

VILLAGE OF WILMETTE, ILLINOIS

ANNUAL BUDGET



FISCAL YEAR 2020

JANUARY 1 – DECEMBER 31, 2020



1200 WILMETTE AVE.
WILMETTE, ILLINOIS 60091

Incorporated September 19, 1872
Council/Manager form of government
Home Rule Municipality
Area in square miles 5.4
Number of full-time equivalent employees 219

Elected Officials

Robert T. Bielinski - President

Kathy Dodd – Trustee

Joel Kurzman – Trustee

Peter Barrow – Trustee

Senta Plunkett – Trustee

Daniel E. Sullivan Jr. – Trustee

Gina Kennedy – Trustee

Management Team

Timothy J. Frenzer

Village Manager

Michael Braiman

Assistant Village Manager

Jeff Stein

Corporation Counsel

Alejandra (Alex) Cease

Assistant to the Village Manager

John Adler

Community Development Director

Lisa Roberts

Asst. Community Development Director

Brigitte Berger-Raish

Engineering & Public Works Director

Guy Lam

Deputy Public Works Director

Dan Manis

Village Engineer

Jorge Cruz

Asst. Village Engineer

Nabil Quafisheh

Water Management Director

Nate Jordan

Asst. Water Management Director

Melinda Molloy

Finance Director

John Risko

Assistant Finance Director

Peter Skiles

Administrative Services Director

Ben Wozney

Fire Chief

Rob Brill

Deputy Fire Chief

Kyle Murphy

Police Chief

Pat Collins

Deputy Police Chief

VILLAGE OF WILMETTE ORGANIZATIONAL STRUCTURE

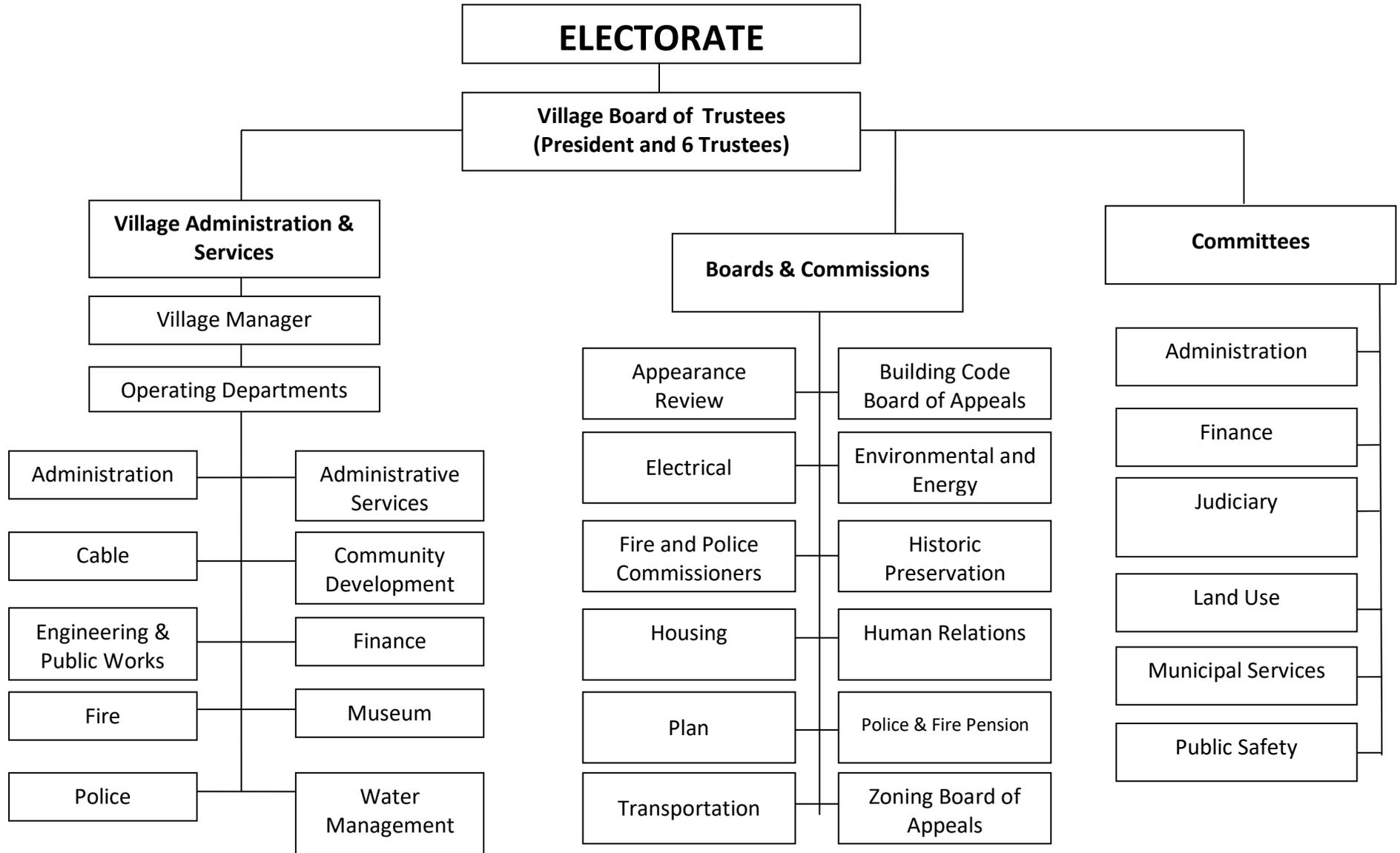


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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Wilmette
Illinois**

For the Fiscal Year Beginning

January 1, 2019

Christopher P. Morrill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Wilmette, Illinois for its annual budget for the fiscal year beginning January 1, 2019. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

BUDGET DOCUMENT OVERVIEW

Introduction

This section of the budget includes the Village Manager's transmittal letter and budget summary, a community profile, and a description of the Village's budget formulation process.

Cash Flow Projections

This section describes the Village's budget policy. This includes the basis for financial forecasts and how the appropriate level of working cash is derived for each fund.

Revenue and Expense Summary

This section describes the Village's financing sources and provides a historical perspective of the major revenues. Expenditures are also summarized by fund and a trend analysis of personnel expense, refuse collection expense, and debt service expenses are shown.

General Fund

The General Fund is used to account for all revenues and expenditures used to finance traditional services associated with municipal government which are not required to be accounted for in other funds. The main components of these expenditures consist of general government, public health and safety, and public works. The primary revenues used to finance these functions are the property tax, sales tax, utility tax, income tax, real estate transfer tax, refuse and other service charges, vehicle licenses and various construction permits. This section provides an overview of the general fund along with segments for each program and department.

Internal Service Funds

This section is used to account for internal service funds that include the municipal garage fund, insurance, workers' compensation, Illinois Municipal Retirement (IMRF), and the Section 105 fund.

Miscellaneous Funds

This section is used to account for miscellaneous funds such as general debt service, the motor fuel tax fund, and parking meter fund.

Pension and Trust Funds

This section is used to account for Firefighter's and Police pension funds.

Sewer and Water Funds

This section is used to account for the sewer and water funds. These funds account for water and sewer charge revenues used to operate and maintain the Village's water and sewer systems.

Debt Service

This section describes the Village's debt practices including the relationship between the Capital Improvements Program and the issuance of debt. There are complete detail schedules of all of the Village's existing debt service requirements.

Jurisdictional Stats

This section provides general statistical data regarding size, development and infrastructure. This section also includes a history of the property tax for all direct and overlapping governments, information regarding the Village's Equalized Assessed Valuation and a list of principal taxpayers.

Personnel

This section includes information on the Village's personnel expense. Included are the Village's Pay Plan, Personnel Budget Summaries, and Salary Worksheets for each department.

Capital Planning

This section contains a description of the Village's development of its Capital Improvements Program. All building and infrastructure improvements other than annual programs as well as new and replacement equipment in excess of \$10,000 are projected as a part of this plan.

Budget Glossary

This section provides definitions for terms used throughout the budget.

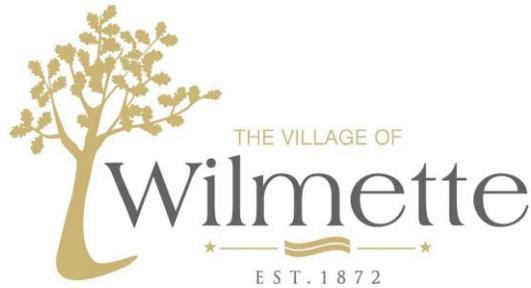
INTRODUCTION

This budget document is prepared to enable the Village President and Board of Trustees, residents of Wilmette, investors, creditors, and other governmental units to gain a complete understanding of the Village's programs and financial operations.

The Introduction Section of this budget document includes the Village Manager's transmittal letter and budget summary, a community profile, and a description of the Village's budget formulation process.

The introductory section is followed by two budget summary sections. The first describes the Village's financial policies and includes our long-range cash flow projections for all funds. This is followed by a summary of revenues and expenses, which includes trend analyses of the major items.

The five sections following the two budget summary sections describe all Village programs by fund. The last five sections of this budget document contain the Village's debt service projections, general jurisdictional statistics, personnel for all Village departments, capital planning which includes a summary of the Ten Year Capital Improvements Program, and a glossary.



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Wilmette, Illinois 60091-0040

OFFICE OF THE
VILLAGE MANAGER

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November 26, 2019

To the Village President, Trustees, and Residents of the Village of Wilmette;

On behalf of the Village staff, I am pleased to submit for your review and consideration the proposed Village of Wilmette 2020 Budget, covering the Village's fiscal year from January 1, 2020 through December 31, 2020.

The Village's continuing strong financial position is reflected in the 2020 Budget, and results from effective collaboration between the Village Board and the staff. The Village continues to benefit from budgeting practices that focus on reducing recurring expenses, identifying structural efficiencies, and taking a prudent, conservative approach to revenue projections. The Village closely monitors its revenue and expenses throughout the year, adjusting as needed to avoid unanticipated mid-year deficits.

Each year since 2009, the Village's financial position has steadily improved, thanks to a series of actions that demonstrate sound administration and financial planning:

- Maintenance of the Village's Aaa bond rating (Moody's highest possible rating), with its outlook upgraded from "negative" to "stable"
- Consistently meeting actuarially-required pension contributions, despite a 754% increase in public safety pension contributions since 1998
- Changing the Village's public safety pension funding policy to level off future contribution increases while beginning to pay down the unfunded liability
- Operating at reduced staffing levels while maintaining core Village services
- Approving balanced budgets and fortifying reserves – the General Fund reserve has increased since 2009 to \$14 million, or 39% of General Fund revenues
- Revitalization of downtown Wilmette, and investing in business promotion, lighting and streetscape improvements in multiple business districts in order to help generate economic activity and sales tax revenue
- Creation of a Capital Equipment Replacement Fund (CERF) to ensure timely replacement of critical equipment without fluctuations in the property tax levy

- Limiting or avoiding increases in fees and licenses by not increasing: sewer fees between 2015 and 2019; water rates for six of the last eight years; building permits since 2014; vehicle stickers since 2009; general business licenses since 2007; and ambulance fees since 2008

The Village's Financial Position

The Village's financial position is its strongest in decades, with General Fund reserves having improved to more than \$14 million, as compared to 2009 when its reserves dropped to just \$2.6 million during the Great Recession. As stewards of residents' tax dollars, the Village is committed to maintaining a reasonable reserve level that provides protection against known and unanticipated financial risks, mitigates future property tax increases, and reduces the long-term cost of major infrastructure projects by maintaining the Village's valuable Aaa bond rating.

Since the recession, the Village has taken a conservative, prudent approach to budgeting in order to ensure both accuracy and that projected revenue is attainable, rather than merely aspirational. This increase in reserves has been driven primarily by non-recurring building permit revenues, this conservative approach to budgeting, and commitment to limiting expenditures. The following highlights some of the many expense reductions implemented over the past decade:

- Implemented a two-tier pay plan for all non-union employees hired after January 1, 2011, and bargained for a similar plan for union employees in Police
- Subsequently amended the Tier II pay plan in 2017 to reduce annual salary growth, with a 50% reduction in annual step increases and corresponding increase in seniority needed to attain top-step
- Phased out the IRS Section 105 sick leave buy-back retirement program for non-union and police union employees hired on or after January 1, 2016 (a \$50,000 cost in today's dollars per each affected retiring employee)
- Reduced the number of full-time equivalent (FTE) positions from 229 to 218
- Eliminated annual performance bonuses for management staff
- Renegotiated the residential solid waste contract in 2018 to reduce rates, eliminate leaf collection expenses, and expand service offerings – saving the Village \$1.3 million over five years
- Privatized sanitarian services in 2017 and outsourced animal control in partnership with the City of Evanston
- Partnered with the Village of Glenview to outsource hosting of our 911 system
- Reduced the length of the Village's Leaf Collection Program
- Consolidated four volunteer boards and commissions
- Reduced the size of the Fire Department fleet in 2018, thereby removing more than \$2 million in vehicles from the capital improvement plan

While the Village has carefully and thoughtfully addressed expenses over the past decade, there are three primary challenges that we must keep at the forefront of our financial planning:

- Declining and stagnating recurring revenues
- Increasing debt obligations associated with long-term capital needs
- Public safety pension funding

Stagnating Recurring Revenues

The Challenge: While non-recurring building permit revenues have totaled more than \$5 million since 2012, recurring revenues, which are the backbone of the General Fund budget, have stagnated or declined. The Village Board has appropriately held the line on fee increases since the Great Recession, and Staff will continue to recommend no changes in major fees such as building permits and vehicle licenses over the next several years. This means that the Village is heavily reliant on the health of the overall economy to drive revenue increases.

Although most recurring revenues have recovered to their pre-recession levels, line items such as sales tax, real estate transfer tax, recurring building permits, and utility taxes have stagnated or declined. This challenge is further exacerbated by the changing retail landscape that is driving consumers to online retailers and leading to the closure and consolidation of brick and mortar retail businesses.

The Plan: Given this challenge, we have taken a conservative approach to revenue assumptions. In FY 2019, we accounted for the loss of \$400,000 in sales tax revenue while still balancing the budget. The FY 2020 Proposed Budget projects a further decline in non-property tax recurring revenues totaling \$84,000 from the FY 2019 estimated actuals. Future budgets will continue to take a prudent, conservative approach to recurring revenue projections. Recognizing that revenues are only one component to responsible budgeting, the Village has and will continue to closely monitor expenditures and implement changes such as those outlined on page two to ensure a balanced budget each and every year.

While the Village cannot control the regional economy, we can play an important role in facilitating economic development and investment in our community. The Village is intently focused on ensuring the long-term viability of our pre-eminent sales tax driver-Edens Plaza. To that end, the Village Board has amended the Edens Plaza zoning to prohibit any new service or fitness type uses in order to ensure the long-term retail character of the center. At the same time, Village Staff have been working closely with Newport Capital Partners, the new owners of Edens Plans, to ensure that our visions are aligned and that Edens Plaza remains a major sales tax generator for the Village.

Increasing Debt Obligations & Long-Term Capital Needs

The Challenge: In 2022, Wilmette will be celebrating its Sesquicentennial, marking its 150th anniversary. A community of this age requires significant ongoing investment in its infrastructure. Over the next decade, the Village projects to issue more than \$130 million in new debt to fund critical capital needs which include but are not limited to:

- Neighborhood Storage Stormwater System Improvements (\$68 million)
- Water Plant Improvements (\$34 million)
- Police Station (\$20-25 million)

Following completion of the \$24 million sanitary sewer improvements in 2014, which, to date, has kept more than 29 million gallons of mixed sanitary sewage and stormwater from backing up into west side residents' basements, the Village Board completed an intensive study of the storm sewer system west of Ridge Road. Following a value engineering evaluation, the Village Board elected to proceed with the Neighborhood Storage Improvement project that will provide much needed flood relief to thousands of Wilmette residents. The project will mitigate surface flooding for many storms and reduce the severity and duration of overland flooding for larger rain events. Low-lying areas, however, would still be subject to occasional flooding, but at a reduced depth and duration. This was the more affordable option under consideration, and was the option that could potentially be completed in the shortest amount of time thereby providing more immediate flood relief to many Wilmette homeowners.

In addition to these critical sewer projects, the Village must also address the condition of its roadway system. The diminished revenue situation during the recession necessitated deferred maintenance for several years, from which the Village has been working to catch up. Roads have also deteriorated more rapidly than anticipated over the last several years, due to several likely causes. Winters have been marked by warmer average temperatures combined with bouts of extreme "polar vortex" cold. Such conditions occurred in January and February 2019, with severe cold that the Chicago National Weather Service described as more severe than the famed "Chiberia" cold outbreak of 2014. The extreme late-January cold, including 52 hours of continuous sub-zero temperatures (with a low of -23°F), was followed by the temperature swinging up to +40°F's in the first week of February, and also accompanied by 13 days of consecutive snowfall over the last half of January. The snowfall also came at a time when new policies to reduce salt usage required streets to be plowed more frequently. Increases in construction costs as the economy recovered and the need for local-matching funds for major federally-funded projects (Hibbard & Skokie, Locust Road, Central Avenue), also adversely impacted the amount of street resurfacing work that could be performed annually. Based on the Engineering Division's analysis, the Village needs to invest at least \$500,000 more per year into the annual road program.

The Plan: The Village remains committed to long-term, strategic planning and has implemented a capital plan that ensures we maintain the quality of life Wilmette residents expect and deserve for generations to come and to do so in a manner that limits the impact on taxpayers.

In 2014, the Village Board unanimously voted to increase the Home Rule Sales Tax from 0.25% to 1.00%, effective January 1, 2015. With these revenues earmarked for critical Village infrastructure programs and police, fire and public works equipment, the Village established a recurring revenue source dedicated to fund a portion of these capital needs. In 2015, the Village Board created a Capital Equipment Replacement Fund (CERF), to ensure timely replacement of critical vehicles and equipment in future years, while also avoiding the periodic large swings in the property tax levy that happen when large items are purchased. Each year, 50% of non-recurring revenues and surplus funds is transferred, at the discretion of the Village Board, to the CERF.

- *Road Infrastructure Program*

Since 2015, the Village Board has added nearly \$800,000 to the annual road program. This was accomplished by allocating a portion of the 0.75% home rule sales tax increase in 2015 to the program as well as a \$0.03 increase in the local motor fuel tax and a 0.9% increase in the property tax levy in 2017. Annual funding is projected to increase by an additional \$1.75 million in 2026 as existing debt service is retired.

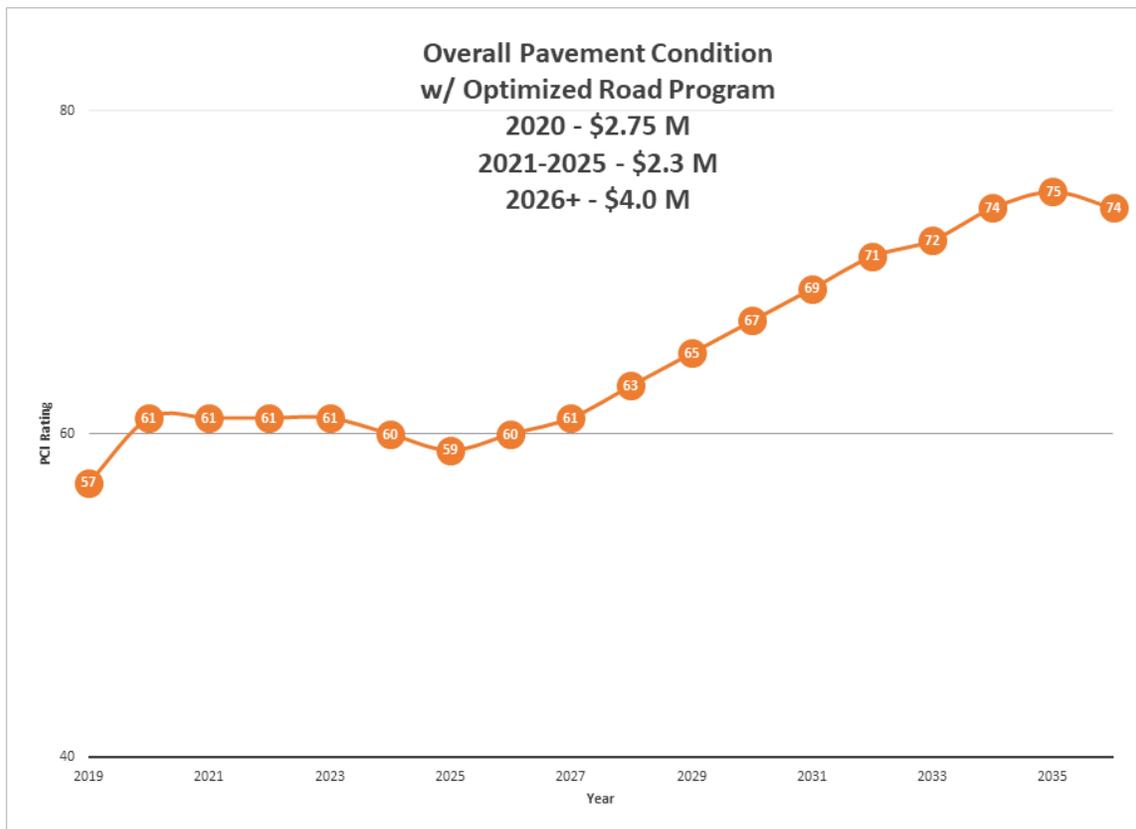
Despite this significant investment, the condition of the Village's roadways has degraded more than anticipated over the last three years. To prevent further degradation, and to steadily improve the roads until such time that the retired debt service is available, staff recommends a \$2.75 million road program in FY 2020, accomplished as follows:

- Keep the road program "whole"- fund the Central Avenue reconstruction, a project with a 50-year life expectancy, through bond proceeds and utilize General Fund reserves to fund the Village's share of the Skokie Valley Trail and Skokie/Lake intersection improvements between 2020 and 2022
- Levy an additional \$500,000 on the property tax to increase annual funding of the road program to \$2.3 million – the minimum level recommended by the Engineering Division
- Re-prioritize the FY 2020 engineering program:
 - Following a \$450,000 brick street renovation in 2019 (more than the average annual budget due to the length of Wood Court), defer this program in 2020 – this allows reallocation of \$320,000 to the 2020 road program
 - Following a \$750,000 alley program in 2019 (the average annual budget is \$550,000), the Village will have accomplished its goal of repairing all 'Serious' and 'Very Poor' alleys in 2020, reduce the number of alleys repaired in 2020 from four to three – this allows reallocation of \$110,000 to the 2020 road program

As such, the Engineering Program for FY 2020 is recommended as follows:

Program	FY 2020 Budget (\$)
Road Program	2,750,000
Road Program Engineering Services	170,000
Alley Maintenance (3 alleys)	450,000
Pavement Marking	50,000
Sidewalk Replacement	70,000
Brick Streets Maintenance	110,000
Street Patching	92,000
Brick Street Renovation	-
Curb Replacement	25,000
Pavement Rejuvenation	19,000
Crack Sealing	25,000
Traffic Calming	25,000
Total Program	\$ 3,786,000

This boost to the road program in 2020, coupled with additional investments in the roads from the Central Avenue reconstruction and Neighborhood Storage Improvements (Phase 1A), leads to a total investment of more than \$5 million in our roads for Fiscal Year 2020 – the largest one year investment in at least the last 20 years. As a result, the condition of the roads is projected to improve as follows:



Under the staff’s recommendation, the Village would revert in 2021 to an annual road program funding level of \$2.3 million (still a \$500,000 increase from 2019) and restore the brick street renovation and alley maintenance programs to their previous funding levels. However, this recommendation will be subject to change, depending on the impact of the upcoming winter on the road infrastructure, as well as whether there are other new or improved revenues that can be allocated in FY 2021 and beyond.

- *Police Station*

This generational project has been deferred since 2008, as the Village seeks to limit its impact on the property tax levy. Accordingly, the Police Station is anticipated to be replaced when existing debt service is retired. This will allow the Village to construct a new station, at a projected cost of \$20-25 million, without a corresponding increase to the property tax levy. Given the immediate need for additional funds for the road program, staff is recommending that the Police Station be replaced in FY 2027, thereby increasing road program funding to \$4 million beginning one year earlier than planned, in FY 2026.

Public Safety Pension Funding

The Challenge: As provided by State law, the Village has three defined-benefit pension plans that cover all qualifying employees. These include two locally managed funds, the Police Pension Fund (covering all sworn officers), and Firefighters Pension Fund (covering all sworn firefighters), and one statewide fund, the Illinois Municipal Retirement Fund (IMRF), which covers all other qualified employees. The benefits of all three of these pension plans are determined solely by the State of Illinois. This has been a contentious problem for municipalities, as the legislature has enhanced police and firefighter pension benefits without providing new sources of revenue to pay for them.

To understand the magnitude of the pension challenges, the table below displays the costs to the Village of public safety pensions since 1998, when the Illinois General Assembly approved benefit enhancements for public safety officers.

	1998	2019
Village Contribution	\$596,800	\$5,096,000 754% increase
Pensions as a % of Tax Levy	8%	27%
Pensions as a % of General Fund Expense	3%	14%
Total Pension Liabilities	\$-2.7 million (over funded)	\$56.5 million under funded
Funded Status	Police: 105.67% Fire: 106.90%	Police: 64.60% Fire: 60.80%

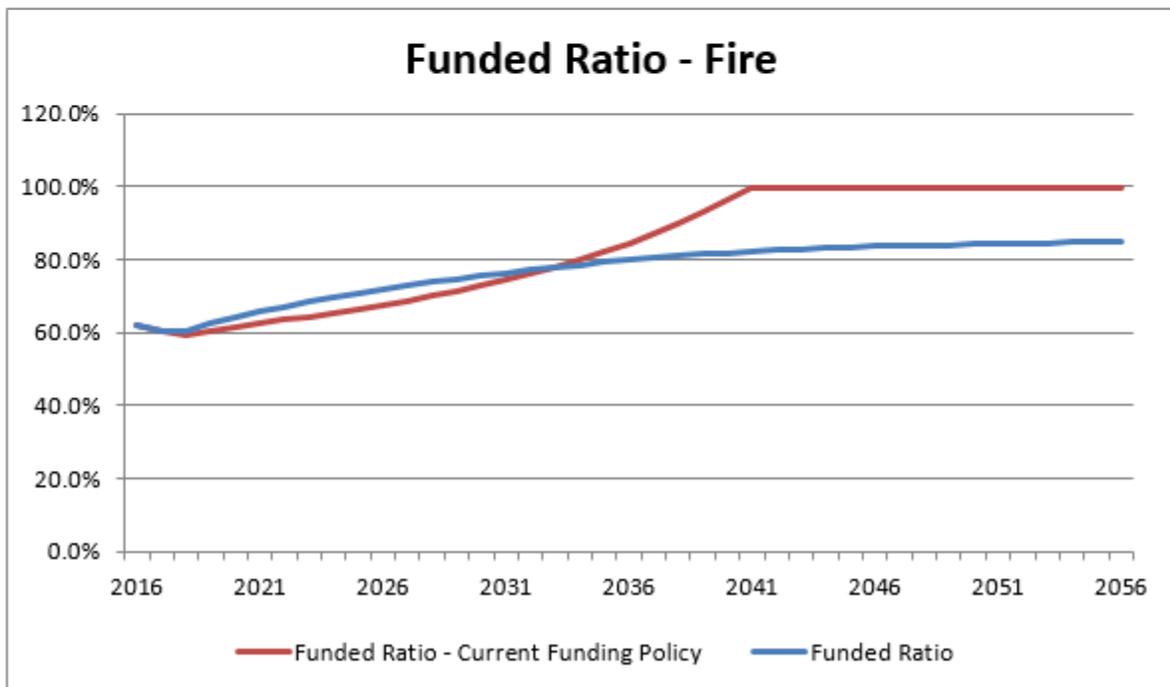
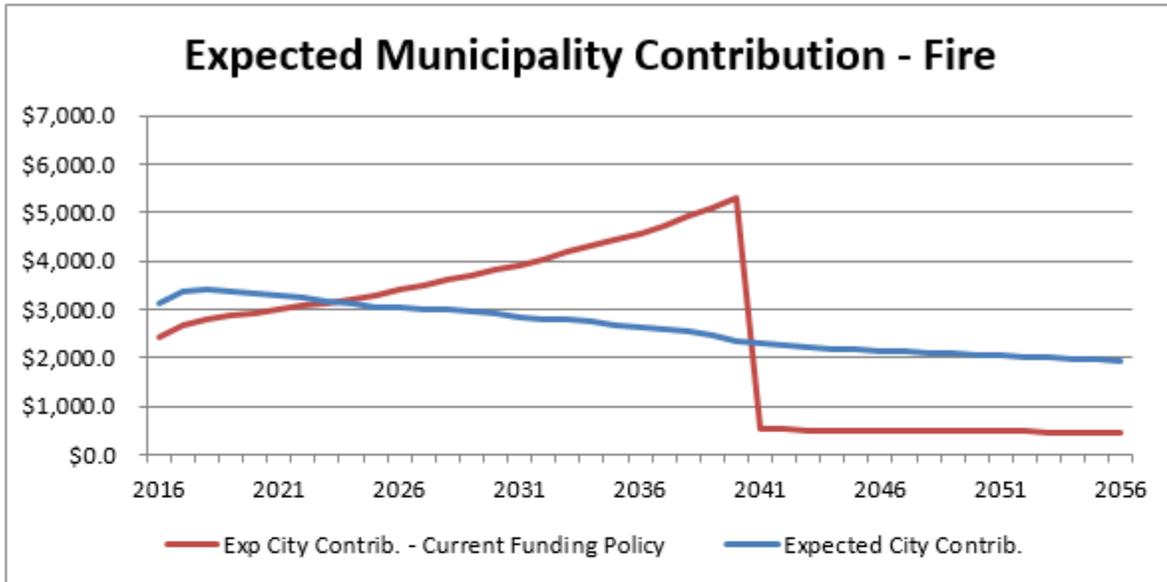
The table below demonstrates the cumulative history of the Village's pension expenses, showing the relative cost and budget impact of public safety and non-public safety pensions:

Village of Wilmette - History of Employee Pension Expense

Year	IMRF Employer Contributions	Police Pension Employer Contributions	Fire Pension Employer Contributions	Total Pension Contributions	Annual Percentage Change
1998	511,477	264,800	332,000	1,108,277	-1.6%
1999	488,454	260,000	360,000	1,108,454	0.0%
2000	425,404	277,000	465,000	1,167,404	5.3%
2001	272,326	378,000	541,000	1,191,326	2.0%
2002	223,799	511,000	638,000	1,372,799	15.2%
2003	127,141	624,000	748,000	1,499,141	9.2%
2004	373,520	774,300	818,350	1,966,170	31.2%
2005	568,877	789,400	1,078,808	2,437,085	24.0%
2006	663,056	860,000	1,118,000	2,641,056	8.4%
2007	707,886	1,016,400	1,245,800	2,970,086	12.5%
2008	687,857	1,112,000	1,394,000	3,193,857	7.5%
2009	702,537	1,300,000	1,620,000	3,622,537	13.4%
2010	745,407	1,540,900	1,880,700	4,167,007	15.0%
2011	827,091	1,752,700	2,152,600	4,732,391	13.6%
2012	934,951	1,843,600	2,217,700	4,996,251	5.6%
2013	1,041,673	1,800,000	2,211,300	5,052,973	1.1%
2014	1,148,105	1,800,000	2,200,000	5,148,105	1.9%
2015	1,072,680	1,763,100	2,296,000	5,131,780	-0.3%
2016	1,137,869	2,029,600	2,486,700	5,654,169	10.2%
2017	1,133,085	2,023,000	2,609,000	5,765,085	2.0%
2018	1,197,950	2,127,000	2,750,000	6,074,950	5.4%
2019 Est. Actual	975,000	2,273,000	2,823,000	6,071,000	5.3%
2020 Budget	1,249,690	2,397,000	3,039,000	6,685,690	10.1%
% Change from 2018	28.17%	5.46%	7.65%		
% Change from 1998	144.33%	805.21%	815.36%	503.25%	
23 Year Average Compounded Annual Growth					
	4.57%	11.64%	11.71%	9.40%	

The Plan: To address this challenge, the Village Board in 2019 completed a two-year review of long-term strategies to responsibly fund the public safety pension plans. With the goal of leveling off future contribution spikes while starting to pay down each plan's unfunded liability, the Village Board elected to implement a 15-year rolling amortization

schedule for the police and fire pension funds. The charts that follow illustrate how the Village's previous funding policy (red line in each chart) compares to the new rolling system (blue line in each chart) for the fire pension fund. The revised policy is projected to save the Village \$40 million in contributions over the next 20 years.



Public safety pension contributions are paid directly through a dedicated portion of the Village's property tax levy because it is stable enough to ensure the Village can meet its obligations. As such, the funding increases necessary to transition to a 15-year rolling amortization schedule will need to come from property tax increases. The table below

demonstrates the projected annual increase of the Village’s new policy, and how General Fund reserves will be utilized to limit the burden on property taxpayers:

Contribution Method	2019 (\$)	2020 (\$)	2021 (\$)	2022 (\$)	2023 (\$)
Current/Baseline	5,096,000	5,296,000	5,737,000	5,826,000	5,936,000
Transition to 15-Year Amortization from 2020 - 2023	N/A	5,436,000	6,081,000	6,419,000	6,550,000
Incremental Increase in Contributions	N/A	340,000	645,000	338,000	131,000
Projected General Fund Reserve Drawdown	N/A	\$200,000	\$500,000	\$550,000	\$50,000

The Impact of These Challenges on Wilmette Taxpayers

Addressing the challenges outlined above cannot be accomplished without increased contributions from our taxpayers- residents and business owners alike. For the past 10 years, the Village has done its best to be good stewards of taxpayer dollars and we remain committed to doing the same moving forward. To that end, it is imperative that we take a long-term view to how we will address these challenges. By planning ahead, we can limit the impact on taxpayers while ensuring adequate investment in our infrastructure.

The projections below include implementation of the Neighborhood Storage Improvement project, increased investment in the road infrastructure program (\$500,000), implementing the 15-year rolling amortization for the public safety pension funds, an annual water main replacement program beginning 2023, and continued annual investment in our sewer and water systems.

	2020	2021	2022	2023	2024
Tax Levy	4.99%	4.10%	5.11%	3.37%	3.55%
Water Rate	\$2.75/unit	\$2.75/unit	\$2.75/unit	\$2.75/unit	\$2.75/unit
Sewer Rate	\$4.40/unit	\$4.58/unit	\$4.58/unit	\$4.58/unit	\$4.58/unit
Stormwater Fee	\$144	\$175	\$292	\$325	\$380
Refuse Fee	\$23.75/month	\$24.35/month	\$24.35/month	\$24.35/month	\$25/month
Vehicle Fee	\$80	\$80	\$80	\$80	\$80

2019 Budget Performance and 2020 Proposed Budget

In 2019, the Village is projecting a \$1.5 million surplus, almost entirely driven by non-recurring permit revenues from large, one-time projects which helped to offset declines in sales tax, recurring building permits, real estate transfer tax, and utility tax.

This is the eighth consecutive year that the Village was able to improve its net revenue picture from the Budget and use conservative projections to its advantage. By building the reserve, the Village is able to fund one-time expenses with proven, not merely projected, positive net revenue. For FY 2020 and 2021, projects anticipated to be funded by the reserve include the phase-in of the public safety pension funding amortization discussed above, an update of the Village's Comprehensive Plan, and capital improvements such as the Skokie Valley Trail and the intersection at Skokie Boulevard and Lake Avenue (pending grant awards).

As part of the mid-year financial review, the Village Board challenged staff to present a balanced budget that adequately funded capital improvements and continued to limit the rate of increase in the Village's general operating portion of the property tax levy. Once again, the Village Board and the staff have focused throughout the year on finding economies, efficiencies and better processes to hold down or reduce spending, while still meeting the expectations of our residents for the exceptional services that distinguish Wilmette from other communities.

I am pleased to present you with a Fiscal Year 2020 Budget that, once again, meets these goals.

- The FY 2019 Operating Budget **is again balanced**. It projects no draw down on reserves for operations and in fact will assign \$423,000 to the Capital Equipment Replacement Fund.
- The FY 2020 Budget **again maintains all Village services**. It provides for the continued police, fire, public works and other services residents expect.
- The FY 2020 Budget provides for **capital funding for critical infrastructure improvements in Village neighborhoods**, including:
 - More than \$5 million for street resurfacing and related infrastructure improvements including:
 - Alley maintenance, brick street repairs, sidewalk and curb repairs, crack sealing, street patching, and pavement marking;
 - \$1.4 million in critical vehicle replacements, primarily funded through the CERF including:
 - Fire Department Ambulance
 - Self-Contained Breathing Apparatus (SCBA) for Firefighters
 - Public Works Large Snow Plow Dump Truck
 - Public Works Sidewalk Snowplow

- Four Police Squad Vehicles
- Funding for an update of the Village's Comprehensive Plan
- \$820,000 for sewer lining and rehabilitation
- \$5,000,000 for critical Water Plant electrical improvements, to be completed in (total project cost of \$8.9 million)
- While wages account for more than 30% of Village spending across all funds, wage growth in the General Fund is limited to 2.85%.
- A proposed 4% increase in the sewer rate after four consecutive years of no rate increases; the increase will fund continued ongoing capital repairs.
- No increase in the domestic water rate; in the last eight years, this is the sixth year the rate has been held flat.
- The Village's share of a resident's property tax bill will remain at about 12% of the total bill:



What follows is a more detailed discussion of how the Fiscal Year 2020 Budget was developed. This includes discussion of the revenue and expense challenges that were confronted in 2019 and will face the Village in 2020, the actions taken by the Village to address those challenges and the means by which we intend to, once again, balance expenses with revenue while still improving service and infrastructure in Fiscal Year 2020.

Process for Development of the Budget

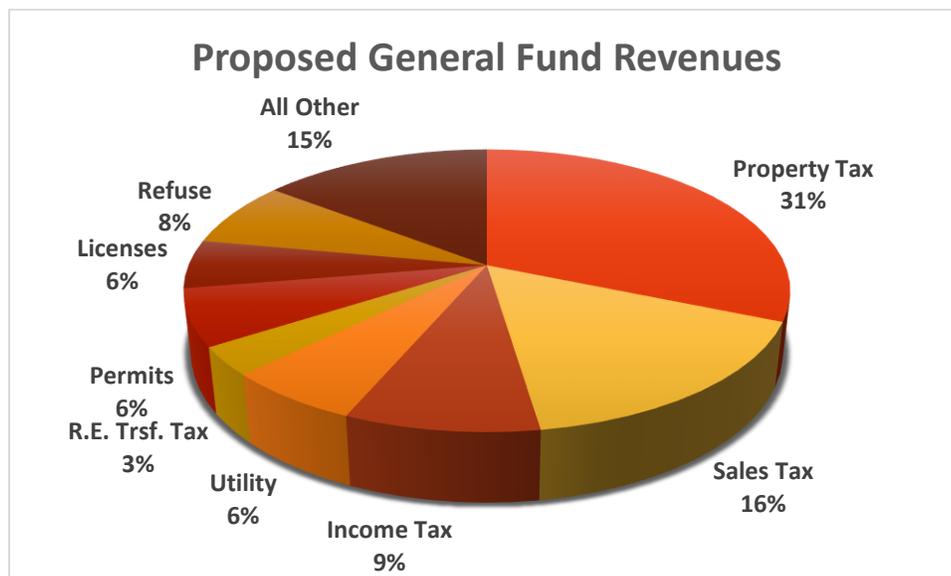
The 2020 Budget was developed by the Village's Budget Team consisting of Assistant Village Manager Michael Braiman, Finance Director Melinda Molloy, Assistant Director of Administrative Services John Prejzner, and myself. The Budget Team and the leadership of the Village's various departments worked closely together throughout the budget process to develop a 2020 Budget that would meet the expectations of the Village Board.

The Budget Team members met with every department to review and discuss that department's goals and objectives, capital needs and corresponding expenditure items. Each line item of the budget was closely scrutinized, down to the level of finding savings in every category possible. This part of our 2020 Budget process began January 1, 2019 – cost reduction efforts are a continuing process throughout the entire year.

2020 GENERAL FUND BUDGET

Overview of Key Revenues Influencing Budget Development

The following is a discussion of the key General Fund revenue sources that defray the operating expenses of the Village. The revenues used to support the operations of the Village are derived from the following:



Real Estate Property Tax

The single largest source of General Fund revenue is the real estate property tax. The Village's share of the average Wilmette resident's property tax bill is approximately 12%. While other revenue sources are subject to the condition of the national and regional

economies, this is a stable revenue source for the Village. However, in recent years property tax revenue projections have been reduced due to the large number of property tax refunds issued by the Cook County Board of Review and the Cook County Property Tax Appeals Board.

Each year, the Village Board tasks the administration with limiting the rate of growth in the general operating portion of the tax levy. Other portions of the levy, such as required pension contributions and pre-existing debt service, cannot be reduced. The component elements of tax levy growth may be described as follows:

General Operations	1.43%
Add'l for Road Infrastructure	2.69%
Debt Service	0.12%
Pension Funding Obligations	0.75%

Since 2009, the average increase to the property tax levy has been 3.78%; during this time, the only two years the levy increase has exceeded 4% was when additional funds were allocated to the annual road program (FY 2016 and 2019).

Real Estate Transfer Tax

Local real estate transfer tax receipts have declined each of the last three years, and FY 2019 estimates are back to 2013 levels; this is a 7% decline from 2018. These tax receipts are impacted by both a lower volume of sales and declining home sale prices. Should the volume of sales slow further and price reductions continue, this could have a significant impact on the Village's budget.

Accordingly, the 2020 Budget projection reflects a further 1% decrease from the 2019 estimated actual. While this is a conservative approach, Staff believes the figure is justified based on recent trends.

Building Permits

Recurring building permit revenue performance had been fairly consistent since 2013. However, in 2019, recurring permit and associated revenues are projected to be \$275,000 less than 2018. While 2019 estimated actuals are within the \$1.9 - \$2.3 million range experienced over the past five years, the estimates are at the very low end of the range and coupled with the decline in real estate transfers noted above, the 2020 Budget projects a 3% decline in recurring permit revenues.

While recurring permit revenues have remained fairly stagnant, or declined, since 2013, large non-recurring permits, primarily attributable to new home construction along Lake Michigan, increased significantly in 2016, 2017, 2018, and 2019. The 2019 estimated total of \$1.04 million was nearly equal to the non-recurring permit revenue totals in the years 2013, 2014 and 2015 combined. While these revenues are good news, and have helped to put the Capital Equipment Replacement Fund (CERF) on solid footing for the next several years, they are also highly volatile and should not be relied upon in

future budgets. As such, \$100,000 in non-recurring permits is budgeted for FY 2020 and only \$30,000 for future fiscal years.

Sales Tax

Wilmette generally has a stable retail environment, with grocery stores and pharmacies among its largest sales tax producers. The Village's Home Rule Sales Tax rate is 1.0%, for an overall sales tax rate of 10.0%. The Village's tax rate is slightly above Glenview (0.75%), but below Skokie and Evanston (1.25%).¹ With the increase in the home rule sales tax in 2015, sales tax as a percentage of General Fund revenues increased from 12% in 2014, to 16% in 2019. While the growing level of sales tax as a percentage of the Village's budget helps to reduce the overall property tax burden on Wilmette residents, it does put the Village more at risk for revenue fluctuations tied to the overall health of the economy.

Despite sales tax increasing as a percentage of overall revenues, estimated receipts declined by \$430,000 (-7.5%) in FY 2019 largely due to the closure of the Carson's Department and Furniture Stores, Imperial Motors, and Treasure Island. While the Village is working hard to fill these vacancies, it is unlikely that all of this vacant retail space will be filled by sales tax generators (the former Carson's Furniture Store will be a medical facility). It is widely known that the retail climate is changing as consumers purchase more items online. Wilmette will continue to closely monitor sales tax receipts moving forward.

Until such time that replacements are found for the major sales tax generators that have closed, the Village will continue to budget sales tax as if no new revenues will be forthcoming. Fortunately, new State law will provide additional sales tax revenues due to changes in how internet purchases are taxed. The changes are effective July 1, 2020 and the FY 2020 budget assumes 2% growth in sales tax in part due to these new revenues.

Income Tax

Income tax receipts are distributed to local governments by the State of Illinois on a *per capita* basis. Revenues are highly dependent on the health of the economy. As unemployment decreases and investment income rises, income tax receipts increase. Income tax is the one recurring revenue source that has not stagnated or declined over the past several years. Despite the State of Illinois diversions that were continued in 2019, income tax receipts have performed better than anticipated, with revenues projected to be nearly \$270,000 over 2018. Accordingly, the FY 2020 budget assumes an increase of 2.0% from the 2019 projection.

- ***General Fund Budget Summary for FY 2020***

The Village's General Fund is its principal operating fund. It provides for the operations of the Fire, Police, Engineering & Public Works, Community Development, Law, Finance, Cable, Administrative Services, and Administration Departments. The following is a

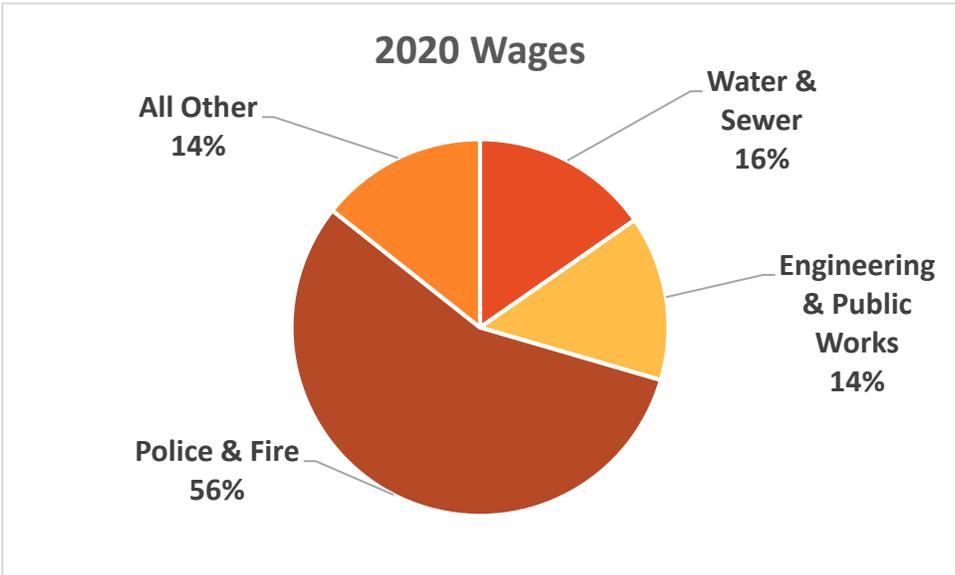
¹ On September 23, 2019, the Evanston City Council voted to raise its home rule sales tax from 1.0% to 1.25%, effective in 2020. It is currently 1.0%

summary of the 2020 General Fund Budget. The 2020 Operating Budget is balanced, honors all contractual commitments and maintains existing service levels.

General Fund Budget Summary

	2019 <u>Budget</u>	2019 <u>Projection</u>	Proposed 2020 <u>Budget</u>
Beginning Reserve	12,067,598	12,668,879	14,172,049
Property Tax Revenue	9,616,700	9,616,700	10,374,800
Sales Taxes	5,349,000	5,303,000	5,409,000
Service Charges	3,172,800	3,184,200	3,178,900
Income Tax	2,492,000	2,862,000	2,919,000
Utility Tax	2,100,000	2,056,500	2,053,000
Real Estate Transfer Tax	1,272,000	1,092,000	1,080,000
Permits	2,138,600	3,024,600	2,023,500
Licenses	1,804,500	1,874,500	1,836,500
All Other Revenues	5,525,655	5,632,060	5,290,710
Total Revenues	33,471,255	34,645,560	34,165,410
Wage Expense	17,506,300	17,512,425	17,991,925
Fringe Benefits	4,386,210	4,300,710	4,545,740
Refuse Program	2,380,840	2,373,835	2,385,870
Contractual Services	2,598,930	2,547,635	2,533,205
Commodities	736,435	814,765	776,485
Other Expense	1,848,240	1,828,765	1,816,090
Contingency	400,000	23,400	450,000
Engineering Allocation	2,894,205	2,926,500	3,259,460
CERF Expense	638,500	645,865	1,437,600
Other Capital Outlay	174,600	123,490	66,550
Non-Recurring Expenses	93,000	45,000	285,000
Total Expenses	33,657,260	33,142,390	35,547,925
CERF Reserve	1,473,000	2,242,680	1,278,439
Operating Reserve	10,408,593	11,929,369	11,511,095

Discussion of Personnel Wages & Fringe Benefits



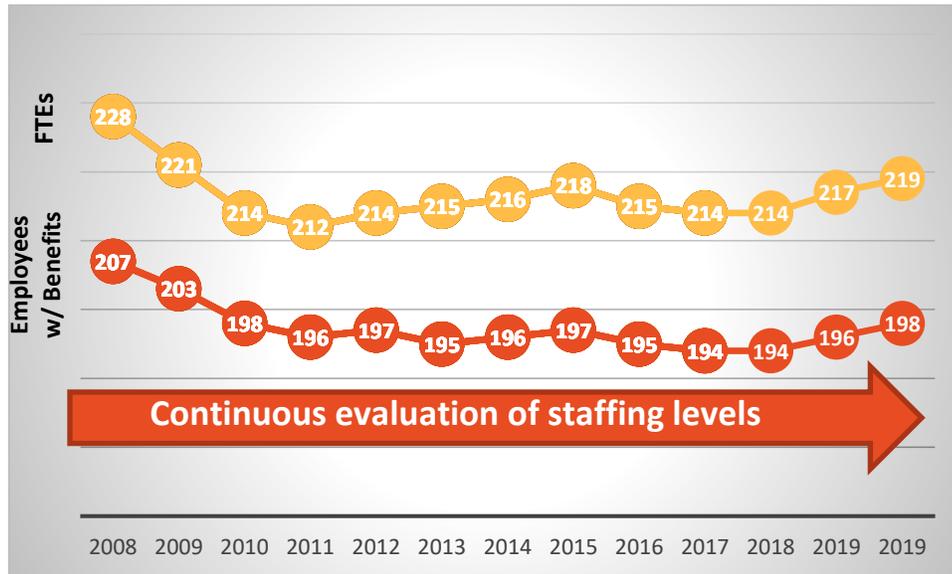
Because nearly 70% of General Fund expenses are tied to salaries and benefits, stabilizing the Village’s spending requires controlling this expense category to the extent practicable, recognizing the need to maintain adequate staffing to continue to provide public services. The Village has also implemented a two-tier pay program, so that newer employees see a slower rate of salary progression during their careers. Projections still meet the contractual obligations contained in the Village’s collective bargaining agreements covering members of the Police Department, which provides for a 2.25% wage adjustment.

A 2.25% wage adjustment is budgeted for all unrepresented employees to recognize, and is justified by, the continued maintenance of the existing two-tier pay plan covering unrepresented employees, by the sunset of the existing IRS Section 105 sick leave buyback benefit, which is now only applicable to employees hired prior to January 1, 2016, and by the flexibility the Village continues to have in years beyond 2020 to tailor future adjustments to respond to any changes caused by new State laws impacting local government revenue.

For 2020, the Village will be adding three new full-time positions: Public Works Management Analyst, Police Administrative Systems Analyst, and a Stormwater Utility Engineer. Much of the cost of these new positions will be offset by other personnel savings in the FY 2020 budget while the Engineer position will be fully funded by the new stormwater utility.

The Village tracks its staffing using two metrics. First, the Village monitors those employees eligible for benefits i.e. health insurance, pensions, etc. The second metric is the FTE count. Staff has taken significant efforts to reduce the number of benefit eligible employees while not compromising service delivery. Because of these efforts, the number of benefit-eligible employees is at one of its lowest in 25 years, at 198.

Below is a history of the Village's FTE staffing. The 2020 FTE staffing level remains at one of the lowest points since 1995.



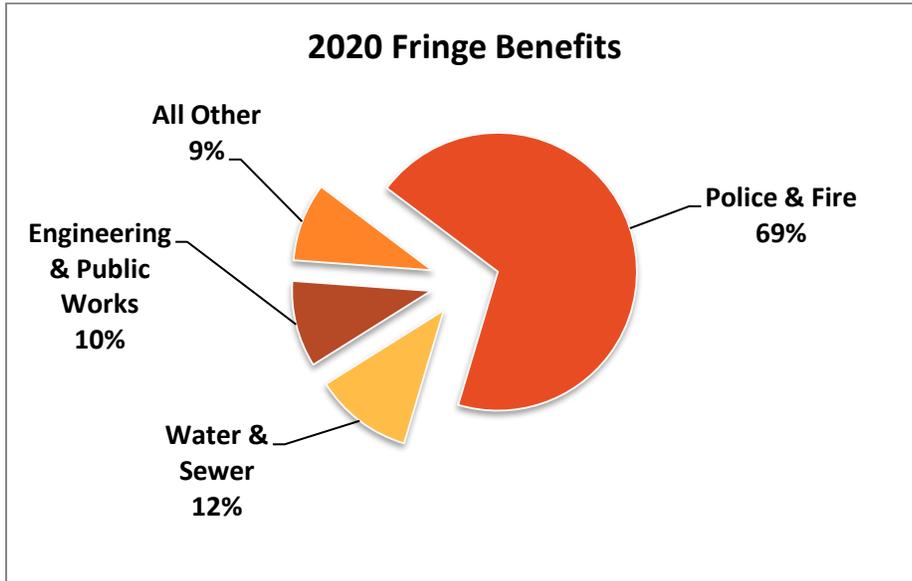
For FY 2020, wages (regular salaries and overtime) are projected to increase across all funds by 3% for a total of \$22.1 million, allocated as follows:

Fund Breakdown:	FY 2020 Budget	% Change
General Fund	17,991,925	2.8%
Water Fund	2,670,575	1.9%
Sewer Fund	723,675	15.4%
Parking Meter Fund	96,000	2.3%
Municipal Garage	657,525	3.6%
Totals	22,139,700	3%

The 2020 Budget for employee fringe benefits expense reflects a 5.6% increase. The following table summarizes the changes:

	FY 2020 Budget	% Change
Health Insurance	3,468,888	4.5%
FICA / Medicare	1,021,370	3.5%
IMRF	1,249,690	27.5%
Public Safety Pensions	5,436,000	6.7%
Other Employee Benefits	416,710	-29.7%
Total Fringe Benefits	11,592,658	5.6%

The departmental breakdown of fringe benefits cost is as follows:



Discussion of Future Years

Projections for 2021 and 2022 are contained with this submittal. Revenue assumptions for these years are conservative, which is appropriate given the stagnating revenues experienced since FY 2016 and the continued uncertainty regarding the State of Illinois. The revenue growth also currently projects tax levy increases for the 2021 (4.1%) and 2022 (5.1%) fiscal years.

Maintaining current service levels and appropriately funding capital needs will be policy decisions contingent on the economic conditions, and actions by the State of Illinois, over the next three years.

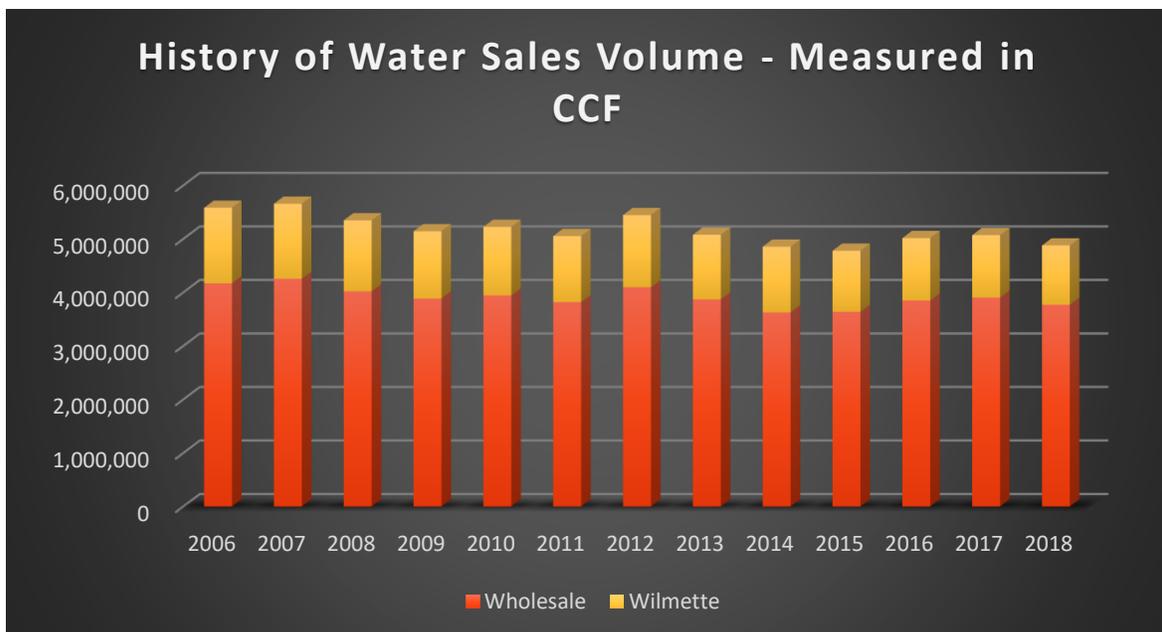
2020 WATER & SEWER FUND BUDGETS

The Village maintains two enterprise funds that account for the provision of water and sewer services to the residents of the Village. All activities necessary to provide such services are accounted for in this fund.

The Village's Department of Water Management provides safe and reliable water for more than 100,000 Illinois residents (projected to increase to 150,000 in mid-2020). The Village remains committed to investing in this critical community asset and has taken multiple steps over the past several years to ensure proper maintenance of this utility.

- **Discussion of Water/Sewer Fund Revenues**

The Water and Sewer funds are self-supporting "enterprise" funds. Wholesale water revenue is received from water sales to the Village of Glenview, the Illinois American Water Company, Village of Golf, and the Village of Kenilworth. Domestic water revenue and sewer revenue is generated by the water and sewer fees charged to Wilmette residents. In 2014, the Village extended its wholesale water contract with the Village of Glenview through 2050 and added North Maine Utilities as a new wholesale customer, beginning in mid-2020. The addition of North Maine will result in an anticipated \$1 million in new net wholesale revenue (\$500,000 in 2020). Over the past several years, water and sewer revenues have declined due to lower than projected water consumption. Beginning in 2010 the Budget assumed reductions in average consumption for both water and sewer to better match the revenues derived from actual usage and to reflect long-term trends. Reductions in projected consumption continued in 2011 and 2012 and took place again in 2015, reducing assumptions from 33.5 units to 33.3 units per household. The FY 2020 Budget assumes a 5% reduction in water consumption. Since 2004, water usage has reduced by more than 20%.



The above chart illustrates actual sales (measured in hundred cubic feet (ccf) from 2006 through 2018. Following drought conditions in 2005, a steady decline occurred through 2011 and again following a drought in 2012.

Water Rate

Given the new wholesale revenues anticipated to begin in mid-2020, and the staff's recommendation to defer an annual water main replacement program to FY 2023, no increase in the Village's water rate is necessary at this time.

In November 2013, a ten-year "set-aside" period ended for water plant improvements financed by the Village of Glenview in connection with redevelopment of Glenview Naval Air Station. Thus, these improvements were factored into the wholesale rate calculation, which increased by 9% in 2015 and another 5% in 2017 and 2019. There is a scheduled 5% reduction effective in 2020, as part of commencement of service to North Maine Utilities/Aqua, after which we expect wholesale water rates to be stable for several years.

Sewer Rate

Following two years of increases in the sewer rate to fund the \$24 million sewer improvement program in 2014 and 2015, there was no rate increase in 2016, 2017, 2018, or 2019. A modest 4% increase is proposed for FY 2020 to account for declining consumption and continuation of an aggressive sewer maintenance program to address aging infrastructure.

Stormwater Utility Fee

Beginning in fall 2019, the Village will be embarking on a four year, \$68 million Neighborhood Storage Improvement project to provide much needed flood relief to thousands of Wilmette residents. This project will necessitate a new funding source to pay the nearly \$4 million in projected annual debt service. Following a comprehensive study in 2019, the Village Board elected to implement a new stormwater utility fee that will charge properties a flat quarterly fee based on the measured impervious surface. The stormwater fee was selected as it is a stable and reliable revenue source while also being more reflective of a property's impact on the sewer system. The projected average annual residential fee in 2019 will be \$144. The fee will increase annually over the next several years as the project is implemented.

Capital Expenses

For the Fiscal Year 2020 Budget, the following capital expenditures are included in the Water and Sewer Fund Budgets to improve and maintain the Village's infrastructure:

Sewer Fund

- | | |
|--|--------------|
| • Phase 1A and 1- Neighborhood Storage | \$23,000,000 |
| • SWPS Electrical Improvements (Year 1 of 2) | \$400,000 |
| • Sewer Main Repairs | \$337,000 |

- Sewer Maintenance \$322,000
- Smoke Testing \$60,000
- SWPS Pump Renovations \$40,000

Water Fund

- Water Plant Electrical Imp. Phase 1 \$5,000,000
- Water Main Replacement \$2,920,000
- Distribution System Valve Improvements \$88,000
- Rebuild Water Plant High Lift Pump \$40,000
- Water Transmission Main Repairs \$21,000
- Water Main Surge Suppressors \$12,000

- ***Water and Sewer Future Years***

Complete long-range cash flows are included in this budget through the 2022 fiscal year. Revenue projections provide for no increase in the residential water rate in 2021 or 2022, with additional adjustments beyond that to be reviewed based on new revenues from North Maine Utilities, infrastructure needs, and the impact of the weather on overall fund performance. The wholesale rate is projected to decrease by 5% in 2020 and then hold flat for several years.

The sewer rate is projected to increase by 4% in 2021 with no increased anticipated in 2022 (weather dependent). As discussed, the stormwater utility fee will increase annually as the Village's debt obligations grow due to the Neighborhood Storage Improvements. The rate of increase will be dependent on the final cost of the project and the interest rates associated with the debt.

Acknowledgements

The desirability of living in Wilmette, and by extension to value of its residents' investments in their homes, depends upon the quality of the core public services provided by the Village. Safe water, safe streets, police protection, fire prevention and suppression, emergency medical services, emergency management, economic development, public health, and critical infrastructure including roads, sewers, and lighting, as well as a host of other essential functions and services, are all possible only through sound financial planning and stewardship. Each year, development of the budget is the annual process through which the public officials and professional staff work together to determine how to prioritize the community's many needs and align them with the limited resources available to provide for its needs, both that year and in the years thereafter. It is an annual assessment of our financial management of the community, a statement of our values, a demonstration of our capabilities, and a guidebook to what we intend to achieve.

On behalf of all the Village staff, I would like to express our sincere gratitude to each of the Village's elected public officials, past and present, recognizing that we have and continue to benefit from your collective direction, support, guidance and confidence. Your thoughtful, respectful and informed leadership and decision-making is respected by all the Village staff.

I am very proud of all the members of the staff, who serve Wilmette with professionalism and skill. I am continuously grateful for the opportunity to manage a team that displays so much dedication, integrity and commitment to the community. To each of the Village's department heads, I am grateful for your expertise and leadership, and for your hard work in preparing our Budget.

I finally wish to express my sincere gratitude to the Village's Budget Team: Mr. Braiman, Ms. Molloy, Mr. Prejzner. Their dedication and expertise are indispensable to the Village, and without their diligence and professionalism, the preparation of this budget would not be possible.

Respectfully submitted,



Timothy J. Frenzer
Village Manager

Village of Wilmette 2020 Budget Fee Schedule

	<u>2015 Budget</u>	<u>2016 Budget</u>	<u>2017 Budget</u>	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
Fines:						
Parking Fines	\$35	\$35	\$35	\$35	\$35	\$35
Returned Checks	Greater of \$25 or 10% of amount of NSF check	Greater of \$25 or 10% of amount of NSF check	Greater of \$25 or 10% of amount of NSF check	Greater of \$25 or 10% of amount of NSF check	Greater of \$25 or 10% of amount of NSF check	Greater of \$25 or 10% of amount of NSF check
Licenses:						
Sales of Vehicle Licenses	\$80	\$80	\$80	\$80	\$80	\$80
Truck Licenses	\$95	\$95	\$95	\$95	\$95	\$95
Sales of Taxi Licenses	\$125	\$125	\$125	\$125	\$125	\$125
Business Licenses	\$80/\$160/\$235	\$80/\$160/\$235	\$80/\$160/\$235	\$80/\$160/\$235	\$80/\$160/\$235	\$80/\$160/\$235
Late Fee- Business Licenses	\$160/\$320/\$470	\$160/\$320/\$470	\$160/\$320/\$470	\$160/\$320/\$470	\$160/\$320/\$470	\$160/\$320/\$470
Contractor Licenses	\$75 From \$1,000 to	\$80 From \$1,000 to				
Liquor Licenses	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Food Handler's License	\$175/\$305/\$435	\$175/\$305/\$435	\$175/\$305/\$435	\$175/\$305/\$435	\$175/\$305/\$435	\$175/\$305/\$435
Temporary Food Event	\$25 / \$50	\$25 / \$50	\$25 / \$50	\$25 / \$50	\$25 / \$50	\$25 / \$50
Late Fee- Temporary Food Event	\$50 / \$100	\$50 / \$100	\$50 / \$100	\$50 / \$100	\$50 / \$100	\$50 / \$100
Permits:						
*Building Permits	\$20.16/K + \$39 inspection					
*Right of Way Permits	\$62	\$62	\$62	\$62	\$62	\$62
*Electric Permits	Base of \$45+ fee / service install. Base of \$45 + \$8.00	Base of \$45+ fee / service install. Base of \$45 + \$8.00	Base of \$45+ fee / service install. Base of \$45 + \$8.00	Base of \$45+ fee / service install. Base of \$45 + \$8.00	Base of \$45+ fee / service install. Base of \$45 + \$8.00	Base of \$45+ fee / service install. Base of \$45 + \$8.00
*Plumbing Permits	per fixture					
*Dumpster Permits	\$45	\$45	\$45	\$45	\$45	\$45
*Fence Permits	\$39	\$39	\$39	\$39	\$39	\$39
*Roof Permits	\$39	\$39	\$39	\$39	\$39	\$39
*Tent Permits	\$79	\$79	\$79	\$79	\$79	\$79
*Swim Pool Permit Fee	\$20.16 per \$1,000 valuation					
*Private Spa Permit Fee	\$20.16 per \$1,000 valuation					
*Grading Permit	New Homes- Village Cost + 235; All Other- \$120	New Homes- Village Cost + 235; All Other- \$120	New Homes- Village Cost + 235; All Other- \$120	New Homes- Village Cost + 235; All Other- \$120	New Homes- Village Cost + 235; All Other- \$120	New Homes- Village Cost + 235; All Other- \$120
*Demolition Fee	\$2,256	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
*Plan Review Fees, Res	\$79 / \$118 / \$202	\$79 / \$118 / \$202	\$79 / \$118 / \$202	\$79 / \$118 / \$202	\$79 / \$118 / \$202	\$79 / \$118 / \$202
*Plan Rev Fees, Comm	\$202 / \$321	\$202 / \$321	\$202 / \$321	\$202 / \$321	\$202 / \$321	\$202 / \$321
*Inspections	\$39	\$39	\$39	\$39	\$39	\$39
*Permit Penalties	\$153 or 50%					
*Tapping fees	Village cost + \$45					
*Water meter fees	Village cost + \$45					
*Construction water fees	\$5.15/day	\$5.15/day	\$5.15/day	\$5.15/day	\$5.15/day	\$5.15/day
*Fire Plan Review Res, Comm	\$109 / \$169	\$109 / \$169	\$109 / \$169	\$109 / \$169	\$109 / \$169	\$109 / \$169
Planning and Zoning Filing Fees:						
*ZBA/ARC/PC fees	\$123-\$777	\$123-\$777	\$123-\$777	\$123-\$777	\$123-\$777	\$123-\$777
*Temp Use-six days +	\$123	\$123	\$123	\$123	\$123	\$123
*ARC-appear certificate	\$123	\$123	\$123	\$123	\$123	\$123
Service Charges:						
Refuse Charges	\$23.17 / month	\$23.17 / month	\$23.17 / month	\$23.75 / month	\$23.75 / month	\$23.75 / month
Ambulance Transport Fees	BLS \$450/ALSI \$550/ALSI\$700 - plus mileage \$7.50					
Burglar & Fire Alarm Service	Scaled Rate- Average is \$100					
*Elevator Inspections	\$79	\$79	\$79	\$79	\$79	\$79
*Elevator Plan Rev Fee	\$20.16 per \$1,000 valuation					
Yard Waste Stickers	\$2.25 per sticker					
Daily Metra Parking Fee	\$2.00	\$2.00	\$2.50/\$2.00	\$2.50/\$2.00	\$2.50/\$2.00	\$2.55/\$2.05
Vehicle Fuel Tax	0.01 cent per gallon	0.01 cent per gallon	0.04 cent per gallon			
Residential Water Rate	\$2.49 per 100 cub. ft.	\$2.61 per 100 cub. ft.	\$2.61 per 100 cub. ft.	\$2.68 per 100 cub. ft.	\$2.75 per 100 cub. ft.	\$2.75 per 100 cub. ft.
Residential Sewer Rate	\$4.24 per 100 cub. ft.	\$4.40 per 100 cub. ft.				
Stormwater Utility Fixed Fee	-	-	-	-	-	\$40 per year
Stormwater Utility ERU Fee	-	-	-	-	-	\$104 per unit

WILMETTE COMMUNITY PROFILE

The Village has long been known as one of the most prestigious residential areas in the Chicago metropolitan area. It is one of the eight Chicago suburban communities fronting on Lake Michigan and collectively referred to as "the North Shore." In addition to its lake front amenities with fine parks, recreational facilities and prominent schools, the transportation arteries serving the Village are outstanding.

History

The French trader Antoine Ouilmette settled in the area in the late 1790s. The development of Wilmette commenced in 1839 after the family of French trader Antoine Ouilmette abandoned land granted to them in appreciation of Mr. Ouilmette's efforts in settling the Indian wars. The land fronted on Lake Michigan in what is now Wilmette. The railroad was built through Wilmette in 1854. In 1872, the Village of Wilmette was incorporated and included approximately 525 acres. The area to the west of Wilmette was settled by immigrant farmers from Trier, Germany. That area was incorporated in 1874 as the Village of Gross Point. In 1919, the Village of Gross Point dissolved and much of it was annexed to Wilmette in 1924. The last significant annexation occurred in 1926 and included the area that is just west of what is now the Edens Expressway (Interstate 94).

Location

The Village of Wilmette is located approximately 15 miles north of downtown Chicago in New Trier Township with a small portion in Northfield of Cook County. The Village extends approximately five miles west from Lake Michigan and is approximately one mile wide (its area is 5.4 square miles). Its municipal neighbors include Evanston and Skokie to the south, Glenview to the west and Kenilworth and Northfield on the north. The Village of Winnetka and part of the western boundary of Wilmette are separated by an unincorporated, residential area.

Population

Wilmette is home to an estimated 27,087 people (2010 Federal Census). Children and youth aged 17 and younger make up 30% of the population. Persons age 65 and above, are 17% of the population. The median age is 44.8 years. People of Asian ethnicity make up 11% of the population while the Hispanic and African American population of Wilmette is 3.3% and .8%, respectively, of the total population. Wilmette's population is educated with 71% of the population 25 years and older having a Bachelor degree or higher.

The Jurisdictional Statistics Tab contains more general information regarding size, development, and infrastructure of the Village, a list of other governmental units serving the Village, and a list of the principal property tax payers.

BUDGET FORMULATION PROCESS

Overview

The Village of Wilmette's budget, when adopted by the Village President and Board of Trustees, becomes the official financial plan for the Village's operating departments. Consequently, this makes preparation of the budget one of the most important administrative duties performed each year. The information included in this section is designed to provide residents, elected officials and employees with an overview of the budget formulation process. Since the budgetary process involves all operating departments, advisory boards and commissions and Village Board members, this summary does not include every aspect of the budget formulation process. However, it can be used as a guide in understanding how the Village creates its annual budget.

The Village takes a collaborative approach to budget development that begins each July when the Village staff meets to review the budget schedule and discuss issues regarding the coming fiscal year. The budget process ends after the Village Board conducts a series of public meetings to review the proposed budget and approves the appropriations ordinance. Below is the schedule for the preparation of the 2020 fiscal year budget:

2020 Budget Formulation Process

1. Quarterly Financial Review – May 14

At a regularly scheduled Village Board meeting the first quarter budget performance is presented to the Village Board. The Budget schedule is also presented at this meeting.

2. Budget preparation papers distributed – June 7

Village staff responsible for the development of program budgets received packets detailing the budget schedule from the Budget Team (consisting of senior staff in the Village Manager's Office and the Finance Department).

3. Proposed department budgets submitted to Budget Team - July 12

Departments submit their proposed budgets to the Budget Team inclusive of activity measures, objectives and accomplishments, capital improvement modifications, account justifications, personnel change requests, and other "additional requests," which are requests outside of the normal annual operating expense of the program.

4. Mid-Year Financial Review & 2020 Budget/CIP Preview – July 23

At the Mid-Year Financial Review the Village Board meets, sitting as a Committee of the Whole, to review first-half budget performance, preliminary personnel projections for the upcoming budget year, review the ten-year capital improvement program, establishes tax levy parameters for the upcoming budget year and establishes water and sewer rate parameters for the upcoming budget year.

5. Department heads meet with Budget Team – July 31 – August 15

The Budget Team meets with department representatives to review the department's budget proposal.

BUDGET FORMULATION PROCESS

6. Budget presented to Village Board of Trustees - October 7

Once staff completes its review and revises the proposed budget accordingly, it is presented to the Village Board. By ordinance, the proposed budget must be presented by the Village Manager at a regular meeting of the Village Board. The proposed budget is also made available for public inspection at the local library and the Village Hall at this time.

7. Village Board Budget workshop - October 17

The Village Board, meeting as a Committee of the Whole, schedules as many as four public meetings to review the proposed budget with subsequent meetings held as needed to finalize any remaining matters that arise during the first meeting. In 2020, only one budget meeting was necessary to finalize the 2020 budget. The Mid-Year Financial Review meetings referenced above provided a framework from which Village staff worked when drafting the 2020 Budget.

8. Introduction and adoption of Ordinance adopting the annual budget- November 12 and November 26

The adoption of the budget ordinance is a two-step process that involves action at two separate regular Village Board meetings. The ordinance is introduced at the first meeting. The ordinance that is introduced is drafted from the originally submitted budget along with any changes that the Village Board recommended during the aforementioned Committee of the Whole meetings. The second regular Village Board meeting is designated as a public hearing as required by State statute and is the final opportunity to receive final public input regarding the budget. It is at the second meeting that the budget is passed into law.

9. Introduction and adoption of tax levy - November 26 and December 10

The adoption of the tax levy is a two-step process that involves action at two separate Village Board meetings. The tax levy is introduced at the first meeting, which coincides with the adoption of the appropriations ordinance. The tax levy ordinance is adopted by the Village Board at the second meeting. This is the final opportunity to receive public input regarding the levy. By Statute, the tax levy must be filed with Cook County by the fourth Tuesday in December.

Amending the Budget

The Village Code authorizes the Village Manager to delete, add to, change or create line items within funds budgeted previously to any department provided he notifies the Budget Officer who shall promptly document such revisions and report them as part of the regular financial reporting to the Village President and Board of Trustees. The Village Manager may not appropriate additional monies above the total appropriated for a given fund at the time the budget is adopted unless the budget is amended as set forth below.

(a) By a vote of two-thirds (2/3) of the members of the corporate authorities then holding office, the annual budget for the Village may be amended by deleting, adding to, changing, or creating funds or any item within the budget.

(b) No revision of the budget shall be made increasing the total budget in the event funds are not available to effectuate the purpose of the revision.

FUND DESCRIPTION AND PRESENTATION

The financial transactions of the Village are reported in individual funds. Funds are organized into three categories: governmental, proprietary, and fiduciary. Additionally, under GASB Statement No. 34, funds within these categories are considered major or nonmajor. A fund is considered major if it is the primary operating fund of the Village or meets the following criteria:

Total assets, liabilities, revenues, or expenditures / expenses of an individual governmental or enterprise fund are at least 10% of the corresponding total for all funds of that category or type, and

Total assets, liabilities, revenues, or expenditures / expenses of an individual governmental or enterprise fund are at least 5% of the corresponding total for all governmental and enterprise funds combined.

Governmental Funds

The Village maintains the following governmental funds:

General fund is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. For its size and as the primary operating fund of the Village, it is a major fund.

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Following the close out of the Village's War Memorial Fund in 2006, the Village maintains only one special revenue fund. The Motor Fuel Tax (MFT) Fund accounts for the revenues and expenditures for the operation and maintenance of street and storm water programs and capital projects authorized by the Illinois Department of Transportation (IDOT). Financing is provided by the Village's share of State motor fuel tax. Under the aforementioned guidelines, the MFT Fund is considered nonmajor.

Debt service funds are used to account for the periodic payment of principal and interest on general long-term debt. The Village maintains one debt service fund, which accounts for the accumulation of monies for the payment of general obligation debt service. This fund meets the guidelines to be classified as major.

Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by business-type/proprietary funds). The cumulative bond issues are expected to meet the guidelines for a major fund.

FUND DESCRIPTION AND PRESENTATION

Proprietary Funds

The Village maintains the following proprietary funds:

Enterprise funds are required to account for operations for which a fee is charged to external users for goods or services and the activity is (a) financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges, or (c) establishes fees and charges based on a pricing policy designed to recover similar costs.

The Village maintains two major proprietary funds, the Water Fund and the Sewer Fund, which accounts for the provision of water and sewer services to the residents of the Village. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service, billing and collections.

The Village also maintains a Parking Meter Fund, which accounts for all activity necessary for provision of parking in the Village, including, but not limited to, administration, operations, maintenance, financing and related debt service, billing and collections.

Internal Service funds are used to account for the financing of goods or services provided by an activity to other departments, funds or component units of the District on a cost-reimbursement basis. The Village maintains four internal service funds, the Municipal Garage Fund, the Employee Insurance Fund, the Workers' Compensation Fund, and the Illinois Municipal Retirement Fund (IMRF).

Fiduciary Funds

The Village budget contains the following fiduciary funds:

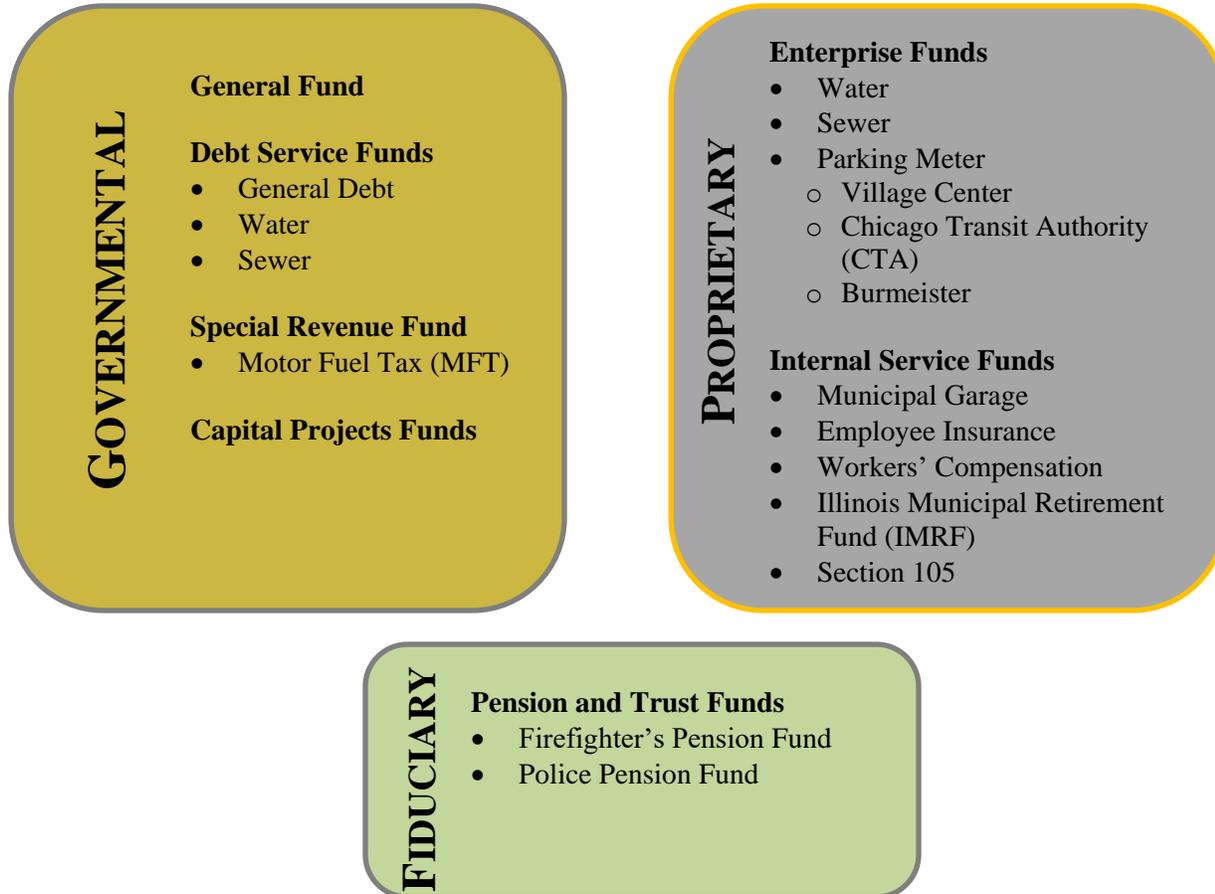
Two **Pension Trust Funds** are used to account for assets held in a trustee capacity by the Village for pension benefit payments. The Police Pension Fund accounts for the accumulation of resources to pay retirement and other related benefits for sworn members of the Village's police force. The Firefighters' Pension Fund accounts for the accumulation of resources to pay retirement and other related benefits for sworn members of the Village's Fire Department.

The Village's Section 105 Sick Leave Fund is technically an internal service fund under GAAP guidelines. The Village budget treats this as a fiduciary fund as its long term goal is the accumulation of resources to fund qualifying retirees' unused sick leave benefits. It does not meet GAAP guidelines for fiduciary funds as the assets are not maintained in a separate trust.

FUND DESCRIPTION AND PRESENTATION

Village of Wilmette Fund Accounts

The Village's budget is presented as funds. For Wilmette, the funds that are budgeted are listed below by fund type and fund classification. There are three fund types in the budget: 1) Governmental fund types; 2) Proprietary fund types; and 3) Fiduciary Fund Types. Within those three types are the classifications as shown below with the name of the budgeted funds within those classifications also noted.



Department/Division and Fund Relationship Summary

- | | | |
|--|--------------------------------|---|
| <u>General Fund & Capital Projects:</u> | | <u>General Fund, Capital, MFT, Sewer, & Water:</u> |
| • Administration | • Misc. Boards and Commissions | • Engineering |
| • Administrative Services | | • Public Works |
| • Cable | | • Water Management |
| • Community Development | | |
| • Finance | | |
| • Fire | | |
| • Law | | |
| • Museum | | |
| • Police | | |

BASIS OF BUDGETING

The budget for the Village of Wilmette is prepared using a current financial resources measurement focus for all funds. With this measurement focus only current assets and current liabilities are reflected as components of working cash. Long-term debt and fixed assets are not considered components of working cash, however current year debt service and capital purchases are reflected as budgetary expenditures.

The modified accrual basis of accounting is used for all funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they become measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period. For budget purposes, the Village uses a time frame of within 30 days of year-end to meet the availability standard.

Expenditures are recorded when the related fund liability is incurred. Principal and interest on long-term debt are recorded as liabilities when due or when amounts have been accumulated in debt service reserves for payments to be made early in the following year. The Village uses encumbrances in its budgetary accounting. These amounts are considered unavailable from a working cash perspective.

CASH FLOW PROJECTIONS

This section describes the Village's financial policies. These policies form the basis for financial forecasts and guide the development of the appropriate level of working cash for each fund.

The assumptions used in the cash flow projections are included in this section followed by the cash flow projections for each fund which extend two years beyond this budget.

FINANCIAL POLICIES

Budget Reserve Policy – Amended and adopted by the Village Board on November 27, 2019

Current and long range cash flow projections are essential aspects of the budget process. These forecasts should be based upon (1) historical data for operating revenues and expenditures, (2) the proposed capital spending per the Village's ten year Capital Improvements Program, and (3) any anticipated changes in service levels and/or fee structures.

Operating revenues are defined as those revenue sources which are anticipated to recur on an annual basis. Examples would be the property tax, sales tax, utility tax and the income tax. Non-recurring revenues such as grants or bond proceeds should be projected separately from operating revenues.

Similarly, operating expenses are defined as those expenditures which recur on an annual basis. In the cash flow charts, operating expenses have been broken down into the categories of personnel and fringe benefits, refuse collection and disposal, and other operating expenses.

Non-recurring expenditures include all capital outlay as well as any other expenses that do not recur annually. Examples of this would be a consulting study or an expenditure that related to a one time revenue such as a grant.

The Village Board has adopted the following **Budget Policy**:

Operating revenues should exceed operating expenses. Current revenues should be sufficient to pay for current expenses. If non-recurring revenues or reserve funds are used to fund operating expenses, this will ultimately have an adverse impact on the property tax levy or necessitate reductions in service levels.

A portion of the capital outlay expenditures should be financed from operating revenues. While these expenses may not recur individually, a portion does recur collectively. Thus, the financing of these items is most appropriately done from operating revenues.

Other non-recurring expenditures may be financed from non-recurring revenue sources through an annual transfer to the Capital Equipment Replacement Fund (CERF) or through reductions in the reserve balances. This assumes that if reserve funds are used to finance certain non-recurring expenditures, the overall budget reserve levels will not fall below the recommended minimum reserve balances as adopted by the Village Board.

When setting the property tax levy, consideration should be given to the historical relationship between the property tax and expenditures. Property tax receipts are a significant portion of General Fund revenues. A consistent relationship between the property tax and General Fund expenditures will provide for greater revenue stability under varying economic conditions.

The Village of Wilmette shall strive to maintain adequate cash reserves in each of its funds. These reserves shall be created and maintained to provide the capacity to:

1. Offset significant economic downturns or revenue shortfalls;
2. Provide sufficient cash flow for daily financial needs;
3. Maintain or improve the Village's bond ratings;
4. Provide funds for unforeseen expenditures related to emergencies;
5. Maintain a Capital Equipment Replacement Fund.

Each of the Village's Funds have somewhat unique cash flow structures. For example, funds having property tax revenue will always be at their lowest point of reserve funds just prior to the two times each year (March and September) that the Village receives its property tax. Funds that pay debt service will always be at their lowest point in their reserve funds after they have made their semi-annual debt service installments. In establishing the recommended reserve levels, these individual characteristics of the funds have been considered.

The **General Fund** annual expenditures are relatively consistent on a monthly basis except that there are large general liability, property and workers' compensation insurance premiums that are due in January each year. While much of the insurance expense is run through the Village's Internal Service Funds, these Funds do not carry any fund balance and the majority of this expense is passed through the General Fund.

The property tax accounts for nearly 30% of the total annual General Fund revenue. Other than the two months in which the Village receives property tax revenue, the total monthly expenditures of the General Fund will exceed the monthly revenues. Thus, the General Fund reserve balance will always be at its lowest point at the end of February and at the end of August (just prior to the receipt of property tax revenue). Due to the nature of some of the other revenues in the General Fund, the reserve balance at the end of February is the actual projected low point in the year.

To determine the appropriate level of General Fund reserve, estimates of revenues and expenses are made for the months of January and February. The amount that expenses are projected to exceed revenues for this two month period reflects the minimum necessary amount of cash on hand at December 31 to avoid borrowing prior to the receipt of property tax revenue. The recommended minimum budget reserve is 200% of the projected two month shortfall. A schedule detailing this calculation follows this narrative.

In years that the minimum budget reserve is met, the Village shall transfer at least 50% of that year's non-recurring revenues to the Capital Equipment Replacement Fund. The Capital Equipment Replacement Fund shall reside within the General Fund and shall not be segregated as a separate fund. By Resolution of the Village Board, CERF funds may be transferred back to the General Fund reserve to offset any unanticipated expenditures or revenue shortfalls in order to maintain the minimum recommended General Fund reserve level.

When operating budget reserves exceed 30% of operating revenues, and sufficient funds reside in the CERF to replace vehicles and equipment over the next three fiscal years, the excess reserve funds shall be allocated to the Engineering Program to be invested in the Village's infrastructure, to the public safety pension funds or as otherwise determined by the Village Board.

Budget reserves shall not be projected to be reduced by more than 10% in a given fiscal year.

The **Water Fund and Sewer Fund** both have similar cash flow characteristics. Their revenues flow in steadily throughout the year with the summer months showing an increase due to lawn sprinkling. The operating expenditures are evenly distributed over the course of the year. While capital outlay occurs irregularly, major projects are funded from debt issues and, as such, do not present a cash flow concern. Debt service is paid in June and December each year and it is at these points that cash flow is at its lowest for these two funds.

With the Village on a calendar fiscal year, the lowest point for the reserves of these two funds is at the end of the fiscal year. Thus, the need for a budget reserve in these two funds is strictly to provide for reduced revenue in a given year that water sales may not achieve the budgeted amount or to accommodate any emergency expenditures which may occur. The budget reserve policy guideline for the Water and Sewer Funds shall be a balance of between 20% and 25% of projected revenues.

The **Motor Fuel Tax Fund** has a steady revenue flow of monthly allotments from the State of Illinois. Its expenditure flow consists of large capital projects that occur during the outdoor construction season. As such, all expenditures for a given year are typically completed by the end of October. The policy goal is to have two month's worth of revenue (currently about \$100,000) in reserve at year end. This policy allows for all of a current year's projects to be paid entirely from revenues received through the month of October.

The **Debt Service Fund** has its property tax levied and received in advance of its debt service payments. As such, cash flow is not a concern of this fund (note that the property tax is the sole revenue source for this fund and is equal to the projected debt service payments). **The Firefighter and Police Pension Funds** have developed substantial reserves which should be in line with a 15-year rolling actuarial amortization requirement. The remaining **Parking Meter Funds** are relatively minor in terms of revenue and expense and, as such, only have a requirement that they maintain a positive reserve balance throughout the year.

**Village of Wilmette FY 2020 Budget
Long Range Cash Flow Analysis
General Fund**

	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Budget FY 2020	Projected FY 2021	Projected FY 2022
Beginning Reserve	7,446,538	9,603,624	10,937,003	12,067,598	12,668,879	14,172,049	12,789,534	9,707,857
Recurring Revenues								
Property Tax Revenue	13,110,897	13,633,251	9,291,676	9,616,700	9,616,700	10,374,800	10,821,500	11,285,700
Sales Tax	3,634,732	3,790,679	3,698,404	3,514,000	3,508,000	3,578,000	3,613,800	3,649,900
Home Rule Sales Tax	2,045,644	2,133,211	2,034,526	1,835,000	1,795,000	1,831,000	1,849,300	1,867,800
Service Charges	3,338,934	3,168,667	3,279,778	3,172,800	3,184,200	3,178,900	3,241,175	3,303,450
Income Tax	2,636,758	2,487,918	2,594,015	2,492,000	2,862,000	2,919,000	2,919,000	2,919,000
Utility Tax	2,220,580	2,037,460	2,136,324	2,100,000	2,056,500	2,053,000	2,032,500	2,012,200
Permits	2,239,330	2,477,840	2,230,182	2,108,600	1,954,600	1,923,500	1,923,500	1,923,500
Licenses	1,870,035	1,828,171	1,892,619	1,804,500	1,874,500	1,836,500	1,836,500	1,836,500
Real Estate Transfer Tax	1,254,497	1,217,166	1,179,405	1,272,000	1,092,000	1,080,000	1,080,000	1,080,000
Fund Transfers	1,000,000	1,000,000	950,000	1,000,000	1,000,000	1,050,000	1,000,000	1,000,000
Other Taxes	1,044,637	1,382,123	1,534,123	1,457,900	1,535,000	1,559,700	1,559,700	1,559,700
Other Revenues	1,481,223	1,521,211	1,908,575	1,760,400	1,985,900	1,754,400	1,461,800	1,461,800
Total Operating Revenues	35,877,267	36,677,697	32,729,626	32,133,900	32,464,400	33,138,800	33,338,775	33,899,550
Non-Recurring Revenues								
Permit Revenue	1,105,761	670,547	956,617	30,000	1,070,000	100,000	30,000	30,000
Grants	198,127	288,684	438,991	1,236,355	919,460	856,610	508,180	281,350
Other Non-Recurring	609,535	301,492	354,349	71,000	191,700	70,000	70,000	70,000
Total Revenues	37,790,690	37,938,420	34,479,583	33,471,255	34,645,560	34,165,410	33,946,955	34,280,900
Operating Expenses								
Wages	16,113,713	16,414,621	16,881,935	17,506,300	17,512,425	17,991,925	18,531,700	19,087,700
Benefits	8,252,638	8,667,808	4,173,335	4,386,210	4,300,710	4,545,740	4,682,100	4,822,600
Refuse Collection	2,381,686	2,316,299	2,382,861	2,380,840	2,373,835	2,385,870	2,445,500	2,506,600
Contractual Services	2,997,075	2,969,633	2,740,340	2,598,930	2,547,635	2,533,205	2,558,500	2,584,100
Commodities	732,799	638,274	729,776	736,435	814,765	776,485	784,200	792,000
Other Expenses	1,832,944	1,902,188	1,897,788	1,846,740	1,808,445	1,814,590	1,832,700	1,851,000
Total Operating Expense	32,310,855	32,908,823	28,806,036	29,455,455	29,357,815	30,047,815	30,834,700	31,644,000
Other Disbursements								
Engineering Dedicated Allocation	2,228,556	2,415,795	2,697,016	2,894,205	2,926,500	3,259,460	3,556,432	3,372,597
CERF Expenses	539,144	798,346	914,589	638,500	645,865	1,437,600	1,536,000	442,000
Other Capital Outlay	191,065	133,756	224,651	174,600	123,490	66,550	150,000	150,000
Grant Funded Projects	-	-	-	1,500	20,320	1,500	1,500	1,500
Contingency	204,751	182,479	28,600	400,000	23,400	450,000	450,000	450,000
Non-Recurring	159,233	165,842	76,816	93,000	45,000	285,000	500,000	500,000
Total Disbursements	35,633,603	36,605,041	32,747,708	33,657,260	33,142,390	35,547,925	37,028,632	36,560,097
Ending Reserve	9,603,624	10,937,003	12,668,879	11,881,593	14,172,049	12,789,534	9,707,857	7,428,660
Reserve Balances								
Reserved Fund Balance-CERF	1,774,902	1,764,216	1,850,836	1,473,000	2,242,680	1,278,439	201,969	219,499
Operating Reserve	7,828,722	9,172,787	10,818,043	10,408,593	11,929,369	11,511,095	9,505,888	7,209,161
Recommended Reserve	4,370,000	4,568,000	4,773,600	4,986,800	4,986,800	5,207,900	5,437,100	5,674,800

**Village of Wilmette FY 2020 Budget
Long Range Cash Flow Analysis
Capital Equipment Replacement Fund**

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Est Act	2020 Budget	2021 Projected	2022 Projected
Beginning CERF Balance	715,000	1,747,687	1,764,215	1,673,125	1,850,834	2,242,679	1,278,439	201,969
General Fund Reserve Transfer			-		-	-	-	-
Non-Recurring Revenues Transfer	754,051	430,790	598,008	15,000	564,850	50,000	15,000	15,000
Public Works Transfer	114,000	145,000	152,250	159,860	159,860	159,860	167,860	167,860
Fire Transfer	114,000	125,000	131,250	137,810	137,810	137,810	144,700	144,700
Police Transfer	114,000	114,000	119,700	125,690	125,690	125,690	131,970	131,970
Other Revenue	475,782		-		49,500	-	-	-
Facilities Transfer			-			-	-	-
Home Rule Sales Tax Transfer			-			-	-	-
Total CERF Revenues	1,571,833	814,790	1,001,208	438,360	1,037,710	473,360	459,530	459,530
Public Works Vehicles	348,697	326,836	178,326	451,500	434,740	559,100	645,000	300,000
Fire Vehicles / Equipment	-	291,239	625,235	-	35,000	590,000	825,000	50,000
Police Vehicles	190,448	132,963	73,810	156,000	145,125	184,000	66,000	92,000
Facilities	-	47,224	37,219	31,000	31,000	104,500	-	-
Transfer to General Fund Reserve								
Total CERF Expenses	539,145	798,262	914,589	638,500	645,865	1,437,600	1,536,000	442,000
End of Year CERF Balance	1,747,687	1,764,215	1,850,834	1,472,985	2,242,679	1,278,439	201,969	219,499

**Village of Wilmette FY 2020 Budget
Long Range Cash Flow Analysis
General Fund Debt Financed Capital Fund**

	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Budget FY 2020	Projected FY 2021	Projected FY 2022
Beginning Reserve	-		1,332,548	376,067	512,228	86,383	0.00	-
Non-Recurring Revenues:								
Bond Proceeds		4,966,024						2,440,000
Bond Proceeds Interest			47,750					
Total Revenues	-	4,966,024	47,750	-	-	-	-	2,440,000
Public Works Yard Improvements		2,350,295	72,100	-	22,000			
Underground Fuel tanks		411,116	(37,000)	-	-			
Vehicle Maintenance hoists		210,294	1,798					
Public Works Generator		-	145,156					
Village Hall Roof Replacement		512,850	(3,372)					
Village Hall HVAC Replacement		130,886	-					
Historical Museum Roof		12,885	157,758					
Police Station Generator		5,150	-	30,000	-			
Police Department Radio Network		-	410,017	-				
Emergency Warning Siren		-	50,344	-				
Lawler Avenue Street Lights		-	71,269	-				
North Bridge Sidewalk Replacement				318,063	403,845			
Computer Aided Dispatch (CAD) Project								
Server Virtualization						86,383		
Sidewalk, Curb & Alley								2,440,000
Total Disbursements	-	3,633,476	868,070	348,063	425,845	86,383	-	2,440,000
Ending Reserve	-	1,332,548	512,228	28,004	86,383	-	-	-

**Village of Wilmette FY 2020 Budget
Long Range Cash Flow Analysis
Engineering Expenses Financed by Dedicated Revenues**

	2016	2017	2018	2019	2019	2020	2021	2022
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Est Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Projected</u>
Beginning Escrow Balance	187,567	634,316	546,823	1,071,380	1,503,571	661,872	(490,003)	547,546
Vehicle Licenses	380,360	1,494,061	1,566,714	1,475,400	1,555,000	1,515,000	1,475,400	1,475,400
Dedicated HR Sales Tax	1,250,000	135,350	135,350	135,350	135,350	135,350	135,350	135,350
Dedicated Property Tax		150,000	150,000	150,000	150,000	650,000	650,000	650,000
Fuel Tax	76,476	285,651	287,472	275,000	270,000	270,000	250,000	250,000
Pavement Degradation Fee	95,326	124,633	128,514	80,000	120,000	120,000	100,000	100,000
Resurfacing Grant	150,599	221,265	404,259	776,355	693,651	546,610	508,182	281,347
Portion of Overweight Fines	4,795	4,835	5,315	2,500	2,500	2,500	2,500	2,500
Other Revenue	-	-	-	-	-	-	-	-
Central Bond							2,440,000	
GF Reserves						20,000	435,000	478,000
Taxi Licenses	-	-	-	-	-	-	-	-
Misc. Revenue	271,000	-	19,392					
Sub Total - Gen Op Funds	2,228,556	2,415,795	2,697,016	2,894,605	2,926,501	3,259,460	5,996,432	3,372,597
MFT	923,500	700,000	700,000	700,000	700,000	1,200,000	1,050,000	1,025,000
Total Dedicated Revenue	3,152,056	3,115,795	3,397,016	3,594,605	3,626,501	4,459,460	7,046,432	4,397,597
GF Road Program	289,905	830,052	370,555	-	-	1,550,000	1,250,000	1,250,000
MFT Road Program	923,500	646,665	700,000	700,000	700,000	1,200,000	1,050,000	1,050,000
Total Road Resurfacing*	1,213,405	1,476,717	1,070,555	700,000	700,000	2,750,000	2,300,000	2,300,000
Road Program Engineering Service				-	88,270	170,000	115,000	115,000
Alley Maintenance (SAMP)	486,232	482,652	473,929	552,100	752,965	450,000	567,000	584,000
Brick Street Maintenance	122,711	128,278	103,670	140,000	140,000	110,000	113,000	116,000
Brick Street Renovation	355,913	262,047	337,573	627,200	428,045	-	435,000	318,000
Curb Replacement	38,137	39,809	41,917	43,400	43,400	25,000	25,800	26,600
Sidewalks	68,431	69,984	63,917	74,200	74,200	70,000	72,100	74,300
Pavement Marking	50,000	50,215	50,774	53,000	53,000	50,000	51,500	53,000
Crack Sealing	40,000	39,119	41,200	42,400	42,400	25,000	25,800	26,600
Sheridan Retaining Wall Repair		72,330	12,934					
Street Patching				-	200,000	92,000	94,800	97,600
Traffic Calming				30,000	30,000	25,000	25,000	25,000
Pavement Surface Rejuvenation				16,900	16,900	19,000	19,200	19,800
Central Avenue Reconstruction	178,556	7,100	35,647	619,735	587,500	1,584,870	1,523,900	
Locust Road	1,322	1,898	196,855	1,274,705	1,214,000	33,555		
Skokie/Hibbard Improvements	150,599	573,139	11,299					
Skokie/Lake Intersection Impvs.	-	-	-	83,400	85,365	56,910	75,783	582,592
Skokie Valley Bike Trail	-	-	-	12,155	12,155	150,000	565,000	158,000
Total Expenses	2,705,306	3,203,288	2,440,268	4,269,195	4,468,200	5,611,335	6,008,883	4,496,492
End of Year Escrow Balance	634,316	546,823	1,503,571	396,790	661,872	(490,003)	547,546	448,651

Village of Wilmette FY 2020 Budget
Long Range Cash Flow Analysis
Sewer Fund

Operating	Actual	Actual	Actual	Budget	Estimated	Budget	Projected	Projected
	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
Beginning Reserve	3,124,038	3,309,198	3,069,128	2,506,348	2,613,333	1,831,108	2,215,653	2,153,513
Residential Sewer Charges	4,912,549	4,985,888	4,736,905	5,082,900	4,622,900	5,011,000	5,204,600	5,204,600
Stormwater Fee						1,557,970	1,911,660	3,175,870
Other	42,668					-	-	-
Total Revenues	4,955,217	4,985,888	4,736,905	5,082,900	4,622,900	6,568,970	7,116,260	8,380,470
Regular Wages	533,680	570,006	543,801	603,375	603,375	699,775	724,300	749,700
Overtime	22,331	25,473	26,624	23,625	27,000	23,900	24,700	25,600
Benefits	225,058	231,320	215,357	221,155	221,155	260,825	270,000	279,500
Contractual	307,142	409,188	519,088	585,250	635,400	548,105	612,800	599,700
Commodities	81,080	87,985	91,802	93,025	96,325	96,100	97,100	118,100
Capital	267,898	559,643	488,859	598,750	509,010	499,000	643,500	581,750
Debt Service	3,266,125	3,258,287	3,184,974	3,197,000	3,190,000	3,928,000	4,676,000	5,529,000
Other	66,743	84,056	122,195	122,160	122,860	128,720	130,000	131,300
Total Disbursements	4,770,057	5,225,958	5,192,700	5,444,340	5,405,125	6,184,425	7,178,400	8,014,650
Ending Reserve	3,309,198	3,069,128	2,613,333	2,144,908	1,831,108	2,215,653	2,153,513	2,519,333
Recommended Reserve	1,016,600	1,016,600	1,016,600	1,016,600	1,016,600	1,700,990	1,826,410	2,079,260

Capital - Bond	Actual	Actual	Actual	Budget	Estimated	Proposed	Projected	Projected
	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
Beginning Reserve	1,504,382	377,718	0	(299,620)	(299,620)	-	190,000	(387,000)
Bond Proceeds	2,647	981	4,218	-	-	24,000,000	15,000,000	27,737,000
IEPA loan	701,187	-	782,248	1,970,000	1,972,650	820,000	1,150,000	1,190,000
Other	-							
Total Revenues	703,834	981	786,466	1,970,000	1,972,650	24,820,000	16,150,000	28,927,000
Bond Issuance Expense						200,000	50,000	50,000
Sewer Lining & Rehab	701,187	-	782,248	1,970,000	1,972,650	820,000	1,150,000	1,190,000
Neighborhood Storage			299,620	1,900,000	2,995,540	23,210,000	14,727,000	27,300,000
Electrical Improvements - SWPS						400,000	800,000	
Separate Storm Sewer	33,551	132,489						
Princeton Place Outfall	134,754	121,319	4,218					
West Park Storage Project I and I Testing	961,007	124,891						
Total Disbursements	1,830,498	378,699	1,086,086	3,870,000	4,968,190	24,630,000	16,727,000	28,540,000
Ending Reserve	377,718	0	(299,620)	(2,199,620)	(3,295,160)	190,000	(387,000)	-

**Village of Wilmette FY 2020 Budget
Long Range Cash Flow Analysis
Water Fund**

Operating	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Budget FY 2020	Projected FY 2021	Projected FY 2022
Beginning Reserve	2,215,723	2,975,050	3,469,458	3,291,863	3,374,443	2,957,303	3,509,718	3,625,523
Residential Water Sales	3,145,629	3,200,800	3,122,121	3,376,700	3,083,600	3,211,900	3,211,900	3,211,900
Wholesale Water Sales	5,125,555	5,435,273	5,249,926	5,668,000	5,274,070	6,070,700	6,899,000	6,899,000
Other	180,934	203,083	303,793	190,000	260,000	270,000	270,000	270,000
Total Revenues	8,452,118	8,839,156	8,675,840	9,234,700	8,617,670	9,552,600	10,380,900	10,380,900
Regular Wages	2,207,460	2,369,646	2,467,093	2,546,675	2,511,950	2,596,125	2,687,000	2,781,000
Overtime	50,062	47,075	77,416	73,575	70,725	74,450	77,100	79,800
Benefits	883,639	946,751	985,617	1,002,115	954,115	1,063,985	1,101,200	1,139,700
Contractual	308,526	417,749	582,404	405,120	496,600	430,920	491,500	509,200
Commodities	835,938	856,407	828,638	887,125	863,100	985,065	994,900	1,004,800
Capital	343,905	234,773	395,593	564,900	523,230	251,860	589,595	531,405
Debt Service	1,875,423	2,230,762	2,218,414	2,487,500	2,337,500	2,242,500	3,018,500	2,918,500
Others	187,837	241,585	265,680	280,140	277,590	305,280	305,300	305,300
Transfers	1,000,000	1,000,000	950,000	1,000,000	1,000,000	1,050,000	1,000,000	1,000,000
Total Disbursements	7,692,791	8,344,748	8,770,855	9,247,150	9,034,810	9,000,185	10,265,095	10,269,705
Ending Reserve	2,975,050	3,469,458	3,374,443	3,279,413	2,957,303	3,509,718	3,625,523	3,736,718
Recommended Reserve	1,611,300	1,761,400	1,761,400	1,846,940	1,846,940	1,906,180	2,071,260	2,071,260

Capital - Bond	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Proposed FY 2020	Projected FY 2021	Projected FY 2022
Beginning Reserve	239,690	-	-	-	-	(1,392,235)	-	(620,000)
IEPA loan		539,968	714,203	5,000,000	3,600,000	5,000,000	-	
Bond Proceeds						4,312,435		3,090,000
Total Revenues	-	539,968	714,203	5,000,000	3,600,000	9,312,435	-	3,090,000
Building Reno. & Pipe Gallery	239,690							
Convert High Lift Pump to Variable Speed								
Water Plant Electrical Improvements		539,968	714,203	5,000,000	3,600,000	5,000,000		
Water Plant Electrical Improvements Phase 2							620,000	
Central & Locust Water Main Replacement				1,818,300	1,392,235	2,920,200		
Automatic Meter Reading Program								2,250,000
Roof Repairs								220,000
Total Disbursements	239,690	539,968	714,203	6,818,300	4,992,235	7,920,200	620,000	2,470,000
Ending Reserve	-	-	-	(1,818,300)	(1,392,235)	-	(620,000)	-

**Village of Wilmette FY 2020 Budget
Long Range Cash Flow Analysis
Parking Meter Funds**

	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Budget FY 2020	Projected FY 2021	Projected FY 2022
Parking Meter Fund:								
Village Center Program Reserve	1,799	3,127	104,690	135,595	180,654	189,510	227,335	261,495
CTA Station Reserve	1,569,021	1,604,024	1,666,767	1,672,202	1,562,176	1,674,932	1,677,312	1,677,312
Burmeister Facility Reserve	233,389	247,831	264,607	277,917	277,212	293,207	308,582	323,882
Total Beginning Reserve	1,804,209	1,854,982	2,036,064	2,085,714	2,020,041	2,157,649	2,213,229	2,262,689
Village Center Parking:								
Meter & Debit Card Revenue	185,532	233,516	230,616	235,000	235,000	238,000	238,000	238,000
Permit Revenue	44,650	45,830	45,360	43,660	43,660	43,660	43,660	43,660
Other Revenue	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Total Village Center Revenue	233,182	282,346	278,976	281,660	281,660	284,660	284,660	284,660
Village Center Expense	231,854	180,783	203,012	227,745	234,965	246,835	250,500	254,300
Ending Village Center Reserve	3,127	104,690	180,654	189,510	227,349	227,335	261,495	291,855
CTA Station Parking:								
Meter / Drop Box Revenues	151,161	149,753	140,691	130,000	130,000	133,000	133,000	133,000
Permit Revenues	27,492	31,892	30,132	28,200	30,200	30,200	30,200	30,200
Other Revenues								
Total CTA Station Revenues	178,653	181,645	170,823	158,200	160,200	163,200	163,200	163,200
Total CTA Station Expenses	143,650	118,902	275,415	155,470	154,325	160,820	163,200	165,600
Ending CTA Station Reserve	1,604,024	1,666,767	1,562,176	1,674,932	1,568,051	1,677,312	1,677,312	1,674,912
Burmeister Parking Facility:								
Permit Revenues	20,075	19,975	19,025	22,500	20,000	22,500	22,500	22,500
Total Burmeister Parking Revenues	20,075	19,975	19,025	22,500	20,000	22,500	22,500	22,500
Other Expense	5,633	3,199	6,420	7,210	6,400	7,125	7,200	7,200
Bond Interest Expense								
Bond Principal Retirement								
Total Burmeister Parking Expense	5,633	3,199	6,420	7,210	6,400	7,125	7,200	7,200
Ending Burmeister Parking Facility Reserve	247,831	264,607	277,212	293,207	290,812	308,582	323,882	339,182
Total Parking Meter Fund								
Ending Reserve	1,854,982	2,036,064	2,020,041	2,157,649	2,086,211	2,213,229	2,262,689	2,305,949

**Village of Wilmette FY 2020 Budget
Long Range Cash Flow Analysis
Other Funds**

	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Budget FY 2020	Projected FY 2021	Projected FY 2022
General Debt Service Fund:								
Beginning Reserve	33,600	49,207	145,485	77,191	77,191	55,891	56,991	57,191
Property Tax Revenue	3,389,405	3,390,153	3,673,821	3,646,700	3,656,700	3,668,100	3,677,200	3,909,700
Other Revenue	65,000	110,000	-	40,000	-	35,000	40,000	30,000
Total Disbursements	3,438,798	3,403,876	3,742,115	3,682,000	3,678,000	3,702,000	3,717,000	3,944,000
Ending Reserve	49,207	145,485	77,191	81,891	55,891	56,991	57,191	52,891
Motor Fuel Tax Fund:								
Beginning Reserve	528,999	350,151	342,240	344,058	344,058	411,158	249,058	236,958
Motor Fuel Tax Allotments	689,652	690,897	693,310	640,000	757,100	1,033,400	1,033,400	1,033,400
General Fund Transfer								
Other Revenue	1,666	1,192	8,509	4,500	10,000	4,500	4,500	4,500
Total Disbursements	870,166	700,000	700,000	700,000	700,000	1,200,000	1,050,000	1,025,000
Ending Reserve	350,151	342,240	344,058	288,558	411,158	249,058	236,958	249,858
Firemen's Pension Fund:								
Beginning Reserve	40,480,900	42,911,816	47,831,680	43,505,742	43,505,742	45,426,742	47,210,742	49,205,742
Total Revenues	6,169,245	8,865,994	(200,299)	6,268,000	6,268,000	6,603,000	6,959,000	7,156,490
Total Disbursements	3,738,329	3,946,130	4,125,639	4,574,800	4,347,000	4,819,000	4,964,000	5,113,000
Ending Reserve	42,911,816	47,831,680	43,505,742	45,198,942	45,426,742	47,210,742	49,205,742	51,249,232
Police Pension Fund:								
Beginning Reserve	40,094,789	42,904,203	47,940,620	43,819,341	43,819,341	45,531,341	47,225,341	49,113,341
Total Revenues	5,647,883	8,222,107	(636,038)	5,743,000	5,748,000	5,987,000	6,310,000	6,480,150
Total Disbursements	2,838,469	3,185,690	3,485,241	4,031,000	3,851,000	4,293,000	4,422,000	4,555,000
Ending Reserve	42,904,203	47,940,620	43,819,341	45,531,341	45,716,341	47,225,341	49,113,341	51,038,491
Section 105 Fund:								
Beginning Reserve	7,971	9,717	54,858	62,863	67,395	72,395	47,395	22,395
Total Revenues	250,258	251,396	280,246	287,000	305,000	275,000	275,000	275,000
Total Disbursements	248,512	206,255	267,709	300,000	300,000	300,000	300,000	280,000
Ending Reserve	9,717	54,858	67,395	49,863	72,395	47,395	22,395	17,395

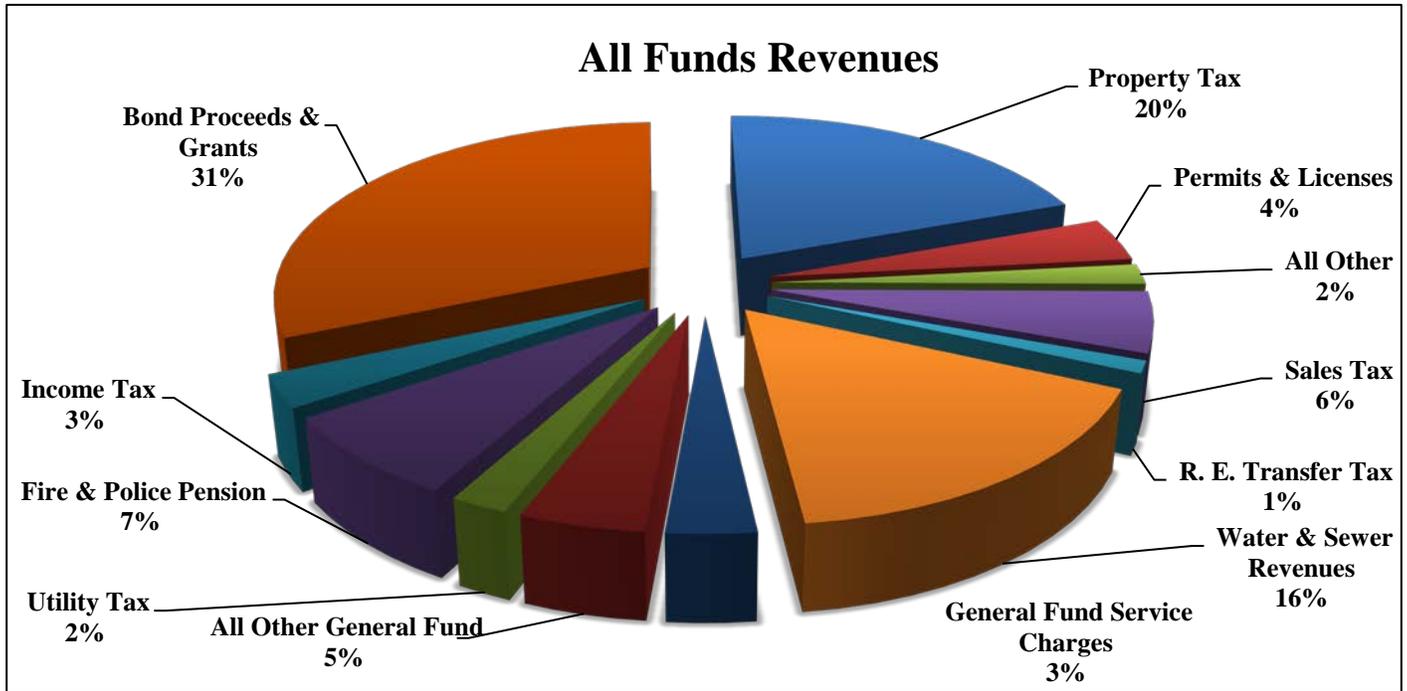
REVENUE AND EXPENSE SUMMARY

This section describes the Village's financing sources and provides a historical perspective of its major revenues. Expenditures are also summarized by fund and a trend analysis of personnel expense, refuse collection expense and debt service expenses are shown.

Personnel costs represent 62% of the Village's 2019 General Fund budget and refuse expense accounts for 7%. Another major General Fund expense category is capital outlay which comprises an additional 15% of the 2019 budget. This category fluctuates widely from year to year and is primarily derived in the development of the Ten Year Capital Improvements Plan (see Capital Planning section).

This section also includes the detail line item revenues for all funds, an expenditure summary by program for all funds, a summary of major revenues and expenditures, and a summary of the capital outlay and other non-recurring expenses that are used in the cash flow projections.

Village of Wilmette 2020 Budget



Property Taxes:

Real estate tax levy collections for the 2019 Village levy.

Sales Tax:

1% State collected local retail sales tax and State distribution of the local use tax plus a Home Rule Sales Tax that took effect January 1, 2005 and was increased in 2015 to 1%. The total sales tax rate in the Village for general merchandise is 10%.

Utility Tax:

A consumption tax collected by public utility companies for electric and gas equaling approximately 5% of the utility bills; and 6% tax on telephone bills (a 5% telecommunications tax and a 1% infrastructure maintenance fee).

Income Tax:

State distribution of the Illinois State Income Tax. A portion of this tax is allocated back to municipalities on a per capita basis.

Real Estate Transfer Tax:

Tax levied upon the buyers of real estate within the corporate limits of Wilmette. The tax is currently \$3.00 per \$1,000 of the sales price.

Permits & Licenses:

The Village issues vehicle, animal, business and liquor licenses. Permit revenue is derived from the activity in the Department of Community Development from its issuance of building, plumbing, electrical, and miscellaneous permits.

Water & Sewer Charges:

Residential water and sewer billings as well as wholesale sales to the Villages of Glenview, Golf, and Kenilworth and to Citizens' Utility Co.

Bond Proceeds and Grants:

These are non-operating / non-recurring revenues.

Fire & Police Pension:

Investment earnings, employee and employer contributions for the two pension plans that the Village administers.

All Other General Fund:

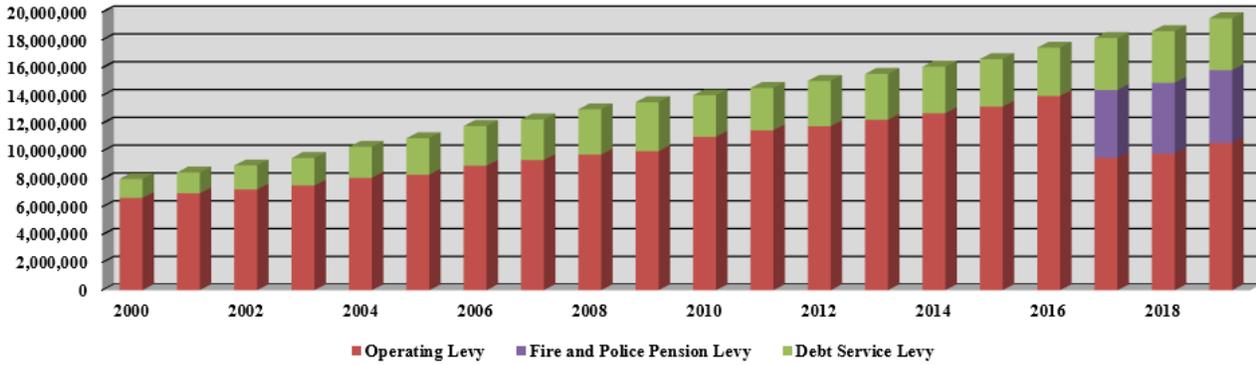
Service charges, fines, franchise charges, rental income, interest earnings, and misc. revenue recorded in the General Fund.

All Other Revenues:

State distributed motor fuel tax; parking lot revenues; interest earnings (other than in the pension funds and General Fund) and other miscellaneous receipts.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis

Village of Wilmette Tax Levy



Levy Year	Operating Levy	Fire and Police Pension Levy	Debt Service Levy	Total Levy	% Change
2000	6,627,657		1,366,515	7,994,172	
2001	6,956,488		1,505,128	8,461,616	5.85%
2002	7,234,176		1,733,868	8,968,044	5.98%
2003	7,523,543		1,981,593	9,505,136	5.99%
2004	8,071,000		2,235,726	10,306,726	8.43%
2005	8,295,437		2,630,163	10,925,600	6.00%
2006	8,940,311		2,861,289	11,801,600	8.02%
2007	9,352,187		2,920,613	12,272,800	3.99%
2008	9,744,183		3,254,817	12,999,000	5.92%
2009	9,993,999		3,519,001	13,513,000	3.95%
2010	11,024,229		2,991,871	14,016,100	3.72%
2011	11,492,002		3,041,398	14,533,400	3.69%
2012	11,783,345		3,256,455	15,039,800	3.48%
2013	12,250,693		3,298,207	15,548,900	3.39%
2014	12,718,778		3,351,672	16,070,450	3.35%
2015	13,195,299		3,412,624	16,607,923	3.34%
2016	13,956,378		3,477,386	17,433,764	4.97%
2017	9,506,668	4,877,000	3,738,528	18,122,196	3.95%
2018	9,811,800	5,096,000	3,713,000	18,620,800	2.75%
2019	10,578,400	5,236,000	3,735,000	19,549,400	4.99%

Prior to the 1997 levy, the operating levy consisted of the General Fund along with the General Liability Insurance, Workers' Compensation, Civil Preparedness, Firefighters' Pension, Police Pension and the Illinois Municipal Retirement Funds.

For the 1997 through 1999 levies, the operating levy consisted of the General Fund along with the General Liability Insurance Fund as the other Funds were either eliminated or are now treated as internal service funds.

Beginning with the 2000 levy, the General Liability Insurance levy is now included in the General Fund. The General Liability Insurance Fund was consolidated into the General Fund as of 12/31/00.

Beginning with the 2017 levy, the Fire and Police Pension Levy is now separated from the General Fund.

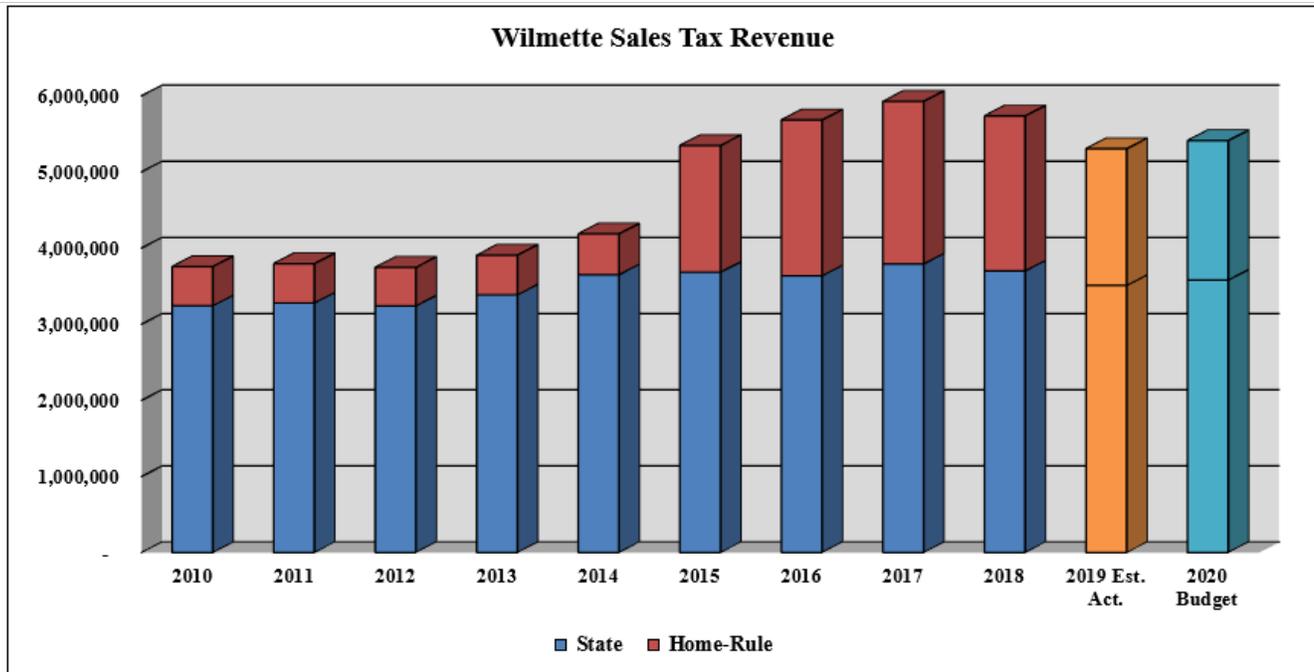
Total Levy - Average Increase - Last 20 Years	4.83%
Total Levy - Average Increase - Last 10 Years	3.76%
Total Levy - Average Increase - Last 5 Years	4.00%

Property taxes are the largest single source of revenue for the Village. The tax levy represents 20% of the total 2020 revenues for all funds and 30% of the total revenue for the Village's General Fund. As a "Home Rule" unit of government, the Village has no limitations on its levy. The Village, however, has attempted to keep the tax levy's growth to a minimum to provide as much tax relief to residents as possible while still maintaining quality services. This was especially the case during the most recent economic downturn. The Village adopts its tax levy in December each year and the County collects this in two installments in March and September of the following year. Thus, the 2019 tax levy is the basis for the 2020 revenue budget. The 2019 tax levy reflects a 4.99% increase over the 2018 levy and is broken out as follows:

General Operations	7.81%
Debt Service	2.75%
Pension Funding Obligations	0.59%
Overall 2019 Tax Levy Growth	4.99%

Historically the Village has projected revenues based upon a 99% collection rate of the levies to account for uncollectables and tax refunds. Recent experience has shown that tax refunds are being issued more often, resulting in a lower collection rate. In 2020, the Village budgeted a collection rate of 98.5% along with a \$144,000 allowance for tax refunds. A collection rate of 98.5% is shown in future cash flows.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis



Sales Tax Collections

Year	State Sales Tax	Home-Rule Sales Tax
2010	3,241,264	513,304
2011	3,277,853	515,343
2012	3,239,102	505,620
2013	3,384,543	520,642
2014	3,648,861	535,762
2015	3,682,112	1,662,986
2016	3,634,733	2,045,644
2017	3,790,679	2,133,211
2018	3,698,404	2,034,526
2019 Est. Act.	3,508,000	1,795,000
2020 Budget	3,578,000	1,831,000

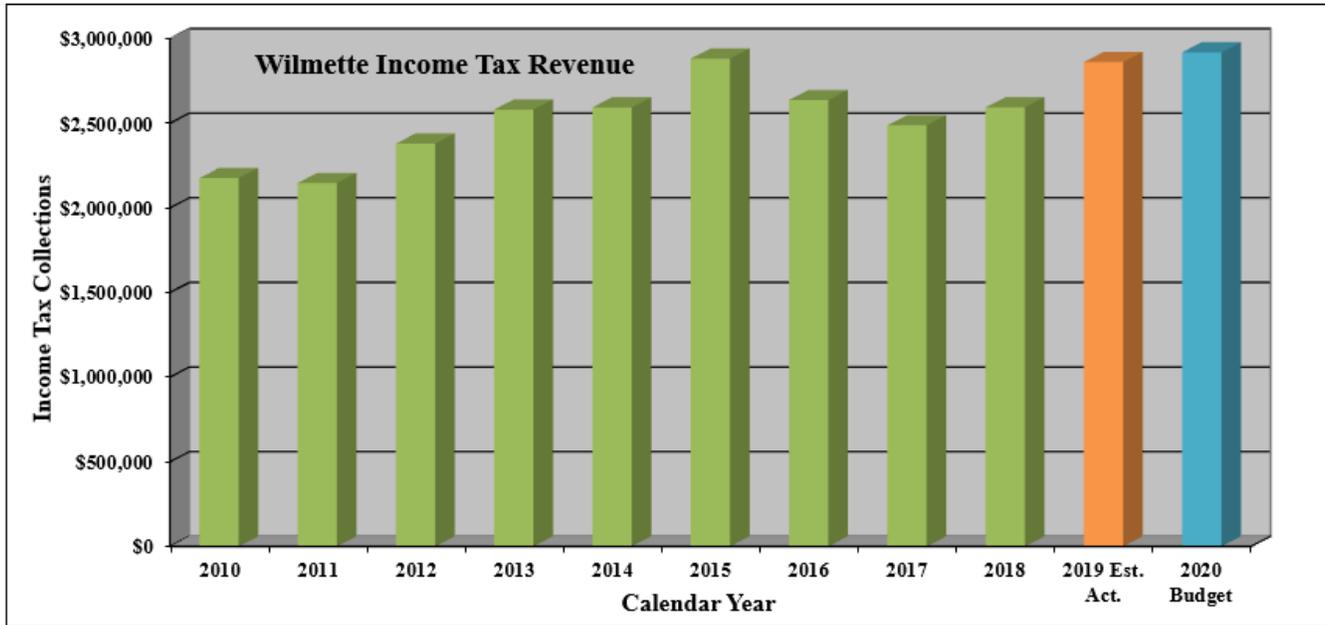
Wilmette sales tax revenue consists of three components. Approximately 50% of the revenue is from a 1% sales tax on all retail sales taking place within Wilmette. Another 17% is Wilmette's share of the State's local use tax and 33% is from the home rule sales tax. All sales tax is collected by the State and remitted back to municipalities (with an approximate three month time lag).

A home rule sales tax of 1/4% took effect on January 1, 2005 that is presented as a second component in this chart. Effective January 1, 2015, the home rule sales tax rate was increased to 1%.

Municipalities in the State of Illinois receive a 1% sales tax on all retail sales within their corporate limits. Home rule communities may enact an additional sales tax in .25% increments. Wilmette adopted a .25% tax that took effect on January 1, 2005. Effective January 1, 2015, this tax was increased to 1%. This Home Rule Sales tax is projected to generate \$1,831,000 in 2020.

Sales tax is the fourth largest revenue source for the Village and represents 6% of the total revenues in the 2020 budget (16% of all revenues for the General Fund). Sales tax has performed in line with the national economy, reflected by gradual decreases from 2001 through 2004 followed by gradual increases through the first 3 quarters of 2008. The national economic downturn was noted locally in the 4th quarter of 2008 retail sales and this decline continued throughout 2009 which resulted in an 11% decrease from 2008. This decrease leveled off from 2010 to 2012. In 2013 and 2014 revenue increased by 4% and 8%. 2016 was the first full year of collecting the increased Home Rule Sales tax. In 2015, receipts increased by only 1% and declined by 0.96% in 2016. While sales tax performed well in 2017, the loss of several sales tax producing stores in Wilmette and the new 2% administrative fee imposed by the State on collections of home rule sales tax, a 3% decline in sales tax revenues is estimated in FY 2018. The 2020 projection shows a further decline due to the loss of significant sales tax contributing businesses.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis



Income Tax Revenue

Year	Amount
2010	2,176,193
2011	2,146,830
2012	2,380,064
2013	2,580,859
2014	2,593,413
2015	2,882,144
2016	2,636,758
2017	2,487,918
2018	2,594,015
2019 Est. Act.	2,862,000
2020 Budget	2,919,000

Income tax revenue is the portion of the State's income tax that is distributed to municipalities on the basis of their population.

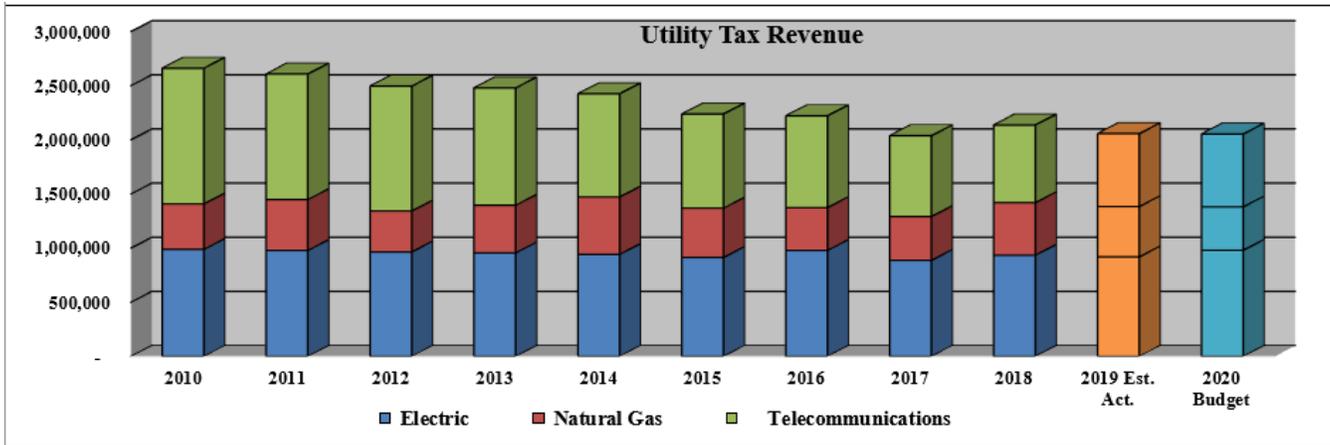
The allocation to local government has varied historically but was 1/10 from 7/01/95 through 12/31/10.

Following legislation in January 2011, the State income tax was increased to 5% from 3% and the local share was reduced to 6% of that amount. The State's philosophy for this was that the amount to municipalities should be unchanged.

In January 2015 the State income tax rolled back to 3.75% and the local share was increased to 8% so as to 'keep municipalities whole'.

Municipalities receive a pro rata share of the state income tax based upon their population. The share that was distributed prior to 2011 was 10% of the total. With the State increasing the tax rate from 3% to 5% in 2011, the local share was reduced to 6% (designed to keep municipalities whole as compared to the previous distribution). In January 2015 the State income tax rolled back to 3.75% and the local share was increased to 8% so as to keep municipalities whole. The Illinois economy trends similarly to the national economy and income tax revenue grew by an average of 10% annually in 2005 through 2008. While 2008 had this growth, the downturn became evident in the second half of 2008. The decline in 2009 was over 14%, and continued into both 2010 and 2011 with 3% and 1% respective decreases. With the improving economy, income tax share increased 11% in 2012 and 8.6% in 2013. The rate of increase slowed significantly in 2014, up only 0.50%. In 2015, receipts increased by 11% as a number of private businesses failed to adjust their tax rate for their employees when the State of Illinois income tax rate dropped from 5% to 3.75% on January 1, 2015. Due to this anomalous 2015 increase, actual revenues decreased 8.5% in 2016 and an additional 5.6% in 2017. A portion of the 2017 decline is due to the State of Illinois' one-time 10% reduction in local income tax distributions (five months of this reduction occurred in 2017 and seven months in 2018). 2018 and 2019 saw positive growth as the unemployment rate decreased and wage growth became stronger. The 2020 budget projects a 2.0% increase in income tax distributions.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis



Utility Tax Revenue

Year	Electric	Natural Gas	Telecommunications
2010	987,887	420,206	1,252,063
2011	978,068	470,105	1,159,249
2012	964,221	378,400	1,152,362
2013	955,695	440,038	1,082,613
2014	941,687	530,723	951,712
2015	913,786	455,044	868,915
2016	978,516	395,618	846,446
2017	886,890	404,585	745,985
2018	933,982	485,352	716,990
2019 Est. Act.	919,000	464,500	673,000
2020 Budget	980,000	400,000	673,000

The utility tax is levied on all electric, gas and phone bills in Wilmette. It is collected by the utility companies who retain a portion of the tax for their efforts. For phone bills the tax is based on the billing amount, for electric the tax is based on a graduated scale of kilowatt hours and for gas the tax is based on therms consumed. Gas and electric equal 5% of the gross billing while telecommunications equals 6%.

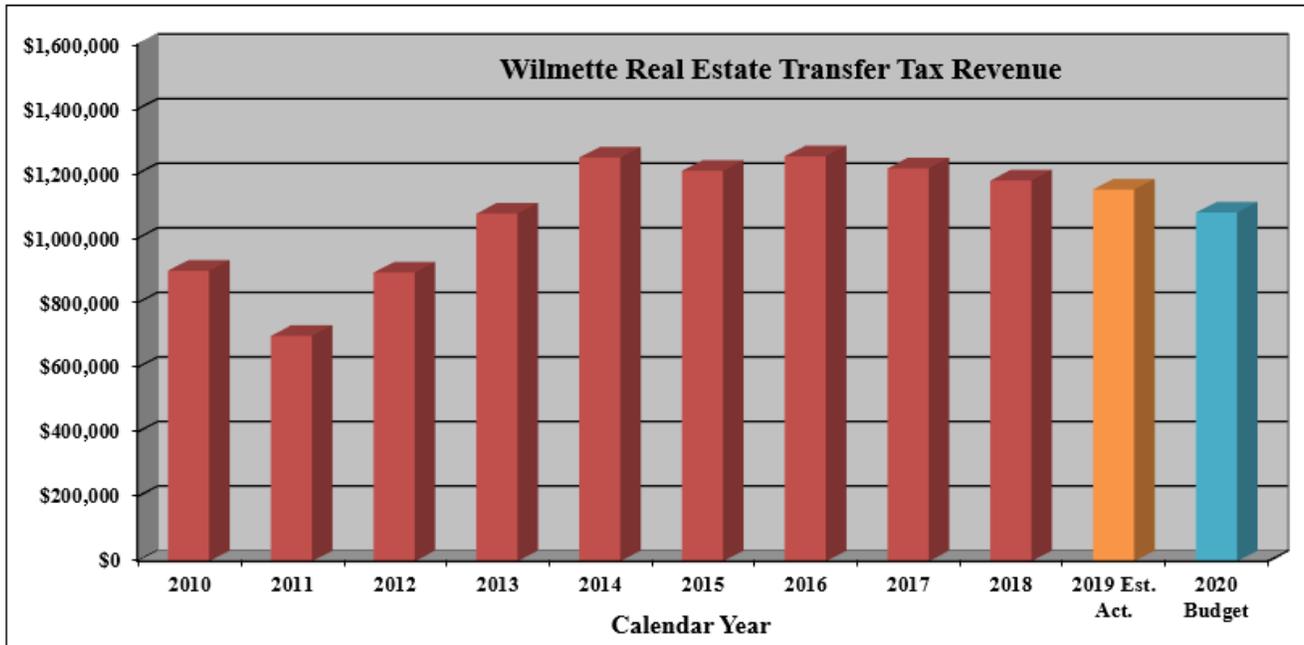
The electrical and natural gas utility taxes are based on the consumption of these commodities. Since Wilmette is fully developed, overall electrical and natural gas utility usage is generally a function of weather conditions. Heat waves will increase air conditioner use while cold periods will produce higher heating bills. Accordingly, the utility tax revenue from these two sources is based on average weather conditions with no growth expectations.

The telecommunications tax (5%) and infrastructure maintenance fee (1%) are based on the total billings for telephone and other telecommunications services. Increased competition for these services occurred as a result of deregulation in the 1980's. AT&T currently provides basic local phone service for almost all of the community, but there are now more than 300 cellular and long-distance providers serving Wilmette. (Note - in 1991 new statutes expanded the tax base for this to include interstate telecommunications). While competition has kept rates down, telecommunications usage increased steadily through 2000 with internet communications, cellular phones and fax machines.

This growth peaked in 2004 and now declined every year since as homes have eliminated land lines and are utilizing Voice Over IP (VOIP) and cellular phones which are not taxed. Since 2009, the telecommunications tax has decreased by over 40% or \$0.5 million. As a result, the 2019 estimate shows a 4.0% decrease while the 2020 budget shows no change from projections.

The infrastructure maintenance fee (IMF) began in 1998. Prior to the IMF fee Ameritech paid the Village a franchise fee for its phone lines throughout the Village. Now all utilities will share in this expense through the 1% IMF. The telecommunications tax and IMF changed from a local to a statewide collection basis in 2003 and is distributed to the communities with a two month time lag.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis



Real Estate Transfer Tax

Year	Amount
2010	900,039
2011	698,223
2012	894,219
2013	1,077,063
2014	1,250,378
2015	1,209,342
2016	1,254,497
2017	1,217,166
2018	1,179,405
2019 Est. Act.	1,151,700
2020 Budget	1,080,000

In 1988 Wilmette adopted a real estate transfer tax under its home rule authority.

The Wilmette real estate transfer tax rate is currently \$3.00 per \$1,000 of consideration involved in a real estate transaction. A referendum to increase the rate to \$5.00 per \$1,000 of consideration failed in March 2004.

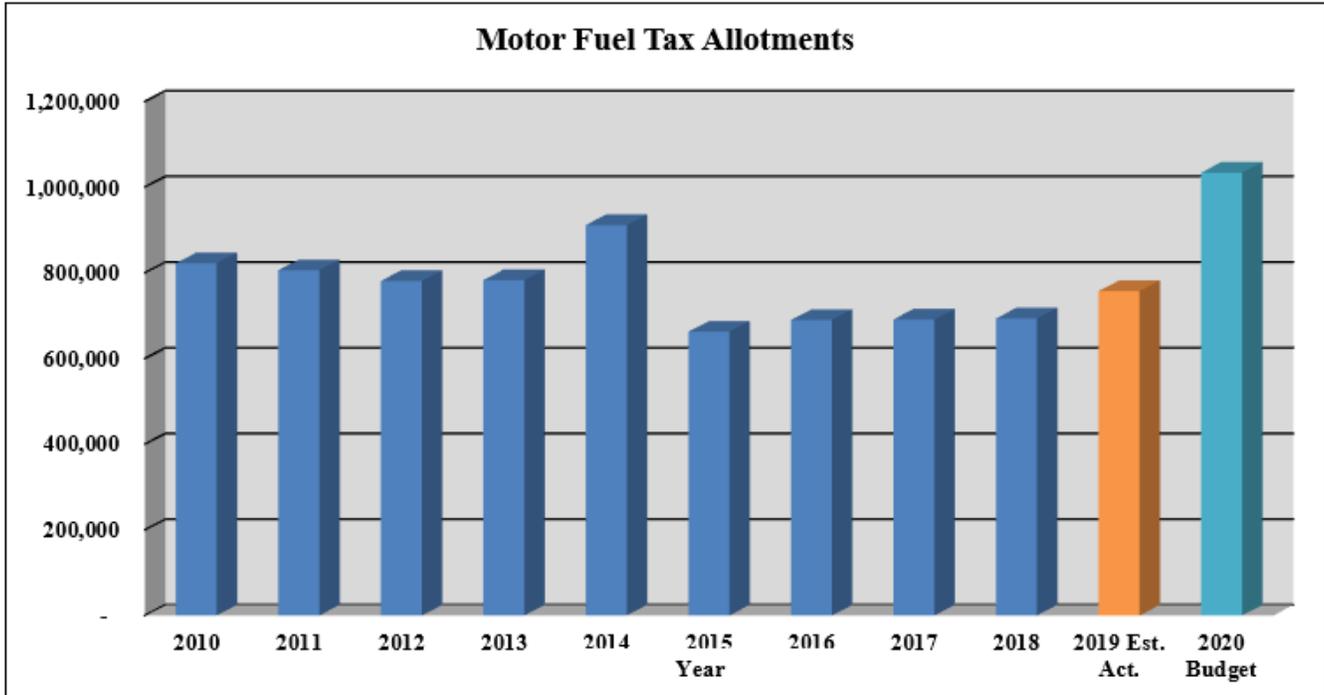
The payment of the tax is the buyer's responsibility.

The transfer tax revenue resulting from property transfers for large new developments are treated as non-operating revenues in the Village's cash flow projections and are not shown on this chart for comparison purposes.

The real estate transfer tax fluctuates widely with the volume of sales of real property. While, on average, 5% of the residences in the Village will “turn over” during the course of a year, this amount has been as little as 2% and as much as 7%. Thus significant year-to-year fluctuations in this revenue are not unusual.

Over the past 20 years we have seen that housing prices tend to stay near one level for a period of years and then have tended to increase significantly. With the nationwide downturn in housing, this trend came to a halt in 2008 and significant price declines were evident for the first time in over 20 years. Wilmette was not immune to this decline with a nearly 35% decrease. The decrease is attributable to both market value declines and sales volume. This downturn trend continued into 2009 with another 26% decrease. In 2010 a federal tax credit was legislated that significantly spurred home sales and the transfer tax increased 42% that year. This, however, was a one-time shot and 2011 transfer tax revenue declined by 22% (notably, this was an increase of 10% over 2009). In 2012, with signs of continued economic improvement, the revenue increased 28% over the previous year, and continued with 20% growth in 2013 and 16% in 2014. Revenues decreased by 3.3% in 2015, increased 3.7% in 2016, and decreased by 3% in 2017. While there are slight increases and decreases year to year, it appears that the revenue has leveled off post-recession. The 2019 estimate shows little change from 2018 while the 2020 budget projects a slight decrease based upon a decline in the volume of sales.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis



**Motor Fuel Tax
Allotments**

Year	Amount
2010	822,185
2011	805,766
2012	780,640
2013	782,835
2014	911,180
2015	662,207
2016	689,652
2017	690,897
2018	693,310
2019 Est. Act.	757,100
2020 Budget	1,033,400

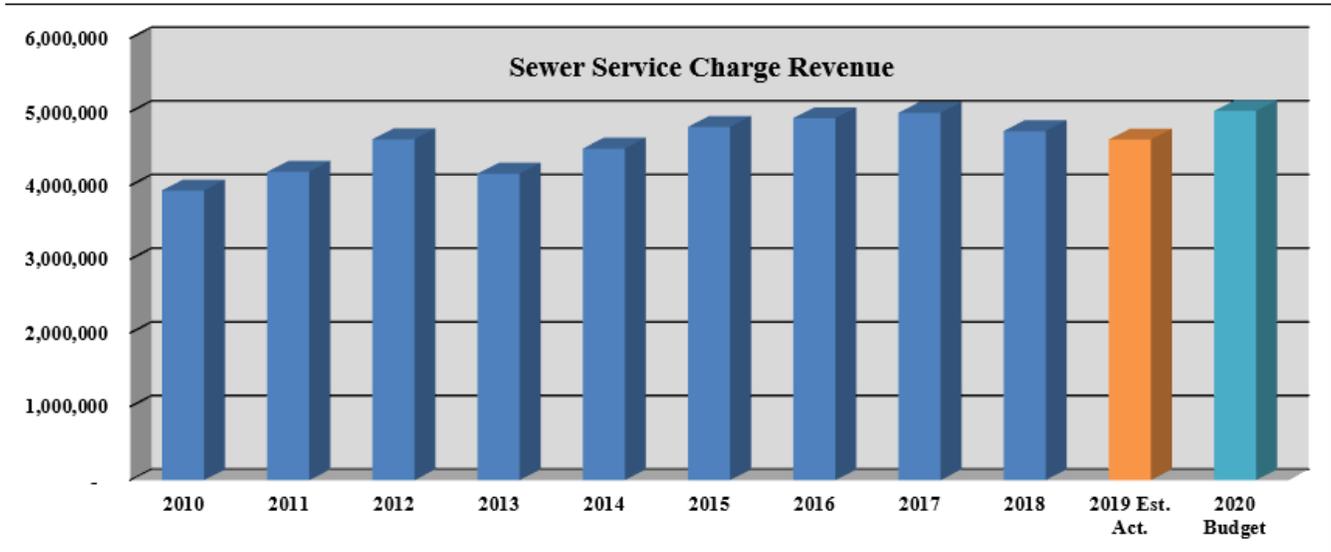
A portion of the State Motor Fuel Tax is allocated back to local governments to use to maintain local roads. The portion returned to municipalities is based upon population.

Changes in Motor Fuel Tax (MFT) are governed by the State Legislature. These changes are infrequent with the most recent occurring in 1999.

In 2010 and 2011 the State distributed additional monies related to new State revenues from video poker. In 2014, the state allocated additional one-time video poker revenue to municipalities. This is not projected to continue in the long-term.

The 2019 estimate and 2020 budget show significant increases as the State of Illinois increased the motor fuel tax from 19 cents per gallon to 38 cents per gallon and the diesel fuel tax from 5 cents per gallon to 45.5 cents per gallon.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis



Sewer Charges

Year	Amount
2010	3,930,949
2011	4,184,693
2012	4,626,206
2013	4,160,575
2014	4,499,893
2015	4,793,735
2016	4,912,549
2017	4,985,888
2018	4,736,905
2019 Est. Act.	4,622,900
2020 Budget	5,011,000

The sewer service charge was implemented as of May 1, 1986 as a condition of the Village's receipt of "Build Illinois" grant funds for sewer improvements. In subsequent years, the receipts of low interest loans for sewer improvements (from the Illinois Environmental Protection Agency) were also conditional upon them being repaid from sewer user charges. The sewer rate history is as follows (all rates are per 100 cu.ft. of water consumed):

January 1988 to April 1991	\$0.22	March 2006 to March 2007	\$2.40
May 1991 to December 1993	\$0.66	March 2007 to March 2008	\$2.46
January 1994 to December 1995	\$1.05	March 2008 to March 2009	\$2.64
January 1996 to December 1996	\$1.39	March 2009 to March 2010	\$2.86
January 1997 to March 1, 2002	\$1.75	March 2010 to March 2011	\$3.10
March 2002 to March 2004	\$1.90	March 2011 to March 2013	\$3.44
March 2004 to March 2005	\$2.28	March 2014 to March 2015	\$3.84
March 2005 to March 2006	\$2.37	As of March 2015	\$4.24

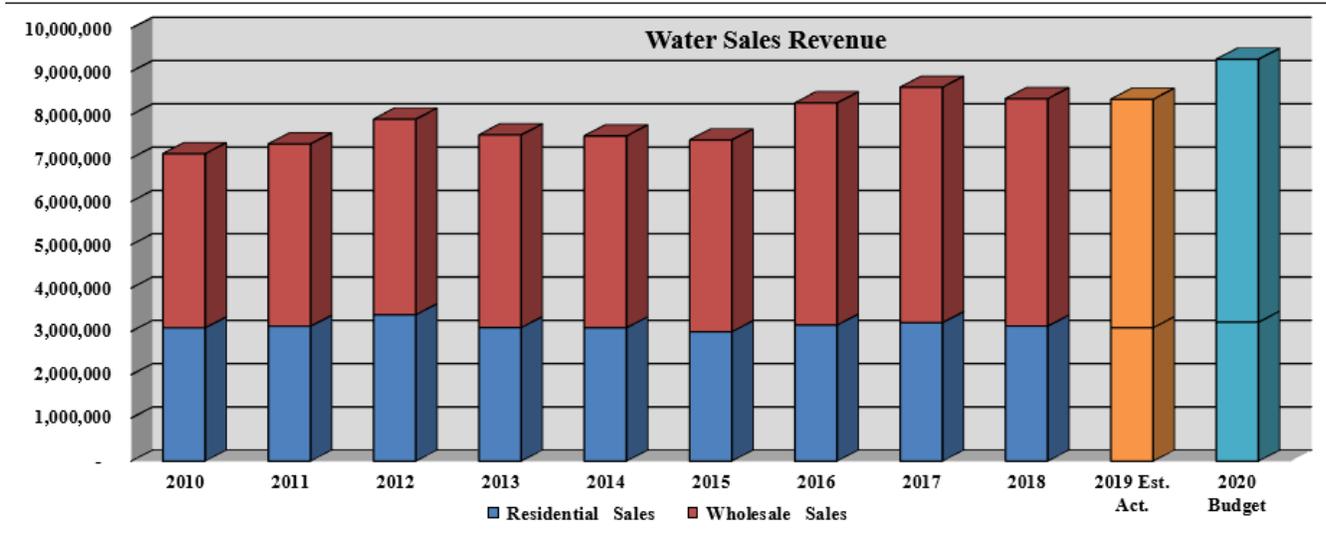
Sewer revenues are tied to water consumption and as such this revenue will fluctuate with annual water usage. Hot, dry summer months will enhance water consumption, as happened in 2012, while rainy summers will reduce water consumption. Annual rate increases from 2005 through 2011 were related to expense growth and to build back the reserve balance following rainy summers.

The sewer rate is one of the highest in the area and Wilmette's combined water / sewer rate is now in the top half for the area. The Village feels strongly that this is necessary to properly maintain the sewer infrastructure and efforts have been made to keep the rate increases to a minimum.

With a significant debt restructuring in 2011, debt service savings totaled more than \$3.6 million through 2016. These savings allowed for the continued commitment to improve sewer infrastructure and reduce home flooding with no additional rate increase in 2013. With major sewer improvements required on the separate sewer system, the Village completed approximately \$24 million in debt financed capital improvements. This debt issuance required two \$0.40 rate increases occurring in 2014 and 2015.

The Village has further committed to completing sewer improvements by moving forward on a \$68 million stormwater improvement project. This project will start in 2020 and will take on debt and use a new stormwater fee to repay the debt service.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis



Water Sales

Year	Residential Sales	Wholesale Sales
2010	3,081,847	4,019,677
2011	3,118,031	4,209,553
2012	3,383,905	4,517,368
2013	3,086,746	4,450,794
2014	3,083,250	4,428,527
2015	2,989,933	4,428,527
2016	3,145,608	5,130,302
2017	3,200,800	5,435,273
2018	3,122,121	5,249,926
2019 Est. Act.	3,083,600	5,274,070
2020 Budget	3,211,900	6,070,700

The Village water plant operation supplies water to Wilmette residents and to the Villages of Glenview and Kenilworth. Through the Village of Glenview, Wilmette supplies water to the Village of Golf and to Illinois American Water which services a portion of Prospect Heights.

The residential water rate was 88 cents per 100 cubic feet (ccf) from May, 1991 until 2002. Periodic increases have occurred since then for growth in operating costs and for capital improvements. The rate was increased from \$2.68 in 2018 for \$.275 in 2019.

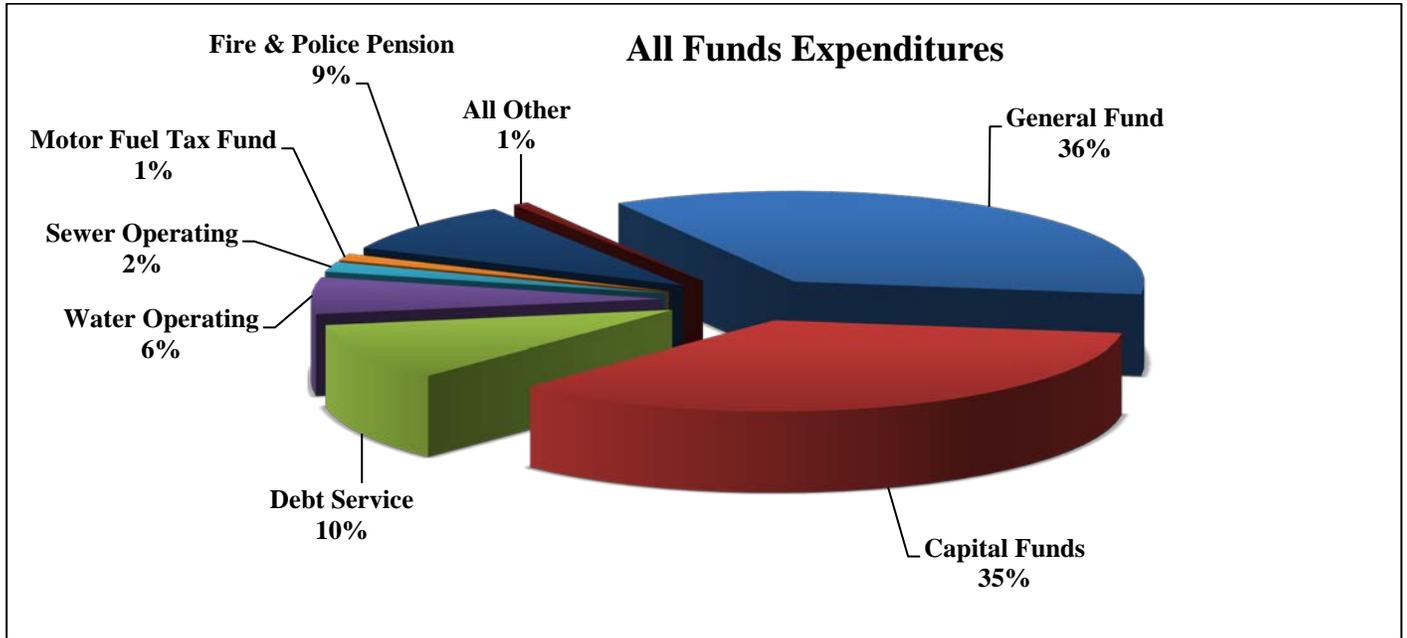
The wholesale rate is computed through a formula contained in a contract with the Village of Glenview (in effect until 2050). The 2013 rate was \$1.220 per 100 ccf. This rate is regularly calculated every two years, but is also re-calculated when large capital outlay contracts are awarded. The current rate was recalculated on 1/1/17 and was increased by 4.9%. The rate is projected to increase by approximately 5% in 2019 before a scheduled 5% reduction on January 1, 2020, as part of commencement of service to North Main Utilities/Aqua.

Total water sales are second only to property tax as a revenue source for the Village. There are two categories to this revenue source, residential and wholesale. Residential sales account for about 40% of the revenue while wholesale sales to the Villages of Glenview, Kenilworth, Golf, and Illinois American Water Company account for the other 60%. Note that about 75% of all water pumped is for wholesale use. The difference between wholesale and residential sales totals is mainly due to the difference in rates.

The residential water rate was held flat for five years in a row at \$2.49 per 100 cubic foot and this rate is below average in the area. The steady wholesale revenue in conjunction with reduced debt service from a debt refinancing in 2011 have allowed for no rate increases during this time. In 2016, a water rate increase of \$0.12 was needed to maintain an appropriate Water Fund reserve level and to adequately fund necessary maintenance at the Water Plant. Increases in total residential sales between 2011 and 2012 is weather related with hot, dry conditions resulting in increased volume. In 2013 and 2014 the Village experienced a reduction in volume. Usage in Wilmette is projected to remain flat in 2019 and beyond.

Wholesale sales have also been steadily increasing over the last 10 years. The wholesale rate is set by contract with the Village of Glenview that extends to the year 2050. The wholesale rate is re-calculated every other year. The 2017 rate recalculation (which is in place for 2017 and 2018) produced a 4.9% increase. There is no volume growth from Glenview projected for future years. The Village of Kenilworth signed an agreement to be a wholesale water customer and service began in early 2018. The Village added North Maine Utilities as a new wholesale customer beginning in mid-2020. The addition of North Maine will result in an anticipated \$1 million in new net wholesale revenue (\$500,000 in 2020).

Village of Wilmette 2020 Budget



General Fund:

Includes most of the operating expense for the Village other than Water and Sewer. This includes Police, Fire, Public Works, Refuse Collection and Disposal, and General Government expenditures.

Capital Funds:

This Fund includes major capital projects from the General Fund, CERF, the water utility and sewer utility funds.

Water Fund:

Provides for all of the expenses to operate the Village's water plant and water distribution system. This includes administrative expenses and provides for an operating transfer to the General Fund.

Sewer Fund:

Provides for the expense of maintaining and improving the Village's sewer system and storm water pumping station.

Motor Fuel Tax (MFT) Fund:

Provides for the expenditure of the Village's distribution of the State MFT. This is used for street repair and resurfacing and other qualified projects for which this money may be used.

Pension Funds:

Includes the expenses for the Police and Fire Pension Funds which the Village administers.

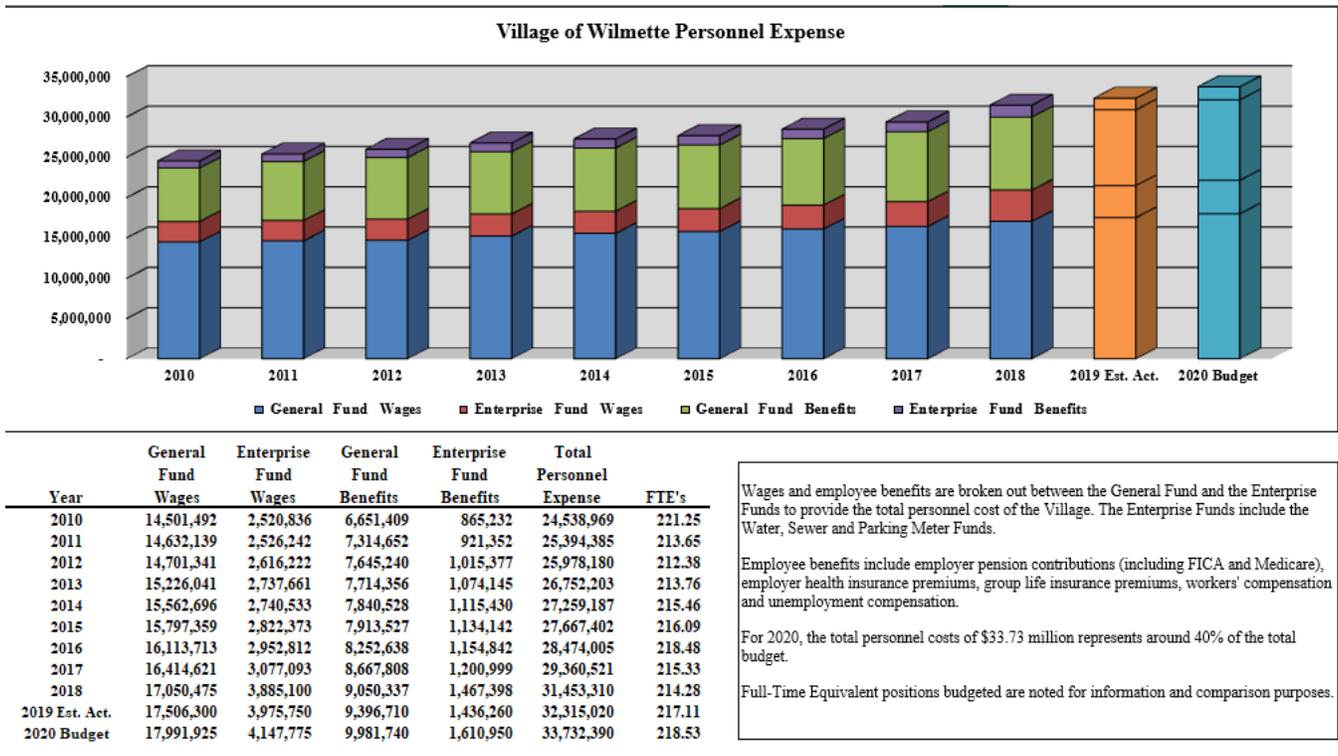
Debt Service Fund:

Provides for the principal and interest payments for the Village's General Obligation debt.

All Other:

Includes the expense of the Village's Parking Meter, and Section 105.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis



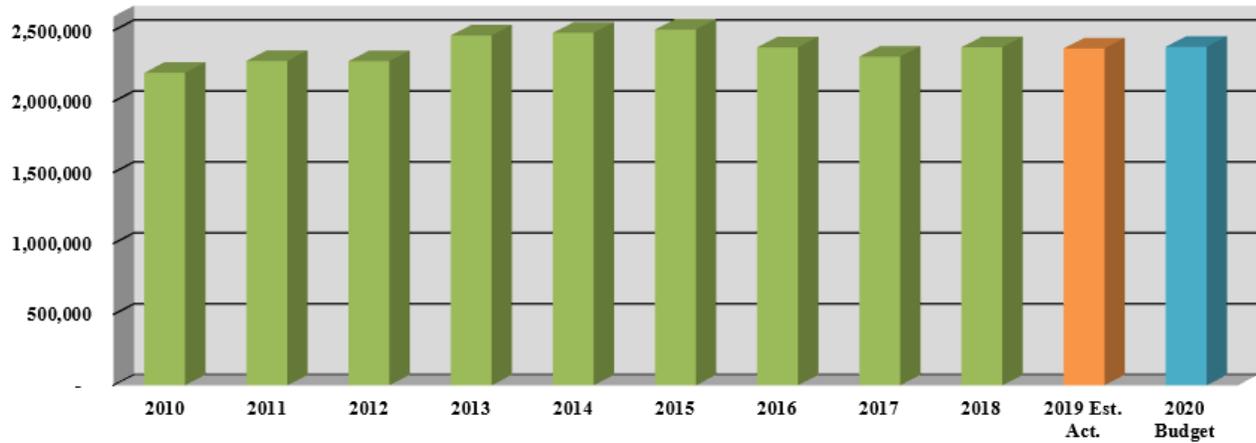
Excluding major capital projects, personnel costs represent nearly half of the Village's 2020 budget. These costs consist of wages and fringe benefits. Benefit expense growth has significantly outpaced wage growth. In 2004, wages reflected 75% of the total personnel cost and benefits the other 25%. In 2020 this ratio is 66% wages and 34% benefits.

Personnel expense overall has increased an average of less than 3% annually since 2004. While wages have increased by 2.3% annually over the past decade, benefits have increased by 4.3% - a reflection of increased health insurance costs and increased pension contributions. Overall, annual wage increases can be linked to existing collective bargaining agreements (CBAs) with the Village's Police and Firefighter unions. Unrepresented employees have historically received increases in line with these CBAs. While budgeted Full Time Equivalents (FTEs) had ranged between 224 and 230 from FY 2000 through 2008, the economic decline which began in the latter half of 2008 resulted in a budgeted FTE decrease to 218.53 for 2020. The total authorized full-time and semi full-time employees, i.e. those employees receiving full-time benefits, peaked in 2007 at 209 employees. The 2019 budget projects 198 such employees. The reduction has been achieved over the years mainly through attrition. Part-time and seasonal positions that have been eliminated, along with full-time positions that have been reduced to semi-full time, account for the total FTE decrease of 10.82 since 2008.

Future cash flow projections reflect 2.5% growth in wages and similar growth in benefits. Wage growth is based on the Village's CBAs as well as projected increases for scheduled step and longevity changes and benefit costs. Public safety pension contributions are estimated to increase by about 4% annually.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis

General Fund Refuse Collection and Disposal Program



General Fund Refuse Expense

Fiscal Year	Amount
2010	2,202,592
2011	2,285,934
2012	2,284,576
2013	2,465,649
2014	2,483,830
2015	2,507,048
2016	2,381,686
2017	2,316,299
2018	2,382,861
2019 Est. Act.	2,373,835
2020 Budget	2,385,870

This includes the cost of contractual refuse collection, contractual recycling collection and landfill tipping fees.

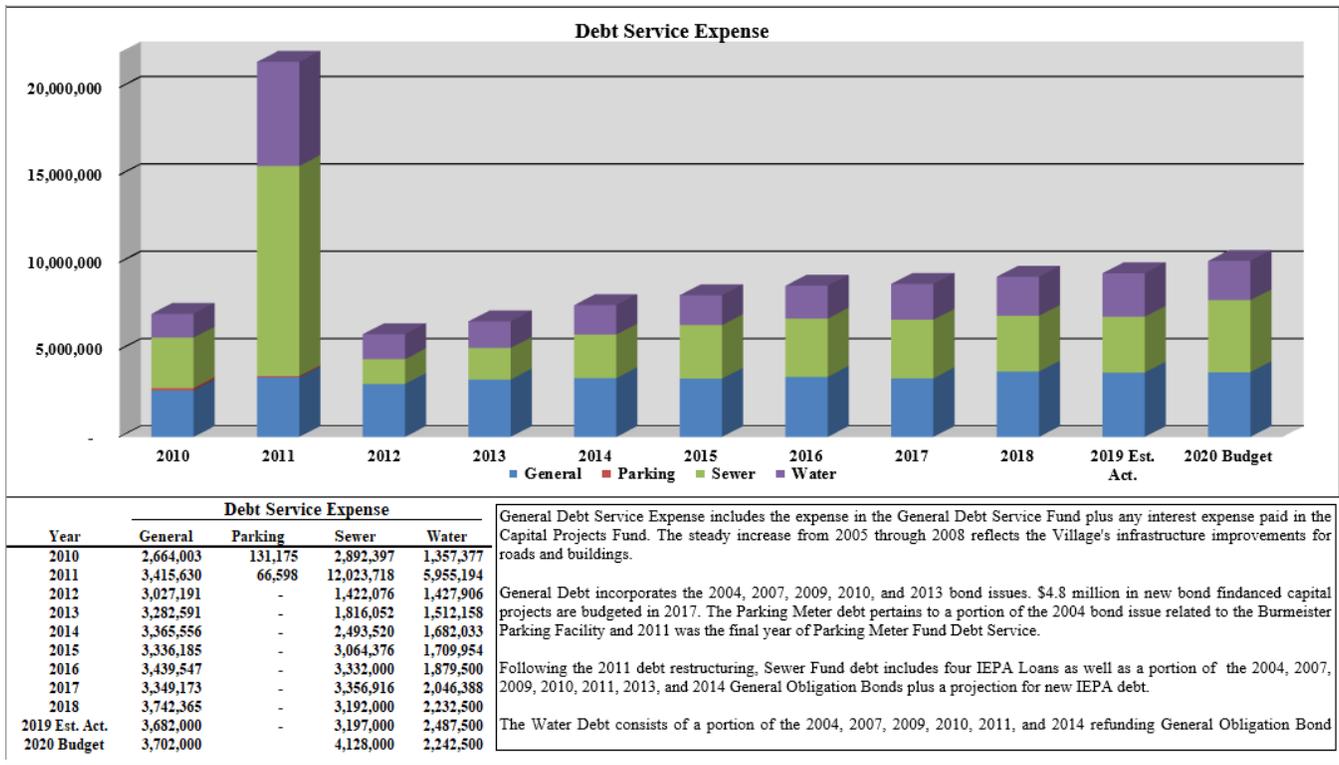
In 2010, the refuse program was revised to provide for curb-side collection throughout the Village (in areas where alley pick-up is not available). In prior years, these areas would receive back door pick-up by the refuse contractor. Backdoor collection is still available from the contractor for an additional fee. This fee is billed and collected directly by the contractor. The contract was renegotiated in 2019 and extended through 2023.

General Fund Refuse Expense includes costs of contractual refuse and recycling collection and landfill tipping fees. Refuse expenditures dropped significantly in 1993-94 when the Village changed its contractual service to once per week from twice per week. Since that time, refuse costs have increased by about 2.5% annually. The growth of the contractual collection was tied to the Chicagoland Consumer Price Index (CCPI). A contract extension in 1998 provided for no increase for a two-year period and CCPI growth beginning in 2001 through 2005. This contract was again extended in 2006 through the end of 2009.

A new refuse contract was approved in 2009 and was set to expire on March 31, 2018. With this new contract, back-door collection was eliminated in areas without alleys, in favor of curb-side collection. Had this previous service been continued, costs were expected to increase 30%. The new contract resulted in 13% expense growth. Residents wishing to keep back-door service have the option of paying the contractor an additional fee to do so. The new contract called for 3.5% annual increases that take effect April 1 each year. The contract was renegotiated in 2015 and extended through 2020. The contract called for a 2% decrease in 2016, no increase in 2017, and annual adjustments thereafter tied to the consumer price index, with a maximum increase of 2.5%. A subsequent renegotiation and contract extension through 2023 provides residents with no rate increases in four of the next five years, with a 2.5% increase in 2021. The contract also provides additional services that were not previously provided, including composting, electronics recycling, and hauling and disposal of leaves.

The Village's refuse collection fee assessed to all customers will cover 100% of the program costs in 2020.

Village of Wilmette 2020 Budget Revenue and Expense Trend Analysis



The Village's debt service expense grew significantly from 1998 through 2010. Over that time the Village issued general obligation debt of about \$45 million for road and streetscape improvements, street lighting improvements, computer technology and building improvements. New debt of \$1 million was issued in 2013 for alley improvements. In making these investment in the Village's infrastructure, tax supported debt service grew at an annual rate of 9.7% from 2002 through 2008. Debt restructuring in 2009 helped stabilize debt service at about \$3.3 million annually. This amount will gradually increase to about \$3.7 million in 2023 and 2024. The majority of current tax supported debt is scheduled to be retired by 2028.

Additional debt was issued to finance water and sewer related infrastructure improvements. A debt restructuring in 2011 reduced Sewer Fund debt service by \$3.6 million through 2016 and stabilized growth in the Water Fund. The Village issued \$8.9 million in 2013 and \$15.5 million in 2014 to finance a portion of the \$24 million in sewer capital improvement plan approved in 2013. Additionally, annual new IEPA borrowing of about \$820,000 will continue for sewer lining and rehabilitation.

Village of Wilmette
FY 2020 Budget
General Fund Revenues

Description	Actual	Actual	Actual	Budget	Estimated	Budget
	FY 2016	FY 2017	FY 2018	FY 2019	FY 2019	FY 2020
Property Taxes:						
Collections of Prior Years' Levies			107,661	95,100	95,100	98,100
2014 Tax Levy Receipts	112,271					
2015 Tax Levy Receipts	13,111,688					
2016 Tax Levy Receipts		13,631,835				
2017 Tax Levy Receipts			9,417,184			
2018 Tax Levy Receipts				9,664,600	9,664,600	
2018 Tax Levy Receipts						10,419,700
Allowance for Tax Refunds	(114,439)		(234,399)	(144,000)	(144,000)	(144,000)
Road & Bridge Tax Receipts	1,378	1,415	1,229	1,000	1,000	1,000
Total Property Tax Revenue	13,110,897	13,633,250	9,291,676	9,616,700	9,616,700	10,374,800
Other Tax Revenue:						
State Sales Tax	3,634,733	3,790,679	3,698,404	3,514,000	3,508,000	3,578,000
Home Rule Sales Tax	2,045,644	2,133,211	2,034,526	1,835,000	1,795,000	1,831,000
State Income Tax	2,636,758	2,487,918	2,594,015	2,492,000	2,862,000	2,919,000
Real Estate Transfer Tax	1,254,497	1,217,166	1,179,405	1,272,000	1,092,000	1,080,000
Non-Recurring R.E.T.T.	49,290	192,900	239,400		59,700	
Utility Tax - Electric	978,516	886,890	933,982	980,000	919,000	980,000
Utility Tax - Natural Gas	395,618	404,585	485,352	400,000	464,500	400,000
Utility Tax - Telecommunications	846,446	745,985	716,990	720,000	673,000	673,000
Wireless 911 Tax	335,240	421,359	606,799	570,000	610,000	610,000
Personal Prop. Replacement Tax	249,816	296,240	239,834	207,200	255,000	274,000
Fuel Tax	76,476	285,650	287,472	275,000	270,000	270,000
Hotel Tax	383,104	378,875	400,018	405,700	400,000	405,700
Total Other Tax Revenue	12,886,137	13,241,458	13,416,196	12,670,900	12,908,200	13,020,700
Fine Revenue:						
Circuit Court Collections	35,545	44,932	37,466	35,000	35,000	35,000
Collected Locally	269,171	262,400	248,846	250,000	215,000	215,000
Adjudication Revenue			12,177	10,000	80,000	50,000
Animal Impounds	5,761	4,471	1,971	3,700	3,700	3,700
Total Fine Revenue	310,477	311,803	300,460	298,700	333,700	303,700
License Revenue:						
Sales of Vehicle Licenses	1,521,438	1,494,061	1,566,714	1,475,000	1,555,000	1,515,000
Sales of Animal Licenses	1,670	1,535	1,265	1,500	1,500	1,500
Business Licenses	91,320	88,345	90,115	88,000	88,000	88,000
Contractor Licenses	156,805	156,640	154,880	156,000	146,000	148,000
Liquor Licenses	91,322	87,590	91,090	84,000	84,000	84,000
Total License Revenue	1,870,035	1,828,171	1,904,064	1,804,500	1,874,500	1,836,500

**Village of Wilmette
FY 2020 Budget
General Fund Revenues**

Description	Actual	Actual	Actual	Budget	Estimated	Budget
	FY 2016	FY 2017	FY 2018	FY 2019	Actual FY 2019	FY 2020
Permit Revenue:						
Non-Recurring Permits	1,105,761	670,548	956,617	30,000	1,070,000	100,000
Building Permits	1,106,127	1,324,795	1,164,358	1,175,000	1,056,100	1,025,000
Roof Permits	14,469	10,686	16,855	11,000	11,000	11,000
Demolition Permits	164,633	176,631	163,092	158,000	80,000	80,000
Inspection fees	402,863	373,592	300,344	302,400	290,000	290,000
Electric Permits (incl. A/C)	109,491	120,542	100,766	90,000	80,000	80,000
Plumbing Permits	65,333	64,390	59,691	46,400	46,400	46,400
Right of Way Permits	20,274	20,336	19,716	19,600	19,600	19,600
Grading Permits	66,938	78,324	76,305	73,400	93,400	93,400
Pavement Degradation Fee	95,326	124,633	128,514	80,000	120,000	120,000
Dumpster Permits	10,710	11,117	8,460	10,300	7,300	7,300
Fence Permits	17,745	16,029	15,171	13,100	15,100	15,100
Tree Removal Permits	14,152	15,372	15,457	8,200	13,200	13,200
All Other Permits	8,948	10,479	10,586	7,500	7,500	7,500
Plan Review Fees	87,378	80,046	99,776	80,000	80,000	80,000
Filing Fees	28,551	33,294	19,577	23,700	20,000	20,000
Permit Penalties	26,392	17,574	31,515	10,000	15,000	15,000
Total Permit Revenue	3,345,091	3,148,388	3,186,799	2,138,600	3,024,600	2,023,500

Service Charges:

Refuse charges	2,430,901	2,430,341	2,481,734	2,490,800	2,490,800	2,491,000
Sales of Yard Waste Bags	83,617	90,186	82,454	90,000	85,000	85,500
Ambulance charges	485,460	481,125	495,502	450,000	490,000	475,000
Burglar Alarm Service	19,925	14,575	23,975	15,000	20,000	20,000
Fire Alarm Service	1,275	800		1,000	1,000	
Street Light & Parkway Damage	27,089	22,753	44,105	36,000	20,000	20,000
Traffic / Parking & Consulting	4,415		19,846			
Other Prof. Services Reimb.	1,993	2,163				
Sanitarian Services	52,890	36,320				
C.A.D. Service Charges	67,221					
Other Police Dept. Service Charges	550	100		500		-
French Market Service Charges	2,175	2,175	2,900	2,200	2,200	2,200
Park District & School Ethernet Serv.	6,564	6,564	6,617	6,600	5,000	5,000
Park District Personnel charges	37,979	37,379	30,498	40,000	30,000	40,000
Elevator Inspections	12,981	16,706	13,033	15,000	13,000	13,200
Munic. Serv. - Shore Line Pl.	22,889	24,285	25,417	25,000	26,000	26,000
Munic. Serv. - Fairfield Ct.	72,381		52,348			
CPR Program Fees	1,060	780	1,275	700	1,200	1,000
Flu Shot Reimbursements	5,069	1,495				
Other Health Dept. Reimb.	2,500	920	75			
Total Service Charges	3,338,934	3,168,667	3,279,778	3,172,800	3,184,200	3,178,900

**Village of Wilmette
FY 2020 Budget
General Fund Revenues**

Description	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Budget FY 2020
Franchise Fees:						
Cable TV Franchise Fees	568,353	574,638	546,574	565,000	545,000	545,000
Commercial Waste Franchise fee	88,424	88,235	90,039	88,000	88,000	90,000
PEG	42,839	41,024	39,976	42,500	37,500	37,500
Total Franchise Fees	699,616	703,897	676,588	695,500	670,500	672,500
Rental Income:						
Rent - Wilmette Park District	54,767	55,635	56,760	55,000	55,000	55,000
Rent - Depot	48,887	48,887	48,887	48,800	48,800	48,800
Rent - 3545 Lake Ave.	2,400	2,400	2,400	2,400	2,400	2,400
Rent - 1225 Central Ave.	22,800					
Cellular Antenna rentals	315,616	359,178	369,600	358,000	370,000	370,000
Total Rental Income	444,470	466,100	477,647	464,200	476,200	476,200
Enterprise Fund Transfers:						
Water Fund Transfer	1,000,000	1,000,000	950,000	1,000,000	1,000,000	1,050,000
Total Fund Transfers	1,000,000	1,000,000	950,000	1,000,000	1,000,000	1,050,000
Grants & Bond Proceeds:						
GRANT REVENUE			1,875	400,000		250,000
Police Grants	4,176	5,057	19,866	20,000	20,000	20,000
Fire Grants	43,352	17,817	12,991	20,000	20,000	20,000
Fire Grant - SCBA		44,546				
Forestry Grants						
Bike Rack					9,600	
MWRD - green alley						
North Bridge Sidewalk Replacement					151,210	
Grants / Contributions - Elmwood ROW						
Skokie/Hibbard Raod Reconstruction	150,599	221,265	267,068		10,500	
Locust Road Reconstruction			137,191	269,445	233,730	25,970
Central Avenue Recontruction				426,810	384,110	347,100
Skokie/Lake				80,100	65,310	43,540
Skokie Valley Bike Trail						130,000
Total Bond Proceeds & Grants	198,127	288,685	438,991	1,216,355	894,460	836,610

**Village of Wilmette
FY 2020 Budget
General Fund Revenues**

Description	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Budget FY 2020
Other Non-Recurring Revenues:						
Police Seizure Funds	12,777	13,057		20,000	31,000	20,000
Section 125 Balance Write-Off	2,586				2,600	
HAP Lien Collections						
Insurance Recoveries	4,556		26,128			
Donations		5,692	5,270			
Total Other Non-Recurring	19,919	18,749	31,398	20,000	33,600	20,000
Interest Income	26,194	38,911	405,152	300,000	500,000	300,000
Other Income:						
Sale of General Fixed Assets	7,233	29,803	20,026	20,000	68,000	20,000
Historical Society Reimb.	29,703	32,164	35,967	30,000	30,000	30,000
Other Income	503,390	27,875	27,536	21,000	28,000	20,000
Interest - property tax collections	465	500	2,297	2,000	2,900	2,000
Total Miscellaneous	540,791	90,342	85,827	73,000	128,900	72,000
Total General Fund Revenues	37,790,689	37,938,421	34,444,576.58	33,471,255	34,645,560	34,165,410

**Village of Wilmette
FY 2020 Budget
Water and Sewer Funds' Revenues**

Description						Estimated	FY 2020
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Actual FY 2019		
Sewer Fund:							
Residential Sewer Charges	4,912,549	4,973,791	4,736,905	5,082,900	4,622,900	5,011,000	
Stormwater Fee						1,557,970	
Bond Proceeds Interest	2,647	12,188				24,000,000	
E.P.A. Loan Proceeds	701,187		782,248	1,970,000	1,972,653	820,000	
Other Income	42,668						
Total Sewer Revenues	5,659,051	4,985,979	5,519,153	7,052,900	6,595,553	31,388,970	
Water Fund:							
Residential Water Sales	3,145,608	3,200,760	3,122,121	3,376,700	3,083,600	3,211,900	
Wholesale Water Sales:							
Village of Glenview	4,048,256	4,035,784	3,892,664	4,267,000	3,969,500	3,946,670	
Illinois American Water	1,072,550	1,133,419	1,111,856	1,126,000	1,049,400	1,041,450	
Village of Kenilworth	-	226,941	208,885	236,000	218,670	218,070	
Village of Golf	4,748	39,129	36,521	39,000	36,500	36,200	
North Maine	4,748					828,310	
Water meter replacement fee	48,968	48,898	48,596	50,000	50,000	50,000	
Other Income	93,706	124,877	88,079	120,000	30,000	120,000	
Interest Income:							
Surplus Account:	14,780	14,323	167,118	20,000	180,000	100,000	
Bond Proceeds Account	295						
Total Interest Income	15,075	14,323	167,118	20,000	180,000	100,000	
Loan / Bond Proceeds		539,968	714,203	5,000,000	3,600,000	5,000,000	
Total Water Fund Revenues	8,433,658	9,364,099	9,390,043	14,234,700	12,217,670	14,552,600	

**Village of Wilmette
FY 2020 Budget
Parking Meter Fund Revenues**

	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	FY 2020
Commuter Lot - Village	46,204	63,483	64,763	65,000	65,000	66,000
Commuter Lot - R.R.	122,767	149,414	145,523	150,000	150,000	152,000
Poplar Drive Lots	16,966	20,649	20,330	20,000	20,000	20,000
Debit Cards - Village		-				
Debit Cards - R.R.	(405)	-				
Park Ave. Lot	18,300	18,300	18,300	18,300	18,300	18,300
West Park Lot	12,600	13,680	13,080	12,000	12,000	12,000
St. Augustine Lot	7,200	6,650	6,900	6,500	6,500	6,500
11th & Central Lot	3,440	4,400	4,040	4,000	4,000	4,000
Masonic Temple Lot	1,670	1,360	1,600	1,400	1,400	1,400
Atrium Lot	1,440	1,440	1,440	1,460	1,460	1,460
METRA Station rent	3,000	3,000	3,000	3,000	3,000	3,000
Commuter Pay Station / Drop Box	151,161	149,753	140,691	130,000	130,000	133,000
Commuter Permit Revenue	17,760	23,840	22,720	20,000	22,000	22,000
Merchant Permit Revenue	4,212	4,212	4,212	4,200	4,200	4,200
Resident 24 Hour Permit Revenue	5,520	3,840	3,200	4,000	4,000	4,000
Permit Revenue	20,075	19,975	19,025	22,500	20,000	22,500
Total Revenues	431,911	483,996	468,825	462,360	461,860	470,360

**Village of Wilmette
FY 2020 Budget
Other Funds' Revenues**

Description	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	FY 2020
Capital Projects Fund:						
Bond Issue Proceeds		4,966,024				
Bond Proceeds Interest			47,750			
Total Revenues	-	4,966,024	47,750	-	-	-
General Debt Service Fund:						
Property Taxes:						
Collections of Earlier Levies	(1,595)		26,871			
2015 Tax Levy Receipts	3,391,000					
2016 Tax Levy Receipts		3,390,153				
2017 Tax Levy Receipts			3,707,056	37,400	57,400	
2018 Tax Levy Receipts				3,657,300	3,677,300	37,100
2019 Tax Levy Receipts						3,679,000
2020 Tax Levy Receipts						
2021 Tax Levy Receipts						
Allowance for Tax Refunds			(60,106)	(48,000)	(78,000)	(48,000)
General Fund Transfer	65,000	110,000	-	40,000	-	35,000
Total Revenues	3,454,405	3,500,153	3,673,821	3,686,700	3,656,700	3,703,100
Motor Fuel Tax Fund:						
Motor Fuel Tax Allotments	689,652	690,897	693,310	640,000	757,100	1,033,400
Interest Income	1,666	1,359	8,509	4,500	10,000	4,500
Total Revenues	691,318	692,256	701,819	644,500	767,100	1,037,900
Firemen's Pension Fund:						
Employer Contribution	2,422,000	2,609,000		-		-
Current Year Levy			2,750,000	2,823,000	2,823,000	2,859,000
GF Reserves				-		180,000
Payroll Deductions	429,767	427,546	427,374	445,000	445,000	464,000
Investment Income	3,317,478	5,828,819	(3,377,675)	3,000,000	3,000,000	3,100,000
Total Revenues	6,169,245	8,865,365	(200,301)	6,268,000	6,268,000	6,603,000

**Village of Wilmette
FY 2020 Budget
Other Funds' Revenues**

Description	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	FY 2020
Police Pension Fund:						
Employer Contribution	1,891,000	2,023,000		-		-
Current Year Levy			2,127,000	2,273,000	2,273,000	2,377,700
GF Reserves				-		20,000
Payroll Deductions	449,131	445,506	456,418	470,000	475,000	490,000
Investment Income	3,307,752	5,753,055	(3,219,456)	3,000,000	3,000,000	3,100,000
Total Revenues	5,647,883	8,221,561	(636,038)	5,743,000	5,748,000	5,987,700
Section 105 Fund:						
Contributions from other Funds:						
General Fund	206,362	207,225	208,743	215,250	232,145	223,600
Municipal Garage	6,710	6,210	6,620	10,410	6,890	5,200
Sewer Fund	7,268	6,726	6,619	8,560	6,885	5,200
Water Fund	27,660	28,838	31,018	37,780	34,085	26,000
Investment Income	2,258	2,396	27,246	15,000	30,000	15,000
Total Revenues	250,258	251,395	280,246	287,000	310,005	275,000

Village of Wilmette
FY 2020 Budget
Internal Service Funds' Revenues

Description	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated	Budget FY 2020
					Actual FY 2019	
Employee Insurance Fund:						
Contributions from other Funds:						
General Fund	2,194,347	2,233,046	2,341,643	2,600,680	2,507,390	2,712,888
Municipal Garage	91,515	92,978	96,652	104,820	101,060	105,880
Parking Meter Fund	21,904	11,366	18,788	20,060	19,340	22,280
Sewer Fund	98,528	99,891	89,497	103,600	99,880	118,250
Water Fund	387,812	432,084	437,080	491,450	473,820	510,310
Total Revenues	2,794,105	2,869,365	2,983,660	3,320,610	3,201,490	3,469,608

Municipal Garage Fund:

Contributions from other Funds:						
Insurance Recoveries	7,889	1,950	1,848	3,000	3,000	3,000
General Fund	1,072,924	1,152,210	1,146,843	1,143,190	1,149,935	1,128,035
Sewer Fund	63,950	81,210	119,260	118,860	119,560	123,620
Water Fund	80,990	97,840	136,790	136,340	137,140	153,130
Total Revenues	1,225,753	1,333,210	1,404,741	1,401,390	1,409,635	1,407,785

Workers' Compensation Fund:

Contributions from other Funds:						
Insurance Recoveries	22,638	23,353	24,336	-	15,000	-
General Fund	250,582	253,668	225,776	261,620	246,940	127,280
Municipal Garage	8,910	9,170	8,500	9,480	8,950	4,670
Parking Meter Fund	2,010	1,530	1,180	1,280	1,210	640
Sewer Fund	8,730	8,930	8,170	9,130	8,620	5,030
Water Fund	35,900	37,150	34,800	39,190	36,990	19,080
Total Revenues	328,770	333,801	302,762	320,700	317,710	156,700

Illinois Municipal Retirement Fund:

Contributions from other Funds:						
General Fund	1,323,065	1,341,901	1,397,173	1,310,740	1,296,030	1,495,050
Municipal Garage	108,282	111,605	117,620	105,830	104,640	123,600
Parking Meter Fund	24,210	10,033	17,062	14,340	14,180	16,870
Sewer Fund	110,933	115,773	111,071	101,490	100,350	132,760
Water Fund	433,917	448,680	482,719	434,680	429,800	502,780
Total Revenues	2,000,407	2,027,992	2,125,645	1,967,080	1,945,000	2,271,060

**Village of Wilmette FY 2020 Budget
Tax Levy Projections**

Levy Year	Projected Operating Levy	Road Program	Fire and Police Pension Levy *	Debt Service Levy	Additional Levy for Fire & Police Pen.	Portion Paid from Bond Proceeds	Adjustment ** to Operating Levy to Smooth the Increment	Total Levy	"Smoothed" Incremental Growth (%)
1998	6,386,857			997,843				7,384,700	
1999	6,466,007			1,176,693				7,642,700	3.49%
2000	6,627,658			1,386,515			(20,000)	7,994,173	4.60%
2001	6,956,488			1,515,128			(10,000)	8,461,616	5.85%
2002	7,234,176			2,473,868		(600,000)	(140,000)	8,968,044	5.98%
2003	7,523,543			2,563,593		(400,000)	(182,000)	9,505,136	5.99%
2004	8,071,000			2,583,226		(200,000)	(147,500)	10,306,726	8.43%
2005	8,295,437			2,450,663			179,500	10,925,600	6.00%
2006	8,940,311			2,541,289			320,000	11,801,600	8.02%
2007	9,352,187			3,883,613		(500,000)	(463,000)	12,272,800	3.99%
2008	9,572,183			3,241,817	172,000		13,000	12,999,000	5.92%
2009	9,503,999			3,069,001	490,000		450,000	13,513,000	3.95%
2010	9,942,229			2,991,871	1,082,000			14,016,100	3.72%
2011	10,330,002			3,041,398	1,162,000			14,533,400	3.69%
2012	11,783,345			3,256,455				15,039,800	3.48%
2013	12,250,693			3,298,207				15,548,900	3.39%
2014	12,718,778			3,351,672				16,070,450	3.35%
2015	9,136,199		4,059,100	3,412,624				16,607,923	3.34%
2016	9,440,078		4,516,300	3,477,386				17,433,764	4.97%
2017	9,356,668	150,000	4,877,000	3,738,528				18,122,196	3.95%
2018	9,661,800	150,000	5,096,000	3,713,000				18,620,800	2.75%
2019	9,928,400	650,000	5,236,000	3,735,000				19,549,400	4.99%
2020	10,375,100	650,000	5,581,000	3,744,000				20,350,100	4.10%
2021	10,841,800	650,000	5,919,000	3,980,000				21,390,800	5.11%
2022	11,329,500	650,000	6,050,000	4,082,000				22,111,500	3.37%
2023	11,839,400	702,000	6,324,000	4,030,000				22,895,400	3.55%
2024	12,372,100	721,000	6,194,000	4,011,000				23,298,100	1.76%
2025	12,929,800	2,394,000	6,064,000	2,338,000				23,725,800	1.84%
2026	13,519,200	2,498,000	5,940,000	2,234,000				24,191,200	1.96%
2027	14,127,000	2,498,000	5,814,000	2,234,000				24,673,000	1.99%
2028	14,762,600	2,580,000	5,674,000	2,152,000				25,168,600	2.01%

* The itemization of the employer contribution to the Fire and Police Pension Funds was new on the 2017 tax levy. Previously this expense was included in the Operating Levy

** These adjustments, in total, net to zero. They are designed to eliminate large percentage fluctuations in the Village's tax levy due to the issuance of new debt.

**Village of Wilmette
2020 Budget**

Program Number	Program	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated	
						Actual FY 2019	Budget FY 2020
11-01	Legislative	26,672	27,666	27,624	34,000	29,500	34,000
11-04	Administration	675,032	671,987	720,778	746,460	755,460	754,460
11-05	Administrative Services	754,295	781,556	765,586	808,205	803,565	831,415
11-06	Finance	1,209,898	1,253,776	1,297,217	1,365,015	1,312,715	1,316,790
11-07	Law	369,911	337,772	413,811	286,385	280,985	294,575
11-09	Community Development	1,266,662	1,306,973	1,360,181	1,438,985	1,450,035	1,535,735
11-09	Business Development	522,943	467,870	515,414	542,650	532,450	544,895
11-10	Misc. Boards & Comm.	4,182	3,857	1,414	8,450	7,200	8,450
11-11	Wilmette Historical Museum	157,371	160,440	168,736	162,745	172,745	167,360
11-15	Cable Programming Services	162,395	165,044	176,017	171,810	171,510	175,955
11-19	Contingency	269,751	156,743	300,000	440,000	43,720	685,000
Total General Government		5,419,112	5,333,684	5,746,778	6,004,705	5,559,885	6,348,635
11-20	Engineering	2,577,679	3,503,062	2,801,274	4,500,265	4,695,605	5,364,960
11-23	Streets Department	2,498,818	2,439,337	2,693,569	2,650,760	2,719,115	2,647,830
11-24	Refuse Collection & Disposal	2,382,646	2,317,260	2,383,821	2,383,990	2,377,575	2,389,020
11-30	Maintenance of Trees	823,606	825,724	719,258	732,690	713,410	773,880
11-33	Street Lighting	347,137	380,697	387,323	409,515	403,150	416,755
11-34	Buildings & Grounds	659,595	672,203	691,077	661,745	652,020	672,955
Total Public Works		9,289,481	10,138,283	9,676,322	11,338,965	11,560,875	12,265,400
11-40	Fire & Police Commision	75,660	113,864	84,676	107,090	107,090	90,880
11-41	Police - General Operations	8,303,106	8,436,896	6,686,815	6,918,245	6,855,395	7,070,025
11-42	Police - General Services	723,518	787,955	803,815	828,410	831,555	933,475
11-43	Pub. Safety - Communication	1,437,739	1,519,197	1,565,920	1,474,285	1,432,905	1,494,600
11-45	Police - Crossing Guards	246,956	251,041	272,155	296,185	296,185	300,650
11-51	Fire Department	9,116,488	9,335,689	6,767,118	7,049,225	7,017,695	7,106,895
11-56	Public Health	258,189	163,601	45,000	45,000	45,000	45,000
Total Safety & Public Health		20,161,656	20,608,243	16,225,499	16,718,440	16,585,825	17,041,525
11-91	Gen. Liab. & Prop. Insur.	153,554	140,293	155,000	55,000	55,000	30,000
11-95	Capital Improvements	82,584	3,633,531	2,034,000	348,065	577,055	95,000
11-96	CERF	-	798,346	908,000	638,500	645,865	1,437,600
Totals		35,106,387	40,652,380	34,745,599	35,103,675	34,984,505	37,218,160

**Village of Wilmette
2020 Budget**

Program Number	Description	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated	Budget FY 2020
						Actual FY 2019	
16-93	General Debt Service Fund	3,439,547	3,349,173	3,742,115	3,682,000	3,678,000	3,702,000
22-63	Motor Fuel Tax Fund	923,500	700,000	700,000	700,000	700,000	1,200,000
23-75	Public Parking - Village Center	231,854	180,783	204,028	227,745	234,965	246,835
23-76	Public Parking - CTA Lots	143,651	118,902	165,505	155,470	154,325	160,820
23-77	Parking - Burmeister Lot	5,633	3,199	6,419	7,210	6,400	7,125
	Total Parking Meter Fund	381,138	302,884	375,952	390,425	395,690	414,780
33-97	Firemen's Pension Fund	3,738,329	3,936,519	4,125,638	4,574,800	4,347,000	4,819,000
34-98	Police Pension Fund	2,838,468	3,185,690	3,485,241	4,031,000	3,851,000	4,293,000
39-00	Section 105 Fund	248,512	206,256	267,709	300,000	300,000	300,000
40-80	Sewer Maintenance	1,437,139	1,921,112	1,808,379	2,161,365	2,127,450	2,153,280
40-84	Storm Water Pump Station	74,844	56,104	75,031	85,975	87,675	103,145
40-93	Sewer Debt Service	3,209,622	3,356,916	3,447,000	3,197,000	3,190,000	3,928,000
40-95	Sewer Improvements	1,830,498	1,990,000	2,100,000	3,870,000	4,968,193	24,630,000
	Total Sewer Fund	6,552,103	7,324,132	7,430,410	9,314,340	10,373,318	30,814,425
41-81	Pumping	2,683,541	2,788,580	2,993,561	3,230,195	3,145,220	3,136,280
41-82	Reservoir & Meter Maint.	315,857	330,548	350,219	353,180	353,330	336,185
41-83	Distribution	1,137,515	1,245,148	1,742,739	1,310,760	1,383,415	1,364,670
41-84	Miscellaneous	1,523,519	1,579,928	1,632,255	1,651,505	1,638,595	1,708,835
41-85	General	168,242	179,520	246,295	214,010	176,750	211,715
41-93	Debt Service	1,846,674	2,046,388	2,218,414	2,487,500	2,337,500	2,242,500
41-95	Capital Improvements	215,262	539,968	714,202	6,818,300	4,992,235	7,920,200
	Total Water Fund	7,890,610	8,710,080	9,897,685	16,065,450	14,027,045	16,920,385
	Total Expenditures before Internal Service Funds	61,118,594	68,367,114	64,770,349	74,161,690	72,656,558	99,681,750
Internal Service Funds:							
11-27	Municipal Garage Fund	1,225,753	1,333,209	1,380,535	1,401,390	1,409,635	1,407,785
12-90	Employee Insurance Fund	2,794,105	2,868,625	2,984,879	3,332,091	3,201,500	3,468,888
19-92	Workers' Compensation Fund	328,770	323,885	291,927	320,700	317,700	156,700
35-96	IMRF	2,000,407	2,027,992	2,122,951	1,967,080	1,945,000	2,271,060
	Total Expenditures	67,467,629	74,920,825	71,550,641	81,182,951	79,530,393	106,986,183

Village of Wilmette
FY 2020 Budget
Summary of Major Revenues & Expenditures

<u>Major Revenue Category</u>	Actual FY 2015	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Budget FY 2020
Water & Sewer charges	12,627,846	13,188,459	13,609,824	13,108,952	14,127,600	12,980,570	15,851,570
Property tax collections	15,889,278	16,544,766	17,023,403	17,842,497	18,399,400	18,369,400	19,314,600
Sales tax (State & Home Rule)	5,345,098	5,680,376	5,923,890	5,732,930	5,349,000	5,303,000	5,409,000
Pension Fund investment income	(1,529,727)	6,625,230	11,581,874	(6,597,131)	6,000,000	6,000,000	6,200,000
Utility tax	2,237,745	2,244,700	2,037,460	1,491,033	2,100,000	2,056,500	2,053,000
Income Tax	2,882,144	2,636,758	2,487,918	2,594,015	2,492,000	2,862,000	2,919,000
Permit Revenue	2,461,412	3,345,091	3,148,388	3,186,799	2,138,600	3,024,600	2,035,500
Debt Proceeds	-	701,187	4,966,024	1,496,451	6,970,000	3,797,653	29,820,000
Total Major Revenues	39,913,796	50,966,567	60,778,781	38,855,546	57,576,600	54,393,723	83,602,670

Total All Funds Revenues	65,617,163	65,617,163	79,269,249	53,689,895	71,850,415	70,670,448	98,184,040
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Percentage of Major Revenues to Total Revenues	60.8%	77.7%	76.7%	72.4%	80.1%	77.0%	85.1%
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<u>Expenditure Category</u>	Actual FY 2015	Actual FY 2016	Actual FY 2017	Actual FY 2018	Budget FY 2019	Estimated Actual FY 2019	Budget FY 2020
Personnel	27,708,438	28,461,685	29,360,521	31,453,310	31,534,880	32,315,020	33,732,390
Refuse Expense	2,507,048	2,381,686	2,316,299	2,382,861	2,380,840	2,373,835	2,385,870
Capital Outlay	15,727,048	5,207,633	9,568,390	4,226,303	17,282,308	13,723,270	36,081,210
Debt Service	8,086,090	8,580,346	8,752,477	9,166,865	9,366,500	9,366,500	10,072,500
Pension Disbursements	6,184,445	6,576,798	7,131,820	7,610,880	8,605,800	7,836,987	8,674,000
Total Major Expenditures	60,213,069	51,208,148	57,129,507	54,840,219	69,170,328	65,615,612	90,945,970

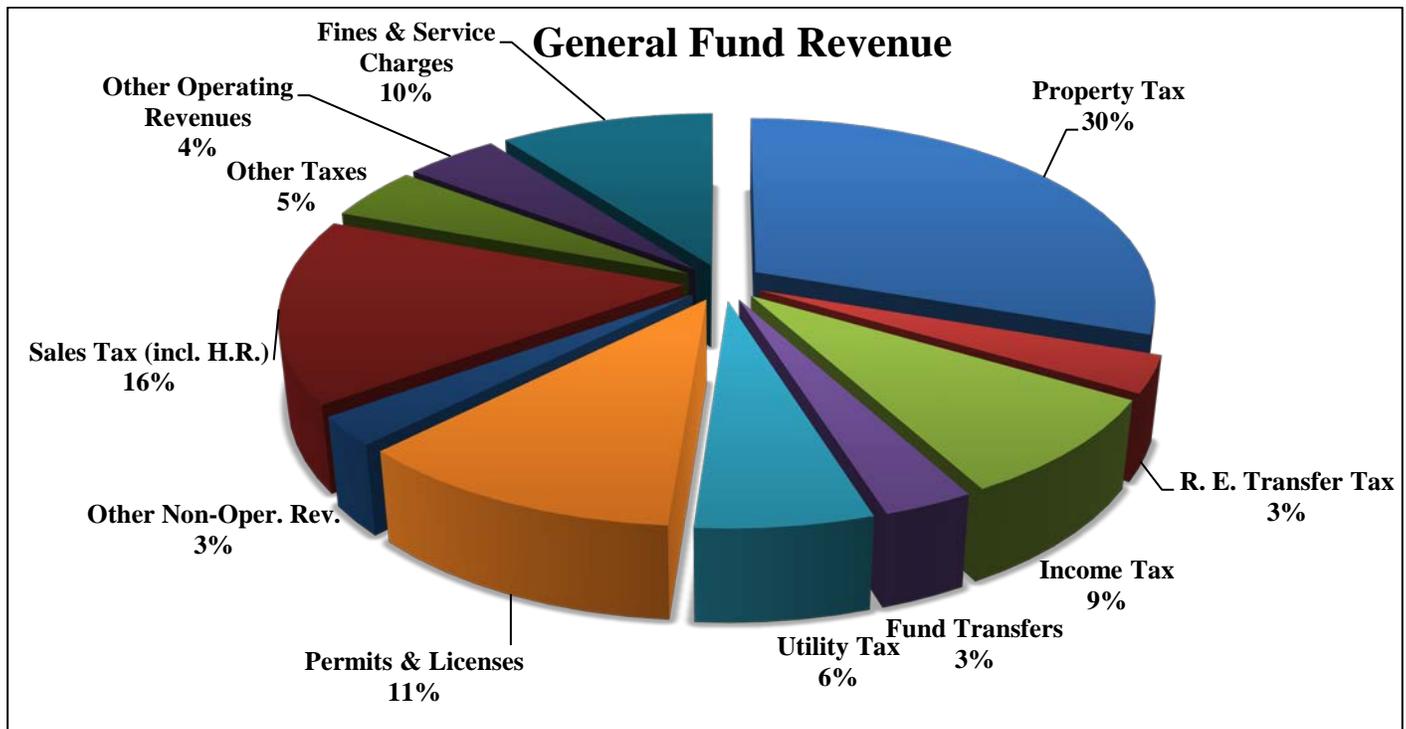
Total All Funds Expenditures	72,928,439	61,386,451	68,741,225	63,037,948	76,132,065	67,284,045	99,611,750
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Percentage of Major Expenditures to Total Expenditures	82.6%	83.4%	83.1%	87.0%	90.9%	97.5%	91.3%
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GENERAL FUND

The **General Fund** is used to account for all revenues and expenditures used to finance traditional services associated with municipal government which are not required to be accounted for in other funds. The main components of these expenditures consist of general government, public health and safety, and public works. The primary revenues used to finance these functions are the property tax, sales tax, utility tax, income tax, real estate transfer tax, refuse and other service charges, vehicle licenses and various construction permits.

Village of Wilmette 2020 Budget



Property Taxes:

Real estate tax levy collections for the 2019 General Fund levy.

Sales Tax:

1% State collected local retail sales tax and State distribution of the local use tax plus a Home Rule Sales Tax that took effect January 1, 2005 and was increased in 2015 to 1%. The total sales tax rate in the Village for general merchandise is 10%.

Utility Tax:

A consumption tax collected by public utility companies for electric and gas equaling approximately 5% of the utility bills; and 6% tax on telephone bills (a 5% telecommunications tax and a 1% infrastructure maintenance fee).

Income Tax:

State distribution of the Illinois State Income Tax. A portion of this tax is allocated back to municipalities on a per capita basis.

Fines:

Revenue from parking and miscellaneous offenses which are collected locally as well as traffic violations collected by the Circuit Court.

Real Estate Transfer Tax:

Tax levied upon the buyers of real estate within the corporate limits of Wilmette. The tax is \$3.00 per \$1,000 of the sales price.

Other Funds' Transfers:

An operating transfer from the Village's Water Fund occurs annually.

Licenses and Permits:

Building and related permits issued by the Department of Community Development; vehicle, animal, business and liquor licenses.

Other Non-Operating Revenue:

Non-recurring revenues which are used to finance capital outlay and other non-recurring projects. These include cellular lease revenue, interest earned on bond proceeds, and the sale of general fixed assets.

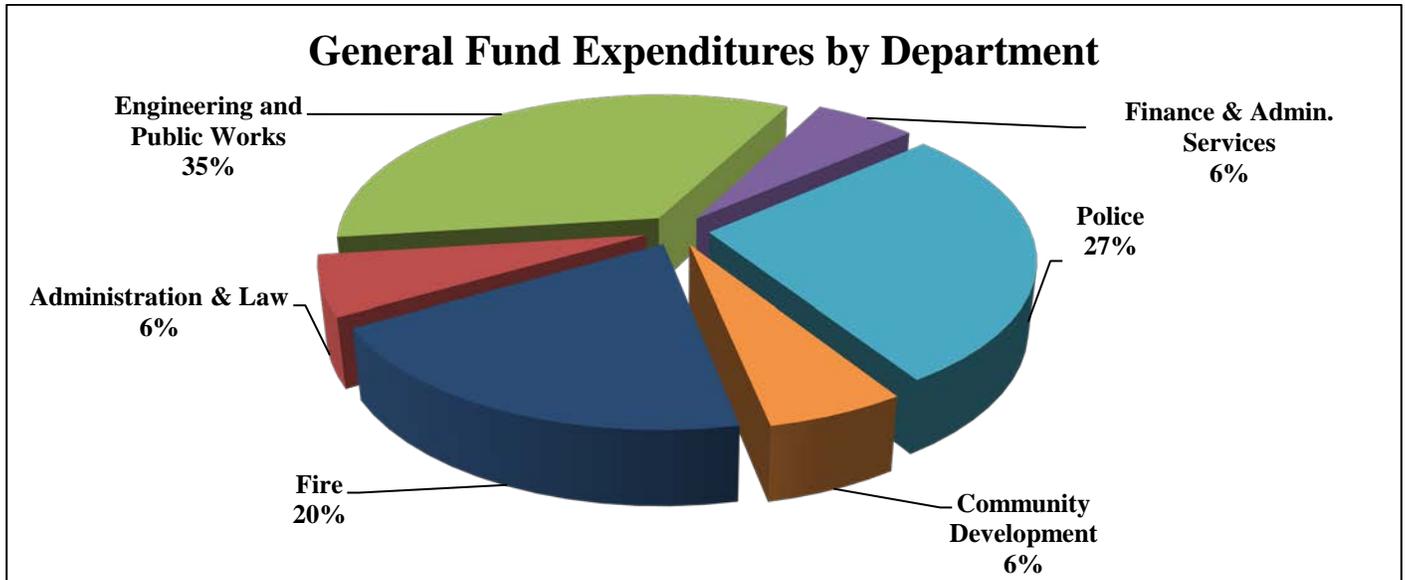
Service Charges:

The \$23.75 monthly refuse collection fee, Ambulance Transport charges, and the \$2.25 yard waste bag stickers are the most significant General Fund service charges. This category also includes fees collected for specific Village services such as fire and burglar alarms, maintenance of state routes, and payments for damage to Village property.

Other Operating Revenue:

Interest earnings, cable TV franchise fees, rental income, and other miscellaneous receipts.

Village of Wilmette 2020 Budget



Engineering & Public Works:

This includes expenditures for the Refuse Program, Streets Department, Maintenance of Trees and Street Lighting. The Engineering division is responsible for the design and supervision of improvements to the Village's infrastructure. The capital costs for this is also in this department. The Buildings and Grounds division is responsible for the maintenance of Village owned buildings. The Engineering and Public Works Departments were consolidated in 2015.

Police:

This consists of the four programs for Police Department activities. They are General Operations, General Services, Public Safety Communications and School Crossing Protection.

Fire:

The Fire Department's expenditures provide for Fire Protection, Fire Prevention and Ambulance & Medical Services.

Community Development:

This department administers all land use and zoning regulations as well as, coordinating business development activities. It is also responsible for enforcement of Building, Electrical, Plumbing and Housing Codes.

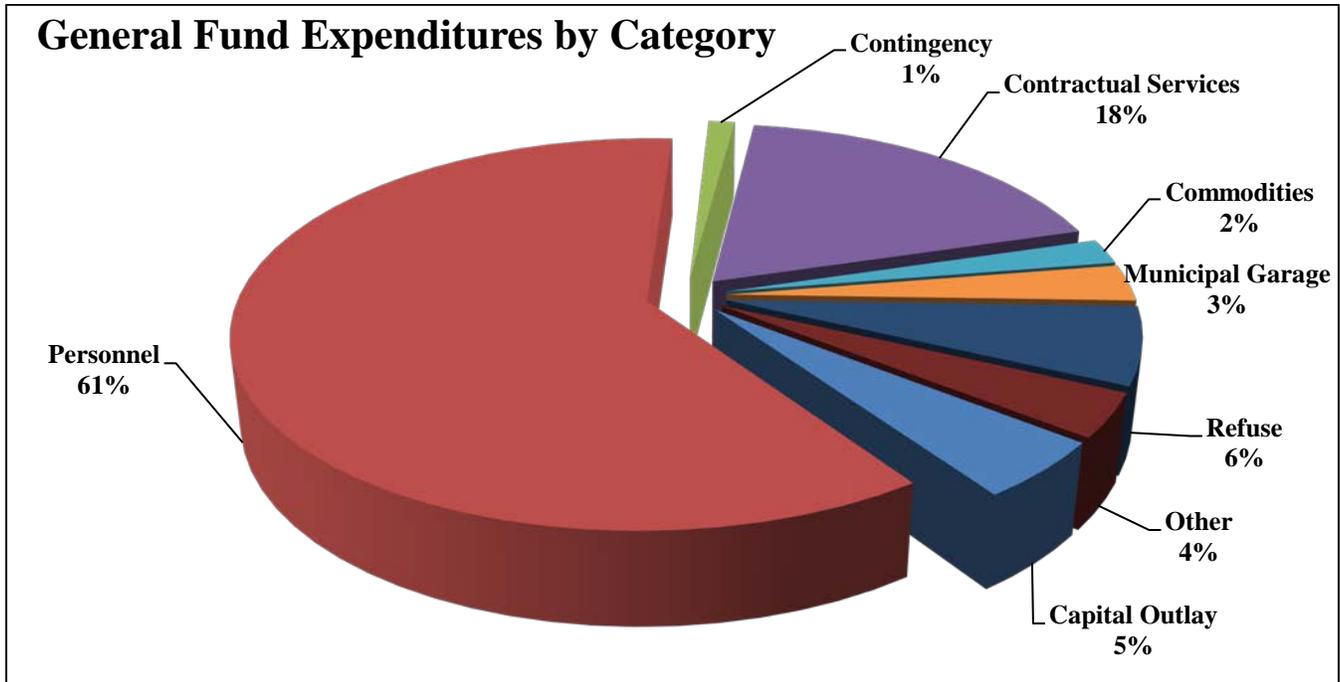
Finance and Administrative Services:

The Finance Department is responsible for the receipt and disbursement of Village funds and accounting of the Village's finances for use in management decisions. The Administrative Services Department oversees all technology and communications issues. Prior to 2001, these two departments were combined.

Administration & Law:

This consists of the expenditures for the Village Manager's Office and Corporation Counsel including the general liability and property insurance expenses.

Village of Wilmette 2020 Budget



Personnel:

Includes the wages paid to all employees in all of the programs throughout this fund. This also includes the fringe benefit costs of pension contributions, health insurance, workers compensation, group life insurance and unemployment compensation as allocated from internal service funds.

Refuse:

This category includes all of the expenses related to the collection and disposal of refuse and yard waste. This also includes the costs associated with the Village's recycling program.

Municipal Garage:

The expenses for maintaining the Village's fleet of vehicles are distributed to the various user departments throughout the budget through an internal service fund.

Contractual Services:

This category includes the expenditures for services provided by outside contractors (other than refuse and recycling). Examples are contractual custodial and tree trimming services, sidewalk, curb repair, alley and brick street maintenance, telephone, postage, professional services, equipment maintenance, and lease charges.

Commodities:

This category includes supplies and materials used by the various departments. This also covers uniform expense as well as electrical expense for the Village's street lighting and heating expense for the various buildings.

Other:

This category includes training and incidental expenses as well as the disposal costs for the fall leaf program, printing and mailing of the Communicator, Police Crime Lab operating expense and the expense for the various social service programs.

Capital Outlay:

This category includes the expense for equipment along with other infrastructure improvements. This also includes all expenses that are part of the Capital Projects Fund and Capital Equipment Replacement Fund.

Contingency:

The contingency is used for expenses that may occur in a fiscal year that were unanticipated during the preparation of the budget.

VILLAGE OF WILMETTE

MISSION STATEMENT

We, the employees of the Village of Wilmette, are committed to enhancing the quality of life within the Village by providing a full range of municipal services, which promote the wellbeing of the community. In addressing the existing and emerging needs of the community, we shall:

- Provide services with empathy, dignity and respect;
- Exercise fiscal responsibility and effective leadership;
- Foster communication, teamwork and trust;
- Recognize the talents of all employees in order to promote efficiency and enhance productivity; and,
- Adhere to the highest standards and ethics.

~~~~~PROGRAMS~~~~~

Village Manager's Office

This program reflects expenses of the Village Manager.

The Village Manager is the Chief Administrative Officer of the Village and is responsible to the Village President and Board of Trustees for enforcing Village policies and ordinances, and coordinating the activities of all Village departments. The Village Clerk is the custodian of all municipal records, including ordinances, resolutions and minutes of public meetings. As a deputy county registrar, the Village Clerk is responsible for voter registration and assists in the administration of local elections.

This program provides administrative support to all Village departments in the areas of employee recruitment and selection, organizational development, employee benefits, developing the annual budget and long range capital planning, risk management and liability and workers' compensation insurance coverage, development of the resident newsletter, *The Communicator*.

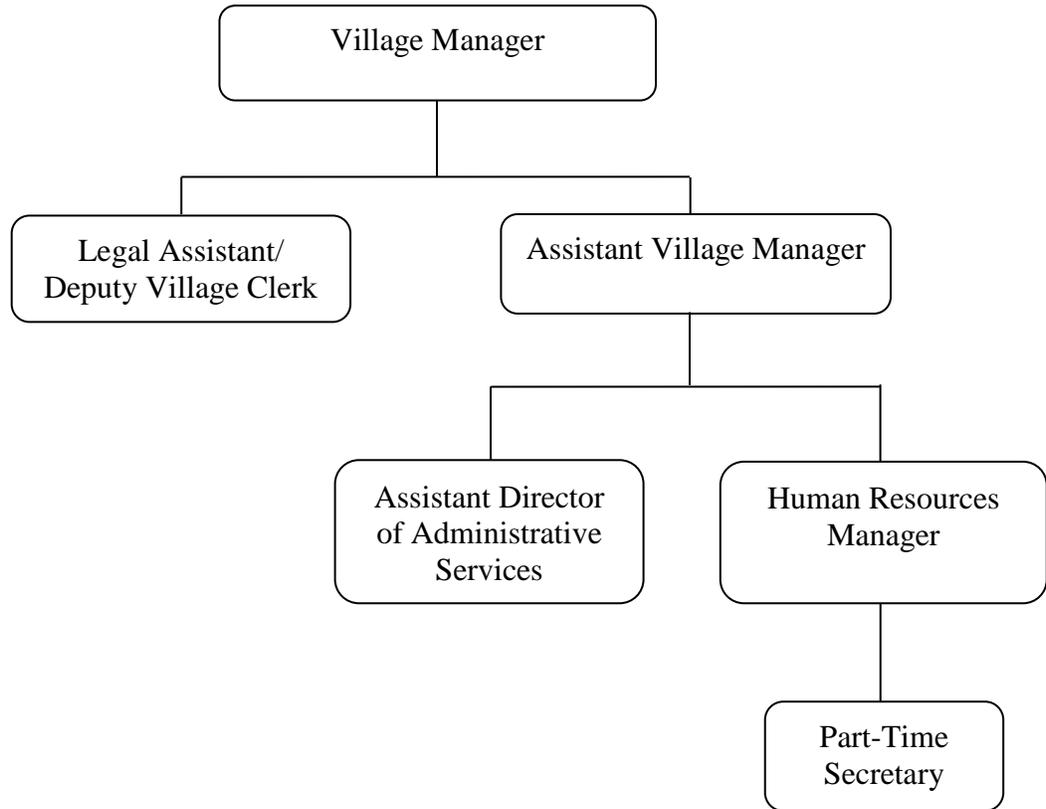
Village Board

The Village Board serves as the policy setting and legislative body governing the activities of Village government. The Village Board enacts ordinances and resolutions; adopts an annual budget and appropriation ordinance; approves appointments to various boards and commissions; establishes taxes, fees and fines and other sources of revenue. The Village President is the chief elected official of the Village and presides over meetings of the Village Board of Trustees and serves as Liquor Control Commissioner as prescribed by State law.

This program provides funding for the expenses of the Village Board in the performance of legislative duties, including membership in outside organizations that provide the Village with support and information, outside consulting and professional services as needed and a portion of the cost of the annual audit of Village finances.

VILLAGE MANAGER'S OFFICE

ORGANIZATIONAL CHART



**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 01 - Legislative  
**Dept:** 10 - Legislative  
**Type:** 10 - General Government

| <b>Expenditure Category</b> | <b>Actual<br/>FY 2016</b> | <b>Actual<br/>FY 2017</b> | <b>Actual<br/>FY 2018</b> | <b>Budget<br/>FY 2019</b> | <b>Estimated<br/>Actual<br/>FY 2019</b> | <b>Budget<br/>FY 2020</b> |
|-----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------------------|---------------------------|
| Personnel Services          | -                         | -                         | -                         | -                         | -                                       | -                         |
| Contractual Services        | 26,263                    | 26,651                    | 26,456                    | 32,000                    | 32,000                                  | 32,000                    |
| Commodities                 | -                         | -                         | -                         | -                         | -                                       | -                         |
| Other Expense               | 409                       | 1,015                     | 1,168                     | 2,000                     | 2,000                                   | 2,000                     |
| Capital Outlay              | -                         | -                         | -                         | -                         | -                                       | -                         |
| <b>Program Total</b>        | <b>26,672</b>             | <b>27,666</b>             | <b>27,624</b>             | <b>34,000</b>             | <b>34,000</b>                           | <b>34,000</b>             |

**BUDGET ANALYSIS:** There are no significant changes in the 2020 budget.

**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 01 - Legislative  
**Dept:** 10 - Legislative  
**Type:** 10 - General Government

| Account Number                    | Description           | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|-----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| 410100                            | Regular Salaries      | -                 | -                 | -                 | -                 | -                              | -                 |
| 415000                            | Employee Benefits     | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Personnel</b>            |                       | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>                       | <b>-</b>          |
| 420010                            | Memberships           | 17,613            | 18,651            | 18,656            | 19,000            | 19,000                         | 19,000            |
| 420020                            | Professional Services | 650               | -                 | -                 | -                 | -                              | -                 |
| 420100                            | Annual Audit          | 8,000             | 8,000             | 7,800             | 13,000            | 9,000                          | 13,000            |
| <b>Total Contractual Services</b> |                       | <b>26,263</b>     | <b>26,651</b>     | <b>26,456</b>     | <b>32,000</b>     | <b>28,000</b>                  | <b>32,000</b>     |
| <b>Total Commodities</b>          |                       | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>                       | <b>-</b>          |
| 441000                            | Incidentals           | 409               | 1,015             | 1,168             | 2,000             | 1,500                          | 2,000             |
| 442000                            | Training              | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Other Expenses</b>       |                       | <b>409</b>        | <b>1,015</b>      | <b>1,168</b>      | <b>2,000</b>      | <b>1,500</b>                   | <b>2,000</b>      |
| <b>Total Capital Outlay</b>       |                       | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>                       | <b>-</b>          |
| <b>Total Program</b>              |                       | <b>26,672</b>     | <b>27,666</b>     | <b>27,624</b>     | <b>34,000</b>     | <b>29,500</b>                  | <b>34,000</b>     |

## VILLAGE MANAGER'S OFFICE

### Objectives & Accomplishments

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#### Looking Forward: 2020 Objectives

1. Monitor the 2020 Budget to ensure expenses do not exceed revenues and find additional budgetary savings as appropriate.
2. Finalize the successor collective bargaining agreement with the Fire Union SEIU Local #73 (contract expires December 31, 2019).
3. Coordinate with the Finance and Administrative Services Department to implement a Stormwater Utility Fee effective January 1, 2020.
4. Coordinate with the Community Development Department and Newport Capital Partners regarding the revitalization of Edens Plaza.
5. Prepare for an advisory referendum to be conducted in November 2020 regarding the retail sale of cannabis in Wilmette.
6. Continue to update the Human Resources Policies and Procedures Manual.

#### Reviewing the Year: 2019 Accomplishments

1. Monitor the 2019 Budget to ensure expenses do not exceed revenues and find additional budgetary savings as appropriate.

*Staff monitored 2019 expenditures in all departments and made adjustments as necessary. Currently staff is projecting a General Fund surplus of \$1.4 million.*

2. Finalize the successor collective bargaining agreement with the Police Union Illinois Council of Police (contract expires December 31, 2018).

*A three-year successor agreement was reached voluntarily in February 2019. The contract is in effect until December 31, 2021.*

3. Coordinate the successor collective bargaining agreement with the Fire Union SEIU Local #73 (contract expires December 31, 2019).

*Negotiations with the Fire Union will begin in the fall of 2019.*

4. Continue efforts to streamline the employment application process by leveraging MUNIS for application submittal and applicant tracking.

*On-site training by MUNIS has been completed and online application submittal and applicant tracking is on-track to be completed by year-end.*

5. Continue to update the Human Resources Policies and Procedures Manual.

*An update to the manual will be completed by year-end.*

6. Finalize the Village's new employee onboarding process to create a structured process to increase new employee job productivity and satisfaction.

*The Village Manager's Office chaired the Employee Onboarding Program Committee and completed a formal Employee Onboarding Program (EOP) in May. The objective of the EOP is to ensure new employees have the tools and confidence to be successful in their jobs as quickly as possible and are enjoying the work throughout their tenure.*

## Administration Performance Measures

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|                                             | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |           | <u>2019 Yr-End</u> |
|---------------------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
|                                             |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |                    |
| <u>E-News Subscribers:</u>                  |             |                    |             |           |           |           |                    |
| <i>Increase subscribers</i>                 | 5%          | 3%                 | 2%          | 2%        | 1%        | 2%        | 7%                 |
| <i>Number of contacts by end of quarter</i> |             | 3,483              | 3,564       | 3,621     | 3,654     | 3,739     | 3,739              |

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|                                               | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |           | <u>2019 Yr-End</u> |
|-----------------------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
|                                               |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |                    |
| <u>Cable and Utility Complaints Resolved:</u> |             |                    |             |           |           |           |                    |
| <i>Responded to within 1 day</i>              | 95%         | 100%               | 100%        | 100%      | 100%      | 100%      | 100%               |
| <i>Number of cable complaints</i>             |             | 6                  | 2           | 1         | 1         | 2         | 6                  |
| <i>Number of utility complaints</i>           |             | 15                 | 1           | 2         | 1         | 0         | 4                  |

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|                                          | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |           | <u>2019 Yr-End</u> |
|------------------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
|                                          |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |                    |
| <u>IRMA Claims:</u>                      |             |                    |             |           |           |           |                    |
| <i>Submit within 24 hours of receipt</i> | 95%         | 100%               | 100%        | 100%      | 100%      | 100%      | 100%               |
| <i>Number of IRMA claims</i>             |             | 56                 | 0           | 8         | 15        | 15        | 38                 |
| <i>Number submitted within 24 hours</i>  |             | 56                 | 0           | 8         | 15        | 15        | 38                 |

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\* Constant Contact, the service provider, periodically removes inactive accounts. This resulted in several hundred emails being removed.

**VILLAGE MANAGER'S OFFICE**

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**Activity Measures**

|                                           | <b>2016</b> | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|-------------------------------------------|-------------|-------------|-------------|-------------|
| Communicator Issues (resident newsletter) | 3           | 3           | 3           | 3           |
| Voters Registered (Village Clerk)         | 75          | 12          | 30          | 20          |
| Employee Recruitments                     | 12          | 17          | 20          | 18          |
| Number of interviews conducted            | 105         | 126         | 175         | 150         |
| Employee Promotions                       | 5           | 8           | 1           | 1           |
| Risk Management                           |             |             |             |             |
| General Liability Claims                  | 12          | 5           | 9           | 8           |
| Property Claims                           | 31          | 13          | 28          | 26          |
| Workers Compensation Claims               | 20          | 12          | 10          | 10          |
| Auto Liability                            | 6           | 14          | 8           | 10          |
| Auto Physical Damage                      | 4           | 2           | 1           | 2           |

# Village of Wilmette

FY 2020 Budget

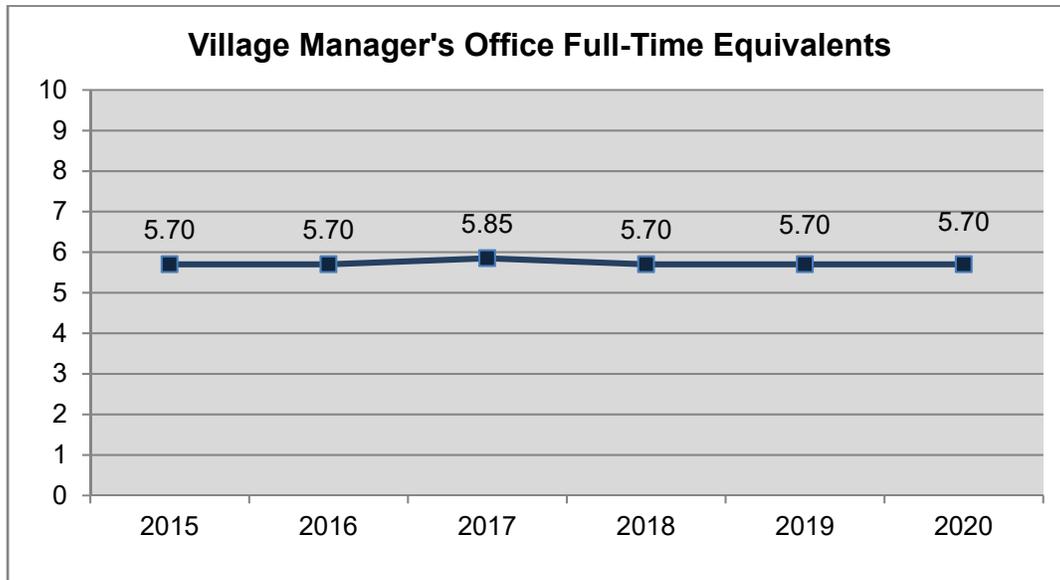
Budget Summary

**Fund:** 11 - General Fund  
**Program:** 04 - Administration  
**Dept.:** 10 - Administration  
**Type:** 10 - General Government

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 601,520           | 579,266           | 600,546           | 609,425           | 615,425                        | 618,495           |
| Contractual Services | 34,372            | 47,248            | 72,442            | 90,585            | 93,585                         | 88,215            |
| Commodities          | 2,129             | 2,210             | 1,870             | 3,000             | 3,000                          | 3,000             |
| Other Expense        | 37,011            | 43,263            | 45,920            | 43,450            | 43,450                         | 44,750            |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>675,032</b>    | <b>671,987</b>    | <b>720,778</b>    | <b>746,460</b>    | <b>755,460</b>                 | <b>754,460</b>    |

**BUDGET ANALYSIS:** The reduction in Contractual Services is due to re-allocating the Community Notification System to 11-43.

**PERSONNEL:** There is no change in the personnel budget.



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 04 - Administration  
**Dept.:** 10 - Administration  
**Type:** 10 - General Government

| Account Number                    | Description                   | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated      |                |
|-----------------------------------|-------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
|                                   |                               |                |                |                |                | Actual FY 2019 | Budget FY 2020 |
| 410100                            | Regular Salaries              | 456,190        | 442,699        | 459,806        | 473,325        | 479,325        | 474,875        |
| 410200                            | Overtime Salaries             | -              | -              | -              | -              | -              | -              |
| 415000                            | Employee Benefits             | 145,330        | 136,567        | 140,740        | 136,100        | 136,100        | 143,620        |
| <b>Total Personnel</b>            |                               | <b>601,520</b> | <b>579,266</b> | <b>600,546</b> | <b>609,425</b> | <b>615,425</b> | <b>618,495</b> |
| 420010                            | Memberships                   | 4,945          | 5,162          | 6,060          | 6,325          | 6,325          | 6,325          |
| 420020                            | Professional Services         | 11,908         | 25,638         | 45,068         | 65,460         | 68,460         | 67,390         |
| 20300                             | Community Notification System | 3,981          | 3,981          | 3,981          | 5,000          | 5,000          | -              |
| 20315                             | Organizational Studies        | -              | -              | -              | -              | -              | -              |
| 420030                            | Microfilming                  | -              | -              | -              | -              | -              | -              |
| 420040                            | Lease / Purchase Copier       | 8,539          | 8,246          | 10,766         | 9,000          | 9,000          | 9,000          |
| 420200                            | Pre-Employment Examinations   | 4,999          | 4,221          | 6,567          | 4,800          | 4,800          | 5,500          |
| <b>Total Contractual Services</b> |                               | <b>34,372</b>  | <b>47,248</b>  | <b>72,442</b>  | <b>90,585</b>  | <b>93,585</b>  | <b>88,215</b>  |
| 430230                            | Office Supplies               | 2,129          | 2,210          | 1,870          | 3,000          | 3,000          | 3,000          |
| <b>Total Commodities</b>          |                               | <b>2,129</b>   | <b>2,210</b>   | <b>1,870</b>   | <b>3,000</b>   | <b>3,000</b>   | <b>3,000</b>   |
| 440500                            | Automotive Expense            | -              | -              | -              | -              | -              | -              |
| 441000                            | Incidentals                   | 751            | 2,217          | 1,227          | 1,500          | 1,500          | 1,500          |
| 442000                            | Training                      | 11,896         | 13,599         | 15,354         | 11,200         | 11,200         | 11,200         |
| 442010                            | Personnel Training            | -              | -              | -              | 500            | 500            | 500            |
| 442020                            | Employee Recognition          | 5,803          | 7,650          | 10,967         | 7,800          | 7,800          | 9,100          |
| 443010                            | News Letters                  | 15,188         | 16,453         | 16,483         | 16,750         | 16,750         | 16,750         |
| 443020                            | Legal Notices                 | 372            | 882            | 239            | 1,500          | 1,500          | 1,500          |
| 443025                            | Classified Advertisements     | 3,001          | 2,462          | 1,650          | 4,200          | 4,200          | 4,200          |
| <b>Total Other Expenses</b>       |                               | <b>37,011</b>  | <b>43,263</b>  | <b>45,920</b>  | <b>43,450</b>  | <b>43,450</b>  | <b>44,750</b>  |
| <b>Total Capital Outlay</b>       |                               | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>Total Program</b>              |                               | <b>675,032</b> | <b>671,987</b> | <b>720,778</b> | <b>746,460</b> | <b>755,460</b> | <b>754,460</b> |

**ADMINISTRATIVE SERVICES DEPARTMENT**

**MISSION STATEMENT**

The employees of the Administrative Services Department are committed to providing effective and efficient delivery of all Village services to residents and employees through the use of technology. In performing outlined responsibilities, the department pledges to deliver value-added services in the procurement, deployment and maintenance of technology while exercising fiscal responsibility. This will be accomplished by:

- Ensuring end-user participation;
- Extensive communication;
- Promoting continuous training; and
- Valuing the efforts of the department staff.

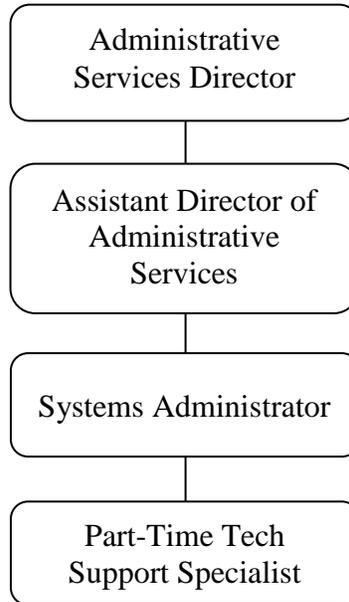
~~~~~**PROGRAMS**~~~~~

The Administrative Services Department, working closely with the Village Manager's and Finance Departments is responsible for the oversight of service delivery to customers and the development and maintenance of the Village's information technology. The department:

- Recommends goals and objectives for organization wide information services;
- Installs hardware and software; and
- Coordinates selection and monitors performance of consultants and vendors involved in systems development.

ADMINISTRATIVE SERVICES DEPARTMENT

ORGANIZATIONAL CHART



ADMINISTRATIVE SERVICES DEPARTMENT

Activity Measures

| | 2016 | 2017 | 2018 | 2019 |
|----------------------------------|-------------|-------------|-------------|-------------|
| IT Work Orders Created | N/A | 1,110 | 983 | 1,239 |
| Computers Maintained | 174 | 186 | 192 | 190 |
| Computers Replaced | 24 | 23 | 19 | 30 |
| Physical Servers Maintained | 18 | 18 | 11 | 11 |
| Virtual Servers Maintained | 14 | 15 | 24 | 24 |
| Onsite training classes (hours) | 160 | 75 | 152 | 24 |
| Offsite training classes (hours) | 24 | 80 | 40 | 40 |
| Unique visits to website | 181,271 | 181,170 | 228,255 | 226,571 |
| Avg time spent on site (min) | 1:48 | 1:58 | 1:49 | 2:25 |

ADMINISTRATIVE SERVICES DEPARTMENT

Objectives & Accomplishments

Looking Forward: 2020 Objectives

1. Plan for and migrate the Village to a new telephone system.
2. Conduct a Munis system assessment which will evaluate the Village's use of certain Munis modules and provide recommendations on improving process workflow and efficiencies.
3. Review and update the Strategic Information Technology Plan with focus on cyber security.
4. Support and assist the Engineering and Public Works Department in their learning and use of the new Enterprise Asset Management system with particular focus on the Water/Sewer and Vehicle Maintenance Divisions.
5. Evaluate feasibility and effectiveness of a cloud office productivity solutions.
6. Support the Finance Department on the implementation of the Stormwater Utility Fee.

Reviewing the Year: 2019 Accomplishments

1. Plan for and migrate to a new Munis development platform. Minimize impact on staff by limiting downtime to off hours and weekends as much as possible.

After extensive testing, the new Munis platform is anticipated to go live by year-end.

2. Improve staff and guest Wi-Fi capabilities at all Village facilities by testing signals and expanding access points.

After identifying problem areas, new access points were added at the Village Hall (2), Water Plant and the Police Station.

3. Create an IT infrastructure manual that centralizes listing of assets and its accessibility/recovery information.

Completed spring 2019, the printed manual resides in the Administrative Services Director's office.

4. Assist Finance Department with upgrade to new water billing system that integrates with new Badger Beacon meter reading technology.

Completed. After extensive testing and training, the new Badger Beacon system was in use by June, 2019.

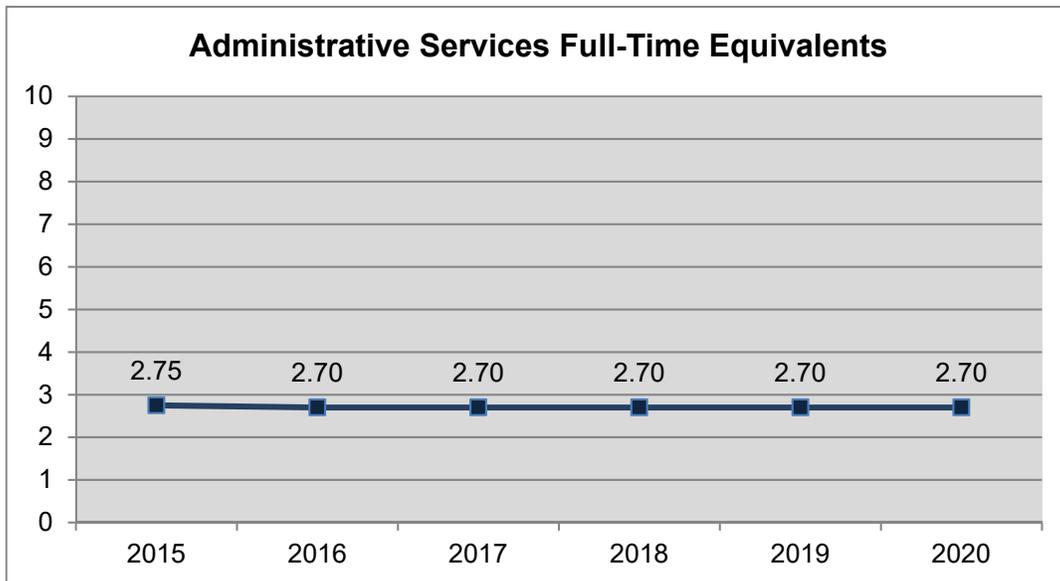
Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 11 - General Fund
Program: 05 - Administrative Services
Dept.: 12 - Administrative Services
Type: 10 - General Government

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | 348,434 | 390,693 | 385,545 | 394,070 | 394,070 | 409,805 |
| Contractual Services | 336,402 | 314,252 | 309,445 | 332,485 | 330,650 | 346,160 |
| Commodities | 14,893 | 15,621 | 19,747 | 20,100 | 20,100 | 20,100 |
| Other Expense | 11,081 | 6,297 | 12,246 | 11,100 | 11,110 | 10,400 |
| Capital Outlay | 43,485 | 54,693 | 38,603 | 50,450 | 47,635 | 44,950 |
| Program Total | 754,295 | 781,556 | 765,586 | 808,205 | 803,565 | 831,415 |

BUDGET ANALYSIS: The increase in the contractual services can be attributed to new software support expenses for police, fire, and public works training related software.

PERSONNEL: There is no change in the personnel budget.



**Village of Wilmette
2020 Budget**

Fund: 11 - General Fund
Program: 05 - Administrative Services
Dept.: 12 - Administrative Services
Type: 10 - General Government

| Account Number | Description | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated | |
|-----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| | | | | | | Actual FY 2019 | Budget FY 2020 |
| 410100 | Regular Salaries | 258,181 | 290,917 | 287,853 | 296,325 | 296,325 | 304,100 |
| 410200 | Overtime Salaries | - | - | - | - | - | - |
| 415000 | Employee Benefits | 90,253 | 99,776 | 97,692 | 97,745 | 97,745 | 105,705 |
| Total Personnel | | 348,434 | 390,693 | 385,545 | 394,070 | 394,070 | 409,805 |
| 420010 | Memberships | 250 | 300 | 300 | 300 | 300 | 300 |
| 420020- | Professional Services | 12,352 | 480 | 923 | 4,750 | 2,000 | 4,750 |
| 20014 | Geographic Information System | 32,006 | 29,471 | 47,071 | 44,200 | 44,200 | 30,500 |
| 20016 | Administrative Adjudication | - | 47,385 | 1,906 | 4,750 | 4,750 | 4,750 |
| 20031 | Network Security Audit | - | - | - | - | - | - |
| 421500 | Contractual Hardware Support | 6,459 | 4,412 | 3,523 | 10,400 | 7,500 | 10,400 |
| 421510 | Contractual Software Support | 203,301 | 152,965 | 166,128 | 176,375 | 176,375 | 198,235 |
| 421515 | PC Software Subscription | 40,903 | 40,903 | 40,903 | 40,910 | 44,725 | 44,725 |
| 421520 | Contractual Internet Expense | 6,326 | 6,268 | 7,515 | 5,900 | 5,900 | 7,600 |
| 428020 | Telephone Service - Cellular | - | - | 291 | 2,000 | 2,000 | 2,000 |
| 428100 | Computer Communications Exp. | 34,805 | 32,068 | 40,885 | 42,900 | 42,900 | 42,900 |
| Total Contractual Services | | 336,402 | 314,252 | 309,445 | 332,485 | 330,650 | 346,160 |
| 430150 | Supplies - Computer Parts | 13,926 | 14,053 | 17,185 | 17,600 | 17,600 | 17,600 |
| 430160 | Supplies - Computer Software | 530 | 1,509 | 2,500 | 2,000 | 2,000 | 2,000 |
| 430230 | Supplies - Office | 437 | 59 | 62 | 500 | 500 | 500 |
| Total Commodities | | 14,893 | 15,621 | 19,747 | 20,100 | 20,100 | 20,100 |
| 440500 | Automotive Expense | 3,650 | 2,020 | 2,120 | 2,100 | 2,110 | 1,400 |
| 441000 | Incidentals | 55 | 96 | 37 | 200 | 200 | 200 |
| 442000 | Training | 7,376 | 4,181 | 10,089 | 8,800 | 8,800 | 8,800 |
| Total Other Expenses | | 11,081 | 6,297 | 12,246 | 11,100 | 11,110 | 10,400 |
| 490100- | Office Furniture & Equipment: | | | | | | |
| 40798 | Police In-Car Computers | 11,995 | 11,584 | 13,696 | 13,750 | 10,935 | 13,750 |
| 50200 | Personal Computer Replacement | 31,490 | 43,109 | 24,907 | 36,700 | 36,700 | 31,200 |
| 50205 | Wide Area Network Replacement | - | - | - | - | - | - |
| 50206 | Newtork Server Replacement | - | - | - | - | - | - |
| 50207 | Server Virtualization | - | - | - | - | - | - |
| Total Capital Outlay | | 43,485 | 54,693 | 38,603 | 50,450 | 47,635 | 44,950 |
| Total Program | | 754,295 | 781,556 | 765,586 | 808,205 | 803,565 | 831,415 |

FINANCE DEPARTMENT

MISSION STATEMENT

The Finance Department is committed to providing accurate and efficient service to Village of Wilmette residents, businesses and our employees. The department pledges to exercise fiscal responsibility, while adhering to the highest standards and ethics. This will be accomplished by:

- striving for timely and accurate financial reporting;
- optimum communication;
- promoting continuous training and education; and
- valuing the efforts of the Finance Department staff.

~~~~~**PROGRAMS**~~~~~

The Finance Department is responsible for the receipt and disbursement of Village funds and accounting of the Village's finances for use in management decisions.

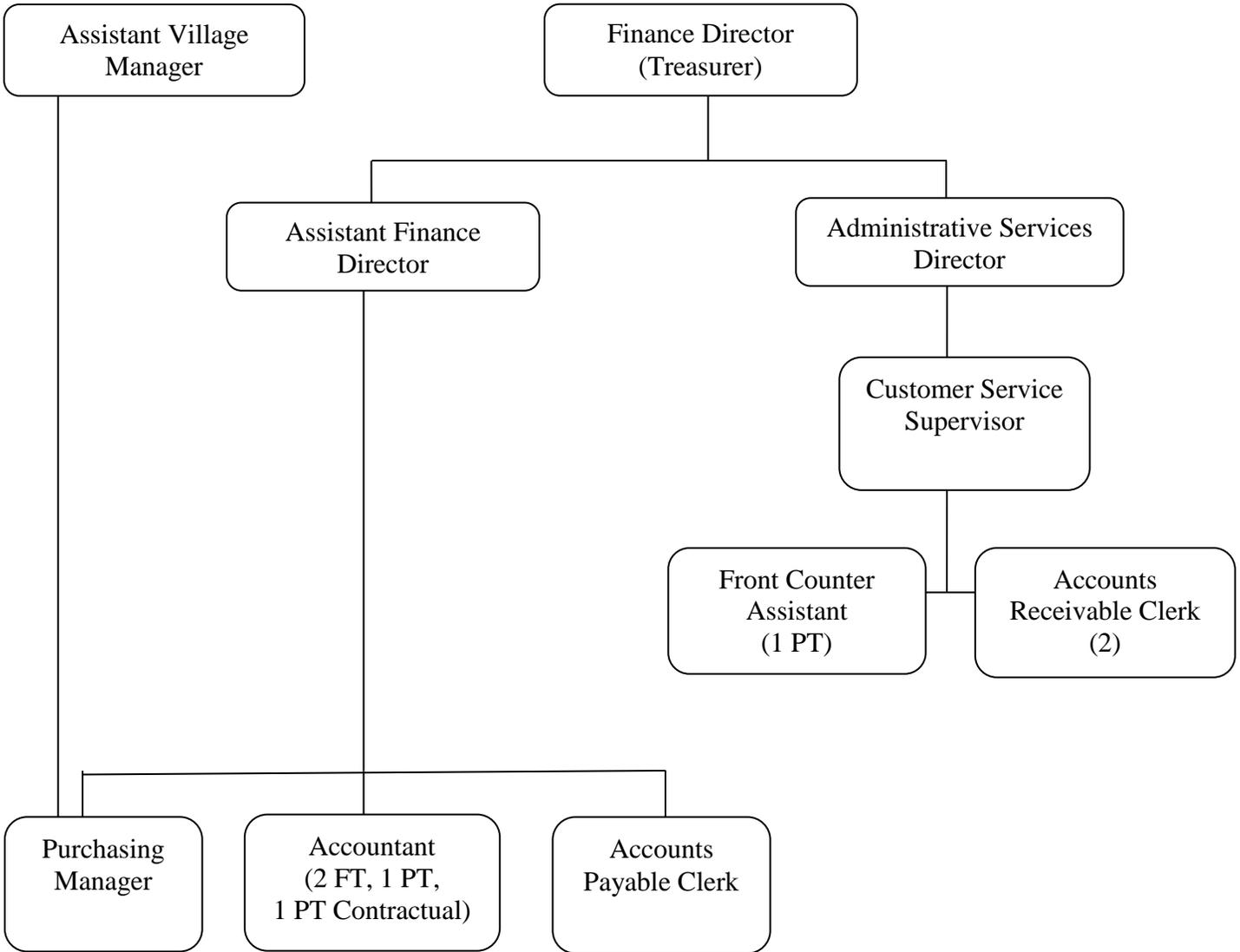
Funds not currently needed are invested to provide maximum future benefit to the Village.

The Department monitors the investment of all funds, which can amount to more than \$50 million when considering pension contributions and bond proceeds.

NOTE: Water Fund financial activities are reflected in a separate program.

FINANCE DEPARTMENT

ORGANIZATIONAL CHART



## FINANCE DEPARTMENT

### Objectives & Accomplishments

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#### Looking Forward: 2020 Objectives

1. Continue to work with Administrative Services to further streamline and digitize the payroll, purchasing, billing and invoicing processes.
2. Work with Village Manager's Office to accomplish debt issuance needs.
3. Obtain the GFOA Distinguished Budget Presentation award and the GFOA Certificate of Achievement for Excellence in Financial Reporting award.

#### Reviewing the Year: 2019 Accomplishments

1. Continue to work with Administrative Services to further streamline and digitize the payroll, purchasing, billing and invoicing processes.

*After extensive testing, a move to a new version of the Village's ERP system (Munis version 2019.1) was completed in September 2019.*

2. Work with Village Manager's Office to accomplish debt issuance needs.

*IEPA loans worth \$1.9 million were obtained in 2019 to fund sewer lining work and continued to evaluate funding for the neighborhood storm water storage project.*

3. Continue process of cross training Finance staff for greater efficiencies.

*With the retirement of two long time staff members, two new employees were hired in the Finance Department in 2019. These employees have been trained in multiple functions to improve internal efficiencies.*

4. Analyze the cost benefit of making the real estate transfer tax process more efficient.

*The real estate transfer tax form is now available on the Village website with ability to complete online.*

5. Complete an upgrade to the water billing software.

*This upgrade was completed at end of 2018. This allows residents to sign up to have their utility bill emailed to them as well as set up of auto payment of their utility bill from a checking account.*

## FINANCE DEPARTMENT

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### Activity Measures

|                                                        | <b>2016</b> | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|--------------------------------------------------------|-------------|-------------|-------------|-------------|
| Water Bills Issued                                     | 36,480      | 35,637      | 36,472      | 36,300      |
| Payroll & Pension Checks Issued                        | 6,897       | 6,876       | 6,921       | 6,990       |
| Vehicle Stickers Issued                                | 20,224      | 19,671      | 20,558      | 21,000      |
| Vehicle Stickers Sold Online                           | 5,452       | 5,391       | 5,927       | 6,800       |
| Business Licenses Issued                               | 2,749       | 2,743       | 2,764       | 2,700       |
| EFT (Electronic Fund Transfer) Water Billing Customers | 1,146       | 1,175       | 1,300       | 1,575       |
| Customers Receiving Water Bills via e-mail*            | -           | -           | -           | 400         |

*\*Feature implemented in 2019*

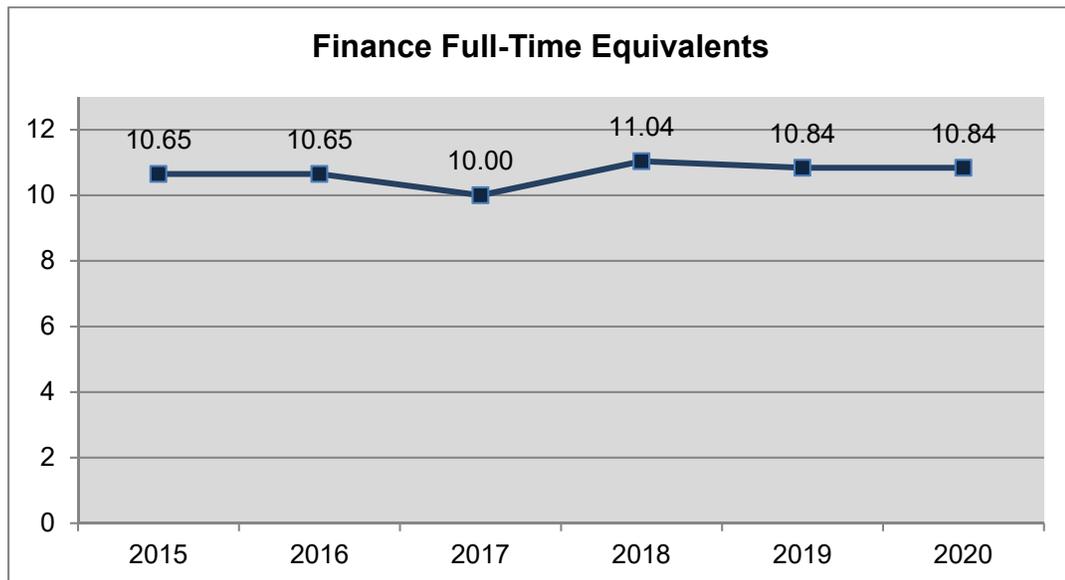
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 06 - Finance  
**Dept.:** 14 - Finance  
**Type:** 10 - General Government

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 946,212           | 963,144           | 1,014,719         | 1,056,455         | 1,011,455                      | 1,025,790         |
| Contractual Services | 240,062           | 264,589           | 264,801           | 273,260           | 272,960                        | 255,700           |
| Commodities          | 20,893            | 21,659            | 13,474            | 29,000            | 22,000                         | 29,000            |
| Other Expense        | 2,731             | 4,384             | 4,223             | 6,300             | 6,300                          | 6,300             |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>1,209,898</b>  | <b>1,253,776</b>  | <b>1,297,217</b>  | <b>1,365,015</b>  | <b>1,312,715</b>               | <b>1,316,790</b>  |

**BUDGET ANALYSIS:** The decrease in contractual services is a re-allocation of bank charges (corresponding increases seen elsewhere).

**PERSONNEL:** There is no change in the personnel budget.



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 06 - Finance  
**Dept.:** 14 - Finance  
**Type:** 10 - General Government

| Account Number                    | Description                    | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Estimated        | Budget FY 2020   |
|-----------------------------------|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                   |                                |                  |                  |                  |                  | Actual FY 2019   |                  |
| 410100                            | Regular Salaries               | 713,332          | 729,577          | 752,968          | 801,975          | 756,975          | 781,650          |
| 410200                            | Overtime Salaries              | -                | 101              | -                | -                | -                | -                |
| 415000                            | Employee Benefits              | 232,880          | 233,466          | 261,751          | 254,480          | 254,480          | 244,140          |
| <b>Total Personnel</b>            |                                | <b>946,212</b>   | <b>963,144</b>   | <b>1,014,719</b> | <b>1,056,455</b> | <b>1,011,455</b> | <b>1,025,790</b> |
| 420010                            | Memberships                    | 1,348            | 1,010            | 1,110            | 1,560            | 1,560            | 1,600            |
| 420020                            | Professional Services          | 29,420           | 33,740           | 28,476           | 32,000           | 64,000           | 33,000           |
| 420040                            | Lease / Purchase Copier        | 16,230           | 16,811           | 18,998           | 18,100           | 18,100           | 19,000           |
| 420150                            | Bank Charges                   | 82,728           | 103,948          | 101,514          | 108,000          | 75,000           | 80,000           |
| 420160                            | Postage                        | 28,139           | 25,550           | 29,699           | 35,000           | 35,000           | 40,000           |
| 421000                            | Contractual Services           | 18,321           | 17,659           | 17,983           | 18,500           | 19,200           | 20,000           |
| 422000                            | Maintenance of Office Equipmen | 1,920            | 1,920            | 1,920            | 2,000            | 2,000            | 2,000            |
| 428000                            | Telephone Service              | 25,606           | 28,064           | 28,252           | 30,000           | 30,000           | 30,000           |
| 428010                            | Telephone Maintenance          | 5,400            | 7,509            | 8,899            | 5,000            | 5,000            | 5,000            |
| 428020                            | Telephone Service - Cellular   | 30,822           | 28,388           | 28,057           | 23,000           | 23,000           | 25,000           |
| 428030                            | Long Distance Service          | 128              | (10)             | (107)            | 100              | 100              | 100              |
| <b>Total Contractual Services</b> |                                | <b>240,062</b>   | <b>264,589</b>   | <b>264,801</b>   | <b>273,260</b>   | <b>272,960</b>   | <b>255,700</b>   |
| 430230                            | Supplies - Office              | 10,188           | 18,239           | 8,377            | 20,000           | 15,000           | 20,000           |
| 430250                            | Supplies - Other than Office   | 10,705           | 3,420            | 5,097            | 9,000            | 7,000            | 9,000            |
| <b>Total Commodities</b>          |                                | <b>20,893</b>    | <b>21,659</b>    | <b>13,474</b>    | <b>29,000</b>    | <b>22,000</b>    | <b>29,000</b>    |
| 441000                            | Incidentals                    | 184              | 212              | 388              | 500              | 500              | 500              |
| 442000                            | Training                       | 1,775            | 3,026            | 2,775            | 4,500            | 4,500            | 4,500            |
| 443020                            | Legal Notices                  | 772              | 1,146            | 1,060            | 1,300            | 1,300            | 1,300            |
| <b>Total Other Expenses</b>       |                                | <b>2,731</b>     | <b>4,384</b>     | <b>4,223</b>     | <b>6,300</b>     | <b>6,300</b>     | <b>6,300</b>     |
| <b>Total Capital Outlay</b>       |                                | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>Total Program</b>              |                                | <b>1,209,898</b> | <b>1,253,776</b> | <b>1,297,217</b> | <b>1,365,015</b> | <b>1,312,715</b> | <b>1,316,790</b> |

## LAW DEPARTMENT

### MISSION STATEMENT

The mission of the Law Department is twofold:

- To respect, uphold and enforce the ordinances of the Village of Wilmette, and the Constitution and laws of the State of Illinois and the United States of America; and,
- To provide the highest quality of effective legal counsel and representation to the Village and all its elected and appointed officials.

The Department must strive at all times to provide the Village with the broadest possible range of services and must, in all its activities, be guided by the principle that its effectiveness depends upon its being valued and trusted by all residents and members of the Village.

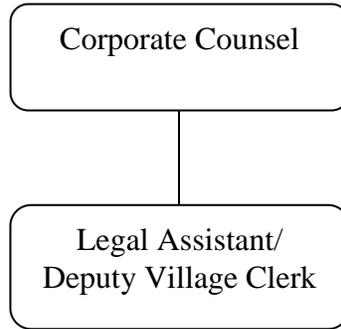
### ~~~~~PROGRAMS~~~~~

- Act as a vigorous advocate for the Village, its officers and its employees, in any matter in which they are represented by the Department, and diligently supervise any outside counsel performing such functions to ensure the same high quality of representation.
- Provide legal counsel to the Village's elected and appointed officials, Village Manager, including all departments.
- Provide training and advice to Village commissions, boards and staff.
- Meet the Village's legal needs of the Village in the most fiscally responsible manner possible.
- Serve the collective interests of the residents of the Village.
- Advise the Village President, Board of Trustees and Village Manager on matters concerning public policy.
- Assist in the uniform and equal application of the Village ordinances, laws, rules and policies.
- Represent or oversee the representation of all civil matters in which the Village is a party.
- Prosecute traffic and local ordinance violations.
- Maintain and update the Village Code.
- Implement, prosecute and oversee an administrative adjudication program.

- Cooperate with and assist legal officers of other municipalities, both directly and through participation in governmental and professional organizations, in order to advance the common interests of the Village and all municipalities.
- Maintain, through commitment to continuing legal education, the highest level of professional skill.

LAW DEPARTMENT

ORGANIZATIONAL CHART



## LAW DEPARTMENT

### Objectives & Accomplishments

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#### Looking Forward: 2020 Objectives

1. Continue to provide direct legal support to all members of the Village.
2. Review, revise and update the Village Code.
3. Provide various training programs to Village staff.
4. Review, revise and update the Village's Personnel Manual.
5. Review, revise and update the Village's Social Media Policy.
6. Create a comprehensive and consolidated fee schedule for ease of administration and customer use.
7. Continue to provide the necessary legal support for the implementation of the Village's policy on Cannabis.

#### Reviewing the Year: 2019 Accomplishments

1. Continue to provide direct legal support to all members of the Village.

*The Law Department provided direct legal support to the Village's Corporate Authorities and Village Staff. The Law Department drafted all Village ordinances and resolutions and authored dozens of memoranda on various Village issues. The Law Department provided significant ordinance amendments to address new Federal and State laws, including recreational cannabis.*

2. Review, revise and update to the Village Code.

*The Law Department presented a fully revised and revamped Village Code in 2019. A new Village Code has been adopted and created in such a way to allow for easy and timely updates and amendments. The Law Department continues to work with the Village's Corporate Authorities and Village Staff to make the necessary and desired updates to the Village Code.*

3. Create an organizational filing system for all Village records.

*The Law Department has conferred with the Administrative Services Department to determine, what, if any, software upgrades are necessary and feasible to create an organization system. The Law Department has begun revising and reorganizing, with the current software available to it, both its older hard paper files and new electronic files as the beginning steps for a Village wide organizational system.*

4. Provide various training programs to Village staff.

*The Law Department issued numerous memoranda on various legal updates and rules. The Law Department provided direct training to newly elected and appointed officials of the Village on various topics. The Law Department began creating a training presentation and materials for use for Village Committees and Commissions.*

5. Review, revise and update the Village's Personnel Manual.

*The Law Department has amended the Village's Personnel Manual to include clarifications and updated policies. In 2019, the Law Department updated the Village's Personnel Manual to ensure new Federal and State laws are adhered to.*

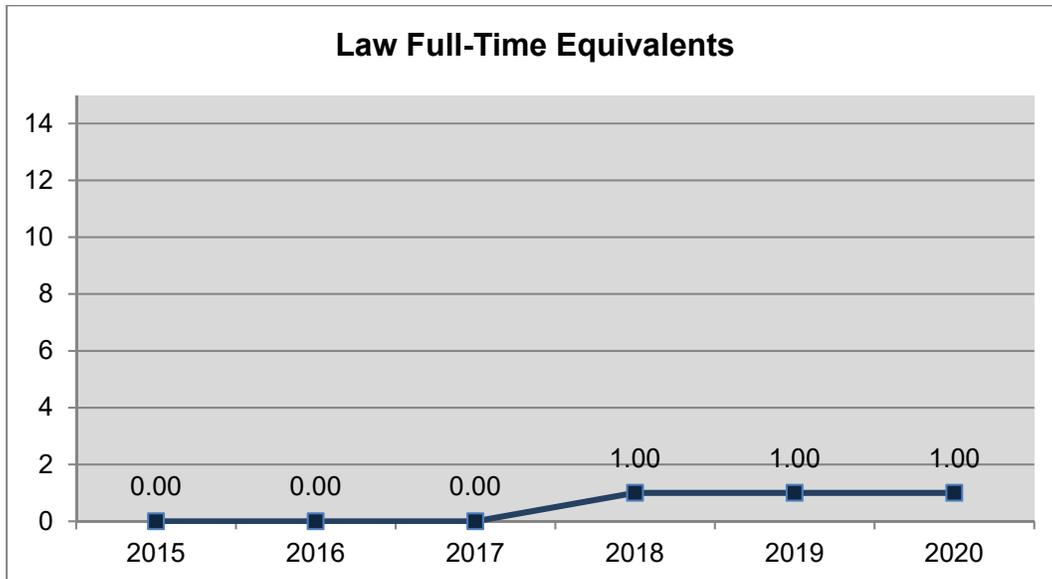
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 07 - Law  
**Dept.:** 16 - Law  
**Type:** 10 - General Government

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | -                 | 120,362           | 212,246           | 212,300           | 215,800                        | 223,890           |
| Contractual Services | 329,562           | 207,328           | 167,082           | 67,825            | 58,925                         | 63,425            |
| Commodities          | 466               | 1,741             | 1,379             | 1,500             | 1,500                          | 1,500             |
| Other Expense        | 39,883            | 8,341             | 33,104            | 4,760             | 4,760                          | 5,760             |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>369,911</b>    | <b>337,772</b>    | <b>413,811</b>    | <b>286,385</b>    | <b>280,985</b>                 | <b>294,575</b>    |

**BUDGET ANALYSIS:** There are no significant changes in the 2020 Budget.

**PERSONNEL:** There are no changes in 2020.



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 07 - Law  
**Dept.:** 16 - Law  
**Type:** 10 - General Government

| Account Number                    | Description                    |                |                |                |                |                | Estimated      |  |
|-----------------------------------|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|--|
|                                   |                                | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Actual FY 2019 | Budget FY 2020 |  |
| 410100                            | Regular Salaries               | -              | 100,631        | 176,824        | 181,250        | 181,250        | 188,900        |  |
| 410200                            | Overtime Salaries              | -              | -              | -              | -              | -              | -              |  |
| 415000                            | Employee Benefits              | -              | 19,731         | 35,422         | 31,050         | 34,550         | 34,990         |  |
| <b>Total Personnel</b>            |                                | <b>-</b>       | <b>120,362</b> | <b>212,246</b> | <b>212,300</b> | <b>215,800</b> | <b>223,890</b> |  |
| 420010                            | Memberships                    | 1,380          | 1,380          | 2,758          | 2,325          | 2,400          | 2,400          |  |
| 420300                            | Code Revision Service          | 495            | 2,317          | 12,731         | 14,000         | 10,000         | 14,000         |  |
| 420320                            | Special Attorney Fees          | 122,487        | 118,131        | 150,378        | 50,500         | 45,500         | 46,000         |  |
| 420340                            | On-Line Legal Research Service | -              | -              | 38             | 1,000          | 1,025          | 1,025          |  |
| 420350                            | Corporation Counsel            | 205,200        | 85,500         | 1,177          | -              | -              | -              |  |
| <b>Total Contractual Services</b> |                                | <b>329,562</b> | <b>207,328</b> | <b>167,082</b> | <b>67,825</b>  | <b>58,925</b>  | <b>63,425</b>  |  |
| 430220                            | Supplies - Legal               | 466            | 1,741          | 1,379          | 1,500          | 1,500          | 1,500          |  |
| <b>Total Commodities</b>          |                                | <b>466</b>     | <b>1,741</b>   | <b>1,379</b>   | <b>1,500</b>   | <b>1,500</b>   | <b>1,500</b>   |  |
| 441000                            | Incidentals                    | -              | 205            | 41             | 150            | 150            | 150            |  |
| 442000                            | Training                       | -              | 485            | 2,156          | 3,610          | 3,610          | 4,610          |  |
| 444000                            | Expense of Litigation          | 39,883         | 7,651          | 30,907         | 1,000          | 1,000          | 1,000          |  |
| <b>Total Other Expenses</b>       |                                | <b>39,883</b>  | <b>8,341</b>   | <b>33,104</b>  | <b>4,760</b>   | <b>4,760</b>   | <b>5,760</b>   |  |
| <b>Total Capital Outlay</b>       |                                | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |  |
| <b>Total Program</b>              |                                | <b>369,911</b> | <b>337,772</b> | <b>413,811</b> | <b>286,385</b> | <b>280,985</b> | <b>294,575</b> |  |

# COMMUNITY DEVELOPMENT

## MISSION STATEMENT

The Community Development Department is committed to serve as stewards of the natural and built environment by guiding the use of land and the occupancy of structures for the benefit and protection of our community.

### ~~~~~VALUES~~~~~

To fulfill our mission commitment we:

Provide services that promote and maintain Village land use standards;

Review and issue building permits in an efficient and timely manner;

Ensure the accuracy of information provided to the public; and

Enforce building, zoning, and other Village codes with courtesy, impartiality, and respect.

### ~~~~~PROGRAMS~~~~~

Land Use & Zoning Regulations

Enforcement of Building Codes, Zoning, Sign, and Subdivision Ordinances

Issuance of Building Permits (approx. 2,100 projects annually)

Inspections to endure code compliance

Monitoring of the purchase and resale of units at the Village Green Atrium

Provide administrative support to Housing Our Own Wilmette non-profit organization

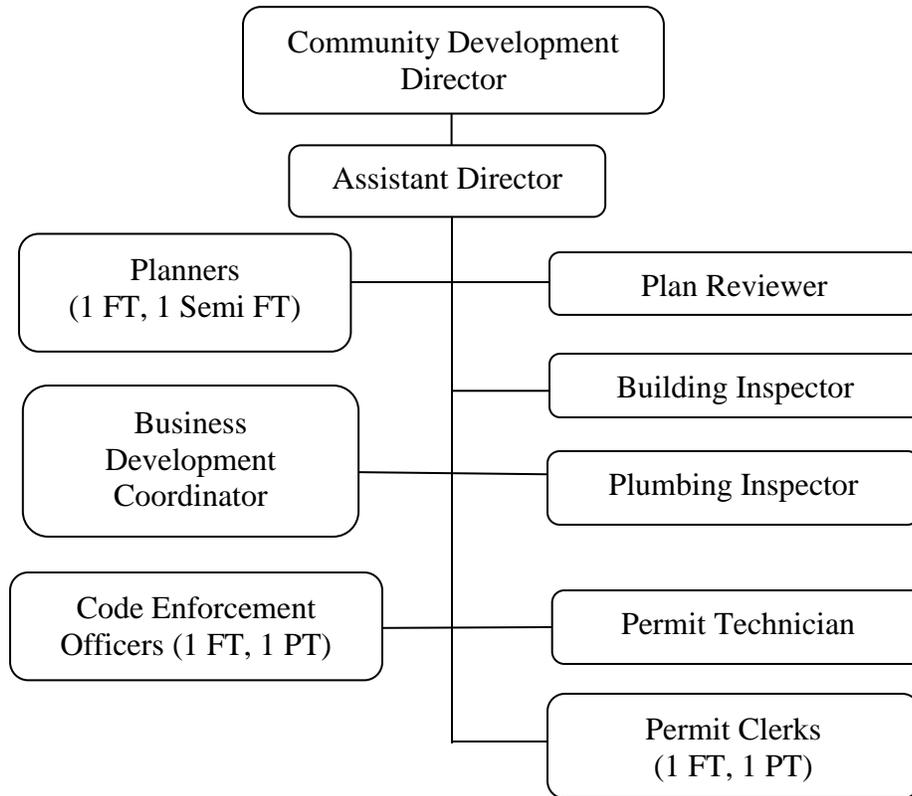
Coordination of business development activities

#### **Staff Support to the Following Boards:**

- Land Use Committee
- Zoning Board of Appeals
- Plan Commission
- Housing Commission
- Appearance Review Commission
- Historic Preservation Commission
- Environmental & Energy Commission
- Site Plan Review Committee
- Building Code Board of Appeals
- Electrical Commission

COMMUNITY DEVELOPMENT DEPARTMENT

ORGANIZATIONAL CHART



## Community Development Performance Measures

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|                                                | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |           | <u>2019 Yr-End</u> |
|------------------------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
|                                                |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |                    |
| <u>Single Family New Construction Permits:</u> |             |                    |             |           |           |           |                    |
| <i>To be reviewed in 10 days</i>               |             |                    |             |           |           |           |                    |
| Days to complete Zoning Reviews                | <10 days    | 6                  | 4           | 5         | 5         | 5         | 5                  |
| <i>Number of reviews</i>                       |             | 22                 | 7           | 2         | 4         | 6         | 19                 |
| Days to complete Building /Electrical Reviews  | <10 days    | 6                  | 6           | 7         | 8         | 2         | 6                  |
| <i>Number of reviews</i>                       |             | 25                 | 3           | 7         | 3         | 1         | 14                 |

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|                                                          | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |           | <u>2019 Yr-End</u> |
|----------------------------------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
|                                                          |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |                    |
| <u>Single Family Additions &amp; Remodeling Permits:</u> |             |                    |             |           |           |           |                    |
| <i>To be reviewed in 10 days</i>                         |             |                    |             |           |           |           |                    |
| Days to complete Zoning Reviews                          | <10 days    | 4                  | 3           | 4         | 2         | 2         | 3                  |
| <i>Number of reviews</i>                                 |             | 241                | 61          | 57        | 58        | 38        | 214                |
| Days to complete Building /Electrical Reviews            | <10 days    | 4                  | 4           | 7         | 4         | 5         | 5                  |
| <i>Number of reviews</i>                                 |             | 214                | 43          | 48        | 35        | 43        | 169                |

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|                                                                         | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |           | <u>2019 Yr-End</u> |
|-------------------------------------------------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
|                                                                         |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |                    |
| <u>Commercial New Construction, Additions &amp; Remodeling Permits:</u> |             |                    |             |           |           |           |                    |
| <i>To be reviewed in 10 days</i>                                        |             |                    |             |           |           |           |                    |
| Days to complete Zoning Reviews                                         | <10 days    | 4                  | 2           | 8         | 12        | 6         | 7                  |
| <i>Number of reviews</i>                                                |             | 20                 | 6           | 3         | 4         | 4         | 17                 |
| Days to complete Building /Electrical Reviews                           | <10 days    | 5                  | 4           | 7         | 3         | 3         | 4                  |
| <i>Number of reviews</i>                                                |             | 26                 | 8           | 5         | 6         | 2         | 21                 |

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|                                                                                    | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |           | <u>2019 Yr-End</u> |
|------------------------------------------------------------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
|                                                                                    |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |                    |
| <u>Code Enforcement:</u>                                                           |             |                    |             |           |           |           |                    |
| <i>Code enforcement violations brought into compliance through voluntary means</i> |             |                    |             |           |           |           |                    |
| Code Enforcement                                                                   | 75%         | 90%                | 90%         | 91%       | 89%       | 93%       | 91%                |
| <i>Number of violations confirmed</i>                                              |             | 1,931              | 394         | 558       | 557       | 463       | 1,972              |
| <i>Number resolved voluntarily</i>                                                 |             | 1,734              | 354         | 509       | 499       | 432       | 1,794              |

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| <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |  |  |  | <u>2019 Yr-End</u> |
|-------------|--------------------|-------------|--|--|--|--------------------|
|-------------|--------------------|-------------|--|--|--|--------------------|

|                                                                                              |      |      | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |      |
|----------------------------------------------------------------------------------------------|------|------|-----------|-----------|-----------|-----------|------|
| <u>New Business Listings:</u>                                                                |      |      |           |           |           |           |      |
| <i>New business listed on web site within 10 days of certification of occupancy issuance</i> |      |      |           |           |           |           |      |
| New Business Listings                                                                        | 100% | 100% | 100%      | 100%      | 100%      | 100%      | 100% |
| Number of new businesses                                                                     |      | 23   | 4         | 3         | 6         | 6         | 19   |
| Average days to post                                                                         |      | 1    | 0         | 0         | 2         | 0         | 1    |

|                                                      | <u>GOAL</u>    | <u>2018 Yr-End</u> | <u>Q1</u> | <u>Q2</u> | <u>2019</u><br><u>Q3</u> | <u>Q4</u> | <u>2019 Yr-End</u> |
|------------------------------------------------------|----------------|--------------------|-----------|-----------|--------------------------|-----------|--------------------|
| <u>Business Contacts:</u>                            |                |                    |           |           |                          |           |                    |
| <i>New business development contacts per quarter</i> | 195            | 842                | 234       | 227       | 185                      | 184       | 830                |
|                                                      | (780 annually) |                    |           |           |                          |           |                    |

|                                               | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>Q1</u> | <u>2019</u><br><u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2019 Yr-End</u> |
|-----------------------------------------------|-------------|--------------------|-----------|--------------------------|-----------|-----------|--------------------|
| <u>Commercial Vacancy:</u>                    |             |                    |           |                          |           |           |                    |
| <i>Commercial retail vacancy rate maximum</i> | 5%          | 6.79%              | 6.40%     | 6.16%                    | 7.80%     | 8.31%     | 7.17%              |
| <i>% currently vacant</i>                     |             |                    | 6.40%     | 6.16%                    | 7.80%     | 8.31%     |                    |

|                                              | <u>GOAL</u>    | <u>2018 Yr-End</u> | <u>Q1</u> | <u>2019</u><br><u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2019 Yr-End</u> |
|----------------------------------------------|----------------|--------------------|-----------|--------------------------|-----------|-----------|--------------------|
| <u>Social Media Updates:</u>                 |                |                    |           |                          |           |           |                    |
| <i>Unique updates posted on Wilmette Biz</i> |                | 118                |           |                          |           |           |                    |
| <i>social media sites per quarter</i>        | 30             | 146                | 23        | 9                        | 24        | 31        | 87                 |
|                                              | (120 annually) |                    |           |                          |           |           |                    |

COMMUNITY DEVELOPMENT DEPARTMENT

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Activity Measures

| <b>Number of Projects/Cases/Inspections</b> | <b>2016</b> | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|---------------------------------------------|-------------|-------------|-------------|-------------|
| Projects                                    | 2,606       | 2,416       | 2,474       | 2,378       |
| ZBA Cases                                   | 59          | 66          | 57          | 46          |
| ARC Cases                                   | 45          | 35          | 43          | 44          |
| Building Inspections                        | 6,859       | 7,187       | 7,614       | 6,697       |

| <b>Breakdown By Permit Type</b>               | <b>2016</b> | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|-----------------------------------------------|-------------|-------------|-------------|-------------|
| New Residential                               | 37          | 48          | 34          | 25          |
| New Commercial                                | 1           | 1           | 0           | 0           |
| New Other - Swimming Pools, Large Sheds, etc. | 23          | 37          | 28          | 25          |
| Single Family Demolition                      | 31          | 36          | 33          | 20          |
| Residential Additions                         | 55          | 73          | 55          | 40          |
| Residential Remodel – Interior, Decks, etc.   | 467         | 442         | 487         | 449         |
| Commercial Additions/Remodel                  | 34          | 23          | 33          | 32          |
| Garage                                        | 25          | 28          | 25          | 26          |
| Electrical Only                               | 89          | 104         | 71          | 78          |
| Air Conditioning Only                         | 59          | 65          | 46          | 47          |
| Generators                                    | 34          | 24          | 27          | 29          |
| Elevators                                     | 35          | 16          | 8           | 12          |
| Plumbing Only                                 | 332         | 298         | 352         | 290         |
| Fences                                        | 429         | 378         | 386         | 427         |
| Roof                                          | 358         | 255         | 253         | 242         |
| Tree Removal                                  | 322         | 341         | 343         | 330         |
| Signs                                         | 13          | 2           | 5           | 14          |
| Tents                                         | 1           | 1           | 0           | 0           |

| <b>Breakdown By Permit Type</b> | <b>2016</b> | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|---------------------------------|-------------|-------------|-------------|-------------|
| All Other Demolition            | 10          | 4           | 14          | 11          |
| Engineering Only                | 163         | 158         | 154         | 149         |
| Fire Only                       | 31          | 15          | 48          | 28          |
| Two-Unit Other                  | 1           | 2           | 2           | 0           |
| Townhouse Other                 | 25          | 17          | 20          | 23          |
| Institutional Other             | 7           | 12          | 12          | 13          |
| Multi-Family Other              | 24          | 33          | 34          | 43          |
| Solar                           | 1           | 2           | 3           | 13          |

## COMMUNITY DEVELOPMENT DEPARTMENT

### Objectives & Accomplishments

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#### Looking Forward: 2020 Objectives

1. Continue to support the boards and commissions that are served by the Community Development Department, including the Plan Commission, Zoning Board of Appeals, Appearance Review Commission, Historic Preservation Commission, Housing Commission, Environmental and Energy Commission, Land Use Committee of the Village Board, Building Code Board of Appeals and Electrical Commission.
2. Oversee the rewrite of the Village's Comprehensive Plan.
3. Study whether to consider an amendment to the Zoning Code that would regulate the total amount of impervious surface allowed on residentially zoned property when a new single-family home or large addition is proposed.
4. Continue to implement the "Wilmetteonomics" branding message.
5. Continue to assist Housing Our Own Wilmette in its managing of the Housing Assistance Program, including the participant initiation of home visits by accompanying the Board of Directors.
6. Oversee the land use/building review for the reuse/redevelopment of Edens Plaza
7. Continue to work with the property owner and potential developers regarding the reuse/redevelopment of the Imperial Motors property on Green Bay Road.

#### Reviewing the Year: 2019 Accomplishments

1. Continue to support the boards and commissions that are served by the Community Development Department, including the Plan Commission, Zoning Board of Appeals, Appearance Review Commission, Historic Preservation Commission, Housing Commission, Environmental and Energy Commission, Land Use Committee of the Village Board, Building Code Board of Appeals and Electrical Commission.

*The Community Development Department provided staff support at over 50 meetings and hearings in 2019.*

2. Complete the recodification of Chapter 9 of the Village Code - Housing and Building Regulations and complete the process to update the Village's Building and Residential Codes.

*The recodification of Chapter 9 has been complete and a comprehensive review of the building codes will be completed by the end of 2019.*

3. Continue to implement the “Wilmettonomics” branding message.  
*Additional phases of the “Wilmettonomics” campaign have been rolled out including a loyalty program that now has over 50 businesses participating and over 1000 area residents receiving updates on local events and special offers through their mobile phones.*

4. Continue to assist Housing Our Own Wilmette in its managing of the Housing Assistance Program, including the participant initiation of home visits by accompanying the Board of Directors.

*The Housing Assistance Program continued to assist the members in the program with Community Development staff administering the program.*

5. Oversee the land use/building review for the reuse/redevelopment of Carson’s Department Store property.

*Staff has continued to meet with the new owners of the center and has discussed the Village’s desire to see Edens Plaza retained as a viable retail center. In addition, a text amendment was completed that will help ensure that the center continues as a retail destination.*

6. Oversee the land use/building review for the reuse/redevelopment of the Imperial Motors property on Green Bay Road.

*Staff continues to meet with the owners of the Imperial Motors property and potential developers to facilitate reuse/redevelopment of the site in accordance with the Village Center Master Plan.*

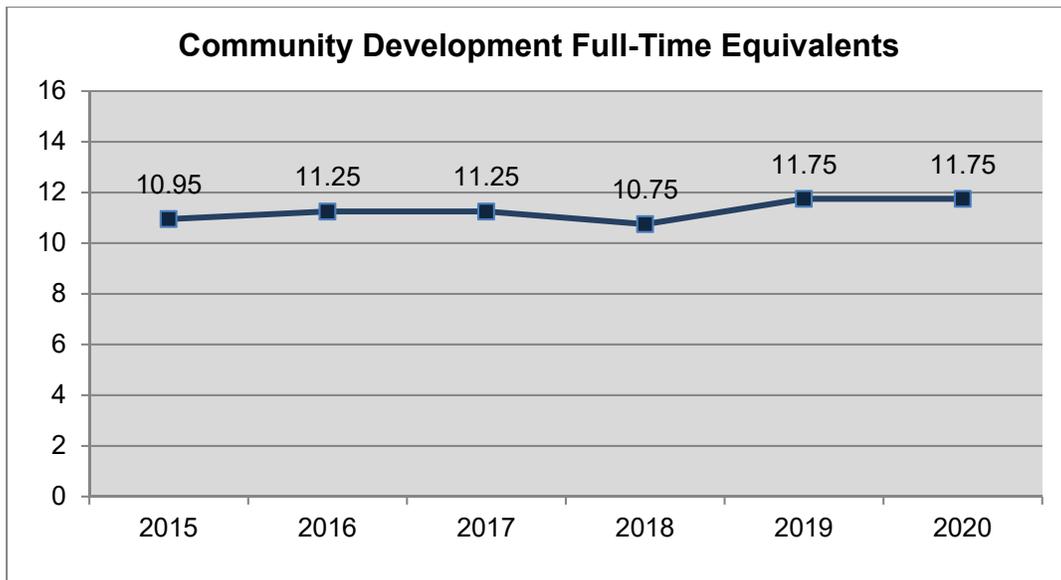
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 09 - Community Development  
**Dept.:** 18 - Community Development  
**Type:** 45 - Community Development

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 1,125,853         | 1,149,678         | 1,217,703         | 1,360,025         | 1,383,025                      | 1,471,155         |
| Contractual Services | 120,459           | 135,539           | 118,957           | 51,945            | 38,945                         | 39,095            |
| Commodities          | 4,259             | 3,103             | 3,568             | 3,885             | 3,885                          | 3,885             |
| Other Expense        | 16,091            | 18,653            | 19,953            | 23,130            | 24,180                         | 21,600            |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>1,266,662</b>  | <b>1,306,973</b>  | <b>1,360,181</b>  | <b>1,438,985</b>  | <b>1,450,035</b>               | <b>1,535,735</b>  |

**BUDGET ANALYSIS:** The decrease in Contractual Services is a result of moving outsourced plan review and inspections in house.

**PERSONNEL:** There are no changes in the 2020 Personnel Budget.



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 09 - Community Development  
**Dept.:** 18 - Community Development  
**Type:** 45 - Community Development

| Account Number                    | Description                                                 | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Estimated        | Budget FY 2020   |
|-----------------------------------|-------------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                   |                                                             |                  |                  |                  |                  | Actual FY 2019   |                  |
| 410100                            | Regular Salaries                                            | 844,216          | 856,967          | 906,037          | 1,013,025        | 1,013,025        | 1,064,075        |
| 410200                            | Overtime Salaries                                           | 529              | 491              | 1,312            | 500              | 13,500           | 500              |
| 415000                            | Employee Benefits                                           | 281,108          | 292,220          | 310,354          | 346,500          | 356,500          | 406,580          |
| <b>Total Personnel</b>            |                                                             | <b>1,125,853</b> | <b>1,149,678</b> | <b>1,217,703</b> | <b>1,360,025</b> | <b>1,383,025</b> | <b>1,471,155</b> |
| 420010                            | Memberships                                                 | 2,241            | 2,360            | 2,379            | 2,395            | 2,395            | 2,545            |
| 420020                            | Professional Services                                       | 3,950            | 17,300           | 5,586            | 5,450            | 5,450            | 5,450            |
| 420030                            | Digital Records Conversion                                  | 3,258            | 4,077            | 1,153            | 17,400           | 17,400           | 17,400           |
| 420400                            | Contractual Plan Review & Inspectional Services             | 80,320           | 101,827          | 100,287          | 15,000           | 2,000            | 2,000            |
| 420410                            | Non-Operating Contract. Plan Review & Inspectional Services | 16,590           | -                | -                | -                | -                | - *              |
| 421010                            | Contract. Elevator Inspection Service                       | 14,100           | 9,975            | 8,475            | 10,000           | 10,000           | 10,000           |
| 422000                            | Maintenance - Office Equipment                              | -                | -                | -                | 200              | 200              | 200              |
| 428020                            | Telephone Service - Cellular                                | -                | -                | 1,077            | 1,500            | 1,500            | 1,500            |
| <b>Total Contractual Services</b> |                                                             | <b>120,459</b>   | <b>135,539</b>   | <b>118,957</b>   | <b>51,945</b>    | <b>38,945</b>    | <b>39,095</b>    |
| 430230                            | Supplies - Office                                           | 2,757            | 2,710            | 2,228            | 2,500            | 2,500            | 2,500            |
| 430250                            | Supplies - Other than Office                                | 1,502            | 393              | 1,340            | 1,385            | 1,385            | 1,385            |
| <b>Total Commodities</b>          |                                                             | <b>4,259</b>     | <b>3,103</b>     | <b>3,568</b>     | <b>3,885</b>     | <b>3,885</b>     | <b>3,885</b>     |
| 440500                            | Automotive Expense                                          | 12,800           | 15,980           | 16,840           | 16,780           | 16,880           | 14,050           |
| 441000                            | Incidentals                                                 | 151              | 45               | 134              | 300              | 300              | 300              |
| 442000                            | Training                                                    | 1,564            | 620              | 1,075            | 4,050            | 5,000            | 5,250            |
| 443020                            | Legal Notices                                               | 1,576            | 2,008            | 1,904            | 2,000            | 2,000            | 2,000            |
| <b>Total Other Expenses</b>       |                                                             | <b>16,091</b>    | <b>18,653</b>    | <b>19,953</b>    | <b>23,130</b>    | <b>24,180</b>    | <b>21,600</b>    |
| <b>Total Capital Outlay</b>       |                                                             | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>Total Program</b>              |                                                             | <b>1,266,662</b> | <b>1,306,973</b> | <b>1,360,181</b> | <b>1,438,985</b> | <b>1,450,035</b> | <b>1,535,735</b> |

\* Indicates a non-operating expenditure

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund: 11 - General Fund**  
**Program: 09 - Community Development**  
**Dept.: 18 - Community Development**  
**Type: 46 - Business Development**

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 71,229            | 77,491            | 81,045            | 87,075            | 87,075                         | 91,070            |
| Contractual Services | 91,763            | 68,757            | 90,775            | 117,925           | 119,925                        | 114,175           |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | 359,951           | 321,622           | 302,650           | 312,650           | 300,650                        | 312,650           |
| Capital Outlay       | -                 | -                 | 25,000            | 25,000            | 24,800                         | 27,000            |
| <b>Program Total</b> | <b>522,943</b>    | <b>467,870</b>    | <b>499,470</b>    | <b>542,650</b>    | <b>532,450</b>                 | <b>544,895</b>    |

**BUDGET ANALYSIS:** Business promotional activities increased in 2019 to purchase replacement LED tree lighting in the Village’s downtown area and this expense continues in 2020.

Beginning in 2014, the Hotel Tax Rebate for the Marriott Residence Inn is budgeted in this account. For 2020, it is projected that the Village will rebate \$312,000 to White Lodging Service Corporation and the Village’s share will be approximately \$93,700.

The economic incentive agreement with White Lodging provides for 76.9% of the tax being rebated to the developer for the first ten years of operation up to a cumulative maximum rebate of \$3.2 million. After ten years or after the cumulative rebates total \$3.2 million (whichever occurs first) all revenues would be retained by the Village. The table below demonstrates the rebates issued to date and projected through the 2020 budget:

| Year                | Annual Rebate | Cumulative Rebate |
|---------------------|---------------|-------------------|
| 2014 (partial year) | \$195,973     | \$ 195,973        |
| 2015                | \$297,161     | \$ 493,134        |
| 2016                | \$294,607     | \$ 787,741        |
| 2017                | \$291,355     | \$1,079,096       |
| 2018                | \$307,614     | \$1,386,710       |
| 2019 Est. Actual    | \$300,000     | \$1,686,710       |
| 2020 Budget         | \$312,000     | \$1,998,710       |

The capital outlay costs are for property taxes on Village owned property. This existing cost has been transferred from 11-95.

**PERSONNEL:** A portion of the personnel listed in the community development program (11-09-18-45) is also allocated to this program.

**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 09 - Community Development  
**Dept.:** 18 - Community Development  
**Type:** 46 - Business Development

| Account Number                    | Description                   | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated         |                   |
|-----------------------------------|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                   |                               |                   |                   |                   |                   | Actual<br>FY 2019 | Budget<br>FY 2020 |
| 410100                            | Regular Salaries              | 55,141            | 56,590            | 58,004            | 59,450            | 59,450            | 62,075            |
| 415000                            | Employee Benefits             | 16,088            | 20,901            | 23,435            | 27,625            | 27,625            | 28,995            |
| <b>Total Personnel</b>            |                               | <b>71,229</b>     | <b>77,491</b>     | <b>81,439</b>     | <b>87,075</b>     | <b>87,075</b>     | <b>91,070</b>     |
| 420010                            | Memberships                   | 1,395             | 1,341             | 1,070             | 1,425             | 1,425             | 1,425             |
| 420450                            | Business Promotion Activities | 90,368            | 67,416            | 100,895           | 116,500           | 118,500           | 112,750           |
| <b>Total Contractual Services</b> |                               | <b>91,763</b>     | <b>68,757</b>     | <b>101,965</b>    | <b>117,925</b>    | <b>119,925</b>    | <b>114,175</b>    |
| <b>Total Commodities</b>          |                               | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| 441000                            | Incidentals                   | 455               | 668               | 365               | 650               | 650               | 650               |
| 448900                            | Depot Property Taxes          | 64,889            | 29,599            | -                 | -                 | -                 | -                 |
| 448910                            | Hotel Tax Rebate              | 294,607           | 291,355           | 307,614           | 312,000           | 300,000           | 312,000           |
| <b>Total Other Expenses</b>       |                               | <b>359,951</b>    | <b>321,622</b>    | <b>307,979</b>    | <b>312,650</b>    | <b>300,650</b>    | <b>312,650</b>    |
| 460050                            | Property Holding Costs        | -                 | -                 | 24,031            | 25,000            | 24,800            | 27,000            |
| <b>Total Capital Outlay</b>       |                               | <b>-</b>          | <b>-</b>          | <b>24,031</b>     | <b>25,000</b>     | <b>24,800</b>     | <b>27,000</b>     |
| <b>Total Program</b>              |                               | <b>522,943</b>    | <b>467,870</b>    | <b>515,414</b>    | <b>542,650</b>    | <b>532,450</b>    | <b>544,895</b>    |

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

**Fund:** 11 - General Fund

**Program:** 10 - Miscellaneous Boards & Commissions

**Dept.:** 10 - Administration

**Type:** 60 - Miscellaneous

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | -                 | -                 | -                 | -                 | -                              | -                 |
| Contractual Services | -                 | -                 | -                 | -                 | -                              | -                 |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | 4,182             | 3,857             | 1,414             | 8,450             | 7,200                          | 8,450             |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>4,182</b>      | <b>3,857</b>      | <b>1,414</b>      | <b>8,450</b>      | <b>7,200</b>                   | <b>8,450</b>      |

**PROGRAM DESCRIPTION:** This program provides funding for the various activities and programs that are administered and coordinated by some of the Village's Boards and Commissions.

**BUDGET ANALYSIS:** The 2020 Budget includes funds for:

- Emergency Housing Assistance- \$3,000
- Historic Preservation- \$1,200
- Community Events- \$1,750
- Bike Safety Programs- \$2,000

Per the recommendation of the Ad-Hoc Committee for the Private Funding of the Housing Assistance Program, a not for profit organization called Housing Our Own- Wilmette was created in 2015 to raise private funds and administer the Housing Program. The Village transferred the remaining funds in its housing escrow to the not-for-profit in 2015 and all future housing assistance disbursements will be made through the not-for-profit corporation.

**PERSONNEL:** There are no employees assigned to this program.

**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 10 - Miscellaneous Boards & Commissions  
**Dept.:** 10 - Administration  
**Type:** 60 - Miscellaneous

| Account Number                    | Description                          | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|--------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <b>Total Personnel</b>            |                                      | -                 | -                 | -                 | -                 | -                              | -                 |
| 420020-                           | Professional Services                |                   |                   |                   |                   |                                |                   |
| <b>Total Contractual Services</b> |                                      | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Commodities</b>          |                                      | -                 | -                 | -                 | -                 | -                              | -                 |
| 441000                            | Incidentals                          | -                 | 33                | -                 | 500               | 500                            | 500               |
| 449010                            | Wilmette Housing Commission - HAP    | 1,017             | 1,214             | 909               | 3,000             | 3,000                          | 3,000             |
| 449035                            | Historic Preservation Commission     | 89                | 30                | 170               | 1,200             | 1,200                          | 1,200             |
| 449040                            | Human Relations Commission           | 1,340             | 905               | 335               | 1,750             | 500                            | 1,750             |
| 449060                            | Bicycle Task Force:                  |                   |                   |                   |                   |                                |                   |
|                                   | Bicycle Safety Training in Public Sc | 1,736             | 1,675             | -                 | 2,000             | 2,000                          | 2,000             |
| <b>Total Other Expenses</b>       |                                      | <b>4,182</b>      | <b>3,857</b>      | <b>1,414</b>      | <b>8,450</b>      | <b>7,200</b>                   | <b>8,450</b>      |
| <b>Total Capital Outlay</b>       |                                      | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Program</b>              |                                      | <b>4,182</b>      | <b>3,857</b>      | <b>1,414</b>      | <b>8,450</b>      | <b>7,200</b>                   | <b>8,450</b>      |

## HISTORICAL MUSEUM

### MISSION STATEMENT

The Wilmette Historical Museum mission is:

- To collect and preserve the widest variety of materials which document the history of Wilmette and environs (including the growth and development of Wilmette, New Trier Township and the North Shore, the architecture, businesses, schools, religious groups, and organizations, and the residents of the Village);
- To educate the general public, both children and adults, through exhibits, programs, classes, tours, publications, websites and other means;
- To act as a resource center for researchers, teachers, students, businesses, homeowners and others requesting historical information on the area; and,
- To serve as the repository for the historical records of the Village of Wilmette.

### ~~~~~PROGRAMS~~~~~

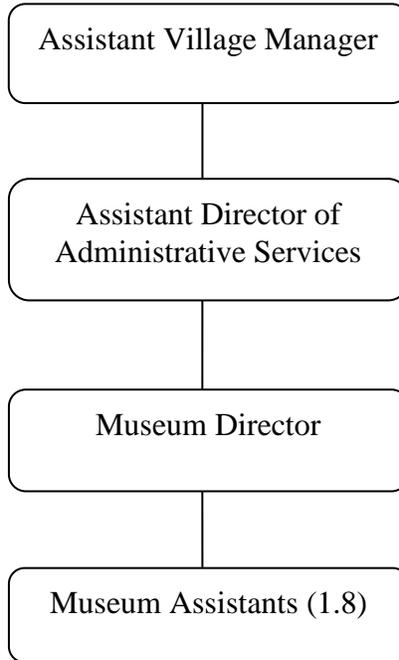
This program provides a significant portion of the support for the Wilmette Historical Museum. The Wilmette Historical Society funds the remaining costs.

The Museum was created in 1951 through the Wilmette Historical Commission and acts as the official repository for historical material, all of which is owned by the Village. The Museum creates both permanent and temporary historical exhibits focusing on Wilmette history, conducts educational programs for children and adults, assists residents and others with historical research, and acts as the community's resource on historical matters.

In addition, the Museum maintains the exhibit space on the second floor of the Village Hall and provides Village staff with exhibit and research assistance.

*HISTORICAL MUSEUM*

ORGANIZATIONAL CHART



## HISTORICAL MUSEUM DEPARTMENT

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### Activity Measures

|                                   | <b>2016</b> | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|-----------------------------------|-------------|-------------|-------------|-------------|
| Visitors & Researchers            | 7,362       | 7,908       | 7,702       | 7,862       |
| Exhibits Created                  | 4           | 4           | 6           | 4           |
| New Collections Cataloged         | 1,989       | 1,610       | 918         | 1,392       |
| Programs & Tours Conducted        | 60          | 60          | 68          | 66          |
| Publications & Digital Media      | 7           | 5           | 3           | 4           |
| Volunteer Hours at the Museum     | 2,395       | 2,580       | 3,752       | 2,138       |
| Distinct Visits to Museum Website | 23,546      | 30,076      | 24,170      | 28,962      |

## HISTORICAL MUSEUM

### Objectives & Accomplishments

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#### Looking Forward: 2020 Objectives

1. Create and produce new exhibits.
2. Develop and present public programs and events throughout the year.
3. Continue to develop online access to the Museum's collections.

#### Reviewing the Year: 2019 Accomplishments

1. Created and produced new exhibits, including one about early Wilmette photographers.

*The Museum staff developed a number of new exhibits in 2019. "All That Glitters," a fashion exhibit, opened in January. "Beer Wars: Wets vs. Drys on the North Shore" closed on August 11, 2019. This was a very popular exhibit about the battle between the saloons in area towns like Gross Point and the temperance activists. On October 6, 2019, an exhibit about early local photographers opened to the public. We also created a new exhibit on the history on the downtown area for Village Hall. Several smaller exhibits, including one curated by grade school-age Wilmette students, were also produced.*

2. Develop and present public programs and events throughout the year.

*In 2019, the Museum presented 66 programs, tours, and events. The year's programming included an annual Open House in May, a housewalk featuring tours inside four historic homes in the east Wilmette area, lectures on area history, walking tours, special programs for children, special adult programs off-site, talks given to local organizations, and tours to public and private school children, scouts, and adults. A popular summertime scavenger hunt for kids was offered in collaboration with the Wilmette Chamber of Commerce businesses; the goal is to expose children to a bit of local history in a fun way. The kid's summer scavenger hunt this year was designed to acquaint them with the history of the museum building, especially the jail cells and the Gross Point police force. The Museum sponsors a history book club that met at the Museum once a month. A kid's club, called "History Detectives," met four times in 2019.*

3. Develop online access to the Museum's historic photograph collection.

*The Museum has been working to make our collections information accessible online. With a small staff, this has been a major undertaking which will continue in 2020. We are working on putting collections on Past Perfect Online, an off-shoot of our collections database. This will be available through our website. The other online site is called "Explore," and it is an online collections site curated by the Chicago Collections Consortium, of which the Wilmette Historical Museum is a member organization. The goal is to publicize our photograph, archives and objects collections so more people can use them.*

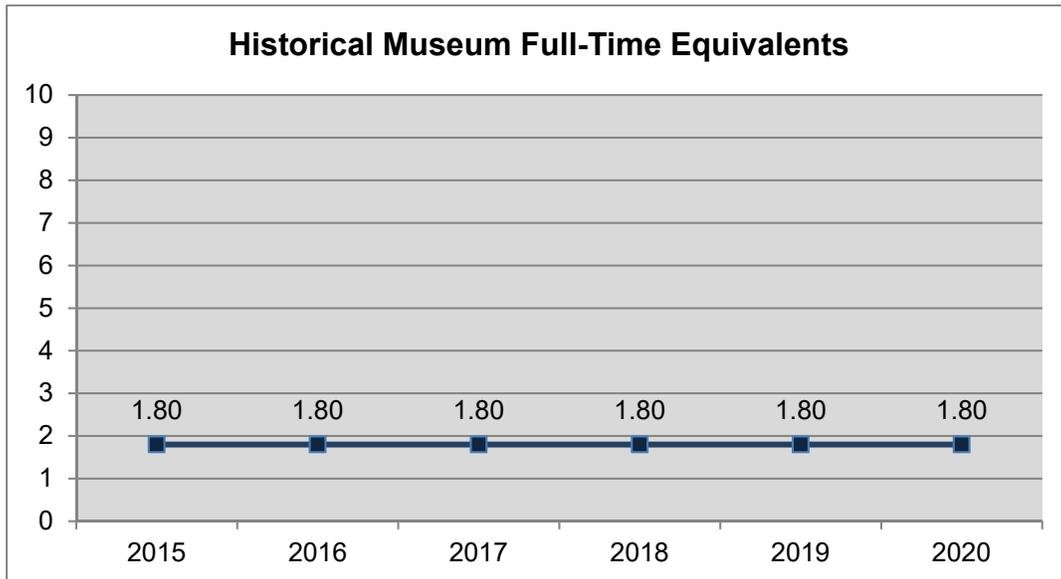
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 11 - Wilmette Historical Museum  
**Dept.:** 10 - Administration  
**Type:** 60 - Miscellaneous

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 157,371           | 160,440           | 168,736           | 162,745           | 172,745                        | 167,360           |
| Contractual Services | -                 | -                 | -                 | -                 | -                              | -                 |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>157,371</b>    | <b>160,440</b>    | <b>160,925</b>    | <b>162,745</b>    | <b>172,745</b>                 | <b>167,360</b>    |

**BUDGET ANALYSIS:** The budget provides funds for one full-time position, one part-time position (the Wilmette Historical Society reimburses the Village for 50% of the position) and one part-time position (14 - 18 hours/week, reimbursed 100% by the Wilmette Historical Society), and one part-time position (4 hours/week, reimbursed 100% by the Wilmette Historical Society).

**PERSONNEL:**



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 11 - Wilmette Historical Museum  
**Dept.:** 10 - Administration  
**Type:** 60 - Miscellaneous

| Account Number                    | Description               | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated      | Budget FY 2020 |
|-----------------------------------|---------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
|                                   |                           |                |                |                |                | Actual FY 2019 |                |
| 410100                            | Regular Salaries          | 129,664        | 132,902        | 140,300        | 136,275        | 146,275        | 140,450        |
| 415000                            | Employee Benefits Expense | 27,707         | 27,538         | 28,436         | 26,470         | 26,470         | 26,910         |
| <b>Total Personnel</b>            |                           | <b>157,371</b> | <b>160,440</b> | <b>168,736</b> | <b>162,745</b> | <b>172,745</b> | <b>167,360</b> |
| <b>Total Contractual Services</b> |                           | -              | -              | -              | -              | -              | -              |
| <b>Total Commodities</b>          |                           | -              | -              | -              | -              | -              | -              |
| <b>Total Other Expenses</b>       |                           | -              | -              | -              | -              | -              | -              |
| <b>Total Capital Outlay</b>       |                           | -              | -              | -              | -              | -              | -              |
| <b>Total Program</b>              |                           | <b>157,371</b> | <b>160,440</b> | <b>168,736</b> | <b>162,745</b> | <b>172,745</b> | <b>167,360</b> |

WILMETTE COMMUNITY TELEVISION (WCTV)

**MISSION STATEMENT**

The mission of WCTV is:

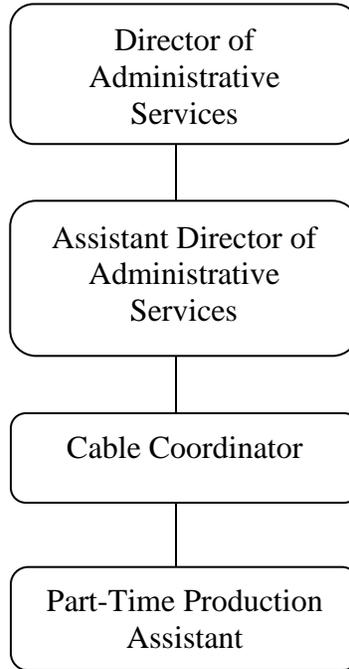
- To serve as a public information tool for Wilmette's units of local government and to increase community awareness of local government services, activities and policies;
- To strengthen the community identity of Wilmette by highlighting local events, activities, organizations, interests and businesses which enhance the community; and,
- To promote the Village of Wilmette and to encourage community participation.

~~~~~**PROGRAMS**~~~~~

This program reflects expenditures associated with cable programming services. The Community Cable Coordinator oversees the production and development of community related cable television programming on WCTV Channel 6, including the telecasting of various Village meetings. This program was started in FY 1993-94.

WILMETTE COMMUNITY TELEVISION

ORGANIZATIONAL CHART



CABLE DEPARTMENT
.....**Activity Measures**

| | 2016 | 2017 | 2018 | 2019 |
|---------------------------------------|-------------|-------------|-------------|-------------|
| Public Meetings Broadcast | 77 | 88 | 78 | 76 |
| Hours of Programming Aired | 2,406 | 2,654 | 2,562 | 2,408 |
| Hours of Volunteer Training Conducted | 60 | 60 | 59 | 64 |
| Studio Tours Given | 8 | 9 | 7 | 7 |
| Hours of Public Meetings Broadcast | 829 | 1078 | 869 | 696 |
| - Village Board | 310 | 309 | 283 | 209 |
| - Zoning Board of Appeals | 196 | 238 | 232 | 128 |
| - School Board | 119 | 182 | 104 | 114 |
| - Library Board | 60 | 104 | 93 | 98 |
| - Other Meetings/Forums | 30 | 167 | 48 | 36 |
| - Park Board | 114 | 78 | 109 | 111 |

CABLE DEPARTMENT

Objectives & Accomplishments

Looking Forward: 2020 Objectives

1. Broadcast an average of 10 hours of programming on Channel 6 per day, including new PSAs that will appear monthly on subjects of importance to the Wilmette residents.
2. Develop a presence on Facebook, Twitter and Instagram for Wilmette Community Television that will promote the Channel, its programming and Village and Community Activities.

Reviewing the Year: 2019 Accomplishments:

1. Broadcast an average of 10 hours of programming on Channel 6 per day, including weekly taped "Village Announcements" that highlight upcoming events and important safety tips tied to Village departments and Village organizations. We will also be revamping and adding a new format to the 15th season of Coach's Corner.

The Department continued our work with Community groups and Village departments to produce an average of 10 hours of programming per day. Some of the highlights from this year include, our 15th season of "Coach's Corner" with 3 instead of 2 guests each episode, the annual Student Government meetings, the spring LWWV Forums leading up to the April election, and additional calendar pages dedicated to highlighting more community events and activities.

2. Consult with our current vendor; Audio Video Systems, on a cost effective plan to replace our video equipment. Many pieces have reached end of life and are no longer supported/repairable by the manufacturers.

Audio Visual Systems recommended changes/upgrades to the broadcast system located in the Council Chambers that will fully digitalize the process and improve the quality of the broadcast on Channel 6. This upgrade is listed in the CIP.

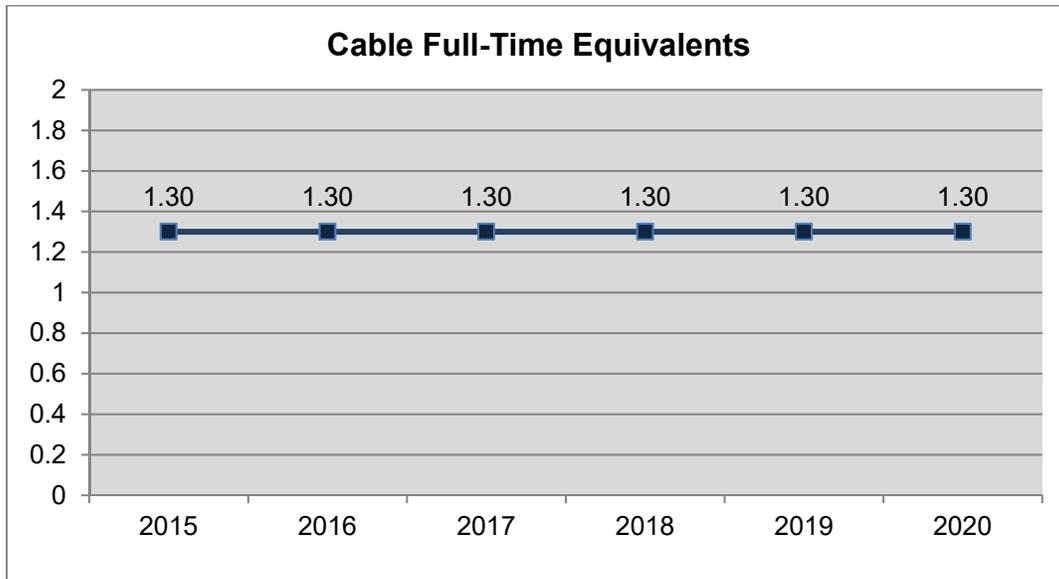
Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 11 - General Fund
Program: 15 - Cable Programming Services
Dept.: 10 - Administration
Type: 60 - Miscellaneous

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | 120,449 | 125,573 | 127,935 | 134,765 | 134,765 | 138,910 |
| Contractual Services | 23,655 | 22,177 | 30,516 | 13,695 | 13,695 | 13,695 |
| Commodities | 1,911 | 1,801 | 1,821 | 2,250 | 2,250 | 2,250 |
| Other Expense | 12,201 | 12,394 | 12,645 | 14,100 | 13,800 | 14,100 |
| Capital Outlay | 4,179 | 3,099 | 3,100 | 7,000 | 7,000 | 7,000 |
| Program Total | 162,395 | 165,044 | 176,017 | 171,810 | 171,510 | 175,955 |

BUDGET ANALYSIS: There are no significant changes in the 2020 Budget.

PERSONNEL:



**Village of Wilmette
2020 Budget**

Fund: 11 - General Fund
Program: 15 - Cable Programming Services
Dept.: 10 - Administration
Type: 60 - Miscellaneous

| Account Number | Description | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated | |
|-----------------------------------|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | | | | | | Actual FY 2019 | Budget FY 2020 |
| 410100 | Regular Salaries | 87,063 | 90,982 | 91,978 | 96,575 | 96,575 | 98,750 |
| 410400 | CATV Wages | 566 | - | - | - | - | - |
| 415000 | Employee Benefits | 32,820 | 34,591 | 35,957 | 38,190 | 38,190 | 40,160 |
| Total Personnel | | 120,449 | 125,573 | 127,935 | 134,765 | 134,765 | 138,910 |
| 420010 | Memberships | 185 | 195 | 195 | 195 | 195 | 195 |
| 421512 | Contractual Website Services | 5,127 | 2,970 | 5,002 | 4,000 | 4,000 | 4,000 |
| 422000 | Maintenance - Office Equipment | 290 | 925 | 6,437 | 4,000 | 4,000 | 4,000 |
| 428120 | High Speed Ethernet Service | 18,053 | 18,087 | 18,882 | 5,500 | 5,500 | 5,500 |
| Total Contractual Services | | 23,655 | 22,177 | 30,516 | 13,695 | 13,695 | 13,695 |
| 430230 | Supplies - Office | 276 | 251 | - | 250 | 250 | 250 |
| 430300 | Supplies - Video | 1,635 | 1,550 | 1,821 | 2,000 | 2,000 | 2,000 |
| Total Commodities | | 1,911 | 1,801 | 1,821 | 2,250 | 2,250 | 2,250 |
| 441000 | Incidentals | - | - | - | 300 | 300 | 300 |
| 442000 | Training | - | - | - | 600 | 300 | 600 |
| 448700 | Rent - CATV Studios | 12,201 | 12,394 | 12,645 | 13,200 | 13,200 | 13,200 |
| Total Other Expenses | | 12,201 | 12,394 | 12,645 | 14,100 | 13,800 | 14,100 |
| 490350 | Cable TV Furniture & Equipment | 4,179 | 3,099 | 3,100 | 7,000 | 7,000 | 7,000 |
| Total Capital Outlay | | 4,179 | 3,099 | 3,100 | 7,000 | 7,000 | 7,000 |
| Total Program | | 162,395 | 165,044 | 176,017 | 171,810 | 171,510 | 175,955 |

* Indicates a non-operating expenditure

Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 11 - General Fund
Program: 19 - Contingency
Dept.: 10 - Administration
Type: 60 - Miscellaneous

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | - | - | - | - | - | - |
| Contractual Services | - | - | - | - | - | - |
| Commodities | - | - | - | - | - | - |
| Other Expense | 269,751 | 156,743 | 300,000 | 440,000 | 43,720 | 685,000 |
| Capital Outlay | - | - | - | - | - | - |
| Program Total | 269,751 | 156,743 | 300,000 | 440,000 | 43,720 | 685,000 |

PROGRAM DESCRIPTION: The Contingency program provides funding for unanticipated expenses which may occur during the fiscal year as authorized by the Village Board of Trustees. It permits the Village Board of Trustees to approve unanticipated expenditures, which may occur during the fiscal year without adopting a supplemental appropriation.

This program also includes a transfer to the Debt Service Fund to offset property tax refunds issued by Cook County.

BUDGET ANALYSIS: For FY 2020, the Debt Service Fund transfer was reduced from \$40,000 to \$35,000. A new Pension Fund transfer was added for 2020 in the amount of \$200,000 as part of the new amortization schedule (more information is available in 33-00 and 34-00).

The general contingency line item continues to include a possible special assessment from the North Suburban Employee Benefits Cooperative for health insurance as well as the Comprehensive Plan update.

PERSONNEL: There are no employees assigned to this program.

**Village of Wilmette
2020 Budget**

Fund: 11 - General Fund
Program: 19 - Contingency
Dept.: 10 - Administration
Type: 60 - Miscellaneous

| Account Number | Description | | | | | | Estimated | |
|-----------------------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|--|
| | | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Actual FY 2019 | Budget FY 2020 | |
| Total Personnel | | - | - | - | - | - | - | |
| Total Contractual Services | | - | - | - | - | - | - | |
| Total Commodities | | - | - | - | - | - | - | |
| 448005 | Pension Fund Transfer | - | - | - | - | - | 200,000 | |
| 448035 | Debt Service Fund Transfer | 65,000 | 65,000 | - | 40,000 | - | 35,000 | |
| 449500 | Contingency - Regular | 75,375 | 91,743 | 28,600 | 400,000 | 23,400 | 450,000 | |
| 20047 | Road/Alley Design | 129,376 | - | - | - | - | - | |
| 50205 | Wide Area Network Replacement | - | - | - | - | - | - | |
| 60504 | FEMA Radios | - | - | - | - | 10,730 | - | |
| 70113 | Bike Racks | - | - | - | - | 9,590 | - | |
| 80107 | Skokie/Hibbard Improvements | - | - | - | - | - | - | |
| 80108 | Pedestrian Crossing Improvements | - | - | - | - | - | - | |
| 449510 | Contingency - Atrium Resale | - | - | - | - | - | - | |
| Total Other Expenses | | 269,751 | 156,743 | 28,600 | 440,000 | 43,720 | 685,000 | |
| Total Capital Outlay | | - | - | - | - | - | - | |
| Total Program | | 269,751 | 156,743 | 300,000 | 440,000 | 43,720 | 685,000 | |

ENGINEERING & PUBLIC WORKS DEPARTMENT

MISSION STATEMENT

The Engineering and Public Works Departments were merged in 2015 into the Engineering & Public Works Department (EPW). The employees of the Engineering and Public Works Department are committed to protecting the health, safety and general well-being of all Village residents by delivering outstanding public services and quality public infrastructure in a reliable, efficient and environmentally responsible manner.

PROGRAMS

Engineering Division:

Design and supervision of improvements to the Village's infrastructure, including:

- Streets
- Sidewalks & Alleys
- Sewer & Water Mains
- Street Lights
- Traffic Signals

Coordinate traffic and parking studies; and provide engineering assistance to other governmental agencies as required.

Building and Grounds Division: provides for all routine, preventative and emergency maintenance of Village owned buildings and grounds, including:

- Village Hall
- Village Yard
- Police Station
- Historical Museum
- Metra Station
- Fire Stations (except for routine maintenance which is performed by Fire Department personnel)

Streets:

- Landscape maintenance; Collection and disposal of leaves;
- Removal of snow and ice;
- Maintenance of streets, sidewalks and alleys; and
- Traffic sign maintenance, including the installation and care of all regulatory and advisory traffic control signs on streets under Village jurisdiction.

Refuse and Recycling:

- Village's residential refuse, recycling and yard waste collection program, handled by a contractual service;
- Once per week refuse and recycling collection, and once per week yard waste collection for eight months of the year; and
- The Village approved a three-year contract extension with Advanced Disposal (contract was set to expire in 2020 and now expires at the end of 2023). The contract extension provides for no increase in four of the five years with the only increase being 2.5% increase in 2021.

Municipal Garage:

- This program is treated as an internal service fund as the expenses incurred in this program are allocated to various other programs as Automotive Expense;
- Operation, maintenance & repair of Village-owned vehicles; and
- Centralized fueling facility for Village and School District vehicles.

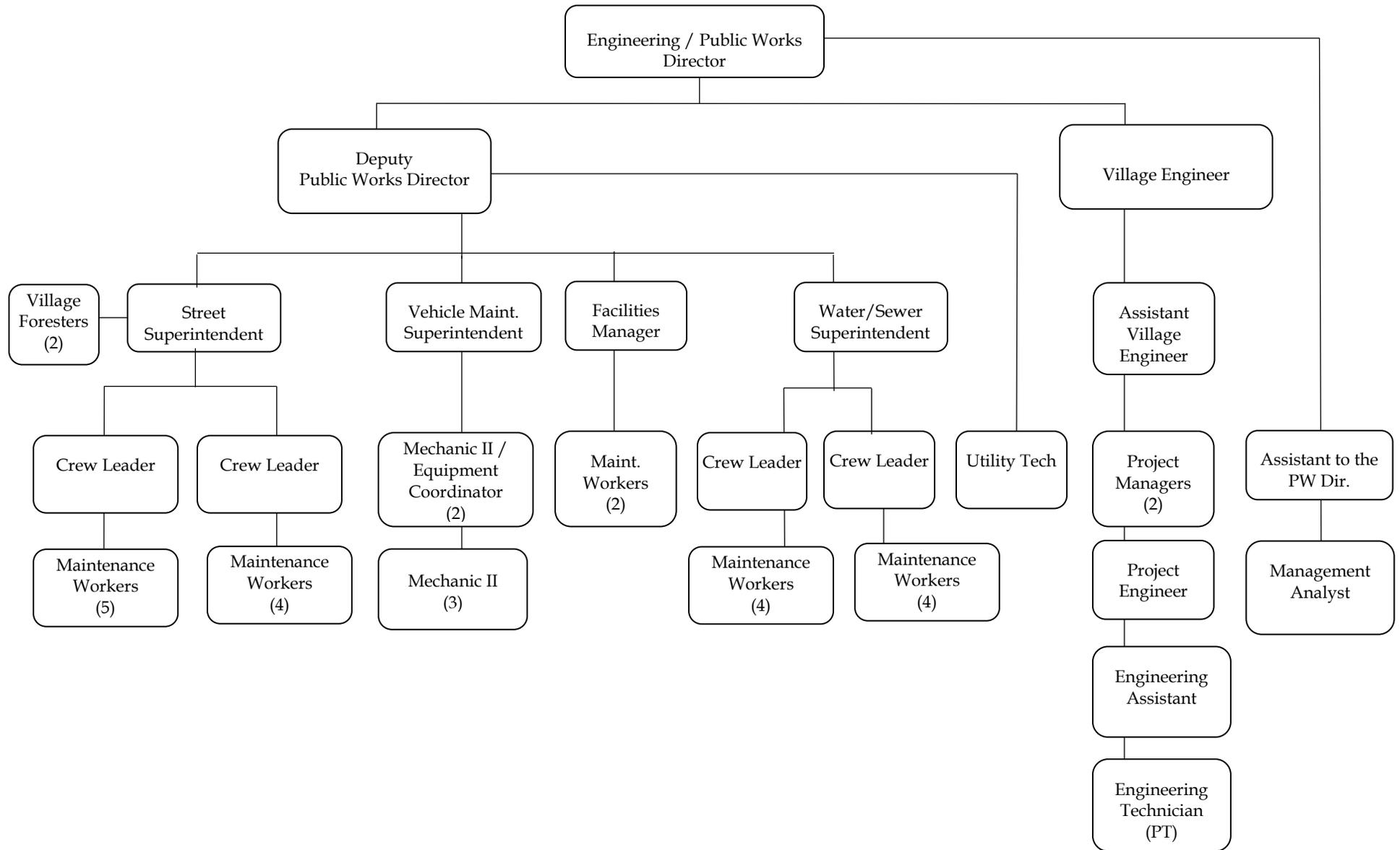
Forestry:

- Maintenance of public trees on parkways and Village property;
- Removal of diseased trees, storm damage cleanup, and planting and trimming trees; and
- Monitoring public and private trees for Dutch Elm disease, and Emerald Ash Borer infestations.

Street Lighting:

- Routine preventive maintenance and emergency repairs to the various street lighting systems in the Village; and
- Maintenance and repair of existing mercury vapor streetlights and luminaire streetlights totaling 2,856 poles from the multiple street lighting system and rental of approximately 154 streetlights from ComEd.

ENGINEERING & PUBLIC WORKS DEPARTMENT



ENGINEERING DIVISION

Objectives & Accomplishments

Looking Forward: 2020 Objectives

1. Design the road, alley and brick renovation programs and provide construction supervision in-house and bid the programs by February, 2020.
2. Complete a pavement condition survey of all brick streets in summer, 2020.
3. Complete a pavement condition survey of all Village parking lots in summer, 2020.
4. Complete construction of Phase IA of the West Side Neighborhood Storage project in summer, 2020.
5. Substantially complete construction of Phase I of the West Side Neighborhood Storage project at Community Playfields in fall, 2020.
6. Commence construction of the Central Avenue Reconstruction and Downtown Streetscape project in summer, 2020.
7. Commence Phase II engineering design on the Skokie/Lake Intersection Improvement project in fall, 2020.
8. Commence Phase II engineering design on the Skokie Valley Trail project in spring, 2020.
9. Continue to manage the RainReady cost-share program for green infrastructure on private property to facilitate 30 grants agreements.
10. Submit an STP grant application for federal funds to resurface Wilmette Avenue between Ridge and Green Bay Road.
11. Support the implementation of the Stormwater Utility Fee and oversee the credit and incentive programs associated with the fee.

Reviewing the Year: 2019 Accomplishments

1. Complete construction of the Locust Road Improvements Project.

The Locust Road project is anticipated to be complete Fall, 2019.

2. Complete Phase II (Final Engineering Design) of the Central Road Improvements Project to accomplish a late 2019 construction bid.

The design is complete and will be bid later this year, with construction anticipated to begin in Spring/Summer, 2020.

3. Complete Phase I (Preliminary Engineering) for the Lake Avenue/Skokie Boulevard Intersection Improvements Project.

Phase I began May 2019 and is anticipated to be completed in spring, 2020.

4. Complete preliminary engineering and design for the first phase of the Neighborhood Storage Project. C

Engineering is completed and Phase 1A construction is underway. Phase I will be bid later this year or in early 2020.

5. Complete the Master Bicycle and Active Transportation Plan

The Master Bicycle and Active Transportation Plan was deferred to first quarter, 2020.

6. Complete the Glenview Road Bridge North Sidewalk Replacement Project.

The Village Board has approved the bid and construction is anticipated to begin in Fall, 2019.

7. Promote Stormwater Best Management Practices (BMP's) for the purpose of improving water quality and reducing runoff. Implement BMP's in public projects where applicable and economically feasible.

BMPs were part of the Neighborhood Storage Project Phase 1A within the public Right-of-Way which will be constructed in late 2019 / early 2020.

8. Implement a cost-share program for green infrastructure on private property.

The RainReady Wilmette program was implemented in 2019 and 25 home assessments were completed and grant agreements executed for construction.

9. Complete year seven of the new pavement management program, PAVER. A minimum of 25% of the Village streets will be surveyed, pavement conditions updated and proposed Street Resurfacing Program will be generated.

Staff inspected 100% of the Village non-brick street inventory and moving forward, a full inventory survey is planned every three years. The current pavement condition rating is 57.

10. Bid the road, alley and brick renovation programs in January/February 2019.

The Road Program was bid in February and the Alley and brick renovation programs bid in March.

11. Pursue grant opportunities for the Neighborhood Storage Project as well as other public infrastructure initiatives.

A grant application was submitted for Invest in Cook for the Skokie Valley Trail along with pursuing MWRD green infrastructure grants.

12. Successfully complete the requirements in the MWRD's Inflow and Infiltration Control Program (IICP), including preparation of a short term and long term private sector and operation and maintenance programs.

The Long Term Operation and Maintenance Plan was reviewed by the Municipal Services Committee on July 8, 2019. The plan was submitted to the MWRD ahead of the July 10, 2019 deadline.

13. Complete a new 5-Year Sewer Facility Plan to prioritize Village-wide sewer lining rehabilitation and to allow the Village to continue to obtain low interest IEPA loans.

The facility plan was completed and the Village will be ready to continue its sewer lining program in 2020.

14. Continue Best Management Practices of cleaning and televising at least 7% of the Village's sewers (sanitary and storm) for the purposes of maximizing flow capacity and identifying structural defects.

This goal was completed.

Other 2019 Accomplishments

1. *Created an engineering permit packet to streamline the permit approval process and improve customer service.*
2. *Completed design of the 1255 Central Avenue parking lot for bidding in winter 2019/2020.*
3. *Participated in the annual Going Green Matters Event.*

Engineering Performance Measures

| | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> | | | | <u>2019 Yr-End</u> |
|---------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
| | | | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | |
| <u>Initial Plan Reviews:</u> | | | | | | | |
| Completed in 10 days | 95% | 96% | 94% | 96% | 99% | 99% | 97% |
| Number of reviews | | 669 | 114 | 227 | 212.0 | 123.0 | 676.0 |
| Number completed within 10 days | | 644 | 107 | 217 | 209.0 | 122.0 | 655.0 |

| | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> | | | | <u>2019 Yr-End</u> |
|---|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
| | | | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | |
| <u>Engineering Projects Resident Satisfaction Rating:</u> | | | | | | | |
| "5" is excellent rating | 4.0 | 4.6 | | | | | |
| Number of CIP projects | | 2.0* | n/a | n/a | n/a | 3.0 | 3.0 |
| Average resident satisfaction rating | | 4.6 | n/a | n/a | n/a | 4.7 | 4.7 |
| * The Brick Street Renovation project impacted four properties, one of which was under construction and was not surveyed. | | | | | | | |

| | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> | | | | <u>2019 Yr-End</u> |
|--|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
| | | | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | |
| <u>CIP Projects Completed On Time & Under Budget:</u> | | | | | | | |
| | 100% | 100% | | | | | |
| Number of CIP projects | | 3.0 | n/a | n/a | n/a | 3.0 | 3.0 |
| Number of CIP projects on-time | | 3.0 | n/a | n/a | n/a | 2.0 | 2.0* |
| Number of CIP projects under budget | | 3.0 | n/a | n/a | n/a | 3.0 | 3.0 |
| * Contractor performance impacted the Alley Program completion time. | | | | | | | |

CIP projects are typically completed in the third quarter, this performance measures are not available at this time.

ENGINEERING DIVISION

Activity Measures

| | 2016 | 2017 | 2018 | 2019 |
|--|--------|----------------|--------|--------------------|
| Grading Permits | 154 | 189 | 193 | 200 |
| Dumpster Permits | 281 | 299 | 245 | 202 |
| Right of Way Permits | 336 | 330 | 320 | 332 |
| Public Utility Permits ² | n/a | 90 | 69 | 71 |
| Inspections Made | 1,262 | 1,435 | 1,554 | 2,368 |
| Sidewalk Replacement (miles) | 1.24 | 1.18 | 0.94 | 3.01 |
| Curb and Gutter Replacement (miles) | 1.49 | 1.68 | 1.38 | 3.27 |
| Street Improvements (miles) | 1.06 | 1.18 | 1.81 | 1.36 |
| Storm Sewer Construction (feet) | 0 | 770 | 0 | 4,828 ⁴ |
| Sewer Pipe Repairs (feet) | 344 | 960 | 295 | 339 |
| Sewer Lining (feet) | 19,987 | 0 ³ | 21,912 | 31,214 |
| New Relief Sewer Installation (feet) | 0 | 0 | 0 | 0 |
| New Water Main Installation (feet) | 0 | 0 | 0 | 3,735 ⁴ |
| Traffic Counts | 151 | 177 | 84 | 70 |
| Traffic Inquiries (Ped, Bike, Traffic)
¹ | 24 | 35 | 22 | 28 |

¹New Category for 2016

²New Category for 2017

³2017 Sewer Lining was completed in 2018

⁴Increases associated with Locust Rd. reconstruction and Phase 1a

Village of Wilmette

FY 2020 Budget

Budget Summary

Fund: 11 - General Fund

Program: 20 - Engineering

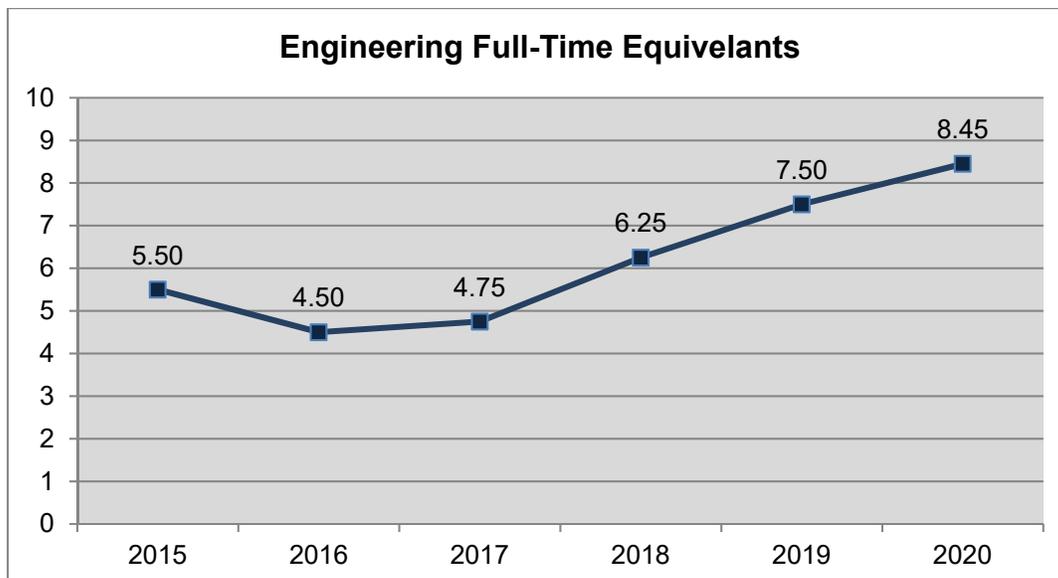
Dept.: 20 - Engineering

Type: 35 - Other Public Works

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|---|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | 398,817 | 541,804 | 614,745 | 690,610 | 680,610 | 737,275 |
| Contractual Services | 315,664 | 297,327 | 310,238 | 218,020 | 226,345 | 197,080 |
| Contractual Street, Curb
& Sidewalk Programs | 1,795,432 | 2,646,929 | 1,856,368 | 3,559,340 | 3,758,345 | 4,263,635 |
| Commodities | 3,689 | 4,451 | 4,743 | 4,600 | 4,600 | 5,650 |
| Other Expense | 13,534 | 10,451 | 15,180 | 15,540 | 13,550 | 11,320 |
| Capital Outlay | 50,543 | 2,100 | - | 12,155 | 12,155 | 150,000 |
| Program Total | 2,577,679 | 3,503,062 | 2,801,274 | 4,500,265 | 4,695,605 | 5,364,960 |

BUDGET ANALYSIS: The 2020 Budget reflects the Village's commitment to increase funding for the overall road program (additional funds are included in the Motor Fuel Tax Program 22-63) which includes funding for road resurfacing as well as for grant funded projects including Central Avenue Reconstruction, the Skokie Valley Trail and Skokie/Lake Intersection Improvements. Additional maintenance projects including alley maintenance (\$450,000), brick street maintenance (\$110,000), curb replacement (\$25,000), street patching (\$92,000), pavement marking (\$50,000), sidewalk replacement (\$70,000), traffic calming (\$25,000), and crack sealing (\$25,000) will be funded through the general fund.

PERSONNEL: The .95 FTE increase is a result of adding a new full-time engineer to oversee the stormwater utility fee and eliminating an intern position. While the FTE increase is reflected below the full personnel costs are attributed to the Sewer Fund (40-80).



Village of Wilmette
2020 Budget

Fund: 11 - General Fund
Program: 20 - Engineering
Dept.: 20 - Engineering
Type: 35 - Other Public Works

| Account Number | Description | Actual | | | Estimated | | Budget FY 2020 |
|-------------------------------------|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| | | FY 2016 | FY 2017 | FY 2018 | Budget FY 2019 | Actual FY 2019 | |
| 410100 | Regular Salaries | 299,088 | 409,607 | 457,408 | 515,800 | 515,800 | 548,525 |
| 410200 | Overtime Salaries | 18 | 18 | - | 500 | 500 | 500 |
| 415000 | Employee Benefits | 99,711 | 132,179 | 157,337 | 174,310 | 164,310 | 188,250 |
| Total Personnel | | 398,817 | 541,804 | 614,745 | 690,610 | 680,610 | 737,275 |
| 420010 | Memberships | 975 | 1,381 | 2,054 | 3,100 | 2,770 | 2,980 |
| 420020 | Professional Services | 195,512 | 176,315 | 60,912 | 42,500 | 30,000 | 40,000 |
| 20044 | Master Bike Plan | | | 52,540 | 20,000 | 28,075 | - |
| 420400 | Plan Review Services | 69,118 | 59,991 | 82,641 | 65,000 | 75,000 | 67,500 |
| 420410 | Non-Oper. Plan Review Services | 6,997 | 2,197 | 37,784 | 33,000 | 30,000 | 30,000 * |
| 422000 | Maintenance - Office Equipment | 1,305 | 325 | 555 | 1,000 | 500 | 1,000 |
| 422100 | Maintenance - Traffic Signals | 41,757 | 57,118 | 73,752 | 53,420 | 60,000 | 55,600 |
| Total Contractual Services | | 315,664 | 297,327 | 310,238 | 218,020 | 226,345 | 197,080 |
| 425000 | Sidewalk Replacement Program | 68,431 | 69,984 | 69,917 | 74,200 | 74,200 | 70,000 ** |
| 425100 | Curb Replacement | 38,137 | 39,809 | 41,917 | 43,400 | 43,400 | 25,000 ** |
| 425105 | Retaining Wall Repairs | - | 75,000 | 12,933 | - | - | - |
| 425200 | Alley Maintenance Program | 486,429 | 515,597 | 473,929 | 552,100 | 752,965 | 450,000 ** |
| 425205 | Street Patching | - | - | - | - | 200,000 | 92,000 ** |
| 425210 | Pavement Surface Rejuvenation | - | - | - | 16,900 | 16,900 | 19,000 ** |
| 425220 | Pavement Marking Program | 50,000 | 50,215 | 50,774 | 53,000 | 53,000 | 50,000 ** |
| 425230 | Brick Street Maintenance | 122,711 | 128,278 | 103,670 | 140,000 | 140,000 | 110,000 ** |
| 425235 | Brick Street Renovation | 355,913 | 285,934 | 337,573 | 627,200 | 428,045 | - ** |
| 425240 | Crack Sealing | 40,000 | 39,119 | 41,200 | 42,400 | 42,400 | 25,000 ** |
| 425245 | Traffic Calming Program | - | - | - | 30,000 | 30,000 | 25,000 ** |
| 425250 | Street Resurfacing | 303,334 | 861,142 | 479,900 | - | 88,270 | 1,720,000 ** |
| 80107 | Skokie/Hibbard Improvements | 150,599 | 573,138 | 11,298 | - | - | - *** |
| 80109 | Locust Road Reconstruction | 1,322 | 1,613 | 196,855 | 1,274,705 | 1,214,000 | 33,555 *** |
| 80111 | Central Avenue Reconstruction | 178,556 | 7,100 | 35,647 | 619,735 | 587,500 | 1,584,870 ** |
| 80113 | Skokie/ Lake Intersection Imp. | - | - | - | 83,400 | 85,365 | 56,910 |
| 428020 | Telephone Service - Cellular | - | - | 755 | 2,300 | 2,300 | 2,300 |
| Total Contr. Street Programs | | 1,795,432 | 2,646,929 | 1,856,368 | 3,559,340 | 3,758,345 | 4,263,635 |
| 430230 | Supplies - Office | 1,495 | 2,075 | 2,191 | 2,100 | 2,100 | 2,100 |
| 430250 | Supplies - Other than Office | 2,194 | 2,376 | 2,552 | 2,500 | 2,500 | 3,550 |
| Total Commodities | | 3,689 | 4,451 | 4,743 | 4,600 | 4,600 | 5,650 |
| 440500 | Automotive Expense | 9,120 | 9,310 | 9,810 | 9,790 | 9,850 | 5,620 |
| 441000 | Incidentals | 293 | 635 | 1,989 | 1,200 | 1,200 | 1,800 |
| 442000 | Training | 4,121 | 506 | 3,381 | 4,550 | 2,500 | 3,900 |
| Total Other Expenses | | 13,534 | 10,451 | 15,180 | 15,540 | 13,550 | 11,320 |
| 470350 | Infrastructure - Parking Lots | | | | | | |
| 80303 | 1199 Wilmette Avenue Lot | 50,543 | 2,100 | - | - | - | - |
| 470375 | Infrastructure - Other | | | | | | |
| 80404 | Skokie Valley Bike Trail | - | - | - | 12,155 | 12,155 | 150,000 |
| Total Capital Outlay | | 50,543 | 2,100 | - | 12,155 | 12,155 | 150,000 |
| Total Program | | 2,577,679 | 3,503,062 | 2,801,274 | 4,500,265 | 4,695,605 | 5,364,960 |

* Non-Operating expenditure

** Funded through Road Program Dedicated Revenues

PUBLIC WORKS

Objectives & Accomplishments

.....

Looking Forward: 2020 Objectives

1. Pursue ComEd incentive opportunity for LED conversion of High Intensity Discharge (H.I.D.) luminaries.
2. Further advance MUNIS work order modules for Street & Water/Sewer divisions, incorporate asset management strategies and operational efficiency.
3. Continue rehabilitation efforts of landscape beds and focal points along the Green Bay Road corridor and Linden Square.
4. Review and update Village's Emergency Management Plan as it pertains to Public Works operations; specifically, response to high wind storms, heavy rain/flooding and blizzard events. Conduct a comprehensive review of policy goals and desired outcomes, defined event(s), available resources, deployment of resources, mutual aid, and contractual assistance.
5. Continually improve asset management to maintain Village's infrastructure. Includes inventory, condition assessment, and strategies for short-term and long-term maintenance based on best management practices.
6. Increase the understanding, involvement, and advocacy of the Engineering and Public Works department through improved communications with the public, including outreach efforts. In line with these efforts, compile and submit 2020 Annual Report for Public Works operations.
7. Complete the Self-Assessment phase of the accreditation process with the American Public Works Association. Accreditation is the mark of professionalism that indicates that a Public Works agency has made the commitment to continuous improvements in the delivery of Public Works operations and services. The five phases are 1) Self-Assessment 2) Application 3) Improvement 4) Evaluation and 5) Accreditation.
8. Continue division cross-training and supervisory development, to support the long-term continuity of services.
9. Continue to work with the Administrative Services Department to further GIS implementation.
10. Continue with implementation and evaluation of alternative methods for providing snow and ice control (i.e. anti-icing and pre-wetting applications) to reduce overall chloride usage, aligning with Clean Water Act standards enforced through the Illinois Pollution

Control Board, and to protect the Chicago Area Waterway System - specifically the Lake Michigan and Calumet/Chicago River watersheds.

11. Perform thorough maintenance (i.e. preventative and restorative) and vacuum cleaning of green alley locations having concrete and permeable paver construction. Provide notification (2x per year) to neighboring residents on good housekeeping practices to maintain drainage integrity and stormwater benefits.
12. Continue to pursue grant opportunities to help fund perennial plant installations. These installations will provide beautification and improved drainage. Particular attention will go to the remaining six sites adjacent to the Edens Expressway, with a goal of restoring at least one site per year going forward.

Reviewing the Year: 2019 Accomplishments

1. Continue the accreditation process with the American Public Works Association. Accreditation is the mark of professionalism that indicates that a Public Works agency has made the commitment to continuous improvements in the delivery of Public Works operations and services. The five phases are 1) Self-Assessment 2) Application 3) Improvement 4) Evaluation and 5) Accreditation. During the self-assessment process, all of the department's policies and procedures will be reviewed and updated according to best practices.

By the end of the year, the Department will have completed 25% of the Self-Assessment Phase of Accreditation. During this process, multiple policies and procedures were documented and updated to align with the best management practices set by the American Public Works Association.

2. Continue division cross-training and supervisory development, to support the long-term continuity of services.

This project remains ongoing; further enhancements to the program for YR 2019 include:

- *Working committee (includes participation from supervisors and employees) continued bi-monthly meetings to further develop and enhance on-call cross training efforts.*
 - *On-call handbook, binder with recommended job procedures was updated and issued to all employees.*
 - *Began cross-training of staff to perform essential duties of on-call personnel.*
 - *All staff were cross-trained except for recent new hires. New hires helped with main breaks, in order to get accustomed with department processes and procedures.*
 - *Established clear goals of whole department cohesiveness and uniformness for cross-training program.*
3. Continue to work with the Administrative Services Department to further GIS implementation.

The following activities have been completed:

- *Located and captured location data on all water system valves.*
 - *Implemented digital Catch Basin, Inlet, and Sewer line cleaning records. Records were kept and tracked through GIS tablet applications.*
 - *GIS Intern program collected data for sewer structures including Manholes, Catch Basins, Inlets, and Water Service B-boxes.*
 - *Valves were captured by an outside contractor hired to exercise valves.*
 - *Working alongside Administrative Services, we deployed additional tablets for field data collection and reference, which allowed for faster GIS data gathering and accuracy confirmation.*
 - *Digitized landscape maintenance data.*
4. Continue with implementation and evaluation of alternative methods for providing snow and ice control (i.e. anti-icing and pre-wetting applications) to reduce overall chloride usage, aligning with Clean Water Act standards enforced through the Illinois Pollution Control Board, and to protect the Chicago Area Waterway System - specifically the Lake Michigan and Calumet/Chicago River watersheds.

Began to explore the option of creating a fifth snow/ice control route. This route would be serviced solely by salt brine spray methods rather than typical grainular salt methods. This new route would allow us to compare and contrast the various methods of snow/ice control, and to better understand the benefits and possible adverse affects of salt brine. Also, by end of the year, the salt brine equipment will have been installed, allowing the Village to be self-sufficient in maintaining its salt brine supply.

5. Perform thorough maintenance (i.e. preventative and restorative) and vacuum cleaning of green alley locations having concrete and permeable paver construction. Provide notification (2x per year) to neighboring residents on good housekeeping practices to maintain drainage integrity and stormwater benefits.

Maintenance and sweeping has been completed in all green alley locations, scope of work includes grout blasting and vacuuming. Likewise, Water & Sewer staff assisted in 2019 with equipment and staff as part of the cross-training efforts.

6. Conduct an assessment of Village-owned right-of-ways to identify areas that would benefit from perennial plant installations. Particular attention will be paid to public areas in need of beautification, areas with drainage problems that could be improved by the installation of rain gardens, and areas of turfgrass that are currently being mowed by Village contractors.

The Village installed perennial plants in and around the Linden CTA Station and surrounding the parking lot at Poplar & Wilmette to help beautify two key business hubs in the Village. Staff also installed a rain garden on the parkway at the corner of Sheridan & Michigan to address a localized flooding issue that was affecting the public sidewalk.

On a larger scale, the Village identified seven underutilized sites adjacent to the Edens Expressway (I-94) totaling approximately 5.5 acres. With the blessing of the Illinois Department

of Transportation and the assistance of consulting ecologists, staff plans to restore each of these sites to native prairie and pollinator gardens. With the assistance of a generous grant from The Rotary Club of Wilmette Harbor, funding was secured this year to construct the first prairie site at Lake Ave & Laramie Ave. The site was seeded with deep-rooted prairie plants that will help support pollinators and other wildlife, encourage stormwater infiltration, and enhance the aesthetics of the area.

Public Works Performance Measures

DIVISION: All Public Works

| | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> | | | | <u>2019 Yr-End</u> |
|--------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
| | | | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | |
| <u>Work Orders:</u> | | | | | | | |
| % Responded to within 24 hrs. | 95% | | - | - | - | - | - |
| Work Orders | | | 1,041 | 1,262 | 1,085 | 858 | 4,246 |
| # Responded to within 24 hours | | | - | - | - | - | - |

DIVISION: All Public Works, On-Call Respondents

| | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> | | | | <u>2019 Yr-End</u> |
|------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
| | | | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | |
| <u>Emergency Requests:</u> | | | | | | | |
| % Responded to within 1 hour | 95% | | 100% | 100% | 100% | 100% | 100% |
| Emergency service requests | | | 56 | 38 | 51 | 104 | 249 |
| Responded to within 1 hour | | | 56 | 38 | 51 | 104 | 249 |

DIVISION: Street

| | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> | | | | <u>2019 Yr-End</u> |
|---|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
| | | | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | |
| <u>Potholes:</u> | | | | | | | |
| % of pothole repairs completed within 24 hrs. | 95% | | 94% | 91% | 92% | 81% | 92% |
| Number of potholes | | | 139 | 94 | 37 | 16 | 286 |
| Repairs within 24 hours | | | 131 | 86 | 34 | 13 | 264 |

DIVISION: Street

| | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> | | | | <u>2019 Yr-End</u> |
|---|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
| | | | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | |
| <u>Snowplowing:</u> | | | | | | | |
| % of times that snow plowing cycles for all Village streets are completed within 10 hours | 95% | | 38% | - | - | 100% | 50% |
| Number of plowing cycles | | | 8 | 0 | 0 | 2 | 10 |
| Cycles completed in 10 hrs | | | 3 | 0 | 0 | 2 | 5 |

DIVISION: Street Lighting

| | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> | | | | <u>2019 Yr-End</u> |
|---|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
| | | | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | |
| <u>Street Lighting:</u> | | | | | | | |
| 95% percent of street light problems repaired within two weeks, weather permitting (non-accident related) | 95% | | 100% | 97% | 100% | 96% | 98% |
| Number of streetlight repairs | | | 51 | 30 | 21 | 73 | 175 |
| Repaired within two weeks | | | 51 | 29 | 21 | 70 | 171 |

DIVISION: Sewer/Water

| | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> | | | | <u>2019 Yr-End</u> |
|--|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
| | | | <u>Q1</u> | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> | |
| <u>Water Service Disruptions:</u> | | | | | | | |
| 95% percent of water service disruptions to residents during water main breaks lasting under 3 hours | 95% | | 88% | 100% | 85% | 75% | 85% |
| Water main repairs | | | 24 | 1 | 13 | 8 | 46 |
| Disruption less than 3 hours | | | 21 | 1 | 11 | 6 | 39 |

STREET DIVISION (PUBLIC WORKS)

Activity Measures

| | 2016 | 2017 | 2018 | 2019 |
|---|-------|-------|-------|--------|
| Street Salting Events | 11 | 12 | 21 | 22 |
| Street Plowing Events | 6 | 4 | 9 | 10 |
| Residential Sidewalk Plowing Events | 1 | 1 | 4 | 3 |
| Commuter Sidewalk Salting Events | 16 | 12 | 20 | 19 |
| Alley Plowing Events | 1 | 1 | 3 | 3 |
| Cubic Yards of Leaves Collected | 8,222 | 8,139 | 9,349 | 10,136 |
| Miles of Streets Swept ¹ | 1,635 | 981 | 1,668 | 2,184 |
| Miles of Alleys Swept | 50 | 94 | 24 | 84 |
| Frequency of Public Parking Lots Swept ² | 9 | 10 | 9 | 9 |
| Frequency of Cold Patch Repairs
(Complete Passes of Village) | 5 | 5 | 3 | 4 |
| Signs Replaced (i.e. faded) | 330 | 300 | 143 | 83 |
| Traffic Counters Deployed | 105 | 177 | 84 | 66 |
| Signs Eliminated ³ | 277 | ---- | 2 | 5 |

**Footnotes*

¹Sweeping activity lower than normal (YR 2017), attributed to paving improvement project at Public Works Facility; construction activity restricted access for sweeping debris storage, hauling and disposal operations.

²Also includes sweeping of the downtown and other business district areas (i.e. Linden Square and Ridge Road).

³New category in 2014, program temporarily suspended in 2017 due to staff changes, scheduled to resume in 2018.

Village of Wilmette

FY 2020 Budget

Budget Summary

Fund: 11 - General Fund

Program: 23 - Streets

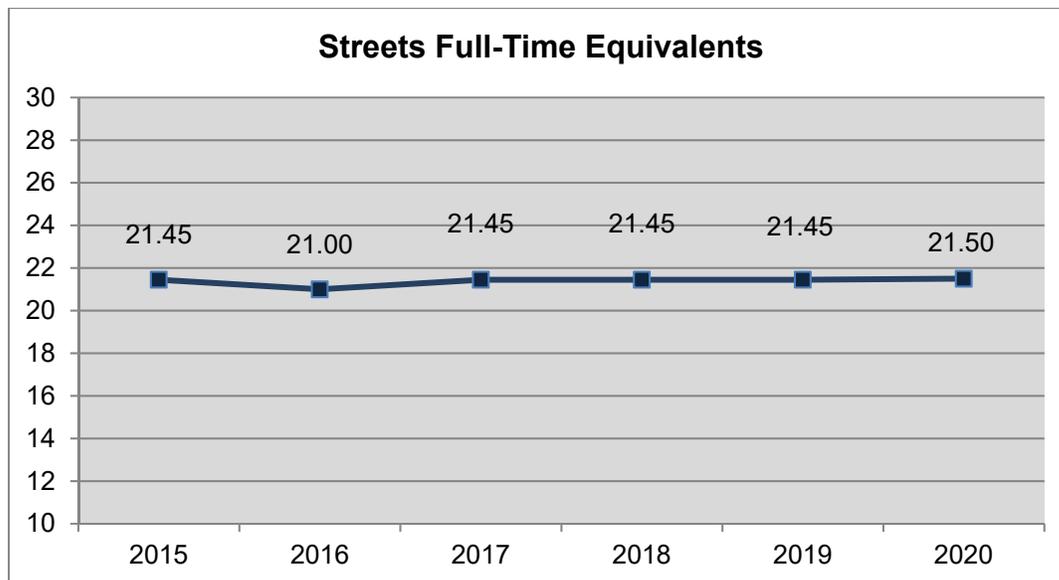
Dept.: 30 - Public Works

Type: 30 - Streets & Sanitation

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | 1,366,642 | 1,367,658 | 1,500,414 | 1,544,560 | 1,526,360 | 1,602,210 |
| Contractual Services | 241,332 | 225,105 | 185,216 | 199,995 | 213,360 | 199,550 |
| Commodities | 211,695 | 126,393 | 191,074 | 169,235 | 235,175 | 208,165 |
| Other Expense | 623,173 | 711,691 | 708,346 | 716,220 | 716,365 | 625,405 |
| Capital Outlay | 55,976 | 8,490 | 108,519 | 20,750 | 27,855 | 12,500 |
| Program Total | 2,498,818 | 2,439,337 | 2,693,569 | 2,650,760 | 2,719,115 | 2,647,830 |

BUDGET ANALYSIS: The increase in commodities cost is due to higher salt costs while the decrease in other expenses is due to the re-allocation of the internal service automotive expense (corresponding increases seen elsewhere; more detail can be found in 11-27).

PERSONNEL: There is no change in personnel in 2020.



Village of Wilmette
2020 Budget

Fund: 11 - General Fund
Program: 23 - Streets
Dept.: 30 - Public Works
Type: 30 - Streets & Sanitation

| Account Number | Description | | | | | Estimated | |
|-----------------------------------|--|------------------|------------------|------------------|------------------|------------------|------------------|
| | | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Actual FY 2019 | Budget FY 2020 |
| 410100 | Regular Salaries | 942,677 | 966,452 | 1,041,206 | 1,077,600 | 1,065,600 | 1,094,525 |
| 410200 | Overtime Salaries | 75,392 | 58,027 | 87,374 | 91,800 | 90,600 | 93,875 |
| 415000 | Employee Benefits | 348,573 | 343,179 | 371,834 | 375,160 | 370,160 | 413,810 |
| Total Personnel | | 1,366,642 | 1,367,658 | 1,500,414 | 1,544,560 | 1,526,360 | 1,602,210 |
| 420010 | Memberships | 1,680 | 1,700 | 2,414 | 2,375 | 2,505 | 2,990 |
| 420020 | Professional Services | - | 1,980 | - | - | - | - |
| 20015 | GPS Fleet Management | 8,060 | - | 6,280 | 10,900 | 10,900 | 5,100 |
| 420040 | Lease / Purchase Copier | 4,428 | 5,457 | 5,954 | 5,000 | 5,000 | 5,000 |
| 421000 | Contractual Services | 31,860 | 34,604 | 47,344 | 39,600 | 55,760 | 40,150 |
| 421200 | Contractual Snow Removal | 41,245 | 23,086 | 74,894 | 79,970 | 81,150 | 79,970 |
| 423200 | J.U.L.I.E. Expense | 6,405 | 6,739 | 11,708 | 8,450 | 8,450 | 8,740 |
| 423300 | Landscaping & Maintenance of
Public Right-of-Ways | 32,374 | 33,524 | 31,163 | 34,000 | 34,800 | 37,900 |
| 426000 | Accreditation Expense | - | - | - | 5,500 | 0 | 5,500 |
| 427400 | Lease Leaf Packers | 8,400 | 12,500 | 4,800 | 10,000 | 10,000 | 10,000 |
| 427450 | Leaf Disposal | 106,880 | 105,515 | - | - | 595 | - |
| 428020 | Telephone Service - Cellular | - | - | 659 | 4,200 | 4,200 | 4,200 |
| Total Contractual Services | | 241,332 | 225,105 | 185,216 | 199,995 | 213,360 | 199,550 |
| 430050 | Uniform Expense | 6,499 | 6,752 | 6,850 | 6,800 | 6,800 | 9,230 |
| 430130 | Supplies - Misc. Tools & Equip. | 1,346 | 3,232 | 5,762 | 3,125 | 3,125 | 3,125 |
| 430230 | Supplies - Office | 2,385 | 2,883 | 2,897 | 3,000 | 2,900 | 3,000 |
| 430250 | Supplies - Other than Office | 1,604 | 756 | 546 | 1,000 | 1,750 | 1,000 |
| 430410 | Materials - Traffic Signs | 13,415 | 22,570 | 15,288 | 16,400 | 16,000 | 16,400 |
| 430420 | Materials - Salt | 148,021 | 56,767 | 107,288 | 98,910 | 154,600 | 133,160 |
| 430430 | Materials - Street / Landscaping | 33,425 | 28,433 | 52,443 | 40,000 | 50,000 | 42,250 |
| 430432 | Materials - Leaf Pans | 5,000 | 5,000 | - | - | - | - |
| Total Commodities | | 211,695 | 126,393 | 191,074 | 169,235 | 235,175 | 208,165 |
| 440500 | Automotive Expense | 501,734 | 559,779 | 547,093 | 545,360 | 548,605 | 454,445 |
| 441000 | Incidentals | 1,178 | 824 | 897 | 1,200 | 1,400 | 1,300 |
| 442000 | Training | 4,761 | 4,588 | 6,606 | 8,300 | 5,000 | 8,300 |
| 447050 | NIPSTA Contribution | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| 448024 | CERF Transfer | 114,000 | 145,000 | 152,250 | 159,860 | 159,860 | 159,860 |
| Total Other Expenses | | 623,173 | 711,691 | 708,346 | 716,220 | 716,365 | 625,405 |
| 490450- | Other Equipment - Public Works: | | | | | | |
| 70105 | Snowplows | 12,138 | 8,490 | 10,162 | 12,500 | 12,500 | 12,500 |
| 70156 | Sign Lettering System | 18,046 | - | - | - | - | - |
| 70157 | Anti-Icing Equipment | 25,792 | - | 22,475 | 8,250 | 8,885 | - |
| 70159 | Salt Brine Machine | - | - | 75,882 | - | 6,470 | - |
| Total Capital Outlay | | 55,976 | 8,490 | 108,519 | 20,750 | 27,855 | 12,500 |
| Total Program | | 2,498,818 | 2,439,337 | 2,693,569 | 2,650,760 | 2,719,115 | 2,647,830 |

REFUSE & RECYCLING DIVISION (PUBLIC WORKS)

*The Deputy Director of Public Works and the Assistant to the Director of Engineering & Public Works manage this program.

Activity Measures

| | 2016 | 2017 | 2018 | 2019 |
|---|--------------------|--------|--------|--------------------|
| Refuse Collected (tons) | 8,532 ² | 8,017 | 8,705 | 8,374 |
| Recycled Material Collected (tons) | 4,107 | 4,133 | 3,905 | 3,826 |
| Percentage of Solid Waste Recycled ¹ | 32.50% | 34.02% | 30.97% | 31.36% |
| Yard Waste Material (tons) | 777 | 730 | 498 | 662 ³ |
| Electronics Recycling (tons) | - | - | - | 46.07 ⁴ |
| Recycled Scrap Metal (pounds) | 52,440 | 62,260 | 55,000 | 30,380 |

**Footnotes*

¹For comparison purposes, SWANCC member communities had an average diversion rate of 24.17% in FY2019 (May - April).

²Does not include 181 tons of flood debris collected after storm event on July 23, 2016 (5.76 inches of rain)

³First year of curbside composting program, volume reported with yard waste material.

⁴First year of electronics recycling, roll-off dumpster located at Public Works Facility.

Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 11 - General Fund
Program: 24 - Refuse Collection & Recycling
Dept.: 30 - Public Works
Type: 30 - Streets & Sanitation

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | - | - | - | - | - | - |
| Contractual Services | 2,381,686 | 2,316,300 | 2,382,861 | 2,380,840 | 2,373,835 | 2,385,870 |
| Commodities | 960 | 960 | 960 | 2,550 | 2,020 | 2,550 |
| Other Expense | - | - | - | 600 | 1,720 | 600 |
| Capital Outlay | - | - | - | - | - | - |
| Program Total | 2,382,646 | 2,317,260 | 2,383,821 | 2,383,990 | 2,377,575 | 2,389,020 |

BUDGET ANALYSIS: The Village negotiated a contract extension with Advanced Disposal for residential refuse and recycling collection through the end of 2023. The previous contract provided for increases tied to the CPI with a maximum of 2.5%. The revised contract has 0% increases in four out of five years (2.5% increase in 2021).

PERSONNEL: The Assistant Public Works Director and the Assistant to the Public Works Director manage the day-to-day refuse, recycling, and yard waste collection programs. The FTE count is reflected in the Streets (11-23) account.

**Village of Wilmette
2020 Budget**

Fund: 11 - General Fund
Program: 24 - Refuse Collection & Recycling
Dept.: 30 - Public Works
Type: 30 - Streets & Sanitation

| Account Number | Description | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|-----------------------------------|--------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Total Personnel | | - | - | - | - | - | - |
| 427000 | Refuse Collection | 997,275 | 986,170 | 1,005,113 | 1,008,180 | 1,008,160 | 1,006,620 |
| 427100 | Recycling Collection | 761,904 | 761,904 | 803,749 | 778,865 | 777,520 | 777,460 |
| 427200 | Landfill Tipping Fees | 415,985 | 361,704 | 389,289 | 382,665 | 377,055 | 390,685 |
| 427300 | Yard Waste Collection | 206,522 | 206,522 | 184,710 | 211,130 | 211,100 | 211,105 |
| 427350 | Yard Waste Disposal | - | - | - | - | - | - |
| 427455 | Prescription Drug Disposal | - | - | - | - | - | - |
| Total Contractual Services | | 2,381,686 | 2,316,300 | 2,382,861 | 2,380,840 | 2,373,835 | 2,385,870 |
| 430310 | Supplies - Yard Waste Stickers | 960 | 960 | 960 | 2,550 | 2,020 | 2,550 |
| Total Commodities | | 960 | 960 | 960 | 2,550 | 2,020 | 2,550 |
| 443041 | Promotional & Educational Exp. | - | - | - | 600 | 1,720 | 600 |
| Total Other Expenses | | - | - | - | 600 | 1,720 | 600 |
| Total Capital Outlay | | - | - | - | - | - | - |
| Total Program | | 2,382,646 | 2,317,260 | 2,383,821 | 2,383,990 | 2,377,575 | 2,389,020 |

FORESTRY DIVISION* (PUBLIC WORKS)

*A portion of the personnel listed in the street program (11-23) is also allocated to this program.

Activity Measures

| | 2016 | 2017 | 2018 | 2019 |
|------------------------------------|-------|-----------------|-------|-------|
| Tree Pruning, Contractual | 2,245 | 2,262 | 1,755 | 1,793 |
| Tree Pruning, In House | 1,041 | 641 | 1,245 | 734 |
| Tree Removals (Total), Contractual | 134 | 195 | 199 | 178 |
| Tree Removals (Total), In House | 51 | 43 ¹ | 66 | 86 |
| Trees Planted (Public) | 312 | 322 | 265 | 262 |
| Dutch Elm Disease Losses (Private) | 52 | 25 | 44 | 51 |
| Dutch Elm Disease Losses (Public) | 28 | 25 | 21 | 18 |
| Emerald Ash Borer Losses (Private) | 15 | 20 | 21 | 18 |
| Emerald Ash Borer Losses (Public) | 25 | 23 | 39 | 22 |

**Footnotes*

¹Of the 43 trees, 34 were removed by the contractor due to the paving improvement project at the Public Works Facility; construction activity restricted access for wood debris storage, processing and disposal.

Village of Wilmette

FY 2020 Budget

Budget Summary

Fund: 11 - General Fund

Program: 30 - Forestry

Dept.: 30 - Public Works

Type: 30 - Streets & Sanitation

| Expenditure Category | Actual | Actual | Actual | Budget | Estimated | Budget |
|----------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2019 | FY 2020 |
| Personnel Services | 399,203 | 391,052 | 394,912 | 406,720 | 399,720 | 419,525 |
| Contractual Services | 394,308 | 400,186 | 288,761 | 289,800 | 276,400 | 305,080 |
| Commodities | 3,223 | 5,173 | 3,245 | 3,450 | 3,400 | 3,635 |
| Other Expense | 26,872 | 29,313 | 32,340 | 32,720 | 32,890 | 43,540 |
| Capital Outlay | - | - | - | - | 1,000 | 2,100 |
| Program Total | 823,606 | 825,724 | 719,258 | 732,690 | 713,410 | 773,880 |

BUDGET ANALYSIS: The increase in contractual services is due to higher rates for tree pruning which maintains the same level of service (seven-year pruning cycle of approximately 1,800 trees annually). The increase in other expense is due to a re-allocation of the internal automotive expense (corresponding decreases elsewhere).

PERSONNEL: A portion of the personnel listed in the street program (11-23) is also allocated to this program.

**Village of Wilmette
2020 Budget**

Fund: 11 - General Fund
Program: 30 - Forestry
Dept.: 30 - Public Works
Type: 30 - Streets & Sanitation

| Account Number | Description | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated | |
|-----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| | | | | | | Actual FY 2019 | Budget FY 2020 |
| 410100 | Regular Salaries | 275,701 | 268,165 | 273,777 | 281,350 | 281,350 | 290,975 |
| 410200 | Overtime Salaries | 5,167 | 10,692 | 5,061 | 8,800 | 6,800 | 9,000 |
| 415000 | Employee Benefits | 118,335 | 112,195 | 116,074 | 116,570 | 111,570 | 119,550 |
| Total Personnel | | 399,203 | 391,052 | 394,912 | 406,720 | 399,720 | 419,525 |
| 421000 | Contractual Services | 241 | 4,025 | 3,399 | 2,000 | 1,800 | 2,000 |
| 424000 | Tree Planting Program | 60,855 | 57,513 | 62,476 | 55,375 | 55,000 | 49,875 |
| 424100 | Tree Pruning & Removal | 303,632 | 304,729 | 195,140 | 210,825 | 199,000 | 231,605 |
| 20210 | EAB Tree removals & Pkwy. Restoration | 29,580 | 33,919 | 26,295 | 21,000 | 20,000 | 21,000 |
| 428020 | Tellephone Service | - | - | 1,451 | 600 | 600 | 600 |
| Total Contractual Services | | 394,308 | 400,186 | 288,761 | 289,800 | 276,400 | 305,080 |
| 430050 | Uniform Expense | 1,234 | 1,229 | 1,104 | 1,250 | 1,250 | 1,435 |
| 430400 | Materials | 1,989 | 3,944 | 2,141 | 2,200 | 2,150 | 2,200 |
| | Materials - Storm Emergency | | | | | | |
| Total Commodities | | 3,223 | 5,173 | 3,245 | 3,450 | 3,400 | 3,635 |
| 440500 | Automotive Expense | 25,590 | 28,630 | 30,140 | 30,070 | 30,240 | 42,140 |
| 442000 | Training | 1,282 | 683 | 2,200 | 2,650 | 2,650 | 1,400 |
| Total Other Expenses | | 26,872 | 29,313 | 32,340 | 32,720 | 32,890 | 43,540 |
| 490450- | Other Equipment - Public Works: | | | | | | |
| 70120 | Replacement Chain Saws | - | - | - | - | 1,000 | 2,100 |
| Total Capital Outlay | | - | - | - | - | 1,000 | 2,100 |
| Total Program | | 823,606 | 825,724 | 719,258 | 732,690 | 713,410 | 773,880 |

STREET LIGHTING DIVISION (PUBLIC WORKS)

*A portion of the personnel listed in the street program (11-23) is also allocated to this program.

Activity Measures

| | 2016 | 2017 | 2018 | 2019 |
|---|------|------|------|------|
| Light Bulb Replacement | 533 | 477 | 437 | 529 |
| Luminaire Replacement | 11 | 22 | 18 | 36 |
| Light Pole Knockdown | 7 | 4 | 8 | 6 |
| Rebuild Luminaires | 13 | 29 | 23 | 19 |
| Light Pole Replacement | 11 | 4 | 10 | 23 |
| Painting – Decorative Green Light Poles | 20 | 312 | 146 | 143 |
| Cable Repairs | 21 | 15 | 16 | 21 |
| Control Cabinet Upgrade / Replacement | 6 | 1 | 2 | 2 |

**Footnotes*

¹Starting in 2016, this maintenance program was eliminated due to the integration and use of CFL bulbs which does not require luminaire re-lamping. In 2020, staff will be pursuing grant opportunities for transition from high intensity discharge (HID) to LED bulbs.

Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 11 - General Fund
Program: 33 - Street Lighting
Dept.: 30 - Public Works
Type: 30 - Streets & Sanitation

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | 164,042 | 157,439 | 161,224 | 170,175 | 166,750 | 180,250 |
| Contractual Services | 15,546 | 67,704 | 36,116 | 43,405 | 40,700 | 47,255 |
| Commodities | 150,281 | 134,543 | 168,048 | 173,885 | 173,600 | 172,020 |
| Other Expense | 17,268 | 21,011 | 21,935 | 22,050 | 22,100 | 17,230 |
| Capital Outlay | - | - | - | - | - | - |
| Program Total | 347,137 | 380,697 | 387,323 | 409,515 | 403,150 | 416,755 |

BUDGET ANALYSIS: The increase in the contractual cost is for the beginning of a lead abatement project on the decorative green light poles (16 per year).

PERSONNEL: A portion of the personnel listed in the streets program (11-23) is also allocated to this program.

**Village of Wilmette
2020 Budget**

Fund: 11 - General Fund
Program: 33 - Street Lighting
Dept.: 30 - Public Works
Type: 30 - Streets & Sanitation

| Account Number | Description | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated | |
|-----------------------------------|---|----------------|----------------|----------------|----------------|----------------|----------------|
| | | | | | | Actual FY 2019 | Budget FY 2020 |
| 410100 | Regular Salaries | 118,605 | 112,565 | 114,130 | 121,200 | 121,200 | 126,725 |
| 410200 | Overtime Salaries | 1,848 | 2,288 | 3,973 | 6,425 | 3,000 | 6,575 |
| 415000 | Employee Benefits | 43,589 | 42,586 | 43,121 | 42,550 | 42,550 | 46,950 |
| Total Personnel | | 164,042 | 157,439 | 161,224 | 170,175 | 166,750 | 180,250 |
| 421000 | Contractual Services | 2,360 | 1,938 | 3,124 | 5,300 | 3,500 | 5,300 |
| 422200 | Maintenance and Disposal
of Bulbs and Ballasts | 544 | - | 626 | 1,000 | 650 | 1,000 |
| 422210 | Street Light Pole Painting | 12,642 | 65,766 | 32,366 | 37,105 | 36,550 | 40,955 |
| Total Contractual Services | | 15,546 | 67,704 | 36,116 | 43,405 | 40,700 | 47,255 |
| 430050 | Uniform Expense | 598 | 558 | 532 | 600 | 600 | 600 |
| 430075 | Supplies | 19,464 | 15,869 | 20,704 | 23,700 | 23,500 | 24,400 |
| 430124 | Supplies - Light Poles & Parts | 24,169 | 19,133 | 54,264 | 54,585 | 54,500 | 52,020 |
| 430500 | Leased Lighting Power | 22,407 | 23,264 | 22,973 | 22,000 | 22,000 | 22,000 |
| 430510 | Street Lighting Power | 83,643 | 75,719 | 69,575 | 73,000 | 73,000 | 73,000 |
| Total Commodities | | 150,281 | 134,543 | 168,048 | 173,885 | 173,600 | 172,020 |
| 440500 | Automotive Expense | 17,060 | 20,620 | 21,730 | 21,680 | 21,800 | 16,860 |
| 442000 | Training | 208 | 391 | 205 | 370 | 300 | 370 |
| Total Other Expenses | | 17,268 | 21,011 | 21,935 | 22,050 | 22,100 | 17,230 |
| Total Capital Outlay | | - | - | - | - | - | - |
| Total Program | | 347,137 | 380,697 | 387,323 | 409,515 | 403,150 | 416,755 |

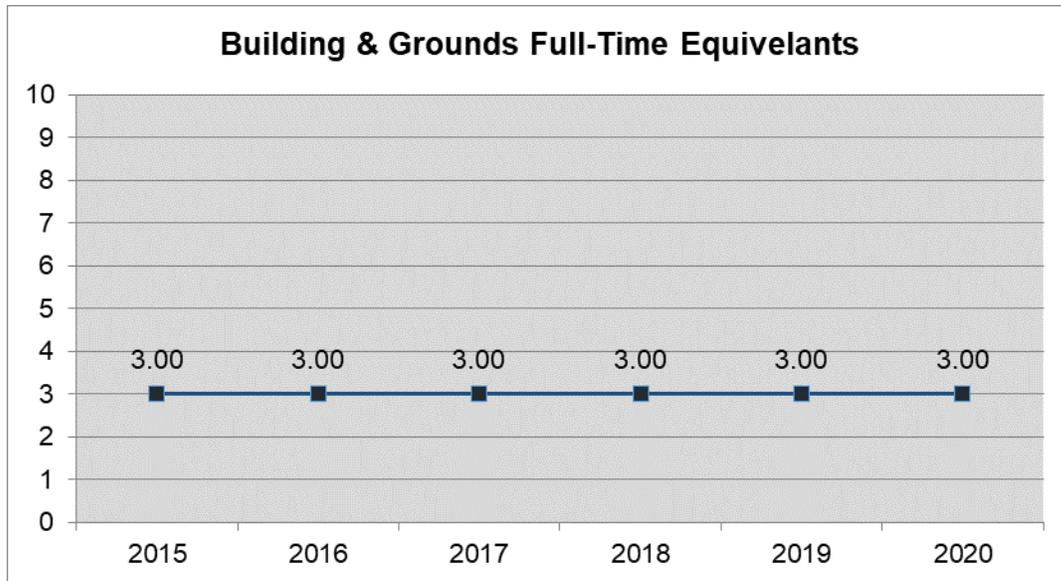
Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 11 - General Fund
Program: 34 - Buildings & Grounds
Dept.: 20 - Engineering
Type: 35 - Other Public Works

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | 281,029 | 339,892 | 317,706 | 296,415 | 288,065 | 321,755 |
| Contractual Services | 218,030 | 212,497 | 217,456 | 218,540 | 205,495 | 200,000 |
| Commodities | 152,097 | 110,342 | 144,415 | 134,600 | 146,910 | 136,850 |
| Other Expense | 8,439 | 9,472 | 11,500 | 12,190 | 11,550 | 14,350 |
| Capital Outlay | - | - | - | - | - | - |
| Program Total | 659,595 | 672,203 | 691,077 | 661,745 | 652,020 | 672,955 |

BUDGET ANALYSIS: The reduction in contractual services costs is due to re-bidding the custodial services contract.

PERSONNEL:



**Village of Wilmette
2020 Budget**

Fund: 11 - General Fund
Program: 34 - Buildings & Grounds
Dept.: 20 - Engineering
Type: 35 - Other Public Works

| Account Number | Description | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated | |
|-----------------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| | | | | | | Actual FY 2019 | Budget FY 2020 |
| 410100 | Regular Salaries | 193,413 | 238,576 | 223,683 | 204,675 | 188,675 | 205,600 |
| 410200 | Overtime Salaries | 10,125 | 11,430 | 9,910 | 10,350 | 12,000 | 10,575 |
| 415000 | Employee Benefits | 77,491 | 89,886 | 84,113 | 81,390 | 87,390 | 105,580 |
| Total Personnel | | 281,029 | 339,892 | 317,706 | 296,415 | 288,065 | 321,755 |
| 420010 | Memberships | 301 | - | 441 | 500 | 450 | 500 |
| 421000 | Contractual Services | 90,335 | 89,738 | 89,066 | 91,040 | 90,000 | 91,000 |
| 421125 | Contractual Custodial Services | 70,994 | 72,446 | 72,446 | 74,000 | 62,045 | 55,500 |
| 423000 | Heating & A/C System Repairs | 56,400 | 50,313 | 55,503 | 53,000 | 53,000 | 53,000 |
| Total Contractual Services | | 218,030 | 212,497 | 217,456 | 218,540 | 205,495 | 200,000 |
| 430050 | Uniform Expense | 1,125 | 962 | 1,572 | 1,100 | 1,300 | 1,100 |
| 430140 | Supplies - Building | 55,229 | 50,912 | 52,098 | 45,000 | 52,000 | 47,250 |
| 430180 | Supplies - Grounds | 3,087 | 2,160 | 1,913 | 2,500 | 3,110 | 2,500 |
| 430270 | Supplies - Printing | 5,175 | 5,397 | 4,655 | 6,000 | 5,500 | 6,000 |
| 430350 | Building Repairs & Furniture | 61,540 | 32,604 | 54,248 | 55,000 | 60,000 | 55,000 |
| 430550 | Heating - Electric (Police) | - | - | - | - | - | - |
| 430560 | Heating Gas | 25,941 | 18,307 | 29,929 | 25,000 | 25,000 | 25,000 |
| Total Commodities | | 152,097 | 110,342 | 144,415 | 134,600 | 146,910 | 136,850 |
| 440500 | Automotive Expense | 7,920 | 9,310 | 11,240 | 11,190 | 11,250 | 13,350 |
| 441000 | Incidentals | 519 | 162 | - | - | - | - |
| 442000 | Training | - | - | 260 | 1,000 | 300 | 1,000 |
| Total Other Expenses | | 8,439 | 9,472 | 11,500 | 12,190 | 11,550 | 14,350 |
| 460600- | Building Improvements - Village Hall: | | | | | | |
| 60111 | Village Hall Entrance Doors | - | - | - | - | - | - |
| 460950- | Building Improvements - Other: | | | | | | |
| 60100 | Roof Repairs-Police | - | - | - | - | - | - |
| Total Capital Outlay | | - | - | - | - | - | - |
| Total Program | | 659,595 | 672,203 | 691,077 | 661,745 | 652,020 | 672,955 |

BOARD OF FIRE AND POLICE COMMISSIONERS

Objectives & Accomplishments

Looking Forward: 2020 Objectives

1. Successfully complete a Police Officer recruitment process.
2. Successfully complete a Firefighter recruitment process.
3. Screen candidates and select the most qualified individual for the position when entry and promotional level vacancies occur in either the Police or Fire Department.

Reviewing the Year: 2019 Accomplishments

1. Successfully complete a Police Officer recruitment process.

A Police Officer recruitment list was established in September consisting of 44 candidates.

2. Successfully complete a Police Sergeant promotional process.

A Police Sergeant promotional process was completed in June. Eight candidates completed the process of which four were placed on the promotional list.

3. Successfully complete a Fire Lieutenant promotional process

A Fire Lieutenant process was completed in August. Eleven candidates completed the process of which nine were placed on the promotional list.

4. Screen candidates and select the most qualified individual for the position when entry and promotional level vacancies occur in either the Police or Fire Department.

Two firefighter vacancies were filled while two police officer vacancies are expected to be filled by year-end.

Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 11 - General Fund
Program: 40 - Fire & Police Commission
Dept.: 10 - Administration
Type: 20 - Public Safety

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | 61,201 | 65,455 | 68,882 | 71,090 | 71,090 | 74,880 |
| Contractual Services | 14,459 | 48,409 | 15,794 | 36,000 | 36,000 | 16,000 |
| Commodities | - | - | - | - | - | - |
| Other Expense | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Program Total | 75,660 | 113,864 | 84,676 | 107,090 | 107,090 | 90,880 |

PROGRAM DESCRIPTION: Under State statute, the Board of Fire and Police Commissioners is responsible for recruiting and appointing sworn Firefighter/Paramedics and Police Officers. It also establishes the promotional lists for the sworn Fire and Police Department personnel and conducts hearings concerning disciplinary matters falling within its jurisdiction.

BUDGET ANALYSIS: The Board will create two eligibility lists in 2020 (Police Officers and Firefighters). The reduction in the cost is due to the completion of two promotional lists (Police Sergeant and Fire Lieutenant) which are in place for two-years.

PERSONNEL: A portion of the personnel listed in the administration program (11-04) is also allocated to this program.

**Village of Wilmette
2019 Budget**

Fund: 11 - General Fund
Program: 40 - Fire & Police Commission
Dept.: 10 - Administration
Type: 20 - Public Safety

| Account Number | Description | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|-----------------------------------|---------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| 410100 | Regular Salaries | 45,198 | 50,325 | 52,900 | 54,800 | 54,800 | 56,900 |
| 410200 | Overtime Salaries | - | - | - | - | - | - |
| 415000 | Employee Benefits | 16,003 | 15,130 | 15,982 | 16,290 | 16,290 | 17,980 |
| Total Personnel | | 61,201 | 65,455 | 68,882 | 71,090 | 71,090 | 74,880 |
| 420020 | Professional Services | 14,459 | 48,409 | 15,794 | 36,000 | 36,000 | 16,000 |
| Total Contractual Services | | 14,459 | 48,409 | 15,794 | 36,000 | 36,000 | 16,000 |
| Total Commodities | | - | - | - | - | - | - |
| 443025 | Classified Advertisements | - | - | - | - | - | - |
| Total Other Expenses | | - | - | - | - | - | - |
| Total Capital Outlay | | - | - | - | - | - | - |
| Total Program | | 75,660 | 113,864 | 84,676 | 107,090 | 107,090 | 90,880 |

POLICE DEPARTMENT

MISSION STATEMENT

We, the members of the Wilmette Police Department, are dedicated to providing impartial law enforcement, community-oriented services and police protection in our Village, while maintaining the highest ethical and professional standards.

~~~~~VALUES~~~~~

We believe that law enforcement has its foundation in values. To fulfill our mission we are committed to:

Acknowledging our responsibility and accountability to the citizens of Wilmette, our source of authority;

Performing our duties within the spirit and the letter of our laws and the Constitution;

Remaining sensitive to human needs and treating each person with respect, compassion and dignity;

Approaching each situation as unique and responding creatively with empathy and prudent use of discretion;

Promoting mutual trust between the Department and the citizens and institutions of Wilmette;

Enhancing safety and a feeling of security for our residents; and

Fostering a quality work environment that encourages open communication and affords trust, respect and support for each member.

~~~~~PROGRAMS~~~~~

Police Operations:

- Uniformed patrol
- Criminal investigations
- Traffic law enforcement
- Motor vehicle traffic crash investigation
- Parking enforcement
- Court prosecution of criminal offenders
- Juvenile programs
- Community relations activities
- Crime prevention programs
- School child safety program

In 2019, the Police Department is projected to respond to 19,830 calls for service including 650 traffic accidents. Personnel are projected to issued 1,810 moving violations and 6,950 parking violations.

~~~~~PROGRAMS CONTINUED~~~~~

*Police Services:*

Records management, property and evidence storage, prisoner care, budgeting, purchasing, and police social services.

- Computerized and manual record keeping
- Purchase of allocated equipment and contractual services
- Coordination of CIP
- Maintenance of department-owned and recovered property

*Public Safety Communications:*

Police and fire communications are staffed 24 hours-a-day to receive emergency and non-emergency police, fire and emergency medical service calls for service;

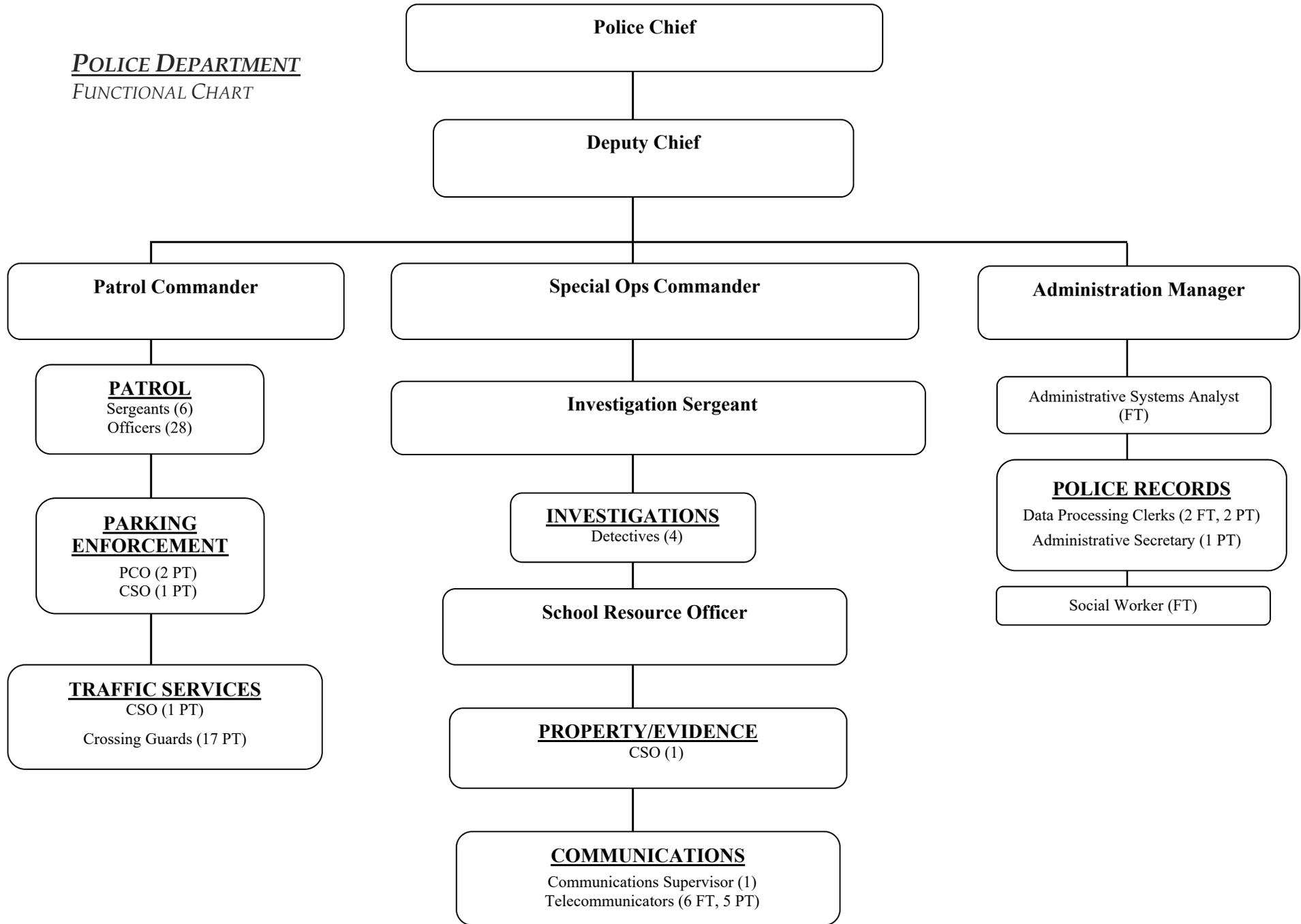
Calls for police service are processed and dispatched from the Wilmette Police Department; and

Calls for fire or emergency medical services are either relayed or transferred to the "Red Center" communications center. Wilmette telecommunications staff is required to monitor all Red Center radio traffic and Wilmette Police Officers respond to every fire or emergency medical service call.

*Crossing Guards:*

Continue to work with the Transportation Commission to monitor and review the need for adult crossing guards for school

**POLICE DEPARTMENT**  
*FUNCTIONAL CHART*



## POLICE DEPARTMENT

### Objectives & Accomplishments

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#### Looking Forward: 2020 Objectives

1. Monitor overtime expense to ensure that the department operates within the budgeted amount to the greatest extent possible.
2. Continue to update the Police Department Policy Manual.
3. Promote community registration into the Smart911 program for enhanced 911 services and emergency notifications.
4. Develop training and programs for prevention, detection and enforcement related to the legalization of cannabis.
5. Conduct joint emergency preparedness training with other Village Departments.
6. Compile proofs of compliance for 2020 annual re-accreditation through CALEA.
7. Monitor the State's progress toward Next Generation 9-11 implementation.

#### Reviewing the Year: 2019 Accomplishments

1. Monitor overtime expense to ensure that the department operates within the budgeted amount to the greatest extent possible.

*The Police Department expects to exceed the budgeted overtime amount by 15% at year end. The increase in overtime expenses correlates to several staffing vacancies: one active military deployment, one on duty injury, three off duty injuries, and an open patrol position.*

2. Continue to update the Police Department Policy Manual.

*The Police Department has formed a committee to review and assign policies for update. A new policy template has also been created.*

3. Increase training opportunities to encourage employee development.

*Civilian staff has attended several new trainings this year, both in-house and from third parties, expanding their skill set and professional network.*

4. Research and apply for Grant funded programs and purchases.

*The Police Department was awarded the Bullet Proof Vest Grant from the U.S. Department of Justice in the amount of \$6,890. The Department also participated in several IDOT traffic safety grants, which funds staffing for enforcement campaigns such as Distracted Driving and Safety Belt Enforcement.*

5. Purchase Tasers for sworn personnel and complete department training.

*This objective has been completed. The Department created a policy and procedure guide, purchased the Tasers, and has trained sworn personnel on their use. The use of Tasers will be incorporated into continual scenario and decision based "use of force" training.*

## Police Performance Measures

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|                                                        | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>Q1</u> | <u>2019</u><br><u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2019 Yr-End</u> |
|--------------------------------------------------------|-------------|--------------------|-----------|--------------------------|-----------|-----------|--------------------|
| <u>Calls for Service (CFS)</u>                         |             |                    |           |                          |           |           |                    |
| <i>Average Police response time, 4 minutes or less</i> | 75%         | 57%                | 54%       | 55%                      | 56%       | 55%       | <b>55%</b>         |
| <i>Average response times for all CFS</i>              | ≤4 min      | 4:06               | 4:33      | 4:22                     | 4:07      | 4:04      | <b>4:16</b>        |
| <i>Number of Incidents (Police responses)</i>          |             | 20,283             |           |                          |           |           |                    |

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|                                                 | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>Q1</u> | <u>2019</u><br><u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2019 Yr-End</u> |
|-------------------------------------------------|-------------|--------------------|-----------|--------------------------|-----------|-----------|--------------------|
| <u>Lost Time (hours) Staff On-Duty Injuries</u> | 0           | 0                  | -         | 400                      | 496       | 480       | 1,376              |

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|                                                                                                                                     | <u>GOAL</u>       | <u>2018 Yr-End</u> | <u>Q1</u> | <u>2019</u><br><u>Q2</u> | <u>Q3</u> | <u>Q4</u> | <u>2019 Yr-End</u> |
|-------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------|-----------|--------------------------|-----------|-----------|--------------------|
| <u>Traffic Accidents</u>                                                                                                            |                   |                    |           |                          |           |           |                    |
| <i>Utilize public education, engineering, and enforcement to maintain public way accidents under the previous five year average</i> | ≤ 700             | 633                | 138       | 146                      | 135       | 121       | 540                |
| <i>Does Not Include Private Property</i>                                                                                            | (average 175/qtr) |                    |           |                          |           |           |                    |

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## POLICE DEPARTMENT

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### Activity Measures

|                                           | 2016   | 2017   | 2018   | 2019   |
|-------------------------------------------|--------|--------|--------|--------|
| Calls for Service                         | 17,665 | 18,528 | 20,285 | 21,542 |
| Part I Offenses <sup>1</sup>              | 351    | 387    | 380    | 352    |
| Other Offenses <sup>2</sup>               | 412    | 378    | 429    | 526    |
| Traffic Crash Investigations <sup>3</sup> | 602    | 751    | 633    | 540    |
| Traffic Citations                         | 1,576  | 1,768  | 2,104  | 1,759  |
| Parking Citations                         | 7,892  | 7,394  | 7,315  | 5,316  |
| Adult Arrests <sup>4</sup>                | 331    | 226    | 338    | 318    |
| Juvenile Arrests <sup>5</sup>             | 74     | 43     | 32     | 44     |
| DUI Arrests                               | 46     | 29     | 34     | 32     |

*Footnotes:*

<sup>1</sup> Part I Offenses as defined by the FBI include: homicide, criminal sexual assault, armed robbery, robbery, aggravated battery, aggravated assault, burglary, burglary to a motor vehicle, theft, motor vehicle theft, and arson.

<sup>2</sup>Other Offenses include: identity theft, simple battery, simple assault, deception, criminal damage, weapons offenses, sex offenses, offenses involving children, driving under the influence, and disorderly conduct.

<sup>3</sup>Traffic Crash (accidents) numbers represent roadway collisions and do not include those occurring on private property

<sup>4</sup>Adult arrests include any misdemeanor or felony offense. \* In June 2016, there was a change in state law, making certain possession of cannabis offenses a civil law violation, and no longer criminal.

<sup>5</sup>In June 2016, there was a change in state law, decriminalizing minor cannabis offenses. Minors continued to be issued civil law citations for possession of cannabis, however were no longer counted as "arrests" statistically.

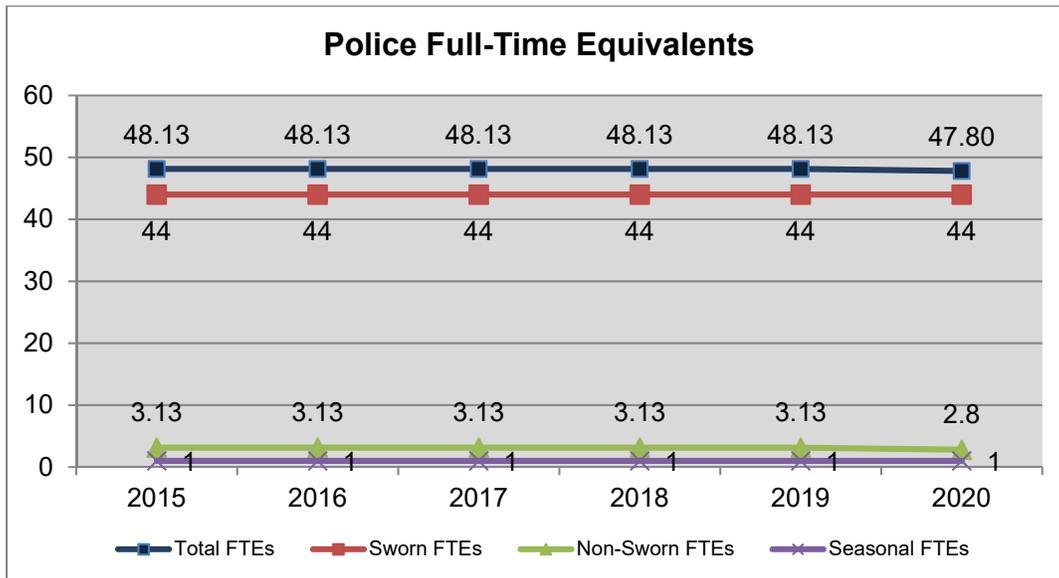
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 41 - Police Operations  
**Dept.:** 40 - Police  
**Type:** 20 - Public Safety

| Expenditure Category | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Estimated Actual FY 2019 | Budget FY 2020   |
|----------------------|------------------|------------------|------------------|------------------|--------------------------|------------------|
| Personnel Services   | 7,707,691        | 7,850,499        | 6,050,903        | 6,261,485        | 6,216,485                | 6,363,750        |
| Contractual Services | 61,977           | 64,827           | 67,265           | 119,550          | 103,150                  | 126,440          |
| Commodities          | 60,890           | 68,134           | 69,275           | 68,450           | 75,000                   | 70,950           |
| Other Expense        | 465,673          | 453,436          | 481,518          | 468,760          | 460,760                  | 508,885          |
| Capital Outlay       | 6,875            | -                | 17,854           | -                | -                        | -                |
| <b>Program Total</b> | <b>8,303,106</b> | <b>8,436,896</b> | <b>6,686,815</b> | <b>6,918,245</b> | <b>6,855,395</b>         | <b>7,070,025</b> |

**BUDGET ANALYSIS:** The 2020 Budget continues to provide police services and patrol levels as has been provided in previous years. The increase in Other Expense is due to the reallocation of the internal automotive expense account (reductions seen elsewhere – see 11-27 for more details).

**PERSONNEL:** The reduction in the FTE is due to converting a full-time Community Service Officer position to part-time. A corresponding increase can be seen in Police Services for an Analyst position.



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 41 - Police Operations  
**Dept.:** 40 - Police  
**Type:** 20 - Public Safety

| Account Number                    | Description                      | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Estimated Actual FY 2019 | Budget FY 2020   |
|-----------------------------------|----------------------------------|------------------|------------------|------------------|------------------|--------------------------|------------------|
| 410100                            | Regular Salaries                 | 4,596,875        | 4,654,639        | 4,779,840        | 4,965,075        | 4,950,075                | 5,097,850        |
| 410200                            | Overtime Salaries                | 329,585          | 284,278          | 350,370          | 300,000          | 320,000                  | 300,000          |
| 410210                            | Overtime Salaries-Grant Funded   | -                | -                | -                | -                | -                        | -                |
| 415000                            | Employee Benefits                | 2,781,231        | 2,911,582        | 920,693          | 996,410          | 946,410                  | 965,900          |
| <b>Total Personnel</b>            |                                  | <b>7,707,691</b> | <b>7,850,499</b> | <b>6,050,903</b> | <b>6,261,485</b> | <b>6,216,485</b>         | <b>6,363,750</b> |
| 420010                            | Memberships                      | 1,425            | 1,375            | 1,035            | 1,400            | 1,580                    | 1,690            |
| 420020                            | Professional Services            | 60               | -                | 60               | -                | 390                      | -                |
| 420210                            | Medical Examinations             | 7,965            | 13,965           | 11,827           | 15,000           | 12,000                   | 16,650           |
| 421300                            | Contractual Animal Observation   | 16,361           | 9,841            | 12,780           | 18,000           | 16,000                   | 18,000           |
| 422400                            | Maintenance - Equipment          | 25,873           | 34,840           | 29,001           | 48,050           | 40,000                   | 51,900           |
| 422410                            | Maintenance - Radios             | 10,293           | 4,806            | 12,070           | 35,500           | 31,500                   | 36,500           |
| 428020                            | Tellephone Service - Cellular    | -                | -                | 492              | 1,600            | 1,680                    | 1,700            |
| <b>Total Contractual Services</b> |                                  | <b>61,977</b>    | <b>64,827</b>    | <b>67,265</b>    | <b>119,550</b>   | <b>103,150</b>           | <b>126,440</b>   |
| 430050                            | Uniform Expense                  | 36,884           | 45,681           | 47,803           | 43,400           | 44,000                   | 43,400           |
| 430170                            | Supplies - Firing Range          | 8,804            | 8,998            | 8,824            | 9,000            | 9,000                    | 9,500            |
| 430250                            | Supplies - Other than Office     | 13,333           | 11,462           | 10,655           | 14,050           | 20,000                   | 14,050           |
| 430450                            | Materials - Community Relations  | 1,869            | 1,993            | 1,993            | 2,000            | 2,000                    | 4,000            |
| <b>Total Commodities</b>          |                                  | <b>60,890</b>    | <b>68,134</b>    | <b>69,275</b>    | <b>68,450</b>    | <b>75,000</b>            | <b>70,950</b>    |
| 440500                            | Automotive Expense               | 231,380          | 219,660          | 216,060          | 215,350          | 216,620                  | 250,750          |
| 441000                            | Incidentals                      | 3,356            | 11,567           | 6,021            | 7,000            | 6,000                    | 7,000            |
| 442000                            | Training                         | 38,519           | 26,527           | 43,983           | 43,900           | 40,000                   | 43,900           |
| 445500                            | Seizure Expenses                 | 21,696           | 24,047           | 39,032           | 20,000           | 15,000                   | 20,000           |
| 447010                            | Crime Lab Expense                | 39,113           | 39,113           | 39,113           | 39,115           | 39,840                   | 39,840           |
| 447030                            | NIPAS Contribution               | 6,205            | 6,288            | 6,205            | 6,205            | 6,205                    | 8,705            |
| 447040                            | Major Crimes Task Force          | 4,100            | 4,100            | 4,100            | 4,100            | 4,100                    | 5,600            |
| 447050                            | NIPSTA Contribution              | 7,304            | 8,134            | 7,304            | 7,400            | 7,305                    | 7,400            |
| 448024                            | CERF Transfer                    | 114,000          | 114,000          | 119,700          | 125,690          | 125,690                  | 125,690          |
| <b>Total Other Expenses</b>       |                                  | <b>465,673</b>   | <b>453,436</b>   | <b>481,518</b>   | <b>468,760</b>   | <b>460,760</b>           | <b>508,885</b>   |
| <b>490550-</b>                    | <b>Other Equipment - Police:</b> |                  |                  |                  |                  |                          |                  |
| 70420                             | In-Car Video Cameras             | -                | -                | 17,854           | -                | -                        | -                |
| 70425                             | Intoximeter Replacement          | 6,875            | -                | -                | -                | -                        | -                |
| 70439                             | Police Facility Cameras          | -                | -                | -                | -                | -                        | -                |
| <b>Total Capital Outlay</b>       |                                  | <b>6,875</b>     | <b>-</b>         | <b>17,854</b>    | <b>-</b>         | <b>-</b>                 | <b>-</b>         |
| <b>Total Program</b>              |                                  | <b>8,303,106</b> | <b>8,436,896</b> | <b>6,686,815</b> | <b>6,918,245</b> | <b>6,855,395</b>         | <b>7,070,025</b> |

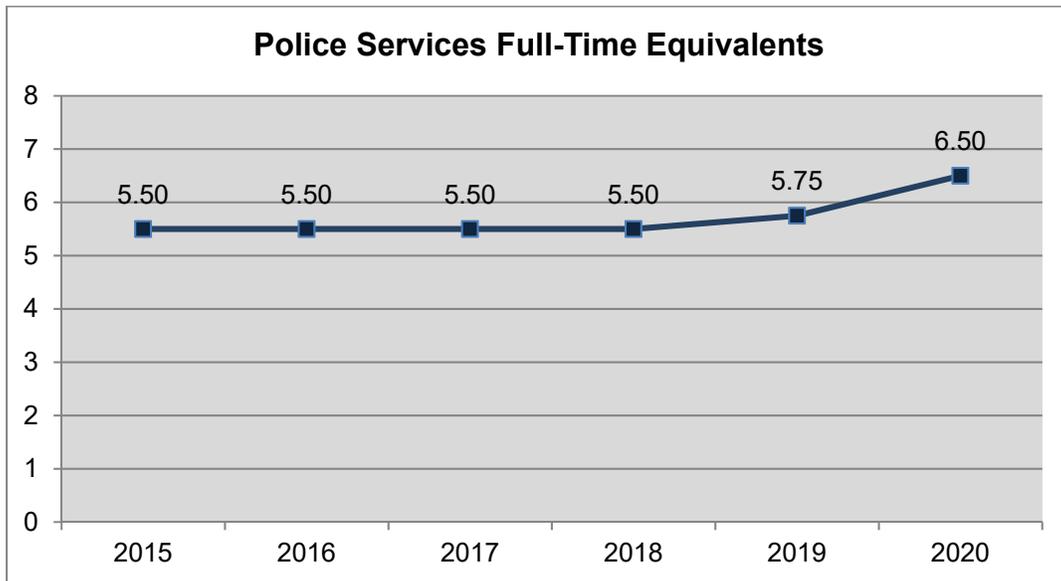
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 42 - Police Services  
**Dept.:** 40 - Police  
**Type:** 20 - Public Safety

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 681,722           | 744,493           | 753,115           | 778,005           | 787,105                        | 881,020           |
| Contractual Services | 30,815            | 32,810            | 37,400            | 37,105            | 32,710                         | 39,155            |
| Commodities          | 8,649             | 8,329             | 10,300            | 10,300            | 9,790                          | 10,300            |
| Other Expense        | 2,332             | 2,323             | 3,000             | 3,000             | 1,950                          | 3,000             |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>723,518</b>    | <b>787,955</b>    | <b>803,815</b>    | <b>828,410</b>    | <b>831,555</b>                 | <b>933,475</b>    |

**BUDGET ANALYSIS:** There are no significant changes in the 2020 budget.

**PERSONNEL:** There is an increase of 0.75 FTE due to converting a part-time accreditation assistant to a full-time Administrative Systems Analyst (a reduction to another position is also realized in 11-41).



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 42 - Police Services  
**Dept.:** 40 - Police  
**Type:** 20 - Public Safety

| Account Number                    | Description                    | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated      |                |
|-----------------------------------|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
|                                   |                                |                |                |                |                | Actual FY 2019 | Budget FY 2020 |
| 410100                            | Regular Salaries               | 499,485        | 547,694        | 559,900        | 565,950        | 557,350        | 625,975        |
| 410200                            | Overtime Salaries              | 980            | 788            | 300            | 300            | 3,000          | 300            |
| 415000                            | Employee Benefits              | 181,257        | 196,011        | 192,915        | 211,755        | 226,755        | 254,745        |
| <b>Total Personnel</b>            |                                | <b>681,722</b> | <b>744,493</b> | <b>753,115</b> | <b>778,005</b> | <b>787,105</b> | <b>881,020</b> |
| 420010                            | Memberships                    | 305            | 366            | 500            | 425            | 325            | 475            |
| 420020                            | Professional Services          | 15,010         | 17,745         | 15,000         | 17,380         | 16,000         | 19,380         |
| 420040                            | Lease / Purchase Copier        | 5,996          | 5,959          | 6,100          | 6,100          | 6,100          | 6,100          |
| 422000                            | Maintenance - Office Equipment | 376            | 19             | 500            | 500            | 400            | 500            |
| 426000                            | Re-Accreditation Expense       | 2,857          | 1,965          | 7,000          | 5,600          | 4,695          | 5,600          |
| 426100                            | LEADS/PIMS Program             | 3,000          | 3,000          | 3,000          | -              | -              | -              |
| 426200                            | Police Grant Prof. Services    | -              | -              | 1,500          | 1,500          | 0              | 1,500          |
| 426300                            | Towing - Contractual           | 380            | 865            | 800            | 800            | 500            | 800            |
| 428020                            | Tellephone Service - Cellular  | -              | -              | -              | 1,800          | 1,800          | 1,800          |
| 428300                            | LIVESCAN Communications Line   | 2,891          | 2,891          | 3,000          | 3,000          | 2,890          | 3,000          |
| <b>Total Contractual Services</b> |                                | <b>30,815</b>  | <b>32,810</b>  | <b>37,400</b>  | <b>37,105</b>  | <b>32,710</b>  | <b>39,155</b>  |
| 430050                            | Uniform Expense                | -              | -              | 300            | 300            | 290            | 300            |
| 430230                            | Supplies - Office              | 7,647          | 8,112          | 8,000          | 8,000          | 7,500          | 8,000          |
| 430250                            | Supplies - Other than Office   | 1,002          | 217            | 2,000          | 2,000          | 2,000          | 2,000          |
| <b>Total Commodities</b>          |                                | <b>8,649</b>   | <b>8,329</b>   | <b>10,300</b>  | <b>10,300</b>  | <b>9,790</b>   | <b>10,300</b>  |
| 441000                            | Incidentals                    | -              | 407            | 300            | 300            | 300            | 300            |
| 442000                            | Training                       | 870            | 854            | 1,200          | 1,200          | 600            | 1,200          |
| 445000                            | Care of Prisoners              | 1,462          | 1,062          | 1,500          | 1,500          | 1,050          | 1,500          |
| <b>Total Other Expenses</b>       |                                | <b>2,332</b>   | <b>2,323</b>   | <b>3,000</b>   | <b>3,000</b>   | <b>1,950</b>   | <b>3,000</b>   |
| <b>Total Capital Outlay</b>       |                                | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>Total Program</b>              |                                | <b>723,518</b> | <b>787,955</b> | <b>803,815</b> | <b>828,410</b> | <b>831,555</b> | <b>933,475</b> |

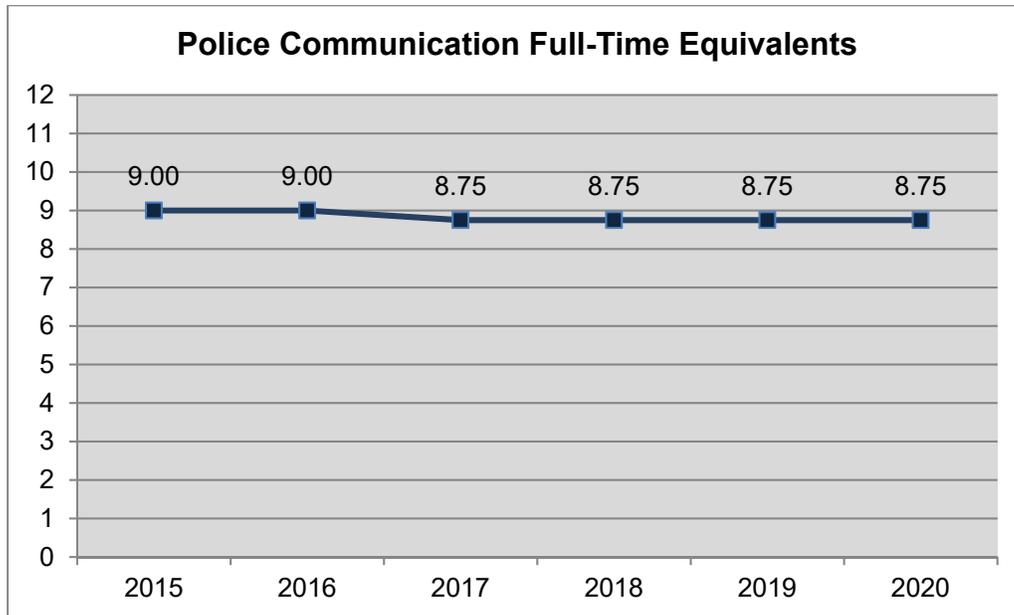
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 43 - Public Safety Communications  
**Dept.:** 40 - Police  
**Type:** 20 - Public Safety

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 1,007,705         | 1,045,552         | 1,096,125         | 1,085,145         | 1,051,145                      | 1,116,010         |
| Contractual Services | 427,284           | 469,678           | 463,295           | 382,640           | 375,660                        | 372,090           |
| Commodities          | 2,270             | 2,852             | 4,000             | 4,000             | 4,000                          | 4,000             |
| Other Expense        | 480               | 1,115             | 2,500             | 2,500             | 2,100                          | 2,500             |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>1,437,739</b>  | <b>1,519,197</b>  | <b>1,565,920</b>  | <b>1,474,285</b>  | <b>1,432,905</b>               | <b>1,494,600</b>  |

**BUDGET ANALYSIS:** The decrease in the contractual services is due to the replacement of antiquated phone lines.

**PERSONNEL:**



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 43 - Public Safety Communications  
**Dept.:** 40 - Police  
**Type:** 20 - Public Safety

| Account Number                    | Description                        |                  |                  |                  |                  |                  | Estimated        |  |
|-----------------------------------|------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|--|
|                                   |                                    | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Actual FY 2019   | Budget FY 2020   |  |
| 410100                            | Regular Salaries                   | 683,112          | 712,390          | 753,475          | 749,075          | 715,075          | 766,000          |  |
| 410200                            | Overtime Salaries                  | 61,543           | 64,692           | 64,000           | 64,000           | 64,000           | 64,000           |  |
| 415000                            | Employee Benefits                  | 263,050          | 268,470          | 278,650          | 272,070          | 272,070          | 286,010          |  |
| <b>Total Personnel</b>            |                                    | <b>1,007,705</b> | <b>1,045,552</b> | <b>1,096,125</b> | <b>1,085,145</b> | <b>1,051,145</b> | <b>1,116,010</b> |  |
| 420010                            | Memberships                        | 167              | 167              | 185              | 170              | 170              | 170              |  |
| 420020                            | Professional Services              | 3,500            | -                | 600              | 100              | 95               | 8,000            |  |
| 20021                             | Fire Regional Dispatch Expense     | 198,856          | 241,763          | 251,300          | 259,750          | 259,750          | 242,000          |  |
| 421510                            | Contractual Software Support (CAD) | 81,485           | 49,439           | 71,000           | 72,200           | 72,140           | 76,500           |  |
| 70450                             | Software - 911 System              | 6,964            | 6,964            | 6,970            | 6,970            | 6,965            | 6,970            |  |
| 422000                            | Maintenance - Office Equipment     | 5,580            | 5,580            | 5,600            | 5,600            | 5,580            | 5,600            |  |
| 422300                            | Maintenance - E-911 System         | 25,877           | 42,684           | 30,050           | 23,350           | 18,000           | 18,350           |  |
| 422600                            | Maintenance - NORCOM Network       | 89,517           | 105,441          | 77,250           | -                | -                | -                |  |
| 426110                            | IWIN Program                       | 9,059            | 7,924            | 9,000            | 9,000            | 7,620            | 9,000            |  |
| 428105                            | Computer Communications (CAD)      | 6,279            | 9,716            | 11,340           | 5,500            | 5,340            | 5,500            |  |
| <b>Total Contractual Services</b> |                                    | <b>427,284</b>   | <b>469,678</b>   | <b>463,295</b>   | <b>382,640</b>   | <b>375,660</b>   | <b>372,090</b>   |  |
| 430050                            | Uniform Expense                    | 2,270            | 2,852            | 4,000            | 4,000            | 4,000            | 4,000            |  |
| <b>Total Commodities</b>          |                                    | <b>2,270</b>     | <b>2,852</b>     | <b>4,000</b>     | <b>4,000</b>     | <b>4,000</b>     | <b>4,000</b>     |  |
| 441000                            | Incidentals                        | -                | -                | 200              | 200              | 100              | 200              |  |
| 442000                            | Training                           | 480              | 1,115            | 2,300            | 2,300            | 2,000            | 2,300            |  |
| <b>Total Other Expenses</b>       |                                    | <b>480</b>       | <b>1,115</b>     | <b>2,500</b>     | <b>2,500</b>     | <b>2,100</b>     | <b>2,500</b>     |  |
| <b>Total Capital Outlay</b>       |                                    | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |  |
| <b>Total Program</b>              |                                    | <b>1,437,739</b> | <b>1,519,197</b> | <b>1,565,920</b> | <b>1,474,285</b> | <b>1,432,905</b> | <b>1,494,600</b> |  |

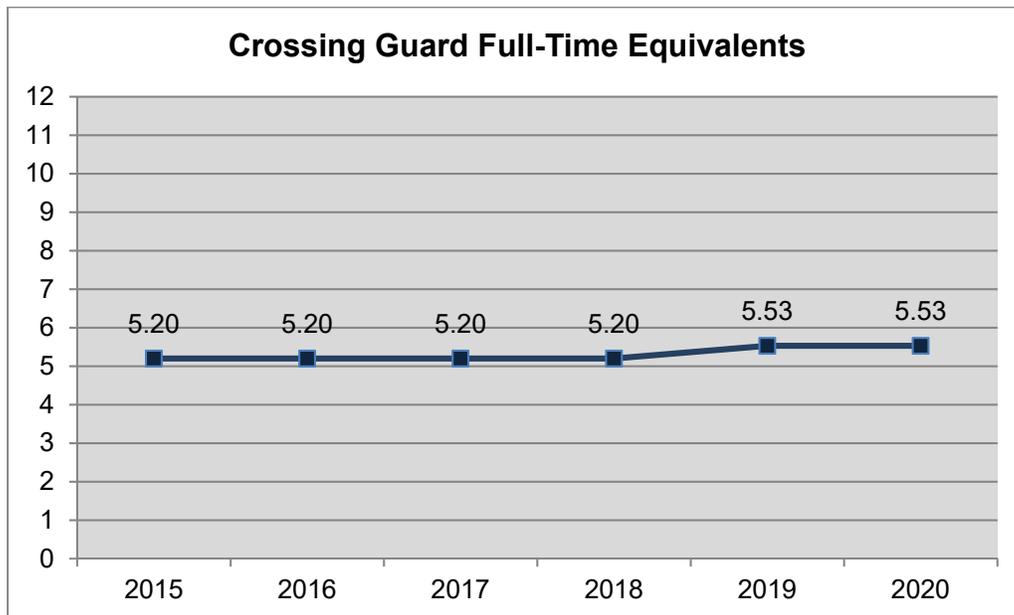
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 45 - Police - Crossing Guards  
**Dept.:** 40 - Police  
**Type:** 20 - Public Safety

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 262,875           | 262,875           | 270,655           | 294,685           | 294,685                        | 299,150           |
| Contractual Services | -                 | -                 | -                 | -                 | -                              | -                 |
| Commodities          | 1,500             | 1,500             | 1,500             | 1,500             | 1,500                          | 1,500             |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>264,375</b>    | <b>264,375</b>    | <b>272,155</b>    | <b>296,185</b>    | <b>296,185</b>                 | <b>300,650</b>    |

**BUDGET ANALYSIS:** The 2020 Budget maintains one additional crossing guard (17 total). The new guard is temporary on Locust Road as the Transportation Commission evaluates the need at this location.

**PERSONNEL:**



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 45 - Police - Crossing Guards  
**Dept.:** 40 - Police  
**Type:** 20 - Public Safety

| Account Number                    | Description                  | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated         | Budget<br>FY 2020 |
|-----------------------------------|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                   |                              |                   |                   |                   |                   | Actual<br>FY 2019 |                   |
| 410100                            | Regular Salaries             | 224,993           | 228,045           | 247,900           | 270,000           | 270,000           | 276,075           |
| 415000                            | Employee Benefits            | 21,550            | 21,365            | 22,755            | 24,685            | 24,685            | 23,075            |
| <b>Total Personnel</b>            |                              | <b>246,543</b>    | <b>249,410</b>    | <b>270,655</b>    | <b>294,685</b>    | <b>294,685</b>    | <b>299,150</b>    |
| <b>Total Contractual Services</b> |                              | -                 | -                 | -                 | -                 | -                 | -                 |
| 430050                            | Uniform Expense              | 186               | 1,131             | 1,000             | 1,000             | 1,000             | 1,000             |
| 430250                            | Supplies - Other than Office | 227               | 500               | 500               | 500               | 500               | 500               |
| <b>Total Commodities</b>          |                              | <b>413</b>        | <b>1,631</b>      | <b>1,500</b>      | <b>1,500</b>      | <b>1,500</b>      | <b>1,500</b>      |
| <b>Total Other Expenses</b>       |                              | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>Total Capital Outlay</b>       |                              | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>Total Program</b>              |                              | <b>246,956</b>    | <b>251,041</b>    | <b>272,155</b>    | <b>296,185</b>    | <b>296,185</b>    | <b>300,650</b>    |

# FIRE DEPARTMENT

## MISSION STATEMENT

Since 1893, the Wilmette Fire Department has prided itself on providing a selfless group of highly trained professionals who are committed to honorably serving the community. Today, our mission continues to adhere to the principles and values established by those who came before us.

“The members of the Wilmette Fire Department are dedicated to the preservation of life, while displaying the utmost pride in our profession through an unwavering commitment to our community and each other.”

We accomplish this Mission by providing advanced emergency medical care, modern fire suppression tactics, and effective fire prevention programs.

### ~~~~~PROGRAMS~~~~~

- Fire suppression
- Emergency Medical Service (EMS)
- Fire prevention
- Specialized Rescue
- Fire/ Life Safety Education
- Community Risk Reduction

In 2018, the Fire Department responded to 3,330 emergency incidents. Of these, 2,192 were medical calls, and the remaining are calls for fires, rescues, fire alarms, mutual aid, and special team calls.

The Fire Prevention Bureau continues to conduct testing and plan review of buildings and fire systems. During the year, public education programs are delivered at every elementary school and various community and private events throughout the Village. For the 1<sup>st</sup> time, the department utilized a web based program allowing students and parents to perform an in home safety check. Over 600 households participated in the program. The department is now responsible for conducting CPR training to the public and local business. The classes are conducted quarterly or upon request.

The Fire Department continues to expand its Community Outreach Program. The department has implemented a new smoke detector program. This program is designed to install smoke detectors in homes on an as needed bases. The program is free of charge to the Village as well as residents. The department made blood pressure and

glucose screening available during the French Market. The department hosts two annual blood drives through Life Source. In addition, the department assists the Wilmette Food Pantry and the United States Post Office in collecting food for the needy. In 2018, department personnel performed over 87 car seat inspection/installations.

### ~~~~~STAFFING~~~~~

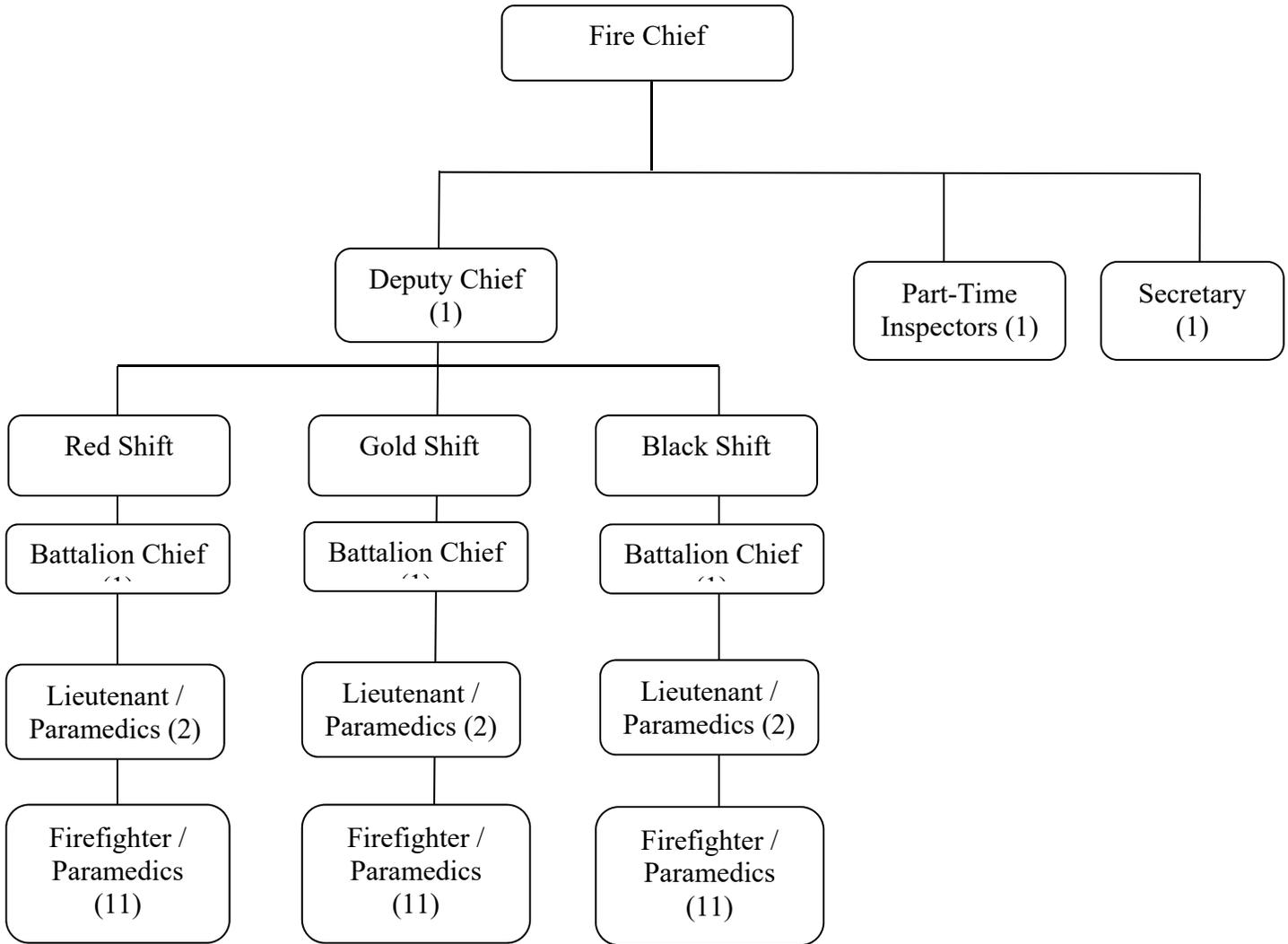
In 2017 the part time position of administrative analyst was removed and replaced with a part time fire inspector position. Due to the elimination of the assistant chief position in 2016 as well as the 2<sup>nd</sup> Deputy Chief position in 2017, we felt a part time fire inspector would allow the department to maintain its level of service in regards to inspections and in house plan reviews. Daily staffing includes a minimum of a Battalion Chief, 2 Lieutenants, and 11 Firefighter/Paramedics. The minimum daily staffing level is 11. Of the 45 current sworn members, 45 are certified paramedics.

### ~~~~~ACCREDITATION/ISO~~~~~

The Wilmette Fire Department achieved its 4<sup>th</sup> Accreditation in 2017 through the Commission on Fire Accreditation International (CFAI). The fire department participate in its Insurance Service Organization (ISO) evaluation. Departments are ranked on fire response, water supply, and public education. Scores range from 1-10, 1 being the highest. The WFD received an ISO ranking of 2, placing us in the top 3% of fire departments nationwide.

WILMETTE FIRE DEPARTMENT

ORGANIZATIONAL CHART



## FIRE DEPARTMENT

### Objectives & Accomplishments

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#### Looking Forward: 2020 Objectives

1. Continue to participate in labor management meetings and having an open dialogue with the union. Work with the Village Manager's Office to complete upcoming union negotiations without the need for outside counsel thus reducing cost to the village.
2. Implement a new Target Solutions training software to the Fire Department. The new software will allow for better tracking of required state and federal training requirements.
3. Research and purchase new SCBA Firefighting Equipment. The Department will apply for a federal grant for the purchase of this equipment.
4. Design, price, and purchase a new ambulance.
5. Work closely with other Village Departments to research and apply for federal and local grants to reduce operating and capital cost.
6. Implement the first stage of a new fleet reduction initiative by purchasing a new pick-up truck that will serve as both a utility vehicle and a reserve unit for the front line rescue squad; when completed, this initiative will remove a \$450,00 rescue truck from the fleet.

#### Reviewing the Year: 2019 Accomplishments

1. Identify or create opportunities to work closely with other village departments through training, purchasing opportunities, and increasing overall service levels.

*We continue to work with the Police Department in pre-dispatching emergency calls. This has been very successful, as we have seen decreased turnout times. We currently have the lowest average and 90<sup>th</sup> percentile turnout times compared to all other RED center departments. We have worked closely with Police and Administrative Services to explore ways to reduce phone line costs as well as to purchase new mobile command center equipment. This equipment will allow us a more flexible platform for communications in the field. We are working with Engineering and Public Works on the Cook County Hazard Mitigation Plan, which will help identify risks in our community. We will also be working with them in applying for Cook County Mitigation grants that may be available.*

2. Continue to apply for grant funding of new equipment expanding our current pool of grant opportunities. The main goal would be to apply for an SCBA grant utilizing the AFG program.

*The Fire Department has applied for three separate grants during 2018/2019. We received \$130,000 for the purchase of new portable radios and an updated accountability software through a joint AFG grant with other MABAS Division 3 departments. We have applied for an AFG Micro Grant for the purchase of EMS equipment. We have also applied for a joint grant through MABAS*

*Division 3 for a new incident command vehicle. We are testing demos for new SCBA equipment and will be applying for an AFG grant in late summer or early fall.*

3. Work closely with the Engineering and Public Works Department to insure a smooth transition of new Fire Department Fleet Maintenance Program.

*Our on-site mechanic has moved into his new facility at the Public Works Yard. We have streamlined the maintenance request process and are getting regular feedback and updates from Engineering and Public Works on all pending requests and repairs. The process is successful at this point and we will continue to monitor and adjust as needed. This change is part of the Village's overall succession planning efforts by training all of our mechanics on fire apparatus*

4. Continue to participate in labor/management committee meetings and work on a successor collective bargaining agreement which expires December 31, 2019.

*We continue to have regularly scheduled quarterly meetings with members of the union. We also will discuss any issues as they arise and work closely with village administration to resolve matters quickly as we prepare for contract negotiations.*

5. Develop current front-line firefighters in program management and expand their ability to conduct in-house training to reduce our reliance of outside instruction.

*We have allowed front-line firefighters to participate in certain program management and have allowed them to participate in the budget process. We have eliminated outside instructors for our monthly paramedic continuing education. We now use our own instructors who have completed all the required training to facilitate these sessions. We have one firefighter that is currently in training that will allow us to certify our own SCUBA Divers to Rescue Diver Level.*

6. Install new equipment at station 26 and 27 to provide a safer environment in regards to fire gear cleaning. Relocated existing equipment outside to allow for a safer work environment in regards to hearing protection.

*We have ordered the new gear dryer/extractors and have identified their locations with approval from Community Development and have utilized the expertise of Water Management staff to install the equipment, thereby saving \$6,000 in contractual expense. The facilities staff has helped to secure a contractor for the exhaust removal system motor relocation which will be complete by the end of the year.*

7. Install and begin operating new station alerting equipment to allow for a faster response time to emergency calls.

*The new station alerting equipment is operational and working as expected. We will continue to monitor our call processing times from RED Center to determine the projected times savings. As of July 1, 2019 we will no longer require the copper phone previous used for dispatching calls. The removal of these lines results in ongoing cost savings to the Village.*

## Fire Performance Measures

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|                                                               | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |           | <u>2019 Yr-End</u> |
|---------------------------------------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
|                                                               |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |                    |
| <u>Emergency Calls - Response Time:</u>                       |             |                    |             |           |           |           |                    |
| % of calls responded to in less than 8 minutes and 27 seconds | 90%         | 97%                | 99%         | 100%      | 99%       | 99%       | 99%                |
| Total # of emergency calls:                                   |             | 2,272              | 514         | 554       | 592       | 583       | 2,243              |
| # of calls responded to in less than 8 minutes and 27 seconds |             | 2,208              | 510         | 553       | 588       | 580       | 2,231              |

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|                                                     | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |              | <u>2019 Yr-End</u> |
|-----------------------------------------------------|-------------|--------------------|-------------|-----------|-----------|--------------|--------------------|
|                                                     |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4***</u> |                    |
| <u>Emergency Calls - Turnout Times:</u>             |             |                    |             |           |           |              |                    |
| % of calls with a turnout time less than 90 seconds | 90%         | 88%                | 87%         | 90%       | 83%       | 85%          | 86%                |
| Total # of emergency calls:                         |             | 2,272              | 514         | 554       | 592       | 583          | 2,243              |
| # of calls with a turnout time less than 90 seconds |             | 1,996              | 448         | 498       | 494       | 494          | 1,934              |

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|                                                                | <u>GOAL</u> | <u>2018 Yr-End</u> | <u>2019</u> |           |           |           | <u>2019 Yr-End</u> |
|----------------------------------------------------------------|-------------|--------------------|-------------|-----------|-----------|-----------|--------------------|
|                                                                |             |                    | <u>Q1</u>   | <u>Q2</u> | <u>Q3</u> | <u>Q4</u> |                    |
| <u>Initial Fire Plan Reviews:</u>                              |             |                    |             |           |           |           |                    |
| <i>Initial fire plan reviews completed in 10 business days</i> | 95%         | 98%                | 100%        | 100%      | 100%      | 100%      | 100%               |

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The response times are the baseline times that the fire department must meet 90% of the time. The baseline times are set based off of department goals and objectives along with the national standards.

Calls that are analyzed are calls that have an emergency response within the village limits. This does not reflect the total number of calls for each quarter.

## FIRE DEPARTMENT ACTIVITY MEASURES

### Activity Measures

| <b>Incidents</b>                                       | <b>2016</b>  | <b>2017</b>  | <b>2018</b>  | <b>2019</b>  |
|--------------------------------------------------------|--------------|--------------|--------------|--------------|
| Fires in Structures                                    | 22           | 21           | 26           | 16           |
| Vehicle Fires                                          | 4            | 3            | 7            | 4            |
| Other Fires (brush, garbage, etc.)                     | 12           | 12           | 7            | 5            |
| Pressure Ruptures, Explosions, Overheat                | 1            | 3            | 3            | 5            |
| Rescues/EMS Incidents                                  | 1,700        | 1,797        | 1,671        | 1,745        |
| Hazardous Condition Responses                          | 164          | 146          | 165          | 145          |
| Service Calls                                          | 511          | 444          | 553          | 543          |
| Good Intent Calls                                      | 99           | 100          | 109          | 111          |
| Severe Weather or Disaster Calls                       | 13           | 27           | 1            | 1            |
| Fire Alarms, Other False Calls, Other Unspecified      | 427          | 456          | 450          | 434          |
| Mutual / Automatic Aid <b>Given</b> Incidents          | 228          | 270          | 337          | 343          |
| Mutual / Automatic Aid <b>Received</b> Incidents       | 144          | 122          | 94           | 91           |
| <b>Total Incident / Fire Calls</b>                     | <b>3,181</b> | <b>3,279</b> | <b>3,330</b> | <b>3,352</b> |
| <b>Simultaneous Calls</b>                              | <b>816</b>   | <b>790</b>   | <b>510</b>   | <b>497</b>   |
| <b>Total Emergency Vehicle Responses (per vehicle)</b> | <b>6,283</b> | <b>6,492</b> | <b>6,543</b> | <b>6,685</b> |
| Average <b>Response Time</b> (Emergency calls only)    | <b>05:21</b> | <b>05:22</b> | <b>05:34</b> | <b>05:03</b> |
| Average <b>Turnout Time</b> (Emergency calls only)     | <b>00:49</b> | <b>00:51</b> | <b>00:48</b> | <b>00:54</b> |

| <b>EMS Type of Care Breakdown</b> | <b>2016**</b> | <b>2017</b>   | <b>2018</b>   | <b>2019</b>   |
|-----------------------------------|---------------|---------------|---------------|---------------|
| Cardiac                           | 98            | 112           | 105           | 108           |
| Motor Vehicle Accident            | 186           | 163           | 148           | 136           |
| Overdose                          | **            | 57            | 44            | 32            |
| Invalid Assist                    | 290           | 269           | 366           | 346           |
| Trouble Breathing                 | 124           | 130           | 88            | 77            |
| Other Trauma                      | 370           | 356           | 364           | 396           |
| Other Medical                     | 948           | 919           | 812           | 1,006         |
| False Alarm                       | 50            | 65            | 51            | 48            |
| <b>Total EMS Care</b>             | <b>2,041*</b> | <b>2,071*</b> | <b>1,978*</b> | <b>2,149*</b> |
| <b>EMS Transports</b>             | <b>1,350</b>  | <b>1,432</b>  | <b>1,354</b>  | <b>1,405</b>  |

\*Total EMS Care is not limited to EMS incidents only, as a result EMS Incidents and Total EMS Care are not equal.

\*\* EMS reports are now done electronically, as a result, data is now categorized differently.

\*\*\* Estimated

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

Fund: 11 - General Fund

Program: 51 - Emergency Fire & Medical Services

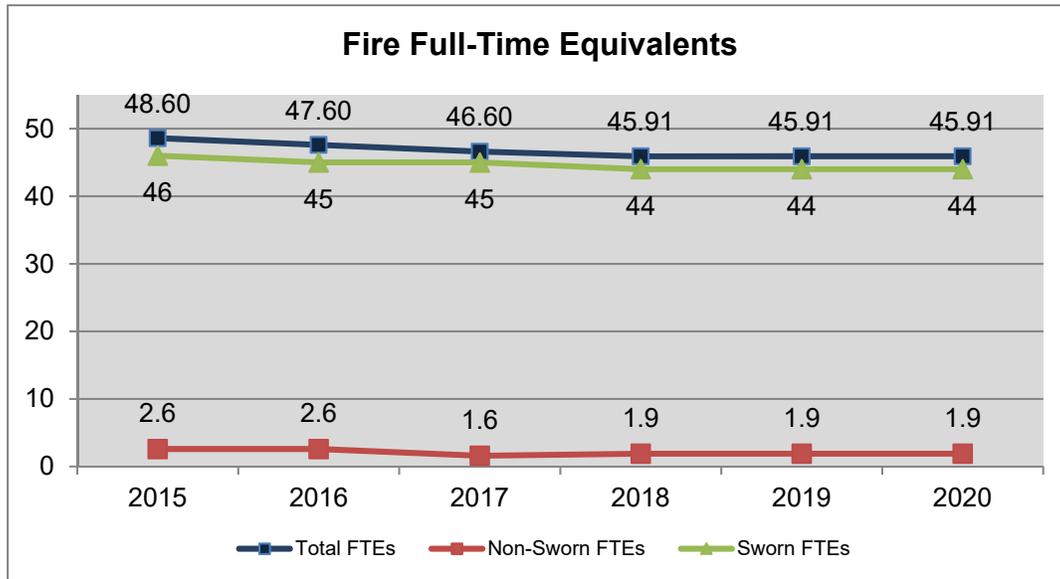
Dept.: 50 - Fire

Type: 20 - Public Safety

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 8,472,689         | 8,625,931         | 6,067,973         | 6,276,760         | 6,316,760                      | 6,395,365         |
| Contractual Services | 80,214            | 70,448            | 71,876            | 61,355            | 63,830                         | 62,290            |
| Commodities          | 86,164            | 111,124           | 93,596            | 104,130           | 106,035                        | 101,130           |
| Other Expense        | 460,999           | 479,248           | 477,098           | 510,580           | 491,070                        | 548,110           |
| Capital Outlay       | 16,422            | 48,938            | 56,575            | 96,400            | 40,000                         | -                 |
| <b>Program Total</b> | <b>9,116,488</b>  | <b>9,335,689</b>  | <b>6,767,118</b>  | <b>7,049,225</b>  | <b>7,017,695</b>               | <b>7,106,895</b>  |

**BUDGET ANALYSIS:** The increase in the other expense is due to the re-allocation of the internal automotive expense account (corresponding decreases seen elsewhere; see 11-27 for more details).

**PERSONNEL:** There are no changes in the personnel budget.



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 51 - Emergency Fire & Medical Services  
**Dept.:** 50 - Fire  
**Type:** 20 - Public Safety

| Account Number                    | Description                       | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Estimated Actual FY 2019 | Budget FY 2020   |
|-----------------------------------|-----------------------------------|------------------|------------------|------------------|------------------|--------------------------|------------------|
| 410100                            | Regular Salaries                  | 4,660,787        | 4,623,534        | 4,605,645        | 4,837,150        | 4,827,150                | 4,979,825        |
| 410200                            | Overtime Salaries                 | 359,908          | 362,301          | 417,555          | 312,750          | 412,750                  | 312,750          |
| 410300                            | Off Duty Response Wages           | 6,163            | 7,490            | 17,135           | 10,000           | 10,000                   | 10,000           |
| 415000                            | Employee Benefits                 | 3,445,831        | 3,632,606        | 1,027,638        | 1,116,860        | 1,066,860                | 1,092,790        |
| <b>Total Personnel</b>            |                                   | <b>8,472,689</b> | <b>8,625,931</b> | <b>6,067,973</b> | <b>6,276,760</b> | <b>6,316,760</b>         | <b>6,395,365</b> |
| 420010                            | Memberships                       | 3,262            | 3,996            | 3,023            | 3,720            | 3,500                    | 3,720            |
| 420020                            | Professional Services             | -                | -                | -                | -                | 5,500                    | -                |
| 420040                            | Lease / Purchase Copier           | 4,137            | 4,685            | 4,745            | 5,000            | 5,000                    | 5,000            |
| 420210                            | Medical Exams/Fitness Program     | 16,303           | 16,379           | 16,240           | 18,425           | 17,500                   | 18,980           |
| 422400                            | Maint. - Equipment                | 5,521            | 5,458            | 1,880            | 6,190            | 5,450                    | 6,190            |
| 422410                            | Maint. - Radios                   | 147              | 3,957            | 4,313            | 4,350            | 4,345                    | 4,350            |
| 422420                            | Maint. - Breathing Equipment      | 7,631            | 5,515            | 6,543            | 6,180            | 6,000                    | 6,180            |
| 422430                            | Maint. - Emergency Medical Equip. | 485              | 570              | 615              | 790              | 685                      | 790              |
| 422440                            | Maint. - Special Rescue Equip.    | 8,151            | 5,271            | 8,865            | 8,500            | 8,200                    | 8,880            |
| 426000                            | Re-Accreditation Expense          | 7,895            | 2,510            | 1,230            | 1,800            | 1,250                    | 1,800            |
| 428020                            | Tellephone Service - Cellular     | -                | -                | 2,511            | 6,400            | 6,400                    | 6,400            |
| 428100                            | Computer Communications           | 26,682           | 22,107           | 21,911           | -                | -                        | -                |
| <b>Total Contractual Services</b> |                                   | <b>80,214</b>    | <b>70,448</b>    | <b>71,876</b>    | <b>61,355</b>    | <b>63,830</b>            | <b>62,290</b>    |
| 430050                            | Uniform Expense                   | 25,186           | 25,291           | 20,591           | 24,750           | 23,000                   | 24,750           |
| 430055                            | Protective Clothing               | 23,297           | 35,311           | 28,990           | 32,300           | 32,000                   | 32,300           |
| 430175                            | Supplies - Fire Hose              | 9,514            | 9,501            | 9,553            | 9,500            | 9,400                    | 6,500            |
| 430176                            | Supplies - Medical                | 9,899            | 14,100           | 16,557           | 18,080           | 16,500                   | 18,080           |
| 430177                            | Supplies - Emergency Equipment    | 7,186            | 16,889           | 8,568            | 5,100            | 4,000                    | 5,100            |
| 430230                            | Supplies - Office                 | 1,990            | 1,845            | 1,099            | 2,000            | 1,850                    | 2,000            |
| 430250                            | Supplies - Other than Office      | 5,160            | 5,049            | 5,227            | 8,400            | 15,885                   | 8,400            |
| 430440                            | Materials - Public Education      | 3,932            | 3,138            | 3,011            | 4,000            | 3,400                    | 4,000            |
| <b>Total Commodities</b>          |                                   | <b>86,164</b>    | <b>111,124</b>   | <b>93,596</b>    | <b>104,130</b>   | <b>106,035</b>           | <b>101,130</b>   |
| 440500                            | Automotive Expense                | 259,400          | 284,230          | 291,810          | 290,870          | 292,580                  | 329,420          |
| 441000                            | Incidentals                       | 877              | 999              | 1,191            | 1,000            | 800                      | 1,000            |
| 442000                            | Training                          | 61,068           | 43,199           | 27,103           | 54,000           | 34,500                   | 54,000           |
| 447050                            | NIPSTA Contribution               | 7,304            | 7,470            | 7,304            | 8,325            | 7,305                    | 7,305            |
| 447060                            | MABAS Contribution                | 5,275            | 5,275            | 5,365            | 5,500            | 5,000                    | 5,500            |
| 448800                            | Rent - Commonwealth Edison        | 575              | 575              | 575              | 575              | 575                      | 575              |
| 450045                            | Fire Truck Debt Retirement        | 12,500           | 12,500           | 12,500           | 12,500           | 12,500                   | 12,500           |
| 448024                            | CERF Transfer                     | 114,000          | 125,000          | 131,250          | 137,810          | 137,810                  | 137,810          |
| <b>Total Other Expenses</b>       |                                   | <b>460,999</b>   | <b>479,248</b>   | <b>477,098</b>   | <b>510,580</b>   | <b>491,070</b>           | <b>548,110</b>   |

**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 51 - Emergency Fire & Medical Services  
**Dept.:** 50 - Fire  
**Type:** 20 - Public Safety

| Account Number              | Description                      | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------|----------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| 480400-                     | <b>Fire Vehicles:</b>            |                   |                   |                   |                   |                                |                   |
| 40830                       | Repl. Ambulance FD-211           | -                 | -                 | -                 | -                 | -                              | -                 |
| 40850                       | Repl. Passenger Vehicle FD-208   | -                 | -                 | -                 | -                 | -                              | -                 |
| 40852                       | Repl. Passenger Vehicle FD-210   | -                 | -                 | -                 | -                 | -                              | -                 |
| 490600-                     | <b>Other Equipment - Fire:</b>   |                   |                   |                   |                   |                                |                   |
| 70503                       | SCBA Filling Station             | -                 | 48,938            | -                 | -                 | -                              | -                 |
| 70521                       | Fire Stations Alerting Equipment | -                 | -                 | 56,575            | 56,400            | -                              | -                 |
| 70530                       | AED Replacements                 | 16,422            | -                 | -                 | -                 | -                              | -                 |
| 70563                       | Protective Clothing Extractor    | -                 | -                 | -                 | 40,000            | 40,000                         | -                 |
| 70577                       | Exhaust System                   | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Capital Outlay</b> |                                  | <b>16,422</b>     | <b>48,938</b>     | <b>56,575</b>     | <b>96,400</b>     | <b>40,000</b>                  | <b>-</b>          |
| <b>Total Program</b>        |                                  | <b>9,116,488</b>  | <b>9,335,689</b>  | <b>6,767,118</b>  | <b>7,049,225</b>  | <b>7,017,695</b>               | <b>7,106,895</b>  |

\* Item to be funded by Bond Proceeds

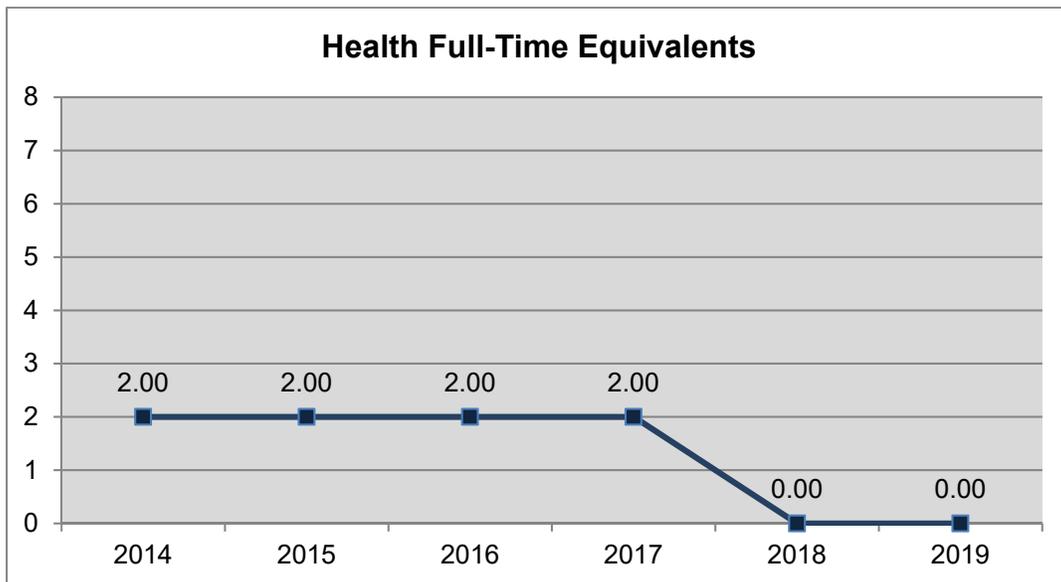
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 56 - Health  
**Dept.:** 60 - Health  
**Type:** 40 - Public Health

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 242,716           | 136,596           | -                 | -                 | -                              | -                 |
| Contractual Services | 1,308             | 22,919            | 45,000            | 45,000            | 45,000                         | 45,000            |
| Commodities          | 7,923             | 159               | -                 | -                 | -                              | -                 |
| Other Expense        | 6,242             | 3,927             | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>258,189</b>    | <b>163,601</b>    | <b>45,000</b>     | <b>45,000</b>     | <b>45,000</b>                  | <b>45,000</b>     |

**BUDGET ANALYSIS:** Due to staff retirements in 2017, the Village contracted out food inspection services and eliminated or transitioned other health related duties to other departments. As a result, the only remaining expense in 11-56 is for outsourcing food inspection services.

**PERSONNEL:** In 2017 both employees in the Health Department retired and the positions were eliminated.



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 56 - Health  
**Dept.:** 60 - Health  
**Type:** 40 - Public Health

| Account Number                    | Description                    | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated Actual FY 2019 | Budget FY 2020 |
|-----------------------------------|--------------------------------|----------------|----------------|----------------|----------------|--------------------------|----------------|
| 410100                            | Regular Salaries               | 178,165        | 98,767         | -              | -              | -                        | -              |
| 415000                            | Employee Benefits              | 64,551         | 37,829         | -              | -              | -                        | -              |
| <b>Total Personnel</b>            |                                | <b>242,716</b> | <b>136,596</b> | <b>-</b>       | <b>-</b>       | <b>-</b>                 | <b>-</b>       |
| 420010                            | Memberships                    | 629            | 190            | -              | -              | -                        | -              |
| 421050                            | Sanitarian Services            | -              | 22,500         | 45,000         | 45,000         | 45,000                   | 45,000         |
| 421400                            | Contractual Lab Services       | 657            | 229            | -              | -              | -                        | -              |
| 422000                            | Maintenance - Office Equipment | 22             | -              | -              | -              | -                        | -              |
| <b>Total Contractual Services</b> |                                | <b>1,308</b>   | <b>22,919</b>  | <b>45,000</b>  | <b>45,000</b>  | <b>45,000</b>            | <b>45,000</b>  |
| 430210                            | Supplies - Laboratory          | 7,409          | -              | -              | -              | -                        | -              |
| 430230                            | Supplies - Office              | 514            | 159            | -              | -              | -                        | -              |
| <b>Total Commodities</b>          |                                | <b>7,923</b>   | <b>159</b>     | <b>-</b>       | <b>-</b>       | <b>-</b>                 | <b>-</b>       |
| 440500                            | Automotive Expense             | 4,270          | 2,670          | -              | -              | -                        | -              |
| 441000                            | Incidentals                    | 512            | 577            | -              | -              | -                        | -              |
| 442000                            | Training                       | 535            | 200            | -              | -              | -                        | -              |
| 443060                            | CPR Program                    | 925            | 480            | -              | -              | -                        | -              |
| <b>Total Other Expenses</b>       |                                | <b>6,242</b>   | <b>3,927</b>   | <b>-</b>       | <b>-</b>       | <b>-</b>                 | <b>-</b>       |
| <b>Total Capital Outlay</b>       |                                | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>                 | <b>-</b>       |
| <b>Total Program</b>              |                                | <b>258,189</b> | <b>163,601</b> | <b>45,000</b>  | <b>45,000</b>  | <b>45,000</b>            | <b>45,000</b>  |

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 91 - General Liability & Property Insurance  
**Dept.:** 00 - Non-Departmental  
**Type:** 50 - Insurance

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | -                 | -                 | -                 | -                 | -                              | -                 |
| Contractual Services | 153,554           | 140,293           | 155,000           | 55,000            | 55,000                         | 30,000            |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>153,554</b>    | <b>140,293</b>    | <b>155,000</b>    | <b>55,000</b>     | <b>55,000</b>                  | <b>30,000</b>     |

**PROGRAM DESCRIPTION:** This program provides general insurance coverage for the Village including: General Liability, Property and Public Officials Liability. Coverage is provided through Village membership in the Intergovernmental Risk Management Agency (IRMA). On June 1, 1995 the Village became a member of IRMA.

**BUDGET ANALYSIS:** The IRMA contribution is split between 4 programs:

- 58% allocated to Workers' Compensation (19-92)
- 11% allocated to this program (11-91)
- 19% allocated to the Water Fund (41-84)
- 12% allocated to Vehicle Maintenance (11-27)

The Village's overall 2020 contribution is estimated to be approximately \$205,000, which is partially subsidized through use of the Village's IRMA excess member reserve.

**PERSONNEL:** No personnel expense is incurred in this program. The Village Manager's Office coordinates the filing of liability claims with IRMA and directs the risk management activities of the organization.

**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 91 - General Liability & Property Insurance  
**Dept.:** 00 - Non-Departmental  
**Type:** 50 - Insurance

| Account Number                    | Description                               | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|-------------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <b>Total Personnel</b>            |                                           | -                 | -                 | -                 | -                 | -                              | -                 |
| 450110                            | Property / Liability<br>Insurance Premium | 125,220           | 124,263           | 125,000           | 25,000            | 25,000                         | -                 |
| 450130                            | Property / Liability<br>Deductibles       | 28,334            | 16,030            | 30,000            | 30,000            | 30,000                         | 30,000            |
| <b>Total Contractual Services</b> |                                           | <b>153,554</b>    | <b>140,293</b>    | <b>155,000</b>    | <b>55,000</b>     | <b>55,000</b>                  | <b>30,000</b>     |
| <b>Total Commodities</b>          |                                           | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Other Expenses</b>       |                                           | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Capital Outlay</b>       |                                           | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Program</b>              |                                           | <b>153,554</b>    | <b>140,293</b>    | <b>155,000</b>    | <b>55,000</b>     | <b>55,000</b>                  | <b>30,000</b>     |

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

**Fund:** 11 - General Fund  
**Program:** 95 - Capital Improvements  
**Dept.:** 20 - Engineering  
**Type:** 70 - Capital Outlay

| <b>Expenditure Category</b> | <b>Actual<br/>FY 2016</b> | <b>Actual<br/>FY 2017</b> | <b>Actual<br/>FY 2018</b> | <b>Budget<br/>FY 2019</b> | <b>Estimated<br/>Actual<br/>FY 2019</b> | <b>Budget<br/>FY 2020</b> |
|-----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------------------|---------------------------|
| Personnel Services          | -                         | -                         | -                         | -                         | -                                       | -                         |
| Contractual Services        | -                         | -                         | -                         | -                         | -                                       | -                         |
| Commodities                 | -                         | -                         | -                         | -                         | -                                       | -                         |
| Other Expense               | -                         | -                         | -                         | -                         | -                                       | -                         |
| Capital Outlay              | 82,584                    | 3,633,531                 | 2,034,000                 | 348,065                   | 577,055                                 | 95,000                    |
| <b>Program Total</b>        | <b>82,584</b>             | <b>3,633,531</b>          | <b>2,034,000</b>          | <b>348,065</b>            | <b>577,055</b>                          | <b>95,000</b>             |

**BUDGET ANALYSIS:** The 2020 Budget includes \$95,000 for the completion of the North Bridge Sidewalk Replacement project.

**PERSONNEL:** There are no employees assigned to this program.

**Village of Wilmette  
2020 Budget**

Fund: 11 - General Fund  
 Program: 95 - Capital Improvements  
 Dept.: 20 - Engineering  
 Type: 70 - Capital Outlay

| Account Number                    | Description                                      | Actual FY 2016 | Actual FY 2017   | Actual FY 2018   | Budget FY 2019 | Estimated Actual FY 2019 | Budget FY 2020 |
|-----------------------------------|--------------------------------------------------|----------------|------------------|------------------|----------------|--------------------------|----------------|
| 20046                             | 611 Green Bay Road Redevelopment                 | -              | -                | -                | -              | -                        | -              |
| 425200                            | Alley Maintenance                                | -              | -                | -                | -              | -                        | - *            |
| <b>Total Contractual Services</b> |                                                  | -              | -                | -                | -              | -                        | -              |
| 450020                            | Bond Issuance Expense                            | -              | -                | -                | -              | -                        | - *            |
| 450060                            | Bond Interest Expense                            | -              | -                | -                | -              | -                        | - *            |
| <b>Total Other Expenses</b>       |                                                  | -              | -                | -                | -              | -                        | -              |
| 460050                            | Property Acquisition:<br>Cleanup & Holding Costs | 69,000         | -                | -                | -              | -                        | -              |
| 460600-                           | Building Improvements - Village Hall:            |                |                  |                  |                |                          |                |
| 60112                             | Roof Replacement                                 | -              | 512,850          | -                | -              | -                        | - *            |
| 60301                             | HVAC Replacement                                 | -              | 130,886          | -                | -              | -                        | - *            |
| 460700-                           | Building Improvements - Public Works:            |                |                  |                  |                |                          |                |
| 60210                             | Yard Improvements                                | -              | 2,350,350        | 1,000,000        | -              | 22,000                   | - *            |
| 60211                             | Fuel Tank Replacement                            | -              | 411,116          | -                | -              | -                        | - *            |
| 60212                             | Vehicle Hoists Replacement                       | -              | 210,294          | -                | -              | -                        | - *            |
| 60213                             | Generator Replacement                            | -              | -                | 174,000          | -              | -                        | - *            |
| 460800-                           | Building Improvements - Police Station:          |                |                  |                  |                |                          |                |
| 60213                             | Generator Replacement                            | -              | 5,150            | 135,000          | 30,000         | -                        | - *            |
| 70403                             | Radio Network Replacement                        | -              | -                | 450,000          | -              | -                        | - *            |
| 460950-                           | Building Improvements - Historical Museum:       |                |                  |                  |                |                          |                |
| 60101                             | Roof Replacement                                 | -              | 12,885           | 150,000          | -              | -                        | -              |
| 470300-                           | Infrastructure - Street Lights:                  |                |                  |                  |                |                          |                |
| 80015                             | Lawler Ave Streetlights                          | -              | -                | 75,000           | -              | -                        | -              |
| 470375-                           | Infrastructure - Other:                          |                |                  |                  |                |                          |                |
| 80117                             | North Bridge Sidewalk Replacement                | -              | -                | -                | 318,065        | 555,055                  | 95,000 *       |
| 80404                             | Skokie Valley Bike Trail                         | 13,584         | -                | -                | -              | -                        | -              |
| 80452                             | Elmwood Ave. R-O-W Improvemen                    | -              | -                | -                | -              | -                        | - **           |
| 490400-                           | Other Equipment - Village Hall:                  |                |                  |                  |                |                          |                |
| 50207                             | Server Virtualization                            | -              | -                | -                | -              | -                        | - *            |
| 60199                             | Warning Siren                                    | -              | -                | 50,000           | -              | -                        | - *            |
| <b>Total Capital Outlay</b>       |                                                  | <b>82,584</b>  | <b>3,633,531</b> | <b>2,034,000</b> | <b>348,065</b> | <b>577,055</b>           | <b>95,000</b>  |
| <b>Total Program</b>              |                                                  | <b>82,584</b>  | <b>3,633,531</b> | <b>2,034,000</b> | <b>348,065</b> | <b>577,055</b>           | <b>95,000</b>  |

\* Items financed from bond issue procee Items to be partially financed from grants.

## Village of Wilmette

FY 2020 Budget

### Budget Summary

**Fund:** 11 - General Fund  
**Program:** 96 - Capital Equipment  
**Dept.:** 00 - Non-Departmental  
**Type:** 70 - Capital Outlay

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | -                 | -                 | -                 | -                 | -                              | -                 |
| Contractual Services | -                 | 47,224            | 34,350            | 31,000            | 31,000                         | -                 |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | 511,929           | 751,122           | 873,650           | 607,500           | 614,865                        | 1,437,600         |
| <b>Program Total</b> | <b>511,929</b>    | <b>798,346</b>    | <b>908,000</b>    | <b>638,500</b>    | <b>645,865</b>                 | <b>1,437,600</b>  |

**BUDGET ANALYSIS:** The Capital Equipment Replacement Fund (CERF) is an internal service fund created in 2016 used for capital equipment replacement. The fund receives transfers from Engineering & Public Works, Police, and Fire Department budgets based on capital depreciation and future capital needs. Contributions to the fund are also made from portions of unexpected non-recurring revenue in the General Fund. These revenues are not shown in the expenditure page that follows but are shown in the CERF cash flows.

Projects funded through the CERF include:

|                                 |            |
|---------------------------------|------------|
| Fire Ambulance                  | \$ 270,000 |
| Fire SCBA's                     | \$ 250,000 |
| Public Works Pick-up Trucks (5) | \$ 216,000 |
| Police Squad Cars (4) - Hybrids | \$ 184,000 |
| Large Dump Truck                | \$ 181,100 |
| Sidewalk Snowplow               | \$ 162,000 |
| Council Chambers AV Upgrade     | \$ 80,000  |
| Fire Utility Truck              | \$ 70,000  |
| Phone System Replacement        | \$ 24,500  |

**PERSONNEL:** There are no employees assigned to this program.

**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 96 - Capital Equipment  
**Dept.:** 00 - Non-Departmental  
**Type:** 70 - Capital Outlay

| Account Number | Description                            | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------|----------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <b>420030-</b> | Digital Records Conversion             |                   |                   |                   |                   |                                |                   |
| 20017          | Document Management System             | -                 | 47,224            | 37,219            | 31,000            | 31,000                         | -                 |
|                | <b>Total Contractual Services</b>      | <b>-</b>          | <b>47,224</b>     | <b>34,350</b>     | <b>31,000</b>     | <b>31,000</b>                  | <b>-</b>          |
| <b>480100-</b> | <b>Passenger Vehicles</b>              |                   |                   |                   |                   |                                |                   |
| 40165          | Public Works Jeep P-19                 | -                 | -                 | -                 | 36,000            | 40,320                         | -                 |
| <b>480200-</b> | <b>P.W. Vehicles - Pick-up Trucks:</b> |                   |                   |                   |                   |                                |                   |
| 40470          | Pick Up Truck - T-15                   | -                 | -                 | -                 | -                 | -                              | 45,000            |
| 40475          | Pick Up Truck - T-20                   | -                 | -                 | -                 | -                 | -                              | 40,000            |
| 40480          | Pick Up Truck - T-26                   | -                 | -                 | -                 | -                 | -                              | 45,000            |
| 40485          | Pick Up Truck - T-29                   | -                 | -                 | -                 | 38,000            | 37,000                         | -                 |
| 40490          | Pick Up Truck - T-32                   | 29,049            | -                 | -                 | -                 | -                              | -                 |
| 40495          | Pick Up Truck - T-36                   | -                 | -                 | -                 | -                 | -                              | 40,000            |
| 40515          | Pick Up Truck - T-44                   | -                 | -                 | -                 | -                 | -                              | 46,000            |
| <b>480225-</b> | <b>Large Dump Trucks:</b>              |                   |                   |                   |                   |                                |                   |
| 40568          | Large Dump Truck T-3                   | 154,413           | -                 | -                 | -                 | -                              | -                 |
| 40569          | Large Dump Truck T-4                   | -                 | 164,506           | 5,513             | -                 | -                              | -                 |
| 40585          | Large Dump Truck T-9                   | -                 | -                 | 172,813           | -                 | -                              | -                 |
| 40590          | Large Dump Truck T-10                  | -                 | -                 | -                 | 177,000           | 176,000                        | -                 |
| 40595          | Large Dump Truck T-11                  | -                 | -                 | -                 | -                 | -                              | 181,100           |
| <b>480275-</b> | <b>Other Vehicles - Pub. Works:</b>    |                   |                   |                   |                   |                                |                   |
| 40205          | Front-End Loader C-14                  | -                 | -                 | -                 | 97,500            | 86,420                         | -                 |
| 40214          | Compactor/Asphalt Roller               | -                 | 35,650            | -                 | -                 | -                              | -                 |
| 40222          | Street Sweeper                         | -                 | 69,989            | -                 | -                 | -                              | -                 |
| 40254          | Sidewalk Snowplow C-18                 | 133,447           | -                 | -                 | -                 | -                              | -                 |
| 40256          | Sidewalk Snowplow C-02                 | -                 | -                 | -                 | -                 | -                              | 162,000           |
| 40371          | Skid Steer & Trailer C-34/37           | -                 | 56,691            | -                 | -                 | -                              | -                 |
| 40421          | Utility Truck T-28                     | -                 | -                 | -                 | 38,000            | 31,000                         | -                 |
| 40440          | Street Sign Maintainer Van             | -                 | -                 | -                 | 65,000            | 64,000                         | -                 |

**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 96 - Capital Equipment  
**Dept.:** 00 - Non-Departmental  
**Type:** 70 - Capital Outlay

| Account Number              | Description                           | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------|---------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <b>480300-</b>              | <b>Police Vehicles:</b>               |                   |                   |                   |                   |                                |                   |
| 40700                       | Unmarked Squad #500                   | -                 | 32,516            | -                 | -                 | -                              | -                 |
| 40705                       | Squad #501                            | -                 | -                 | 36,905            | -                 | -                              | -                 |
| 40715                       | Squad #503                            |                   |                   | 36,905            | -                 | -                              | -                 |
| 40720                       | Squad #504                            | 35,700            | -                 | -                 | -                 | -                              | 46,000            |
| 40725                       | Squad #505                            | -                 | -                 | -                 | 39,000            | 36,180                         | -                 |
| 40730                       | Squad #506                            | 36,062            | -                 | -                 | -                 | -                              | 46,000            |
| 40735                       | Squad #507                            | 36,090            | -                 | -                 | -                 | -                              | 46,000            |
| 40740                       | Squad #508                            | -                 | -                 | -                 | 39,000            | 36,355                         | -                 |
| 40745                       | Unmarked Squad #509                   | -                 | 34,158            | -                 | -                 | -                              | -                 |
| 40750                       | Squad #510                            | -                 | -                 | -                 | 39,000            | 36,295                         | -                 |
| 40755                       | Squad #511                            | 36,150            | -                 | -                 | -                 | -                              | 46,000            |
| 40760                       | Squad #512                            | -                 | -                 | -                 | 39,000            | 36,295                         | -                 |
| 40765                       | Unmarked Squad #513                   | -                 | 33,179            | -                 | -                 | -                              | -                 |
| 40770                       | Unmarked Squad #514                   | -                 | 33,194            | -                 | -                 | -                              | -                 |
| 40780                       | Parking Control Vehicle SQ-521        | 36,812            | -                 | -                 | -                 | -                              | -                 |
| <b>480400-</b>              | <b>Fire Vehicles:</b>                 |                   |                   |                   |                   |                                |                   |
| 40815                       | Fire Engine FD-205                    | -                 | -                 | 625,235           | -                 | 35,000                         | -                 |
| 40825                       | Ambulance FD-209                      | -                 | -                 | 625,235           | -                 | -                              | 270,000           |
| 40835                       | Ambulance FD-212                      | -                 | 228,985           | -                 | -                 | -                              | -                 |
| 40845                       | Incident Command Van FD-203           | -                 | 62,254            | -                 | -                 | -                              | -                 |
| 40851                       | Utility Truck FD-207                  | -                 | -                 | 625,235           | -                 | -                              | 70,000            |
| <b>490400-</b>              | <b>Other Equipment - Village Hall</b> |                   |                   |                   |                   |                                |                   |
| 60214                       | Council Chambers AV Upgrade           | -                 | -                 | -                 | -                 | -                              | 80,000            |
| 70126                       | Hot Patch Kettle                      | 14,206            | -                 | -                 | -                 | -                              | -                 |
| <b>490600-</b>              | <b>Other Equipment-Fire</b>           |                   |                   |                   |                   |                                |                   |
| 70700                       | SCBA                                  | -                 | -                 | -                 | -                 | -                              | 250,000           |
| <b>490650-</b>              | <b>Other Equipment-Fire</b>           |                   |                   |                   |                   |                                |                   |
| 50250                       | Council Chambers AV Upgrade           | -                 | -                 | -                 | -                 | -                              | 24,500            |
| <b>Total Capital Outlay</b> |                                       | <b>511,929</b>    | <b>751,122</b>    | <b>2,127,841</b>  | <b>607,500</b>    | <b>614,865</b>                 | <b>1,437,600</b>  |
| <b>Total Program</b>        |                                       | <b>511,929</b>    | <b>798,346</b>    | <b>908,000</b>    | <b>638,500</b>    | <b>645,865</b>                 | <b>1,437,600</b>  |

## **INTERNAL SERVICE FUNDS**

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**Municipal Garage Fund** accounts for the distribution of automotive expense to the user departments.

**Employee Insurance Fund** accounts for the distribution of employee group health insurance expense, group life insurance expense and unemployment compensation expense to the user departments.

**Workers' Compensation Fund** accounts for the distribution of workers' compensation expense to the user departments.

**Illinois Municipal Retirement Fund (IMRF)** accounts for the distribution of employer pension contributions to the user departments. These consist of contributions to the statewide pension plan for all full-time employees not covered under the Firefighter or Police Pension Plans as well as employer FICA and Medicare expense for all covered employees.

**Section 105 Fund** accounts for the benefit payments for Section 105 Plans that covers all full-time employees for the Village.

## VEHICLE MAINTENANCE DIVISION (ENGINEERING AND PUBLIC WORKS)

.....

### Activity Measures<sup>1</sup>

|                                                            | 2016   | 2017                | 2018             | 2019             |
|------------------------------------------------------------|--------|---------------------|------------------|------------------|
| Total Vehicles (Engineering and Public Works) <sup>2</sup> | 73     | 73                  | 73               | 73               |
| Average Age of Fleet                                       | 9.7    | 10.7                | 11.7             | 12.7             |
| Preventative Maintenance (PM) – Quantity                   | 484    | 357                 | 478              | 650              |
| Breakdown Repairs - Quantity                               | 345    | 363                 | 405              | 328              |
| PM/Breakdowns - Ratio                                      | 1.40   | 1.35                | 1.18             | 1.98             |
| Fuel Consumption (Gallons)                                 |        |                     |                  |                  |
| Gas                                                        | 8,279  | 7,209 <sup>7</sup>  | 9,937            | 9,418            |
| Diesel                                                     | 20,821 | 13,252 <sup>7</sup> | 24,095           | 25,186           |
| Total Expenditures Per Mile                                | 2.52   | 3.38 <sup>7</sup>   | n/a <sup>8</sup> | n/a <sup>8</sup> |

|                                               |       |                    |                  |                  |
|-----------------------------------------------|-------|--------------------|------------------|------------------|
| Total Vehicles (Fire Department) <sup>3</sup> | 18    | 18                 | 19               | 18               |
| Average Age of Fleet                          | 18.5  | 18.5               | 12.0             | 11               |
| Preventative Maintenance (PM) – Quantity      | 137   | 118                | 96               | 126              |
| Breakdown Repairs - Quantity                  | 148   | 200                | 163              | 177              |
| PM/Breakdowns – Ratio                         | 0.93  | 0.59               | 0.59             | 0.71             |
| Fuel Consumption (Gallons)                    |       |                    |                  |                  |
| Gas                                           | 2,458 | 1,672 <sup>7</sup> | 2,123            | 2,307            |
| Diesel                                        | 6,987 | 4,988 <sup>7</sup> | 6,631            | 6,807            |
| Total Expenditures Per Mile <sup>7</sup>      | 1.90  | 1.42 <sup>7</sup>  | n/a <sup>8</sup> | n/a <sup>8</sup> |

|                                                 |        |                     |                  |                  |
|-------------------------------------------------|--------|---------------------|------------------|------------------|
| Total Vehicles (Police Department) <sup>4</sup> | 27     | 27                  | 27               | 27               |
| Average Age of Fleet                            | 5.6    | 6.6                 | 7.6              | 8.6              |
| Preventative Maintenance (PM) – Quantity        | 254    | 215                 | 159              | 173              |
| Breakdown Repairs – Quantity                    | 124    | 110                 | 111              | 93               |
| PM/Breakdowns –Ratio                            | 2.04   | 1.95                | 1.43             | 1.86             |
| Fuel Consumption (Gallons)                      |        |                     |                  |                  |
| Gas                                             | 28,239 | 19,954 <sup>7</sup> | 28,365           | 29,204           |
| Diesel                                          | n/a    | n/a                 | n/a              | n/a              |
| Total Expenditures Per Mile                     | 0.39   | 0.48 <sup>7</sup>   | n/a <sup>8</sup> | n/a <sup>8</sup> |

|                                                          | 2016   | 2017              | 2018               | 2019             |
|----------------------------------------------------------|--------|-------------------|--------------------|------------------|
| Total Vehicles (Departments – Village Hall) <sup>5</sup> | 10     | 10                | 10                 | 10               |
| Average Age of Fleet                                     | 13.4   | 14.4              | 15.4               | 16.4             |
| Preventative Maintenance (PM) - Quantity                 | 37     | 25                | 8                  | 32               |
| Breakdown Repairs - Quantity                             | 26     | 11                | 9                  | 18               |
| PM/Breakdowns – Quantity                                 | 1.42   | 2.27              | 0.90               | 1.77             |
| Fuel Consumption (Gallons)                               | Gas    | 2,562             | 1,874 <sup>7</sup> | 1,218            |
|                                                          | Diesel | n/a               | n/a                | n/a              |
| Total Expenditures Per Mile                              | 0.48   | 0.73 <sup>7</sup> | n/a <sup>8</sup>   | n/a <sup>8</sup> |

|                                                |        |                   |                    |                  |
|------------------------------------------------|--------|-------------------|--------------------|------------------|
| Total Vehicles (Water Management) <sup>6</sup> | 5      | 5                 | 5                  | 5                |
| Average Age of Fleet                           | 11.8   | 12.8              | 12.2               | 13.2             |
| Preventative Maintenance (PM) – Quantity       | 32     | 25                | 30                 | 24               |
| Breakdown Repairs – Quantity                   | 8      | 4                 | 18                 | 19               |
| PM/Breakdowns – Quantity                       | 4.00   | 6.25              | 1.66               | 1.26             |
| Fuel Consumption (Gallons)                     | Gas    | 1,514             | 1,103 <sup>7</sup> | 1,766            |
|                                                | Diesel | n/a               | n/a                | n/a              |
| Total Expenditures Per Mile                    | 0.87   | 0.93 <sup>7</sup> | n/a <sup>8</sup>   | n/a <sup>8</sup> |

<sup>1</sup>Revised Activity Measures for Vehicle Maintenance, implemented as part of the 2017 Budget process.

<sup>2</sup>The Engineering and Public Works Department has a total of 73 Vehicles which includes 26 pieces of construction equipment (two sidewalk machines not included in the CIP Budget) and four transfer or reassigned vehicles (not included in the CIP Budget). For 2016, there was addition of one pool car (reassigned vehicle, not included in CIP Budget) and retention of one old sidewalk plow (not included in CIP Budget).

<sup>3</sup>The Fire Department has a total of 19 vehicles which includes seven fire apparatus (two ladders, three pumpers and two rescue squads), three ambulances, two incident command vehicles, one pick-up truck, three utility vehicles (Fire Chief, Deputy Chief and Battalion Chief), one boat, one fire safety educational trailer, and one transfer or reassigned vehicle (not included in the CIP Budget).

<sup>4</sup>The Police Department has a total of 27 vehicles which includes 11 patrol squads, three detective squads, one parking enforcement vehicle, one community service vehicle, four seizure vehicles for surveillance and undercover operations, three unmarked squads (Police Chief, Deputy Chiefs), three transfer or reassigned vehicles (not included in the CIP Budget) and one speed enforcement trailer.

<sup>5</sup>The Departments at Village Hall have a total of 10 vehicles which includes eight transfer or reassigned vehicles (not included in the CIP Budget), one utility truck (Facilities Maintenance) and one utility vehicle (Village Engineers).

<sup>6</sup>The Water Management Department has a total of five vehicles which includes two utility vans, one pick-up truck and two transfer or reassigned vehicles (not included in the CIP Budget).

<sup>7</sup>Totals for 2017 Budget (i.e. fuel consumption and expenditures per mile) are final actuals for 9-month period extending from January to September. Final year-end totals are unavailable, attributed to the paving improvements project at Public Works and replacement of the fuel island. Employees utilized the Park District facility for fueling during the period covering October-December.

<sup>8</sup>Totals for 2018 and 2019 Budget (i.e. expenditures per mile) are unavailable, attributed to new fuel management system and ongoing transition from CFA fleet to MUNIS fleet management system.

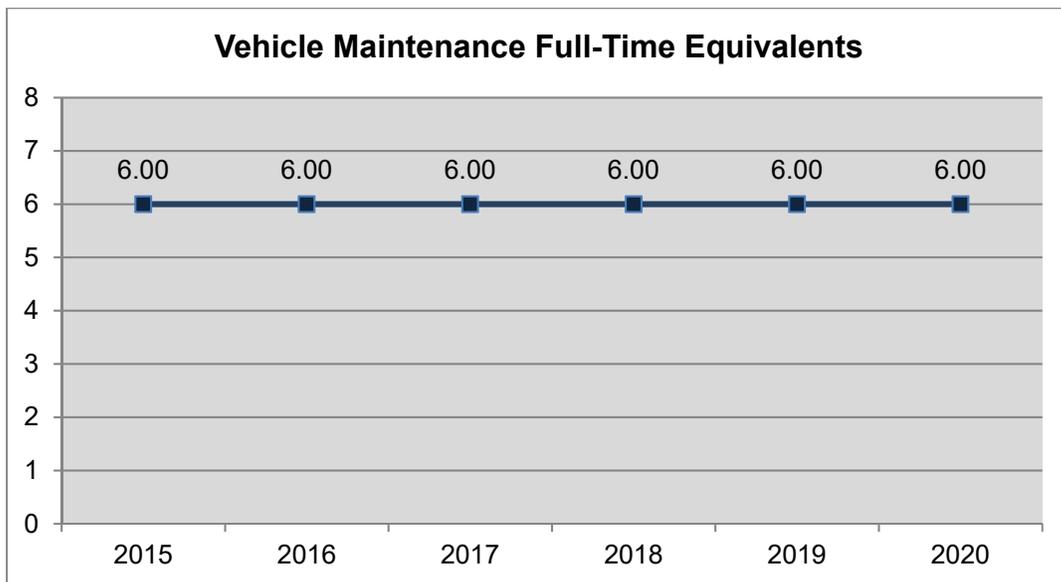
**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 11 - General Fund  
**Program:** 27 - Municipal Garage  
**Dept.:** 30 - Public Works  
**Type:** 30 - Streets & Sanitation

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 770,268           | 810,897           | 848,025           | 865,505           | 858,405                        | 899,715           |
| Contractual Services | 146,059           | 163,356           | 157,850           | 151,705           | 151,500                        | 99,155            |
| Commodities          | 302,653           | 341,690           | 365,920           | 375,440           | 392,240                        | 400,175           |
| Other Expense        | 6,773             | 6,021             | 8,740             | 8,740             | 7,490                          | 8,740             |
| Capital Outlay       | -                 | 11,245            | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>1,225,753</b>  | <b>1,333,209</b>  | <b>1,380,535</b>  | <b>1,401,390</b>  | <b>1,409,635</b>               | <b>1,407,785</b>  |

**BUDGET ANALYSIS:** The decrease in the contractual costs is due to utilizing IRMA reserves to offset the automobile insurance premium (\$59,000) in 2020. The increase in commodities is due to higher gas & oil costs.

**PERSONNEL:** There are no changes in the 2020 personnel budget.



**Village of Wilmette  
2020 Budget**

**Fund:** 11 - General Fund  
**Program:** 27 - Municipal Garage  
**Dept.:** 30 - Public Works  
**Type:** 30 - Streets & Sanitation

| Account Number                    | Description                         | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Estimated        |                  |
|-----------------------------------|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                   |                                     |                  |                  |                  |                  | Actual FY 2019   | Budget FY 2020   |
| 410100                            | Regular Salaries                    | 552,980          | 585,836          | 610,731          | 632,025          | 632,025          | 651,525          |
| 410200                            | Overtime Salaries                   | 1,872            | 5,064            | 3,937            | 2,600            | 5,500            | 6,000            |
| 415000                            | Employee Benefits                   | 215,416          | 219,997          | 229,393          | 230,880          | 220,880          | 242,190          |
| <b>Total Personnel</b>            |                                     | <b>770,268</b>   | <b>810,897</b>   | <b>844,061</b>   | <b>865,505</b>   | <b>858,405</b>   | <b>899,715</b>   |
| 421000                            | Contractual Services                | 37,678           | 34,022           | 41,923           | 40,000           | 40,000           | 40,000           |
| 422400                            | Contractual Emergency Vehicle Mai   | 48,881           | 69,181           | 70,415           | 49,385           | 49,000           | 51,635           |
| 422410                            | Maintenance - Radios                | -                | -                | -                | 200              | 1,200            | 4,400            |
| 423400                            | Vehicle Washing                     | 500              | 1,153            | 505              | 2,120            | 1,300            | 2,120            |
| 428020                            | Tellephone Service - Cellular       | -                | -                | 600              | 1,000            | 1,000            | 1,000            |
| 450100                            | Automobile Insurance Premium        | 59,000           | 59,000           | 59,000           | 59,000           | 59,000           | -                |
| <b>Total Contractual Services</b> |                                     | <b>146,059</b>   | <b>163,356</b>   | <b>172,443</b>   | <b>151,705</b>   | <b>151,500</b>   | <b>99,155</b>    |
| 430050                            | Uniform Expense                     | 2,934            | 3,331            | 3,468            | 3,700            | 4,700            | 4,500            |
| 430100                            | Supplies - Automotive Parts         | 145,298          | 140,606          | 171,628          | 151,500          | 164,000          | 154,700          |
| 430110                            | Supplies - Auto Shop                | 15,114           | 23,766           | 15,166           | 15,375           | 15,250           | 15,375           |
| 430120                            | Supplies - Veh. Striping & Safety   | 1,150            | 1,412            | 1,162            | 2,200            | 1,600            | 2,200            |
| 430122                            | Supplies - Squad Car Rehab. & Trsf. | 2,081            | -                | 1,458            | 2,700            | 2,190            | 3,100            |
| 430700                            | Gasoline & Oil                      | 133,376          | 169,575          | 186,009          | 196,965          | 201,500          | 217,300          |
| 430720                            | Mechanics' Tool Allowance           | 2,700            | 3,000            | 3,000            | 3,000            | 3,000            | 3,000            |
| <b>Total Commodities</b>          |                                     | <b>302,653</b>   | <b>341,690</b>   | <b>381,891</b>   | <b>375,440</b>   | <b>392,240</b>   | <b>400,175</b>   |
| 441000                            | Incidentals                         | 309              | 280              | 318              | 400              | 390              | 400              |
| 442000                            | Training                            | 2,440            | 1,885            | 1,901            | 3,100            | 2,900            | 3,100            |
| 446000                            | License, Title & Inspection Fees    | 4,024            | 3,856            | 4,127            | 5,240            | 4,200            | 5,240            |
| <b>Total Other Expenses</b>       |                                     | <b>6,773</b>     | <b>6,021</b>     | <b>6,346</b>     | <b>8,740</b>     | <b>7,490</b>     | <b>8,740</b>     |
| 460700-                           | Building Improvements:              |                  |                  |                  |                  |                  |                  |
| 60209                             | Under Carriage Car Wash             | -                | -                | -                | -                | -                | -                |
| 490450-                           | Other Equipment - Public Works:     |                  |                  |                  |                  |                  |                  |
| 70153                             | Vehicle Pusher                      | -                | -                | -                | -                | -                | -                |
| 70154                             | Antifreeze Flush Machine            | -                | -                | -                | -                | -                | -                |
| 70158                             | Hose Assembly System                | -                | 11,245           | -                | -                | -                | -                |
| <b>Total Capital Outlay</b>       |                                     | <b>-</b>         | <b>11,245</b>    | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>Total Program</b>              |                                     | <b>1,225,753</b> | <b>1,333,209</b> | <b>1,404,741</b> | <b>1,401,390</b> | <b>1,409,635</b> | <b>1,407,785</b> |

**Village of Wilmette  
2020 Budget**

**Distribution of Municipal Garage Expense**

| Program                     | Account No.     | FY 2016<br>Actual  | FY 2017<br>Actual  | FY 2018<br>Actual  | Fiscal Year 2019         |                    |                     | Fiscal Year 2020         |                    |
|-----------------------------|-----------------|--------------------|--------------------|--------------------|--------------------------|--------------------|---------------------|--------------------------|--------------------|
|                             |                 |                    |                    |                    | Allocation<br>Percentage | Allocated<br>Share | Estimated<br>Actual | Allocation<br>Percentage | Allocated<br>Share |
| Administration              | 11041010-440500 | \$ -               | \$ -               | \$ -               | 0.00%                    | -                  | -                   | 0.00%                    | -                  |
| Administrative Services     | 11051210-440500 | 3,650              | 2,020              | 2,120              | 0.15%                    | 2,100              | 2,110               | 0.10%                    | 1,400              |
| Community Development       | 11091845-440500 | 12,800             | 15,980             | 16,840             | 1.20%                    | 16,780             | 16,880              | 1.00%                    | 14,050             |
| Engineering                 | 11202035-440500 | 9,120              | 9,310              | 9,810              | 0.70%                    | 9,790              | 9,850               | 0.40%                    | 5,620              |
| Streets                     | 11233030-440500 | 501,734            | 559,780            | 547,093            | 39.00%                   | 545,360            | 548,605             | 32.35%                   | 454,445            |
| Tree Maintenance            | 11303030-440500 | 25,590             | 28,630             | 30,140             | 2.15%                    | 30,070             | 30,240              | 3.00%                    | 42,140             |
| Street Lighting             | 11333030-440500 | 17,060             | 20,620             | 21,730             | 1.55%                    | 21,680             | 21,800              | 1.20%                    | 16,860             |
| Building & Grounds          | 11342035-440500 | 7,920              | 9,310              | 11,240             | 0.80%                    | 11,190             | 11,250              | 0.95%                    | 13,350             |
| Police-Operations           | 11414020-440500 | 231,380            | 219,660            | 216,060            | 15.40%                   | 215,350            | 216,620             | 17.85%                   | 250,750            |
| Fire                        | 11515020-440500 | 259,400            | 284,230            | 291,810            | 20.80%                   | 290,870            | 292,580             | 23.45%                   | 329,420            |
| Health                      | 11566040-440500 | 4,270              | 2,670              | -                  | 0.00%                    | 0                  | 0                   | 0.00%                    | 0                  |
| <b>Total - General Fund</b> |                 | <b>\$1,072,924</b> | <b>\$1,152,210</b> | <b>\$1,146,843</b> | <b>81.75%</b>            | <b>\$1,143,190</b> | <b>\$1,149,935</b>  | <b>80.30%</b>            | <b>\$1,128,035</b> |
| Sewer Maintenance           | 40807090-440500 | 63,950             | 81,210             | 119,260            | 8.50%                    | 118,860            | 119,560             | 8.80%                    | 123,620            |
| <b>Total - Sewer Fund</b>   |                 | <b>\$63,950</b>    | <b>\$81,210</b>    | <b>\$119,260</b>   | <b>8.50%</b>             | <b>\$118,860</b>   | <b>\$119,560</b>    | <b>8.80%</b>             | <b>\$123,620</b>   |
| Water - Plant Operations    | 41818090-440500 | 9,120              | 8,640              | 9,110              | 0.65%                    | 9,090              | 9,140               | 1.15%                    | 16,160             |
| Water - Meter Maint.        | 41828090-440500 | 7,920              | 7,990              | 8,420              | 0.60%                    | 8,390              | 8,440               | 0.95%                    | 13,350             |
| Water - Distribution        | 41838090-440500 | 63,950             | 81,210             | 119,260            | 8.50%                    | 118,860            | 119,560             | 8.80%                    | 123,620            |
| <b>Total - Water Fund</b>   |                 | <b>\$80,990</b>    | <b>\$97,840</b>    | <b>\$136,790</b>   | <b>9.75%</b>             | <b>\$136,340</b>   | <b>\$137,140</b>    | <b>10.90%</b>            | <b>\$153,130</b>   |
| Insurance recoveries        |                 | \$7,889            | \$1,950            | \$1,848            |                          | \$3,000            | \$3,000             |                          | \$3,000            |
| <b>Total - All Funds</b>    |                 | <b>\$1,225,753</b> | <b>\$1,333,210</b> | <b>\$1,404,741</b> | <b>100.00%</b>           | <b>1,401,390</b>   | <b>\$1,409,635</b>  | <b>100.00%</b>           | <b>1,407,785</b>   |

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

**Fund:** 12 - Employee Insurance Fund

**Program:** 90 - Employee Insurance

**Dept.:** 00 - Non-Departmental

**Type:** 50 - Insurance

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 2,794,105         | 2,868,625         | 2,984,879         | 3,332,091         | 3,201,500                      | 3,468,888         |
| Contractual Services | -                 | -                 | -                 | -                 | -                              | -                 |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>2,794,105</b>  | <b>2,868,625</b>  | <b>2,984,879</b>  | <b>3,332,091</b>  | <b>3,201,500</b>               | <b>3,468,888</b>  |

**PROGRAM DESCRIPTION:** In 1998 the Village began accounting for all employee insurance expense through this internal service fund. This includes health, life and unemployment insurance. The flexible benefit program expense is also included in this program, while workers' compensation is accounted for in a separate internal service fund.

The Village currently provides the following insurance benefits to employees.

- Life Insurance: Term insurance equal to 150% of annual salary up to \$110,000.
- Unemployment Insurance: Statutory limitations.
- Health Insurance: Employees may elect to purchase single or family health insurance coverage from either a PPO or HMO provider.

Under the Village's IRS Section 125 flexible benefits plan, employees have the option to purchase health insurance from two providers: North Suburban Employee Benefit Cooperative (a PPO-type insurance program) and HMO-Illinois. Under the flexible benefits plan, the Village also pays a flex benefit allowance to each employee, which may be used to purchase health or dental insurance, or allocated to medical expense or dependent care reimbursement.

**BUDGET ANALYSIS:** The Budget provides for all employees to contribute 5% towards the cost of single health coverage premium. Those employees electing family coverage pay 20% of the difference between single and family coverage. To offset the cost of this expense, employees receive a flex allowance in the amount of \$60 per month.

The PPO rate reflects an 8% increase and the HMO rates reflects a 9.4% increase. No growth is projected for group life or unemployment compensation.

**PERSONNEL:** There are no employees assigned to this program.

**Village of Wilmette  
2020 Budget**

**Fund:** 12 - Employee Insurance Fund  
**Program:** 90 - Employee Insurance  
**Dept.:** 00 - Non-Departmental  
**Type:** 50 - Insurance

| Account Number                    | Description                                        | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|----------------------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| 413000                            | Employer Flexible Benefit<br>Plan Contribution     | 138,480           | 137,460           | 137,730           | 138,980           | 140,000                        | 140,420           |
|                                   | <b>Employee Health Insurance:</b>                  |                   |                   |                   |                   |                                |                   |
| 413010                            | Employer Premium - North<br>Suburban Benefit Co-Op | 1,320,686         | 1,547,887         | 1,747,143         | 2,103,860         | 2,005,000                      | 2,168,232         |
| 413020                            | Employer Premium - HMO-Illinois                    | 1,235,797         | 1,153,714         | 1,047,551         | 1,019,251         | 1,013,000                      | 1,090,236         |
|                                   | <b>Employee Group Life Insurance:</b>              |                   |                   |                   |                   |                                |                   |
| 414000                            | Employer Premium                                   | 37,470            | 37,221            | 37,629            | 40,000            | 38,500                         | 40,000            |
| 414010                            | Unemployment Compensation                          | 25,799            | 13,734            | 6,997             | 30,000            | 5,000                          | 30,000            |
| 414090                            | Other Employer Insurance Expense                   | 35,873            | (21,391)          | 7,829             | -                 | -                              | -                 |
| <b>Total Personnel</b>            |                                                    | <b>2,794,105</b>  | <b>2,868,625</b>  | <b>2,984,879</b>  | <b>3,332,091</b>  | <b>3,201,500</b>               | <b>3,468,888</b>  |
| <b>Total Contractual Services</b> |                                                    | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Commodities</b>          |                                                    | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Other Expenses</b>       |                                                    | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Capital Outlay</b>       |                                                    | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Program</b>              |                                                    | <b>2,794,105</b>  | <b>2,868,625</b>  | <b>2,984,879</b>  | <b>3,332,091</b>  | <b>3,201,500</b>               | <b>3,468,888</b>  |

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

**Fund:** 19 - Workers' Compensation Fund

**Program:** 92 - Workers' Compensation

**Dept.:** 00 - Non-Departmental

**Type:** 50 - Insurance

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | -                 | -                 | -                 | -                 | -                              | -                 |
| Contractual Services | 328,770           | 323,885           | 291,927           | 320,700           | 317,700                        | 156,700           |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>328,770</b>    | <b>323,885</b>    | <b>291,927</b>    | <b>320,700</b>    | <b>317,700</b>                 | <b>156,700</b>    |

**PROGRAM DESCRIPTION:** This Fund was changed to an internal service fund in 1998. The Village is a member of the Intergovernmental Risk Management Agency (IRMA) which administers the State-mandated Workers' Compensation Insurance Program for all Village employees. The estimated contribution to IRMA in 2020 is \$205,000. The IRMA contribution is split between four programs: Vehicle Maintenance (11-27), General Liability (12-91), the Water Fund (41-84) and this program. Workers' Compensation coverage is afforded to employees up to the statutory limits. The 2020 Budget includes the use of IRMA reserves to offset the Workers' Compensation premium cost.

**BUDGET ANALYSIS:** The "Employee Benefits Expense" account in each program that is assigned personnel includes the distribution of this program's expense.

**PERSONNEL:** No personnel are assigned to this program. The Village Manager's Office coordinates the filing of claims with IRMA.

**Village of Wilmette  
2020 Budget**

**Fund:** 19 - Workers' Compensation Fund  
**Program:** 92 - Workers' Compensation  
**Dept.:** 00 - Non-Departmental  
**Type:** 50 - Insurance

| Account Number                    | Description                                  | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|----------------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <b>Total Personnel</b>            |                                              | -                 | -                 | -                 | -                 | -                              | -                 |
| 450120                            | Workers' Compensation -<br>Insurance Premium | 278,800           | 278,800           | 250,800           | 278,800           | 275,800                        | 114,800           |
| 450140                            | Workers' Compensation -<br>Deductibles       | 49,970            | 45,085            | 41,127            | 41,900            | 41,900                         | 41,900            |
| <b>Total Contractual Services</b> |                                              | <b>328,770</b>    | <b>323,885</b>    | <b>291,927</b>    | <b>320,700</b>    | <b>317,700</b>                 | <b>156,700</b>    |
| <b>Total Commodities</b>          |                                              | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Other Expenses</b>       |                                              | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Capital Outlay</b>       |                                              | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Program</b>              |                                              | <b>328,770</b>    | <b>323,885</b>    | <b>291,927</b>    | <b>320,700</b>    | <b>317,700</b>                 | <b>156,700</b>    |

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

**Fund:** 35 - Illinois Municipal Retirement Fund

**Program:** 00 - Non-Departmental

**Dept.:** 00 - Non-Departmental

**Type:** 95 - Pension

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 2,000,407         | 2,027,992         | 2,122,951         | 1,967,080         | 1,945,000                      | 2,271,060         |
| Contractual Services | -                 | -                 | -                 | -                 | -                              | -                 |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>2,000,407</b>  | <b>2,027,992</b>  | <b>2,122,951</b>  | <b>1,967,080</b>  | <b>1,945,000</b>               | <b>2,271,060</b>  |

**PROGRAM DESCRIPTION:** This program provides the funds to meet the statutory obligations of the Illinois Municipal Retirement Fund (IMRF) Act. IMRF provides retirement and disability benefits for full-time municipal employees (except for sworn Fire and Police Department personnel who are covered under a local pension plan). The employer's share of Social Security (FICA) expense and Medicare expense are also included in this program.

In 1998, this fund was changed to an internal service fund. The employer's expense for IMRF, FICA and Medicare is reflected in this fund and distributed to those programs with a personnel expense and is reflected as a "fringe benefit expense".

Due to poor investment performance in 2008, the funding level of the IMRF pension fund dropped substantially, requiring employers to increase future contributions to recoup the losses to the fund (note – there is a two-year lag in setting employer rates – i.e. the 2012 rate was established in 2011 based upon 2010 results). In light of the impact of increased pension contributions on employers throughout the State, IMRF allowed employers an alternative to the actuarially computed rate beginning in 2010. The alternative allows employers to "cap" their rate growth to 10%. The Village Board approved using the 10% capped contribution rate in 2010 and completed the program in 2013.

The 2019 rate decreased from 11.60% to 9.1% due to favorable investment returns (this was an anticipated one-year rate reduction). For 2020, IMRF is reducing their assumed rate of return from 7.5% to 7.25%. Accordingly, the Village's 2020 rate increased from 9.1% to 11.21% (ten-year average is 11.1%), resulting in a \$269,370 budget increase. The Village's IMRF funding level is 88% at December 31, 2018.

**BUDGET ANALYSIS:** State law establishes the requirement for municipal employees who meet certain criteria to be covered under IMRF. The Village contribution rate for participating employees in 2020 is projected at 18.86% (11.21% for IMRF plus 7.65% for FICA and Medicare subject to the applicable FICA ceiling). The Village rate for employees not eligible to participate in any of the Village's pension plans is 7.65% (FICA and Medicare subject to the applicable FICA ceiling).

**Village of Wilmette  
2020 Budget**

**Fund:** 35 - Illinois Municipal Retirement Fund  
**Program:** 00 - Non-Departmental  
**Dept.:** 00 - Non-Departmental  
**Type:** 95 - Pension

| Account Number                    | Description               | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated         |                   |
|-----------------------------------|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                   |                           |                   |                   |                   |                   | Actual<br>FY 2019 | Budget<br>FY 2020 |
| 412000                            | Employer IMRF Expense     | 1,139,374         | 1,133,085         | 1,200,252         | 980,320           | 975,000           | 1,249,690         |
| 412010                            | Employer FICA Expense     | 583,118           | 610,992           | 629,740           | 675,270           | 670,000           | 700,350           |
| 412020                            | Employer Medicare Expense | 277,915           | 283,915           | 292,959           | 311,490           | 300,000           | 321,020           |
| <b>Total Personnel</b>            |                           | <b>2,000,407</b>  | <b>2,027,992</b>  | <b>2,122,951</b>  | <b>1,967,080</b>  | <b>1,945,000</b>  | <b>2,271,060</b>  |
| <b>Total Contractual Services</b> |                           | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>Total Commodities</b>          |                           | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>Total Other Expenses</b>       |                           | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>Total Capital Outlay</b>       |                           | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>Total Program</b>              |                           | <b>2,000,407</b>  | <b>2,027,992</b>  | <b>2,122,951</b>  | <b>1,967,080</b>  | <b>1,945,000</b>  | <b>2,271,060</b>  |

## Village of Wilmette

### FY 2020 Budget

### Budget Summary

**Fund:** 39 - Section 105 Fund  
**Program:** 00 - Non-Departmental  
**Dept.:** 00 - Non-Departmental  
**Type:** 95 - Pension

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 248,512           | 206,256           | 267,709           | 300,000           | 300,000                        | 300,000           |
| Contractual Services | -                 | -                 | -                 | -                 | -                              | -                 |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>248,512</b>    | <b>206,256</b>    | <b>267,709</b>    | <b>300,000</b>    | <b>300,000</b>                 | <b>300,000</b>    |

**PROGRAM DESCRIPTION:** This fund was created in 2003 to account for the Village's Section 105 Plans that have been negotiated between the Village and the collective bargaining units for the Police Officers and Firefighters. A similar plan also exists for non-union employees. Under these Plans, the Village makes lump-sum amounts available to qualifying retirees based upon their longevity and their unused sick leave. The employees may then use this money for post-retirement health insurance premiums and other medical expense reimbursements. Non-union and Police Union employees hired after January 1, 2016 are no longer eligible for this benefit.

**BUDGET ANALYSIS:** The Village's independent actuary will annually determine the employer contribution to fund this program. That contribution is reflected as revenue in this Fund and as employee benefit expense throughout all of the operational expense programs in the budget. As of December 31, 2018, the Fund had an actuarial liability of \$2,341,301 and assets of \$67,395 (a 2.9% funding level). In 2014 the Village changed the way it accounted for the Section 105 Plan to record 100% of the actual liability for retirees separate from the Actuarial Liability for Active Employees. Under this previous method, the current funded ratio would be 35.3%.

The contribution history for the fund is:

| <u>Year</u> | <u>Amount</u> | <u>Year</u> | <u>Amount</u> |
|-------------|---------------|-------------|---------------|
| 2009        | 148,800       | 2015        | 250,700       |
| 2010        | 165,000       | 2016        | 248,000       |
| 2011        | 180,000       | 2017        | 249,000       |
| 2012        | 190,000       | 2018        | 253,000       |
| 2013        | 217,500       | 2019        | 272,000       |
| 2014        | 260,000       | 2020        | 260,010       |

The contribution reduction in 2020 is a result of favorable investment returns.

**PERSONNEL:** There are no employees assigned to this program.

**Village of Wilmette  
2020 Budget**

**Fund:** 39 - Section 105 Fund  
**Program:** 00 - Non-Departmental  
**Dept.:** 00 - Non-Departmental  
**Type:** 95 - Pension

| Account Number                    | Description                        | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| 413040                            | Retiree Health Insurance           | -                 | -                 | -                 | -                 | -                              | -                 |
| 417500                            | Section 105 Medical Reimbursements | 248,512           | 206,256           | 267,709           | 300,000           | 300,000                        | 300,000           |
| <b>Total Personnel</b>            |                                    | <b>248,512</b>    | <b>206,256</b>    | <b>267,709</b>    | <b>300,000</b>    | <b>300,000</b>                 | <b>300,000</b>    |
| <b>Total Contractual Services</b> |                                    | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>                       | <b>-</b>          |
| <b>Total Commodities</b>          |                                    | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>                       | <b>-</b>          |
| <b>Total Other Expenses</b>       |                                    | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>                       | <b>-</b>          |
| <b>Total Capital Outlay</b>       |                                    | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>                       | <b>-</b>          |
| <b>Total Program</b>              |                                    | <b>248,512</b>    | <b>206,256</b>    | <b>267,709</b>    | <b>300,000</b>    | <b>300,000</b>                 | <b>300,000</b>    |

## MISCELLANEOUS FUNDS

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**General Debt Service Fund** is used to accumulate monies for the payment of principal, interest and fiscal charges for the Village's tax supported bond issues. This fund is used to account for the revenues and expenditures related to the retirement of general obligation bond issues.

Complete schedules of all outstanding debt service are contained in a supplemental section of the budget.

**Motor Fuel Tax Fund** accounts for the expenditure of the Village's allocation of the State Motor Fuel Tax. These monies are restricted to street construction repairs and improvements and related items.

**Parking Meter Fund** accounts for the expenditure of revenues derived from parking lots owned or leased by the Village. These revenues are used to operate and maintain these lots.

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 16 - General Debt Service Fund  
**Program:** 93 - Debt Service  
**Dept.:** 00 - Non-Departmental  
**Type:** 80 - Debt Service

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | -                 | -                 | -                 | -                 | -                              | -                 |
| Contractual Services | 3,439,547         | 3,349,173         | 3,742,115         | 3,682,000         | 3,678,000                      | 3,702,000         |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>3,439,547</b>  | <b>3,349,173</b>  | <b>3,742,115</b>  | <b>3,682,000</b>  | <b>3,678,000</b>               | <b>3,702,000</b>  |

**PROGRAM DESCRIPTION:** This program provides for the principal, interest and fees associated with the annual debt service for bond issuances that financed General Fund capital projects.

**BUDGET ANALYSIS:** The Village will have four General Obligation (G.O.) Bond Issues outstanding for which the General Debt Service Fund will accomplish all or a portion of the required the debt service costs. Those issuances are:

The G.O. Series 2007 Issue. A portion of the issuance, \$10 million, was used to fund new and ongoing projects such as the Village Wide Enhanced Street Resurfacing program, the Sheridan Road improvement project, the second phase expansion of the Public Works Facility and certain large equipment purchases. A portion of the issuance, \$1.735 million, was used to advance refund the outstanding balance of the Series 2000 Issue related to the General Fund.

The G.O. Series 2009 Issue. A portion of the issuance, \$1.59 million, financed the remaining costs of the Sheridan Road improvements and Public Works Facility expansion not covered by the 2007 issue.

The G.O. Series 2010 Issue. A portion of the issuance, \$1.475 million, was used to finance street and alley improvements, Public Works facility improvements and heavy equipment purchases. A portion of the issuance, \$21.805 million, was used to advance refunded outstanding Series 2002 issue related to the General Fund.

The G.O. Series 2013 Issue. The issuance financed \$1 million of alley improvement work on those alleys rated to be in "Failed" or "Poor" condition.

In 2017, a new bond issue was completed in the amount of approximately \$5 million to fund various building improvements outlined in 11-95. These funds will be exhausted in FY 2019 or 2020. A new bond issue in the amount of \$2.4 million is anticipated in 2021 or 2022 to pay for the Village's share of the Central Avenue reconstruction project.

**PERSONNEL:** There are no employees assigned to this program.

**Village of Wilmette  
2020 Budget**

**Fund:** 16 - General Debt Service Fund  
**Program:** 93 - Debt Service  
**Dept.:** 00 - Non-Departmental  
**Type:** 80 - Debt Service

| Account Number                    | Description                   | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|-------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <b>Total Personnel</b>            |                               | -                 | -                 | -                 | -                 | -                              | -                 |
| 450010                            | Registrar / Paying Agent Fees | 750               | -                 | 1,750             | 2,000             | 2,000                          | 2,000             |
| 450020                            | Bond Issuance Expense         | -                 | -                 | -                 | -                 | -                              | -                 |
| 450030                            | Bond Retirement               | 2,385,000         | 2,435,000         | 2,730,000         | 2,780,000         | 2,780,000                      | 2,885,000         |
| 450060                            | Interest Expense              | 1,053,797         | 914,173           | 1,010,365         | 900,000           | 896,000                        | 815,000           |
| <b>Total Contractual Services</b> |                               | <b>3,439,547</b>  | <b>3,349,173</b>  | <b>3,742,115</b>  | <b>3,682,000</b>  | <b>3,678,000</b>               | <b>3,702,000</b>  |
| <b>Total Commodities</b>          |                               | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Other Expenses</b>       |                               | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Capital Outlay</b>       |                               | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Program</b>              |                               | <b>3,439,547</b>  | <b>3,349,173</b>  | <b>3,742,115</b>  | <b>3,682,000</b>  | <b>3,678,000</b>               | <b>3,702,000</b>  |

# Village of Wilmette

FY 2020 Budget

Budget Summary

**Fund:** 22 - Motor Fuel Tax Fund

**Program:** 63 - Motor Fuel Tax

**Dept.:** 20 - Engineering

**Type:** 70 - Capital Outlay

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | -                 | -                 | -                 | -                 | -                              | -                 |
| Contractual Services | -                 | -                 | -                 | -                 | -                              | -                 |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | 923,500           | 700,000           | 700,000           | 700,000           | 700,000                        | 1,200,000         |
| <b>Program Total</b> | <b>923,500</b>    | <b>700,000</b>    | <b>700,000</b>    | <b>700,000</b>    | <b>700,000</b>                 | <b>1,200,000</b>  |

**PROGRAM DESCRIPTION:** This program funds street improvement projects in accordance with state guidelines on use of motor fuel tax (MFT) revenue. Illinois municipalities are allocated MFT funds based on population. In 2019 the State raised its share of the fuel tax, thus providing additional revenue to municipalities.

**BUDGET ANALYSIS:** The Budget includes \$1,200,000 for the annual street resurfacing program (additional funds are allocated in 11-20).

**PERSONNEL:** There are no employees assigned to this program.

**Village of Wilmette  
2020 Budget**

**Fund:** 22 - Motor Fuel Tax Fund  
**Program:** 63 - Motor Fuel Tax  
**Dept.:** 20 - Engineering  
**Type:** 70 - Capital Outlay

| Account Number                    | Description                    | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|--------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <b>Total Personnel</b>            |                                | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Contractual Services</b> |                                | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Commodities</b>          |                                | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Other Expenses</b>       |                                | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>470100</b>                     | <b>Infrastructure - Roads:</b> |                   |                   |                   |                   |                                |                   |
| 80190                             | Other Street & Roadway Improv. | 923,500           | 700,000           | 700,000           | 700,000           | 700,000                        | 1,200,000         |
| <b>Total Capital Outlay</b>       |                                | <b>923,500</b>    | <b>700,000</b>    | <b>700,000</b>    | <b>700,000</b>    | <b>700,000</b>                 | <b>1,200,000</b>  |
| <b>Total Program</b>              |                                | <b>923,500</b>    | <b>700,000</b>    | <b>700,000</b>    | <b>700,000</b>    | <b>700,000</b>                 | <b>1,200,000</b>  |

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 23 - Parking Meter Fund  
**Program:** 75 - Public Parking - Village Center  
**Dept.:** 30 - Public Works  
**Type:** 90 - Enterprise

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 110,642           | 48,277            | 67,422            | 71,170            | 69,420                         | 74,900            |
| Contractual Services | 64,410            | 71,043            | 77,664            | 82,630            | 94,190                         | 97,990            |
| Commodities          | 15,506            | 15,681            | 14,631            | 20,570            | 17,980                         | 20,570            |
| Other Expense        | 41,296            | 45,782            | 44,311            | 53,375            | 53,375                         | 53,375            |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>231,854</b>    | <b>180,783</b>    | <b>204,028</b>    | <b>227,745</b>    | <b>234,965</b>                 | <b>246,835</b>    |

**PROGRAM DESCRIPTION:** This program provides funds necessary to operate the various public parking facilities in the Village. These include the main commuter lot at the Metra station, two auxiliary parking facilities along Poplar Drive, the Park Avenue lot, the leased St. Augustine's Church lot, the 11th Street lot, the Veteran's Park lot and the Masonic Temple lot. This program is an Enterprise Fund in that revenues received as a result of this program are used to cover the related operational expenses.

**HISTORY OF RATE INCREASES:**

| Year      | From   | To     |
|-----------|--------|--------|
| 1978/1979 | 25¢    | 50¢    |
| 1988      | 50¢    | \$1.00 |
| 2002      | \$1.00 | \$1.50 |
| 2005      | \$1.50 | \$1.75 |
| 2009      | \$1.75 | \$2.00 |
| 2017      | \$2.00 | \$2.50 |
| 2020      | \$2.50 | \$2.55 |

**BUDGET ANALYSIS:** The rate increase in 2020 is needed to fund the new stormwater utility costs. As the stormwater utility rate increases over time additional parking rate increases will also be needed.

**PERSONNEL:** The personnel in this program have been shown in the Street Division program (11-23).

**Village of Wilmette  
2020 Budget**

**Fund:** 23 - Parking Meter Fund  
**Program:** 75 - Public Parking - Village Center  
**Dept.:** 30 - Public Works  
**Type:** 90 - Enterprise

| Account Number                    | Description                        | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated      |                |
|-----------------------------------|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
|                                   |                                    |                |                |                |                | Actual FY 2019 | Budget FY 2020 |
| 410100                            | Regular Salaries                   | 80,507         | 35,760         | 47,357         | 48,400         | 48,400         | 49,250         |
| 410200                            | Overtime Salaries                  | 328            | -              | -              | 2,250          | 500            | 2,250          |
| 415000                            | Employee Benefits                  | 29,807         | 12,517         | 20,065         | 20,520         | 20,520         | 23,400         |
| <b>Total Personnel</b>            |                                    | <b>110,642</b> | <b>48,277</b>  | <b>67,422</b>  | <b>71,170</b>  | <b>69,420</b>  | <b>74,900</b>  |
| 420150                            | Bank Charges                       | 25,923         | 37,421         | 38,079         | 37,000         | 40,000         | 45,000         |
| 421175                            | Contract. Services - R.R. Property | 28,742         | 28,053         | 26,348         | 29,150         | 38,000         | 36,510         |
| 421200                            | Contractual Snow Removal           | 9,745          | 5,569          | 13,237         | 16,480         | 16,190         | 16,480         |
| <b>Total Contractual Services</b> |                                    | <b>64,410</b>  | <b>71,043</b>  | <b>77,664</b>  | <b>82,630</b>  | <b>94,190</b>  | <b>97,990</b>  |
| 430140                            | Supplies - Buildings               | 435            | 444            | 308            | 400            | 400            | 400            |
| 430190                            | Supplies - Grounds (Village PMF)   | 1,733          | 2,775          | 1,725          | 4,370          | 3,580          | 4,370          |
| 430200                            | Supplies - Grounds (R.R. PMF)      | 2,000          | 2,000          | 1,023          | 2,000          | 2,000          | 2,000          |
| 430350                            | Building Repairs                   | -              | -              | -              | -              | -              | -              |
| 430515                            | METRA Station Power                | 4,990          | 4,908          | 4,844          | 5,000          | 4,950          | 5,000          |
| 430560                            | METRA Station Heating Gas          | 1,022          | 1,046          | 1,386          | 1,500          | 1,500          | 1,500          |
| 430520                            | Parking Lot Lighting Power         | 4,008          | 3,798          | 4,075          | 5,400          | 4,100          | 5,400          |
| 430800                            | Parking Meter Parts - Village      | -              | -              | -              | 400            | -              | 400            |
| 430810                            | Parking Meter Parts - R.R.         | 1,318          | 710            | 1,270          | 1,500          | 1,450          | 1,500          |
| <b>Total Commodities</b>          |                                    | <b>15,506</b>  | <b>15,681</b>  | <b>14,631</b>  | <b>20,570</b>  | <b>17,980</b>  | <b>20,570</b>  |
| 448510                            | Rent - Commuter Lot                | 32,407         | 36,439         | 34,694         | 47,500         | 47,500         | 47,500         |
| 448520                            | Rent - Poplar Lots                 | 5,654          | 6,668          | 6,517          | 2,800          | 2,800          | 2,800          |
| 448530                            | Rent - St. Augustine Lot           | 2,400          | 1,995          | 2,300          | 2,400          | 2,400          | 2,400          |
| 448540                            | Rent - Masonic Temple              | 835            | 680            | 800            | 675            | 675            | 675            |
| <b>Total Other Expenses</b>       |                                    | <b>41,296</b>  | <b>45,782</b>  | <b>44,311</b>  | <b>53,375</b>  | <b>53,375</b>  | <b>53,375</b>  |
| <b>Total Capital Outlay</b>       |                                    | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>Total Program</b>              |                                    | <b>231,854</b> | <b>180,783</b> | <b>204,028</b> | <b>227,745</b> | <b>234,965</b> | <b>246,835</b> |

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

**Fund:** 23 - Parking Meter Fund  
**Program:** 76 - Public Parking - CTA Station  
**Dept.:** 30 - Public Works  
**Type:** 90 - Enterprise

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 62,461            | 39,669            | 60,764            | 62,815            | 62,490                         | 65,050            |
| Contractual Services | 14,666            | 11,315            | 39,871            | 24,405            | 23,835                         | 27,520            |
| Commodities          | 1,299             | 1,497             | 2,291             | 3,750             | 3,500                          | 3,750             |
| Other Expense        | 65,225            | 66,421            | 62,579            | 64,500            | 64,500                         | 64,500            |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>143,651</b>    | <b>118,902</b>    | <b>165,505</b>    | <b>155,470</b>    | <b>154,325</b>                 | <b>160,820</b>    |

**PROGRAM DESCRIPTION:** This program provides for the allowable expenses related to the parking facility at the Fourth and Linden Chicago Transit Authority (CTA) terminal as defined by the intergovernmental agreement between the Village and the CTA. Allowable expenses include maintenance and repairs, a pro-rata cost of salaries of those Village employees who maintain the facilities, contractual services, and electricity to light the parking lots.

The Village collects fees paid by the users of the parking lots and pays expenses of maintaining these lots and station grounds. Revenues from this program include parking meter fees and CTA parking permits of which the Village receives 60% and the CTA receives 40%.

#### HISTORY OF RATE INCREASES:

| Year | From   | To     |
|------|--------|--------|
| 2005 | \$1.50 | \$2.00 |
| 2008 | \$2.00 | \$3.00 |
| 2009 | \$3.00 | \$4.00 |
| 2020 | \$4.00 | \$4.10 |

**BUDGET ANALYSIS:** The increase in Contractual Services is attributed to credit card fees for the pay-by-space parking stations. The rate increase in 2020 is needed to fund the new stormwater utility costs. As the stormwater utility rate increases over time additional parking rate increases will also be needed.

**PERSONNEL:** The personnel in this program have been shown in the Street Division program (11-23).

**Village of Wilmette  
2020 Budget**

**Fund:** 23 - Parking Meter Fund  
**Program:** 76 - Public Parking - CTA Station  
**Dept.:** 30 - Public Works  
**Type:** 90 - Enterprise

| Account Number                    | Description                | Estimated      |                |                |                |                |                |
|-----------------------------------|----------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
|                                   |                            | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Actual FY 2019 | Budget FY 2020 |
| 410100                            | Regular Salaries           | 44,144         | 29,258         | 42,421         | 42,725         | 42,725         | 43,925         |
| 410200                            | Overtime Salaries          | -              | -              | 363            | 500            | 175            | 575            |
| 415000                            | Employee Benefits          | 18,317         | 10,411         | 17,980         | 19,590         | 19,590         | 20,550         |
| <b>Total Personnel</b>            |                            | <b>62,461</b>  | <b>39,669</b>  | <b>60,764</b>  | <b>62,815</b>  | <b>62,490</b>  | <b>65,050</b>  |
| 420150                            | Bank Charges               | 4,258          | 4,389          | 5,084          | 6,100          | 6,100          | 7,500          |
| 421000                            | Contractual Services       | 2,006          | 2,006          | 25,189         | 5,000          | 4,120          | 6,715          |
| 421150                            | Contr. Grounds Maintenance | 1,276          | 1,537          | 939            | 4,120          | 3,980          | 4,120          |
| 421200                            | Contractual Snow Removal   | 5,797          | 3,313          | 7,874          | 9,185          | 9,635          | 9,185          |
| 422400                            | Equipment Repairs          | 1,329          | 70             | 785            | -              | -              | -              |
| <b>Total Contractual Services</b> |                            | <b>14,666</b>  | <b>11,315</b>  | <b>39,871</b>  | <b>24,405</b>  | <b>23,835</b>  | <b>27,520</b>  |
| 430400                            | Materials                  | 1,299          | 1,497          | 2,291          | 3,750          | 3,500          | 3,750          |
| <b>Total Commodities</b>          |                            | <b>1,299</b>   | <b>1,497</b>   | <b>2,291</b>   | <b>3,750</b>   | <b>3,500</b>   | <b>3,750</b>   |
| 448550                            | Rent - CTA                 | 65,225         | 66,421         | 62,579         | 64,500         | 64,500         | 64,500         |
| <b>Total Other Expenses</b>       |                            | <b>65,225</b>  | <b>66,421</b>  | <b>62,579</b>  | <b>64,500</b>  | <b>64,500</b>  | <b>64,500</b>  |
| <b>Total Capital Outlay</b>       |                            | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>Total Program</b>              |                            | <b>143,651</b> | <b>118,902</b> | <b>165,505</b> | <b>155,470</b> | <b>154,325</b> | <b>160,820</b> |

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

**Fund:** 23 - Parking Meter Fund

**Program:** 77 - Public Parking - Burmeister Parking Facility

**Dept.:** 30 - Public Works

**Type:** 90 - Enterprise

| <b>Expenditure Category</b> | <b>Actual<br/>FY 2016</b> | <b>Actual<br/>FY 2017</b> | <b>Actual<br/>FY 2018</b> | <b>Budget<br/>FY 2019</b> | <b>Estimated<br/>Actual<br/>FY 2019</b> | <b>Budget<br/>FY 2020</b> |
|-----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------------------|---------------------------|
| Personnel Services          | -                         | -                         | -                         | -                         | -                                       | -                         |
| Contractual Services        | 2,417                     | 1,731                     | 4,264                     | 4,210                     | 4,200                                   | 4,525                     |
| Commodities                 | 3,216                     | 1,468                     | 2,155                     | 3,000                     | 2,200                                   | 2,600                     |
| Other Expense               | -                         | -                         | -                         | -                         | -                                       | -                         |
| Capital Outlay              | -                         | -                         | -                         | -                         | -                                       | -                         |
| <b>Program Total</b>        | <b>5,633</b>              | <b>3,199</b>              | <b>6,419</b>              | <b>7,210</b>              | <b>6,400</b>                            | <b>7,125</b>              |

**PROGRAM DESCRIPTION:** This program covers expenses associated with the Burmeister parking facility. The Burmeister Lot has 67 spaces below grade for permit parking for businesses and 46 spaces above grade for downtown shoppers. Construction of the \$1.7 million parking facility was financed by a 1997 General Obligation Bond Issue (refinanced with the 2004 bond issue). The debt was repaid from parking permit revenue and cellular lease revenue (transferred from the General Fund) and was fully retired in 2011.

**BUDGET ANALYSIS:** There are no significant changes in the 2020 budget.

**Village of Wilmette  
2020 Budget**

**Fund:** 23 - Parking Meter Fund  
**Program:** 77 - Public Parking - Burmeister Parking Facility  
**Dept.:** 30 - Public Works  
**Type:** 90 - Enterprise

| Account Number                    | Description                 |                |                |                |                |                | Estimated      |  |
|-----------------------------------|-----------------------------|----------------|----------------|----------------|----------------|----------------|----------------|--|
|                                   |                             | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Actual FY 2019 | Budget FY 2020 |  |
| <b>Total Personnel</b>            |                             | -              | -              | -              | -              | -              | -              |  |
| 421000                            | Contractual Services        | 2,417          | 1,731          | 4,264          | 4,210          | 4,200          | 4,525          |  |
| <b>Total Contractual Services</b> |                             | <b>2,417</b>   | <b>1,731</b>   | <b>4,264</b>   | <b>4,210</b>   | <b>4,200</b>   | <b>4,525</b>   |  |
| 430400                            | Materials                   | 979            | -              | 484            | 500            | 500            | 500            |  |
| 430520                            | Parking Lot Lighting Power  | 2,237          | 1,468          | 1,671          | 2,500          | 1,700          | 2,100          |  |
| <b>Total Commodities</b>          |                             | <b>3,216</b>   | <b>1,468</b>   | <b>2,155</b>   | <b>3,000</b>   | <b>2,200</b>   | <b>2,600</b>   |  |
| <b>Total Other Expenses</b>       |                             | -              | -              | -              | -              | -              | -              |  |
| 490650                            | <b>Other Equipment:</b>     |                |                |                |                |                |                |  |
| 70490                             | Surveillance Video Equipmer | -              | -              | -              | -              | -              | -              |  |
| <b>Total Capital Outlay</b>       |                             | -              | -              | -              | -              | -              | -              |  |
| <b>Total Program</b>              |                             | <b>5,633</b>   | <b>3,199</b>   | <b>6,419</b>   | <b>7,210</b>   | <b>6,400</b>   | <b>7,125</b>   |  |

## **PENSION AND TRUST FUNDS**

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**Firefighter's Pension Fund** accounts for the benefit payments and administrative expenses of the statutory pension plan. All sworn firefighting personnel are covered under this pension plan. This plan is administered locally. The resources used to finance this plan are the Village's employer contribution, employee contributions, and investment income.

**Police Pension Fund** accounts for the benefit payments and administrative expenses of the statutory pension plan. All sworn police personnel are covered under this pension plan. This plan is administered locally. The resources used to finance this plan are the Village's employer contribution, employee contributions, and investment income.

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund: 33 - Firefighter's Pension Fund**  
**Program: 00 - Non-Departmental**  
**Dept.: 00 - Non-Departmental**  
**Type: 95 - Pension**

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 3,584,863         | 3,845,414         | 4,023,616         | 4,413,100         | 4,213,000                      | 4,650,000         |
| Contractual Services | 144,236           | 83,105            | 92,122            | 148,700           | 124,000                        | 156,000           |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | 9,230             | 8,000             | 9,900             | 13,000            | 10,000                         | 13,000            |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>3,738,329</b>  | <b>3,936,519</b>  | <b>4,125,638</b>  | <b>4,574,800</b>  | <b>4,347,000</b>               | <b>4,819,000</b>  |

**PROGRAM DESCRIPTION:** This program provides funding for the Firefighter's Pension Fund as mandated by State law. The Firefighter's Pension Fund provides retirement and disability benefits for Wilmette Fire Department personnel in accordance with criteria as outlined under the State statutes. The Fund is controlled by the Wilmette Firefighter's Pension Fund Board of Trustees. As of 2006 the composition of this Board consists of two active firefighters elected by the active firefighters, one retired firefighter elected by the retired firefighters or their beneficiaries, and two citizens at large appointed by the Village Board of Trustees. The Pension Board is the official custodian of the fund and is responsible for the investment and payouts from the fund. The Village Treasurer will remain an ex-officio member of the Board and the fiscal agent for this fund.

**BUDGET ANALYSIS:** Income for this fund is from participating employees' contribution of 9.455% of salaries as required by State law and interest income from investment of assets. The employer's share is shown as a contribution from the General Fund and is included in the Fire Department (11-51) employee fringe benefit expense. An independent actuarial study is used to determine the amount of the employer contribution. In 2007 and 2008, the actuarial assumptions were reviewed and the Village Board along with the Fire and Police Pension Boards determined that the salary growth assumption would be increased from 5% to 5.5%; the mortality and retirement rate assumptions were modified to reflect more realistic life expectancy and retirement ages; and the expected rate of return was to be decreased by .05% per year for a five-year period to get to 7.25% from 7.50%. In 2012, the State of Illinois updated its assumptions for mortality rates, termination rates, disability rates, and spousal age. These new assumptions were more conservative than those previously used by the Village and thus it was appropriate to adopt them. In 2019, the Village Board determined to change the public safety pension funding strategy by transitioning (from fiscal years 2020 – 2024) to a 15-year rolling amortization. The change is intended to level-off future contribution increases and begin to pay down the fund's unfunded liability.

According to the independent actuary's report, as of December 31, 2018, the Fund accrued liabilities of \$77.6 million and assets of \$47.2 million (a 61% funding level).

Since the Firefighters' Pension Fund is a defined benefit plan, the expenditures budget is reflective of the actual payments to be made. Investment losses and legislative enhancements of pension benefits will result in increases of the employer's contribution. The Village's employer contribution of \$3,039,000 reflects a 7.7% increase.

**Village of Wilmette  
2020 Budget**

**Fund:** 33 - Firefighter's Pension Fund  
**Program:** 00 - Non-Departmental  
**Dept.:** 00 - Non-Departmental  
**Type:** 95 - Pension

| Account Number                    | Description                    | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|--------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| 411000                            | Pension Payments               | 3,584,863         | 3,825,304         | 4,023,616         | 4,363,100         | 4,213,000                      | 4,600,000         |
| 411010                            | Pension Contribution Refunds   | -                 | 20,110            | -                 | 50,000            | -                              | 50,000            |
| <b>Total Personnel</b>            |                                | <b>3,584,863</b>  | <b>3,845,414</b>  | <b>4,023,616</b>  | <b>4,413,100</b>  | <b>4,213,000</b>               | <b>4,650,000</b>  |
| 420020                            | Professional Services          | 139,987           | 79,635            | 88,622            | 144,500           | 120,000                        | 150,000           |
| 420100                            | Annual Audit                   | 3,000             | 3,375             | 3,500             | 4,000             | 4,000                          | 6,000             |
| 420150                            | Bank Charges                   | 1,249             | 95                | -                 | 200               | -                              | -                 |
| <b>Total Contractual Services</b> |                                | <b>144,236</b>    | <b>83,105</b>     | <b>92,122</b>     | <b>148,700</b>    | <b>124,000</b>                 | <b>156,000</b>    |
| <b>Total Commodities</b>          |                                | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>                       | <b>-</b>          |
| 447500                            | D.O.I. State Report Filing Fee | 8,000             | 8,000             | 8,000             | 10,000            | 8,000                          | 8,000             |
| 447550                            | Other Pension Admin. Exp.      | 1,230             | -                 | 1,900             | 3,000             | 2,000                          | 5,000             |
| <b>Total Other Expenses</b>       |                                | <b>9,230</b>      | <b>8,000</b>      | <b>9,900</b>      | <b>13,000</b>     | <b>10,000</b>                  | <b>13,000</b>     |
| <b>Total Capital Outlay</b>       |                                | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>                       | <b>-</b>          |
| <b>Total Program</b>              |                                | <b>3,738,329</b>  | <b>3,936,519</b>  | <b>4,125,638</b>  | <b>4,574,800</b>  | <b>4,347,000</b>               | <b>4,819,000</b>  |

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund: 34 - Police Pension Fund**  
**Program: 00 - Non-Departmental**  
**Dept.: 00 - Non-Departmental**  
**Type: 95 - Pension**

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 2,727,692         | 3,077,212         | 3,381,115         | 3,869,300         | 3,717,000                      | 4,124,000         |
| Contractual Services | 100,881           | 99,333            | 95,057            | 148,700           | 124,000                        | 156,000           |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | 9,895             | 9,145             | 9,069             | 13,000            | 10,000                         | 13,000            |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>2,838,468</b>  | <b>3,185,690</b>  | <b>3,485,241</b>  | <b>4,031,000</b>  | <b>3,851,000</b>               | <b>4,293,000</b>  |

**PROGRAM DESCRIPTION:** This program provides funding for the Police Pension Fund as mandated by State law. The Wilmette Police Pension Fund provides retirement and disability benefits in accordance with criteria outlined under the state statutes and covers only personnel employed as sworn police officers by the Village of Wilmette. The pension fund is controlled by the Wilmette Police Pension Board of Trustees which consists of two active police officers elected by the active police officers, one retired police officer elected by the retired police officers or their beneficiaries, and two citizens at large appointed by the Village Board of Trustees. The Village Treasurer is an ex-officio member and acts as the fiscal agent for this fund

**BUDGET ANALYSIS:** Income for this fund is from participating employees' contribution of 9.91% of the salaries as specified by State regulations and interest income from investment of assets. An independent actuarial study is used to determine the amount of the employer's contribution and the Village has historically always made the contribution as recommended by the actuary. In 2007 and 2008, the actuarial assumptions were reviewed and the Village Board along with the Fire and Police Pension Boards determined that the salary growth assumption would be increased from 5% to 5.5%; the mortality and retirement rate assumptions were modified to reflect more realistic life expectancy and retirement ages; and the expected rate of return was to be decreased by .05% per year for a five-year period to get to 7.25% from 7.50%. In 2012, the State of Illinois updated its assumptions for mortality rates, termination rates, disability rates, and spousal age. These new assumptions were more conservative than those previously used by the Village and thus it was appropriate to adopt them. In 2019, the Village Board determined to change the public safety pension funding strategy by transitioning (from fiscal years 2020 – 2024) to a 15-year rolling amortization. The change is intended to level-off future contribution increases and begin to pay down the fund's unfunded liability. According to the independent actuary's report, as of December 31, 2018, the Fund accrued liabilities of \$73.5 million and assets of \$47.4 million (a 65% funding level).

Since the Police Pension Fund is a defined benefit plan, the expenditures budget is reflective of the actual payments to be made. Investment losses and legislative enhancements of pension benefits will result in increases of the employer's contribution. The Village's employer contribution of \$2,397,000 reflects a 5.5% increase.

**Village of Wilmette  
2020 Budget**

**Program:** 34 - Police Pension Fund  
**Dept.:** 00 - Non-Departmental  
**Type:** 00 - Non-Departmental  
 95 - Pension

| Account Number                    | Description                    | Actual           |                  |                  | Budget           | Estimated        |                  |
|-----------------------------------|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                   |                                | FY 2016          | FY 2017          | FY 2018          | FY 2019          | FY 2019          | Budget FY 2020   |
| 411000                            | Pension Payments               | 2,727,692        | 3,077,212        | 3,381,115        | 3,819,300        | 3,667,000        | 4,074,000        |
| 411010                            | Pension Contribution Refunds   | -                | -                | -                | 50,000           | 50,000           | 50,000           |
| <b>Total Personnel</b>            |                                | <b>2,727,692</b> | <b>3,077,212</b> | <b>3,381,115</b> | <b>3,869,300</b> | <b>3,717,000</b> | <b>4,124,000</b> |
| 420020                            | Professional Services          | 97,228           | 95,909           | 91,557           | 144,500          | 120,000          | 150,000          |
| 420100                            | Annual Audit                   | 3,000            | 3,375            | 3,500            | 4,000            | 4,000            | 6,000            |
| 420150                            | Bank Charges                   | 653              | 49               | -                | 200              | -                | -                |
| <b>Total Contractual Services</b> |                                | <b>100,881</b>   | <b>99,333</b>    | <b>95,057</b>    | <b>148,700</b>   | <b>124,000</b>   | <b>156,000</b>   |
| <b>Total Commodities</b>          |                                | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| 447500                            | D.O.I. State Report Filing Fee | 8,000            | 8,000            | 8,000            | 10,000           | 8,000            | 8,000            |
| 447550                            | Other Pension Admin. Exp.      | 1,895            | 1,145            | 1,069            | 3,000            | 2,000            | 5,000            |
| <b>Total Other Expenses</b>       |                                | <b>9,895</b>     | <b>9,145</b>     | <b>9,069</b>     | <b>13,000</b>    | <b>10,000</b>    | <b>13,000</b>    |
| <b>Total Capital Outlay</b>       |                                | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>Total Program</b>              |                                | <b>2,838,468</b> | <b>3,185,690</b> | <b>3,485,241</b> | <b>4,031,000</b> | <b>3,851,000</b> | <b>4,293,000</b> |

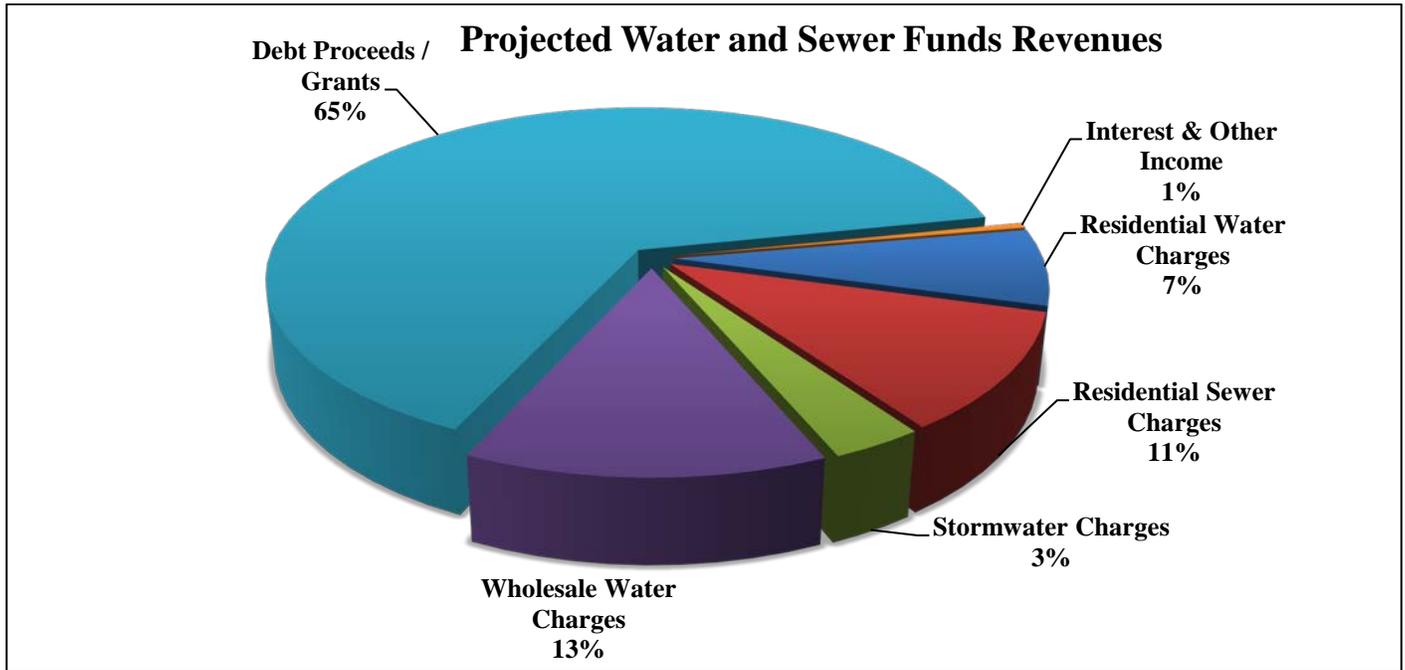
## **SEWER AND WATER FUNDS**

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**Sewer Fund** accounts for sewer charge revenues used to operate and maintain the Village's sewer system. Major improvements have been financed using below market rate loans from the Environmental Protection Agency. The capital expenditures and debt service pertaining to these loans are accounted for in this special revenue fund.

**Water Fund** accounts for revenues derived from residential and wholesale water sales used to operate and maintain the Village's water plant. This includes all capital expenses and debt service as well as an annual operating transfer to the General Fund. Due to its business nature, this fund is classified as an enterprise type fund.

## Village of Wilmette 2020 Budget



### Residential Water Sales:

Quarterly water billings to Wilmette residents and neighboring non-residents connected to the Wilmette water system. The water rate is \$2.75/ccf.

### Wholesale Water Sales:

Monthly billings to the Villages of Glenview and Kenilworth. The Village of Glenview re-sells water to Citizens' Utility Company (broken out separately for budget purposes).

### Stormwater Charges:

Quarterly billings to Wilmette residents and businesses based upon the Equivalent Runoff Units (ERU's) of stormwater generated by each parcel. Residential bills are separated into three tiers for billing.

### Residential Sewer Charges:

Quarterly sewer billings (in conjunction with the water billings) to Wilmette residents and neighboring non-residents connected to the Wilmette sewer system. For the fourth consecutive year, there will be no increase to the sewer rate of \$4.24 / ccf

### Interest Income:

Interest earned on Water Fund working cash and reserves required per our water revenue bond ordinances.

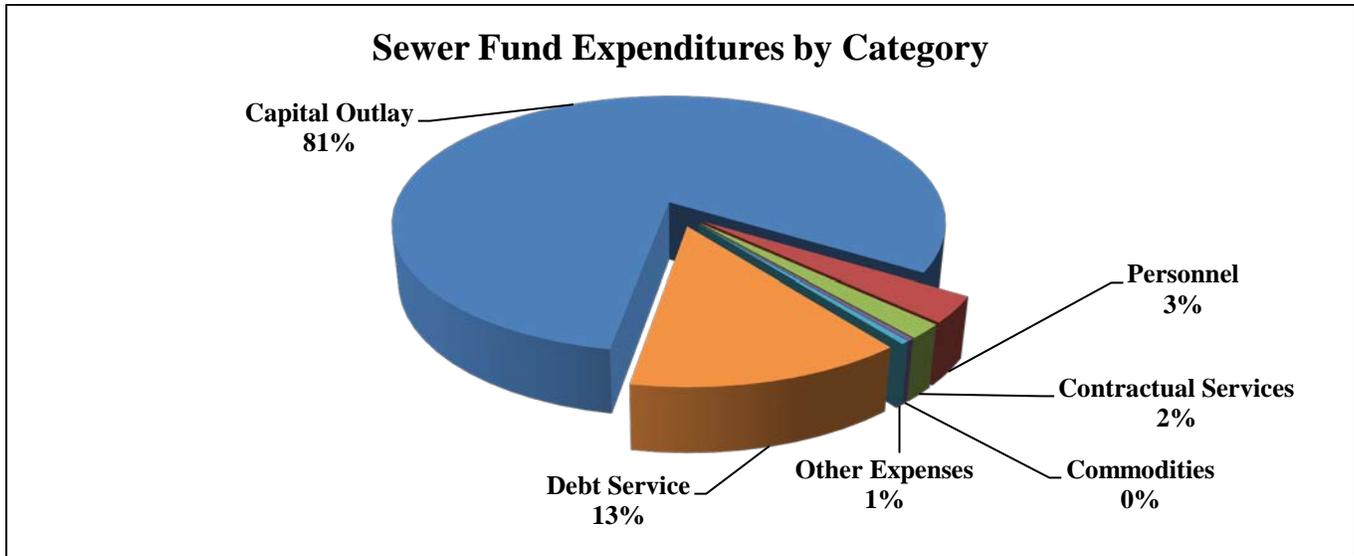
### Debt Proceeds & Grants:

In 2020, the Village is budgeting for new EPA Loans for ongoing sewer system improvements along with \$68 million for the neighborhood storage improvement project.

### Other Income:

Water meter sales, water permits (issued by Community Development Department) and reimbursements for damage to fire hydrants.

## Village of Wilmette 2020 Budget



### **Personnel:**

Includes the wages paid to all employees in all of the programs throughout this fund. This also includes the fringe benefit costs of pension contributions, health insurance, workers compensation, group life insurance and unemployment compensation as allocated from internal service funds.

### **Debt Service:**

This category provides for the current principal and interest repayments for the loans from the Environmental Protection Agency (EPA) which have been used to finance sewer infrastructure improvements as well as the additional debt service for the Sewer Fund portions of the general obligation bond issues used for sewer improvements.

### **Capital Outlay:**

This category includes the expenditures for sewer infrastructure improvements as well as for equipment additions and replacements.

### **All Other:**

This consists of contractual services, materials and other miscellaneous expenses used to maintain the Village's sewer system and storm water pumping station.

**SEWER DIVISION**

The Sewer Fund finances the cleaning, repair and other required maintenance and improvements of the Village's sewer systems. This includes the combined sewer system east of Ridge Road, the sanitary sewer system west of Ridge Road and the storm sewer system west of Ridge Road.

~~~~~PROGRAMS~~~~~

Sewer Fund:

- Maintain storm sewers (49.79 miles), sanitary sewers (55.6 miles), and combination sewer (47 miles);
- Sewer inspection, cleaning, and televising;
- Manhole inspection;
- Coordinate emergency repairs; and,
- Compliance with the Illinois Environmental Protection Agency (IEPA) National Pollution Discharge Elimination System (NPDES) governing a storm water permit for Municipal Separate Storm Sewer Systems (MS4's) and a permit for Combined Sewer Overflows (CSO's) and the long term maintenance agreement with the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC).

WATER/SEWER DIVISION - SEWER (PUBLIC WORKS)

*A portion of the personnel listed in the water distribution program (41-83) is also allocated to this program.

.....

Activity Measures

| | 2016 | 2017 | 2018 | 2019 |
|--|--------|---------------------|--------|---------|
| Underground Utility Locates (JULIE) | 5,741 | 6,125 | 6,157 | 6,161 |
| Structure Replacements/Repairs ¹ | 28 | 28 | 22 | 36 |
| Manhole Replacements/Repairs ² | 11 | 17 | 15 | 17 |
| Catch Basins/Inlets Cleaned ³ | 525 | 650 | 512 | 1,184 |
| Sewers Cleaned (feet) by In-House Staff ⁴ | 14,952 | 35,981 ⁵ | 11,515 | 50,589 |
| Sewers Cleaned (feet) by Contractor ⁶ | 65,600 | 74,757 | 70,220 | 105,826 |
| Sewers Televised (feet) by In-House Staff | 8,607 | 5,111 | 11,515 | 8,700 |
| Sewers Televised (feet) by Contractor ⁶ | 65,600 | 74,757 | 70,220 | 105,826 |

*Footnotes

¹Structures are defined as catch basins, inlets and/or manholes. Catch basins are drainage structures, approximately 7-ft in depth, that collect run-off and trap debris prior to entering the storm sewer system. Catch basins are normally connected to manholes. Inlets are drainage structures, approximately 2-ft in depth, that collect run-off before it enters a catch basin that is connected to the storm sewer system. Inlets are normally located in the flow line of the street.

²The number of repairs to manholes can vary greatly from year to year and is dependent upon information gathered during inspections.

³The contractor cleans approximately 500 catch basins each year, while in-house crews clean the remaining balance.

⁴The number of feet cleaned each year varies due to the condition and the diameter of the sewers scheduled for cleaning.

⁵As part of a multi-year effort to identify and mitigate extraneous storm water that inundates the separate sanitary sewer system, consultants identified areas of the Village that are considered as high priority areas under the recent Inflow and Infiltration requirements of the Metropolitan Water Reclamation District of Greater Chicago. Consequently, in 2017, staff concentrated extra efforts in sanitary sewer cleaning and televising those basins identified by consultants as having excessive sewer backups or sewer surcharging (i.e. Kenilworth Gardens and Princeton Place neighborhoods).

⁶The Engineering Department hires a contractor to provide additional cleaning and televising beyond that performed by Public Works staff.

Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 40 - Sewer Fund
Program: 80 - Maintenance of Sewers
Dept.: 70 - Sewer
Type: 90 - Enterprise

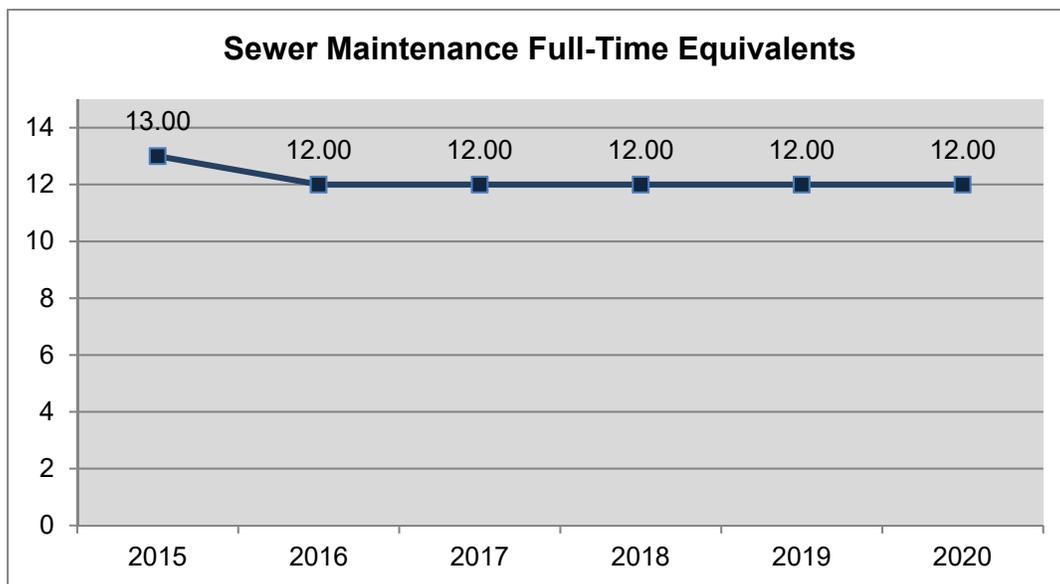
| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | 773,341 | 807,293 | 770,481 | 832,780 | 835,155 | 968,955 |
| Contractual Services | 296,323 | 407,767 | 509,733 | 580,350 | 632,900 | 543,205 |
| Commodities | 32,835 | 50,164 | 45,693 | 47,325 | 47,325 | 48,400 |
| Other Expense | 66,742 | 84,056 | 122,195 | 122,160 | 122,860 | 128,720 |
| Capital Outlay | 267,898 | 571,832 | 360,277 | 578,750 | 489,210 | 464,000 |
| Program Total | 1,437,139 | 1,921,112 | 1,808,379 | 2,161,365 | 2,127,450 | 2,153,280 |

BUDGET ANALYSIS: The Budget includes \$322,000 for the maintenance of the sewers and \$60,000 for smoke testing.

Capital Improvement Projects Include:

- Sewer Main Repairs – \$337,000
- Rain Ready Program – \$70,000
- Small dump truck (50%/50% W/S) - \$31,000
- Pick-up truck (50%/50% W/S) - \$26,000

PERSONNEL:



Village of Wilmette
2020 Budget

Fund: 40 - Sewer Fund
Program: 80 - Maintenance of Sewers
Dept.: 70 - Sewer
Type: 90 - Enterprise

| Account Number | Description | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated | |
|-----------------------------------|---|------------------|------------------|------------------|------------------|------------------|------------------|
| | | | | | | Actual FY 2019 | Budget FY 2020 |
| 410100 | Regular Salaries | 541,730 | 568,306 | 548,251 | 603,375 | 603,375 | 699,775 |
| 410200 | Overtime Salaries | 8,813 | 10,525 | 10,070 | 10,625 | 13,000 | 10,900 |
| 415000 | Employee Benefits | 222,798 | 228,462 | 212,160 | 218,780 | 218,780 | 258,280 |
| Total Personnel | | 773,341 | 807,293 | 770,481 | 832,780 | 835,155 | 968,955 |
| 420020 | Professional Services | 9,035 | 3,066 | 131,820 | 95,000 | 207,700 | 23,205 |
| 20014 | Geographic Information System | 29,858 | 28,146 | 47,071 | 44,200 | 44,200 | 30,500 |
| 421000 | Contractual Services | 76,950 | 159,055 | 52,749 | 167,150 | 112,000 | 100,200 |
| 425300 | Sewer Maintenance | 174,480 | 211,500 | 230,443 | 266,700 | 231,700 | 322,000 |
| 425310 | Flow Monitoring/Smoke Testing | - | - | 40,955 | - | 30,000 | 60,000 |
| 425320 | Sewer - Permit Fees | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| 428020 | Tellephone Service - Cellular | - | - | 695 | 1,300 | 1,300 | 1,300 |
| Total Contractual Services | | 296,323 | 407,767 | 509,733 | 580,350 | 632,900 | 543,205 |
| 430050 | Uniform Expense | 3,185 | 3,782 | 3,620 | 3,825 | 3,825 | 4,400 |
| 430130 | Supplies - Misc. Tools & Equip. | 3,185 | 5,083 | 4,531 | 3,500 | 5,500 | 4,000 |
| 430400 | Materials | 26,465 | 41,299 | 37,542 | 40,000 | 38,000 | 40,000 |
| Total Commodities | | 32,835 | 50,164 | 45,693 | 47,325 | 47,325 | 48,400 |
| 440500 | Automotive Expense | 63,950 | 81,210 | 119,260 | 118,860 | 119,560 | 123,620 |
| 441000 | Incidentals | 522 | 146 | 248 | 500 | 500 | 500 |
| 442000 | Training | 2,270 | 2,700 | 2,687 | 2,800 | 2,800 | 4,600 |
| Total Other Expenses | | 66,742 | 84,056 | 122,195 | 122,160 | 122,860 | 128,720 |
| 470375- | Infrastructure -Other | | | | | | |
| 80722 | Rain Ready Program | - | - | - | 72,500 | 72,500 | 70,000 |
| 470400- | Infrastructure -Combined Sewer: | | | | | | |
| 80707 | Sewer Main Repairs | 267,898 | 488,275 | 360,277 | 327,500 | 327,500 | 337,000 |
| 80723 | Sewer Lining Facility Plan | - | - | - | 85,000 | 30,000 | - |
| 480200- | P.W. Vehicles - Pick-up Trucks: | | | | | | |
| 40505 | Repl. T-42 (50%) | - | - | - | - | - | 26,000 |
| 40510 | Repl. T-43 (50%) | - | - | - | 17,500 | 16,000 | - |
| 480250- | P.W. Vehicles - Small Dump Trucks: | | | | | | |
| 40545 | Repl. T-35 (50%) | - | - | - | 27,500 | - | 31,000 |
| 480275- | P.W. Vehicles- Other | | | | | | |
| 40205 | Repl. C-14 Front-End Loader (25%) | - | - | - | 48,750 | 43,210 | - |
| 40222 | Repl. S-02 Street Sweeper (33%) | - | 83,557 | - | - | - | - |
| 40390 | Repl. T-30 Catch Basin (50%) | - | - | - | - | - | - |
| Total Capital Outlay | | 267,898 | 571,832 | 360,277 | 578,750 | 489,210 | 464,000 |
| Total Program | | 1,437,139 | 1,921,112 | 2,064,975 | 2,161,365 | 2,127,450 | 2,153,280 |

STORM AND SANITARY WATER PUMPING STATIONS

MISSION STATEMENT

The Village of Wilmette Storm and Sanitary Water Pumping Stations are committed to providing storage and pumping services to our customers west of Ridge Road while meeting all state and federal storm water discharge regulations.

~~~~~ PROGRAMS ~~~~~

The cost of the routine maintenance and operation of the following facilities:

- Storm Water Pumping Station (SWPS) at Lake Avenue and Harms Road
- The 5.0 MG West Park sanitary storage and pumping facility
- The 1.0 MGD sanitary lift station at Lake Avenue and Harms Road.

The Storm Water Pumping Station lifts the outflow of the Storm Sewer System west of Ridge Road and discharges it into the North Branch of the Chicago River just north of Lake Avenue. The station operates automatically and can be controlled from the Water Plant. During heavy rainstorms when several of the five pumps are in operation, the station is staffed.

The West Park and lift station facilities provide sanitary storage and pumping services that include a check valve and a pump over operation during heavy rainstorms events.

WATER MANAGEMENT

Activity Measures

Storm & Sanitary Facilities

| | 2016 | 2017 | 2018 | 2019 |
|--|--------|------|------|------|
| Number of Call-outs to SWPS* | 25 | 23 | 20 | 29 |
| Number of Hours the SWPS Staffed | 85 | 142 | 109 | 127 |
| Pumping Operation at SWPS (hours) | 798 | 692 | 1052 | 1254 |
| Pumping Operation at West Park Sanitary Station (hours) | 20 | 150 | 166 | 377 |
| Number of Events at POLS** | 1*** | 10 | 9 | 13 |
| Pumping Operation at POLS (hours) | N/A*** | 108 | 164 | 99 |
| Wilmette Sanitary Water Pumped at POLS (million gallons) | N/A*** | 4.5 | 6.9 | 4.4 |

*A call-out occurs when the level in the station reaches a certain level requiring the station to be manned.

** An event at the Pump-Over Lift Station (POLS) is when the check-valve between the Village and the MWRD interceptor closes.

*** POLS was operational only part of the year.

Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 40 - Sewer Fund
Program: 84 - Storm & Sanitary Water Pump Stations
Dept.: 70 - Sewer
Type: 90 - Enterprise

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | 16,178 | 17,806 | 19,751 | 15,375 | 16,375 | 15,545 |
| Contractual Services | 10,420 | 476 | 9,171 | 4,900 | 2,500 | 4,900 |
| Commodities | 48,246 | 37,822 | 46,109 | 45,700 | 49,000 | 47,700 |
| Other Expense | - | - | - | - | - | - |
| Capital Outlay | - | - | - | 20,000 | 19,800 | 35,000 |
| Program Total | 74,844 | 56,104 | 75,031 | 85,975 | 87,675 | 103,145 |

BUDGET ANALYSIS: The SWPS Budget provides funding for the routine maintenance of the station building and pumps. \$35,000 is included for stormwater station pump renovations.

PERSONNEL: No regular salary is funded through this program. On-call staffing during heavy rainstorms is charged to the overtime salary account.

**Village of Wilmette
2020 Budget**

Fund: 40 - Sewer Fund
Program: 84 - Storm & Sanitary Water Pump Stations
Dept.: 70 - Sewer
Type: 90 - Enterprise

| Account Number | Description | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated Actual FY 2019 | Budget FY 2020 |
|-----------------------------------|--------------------------------|----------------|----------------|----------------|----------------|--------------------------|----------------|
| 410200 | Overtime Salaries | 13,518 | 14,948 | 16,554 | 13,000 | 14,000 | 13,000 |
| 415000 | Employee Benefits | 2,660 | 2,858 | 3,197 | 2,375 | 2,375 | 2,545 |
| Total Personnel | | 16,178 | 17,806 | 19,751 | 15,375 | 16,375 | 15,545 |
| 421000- | Contractual Services | 6,241 | - | 8,298 | 2,500 | 1,500 | 2,500 |
| 20410 | Clean Out SWPS Sump | - | - | - | - | - | - |
| 422400 | Maintenance - Equipment | 4,179 | 476 | 873 | 2,400 | 1,000 | 2,400 |
| Total Contractual Services | | 10,420 | 476 | 9,171 | 4,900 | 2,500 | 4,900 |
| 430075 | Supplies | 4,929 | 901 | 4,910 | 1,500 | 2,000 | 1,500 |
| 430260 | Supplies - Outfall Control | - | - | - | 500 | - | 500 |
| 430540 | Power | 40,697 | 34,135 | 37,697 | 38,000 | 42,000 | 40,000 |
| 430560 | Heating Gas | 2,620 | 2,786 | 3,502 | 5,700 | 5,000 | 5,700 |
| Total Commodities | | 48,246 | 37,822 | 46,109 | 45,700 | 49,000 | 47,700 |
| Total Other Expenses | | - | - | - | - | - | - |
| 470375- | Infrastructure - Other: | | | | | | |
| 80710 | Electrical Improvements | - | - | - | - | - | 35,000 |
| 470500- | Infrastructure - SWPS: | | | | | | |
| 80713 | Electrical Improvements | - | - | - | 20,000 | 19,800 | - |
| Total Capital Outlay | | - | - | - | 20,000 | 19,800 | 35,000 |
| Total Program | | 74,844 | 56,104 | 75,031 | 85,975 | 87,675 | 103,145 |

* Indicates a non-operating expenditure

Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 40 - Sewer Fund
Program: 93 - Debt Service
Dept.: 70 - Non-Departmental
Type: 90 - Enterprise

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | - | - | - | - | - | - |
| Contractual Services | 3,209,622 | 3,356,916 | 3,447,000 | 3,197,000 | 3,190,000 | 3,928,000 |
| Commodities | - | - | - | - | - | - |
| Other Expense | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Program Total | 3,209,622 | 3,356,916 | 3,447,000 | 3,197,000 | 3,190,000 | 3,928,000 |

PROGRAM DESCRIPTION: This program provides for the principal, interest and fees associated with the annual debt service for issuances that financed Sewer Fund capital projects. Sewer capital projects have been financed with two types of debt instruments; low interest loans through the Illinois Environmental Protection Agency (IEPA) and General Obligation (G.O.) bond issuances.

BUDGET ANALYSIS: The Village will have eight IEPA loans and six G.O. Bond Issues outstanding for which the Sewer Fund will accomplish all or a portion of the required the debt service costs. Those issuances are:

Seven IEPA loans which financed sewer lining work. This is an ongoing program and the Village expects to secure additional loans for sewer lining work that will be completed in 2016.

The G.O. Series 2007 Issue. A portion of the issuance, \$2.45 million, was used to fund sewer improvements in conjunction with road improvements as well as partially fund improvements to the storm water pumping station.

The G.O. Series 2009 Issue. A portion of the issuance, \$1.575 million, financed sewer main work associated with the Sheridan Road improvement project.

The G.O. Series 2010 Issue. A portion of the issuance, \$1.485 million, financed sewer main repairs and relief sewer improvements.

The G.O. Series 2011 Issue. A portion of the issuance, \$1.815 million, refunded the remaining amount of the outstanding G.O. Series 2002 Issue. A portion of the issuance, \$7.230 million, was used to restructure the principal of the first four IEPA loans.

Village of Wilmette

FY 2020 Budget

Budget Summary

The G.O. Series 2013 Issue. A portion of the issuance, \$8.9 million, financed the start of the \$24 million Stormwater Improvement Program.

The G.O. Series 2014 Issue. A portion of the issue, \$15.1 million, financed the remaining amount of the Stormwater Improvement Program. A portion of the issuance, \$1.66 million, refunded the outstanding Series 2004 Issue related to the Sewer Fund.

A new series of issuances is anticipated to begin in FY 2020 to fund the Neighborhood Storage Improvement Project to reduce the depth and duration of overland flooding in the separate sewer area (west of Ridge Road). The Village also intends to continue to procure IEPA low interest loans for the annual sewer lining program.

PERSONNEL: There are no employees assigned to this program.

**Village of Wilmette
2020 Budget**

Fund: 40 - Sewer Fund
Program: 93 - Debt Service
Dept.: 70 - Non-Departmental
Type: 90 - Enterprise

| Account Number | Description | | | | | | Estimated | |
|-----------------------------------|------------------------|------------------|------------------|------------------|------------------|------------------|------------------|--|
| | | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Actual FY 2019 | Budget FY 2020 | |
| Total Personnel | | - | - | - | - | - | - | |
| 450010 | Bond Registrar Fees | 750 | 750 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 450020 | Bond Issuance Expense | - | - | - | - | - | - | |
| 450030 | G.O. Bond Retirement | 1,750,000 | 1,785,000 | 1,855,000 | 1,750,000 | 1,750,000 | 1,660,000 | |
| 450040 | E.P.A. Loan Retirement | 180,867 | 199,399 | 305,000 | 275,000 | 260,000 | 365,000 | |
| 450060 | Interest Expense | 1,278,005 | 1,371,767 | 1,285,000 | 1,170,000 | 1,178,000 | 1,901,000 | |
| 450070 | Transfer to Escrow | - | - | - | - | - | - | |
| Total Contractual Services | | 3,209,622 | 3,356,916 | 3,447,000 | 3,197,000 | 3,190,000 | 3,928,000 | |
| Total Commodities | | - | - | - | - | - | - | |
| Total Other Expenses | | - | - | - | - | - | - | |
| Total Capital Outlay | | - | - | - | - | - | - | |
| Total Program | | 3,209,622 | 3,356,916 | 3,447,000 | 3,197,000 | 3,190,000 | 3,928,000 | |

Village of Wilmette
FY 2020 Budget
Budget Summary

Fund: 40 - Sewer Fund
Program: 95 - Capital Improvements
Dept.: 70 - Non-Departmental
Type: 90 - Enterprise

| Expenditure Category | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services | - | - | - | - | - | - |
| Contractual Services | - | - | - | - | - | 200,000 |
| Commodities | - | - | - | - | - | - |
| Other Expense | - | - | - | - | - | - |
| Capital Outlay | 1,830,498 | 1,990,000 | 2,100,000 | 3,870,000 | 4,968,193 | 24,430,000 |
| Program Total | 1,830,498 | 1,990,000 | 2,100,000 | 3,870,000 | 4,968,193 | 24,630,000 |

PROGRAM DESCRIPTION: This program accounts for the major capital improvements that were financed through the Environmental Protection Agency's loan program or through a Village bond issue.

BUDGET ANALYSIS: The budget allocates funds for the following:

| | |
|-----------------------------------|-------------------------------|
| Neighborhood Storage Improvements | \$ 23,210,000 |
| Sewer Lining and Rehab | \$ 820,000 (IEPA loan funded) |
| SWPS Electrical Improvements | \$ 400,000 |

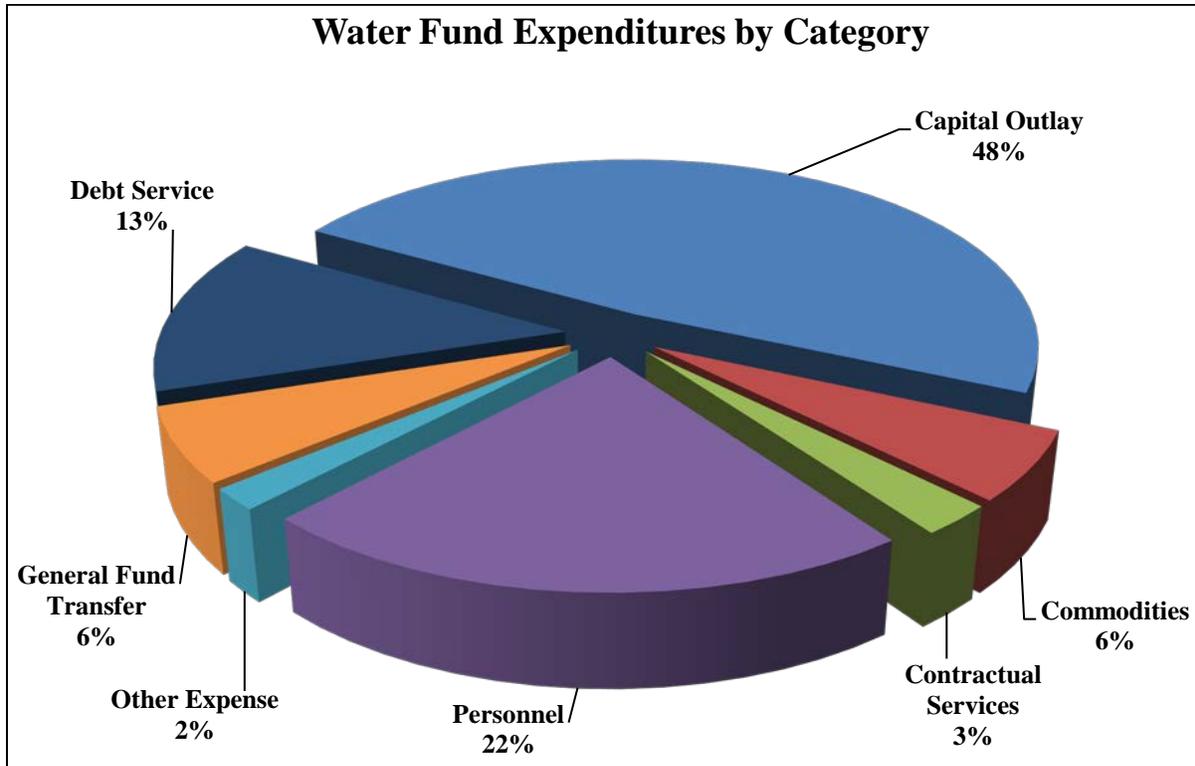
PERSONNEL: There are no employees assigned to this program.

Village of Wilmette
2020 Budget

Fund: 40 - Sewer Fund
Program: 95 - Capital Improvements
Dept.: 70 - Non-Departmental
Type: 90 - Enterprise

| Account Number | Description | Actual
FY 2016 | Actual
FY 2017 | Actual
FY 2018 | Budget
FY 2019 | Estimated
Actual
FY 2019 | Budget
FY 2020 |
|-----------------------------------|--|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Total Personnel | | - | - | - | - | - | - |
| 450010 | Bond Registrar Fee | - | - | - | - | - | - |
| 450020 | Bond Issuance Expense | - | - | - | - | - | 200,000 |
| Total Contractual Services | | - | - | - | - | - | 200,000 |
| Total Commodities | | - | - | - | - | - | - |
| Total Other Expenses | | - | - | - | - | - | - |
| 460700- | Building Improvements - P.W.: | | | | | | |
| 80713 | SWPS Electrical Improvements | - | - | - | - | - | 400,000 |
| 470400- | Infrastructure -Combined Sewer: | | | | | | |
| 80703 | Sewer Lining & Rehab | 701,187 | 3,164 | 782,248 | 1,970,000 | 1,972,653 | 820,000 |
| 80707 | Sewer Main Repairs | - | - | - | - | - | - |
| 80709 | Relief Sewer Improvement Project | - | - | - | - | - | - |
| 470500- | Infrastructure -Separate Sewer: | | | | | | |
| 20401 | Separate Storm Sewer | 33,551 | 132,489 | - | - | - | - |
| 80716 | Manhole Rehabilitation | - | - | - | - | - | - |
| 80717 | Princeton Place Outfall | 132,854 | 123,910 | 4,403 | - | - | - |
| 80718 | West Park Storage Project | 962,906 | 178,885 | - | - | - | - |
| 80719 | Capacity Improvements | - | - | - | - | - | - |
| 80720 | Separate System Detention Program | - | - | - | - | - | - |
| 80726 | Neighborhood Storage | - | - | 299,620 | 1,900,000 | 2,995,540 | 23,210,000 |
| Total Capital Outlay | | 1,830,498 | 438,448 | 1,086,271 | 3,870,000 | 4,968,193 | 24,430,000 |
| Total Program | | 1,830,498 | 438,448 | 1,086,271 | 3,870,000 | 4,968,193 | 24,630,000 |

Village of Wilmette 2020 Budget



Personnel:

Includes the wages paid to all employees in all of the programs throughout this fund. This also includes the fringe benefit costs of pension contributions, health insurance, workers compensation, group life insurance and unemployment compensation as allocated from internal service funds.

Commodities:

This provides for the electrical expense incurred in the water plant operations and the chemicals used in the water purification process. This also includes the fee paid to the Metropolitan Water Reclamation District for the cleaning of filtration beds.

Capital Outlay:

This category includes the expenditures for water system improvements as well as for equipment additions and replacements.

Debt Service:

This category provides for the current principal and interest repayments for debt (both revenue and general obligation bond issues) used to finance major water system and plant improvements.

General Fund Transfer:

The Water Fund is an enterprise type fund. An annual operating transfer is provided from the profitable sales of water.

All Other:

This consists of liability and property insurance, contractual services, materials and other miscellaneous expenses used to operate the Water Plant and to process water bills.

WATER MANAGEMENT

MISSION STATEMENT

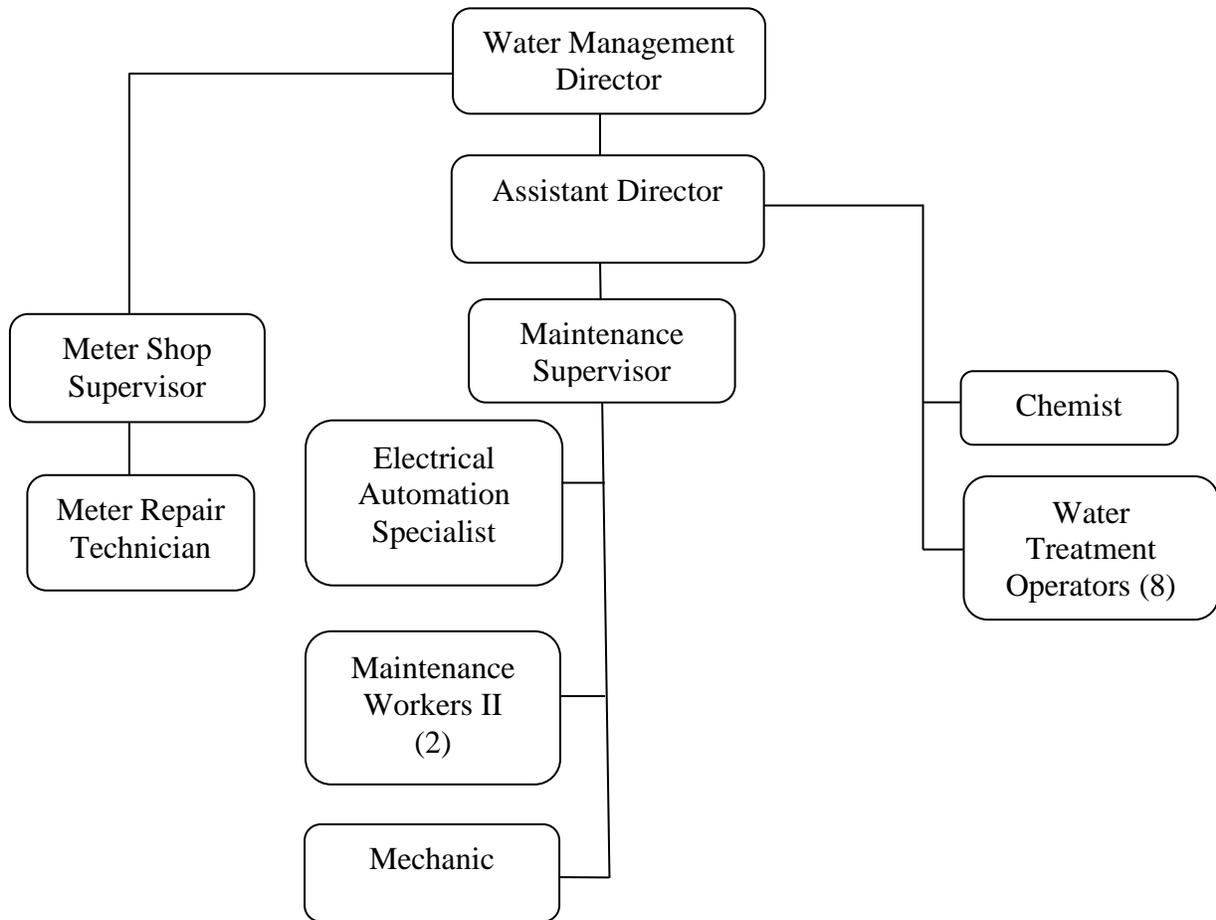
The Department of Water Management is committed to providing our customers with safe palatable drinking water at adequate pressures and quantities that meets all state and federal water regulations.

~~~~~**PROGRAMS**~~~~~

This program provides the funding for operating and maintaining the pumping and purification facilities at the water plant. Included are expenses related to intake and pumping equipment maintenance, purification equipment maintenance, electrical power, and heating gas. Laboratory supplies and equipment are provided to maintain Illinois Department of Public Health (IDPH) certification.

WATER MANAGEMENT

ORGANIZATIONAL CHART



## WATER MANAGEMENT

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### Activity Measures

#### Water Plant

|                                                        | 2016           | 2017          | 2018          | 2019          |
|--------------------------------------------------------|----------------|---------------|---------------|---------------|
| Service Population*                                    | 101,500        | 104,500       | 104,500       | 104,500       |
| Total Volume of Water Produced (Gallons)               | 4,000,0539,000 | 4,104,003,000 | 4,050,571,000 | 3,885,590,000 |
| Average Production (MGD)                               | 10.96          | 11.20         | 11.10         | 10.60         |
| Percent Change in Production From Previous Year        | +4.28%         | +2.19%        | -0.01%        | -4.5%         |
| Wholesale Water Delivered (Gallons)                    | 2,874,261,590  | 2,923,088,000 | 2,758,299,000 | 2,667,408,000 |
| Non-Revenue Water Loss by Volume (Wilmette Share only) | 11.9%          | 17.6%         | 9.0%          | 13.3%         |
| Equipment & Facility Maintenance (hours)               | 5,949          | 6,286         | 6,221         | 6,818         |
| Preventive Maintenance Routes Completed                | 229            | 232           | 213           | 213           |
| Average Finished Water Turbidity*** Reading (NTU)      | 0.05           | 0.05          | 0.05          | .05           |
| Average Finished Water Chlorine Residual (mg/l)        | 1.15           | 1.17          | 1.10          | 1.21          |

\*Includes the population in Wilmette, Glenview, Golf, Kenilworth and a portion of Prospect Heights.

\*\* Illinois Department of Natural Resources (IDNR) changed the method of calculation.

\*\*\* Turbidity, measurement of cloudiness of water caused by suspended solids, is the key parameter used to assess the effectiveness of the treatment process and the water quality produced. The regulation requires 95% of finished water samples be less than 0.30 NTU.

MGD = millions of gallons per day

NTU = nephelometric turbidity units

mg/l = milligram per liter

## WATER MANAGEMENT

### Objectives & Accomplishments

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#### Looking Forward: 2020 Objectives

1. Manage the completion of the electrical improvements project construction at the water plant ensuring uninterrupted service to customers.
2. Replace between 500 to 700 antiquated meters (depending on size) throughout the Village to improve the accuracy of the water meter readings.
3. Conduct a drill to simulate a complete power failure at the Storm Water Pumping Station (SWPS) in coordination with ComEd.
4. Manage the completion of the integration of the new Programmable Logic Controllers (PLCs) and electrical equipment with the existing SCADA system at the water plant.
5. Finalize the SWPS electrical upgrade engineering design for bid in early 2020, with construction anticipated to begin in late 2020.
6. Continue the high lift pump rebuild program by completing the rebuild of high lift pump number nine.
7. Replace seven (7) obsolete basin mixer variable frequency drives (VFD's) and their integration with the existing SCADA system at the water plant.
8. Assist the Engineering and Public Works Department with design/construction of the approved Neighborhood Storage Improvement project.
9. Work with the Village of Glenview staff and Aqua Illinois to accommodate the addition of the North Main Water Utility to our wholesale customer base.

#### 2019 Accomplishments Year to Date

1. Manage the electrical improvements project construction at the water plant ensuring uninterrupted service to customers.

*Construction of the generator building began in early 2019 and the new generators are scheduled to be installed the second week of July. The new switchgear building is currently under construction, the switchgear is scheduled to be installed this fall. The overall project completion is still scheduled for spring 2020 prior to the North Main Utility joining our wholesale customer base*

2. Replace between 800 and 1,000 antiquated meters (depending on size) throughout the Village to improve the accuracy of the water meter readings.  
*Currently, meter shop staff are on track to replace 700-800 meters in 2019*

3. Conduct a drill to simulate a complete power failure at the Storm Water Pumping Station (SWPS) in coordination with ComEd.

*The power failure simulation was conducted on April 12<sup>th</sup> 2019 and was successful*

4. Conduct a conceptual design study of potential replacement of the electrical switchgear at the SWPS.

*CDM Smith was awarded the conceptual design study contract on May 17<sup>th</sup>, 2019. The final study memorandum is due within 120 days of contract award*

5. Replace differential pressure transmitters throughout the plant ensuring uninterrupted service. The replacement will be performed by the Water Management staff.

*Water Plant staff completed the installation of 12 transmitters in May 2019. Additionally, the project was completed \$16,000 under budget.*

6. Manage the replacement of obsolete Programmable Logic Controllers (PLCs) at the water plant and the integration of the new PLCs with the existing SCADA and the new equipment from the electrical improvement project.

*The contract for the PLC upgrade work was awarded by the Village Board on January 22<sup>nd</sup>, 2019. The PLC's are currently being finalized by Allan ICS and should be installed by early fall.*

#### **Additional Accomplishments:**

1. *The Wilmette Water Treatment Plant continued to receive recognition from the Partnership for Safe Water for maintaining Presidents Award status and Directors Award in 2018.*

*The Partnership is a voluntary effort between six drinking water organizations (including the US EPA) and the participating water utilities. The goal of the Partnership is to provide a new measure of public health protection to millions by implementing prevention programs where legislation or regulation does not exist. Participation in the program demonstrates the commitment to water quality and public health for consumers. Successful completion of the program phases earns awards. The preventative measures are based around optimizing treatment plant performance. The result is the production and delivery of superior quality water to all users.*

2. *The water plant continues to work with The Village of Kenilworth on optimizing drinking water delivery operation from Wilmette since their transition to Wilmette water in 2017.*
3. *Completed the installation of SCADA telemetry from AT&T to wireless based communications owned by the Village. The estimated saving is approximately \$24,000 per year.*
4. *The water plant staff completed the heating system CIP project at the water plant and was \$40,000 under budget. The project (demolition and installation) was completed by water plant staff, as a result an additional \$75,000 in installation cost was saved.*

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

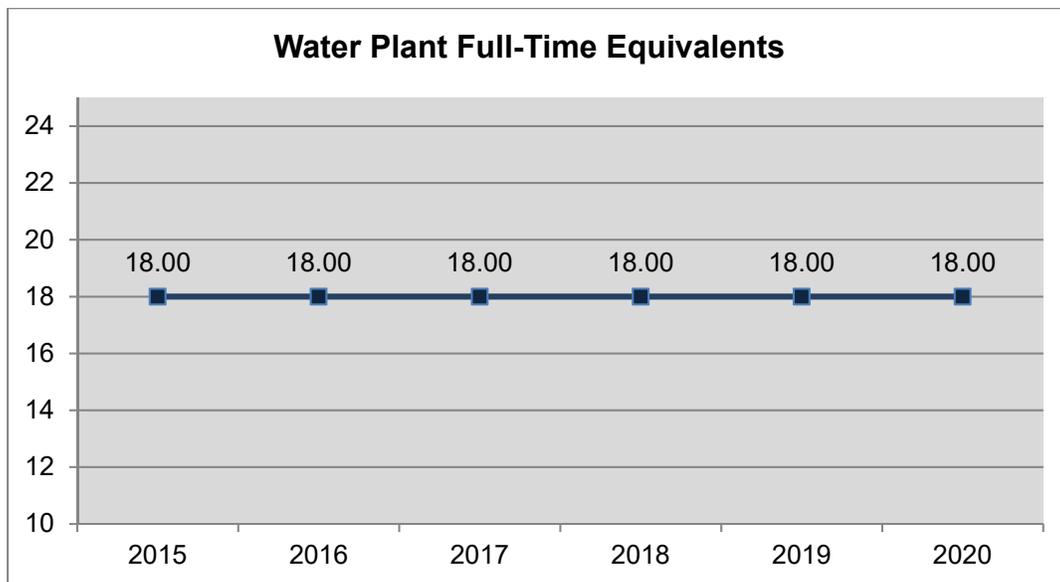
**Fund:** 41 - Water Fund  
**Program:** 81 - Water Plant Operations  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 1,837,296         | 1,968,994         | 2,127,288         | 2,120,945         | 2,079,370                      | 2,182,460         |
| Contractual Services | 80,323            | 82,535            | 82,158            | 86,560            | 84,460                         | 83,560            |
| Commodities          | 595,636           | 590,604           | 585,221           | 629,600           | 585,600                        | 759,100           |
| Other Expense        | 18,414            | 53,335            | 43,090            | 50,090            | 50,640                         | 67,160            |
| Capital Outlay       | 151,872           | 93,112            | 155,804           | 343,000           | 345,150                        | 44,000            |
| <b>Program Total</b> | <b>2,683,541</b>  | <b>2,788,580</b>  | <b>2,993,561</b>  | <b>3,230,195</b>  | <b>3,145,220</b>               | <b>3,136,280</b>  |

**BUDGET ANALYSIS:** The following capital improvements are included in the budget:

- Rebuild High Lift Pumps - \$40,000

**PERSONNEL:**



**Village of Wilmette  
2020 Budget**

**Fund: 41 - Water Fund**  
**Program: 81 - Water Plant Operations**  
**Dept.: 80 - Water**  
**Type: 90 - Enterprise**

| Account Number                    | Description                          |                  |                  |                  | Estimated        |                  |                  |
|-----------------------------------|--------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                   |                                      | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Actual FY 2019   | Budget FY 2020   |
| 410100                            | Regular Salaries                     | 1,285,066        | 1,378,441        | 1,492,073        | 1,473,725        | 1,460,000        | 1,504,275        |
| 410200                            | Overtime Salaries                    | 24,756           | 24,530           | 32,142           | 34,850           | 32,000           | 35,725           |
| 415000                            | Employee Benefits                    | 527,474          | 566,023          | 603,073          | 612,370          | 587,370          | 642,460          |
| <b>Total Personnel</b>            |                                      | <b>1,837,296</b> | <b>1,968,994</b> | <b>2,127,288</b> | <b>2,120,945</b> | <b>2,079,370</b> | <b>2,182,460</b> |
| 420020-                           | Professional Services-               | -                | -                | -                | -                | -                | -                |
| 20071                             | SCADA System Maint.                  | 1,410            | -                | 3,200            | 3,000            | 2,000            | 3,000            |
| 421000                            | Contractual Services                 | 30,905           | 31,057           | 22,093           | 32,600           | 33,000           | 33,600           |
| 421125                            | Contractual Custodial Services       | 10,980           | 10,980           | 10,980           | 11,000           | 7,500            | 7,000            |
| 422400                            | Maintenance - Equipment              | 35,854           | 40,138           | 35,039           | 38,000           | 40,000           | 38,000           |
| 422500                            | Maintenance - Intake                 | -                | -                | 10,646           | -                | -                | -                |
| 428020                            | Tellephone Service - Cellular        | -                | -                | -                | 1,500            | 1,500            | 1,500            |
| 428100                            | Computer Communications Expense      | 1,174            | 360              | 200              | 460              | 460              | 460              |
| <b>Total Contractual Services</b> |                                      | <b>80,323</b>    | <b>82,535</b>    | <b>82,158</b>    | <b>86,560</b>    | <b>84,460</b>    | <b>83,560</b>    |
| 430050                            | Uniform Expense                      | 5,894            | 4,788            | 5,763            | 5,800            | 5,800            | 5,800            |
| 430075                            | Supplies                             | 36,843           | 27,334           | 36,701           | 32,000           | 34,000           | 32,000           |
| 430150                            | Supplies - Computer Parts            | 163              | 1,489            | 1,205            | 1,000            | 1,000            | 1,000            |
| 430210                            | Supplies - Laboratory                | 14,314           | 12,046           | 16,105           | 11,800           | 11,800           | 19,300           |
| 430475                            | Materials - Equipment Repairs        | 35,369           | 33,863           | 36,145           | 34,000           | 38,000           | 41,000           |
| 430530                            | Power                                | 347,592          | 356,725          | 342,134          | 350,000          | 350,000          | 465,000          |
| 430560                            | Heating Gas                          | 19,386           | 26,619           | 21,711           | 40,000           | 25,000           | 40,000           |
| 430600                            | Chemicals                            | 136,075          | 127,740          | 125,457          | 155,000          | 120,000          | 155,000          |
| <b>Total Commodities</b>          |                                      | <b>595,636</b>   | <b>590,604</b>   | <b>585,221</b>   | <b>629,600</b>   | <b>585,600</b>   | <b>759,100</b>   |
| 440500                            | Automotive Expense                   | 9,120            | 8,640            | 9,110            | 9,090            | 9,140            | 16,160           |
| 441000                            | Incidentals                          | 1,535            | 878              | 1,287            | 1,000            | 1,500            | 1,000            |
| 447070                            | MWRDGC User Charges                  | 7,759            | 43,817           | 32,693           | 40,000           | 40,000           | 50,000           |
| <b>Total Other Expenses</b>       |                                      | <b>18,414</b>    | <b>53,335</b>    | <b>43,090</b>    | <b>50,090</b>    | <b>50,640</b>    | <b>67,160</b>    |
| <b>470530-</b>                    | <b>Infrastructure - Water Plant:</b> |                  |                  |                  |                  |                  |                  |
| 70719                             | Instrumentation Replacement          | -                | -                | -                | -                | -                | -                |
| 70905                             | Water System Infr. Assessment        | 53,448           | -                | -                | -                | -                | -                |
| 80802                             | Heating System Improvements          | -                | -                | 119,618          | -                | -                | -                |
| 80805                             | Rebuild High Lift Pumps              | -                | 44,059           | -                | -                | -                | 40,000           |
| 80817                             | Basins 1 & 2 Improvements            | 9,189            | -                | -                | -                | -                | -                |
| 80836                             | Filter Valve Improvements            | 37,457           | -                | -                | -                | -                | -                |
| 80839                             | Building Ren. & Pipe Gallery Impv.   | 22,846           | -                | -                | -                | -                | -                |
| 80844                             | Surface Wash Piping Replacement      | -                | 22,733           | 161              | -                | -                | -                |
| 80845                             | Instrumentation Replacement          | -                | -                | 36,025           | 40,000           | 25,000           | -                |
| 80846                             | Treatment Process Improvements       | -                | -                | -                | 40,000           | 18,000           | -                |
| 80848                             | Electrical Improvements - Phase II   | -                | -                | -                | 220,000          | 254,650          | -                |
| <b>480200-</b>                    | <b>Vehicles:</b>                     |                  |                  |                  |                  |                  |                  |
| 40465                             | Pick-Up Truck T-7                    | -                | -                | -                | 39,000           | 43,500           | -                |
| <b>490500-</b>                    | <b>Other Equipment - Water:</b>      |                  |                  |                  |                  |                  |                  |
| 70903                             | Lab Equipment - Park Dist. Testing   | 28,932           | 26,320           | -                | 4,000            | 4,000            | 4,000            |
| <b>Total Capital Outlay</b>       |                                      | <b>151,872</b>   | <b>93,112</b>    | <b>155,804</b>   | <b>343,000</b>   | <b>345,150</b>   | <b>44,000</b>    |
| <b>Total Program</b>              |                                      | <b>2,683,541</b> | <b>2,788,580</b> | <b>2,993,561</b> | <b>3,230,195</b> | <b>3,145,220</b> | <b>3,136,280</b> |

## WATER MANAGEMENT

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### Activity Measures

#### Meter Shop

|                                               | <b>2016</b> | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|-----------------------------------------------|-------------|-------------|-------------|-------------|
| Quarterly AMR Reads                           | 38,000      | 38,000      | 38,000      | 38,000      |
| Final Water Meter Reads                       | 687         | 739         | 727         | 682         |
| Water Meters Replaced                         | 752         | 738         | 739         | 563         |
| Number of RPZ valves Tracked                  | 1700        | 1826        | 2112        | 2232        |
| New Meters Related to Construction Activities | 104         | 106         | 87          | 66          |

*AMR = automatic meter reading*

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

**Fund:** 41 - Water Fund

**Program** 82 - Water Reservoir & Meter Maint.

**Dept.:** 80 - Water

**Type:** 90 - Enterprise

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 179,215           | 191,027           | 198,545           | 202,990           | 202,990                        | 212,035           |
| Contractual Services | 15,972            | 20,874            | 55,505            | 20,300            | 21,200                         | 22,300            |
| Commodities          | 112,750           | 110,657           | 87,749            | 121,200           | 120,500                        | 88,200            |
| Other Expense        | 7,920             | 7,990             | 8,420             | 8,690             | 8,640                          | 13,650            |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>315,857</b>    | <b>330,548</b>    | <b>350,219</b>    | <b>353,180</b>    | <b>353,330</b>                 | <b>336,185</b>    |

**PROGRAM DESCRIPTION:** This program provides for the Village's water meter maintenance activity and maintenance of the 4.0 million gallon (MG) Standpipe and 3.0 MG Reservoir/Pumping Station at the Village Yard. The Automatic Meter Reading Replacement program was completed in 2012. Due to new Environmental Protection Agency (EPA) requirements, existing water meters can no longer be refurbished and need to be replaced.

**BUDGET ANALYSIS:** The decrease in commodities is due to a reduced number of meters that need to be replaced. It is expected that this reduced funding level (\$55,000) will continue moving forward.

**PERSONNEL:** A portion of the personnel listed in the water plant operations program (40-81) is also allocated to this program.

**Village of Wilmette  
2020 Budget**

**Fund:** 41 - Water Fund  
**Program:** 82 - Water Reservoir & Meter Maint.  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Account Number                    | Description                              | Actual         |                |                | Budget         | Estimated      |                |
|-----------------------------------|------------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
|                                   |                                          | FY 2016        | FY 2017        | FY 2018        | FY 2019        | FY 2019        | FY 2020        |
| 410100                            | Regular Salaries                         | 133,816        | 142,833        | 147,840        | 152,125        | 152,125        | 156,500        |
| 410200                            | Overtime Salaries                        | -              | -              | 33             | 625            | 625            | 625            |
| 415000                            | Employee Benefits                        | 45,399         | 48,194         | 50,672         | 50,240         | 50,240         | 54,910         |
| <b>Total Personnel</b>            |                                          | <b>179,215</b> | <b>191,027</b> | <b>198,545</b> | <b>202,990</b> | <b>202,990</b> | <b>212,035</b> |
| 421000                            | Contractual Services                     | 9,427          | 9,397          | 32,405         | 11,600         | 14,000         | 13,600         |
| 422520                            | Maint. - Reservoir & Pump Sta.           | 2,092          | 7,024          | 7,074          | 3,500          | 2,000          | 3,500          |
| 422560                            | Maint. - Standpipe                       | 4,453          | 4,453          | 16,026         | 5,200          | 5,200          | 5,200          |
| <b>Total Contractual Services</b> |                                          | <b>15,972</b>  | <b>20,874</b>  | <b>55,505</b>  | <b>20,300</b>  | <b>21,200</b>  | <b>22,300</b>  |
| 430050                            | Uniform Expense                          | 661            | 598            | 586            | 700            | 700            | 700            |
| 430075                            | Supplies - Meter Shop                    | 2,434          | 2,348          | 2,420          | 2,300          | 2,300          | 2,300          |
| 430280                            | Reservoir Supplies                       | 3,690          | 5,906          | 6,317          | 3,000          | 2,500          | 3,000          |
| 430900                            | Water Meters - Cost of Sales             | 17,408         | 22,714         | 14,913         | 20,000         | 20,000         | 20,000         |
| 430910                            | Water Meters - Repair Parts              | 1,810          | 7,280          | 2,199          | 2,200          | 3,000          | 2,200          |
| 430920                            | Meter Replacement Program                | 86,747         | 53,601         | 56,204         | 88,000         | 88,000         | 55,000         |
| 430930                            | Water Meters - AMR Program               | -              | 18,210         | 5,110          | 5,000          | 4,000          | 5,000          |
| <b>Total Commodities</b>          |                                          | <b>112,750</b> | <b>110,657</b> | <b>87,749</b>  | <b>121,200</b> | <b>120,500</b> | <b>88,200</b>  |
| 440500                            | Automotive Expense                       | 7,920          | 7,990          | 8,420          | 8,390          | 8,440          | 13,350         |
| 442000                            | Training                                 | -              | -              | -              | 300            | 200            | 300            |
| <b>Total Other Expenses</b>       |                                          | <b>7,920</b>   | <b>7,990</b>   | <b>8,420</b>   | <b>8,690</b>   | <b>8,640</b>   | <b>13,650</b>  |
| 470540-                           | <b>Infrastructure - Water Reservoir:</b> |                |                |                |                |                |                |
| 60100                             | Roof Repairs                             | -              | -              | -              | -              | -              | -              |
| 480275-                           | <b>P.W. Vehicles - Other:</b>            |                |                |                |                |                |                |
| 490500-                           | <b>Other Equipment - Water:</b>          |                |                |                |                |                |                |
| <b>Total Capital Outlay</b>       |                                          | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>Total Program</b>              |                                          | <b>315,857</b> | <b>330,548</b> | <b>350,219</b> | <b>353,180</b> | <b>353,330</b> | <b>336,185</b> |

## WATER/SEWER DIVISION - WATER (PUBLIC WORKS)

\*A portion of the personnel listed in the sewer program (40-80) is also allocated to this program.  
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### Activity Measures

|                                                                  | 2016  | 2017  | 2018  | 2019  |
|------------------------------------------------------------------|-------|-------|-------|-------|
| Underground Utility Locates (JULIE)                              | 5,741 | 6,125 | 6,157 | 6,161 |
| Underground Utility Locates (JULIE)<br>-Water Transmission Mains | -     | 428   | 1,770 | 1,808 |
| Water Main Break Repairs                                         | 32    | 30    | 66    | 58    |
| Water Service Leak Repairs                                       | 13    | 10    | 18    | 18    |
| Hydrant Replacements                                             | 10    | 10    | 7     | 12    |
| New Water Service Connections                                    | 54    | 67    | 102   | 70    |
| Valve Installations                                              | 5     | 6     | 3     | 2     |
| Distribution System Surveyed <sup>2</sup>                        | 20%   | 25%   | 25%   | 25%   |

*\*Footnotes*

<sup>1</sup>In 2017, the Village expanded JULIE locate requests to identify requests which are within 50-feet of a large water transmission main to provide better oversight and protection of Village critical infrastructure (i.e. water transmission mains). These water transmission main locate requests will be denoted and reported separately.

<sup>2</sup>Staff inspects annually for leaks in the water distribution system by listening to fire hydrants for leak sounds with very sensitive equipment (i.e. acoustic listening devices). If leak sounds are heard, the hydrant is operated to ensure that the hydrant is not leaking. If the hydrant is not leaking, nearby water service valves (or b-boxes) are inspected/checked for leaks, both on the public and private sides. If the b-boxes are not leaking then staff utilizes a leak correlator to check for water main breaks (WMBs). Whatever leaks are found, they are investigated and repaired in a timely fashion. The water distribution system has a total of 1,020 fire hydrants of which approximately 250 hydrants are inspected annually for possible leaks.

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 41 - Water Fund  
**Program:** 83 - Water Distribution  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 675,049           | 685,755           | 665,579           | 684,225           | 679,225                        | 714,325           |
| Contractual Services | 97,656            | 191,728           | 300,172           | 173,800           | 273,800                        | 203,600           |
| Commodities          | 77,348            | 102,599           | 132,177           | 104,925           | 125,500                        | 107,365           |
| Other Expense        | 65,959            | 83,960            | 122,440           | 121,910           | 122,810                        | 127,520           |
| Capital Outlay       | 221,503           | 181,106           | 522,371           | 225,900           | 182,080                        | 211,860           |
| <b>Program Total</b> | <b>1,137,515</b>  | <b>1,245,148</b>  | <b>1,742,739</b>  | <b>1,310,760</b>  | <b>1,383,415</b>               | <b>1,364,670</b>  |

**PROGRAM DESCRIPTION:** This program provides funding for the maintenance of the Village's water mains. This includes the water service line from the main to the buffalo box. The Water Distribution System includes all areas in Wilmette with the exception of residences along Indian Hill Road, who purchase water from the Village of Winnetka.

**BUDGET ANALYSIS:** The Budget provides funds for the following Capital Improvement Projects:

- Valve Installations - \$ 88,000
- Meter Shop Van Replacement - \$36,000
- Small Dump Truck (split 50/50 with sewer fund) - \$31,000
- Pick-up truck (split 50/50 with sewer fund) - \$26,000
- Transmission Main Repairs - \$21,000
- Water Main Surge Suppressors - \$12,000
- Fire Hydrant painting - \$ 18,860

**PERSONNEL:** A portion of the personnel listed in the sewer program (40-80) is also allocated to this program.

**Village of Wilmette  
2020 Budget**

**Fund: 41 - Water Fund**  
**Program: 83 - Water Distribution**  
**Dept.: 80 - Water**  
**Type: 90 - Enterprise**

| Account Number                    | Description                               | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Estimated        | Budget FY 2020   |
|-----------------------------------|-------------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                   |                                           |                  |                  |                  |                  | Actual FY 2019   |                  |
| 410100                            | Regular Salaries                          | 450,778          | 464,589          | 437,466          | 462,125          | 462,125          | 475,275          |
| 410200                            | Overtime Salaries                         | 25,306           | 22,473           | 45,241           | 37,600           | 37,600           | 37,600           |
| 415000                            | Employee Benefits                         | 198,965          | 198,693          | 182,872          | 184,500          | 179,500          | 201,450          |
| <b>Total Personnel</b>            |                                           | <b>675,049</b>   | <b>685,755</b>   | <b>665,579</b>   | <b>684,225</b>   | <b>679,225</b>   | <b>714,325</b>   |
| 420020-                           | Professional Services                     |                  |                  |                  |                  |                  |                  |
| 20014                             | Geographic Information System             | 29,857           | 28,146           | 47,071           | 44,200           | 44,200           | 30,500           |
| 421000-                           | Contractual Services                      | 62,576           | 102,147          | 110,932          | 117,300          | 150,300          | 120,800          |
| 20110                             | Unidirectional Water Main Flushing        | -                | 58,109           | -                | -                | -                | -                |
| 80918                             | Transmission Main Repair                  | -                | -                | -                | -                | -                | 21,000           |
| 422540                            | Maintenance - Distrib. System             | 5,223            | 3,326            | 141,474          | 11,000           | 78,000           | 30,000           |
| 428020                            | Telephone Service - Cellular              | -                | -                | 695              | 1,300            | 1,300            | 1,300            |
| <b>Total Contractual Services</b> |                                           | <b>97,656</b>    | <b>191,728</b>   | <b>300,172</b>   | <b>173,800</b>   | <b>273,800</b>   | <b>203,600</b>   |
| 430050                            | Uniform Expense                           | 3,506            | 3,782            | 3,620            | 3,825            | 3,825            | 4,515            |
| 430130                            | Supplies - Misc. Tools & Equip.           | 3,185            | 5,740            | 8,364            | 6,800            | 10,500           | 6,800            |
| 430400                            | Materials                                 | 48,780           | 70,637           | 96,385           | 69,500           | 86,000           | 71,250           |
| 430480                            | Fire Hydrant Replacements                 | 21,877           | 22,440           | 23,808           | 24,800           | 25,175           | 24,800           |
| <b>Total Commodities</b>          |                                           | <b>77,348</b>    | <b>102,599</b>   | <b>132,177</b>   | <b>104,925</b>   | <b>125,500</b>   | <b>107,365</b>   |
| 440500                            | Automotive Expense                        | 63,950           | 81,210           | 119,260          | 118,860          | 119,560          | 123,620          |
| 441000                            | Incidentals                               | 422              | 430              | 543              | 250              | 450              | 500              |
| 442000                            | Training                                  | 1,587            | 2,320            | 2,637            | 2,800            | 2,800            | 3,400            |
| <b>Total Other Expenses</b>       |                                           | <b>65,959</b>    | <b>83,960</b>    | <b>122,440</b>   | <b>121,910</b>   | <b>122,810</b>   | <b>127,520</b>   |
| 470550-                           | <b>Infrastructure - Water Mains:</b>      |                  |                  |                  |                  |                  |                  |
| 80306                             | Fire Hydrant Painting                     | 6,522            | 12,475           | 9,675            | 12,050           | 12,050           | 18,860           |
| 80841                             | Wholesale Water Analysis                  | 11,070           | -                | -                | -                | -                | -                |
| 80847                             | Water Main Surge Suppressors              | -                | -                | -                | 17,500           | 11,220           | 12,000           |
| 80900                             | Valve Installations                       | 177,355          | 61,228           | 65,027           | 67,600           | 67,600           | 88,000           |
| 80920                             | Glenview Meter Repl. / Upgrade            | 26,556           | -                | 36,504           | -                | -                | -                |
| 480200-                           | <b>P.W. Vehicles - Pick-up Trucks:</b>    |                  |                  |                  |                  |                  |                  |
| 40505                             | Repl. T-42 (50%)                          | -                | -                | -                | -                | -                | 26,000           |
| 40510                             | Repl. T-43 (50%)                          | -                | -                | -                | 17,500           | 16,000           | -                |
| 480250-                           | <b>P.W. Vehicles - Small Dump Trucks:</b> |                  |                  |                  |                  |                  |                  |
| 40545                             | Repl. T-35 (50%)                          | -                | -                | -                | 27,500           | -                | 31,000           |
| 480275-                           | <b>P.W. Vehicles- Other</b>               |                  |                  |                  |                  |                  |                  |
| 40205                             | Repl. C-14 Front-End Loader (25%)         | -                | -                | -                | 48,750           | 43,210           | -                |
| 40222                             | Repl. S-2 Street Sweeper (33%)            | -                | 88,498           | -                | -                | -                | -                |
| 40385                             | Repl. T-22 Catch Basin (50%)              | -                | -                | -                | -                | -                | -                |
| 40390                             | Repl. T-30 Catch Basin (50%)              | -                | -                | 411,165          | -                | -                | -                |
| 40446                             | Repl. T-46 Meter Shop Van                 | -                | -                | -                | 35,000           | 32,000           | -                |
| 40446                             | Repl. T-25 Meter Shop Van                 | -                | -                | -                | -                | -                | 36,000           |
| 490450-                           | <b>Other Equipment-P.W.:</b>              |                  |                  |                  |                  |                  |                  |
| 490500-                           | <b>Other Equipment - Water:</b>           |                  |                  |                  |                  |                  |                  |
| 70806                             | Leak Correlator                           | -                | 18,905           | -                | -                | -                | -                |
| <b>Total Capital Outlay</b>       |                                           | <b>221,503</b>   | <b>181,106</b>   | <b>522,371</b>   | <b>225,900</b>   | <b>182,080</b>   | <b>211,860</b>   |
| <b>Total Program</b>              |                                           | <b>1,137,515</b> | <b>1,245,148</b> | <b>1,742,739</b> | <b>1,310,760</b> | <b>1,383,415</b> | <b>1,364,670</b> |

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 41 - Water Fund  
**Program:** 84 - Water - Miscellaneous  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 360,575           | 413,431           | 468,645           | 489,895           | 481,895                        | 501,725           |
| Contractual Services | 142,763           | 145,622           | 141,660           | 138,660           | 137,700                        | 136,660           |
| Commodities          | 14,909            | 14,862            | 15,000            | 16,000            | 16,000                         | 16,000            |
| Other Expense        | 1,005,272         | 1,006,013         | 1,006,950         | 1,006,950         | 1,003,000                      | 1,054,450         |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>1,523,519</b>  | <b>1,579,928</b>  | <b>1,632,255</b>  | <b>1,651,505</b>  | <b>1,638,595</b>               | <b>1,708,835</b>  |

**PROGRAM DESCRIPTIONS:** Expenses of the Wilmette Water Utility that are not covered in other Water Fund programs are budgeted in this program. They include liability insurance, telephone, all Water Fund employee benefits and payments to the General Fund for services.

Certain portions of other Village employee salaries that support the water operation are allocated to this program. They include 10% of the salaries in the Village Manager's Office, the Finance Department and the Administrative Services Department. Lastly, this includes 20% of the Engineering Department salaries, 20% of the Director and Deputy Director of Public Works, as well as 10% of the Assistant to the Public Works Director's salaries.

**BUDGET ANALYSIS:** A total of \$1,050,000 has been provided for payment to the General Fund for services provided.

**PERSONNEL:** There are no employees assigned to this program. The salaries noted in the budget represent allocations from other programs.

**Village of Wilmette  
2020 Budget**

**Fund:** 41 - Water Fund  
**Program:** 84 - Water - Miscellaneous  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Account Number                    | Description                  | Actual FY 2016   | Actual FY 2017   | Actual FY 2018   | Budget FY 2019   | Estimated        | Budget FY 2020   |
|-----------------------------------|------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                   |                              |                  |                  |                  |                  | Actual FY 2019   |                  |
| 410100                            | Regular Salaries             | 276,342          | 317,104          | 343,227          | 378,500          | 370,500          | 384,050          |
| 415000                            | Employee Benefits            | 84,233           | 96,327           | 109,882          | 111,395          | 111,395          | 117,675          |
| <b>Total Personnel</b>            |                              | <b>360,575</b>   | <b>413,431</b>   | <b>453,109</b>   | <b>489,895</b>   | <b>481,895</b>   | <b>501,725</b>   |
| 420010                            | Memberships                  | 2,253            | 2,319            | 1,017            | 2,960            | 2,000            | 2,960            |
| 421150                            | Contractual Grounds Maint.   | -                | -                | -                | -                | -                | -                |
| 428000                            | Telephone Service            | 39,675           | 42,464           | 44,891           | 38,000           | 38,000           | 36,000           |
| 428010                            | Telephone Maintenance        | 1,245            | 1,245            | 1,245            | 1,500            | 1,500            | 1,500            |
| 428020                            | Telephone Service - Cellular | 9,390            | 9,394            | 9,932            | 6,000            | 6,000            | 6,000            |
| 428030                            | Telephone - Long Distance    | -                | -                | -                | -                | -                | -                |
| 450110                            | Gen. Liab. & Property Insur. | 90,200           | 90,200           | 90,200           | 90,200           | 90,200           | 90,200           |
| <b>Total Contractual Services</b> |                              | <b>142,763</b>   | <b>145,622</b>   | <b>147,285</b>   | <b>138,660</b>   | <b>137,700</b>   | <b>136,660</b>   |
| 430140                            | Supplies - Building          | 7,781            | 7,880            | 7,993            | 8,000            | 8,000            | 8,000            |
| 430350                            | Building Repairs & Furniture | 7,128            | 6,982            | 6,639            | 8,000            | 8,000            | 8,000            |
| <b>Total Commodities</b>          |                              | <b>14,909</b>    | <b>14,862</b>    | <b>14,632</b>    | <b>16,000</b>    | <b>16,000</b>    | <b>16,000</b>    |
| 442000                            | Training                     | 5,272            | 6,013            | 1,443            | 6,950            | 3,000            | 4,450            |
| 448000                            | General Fund Transfer        | 1,000,000        | 1,000,000        | 950,000          | 1,000,000        | 1,000,000        | 1,050,000        |
| <b>Total Other Expenses</b>       |                              | <b>1,005,272</b> | <b>1,006,013</b> | <b>951,443</b>   | <b>1,006,950</b> | <b>1,003,000</b> | <b>1,054,450</b> |
| <b>Total Capital Outlay</b>       |                              | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>Total Program</b>              |                              | <b>1,523,519</b> | <b>1,579,928</b> | <b>1,566,469</b> | <b>1,651,505</b> | <b>1,638,595</b> | <b>1,708,835</b> |

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund:** 41 - Water Fund  
**Program:** 85 - Water - Billing  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | 96,926            | 101,520           | 134,245           | 124,310           | 93,310                         | 124,015           |
| Contractual Services | 63,258            | 71,000            | 99,550            | 76,000            | 69,640                         | 75,000            |
| Commodities          | 7,951             | 6,400             | 11,400            | 11,400            | 11,500                         | 10,400            |
| Other Expense        | 107               | 600               | 1,100             | 2,300             | 2,300                          | 2,300             |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>168,242</b>    | <b>179,520</b>    | <b>246,295</b>    | <b>214,010</b>    | <b>176,750</b>                 | <b>211,715</b>    |

**PROGRAM DESCRIPTIONS:** Finance Department expenses in connection with the Water Utility are budgeted in this program. These include the costs of meter reading, billing and collection.

**BUDGET ANALYSIS:** The budget provides for the continuation of the existing activities. A data processing operator and 50% of a part time data processing operator are funded in this program. The Water Fund's share of the annual audit and postage costs are also included.

**PERSONNEL:** The portion of the personnel listed above is included in the finance program (11-06).

**Village of Wilmette  
2020 Budget**

**Fund:** 41 - Water Fund  
**Program:** 85 - Water - Billing  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Account Number                    | Description                     | Actual FY 2016 | Actual FY 2017 | Actual FY 2018 | Budget FY 2019 | Estimated Actual FY 2019 | Budget FY 2020 |
|-----------------------------------|---------------------------------|----------------|----------------|----------------|----------------|--------------------------|----------------|
| 410100                            | Regular Salaries                | 67,708         | 78,779         | 75,875         | 80,200         | 67,200                   | 76,025         |
| 410200                            | Overtime Salaries               | -              | 72             | 500            | 500            | 500                      | 500            |
| 415000                            | Employee Benefits               | 29,218         | 37,514         | 57,870         | 43,610         | 25,610                   | 47,490         |
| <b>Total Personnel</b>            |                                 | <b>96,926</b>  | <b>116,365</b> | <b>134,245</b> | <b>124,310</b> | <b>93,310</b>            | <b>124,015</b> |
| 420100                            | Annual Audit                    | 14,000         | 14,000         | 14,700         | 16,000         | 16,000                   | 18,000         |
| 420150                            | Bank Charges                    | 32,072         | 36,510         | 40,100         | 40,000         | 38,000                   | 40,000         |
| 420160                            | Postage                         | 17,186         | 16,681         | 20,000         | 20,000         | 15,000                   | 17,000         |
| 421000                            | Contractual Services            | -              | -              | 24,750         | -              | 640                      | -              |
| <b>Total Contractual Services</b> |                                 | <b>63,258</b>  | <b>67,191</b>  | <b>99,550</b>  | <b>76,000</b>  | <b>69,640</b>            | <b>75,000</b>  |
| 430230                            | Supplies - Office               | 5,566          | 9,012          | 9,000          | 9,000          | 9,000                    | 8,000          |
| 430240                            | Supplies - Office - Water Plant | 2,385          | 2,353          | 2,400          | 2,400          | 2,500                    | 2,400          |
| <b>Total Commodities</b>          |                                 | <b>7,951</b>   | <b>11,365</b>  | <b>11,400</b>  | <b>11,400</b>  | <b>11,500</b>            | <b>10,400</b>  |
| 441000                            | Incidentals                     | 80             | 87             | 100            | 300            | 300                      | 300            |
| 442000                            | Training                        | 27             | -              | 1,000          | 2,000          | 2,000                    | 2,000          |
| <b>Total Other Expenses</b>       |                                 | <b>107</b>     | <b>87</b>      | <b>1,100</b>   | <b>2,300</b>   | <b>2,300</b>             | <b>2,300</b>   |
| <b>Total Capital Outlay</b>       |                                 | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>                 | <b>-</b>       |
| <b>Total Program</b>              |                                 | <b>168,242</b> | <b>195,008</b> | <b>246,295</b> | <b>214,010</b> | <b>176,750</b>           | <b>211,715</b> |

**Village of Wilmette**  
**FY 2020 Budget**  
**Budget Summary**

**Fund: 41 - Water Fund**  
**Program: 93 - Debt Service**  
**Dept.: 80 - Water**  
**Type: 90 - Enterprise**

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | -                 | -                 | -                 | -                 | -                              | -                 |
| Contractual Services | 1,846,674         | 2,046,388         | 2,218,414         | 2,487,500         | 2,337,500                      | 2,242,500         |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Program Total</b> | <b>1,846,674</b>  | <b>2,046,388</b>  | <b>2,218,414</b>  | <b>2,487,500</b>  | <b>2,337,500</b>               | <b>2,242,500</b>  |

**PROGRAM DESCRIPTION:** This program provides for the principal, interest and fees associated with the annual debt service for bond issuances that financed Water Fund capital projects.

**BUDGET ANALYSIS:** The Village will have five outstanding General Obligation (G.O.) Bond Issues outstanding for which the Water Fund will accomplish all or a portion of the required the debt service costs. Those issuances are:

The G.O. Series 2007 Issue. A portion of the issuance, \$5.665 million, refunded the outstanding Series 2000 Issue related to the Water Fund.

The G.O. Series 2009 Issue. A portion of the issuance refunded the Series 1999 Issue. This refunding reduced Water debt service by \$2.6 million through 2016 – with net present value savings of \$276,000.

The G.O. Series 2010 Issue. A portion of the issuance, \$1.13 million, financed standpipe reconditioning, SCADA software upgrades and water plant improvements.

The G.O. Series 2011 Issue. A portion of the issuance, \$4.560 million, refunded the balance of the Series 2002 bond issuance related to the Water Fund.

The G.O. Series 2014 Issue. A portion of the issuance, \$3.005 million, refunded the outstanding 2004 bonds. The majority of the \$317,000 in net present value savings were structured to smooth the 2016 annual debt service payment.

The 2020 Budget includes \$4,000,000 in new IEPA proceeds to complete the \$8.9 million Electrical Improvements Project at the Water Plant. Additional debt financed work in 2020 includes water main replacements on Central Avenue & Lake Ave.

**Village of Wilmette  
2020 Budget**

**Fund:** 41 - Water Fund  
**Program:** 93 - Debt Service  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Account Number                    | Description                  | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <b>Total Personnel</b>            |                              | -                 | -                 | -                 | -                 | -                              | -                 |
| 450010                            | Registrar / Paying Agent Fee | 2,000             | 20,364            | 2,250             | 2,500             | 2,500                          | 2,500             |
| 450020                            | Bond Issuance Expense        | -                 | -                 | -                 | -                 | -                              | 20,000            |
| 450030                            | Bond Retirement              | 1,340,000         | 1,780,000         | 1,890,000         | 2,195,000         | 2,045,000                      | 1,980,000         |
| 450060                            | Interest Expense             | 504,674           | 246,024           | 326,164           | 290,000           | 290,000                        | 240,000           |
| 450070                            | Transfer to Escrow           | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Contractual Services</b> |                              | <b>1,846,674</b>  | <b>2,046,388</b>  | <b>2,218,414</b>  | <b>2,487,500</b>  | <b>2,337,500</b>               | <b>2,242,500</b>  |
| <b>Total Commodities</b>          |                              | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Other Expenses</b>       |                              | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Capital Outlay</b>       |                              | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Program</b>              |                              | <b>1,846,674</b>  | <b>2,046,388</b>  | <b>2,218,414</b>  | <b>2,487,500</b>  | <b>2,337,500</b>               | <b>2,242,500</b>  |

# Village of Wilmette

## FY 2020 Budget

### Budget Summary

**Fund:** 41 - Water Fund  
**Program:** 95 - Capital Improvements  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Expenditure Category | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|----------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Personnel Services   | -                 | -                 | -                 | -                 | -                              | -                 |
| Contractual Services | -                 | -                 | -                 | -                 | -                              | -                 |
| Commodities          | -                 | -                 | -                 | -                 | -                              | -                 |
| Other Expense        | -                 | -                 | -                 | -                 | -                              | -                 |
| Capital Outlay       | 215,262           | 539,968           | 714,202           | 6,818,300         | 4,992,235                      | 7,920,200         |
| <b>Program Total</b> | <b>215,262</b>    | <b>539,968</b>    | <b>714,202</b>    | <b>6,818,300</b>  | <b>4,992,235</b>               | <b>7,920,200</b>  |

**PROGRAM DESCRIPTIONS:** This program provides funding for major capital improvements to the Village's water system. This includes major improvements to the water plant to improve reliability and increase capacity as well as improvements to the water distribution system.

**BUDGET ANALYSIS:** The Water Plant Electrical Improvements project began in 2017 (funded through IEPA debt proceeds). The total cost of the project is projected at \$8.9 million and will continue through 2020. New Water Main Replacement is budgeted in the amount of \$2.9 million for Central and Lake Avenues.

**PERSONNEL:** There are no personnel assigned to this program.

**Village of Wilmette**  
**2020 Budget**

**Fund:** 41 - Water Fund  
**Program:** 95 - Capital Improvements  
**Dept.:** 80 - Water  
**Type:** 90 - Enterprise

| Account Number                    | Description                              | Actual<br>FY 2016 | Actual<br>FY 2017 | Actual<br>FY 2018 | Budget<br>FY 2019 | Estimated<br>Actual<br>FY 2019 | Budget<br>FY 2020 |
|-----------------------------------|------------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <b>Total Personnel</b>            |                                          | -                 | -                 | -                 | -                 | -                              | -                 |
| 450020                            | Bond Issuance Expense                    | -                 | -                 | -                 | -                 | -                              | -                 |
| 450060                            | Bond Interest Expense                    | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Contractual Services</b> |                                          | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Commodities</b>          |                                          | -                 | -                 | -                 | -                 | -                              | -                 |
| <b>Total Other Expenses</b>       |                                          | -                 | -                 | -                 | -                 | -                              | -                 |
| 470530-                           | <b>Infrastructure - Water Plant:</b>     |                   |                   |                   |                   |                                |                   |
| 80823                             | Interconnection Improvements             | -                 | -                 | -                 | -                 | -                              | -                 |
| 80836                             | Filter Valve Improvements                | -                 | -                 | -                 | -                 | -                              | -                 |
| 80839                             | Building Renovations & Pipe Gallery      | <i>195,814</i>    | -                 | -                 | -                 | -                              | -                 |
| 80840                             | Convert High Lift Pump to Variable Speed | -                 | -                 | -                 | -                 | -                              | -                 |
| 80842                             | Water Plant Electrical Improvements      | <i>19,448</i>     | <i>539,968</i>    | <i>714,202</i>    | <i>5,000,000</i>  | <i>3,600,000</i>               | <i>5,000,000</i>  |
| 470550-                           | <b>Infrastructure - Water Mains:</b>     |                   |                   |                   |                   |                                |                   |
| 80906                             | Sheridan Road Water Main                 | -                 | -                 | -                 | -                 | -                              | -                 |
| 80950                             | Water Main Replacement                   | -                 | -                 | -                 | <i>1,818,300</i>  | <i>1,392,235</i>               | <i>2,920,200</i>  |
| <b>Total Capital Outlay</b>       |                                          | <b>215,262</b>    | <b>539,968</b>    | <b>714,202</b>    | <b>6,818,300</b>  | <b>4,992,235</b>               | <b>7,920,200</b>  |
| <b>Total Program</b>              |                                          | <b>215,262</b>    | <b>539,968</b>    | <b>714,202</b>    | <b>6,818,300</b>  | <b>4,992,235</b>               | <b>7,920,200</b>  |

## Debt Service

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The Village of Wilmette operates under “Home Rule” authority in the State of Illinois and has no debt limitations under that authority. Following this narrative are schedules detailing the outstanding long-term debt service requirements to maturity for all of the Village’s Funds.

The need for bond financing is evaluated annually in conjunction with the preparation of the Ten Year Capital Improvements Program (CIP). Large capital improvements / purchases are evaluated based on need and the maintaining or enhancing of service levels. If the need is justified and an item cannot be funded from operating revenues, bond financing will be considered. Such financings are reviewed for the impact of the debt service payments on the Village’s tax levy or other revenue source (e.g. water rate or sewer rate) used to repay the debt. Capital spending may also impact operating costs. For example, additional personnel and training may be needed to operate new equipment, or maintenance costs may increase as a result of building additions. The collective impact of a bond financing is built into the long-term cash flow projections.

The Village will pursue stormwater improvement projects to address overland flooding issues for residents who live west of Ridge Road. The Neighborhood Storage Project will involve the construction of underground stormwater storage facilities beneath three Park District parks / playlots. The total estimated cost is \$68 million and will take several years to design, permit and build. The 2020 budget includes a \$24 million bond issuance to fund the construction of first storage facility at Community Playfield. The debt service will be repaid from a new stormwater utility fee that will charge properties a quarterly fee based on the measured impervious surface. The 2020 budget also includes \$820 thousand for continued sewer lining and rehabilitation work to be funded with new IEPA loan. The sewer fee was increased 3.8% to accommodate the cost of the loan as well as other sewer maintenance costs.

Lastly, the Village has secured a loan from the IEPA for approximately \$8.7 million to finance a significant generator / electrical improvement project for the Water Plant. The 2020 budget includes \$5 million in spending for this project. The budget also includes a \$4.3 million debt issuance for several significant water main replacement projects. No rate increase was required to support the debt as a new wholesale customer, North Maine Utilities, is due to start service mid-year.

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule Summary - By Fund**

| <b>Fiscal Year Ending</b> | <b>General Fund<br/>Debt Service</b> | <b>Water<br/>Debt Service</b> | <b>Sewer<br/>Debt Service</b> | <b>Debt Service</b>   |
|---------------------------|--------------------------------------|-------------------------------|-------------------------------|-----------------------|
| December 31, 2020         | 3,698,125.00                         | 2,111,187.50                  | 3,801,829.64                  | 9,611,142.14          |
| December 31, 2021         | 3,707,225.00                         | 2,406,737.50                  | 4,059,079.64                  | 10,173,042.14         |
| December 31, 2022         | 3,758,312.50                         | 2,847,107.50                  | 3,801,979.64                  | 10,407,399.64         |
| December 31, 2023         | 3,860,037.50                         | 2,263,907.50                  | 3,432,454.64                  | 9,556,399.64          |
| December 31, 2024         | 3,807,825.00                         | 1,936,457.50                  | 3,527,804.64                  | 9,272,087.14          |
| December 31, 2025         | 3,789,350.00                         | 768,320.00                    | 3,513,604.64                  | 8,071,274.64          |
| December 31, 2026         | 2,118,850.00                         | 768,320.00                    | 3,493,454.64                  | 6,380,624.64          |
| December 31, 2027         | 585,025.00                           | 768,320.00                    | 3,453,162.32                  | 4,806,507.32          |
| December 31, 2028         | 584,925.00                           | 768,320.00                    | 3,389,452.36                  | 4,742,697.36          |
| December 31, 2029         | 503,350.00                           | 768,320.00                    | 3,763,977.36                  | 5,035,647.36          |
| December 31, 2030         | 504,350.00                           | 768,320.00                    | 3,775,016.56                  | 5,047,686.56          |
| December 31, 2031         | 507,050.00                           | 768,320.00                    | 3,786,617.92                  | 5,061,987.92          |
| December 31, 2032         | 504,300.00                           | 768,320.00                    | 3,701,230.78                  | 4,973,850.78          |
| December 31, 2033         | 506,250.00                           | 768,320.00                    | 3,709,254.67                  | 4,983,824.67          |
| December 31, 2034         | 502,750.00                           | 768,320.00                    | 3,684,597.60                  | 4,955,667.60          |
| December 31, 2035         | 503,950.00                           | 768,320.00                    | 3,652,821.88                  | 4,925,091.88          |
| December 31, 2036         | 504,700.00                           | 768,320.00                    | 3,647,646.88                  | 4,920,666.88          |
| December 31, 2037         |                                      | 768,320.00                    | 3,600,421.58                  | 4,368,741.58          |
| December 31, 2038         |                                      | 768,320.00                    | 3,617,748.29                  | 4,386,068.29          |
| December 31, 2039         |                                      | 768,320.00                    | 3,585,925.00                  | 4,354,245.00          |
| December 31, 2040         |                                      | 768,320.00                    | 3,629,600.00                  | 4,397,920.00          |
| December 31, 2041         |                                      | 768,320.00                    | 3,495,800.00                  | 4,264,120.00          |
| December 31, 2042         |                                      | 248,000.00                    | 3,476,400.00                  | 3,724,400.00          |
| December 31, 2043         |                                      | 248,000.00                    | 3,456,400.00                  | 3,704,400.00          |
| December 31, 2044         |                                      | 248,000.00                    | 1,532,600.00                  | 1,780,600.00          |
| December 31, 2045         |                                      | 248,000.00                    | 1,531,000.00                  | 1,779,000.00          |
| December 31, 2046         |                                      | 248,000.00                    | 1,532,600.00                  | 1,780,600.00          |
| December 31, 2047         |                                      | 248,000.00                    | 1,532,200.00                  | 1,780,200.00          |
| December 31, 2048         |                                      | 248,000.00                    | 1,529,800.00                  | 1,777,800.00          |
| December 31, 2049         |                                      | 248,000.00                    | 1,530,400.00                  | 1,778,400.00          |
| December 31, 2050         |                                      | 248,000.00                    | 1,528,800.00                  | 1,776,800.00          |
| <b>Total</b>              | <b>29,946,375.00</b>                 | <b>26,858,837.50</b>          | <b>97,773,680.68</b>          | <b>154,578,893.18</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
General Debt Summary**

| <b>Fiscal Year Ending</b> | <b>2010<br/>Issue</b> | <b>2013<br/>Issue</b> | <b>2017A<br/>Issue</b> | <b>2017B<br/>Issue</b> | <b>Total</b>         |
|---------------------------|-----------------------|-----------------------|------------------------|------------------------|----------------------|
| December 31, 2020         | 3,321,537.50          | 82,862.50             | 134,725.00             | 159,000.00             | 3,698,125.00         |
| December 31, 2021         | 3,336,437.50          | 81,562.50             | 134,725.00             | 154,500.00             | 3,707,225.00         |
| December 31, 2022         | 3,543,487.50          | 80,100.00             | 134,725.00             |                        | 3,758,312.50         |
| December 31, 2023         | 3,641,837.50          | 83,475.00             | 134,725.00             |                        | 3,860,037.50         |
| December 31, 2024         | 3,591,375.00          | 81,725.00             | 134,725.00             |                        | 3,807,825.00         |
| December 31, 2025         | 3,205,000.00          | 79,625.00             | 504,725.00             |                        | 3,789,350.00         |
| December 31, 2026         | 1,534,000.00          | 82,525.00             | 502,325.00             |                        | 2,118,850.00         |
| December 31, 2027         |                       | 80,200.00             | 504,825.00             |                        | 585,025.00           |
| December 31, 2028         |                       | 82,800.00             | 502,125.00             |                        | 584,925.00           |
| December 31, 2029         |                       |                       | 503,350.00             |                        | 503,350.00           |
| December 31, 2030         |                       |                       | 504,350.00             |                        | 504,350.00           |
| December 31, 2031         |                       |                       | 507,050.00             |                        | 507,050.00           |
| December 31, 2032         |                       |                       | 504,300.00             |                        | 504,300.00           |
| December 31, 2033         |                       |                       | 506,250.00             |                        | 506,250.00           |
| December 31, 2034         |                       |                       | 502,750.00             |                        | 502,750.00           |
| December 31, 2035         |                       |                       | 503,950.00             |                        | 503,950.00           |
| December 31, 2036         |                       |                       | 504,700.00             |                        | 504,700.00           |
| <b>Total</b>              | <b>22,173,675.00</b>  | <b>734,875.00</b>     | <b>6,724,325.00</b>    | <b>313,500.00</b>      | <b>29,946,375.00</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
General Debt Summary**

**General Fund Debt Schedules**

| <b>Date Payable</b> | <b>Interest</b>                                | <b>Principal</b>     | <b>Total</b>          |               |
|---------------------|------------------------------------------------|----------------------|-----------------------|---------------|
| <b>Issue:</b>       | <b>2010 Improvements &amp; Refunding Issue</b> |                      | <b>Interest Rate:</b> | <b>3.287%</b> |
| <b>Date Payable</b> | <b>Interest</b>                                | <b>Principal</b>     | <b>Total</b>          |               |
| June 1, 2020        | 325,768.75                                     |                      |                       |               |
| December 1, 2020    | 325,768.75                                     | 2,670,000.00         | 3,321,537.50          |               |
| June 1, 2021        | 285,718.75                                     |                      |                       |               |
| December 1, 2021    | 285,718.75                                     | 2,765,000.00         | 3,336,437.50          |               |
| June 1, 2022        | 244,243.75                                     |                      |                       |               |
| December 1, 2022    | 244,243.75                                     | 3,055,000.00         | 3,543,487.50          |               |
| June 1, 2023        | 198,418.75                                     |                      |                       |               |
| December 1, 2023    | 198,418.75                                     | 3,245,000.00         | 3,641,837.50          |               |
| June 1, 2024        | 145,687.50                                     |                      |                       |               |
| December 1, 2024    | 145,687.50                                     | 3,300,000.00         | 3,591,375.00          |               |
| June 1, 2025        | 90,000.00                                      |                      |                       |               |
| December 1, 2025    | 90,000.00                                      | 3,025,000.00         | 3,205,000.00          |               |
| June 1, 2026        | 29,500.00                                      |                      |                       |               |
| December 1, 2026    | 29,500.00                                      | 1,475,000.00         | 1,534,000.00          |               |
| <b>Totals</b>       | <b>2,638,675.00</b>                            | <b>19,535,000.00</b> | <b>22,173,675.00</b>  |               |

| <b>Date Payable</b> | <b>Interest</b>                | <b>Principal</b>  | <b>Total</b>          |               |
|---------------------|--------------------------------|-------------------|-----------------------|---------------|
| <b>Issue:</b>       | <b>2013 Improvements Issue</b> |                   | <b>Interest Rate:</b> | <b>2.644%</b> |
| <b>Date Payable</b> | <b>Interest</b>                | <b>Principal</b>  | <b>Total</b>          |               |
| June 1, 2020        | 8,931.25                       | -                 |                       |               |
| December 1, 2020    | 8,931.25                       | 65,000.00         | 82,862.50             |               |
| June 1, 2021        | 8,281.25                       | -                 |                       |               |
| December 1, 2021    | 8,281.25                       | 65,000.00         | 81,562.50             |               |
| June 1, 2022        | 7,550.00                       | -                 |                       |               |
| December 1, 2022    | 7,550.00                       | 65,000.00         | 80,100.00             |               |
| June 1, 2023        | 6,737.50                       | -                 |                       |               |
| December 1, 2023    | 6,737.50                       | 70,000.00         | 83,475.00             |               |
| June 1, 2024        | 5,862.50                       | -                 |                       |               |
| December 1, 2024    | 5,862.50                       | 70,000.00         | 81,725.00             |               |
| June 1, 2025        | 4,812.50                       | -                 |                       |               |
| December 1, 2025    | 4,812.50                       | 70,000.00         | 79,625.00             |               |
| June 1, 2026        | 3,762.50                       | -                 |                       |               |
| December 1, 2026    | 3,762.50                       | 75,000.00         | 82,525.00             |               |
| June 1, 2027        | 2,600.00                       | -                 |                       |               |
| December 1, 2027    | 2,600.00                       | 75,000.00         | 80,200.00             |               |
| June 1, 2028        | 1,400.00                       | -                 |                       |               |
| December 1, 2028    | 1,400.00                       | 80,000.00         | 82,800.00             |               |
| <b>Totals</b>       | <b>99,875.00</b>               | <b>635,000.00</b> | <b>734,875.00</b>     |               |

**Village of Wilmette  
Fiscal Year 2020 Budget  
General Debt Summary**

| <b>Issue:</b>       | <b>2017A New</b>    | <b>Interest Rate:</b> |                     | <b>2.81%</b> |
|---------------------|---------------------|-----------------------|---------------------|--------------|
| <b>Date Payable</b> | <b>Interest</b>     | <b>Principal</b>      | <b>Total</b>        |              |
| June 1, 2020        | 67,362.50           | -                     | -                   |              |
| December 1, 2020    | 67,362.50           | -                     | 134,725.00          |              |
| June 1, 2021        | 67,362.50           | -                     | -                   |              |
| December 1, 2021    | 67,362.50           | -                     | 134,725.00          |              |
| June 1, 2022        | 67,362.50           | -                     | -                   |              |
| December 1, 2022    | 67,362.50           | -                     | 134,725.00          |              |
| June 1, 2023        | 67,362.50           | -                     | -                   |              |
| December 1, 2023    | 67,362.50           | -                     | 134,725.00          |              |
| June 1, 2024        | 67,362.50           | -                     | -                   |              |
| December 1, 2024    | 67,362.50           | -                     | 134,725.00          |              |
| June 1, 2025        | 67,362.50           | -                     | -                   |              |
| December 1, 2025    | 67,362.50           | 370,000.00            | 504,725.00          |              |
| June 1, 2026        | 63,662.50           | -                     | -                   |              |
| December 1, 2026    | 63,662.50           | 375,000.00            | 502,325.00          |              |
| June 1, 2027        | 59,912.50           | -                     | -                   |              |
| December 1, 2027    | 59,912.50           | 385,000.00            | 504,825.00          |              |
| June 1, 2028        | 56,062.50           | -                     | -                   |              |
| December 1, 2028    | 56,062.50           | 390,000.00            | 502,125.00          |              |
| June 1, 2029        | 51,675.00           | -                     | -                   |              |
| December 1, 2029    | 51,675.00           | 400,000.00            | 503,350.00          |              |
| June 1, 2030        | 47,175.00           | -                     | -                   |              |
| December 1, 2030    | 47,175.00           | 410,000.00            | 504,350.00          |              |
| June 1, 2031        | 41,025.00           | -                     | -                   |              |
| December 1, 2031    | 41,025.00           | 425,000.00            | 507,050.00          |              |
| June 1, 2032        | 34,650.00           | -                     | -                   |              |
| December 1, 2032    | 34,650.00           | 435,000.00            | 504,300.00          |              |
| June 1, 2033        | 28,125.00           | -                     | -                   |              |
| December 1, 2033    | 28,125.00           | 450,000.00            | 506,250.00          |              |
| June 1, 2034        | 21,375.00           | -                     | -                   |              |
| December 1, 2034    | 21,375.00           | 460,000.00            | 502,750.00          |              |
| June 1, 2035        | 14,475.00           | -                     | -                   |              |
| December 1, 2035    | 14,475.00           | 475,000.00            | 503,950.00          |              |
| June 1, 2036        | 7,350.00            | -                     | -                   |              |
| December 1, 2036    | 7,350.00            | 490,000.00            | 504,700.00          |              |
| <b>Totals</b>       | <b>1,659,325.00</b> | <b>5,065,000.00</b>   | <b>6,724,325.00</b> |              |

| <b>Issue:</b>       | <b>2017B Refund 2009</b> | <b>Interest Rate:</b> |                   | <b>1.87%</b> |
|---------------------|--------------------------|-----------------------|-------------------|--------------|
| <b>Date Payable</b> | <b>Interest</b>          | <b>Principal</b>      | <b>Total</b>      |              |
| June 1, 2020        | 4,500.00                 |                       |                   |              |
| December 1, 2020    | 4,500.00                 | 150,000.00            | 159,000.00        |              |
| June 1, 2021        | 2,250.00                 |                       |                   |              |
| December 1, 2021    | 2,250.00                 | 150,000.00            | 154,500.00        |              |
| <b>Totals</b>       | <b>13,500.00</b>         | <b>300,000.00</b>     | <b>313,500.00</b> |              |

**Village of Wilmette FY 2020 Budget  
Tax Levy Projections**

| Levy Year | Projected Operating Levy | Road Program | Fire and Police Pension Levy * | Debt Service Levy | Additional Levy for Fire & Police Pen. | Portion Paid from Bond Proceeds | Adjustment ** to Operating Levy to Smooth the Increment | Total Levy | "Smoothed" Incremental Growth (%) |
|-----------|--------------------------|--------------|--------------------------------|-------------------|----------------------------------------|---------------------------------|---------------------------------------------------------|------------|-----------------------------------|
| 1998      | 6,386,857                |              |                                | 997,843           |                                        |                                 |                                                         | 7,384,700  |                                   |
| 1999      | 6,466,007                |              |                                | 1,176,693         |                                        |                                 |                                                         | 7,642,700  | 3.49%                             |
| 2000      | 6,627,658                |              |                                | 1,386,515         |                                        |                                 | (20,000)                                                | 7,994,173  | 4.60%                             |
| 2001      | 6,956,488                |              |                                | 1,515,128         |                                        |                                 | (10,000)                                                | 8,461,616  | 5.85%                             |
| 2002      | 7,234,176                |              |                                | 2,473,868         |                                        | (600,000)                       | (140,000)                                               | 8,968,044  | 5.98%                             |
| 2003      | 7,523,543                |              |                                | 2,563,593         |                                        | (400,000)                       | (182,000)                                               | 9,505,136  | 5.99%                             |
| 2004      | 8,071,000                |              |                                | 2,583,226         |                                        | (200,000)                       | (147,500)                                               | 10,306,726 | 8.43%                             |
| 2005      | 8,295,437                |              |                                | 2,450,663         |                                        |                                 | 179,500                                                 | 10,925,600 | 6.00%                             |
| 2006      | 8,940,311                |              |                                | 2,541,289         |                                        |                                 | 320,000                                                 | 11,801,600 | 8.02%                             |
| 2007      | 9,352,187                |              |                                | 3,883,613         |                                        | (500,000)                       | (463,000)                                               | 12,272,800 | 3.99%                             |
| 2008      | 9,572,183                |              |                                | 3,241,817         | 172,000                                |                                 | 13,000                                                  | 12,999,000 | 5.92%                             |
| 2009      | 9,503,999                |              |                                | 3,069,001         | 490,000                                |                                 | 450,000                                                 | 13,513,000 | 3.95%                             |
| 2010      | 9,942,229                |              |                                | 2,991,871         | 1,082,000                              |                                 |                                                         | 14,016,100 | 3.72%                             |
| 2011      | 10,330,002               |              |                                | 3,041,398         | 1,162,000                              |                                 |                                                         | 14,533,400 | 3.69%                             |
| 2012      | 11,783,345               |              |                                | 3,256,455         |                                        |                                 |                                                         | 15,039,800 | 3.48%                             |
| 2013      | 12,250,693               |              |                                | 3,298,207         |                                        |                                 |                                                         | 15,548,900 | 3.39%                             |
| 2014      | 12,718,778               |              |                                | 3,351,672         |                                        |                                 |                                                         | 16,070,450 | 3.35%                             |
| 2015      | 9,136,199                |              | 4,059,100                      | 3,412,624         |                                        |                                 |                                                         | 16,607,923 | 3.34%                             |
| 2016      | 9,440,078                |              | 4,516,300                      | 3,477,386         |                                        |                                 |                                                         | 17,433,764 | 4.97%                             |
| 2017      | 9,356,668                | 150,000      | 4,877,000                      | 3,738,528         |                                        |                                 |                                                         | 18,122,196 | 3.95%                             |
| 2018      | 9,661,800                | 150,000      | 5,096,000                      | 3,713,000         |                                        |                                 |                                                         | 18,620,800 | 2.75%                             |
| 2019      | 9,928,400                | 650,000      | 5,236,000                      | 3,735,000         |                                        |                                 |                                                         | 19,549,400 | 4.99%                             |
| 2020      | 10,375,100               | 650,000      | 5,581,000                      | 3,744,000         |                                        |                                 |                                                         | 20,350,100 | 4.10%                             |
| 2021      | 10,841,800               | 650,000      | 5,919,000                      | 3,980,000         |                                        |                                 |                                                         | 21,390,800 | 5.11%                             |
| 2022      | 11,329,500               | 650,000      | 6,050,000                      | 4,082,000         |                                        |                                 |                                                         | 22,111,500 | 3.37%                             |
| 2023      | 11,839,400               | 702,000      | 6,324,000                      | 4,030,000         |                                        |                                 |                                                         | 22,895,400 | 3.55%                             |
| 2024      | 12,372,100               | 721,000      | 6,194,000                      | 4,011,000         |                                        |                                 |                                                         | 23,298,100 | 1.76%                             |
| 2025      | 12,929,800               | 2,394,000    | 6,064,000                      | 2,338,000         |                                        |                                 |                                                         | 23,725,800 | 1.84%                             |
| 2026      | 13,519,200               | 2,498,000    | 5,940,000                      | 2,234,000         |                                        |                                 |                                                         | 24,191,200 | 1.96%                             |
| 2027      | 14,127,000               | 2,498,000    | 5,814,000                      | 2,234,000         |                                        |                                 |                                                         | 24,673,000 | 1.99%                             |
| 2028      | 14,762,600               | 2,580,000    | 5,674,000                      | 2,152,000         |                                        |                                 |                                                         | 25,168,600 | 2.01%                             |

\* The itemization of the employer contribution to the Fire and Police Pension Funds was new on the 2017 tax levy. Previously this expense was included in the Operating Levy

\*\* These adjustments, in total, net to zero. They are designed to eliminate large percentage fluctuations in the Village's tax levy due to the issuance of new debt.

**Village of Wilmette  
Fiscal Year 2020 Budget  
Water Debt Summary**

| <b>Fiscal Year Ending</b> | <b>IEPA<br/>Loan est.</b> | <b>2010<br/>Issue</b> | <b>2011<br/>Issue</b> | <b>2014<br/>Issue</b> | <b>2017A<br/>Issue</b> | <b>2017B<br/>Issue</b> | <b>2020<br/>Issue est.</b> | <b>Total</b>         |
|---------------------------|---------------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|----------------------------|----------------------|
| December 31, 2020         |                           | 38,137.50             | 490,750.00            | 551,050.00            | 915,900.00             | 115,350.00             |                            | 2,111,187.50         |
| December 31, 2021         | -                         | 38,137.50             | 1,073,750.00          |                       | 933,300.00             | 113,550.00             | 248,000.00                 | 2,406,737.50         |
| December 31, 2022         | 520,320.00                | 38,137.50             | 1,123,900.00          |                       |                        | 916,750.00             | 248,000.00                 | 2,847,107.50         |
| December 31, 2023         | 520,320.00                | 38,137.50             | 571,650.00            |                       |                        | 885,800.00             | 248,000.00                 | 2,263,907.50         |
| December 31, 2024         | 520,320.00                | 1,168,137.50          |                       |                       |                        |                        | 248,000.00                 | 1,936,457.50         |
| December 31, 2025         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2026         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2027         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2028         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2029         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2030         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2031         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2032         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2033         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2034         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2035         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2036         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2037         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2038         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2039         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2040         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2041         | 520,320.00                |                       |                       |                       |                        |                        | 248,000.00                 | 768,320.00           |
| December 31, 2042         |                           |                       |                       |                       |                        |                        | 248,000.00                 | 248,000.00           |
| December 31, 2043         |                           |                       |                       |                       |                        |                        | 248,000.00                 | 248,000.00           |
| December 31, 2044         |                           |                       |                       |                       |                        |                        | 248,000.00                 | 248,000.00           |
| December 31, 2045         |                           |                       |                       |                       |                        |                        | 248,000.00                 | 248,000.00           |
| December 31, 2046         |                           |                       |                       |                       |                        |                        | 248,000.00                 | 248,000.00           |
| December 31, 2047         |                           |                       |                       |                       |                        |                        | 248,000.00                 | 248,000.00           |
| December 31, 2048         |                           |                       |                       |                       |                        |                        | 248,000.00                 | 248,000.00           |
| December 31, 2049         |                           |                       |                       |                       |                        |                        | 248,000.00                 | 248,000.00           |
| December 31, 2050         |                           |                       |                       |                       |                        |                        | 248,000.00                 | 248,000.00           |
| <b>Total</b>              | <b>10,406,400.00</b>      | <b>1,320,687.50</b>   | <b>3,260,050.00</b>   | <b>551,050.00</b>     | <b>1,849,200.00</b>    | <b>2,031,450.00</b>    | <b>7,440,000.00</b>        | <b>26,858,837.50</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

**Water Debt Schedules**

| <b>Issue:</b>       |                   | <b>2010 Water Fund Improvements Issue</b> |  | <b>Interest Rate:</b> |  | <b>3.287%</b> |
|---------------------|-------------------|-------------------------------------------|--|-----------------------|--|---------------|
| <b>Date Payable</b> | <b>Interest</b>   | <b>Principal</b>                          |  | <b>Total</b>          |  |               |
| June 1, 2020        | 19,068.75         |                                           |  |                       |  |               |
| December 1, 2020    | 19,068.75         | -                                         |  | 38,137.50             |  |               |
| June 1, 2021        | 19,068.75         |                                           |  |                       |  |               |
| December 1, 2021    | 19,068.75         | -                                         |  | 38,137.50             |  |               |
| June 1, 2022        | 19,068.75         |                                           |  |                       |  |               |
| December 1, 2022    | 19,068.75         | -                                         |  | 38,137.50             |  |               |
| June 1, 2023        | 19,068.75         |                                           |  |                       |  |               |
| December 1, 2023    | 19,068.75         | -                                         |  | 38,137.50             |  |               |
| June 1, 2024        | 19,068.75         |                                           |  |                       |  |               |
| December 1, 2024    | 19,068.75         | 1,130,000.00                              |  | 1,168,137.50          |  |               |
| <b>Totals</b>       | <b>190,687.50</b> | <b>1,130,000.00</b>                       |  | <b>1,320,687.50</b>   |  |               |

| <b>Issue:</b>       |                   | <b>2011 Water Fund Refunding Issue</b> |  | <b>Interest Rate:</b> |  | <b>2.657%</b> |
|---------------------|-------------------|----------------------------------------|--|-----------------------|--|---------------|
| <b>Date Payable</b> | <b>Interest</b>   | <b>Principal</b>                       |  | <b>Total</b>          |  |               |
| June 1, 2020        | 45,375.00         |                                        |  |                       |  |               |
| December 1, 2020    | 45,375.00         | 400,000.00                             |  | 490,750.00            |  |               |
| June 1, 2021        | 39,375.00         |                                        |  |                       |  |               |
| December 1, 2021    | 39,375.00         | 995,000.00                             |  | 1,073,750.00          |  |               |
| June 1, 2022        | 24,450.00         |                                        |  |                       |  |               |
| December 1, 2022    | 24,450.00         | 1,075,000.00                           |  | 1,123,900.00          |  |               |
| June 1, 2023        | 8,325.00          |                                        |  |                       |  |               |
| December 1, 2023    | 8,325.00          | 555,000.00                             |  | 571,650.00            |  |               |
| <b>Totals</b>       | <b>235,050.00</b> | <b>3,025,000.00</b>                    |  | <b>3,260,050.00</b>   |  |               |

| <b>Issue:</b>       |                  | <b>2014 Water Fund Refund of 2004 Issue</b> |  | <b>Interest Rate:</b> |  | <b>1.43%</b> |
|---------------------|------------------|---------------------------------------------|--|-----------------------|--|--------------|
| <b>Date Payable</b> | <b>Interest</b>  | <b>Principal</b>                            |  | <b>Total</b>          |  |              |
| June 1, 2020        | 8,025.00         |                                             |  |                       |  |              |
| December 1, 2020    | 8,025.00         | 535,000.00                                  |  | 551,050.00            |  |              |
| <b>Totals</b>       | <b>16,050.00</b> | <b>535,000.00</b>                           |  | <b>551,050.00</b>     |  |              |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

| <b>Issue:</b>       | <b>2017A Water Fund Refund 2007</b> |                     | <b>Interest Rate:</b> | <b>2.81%</b> |
|---------------------|-------------------------------------|---------------------|-----------------------|--------------|
| <b>Date Payable</b> | <b>Interest</b>                     | <b>Principal</b>    | <b>Total</b>          |              |
| June 1, 2020        | 17,950.00                           |                     |                       |              |
| December 1, 2020    | 17,950.00                           | 880,000.00          | 915,900.00            |              |
| June 1, 2021        | 9,150.00                            |                     |                       |              |
| December 1, 2021    | 9,150.00                            | 915,000.00          | 933,300.00            |              |
| <b>Totals</b>       | <b>54,200.00</b>                    | <b>1,795,000.00</b> | <b>1,849,200.00</b>   |              |

| <b>Issue:</b>       | <b>2017B Water Fund Refund 2009</b> |                     | <b>Interest Rate:</b> | <b>1.87%</b> |
|---------------------|-------------------------------------|---------------------|-----------------------|--------------|
| <b>Date Payable</b> | <b>Interest</b>                     | <b>Principal</b>    | <b>Total</b>          |              |
| June 1, 2020        | 27,675.00                           |                     |                       |              |
| December 1, 2020    | 27,675.00                           | 60,000.00           | 115,350.00            |              |
| June 1, 2021        | 26,775.00                           |                     |                       |              |
| December 1, 2021    | 26,775.00                           | 60,000.00           | 113,550.00            |              |
| June 1, 2022        | 25,875.00                           |                     |                       |              |
| December 1, 2022    | 25,875.00                           | 865,000.00          | 916,750.00            |              |
| June 1, 2023        | 12,900.00                           |                     |                       |              |
| December 1, 2023    | 12,900.00                           | 860,000.00          | 885,800.00            |              |
| <b>Totals</b>       | <b>186,450.00</b>                   | <b>1,845,000.00</b> | <b>2,031,450.00</b>   |              |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Sewer Debt Service Summary**

| Fiscal Year Ending | IEPA Loans              |                         |                         |                         |                         |                         |                         |                         |                         |
|--------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|                    | FY 2006<br>Improvements | FY 2007<br>Improvements | FY 2009<br>Improvements | FY 2010<br>Improvements | FY 2011<br>Improvements | FY 2012<br>Improvements | FY 2013<br>Improvements | FY 2015<br>Improvements | FY 2018<br>Improvements |
| December 31, 2020  | 27,847.04               | 41,495.24               | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2021  | 27,847.04               | 41,495.24               | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2022  | 27,847.04               | 41,495.24               | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2023  | 27,847.04               | 41,495.24               | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2024  | 27,847.04               | 41,495.24               | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2025  | 27,847.04               | 41,495.24               | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2026  | 27,847.04               | 41,495.24               | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2027  |                         | 40,549.96               | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2028  |                         |                         | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2029  |                         |                         | 8,821.94                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2030  |                         |                         | 4,411.14                | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2031  |                         |                         |                         | 42,887.14               | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2032  |                         |                         |                         |                         | 47,414.40               | 35,268.78               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2033  |                         |                         |                         |                         |                         | 29,957.07               | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2034  |                         |                         |                         |                         |                         |                         | 39,125.72               | 43,037.80               | 47,546.58               |
| December 31, 2035  |                         |                         |                         |                         |                         |                         |                         | 43,037.80               | 47,546.58               |
| December 31, 2036  |                         |                         |                         |                         |                         |                         |                         | 43,037.80               | 47,546.58               |
| December 31, 2037  |                         |                         |                         |                         |                         |                         |                         |                         | 47,546.58               |
| December 31, 2038  |                         |                         |                         |                         |                         |                         |                         |                         | 23,773.29               |
| December 31, 2039  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2040  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2041  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2042  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2043  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2044  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2045  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2046  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2047  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2048  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2049  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| December 31, 2050  |                         |                         |                         |                         |                         |                         |                         |                         |                         |
| <b>Total</b>       | <b>194,929.28</b>       | <b>331,016.64</b>       | <b>92,630.54</b>        | <b>514,645.68</b>       | <b>616,387.20</b>       | <b>488,451.21</b>       | <b>586,885.80</b>       | <b>731,642.60</b>       | <b>879,611.73</b>       |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Sewer Debt Service Summary**

| <b>FY 2019<br/>Imprv est.</b> | <b>FY 2020<br/>Imprv est.</b> | <b>2011 General<br/>Obligation<br/>Bond Issue</b> | <b>2013 General<br/>Obligation<br/>Bond Issue</b> | <b>2014 General<br/>Obligation<br/>Bond Issue</b> | <b>2017A General<br/>Obligation<br/>Bond Issue</b> | <b>2017B General<br/>Obligation<br/>Bond Issue</b> | <b>2020 General<br/>Obligation<br/>Bond Issue est</b> | <b>Total</b>         |
|-------------------------------|-------------------------------|---------------------------------------------------|---------------------------------------------------|---------------------------------------------------|----------------------------------------------------|----------------------------------------------------|-------------------------------------------------------|----------------------|
|                               |                               | 1,098,750.00                                      | 435,110.00                                        | 576,625.00                                        | 311,100.00                                         | 296,800.00                                         | 750,000.00                                            | 3,801,829.64         |
| 118,000.00                    |                               | 1,309,500.00                                      | 433,110.00                                        | 576,625.00                                        |                                                    | 288,400.00                                         | 1,000,000.00                                          | 4,059,079.64         |
| 118,000.00                    | 50,000.00                     | 1,288,050.00                                      | 435,860.00                                        | 576,625.00                                        |                                                    |                                                    | 1,000,000.00                                          | 3,801,979.64         |
| 118,000.00                    | 50,000.00                     | 726,150.00                                        | 428,235.00                                        | 776,625.00                                        |                                                    |                                                    | 1,000,000.00                                          | 3,432,454.64         |
| 118,000.00                    | 50,000.00                     | -                                                 | 825,735.00                                        | 670,625.00                                        |                                                    |                                                    | 1,530,000.00                                          | 3,527,804.64         |
| 118,000.00                    | 50,000.00                     | -                                                 | 815,735.00                                        | 667,625.00                                        |                                                    |                                                    | 1,528,800.00                                          | 3,513,604.64         |
| 118,000.00                    | 50,000.00                     | -                                                 | 795,585.00                                        | 664,625.00                                        |                                                    |                                                    | 1,531,800.00                                          | 3,493,454.64         |
| 118,000.00                    | 50,000.00                     | -                                                 | 785,085.00                                        | 661,625.00                                        |                                                    |                                                    | 1,533,800.00                                          | 3,453,162.32         |
| 118,000.00                    | 50,000.00                     | -                                                 | 768,925.00                                        | 658,625.00                                        |                                                    |                                                    | 1,529,800.00                                          | 3,389,452.36         |
| 118,000.00                    | 50,000.00                     | -                                                 | 746,250.00                                        | 1,055,625.00                                      |                                                    |                                                    | 1,530,000.00                                          | 3,763,977.36         |
| 118,000.00                    | 50,000.00                     | -                                                 | 727,500.00                                        | 1,090,625.00                                      |                                                    |                                                    | 1,529,200.00                                          | 3,775,016.56         |
| 118,000.00                    | 50,000.00                     | -                                                 | 707,500.00                                        | 1,123,437.50                                      |                                                    |                                                    | 1,532,400.00                                          | 3,786,617.92         |
| 118,000.00                    | 50,000.00                     |                                                   | 687,500.00                                        | 1,103,937.50                                      |                                                    |                                                    | 1,529,400.00                                          | 3,701,230.78         |
| 118,000.00                    | 50,000.00                     |                                                   | 667,500.00                                        | 1,183,687.50                                      |                                                    |                                                    | 1,530,400.00                                          | 3,709,254.67         |
| 118,000.00                    | 50,000.00                     |                                                   | 647,500.00                                        | 1,209,187.50                                      |                                                    |                                                    | 1,530,200.00                                          | 3,684,597.60         |
| 118,000.00                    | 50,000.00                     |                                                   | 1,127,500.00                                      | 732,937.50                                        |                                                    |                                                    | 1,533,800.00                                          | 3,652,821.88         |
| 118,000.00                    | 50,000.00                     |                                                   | 1,086,000.00                                      | 772,062.50                                        |                                                    |                                                    | 1,531,000.00                                          | 3,647,646.88         |
| 118,000.00                    | 50,000.00                     |                                                   | 1,043,500.00                                      | 809,375.00                                        |                                                    |                                                    | 1,532,000.00                                          | 3,600,421.58         |
| 118,000.00                    | 50,000.00                     |                                                   |                                                   | 1,894,375.00                                      |                                                    |                                                    | 1,531,600.00                                          | 3,617,748.29         |
| 118,000.00                    | 50,000.00                     |                                                   |                                                   | 1,888,125.00                                      |                                                    |                                                    | 1,529,800.00                                          | 3,585,925.00         |
| 118,000.00                    | 50,000.00                     |                                                   |                                                   | 1,930,000.00                                      |                                                    |                                                    | 1,531,600.00                                          | 3,629,600.00         |
|                               | 50,000.00                     |                                                   |                                                   | 1,914,000.00                                      |                                                    |                                                    | 1,531,800.00                                          | 3,495,800.00         |
|                               |                               |                                                   |                                                   | 1,946,000.00                                      |                                                    |                                                    | 1,530,400.00                                          | 3,476,400.00         |
|                               |                               |                                                   |                                                   | 1,924,000.00                                      |                                                    |                                                    | 1,532,400.00                                          | 3,456,400.00         |
|                               |                               |                                                   |                                                   |                                                   |                                                    |                                                    | 1,532,600.00                                          | 1,532,600.00         |
|                               |                               |                                                   |                                                   |                                                   |                                                    |                                                    | 1,531,000.00                                          | 1,531,000.00         |
|                               |                               |                                                   |                                                   |                                                   |                                                    |                                                    | 1,532,600.00                                          | 1,532,600.00         |
|                               |                               |                                                   |                                                   |                                                   |                                                    |                                                    | 1,532,200.00                                          | 1,532,200.00         |
|                               |                               |                                                   |                                                   |                                                   |                                                    |                                                    | 1,529,800.00                                          | 1,529,800.00         |
|                               |                               |                                                   |                                                   |                                                   |                                                    |                                                    | 1,530,400.00                                          | 1,530,400.00         |
|                               |                               |                                                   |                                                   |                                                   |                                                    |                                                    | 1,528,800.00                                          | 1,528,800.00         |
| <b>2,360,000.00</b>           | <b>1,000,000.00</b>           | <b>4,422,450.00</b>                               | <b>13,164,130.00</b>                              | <b>26,407,000.00</b>                              | <b>311,100.00</b>                                  | <b>585,200.00</b>                                  | <b>45,087,600.00</b>                                  | <b>97,773,680.68</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

**Sewer IEPA Loan Debt Schedules**

| <b>Loan Reference: 2006 Improvements - 117-2597</b> |                  | <b>Interest Rate: 2.500%</b> |                   |
|-----------------------------------------------------|------------------|------------------------------|-------------------|
| <b>Date Payable</b>                                 | <b>Interest</b>  | <b>Principal</b>             | <b>Total</b>      |
| March 13                                            | 2,222.64         | 11,700.88                    | 13,923.52         |
| September 13                                        | 2,076.38         | 11,847.14                    | 13,923.52         |
| March 13                                            | 1,928.29         | 11,995.23                    | 13,923.52         |
| September 13                                        | 1,778.35         | 12,145.17                    | 13,923.52         |
| March 13                                            | 1,626.53         | 12,296.99                    | 13,923.52         |
| September 13                                        | 1,472.82         | 12,450.70                    | 13,923.52         |
| March 13                                            | 1,317.18         | 12,606.34                    | 13,923.52         |
| September 13                                        | 1,159.61         | 12,763.91                    | 13,923.52         |
| March 13                                            | 1,000.06         | 12,923.46                    | 13,923.52         |
| September 13                                        | 838.51           | 13,085.01                    | 13,923.52         |
| March 13                                            | 674.95           | 13,248.57                    | 13,923.52         |
| September 13                                        | 509.34           | 13,414.18                    | 13,923.52         |
| March 13                                            | 341.67           | 13,581.85                    | 13,923.52         |
| September 13                                        | 172.06           | 13,751.46                    | 13,923.52         |
| <b>Totals</b>                                       | <b>17,118.39</b> | <b>177,810.89</b>            | <b>194,929.28</b> |

| <b>Loan Reference: 2007 Improvements - L17-2807</b> |                  | <b>Interest Rate: 2.500%</b> |                   |
|-----------------------------------------------------|------------------|------------------------------|-------------------|
| <b>Date Payable</b>                                 | <b>Interest</b>  | <b>Principal</b>             | <b>Total</b>      |
| April 21                                            | 2,027.70         | 9,221.44                     | 11,249.14         |
| October 21                                          | 1,912.43         | 9,336.71                     | 11,249.14         |
| April 21                                            | 1,795.72         | 9,453.42                     | 11,249.14         |
| October 21                                          | 1,677.55         | 9,571.59                     | 11,249.14         |
| April 21                                            | 1,557.91         | 9,691.23                     | 11,249.14         |
| October 21                                          | 1,436.77         | 9,812.37                     | 11,249.14         |
| April 21                                            | 1,314.11         | 9,935.03                     | 11,249.14         |
| October 21                                          | 1,189.92         | 10,059.22                    | 11,249.14         |
| April 21                                            | 1,064.18         | 10,184.96                    | 11,249.14         |
| October 21                                          | 936.87           | 10,312.27                    | 11,249.14         |
| April 21                                            | 807.97           | 10,441.17                    | 11,249.14         |
| October 21                                          | 677.45           | 10,571.69                    | 11,249.14         |
| April 21                                            | 545.31           | 10,703.83                    | 11,249.14         |
| October 21                                          | 411.51           | 10,837.63                    | 11,249.14         |
| April 21                                            | 276.04           | 10,973.10                    | 11,249.14         |
| October 21                                          | 139.03           | 11,110.11                    | 11,249.14         |
| <b>Totals</b>                                       | <b>17,770.47</b> | <b>162,215.77</b>            | <b>179,986.24</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

**Loan Reference: 2007 Improvements - L17-2808      Interest Rate: 2.500%**

| <b>Date Payable</b> | <b>Interest</b>  | <b>Principal</b>  | <b>Total</b>      |
|---------------------|------------------|-------------------|-------------------|
| April 21            | 1,702.45         | 7,796.03          | 9,498.48          |
| October 21          | 1,605.00         | 7,893.48          | 9,498.48          |
| April 21            | 1,506.33         | 7,992.15          | 9,498.48          |
| October 21          | 1,406.43         | 8,092.05          | 9,498.48          |
| April 21            | 1,305.28         | 8,193.20          | 9,498.48          |
| October 21          | 1,202.86         | 8,295.62          | 9,498.48          |
| April 21            | 1,099.17         | 8,399.31          | 9,498.48          |
| October 21          | 994.18           | 8,504.30          | 9,498.48          |
| April 21            | 887.87           | 8,610.61          | 9,498.48          |
| October 21          | 780.24           | 8,718.24          | 9,498.48          |
| April 21            | 671.26           | 8,827.22          | 9,498.48          |
| October 21          | 560.92           | 8,937.56          | 9,498.48          |
| April 21            | 449.20           | 9,049.28          | 9,498.48          |
| October 21          | 336.09           | 9,162.39          | 9,498.48          |
| April 21            | 221.56           | 9,276.92          | 9,498.48          |
| October 21          | 105.60           | 8,447.60          | 8,553.20          |
| <b>Totals</b>       | <b>14,834.44</b> | <b>136,195.96</b> | <b>151,030.40</b> |

**Loan Reference: 2009 Improvements - L17-2952      Interest Rate: 0.000%**

| <b>Date Payable</b> | <b>Interest</b> | <b>Principal</b> | <b>Total</b>     |
|---------------------|-----------------|------------------|------------------|
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,410.97         | 4,410.97         |
| October 7           | -               | 4,410.97         | 4,410.97         |
| April 7             | -               | 4,411.14         | 4,411.14         |
| <b>Totals</b>       | <b>-</b>        | <b>92,630.54</b> | <b>92,630.54</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

| <b>Loan Reference: 2010 Improvements - L17-4005</b> |                  | <b>Interest Rate: 1.250%</b> |                   |
|-----------------------------------------------------|------------------|------------------------------|-------------------|
| <b>Date Payable</b>                                 | <b>Interest</b>  | <b>Principal</b>             | <b>Total</b>      |
| January 18                                          | 2,978.30         | 18,465.27                    | 21,443.57         |
| July 18                                             | 2,862.89         | 18,580.68                    | 21,443.57         |
| January 18                                          | 2,746.76         | 18,696.81                    | 21,443.57         |
| July 18                                             | 2,629.91         | 18,813.66                    | 21,443.57         |
| January 18                                          | 2,512.32         | 18,931.25                    | 21,443.57         |
| July 18                                             | 2,394.00         | 19,049.57                    | 21,443.57         |
| January 18                                          | 2,274.94         | 19,168.63                    | 21,443.57         |
| July 18                                             | 2,155.14         | 19,288.43                    | 21,443.57         |
| January 18                                          | 2,034.59         | 19,408.98                    | 21,443.57         |
| July 18                                             | 1,913.28         | 19,530.29                    | 21,443.57         |
| January 18                                          | 1,791.22         | 19,652.35                    | 21,443.57         |
| July 18                                             | 1,668.39         | 19,775.18                    | 21,443.57         |
| January 18                                          | 1,544.79         | 19,898.78                    | 21,443.57         |
| July 18                                             | 1,420.43         | 20,023.14                    | 21,443.57         |
| January 18                                          | 1,295.28         | 20,148.29                    | 21,443.57         |
| July 18                                             | 1,169.36         | 20,274.21                    | 21,443.57         |
| January 18                                          | 1,042.64         | 20,400.93                    | 21,443.57         |
| July 18                                             | 915.14           | 20,528.43                    | 21,443.57         |
| January 18                                          | 786.83           | 20,656.74                    | 21,443.57         |
| July 18                                             | 657.73           | 20,785.84                    | 21,443.57         |
| January 18                                          | 527.82           | 20,915.75                    | 21,443.57         |
| July 18                                             | 397.09           | 21,046.48                    | 21,443.57         |
| January 18                                          | 265.55           | 21,178.02                    | 21,443.57         |
| July 18                                             | 133.09           | 21,310.48                    | 21,443.57         |
| <b>Totals</b>                                       | <b>38,117.49</b> | <b>476,528.19</b>            | <b>514,645.68</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

| <b>Loan Reference: 2011 Improvements - L17-4672</b> |                  | <b>Interest Rate: 2.295%</b> |                   |
|-----------------------------------------------------|------------------|------------------------------|-------------------|
| <b>Date Payable</b>                                 | <b>Interest</b>  | <b>Principal</b>             | <b>Total</b>      |
| February 5                                          | 6,085.56         | 17,621.64                    | 23,707.20         |
| August 5                                            | 5,883.35         | 17,823.85                    | 23,707.20         |
| February 5                                          | 5,678.83         | 18,028.37                    | 23,707.20         |
| August 5                                            | 5,471.95         | 18,235.25                    | 23,707.20         |
| February 5                                          | 5,262.70         | 18,444.50                    | 23,707.20         |
| August 5                                            | 5,051.05         | 18,656.15                    | 23,707.20         |
| February 5                                          | 4,836.97         | 18,870.23                    | 23,707.20         |
| August 5                                            | 4,620.44         | 19,086.76                    | 23,707.20         |
| February 5                                          | 4,401.41         | 19,305.79                    | 23,707.20         |
| August 5                                            | 4,179.88         | 19,527.32                    | 23,707.20         |
| February 5                                          | 3,955.80         | 19,751.40                    | 23,707.20         |
| August 5                                            | 3,729.16         | 19,978.04                    | 23,707.20         |
| February 5                                          | 3,499.91         | 20,207.29                    | 23,707.20         |
| August 5                                            | 3,268.03         | 20,439.17                    | 23,707.20         |
| February 5                                          | 3,033.49         | 20,673.71                    | 23,707.20         |
| August 5                                            | 2,796.26         | 20,910.94                    | 23,707.20         |
| February 5                                          | 2,556.31         | 21,150.89                    | 23,707.20         |
| August 5                                            | 2,313.60         | 21,393.60                    | 23,707.20         |
| February 5                                          | 2,068.11         | 21,639.09                    | 23,707.20         |
| August 5                                            | 1,819.80         | 21,887.40                    | 23,707.20         |
| February 5                                          | 1,568.64         | 22,138.56                    | 23,707.20         |
| August 5                                            | 1,314.60         | 22,392.60                    | 23,707.20         |
| February 5                                          | 1,057.65         | 22,649.55                    | 23,707.20         |
| August 5                                            | 797.74           | 22,909.46                    | 23,707.20         |
| February 5                                          | 534.86           | 23,172.34                    | 23,707.20         |
| August 5                                            | 268.82           | 23,438.38                    | 23,707.20         |
| <b>Totals</b>                                       | <b>86,054.92</b> | <b>530,332.28</b>            | <b>616,387.20</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

| <b>Loan Reference: 2012 Improvements - L17-4725</b> |                  | <b>Interest Rate: 1.930%</b> |                   |
|-----------------------------------------------------|------------------|------------------------------|-------------------|
| <b>Date Payable</b>                                 | <b>Interest</b>  | <b>Principal</b>             | <b>Total</b>      |
| June 1                                              | 4,118.73         | 13,515.55                    | 17,634.28         |
| December 1                                          | 3,988.31         | 13,646.08                    | 17,634.39         |
| June 1                                              | 3,856.62         | 13,777.77                    | 17,634.39         |
| December 1                                          | 3,723.67         | 13,910.72                    | 17,634.39         |
| June 1                                              | 3,589.43         | 14,044.96                    | 17,634.39         |
| December 1                                          | 3,453.89         | 14,180.50                    | 17,634.39         |
| June 1                                              | 3,317.05         | 14,317.34                    | 17,634.39         |
| December 1                                          | 3,178.89         | 14,455.50                    | 17,634.39         |
| June 1                                              | 3,039.39         | 14,595.00                    | 17,634.39         |
| December 1                                          | 2,898.55         | 14,735.84                    | 17,634.39         |
| June 1                                              | 2,756.35         | 14,878.04                    | 17,634.39         |
| December 1                                          | 2,612.78         | 15,021.61                    | 17,634.39         |
| June 1                                              | 2,467.82         | 15,166.57                    | 17,634.39         |
| December 1                                          | 2,321.46         | 15,312.93                    | 17,634.39         |
| June 1                                              | 2,173.69         | 15,460.70                    | 17,634.39         |
| December 1                                          | 2,024.50         | 15,609.89                    | 17,634.39         |
| June 1                                              | 1,873.86         | 15,760.53                    | 17,634.39         |
| December 1                                          | 1,721.77         | 15,912.62                    | 17,634.39         |
| June 1                                              | 1,568.22         | 16,066.17                    | 17,634.39         |
| December 1                                          | 1,413.18         | 16,221.21                    | 17,634.39         |
| June 1                                              | 1,256.64         | 16,377.75                    | 17,634.39         |
| December 1                                          | 1,098.60         | 16,535.79                    | 17,634.39         |
| June 1                                              | 939.03           | 16,695.36                    | 17,634.39         |
| December 1                                          | 777.92           | 16,856.47                    | 17,634.39         |
| June 1                                              | 615.25           | 17,019.14                    | 17,634.39         |
| December 1                                          | 451.02           | 17,183.37                    | 17,634.39         |
| June 1                                              | 285.20           | 17,349.19                    | 17,634.39         |
| December 1                                          | 117.78           | 12,205.01                    | 12,322.79         |
| <b>Totals</b>                                       | <b>61,639.60</b> | <b>426,811.61</b>            | <b>488,451.21</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

| <b>Loan Reference: 2013 Improvements - L17-4889</b> |                  | <b>Interest Rate: 1.995%</b> |                   |
|-----------------------------------------------------|------------------|------------------------------|-------------------|
| <b>Date Payable</b>                                 | <b>Interest</b>  | <b>Principal</b>             | <b>Total</b>      |
| June 3                                              | 5,037.94         | 14,524.92                    | 19,562.86         |
| December 3                                          | 4,893.06         | 14,669.80                    | 19,562.86         |
| June 3                                              | 4,746.73         | 14,816.13                    | 19,562.86         |
| December 3                                          | 4,598.93         | 14,963.93                    | 19,562.86         |
| June 3                                              | 4,449.67         | 15,113.19                    | 19,562.86         |
| December 3                                          | 4,298.92         | 15,263.94                    | 19,562.86         |
| June 3                                              | 4,146.66         | 15,416.20                    | 19,562.86         |
| December 3                                          | 3,992.88         | 15,569.98                    | 19,562.86         |
| June 3                                              | 3,837.57         | 15,725.29                    | 19,562.86         |
| December 3                                          | 3,680.71         | 15,882.15                    | 19,562.86         |
| June 3                                              | 3,522.29         | 16,040.57                    | 19,562.86         |
| December 3                                          | 3,362.28         | 16,200.58                    | 19,562.86         |
| June 3                                              | 3,200.68         | 16,362.18                    | 19,562.86         |
| December 3                                          | 3,037.47         | 16,525.39                    | 19,562.86         |
| June 3                                              | 2,872.63         | 16,690.23                    | 19,562.86         |
| December 3                                          | 2,706.14         | 16,856.72                    | 19,562.86         |
| June 3                                              | 2,538.00         | 17,024.86                    | 19,562.86         |
| December 3                                          | 2,368.17         | 17,194.69                    | 19,562.86         |
| June 3                                              | 2,196.66         | 17,366.20                    | 19,562.86         |
| December 3                                          | 2,023.43         | 17,539.43                    | 19,562.86         |
| June 3                                              | 1,848.47         | 17,714.39                    | 19,562.86         |
| December 3                                          | 1,671.77         | 17,891.09                    | 19,562.86         |
| June 3                                              | 1,493.31         | 18,069.55                    | 19,562.86         |
| December 3                                          | 1,313.06         | 18,249.80                    | 19,562.86         |
| June 3                                              | 1,131.02         | 18,431.84                    | 19,562.86         |
| December 3                                          | 947.17           | 18,615.69                    | 19,562.86         |
| June 3                                              | 761.47           | 18,801.39                    | 19,562.86         |
| December 3                                          | 573.93           | 18,988.93                    | 19,562.86         |
| June 3                                              | 384.52           | 19,178.34                    | 19,562.86         |
| December 3                                          | 193.30           | 19,369.56                    | 19,562.86         |
| <b>Totals</b>                                       | <b>81,828.84</b> | <b>505,056.96</b>            | <b>586,885.80</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

**Loan Reference: 2015 Improvements - L17-5100      Interest Rate: 1.860%**

| <b>Date Payable</b> | <b>Interest</b>   | <b>Principal</b>  | <b>Total</b>      |
|---------------------|-------------------|-------------------|-------------------|
| Jan 19              | 5,810.54          | 15,708.36         | 21,518.90         |
| July 19             | 5,664.46          | 15,854.44         | 21,518.90         |
| Jan 19              | 5,517.01          | 16,001.89         | 21,518.90         |
| July 19             | 5,368.19          | 16,150.71         | 21,518.90         |
| Jan 19              | 5,217.99          | 16,300.91         | 21,518.90         |
| July 19             | 5,066.39          | 16,452.51         | 21,518.90         |
| Jan 19              | 4,913.38          | 16,605.52         | 21,518.90         |
| July 19             | 4,758.95          | 16,759.95         | 21,518.90         |
| Jan 19              | 4,603.08          | 16,915.82         | 21,518.90         |
| July 19             | 4,445.77          | 17,073.13         | 21,518.90         |
| Jan 19              | 4,286.99          | 17,231.91         | 21,518.90         |
| July 19             | 4,126.73          | 17,392.17         | 21,518.90         |
| Jan 19              | 3,964.98          | 17,553.92         | 21,518.90         |
| July 19             | 3,801.73          | 17,717.17         | 21,518.90         |
| Jan 19              | 3,636.96          | 17,881.94         | 21,518.90         |
| July 19             | 3,470.66          | 18,048.24         | 21,518.90         |
| Jan 19              | 3,302.81          | 18,216.09         | 21,518.90         |
| July 19             | 3,133.40          | 18,385.50         | 21,518.90         |
| Jan 19              | 2,962.42          | 18,556.48         | 21,518.90         |
| July 19             | 2,789.84          | 18,729.06         | 21,518.90         |
| Jan 19              | 2,615.66          | 18,903.24         | 21,518.90         |
| July 19             | 2,439.86          | 19,079.04         | 21,518.90         |
| Jan 19              | 2,262.43          | 19,256.47         | 21,518.90         |
| July 19             | 2,083.34          | 19,435.56         | 21,518.90         |
| Jan 19              | 1,902.59          | 19,616.31         | 21,518.90         |
| July 19             | 1,720.16          | 19,798.74         | 21,518.90         |
| Jan 19              | 1,536.03          | 19,982.87         | 21,518.90         |
| July 19             | 1,350.19          | 20,168.71         | 21,518.90         |
| Jan 19              | 1,162.62          | 20,356.28         | 21,518.90         |
| July 19             | 973.31            | 20,545.59         | 21,518.90         |
| Jan 19              | 782.23            | 20,736.67         | 21,518.90         |
| July 19             | 589.38            | 20,929.52         | 21,518.90         |
| Jan 19              | 394.74            | 21,124.16         | 21,518.90         |
| July 19             | 198.12            | 21,320.78         | 21,518.90         |
| <b>Totals</b>       | <b>106,852.94</b> | <b>624,789.66</b> | <b>731,642.60</b> |

**Loan Reference: 2018 Improvements - L17-5509      Interest Rate: 1.760%**

| <b>Date Payable</b> | <b>Interest</b> | <b>Principal</b> | <b>Total</b> |
|---------------------|-----------------|------------------|--------------|
| April 4             | 6,582.27        | 17,191.02        | 23,773.29    |
| Oct 4               | 6,430.99        | 17,342.30        | 23,773.29    |
| April 4             | 6,278.38        | 17,494.91        | 23,773.29    |
| Oct 4               | 6,124.42        | 17,648.87        | 23,773.29    |
| April 4             | 5,969.11        | 17,804.18        | 23,773.29    |
| Oct 4               | 5,812.44        | 17,960.85        | 23,773.29    |
| April 4             | 5,654.38        | 18,118.91        | 23,773.29    |
| Oct 4               | 5,494.94        | 18,278.35        | 23,773.29    |
| April 4             | 5,334.09        | 18,439.20        | 23,773.29    |
| Oct 4               | 5,171.82        | 18,601.47        | 23,773.29    |
| April 4             | 5,008.13        | 18,765.16        | 23,773.29    |
| Oct 4               | 4,843.00        | 18,930.29        | 23,773.29    |
| April 4             | 4,676.41        | 19,096.88        | 23,773.29    |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

|               |                   |                   |                   |
|---------------|-------------------|-------------------|-------------------|
| Oct 4         | 4,508.36          | 19,264.93         | 23,773.29         |
| April 4       | 4,338.82          | 19,434.47         | 23,773.29         |
| Oct 4         | 4,167.80          | 19,605.49         | 23,773.29         |
| April 4       | 3,995.27          | 19,778.02         | 23,773.29         |
| Oct 4         | 3,821.23          | 19,952.06         | 23,773.29         |
| April 4       | 3,645.65          | 20,127.64         | 23,773.29         |
| Oct 4         | 3,468.53          | 20,304.76         | 23,773.29         |
| April 4       | 3,289.84          | 20,483.45         | 23,773.29         |
| Oct 4         | 3,109.59          | 20,663.70         | 23,773.29         |
| April 4       | 2,927.75          | 20,845.54         | 23,773.29         |
| Oct 4         | 2,744.31          | 21,028.98         | 23,773.29         |
| April 4       | 2,559.25          | 21,214.04         | 23,773.29         |
| Oct 4         | 2,372.57          | 21,400.72         | 23,773.29         |
| April 4       | 2,184.24          | 21,589.05         | 23,773.29         |
| Oct 4         | 1,994.26          | 21,779.03         | 23,773.29         |
| April 4       | 1,802.60          | 21,970.69         | 23,773.29         |
| Oct 4         | 1,609.26          | 22,164.03         | 23,773.29         |
| April 4       | 1,414.22          | 22,359.07         | 23,773.29         |
| Oct 4         | 1,217.46          | 22,555.83         | 23,773.29         |
| April 4       | 1,018.97          | 22,754.32         | 23,773.29         |
| Oct 4         | 818.73            | 22,954.56         | 23,773.29         |
| April 4       | 616.73            | 23,156.56         | 23,773.29         |
| Oct 4         | 412.95            | 23,360.34         | 23,773.29         |
| April 4       | 207.36            | 23,565.93         | 23,773.29         |
| <b>Totals</b> | <b>131,626.13</b> | <b>747,985.60</b> | <b>879,611.73</b> |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

**Sewer Debt Schedules**

| <b>Issue:</b>       | <b>2011 Sewer Fund Refunding Issue</b> |                     | <b>Interest Rate:</b> | <b>2.657%</b> |
|---------------------|----------------------------------------|---------------------|-----------------------|---------------|
| <b>Date Payable</b> | <b>Interest</b>                        | <b>Principal</b>    | <b>Total</b>          |               |
| June 1, 2020        | 61,875.00                              |                     |                       |               |
| December 1, 2020    | 61,875.00                              | 975,000.00          | 1,098,750.00          |               |
| June 1, 2021        | 47,250.00                              |                     |                       |               |
| December 1, 2021    | 47,250.00                              | 1,215,000.00        | 1,309,500.00          |               |
| June 1, 2022        | 29,025.00                              |                     |                       |               |
| December 1, 2022    | 29,025.00                              | 1,230,000.00        | 1,288,050.00          |               |
| June 1, 2023        | 10,575.00                              |                     |                       |               |
| December 1, 2023    | 10,575.00                              | 705,000.00          | 726,150.00            |               |
| <b>Totals</b>       | <b>297,450.00</b>                      | <b>4,125,000.00</b> | <b>4,422,450.00</b>   |               |

| <b>Issue:</b>       | <b>2013 Improvements Issue</b> |                     | <b>Interest Rate:</b> | <b>3.833%</b> |
|---------------------|--------------------------------|---------------------|-----------------------|---------------|
| <b>Date Payable</b> | <b>Interest</b>                | <b>Principal</b>    | <b>Total</b>          |               |
| June 1, 2020        | 167,555.00                     | -                   |                       |               |
| December 1, 2020    | 167,555.00                     | 100,000.00          | 435,110.00            |               |
| June 1, 2021        | 166,555.00                     | -                   |                       |               |
| December 1, 2021    | 166,555.00                     | 100,000.00          | 433,110.00            |               |
| June 1, 2022        | 165,430.00                     | -                   |                       |               |
| December 1, 2022    | 165,430.00                     | 105,000.00          | 435,860.00            |               |
| June 1, 2023        | 164,117.50                     | -                   |                       |               |
| December 1, 2023    | 164,117.50                     | 100,000.00          | 428,235.00            |               |
| June 1, 2024        | 162,867.50                     | -                   |                       |               |
| December 1, 2024    | 162,867.50                     | 500,000.00          | 825,735.00            |               |
| June 1, 2025        | 155,367.50                     | -                   |                       |               |
| December 1, 2025    | 155,367.50                     | 505,000.00          | 815,735.00            |               |
| June 1, 2026        | 147,792.50                     | -                   |                       |               |
| December 1, 2026    | 147,792.50                     | 500,000.00          | 795,585.00            |               |
| June 1, 2027        | 140,042.50                     | -                   |                       |               |
| December 1, 2027    | 140,042.50                     | 505,000.00          | 785,085.00            |               |
| June 1, 2028        | 131,962.50                     | -                   |                       |               |
| December 1, 2028    | 131,962.50                     | 505,000.00          | 768,925.00            |               |
| June 1, 2029        | 123,125.00                     | -                   |                       |               |
| December 1, 2029    | 123,125.00                     | 500,000.00          | 746,250.00            |               |
| June 1, 2030        | 113,750.00                     | -                   |                       |               |
| December 1, 2030    | 113,750.00                     | 500,000.00          | 727,500.00            |               |
| June 1, 2031        | 103,750.00                     | -                   |                       |               |
| December 1, 2031    | 103,750.00                     | 500,000.00          | 707,500.00            |               |
| June 1, 2032        | 93,750.00                      | -                   |                       |               |
| December 1, 2032    | 93,750.00                      | 500,000.00          | 687,500.00            |               |
| June 1, 2033        | 83,750.00                      | -                   |                       |               |
| December 1, 2033    | 83,750.00                      | 500,000.00          | 667,500.00            |               |
| June 1, 2034        | 73,750.00                      | -                   |                       |               |
| December 1, 2034    | 73,750.00                      | 500,000.00          | 647,500.00            |               |
| June 1, 2035        | 63,750.00                      | -                   |                       |               |
| December 1, 2035    | 63,750.00                      | 1,000,000.00        | 1,127,500.00          |               |
| June 1, 2036        | 43,000.00                      | -                   |                       |               |
| December 1, 2036    | 43,000.00                      | 1,000,000.00        | 1,086,000.00          |               |
| June 1, 2037        | 21,750.00                      | -                   |                       |               |
| December 1, 2037    | 21,750.00                      | 1,000,000.00        | 1,043,500.00          |               |
| <b>Totals</b>       | <b>4,244,130.00</b>            | <b>8,920,000.00</b> | <b>13,164,130.00</b>  |               |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

| <b>Issue:</b>       | <b>2014 Improvements Issue</b> |                      | <b>Interest Rate:</b> | <b>3.89%</b> |
|---------------------|--------------------------------|----------------------|-----------------------|--------------|
| <b>Date Payable</b> | <b>Interest</b>                | <b>Principal</b>     | <b>Total</b>          |              |
| June 1, 2020        | 288,312.50                     |                      |                       |              |
| December 1, 2020    | 288,312.50                     |                      | 576,625.00            |              |
| June 1, 2021        | 288,312.50                     |                      |                       |              |
| December 1, 2021    | 288,312.50                     |                      | 576,625.00            |              |
| June 1, 2022        | 288,312.50                     |                      |                       |              |
| December 1, 2022    | 288,312.50                     |                      | 576,625.00            |              |
| June 1, 2023        | 288,312.50                     |                      |                       |              |
| December 1, 2023    | 288,312.50                     | 200,000.00           | 776,625.00            |              |
| June 1, 2024        | 285,312.50                     |                      |                       |              |
| December 1, 2024    | 285,312.50                     | 100,000.00           | 670,625.00            |              |
| June 1, 2025        | 283,812.50                     |                      |                       |              |
| December 1, 2025    | 283,812.50                     | 100,000.00           | 667,625.00            |              |
| June 1, 2026        | 282,312.50                     |                      |                       |              |
| December 1, 2026    | 282,312.50                     | 100,000.00           | 664,625.00            |              |
| June 1, 2027        | 280,812.50                     |                      |                       |              |
| December 1, 2027    | 280,812.50                     | 100,000.00           | 661,625.00            |              |
| June 1, 2028        | 279,312.50                     |                      |                       |              |
| December 1, 2028    | 279,312.50                     | 100,000.00           | 658,625.00            |              |
| June 1, 2029        | 277,812.50                     |                      |                       |              |
| December 1, 2029    | 277,812.50                     | 500,000.00           | 1,055,625.00          |              |
| June 1, 2030        | 270,312.50                     |                      |                       |              |
| December 1, 2030    | 270,312.50                     | 550,000.00           | 1,090,625.00          |              |
| June 1, 2031        | 261,718.75                     |                      |                       |              |
| December 1, 2031    | 261,718.75                     | 600,000.00           | 1,123,437.50          |              |
| June 1, 2032        | 251,968.75                     |                      |                       |              |
| December 1, 2032    | 251,968.75                     | 600,000.00           | 1,103,937.50          |              |
| June 1, 2033        | 241,843.75                     |                      |                       |              |
| December 1, 2033    | 241,843.75                     | 700,000.00           | 1,183,687.50          |              |
| June 1, 2034        | 229,593.75                     |                      |                       |              |
| December 1, 2034    | 229,593.75                     | 750,000.00           | 1,209,187.50          |              |
| June 1, 2035        | 216,468.75                     |                      |                       |              |
| December 1, 2035    | 216,468.75                     | 300,000.00           | 732,937.50            |              |
| June 1, 2036        | 211,031.25                     |                      |                       |              |
| December 1, 2036    | 211,031.25                     | 350,000.00           | 772,062.50            |              |
| June 1, 2037        | 204,687.50                     |                      |                       |              |
| December 1, 2037    | 204,687.50                     | 400,000.00           | 809,375.00            |              |
| June 1, 2038        | 197,187.50                     |                      |                       |              |
| December 1, 2038    | 197,187.50                     | 1,500,000.00         | 1,894,375.00          |              |
| June 1, 2039        | 169,062.50                     |                      |                       |              |
| December 1, 2039    | 169,062.50                     | 1,550,000.00         | 1,888,125.00          |              |
| June 1, 2040        | 140,000.00                     |                      |                       |              |
| December 1, 2040    | 140,000.00                     | 1,650,000.00         | 1,930,000.00          |              |
| June 1, 2041        | 107,000.00                     |                      |                       |              |
| December 1, 2041    | 107,000.00                     | 1,700,000.00         | 1,914,000.00          |              |
| June 1, 2042        | 73,000.00                      |                      |                       |              |
| December 1, 2042    | 73,000.00                      | 1,800,000.00         | 1,946,000.00          |              |
| June 1, 2043        | 37,000.00                      |                      |                       |              |
| December 1, 2043    | 37,000.00                      | 1,850,000.00         | 1,924,000.00          |              |
| <b>Totals</b>       | <b>10,907,000.00</b>           | <b>15,500,000.00</b> | <b>26,407,000.00</b>  |              |

| <b>Issue:</b>       | <b>2017A Sewer Fund Refund 2007</b> |                  | <b>Interest Rate:</b> | <b>2.81%</b> |
|---------------------|-------------------------------------|------------------|-----------------------|--------------|
| <b>Date Payable</b> | <b>Interest</b>                     | <b>Principal</b> | <b>Total</b>          |              |

**Village of Wilmette  
Fiscal Year 2020 Budget  
Debt Service Schedule**

|                  |                 |                   |                   |
|------------------|-----------------|-------------------|-------------------|
| June 1, 2020     | 3,050.00        |                   |                   |
| December 1, 2020 | 3,050.00        | 305,000.00        | 311,100.00        |
| <b>Totals</b>    | <b>6,100.00</b> | <b>305,000.00</b> | <b>311,100.00</b> |

|                     |                                     |                   |                       |              |
|---------------------|-------------------------------------|-------------------|-----------------------|--------------|
| <b>Issue:</b>       | <b>2017B Sewer Fund Refund 2009</b> |                   | <b>Interest Rate:</b> | <b>1.87%</b> |
| <b>Date Payable</b> | <b>Interest</b>                     | <b>Principal</b>  | <b>Total</b>          |              |
| June 1, 2020        | 8,400.00                            |                   |                       |              |
| December 1, 2020    | 8,400.00                            | 280,000.00        | 296,800.00            |              |
| June 1, 2021        | 4,200.00                            |                   |                       |              |
| December 1, 2021    | 4,200.00                            | 280,000.00        | 288,400.00            |              |
| <b>Totals</b>       | <b>25,200.00</b>                    | <b>560,000.00</b> | <b>585,200.00</b>     |              |

## **JURISDICTIONAL STATISTICS**

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This section provides general statistical data regarding size, development and infrastructure. This section also includes a history of the property tax for all direct and overlapping governments, information regarding the Village's Equalized Assessed Valuation and a list of principal taxpayers.

## Village of Wilmette 2020 Budget Size, Development and Infrastructure

|                                    |                    |                |                |                |                |
|------------------------------------|--------------------|----------------|----------------|----------------|----------------|
| Date of incorporation              | September 19, 1872 |                |                |                |                |
| Form of government                 | Council - Manager  |                |                |                |                |
| Area                               | 5.45 square miles  |                |                |                |                |
| Population:                        |                    |                |                |                |                |
| 1950                               | 18,162             |                |                |                |                |
| 1960                               | 28,268             |                |                |                |                |
| 1970                               | 32,134             |                |                |                |                |
| 1980                               | 28,221             |                |                |                |                |
| 1990                               | 26,530             |                |                |                |                |
| 2000                               | 27,651             |                |                |                |                |
| 2010                               | 27,087             |                |                |                |                |
| 2010 Census Highlights             |                    |                |                |                |                |
| Total housing units                | 10,290             |                |                |                |                |
| Average household size             | 2.83               |                |                |                |                |
| Median household income            | \$ 154,700         |                |                |                |                |
| Median home value                  | \$ 694,619         |                |                |                |                |
|                                    | <u>2014</u>        | <u>2015</u>    | <u>2016</u>    | <u>2017</u>    | <u>2018</u>    |
| Annual gross retail sales          | \$ 318,227,389     | \$ 306,026,328 | \$ 300,611,733 | \$ 308,793,141 | \$ 285,200,007 |
| Number of retail establishments    | 629                | 638            | 630            | 659            | 661            |
| Municipal Services and facilities: |                    |                |                |                |                |
| Number of full time employees      | 195                |                |                |                |                |
| Miles of streets                   | 90.0               |                |                |                |                |
| Miles of alleys                    | 18.8               |                |                |                |                |
| Miles of sidewalks                 | 166.2              |                |                |                |                |
| Miles of sewers:                   |                    |                |                |                |                |
| Sanitary                           | 47.90              |                |                |                |                |
| Storm                              | 62.00              |                |                |                |                |
| Combined sanitary / storm          | <u>47.58</u>       |                |                |                |                |
| Total miles of sewers              | <u>157.48</u>      |                |                |                |                |
| Number of street lights            | 2,581              |                |                |                |                |
| Refuse collection customers        | 8,836              |                |                |                |                |

**Village of Wilmette 2020 Budget**  
**Property Tax Rates by Fund**  
**Last Ten Years**

| Levy purpose                | Rate per \$100 of equalized assessed valuation |               |               |               |               |               |               |               |               |
|-----------------------------|------------------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
|                             | 2010                                           | 2011          | 2012          | 2013          | 2014          | 2015          | 2016          | 2017          | 2018          |
| General corporate           | 0.5301                                         | 0.6146        | 0.6790        | 0.7850        | 0.8028        | 0.8560        | 0.7255        | 0.7328        | 0.7840        |
| Bonds and interest          | 0.1439                                         | 0.1626        | 0.1877        | 0.2113        | 0.2116        | 0.2214        | 0.1808        | 0.1905        | 0.1950        |
| <b>Total - all purposes</b> | <b>\$ 0.6740</b>                               | <b>0.7772</b> | <b>0.8667</b> | <b>0.9963</b> | <b>1.0144</b> | <b>1.0774</b> | <b>0.9063</b> | <b>0.9233</b> | <b>0.9790</b> |
| <b>Actual rate extended</b> | <b>\$ 0.674</b>                                | <b>0.778</b>  | <b>0.867</b>  | <b>0.997</b>  | <b>1.015</b>  | <b>1.078</b>  | <b>0.907</b>  | <b>0.924</b>  | <b>0.979</b>  |

Source: County Clerk

**Village of Wilmette 2020 Budget**  
**Analysis of Village Tax Levy (excluding Special Service Areas)**  
**Last Ten Years**

| Levy purpose                   | 2010          | 2011       | 2012       | 2013       | 2014       | 2015       | 2016       | 2017       | 2018       | 2019       |
|--------------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| <b>General corporate</b>       | \$ 11,024,229 | 11,492,002 | 11,783,345 | 12,250,693 | 12,718,778 | 13,195,299 | 13,956,378 | 9,506,668  | 9,811,800  | 10,578,400 |
| <b>Fire and Police Pension</b> | -             | -          | -          | -          | -          | -          | -          | 4,877,000  | 5,096,000  | 5,236,000  |
| <b>Bonds and interest</b>      | 2,991,871     | 3,041,398  | 3,256,455  | 3,298,207  | 3,351,672  | 3,412,624  | 3,477,386  | 3,738,528  | 3,713,000  | 3,735,000  |
| <b>Total - all purposes</b>    | \$ 2,991,871  | 14,533,400 | 15,039,800 | 15,548,900 | 16,070,450 | 16,607,923 | 17,433,764 | 18,122,196 | 18,620,800 | 19,549,400 |

Source: County Clerk

\* Prior to the 2017 Levy, this amount was included in the General Corporate Levy.

**Village of Wilmette 2020 Budget**  
**Property Tax Rates - All Direct and Overlapping Governments**

| Levy purpose                                                                       | 2009            | 2010         | 2011         | 2012         | 2013         | 2014         | 2015         | 2016         | 2017         | 2018         |
|------------------------------------------------------------------------------------|-----------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Village of Wilmette                                                                | \$ 0.581        | 0.674        | 0.778        | 0.867        | 0.997        | 1.015        | 1.078        | 0.907        | 0.924        | 0.979        |
| School District #39                                                                | 1.716           | 2.314        | 2.620        | 2.922        | 3.326        | 3.356        | 3.502        | 2.840        | 2.880        | 3.081        |
| School District #203                                                               | 1.237           | 1.474        | 1.674        | 1.864        | 2.111        | 2.268        | 2.380        | 1.974        | 1.993        | 2.111        |
| Community College #535                                                             | 0.140           | 0.160        | 0.196        | 0.219        | 0.256        | 0.258        | 0.271        | 0.231        | 0.232        | 0.246        |
| Wilmette Park District                                                             | 0.332           | 0.390        | 0.451        | 0.493        | 0.548        | 0.546        | 0.518        | 0.418        | 0.419        | 0.445        |
| Wilmette Public Library                                                            | 0.230           | 0.266        | 0.302        | 0.335        | 0.381        | 0.381        | 0.395        | 0.316        | 0.302        | 0.295        |
| Cook County                                                                        | 0.415           | 0.423        | 0.487        | 0.531        | 0.598        | 0.575        | 0.586        | 0.533        | 0.527        | 0.489        |
| Sanitary District                                                                  | 0.261           | 0.274        | 0.320        | 0.370        | 0.417        | 0.430        | 0.426        | 0.406        | 0.402        | 0.396        |
| Forest Preserve District                                                           | 0.049           | 0.051        | 0.058        | 0.063        | 0.069        | 0.069        | 0.069        | 0.063        | 0.062        | 0.060        |
| New Trier Township                                                                 | 0.033           | 0.041        | 0.047        | 0.053        | 0.054        | 0.055        | 0.066        | 0.056        | 0.057        | 0.061        |
| Suburban T.B. Sanitarium                                                           | -               | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Mosquito Abatement District                                                        | 0.008           | 0.009        | 0.010        | 0.010        | 0.007        | 0.011        | 0.012        | 0.010        | 0.010        | 0.010        |
| <b>Total - all purposes</b>                                                        | <b>\$ 5.002</b> | <b>6.076</b> | <b>6.943</b> | <b>7.727</b> | <b>8.764</b> | <b>8.964</b> | <b>9.303</b> | <b>7.754</b> | <b>7.808</b> | <b>8.173</b> |
| <b>Share of total tax rate levied<br/>by the Village of Wilmette,<br/>Illinois</b> | <b>11.6%</b>    | <b>11.1%</b> | <b>11.2%</b> | <b>11.2%</b> | <b>11.4%</b> | <b>11.3%</b> | <b>11.6%</b> | <b>11.7%</b> | <b>11.8%</b> | <b>12.0%</b> |

Source: County Clerk

**Village of Wilmette 2020 Budget**  
**Equalized Assessed Value of Taxable Property**  
 Last eleven fiscal years

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| <b>Year</b> | <b>Real Property<br/>New Trier<br/>Township</b> | <b>Real Property<br/>Northfield<br/>Township</b> | <b>Railroad<br/>Property<br/>New Trier<br/>Township</b> | <b>Total<br/>Assessment</b> | <b>Equalization<br/>factor</b> |
|-------------|-------------------------------------------------|--------------------------------------------------|---------------------------------------------------------|-----------------------------|--------------------------------|
| 2008        | 2,186,269,851                                   | 7,865,829                                        | 199,495                                                 | 2,194,335,175               | 2.9786                         |
| 2009        | 2,319,401,711                                   | 8,654,170                                        | 234,590                                                 | 2,328,290,471               | 3.3701                         |
| 2010        | 2,071,594,749                                   | 7,677,648                                        | 285,675                                                 | 2,079,558,072               | 3.3000                         |
| 2011        | 1,862,667,826                                   | 6,957,756                                        | 302,445                                                 | 1,869,928,027               | 2.9706                         |
| 2012        | 1,728,489,728                                   | 6,510,620                                        | 337,900                                                 | 1,735,338,248               | 2.8056                         |
| 2013        | 1,554,334,757                                   | 5,837,318                                        | 413,686                                                 | 1,560,585,761               | 2.6621                         |
| 2014        | 1,577,697,700                                   | 6,205,661                                        | 430,687                                                 | 1,584,334,048               | 2.7253                         |
| 2015        | 1,534,993,844                                   | 5,982,278                                        | 513,941                                                 | 1,541,490,063               | 2.6685                         |
| 2016        | 1,915,777,269                                   | 7,491,237                                        | 522,654                                                 | 1,923,791,160               | 2.8032                         |
| 2017        | 1,954,525,971                                   | 7,758,116                                        | 532,915                                                 | 1,962,817,002               | 2.9627                         |
| 2018        | 1,894,143,276                                   | 7,738,450                                        | 571,442                                                 | 1,902,453,168               | 2.9109                         |

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Source: County Clerk

**Village of Wilmette 2020 Budget  
Principal Property Tax Payers**

| <b>Taxpayer</b>        | <b>Type of business</b>                | <b>2019<br/>Taxable<br/>assessed<br/>Value</b> | <b>Percentage<br/>of total village<br/>taxable<br/>assessed<br/>value</b> |
|------------------------|----------------------------------------|------------------------------------------------|---------------------------------------------------------------------------|
| Edens Plaza LLC        | Edens Plaza Shopping Center            | \$ 23,779,491                                  | 1.25%                                                                     |
| TCB Westlake           | Westlake Plaza Shopping Center         | 12,725,196                                     | 0.67%                                                                     |
| 1630 Sheridan Corp.    | Residential Property                   | 10,126,326                                     | 0.53%                                                                     |
| Plaza del Lago, Inc.   | Shopping Plaza                         | 8,959,072                                      | 0.47%                                                                     |
| Residence Inn Marriott | Hotel                                  | 7,000,715                                      | 0.37%                                                                     |
| Albertson's            | Jewel / Osco grocery store             | 5,458,874                                      | 0.29%                                                                     |
| Chalet Nursery         | Nursery                                | 5,265,091                                      | 0.28%                                                                     |
| JP Morgan Chase        | Bank properties                        | 4,618,072                                      | 0.24%                                                                     |
| Next Wilmette LLC      | Wilmette Commons Shopping Plaza        | 4,173,800                                      | 0.22%                                                                     |
| GER Wilmette LLC       | Office Property - 3201 Old Glenview Rd | 3,960,157                                      | 0.21%                                                                     |
|                        |                                        | <b>\$ 86,066,794</b>                           | <b>4.53%</b>                                                              |

Source: Village Records

## **PERSONNEL**

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This section includes information on the Village's personnel expense. Included are the Village's Pay Plan, Personnel Budget Summaries, and Salary Worksheets for each department.

The Personnel Budget Summary pages provide a 10-year history of full-time equivalents for full-time, part-time and summer and temporary employees in each Village department. The Salary Worksheets are organized by department and list all position titles and the names of the incumbent employee for each position. The worksheets also list the salary of each employee, starting date and salary distribution of the various expenditure programs.

**Village of Wilmette**  
**Personnel Budget Summary**  
**Ten Year History of Authorized Full Time Equivalent Employees**

| DEPARTMENT                                  | 2011          | 2012          | 2013          | 2014          | 2015          | 2016          | 2017          | 2018          | 2019          | 2020          |
|---------------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>Administration</b>                       | 5.65          | 6.15          | 6.35          | 6.05          | 5.70          | 5.70          | 5.85          | 5.70          | 5.70          | 5.70          |
| <b>Law</b>                                  | 0.38          | -             | -             | -             | -             | -             | -             | 1.00          | 1.00          | 1.00          |
| <b>Administrative Services</b>              | 2.75          | 2.75          | 2.75          | 2.75          | 2.70          | 2.70          | 2.70          | 2.70          | 2.70          | 2.70          |
| <b>Finance</b>                              | 8.70          | 9.20          | 9.20          | 10.03         | 10.65         | 10.65         | 10.00         | 11.04         | 10.84         | 10.84         |
| <b>Community Development</b>                | 9.95          | 9.95          | 10.23         | 10.43         | 10.95         | 11.25         | 11.25         | 10.75         | 11.75         | 11.75         |
| <b>Cable Programming Services</b>           | 1.30          | 1.30          | 1.30          | 1.30          | 1.30          | 1.30          | 1.30          | 1.30          | 1.30          | 1.30          |
| <b>Museum</b>                               | 1.80          | 1.80          | 1.80          | 1.80          | 1.80          | 1.80          | 1.80          | 1.80          | 1.80          | 1.80          |
| <b>Engineering</b>                          | 5.85          | 5.55          | 5.55          | 5.55          | 5.50          | 4.50          | 4.75          | 6.25          | 7.50          | 8.45          |
| <b>Buildings &amp; Grounds</b>              | 3.50          | 3.50          | 3.50          | 3.50          | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          |
| <b>Street Department</b>                    | 22.15         | 22.15         | 22.00         | 20.20         | 21.45         | 21.00         | 21.45         | 21.45         | 21.45         | 21.50         |
| <b>Vehicle Maintenance</b>                  | 5.40          | 6.03          | 6.40          | 7.00          | 6.00          | 6.00          | 6.00          | 6.00          | 6.00          | 6.00          |
| <b>Sewer &amp; Water Dept.</b>              | 12.00         | 12.00         | 12.00         | 13.00         | 13.00         | 12.00         | 12.00         | 12.00         | 12.00         | 12.00         |
| <b>Water Plant</b>                          | 16.00         | 16.80         | 16.80         | 16.80         | 18.00         | 18.00         | 18.00         | 18.00         | 18.00         | 18.00         |
| <b>Police:</b>                              |               |               |               |               |               |               |               |               |               |               |
| Sworn Personnel                             | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         |
| Non-Sworn Personnel - Operations            | 3.50          | 3.13          | 3.13          | 3.13          | 3.13          | 3.13          | 3.13          | 3.13          | 3.13          | 2.80          |
| Non-Sworn Personnel - Telecomm.             | 9.00          | 9.00          | 9.00          | 9.00          | 9.00          | 9.00          | 8.75          | 8.75          | 8.75          | 8.75          |
| Non-Sworn Personnel - Services              | 5.00          | 5.00          | 5.00          | 5.00          | 5.50          | 5.50          | 5.50          | 5.50          | 5.75          | 6.50          |
| Non-Sworn Personnel - Crossing Guards       | 5.20          | 5.20          | 5.20          | 5.20          | 5.20          | 5.20          | 5.20          | 5.20          | 5.53          | 5.53          |
| Seasonal Personnel                          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          |
| <b>Total Police FTE's</b>                   | <b>67.70</b>  | <b>67.33</b>  | <b>67.33</b>  | <b>67.33</b>  | <b>67.83</b>  | <b>67.83</b>  | <b>67.58</b>  | <b>67.58</b>  | <b>68.16</b>  | <b>68.58</b>  |
| <b>Fire:</b>                                |               |               |               |               |               |               |               |               |               |               |
| Sworn Personnel                             | 45.00         | 45.00         | 46.00         | 46.00         | 46.00         | 45.00         | 45.00         | 44.00         | 44.00         | 44.00         |
| Non-Sworn Personnel                         | 2.25          | 2.25          | 2.25          | 2.35          | 2.00          | 2.00          | 1.00          | 1.00          | 1.00          | 1.00          |
| Seasonal Personnel                          | -             | -             | -             | -             | 0.60          | 0.60          | 0.60          | 0.91          | 0.91          | 0.91          |
| <b>Total Fire FTE's</b>                     | <b>47.25</b>  | <b>47.25</b>  | <b>48.25</b>  | <b>48.35</b>  | <b>48.60</b>  | <b>47.60</b>  | <b>46.60</b>  | <b>45.91</b>  | <b>45.91</b>  | <b>45.91</b>  |
| <b>Health</b>                               | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | -             | -             | -             |
| <b>Total Full Time Equivalent Positions</b> | <b>212.38</b> | <b>213.76</b> | <b>215.46</b> | <b>216.09</b> | <b>218.48</b> | <b>215.33</b> | <b>214.28</b> | <b>214.48</b> | <b>217.11</b> | <b>218.53</b> |

**Village of Wilmette  
Personnel Budget Summary**

**Ten Year History of Authorized Full Time Equivalent Employees - Full Time and Semi-Full Time Employees**

| DEPARTMENT                                       | 2011          | 2012          | 2013          | 2014          | 2015          | 2016          | 2017          | 2018          | 2019          | 2020          |
|--------------------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>Administration</b>                            | 4.60          | 5.60          | 5.80          | 6.00          | 5.00          | 5.00          | 5.00          | 5.00          | 5.00          | 5.00          |
| <b>Law</b>                                       | -             | -             | -             | -             | -             | -             | -             | 1.00          | 1.00          | 1.00          |
| <b>Administrative Services</b>                   | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          |
| <b>Finance</b>                                   | 6.20          | 6.70          | 6.20          | 7.20          | 8.00          | 8.00          | 8.00          | 9.00          | 9.00          | 9.00          |
| <b>Community Development</b>                     | 8.95          | 8.95          | 7.35          | 7.55          | 8.55          | 9.75          | 9.75          | 9.75          | 10.75         | 10.75         |
| <b>Cable Programming Services</b>                | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          |
| <b>Museum</b>                                    | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          |
| <b>Engineering</b>                               | 5.80          | 5.00          | 5.00          | 5.00          | 5.00          | 4.00          | 4.00          | 5.00          | 6.00          | 7.00          |
| <b>Buildings &amp; Grounds</b>                   | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          |
| <b>Street Department</b>                         | 20.00         | 20.00         | 19.00         | 17.00         | 18.00         | 18.00         | 18.00         | 18.00         | 18.00         | 19.00         |
| <b>Vehicle Maintenance</b>                       | 5.00          | 5.00          | 6.00          | 7.00          | 6.00          | 6.00          | 6.00          | 6.00          | 6.00          | 6.00          |
| <b>Sewer &amp; Water Dept.</b>                   | 12.00         | 12.00         | 12.00         | 13.00         | 13.00         | 12.00         | 12.00         | 12.00         | 12.00         | 12.00         |
| <b>Water Plant</b>                               | 16.00         | 16.80         | 16.80         | 16.80         | 18.00         | 18.00         | 18.00         | 18.00         | 18.00         | 18.00         |
| <b>Police:</b>                                   |               |               |               |               |               |               |               |               |               |               |
| Sworn Personnel                                  | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         | 44.00         |
| Non-Sworn Personnel - Operations                 | 4.00          | 3.00          | 3.00          | 3.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 1.00          |
| Non-Sworn Personnel - Telecomm.                  | 7.00          | 7.00          | 7.00          | 7.00          | 7.00          | 7.00          | 7.00          | 7.00          | 7.00          | 7.00          |
| Non-Sworn Personnel - Services                   | 4.00          | 4.00          | 4.00          | 4.00          | 5.00          | 5.00          | 5.00          | 5.00          | 5.00          | 6.00          |
| <b>Total Police Full-time and Semi-Full-time</b> | <b>59.00</b>  | <b>58.00</b>  |
| <b>Fire:</b>                                     |               |               |               |               |               |               |               |               |               |               |
| Sworn Personnel                                  | 45.00         | 45.00         | 46.00         | 46.00         | 46.00         | 45.00         | 45.00         | 44.00         | 44.00         | 44.00         |
| Non-Sworn Personnel                              | 1.80          | 1.80          | 1.80          | 2.00          | 2.00          | 2.00          | 1.00          | 1.00          | 1.00          | 1.00          |
| <b>Total Fire Full-time and Semi-Full-time</b>   | <b>46.80</b>  | <b>46.80</b>  | <b>47.80</b>  | <b>48.00</b>  | <b>48.00</b>  | <b>47.00</b>  | <b>46.00</b>  | <b>45.00</b>  | <b>45.00</b>  | <b>45.00</b>  |
| <b>Health</b>                                    | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | -             | -             | -             |
| <b>Total Full Time Equivalent Positions</b>      |               |               |               |               |               |               |               |               |               |               |
| <b>for Full-Time and</b>                         |               |               |               |               |               |               |               |               |               |               |
| <b>Semi-Full-Time Positions</b>                  |               |               |               |               |               |               |               |               |               |               |
|                                                  | <b>193.35</b> | <b>193.85</b> | <b>192.95</b> | <b>194.55</b> | <b>196.55</b> | <b>194.75</b> | <b>193.75</b> | <b>193.75</b> | <b>195.75</b> | <b>197.75</b> |
| <b>Gross Number of Positions</b>                 |               |               |               |               |               |               |               |               |               |               |
| <b>Receiving Full Benefits</b>                   |               |               |               |               |               |               |               |               |               |               |
|                                                  | <b>196</b>    | <b>197</b>    | <b>195</b>    | <b>196</b>    | <b>197</b>    | <b>195</b>    | <b>194</b>    | <b>194</b>    | <b>196</b>    | <b>198</b>    |

This summary of full-time equivalent positions by department reflects the total number of employees receiving full benefits within the Village of Wilmette personnel practices.

**Village of Wilmette**  
**Personnel Budget Summary**

**Ten Year History of Authorized Full Time Equivalent Employees - Part Time and Seasonal Employees**

| DEPARTMENT                                                                               | 2011         | 2012         | 2013         | 2014         | 2015         | 2016         | 2017         | 2018         | 2019         | 2020         |
|------------------------------------------------------------------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Administration - Part-time                                                               | 1.05         | 0.55         | 0.55         | 0.05         | 0.70         | 0.70         | 0.85         | 0.70         | 0.70         | 0.70         |
| Law - Part-time                                                                          | 0.38         | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Administrative Services - Part-time                                                      | 0.75         | 0.75         | 0.75         | 0.75         | 0.70         | 0.70         | 0.70         | 0.70         | 0.70         | 0.70         |
| Finance - Part-time                                                                      | 2.50         | 2.50         | 3.00         | 2.83         | 2.65         | 2.65         | 2.00         | 2.04         | 1.84         | 1.84         |
| Community Development - Part-time                                                        | 1.00         | 1.00         | 2.88         | 2.88         | 2.40         | 1.50         | 1.50         | 1.00         | 1.00         | 1.00         |
| Community Development - Seasonal                                                         | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Cable Programming - Part-time                                                            | 0.30         | 0.30         | 0.30         | 0.30         | 0.30         | 0.30         | 0.30         | 0.30         | 0.30         | 0.30         |
| Museum - Part-time                                                                       | 0.80         | 0.80         | 0.80         | 0.80         | 0.80         | 0.80         | 0.80         | 0.80         | 0.80         | 0.80         |
| Wilwork - Part-time                                                                      | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Engineering - Part-time                                                                  | 0.05         | 0.55         | 0.55         | 0.55         | 0.50         | 0.50         | 0.75         | 1.25         | 1.50         | 1.45         |
| Engineering - Seasonal                                                                   | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Buildings & Grounds - Part-time                                                          | 0.50         | 0.50         | 0.50         | 0.50         | -            | -            | -            | -            | -            | -            |
| Buildings & Grounds - Seasonal                                                           | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Street Department - Part-time                                                            | 0.40         | 0.40         | 1.00         | 1.20         | 1.45         | 1.00         | 1.45         | 1.45         | 1.45         | 0.50         |
| Street Department - Seasonal                                                             | 1.75         | 1.75         | 2.00         | 2.00         | 2.00         | 2.00         | 2.00         | 2.00         | 2.00         | 2.00         |
| Vehicle Maintenance - Part-time                                                          | 0.40         | 1.03         | 0.40         | -            | -            | -            | -            | -            | -            | -            |
| Vehicle Maintenance - Seasonal                                                           | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Sewer & Water Dept. - Part-time                                                          | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Water Plant - Part-time                                                                  | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| Water Plant - Seasonal                                                                   | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| <b>Police:</b>                                                                           |              |              |              |              |              |              |              |              |              |              |
| Part-time - Services                                                                     | -            | -            | -            | -            | 0.50         | 0.50         | 0.50         | 0.50         | 0.75         | 0.50         |
| Part-time - Operations                                                                   | 0.50         | 1.13         | 1.13         | 1.13         | 1.13         | 1.13         | 1.13         | 1.13         | 1.13         | 1.80         |
| Part-time - Telecommunicators                                                            | 2.00         | 2.00         | 2.00         | 2.00         | 2.00         | 2.00         | 1.75         | 1.75         | 1.75         | 1.75         |
| Part-time - Crossing Guards                                                              | 5.20         | 5.20         | 5.20         | 5.20         | 5.20         | 5.20         | 5.20         | 5.20         | 5.53         | 5.53         |
| Seasonal Personnel                                                                       | 1.00         | 1.00         | 1.00         | 1.00         | 1.00         | 1.00         | 1.00         | 1.00         | 1.00         | 1.00         |
| <b>Fire:</b>                                                                             |              |              |              |              |              |              |              |              |              |              |
| Part-time                                                                                | 0.45         | 0.45         | 0.45         | 0.35         | 0.35         | 0.35         | 0.35         | 0.66         | 0.66         | 0.66         |
| Seasonal                                                                                 | -            | -            | -            | -            | 0.25         | 0.25         | 0.25         | 0.25         | 0.25         | 0.25         |
| <b>Health</b>                                                                            | -            | -            | -            | -            | -            | -            | -            | -            | -            | -            |
| <b>Total Full Time Equivalent Positions<br/>for Part-Time and<br/>Seasonal Positions</b> | <b>19.03</b> | <b>19.90</b> | <b>22.50</b> | <b>21.53</b> | <b>21.93</b> | <b>20.58</b> | <b>20.53</b> | <b>20.73</b> | <b>21.36</b> | <b>20.78</b> |

This summary of full-time equivalent positions by department reflects the total number of employees whose benefits consist primarily of only FICA and Medicare.

## **PAY AND CLASSIFICATION PLAN**

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The Village Pay and Classification Plan creates a salary structure wherein most positions are classified within a pay grade.

The Village has two unions. The unions represent Police Officers and Firefighter/Paramedics. Union positions are not reflected in the pay plan. All other applicable positions are placed in a pay grade.

Annually, the Village Board considers an overall salary adjustment to the Pay Plan. For FY 2019, the Village Board authorized a 2.5% increase for non-union employees. The Fire bargaining agreement provides for a 1.75% increase for the unionized Fire personnel while the Police bargaining agreement has not yet been settled.

In 2011 the Village instituted a two-tier pay plan system for non-union employees hired on or after January 1, 2011. This new pay plan is intended to provide long term cost savings to the Village.

### Employees Hired Before January 1, 2011

There are six steps within each pay grade and each step reflects a 4.7% increment. A new employee is generally appointed to Step 1 in the pay grade associated with their position. After six months or after successful completion of a probationary period, the employee will progress to the next step. Annual step increases will continue thereafter until the employee reaches Step 6.

The plan also provides for four longevity increments based on an employee's tenure with the Village. Longevity "A" occurs at 5½ years and reflects a 3.5% increment. Longevity "B" occurs at 10 years, Longevity "C" at 15 years, and Longevity "D" at 20 years with each step reflecting a 2.1% increment.

### Employees Hired on or After January 1, 2011

In 2017, the Village Board amended this pay plan. There are twenty steps within each pay grade, with a 1.5% increment between all of the steps. A new employee is generally appointed to Step 1 in the pay grade associated with their position. After one year or after successful completion of a probationary period, the employee will progress to the next step. Annual step increases will continue thereafter until the employee reaches Step 20.

The plan does not provide for longevity increments.

## Village of Wilmette

### 2020 Pay and Classification Plan – Employees hired prior to 1/1/11

#### **Unclassified A (\$107,852 - \$195,482)**

(M) Assistant Village Manager  
(M) Community Development Dir.  
(M) Corporation Counsel  
(M) Finance Director/Treasurer  
(M) Admin. Services Dir.  
(M) Engineering & PW Dir.  
(M) Water Management Dir.

#### **Unclassified B (\$102,957 - \$161,633)**

(M) Deputy Public Works Director  
(M) Village Engineer

#### **Pay Grade 28 (\$95,881 - \$132,891)**

(M) Assistant Com. Dev. Director  
(M) Assistant Village Engineer  
(M) Assistant Finance Director  
(M) Systems Administrator  
(M) Data Processing Supervisor

#### **Pay Grade 26 (\$87,465 - \$121,227)**

(M) Asst. Water Management Dir.  
(M) Vehicle Maint. Supt.  
(M) Street/Utility Supt.  
(M) Water/Sewer Supt.

#### **Pay Grade 25 (\$83,540 - \$115,783)**

Civil Engineer II

#### **Pay Grade 24 (\$79,793 - \$110,586)**

(M) Communications Supervisor  
Project Manager  
(M) Vehicle Maint. Supervisor  
(M) Water Plant Supervisor/Lead Operator

#### **Pay Grade 23 ½ (\$78,000 - \$108,112)**

Social Worker

#### **Pay Grade 23 (\$76,210 - \$105,619)**

(M) Business Development Coord.  
(M) Human Resources Manager  
Facilities Supervisor  
Maintenance Supervisor  
Senior Accountant  
Village Forester

#### **Pay Grade 22 ½ (\$74,500 - \$103,257)**

Mechanic II Equip. Coordinator

#### **Pay Grade 22 (\$72,788 - \$100,878)**

Assistant to the Public Works Dir.  
(M) Assistant to the Village Manager  
Planner III  
Procurement Specialist

#### **Pay Grade 21 ½ (\$71,155 - \$98,623)**

Building Inspector  
Electrical Inspector  
Engineering Assistant II  
Management Assistant  
Mechanic II  
Plumbing Inspector  
Water Plant Electrician/ Automation Specialist  
Water Treatment Operator (Certified)

#### **Pay Grade 21 (\$69,516 - \$96,351)**

Accountant  
Planner II

#### **Pay Grade 20 ½ (\$67,961 - \$94,194)**

Water Plant Chemist

#### **Pay Grade 20 (\$66,401 - \$92,027)**

Administrative Analyst  
Administrative Assistant II (Finance) Cable  
TV Coordinator  
Crew Leader/Utility Technician  
Engineering Asst. I  
Museum Director  
Water Meter Supervisor

#### **Pay Grade 19 ½ (\$64,911 - \$89,966)**

Maintenance Mech./Utility Tech.

#### **Pay Grade 19 (\$63,423 - \$87,894)**

Administrative Assistant I  
Community Service Officer II  
Executive Secretary/Deputy Village Clerk  
Mechanic I  
Planner I  
Maintenance Mechanic  
Telecommunicator  
Water Plant Mechanic  
Water Treatment Operator  
Zoning Enforcement Officer

#### **Pay Grade 18 ½ (\$61,996 - \$85,928)**

Maintenance Worker II

#### **Pay Grade 18 (\$60,573 - \$83,948)**

Executive Secretary

#### **Pay Grade 17 1/2 (\$59,209 - \$82,069)**

Meter Repair Tech. I  
Parking Control Officer

#### **Pay Grade 17 (\$57,854 - \$80,180)**

Building Maintainer II  
Instrument Maintainer

#### **Pay Grade 16 ½ (\$56,552 - \$78,385)**

Community Service Officer I  
Customer Service Supervisor  
Data Process Operator III  
Deputy Village Clerk  
Fire/Police Dept. Secretary  
Maintenance Worker I

#### **Pay Grade 16 (\$55,255 - \$76,581)**

Administrative Secretary  
Building Maintainer I  
Permit Clerk  
Public Works Dispatcher

#### **Pay Grade 15 ½ (\$54,016 - \$74,866)**

Data Process Operator II  
Secretary

#### **Pay Grade 14 (\$50,404 - \$69,862)**

Crossing Guard  
Data Process Operator I  
Payroll Clerk

#### **Pay Grade 13 (\$48,143 - \$66,725)**

CATV Production Asst. (P/T)

#### **Pay Grade 10 (\$41,947 - \$58,138)**

Secretary (P/T)

#### **UNCLASSIFIED**

Village Manager  
CATV Assistants  
Finance Staff (P/T)

#### **Collective Bargaining Agreements**

Police Officer  
Firefighter  
Firefighter/Paramedic  
Emergency Vehicle Coordinator\*  
*\*position vacated in 2011*

#### **KEY**

(M) In Merit Plan  
(P/T) Part-time employee

### Village of Wilmette 2020 Pay Plan

| Pay Grade | Pay Steps |         |         |         |         |         | Longevity Steps |         |         |         |
|-----------|-----------|---------|---------|---------|---------|---------|-----------------|---------|---------|---------|
|           | 1         | 2       | 3       | 4       | 5       | 6       | A               | B       | C       | D       |
| 1         | 27,749    | 29,051  | 30,413  | 31,846  | 33,338  | 34,904  | 36,127          | 36,886  | 37,661  | 38,449  |
| 2         | 29,051    | 30,413  | 31,846  | 33,338  | 34,904  | 36,547  | 37,824          | 38,621  | 39,432  | 40,259  |
| 3         | 30,413    | 31,846  | 33,338  | 34,904  | 36,547  | 38,266  | 39,607          | 40,433  | 41,287  | 42,152  |
| 4         | 31,846    | 33,338  | 34,904  | 36,547  | 38,266  | 40,066  | 41,465          | 42,337  | 43,225  | 44,134  |
| 5         | 33,338    | 34,904  | 36,547  | 38,266  | 40,066  | 41,947  | 43,417          | 44,327  | 45,262  | 46,210  |
| 6         | 34,904    | 36,547  | 38,266  | 40,066  | 41,947  | 43,918  | 45,460          | 46,412  | 47,386  | 48,381  |
| 7         | 36,547    | 38,266  | 40,066  | 41,947  | 43,918  | 45,986  | 47,597          | 48,598  | 49,616  | 50,658  |
| 8         | 38,266    | 40,066  | 41,947  | 43,918  | 45,986  | 48,143  | 49,829          | 50,874  | 51,945  | 53,035  |
| 9         | 40,066    | 41,947  | 43,918  | 45,986  | 48,143  | 50,404  | 52,173          | 53,264  | 54,384  | 55,528  |
| 10        | 41,947    | 43,918  | 45,986  | 48,143  | 50,404  | 52,772  | 54,623          | 55,770  | 56,944  | 58,138  |
| 11        | 43,918    | 45,986  | 48,143  | 50,404  | 52,772  | 55,255  | 57,193          | 58,392  | 59,617  | 60,871  |
| 12        | 45,986    | 48,143  | 50,404  | 52,772  | 55,255  | 57,854  | 59,881          | 61,136  | 62,419  | 63,730  |
| 13        | 48,143    | 50,404  | 52,772  | 55,255  | 57,854  | 60,573  | 62,690          | 64,009  | 65,354  | 66,725  |
| 14        | 50,404    | 52,772  | 55,255  | 57,854  | 60,573  | 63,423  | 65,638          | 67,020  | 68,426  | 69,862  |
| 15        | 52,772    | 55,255  | 57,854  | 60,573  | 63,423  | 66,401  | 68,725          | 70,167  | 71,641  | 73,146  |
| 15 1/2    | 54,016    | 56,552  | 59,209  | 61,996  | 64,911  | 67,961  | 70,340          | 71,815  | 73,326  | 74,866  |
| 16        | 55,255    | 57,854  | 60,573  | 63,423  | 66,401  | 69,516  | 71,952          | 73,463  | 75,007  | 76,581  |
| 16 1/2    | 56,552    | 59,209  | 61,996  | 64,911  | 67,961  | 71,155  | 73,649          | 75,192  | 76,772  | 78,385  |
| 17        | 57,854    | 60,573  | 63,423  | 66,401  | 69,516  | 72,788  | 75,332          | 76,916  | 78,531  | 80,180  |
| 17 1/2    | 59,209    | 61,996  | 64,911  | 67,961  | 71,155  | 74,500  | 77,108          | 78,723  | 80,378  | 82,069  |
| 18        | 60,573    | 63,423  | 66,401  | 69,516  | 72,788  | 76,210  | 78,875          | 80,530  | 82,222  | 83,948  |
| 18 1/2    | 61,996    | 64,911  | 67,961  | 71,155  | 74,500  | 78,000  | 80,733          | 82,430  | 84,162  | 85,928  |
| 19        | 63,423    | 66,401  | 69,516  | 72,788  | 76,210  | 79,793  | 82,584          | 84,313  | 86,085  | 87,894  |
| 19 1/2    | 64,911    | 67,961  | 71,155  | 74,500  | 78,000  | 81,668  | 84,525          | 86,302  | 88,117  | 89,966  |
| 20        | 66,401    | 69,516  | 72,788  | 76,210  | 79,793  | 83,540  | 86,463          | 88,280  | 90,135  | 92,027  |
| 20 1/2    | 67,961    | 71,155  | 74,500  | 78,000  | 81,668  | 85,508  | 88,500          | 90,360  | 92,255  | 94,194  |
| 21        | 69,516    | 72,788  | 76,210  | 79,793  | 83,540  | 87,465  | 90,528          | 92,431  | 94,372  | 96,351  |
| 21-1/2    | 71,155    | 74,500  | 78,000  | 81,668  | 85,508  | 89,527  | 92,661          | 94,608  | 96,593  | 98,623  |
| 22        | 72,788    | 76,210  | 79,793  | 83,540  | 87,465  | 91,574  | 94,783          | 96,772  | 98,805  | 100,878 |
| 22 1/2    | 74,500    | 78,000  | 81,668  | 85,508  | 89,527  | 93,734  | 97,015          | 99,055  | 101,132 | 103,257 |
| 23        | 76,210    | 79,793  | 83,540  | 87,465  | 91,574  | 95,881  | 99,238          | 101,321 | 103,447 | 105,619 |
| 23 1/2    | 78,000    | 81,668  | 85,508  | 89,527  | 93,734  | 98,140  | 101,576         | 103,710 | 105,887 | 108,112 |
| 24        | 79,793    | 83,540  | 87,465  | 91,574  | 95,881  | 100,387 | 103,900         | 106,086 | 108,310 | 110,586 |
| 24 1/2    | 81,668    | 85,508  | 89,527  | 93,734  | 98,140  | 102,755 | 106,353         | 108,584 | 110,865 | 113,193 |
| 25        | 83,540    | 87,465  | 91,574  | 95,881  | 100,387 | 105,107 | 108,785         | 111,070 | 113,404 | 115,783 |
| 25 1/2    | 85,508    | 89,527  | 93,734  | 98,140  | 102,755 | 107,582 | 111,347         | 113,687 | 116,072 | 118,509 |
| 26        | 87,465    | 91,574  | 95,881  | 100,387 | 105,107 | 110,047 | 113,899         | 116,293 | 118,733 | 121,227 |
| 26 1/2    | 89,527    | 93,734  | 98,140  | 102,755 | 107,582 | 112,638 | 116,581         | 119,029 | 121,526 | 124,080 |
| 27        | 91,574    | 95,881  | 100,387 | 105,107 | 110,047 | 115,217 | 119,250         | 121,753 | 124,310 | 126,921 |
| 27 1/2    | 93,734    | 98,140  | 102,755 | 107,582 | 112,638 | 117,930 | 122,059         | 124,625 | 127,237 | 129,913 |
| 28        | 95,881    | 100,387 | 105,107 | 110,047 | 115,217 | 120,634 | 124,855         | 127,476 | 130,156 | 132,891 |
| 28 1/2    | 98,140    | 102,755 | 107,582 | 112,638 | 117,930 | 123,474 | 127,797         | 130,480 | 133,221 | 136,016 |
| 29        | 100,387   | 105,107 | 110,047 | 115,217 | 120,634 | 126,300 | 130,724         | 133,470 | 136,273 | 139,134 |
| 29 1/2    | 102,755   | 107,582 | 112,638 | 117,930 | 123,474 | 129,278 | 133,803         | 136,614 | 139,482 | 142,410 |
| 30        | 105,107   | 110,047 | 115,217 | 120,634 | 126,300 | 132,237 | 136,868         | 139,743 | 142,676 | 145,673 |
| 30 1/2    | 107,582   | 112,638 | 117,930 | 123,474 | 129,278 | 135,354 | 140,090         | 143,034 | 146,038 | 149,101 |
| 31        | 110,047   | 115,217 | 120,634 | 126,300 | 132,237 | 138,454 | 143,301         | 146,307 | 149,384 | 152,520 |
| 32        | 115,217   | 120,634 | 126,300 | 132,237 | 138,454 | 144,964 | 150,036         | 153,188 | 156,405 | 159,690 |
| 33        | 120,634   | 126,300 | 132,237 | 138,454 | 144,964 | 151,776 | 157,091         | 160,390 | 163,758 | 167,195 |
| 34        | 126,300   | 132,237 | 138,454 | 144,964 | 151,776 | 158,911 | 164,472         | 167,927 | 171,453 | 175,051 |
| 35        | 132,237   | 138,454 | 144,964 | 151,776 | 158,911 | 166,381 | 172,202         | 175,822 | 179,510 | 183,279 |
| 36        | 138,454   | 144,964 | 151,776 | 158,911 | 166,381 | 174,201 | 180,296         | 184,086 | 187,950 | 191,898 |

**Effective Date -- January 1, 2020**  
**Plan reflects a 2.25% across the board increase.**

# Village of Wilmette

## 2020 Pay and Classification Plan – Employees hired on or after 1/1/11

Amount shown is annual pay for Steps 1 to 20

Amended February 11, 2020

### Unclassified

Village Manager

#### Department Directors

#### Position Grade GG (\$153,975 - \$204,318)

Assistant Village Manager/Corporation Counsel

#### Position Grade FF (\$146,644 - \$194,588)

Engineering & Public Works Director

#### Position Grade EE (\$139,659 - \$185,323)

Finance Director

#### Position Grade CC (\$126,677 - \$168,094)

Assistant Village Manager  
Community Development Director

#### Position Grade AA (\$114,902 - \$152,467)

Administrative Services Director  
Water Management Director

#### Regular Pay Schedule

#### Position Grade R (\$118,635 - \$157,420)

Human Resources Director  
Village Engineer  
Deputy Public Works Director

#### Position Grade P (\$106,584 - \$141,434)

Assistant Public Works Director

#### Position Grade N (\$96,675 - \$128,285)

Assistant Village Engineer  
Assistant Finance Director  
Assistant Community Dev. Director  
Assistant Dir. of Admin. Services  
Asst. Water Management Director

#### Position Grade M (\$92,073 - \$122,175)

Administration Manager  
Street/Utility Superintendent  
Systems Administrator  
Water/Sewer Superintendent  
Vehicle Maint. Superintendent

#### Position Grade L (\$87,689 - \$116,358)

Assistant to the Village Manager  
Building and Code Supervisor  
Civil Engineer II

#### Position Grade K (\$83,514 - \$110,817)

Civil Engineer I  
Communications Supervisor  
Project Manager  
Engineering Assistant II  
Planner/Business Development  
Planner/Zoning  
Planner III  
Water Plant Supervisor/Lead  
Operator  
Vehicle Maintenance Supervisor

#### Position Grade J (\$78,787 - \$104,546)

Facilities Supervisor  
Inspector – Building –  
Electrical – Plumbing  
Mechanic III (EVT certified)  
Museum Director  
Plan Reviewer  
Purchasing Manager  
Project Engineer  
Water Plant Electrician

#### Position Grade I (\$74,328 - \$98,629)

Asst. to the Public Works Director  
Cable TV Coordinator  
Crew Leader  
Forester  
Mechanic II (ASE certified/equip coord.)  
Social Worker  
Utility Technician/Crew Leader  
Water Meter Supervisor (Crew Leader)  
Water Plant Chemist  
Water Treatment Operator II

#### Position Grade H (\$70,121 - \$93,048)

Accountant  
Management Assistant  
Zoning Enforcement Officer

#### Position Grade G (\$66,149 - \$87,779)

Customer Service Supervisor  
Engineering Assistant I  
Mechanic I  
Maintenance Mechanic  
Planner II  
Records Supervisor  
Water Treatment Operator I

#### Position Grade F (\$62,409 - \$82,811)

Customer Service Specialist  
Legal Assistant/Deputy Village Clerk  
Human Resource Generalist I  
Maintenance Worker II  
Technical Support Specialist (P/T)  
Telecommunicator  
Webmaster (P/T)  
Management Analyst

#### Position Grade E (\$58,872 - \$78,123)

Engineering Technician  
Fire/Police Secretary (Admin Assist II)  
Planner I  
WP Instrument Maintainer

#### Position Grade D (\$55,541 - \$73,701)

Admin Secretary (Admin Assist I)  
Accounts Receivable/Payable Clerk II  
Community Services Officer II  
Data Processing Clerk II  
Facilities Maintainer II  
Fire Inspector  
Maintenance Worker I  
Meter Repair Tech  
Permit Technician

#### Position Grade C (\$52,397 - \$69,531)

Facilities Maintainer I

#### Position Grade B (\$49,929 - \$65,592)

Accounts Receivable/Payable Clerk  
Data Processing Clerk  
Permit Clerk  
Police Records Clerk  
Public Works Assistant

#### Position Grade A (\$46,632 - \$61,881)

Community Service Officer I

**Village of Wilmette 2020 Pay Plan**

| Pay<br>Grade | Pay Steps |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|--------------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
|              | 1         | 2       | 3       | 4       | 5       | 6       | 7       | 8       | 9       | 10      | 11      | 12      | 13      | 14      | 15      | 16      | 17      | 18      | 19      | 20      |
| A            | 46,632    | 47,333  | 48,042  | 48,763  | 49,495  | 50,236  | 50,990  | 51,755  | 52,532  | 53,320  | 54,120  | 54,932  | 55,757  | 56,593  | 57,442  | 58,304  | 59,178  | 60,066  | 60,967  | 61,881  |
| B            | 49,429    | 50,171  | 50,924  | 51,687  | 52,462  | 53,250  | 54,049  | 54,861  | 55,683  | 56,519  | 57,366  | 58,227  | 59,101  | 59,987  | 60,887  | 61,800  | 62,727  | 63,669  | 64,624  | 65,592  |
| C            | 52,397    | 53,184  | 53,982  | 54,792  | 55,614  | 56,449  | 57,295  | 58,154  | 59,027  | 59,911  | 60,811  | 61,722  | 62,649  | 63,589  | 64,543  | 65,512  | 66,493  | 67,491  | 68,502  | 69,531  |
| D            | 55,541    | 56,375  | 57,220  | 58,078  | 58,949  | 59,833  | 60,730  | 61,641  | 62,566  | 63,505  | 64,458  | 65,426  | 66,406  | 67,403  | 68,413  | 69,439  | 70,481  | 71,538  | 72,612  | 73,701  |
| E            | 58,872    | 59,756  | 60,652  | 61,562  | 62,486  | 63,423  | 64,375  | 65,341  | 66,319  | 67,315  | 68,324  | 69,349  | 70,389  | 71,445  | 72,518  | 73,606  | 74,710  | 75,831  | 76,968  | 78,123  |
| F            | 62,409    | 63,345  | 64,295  | 65,260  | 66,238  | 67,232  | 68,241  | 69,264  | 70,303  | 71,358  | 72,429  | 73,515  | 74,616  | 75,737  | 76,873  | 78,025  | 79,195  | 80,383  | 81,588  | 82,811  |
| G            | 66,149    | 67,142  | 68,150  | 69,172  | 70,210  | 71,262  | 72,331  | 73,417  | 74,518  | 75,634  | 76,769  | 77,921  | 79,090  | 80,275  | 81,480  | 82,703  | 83,943  | 85,202  | 86,481  | 87,779  |
| H            | 70,121    | 71,172  | 72,240  | 73,323  | 74,424  | 75,540  | 76,673  | 77,823  | 78,991  | 80,177  | 81,380  | 82,600  | 83,839  | 85,097  | 86,373  | 87,668  | 88,984  | 90,317  | 91,672  | 93,048  |
| I            | 74,328    | 75,443  | 76,574  | 77,722  | 78,888  | 80,071  | 81,272  | 82,492  | 83,729  | 84,985  | 86,260  | 87,554  | 88,868  | 90,201  | 91,554  | 92,927  | 94,321  | 95,736  | 97,171  | 98,629  |
| J            | 78,787    | 79,969  | 81,168  | 82,385  | 83,621  | 84,876  | 86,149  | 87,441  | 88,752  | 90,083  | 91,435  | 92,807  | 94,199  | 95,612  | 97,045  | 98,502  | 99,979  | 101,479 | 103,001 | 104,546 |
| K            | 83,514    | 84,766  | 86,037  | 87,328  | 88,637  | 89,968  | 91,316  | 92,687  | 94,076  | 95,488  | 96,921  | 98,374  | 99,850  | 101,348 | 102,868 | 104,411 | 105,976 | 107,566 | 109,179 | 110,817 |
| L            | 87,689    | 89,002  | 90,338  | 91,693  | 93,068  | 94,464  | 95,881  | 97,320  | 98,780  | 100,261 | 101,764 | 103,292 | 104,841 | 106,413 | 108,010 | 109,629 | 111,275 | 112,943 | 114,639 | 116,358 |
| M            | 92,073    | 93,454  | 94,856  | 96,280  | 97,722  | 99,189  | 100,677 | 102,188 | 103,720 | 105,276 | 106,855 | 108,458 | 110,084 | 111,735 | 113,411 | 115,113 | 116,839 | 118,592 | 120,370 | 122,175 |
| N            | 96,675    | 98,126  | 99,598  | 101,092 | 102,609 | 104,148 | 105,710 | 107,295 | 108,904 | 110,538 | 112,196 | 113,879 | 115,587 | 117,322 | 119,081 | 120,868 | 122,681 | 124,521 | 126,389 | 128,285 |
| O            | 101,509   | 103,032 | 104,578 | 106,146 | 107,738 | 109,353 | 110,994 | 112,659 | 114,349 | 116,065 | 117,806 | 119,573 | 121,367 | 123,188 | 125,036 | 126,911 | 128,816 | 130,748 | 132,709 | 134,700 |
| P            | 106,584   | 108,185 | 109,806 | 111,455 | 113,125 | 114,823 | 116,545 | 118,293 | 120,067 | 121,869 | 123,698 | 125,553 | 127,436 | 129,346 | 131,287 | 133,256 | 135,255 | 137,285 | 139,344 | 141,434 |
| Q            | 112,982   | 114,677 | 116,398 | 118,143 | 119,916 | 121,714 | 123,540 | 125,393 | 127,275 | 129,183 | 131,121 | 133,089 | 135,085 | 137,111 | 139,167 | 141,253 | 143,373 | 145,523 | 147,705 | 149,921 |
| R            | 118,635   | 120,413 | 122,218 | 124,053 | 125,913 | 127,802 | 129,719 | 131,665 | 133,640 | 135,645 | 137,679 | 139,743 | 141,839 | 143,967 | 146,128 | 148,319 | 150,543 | 152,801 | 155,094 | 157,420 |
| AA           | 114,902   | 116,625 | 118,375 | 120,150 | 121,953 | 123,783 | 125,639 | 127,523 | 129,436 | 131,377 | 133,347 | 135,348 | 137,378 | 139,438 | 141,530 | 143,653 | 145,807 | 147,995 | 150,214 | 152,467 |
| BB           | 120,645   | 122,455 | 124,291 | 126,155 | 128,048 | 129,969 | 131,919 | 133,897 | 135,907 | 137,944 | 140,014 | 142,114 | 144,246 | 146,409 | 148,605 | 150,834 | 153,097 | 155,393 | 157,725 | 160,091 |
| CC           | 126,677   | 128,576 | 130,505 | 132,463 | 134,450 | 136,466 | 138,512 | 140,591 | 142,699 | 144,840 | 147,012 | 149,218 | 151,457 | 153,729 | 156,035 | 158,376 | 160,750 | 163,162 | 165,609 | 168,094 |
| DD           | 133,009   | 135,004 | 137,029 | 139,085 | 141,169 | 143,288 | 145,437 | 147,618 | 149,833 | 152,081 | 154,362 | 156,677 | 159,027 | 161,413 | 163,835 | 166,293 | 168,787 | 171,320 | 173,889 | 176,497 |
| EE           | 139,659   | 141,754 | 143,880 | 146,040 | 148,230 | 150,453 | 152,710 | 155,000 | 157,325 | 159,685 | 162,081 | 164,511 | 166,979 | 169,484 | 172,026 | 174,607 | 177,226 | 179,885 | 182,584 | 185,323 |
| FF           | 146,644   | 148,843 | 151,076 | 153,342 | 155,642 | 157,975 | 160,346 | 162,751 | 165,192 | 167,672 | 170,187 | 172,738 | 175,329 | 177,959 | 180,630 | 183,338 | 186,089 | 188,879 | 191,712 | 194,588 |
| GG           | 153,975   | 156,285 | 158,630 | 161,009 | 163,423 | 165,875 | 168,363 | 170,888 | 173,452 | 176,054 | 178,695 | 181,374 | 184,095 | 186,858 | 189,660 | 192,505 | 195,393 | 198,323 | 201,299 | 204,318 |
| HH           | 161,673   | 164,098 | 166,559 | 169,058 | 171,594 | 174,169 | 176,781 | 179,432 | 182,123 | 184,855 | 187,628 | 190,443 | 193,299 | 196,198 | 199,141 | 202,130 | 205,161 | 208,238 | 211,363 | 214,533 |
| U            | 180,870   | 183,584 | 186,337 | 189,132 | 191,969 | 194,849 | 197,773 | 200,739 | 203,751 | 206,807 | 209,909 | 213,057 | 216,254 | 219,498 | 222,790 | 226,133 | 229,525 | 232,968 | 236,462 | 240,009 |

**Effective Date -- January 1, 2020**

**Plan reflects a 2.25% across the board increase.**

## Village of Wilmette

### 2020 Pay and Classification Plan – Seasonal/Part-Time *Amount shown is hourly rate of pay employees hired on or after 1/1/11*

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**P1 - \$11.56 – \$12.51**

Office Clerk

**P2 - \$13.68 – \$14.80**

Custodian  
Summer Laborer

**P3 - \$14.48 – \$15.69**

Bike Patrol Officer  
Park Guard

**P4 - \$17.20 – \$18.60**

Inspector I  
Intern  
Landscape Assistant  
Leaf Collector  
Park Guard Supervisor

**P5 - \$19.72 – \$21.37**

Crossing Guard  
Front Counter Assistant  
Museum Assistant

**P6 - \$23.25 – \$25.18**

CATV Production Assistant  
Inspector II

**Village of Wilmette 2020 Pay Plan  
Part-Time Employees Hired on or After 1/1/11**

| Pay<br>Grade | Pay Steps |       |       |       |       |
|--------------|-----------|-------|-------|-------|-------|
|              | 1         | 2     | 3     | 4     | 5     |
| P1           | 11.56     | 11.79 | 12.02 | 12.27 | 12.51 |
| P2           | 13.68     | 13.95 | 14.23 | 14.51 | 14.80 |
| P3           | 14.48     | 14.76 | 15.06 | 15.36 | 15.69 |
| P4           | 17.20     | 17.56 | 17.89 | 18.22 | 18.60 |
| P5           | 19.72     | 20.13 | 20.54 | 20.95 | 21.37 |
| P6           | 23.25     | 23.73 | 24.20 | 24.69 | 25.18 |

\*step increase is 2% per step

Effective Date -- January 1, 2020

Plan reflects a 2.25% across the board increase.

**Village of Wilmette**

**Sworn Public Safety Positions**

**Police Department**

| <b>Position</b> | <b>Salary Range</b>   |               |               |               |
|-----------------|-----------------------|---------------|---------------|---------------|
| Chief           | \$107,852 - \$195,482 |               |               |               |
| Deputy Chief    | \$102,957 - \$161,633 |               |               |               |
| Commander       | \$100,780 - \$147,641 |               |               |               |
|                 |                       |               |               |               |
|                 | <b>Step 1</b>         | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> |
| Sergeant        | 124,855               | 127,476       | 130,156       | 132,891       |

Sergeants are eligible to receive an annual stipend of \$3,000

**Fire Department**

| <b>Position</b>          | <b>Salary Range</b>   |               |               |               |               |               |                          |                          |                          |                          |
|--------------------------|-----------------------|---------------|---------------|---------------|---------------|---------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Chief                    | \$107,852 - \$195,482 |               |               |               |               |               |                          |                          |                          |                          |
| Deputy Chief             | \$102,957 - \$161,633 |               |               |               |               |               |                          |                          |                          |                          |
| Duty Chief               | \$100,780 - \$147,641 |               |               |               |               |               |                          |                          |                          |                          |
|                          |                       |               |               |               |               |               |                          |                          |                          |                          |
|                          | <b>Step 1</b>         | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6</b> | <b>Longevity<br/>"A"</b> | <b>Longevity<br/>"B"</b> | <b>Longevity<br/>"C"</b> | <b>Longevity<br/>"D"</b> |
| Lieutenant/<br>Paramedic | 93,734                | 98,140        | 102,755       | 107,582       | 112,638       | 117,930       | 122,059                  | 124,625                  | 127,237                  | 129,913                  |

## Village of Wilmette 2020 Personnel Budget Summary of Budget Salary Worksheets

|                                                             | 2017<br>Budget    | 2018<br>Budget    | 2019<br>Budget    | 2020<br>Budget    |
|-------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|
| 11041010-410100 Administration - Regular Salaries           | 445,625           | 459,575           | 473,325           | 474,875           |
| 11041010-410200 Administration - O/T                        | -                 | -                 | -                 | -                 |
| 11051210-410100 Administrative Services - Regular Salaries  | 288,525           | 287,850           | 296,325           | 304,100           |
| 11061410-410100 Finance - General Fund - Regular Salaries   | 763,125           | 790,600           | 801,975           | 781,650           |
| 11061410-410200 Finance - General Fund - O/T                | -                 | -                 | -                 | -                 |
| 11071610-410100 Law Dept. - Regular Salaries                | -                 | 176,825           | 181,250           | 188,900           |
| 11091845-410100 Community Development - Regular Salaries    | 902,925           | 900,225           | 1,013,025         | 1,064,075         |
| 11091845-410200 Community Development - O/T                 | 500               | 500               | 500               | 500               |
| 11091846-410100 Business Development - Regular Salaries     | 56,725            | 58,000            | 59,450            | 62,075            |
| 11111060-410100 Historical Museum - Regular Salaries        | 129,050           | 132,275           | 136,275           | 140,450           |
| 11151060-410100 Cable Programming - Regular Salaries        | 91,900            | 94,200            | 96,575            | 98,750            |
| 11151060-410400 Cable Programming - Other Salaries          | -                 | -                 | -                 | -                 |
| 11202035-410100 Village Engineer - Regular Salaries         | 372,175           | 449,925           | 515,800           | 548,525           |
| 11202035-410200 Village Engineer - O/T                      | 500               | 500               | 500               | 500               |
| 11233030-410100 Street Dept. - Regular Salaries             | 1,027,100         | 1,020,950         | 1,077,600         | 1,094,525         |
| 11233030-410200 Street Dept. - O/T                          | 87,350            | 89,550            | 91,800            | 93,875            |
| 11303030-410100 Tree Maint. - Regular Salaries              | 287,050           | 270,475           | 281,350           | 290,975           |
| 11303030-410200 Tree Maint. - O/T                           | 8,375             | 8,575             | 8,800             | 9,000             |
| 11333030-410100 Street Lighting - Regular Salaries          | 114,475           | 118,750           | 121,200           | 126,725           |
| 11333030-410200 Street Lighting - O/T                       | 6,100             | 6,275             | 6,425             | 6,575             |
| 11342035-410100 Buildings & Grounds - Regular Salaries      | 230,200           | 240,200           | 204,675           | 205,600           |
| 11342035-410200 Buildings & Grounds - O/T                   | 10,100            | 10,350            | 10,350            | 10,575            |
| 11401020-410100 Fire & Police Commission - Regular Salaries | 49,200            | 52,700            | 54,800            | 56,900            |
| 11414020-410100 Police Operations - Regular Salaries        | 4,874,050         | 4,924,225         | 4,965,075         | 5,097,850         |
| 11414020-410200 Police Operations - O/T                     | 300,000           | 300,000           | 300,000           | 300,000           |
| 11414020-410210 Police Operations - O/T - Grant Funded      | -                 | -                 | -                 | -                 |
| 11424020-410100 Police Services - Regular Salaries          | 527,175           | 559,900           | 565,950           | 625,975           |
| 11424020-410200 Police Services - O/T                       | 300               | 300               | 300               | 300               |
| 11434020-410100 Pub. Safety Commun. - Regular Salaries      | 726,850           | 753,475           | 749,075           | 766,000           |
| 11434020-410200 Pub. Safety Commun. - O/T                   | 64,000            | 64,000            | 64,000            | 64,000            |
| 11454020-410100 Crossing Guards - Regular Salaries          | 237,000           | 247,900           | 270,000           | 276,075           |
| 11515020-410100 Fire Fighting - Regular Salaries            | 4,685,225         | 4,709,625         | 4,837,150         | 4,979,825         |
| 11515020-410200 Fire Fighting - O/T                         | 310,250           | 312,750           | 312,750           | 312,750           |
| 11515020-410300 Fire Fighting - Off Duty Response           | 10,000            | 10,000            | 10,000            | 10,000            |
| 11566040-410100 Health Dept. - Regular Salaries             | 182,725           | -                 | -                 | -                 |
| <b>Total General Fund</b>                                   | <b>16,788,575</b> | <b>17,050,475</b> | <b>17,506,300</b> | <b>17,991,925</b> |

## Village of Wilmette 2020 Personnel Budget Summary of Budget Salary Worksheets

|                                  |                                            | 2017<br>Budget    | 2018<br>Budget    | 2019<br>Budget    | 2020<br>Budget    |
|----------------------------------|--------------------------------------------|-------------------|-------------------|-------------------|-------------------|
| 11273030-410100                  | Vehicle Maintenance - Regular Salaries     | 580,150           | 611,175           | 632,025           | 651,525           |
| 11273030-410200                  | Vehicle Maintenance - O/T                  | 2,600             | 2,600             | 2,600             | 6,000             |
| <b>Total Vehicle Maintenance</b> |                                            | <b>582,750</b>    | <b>613,775</b>    | <b>634,625</b>    | <b>657,525</b>    |
| 23753090-410100                  | Parking Meter Fund - METRA - Reg. Salaries | 52,725            | 47,625            | 48,400            | 49,250            |
| 23753090-410200                  | Parking Meter Fund - METRA - O/T           | 2,250             | 2,250             | 2,250             | 2,250             |
| 23763090-410100                  | Parking Meter Fund - CTA - Reg. Salaries   | 45,250            | 40,000            | 42,725            | 43,925            |
| 23763090-410200                  | Parking Meter Fund - CTA - O/T             | 3,750             | 500               | 500               | 575               |
| <b>Total Parking Meter Fund</b>  |                                            | <b>103,975</b>    | <b>90,375</b>     | <b>93,875</b>     | <b>96,000</b>     |
| 40807090-410100                  | Sewer Maintenance - Regular Salaries       | 564,000           | 588,000           | 603,375           | 699,775           |
| 40807090-410200                  | Sewer Maintenance - O/T                    | 10,100            | 10,375            | 10,625            | 10,900            |
| 40847090-410100                  | Storm Water Pumping - Regular Salaries     | -                 | -                 | -                 | -                 |
| 40847090-410200                  | Storm Water Pumping - O/T                  | 12,000            | 12,000            | 13,000            | 13,000            |
| <b>Total Sewer Fund</b>          |                                            | <b>586,100</b>    | <b>610,375</b>    | <b>627,000</b>    | <b>723,675</b>    |
| 41818090-410100                  | Water Pumping - Regular Salaries           | 1,356,425         | 1,438,800         | 1,473,725         | 1,504,275         |
| 41818090-410200                  | Water Pumping - O/T                        | 34,000            | 34,000            | 34,850            | 35,725            |
| 41828090-410100                  | Water Metering - Regular Salaries          | 141,450           | 147,500           | 152,125           | 156,500           |
| 41828090-410200                  | Water Metering - O/T                       | 625               | 625               | 625               | 625               |
| 41838090-410100                  | Water Distribution - Regular Salaries      | 463,075           | 479,250           | 462,125           | 475,275           |
| 41838090-410200                  | Water Distribution - O/T                   | 35,775            | 36,675            | 37,600            | 37,600            |
| 41848090-410100                  | Water Fund Corporate Salaries              | 320,950           | 357,350           | 378,500           | 384,050           |
| 41858090-410100                  | Finance - Water Fund - Regular Salaries    | 65,125            | 75,875            | 80,200            | 76,025            |
| 41858090-410200                  | Finance - Water Fund - O/T                 | 500               | 500               | 500               | 500               |
| <b>Total Water Fund</b>          |                                            | <b>2,417,925</b>  | <b>2,570,575</b>  | <b>2,620,250</b>  | <b>2,670,575</b>  |
| <b>Totals</b>                    |                                            | <b>20,479,325</b> | <b>20,935,575</b> | <b>21,482,050</b> | <b>22,139,700</b> |

## Village of Wilmette FY 2020 Budget Salary Worksheets

DEPT: Administration

| Position                                  | Incumbent        | Starting Date | 2019 Budget              |                | Current Status |         | Pending Changes   | 2020 Budget Before COLA |                | COLA Added     |
|-------------------------------------------|------------------|---------------|--------------------------|----------------|----------------|---------|-------------------|-------------------------|----------------|----------------|
|                                           |                  |               | Grade                    | Amount         | Grade          | Amount  |                   | Grade                   | Amount         |                |
| 1. Village Manager                        | Frenzer, Tim     | 01/25/93      | Unclassified             | 238,628        | Unclassified   | 238,628 |                   | Unclassified            | 238,628        | 243,997        |
| 2. Asst. Village Manager                  | Braiman, Michael | 09/03/13      | GG-14                    | 182,746        | GG-14          | 182,746 | GG-15 on 3/3/2020 | GG-15                   | 185,487        | 189,660        |
| 3. Asst. Dir. of Administrative Services  | Prejzner, John   | 08/08/11      | N-18                     | 121,781        | N-18           | 121,781 | N-19 7/1/19       | N-19                    | 123,608        | 126,389        |
| 4. Asst. to the Village Manager / Police  | Cease, Alejandra | 01/07/08      | 22-6B                    | 94,643         | 22-6B          | 94,643  |                   | 22-6C                   | 96,631         | 98,805         |
| 5. Legal Assistant / Deputy Village Clerk | Norwood, Karen   | 08/12/19      | 19-6C<br>(70% Part-time) | 84,191         | 19-6D          | 85,960  |                   | F-13<br>(70% Part-time) | 72,974         | 74,616         |
| 6. Front Counter Assistant                | Drews, Tina      | 02/01/13      | P5-5                     | 30,598         | P5-5           | 30,598  |                   | P5-5                    | 30,598         | 31,286         |
|                                           |                  |               |                          | <u>752,587</u> |                |         |                   |                         | <u>747,926</u> | <u>764,753</u> |

| Budget Account Distribution: |                                   | Calculated     | Rounded        | Calculated     | Calculated     | Rounded        |
|------------------------------|-----------------------------------|----------------|----------------|----------------|----------------|----------------|
| 11041010-410100              | Administration - Regular Salaries | 473,330        | 473,325        | 464,431        | 474,877        | 474,875        |
| 11401020-410100              | Fire & Police Commission -        |                |                |                |                |                |
|                              | - Regular Salaries                | 54,809         | 54,800         | 55,631         | 56,883         | 56,900         |
| TO                           | General Fund - Finance            | 54,824         | 54,825         | 55,646         | 56,898         | 56,900         |
| TO                           | General Fund - Admin. Services    | 36,534         | 36,525         | 37,082         | 37,917         | 37,925         |
| TO                           | Police - Services                 | 37,857         | 37,875         | 38,652         | 39,522         | 39,525         |
| TO                           | Sewer Fund                        | 28,393         | 28,400         | 28,989         | 29,642         | 29,650         |
| TO                           | Water Fund Corporate              | 66,840         | 66,850         | 67,495         | 69,014         | 69,025         |
|                              |                                   | <u>752,587</u> | <u>752,600</u> | <u>747,926</u> | <u>764,753</u> | <u>764,800</u> |

**Explanation of Distribution:**

- Positions 1 & 6. -- 90% Administration, 10% Water Fund Corporate.
- Position 2. -- 50% Administration, 30% Finance, 10% Fire & Police Commission, 10% Water Fund Corporate
- Position 3. -- 30% Administration, 10% Water Fund Corporate, 30% Fire & Police Commission, 30% Administrative Services.
- Position 4. -- 20% Administration, 40% Police Services, 30% Sewer Fund, 10% Water Fund Corporate.
- Position 5. -- 100% Administration.

**Full Time Equivalent Positions:**

|                                              |                    |                    |
|----------------------------------------------|--------------------|--------------------|
| Administration                               | <u>5.70</u>        | <u>5.70</u>        |
| <b>Total Full Time Equivalent Positions:</b> | <u><b>5.70</b></u> | <u><b>5.70</b></u> |

## Village of Wilmette FY 2020 Budget Salary Worksheets

### DEPT: Cable Programming Services

| Position                      | Incumbent       | Starting Date | 2019 Budget |                 | Current Status |        | Pending Changes | 2020 Budget Before COLA |                 | COLA Added |  |
|-------------------------------|-----------------|---------------|-------------|-----------------|----------------|--------|-----------------|-------------------------|-----------------|------------|--|
|                               |                 |               | Grade       | Amount          | Grade          | Amount |                 | Grade                   | Amount          |            |  |
| 1. Cable TV Coordinator       | Meersman, Karen | 01/10/94      | 20-6D       | 90,002          | 20-6D          | 90,002 |                 | 20-6D                   | 90,002          | 92,027     |  |
|                               |                 |               |             | (10% Part-time) |                |        |                 |                         | (10% Part-time) |            |  |
| 2. Part time Production Asst. | Vick, Kirsten   | 11/18/96      | 13-2        | 4,738           | 13-2           | 4,738  |                 | 13-2                    | 4,738           | 4,845      |  |
| 3. Part-time CATV Assistant   | Jacobi, Timothy | 09/07/16      |             | 1,819           |                | 1,819  |                 |                         | 1,819           | 1,860      |  |
|                               |                 |               |             | 96,559          |                |        |                 |                         | 96,559          | 98,732     |  |

### DEPT: Historical Museum

|                     |                       |          |       |                       |       |                       |                 |       |                       |         |  |
|---------------------|-----------------------|----------|-------|-----------------------|-------|-----------------------|-----------------|-------|-----------------------|---------|--|
| 4. Museum Director  | Hussey-Arntson, Kathy | 05/17/93 | 20-6D | 90,002                | 20-6D | 90,002                |                 | 20-6D | 90,002                | 92,027  |  |
|                     |                       |          |       | (P/T - 28 hours/week) |       | (P/T - 28 hours/week) |                 |       | (P/T - 28 hours/week) |         |  |
| 5. Museum Assistant | Leary, Patrick        | 05/18/99 | 7-6C  | 33,728                | 7-6C  | 33,035                | 7-6D on 5/18/19 | 7-6D  | 33,035                | 33,778  |  |
| 6. Museum Assistant | Winston, Laurie       | 02/20/13 | P5-3  | 12,536                | P5-3  | 12,536                |                 | P5-3  | 14,308                | 14,630  |  |
|                     |                       |          |       | 136,266               |       |                       |                 |       | 137,345               | 140,435 |  |

| Budget Account Distribution: |                                      | Calculated |         | Rounded | Calculated |         | Calculated | Rounded |
|------------------------------|--------------------------------------|------------|---------|---------|------------|---------|------------|---------|
|                              |                                      |            |         |         |            |         |            |         |
| 11111060-410100              | Historical Museum - Regular Salaries | 136,266    | 136,275 |         | 137,345    | 140,435 | 140,450    |         |
| 11151060-410100              | Cable Programming - Regular Salaries | 96,559     | 96,575  |         | 96,559     | 98,732  | 98,750     |         |
|                              |                                      | 232,825    | 232,850 |         | 233,904    | 239,167 | 239,200    |         |

### Explanation of Distribution:

Cable TV Positions - 100% Cable Programming  
 Museum Positions -- 100% Historical Museum

### Full Time Equivalent Positions:

|                   |       |       |
|-------------------|-------|-------|
| Cable Programming | 1.300 | 1.300 |
| Historical Museum | 1.800 | 1.800 |
|                   | 3.100 | 3.100 |

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Law**

| Position               | Incumbent   | Starting Date | 2019 Budget |                | Current Status |         | Pending Changes | 2020 Budget Before COLA |                | COLA Added     |
|------------------------|-------------|---------------|-------------|----------------|----------------|---------|-----------------|-------------------------|----------------|----------------|
|                        |             |               | Grade       | Amount         | Grade          | Amount  |                 | Grade                   | Amount         |                |
| 1. Corporation Counsel | Stein, Jeff | 06/01/17      | EE-20       | 181,245        | EE-20          | 181,245 |                 | FF-18                   | 184,723        | 188,879        |
|                        |             |               |             | <u>181,245</u> |                |         |                 |                         | <u>184,723</u> | <u>188,879</u> |

| Budget Account Distribution: |                              |  | Calculated     | Rounded        | Calculated     | Calculated     | Rounded        |
|------------------------------|------------------------------|--|----------------|----------------|----------------|----------------|----------------|
| 11071610-410100              | Law Dept. - Regular Salaries |  | <u>181,245</u> | <u>181,250</u> | <u>184,723</u> | <u>188,879</u> | <u>188,900</u> |

**Explanation of Distribution:**

All positions -- 100% Law Dept.

|                                |             |             |
|--------------------------------|-------------|-------------|
| Full-Time Equivalent Positions | <u>1.00</u> | <u>1.00</u> |
|--------------------------------|-------------|-------------|

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Administrative Services**

| Position                            | Incumbent      | Starting Date | 2019 Budget              |                | Current Status |         |                 | 2020 Budget Before COLA  |         | COLA Added     |
|-------------------------------------|----------------|---------------|--------------------------|----------------|----------------|---------|-----------------|--------------------------|---------|----------------|
|                                     |                |               | Grade                    | Amount         | Grade          | Amount  | Pending Changes | Grade                    | Amount  |                |
| 1. Administrative Services Director | Skiles, Peter  | 02/03/97      | Unclassified             | 159,285        | Unclassified   | 159,285 |                 | Unclassified             | 159,285 | 162,869        |
| 2. Systems Administrator            | Nguyen, Phuong | 10/09/06      | 28-6B<br>(70% part-time) | 124,671        | 28-6B          | 124,671 |                 | 28-6B<br>(70% part-time) | 124,671 | 127,476        |
| 3. Technical Support Specialist     | Little, Ken    | 10/13/14      | B-12                     | 40,081         | B-12           | 40,081  | B-13 4/13/20    | B-13                     | 40,685  | 41,600         |
|                                     |                |               |                          | <b>324,037</b> |                |         |                 | <b>324,641</b>           |         | <b>331,945</b> |

| Budget Account Distribution: |                             | Calculated             | Rounded                                   | Calculated     | Calculated     | Rounded        |
|------------------------------|-----------------------------|------------------------|-------------------------------------------|----------------|----------------|----------------|
|                              |                             | <b>11051210-410100</b> | <b>Admin. Services - Regular Salaries</b> | 296,310        | 296,325        | 297,402        |
| <b>From</b>                  | <b>Administration</b>       | (36,534)               | (36,525)                                  | (37,082)       | (37,917)       | (37,925)       |
| <b>TO</b>                    | <b>Water Fund Corporate</b> | 64,261                 | 64,275                                    | 64,321         | 65,768         | 65,775         |
|                              |                             | <b>324,037</b>         | <b>324,075</b>                            | <b>324,641</b> | <b>331,945</b> | <b>331,950</b> |

**Explanation of Distribution:**

Position 1. -- 70% Administrative Services, 30% Water Fund Corporate.

Positions 2. and 3. -- 90% Administrative Services, 10% Water Fund Corporate.

**Full Time Equivalent Positions**

2.70

2.70

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Finance**

| Position                              | Incumbent           | Starting Date | 2019 Budget             |                | Current Status |                | Pending Changes  | 2020 Budget Before COLA |                | COLA Added     |
|---------------------------------------|---------------------|---------------|-------------------------|----------------|----------------|----------------|------------------|-------------------------|----------------|----------------|
|                                       |                     |               | Grade                   | Amount         | Grade          | Amount         |                  | Grade                   | Amount         |                |
| 1. Finance Director / Treas.          | Molloy, Melinda     | 12/03/12      | EE-20                   | 181,245        | EE-20          | 181,245        |                  | EE-20                   | 181,245        | 185,323        |
| 2. Asst. Finance Director             | Risko, John         | 05/09/16      | N-8                     | 104,934        | N-7            | 103,384        | N-9 on 11/9/19   | N-9                     | 106,508        | 108,904        |
| 3. Accountant                         | Wayland, Troy       | 08/25/17      | H-12                    | 80,782         | H-13           | 81,994         | H-14 8/28/19     | H-14                    | 83,224         | 85,097         |
| 4. Accountant - Part time             | Suarez, Cecilia     | 08/27/18      | H-2                     | 34,803         | H-2            | 34,803         |                  | H-3                     | 35,325         | 36,120         |
| 5. Accountant                         | Freimanis, Larisa   | 08/07/17      | H-13                    | 81,994         | H-13           | 81,994         | H-14 8/7/19      | H-14                    | 83,224         | 85,097         |
| 6. Purchasing Manager                 | Ruemmler, Cliff     | 02/12/18      | J-7                     | 84,253         | J-7            | 84,253         | J-8 2/12/20      | J-8                     | 85,517         | 87,441         |
| 7. AP/AR Clerk                        | Pristovnik, Lucy    | 04/01/19      | 19-6C                   | 84,191         | B-1            | 48,341         | B-2 4/1/20       | B-2                     | 49,067         | 50,171         |
| 8. Customer Service Supv.             | Padron, Andrea      | 04/18/16      | 16.5-6C                 | 75,083         | G-1            | 64,693         | G-2 2/16/20      | G-2                     | 65,665         | 67,142         |
| 9. Accts. Rec. Clerk                  | O'Malley, Christine | 10/16/17      | B-3                     | 49,803         | B-3            | 49,803         | B-4 on 10/16/19  | B-4                     | 50,550         | 51,687         |
| 10. Accounts Receivable Clerk         | Joyce, Kathleen     | 01/14/19      | B-10<br>(67% Part-time) | 55,275         | B-1            | 48,341         | B-2 1/14/20      | B-2<br>(67% Part-time)  | 49,067         | 50,171         |
| 11. Part-time Front Counter Assistant | Vacant              |               | 10-6D                   | 38,381         | 10-6C          | 36,672         | 10-6D on 9/21/18 | B-1                     | 32,388         | 33,117         |
| 12. Part-time Front Counter Assistant | Roberts, Lissa      | 07/11/05      | 10-6B                   | 36,812         | 10-6B          | 36,812         | 10-6C 7/11/20    | 10-6C                   | 37,313         | 38,152         |
| Overtime - General Fund               |                     |               |                         | -              |                |                |                  |                         | -              | -              |
| Overtime - Water Fund - 612           |                     |               |                         | 500            |                | 500            |                  |                         | 500            | 500            |
|                                       |                     |               |                         | <b>908,056</b> |                | <b>852,835</b> |                  |                         | <b>859,593</b> | <b>878,923</b> |

|                                     |                                              | Calculated     | Rounded        | Calculated     | Calculated     | Rounded        |
|-------------------------------------|----------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>Budget Account Distribution:</b> |                                              |                |                |                |                |                |
| <b>11061410-410100</b>              | <b>Finance - General Fund - Regular Sala</b> | 801,956        | 801,975        | 764,450        | 781,650        | 781,650        |
| <b>11061410-410200</b>              | <b>Finance - General Fund - O/T</b>          | -              | -              | -              | -              | -              |
| <b>41858090-410100</b>              | <b>Finance - Water Fund - Regular Salari</b> | 80,177         | 80,200         | 74,342         | 76,015         | 76,025         |
| <b>41858090-410200</b>              | <b>Finance - Water Fund - O/T</b>            | 500            | 500            | 500            | 500            | 500            |
| <b>FROM</b>                         | <b>General Fund - Admin</b>                  | (54,824)       | (54,825)       | (55,646)       | (56,898)       | (56,900)       |
| <b>TO</b>                           | <b>Police -- Services</b>                    | -              | -              | -              | -              | -              |
| <b>TO</b>                           | <b>Water Fund Corporate</b>                  | 80,247         | 80,250         | 75,947         | 77,656         | 77,675         |
|                                     |                                              | <b>908,056</b> | <b>908,100</b> | <b>859,593</b> | <b>878,923</b> | <b>878,950</b> |

**Explanation of Distribution:**

Positions 1. thru 8. and 11-12. -- 90% Finance - General Fund, 10% Water Fund Corporate.  
 Position 9. - 50% Finance - General Fund, 50% Finance - Water Fund.  
 Positions 10. - 100% Finance - Water Fund.

**Full Time Equivalent Positions**

10.84

10.84

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Community Development**

| Position                                 | Incumbent            | Starting Date | 2019 Budget                 |         | Current Status              |         | Pending Changes | 2020 Budget Before COLA     |           | COLA Added |
|------------------------------------------|----------------------|---------------|-----------------------------|---------|-----------------------------|---------|-----------------|-----------------------------|-----------|------------|
|                                          |                      |               | Grade                       | Added   | Grade                       | Amount  |                 | Grade                       | Amount    |            |
| 1. Director of Community Devel.          | Adler, John          | 01/07/08      | Unclassified                | 167,041 | Unclassified                | 167,041 |                 | Unclassified                | 167,041   | 170,799    |
| 2. Asst. Director of Comm. Devel.        | Roberts, Lisa        | 06/05/00      | 28-6C                       | 127,292 | 28-6C                       | 127,292 | 28-6D 6/5/20    | 28-6D                       | 129,967   | 132,891    |
| 3. Plan Reviewer                         | Berg, Scott          | 11/16/15      | J-15                        | 94,910  | J-15                        | 94,910  | J-16 5/16/20    | J-16                        | 96,334    | 98,502     |
| 4. Building Inspector                    | Norman, John         | 03/21/09      | 21.5-6B                     | 92,526  | 21.5-6B                     | 92,526  |                 | 21.5-6B                     | 92,526    | 94,608     |
| 5. Plumbing Inspector                    | Booker, Chris        | 12/20/18      | J-8                         | 85,517  | J-8                         | 85,517  | J-9 12/20/19    | J-9                         | 86,799    | 88,752     |
| 6. Business Development Coordinator      | Sivertsen, Lucas     | 12/03/03      | 23-6B                       | 99,091  | 23-6B                       | 99,091  |                 | 23-6C                       | 101,171   | 103,447    |
| 7. Zoning Review Planner                 | Randolph, Rachael    | 10/11/04      | (30 Hour Schedule)<br>22-6B | 70,982  | (30 Hour Schedule)<br>22-6C | 72,474  |                 | (30 Hour Schedule)<br>22-6C | 72,473    | 74,104     |
| 8. Planner II                            | McManus, Kate        | 09/05/17      | G-3                         | 66,650  | G-3                         | 66,650  | G-4 9/5/19      | K-1                         | 81,676    | 83,514     |
| 9. Code Enforcement Officer              | Blumenthal, Ted      | 02/05/07      | 19-6B<br>(50% Part time)    | 82,458  | 19-6B<br>(50% Part time)    | 82,458  |                 | 19-6B<br>(50% Part time)    | 82,458    | 84,313     |
| 10. Code Enforcement Officer - part-time | Thompson, Michael    | 04/07/08      | 19-6B<br>(50% Part time)    | 41,229  | 19-6B<br>(50% Part time)    | 41,229  |                 | 19-6B<br>(50% Part time)    | 41,229    | 42,157     |
| 11. Permit Clerk - part-time             | Battistoni, Aileen   | 09/18/07      | 16-6B                       | 35,047  | 16-6B                       | 35,407  |                 | 16-6B                       | 35,923    | 36,732     |
| 12. Permit Clerk                         | Lara, Leonardo       | 07/06/15      | B-10                        | 55,275  | B-10                        | 55,275  | B-11 1/6/20     | B-11                        | 56,104    | 57,366     |
| 13. Permit Technician                    | Schultheis, Mary Ann | 11/23/15      | B-9                         | 54,458  | B-9                         | 54,458  |                 | D-5                         | 57,652    | 58,949     |
| Overtime                                 |                      |               |                             | 500     |                             |         |                 |                             | 500       | 500        |
|                                          |                      |               | 1,072,976                   |         |                             |         | 1,101,853       |                             | 1,126,633 |            |

|                                     |                                     | <u>Calculated</u>      | <u>Rounded</u> |  | <u>Calculated</u>      | <u>Calculated</u> | <u>Rounded</u> |
|-------------------------------------|-------------------------------------|------------------------|----------------|--|------------------------|-------------------|----------------|
| <b>Budget Account Distribution:</b> |                                     |                        |                |  |                        |                   |                |
| 11091845-410100                     | Community Devel. - Regular Salaries | 1,013,021              | 1,013,025      |  | 1,040,650              | 1,064,065         | 1,064,075      |
| 11091845-410200                     | Community Development - O/T         | 500                    | 500            |  | 500                    | 500               | 500            |
| 11091846-410100                     | Business Devel. - Regular Salaries  | 59,455                 | 59,450         |  | 60,703                 | 62,068            | 62,075         |
| TO                                  | Administration                      | -                      | -              |  | -                      | -                 | -              |
|                                     |                                     | 1,072,976    1,072,975 |                |  | 1,101,853    1,126,633 |                   | 1,126,650      |

**Explanation of Distribution:**

Position 6. -- 40% Community Development, 60% Business Development.  
All other positions -- 100% Community Development.

**Full Time Equivalent Positions:**

|                              |       |       |
|------------------------------|-------|-------|
| Full-time and Semi-Full-time | 10.75 | 10.75 |
| Part-time staff              | 1.00  | 1.00  |
| Seasonal employees           | -     | -     |
|                              | 11.75 | 11.75 |

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Engineering and Public Works**

|     | Position                               | Incumbent             | Starting Date | 2019 Budget              |         | Current Status |         | Pending Changes | 2020 Budget Before COLA |         | COLA Added |
|-----|----------------------------------------|-----------------------|---------------|--------------------------|---------|----------------|---------|-----------------|-------------------------|---------|------------|
|     |                                        |                       |               | Grade                    | Amount  | Grade          | Amount  |                 | Grade                   | Amount  |            |
| 1.  | Engineering and Public Works Director  | Berger, Brigitte      | 03/05/01      | FF-20                    | 190,306 | FF-20          | 190,306 |                 | FF-20                   | 190,306 | 194,588    |
| 2.  | Deputy Public Works Director           | Lam, Guy              | 04/01/02      | Unclassified             | 144,205 | Unclassified   | 144,205 |                 | Unclassified            | 144,205 | 147,450    |
| 3.  | Village Engineer                       | Manis, Dan            | 10/02/17      | R-14                     | 140,799 | R-14           | 140,799 |                 | R-16                    | 145,055 | 148,319    |
| 4.  | Asst. Village Engineer                 | Cruz, Jorge           | 01/16/02      | 28-6C                    | 127,292 | 28-6C          | 127,292 |                 | 28-6C                   | 127,292 | 130,156    |
| 5.  | Street Superintendent                  | Muzik, Anthony        | 08/01/01      | 26-6B                    | 113,734 | 26-6C          | 116,120 |                 | 26-6C                   | 116,120 | 118,733    |
| 6.  | Crew Leader - Streets                  | Rindfleisch, Steven   | 12/06/99      | 20-6D                    | 98,197  |                | 95,802  |                 | 20-6D                   | 90,002  | 92,027     |
| 7.  | Crew Leader - Streets                  | Corcoran, Alice       | 11/18/13      | I-7                      | 79,484  | I-7            | 79,484  | I-8 6/7/20      | I-8                     | 80,677  | 82,492     |
| 8.  | Project Manager                        | Horn, Danielle        | 03/09/15      | K-16                     | 102,113 | K-16           | 102,113 | K-17 9/9/19     | K-17                    | 103,644 | 105,976    |
| 9.  | Project Manager                        | Kearney, Ryan         | 08/03/18      | K-3                      | 84,144  | K-1            | 81,676  | K-2 8/3/19      | K-2                     | 82,901  | 84,766     |
| 10. | Project Engineer                       | Smith, Dan            | 10/11/16      | G-8                      | 71,801  | G-8            | 71,801  | G-9 4/11/20     | J-1                     | 77,053  | 78,787     |
| 11. | Engineering Assistant I                | Kordek, Kristopher    | 07/09/18      | G-6                      | 69,694  | G-6            | 69,694  | G-7 7/9/19      | G-7                     | 70,739  | 72,331     |
| 12. | Stormwater Utility Technician          | Vacant                |               |                          |         |                |         |                 | J-1                     | 77,053  | 78,787     |
| 12. | Facilities Manager                     | Ramaker, John         | 03/09/15      | J-20                     | 102,245 | J-20           | 102,245 |                 | J-20                    | 102,245 | 104,546    |
| 13. | Building & Grounds Maintainer I        | Corcoran, Kevin       | 06/17/19      | C-8                      | 56,874  | C-1            | 51,244  | C-2 6/17/20     | C-2                     | 52,014  | 53,184     |
| 14. | Building & Grounds Maintainer I        | Hartigan, Michael     | 08/20/18      | C-1                      | 51,244  | C-1            | 51,244  | C-2 8/20/19     | C-2                     | 52,014  | 53,184     |
| 15. | Village Forester                       | Sorby, Kevin          | 09/29/03      | 23-6C                    | 101,171 | 23-6C          | 101,171 |                 | 23-6C                   | 101,171 | 103,447    |
| 16. | Village Forester                       | Wasley, Robert        | 11/06/17      | I-3                      | 74,889  | I-3            | 74,889  | I-4 11/6/19     | I-4                     | 76,012  | 77,722     |
| 17. | Forestry Intern                        | Vacant                | 05/13/19      |                          | 6,510   | P4-1           | 6,510   |                 |                         | 6,510   | 6,673      |
| 18. | Maintenance Worker II - Forestry       | Renteria, Fidel       | 12/06/99      | 18.5-6C                  | 82,310  | 18.5-6C        | 82,310  | 18.5-6D 12/6/19 | 18.5-6D                 | 84,037  | 85,928     |
| 19. | Maintenance Worker II - Forestry       | Garcia, Luis          | 03/16/00      | 18.5-6C                  | 82,310  | 18.5-6C        | 82,310  | 18.5-6D 3/16/20 | 18.5-6D                 | 84,037  | 85,928     |
| 20. | Maintenance Worker II                  | Falcone, Philip       | 12/19/12      | F-13                     | 72,974  | F-13           | 72,974  | F-14 6/19/20    | F-14                    | 74,070  | 75,737     |
| 21. | Maintenance Worker I                   | Gomez, Steven         | 03/18/19      | F-8                      | 67,740  | D-1            | 67,740  |                 | D-2                     | 55,134  | 56,375     |
| 22. | Maintenance Worker II                  | Morrissey, Quentin    | 06/02/14      | F-8                      | 67,740  | F-8            | 67,740  | F-9 3/1/20      | F-9                     | 68,756  | 70,303     |
| 23. | Maintenance Worker II                  | Ricci, Anthony        | 10/26/15      | F-7                      | 66,739  | F-7            | 66,739  | F-8 6/27/20     | F-8                     | 67,740  | 69,264     |
| 24. | Maintenance Worker II                  | Fioretto, Paul        | 11/23/16      | F-2                      | 61,951  | F-4            | 63,824  | F-5 8/16/19     | F-5                     | 64,780  | 66,238     |
| 25. | Maintenance Worker II                  | Krahn, Brett          | 11/29/16      | F-2                      | 61,951  | F-4            | 63,824  | F-5 1/16/20     | F-5                     | 64,780  | 66,238     |
| 26. | Maintenance Worker II                  | Travis, Tyler         | 03/27/17      | F-1                      | 61,036  | F-4            | 63,824  | F-5 10/1/19     | F-5                     | 64,780  | 66,238     |
| 27. | Maintenance Worker II                  | Peterson, Adam        | 04/03/17      | F-1                      | 61,036  | F-4            | 63,824  | F-5 12/16/19    | F-5                     | 64,780  | 66,238     |
| 28. | Assistant to the Public Works Dir.     | Amoruso, Kate         | 06/16/11      | I-12                     | 85,627  | I-10           | 83,115  | I-11 4/5/20     | I-11                    | 84,362  | 86,260     |
| 29. | Engineering Technician                 | Mihalopoulos, Georgia | 01/10/17      | (70% Part time)<br>E-6   | 43,419  | E-6            | 43,419  |                 | (70% Part time)<br>E-7  | 44,071  | 45,063     |
| 30. | Management Analyst                     | Arteaga, Alex         | 09/30/19      | 14-6C<br>(50% Part time) | 33,460  | 14-6C          | 33,460  |                 | E-1                     | 57,577  | 58,872     |
| 31. | Front Counter Assistant                | Deleted               |               | P5-1                     | 20,061  | P5-1           | -       |                 |                         |         |            |
| 32. | Summer - Engineering Interns (3) (25%) |                       |               | P4-1                     | 27,570  | P4-1           | 27,570  |                 | P4-1                    | 27,570  | 28,190     |
| 33. | GIS Interns (2) (25%)                  |                       |               |                          |         | P4-1           | 18,380  |                 | P4-1                    | 18,380  | 18,794     |
| 35. | Engineering & Public Works Intern      | Deleted               |               | P4-2                     | 15,360  |                |         |                 |                         |         |            |
|     | Seasonal Landscaping Assistants (3)    |                       |               |                          | 33,640  |                |         |                 |                         | 33,640  | 34,400     |

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Engineering and Public Works**

| Position                                                                     | Incumbent | Starting Date | 2019 Budget |           | Current Status |        | Pending Changes | 2020 Budget Before COLA |           | COLA Added |
|------------------------------------------------------------------------------|-----------|---------------|-------------|-----------|----------------|--------|-----------------|-------------------------|-----------|------------|
|                                                                              |           |               | Grade       | Amount    | Grade          | Amount |                 | Grade                   | Amount    |            |
| Six Temporary Laborers - Fall Leaf Collection - 25% positions - pay grade P2 |           |               |             | 38,745    |                |        |                 |                         | 38,745    | 39,617     |
| Overtime - Engineering-613                                                   |           |               |             | 500       |                |        |                 |                         | 500       | 500        |
| Overtime - Buildings & Grounds-615                                           |           |               |             | 10,350    |                |        |                 |                         | 10,350    | 10,580     |
| Overtime - Street Dept. - 617                                                |           |               |             | 91,790    |                |        |                 |                         | 91,790    | 93,860     |
| Overtime - Maintenance of Trees-618                                          |           |               |             | 8,790     |                |        |                 |                         | 8,790     | 8,990      |
| Overtime - Street Lighting -619                                              |           |               |             | 6,420     |                |        |                 |                         | 6,420     | 6,560      |
| Overtime - Parking Meter Fund-620                                            |           |               |             | 2,750     |                |        |                 |                         | 2,750     | 2,810      |
|                                                                              |           |               |             | 2,718,971 |                |        |                 |                         | 2,812,852 | 2,876,151  |

| Budget Account Distribution: |                                        |  | Calculated | Rounded   | Calculated | Calculated | Rounded   |
|------------------------------|----------------------------------------|--|------------|-----------|------------|------------|-----------|
| 11203030-410100              | Engineering - Regular Salaries         |  | 515,796    | 515,800   | 536,404    | 548,474    | 548,525   |
| 11202035-410200              | Engineering - O/T                      |  | 500        | 500       | 500        | 500        | 500       |
| 11233030-410100              | Street Dept. - Regular Salaries        |  | 1,077,609  | 1,077,600 | 1,070,433  | 1,094,522  | 1,094,525 |
| 11233030-410200              | Street Dept. - O/T                     |  | 91,790     | 91,800    | 91,790     | 93,860     | 93,875    |
| 11303030-410100              | Tree Maint. - Regular Salaries         |  | 281,342    | 281,350   | 284,537    | 290,956    | 290,975   |
| 11303030-410200              | Tree Maint. - O/T                      |  | 8,790      | 8,800     | 8,790      | 8,990      | 9,000     |
| 11333030-410100              | Street Lighting - Regular Salaries     |  | 121,190    | 121,200   | 123,918    | 126,707    | 126,725   |
| 11333030-410200              | Street Lighting - O/T                  |  | 6,420      | 6,425     | 6,420      | 6,560      | 6,575     |
| 11342035-410100              | Buildings & Grounds - Regular Salaries |  | 204,676    | 204,675   | 201,072    | 205,596    | 205,600   |
| 11342035-410200              | Buildings & Grounds - O/T              |  | 10,350     | 10,350    | 10,350     | 10,580     | 10,575    |
| 237500-410100                | Parking Meter - METRA - Reg. Salaries  |  | 48,401     | 48,400    | 48,151     | 49,235     | 49,250    |
| 237600-410100                | Parking Meter - CTA - Reg. Salaries    |  | 42,714     | 42,725    | 42,950     | 43,916     | 43,925    |
| 237500-410200                | Parking Meter Fund - CTA - O/T         |  | 500        | 500       | 500        | 560        | 575       |
| 237600-410200                | Parking Meter Fund - METRA - O/T       |  | 2,250      | 2,250     | 2,250      | 2,250      | 2,250     |
| FROM                         | Water & Sewer                          |  | (23,897)   | (23,900)  | (23,897)   | (24,435)   | (24,450)  |
| TO                           | Vehicle Maintenance                    |  | 50,577     | 50,575    | 50,324     | 51,456     | 51,475    |
| TO                           | Sewer Fund                             |  | 112,832    | 112,850   | 190,557    | 194,845    | 194,850   |
| TO                           | Water Fund - Distribution              |  | -          | -         | -          | -          | -         |
| TO                           | Water Fund Corporate                   |  | 167,132    | 167,125   | 167,803    | 171,579    | 171,575   |
|                              |                                        |  | 2,718,971  | 2,719,025 | 2,812,852  | 2,876,151  | 2,876,325 |

**Full Time Equivalent Positions:**

|                                             |                     |       |       |
|---------------------------------------------|---------------------|-------|-------|
| Full-Time and Semi-Full Time Staff          | Engineering         | 6.00  | 7.00  |
| Full-Time and Semi-Full Time Staff          | Buildings & Grounds | 3.00  | 3.00  |
| Full-Time and Semi-Full Time Staff          | Public Works        | 18.00 | 19.00 |
| Part Time Staff                             |                     | 2.95  | 1.95  |
| Seasonal Staff                              |                     | 2.00  | 2.00  |
| <b>Total Full Time Equivalent Positions</b> |                     | 31.95 | 32.95 |

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Vehicle Maintenance**

| Position                         | Incumbent          | Starting Date | 2019 Budget  |         | Current Status |         | Pending Changes          | 2020 Budget Before COLA |         | COLA Added |         |
|----------------------------------|--------------------|---------------|--------------|---------|----------------|---------|--------------------------|-------------------------|---------|------------|---------|
|                                  |                    |               | Grade        | Added   | Grade          | Amount  |                          | Grade                   | Amount  |            |         |
| 1. Vehicle Maint. Superintendent | Smith, Kurt        | 07/29/91      | Unclassified | 119,487 | Unclassified   | 119,487 |                          | Unclassified            | 119,487 | 122,175    |         |
| 2. Mechanic II / Equip. Coord.   | Sparks, Keith      | 09/28/89      | 22.5-6D      | 100,985 | 22.5-6D        | 100,985 |                          | 22.5-6D                 | 100,985 | 103,257    |         |
| 3. Mechanic II / Equip. Coord.   | Abplanalp, Eric    | 04/04/11      | J-16         | 96,334  | J-16           | 96,334  | Goes to J-17 on 12/7/19  | J-17                    | 97,779  | 99,979     |         |
| 4. Mechanic II                   | Pater, Brian       | 06/19/12      | I-14         | 88,216  | I-14           | 88,216  | Goes to I-15 on 12/19/19 | I-15                    | 89,539  | 91,554     |         |
| 5. Mechanic II                   | Rodriguez, Michael | 06/19/12      | I-14         | 88,216  | I-14           | 88,216  | Goes to I-15 on 12/19/19 | I-15                    | 89,539  | 91,554     |         |
| 6. Mechanic II                   | Stockinger, Andrew | 04/16/13      | I-14         | 88,216  | I-14           | 88,216  | Goes to I-15 on 4/16/20  | I-15                    | 89,539  | 91,554     |         |
| Overtime-623                     |                    |               |              | 2,600   |                | 2,600   |                          |                         | 6,000   | 6,000      |         |
|                                  |                    |               | 584,054      |         | 584,054        |         |                          |                         | 592,868 |            | 606,073 |

| Budget Account Distribution: |                                  | Calculated             |                                             | Rounded        |          | Calculated     |         | Calculated     |  | Rounded        |
|------------------------------|----------------------------------|------------------------|---------------------------------------------|----------------|----------|----------------|---------|----------------|--|----------------|
|                              |                                  | <b>11273030-410100</b> | <b>Vehicle Maintenance - Regular Salary</b> | 632,031        | 632,025  | 637,192        | 651,529 | 651,525        |  |                |
| <b>11273030-410200</b>       | <b>Vehicle Maintenance - O/T</b> | 2,600                  | 2,600                                       | 6,000          | 6,000    | 6,000          |         |                |  |                |
| <b>FROM</b>                  | <b>Street Department</b>         | (50,577)               | (50,575)                                    | (50,324)       | (51,456) | (51,475)       |         |                |  |                |
|                              |                                  | <b>584,054</b>         |                                             | <b>584,050</b> |          | <b>592,868</b> |         | <b>606,073</b> |  | <b>606,050</b> |

**Explanation of Distribution:**  
All Positions - 100% Vehicle Maintenance.

| Full Time Equivalent Positions:             |  |      |      |
|---------------------------------------------|--|------|------|
| Full-Time and Semi-Full Time Staff          |  | 6.00 | 6.00 |
| Part Time Staff                             |  | -    | -    |
| Seasonal Staff                              |  | -    | -    |
| <b>Total Full Time Equivalent Positions</b> |  | 6.00 | 6.00 |

## Village of Wilmette FY 2020 Budget Salary Worksheets

### DEPT: Public Works - Sewer Maintenance & Water Distribution Division

| Position                             | Incumbent                                    | Starting Date | 2019 Budget |                   | Current Status |         | Pending Changes | 2020 Budget Before COLA |                   | COLA Added       |                  |                  |
|--------------------------------------|----------------------------------------------|---------------|-------------|-------------------|----------------|---------|-----------------|-------------------------|-------------------|------------------|------------------|------------------|
|                                      |                                              |               | Grade       | Amount            | Grade          | Amount  |                 | Grade                   | Amount            |                  |                  |                  |
| 1. Water/Sewer Superintendent        | Overeem, Matt                                | 05/22/17      | M-20        | 119,487           | M-20           | 119,487 |                 | M-20                    | 119,487           | 122,175          |                  |                  |
| 2. Util. Tech.                       | Bagel, William                               | 05/16/90      | 20-6D       | 90,002            | 20-6D          | 90,002  |                 | 20-6D                   | 90,002            | 92,027           |                  |                  |
| 3. Crew Leader                       | DeBoer, Nicholas                             | 12/06/99      | 20-6C       | 88,152            | 20-6C          | 88,152  | 20-6D 12/6/19   | 20-6D                   | 90,002            | 92,027           |                  |                  |
| 4. Crew Leader                       | Conrad, Joseph                               | 11/20/89      | 20-6D       | 90,002            | 20-6D          | 90,002  |                 | 20-6D                   | 90,002            | 92,027           |                  |                  |
| 5. Maintenance Worker II             | Novy, Dan                                    | 09/03/02      | 18.5-6C     | 82,310            | 18.5-6C        | 82,310  |                 | 18.5-6C                 | 82,310            | 84,162           |                  |                  |
| 6. Maintenance Worker II             | Santini, Fred                                | 03/03/03      | 18.5-6C     | 82,310            | 18.5-6C        | 82,310  |                 | 18.5-6C                 | 82,310            | 84,162           |                  |                  |
| 7. Maintenance Worker II             | Nonnemacher, Daniel                          | 06/07/04      | 18.5-6C     | 82,310            | 18.5-6C        | 82,310  |                 | 18.5-6C                 | 82,310            | 84,162           |                  |                  |
| 8. Maintenance Worker II             | Hoffman, David                               | 07/06/04      | 18.5-6B     | 80,616            | 18.5-6B        | 80,616  | 18.5-6C 7/6/19  | 18.5-6C                 | 82,310            | 84,162           |                  |                  |
| 9.. Maintenance Worker II            | Archibald, Chad                              | 11/03/14      | F-7         | 66,739            | F-7            | 66,739  | F-8 6/2/20      | F-8                     | 67,740            | 69,264           |                  |                  |
| 11. Maintenance Worker I             | O'Malley, Daniel                             | 09/10/18      | D-2         | 55,134            | D-1            | 54,319  | D-2 9/10/19     | D-2                     | 55,134            | 56,375           |                  |                  |
| 10. Maintenance Worker I             | Toppel, Chad                                 | 06/24/19      | D-3         | 55,961            | D-2            | 55,134  | D-3 6/24/20     | D-3                     | 55,961            | 57,220           |                  |                  |
| 12. Maintenance Worker I             | Perri, Joe                                   | 06/24/19      | D-2         | 55,134            | D-2            | 55,134  | D-3 6/24/20     | D-3                     | 55,961            | 57,220           |                  |                  |
| Allowance for Maint. Worker II       |                                              |               |             | -                 |                |         |                 |                         |                   | -                |                  |                  |
| Overtime - Water Distribution-626    |                                              |               |             | 37,589            |                | 36,672  |                 |                         | 36,672            | 37,589           |                  |                  |
| Overtime - Sewer Maintenance-624     |                                              |               |             | 10,613            |                | 10,613  |                 |                         | 10,613            | 10,878           |                  |                  |
| Merit Allowance - Street Supv.       |                                              |               |             | -                 |                |         |                 |                         |                   | -                |                  |                  |
| Merit Allowance - Water/Sewer Suptd. |                                              |               |             | -                 |                |         |                 |                         |                   | -                |                  |                  |
|                                      |                                              |               |             | <b>996,359</b>    | <b>993,800</b> |         |                 |                         |                   |                  | <b>1,000,814</b> | <b>1,023,450</b> |
|                                      |                                              |               |             | <b>Calculated</b> | <b>Rounded</b> |         |                 | <b>Calculated</b>       | <b>Calculated</b> | <b>Rounded</b>   |                  |                  |
| <b>Budget Account Distribution:</b>  |                                              |               |             |                   |                |         |                 |                         |                   |                  |                  |                  |
| <b>40807090-410100</b>               | <b>Sewer Maintenance - Regular Salaries</b>  |               |             | 603,355           | 603,375        |         |                 | 600,834                 | 699,761           | 699,775          |                  |                  |
| <b>40807090-410200</b>               | <b>Sewer Maintenance - O/T</b>               |               |             | 10,613            | 10,625         |         |                 | 10,613                  | 10,878            | 10,900           |                  |                  |
| <b>41838090-410100</b>               | <b>Water Distribution - Regular Salaries</b> |               |             | 462,130           | 462,125        |         |                 | 548,344                 | 475,274           | 475,275          |                  |                  |
| <b>41838090-410200</b>               | <b>Water Distribution - O/T</b>              |               |             | 37,589            | 37,600         |         |                 | 36,672                  | 37,589            | 37,600           |                  |                  |
| <b>TO</b>                            | <b>Parking</b>                               |               |             | 23,897            | 23,900         |         |                 | 23,897                  | 24,435            | 24,450           |                  |                  |
| <b>FROM</b>                          | <b>Streets Dept.</b>                         |               |             | (112,832)         | (112,850)      |         |                 | (190,557)               | (194,845)         | (194,850)        |                  |                  |
| <b>FROM</b>                          | <b>Admin.</b>                                |               |             | (28,393)          | (28,400)       |         |                 | (28,989)                | (29,642)          | (29,650)         |                  |                  |
|                                      |                                              |               |             | <b>996,359</b>    | <b>996,375</b> |         |                 | <b>1,000,814</b>        | <b>1,023,450</b>  | <b>1,023,500</b> |                  |                  |

#### Explanation of Distribution:

Water/Sewer Superintendent - 40% Water, 40% Sewer, 20% Parking

All positions - 50% Water Distribution, 50% Sewer Maintenance.

12.00

12.00

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Water Management**

| Position                                           | Incumbent                                     | Starting Date | 2019 Budget  |                   | Current Status   |         | Pending Changes | 2020 Budget Before COLA |                   | COLA Added       |
|----------------------------------------------------|-----------------------------------------------|---------------|--------------|-------------------|------------------|---------|-----------------|-------------------------|-------------------|------------------|
|                                                    |                                               |               | Grade        | Amount            | Grade            | Amount  |                 | Grade                   | Amount            |                  |
| 1. Water Management Director                       | Quafisheh, Nabil                              | 09/05/07      | Unclassified | 159,285           | Unclassified     | 159,285 |                 | Unclassified            | 159,285           | 162,869          |
| 2. Asst. Water Management Director                 | Jordan, Nate                                  | 06/06/11      | N-7          | 103,384           | N-7              | 103,384 | N-8 7/1/19      | N-8                     | 104,934           | 107,295          |
| 3. Water Treatment Operator (Cert.)                | Goldin, Michael                               | 04/17/95      | 21.5-6D      | 96,453            | 21.5-6D          | 96,453  |                 | 21.5-6D                 | 96,453            | 98,623           |
| 4. Water Treatment Operator (Cert.)                | Agrawal, Arvind                               | 11/28/05      | 21.5-6D      | 96,453            | 21.5-6D          | 96,453  |                 | 21.5-6D                 | 96,453            | 98,623           |
| 5. Water Treatment Operator (Cert.)                | Matich, Louis                                 | 06/06/11      | I-18         | 93,629            | I-18             | 93,629  | I-19 12/6/19    | I-19                    | 95,033            | 97,171           |
| 6. Water Treatment Operator (Cert.)                | Thvedt, Joshua                                | 10/01/13      | I-14         | 88,216            | I-14             | 88,216  | I-15 on 4/1/20  | I-15                    | 89,539            | 91,554           |
| 7. Water Treatment Operator (Cert.)                | Amorella, Tim                                 | 01/26/15      | I-10         | 83,115            | I-10             | 83,115  | I-11 7/28/19    | I-11                    | 84,362            | 86,260           |
| 8. Water Treatment Operator (Cert.)                | Lynch, Nicholas                               | 10/12/15      | I-10         | 83,115            | I-10             | 83,115  | I-11 4/12/20    | I-11                    | 84,362            | 86,260           |
| 9. Water Treatment Operator (Cert.)                | Lyons, Austin                                 | 08/19/14      | I-8          | 80,677            | H-8              | 76,111  |                 | I-8                     | 80,677            | 82,492           |
| 10. Water Treatment Operator I                     | Wente, Derrick                                | 09/09/19      | 21.5-6D      | 96,453            |                  |         |                 | I-5                     | 77,152            | 78,888           |
| 11. Water Plant Mechanic                           | McMillon, Jerritt                             | 12/17/98      | 19-6D        | 85,960            | 19-6D            | 85,960  |                 | 19-6D                   | 85,960            | 87,894           |
| 12. Water Plant Maintenance Worker II              | McGrath, Shawn                                | 10/24/16      | F-7          | 66,739            | F-8              | 66,088  | F-9 4/24/20     | F-9                     | 68,756            | 70,303           |
| 13. Electrician / Electrical Automation Spec.      | Christiansen, Joel                            | 06/06/90      | 21.5-6D      | 96,453            | 21.5-6D          | 96,453  |                 | 21.5-6D                 | 96,453            | 98,623           |
| 14. Chemist                                        | Ladao, Stefanie                               | 10/29/18      | I-3          | 74,889            | I-8              | 80,677  | I-9 10/29/19    | I-9                     | 81,887            | 83,729           |
| 15. Meter Shop Supervisor                          | Lazar, Andrew                                 | 11/01/94      | 20-6D        | 90,002            | 20-6D            | 90,002  |                 | 20-6D                   | 90,002            | 92,027           |
| 16. Water Meter Repair Tech. I                     | Hammersmith, Jeffrey                          | 02/16/15      | D-10         | 62,108            | D-10             | 62,108  | D-11 8/16/19    | D-11                    | 63,040            | 64,458           |
| 17. Maintenance Supervisor                         | Kumiega, Peter                                | 05/08/00      | 23-6C        | 101,171           | 23-6C            | 101,171 |                 | 23-6C                   | 101,171           | 103,447          |
| 18. Water Plant Maintenance Worker II              | Dutkiewicz, Wlodzimierz                       | 09/01/15      | F-8          | 67,740            | F-8              | 67,740  | F-9 12/1/19     | F-9                     | 68,756            | 70,303           |
| Overtime - Plant Operations - 628                  |                                               |               |              | 34,854            |                  |         |                 |                         | 34,854            | 35,725           |
| Overtime - Storm Water Pumping - 629               |                                               |               |              | 13,000            |                  |         |                 |                         | 13,000            | 13,000           |
| Overtime - Meter Maintenance -630                  |                                               |               |              | 625               |                  |         |                 |                         | 625               | 625              |
|                                                    |                                               |               |              | <b>1,674,321</b>  |                  |         |                 |                         | <b>1,672,754</b>  | <b>1,710,169</b> |
|                                                    |                                               |               |              | <b>Calculated</b> | <b>Rounded</b>   |         |                 | <b>Calculated</b>       | <b>Calculated</b> | <b>Rounded</b>   |
| <b>Budget Account Distribution:</b>                |                                               |               |              |                   |                  |         |                 |                         |                   |                  |
| <b>40847090-410200</b>                             | <b>Storm Water Pumping - O/T</b>              |               |              | 13,000            |                  |         |                 |                         | 13,000            | 13,000           |
| <b>41818090-410100</b>                             | <b>Water Plant Operations - Reg. Salaries</b> |               |              | 1,473,732         |                  |         |                 |                         | 1,471,233         | 1,504,334        |
| <b>41818090-410200</b>                             | <b>Water Plant Operations - O/T</b>           |               |              | 34,854            |                  |         |                 |                         | 34,854            | 35,725           |
| <b>41828090-410100</b>                             | <b>Water Metering - Reg. Salaries</b>         |               |              | 152,110           |                  |         |                 |                         | 153,042           | 156,485          |
| <b>41828090-410200</b>                             | <b>Water Metering - O/T</b>                   |               |              | 625               |                  |         |                 |                         | 625               | 625              |
|                                                    |                                               |               |              | <b>1,674,321</b>  | <b>1,674,325</b> |         |                 | <b>1,672,754</b>        | <b>1,710,169</b>  | <b>1,710,125</b> |
| <b>Explanation of Distribution:</b>                |                                               |               |              |                   |                  |         |                 |                         |                   |                  |
| Positions 15. and 16. -- 100% Water Metering       |                                               |               |              |                   |                  |         |                 |                         |                   |                  |
| All other positions -- 100% Water Plant Operations |                                               |               |              |                   |                  |         |                 |                         |                   |                  |
| <b>Full Time Equivalent Positions</b>              |                                               |               |              |                   |                  |         |                 |                         |                   |                  |
| Full-Time positions                                |                                               |               |              |                   |                  |         |                 |                         | 18.00             | 18.00            |
| Part-time positions                                |                                               |               |              |                   |                  |         |                 |                         | -                 | -                |
| Seasonal positions                                 |                                               |               |              |                   |                  |         |                 |                         | -                 | -                |
|                                                    |                                               |               |              | <b>18.00</b>      |                  |         |                 |                         | <b>18.00</b>      |                  |

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Police**

| Position                  | Incumbent                           | Starting Date | 2019 Budget  |         | Current Status |         | Pending Changes      | 2020 Budget Before COLA |         | COLA Added |
|---------------------------|-------------------------------------|---------------|--------------|---------|----------------|---------|----------------------|-------------------------|---------|------------|
|                           |                                     |               | Grade        | Amount  | Grade          | Amount  |                      | Grade                   | Amount  |            |
| 1. Police Chief           | Murphy, Kyle                        | 08/16/95      | Unclassified | 168,100 | Unclassified   | 168,100 |                      | Unclassified            | 168,100 | 171,882    |
| 2. Deputy Police Chief    | Collins, Patrick                    | 11/30/92      | Unclassified | 149,375 | Unclassified   | 149,375 |                      | Unclassified            | 149,375 | 152,736    |
| 3. Administration Manager | Perley, Emma                        | 10/23/17      | 21.5-6A      | 91,398  | M-2            | 91,398  | M-3 10/23/19         | M-3                     | 92,769  | 94,856     |
| 4. Police Commander       | McGarry, Michael                    | 01/16/95      | Unclassified | 141,963 | Unclassified   | 141,963 |                      | Unclassified            | 141,963 | 145,157    |
| 5. Police Commander       | Robinson, Michael                   | 03/03/03      | Unclassified | 141,963 | 28-6D          | 141,963 |                      | Unclassified            | 141,963 | 145,157    |
| 6. Police Sergeant        | Trage, Edmund                       | 02/08/91      | 28-6D        | 129,967 | 28-6D          | 129,967 |                      | 28-6D                   | 129,967 | 132,891    |
| 7. Police Sergeant        | Jurmu, Solveig                      | 03/06/98      | 28-6D        | 129,967 | 28-6D          | 129,967 |                      | 28-6D                   | 129,967 | 132,891    |
| 8. Police Sergeant        | Ockrim, Roger                       | 06/08/98      | 28-6D        | 129,967 | 28-6D          | 129,967 |                      | 28-6D                   | 129,967 | 132,891    |
| 9. Police Sergeant        | Mercado, Alejandro                  | 01/05/99      | 28-6A        | 122,108 | 24-6A          | 122,108 |                      | 28-6B                   | 124,671 | 127,476    |
| 10. Police Sergeant       | Sweet, James David                  | 12/11/00      | 28-6B        | 124,671 | 28-6B          | 124,671 |                      | 28-6C                   | 127,292 | 130,156    |
| 11. Police Sergeant       | Girard, Landon                      | 08/27/03      | 28-6D        | 129,967 | 28-6D          | 129,967 |                      | 28-6D                   | 129,967 | 132,891    |
| 12. Police Sergeant       | Clark, Michael                      | 07/27/09      | 28-6C        | 127,292 | 28-6C          | 127,292 |                      | 28-6D                   | 129,967 | 132,891    |
|                           | Sergeant Supervisory Skills Stipend |               |              | 21,000  |                | 21,000  | \$3,000 per Sergeant |                         | 21,000  | 21,000     |
| 13. Police Officer        | Parisi, Julie                       | 03/15/93      | 24-6D        | 108,209 | 24-6D          | 108,209 |                      | 24-6D                   | 108,209 | 110,644    |
| 14. Police Officer        | Kiddle, Kevin                       | 04/15/93      | 24-6D        | 108,209 | 24-6D          | 108,209 |                      | 24-6D                   | 108,209 | 110,644    |
| 15. Police Officer        | Rizzo, Nicholas                     | 03/21/94      | 24-6D        | 108,209 | 24-6D          | 108,209 |                      | 24-6D                   | 108,209 | 110,644    |
| 16. Police Officer        | Leigh, Stephen                      | 06/08/98      | 24-6D        | 108,209 | 24-6D          | 108,209 |                      | 24-6D                   | 108,209 | 110,644    |
| 17. Police Officer        | Bullock, Sally                      | 01/02/01      | 24-6C        | 105,980 | 24-6C          | 105,980 |                      | 24-6C                   | 105,980 | 108,365    |
| 18. Police Officer        | Falk, John                          | 12/18/01      | 24-6C        | 105,980 | 24-6C          | 105,980 |                      | 24-6C                   | 105,980 | 108,365    |
| 19. Police Officer        | Davis, Valerie                      | 01/03/02      | 24-6C        | 105,980 | 24-6C          | 105,980 |                      | 24-6C                   | 105,980 | 108,365    |
| 20. Police Officer        | Pavely, Raimond                     | 01/03/02      | 24-6C        | 105,980 | 24-6C          | 105,980 |                      | 24-6C                   | 105,980 | 108,365    |
| 21. Police Officer        | Santana, Ray                        | 01/03/03      | 24-6C        | 105,980 | 24-6C          | 105,980 |                      | 24-6C                   | 105,980 | 108,365    |
| 22. Police Officer        | Gamba, Mark                         | 03/03/03      | 24-6C        | 105,980 | 24-6C          | 105,980 |                      | 24-6C                   | 105,980 | 108,365    |
| 23. Police Officer        | Perez, Jose                         | 12/19/03      | 24-6C        | 105,980 | 24-6C          | 105,980 |                      | 24-6C                   | 105,980 | 108,365    |
| 24. Police Officer        | Jurmu, Andrew                       | 06/15/06      | 24-6B        | 103,802 | 24-6B          | 103,802 |                      | 24-6B                   | 103,802 | 106,138    |
| 25. Police Officer        | Olivo, Maria                        | 07/17/06      | 24-6B        | 103,802 | 24-6B          | 103,802 |                      | 24-6B                   | 103,802 | 106,138    |
| 26. Police Officer        | Neubauer, Christopher               | 09/21/07      | 24-6B        | 103,802 | 24-6B          | 103,802 |                      | 24-6B                   | 103,802 | 106,138    |
| 27. Police Officer        | Przekota, Christopher               | 07/27/09      | 24-6A        | 101,667 | 24-6A          | 101,667 | 24-6C 7/27/19        | 24-6B                   | 103,802 | 106,138    |
| 28. Police Officer        | Hornbacher, Joshua                  | 03/16/11      | 24-6A        | 101,667 | 24-6A          | 101,667 |                      | 24-6A                   | 101,667 | 103,955    |
| 29. Police Officer        | Cavanagh, Connor                    | 03/28/11      | 24-6A        | 101,667 | 24-6A          | 101,667 |                      | 24-6A                   | 101,667 | 103,955    |
| 30. Police Officer        | Pasquesi, James                     | 03/28/11      | 24-6A        | 101,667 | 24-6A          | 101,667 |                      | 24-6A                   | 101,667 | 103,955    |
| 31. Police Officer        | Handrick, Luke                      | 06/20/11      | 24-6A        | 101,667 | 24-6A          | 101,667 |                      | 24-6A                   | 101,667 | 103,955    |
| 32. Police Officer        | Stenger, Brandon                    | 09/26/12      | 24-6A        | 101,667 | 24-6A          | 101,667 |                      | 24-6A                   | 101,667 | 103,955    |
| 33. Police Officer        | Sokolnik, Jonathan                  | 12/30/13      | J-7          | 93,571  | J-6            | 90,845  | J-8 on 6/30/20       | J-8                     | 96,377  | 98,545     |
| 34. Police Officer        | Kutschke, Jeffrey                   | 03/28/14      | J-6          | 90,845  | J-6            | 90,845  | J-7 9/28/19          | J-7                     | 93,571  | 95,676     |
| 35. Police Officer        | McGuire, Elizabeth                  | 09/26/14      | J-6          | 90,845  | J-6            | 90,845  | J-7 3/26/20          | J-7                     | 93,571  | 95,676     |
| 36. Police Officer        | Monk, Russell                       | 09/26/14      | J-6          | 90,845  | J-6            | 90,845  | J-7 3/26/20          | J-7                     | 93,571  | 95,676     |
| 37. Police Officer        | Folkerts, Robert                    | 12/15/14      | J-6          | 90,845  | J-6            | 90,845  | J-7 6/15/20          | J-7                     | 93,571  | 95,676     |
| 38. Police Officer        | Barry, Matthew                      | 01/02/18      | J-2          | 80,716  | J-2            | 80,716  | J-3 7/2/19           | J-3                     | 83,137  | 85,008     |
| 39. Police Officer        | Bell, Jeffrey                       | 01/02/18      | J-2          | 80,716  | J-2            | 80,716  | J-3 7/2/19           | J-3                     | 83,137  | 85,008     |
| 40. Police Officer        | Mortensen, Tyler                    | 01/02/18      | J-2          | 80,716  | J-2            | 80,716  | J-3 7/2/19           | J-3                     | 83,137  | 85,008     |
| 41. Police Officer        | Demos, Michael                      | 09/10/18      | J-2          | 80,716  | J-2            | 80,716  | J-3 3/10/20          | J-3                     | 83,137  | 85,008     |
| 42. Police Officer        | Golden, Michael                     | 09/10/18      | J-2          | 80,716  | J-2            | 80,716  | J-3 3/10/20          | J-3                     | 83,137  | 85,008     |
| 43. Police Officer        | Weinman, Carly                      | 09/10/18      | J-2          | 80,716  | J-2            | 80,716  | J-3 3/10/20          | J-3                     | 83,137  | 85,008     |

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Police**

| Position                                                                 | Incumbent        | Starting Date | 2019 Budget     |         | Current Status |         | Pending Changes                      | 2020 Budget Before COLA |         | COLA Added |
|--------------------------------------------------------------------------|------------------|---------------|-----------------|---------|----------------|---------|--------------------------------------|-------------------------|---------|------------|
|                                                                          |                  |               | Grade           | Amount  | Grade          | Amount  |                                      | Grade                   | Amount  |            |
| 44. Police Officer                                                       | Botterman, Tim   | 09/10/18      | J-2             | 80,716  | J-2            | 80,716  | J-3 3/10/20                          | J-3                     | 83,137  | 85,008     |
| 45. Police Officer                                                       | Vacant           |               | J-4             | 85,632  | J-4            | 85,632  |                                      | J-1                     | 77,611  | 79,357     |
| Allowance for promotions                                                 |                  |               |                 |         |                |         |                                      |                         |         | -          |
| Allowance for Evidence Technician Qualification per CBA                  |                  |               |                 | 11,250  |                | 15,000  | 15 ET's @ \$1,000 plus COLA          |                         | 15,000  | 15,338     |
| Allowance for Court Bonus per CBA                                        |                  |               |                 | 8,250   |                | 8,250   | \$250 per Officer                    |                         | 8,250   | 8,250      |
| Advanced Skills Stipend per CBA                                          |                  |               |                 | 57,750  |                | 66,000  | \$2,045 in 2020                      |                         | 66,000  | 67,485     |
| Misc. Allowance                                                          |                  |               |                 |         |                |         |                                      |                         |         |            |
|                                                                          |                  |               |                 |         |                |         |                                      | (60% Part-Time)         |         |            |
| 46. Community Service Officer II                                         | Andrews, Ronald  | 03/01/87      | 19-6D           | 85,960  | 19-6D          | 85,960  | 70-30 split                          | 19-6D                   | 51,576  | 52,736     |
| 47. Community Service Officer II                                         | Eder, Steven     | 01/03/12      | D-10            | 62,108  | D-9            | 62,108  | 70-30 split                          | D-10                    | 62,108  | 63,505     |
|                                                                          |                  |               | (50% Part-Time) |         |                |         |                                      | (50% Part-Time)         |         |            |
| 48. Community Service Officer I                                          | Halley, Gerald   | 01/03/12      | A-16            | 28,511  | A-15           | 28,511  | 100% 11-41 - goes to A-17 on 4/29/20 | A-17                    | 28,938  | 29,589     |
| Community Service Officer I                                              | Welter, Thomas   | 10/19/11      | A-17            | 7,564   | A-17           | 7,564   |                                      |                         | 7,679   | 7,852      |
|                                                                          |                  |               | (70% Part time) |         |                |         |                                      | (70% Part-time)         |         |            |
| 49. Part time Parking Control Asst.                                      | Stec, Allen      | 11/01/75      | 17.5-6D         | 56,184  | 17.5-6D        | 56,184  |                                      | 17.5-6D                 | 56,184  | 57,448     |
| 50. Police Communications Supv.                                          | Peterson, Eric   | 08/01/90      | 24-6D           | 108,153 | 24-6D          | 108,153 |                                      | 24-6D                   | 108,153 | 110,586    |
| 51. Police Telecommunicator                                              | Weiner, Barry    | 11/16/86      | 19-6D           | 85,960  | 19-6D          | 85,960  |                                      | 19-6D                   | 85,960  | 87,894     |
| 52. Police Telecommunicator                                              | McGarry, Lynda   | 10/15/93      | 19-6D           | 85,960  | 19-6D          | 85,960  |                                      | 19-6D                   | 85,960  | 87,894     |
| 53. Police Telecommunicator                                              | King, Freddie    | 10/06/03      | 19-6C           | 84,191  | 19-6C          | 84,191  |                                      | 19-6C                   | 84,191  | 86,085     |
| 54. Police Telecommunicator                                              | Miagusko, George | 09/04/07      | 19-6B           | 82,458  | 19-6B          | 82,458  |                                      | 19-6B                   | 82,458  | 84,313     |
| 55. Police Telecommunicator                                              | McPhail, Jesse   | 06/21/18      | F-2             | 61,951  | F-3            | 62,880  | F-4 6/21/19                          | F-4                     | 63,824  | 65,260     |
| 56. Police Telecommunicator                                              | Rigas, Basil     | 08/16/11      | F-18            | 78,614  | F-18           | 78,614  | F-19 on 2/16/20                      | F-19                    | 79,793  | 81,588     |
|                                                                          |                  |               | (50% Part time) |         |                |         |                                      | (50% Part-Time)         |         |            |
| 57. Police Telecommunicator - part-time                                  | Kopecky, Chris   | 09/13/19      | F-2             | 30,976  | F-2            | -       |                                      | F-2                     | 30,976  | 31,673     |
|                                                                          |                  |               | (60% Part-Time) |         |                |         |                                      | (60% Part-Time)         |         |            |
| 58. Police Telecommunicator - part-time                                  | Alvarez, Bruno   | 06/30/08      | 19-6B           | 49,475  | 19-6A          | 49,475  | 19-6B on 6/30/18                     | 19-6B                   | 49,475  | 50,588     |
|                                                                          |                  |               | (50% Part time) |         |                |         |                                      | (40% Part-Time)         |         |            |
| 59. Part time Police Telecommunicator                                    | Siegel, Matt     | 09/24/19      | F-11            | 28,338  | F-10           | -       |                                      | F-2                     | 24,780  | 25,338     |
|                                                                          |                  |               | (25% Part time) |         |                |         |                                      | (25% Part-Time)         |         |            |
| 60. Part time Police Telecommunicator                                    | Serbe, Nigel     | 03/01/11      | F-17            | 19,363  | F-18           | 19,174  | Goes to F-19 on 9/1/19               | F-19                    | 19,948  | 20,397     |
| 61. Social Worker                                                        | Aron, Nellie     | 02/19/19      | K-1             | 81,676  | I-5            | 77,152  | I-6 2/19/20                          | I-6                     | 78,309  | 80,071     |
| 62. Data Processing Operator II                                          | Miller, Joan     | 03/12/90      | 15.5-6D         | 73,219  | 15.5-6D        | 73,219  |                                      | 15.5-6D                 | 73,219  | 74,866     |
| 63. Data Processing Operator II                                          | Budd, Susan      | 11/17/97      | 15.5-6D         | 73,219  | 15.5-6D        | 73,219  | 15 1/2-6D on 11/17/17                | 15.5-6D                 | 73,219  | 74,866     |
| 64. Data Processing Operator II                                          | Janowiak, Emily  | 11/28/16      | B-7             | 52,860  | B-7            | 52,860  | B-8 5/28/20                          | B-8                     | 53,654  | 54,861     |
|                                                                          |                  |               | (50% Part time) |         |                |         |                                      | (50% Part time)         |         |            |
| 65. Data Processing Operator II                                          | Moran, Laura     | 09/03/14      | B-20            | 32,075  | B-20           | 32,075  |                                      | B-20                    | 32,075  | 32,796     |
|                                                                          |                  |               | (50% Part time) |         |                |         |                                      |                         |         |            |
| 66. Administrative Systems Analyst                                       | Walker, Sam      | 08/16/19      | E-1             | 28,789  | J-11           |         |                                      | L-1                     | 85,759  | 87,689     |
| Crossing Guards -- 17 at various steps in pay                            |                  |               |                 |         |                |         |                                      |                         |         |            |
| Grade 14 -- each estimated at approx. 650 hours annually.                |                  |               |                 | 269,990 |                | 269,990 |                                      |                         | 269,990 | 276,065    |
| Summer Help -- All 27% positions:                                        |                  |               |                 |         |                |         |                                      |                         |         |            |
| One (1) Bicycle Patrol Officers -- at Pay Grade 3-2 (Two in prior years) |                  |               |                 |         |                |         |                                      |                         |         |            |
| Three (3) Park Police Aides -- at Pay Grade 3-2                          |                  |               |                 | 55,923  |                | 55,923  |                                      |                         | 55,923  | 57,321     |

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Police**

| Position                            | Incumbent                               | Starting Date | 2019 Budget                |                | Current Status   |         | Pending Changes            | 2020 Budget Before COLA |                            | COLA    |
|-------------------------------------|-----------------------------------------|---------------|----------------------------|----------------|------------------|---------|----------------------------|-------------------------|----------------------------|---------|
|                                     |                                         |               | Grade                      | Amount         | Grade            | Amount  |                            | Grade                   | Amount                     | Added   |
| Overtime - Operations - 632         |                                         |               |                            | 300,000        |                  | 300,000 |                            |                         | 300,000                    | 300,000 |
| Overtime - Communications - 635     |                                         |               |                            | 64,000         |                  | 64,000  |                            |                         | 64,000                     | 64,000  |
| Overtime - Services -636            |                                         |               |                            | 300            |                  | 300     |                            |                         | 300                        | 300     |
|                                     |                                         |               | <b>6,876,502</b>           |                | <b>6,793,891</b> |         |                            |                         | <b>6,943,139 7,090,649</b> |         |
|                                     |                                         |               | <b>Calculated</b>          | <b>Rounded</b> |                  |         | <b>Calculated</b>          | <b>Calculated</b>       | <b>Rounded</b>             |         |
| <b>Budget Account Distribution:</b> |                                         |               |                            |                |                  |         |                            |                         |                            |         |
| 11414020-410100                     | Police Operations - Regular Salaries    |               | 4,965,068                  | 4,965,075      |                  |         | 4,986,172                  | 5,097,850               | 5,097,850                  |         |
| 11414020-410200                     | Police Operations - O/T                 |               | 300,000                    | 300,000        |                  |         | 300,000                    | 300,000                 | 300,000                    |         |
| 11424020-410100                     | Police Services - Regular Salaries      |               | 565,943                    | 565,950        |                  |         | 612,191                    | 625,964                 | 625,975                    |         |
| 11424020-410200                     | Police Services - O/T                   |               | 300                        | 300            |                  |         | 300                        | 300                     | 300                        |         |
| 11434020-410100                     | Public Safety Communications - Reg. Sal |               | 749,058                    | 749,075        |                  |         | 749,138                    | 765,992                 | 766,000                    |         |
| 11434020-410200                     | Public Safety Communications - O/T      |               | 64,000                     | 64,000         |                  |         | 64,000                     | 64,000                  | 64,000                     |         |
| 11454020-410100                     | Crossing Guards - Regular Salaries      |               | 269,990                    | 270,000        |                  |         | 269,990                    | 276,065                 | 276,075                    |         |
| FROM                                | Admin.                                  |               | (37,857)                   | (37,875)       |                  |         | (38,652)                   | (39,522)                | (39,525)                   |         |
|                                     |                                         |               | <b>6,876,502 6,876,525</b> |                |                  |         | <b>6,943,139 7,090,649</b> |                         | <b>7,090,675</b>           |         |

**Explanation of Distribution:**

Police Chief -- 50% Operations, 30% Services, 20% Communications  
 Deputy Police Chiefs -- 100% Operations.  
 Management Analyst -- 100% Services  
 Positions 5. thru 45. and 48-49. -- 100% Operations.

Positions 46. and 47. -- 70% Operations 30% Services  
 Positions 50. thru 60 -- 100% Communications  
 Positions 61 -- 66 100% Services

**Full Time Equivalent Positions :**

|                                             |              |
|---------------------------------------------|--------------|
| Sworn Personnel                             | 44.00        |
| Non-Sworn Personnel - Operations            | 3.13         |
| Non-Sworn Personnel - Telecommunicators     | 8.75         |
| Non-Sworn Personnel - Services              | 5.75         |
| Non-Sworn Personnel - Crossing Guards       | 5.53         |
| Seasonal Personnel                          | 1.00         |
| <b>Total Full Time Equivalent Positions</b> | <b>68.16</b> |

**Summary of FTE's:**

|                                         |              |
|-----------------------------------------|--------------|
| Sworn Personnel                         | 44.00        |
| Non-Sworn Personnel - Operations        | 2.80         |
| Non-Sworn Personnel - Telecommunicators | 8.75         |
| Non-Sworn Personnel - Services          | 6.50         |
| Non-Sworn Personnel - Crossing Guards   | 5.53         |
| Seasonal Personnel                      | 1.00         |
|                                         | <b>68.58</b> |

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Fire**

| Position                             | Incumbent            | Starting Date | 2019 Budget  |         | Current Status |         | Pending Changes | 2020 Budget Before COLA |         | COLA Added |
|--------------------------------------|----------------------|---------------|--------------|---------|----------------|---------|-----------------|-------------------------|---------|------------|
|                                      |                      |               | Grade        | Added   | Grade          | Amount  |                 | Grade                   | Amount  |            |
| 1. Fire Chief                        | Wozney, Benjamin     | 03/16/95      | Unclassified | 162,847 | Unclassified   | 162,847 |                 | Unclassified            | 162,847 | 166,511    |
| 2. Deputy Fire Chief                 | Brill, Robert        | 09/07/99      | Unclassified | 148,386 | Unclassified   | 148,386 |                 | Unclassified            | 148,386 | 151,725    |
| 3. Duty Chief                        | Bucci, Anthony       | 09/01/92      | Unclassified | 137,786 | Unclassified   | 137,786 |                 | Unclassified            | 137,786 | 140,886    |
| 4. Duty Chief                        | Bentz, James         | 03/06/95      | Unclassified | 137,786 | Unclassified   | 137,786 |                 | Unclassified            | 137,786 | 140,886    |
| 5. Duty Chief                        | Menzies, Ryan        | 09/01/04      | Unclassified | 137,786 | Unclassified   | 137,786 |                 | Unclassified            | 137,786 | 140,886    |
| 6. Fire Lieutenant/Paramedic         | Wilk, Jason          | 03/06/95      | 27.5-6D      | 127,054 | 27.5-6D        | 127,054 |                 | 27.5-6D                 | 127,054 | 129,913    |
| 7. Fire Lieutenant/Paramedic         | Hughes, Robert       | 09/16/95      | 27.5-6D      | 127,054 | 27.5-6D        | 127,054 |                 | 27.5-6D                 | 127,054 | 129,913    |
| 8. Fire Lieutenant/Paramedic         | Isaacson, Michael    | 09/07/99      | 27.5-6C      | 124,437 | 27.5-6C        | 124,437 | 27.5-6D 9/7/19  | 27.5-6D                 | 127,054 | 129,913    |
| 9. Fire Lieutenant/Paramedic         | Minogue, Michael     | 08/28/00      | 27.5-6C      | 124,437 | 27.5-6C        | 124,437 |                 | 27.5-6C                 | 124,437 | 127,237    |
| 10. Fire Lieutenant/Paramedic        | Rodgers, Jennifer    | 12/04/00      | 27.5-6C      | 124,437 | 27.5-6C        | 124,437 |                 | 27.5-6C                 | 124,437 | 127,237    |
| 11. Fire Lieutenant/Paramedic        | Scheetz, Michael     | 09/27/10      | 27.5-6A      | 119,373 | 27.5-6A        | 119,373 | 27.5-6B 9/27/20 | 27.5-6B                 | 121,883 | 124,625    |
| 12. Advanced Firefighter / Paramedic | Mager, Frank         | 06/16/93      | 24-6D        | 105,073 | 24-6D          | 105,073 |                 | 24-6D                   | 105,073 | 105,073    |
| 13. Advanced Firefighter / Paramedic | Blomquist, John      | 02/15/94      | 24-6D        | 105,073 | 24-6D          | 105,073 |                 | 24-6D                   | 105,073 | 105,073    |
| 14. Advanced Firefighter / Paramedic | Simon, Thomas        | 07/16/95      | 24-6D        | 105,073 | 24-6D          | 105,073 |                 | 24-6D                   | 105,073 | 105,073    |
| 15. Advanced Firefighter / Paramedic | Wokurka, Gary        | 06/06/97      | 24-6D        | 105,073 | 24-6D          | 105,073 |                 | 24-6D                   | 105,073 | 105,073    |
| 16. Advanced Firefighter / Paramedic | Halterman, Michael   | 09/15/97      | 24-6D        | 105,073 | 24-6D          | 105,073 |                 | 24-6D                   | 105,073 | 105,073    |
| 17. Advanced Firefighter / Paramedic | Harrington, Patrick  | 08/28/00      | 24-6C        | 102,911 | 24-6C          | 102,911 | 24-6D 8/28/20   | 24-6C                   | 102,911 | 102,911    |
| 18. Advanced Firefighter / Paramedic | Grajewski, David     | 09/01/04      | 24-6B        | 100,794 | 24-6B          | 100,794 | 24-6C 9/1/19    | 24-6C                   | 102,911 | 102,911    |
| 19. Advanced Firefighter / Paramedic | Schmidt, Ryan        | 03/06/06      | 24-6B        | 100,794 | 24-6B          | 100,794 |                 | 24-6B                   | 100,794 | 100,794    |
| 20. Advanced Firefighter / Paramedic | Eastman, Blake       | 03/06/06      | 24-6B        | 100,794 | 24-6B          | 100,794 |                 | 24-6B                   | 100,794 | 100,794    |
| 21. Advanced Firefighter / Paramedic | Barton, Kenneth      | 08/28/06      | 24-6B        | 100,794 | 24-6B          | 100,794 |                 | 24-6B                   | 100,794 | 100,794    |
| 22. Advanced Firefighter / Paramedic | Jost, Robert         | 01/05/09      | 24-6B        | 100,794 | 24-6B          | 100,794 |                 | 24-6B                   | 100,794 | 100,794    |
| 23. Advanced Firefighter / Paramedic | Weglarz, Jason       | 01/12/09      | 24-6B        | 100,794 | 24-6B          | 100,794 |                 | 24-6B                   | 100,794 | 100,794    |
| 24. Advanced Firefighter / Paramedic | Kofoed, Edward       | 03/29/10      | 24-6A        | 98,722  | 24-6A          | 98,722  | 24-6B 3/29/20   | 24-6B                   | 100,794 | 100,794    |
| 25. Advanced Firefighter / Paramedic | Walters, Daniel      | 04/26/10      | 24-6A        | 98,722  | 24-6A          | 98,722  | 24-6B 4/26/20   | 24-6B                   | 100,794 | 100,794    |
| 26. Advanced Firefighter / Paramedic | Paczosa, Scott       | 09/20/10      | 24-6A        | 98,722  | 24-6A          | 98,722  |                 | 24-6A                   | 98,722  | 98,722     |
| 27. Advanced Firefighter / Paramedic | Wessel, Michael      | 09/27/10      | 24-6A        | 98,722  | 24-6A          | 98,722  |                 | 24-6A                   | 98,722  | 98,722     |
| 28. Advanced Firefighter / Paramedic | Riggan II, Richard   | 01/17/11      | 24-6A        | 98,722  | 24-6A          | 98,722  |                 | 24-6A                   | 98,722  | 98,722     |
| 29. Advanced Firefighter / Paramedic | Schuman, Kevin       | 01/31/11      | 24-6A        | 98,722  | 24-6A          | 98,722  |                 | 24-6A                   | 98,722  | 98,722     |
| 30. Advanced Firefighter / Paramedic | Kopczyk, Thomas      | 01/16/12      | 24-6A        | 98,722  | 24-6A          | 98,722  |                 | 24-6A                   | 98,722  | 98,722     |
| 31. Advanced Firefighter / Paramedic | Neurauter, Timothy   | 01/16/12      | 24-6A        | 98,722  | 24-6A          | 98,722  |                 | 24-6A                   | 98,722  | 98,722     |
| 32. Advanced Firefighter / Paramedic | Bonilla, Guillermo   | 01/06/14      | 24-6         | 95,384  | 24-6           | 95,384  | 24-6A 7/06/19   | 24-6A                   | 98,722  | 98,722     |
| 33. Advanced Firefighter / Paramedic | Cirone, Thomas       | 04/14/14      | 24-6         | 95,384  | 24-6           | 95,384  | 24-6A 10/14/15  | 24-6A                   | 98,722  | 98,722     |
| 34. Advanced Firefighter / Paramedic | Lettieri, Michael    | 01/05/15      | 24-5         | 91,103  | 24-5           | 91,103  | 24-6 7/5/19     | 24-6                    | 95,384  | 95,384     |
| 35. Advanced Firefighter / Paramedic | Kolze, Ryan          | 04/06/15      | 24-5         | 91,103  | 24-5           | 91,103  | 24-6 10/6/19    | 24-6                    | 95,384  | 95,384     |
| 36. Advanced Firefighter / Paramedic | Murray, Colin        | 06/29/15      | 24-5         | 91,103  | 24-5           | 91,103  | 24-6 12/29/19   | 24-6                    | 95,384  | 95,384     |
| 37. Advanced Firefighter / Paramedic | Durband, William     | 07/06/15      | 24-5         | 91,103  | 24-5           | 91,103  | 24-6 1/6/20     | 24-6                    | 95,384  | 95,384     |
| 38. Advanced Firefighter / Paramedic | Guth, Matthew        | 10/05/15      | 24-5         | 91,103  | 24-5           | 91,103  | 24-6 4/5/20     | 24-6                    | 95,384  | 95,384     |
| 39. Advanced Firefighter / Paramedic | Fisher, Benjamin     | 01/18/16      | 24-4         | 87,012  | 24-4           | 87,012  | 24-5 7/18/19    | 24-5                    | 91,103  | 91,103     |
| 40. Firefighter / Paramedic          | Markovich, Bradley   | 07/11/16      | 24-4         | 87,012  | 24-4           | 87,012  | 24-5 1/11/20    | 24-5                    | 91,103  | 91,103     |
| 41. Firefighter / Paramedic          | Aguirre-Garcia, Jose | 01/09/17      | 24-3         | 83,106  | 24-3           | 83,106  | 24-4 7/9/19     | 24-4                    | 87,012  | 87,012     |

## Village of Wilmette FY 2020 Budget Salary Worksheets

**DEPT: Fire**

| Position                                                 | Incumbent                                                    | Starting Date | 2019 Budget |                   | Current Status |                  | Pending Changes | 2020 Budget Before COLA |                   | COLA             |                  |
|----------------------------------------------------------|--------------------------------------------------------------|---------------|-------------|-------------------|----------------|------------------|-----------------|-------------------------|-------------------|------------------|------------------|
|                                                          |                                                              |               | Grade       | Added             | Grade          | Amount           |                 | Grade                   | Amount            | Added            |                  |
| 42. Firefighter / Paramedic                              | Richards, Robert                                             | 07/10/17      | 24-3        | 83,106            | 24-3           | 83,106           | 24-4 1/10/20    | 24-4                    | 87,012            | 87,012           |                  |
| 43. Firefighter / Paramedic                              | Caffie, Jeremy                                               | 01/21/19      | 22-2        | 74,073            | 22.5-1         | 70,750           |                 | 24-2                    | 79,375            | 79,375           |                  |
| 44. Firefighter                                          | Katz, Benjamin                                               | 08/01/19      | 24-6D       | 105,073           | 24-6D          | 105,073          |                 | 22-2                    | 74,073            | 74,073           |                  |
| Advanced Firefighter / Paramedic Stipend per CBA         |                                                              |               | 29 FF/PM    | 56,115            | 29 FF/PM       | 56,115           | \$1,935 in 2019 | 29 FF/PM                | 56,115            | 56,115           |                  |
| 45. Fire Secretary                                       | Anderson, Diane                                              | 08/18/08      | 18-6B       | 78,758            | 18-6A          | 78,758           |                 | 18-6B                   | 78,758            | 80,530           |                  |
| 46. Hydrant Inspector                                    | Seasonal                                                     |               |             | 5,514             |                |                  |                 |                         | 5,514             | 5,652            |                  |
| 47. Fire Inspector                                       | Reichert, Robert                                             | 05/15/18      |             | 18,451            |                | 41,341           |                 |                         | 41,341            | 42,375           |                  |
| 48. Fire Inspector                                       | Eliminated                                                   |               |             | 18,451            |                |                  |                 |                         |                   |                  |                  |
| Allowance for Paramedic & Firefighter III Certifications |                                                              |               |             | -                 |                | -                |                 |                         | -                 | -                |                  |
| Overtime - Regular - 637                                 |                                                              |               |             |                   | 312,750        |                  | 312,750         |                         | 312,750           | 312,750          |                  |
| Overtime - Off Duty Response - 638                       |                                                              |               |             |                   | 10,000         |                  | 10,000          |                         | 10,000            | 10,000           |                  |
|                                                          |                                                              |               |             | 5,159,903         |                |                  |                 | 5,194,107               |                   | 5,302,568        |                  |
|                                                          |                                                              |               |             | <b>Calculated</b> | <b>Rounded</b> |                  |                 | <b>Calculated</b>       | <b>Calculated</b> | <b>Rounded</b>   |                  |
| <b>Budget Account Distribution:</b>                      |                                                              |               |             |                   |                |                  |                 |                         |                   |                  |                  |
| <b>11515020-410100</b>                                   | <b>Emergency Fire &amp; Med. Services- Regular Salaries</b>  |               |             | 4,837,153         | 4,837,150      |                  |                 | 4,871,357               | 4,979,818         | 4,979,825        |                  |
| <b>11515020-410200</b>                                   | <b>Emergency Fire &amp; Med. Services- Overtime</b>          |               |             | 312,750           | 312,750        |                  |                 | 312,750                 | 312,750           | 312,750          |                  |
| <b>11515020-410400</b>                                   | <b>Emergency Fire &amp; Med. Services- Off-Duty Response</b> |               |             | 10,000            | 10,000         |                  |                 | 10,000                  | 10,000            | 10,000           |                  |
|                                                          |                                                              |               |             | <b>5,159,903</b>  |                | <b>5,159,900</b> |                 | <b>5,194,107</b>        |                   | <b>5,302,568</b> | <b>5,302,575</b> |

**Village of Wilmette 2020 Budget  
Fringe Benefit Expense Distributions**

| <u>Program</u>                      | <u>Acct. Number</u>    | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Budget<br/>2019</u> | <u>Estimated<br/>Actual<br/>2019</u> | <u>Budget<br/>2020</u> |
|-------------------------------------|------------------------|------------------------|------------------------|------------------------|--------------------------------------|------------------------|
| Legislative                         | 11011010-415000        | -                      | -                      | -                      | -                                    | -                      |
| Administration                      | 11041010-415000        | 136,567                | 140,740                | 136,100                | 136,100                              | 143,620                |
| Administrative Services             | 11051210-415000        | 99,776                 | 97,692                 | 97,745                 | 97,745                               | 105,705                |
| Finance - General Fund              | 11061410-415000        | 233,466                | 261,751                | 254,480                | 254,480                              | 244,140                |
| Law                                 | 11071610-415000        | 19,731                 | 35,422                 | 31,050                 | 34,550                               | 34,990                 |
| Community Development               | 11091845-415000        | 292,220                | 310,354                | 346,500                | 356,500                              | 406,580                |
| Business Development                | 11091846-415000        | 20,901                 | 23,435                 | 27,625                 | 27,625                               | 28,995                 |
| Historical Museum                   | 11111060-415000        | 27,538                 | 28,436                 | 26,470                 | 26,470                               | 26,910                 |
| Cable TV Productions                | 11151060-415000        | 34,591                 | 35,957                 | 38,190                 | 38,190                               | 40,160                 |
| Village Engineer                    | 11202035-415000        | 132,179                | 157,337                | 174,310                | 164,310                              | 188,250                |
| Streets Dept.                       | 11233030-415000        | 343,179                | 371,834                | 375,160                | 370,160                              | 413,810                |
| Tree Maint.                         | 11303030-415000        | 112,195                | 116,074                | 116,570                | 111,570                              | 119,550                |
| Street Lighting                     | 11333030-415000        | 42,586                 | 43,121                 | 42,550                 | 42,550                               | 46,950                 |
| Buildings & Grounds                 | 11342035-415000        | 89,886                 | 84,113                 | 81,390                 | 87,390                               | 105,580                |
| Fire & Police Comm.                 | 11401020-415000        | 15,130                 | 15,982                 | 16,290                 | 16,290                               | 17,980                 |
| Police - Operations                 | 11414020-415000        | 2,911,582              | 920,693                | 996,410                | 946,410                              | 965,900                |
| Police - Services                   | 11424020-415000        | 196,011                | 208,772                | 211,755                | 226,755                              | 254,745                |
| Pub. Safety - Communication         | 11434020-415000        | 268,470                | 271,888                | 272,070                | 272,070                              | 286,010                |
| Police - Crossing Guards            | 11454020-415000        | 21,365                 | 22,098                 | 24,685                 | 24,685                               | 23,075                 |
| Fire Fighting                       | 11515020-415000        | 3,632,606              | 1,027,638              | 1,116,860              | 1,066,860                            | 1,092,790              |
| Health Dept.                        | 11566040-415000        | 37,829                 | -                      | -                      | -                                    | -                      |
| <b>Total General Fund</b>           |                        | <b>8,667,808</b>       | <b>4,173,337</b>       | <b>4,386,210</b>       | <b>4,300,710</b>                     | <b>4,545,740</b>       |
| <b>Total Municipal Garage</b>       | <b>11273030-415000</b> | <b>219,997</b>         | <b>229,393</b>         | <b>230,880</b>         | <b>220,880</b>                       | <b>242,190</b>         |
| Parking - METRA Lots                | 23753090-415000        | 12,517                 | 19,051                 | 20,520                 | 20,520                               | 23,400                 |
| Parking - CTA Lots                  | 23763090-415000        | 10,411                 | 17,980                 | 19,590                 | 19,590                               | 20,550                 |
| <b>Total Parking Meter Fund</b>     |                        | <b>22,928</b>          | <b>37,031</b>          | <b>40,110</b>          | <b>40,110</b>                        | <b>43,950</b>          |
| Police Pension                      |                        |                        | 2,127,000              | 2,273,000              | 2,273,000                            | 2,397,000              |
| Fire Pension                        |                        |                        | 2,750,000              | 2,823,000              | 2,823,000                            | 3,039,000              |
| <b>Total Public Safety Pensions</b> |                        | <b>-</b>               | <b>4,877,000</b>       | <b>5,096,000</b>       | <b>5,096,000</b>                     | <b>5,436,000</b>       |
| Sewer Maint.                        | 40807090-415000        | 228,462                | 212,160                | 218,780                | 218,780                              | 258,280                |
| Sewer - SWPS                        | 40847090-415000        | 2,858                  | 3,197                  | 2,375                  | 2,375                                | 2,545                  |
| <b>Total Sewer Fund</b>             |                        | <b>231,320</b>         | <b>215,357</b>         | <b>221,155</b>         | <b>221,155</b>                       | <b>260,825</b>         |
| Water - Plant Operations            | 41818090-415000        | 566,023                | 603,073                | 612,370                | 587,370                              | 642,460                |
| Water - Meter Maint.                | 41828090-415000        | 48,194                 | 50,672                 | 50,240                 | 50,240                               | 54,910                 |
| Water - Distribution                | 41838090-415000        | 198,693                | 182,872                | 184,500                | 179,500                              | 201,450                |
| Water - Admin                       | 41848090-415000        | 96,327                 | 109,882                | 111,395                | 111,395                              | 117,675                |
| Finance - Water Fund                | 41858090-415000        | 37,514                 | 39,118                 | 43,610                 | 25,610                               | 47,490                 |
| <b>Total Water Fund</b>             |                        | <b>946,751</b>         | <b>985,617</b>         | <b>1,002,115</b>       | <b>954,115</b>                       | <b>1,063,985</b>       |
| <b>Total Employee Benefits</b>      |                        | <b>10,088,804</b>      | <b>10,517,735</b>      | <b>10,976,470</b>      | <b>10,832,970</b>                    | <b>11,592,690</b>      |

**Village of Wilmette 2020 Budget  
Fringe Benefit Expense Summary**

**IMRF Fund:**

| <b>Revenue:</b>                  | <b>Actual</b>    | <b>Actual</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Est. Actual</b> | <b>Budget</b>    |
|----------------------------------|------------------|------------------|------------------|------------------|--------------------|------------------|
| <b>Internal Service Charges:</b> | <b>FY 2016</b>   | <b>FY 2017</b>   | <b>FY 2018</b>   | <b>FY 2019</b>   | <b>FY 2019</b>     | <b>FY 2020</b>   |
| General Fund                     | 1,323,065        | 1,341,901        | 1,397,173        | 1,310,740        | 1,296,030          | 1,495,050        |
| Municipal Garage                 | 108,282          | 111,605          | 117,620          | 105,830          | 104,640            | 123,600          |
| Parking Meter Fund               | 24,210           | 10,033           | 17,062           | 14,340           | 14,180             | 16,870           |
| Sewer Fund                       | 110,933          | 115,773          | 111,071          | 101,490          | 100,350            | 132,760          |
| Water Fund                       | 433,917          | 448,680          | 482,719          | 434,680          | 429,800            | 502,780          |
| <b>Total Revenue</b>             | <b>2,000,407</b> | <b>2,027,992</b> | <b>2,125,645</b> | <b>1,967,080</b> | <b>1,945,000</b>   | <b>2,271,060</b> |

**Expenditures:**

|                           |                  |                  |                  |                  |                  |                  |
|---------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Employer FICA             | 583,118          | 610,992          | 629,740          | 675,270          | 670,000          | 700,350          |
| Employer Medicare         | 277,915          | 283,915          | 292,959          | 311,490          | 300,000          | 321,020          |
| Employer IMRF             | 1,139,374        | 1,133,085        | 1,200,252        | 980,320          | 975,000          | 1,249,690        |
| <b>Total Expenditures</b> | <b>2,000,407</b> | <b>2,027,992</b> | <b>2,122,951</b> | <b>1,967,080</b> | <b>1,945,000</b> | <b>2,271,060</b> |

**Employee Insurance Fund:**

| <b>Revenue:</b>                  | <b>Actual</b>    | <b>Actual</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Est. Actual</b> | <b>Budget</b>    |
|----------------------------------|------------------|------------------|------------------|------------------|--------------------|------------------|
| <b>Internal Service Charges:</b> | <b>FY 2016</b>   | <b>FY 2017</b>   | <b>FY 2018</b>   | <b>FY 2019</b>   | <b>FY 2019</b>     | <b>FY 2020</b>   |
| General Fund                     | 2,194,347        | 2,233,046        | 2,341,643        | 2,600,680        | 2,507,390          | 2,712,168        |
| Municipal Garage                 | 91,515           | 92,978           | 96,652           | 104,820          | 101,060            | 105,880          |
| Parking Meter Fund               | 21,904           | 11,366           | 18,788           | 20,060           | 19,340             | 22,280           |
| Sewer Fund                       | 98,527           | 99,891           | 89,497           | 103,600          | 99,880             | 118,250          |
| Water Fund                       | 387,812          | 432,084          | 437,080          | 491,450          | 473,820            | 510,310          |
| <b>Total Revenue</b>             | <b>2,794,105</b> | <b>2,869,365</b> | <b>2,983,660</b> | <b>3,320,610</b> | <b>3,201,490</b>   | <b>3,468,888</b> |

**Expenditures:**

|                                   |                  |                  |                  |                  |                  |                  |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Health Insur. - North Sub.        | 1,320,686        | 1,547,887        | 1,747,143        | 2,092,379        | 2,005,000        | 2,168,232        |
| Health Insur. - HMO-Illinois      | 1,235,797        | 1,153,714        | 1,047,551        | 1,019,251        | 1,013,000        | 1,090,236        |
| Flexible Benefit Program          | 138,480          | 137,460          | 137,730          | 138,980          | 140,000          | 140,420          |
| Life Insurance                    | 37,470           | 37,221           | 37,629           | 40,000           | 38,500           | 40,000           |
| Unemployment Comp.                | 25,799           | 13,734           | 6,997            | 30,000           | 5,000            | 30,000           |
| Other Expense                     | 35,873           | (21,391)         | 7,829            | -                | -                | -                |
| <b>Total Employee Insur. Exp.</b> | <b>2,794,105</b> | <b>2,868,625</b> | <b>2,984,879</b> | <b>3,320,610</b> | <b>3,201,500</b> | <b>3,468,888</b> |

**Section 105 Fund:**

| <b>Revenue:</b>                  | <b>Actual</b>  | <b>Actual</b>  | <b>Actual</b>  | <b>Budget</b>  | <b>Est. Actual</b> | <b>Budget</b>  |
|----------------------------------|----------------|----------------|----------------|----------------|--------------------|----------------|
| <b>Internal Service Charges:</b> | <b>FY 2016</b> | <b>FY 2017</b> | <b>FY 2018</b> | <b>FY 2019</b> | <b>FY 2019</b>     | <b>FY 2020</b> |
| General Fund                     | 206,362        | 207,226        | 208,743        | 215,250        | 215,250            | 212,910        |
| Municipal Garage                 | 6,710          | 6,210          | 6,620          | 10,410         | 10,410             | 7,700          |
| Parking Meter Fund               | -              | -              | -              | -              | -                  | -              |
| Sewer Fund                       | 7,268          | 6,726          | 6,619          | 8,560          | 8,560              | 6,600          |
| Water Fund                       | 27,660         | 28,838         | 31,018         | 37,780         | 37,780             | 32,800         |
| <b>Total Revenue</b>             | <b>248,000</b> | <b>249,000</b> | <b>253,000</b> | <b>272,000</b> | <b>272,000</b>     | <b>260,010</b> |

**Village of Wilmette 2020 Budget  
Fringe Benefit Expense Summary**

**Workers Compensation Fund:**

| <b>Revenue:</b>                  | <b>Actual</b>         | <b>Actual</b>         | <b>Actual</b>         | <b>Budget</b>         | <b>Est. Actual</b>    | <b>Budget</b>         |
|----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Internal Service Charges:</b> | <b><u>FY 2016</u></b> | <b><u>FY 2017</u></b> | <b><u>FY 2018</u></b> | <b><u>FY 2019</u></b> | <b><u>FY 2019</u></b> | <b><u>FY 2020</u></b> |
| General Fund                     | 250,582               | 253,668               | 225,776               | 261,620               | 246,940               | 127,350               |
| Municipal Garage                 | 8,910                 | 9,170                 | 8,500                 | 9,480                 | 8,950                 | 4,660                 |
| Parking Meter Fund               | 2,010                 | 1,530                 | 1,180                 | 1,280                 | 1,210                 | 630                   |
| Sewer Fund                       | 8,730                 | 8,930                 | 8,170                 | 9,130                 | 8,620                 | 5,020                 |
| Water Fund                       | 35,900                | 37,150                | 34,800                | 39,190                | 36,990                | 19,040                |
| Insurance recoveries             | 22,638                | 23,353                | 24,336                | -                     | 15,000                | -                     |
| <b>Total Revenue</b>             | <b>328,770</b>        | <b>333,801</b>        | <b>302,762</b>        | <b>320,700</b>        | <b>317,710</b>        | <b>156,700</b>        |

**Expenditures:**

|                           |                |                |                |                |                |                |
|---------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Workers' Compensation     |                |                |                |                |                |                |
| Fixed Premium Expense     | 278,800        | 278,800        | 250,800        | 278,800        | 275,800        | 114,800        |
| Deductible Payments       | 49,970         | 45,085         | 41,127         | 41,900         | 41,900         | 41,900         |
| <b>Total Expenditures</b> | <b>328,770</b> | <b>323,885</b> | <b>291,927</b> | <b>320,700</b> | <b>317,700</b> | <b>156,700</b> |

**Total Fringe Benefits:**

| <b>Revenue:</b>                  | <b>Actual</b>         | <b>Actual</b>         | <b>Actual</b>         | <b>Budget</b>         | <b>Est. Actual</b>    | <b>Budget</b>         |
|----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Internal Service Charges:</b> | <b><u>FY 2016</u></b> | <b><u>FY 2017</u></b> | <b><u>FY 2018</u></b> | <b><u>FY 2019</u></b> | <b><u>FY 2019</u></b> | <b><u>FY 2020</u></b> |
| <b>IMRF Fund</b>                 | 2,000,407             | 2,027,992             | 2,125,645             | 1,967,080             | 1,945,000             | 2,271,060             |
| <b>Employee Insurance Fund</b>   | 2,794,105             | 2,869,365             | 2,983,660             | 3,320,610             | 3,201,490             | 3,468,888             |
| <b>Workers Comp. Fund</b>        | 328,770               | 333,801               | 302,762               | 320,700               | 317,710               | 156,700               |
| <b>Section 105 Contrib.</b>      | 248,000               | 249,000               | 253,000               | 272,000               | 272,000               | 260,010               |
| <b>Fire Pension Contrib.</b>     | 2,422,000             | 2,422,000             | 2,750,000             | 2,823,000             | 2,823,000             | 3,039,000             |
| <b>Police Pension Contrib.</b>   | 1,891,000             | 1,891,000             | 2,127,000             | 2,273,000             | 2,273,000             | 2,397,000             |
|                                  | <b>9,684,282</b>      | <b>9,793,158</b>      | <b>10,542,067</b>     | <b>10,976,390</b>     | <b>10,832,200</b>     | <b>11,592,658</b>     |

**Expenditures:**

|                                |                  |                   |                   |                   |                   |                   |
|--------------------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>IMRF Fund</b>               | 2,000,407        | 2,027,992         | 2,122,951         | 1,967,080         | 1,945,000         | 2,271,060         |
| <b>Employee Insurance Fund</b> | 2,794,105        | 2,868,625         | 2,984,879         | 3,320,610         | 3,201,500         | 3,468,888         |
| <b>Workers Comp. Fund</b>      | 328,770          | 323,885           | 291,927           | 320,700           | 317,700           | 156,700           |
| <b>Section 105 Contrib.</b>    | 248,000          | 249,000           | 253,000           | 272,000           | 272,000           | 260,010           |
| <b>Fire Pension Contrib.</b>   | 2,422,000        | 2,609,000         | 2,750,000         | 2,823,000         | 2,823,000         | 3,039,000         |
| <b>Police Pension Contrib.</b> | 1,891,000        | 2,023,000         | 2,127,000         | 2,273,000         | 2,273,000         | 2,397,000         |
|                                | <b>9,684,282</b> | <b>10,101,502</b> | <b>10,529,757</b> | <b>10,976,390</b> | <b>10,832,200</b> | <b>11,592,658</b> |

## **CAPITAL PLANNING**

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This section contains a description of the Village's development of its Capital Improvements Program. All building and infrastructure improvements other than annual programs as well as new and replacement equipment in excess of \$10,000 are projected as a part of this plan. These projections are used as a basis for the capital outlay in the cash flow projections and as the basis for projecting future debt issues.

A summary of the 10 Year Capital Improvements Program for 2020-2029 is contained in this section. Also included are descriptions for those capital items included in the 2020 Budget. The complete plan is a separate document that contains descriptions of all items contained in the plan along with pictures and diagrams where relevant.

## Capital Planning and Long Range Forecasting

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The Village forecasts its revenues and expenses for a three-year period as part of the budget process. This process consists of projecting:

- Operating revenues
- Non-operating revenues
- Operating expenses
- Non-operating expenses
- Capital outlay

Operating revenues represent recurring revenue whose projections are impacted by inflation, local development factors and Village Board actions. Non-operating revenues are non-recurring in nature and are generally not projected beyond the proposed budget year unless they are linked to a specific future expense. Bond proceeds would be an example of this.

Operating expenses can be broken down into the four categories of personnel, refuse, debt service and all other. Projections for the personnel category and the all other category are generally based on expected rates of inflation. Refuse expense is primarily contractual and future increases are projected based upon the existing terms of the contract with our waste hauler. Debt service is estimated using the existing debt service schedules along with any projections of future debt issuances. Note that the Village of Wilmette is a home rule municipality and, as such, has no debt limitations.

Non-operating expenses represent non-recurring items other than capital outlay. Specific consulting projects or expenses tied to specific grant revenues are examples of these expenses. These items tend to be discretionary in nature and usually are not projected into future budget years.

Projecting capital outlay is critical to the budget process since these expenditures can be irregular and large. To properly plan for such expenditures, the Village develops a 10 Year Capital Improvements Plan wherein each department projects its capital requirements over the next 10 years (this typically consists of those items in excess of \$10,000).

Beginning for Fiscal Year 2011, the Village expanded the Capital Program from five to 10 years. This expansion improves long term financial planning and recognizes the impact that significant expenditure deferrals will have on the Village of Wilmette budget.

The plan projects the future funding source of these items as well (for example, an item may be projected to be financed from bond proceeds or a specific grant). The 10 Year Capital Improvements Plan is prepared and reviewed by the Village Board as the initial step toward preparing the annual budget. The Plan is generally amended during the budget process as determinations are made for items to be moved forward or to be deferred based on current information. This Plan is the basis for projecting future capital outlay and is summarized in this section. The complete 10 Year Capital Improvements Plan includes detail descriptions for all projects programmed within the next five years, with maps and pictures where applicable. It is available for review upon request in the Finance Department.

**Village of Wilmette  
Ten Year Capital Improvements Program**

| <b>TEN YEAR CAPITAL IMPROVEMENT CATEGORY</b> | <b>2020</b>       | <b>2021</b>       | <b>2022</b>       | <b>2023-2024</b>  | <b>Five Year Total</b> | <b>2025-2029</b>  | <b>Ten Year Total</b> |
|----------------------------------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-------------------|-----------------------|
| <b>Professional Services</b>                 | 190,190           | 15,190            | 15,190            | 58,000            | <b>278,570</b>         | 134,000           | <b>412,570</b>        |
| <b>Public Facilities</b>                     | 301,300           | 1,068,400         | 276,900           | 2,131,000         | <b>3,777,600</b>       | 27,690,000        | <b>31,467,600</b>     |
| <b>Equipment</b>                             | 250,000           | 24,000            | -                 | 20,000            | <b>294,000</b>         | 420,000           | <b>714,000</b>        |
| <b>Information Technology</b>                | 104,500           | 70,000            | -                 | 40,000            | <b>214,500</b>         | 90,000            | <b>304,500</b>        |
| <b>Streets, Sidewalks &amp; Alleys</b>       | 7,966,825         | 10,385,708        | 8,566,796         | 10,759,935        | <b>37,679,264</b>      | 11,443,200        | <b>49,122,464</b>     |
| <b>Vehicles</b>                              | 1,326,600         | 1,701,000         | 704,500           | 1,901,000         | <b>5,633,100</b>       | 6,692,080         | <b>12,325,180</b>     |
| <b>Sewer Improvements</b>                    | 25,274,500        | 17,598,300        | 29,878,300        | 5,342,600         | <b>78,093,700</b>      | 17,273,000        | <b>95,366,700</b>     |
| <b>Water Improvements</b>                    | 9,549,800         | 2,689,900         | 2,842,000         | 9,416,500         | <b>24,498,200</b>      | 21,703,000        | <b>46,201,200</b>     |
| <b>Totals - All Categories</b>               | <b>44,963,715</b> | <b>33,552,498</b> | <b>42,283,686</b> | <b>29,669,035</b> | <b>150,468,934</b>     | <b>85,445,280</b> | <b>235,914,214</b>    |

**Ten Year Capital Improvement Program  
Professional Services**

|                           | <b>2020</b>    | <b>2021</b>   | <b>2022</b>   | <b>2023 &amp; 2024</b> | <b>Five- Year<br/>Total</b> | <b>2025-2029</b> | <b>Ten-Year<br/>Total</b> |
|---------------------------|----------------|---------------|---------------|------------------------|-----------------------------|------------------|---------------------------|
| Comprehensive Plan        | 175,000        | -             | -             | -                      | 175,000                     | -                | 175,000                   |
| Historic Resources Survey | 15,190         | 15,190        | 15,190        | 58,000                 | 103,570                     | 134,000          | 237,570                   |
| <b>Total</b>              | <b>190,190</b> | <b>15,190</b> | <b>15,190</b> | <b>58,000</b>          | <b>278,570</b>              | <b>134,000</b>   | <b>412,570</b>            |

| <b>Proposed Financing</b>    | <b>2020</b>    | <b>2021</b>   | <b>2022</b>   | <b>2023 &amp; 2024</b> | <b>Five- Year<br/>Total</b> | <b>2025-2029</b> | <b>Ten-Year<br/>Total</b> |
|------------------------------|----------------|---------------|---------------|------------------------|-----------------------------|------------------|---------------------------|
| General Fund- Operations     | 190,190        | 15,190        | 15,190        | -                      | 220,570                     | -                | 220,570                   |
| General Fund- Debt Financing | -              | -             | -             | -                      | -                           | -                | -                         |
| Grant Financing              | -              | -             | -             | 58,000                 | 58,000                      | 134,000          | 192,000                   |
| <b>Total</b>                 | <b>190,190</b> | <b>15,190</b> | <b>15,190</b> | <b>58,000</b>          | <b>278,570</b>              | <b>134,000</b>   | <b>412,570</b>            |

**Comprehensive Plan** 2020 \$ 175,000 Operating  
Professional Services – Community Development

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

This is a new request for 2020

**Funding History**

N/A

**Project Description & Justification**

The Village’s Comprehensive Plan helps guide the growth and development of the community. The Plan was last rewritten in 1990 and updated in 2000 and further updated with the inclusion of the Village Center Master Plan in 2010.

Since the Village’s current Plan was drafted, comprehensive plans have been broadened to include additional detail about sustainability, transportation and circulation, economic development, infrastructure, health and wellness, and culture. Given that Wilmette is a mostly built-out community, these other plan elements are very important when considering how Wilmette should guide growth and development in the next 20-30 years. In addition, all of the current Plan sections should be updated.

The comprehensive plan can be viewed online at:

**Project Update**

There is no update to this project.

**Project Alternative**

As was done in 2000, staff can oversee an update to the existing Comprehensive Plan. An update completed by staff will not have the level of detail that a consultant backed plan rewrite would, thus limiting the plan’s effectiveness in guiding growth, development and land use decisions for the next 20-30 years.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ routine or  X  non-routine?

## Community Development

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|                                  |                |                 |
|----------------------------------|----------------|-----------------|
| <b>Historic Resources Survey</b> | 2020 \$ 15,190 | Operating/Grant |
|                                  | 2021 \$ 15,190 |                 |
| - Critical                       | 2022 \$ 15,190 |                 |
| - Recommended                    | 2023 \$ 58,000 |                 |
| x Contingent on Funding          |                |                 |

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### Original Purchase Date & Cost

This is a new request for 2019

### Funding History

N/A

### Project Description & Justification

#### Background

The Historic Preservation Commission (HPC) instituted the creation of three Historical and Architectural Surveys of Wilmette neighborhoods between 1991 and 1995. Dixon & Associates were retained to survey the areas of East Wilmette, Gross Point, and Indian Hill Estates and Environs. Each survey page contains a photograph, address, listing of style, date of construction, builder, and architect, and an evaluation of its potential for listing as a local landmark or as a structure on the National Register of Historic Places. The hard copies of the Surveys are available for public use at Wilmette Village Hall in the Department of Community Development and at the Wilmette Historic Museum at 609 Ridge Road.

The Surveys have proved to be an exceptionally valuable resource for the community. The Surveys provide literally a snap shot in time. Given the increase of teardowns, a permanent record provides historical data to help in policymaking decisions. The Surveys provide a professional rating of a structure, which is relied on heavily to make a determination for local landmark status and for determining the boundaries of a possible historic district. The data provided on the style and construction has helped homeowners research their home. This in turn leads to an appreciation for historic preservation and further investment in the community.

The Secretary of the Interior's standard threshold for consideration for landmark status is the structure be at least 50 years old. A large portion of the unsurveyed area of Wilmette was constructed after World War II. Therefore these homes are now reaching the point where their historical and architectural value is coming of age. It is the HPC's desire to begin gauging the value of these homes for future protection for the Village and its residents.

A summary of the previously completed surveys and Village map are attached for reference.

#### Proposal

Conduct a three phase study that would complete the Historical and Architectural Surveys of the Village of Wilmette. In Phase I a consultant would conduct a house by house study of the area west of Skokie Boulevard. Each Structure would be photographed and entered into a database. Each structure's building permits would also be researched and included in the database, and would then

be evaluated on historical and architectural significance with a consideration of its importance as it nears the 50 year age mark.

There are 1,519 structures in this part of the Village and the estimated cost per structure is \$30. A bound version of the survey, similar to the existing surveys, would be provided along with multiple digital copies. Approximate cost is \$45,570.

Phase II would extend this same process to the rest of the Village– that part that lies east of Skokie Boulevard. In addition to completing unsurveyed areas east of Skokie, this phase would update the existing 30 year old survey and cover approximately 5,736 structures. The expectation is that several years of grant funding would be required to complete this phase of survey. Grant funding is allocated annually and Village staff will apply annually for funding until all phases are complete. The scope and timing of the project will depend on available grant funding. Approximate cost is \$172,000.

Phase III would be an intensive survey and report that would look at the subdivision history and look at potential historic district boundaries in both areas covered by phases I and II. Funding for Phase III will be requested upon the successful completion of Phase I and Phase II. Approximate cost is \$20,000

This request is based on a consultant’s cost estimate of \$30 per house for phases I and II.

**Grant Funding**

Matching grants of federal funds made available by the National Park Service, through the Illinois State Historic Preservation Office are available to Certified Local Governments in Illinois, including the Village of Wilmette. CLG Grants are available to reimburse participating CLG communities for funding projects that focus on Survey, Public Education, Planning, and National Register of Historic Places Nominations. If awarded the CLG grant, the Village will be reimbursed 70 percent of the project cost.

**Project Update**

There is no update to this project.

**Project Alternative**

Due to the scope of the project, staff does not have the time or resources to complete the survey. There is no alternative to completing the project.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ routine or  X  non-routine?

**Ten Year Capital Improvement Program  
Public Facilities Summary**

| <b>Facility Improvements</b>             | <b>2020</b>    | <b>2021</b>      | <b>2022</b>    | <b>2023-2024</b> | <b>Five- Year<br/>Total</b> | <b>2025-2029</b>  | <b>Ten-Year<br/>Total</b> |
|------------------------------------------|----------------|------------------|----------------|------------------|-----------------------------|-------------------|---------------------------|
| <b>VILLAGE WIDE</b>                      |                |                  |                |                  |                             |                   |                           |
| Roofing                                  | 35,000         | 577,000          | -              | -                | 612,000                     | -                 | 612,000                   |
| Garage Floor Coating                     | 65,000         | 43,000           | 88,000         | -                | 196,000                     | -                 | 196,000                   |
| HVAC Equipment Replacement               | -              | 28,900           | 28,900         | 38,500           | 96,300                      | -                 | 96,300                    |
| Security Enhancements                    | -              | 25,000           | 37,500         | 22,500           | 85,000                      | -                 | 85,000                    |
| <b>VILLAGE HALL</b>                      |                |                  |                |                  |                             |                   |                           |
| Carpeting Replacement                    | 33,000         | 35,000           | 30,000         | -                | 98,000                      | -                 | 98,000                    |
| Garage Ramp Replacement                  | 19,800         | -                | -              | -                | 19,800                      | -                 | 19,800                    |
| Server Room Reconfiguration              | 17,500         | -                | -              | -                | 17,500                      | -                 | 17,500                    |
| Parking Lot Restoration                  | -              | 72,500           | 72,500         | 145,000          | 290,000                     | 145,000           | 435,000                   |
| Electric Vehicle Charging Station        | -              | 18,000           | -              | -                | 18,000                      | -                 | 18,000                    |
| Interior Painting                        | -              | 70,000           | -              | -                | 70,000                      | -                 | 70,000                    |
| Village Hall Facility Improvements       | -              | -                | -              | 1,675,000        | 1,675,000                   | -                 | 1,675,000                 |
| <b>POLICE DEPARTMENT</b>                 |                |                  |                |                  |                             |                   |                           |
| Window Replacement                       | -              | 40,000           | -              | -                | 40,000                      | -                 | 40,000                    |
| New Police Station                       | -              | -                | -              | 250,000          | 250,000                     | 27,500,000        | 27,750,000                |
| <b>FIRE DEPARTMENT</b>                   |                |                  |                |                  |                             |                   |                           |
| Garage Floor Rehabilitation              | 101,000        | -                | -              | -                | 101,000                     | -                 | 101,000                   |
| Fire Station #27 Boiler Replacement      | -              | 78,000           | -              | -                | 78,000                      | -                 | 78,000                    |
| Fire Station #27 Window Replacement      | -              | 50,000           | -              | -                | 50,000                      | -                 | 50,000                    |
| Fire Stations Facility Study             | -              | -                | -              | -                | -                           | 45,000            | 45,000                    |
| <b>VILLAGE YARD</b>                      |                |                  |                |                  |                             |                   |                           |
| Interior Floor - Removal and Refinishing | 30,000         | -                | -              | -                | 30,000                      | -                 | 30,000                    |
| HVAC Compressor Replacement              | -              | 20,000           | 20,000         | -                | 40,000                      | 33,000            | 73,000                    |
| Server Room HVAC                         | -              | 11,000           | -              | -                | 11,000                      | -                 | 11,000                    |
| <b>Total</b>                             | <b>301,300</b> | <b>1,068,400</b> | <b>276,900</b> | <b>2,131,000</b> | <b>3,777,600</b>            | <b>27,690,000</b> | <b>31,467,600</b>         |

| <b>Proposed Financing</b>    | <b>2020</b>    | <b>2021</b>      | <b>2022</b>    | <b>2023-2024</b> | <b>Five- Year<br/>Total</b> | <b>2025-2029</b>  | <b>Ten-Year<br/>Total</b> |
|------------------------------|----------------|------------------|----------------|------------------|-----------------------------|-------------------|---------------------------|
| General Fund- Operations     | 301,300        | 491,400          | 276,900        | 206,000          | 1,240,600                   | 190,000           | 1,430,600                 |
| General Fund- Debt Financing | -              | 577,000          | -              | 1,925,000        | 2,537,000                   | 27,500,000        | 30,037,000                |
| Grant Financing              | -              | -                | -              | -                | -                           | -                 | -                         |
| <b>Total</b>                 | <b>301,300</b> | <b>1,068,400</b> | <b>276,900</b> | <b>2,131,000</b> | <b>3,777,600</b>            | <b>27,690,000</b> | <b>31,467,600</b>         |

**Roofing** (excludes C.P. Dubbs Water Plant and Water Pumping Facilities)

Public Facilities–Village-Wide

|   |                       |           |           |
|---|-----------------------|-----------|-----------|
|   | 2020                  | \$ 35,000 | Operating |
|   | 2021                  | \$577,000 | Bond      |
| X | Critical              |           |           |
| - | Recommended           |           |           |
| - | Contingent on Funding |           |           |

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**Original Purchase Date & Cost**

N/A

**Funding History**

2018 - \$169,675 -Roof Replacement at Historical Museum

2017 - \$518,478 -Roof Replacement at Village Hall

2015 - \$215,535 -Roof Replacement at Police Department

**Project Description & Justification**

Weathering of roofs requires annual maintenance and repair in order to ensure their integrity. In addition to the routine annual maintenance, a roofing consultant is retained to assess the condition of the roofs at various Village facilities.

FY 2020 - \$35,000: Roof repairs and maintenance at the Public Works Facility (South Garage). The nature of repairs is routine maintenance. This is a metal roof construction roof (31,636 square feet). The projected cost is for repair of 51 penetration locations, encompassing a perimeter of 422 feet and 275 square feet. All fasteners along a total of 1,200 linear feet will also be tightened and sealed. The findings were based on inspection/survey conducted in 2019.

FY 2020 - \$577,000: Roof Replacement at the Public Works Facility truss garage –barrel roof structure (\$408,000 -Roof Area 1) and flat portions (\$169,000 –Roof Area 2) over the department storage areas. The truss garage roof (16,200 square feet) is recommended for replacement in 2020 based on findings from a survey conducted by a roofing consultant in July 2016. While the truss garage was constructed in the 1950s, the existing roof is not original to the building (approx. 20-25 years of age). Roof Area 1 is comprised of a granule surfaced modified bitumen cap sheet installed over an existing smooth built-up roof system. Likewise, Roof Area 2 is comprised of an aggregate surfaced built-up roof. The existing roof area(s) has reached the end of its service life, there are several areas that have already failed (i.e. displacement of cap sheet, open laps in the field plies, gaps below flange– entry point for water) and should be replaced if the building is to be retained.

No additional roof replacements are recommended over the upcoming 10-year period.

**Project Update**

The budget projection was updated from a roof survey conducted in July 2016 and reflects a 5% increase for labor and material costs (2.50% in 2017 and 2018). The annual \$20,000 in roof maintenance expense is now included in the annual budget and was removed from the CIP.

## Project Alternative

If roof replacements are not completed, the roofs will continue to deteriorate resulting in leaks which could cause mold and structural damage. As an alternate option, the Public Works truss garage could be rehabilitated at a projected savings of 50% as compared to the cost of a complete tear-off and new installation. Rehabilitation provides a shorter warranty period (15 to 20-years) as compared to a new roof (30-years). Staff will also consider “green” roofs where applicable, however, it is anticipated that the green roof cost would be at greater cost (150-200%) than a conventional style roof. Temporary repairs are not recommended on the barrel truss roof at the Village Yard because of their respective ages. Temporary repairs are possible for the Historical Museum roof when active leaks develop.

## Operating Budget Impact

Is this purchase \_\_\_\_\_ routine or  non-routine?

| NON-ROUTINE       |                                                                                                            |
|-------------------|------------------------------------------------------------------------------------------------------------|
| Maintenance Costs | All maintenance expenditures are included in various accounts in 11342035, approximately \$20,000 annually |
| Personnel Costs   | None                                                                                                       |
| Training Costs    | None                                                                                                       |

*Engineering and Public Works– Buildings & Grounds*

|                             |      |          |           |
|-----------------------------|------|----------|-----------|
| <b>Garage Floor Coating</b> | 2020 | \$65,000 | Operating |
|                             | 2021 | \$43,000 |           |
|                             | 2022 | \$88,000 |           |

Public Facilities

- Critical
- X Recommended
- Contingent on Funding



**[Public Works Facility-Fleet Garage]**  
\$65,000



**[Public Works Facility-Wash Bay]**  
\$43,000



**[Village Hall Garage Floor]**  
\$88,000

**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

This project will cover the cost to install a 3/16-inch thick epoxy coating over the existing floor in the garage areas at the Public Works Facility – Fleet Maintenance (2020), Wash Bay (2021) and the Village Hall (2022). The Fleet Maintenance garage floor was added to the 2019 CIP Budget after recent completion of the in-ground vehicle hoists project (\$211,294, YR 2018). The existing concrete floor (approximately 11,000 sq. feet) is original to the garage and has been painted on several occasions but never coated with an epoxy floor product. Floor paint is short lived and less durable as compared to an epoxy floor coating which also provides a higher level of protection. Likewise, the floor at the Public Works Facility– Wash Bay (manual and automated sides) is original to its construction in 2009; however, the floor was never coated and has been exposed to premature aging and wear and tear from continual vehicle wash cycles and salt residue from each winter season. Lastly, the garage floor at Village Hall is original to the building construction and shows signs of sprawling and cracking and the epoxy coating will temper the rate at which the floor is deteriorating and extend its useful life.

**Project Update**

The Fleet Garage floor was newly added as part of the 2019 CIP Budget process whereas the Wash Bay Facility and Village Hall Garage floor have been deferred from 2019 and 2020 to 2021 and 2022 respectively. The cost has increased approximately 10% from pricing obtained two years ago.

## Project Alternative

The alternative is to phase in portions of the floors in smaller sections and over several years. However, this option would be more costly and deferring this project until later years, will increase the rate of deterioration and shorten the life of the floors.

## Operating Budget Impact

Is this purchase  routine or  non-routine?

| NON-ROUTINE       |                                                                           |
|-------------------|---------------------------------------------------------------------------|
| Maintenance Costs | All maintenance expenditures are included in various accounts in 11342035 |
| Personnel Costs   | None                                                                      |
| Training Costs    | None                                                                      |

*Engineering and Public Works – Buildings & Grounds*

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|                                     |      |           |           |
|-------------------------------------|------|-----------|-----------|
| <b>HVAC Equipment Replacement</b>   | 2021 | \$ 28,900 | Operating |
| Public Facilities–Historical Museum | 2022 | \$ 28,900 |           |
|                                     | 2023 | \$ 38,500 |           |

- Critical  
X Recommended  
- Contingent on Funding

---

**Original Purchase Date & Cost**

N/A –Museum addition completed in 2014 (15+ years)

**Funding History (repairs)**

2018 - \$1,781.13  
2017 - \$2,846.52  
2016 - \$1,130.88  
2015 - \$3,003.51

**Project Description & Justification**

This request is for replacement of the HVAC equipment, located at the Historical Museum, phased over a three-year period. This facility has five (5) heating/cooling systems with major components consisting of gas fired furnaces and condensing units of varying efficiency sizes. The existing units are 15+ years of age, approaching the end of their expected serviceable life, and should be preventively replaced to avoid a situation where parts or R-22 Freon is no longer available for servicing.

Under both scenarios, immediate replacement would be required, which would place the Village at a disadvantage with demand pricing for replacement, and more importantly, the facility may be uninhabitable until units are repaired and/or replaced. Likewise, these units are most likely to fail when they are needed most (i.e. extreme hot or cold weather situations), presenting a true emergency for all involved, which could result in irreplaceable losses of the historical building’s contents (i.e. historic items, displays, exhibits, records etc.). Not including additional damage to the building structure, either from excessive heat/moisture (mold growth) or frozen plumbing lines and fixtures. If a temporary heating or cooling solution were needed in the interim, this would be an added cost and inconvenience to staff and visitors until a new system could be ordered and installed.

FY 2020 - \$28,900

Replace two split systems, located in the basement.

FY 2021 - \$28,900

Replace two split systems, located in the second floor attic.

FY 2022 - \$38,500

Replace packaged system unit located on flat roof (new building addition)

**Project Update**

This is a new project submitted as part of the 2020 CIP Budget.

**Project Alternative**

Defer and schedule over later year(s) with risk of sudden failure and replace the units as they breakdown or become unrepairable. While this method may seem acceptable, please note we will be paying for labor to remove and replace items surgically which will include opening and closing different areas of the physical building multiple times on a time and material (T&M) basis which may likely prove to be more costly than a scheduled replacement.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| NON-ROUTINE       |                                                                           |
|-------------------|---------------------------------------------------------------------------|
| Maintenance Costs | All maintenance expenditures are included in various accounts in 11342035 |
| Personnel Costs   | None                                                                      |
| Training Costs    | None                                                                      |

|                                |      |          |           |
|--------------------------------|------|----------|-----------|
| <b>Security Enhancements</b>   | 2021 | \$25,000 | Operating |
| Public Facilities–Village-Wide | 2022 | \$37,500 |           |
|                                | 2023 | \$22,500 |           |
| - Critical                     |      |          |           |
| X Recommended                  |      |          |           |
| - Contingent on Funding        |      |          |           |

---

**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

In response to concerns presented by recent events in municipal buildings throughout the country, the Police Department performed a security assessment of Village facilities. The assessment provided a number of recommendations to improve the security of the facility as well as the security of Village employees and customers.

**2020** – Installation of a video camera system at the east and north gates of the Public Works facility. All after-hours activity at the Public Works facility would be digitally recorded and dispatch personnel would be able to monitor live activity at the facility. This request is for \$25,000.

**2021** – Installation of a card reader system at the Public Works facility coincides with gate replacement to replace the current punch code system for the entrance gates. In addition to the gates, the main entrance to the facility would also have a reader installed to control access to the building. Employees would be required to swipe a card through a magnetic reader that would activate the automatic gate opener or unlock the entrance doors. This request is for \$37,500.

**2022** – Installation of security cameras for the interior and exterior of the Metra Station to deter vandalism. Since 2006, the Village has experienced 30 cases of graffiti and vandalism both in the interior and exterior of the Metra Station. One of the most costly acts included graffiti etched into most of the station windows, which had a replacement cost of \$10,000. After reviewing this problem with the Police Department, it was suggested that security cameras be installed as a deterrent and a mechanism to assist in the apprehension of offenders. The frequency of the illegal activities increases during the winter months when the station is open longer hours and during times when the ticket agent is absent. This security system will not be monitored by the Police Department, but it will record activity for the Police Department’s use during investigations. This request is for \$22,500.

**Project Update**

This project has been deferred for one year as staff will look to explore and assess alternate vendors.

**Project Alternative**

Delay the project to future years.

**Operating Budget Impact**

Is this purchase \_\_\_ *routine* or X *non-routine*?

| NON-ROUTINE       |                  |
|-------------------|------------------|
| Maintenance Costs | \$1,000 per year |
| Personnel Costs   | None             |
| Training Costs    | None             |

## Engineering and Public Works- Buildings and Grounds

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|                                  |      |                                             |           |
|----------------------------------|------|---------------------------------------------|-----------|
| <b>Carpeting Replacement</b>     | 2020 | \$33,000 (Village Hall- first floor, 50%)   | Operating |
| Public Facilities - Village Hall | 2021 | \$35,000 (Village Hall- first floor, 50%)   |           |
|                                  | 2022 | \$30,000 (Village Hall- second floor, 100%) |           |

- Critical
  - X Recommended
  - Contingent on Funding
- 

### Original Purchase Date & Cost -

Village Hall (first floor) -existing carpet was installed in 2000 as part of the larger remodeling project (see photos below).



Village Hall (second floor) – estimated to be 20+ years of age

### Funding History

N/A

### Project Description & Justification

The carpeting on both sides of the first floor at Village Hall (i.e. Finance Department and Community Development/Engineering Departments) is in poor condition, attributed to 17 years of heavy traffic use. The carpet is 8 years past its expected useful life of 10 years and is unrepairable according to multiple carpet professionals that have been out to assess it. Likewise, the carpeting on the second floor is 10+ years past its expected useful life. Total replacement, at this point, is deemed the most prudent solution for each floor.

In terms of condition, there are multiple areas of delamination, seam failure and pull back on both sides of the first floor. The intended goal is to replace the typical rolled carpeting with removable carpet tiles. This application is recommended based on feedback obtained for a similar project completed at Fire Station 26 in 2015. Carpet tiles eliminate future seam failures according to carpet

professionals and afford greater flexibility with replacement of any worn or damaged tiles on an as needed basis, extending the life of the carpet overall.

Additionally, carpet tiles will require less disruption to Department operations during installation as not all of the furniture would need to be moved at one time which is typically required with a conventional rolled carpet installation. Instead, workers can lift individual pieces of furniture and install tiles as they go along, thus minimizing disruption to employees.

**Project Update**

The project was originally spread out over two years (2017 and 2018) and has been deferred to 2019 and 2020 (first floor). The second floor is scheduled for 2021 and has a lower replacement cost due to a smaller footprint.

**Project Alternative**

Defer the project and schedule over later years while carpeting continues to deteriorate or schedule the project over additional years. As an alternate third option, conventional rolled carpet could be installed at a lower cost upfront, but staff would not be able to make future spot repairs of heavily worn areas as easily without the replaceable carpet tiles. Installation would also be more expensive and time consuming having to be scheduled on the weekend or evening hours due to the manpower needed to take apart and move all of the office furniture, computer equipment and electrical disconnect and reconnect costs.

**Operating Budget Impact**

Is this purchase   X   *routine* or    *non-routine*?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

**Garage Ramp Replacement**

2020

\$19,800

Operating

Public Facilities–Village Hall

- Critical
- X Recommended
- Contingent on Funding

**Original Purchase Date & Cost**

1973

**Funding History**

N/A



**Project Description & Justification**

This project will replace the ramp to the underground garage at the Village Hall. The ramp is constructed of concrete and showing signs of deterioration. The expected remaining life of the ramp is approximately five years. The ramp’s condition is getting progressively more uneven and heaving more every year, making it very cumbersome for bi-weekly dumpster refuse removal and regular deliveries from vendors using pallet jacks. This presents a safety issue for trip and fall accidents for employees and vendors.

**Project Update**

This project has been deferred for the past three years and there are no further updates.

**Project Alternative**

If the ramp is not replaced, patching and grinding can be performed on a temporary basis at a projected cost of \$4,000, however, the temporary repairs will not address larger sections which need to be replaced due to heaving and settling.

**Operating Budget Impact**

Is this purchase  routine or  non-routine?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

**Village Hall Server Room Reconfiguration**

2020 \$ 17,500 Operating

Public Facilities- Village Hall

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A –New Request as part of 2018 CIP Budget process.

**Funding History**

N/A

**Project Description & Justification**

This request is for new installation of a standalone air-conditioning (AC) system for the server room at the Village Hall. An interior wall will be removed and the room will be disconnected from the rest of the building HVAC in order to provide a stable, cool operating environment for the Village’s technology investments.

Currently, the only air-cooling is supplied by the building’s HVAC system, which for a portion of the year is inadequate for maintaining cool temperatures to protect the server and other computer hardware equipment including the battery backup system from damage/failure due to overheating. Many times throughout the year, Facilities staff is contacted by the Administrative Services Department for high temperature situations where the equipment starts to show audible signs of overheating which can lead to damage or failure of the components in the room.

Under the current arrangement, building and grounds staff has to manually start the building chiller and/or open the window in the room (if it’s cold enough), which allows dust and contaminants into the server area. Currently there is a box fan running 24 hours a day to re-circulate the available cool air and try and keep the equipment cool. We have tried to increase the cooling capacity by cutting of the re-heat variable air volume (VAV) to area resulting in a no-heat situation for Administrative Services personnel occupying the office adjacent to the server room. This attempt by building and grounds staff to keep the server equipment cool is not only making the chiller run when it normally wouldn’t, thus decreasing the life of a very expensive unit but it also relies on personnel being in the building that can perform this manual override, leaving the weekends and holidays open to unattended overheating. Even with these attempts to cool the room adequately, building and grounds staff will still get many calls for the room being too warm for the server.

With critical technology investments operating 24/7, it is recommended to separate the room from the rest of the building HVAC system and give the room a standalone and reliable year round source of cooling to standard server room temperatures of around 40 degrees. In addition, the new cooling system would be placed on the emergency generator panel providing cooling in the event of a power outage.

This is a similar arrangement as to server facilities at the Police station and Public Works Facility.

**Project Update**

This project was deferred in 2018.

**Project Alternative**

Continue with the makeshift cooling system requiring Facilities staff to detect and manually correct overheat situations with server equipment vulnerable to failure and shortened life spans.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| NONROUTINE        |                                                                           |
|-------------------|---------------------------------------------------------------------------|
| Maintenance Costs | All maintenance expenditures are included in various accounts in 11342035 |
| Personnel Costs   | None                                                                      |
| Training Costs    | None                                                                      |

|                                   |      |          |           |
|-----------------------------------|------|----------|-----------|
| <b>Parking Lot Paving Program</b> | 2021 | \$72,500 | Operating |
| Public Facilities-Village-Wide    | 2022 | \$72,500 |           |
|                                   | 2023 | \$72,500 |           |
|                                   | 2024 | \$72,500 |           |

- Critical
- X Recommended
- Contingent on Funding

**Original Purchase Date & Cost**

Unknown

**Funding History**

N/A

**Project Description & Justification**

The purpose of this program is to rehabilitate parking lots maintained by the Village.

The Village currently maintains 18 parking lots. The goal for this program is to rehabilitate one parking lot per year or as needed. The typical scope of work includes removing the existing pavement and paving hot-mix asphalt. This work would also include spot pavement base repairs, spot sidewalk and curb replacements, utility structure adjustments, restoration, and pavement striping. The engineering designs will regrade and restripe the parking lot pavement in order to improve site drainage and meeting ADA requirements.



The 2020 program will focus on repaving the Village Hall parking lot. The existing pavement was last resurfaced in 1998 and is at the end of its expected service life. Also in 2020, Engineering will inspect the entire parking lot inventory in order to develop a new database for this program.

**Project Update**

This is a new program request as part of the 2020 CIP budget. This parking lot was deferred from the 2019 CIP to 2020 and includes an approximate 3% increase.

**Project Alternative**

The alternative is to let the pavement in parking lots fail and organize a full reconstruction in the future. A parking lot reconstruction would consist of removing and replacing the pavement and stone base, any curbs, and constructing sewer improvements. Reconstruction would be approximately double the cost in comparison to this request. This alternative option would extend the current pavement life by about 25 years (compared to 20 years for pavement replacement

only). As another alternative, Village staff can pursue grant opportunities for green or permeable pavement integration.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_*routine* or  X  *non-routine*?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

**Electric Vehicle Charging Station**

2021

\$18,000

Operating

Public Facilities–Village-Wide

- Critical
  - Recommended
  - X Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

This request is to purchase and install an Electric Vehicle Charging Station in downtown Wilmette.

This charging station will be weatherproof, commercial grade and can be wall- or pedestal-mounted with one or two charging ports. The station shall have retractable cables to prevent trip hazards, freezing to the ground, or damage from being run over by vehicles. Village staff would be able to remotely access the station for troubleshooting and diagnostics, and the station is able to remain functional if connection to the network is lost.



*Example of a pedestal-mounted, two-port charging station, courtesy Carbon Day Automotive.*

The charging station would be accessible to the public 24-hours a day, but may be subject to existing parking time restrictions. Global charging stations are compatible with all electric vehicle models. Depending on the type of battery, charging time can range anywhere from about 30 minutes to a full day. The Village would set the rate and determine if users would pay for the station per hour or per session. Users would be able to pay via multiple methods, potentially including credit card or smartphone. The Village would recover all revenue generated from the charging station, which would pay for ongoing annual costs.

Pedestal-mounted charging stations typically have a higher installation cost than wall-mounted units. Additionally, dual-port stations cost more than single-port stations. A pedestal-mounted station with two charging ports will cost approximately \$10,000 with an installation cost estimated at \$8,000. A data plan would be required, and would be an ongoing annual cost. Limited-time warranty costs are typically included with the purchase of a charging station; extended warranties can be added for an additional cost at the time of purchase. If approved, staff recommends looking for a joint purchasing opportunity or issuing an RFP to ensure competitive pricing.

Currently, nearby electric vehicle charging stations are located on Central Street in Evanston, on Golf Road in Skokie, and on Willow Road in Northfield. Positioning an electric charging station in the Central Business District may have ancillary benefits, such as attracting customers to local businesses and restaurants while their car is charging.

**Project Update**

This was a new project request as part of the 2019 CIP Budget and there are no further updates.

**Project Alternative**

This project can be deferred until later year(s).

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ *routine* or  X  *non-routine*?

| NON-ROUTINE       |                |
|-------------------|----------------|
| Maintenance Costs | \$250 per year |
| Personnel Costs   | None           |
| Training Costs    | None           |

|                                |      |          |           |
|--------------------------------|------|----------|-----------|
| <b>Interior Painting</b>       | 2021 | \$70,000 | Operating |
| Public Facilities–Village Hall |      |          |           |
| - Critical                     |      |          |           |
| - Recommended                  |      |          |           |
| X Contingent on Funding        |      |          |           |

**Original Purchase Date & Cost**  
N/A

**Funding History**  
N/A

**Project Description & Justification**

This project entails patching and painting of the entire first floor at the Village Hall. The first floor of the Village Hall was renovated in 2001 (Community Development and Engineering) and 2005 (Finance and IS) which included painting. The area has not been repainted since then. It is recommended to paint walls every seven years. The work will be performed by outside contractors due to the large amount of work and lack of in-house personnel.

**Project Update**

This item has been deferred to 2020.

**Project Alternative**

Deferring this project further will result in the deterioration of the walls and doors. As an alternative, interior painting could be phased in over 2-3 years instead of one large project. For example, the phasing could include: 1) front counter areas 2) hallways or common areas 3) individual offices 4) conference rooms. However, potential cost savings from a larger project (i.e. economies of scale) may be lost.

**Operating Budget Impact**

Is this purchase *routine* \_\_\_ or X *non-routine*?

| NON-ROUTINE       |                |
|-------------------|----------------|
| Maintenance Costs | \$100 Annually |
| Personnel Costs   | 0              |
| Training Costs    | 0              |

*Engineering and Public Works– Buildings & Grounds*

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|                                |                       |             |      |
|--------------------------------|-----------------------|-------------|------|
| <b>Facility Improvements</b>   | 2023                  | \$1,675,000 | Bond |
| Public Facilities–Village Hall |                       |             |      |
| -                              | Critical              |             |      |
| -                              | Recommended           |             |      |
| X                              | Contingent on Funding |             |      |

---

**Original Purchase Date & Cost**

1974

**Funding History**

N/A

**Project Description & Justification**

The project, referred to as Phase III, completes the improvement project to the Village Hall that began in 1998.

Phase I of Village Hall Improvements, completed in 2001, focused on the Community Department and Engineering Departments. A new conference room, referred to as the Village Board Conference Room, was also included in Phase I. Phase II of the project, completed in 2005, consisted of renovations to the Finance Department and Information Technology areas as well as the lobby and main staircase. The chairs around the dais in the Council Chambers were also replaced.

Phase III will focus on the remaining unimproved areas on the second floor including the Council Chambers and private office space. This will complete the improvements to the Village Hall. The second floor improvements include: new carpeting, furniture in the private offices and redesigning the Council Chambers including replacing the audience seating and adding a new conference room.

**Project Update**

Project has been deferred to 2022.

**Project Alternative**

Defer improvements to a later date or execute project in stages, beginning with improvements to the Council Chambers and meeting room.

**Operating Budget Impact**

Is this purchase \_\_\_ routine or X non-routine?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | TBD  |
| Personnel Costs   | None |
| Training Costs    | None |

---

|                                          |      |          |           |
|------------------------------------------|------|----------|-----------|
| <b>Police Station Window Replacement</b> | 2021 | \$40,000 | Operating |
|------------------------------------------|------|----------|-----------|

Public Facilities-Police

- Critical
- X Recommended
- Contingent on Funding

---

**Original Purchase Date & Cost**  
1968

**Funding History**  
N/A



**Project Description & Justification**

On October 19, 2015 Facility and Police Supervisors, walked the Police Station to make security recommendations in response to incident 15-12264 which occurred on 10/17/15. The offender made threats to the Police and was able to break out two glass doors in less than 10 seconds before being subdued by Officers. The Offender was seconds away from gaining untethered access to the Police Facility if it were not for the fortune of having two Officers in the general area at the time. In 2016 three doors were replaced and a Door Control Access system installed.

Several residential grade exterior double hung windows have been replaced over the years due to being porous and inoperability. Several inoperable and unsafe ground level windows remain, however it is recommended that they be replaced with commercial grade stationary awning windows with tempered laminate tinted glass.

The recommendations are as follows:

- Replace four north facing double hung windows with safety glass and tinting. These are office windows and are occupied at all times of the day and night. This would allow personnel to see when someone is approaching the facility and walkways.
- Replace two west facing ground level windows in roll call with safety glass and tinting
- Replace four west facing ground level windows in the men’s locker room and washroom with safety glass and frosting.
- Replace three south facing ground level office windows with safety glass and tinting. One of these Office windows is utilized primarily during business hours. The other two windows are the Police Social worker windows which are utilized during day and evening hours for private consultations.

- Tint the five second story detective bureau windows. These office spaces are utilized during all hours of the day and are highly visible from the rear of the station.
- Tint the two ground level windows on the eastside of the station in Chief's office.
- Tint the one north facing ground level bay window in the Chief's Office.

**Project Update**

This project had been deferred since 2017.

**Project Alternative**

Defer replacement until later years.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

|                           |                    |               |
|---------------------------|--------------------|---------------|
| <b>New Police Station</b> | 2024 (space needs) | \$ 250,000    |
|                           | 2025 (design)      | \$ 2,500,000  |
|                           | 2026               | \$ 25,000,000 |
|                           |                    | Bond          |

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

|               |           |
|---------------|-----------|
| 1968          | \$400,000 |
| 1986 Addition | \$600,000 |

**Funding History**

N/A

**Project Description & Justification**

The current police facility was opened 50 years ago, in 1968. The cost of construction was \$400,000 and the building provided 16,632 square feet of space. There were 38 Police Officers and 6 civilians employees. In a published report at the time, the Village Manager said the new facility was built to meet the needs of the Wilmette Police for the next 25 years. His projection proved fairly accurate. In 1986 an addition was added to the south end of the facility, providing a female locker room, sally port for prisoner intake, additional offices, a fitness facility, and additional storage space for records and evidence. This addition cost \$600,000 and provided an additional 3,500 square feet of space. At that time there were 43 Police Officers and 20 civilian employees.

Space need studies were conducted in 2002 and 2007 and approximately 50,000 square feet was recommended to meet the needs and service levels of the community. An increased need for space to improve function, workflow, circulation, and security were all acknowledged. Additionally, upgrades were identified to bring the facility into compliance with regulatory requirements and recommendations. Evidence in all major crimes must be stored indefinitely. Existing jail cells do not meet minimum standards. The existing facility is not ADA compliant. Workstations do not meet OSHA standards, and existing ventilation and filtering systems fail EPA regulations. State and local building codes requirements have also intensified.

There are 44 sworn officers and 22 civilian employees. The department makeup is approximately 25% female, including both sworn and civilian employees. In addition to employee demographic changes, service expectations and technological advances also drive the need for a new facility. Some of the deficiencies include:

- The public entrance is not clear or easy to find.
- Privacy space for citizens making reports.
- The Police Department is the Village’s designated Emergency Operations Center. More space is required and should be specifically equipped for emergency management.

- Currently, clients must walk through the building and secure areas to meet with the social worker. This defeats the intent of having confidential meetings with residents.
- Inadequate visitor and employee parking on this site.
- The Communications Center is too small.
- The women’s and men’s locker rooms are too small.
- Nine supervisors share office space with other people. Only the chief and two deputy chiefs can meet privately with employees.
- There is no conference room for group meetings.
- Accessible space is needed for public meeting and training purposes. Presently, meeting attendees must travel through secured work area to reach the basement meeting room and the room is not easily accessible to persons with a disability.
- Space and layout for criminal and juvenile investigations are inadequate.
- Currently there is only one private interview room in the entire station.
- Evidence processing and storage space required.
- Indoor parking for Village vehicles is needed.
- Indoor firing range replacement parts are no longer available.

**Project Update**

A Land Use Study and updated Space Needs Study in 2024 will be required. The Village continues to explore land acquisition opportunities. Costs for a potential land acquisition are not included in the project estimates above. All cost figures are highly preliminary and subject to change.

**Project Alternative**

Expanding existing structure. This presents significant issues as it will not adequately address space, parking, work flow, technological issues or security requirements.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

|                                    |      |                       |           |
|------------------------------------|------|-----------------------|-----------|
| <b>Garage Floor Rehabilitation</b> | 2020 | \$39,000 (Station 27) | Operating |
| Public Facilities–Fire Station     |      | \$62,000 (Station 26) |           |

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

Station 26-1964  
Station 27-1958



**Funding History**

N/A

**Project Description & Justification**

Station 26 has approximately 7,100 square feet of apparatus floor space and Station 27 has 4,380 square feet. The proposed work includes self-leveling and coating substances applied to both floors that will fill and seal cracks and other damage. The surface to be applied is a non-skid epoxy that protects against impact, abrasion and mild chemicals.

In 2006, the fire stations were remodeled. However, the scope of work did not include repair and resurfacing of the apparatus bays. The floors in both garages are deteriorating due to damage from chemicals and heavy use. The proposed repair work will prevent more costly work from being needed in the future. The existing concrete floors were installed during original construction in 1958 and 1964. Heavy use over time has deteriorated the surface, making the floors uneven, slippery, and have raised cracks and pot holes. Fire Station 26 annually hosts dozens of public education tours/events that bring residents and guests to the fire station apparatus bay, including approximately 2,000 open house attendees.

**Project Update**

This project has been deferred since 2013 and the cost has increased by approximately 10% from quoted pricing obtained two years ago.

**Project Alternative**

The only alternatives at this time are to not repair the floors or delay the project and completely replace the floors when the condition warrants. An attempt to patch the holes in 2014 worked for about a month before becoming dislodged. Saw cutting of larger areas, removal of debris, pouring of new concrete and caulking of open joints would be a less costly option of \$5,000; however, does not include cost of coating/sealing the floor and does not address the non-skid issues.

## Operating Budget Impact

Is this purchase \_\_\_ *routine* or X *non-routine*?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

**Fire Station #27 Boiler Replacement**                      2021                      \$78,000                      Operating  
 Public Facilities–Fire Station

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**  
 1988

**Funding History**

2008- \$3,000 in repairs for the igniter box and starter motor  
 2009- \$2,500 in repairs for the main control that allows the unit to fire up the main burner  
 2019- \$ 763 in repairs to replace power flame burner

**Project Description & Justification**

This project is for the replacement of the boiler at Fire Station 27. The boiler is 33 years old and provides the main source of heat for the Fire Station. The expected service life of a boiler is between 20 and 25 years. This boiler has exceeded its useful service life and uses outdated and inefficient technology. It should also be noted that since the remodeling of the station in 2005, the boiler became oversized as the building’s load was reduced to half of what it used to be. If it were replaced with a new high recovery efficient boiler (90+ rated), appropriately sized for the actual load, there would be several benefits realized including 1) a significant reduction in natural gas usage, 2) reduction in emissions to the environment and 3) noticeable reduction in the gas costs to heat the building.

**Project Update**

The budget amount was reduced from \$118,000 to \$78,000 after review of project estimates from area vendors. This project has been deferred since 2008.

**Project Alternative**

If the boiler is not replaced, repairs will be made until parts are no longer available and then replaced on an emergency basis. If the boiler tank ruptures this will require an emergent repair at a potentially higher price and a longer wait time for receipt of new boiler and install, leaving the living areas of the station without their primary heating system.

**Operating Budget Impact**

Is this purchase \_\_\_ routine or X non-routine?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

**Station # 27 Window Replacement**      2021      \$50,000      Operating  
 Public Facilities–Fire Station

- Critical
  - Recommended
  - X Contingent on Funding
- 

**Original Purchase Date & Cost**  
 1962

**Funding History**

N/A



**Project Description & Justification**

This project is for the replacement of the original (1962) picture windows at fire station #27.

In 2006, both fire stations were remodeled. However, the scope of work did not include replacement of the original picture windows at Fire Station #27. The windows are inoperable. These windows will be replaced with energy efficient windows.

**Project Update**

This project has been deferred since 2006, in 2017, the price increased from \$45,000 to \$50,000 due to labor and material costs.

**Project Alternative**

The alternative is to leave the original windows in place.

**Operating Budget Impact**

Is this purchase \_\_\_ routine or X non-routine?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

---

|                                                |      |           |           |
|------------------------------------------------|------|-----------|-----------|
| <b>Interior Floor –Removal and Refinishing</b> | 2020 | \$ 30,000 | Operating |
|------------------------------------------------|------|-----------|-----------|

Public Facilities–Public Works Facility (1995 building addition)

- Critical
  - X Recommended
  - Contingent on Funding
- 



**Original Purchase Date & Cost**

N/A –Building addition completed circa 1995 (25+ years)

**Funding History (repairs)**

N/A

**Project Description & Justification**

The original raised tile floor (rubber construction) located at the Public works Facility (i.e. 1995 building addition) has been deteriorating for the past 5-10 years and is in need of replacement with a modern and sustainable finished floor system. The existing floor system’s anti-slip qualities are severely worn down if not completely gone and tiles are lifting and curling up in a few areas. Attempts have been made in the past to repair these areas with limited success due to an expansion joint along the west window wall line. Staff obtained a proposal for the removal of the old flooring system and the installation of a three part, highly durable, epoxy floor coating system with an anti-slip finish.

The expected useful life of an epoxy floor system is 30+ years with regular floor care. The epoxy coating will also mesh well with the expansion joint movement and will not peel or curl-up prematurely. There is a similar system that was installed at Fire Station 26 in 2005 in the Fire Gear locker room which has held up well for the last 14+ years.

## Project Update

This is a new request submitted as part of the 2020 CIP Budget process.

## Project Alternative

Defer replacement and make additional attempts to repair the lifted and curled tiles, albeit, there will be difficulty in dealing with subfloor construction and expansion joint location. Also, it has been difficult sourcing rubber floor tiles of same era and color. There are no repair options to address the worn anti-slip surface of existing floor system. The second alternative would be source a less costly floor system alternative, however, not recommended as long-term performance not likely to hold up due to a high volume of daily pedestrian traffic through this corridor of the building.

## Operating Budget Impact

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| NON-ROUTINE       |                                                                           |
|-------------------|---------------------------------------------------------------------------|
| Maintenance Costs | All maintenance expenditures are included in various accounts in 11342035 |
| Personnel Costs   | None                                                                      |
| Training Costs    | None                                                                      |

|                                    |      |          |           |
|------------------------------------|------|----------|-----------|
| <b>HVAC Compressor Replacement</b> | 2021 | \$20,000 | Operating |
| Public Works Facility              | 2022 | \$20,000 |           |

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

This budget request is to replace the compressors at the Public Works Facility. The compressors compress gas refrigerant into a liquid form and pressurize the air conditioning system. The age and recommended replacement schedule for the Public Works Facility is as follows:

**Public Works Facility**

| <u>Compressor No.</u> | <u>Year Installed</u> | <u>Proposed Replacement</u> | <u>Replacement Cost</u> |
|-----------------------|-----------------------|-----------------------------|-------------------------|
| 1                     | 2007                  | 2021                        | \$10,000                |
| 2                     | 2008                  | 2022                        | \$10,000                |
| 3                     | 2008                  | 2021                        | \$10,000                |
| 4                     | 2007                  | 2022                        | \$10,000                |

The Public Works Facility has a total of four compressors. The manufacturer’s estimated life of a compressor is five years; however, proper maintenance has extended the life to an average of seven years.

**Project Update**

This project has been deferred from 2018 to 2021 and the projected cost includes an increase of 3% to account for rises in labor and material costs.

**Project Alternative**

The alternative is not to budget the compressors and replace them on an emergency basis.

## Operating Budget Impact

Is this purchase  *routine* or  *non-routine*?

| ROUTINE           |                                                                           |
|-------------------|---------------------------------------------------------------------------|
| Maintenance Costs | All maintenance expenditures are included in various accounts in 11342035 |
| Personnel Costs   | None                                                                      |
| Training Costs    | None                                                                      |



occurred even when the outside ambient temperatures was cold. There would be an additional cost for the sensor as it would need to be connected to the alarm panel. The lead time to replace the entire unit is 2-3 weeks which leaves the Village's IT and electrical assets at risk for damage due to overheating.

**Project Update**

This project was deferred from 2018.

**Project Alternative**

Continue with setup as is and risk failure of critical Information Technology equipment.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| NON-ROUTINE       |                                                                           |
|-------------------|---------------------------------------------------------------------------|
| Maintenance Costs | All maintenance expenditures are included in various accounts in 11342035 |
| Personnel Costs   | None                                                                      |
| Training Costs    | None                                                                      |

**Ten Year Capital Improvement Program  
Equipment Summary**

| <b>Equipment Summary</b>           | <b>2020</b>    | <b>2021</b>   | <b>2022</b> | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b> | <b>Ten-Year<br/>Total</b> |
|------------------------------------|----------------|---------------|-------------|------------------|----------------------------|------------------|---------------------------|
| <b>POLICE DEPARTMENT</b>           |                |               |             |                  |                            |                  |                           |
| Upgrade for Next Generation 9-1-1  | -              | 24,000        | -           | -                | 24,000                     | -                | 24,000                    |
| Server for In-Car Camera System    | -              | -             | -           | 20,000           | 20,000                     | 20,000           | 40,000                    |
| Portable Radios                    | -              | -             | -           | -                | -                          | 400,000          | 400,000                   |
| <b>FIRE DEPARTMENT</b>             |                |               |             |                  |                            |                  |                           |
| Self Contained Breathing Apparatus | 250,000        | -             | -           | -                | 250,000                    | -                | 250,000                   |
| Protective Clothing Extractor      | -              | -             | -           | -                | -                          | -                | -                         |
| Fire Station Alerting Equipment    | -              | -             | -           | -                | -                          | -                | -                         |
| <b>PUBLIC WORKS</b>                |                |               |             |                  |                            |                  |                           |
| Salt Brine Machine                 | -              | -             | -           | -                | -                          | -                | -                         |
| <b>Total</b>                       | <b>250,000</b> | <b>24,000</b> | <b>-</b>    | <b>20,000</b>    | <b>294,000</b>             | <b>420,000</b>   | <b>714,000</b>            |

| <b>Proposed Financing</b>             | <b>2020</b>    | <b>2021</b>   | <b>2022</b> | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b> | <b>Ten-Year<br/>Total</b> |
|---------------------------------------|----------------|---------------|-------------|------------------|----------------------------|------------------|---------------------------|
| General Fund- Operations              | -              | 24,000        | -           | 20,000           | 44,000                     | 420,000          | 464,000                   |
| Capital Equipment Replacement Fund (C | 250,000        | -             | -           | -                | 250,000                    | -                | 250,000                   |
| General Fund- Debt Financing          | -              | -             | -           | -                | -                          | -                | -                         |
| <b>Total</b>                          | <b>250,000</b> | <b>24,000</b> | <b>-</b>    | <b>20,000</b>    | <b>294,000</b>             | <b>420,000</b>   | <b>714,000</b>            |

Police

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**Upgrade for Next Generation 9-1-1**      2021      \$ 24,000      Operating  
Equipment - Police

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**  
2014 - \$116,809

**Funding History**

In 2014, a fully IP (internet protocol) server based 9-1-1 telephone system was purchased to replace a twenty-three year old analog 9-1-1 system at the police department.

**Project Description & Justification**

The current national 9-1-1 network lacks the ability to accurately locate wireless and VoIP (Voice over Internet Protocol) calls, receive text messages, or images/video. A new nationwide NG 9-1-1 (Next Generation 9-1-1) network is in the process of being developed. The State of Illinois has hired a consultant to design and implement a statewide ESI (Emergency Services Information) network. An ESI network will provide secure, mission critical high speed connectivity needed to carry NG 9-1-1 voice calls and data.

**Project Update**

At such time that an ESI net has been deployed by the State of Illinois (2020 or beyond) there will be a software upgrade and configuration required in order for our current 9-1-1 telephone system to function on the NG 9-1-1 network. Recently the Village did purchase third party software to allow for text messaging capabilities with residents, however, this system can only communicate to the resident (not a two-way communication).

**Project Alternative**

Delay the upgrade and continue to use the current 9-1-1 telephone equipment without benefiting from NG 9-1-1 capabilities. This is a State-mandated project, and the timeline is driven by the State of Illinois.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ routine or  X  non-routine?

| NON-ROUTINE       |                                             |
|-------------------|---------------------------------------------|
| Maintenance Costs | \$2,000 per month for dedicated fiber costs |
| Personnel Costs   | None                                        |
| Training Costs    | None                                        |

*Police*

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|                                        |      |           |           |
|----------------------------------------|------|-----------|-----------|
| <b>Server for In-Car Camera System</b> | 2023 | \$ 20,000 | Operating |
|----------------------------------------|------|-----------|-----------|

Equipment - Police

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

2012 - \$16,085

**Funding History**

In 2007, \$36,000 was budgeted for a server and six in-car camera DVRs. Between 2008 and 2010, \$18,000 was budgeted each year in the CIP for in-car DVRs. In 2011, the replacement of camera DVRs was removed from the CIP and are now requested as needed. In 2018, the server and DVD robot burner were replaced and installed.

**Project Description & Justification**

The In-car camera server collects and stores In-car video from each marked vehicle by way of wireless “hot spots” behind the police station. The system maintains important data used in the prosecution of criminal cases, review of an officer’s performance in the field, and defending an officer’s actions. The video is relied upon as an objective record detailing what occurred before, during, and after the interaction between a police officer and a violator. The DVD robot burner burns backup discs of recorded interactions and also is the source for creating discs for legal compliance. In 2011, due to a critical hardware failure the server was shipped to a vendor and was out of service for one month.

The extended maintenance agreements for both the server and DVD robot burner are set to expire in January 2023, therefore, another server problem would require the shipment of the system to a third party company with the possibility of significant downtime.

**Project Update**

There are no changes to this project.

**Project Alternative**

Delay the purchase and continue to use the current equipment.

## Operating Budget Impact

Is this purchase  *routine* or  *non-routine*?

| <b>ROUTINE</b>    |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

## Fire

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**Self-Contained Breathing Apparatus (SCBA) 2020**    \$250,000    CERF/Grant  
Equipment – Fire

- X     Critical
- Recommended
- Contingent on Funding

---

### Original Purchase Date & Cost

2008 - \$166,120

**Useful Life- 10 years**

**Current Life- 12 years**

### Funding History

N/A

### Project Description & Justification

The Wilmette Fire Department is requesting \$250,000 for the replacement of 37 complete sets of self-contained breathing apparatus (SCBA), including spare cylinder, face piece, and six additional face pieces. This is based on the number of seat belted riding positions on our structural firefighting apparatus including: one aerial tower (6 positions), 3 pumpers (12 positions), 2 squad/Rescue trucks (6 positions), one shift commanders van (2 positions), Chief and Deputy Chief Vehicle (2 positions), and three ALS ambulances that have firefighters responding to fire scenes (6 positions).



The Wilmette Fire Department is using SCBA units that were purchased in 2008. The units were designed to the 2007 edition of NFPA 1981 standards on Open-Circuit Self-Contained Breathing apparatus. Without a doubt, self-contained breathing apparatus (SCBA) is the most important and widely used tool in the fire service today. Its use has greatly expanded the capacities of firefighters when performing fire attack and searches or hazmat and technical rescue operations while successfully reducing the number of firefighter fatalities and injuries related to inadequate respiratory protection. The current standard requires SCBA equipment to meet NFPA 2018 standards. Therefore we are currently behind two NFPA standards (2012 and 2018), and the equipment has reached its useful life expectancy.

### Project Update

In 2013, there were changes made to the NFPA 1981 standard which are operational related. The three main changes are related to the survivability of firefighters in fire conditions, testing for increased face piece lens integrity, new voice communication intelligibility requirements, and changes to low air alarm. Interoperability of rescue air connections across all manufactures will also be implemented. Currently, our bottles have the low air alarm sound at 25% of the cylinder's rated capacity. The new standard mandates that this alarm will sound when 33% of the cylinders rated capacity is reached. This will also affect the standard on heads up display (HUD) that will require to display signals at 75%, 50%, and 33% as opposed to just 50% as in previous editions. The manufacturer has been contacted and provided the projected cost for 2020 which is indicated

above. The department will investigate leasing options for purchasing the SCBA. Since the equipment is now two NFPA cycles out of date, we anticipate eligibility for Federal funding through the AFG grant process. Once the grant period opens, we will apply for funding for this equipment. Since the grants are competitive, and not guaranteed, we recommend funding the project for 2020

Is this purchase  *routine* or  *non-routine*?

| <b>NON-ROUTINE</b> |                                                                                                                     |
|--------------------|---------------------------------------------------------------------------------------------------------------------|
| Maintenance Costs  | Maintenance is funded from account: 11515020-422420 for Maintenance of Breathing Equipment.                         |
| Personnel Costs    | None                                                                                                                |
| Training Costs     | Training is funded from account: 11515020-442000 for Training while the majority of training is conducted in-house. |

**Ten Year Capital Improvement Program  
Information Technology Summary**

| <b>Information Technology</b>  | <b>2020</b>    | <b>2021</b>   | <b>2022</b> | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b> | <b>Ten-Year<br/>Total</b> |
|--------------------------------|----------------|---------------|-------------|------------------|----------------------------|------------------|---------------------------|
| Council Chambers AV Upgrade    | 80,000         | -             | -           | -                | 80,000                     | -                | 80,000                    |
| Telephone System Upgrade       | 24,500         | -             | -           | -                | 24,500                     | -                | 24,500                    |
| GIS Hardware and Software      | -              | 50,000        | -           | 40,000           | 90,000                     | 90,000           | 180,000                   |
| Document Management & Scanning | -              | 20,000        | -           | -                | 20,000                     | -                | 20,000                    |
| <b>Total</b>                   | <b>104,500</b> | <b>70,000</b> | <b>-</b>    | <b>40,000</b>    | <b>214,500</b>             | <b>90,000</b>    | <b>304,500</b>            |

| <b>Proposed Financing</b>                 | <b>2020</b>    | <b>2021</b>   | <b>2022</b> | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b> | <b>Ten-Year<br/>Total</b> |
|-------------------------------------------|----------------|---------------|-------------|------------------|----------------------------|------------------|---------------------------|
| General Fund- Operations                  | 24,500         | 36,667        | -           | 13,333           | 74,500                     | 30,000           | 104,500                   |
| Capital Equipment Replacement Fund (CERF) | 80,000         | -             | -           | -                | 80,000                     | -                | 80,000                    |
| Water Fund                                | -              | 16,667        | -           | 13,333           | 30,000                     | 30,000           | 60,000                    |
| Sewer Fund                                | -              | 16,667        | -           | 13,333           | 30,000                     | 30,000           | 60,000                    |
| <b>Total</b>                              | <b>104,500</b> | <b>70,000</b> | <b>-</b>    | <b>40,000</b>    | <b>214,500</b>             | <b>90,000</b>    | <b>304,500</b>            |

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**Council Chambers Audio/Visual Upgrade**      2020      \$ 80,000      CERF

IT - Information Technology

- Critical
- X Recommended
- Contingent on Funding

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**Original Purchase Date & Cost**

2010 - \$289,302

**Funding History**

N/A

**Project Description & Justification**

The Village has audio/visual equipment in the Council Chambers of the Village Hall that is used to broadcast live meetings on Wilmette Community Television Channel 6 and livestream on the Village's YouTube channel. Equipment includes cameras, microphones, server, audio and visual switchers and mixers, and other equipment. The equipment was originally purchased and installed in 2010.

In the last five years, the equipment has seen an increase in the amount of maintenance work needed to maintain the system. During this time, approximately \$20,000 has been spent on repairs and new equipment.

**Project Update**

The equipment is reaching the end of its useful life of approximately 10 years.

**Project Alternative**

The alternative is to complete repairs as they are needed. However, should a critical piece of equipment breakdown, broadcasting of meetings may not be possible until a repair is completed.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ routine or X non-routine?

| <b>NON-ROUTINE</b> |                                                              |
|--------------------|--------------------------------------------------------------|
| Maintenance Costs  | None                                                         |
| Personnel Costs    | No additional personnel are required for this program.       |
| Training Costs     | One-time training costs are included in the first year cost. |

---

|                                     |      |           |      |
|-------------------------------------|------|-----------|------|
| <b>Telephone System Replacement</b> | 2020 | \$ 24,500 | CERF |
|-------------------------------------|------|-----------|------|

---

IT - Information Technology

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

2009 - \$127,100

**Funding History**

N/A

**Project Description & Justification**

The Village has partnered with the Wilmette Park District to operate an Internet Protocol (IP) based telephone system from ShoreTel since 2009. The typical lifespan of an IP telephone system is seven to 10 years. Since that time, the system has functioned well, so no major system upgrade or replacement was needed. Only routine handset replacements have been needed and one server upgrade was performed in 2015.

Recently, the Village was made aware that ShoreTel, Inc. was purchased by a competitor, Mitel and that significant hardware purchases would be required to keep the system under a maintenance contract. As a result, alternative phone systems were explored and it is recommended that the Village transition to a hosted solution for a telephone system.

The upfront cost of the project includes the purchase of new telephone handsets (\$24,500).

Switching from a proprietary telephone system to a hosted solution will replace the expense of maintaining a physical server and will allow for the purchase of cheaper telephone handsets that work with multiple phone service providers. Multiple telephone lines and circuits, a telephone maintenance contract and a business class internet circuit will also be replaced with this proposed project. The combined annual costs for the phone system, phone lines, and internet costs is approximately \$70,300. The future annual costs would be telephone system and service (\$53,740) and a new dedicated internet circuit (\$15,360) being setup at Village Hall. The dedicated internet circuit would provide an enhanced level of service for a multitude of Village operations.

Beginning in year 2, the net annual decrease in expenses incurred by the Village for the new telephone system is estimated to be \$1,200.

**Project Update**

The equipment is reaching the end of its useful life of approximately 10 years. The server hardware is in need of replacement and multiple telephone network components are required to be purchased to allow for the upgrade.

**Project Alternative**

The alternative is to continue to run the phone system on unsupported hardware. However, should a critical piece of equipment breakdown, some or all of the Village’s non-911 center telephone system will be inoperable.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| <b>NON-ROUTINE</b> |                                                                                                                                                               |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Maintenance Costs  | After year 1 there will be \$69,100 per year in costs for the phone system operation and maintenance, dedicated internet circuit and web filtering appliance. |
| Personnel Costs    | No additional personnel are required for this program.                                                                                                        |
| Training Costs     | One-time training costs are included in the first year cost.                                                                                                  |

*Engineering*

|                                  |      |           |                      |
|----------------------------------|------|-----------|----------------------|
| <b>GIS Hardware and Software</b> | 2021 | \$ 50,000 | GF and W/S Operating |
| IT – Engineering                 | 2024 | \$ 40,000 |                      |
| - Critical                       |      |           |                      |
| X Recommended                    |      |           |                      |
| - Contingent on Funding          |      |           |                      |

**Original Purchase Date & Cost**

N/A

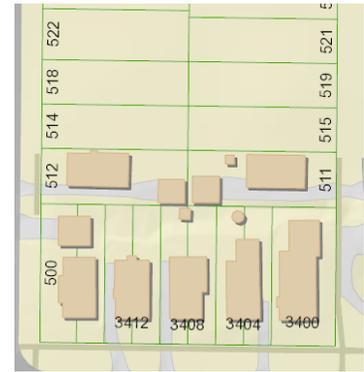
**Funding History**

2019 - \$42,000

2018 - \$52,500

**Project Description & Justification**

Geographic Information System (GIS) is used to geographically map data to be used by all Village departments. Once baseline data is entered into the database, departments can use the data as a management tool to guide them in infrastructure improvements, planning and zoning analysis, and public safety details and programs.



The Village joined the GIS Consortium in 2016. Under the Village’s current membership, a 40% full time equivalent (FTE) employee is outsourced from MGP, the Consortium’s service provider, and works with staff two days per week to create and update GIS layer data. The outsourced staffing component is now incorporated into the operating budget. Additional costs for special services are included in years 2019 and 2021 – 2023.

New digital aerial photography and planimetric mapping (building footprints) was completed in 2018 and high density LiDAR (1-foot contour elevation data) was completed in 2019. New planimetric data is recommended in 2021 (approximately once every three years) and new LiDAR data in 2024 (approximately once every five years)

**Project Update**

The five-year cost has been updated.

**Project Alternative**

The alternative is to delay the additional data and imagery to future years.

**Operating Budget Impact**

Is this purchase \_\_\_ routine or X non-routine?

| <b>NON-ROUTINE</b> |      |
|--------------------|------|
| Maintenance Costs  | None |
| Personnel Costs    | None |
| Training Costs     | None |



## Operating Budget Impact

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| <b>NON-ROUTINE</b> |                                                              |
|--------------------|--------------------------------------------------------------|
| Maintenance Costs  | Annual recurring maintenance expense of \$7,000              |
| Personnel Costs    | No additional personnel are required for this program.       |
| Training Costs     | One-time training costs are included in the first year cost. |

**Ten Year Capital Improvement Program  
Streets, Sidewalks, and Alleys Summary**

| <b>Streets, Sidewalks and Alleys</b>        | <b>2020</b>      | <b>2021</b>       | <b>2022</b>      | <b>2023 &amp; 2024</b> | <b>Five-Year Total</b> | <b>2025-2029</b>  | <b>Ten-Year Total</b> |
|---------------------------------------------|------------------|-------------------|------------------|------------------------|------------------------|-------------------|-----------------------|
| Road Program                                | 2,750,000        | 2,300,000         | 2,300,000        | 5,200,000              | 12,550,000             | 4,000,000         | 16,550,000            |
| Central Avenue Reconstruction               | 3,979,100        | 3,979,100         | -                | -                      | 7,958,200              | -                 | 7,958,200             |
| Skokie/Lake Intersection Improvements       | -                | 75,783            | 1,362,031        | -                      | 1,437,814              | -                 | 1,437,814             |
| Alley Reconstruction Program                | 450,000          | 567,000           | 584,000          | 1,222,000              | 2,823,000              | 3,183,300         | 6,006,300             |
| Brick Street Renovation Project             | -                | 435,000           | 318,000          | 1,151,000              | 1,904,000              | 1,999,200         | 3,903,200             |
| Pavement Maintenance Program                | 135,600          | 139,800           | 144,000          | 301,000                | 720,400                | 524,900           | 1,245,300             |
| Brick Street Repair                         | 110,000          | 113,000           | 116,000          | 242,000                | 581,000                | 317,800           | 898,800               |
| Sidewalk Repair Program                     | 70,000           | 72,100            | 74,300           | 155,300                | 371,700                | 434,000           | 805,700               |
| Pavement Marking Program                    | 50,000           | 51,500            | 53,000           | 110,800                | 265,300                | 310,000           | 575,300               |
| Phase I Engineering Studies                 | -                | 220,000           | 180,000          | 260,000                | 660,000                | -                 | 660,000               |
| Street Light Pole Painting                  | 40,925           | 41,850            | 42,805           | 88,580                 | 214,160                | 220,000           | 434,160               |
| LED Street Light Luminaire Replacement      | 25,500           | 26,275            | 27,060           | 56,655                 | 135,490                | 30,000            | 165,490               |
| Curb Replacement Program                    | 25,000           | 25,800            | 26,600           | 55,600                 | 133,000                | 254,000           | 387,000               |
| RRFB's at Plaza de Lago Pedestrian Crossing | -                | 30,000            | -                | -                      | 30,000                 | -                 | 30,000                |
| Decorative/Roadway Street Lights            | -                | 120,000           | 44,000           | -                      | 164,000                | -                 | 164,000               |
| Skokie Valley Trail                         | 300,000          | 1,850,000         | 2,950,000        | -                      | 5,100,000              | -                 | 5,100,000             |
| West Lake Avenue Ped./Bike Improvements     | -                | 300,000           | 300,000          | 1,800,000              | 2,400,000              | -                 | 2,400,000             |
| Traffic Calming                             | 25,000           | 25,000            | 25,000           | 50,000                 | 125,000                | 125,000           | 250,000               |
| Edens Pollinator Corridor                   | 5,700            | 13,500            | 20,000           | 67,000                 | 106,200                | 45,000            | 151,200               |
| <b>Total</b>                                | <b>7,966,825</b> | <b>10,385,708</b> | <b>8,566,796</b> | <b>10,759,935</b>      | <b>37,679,264</b>      | <b>11,443,200</b> | <b>49,122,464</b>     |

| <b>Proposed Financing</b>     | <b>2020</b>      | <b>2021</b>       | <b>2022</b>      | <b>2023 &amp; 2024</b> | <b>Five-Year Total</b> | <b>2024-2028</b>  | <b>Ten-Year Total</b> |
|-------------------------------|------------------|-------------------|------------------|------------------------|------------------------|-------------------|-----------------------|
| General Fund- Operations      | 3,749,221        | 4,748,688         | 3,407,765        | 6,909,935              | 18,815,609             | 6,318,200         | 25,133,809            |
| General Fund- Debt Financing  | -                | -                 | -                | -                      | -                      | -                 | -                     |
| Motor Fuel Tax (MFT)          | 1,200,000        | 1,050,000         | 1,025,000        | 2,050,000              | 5,325,000              | 5,125,000         | 10,450,000            |
| General Fund- Grant Financing | 3,017,604        | 4,587,020         | 4,134,031        | 1,800,000              | 13,538,655             | -                 | 13,538,655            |
| <b>Total</b>                  | <b>7,966,825</b> | <b>10,385,708</b> | <b>8,566,796</b> | <b>10,759,935</b>      | <b>37,679,264</b>      | <b>11,443,200</b> | <b>49,122,464</b>     |

|                                |                       |              |               |
|--------------------------------|-----------------------|--------------|---------------|
| <b>Road Program</b>            | 2020                  | \$ 2,750,000 | Dedicated/MFT |
| Streets, Sidewalks, and Alleys | 2021                  | \$ 2,300,000 |               |
|                                | 2022                  | \$ 2,300,000 |               |
|                                | 2023                  | \$ 2,600,000 |               |
|                                | 2024                  | \$ 2,600,000 |               |
| X                              | Critical              |              |               |
| -                              | Recommended           |              |               |
| -                              | Contingent on Funding |              |               |

**Original Purchase Date & Cost**  
Unknown

**Funding History**

|      |             |
|------|-------------|
| 2019 | \$705,657   |
| 2018 | \$1,460,993 |
| 2017 | \$2,096,276 |
| 2016 | \$1,210,511 |
| 2015 | \$1,164,000 |
| 2014 | \$ 848,000  |
| 2013 | \$1,370,000 |
| 2012 | \$1,002,000 |



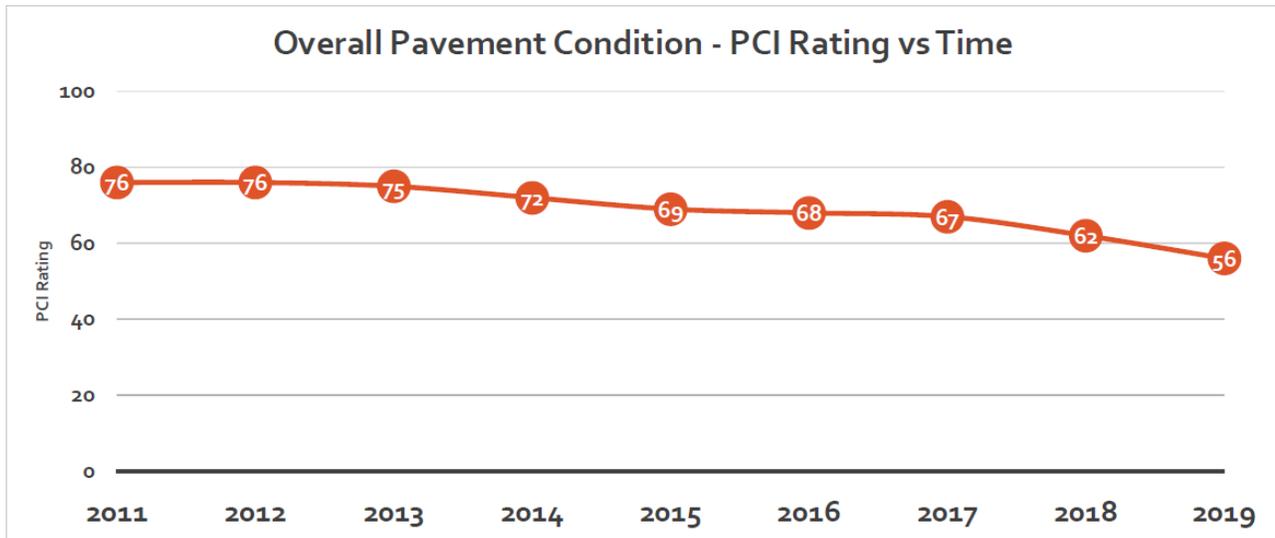
Since 2014, the Village Board has worked to increase annual funding of the road program. With the passage of the .75% increase in Home Rule Sales Tax in 2014, approximately \$300,000 of the proceeds was to the road program.

As part of the FY 2017 Budget, the Village Board committed to an annual \$2 million Road Program and increased the property tax rate by 0.90%, as well as the local gasoline tax by \$0.03 for street improvements. In 2019, the Engineering Division surveyed all non-brick streets in the Village. These ratings are calculated from data obtained during routine in-house field inspections. The table below, developed by the Department, displays the various pavement surface conditions with their corresponding PCI ratings:

| Surface Condition | PCI Rating |
|-------------------|------------|
| Excellent         | 100 - 86   |
| Good              | 85-71      |
| Fair              | 70-56      |
| Poor              | 55-41      |
| Very Poor         | 40-26      |
| Serious           | 25-0       |

The 2019 condition survey found that the condition of the infrastructure has degraded faster than anticipated. The current overall PCI rating is 56, indicating that the average pavement conditions are “fair” to “poor”. This assessment would indicate that the program, as currently funded, is not adequately maintaining the Village’s roadway assets.

## State of the Roads in 2019



Given the current condition of the Village’s roadway system, the Village Board is holding a series of public meetings to consider how to improve the condition of the roads. Scenarios under consideration include but are not limited to the following:

| Annual Funding Levels*                                | Average PCI After       |                          |                                      |
|-------------------------------------------------------|-------------------------|--------------------------|--------------------------------------|
|                                                       | 5 Years                 | 10 Years                 | 10 Years w/ \$1.75M of Retired Debt^ |
| <b>\$3.5 Million</b><br>(Add. \$1.65M annual funding) | <b>64</b><br>(FAIR-MID) | <b>72</b><br>(GOOD-LOW)  | <b>79</b><br>(GOOD-MID)              |
| <b>\$2.75 Million</b><br>(Add. \$900k annual funding) | <b>60</b><br>(FAIR-LOW) | <b>62</b><br>(FAIR-MID)  | <b>69</b><br>(FAIR-HIGH)             |
| <b>\$2.3 Million</b><br>(Add. \$450k annual funding)  | <b>58</b><br>(FAIR-LOW) | <b>57</b><br>(FAIR-LOW)  | <b>63</b><br>(FAIR-MID)              |
| <b>\$2.0 Million</b><br>(Add. \$250k annual funding)  | <b>57</b><br>(FAIR-LOW) | <b>54</b><br>(POOR-HIGH) | <b>60</b><br>(FAIR-LOW)              |

\* = Annual funding levels are based on 2019 construction costs; values above do not account for general inflation (+/- 3%), engineering costs (+/- 5%), local share for federal projects (recommend separate in future), other maintenance programs for pavement (separate), and maintenance on brick streets (separate).  
 ^ = Annual funding level value + \$1.75M in 2027 and 2028 only.

### Project Description & Justification

The purpose of this program is to rehabilitate streets that are owned and maintained by the Village. The Road Program budget funds a variety of construction projects and services, including street resurfacing and reconstruction, surveying, materials testing, and other necessary engineering studies.

### *Background*

The Village currently maintains approximately 64 miles of non-brick public roadways, made up of the following surface types:

| <b>Surface Type</b>         | <b>Total Miles</b> |
|-----------------------------|--------------------|
| Asphalt Cement (AC)         | > 47 miles         |
| Asphalt Over Brick (ABR)    | > 5 miles          |
| Asphalt Over Concrete (APC) | 7 miles            |
| Concrete (PCC)              | < 5 miles          |

Many of the Village's roads were built in the post-World War II development boom. From 1998 to 2008, the Village conducted an accelerated street resurfacing program each year to improve the overall average pavement condition to "good". At the end of the accelerated program in 2008, the Engineering Division recommended reducing the annual funding allocation from \$3.1 million to \$2 million, which was intended to maintain this condition level.

Since 2012, the annual expenditure on street resurfacing has averaged \$1.2 million per year. Part of this funding was allocated to federal projects for the Village's required local contribution (typically 30% of the total construction costs), as well as engineering services necessary for federally-funded street reconstruction projects. This reallocation of funds reduced the number of streets that could be rehabilitated as part of the Road Program. As a result, the overall pavement condition of Village-owned streets has dropped from "good" to "fair/poor". If this trend continues, the overall pavement condition is expected to reach "poor" status within the next five years.

To abate this, staff will focus future grant requests on large-scale resurfacing projects, instead of reconstruction projects like Central Avenue and Locust Road.

### *Pavement Rehabilitation Strategy*

The goal of this program is to rehabilitate streets with the worst pavement surfaces first, as well as to utilize outside funding sources as they become available. In 2013, the Engineering Division began using the pavement evaluation software PAVER™ to help prioritize street rehabilitation needs. This software assigns a numeric value to each street, known as a PCI (pavement condition index) rating, which represents the current condition of the pavement surface.

The Department will conduct full roadway inventory inspections every three years, with more frequent evaluations for streets slated for rehabilitation within three to five years. This process will ensure that the street with the worst pavement conditions are rehabilitated first. The scope of work for the street resurfacing projects will include alternate bid options for area patching and additional blocks in order to maximize the program budget.

## Policy for Brick Streets Overlaid with Asphalt

In 2002, the Village adopted a policy on rehabilitating brick streets that have been overlaid with asphalt. If the following requirements are met, the project scope of work would include removing the existing asphalt surface and reconstructing the street in brick, one block at a time:

- The street must contain original clay fired bricks.
- The street segment must be included in an annual rehabilitation program.
- More than 65% of the residents must be in favor of the brick street surface.
- A minimum of a contiguous three block segment must endorse the brick surface.
- The renovation plan be completed in shorter segments so the Road Program budget is not dominated by the rehabilitation of the brick street.

This policy was endorsed by the Municipal Services Committee in 2012, 2015, 2016, and 2019. The 700 block of Forest Avenue is currently proposed for brick rehabilitation in 2020.

### Project Update

The Village Board is in the process of reviewing funding for this program.

### Project Alternative

The alternative to pavement rehabilitation is patching on an emergency basis. While patching will slow down the progression of potholes, it creates joints in the pavement that will eventually result in further deterioration. The second alternative is not to perform any roadway maintenance, which will result in total pavement failure. Once the roadway base is impacted from lack of maintenance, the road has to be reconstructed typically at three to four times the cost of resurfacing.

The Village Board approved a Special Service Areas (SSA) policy in 2016 which allows residents to petition for their street rehabilitation to be accelerated at a shared cost.

### Operating Budget Impact

Is this purchase *routine*   X   or        *non-routine*?

| ROUTINE                    |                      |
|----------------------------|----------------------|
| Department Budget          | General Fund Capital |
| Account Number Description | Road Program         |
| Account Number             | 11202035—80100       |

**Central Avenue Reconstruction  
& Downtown Streetscape**

Streets, Sidewalks and Alleys

2020  
2021

\$ 3,979,100  
\$ 3,979,100

STP & ITEP Grant/Operating  
(Construction & CE)  
(Construction & CE)

- X Critical
- Recommended
- Contingent on Funding

**Original Purchase Date & Cost**  
Unknown

**Funding History**

2019 \$634,210  
(Phase II Design Engineering – Federal and Local)  
2016 \$178,556  
(Phase I Engineering Study – Local Only)



**Project Description & Justification**

The limits of the Central Avenue reconstruction are from Green Bay Road to Sheridan Road. The scope of work includes new curb and gutter, minor drainage improvements, new water main, combined sewer repairs and roadway reconstruction. Sewer point repairs and sewer lining is anticipated to be completed prior to the roadway reconstruction. The limits of the Downtown Streetscape improvements are Wilmette Avenue from Green Bay Road to Lake Avenue, Central Street from Green Bay Road to 11<sup>th</sup> Street, the Village Green, and Veteran’s Park. The scope of work includes sidewalk and curb repairs, street resurfacing, landscaping and lighting improvements, pedestrian accommodation enhancements, and other streetscape beautification.

The Central Avenue reconstruction project will be funded through a federal grant, which includes 70-percent federal participation for phase II engineering and construction and a 30-percent local share. The Downtown Streetscape improvement will be funded through a federal grant, which includes 80-percent federal participation for phase III engineering and construction and 20-percent local share. Following is a summary of costs:

| Year | Description                      | Total Cost               | Federal Share            | Village Share            |
|------|----------------------------------|--------------------------|--------------------------|--------------------------|
| 2020 | Total Phase III<br>(Const. + CE) | \$3,979,100 <sup>1</sup> | \$2,757,605 <sup>1</sup> | \$1,221,496 <sup>2</sup> |
| 2021 | Total Phase III<br>(Const. + CE) | \$3,979,100              | \$2,757,605 <sup>1</sup> | \$1,221,496 <sup>2</sup> |
|      | Totals:                          | \$7,958,200              | \$5,515,210              | \$2,442,992              |

<sup>1</sup> The current maximum authorized federal share for total construction is \$4,016,105 STP and \$999,104 ITEP funds. This amount also includes \$500,000 Capital Bill (State funds) award.

<sup>2</sup> Amount the Village will have to pay for construction and construction engineering (CE) after reimbursement is obtained from IDOT for the Federal Share of CE.

\$2,142,200 in Water Main replacement is also included as part of this project in the Water fund section of the CIP.

**Project Update**

Costs have been updated to reflect current federal authorization.

**Project Alternative**

The alternative to using federal funds is to improve the roadway using local funding only.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| NON-ROUTINE                           |      |
|---------------------------------------|------|
| Department Budget - Maintenance Costs | None |
| Personnel Costs                       | None |
| Training Costs                        | None |

**Skokie/Lake Intersection Improvements**

Streets, Sidewalks and Alleys  
Skokie-Lake Intersection Improvements

|      |    |           |                                |
|------|----|-----------|--------------------------------|
| 2021 | \$ | 75,783    | STP Grant/Operating (Phase II) |
| 2022 | \$ | 1,362,031 | (Construction & CE)            |

- X Critical
- Recommended
- Contingent on Funding

**Original Purchase Date & Cost**

Unknown

**Funding History**

2019 \$142,275  
(Phase I Engineering Study – State/County/Local)



**Project Description & Justification**

Skokie Boulevard is the jurisdiction of the Illinois Department of Transportation (IDOT). Lake Avenue west of Ridge Road is Cook County Department of Transportation and Highways (CCDOTH) jurisdiction. The existing intersection does not meet Public Right-of-Way Accessibility Guidelines (PROWAG) and is a safety concern. The traffic signals also do not meet current Manual on Uniform Traffic Control Devices (MUTCD) standards and IDOT design requirements. Safety will be improved by eliminating corner islands and by providing tighter corner radii in the NE and SW corners, which aids in slowing down traffic at the intersections, hence creating more safe crossing conditions for pedestrians. More visible crosswalks will be added and relocated to locations that reduce the crossing distances. New traffic signals will be provided that meet the current standards, and curb ramps will be upgraded to become ADA compliant. Additional left turn storage will also be provided to meet the traffic needs.



More visible crosswalks will be added and relocated to locations that reduce the crossing distances. New traffic signals will be provided that meet the current standards, and curb ramps will be upgraded to become ADA compliant. Additional left turn storage will also be provided to meet the traffic needs.

The project will be funded through an STP Grant which includes 70% federal and 30% state and county participation for Phases II and III, while Phase I will be nearly 100% state and county participation. Phase I includes minor Village only costs associated with development of “gateway” type intersection beautification alternatives and preliminary engineering related to new sidewalk or multi-use path construction along Skokie Blvd. north of Lake Avenue. Since the project is on IDOT and CCDOTH jurisdiction roads, the Village’s cost is anticipated to be limited to construction costs for emergency vehicle pre-emption (estimated at \$20,000), intersection lighting (estimated at \$300,000), and beautification/Skokie Blvd sidewalk extension work (estimate TBD).

| Year | Description                   | Total Cost            | Federal Share          | State Share <sup>1</sup> | Local (County) Share <sup>1</sup> | Village Share          |
|------|-------------------------------|-----------------------|------------------------|--------------------------|-----------------------------------|------------------------|
| 2021 | Phase II                      | \$75,783 <sup>2</sup> | \$53,048               | \$11,367                 | \$11,367                          | \$0                    |
| 2022 | Total Phase III (Const. + CE) | \$1,362,032           | \$729,422 <sup>3</sup> | \$156,305                | \$156,305                         | \$320,000 <sup>4</sup> |

<sup>1</sup> Requires an intergovernmental agreement with Cook County (CCDOETH) and IDOT.

<sup>2</sup> Amount the Village will have to pay for Phase II design engineering in 2021; reimbursement is then sought from IDOT for the Federal & State Shares and the County for the Local Share

<sup>3</sup> The current maximum authorized federal share for construction is \$729,422.

<sup>4</sup> Vehicle pre-emption and intersection lighting are 100% Village costs. This cost is an estimate only as the scope of work has not been defined yet. "Gateway" beautification and Skokie Blvd. sidewalk extension work estimates not included.

### Project Update

Costs have been updated to reflect current federal authorization.

In April 2019, the Village executed a Letter of Understanding with CCDOETH in which the County committed to matching the State funds for all phases of this project. Phase I engineering study is anticipated to be completed in August 2020.

### Project Alternative

The alternative to building the intersection improvements is to not improve the intersection and allow the current configuration to remain.

### Operating Budget Impact

Is this purchase \_\_\_\_\_ routine or  X  non-routine?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

|                                                                      |      |           |           |
|----------------------------------------------------------------------|------|-----------|-----------|
| <b>Alley Reconstruction Program</b><br>Streets, Sidewalks and Alleys | 2020 | \$550,000 | Operating |
|                                                                      | 2021 | \$567,000 |           |
|                                                                      | 2022 | \$584,000 |           |
|                                                                      | 2023 | \$602,000 |           |
|                                                                      | 2024 | \$620,000 |           |

- X Critical
- Recommended
- Contingent on Funding

**Original Purchase Date & Cost**  
Unknown

**Funding History**

| Year | Amount                 | Source    |
|------|------------------------|-----------|
| 2019 | \$552,100 <sup>1</sup> | Operating |
| 2018 | \$529,763              | Operating |
| 2017 | \$587,670 <sup>2</sup> | Operating |
| 2016 | \$515,000              | Operating |
| 2015 | \$836,500 <sup>3</sup> | Operating |
| 2014 | \$273,000              | Operating |
| 2013 | \$900,000              | Bond      |
| 2012 | \$355,000              | Operating |



<sup>1</sup> Storm sewer was installed in 2 of the 5 alleys.

<sup>2</sup> Storm sewer was installed in 3 of the 4 alleys.

<sup>3</sup> Includes \$130,000 from MWRD for green infrastructure improvements.

With the passage of the increased Home Rule Sales Tax in 2014, a portion of the proceeds was dedicated for street, sidewalk, and alley programs. As a result of the increased revenue, the Board allocated approximately \$515,000 annually with the goal of repairing all failed and poor alleys by 2022.

**Project Description & Justification**

The purpose of this program is to reconstruct alleys owned and maintained by the Village. The Village currently maintains 226 alleys, made up of the following surface types:

| Surface Type        | Total Alleys |
|---------------------|--------------|
| Asphalt Cement (AC) | 110          |
| Concrete (PCC)      | 111          |
| Green Alleys        | 4            |
| Brick Alleys        | 1            |

The scope of work for this program consists of designing new alley pavement sections to extend the service life of the alley, minimize the impact to adjacent properties, and improve the drainage in the public Right-of-Way. All alleys are preferred to drain by overland flow. In cases where overland flow cannot not be achieved, however, the drainage designs will utilize storm sewers. The impact of adding storm sewer is significant in terms of cost, so this feature is used as a last resort.

*Pavement Rehabilitation Strategy*

This program rehabilitates alleys on a “worst-first” basis. Similar to the road program, each alley is inspected by the Engineering Division periodically and is assigned a pavement condition index (PCI) rating. These ratings corresponds to the following surface conditions:

| <b>Surface Condition</b> | <b>PCI Rating</b> |
|--------------------------|-------------------|
| Excellent                | 100 - 86          |
| Good                     | 85-71             |
| Fair                     | 70-56             |
| Poor                     | 55-41             |
| Very Poor                | 40-26             |
| Serious                  | 25-0              |

The Department will conduct full alley inventory inspections every three years, in addition to more frequent inspections of alleys slated for rehabilitation within the next three to five years. This process will ensure that the alleys with the worst pavement conditions are rehabilitated first. Engineering will select three to four alleys per year for the reconstruction program. The scope of work for this program will include alternate bid options for area patching and additional alleys in order to maximize the program budget.

In 2018, the Engineering Division inspected the pavement surfaces of the entire alley inventory. The overall PCI rating was 74, indicating that the average pavement conditions are “good”. This assessment would indicate that the program is adequately managing the Village’s alley assets. At the current funding levels, all “serious” and “very poor” alleys will be completed by 2020. Below is the estimated funding to complete four alleys per year, depending on alley sizes.

| <b>Year</b> | <b>Construction<sup>1</sup></b> | <b>Engineering<sup>2</sup></b> | <b>Total</b> |
|-------------|---------------------------------|--------------------------------|--------------|
| 2020        | \$524,000                       | \$26,000                       | \$550,000    |
| 2021        | \$540,000                       | \$27,000                       | \$567,000    |
| 2022        | \$556,000                       | \$28,000                       | \$584,000    |
| 2023        | \$573,000                       | \$29,000                       | \$602,000    |
| 2024        | \$590,000                       | \$30,000                       | \$620,000    |

<sup>1</sup> Construction funding increases 3% annually to account for inflation.

<sup>2</sup> Engineering (land survey, environmental, geotechnical, and construction material testing services) is estimated at 5% (alleys require more construction material testing than roads)

*Green Alleys*

In 2015 the Village of Wilmette received a grant from the Metropolitan Water Reclamation District of Greater Chicago (MWRD) to build four green alleys. Upon review of the project details, cost estimate, and storm water storage benefits, MWRD determined that the project would reduce flooding and the

burden on the combined sewer system during rain events. A grant was awarded in the amount of \$130,000 to partially fund the installation of green alleys in Wilmette. The grant contribution of \$130,000 reflected the cost differential to incorporate green infrastructure improvements compared to the conventional concrete alley design.

The Municipal Services Committee (MSC) discussed the success of the 2015 program which has performed very well during rain events. Residents have reported the green alleys have significantly better drainage than the original asphalt or concrete alleys. The MSC recommended staff seek additional green infrastructure grant funds from MWRD, however staff is still evaluating the operational costs associated with properly maintaining green alleys to ensure they continue to perform optimally.

**Project Update**

The Engineering Division revised the CIP content and updated funding amounts for 2020-2024.

**Project Alternative**

The alternative is to temporarily patch the alleys with cold-mix asphalt, however this material needs to be replaced on a bi-annual or more frequent basis. A hot-mix asphalt or concrete patching program would provide another intermediate option to repair and extend the service life of the alley pavement. The asphalt patching should last about five to ten years on a stable base, whereas the concrete patching lifespan can be decades.

**Operating Budget Impact**

Is this purchase *routine*   X   or *non-routine*?

| ROUTINE                    |                           |
|----------------------------|---------------------------|
| Department Budget          | Engineering               |
| Account Number Description | Alley Replacement Program |
| Account Number             | 11202035-425200           |

|                                        |      |           |           |
|----------------------------------------|------|-----------|-----------|
| <b>Brick Street Renovation Project</b> | 2020 | \$311,000 | Operating |
| Streets, Sidewalks and Alleys          | 2021 | \$435,000 |           |
|                                        | 2022 | \$318,000 |           |
|                                        | 2023 | \$880,000 |           |
|                                        | 2024 | \$271,000 |           |

- X Critical
- Recommended
- Contingent on Funding

**Original Purchase Date & Cost**

Unknown

**Funding History**

|      |           |           |
|------|-----------|-----------|
| 2019 | \$425,273 | Operating |
| 2018 | \$442,360 | Operating |
| 2017 | \$319,583 | Operating |
| 2016 | \$293,060 | Operating |
| 2015 | \$286,098 | Operating |
| 2007 | \$220,338 | Operating |



With the passage of the increased Home Rule Sales Tax effective January 1, 2015, a portion of the proceeds was dedicated for streets, sidewalk, and alley programs. As a result of the increased revenue, the Board allocated approximately \$240,000 annually of the additional revenue for this project.

**Project Description & Justification**

There are approximately 11 miles of brick streets in Wilmette, which were originally constructed in the early 1900s. The bricks were re-laid during the 1930s and have received little maintenance since. The requested funding level will renovate approximately one to two blocks. The 2017 brick survey determined 13 blocks have been identified in “very poor” condition and 47 blocks are in “poor” condition. The estimated cost of reconstructing all 13 very poor blocks is \$3.5 million.

*Future Brick Programs*

In 2020, staff will look at a modified design strategy of maintaining as much of the existing pavement base as possible and regrading it to achieve proper drainage. This strategy is predicated on existing base conditions that are structurally sound. The modified strategy will result in a lower unit cost for rehabilitation.

Engineering staff inspected and ranked the condition of all of the brick streets in 2017 to develop a five-year plan. Each year, the lowest ranked brick streets are reevaluated to confirm the subsequent five-year plan is appropriate. Another system wide evaluation is scheduled for 2020. The following program is recommended for 2020-2024:

| Year | Block | Street       | Area (SF) | Construction | Engineering <sup>1</sup> | Brick Purchase | Total     |
|------|-------|--------------|-----------|--------------|--------------------------|----------------|-----------|
| 2020 | 300   | 14th Street  | 10,820    | \$271,000    | \$11,000                 | \$29,000       | \$311,000 |
| 2021 | 300   | Oak Circle   | 14,700    | \$379,000    | \$15,000                 | \$41,000       | \$435,000 |
| 2022 | 800   | Oakwood Ave  | 10,440    | \$277,000    | \$11,000                 | \$30,000       | \$318,000 |
| 2023 | 1000  | Michigan Ave | 28,130    | \$766,000    | \$31,000                 | \$83,000       | \$880,000 |
| 2024 | 100   | 14th Street  | 8,430     | \$236,000    | \$9,000                  | \$26,000       | \$271,000 |

<sup>1</sup>Engineering (land survey, environmental, geotechnical, and construction material testing services) is estimated at 4%

### Project Update

Funding amounts have been updated for 2020-2024. An annual inflation factor of 3% is included.

This project was deferred from 2008-2014.

### Project Alternative

The alternative is not to renovate brick streets. This will result in continued deterioration, increased liability and deferred cost in the future. Removing the bricks and rebuilding the street in asphalt would be cost prohibitive and likely very unpopular with the residents.

Engineering staff will evaluate the extent of base repairs based on information contained in soil boring logs obtained during the geotechnical investigation. If the existing base is acceptable, a cost savings may be possible.

### Operating Budget Impact

Is this purchase *routine* \_\_\_ or *X* *non-routine*?

| NON-ROUTINE       |                        |
|-------------------|------------------------|
| Maintenance Costs | \$60 per block to sand |
| Personnel Costs   | None                   |
| Training Costs    | None                   |

|                                                                       |      |           |           |
|-----------------------------------------------------------------------|------|-----------|-----------|
| <b>Pavement Maintenance Program</b><br>Streets, Sidewalks, and Alleys | 2020 | \$135,600 | Operating |
|                                                                       | 2021 | \$139,800 |           |
|                                                                       | 2022 | \$144,000 |           |
|                                                                       | 2023 | \$148,300 |           |
|                                                                       | 2024 | \$152,700 |           |

- X Critical
  - Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**  
N/A

**Funding History**

See projects below for details.

**Project Description & Justification**

The purpose of this program is to extend the service life of pavement surfaces on streets owned and maintained by the Village prior to resurfacing or replacement. This program includes pavement surface rejuvenation, crack sealing, and pavement area patching (non-utility).

Overall Budget

| Year | Pavement Surface Rejuvenation | Pavement Patching | Crack Sealing | Budget Total |
|------|-------------------------------|-------------------|---------------|--------------|
| 2020 | \$18,600                      | \$92,000          | \$25,000      | \$135,600    |
| 2021 | \$19,200                      | \$94,800          | \$25,800      | \$139,800    |
| 2022 | \$19,800                      | \$97,600          | \$26,600      | \$144,000    |
| 2023 | \$20,400                      | \$100,500         | \$27,400      | \$148,300    |
| 2024 | \$21,000                      | \$103,500         | \$28,200      | \$152,700    |

Pavement Surface Rejuvenation

*Funding History*

- 2019 \$16,900<sup>1</sup> Operating
- 2018 \$7,600<sup>2</sup> Operating
- 2017 \$6,000<sup>2</sup> Operating

<sup>1</sup> = Not constructed at time of budget preparation.

<sup>2</sup> = Test programs in 2017 and 2018.

*Project Description & Justification*

Surface rejuvenation is the first stage of the pavement maintenance program. The purpose of the surface rejuvenator, Reclamite, is to restore the flexibility of asphalt pavement that is lost to oxidation. This product will help decrease the deterioration rate of asphalt surfaces, which will reduce or delay the need for more expensive surface treatments, such as crack sealing and area patching. The application period for this product is typically 1 to 2 years after paving asphalt, but Reclamite can also be applied to older pavements showing light hairline cracking, light raveling, segregation, light pitting, and dryness.

A pilot program was initiated in 2017 to test the Reclamite on Village streets. The product was applied to some blocks, while other blocks were left to serve as the control group. While it is still too early in the pavement life cycle to notice a substantial difference in deterioration, there are multiple neighboring municipalities and counties that have implemented this program with evident success. The 2019 project represented an incremental approach to an overall pavement management strategy. Going forward, the primary locations for this project will focus on streets resurfaced or reconstructed through the Road Program or other Village Improvement Projects during the previous year.



### Crack Sealing

#### *Funding History*

|      |                       |                    |
|------|-----------------------|--------------------|
| 2019 | \$42,400 <sup>1</sup> | Operating          |
| 2018 | \$41,200              | Operating          |
| 2017 | \$40,000              | Operating          |
| 2016 | \$40,000              | Operating          |
| 2015 | \$10,000              | Dedicated Revenues |
| 2014 | \$10,000              | Dedicated Revenues |
| 2013 | \$10,000              | Dedicated Revenues |

<sup>1</sup> = Not constructed at time of budget preparation.



#### *Project Description & Justification*

Crack sealing is the second stage of the pavement maintenance program. The purpose of this project is to seal cracks that have developed or expanded on surface of asphalt-paved streets. The goal of this product is to prevent moisture from reaching the base and increasing the rate of pavement degradation.

As of 2018, current funding levels have allowed the Department to seal approximately 0.5 to 1 miles of streets annually, depending on the amount of cracks present. The project focuses on Village streets with 3 to 5-year-old asphalt pavement for the first application of sealant. Engineering staff will then identify streets with 5 to 7-year-old pavement for a second sealing. Pavements that show signs of excessive cracking are excluded from this process because crack sealing is no longer effective.

## **Pavement Patching (non-utility)**

### *Funding History*

2019 \$200,000<sup>1</sup> Operating

<sup>1</sup> Not constructed at time of budget preparation.

### *Project Description & Justification*

Pavement patching is the third stage of the pavement maintenance program. The purpose of this project is to patch localized areas of deterioration in the pavement, on non-brick streets, with hot-mix asphalt or concrete. This work is separate from the program that patches streets due to water main and sewer emergency repairs by the Department.

Throughout the year, crews from the Department will fill potholes, and other failures in the pavement surface, with cold-mix asphalt. While this repair method will immediately eliminate the pavement surface hazards, the cold-mix material only provides a temporary fix. It is not uncommon for crews to refill potholes on an annual or less basis. By utilizing hot-mix asphalt and concrete, these long-term repairs will help extend the service life of the pavement and improve the overall condition of the street or alley.

The patching locations for this project are based on severity and are determined from: pothole locations filled by the Department, incident management complaints regarding pavement condition, and from routine roadway and alley inventory inspections.

In 2019, the Board approved additional budget for this project to account for the substantial increase in pavement failures caused in part by the extreme frigid winter temperatures. The 2020 funding amount is anticipated to complete up to 2,900 SY of 2-inch asphalt patching, depending on the amount of required base repairs.

### **Project Update**

Five year costs have been updated to reflect an annual inflation factor of 3%.

### **Project Alternative**

The alternative to pavement maintenance is doing nothing and waiting for the pavement surface to deteriorate to the point where the street will require resurfacing or reconstruction. However, once the roadway base is impacted from lack of maintenance, the road has to be reconstructed typically between three to four times the costs of resurfacing. These maintenance projects can slow down the decline of the overall pavement condition and improves ride quality.

## Operating Budget Impact

Is this purchase *routine*   X   or        *non-routine*?

| NON-ROUTINE        |                                                                                      |
|--------------------|--------------------------------------------------------------------------------------|
| Maintenance Costs: | No additional costs – pavements will continue to be maintained                       |
| Personnel Costs:   | No additional cost – the Village currently maintains pavements as deficiencies arise |
| Training Costs:    | None                                                                                 |

|                               |      |           |           |
|-------------------------------|------|-----------|-----------|
| <b>Brick Street Repairs</b>   | 2020 | \$110,000 | Operating |
| Streets, Sidewalks and Alleys | 2021 | \$113,000 |           |
|                               | 2022 | \$116,000 |           |
|                               | 2023 | \$119,000 |           |
|                               | 2024 | \$123,000 |           |

X Critical  
 - Recommended  
 - Contingent on Funding

**Types of Maintenance**



**Original Purchase Date & Cost**

Unknown

**Funding History**

|      |           |                    |
|------|-----------|--------------------|
| 2019 | \$140,000 | Operating          |
| 2018 | \$136,000 | Operating          |
| 2017 | \$136,000 | Operating          |
| 2016 | \$136,000 | Operating          |
| 2015 | \$50,000  | Dedicated revenues |
| 2014 | \$40,000  | Dedicated revenues |
| 2013 | \$40,000  | Dedicated revenues |
| 2012 | \$132,000 | Dedicated revenues |

**Project Description & Justification**

This is an annual maintenance program to repair and relay brick pavers that have settled in various locations throughout the Village. In addition, the areas where the edge of pavement has fallen below the gutter line will be repaired. This settlement creates trip hazards, drainage problems, and vehicle damage.

In 2020, Village staff will be conducting a condition evaluation of the entire brick street inventory to update patching and complete renovation schedules.

**Project Update**

The funding request for 2020 has been decreased from \$140,000 to \$110,000 and, \$123,000 has been added to 2024. Costs have been updated to reflect an annual 3% price index.

**Project Alternative**

The alternative is to defer maintenance that can lead to increased liability resulting from car damage caused by settled pavers.

**Operating Budget Impact**

Is this purchase *routine*  X  or   *non-routine*?

| ROUTINE                    |                     |
|----------------------------|---------------------|
| Department Budget          | Engineering         |
| Account Number Description | Brick Street Repair |
| Account Number             | 11202035-425230     |

|                                |      |          |
|--------------------------------|------|----------|
| <b>Sidewalk Repair Program</b> | 2020 | \$70,000 |
| Streets, Sidewalks and Alleys  | 2021 | \$72,100 |
|                                | 2022 | \$74,300 |
|                                | 2023 | \$76,500 |
|                                | 2024 | \$78,800 |

- X Critical
  - Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

Unknown

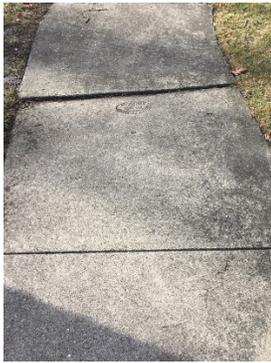
**Funding History**

|      |          |           |
|------|----------|-----------|
| 2019 | \$74,200 | Operating |
| 2018 | \$72,100 | Operating |
| 2017 | \$70,000 | Operating |
| 2016 | \$70,000 | Operating |
| 2015 | \$55,000 | Operating |
| 2014 | \$20,000 | Operating |
| 2013 | \$71,309 | Operating |
| 2012 | \$27,281 | Operating |

**Project Description & Justification**

This project is for the replacement of public sidewalks in various parts of the Village that present a potential tripping hazard.

This is an annual maintenance program to repair damaged sections of sidewalk throughout the Village. The program focuses on replacing sidewalk with a tripping hazard of 1-1/2 inches or greater and also ensures sidewalks are compliant with the American with Disabilities Act (ADA). Sidewalks with minor cracks and/or ponding of water are not considered liability risks and thus are prioritized below trip hazards. Trip hazards are first temporarily repaired with an asphalt patch and then permanently repaired with the sidewalk program. The Engineering and Public Works Department also replaces sidewalks in conjunction with the street resurfacing project. There are five sidewalk inspection zones that are inspected and repaired on a rotating yearly cycle. In addition to sidewalk inspections, the Engineering and Public Works Department repairs all eligible sidewalk hazards reported by residents, regardless of the current work zone.



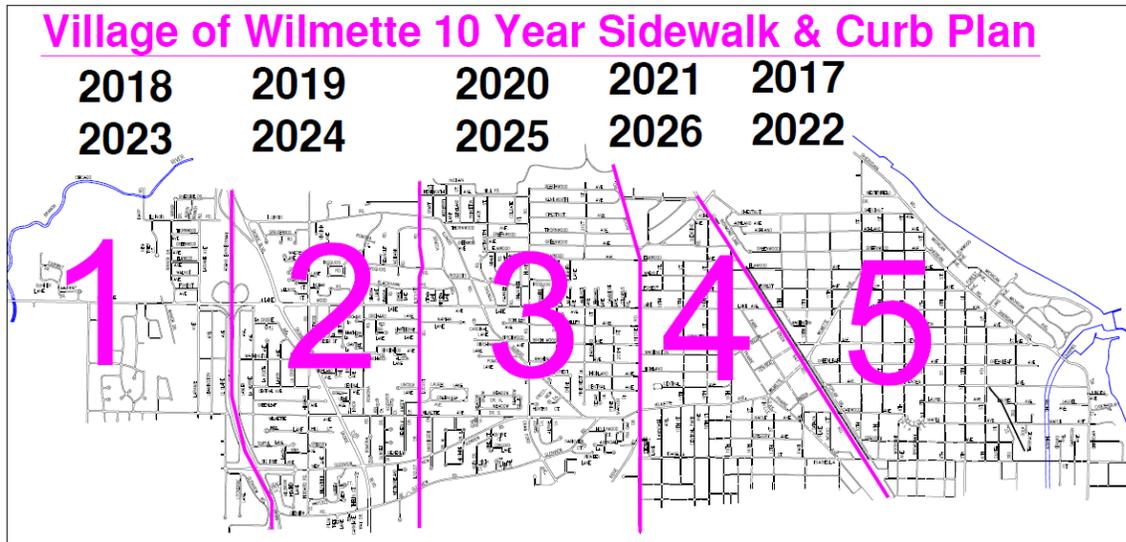
Sidewalk with 1.5" trip hazard



Missing sidewalk



Broken sidewalk with trip hazard



In an effort to incorporate more cost saving opportunities, the Engineering and Public Works Department will also include concrete mud-jacking and sidewalk grinding as options for sidewalk rehabilitation.

**Project Update**

The funding amount of \$78,800 has been added to 2024. An annual inflation factor of 3% is included.

**Project Alternative**

The alternative is to patch the sidewalks with asphalt. This will result in increased maintenance (the asphalt will not last more than a season) and it will cost more to replace sidewalks in the long term. Furthermore, the asphalt patches are considered aesthetically unpleasing by some residents.

**Operating Budget Impact**

Is this purchase *routine*  X  or  non-routine ?

|                            |                         |
|----------------------------|-------------------------|
| ROUTINE                    |                         |
| Department Budget          | Engineering             |
| Account Number Description | Sidewalk Repair Program |
| Account Number             | 11202035-425000         |

|                                 |      |          |           |
|---------------------------------|------|----------|-----------|
| <b>Pavement Marking Program</b> | 2020 | \$50,000 | Operating |
| Streets, Sidewalks and Alleys   | 2021 | \$51,500 |           |
|                                 | 2022 | \$53,000 |           |
|                                 | 2023 | \$54,600 |           |
| X Critical                      | 2024 | \$56,200 |           |
| - Recommended                   |      |          |           |
| - Contingent on Funding         |      |          |           |

---

**Original Purchase Date & Cost**

Unknown

**Funding History**

|      |          |
|------|----------|
| 2019 | \$53,000 |
| 2018 | \$51,500 |
| 2017 | \$50,000 |
| 2016 | \$50,000 |
| 2015 | \$40,000 |
| 2014 | \$20,000 |
| 2013 | \$20,000 |
| 2012 | \$20,000 |
| 2011 | \$40,000 |

**Project Description & Justification**

This safety program is for restriping pavement markings throughout the Village.

The pavement marking program is for the placement of existing and new lane lines, center lines, school crosswalks, railroad crossings, stop bars, edge lines, and speed humps markings on Village streets. Pavement markings provide benefit to motorists, pedestrians and cyclists. The deterioration of pavement markings on Village streets varies. The life cycle of thermoplastic pavement marking on major streets is between two to five years. The life cycle on residential streets is between five and eight years. Traffic volume and weather contribute the most to the deterioration of pavement marking (snowplows, salt, and rough pavements). Pavement marking is mandated by the Federal Highway Administration in the Manual for Uniform Traffic Control Devices (MUTCD) and the State of Illinois.

Staff determined that the previous funding level of \$20,000 was inadequate to keep up with the amount of striping needed on an annual basis. As a result, a detailed pavement marking inventory was completed to quantify the amount of annual striping necessary to maintain adequate pavement markings on Village streets.

In past years a large number of streets were striped for traffic calming purposes. Hunter Road, for example, was striped with centerlines, edge lines, and parking lanes for purposes of lane delineation and traffic calming. In addition, concrete surfaces require epoxy pavement markings, which are

approximately double in cost. Concrete speed bumps and concrete pavements require extensive striping with epoxy material. Winter weather and excessive snow plowing have contributed to reduced pavement marking visibility throughout the Village. Finally, arterial striping on high volume roads such as Sheridan Road, Lake Avenue, Ridge Road, Green Bay Road, and Glenview Road (west of Skokie) have been added to the Village street system through jurisdictional transfer, increasing the amount of pavement marking. Pavement marking is a safety element of road maintenance.

**Project Update**

The funding request of \$56,200 has been added to 2024 which includes a 3% annual inflation rate.

**Project Alternative**

Pavement marking is contracted out and performed using thermoplastic and epoxy material. Public Works does not have the equipment to install thermoplastic or epoxy markings. Thermoplastic or epoxy will last approximately five times longer than water-based paint. In order to perform pavement marking in-house increase, additional personnel and a budget increase for materials to do the striping would be necessary.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

|                            |                          |
|----------------------------|--------------------------|
| ROUTINE                    |                          |
| Department Budget          | Engineering              |
| Account Number Description | Pavement Marking Program |
| Account Number             | 11202035-425220          |

**Phase I Engineering Studies**

|                               |                       |           |
|-------------------------------|-----------------------|-----------|
| Streets, Sidewalks and Alleys | 2021 \$220,000        | Operating |
|                               | 2022 \$180,000        |           |
|                               | 2023 \$260,000        |           |
| X                             | Critical              |           |
| -                             | Recommended           |           |
| -                             | Contingent on Funding |           |

---

**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

The purpose of this funding is to take full advantage of federal transportation grant opportunities that require Phase I engineering studies.

The Village contains nearly 14 miles of locally-maintained streets that are eligible for Federal Aid. This designation allows improvements on these routes to qualify for federal transportation grant funding. Depending on the scope of work, the most common grants available for roadway improvements are Surface Transportation Program (STP), Congestion Mitigation and Air Quality (CMAQ), and the Illinois Transportation Enhancement Program (ITEP). These federally funded transportation projects are obligated to follow a three-phase process; Phase I Engineering Studies, Phase II Design Engineering, and Phase III Construction. These phases are completed in accordance with Illinois Department of Transportation (IDOT) standards. IDOT provides oversight of all phases to ensure compliance with State and Federal standards.

The services involved in a Phase I study vary depending on the proposed scope of work. For example, a simple street resurfacing project with minor changes to roadway characteristics will require much less effort than a roadway reconstruction project that includes travel lane or intersection configuration modifications. The more substantial improvements will require a Phase I report. A Phase I report will include investigation of alternatives with consideration of cultural, biological, environmental, and engineering factors. In addition, safety, serviceability, and economy must be considered during project development. Phase I reports also include the results of public involvement activities.

In order to obtain approval for federal funding, the Village must submit successful grant applications. In the most recent funding cycle, CMAQ and ITEP grants now require Phase I studies to be complete, or nearly completed, in order to be eligible for grant funding. Additionally, STP grants are transitioning to a grant application scoring system to allocate more points if a Phase I study is complete or nearly complete. In all cases, Phase I engineering is not eligible for federal funding and must be locally funded.

The following table include federal aid eligible roadways and corresponding grant funding targets.

**Phase I Studies**

| Year | Description                                    | Limits (From / To) |              | Est. Const. Cost | Est. Study Cost        | Grant Funding Application Target |
|------|------------------------------------------------|--------------------|--------------|------------------|------------------------|----------------------------------|
| 2021 | Green Bay Resurfacing & Streetscape            | South Limits       | North Limits | \$3,500,000      | \$210,000              | 2022 STP local, 2021/22 ITEP     |
| 2021 | Illinois Road Resurfacing                      | Wilmette Ave       | Locust Road  | \$1,400,000      | \$10,000               | 2022 STP local                   |
| 2022 | Lake Avenue Corridor Improvements <sup>1</sup> | Green Bay Rd       | Sheridan Rd  | \$3,000,000      | \$180,000              | 2023 CMAQ, 2023/24 ITEP          |
| 2023 | Lake Avenue Resurfacing                        | Ridge Rd           | Green Bay Rd | \$1,000,000      | \$10,000               | 2024 STP local                   |
| 2023 | Old Glenview Resurfacing                       | Skokie Blvd        | Wilmette Ave | \$1,300,000      | \$10,000               | 2024 STP local                   |
| 2023 | Hibbard Road Reconstruction <sup>2</sup>       | Old Glenview Rd    | Skokie Blvd  | \$4,000,000      | \$240,000 <sup>3</sup> | 2024 STP local, 2025/26 ITEP     |

<sup>1</sup> Includes bicycle accommodations and Lake/Wilmette/11<sup>th</sup> intersection improvements

<sup>2</sup> Includes bicycle accommodations and drainage improvements (Cook County jurisdiction)

<sup>3</sup> Anticipated to be mostly funded by Cook County

**Phase I Studies Complete or Underway**

| Year | Description                 | Limits (From / To) |              | Est. Const. Cost | Study Cost            | Grant Funding Application Target |
|------|-----------------------------|--------------------|--------------|------------------|-----------------------|----------------------------------|
| 2019 | Skokie Valley Trail         | S. Limits          | N. Limits    | \$2,950,000      | \$25,000 <sup>4</sup> | 2019/20 ITEP                     |
| 2019 | Wilmette Avenue Resurfacing | Ridge Rd           | Green Bay Rd | \$1,200,000      | \$0                   | 2020 STP local                   |

<sup>4</sup> Village share of \$188,000 study

Once a project secures federal funding and is programmed for construction, a stand-alone CIP sheet will be generated to display funding needed for the local share of Phase II engineering and Phase III construction.

**Project Update**

This is a new CIP item for 2020.

**Project Alternative**

The alternative to using federal funds is to improve roadways using local funding only.

**Operating Budget Impact**

Is this purchase  routine or  non-routine?

| NON-ROUTINE                           |      |
|---------------------------------------|------|
| Department Budget - Maintenance Costs | None |
| Personnel Costs                       | None |
| Training Costs                        | None |

*Engineering and Public Works*

## Street Light Pole Painting

Streets, Sidewalks and Alleys

- Critical
- X Recommended
- Contingent on Funding

|      |          |
|------|----------|
| 2020 | \$40,925 |
| 2021 | \$41,850 |
| 2022 | \$42,805 |
| 2023 | \$43,780 |
| 2024 | \$44,800 |

Operating

### Original Purchase Date & Cost

N/A

### Funding History

|      |             |             |
|------|-------------|-------------|
| 2019 | \$30,921.78 | (151 poles) |
| 2018 | \$29,866.00 | (146 poles) |
| 2017 | \$63,891.36 | (312 poles) |
| 2016 | \$ 4,095.60 | ( 20 poles) |
| 2015 | \$24,983.16 | (122 poles) |
| 2014 | \$12,286.80 | ( 60 poles) |
| 2006 | N/A         |             |
| 2003 | N/A         |             |



### Project Description & Justification

For 2020, this project entails light pole painting and lead paint abatement. Denoted in the table below is breakdown of the costs for these two services.

|                      | Qty. | Unit Cost | Total Cost      |
|----------------------|------|-----------|-----------------|
| Light Pole Painting  | 151  | \$204.78  | \$30,925        |
| Light Pole Abatement | 16   | \$625.00  | \$10,000        |
|                      |      |           | <b>\$40,925</b> |

#### Painting -Light Poles

This request is for the refurbishing (i.e. scraping, priming and painting) of approximately 151 decorative green light poles. Since 2014, the Village has painted a total of 791 decorative green light poles and based on a continuation of funding, all 1,539 decorative green light poles will be painted by YR 2024, reflecting a 10-cycle.

Overall, there are approximately 2,453 street lights in the system of which 649 are constructed of concrete and require no painting. There are also 162 decorative black light poles (aluminum construction) located in the Village Center and Central Business District areas. The remaining 1,539 decorative green light poles are manufactured of cast iron or aluminum and have lengths of 10 and 12-feet.

Over time, the condition of the paint deteriorates, exposing bare metal leading to corrosion, attributed to continual, open exposure to the elements (i.e. UV exposure, road salt spray, etc.). As a result, painting is viewed as an ongoing routine maintenance project, which should be performed periodically, preferably annually. Light poles appear in like new condition after refurbishing.

The Village's decorative green light poles were previously painted and rehabilitated during the multi-year street lighting improvement project which concluded in 2003 (1,179 light poles); the remaining balance of 360 light poles were painted in 2006. Since 2014, the Village has approved annual budgets for contractual light pole painting with an amassed total of 791 light poles refurbished, located in the following areas:

- South of Wilmette Ave between Ridge Rd. and Green Bay Rd. (202 poles)
- Entire area between Ridge Rd. and Green Bay Rd., north of Wilmette Ave (190 poles)
- Old Glenview Road between Sunset and Crawford Ave (48 poles)
- Area between Green Bay Rd. and Sheridan Rd., north of Greenwood Ave (74 poles)
- Area delimited by Green Bay Rd., Michigan, Chestnut and Central Avenues (277 poles)

Light pole painting has been performed under contract awarded through a Request for Quotation (RFQ) process. The existing contract was approved by the Village Board in October 2013, and was extended at fixed unit pricing (\$204.78 per light pole) for years: 2015, 2016, 2018, 2018 and 2019. The scope of work requires prevailing wage labor rates.

### Lead Paint Abatement – Light Poles

In 2016 and 2017, the Village tested all 1,539 decorative green light poles for lead paint and 93 light poles tested positive.

In 2018, staff contacted several licensed lead paint abatement firms and obtained proposals from two vendors. The lowest proposal was \$625 per light pole which is significantly cheaper (67%) than the replacement cost of a new light pole (\$1,900-material cost for light pole only). Staff proceeded ahead with a pilot project where four light poles and two fire hydrants were abated in 2018 and nine light poles and one fire hydrant abated in 2019. Overall, the program was successful and staff recommends continuation of this program for lead paint abatement. The scope of work requires prevailing wage labor rates.

For YR 2020, staff recommends remediating the remaining light poles containing lead paint over the next five years for an additional \$50,000 (80 light poles total) or \$10,000 per year. However, staff will look to negotiate lower unit pricing with the current abatement vendor as there are a higher quantity of light poles and there will be additional work with abating 50 fire hydrants. The remediated light poles would then be painted under the regular light pole painting program.

### **Project Update**

Starting in YR 2020, the cost of abatement was added to the budget at \$10,000 per year (\$50,000 for 80 light poles).

### **Project Alternative**

The alternative is to delay the project and reschedule the work during later years and/or schedule abatement services over multiple years instead of one year.

**Operating Budget Impact**

Is this purchase *routine* X or *non-routine* \_\_\_\_\_?

| ROUTINE                    |                                              |
|----------------------------|----------------------------------------------|
| Department Budget          | Engineering & Public Works / Street Lighting |
| Account Number Description | Street Light Pole Painting                   |
| Account Number             | 11333030-422210                              |

| <b>LED Street Light Luminaire Replacement</b> |                       | 2020 | \$25,500 | Operating |
|-----------------------------------------------|-----------------------|------|----------|-----------|
| Streets, Sidewalks and Alleys                 |                       | 2021 | \$26,275 |           |
|                                               |                       | 2022 | \$27,060 |           |
| -                                             | Critical              | 2023 | \$27,855 |           |
| X                                             | Recommended           | 2024 | \$28,800 |           |
| -                                             | Contingent on Funding |      |          |           |



**Project Description & Justification**

This is a five-year project and entails replacement of 385 (or 77 each annually) conventional street light luminaires (i.e. concrete poles) with LED street light technology. The total five-year upfront cost is \$135,490; however, after receiving rebates totaling \$43,120 the final net total cost is \$92,370 with return on investment between 10-12 years (attributed to annual energy savings). The ROI calculation is based on known information at this time; however, rebate amounts, energy and material costs are subject to change and will affect the ROI. The new LED luminaires come with a 10-year warranty (or 43,030 hours) and have an expected useful life of 11.62 to 16.26 years (or 50,000-70,000 hours).

The project includes participation in ComEd’s Energy Efficiency Program (EEP) which offers rebates for municipalities to replace conventional streetlight luminaires with LED technology. Municipalities are required to pay upfront for all material costs and complete installation prior to receiving rebates, therefore, the requested budget amounts for each year account for all material costs associated with the project (i.e. luminaire heads, new wiring, shorting cap/photo cells and fuse assemblies). Removal/installation will be handled by in-house crews with the intent to reuse the existing light poles and arms and replace on an as-needed-basis only (i.e. poor condition). Denoted in sections below is further discussion on projected rebate amounts for each budget year and forecasted energy savings which collectively impact the return on investment (ROI).

Of the Village’s 2,453 street lights, 1,539 are decorative green poles, 649 are concrete and 162 are decorative black poles (i.e. downtown and business district areas). This project targets 385 of the 649 concrete poles which currently house high intensity discharge (HID) luminaire cobra heads. The other 264 concrete poles were previously retrofitted with CFL bulbs. The vast majority of these concrete poles are located west of Ridge Road. Likewise, most of the decorative green and black poles have been or are in the process of being replaced with LED bulbs as part of a simple retrofit where rebates are issued at time of purchase.

Rebate Calculation (ComEd)

The EEP program provides rebate based on the watts/hour (Wh) reduced per luminaire replacement.

|                 |                          |
|-----------------|--------------------------|
| 295 (Wh)        | HID Luminaire (Current)  |
| 135 (Wh)        | LED Luminaire (Proposed) |
| <b>160 (Wh)</b> | <b>Energy Savings</b>    |

The rebate amount is calculated at \$0.70 per Wh reduced or \$112.00 per luminaire (160 Wh x \$0.70). Denoted in the table below is breakdown of material costs and rebates for each budget year.

| <b>Budget Year</b>             | <b>2020</b>     | <b>2021</b>     | <b>2022</b>     | <b>2023</b>     | <b>2024</b>     |
|--------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| LED Luminaire*                 | \$261           | \$269           | \$277           | \$285           | \$295           |
| 120' Wiring*                   | \$13            | \$13            | \$14            | \$14            | \$15            |
| Shoring Cap/Photocell*         | \$3             | \$3             | \$4             | \$4             | \$4             |
| Fuse Assembly*                 | \$54            | \$56            | \$57            | \$59            | \$61            |
| Subtotal (Material) –Unit Cost | \$331           | \$341           | \$351           | \$362           | \$374           |
| Quantity (No. of Luminaires)   | 77              | 77              | 77              | 77              | 77              |
| <b>Total Cost (Material)</b>   | <b>\$25,500</b> | <b>\$26,275</b> | <b>\$27,060</b> | <b>\$27,855</b> | <b>\$28,800</b> |
| Rebate (Unit Rate)             | (\$112)         | (\$112)         | (\$112)         | (\$112)         | (\$112)         |
| Quantity (No. of Luminaires)   | 77              | 77              | 77              | 77              | 77              |
| Rebate (Total)                 | (\$8,624)       | (\$8,624)       | (\$8,624)       | (\$8,624)       | (\$8,624)       |
| <b>Total Cost (Net)</b>        | <b>\$16,873</b> | <b>\$17,651</b> | <b>\$18,435</b> | <b>\$19,227</b> | <b>\$20,172</b> |

\*Includes annual 3% price increase on material costs

Energy Savings and Return on Investment (ROI) Calculation

The annual energy savings is calculated at \$0.0314 per kWh reduced and for each HID luminaire replaced with an LED luminaire head; equates to an annual savings of \$21.62 per unit (see calculation below).

$$\frac{160 \text{ Energy Savings (Wh)}}{4,303 \text{ Hours (per year)}} = \mathbf{688.48 \text{ Energy Savings (kWh)}}$$

$$\frac{688.48 \text{ Energy Savings (kWh)}}{\$0.0314 \text{ Current Rate (per kWh)}} = \mathbf{\$21.62 \text{ Annual Savings (per Luminaire)}}$$

Denoted in the tables below is a comparison summary of ROI for each budget year, warranty period and expected useful life (EUL) of the LED luminaire heads.

| <b>CIP Year</b>                  | <b>2020</b>    | <b>2021</b>    | <b>2022</b>    | <b>2023</b>    | <b>2024</b>    |
|----------------------------------|----------------|----------------|----------------|----------------|----------------|
| Net Cost                         | \$16,873       | \$17,651       | \$18,435       | \$19,226       | \$20,171       |
| Annual Energy Savings (77 units) | \$1,665        | \$1,665        | \$1,665        | \$1,665        | \$1,665        |
| ROI (years)                      | 10.14          | 10.60          | 11.07          | 11.55          | 12.12          |
| Warranty (years)                 | 10.00          | 10.00          | 10.00          | 10.00          | 10.00          |
| EUL (years)                      | 11.62 to 16.26 |

**Project Update**

This is a new budget request submitted as part of the 2020 CIP Budget.

**Project Alternative**

The alternative is to delay the project and reschedule the work during later years and/or schedule abatement services over multiple years instead of one year.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine* \_\_\_\_\_?

| ROUTINE                    |                                              |
|----------------------------|----------------------------------------------|
| Department Budget          | Engineering & Public Works / Street Lighting |
| Account Number Description | Street Light Supplies -Light Poles and Parts |
| Account Number             | 11333030-430124                              |

|                                 |      |          |           |
|---------------------------------|------|----------|-----------|
| <b>Curb Replacement Program</b> | 2020 | \$25,000 | Operating |
| Streets, Sidewalks and Alleys   | 2021 | \$25,800 |           |
|                                 | 2022 | \$26,600 |           |
|                                 | 2023 | \$27,400 |           |
|                                 | 2024 | \$28,200 |           |

- Critical  
X Recommended  
- Contingent on Funding

**Original Purchase Date & Cost**

Unknown

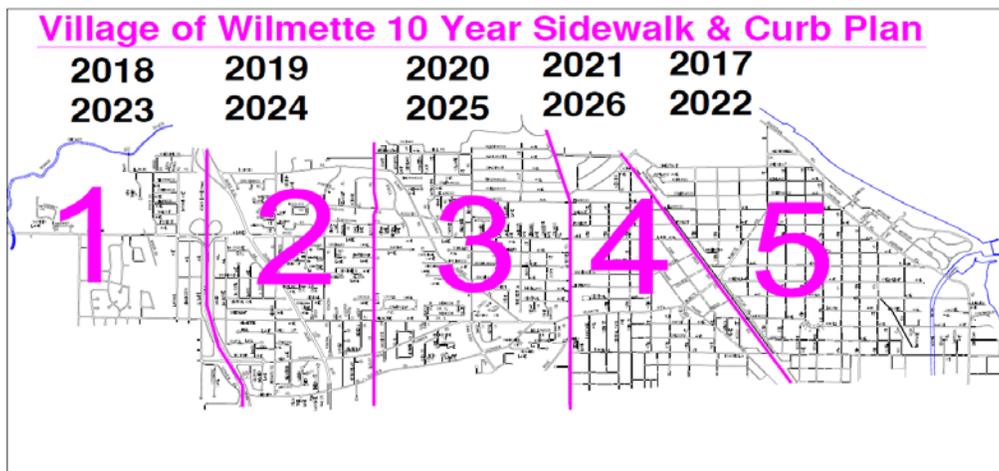


**Funding History**

|      |          |                    |
|------|----------|--------------------|
| 2019 | \$43,400 | Operating          |
| 2018 | \$42,200 | Operating          |
| 2017 | \$40,000 | Operating          |
| 2016 | \$40,000 | Operating          |
| 2015 | \$10,000 | Operating          |
| 2014 | \$8,000  | Operating          |
| 2013 | \$20,000 | Operating          |
| 2012 | \$8,448  | Dedicated Revenues |

**Project Description & Justification**

This project funds the annual maintenance program to replace non-functional, hazardous, broken and missing curbs throughout the Village. It is for the replacement of curbs and gutters that no longer facilitate positive drainage and/or has deteriorated in various locations throughout the Village. The Village staff evaluates curbs on a five year rotating cycle in conjunction with the Sidewalk Program. In addition to curb inspections, the Engineering and Public Works Department repairs all eligible curb hazards reported by residents, regardless of the current work zone.





*Broken and missing curb with potential to damage vehicles*

### **Project Update**

The funding amount of \$28,200 has been added to 2024. An annual inflation factor of 3% is included.

### **Project Alternative**

The alternative is not to replace curbs. Curbs that result in poor street drainage will cause accelerated deterioration of the edge of pavement resulting in potholes and the necessity for additional maintenance.

### **Operating Budget Impact**

Is this purchase *routine*   X   or *non-routine*?

| ROUTINE                    |                          |
|----------------------------|--------------------------|
| Department Budget          | Engineering              |
| Account Number Description | Curb Replacement Program |
| Account Number             | 11202035-425100          |

**RRFBs at Plaza de Lago Pedestrian Crossing**    2021    \$30,000 Operating/Grant

Streets, Sidewalks and Alleys

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description**



Plaza del Lago Ped Crossing



Wilmette  
Prairie Ave  
RRFB

In fall of 2014, the Village received a petition from many residents who reside on the east side of Sheridan Road, north of Westerfield, requesting pedestrian safety enhancements to improve access to and from Plaza Del Lago and BMO/Harris Bank. At the direction of the Transportation Commission, the Village constructed a crosswalk at the Plaza del Lago entrance in 2015.

Since the crosswalk was installed, there were additional requests for improvements that would encourage driver compliance, specifically installation of a traffic signal. In response, the Village retained the services of Kimley-Horn and Associates to evaluate the feasibility of installing additional enhancements. Kimley-Horn's review determined that warrants are not met for a traffic signal or pedestrian activated overhead signal at this location. They did, however, indicate that rapid reflecting flashing beacons (RRFBs) were feasible in this location. The RRFBs would be similar to the ones installed at Wilmette and Prairie Avenue. Depending on the new Plaza owner's plans for the property, it may make sense to defer this project for an additional year.

**Project Update**

None.

**Project Alternative**

The alternative to funding this project is to maintain the existing signage and pavement marking or to seek financial participation from the owners of the shopping center.

## Operating Budget Impact

Is this purchase *routine* \_\_\_\_ or *X* *non-routine*?

| NON-ROUTINE        |                                                                                                 |
|--------------------|-------------------------------------------------------------------------------------------------|
| Maintenance Costs: | Maintenance of RRFB is minimal because it is solar-powered.                                     |
| Personnel Costs:   | No additional cost – personnel currently perform scheduled maintenance of public infrastructure |
| Training Costs:    | None                                                                                            |

---

|                                         |      |           |           |
|-----------------------------------------|------|-----------|-----------|
| <b>Decorative/Roadway Street Lights</b> | 2021 | \$120,000 | Operating |
| Streets, Sidewalks and Alleys           | 2022 | \$ 44,000 |           |

---

- Critical
  - Recommended
  - X Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A

**Funding History**

2018 \$77,300 Operating

**Project Description & Justification**

The Village’s street lighting policy allows residents to petition the Village for changes, modifications and additions to their street lighting. The petitions are reviewed by the Municipal Services Committee (MSC) of the Village Board. If the Committee determines the terms of the policy are met, the project is placed in the capital improvement program. The projects below have been reviewed by the MSC and are recommended for inclusion on the CIP.



As an option to funding these project with public funds, in 2016, the Village Board approved a special service area policy that allows residents to fund capital projects through taxes over an established number of years.

**Iroquois Road - \$120,000**

Remove the existing cobra style street lighting and install decorative street lighting within the Iroquois Road cul-de-sac. This project was the result of a resident petition from the Iroquois Road neighbors. The request was reviewed and recommended by the Municipal Services Committee in 2012.

**Harvard Lane - \$44,000**

Install decorative street lighting on Harvard Lane, north of Lake Avenue. This project was the result of a resident petition from the Harvard Lane neighbors. The request was reviewed and recommended by the Municipal Services Committee in 2015.

**Project Update**

This project is deferred to 2021 and 2022 and the project cost has increased by approximately 3% to account for inflation.

**Project Alternative**

Maintain the existing street lighting.

**Operating Budget Impact**

Is this purchase *routine* \_\_\_\_ or *X* *non-routine*?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

## Engineering and Public Works

|                                                             |      |                                             |
|-------------------------------------------------------------|------|---------------------------------------------|
| <b>Skokie Valley Trail</b><br>Streets, Sidewalks and Alleys | 2020 | \$300,000 (Phase II Design) Grant/Operating |
|                                                             | 2021 | \$415,000 (ROW/Permits/Wetland Mitigation)  |
|                                                             | 2022 | \$158,000 (Construction)                    |

- Critical
- Recommended
- X Contingent on Funding

### Original Purchase Date & Cost

N/A

### Funding History

2018 \$25,000

### Project Description

The concept of a Skokie Valley Trail was derived from Wilmette’s Bicycle Task Force over ten years ago. The goal of the project is to convert the discontinued Union Pacific Railroad corridor, located west of Laramie Avenue, into a multi-use pedestrian and bike trail. The limits of the proposed trail are from Voltz Road in Northfield on the north end to Old Orchard Road in Skokie on the south. This 4.5 mile corridor fills a gap in the regional path with connectivity from Wisconsin to the City of Chicago.

In July of 2017, the Village (along with Glenview, Skokie and Northfield) received a grant from Cook County for a portion of the Phase I engineering study. A financial summary is as follows:

| Year      | Description                                              | Costs              | Grant                  | Local Share                                              |
|-----------|----------------------------------------------------------|--------------------|------------------------|----------------------------------------------------------|
| 2018-2019 | Phase I Engineering Study                                | \$288,000          | \$188,000              | \$25,000/per agency                                      |
| 2020-2021 | Phase II Design Engineering                              | <b>\$300,000</b>   | \$150,000 <sup>1</sup> | \$40,000 <sup>2</sup> , estimated Wilmette share         |
| 2021      | Right-of-Way Acquisition, Permits and Wetland Mitigation | \$1,850,000        | TBD                    | <b>\$415,000</b> <sup>3</sup> , estimated Wilmette share |
| 2022      | Construction                                             | \$2,950,000        | TBD                    | <b>\$158,000</b> <sup>3</sup> , estimated Wilmette share |
|           | <b>Total</b>                                             | <b>\$5,388,000</b> |                        |                                                          |

<sup>1</sup> Currently have Invest in Cook grant (50/50 County/Local split), waiting for result of federal TAP grant (80/20 Federal/Local split) in Fall 2019.

<sup>2</sup> Includes Invest in Cook grant. Amount will be less if federal TAP grant is awarded.

<sup>3</sup> Amounts include grants yet to be awarded, potential ROW acquisition grants are anticipated to fund at 50/50 split and potential construction grants are anticipated to fund at an 80/20 split.

## Project Update

In 2019, the Villages of Northfield and Wilmette submitted grant applications that would provide financial support for Phase II design. The Village submitted an application for the Invest in Cook Program (50/50 split) and the Village of Northfield submitted an application for the CMAQ/TAP-L program (80/20 split). The Village of Wilmette was informed of an Invest in Cook grant award in July 2019. The CMAQ/TAP-L grant application scored well with CMAP board action anticipated in October 2019.

Engineering staff is coordinating with the other Villages involved to apply for the 2020 Illinois Transportation Enhancement Program (ITEP) for land acquisition (50/50 split) and construction (80/20 split) funding.

## Project Alternative

The alternative to funding the trail with grant funds is to fund it through local appropriations.

## Operating Budget Impact

Is this purchase *routine* \_\_\_ or \_\_\_X *non-routine*?

| NON-ROUTINE        |                                                                                                                          |
|--------------------|--------------------------------------------------------------------------------------------------------------------------|
| Maintenance Costs: | \$2,500 - \$5,000 per mile per year for contractual landscaping. \$10,000 per mile per year if grass cutting is included |
| Personnel Costs:   | \$950 - \$1,400 in-house personnel cost (40-60 hours per year)                                                           |
| Training Costs:    | None                                                                                                                     |

### West Lake Avenue Ped/Bike Improvements

Streets, Sidewalks and Alleys

2021 \$300,000 (Phase I Study) Operating  
2022 \$300,000 (Phase II Design)  
2023 \$1,800,000 (Construction)

- Critical
  - Recommended
  - X Contingent on Funding
- 

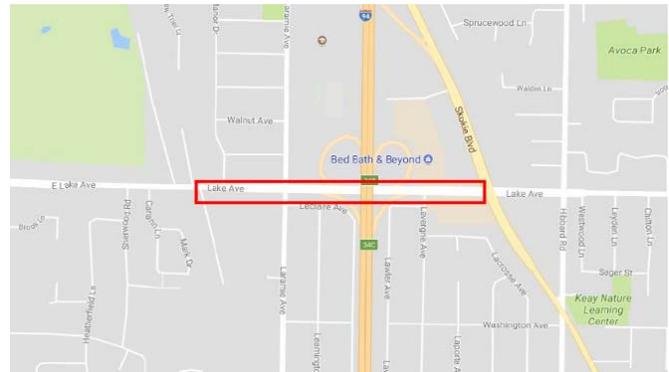
#### Original Purchase Date & Cost

N/A

#### Funding History

N/A

#### Project Description



This project will include a Phase I engineering and feasibility study to analyze three previously identified bridge alternatives along or near East Lake Avenue for crossing I-94 with a bike path. The design and construction of the preferred alternative will include bridge design and installation of the bridge and path with connection to adjacent sidewalk and trails, ADA access and detectable warnings at ramp and street crossings.

The new two-way multi-use path will safely connect the east and west sides of Interstate 94 with residential neighborhoods, businesses, restaurants, schools, parks and the Wilmette Park District. It will connect the proposed Skokie Valley Trail path to the east side of I-94 to future side paths along Skokie Blvd. per the Village's draft Master Bicycle and Active Transportation Plan.

\$300,000 for a Phase I engineering study has been programmed for 2021, \$300,000 for Phase II design engineering has been programmed for 2022, and \$1.8 million for construction has been programmed for 2022.

#### Project Update

This project was deferred to 2021 as staff will continue to identify additional grant opportunities (a grant application was submitted previously but was unsuccessful).

#### Project Alternative

The alternative to funding this project with grants is to fund it locally through a debt issuance.

#### Operating Budget Impact

Is this purchase *routine* \_\_\_ or X *non-routine*?

| NON-ROUTINE       |                                               |
|-------------------|-----------------------------------------------|
| Maintenance Costs | None as this is State and County jurisdiction |
| Personnel Costs   | None                                          |
| Training Costs    | None                                          |

|                               |      |          |           |
|-------------------------------|------|----------|-----------|
| <b>Traffic Calming</b>        | 2020 | \$25,000 | Operating |
| Streets, Sidewalks and Alleys | 2021 | \$25,000 |           |
|                               | 2022 | \$25,000 |           |
|                               | 2023 | \$25,000 |           |
|                               | 2024 | \$25,000 |           |
| - Critical                    |      |          |           |
| - Recommended                 |      |          |           |
| X Contingent on Funding       |      |          |           |

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**Original Purchase Date & Cost**

Annual

**Funding History (Budgeted Amounts)**

2019 \$ 30,000 - Operating

2010 \$ 20,000 - Operating

2008 \$ 10,000 - Operating

2007 \$ 20,000 - Operating

**Project Description & Justification**

This program is for the design and installation of traffic calming measures on various Village streets. Speed bumps are generally scheduled to be installed in conjunction with street projects.

The Transportation Commission developed a traffic calming policy and procedure in 2000. Since that time, there have since been many traffic calming projects, including Manor Drive, Locust Road, Thornwood Avenue, Kenilworth Avenue, and the 1400 blocks of Forest and Elmwood Avenues. All of these traffic calming projects have been effective in reducing speeds and cut-through traffic.

The Transportation Commission will focus on Kenilworth Gardens as the next traffic calming area, specifically the 1900-2200 blocks of Elmwood, Greenwood and Thornwood. The 2019 traffic calming funds will be used to hire a traffic consultant to perform a neighborhood study and calming plan for Kenilworth Gardens. In 2020 and beyond, the traffic calming funds will be used to implement the plan.

**Project Update**

\$25,000 has been added to 2024.

**Project Alternative**

The alternative would be to not fund traffic calming. This may result in requests for more speed enforcement or electronic speed trailers on Village streets.

## Operating Budget Impact

Is this purchase *routine*  X  or   *non-routine*?

| ROUTINE                    |                         |
|----------------------------|-------------------------|
| Department Budget          | Engineering             |
| Account Number Description | Traffic Calming Program |
| Account Number             | 11202035-425245         |

|                                      |      |           |           |
|--------------------------------------|------|-----------|-----------|
| <b>Edens Pollinator Corridor</b>     | 2020 | \$ 5,700  | Operating |
| Professional Services – Public Works | 2021 | \$ 13,500 | Operating |
|                                      | 2022 | \$ 20,000 | Operating |
| - Critical                           | 2023 | \$ 28,000 | Operating |
| - Recommended                        | 2024 | \$ 39,000 | Operating |
| X Contingent on Funding              | 2025 | \$ 45,000 | Operating |

**Original Purchase Date & Cost**  
This is a new request for 2020.

**Funding History**  
N/A

**Project Description & Justification**

This is a request for the creation of the Wilmette Edens Pollinator Corridor, which will convert large areas of turfgrass to prairie along the Edens Expressway. The Corridor will be planted with a low-growing ‘meadow mix’ which will enhance the aesthetics of the area, while supporting necessary pollinators like bees, butterflies, and birds.



The Wilmette Edens Pollinator Corridor is a multi-year project encompassing seven unique sites adjacent to the Edens Expressway, totaling approximately 5.63 acres in all. These pocket nature preserves are uniquely situated to provide both passive recreation to local residents, and a model of green infrastructure to countless commuters utilizing the expressway daily.

| Proposed Timeline | Site Design & Installation      | Site Maintenance          |
|-------------------|---------------------------------|---------------------------|
| 2019              | Site 1: Lake & Laramie          | N/A                       |
| 2020              | Site 2: Glenview & Hibbard      | Site 1                    |
| 2021              | Site 3: Lake & Lavergne         | Sites 1 and 2             |
| 2022              | Site 4: Glenview & Long – North | Sites 1, 2 and 3          |
| 2023              | Site 5: Glenview & Long – South | Sites 1, 2, 3, and 4      |
| 2024              | Site 6: Glenview & Heather      | Sites 1, 2, 3, 4, and 5   |
| 2025              | Site 7: Glenview & Big Tree     | Sites 1, 2, 3, 4, 5 and 6 |
| 2026              | N/A                             | All Sites                 |

Deep-rooted prairie plants will promote infiltration of storm water, reduce runoff, and require less maintenance. Each of these sites is currently mowed 21 times annually. In restoring these sites to prairie plantings, the Village will significantly reduce the mowing responsibilities, which directly results in a reduced carbon footprint.

The design services for these sites will be contracted out to ensure proper site preparation and plant installation, and appropriate continued maintenance. Sites will have a 6' to 9' wide mowed border for maintenance purposes and vehicular visibility with large, undulating curves to add interest along the perimeter. The mowed border will also allow pedestrian access to the sites, somewhat removed from the surrounding roadways. Within the seeded areas, pockets of supplemental plugs will be included in key areas to increase success of establishment and add color impact.

The parcel at the corner of Glenview and Hibbard is owned by the Village, while the remaining six parcels are owned by the State of Illinois. The Illinois Department of Transportation (IDOT) has provided the Village with written support for this project, encouraging the model of reduced mowing through restoration of prairie plantings.

The Village has applied for grants to help fund the site preparation and installation of the first site at Lake & Laramie. Staff anticipates pursuing additional grants to help fund future phases of the Corridor. Additionally, this project is fortunate to have the support of volunteers from community groups such as the Rotary Club of Wilmette Harbor and Wilmette Openlands.

The Wilmette Edens Pollinator Corridor could serve as a model for the restoration of other similarly barren sites along the Edens Expressway and other IDOT highways.

**Project Update**

This is a new project request as part of the 2020 CIP Budget.

**Project Alternative**

This project can be deferred until later year(s).

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ *routine* or \_\_\_X\_\_\_ *non-routine*?

| NONROUTINE        |                                   |
|-------------------|-----------------------------------|
| Maintenance Costs | \$20,000 annually for all 7 sites |
| Personnel Costs   | None                              |
| Training Costs    | None                              |

## Ten Year Capital Improvement Program Vehicle Summary

| <b>Vehicle Replacement</b> | <b>2020</b>      | <b>2021</b>      | <b>2022</b>    | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b> | <b>Ten-Year<br/>Total</b> |
|----------------------------|------------------|------------------|----------------|------------------|----------------------------|------------------|---------------------------|
| Public Works               | 802,600          | 760,000          | 612,500        | 1,143,000        | 3,318,100                  | 3,002,080        | 6,320,180                 |
| Police                     | 184,000          | 66,000           | 92,000         | 468,000          | 810,000                    | 580,000          | 1,390,000                 |
| Fire                       | 340,000          | 875,000          | -              | 290,000          | 1,505,000                  | 3,110,000        | 4,615,000                 |
| <b>Total</b>               | <b>1,326,600</b> | <b>1,701,000</b> | <b>704,500</b> | <b>1,901,000</b> | <b>5,633,100</b>           | <b>6,692,080</b> | <b>12,325,180</b>         |

| <b>Proposed Financing</b>    | <b>2020</b>      | <b>2021</b>      | <b>2022</b>    | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b> | <b>Ten-Year<br/>Total</b> |
|------------------------------|------------------|------------------|----------------|------------------|----------------------------|------------------|---------------------------|
| CERF                         | 1,176,600        | 1,451,000        | 391,000        | 1,336,000        | 4,354,600                  | 2,453,625        | 6,808,225                 |
| General Fund- Debt Financing | -                | -                | -              | -                | -                          | 3,036,530        | 3,036,530                 |
| Sewer Fund Operating         | 57,000           | 192,500          | 156,750        | 282,500          | 688,750                    | 600,963          | 1,289,713                 |
| Water Fund Operating         | 93,000           | 57,500           | 156,750        | 282,500          | 589,750                    | 600,963          | 1,190,713                 |
| <b>Total</b>                 | <b>1,326,600</b> | <b>1,701,000</b> | <b>704,500</b> | <b>1,901,000</b> | <b>5,633,100</b>           | <b>6,692,080</b> | <b>12,325,180</b>         |

**Ten Year Capital Improvement Program  
Public Works Vehicle Summary**

| Public Works Department                   | Year | Vehicle # | 2020           | 2021           | 2022           | 2023 & 2024      | Five-Year Total  | 2025-2029        | Ten-Year Total   |
|-------------------------------------------|------|-----------|----------------|----------------|----------------|------------------|------------------|------------------|------------------|
| Large Dump Truck                          | 2003 | T-16      | 181,100        | -              | -              | -                | 181,100          | -                | 181,100          |
| Water Meter Shop Van                      | 2004 | T-25      | 36,000         | -              | -              | -                | 36,000           | -                | 36,000           |
| Small Dump Truck                          | 2007 | T-35      | 62,000         | -              | -              | -                | 62,000           | -                | 62,000           |
| Pick-Up Truck                             | 2006 | T-44      | 46,000         | -              | -              | -                | 46,000           | -                | 46,000           |
| Sidewalk Snowplow                         | 1999 | C-2       | 162,000        | -              | -              | -                | 162,000          | -                | 162,000          |
| Pick-Up Truck                             | 2009 | T-20      | 40,000         | -              | -              | -                | 40,000           | -                | 40,000           |
| Pick-Up Truck                             | 2009 | T-36      | 40,000         | -              | -              | -                | 40,000           | -                | 40,000           |
| Pick-Up Truck                             | 2009 | T-26      | 45,000         | -              | -              | -                | 45,000           | -                | 45,000           |
| Pick-Up Truck                             | 2009 | T-15      | 45,000         | -              | -              | -                | 45,000           | -                | 45,000           |
| Floor Scrubber                            | 2005 | S-3       | 82,500         | -              | -              | -                | 82,500           | -                | 82,500           |
| Shoring Supply Truck                      | 2005 | T-42      | 52,000         | -              | -              | -                | 52,000           | -                | 52,000           |
| Large Dump Truck                          | 2003 | T-17      | -              | 235,000        | -              | -                | 235,000          | -                | 235,000          |
| Aerial Lift Truck                         | 2005 | T-24      | -              | 230,000        | -              | -                | 230,000          | -                | 230,000          |
| Small Dump Truck                          | 2008 | T-38      | -              | 60,000         | -              | -                | 60,000           | -                | 60,000           |
| Sewer Televising Truck                    | 2006 | T-45      | -              | 135,000        | -              | -                | 135,000          | -                | 135,000          |
| Water/Sewer Utility Truck                 | 2007 | T-1       | -              | 55,000         | -              | -                | 55,000           | -                | 55,000           |
| Utility Truck                             | 2001 | T-31      | -              | 45,000         | -              | -                | 45,000           | -                | 45,000           |
| Brush Chipper                             | 1999 | C-9       | -              | -              | 108,000        | -                | 108,000          | -                | 108,000          |
| Street Sweeper -Elgin Pelican             | 2012 | S-1       | -              | -              | 237,000        | -                | 237,000          | -                | 237,000          |
| Large Dump Truck                          | 2003 | T-33      | -              | -              | 165,000        | -                | 165,000          | -                | 165,000          |
| Pick-Up Truck                             | 2009 | T-47      | -              | -              | 42,500         | -                | 42,500           | -                | 42,500           |
| Ford Escape Hybrid                        | 2007 | P-13      | -              | -              | 30,000         | -                | 30,000           | -                | 30,000           |
| Ford Escape Hybrid                        | 2007 | P-16      | -              | -              | 30,000         | -                | 30,000           | -                | 30,000           |
| Bombardier Sidewalk Machine               | 1993 | C-20      | -              | -              | -              | 162,000          | 162,000          | -                | 162,000          |
| Large Dump Truck                          | 2003 | T-40      | -              | -              | -              | 170,000          | 170,000          | -                | 170,000          |
| Vac-All Truck                             | 2005 | T-34      | -              | -              | -              | 165,000          | 165,000          | -                | 165,000          |
| Vac-Con Sewer Truck                       | 2015 | T-22      | -              | -              | -              | 395,000          | 395,000          | -                | 395,000          |
| Large Dump Truck                          | 2009 | T-5       | -              | -              | -              | 210,000          | 210,000          | -                | 210,000          |
| Stump Grinder                             | 2001 | C-6       | -              | -              | -              | 30,000           | 30,000           | -                | 30,000           |
| Light Pole Trailer                        | 1994 | C-26      | -              | -              | -              | 11,000           | 11,000           | -                | 11,000           |
| Electric Scissor Lift                     | N/A  | New       | 11,000         | -              | -              | -                | 11,000           | -                | 11,000           |
| All Vehicles (2025-2029)                  |      |           | -              | -              | -              | -                | 3,002,080        |                  | 3,002,080        |
| <b>50 Vehicles of Total (77 Vehicles)</b> |      |           | <b>802,600</b> | <b>760,000</b> | <b>612,500</b> | <b>1,143,000</b> | <b>3,318,100</b> | <b>3,002,080</b> | <b>6,320,180</b> |

| Proposed Financing                        | 2020           | 2021           | 2022           | 2023 & 2024      | Five-Year Total  | 2025-2029        | Ten-Year Total   |
|-------------------------------------------|----------------|----------------|----------------|------------------|------------------|------------------|------------------|
| Capital Equipment Replacement Fund (CERF) | 652,600        | 510,000        | 299,000        | 578,000          | 2,039,600        | 1,343,625        | 3,383,225        |
| General Fund- Debt                        | -              | -              | -              | -                | -                | 456,530          | 456,530          |
| Water Fund                                | 93,000         | 57,500         | 156,750        | 282,500          | 589,750          | 600,963          | 1,190,713        |
| Sewer Fund                                | 57,000         | 192,500        | 156,750        | 282,500          | 688,750          | 600,963          | 1,289,713        |
| <b>Total</b>                              | <b>802,600</b> | <b>760,000</b> | <b>612,500</b> | <b>1,143,000</b> | <b>3,318,100</b> | <b>3,002,080</b> | <b>6,320,180</b> |

New in 2019, staff developed a quantitative approach to prioritize vehicle replacement recommendations based on nine criteria shown in the table below. All vehicles were rated and scored into the following five classes:

|                            |         |                                                     |
|----------------------------|---------|-----------------------------------------------------|
| <b>Less than 16 points</b> | Class 5 | 25-49% of score = Good candidate for deferral       |
| <b>16-20 points</b>        | Class 4 | 41-55% of score = Defer up to 4-5 years (depending) |
| <b>21-25 points</b>        | Class 3 | 56-70% of score = Replace within 2-3 years          |
| <b>26-30 points</b>        | Class 2 | 71-85% of score = Replace within 1-2 years          |
| <b>31-36 points</b>        | Class 1 | 86-100% of score = Replace within 1 year            |

| <b>Rating Category</b>             | <b>Rating Measure</b>                                                                                                    | <b>Score</b> |   |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------|--------------|---|
| <b>AGE</b>                         | 1-25% of Vehicle Life Expectancy                                                                                         | 1 point      | X |
|                                    | 26-50% of Vehicle Life Expectancy                                                                                        | 2 points     |   |
|                                    | 51-75% of Vehicle Life Expectancy                                                                                        | 3 points     |   |
|                                    | 76-100% of Vehicle Life Expectancy                                                                                       | 4 points     |   |
| <b>Hour/Mileage</b>                | 0 to 19,999                                                                                                              | 1 point      | X |
|                                    | 20,000 to 29,999                                                                                                         | 2 points     |   |
|                                    | 30,000 to 44,999                                                                                                         | 3 points     |   |
|                                    | Over 50,000                                                                                                              | 4 points     |   |
| <b>Cumulative Repair Cost</b>      | 0-25% of Original Purchase Price                                                                                         | 1 point      | X |
|                                    | 26-50% of Original Purchase Price                                                                                        | 2 points     |   |
|                                    | 51-75% of Original Purchase Price                                                                                        | 3 points     |   |
|                                    | 76-100% of Original Purchase Price                                                                                       | 4 points     |   |
| <b>Body and Equipment</b>          | Minimal dents/corrosion, all components function                                                                         | 1 point      | X |
|                                    | Some corrosion, body components beginning to wear                                                                        | 2 points     |   |
|                                    | Corrosion widespread, body components failing/need replacement                                                           | 3 points     |   |
|                                    | Body corroded through, equipment not functional or is unsafe                                                             | 4 points     |   |
| <b>Chassis and Frame Condition</b> | Minimal leaks, frame shows minimal corrosion and in good condition. Engine, Transmission, and axles operating normally   | 1 point      | X |
|                                    | Minor leaks, frame corroding and suspension shows wear. Drivetrain components operate normally but show evidence of wear | 2 points     |   |
|                                    | Multiple leaks or wear from engine and drivetrain. Frame very corroded, suspension moderately worn                       | 3 points     |   |

|  |                                                                                                                         |          |  |
|--|-------------------------------------------------------------------------------------------------------------------------|----------|--|
|  | Frame corroded through, suspension severely worn and/or engine and drivetrain components with imminent failure possible | 4 points |  |
|--|-------------------------------------------------------------------------------------------------------------------------|----------|--|

|                                                     |                                                                                                |          |   |
|-----------------------------------------------------|------------------------------------------------------------------------------------------------|----------|---|
| <b>Replacement in-line with Village's 10-YR CIP</b> | In-line with the 10-year plan                                                                  | 1 point  | X |
|                                                     | Is consistent with 10-year plan or has been deferred 1 year                                    | 2 points |   |
|                                                     | Is consistent with 10-year plan or has been deferred 2 years                                   | 3 points |   |
|                                                     | Vehicle in poorer condition than those in 10-year plan, or has been deferred more than 2 years | 4 points |   |

|                                        |                                                                                                                                                       |          |   |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---|
| <b>Vehicle Services Recommendation</b> | Vehicle has little wear or mechanical issues. Potential high cost repairs unlikely (vehicle could be deferred 2 years +                               | 1 point  | X |
|                                        | Vehicle showing some wear or mechanical issues. Maintenance costs increasing, but high cost repairs unlikely (vehicle could be deferred 1 or 2 years) | 2 points |   |
|                                        | Is consistent with 10-year plan or has been deferred 2 years?                                                                                         | 3 points |   |
|                                        | Vehicle in poorer condition than those in 10-year plan, or has been deferred more than 2 years                                                        | 4 points |   |

|                                           |                                   |          |   |
|-------------------------------------------|-----------------------------------|----------|---|
| <b>Cost Considerations-Trade-In Value</b> | Expect to get Better Market Value | 1 point  | X |
|                                           | Expect to get Fair Market Value   | 2 points |   |
|                                           | Expect to get Under Market Value  | 3 points |   |
|                                           | Expect to get Little to No Value  | 4 points |   |

|                                        |                                                     |          |   |
|----------------------------------------|-----------------------------------------------------|----------|---|
| <b>Criticality to Village Services</b> | Minimal impact to operations if out of service      | 1 point  | X |
|                                        | Mild disruption to operations if out of service     | 2 points |   |
|                                        | Probable disruption to operations if out of service | 3 points |   |
|                                        | Significant impact to operations if out of service  | 4 points |   |

|                    |                              |
|--------------------|------------------------------|
| <b>Total Score</b> | <u>          </u><br>(of 36) |
|--------------------|------------------------------|

Engineering and Public Works – Vehicles

|                         |             |           |      |
|-------------------------|-------------|-----------|------|
| <b>Large Dump Truck</b> | 2020 (T-16) | \$181,100 | CERF |
|                         | 2021 (T-17) | \$235,000 |      |
|                         | 2024 (T-05) | \$210,000 |      |
|                         | 2025 (T-06) | \$216,250 |      |



**T-16**



**T-17**



**T-05**

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-16</b> | <b>Total Score = 31</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                         | <b>31-36 points</b> | <b>Class 1</b> | <b>86-100% of score = Replace within 1 year</b>     |

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-17</b> | <b>Total Score = 30</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|            |                         |                     |                |                                                            |
|------------|-------------------------|---------------------|----------------|------------------------------------------------------------|
| <b>T-5</b> | <b>Total Score = 18</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral              |
|            |                         | <b>16-20 points</b> | <b>Class 4</b> | <b>41-55% of score = Defer up to 4-5 years (depending)</b> |
|            |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years                 |
|            |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years                 |
|            |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year                   |

Currently, the Village has a total of 10 large dump trucks in the fleet with plowing and salting capabilities, of which, two trucks are 2003 year models (or 17 years of age). The other eight trucks are 2009 year models or newer. Beginning with the 2016 Budget, one large dump truck (i.e. 2003 year models) has been programmed for replacement each year with a total of six trucks scheduled for replacement over six years (2016, 2017, 2018, 2019, 2020 and 2021). The revised CIP schedule was established to distribute costs over multiple years by eliminating the purchase of multiple large dump trucks in a single year.

Personnel in the Engineering and Public Works Department (Street Division) utilize these large dump trucks for snow and ice control operations and transporting materials to and from worksites. The vehicles are equipped with a five-yard dump body, v-box salt spreader, liquid salt pre-wetting system, computerized ground sense salt application system, 10' power angling snowplow, 10' underbody

scraper, dump body tarp system, emergency lighting, and two-way radio. Denoted in the two tables below is a summary of the 10 large dump trucks (i.e. in-service year, scheduled replacement and age at replacement).

| <b>Truck ID</b> | <b>In-Service Year</b> | <b>Replacement Cycle</b> | <b>CIP Budget - Replacement Year</b> | <b>Age at Replacement</b> |
|-----------------|------------------------|--------------------------|--------------------------------------|---------------------------|
| T-16            | 2003                   | 15 years                 | 2020                                 | 18                        |
| T-17            | 2003                   | 15 years                 | 2021                                 | 19                        |
| T-05            | 2009                   | 15 years                 | 2024                                 | 15                        |
| T-06            | 2009                   | 15 years                 | 2025                                 | 16                        |
| T-18            | 2012                   | 15 years                 | 2027                                 | 15                        |
| T-08            | 2012                   | 15 years                 | 2028                                 | 16                        |
| T-03            | 2016                   | 15 years                 | 2031                                 | 15                        |
| T-04            | 2017                   | 15 years                 | 2032                                 | 15                        |
| T-09            | 2018                   | 15 years                 | 2033                                 | 15                        |
| T-10            | 2019                   | 15 years                 | 2034                                 | 15                        |

| <b>CIP Budget-Replacement Year</b> | <b>2020</b>         | <b>2021</b>         | <b>2024</b>                       | <b>2025</b>                       |
|------------------------------------|---------------------|---------------------|-----------------------------------|-----------------------------------|
| Vehicle No.                        | T-16                | T-17                | T-05                              | T-06                              |
| Manufacturer                       | Navistar 4400 (2WD) | Navistar 4700 (4WD) | Navistar 7400 (2WD) (Tandem Axle) | Navistar 7400 (2WD) (Tandem Axle) |
| Original Cost                      | \$95,923            | \$114,746           | \$154,415                         | \$154,415                         |
| Model Year                         | 2003                | 2003                | 2009                              | 2009                              |
| In-Service Year                    | 2003                | 2003                | 2009                              | 2009                              |
| Useful Life (yrs.)                 | 15                  | 15                  | 15                                | 15                                |
| Current Life (yrs.)                | 17                  | 17                  | 11                                | 11                                |
| Age at time of Replacement (yrs.)  | 18                  | 19                  | 15                                | 16                                |
| No. of Breakdowns (2017-2018)*     | 22                  | N/A                 | N/A                               | N/A                               |
| Labor Hours                        | 13.00               | N/A                 | N/A                               | N/A                               |
| Labor Cost                         | \$1,437.12          | N/A                 | N/A                               | N/A                               |
| Parts Cost                         | \$1,331.88          | N/A                 | N/A                               | N/A                               |
| Total Cost                         | \$2,769.00          | N/A                 | N/A                               | N/A                               |
| Current Mileage                    | 35,929              | 27,387              | 14,687                            | 14,410                            |

\*Breakdowns are shown only for those vehicles that are to be replaced in the next fiscal year.

## **Project Description & Justification**

In 2020, an estimated cost of \$181,100 to replace a 2003 model International dump truck (T-16).

## **Project Update**

As part of the 2019 CIP Budget process, the individual CIP pages for individual large dump trucks were consolidated into the table as shown on the first page. The projected budget of \$181,100 (T-16) was updated to reflect pricing (i.e. truck chassis and outfitting) obtained through a Request for Proposal (RFP) process for a five-year truck build commencing in 2017 (or YR 1). The cost for replacing T-17 has increased from \$185,000 to \$235,000 to facilitate a hook load system, in lieu of conventional fixed dump body. This truck body configuration will add versatility to the vehicle (T-17) and the Village's fleet with a total of two roll-off units (i.e. salt spreader system and chipper box). Staff will look to either renegotiate the 5<sup>th</sup> year of the 5-year contract with the existing vendor or terminate contract and submit a new RFP for truck outfitting.

The truck chassis will be replaced with an identical or comparable unit since the existing truck is favored for its tight turning radius, handling, visibility and maneuverability which contributes to more efficient snow and ice control operations for side streets. From an equipment operator standpoint, these vehicle attributes are highly regarded. The specifications of the hydraulics, snow plow operation, salt spreader and liquid systems on the existing unit has also proven to be dependable and capable for snow and ice control operations. When removed from service, this truck will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

## **Green Fleet Alternative**

Staff researched green fleet alternatives from the principle heavy-duty truck chassis manufacturers (i.e. Navistar, Freightliner, Kenworth, Peterbilt, etc.) for snow plowing applications. Most of the manufacturers stated they intend to release electric hybrid technology within the next 2-3 years, however, they currently do not offer a hybrid powertrain matching operational needs for snow plowing. There are some prototypes currently in use for other applications. Staff believes this to be a viable green fleet alternative in the near future.

Another alternative is compressed natural gas (CNG) technology for heavy-duty trucks, which is prevalent in the solid waste industry, transport logistics (i.e. freight) and bus transportation. This technology is best suited for fleets with high fuel consumption (or mileage) and/or extended periods of engine idling. CNG has several advantages over conventional combustion engines including 20-25% reduction in emissions and more stable unit pricing as compared to petroleum products. For example, the Village's heavy-duty fleet currently consumes B5 biodiesel and unit pricing has fluctuated between \$1.33 and \$3.94 per gallon over the past 10 years (2009-19). The ten-year average is \$2.62 per gallon. By comparison, the national average price per gasoline gallon equivalent (GGE) of CNG falls within the range of \$1.89 - \$2.25 covering the same ten-year period (U.S. Dept. of Energy).

Both Freightliner and Kenworth offer CNG alternative heavy-duty vehicles for snow plowing operations, whereas Navistar (International Truck) does not. The upfront cost is \$50,000 more than

a traditional heavy-duty truck chassis. Therefore, with an expected useful life (EUL) of 20 years, the savings per year would need to exceed \$2,500 for a positive return on investment (ROI). T-16 consumes approximately 450 gallons of B5 per year. As such, the unit price differential between B5 and CNG would need to exceed \$4.68 per GGE, and on sustainable basis, to produce a positive ROI. Based on the historical pricing, the largest price differential was \$1.94 (YR 2012). The closest CNG fueling station in proximity to the Public Works Facility is located in Des Plaines, IL. According to estimates from the U.S. Dept. of Energy, new construction of CNG fueling facilities can cost up to \$1.8 million.

**Project Alternative**

The alternative is to delay the purchase and reschedule during later years.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                                                                          |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------|
| Account Number/Description | 11233030-480225-40595 /T-16<br>11233030-480225-40600 /T-17<br>11233030-480225-40570 /T-05<br>11233030-480225-40575 /T-06 |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030                                                |
| Personnel Costs            | None                                                                                                                     |
| Training Costs             | None                                                                                                                     |

**Water Meter Shop Van (T-25)**                      2020                      \$36,000                      Water - Operating

**Vehicle Description**

*Make*                                              Chevrolet  
*Model*                                              Express Cargo  
*Year*                                                2004  
*Cost*                                                \$25,854  
*Useful Life*                                      14 years  
*Current Life*                                      16 years



|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-25</b> | <b>Total Score = 31</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                         | <b>31-36 points</b> | <b>Class 1</b> | <b>86-100% of score = Replace within 1 year</b>     |

Personnel in the Water Management Department (Meter Shop) use this vehicle for daily activities. The van is equipped with various storage shelving, emergency lighting, and two-way radio. This is one of two vans (T-46 and T-25) utilized by the Meter Shop.

**Project Description & Justification**

An estimated cost of \$36,000 to replace a 2004 Chevrolet cargo van.

| <b>T-25</b>                        |            |
|------------------------------------|------------|
| <b>Breakdown/Repairs 2017-2018</b> |            |
| Number of Breakdown/Repairs        | 8          |
| Labor Hours                        | 20.75      |
| Labor Cost                         | \$747.00   |
| Parts Cost                         | \$903.29   |
| Total Cost                         | \$1,650.29 |
| Total Equipment Miles              | 76,629     |
| Total Equipment Hours              | -          |

\*Breakdowns are shown for those vehicles that are to be replaced in the next calendar year

**Project Update**

Replacement of this unit was previously deferred to 2020, and the cost has increased \$4,000 to mirror the vehicle configuration and option set on T-46 (Water Meter Shop Van). The replacement vehicle will be a Ford Transit Van or equivalent. When removed from service, this van will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

## Green Fleet Alternative

Staff researched green fleet alternatives from Ford Motor Company (FMC) for medium-duty truck applications. Focus was placed on FMC as they currently are the most active vendor for municipal fleet sales (i.e. medium duty trucks) and hold the lowest bids for most joint purchase contracts.

FMC has stated they intend to release electric hybrid technology within the next 2-3 years, however, they currently do not offer a hybrid powertrain matching operational needs for medium-duty truck applications. Staff did come across a third party vendor, XL Fleet, Boston, MA, who provides an aftermarket, hybrid technology solution. With an upfront cost of \$11,000 per vehicle, XL Fleet will modify the manufacturer's engine/transmission drive system with hybrid battery technology, achieving 25% improved fuel economy and 20% reduction in CO2 emissions. The conversion work would be sourced locally in the Chicagoland area with subcontractors pre-qualified by the manufacturer and comes with a 3-year/75,000 mile warranty. This modification does not void the manufacturer's (Ford) warranty.

Staff conducted a cost/benefit analysis based on review of this vehicle's annual miles driven (five-year average) and fuel economy (i.e. conventional engine vs. hybrid technology). As the table below denotes, the return on investment (ROI) far exceeds the estimated useful life (EUL) of each vehicle.

| <b>Vehicle ID</b>                              | <b>T-25</b> |
|------------------------------------------------|-------------|
| Miles Driven (2018 Actual)                     | 6,250       |
| MPG -Conventional Engine                       | 16          |
| Consumption (Gals)                             | 391         |
| MPG -Hybrid Engine                             | 20          |
| Consumption (Gals)                             | 313         |
| Difference (or Savings)<br>Consumption (Gals)  | 78          |
| Cost per Gallon (89 octane)<br>(2010-2018 AVG) | \$2.78      |
| Savings per Year                               | \$217       |
| Total Cost                                     | \$11,000    |
| Return on Investment (Years)                   | 51          |
| EUL (Total Years)                              | 14          |

## Project Alternative

The alternative is to delay the project and reschedule the work during later years.

## Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 41828090-480275-40445 / T-25                                              |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

Engineering and Public Works – Vehicles

|                         |             |          |               |
|-------------------------|-------------|----------|---------------|
| <b>Small Dump Truck</b> | 2020 (T-35) | \$62,000 | W/S Operating |
|                         | 2021 (T-38) | \$60,000 |               |
|                         | 2025 (T-14) | \$67,750 |               |



**T-35**



**T-38**



**T-14**

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-35</b> | <b>Total Score = 30</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-38</b> | <b>Total Score = 26</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                           |                     |                |                                                     |
|-------------|---------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-14</b> | <b>Total Score = 21.5</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                           | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                           | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                           | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                           | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

These three vehicles are categorized as small dump trucks and used daily by various personnel in the Engineering and Public Works Department (Sewer/Water Division). All three trucks are utilized on a daily basis to transport excavation spoils, backfill materials and other materials to repair infrastructure. Includes: sand, crushed stone, topsoil, small tools and equipment, trash pumps, sewer structures-catch basins, inlets, manhole covers and frames, clamps, water sleeves and piping.

**Project Description & Justification**

An estimated cost of \$62,000 to replace a 2007 Ford dump truck.

| <b>CIP Budget-Replacement Year</b> | <b>2020</b>   | <b>2021</b>   | <b>2025</b>   |
|------------------------------------|---------------|---------------|---------------|
| Vehicle No.                        | T-35          | T-38          | T-14          |
| Manufacturer                       | Ford<br>F-450 | Ford<br>F-450 | Ford<br>F-350 |
| Original Cost                      | \$42,672      | \$56,997      | \$36,683      |
| Model Year                         | 2007          | 2008          | 2012          |
| In-Service Year                    | 2007          | 2008          | 2012          |
| Useful Life (yrs.)                 | 10            | 10            | 10            |
| Current Life (yrs.)                | 13            | 12            | 8             |
| Age at time of Replacement (yrs.)  | 13            | 13            | 13            |
| No. of Breakdowns (2017-2018)*     | 18            | N/A           | N/A           |
| Labor Hours                        | 55.25         | N/A           | N/A           |
| Labor Cost                         | \$2,146.44    | N/A           | N/A           |
| Parts Cost                         | \$1,175.24    | N/A           | N/A           |
| Total Cost                         | \$3,321.68    | N/A           | N/A           |
| Current Mileage                    | 64,439        | 52,562        | 38,028        |

\*Breakdowns are shown for those vehicles that are to be replaced in the next calendar year

## **Project Update**

Replacement of this unit (T-35) was previously deferred from 2018 to 2019 and more recently to 2020 attributed to a cease in production of the truck chassis (per manufacturer) for re-tooling of the assembly plant (first quarter 2019). The other two units (T-38 and T-14) have also been deferred one year additional year as a result.

The projected replacement cost has increased by \$7,000 based on recent joint purchase bid results for truck chassis purchase and price quotes for truck outfitting. The replacement truck chassis will include a gas engine, stainless steel dump body, electric hoist (for dump body), tunnel tool box, emergency lighting and two-way radio. T-35 and T-14 are similarly equipped trucks. For T-38, the existing hydraulic valve-exercising machine will not be replaced on this vehicle as it was recently purchased in 2015 at a cost of \$19,490. Therefore, the machine (2015) will be removed and transferred onto the new T-38 in 2021.

When removed from service, these trucks will be traded in on a new acquisition, or auctioned through the Northwest Municipal Conference's sponsored vendor.

## **Green Fleet Alternative**

Staff researched green fleet alternatives from Ford Motor Company (FMC) for medium-duty truck applications. Focus was placed on FMC as they currently are the most active vendor for municipal fleet sales (i.e. medium duty trucks) and hold the lowest bids for most joint purchase contracts.

FMC has stated they intend to release electric hybrid technology within the next 2-3 years, however, they currently do not offer a hybrid powertrain matching operational needs for medium-duty truck

applications (i.e. F-350, F-450 and above). There are also no aftermarket alternatives available at this time.

**Project Alternative**

The alternative is to delay the purchase and reschedule during later years.

**Operating Budget Impact**

Is this purchase *routine* X or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 40807090-480250-40545 /T-35 (50%)                                         |
|                            | 41838090-480250-40545 /T-35 (50%)                                         |
|                            | 40807090-480250-40555 /T-38 (50%)                                         |
|                            | 41838090-480250-40555 /T-38 (50%)                                         |
|                            | 40807090-480250-40535 /T-14 (50%)                                         |
|                            | 41838090-480250-40535 /T-14 (50%)                                         |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

**Pick-Up Truck (Forestry)** (T-44) 2020 \$46,000 CERF

**Vehicle Description**

Make Ford  
 Model F-250, 9,600 GVWR  
 Year \*2007  
 Cost \$34,687  
 Useful Life 12 years  
 Current Life 14 years



|             |                           |                     |                |                                                     |
|-------------|---------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-44</b> | <b>Total Score = 29.5</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                           | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                           | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                           | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|             |                           | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

The Village Forester(s) utilizes this pick-up truck for their daily activities. The vehicle is equipped with a v-blade snowplow; powered tailgate lift, emergency lighting, toolbox, and two-way radio. In addition to serving as the Forester’s daily use vehicle, it is used in the leaf collection and snow removal programs. \*This vehicle is a 2007 model purchased in 2006.

**Project Description & Justification**

An estimated cost of \$44,000 to replace a 2005 Ford pick-up truck.

| <b>T-44</b>                        |            |
|------------------------------------|------------|
| <b>Breakdown/Repairs 2017-2018</b> |            |
| Number of Breakdown/Repairs        | 10         |
| Labor Hours                        | 19.50      |
| Labor Cost                         | \$721.68   |
| Parts Cost                         | \$459.67   |
| Total Cost                         | \$1,181.35 |
| Total Equipment Miles              | 50,348     |
| Total Equipment Hours              | -          |

\*Breakdowns are shown for those vehicles that are to be replaced in the next calendar year

**Project Update**

Replacement of this unit was previously deferred from 2018 to 2020 based on a review of maintenance costs. The projected cost has increased by \$4,000 to commensurate with current pricing

listed under joint purchase agreements. When removed from service, this vehicle will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

**Green Fleet Alternative**

Staff researched green fleet alternatives from Ford Motor Company (FMC) for medium-duty truck applications. Focus was placed on FMC as they currently are the most active vendor for municipal fleet sales (i.e. medium duty trucks) and hold the lowest bids for most joint purchase contracts.

FMC has stated they intend to release electric hybrid technology within the next 2-3 years, however, they currently do not offer a hybrid powertrain matching operational needs for medium-duty truck applications. Staff did come across a third party vendor, XL Fleet, Boston, MA, who provides an aftermarket, hybrid technology solution. With an upfront cost of \$11,000 per vehicle, XL Fleet will modify the manufacturer’s engine/transmission drive system with hybrid battery technology, achieving 25% improved fuel economy and 20% reduction in CO2 emissions. The conversion work would be sourced locally in the Chicagoland area with subcontractors pre-qualified by the manufacturer and comes with a 3-year/75,000 mile warranty. This modification does not void the manufacturer's (Ford) warranty.

Staff conducted a cost/benefit analysis based on review of this vehicle’s annual miles driven (five-year average) and fuel economy (i.e. conventional engine vs. hybrid technology). As the table below denotes, the return on investment (ROI) far exceeds the estimated useful life (EUL) of each vehicle.

| <b>Vehicle ID</b>                              | <b>T-44</b> |
|------------------------------------------------|-------------|
| Miles Driven (2018 Actual)                     | 2,592       |
| MPG -Conventional Engine                       | 14          |
| Consumption (Gals)                             | 185         |
| MPG -Hybrid Engine                             | 17.5        |
| Consumption (Gals)                             | 148         |
| Difference (or Savings)<br>Consumption (Gals)  | 37          |
| Cost per Gallon (89 octane)<br>(2010-2018 AVG) | \$2.78      |
| Savings per Year                               | \$103       |
| Total Cost                                     | \$11,000    |
| Return on Investment (Years)                   | 107         |
| EUL (Total Years)                              | 12          |

**Project Alternative**

The alternative is to delay the purchase and reschedule during later years.

## Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11233030-480200-40515 T-44                                                |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

|                                               |             |           |      |
|-----------------------------------------------|-------------|-----------|------|
| <b>Sidewalk Snowplows (Business Commuter)</b> | 2020 (C-02) | \$162,000 | CERF |
|                                               | 2026 (C-25) | \$184,000 |      |



**C-02, Holder**



**C-25, MT-Trackless**

|            |                         |                     |                |                                                     |
|------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>C-2</b> | <b>Total Score = 28</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|            |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|            |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|            |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|            |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                           |                            |                |                                                      |
|-------------|---------------------------|----------------------------|----------------|------------------------------------------------------|
| <b>C-25</b> | <b>Total Score = 15.5</b> | <b>Less than 16 points</b> | <b>Class 5</b> | <b>25-49% of score = Good candidate for deferral</b> |
|             |                           | 16-20 points               | Class 4        | 41-55% of score = Defer up to 4-5 years (depending)  |
|             |                           | 21-25 points               | Class 3        | 56-70% of score = Replace within 2-3 years           |
|             |                           | 26-30 points               | Class 2        | 71-85% of score = Replace within 1-2 years           |
|             |                           | 31-36 points               | Class 1        | 86-100% of score = Replace within 1 year             |

Personnel in the Engineering and Public Works Department utilize this articulating sidewalk machine to provide snow and ice control measures for the Business Commuter priority sidewalk route (~16 miles). The new machine will be similarly equipped with a snowplow, dump body, salt spreader, emergency lighting, and two-way radio.

**Project Description & Justification**

An estimated cost of \$162,000 to replace a 1999 Holder sidewalk machine with a MT-Trackless unit.

| <b>CIP Budget-Replacement Year</b> | <b>2020</b> | <b>2026</b>  |
|------------------------------------|-------------|--------------|
| Vehicle No.                        | C-2         | C-25         |
| Manufacturer                       | Holder      | MT-Trackless |
| Original Cost                      | \$65,140    | \$126,456    |
| Model Year                         | 1999        | 2011         |
| In-Service Year                    | 1999        | 2011         |
| Useful Life (yrs.)                 | 15          | 15           |
| Current Life (yrs.)                | 21          | 9            |

|                                   |            |       |
|-----------------------------------|------------|-------|
| Age at time of Replacement (yrs.) | 21         | 15    |
| No. of Breakdowns (2017-2018)*    | 3          | N/A   |
| Labor Hours                       | 12.50      | N/A   |
| Labor Cost                        | \$696.00   | N/A   |
| Parts Cost                        | \$388.60   | N/A   |
| Total Cost                        | \$1,084.60 | N/A   |
| Total Equipment Miles             | -          | -     |
| Total Equipment Hours             | 787        | 1,158 |

\*Breakdowns are shown only for those vehicles that are to be replaced in the next fiscal year.

## Project Update

The business commuter walking route (~16 miles) receives service at the onset of any winter precipitation event (i.e. dusting of snow, ice, freezing rain and/or moderate/heavy snow) whereas the school walking routes are serviced after 2.00-inches snow accumulation and residential sidewalks after 4.00-inches snow accumulation.

Over an average winter season, the business commuter route receives service for 23-24 snow events. Comparatively, the school walking route receives service for 7-8 snow events while residential sidewalks receive service for 3-4 snow events. The Village currently has two front line machines in the CIP budget for servicing the business commuter sidewalks (C-2 and C-25).

Over the past two winter seasons, staff has researched alternative equipment to provide for sidewalk snow and ice control. Since these machines provide service at lower snow accumulations, the thought process was a smaller machine (i.e. lower power/weight ratio) could uphold performance, and at a lower cost. Staff brought in several units for demo and surveyed neighboring communities for sidewalk snow equipment.

After extensive review, it was determined the alternative equipment could not effectively replace the functionality and efficiency of a MT-Trackless machine. Specifically, there were concerns with size limitations of equipment (i.e. confinement to the width of sidewalk), transport and operational speed, durability and mobility to safely navigate around Village assets in the downtown areas (i.e. light poles, control cabinets, streetscape and private business awnings).

Therefore, staff recommends continued use of this type of machine (i.e. MT-Trackless). When removed from service, this unit will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

## Green Fleet Alternative

The manufacturer of the MT-Trackless unit does not currently offer a hybrid technology alternative. However, the machine's John Deere diesel engine complies with Tier 4 federal emissions standards and the new models consume 40-50% less fuel, equipped with an anti-idle shutdown feature.

## Project Alternative

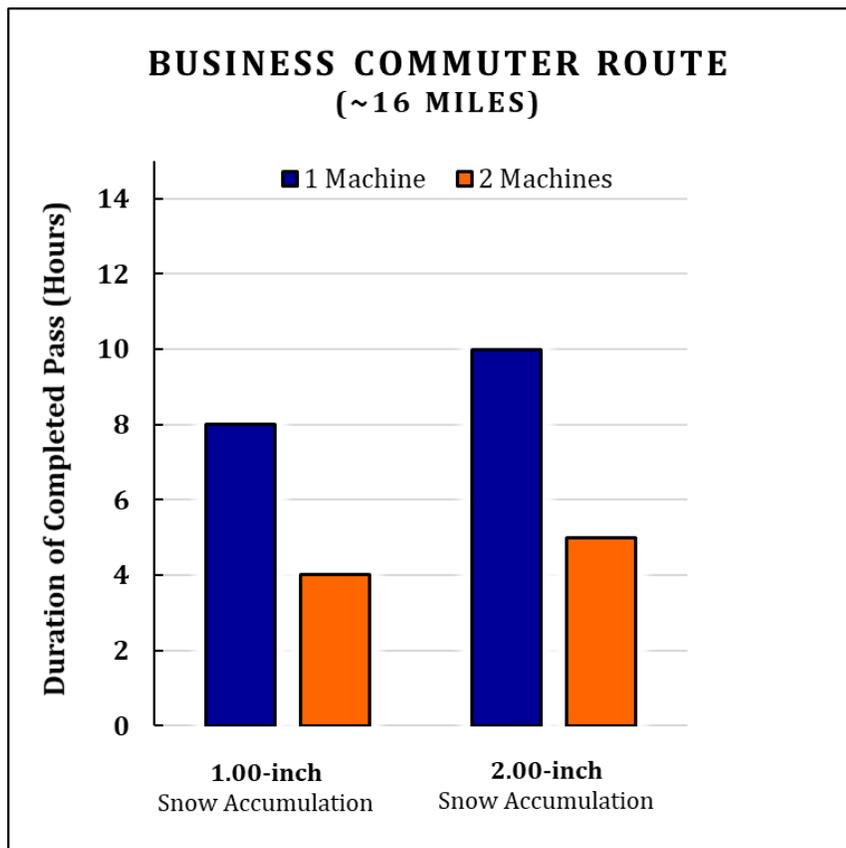
The alternative is to delay the project and reschedule the work during later years or omit purchase and provide service with less resources. However, less resources will lengthen the cycle or duration to complete the route. The duration (or complete passes) correlates with the morning/evening rush hours. If cycle periods are lengthened, this comprises staffs ability to complete cycles or passes in timely fashion and provide service ahead of the priority time windows.

## Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11233030-480275- /C-02<br>11233030-480275- /C-25                          |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

Denoted in the table below is a comparative summary of expected service levels with one and two front line machines.



*Engineering and Public Works – Vehicles*

**Pick-Up Truck (Streets)**

|             |          |      |
|-------------|----------|------|
| 2020 (T-20) | \$40,000 | CERF |
| 2020 (T-36) | \$40,000 |      |
| 2020 (T-26) | \$45,000 |      |
| 2020 (T-15) | \$45,000 |      |
| 2022 (T-47) | \$42,500 |      |



**T-20**



**T-36**



**T-26**



**T-15**



**T-47**

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-20</b> | <b>Total Score = 26</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-36</b> | <b>Total Score = 26</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-26</b> | <b>Total Score = 26</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-15</b> | <b>Total Score = 26</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                           |                     |                |                                                     |
|-------------|---------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-47</b> | <b>Total Score = 24.5</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                           | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                           | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                           | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                           | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

These five vehicles are categorized as pick-up trucks and used daily by various personnel in the Engineering and Public Works Department (Street Division). All three trucks are utilized on a daily basis to carry out street maintenance and landscaping activities. They are the primary vehicles for providing leaf collection services with leaf pushers affixed and serve as the front line trucks for snow plowing of alleys, business district parking offsets and other miscellaneous areas.

### Project Description & Justification

An estimated cost of \$40,000 to \$45,000 to replace 2009 Ford pick-up trucks. Two of the five pick-up trucks (T-26 and T-15) are outfitted with a power lift tail gate (500-1,000 lbs. lift capacity) to assist in transporting heavy mobile equipment to and from work sites. This accounts for cost difference amongst the pick-up trucks.

| <b>CIP Budget-Replacement Year</b> | <b>2020</b>            | <b>2020</b>            | <b>2020</b>            | <b>2020</b>            | <b>2022</b>            |
|------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Vehicle No.                        | T-20                   | T-36                   | T-26                   | T-15                   | T-47                   |
| Manufacturer                       | Ford<br>F-350<br>(4WD) | Ford<br>F-350<br>(4WD) | Ford<br>F-350<br>(4WD) | Ford<br>F-350<br>(4WD) | Ford<br>F-350<br>(4WD) |
| Original Cost                      | \$31,472               | \$31,323               | \$35,166               | \$35,109               | \$37,489               |
| Model Year                         | 2009                   | 2009                   | 2009                   | 2009                   | 2009                   |
| In-Service Year                    | 2009                   | 2009                   | 2009                   | 2009                   | 2009                   |
| Useful Life (yrs.)                 | 11                     | 11                     | 11                     | 11                     | 12                     |

|                                   |         |          |         |         |        |
|-----------------------------------|---------|----------|---------|---------|--------|
| Current Life (yrs.)               | 11      | 11       | 11      | 11      | 11     |
| Age at time of Replacement (yrs.) | 11      | 11       | 11      | 11      | 13     |
| No. of Breakdowns (2017-2018)*    | 14      | 26       | 18      | 13      | N/A    |
| Labor Hours                       | 39.00   | 67.75    | 33.50   | 25.75   | N/A    |
| Labor Cost                        | \$1,404 | \$3,154  | \$1,364 | \$996   | N/A    |
| Parts Cost                        | \$342   | \$8,629  | \$1,409 | \$762   | N/A    |
| Total Cost                        | \$1,746 | \$11,783 | \$2,773 | \$1,758 | N/A    |
| Current Mileage                   | 32,511  | 37,484   | 43,485  | 42,052  | 37,876 |

\*Breakdowns are shown for those vehicles that are to be replaced in the next calendar year

## Project Update

Replacement of this unit was previously deferred from 2018 to 2021 based on a review of maintenance costs. The replacement pick-up trucks will be F-250 truck chassis platform. When removed from service, this vehicle will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

## Green Fleet Alternative

Staff researched green fleet alternatives from Ford Motor Company (FMC) for medium-duty truck applications. Focus was placed on FMC as they currently are the most active vendor for municipal fleet sales (i.e. medium duty trucks) and hold the lowest bids for most joint purchase contracts.

FMC has stated they intend to release electric hybrid technology within the next 2-3 years, however, they currently do not offer a hybrid powertrain matching operational needs for medium-duty truck applications. Staff did come across a third party vendor, XL Fleet, Boston, MA, who provides an aftermarket, hybrid technology solution. With an upfront cost of \$11,000 per vehicle, XL Fleet will modify the manufacturer's engine/transmission drive system with hybrid battery technology, achieving 25% improved fuel economy and 20% reduction in CO2 emissions. The conversion work would be sourced locally in the Chicagoland area with subcontractors pre-qualified by the manufacturer and comes with a 3-year/75,000 mile warranty. This modification does not void the manufacturer's (Ford) warranty.

Staff conducted a cost/benefit analysis based on review of this vehicle's annual miles driven (five-year average) and fuel economy (i.e. conventional engine vs. hybrid technology). As the table below denotes, the return on investment (ROI) far exceeds the estimated useful life (EUL) of each vehicle.

| Vehicle ID                                     | T-20     | T-36     | T-26     | T-15     | T-47     |
|------------------------------------------------|----------|----------|----------|----------|----------|
| Miles Driven (2018 Actual)                     | 2,725    | 2,960    | 6,097    | 5,045    | 4,217    |
| MPG -Conventional Engine                       | 14       | 14       | 14       | 14       | 14       |
| Consumption (Gals)                             | 195      | 211      | 436      | 360      | 301      |
| MPG -Hybrid Engine                             | 17.5     | 17.5     | 17.5     | 17.5     | 17.5     |
| Consumption (Gals)                             | 156      | 169      | 348      | 288      | 241      |
| Difference (or Savings)<br>Consumption (Gals)  | 39       | 42       | 87       | 72       | 60       |
| Cost per Gallon (89 octane)<br>(2010-2018 AVG) | \$2.78   | \$2.78   | \$2.78   | \$2.78   | \$2.78   |
| Savings per Year                               | \$108    | \$118    | \$242    | \$200    | \$167    |
| Total Cost                                     | \$11,000 | \$11,000 | \$11,000 | \$11,000 | \$11,000 |
| Return on Investment (Years)                   | 102      | 94       | 45       | 55       | 66       |
| EUL (Total Years)                              | 11       | 11       | 11       | 11       | 13       |

### Project Alternative

The alternative is to delay the purchase and reschedule during later years.

### Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                                                                                                            |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Account Number/Description | 11233030-480200-40475 /T-20<br>11233030-480200-40495 /T-36<br>11233030-480200-40480 / T-26<br>11233030-480200-40470 / T-15<br>11233030-480200-40520 / T-47 |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030                                                                                  |
| Personnel Costs            | None                                                                                                                                                       |
| Training Costs             | None                                                                                                                                                       |

---

|                                     |      |          |      |
|-------------------------------------|------|----------|------|
| <b>Floor Sweeper/Scrubber (S-3)</b> | 2020 | \$82,500 | CERF |
|-------------------------------------|------|----------|------|

---

**Vehicle Description**

|                     |          |
|---------------------|----------|
| <i>Make</i>         | Tenant   |
| <i>Model</i>        | 8410LP   |
| <i>Year</i>         | 2005     |
| <i>Cost</i>         | \$44,999 |
| <i>Useful Life</i>  | 15 years |
| <i>Current Life</i> | 15 years |



|            |                         |                     |                |                                                     |
|------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>S-3</b> | <b>Total Score = 26</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|            |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|            |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|            |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|            |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

This floor sweeper/scrubber is utilized by various personnel in the Engineering and Public Works Department to periodically clean/sweep an estimated 10,000 sq. feet of surface area in various garage areas located at the Public Works Facility (conducted 6-8 times per year). The unit is propane powered and equipped with emergency lighting.

| Garage Area       | Square Footage | Cleanings per Year |
|-------------------|----------------|--------------------|
| Truss (PW)        | 11,475         | 8                  |
| South (PW)        | 17,900         | 4                  |
| Fleet Maint. (PW) | 7,150          | 4                  |
| Village Hall      | 6,000          | 1                  |
| Burmeister        | 11,000         | 2                  |

In general, periodic floor cleaning is necessary to maintain the integrity of the floor surface and prevent premature aging. This is particularly true of commercial floor settings, utilized by heavy equipment. Floor cleaning is also a good housekeeping practice in keeping the volume of dust and dirt down which prevents tracking of debris into office areas, etc. Each garage area has a cleaning schedule based on past experience with tracking debris. Due to the harsh work environment (i.e. dirt, salt debris, high moisture content), the undercarriage of the machine accumulates significant wear and tear over its life.

**Project Description & Justification**

An estimated cost of \$82,500 to replace a 2005 Tenant floor sweeper/scrubber.

| <b>S-03</b>                        |          |
|------------------------------------|----------|
| <b>Breakdown/Repairs 2017-2018</b> |          |
| Number of Breakdown/Repairs        | 5        |
| Labor Hours                        | 9.50     |
| Labor Cost                         | \$342.00 |
| Parts Cost                         | \$101.69 |
| Total Cost                         | \$443.69 |
| Total Equipment Miles              | -        |
| Total Equipment Hours              | 385.20   |

**Project Update**

Replacement of this floor sweeper/scrubber was previously deferred to 2020 and the projected replacement cost has increased from \$56,000 to \$82,500 based on recent price quotations from area vendors. Staff reached out to several vendors to obtain proposals for contractual floor cleaning. The annual cost for floor cleaning is \$11,300, per schedule posted on the previous page. By comparison, cost estimates for providing this service in-house is \$8,500 to \$9,000 per year (includes labor, operation, fleet maintenance costs and depreciation of equipment). In-house cleanings typically occur during rain events where the opportunity cost is quite low. Therefore, staff recommends replacement of this unit and continue performing this work in-house. When removed from service, this unit will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

**Green Fleet Alternative**

Machines of this type are powered by either propane or battery pack. However, for heavy industrial use, the propane unit is recommended by the manufacturer.

**Project Alternative**

The alternative is to delay the project, reschedule the work during later years or outsource garage floor cleaning at an estimated annual cost of \$11,300.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11233030-480275-40380 / S-03                                              |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

*Engineering and Public Works – Vehicles*

**Vehicle Description**

*Make*                                              Ford  
*Model*                                             F350, 12,000 GVWR  
*Year*                                                2005  
*Cost*                                                \$34,981  
*Useful Life*                                      15 years  
*Current Life*                                      15 years



|             |                           |                     |                |                                                     |
|-------------|---------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-42</b> | <b>Total Score = 25.5</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                           | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                           | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                           | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                           | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

Personnel in the Engineering and Public Works Department (Water/Sewer Division) utilize this vehicle to transport trench-shoring and supplies (and other materials) to work sites. Trenching and shoring equipment is used by staff to stabilize excavation holes and protect employees from cave-ins. Use of this equipment is regulated by Occupational Safety and Health Administration (OSHA). The vehicle is equipped with emergency lighting, two-way radio, and a 12-foot long enclosed storage body with workbench, storage racks, and dual opening doors.

**Project Description & Justification**

An estimated cost of \$52,000 to replace a 2005 Ford F350 truck with 12-foot enclosed storage body.

| <b>T-42</b>                        |            |
|------------------------------------|------------|
| <b>Breakdown/Repairs 2017-2018</b> |            |
| Number of Breakdown/Repairs        | 4          |
| Labor Hours                        | 28.00      |
| Labor Cost                         | \$1,008.00 |
| Parts Cost                         | \$808.80   |
| Total Cost                         | \$1,816.80 |
| Total Equipment Miles              | 40,492     |
| Total Equipment Hours              | -          |

\*Breakdowns are shown for those vehicles that are to be replaced in the next calendar year

## Project Update

Replacement of this unit was previously deferred to 2020 and the projected cost has increased by \$4,000 based on recent price quotes on truck chassis. When removed from service, this truck will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

## Green Fleet Alternative

Staff researched green fleet alternatives from Ford Motor Company (FMC) for medium-duty truck applications. Focus was placed on FMC as they currently are the most active vendor for municipal fleet sales (i.e. medium duty trucks) and hold the lowest bids for most joint purchase contracts.

FMC has stated they intend to release electric hybrid technology within the next 2-3 years, however, they currently do not offer a hybrid powertrain matching operational needs for medium-duty truck applications (i.e. F-350, F-450 and above). The truck build for T-42 will utilize an F-350 truck chassis platform. There are also no aftermarket alternatives available at this time.

## Project Alternative

The alternative is to delay the project and reschedule the work during later years.

## Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 40807090-480200-40505 / T-42 (50%)<br>41838090-480200-40505 / T-42 (50%)  |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

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|                                 |      |           |      |
|---------------------------------|------|-----------|------|
| <b>Aerial Lift Truck (T-24)</b> | 2021 | \$230,000 | CERF |
|---------------------------------|------|-----------|------|

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**Vehicle Description**

|                     |                    |
|---------------------|--------------------|
| <i>Make</i>         | International      |
| <i>Model</i>        | 4400, Terex 60 ft. |
| <i>Year</i>         | 2005               |
| <i>Cost</i>         | \$116,651          |
| <i>Useful Life</i>  | 13 years           |
| <i>Current Life</i> | 15 years           |



|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-24</b> | <b>Total Score = 27</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years          |
|             |                         | <b>26-30 points</b> | <b>Class 2</b> | <b>71-85% of score = Replace within 1-2 years</b>   |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

Personnel in the Engineering and Public Works Department (Street Division) utilize this vehicle on a weekly basis for tree pruning/removal services and to provide emergency storm response.

**Project Description & Justification**

An estimated cost of \$230,000 to replace a 2005 Navistar 4400 chassis with a 60’ forestry aerial unit and 15’ scissor lift extension.

**Project Update**

Replacement of this vehicle has been deferred from 2019 to 2020, based on a review of maintenance costs and reconfiguration of the aerial truck build. The projected cost has increased by \$30,000 based on a recent survey of area vendors (i.e. truck outfitting) and updated price quotations. After discussion with operations staff, the replacement truck will be an aerial unit only (rear mount) and not a combination truck (i.e. aerial and chipper body). The working height will be 75’ which includes a 60’ boom height and 15’ scissors lift extension. The aerial unit is preferred as it allows for more efficient operations onsite where pruning and chipping operations can occur simultaneously. With the combination truck, typically only one of the two operations can occur at a time, due to safety concerns with drop zone of branches. Also, the positioning of the truck for pruning access is such where the chipper unit often has to be disconnected and reconnected to facilitate brush chipping operations. Likewise, with expansive wind storm events where there are reports of broken hanging branches, the aerial unit can work ahead of chipper crews (i.e. dropping branches) and eliminate overhead safety hazards in an expedient fashion. Conversely, with the combination unit, you can only focus on one operation at a time (i.e. pruning or brush chipping). Lastly, the chipper box on a combination unit truck is a several cubic yards smaller as compared to a hook load unit, which allows crews to stay out longer at worksites before filling up with debris.

Based on historical averages over the last four years, this forestry truck is intimately involved in providing the following parkway tree services (annual quantities):

- 210 service requests
- 75 tree removals (under 12-inches diameter)
- 1,100 trees pruned (under 7-inches diameter) and pruning of 500 trees (view obstruction, clearance pruning).

This truck is also utilized extensively to provide emergency storm damage response (i.e. On-Call Response). When removed from service, this truck will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

**Green Fleet Alternative**

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it’s prudent to focus on green fleet alternatives for the ensuing year only.

**Project Alternative**

Though not recommended, the alternative is to delay the purchase and reschedule during later years. Reducing the breakdowns of this unit is essential to provide critical services and minimize the negative impact on the department’s ability to address emergency responses. If equipment is down, the Village has the option of bringing in outside vendors for emergency response at hourly rates.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11233030-480275-40405 /T-24                                               |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

**Sewer Televising Truck (T-45)**                      2021                      \$135,000      Sewer - Operating

**Vehicle Description**

*Make*                                              Chevrolet/Cues  
*Model*                                              CC5500, 19,500 GVWR  
*Year*                                                2006  
*Cost*                                                \$189,000  
*Useful Life*                                      12 years  
*Current Life*                                      13 years



|             |                           |                     |                |                                                     |
|-------------|---------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-45</b> | <b>Total Score = 24.5</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                           | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                           | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                           | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                           | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

Personnel in the Engineering and Public Works Department (Water/Sewer) utilize this truck to televise underground sewer infrastructure. The vehicle is equipped with a CUES sewer televising system used to locate various sewer problems including collapses and blockages. The truck is also equipped with emergency lighting and two-way radio.

**Project Description & Justification**

An estimated cost of \$135,000 to outfit a Ford transit van (or equivalent) with modular sewer televising equipment. This configuration projects a 55-60% cost savings (\$135,000 vs. \$310,000) over a new truck chassis and traditional sewer televising equipment. As part of truck’s replacement, the existing televising equipment (i.e. cameras and transporters) and computer hardware/software will be replaced with a streamlined system. Emphasis will be on its straightforward functionality, operation and maintenance (i.e. lower cost of ownership).

**Project Update**

Replacement of this unit was previously deferred to 2021. A total of \$21,000 was spent in 2015 to repair one camera, transporter and light stick (\$16,400), and to replace the computer hardware and upgrade the CUES software program (\$4,600) – repairs were made to all original equipment from the initial purchase in 2006. An additional software upgrade was performed in 2017 at an added cost of \$1,960. When removed from service, this truck will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

**Green Fleet Alternative**

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it’s prudent to focus on green fleet alternatives for the ensuing year only.

**Project Alternative**

The alternative is to delay the project, reschedule the work during later years, or explore options to outsource televising services. However, with the outsourcing option, Village loses the capability, flexibility and conveniences of being able to perform this service (investigate problem sites, determine source whether public or private matter) on-demand basis and at a moment's notice.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 40807090-480275-40450 /T-45                                               |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |



## Operating Budget Impact

Is this purchase *routine* X or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 40807090-480275-40410 /T-1 (50%)<br>41838090-480275-40410 /T-1 (50%)      |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

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|                             |      |          |      |
|-----------------------------|------|----------|------|
| <b>Utility Truck (T-31)</b> | 2021 | \$45,000 | CERF |
|-----------------------------|------|----------|------|

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**Vehicle Description**

|                     |                   |
|---------------------|-------------------|
| <i>Make</i>         | Chevrolet         |
| <i>Model</i>        | 3500, 12,000 GVWR |
| <i>Year</i>         | 2001              |
| <i>Cost</i>         | \$48,406          |
| <i>Useful Life</i>  | 16 years          |
| <i>Current Life</i> | 19 years          |



|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-31</b> | <b>Total Score = 23</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

Personnel in the Engineering and Public Works Department (Vehicle Maintenance Division) utilize this vehicle in their daily activities, and to provide road service for the Village’s fleet that have broken down. The vehicle is equipped with a steel service body, under hood air compressor, gas powered combination generator/welder, front-mounted winch, tailgate lift, emergency lighting, and two-way radio.

**Project Description & Justification**

An estimated cost of \$45,000 to replace a 2001 Chevrolet utility truck.

**Project Update**

Replacement of this unit was previously deferred to 2020 based on a review of maintenance records. The projected cost for replacement has been reduced by \$21,000 based on the actual cost of comparable truck build completed in 2019 (i.e. T-28). When removed from service, this truck will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

**Green Fleet Alternative**

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it’s prudent to focus on green fleet alternatives for the ensuing year only.

## Project Alternative

The alternative is to delay the project and reschedule the work during later years.

## Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11273030-480275-40430 / T-31                                              |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

Engineering and Public Works – Vehicles

|                      |             |           |      |
|----------------------|-------------|-----------|------|
| <b>Brush Chipper</b> | 2022 (C-09) | \$108,000 | CERF |
|                      | 2027 (C-07) | \$115,000 |      |



**C-09**



**C-07**

|            |                         |                     |                |                                                     |
|------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>C-9</b> | <b>Total Score = 23</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|            |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|            |                         | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|            |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|            |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|            |                         |                     |                |                                                            |
|------------|-------------------------|---------------------|----------------|------------------------------------------------------------|
| <b>C-7</b> | <b>Total Score = 19</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral              |
|            |                         | <b>16-20 points</b> | <b>Class 4</b> | <b>41-55% of score = Defer up to 4-5 years (depending)</b> |
|            |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years                 |
|            |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years                 |
|            |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year                   |

Personnel in the Engineering and Public Works Department (Street Division) operate this hydraulic brush chipper while conducting forestry service requests (i.e. tree pruning and removal) and storm clean-up efforts. The existing brush chipper is capable of chipping branches up to 18” diameter size, which assists in eliminating the need for hauling/disposal of log debris. The new machine will be equipped similarly to the existing unit and have emergency lighting.

| <b>CIP Budget-Replacement Year</b> | <b>2022</b> | <b>2027</b> |
|------------------------------------|-------------|-------------|
| Vehicle No.                        | C-09        | C-07        |
| Manufacturer                       | Morbark     | Morbark     |
| Original Cost                      | \$31,940    | \$32,313    |
| Model Year                         | 1999        | 2004        |
| In-Service Year                    | 1999        | 2004        |
| Useful Life (yrs.)                 | 20          | 20          |
| Current Life (yrs.)                | 21          | 16          |
| Age at time of Replacement (yrs.)  | 23          | 23          |
| No. of Breakdowns (2017-2018)*     | N/A         | N/A         |
| Labor Hours                        | N/A         | N/A         |
| Labor Cost                         | N/A         | N/A         |
| Parts Cost                         | N/A         | N/A         |

|               |       |       |
|---------------|-------|-------|
| Total Cost    | N/A   | N/A   |
| Current Hours | 1,185 | 1,612 |

\*Breakdowns are shown for those vehicles that are to be replaced in the next calendar year

### **Project Description & Justification**

An estimated cost of \$108,000 to replace a 1999 Morbark brush chipper.

### **Project Update**

Replacement of this unit has been deferred to 2022 from 2020, based on a review of maintenance records. The cost of a replacement machine has increased \$23,000 attributed to introduction of tier-five diesel powered engines to comply with more stringent federal emission standards and updated price quotes from area vendors. This machine is one of two brush chippers (C-9 and C-7) owned by the Village and currently serves as the secondary chipper. However, in the event of wind and/or ice storms causing widespread damage to parkway trees, both brush chippers are utilized extensively to provide storm clean-up. If one of the machines breaks down during clean-up efforts, response time is reduced by one-half. Likewise, if the primary chipper breaks down while in the process of conducting routine parkway tree maintenance (e.g. pruning service requests), the secondary chipper serves as its replacement resulting in continuation of service without disruptions. If approved, staff recommends a replacement unit that is similarly equipped to handle branch diameter size up to 18" which promotes more efficient operations by reducing the cost of additional resources (e.g. labor and equipment) to handle, process debris twice (e.g. larger branches and logs). For example, it reduces the incidents of logs resting on parkways, awaiting collection from a second crew (loader/large dump truck), and the second handling of log debris back at the Public Works Facility. When removed from service, this machine will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

### **Green Fleet Alternative**

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it's prudent to focus on green fleet alternatives for the ensuing year only.

### **Project Alternative**

The alternative is to delay the project and reschedule the work during later years. If a significant breakdown to this machine occurs during an emergency situation, a second machine may need to be leased at an estimated weekly rate of \$2,000 until repairs can be completed. Contractual assistance could also be pursued for storm clean-up as another alternative, however, depending on the magnitude of the storm, their availability may be limited or unavailable (e.g. contractor may offer to furnish only the required minimum resources to comply with contract provisions at costs that equal or exceed the weekly rental fee of a brush chipper).

## Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11233030-480275- /C-9<br>11233030-480275- /C-7                            |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

Engineering and Public Works – Vehicles

|                       |            |           |                                |
|-----------------------|------------|-----------|--------------------------------|
| <b>Street Sweeper</b> | (S-1) 2022 | \$237,000 | CERF and W/S Operating (50/50) |
|                       | (S-2) 2026 | \$330,000 | CERF and W/S Operating (50/50) |



S-1



S-2

|            |                         |                     |                |                                                     |
|------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>S-1</b> | <b>Total Score = 23</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|            |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|            |                         | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|            |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|            |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|            |                           |                            |                |                                                      |
|------------|---------------------------|----------------------------|----------------|------------------------------------------------------|
| <b>S-2</b> | <b>Total Score = 14.5</b> | <b>Less than 16 points</b> | <b>Class 5</b> | <b>25-49% of score = Good candidate for deferral</b> |
|            |                           | 16-20 points               | Class 4        | 41-55% of score = Defer up to 4-5 years (depending)  |
|            |                           | 21-25 points               | Class 3        | 56-70% of score = Replace within 2-3 years           |
|            |                           | 26-30 points               | Class 2        | 71-85% of score = Replace within 1-2 years           |
|            |                           | 31-36 points               | Class 1        | 86-100% of score = Replace within 1 year             |

Various personnel in the Engineering and Public Works Department (Street Division) use these two machines to sweep streets and collect leaves. S-1 is a mechanical type street sweeper, whereas S-2 is a regenerative air type sweeper, both equipped with emergency lighting, and a two-way radio.

**Project Description & Justification**

An estimated cost of \$62,000 to replace a 2007 Ford dump truck.

| <b>CIP Budget-Replacement Year</b> | <b>2022</b>                | <b>2026</b>                               |
|------------------------------------|----------------------------|-------------------------------------------|
| Vehicle No.                        | S-1                        | S-2                                       |
| Manufacturer                       | Elgin Pelican (mechanical) | Schwarze Industries A9 (regenerative air) |
| Original Cost                      | \$181,041                  | \$255,102                                 |
| Model Year                         | 2012                       | 2017                                      |
| In-Service Year                    | 2013                       | 2017                                      |
| Useful Life (yrs.)                 | 10                         | 10                                        |
| Current Life (yrs.)                | 7                          | 3                                         |
| Age at time of Replacement (yrs.)  | 10                         | 10                                        |

|                                |            |        |
|--------------------------------|------------|--------|
| No. of Breakdowns (2017-2018)* | 18         | N/A    |
| Labor Hours                    | 55.25      | N/A    |
| Labor Cost                     | \$2,146.44 | N/A    |
| Parts Cost                     | \$1,175.24 | N/A    |
| Total Cost                     | \$3,321.68 | N/A    |
| Current Mileage                | 64,439     | 52,562 |

\*Breakdowns are shown for those vehicles that are to be replaced in the next calendar year

## **Project Description & Justification**

An estimated cost of \$244,000 to replace a 2013 Elgin/Pelican street sweeper.

## **Project Update**

This sweeper (S-1) is the only mechanical type sweeper owned by the Village, the other being a regenerative air type street sweeper. Each type of sweeper has its benefits as the regenerative air type is better suited at collecting fine debris while the mechanical sweeper is better with larger debris. Both sweepers are used throughout the year with exception of winter months, due to exposure of cold temperatures and road salt which promotes premature aging and wear of system components, and extensively (daily) during an eight-week period for leaf collection operations. Since 2013, this machine has amassed approximately 5,740 sweeping miles (or 820 miles swept annually). All in all, street sweeping operations collect approximately 700-900 cubic yards of sweeping debris each year.

## **Green Fleet Alternative**

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it's prudent to focus on green fleet alternatives for the ensuing year only.

## **Project Alternative**

The alternative is to delay the project and reschedule replacement during later years. If deferred, the Village may be faced with additional extensive repairs over succeeding years, totaling approximately \$25,000, includes: interior body housing and electrical wiring corrosion, electrical faults, hydraulic system repairs (i.e. hoses, pumps, motors) and conveyor system repairs. Alternatively, street sweeping operations could be outsourced at an estimated annual cost of \$82,000 based on current unit pricing offered under the 2016 MPI bid for street sweeping; however, the MPI bid pricing includes routine sweeping operations only and does not include the cost for sweeping during leaf collection operations where five passes of Village streets are completed within an eight-week period (estimated additional cost of \$60,000-\$65,000). As a second option, a street sweeper(s) could be leased with an anticipated monthly rate of \$11,000 each (or \$132,000 annually per unit) which does not include fuel or maintenance/repair costs.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11233030-480275-40220 / S-1 (50%)                                         |
|                            | 40807090-480275-40220 / S-1 (25%)                                         |
|                            | 41838090-480275-40220 / S-1 (25%)                                         |
|                            | 11233030-480275-40222 / S-2 (50%)                                         |
|                            | 40807090-480275-40222 / S-2 (25%)                                         |
|                            | 41838090-480275-40222 / S-2 (25%)                                         |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

Engineering and Public Works – Vehicles

|                         |             |           |               |
|-------------------------|-------------|-----------|---------------|
| <b>Large Dump Truck</b> | 2022 (T-33) | \$165,000 | W/S Operating |
|                         | 2023 (T-40) | \$170,000 |               |



**T-33**



**T-40**

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-33</b> | <b>Total Score = 23</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                           |                     |                |                                                     |
|-------------|---------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>T-40</b> | <b>Total Score = 22.5</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                           | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                           | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                           | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                           | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

Water/Sewer Division personnel use this large dump trucks for daily construction activities and it is also used to assist in the snow and ice control operations. This is one of two large dump trucks assigned to the Water/Sewer Division (T-33 and T-40), both are identical configured units. The vehicle is equipped with a five-yard dump body, 10-foot power-angling snowplow, tailgate salt spreader, emergency lighting, and two-way radio.

| <b>CIP Budget-Replacement Year</b> | <b>2022</b>              | <b>2023</b>              |
|------------------------------------|--------------------------|--------------------------|
| Vehicle No.                        | T-33                     | T-40                     |
| Manufacturer                       | International 4400 (2WD) | International 4400 (2WD) |
| Original Cost                      | \$83,493                 | \$83,493                 |
| Model Year                         | 2003                     | 2003                     |
| In-Service Year                    | 2003                     | 2003                     |
| Useful Life (yrs.)                 | 20                       | 20                       |
| Current Life (yrs.)                | 17                       | 17                       |
| Age at time of Replacement (yrs.)  | 19                       | 20                       |
| No. of Breakdowns (2017-2018)*     | N/A                      | N/A                      |
| Labor Hours                        | N/A                      | N/A                      |

|                 |        |        |
|-----------------|--------|--------|
| Labor Cost      | N/A    | N/A    |
| Parts Cost      | N/A    | N/A    |
| Total Cost      | N/A    | N/A    |
| Current Mileage | 20,973 | 19,458 |

\*Breakdowns are shown for those vehicles that are to be replaced in the next calendar year

### Project Description & Justification

An estimated cost of \$165,000 to replace a 2003 model International dump truck.

### Green Fleet Alternative

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it's prudent to focus on green fleet alternatives for the ensuing year only.

### Project Update

Replacement of this truck has been deferred to 2022 based on a review of maintenance records. The large dump trucks are utilized at large-scale excavation sites for efficient transport of spoils, backfill materials and other materials to repair infrastructure (i.e. sand, crushed stone, topsoil, small tools and equipment, trash pumps, sewer structures-catch basins, inlets, manhole covers and frames, clamps, water sleeves and piping). When removed from service, this truck will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

### Project Alternative

The alternative is to delay the purchase and reschedule during later years.

### Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 40807090-480225-40610 T-33, 50%                                           |
|                            | 41838090-480225-40610 T-33, 50%                                           |
|                            | 40807090-480225-40615 T-40, 50%                                           |
|                            | 41838090-480225-40615 T-40, 50%                                           |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

Engineering and Public Works – Vehicles

|                   |             |          |                |
|-------------------|-------------|----------|----------------|
| <b>Hybrid SUV</b> | 2022 (P-13) | \$30,000 | CERF           |
|                   | 2022 (P-16) | \$30,000 | W/S -Operating |



**P-13**



**P-16**

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>P-13</b> | <b>Total Score = 22</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                         |                     |                |                                                     |
|-------------|-------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>P-16</b> | <b>Total Score = 22</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                         | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                         | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

P-13 is assigned to the Village Engineers and Project Manager(s), whereas P-16 is assigned to the Water/Sewer Superintendent. Staff utilize these utility vehicles in carrying out their daily activities/site inspections. With the intent to reduce the environmental impact of greenhouse gases, two hybrid vehicles were purchased FY2007. The vehicle is equipped with four-wheel drive, emergency lighting, and a two-way radio.

| <b>CIP Budget-Replacement Year</b> | <b>2022</b>        | <b>2022</b>        |
|------------------------------------|--------------------|--------------------|
| Vehicle No.                        | P-13               | P-16               |
| Manufacturer                       | Ford Escape Hybrid | Ford Escape Hybrid |
| Original Cost                      | \$25,650           | \$25,650           |
| Model Year                         | 2007               | 2007               |
| In-Service Year                    | 2007               | 2007               |
| Useful Life (yrs.)                 | 13                 | 13                 |
| Current Life (yrs.)                | 13                 | 13                 |
| Age at time of Replacement (yrs.)  | 15                 | 15                 |
| No. of Breakdowns (2017-2018)*     | N/A                | N/A                |

|                 |        |        |
|-----------------|--------|--------|
| Labor Hours     | N/A    | N/A    |
| Labor Cost      | N/A    | N/A    |
| Parts Cost      | N/A    | N/A    |
| Total Cost      | N/A    | N/A    |
| Current Mileage | 29,993 | 44,207 |

\*Breakdowns are shown for those vehicles that are to be replaced in the next calendar year

### Project Description & Justification

An estimated cost of \$60,000 (or \$30,000 each) to replace two (2) Ford Escape Hybrid vehicles.

### Project Update

Replacement of this unit has been deferred from 2020 to 2022, based on a review of maintenance records. The new vehicle will be equipped similarly to the existing vehicle. When removed from service, this unit will be traded in on a new vehicle acquisition, or be auctioned through the Northwest Municipal Conference.

### Green Fleet Alternative

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it's prudent to focus on green fleet alternatives for the ensuing year only.

### Project Alternative

The alternative is to delay the purchase and reschedule during later years.

### Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                                                              |
|----------------------------|--------------------------------------------------------------------------------------------------------------|
| Account Number/Description | 11202035-480100-40140 /P-13 (100%)<br>40807090-480275-40155 /P-16 (50%)<br>41838090-480275-40155 /P-16 (50%) |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030                                    |
| Personnel Costs            | None                                                                                                         |
| Training Costs             | None                                                                                                         |

|                                                                  |             |           |      |
|------------------------------------------------------------------|-------------|-----------|------|
| <b>Sidewalk Snowplows<br/>(School Walking &amp; Residential)</b> | 2023 (*NEW) | \$162,000 | CERF |
|                                                                  | 2028 (C-24) | \$184,000 |      |
|                                                                  | 2033 (C-18) | \$203,000 |      |



**\*NEW, C-20**



**C-24**



**C-18**

|             |                           |                     |                |                                                     |
|-------------|---------------------------|---------------------|----------------|-----------------------------------------------------|
| <b>C-20</b> | <b>Total Score = 22.5</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral       |
|             |                           | 16-20 points        | Class 4        | 41-55% of score = Defer up to 4-5 years (depending) |
|             |                           | <b>21-25 points</b> | <b>Class 3</b> | <b>56-70% of score = Replace within 2-3 years</b>   |
|             |                           | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years          |
|             |                           | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year            |

|             |                         |                            |                |                                                      |
|-------------|-------------------------|----------------------------|----------------|------------------------------------------------------|
| <b>C-24</b> | <b>Total Score = 13</b> | <b>Less than 16 points</b> | <b>Class 5</b> | <b>25-49% of score = Good candidate for deferral</b> |
|             |                         | 16-20 points               | Class 4        | 41-55% of score = Defer up to 4-5 years (depending)  |
|             |                         | 21-25 points               | Class 3        | 56-70% of score = Replace within 2-3 years           |
|             |                         | 26-30 points               | Class 2        | 71-85% of score = Replace within 1-2 years           |
|             |                         | 31-36 points               | Class 1        | 86-100% of score = Replace within 1 year             |

|             |                         |                            |                |                                                      |
|-------------|-------------------------|----------------------------|----------------|------------------------------------------------------|
| <b>C-18</b> | <b>Total Score = 10</b> | <b>Less than 16 points</b> | <b>Class 5</b> | <b>25-49% of score = Good candidate for deferral</b> |
|             |                         | 16-20 points               | Class 4        | 41-55% of score = Defer up to 4-5 years (depending)  |
|             |                         | 21-25 points               | Class 3        | 56-70% of score = Replace within 2-3 years           |
|             |                         | 26-30 points               | Class 2        | 71-85% of score = Replace within 1-2 years           |
|             |                         | 31-36 points               | Class 1        | 86-100% of score = Replace within 1 year             |

Personnel in the Engineering and Public Works Department utilize this track sidewalk machine to provide snow and ice control measures for Village sidewalks; primarily the school walking route (~30 miles) and residential sidewalks (~120 miles). The new machine will be similarly equipped with a v-blade snowplow, salt spreader, emergency lighting, and two-way radio.

**Project Description & Justification**

An estimated cost of \$162,000 to replace a 1993 Bombardier sidewalk machine with a Prinoth unit.

| <b>CIP Budget- Replacement Year</b> | <b>2023</b> | <b>2028</b> | <b>2033</b> |
|-------------------------------------|-------------|-------------|-------------|
| Vehicle No.                         | C-20        | C-24        | C-18        |
| Manufacturer                        | Bombardier  | Prinoth     | Prinoth     |
| Original Cost                       | \$48,955    | \$110,516   | \$133,447   |
| Model Year                          | 1993        | 2011        | 2016        |
| In-Service Year                     | 1993        | 2011        | 2016        |

|                                   |       |     |     |
|-----------------------------------|-------|-----|-----|
| Useful Life (yrs.)                | 17    | 17  | 17  |
| Current Life (yrs.)               | 27    | 9   | 4   |
| Age at time of Replacement (yrs.) | 30    | 17  | 17  |
| No. of Breakdowns (2017-2018)*    | N/A   | N/A | N/A |
| Labor Hours                       | N/A   | N/A | N/A |
| Labor Cost                        | N/A   | N/A | N/A |
| Parts Cost                        | N/A   | N/A | N/A |
| Total Cost                        | N/A   | N/A | N/A |
| Total Equipment Miles             | -     | -   | -   |
| Total Equipment Hours             | 1,444 | 517 | 25  |

### **Green Fleet Alternative**

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it's prudent to focus on green fleet alternatives for the ensuing year only.

### **Project Update**

This is new request (C-20) submitted as part of the 2020 CIP Budget. The existing machine is currently a reserve unit and staff requests incorporation with the CIP Budget as an additional front line unit. Therefore, replacement of this unit will bring the number of front line machines up from two to three units and will assist in maintaining existing service levels.

Track machines are used to service the priority school walking route (~30 miles) and residential sidewalks (~120 miles). Plowing of the school walking route commences after 2.00-inches snow accumulation, whereas residential sidewalks are serviced at 4.00-inches+ snow accumulation. Over an average winter season, the Village plows the school walking routes on 7-8 occasions and residential sidewalks on 3-4 occasions.

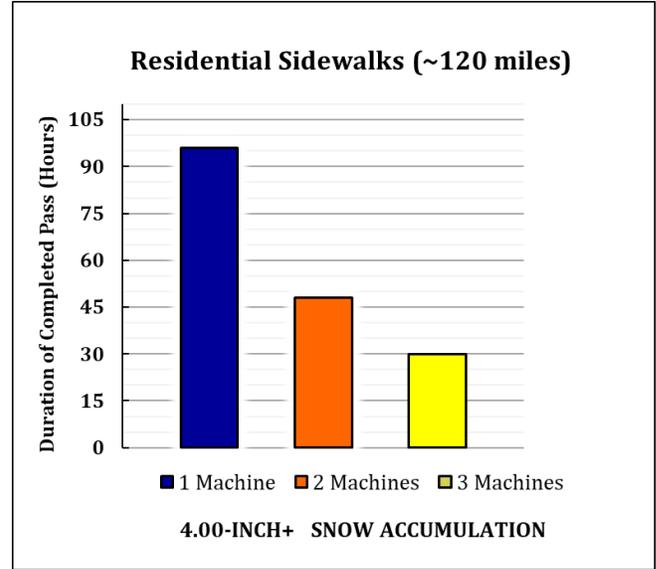
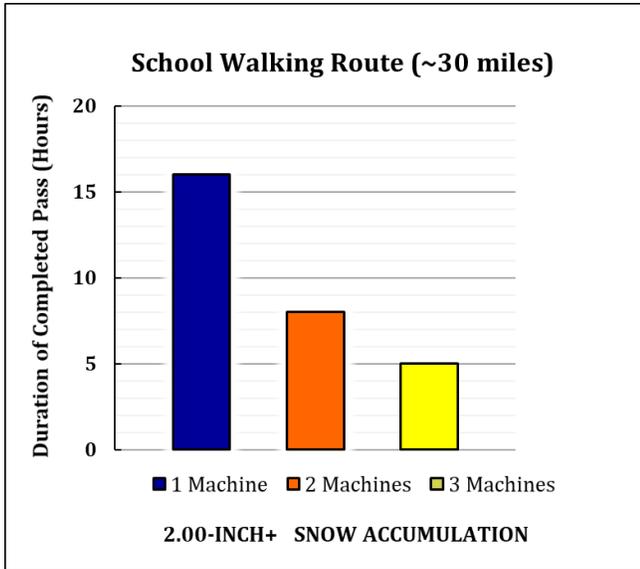
These machines are the preferred equipment to plow both the school walking route and residential sidewalks due to their narrow footprint and power/weight ratio which is unmatched in the industry. Likewise, track machines excel at pushing deep and heavier snow accumulations at a brisk pace as compared to smaller equipment affixed with snow blowers, which operate a much slower pace.

Prior experience has shown that these track machines can plow (push) heavy snow accumulations where other machines simply cannot (e.g. MT Trackless machine). Under powered machines can get readily displaced, or pushed off the sidewalk, resulting in accidents and damage to property. Therefore, staff recommends continued use of this machine. When removed from service, this unit will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

## Project Alternative

The alternative is to delay the project and reschedule the work during later years or omit purchase and provide service with less resources.

Denoted in the tables below is a comparative summary of expected service levels for the school walking route, and residential sidewalks, with one (1), two (2) and three (3) front line machines.



## Operating Budget Impact

Is this purchase *routine* X or *non-routine*?

| ROUTINE                    |                                                                                 |
|----------------------------|---------------------------------------------------------------------------------|
| Account Number/Description | 11233030-480275- /C-20<br>11233030-480275- /C-24<br>11233030-480275-40254 /C-18 |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030       |
| Personnel Costs            | None                                                                            |
| Training Costs             | None                                                                            |

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|                             |      |           |      |
|-----------------------------|------|-----------|------|
| <b>Vac-All Truck (T-34)</b> | 2023 | \$165,000 | CERF |
|-----------------------------|------|-----------|------|

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**Vehicle Description**

|                     |                             |
|---------------------|-----------------------------|
| <i>Make</i>         | Peterbilt and Vac-All       |
| <i>Model</i>        | LV13FBS Catch Basin Cleaner |
| <i>Year</i>         | 2005 (received in 2007)     |
| <i>Cost</i>         | \$238,965                   |
| <i>Useful Life</i>  | 15 years                    |
| <i>Current Life</i> | 13 years                    |



|             |                         |                     |                |                                                            |
|-------------|-------------------------|---------------------|----------------|------------------------------------------------------------|
| <b>T-34</b> | <b>Total Score = 20</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral              |
|             |                         | <b>16-20 points</b> | <b>Class 4</b> | <b>41-55% of score = Defer up to 4-5 years (depending)</b> |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years                 |
|             |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years                 |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year                   |

Various personnel in the Engineering and Public Works Department (Street Division) utilize this machine for leaf collection operations along arterial streets and removal of tree stump grindings. This truck also serves as a back-up unit for catch basin cleaning operations. The existing unit is equipped with emergency lighting and a two-way radio.

**Project Description & Justification**

An estimated cost of \$165,000 to retrofit a 2005 Peterbilt/Vac-All catch basin cleaner.

**Project Update**

Replacement of this unit has been deferred from 2022 to 2023, based on a review of maintenance records. An estimated cost of \$165,000 to retrofit the existing truck chassis with new vacuum equipment and debris body. This configuration projects a 55-60% cost savings (\$165,000 vs. \$360,000) over a new truck chassis (i.e. sewer cleaner truck).

**Green Fleet Alternative**

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it’s prudent to focus on green fleet alternatives for the ensuing year only.

## Project Alternative

The alternative is to delay the project and reschedule replacement during later years. However, if deferred, the Village may be faced with additional extensive repairs over succeeding years, including fan assembly and housing. Alternatively, leaf operations (Vac-Truck) could be outsourced at an estimated annual cost of \$60,800 (or \$8,000 per week, 8-week program) based on pricing incurred for a partial week during the 2018 leaf season from Advanced Disposal.

## Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11233030-480275-40395 / T-34                                              |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

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|                                   |      |           |               |
|-----------------------------------|------|-----------|---------------|
| <b>Catch Basin Cleaner (T-22)</b> | 2024 | \$395,000 | W/S Operating |
|-----------------------------------|------|-----------|---------------|

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**Vehicle Description**

|                     |                                              |
|---------------------|----------------------------------------------|
| <i>Make</i>         | International                                |
| <i>Model</i>        | 7400, 41,700 GVWR<br>Model V390 sewer rodder |
| <i>Year</i>         | 2015                                         |
| <i>Cost</i>         | \$347,539                                    |
| <i>Useful Life</i>  | 9 years                                      |
| <i>Current Life</i> | 5 years                                      |



|             |                           |                     |                |                                                            |
|-------------|---------------------------|---------------------|----------------|------------------------------------------------------------|
| <b>T-22</b> | <b>Total Score = 18.5</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral              |
|             |                           | <b>16-20 points</b> | <b>Class 4</b> | <b>41-55% of score = Defer up to 4-5 years (depending)</b> |
|             |                           | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years                 |
|             |                           | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years                 |
|             |                           | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year                   |

Personnel in the Engineering and Public Works Department (Water/Sewer Division) use this vehicle to rod sewers, clean catch basins, and excavate broken water mains or sewers. This truck is a 2015 model, equipped with a debris body, 1,500 gallons of water capacity, sewer-rodming system, vacuum system, emergency lighting, and two-way radio.

**Project Description & Justification**

An estimated cost of \$395,000 to replace a 2015 International/VacCon sewer rodder/catch basin cleaner (estimated cost does not include trade-in value). This is one of two machines (sewer rodder/catch basin cleaner) owned by the Village. In 2001, the Village added a second sewer combination sewer truck to the fleet and replacement cycles for this type of equipment has historically fluctuated between 8-10 years. These machines get used daily and operate under extreme conditions. In particular, they are utilized for the following operations: all excavations (e.g. water main breaks, water service repairs and leaks, sewer repairs, fire hydrant replacement), sewer rodming (storm, sanitary and combined systems), cleaning of clogged inlets (street flooding), sewer back-ups/rodming, catch basin cleaning, sewer cleaning in preparation for televising and cleaning of tree pits. The two machines are needed to provide timely emergency response (e.g. flooding, water main breaks) allowing multiple sites to be addressed simultaneously. This truck utilizes vacuum excavation technology which utilizes air or high pressure water to break apart soil, loose debris is then transported up into the tanks through vacuum suction. This method of excavation is also commonly referred to as soft excavation technology and widely accepted as being much safer than traditional digging methods, particularly within the tolerance zone around underground facilities. Equally important, this process allows for workers on site to stay safe and above ground while working at an active excavation site (located subsurface).

## Project Update

Over the last several years, the replacement cost has increased due to introduction of tier five diesel powered engines to comply with more stringent federal emission standards and increased material/manufacturer costs. When removed from service, this truck will be traded in on a new acquisition, or be auctioned through either the Northwest Municipal Conference or a specialty heavy-duty truck auction.

## Green Fleet Alternative

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and availability of options is expected to change from year to year. Therefore, staff feels it's prudent to focus on green fleet alternatives for the ensuing year only.

## Project Alternative

Though not recommended, the alternative is to delay the purchase and reschedule during later years. If deferred, the Village may be faced with the following extensive repairs over succeeding years: water pump (\$18,000), fan assembly (\$8,000) and hydraulic valve replacement (\$8,000). Reducing the breakdowns of this unit is essential to provide critical services and minimize disruptions for providing emergency response.

An alternative to purchasing the vehicle outright is a lease-to-own purchase. Staff is still reviewing this purchase option to see if it is advantageous to the Village. Compared to purchasing the catch basin cleaner outright, the lease-to-own cost over seven years would be approximately \$440,000.

## Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 40807090-480275-40390 /T-22 (50%)<br>41838090-480275-40390 /T-22 (50%)    |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

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|                            |      |          |      |
|----------------------------|------|----------|------|
| <b>Stump Grinder (C-6)</b> | 2024 | \$30,000 | CERF |
|----------------------------|------|----------|------|

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**Vehicle Description**

|                     |          |
|---------------------|----------|
| <i>Make</i>         | Carlton  |
| <i>Model</i>        | 7500     |
| <i>Year</i>         | 2001     |
| <i>Cost</i>         | \$21,350 |
| <i>Useful Life</i>  | 20 years |
| <i>Current Life</i> | 19 years |



|            |                         |                     |                |                                                            |
|------------|-------------------------|---------------------|----------------|------------------------------------------------------------|
| <b>C-6</b> | <b>Total Score = 18</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral              |
|            |                         | <b>16-20 points</b> | <b>Class 4</b> | <b>41-55% of score = Defer up to 4-5 years (depending)</b> |
|            |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years                 |
|            |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years                 |
|            |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year                   |

Personnel in the Engineering and Public Works Department (Street Division) operate this stump grinder as part of tree removal operations/site restoration. This unit is hydraulically operated and equipped with a 21” diameter cutting wheel.

**Project Description & Justification**

An estimated cost of \$30,000 to replace a 2001 Carlton stump grinder.

**Project Update**

Replacement of this unit has been deferred from 2021 to 2024 based on a review of maintenance records. This machine is utilized to grind approximately 75 parkway tree stumps (under 12 inch diameter trees) each year. When removed from service, this machine will be traded in on a new acquisition, or be auctioned through the Northwest Municipal Conference.

**Green Fleet Alternative**

Green fleet alternatives and cost analysis are provided only for those vehicles scheduled for replacement in the next calendar year. The marketplace for green fleet technology is a rapidly changing environment and at the cusp of becoming mainstream for medium duty truck applications. As such, the availability of options is expected to change significantly from year to year. Therefore, staff feels it’s prudent to focus on green fleet alternatives for the ensuing year only.

**Project Alternative**

The alternative is to delay the project and reschedule the work during later years, lease a stump grinder on an as needed basis from an area equipment vendor for approximately \$1,800 per week or

seek additional contractual assistance (approximately \$3,000 to \$3,500 per year) in lieu of equipment replacement for stump grinding of parkway trees under 12-inches diameter.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11233030-480275- 40320 / C-6                                              |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |
|                            |                                                                           |

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|                                     |      |          |      |
|-------------------------------------|------|----------|------|
| <b>Trailer – Light Poles (C-26)</b> | 2024 | \$11,000 | CERF |
|-------------------------------------|------|----------|------|

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**Vehicle Description**

|                     |             |
|---------------------|-------------|
| <i>Make</i>         | Sauber Mfg. |
| <i>Model</i>        | 4300S       |
| <i>Year</i>         | 1994        |
| <i>Cost</i>         | \$4,960     |
| <i>Useful Life</i>  | 30 years    |
| <i>Current Life</i> | 26 years    |



|             |                         |                     |                |                                                            |
|-------------|-------------------------|---------------------|----------------|------------------------------------------------------------|
| <b>C-26</b> | <b>Total Score = 18</b> | Less than 16 points | Class 5        | 25-49% of score = Good candidate for deferral              |
|             |                         | <b>16-20 points</b> | <b>Class 4</b> | <b>41-55% of score = Defer up to 4-5 years (depending)</b> |
|             |                         | 21-25 points        | Class 3        | 56-70% of score = Replace within 2-3 years                 |
|             |                         | 26-30 points        | Class 2        | 71-85% of score = Replace within 1-2 years                 |
|             |                         | 31-36 points        | Class 1        | 86-100% of score = Replace within 1 year                   |

Personnel in the Engineering and Public Works Department (Street Division) utilize this trailer to transport light poles of varying lengths out to jobsites. The existing unit has no optional equipment and was designed specifically for this task. The new trailer will be equipped similarly to the existing unit.

**Project Description & Justification**

An estimated cost of \$11,000 to replace a 1994 Sauber Mfg. light pole trailer.

**Project Update**

The new unit will be equipped similarly to the existing trailer. When removed from service, this trailer will be traded in on a new acquisition, or auctioned through the Northwest Municipal Conference.

**Green Fleet Alternative**

Not applicable – trailer unit (non-motorized equipment).

**Project Alternative**

The alternative is to delay the project and reschedule the work during later years.

**Operating Budget Impact**

Is this purchase *routine*   X   or *non-routine*?

| ROUTINE                    |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | 11233030-480275 / C-26                                                    |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

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|                              |      |           |      |
|------------------------------|------|-----------|------|
| <b>Electric Scissor Lift</b> | 2020 | \$ 21,000 | CERF |
|------------------------------|------|-----------|------|

Facilities Maintenance- Village-wide use

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**Original Purchase Date & Cost**

This was a new purchase request for YR 2017.

**Funding History**

N/A

**Project Description & Justification**

This request is for primary use by Facilities Maintenance but also would be available to any Village Department.

On average, based on recent history (i.e. four per year), the Village rents a lift for use by in-house staff or contractor(s) to facilitate repairs to Village facilities and/or equipment. This includes, but not limited to, HVAC equipment, Garage doors, lighting, electrical equipment etc.

The cost of rental and delivery for a scissor lift is approximately \$500 per week, but could be much more if the lift were needed for an extended period. If the Village were to purchase its own lift, it would be available every day (regular and off-hours) and for use by other Departments. A new scissor lift has an expected service life 20-25 years depending on its use and available parts. Based on projected incurred annual rental fees (four weekly rentals at approximately \$2,000), the lift would pay for itself within 10-years.

Denoted below is a history of rental fees incurred over the past five years:

- 2015 \$ 448 for one rental
- 2016 \$ 1,718 for four rentals
- 2017 \$ 1,691 for four rentals
- 2018 \$ 2,794 for six rentals
- 2019 \$ 1,672 for three rentals (\*as of May 20, 2019)

**Total \$8,323 for 18 rentals (2015-19)**

Likewise, by having access to a lift at any time, staff could perform many smaller tasks more readily and safely without the need for extra personnel to assist. Any maintenance task greater than 15-feet cannot safely be accessed with a ladder, thus requiring an aerial lift. There are numerous overhead facilities located at the Public Works Facility (i.e. garage areas and wash bay facility) and Fire Stations 26 & 27. Also, other miscellaneous facilities maintenance projects, which were previously deferred due to added rental expenses, could be scheduled/completed by in-house staff.

The estimated cost for this request does include the added cost for purchase of a dual axel trailer to tow the lift from facility to facility.

**Project Update**

This was a new CIP request for 2017 and has been deferred to 2019.

**Project Alternative**

As a less costly purchase option, purchase a refurbished unit with an estimated savings of \$8,000 or continue renting lifts on an as needed basis for facilities maintenance operations.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ routine or  non-routine?

| NONROUTINE                 |                                                                           |
|----------------------------|---------------------------------------------------------------------------|
| Account Number/Description | None                                                                      |
| Maintenance Costs          | All maintenance expenditures are included in various accounts in 11273030 |
| Personnel Costs            | None                                                                      |
| Training Costs             | None                                                                      |

**Ten Year Capital Improvement Program  
Police Vehicle Summary**

| <b>Police Department</b>                  | <b>Year</b> | <b>Vehicle #</b> | <b>2020</b>    | <b>2021</b>   | <b>2022</b>   | <b>2023 &amp; 2024</b> | <b>Five-Year Total</b> | <b>2025-2029</b> | <b>Ten-Year Total</b> |
|-------------------------------------------|-------------|------------------|----------------|---------------|---------------|------------------------|------------------------|------------------|-----------------------|
| Marked Squad - Watch Commander            | 2016        | SQ-504           | 46,000         | -             | -             | 48,000                 | 94,000                 | 50,000           | 144,000               |
| Marked Squad Car                          | 2016        | SQ-506           | 46,000         | -             | -             | 48,000                 | 94,000                 | 50,000           | 144,000               |
| Marked Squad Car                          | 2016        | SQ-507           | 46,000         | -             | -             | 48,000                 | 94,000                 | 50,000           | 144,000               |
| Marked Squad Car                          | 2016        | SQ-511           | 46,000         | -             | -             | 48,000                 | 94,000                 | 50,000           | 144,000               |
| Unmarked Squad Car                        | 2013        | SQ-523           | -              | 46,000        | -             | -                      | 46,000                 | -                | 46,000                |
| Speed Trailer                             | 2002        | SQ-516           | -              | 20,000        | -             | -                      | 20,000                 | -                | 20,000                |
| Marked Squad Car                          | 2018        | SQ-501           | -              | -             | 46,000        | -                      | 46,000                 | 50,000           | 96,000                |
| Marked Squad - Shift Supervisor           | 2018        | SQ-503           | -              | -             | 46,000        | -                      | 46,000                 | 50,000           | 96,000                |
| Marked Squad Car                          | 2019        | SQ-505           | -              | -             | -             | 46,000                 | 46,000                 | 50,000           | 96,000                |
| Marked Squad Car                          | 2019        | SQ-508           | -              | -             | -             | 46,000                 | 46,000                 | 50,000           | 96,000                |
| Marked Squad Car                          | 2019        | SQ-510           | -              | -             | -             | 46,000                 | 46,000                 | 50,000           | 96,000                |
| Marked Squad Car                          | 2019        | SQ-512           | -              | -             | -             | 46,000                 | 46,000                 | 50,000           | 96,000                |
| Utility Vehicle/Community Service Officer | 2014        | SQ-522           | -              | -             | -             | 46,000                 | 46,000                 | -                | 46,000                |
| Utility Vehicle                           | 2014        | SQ-515           | -              | -             | -             | 46,000                 | 46,000                 | -                | 46,000                |
| Unmarked Minivan/Detectives               | 2012        | SQ-525           | -              | -             | -             | -                      | -                      | 40,000           | 40,000                |
| Unmarked Interceptor Car/Deputy Chief     | 2015        | SQ-502           | -              | -             | -             | -                      | -                      | 40,000           | 40,000                |
| Unmarked Utility Interceptor/Deputy Chief | 2017        | SQ-514           | -              | -             | -             | -                      | -                      | -                | -                     |
| Unmarked Utility Interceptor/Police Chief | 2017        | SQ-509           | -              | -             | -             | -                      | -                      | -                | -                     |
| Utility Vehicle/Parking Enforcement       | 2016        | SQ-521           | -              | -             | -             | -                      | -                      | -                | -                     |
| Unmarked Utility Interceptor/Detectives   | 2017        | SQ-513           | -              | -             | -             | -                      | -                      | -                | -                     |
| Unmarked Utility Interceptor/Detectives   | 2017        | SQ-500           | -              | -             | -             | -                      | -                      | -                | -                     |
| <b>Total (21 vehicles)</b>                |             |                  | <b>184,000</b> | <b>66,000</b> | <b>92,000</b> | <b>468,000</b>         | <b>810,000</b>         | <b>580,000</b>   | <b>1,390,000</b>      |

| <b>Proposed Financing</b>                 | <b>2020</b>    | <b>2021</b>   | <b>2022</b>   | <b>2023 &amp; 2024</b> | <b>Five-Year Total</b> | <b>2025-2029</b> | <b>Ten-Year Total</b> |
|-------------------------------------------|----------------|---------------|---------------|------------------------|------------------------|------------------|-----------------------|
| Capital Equipment Replacement Fund (CERF) | <b>184,000</b> | <b>66,000</b> | <b>92,000</b> | <b>468,000</b>         | <b>810,000</b>         | <b>580,000</b>   | <b>1,390,000</b>      |
| Grant Funding                             | -              | -             | -             | -                      | -                      | -                | -                     |
| <b>Total</b>                              | <b>184,000</b> | <b>66,000</b> | <b>92,000</b> | <b>468,000</b>         | <b>810,000</b>         | <b>580,000</b>   | <b>1,390,000</b>      |

Police – Vehicles

|                                   |                       |            |     |      |
|-----------------------------------|-----------------------|------------|-----|------|
| <b>Marked Squad Cars - Hybrid</b> | 2020                  | \$184,000  | (4) | CERF |
|                                   | 2022                  | \$ 92,000  | (2) |      |
|                                   | 2023                  | \$ 184,000 | (4) |      |
|                                   | 2024                  | \$ 184,000 | (4) |      |
| -                                 | Critical              |            |     |      |
| X                                 | Recommended           |            |     |      |
| -                                 | Contingent on Funding |            |     |      |



Police Interceptor Model

The Police Department uses 10 marked squad vehicles for daily patrol and emergency response activities. The vehicles are equipped with a laptop computer, moving radar equipment and a forward facing video camera. The estimated cost of the vehicle includes \$8,000 for an LED emergency light bar, exterior Police markings and miscellaneous parts needed to install major components. When these vehicles are replaced, the laptop, radar and video equipment will be removed and installed in the new vehicle.

| Description | Vehicle # | Cost (\$) | In-Service Year | Replacement Year | # of Breakdowns | Repair Cost (2 Years) | Miles  | Projected Miles at Replacement |
|-------------|-----------|-----------|-----------------|------------------|-----------------|-----------------------|--------|--------------------------------|
| Shift Supv. | SQ-504    | \$46,000  | 2016            | 2020             | 13              | 1,530                 | 47,244 | 100,000                        |
| Patrol      | SQ-506    | \$46,000  | 2016            | 2020             | 12              | 1,990                 | 59,807 | 100,000                        |
| Patrol      | SQ-507    | \$46,000  | 2016            | 2020             | 14              | 990                   | 47,711 | 100,000                        |
| Patrol      | SQ-511    | \$46,000  | 2016            | 2020             | 14              | 1,500                 | 67,723 | 100,000                        |
| Patrol      | SQ-501    | \$46,000  | 2018            | 2022             | n/a             | n/a                   | n/a    | 100,000                        |
| Shift Supv. | SQ-503    | \$46,000  | 2018            | 2022             | n/a             | n/a                   | n/a    | 100,000                        |
| Patrol      | SQ-505    | \$46,000  | 2019            | 2023             | n/a             | n/a                   | n/a    | 100,000                        |
| Patrol      | SQ-508    | \$46,000  | 2019            | 2023             | n/a             | n/a                   | n/a    | 100,000                        |
| Patrol      | SQ-510    | \$46,000  | 2019            | 2023             | n/a             | n/a                   | n/a    | 100,000                        |
| Patrol      | SQ-512    | \$46,000  | 2019            | 2023             | n/a             | n/a                   | n/a    | 100,000                        |

\*Breakdowns are shown only for those vehicles that are to be replaced in the next fiscal year.

## Project Description & Justification

In 2020, the estimated cost to replace four marked squad cars with hybrid squads is \$184,000. The current model year has increased substantially, and the cages along with the computer mounts will not transfer over from the current model year.

Staff researched green fleet alternatives from the Ford Motor Company (FMC) for Police Utility Interceptors. Performance and safety are primary concerns when selecting patrol vehicles, however preliminary testing did not present any concerns to staff.

A cost/benefit analysis was conducted based on a review of each vehicle's annual miles driven (five-year average), fuel economy and idling time (i.e. conventional engine vs. hybrid technology). The anticipated return on investment is favorable, falling near half of the estimated useful life of each vehicle. Since older squads are typically repurposed as rotational vehicles for other departments, these hybrid units will produce further benefit over ensuing years.

| Vehicle ID                                                                                                                                                                                                      | SQ-504      | SQ-506      | SQ-507      | SQ-511      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|-------------|-------------|
| Annual Miles Driven (Year 2018)                                                                                                                                                                                 | 16,854      | 22,127      | 16,371      | 20,670      |
| MPG -Conventional Engine                                                                                                                                                                                        | 20          | 20          | 20          | 20          |
| Annual Consumption (Gals)                                                                                                                                                                                       | 843         | 1,107       | 819         | 1,034       |
| Annual Consumption –Idling (Gals) <sup>1</sup>                                                                                                                                                                  | 1,231       | 1,231       | 1,231       | 1,231       |
| Subtotal –Annual Consumption (Gals)                                                                                                                                                                             | 2,074       | 2,338       | 2,050       | 2,265       |
| MPG -Hybrid Engine                                                                                                                                                                                              | 24          | 24          | 24          | 24          |
| Annual Consumption (Gals)                                                                                                                                                                                       | 703         | 922         | 683         | 862         |
| Annual Consumption –Idling (Gals) <sup>2</sup>                                                                                                                                                                  | 540         | 540         | 540         | 540         |
| Subtotal –Annual Consumption (Gals)                                                                                                                                                                             | 1,243       | 1,462       | 1,223       | 1,402       |
| Difference (or Savings)<br>Annual Consumption (Gals)                                                                                                                                                            | 831         | 876         | 827         | 863         |
| Cost per Gallon (89 octane) (AVG 4-YR)                                                                                                                                                                          | \$2.55      | \$2.55      | \$2.55      | \$2.55      |
| Savings per Year                                                                                                                                                                                                | \$2,119     | \$2,234     | \$2,109     | \$2,201     |
| Total Cost (Hybrid Engine Option)                                                                                                                                                                               | \$3,625     | \$3,625     | \$3,625     | \$3,625     |
| Return on Investment [ROI] (Years)                                                                                                                                                                              | <b>1.71</b> | <b>1.62</b> | <b>1.72</b> | <b>1.65</b> |
| <sup>1</sup> Based on average of 7.25 hours idle time per day per squad (or 2,647 hours per year) and conversion factor of 0.465 gals per hour idle time (per FMC –conventional engine); equates to 1,231 gals. |             |             |             |             |
| <sup>2</sup> Based on average of 7.25 hours idle time per day per squad (or 2,647 hours per year) and conversion factor of 0.204 gals per hour idle time (per FMC –hybrid engine); equates to 540 gals.         |             |             |             |             |

## Project Update

The purchase of these four hybrid cars will mark the start of a pilot vehicle program; determining the performance and safety of a green fleet. After the vehicle is replaced, the current unit will be transferred to another department for administrative use, traded in on a new vehicle acquisition, or auctioned through the Northwest Municipal Conference or another on-line auction service.

## Project Alternative

Deferral beyond four years is not recommended for patrol vehicles. The reliability of a vehicle to handle emergency responses decreases with age and use, also maintenance and repair costs increase accordingly. Another alternative would be to purchase the traditional Explorer Interceptor model for \$3,600 less.

## Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| <b>ROUTINE</b>             |                                                                                 |
|----------------------------|---------------------------------------------------------------------------------|
| Account Number/Description | 11414020-480300 / Marked Squad Cars                                             |
| Maintenance Costs          | Maintenance costs are funded through the Vehicle Maintenance account: 11273030. |
| Personnel Costs            | None                                                                            |
| Training Costs             | None                                                                            |

---

|                                   |      |          |      |
|-----------------------------------|------|----------|------|
| <b>Unmarked Squad Car – SQ523</b> | 2021 | \$46,000 | CERF |
|-----------------------------------|------|----------|------|

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Vehicle Description**

|                     |                    |
|---------------------|--------------------|
| <i>Make</i>         | Ford               |
| <i>Model</i>        | Taurus Interceptor |
| <i>Year</i>         | 2013               |
| <i>Cost</i>         | \$29,996           |
| <i>Useful Life</i>  | 6 years            |
| <i>Current Life</i> | 6 years            |



This vehicle is assigned to the Mission Team for traffic control and enforcement and monitoring of crime patterns. The estimated cost of this unit includes \$8,000 for the LED emergency lighting, exterior graphics, and miscellaneous parts needed to install major components such as, radios, and siren control box.

**Project Update**

Staff anticipates replacing this vehicle with a Ford Utility Interceptor Hybrid or like vehicle. After replacement, this unit will be transferred to another department for administrative use, traded in on a new vehicle acquisition, or auctioned through the Northwest Municipal Conference or another on-line auction service.

**Project Alternative**

Deferral beyond 8 years is not recommended for this vehicle. The reliability decreases as the vehicle ages, and maintenance and repair cost increase accordingly.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| <b>ROUTINE</b>             |                                                                                 |
|----------------------------|---------------------------------------------------------------------------------|
| Account Number/Description | 11414020-480300-40790/ Squad#523                                                |
| Maintenance Costs          | Maintenance costs are funded through the Vehicle Maintenance account: 11273030. |
| Personnel Costs            | None                                                                            |
| Training Costs             | None                                                                            |

---

|                              |      |          |      |
|------------------------------|------|----------|------|
| <b>Speed Trailer – SQ516</b> | 2021 | \$20,000 | CERF |
|------------------------------|------|----------|------|

---

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Vehicle Description**

|                     |                           |
|---------------------|---------------------------|
| <i>Make</i>         | Kustom Signals            |
| <i>Model</i>        | 5705 Speed Trailer        |
| <i>Year</i>         | 2002 (*purchased in 2004) |
| <i>Cost</i>         | \$9,999                   |
| <i>Useful Life</i>  | 18 years                  |
| <i>Current Life</i> | 17 years                  |



This trailer is a mobile unit that can be set up at various locations throughout the Village to alert motorists of their speed and increase compliance with speed laws. The unit displays the speed of an on-coming vehicle, and then flashes and changes to bright red in color to alert motorists if they are exceeding the speed limit. The unit is a 2002 demonstrator model that was purchased at a reduced cost in 2004. The trailer is solar-powered and equipped with a speed limit display rack, radar unit, alarm system, striping, and solar panel.

**Project Update**

This unit was previously deferred to 2020. After replacement, this unit will be traded in on a new vehicle acquisition, or auctioned through the Northwest Municipal Conference or another on-line auction service.

**Project Alternative**

The Department is looking into lower cost alternatives such as pole-mounted units.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| <b>ROUTINE</b>             |                                                                                 |
|----------------------------|---------------------------------------------------------------------------------|
| Account Number/Description | 11414020-480300                                                                 |
| Maintenance Costs          | Maintenance costs are funded through the Vehicle Maintenance account: 11273030. |
| Personnel Costs            | None                                                                            |
| Training Costs             | None                                                                            |

*Police – Vehicles*

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|                                |      |          |      |
|--------------------------------|------|----------|------|
| <b>Utility Vehicle – SQ522</b> | 2024 | \$46,000 | CERF |
| Community Service Officer      |      |          |      |

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Vehicle Description**

|                     |                      |
|---------------------|----------------------|
| <i>Make</i>         | Ford                 |
| <i>Model</i>        | Explorer Interceptor |
| <i>Year</i>         | 2014                 |
| <i>Cost</i>         | \$28,950             |
| <i>Useful Life</i>  | 10 years             |
| <i>Current Life</i> | 5 years              |



This vehicle is assigned to the Community Service Officers for traffic control and enforcement, parking control, crime scene processing and monitoring of homes that are on the watch list. The vehicle will have the following equipment: LED light bar, emergency lighting, and exterior graphics.

**Project Update**

Staff anticipates replacing this vehicle with a Ford Utility Interceptor Hybrid or like vehicle. After replacement, this unit will be transferred to another department for administrative use, traded in on a new vehicle acquisition, or auctioned through the Northwest Municipal Conference or another on-line auction service.

**Project Alternative**

Deferral beyond 10 years is not recommended for this vehicle. The reliability decreases as the vehicle ages, and maintenance and repair cost increase accordingly.

**Operating Budget Impact**

Is this purchase *routine*   X   or    *non-routine*?

| ROUTINE                    |                                                                                 |
|----------------------------|---------------------------------------------------------------------------------|
| Account Number/Description | 11414020-480300-40785 / Squad #522                                              |
| Maintenance Costs          | Maintenance costs are funded through the Vehicle Maintenance account: 11273030. |
| Personnel Costs            | None                                                                            |
| Training Costs             | None                                                                            |

Police – Vehicles

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|                                |      |          |      |
|--------------------------------|------|----------|------|
| <b>Utility Vehicle – SQ515</b> | 2024 | \$46,000 | CERF |
|--------------------------------|------|----------|------|

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Vehicle Description**

|                     |                      |
|---------------------|----------------------|
| <i>Make</i>         | Ford                 |
| <i>Model</i>        | Explorer Interceptor |
| <i>Year</i>         | 2014                 |
| <i>Cost</i>         | \$28,950             |
| <i>Useful Life</i>  | 10 years             |
| <i>Current Life</i> | 5 years              |



This vehicle is assigned to patrol for traffic control and enforcement, parking control, crime scene processing and monitoring of homes that are on the watch list. The estimated cost of this unit includes \$8,000 for the LED emergency lighting, exterior graphics, and miscellaneous parts needed to install major components such as, radios, and siren control box.

**Project Update**

Staff anticipates replacing this vehicle with a Ford Utility Interceptor Hybrid or like vehicle. After replacement, this unit will be transferred to another department for administrative use, traded in on a new vehicle acquisition, or auctioned through the Northwest Municipal Conference or another on-line auction service.

**Project Alternative**

Deferral beyond 10 years is not recommended for this vehicle. The reliability decreases as the vehicle ages, and maintenance and repair cost increase accordingly.

**Operating Budget Impact**

Is this purchase *routine*  X  or  non-routine ?

| <b>ROUTINE</b>             |                                                                                 |
|----------------------------|---------------------------------------------------------------------------------|
| Account Number/Description | 11414020-480300                                                                 |
| Maintenance Costs          | Maintenance costs are funded through the Vehicle Maintenance account: 11273030. |
| Personnel Costs            | None                                                                            |
| Training Costs             | None                                                                            |

**Ten Year Capital Improvement Program  
Fire Vehicle Summary**

| <b>Fire Department</b>                      | <b>Year</b> | <b>Vehicle #</b> | <b>2020</b>    | <b>2021</b>    | <b>2022</b> | <b>2023 &amp; 2024</b> | <b>Five-Year Total</b> | <b>2025-2029</b> | <b>Ten-Year Total</b> |
|---------------------------------------------|-------------|------------------|----------------|----------------|-------------|------------------------|------------------------|------------------|-----------------------|
| Ambulance                                   | 2009        | FD-209           | 270,000        | -              | -           | 290,000                | 560,000                | -                | 560,000               |
| Utility Vehicle                             | 2000        | FD-207           | 70,000         | -              | -           | -                      | 70,000                 | -                | 70,000                |
| Marion Squad Rescue Truck                   | 1999        | FD-201           | -              | 825,000        | -           | -                      | 825,000                | -                | 825,000               |
| Rescue Boat                                 | 1997        | FD-214           | -              | 50,000         | -           | -                      | 50,000                 | -                | 50,000                |
| Emergency One Pumper                        | 1989        | FD-206           | -              | -              | -           | -                      | -                      | 615,000          | 615,000               |
| Light Duty Squad Truck                      | 2013        | FD-200           | -              | -              | -           | -                      | -                      | 200,000          | 200,000               |
| Incident Command Van                        | 2006        | FD-213           | -              | -              | -           | -                      | -                      | 70,000           | 70,000                |
| Emergency One Pumper                        | 2013        | FD-217           | -              | -              | -           | -                      | -                      | 615,000          | 615,000               |
| Emergency One Quint                         | 2009        | FD-204           | -              | -              | -           | -                      | -                      | 1,350,000        | 1,350,000             |
| Ambulance                                   | 2015        | FD-211           | -              | -              | -           | -                      | -                      | 260,000          | 260,000               |
| Department Pool Vehicle                     | 2005        | FD-216           | -              | -              | -           | -                      | -                      | -                | -                     |
| Deputy Fire Chief's Vehicle                 | 2015        | FD-210           | -              | -              | -           | -                      | -                      | -                | -                     |
| Fire Chief's Vehicle                        | 2015        | FD-208           | -              | -              | -           | -                      | -                      | -                | -                     |
| Duty Chief Vehicle/Incident Command Vehicle | 2016        | FD-203           | -              | -              | -           | -                      | -                      | -                | -                     |
| Ambulance                                   | 2016        | FD-212           | -              | -              | -           | -                      | -                      | -                | -                     |
| Emergency One Pumper                        | 2019        | FD-205           | -              | -              | -           | -                      | -                      | -                | -                     |
| <b>Total (16 vehicles)</b>                  |             |                  | <b>340,000</b> | <b>875,000</b> | <b>-</b>    | <b>290,000</b>         | <b>1,505,000</b>       | <b>3,110,000</b> | <b>4,615,000</b>      |

| <b>Proposed Financing</b>                 | <b>2020</b>    | <b>2021</b>    | <b>2022</b> | <b>2023 &amp; 2024</b> | <b>Five-Year Total</b> | <b>2025-2029</b> | <b>Ten-Year Total</b> |
|-------------------------------------------|----------------|----------------|-------------|------------------------|------------------------|------------------|-----------------------|
| Capital Equipment Replacement Fund (CERF) | 340,000        | 875,000        | -           | 290,000                | 1,505,000              | 530,000          | 2,035,000             |
| General Fund - Bond Proceeds              | -              | -              | -           | -                      | -                      | 2,580,000        | 2,580,000             |
| General Fund - Other/TBD                  | -              | -              | -           | -                      | -                      | -                | -                     |
| <b>Total</b>                              | <b>340,000</b> | <b>875,000</b> | <b>-</b>    | <b>290,000</b>         | <b>1,505,000</b>       | <b>3,110,000</b> | <b>4,615,000</b>      |

*Fire – Vehicles*

|                   |                       |           |      |
|-------------------|-----------------------|-----------|------|
| <b>Ambulances</b> | 2020                  | \$270,000 | CERF |
|                   | 2023                  | \$290,000 |      |
| x                 | Critical              |           |      |
| -                 | Recommended           |           |      |
| -                 | Contingent on Funding |           |      |

**Vehicle Description**

|                     |                  |
|---------------------|------------------|
| <i>Make</i>         | Ford F-450       |
| <i>Model</i>        | Type I Ambulance |
| <i>Year</i>         | 2009             |
| <i>Cost</i>         | \$154,000        |
| <i>Useful Life</i>  | 8 years          |
| <i>Current Life</i> | 11 years         |



Wilmette Fire Department ambulances are equipped with all the required items to meet the standard as established by the Illinois Department of Public Health (IDPH) for an Advanced Life Support vehicle. This is one of three Advanced Life Support ambulances owned by the Village. One ambulance is maintained at each firehouse, and a third ambulance is kept in the event another ambulance(s) is placed out of service for maintenance or repairs. The Fire Department rotates all three ambulances to extend the life of the vehicles.

It is anticipated that each ambulance should remain fully usable for eight years. The total cost of the new ambulance includes transfer of necessary medical equipment, such as the power cot and auto loading system. This ambulance was deferred last year and has been moved from recommended to critical due to its age and the Fire Departments dependence on three fully reliable ambulances.

Note: Ambulance replacement 9 year cycle .

| <b>Vehicle</b> | <b>Anticipated Replace Cost</b> | <b>In Service</b> | <b>Replacement Year</b> | <b>Miles/Hours</b> | <b># of Breakdowns</b> | <b>Repair Cost (2 Years)</b> |
|----------------|---------------------------------|-------------------|-------------------------|--------------------|------------------------|------------------------------|
| FD-209         | \$270,000                       | 2009              | 2020                    | 48,159/5,350       | 34                     | \$6,376                      |
| FD- 211        | \$290,000                       | 2015              | 2023                    | 33,283/3473        | 26                     | \$6,344                      |
| FD-212         | \$310,000                       | 2017              | 2026                    | 11234/1336         | 17                     | \$4,536                      |

\*Fire and EMS vehicles use a conversion of 25 miles per engine hour due to the on scene time at an emergency call.

**Project Update**

Due to performance and current vehicle maintenance practices, the Fire Department was able to defer this project from 2019 to 2020. Since the vehicle will now be 3 years past its current life, we recommend this purchase for the 2020 budget.

**Project Alternative**

Delay the purchase of this vehicle and incur increased maintenance cost and out of service time, or sell this vehicle and purchase a used vehicle from another community that is newer.

**Operating Budget Impact**

Is this purchase *routine* \_\_\_ or X *non-routine*?

| <b>NON-ROUTINE</b> |                                                                                                          |
|--------------------|----------------------------------------------------------------------------------------------------------|
| Maintenance Costs  | Maintenance costs are funded through the Fire Supplies-Automotive Parts account:<br><br>11515020-430100. |
| Personnel Costs    | None                                                                                                     |
| Training Costs     | None                                                                                                     |

**Utility Vehicle- FD- 207**

2020

\$70,000

CERF

*Make* Ford  
*Model* F- 250 4WD Utility  
*Year* 2000  
*Cost* \$34,875  
*Useful Life* 10 years front line +  
 2 years reserve  
*Current Life* 20 years



- Critical
  - X Recommended
  - Contingent on Funding
- 

**Vehicle Description**

The Ford Pick-up is four-wheel drive and used for a variety of support functions. It is used by the Incident Commander during inclement weather. This vehicle is also used to move equipment or hose to and from the emergency scene and fire station. This vehicle is equipped with a plow and is used for clearing the Fire Department drives during winter snowstorms. The trailer hitch allows for the rescue boat to be taken to the scene of an emergency.

| Vehicle | Year | Date | Road Mileage | Engine Hours | Actual Mileage |
|---------|------|------|--------------|--------------|----------------|
| FD-207  | 2000 | 5/17 | 47,363       | 3,731        | 93,275         |

**Project Update**

The vehicle was scheduled for replacement in 2013. Due to the relatively good condition of the vehicle, staff has deferred replacement until 2020. The vehicle is starting to show some rust. Replacement with a new truck will allow for the new vehicle to serve as both a utility and a backup rescue for front line Rescue 26. This purchase would be the 1<sup>st</sup> phase of new fleet reduction effort. This effort would allow new vehicles to serve dual purposes and optimize both efficiency and resiliency in the fleet.

**Project Alternative**

Rotate the vehicle to another Village of Wilmette department and purchase a new vehicle for fire.

## Operating Budget Impact

Is this purchase *routine* \_\_\_ or X *non-routine*?

| NON-ROUTINE       |                                                                                                              |
|-------------------|--------------------------------------------------------------------------------------------------------------|
| Maintenance Costs | Maintenance costs associated with this piece of equipment are funded through the Supplies-auto parts account |
| Personnel Costs   | None                                                                                                         |
| Training Costs    | None                                                                                                         |

*Fire – Vehicles*

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**Marion Squad Rescue Truck FD-201**      2021      \$825,000      CERF

**Fire Engine FD-206**

- Critical
- X Recommended
- Contingent on Funding




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**Vehicle Description**

|                     |             |                                   |               |
|---------------------|-------------|-----------------------------------|---------------|
| <i>Make</i>         | Marion      | <i>Make</i>                       | E-One         |
| <i>Model</i>        | Squad Truck | <i>Model</i>                      | Engine Pumper |
| <i>Year</i>         | 1999        | <i>Year</i>                       | 1989          |
| <i>Cost</i>         | \$285,481   | <i>Cost</i>                       | UNK           |
| <i>Useful Life</i>  | 15 years    | <i>Useful Life with refurbish</i> | 25            |
| <i>Current Life</i> | 21 years    | <i>Current</i>                    | 30            |

The E-One Engine (FD-206) is a standby vehicle that is utilized when frontline vehicles are down for repairs or manned by off duty personnel during callbacks or special events. The vehicle and fire pump underwent refurbishment in 2016 in an effort to extend its useful life.

The Marion Squad Truck (FD-201) serves as the special rescue vehicle and can house Hazmat, TRT, and Dive Equipment on board. It also has an air cascade system, which allows for re-filling of SCBA tanks in the field. This vehicle also serves as a standby vehicle for the frontline Rescue 26 which responds to ems call with Ambulance 26.

| <b>Vehicle</b> | <b>Year</b> | <b>Date</b> | <b>Road Mileage</b> | <b>Engine Hours</b> | <b>Actual Mileage</b> |
|----------------|-------------|-------------|---------------------|---------------------|-----------------------|
| FD-201         | 1999        | 5/17        | 14977               | 1949                | 48,725                |

\*Fire and EMS vehicles use a conversion of 25 miles per engine hour due to the on scene time at an emergency call.

### Project Update

This project has been deferred since 2016 and the fire department recommends further deferment until 2021 due to the assessment of vehicle assignments and efficiency. The Fire Department has started using a light rescue vehicle, which will allow this vehicle to be primarily used as the Dive, Technical Rescue and Hazardous Material vehicle, which will lengthen its expected useful life. This vehicle can also act as a back up to the light rescue vehicle. Removing these two vehicles from the fleet can be accomplished by the purchase a single pumper squad that can serve in the capacity of both vehicles. The pumper squad would be capable of firefighting as well as the primary platform for all special rescue teams. This consolidation would allow for more flexibility in response as well as increase our efficiency and maintenance cost. It would also allow our department to increase resiliency and reliability with a newer vehicle.

| <i><b>Fleet Size 2018</b></i> |                    | <i><b>Proposed Fleet Size 2021</b></i> |                    |                       |
|-------------------------------|--------------------|----------------------------------------|--------------------|-----------------------|
| <i><b>Vehicle</b></i>         | <i><b>Year</b></i> | <i><b>Vehicle</b></i>                  | <i><b>Year</b></i> | <i><b>Replace</b></i> |
| E-One Engine - FD206          | 1989               | Pumper Squad                           | 2021               | 2041/2046             |
| Squad Rescue Truck - FD201    | 1999               |                                        |                    |                       |
| E-One Engine - FD205          | 1995               | Pierce Engine 202                      | 2019               | 2039/2044             |
| Peirce Tower Ladder - FD202   | 1992               |                                        |                    |                       |
| E-One Engine - FD217          | 2013               | E-One Engine217                        | 2013               | 2033/2038             |
| E-One Tower Ladder - FD204    | 2009               | E-One Tower Ladder204                  | 2009               | 2029/2034             |
| Light Rescue Squad - FD200    | 2013               | Light Rescue Squad200                  | 2013               | 2033/2038             |
| Ford Pickup Truck - FD207     | 2000               | Chevy Pickup                           | 2020               | 2040/2045             |
| <b>8 vehicles</b>             |                    | <b>6 vehicles</b>                      |                    |                       |

## Project Alternative

Purchase the two vehicles (rescue truck and engine) separately at a cost of approximately \$550,000 and \$650,000 respectively.

## Operating Budget Impact

Is this purchase *routine* \_\_\_\_ or X *non-routine*?

| <b>NON-ROUTINE</b> |                                                                                                      |
|--------------------|------------------------------------------------------------------------------------------------------|
| Maintenance Costs  | Maintenance costs are funded through the Fire Supplies-Automotive Parts account:<br>11515020-430100. |
| Personnel Costs    | None                                                                                                 |
| Training Costs     | None                                                                                                 |

*Fire – Vehicles*

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|                   |                       |          |      |
|-------------------|-----------------------|----------|------|
| <b>Boat-FD214</b> | 2021                  | \$50,000 | CERF |
| -                 | Critical              |          |      |
| X                 | Recommended           |          |      |
| -                 | Contingent on Funding |          |      |

---

**Vehicle Description**

|                     |                        |
|---------------------|------------------------|
| <i>Make</i>         | <i>Avon</i>            |
| <i>Model</i>        | <i>Inflatable Boat</i> |
| <i>Year</i>         | 1999                   |
| <i>Cost</i>         | \$25,000               |
| <i>Useful Life</i>  | 15 years               |
| <i>Current Life</i> | 21 years               |
| Mercury Outboard    |                        |
| 25 HP               |                        |



The 17” rigid hull inflatable boat is utilized to perform rescue/recovery functions in the Village and throughout the MABAS Divisions. The boat has proven useful on many emergency operations and training evolutions, in addition to the Wilmette Water Plant intake maintenance. The boat is used to transport water rescue personnel and acts as a dive platform for underwater operations. Sonar, remote operated vehicles, and communication equipment are also carried and operated in this boat. The size of the boat makes it very maneuverable both on land and in lakes, ponds, canals and rivers.

| <b>Vehicle</b> | <b>Year</b> | <b>Date</b> | <b>Road Mileage</b> | <b>Engine Hours</b> | <b>Actual Mileage</b> |
|----------------|-------------|-------------|---------------------|---------------------|-----------------------|
| FD-214         | 1997        | 5/17        | N/A                 | N/A                 | N/A                   |

\*Fire and EMS vehicles use a conversion of 25 miles per engine hour due to the on scene time at an emergency call.

**Project Update**

This boat continues to be deferred annually until a critical need arises.

**Project Alternative**

Delay the purchase of this boat and continue to use it while evaluating its condition.

## Operating Budget Impact

Is this purchase *routine* \_\_\_ or X *non-routine*?

| <b>NON-ROUTINE</b> |                                                                                                   |
|--------------------|---------------------------------------------------------------------------------------------------|
| Maintenance Costs  | Maintenance costs are funded through the Fire Supplies-Automotive Parts account: 11515020-430100. |
| Personnel Costs    | None                                                                                              |
| Training Costs     | None                                                                                              |

**Ten Year Capital Improvement Program  
Sewer Summary**

| <b>Facility Improvements</b>               | <b>2020</b>       | <b>2021</b>       | <b>2022</b>       | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b>  | <b>Ten-Year<br/>Total</b> |
|--------------------------------------------|-------------------|-------------------|-------------------|------------------|----------------------------|-------------------|---------------------------|
| <b>STORM WATER PUMPING STATION</b>         |                   |                   |                   |                  |                            |                   |                           |
| Clean Out Pumping Station Sump             | -                 | 40,000            | -                 | -                | 40,000                     | 45,000            | 85,000                    |
| Electrical Improvements                    | 400,000           | 800,000           | -                 | -                | 1,200,000                  | -                 | 1,200,000                 |
| Pump Renovations                           | 35,000            | 35,000            | -                 | -                | 70,000                     | -                 | 70,000                    |
| Roof Replacement                           | -                 | -                 | -                 | -                | -                          | 75,000            | 75,000                    |
| <b>SEWER COLLECTION SYSTEM</b>             |                   |                   |                   |                  |                            |                   |                           |
| Sewer Lining & Rehabilitation              | 820,000           | 1,150,000         | 1,190,000         | 2,480,000        | 5,640,000                  | 6,100,000         | 11,740,000                |
| Sewer Main Repairs                         | 337,000           | 346,000           | 355,500           | 745,000          | 1,783,500                  | 1,835,000         | 3,618,500                 |
| Sewer Maintenance                          | 322,000           | 327,500           | 333,000           | 654,000          | 1,636,500                  | 1,450,000         | 3,086,500                 |
| Neighborhood Storage                       | 23,210,000        | 14,200,000        | 27,300,000        | 60,000           | 64,770,000                 | -                 | 64,770,000                |
| Smoke Testing/Dyed Water Flooding          | 60,000            | 60,000            | 60,000            | 60,000           | 240,000                    | 150,000           | 390,000                   |
| Sewer Lateral Rehabilitation Pilot Project | -                 | 549,300           | 549,300           | 1,098,600        | 2,197,200                  | 2,750,000         | 4,947,200                 |
| Relief Sewer Improvement Program           | -                 | -                 | -                 | -                | -                          | 4,380,500         | 4,380,500                 |
| RainReady Program                          | 90,500            | 90,500            | 90,500            | 181,000          | 452,500                    | 362,500           | 815,000                   |
| Permanent Sanitary Flow Meters             | -                 | -                 | -                 | 64,000           | 64,000                     | 125,000           | 189,000                   |
| <b>Total</b>                               | <b>25,274,500</b> | <b>17,598,300</b> | <b>29,878,300</b> | <b>5,342,600</b> | <b>78,093,700</b>          | <b>17,273,000</b> | <b>95,366,700</b>         |

| <b>Proposed Financing</b> | <b>2020</b>       | <b>2021</b>       | <b>2022</b>       | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b>  | <b>Ten-Year<br/>Total</b> |
|---------------------------|-------------------|-------------------|-------------------|------------------|----------------------------|-------------------|---------------------------|
| Sewer Fund- Operations    | 844,500           | 899,000           | 839,000           | 1,704,000        | 4,286,500                  | 4,042,500         | 8,329,000                 |
| Sewer Fund- Debt/IEPA     | 24,430,000        | 16,699,300        | 29,039,300        | 3,638,600        | 73,807,200                 | 13,230,500        | 87,037,700                |
| <b>Total</b>              | <b>25,274,500</b> | <b>17,598,300</b> | <b>29,878,300</b> | <b>5,342,600</b> | <b>78,093,700</b>          | <b>17,273,000</b> | <b>95,366,700</b>         |

## Water Management

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|                                       |      |          |           |
|---------------------------------------|------|----------|-----------|
| <b>Clean Out Pumping Station Sump</b> | 2021 | \$40,000 | Operating |
| Sewer Fund-Sewer Improvements-SWPS    | 2028 | \$45,000 | Operating |

- X Critical
  - Recommended
  - Contingent on Funding
- 

### Original Purchase Date & Cost

N/A

### Funding History

2012 \$25,000  
2006 \$12,000  
2000 \$16,000



### Project Description & Justification

The intake chamber for the Storm Water Pumping Station collects all of the storm water flow from the Village west of Ridge Rd. and distributes it to the two pump suction chambers in the pumping station building. Some silt, sand, and debris collect in this intake chamber. About once every five to seven years this debris needs to be removed to prevent damage to the pumping equipment and the grating in the intake chamber.

In FY 2021, clean the sump areas at the Storm Water Pumping Station (SWPS) at an estimated cost of \$40,000.

### Project Update

There are no changes in this CIP.

### Project Alternative

The project could be postponed another year. This could in turn increase the risk of damaging the gratings on the intake and potentially damage the pumps in the station and reducing the functionality of the station.

### Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

|                                     |                       |           |      |
|-------------------------------------|-----------------------|-----------|------|
| <b>SWPS Electrical Improvements</b> | 2020                  | \$400,000 | Bond |
| Sewer Fund-Sewer Improvements-SWPS  | 2021                  | \$800,000 | Bond |
| -                                   | Critical              |           |      |
| X                                   | Recommended           |           |      |
| -                                   | Contingent on Funding |           |      |

---

**Original Purchase Date & Cost**

|      |           |            |
|------|-----------|------------|
| 1991 | \$283,000 | Switchgear |
| 2001 | \$235,000 | Pump 3 VFD |

**Funding History**

|      |          |                  |
|------|----------|------------------|
| 2019 | \$20,000 | Conceptual Study |
|------|----------|------------------|

**Project Description & Justification**

2020 Perform a design study on the electrical improvements to format the outlines of the design including scale, setup and cost estimate.

2021 Perform electrical improvements including replacement of the switchgear and VFD at the SWPS at an estimated cost of \$800,000.

The SWPS is powered by two ComEd power lines which power the switchgear that operates the variety of pumps and equipment at the station. The switchgear was replaced in 1991 and a typical main switchgears have an effective life of 30 years. It is due for replacement in 2020. Additionally, the current switchgear is located in an area in the SWPS that has no climate control. In order to minimize corrosion to the new equipment, an alternate location must be evaluated.



The SWPS has 5 pumps and only pump #3 has a Variable Frequency Drive (VFD). The VFD allows the staff to control the level in the sumps more efficiently by changing the speed and obtaining different flows without the need to change pumps. This VFD was installed in 2001. The typical useful life of a VFD is between 15-20 years.

In FY 2020-2021, it is proposed to combine the replacement of the switchgear and the VFD at the SWPS for economy of scale at an estimated cost of \$1,200,000.

**Project Update**

There are no changes to this CIP.

**Project Alternative**

The alternative is to postpone the project for another year. However, a failure of the main switchgear will result in shutdown of the entire station and the inability to pump the stormwater from west side of the Village. A failure to pump #3 VFD will reduce the pumping capacity of the station by approximately 21 percent.

**Operating Budget Impact**

Is this purchase *routine* \_\_\_\_ or *X* *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

|                                    |                       |          |           |
|------------------------------------|-----------------------|----------|-----------|
| <b>Pump Renovations</b>            | 2020                  | \$35,000 | Operating |
| Sewer Fund-Sewer Improvements-SWPS | 2021                  | \$35,000 | Operating |
| -                                  | Critical              |          |           |
| X                                  | Recommended           |          |           |
| -                                  | Contingent on Funding |          |           |

**Original Purchase Date & Cost**  
1963

**Funding History**

|      |        |                                                   |
|------|--------|---------------------------------------------------|
| 2008 | Pump 1 | \$30,000                                          |
| 2003 | Pump 2 | \$29,000                                          |
| 2003 | Pump 3 | \$88,780 (includes the cost of conversion to VFD) |



**Project Description & Justification**

In FY 2020, perform preventative maintenance repairs to Storm Water Pumping Station Pump 3.  
In FY 2021, perform preventative maintenance repairs to Storm Water Pumping Station Pump 2.

SWPS Pump 3 was last refurbished in 2003 and will be due for preventative maintenance repairs in 2020. The estimated cost for repairing/rebuilding this pump is \$35,000.

The west side of the Village is served by a separate sewer system. All storm water from west Wilmette is delivered to the Storm Water Pumping Station (SWPS) and is pumped into the North Branch of the Chicago River. There are five pumps in this station. Pump No. 1 pumps most of the SWPS inflow to the river during non-storm periods followed by pump 3. Pump No. 2, 4 and 5 are usually only operated during severe storm periods. Recently, Pump No. 2 & 3 was repaired/rebuilt under a preventative maintenance program. Pump No. 4 & 5 have very low running hours. SWPS pump 1 was rebuilt for \$30,000 in 2008 on an emergency basis.

**Project Update**

There are no changes in this CIP.

**Project Alternative**

The alternative is to make repairs on an emergency basis, as needed.

**Operating Budget Impact**

Is this purchase *routine* \_\_\_ or X *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

|                                        |      |              |           |
|----------------------------------------|------|--------------|-----------|
| <b>Sewer Lining and Rehabilitation</b> | 2020 | \$ 820,000   | IEPA Loan |
| Sewer Fund-Sewer Improvements-Sewer    | 2021 | \$ 1,150,000 |           |
| Collection System                      | 2022 | \$ 1,190,000 |           |
|                                        | 2023 | \$ 1,220,000 |           |
|                                        | 2024 | \$ 1,260,000 |           |

X Critical  
- Recommended  
- Contingent on Funding

---

**Original Purchase Date & Cost**

N/A

**Funding History**

|      |             |           |
|------|-------------|-----------|
| 2019 | \$1,970,000 | IEPA Loan |
| 2018 | \$1,150,000 | IEPA Loan |
| 2017 | \$820,000   | IEPA Loan |
| 2016 | \$701,187   | IEPA Loan |
| 2014 | \$577,315   | IEPA Loan |
| 2013 | \$639,425   | IEPA Loan |
| 2012 | \$826,000   | IEPA Loan |
| 2011 | \$906,675   | IEPA Loan |

**Project Description & Justification**

Sewer lining is a non-invasive technique to rehabilitate sewers by eliminating infiltration, structural defects, and root intrusion. The list of sewers identified as needing sewer lining grows each year. This annual expenditure is proposed to be a long-term program to address the deterioration of the Village's sewer system.

By the end of 2019, approximately 56% of the separate sanitary sewer system will be lined. Approximately 21 miles of unlined sewers remain. In the combined sewer system, nearly 23% of the sewers will be lined by the end of 2019, with approximately 38 miles remaining. It is estimated that both the separate and combined sewer systems will be lined in approximately 27 years at the current funding level of \$820,000 per year.

**Project Update**

It is anticipated that an additional \$240,000 to \$330,000 is needed to begin grouting lateral connections as part of the sewer lining program. The goal of the lining program is both to increase the structural integrity of the lines to avoid collapse and to reduce the amount of infiltration and inflow (I/I) into the sewer systems. Both of these will have a net effect of an increase in sanitary sewer conveyance capacity and reduce the number of potential basement back-ups and sanitary sewer overflows by removing excess clean water from the sanitary sewer system. This can be accomplished by grouting around the sewer lateral connections so that water does not infiltrate into the interstitial space between the liner and the host pipe and enter the sewer mains at faulty connections.

This funding increase would allow grouting approximately 200-500 connections or 100% of the lateral connections in a sewer lining program at an estimated cost of \$600/connection. It is anticipated that 100% of the connections will require grout for vitrified clay pipe (VCP) sewers, which makeup the majority of sewers in Wilmette’s sanitary and combined sewer systems.

The additional funding for grouting laterals will be added to the requested budget beginning in 2021 in anticipation of a new facility plan to allow the current plan, which has already been approved by the IEPA, to be completed under the currently proposed annual expenditure of \$820,000. The current funding level of \$820,000 was held through 2020 and will finish out the existing facility plan. Funding levels from 2021-2024 were added to include the grouting of service laterals and a 3% escalation factor per year.

**Project Alternative**

The alternative to sewer lining is sewer replacement by open excavation which can be significantly more costly and disruptive. The Village’s sewer system is sixty to one-hundred plus years in age and has numerous cracks, tree roots, and mineral deposits. These pipe deficiencies result in groundwater infiltration, sewer collapses, and blockages. Not funding this program will result in infiltration contributing to sewer backups and continued deterioration of the sewer pipes.

**Operating Budget Impact**

Is this purchase *routine*   X   or        *non-routine*?

|                            |                        |
|----------------------------|------------------------|
| ROUTINE                    |                        |
| Department Budget          | Sewer Capital          |
| Account Number Description | Sewer Lining and Rehab |
| Account Number             | 40957090-470400-80703  |

|                                     |      |            |           |
|-------------------------------------|------|------------|-----------|
| <b>Sewer Main Repairs</b>           | 2020 | \$ 337,000 | Operating |
| Sewer Fund-Sewer Improvements-Sewer | 2021 | \$ 346,000 |           |
| Collection System                   | 2022 | \$ 355,500 |           |
|                                     | 2023 | \$ 367,000 |           |
|                                     | 2024 | \$ 378,000 |           |

|   |                       |
|---|-----------------------|
| X | Critical              |
| - | Recommended           |
| - | Contingent on Funding |



Failed Sewer

Failed Sewer

Sewer in Good Condition

**Original Purchase Date & Cost**

N/A

**Funding History**

|      |           |           |
|------|-----------|-----------|
| 2019 | \$327,500 | Operating |
| 2018 | \$421,270 | Operating |
| 2017 | \$309,000 | Operating |
| 2016 | \$197,305 | Operating |
| 2015 | \$280,483 | Operating |
| 2014 | \$275,298 | Operating |
| 2013 | \$202,785 | Operating |
| 2012 | \$366,486 | Bond      |

**Project Description & Justification**

The sewer repair program includes excavating and replacing portions of the sewer system, including addressing defective manholes and sewer service connections as necessary. Deteriorated sewer mains and service connections are identified by the annual sewer televising program, while the operations side of Engineering and Public Works identifies defective structures in need of replacement. It has been the Engineering & Public Works Department’s practice to televise, review, and repair all sewers beneath the streets selected for the annual road program to minimize future disruptions to the new pavement. In addition, with the prevalence of rain events the past several years, many additional sewers were televised because of poor system performance.

This project focuses on repairing sewers which show signs of collapse, excessive cracking, voids or gaps between pipes, and faulty service connections which may prove problematic to the functioning of the sewer main and have to be repaired before the sewers can be eligible for sewer lining. In addition, this annual expenditure will address the deterioration of the sewer system by increasing sewer capacity, reducing sewer backups, improving the pipe’s structural integrity, and protecting the investment in the newly paved streets.

**Project Update**

Funding projections for FY 2024 have been added.

**Project Alternative**

The alternative to the sewer replacement program is to repair sewers on an emergency basis. Reacting to sewers that have already collapsed will result in sewer backups and street sinkholes and cost the Village more than through a proactive main repair program.

**Operating Budget Impact**

Is this purchase  X  routine or   non-routine?

|                            |                       |
|----------------------------|-----------------------|
| ROUTINE                    |                       |
| Department Budget          | Sewer Capital         |
| Account Number Description | Sewer Main Repairs    |
| Account Number             | 40807090-470400-80707 |

|                                     |                       |           |           |
|-------------------------------------|-----------------------|-----------|-----------|
| <b>Sewer Maintenance</b>            | 2020                  | \$322,000 | Operating |
| Sewer Fund-Sewer Improvements-Sewer | 2021                  | \$327,500 |           |
| Collection System                   | 2022                  | \$333,000 |           |
|                                     | 2023                  | \$339,000 |           |
|                                     | 2024                  | \$315,000 |           |
| X                                   | Critical              |           |           |
| -                                   | Recommended           |           |           |
| -                                   | Contingent on Funding |           |           |

---

**Original Purchase Date & Cost**

N/A

**Funding History**

|      |           |           |
|------|-----------|-----------|
| 2019 | \$266,700 | Operating |
| 2018 | \$261,500 | Operating |
| 2017 | \$261,500 | Operating |
| 2016 | \$224,000 | Operating |
| 2015 | \$251,000 | Operating |
| 2014 | \$210,000 | Operating |
| 2013 | \$325,000 | Operating |
| 2012 | \$210,000 | Operating |
| 2011 | \$210,000 | Operating |

**Project Description & Justification**

A multi-year effort targeting sewer maintenance, including contractual maintenance of drainage structures, emergency, and road program sewer point repairs.

The following sewer maintenance improvements are recommended in 2020:

- \$50,000 is budgeted for a contractor to perform repairs to sewers that are over 10 feet in depth and cannot be repaired by Village crews and emergency sewer repairs and improvements for the combined, sanitary, and storm sewer systems identified during the budget year.
- \$37,500 to clean approximately 500 drainage structures in order to obtain a five-year cleaning cycle (an additional 500 are cleaned by in-house crews).
- \$184,500 to cover the cost of televising/ and cleaning approximately 13.5 miles (9%) of main line sewers using contractual services. The Village’s sewer systems contain 57.5 miles of storm sewer mains, 47.9 miles of sanitary sewer mains, and 51.1 miles of combination sewer mains. In addition to the contractual sewer televising, the Village’s in-house Water/Sewer crew cleans at least 2% of the total sewer system. The Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) mandates that a long term (O&M) Program be developed. The O & M program includes maintenance, cleaning and

rehabilitation. At this time the MWRDGC does not require specific percentage of sewer cleaning. However, based on the age of the Village's sewers, the best management practices would be to clean the sewers once every 7 years or 14-percent per year.

To achieve this goal, an additional 5.5 miles of sewers would need to be cleaned annually. The sewer cleaning and televising contractual services is completed through participation in the MPI, which allows the Village to leverage competitive pricing through joint bidding with other local municipalities. The past 5 years have been completed under a contract that was bid in 2015, which provided pricing for 3 years and allowed for two subsequent years of contract extension at the 2017 pricing. New pricing will be established for 2020, however, it is estimated to cost \$39,000 to clean the additional 5.5 miles of sewers at the current price.

Additionally, it is advantageous to the Village to begin collecting GPS data for sewer service locations. An additional amount is included to allow these services to be added to the bid.

- \$50,000 has been included in 2020 to begin televising large diameter sewers. Large diameter sewer cleaning and televising will allow the Village to assess the state of the critical infrastructure and rehabilitate the sewers as necessary in advance of a potential failure. It is far less costly to rehabilitate sewers in advance compared to an emergency repair, which has the potential to impact much more in terms of public and private property. Staff proposes inspecting 25% of the large diameter sewers annually over the next 4 years to assess the current condition, followed by an annual program matching that of the regular sewer cleaning and televising program.

A summary of the large diameter sewers throughout the Village is included here:

| Diameter         | Lineal Feet   |               |               |               |
|------------------|---------------|---------------|---------------|---------------|
|                  | Separate      | Separate      | Combined      | Total         |
|                  | Sanitary      | Storm         | Sewer         |               |
| 36-48"           | 7,369         | 5997          | 21,321        | 34,687        |
| 54-66"           |               | 7375          | 14,498        | 21,873        |
| 72-78"           | 8,502         | 8,922         | 7,218         | 24,642        |
| 84-96"           |               | 3,666         | 2432          | 6,098         |
| 102-120"         | 1,934         | 3,339         |               | 5,273         |
| <b>Subtotals</b> | <b>17,805</b> | <b>29,299</b> | <b>45,469</b> | <b>92,573</b> |

A breakdown of costs/linear feet of cleaning and televising is provided for the past four years of Sewer Televising and Cleaning programs:

| <u>Year</u> | <u>Cost</u> | <u>Quantity (LF)</u> | <u>Cost/Quantity (\$/LF)</u> |
|-------------|-------------|----------------------|------------------------------|
| 2017        | \$174,000   | 72,658 LF            | \$2.39/LF                    |
| 2016        | \$148,700   | 65,153 LF            | \$2.09/LF                    |
| 2015        | \$142,800   | 73,708 LF            | \$1.94/LF                    |
| 2014        | \$102,150   | 52,800 LF            | \$1.93/LF                    |

In general, there has been an upward trend of costs for cleaning and televising over the past several years and which annually decreases the amount of cleaning and televising that can be performed.

**Project Update**

Additional funding is included to allow for increasing the annual program to clean sewers on a 7 year cycle instead of a 10 year cycle, for televising and cleaning large diameter sewers, and to collect GPS data for laterals. Budget projections for FY 2024 were added.

**Project Alternative**

This project is critical since a reduction in maintenance of the sewer system can ultimately lead to sewer back-ups and increased flooding. Portions of the work correlate to the Village’s mandated National Pollutant Discharge Elimination System (NPDES), the Combined Sewer Overflow (CSO) permits, and annual Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) long term maintenance program. The alternative would be a reduction to these contractual services which would place the Village in non-compliance unless additional personnel and equipment were added so the Public Works staff could perform the work in-house.

**Operating Budget Impact**

Is this purchase *routine*   X   or *non-routine*     ?

| ROUTINE                    |                           |
|----------------------------|---------------------------|
| Department Budget          | Public Works / Sewer Fund |
| Account Number Description | Sewer Maintenance         |
| Account Number             | 40807090-425300           |

## Engineering

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|                                     |      |                |
|-------------------------------------|------|----------------|
| <b>Neighborhood Storage Project</b> | 2020 | \$23.1 million |
| Sewer Fund-Sewer Improvements-Sewer | 2021 | \$14.2 million |
| Collection System                   | 2022 | \$27.3 million |
|                                     | 2023 | \$60,000       |

- Critical
  - X Recommended
  - Contingent on Funding
- 

### Original Purchase Date & Cost

N/A

### Funding History

|      |                                      |
|------|--------------------------------------|
| 2019 | \$ 1,900,000                         |
| 2018 | \$ 500,000                           |
| 2017 | \$ 114,933 (Value Engineering Study) |
| 2015 | \$ 0                                 |
| 2014 | \$ 327,000 (Storm study)             |

### Project Description & Justification

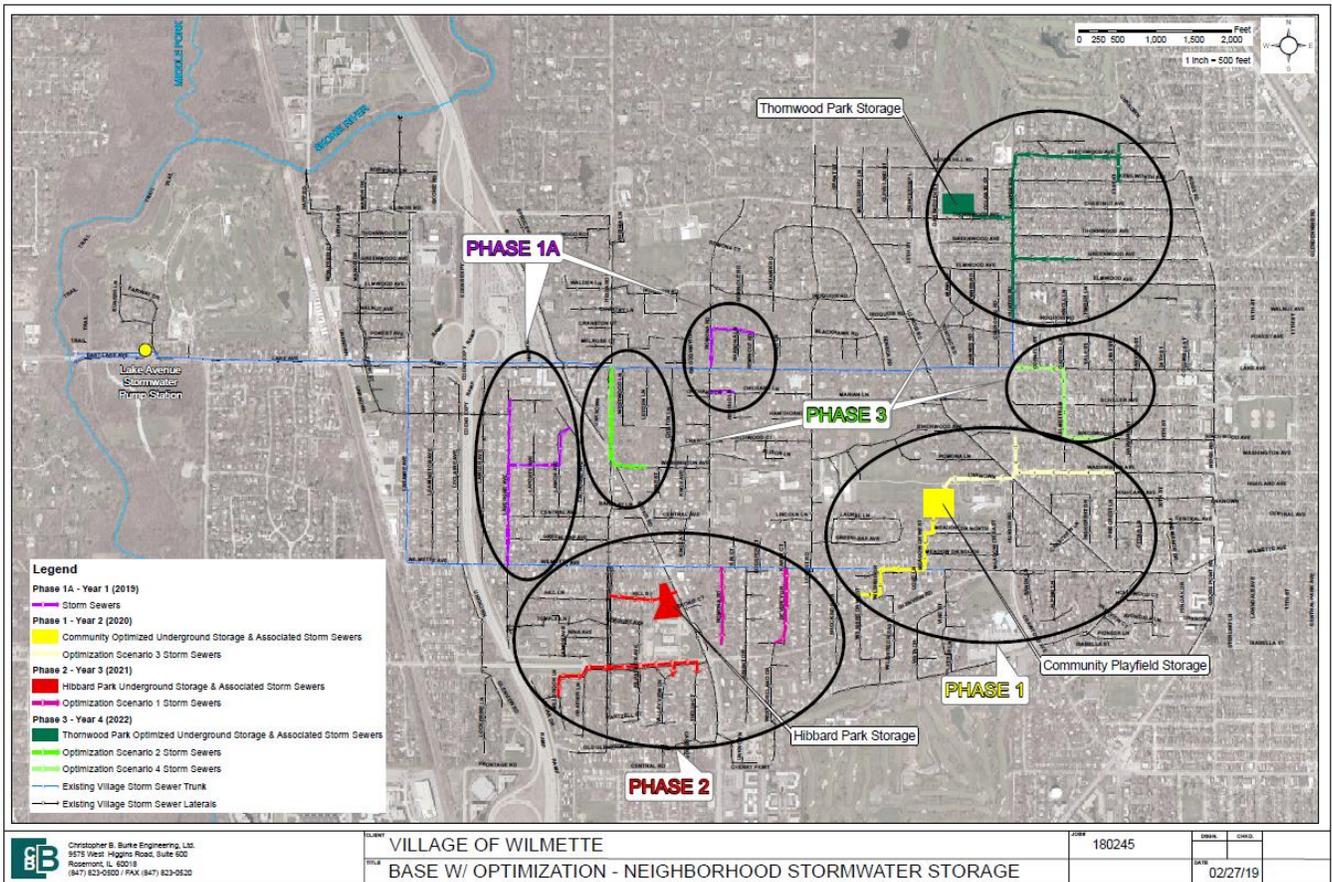
The Neighborhood Storage Project will improve the performance of the separate storm sewer system west of Ridge Road. The system can currently convey a 2 to 3-year rain event, but the three new storage areas and associated piping will improve the system by providing 10-yr protection for 98% of vulnerable structures in west Wilmette (based on original Bulletin 70 rainfall data).

In February of 2019, the Village Board reviewed and approved a plan to “optimize” the original scope to protect more structures. The schedule and costs for the three construction phases is provided below:

| Year           | Project Phase                                                                               | Estimated Budget <sup>1</sup> |
|----------------|---------------------------------------------------------------------------------------------|-------------------------------|
| 2018/2019      | Prelim Eng and Phase 1 Design                                                               | \$2.4 million                 |
| Late 2019/2020 | Phase 1 / 1A Construction<br>(Community Playfield Storage<br>and Relief Sewer Construction) | \$26.7 million <sup>2</sup>   |
| 2021           | Phase 2 Construction<br>(Hibbard Park)                                                      | \$14.2 million                |
| 2022           | Phase 3 Construction<br>(Thornwood Park)                                                    | \$27.3 million                |

<sup>1</sup> Costs are in 2019 dollars and include a 20% construction contingency and engineering costs. Costs do not include park district amenities that may be added.

<sup>2</sup> It is estimated that \$2,000,000 of the \$26.7 million will be spent in 2019 and the balance will be spent in 2020.



After the construction of the Neighborhood Storage project the Village Board directed staff to perform an evaluation of the effectiveness of the project. \$60,000 has been added to 2023 to perform flow monitoring, a model update and report on the benefits and remaining vulnerabilities of the project including possible next steps to continue upgrading the system.

### Project Update

This project was approved by the Village Board on April 17, 2018.

### Project Alternative

The alternative to this project is green infrastructure improvements that would not be as effective in mitigating neighborhood flooding.

## Operating Budget Impact

Is this purchase \_\_\_*routine* or X *non-routine*?

| NON-ROUTINE       |                                                                                                                                                                       |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Maintenance Costs | \$20,000 annual increase in sewer maintenance including televising, cleaning, rodding and basin maintenance. \$20,000 per year for each pump station that is required |
| Personnel Costs   | None                                                                                                                                                                  |
| Training Costs    | None as the Public Works employees already have the knowledge to maintain the new storm sewer amenities.                                                              |

## Engineering

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|                                                       |      |          |           |
|-------------------------------------------------------|------|----------|-----------|
| <b>Smoke Testing / Dyed Water Flooding</b>            | 2020 | \$60,000 | Operating |
| Sewer Fund-Sewer Improvements-Sewer Collection System | 2021 | \$60,000 |           |
|                                                       | 2022 | \$60,000 |           |
|                                                       | 2023 | \$30,000 |           |
|                                                       | 2024 | \$30,000 |           |

- Critical  
X Recommended  
Contingent on Funding

---

### Original Purchase Date & Cost

N/A

### Funding History

|      |            |
|------|------------|
| 2019 | \$ 60,000  |
| 2018 | \$ 65,000  |
| 2017 | \$ 130,000 |
| 2016 | \$ 130,000 |
| 2014 | \$ 284,000 |
| 2013 | \$ 111,156 |

### Project Description & Justification

This project will ensure the Village remains in compliance with the MWRD's Inflow and Infiltration Control Program requirements.

In 2012, the Village of Wilmette developed a hydraulic model of the Village's separate sanitary sewer system generally located west of Ridge Road. This system includes approximately 246,000 linear feet (lf) of pipe divided between two outlets to the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC); the Harms Basin (88,000 lf) and the Princeton Basin (158,000 lf). In 2013, flow monitoring was conducted to measure the flows at the outlets of the system.

Based on wet-weather flow analysis, it is evident that all four meter basins experience excessive inflow and infiltration (I/I) during storm events. The magnitude and fast response of peak flows in all of the basins indicate that the I/I sources in the system include sources of direct runoff, which may include storm sewer-to-sanitary sewer cross connections, downspouts, area drains, foundation drains, and other private sector sources.

### Smoke Testing

Since 2013, the Village has completed approximately 158,000 feet of smoke testing in the Princeton basin. Smoke testing is a simple and cost-effective way to identify sources of I/I entering the system. In general, defects found during smoke testing can generally be divided into four categories:

- Public Sector Defects – These are mainline and manhole defects identified during the smoke testing. These defects will be addressed in the mainline and manhole rehabilitation programs.
- Sanitary-to-Storm Cross Connections – These are locations where smoke was identified in the storm sewer system, in storm manholes, inlets, or catch basins. This indicates that there is either a direct or indirect connection where storm water is leaving the storm sewer system and entering the sanitary system.
- Cross-connections in which storm water is directly connected to the sanitary sewer.
- “Easy-Fix” Private Sector Sources – These defects are located on the private sector and are very easy and cost-effective to repair or require repair of by the homeowner. These defects include connected downspouts, leaky disconnected downspout leaders, broken or missing cleanout caps, and uncovered, connected window wells. In Kenilworth Gardens, 79 of these locations were identified. The private sector disconnection program completed in 2014 addressed a number of these defects.

This project is recommended in the Separate Sanitary Sewer System Modeling study conducted by RJN in 2012. A continuation of the smoke testing program is also recommended by the Municipal Services Committee and the Metropolitan Water Reclamation District of Greater Chicago.

**Project Update**

The annual budget for smoke testing and the I/I reduction program has been reduced from \$130,000 to \$60,000 through 2022 and further reduced to \$30,000 for 2023 and 2024 for maintenance.

**Project Alternative**

The alternative is not to perform this work, however, this may place the Village in poor standing with MWRD.

**Operating Budget Impact**

Is this purchase     routine or   X   non-routine?

| NON-ROUTINE       |     |
|-------------------|-----|
| Maintenance Costs | TBD |
| Personnel Costs   | TBD |
| Training Costs    | TBD |

|                                     |      |            |      |
|-------------------------------------|------|------------|------|
| <b>Sewer Lateral Rehabilitation</b> | 2021 | \$ 549,300 | Bond |
| <b>Pilot Project</b>                | 2022 | \$ 549,300 |      |
|                                     | 2023 | \$ 549,300 |      |
|                                     | 2024 | \$ 549,300 |      |

Sewer Fund-Sewer Improvements-Sewer Collection System

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

The Sewer Lateral rehabilitation project is a pilot project designed to eliminate infiltration from the connection of sewer laterals to the mainline sewers and the portion of the lateral within the right-of-way. This project would be a major change in Village policy as the Village has not historically performed repairs or maintenance on sewer laterals and as laterals are legally the responsibility of the property owner to maintain. Sewer lateral lining is a trenchless, non-invasive technique to rehabilitate sewers by eliminating infiltration, structural defects, and root intrusion. In this process, the liner is inserted into the lateral and is cured-in-place. Prior to lining, the lateral is cleaned and televised.

In 2016, the Village performed dyed water flooding in the Kenilworth Gardens area to determine locations where stormwater is entering the sanitary system through sanitary laterals. A sewer lateral is the pipe that connects ones home to the main public sewer. The test revealed that over 2 million gallons of non-sanitary flows per day can infiltrate the sanitary sewer system. Extraneous groundwater and rainwater in the sanitary system during heavy rain events is a direct cause of sanitary sewer backups.

This project will keep the Village in compliance with MWRD’s Inflow and Infiltration Control Program (IICP) and in particular the private sector program (PSP) requirements. The area proposed for the pilot project is in Kenilworth Gardens and bordered by Beechwood on the north, Hunter on the west, Elmwood on the south, and Ridge Road on the east. This area was selected due to the high number of sewer backups and significant overland flooding concerns.

In addition to the sewer lateral pipe, this project will also address “break-in” service connections. Break-in service connections occur when the services are not properly connected to the main line pipe allowing infiltration. The T-Lateral Liner is a one-piece mainline connection and lateral lining that extends up into the lateral pipe. The mainline portion of the liner physically attaches to form a one-piece liner that will eliminate any I/I at the connections.

Adding sewer lateral locations from the televising to the Village GIS will also enable the Village to identify potential dead laterals that can be sealed off. These dead laterals account for sources of infiltration and inflow that can be avoided if omitted from the sewer system.

The project would also allow the residents to extend the sewer lateral liner from the cleanout to their homes. This option would be at the homeowner's expense but would be very cost effective for the resident if the work was done in conjunction with this program.

The project cost for 2019 and 2020 includes a 15% contingency for engineering and construction services.

### **Project Update**

This project has been deferred until 2021-2024.

### **Project Alternative**

The project alternative is to allow residents to improve their laterals at their cost and on their own schedule. Sewer laterals continue to be a significant source of infiltration into the sewer system.

### **Operating Budget Impact**

Is this purchase \_\_\_*routine* or *X* *non-routine*?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

|                                         |                       |                          |                |
|-----------------------------------------|-----------------------|--------------------------|----------------|
| <b>Relief Sewer Improvement Program</b> | TBD                   | \$1,156,400 <sup>1</sup> | Bond/IEPA Loan |
| Sewer Fund-Sewer Improvements-Sewer     | TBD                   | \$645,700                |                |
| Collection System                       | TBD                   | \$1,729,500 <sup>2</sup> |                |
|                                         | TBD                   | \$848,900                |                |
| -                                       | Critical              |                          |                |
| X                                       | Recommended           |                          |                |
| -                                       | Contingent on Funding |                          |                |

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**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

This project is a continuation of the combined sewer relief program which began in the middle 1990's and ceased in the late 1990's after construction of three of five phases. After the one-hundred year rain events in 2001 and 2002 and more recently in 2007 through 2013, the remaining phases are proposed to be completed in conjunction with the road and brick maintenance programs. It is anticipated that the relief sewer project will be completed in 2023.

**Project Update**

This project has been deferred.

**Project Alternative**

There is no alternative to building relief sewers. Deferring the construction of relief sewers will have no impact on the current performance of the combined sewer system. Many of the streets programmed to receive relief sewers, however, are badly deteriorated. Street rehabilitation has been deferred because of the eventual installation of relief sewers. The result is that the pavement continues to deteriorate.

**Project Background**

These funds will be used primarily to install new relief sewers under roads that are scheduled to either be resurfaced or rehabilitated under the annual road program.

A tentative schedule for years 2020 through 2024 is as follows:

- 2020<sup>3</sup> Laurel Avenue (8<sup>th</sup> Street to 5<sup>th</sup> Street, 24-inch)  
9<sup>th</sup> Street (Gregory Avenue to Oakwood Avenue, 24-inches)
- 2021<sup>4</sup> Chestnut Avenue (Sheridan Road to 8<sup>th</sup> Street, 24-inch)

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<sup>1</sup> This includes \$475,100 for brick street construction  
<sup>2</sup> This includes \$1,080,400 for brick street construction  
<sup>3</sup> 9<sup>th</sup> Street is a brick street and will require reconstruction  
<sup>4</sup> Streets in program are brick and will require reconstruction

8<sup>th</sup> Street (Chestnut to Ashland, 24-inch)  
 Ashland Avenue (8<sup>th</sup> to 9<sup>th</sup>, 24-inch)  
 Greenwood Avenue (8<sup>th</sup> to 9<sup>th</sup>, 24-inch)

2022 6<sup>th</sup> Street (Isabella Street to Maple Avenue, 24-inch)  
 North Shore Channel (Linden Avenue to Maple Avenue, 24-inch)  
 Laurel Avenue (Sheridan Road to the North Shore Channel, 24-inch)

2023<sup>5</sup> 11<sup>th</sup> Street (Lake to Forest, 24-inch)  
 Elmwood Avenue (Michigan to Sheridan Road, 24-inches)  
 Forest Avenue (Michigan Avenue to 6<sup>th</sup> Street, 24-inches)

2024<sup>6</sup> Ashland Avenue (12<sup>th</sup> Street to 13<sup>th</sup> Street, 24-inches)  
 Greenwood Avenue (11<sup>th</sup> Street to 13<sup>th</sup> Street, 24-inches)  
 Elmwood Avenue (12<sup>th</sup> Street to 13<sup>th</sup> Street, 24-inches)

**Operating Budget Impact**

Is this purchase     routine or   X   non-routine?

| NON-ROUTINE       |                                                                         |
|-------------------|-------------------------------------------------------------------------|
| Maintenance Costs | Public Works                                                            |
| Personnel Costs   | Sewer Fund, absorbed in account number 40807090-410100 regular salaries |
| Training Costs    | No additional training                                                  |

<sup>5</sup> Streets in program are brick and will require reconstruction

<sup>6</sup> Streets in program are brick and will require reconstruction

|                                                       |      |                    |
|-------------------------------------------------------|------|--------------------|
| <b>RainReady Program</b>                              | 2020 | \$90,500 Operating |
| Sewer Fund-Sewer Improvements-Sewer Collection System | 2021 | \$92,000           |
|                                                       | 2022 | \$93,600           |
| - Critical                                            | 2023 | \$95,200           |
| - Recommended                                         | 2024 | \$96,900           |
| X Contingent on Funding                               |      |                    |

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**Original Purchase Date & Cost**

N/A

**Funding History**

2019 \$70,200 (25 grants)

**Project Description & Justification**

This project is to partner with Center for Neighborhood Technology (CNT) to administer a RainReady Green Infrastructure cost-share program. The goal of the program is to encourage residents to install green infrastructure on their property to reduce, slow and/or redirect stormwater from entering the public sewer systems. The homeowner benefits by enhancing the aesthetics of their property with environmentally beneficial landscaping and the Village benefits from less runoff from private property entering the public sewer system. The inaugural 2019 program received 196 grant applications, of which nearly 135 remain on an active waiting list. Due to the large number of applications, the number of grants is proposed to increase from 25 to 30 grants for 2020. Based on the anticipated success rate of approximately 60% of program applicants proceeding to the grant agreement step in the process, awarding 30 grants per year is estimated to address the current active wait list in less than three years.

The \$90,500 budget is broken into the following components:

Program administration: \$51,500

Grants: 30 @ \$1,300 = \$39,000

Program administration primarily includes:

Updating the RainReady Wilmette program web page on the CNT website

Staffing the Going Green Matters event

Surveying program participants and developing evaluation summaries

Performing home assessments

Preparing property reports with recommended green infrastructure treatments

**Project Update**

Grants amount was increased to \$39,000 from \$32,500 and program administration was increased to \$51,500 from \$40,000 to reflect the proposed increase in the number of grants. The funding request for 2020 in the amount of \$90,500 has been added, with project administration costs escalating by 3% per year in years 2021-2024.

## **Project Alternative**

The alternative is to increase the number of grants to 40 which is estimated to address the current active waitlist in two years. The cost of 40 grants is \$116,800 which includes \$64,800 in program administration and \$52,000 in grant reimbursements.

## Operating Budget Impact

|                                                                             |                       |
|-----------------------------------------------------------------------------|-----------------------|
| Is this purchase <i>routine</i> ___ or <u><i>X</i></u> <i>non-routine</i> ? |                       |
| NON-ROUTINE                                                                 |                       |
| Department Budget                                                           | Sewer Capital         |
| Account Number Description                                                  | RainReady program     |
| Account Number                                                              | 40957090-470400-80703 |

**Permanent Sanitary Flow Meters**                      2023                      \$64,000    Operating  
 Sewer Fund-Sewer Improvements-Sewer  
 Collection System

- Critical
  - Recommended
  - X Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

This project includes installing one permanent flow meter in each of the two sanitary sewer basins (Harms and Princeton) serving west Wilmette.

The purpose of installing permanent flow meters in the sanitary sewer system is to record and measure wet weather flows to determine the impact of the Village’s Inflow and Infiltration (I/I) removal program. Since 2012, the Village has performed various improvements to the sanitary sewer system that have resulted in reductions in groundwater inflow and infiltration. These projects include manhole rehabilitation, sewer lining and private property mitigation. The majority of the Princeton Basin has been smoke tested and several areas have been dyed water flooded. As the Village continues with additional enforcement of private sector defects and improvements to the public system, it would be beneficial to track progress on I/I reduction.

**Project Update**

There is no update to this project.

**Project Alternative**

There is no alternative to this project.

**Operating Budget Impact**

Is this purchase *routine* \_\_\_\_ or X *non-routine*?

| NON-ROUTINE       |                                                                                                     |
|-------------------|-----------------------------------------------------------------------------------------------------|
| Maintenance Costs | \$25,000 annual cost to inspect, troubleshoot and maintain the meters and to write an annual report |
| Personnel Costs   | None                                                                                                |
| Training Costs    | None as this function will be performed by an outside consultant.                                   |

**Ten Year Capital Improvement Program  
Water Summary**

| <b>Facility Improvements</b>                       | <b>2020</b>      | <b>2021</b>      | <b>2022</b>      | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b>  | <b>Ten-Year<br/>Total</b> |
|----------------------------------------------------|------------------|------------------|------------------|------------------|----------------------------|-------------------|---------------------------|
| <b>WATER PLANT FACILITY</b>                        |                  |                  |                  |                  |                            |                   |                           |
| Electrical Improvements Program Phase I            | 5,000,000        | -                | -                | -                | 5,000,000                  | -                 | 5,000,000                 |
| Treatment Process Improvements Program Phase I     | -                | 230,000          | 200,000          | 498,000          | 928,000                    | -                 | 928,000                   |
| Electrical Improvements Program Phase II           | -                | 62,000           | -                | -                | 62,000                     | -                 | 62,000                    |
| Rebuild Wash-water Pumps                           | -                | -                | 60,000           | 50,000           | 110,000                    | -                 | 110,000                   |
| Roof Repairs                                       | -                | -                | 220,000          | -                | 220,000                    | -                 | 220,000                   |
| Treatment Process Improvements Program Phase II    | -                | -                | 50,000           | 2,450,000        | 2,500,000                  | -                 | 2,500,000                 |
| Water Intakes Improvements                         | -                | -                | 70,000           | 700,000          | 770,000                    | 14,000,000        | 14,770,000                |
| Replace Low Lift Pump 23                           | -                | -                | -                | 360,000          | 360,000                    | -                 | 360,000                   |
| Treatment Process Improvements Program Phase III   | -                | -                | -                | 750,000.00       | 750,000                    | 610,000           | 1,360,000                 |
| 1971 Low Lift Station Influent Valve Replacement   | -                | -                | -                | -                | -                          | 250,000           | 250,000                   |
| <b>WATER PLANT SERVICES</b>                        |                  |                  |                  |                  |                            |                   |                           |
| Water Intakes Inspection                           | -                | 20,000           | -                | 22,000           | 42,000                     | 25,000            | 67,000                    |
| Rebuild High Lift Pumps                            | 40,000           | -                | -                | -                | 40,000                     | 60,000            | 100,000                   |
| Tank Maintenance Services                          | -                | 40,000           | -                | -                | 40,000                     | 60,000            | 100,000                   |
| <b>WATER DISTRIBUTION IMPROVEMENTS</b>             |                  |                  |                  |                  |                            |                   |                           |
| Water Meter Replacement Program                    | 50,000           | 50,000           | 50,000           | 100,000          | 250,000                    | 200,000           | 450,000                   |
| Automatic Meter Reading Program                    | 2,500,000        | -                | -                | -                | 2,500,000                  | -                 | 2,500,000                 |
| Replace Standpipe Isolation Valve                  | -                | 60,000           | -                | -                | 60,000                     | -                 | 60,000                    |
| <b>ENGINEERING &amp; PUBLIC WORKS IMPROVEMENTS</b> |                  |                  |                  |                  |                            |                   |                           |
| Distribution System Valve Improvements             | 82,000           | 88,000           | 90,500           | 188,500          | 449,000                    | 475,000           | 924,000                   |
| Repairs - Water Transmission Main                  | 42,000           | -                | -                | -                | 42,000                     | -                 | 42,000                    |
| Unidirectional Water Main Flushing                 | -                | 45,000           | 45,000           | -                | 90,000                     | 150,000           | 240,000                   |
| Water Main Program                                 | 1,818,300        | 2,077,400        | 2,039,000        | 4,263,000        | 10,197,700                 | 5,873,000         | 16,070,700                |
| Water Main Surge Suppressors                       | 17,500           | 17,500           | 17,500           | 35,000           | 87,500                     | -                 | 87,500                    |
| <b>Total</b>                                       | <b>9,549,800</b> | <b>2,689,900</b> | <b>2,842,000</b> | <b>9,416,500</b> | <b>24,498,200</b>          | <b>21,703,000</b> | <b>46,201,200</b>         |

| <b>Proposed Financing</b>  | <b>2020</b>      | <b>2021</b>      | <b>2022</b>      | <b>2023-2024</b> | <b>Five-Year<br/>Total</b> | <b>2025-2029</b>  | <b>Ten-Year<br/>Total</b> |
|----------------------------|------------------|------------------|------------------|------------------|----------------------------|-------------------|---------------------------|
| Water Fund- Operations     | 2,049,800        | 2,689,900        | 2,502,000        | 5,516,500        | 12,758,200                 | 7,093,000         | 21,369,200                |
| Water Fund- Debt Financing | 7,500,000        | -                | 340,000          | 3,900,000        | 11,740,000                 | 14,610,000        | 24,832,000                |
| <b>Total</b>               | <b>9,549,800</b> | <b>2,689,900</b> | <b>2,842,000</b> | <b>9,416,500</b> | <b>24,498,200</b>          | <b>21,703,000</b> | <b>46,201,200</b>         |

Table 1 - Condition Rating Evaluation Methodology

| Condition Rating | Description                                                                                                                                                                   | Probability of Failure | Anticipated Useful Life | Historical Maintenance Needs |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------------|------------------------------|
| 1                | New, perfect condition.                                                                                                                                                       | Unlikely               | >90%                    | None                         |
| 2                | Good condition, no improvements recommended to maintain function.                                                                                                             | Seldom                 | 75%                     | Minor                        |
| 3                | Fair condition, improvements recommended to improve performance or efficiency.                                                                                                | Occasional             | 50%                     | Some                         |
| 4                | Poor condition, will not impair operations or safety significantly. Improvements recommended to prevent future deterioration and maintain reliability.                        | Likely                 | 25%                     | Many                         |
| 5                | Imminent failure, would directly and significantly impact operations at the water plant, including capacity, water quality or safety. Rehabilitation or replacement required. | Certain                | <10%                    | Major                        |

Table 2 - Criticality Rating Evaluation Methodology

| Criticality Rating | Plant Capacity Impacted | Water Quality/Regulatory | Safety Hazard | Replacement Lead Time (Years) | Severity Level |
|--------------------|-------------------------|--------------------------|---------------|-------------------------------|----------------|
| 1                  | None                    | None                     | None          | None                          | None           |
| 2                  | 25%                     | Low                      | Low           | 0.5                           | Low            |
| 3                  | 50%                     | Moderate                 | Moderate      | 1                             | Moderate       |
| 4                  | 75%                     | High                     | High          | 3                             | Critical       |
| 5                  | Plant shutdown          | Violation                | Loss of Life  | >5                            | Catastrophic   |

Table 3 Risk Based Assessment – Capital Improvement Projects (CIP) Prioritization

| Condition Rating | Criticality Rating |        |        |        |        |
|------------------|--------------------|--------|--------|--------|--------|
|                  | 1                  | 2      | 3      | 4      | 5      |
| 1                | Tier 1             | Tier 1 | Tier 2 | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1 | Tier 3 | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2 | Tier 4 | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3 | Tier 4 | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3 | Tier 4 | Tier 5 | Tier 5 |

|        |                                                                                     |                |                               |
|--------|-------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Electrical Improvements Program  
Phase I**

2020

\$4,000,000

IEPA Loan

Water Fund- Water Plant Facility

| Condition Rating | Criticality Rating |        |        |               |               |                                                          |
|------------------|--------------------|--------|--------|---------------|---------------|----------------------------------------------------------|
|                  | 1                  | 2      | 3      | 4             | 5             |                                                          |
| 1                | Tier 1             | Tier 1 | Tier 2 | Tier 3        | Tier 3        | Tier 1<br>Very Low Risk<br>Include in the CIP > 10 years |
| 2                | Tier 1             | Tier 1 | Tier 3 | Tier 3        | Tier 4        | Tier 2<br>Low Risk<br>Include in the CIP 7-10 years      |
| 3                | Tier 2             | Tier 2 | Tier 4 | Tier 4        | Tier 5        | Tier 3<br>Medium risk<br>Include in the CIP 5-7 Years    |
| 4                | Tier 2             | Tier 3 | Tier 4 | <b>Tier 5</b> | <b>Tier 5</b> | Tier 4<br>High Risk<br>Include in the CIP 2-5 Years      |
| 5                | Tier 2             | Tier 3 | Tier 4 | Tier 5        | <b>Tier 5</b> | Tier 5<br>Very High Risk<br>Include in the CIP 1-3 Years |

**Original Purchase Date & Cost**

MCC-B & MCC-C: 1956 – part of 1956 expansion  
 Main Switchgear: 1986 – unknown cost  
 500 kW generator: 1971 – supports 9 MGD  
 1100 kW generator: 1998 – supports 20 MGD

**Funding History**

|                                                  |      |           |
|--------------------------------------------------|------|-----------|
| Detailed engineering design and bidding services | 2017 | \$574,282 |
| Start construction on the generators building    | 2018 | \$500,000 |
| Construction                                     | 2019 | 4,000,000 |

**Project Description & Justification**

2020 Completion of the construction and installation of the electrical improvements at a projected cost of \$4,000,000

The phase I of the electrical improvements program consists of the following projects:

**Replacement of the main switchgear and Motor Control Centers (MCCs):**

This project consists of replacing the main switchgear and MCC-A1, MCC-A2 and MCC-A3 (located in the main electrical room) with the addition of automatic transfer controls. The age of the existing equipment is approximately 30 years and is approaching the end of their effective life based on the findings of the Water Plant condition assessment study performed in 2015. If this equipment were to fail, it would cause complete water plant shut-down. Additionally, the lead time on design, procurement and installation is relatively long for such critical equipment as it could take up to 2-3 years to complete this project. Part of the cost of this project is the challenge of finding locations for the new equipment while maintaining plant operation.



Summary of the risk assessment of this project is below:

| Risk Score         | Tier 5 | Justification                                      |
|--------------------|--------|----------------------------------------------------|
| Condition Rating   | 4      | Less than 25% of useful life left                  |
| Criticality Rating | 5      | Will cause complete plant shutdown, long lead time |

**Replacement of the 1956 Motor Control Centers (MCCs):**

This project consists of replacing MCC-B and MCC-C located in the 1956 building. These MCCs provide power to significant amount of equipment at the plant such wash water pumps, chemical metering pumps, recycling pumps...etc. The MCCs have exceeded their useful life and have been determined to be in poor condition due to the presence of corrosion. If either of these MCCs were to fail, it will impact enough equipment to significantly disrupt the operation. The location of these MCCs must also be evaluated due to safety concerns and climate conditions.



Summary of the risk assessment of this project is below:

| Risk Score         | Tier 5 | Justification                                                                   |
|--------------------|--------|---------------------------------------------------------------------------------|
| Condition Rating   | 5      | Exceeded it useful life, signs of corrosion                                     |
| Criticality Rating | 5      | Catastrophic severity level impact including potential violation of regulations |

**Replacement of Two Backup Engine Generators:**

This project consists of replacing the two backup generators at the water plant. The water plant has two backup generators, 500 kW diesel, installed in 1971, and 1100 kW natural gas, installed in 1998. The 1100 kW generator could provide power to sustain a production rate of approximately 19 MGD of water and the 500 kW generator up to 9 MGD of water. Due to its size and the amount of water that can be produced, the 500 kW generator serves as a backup to the primary 1100 kW generator, providing power during emergency power outages.



The 500 kW generator has exceeded its life expectancy and due to age has begun to exhibit signs of wear requiring more frequent and costly repairs. Additionally, due to age, parts typically have to be custom made leading to longer periods of the generator being out of service and a higher cost of maintenance.

The 1100 kW generator is of a unique design and model that parts and qualified service technicians are becoming limited. This generator has had many breakdowns and repairs in recent time. In addition, the manufacturer of the generator has informed the Village that certain parts will need to be replaced in the coming years alongside a software upgrade. This replacement could have a substantial cost and the design of this replacement is still being investigated by the manufacturer and is not certain to be workable.

Summary of the risk assessment of this project is below:

| Risk Score | Tier 5 | Justification |
|------------|--------|---------------|
|------------|--------|---------------|

|                           |          |                                                                                                                                                                                |
|---------------------------|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Condition Rating</b>   | <b>4</b> | The 500 kW generate has exceeded useful life. The 1100 kW has Less than 25% of useful life left. Many historical maintenance needs                                             |
| <b>Criticality Rating</b> | <b>4</b> | Will cause complete plant shutdown if power is lost. Due to the redundancy and that the 500 kW generator would only provide 9 MGD rate, a criticality rating of 4 is justified |

Due to the limited space at the water plant, a generator building is proposed to house the two new generators and an addition to the water plant to stage the phasing of the electrical improvements. The addition will house the new switchgear, multiple MCCs and have few administrative spaces. This addition will minimize and shorten the impact on the water plant operation when taking equipment off the old switchgear and MCCs to the new ones. These two additions will have green roofs by installing vegetated roofs that would assist in blending the new structures with their surroundings and extend the life of the roofs.

The total estimated cost of this project is detailed below:

| Cost Type                         | Estimated Amount   | Comments                      |
|-----------------------------------|--------------------|-------------------------------|
| Construction Contract             | \$7,343,511        | Contract Awarded on 4/10/2017 |
| Engineering Construction Services | \$628,692          | Contract Awarded on 1/9/2018  |
| Contingencies                     | \$427,797          | Budgeting 5% in contingencies |
| <b>Total</b>                      | <b>\$8,400,000</b> |                               |

### Project Update

There are no changes to this CIP.

### Project Alternative

The projects above could be a done separately. However, it is proposed to combine them for the following reasons:

- Each of these electrical projects is very disruptive on its own to the operation of the water plant. Performing this work once, will minimize the amount of disruption in the future and the risks associated with it.
- There is an economy of scale related to combining these electrical projects. In addition to the savings due to the larger scale of the project, there will be savings associated with equipment replacement. For example, if the switchgear replacement project was done first, new breakers for the old generators must be installed to work with this new switchgear. Then, these new breakers will be replaced again when the generators are replaced. Combining these projects will eliminate to purchase and replacement these equipment twice in this example.
- Completing the electrical projects above prior to 2020 when North Main Utility will come on board is desirable to minimize the impact of this higher demand on operation. The lead time on these projects is long; could be up to 3 years of design, procurement and construction.

## Operating Budget Impact

Is this purchase \_\_\_\_\_ *routine* or X *non-routine*?

|                   |      |
|-------------------|------|
| NONROUTINE        |      |
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

## Water Management

|                                                         |      |           |           |
|---------------------------------------------------------|------|-----------|-----------|
| <b>Treatment Process Improvements Program – Phase I</b> | 2021 | \$230,000 | Operating |
|                                                         | 2022 | \$200,000 |           |
|                                                         | 2023 | \$498,000 |           |

Water Fund–Water Plant Facility

| Condition Rating | Criticality Rating |        |               |               |        |        |                                                                                    |                |                               |
|------------------|--------------------|--------|---------------|---------------|--------|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
|                  | 1                  | 2      | 3             | 4             | 5      |        |                                                                                    |                |                               |
| 1                | Tier 1             | Tier 1 | Tier 2        | Tier 3        | Tier 3 | Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| 2                | Tier 1             | Tier 1 | Tier 3        | Tier 3        | Tier 4 | Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| 3                | Tier 2             | Tier 2 | <b>Tier 4</b> | <b>Tier 4</b> | Tier 5 | Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| 4                | Tier 2             | Tier 3 | <b>Tier 4</b> | Tier 5        | Tier 5 | Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| 5                | Tier 2             | Tier 3 | <b>Tier 4</b> | Tier 5        | Tier 5 | Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

### Original Purchase Date & Cost

|                            |                               |
|----------------------------|-------------------------------|
| 1933 flow meter            | 1982 - \$8,500                |
| 1971 flow meter            | 1982 - \$29,800               |
| In-line mixers             | 2002 – part of 2002 expansion |
| Coagulant storage tank     | 1956 – part of 1956 expansion |
| Fluoride storage tanks     | 1956 – part of 1956 expansion |
| Hypochlorite storage tanks | 2002 – part of 2002 expansion |
| Air Compressors            | 1994 - \$10,000               |
| Vacuum System              | 1992 - \$6,000                |

### Funding History

|                                                                                    |      |             |           |
|------------------------------------------------------------------------------------|------|-------------|-----------|
| 1971 filter improvements Design                                                    | 2005 | \$76,144    | Operating |
| Installed air scour system, replace under-drains and filter media for 1971 filters | 2007 | \$1,143,400 | Bond      |
| Installed new wash-water troughs for 1933 filters                                  | 2009 | \$119,000   | Bond      |
| Installed new low lift pumpage meters                                              | 2019 | \$40,000    | Operating |

### Project Description & Justification

- 2020 Replace the coagulant and fluoride chemicals bulk storage tanks at a projected cost of \$230,000
- 2021 Replace the hypochlorite (disinfectant) bulk storage tanks at a projected cost of \$200,000
- 2022 Replace the compressed air and vacuum systems and install new air scour blower at a projected cost of \$498,000

The phase I of the treatment process improvements program consists of the following projects spread out over a 3-year period:

**Projects Proposed in FY 2021**

**Replacement of the Water Treatment Chemicals Bulk Storage Tanks**

The Water Plant has five different chemicals used for water treatment. In this project, three chemicals bulk storage tanks are proposed to be replaced:

*Coagulant Chemical Storage*

DelPAC 2020 is the coagulant treatment chemical used at the Water Plant to remove naturally occurring turbidity in the raw lake water. DelPAC 2020 is purchased in 4,000 gallon quantities and stored in two rubber-lined steel 8,000 gallon bulk storage tanks. The present bulk storage tanks were constructed in 1956. The original rubber lining is deteriorating and in need of replacement. The tanks also need a steel top installed with a vent line to the outside to meet current safety standards.

*Fluoride Chemical Storage*

Fluoride is fed at the Water Plant to prevent dental cavities in children. Fluoride is purchased in 3,000 gallon quantities and stored in one rubber-lined steel 2,000 gallon bulk storage tank and three 700 gallon fiberglass tanks. The 2,000 gallon steel tank was constructed in 1956. The original rubber lining is deteriorating and because the lining on the tank is not accessible, the tank will need to be replaced.

The projected cost to replace the chemical storage tanks mentioned above is \$230,000.

**Projects Proposed in FY 2022**

**Replacement of the Water Treatment Chemicals Bulk Storage Tanks**

*Hypochlorite Chemical Storage*

Sodium Hypochlorite (Hypo) is fed at the Water Plant to disinfect the finished water. Hypo is purchased in 4,000 gallon quantities and stored in four fiberglass reinforced 3,800 gallon bulk storage tanks. These tanks were installed in 2003, and they have an expected life of 10-15 years while storing this chemical.

The projected cost to replace all the hypo bulk storage tanks mentioned above is \$200,000.

*Summary of the risk assessment of this project is below:*



| Risk Score         | Tier 4 | Justification                                                                                                           |
|--------------------|--------|-------------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 3      | The tanks are in fair condition                                                                                         |
| Criticality Rating | 4      | Failure of the chemical bulk tanks would be a high safety hazard. Potential regulatory impact with storage requirements |

**Projects Proposed in FY 2023**

**Replacement of the Compressed air System**

The compressed air provide the air needed for the pneumatic valves and many level transmitters. Failure in this system will impact the operation of the plant and the ability to determine the levels of some tanks. The compressed system is 18 years old and is approaching the end of its useful life. It has had increased maintenance needs and repairs. The projected cost of replacement is \$57,000.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 4 | Justification                                                                                                                        |
|--------------------|--------|--------------------------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 5      | The air compressor system has reached its useful life and has had many maintenance needs                                             |
| Criticality Rating | 3      | Failure in the air system will have a moderate severity impact as it would affect the operation of pneumatic valves and tanks levels |

**Replacement of the Vacuum System**

The vacuum system is used for pump priming valves at the Water Plant. Failure in this system will cause the pumps (such as backwash pumps and the 1933 low lift pumps) requiring the priming valves to be inoperable. The vacuum compressors proposed to be replaced are 23 years old and have exceeded their reliable life. The projected cost of replacement is \$21,000.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 4 | Justification                                                                                                             |
|--------------------|--------|---------------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 4      | The vacuum system has reached its useful life and has had many maintenance needs                                          |
| Criticality Rating | 3      | Failure in the system will make the associated pumps inoperable and will have a moderate severity impact on the operation |



**Installation of New Air Scour Blower**

The air scour blower is used to provide air during the air scouring step of a filter backwash sequence. The Water Plant currently has one air scour blower installed in 1999. The expected life of a blower is generally 30 years. The current IEPA regulation requires a minimum of two blowers for air scour system. The second blower will provide redundancy. Failure in this equipment will negatively impact the effectiveness of the backwashing process of the filters which will impact the water quality produced by these filters. The estimated cost of the installation of a new air blower is \$420,000.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 4 | Justification                                                                                                                                                           |
|--------------------|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 3      | The existing air scour is in fair condition and has 50% of expected reliable lifespan                                                                                   |
| Criticality Rating | 3      | There is no redundancy to the existing air scour blower. Failure will have a moderate severity impact on the water quality of the filters and the regulatory compliance |



**Project Update**

The cost of the project in FY 2019 is reduced from \$190,000 to \$80,000 due to savings realized from in-house installation and change of meters type.

**Project Alternative**

Projects can be implemented separately to reduce total cost for a particular year. This could reduce savings due to economy of scale in some years such as the chemicals storage tanks replacement project. Additionally, delaying projects will increase their risk score and potentially impact the operation as stated above.

**Operating Budget Impact**

Is this purchase *routine* \_\_\_ or X *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

**Electrical Improvements Program  
Phase II**

2021

\$620,000

Bond

Water Fund- Water Plant Facility

| Condition Rating | Criticality Rating |        |               |        |        |
|------------------|--------------------|--------|---------------|--------|--------|
|                  | 1                  | 2      | 3             | 4      | 5      |
| 1                | Tier 1             | Tier 1 | Tier 2        | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1 | Tier 3        | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2 | Tier 4        | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3 | <b>Tier 4</b> | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3 | <b>Tier 4</b> | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**

Roundhouse MCC 1971 - part of 1971 expansion

**Funding History**

2019 PLCs replacement \$220,000

**Project Description & Justification**

- 2021 Replace the low lift station roundhouse Motor Control Center (MCC) at a projected cost of \$120,000
- 2021 Replace the Variable Frequency Drives (VFDs) for Low Lift (LL) pumps #22&27 at a projected cost of \$500,000

**Projects Proposed For FY 2021**

**Replacement of the Low Lift Station VFDs**

A variable-frequency drive (VFD) is a type of adjustable-speed drive used in electro-mechanical drive systems to control AC motor speed and torque by varying motor input frequency and voltage. The Water Plant uses these drives to adjust the water flows and pumpage without the need to turn-off and turn-on pumps, which reduces the stress on the system. Additionally, there are energy savings with the use the VFDs over fixed-speed pumps.

The Water Plant has two VFDs on pumps in low lift pumping operation: LL pump #22 and LL Pump #27. These drives were installed in 1997 and 2002 respectively. The typical effective life of these drives is 15-20 years. The drives have shown signs of wear and tear with increased



maintenance needs and becoming more difficult to maintain due to lack of spare parts and support.

In FY 2021, it is proposed to replace the three VFD equipment at an estimated cost of \$500,000. Combining the replacement of the drives should reduce the overall cost due to economy of scale and allows the Water Plant to standardize on the equipment for ease of maintenance.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 4 | Justification                                                                                                                   |
|--------------------|--------|---------------------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 4      | Less than 10-25% of useful life left on these units with many maintenance needs                                                 |
| Criticality Rating | 3      | The capacity of the plan could be impacted by as much as 25% if one of the units to fail. The lead time could be up to one year |

**Replacement of the Low Lift Station Roundhouse Motor Control Center (MCC) Project**

The motor control center located in the roundhouse provides power to 3 low lift pumps in the 1971 low lift station. It was installed during the 1971 expansion and has exceeded its useful life. Failure in this unit will cut the plant treatment capacity by 50%. The projected cost to replace this MCC is \$120,000.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 4 | Justification                                                |
|--------------------|--------|--------------------------------------------------------------|
| Condition Rating   | 5      | Reliable life has been exceeded                              |
| Criticality Rating | 3      | The plant capacity will be reduced by 50% if the MCC to fail |

**Project Update**

There are no changes to this CIP.

**Project Alternative**

An alternate to the replacement is to perform repairs to the MCC on an emergency basis. However, the repairs could be lengthy in time and potentially reducing the capacity of the treatment capabilities of the plant by almost 75 percent.

**Operating Budget Impact**

Is this purchase \_\_\_\_\_ routine or \_\_\_\_\_ non-routine?

|                   |      |
|-------------------|------|
| NONROUTINE        |      |
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |



**For FY 2022: Rebuild Wash-water Pump #15**

The Wilmette Water Plant has 2 wash-water pumps used to supply portable water to all 10 filter units during the backwash process. Pump #15 is smaller 200 HP pump used to supply water to the filter units 1-7 during the backwash process. It was installed with the 1956 expansion and last rebuilt in 1986. The pump runs less than 2 hours every other day and see less wear than other pumps in the plant. Rebuilding this pump every 20 to 30 years is advisable. The pump now has limited reliable life remaining and failure would require the use of the larger pump #24. Pump #24, due to its size, is not ideal to use for the smaller filters (especially filters 1-4). It will lead to loss of filter media and potentially damage the underdrain. Additionally, pumps failure could cause more damage to the rotating elements costing significantly more in repairs than scheduled rebuilding. The projected cost of rebuilding pump #15 is \$50,000.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 4 | Justification                                                                                         |
|--------------------|--------|-------------------------------------------------------------------------------------------------------|
| Condition Rating   | 4      | Reliable life has been exceeded but generally performance has not been measurably impacted            |
| Criticality Rating | 3      | Backwashing efficiency will be impacted which will have a moderate impact on water quality/regulatory |

**Project Update**

Projects scheduled for FY 2020 & 2021 are postponed to FY 2021 & 2022 respectively due to lower operating hours than anticipated.

**Project Alternative**

An alternative is to postpone the rebuilding until symptoms of malfunction appear, or the pumps fail. However, the high lift pumping capacity will be reduced somewhere from 4 MGD to 18 MGD depending on which pump(s) are out of service. The impact of such reduction in capacity could lead to water restrictions during high demand days.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                         |
|----------------------------|-------------------------|
| Department Budget          | Water Fund              |
| Account Number Description | Rebuild High Lift Pumps |
| Account Number             | 41818090-470530-80805   |

**Roof Repairs**

2022

\$220,000 Bond

Water Fund–Plant Facility Improvements

| Condition Rating | Criticality Rating |        |               |        |        |
|------------------|--------------------|--------|---------------|--------|--------|
|                  | 1                  | 2      | 3             | 4      | 5      |
| 1                | Tier 1             | Tier 1 | Tier 2        | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1 | Tier 3        | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2 | Tier 4        | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3 | <b>Tier 4</b> | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3 | Tier 4        | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**

|                                         |      |           |
|-----------------------------------------|------|-----------|
| 1971 filter building roof rebuild       | 1990 | \$63,960  |
| 1933 & 1956 plant building roof rebuild | 1998 | \$153,900 |
| 3.0 MG reservoir building roof rebuild  | 1999 | \$8,700   |

**Funding History**

|                                       |      |           |           |
|---------------------------------------|------|-----------|-----------|
| Rebuild lower portion 1933 roof       | 2006 | \$304,900 | Bond      |
| Rebuild upper portion 1933 roof       | 2008 | \$298,000 | Bond      |
| Install membrane on 1956 & 1971 roofs | 2010 | \$330,000 | Bond      |
| Rebuild 3.0 MG reservoir roof         | 2014 | \$38,000  | Operating |

**Project Description & Justification**

The Water Plant facility, with the initial construction in 1933 has grown to a facility that has many roof areas as the result of subsequent expansions in 1956 and 1971 (see figure 1).

Hutchinson Design Group, a roof consultant, conducted a roof survey of the two roofs in this CIP in 2012. The survey provided a recommended schedule for roof repairs based on type, age, and condition of each roof area:

*2020 Roof Repairs*

The upper 1956 roof was last rebuilt in 1998 and a temporary repair was performed in 2006. It is anticipated that by 2022, permanent repairs will be needed to restore roof integrity and protect building equipment housed underneath it. The budget estimate of \$220,000 for the upper 1956 Water Plant roof is for a conventional membrane system. The roof will have a projected 30 year life.



Summary of the risk assessment of this project is below:

| Risk Score         | Tier 4 | Justification                                                                                              |
|--------------------|--------|------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 4      | The 1956 roof has exceeded useful life and is in poor condition                                            |
| Criticality Rating | 3      | Leaks in the roof could damage equipment housed in the building and have a significant impact on operation |

### Project Update

There are no changes to this CIP.

### Project Alternative

An alternative is to postpone the rebuild and repair leaks on an emergency basis. However, this would increase the risk of damaging expensive equipment such as pump motors, motor control centers that are housed in this building.

### Operating Budget Impact

Is this purchase *routine* \_\_\_\_ or *X* *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

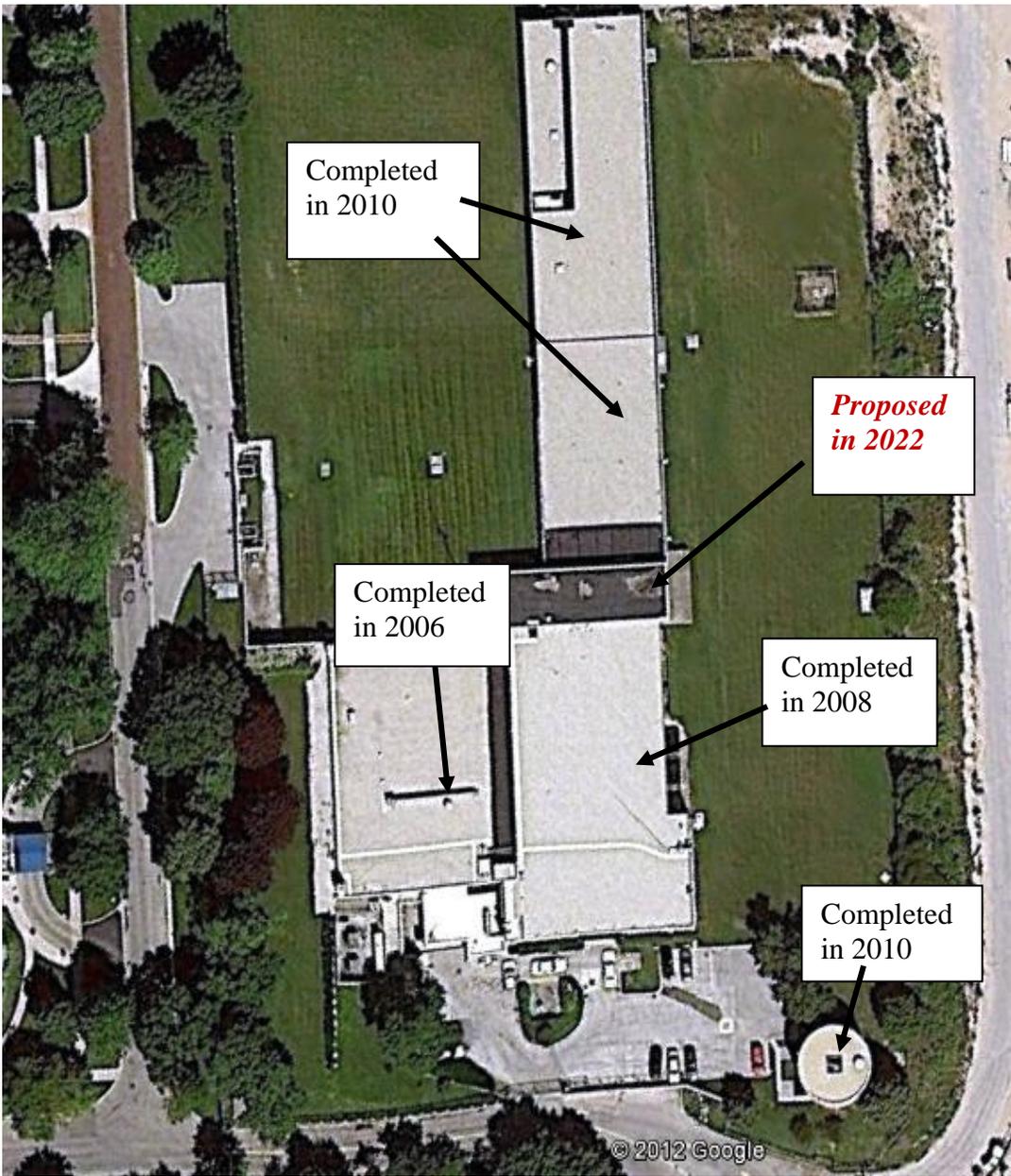


Figure 1: The various roof areas at the water plant facility shown with the last rebuild date or proposed date.

|                                                          |      |             |           |
|----------------------------------------------------------|------|-------------|-----------|
| <b>Treatment Process Improvements Program – Phase II</b> | 2022 | \$50,000    | IEPA Loan |
|                                                          | 2023 | \$450,000   | IEPA Loan |
| Water Fund–Water Plant Facility                          | 2024 | \$2,000,000 | IEPA Loan |

| Condition Rating | Criticality Rating |        |               |        |        |
|------------------|--------------------|--------|---------------|--------|--------|
|                  | 1                  | 2      | 3             | 4      | 5      |
| 1                | Tier 1             | Tier 1 | Tier 2        | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1 | Tier 3        | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2 | Tier 4        | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3 | <b>Tier 4</b> | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3 | Tier 4        | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

### Original Purchase Date & Cost

1933 filters underdrain                      1978 – \$126,000

### Funding History

N/A

### Project Description & Justification

- 2022 Conceptual study to decide on best option for the type of the underdrain system for the filters as well as the sizing of the media selected. Additionally, submittal for an IEPA SRF loan
- 2023 Detailed Engineering design of the replacement of the 1933 filters underdrain system at a projected cost of \$450,000
- 2024 Construction and installation of the 1933 filters underdrain system at a projected cost of \$2,000,000

The Water Plant has 10 multimedia filters. The underdrain systems of filters have multiple functions including:

- Provide structural support to the filter media.
- Collect the filtered water and delivers it to the clear-wells for storage and pumping.
- Provide the basis for how the backwash system will function.

The current underdrain system for the 1933 filters was installed in 1978. The Water Plant has not had performance issues (operationally or water quality) with the 1933 filters. However, the typical life expectancy of an underdrain system is 30-50 years. Additionally, the lead time for a typical underdrain project could take up to 3 years to design and install. Failure in the underdrain could reduce the water plant capacity up to 22% and could affect the water



quality produced. The projected cost for the design and installation of new underdrain system is \$2,500,000.

For FY2022, it is proposed to conduct a conceptual study to allow for design decisions on the type of the underdrain and media sizing of the 1933 filters. Additionally, the conceptual study would allow us to submit for an IEPA loan with enough details to be placed on the loans list. The estimated cost of the study is \$50,000.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 4 | Justification                                                                                                                                                            |
|--------------------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 4      | 25% of anticipated useful life is remaining based on a life expectancy of 30-50 years                                                                                    |
| Criticality Rating | 3      | The lead time is up to 3 years of design and install new underdrain. Failure could impact up to 25% of plant capacity and have a low to moderate impact on water quality |

### Project Update

There are no changes to this CIP.

### Project Alternative

Postponing the project is an alternative. However, the underdrain system will be 45 years old in 2023, the year proposed for replacement. This would increase the risk for capacity impact and water quality issues if the underdrain would to fail.

### Operating Budget Impact

Is this purchase *routine* \_\_\_\_ or X *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

**Water Intake Improvements**

Water Fund–Plant Facility Improvements

2022 \$70,000  
 2023 \$700,000  
 2024-2026 \$14,000,000

IEPA Loan

| Condition Rating | Criticality Rating |        |               |        |        |
|------------------|--------------------|--------|---------------|--------|--------|
|                  | 1                  | 2      | 3             | 4      | 5      |
| 1                | Tier 1             | Tier 1 | Tier 2        | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1 | Tier 3        | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2 | <b>Tier 4</b> | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3 | Tier 4        | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3 | Tier 4        | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**

1933 water intake pipe 1933 Part of the original plant  
 Zebra mussel control feed line 1992

**Funding History**

N/A

**Project Description & Justification**

2022 Conceptual study and loan application  
 2023 Detailed engineering design of the intake improvements and permitting at a projected cost of \$700,000  
 2024-2026 Execution of the bidding process and start of construction at a projected cost of \$14,000,000



The Water Plant has two raw water intakes. A 33 inch pipe constructed with the original plant in 1933 and a 42 inch intake built with the 1971 expansion.



The Water Plant utilizes both intakes throughout the year. The 1971 intake is sufficient to meet the capacity demand of the facility. However, if the 1971 intake happens to become unavailable, the 1933 intake is not sufficient to meet the water capacity demand.

In FY 2023-2025, due to its age, it is proposed to replace the 1933 intake with new intake that would be large enough to meet the water demand if the 1971 intake was unavailable and establish a

true redundancy in the raw water intake operation. The projected cost of this replacement is \$14,700,000 which also includes the replacement of the zebra mussel control line installed in 1992.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 4 | Justification                                                                                                                                              |
|--------------------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 3      | The pipe condition appears to be in fair condition with minimal issues but it is reaching the end of its useful life and it will be 100 years old in 2033. |
| Criticality Rating | 3      | The 1933 intake can't support the demand of the facility if the 1971 intake is an available. Long lead time for construction                               |

### Project Update

There are no changes in this CIP.

### Project Alternative

An alternative is to postpone the replacement of the project. However, the risk of failure will increase as this intake approaches 100 years of service and the potential that the facility can't meet water demand if the 1971 intake becomes an available.

### Operating Budget Impact

Is this purchase *routine* \_\_\_ or X *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

## Replace Low Lift Pump 23

2023

\$360,000

Operating

Water Fund–Water Plant Facility

| Condition Rating | Criticality Rating |               |        |        |        |
|------------------|--------------------|---------------|--------|--------|--------|
|                  | 1                  | 2             | 3      | 4      | 5      |
| 1                | Tier 1             | Tier 1        | Tier 2 | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1        | Tier 3 | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2        | Tier 4 | Tier 4 | Tier 5 |
| 4                | Tier 2             | <b>Tier 3</b> | Tier 4 | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3        | Tier 4 | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

### Original Purchase Date & Cost

1971 – Part of the 1971 expansion

### Funding History

N/A

### Project Description & Justification

2023 Replace low lift Pump #23 at a projected cost of \$360,000



Low Lift Pump 23 (LLP 23) was installed with the 1971 expansion of the Water Plant. LLP 23 was last rebuilt in 1997. Due to its age, hours of operation and the capacity of the pump, it is proposed to replace it in FY 2023. A new capacity with Variable Speed Drive (VFD) for this pump will provide the plant with more flexibility in its low lift pumping operation. Failure to this pump will reduce the plant treatment capacity by approximately 25%.

It is worth noting that the addition of new wholesale customers would require this improvement.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 3 | Justification                                          |
|--------------------|--------|--------------------------------------------------------|
| Condition Rating   | 4      | Less than 25% of useful life left                      |
| Criticality Rating | 2      | Failure will reduce the plant low lift capacity by 25% |

### Project Update

There are no changes in this CIP.

## Project Alternative

An alternative is to rebuild this pump and motor, replacing components when maintenance is needed. Due to the age of this pump and the shortage of repair parts, the cost of rebuilding will be high. A failure in this pump will reduce the pumping capacity by 25% of the Water Plant.

This project could be impacted if Water Plant improvements were required to accommodate additional municipal water customer(s).

Another alternative that staff will evaluate is to combine it with the intake improvements project for cost savings due to economy of scale.

## Operating Budget Impact

Is this purchase *routine* \_\_\_ or *X* *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

|                                       |      |           |      |
|---------------------------------------|------|-----------|------|
| <b>Treatment Process Improvements</b> | 2024 | \$750,000 | Bond |
| <b>Program – Phase III</b>            | 2025 | \$140,000 |      |
| Water Fund–Water Plant Facility       | 2026 | \$470,000 |      |

| Condition Rating | Criticality Rating |               |        |        |        |        |                                                                                    |                |                               |
|------------------|--------------------|---------------|--------|--------|--------|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
|                  | 1                  | 2             | 3      | 4      | 5      |        |                                                                                    |                |                               |
| 1                | Tier 1             | Tier 1        | Tier 2 | Tier 3 | Tier 3 | Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| 2                | Tier 1             | Tier 1        | Tier 3 | Tier 3 | Tier 4 | Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| 3                | Tier 2             | Tier 2        | Tier 4 | Tier 4 | Tier 5 | Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| 4                | Tier 2             | <b>Tier 3</b> | Tier 4 | Tier 5 | Tier 5 | Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| 5                | Tier 2             | <b>Tier 3</b> | Tier 4 | Tier 5 | Tier 5 | Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**

|                                                  |                                   |
|--------------------------------------------------|-----------------------------------|
| 1933 filters drain and influent valves           | 1967 – cost unknown               |
| 1971 filters drain, influent and backwash valves | 1971 – part of 1971 expansion     |
| High lift meter vault “A”                        | 1956 – part of 1956 expansion     |
| Basins 1 and 2 valves                            | 1933 – part of the original plant |
| Basins bearings                                  | 2002 – part of 2002 expansion     |

**Funding History**

|                                          |           |           |           |
|------------------------------------------|-----------|-----------|-----------|
| Filter valve improvements                | 2016      | \$75,000  | Operating |
| Filter Valve Improvements                | 2012/2013 | \$387,000 | Bond      |
| Replace backwash water valves (filter 4) | 2010      | \$30,000  | Operating |

**Project Description & Justification**

- 2024 Replace 17 filter valves at a projected cost of \$750,000
- 2025 Replace vault “A” high lift flow meter at a projected cost of \$140,000
- 2026 Flocculation basins improvements by replacing the bearings and valves at a projected cost of \$470,000

**Projects Proposed in FY 2024**

**Filter Valves Replacement**

Each filter at the Wilmette Water Plant has 5 valves:

- Influent valve to allow the water into the unit.
- Drain valve to drain the backwash water away from the unit.
- Backwash valve to allow the water from underneath the filter unit during the backwash sequence.
- Surface wash or air scour valve to assist during the backwash sequence.

- Effluent valve to allow the filtered water to move into the clear-wells.

A typical butterfly valve could last for 35-45 years before replacement. In recent years, staff has noted increased difficulty operating the valves and some leakage. Due to their age, there are no repair parts available for these valves and they will require replacement. At the same time these valves are replaced they will receive motorized operators. Motorized operators provide added longevity and improved SCADA compatibility over the current cylinder actuated operators. Some valves were replaced in 2013. The remaining filter valves to be replaced are summarized below:



| Original Install | No. Of Valves | Description                               | Estimated Cost    |
|------------------|---------------|-------------------------------------------|-------------------|
| 1967             | 8             | 1933 influent and drain valves            | \$ 200,000        |
| 1971             | 6             | 1971 filters backwash and influent valves | \$ 300,000        |
| 1971             | 3             | 1971 filters drain valves                 | \$ 250,000        |
| <b>Total</b>     |               | <b>17</b>                                 | <b>\$ 750,000</b> |

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 3 | Justification                                                                          |
|--------------------|--------|----------------------------------------------------------------------------------------|
| Condition Rating   | 5      | The valves have reached or have <10% of useful life                                    |
| Criticality Rating | 2      | Plant capacity would eventually be impacted by 10% and the lead time is about 6 months |

## Projects Proposed in FY 2025

### High Lift Flow Meter Vault "A" Replacement

The existing Vault "A" flow meter, installed in 1956, is used to measure high lift pump flows entering the distribution system. It is one of two high lift meters.

The flow meter in Vault "A" is no longer accurate at low flows and needs to be replaced. Due to the age of this meter, repair parts are no longer available. The old meter cannot be replaced without demolishing the existing vault. It is less costly to build a new vault along the east wall of the 1933 building than to demolish and reconstruct the old vault. A new 24-inch magnetic flowmeter would be installed in the new vault. Once this is completed, the old meter would be abandoned in place. The projected cost of these improvements is \$140,000.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 3 | Justification                                                                          |
|--------------------|--------|----------------------------------------------------------------------------------------|
| Condition Rating   | 4      | Poor condition with reduced accuracy                                                   |
| Criticality Rating | 2      | Failure would results in less accurate readings which could affect regulatory fillings |

## Projects Proposed in FY 2026

### Flocculation Basins 1&2 Valves Replacement

Basins 1 & 2 are currently operated in series, as one combined basin. During the stress testing conducted in 2004, treatment deficiencies (high settled turbidity and poorly coagulated water) were identified in this basin pair. A preliminary engineering review suggested that if the Village restored these basins to their original operation as two separate basins, this would likely solve these deficiencies. This will be accomplished by replacing two of the inoperable 1933 gate valves and installing a blank plate over a third broken valve. The estimated cost of these repairs is \$170,000.



*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 3 | Justification                   |
|--------------------|--------|---------------------------------|
| Condition Rating   | 5      | The valves have failed          |
| Criticality Rating | 2      | Low impact on the water quality |

### Flocculation Basins Bearings Replacement

Basins 3, 4, 5 and 6 at the Wilmette Water Plant have grease bearings on the flocculator drive shaft to balance the rotation and mixing. The bearings were installed in 2002 part of the 8.0 MGD upgrade. The life expectancy of these bearings is around 30 years. In recent years, the maintenance needs and repairs for these bearings have increased. The failure in these bearings could affect the water quality and potentially taking the basin out of service which will reduce the plant capacity. In this project it is proposed to replace the bearings with water lubricating bearings that require less maintenance. The projected cost of this replacement is \$300,000.



*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 3 | Justification                                      |
|--------------------|--------|----------------------------------------------------|
| Condition Rating   | 4      | Many historical maintenance needs                  |
| Criticality Rating | 2      | Plant capacity would eventually be impacted by 25% |

## Project Update

There are no changes in this CIP.

## Project Alternative

Projects can be implemented separately to reduce total cost for a particular year. This could reduce savings due to economy of scale in some years such as the filters valves replacement. Additionally, delaying projects will increase their risk score and potentially impact the operation as stated above.

## Operating Budget Impact

Is this purchase *routine* \_\_\_\_ or *X* *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

**1971 Low Lift Station  
Influent Valve Replacement**

2025

\$250,000

Operating

Water Fund–Water Plant Facility

| Condition Rating | Criticality Rating |        |        |        |        |
|------------------|--------------------|--------|--------|--------|--------|
|                  | 1                  | 2      | 3      | 4      | 5      |
| 1                | Tier 1             | Tier 1 | Tier 2 | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1 | Tier 3 | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2 | Tier 4 | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3 | Tier 4 | Tier 5 | Tier 5 |
| 5                | <b>Tier 2</b>      | Tier 3 | Tier 4 | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**

1971 Part of the 1971 expansion

**Funding History**

N/A

**Project Description & Justification**

2025 Replace the isolation valves of the 1971 intake line at a projected cost of \$250,000



The 1971 Intake is approximately one mile out in Lake Michigan and terminates at the low lift station in the roundhouse at the Water Plant. The 1971 low lift station is the primary operating station since it has a larger capacity than the 1933 station which only can be operated during the winter months. The 1971 Intake line has two 42” influent valves that are used to isolate the line to perform maintenance and inspection of the roundhouse tank.

During the 2012 inspection, the staff experienced difficulty in operating the valves and had significant leakage when the valve was closed. Although this valve is not necessary for the day-to-day plant operations, long-term plant capacity would be reduced if the 1971 wet well cannot be maintained. The estimated cost of this replacement is \$250,000.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 2 | Justification                                                                                                                                |
|--------------------|--------|----------------------------------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 5      | Reached useful life and difficulty operating                                                                                                 |
| Criticality Rating | 1      | This valve not is needed for day to day operation but long term the capacity of the plant could be impacted if 1971 tank can't be maintained |

## Project Update

There are no changes in this CIP.

## Project Alternative

An alternative is to postpone the replacement of the valve to another year. However, failure to operate the valve in the future could cause the inability to service the station and in turn the potential for reduced capacity. Another alternative that staff will evaluate is to combine this project with the intake improvements project for an economy of scale savings potential.

## Operating Budget Impact

Is this purchase \_\_\_\_\_ *routine* or  *non-routine*?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

**Water Intakes Inspection**

Water Fund- Water Plant Services

2021

\$20,000

Operating

2024

\$22,000

Operating

| Condition Rating | Criticality Rating |        |        |        |        |
|------------------|--------------------|--------|--------|--------|--------|
|                  | 1                  | 2      | 3      | 4      | 5      |
| 1                | Tier 1             | Tier 1 | Tier 2 | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1 | Tier 3 | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2 | Tier 4 | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3 | Tier 4 | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3 | Tier 4 | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**

N/A

**Funding History**

2015 \$9,500  
2018 \$18,000



**Project Description & Justification**

2021 Diving inspection of the 1933 and 1971 intakes, perform a penetration of the 1971 intake and remove and clean sediments and debris around the structures of the intakes at a projected cost of \$20,000.

2024 Diving inspection of the 1933 and 1971 intakes, perform a penetration of the 1971 intake and remove and clean sediments and debris around the structures of the intakes at a projected cost of \$22,000.

The Water Plant has two intake pipes serving the treatment plant: a 33-inch pipe installed in 1933 and a 42-inch pipe installed in 1971. The intake pipelines extend approximately 1/2 mile and one mile out in the lake, respectively. The 1933 intake terminates at two drum structures 65 feet apart; the 1971 intake terminates at a wooden crib structure. All three structures are submerged in about 22-25 feet of water with no surface markings. Routine inspection of these structures by a diving contractor is performed 2-5 years. It was last inspected in 2018.

In FY 2021, it is proposed to inspect the intakes structures, perform a penetration of the 1971 intake to assess the structural integrity, operate the zebra mussel control line and remove and clean sediments and debris around the structures of the intakes at a projected cost of \$20,000.

In FY 2024, it is proposed to perform the same services at a projected cost of \$22,000.

Summary of the risk assessment of this project is below:

| Risk Score         | Tier 2 | Justification                                                                            |
|--------------------|--------|------------------------------------------------------------------------------------------|
| Condition Rating   | 3      | Fair condition as the regular maintenance date approaches.                               |
| Criticality Rating | 1      | The plant capacity is only minimally reduced as sediment builds up around the structures |

Even though this project is a tier 2 risk rated, this is a preventative maintenance program to ensure fair condition is maintained in these intakes structures. Therefore, the recommendation to perform this maintenance will be solely based on the time of last inspection in order to maintain standards of best practice.

### Project Update

There are no changes to this CIP.

### Project Alternative

An alternative is to postpone the inspections. However, delaying the inspections could allow sediments and debris build up that could impact the plant capacity and water quality.

### Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

**Rebuild High Lift Pumps**  
Water Fund–Water Plant Services

2020

\$40,000

Operating

| Condition Rating | Criticality Rating |               |        |        |        |
|------------------|--------------------|---------------|--------|--------|--------|
|                  | 1                  | 2             | 3      | 4      | 5      |
| 1                | Tier 1             | Tier 1        | Tier 2 | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1        | Tier 3 | Tier 3 | Tier 4 |
| 3                | Tier 2             | <b>Tier 2</b> | Tier 4 | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3        | Tier 4 | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3        | Tier 4 | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**

N/A

**Funding History**

Rebuild high lift pump #12  
2013           \$26,990       Operating

Rebuild high lift pump #4  
2014           \$13,000       Operating

Rebuild high lift pump #2  
2015           \$20,744       Operating

Rebuild high lift pumps #3&20  
2017           \$35,000       Operating



**Project Description & Justification**

In FY 2020, rebuild high lift pump #9 at an estimated cost of \$40,000

There are eight High Lift Pumps (HLPs) at the Water Plant that maintain the pressure in the distribution system and deliver the finished water to the residents and wholesale customers. Bimonthly, all available HLPs are tested for vibration levels and operating efficiency. Based on the results of this testing and the hours of operation, maintenance is recommended. Past experience has indicated that the existing HLPs need to be removed and rebuilt after approximately 30,000 hours of operation for preventative maintenance. After rebuilding, the pumps are expected to operate for an additional ten years or more with minimal maintenance. Below is a table of all the high lift pumps inventory and proposed preventative maintenance in this CIP:

| CIP Year | Pump       | Year Last Rebuilt | Hours of Service |
|----------|------------|-------------------|------------------|
| --       | HL #1      | 2004              | 15,121           |
| --       | HL #2      | 2015              | 2,655            |
| --       | HL #3      | 2017              | 1,520            |
| --       | HL #4      | 2014              | 6,646            |
| --       | HL #5      | 2010              | 2,656            |
| 2020     | HL #9      | New 1988          | 10,830           |
| --       | HL #12 VFD | 2013              | 32,811           |
| --       | HL #20     | 2017              | 81               |

\*at least 30k hours; unable to verify actual hours.

Since this program began in 2001, seven out of the eight pumps have been rebuilt. The above schedule takes into account the hours of operation, pumping efficiency, and the bimonthly vibration test results for each pump unit.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 2 | Justification                                                                |
|--------------------|--------|------------------------------------------------------------------------------|
| Condition Rating   | 3      | Fair condition as the regular maintenance date approaches.                   |
| Criticality Rating | 2      | The plant capacity will be impacted up to 25% depending on which pump failed |

Even though this project is a tier 2 risk rated, this is a preventative maintenance program for the high lift pumps. Therefore, the recommendation to perform this maintenance will be based on the hours of service as discussed above. The break-down of these pumps could cause significantly higher repair cost as damage to the shaft and/or propeller can occur.

### Project Update

There are no changes to this CIP.

### Project Alternative

An alternative is to postpone the rebuilding until symptoms of malfunction appear, or the pumps fail. However, the high lift pumping capacity will be reduced somewhere from 4 MGD to 18 MGD depending on which pump(s) are out of service. The impact of such reduction in capacity could lead to water restrictions during high demand days. Additionally, much higher cost to repair the pumps would be likely as other parts of the pumps could be damaged.

### Operating Budget Impact

Is this purchase *routine*   X   or *non-routine*     ?

| ROUTINE                    |                         |
|----------------------------|-------------------------|
| Department Budget          | Water Fund              |
| Account Number Description | Rebuild High Lift Pumps |
| Account Number             | 41818090-470530-80805   |

**Tank Maintenance**

2021

\$40,000

Operating

Water Fund- Water Plant Services

| Condition Rating | Criticality Rating |        |        |        |        |
|------------------|--------------------|--------|--------|--------|--------|
|                  | 1                  | 2      | 3      | 4      | 5      |
| 1                | Tier 1             | Tier 1 | Tier 2 | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1 | Tier 3 | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2 | Tier 4 | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3 | Tier 4 | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3 | Tier 4 | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**

N/A

**Funding History**

|             |      |          |
|-------------|------|----------|
| 1971 Intake | 2003 | \$5,827  |
|             | 2007 | \$4,243  |
|             | 2013 | \$10,000 |
| Wetwell#2   | 2003 | \$23,000 |
|             | 2013 | \$17,000 |



**Project Description & Justification**

Accumulation of sediment, primarily “spent” anthracite filter media, will buildup in Wetwell 2 and sand/clay in the 1971 Intake station well. This media will not wash out and must be manually removed and hauled away. The sediment cannot be reused and must be disposed of at an approved landfill.

The 1971 Intake station well was cleaned by an outside contractor in 2003 for \$5,827, in 2007 for \$4,243 and in 2013 for \$10,000. Wetwell #2 was cleaned by an outside contractor in 1988 for \$12,000, in 2003 for \$23,000 and in 2013 for \$17,000.

In FY 2021, it is proposed to clean out the 1971 Intake station well and Wetwell #2 at a projected cost of \$40,000.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 2 | Justification                                                                   |
|--------------------|--------|---------------------------------------------------------------------------------|
| Condition Rating   | 3      | Fair condition as the regular maintenance date approaches.                      |
| Criticality Rating | 1      | The plant capacity is only minimally reduced as sediment builds up in the wells |

Even though this project is a tier 2 risk rated, this is a preventative maintenance program to ensure fair condition is maintained in these tanks. Therefore, the recommendation to perform this

maintenance will be based on the years of service since last cleaning and the amount of sediments found upon inspections.

### **Project Update**

There are no changes to this CIP.

### **Project Alternative**

An alternative is to postpone the cleaning. However, delaying the cleaning of the 1971 Intake station could result in restrictions to the ability of the Water Plant to draw water from Lake Michigan. Likewise, the delay in cleaning the Wetwell could result in more “build-up” of the sediments causing a reduction in volume of this well and negatively affecting the operation of filters washing and recycling of the washed water.

### **Operating Budget Impact**

Is this purchase *routine* \_\_\_ or *X* *non-routine*?

| NON-ROUTINE        |      |
|--------------------|------|
| Maintenance Costs: | None |
| Personnel Costs:   | None |
| Training Costs:    | None |

|                                            |      |          |           |
|--------------------------------------------|------|----------|-----------|
| <b>Water Meter Replacement Program</b>     | 2020 | \$55,000 | Operating |
| Water Fund–Water Distribution Improvements | 2021 | \$50,000 |           |
|                                            | 2022 | \$50,000 |           |
|                                            | 2023 | \$50,000 |           |
|                                            | 2024 | \$50,000 |           |

| Condition Rating | Criticality Rating |        |               |        |        |        |                                                                                    |                |                               |
|------------------|--------------------|--------|---------------|--------|--------|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
|                  | 1                  | 2      | 3             | 4      | 5      |        |                                                                                    |                |                               |
| 1                | Tier 1             | Tier 1 | Tier 2        | Tier 3 | Tier 3 | Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| 2                | Tier 1             | Tier 1 | Tier 3        | Tier 3 | Tier 4 | Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| 3                | Tier 2             | Tier 2 | Tier 4        | Tier 4 | Tier 5 | Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| 4                | Tier 2             | Tier 3 | Tier 4        | Tier 5 | Tier 5 | Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| 5                | Tier 2             | Tier 3 | <b>Tier 4</b> | Tier 5 | Tier 5 | Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**

N/A

**Funding History**

|      |          |
|------|----------|
| 2019 | \$88,000 |
| 2018 | \$88,000 |
| 2017 | \$88,000 |
| 2016 | \$88,000 |
| 2015 | \$33,000 |
| 2014 | \$33,000 |
| 2013 | \$33,000 |

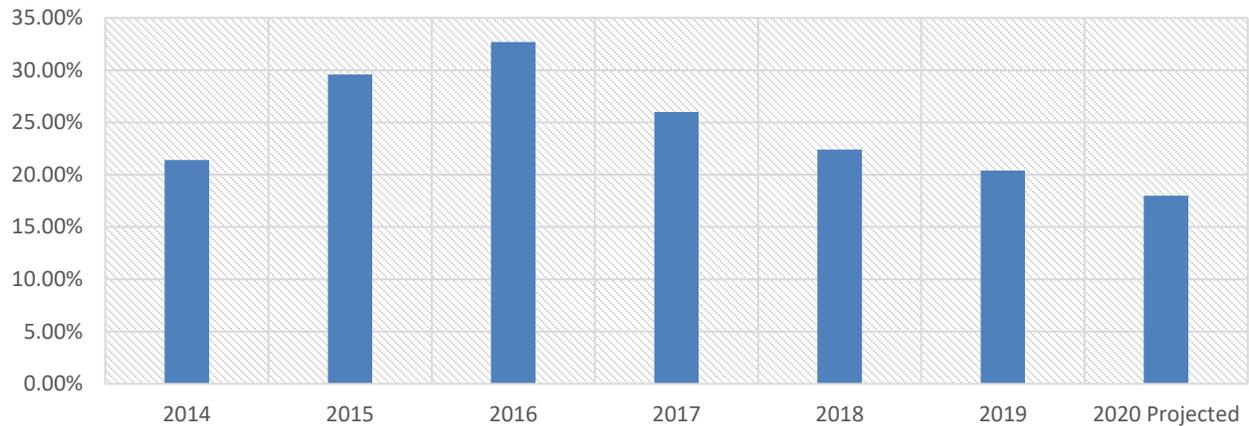
**Project Description & Justification**

The Village has approximately 9,000 water meters installed throughout the distribution system that are read on a quarterly basis. The meter shop replaces old meters based on age and usage which approximately translates into every 13-20 years. As water meters age, they tend to slow down and under register water use.

Between 2007 and 2014, the water meter replacement program suffered a reduction in replacement due to the acceleration of the AMR installations, retirements and reduction in staffing at the meter shop during the great recession. This has led to backlog of meters in need of replacement. By the beginning of 2016, the percent of meters that are older than 15 years has increased to almost 33% of all meters in Wilmette or almost 3,000 meters, see the chart below.

For FY 2016, the Village Board approved an increase in meters replacement program in order to clear the backlog and maintain a 15 year replacement rate. As a result, we saw an improvement in the percent of meters that are older than 15 years in the Village in 2017, see the chart below.

## The Percent of >15 years old meters in Wilmette



In order to maintain a 15-year replacement rate, the theoretical percent of >15 year old meters in the Village should be about 6%.

The following table is a summary of the meters age and corresponding number as of April 2019:

| Age           | Number of meters | Percent |
|---------------|------------------|---------|
| < 5 years     | 3,299            | 36.5%   |
| 5-10 years    | 1,563            | 17.3%   |
| 10 – 15 years | 2,318            | 25.6%   |
| >15 years     | 1,842            | 20.4%   |

In FY 2020-24, it is proposed to replace approximately 600 old meters each year with new meters.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 4 | Justification                                                      |
|--------------------|--------|--------------------------------------------------------------------|
| Condition Rating   | 5      | The meters have less <10% of anticipated useful life               |
| Criticality Rating | 3      | Old meters tend to decrease in accuracy resulting in lower revenue |

### Project Update

The cost of meters was reduced from \$88,000 to \$50,000 due to reduced numbers of meters needed to be replaced.

### Project Alternative

An alternative is to delay or not replace old meters. However, this could result in under registering of water use.

### Operating Budget Impact

Is this purchase  *routine* or  *non-routine*?

|                            |                            |
|----------------------------|----------------------------|
| ROUTINE                    |                            |
| Department Budget          | Water Fund                 |
| Account Number Description | Meters Replacement Program |
| Account Number             | 41828090-430920            |

## Water Management

**Automatic Meter Reading (AMR) Program**    2022    \$2,500,000    Bond/IEPA  
 Water Fund–Water Distribution Improvements

| Condition Rating | Criticality Rating |        |               |        |        |        |                                                                                    |                |                               |
|------------------|--------------------|--------|---------------|--------|--------|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
|                  | 1                  | 2      | 3             | 4      | 5      |        |                                                                                    |                |                               |
| 1                | Tier 1             | Tier 1 | Tier 2        | Tier 3 | Tier 3 | Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| 2                | Tier 1             | Tier 1 | Tier 3        | Tier 3 | Tier 4 | Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| 3                | Tier 2             | Tier 2 | Tier 4        | Tier 4 | Tier 5 | Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| 4                | Tier 2             | Tier 3 | <b>Tier 4</b> | Tier 5 | Tier 5 | Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| 5                | Tier 2             | Tier 3 | Tier 4        | Tier 5 | Tier 5 | Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

### Original Purchase Date & Cost

N/A

### Funding History

|      |          |           |      |           |           |
|------|----------|-----------|------|-----------|-----------|
| 2007 | \$66,671 | Bond      | 2008 | \$91,299  | Bond      |
| 2009 | \$98,000 | Bond      | 2010 | \$98,000  | Bond      |
| 2011 | \$52,000 | Operating | 2012 | \$185,000 | Operating |
| 2017 | \$20,000 | Operating |      |           |           |

### Project Description & Justification

In FY 2022, it is proposed to replace all the AMRs in the Village with new model that would support a fixed system reading at a projected cost of \$2,500,000.

The AMR program began in 2000 and was completed in 2012. As a result, all 8,950 outside registers and inside generators with an Automatic Meter Reading (AMR) system were replaced.

In FY 2022, it is proposed that the Village replace all the AMRs and install a fixed network infrastructure to allow for automated reading of meters wirelessly. This consists of replacing the existing AMRs with cellular based AMRs. A replacement of this size will require hiring an outside Contractor to achieve it. The mass replacement program would provide instantaneous water meter readings, better customer service and allow for monthly billing of all accounts. Due to the staged installation of the AMRs, many AMRs are currently out of warranty and have exceeded their life expectancy as the table below shows:

| Installation Year | Number of AMRs | Warranty/Battery Life Expectancy |
|-------------------|----------------|----------------------------------|
| 2004              | 410            | 10                               |
| 2005              | 892            | 10                               |
| 2006              | 849            | 20                               |
| 2007              | 904            | 20                               |
| 2008              | 1,106          | 20                               |
| 2009              | 822            | 20                               |
| 2010              | 1,109          | 20                               |
| 2011              | 624            | 20                               |
| 2012              | 1,483          | 20                               |

Summary of the risk assessment of this project is below:

| Risk Score         | Tier 4 | Justification                                                                                                        |
|--------------------|--------|----------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 4      | 15% of the AMRs have exceeded their life expectancy and an additional 21% would have less than 25% left by year 2022 |
| Criticality Rating | 3      | Failure in this equipment will have moderate severity on customer service                                            |

### Project Update

The staff is evaluating emerging technologies such as the use of cellular network system. Therefore, the project has been postponed to FY2022 from FY2020.

### Project Alternative

An alternative is to replace the AMRs in stages similar to the previous program. However, this would create two different technologies that the Village has to maintain as well as the possibility of changing technologies by the provider in the middle of the program.

### Operating Budget Impact

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                         |
|----------------------------|-------------------------|
| Department Budget          | Water Fund              |
| Account Number Description | Automatic Meter Reading |
| Account Number             | 41828090-430930         |

**Replace Standpipe Isolation Valve**  
Water Fund–Water Distribution Improvements

2021      \$60,000      Operating

| Condition Rating | Criticality Rating |        |        |        |        |
|------------------|--------------------|--------|--------|--------|--------|
|                  | 1                  | 2      | 3      | 4      | 5      |
| 1                | Tier 1             | Tier 1 | Tier 2 | Tier 3 | Tier 3 |
| 2                | Tier 1             | Tier 1 | Tier 3 | Tier 3 | Tier 4 |
| 3                | Tier 2             | Tier 2 | Tier 4 | Tier 4 | Tier 5 |
| 4                | Tier 2             | Tier 3 | Tier 4 | Tier 5 | Tier 5 |
| 5                | Tier 2             | Tier 3 | Tier 4 | Tier 5 | Tier 5 |

|        |                                                                                    |                |                               |
|--------|------------------------------------------------------------------------------------|----------------|-------------------------------|
| Tier 1 |  | Very Low Risk  | Include in the CIP > 10 years |
| Tier 2 |  | Low Risk       | Include in the CIP 7-10 years |
| Tier 3 |  | Medium risk    | Include in the CIP 5-7 Years  |
| Tier 4 |  | High Risk      | Include in the CIP 2-5 Years  |
| Tier 5 |  | Very High Risk | Include in the CIP 1-3 Years  |

**Original Purchase Date & Cost**  
1956

**Funding History**  
N/A

**Project Description & Justification**

The 4.0 MG standpipe is periodically required to be serviced for maintenance or inspection. This requires the complete isolation of the standpipe from the distribution system which is accomplished by a 16 inch valve located near the standpipe. This valve was installed when the standpipe was erected in 1956. During the rehabilitation of the standpipe in 2011, the staff observed difficulty in operating the valve and some minor leakage. Failure in the isolation valve to operate properly would prevent the Village’s ability to easily isolate the standpipe for maintenance or emergency.



For FY 2021, it is proposed to replace the 16 inch isolation valve with a new valve at an estimated cost of \$60,000. This estimate includes the cost of a new valve and installation by an outside contractor.

*Summary of the risk assessment of this project is below:*

| Risk Score         | Tier 3 | Justification                                                                                                                                          |
|--------------------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| Condition Rating   | 3      | The valve is in fair condition but functional with less <50% of anticipated useful                                                                     |
| Criticality Rating | 2      | Failure will have a low impact as this valve is not used in day-to-day operations. There are other ways to isolate the standpipe but not as convenient |

## Project Update

There are no changes in this CIP.

## Project Alternative

The alternative is to postpone the replacement of the valve and repair/replace it on an emergency basis. However, this could jeopardize the ability to isolate the standpipe when maintenance is required or in case of an emergency which could lead to flooding or water pressure issues.

## Operating Budget Impact

Is this purchase \_\_\_\_\_ *routine* or \_\_\_X\_\_\_ *non-routine*?

| NON-ROUTINE       |      |
|-------------------|------|
| Maintenance Costs | None |
| Personnel Costs   | None |
| Training Costs    | None |

|                                               |      |           |           |
|-----------------------------------------------|------|-----------|-----------|
| <b>Distribution System Valve Improvements</b> | 2020 | \$ 88,000 | Operating |
| Water Fund- Distribution Improvements         | 2021 | \$ 90,500 |           |
|                                               | 2022 | \$ 93,000 |           |
|                                               | 2023 | \$ 95,500 |           |
|                                               | 2024 | \$ 97,500 |           |

- X Critical
  - Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A

**Funding History**

|      |           |           |
|------|-----------|-----------|
| 2019 | \$67,600  | Operating |
| 2018 | \$67,600  | Operating |
| 2017 | \$62,500  | Operating |
| 2016 | \$62,500  | Operating |
| 2015 | \$62,500  |           |
| 2014 | \$123,000 |           |
| 2013 | \$122,000 |           |
| 2012 | \$71,000  |           |
| 2011 | \$61,800  |           |
| 2010 | \$60,000  |           |

**Project Description & Justification**

This project is for the installation of new gate valves and the replacement of broken existing valves on the water distribution system as selected by Public Works. The new valves are installed to comply with Village Code (18-1.1).

The Village had been installing approximately four or five new valves each year at locations determined by the Public Works Department, however, only three valves were installed in 2016 due to both pricing increase and larger valve sizes, and only 3 valves were installed in 2017 due to pricing increases. Additionally, approximately 30 inoperable valves were identified by the valve exercise program in 2017, which is nearly 60% complete. It is anticipated a total of 60 inoperable valves will need to be addressed as the valve exercise program continues. Staff recommends replacing 4-5 valves annually.

**Project Update**

The 2020-2023 budgets have been changed to reflect a 4-5 valve annual replacement program. Budget projections for FY 2024 have been added.

**Project Alternative**

The alternative is to fund the program at the previous level of \$67,600 and complete three or four valves per year.

**Operating Budget Impact**

Is this purchase *routine*   X   or *non-routine* \_\_\_\_\_?

| ROUTINE                    |                                              |
|----------------------------|----------------------------------------------|
| Account Number/Description | 41838090-470550-80900<br>Valve Installations |
| Maintenance Costs          | Public Works/ Water Fund                     |
| Personnel Costs            | Valve Installations                          |
| Training Costs             | 41838090-470550                              |

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|                                         |      |          |           |
|-----------------------------------------|------|----------|-----------|
| <b>Repairs -Water Transmission Main</b> | 2020 | \$21,000 | Operating |
| Water Fund- Distribution Improvements   | 2021 | \$21,500 |           |
|                                         | 2022 | \$22,000 |           |
|                                         | 2023 | \$22,500 |           |
|                                         | 2024 | \$23,000 |           |

- X Critical
  - Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

This request is for repair of four (4) air relief vents along the water transmission main at a cost of \$5,250 each. Based on a review of plan sets, there are a total of 32 air relief vents in the system with all scheduled for replacement over an eight-year period (2020-2027). The vents are part of the original construction (i.e. 1971 and 1989, two north runs of transmission pipe) and have exceeded their expected useful life.

The Village has a total of four runs of transmission main traversing across the Village. Only the two north runs (i.e. 24” and 36”) have air vents while the other two stretches of transmission pipe do not (i.e. 1955 and 1956 construction). In the fall of 2019, a consultant will be conducting a condition assessment survey of all air vents along the transmission mains. The air vents are spaced approximately 1-mile apart.

These mains are pressurized at the water plant with air pockets developing as the water flows at different subsurface elevations across the Village. The changes in elevation create turbulence, promoting formation of air pockets on the top portion of the pipe. Air pockets slow down flow, restricts the movement of water and could lead to damaging pressure surges. Therefore, the air relief vents assist by releasing built-up air and help to dissipate air pockets that can lead to pressure surges.

**Project Update**

This is a new project request as part of the 2020 CIP Budget.

**Project Alternative**

Delay the project and reschedule the work during later years, although, not recommended as the continued state of disrepair can worsen and become more destructive. If repairs are deferred, the system will be exposed to increased pressure, resulting in pipe fractures.

**Operating Budget Impact**

Is this purchase *routine* \_\_\_\_ or *X* *non-routine*?

| ROUTINE                    |                  |
|----------------------------|------------------|
| Account Number/Description | 41838090-421000- |
| Maintenance Costs          | None             |
| Personnel Costs            | None             |
| Training Costs             | None             |

|                                           |      |          |           |
|-------------------------------------------|------|----------|-----------|
| <b>Unidirectional Water Main Flushing</b> | 2021 | \$45,000 | Operating |
| Water Fund- Distribution Improvements     | 2022 | \$45,000 |           |

- Critical
  - X Recommended
  - Contingent on Funding
- 

**Original Purchase Date & Cost**

N/A

**Funding History**

|      |                                                      |
|------|------------------------------------------------------|
| 2018 | \$30,393 (Year 2) Valve Assessment Study, 650 valves |
| 2017 | \$27,715 (Year 1) Valve Assessment Study, 600 valves |
| 2011 | \$36,750                                             |
| 2010 | \$36,750                                             |
| 2007 | \$24,704                                             |
| 2006 | \$43,209                                             |



**Project Description & Justification**

This project consists of isolating half of the water distribution system and flushing sections of pipe by closing appropriate valves and exercising the hydrants in an organized sequential manner. The American Water Works Association (AWWA) recommends flushing of municipal water distribution systems every two to four years using the unidirectional flushing (UDF) method. This method isolates a particular section of pipe or loop by closing appropriate valves, exercising the hydrants in an organized sequential manner. UDF provides direct flow to the hydrant from one direction, creating a sufficient velocity during the flushing operation to clean out the water main. According to the AWWA, while UDF is more time consuming than conventional hydrant flushing, the cleansing of the pipe interior is superior, with longer lasting results and less degradation of water quality due to stirring up of sediments or loosening of bacteriological growth. This operation was completed in 2006/2007 and most recently in 2010/2011, with half the system completed each year.

**Project Update**

This program (UDF) was initially deferred from 2017-18 to 2020-21 to allow for a valve assessment study (VAS) and inventory of the entire water distribution system. Based on results of the assessment survey, this project will be deferred an additional year (or 2021-2022) to allow for valve repairs.

Valve Assessment Study Findings

On October 24, 2017, the Village Board approved a contract in the amount of \$53,368 with Associated Technical Services (ATS), Villa Park, IL for water main valve assessment and operation with work scheduled over two years (2017-18). The project entailed assessment of all valves in the water distribution system (or 1,250 total). Results of the survey indicate a total of 335 valves in disrepair; including, 180 packing leaks (163 minor, 17 major), 36 inoperable, 31 requiring bonnet bolts and 88 classified as other. In-house staff has already started addressing the minor repairs,

which will continue into YR 2020. Large-scale repairs and valve replacements will be scheduled through the valve replacement program (i.e. CIP Budget –Contractual Services).

In order to properly implement and conduct UDF, the Village needs to ensure all valves are operating properly and be made aware in advance of all locations in disrepair. Therefore, the contractor designing and performing the UDF program will not have to deal with the unknown and have to back track and re-route around broken valves. As part of the assessment, an inventory of all valves (and attributes) will be denoted and uploaded into the Village’s GIS master file. This strategy and approach results in lower costs by reducing redundancies and providing more accurate valve information upfront, translating to a more efficient UDF design and implementation. Having this information is also critical for coordinating a routine, annual valve-exercising program (1/4 of system per year). The anticipated cost for future UDF programs will also drop from \$120,000 (or \$60,000 per year) to \$90,000 (or \$45,000 per year), or possibly even lower, by having a VAS and spatially accurate GIS attribute layer (i.e. water valves) completed upfront.

If approved, the UDF program would be directed through a Request for Bid (RFB) process.

**Project Alternative**

Delay the project and reschedule the work during later years.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                             |
|----------------------------|-------------------------------------------------------------|
| Account Number/Description | 41838090-421000-20110<br>Unidirectional Water Main Flushing |
| Maintenance Costs          | None                                                        |
| Personnel Costs            | None                                                        |
| Training Costs             | None                                                        |

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## Water Main Replacement Program

Water Fund - Distribution Improvements

|      |             |           |
|------|-------------|-----------|
| 2020 | \$2,077,400 | Bond      |
| 2021 | \$2,144,000 | Operating |
| 2022 | \$2,205,000 | Operating |
| 2023 | \$2,268,000 | Operating |
| 2024 | \$2,333,000 | Operating |

- X Critical
  - Recommended
  - Contingent on Funding
- 

### Original Purchase Date & Cost

Unknown

### Funding History

2019 \$1,818,300<sup>1</sup> Operating

<sup>1</sup> = Not constructed at time of budget preparation.

### Project Description & Justification

The Village maintains over 104 miles of water main, with the majority between 50 to 80-years-old. On average, there are 43 water main breaks per year, resulting in an annual average personnel and material cost of approximately \$250,000.

#### Break History:

| Year | Breaks |
|------|--------|
| 2014 | 53     |
| 2015 | 35     |
| 2016 | 32     |
| 2017 | 29     |
| 2018 | 66     |



It has been proven that as water mains become old and reach the end of their useful lives, performance deteriorates resulting in high maintenance costs, loss of hydraulic capacity, reduced water quality, and an increase in customer complaints. The AWWA recommends replacing 1% of the distribution system every year. In order to achieve this rate of replacement, an average budget of \$2.2 million is required annually in order to meet this replacement need.

The Village has one project funded through the North Shore Council of Mayors Surface Transportation Program (STP); Central Avenue Reconstruction (scheduled for 2020). This project requires new water main, which is at the end of its useful service life. Water main is a non-participating STP (federal) cost which must be paid by the Village. The estimated cost for the Central Avenue water main replacement is \$2,077,400.

| Year | Street         | From          | To           | Length (ft) | Cost Estimate |
|------|----------------|---------------|--------------|-------------|---------------|
| 2020 | Central Avenue | Green Bay Rd. | Sheridan Rd. | 5,600       | \$2,077,400   |
| 2021 | TBD            | TBD           | TBD          | 5,490       | \$2,144,000   |
| 2022 | TBD            | TBD           | TBD          | 5,490       | \$2,205,000   |
| 2023 | TBD            | TBD           | TBD          | 5,490       | \$2,268,000   |
| 2024 | TBD            | TBD           | TBD          | 5,490       | \$2,333,000   |

All non-federally funded water main projects will be designed in-house by engineering staff. All expenses associated with outside survey, geotechnical, environmental, and construction material testing engineering services (about 5%) have been incorporated into the cost estimate above per each project.

**Project Update**

The funding requests for 2021-2024 have been updated.

**Project Alternative**

The Department will continue to repair water main breaks on an emergency basis.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

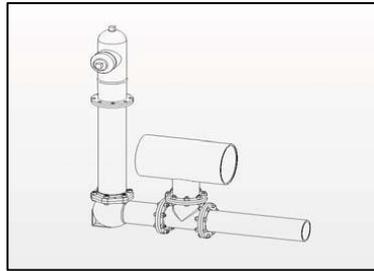
| ROUTINE                    |                                     |
|----------------------------|-------------------------------------|
| Account Number/Description | 41838090-<br>Water Main Replacement |
| Maintenance Costs          | None                                |
| Personnel Costs            | None                                |
| Training Costs             | None                                |

|                                       |      |          |           |
|---------------------------------------|------|----------|-----------|
| <b>Water Main -Surge Suppressors</b>  | 2020 | \$12,000 | Operating |
| Water Fund- Distribution Improvements | 2021 | \$12,000 |           |
|                                       | 2022 | \$12,500 |           |
|                                       | 2023 | \$12,500 |           |

- Critical
- X Recommended
- Contingent on Funding

**Original Purchase Date & Cost**  
N/A

**Funding History**  
2019 \$11,216 (4 units)



**Project Description & Justification**

This project entails the purchase and installation of four-each surge suppressors for the Village’s water distribution system, with 20 units in total over a 5-year period. The suppressors act as a safeguard against harmful water hammer effect and proactively protect the water distribution system. When possible, the work will coincide with routine fire hydrant replacements or water main break repairs, approximately four (4) each year. At the end of 2019, in-house crews will look to install two surge suppressors to the water distribution system.

Water hammer or pressure surge is a common occurrence in water distribution systems and triggers whenever water is forced to stop or change direction suddenly, such as, when a valve closes or a fire hydrant opens abruptly. Other system actions precipitating water hammering include: fast startup or shutdown of pumps, power interruptions, check-valves slamming shut on reverse flow and water column separation. While the water hammer effect occurs on year-round basis, it is most prevalent during summer months when water demand is at its peak and hydrant flushing is commonplace.

When combined with other factors, such as weakened pipes, water hammer can result in water main breaks. The average repair cost of a water main break is \$5,000-\$6,000 per occurrence. The surge suppressors provide benefit by absorbing the pressure increases as compared to snapping or cracking the water pipes. The new installs will be strategically located in problematic areas or those prone to water main breaks. Staff also recommends inclusion of these devices with water main improvement projects and areas where it ties into old water distribution system.

**Project Update**

This is the second of a five-year project, submitted as part of the 2019 CIP Budget.

**Project Alternative**

Delay the project and reschedule the work during later years.

**Operating Budget Impact**

Is this purchase *routine* \_\_\_\_ or *X* *non-routine*?

| ROUTINE                    |                       |
|----------------------------|-----------------------|
| Account Number/Description | 41838090-470550-80847 |
| Maintenance Costs          | None                  |
| Personnel Costs            | None                  |
| Training Costs             | None                  |

|                                                     |      |          |           |
|-----------------------------------------------------|------|----------|-----------|
| <b>Fire Hydrant Painting, Testing and Abatement</b> | 2020 | \$18,860 | Operating |
| Water Fund- Distribution Improvements               | 2021 | \$19,595 |           |
|                                                     | 2022 | \$19,655 |           |
| - Critical                                          | 2023 | \$20,295 |           |
| X Recommended                                       | 2024 | \$19,135 |           |
| - Contingent on Funding                             |      |          |           |

**Original Purchase Date & Cost**

N/A

**Funding History (Painting)**

| Year | Total Cost | Qty. |
|------|------------|------|
| 2019 | \$9,968    | 112  |
| 2018 | \$8,400    | 112  |
| 2017 | \$10,350   | 138  |
| 2016 | \$6,450    | 86   |
| 2015 | \$6,450    | 86   |
| 2007 | \$36,221   | n/a  |



**Project Description & Justification**

For 2020, this project entails fire hydrant refurbishing/painting, lead paint testing and lead paint abatement. Denoted in the table below is breakdown of the costs for these three services.

|                        | Qty. | Unit Cost | Total Cost      |
|------------------------|------|-----------|-----------------|
| Fire Hydrant Painting  | 112  | \$89      | \$9,968         |
| Fire Hydrant Testing   | 143  | \$16      | \$2,288         |
| Fire Hydrant Abatement | 12   | \$550     | \$6,600         |
|                        |      |           | <b>\$18,856</b> |

Fire Hydrant Painting

The Village has a total of 1,009 fire hydrants (977 public, 32 private) connected to its water distribution system. Fire hydrant refurbishing/painting includes: abrasive blasting, priming and painting of approximately 112 fire hydrants. Over time, the condition of the paint deteriorates, exposing bare metal leading to corrosion, attributed to continual, open exposure to the elements (i.e. UV exposure, road salt spray, etc.). As a result, painting is viewed as an ongoing routine maintenance project, which should be performed periodically, preferably annually. Fire hydrants appear in like new condition after refurbishing.

Fire hydrant painting has historically been performed under a joint purchase contract through the Municipal Partnering Initiative (MPI). The current three-year contract extends through YR 2021 and provides the following unit pricing: \$89 (2019), \$91 (2020) and \$93 (2021). The scope of work requires prevailing wage labor rates.

Since YR 2015, a total of 534 fire hydrants (or 55%) have been refurbished. Based on continuation of funding to support refurbishing of 112 fire hydrants annually, all fire hydrants will be completed by YR 2023, reflecting a nine-year cycle. Moving forward, the 2024 budget amount reflects painting of 98 fire hydrants or 10-year cycle.

**Fire Hydrant Testing**

As past practice, the Village conducts random testing for lead paint prior to proceeding ahead with fire hydrant refurbishing. The Village received its first positive test result in 2017. After receipt, the Village began testing all fire hydrants ahead of scheduled refurbishing as the painting contract only addresses those containing no-lead paint. For example, in preparation for 2017 and 2018, all fire hydrants located east of Green Bay Rd were tested and 33 came back testing positive (or 15%). Additional testing in YR 2019, area located just west of Green Bay Rd, revealed 27 fire hydrants containing lead paint. In total, 280 fire hydrants have been tested with 60 hydrants testing positive for lead paint.

For YR’s 2020-2024, staff recommends testing the remaining balance of fire hydrants (or 711 total), spread equally across the five years (or 142-143 fire hydrant per year) at an estimated total cost of \$12,086 (\$17 per unit). The final results will assist in finalizing budgets for future fire hydrant refurbishing and lead paint abatement.

**Lead Paint Abatement – Fire Hydrants**

For hydrants containing lead paint, the Village secured a licensed abatement firm to remediate two (2) fire hydrants and four light poles as part of a pilot project (YR 2018), and nine light poles and one hydrant in YR 2019. Staff contacted several licensed lead paint abatement firms and obtained proposals from two vendors. The lowest proposal was \$525 per fire hydrant which is significantly cheaper than the replacement cost of a fire hydrant (\$2,300-material only). The program was successful and staff recommends continuation of this program for lead paint abatement.

Staff recommends remediating all of the currently known hydrants containing lead paint (57 total) over a five-year period with 12 fire hydrants scheduled for YR 2020 at a projected cost of \$6,600 (or \$550 ea.). The remediated hydrants would then be painted under the regular fire hydrant painting program.

**Project Update**

Starting in YR 2020, the cost of abatement (\$6,600) and lead paint testing (\$10,665) was added to the budget.

**Project Alternative**

The alternative is to delay the project and reschedule the work during later years and/or schedule testing and abatement services over multiple years instead of one year.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                                                |
|----------------------------|------------------------------------------------|
| Account Number/Description | 41838090-470550-80306<br>Fire Hydrant Painting |
| Maintenance Costs          | None                                           |
| Personnel Costs            | None                                           |
| Training Costs             | None                                           |

|                                                 |      |          |           |
|-------------------------------------------------|------|----------|-----------|
| <b>Hydraulic Modeling and Fire Flow Testing</b> | 2020 | \$20,000 | Operating |
| Water Fund- Distribution Improvements           | 2021 | \$10,000 |           |
|                                                 | 2022 | \$10,000 |           |
|                                                 | 2023 | \$10,000 |           |
|                                                 | 2024 | \$10,000 |           |

- Critical  
X Recommended  
- Contingent on Funding

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**Original Purchase Date & Cost**

N/A

**Funding History**

N/A

**Project Description & Justification**

This CIP request is for hiring an engineering consultant to review, update and calibrate the Village’s current hydraulic model report (i.e. water distribution system). The consultant will be asked to utilize the Village’s updated GIS water asset layers. The model was last updated in 2016 and requires periodic updates due to ongoing water main system improvements. Periodic updates also assist in identifying future areas for improvement. The updated model would then be calibrated through a series of 20 fire flow tests. Calibration would continue each year thereafter. For YR 2020, scope of work includes updates to model, calibration of model and 20 fire flow tests. Ensuing budget years (2021-2024) include further calibration through 20 fire flow tests.

Background

In 2016, the Village performed a Water Distribution System Assessment Study that identified areas within the Village’s water distribution system for water improvements to enhance fire flow and to reduce water main breaks or other failures. This study has led to a long term capital improvement project for water main replacement.

In reviewing the study, the hydraulic model estimated fire flows throughout the Village. Approximately every five years, the Village is reviewed by a company called the ISO (Insurance Services Office). The ISO creates ratings for fire departments and their surrounding communities. The ratings calculate how well-equipped fire departments are to put out fires in that community including how well equipped the community is with their water distribution system. An ISO fire insurance rating, also referred to as a fire score or Public Protection Classification (PPC), is a score from 1 to 10 that indicates how well-protected your community is by the fire department. In the ISO rating scale, a lower number is better: 1 is the best possible rating and the Village is currently rated as a 2. The ISO will allow the use of a calibrated hydraulic water distribution system model, along with actual fire flow tests performed in the field to calibrate the computer model. Fire flow tests are important as the tests demonstrate the firefighting potential of the water system and provide

important data in the design of fire protection systems for buildings in the Village. The Fire Department is requesting that at least twenty (20) field fire flow tests per year to regularly calibrate the model.

Since the Village has a slightly outdated computerized hydraulic water distribution model from 2016, staff researched the requirements of using this model in conjunction with the ISO review and to review how the future water main improvements improve the water systems overall performance. The requested funds would provide for the third party consultant to update the current water model and to take the data from fire flow tests to ensure that the model is calibrated to mimic the real system. The ISO will accept the use of a calibrated model and field fire flow tests in their review. Developers can also use this model to obtain fire flow results without performing actual fire flow tests thus saving time and water when considering developing properties within the Village.

There would be an ongoing annual costs to maintain the model to incorporate any physical water system improvements and incorporate the data from approximately twenty (20) fire flow tests per year. The higher initial cost is to bring the 2016 model up to date then there is an annual lower cost for the ongoing maintenance/updating efforts.

**Project Update**

This is a new request submitted as part of the 2020 CIP Budget.

**Project Alternative**

The alternative is to delay the project.

**Operating Budget Impact**

Is this purchase *routine*  X  or *non-routine*?

| ROUTINE                    |                 |
|----------------------------|-----------------|
| Account Number/Description | 41838090-420020 |
| Maintenance Costs          | ongoing         |
| Personnel Costs            | None            |
| Training Costs             | None            |

## **BUDGET GLOSSARY OF TERMS**

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## Budget Glossary

|                                                           |                                                                                                                                                                                                             |
|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Accrual:                                                  | A basis of accounting in which revenues are recognized in the accounting period they are earned and become measurable. Expenditures are recognized in the period that they are incurred, if measurable.     |
| Advanced Life Support (ALS):                              | A level of emergency care provided by the Wilmette Fire Department. Fire fighter/paramedics are trained to use intravenous therapy, drug therapy, intubation and defibrillation.                            |
| Area Wide Law Enforcement Radio Terminal System (ALERTS): | Allows officers access to driver's license, registration, warrant and other computerized law enforcement data. The ALERTS system also provides for inter-car communications via in-car data terminals.      |
| Appropriation:                                            | A legislative authorization for expenditures for specific purposes within a specific time frame.                                                                                                            |
| Assessed Value:                                           | The value placed on real and other property as a basis for levying taxes.                                                                                                                                   |
| Balanced Budget:                                          | A balanced budget occurs when total revenues equal total expenditures for a fiscal year.                                                                                                                    |
| Budget:                                                   | A description of the spending and general financial plans that focus on the accomplishment of specific goals and objectives established by the Village Board over a specified time period.                  |
| Budget Reserve:                                           | A portion of a fund that is restricted for a specific purpose and not available for appropriation.                                                                                                          |
| Business Development Advisory Group (BDAG):               | An advisory body to the Village Board responsible for researching, discussing and recommending business development initiatives. The group is comprised of local business leaders and two Village Trustees. |
| Capital Improvements / Capital Outlay:                    | Projects or products that are long-term assets. These expenditures generally have estimated useful lives of two years or longer and typically are in excess of \$10,000.                                    |

# Budget Glossary

|                                    |                                                                                                                                                                                                                                                                                                                  |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Capital Improvement Program:       | A ten-year projection of the Village's capital improvement needs. The program also includes the source of funding for each particular project. The first year of the program represents the current fiscal year capital budget.                                                                                  |
| Cash-basis:                        | A type of accounting in which revenue and expenditure transactions are recognized only when cash is increased or decreased.                                                                                                                                                                                      |
| Communications Device:             | The use of the budget as a means to communicate the process for preparing, reviewing, and adopting the budget for the coming fiscal year including summary information, an overview of significant budgetary issues, trends, and resource choices.                                                               |
| Computer Aided Design (CAD):       | A software program that assists in the design of infrastructure improvements.                                                                                                                                                                                                                                    |
| Congestion Mitigation Air Quality: | The CMAQ program is one source of funds for Transportation Control And Measures (TCM) employed for the purposes of reducing congestion and improving air quality.                                                                                                                                                |
| Contingency Program:               | The budget program in the General Fund used for unforeseen expenditures which may become necessary during the year and for which appropriations have not been provided.                                                                                                                                          |
| Debt Service:                      | The payment of principal and interest on borrowed funds. The Village has debt service for general obligation bonds, Water Fund debt obligations (water revenue bonds and general obligation bonds paid from water revenues), Environmental Protection Agency loans, and obligations under installment contracts. |
| Department:                        | A major administrative division of the Village with overall management responsibility for an operation or a group of related operations within a functional area. A department may have more than one program and may be accounted for in more than one fund.                                                    |
| Encumbrances:                      | Commitments related to unperformed contracts for goods or services. These are not legal liabilities of the Village but represent a reservation of funds.                                                                                                                                                         |
| Emerald Ash Borer:                 | The Emerald Ash Borer (EAB) is a destructive, small, metallic-green beetle native to Asia that only attacks ash trees.                                                                                                                                                                                           |

## Budget Glossary

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|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enterprise Fund:                                 | A fund used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful for sound financial administration. The Parking Meter Fund, Sewer Fund and Water Fund are examples of Village enterprise funds. |
| Environmental Protection Agency (EPA):           | Federal regulatory agency that provides for the protection of the environment.                                                                                                                                                                                                   |
| Financial Plan:                                  | The use of the budget as a means to summarize the Village's finances including revenues and other financing sources, and of expenditures and other financing uses for the prior year actual, the estimated current year actual, and the proposed budget year.                    |
| Fiscal Year (FY):                                | A time period for which the Village's finances are recorded and maintained. The Village's fiscal year is a calendar year.                                                                                                                                                        |
| Fixed Assets:                                    | Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture and other equipment.                                                                                                                                        |
| Fund:                                            | An accounting entity comprised of a group of self-balancing accounts.                                                                                                                                                                                                            |
| Fund Balance:                                    | The difference between revenues and expenditures. A negative fund balance is called a deficit. A fund balance in an enterprise fund is referred to as retained earnings.                                                                                                         |
| Generally Accepted Accounting Principles (GAAP): | The standards used for financial report preparation, as determined by the Governmental Accounting Standards Board (GASB), so that the Village's financial statements may be fairly compared to prior reports and to the reports of other governmental entities.                  |
| General Fund:                                    | The major fund in most governmental units, the general fund accounts for all activities not accounted for in other funds. Most tax funded functions are accounted for in the general fund.                                                                                       |
| Geographic Information System (GIS):             | A software program that is a collection of people, data, procedures and systems that enable data to be stored and maintained geographically.                                                                                                                                     |
| Government Finance Officers Associations (GFOA): | An associations that aims to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and practices.                                                                                               |
| Global Positioning System (GPS):                 | Equipment that has the ability to survey the location of an object.                                                                                                                                                                                                              |

# Budget Glossary

Governmental  
Accounting Standards  
Board (GASB):

An independent board that establishes standards of financial accounting and reporting for state and local governmental entities. Its standards guide the preparation of external financial reports of those entities.

Governmental Fund:

The focus of governmental funds' measurement is upon the determination of financial positions and changes in financial position rather than upon net income

Home Rule:

A home rule unit of local government, pursuant to the Illinois State Constitution, 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 the public health, safety, morals and welfare; to license; to tax and to incur debt (unless the Illinois General Assembly specifically denies or limits a home rule power by a law).

Illinois Environmental  
Protection Agency  
(IEPA):

State regulatory agency that provides for the protection of the environment.

Illinois Municipal  
Retirement Fund  
(IMRF):

State mandated pension fund for all full-time and eligible part-time Village employees, except sworn fire and police employees.

Insurance Services  
Office (ISO):

A non-profit organization that assesses a Fire Department's ability to provide fire services to a community.

Information System:

A term used to broadly define computer operations and the processing of automated information in the Village organization.

Infrastructure

Maintenance Fee (IMF):

A 1% telecommunications tax collected by all telecommunications companies, beginning in 1998. Prior to this time, telecommunications carriers paid a franchise fee to the Village for the privilege of using the public rights of way.

Intergovernmental Risk  
Management Agency

(IRMA):

A public entity risk pool comprised of seventy-three public entities in northeastern Illinois that have joined together to manage and fund their property/casualty/workers' compensation claims through a comprehensive risk management program. The Village has been a member since 1995.

## Budget Glossary

|                                                                      |                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Joint Utility Locating Information for Excavators (JULIE):           | The Village uses this service to make arrangements for the prompt locating of all Village utilities in areas scheduled for construction work.                                                                                                                                                                     |
| Levy:                                                                | To impose taxes for the support of government activities.                                                                                                                                                                                                                                                         |
| Long-term Debt:                                                      | Financial obligation with maturity of more than one year after the date of issuance.                                                                                                                                                                                                                              |
| Metropolitan Water Reclamation District of Greater Chicago (MWRDGC): | The agency that stores and treats sanitary sewage waste for the City of Chicago and 124 suburban communities, including Wilmette.                                                                                                                                                                                 |
| Modified Accrual:                                                    | A basis of accounting in which revenues are recognized in the period they become available and measurable. Expenditures are recorded when the related fund liability has been incurred or the invoice is received.                                                                                                |
| Moody's Investment Rating Service:                                   | An independent agency that analyzes the financial credit ratings of organizations. The ratings are based on debt issuance that carry a three letter coding. The Village possesses the highest rating level, which is Aaa.                                                                                         |
| Motor Fuel Tax (MFT):                                                | Revenue allocated by the state to municipalities for funding street improvements.                                                                                                                                                                                                                                 |
| Mutual Aid Box Alarm System (MABAS):                                 | The mutual aid box alarm system (MABAS ) was established to provide a swift, standardized and effective method of mutual aid assistance for extra alarm fires and mass casualty incidents. The MABAS system is divided into over 20 Divisions from the communities along I-53 and the Northwest Tollway corridor. |
| National Pollutant Discharge Elimination System (NPDES):             | Permit program that controls water pollution by regulating point sources that discharge pollutants into waters of the United States.                                                                                                                                                                              |
| Non-Operating Expenditures:                                          | Capital outlay items and other non-recurring or irregularly recurring items.                                                                                                                                                                                                                                      |

# Budget Glossary

- Non-Operating Revenues: Revenues that do not recur annually or are so unstable that they cannot be relied upon to finance operating expenditures. Examples include bond proceeds and grants.
- North Regional Telecommunications Network (NORCOM): A regional communications system comprised of eleven area Police Departments that utilize eight radio channels. Wilmette shares its local dispatch channel with Glencoe, Kenilworth, Northfield and Winnetka.
- North Suburban Employee Benefit Cooperative (NSEBC): An intergovernmental health insurance cooperative comprised of nine local governments and agencies established to provide and administer employee health and dental insurance to eligible employees of the member agencies.
- Northeastern Illinois Public Safety Training Academy (NIPSTA): Several area agencies, including Wilmette, are members of NIPSTA. The goal of NIPSTA is to provide specialized instruction and training to fire, police and public works personnel. The NIPSTA facility is located in the Village of Glenview.
- Northern Illinois Police Alarm System (NIPAS): A cooperative agreement among 90 area law enforcement agencies to address emergency law enforcement needs which exceed the capabilities of any single member agency.
- Northwest Municipal Conference (NWMC): A council of government comprised of over 40 municipalities and townships in the north and northwest suburbs. The NWMC provides legislative lobbying and information services, joint purchasing programs and other programs of joint interest to its members.
- Operations Guide: The use of the budget as a means to describe the operations, activities, services and functions carried out by the Village's organizational units.
- Operating Expenditures: Expenditures that generally recur annually and are expected to continue in the future unless service levels are impacted.

## Budget Glossary

|                                                      |                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Operating Revenues:                                  | Revenues that recur annually with reasonable stability. By Village policy, operating revenues should exceed operating expenditures on an annual basis.                                                                                                                                   |
| Personnel Expense:                                   | The classification of all salaries, wages, and fringe benefits expenditures.                                                                                                                                                                                                             |
| Police Information Management System (PIMS):         | A computerized record system developed and maintained by the State of Illinois Criminal Justice Information Authority.                                                                                                                                                                   |
| Policy Document:                                     | The use of the budget as a means to translate policy into specific programs and activities. The budget reflects the Village's commitment to certain entity-wide non-financial goals, even though the ultimate achievement of those goals may be beyond the period covered by the budget. |
| Program:                                             | A division of the budget dedicated to a particular purpose in order to identify the costs related to that purpose.                                                                                                                                                                       |
| Proprietary Fund:                                    | See Enterprise Fund.                                                                                                                                                                                                                                                                     |
| Retained Earnings:                                   | See Fund Balance.                                                                                                                                                                                                                                                                        |
| Self-Contained Breathing Apparatus (SCBA):           | Personal protective equipment worn to protect individuals from exposure to environments hazardous to the respiratory system.                                                                                                                                                             |
| Special Revenue Fund:                                | A fund used to accounts for revenues legally earmarked for a particular purpose.                                                                                                                                                                                                         |
| Strategic Planning:                                  | The process of determining the Village's goals and then identifying the best approach for achieving those goals.                                                                                                                                                                         |
| Street and Alley Maintenance Program (SAMP):         | A program for the general maintenance of street and alleys in the Village.                                                                                                                                                                                                               |
| Solid Waste Agency of Northern Cook County (SWANCC): | A consortium of twenty-three municipalities, including the Village of Wilmette, empowered to finance, plan, construct and operate a solid waste disposal system for its members.                                                                                                         |

## Budget Glossary

Supervisory Control  
And Data

Acquisition (SCADA): Computer system that assists in the operation of the water purification and distribution process.

Telecommunications

Tax: A tax on the gross sale of telecommunications services by telecommunications providers.

Transfers:

Movements of resources between two Funds. For Wilmette, transfers regularly occur from the Water, Sewer and General Funds into the Illinois Municipal Retirement Fund and Workers' Compensation Fund. A portion of the profits generated by the Water Fund is also transferred to the General Fund annually.

Water Plant  
Risk Management  
Plan (RMP):

A risk management plan that provides for the chlorination process, chlorine safety procedures and a plan for chlorine leak mitigation.