>						
	<b>Transfers</b>						
630.85.01-900	Interfund Transfers - Payment in Lieu of Taxes	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division <b>01 - Department Wide</b> Totals	\$458,616.00	\$437,031.00	\$437,068.00	\$470,715.00	8%	\$33,684.00
	Department <b>85 - Data Processing</b> Totals	\$458,616.00	\$437,031.00	\$437,068.00	\$470,715.00	8%	\$33,684.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 630 - Data Processing Fund							
EXPENSE							
Department 88 - Depreciation							
Division 01 - Department Wide							
<u>Depreciation Expense</u>							
630.88.01-800	Depreciation	.00	.00	.00	.00		.00
	<i>Depreciation Expense Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 01 - Department Wide Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department 88 - Depreciation Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 99 - Transfers							
Division 01 - Department Wide							
<u>Transfers</u>							
630.99.01-900	Interfund Transfers - Payment in Lieu of Taxes	.00	.00	.00	.00		.00
630.99.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 01 - Department Wide Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department 99 - Transfers Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<b>EXPENSE TOTALS</b>	\$458,616.00	\$437,031.00	\$437,068.00	\$470,715.00	8%	\$33,684.00
	Fund 630 - Data Processing Fund Totals						
	<b>REVENUE TOTALS</b>	\$329,400.00	\$329,400.00	\$333,542.00	\$334,185.00	1%	\$4,785.00
	<b>EXPENSE TOTALS</b>	\$458,616.00	\$437,031.00	\$437,068.00	\$470,715.00	8%	\$33,684.00
	Fund 630 - Data Processing Fund Totals	(\$129,216.00)	(\$107,631.00)	(\$103,526.00)	(\$136,530.00)	27%	(\$28,899.00)

# DEPARTMENT NARRATIVE

## FLEET SERVICES

### Mission Statement/Purpose

The mission of the Fleet Services Department, carried out through the Fleet Services Fund, is to maintain motorized equipment owned by the Village, including all routine preventative maintenance as well as most repairs.

### Current Year Department Accomplishments

- Reviewed all repair and maintenance services with emphasis on minimizing vehicle downtime and reduced emergency repairs.
- Developed specifications and bidding documents for two Public Works and Water & Electric fleet replacement vehicles.
- Hired a new Fleet Services Supervisor (internal promotion) and a new Fleet Mechanic.

### Staffing and Services Levels

Proposed FY 2017 Full-Time Equivalent (FTE) Employees: **3.0**

FY 2016 FTEs: **3.0**

FY 2015 FTEs: **3.0**

FY 2014 FTEs: **3.0**

Proposed FY 2017 Cost of Salaries and Benefits: **\$341,607**

Projected FY 2016 Cost of Salaries and Benefits: **\$401,084**

Budgeted FY 2016 Cost of Salaries and Benefits: **\$375,135**

Actual FY 2015 Cost of Salaries and Benefits: **\$355,867**

FY2016 Budget vs. FY2017 Proposed Budget % Change: **-8.9%**



### Services and Supplies (Non-Capital) Expenditures

Proposed FY 2017 Services and Supplies Budget: **\$552,500**

FY 2016 Services and Supplies Budget: **\$522,000**

FY 2015 Services and Supplies Budget: **\$552,000**

FY 2014 Services and Supplies Budget: **\$547,000**

Projected Year-End FY 2016 S&S Budget: **\$549,500**

Actual FY 2015 Cost of Services and Supplies: **\$487,057**

FY 2016 Budget vs. FY 2017 Proposed Budget % Change: **5.8%**



# Fiscal Year 2017 Proposed Department Objectives

Objective	Action Steps	Timeframe
Perform regular service repairs, equipment changeovers, and preventative maintenance on all Village vehicles to extend service life of equipment.	<ul style="list-style-type: none"> <li>• Keep service log updated for each vehicle and piece of equipment utilizing CFA software.</li> <li>• Anticipate preventative maintenance and communicate to scheduled repairs to departments.</li> <li>• Maintain historical budgetary repair totals to evaluate annually useful life of equipment.</li> </ul>	12/31/17
Maintain a high level of technical knowledge and searchable history for village vehicles.	<ul style="list-style-type: none"> <li>• Schedule training with CFA for personnel.</li> <li>• Seek educational opportunities to improve staff's knowledge of technical inventory and maintenance advances.</li> </ul>	12/31/17
Reduce emergency service repairs through continued preventative maintenance.	<ul style="list-style-type: none"> <li>• Maintain detailed service histories and maintenance costs for each vehicle and piece of equipment as well as a schedule of future preventative maintenance.</li> </ul>	12/31/17
Maintain a fiscally conservative inventory on all vehicle parts.	<ul style="list-style-type: none"> <li>• Perform an annual detailed inventory of parts and equipment currently in stock room.</li> <li>• Keep a log of current parts, and purchase needed parts to prevent down-time in emergency repair situations.</li> <li>• Purge as necessary parts that are not required for retired or discharged vehicles.</li> <li>• Evaluate alternative paperless scanning and inventory control software to reduce costs.</li> </ul>	12/31/17
Evaluate alternatives and develop specifications and bidding documents for the procurement of village vehicles.	<ul style="list-style-type: none"> <li>• Prepare bidding specifications for replacement of vehicle(s) PW 12 (roll off dump) and PW 26 (refuse truck).</li> </ul>	12/31/17

# Fiscal Year 2016 Department Objectives Review

December 31<sup>st</sup>, 2016  
Anticipated Completion

Objective  
Status

Review all repair and maintenance services with emphasis on minimizing vehicle downtime and/or reducing emergency repairs.

Ongoing

Evaluate alternatives and develop specifications and bidding documents for the procurement of village vehicles.

Complete

Ensure proper staffing levels are maintained to provide continued and reliable service.

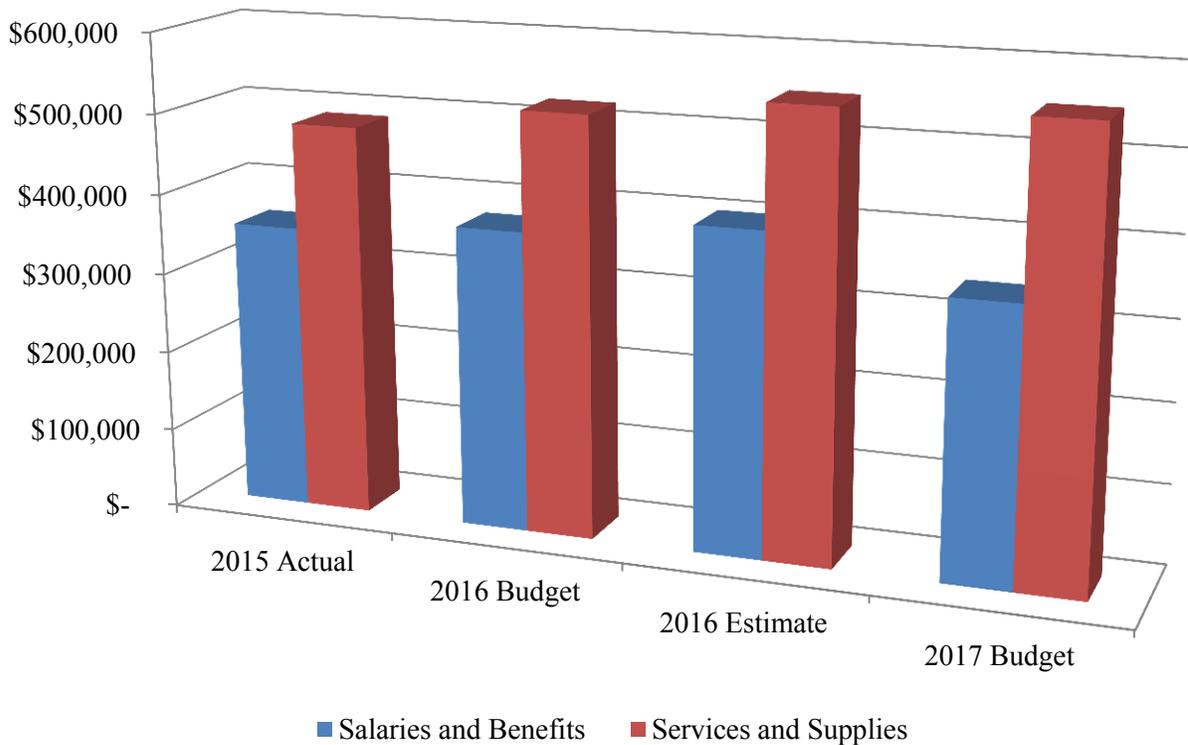
Complete



# Financial Summary

Fleet Services Fund	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
<b>Operating</b>						
Revenue	\$ 1,168,038	\$ 915,996	\$ 919,496	\$ 942,983	2.9%	2.6%
Expenses	\$ (842,924)	\$ (897,135)	\$ (950,584)	\$ (894,107)	-0.3%	-5.9%
Net Operating Income (loss)	\$ 325,114	\$ 18,861	\$ (31,088)	\$ 48,876	159.1%	-257.2%
<b>Operating Expense Detail</b>						
Salaries and Benefits	\$ 355,867	\$ 375,135	\$ 401,084	\$ 341,607	-8.9%	-14.8%
Services and Supplies	\$ 487,057	\$ 522,000	\$ 549,500	\$ 552,500	5.8%	0.5%
	\$ 842,924	\$ 897,135	\$ 950,584	\$ 894,107		
Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Total Fund Expense	\$ 842,924	\$ 897,135	\$ 950,584	\$ 894,107	-0.3%	-5.9%
Net Fund Income (loss)	\$ 325,114	\$ 18,861	\$ (31,088)	\$ 48,876	159.1%	-257.2%

## Fleet Services Fund





# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 640 - Fleet Services Fund							

**REVENUE**

**Charges For Service**

**Other Charges for Service**

640-452	Internal Service Charges	904,900.00	915,996.00	915,996.00	939,996.00	3	24,000.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Community Development	1.00	1,644.00	1,644.00
Manager	Electric	1.00	136,392.00	136,392.00
Manager	Finance	1.00	5,196.00	5,196.00
Manager	Fire	1.00	55,596.00	55,596.00
Manager	Police	1.00	153,684.00	153,684.00
Manager	Public Works	1.00	216,708.00	216,708.00
Manager	Refuse	1.00	267,336.00	267,336.00
Manager	Sewer	1.00	76,740.00	76,740.00
Manager	Water	1.00	26,700.00	26,700.00
Manager Totals				\$939,996.00

<i>Other Charges for Service Totals</i>	\$904,900.00	\$915,996.00	\$915,996.00	\$939,996.00	3%	\$24,000.00
<i>Charges For Service Totals</i>	\$904,900.00	\$915,996.00	\$915,996.00	\$939,996.00	3%	\$24,000.00

**Transfers**

640-490.10	Interfund Transfers In Other Transfers	250,000.00	.00	.00	.00		.00
<i>Transfers Totals</i>		\$250,000.00	\$0.00	\$0.00	\$0.00	+++	\$0.00

**Interest Income**

640-460.05	Interest Interest on Investments	.00	.00	3,500.00	2,987.00		2,987.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Manager	Interest income (\$398,307) * 0.75%	1.00	2,987.00	2,987.00
Manager Totals				\$2,987.00

<i>Interest Income Totals</i>	\$0.00	\$0.00	\$3,500.00	\$2,987.00	+++	\$2,987.00
<b>REVENUE TOTALS</b>	\$1,154,900.00	\$915,996.00	\$919,496.00	\$942,983.00	3%	\$26,987.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 640 - Fleet Services Fund</b>							
<b>Department 86 - Fleet Services</b>							
Division 01 - Department Wide							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
640.86.01-511	Regular Salaries	250,715.00	258,958.00	258,958.00	233,076.00	(10)	(25,882.00)
Position Transactions							
	<i>Level</i>		<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>
	Manager		300601 - Fleet Services Supervisor		Earnings		96,961.00
	Manager		301101 - Fleet Mechanic		Earnings		64,828.00
	Manager		301102 - Fleet Mechanic		Earnings		71,287.00
						Manager Totals	\$233,076.00
640.86.01-512	Overtime Salaries	10,010.00	10,010.00	5,000.00	10,001.00		(9.00)
640.86.01-515	Sick Cashed In	.00	2,463.00	36,576.00	.00	(100)	(2,463.00)
640.86.01-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$260,725.00	\$271,431.00	\$300,534.00	\$243,077.00	(10%)	(\$28,354.00)
<b>Benefits</b>							
640.86.01-521	Fringe Benefits - Worker's Compensation	.00	.00	.00	.00		.00
640.86.01-522	Fringe Benefits - Medical / Dental Insurance	41,345.00	44,786.00	36,000.00	47,234.00	5	2,448.00
	<i>Benefits Totals</i>	\$41,345.00	\$44,786.00	\$36,000.00	\$47,234.00	5%	\$2,448.00
<b>Pensions</b>							
640.86.01-523	Fringe Benefits - Medicare	3,781.00	3,790.00	4,200.00	3,525.00	(7)	(265.00)
640.86.01-524	Fringe Benefits - Social Security	16,164.00	16,208.00	17,850.00	14,788.00	(9)	(1,420.00)
640.86.01-525	Fringe Benefits - IMRF Pension Er Contribution	37,935.00	38,920.00	42,500.00	32,983.00	(15)	(5,937.00)
	<i>Pensions Totals</i>	\$57,880.00	\$58,918.00	\$64,550.00	\$51,296.00	(13%)	(\$7,622.00)
	<i>Salary and Benefits Totals</i>	\$359,950.00	\$375,135.00	\$401,084.00	\$341,607.00	(9%)	(\$33,528.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 640 - Fleet Services Fund							
Department 86 - Fleet Services							
Division 01 - Department Wide							
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
640.86.01-550	Administrative Charges	44,000.00	44,000.00	44,000.00	44,000.00		.00
640.86.01-573	Outside Repair & Maintenance - Vehicles	5,000.00	5,000.00	5,000.00	5,000.00		.00
640.86.01-581	Training & Travel	.00	.00	.00	3,000.00		3,000.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	CFA web training				1.00	1,600.00	1,600.00
Manager	Various mechanic training classes				1.00	1,400.00	1,400.00
	<b>Manager Totals</b>						<b>\$3,000.00</b>
	<i>Services &amp; Charges Totals</i>	\$49,000.00	\$49,000.00	\$49,000.00	\$52,000.00	6%	\$3,000.00
<u>Supplies</u>							
640.86.01-538	Shop Materials	32,000.00	2,000.00	10,000.00	29,500.00	1,375	27,500.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	Car and light truck computer scanner				1.00	3,000.00	3,000.00
Manager	Compressor air dryer unit repairs				1.00	5,500.00	5,500.00
Manager	Heavy duty truck scanner				1.00	19,000.00	19,000.00
Manager	Safety/PPE Gear				1.00	1,000.00	1,000.00
Manager	Uniforms/Mats				1.00	1,000.00	1,000.00
	<b>Manager Totals</b>						<b>\$29,500.00</b>
640.86.01-542	Vehicles, Parts and Equipment	25,000.00	25,000.00	25,000.00	25,000.00		.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change		
<b>Fund 640 - Fleet Services Fund</b>									
<b>Department 86 - Fleet Services</b>									
<b>Division 01 - Department Wide</b>									
640.86.01-549	Fuel	255,000.00	255,000.00	255,000.00	255,000.00		.00		
Budget Transactions									
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Manager		Fuel purchase		1.00		254,000.00		254,000.00	
Manager		Fuel tank certification		1.00		1,000.00		1,000.00	
Manager Totals							\$255,000.00		
<i>Supplies Totals</i>		\$312,000.00	\$282,000.00	\$290,000.00	\$309,500.00	10%	\$27,500.00		
<i>Services and Supplies Totals</i>		\$361,000.00	\$331,000.00	\$339,000.00	\$361,500.00	9%	\$30,500.00		
<b>Capital Outlay</b>									
640.86.01-630	Motor Vehicles	.00	.00	.00	.00		.00		
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00		
<b>Depreciation Expense</b>									
640.86.01-800	Depreciation	.00	.00	.00	.00		.00		
<i>Depreciation Expense Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00		
<b>Transfers</b>									
640.86.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00		
<i>Transfers Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00		
Division <b>01 - Department Wide Totals</b>		\$720,950.00	\$706,135.00	\$740,084.00	\$703,107.00	0%	(\$3,028.00)		



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 640 - Fleet Services Fund							
Department 86 - Fleet Services							
Division 50 - Finance Vehicles							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
640.86.50-511	Regular Salaries	.00	.00	.00	.00		.00
640.86.50-512	Overtime Salaries	.00	.00	.00	.00		.00
640.86.50-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
640.86.50-573	Outside Repair & Maintenance - Vehicles	500.00	500.00	500.00	500.00		.00
	<i>Services &amp; Charges Totals</i>	\$500.00	\$500.00	\$500.00	\$500.00	0%	\$0.00
<b>Supplies</b>							
640.86.50-542	Vehicles, Parts and Equipment	2,000.00	2,000.00	2,000.00	2,000.00		.00
	<i>Supplies Totals</i>	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	0%	\$0.00
	Division 50 - Finance Vehicles Totals	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 640 - Fleet Services Fund</b>							
<b>Department 86 - Fleet Services</b>							
Division 51 - Police Vehicles							
EXPENSE							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
640.86.51-511	Regular Salaries	.00	.00	.00	.00		.00
640.86.51-512	Overtime Salaries	.00	.00	.00	.00		.00
640.86.51-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
640.86.51-573	Outside Repair & Maintenance - Vehicles	5,000.00	5,000.00	7,500.00	5,000.00		.00
	<i>Services &amp; Charges Totals</i>	\$5,000.00	\$5,000.00	\$7,500.00	\$5,000.00	0%	\$0.00
<b>Supplies</b>							
640.86.51-542	Vehicles, Parts and Equipment	15,000.00	15,000.00	20,000.00	15,000.00		.00
	<i>Supplies Totals</i>	\$15,000.00	\$15,000.00	\$20,000.00	\$15,000.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$20,000.00	\$20,000.00	\$27,500.00	\$20,000.00	0%	\$0.00
	Division 51 - Police Vehicles Totals	\$20,000.00	\$20,000.00	\$27,500.00	\$20,000.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 640 - Fleet Services Fund							
Department 86 - Fleet Services							
Division 52 - Fire Vehicles							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
640.86.52-511	Regular Salaries	.00	.00	.00	.00		.00
640.86.52-512	Overtime Salaries	.00	.00	.00	.00		.00
640.86.52-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
640.86.52-573	Outside Repair & Maintenance - Vehicles	5,000.00	5,000.00	5,000.00	5,000.00		.00
	<i>Services &amp; Charges Totals</i>	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0%	\$0.00
<b>Supplies</b>							
640.86.52-542	Vehicles, Parts and Equipment	10,000.00	10,000.00	10,000.00	10,000.00		.00
	<i>Supplies Totals</i>	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	0%	\$0.00
	Division 52 - Fire Vehicles Totals	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 640 - Fleet Services Fund							
Department 86 - Fleet Services							
Division 53 - Community Development Vehicles							
EXPENSE							
<u>Salary and Benefits</u>							
<u>Employee Pay</u>							
640.86.53-511	Regular Salaries	.00	.00	.00	.00		.00
640.86.53-512	Overtime Salaries	.00	.00	.00	.00		.00
640.86.53-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<u>Services and Supplies</u>							
<u>Services &amp; Charges</u>							
640.86.53-573	Outside Repair & Maintenance - Vehicles	500.00	500.00	500.00	500.00		.00
	<i>Services &amp; Charges Totals</i>	\$500.00	\$500.00	\$500.00	\$500.00	0%	\$0.00
<u>Supplies</u>							
640.86.53-542	Vehicles, Parts and Equipment	2,000.00	2,000.00	2,000.00	2,000.00		.00
	<i>Supplies Totals</i>	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	0%	\$0.00
Division	<b>53 - Community Development Vehicles Totals</b>	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 640 - Fleet Services Fund							
Department 86 - Fleet Services							
Division 54 - Public Works Vehicles							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
640.86.54-511	Regular Salaries	.00	.00	.00	.00		.00
640.86.54-512	Overtime Salaries	.00	.00	.00	.00		.00
640.86.54-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
640.86.54-573	Outside Repair & Maintenance - Vehicles	20,000.00	20,000.00	20,000.00	20,000.00		.00
	<i>Services &amp; Charges Totals</i>	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	0%	\$0.00
<b>Supplies</b>							
640.86.54-542	Vehicles, Parts and Equipment	36,000.00	36,000.00	36,000.00	36,000.00		.00
	<i>Supplies Totals</i>	\$36,000.00	\$36,000.00	\$36,000.00	\$36,000.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$56,000.00	\$56,000.00	\$56,000.00	\$56,000.00	0%	\$0.00
Division 54 - Public Works Vehicles	<b>Totals</b>	\$56,000.00	\$56,000.00	\$56,000.00	\$56,000.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 640 - Fleet Services Fund							
Department 86 - Fleet Services							
Division 55 - Electric Vehicles							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
640.86.55-511	Regular Salaries	.00	.00	.00	.00		.00
640.86.55-512	Overtime Salaries	.00	.00	.00	.00		.00
640.86.55-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Benefits</b>							
640.86.55-522	Fringe Benefits - Medical / Dental Insurance	.00	.00	.00	.00		.00
	<i>Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Pensions</b>							
640.86.55-523	Fringe Benefits - Medicare	.00	.00	.00	.00		.00
640.86.55-524	Fringe Benefits - Social Security	.00	.00	.00	.00		.00
640.86.55-525	Fringe Benefits - IMRF Pension Er Contribution	.00	.00	.00	.00		.00
	<i>Pensions Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
640.86.55-573	Outside Repair & Maintenance - Vehicles	5,000.00	5,000.00	10,000.00	5,000.00		.00
	<i>Services &amp; Charges Totals</i>	\$5,000.00	\$5,000.00	\$10,000.00	\$5,000.00	0%	\$0.00
<b>Supplies</b>							
640.86.55-542	Vehicles, Parts and Equipment	15,000.00	15,000.00	15,000.00	15,000.00		.00
	<i>Supplies Totals</i>	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$20,000.00	\$20,000.00	\$25,000.00	\$20,000.00	0%	\$0.00
	<b>Division 55 - Electric Vehicles Totals</b>	\$20,000.00	\$20,000.00	\$25,000.00	\$20,000.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund 640 - Fleet Services Fund							
Department 86 - Fleet Services							
Division 56 - Water Vehicles							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
640.86.56-511	Regular Salaries	.00	.00	.00	.00		.00
640.86.56-512	Overtime Salaries	.00	.00	.00	.00		.00
640.86.56-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
640.86.56-573	Outside Repair & Maintenance - Vehicles	5,000.00	5,000.00	5,000.00	5,000.00		.00
	<i>Services &amp; Charges Totals</i>	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0%	\$0.00
<b>Supplies</b>							
640.86.56-542	Vehicles, Parts and Equipment	10,000.00	10,000.00	10,000.00	10,000.00		.00
	<i>Supplies Totals</i>	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	0%	\$0.00
	Division 56 - Water Vehicles Totals	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund	<b>640 - Fleet Services Fund</b>						
Department	<b>86 - Fleet Services</b>						
Division	<b>57 - Sewer Vehicles</b>						
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
640.86.57-511	Regular Salaries	.00	.00	.00	.00		.00
640.86.57-512	Overtime Salaries	.00	.00	.00	.00		.00
640.86.57-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
640.86.57-573	Outside Repair & Maintenance - Vehicles	5,000.00	5,000.00	5,000.00	5,000.00		.00
	<i>Services &amp; Charges Totals</i>	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0%	\$0.00
<b>Supplies</b>							
640.86.57-542	Vehicles, Parts and Equipment	20,000.00	20,000.00	20,000.00	20,000.00		.00
	<i>Supplies Totals</i>	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	0%	\$0.00
	Division <b>57 - Sewer Vehicles Totals</b>	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	0%	\$0.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
Fund <b>640 - Fleet Services Fund</b>							
Department <b>86 - Fleet Services</b>							
Division <b>58 - Refuse Vehicles</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Employee Pay</b>							
640.86.58-511	Regular Salaries	.00	.00	.00	.00		.00
640.86.58-512	Overtime Salaries	.00	.00	.00	.00		.00
640.86.58-518	Other Compensation	.00	.00	.00	.00		.00
	<i>Employee Pay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Salary and Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
640.86.58-573	Outside Repair & Maintenance - Vehicles	5,000.00	5,000.00	12,000.00	5,000.00		.00
	<i>Services &amp; Charges Totals</i>	\$5,000.00	\$5,000.00	\$12,000.00	\$5,000.00	0%	\$0.00
<b>Supplies</b>							
640.86.58-542	Vehicles, Parts and Equipment	30,000.00	30,000.00	30,000.00	30,000.00		.00
	<i>Supplies Totals</i>	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	0%	\$0.00
	<i>Services and Supplies Totals</i>	\$35,000.00	\$35,000.00	\$42,000.00	\$35,000.00	0%	\$0.00
	Division <b>58 - Refuse Vehicles Totals</b>	\$35,000.00	\$35,000.00	\$42,000.00	\$35,000.00	0%	\$0.00
	Department <b>86 - Fleet Services Totals</b>	\$911,950.00	\$897,135.00	\$950,584.00	\$894,107.00	0%	(\$3,028.00)



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 640 - Fleet Services Fund</b>							
<b>Department 88 - Depreciation</b>							
Division 01 - Department Wide							
EXPENSE							
<b>Depreciation Expense</b>							
640.88.01-800	Depreciation	.00	.00	.00	.00		.00
	<i>Depreciation Expense Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 01 - Department Wide Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department 88 - Depreciation Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<b>Department 99 - Transfers</b>							
Division 01 - Department Wide							
<b>Transfers</b>							
640.99.01-900	Interfund Transfers - Payment in Lieu of Taxes	.00	.00	.00	.00		.00
640.99.01-901	Interfund Transfers - Other Operating Transfers	.00	.00	.00	.00		.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Division 01 - Department Wide Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department 99 - Transfers Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<b>EXPENSE TOTALS</b>	\$911,950.00	\$897,135.00	\$950,584.00	\$894,107.00	0%	(\$3,028.00)
	Fund 640 - Fleet Services Fund Totals						
	<b>REVENUE TOTALS</b>	\$1,154,900.00	\$915,996.00	\$919,496.00	\$942,983.00	3%	\$26,987.00
	<b>EXPENSE TOTALS</b>	\$911,950.00	\$897,135.00	\$950,584.00	\$894,107.00	0%	(\$3,028.00)
	Fund 640 - Fleet Services Fund Totals	\$242,950.00	\$18,861.00	(\$31,088.00)	\$48,876.00	159%	\$30,015.00

# DEPARTMENT NARRATIVE

## POLICE, FIRE, AND IMRF PENSION PLANS

### Mission Statement/Purpose

The Village of Winnetka offers three pension plans to eligible employees based on State statute. Sworn police and fire personnel are offered participation in the Police and Fire Pension Funds, respectively, while all other full-time and certain part-time municipal workers participate in the Illinois Municipal Retirement Fund (IMRF). While the Police and Fire Pension Funds have their assets held by the Village, IMRF's assets are held in a statewide trust comprising most municipalities, park districts, library boards, and forest preserve districts. IMRF is a legally separate and distinct entity from the much maligned State Employees Retirement System (SERS).

The required contributions for the Police and Fire pension funds are determined annual by an enrolled actuary at the Village level, while the annual Village contribution rate to IMRF is determined once a year by IMRF personnel. All three plans require employees to contribute a certain percentage of their earnings. Pension fund assets are invested so they grow over time and reduce the unfunded pension liabilities of each plan. The Police and Fire pension funds are managed by two lower Village boards in conjunction with an investment advisor. The current discount investment rate of return for those two plans is assumed at 6.25%. IMRF assets are invested by IMRF with an assumed rate of return of 7.5%.

### Current Year Department Accomplishments

- After a competitive RFP processes, renewed the contract of the Police and Fire Pension Funds investment consultant.
- Successfully completed an IMRF audit with no significant findings and minimal follow-up required.

## Fiscal Year 2017 Proposed Department Objectives

<u>Objective</u>	<u>Action Steps</u>	<u>Timeframe</u>
Evaluate funding strategies for the Police and Fire Pension Funds in order to reduce unfunded liabilities.	<ul style="list-style-type: none"> <li>• Determine if a supplemental contribution to the pension funds from the General Fund is appropriate based on the current economic climate.</li> </ul>	7/1/17
Continue to monitor and manage legislative impacts to the Village's three pension plans.	<ul style="list-style-type: none"> <li>• Complete an annual review of current IMRF regulations including accelerated payments, to ensure compliance and to minimize risk.</li> <li>• Send additional staff to pension plan educational workshops throughout the Chicagoland area.</li> </ul>	12/31/17

# Fiscal Year 2016 Department Objectives Review

**December 31<sup>st</sup>, 2016**

**Objective**

**Anticipated Completion Status**

Hire a new Enrolled Actuary for the Police and Fire Pension Funds.	Complete
Revise and review investment policy of the Police and Fire Pension Funds.	Complete

## Financial Summary

Police and Fire Pension Funds	Actual 2015	Budget 2016 A	Estimate 2016 B	Budget 2017 C	% Change A to C	% Change B to C
Note: IMRF assets are held by IMRF						

Operating						
Revenue	\$ 3,394,209	\$ 6,350,998	\$ 6,373,097	\$ 6,869,392	8.2%	7.8%
Expenses	\$(3,704,563)	\$(4,445,004)	\$(4,864,673)	\$(4,576,080)	2.9%	-5.9%
Net Operating Income (loss)	\$ (310,354)	\$ 1,905,994	\$ 1,508,424	\$ 2,293,312	20.3%	52.0%
Operating Expense Detail						
Salaries and Benefits	\$ 3,631,699	\$ 4,244,004	\$ 4,702,113	\$ 4,467,080	5.3%	-5.0%
Services and Supplies	\$ 72,864	\$ 201,000	\$ 162,560	\$ 109,000	-45.8%	-32.9%
	\$ 3,704,563	\$ 4,445,004	\$ 4,864,673	\$ 4,576,080		

Net Fund Income (loss)	\$ (310,354)	\$ 1,905,994	\$ 1,508,424	\$ 2,293,312	20.3%	52.0%
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# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change	
<b>Fund 800 - Police Pension Fund</b>								
<b>REVENUE</b>								
<b>Property Tax</b>								
800-401.30	Property Tax Police Pension	1,145,000.00	1,308,146.00	1,308,146.00	1,446,664.00	11	138,518.00	
	<i>Property Tax Totals</i>	<u>\$1,145,000.00</u>	<u>\$1,308,146.00</u>	<u>\$1,308,146.00</u>	<u>\$1,446,664.00</u>	11%	<u>\$138,518.00</u>	
<b>Intergovernmental Revenue</b>								
800-430.10	Shared Revenue Replacement Tax	5,000.00	5,000.00	5,000.00	5,000.00		.00	
	<i>Intergovernmental Revenue Totals</i>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	0%	<u>\$0.00</u>	
<b>Other Revenue</b>								
800-485.05	Pension Contributions Employer Contributions	.00	.00	22,708.00	.00		.00	
800-485.10	Pension Contributions Employee Contributions	250,000.00	250,000.00	242,009.00	278,053.00	11	28,053.00	
	<i>Other Revenue Totals</i>	<u>\$250,000.00</u>	<u>\$250,000.00</u>	<u>\$264,717.00</u>	<u>\$278,053.00</u>	11%	<u>\$28,053.00</u>	
<b>Interest Income</b>								
800-460.05	Interest Interest on Investments	1,636,250.00	1,636,250.00	1,626,422.00	1,656,659.00	1	20,409.00	
<b>Budget Transactions</b>								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager					1.00	1,656,659.00	1,656,659.00
							Manager Totals	<u>\$1,656,659.00</u>
800-461.05	Investment Income Realized Gain/Loss	.00	.00	.00	.00		.00	
800-461.10	Investment Income Unrealized Gain/Loss	.00	.00	.00	.00		.00	
	<i>Interest Income Totals</i>	<u>\$1,636,250.00</u>	<u>\$1,636,250.00</u>	<u>\$1,626,422.00</u>	<u>\$1,656,659.00</u>	1%	<u>\$20,409.00</u>	
	<b>REVENUE TOTALS</b>	<u>\$3,036,250.00</u>	<u>\$3,199,396.00</u>	<u>\$3,204,285.00</u>	<u>\$3,386,376.00</u>	6%	<u>\$186,980.00</u>	



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 800 - Police Pension Fund</b>							
Department <b>95 - Police Pension</b>							
Division <b>01 - Department Wide</b>							
 <b>Salary and Benefits</b>							
<b>Pensions</b>							
800.95.01-519	Pensions	2,000,000.00	2,060,004.00	2,105,237.00	2,119,744.00	3	59,740.00
800.95.01-595	Pension Contribution Refunds	50,000.00	.00	196,876.00	50,000.00		50,000.00
	<i>Pensions Totals</i>	\$2,050,000.00	\$2,060,004.00	\$2,302,113.00	\$2,169,744.00	5%	\$109,740.00
	<i>Salary and Benefits Totals</i>	\$2,050,000.00	\$2,060,004.00	\$2,302,113.00	\$2,169,744.00	5%	\$109,740.00
 <b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
800.95.01-551	Consulting Services	28,000.00	78,000.00	50,000.00	32,000.00	(59)	(46,000.00)
 Budget Transactions							
	<i>Level</i>	<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager	Actuarial fees			1.00	3,000.00	3,000.00
	Manager	Bogdahn Group investment advisor services			4.00	6,000.00	24,000.00
	Manager	State compliance fee			1.00	5,000.00	5,000.00
						Manager Totals	\$32,000.00
800.95.01-553	Legal Services	20,000.00	20,000.00	19,845.00	20,000.00		.00
800.95.01-581	Training & Travel	2,500.00	2,500.00	2,500.00	2,500.00		.00
	<i>Services &amp; Charges Totals</i>	\$50,500.00	\$100,500.00	\$72,345.00	\$54,500.00	(46%)	(\$46,000.00)
	<i>Services and Supplies Totals</i>	\$50,500.00	\$100,500.00	\$72,345.00	\$54,500.00	(46%)	(\$46,000.00)
	Division <b>01 - Department Wide Totals</b>	\$2,100,500.00	\$2,160,504.00	\$2,374,458.00	\$2,224,244.00	3%	\$63,740.00
	Department <b>95 - Police Pension Totals</b>	\$2,100,500.00	\$2,160,504.00	\$2,374,458.00	\$2,224,244.00	3%	\$63,740.00
	<b>EXPENSE TOTALS</b>	\$2,100,500.00	\$2,160,504.00	\$2,374,458.00	\$2,224,244.00	3%	\$63,740.00
	Fund <b>800 - Police Pension Fund Totals</b>						
	<b>REVENUE TOTALS</b>	\$3,036,250.00	\$3,199,396.00	\$3,204,285.00	\$3,386,376.00	6%	\$186,980.00
	<b>EXPENSE TOTALS</b>	\$2,100,500.00	\$2,160,504.00	\$2,374,458.00	\$2,224,244.00	3%	\$63,740.00
	Fund <b>800 - Police Pension Fund Totals</b>	\$935,750.00	\$1,038,892.00	\$829,827.00	\$1,162,132.00	12%	\$123,240.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 810 - Fire Pension Fund</b>							
<b>REVENUE</b>							
<b>Property Tax</b>							
810-401.35	Property Tax Fire Pension	1,382,000.00	1,451,602.00	1,451,602.00	1,723,176.00	19	271,574.00
	<i>Property Tax Totals</i>	\$1,382,000.00	\$1,451,602.00	\$1,451,602.00	\$1,723,176.00	19%	\$271,574.00
<b>Intergovernmental Revenue</b>							
810-430.10	Shared Revenue Replacement Tax	5,000.00	5,000.00	5,000.00	5,000.00		.00
	<i>Intergovernmental Revenue Totals</i>	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0%	\$0.00
<b>Other Revenue</b>							
810-485.05	Pension Contributions Employer Contributions	.00	.00	18,975.00	.00		.00
810-485.10	Pension Contributions Employee Contributions	210,000.00	210,000.00	211,918.00	241,730.00	15	31,730.00
	<i>Other Revenue Totals</i>	\$210,000.00	\$210,000.00	\$230,893.00	\$241,730.00	15%	\$31,730.00
<b>Interest Income</b>							
810-460.05	Interest Interest on Investments	1,485,000.00	1,485,000.00	1,481,317.00	1,513,110.00	2	28,110.00
Budget Transactions							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Manager	\$24.21m @ 6.25% (2015 CAFR)				1.00	1,513,110.00	1,513,110.00
						Manager Totals	\$1,513,110.00
810-461.05	Investment Income Realized Gain/Loss	.00	.00	.00	.00		.00
810-461.10	Investment Income Unrealized Gain/Loss	.00	.00	.00	.00		.00
	<i>Interest Income Totals</i>	\$1,485,000.00	\$1,485,000.00	\$1,481,317.00	\$1,513,110.00	2%	\$28,110.00
	<b>REVENUE TOTALS</b>	\$3,082,000.00	\$3,151,602.00	\$3,168,812.00	\$3,483,016.00	11%	\$331,414.00



# Village of Winnetka Budget Detail

Budget Year 2017

Account Number	Description	2015 Amended Budget	2016 Adopted Budget	2016 Estimated Amount	2017 Manager	FY 2016 to FY 2017 Budget % Change	FY 2016 to FY 2017 Budget Dollar Change
<b>Fund 810 - Fire Pension Fund</b>							
Department <b>96 - Fire Pension</b>							
Division <b>01 - Department Wide</b>							
<b>EXPENSE</b>							
<b>Salary and Benefits</b>							
<b>Pensions</b>							
810.96.01-519	Pensions	2,120,000.00	2,184,000.00	2,200,000.00	2,247,336.00	3	63,336.00
810.96.01-595	Pension Contribution Refunds	50,000.00	.00	200,000.00	50,000.00		50,000.00
	<i>Pensions Totals</i>	\$2,170,000.00	\$2,184,000.00	\$2,400,000.00	\$2,297,336.00	5%	\$113,336.00
	<i>Salary and Benefits Totals</i>	\$2,170,000.00	\$2,184,000.00	\$2,400,000.00	\$2,297,336.00	5%	\$113,336.00
<b>Services and Supplies</b>							
<b>Services &amp; Charges</b>							
810.96.01-551	Consulting Services	28,000.00	78,000.00	78,000.00	32,000.00	(59)	(46,000.00)
<b>Budget Transactions</b>							
	<i>Level</i>	<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Manager	Actuarial fees			1.00	3,000.00	3,000.00
	Manager	Bogdahn Group investment advisor services			4.00	6,000.00	24,000.00
	Manager	State Compliance Fee - IDOI			1.00	5,000.00	5,000.00
						Manager Totals	\$32,000.00
810.96.01-553	Legal Services	20,000.00	20,000.00	10,000.00	20,000.00		.00
810.96.01-581	Training & Travel	2,500.00	2,500.00	2,215.00	2,500.00		.00
	<i>Services &amp; Charges Totals</i>	\$50,500.00	\$100,500.00	\$90,215.00	\$54,500.00	(46%)	(\$46,000.00)
	<i>Services and Supplies Totals</i>	\$50,500.00	\$100,500.00	\$90,215.00	\$54,500.00	(46%)	(\$46,000.00)
	Division <b>01 - Department Wide Totals</b>	\$2,220,500.00	\$2,284,500.00	\$2,490,215.00	\$2,351,836.00	3%	\$67,336.00
	Department <b>96 - Fire Pension Totals</b>	\$2,220,500.00	\$2,284,500.00	\$2,490,215.00	\$2,351,836.00	3%	\$67,336.00
	<b>EXPENSE TOTALS</b>	\$2,220,500.00	\$2,284,500.00	\$2,490,215.00	\$2,351,836.00	3%	\$67,336.00
	Fund <b>810 - Fire Pension Fund Totals</b>						
	<b>REVENUE TOTALS</b>	\$3,082,000.00	\$3,151,602.00	\$3,168,812.00	\$3,483,016.00	11%	\$331,414.00
	<b>EXPENSE TOTALS</b>	\$2,220,500.00	\$2,284,500.00	\$2,490,215.00	\$2,351,836.00	3%	\$67,336.00
	Fund <b>810 - Fire Pension Fund Totals</b>	\$861,500.00	\$867,102.00	\$678,597.00	\$1,131,180.00	30%	\$264,078.00

# WINNETKA, ILLINOIS

# 2017



## Capital Improvement Plan

January 1, 2017 - December 31, 2021



Prepared by: Finance Department

# VILLAGE OF WINNETKA

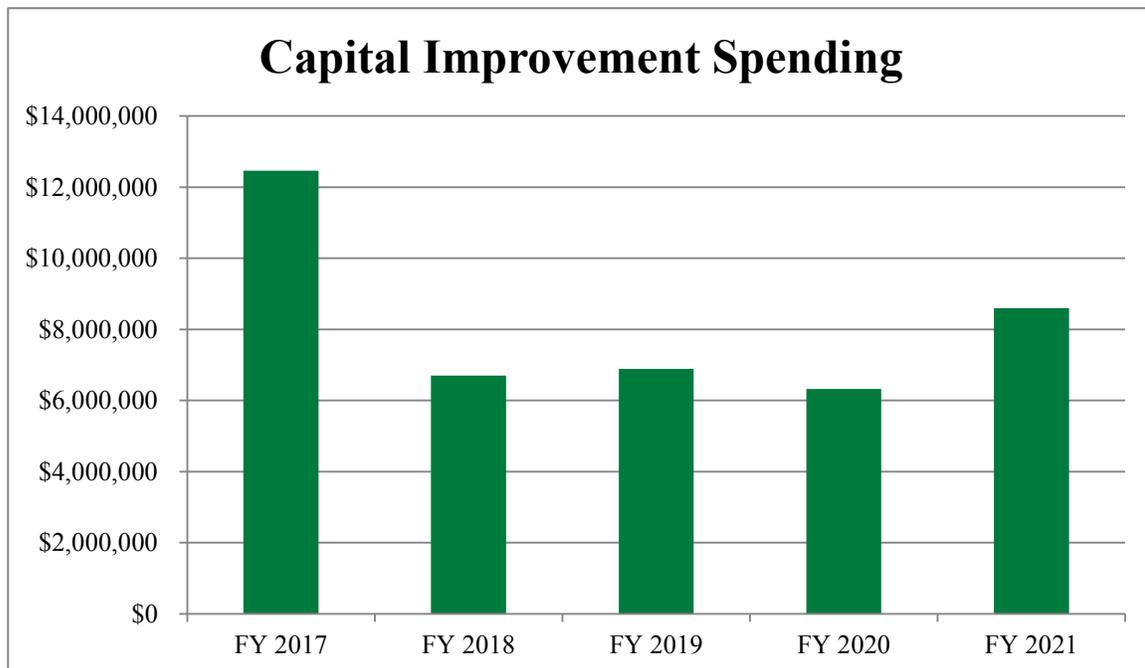
## CAPITAL IMPROVEMENT PLAN

2017-2021

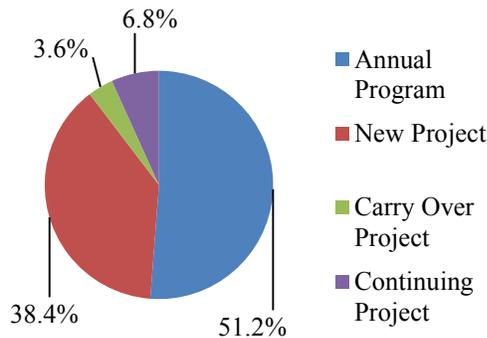
### Introduction

The Capital Improvement Plan (CIP) is a multiyear plan covering a five year period that helps the Village budget for and schedule necessary capital improvement projects. This plan also sets the proposed capital expenditures for the FY 2017 Budget. The proposed CIP addresses repair and replacement of existing infrastructure as well as the development or acquisition of new facilities, property, improvements and major equipment to accommodate community and organizational needs. As a planning tool, it enables the Village to identify needed capital projects and coordinate scheduling, funding and construction. The CIP allows for the scheduling of improvement projects to ensure available funding while simultaneously funding the maintenance of the existing infrastructure to the community's expectations. The plan also fosters growth, development, and redevelopment in the Village of Winnetka. Without well-maintained infrastructure, the Village will struggle to maintain and attract businesses, residents and visitors.

Capital improvements are considered major construction projects or major improvements to the Village's infrastructure that have a long useful life. Projects included in the CIP are typically greater than \$50,000 and many projects are highly visible to the community. The total expenses over the next five years for all projects range from \$7 million to \$13 million and average approximately \$8.2 million per year, as shown below.



The proposed projects programmed for FY 2017 through FY 2021 include new projects, carryover projects, continuing projects, and annual programs. Annual programs are programs that the Village has typically funded on an per annum basis, continuing projects are those projects that span over a two or three year period, and carryovers are projects that were not completed in the previous fiscal year, requiring funds to be moved into the following year.



Annual programs make up the majority of the Village’s capital plan at approximately 51% of expenditures. These types of programs include street and sidewalk rehabilitation and scheduled improvements to the Village’s water and electric distribution systems.

New projects make up the second largest subdivision of capital spending in the current plan at 38% of expenditures. The current plan reflects an ambitious level of new improvements over the next several years. Most notably, the Village will continue to invest in the

improvement of stormwater management infrastructure, rehabilitation of the electric and water infrastructure, and revitalization of the business districts.

A smaller amount of funding is directed toward projects being continued (6.8%) or carried over (3.6%) from FY 2016 or prior. Under normal circumstances, the Village completes one-time improvements in the year in which they are scheduled. However, certain conditions such as weather or contractor availability may delay the planning or implementation process. In most instances, the Village attempts to schedule these carry over projects for the next year. Conversely, certain projects are specifically budgeted to cover a certain number of years based on complexity or cost. These continuing projects generally constitute significant improvements to the Village’s existing infrastructure.

The percentage of spending per project category over the next five years is broken down in the chart below:

<u>Expense</u>	<u>Dollars</u>	<u>Percentage</u>	<u>Expense</u>	<u>Dollars</u>	<u>Percentage</u>
Bridges	\$1,320,000	3.2%	Storm Sewer/Drainage	\$4,085,000	10.0%
Buildings	\$1,250,000	3.1%	Street Construction	\$1,750,000	4.3%
Electric Distribution	\$9,830,979	24.0%	Street Paving	\$250,000	0.6%
Electric Plant	\$600,000	1.5%	Street Reconstruction	\$8,600,000	21.0%
Electric Substations	\$2,826,000	6.9%	Vehicles	\$2,886,000	7.0%
Equipment: Computers	\$185,000	0.5%	Wastewater	\$2,250,000	5.5%
Equipment: Miscellaneous	\$545,000	1.3%	Water Distribution	\$2,985,754	7.3%
Planning	\$350,000	0.9%	Water Plant	\$1,263,000	3.1%

In the current iteration of the Village's capital plan, a majority of budgeted expenditures are being directed toward improving the electric distribution system, followed by street reconstruction. A considerable amount of expenditures are also being budgeted to improve the Village's aging water distribution system and stormwater infrastructure.

The Village of Winnetka plans its capital projects in a strategic manner. This year, the Village commissioned a study to assess the Village's water rates and distribution system. The current distribution system contains water mains from the 1900's which are prone to failure or breakage. Upgrading these mains Village-wide is a significant expense and the study recommended changes to the funding structure of the utility in order to fund these improvements. The products of this study are still pending Council policy direction.

Additionally, the capital plan also includes funding for neighbor stormwater improvement projects in addition to continued planning on Western Access alternatives. Two stormwater projects that will definitely be undertaken in 2017 are the Sheridan Road Ravine Stabilization and the Boal Parkway Pump Station projects.

It is the intention of the Village to include projects in the Capital Plan that are highly visible improvements within the community. Many of our ongoing programs such as the annual street rehabilitation and sidewalk improvement projects fit that profile. Indeed, many of the less obvious proposed infrastructure improvements to the water and electric distribution systems will have a profound impact over time as they will promote higher levels of reliability in our utility system.

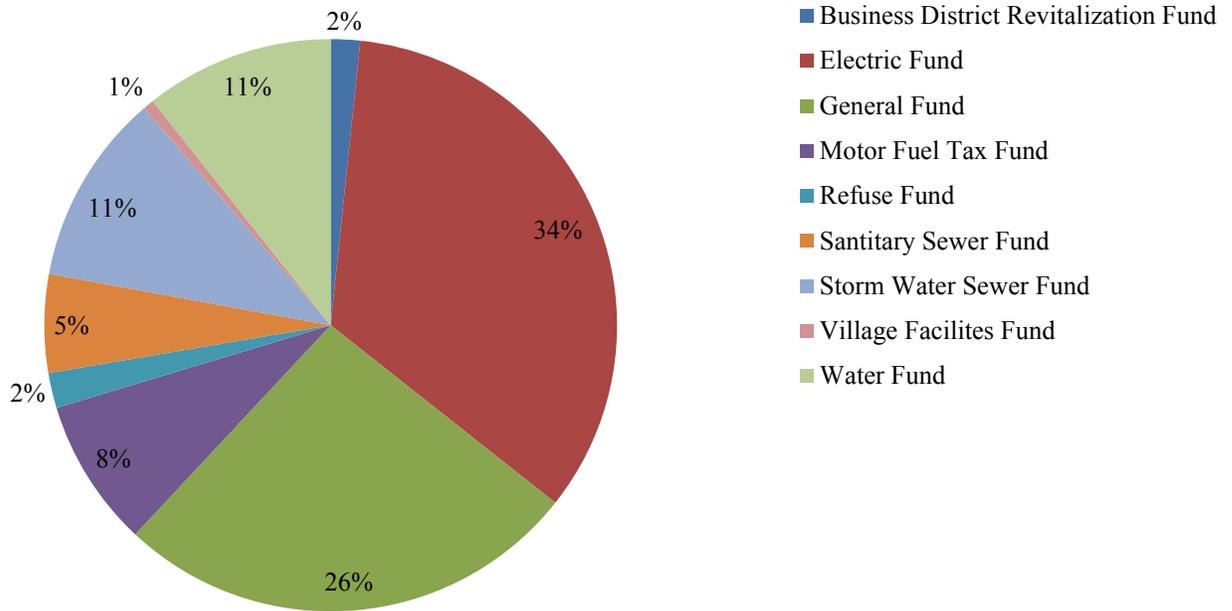
### *Funding*

The Village utilizes fund based accounting of assets, liabilities, revenues, and expenditures. Each fund has a distinct purpose. Unlike other communities, the Village is unique in that it does not have a single dedicated capital improvement fund that drives the Capital Plan. Instead, each of the major operating funds includes capital expenditures as part of their overall budget. Since the Village currently has healthy reserves and minimal debt, this type of structure is advantageous because it clearly and transparently ties improvements directly to operating departments.

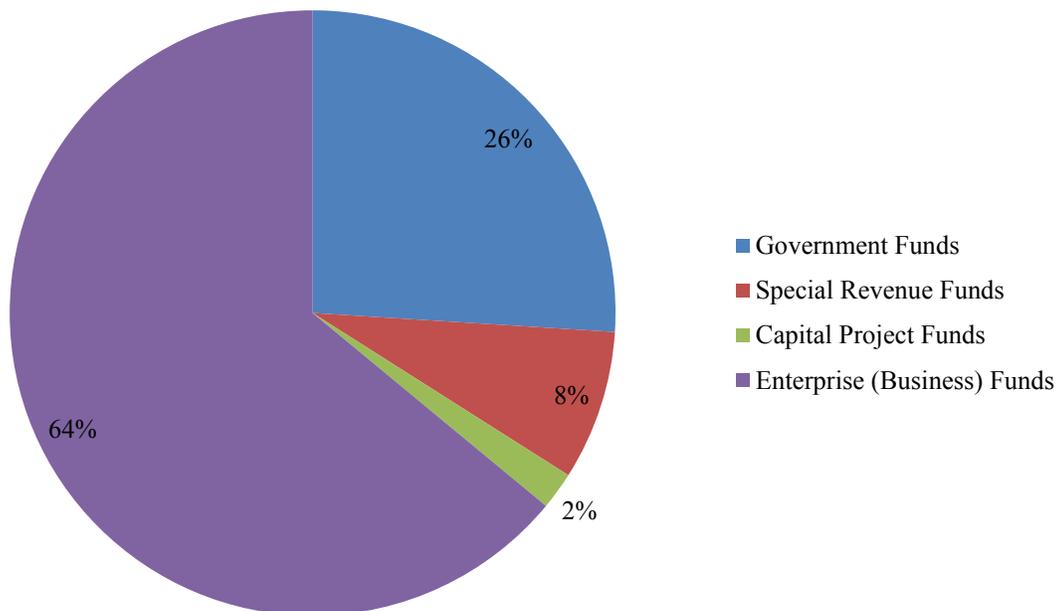
The nature of capital project funding depends on the fund in which the project originates. For governmental funds, funding sources include property taxes, cash reserves, transfers from enterprise funds, and a limited amount of grant revenue. Special revenue funds, such as the Motor Fuel Tax Fund, have a restricted revenue stream that must be used for a statutorily determined purpose (such as road improvements). Capital project funds have no property tax stream, so projects within those funds are generally funded by budgeted transfers from the General Fund. Enterprise funds include the Village utility systems such as electric, water, sanitary sewer, storm sewer, and refuse collection. The capital improvements in these funds are paid for by operating income. Since the Village works hard to keep its utility infrastructure modern and in top condition, the General Fund will occasionally loan funds or the Village will issue debt to the utilities in order to help fund a greater level of capital investment.

The funding sources for the Capital Plan are illustrated in the charts below:

Capital Project Funding by Fund



Capital Project Funding by Fund Type



### Significant Projects in the FY2017 Capital Plan

Fiscal year 2017 is a pivotal year for the Village of Winnetka as it will be the culmination of a number of infrastructure studies that have been ongoing related to electric, water, and stormwater. Some of those studies recommend extensive capital investment both Village-wide and in targeted neighborhoods. The most significant of these scheduled projects are listed below:

1. Water main replacements
2. Boal Parkway stormwater improvements
3. Fire protection at the Electric Plant and Transformer Yard
4. Various business district improvements per the Downtown Master Plan

### Water Main Replacement Program

The Village's water distribution system contains approximately 72 miles of water main with the majority the system having been installed in the early 1900's. In 2016, the Village retained a consultant to study the infrastructure needs of the water system and propose methods for funding the necessary improvements. As a result of this study, a number of water mains were identified for replacement in each of the five years included in this capital plan. In FY2017, two major mains will be replaced totaling \$701,000 in investment. For the remaining four years of the plan, an additional \$1,400,000 will be spent on replacing aging water mains. In most cases, main replacements are scheduled to coincide with street work, thereby lowering costs. This process has a direct benefit for water utility customers. The new mains are less likely to fail and cause service disruption and, in some areas, water pressure will be improved by newer, larger mains.

### Boal Parkway Stormwater Improvement Program (Construction Phase)

The Boal Parkway Study Area includes 18 single family residential dwellings on large lots averaging approximately 21,700 square feet, plus portions of seven more lots adjacent to the study area. The study area is drained by two storm sewer outlets that both drain to the East Diversion Ditch: a 24-inch pipe running through the rear yards of properties along Boal Parkway and Sumac Lane; and a 12-inch pipe carrying the drainage from Boal Parkway. When the water surface in the East Diversion Ditch rises, the flow of the stormwater is reduced or blocked by tail water at both storm sewer outlets resulting in yard and street flooding.

In 2016, the Village retained an engineer to complete all of the planning and permitting required for the improvements at this location. Construction on this project will begin in 2017 for a budgeted total of \$580,000, funded from bond proceeds in the Stormwater Fund. It is anticipated that this project will be completed by the end of 2017.

### Electric Infrastructure Fire Protection Program

The Electric Plant operates and maintains five generating units to support the Village's electric system. The generation fleet consists of three steam turbines and two reciprocating engines that use diesel fuel for the internal combustion process. With the exception of one small suppression system

for a lube oil storage tank, the units do not currently contain systems for the detection and suppression of fire. Each of the generators contains combustible liquid and poses a fire risk to the Electric Plant and Water Plant. Beyond protection of the generating assets, located within the same basement area as the generating equipment is the high-lift water pumps used to supply potable water to the distribution system from the Water Plant clearwells.

The Water & Electric department completed a fire protection assessment of the transformer yard and generation units at the Electric Plant in 2015. The study identified needed improvements in both areas of the Electric Plant. In the current capital plan, \$1,396,000 is being budgeted over a five year period for the construction of the various fire protection systems that the assessment identified. Much of the construction on the Electric Plant building and generators will be completed in 2017 and the improvements to the transformer yard will be undertaken in subsequent years.

### Business District Improvements

The Village of Winnetka has three major business districts: Hubbard Woods to the north, Elm at the center of town, and Indian Hill to the south. In late 2015, the Village commissioned Teska Associates to complete a comprehensive Downtown Master Plan for the Village's business district. As part of this plan, various recommendations were made suggesting improvements that could be implemented to make the business districts more attractive to shopkeepers and consumers alike. In fiscal year 2017, the Village intends to undertake a number of projects in the spirit of Teska's recommendations. Most significantly, residents can expect to see streetscape and signage projects including a street realignment on Merrill. As this is still a policy area under active Council direction, the plan includes a placeholder project for any additional commercial district projects the Council elects to undertake.

### Capital Planning Process

Through the Capital Improvement Plan process, the Village has the opportunity to identify, evaluate and assign priorities to the proposed projects to avoid costly emergency replacement or repairs to aging infrastructure. The purpose of the CIP is to outline a schedule of capital expenditures over the next five years and to develop and assign the necessary resources to fund the program. It is prepared on a fiscal year basis. The Capital Improvement Plan dedicates significant funding for Village roadway, electric, water, and sewer projects. Investments in the development of infrastructure will continue to make Winnetka a highly desired residential and business community.

In July and August of each year, the Finance Department coordinates requests for capital project funding with the various Village departments. Departments submit their project requests based on the prior year's schedule and current-year direction from the Village Council. The Finance Department then reviews the projects for appropriateness and funding. Subsequent to the deadline for project submissions, the Finance Department programs the capital plan into a budget software application and creates the draft plan document, which is circulated to the Department Heads in September. The draft plan is marked-up and revised before the final version of the plan is presented to the Village Council and included in the final draft of the budget released in October.

# VILLAGE OF WINNETKA

## CAPITAL IMPROVEMENT PLAN

### General Fund

#### Description of Fund:

The General Fund is the general operating fund of the Village. Expenses for Administration, Police, Fire, Community Development, and general Public Works are recorded in this fund. The General Fund also collects non-utility revenues such as building permits, vehicle stickers, parking passes, special public safety services, and property taxes. The intended use of fund reserves in the General Fund is toward capital improvements.

#### Attachments:

1. Funding and cash balance summary for 2016-2021.
2. List of projects, by General Fund department, for 2017-2021.
3. Project detail sheets for capital projects scheduled in 2017.



Village of Winnetka, Illinois

Capital Improvement Plan

2016 thru 2021



SOURCES AND USES OF FUNDS

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>General Fund</b>						
<b>Beginning Cash Balance (January 1st)</b>	\$18,737,637	\$19,508,938	\$19,290,450	\$19,667,692	\$19,949,859	\$20,722,169
<b>Revenues and Other Fund Sources</b>						
<i>Revenue</i>						
Operational Income	3,864,497	2,986,512	3,046,242	3,107,167	3,169,310	3,232,697
<i>Total</i>	3,864,497	2,986,512	3,046,242	3,107,167	3,169,310	3,232,697
<b>Total Revenues and Other Fund Sources</b>	3,864,497	2,986,512	3,046,242	3,107,167	3,169,310	3,232,697
<b>Total Funds Available</b>	22,602,134	22,495,450	22,336,692	22,774,859	23,119,169	23,954,866
<b>Expenditures and Uses</b>						
<i>Capital Projects &amp; Equipment</i>						
<i>Fire</i>						
Replace 2007 Freightliner Medtec Ambulance	F-01	0	0	0	(275,000)	0
Public Safety Building Roof - Fire	F-02	0	0	0	(75,000)	0
<i>Total</i>		0	0	0	(350,000)	0
<i>Police</i>						
Communications System Periodic Upgrade	PD-01	0	(250,000)	(50,000)	0	0
Public Safety Building Roof - Police	PD-02	0	0	0	(150,000)	0
Communications Consolidation Project	PD-03	0	(185,000)	0	0	0
Public Safety Door Access System	PD-04	(60,000)	0	0	0	0
Firing Range Rehab	PD-05	0	0	(125,000)	0	0
Office Space Rehab	PD-06	0	0	(100,000)	0	0
<i>Total</i>		(60,000)	(435,000)	(275,000)	(150,000)	0
<i>Public Works</i>						
Replace PW5	PW-01	(120,000)	0	0	0	0
Replace 2000 2.5 Ton Dump (PW-22)	PW-02	0	(195,000)	0	0	0
Replace 2004 Roll Off Dump (PW 12)	PW-03	0	0	0	(150,000)	0
Replace 2004 Roll Off Dump (PW 13)	PW-04	0	0	0	0	(222,000)
Replace 2004 Roll Off Dump (PW 17)	PW-05	0	0	(219,000)	0	0
Replace 2006 John Deere Loader (PW 35)	PW-06	0	0	0	0	(410,000)
Street & Alley Reconstruction/Rehabilitation	PW-07	(1,343,000)	(1,350,000)	(1,350,000)	(1,400,000)	(1,400,000)
Willow Road Construction (Local Match)	PW-08	0	0	0	0	(500,000)
Sidewalks - Replacement & New	PW-09	(130,000)	(150,000)	(150,000)	(150,000)	(150,000)

Source		Estimated 2016	2017	2018	2019	2020	2021
<b>General Fund</b>							
Parking Lot Rehab. (Lincoln)	<i>PW-10</i>	0	(450,000)	0	0	0	0
Village Yards Bldg B Floor Repair and Drainage	<i>PW-11</i>	(500,000)	0	0	0	0	0
Village Yard Fuel Tank Replacement	<i>PW-12</i>	(240,000)	0	0	0	0	0
Hubbard Woods Train Station - Village Contribution	<i>PW-13</i>	0	0	(50,000)	0	0	0
	<i>Total</i>	(2,333,000)	(2,145,000)	(1,769,000)	(1,700,000)	(1,772,000)	(2,510,000)
<i>Other Uses</i>							
Transfers Out - Business District Revitalization		(150,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
Transfers Out - Refuse		(550,196)	(550,000)	(550,000)	(550,000)	(550,000)	(550,000)
	<i>Total</i>	(700,196)	(625,000)	(625,000)	(625,000)	(625,000)	(625,000)
<b>Total Expenditures and Uses</b>		(3,093,196)	(3,205,000)	(2,669,000)	(2,825,000)	(2,397,000)	(3,135,000)
<b>Change in Cash Balance</b>		771,301	(218,488)	377,242	282,167	772,310	97,697
<b>Ending Cash Balance</b>		19,508,938	19,290,450	19,667,692	19,949,859	20,722,169	20,819,866

Note: Cash flow assumes General Fund operating income increasing by 2% each year.

Village of Winnetka, Illinois

*Capital Improvement Plan*

2017 thru 2021



**PROJECTS BY DEPARTMENT**

Department	Project#	2017	2018	2019	2020	2021	Total		
<b>Fire</b>									
Replace 2007 Freightliner Medtec Ambulance	F-01			275,000			275,000		
Public Safety Building Roof - Fire	F-02			75,000			75,000		
<b>Fire Total</b>				350,000			350,000		
<b>Police</b>									
Communications System Periodic Upgrade	PD-01	250,000	50,000				300,000		
Public Safety Building Roof - Police	PD-02			150,000			150,000		
Communications Consolidation Project	PD-03	185,000					185,000		
Firing Range Rehab	PD-05		125,000				125,000		
Office Space Rehab	PD-06		100,000				100,000		
<b>Police Total</b>				435,000	275,000	150,000	860,000		
<b>Public Works</b>									
Replace 2000 2.5 Ton Dump (PW-22)	PW-02	195,000					195,000		
Replace 2004 Roll Off Dump (PW 12)	PW-03			150,000			150,000		
Replace 2004 Roll Off Dump (PW 13)	PW-04				222,000		222,000		
Replace 2004 Roll Off Dump (PW 17)	PW-05		219,000				219,000		
Replace 2006 John Deere Loader (PW 35)	PW-06					410,000	410,000		
Street & Alley Reconstruction/Rehabilitation	PW-07	1,350,000	1,350,000	1,400,000	1,400,000	1,450,000	6,950,000		
Willow Road Construction (Local Match)	PW-08					1,750,000	1,750,000		
Sidewalks - Replacement & New	PW-09	150,000	150,000	150,000	150,000	150,000	750,000		
Parking Lot Rehab. (Lincoln)	PW-10	500,000					500,000		
Hubbard Woods Train Station - Village Contribution	PW-13		50,000				50,000		
<b>Public Works Total</b>				2,195,000	1,769,000	1,700,000	1,772,000	3,760,000	11,196,000
<b>GRAND TOTAL</b>				2,630,000	2,044,000	2,200,000	1,772,000	3,760,000	12,406,000

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>PD-01</b>
<b>Project Name</b>	<b>Communications System Periodic Upgrade</b>

**Type** Improvement                      **Department** Police  
**Category** Equipment: Miscellaneous                      **Contact** Police Chief  
**Type** New Project



**Total Project Cost:**    \$300,000

**Description**

Investment in the statewide public safety communications system, STARCOM. The transition to STARCOM will require new radio equipment, including mobile radios installed in vehicles, portable radios carried by officers and transmitting systems installed in certain areas of the community. The Police Department currently operates a radio system, called NORCOM, with eleven other communities.

**Justification**

Federal legislation passed in 2012 requires NORCOM communities to stop using the current UHF frequencies and transition to another operating band. Some NORCOM communities have already transitioned to STARCOM, the statewide system. Winnetka and its five surrounding communities share talk channels on the NORCOM system and are conducting joint planning for transition to STARCOM to begin in 2017.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Construction/Maintenance	250,000	50,000				300,000
<b>Total</b>	<b>250,000</b>	<b>50,000</b>				<b>300,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
General Fund	250,000	50,000				300,000
<b>Total</b>	<b>250,000</b>	<b>50,000</b>				<b>300,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>PD-03</b>
<b>Project Name</b>	<b>Communications Consolidation Project</b>
<b>Type</b>	Improvement
<b>Category</b>	Equipment: Computers
<b>Type</b>	New Project
<b>Department</b>	Police
<b>Contact</b>	Police Chief



### Description

**Total Project Cost: \$185,000**

The Police Department is working with three neighboring agencies to consolidate police communications. The anticipated solution is to consolidate and contract police communication services with the Village of Glenview in 2017. Project cost accounts for the Village's share of one-time capital costs to establish consolidation.

### Justification

Illinois Public Act 96-0099 passed in June 2015 requires Public Safety Answer Points or PSAPs (911 centers) to consolidate in order to each serve a population of no less than 25,000 people. In August, 2016 the Village Council reviewed a feasibility study and approved a plan to consolidate the Department's PSAP with three surrounding towns in order to meet the requirements of the ACT.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Construction/Maintenance	185,000					185,000
<b>Total</b>	<b>185,000</b>					<b>185,000</b>
<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
General Fund	185,000					185,000
<b>Total</b>	<b>185,000</b>					<b>185,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>PW-02</b>
<b>Project Name</b>	<b>Replace 2000 2.5 Ton Dump (PW-22)</b>



<b>Type</b>	Equipment	<b>Department</b>	Public Works
<b>Category</b>	Vehicles	<b>Contact</b>	Public Works Director
<b>Type</b>	New Project		

**Total Project Cost: \$195,000**

<b>Description</b>
Replace existing 2.5 Ton Dump truck with new 2017 2.5 Ton Dump Truck. Equipped with lights, snow removal, and hauling capabilities.

<b>Justification</b>
Truck will be replaced due to age, mileage, maintenance history, and useful life limitations.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Equip/Vehicles/Furnishings	195,000					195,000
<b>Total</b>	<b>195,000</b>					<b>195,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
General Fund	195,000					195,000
<b>Total</b>	<b>195,000</b>					<b>195,000</b>



# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

**Project #** PW-09  
**Project Name** Sidewalks - Replacement & New

**Type** Improvement                      **Department** Public Works  
**Category** Street Reconstruction        **Contact** Public Works Director  
**Type** Annual Program



**Total Project Cost:** \$880,000

**Description**  
 This program provides for replacement of deteriorated and/or dangerous sidewalks throughout the Village, and construction of new sidewalk sections to fill existing gaps in the Village’s sidewalk network.

**Justification**  
 This project is part of the Village’s commitment to maintaining and replacing as necessary the existing concrete walkway systems throughout the Village.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
130,000	Construction/Maintenance	150,000	150,000	150,000	150,000	150,000	750,000
<b>Total</b>	<b>Total</b>	150,000	150,000	150,000	150,000	150,000	750,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
130,000	General Fund	150,000	150,000	150,000	150,000	150,000	750,000
<b>Total</b>	<b>Total</b>	150,000	150,000	150,000	150,000	150,000	750,000

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

**Project #** PW-10  
**Project Name** Parking Lot Rehab. (Lincoln)

**Type** Improvement                      **Department** Public Works  
**Category** Buildings                      **Contact** Public Works Director  
**Type** New Project



**Total Project Cost:** \$500,000

**Description**  
 Rehabilitation of the Lincoln Ave. Parking Lot. As part of the Village’s commitment to green infrastructure this project will look to add recommended BMP’s to improve water quality and green infiltration practices.

**Justification**  
 This project is part of the Village’s commitment to maintaining and repairing public owned parking lots.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Construction/Maintenance	500,000					500,000
<b>Total</b>	<b>500,000</b>					<b>500,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
General Fund	450,000					450,000
Storm Water Sewer Fund	50,000					50,000
<b>Total</b>	<b>500,000</b>					<b>500,000</b>

# VILLAGE OF WINNETKA

## CAPITAL IMPROVEMENT PLAN

### Motor Fuel Tax Fund

#### Description of Fund:

The Motor Fuel Tax Fund is a special revenue fund, meaning that its expenditures are statutorily restricted to a specific purpose, in this case, road and street improvements. Revenues from this fund are derived from State of Illinois Motor Fuel tax allotments and grants. Monies in this fund are held segregated from other funds and a Council resolution is approved before projects are undertaken in accordance with the law.

#### Attachments:

1. Funding and cash balance summary for 2016-2021.
2. List of projects for 2017-2021.
3. Project detail sheets for capital projects scheduled in 2017.



Village of Winnetka, Illinois

Capital Improvement Plan

2016 thru 2021



**SOURCES AND USES OF FUNDS**

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>Motor Fuel Tax Fund</b>						
<b>Beginning Cash Balance (January 1st)</b>	\$2,222,652	\$2,364,652	\$2,296,652	\$2,138,652	\$2,000,652	\$1,987,652
<b>Revenues and Other Fund Sources</b>						
<i>Revenue</i>						
Operational Income - Grants	0	320,000	0	0	0	0
Operational Income - State Disbursements	312,000	312,000	312,000	312,000	312,000	312,000
<i>Total</i>	312,000	632,000	312,000	312,000	312,000	312,000
<b>Total Revenues and Other Fund Sources</b>	312,000	632,000	312,000	312,000	312,000	312,000
<b>Total Funds Available</b>	2,534,652	2,996,652	2,608,652	2,450,652	2,312,652	2,299,652
<b>Expenditures and Uses</b>						
<i>Capital Projects &amp; Equipment</i>						
<u>Motor Fuel</u>						
Street Rehabilitation <i>MFT-01</i>	0	0	0	0	(200,000)	(200,000)
Bridge Painting & Deck Repair (Cherry, Oak) <i>MFT-02</i>	(170,000)	(400,000)	(470,000)	(450,000)	0	0
Willow Road Phase II Engineering (Local Match) <i>MFT-03</i>	0	0	0	0	(125,000)	0
Green Bay & Elm Traffic Signal <i>MFT-04</i>	0	(300,000)	0	0	0	0
<i>Total</i>	(170,000)	(700,000)	(470,000)	(450,000)	(325,000)	(200,000)
<u>Public Works</u>						
Willow Road Construction (Local Match) <i>PW-08</i>	0	0	0	0	0	(1,250,000)
<i>Total</i>	0	0	0	0	0	(1,250,000)
<b>Total Expenditures and Uses</b>	(170,000)	(700,000)	(470,000)	(450,000)	(325,000)	(1,450,000)
<b>Change in Cash Balance</b>	142,000	(68,000)	(158,000)	(138,000)	(13,000)	(1,138,000)
<b>Ending Cash Balance</b>	2,364,652	2,296,652	2,138,652	2,000,652	1,987,652	849,652

Village of Winnetka, Illinois

*Capital Improvement Plan*

2017 thru 2021



**PROJECTS BY DEPARTMENT**

<b>Department</b>	<b>Project#</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Motor Fuel</b>							
Street Rehabilitation	<i>MFT-01</i>				200,000	200,000	400,000
Bridge Painting & Deck Repair (Cherry, Oak)	<i>MFT-02</i>	400,000	470,000	450,000			1,320,000
Willow Road Phase II Engineering (Local Match)	<i>MFT-03</i>				125,000		125,000
Green Bay & Elm Traffic Signal	<i>MFT-04</i>	300,000					300,000
	<b>Motor Fuel Total</b>	700,000	470,000	450,000	325,000	200,000	2,145,000
	<b>GRAND TOTAL</b>	700,000	470,000	450,000	325,000	200,000	2,145,000



# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>MFT-04</b>
<b>Project Name</b>	<b>Green Bay &amp; Elm Traffic Signal</b>

**Type** Improvement  
**Category** Street Reconstruction  
**Type** Carry Over Project  
**Department** Motor Fuel  
**Contact** Public Works Director



**Total Project Cost: \$300,000**

**Description**  
 The project will consist of the upgrade/modernize of the existing traffic signals at Green Bay & Elm St., including enhancements to pedestrian crossing signals.

**Justification**  
 This is the Village's fiscal contribution towards the improvements to the traffic signals at the intersection of Green Bay Rd and Elm St. The signals are being replaced due to age, reliability and improvements in technology.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Construction/Maintenance	300,000					300,000
<b>Total</b>	<b>300,000</b>					<b>300,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Motor Fuel Tax Fund	300,000					300,000
<b>Total</b>	<b>300,000</b>					<b>300,000</b>

# VILLAGE OF WINNETKA

## CAPITAL IMPROVEMENT PLAN

### Village Facilities Fund

#### Description of Fund:

The Village Facilities Fund is classified as a capital project fund. Its purpose is limited to funding capital improvements related to Village-owned property. The revenues in this fund consist primarily of transfers from the General Fund. Transfers are made strategically and only when capital investment is planned and budgeted. In the past, major expenditures from this fund included the renovation of the Village Hall offices and the rehabilitation of the Village Hall doors.

#### Attachments:

1. Funding and cash balance summary for 2016-2021.
2. List of projects for 2017-2021.
3. Project detail sheets for capital projects scheduled in 2017.



Village of Winnetka, Illinois

Capital Improvement Plan

2016 thru 2021



**SOURCES AND USES OF FUNDS**

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>Village Facilities Fund</b>						
<b>Beginning Cash Balance (January 1st)</b>	\$343,387	\$319,350	\$46,925	\$46,925	\$46,925	\$46,925
<b><u>Revenues and Other Fund Sources</u></b>						
<i>Revenue</i>						
Contribution from Operations	(4,037)	(22,425)	0	0	0	0
<i>Total</i>	(4,037)	(22,425)	0	0	0	0
<b>Total Revenues and Other Fund Sources</b>	(4,037)	(22,425)	0	0	0	0
<b>Total Funds Available</b>	339,350	296,925	46,925	46,925	46,925	46,925
<b><u>Expenditures and Uses</u></b>						
<i>Capital Projects &amp; Equipment</i>						
<u>Police</u>						
Public Safety Door Access System	PD-04	(20,000)	0	0	0	0
<i>Total</i>	(20,000)	0	0	0	0	0
<u>Village Facilities</u>						
Village Hall Storm Windows	VF-01	0	(250,000)	0	0	0
<i>Total</i>	0	(250,000)	0	0	0	0
<b>Total Expenditures and Uses</b>	(20,000)	(250,000)	0	0	0	0
<b>Change in Cash Balance</b>	(24,037)	(272,425)	0	0	0	0
<b>Ending Cash Balance</b>	319,350	46,925	46,925	46,925	46,925	46,925

Village of Winnetka, Illinois

*Capital Improvement Plan*

2017 thru 2021



**PROJECTS BY DEPARTMENT**

<b>Department</b>	<b>Project#</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Village Facilities</b>							
Village Hall Storm Windows	VF-01	250,000					250,000
<b>Village Facilities Total</b>		250,000					250,000
<b>GRAND TOTAL</b>		250,000					250,000

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>VF-01</b>
<b>Project Name</b>	<b>Village Hall Storm Windows</b>



<b>Type</b>	Improvement	<b>Department</b>	Village Facilities
<b>Category</b>	Buildings	<b>Contact</b>	Assistant Village Manager
<b>Type</b>	Carry Over Project		

**Total Project Cost: \$250,000**

**Description**

Storm windows provide valuable thermal protection and contribute to the efficient heating and cooling of the Village Hall throughout the year. The Hall windows are a single pane glass, and while beautiful, do not offer the full energy benefits and protections desired. Much time has been spent to determine the appropriate materials and storm window types that will meet these objectives and also enhance the aesthetic of the building. As part of the Storm Windows Project, we intend to make necessary repairs to the wood frames as well as perform touch-up painting. There are 78 windows that are part of the project scope. There are eight different window frame types (of various configurations) to be considered for storm window design. Storm windows have been planned for single windows and double hung windows; in addition, the transom single and double archtop and sidelights on the lower elevation will add to the storm protection.

Critically, the project team has identified the appropriate unique and custom made storm windows that are intended for use on historic buildings. These “invisible” storm windows are made in a color that compliments the Village Hall, but will still offer the energy efficiencies, heating/cooling comforts, and decreased maintenance the Village desires. Included below are several photos showing the existing windows next to “mock-ups” where the desired storm windows have been temporarily installed.

**Justification**

In launching this project in 2016, the project team encountered several delays, including securing a project manager to oversee the work and long lead times to complete the mock installations employed to demonstrate the aesthetic impact to the Landmark Preservation Commission. While the storm windows were not completed during the original renovation, they are an important component to the overall building and vital to address in the short-term. The windows themselves were restored to full operation and painted in the historic paint color, but without protection, they will weather much more quickly and maintenance issues will increase. By hiring a project manager in late 2016 and starting the bidding process in early 2017, the project team feels this work can be completed in full in FY 2017.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Planning/Design	25,000					25,000
Construction/Maintenance	225,000					225,000
<b>Total</b>	<b>250,000</b>					<b>250,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Village Facilities Fund	250,000					250,000
<b>Total</b>	<b>250,000</b>					<b>250,000</b>

# VILLAGE OF WINNETKA

## CAPITAL IMPROVEMENT PLAN

### Business District Revitalization Fund

#### Description of Fund:

The Business District Revitalization Fund is a capital projects fund that serves to fund improvements related to the downtown Winnetka business districts of Hubbard Woods, Elm, and Indian Hill. Like the Village Facilities Fund, it is also funded from budgeted General Fund transfers when improvements are identified. This fund has considerable investment activity in FY 2017 due to the completion of the Downtown Master Plan study in 2016.

#### Attachments:

1. Funding and cash balance summary for 2016-2021.
2. List of projects for 2017-2021.
3. Project detail sheets for capital projects scheduled in 2017.



Village of Winnetka, Illinois

Capital Improvement Plan

2016 thru 2021



SOURCES AND USES OF FUNDS

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>Business District Revitalization Fund</b>						
<b>Beginning Cash Balance (January 1st)</b>	\$474,402	\$502,680	\$81,238	\$96,238	\$111,238	\$126,238
<b>Revenues and Other Fund Sources</b>						
<i>Revenue</i>						
Contribution from Operations	3,278	(26,442)	(10,000)	(10,000)	(10,000)	(10,000)
Transfer from General Fund	150,000	75,000	75,000	75,000	75,000	75,000
<i>Total</i>	153,278	48,558	65,000	65,000	65,000	65,000
<b>Total Revenues and Other Fund Sources</b>	153,278	48,558	65,000	65,000	65,000	65,000
<b>Total Funds Available</b>	627,680	551,238	146,238	161,238	176,238	191,238
<b>Expenditures and Uses</b>						
<i>Capital Projects &amp; Equipment</i>						
<u>Bus. District Revitalization</u>						
Downtown Master Plan (Teska) <i>BD-01</i>	(75,000)	0	0	0	0	0
Sidewalk, Grate & Paver Projects <i>BD-02</i>	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
DMP Redevelopment Site Evaluation (Post Office) <i>BD-03</i>	0	(50,000)	0	0	0	0
Downtown Master Plan - Implementation Consulting <i>BD-04</i>	0	(50,000)	0	0	0	0
Merrill Street (Two-Way Conversion/Realignment) <i>BD-05</i>	0	(75,000)	0	0	0	0
Business District Bike Rack Installation <i>BD-06</i>	0	(50,000)	0	0	0	0
Business District Wayfinding Program & Signage <i>BD-07</i>	0	(65,000)	0	0	0	0
Gateway Signage Design & Installation <i>BD-08</i>	0	(55,000)	0	0	0	0
Spruce St. / Chestnut St. Gateway Streetscape <i>BD-09</i>	0	(75,000)	0	0	0	0
Commercial District Projects (TBD) <i>BD-10</i>	0	0	0	0	0	0
<i>Total</i>	(125,000)	(470,000)	(50,000)	(50,000)	(50,000)	(50,000)
<b>Total Expenditures and Uses</b>	(125,000)	(470,000)	(50,000)	(50,000)	(50,000)	(50,000)
<b>Change in Cash Balance</b>	28,278	(421,442)	15,000	15,000	15,000	15,000
<b>Ending Cash Balance</b>	502,680	81,238	96,238	111,238	126,238	141,238

Note: Projects in years 2018-2021 to be determined by Village Council with input from Staff and the community.

Village of Winnetka, Illinois

*Capital Improvement Plan*

2017 thru 2021



**PROJECTS BY DEPARTMENT**

<b>Department</b>	<b>Project#</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Bus. District Revitalization</b>							
Sidewalk, Grate & Paver Projects	<i>BD-02</i>	50,000	50,000	50,000	50,000	50,000	<i>250,000</i>
DMP Redevelopment Site Evaluation (Post Office)	<i>BD-03</i>	50,000					<i>50,000</i>
Downtown Master Plan - Implementation Consulting	<i>BD-04</i>	50,000					<i>50,000</i>
Merrill Street (Two-Way Conversion/Realignment)	<i>BD-05</i>	75,000					<i>75,000</i>
Business District Bike Rack Installation	<i>BD-06</i>	50,000					<i>50,000</i>
Business District Wayfinding Program & Signage	<i>BD-07</i>	65,000					<i>65,000</i>
Gateway Signage Design & Installation	<i>BD-08</i>	55,000					<i>55,000</i>
Spruce St. / Chestnut St. Gateway Streetscape	<i>BD-09</i>	75,000					<i>75,000</i>
Commercial District Projects (TBD)	<i>BD-10</i>	0	0	0	0	0	<i>0</i>
<b>Bus. District Revitalization Total</b>		<b>470,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>670,000</b>
<b>GRAND TOTAL</b>		<b>470,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>670,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>BD-02</b>
<b>Project Name</b>	<b>Sidewalk, Grate &amp; Paver Projects</b>

<b>Type</b>	Improvement	<b>Department</b>	Bus. District Revitalization
<b>Category</b>	Street Paving	<b>Contact</b>	Public Works Director
<b>Type</b>	Annual Program		



**Total Project Cost: \$300,000**

**Description**

The Village will be looking to expand upon the general brick paver maintenance program to be able to remove and replace larger section of the brick paver walkways in the commercial district areas. This program is proposed to be funded over the next five years.

**Justification**

This project is part of the Village's commitment to maintaining and replacing as necessary the existing brick paver walkway systems throughout the commercial districts.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
50,000	Construction/Maintenance	50,000	50,000	50,000	50,000	50,000	250,000
<b>Total</b>	<b>Total</b>	50,000	50,000	50,000	50,000	50,000	250,000

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
50,000	Business District Revitalization Fund	50,000	50,000	50,000	50,000	50,000	250,000
<b>Total</b>	<b>Total</b>	50,000	50,000	50,000	50,000	50,000	250,000





# Capital Improvement Plan

## Village of Winnetka, Illinois

Data in Year 2017

**Project #** BD-05  
**Project Name** Merrill Street (Two-Way Conversion/Realignment)

**Type** Improvement  
**Category** Street Reconstruction  
**Type** New Project  
**Department** Bus. District Revitalization  
**Contact** Public Works Director



**Description**

**Total Project Cost:** \$75,000

Another redevelopment site considered by the DMP is the Hubbard Woods- North site, bordered by Gage Street, Green Bay Road, and Merrill Street. The conversion of Merrill Street from a one-way to two-way street will improve traffic circulation and connectivity with the business district, as well as make access to the Hubbard Woods Parking Deck easier. Current diagonal parking on Merrill would be re-aligned to retain parking allotment in this area.

**Justification**

The conversion is especially important to facilitate usage of the Hubbard Woods Parking Deck and development/redevelopment of the Hubbard Woods- North site. This conversion was also considered by the Winnetka Park District in their Hubbard Woods Park Maser Plan and recent renovation.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	75,000					75,000
<b>Total</b>	<b>75,000</b>					<b>75,000</b>

Funding Sources	2017	2018	2019	2020	2021	Total
Business District Revitalization Fund	75,000					75,000
<b>Total</b>	<b>75,000</b>					<b>75,000</b>





# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>BD-08</b>
<b>Project Name</b>	<b>Gateway Signage Design &amp; Installation</b>



<b>Type</b>	Equipment	<b>Department</b>	Bus. District Revitalization
<b>Category</b>	Equipment: Miscellaneous	<b>Contact</b>	Public Works Director
<b>Type</b>	New Project		

**Total Project Cost: \$55,000**

**Description**

The DMP revealed that except for a few small signs, it is difficult for a visitor to know they have arrived in Winnetka. Gateway signage is an additional means to reinforce the Village identity and draw attention to the business districts. Like wayfinding signage, it should be developed in an aesthetic that represents the Village and installed in key locations where visitors enter the community.

**Justification**

Winnetka's existing gateway signs need to be updated and made consistent with the larger wayfinding and signage programs. Staff recommends seeking redesign of the current signs and then installing new signage at entrances to the Village with emphasis along Green Bay Road. Below is a photo of current gateway signage near the Public Works Yards.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Equip/Vehicles/Furnishings	55,000					55,000
<b>Total</b>	<b>55,000</b>					<b>55,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Business District Revitalization Fund	55,000					55,000
<b>Total</b>	<b>55,000</b>					<b>55,000</b>



# VILLAGE OF WINNETKA

## CAPITAL IMPROVEMENT PLAN

### Electric Fund

#### Description of Fund:

The Electric Fund is classified as a business (enterprise) fund. In most circumstances, its operational revenues are expected to cover its operational expenses with the retained earnings being earmarked for capital investment. The capital improvements budgeted in this fund include investments in the Electric Plant, electric substations, and the electric distribution system.

#### Attachments:

1. Funding and cash balance summary for 2016-2021.
2. List of projects for 2017-2021.
3. Project detail sheets for capital projects scheduled in 2017.



Village of Winnetka, Illinois

Capital Improvement Plan

2016 thru 2021



SOURCES AND USES OF FUNDS

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>Electric Fund</b>						
<b>Beginning Cash Balance (January 1st)</b>	\$5,430,071	\$4,329,660	\$3,038,209	\$1,531,581	\$246,189	(\$1,243,411)
<b>Revenues and Other Fund Sources</b>						
<i>Revenue</i>						
Contribution from Operations	700,870	1,297,929	1,297,929	1,297,929	1,297,929	1,297,929
<i>Total</i>	700,870	1,297,929	1,297,929	1,297,929	1,297,929	1,297,929
<b>Total Revenues and Other Fund Sources</b>	700,870	1,297,929	1,297,929	1,297,929	1,297,929	1,297,929
<b>Total Funds Available</b>	6,130,941	5,627,589	4,336,138	2,829,510	1,544,118	54,518
<b>Expenditures and Uses</b>						
<i>Capital Projects &amp; Equipment</i>						
<i>Water &amp; Electric</i>						
#62 Dump Truck (1997) <i>E-01</i>	0	0	0	(45,000)	0	0
#84 Pick up/Snow Plow (2003) <i>E-02</i>	0	0	0	(30,000)	0	0
Replace Line Truck #55 (2000) <i>E-03</i>	0	0	(230,000)	0	0	0
Replace Line Truck #56 <i>E-04</i>	0	0	0	0	0	(230,000)
Line Truck #57 (1986) <i>E-05</i>	(155,225)	0	0	0	0	0
Fire Protection Generator/Turbine & Diesels <i>E-06</i>	(70,000)	(600,000)	0	0	0	0
2nd Substation Transformer <i>E-07</i>	0	0	0	(50,000)	(500,000)	(450,000)
Transformer Yard and Building Modifications <i>E-08</i>	0	0	0	0	(300,000)	0
ComEd Interconnection for Substation Trans. <i>E-09</i>	0	0	0	0	0	(300,000)
New Switchgear <i>E-10</i>	0	0	(50,000)	(380,000)	0	0
Fire Protection Transformer Yard <i>E-11</i>	0	0	(450,000)	(146,000)	0	0
Fire Protection Building <i>E-12</i>	0	0	(200,000)	0	0	0
Cable Pulling & Directional Boring <i>E-13</i>	(441,000)	(440,000)	(442,000)	(460,000)	(478,000)	(497,000)
Underground Conductors <i>E-14</i>	(341,000)	(511,000)	(404,000)	(416,000)	(429,000)	(441,000)
Cable Devices & Switchgear <i>E-15</i>	(61,000)	(80,000)	(65,000)	(67,000)	(69,000)	(71,000)
System Reinforcement - Conduit <i>E-16</i>	(32,000)	(120,000)	(124,000)	(128,000)	(128,000)	(132,000)
Transformers & Devices <i>E-17</i>	(107,000)	(145,154)	(129,000)	(133,000)	(137,000)	(141,000)
Allocated Employee Salaries - Electric <i>E-18</i>	(594,056)	(693,226)	(710,557)	(728,321)	(746,529)	(765,192)
<i>Total</i>	(1,801,281)	(2,589,380)	(2,804,557)	(2,583,321)	(2,787,529)	(3,027,192)
<b>Total Expenditures and Uses</b>	(1,801,281)	(2,589,380)	(2,804,557)	(2,583,321)	(2,787,529)	(3,027,192)

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>Electric Fund</b>						
<b>Change in Cash Balance</b>	(1,100,411)	(1,291,451)	(1,506,628)	(1,285,392)	(1,489,600)	(1,729,263)
<b>Ending Cash Balance</b>	4,329,660	3,038,209	1,531,581	246,189	(1,243,411)	(2,972,674)

Note: At the time of the printing of the budget, the Electric Rate Study initiated in 2016 has not been finalized and presented to the Village Council for their consideration. Current cash flow assumes an electric rate increase of 4% in 2017 and no increase for years 2018-2021.

Village of Winnetka, Illinois

*Capital Improvement Plan*

2017 thru 2021



**PROJECTS BY DEPARTMENT**

<b>Department</b>	<b>Project#</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Water &amp; Electric</b>							
#62 Dump Truck (1997)	E-01			90,000			90,000
#84 Pick up/Snow Plow (2003)	E-02			60,000			60,000
Replace Line Truck #55 (2000)	E-03		230,000				230,000
Replace Line Truck #56	E-04					230,000	230,000
Fire Protection Generator/Turbine & Diesels	E-06	600,000					600,000
2nd Substation Transformer	E-07			50,000	500,000	450,000	1,000,000
Transformer Yard and Building Modifications	E-08				300,000		300,000
ComEd Interconnection for Substation Trans.	E-09					300,000	300,000
New Switchgear	E-10		50,000	380,000			430,000
Fire Protection Transformer Yard	E-11		450,000	146,000			596,000
Fire Protection Building	E-12		200,000				200,000
Cable Pulling & Directional Boring	E-13	440,000	442,000	460,000	478,000	497,000	2,317,000
Underground Conductors	E-14	511,000	404,000	416,000	429,000	441,000	2,201,000
Cable Devices & Switchgear	E-15	80,000	65,000	67,000	69,000	71,000	352,000
System Reinforcement - Conduit	E-16	120,000	124,000	128,000	128,000	132,000	632,000
Transformers & Devices	E-17	145,154	129,000	133,000	137,000	141,000	685,154
Allocated Employee Salaries - Electric	E-18	693,226	710,557	728,321	746,529	765,192	3,643,825
<b>Water &amp; Electric Total</b>		<b>2,589,380</b>	<b>2,804,557</b>	<b>2,658,321</b>	<b>2,787,529</b>	<b>3,027,192</b>	<b>13,866,979</b>
<b>GRAND TOTAL</b>		<b>2,589,380</b>	<b>2,804,557</b>	<b>2,658,321</b>	<b>2,787,529</b>	<b>3,027,192</b>	<b>13,866,979</b>

# Capital Improvement Plan

## Village of Winnetka, Illinois

Data in Year 2017

**Project #** E-06  
**Project Name** Fire Protection Generator/Turbine & Diesels

**Type** Improvement  
**Category** Electric Plant  
**Type** Carry Over Project  
**Department** Water & Electric  
**Contact** Water & Electric Director

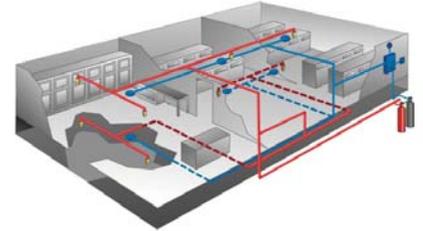


photo courtesy of Kelle

**Total Project Cost:** \$670,000

**Description**

The proposed project installs fire protection on the generating units located at the Electric Plant. The Electric Plant contains three steam turbines and two diesel engines. The project will install a water deluge system on the lower level of the Electric Plant accompanied with an inert gas system on the steam generators. In the event of a fire, successful containment and extinction is critical to insure that water and electric service is not impacted. The installed system provides fire protection to the Water Plant's high lift pumps that are located in the basement of the Electric Plant.

**Justification**

The generating units do not contain fire protection measures. In the event of a fire, successful containment and extinction is critical to insure that water and electric service is not impacted.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
70,000	Construction/Maintenance	600,000					600,000
<b>Total</b>	<b>Total</b>	600,000					600,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
70,000	Electric Fund	600,000					600,000
<b>Total</b>	<b>Total</b>	600,000					600,000

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>E-13</b>
<b>Project Name</b>	<b>Cable Pulling &amp; Directional Boring</b>



<b>Type</b>	Improvement	<b>Department</b>	Water & Electric
<b>Category</b>	Electric Distribution	<b>Contact</b>	Water & Electric Director
<b>Type</b>	Annual Program		

**Total Project Cost: \$2,758,000**

**Description**  
 Contracted resources are used to install underground conduit using directional boring. On occasion, contracted resources are utilized to pull cable into conduit to supplement Winnetka labor resources. Directional boring is frequently called horizontal drilling, utilizes a steerable trenchless method of installing underground conduit along a prescribed bore path using a surface launched drilling head. Using this method, there is minimal impact on the surrounding area. The proposed funds are for new service installations, revisions relocations associated with customer requests.

**Justification**  
 Directional boring is the least obtrusive manner in which to install underground conduit. The project funding is required to install conduit for new electric services.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
441,000	Construction/Maintenance	440,000	442,000	460,000	478,000	497,000	2,317,000
<b>Total</b>	<b>Total</b>	440,000	442,000	460,000	478,000	497,000	2,317,000

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
441,000	Electric Fund	440,000	442,000	460,000	478,000	497,000	2,317,000
<b>Total</b>	<b>Total</b>	440,000	442,000	460,000	478,000	497,000	2,317,000

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>E-14</b>
<b>Project Name</b>	<b>Underground Conductors</b>



<b>Type</b>	Equipment	<b>Department</b>	Water & Electric
<b>Category</b>	Electric Distribution	<b>Contact</b>	Water & Electric Director
<b>Type</b>	Annual Program		

**Total Project Cost:** \$2,542,000

**Description**

The proposed funding is for medium voltage (15kV) cable and secondary (600V) cable used during the fiscal year. Medium voltage cable is used on underground electric circuits and also to provide power to distribution transformers. Secondary cable is installed from the distribution transformer to customer meter pedestals. On an annual basis, the Electric Fund targets replacement of approximately 3,500 feet of aged cable sections that contain an insulation design that is known within the utility design for poor service reliability. Approximately 5,500 feet of primary cable in the proposed budget is contingent on the planned installation of a new storm water pumping station on Boal Parkway.

**Justification**

Procurement of underground conductors is required to support the installation of new electric services and for the replacement of aging underground infrastructure to insure ongoing system reliability.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
341,000	Equip/Vehicles/Furnishings	511,000	404,000	416,000	429,000	441,000	2,201,000
<b>Total</b>	<b>Total</b>	511,000	404,000	416,000	429,000	441,000	2,201,000

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
341,000	Electric Fund	511,000	404,000	416,000	429,000	441,000	2,201,000
<b>Total</b>	<b>Total</b>	511,000	404,000	416,000	429,000	441,000	2,201,000





**Capital Improvement Plan**  
**Village of Winnetka, Illinois**

Data in Year 2017

<b>Project #</b>	<b>E-17</b>
<b>Project Name</b>	<b>Transformers &amp; Devices</b>



<b>Type</b>	Equipment	<b>Department</b>	Water & Electric
<b>Category</b>	Electric Distribution	<b>Contact</b>	Water & Electric Director
<b>Type</b>	Annual Program		

**Total Project Cost: \$792,154**

**Description**  
 The proposed funding is for the purchase of distribution transformers used on the Village’s electrical system. Transformers are utilized to step down the voltage used on the electric distribution system to the voltage level requested by the customer. Funding includes the purchase of transformers for new business request and replacement of transformers identified through preventative maintenance and/or emergent failures.

**Justification**  
 Transformers are required to provide the requested service voltage to new customers or upon replacement of a failed transformer.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
107,000	Equip/Vehicles/Furnishings	145,154	129,000	133,000	137,000	141,000	685,154
<b>Total</b>	<b>Total</b>	145,154	129,000	133,000	137,000	141,000	685,154

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
107,000	Electric Fund	145,154	129,000	133,000	137,000	141,000	685,154
<b>Total</b>	<b>Total</b>	145,154	129,000	133,000	137,000	141,000	685,154

**Capital Improvement Plan**  
**Village of Winnetka, Illinois**

Data in Year 2017

<b>Project #</b>	<b>E-18</b>
<b>Project Name</b>	<b>Allocated Employee Salaries - Electric</b>



**Type** Unassigned                      **Department** Water & Electric  
**Category** Electric Distribution                      **Contact** Water & Electric Director  
**Type** Annual Program

**Total Project Cost:**    \$4,237,881

**Description**

This is the allocation of employee salaries for work performed on capital projects during the budget year. In the Electric Fund, this includes the installation of underground electric services, underground primary cable, transformers and switchgear.

**Justification**

Funding used toward the installation of capital assets is accrued in the book value of the electric system. Labor used to install capital assets is included in the accounting of capital assets.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
594,056	Other	693,226	710,557	728,321	746,529	765,192	3,643,825
<b>Total</b>	<b>Total</b>	693,226	710,557	728,321	746,529	765,192	3,643,825

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
594,056	Electric Fund	693,226	710,557	728,321	746,529	765,192	3,643,825
<b>Total</b>	<b>Total</b>	693,226	710,557	728,321	746,529	765,192	3,643,825

# VILLAGE OF WINNETKA

## CAPITAL IMPROVEMENT PLAN

### Water Fund

#### Description of Fund:

The Water Fund is classified as a business (enterprise) fund. In most circumstances, its operational revenues are expected to cover its operational expenses with the retained earnings being earmarked for capital investment. Water Funds capital expenses are designed to improve the Water Plant and water distribution system. Recent infrastructure studies have identified specific areas of the distribution network that require immediate investment—those projects are included in this capital plan.

#### Attachments:

1. Funding and cash balance summary for 2016-2021.
2. List of projects for 2017-2021.
3. Project detail sheets for capital projects scheduled in 2017.



Village of Winnetka, Illinois

Capital Improvement Plan

2016 thru 2021



SOURCES AND USES OF FUNDS

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>Water Fund</b>						
<b>Beginning Cash Balance (January 1st)</b>	\$1,324,248	\$1,576,775	\$1,619,552	\$1,197,017	\$590,739	\$296,302
<b>Revenues and Other Fund Sources</b>						
<i>Revenue</i>						
Contribution from Operations	924,818	185,493	272,242	363,426	459,241	559,889
Debt service expense	0	0	(60,706)	(60,706)	(60,706)	(60,706)
IEPA Loan	0	1,000,000	0	0	0	0
<b>Total</b>	924,818	1,185,493	211,536	302,720	398,535	499,183
<b>Total Revenues and Other Fund Sources</b>	924,818	1,185,493	211,536	302,720	398,535	499,183
<b>Total Funds Available</b>	2,249,066	2,762,268	1,831,088	1,499,737	989,274	795,485
<b>Expenditures and Uses</b>						
<i>Capital Projects &amp; Equipment</i>						
<u>Water &amp; Electric</u>						
#62 Dump Truck (1997)	E-01	0	0	(45,000)	0	0
#84 Pick up/Snow Plow (2003)	E-02	0	0	(30,000)	0	0
Line Truck #57 (1986)	E-05	(76,454)	0	0	0	0
Mini Excavator	W-01	(33,731)	0	0	0	0
Raw Water Intake Maintenance	W-02	0	(135,000)	0	(143,000)	0
Replace Pipe Manifold	W-03	(90,000)	0	0	0	0
Concrete Repairs Clearwell #1	W-04	(51,000)	0	0	0	0
Concrete Repairs Clearwell #2	W-05	(51,000)	0	0	0	0
Replace Filter Media 5-8	W-06	0	0	(105,000)	(210,000)	(210,000)
Replace Flocculators	W-07	0	0	0	0	(460,000)
Install Sectionalizing Valves	W-08	(40,000)	(51,525)	(52,000)	(52,000)	(52,000)
Allocated Employee Salaries - Water	W-09	(85,106)	(75,191)	(77,071)	(78,998)	(80,972)
Transfer Services, Oak St. (Locust to Birch)	W-10	(95,000)	0	0	0	0
Transfer Services, Hill Road (Church to Ridge)	W-11	(55,000)	0	0	0	0
Main Replacement, Lake St., (Forest Glen/Scott)	W-12	(95,000)	0	0	0	0
Transfer Services, Elm Street (Hibbard/Glendale)	W-13	0	0	(50,000)	0	0
Line Water Main at Willow Road RR Crossing	W-14	0	(180,000)	0	0	0
Main Replacement on Cherry Street (Birch/Ridge)	W-15	0	(374,000)	0	0	0
Main Replacement on Asbury Avenue (Grove to Lake)	W-16	0	(327,000)	0	0	0
Main Replacement on TBD	W-17	0	0	(350,000)	0	0

Source		Estimated 2016	2017	2018	2019	2020	2021
<b>Water Fund</b>							
Main Replacement on TBD	<i>W-18</i>	0	0	0	(350,000)	0	0
Main Replacement on TBD	<i>W-19</i>	0	0	0	0	(350,000)	0
Main Replacement on TBD	<i>W-20</i>	0	0	0	0	0	(350,000)
	<i>Total</i>	(672,291)	(1,142,716)	(634,071)	(908,998)	(692,972)	(944,997)
<b>Total Expenditures and Uses</b>		(672,291)	(1,142,716)	(634,071)	(908,998)	(692,972)	(944,997)
<b>Change in Cash Balance</b>		252,527	42,777	(422,535)	(606,278)	(294,437)	(445,814)
<b>Ending Cash Balance</b>		1,576,775	1,619,552	1,197,017	590,739	296,302	(149,512)

Note: For 2017, two high priority water main replacement projects identified in the Water Main Replacement Study, that coincide with street rehabilitation projects, have been included in the budget. In order to complete the capital work, a low interest loan from the IEPA is proposed. Policy direction is required for the scope of water main replacement work in years 2018-2021. The cash flow analysis currently assumes water rate increases of 4% per year, pending Council direction.

Village of Winnetka, Illinois

*Capital Improvement Plan*

2017 thru 2021



**PROJECTS BY DEPARTMENT**

<b>Department</b>	<b>Project#</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Water &amp; Electric</b>							
Raw Water Intake Maintenance	W-02	135,000		143,000			278,000
Replace Filter Media 5-8	W-06		105,000	210,000	210,000		525,000
Replace Flocculators	W-07					460,000	460,000
Install Sectionalizing Valves	W-08	51,525	52,000	52,000	52,000	52,000	259,525
Allocated Employee Salaries - Water	W-09	75,191	77,071	78,998	80,972	82,997	395,229
Transfer Services, Elm Street (Hibbard/Glendale)	W-13		50,000				50,000
Line Water Main at Willow Road RR Crossing	W-14	180,000					180,000
Main Replacement on Cherry Street (Birch/Ridge)	W-15	374,000					374,000
Main Replacement on Asbury Avenue (Grove to Lake)	W-16	327,000					327,000
Main Replacement on TBD	W-17		350,000				350,000
Main Replacement on TBD	W-18			350,000			350,000
Main Replacement on TBD	W-19				350,000		350,000
Main Replacement on TBD	W-20					350,000	350,000
<b>Water &amp; Electric Total</b>		<b>1,142,716</b>	<b>634,071</b>	<b>833,998</b>	<b>692,972</b>	<b>944,997</b>	<b>4,248,754</b>
<b>GRAND TOTAL</b>		<b>1,142,716</b>	<b>634,071</b>	<b>833,998</b>	<b>692,972</b>	<b>944,997</b>	<b>4,248,754</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>W-02</b>
<b>Project Name</b>	<b>Raw Water Intake Maintenance</b>



<b>Type</b>	Maintenance	<b>Department</b>	Water & Electric
<b>Category</b>	Water Plant	<b>Contact</b>	Water & Electric Director
<b>Type</b>	New Project		

**Total Project Cost: \$278,000**

<b>Description</b>
The Water Plant receives raw water through a 20” intake that extends approximately 3,000 feet into Lake Michigan. The intake pipe is inspected on a periodic basis to insure that the pipe remains covered with stone and not undermined. The proposed project includes covering any exposed sections of the intake pipe with stone and cleaning the intake screen at the end of the raw water pipe.

<b>Justification</b>
Maintenance of the intake is required to insure the on-going reliability of raw water to the Water Plant.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Construction/Maintenance	135,000		143,000			278,000
<b>Total</b>	<b>135,000</b>		<b>143,000</b>			<b>278,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Water Fund	135,000		143,000			278,000
<b>Total</b>	<b>135,000</b>		<b>143,000</b>			<b>278,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>W-08</b>
<b>Project Name</b>	<b>Install Sectionalizing Valves</b>



**Type** Improvement                      **Department** Water & Electric  
**Category** Water Distribution            **Contact** Water & Electric Director  
**Type** Annual Program

**Total Project Cost:**    \$299,525

**Description**

The water distribution system consists of 71.5 miles of water main. As an interim step to maintaining service reliability until older water main sections are replaced; additional valves are installed to minimize the number of customers impacted by water main breaks on sections of water main serving larger numbers of customers. Insertion valves are installed on active water mains without interrupting services to customers. The added insertion valves provide additional isolation locations and reduce the number of customers affected should there be water main beak.

**Justification**

Installation of additional sectionalizing valves provides increased operating flexibility during main breaks to minimize the number of customers impacted.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
40,000	Construction/Maintenance	51,525	52,000	52,000	52,000	52,000	259,525
<b>Total</b>	<b>Total</b>	51,525	52,000	52,000	52,000	52,000	259,525

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
40,000	Water Fund	51,525	52,000	52,000	52,000	52,000	259,525
<b>Total</b>	<b>Total</b>	51,525	52,000	52,000	52,000	52,000	259,525

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>W-09</b>
<b>Project Name</b>	<b>Allocated Employee Salaries - Water</b>



**Type** Unassigned      **Department** Water & Electric  
**Category** Water Distribution      **Contact** Water & Electric Director  
**Type** Annual Program

**Total Project Cost:** \$480,335

**Description**

This is the allocation of employee salaries for work performed on capital projects during the budget year. In the Water Fund, this includes the installation of new services, installation of valves, and new sections of water main.

**Justification**

Funding used toward the installation of capital assets is accrued in the book value of the water system. Labor used to install capital assets is included in the accounting of capital assets.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
85,106	Other	75,191	77,071	78,998	80,972	82,997	395,229
<b>Total</b>	<b>Total</b>	<b>75,191</b>	<b>77,071</b>	<b>78,998</b>	<b>80,972</b>	<b>82,997</b>	<b>395,229</b>

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
85,106	Water Fund	75,191	77,071	78,998	80,972	82,997	395,229
<b>Total</b>	<b>Total</b>	<b>75,191</b>	<b>77,071</b>	<b>78,998</b>	<b>80,972</b>	<b>82,997</b>	<b>395,229</b>







# VILLAGE OF WINNETKA

## CAPITAL IMPROVEMENT PLAN

### Refuse Fund

#### Description of Fund:

The Refuse Fund is classified as a business (enterprise) fund. Unlike the other Village business funds, it is not solely sustained by its operational revenues. For many years, the operations of the Refuse fund have been supported by the Village property tax levy and an additional transfer from the General Fund. This practice has allowed the Village to offer residential rubbish collection and recycling collection weekly to Village residents at no charge. While there is not a considerable amount of capital investment required to sustain the operations in this fund, there is the potential that leachate remediation at the former landfill site will be required in the future.

#### Attachments:

1. Funding and cash balance summary for 2016-2021.
2. List of projects for 2017-2021.
3. Project detail sheets for capital projects scheduled in 2017.



Village of Winnetka, Illinois

*Capital Improvement Plan*

2016 thru 2021



**SOURCES AND USES OF FUNDS**

Source	Estimated 2016	2017	2018	2019	2020	2021		
<b>Refuse Fund</b>								
<b>Beginning Cash Balance (January 1st)</b>	\$406,368	\$246,509	\$571,195	\$700,881	\$830,567	\$960,253		
<b><u>Revenues and Other Fund Sources</u></b>								
<i>Revenue</i>								
Contribution from Operations	(709,859)	(225,314)	(225,314)	(225,314)	(225,314)	(225,314)		
Transfer from General Fund	550,000	550,000	550,000	550,000	550,000	550,000		
<i>Total</i>	(159,859)	324,686	324,686	324,686	324,686	324,686		
<b>Total Revenues and Other Fund Sources</b>	(159,859)	324,686	324,686	324,686	324,686	324,686		
<b>Total Funds Available</b>	246,509	571,195	895,881	1,025,567	1,155,253	1,284,939		
<b><u>Expenditures and Uses</u></b>								
<i>Capital Projects &amp; Equipment</i>								
<u>Refuse</u>								
Refuse Truck Replacement Program		R-01	0	0	(195,000)	(195,000)	(195,000)	(220,000)
Leachate Migration Remediation		R-02	0	0	0	0	0	0
<i>Total</i>	0	0	(195,000)	(195,000)	(195,000)	(195,000)	(220,000)	
<b>Total Expenditures and Uses</b>	0	0	(195,000)	(195,000)	(195,000)	(220,000)		
<b>Change in Cash Balance</b>	(159,859)	324,686	129,686	129,686	129,686	104,686		
<b>Ending Cash Balance</b>	246,509	571,195	700,881	830,567	960,253	1,064,939		

Note: Staff will be bringing recommendations regarding the future of the Refuse operation to the Village Council for policy direction in the near future. For 2017, commercial refuse fees will increase 10%, refuse sticker fees will increase 10%, and a \$10/month base fee will be added to residential accounts.

Village of Winnetka, Illinois

*Capital Improvement Plan*

2017 thru 2021



**PROJECTS BY DEPARTMENT**

<b>Department</b>	<b>Project#</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Refuse</b>							
Refuse Truck Replacement Program	R-01		195,000	195,000	195,000	220,000	805,000
Leachate Migration Remediation	R-02	0	0	0	0	0	0
<b>Refuse Total</b>		0	195,000	195,000	195,000	220,000	805,000
<b>GRAND TOTAL</b>		0	195,000	195,000	195,000	220,000	805,000

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>R-02</b>
<b>Project Name</b>	<b>Leachate Migration Remediation</b>



**Type** Maintenance                      **Department** Refuse  
**Category** Other                              **Contact** Public Works Director  
**Type** Continuing Project

**Total Project Cost:**    \$0

**Description**

The closed landfill contains leachate, which is quite simply groundwater that has been in contact with buried refuse and has become contaminated. The possibility exists that some of this leachate is migrating outward from the landfill into the surrounding Forest Preserve. The Village is actively examining this issue via its network of groundwater monitoring wells. Should leachate migration be detected, the Village will need to initiate remedial action.

**Justification**

This program is part of the Village's IEPA permitting for maintenance and monitoring of the closed landfill.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Other	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Refuse Fund	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# VILLAGE OF WINNETKA

## CAPITAL IMPROVEMENT PLAN

### Sanitary Sewer Fund

#### Description of Fund:

The Sanitary Sewer Fund is classified as a business (enterprise) fund. In most circumstances, its operational revenues are expected to cover its operational expenses with the retained earnings being earmarked for capital investment. Major capital improvements are continuously undertaken to reduce stormwater inflow and infiltration into the sanitary sewer network. Also through the capital improvement program, aging sewer mains are given new life through a relining process.

#### Attachments:

1. Funding and cash balance summary for 2016-2021.
2. List of projects for 2017-2021.
3. Project detail sheets for capital projects scheduled in 2017.



Village of Winnetka, Illinois

*Capital Improvement Plan*

2016 thru 2021



**SOURCES AND USES OF FUNDS**

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>Sanitary Sewer Fund</b>						
<b>Beginning Cash Balance (January 1st)</b>	\$946,246	\$847,504	\$397,916	\$132,207	(\$96,489)	(\$285,796)
<b><u>Revenues and Other Fund Sources</u></b>						
<i>Revenue</i>						
Contribution from Operations	269,258	100,412	184,291	221,304	260,693	302,588
<i>Total</i>	269,258	100,412	184,291	221,304	260,693	302,588
<b>Total Revenues and Other Fund Sources</b>	269,258	100,412	184,291	221,304	260,693	302,588
<b>Total Funds Available</b>	1,215,504	947,916	582,207	353,511	164,204	16,792
<b><u>Expenditures and Uses</u></b>						
<i>Capital Projects &amp; Equipment</i>						
<u>Sanitary Sewer</u>						
Sheridan Road Pump Replacement	SS-01	(50,000)	0	0	0	0
System I/I Engineering and Repairs	SS-02	(150,000)	(300,000)	(300,000)	(300,000)	(200,000)
Follow-up Flow Monitoring	SS-03	0	(100,000)	0	0	0
Trenchless Lining	SS-04	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
<i>Total</i>		(350,000)	(550,000)	(450,000)	(450,000)	(350,000)
<u>Water &amp; Electric</u>						
Mini Excavator	W-01	(18,000)	0	0	0	0
<i>Total</i>		(18,000)	0	0	0	0
<b>Total Expenditures and Uses</b>	(368,000)	(550,000)	(450,000)	(450,000)	(450,000)	(350,000)
<b>Change in Cash Balance</b>	(98,742)	(449,588)	(265,709)	(228,696)	(189,307)	(47,412)
<b>Ending Cash Balance</b>	847,504	397,916	132,207	(96,489)	(285,796)	(333,208)

Note: In fiscal year 2016, the Village Council reauthorized the sanitary sewer backup reimbursement program. The program is projected to cost \$100,000 in FY 2017 and \$50,000 annually in years 2018-2021. Current cash flow projections assume a 5% rate increase per year.

Village of Winnetka, Illinois

*Capital Improvement Plan*

2017 thru 2021



**PROJECTS BY DEPARTMENT**

<b>Department</b>	<b>Project#</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Sanitary Sewer</b>							
System I/I Engineering and Repairs	SS-02	300,000	300,000	300,000	300,000	200,000	1,400,000
Follow-up Flow Monitoring	SS-03	100,000					100,000
Trenchless Lining	SS-04	150,000	150,000	150,000	150,000	150,000	750,000
<b>Sanitary Sewer Total</b>		<b>550,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>	<b>350,000</b>	<b>2,250,000</b>
<b>GRAND TOTAL</b>		<b>550,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>	<b>350,000</b>	<b>2,250,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>SS-02</b>
<b>Project Name</b>	<b>System I/I Engineering and Repairs</b>

<b>Type</b>	Improvement	<b>Department</b>	Sanitary Sewer
<b>Category</b>	Wastewater	<b>Contact</b>	Public Works Director
<b>Type</b>	Annual Program		



**Total Project Cost: \$1,550,000**

<b>Description</b>
Provides for completion of sanitary sewer system repairs identified in Sanitary Sewer Evaluation Studies. This work shall include additional sewer relining, manhole relining and replacement, chimney seals, and engineering design work.

<b>Justification</b>
This project is being performed as part of the Village's commitment to reduce inflow and infiltration into the sanitary sewer system.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
150,000	Construction/Maintenance	300,000	300,000	300,000	300,000	200,000	1,400,000
<b>Total</b>	<b>Total</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>200,000</b>	<b>1,400,000</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
150,000	Sanitary Sewer Fund	300,000	300,000	300,000	300,000	200,000	1,400,000
<b>Total</b>	<b>Total</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>200,000</b>	<b>1,400,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

**Project #** SS-03  
**Project Name** Follow-up Flow Monitoring

**Type** Maintenance                      **Department** Sanitary Sewer  
**Category** Wastewater                      **Contact** Public Works Director  
**Type** New Project



**Total Project Cost:** \$100,000

### Description

Provides for flow monitoring services to evaluate post-rehabilitation inflow/infiltration conditions in key sanitary sewer basins. This project will also provide for additional smoke testing and site visits for locations noted in the previous studies.

### Justification

This project is being performed to confirm the Village's efforts to reduce inflow and infiltration and perform additional detailed studies in previously noted areas that have excessive infiltration issues.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

Funding Sources	2017	2018	2019	2020	2021	Total
Sanitary Sewer Fund	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>SS-04</b>
<b>Project Name</b>	<b>Trenchless Lining</b>

<b>Type</b>	Maintenance	<b>Department</b>	Sanitary Sewer
<b>Category</b>	Wastewater	<b>Contact</b>	Public Works Director
<b>Type</b>	Annual Program		



**Total Project Cost: \$900,000**

**Description**  
 Trenchless repair method by which a flexible liner is placed in a deteriorated reach of sewer and then cured, forming a "pipe within a pipe". Locations vary throughout Village.

**Justification**  
 This annual program is part of the Village's commitment to reduce inflow and infiltration into the Village's sanitary sewer and ensure integrity and reliability of the sanitary sewer system.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
150,000	Construction/Maintenance	150,000	150,000	150,000	150,000	150,000	750,000
<b>Total</b>	<b>Total</b>	150,000	150,000	150,000	150,000	150,000	750,000

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
150,000	Sanitary Sewer Fund	150,000	150,000	150,000	150,000	150,000	750,000
<b>Total</b>	<b>Total</b>	150,000	150,000	150,000	150,000	150,000	750,000

# VILLAGE OF WINNETKA

## CAPITAL IMPROVEMENT PLAN

### Storm Water Sewer Fund

#### Description of Fund:

The Storm Water Sewer Fund is classified as a business (enterprise) fund. In most circumstances, its operational revenues are expected to cover its operational expenses with the retained earnings being earmarked for capital investment. Revenue from the fund is derived from a monthly stormwater charge to Village utility customers. The stormwater charge is based upon the impervious surface area of a property and generates approximately \$2,000,000 per year in revenue. To fund more significant capital improvements debt was issued in 2013 and 2014 totaling \$16,500,000. The Storm Water Sewer Fund is the only Village fund having outstanding General Obligation (GO) debt. The debt in this fund is annually abated as principal and interest payments are covered by the stormwater utility charge.

#### Attachments:

1. Funding and cash balance summary for 2016-2021.
2. List of projects for 2017-2021.
3. Project detail sheets for capital projects scheduled in 2017.



Village of Winnetka, Illinois

Capital Improvement Plan

2016 thru 2021



SOURCES AND USES OF FUNDS

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>Storm Water Sewer Fund</b>						
<b>Beginning Cash Balance (January 1st)</b>	\$15,668,134	\$15,264,380	\$11,199,544	\$11,278,608	\$11,356,772	\$11,448,736
<b>Revenues and Other Fund Sources</b>						
<i>Revenue</i>						
Contribution from Operations	1,522,746	1,436,514	1,436,514	1,436,514	1,436,514	1,436,514
Debt Service	(1,323,500)	(1,316,350)	(1,307,450)	(1,308,350)	(1,294,550)	(1,285,150)
<i>Total</i>	199,246	120,164	129,064	128,164	141,964	151,364
<b>Total Revenues and Other Fund Sources</b>	199,246	120,164	129,064	128,164	141,964	151,364
<b>Total Funds Available</b>	15,867,380	15,384,544	11,328,608	11,406,772	11,498,736	11,600,100
<b>Expenditures and Uses</b>						
<i>Capital Projects &amp; Equipment</i>						
<u>Public Works</u>						
Parking Lot Rehab. (Lincoln)	<i>PW-10</i>	0	(50,000)	0	0	0
<i>Total</i>		0	(50,000)	0	0	0
<u>Stormwater</u>						
Early Implementation Improvements	<i>SW-01</i>	0	0	0	0	0
Sheridan Road Ravine Stabilization	<i>SW-02</i>	(28,461)	(275,000)	0	0	0
Stormwater Engineering - Western Alternatives	<i>SW-03</i>	(506,539)	(500,000)	0	0	0
Stormwater Construction - Western Alternatives	<i>SW-04</i>	0	(2,500,000)	0	0	0
Boal Parkway Improvements	<i>SW-05</i>	(50,000)	(580,000)	0	0	0
Neighborhood-scale Stormwater Studies (Fuller)	<i>SW-06</i>	0	(50,000)	0	0	0
Stormwater Modeling and Alternatives - E. Winnetka	<i>SW-07</i>	0	(180,000)	0	0	0
Engineering - Stakeholder Engagement	<i>SW-08</i>	0	(50,000)	(50,000)	(50,000)	(50,000)
<i>Total</i>		(585,000)	(4,135,000)	(50,000)	(50,000)	(50,000)
<u>Water &amp; Electric</u>						
Mini Excavator	<i>W-01</i>	(18,000)	0	0	0	0
<i>Total</i>		(18,000)	0	0	0	0
<b>Total Expenditures and Uses</b>	(603,000)	(4,185,000)	(50,000)	(50,000)	(50,000)	(50,000)

Source	Estimated 2016	2017	2018	2019	2020	2021
<b>Storm Water Sewer Fund</b>						
<b>Change in Cash Balance</b>	(403,754)	(4,064,836)	79,064	78,164	91,964	101,364
<b>Ending Cash Balance</b>	15,264,380	11,199,544	11,278,608	11,356,772	11,448,736	11,550,100

Note: In 2016, Strand Associates presented a Stormwater Vision consisting of 15 projects in four phases to reduce stormwater flood risk in areas of western and southwestern Winnetka, for a total estimated cost of \$57.7 million. Because significant details need to be worked out with many of these projects, especially with respect to the Cook County Forest Preserve, the expenses and associated revenues have not been included in the five-year capital plan.

Village of Winnetka, Illinois

*Capital Improvement Plan*

2017 thru 2021



**PROJECTS BY DEPARTMENT**

<b>Department</b>	<b>Project#</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Stormwater</b>							
Early Implementation Improvements	SW-01	0	0	0	0	0	0
Sheridan Road Ravine Stabilization	SW-02	275,000					275,000
Stormwater Engineering - Western Alternatives	SW-03	500,000	0				500,000
Stormwater Construction - Western Alternatives	SW-04	2,500,000	0	0	0		2,500,000
Boal Parkway Improvements	SW-05	580,000					580,000
Neighborhood-scale Stormwater Studies (Fuller)	SW-06	50,000					50,000
Stormwater Modeling and Alternatives - E. Winnetka	SW-07	180,000	0				180,000
Engineering - Stakeholder Engagement	SW-08	50,000	50,000	50,000	50,000	50,000	250,000
<b>Stormwater Total</b>		<b>4,135,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>4,335,000</b>
<b>GRAND TOTAL</b>		<b>4,135,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>4,335,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>SW-02</b>
<b>Project Name</b>	<b>Sheridan Road Ravine Stabilization</b>



<b>Type</b>	Improvement	<b>Department</b>	Stormwater
<b>Category</b>	Storm Sewer/Drainage	<b>Contact</b>	Public Works Director
<b>Type</b>	Continuing Project		

**Total Project Cost: \$303,461**

<b>Description</b>
Provides for erosion control and stabilization of ravine and public sidewalk between Sheridan Road and Fisher Lane.

<b>Justification</b>
This program is part of the Village's commitment to improve the conveyance of stormwater along Sheridan Road.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
28,461	Construction/Maintenance	275,000					275,000
<b>Total</b>	<b>Total</b>	275,000					275,000

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
28,461	Storm Water Sewer Fund	275,000					275,000
<b>Total</b>	<b>Total</b>	275,000					275,000



# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>SW-04</b>
<b>Project Name</b>	<b>Stormwater Construction - Western Alternatives</b>

**Type** Improvement                      **Department** Stormwater  
**Category** Storm Sewer/Drainage      **Contact** Public Works Director  
**Type** New Project



**Total Project Cost:**    \$2,500,000

**Description**  
 Future implementation of projects identified in SW-3.

**Justification**  
 This is the fiscal commitment by the Village to develop a long term stormwater management program and improve the conveyance of stormwater throughout the Village.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Construction/Maintenance	2,500,000	0	0	0		2,500,000
<b>Total</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>2,500,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Storm Water Sewer Fund	2,500,000	0	0	0		2,500,000
<b>Total</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>2,500,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>SW-05</b>
<b>Project Name</b>	<b>Boal Parkway Improvements</b>



<b>Type</b>	Improvement	<b>Department</b>	Stormwater
<b>Category</b>	Storm Sewer/Drainage	<b>Contact</b>	Public Works Director
<b>Type</b>	Continuing Project		

**Total Project Cost: \$630,000**

<b>Description</b>
Engineering and construction of pump station improvements identified in 2014 Flood Solutions Project pilot study in Boal Parkway neighborhood.

<b>Justification</b>
This program is part of the Village's commitment to improve the conveyance of stormwater along Boal Parkway. The addition of a pump station will help to reduce the footprint of standing water on Boal Parkway during larger rainfall events.

<b>Prior</b>	<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
50,000	Construction/Maintenance	580,000					580,000
<b>Total</b>	<b>Total</b>	580,000					580,000

<b>Prior</b>	<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
50,000	Storm Water Sewer Fund	580,000					580,000
<b>Total</b>	<b>Total</b>	580,000					580,000

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>SW-06</b>
<b>Project Name</b>	<b>Neighborhood-scale Stormwater Studies (Fuller)</b>



**Type** Improvement                      **Department** Stormwater  
**Category** Storm Sewer/Drainage                      **Contact** Public Works Director  
**Type** New Project

**Total Project Cost: \$50,000**

**Description**  
 Future implementation of neighborhood scale stormwater improvement studies using process modeled in 2014 Flood Solutions project. Neighborhoods to be identified.

**Justification**  
 This is the Village's fiscal commitment to investigate smaller residential locations throughout the village with stormwater issues utilizing the process modeled in the 2014 Flood Solution project.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Planning/Design	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Storm Water Sewer Fund	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>SW-07</b>
<b>Project Name</b>	<b>Stormwater Modeling and Alternatives - E. Winnetka</b>



**Type** Improvement                      **Department** Stormwater  
**Category** Storm Sewer/Drainage                      **Contact** Public Works Director  
**Type** New Project

**Total Project Cost:**    \$180,000

**Description**  
Identify holistic stormwater flood risk reduction improvements for the Cherry Street Outlet and Elder Lane Outlet drainage areas of east Winnetka.

**Justification**  
The previous stormwater improvement program included proposed projects to bring flood risk reduction to these areas of east Winnetka. Because the Willow Road Stormwater Tunnel project was suspended, alternative projects for these areas need to be identified.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Planning/Design	180,000	0				180,000
<b>Total</b>	<b>180,000</b>	<b>0</b>				<b>180,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Storm Water Sewer Fund	180,000	0				180,000
<b>Total</b>	<b>180,000</b>	<b>0</b>				<b>180,000</b>

# Capital Improvement Plan

Data in Year 2017

## Village of Winnetka, Illinois

<b>Project #</b>	<b>SW-08</b>
<b>Project Name</b>	<b>Engineering - Stakeholder Engagement</b>

<b>Type</b>	Improvement	<b>Department</b>	Stormwater
<b>Category</b>	Planning	<b>Contact</b>	Public Works Director
<b>Type</b>	New Project		



**Total Project Cost:** \$250,000

**Description**

This project provides for engineering support for engaging governmental and non-governmental stakeholder groups in order to implement appropriate stormwater improvements on non-Village owned properties in western and southwestern Winnetka.

**Justification**

This work is necessary for refinement and approval of proposed projects in Strand’s stormwater vision for western and southwestern Winnetka.

<b>Expenditures</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Planning/Design	50,000	50,000	50,000	50,000	50,000	250,000
<b>Total</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>250,000</b>

<b>Funding Sources</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Storm Water Sewer Fund	50,000	50,000	50,000	50,000	50,000	250,000
<b>Total</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>250,000</b>

# FINANCIAL AND FUND BALANCE POLICIES

## Core Financial Policy

The Village's core financial policy is to maintain its long-standing tradition of fiscal discipline and stewardship while delivering high levels of municipal services and investing in the infrastructure on a pay-as-you-go basis. This guiding principle ensures that the Village delivers a high level of services and minimizes increases in operating expenses. The Village's fiscal prudence has earned it a Aaa bond rating, reduced the Village's portion of the property tax bill, ensured a steady and predictable revenue stream, and resulted in very little debt.

## Revenue Policies

Ideal revenue sources have the following characteristics:

1. They should be stable and predictable to allow the Village to implement its long range financial goals without being forced to suddenly reduce Village services, to dramatically decrease infrastructure investments, and/or to unexpectedly decrease cash reserves to fund operations.
2. To the greatest extent possible, they should be able to grow in tandem with costs. Many increases in costs (e.g., health insurance, property insurance, pension benefits, etc.) are beyond the control of the Village, and thus a growing revenue base is required to offset these increasing costs.

## Tax Levy Policy Statement

### Background:

As a non-home rule community, the annual increase in the Village's property tax revenue was limited by State law to the rate of inflation or 5%, whichever was less (State "tax cap" law.) Now that the Village is a home rule municipality through a successful voter referendum on April 5, 2005, the Village Council can set the property tax levy at any amount it deems appropriate.

The Village uses its property tax revenues to fund a large percentage of the General Fund operating costs, pension amortization costs, and the refuse utility.

This policy honors the spirit of the Village's home rule discussion to continue the tradition of fiscal prudence based upon the following concepts:

- continue to operate within the non-home rule tax cap limitations;
- continue fiscal restraint in setting rates for revenue sources that are not capped;
- continue efforts to restrain increases in operating expenses;
- continue focus on being more efficient and cost effective;
- continue policies to maintain a Aaa bond rating.

This policy strives to maintain the delicate balance of preserving the Village's solid financial foundation while continuing to set property tax levies that are equal to or less than the limits allowed by the tax cap law and delivering high levels of service, including making infrastructure improvements.

### Tax Levy Recommendations:

The current Village Council recommends reviewing, analyzing and considering the following objectives when setting the Village tax levy, keeping in mind the ultimate goal to set Winnetka's total property tax levy at or less than the maximum levy authorized by tax caps:

1. Continue to tightly control increases in operating expenses.
2. Continue to explore ways to diversify General Fund revenue sources.
3. Carefully plan the Village's Five-Year Capital Improvement Program.
4. Continue to calculate potential property tax revenues from new development to determine if the Village needs these additional revenues to balance its budget.
5. Review the following information to prepare for setting the property tax levy amount in December as required by State law.
  - a) Determine if the State Legislature has increased Police or Fire pension benefits in the last year and whether the Village must increase the property tax levy in order to keep these pension funds actuarially sound.
  - b) Update all General Fund revenue estimates and assess any adverse, major expense developments during the first six months of the current fiscal year.

Winnetka leadership is committed to maintaining the Village's long-standing tradition of sound fiscal discipline and stewardship while delivering high levels of municipal services and investing in the community's infrastructure. By working together, the Village Council, Village Administration, business community and residents will ensure a strong, healthy, vibrant Village for future generations of Winnetkan's.

### Fees:

When the Village charges fees, such as building permit fees, they should be set to recover the cost of providing the specific service.

### Utility Rates:

Retail electric, water, sanitary, and storm sewer rates for Winnetka residents are set by using a cost of service analysis. This ensures an equitable allocation of revenue requirements to the various customer classifications.

The Village provides water outside its corporate limits to the Village of Northfield and individual residents in the Woodley Road area. The Northfield water rates are established by contract and are based on the market rate of wholesale water being sold from one Village to another. Unincorporated customers, like the Woodley Road residents, pay a higher water rate, as it is standard practice for Villages to charge more to residents of unincorporated areas.

## Policies for Operating Expenses

Increases in operating expenditures generally should be equal to increases in revenues unless specific Council action is taken to increase or reduce cash balances.

Personnel expenses are the most expensive cost center in the Village's budget. A well-trained and experienced work force is a vital component of providing high quality services at a reasonable cost. In order to preserve a stable workforce the Village compensates its employees fairly and in keeping with the salaries and benefits offered by other nearby villages. However, the Village must continue to improve productivity in order to continue to perform the same, or more, work at a lesser cost. Without decreasing the level of Village services, the Village has reduced its total number of full time employees from 166 FTEs in 2000 to 161.70 FTEs in the proposed budget.

In terms of funding public safety pensions, the Village seeks to fund at least 100% of the annual contribution amount calculated by professional actuaries. It is the Village's philosophy to seek 100% funding, over time, using reasonable assumptions and the entry age normal method of calculating Village contribution amounts.

The Village's actuary will normally produce a higher pension contribution than that calculated according to State law. State law requires a contribution based on 90% funding under the Projected Unit Credit Method, which can be back-weighted, in terms of Village contributions.

## Capital Improvement Policies

Except under extraordinary circumstances, the Village will continue to maintain and upgrade its infrastructure via routine capital improvements projects on a pay-as-you-go basis. This allows the Village to invest all of its financial resources into the capital improvement project without incurring interest payments.

For mega-projects such as storm sewers, parking decks, Post Office redevelopment, streetscape, etc., the Village will utilize cash reserves to the extent possible. These cash reserves are increased through careful and conservative management of the Village's budget in anticipation of the need to undertake such projects.

The core planning tool for investing in the infrastructure is the Village's Five-year Capital Improvements Plan which is updated annually for the General, MFT, Village Facilities, Business District Revitalization Water, Electric, Refuse, Sanitary Sewer, and Stormwater Sewer Funds. Additionally, the Village will prepare a projected capital needs analysis annually to identify capital needs beyond the next 5 year time frame.

The historical record indicates that the following levels of investment are required to properly maintain the Village's infrastructure:

General Fund:	From \$2.5 to \$3.5 million per year
Electric Fund:	Annual depreciation rate
Water Fund:	Annual depreciation rate
Sewer Fund:	Annual depreciation rate

## **General Budgeting Policies and Procedures**

1. Target and maintain an appropriate fund balance in each fund.
2. Maintain an open, well-communicated budget process.
  - a) The budget documents are filed with the Library for public use. All meetings are open to the public. A summary of the budget is posted on the Village's website.
3. The proposed budget is presented using Generally Accepted Accounting Principles, (GAAP). Historical information is restated, when necessary, to aid in meaningful comparisons.

## **Fund Balance / Net Assets Policy**

This budget document was prepared on a measurement basis of fund balance and net assets versus cash balances. In most cases, cash balances are very similar to fund balances. In the insurance funds, there can be a notable difference between cash balances and fund balance, as the Village can have significant liabilities in these funds that are paid off over many years, such as the Village's obligations to injured workers.

The Fund Balance/Net Assets Policy serves as a guide for policy makers and does not by itself mandate any Council action. When the fund balance is significantly above the desired level, the Council can keep fees and taxes lower. Additionally, capital improvements can be funded from reserve balances above the minimum threshold.

When fund balances are below the desired levels, it is a signal to policy-makers that corrective action might be desirable. Corrective action could include lowering expenses, increasing revenues, deferring capital improvements, or making policy changes to rebuild fund equity. As with many policies, there is some judgment involved.

## **Purpose**

A Fund Balance/Net Assets Policy establishes a minimum end-of-year fund balance/net assets target for select funds, as a result of the constraints imposed upon the resources reported by the governmental and proprietary funds. This policy is established to provide financial stability, cash flow for operations, and ensure that the Village will be able to respond to emergencies with fiscal strength. Additionally, detailing the availability of fund balance increases the ability of financial statement users to understand the availability of resources.

It is the Village's philosophy to support long-term financial strategies, where fiscal strength and sustainability are high priorities, while also building funds for capital projects. It is essential to maintain adequate levels of fund balance/net assets to mitigate current and future risks and provide operational flexibility to respond to fiscal challenges over time without large tax or fee changes.

Fund balance/net asset levels are also crucial considerations in long-term financial planning. Credit rating agencies also monitor levels of fund balance/net assets and unassigned fund balance in the General Fund to evaluate continued creditworthiness.

## Definitions

### *Governmental Funds*

The fund balance will be composed of three primary categories:

- 1) Non-spendable Fund Balance – portion of a Governmental Fund’s fund balance that are not available to be spent, either in the short-term or long-term, or through legal restrictions (e.g., inventories, prepaid items, deposits, land held for resale and endowments).
- 2) Restricted Fund Balance – portion of a Governmental Fund’s fund balance that are subject to external enforceable legal restrictions (e.g., grantor, contributor and property tax levies).
- 3) Unrestricted Fund Balance – is made up of three components:
  - A) Committed Fund Balance – the portion of a Governmental Fund’s fund balance with self-imposed constraints or limitations that have been placed at the highest level of decision making through formal Board action. The same action is required to remove the commitment of fund balance.
  - B) Assigned Fund Balance – the portion of a Governmental Fund’s fund balance to denote an intended use of resources but with no formal Board action.
  - C) Unassigned Fund Balance – available expendable financial resources in a governmental fund that is not the object of a tentative management plan.

Some funds are funded by a variety of resources, including both restricted and unrestricted (committed, assigned and unassigned). The Government assumes that the order of spending fund balance is as follows: restricted, committed, assigned, unassigned.

### *Proprietary Funds*

Proprietary funds include enterprise and internal service funds. The net assets are composed of three primary categories:

- 1) Invested in Capital Assets, Net of Related Debt – portion of a proprietary fund’s net assets that reflects the fund’s net investment in capital assets less any amount of outstanding debt related to the purchase/acquisition of said capital assets. Related debt, for this purpose, includes the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of capital assets of the Government.
- 2) Restricted Net Assets – portion of a proprietary fund’s net assets that are subject to external enforceable legal restrictions (e.g., grantor, contributor and bond covenants).
- 3) Unrestricted Net Assets – portion of a proprietary fund’s net assets that is neither restricted nor invested in capital assets (net of related debt).

## **Authority**

### ***Governmental Funds***

**Committed Fund Balance** – A self-imposed constraint on spending the fund balance must be approved by ordinance or resolution of the Board. Any modifications or removal of the self-imposed constraint must use the same action used to commit the fund balance. Formal action to commit fund balance must occur before the end of the fiscal year. The dollar amount of the commitment can be determined after year end.

**Assigned Fund Balance** – A self-imposed constraint on spending the fund balance based on the Government's intent to use fund balance for a specific purpose. The authority may be delegated to members of the management team by the Board.

### **Minimum Unrestricted Fund Balance Levels**

#### General Fund

**Purpose** – Is a major fund and the general operating fund of the Government. It is used to account for all activities that are not accounted for in another fund.

**Fund Balance** – Unrestricted fund balance targets should represent no less than six months of operating expenditures. Balances above the maximum may be transferred to other funds or invested in capital projects at the Council's discretion.

#### Special Revenue Fund

**Purpose** - Used to account for and report the proceeds of specific revenue sources that are legally restricted or committed to expenditures for specified purposes other than debt service or capital projects.

**Financing** – Special revenue funds are provided by a specific annual property tax levy or other restricted and/or committed revenue source. Financing may also be received from other charges for services, etc.

**Fund Balance** – Derived from property taxes (other another restricted revenue source); therefore, legally restricted. The portion of fund balance derived from property taxes will be legally restricted. The remaining fund balance amount (restricted and/or committed) will be targeted at a minimum level of 50% of annual budgeted revenues.

#### Debt Service Fund

**Purpose** – Established to account for financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

**Financing** – The municipality levies an amount or transfers in an amount close to the principal and interest that is anticipated to be paid.

**Fund Balance** – Derived from property taxes; therefore, legally restricted. Any fund balance accumulation should not exceed the future principal and interest payments due.

## Capital Projects Fund

Purpose - Established to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets, excluding proprietary fund capital outflows.

Financing – Debt financing, grants, or inter-fund transfers are used to finance projects.

Fund Balance – Considered segregated for maintenance, construction and/or development; therefore, considered committed, restricted, or assigned depending on the intended source/use of the funds.

## *Proprietary Funds*

### Enterprise Funds

Purpose - Established to account for and report financial resources that are invested in capital assets, net of related debt, restricted, or unrestricted for future spending related to the fund. The focus of enterprise fund measurement is upon determination of operating income, changes in net assets, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. Enterprise funds are required to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) establishes fees and charges based on a pricing policy designed to recover similar costs.

Financing – User fees, debt financing, or grants are used to finance operations, capital outlay and improvements, and debt service retirements.

Net Assets – Considered invested in capital assets net of related debt (for amounts capitalized as capital assets, less the outstanding debt related to the acquisition of said assets. Restricted net assets relate to bond covenant reserves as outlined in the bond ordinance.

Unrestricted net asset targets should represent no less than four months of budgeted operating expenses.

### Internal Service Funds

Purpose - Established to account for and report financial resources that are invested in capital assets, net of related debt, restricted, or unrestricted for future spending related to the fund.

The focus of internal service fund measurement is upon determination of operating income, changes in net assets, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to a business in the private sector. Internal service funds are used to account for the financing of goods or services provided by an activity to other departments, funds or component units of the Government on a cost-reimbursement basis.

Financing – User fees charged to other departments, funds, or component units, or debt financing are used to finance operations, capital outlay and improvements, and debt service retirements.

### *Proprietary Funds*

#### Internal Service Funds - Continued

Net Assets – Considered invested in capital assets net of related debt (for amounts capitalized as capital assets, less the outstanding debt related to the acquisition of said assets. Restricted net assets relate to bond covenant reserves as outlined in the bond ordinance. Unrestricted net asset targets should represent appropriate levels given the activity of the fund and the discretion of the Board and management (excluding debt service and capitalized asset expenses).

Unrestricted net asset targets should represent no less than four months of budgeted operating expenses.

Insurance type funds should have additional unrestricted net asset targets reflecting the fact that these funds may finance significant risks and can have variability based on claims experience. The following amounts are established as additional net asset amounts that should be added to the four months of expenses base amount for the funds indicated:

Worker's Compensation – 100% of one self-insured \$600,000 loss.

Liability Fund – 75% of one \$2,000,000 self-insured loss (\$1,500,000).

Health Insurance – no additional amount needed.

## Other Considerations

In establishing the above policies for unrestricted fund balance/net asset levels, the Government considered the following factors:

- The predictability of the Government's revenues and the volatility of its expenditures (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile)
- The Government's perceived exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts)
- The potential drain upon General Fund resources from other funds as well as the availability of resources in other funds (i.e., deficits in other funds may require a higher level of unrestricted fund balance be maintained in the General Fund, just as, the availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the General Fund)
- Liquidity (i.e., a disparity between when financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained)
- Commitments and assignments (i.e., governments may wish to maintain higher levels of unrestricted fund balance to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose)

If any of the above factors materially change, the Village Staff is charged with reviewing the current unrestricted fund balance/net asset levels and suggesting changes, if needed, to the Village Council for their consideration.

**VILLAGE OF WINNETKA  
FUND BALANCE COMPARISON  
(ALL FUNDS, WITH CAPITAL)**

<b>FUND</b>	<b>12/31/2015 Audited Fund Balance</b>	<b>2016 Estimated Revenue</b>	<b>2016 Estimated Expense*</b>	<b>12/31/2016 Estimated Fund Balance</b>	<b>2017 Budgeted Revenue</b>	<b>2017 Budgeted Expense*</b>	<b>12/31/2017 Projected Fund Balance</b>	<b>FY 2017 Policy Amount</b>	<b>Surplus / (Deficiency)</b>	<b>Explanation of Target Amount</b>
General Fund	19,033,277	24,704,472	23,933,171	19,804,578	25,229,961	25,448,449	19,586,090	11,434,225	8,151,866	Six (6) months of operating expenses
Motor Fuel Tax Fund	2,250,157	312,000	170,000	2,392,157	632,000	700,000	2,324,157	316,000	2,008,157	Fifty percent (50%) of annual revenue
Foreign Fire Tax Fund	88,205	78,275	55,000	111,480	78,275	100,000	89,755	-	89,755	None, current balance is policy amount
Special Service Areas	(86,485)	39,708	-	(46,777)	30,600	-	(16,177)	-	(16,177)	None, current balance is policy amount
Village Facilities Fund	341,234	4,963	29,000	317,197	2,575	275,000	44,772	-	44,772	None, current balance is policy amount
Downtown Revitalization Fund	437,883	153,278	125,000	466,161	78,558	500,000	44,719	-	44,719	None, current balance is policy amount
Electric Fund**	7,478,173	15,409,732	16,510,143	6,377,762	16,046,477	17,337,928	5,086,311	4,916,183	170,128	Four (4) months of operating expenses
Water Fund**	1,533,138	3,791,715	3,539,188	1,785,665	4,678,337	4,635,560	1,828,442	1,164,281	664,161	Four (4) months of operating expenses
Sanitary Sewer Fund**	1,017,522	1,110,500	1,209,242	918,780	1,100,329	1,549,917	469,192	333,306	135,886	Four (4) months of operating expenses
Refuse Fund**	1,519,035	2,192,545	2,352,404	1,359,176	2,694,047	2,369,361	1,683,862	789,787	894,075	Four (4) months of operating expenses
Stormwater Sewer Fund**	15,082,172	2,030,000	2,433,754	14,678,418	2,061,551	6,126,387	10,613,582	2,841,046	7,772,536	Four (4) months of operating expenses + two (2) years of debt service
W.C. Insurance Fund**	1,225,497	559,992	448,000	1,337,489	552,463	698,000	1,191,952	832,667	359,285	Four (4) months of operating expenses + \$600,000 deductible
Liability Insurance Fund**	2,237,214	15,500	255,000	1,997,714	27,965	396,450	1,629,229	1,632,150	(2,921)	Four (4) months of operating expenses + \$1,500,000 claim
Health Insurance Fund**	1,298,157	3,315,725	3,330,972	1,282,910	3,823,603	3,801,434	1,305,079	1,267,145	37,934	Four (4) months of operating expenses
Data Processing Fund**	816,384	333,542	437,068	712,858	334,185	470,715	576,328	156,905	419,423	Four (4) months of operating expenses
Fleet Services Fund**	399,011	919,496	950,584	367,923	942,983	894,107	416,799	298,036	118,763	Four (4) months of operating expenses
Police Pension Fund	25,257,502	3,204,285	2,374,458	26,087,329	3,386,376	2,224,244	27,249,461	41,529,135	(14,279,674)	Funding pension at 100% in 20 years (2017)
Fire Pension Fund	23,597,597	3,168,812	2,490,215	24,276,194	3,483,016	2,351,836	25,407,374	42,320,232	(16,912,858)	Funding pension at 100% in 20 years (2017)
<b>TOTAL</b>	<b>\$ 103,525,673</b>	<b>\$ 61,344,540</b>	<b>\$ 60,643,199</b>	<b>\$ 104,227,014</b>	<b>\$ 65,183,301</b>	<b>\$ 69,879,388</b>	<b>\$ 99,530,927</b>	<b>\$ 109,831,096</b>	<b>\$ (10,300,169)</b>	

\* - Expense totals omit Village contingency and depreciation

\*\* - Fund Balance is Current Assets less Current Liabilities

NOTE: The purpose of this spreadsheet is to show the effects of budgeted revenues and expenditures / expenses on Fund Balances / Net Assets and to show progress towards meeting targets set for the individual funds. Final Fund Balance is determined annually as part of the Village's audit and completion of the Comprehensive Annual Financial Report.

# SUPPLEMENTAL BUDGET INFORMATION

## Exhibits:

- A. Property Tax Levy Calculations
- B. History of Tax Levy by Use
- C. Tax Levy History and Projections
- D. Pension Funding Levels and Policies
- E. Glossary



Exhibit A

**Village of Winnetka**  
**Schedule of Property Tax Levy Calculations**

<u>Tax Levy Category</u>	Column A <b>2015 Actual Tax Levy</b>	Column B <b>2016 Proposed Tax Levy</b>	Column C (Column B - A) <b>Dollar Change</b>	C/A*100 <b>Percent Change</b>
<u>General Fund:</u>				
Corporate	\$10,557,155	\$10,320,066	(\$237,089)	-2.2%
<u>Other Funds:</u>				
Police Pension	\$1,308,146	\$1,446,664	\$138,518	10.6%
Fire Pension	\$1,451,602	\$1,723,176	\$271,574	18.7%
Refuse Utility	\$1,100,000	\$1,100,000	\$0	0.0%
Debt Service	\$0	\$0	\$0	---
<b>Total Village-wide Tax Levy</b>	<b>\$14,416,903</b>	<b>\$14,589,906</b>	<b>\$173,003</b>	<b>1.2%</b>
Less: Projected New Development				
@ 1.2%		(\$173,003)	(\$173,003)	-1.2%
<b>Existing Tax Payer Increase</b>	<b>\$14,416,903</b>	<b>\$14,416,903</b>	<b>\$0</b>	<b>0.0%</b>

<b>Increase (Decrease) Based on Total Property Tax Bill</b>
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Total Property Taxes Paid 100.00%	Other Taxing Distr. 86.95%	Village 13.05%	0.0% Change / Village
\$10,000	\$8,695	\$1,305	\$0
\$15,000	\$13,042	\$1,958	\$0
\$20,000	\$17,390	\$2,610	\$0
\$25,000	\$21,737	\$3,263	\$0
\$30,000	\$26,085	\$3,915	\$0
\$35,000	\$30,432	\$4,568	\$0
\$40,000	\$34,780	\$5,220	\$0
\$50,000	\$43,475	\$6,525	\$0
\$60,000	\$52,170	\$7,830	\$0

Exhibit B

**Village of Winnetka  
History of Tax Levy By Use**

Tax Levy Year	Total Levy	% Change	Corporate (see note 1)	% Change	Police Pension	% Change	Fire Pension	% Change	Refuse	% Change	Debt & Others
2017 Projected	\$14,789,906	1.4%	\$10,320,066	0.0%	\$1,546,664	6.9%	\$1,823,176	5.8%	\$1,100,000	0.0%	\$0
2016 Budgeted (Note 2)	\$14,589,906	1.2%	\$10,320,066	-2.2%	\$1,446,664	10.6%	\$1,723,176	18.7%	\$1,100,000	0.0%	\$0
2015 Actual	\$14,416,903	0.8%	\$10,557,155	-1.1%	\$1,308,146	14.2%	\$1,451,602	5.0%	\$1,100,000	0.0%	\$0
2014	\$14,302,483	0.6%	\$10,675,483	0.9%	\$1,145,000	5.0%	\$1,382,000	5.0%	\$1,100,000	0.0%	\$0
2013	\$14,222,477	2.5%	\$10,578,861	1.4%	\$1,090,000	8.0%	\$1,316,000	10.5%	\$1,100,000	0.0%	\$137,616
2012	\$13,875,587	3.0%	\$10,436,990	3.0%	\$1,009,152	1.7%	\$1,191,031	7.4%	\$1,100,000	0.0%	\$138,414
2011	\$13,472,400	2.8%	\$10,132,173	1.7%	\$992,534	3.5%	\$1,108,794	17.9%	\$1,100,000	0.0%	\$138,899
2010	\$13,105,359	2.8%	\$9,966,820	4.2%	\$959,387	-4.7%	\$940,074	0.4%	\$1,100,000	0.0%	\$139,078
2009	\$12,748,404	1.7%	\$9,566,301	0.6%	\$1,006,480	37.7%	\$936,668	12.2%	\$1,100,000	-17.0%	\$138,955
2008	\$12,535,305	4.7%	\$9,505,770	3.8%	\$731,000	8.3%	\$835,000	14.4%	\$1,325,000	3.9%	\$138,535
2007	\$11,972,591	4.7%	\$9,154,768	5.5%	\$675,000	4.7%	\$730,000	0.4%	\$1,275,000	2.0%	\$137,823
2006	\$11,435,181		\$8,676,755		\$644,700		\$726,900		\$1,250,000		\$136,826
2006 to 2015	\$2,981,722	26.1%	\$1,880,400	21.7%	\$663,446	102.9%	\$724,702	99.7%	-\$150,000	-12.0%	-\$136,826

Notes:

- 1) Includes IMRF pension and Social Security / Medicare tax levies in 2010 and prior years.
- 2) The budgeted 2016 property tax levy is based on increases in pensions at 10.6% (Police) and 18.7% (Fire).

### Village of Winnetka Tax Levy History and Projections

	Non-Home Rule Calculations				Actual Levy		\$'s Less Than PTELL Limit	
	CPI Increase	New Develop.	Total	Max. Levy Possible (Excludes SSA's)	Actual Levy	% From PY	\$'s	\$'s
							Under Max. This Year	Under Max. Cumulative
2004 Actual	2.5%	2.0%	4.5%	\$10,496,453	\$10,496,453			
2005 Actual *	3.3%	1.8%	5.1%	\$11,031,772	\$10,969,000	4.5%	\$62,772	\$62,772
2006 Actual	3.4%	1.9%	5.3%	\$11,616,456	\$11,435,181	4.2%	\$181,275	\$244,047
2007 Actual	2.5%	1.8%	4.3%	\$12,115,964	\$11,972,591	4.7%	\$143,373	\$387,420
2008 Actual	4.1%	1.9%	6.0%	\$12,842,922	\$12,535,303	4.7%	\$307,619	\$695,039
2009 Actual	0.1%	1.2%	1.3%	\$13,009,880	\$12,748,403	1.7%	\$261,477	\$956,516
2010 Actual	2.7%	0.9%	3.6%	\$13,478,236	\$13,105,359	2.8%	\$372,877	\$1,329,393
2011 Actual	1.5%	0.9%	2.4%	\$13,801,714	\$13,472,400	2.8%	\$329,314	\$1,658,707
2012 Actual	3.0%	0.8%	3.8%	\$14,326,179	\$13,875,587	3.0%	\$450,592	\$2,109,299
2013 Actual	1.7%	0.7%	2.4%	\$14,670,007	\$14,222,477	2.5%	\$447,530	\$2,556,829
2014 Actual	1.5%	1.3%	2.8%	\$15,080,767	\$14,302,483	0.6%	\$778,284	\$3,335,113
2015 Actual	0.7%	1.2%	1.9%	\$15,367,302	\$14,416,903	0.8%	\$950,399	\$4,285,512
<b>2016 Proposed **</b> (2017 budget)	<b>0.7%</b>	<b>1.2%</b>	<b>1.9%</b>	\$15,659,281	<b>\$14,589,906</b>	<b>1.2%</b>	\$1,069,375	\$5,354,887
					Less: Develop.	-1.2%		
					Net Increase	0.0%		
<b>2017 Projected</b> (2018 budget)	<b>1.0%</b>	<b>1.0%</b>	<b>2.0%</b>	\$15,972,467	<b>\$14,789,906</b>	<b>1.4%</b>	\$1,182,561	\$6,537,448
					Less: Develop.	-1.0%		
					Net Increase	0.4%		

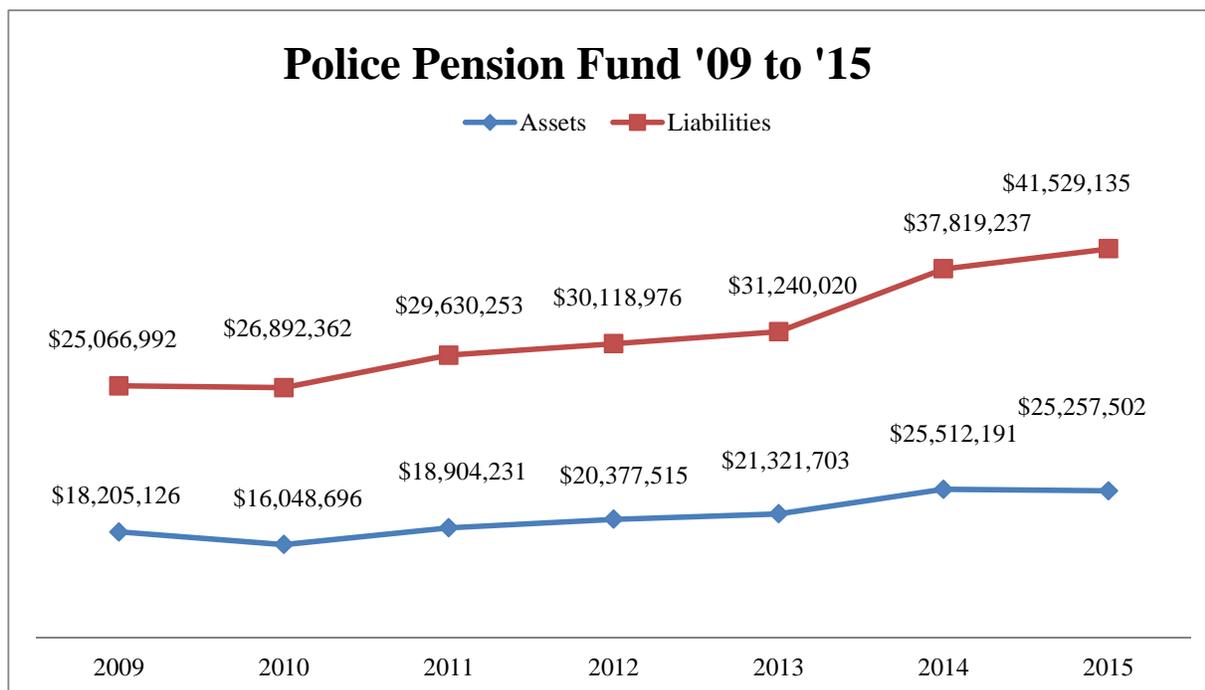
\* In 2005, the Village became home rule which removed tax caps. The Max. Levy Possible column reflects the maximum property tax levy the Village could receive if we were still operating under tax caps.

The above chart compares the Village's actual property tax levies from 2004 to 2016. The amount that could have been levied as a non-home rule community is also listed as the Council expressed a desire not to exceed that amount unless there were exceptional circumstances requiring such a move. As of the 2015 property tax levy, the annual Village property tax levy was \$950,399 below the property tax cap limit.

### Pension Funding Levels and Policies

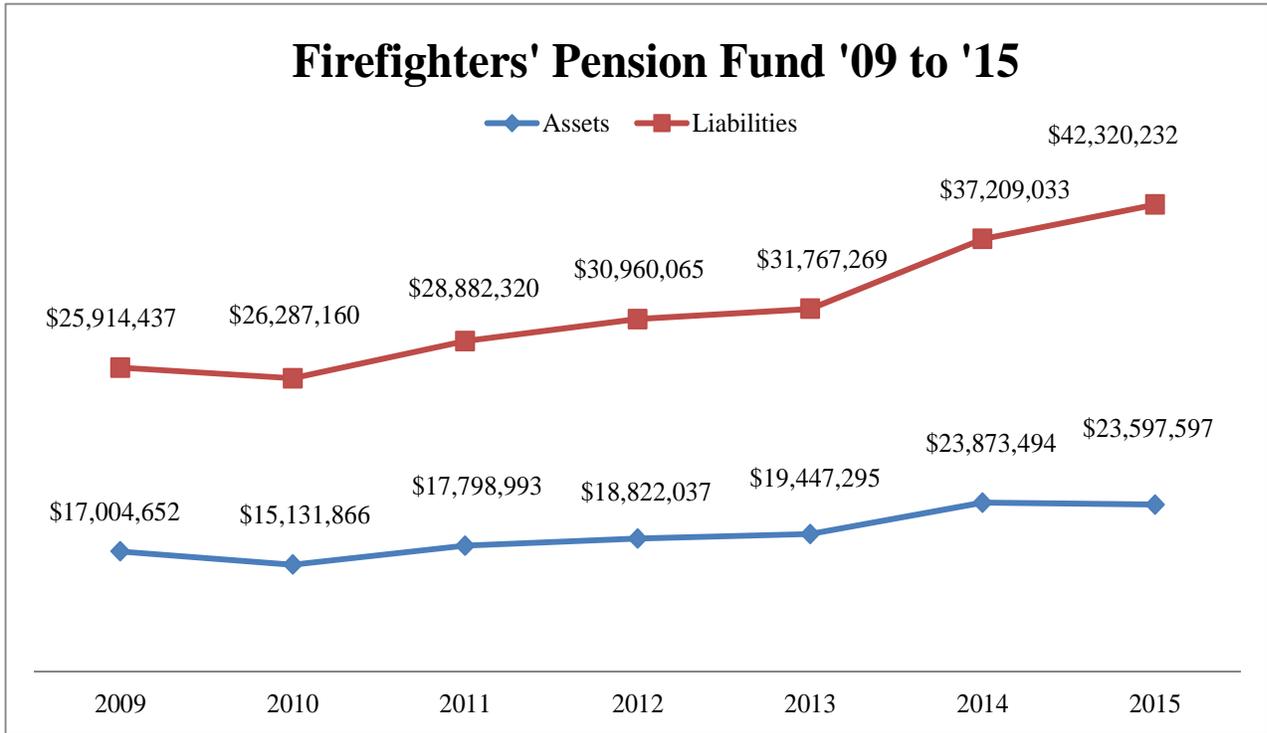
The Village has three pension plans, the Illinois Municipal Retirement Fund (IMRF, covering all non-sworn police and fire personnel), the Police Pension Fund, and the Firefighters' Pension Fund.

While the Village's contributions to all three pension plans has met or exceeded the amount calculated by an independent actuary for at least the past 15 years, the funds continue to have a funding shortfall. The funding shortfall is attributable to investment market corrections, enhanced benefits approved in the public safety pensions, and updated mortality assumptions. Below are separate presentations of the assets and liabilities of the Police, Firefighters' and IMRF Pension Plans.



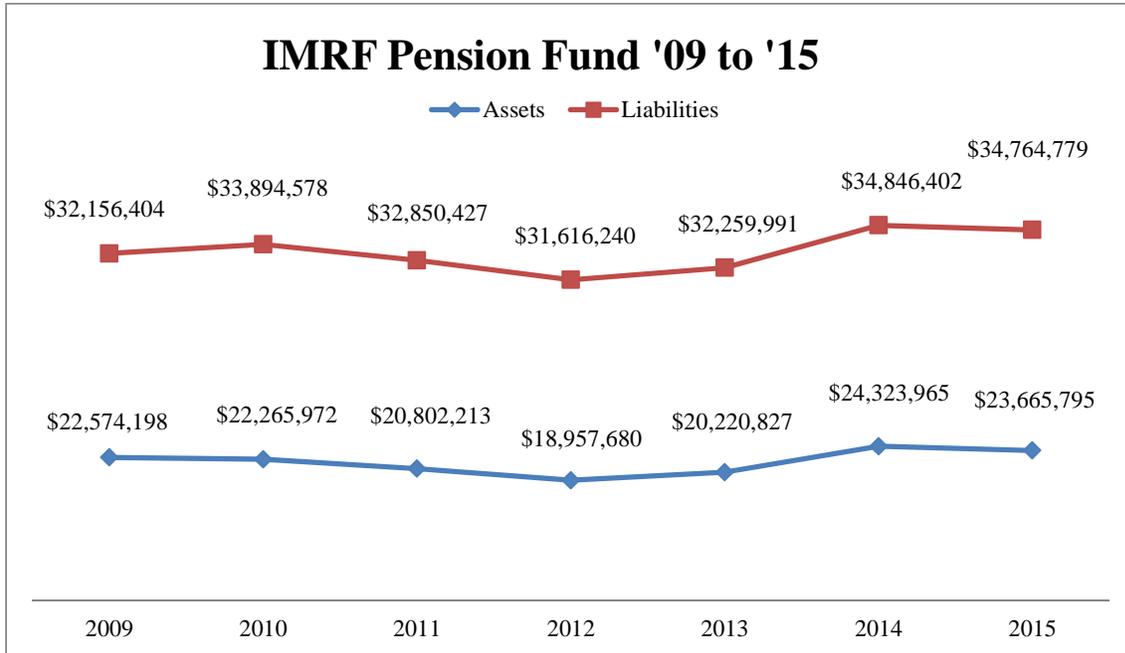
#### Police Pension Fund

Valuation Date	Assets	Liabilities	Difference	% Funded
2009	\$ 18,205,126	\$ 25,066,992	\$ 6,861,866	73%
2010	\$ 16,048,696	\$ 26,890,362	\$ 10,841,666	60%
2011	\$ 18,904,231	\$ 29,630,253	\$ 10,726,022	64%
2012	\$ 20,377,515	\$ 30,118,976	\$ 9,741,461	68%
2013	\$ 21,321,703	\$ 31,240,020	\$ 9,918,317	68%
2014	\$ 25,512,191	\$ 37,819,237	\$ 12,307,046	67%
2015	\$ 25,257,502	\$ 41,529,135	\$ 16,271,633	61%
Av. Increase	\$ 1,175,396	\$ 2,743,691	\$ 1,568,295	



**Firefighters' Pension Fund**

Valuation Date	Assets	Liabilities	Difference	% Funded
2009	\$ 17,004,652	\$ 25,914,437	\$ 8,909,785	66%
2010	\$ 15,131,866	\$ 26,287,160	\$ 11,155,294	58%
2011	\$ 17,798,993	\$ 28,882,320	\$ 11,083,327	62%
2012	\$ 18,822,037	\$ 30,960,065	\$ 12,138,028	61%
2013	\$ 19,447,295	\$ 31,767,269	\$ 12,319,974	61%
2014	\$ 23,873,494	\$ 37,209,033	\$ 13,335,539	64%
2015	\$ 23,597,597	\$ 42,320,232	\$ 18,722,635	56%
Av. Increase	\$ 1,098,824	\$ 2,734,299	\$ 1,635,475	



#### IMRF Pension Fund

Valuation Date	Assets	Liabilities	Difference	% Funded
2009	\$ 22,574,198	\$ 32,156,404	\$ 9,582,206	70%
2010	\$ 22,265,972	\$ 33,894,578	\$ 11,628,606	66%
2011	\$ 20,802,213	\$ 32,850,427	\$ 12,048,214	63%
2012	\$ 18,957,680	\$ 31,616,240	\$ 12,658,560	60%
2013	\$ 20,220,827	\$ 32,259,991	\$ 12,039,164	63%
2014	\$ 24,323,965	\$ 34,846,402	\$ 10,522,437	70%
2015*	\$ 23,665,795	\$ 34,764,779	\$ 11,098,984	68%
Av. Increase	\$ 181,933	\$ 434,729	\$ 252,796	

It is important to note that the IMRF amounts are reported somewhat differently than those for the Winnetka Police and Firefighters' Pensions. One difference is that IMRF uses smoothed investment values, so the rebound in the investment market over the last few years is not fully reflected in the asset base. Another difference is how IMRF handles retirements. When an individual retires, IMRF annuitizes that expense (transfers 100% of the assets needed to pay that expense into a separate account). If you were to add back in the annuitized amounts, both the assets and liabilities reported for the Village of Winnetka would be \$42,751,166 million larger as of 12/31/2015.

If the retiree annuitized amounts were included in the IMRF data, the assets would be \$66,416,961, the liabilities would be \$77,515,945, resulting in a funded ratio of 85.68%. The difference between assets and liabilities would remain the same at \$11,098,984, as of 12/31/2015.

While the Village IMRF contribution is calculated by IMRF and passed on to the Village in the form of a percentage (13.57% in FY 2017), the funding for the public safety pension plans is calculated by an actuary retained by the Village. The contribution requirement takes into consideration the following parameters:

- The assumed interest rate of return on the investable assets of the funds over their long-term existence.
- The current and projected salary increase for each member of the fund.
- A member's assumed date of departure (i.e. retirement).
- When an employee would begin to receive pension benefits as a retiree versus contributing to the pension fund as an employee.
- An assumed date of mortality for both the retiree and any dependent that may be associated with that retiree.

As of January 1, 2016 the current level of funding for the Winnetka Fire Pension Fund is 55.76% and the Police Pension Fund is 60.82%. The percent funded is the amount that the funds have on hand at that time to meet all current and future payments to qualifying members of the funds. As one can well imagine, this analysis is very important to be constantly updated as a variety of factors are constantly changing annually including: the increased salaries of the participants, the amount of interest earnings that can help offset future costs to the funds, and a variety of other factors such as future benefit changes that may be imposed by the state legislature.

The funded level for both public safety funds dropped from 2014 to 2015; additionally, the Village's recommended contribution increased more substantially than in previous years. This occurred due to the following reasons:

1. **Impact of GASB 67** – The statement requires local governments and their pension funds to present a higher degree of disclosure and justification for the assumptions used by their pension fund actuaries. This has resulted in governments revisiting the assumptions that actuaries, including actuaries at the State Department of Insurance, have been utilizing in their calculations. Due to that review, some of those assumptions have been changed and have resulted in higher ongoing increases going forward including:
  - a. Change to the Mortality Table – Previous actuarial studies employed mortality tables from 2000. In 2015, the Village's actuary began using a 2014 base table correct to 2015. As human longevity has increased from 2000 to 2014, the actuarial study now has to assume that annuitants are living longer, which, in turn, increases the funds' liabilities.
  - b. Change in employee turnover assumptions – Though this may not seem to be a major factor, actuaries perceived that there was more turnover in Police employees leaving a fund prior to being vested than Fire employees. Based upon a study and statistical analysis, this was shown not to be the case and the State Department of Insurance, as well as the other actuaries practicing in the State, now utilize a table of assumptions for turnover in Police that more mirror the turnover for Fire. In any case, that assumption now results in additional liability being incurred by the Police Pension fund.

2. **Investment Returns** – On the whole, the domestic and international markets performed relatively poorly in 2015. Both public safety pension funds use an assumed rate of return of 6.25%, which is relatively conservative compared to some neighboring communities. The Village finds the lower return rate advantageous because it smooths out market fluctuations when conducting an actuarial study for the funds. The disadvantage of a more conservative rate is that the Village contribution will generally be higher in order to fully amortize the unfunded pension liabilities of the funds.

Staff has been asked how Winnetka's pension funding compares to other North Shore communities. The table on the next page compares Winnetka, Northbrook, Wilmette, Glencoe, Kenilworth, and Northfield pension funding levels. While not a perfect apples to apples comparison due to assumption differences, it is the opinion of Staff that the funding level of Winnetka's pension funds does not differ materially from other North Shore communities, once the differences in assumptions are taken into account. By and large, Winnetka tends to utilize more conservative assumptions which have helped it to weather economic downturns.

Because of the differing assumptions used in each community, an actuary with access to the raw data would need to calculate the relative strength of each pension plan on a truly comparable basis. For example, Northbrook's public safety pensions may appear to be better funded compared to their neighbors though they assume their investments will earn 8% per year in perpetuity. If Northbrook assumed a lower investment earnings rate, like Winnetka's 6.25%, their funding level would fall significantly.

Village of Winnetka  
Comparative Pension Statistics - 2015-2016  
Amounts in Millions of Dollars

	Winnetka				Wilmette				Northbrook*			
	IMRF	Police	Fire	Total	IMRF	Police	Fire	Total	IMRF**	Police	Fire	Total
Assets	\$ 66.74	\$ 25.26	\$ 23.60	\$ 115.60	\$ 55.60	\$ 40.09	\$ 40.48	\$ 136.17	\$ 37.34	\$ 45.84	\$ 47.45	\$ 130.63
Liabilities	\$ 77.52	\$ 41.53	\$ 42.32	\$ 161.37	\$ 62.90	\$ 62.74	\$ 69.60	\$ 195.24	\$ 49.65	\$ 76.90	\$ 73.56	\$ 200.11
Unfunded	\$ (10.78)	\$ (16.27)	\$ (18.72)	\$ (45.77)	\$ (7.30)	\$ (22.65)	\$ (29.12)	\$ (59.07)	\$ (12.31)	\$ (31.06)	\$ (26.11)	\$ (69.48)
% Funded	86%	61%	56%	72%	88%	64%	58%	70%	75%	60%	65%	65%
Earnings Rate	7.50%	6.25%	6.25%		7.50%	7.25%	7.25%		7.50%	8.00%	8.00%	
Salary Rate	varies	5.50%	5.50%		varies	5.50%	5.50%		varies	4.00%	4.00%	
Employer	15.65%	45.33%	57.01%		11.49%	40.20%	51.42%		13.53%	21.56%	20.46%	
Employee	4.50%	9.91%	9.46%		4.50%	9.91%	9.46%		4.50%	9.91%	9.46%	
	Glencoe				Kenilworth				Northfield*			
	IMRF	Police	Fire	Total	IMRF	Police	Fire	Total	IMRF**	Police	Fire	Total
Assets	\$ 32.58	\$ 30.17	\$ -	\$ 62.75	\$ 6.49	\$ 6.33		\$ 12.82	\$ 9.15	\$ 14.30		\$ 23.45
Liabilities	\$ 37.21	\$ 54.76	\$ 0.35	\$ 92.32	\$ 7.50	\$ 15.14		\$ 22.64	\$ 13.15	\$ 25.53		\$ 38.68
Unfunded	\$ (4.63)	\$ (24.59)	\$ (0.35)	\$ (29.57)	\$ (1.01)	\$ (8.81)		\$ (9.82)	\$ (4.00)	\$ (11.23)		\$ (15.23)
% Funded	88%	55%	0%	68%	87%	42%		57%	70%	56%		61%
Earnings Rate	7.50%	6.75%	6.50%		7.50%	5.50%			7.50%	6.75%		
Salary Rate	varies	5.50%	none		varies	5.00%			varies	4.25%		
Employer	11.83%	46.02%			13.18%	92.35%			15.83%	39.26%		
Employee	4.50%	9.91%			4.50%	9.91%			4.50%	9.91%		

\*Northbrook and Northfield run on a May 1<sup>st</sup>-April 30<sup>th</sup> fiscal year. Their most recent CAFRs do not reflect their 1/1/16 actuarial valuation.

\*\*Annuitant reserve information unavailable and not included in assets and liabilities.

## GLOSSARY

Account Classification:	Refers to the numerical codes assigned to the Village's accounting system. For example, the 10 digit account number 100.26.17.511 would reference the General Fund (100), Police Department (26), Patrol Division (17), Regular Salaries (511) account.
Assessed Valuation:	A valuation set upon real estate and certain personal property by the County Assessor as a basis for levying property taxes.
Assets:	Property owned by a government of monetary value.
Audit:	An independent review of the accounting system and financial information to ensure that the financial statements prepared by the Village staff are accurate and proper. The annual audit becomes the official record of the revenues, expenditures and financial position of the Village for a given fiscal year.
Bond:	A written promise to pay a specified sum of money (principal) at a specified future date (maturity date(s)). Also, periodic interest is paid at a specified percentage (interest rate) of the principal amount. Bonds are typically used to pay for expensive assets with a long useful life.
Budget:	A formal written financial plan for the Village for one fiscal year, which is approved by the Village Council. The budget includes a transmittal letter from the Village staff explaining the major budgetary issues. All planned revenues and expenditures and changes in financial position are included in the budget.
Capital Assets:	Assets generally worth more than \$50,000 and having a useful life of several years. Capital assets are also referred to as fixed assets.
Capital Improvement Plan:	A formal written financial plan for the Village's anticipated capital projects, generally over \$50,000 each, for the next five years. Projects to be implemented in the current fiscal year are prioritized and included in the annual budget.
Debt Service:	Payment of interest and principal to holders of the Village's outstanding debt instruments.

Deficit:	Can be defined as either: <ol style="list-style-type: none"> <li>1) The excess of an entity's liabilities over its assets (see Fund Balance).</li> <li>2) The excess of expenditures or expenses over revenues during a single accounting period.</li> </ol>
Department:	A major administrative division of the Village, which indicates overall management responsibility for an operation or a group of related operations.
Depreciation:	Can be defined as either: <ol style="list-style-type: none"> <li>1) The reduction in useful life of capital assets attributable to wear and tear, deterioration, inadequacy or obsolescence.</li> <li>2) A portion of the capital asset's cost charged as an expense during a particular period.</li> </ol>
Estimated Amounts:	The staff's estimate of the amount of revenues and expenditures that will be realized by fiscal year end. This differs from the Budget in that the Village has several months of actual receipts and expenditures to aid in estimating these amounts.
Expenditure:	This term refers to an obligation incurred to acquire an asset, good or service regardless of when it is actually paid. This terminology is used in the Governmental fund types and includes the purchase of large capital items (like the purchase of a fire truck).
Expense:	The portion of an asset cost allocated as an expense to match revenue produced in the current period (see depreciation). Expenses also include goods and services rendered in the current period. This terminology is used in the enterprise and internal service type funds. The purchase of a capital asset is not shown as an expense in one year but rather, is reflected in the annual depreciation expense spread over the useful life of the capital asset.
Fiscal Year:	Effective 1/1/2014 the Village fiscal year became a calendar year. Prior to 1/1/2014, the Village operated with a March 31 fiscal year end.
Fund Balance:	The excess of a particular fund's assets over its liabilities. A negative fund balance is sometimes called a deficit.

General Fund:	The main operating fund for the Village. The General Fund revenues include property taxes, licenses and permits, local taxes, service charges and other revenues. This fund includes most operating services, such as Police, Fire, Community Development, Public Works and Administrative departments.
General Obligation Bonds:	Bonds backed by a Government's pledge of its taxing power to ensure repayment. These bonds have lower interest costs than other borrowings because of the high level of security afforded investors.
Grant:	A contribution of assets, usually cash. Contributions are made to local governments from the State and Federal governments, usually for a specified purpose.
Interfund Transfer:	Transfer of cash from one fund to another fund.
Intergovernmental:	Revenue received by the Village from another government. This includes funds from Cook County and the State of Illinois.
Kilowatt Hour:	A measure of electricity used. One kilowatt hour of electricity is equal to 10 - 100 watt bulbs being used for 1 hour.
Retained Earnings:	A balance sheet account reflecting the accumulated earnings of funds the Village accounts for like a business. It is the difference between a fund's assets and liabilities.
Reserve:	An account used to indicate that a portion of a fund's balance is restricted for a specific purpose and is, therefore, not available for general use.
Revenue:	Income received by the Village. Some of the larger revenues and the basis upon which the revenues are determined are as follows:  Property Tax - Amount determined by the Village when it requests a specific dollar amount for the County Clerk to collect.  Sales Taxes - The Village revenue amount generated is 1.00% of all retail sales credited as originating in Winnetka. The total retail sales tax rate in Winnetka as of 1/1/2013 for general merchandise was 8.00%.  Income Tax - 1/12 of the statewide amount collected through personal and corporate State income taxes is returned to the Village based on its population as a percentage of the State's population as a whole.

Refuse Service - Revenue generated through monthly charges to residents designed to offset the cost of Village refuse service, recycling and yard waste removal.

Electric, Water, and Sewer Sales - Revenue generated from charges for electric service, water sales (in units consumed) and sewer services to offset the cost of electricity purchased by the Village and maintaining the water and sewer systems.

Natural Gas Tax – Revenue generated from a 5% tax assessed on customer natural gas bills.

Tax Levy: The total dollar amount to be raised through general property taxes. A Village ordinance is passed directing the County Clerk as to the amount requested. The County then administers collection of the property taxes and remits payments to the Village.

Telecommunications Tax: Revenue received by the Village from a 5% tax on telecommunication services in the community.