

## COMMUNITY PROFILE & LOCAL ECONOMY

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Founded in 1836 by German settlers, Elmhurst was incorporated as a village in 1881 and as a city in 1910. The City is a home rule municipality and operates under the council-manager form of government. Policy making and legislative authority are vested in the governing City Council, which consists of a mayor and a fourteen-member council. The City Council is responsible, among other things, for passing ordinances, adopting the budget, and establishing policy. The City Manager is responsible for carrying out the policies and ordinances of the City Council, and for overseeing the day-to-day operations of the City. Council members are elected to four-year staggered terms with seven council members elected every two years. The mayor, treasurer, and city clerk are elected for concurrent four-year terms. Two council members are elected from each of seven wards; the mayor, treasurer, and city clerk are elected at large.

The financial reporting entity (the City) includes all the funds of the primary government (i.e., the City of Elmhurst as legally defined), as well as its component units. Component units are legally separate entities for which the primary government is financially accountable. The Elmhurst Public Library is a discretely presented component unit. The City provides a full range of services. These services include police and fire protection; storage and distribution of potable water; sewerage collection and treatment; sanitation (rubbish collection) services; construction and maintenance of streets and infrastructure; forestry services, code enforcement; planning and zoning; and the parking system.

Despite the recession, the City of Elmhurst's economic advantages remain strong. The City is ideally located approximately 16 miles west of downtown Chicago on the eastern border of prestigious DuPage County. The City has a land area of approximately ten square miles and a population of 44,454 (2016 Special Census). Although primarily residential, the City's close proximity to O'Hare International Airport has contributed to the development of several national and even international corporate headquarters within the City's boundaries.

The 2012-2016 American Community Survey (ACS) figures indicate that ninety percent (90%) of the City's work force are employed in either professional, managerial, sales, or technical positions. The City's current unemployment rate, provided by the Illinois Department of Employment Security - Economic Information Division, (not adjusted for seasonal employment) of 2.9% compares favorably with the statewide rate of 3.8% and a national average of 3.6% (see following page for additional demographic and economic information).

The City's net assessed value increased \$166,751,716 or 7.6% from the prior year. This is the third increase in the last five years with a total of \$2,374,924,850.

## **COMMUNITY PROFILE & LOCAL ECONOMY (CONTINUED)**

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Although significant infrastructure improvements have been completed recently, general obligation debt is approximately 4% of assessed valuation. The median value of owner-occupied, non-condominium units in the City was \$381,500 compared to the State of Illinois at \$174,800 according to the 2012-2016 ACS survey. This also compares favorably to DuPage County listed at \$283,500. The estimated Elmhurst owner-occupied housing is seventy nine and a half percent (79.5%) and approximately fourteen percent (14%) above the State's rate of sixty-six percent (66%).

Retail sales remain strong with Elmhurst ranked fifth in DuPage County and up seven spots to twenty third in the State for sales tax collections. For fiscal year 2017, the City received a total of \$20,646,244 from local sales tax revenue; inclusive of the 0.25% home rule sales tax that was effective September 1, 1991, an additional 0.25% home rule sales tax effective July 1, 2016, to be used as a funding source for stormwater improvements, and an additional 0.50% home rule sales tax effective January 1, 2009. The City is estimating \$21,070,800 of sales tax revenue for fiscal year 2018.

# CITY OF ELMHURST, ILLINOIS

## DEMOGRAPHIC AND ECONOMIC INFORMATION

Last Ten Fiscal Years

Fiscal Year Ended	Population	Personal Income	Per Capita Income	Median Age	Education Level in Years of Formal Schooling	(1) Public School Enrollment	(2) (3) Unemployment Percentage
2008	43,298 (4)	\$ 1,386,185,470	\$ 32,015 (4)	38.7 (4)	13.0 (4)	7,823	3.5
2009	43,298 (4)	1,386,185,470	32,015 (4)	38.7 (4)	13.0 (4)	8,020	6.9
2010	43,298 (4)	1,386,185,470	32,015 (4)	38.7 (4)	13.0 (4)	8,150	7.7
2011	44,121 (5)	1,412,533,815	32,015 (4)	40.1 (5)	13.0 (4)	8,174	6.5
2012	44,121 (5)	1,843,772,469	41,789 (6)	40.1 (5)	13.0 (4)	8,230	6.5
2013	44,121 (5)	1,891,776,117	42,877 (6)	40.1 (5)	13.0 (4)	8,288	6.8
2013*	44,121 (5)	1,884,231,426	42,706 (6)	40.1 (5)	13.0 (4)	8,349	5.7
2014	44,121 (5)	1,941,191,637	43,997 (6)	40.1 (5)	13.0 (4)	8,363	4.0
2015	44,454 (7)	2,023,323,810	45,515 (6)	40.1 (5)	13.0 (4)	8,331	4.1
2016	44,454 (7)	2,128,324,158	47,877 (6)	40.1 (5)	13.0 (4)	8,326	4.2
2017	46,662 (7)	2,292,457,398	49,129 (6)	39.5 (5)	13.0 (4)	8,563	3.2

\* Change in fiscal year end from April 30 to December 31. Amounts are for the eight-month period ended December 31, 2013.

### Data Sources

- (1) Elmhurst School District 205
- (2) Department of Employment Security
- (3) Not adjusted for seasonal employment
- (4) U.S. Census Bureau - 2006 Special Census
- (5) U.S. Census Bureau - 2010 Census
- (6) U.S. Census Bureau - 2006 - 2010, 2007 - 2011, 2008 - 2012, 2009 - 2013 and 2010 - 2014 American Community Surveys
- (7) U.S. Census Bureau - 2015 Special Census

# CITY OF ELMHURST, ILLINOIS

## PRINCIPAL EMPLOYERS

Current Year and Nine Years Ago

Employer	2017			Employer	2008		
	Employees	Rank	Percentage of Total City Employment		Employees	Rank	Percentage of Total City Employment
Edward-Elmhurst Healthcare	2,758	1	12.93%	Elmhurst Memorial Hospital	3,007	1	11.88%
Mc Master-Carr Supply Co.	800	2	3.75%	Household Finance Corporation	1,415	2	5.59%
Elmhurst College	600	3	2.81%	Elmhurst Community School District 205	1,098	3	4.34%
Duchossois Enterprises Group	450	4	2.11%	McMaster-Carr Supply Co.	850	4	3.36%
Patten Power Systems	400	5	1.88%	City of Elmhurst	533	5	2.11%
Semblex Corporation	260	6	1.22%	Patten Industries Inc	500	6	1.98%
Superior Sound, Inc.	250	7	1.17%	Elmhurst College	475	7	1.88%
FedEx Freight, Inc.	200	8	0.94%	Hassett Air Express	300	8	1.19%
Superior Ambulance	200	9	0.94%	Superior Air Ground Ambulance	247	9	0.98%
Safway Services, LLC	180	10	0.84%	S & S Automotive Inc.	211	10	0.83%
<b>TOTAL</b>	<b>6,098</b>		<b>28.59%</b>		<b>8,636</b>		<b>34.12%</b>

Data Source

2016 and 2007 Illinois Manufacturers Directory, 2016 and 2007 Illinois Services Directory, city business license records, and a selective telephone survey.

**CITY OF ELMHURST, ILLINOIS**

**PROPERTY VALUE AND CONSTRUCTION**

Last Ten Fiscal Years

Fiscal Year Ended	(1) Property Value				(2) Commercial Construction	(2) Residential Construction	
	Commercial	Residential	Total	Exemptions	Value	Number of Units	Value
2009	\$ 367,960,507	\$ 2,091,430,365	\$ 2,459,390,872	\$ 131,149,871	\$ 45,653,627	432	\$ 32,184,393
2010	361,941,134	2,100,011,869	2,461,953,003	136,353,099	26,644,183	377	24,752,493
2011	329,792,970	1,949,351,396	2,279,144,366	126,919,056	19,831,268	247	102,604,441
2012	368,286,477	1,785,510,536	2,153,797,013	118,113,629	28,646,061	357	32,734,730
2013	294,290,533	1,634,713,819	1,929,004,352	110,595,696	16,700,000	132	51,550,020
2013*	294,290,533	1,634,713,819	1,929,004,352	110,595,696	2,442,000	91	40,783,405
2014	274,031,463	1,540,739,275	1,814,770,738	113,461,690	1,200,000	145	67,001,000
2015	272,743,099	1,541,556,224	1,814,299,323	110,880,887	27,810,000	139	114,108,000
2016	290,294,248	1,743,814,199	2,034,108,447	114,493,157	24,888,000	128	53,563,680
2017	305,646,335	1,902,526,799	2,208,173,134	116,597,455	34,960,000	93	44,465,000

\* Change in fiscal year end from April 30 to December 31. Amounts are for the eight-month period ended December 31, 2013.

1 Includes permit for new hospital of \$309,000,000.

Data Sources

(1) Estimated assessed value, DuPage County Clerk

(2) Based on the City's Municipal Development Department records and estimated construction costs declared by applicants at time of application.

## CITY OF ELMHURST, ILLINOIS

## OPERATING INDICATORS

Last Ten Fiscal Years

Function/Program	2017	2016	2015	2014	2013*	2013	2012	2011	2010	2009
<b>PUBLIC SAFETY</b>										
Police										
Physical arrests	940	890	976	922	768	1,702	1,156	1,641	1,219	1,122
Parking violations	14,668	14,368	14,383	15,982	9,732	13,825	14,436	17,110	17,479	15,747
Traffic violations	8,444	7,023	9,011	8,705	5,905	9,068	10,609	13,392	13,121	11,517
Fire										
Emergency responses	7,641	5,790	7,109	7,188	2,102	6,878	6,643	6,500	6,285	6,499
Fires extinguished	101	99	112	106	74	108	60	39	97	135
I.S.O. rating	2	2	2	2	2	2	2	2	2	2
<b>PUBLIC WORKS</b>										
Street resurfacing (miles)	7.4	8.7	7.7	7.4	9.0	7.3	5.0	4.8	4.5	5.8
Pothole repairs	15,000	16,037	15,510	20,000	16,500	10,628	22,402	16,496	24,464	31,266
<b>WATER</b>										
Number of water services	15,210	14,836	13,909	14,151	14,266	14,216	14,231	14,227	14,229	14,209
Water main breaks	60	110	66	124	61	82	92	88	87	116
Average daily consumption	66	68	69	69	54	67	77	79	81	83
Peak monthly demand	148	141	140	130	158	170	194	192	142	159
<b>WASTEWATER</b>										
Average daily treatment (mgd)	8	8	7.09	7.21	5.82	6.65	8.19	9.87	8.40	8.00
Average daily stormwater pumping (mgd)	552	552	540.0	540.0	540.0	540.0	540.0	554.8	550.0	556.0
<b>CULTURE</b>										
Museum visits	10,021	9,858	10,550	8,902	8,079	15,255	15,540	12,737	14,946	12,805
Museum reference service patrons	394	363	396	358	320	596	661	609	577	596
Public Library										
Number of volumes	229,588	397,021	251,183	259,731	341,668	300,000	300,224	304,141	298,373	293,109
Number of electronic media	122,652	70,635	65,238	56,696	70,233	68,535	65,126	75,696	55,638	57,361
Number of borrowers	26,682	26,783	28,649	28,890	29,355	29,600	30,112	30,166	30,250	31,193
Total circulation	1,464,166	1,129,950	1,296,401	1,321,148	965,662	1,496,925	1,478,076	1,482,430	1,503,159	1,417,458
Library visits	598,836	598,836	579,525	539,958	378,691	566,508	553,965	531,776	540,781	520,282

\* Change in fiscal year end from April 30 to December 31. Amounts are for the eight-month period ended December 31, 2013.

Data Source

Various city departments

## CITY OF ELMHURST, ILLINOIS

## CAPITAL ASSETS STATISTICS

Last Ten Fiscal Years

Function/Program	2017	2016	2015	2014	2013*	2013	2012	2011	2010	2009
<b>PUBLIC SAFETY</b>										
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	46	42	42	42	42	42	42	42	42	42
Fire										
Fire stations	2	2	2	2	2	2	2	2	2	2
Fire engines	6	6	6	6	6	6	6	6	6	6
<b>PUBLIC WORKS</b>										
Streets (miles)	161.7	161.7	161.7	161.7	161.7	161.7	161.7	161.7	161.7	161.4
Streetlights	6,739	6,739	6,739	6,739	6,739	6,739	6,739	6,739	6,739	6,739
Traffic signals	25	25	25	25	25	25	25	24	24	24
<b>WATER</b>										
Water mains (miles)	167.8	167.8	167.8	167.8	167.8	167.8	167.8	167.8	167.8	167.8
Fire hydrants	2,041	2,041	2,041	2,041	2,041	2,041	2,041	2,041	2,041	2,041
Maximum daily capacity (thousands of gallons)	7,860	7,860	7,860	7,860	7,860	7,860	7,860	7,860	7,860	7,860
Storage capacity (thousands of gallons)	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
<b>WASTEWATER</b>										
Sanitary sewers (miles)	148.0	159.3	159.3	159.3	159.3	159.3	159.3	159.3	159.3	159.3
Storm sewers (miles)	133.0	130.5	130.5	130.5	130.5	130.5	130.5	130.5	130.5	130.5
Maximum daily treatment capacity (millions of gallons)	8 20	75	75	75	75	75	75	75	75	75

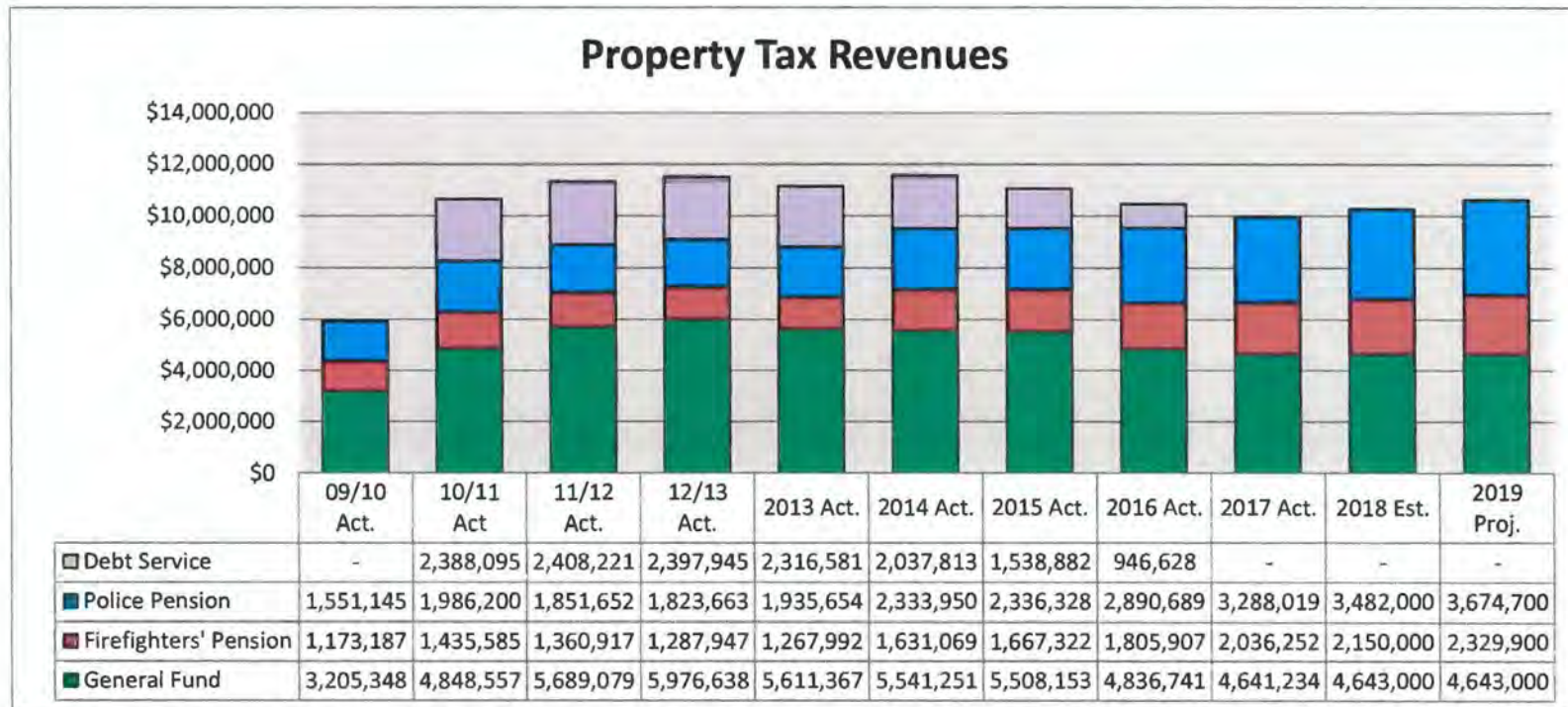
\* Change in fiscal year end from April 30 to December 31. Amounts are for the eight-month period ended December 31, 2013.

Data Source

Various city departments



**PROPERTY TAXES** – The City annually levies a property tax on the assessed valuation of each property. The City levy for corporate purposes (General Fund) includes amounts for fire protection, ambulance services, IMRF and FICA. The City also levies amounts for the employer contributions to the Police Officers' and Firefighters' Pension Funds. Property taxes levied by the Elmhurst Public Library are approved by the City Council and allocated directly to the Library Fund, therefore, those amounts are not included in the analysis below. Previously, property taxes levied for the debt service payments of the City's General Obligation Bonds were consistently abated by the City. However, due to the poor economic climate and the corresponding significant decrease in General Fund revenues, the levies collected since FY 10/11 for debt service allocated to the General and Capital Improvement Funds have not been abated. Actual FY 2014 revenue (2013 levy) reflects increases in the Police and Fire Pension levies due to proposed changes in actuarial assumptions in relation to GASB Statements 67 and 68. The Fire Pension and Police Pension portions of the actual FY 2017 revenue (2016 levy) reflect changes in actuarial assumptions relating to updated mortality tables and revised turnaround and retirement rates. In addition, the pension levies were impacted by actual investment returns which were significantly lower than the assumed actuarial rate of return. The actual FY 2017 revenue (2016 levy) reflects the reduction to the General Fund portion due to current fund balance levels and a return to full abatement of the debt service levies. The projected FY 2019 revenue (2018 levy) reflects the actuarial required contributions for the Police and Fire Pension Funds, a flat/level General Fund levy and the continuation of full abatement of the debt service levies.





### PROPERTY TAXES, continued

The City's property tax rate for the 2017 levy is .4160 per \$100 of equalized assessed value (EAV). For an Elmhurst resident with a home that has a market value of \$300,000 and an EAV of \$100,000 (EAV = 1/3 of market value), the total property tax payment to the City would equal \$416.00 ( $100,000/100 * .4160$ ). When considering Fire Protection District tax rates for those communities without a municipal fire department, Elmhurst has the third lowest property tax rate in DuPage County. The total tax rate for the 2017 levy is 6.3715 for Elmhurst residents in York Township and 6.4404 for Addison Township residents. As noted in the graph below, the City's rate of .4160 decreased 8% from 2016 levy and is only 6.53% of the total tax bill paid by Elmhurst residents. For most Illinois communities, property taxes levied by local school districts usually make up the largest portion of the property tax bill. The Elmhurst Unit School District #205 rate follows this pattern and represents 72.39% of the Elmhurst property tax bill. The projected City rate for the 2018 levy is .426 (assuming a 4.86 % increase in EAV) and will represent approximately 6% of the total Elmhurst property tax bill.

**City**  
**6.53%**

**School District #205**  
**72.39%**

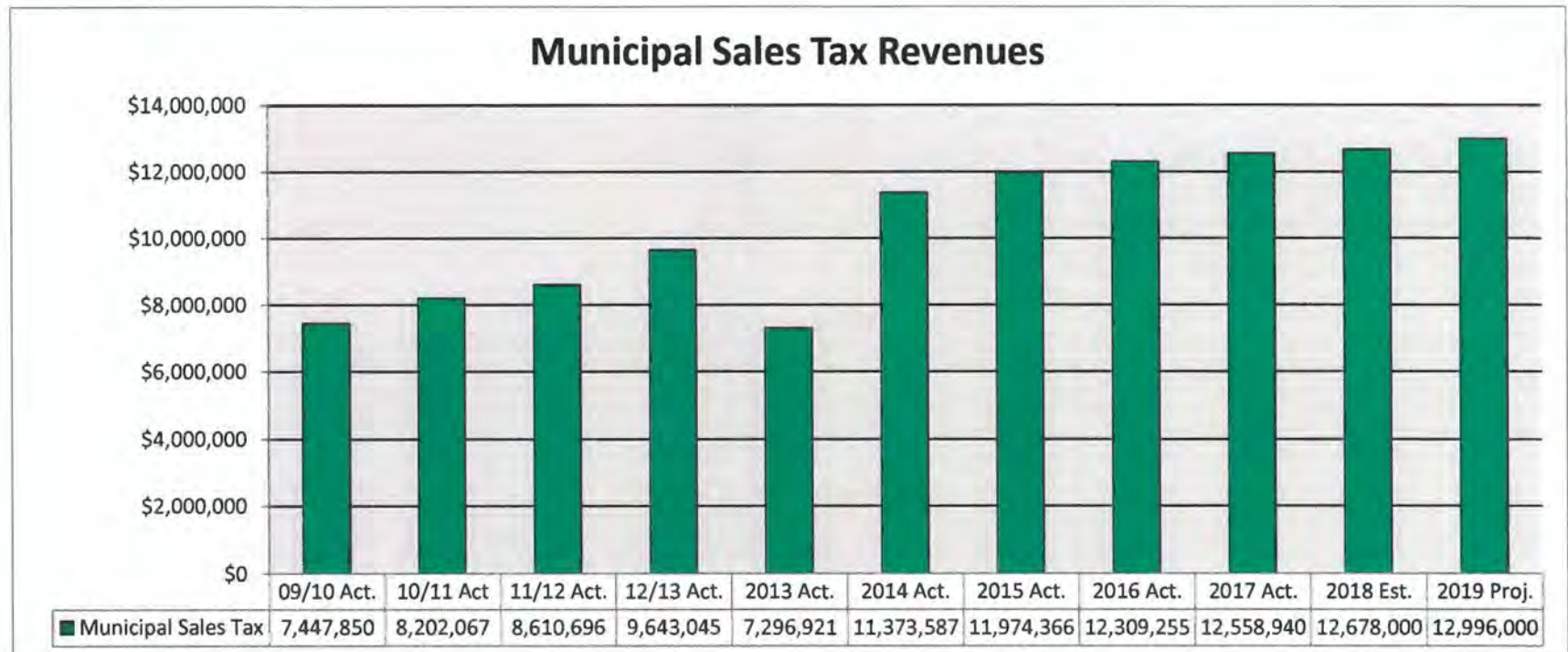
**Other**   **Park**   **County**   **Library**  
**5.27%**   **5.42%**   **5.06%**   **5.33%**





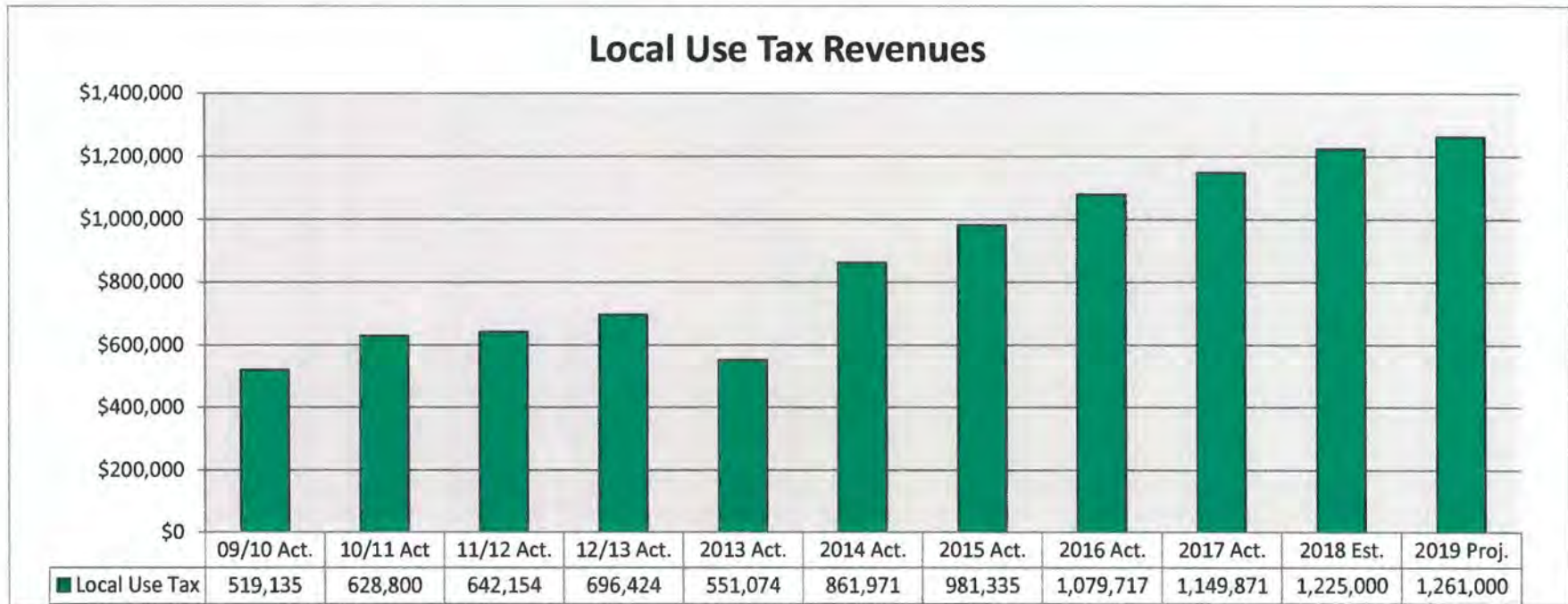
## SALES TAXES

- MUNICIPAL 1% SALES TAX** – The City of Elmhurst receives from the State of Illinois 16% of the 6.25% State sales tax on general merchandise, equivalent to 1% of gross sales. This source of revenue is directly connected to economic development activities within the City and influenced by general economic conditions. Despite its volatility due in particular to automotive sales, sales taxes remain the greatest single source of revenue for the General Fund (when excluding the police and fire pension levies from property taxes) – approximately 17% of General Fund revenues. In addition to the 1.00% received on general merchandise, the City also receives 100% of the 1% State sales tax on food and qualifying drugs. After a three year period that saw sales tax revenues decline 29% from FY 06/07, revenues rebounded slightly in FY 10/11 suggesting FY 09/10 was the bottom point. FY 2017 revenue of \$ 12,558,940 reflects 2% growth over the revenue for FY 2016 and estimated FY 2018 revenue reflects 1% growth over FY 2017, indicating sales tax revenues being relatively stable. Projected sales tax revenues of \$12,996,000 for fiscal year 2019 reflect an increase at the rate of 2.5% over the actual and estimated revenue for the period of January-December, 2018.



## SALES TAXES, continued

- LOCAL USE** – Use tax is a tax imposed on the privilege of using, in Illinois, any item of tangible personal property that is usually purchased out-of-state. This liability generally results when out-of-state vendors make retail sales to Illinois businesses or consumers, or when Illinois consumers purchase items out-of-state for use in Illinois without paying tax to the retailer. The use tax rate is 6.25% on general merchandise purchases, including titled vehicles, and 1.00% on qualifying food, drug, and medical appliance purchases. Of the collected amount, 20% is distributed to local government agencies. The amount distributed to municipal and county governments, with the exception of Chicago, is based on population. One other exception to the per capita distribution is that the local tax portion collected on a titled vehicle is allocated directly to the municipality where the vehicle is registered. The City of Elmhurst's share of the state use tax, commonly referred to as the "local use tax," is based upon projections by the Illinois Municipal League, current revenues and updated population counts from the 2016 special census. The projection for FY 2019 of \$1,261,000 reflects a projected increase at the rate of 3% over the actual and estimated revenue for the period of January-December, 2018.

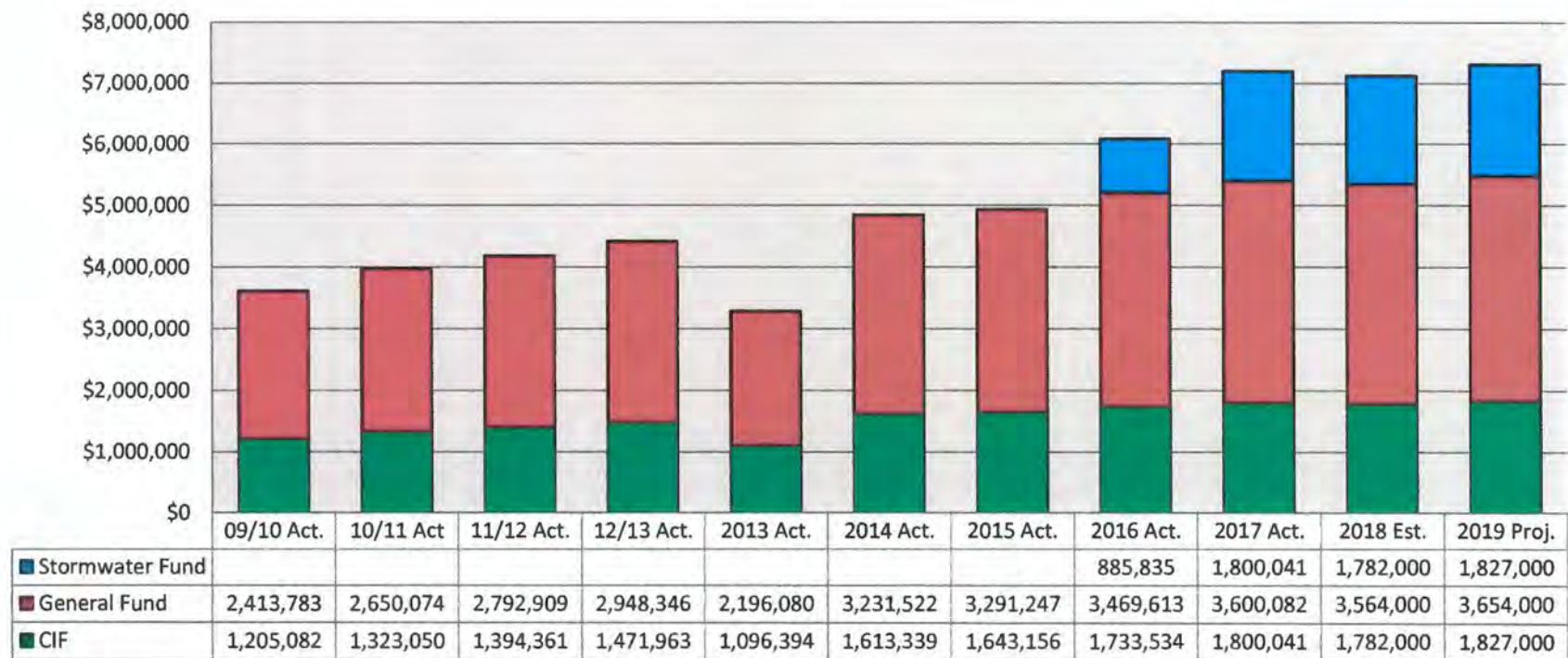




## SALES TAXES, continued

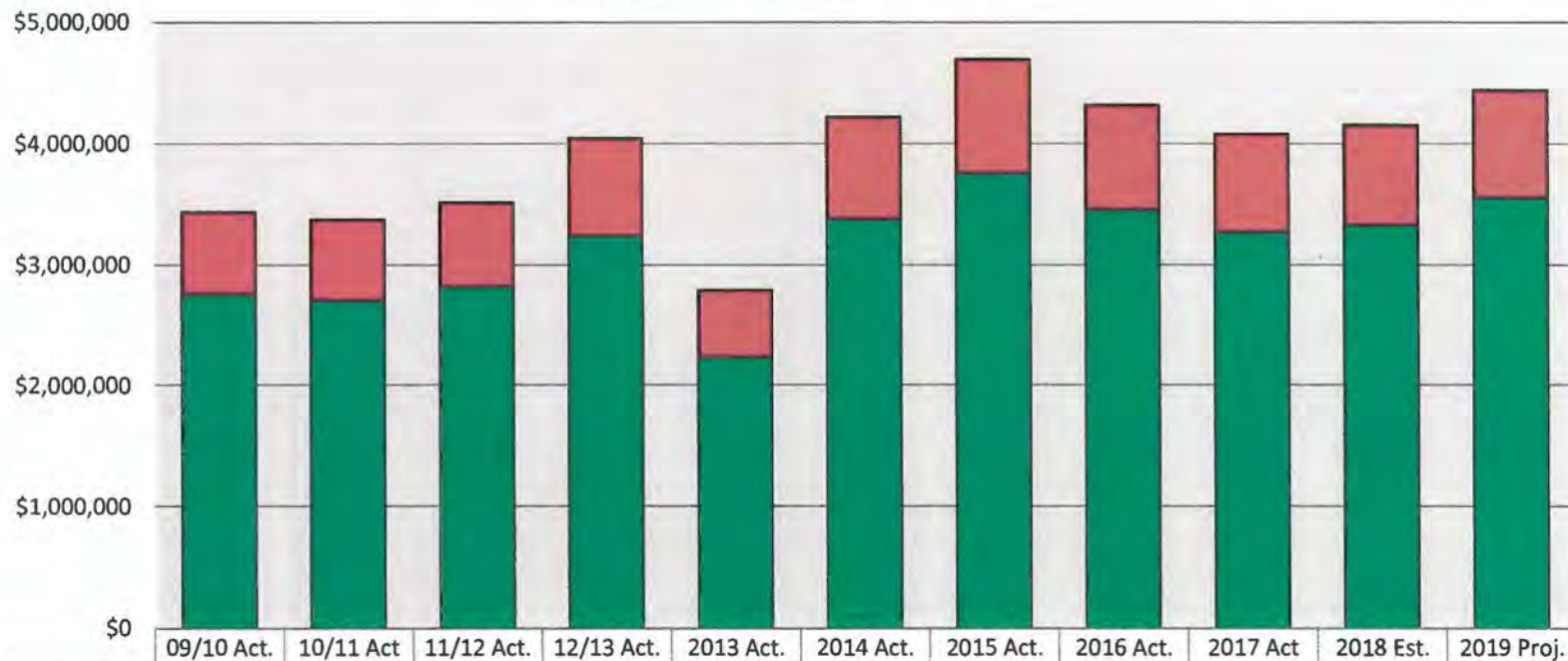
- HOME RULE 1% SALES TAX** – The City of Elmhurst, pursuant to its home rule authority, implemented a 0.25% local home rule sales tax effective September, 1991. In September, 2008, an additional 0.5% local home rule sales tax rate was approved by the City Council effective January, 2009. Effective July, 2016, the home rule sales tax rate increased to 1% with the additional 0.25% increase designated to fund stormwater improvement projects. This tax is applicable to all sales except qualifying food and drugs and titled vehicles. As of July, 2016, 50% of the revenue is allocated to the General Fund, 25% to the Capital Improvement Fund and the remaining 25% to the Stormwater Fund. Actual revenues for FY 2017 reflect a 18.2% increase over FY 2016 primarily as a result of a full year of collecting the new 0.25% rate for stormwater. Home rule sales tax is projected to increase at the rate of approximately 2.5% in FY 2019 and reflects 0.5% reduction of the permanent 2% administrative/collection fee imposed by the state of Illinois effective August 2017.

### Home Rule Sales Tax Revenues



**INCOME TAX** – Income tax is a state shared tax that is distributed on a per capita basis and is based on the average income statewide. Local governments receive one-tenth of the net collections of all income tax received. The City allocates 20% of this revenue to the General Fund, with the remaining 80% directed to the Capital Improvement Fund. Revenues historically fluctuate with the economy, with periods of decline early and late in the '00s. Revenues from FY 05/06 through FY 07/08 steadily increased due to economic growth and have been amplified by increases in the Elmhurst population identified during special censuses conducted in 2006 and 2016. Estimated revenues for FY 2018 are 2% higher than the actual revenue for FY 2017 due to the 5% decrease of the state imposed temporary 10% reduction implemented in August 2017. Projected revenues for FY 2019 of \$4,441,000 are based on projections provided by the IML, an updated population based on 2016 special census figures, and current trends in income tax revenues.

### Income Tax Revenues

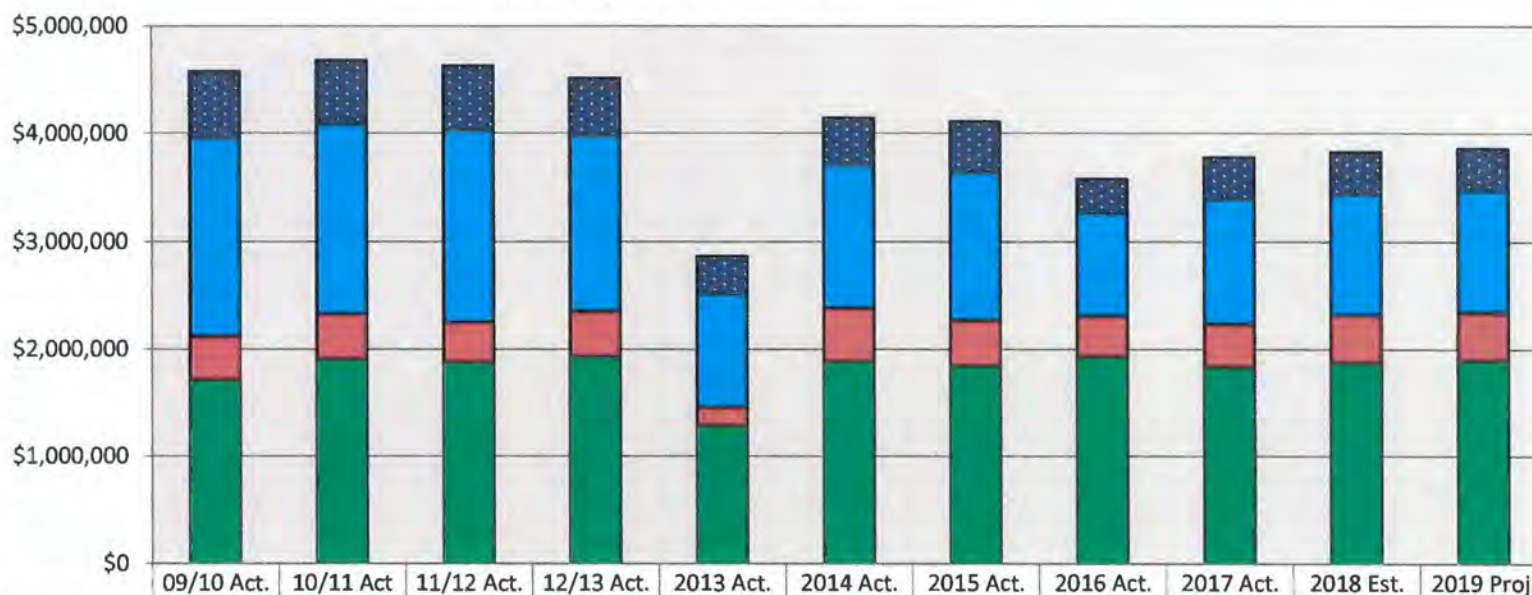


General Fund	687,778	675,160	703,440	809,080	557,687	844,863	938,919	863,677	816,613	832,000	888,000
CIF	2,751,113	2,700,641	2,813,760	3,236,520	2,230,749	3,379,450	3,755,676	3,454,707	3,266,450	3,326,000	3,553,000



**UTILITY TAXES** – The utility tax is a significant revenue source in the City’s General Fund. The City of Elmhurst taxes the use of three utilities: natural gas, electricity, and telecommunications. On June 1, 2003, the city replaced the 2.91% gas utility tax with a municipal gas use tax at a rate of 1.5 cents per therm. A telephone utility tax of 4.85% on intrastate communication was originally imposed in 1992. In 1999, a municipal telecommunications tax, collected by the City, was adopted. Effective January 31, 2003, the State of Illinois enacted the Simplified Municipal Telecommunications Tax, collecting the combined telecommunications tax (5%) and infrastructure maintenance fee (1%) and remitting the collections monthly to the city. Of this, 75% is directed to the General Fund and 25% is directed to the Capital Improvement Fund. The electric utility tax of 4.85% was changed in 1998 to a tiered kilowatt-hour use rate for electricity. The total utility tax revenue projection of \$3,866,200 for FY 2019 reflects an expectation of 1% growth in each category.

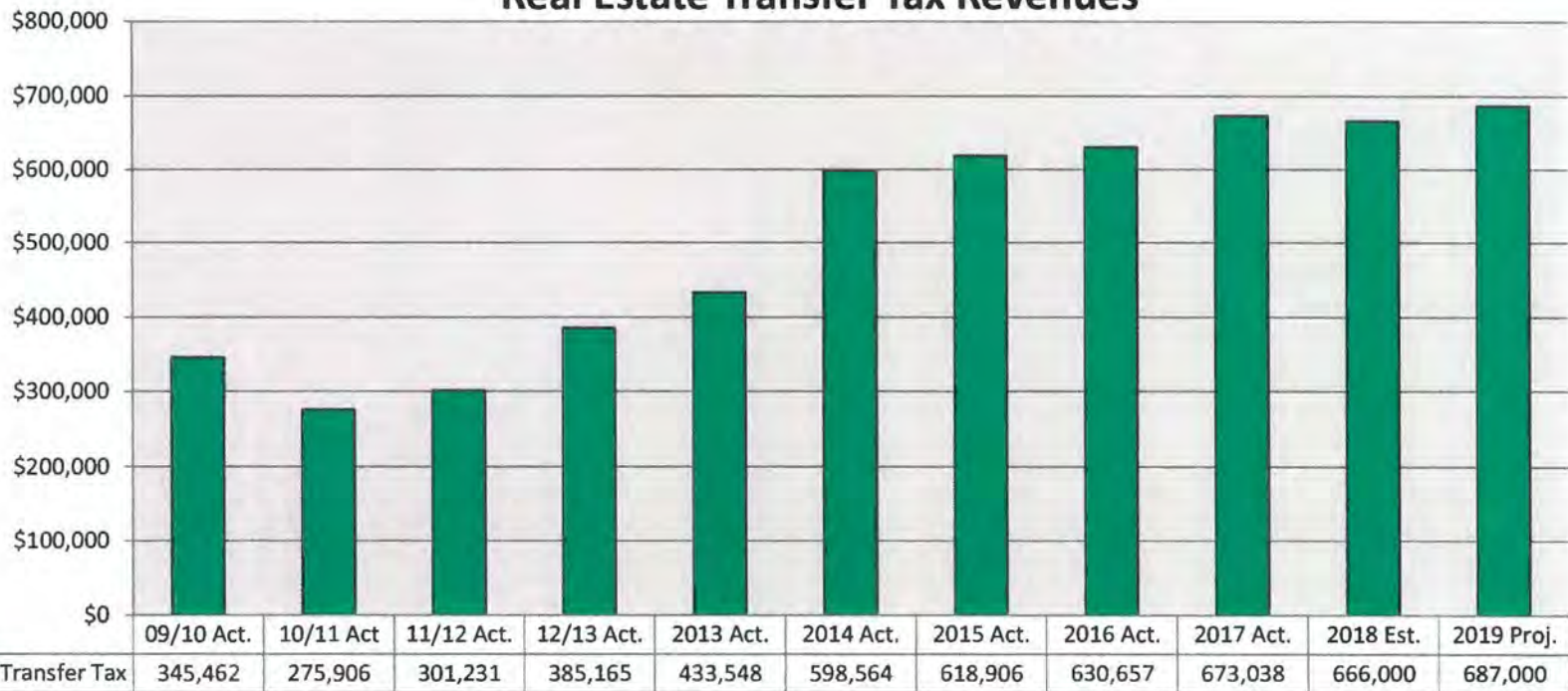
**Utility Tax Revenues**



	09/10 Act.	10/11 Act.	11/12 Act.	12/13 Act.	2013 Act.	2014 Act.	2015 Act.	2016 Act.	2017 Act.	2018 Est.	2019 Proj.
Telecomm. - CIF	612,900	587,578	594,864	539,735	351,646	440,046	460,345	317,672	390,059	381,100	384,300
Telecomm. - General Fund	1,838,699	1,762,733	1,780,593	1,623,206	1,054,938	1,320,137	1,381,036	953,016	1,155,232	1,126,100	1,135,700
Gas Tax	408,172	424,350	375,525	419,994	175,801	500,084	426,696	379,136	401,575	446,830	450,800
Electric Tax	1,712,328	1,906,777	1,878,210	1,933,409	1,286,037	1,887,178	1,844,221	1,933,741	1,835,961	1,876,500	1,895,400

**REAL ESTATE TRANSFER TAX** – The real estate transfer tax was implemented in May of 1992 at an original rate of \$3.00 per \$1,000 increment of value on the sale or transfer of real estate within the City. The rate was reduced in May of 1995 and remains at \$1.50 per \$1,000. Pursuant to Elmhurst Municipal Code, real estate transfer tax refunds are available if the payer of the tax previously owned and occupied a home in Elmhurst and within 180 days of the closing, purchases and occupies a new residence in Elmhurst. During FY 2017, 107 refunds were issued totaling \$73,070. Following a pronounced decrease in replacement housing and housing turnover from FY 07/08 to FY 08/09, the period from FY 08/09 through FY 11/12 is one of relative stability, though revenues are lower than any point in the last ten years. Fiscal 2012/13 reflects the beginning of the turnaround in the housing market. The projected FY 2019 revenue of \$687,000 reflects an expectation of 3% increase due to progression in the current housing market.

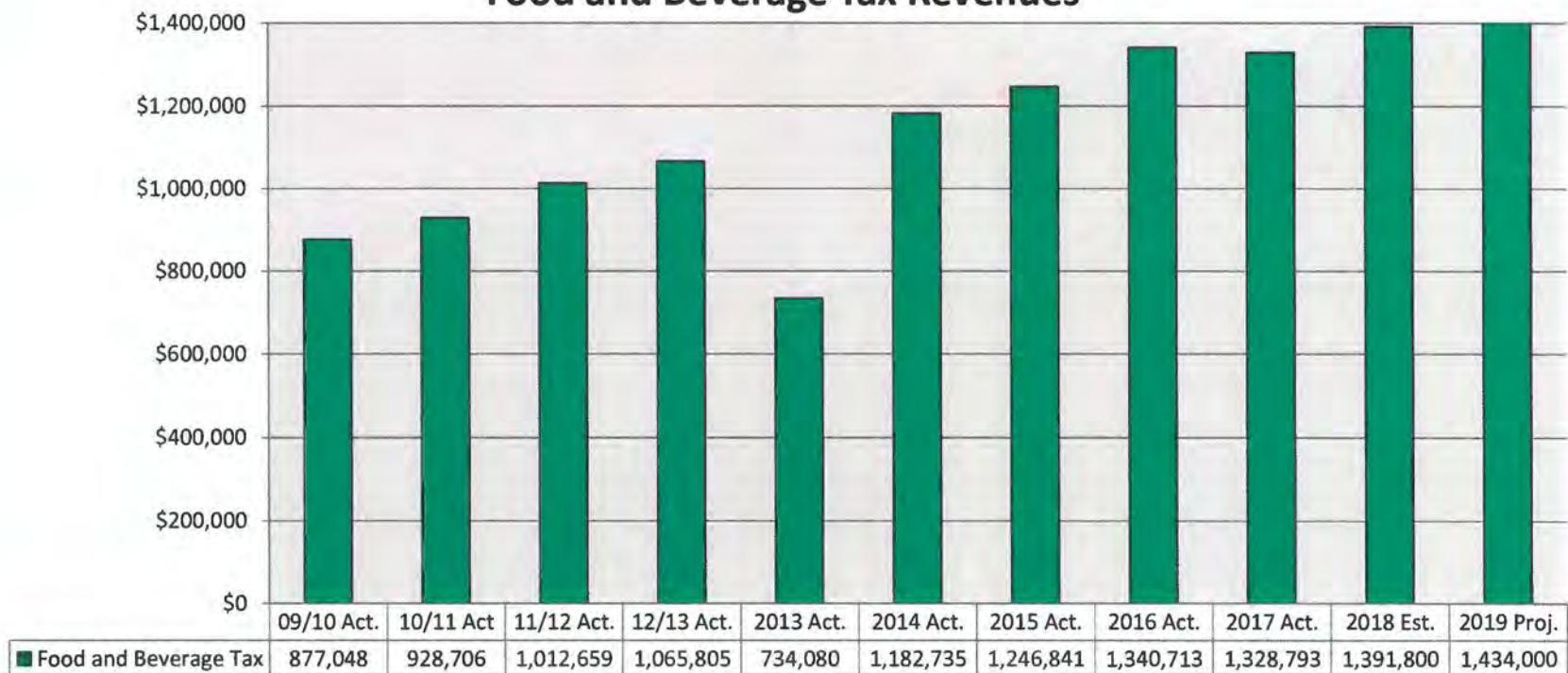
**Real Estate Transfer Tax Revenues**





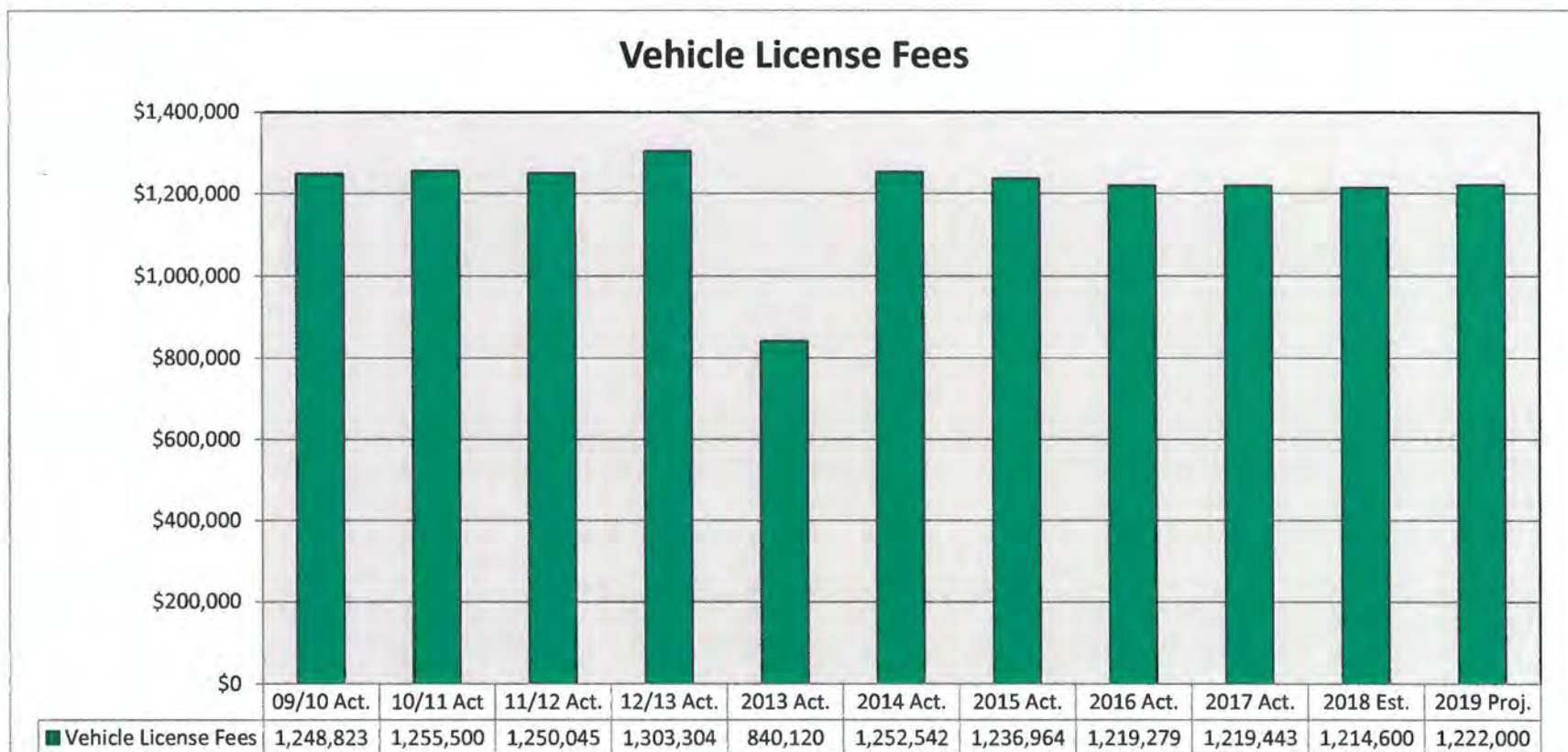
**FOOD AND BEVERAGE TAX** – The City instituted the 1% Prepared Food and Beverages Tax, including packaged alcoholic beverages, in January of 2003. This revenue has steadily increased as more families are dining out and as the number of eating establishments in the City has increased. This has become a significant source of revenue to the General Fund, showing a 77% increase since its first full year of implementation (\$787,592 in FY 03/04) to FY 2018 estimated receipts of \$1,391,800. Unlike the Municipal 1%, Local Use Tax and Home Rule 1% sales taxes that are collected by the State and distributed to municipalities, the City is responsible for the collection and administration of the 1% Prepared Food and Beverages Tax. Through the economic fluctuations of recent years, food and beverage tax revenues have been resilient, only declining in FY 09/10. FY 2018 estimated revenues of \$1,391,800 represent a 4.7% increase over FY 2017 actual revenues. The projection of \$1,434,000 for FY 2019 reflects revenue increasing at the rate of 3% compared to prior year, and an expectation that revenues from this source will continue to grow.

**Food and Beverage Tax Revenues**



**VEHICLE LICENSE FEES** – Pursuant to the City of Elmhurst Municipal Code, motor vehicle license fees are paid annually. Revenues collected from vehicle license sales are directed toward street resurfacing and maintenance. Approximately 34,500 stickers are sold annually, including passenger, senior, truck, and transfer stickers. Vehicle stickers are sold at a discounted rate from March 1<sup>st</sup> through April 30<sup>th</sup>, and at full price after April 30<sup>th</sup>. Rates for passenger vehicles are \$36 discounted and \$45 full price. The stability of revenues from vehicle license sales is expected to continue with FY 2019 being projected at a less than 1% increase from FY 2018. Although Vehicle License Fees are a stable source of revenue, the administrative costs incurred to collect these fees is high.

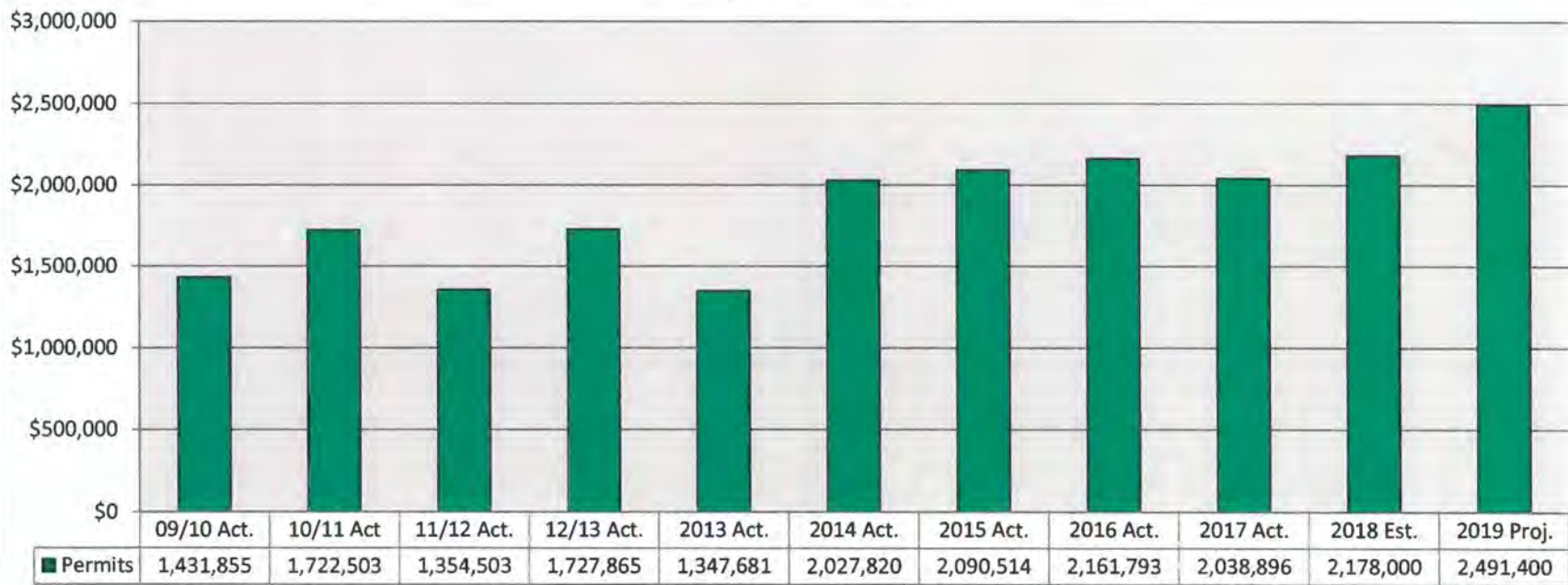
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**PERMIT FEES** – The tasks associated with issuing permits and assuring that building maintenance, improvements and construction comply with City code are performed by staff in the Building, Fire, Public Works, Planning and Zoning and Administration Departments. In 2002, a comprehensive market rate analysis and a review of costs associated with issuing permits were completed. Based on the results of this study, permit fees doubled for new homes and town homes to \$5,000 and \$3,400, respectively and new commercial development increased from \$4,250 per floor to \$8,000 per floor. In 2004, the City Council approved annual increases to building permit fees based on the annual increase in the consumer price index. In 2006, commercial fees were raised to the greater of 1% of construction cost, or \$1.00 per square foot, or a minimum fixed amount depending on the project. Over a three year period beginning in FY 07/08, \$1,750,000 in permit fees were collected by the City for the construction of the new Elmhurst Memorial Healthcare facility. FY 12/13 includes over \$300,000 in permit fees for the construction of a townhome complex, a new cancer center at Elmhurst Memorial Hospital and a Mariano's grocery store. FY 2019 includes fees for eighty new homes and several commercial developments. Estimated revenue for FY 2018 is 7% higher than the actual revenue for the period of January-December, 2017 which includes over \$300,000 in permit fees for a construction of 58 new townhomes at Butterfield and Swain. The FY 2019 projection represents 14% revenue increase due to additional housing developments in the City's downtown.

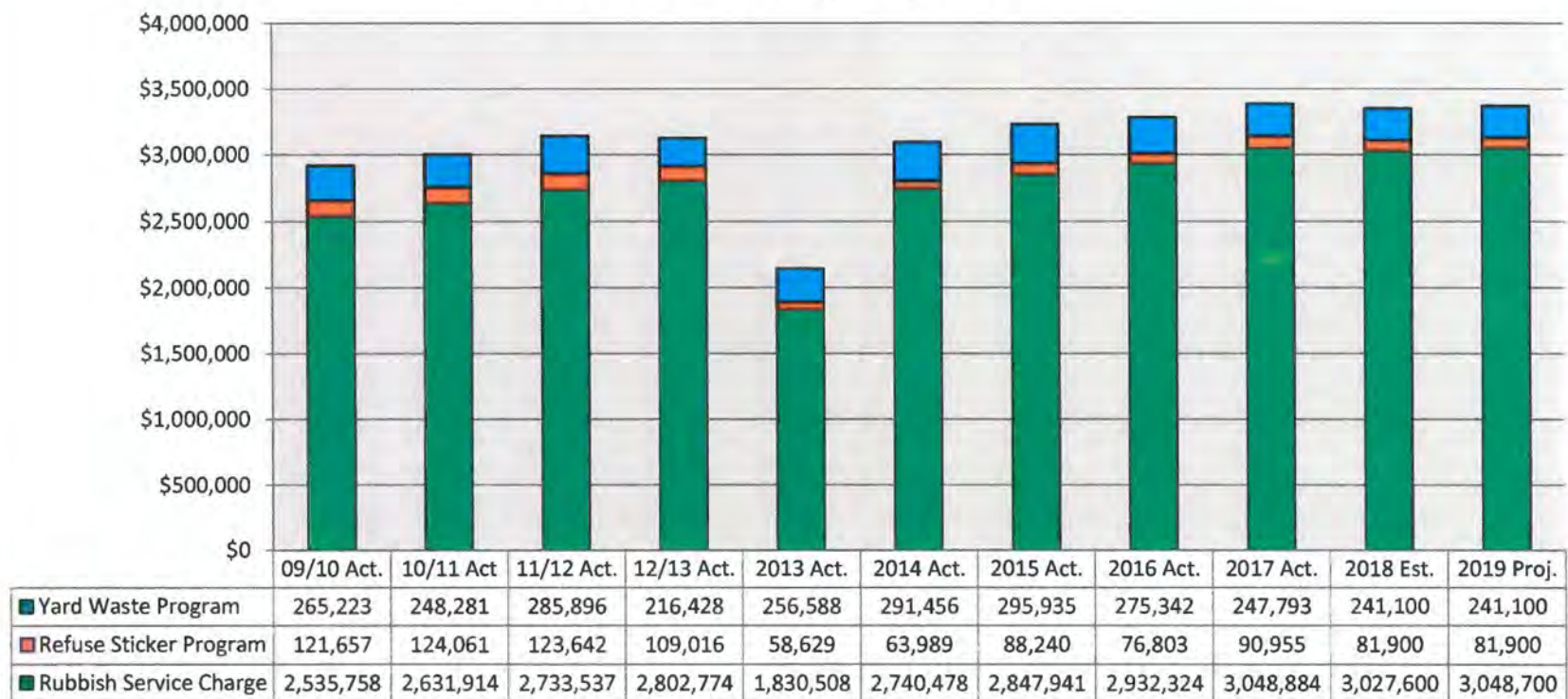
**Permit Revenues**





**REFUSE & RECYCLING FEES** – The City of Elmhurst contracts with Republic Services (Allied Waste) for curbside recycling and waste services. During FY 2018, the City Council approved a new five year contract with Republic Services. The new contract maintains the same services with few additional options including 35 gallon waste toter, organic recycling, and recycling options for electronics for a fee. The current rubbish rates provide for a two toter program, slightly decreased– a 65 gallon recycling toter and a 65 gallon refuse toter costs \$17.20 per month (previously \$17.76/month). Residents also have the option to upgrade to a 95 gallon refuse toter at a rate of \$22.29 per month (previously \$23.00/month) or downgrade to a 35 gallon refuse toter for \$16.50 per month (previously not offered). Extra cans or bags of refuse require a sticker at a cost of \$3.25 each. Yard waste is also collected and requires a sticker at a cost of \$3.25 each. Additionally, all rates include a City charge to cover two free fall leaf pick-ups, a spring clean-up, and miscellaneous administrative expenses. Estimated revenues for FY 2018 reflect a 1% decrease over FY 2017 due to new contract rates decrease. Projected revenues for FY 2019 represent an increase of 1% over FY 2018 due to changes in rates per the existing contract.

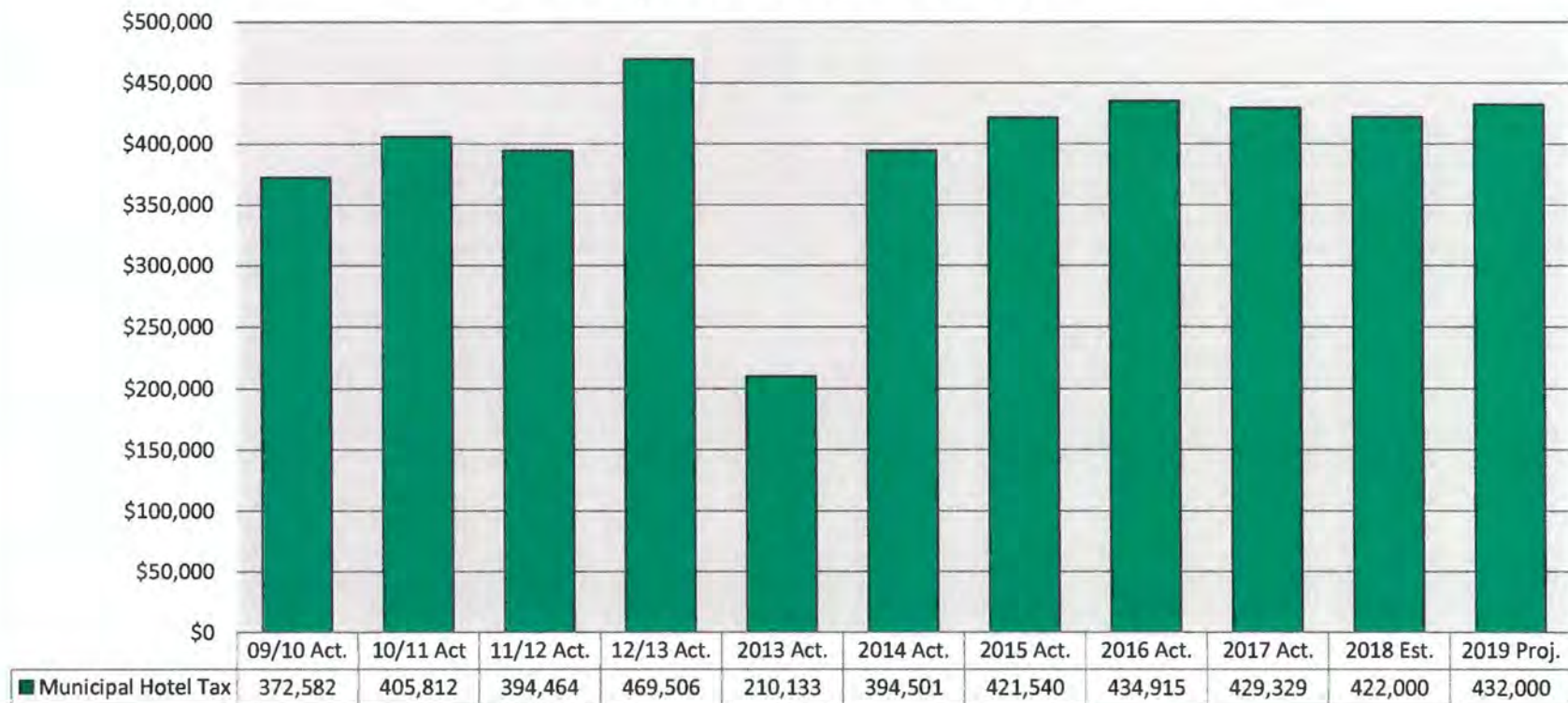
**Refuse and Recycling Fees**





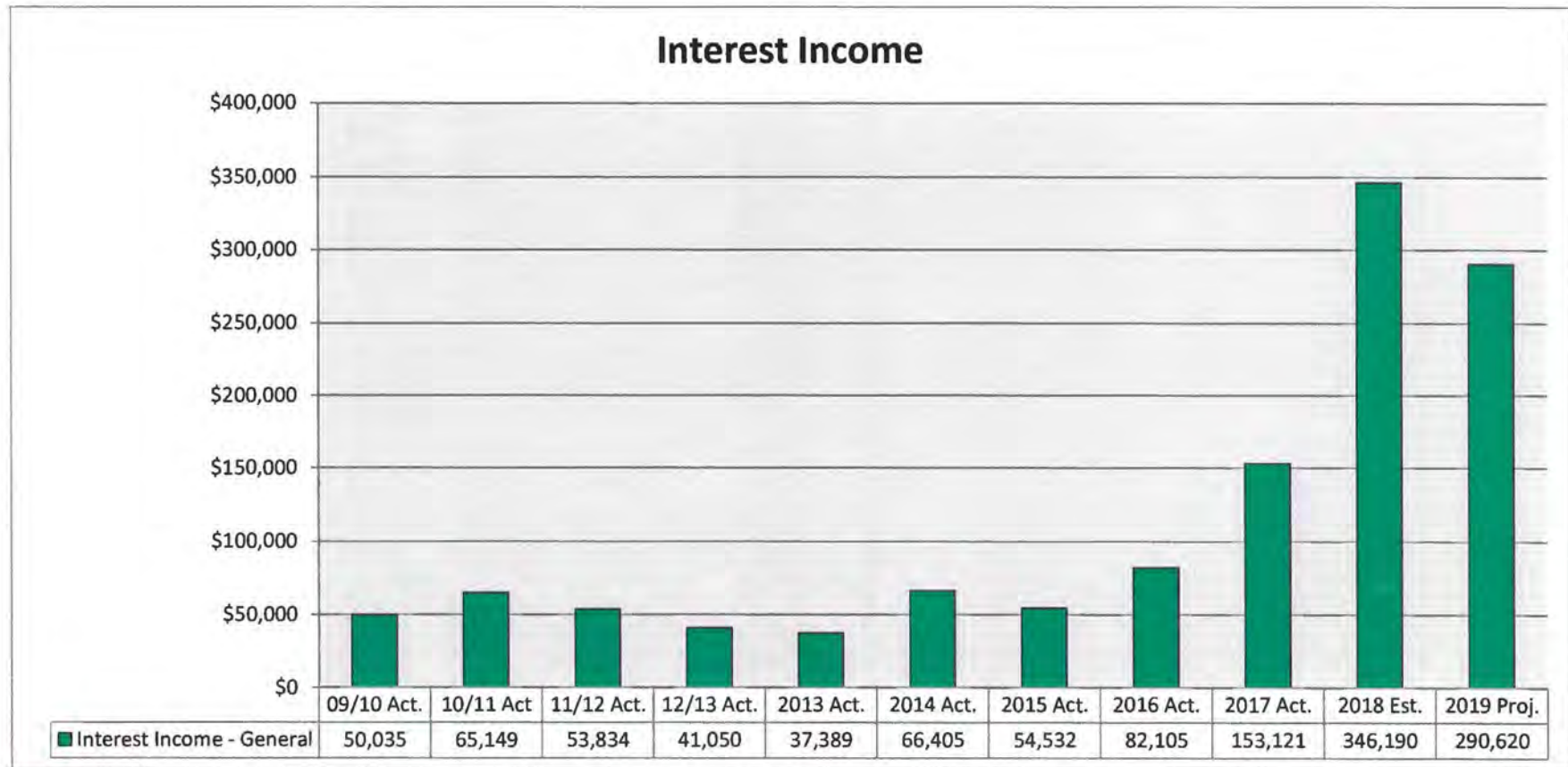
**MUNICIPAL HOTEL TAX** – The City of Elmhurst, pursuant to state statute, imposes a tax on the gross rental receipts of hotel operators. Upon the implementation of the tax, the City Council dedicated 50% of the funds generated be allocated specifically for projects, promotional material, organizations or events that would encourage tourism and additional commerce in Elmhurst, as well as to enhance the cultural aspects of the City. The City's hotel tax rate of 4% has not changed since FY 96/97 when it was increased from 3%. Municipal hotel tax revenues increased significantly in fiscal years 06/07 and 07/08, however, revenues declined dramatically the following two years due to the economic downturn. Following the closure of the Waverton Hotel in 2013, FY 2014 revenues declined. A subsequent rebound has occurred in FY 2015 with 7% increase from prior year. Estimated revenues for FY 2018 reflect 1.7% decrease compared to prior year, and an expectation that revenues will grow at approximately 2% – 3% in FY 2019.

**Municipal Hotel Tax Revenues**



**INTEREST INCOME** – The City receives income in interest bearing accounts and investments. The revenues generated by interest are dependent on market conditions and fund balances, and have decreased dramatically since FY 07/08, as reflected in the graph below. Actual interest income for FY 2017 of \$153,121 is significantly lower than FY 06/07 (\$729,451) revenue due to lower interest rates. The estimated revenue for FY 2018 reflects a 126% increase over the prior year actual, due in part to a significant increase in interest rates and also in parts to additional \$61,150 interest received for liquidating trust from Illinois Metropolitan Investment Fund (IMET). FY 2019 projected revenue reflects an expectation of marginal future growth in interest rates.

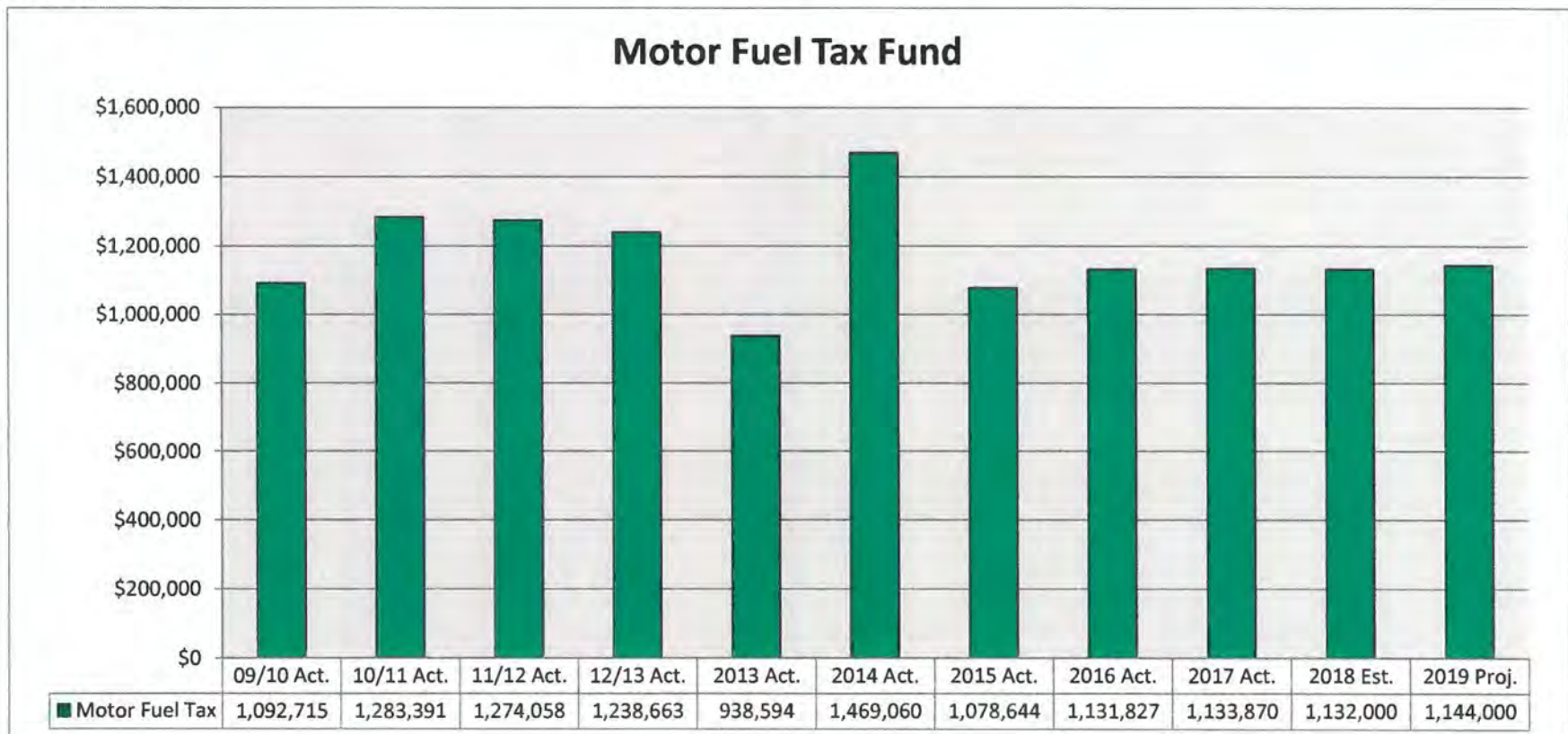
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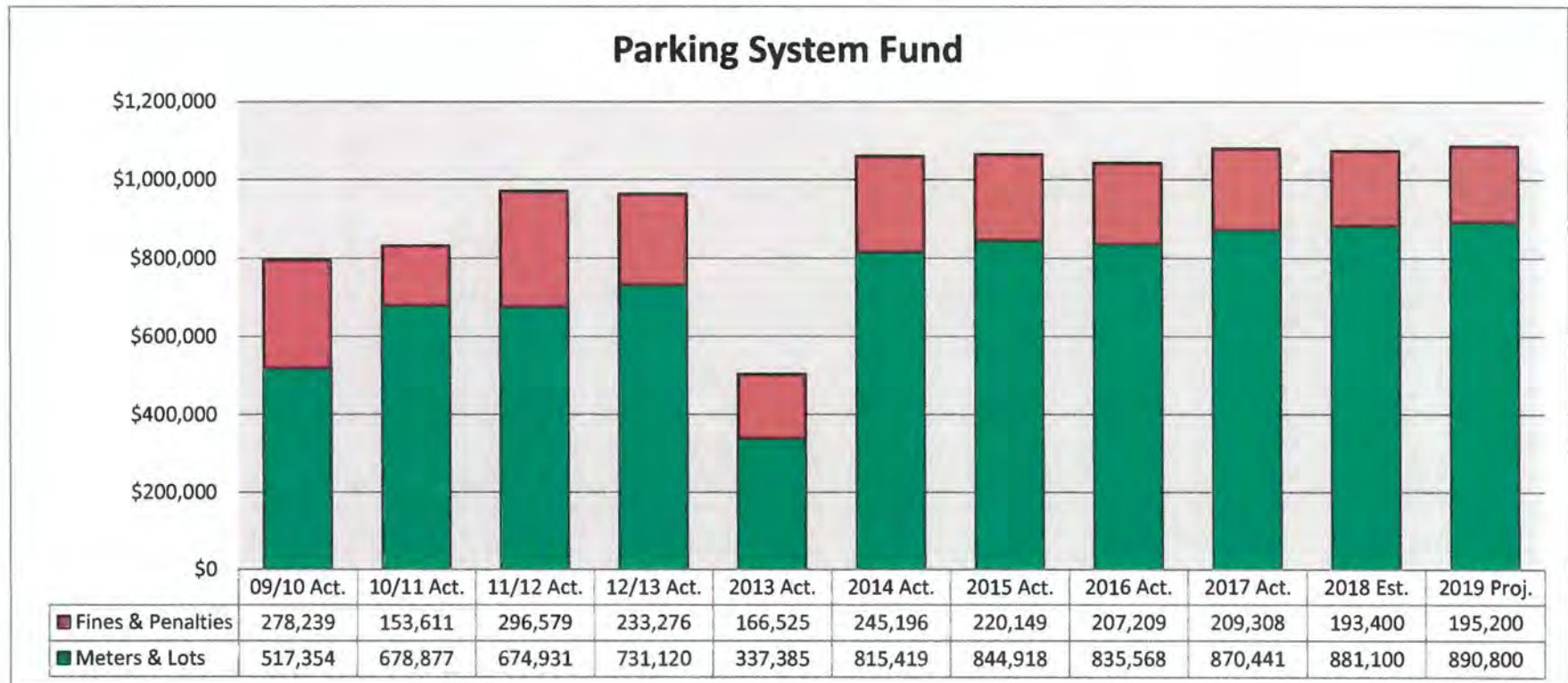
## MOTOR FUEL TAX FUND

**MOTOR FUEL TAX** – This source of revenue is derived from taxes on gasoline and diesel fuels and is a state shared revenue source that is distributed based on population. These revenues are affected by motor vehicle use and fluctuations in gasoline consumption. The declines in revenues seen from FY 07/08 through FY 09/10 were slightly offset by increased population numbers from the 2006 special census. As part of the Illinois Capital Bill grant program that was approved by the state in 2009, FY 10/11 through FY 2014 included grant revenue of \$188,000 each year for a total grant of approximately \$940,000. In FY 2014 a new State capital program was approved and the City received an additional \$188,000. There was no capital program approved for 2015, and coupled with a one-time reduction made by the State to the April 2015 distribution, resulted in a sharp decline in the 2015 actual revenues. FY 2018 estimated revenues are consistent with FY 2017 actual, while FY 2019 revenues are expected to increase 1% to a projected \$1,144,000.



### PARKING SYSTEM FUND

**PARKING REVENUES** – The City operates parking lots and garages which generate revenues. From FY 05/06 through FY 08/09, revenues from fines and penalties increased significantly due to increases in enforcement. Increases in parking fees for daily parking and quarterly permits were approved and implemented in FY 07/08 (50% increase effective January 1, 2008). For FY 10/11, total revenues of \$812,488, a 4.6% increase from FY 09/10, were built largely on growth in permits and daily parking and approved rate increases effective July 1, 2010. The increase in FY 11/12 is due to increased fines and late charges based on implemented adjudication procedures, and to a full year of fees from the First Street Parking Deck. No additional fee increases are projected at this time. Estimated FY 2018 parking revenue stays relatively stable. FY 2019 parking revenues are projected to stay consistent to FY 2018 estimated revenues.

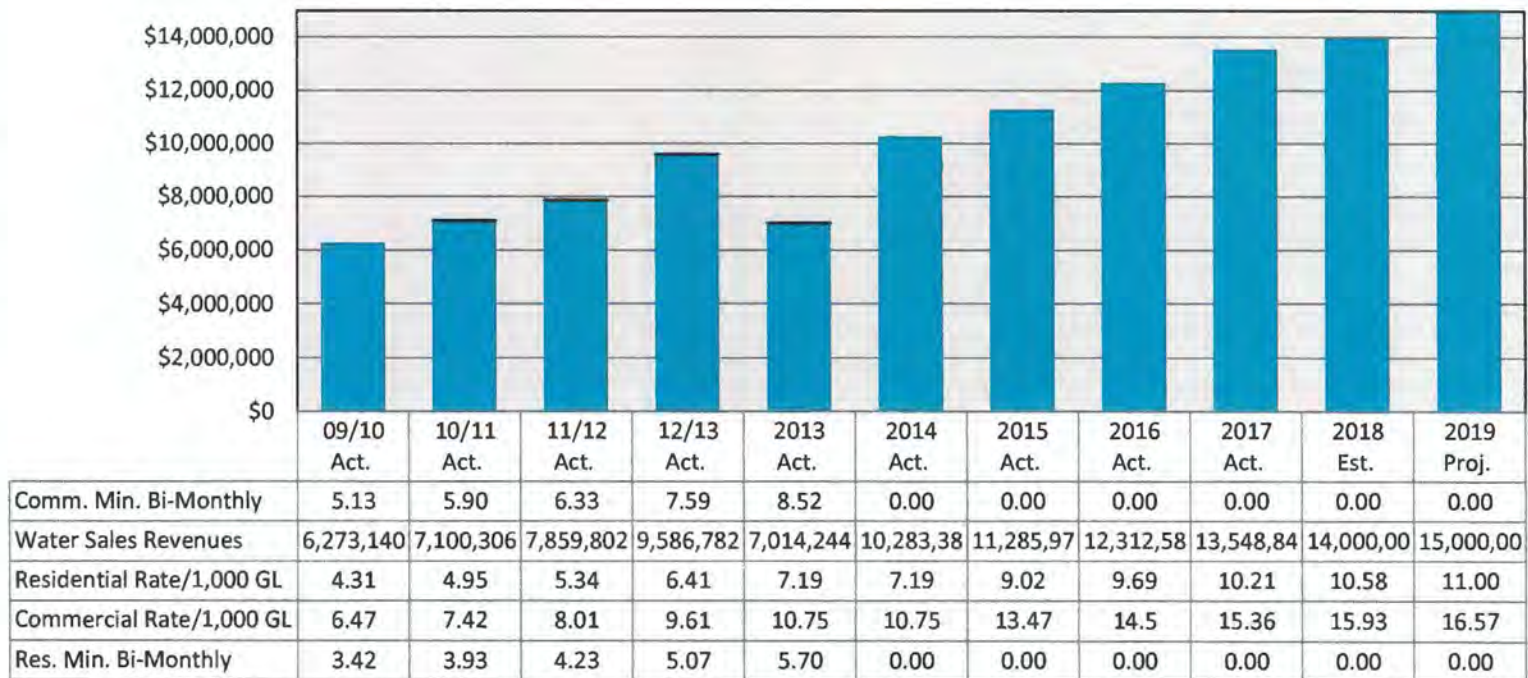




## MUNICIPAL UTILITY FUND

**WATER SALES REVENUES** – Water revenues are based on the number of gallons used by individual homes and businesses. Water rates are developed to recover the cost of providing potable water to the City's users. The City of Elmhurst is a member of the DuPage Water Commission, which purchases Lake Michigan Water from the City of Chicago. Currently there are approximately 14,200 residential water customers and 800 commercial water customers. During FY 03/04, the City completed a comprehensive study to review the City's water and sewer rate structure. Based on that study, the excess facilities charge and sewer cap method were eliminated and replaced by charging the water and sewer rates on all water used. The minimum charges were also revised. Another comprehensive water and sewer rate study was completed in FY 2013 and resulted in the implementation of a Capital Investment Recovery Charge (CIRC), to allow for funding of debt service costs based on meter size, and the elimination of a minimum user charge. Actual and estimated FY 2018 water sales revenues represent 3% increase over prior year as a result of approximately 3.6% rate increase for residential use and 3.7% for commercial.

### Water Sales Revenues





City of Elmhurst

2019 Budget Proposal

Detail of General Fund Capital Projects Funded Through Interfund Transfers  
and Other Transfers to the General Fund

<b>General Fund Transfers In - 2016 Actual</b>
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Transfer From CIP Fund (111)	4,953,659
Total General Fund Transfers In	<u>4,953,659</u>

**General Fund Uses for Transfers In:**

**Transfer From CIP Fund (111)**

Bridge/Underpass/RR Imp.	36,559	
Building Admin - 180 W Park	28,026	
Concrete Street Resurfacing	540,000	
Contingency - Deferrals	20,336	
ESDA/Public Safety Equipment	93,304	
Mgmt. Information System	421,869	
Mun. Administration Building Imp.	132,630	
Police Admin. Building	17,383	
Public Infrastructure Improv	628	
Public Works Facility Imp. - Phase II	960,750	
Road Improvements:		
First Street Roadway Improvements	248,370	
Industrial Park Roadway Improvements	83,838	
South York Street Improvements	194,159	
Lake Street Scissors	(28,870)	
Sidewalk Repair/Cost Sharing Program	138,718	
Storm Sewer Repair/Extensions	425,000	
Storm/Lift Station-Flood Mitigation Impr.	297,025	
Street Resurfacing/Parking Lot Imp.	1,250,000	
Streetlight/Signal Improvements	38,260	
Unimproved Road/Alley Rehab.	55,673	
<b>Total Transfers From CIP</b>		<b>4,953,659</b>

<b>Total General Fund Transfers In - 2016 Actual</b>	<b><u>4,953,659</u></b>
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City of Elmhurst

2019 Budget Proposal

Detail of General Fund Capital Projects Funded Through Interfund Transfers  
and Other Transfers to the General Fund

**General Fund Transfers In - 2017 Actual**

Transfer From CIP Fund (111)	4,812,062
Total General Fund Transfers In	<u>4,812,062</u>

**General Fund Uses for Transfers In:**

**Transfer From CIP Fund (111)**

Bridge/Underpass/RR Imp.	669,890	
Building Admin - 180 W Park	30,000	
Concrete Street Resurfacing	228,075	
ESDA/Public Safety Equipment	10,000	
Mgmt. Information System	198,200	
Police Admin. Building	127,438	
Public Works Facility Imp. - Phase II	70,000	
Road Improvements:		
Fay Ave Reconstruction	287,815	
Industrial Park Roadway Improvements	473,892	
Poplar Ave Roadway Improvements	58,469	
York St Roadway Improvements	49,404	
Sidewalk Repair/Cost Sharing Program	159,697	
Storm Sewer Repair/Extensions	485,506	
Storm/Lift Station-Flood Mitigation Impr.	111,423	
Street Resurfacing/Parking Lot Imp.	1,688,500	
Streetlight/Signal Improvements	91,752	
Unimproved Road/Alley Rehab.	72,000	
Total Transfers From CIP		4,812,062

Total General Fund Transfers In - 2017 Actual	<u>4,812,062</u>
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City of Elmhurst

2019 Budget Proposal

Detail of General Fund Capital Projects Funded Through Interfund Transfers  
and Other Transfers to the General Fund

**General Fund Transfers In - 2018 Estimated**

Transfer From CIP Fund (111)	7,198,450
<b>Total General Fund Transfers In</b>	<b>7,198,450</b>

**General Fund Uses for Transfers In:**

**Transfer From CIP Fund (111)**

Bridge/Underpass/RR Imp.	70,000	
Building Admin - 180 W Park	30,000	
Concrete Street Resurfacing	540,000	
Fire Equipment/Trucks	574,700	
ESDA/Public Safety Equipment	10,000	
Mgmt. Information System	375,000	
Mun. Administration Building Imp.	345,000	
Police Admin. Building	270,000	
Public Infrastructure Improv	80,000	
Public Works Facility Imp.	131,250	
Road Improvements:		
Industrial Park Roadway Improvements	1,375,400	
Poplar Ave. Roadway Improv.	340,820	
Spring Rd. Roadway Improv.	60,000	
York St. Roadway Improvements	288,600	
Sidewalk Repair/Cost Sharing Program	170,000	
Storm Sewer Repair/Extensions	625,000	
Storm/Lift Station-Flood Mitigation Impr.	399,280	
Street Resurfacing/Parking Lot Imp.	1,250,000	
Streetlight/Signal Improvements	141,400	
Unimproved Road/Alley Rehab.	122,000	
<b>Total Transfers From CIP</b>		<b>7,198,450</b>

**Total General Fund Transfers In - 2018 Estimated** **7,198,450**



City of Elmhurst

2019 Budget Proposal

Detail of General Fund Capital Projects Funded Through Interfund Transfers  
and Other Transfers to the General Fund

<b>General Fund Transfers In - 2019 Proposed</b>
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Transfer From CIP Fund (111)	5,795,450
<b>Total General Fund Transfers In</b>	<b>5,795,450</b>

**General Fund Uses for Transfers In:**

**Transfer From CIP Fund (111)**

Bridge/Underpass/RR Imp.	488,000	
Building Admin - 180 W Park	30,000	
Concrete Street Resurfacing	690,000	
Fire Station Improvements	13,200	
Fire Training Facility	75,000	
Fire Equipment/Trucks	750,000	
ESDA/Public Safety Equipment	10,000	
Mgmt. Information System	228,750	
Police Admin. Building & Inf.Sys.	250,000	
Public Works Facility Imp.	116,750	
Public Benefit Sidewalk Installation	50,000	
Road Improvements:		
Butterfield/York Improvements	5,000	
Spring Rd. Roadway Improv.	322,000	
Sidewalk Repair/Cost Sharing Program	150,000	
Storm Sewer Repair/Extensions	625,000	
Storm/Lift Station-Flood Mitigation Impr.	185,000	
Street Resurfacing/Parking Lot Imp.	1,500,000	
Streetlight/Signal Improvements	176,750	
Unimproved Road/Alley Rehab.	130,000	
<b>Total Transfers From CIP</b>		<b>5,795,450</b>

<b>Total General Fund Transfers In - 2019 Proposed</b>	<b>5,795,450</b>
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City of Elmhurst

2019 Budget Proposal

Detail of General Fund Capital Projects Funded Through Interfund Transfers  
and Other Transfers to the General Fund

<b>General Fund Transfers In - 2020 Proposed</b>
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Transfer From CIP Fund (111)	4,167,250
Total General Fund Transfers In	<u>4,167,250</u>

**General Fund Uses for Transfers In:**

**Transfer From CIP Fund (111)**

Building Admin - 180 W Park	30,000	
Concrete Street Resurfacing	540,000	
ESDA/Public Safety Equipment	10,000	
Mgmt. Information System	484,500	
Public Benefit Sidewalk Installation	50,000	
Road Improvements:		
Butterfield/York Improvements	6,000	
Brush Hill Roadway Improv.	176,000	
Sidewalk Repair/Cost Sharing Program	150,000	
Storm Sewer Repair/Extensions	625,000	
Storm/Lift Station-Flood Mitigation Impr.	230,000	
Street Resurfacing/Parking Lot Imp.	1,500,000	
Streetlight/Signal Improvements	179,500	
Unimproved Road/Alley Rehab.	186,250	
Total Transfers From CIP		4,167,250

Total General Fund Transfers In - 2020 Proposed	<u>4,167,250</u>
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City Of Elmhurst  
Detail Information of Interfund Transfers  
2019 Proposed Budget

**Interfund Transfers - 2016 Actual**

Interfund Transfer From:	Interfund Transfer To:	Amount
General Fund (#110)	Stormwater (#305)	878,992
General Fund (#110)	Debt Service - G.O. Bonds (#405)	3,894
Capital Improvement Fund (#111)	General Fund (#110)	4,953,659
Capital Improvement Fund (#111)	Debt Service - G.O. Bonds (#405)	1,058,313
Capital Improvement Fund (#111)	Parking System Fund (#530)	688,063
Library Operating Fund (#210)	Library Bond & Interest (#219)	1,626,864
Library Gavin Fund (#211)	Library Operating Fund (#210)	63,363
Library Working Cash Fund (#213)	Library Operating Fund (#210)	1,573,163
Stormwater Fund (305)	Debt Service - G.O. Bonds (#405)	178,996
Redevelopment Projects Fund (#310)	Debt Service - G.O. Bonds (#405)	478,074
Industrial Developmnet Fund (#320)	Church Rd./Lake St. Redevelopment (#335)	3,000,000
Rt. 83 Commercial Development Fund (#325)	Debt Service - G.O. Bonds (#405)	73,519
Working Cash Fund (#770)	General Fund (#110)	5,185
<b>Total Interfund Transfers - 2016 Actual</b>		<b>14,582,085</b>

**Interfund Transfers - 2017 Actual**

Interfund Transfer From:	Interfund Transfer To:	Amount
General Fund (#110)	Stormwater (#305)	274,193
General Fund (#110)	Debt Service - G.O. Bonds (#405)	374,725
General Fund (#110)	B & I 2006 Revenue Bonds (#416)	3,000
Capital Improvement Fund (#111)	General Fund (#110)	4,812,062
Capital Improvement Fund (#111)	Debt Service - G.O. Bonds (#405)	731,877
Capital Improvement Fund (#111)	Municipal Utility Fund (#510)	469,931
Capital Improvement Fund (#111)	Parking System Fund (#530)	737,477
Library Operating Fund (#210)	Library Bond & Interest (#219)	1,627,884
Library Employee Appreciation Fund (#215)	Library Operating Fund (#210)	3,000
Stormwater Fund (305)	Debt Service - G.O. Bonds (#405)	1,203,612
Redevelopment Projects Fund (#310)	Debt Service - G.O. Bonds (#405)	477,872
Industrial Developmnet Fund (#320)	Church Rd./Lake St. Redevelopment (#335)	466,146
Rt. 83 Commercial Development Fund (#325)	Debt Service - G.O. Bonds (#405)	71,363
Working Cash Fund (#770)	General Fund (#110)	(5,185)
<b>Total Interfund Transfers - 2017 Actual</b>		<b>11,247,957</b>



City Of Elmhurst  
Detail Information of Interfund Transfers  
2019 Proposed Budget

**Interfund Transfers - 2018 Estimated**

Interfund Transfer From:	Interfund Transfer To:	Amount
General Fund (#110)	Stormwater (#305)	1,800,000
Capital Improvement Fund (#111)	General Fund (#110)	7,198,450
Capital Improvement Fund (#111)	Debt Service - G.O. Bonds (#405)	1,307,840
Capital Improvement Fund (#111)	Municipal Utility Fund (#510)	539,000
Library Operating Fund (#210)	Library Bond & Interest (#219)	1,648,200
Library Employee Appreciation Fund (#215)	Library Operating Fund (#210)	3,000
Stormwater Fund (305)	Debt Service - G.O. Bonds (#405)	1,377,000
Redevelopment Projects Fund (#310)	Debt Service - G.O. Bonds (#405)	1,950,500
Redevelopment Projects Fund (#310)	North York Redevelopment Fund (#330)	1,500,000
Redevelopment Projects Fund (#310)	Parking System Fund (#530)	1,975,700
Working Cash Fund (#770)	General Fund (#110)	28,362
<b>Total Interfund Transfers - 2018 Estimated</b>		<b>19,328,052</b>

**Interfund Transfers - 2019 Proposed**

Interfund Transfer From:	Interfund Transfer To:	Amount
General Fund (#110)	Stormwater (#305)	500,000
Capital Improvement Fund (#111)	General Fund (#110)	5,795,450
Capital Improvement Fund (#111)	Debt Service - G.O. Bonds (#405)	1,242,900
Capital Improvement Fund (#111)	Municipal Utility Fund (#510)	569,400
Library Operating Fund (#210)	Library Bond & Interest (#219)	1,909,000
Library Employee Appreciation Fund (#215)	Library Operating Fund (#210)	3,000
Stormwater Fund (305)	Debt Service - G.O. Bonds (#405)	2,132,500
Working Cash Fund (#770)	General Fund (#110)	13,200
<b>Total Interfund Transfers - 2019 Proposed</b>		<b>12,165,450</b>

**Interfund Transfers - 2020 Proposed**

Interfund Transfer From:	Interfund Transfer To:	Amount
General Fund (#110)	Stormwater (#305)	500,000
General Fund (#110)	Debt Service - G.O. Bonds (#405)	206,100
Capital Improvement Fund (#111)	General Fund (#110)	4,167,250
Capital Improvement Fund (#111)	Debt Service - G.O. Bonds (#405)	1,005,500
Capital Improvement Fund (#111)	Municipal Utility Fund (#510)	568,050
Capital Improvement Fund (#111)	Parking System Fund (#530)	1,481,500
Library Operating Fund (#210)	Library Bond & Interest (#219)	1,976,000
Library Employee Appreciation Fund (#215)	Library Operating Fund (#210)	3,000
Stormwater Fund (305)	Debt Service - G.O. Bonds (#405)	2,219,100
Working Cash Fund (#770)	General Fund (#110)	13,500
<b>Total Interfund Transfers - 2020 Proposed</b>		<b>12,140,000</b>

**City Of Elmhurst**  
**Detail Information of Federal, State and Other Grants**  
**2019 Proposed Budget**

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Proposed	2020 Proposed
<b>General Fund</b>						
<u>Federal Grants</u>						
Public Safety Equipment/Misc.	4,889	11,096	80,000	80,000	132,500	80,000
Roadway Improvements	-	145,589	1,244,080	1,099,080	463,000	477,000
Metra Station Improvements	-	-	1,120,000	-	1,320,000	2,160,000
Railroad Interconnect Improv	-	-	207,000	-	207,000	-
York St. Traffic Signal Upgrade	-	-	250,000	-	-	-
IL Prairie Path	-	-	-	-	-	168,000
Permeable Alley	-	-	-	-	-	168,750
FEMA	200,910	34,286	15,000	15,000	15,000	15,000
Total Federal Grants	205,799	190,971	2,916,080	1,194,080	2,137,500	3,068,750
<u>State Grants</u>						
Museum - Illinois First/Other	-	(283,000)	-	-	-	-
Roadway Improvements	93,980	160,360	23,000	-	23,000	114,000
Misc. Public Safety	23,155	13,648	15,000	15,000	15,000	15,000
IEPA Propane	-	-	-	-	-	-
Larch Bicycle Parking	-	-	64,000	-	80,000	-
Brine Machine for Ani-Ice	-	-	152,000	-	152,000	-
IEMA	5,370	-	-	-	-	-
Total State Grants	122,505	(108,992)	254,000	15,000	270,000	129,000
<u>Other Miscellaneous Grants</u>						
Other Public Safety	5,000	-	5,000	10,000	5,000	5,000
Metra Grant	-	-	-	-	-	1,000,000
Route 83rd Pedestrian Bridge	-	-	90,000	-	-	-
Miscellaneous	5,700	1,000	-	-	-	-
Total Other Grants	10,700	1,000	95,000	10,000	5,000	1,005,000
<b>Total - General Fund</b>	<b>339,004</b>	<b>82,979</b>	<b>3,265,080</b>	<b>1,219,080</b>	<b>2,412,500</b>	<b>4,202,750</b>
<u>Elmhurst Public Library Fund</u>						
IL - Secretary of State/Other	34,011	34,257	30,000	55,150	55,000	55,000
<u>Rt. 83 Commercial Development (TIF III)</u>						
Roadway Improvements	-	-	-	-	324,100	-
<u>North York Redevelopment (TIF IV)</u>						
Other Public Improvements	-	-	33,000	-	33,000	-
<u>Municipal Utility Fund</u>						
WWTP Improvements	813,469	-	-	-	-	-
<u>Parking Deck Construction</u>						
IL Dept. of Commerce	-	-	40,000	-	40,000	40,000



**City of Elmhurst**  
**Allocation of Interdepartmental Charges**  
**FY 2019 Budget**

<b>Central Equipment Maintenance</b>		<b>Revised</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Proposed</b>
		<b>Allocation</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>110-6047-512</b>			<b>1,907,600</b>	<b>2,300,100</b>	<b>2,193,000</b>
<b>Allocation</b>					
110-4020-422-95-03	Fire	12.6%	239,100	288,600	275,100
110-4022-423-95-03	ESDA	0.5%	9,500	11,500	10,900
110-5030-421-95-03	Police	22.7%	430,800	519,900	495,500
110-6040-431-95-03	P.W. Admin.	5.0%	94,900	114,500	109,200
110-6041-432-95-03	Streets	26.3%	499,000	602,200	574,100
110-6042-433-95-03	Snow	Snow	10,000	10,000	10,000
110-6043-434-95-03	Forestry	11.8%	223,900	270,200	257,600
110-6044-435-95-03	Electrical	5.0%	94,900	114,500	109,200
510-6052-501-95-03	Water Dist.	8.1%	153,700	185,500	176,800
510-6056-502-95-03	Mnt. San. Sew.	3.0%	56,900	68,700	65,500
510-6057-502-95-03	WWTP	4.1%	77,800	93,900	89,500
530-0088-503-95-03	Parking	0.9%	17,100	20,600	19,600
<b>110-0000-381-03-00</b>		<b>100.0%</b>	<b>1,907,600</b>	<b>2,300,100</b>	<b>2,193,000</b>

Central Equipment Maintenance (110-6047-512) services/expenditures are allocated as Interdepartmental Charges to user departments/divisions. Allocations were revised in FY 2012/13 and are based on an average of three years (2010 - 2012) of vehicle repair and maintenance expenditures with minor adjustments for administrative vehicles.

<b>Information Technology (IT)</b>		<b>Revised</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Proposed</b>
		<b>Allocation</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>110-2008-413</b>			<b>1,700,800</b>	<b>1,723,200</b>	<b>2,111,100</b>
<b>Allocation</b>					
110-1001-411-95-01	Administration	4.0%	68,100	68,800	84,400
110-2006-413-95-01	Finance	7.0%	119,200	120,500	147,800
110-2007-413-95-01	Human Res.	3.0%	51,000	51,700	63,300
110-3015-414-95-01	Plng./Zoning	2.0%	34,000	34,500	42,200
110-4020-422-95-01	Fire	12.0%	204,100	206,800	253,300
110-4025-424-95-01	Building	3.0%	51,000	51,700	63,300
110-5030-421-95-01	Police	26.0%	442,200	448,000	548,900
110-6040-431-95-01	P.W. Admin.	5.0%	85,000	86,200	105,600
110-6045-441-95-01	Rubbish	5.0%	85,000	86,200	105,600
110-7060-451-95-01	Museum	6.0%	102,000	103,400	126,700
510-6050-501-95-01	Water Admin.	11.0%	187,100	189,600	232,200
510-6055-502-95-01	WW Admin.	11.0%	187,100	189,600	232,200
530-0088-503-95-01	Parking	5.0%	85,000	86,200	105,600
<b>110-0000-381-01-00</b>		<b>100.0%</b>	<b>1,700,800</b>	<b>1,723,200</b>	<b>2,111,100</b>

Information Technology (110-2008-413) services/expenditures are allocated as Interdepartmental Charges to user departments/divisions. Allocations were revised in FY 2012/13 and are based on the number of computers assigned to that area with minor adjustments for administrative computers.

## **CAPITAL IMPROVEMENT IMPACT ON OPERATING BUDGET**

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Most capital improvement projects identified in the City's Capital Expenditure Budget (CEB) Five Year projection are routine in nature and are not projected to have an impact on City operations, financially or otherwise. With certain infrastructure projects there may be some expectation of reduced maintenance costs, however it is assumed that the maintenance needs of other infrastructure will effectively replace the needs of the replaced and improved infrastructure so no decrease in maintenance is budgeted. Sixteen projects that are not routine in nature will affect operations, although the financial impact is expected to be minimal for most. These projects are the following:

### **Fire Department Training Facility Remodel**

The Department plans to repair and replace aged and deteriorated components of the training tower including roof, masonry work, and interior burn room components. Over the years, the repetitive use of this structure has caused a deleterious effect that once corrected will allow the Department to continue to train and make safer the firefighters of the City without any substantive impact on the operating budget.

### **Fire Department Aerial Ladder Apparatus**

The aerial ladder apparatus located at Fire Station 1 on the north side of the City is 17 years old and has reached its efficient life span. The vehicle has seen an increased amount of service time needed to repair deficiencies and to date these repairs have exceeded \$500,000. The apparatus will be replaced by a like vehicle capable of performing life-saving rescues on upper floors, ventilation tactics, forcible entry in locked and obstructed areas as well as a myriad of firefighting and specialty rescue maneuvers designed to enhance fireground activities during emergency conditions. Moving to a new piece of equipment should decrease the operating budget in the area of repairs and maintenance.

### **Police Station – HVAC Replacement**

Construction of a new HVAC system and enclosure is necessitated to replace the failed police station AC chiller and obsolete boiler systems. This project is not anticipated to have an operating budget impact as the constructed HVAC systems will replace systems that, when functional, were part of the current police facility. This project is expected to move forward in FY2019 if no decision is made to complete an overall police facility renovation in the near future.

### **Police Station – Column Repair**

Rebuilding each of the brick columns on the south and east sides of the police facility is required to correct a defect that has resulted in separation of the brick sections suspended at height. This project is not anticipated to have an operating budget impact as the constructed columns will replace those that, when functional, were part of the current police facility. This project is expected to move forward in FY2019 if no decision is made to complete an overall police facility renovation in the near future.



## **CAPITAL IMPROVEMENT IMPACT ON OPERATING BUDGET (CONTINUED)**

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### **Police Automated License Plate Reader Network**

Once implemented in 2019, annual service fees of approximately \$20,000 per year would apply to the ALPR camera network citywide. Annual service fees are required to connect the installed cameras to the nationwide ALPR database and enable investigators to perform GPS based vehicle searches and alerts. Greater efficiency of police investigations is expected as ALPR data will provide specific descriptions of criminal offenders to the police department. It is anticipated these annual fees would be paid out of federal asset forfeiture funds, so as to have minimal impact on operating funds.

### **Public Works Garage – Phase III Construction**

Plans for the entire PW garage facility and property have not been finalized at this time. However, phased improvements have been identified and in 2016, the two residential properties south of the current facility were rezoned to I1 to allow for expansion. A new salt storage structure was constructed and high speed garage doors for the current facility were installed. These projects will not significantly impact the operating budget but will save money during winter operations by reducing facility heating costs and allowing the strategic purchase of salt to avoid price increases during periods of high salt demand. There will be minor future maintenance costs as this building has lighting and power ventilation along with routine building and roof maintenance.

### **Brine Machine for Anti-Icing Operations**

The installation of a brine machine at the public works garage will provide in-house liquid anti-icing and de-icing solutions for pre-storm preparation and post-storm cleanup. These solutions dramatically improve the effectiveness of roadway maintenance while saving money by reducing the annual amount of salt required. This efficiency keeps the motoring public on the move with safer roads and provides a reduced cost of operations.

### **Palmer Underpass/City Hall Landscape/First Street Improvement Projects**

These projects consist of improved landscaping at City Hall, the east side of the Palmer Drive Underpass, and along First Street bordering the Railroad tracks. The improvements improve the appearance of these areas of the City, but may add minimal increases to annual maintenance costs of the operating budget.

### **Street Light Pole Projects**

A three year program has been introduced to replace concrete light poles that have deteriorated due to age and road salt applications. Once initial replacement is complete, funds will be added to the operating budget for ongoing maintenance and replacement. An additional project has been identified to replace steel street light poles along North Avenue that are in poor condition due to severe rust. The steel poles will be replaced with aluminum poles that are similar in design, but are better able to withstand the corrosive environment.

## **CAPITAL IMPROVEMENT IMPACT ON OPERATING BUDGET (CONTINUED)**

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### **Stormwater Improvement Projects**

Seven projects are completed; York/I290, Geneva, Pine/Avon, Crescent/Cambridge, Madison School, Washington Street, and Harrison Basin Stormwater Improvement Projects. There are currently additional projects that are in various stages of construction with one in design. Maintenance costs will increase for landscape maintenance and with pump and SCADA maintenance and minor increases in energy costs.

### **Wastewater Treatment Plant – Underground Infrastructure Improvements**

This multi-faceted project will address issues with existing underground infrastructure consisting of domestic water lines, non-potable water lines, natural gas lines, and in-plant fiber communications. Maintenance costs and the frequency of repairs have increased significantly as these systems have reached the end of their useful life cycle. In 2016, natural gas lines throughout the facility had to be decommissioned and temporary above ground lines were installed. This project will move the natural gas lines back underground in addition to replacing the other existing underground systems. Completion of the project will result in operating cost savings due to reduced maintenance of repairs to utility lines. This project also includes a new electrical building that will allow the separation of daisy chained transformers. Over the life of the asset, this will lower maintenance cost since only needed electrical items for one building will need to be changed if needed. Currently the units are oversized due to daisy chains and maintenance of larger units is more expensive.

### **Wastewater Treatment Plant – Sludge Press Rehabilitation**

Two of the three sludge belt presses will be rehabilitated which should decrease the cost of polymer and time needed to complete the process. The units are being sized for future phosphorus removal, which will increase sludge production in the future. It is anticipated at this time a third belt press will not be needed in the future but plans are designed for its addition if needed once phosphorus removal is required.

## **CAPITAL IMPROVEMENT IMPACT ON OPERATING BUDGET (CONTINUED)**

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### **Wastewater Treatment Plant – Raw Screw Pump Rehabilitation**

One screw pump has already failed and second pump is nearing its end of life. The project will replace all 3 raw screw pumps which will prevent Sanitary Sewer Overflow (SSO) possibilities or violation to our NPDES permit due to inability to treat to permit limits. The pump preventative maintenance cost will stay the same in the future but items are necessary for permit compliance.

### **Lake and Walnut Lift Station Rehabilitation**

The lift station is metal and deteriorating to failure. The station will be replaced with concrete station with an addition of a backup generator. This project will again decrease possibilities of SSO's and environmental issue with sewage reaching U.S. Water Ways. The maintenance will continue to be near the same except for maintenance of lift station access container.

### **North Industrial Lift Station Generator**

A backup generator will be added to the lift station. The generator will be able to support the fire training center. The cost of maintenance will increase slightly with the addition of the generator maintenance.

### **North Water Pumping Station Rehabilitation**

This project includes the replacement of electrical equipment motor control centers, distribution high service pumps, instrumentation, and upgrades to SCADA system. The cost of maintenance to the system will decrease since much of the system will be new equipment. Currently when items failed they were replaced or repaired. Repairs and replacements of current equipment will be deferred if they fail during design and bidding phases of project.



## **FUND DESCRIPTIONS**

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### **GENERAL FUNDS**

#### **GENERAL FUND (#110)**

The General Fund is used to account for all financial resources traditionally associated with governments which are not required to be accounted for in another fund. Expenditures include public safety, public works, community development, health and welfare, cultural and administrative functions. Revenues include property tax, municipal 1% sales tax, home rule sales tax (50% of total as of July 1, 2016), electric and gas utility taxes, telecommunications tax (75% of total), state income tax (20% of total), interest income, and a variety of fee based revenue sources.

#### **CAPITAL IMPROVEMENT FUND (#111)**

The Capital Improvement Fund is used to account for resources designated for major capital expenditures that are necessary to maintain or develop the physical assets of the City. Resources include the home rule sales tax (25% of total as of July 1, 2016), state income tax (80% of total), telecommunications tax (25% of total), rental income, and interest income.

### **SPECIAL REVENUE FUNDS**

#### **LIBRARY FUND (#210)**

The Library Fund is used to account for the resources necessary to provide the educational, cultural, and recreational activities of the Elmhurst Public Library. Property Tax is the major source of revenue for this Component Unit of Government.

Additional funds utilized by the Library for specific purposes include the following: Gavin Fund (#211 – Closed in 2016); Capital Replacement Fund (#212); Working Cash Fund (#213 – Closed in 2016); Library Employee Appreciation Fund (#215); and Bond & Interest G.O. Bonds Fund (#219).

#### **MOTOR FUEL TAX FUND (#250)**

The Motor Fuel Tax (MFT) Fund is used to account for street maintenance and improvement projects financed by the City's share of state gasoline taxes. All projects require the advance approval of the Illinois Department of Transportation (IDOT). The proposed budget reflects the City's practice of allocating salaries, wages and benefits (allowable by IDOT) to MFT allocations. Starting in FY 2012, costs associated with snow and ice removal, including the purchase of salt, were also allocated to MFT.

### **ENTERPRISE FUNDS**

#### **MUNICIPAL UTILITY FUND (#510)**

The Municipal Utility Fund (MUF) is used to account for the provision of water distribution and wastewater collection/treatment to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including administration, operations, maintenance, capital improvements, financing, and billing and collection. Charge for services (usage) is the major source of revenue to fund the water distribution and wastewater treatment activities of the City.

## **FUND DESCRIPTIONS (CONTINUED)**

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### **PARKING SYSTEM REVENUE FUND (#530)**

The Parking System Revenue Fund is used to account for the provision of parking in the City. All activities necessary to provide such services are accounted for in this fund, including administration, operations, maintenance, capital improvements, enforcement, and billing and collection. Revenue sources include charges for service (parking fees), fines and penalties, and interest income.

The current commuter and paid permit parking inventory consists of 1503 spaces in five garages/parking decks and a variety of surface lots. Debt service obligations associated with the construction of these parking spaces (2013, 2014, 2015 and 2017A General Obligation Bond Series) have been funded by transfers from the Capital Improvement Fund as well as residual monies related to the Redevelopment (TIF I) Funds.

## **CAPITAL PROJECTS FUNDS**

### **REDEVELOPMENT PROJECTS FUND -TIF I (#310)**

The Redevelopment Projects Fund (TIF I) is used to account for the tax increment revenues used for the redevelopment of the City's downtown tax increment financing district. Revenue sources include property tax increment revenues and interest income. Capital outlay for land acquisition, streetscape improvements, parking improvements, facade renovations and other public improvements are the primary expenditures of the fund. The TIF was closed on March 19, 2018.

### **RT. 83 COMMERCIAL DEVELOPMENT FUND - TIF III (#325)**

The Rt. 83 Commercial Development Fund (TIF III) is used to account for the tax increment revenues used for the development of the City's Rt. 83 tax increment financing district. Future expenditures include debt service payments, administrative fees, and capital outlay for other public improvements. Proceeds from the 1998 general obligation bond issue and property tax increment revenues have funded the development of the Rt. 83 TIF district.

### **NORTH YORK STREET DEVELOPMENT FUND - TIF IV (#330)**

The North York Street Development Fund (TIF IV) is used to account for the tax increment revenues used for the development of the City's North York Street tax increment financing district. Expenditures include economic development incentives, administrative fees, the purchase of property within the TIF district and other public improvements. Proceeds from the City's line of credit will fund development expenditures prior to the receipt of property tax increment. Projected fund deficits will be financed through future receipts of incremental taxes.

## **FUND DESCRIPTIONS (CONTINUED)**

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### **CHURCH ROAD/LAKE STREET REDEVELOPMENT FUND - TIF V (#335)**

The Church Road/Lake Street Redevelopment Fund (TIF V) is used to account for the tax increment revenues used for the redevelopment of the City's Church Road/Lake Street tax increment financing district. Expenditures include economic development incentives, administrative fees, and interest expense. Funds from the City's Industrial Development Fund (TIF II) were transferred to the Church Road/Lake Street Redevelopment Fund (TIF V) in FYs 2016 and 2017. Proceeds from the line of credit will also fund development expenditures prior to the receipt of property tax increment. Projected fund deficits will be financed through future receipts of incremental taxes.

### **DOWNTOWN TIF FUND (#340)**

The Downtown TIF was established on March 19, 2018 and the Fund is used to account for the tax increment revenues used for the redevelopment of portions of the City's Downtown area within the TIF boundary. Revenue sources include property tax increment revenue. Façade renovations and other public improvements are the primary expenditures of the fund.

### **STORMWATER FUND (#305)**

The Stormwater Fund is used to account for the proceeds of fees paid in lieu of meeting stormwater detention requirements for new public and private infrastructure improvements, home rule sales tax (25% of total as of July 1, 2016), General Obligation Bond proceeds and to account for transfers from the General Fund and Capital Improvement Fund. Capital outlay for stormwater related improvements (including above ground storage at park and school district sites) are the primary expenditures of the fund. Expenditures for the comprehensive stormwater (flood control) plan and the acquisition of property have also been allocated to this fund.

## **DEBT SERVICE FUNDS**

### **DEBT SERVICE G.O. BONDS FUND (#405)**

The Debt Service General Obligation (G. O.) Bonds Fund is used to accumulate monies for repayment of debt for the Corporate Purpose Projects General Obligation Bonds allocated to Governmental Funds (2008, 2009, 2009A, 2012, 2013, 2014A, 2014B, 2015, 2016, 2017A and 2018). Debt service is financed from General Fund revenues (#110), Capital Improvement Fund revenues (#111), Stormwater Fund revenues (#305), Redevelopment Project Fund revenues (#310 – last year 2018) and Rt. 83 Commercial Development Fund revenues (#325 – last year 2017).

*Note: The Elmhurst Public Library, a Component Unit, finances the debt service for a portion of the 2013 and 2014A G. O. Bonds (Fund #219).*

### **BOND & INTEREST 2006 REVENUE REFUNDING BOND FUND (#416)**

The 1998 Revenue Bonds were refunded in 2006. The Bond & Interest 2006 Revenue Refunding Bond Fund is used to account for the 2006 Revenue Refunding Bond proceeds of \$17,860,000, issuance costs, debt service for this borrowing and interest income. Net bond proceeds from the original 1998 Revenue Bonds were loaned to the developer of the Rt. 83 commercial center development in November, 2000. Debt service is financed by the developer through tenant lease payments. In March 2018, the developer chose to advance to the City the remaining debt service payments and the City defeased the issue.



## **FUND DESCRIPTIONS (CONTINUED)**

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### **TRUST & AGENCY FUNDS**

#### **POLICE AND FIREFIGHTERS' PENSION FUNDS (#750 and #760)**

The Police and Firefighters' Pension Funds are used to account for the accumulation of resources to be used for retirement annuity payments at appropriate amounts and times in the future. These funds do not account for certain administrative costs of their system, which are borne by the General Fund. Resources are contributed by employees at rates fixed by law and by the City at amounts determined by an annual actuarial study.

#### **GLOS MAUSOLEUM FUND (#720)**

The Glos Mausoleum Fund is used to account for the monies donated to the City for the upkeep and maintenance of the Glos Mausoleum.

#### **WORKING CASH FUND (#770)**

The Working Cash Fund is used to account for temporary loans made by the Working Cash Fund to other funds when the City deems it necessary. Miscellaneous one time revenues and interest income are the primary sources of revenues for this fund. The Working Cash Fund Policy states that the minimum fund balance in the Working Cash Fund will be \$800,000 and the maximum balance will be \$1,000,000. Funds in excess of the maximum fund balance will be transferred to the General Fund.

During fiscal years 2008/09 and 2009/10, \$950,000 was transferred from the Working Cash Fund to the General Fund to alleviate the financial stress of the General Fund. Starting in FY 2011, five annual payments of \$190,500 (plus interest) were transferred from the General Fund to the Working Cash Fund to repay the loan. The final payment was made in FY 2014.

## **A**

**Abatement:** A partial or complete cancellation of a tax levy imposed by the City.

**Accrual Basis:** A basis of accounting utilized by proprietary fund types and pension trust funds where revenues and additions are recorded when earned versus received and expenses and deductions are recorded at the time liabilities are incurred versus paid.

**Accrued Expenses:** Expenses incurred but not due until a later date.

**Annexation:** The incorporation of land into an existing City with a resulting change in the boundaries of that City.

**Appropriation:** A specific amount of money authorized by the City Council to make expenditures and incur obligations for specific purposes, frequently used interchangeably with expenditures. An appropriation is limited as to amount and time.

**Assessed Value:** A valuation set upon real estate or other property by the Township Property Appraiser as a basis for levying taxes.

**Assigned Fund Balance:** The portion of a Governmental Fund's fund balance to denote an intended use of resources, or for all remaining fund balance in non-General funds.

**Audit:** A systematic collection of sufficient, competent evidential matter needed to attest to the fairness of the presentation of the City's financial statements. The audit tests the City's account system to determine whether the internal accounting controls are both available and being used.

**Available Fund Balance:** That portion of fund balance collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

## **B**

**Balance Sheet:** That portion of the City's financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date.

**Balanced Budget:** The characterization of the status of a fund whose budgeted expenditures do not exceed the total of its budgeted revenues and unreserved, undesignated fund balance at the beginning of the year.

**Basis of Accounting:** A term used when revenues, expenditures, expenses, transfers, assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on the cash, modified accrual or the accrual method.

**Basis of budgeting:** A method used to determine the recognition of Revenues and Expenditures for the budgetary process.

## Glossary

**Benchmarking:** Comparing one's own performance to that of their past performance or to that of comparable communities.

**Bond:** A written promise to pay a specified sum of money, called face value or principal, at a specified date in the future, called maturity date, together with periodic interest at a specified rate.

**Bond Rating:** An assessment of the likelihood that a bond issuer will pay the interest on its debt on time. Bond ratings are assigned by independent agencies, such as Moody's Investors Service. Ratings range from Aaa (highest) to D (in default). Bonds rated below B are not investment grade and are called high-yield or junk bonds. Since the likelihood of default is greater on such bonds, issuers are forced to pay higher interest rates to attract investors. Standard & Poor's has given the City's general obligation bonds an AAA rating – considered the highest quality grade bonds with extremely strong capacity to meet the City's financial commitments.

**Bond Refinancing:** The payoff and re-issuance of bonds, to obtain better interest rates and or bond conditions.

**Bonded Debt:** The outstanding principal portion of bonds.

**Bonding:** The act of borrowing money to be repaid, including interest, at specified dates.

**Budget:** A financial plan of operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing those expenditures. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

**Budget Calendar:** The schedule of key dates or milestones, which the City departments follow in the preparation, adoption and administration of the budget.

**Budget Document:** Instrument used by the budget-making authority to present a comprehensive financial plan of operations to the City Council.

**Budgetary Control:** The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

**Business-type activities:** One of two classes of activities reported in government-wide financial statements. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. These activities are usually reported in enterprise funds.

## C

**Capital Expenditure Budget (CEB):** A Capital Expenditure Budget is a five-year plan used to identify needed capital improvements and to coordinate the financing and timing of those improvements.

**Capital Improvement Fund (CIF):** A fund established in order to account for the financial resources and costs for major capital expenditures that are necessary to maintain or develop the physical assets of the City.



## Glossary

**Capital Outlay:** Items identified as those expenditures of \$15,000 or more that result in the acquisition or construction of fixed assets intended to be held or used for a period of three years or more.

**Capital Project Fund:** A fund established in order to account for the financial resources and costs associated with the construction of major capital facilities or other major capital improvements other than those financed by Proprietary Fund types.

**Cash basis of accounting:** Basis of accounting that recognizes transactions or events when related cash amounts are received or disbursed.

**Cash Management:** A reference to the activities of forecasting inflows and outflows of cash, mobilizing cash to improve its availability for investment, and investing temporary cash balances in order to achieve the highest interest and return available while minimizing risk to principal.

**Census:** An official population count of all or part of a municipality by the federal government. An official census count determines the amount of revenues that the City receives from the State for certain major revenue sources.

**Charges for Service:** User charges for services provided by the City to those specifically benefiting from those services.

**Client:** An information technology term used to describe a personal computer or similar device that processes and/or receives information.

**Collector Street:** A term used to define a roadway in the City of Elmhurst, which provides for traffic movements between local and major streets in a transportation network.

**Committed Fund Balance:** The portion of a Governmental Fund's fund balance with self-imposed constraints or limitations that have been placed by formal action at the highest level of decision making.

**Commodities:** Items which, after use, are consumed or show material change in, or an appreciable impairment, of their physical condition, and which are generally of limited value and characterized by rapid depreciation. Examples include office supplies, maintenance supplies, gasoline, etc.

**Component Unit:** A component unit is a legally separate organization that a primary government must include as part of its financial reporting entity for fair presentation in conformity with GAAP. The Elmhurst Public Library is a component unit of the City of Elmhurst because the Elmhurst City Council appoints the Library's Board of Trustees, approves the Library's tax levy and budget, and is ultimately responsible for any debt issued for the Library.

**Comprehensive Annual Financial Report (CAFR):** A governmental unit's official annual report prepared and published as a matter of public record, according to governmental accounting standards.

**Comprehensive Plan:** An official public document adopted by the local government as a policy guide to decisions about the physical development of the community. It is a general long range physical plan.

## Glossary

**Contingency:** The appropriation of reserve funds for future allocation in the event specific budget allotments have expired and additional funds are needed.

**Contractual Services:** Expenditures for services which are obtained by an express or implied contract.

**Corporate Property Tax:** The Corporate Property Tax is the tax levied by the City on all property in the City that is subject to property taxation which is used or designated for general use, employee pensions, ambulance services and fire protection services.

## D

**DUCOMM:** DuPage Public Safety Communications. An organization providing regional police and fire dispatch services to many municipalities in the DuPage County area. The City of Elmhurst is a member of DuComm and pays its share of annual fees to the organization, which are located in both the police and fire department budgets.

**Debt:** A financial obligation from the borrowing of money.

**Debt Ratio:** Ratios that provide a measure of assessing debt load and ability to repay debt, which play a part in the determination of credit ratings. They are used to evaluate the City's debt position over time and against its own standards and policies.

**Debt Service:** The payment of principal and interest on borrowed funds.

**Debt Service Funds:** Used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Deficit:** Most commonly used to describe an excess of expenditures over revenues for a fiscal year. However, deficits are often planned for due to the use of accumulated monies for capital or other projects. In addition, municipalities often have accumulated cash balances which they intend to use to fund expenditures for a given fiscal year.

**Department:** An organizational unit responsible for carrying out a major governmental function, such as Police or Public Works.

**Depreciation:** The decrease in value of physical assets due to use and passage of time.

**Designated Unreserved Fund Balance:** For Governmental fund types it is the portion of fund balance that is spendable or available for appropriations, but which has been earmarked by the City Council for some specific purpose.

**Distinguished Budget Presentation Award:** A voluntary program administered by the Government Finance Officers Association to encourage governments to publish well-organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

## Glossary

**Draft Budget:** The preliminary budget document distributed to the City Council and available for inspection by the public which includes all of the budgets proposed by each Department along with any additional major capital projects or other major changes in operating levels approved by the City Manager.

## E

**Elasticity:** Increasing or diminishing readily in response to a changing stimulus. Sales taxes are very elastic because the amount of taxes collected increases with sales and decreases when sales are low. The stimulus is the economy, which has a direct effect on the purchasing power of citizens, which translates into sales tax revenues.

**Eminent Domain:** The power of a government to acquire private property for public purposes. It is used to obtain real property that cannot be purchased from owners in a voluntary transaction. When the power of eminent domain is exercised, owners normally are compensated by the government in an amount determined by the courts.

**Employee Benefits:** The City's portion of costs associated with employee retirement and insurance benefits and the City's tuition reimbursement program.

**Encumbrance:** The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

**Enterprise Fund:** Used to account for operations that are financed and operated in a manner similar to private business enterprises - where the costs of providing goods or services are financed or recovered primarily through user charges.

**EPA:** Environmental Protection Agency

**E-Pay:** An acronym used to describe the City's internet payment system where residents may pay their water/sewer bills or parking tickets by credit or debit card.

**Equalized Assessed Value (EAV):** The value of property resulting from the multiplication of the assessed value by an equalization factor to make all property in Illinois equal to one-third of its market value.

**ESDA:** Emergency Services & Disaster Agency

**Expenditures:** Payment by the City for goods or services that the City has received or will receive in the future.

**Expenses:** Charges incurred, whether paid or unpaid, resulting from the delivery of goods or services.

## F

**FEMA:** Federal Emergency Management Agency.



## Glossary

**FICA:** Federal Insurance Contributions Act. Monies paid to the federal government to fund for future social security benefits as may be defined by the government in future years.

**Façade:** The front, visible part, or most conspicuous component of a building. Elmhurst has implemented a facade improvement program for its downtown businesses, in an effort to revitalize the area.

**FICA (Federal Insurance Contributions Act):** Monies paid to the federal government for future social security benefits as may be defined by the federal government.

**Fiduciary Funds:** Funds that are used when a government holds or manages financial resources in an agent or fiduciary capacity.

**Fiscal Policies:** The City's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding.

**Fiscal Year (FY):** Any consecutive twelvemonth period designated as the budget year. The City's budget year begins on January 1 and ends December 31 of the calendar year. On January 1, 2014 the City changed its' fiscal year end to a calendar year from a May 1 – April 30 fiscal year.

**Fixed Assets:** Assets of a long term character which are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, machinery, and other equipment.

**FOIA:** Freedom of Information Act

**Forecast:** The projection of revenues and expenditures usually for a time period that is greater than one year based on clearly defined assumptions and predictions related to future events and activities.

**Franchise Agreement:** An agreement between the City and a utility setting forth the terms and conditions under which a utility, such as a cable company, may provide a service to residents. A franchise agreement often provides compensation to the City for the use of the public right-of-way by the utility company.

**Franchise Fee:** A fee paid by public service businesses for use of City streets and property in providing their services to the citizens of a community.

**Full Accrual Basis:** The basis of accounting under which transactions are recognized when they occur, regardless of the timing of estimated cash flows.

**Fund:** Fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulation, restrictions, or limitations.

**Fund Accounting:** A governmental accounting system that is organized and operated on a fund basis.

## Glossary

**Fund Balance:** The fund equity of governmental funds. Changes in fund balances are the result of the difference of revenues to expenditures. Fund balances increase when revenues exceed expenditures and decrease when expenditures exceed revenues. Fund balance is often used to describe the total available financial resources in a governmental fund.

**Fund Types:** In governmental accounting, all funds are classified into eight fund types: General, Special Revenue, Debt Services, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

## G

**GASB:** Governmental Accounting Standards Board. An independent organization which has ultimate authority over the establishment of Generally Accepted Accounting Principles (GAAP) for state and local government. GASB members are appointed by the Financial Accounting Foundation (FAF), however the GASB enjoys complete autonomy from the FAF in all technical and standard-setting activities.

**GAAP:** Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

**GFOA:** Government Finance Officer's Association. An organization representing municipal finance officers and other individuals and organizations associated with public finance.

**GIS:** Geographic Information System. A collection of information regarding parcels of land typically organized by property lines.

**General Fund:** The general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund. Most services provided by the City including police protection, fire protection, street maintenance and snow plowing, forestry, engineering, administration, and building and code enforcement are accounted for in this fund.

**General Obligation (G.O.) Bonds:** Bonds that are backed by the "full faith and Credit" of a municipality. The taxing power of local government is pledged in the covenant of one of these bond issues.

**Goals:** A long-range desirable development attained by objectives designed to implement a strategy.

**Government Fund Types:** Funds that account for a government's "governmental-type" activities. These funds are the general fund, special revenue funds, debt service funds and capital projects funds.

**GPS:** Global Position System

**Grant:** Contributions of cash or other assets to be used or expended for a specified purpose, activity or facility.

## **H**

**Home Rule Municipality:** A home rule municipality may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of public health, safety, morals and welfare; to license; to tax; and to incur debt, unless preempted by the State of Illinois. A municipality is designated as a home rule municipality if its population reaches 25,000 or if the designation of home rule is approved by voters via a referendum.

**HTE:** The City of Elmhurst's primary computer applications software. Originally, the software was named after Harward Technical Enterprises, which was subsequently purchased by another firm.

## **I**

**ICMA/ILCMA:** International City/County Management Association and Illinois City/County Management Association. The professional and educational organization for chief appointed managers, administrators, and assistants in cities, towns, counties, and regional entities throughout the world. Since 1914, ICMA has provided technical and management assistance, training, and information resources to its members and the local government community. The management decisions made by ICMA's nearly 8,000 members affect more than 100 million individuals in thousands of communities; from small towns with populations of a few hundred to metropolitan areas serving several millions.

**IDDOI:** Illinois Department of Insurance. An agency of the State of Illinois responsible for, among other things, ensuring that the City of Elmhurst is complying with all state laws and requirements related to the locally administered Police Officers' Pension Fund and Firefighters Pension Fund.

**IDOL:** Illinois Department of Labor

**IDOR:** Illinois Department of Revenue

**IDOT:** Illinois Department of Transportation.

**IEPA:** Illinois Environmental Protection Agency.

**IMRF:** Illinois Municipal Retirement Fund. State retirement system established for municipal employees other than sworn fire or sworn police personnel.

**Income:** A term used in proprietary fund type accounting to represent: (1) revenues; or (2) the excess of revenues over expenses.

**Infrastructure:** The permanent foundation or essential elements of a municipality. Roadways are a component of a local government's infrastructure.

**Interest Earnings:** The earnings from available funds invested during the year.



## Glossary

**Interdepartmental Services:** An account used by the City to account for money received by the City's General Fund from other funds for their share of administrative overhead and other applicable expenditures that are accounted for in the General Fund.

**Interfund Transfer:** A transfer of funds or assets from one fund to another without equivalent flows of assets in return and without a requirement for repayment..

**Intergovernmental Revenues:** Revenues from other governments in the form of grants, entitlement, shared revenues, or payments in lieu of taxes.

**Internal Service Fund:** A fund-type used by state and local governments to account for the financing of goods and services provided by one department to another department, and to other governments, on a cost-reimbursement basis.

**Investment:** Securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

**Insurance Services Organization (ISO) Rating:** A rating which provides a measure of the readiness of the City's fire response for home insurance purposes. The City's ISO Rating is 2.

## **K**

**Kelly Day:** A term used frequently in the firefighting industry to describe the situation where a firefighter must take an additional day off, usually within a defined period of time such as 27 days, so that the firefighter does not work more regular hours than allowed within that time period.

**Kilowatt-Hour:** A kilowatt hour is a unit of measure used to describe the amount of electricity used for a defined period of time. State law now requires that the utility tax imposed by the City for electricity be based on the number of kilowatt-hours used instead of the gross charges.

## **L**

**Levy:** (Verb) To impose taxes, special assessments or service charges for the support of governmental activities, usually based on the assessed value of property. (Noun) The total amount of property taxes imposed by the City for a specific year.

**Liability:** Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed or refunded at some future date.

**Line Item:** A specific item or group of similar items defined by detail in a unique account in the financial records. Revenue and expenditure justifications are reviewed, anticipated and appropriated at this level.

**Liquidity:** The amount of cash and easily sold securities a local government has at one time.

**Long-Term Debt:** Debt with a maturity of more than one year after the date of issuance.

## **M**

**MFT (Motor Fuel Tax):** The Motor Fuel Tax is a tax on fuel consumption imposed and collected by the State. Distribution of the tax to municipalities is based on the municipality's certified population. Elmhurst's MFT revenue is recorded in a separate fund due to the restrictions on the type of expenditures that Elmhurst may fund with MFT revenues.

**Major Fund:** A classification given to a fund when the fund's total assets, liabilities, revenues or expenditures/expenses is equal to or greater than 10% of the total Governmental Fund or Enterprise Fund total of that category (whichever category the fund belongs to) *and* 5% of the total Governmental and Enterprise total combined for that category. The General Fund is always classified as a Major Fund. Funds which do not pass this test are considered a Nonmajor Fund.

**Mobile Data Terminals (MDT)** - Mobile Data Terminals are terminals that will allow police officers instant access from the squad cars to the National Crime Information Center. This will allow the officer to immediately check on stolen property or check a warrant.

**Modified Accrual Accounting:** A basis of accounting used by Governmental Fund types in which revenues are recorded when collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period, and, expenditures are recognized when the related liability is incurred.

**MUF:** Municipal Utility Fund.

**Municipality:** A term used to describe a unit of government in Illinois such as a city, village or town.

## **N**

**NPDES (National Pollution Discharge Elimination System):** As authorized by the Clean Water Act, the NPDES is the U.S. Environmental Protection Agency's permit program to control water pollution by regulating point sources that discharge pollutants into the waters of the United States.

**Net Assets:** Total assets minus total liabilities.

**Net Income:** Proprietary fund excess of operating revenues, non-operating revenues, and operating transfers-in over operating expenses, non-operating expenses, and operating transfers-out.

**Net Position:** Total assets plus deferred outflows minus total liabilities and deferred inflows.

**Nonmajor Fund:** A classification given to a fund when the fund's total assets, liabilities, revenues or expenditures/expenses is not equal to or greater than 10% of the total Governmental Fund or Enterprise Fund total of that category (whichever category the fund belongs to) *or* is not equal to 5% of the total Governmental and Enterprise total combined for that category. Funds which do pass this test are considered Major Funds.

**Non-operating Expenses:** Proprietary Fund expenses not directly related to the Fund's primary activity. An example would be interest expense.

## Glossary

**Non-operating Revenues:** Proprietary Fund revenues incidental to, or not directly related to the Fund's primary activities. An example would be interest income.

**Non-spendable Fund Balance:** The portion of a Governmental Fund's fund balance that is not available to be spent, either short-term or long-term, in either form or through legal restrictions.

### O

**Operating Budget:** A financial plan that presents proposed expenditures for the fiscal year and estimates of revenue to finance them.

**Operating Expenses:** Proprietary fund expenses that are directly related to the fund's primary service activities.

**Operating Income:** The excess of proprietary fund operating revenues over operating expenses.

**Operating Revenues:** Proprietary fund revenues that are directly related to the fund's primary service activities. They consist primarily of user charges for services.

**Ordinance:** A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily the statutes or charter will specify or imply those legislative actions that must be done by ordinance and those that may be by resolution. Revenue-raising measures, such as the imposition of taxes, special assessments, and service charges require ordinances.

### P

**Part-Time Officers:** Part-time employees utilized by the Police Department in a law enforcement-related capacity for special events and other situations as needed.

**Pension:** Future payments made to an eligible employee after that employee has left employment or retired. Pensions for police officers' and firefighters' are based on the number of years of service working for the City and the employee's rate of pay at the time the employee either left employment or retired.

**Per Capita:** Per capita is a term used to describe the amount of something for every resident within the City. Per capita calculations for Elmhurst are based on a population of 44,454 upon the results from the 2016 Special Census.

**Performance Indicators:** Specific quantitative and qualitative measures of work performed as an objective of the department.

**Personal Services:** Expenditures for salaries and wages paid for services performed by City employees.



## Glossary

**Portfolio:** A list of investments for a specific fund or group of funds.

**Private Sector:** Businesses owned and operated by private individuals, as opposed to government-owned operations.

**Public Sector:** The policies and procedures as conducted by local governments, states and the federal government.

**Property Tax:** A tax levied on the assessed value of real property. (See also Corporate Property Tax)

**Proprietary Fund Types:** The classification used to account for a city's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds.

**Public Hearing:** An official forum called for the purpose of soliciting input from residents, businesses, and other stakeholders regarding a topic, plan or document. Illinois State law requires municipalities to hold a public hearing on the budget for the coming fiscal year before the budget is approved by the Council.

## **R**

**RFP (Request for Proposal):** A document used to request specific information from vendors regarding the scope of goods or services they can provide to meet a specific need of the City as well as their proposed cost of providing those goods or services.

**Referendum:** The submission of a proposed public measure, law or question, which has been submitted by legislature, convention or council, to a vote of the people for ratification or rejection.

**Repairs & Maintenance:** All materials or contract expenditures covering repair and upkeep of City buildings, machinery and equipment, systems, and land.

**Reserve:** An account used to indicate that a portion of fund balance is restricted for a specific purpose. An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

**Restricted Fund Balance:** The portion of a Governmental Fund's fund balance that is subject to external enforceable legal restrictions.

**Revenue Bonds:** Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance.

**Revenues:** Funds or monies that the government receives. It includes such items as tax receipts, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, interest income and nonoperating monies.

## S

**SCADA (Supervisory Control and Data Acquisition):** Computer controlled system operation and information in regards to the City's water system.

**SSA (Special Service Area):** An area of property legally designated by the City which provides a means for the City to levy and raise property taxes only from those properties within the area for services that specifically benefit the area subject to taxation.

**Sales Taxes:** The City receives two types of sales taxes – one from the state and the other from a home-rule sales tax. The state tax rate is 1.0% and the local home rule sales tax rate is 0.75%

**Special Revenue Funds:** Funds used to account for revenues derived from specific taxes or other earmarked revenue sources which, by law, are designated to finance particular functions or activities of government and which therefore can not be diverted to other uses.

**Sworn:** A term used to describe fire and police personnel who are hired by the Board of Fire and Police Commissioners.

## T

**TIF (Tax-Increment Financing):** A redevelopment tool available for use by municipalities where the cost of capital improvements and development or redevelopment activity for a legally designated area are funded by the future property taxes, and in some instance sales taxes.

**TIF (Tax-Increment Financing) District:** A special district established to revitalize a deteriorating or underdeveloped area, funded through incremental property taxes.

**Tax Base:** The total value of all real and personal property in the City as of January 1 of each year, as certified. The tax base represents net value after all exemptions.

**Tax Levy:** The total amount of money to be raised by property taxes for corporate operating, debt service purposes or special service areas.

**Tax Rate:** The amount of property tax levied for each \$100 of assessed valuation.

**Taxes:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. The term does not include charges for services rendered only to those paying such charges, for example sewer service charges.

**Transfers:** Most typically used to describe the transaction when one fund sends money to another fund, such as the Capital Improvement Fund sending money to the General Fund for certain budgeted expenditures.

**Trust and Agency Funds:** Funds used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

**U**

**Unassigned Fund Balance:** available expendable financial resources in a governmental fund that are not the object of tentative management plan.

**Unreserved Fund Balance:** For governmental funds, it is the portion of fund balance that is spendable or available for appropriation.

**Unrestricted Net Assets:** That portion of net assets that is neither restricted nor invested in capital assets (net of related debt). Unrestricted net assets are typically used as the "fund balance" equivalent for Proprietary Funds.

**User Fees:** The payment of a fee for the direct receipt of a public service by the party who benefits from the service.

**W**

**Web Page:** An internet site that provides information and services and a means of communicating. The City's web site ([www.elmhurst.org](http://www.elmhurst.org)) provides a significant amount of information and services that residents can access 24 hours a day and seven days a week.

**WIFI:** Wireless Fidelity. The underlying technology of wireless computing and telecommunications devices.

**Working Capital:** This term generally refers to current assets minus current liabilities.

**WWTP:** Wastewater Treatment Plant.