



# 2022 Budget

# Village of Wilmette

## 2022 Budget

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October 12, 2021

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 2022 Budget, covering the Village's fiscal year from January 1, 2022 through December 31, 2022.

This is an exciting time to be a Wilmette resident, business owner or employee as the Village is undertaking a series of initiatives to enhance the quality of life in our community. During the course of 2021 the Village adopted an Active Transportation Plan as well as a Sustainability Plan, initiated a Comprehensive Planning Process, continued its ardent investment in critical infrastructure including streets, water, and sewer, and prudently studied its finances to responsibly spend down excess reserves on long-term investments such as pensions, infrastructure and long-deferred facility repairs.

This is all made possible thanks to the collaborative approach undertaken by the Village Board and Staff to improve and maintain the Village's strong financial position. By focusing on reducing recurring expenses, identifying structural efficiencies, and taking a prudent, responsible approach to revenue projections, the Village's financial position, despite the impacts of the COVID-19 pandemic in 2020, is as strong as it has ever been.

This strong financial position enables the Village to mitigate the impact of its operations on taxpayers to an extent not seen in decades. The Proposed 2022 Budget includes:

- A 2.46% property tax levy increase, the lowest such increase in 24 years
- No increase to water or sewer rates
- A \$40 increase to the Stormwater Utility Fee to fund the ongoing Neighborhood Storage Improvement project; the 2022 rate will be \$77 less than anticipated when the project was initially approved
- No increase to public safety pension contributions for only the third time in the last 20 years
- No other tax or fee increases



The Village's strong financial position is a result of sound and deliberate financial planning which has provided the flexibility to respond quickly to a crisis such as the COVID-19 pandemic. They include:

- Maintenance of the Village's Aaa bond rating (Moody's highest possible rating)
- Consistently meeting or exceeding actuarially-required pension contributions, despite a greater than 900% increase in public safety pension contributions since 1998
- Modifying 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 each year since 2009
- Revitalization of downtown Wilmette, investing in business promotion, lighting and streetscape improvements in multiple business districts in order to help generate economic activity and increase 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
- Committing to a greater annual investment in the Village's roadway infrastructure to improve road conditions over time and prevent future additional expenses that would be incurred due to potential underinvestment in the road program

Accordingly, General Fund reserves totaled \$14.8 million at the start of 2021, as compared to 2009 when 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.

To that end, in 2021 the Village Board amended its Budget Reserve Policy establishing a target reserve level equal to 30% of expenses, which is consistent with the bond rating agencies expectations for Aaa rated communities. As part of this Policy, reserves in excess of 30% will be drawn down over time and allocated to infrastructure and/or public safety pensions. This ensures the Village is not taxing its residents more than necessary in the short-term while reducing future financial obligations through prudent and proactive investments.

### **Looking Ahead to Our Future**

When the budget was prepared, four primary challenges were identified which required the Village's attention. If we continue to manage these challenges in a patient and thoughtful way, keeping them at the forefront of our long-term planning, the Village will be well-positioned to mitigate the impact of its operations on taxpayers while

continuing to make significant infrastructure investments. Accordingly, the Village's management team will continue to focus on:

- The COVID-19 pandemic and its long-term impacts on the economy and consumer behavior
- Uncertain revenue growth and increasing operating expenses
- Increasing debt obligations associated with long-term capital needs
- Public safety pension funding

### **COVID-19 Pandemic**

The pandemic was a shock to the national, regional, state, and local economies in 2020. Given the uncertain economic outlook, the Village budgeted a \$1.2 million reduction in economically sensitive revenues for 2021. Fortunately, revenues such as sales tax, real estate transfer tax, building permits, and income tax have far exceeded expectations due to pent up consumer demand and have returned to, or in some cases exceeded, pre-pandemic levels.

However, the pandemic's impact on long-term consumer behaviors, as well as on the State of Illinois' budget, are unknown and could impact major revenue sources moving forward. Additionally, the impact of current pandemic restrictions, as well as consumer hesitation as it relates to indoor dining and entertainment, remain as risks for the restaurant industry which has become a major sales tax generator in Wilmette. The Village Staff will closely monitor the impacts of the pandemic throughout the course of 2022 and provide regular financial updates to the Village Board to ensure we are able to quickly adapt to changes in the economic outlook.

### **Uncertain Revenue Growth and Increasing Operating Expenses**

A major reason the Village's General Fund reserve has grown over time is due to more than \$5.5 million in non-recurring building permit revenues since 2012. Because such permit revenues are highly unpredictable and cannot be relied upon in future years, the Village has responsibly earmarked these revenues for capital improvements, paying down the public safety pension unfunded liability, and for one-time initiatives such as the Comprehensive Plan as opposed to ongoing operational needs. This has positioned the Village to weather unanticipated crises such as COVID-19 without reducing service levels.

Prior to the Pandemic, recurring revenues such as sales tax, building permits, utility tax and real estate transfer tax had stagnated or declined. With the Village Board appropriately holding the line on fee increases and limiting property tax increases to the greatest extent practical, this meant that the Village became more reliant on the health of the overall economy to drive revenue increases.

In order to provide core municipal services at the level residents expect of their local government, economically sensitive revenues will need to grow each year at a pace that

is significantly greater than had been the case prior to the Pandemic. Absent such revenue growth, the Village may be faced with structural deficits in future General Fund budgets which could necessitate service reductions and/or greater than anticipated tax levy increases.

Given the robust economic recovery experienced in 2021 which is described in greater detail below, there is much uncertainty in regards to future year revenue growth. Village Staff will be closely monitoring revenues during the course of 2022 to help inform long-term financial planning. Recognizing that revenues are only one component to responsible budgeting, the Village has and will continue to closely monitor expenditures and proactively implement changes as appropriate to minimize the Village's reliance on economically sensitive revenue growth without impacting core services.

### **Increasing Debt Obligations & Long-Term Capital Needs**

In 2022, Wilmette will be celebrating its Sesquicentennial, marking its 150<sup>th</sup> anniversary. A community of this age requires significant ongoing investment in its infrastructure and over the next decade, the Village projects a Capital Investment Program totaling over \$210 million. Major components of this program include but are not limited to:

- Neighborhood Storage Stormwater System Improvements: \$28 million remaining of the total \$68 million investment
- Infrastructure (Roads/Alleys/Active Transportation): \$5-6 million annually
- Water Plant Improvements: \$20 million
- Police Station: \$25 million
- Lead Service Line Replacements: \$TBD; potential \$60 million liability

Mindful of the impacts of these projects on taxpayers, the Village has carefully developed a long-term strategy to manage the implementation of these projects (the lead service line replacements is a new requirement which is discussed below). Through maintenance of the Village's Aaa bond rating to keep borrowing costs low, and prudent capital planning, we are able to strategically layer in new debt service over time, or utilize one-time resources such as reserves and grants, to mitigate the financial impact. Continued adherence to long-term strategic thinking will help to ensure that these critical projects can be completed while limiting tax and fee increases as much as possible.

#### *Neighborhood Storage Stormwater System Improvements*

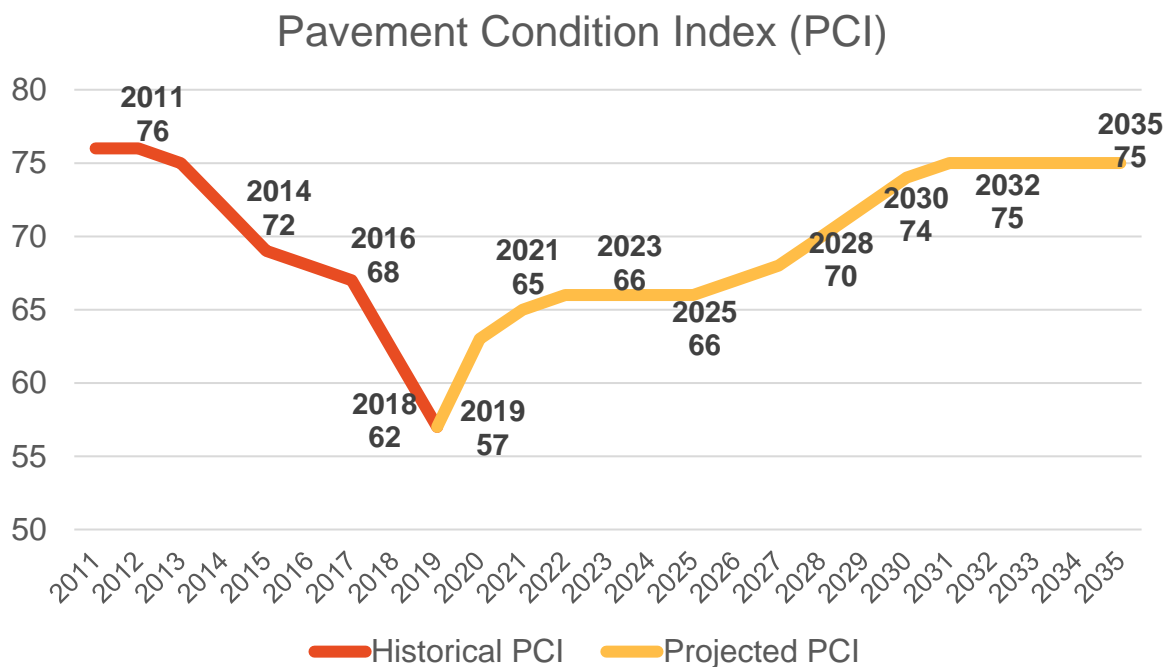
Following completion of the \$24 million sanitary sewer improvements in 2014, which, to date, has kept millions of gallons of mixed sanitary sewage and stormwater from backing up into west side residents' basements, the Village Board completed an intensive study of the storm sewer system west of Ridge Road. The \$68 million Neighborhood Storage Improvement Project will provide much needed flood relief to thousands of Wilmette residents. The first two phases of the project were successfully completed in

2020 and 2021 with new sewers constructed in the Village rights-of-way and underground reservoirs at Community Playfields and Hibbard Park; construction of the final phase of the project, a reservoir at Thornwood Park along with additional storm sewers, is budgeted for 2022 at an estimated cost of \$25 million.

### *Infrastructure (Roads/Alleys/Active Transportation)*

During the Great Recession, the Village's investment in its infrastructure was necessarily limited. Since 2015, the Village Board has added nearly \$1.3 million to the annual road program and restored funding to the alley repair program, brick street renovation as well as other important maintenance projects. 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, a 0.9% increase in the 2017 property tax levy and a 2.69% increase in the 2019 tax levy. The Village must remain committed to addressing the condition of its roadway system by continuing to plan and invest in an aggressive manner. To that end, annual funding for road resurfacing is projected to increase by an additional \$1.75 million in 2026 as existing debt service is retired.

Through this thoughtful planning, the Village's road condition is projected to improve over time as depicted below (projections subject to change following network-wide inspections in 2022). Importantly, by the end of 2022, the Village will have resurfaced all streets which, based on a 2019 condition survey, were in 'Serious' condition (11% of the roadway inventory was rated as 'Serious' at that time). This is a significant accomplishment which demonstrates the value of aggressively investing in our infrastructure.



In addition to continuing to invest in road resurfacing, new initiatives such as pedestrian and bicycle improvements as part of the Active Transportation Plan, street

patching, pavement rejuvenation, traffic calming, and other similar important maintenance programs will require additional funding as existing dedicated revenues are not sufficient to meet ongoing needs. Over the next two years, General Fund reserves along with grant funds from the Rebuild Illinois initiative can help finance these programs, however, additional revenue sources will be required in future years.

### *Water Plant Investment*

The Water Plant is the Village's most important and valuable asset, producing water for nearly 150,000 Illinois residents, the vast majority of which are outside Wilmette's boundaries. As a result, the Village receives more than \$6 million in wholesale water revenue which helps to support ongoing maintenance of the Water Plant and reduces the General Fund's reliance on property taxes through an annual \$1.3 million fund transfer. In 2021 the Village completed an \$8.8 million upgrade of the electrical system at the Water Plant which included two new back-up generators to ensure redundancy in the event of a power failure. Additional projects at the Water Plant, at a projected cost of \$20 million, will require debt issuances between 2022 – 2026. These projects include treatment process improvements and replacement of a water intake in Lake Michigan.

### *New 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, which is no later than 2027 and possibly earlier. This will allow the Village to construct a new station, at a projected cost of \$25 million, without an increase to the property tax levy. The Village will plan other infrastructure investments with this project in mind to maintain the debt service flexibility noted above.

### *Lead Service Line Replacements*

In 2021 the Illinois General Assembly passed Public Act 102-0613 which will require the eventual removal of all lead services lines across the State of Illinois. The Act requires:

- An inventory of all lead service lines in Wilmette by 2024 (estimate of 3,000 lead lines)
- Replacement of all lead service lines in Wilmette from 2025 – 2042 (17-year replacement schedule at an estimated cost of \$60 million)
- The replacement of any lead service line when a water main is replaced or a repair made to a service line (estimated annual cost of more than \$400,000)

The Village Board will be studying this issue further in 2022 to determine an appropriate strategy to implement the new State law. At the same time, Staff will be

closely monitoring Federal legislation which may include funds to assist in lead service line removals.

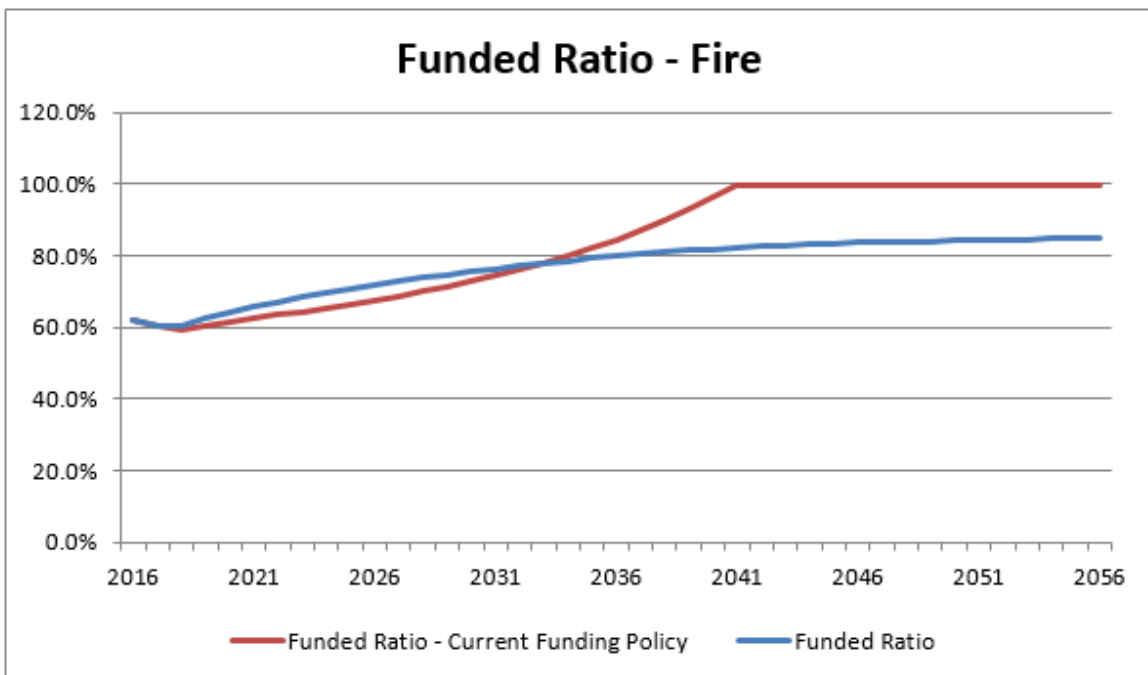
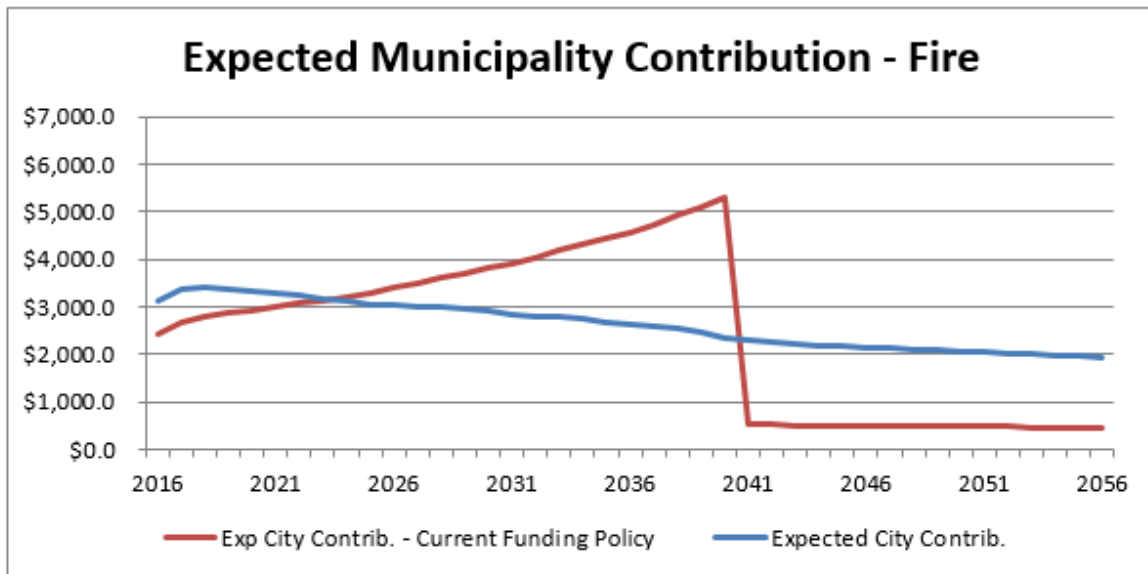
### *Public Safety Pension Funding*

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. Despite the implementation of a new, less lucrative pension plan for public safety officers hired on or after January 1, 2011, the General Assembly has continued to enhance benefits thereby limiting the financial relief that had been anticipated.

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 General Assembly approved benefit enhancements for public safety officers.

	1998	2022
<b>Village Contribution</b>	\$596,800	\$6,081,000
<b>Pensions as a % of Tax Levy</b>	8%	27%
<b>Pensions as a % of General Fund Expense</b>	3%	16%
<b>Total Pension Liabilities</b>	\$-2.7 million (over funded)	\$53 million under funded
<b>Funded Status</b>	Police: 105.67% Fire: 106.90%	Police: 69.3% Fire: 64.8%

In 2019 the Village Board 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. In 2020 and 2021 the Village contributed nearly \$700,000 in General Fund reserves as well as \$485,000 from property tax levy increases to begin the four-year transition to the new amortization schedule. In 2022 and 2023, an additional \$500,000 and \$50,000 respectively will be allocated from reserves with the transition scheduled to be completed in 2023. While initial projections also called for a \$340,000 increase in the property tax levy for 2022 to finance the transition, favorable investment returns will allow the Village to keep the public safety pension portion of the tax levy flat in 2022. While the Village has the flexibility to reduce the pension portion of the levy in 2022, Staff

recommends maintaining current funding levels due to the unfunded liability noted above and the likelihood that Springfield will continue to enhance benefits without corresponding financial support. The Finance Committee of the Village Board will be meeting in late October to review funding options.

### The Impact of These Challenges on Wilmette Taxpayers

The Village's long-term planning is focused on being good stewards of taxpayer dollars and we remain committed to doing the same moving forward. To that end, it is imperative to take a long-term, thoughtful view to address these challenges. By planning ahead, we can limit the impact on taxpayers while ensuring adequate investment in our infrastructure and the continued provision of exceptional municipal services.

The projections below include completion of the Neighborhood Storage Improvement project based on our most recent bond issuance, continued investment in the road infrastructure program, completing implementation of the 15-year rolling amortization for the public safety pension funds, an annual water main replacement program starting in the mid-2020's, continued annual investment in the sewer and water systems, and a new solid waste contract in 2024. Not included are the impacts of the new lead service line requirements discussed previously.

	<b>2022 Budget</b>	<b>2023 Projection</b>	<b>2024 Projection</b>	<b>2025 Projection</b>	<b>2026 Projection</b>
<b>Tax Levy</b>	2.46%	3.33%	2.39%	2.21%	2.34%
<b>Water Rate</b>	\$2.75/unit	\$2.75/unit	\$2.75/unit	\$2.75/unit	\$2.75/unit
<b>Sewer Rate</b>	\$4.40/unit	\$4.40/unit	\$4.40/unit	\$4.40/unit	\$4.40/unit
<b>Stormwater Fee</b>	\$215	\$215	\$230	\$275	\$360
<b>Refuse Fee</b>	\$23.75/month	\$25/month	\$28/month	\$29/month	\$30/month
<b>Vehicle Fee</b>	\$80	\$80	\$80	\$80	\$80

### 2022 Proposed Budget

In accordance with the Village's General Fund Reserve Policy, the 2022 Budget will spend down reserves by more than \$2.2 million:

- Public safety pension funding- transition to 15-year amortization (\$500,000)
- Capital Equipment Replacement Fund (\$135,000)
- Infrastructure Improvements (\$1.1 Million)
  - Road resurfacing (\$500,000)



- Ouilmette Way alley improvements (\$150,000)
- Active transportation (\$120,000)
- Streetlight pole painting and luminaire replacement (\$108,000)
- Infrastructure Investment Program deficit (\$147,000)
- Parking lot repaving (\$52,000)
- Streetscape furniture replacement (\$25,000)
- Facility Repairs and Technology Improvements (\$500,000)
  - Public Works roof replacement (\$184,000)
  - Public Works flooring replacements (\$97,000)
  - Village Hall carpeting replacement (\$77,000)
  - Historical Museum Masonry and HVAC repairs (\$53,000)
  - Document Management and Cashiering Software (\$53,000)
  - Fire station window replacement (\$27,000)

The above drawdown is part of a multi-year plan to bring General Fund reserves in line with the Village's updated Budget Reserve Policy. In addition, major infrastructure programs such as street resurfacing and alley repaving will be designed to provide flexibility to expand the programs in 2022 should revenues continue to exceed expectations.

The Fiscal Year 2022 Budget continues the Village's commitment to infrastructure investment and limiting the impact of Village operations on taxpayers:

- The FY 2022 Budget **again maintains all Village services and enhances public works snow removal and tree trimming operations.** It provides for the continued police, fire, public works and other services residents expect.
- The FY 2022 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, pavement marking, traffic calming as well as active transportation improvements;
  - Over \$900,000 in critical vehicle and equipment replacements, including the purchase of six hybrid vehicles, primarily funded through the CERF including but not limited to:
    - Police Hybrid Marked Squad Car's (2)
    - Police Hybrid Utility Vehicles (2)
    - Public Works Hybrid SUV's (2)
    - Public Works Street Sweeper
    - Fire All-Terrain Vehicle

- Continued funding for a rewrite of the Village's Comprehensive Plan
- More than \$2.5 Million for critical continued maintenance and improvements at the Water Plant and water distribution system
- Nearly \$30 million for critical sewer system improvements including Phase 3 of the Neighborhood Storage Improvement Project at Thornwood Park and the completion of a two-year project for electrical improvements at the Stormwater Pumping Station
- No increase in the sewer rate for the sixth time in the last seven years
- No increase in the domestic water rate for the eighth time in the last ten years
- No increase in the monthly refuse collection fee
- The average stormwater utility fee will increase by \$40 (\$10 per quarterly bill) to \$215 annually as the Village continues to implement the Neighborhood Storage Improvement Project
- The Village's share of a resident's property tax bill will remain approximately 12% of the total tax bill:

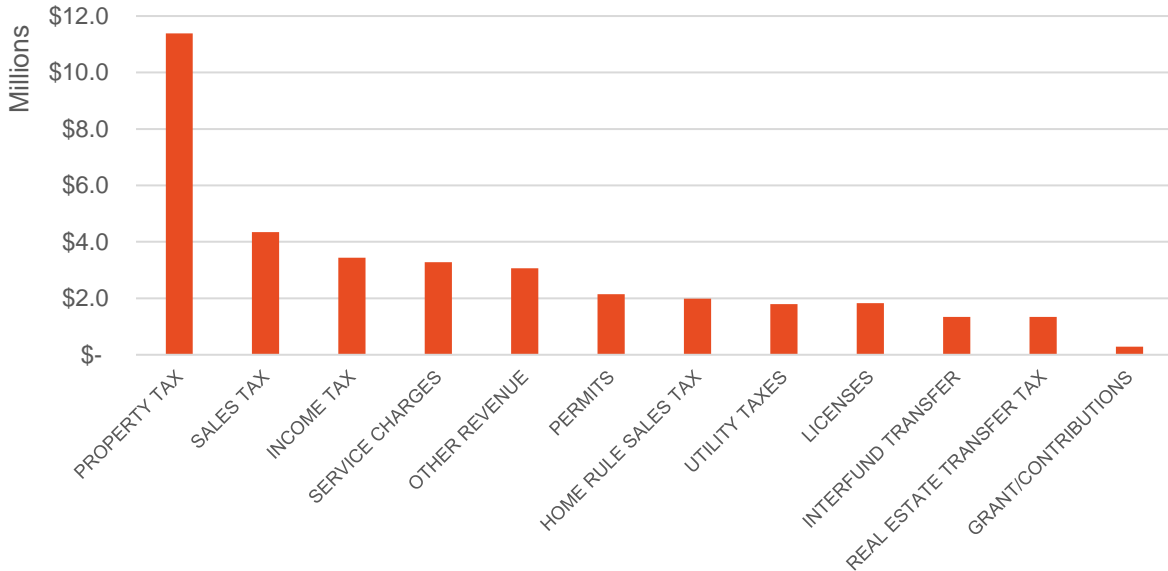


## 2022 GENERAL FUND BUDGET

### *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:

### 2021 Projected General Fund Revenue



### *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.

For 2022, the component elements of tax levy growth may be described as follows:

General Operations	2.84%
Debt Service	-0.38%
Pensions	0.00%
<b>Total Increase</b>	<b>2.46%</b>

The General Operations portion of the levy increase is due to a number of initiatives intended to improve service levels including:

- \$400,000 in new staff positions which are discussed in greater detail below
- \$60,000 to enhance business development efforts
- \$125,000 to improve snow removal, tree trimming and landscape operations

Absent these enhancements, the tax levy would have not increased for 2022. The additional cost to the average Wilmette homeowner for the 2.46% levy increase is less than \$50.

The proposed 2022 tax levy increase is the lowest such increase in 24 years. Given the Village's prudent financial management, future year levy projections are similarly low:

FY 2023: 3.33%

FY 2024: 2.39%

FY 2025: 2.21%

These projections may change over time as the Village evaluates the impact of State mandates such as the lead service line replacement requirements, changes in State distribution of revenues or pension benefit enhancements as well as the policy goals of the Village Board in order to maintain and enhance the quality of life in our community.

### ***Real Estate Transfer Tax***

After declining for four consecutive years, 2021 real estate transfer tax receipts have rebounded strongly due in part to pent up demand caused by the Pandemic and families continuing to relocate from Chicago to the suburbs. These tax receipts are impacted by volume of sales and home sale prices, both of which increased significantly. In 2021, more than 700 sales are projected, the largest number of annual transactions in more than a decade equating to a projected \$1.8 Million in revenue for the year. For reference, 2021 is projected to be the highest-grossing transfer tax year since the fee was implemented in 1988. Prior to this, the single largest revenue generating year was during the housing boom in 2005 with receipts totaling \$1.5 million.

Given the record setting performance in 2021, Staff is seeking to responsibly establish a 2022 budget projection which takes into account the fact that such a pace is unlikely to be sustainable. Accordingly, the 2022 Budget reflects a 24% decrease from the 2021 estimated actual.

### ***Building Permits***

Similar to real estate transfers, building permits were on a downward trajectory prior to 2021. Because permit activity is closely aligned with real estate transfer tax receipts, 2021 saw a rebound in recurring permit receipts as compared to prior years. For 2022, building permits are projected to increase by 2% compared to the 2021 estimated actual.

In addition to recurring permit activity for new home construction, additions and remodels, the Village receives non-recurring permit revenues for large, one-time projects. Given the uncertain and volatile nature of non-recurring permits, the Village does not budget for these revenues. Instead, receipts are added to the General Fund reserve and allocated to future infrastructure projects and the CERF to offset one-time expenses. While a large permit is anticipated in 2022 for the Optima development at 1210 Central Avenue, such revenues are not certain, nor should they be relied upon in future years. Accordingly, \$100,000 in non-recurring permit revenue is budgeted for 2022 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 (HRST) is 1.0%, for an overall sales tax rate of 10.0%. The Village's HRST is slightly above Glenview (0.75%), but below Skokie and Evanston (1.25%). With the adjustment in the HRST in 2015, sales tax as a percentage of General Fund revenues has increased. 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, receipts declined by \$338,000 (6% decline) in 2019 largely due to the closure of the Carson's Department and Furniture Stores, Imperial Motors, and Treasure Island. While the Village is working diligently 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 is now a medical facility). It is widely known that the retail climate is changing as consumers purchase more items online and the COVID-19 Pandemic may be accelerating this shift.

In FY 2020, receipts declined by approximately \$50,000, much of which can be attributed to the COVID-19 pandemic. Sales tax performance has rebounded strongly in 2021 with a projected increase of 8% compared to 2020. Sales tax performance has been aided in large part to the new State law which was effective January 1, 2021. The law ensures that 2% of most internet purchases made in Wilmette are remitted back to the Village. Given that the additional internet sales tax distributions are new, the State of Illinois is cautioning municipalities that they continue to refine the distribution process and future year receipts may change. The 2022 Budget projects an approximate 11% increase in sales tax as compared to 2021 estimated actuals based on economic development efforts and a full year of the internet-purchased sales tax distributions (the first disbursement of these internet funds occurred in April 2021).

### ***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 and had been the one recurring revenue source that had not stagnated or declined prior to the

Pandemic. As unemployment increases/decreases and investment income rises/falls, income tax receipts adjust accordingly.

For 2021, income tax is projected to increase by 20% with total receipts estimated at an unprecedented \$3.5 million; this is the largest single year of income tax receipts since at least 1995. For reference, prior to this year, receipts had not exceeded \$2.9 million (2019) and from 2013 to 2020 had averaged \$2.7 million annually.

In 2022, the budget projects \$3.4 million in revenue based on projections developed by the Illinois Municipal League and an increase in the Village's population as a result of the 2020 Census.

### ***Utility Taxes***

Utility taxes are composed of three revenue sources: Electric, Natural Gas and Telecommunications taxes. While the Electric and Natural Gas taxes are weather dependent and generally steady revenue generators, the Telecommunications tax has been declining year-over-year. As more residents and businesses eliminate landlines in favor of internet-based telephony, which is not taxed, this revenue source will continue to decline. In 2021 Telecommunications tax is projected to decline by 17% and a further decline of 2% is budgeted for FY 2022.

### ***Overview of Key Expenses Influencing Budget Development***

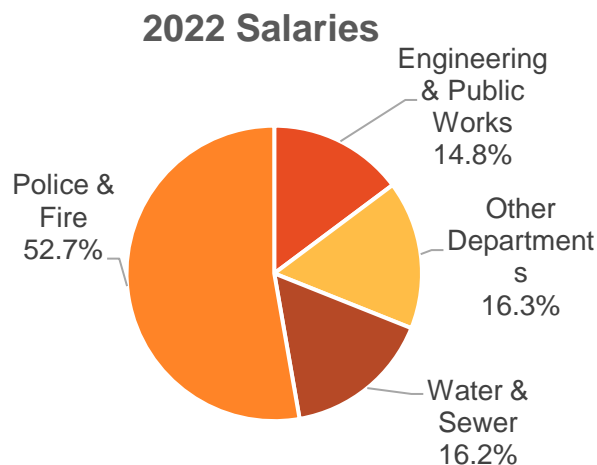
The Village's General Fund is its principal operating fund. It provides for the operations of the Fire, Police, Engineering & Public Works, Community Development, Law, Finance, Cable, Administrative Services, and Administration Departments. The following is a summary of the 2022 General Fund expense budget.

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
PERSONNEL EXPENSE	23,274,391	23,252,631	24,288,878
REFUSE COLLECTION	2,456,475	2,464,122	2,516,030
CONTRACTUAL SERVICES	2,829,456	2,809,909	3,130,160
COMMODITIES	799,097	848,653	935,969
OTHER EXPENSE	1,604,403	1,651,279	1,889,292
DEBT SERVICE EXPENSE	12,500	12,500	12,500
CAPITAL OUTLAY	4,023,885	3,996,238	5,322,355
CONTINGENCY EXPENSE	520,000	609,739	630,000
CERF	423,360	-	423,360
<b>GENERAL FUND EXPENSES</b>	<b>35,943,567</b>	<b>35,645,071</b>	<b>39,148,544</b>

### ***Discussion of Personnel Wages & Benefits***

Because nearly 80% 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. To manage costs, the Village has implemented a two-tier pay program so that newer employees see a slower rate of salary progression during their careers and has phased out the IRS Section 105 sick leave buyback benefit for most employees hired on or after January 1, 2016.

A 2.30% wage adjustment is currently budgeted for all unrepresented employees and is justified in part by the above stated actions and the continued flexibility to adjust compensation strategies to appropriately manage expenses.



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 as the chart below depicts.



As noted in the above chart, in 2022 the Village will be adding three full-time positions and converting a part-time position to full-time to improve service levels and continue succession planning efforts. Two of the new positions are temporary in nature (Building Inspector/Plan Reviewer and Police Officer) to ensure continuity of service with the potential for upcoming retirements. While intended to be temporary, Staff will be monitoring Community Development performance measures to determine whether the additional Building Inspector/Plan Reviewer position should be made permanent. The new positions are as follows:

- Police Officer
- Building Inspector / Plan Reviewer
- Financial Analyst
- Conversion of part-time Code Enforcement Officer to full-time to continue proactive enforcement of the Village's leaf blower ban and improve tree protection efforts

For 2022, wages (regular salaries and overtime) are projected to increase funds by 4.2% for a total of \$23.7 million, allocated as follows:

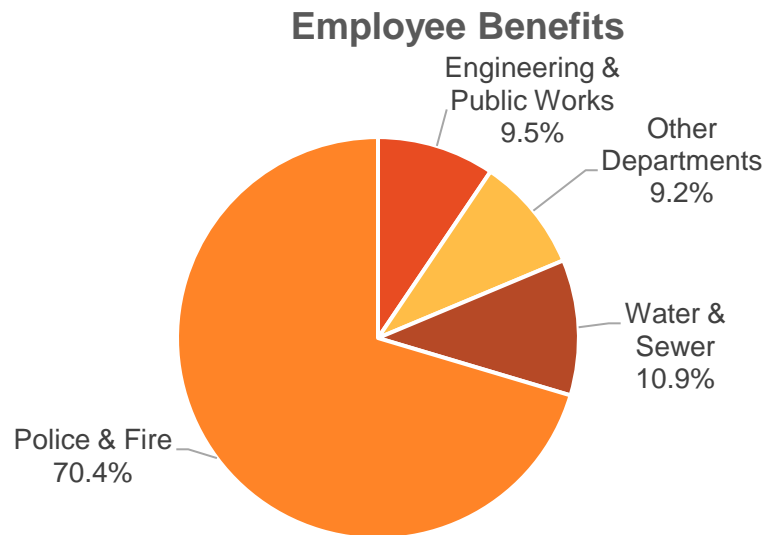
<b>Fund Breakdown:</b>	<b>FY 2022 Budget</b>	<b>% Change</b>
General Fund	19,483,320	4.8%
Water Fund	2,786,724	3.3%
Sewer Fund	739,012	2.7%
Parking Meter Fund	108,439	9.3%
Municipal Garage	628,559	(7.7%)
<b>Totals</b>	<b>23,746,054</b>	<b>4.2%</b>



The 2022 Budget for employee benefits expense reflects a 0.6% increase. The following table summarizes the changes:

	<b>FY 2022 Budget</b>	<b>% Change</b>
<b>Health Insurance</b>	3,413,640	(0.5%)
<b>FICA / Medicare</b>	1,087,900	3.6%
<b>IMRF</b>	1,282,159	3.7%
<b>Public Safety Pensions</b>	6,081,000	0.0%
<b>Other Benefits</b>	526,782	0.5%
<b>Total Benefits</b>	<b>12,391,481</b>	<b>0.6%</b>

The departmental breakdown of benefits cost is as follows:



## 2022 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 these funds.

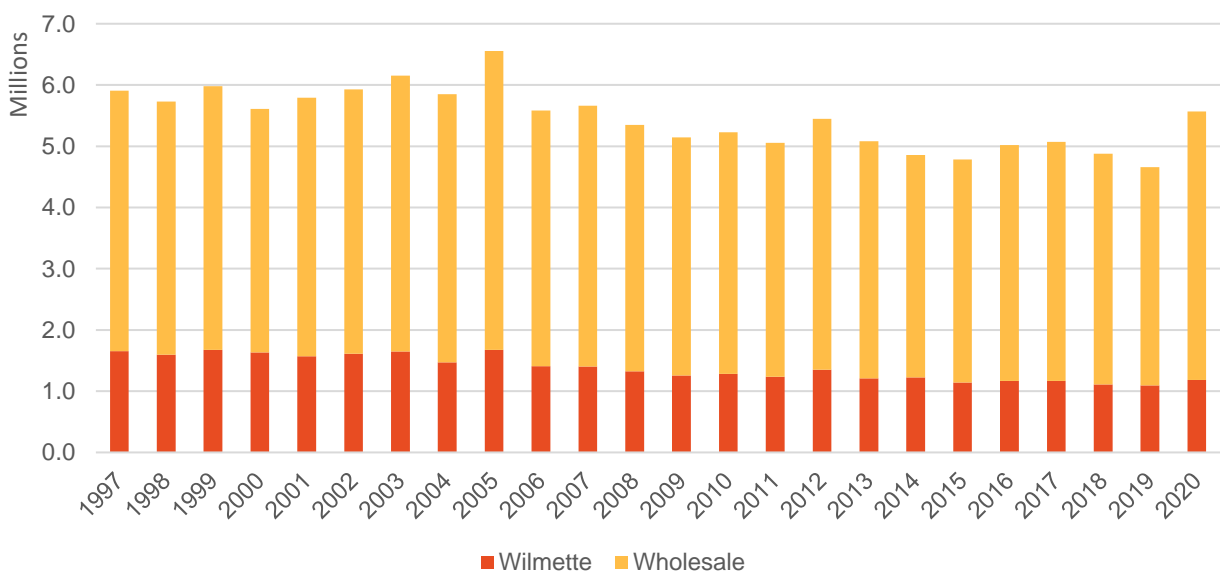
The Village's Department of Water Management provides safe and reliable water for nearly 150,000 Illinois residents. The Village remains committed to investing in this critical community asset and has taken multiple steps over the past several years to ensure proper maintenance of this utility.

- ***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, North Maine Utilities, the Illinois American Water Company (a portion of Prospect Heights), 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 has resulted in approximately \$1 million in annual new wholesale revenue.

Since 2004, as the value of water conservation has become increasingly apparent, water usage has declined substantially. As a result, the Village regularly reviews its water usage assumptions and makes reductions in average consumption for both water and sewer to better match the revenues derived from actual usage and to reflect long-term trends.

**History of Water Sales Volume - Measure in CCF**



The above chart illustrates actual sales (measured in hundred cubic feet (ccf)) since 2006. Due to drought conditions in 2021, as well as a full year of service to North Maine Utilities, total sales are projected to be at one of the highest levels in many years.

### ***Water Rate***

Given the new North Maine Utilities wholesale revenues which began in mid-2020, recent drought conditions, and the staff's recommendation to defer an annual water main replacement program to the mid-2020's, no increase in the Village's water rate is necessary at this time. The impact of the State's new lead service line requirements may necessitate a rate increase in future years.

Following wholesale rate increases of 9% in 2015, 5% in 2017 and another 5% in 2019, there was a scheduled 5% reduction effective in June 2020, as part of commencement of service to North Maine Utilities/Aqua. Currently, we expect wholesale water rates to be stable for the foreseeable future.

### ***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 was implemented in 2020 to account for declining consumption and continuation of an aggressive sewer maintenance program to address aging infrastructure. Due to drought conditions in 2020 and 2021, as well as favorable debt refinancing in 2021, no sewer rate increase is projected over the next several years.

### ***Stormwater Utility Fee***

The \$68 million Neighborhood Storage Improvement Project (NSP) necessitated 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 stormwater utility fee that charges 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 average annual residential fee in 2022 will increase from \$175 to \$215. The fee will continue to increase over the next several years as the project is implemented and associated debt service layered in over time.

### ***Capital Expenses***

For the 2022 Budget, the following capital expenditures are included in the Water and Sewer Fund Budgets to improve and maintain the Village's infrastructure:

#### **Sewer Fund (\$30.7 million investment)**

- |   |              |
|---|--------------|
| • Completion of Phase 2 and Start Phase 3 of the NSP: | \$28,400,000 |
| • SWPS Electrical Improvements (Year 2 of 2):         | \$1,300,000  |

• Sewer Main Repairs:	\$460,000
• Sewer Maintenance:	\$342,000
• Sewer Flow Monitoring & Condition Assessment:	\$78,000
• Smoke Testing:	\$60,000
• Stormwater Incentive Program:	\$35,000

**Water Fund (\$2.5 million investment)**

• Water Main Replacements:	\$900,000
• Phase 1 Treatment Process Improvements:	\$675,000
• Lead Service Line Replacement (As Needed):	\$457,000
• Corrosion Control Inhibitor Study:	\$150,000
• Preliminary Design of Water Intake Improvements:	\$100,000
• Water Meter Replacements:	\$50,000
• Water Distribution Pressure Monitoring:	\$26,000
• Water Transmission Main Repairs:	\$16,000
• Water Main Surge Suppressors:	\$12,000

**Acknowledgements**

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, dedication and integrity. To each of the Village's department heads and assistant 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: Ms. Molloy, Mr. Hallgren, Ms. Jarog, Ms. Suarez, and Mr. Arteaga. 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,

Michael Braiman  
Village Manager



# Budget Overview



## Transmittal Letter

The Village Manager's transmittal letter provides an overview of the annual budget and includes a review of major trends for the organization and the policy objectives of the annual budget.

## Budget Overview

This section of the budget includes the basis of budgeting, financial policies, a description of funds, and the budget formulation process. In addition, this section includes a high-level overview of the annual revenues and expenditures. Included is a description of the Village's financing sources and provides a historical perspective of the major revenues. Major expenditures are summarized, and trend analysis are included. The last section of the budget overview provides an overview of future cash flow projections.

## Operating Funds

This section is used to account for all revenues and expenditures used to finance major operating funds including the General Fund, Water Fund, Sewer Fund, and Parking Meter Fund.

- *General Fund* – includes traditional services associated with municipal government. The main components of these expenditures consist of general government, public 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 department.
- *Water Fund* – includes the revenues from residential and wholesale water charges to operate the Village's water plant and distribution system.
- *Sewer Fund* – includes the revenues to operate and maintain the Village's sewer system including the stormwater system. Revenues are derived from user charges.
- *Parking Fund* – includes the revenues to operate and maintain the Village's public parking facilities. Parking facilities are located in the Village Center, CTA Station, and downtown.

## Capital and Debt Service Funds

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

## Pension and Trust Funds

This section is used to account for Firefighter's pension fund, the Police pension fund and the Village's Section 105 fund.

## Internal Service Funds

This section is used to account for internal service funds that include the municipal garage fund, employee insurance fund, workers' compensation fund, and the IMRF fund.

## 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.



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.



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 non-major. 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 non-major.

**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.

## 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.





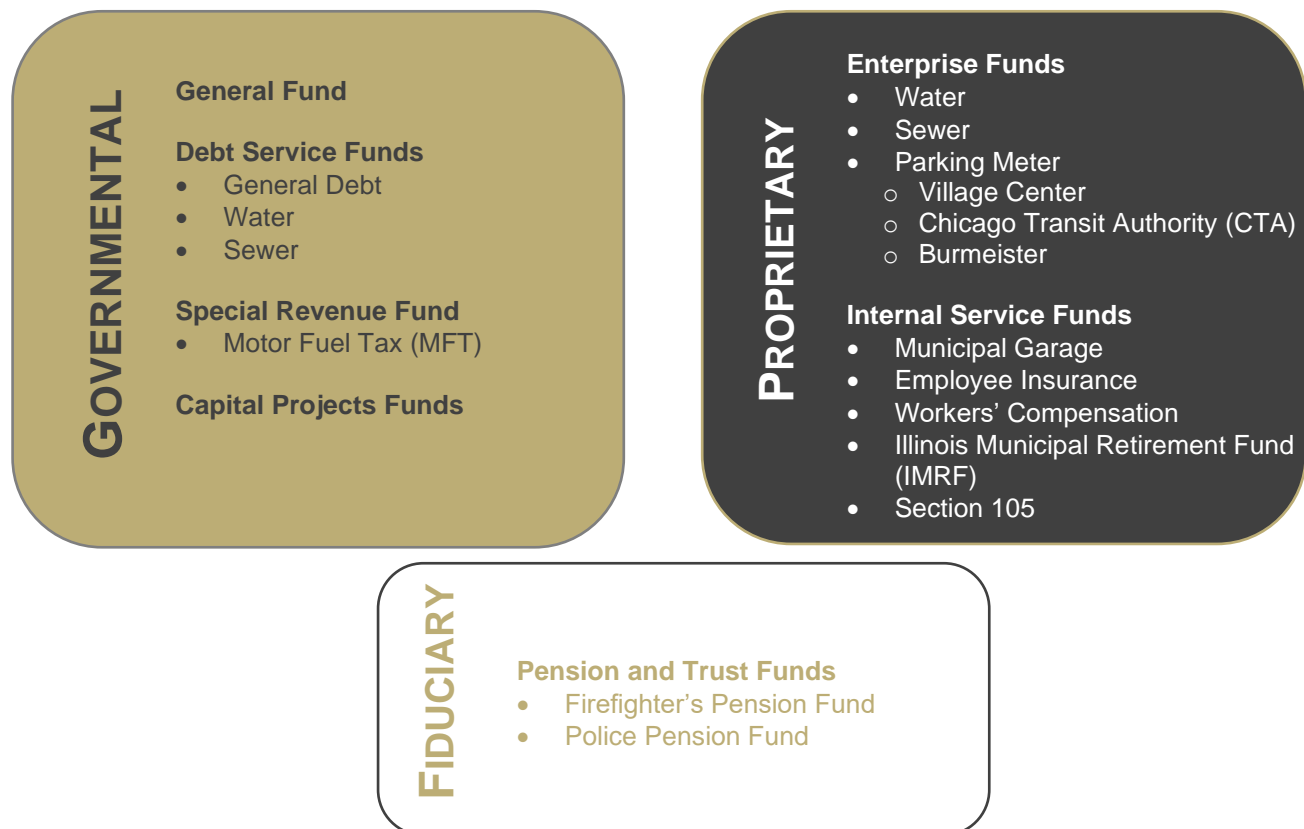
The Village also maintains a Parking Meter Fund, which accounts for all activity necessary for provision of parking in the Village, including, but not limited to, administration, operations, maintenance, financing and related debt service, billing and collections.

**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

**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.





## Budget Structure

The Village's Budget is presented as funds and the funds are delineated into four sections:

### 1. Operating Funds

- Includes the costs associated with providing core services. These account for most recurring revenues and expenses of the organization

### 2. Capital and Debt Service Funds

- Includes revenues and expenditures for the Village's investment in critical infrastructure including dedicated state revenues for roads and bond funds for large capital projects. Includes the Village's debt service for past borrowing.

### 3. Pension Funds

- Includes revenues and expenditures for the Village's two public safety pension programs and the Village's retirement incentive program.

### 4. Internal Service Funds

- Includes interfund transfers for three employee benefit funds and for the operation of the Village's fleet services.

#### Operating Funds

- |                |                      |
|----------------|----------------------|
| ▪ General Fund | ▪ Sewer Fund         |
| ▪ Water Fund   | ▪ Parking Meter Fund |

#### Capital and Debt Service Funds

- |                         |                             |
|-------------------------|-----------------------------|
| ▪ Capital Projects Fund | ▪ General Debt Service Fund |
| ▪ Motor Fuel Tax Fund   |                             |

#### Pension Funds

- |                              |                       |
|------------------------------|-----------------------|
| ▪ Firefighter's Pension Fund | ▪ Police Pension Fund |
| ▪ Section 105 Fund           |                       |

#### Internal Service Funds

- |                              |                         |
|------------------------------|-------------------------|
| ▪ Employee Insurance Fund    | ▪ Municipal Garage Fund |
| ▪ Worker's Compensation Fund | ▪ IMRF Fund             |

In addition to the fund and budget categorization, the fund matrix shows the fund to department relationship.

# Fund Matrix



Wilmette Departments and Funds	Administration	Community Development	Finance	Fire	Information Technology	Law	Non-Departmental	Police	Engineering & Public Works	Water
<b>Operating Funds</b>										
General Fund										
Sewer Fund										
Water Fund										
Parking Meter Fund										
<b>Capital and Debt Service Funds</b>										
Capital Projects Fund										
General Debt Service Fund										
Motor Fuel Tax Fund										
<b>Pension Funds</b>										
Firefighter's Pension Fund										
Police Pension Fund										
Section 105 Fund										
<b>Internal Service Funds</b>										
Employee Insurance Fund										
Municipal Garage Fund										
Worker's Compensation Fund										
Illinois Municipal Retirement Fund										



## 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 2022 fiscal year budget:

## 2022 Budget Formulation Process

### 1. Quarterly Financial Review

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

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

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. Department Heads meet with Budget Team

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

### 5. Mid-Year Financial Review

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

### 6. Village Board CIP Workshop

At the CIP Workshop the Village Board meets, sitting as a Committee of the Whole, to review the ten-year capital improvement program and the next year capital request to be included in the next year budget request.

### 7. Budget Presented to Village Board of Trustees

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.

## **8. Village Board Budget Workshop**

The Village Board, meeting as a Committee of the Whole, schedules up to two 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 2021, one budget meeting is scheduled to review the 2022 budget.

## **9. Introduction and Adoption of Ordinance Adopting the Annual Budget**

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.

## **10. Introduction and Adoption of Tax Levy**

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.

The budget calendar provides a more detailed overview of the 2022 budget calendar and the specific dates of each action.

## **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.

- 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.
- 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.

# Budget Calendar



ITEM	DATES
Capital Improvements Program (CIP) Preparation Materials	May 27
CIP Materials Due	July 2
CIP Review – Departments meet with Budget Team	July 12 - July 23
Operating Budget Preparation Materials	July 8
Operating Budget Materials Dues	August 13
Operating Budget Review – Departments meet with Budget Team	August 23 – September 3
Village Board – Mid-Year Financial Review	September 14 (Tues)
Village C.O.W. – CIP Workshop	September 21 (Tues)
Issue 2022 Tentative Budget to Village Board Make Available for Public Inspection on Website, Clerk's Office & Library	October 12
Village Board <ul style="list-style-type: none"> <li>Notification Tentative Budget is available for Public Inspection</li> <li>Estimate of Property Tax Levy/Intent to Adopt Levy</li> </ul>	October 12 (Tues)
Village Board and Staff Budget Review ( <i>individual meetings</i> )	October 18 to October 29
Village C.O.W. – Budget Workshop	November 2 (Tues)
Notice of Budget Public Hearing to Paper	November 5
Village Board <ul style="list-style-type: none"> <li>Introduction of Ordinance regarding 2022 Tentative Budget</li> </ul>	November 9* (Tues)
Notice of Budget Public Hearing appears in paper ( <i>requirement is not less than 7 days prior to hearing</i> )	November 14
Notice of Property Tax Levy to paper	November 19
Village Board <ul style="list-style-type: none"> <li>Hold Public Hearing on Tentative Budget</li> <li>Adoption of Ordinance Approving Annual Budget</li> <li>Introduction of Ordinances regarding 2020 Property Tax Levy &amp; Abatement</li> </ul>	November 23* (Tues)
Notice of Property Tax Levy and Truth-In-Taxation Hearings appears in paper ( <i>requirement of not more than 14 days nor less than 7 day prior to adoption</i> )	November 28
Village Board <ul style="list-style-type: none"> <li>Conduct Truth-In-Taxation Hearings</li> <li>Adoption of Ordinance Approving 2021 Tax Levy &amp; Abatement Ordinances</li> </ul>	December 7* (Tues)
File 2022 Budget File 2021 Property Tax Levy & Abatement Ordinances	December 24*

\*Last Day for Required Action

**Village of Willmette**  
Proposed 2022 Budget - Revenue and Expenditure Summary



	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
<b>REVENUE</b>						
<b>OPERATING FUNDS</b>						
GENERAL FUND	40,533,237	33,631,415	33,578,983	36,007,389	36,255,641	2,676,658
SEWER FUND	5,838,247	33,184,814	23,031,300	27,449,946	29,622,000	6,590,700
WATER FUND	8,744,803	15,699,750	10,150,250	12,780,769	13,716,546	3,566,296
PARKING METER FUND	488,479	142,977	255,300	160,304	327,300	72,000
<b>OPERATING FUNDS Total</b>	<b>55,604,766</b>	<b>82,658,956</b>	<b>67,015,833</b>	<b>76,398,408</b>	<b>79,921,487</b>	<b>12,905,654</b>
<b>CAPITAL &amp; DEBT SERVICE FUNDS</b>						
GENERAL DEBT SERVICE FUND	3,672,529	3,655,965	3,683,500	3,669,693	3,607,500	(76,000)
MOTOR FUEL TAX FUND	901,962	1,587,860	1,666,700	1,656,046	1,743,500	76,800
CAPITAL PROJECTS FUND	-	-	3,360,000	3,360,000	-	(3,360,000)
<b>CAPITAL &amp; DEBT SERVICE FUNDS Total</b>	<b>4,574,492</b>	<b>5,243,825</b>	<b>8,710,200</b>	<b>8,685,739</b>	<b>5,351,000</b>	<b>(3,359,200)</b>
<b>PENSION FUNDS</b>						
FIREFIGHTERS' PENSION FUND	12,085,333	10,710,895	7,659,000	7,644,870	7,659,000	-
POLICE PENSION FUND	11,557,856	9,974,155	7,013,000	7,008,318	7,041,000	28,000
SECTION 105 FUND	310,650	279,389	274,994	271,975	275,002	8
<b>PENSION FUNDS Total</b>	<b>23,953,840</b>	<b>20,964,439</b>	<b>14,946,994</b>	<b>14,925,163</b>	<b>14,975,002</b>	<b>28,008</b>
<b>INTERNAL SERVICE FUNDS</b>						
MUNICIPAL GARAGE	1,382,705	1,295,549	1,422,030	1,403,662	1,435,329	13,299
EMPLOYEE INSURANCE FUND	3,157,013	3,468,499	3,645,072	3,610,849	3,630,422	(14,650)
WORKERS' COMPENSATION FUND	299,364	163,340	156,091	146,593	159,903	3,812
ILLINOIS MUNICIPAL RETIREMENT	1,946,237	2,194,722	2,286,316	2,249,878	2,370,059	83,743
<b>INTERNAL SERVICE FUNDS Total</b>	<b>6,785,319</b>	<b>7,122,110</b>	<b>7,509,509</b>	<b>7,410,982</b>	<b>7,595,713</b>	<b>86,204</b>
<b>TOTAL REVENUES</b>	<b>\$ 90,918,416</b>	<b>\$ 115,989,330</b>	<b>\$ 98,182,536</b>	<b>\$ 107,420,292</b>	<b>\$ 107,843,202</b>	<b>\$ 9,660,666</b>
<b>EXPENDITURES</b>						
<b>OPERATING FUNDS</b>						
GENERAL FUND	38,801,339	39,742,857	35,943,567	35,645,071	39,148,544	3,204,977
SEWER FUND	10,207,189	24,193,920	27,936,269	26,645,713	37,695,687	9,759,418
WATER FUND	15,757,943	11,471,250	10,547,807	9,964,694	12,341,799	1,793,992
PARKING METER FUND	369,391	254,674	335,069	323,190	587,558	252,489
<b>OPERATING FUNDS Total</b>	<b>65,135,862</b>	<b>75,662,701</b>	<b>74,762,712</b>	<b>72,578,668</b>	<b>89,773,588</b>	<b>15,010,876</b>
<b>CAPITAL &amp; DEBT SERVICE FUNDS</b>						
GENERAL DEBT SERVICE FUND	3,677,375	3,710,509	3,695,000	3,695,300	3,622,000	(73,000)
MOTOR FUEL TAX FUND	635,944	1,200,000	1,795,000	1,797,500	1,795,000	-
CAPITAL PROJECTS FUND	626,638	1,894	2,561,343	2,464,488	100,000	(2,461,343)
<b>CAPITAL &amp; DEBT SERVICE FUNDS Total</b>	<b>4,939,957</b>	<b>4,912,403</b>	<b>8,051,343</b>	<b>7,957,288</b>	<b>5,517,000</b>	<b>(2,534,343)</b>
<b>PENSION FUNDS</b>						
FIREFIGHTERS' PENSION FUND	4,231,290	4,327,793	4,839,200	4,819,000	4,990,200	151,000
POLICE PENSION FUND	3,700,316	3,733,777	4,284,200	4,293,000	4,299,200	15,000
SECTION 105 FUND	302,265	297,789	310,000	306,887	310,000	-
<b>PENSION FUNDS Total</b>	<b>8,233,871</b>	<b>8,359,359</b>	<b>9,433,400</b>	<b>9,418,887</b>	<b>9,599,400</b>	<b>166,000</b>
<b>INTERNAL SERVICE FUNDS</b>						
MUNICIPAL GARAGE	1,382,705	1,295,549	1,417,875	1,466,414	1,435,329	17,454
EMPLOYEE INSURANCE FUND	3,156,534	3,449,539	3,645,072	3,614,157	3,630,422	(14,650)
WORKERS' COMPENSATION FUND	319,125	169,766	156,091	152,528	156,900	809
ILLINOIS MUNICIPAL RETIREMENT	1,941,996	2,194,722	2,286,316	2,248,407	2,370,059	83,743
<b>INTERNAL SERVICE FUNDS Total</b>	<b>6,800,360</b>	<b>7,109,576</b>	<b>7,505,354</b>	<b>7,481,506</b>	<b>7,592,710</b>	<b>87,356</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 85,110,050</b>	<b>\$ 96,044,039</b>	<b>\$ 99,752,809</b>	<b>\$ 97,436,349</b>	<b>\$ 112,482,698</b>	<b>\$ 12,729,889</b>



Revenue Source	General Fund	Sewer Fund	Water Fund	Parking Meter Fund	General Debt Service Fund	Motor Fuel Tax Fund	Capital Projects Fund	Firefighters' Pension Fund	Police Pension Fund	Section 105 Fund	Grand Total
Property Tax	11,385,600	-	-	-	3,587,500	-	-	3,126,000	2,455,000	-	20,554,100
Bond Proceeds	-	22,520,000	1,675,000	-	-	-	-	-	-	-	24,195,000
Daily Fee	-	-	-	184,000	-	-	-	-	-	-	184,000
Employee Contributions	-	-	-	-	-	-	-	483,000	536,000	-	1,019,000
Grant/Contributions	285,356	-	1,841,296	-	-	595,000	-	-	-	-	2,721,652
Home Rule Sales Tax	1,990,305	-	-	-	-	-	-	-	-	-	1,990,305
Income Tax	3,443,000	-	-	-	-	-	-	-	-	-	3,443,000
Interfund Transfer	1,340,000	-	-	60,000	20,000	-	-	250,000	250,000	260,002	2,180,002
Investment Income	-	-	150,000	-	-	4,500	-	3,800,000	3,800,000	15,000	7,769,500
Licenses	1,831,500	-	-	-	-	-	-	-	-	-	1,831,500
Other Income	-	-	120,000	-	-	-	-	-	-	-	120,000
Other Revenue	3,069,800	-	-	-	-	-	-	-	-	-	3,069,800
Other Taxes	-	-	-	-	-	1,144,000	-	-	-	-	1,144,000
Permits	2,146,300	-	-	80,300	-	-	-	-	-	-	2,226,600
Real Estate Transfer Tax	1,336,500	-	-	-	-	-	-	-	-	-	1,336,500
Rental	-	-	-	3,000	-	-	-	-	-	-	3,000
Residential Sewer Charges	-	5,011,000	-	-	-	-	-	-	-	-	5,011,000
Residential Water Charges	-	-	3,211,900	-	-	-	-	-	-	-	3,211,900
Sales Tax	4,342,880	-	-	-	-	-	-	-	-	-	4,342,880
Service Charges	3,284,400	-	50,000	-	-	-	-	-	-	-	3,334,400
Stormwater Charges	-	2,091,000	-	-	-	-	-	-	-	-	2,091,000
Utility Taxes	1,800,000	-	-	-	-	-	-	-	-	-	1,800,000
Wholesale Water Sales	-	-	6,668,350	-	-	-	-	-	-	-	6,668,350
Grand Total	36,255,641	29,622,000	13,716,546	327,300	3,607,500	1,743,500	-	7,659,000	7,041,000	275,002	100,247,489

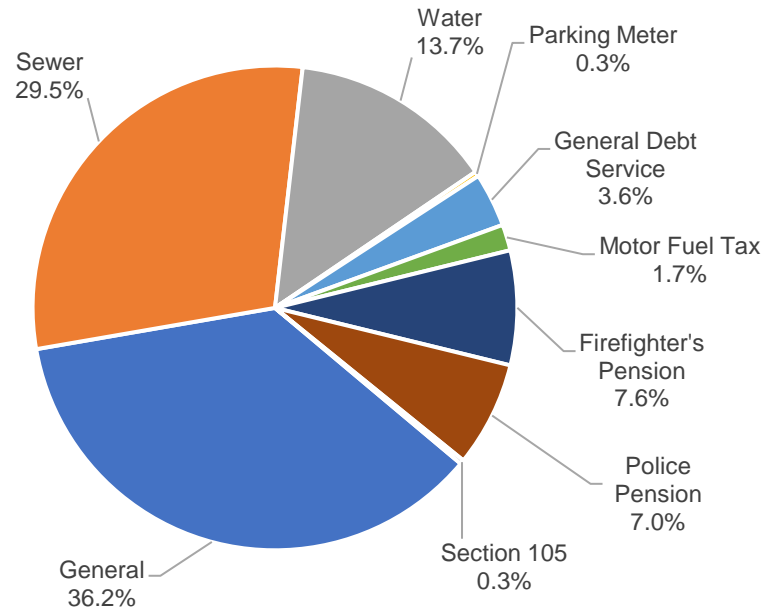
Expenditure Type	General Fund	Sewer Fund	Water Fund	Parking Meter Fund	General Debt Service Fund	Motor Fuel Tax Fund	Capital Projects Fund	Firefighters' Pension Fund	Police Pension Fund	Section 105 Fund	Grand Total
Capital Outlay	5,322,355	31,113,000	2,444,080	220,000	-	1,795,000	100,000	-	-	-	40,994,435
Cerf Allocation	423,360	-	-	-	-	-	-	-	-	-	423,360
Commodities	935,969	99,880	993,925	24,520	-	-	-	-	-	-	2,054,294
Contingency Expense	630,000	-	-	-	-	-	-	-	-	-	630,000
Contractual Services	3,130,160	637,100	586,620	125,480	-	-	-	171,200	171,200	-	4,821,760
Debt Service Expense	12,500	4,661,000	2,800,000	-	3,622,000	-	-	-	-	-	11,095,500
Other Expense	1,889,292	167,058	1,641,114	60,200	-	-	-	13,000	13,000	-	3,783,664
Personnel Expense	24,288,878	1,017,649	3,876,060	157,358	-	-	-	4,806,000	4,115,000	310,000	38,570,945
Refuse Collection	2,516,030	-	-	-	-	-	-	-	-	-	2,516,030
Grand Total	39,148,544	37,695,687	12,341,799	587,558	3,622,000	1,795,000	100,000	4,990,200	4,299,200	310,000	104,889,988



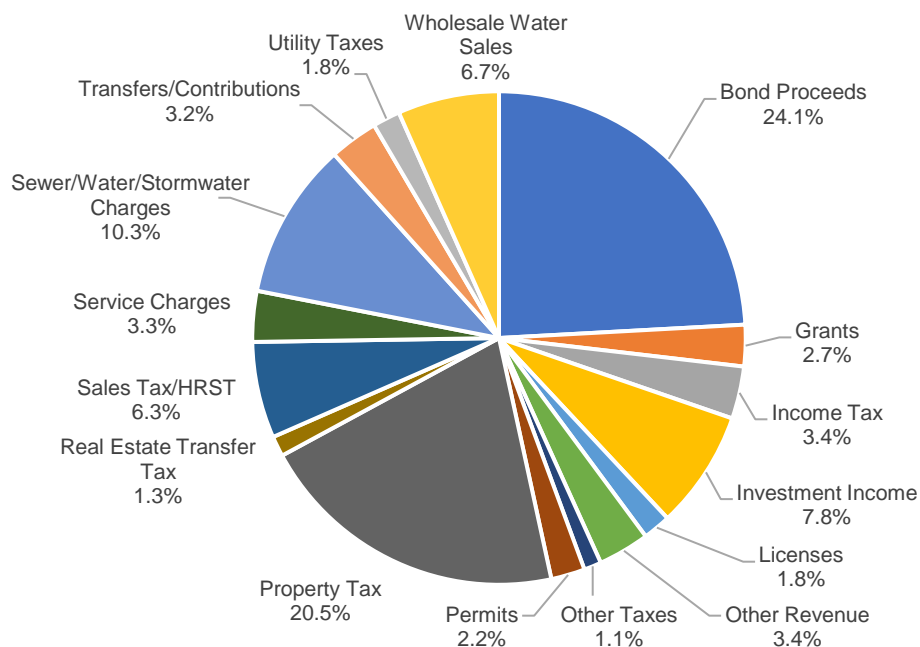


# Revenue Summary

Total Village revenues (excluding internal services) are budgeted at \$100,247,489 for 2022. The revenues are primarily in support of the General Fund, Water Fund, and Sewer Fund, which make up 79.4% of all revenues. Overall, 2022 revenues are up 10.6% compared to 2021 revenues. Below is a breakdown of revenues by major funds.



Below is a breakdown of Village revenue by source. Bond proceeds are the largest revenue source in 2022 at 24.1%, with the next largest revenue source being property taxes at 20.5%.



**Village of Willmette**  
Proposed 2022 Budget - Revenue Summary



		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)
<b>OPERATING FUNDS</b>							
<b>GENERAL FUND</b>	PROPERTY TAX	14,750,101	10,256,445	10,811,800	10,811,800	11,385,600	573,800
	SALES TAX	3,530,063	3,655,377	3,530,000	3,919,216	4,342,880	812,880
	INCOME TAX	2,883,115	2,943,516	2,492,000	3,528,914	3,443,000	951,000
	SERVICE CHARGES	3,282,777	3,195,994	3,180,900	3,185,539	3,284,400	103,500
	OTHER REVENUE	3,958,462	2,849,545	3,076,400	3,017,317	3,069,800	(6,600)
	PERMITS	3,252,139	2,315,646	1,869,500	2,513,749	2,146,300	276,800
	HOME RULE SALES TAX	1,751,402	1,561,423	1,600,000	1,730,737	1,990,305	390,305
	UTILITY TAXES	1,955,308	1,845,112	1,905,000	1,801,965	1,800,000	(105,000)
	LICENSES	1,899,519	1,825,580	1,830,500	1,833,768	1,831,500	1,000
	INTERFUND TRANSFER	1,000,000	1,050,000	1,340,000	1,050,000	1,340,000	-
	REAL ESTATE TRANSFER TAX	1,238,816	1,482,836	1,080,000	1,807,425	1,336,500	256,500
	GRANT/CONTRIBUTIONS	1,031,536	649,941	862,883	806,959	285,356	(577,527)
	<b>GENERAL FUND Total</b>	<b>40,533,237</b>	<b>33,631,415</b>	<b>33,578,983</b>	<b>36,007,389</b>	<b>36,255,641</b>	<b>2,676,658</b>
<b>SEWER FUND</b>	RESIDENTIAL SEWER CHARGES	4,622,014	5,226,159	5,011,000	5,195,532	5,011,000	-
	STORMWATER CHARGES	-	1,374,275	1,700,300	1,746,848	2,091,000	390,700
	INVESTMENT INCOME	437	14,514	-	7,566	-	-
	BOND PROCEEDS	1,215,797	26,569,866	16,320,000	20,500,000	22,520,000	6,200,000
	<b>SEWER FUND Total</b>	<b>5,838,247</b>	<b>33,184,814</b>	<b>23,031,300</b>	<b>27,449,946</b>	<b>29,622,000</b>	<b>6,590,700</b>
<b>WATER FUND</b>	RESIDENTIAL WATER CHARGES	3,183,702	3,388,565	3,211,900	3,487,900	3,211,900	-
	WHOLESALE WATER SALES	5,246,039	6,227,941	6,668,350	7,300,681	6,668,350	-
	SERVICE CHARGES	122,641	125,303	50,000	70,426	50,000	-
	OTHER INCOME	18,399	9,396	120,000	50,618	120,000	-
	GRANT/CONTRIBUTIONS	-	-	-	1,841,296	1,841,296	1,841,296
	INVESTMENT INCOME	174,022	70,334	100,000	29,848	150,000	50,000
	BOND PROCEEDS	-	5,878,211	-	-	1,675,000	1,675,000
	<b>WATER FUND Total</b>	<b>8,744,803</b>	<b>15,699,750</b>	<b>10,150,250</b>	<b>12,780,769</b>	<b>13,716,546</b>	<b>3,566,296</b>
<b>PARKING METER FUND</b>	OTHER INCOME	24,154	-	-	-	-	-
	PERMITS	99,144	59,020	68,300	71,153	80,300	12,000
	INTERFUND TRANSFER	-	-	-	-	60,000	60,000
	RENTAL	3,000	3,000	3,000	1,250	3,000	-
	DAILY FEE	362,181	80,957	184,000	87,901	184,000	-
	<b>PARKING METER FUND Total</b>	<b>488,479</b>	<b>142,977</b>	<b>255,300</b>	<b>160,304</b>	<b>327,300</b>	<b>72,000</b>
<b>OPERATING FUNDS Total</b>		<b>55,604,766</b>	<b>82,658,956</b>	<b>67,015,833</b>	<b>76,398,408</b>	<b>79,921,487</b>	<b>12,905,654</b>
<b>CAPITAL &amp; DEBT SERVICE FUNDS</b>							
<b>GENERAL DEBT SERVICE FUND</b>	PROPERTY TAX	3,672,529	3,655,965	3,663,500	3,649,693	3,587,500	(76,000)
	INTERFUND TRANSFER	-	-	20,000	20,000	20,000	-
	<b>GENERAL DEBT SERVICE FUND Total</b>	<b>3,672,529</b>	<b>3,655,965</b>	<b>3,683,500</b>	<b>3,669,693</b>	<b>3,607,500</b>	<b>(76,000)</b>
<b>MOTOR FUEL TAX FUND</b>	OTHER TAXES	888,613	985,731	1,067,200	1,055,000	1,144,000	76,800
	GRANT/CONTRIBUTIONS	-	595,047	595,000	595,046	595,000	-
	INVESTMENT INCOME	13,349	7,082	4,500	6,000	4,500	-
	<b>MOTOR FUEL TAX FUND Total</b>	<b>901,962</b>	<b>1,587,860</b>	<b>1,666,700</b>	<b>1,656,046</b>	<b>1,743,500</b>	<b>76,800</b>
<b>CAPITAL PROJECTS FUND</b>	BOND PROCEEDS	-	-	3,360,000	3,360,000	-	(3,360,000)
	<b>CAPITAL PROJECTS FUND Total</b>	<b>-</b>	<b>-</b>	<b>3,360,000</b>	<b>3,360,000</b>	<b>-</b>	<b>(3,360,000)</b>
<b>CAPITAL &amp; DEBT SERVICE FUNDS Total</b>		<b>4,574,492</b>	<b>5,243,825</b>	<b>8,710,200</b>	<b>8,685,739</b>	<b>5,351,000</b>	<b>(3,359,200)</b>
<b>PENSION FUNDS</b>							
<b>FIREFIGHTERS' PENSION FUND</b>	PROPERTY TAX	2,823,000	2,859,000	3,126,000	3,126,000	3,126,000	-
	OTHER INCOME	-	-	-	-	-	-
	INTERFUND TRANSFER	-	76,000	250,000	250,000	250,000	-
	INVESTMENT INCOME	8,819,891	7,317,306	3,800,000	3,800,000	3,800,000	-
	EMPLOYEE CONTRIBUTIONS	442,442	458,589	483,000	468,870	483,000	-
	<b>FIREFIGHTERS' PENSION FUND Total</b>	<b>12,085,333</b>	<b>10,710,895</b>	<b>7,659,000</b>	<b>7,644,870</b>	<b>7,659,000</b>	<b>-</b>

**Village of Willmette**  
Proposed 2022 Budget - Revenue Summary



		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)
<b>POLICE PENSION FUND</b>	PROPERTY TAX	2,273,000	2,377,000	2,455,000	2,455,000	2,455,000	-
	OTHER INCOME	-	-	-	-	-	-
	INTERFUND TRANSFER	-	115,000	250,000	250,000	250,000	-
	INVESTMENT INCOME	8,814,757	6,995,438	3,800,000	3,800,000	3,800,000	-
	EMPLOYEE CONTRIBUTIONS	470,099	486,717	508,000	503,318	536,000	28,000
<b>POLICE PENSION FUND Total</b>		<b>11,557,856</b>	<b>9,974,155</b>	<b>7,013,000</b>	<b>7,008,318</b>	<b>7,041,000</b>	<b>28,000</b>
<b>SECTION 105 FUND</b>	INTERFUND TRANSFER	280,000	269,000	259,994	259,994	260,002	8
	INVESTMENT INCOME	30,650	10,389	15,000	11,981	15,000	-
<b>SECTION 105 FUND Total</b>		<b>310,650</b>	<b>279,389</b>	<b>274,994</b>	<b>271,975</b>	<b>275,002</b>	<b>8</b>
<b>PENSION FUNDS Total</b>		<b>23,953,840</b>	<b>20,964,439</b>	<b>14,946,994</b>	<b>14,925,163</b>	<b>14,975,002</b>	<b>28,008</b>
<b>TOTAL EXPENDITURES BEFORE INTERNAL SERVICE FUNDS</b>		<b>\$ 84,133,098</b>	<b>\$ 108,867,220</b>	<b>\$ 90,673,027</b>	<b>\$ 100,009,310</b>	<b>\$ 100,247,489</b>	<b>\$ 9,574,462</b>
		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)
<b>INTERNAL SERVICE FUNDS</b>							
MUNICIPAL GARAGE	OTHER INCOME	3,778	7,150	3,000	3,000	3,000	-
	INTERFUND TRANSFER	1,378,927	1,288,399	1,419,030	1,400,662	1,432,329	13,299
<b>MUNICIPAL GARAGE Total</b>		<b>1,382,705</b>	<b>1,295,549</b>	<b>1,422,030</b>	<b>1,403,662</b>	<b>1,435,329</b>	<b>13,299</b>
EMPLOYEE INSURANCE FUND	INTERFUND TRANSFER	3,157,013	3,468,499	3,645,072	3,610,849	3,630,422	(14,650)
<b>EMPLOYEE INSURANCE FUND Total</b>		<b>3,157,013</b>	<b>3,468,499</b>	<b>3,645,072</b>	<b>3,610,849</b>	<b>3,630,422</b>	<b>(14,650)</b>
WORKERS' COMPENSATION FUND	OTHER INCOME	24,919	24,228	-	-	-	-
	INTERFUND TRANSFER	274,446	139,112	156,091	146,593	159,903	3,812
<b>WORKERS' COMPENSATION FUND Total</b>		<b>299,364</b>	<b>163,340</b>	<b>156,091</b>	<b>146,593</b>	<b>159,903</b>	<b>3,812</b>
ILLINOIS MUNICIPAL RETIREMENT	INTERFUND TRANSFER	1,946,237	2,194,722	2,286,316	2,249,878	2,370,059	83,743
<b>ILLINOIS MUNICIPAL RETIREMENT Total</b>		<b>1,946,237</b>	<b>2,194,722</b>	<b>2,286,316</b>	<b>2,249,878</b>	<b>2,370,059</b>	<b>83,743</b>
<b>INTERNAL SERVICE FUNDS Total</b>		<b>6,785,319</b>	<b>7,122,110</b>	<b>7,509,509</b>	<b>7,410,982</b>	<b>7,595,713</b>	<b>86,204</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 90,918,417</b>	<b>\$ 115,989,330</b>	<b>\$ 98,182,536</b>	<b>\$ 107,420,292</b>	<b>\$ 107,843,202</b>	<b>\$ 9,660,666</b>

**Village of Wilmette**  
Proposed 2022 Fee Schedule



	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
<b>Fines:</b>					
Parking Fines	\$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
<b>Licenses:</b>					
Sales of Vehicle Licenses	\$80	\$80	\$80	\$80	\$80
Truck Licenses	\$95	\$95	\$95	\$95	\$95
Sales of Taxi Licenses	\$125	\$125	\$125	\$125	\$125
Business Licenses	\$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
Contractor Licenses	\$80	\$80	\$80	\$80	\$80
	From \$1,000 to \$5,000	From \$1,000 to \$5,000	From \$1,000 to \$5,000	From \$1,000 to \$5,000	From \$1,000 to \$5,000
Liquor Licenses					
Food Handler's License	\$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
Late Fee- Temporary Food Event	\$50 / \$100	\$50 / \$100	\$50 / \$100	\$50 / \$100	\$50 / \$100
<b>Permits:</b>					
*Building Permits	\$20.16/K + \$39 inspection	\$20.16/K + \$39 inspection	\$20.16/K + \$39 inspection	\$20.16/K + \$39 inspection	\$20.16/K + \$39 inspection
*Right of Way Permits	\$62	\$62	\$62	\$62	\$62
*Electric Permits	Base of \$45+ fee / service install. Base of \$45 + \$8.00 per fixture	Base of \$45+ fee / service install. Base of \$45 + \$8.00 per fixture	Base of \$45+ fee / service install. Base of \$45 + \$8.00 per fixture	Base of \$45+ fee / service install. Base of \$45 + \$8.00 per fixture	Base of \$45+ fee / service install. Base of \$45 + \$8.00 per fixture
*Plumbing Permits	\$45	\$45	\$45	\$45	\$45
*Dumpster Permits					
Right of Way Permits *					
*Fence Permits	\$39	\$39	\$39	\$39	\$39
*Roof Permits	\$39	\$39	\$39	\$39	\$39
*Tent Permits	\$79	\$79	\$79	\$79	\$79
*Swim Pool Permit Fee	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation
*Private Spa Permit Fee	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation
*Grading Permit	New Homes- Village Cost + 235; All Other- \$120 \$4,500	New Homes- Village Cost + 235; All Other- \$120 \$4,500	New Homes- Village Cost + 235; All Other- \$120 \$4,500	New Homes- Village Cost + 235; All Other- \$120 \$4,500	New Homes- Village Cost + 235; All Other- \$120 \$4,500
*Demolition Fee					
Demolition Fee - Access *					
Demolition Fee - Tank *					
*Plan Review Fees, Res	\$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
*Inspections	\$39	\$39	\$39	\$39	\$39
*Permit Penalties	\$153 or 50%	\$153 or 50%	\$153 or 50%	\$153 or 50%	\$153 or 50%
*Tapping fees	Village cost + \$45	Village cost + \$45	Village cost + \$45	Village cost + \$45	Village cost + \$45
*Water meter fees	Village cost + \$45	Village cost + \$45	Village cost + \$45	Village cost + \$45	Village cost + \$45
*Construction water fees	\$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
<b>Planning and Zoning Filing Fees:</b>					
*ZBA/ARC/PC fees	\$123-\$777	\$123-\$777	\$123-\$777	\$123-\$777	\$123-\$777
*Temp Use-six days +	\$123	\$123	\$123	\$123	\$123
*ARC-appear certificate	\$123	\$123	\$123	\$123	\$123
<b>Service Charges:</b>					
Refuse Charges	\$23.75 / month	\$23.75 / month	\$23.75 / month	\$23.75 / month	\$23.75 / month
Ambulance Transport Fees	BLS \$450/ALSI	BLS \$450/ALSI	BLS \$450/ALSI	BLS \$450/ALSI	BLS \$450/ALSI
	\$550/ALSI\$700 - plus mileage \$7.50	\$550/ALSI\$700 - plus mileage \$7.50	\$550/ALSI\$700 - plus mileage \$7.50	\$550/ALSI\$700 - plus mileage \$7.50	\$550/ALSI\$700 - plus mileage \$7.50
Burglar & Fire Alarm Service	Scaled Rate- Average	Scaled Rate- Average	Scaled Rate- Average	Scaled Rate- Average	Scaled Rate- Average
	is \$100	is \$100	is \$100	is \$100	\$100
*Elevator Inspections	\$79	\$79	\$79	\$79	\$79
*Elevator Plan Rev Fee	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation	\$20.16 per \$1,000 valuation
Yard Waste Stickers	\$2.25 per sticker	\$2.25 per sticker	\$2.25 per sticker	\$2.25 per sticker	\$2.25 per sticker
Daily Metra Parking Fee	\$2.50/\$2.00	\$2.50/\$2.00	\$2.55/\$2.05	\$2.55/\$2.05	\$2.55/\$2.05
Vehicle Fuel Tax	0.04 cent per gallon	0.04 cent per gallon	0.04 cent per gallon	0.04 cent per gallon	0.04 cent per gallon
	\$2.68 per 100 cub. ft.	\$2.75 per 100 cub. ft.	\$2.75 per 100 cub. ft.	\$2.75 per 100 cub. ft.	\$2.75 per 100 cub. ft.
Residential Water Rate					
Residential Sewer Rate	\$4.24 per 100 cub. ft	\$4.24 per 100 cub. ft	\$4.40 per 100 cub. ft	\$4.40 per 100 cub. ft	\$4.40 per 100 cub. ft
Stormwater Utility Fixed Fee	-	-	\$40 per year	\$50 per year	\$60 per year
Stormwater Utility ERU Fee	-	-	\$104 per unit	\$125 per unit	\$155 per unit

# Village of Wilmette 2022 Budget

Tax Levy Actual and 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	10,365,000	650,000	5,581,000	3,730,000				20,326,000	3.97%
2021	10,942,300	650,000	5,581,000	3,653,000				20,826,300	2.46%
2022	11,330,000	750,000	5,687,000	3,753,000				21,520,000	3.33%
2023	11,840,400	905,000	5,590,000	3,698,000				22,033,400	2.39%
2024	12,373,400	969,000	5,493,000	3,684,000				22,519,400	2.21%
2025	12,938,100	2,597,900	5,513,000	1,997,000				23,046,000	2.34%
2026	13,518,500	2,357,000	5,467,000	2,246,000				23,588,500	2.35%
2027	14,126,300	2,355,000	5,421,000	2,248,000				24,150,300	2.38%
2028	14,761,800	2,430,000	5,417,000	2,173,000				24,781,800	2.61%
2029	15,425,500	2,431,000	5,368,000	2,172,000				25,396,500	2.48%

\* The itemization of the employer contribution to the Fire and Police Pension Funds will be new on the 2017 tax levy

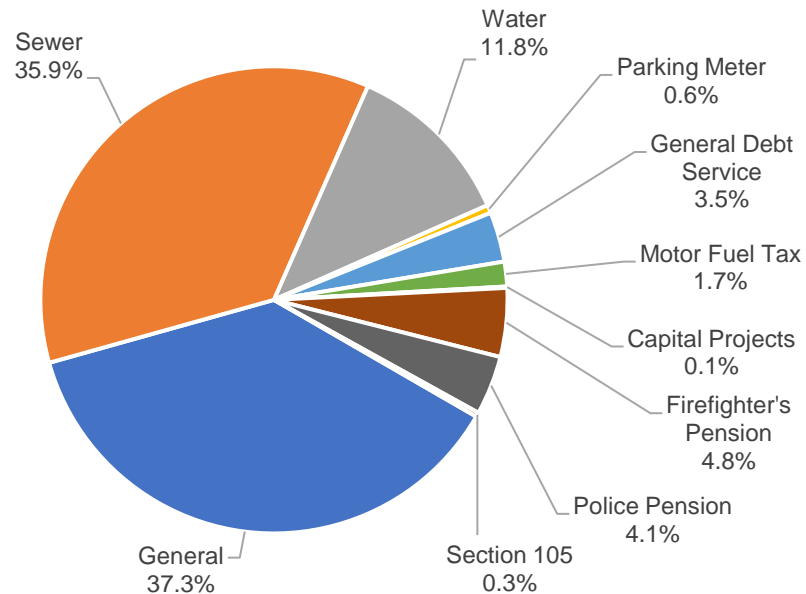
\*\* These adjustments, in total, net to zero. They are designed to eliminate large percentage fluctuations in the Village's tax levy due to the issuance of new debt.

2021 components of levy increase:	Increase
General Operations	2.84%
Debt Service	-0.38%
Fire and Police Pension Growth	0.00%
<b>Total 2021 Tax Levy Growth</b>	<b>2.46%</b>

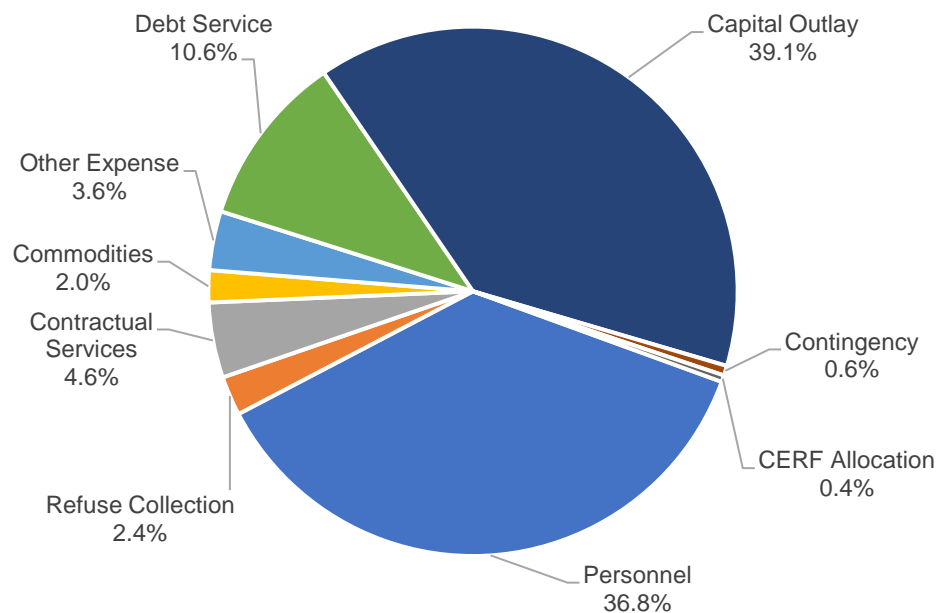


# Expenditure Summary

Total Village expenditures (excluding internal services) are budgeted at \$104,889,988 for 2022. The expenditures are primarily in support of the General Fund, Water Fund, and Sewer Fund, which make up 85.6% of all expenditures. Overall, 2022 expenditures are up 13.7% compared to 2021 expenditures. Below is a breakdown of expenditures by major funds.



Below is a breakdown of Village expenditures by type. Most expenditures are related to capital outlay in 2022 at 39.1%, with the next largest expense category being personnel at 36.8%.



**Village of Willmette**  
Proposed 2022 Budget - Expenditure Summary



		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)
<b>OPERATING FUNDS</b>							
<b>GENERAL FUND</b>	PERSONNEL EXPENSE	21,739,495	22,255,036	23,274,391	23,252,631	24,288,878	1,014,487
	REFUSE COLLECTION	2,372,840	2,381,499	2,456,475	2,464,122	2,516,030	59,555
	CONTRACTUAL SERVICES	2,480,733	2,256,474	2,829,456	2,809,909	3,130,160	300,704
	COMMODITIES	777,770	766,512	799,097	848,653	935,969	136,872
	OTHER EXPENSE	7,031,650	6,752,432	1,604,403	1,651,279	1,889,292	284,889
	DEBT SERVICE EXPENSE	12,500	12,500	12,500	12,500	12,500	-
	CAPITAL OUTLAY	4,334,436	4,682,597	4,023,885	3,996,238	5,322,355	1,298,470
	CONTINGENCY EXPENSE	51,914	635,807	520,000	609,739	630,000	110,000
	CERF ALLOCATION	-	-	423,360	-	423,360	-
	<b>GENERAL FUND Total</b>	<b>38,801,339</b>	<b>39,742,857</b>	<b>35,943,567</b>	<b>35,645,071</b>	<b>39,148,544</b>	<b>3,204,977</b>
<b>SEWER FUND</b>	PERSONNEL EXPENSE	901,387	910,713	1,014,425	1,025,496	1,017,649	3,224
	CONTRACTUAL SERVICES	525,495	492,522	596,580	525,265	637,100	40,520
	COMMODITIES	105,166	81,651	96,900	91,399	99,880	2,980
	OTHER EXPENSE	177,380	135,544	191,364	153,904	167,058	(24,306)
	DEBT SERVICE EXPENSE	3,185,064	1,569,000	4,546,000	4,690,822	4,661,000	115,000
	CAPITAL OUTLAY	5,312,698	21,004,490	21,491,000	20,158,827	31,113,000	9,622,000
	<b>SEWER FUND Total</b>	<b>10,207,189</b>	<b>24,193,920</b>	<b>27,936,269</b>	<b>26,645,713</b>	<b>37,695,687</b>	<b>9,759,418</b>
<b>WATER FUND</b>	PERSONNEL EXPENSE	3,413,159	3,665,333	3,770,613	3,776,006	3,876,060	105,447
	CONTRACTUAL SERVICES	478,722	369,792	467,650	470,522	586,620	118,970
	COMMODITIES	806,258	853,999	972,765	957,918	993,925	21,160
	OTHER EXPENSE	1,266,216	1,331,427	1,648,279	1,351,895	1,641,114	(7,165)
	DEBT SERVICE EXPENSE	2,329,202	355,488	3,015,000	2,813,500	2,800,000	(215,000)
	CAPITAL OUTLAY	7,464,385	4,895,211	673,500	594,853	2,444,080	1,770,580
	<b>WATER FUND Total</b>	<b>15,757,943</b>	<b>11,471,250</b>	<b>10,547,807</b>	<b>9,964,694</b>	<b>12,341,799</b>	<b>1,793,992</b>
<b>PARKING METER FUND</b>	PERSONNEL EXPENSE	127,526	135,676	144,639	143,683	157,358	12,719
	CONTRACTUAL SERVICES	119,642	77,195	103,910	113,215	125,480	21,570
	COMMODITIES	20,613	16,964	26,320	20,043	24,520	(1,800)
	OTHER EXPENSE	101,611	24,839	60,200	46,249	60,200	-
	CAPITAL OUTLAY	-	-	-	-	220,000	220,000
	<b>PARKING METER FUND Total</b>	<b>369,391</b>	<b>254,674</b>	<b>335,069</b>	<b>323,190</b>	<b>587,558</b>	<b>252,489</b>
<b>OPERATING FUNDS Total</b>		<b>65,135,862</b>	<b>75,662,701</b>	<b>74,762,712</b>	<b>72,578,668</b>	<b>89,773,588</b>	<b>15,010,876</b>
<b>CAPITAL &amp; DEBT SERVICE FUNDS</b>							
<b>GENERAL DEBT SERVICE FUND</b>	DEBT SERVICE EXPENSE	3,677,375	3,710,509	3,695,000	3,695,300	3,622,000	(73,000)
	<b>GENERAL DEBT SERVICE FUND Total</b>	<b>3,677,375</b>	<b>3,710,509</b>	<b>3,695,000</b>	<b>3,695,300</b>	<b>3,622,000</b>	<b>(73,000)</b>
<b>MOTOR FUEL TAX FUND</b>	CAPITAL OUTLAY	635,944	1,200,000	1,795,000	1,797,500	1,795,000	-
	<b>MOTOR FUEL TAX FUND Total</b>	<b>635,944</b>	<b>1,200,000</b>	<b>1,795,000</b>	<b>1,797,500</b>	<b>1,795,000</b>	<b>-</b>
<b>CAPITAL PROJECTS FUND</b>	DEBT SERVICE EXPENSE	-	-	60,000	60,000	-	(60,000)
	CAPITAL OUTLAY	626,638	1,894	2,501,343	2,404,488	100,000	(2,401,343)
<b>CAPITAL PROJECTS FUND Total</b>		<b>626,638</b>	<b>1,894</b>	<b>2,561,343</b>	<b>2,464,488</b>	<b>100,000</b>	<b>(2,461,343)</b>
<b>CAPITAL &amp; DEBT SERVICE FUNDS Total</b>		<b>4,939,957</b>	<b>4,912,403</b>	<b>8,051,343</b>	<b>7,957,288</b>	<b>5,517,000</b>	<b>(2,534,343)</b>
<b>PENSION FUNDS</b>							
<b>FIREFIGHTERS' PENSION FUND</b>	PERSONNEL EXPENSE	4,136,671	4,247,409	4,670,000	4,650,000	4,806,000	136,000
	CONTRACTUAL SERVICES	85,519	71,589	156,200	156,000	171,200	15,000
	OTHER EXPENSE	9,100	8,795	13,000	13,000	13,000	-
	<b>FIREFIGHTERS' PENSION FUND Total</b>	<b>4,231,290</b>	<b>4,327,793</b>	<b>4,839,200</b>	<b>4,819,000</b>	<b>4,990,200</b>	<b>151,000</b>
<b>POLICE PENSION FUND</b>	PERSONNEL EXPENSE	3,601,127	3,651,865	4,115,000	4,124,000	4,115,000	-
	CONTRACTUAL SERVICES	89,408	73,117	156,200	156,000	171,200	15,000
	OTHER EXPENSE	9,780	8,795	13,000	13,000	13,000	-
<b>POLICE PENSION FUND Total</b>		<b>3,700,316</b>	<b>3,733,777</b>	<b>4,284,200</b>	<b>4,293,000</b>	<b>4,299,200</b>	<b>15,000</b>
<b>SECTION 105 FUND</b>	PERSONNEL EXPENSE	302,265	297,789	310,000	306,887	310,000	-
	<b>SECTION 105 FUND Total</b>	<b>302,265</b>	<b>297,789</b>	<b>310,000</b>	<b>306,887</b>	<b>310,000</b>	<b>-</b>

**Village of Willmette**  
Proposed 2022 Budget - Expenditure Summary



		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)
<b>PENSION FUNDS Total</b>		<b>8,233,871</b>	<b>8,359,359</b>	<b>9,433,400</b>	<b>9,418,887</b>	<b>9,599,400</b>	<b>166,000</b>
<b>TOTAL EXPENDITURES BEFORE INTERNAL SERVICE FUNDS</b>		<b>\$ 78,309,690</b>	<b>\$ 88,934,463</b>	<b>\$ 92,247,455</b>	<b>\$ 89,954,843</b>	<b>\$ 104,889,988</b>	<b>\$ 12,642,533</b>
		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)
<b>INTERNAL SERVICE FUNDS</b>							
MUNICIPAL GARAGE	PERSONNEL EXPENSE	859,132	900,039	945,145	902,903	861,465	(83,680)
	CONTRACTUAL SERVICES	84,929	105,851	106,340	154,937	110,820	4,480
	COMMODITIES	372,316	281,320	357,650	399,657	393,304	35,654
	OTHER EXPENSE	7,328	8,339	8,740	8,917	10,740	2,000
	INSURANCE EXPENSE	59,000	-	-	-	59,000	59,000
<b>MUNICIPAL GARAGE Total</b>		<b>1,382,705</b>	<b>1,295,549</b>	<b>1,417,875</b>	<b>1,466,414</b>	<b>1,435,329</b>	<b>17,454</b>
EMPLOYEE INSURANCE FUND	PERSONNEL EXPENSE	3,156,534	3,449,539	3,645,072	3,614,157	3,630,422	(14,650)
<b>EMPLOYEE INSURANCE FUND Total</b>		<b>3,156,534</b>	<b>3,449,539</b>	<b>3,645,072</b>	<b>3,614,157</b>	<b>3,630,422</b>	<b>(14,650)</b>
WORKERS' COMPENSATION FUND	INSURANCE EXPENSE	319,125	169,766	156,091	152,528	156,900	809
<b>WORKERS' COMPENSATION FUND Total</b>		<b>319,125</b>	<b>169,766</b>	<b>156,091</b>	<b>152,528</b>	<b>156,900</b>	<b>809</b>
ILLINOIS MUNICIPAL RETIREMENT	PERSONNEL EXPENSE	1,941,996	2,194,722	2,286,316	2,248,407	2,370,059	83,743
<b>ILLINOIS MUNICIPAL RETIREMENT Total</b>		<b>1,941,996</b>	<b>2,194,722</b>	<b>2,286,316</b>	<b>2,248,407</b>	<b>2,370,059</b>	<b>83,743</b>
<b>INTERNAL SERVICE FUNDS Total</b>		<b>6,800,360</b>	<b>7,109,576</b>	<b>7,505,354</b>	<b>7,481,506</b>	<b>7,592,710</b>	<b>87,356</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 85,110,050</b>	<b>\$ 96,044,039</b>	<b>\$ 99,752,809</b>	<b>\$ 97,436,349</b>	<b>\$ 112,482,698</b>	<b>\$ 12,729,889</b>



**Village of Wilmette 2022 Proposed Budget**

Cash Flow Analysis

*All Funds*

<b>Fund</b>	<b>2020 Ending Balance</b>	<b>2021 Revenue</b>	<b>2021 Expense</b>	<b>2021 YE Estimate</b>	<b>2022 Revenue</b>	<b>2022 Expense</b>	<b>2022 YE Projection</b>
General Fund	11,893,101	31,208,641	31,765,213	11,336,529	32,111,975	33,967,354	9,481,150
CERF	1,957,847	842,083	556,872	2,243,058	473,360	1,066,500	1,649,918
Infrastructure Investment	1,798,268	8,017,153	7,524,974	2,290,447	5,513,806	5,586,330	2,217,923
Capital Projects Fund	-	955,512	60,000	895,512	(100,000)	-	795,512
Motor Fuel Tax	997,937	1,656,046	1,795,000	858,983	1,743,500	1,795,000	807,483
Water Fund <i>(Operating)</i>	3,737,876	10,939,473	9,549,569	5,127,780	10,200,250	10,616,799	4,711,231
Water Fund <i>(Capital)</i>	252,519	1,841,296	415,125	1,678,690	3,516,296	1,725,000	3,469,986
Sewer Fund <i>(Operating)</i>	2,363,210	5,203,098	5,382,543	2,183,765	5,011,000	5,224,403	1,970,362
Stormwater <i>(Operating)</i>	307,068	1,746,848	1,567,228	486,688	2,091,000	1,833,284	744,404
Stormwater/Sewer <i>(Capital)</i>	3,096,504	20,500,000	15,500,000	8,096,504	22,520,000	30,638,000	(21,496)
Parking Meter Fund	974,781	160,304	323,190	811,895	327,300	587,558	551,637
Debt Service Fund	17,802	3,669,693	3,695,300	(7,805)	3,607,500	3,622,000	(22,305)
<b>NON-PENSION FUNDS</b>	<b>27,396,913</b>	<b>86,740,147</b>	<b>78,135,014</b>	<b>36,002,046</b>	<b>87,015,987</b>	<b>96,662,228</b>	<b>26,355,805</b>
Fire Pension Fund	57,455,994	7,644,870	4,819,000	60,281,864	7,659,000	4,990,200	62,950,664
Police Pension Fund	58,204,152	7,008,318	4,293,000	60,919,470	7,041,000	4,299,200	63,661,270
Section 105 Fund	57,379	271,975	306,887	22,467	275,002	310,000	(12,531)
<b>PENSION FUNDS \$</b>	<b>115,717,525</b>	<b>\$ 14,925,163</b>	<b>\$ 9,418,887</b>	<b>\$ 121,223,801</b>	<b>\$ 14,975,002</b>	<b>\$ 9,599,400</b>	<b>\$ 126,599,403</b>

# Village of Wilmette 2022 Proposed Budget

## Cash Flow Analysis

### General Fund

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUES</b>			
PROPERTY TAX	10,811,800	10,811,800	11,385,600
SALES TAX	3,530,000	3,919,216	4,342,880
HOME RULE SALES TAX	1,600,000	1,730,737	1,990,305
SERVICE CHARGES	3,180,900	3,185,539	3,284,400
INCOME TAX	2,492,000	3,528,914	3,443,000
UTILITY TAXES	1,905,000	1,801,965	1,800,000
OTHER REVENUE	2,996,400	2,945,317	2,969,800
PERMITS	1,769,500	2,001,697	2,046,300
LICENSES	1,830,500	1,833,768	1,831,500
INTERFUND TRANSFER	1,340,000	1,050,000	1,340,000
REAL ESTATE TRANSFER TAX	1,080,000	1,789,425	1,336,500
GRANT/CONTRIBUTIONS	-	-	10,000
<i>RECURRING Total</i>	<i>32,536,100</i>	<i>34,598,378</i>	<i>35,780,285</i>
OTHER REVENUE	80,000	72,000	100,000
PERMITS	100,000	512,052	100,000
REAL ESTATE TRANSFER TAX	-	18,000	-
GRANT/CONTRIBUTIONS	862,883	806,959	275,356
<i>NON-RECURRING Total</i>	<i>1,042,883</i>	<i>1,409,011</i>	<i>475,356</i>
<b>REVENUE Subtotal</b>	<b>33,578,983</b>	<b>36,007,389</b>	<b>36,255,641</b>
<b>PROGRAM ALLOCATIONS</b>			
INFRASTRUCTURE INVESTMENT	(3,250,234)	(3,956,665)	(3,670,306)
CERF	(658,360)	(842,083)	(473,360)
<b>PROGRAM ALLOCATIONS Subtotal</b>	<b>(3,908,594)</b>	<b>(4,798,748)</b>	<b>(4,143,666)</b>
<b>UNRESTRICTED REVENUES</b>	<b>29,670,389</b>	<b>31,208,641</b>	<b>32,111,975</b>
<b>EXPENSES</b>			
PERSONNEL EXPENSE	23,274,391	23,252,631	24,288,878
REFUSE COLLECTION	2,456,475	2,464,122	2,516,030
CONTRACTUAL SERVICES	2,829,456	2,809,909	3,130,160
COMMODITIES	799,097	848,653	935,969
OTHER EXPENSE	1,604,403	1,651,279	1,889,292
DEBT SERVICE EXPENSE	12,500	12,500	12,500
CAPITAL OUTLAY	4,023,885	3,996,238	5,322,355
CONTINGENCY EXPENSE	520,000	609,739	630,000
<b>GENERAL FUND EXPENSES</b>	<b>35,520,207</b>	<b>35,645,071</b>	<b>38,725,184</b>
<b>PROGRAM EXPENSES</b>			
INFRASTRUCTURE INVESTMENT	(2,936,155)	(3,322,986)	(3,691,330)
CERF	(972,000)	(556,872)	(1,066,500)
<b>PROGRAM EXPENSES Subtotal</b>	<b>(3,908,155)</b>	<b>(3,879,858)</b>	<b>(4,757,830)</b>
<b>GENERAL FUND EXPENSES</b>	<b>31,612,052</b>	<b>31,765,213</b>	<b>33,967,354</b>
<b>BALANCES</b>			
Beginning Year Balance	11,893,101	11,893,101	11,336,529
Balance Change (+/-)	(1,941,663)	(556,572)	(1,855,379)
<b>Ending Balance</b>	<b>9,951,438</b>	<b>11,336,529</b>	<b>9,481,150</b>

# Village of Wilmette 2022 Proposed Budget

## Cash Flow Analysis

### Capital Equipment Replacement Fund (CERF)

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
NON-RECURRING REVENUE ALLOCATION	50,000	256,026	50,000
PUBLIC WORKS ALLOCATION	159,860	159,860	159,860
FIRE ALLOCATION	137,810	137,810	137,810
POLICE ALLOCATION	125,690	125,690	125,690
GRANT REVENUE	185,000	162,697	-
<b>REVENUE Subtotal</b>	<b>658,360</b>	<b>842,083</b>	<b>473,360</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
CARDIAC MONITOR AND DEFIBRILLATOR	68,000	66,401	-
COUNCIL CHAMBERS A/V UPGRADE	80,000	133,475	-
SIDEWALK SNOWPLOW (C02)	168,000	-	168,000
UNMARKED SQUAD CAR (SQ523)	46,000	45,106	-
LARGE DUMP TRUCK (T17)	235,000	135,000	100,000
AERIAL LIFT TRUCK (T24)	190,000	-	190,000
E-911 SYSTEM UPGRADE	185,000	162,697	-
FIRE UTILITY VEHICLE	-	14,193	
DOCUMENT MANAGEMENT	-	-	20,000
ALL-TERRAIN VEHICLE	-	-	30,000
UTILITY VEHICLE/CSO(SQ522)	-	-	49,000
MARKED SQUAD CAR (SQ501)	-	-	49,000
MARKED SQUAD - SHIFT SUPERVISOR (SQ503)	-	-	49,000
UTILITY VEHICLE (SQ515)	-	-	49,000
HYBRID SUV (P13)	-	-	35,000
PICK-UP TRUCK (T47)	-	-	70,000
STREET SWEEPER (S01)	-	-	172,500
UTILITY TRUCK (T31)	-	-	85,000
<b>Expense Subtotal</b>	<b>972,000</b>	<b>556,872</b>	<b>1,066,500</b>

<b>BALANCES</b>	2021 Budget	2021 Estimate	2022 Proposed
BEGINNING BALANCE	1,957,847	1,957,847	2,243,058
BALANCE CHANGE (+/-)	(313,640)	285,211	(593,140)
<b>ENDING BALANCE</b>	<b>1,644,207</b>	<b>2,243,058</b>	<b>1,649,918</b>

**Village of Wilmette 2022 Proposed Budget**  
Cash Flow Analysis  
Infrastructure Investment Program

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
<b>GENERAL FUND ALLOCATION</b>			
FUEL TAX	212,000	192,791	222,600
GRANT	617,884	585,641	225,356
HOME RULE SALES TAX	135,350	135,350	135,350
PAVEMENT DEGRADATION FEE	120,000	94,199	100,000
PROP. TAXES - CURRENT YR LEVY	650,000	650,000	650,000
VEHICLE LICENSES	1,515,000	1,516,424	1,515,000
<b>RESERVE DRAWDOWN</b>	-	<b>782,260</b>	<b>822,000</b>
<i>GF ALLOCATION Subtotal</i>	<i>3,250,234</i>	<i>3,956,665</i>	<i>3,670,306</i>
<b>MFT ALLOCATION</b>			
GRANT	595,000	595,000	595,000
INTEREST EARNINGS	4,500	6,000	4,500
MOTOR FUEL TAX ALLOTMENTS	1,067,200	1,055,000	1,144,000
<i>MFT ALLOCATION Subtotal</i>	<i>1,666,700</i>	<i>1,656,000</i>	<i>1,743,500</i>
<b>CAPITAL PROJECTS ALLOCATION</b>			
BOND PROCEEDS	3,125,000	2,404,488	100,000
<i>CAPITAL PROJECTS ALLOCATION Subtotal</i>	<i>3,125,000</i>	<i>2,404,488</i>	<i>100,000</i>
<b>ALLOCATION Total</b>	<b>8,041,934</b>	<b>8,017,153</b>	<b>5,513,806</b>
	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
<b>GENERAL FUND EXPENSES</b>			
STREET RESURFACING	574,000	574,000	645,000
<b>STREET RESURFACING - ADDITIONAL WORK</b>	-	<b>782,260</b>	<b>500,000</b>
ALLEY RECONSTRUCTION PROJECT	574,000	500,000	576,000
BRICK STREET RENOVATION	341,000	218,000	390,000
ENGINEERING SERVICES - ROAD	166,000	190,000	151,000
BRICK STREET MAINTENANCE	113,000	113,000	116,000
PAVEMENT PATCHING PROGRAM	95,000	95,000	98,000
PAVEMENT SURFACE REJUVENATION	88,000	63,418	80,000
SIDEWALK REPLACEMENT PROGRAM	75,000	75,000	77,000
DECORATIVE BRICK REPAIRS	-	-	15,000
PEDESTRIAN IMPROVEMENTS	55,000	55,000	-
PAVEMENT MARKING PROGRAM	52,000	52,000	54,000
<b>BIKE PLAN IMPLEMENTATION</b>	<b>50,000</b>	<b>31,110</b>	<b>120,000</b>
CRACK SEALING PROGRAM	26,000	26,000	27,000
CURB REPLACEMENT PROGRAM	26,000	26,000	28,000
TRAFFIC CALMING PROGRAM	25,000	31,495	25,000
PHASE I STUDIES & PHASE II ENGINEERING DESIGNS	20,000	1,500	260,000
<b>INFRASTRUCTURE - PARKING LOTS</b>	<b>15,000</b>	-	<b>52,000</b>
CENTRAL AVENUE	517,100	470,162	-
<b>BAKER ALLEY RECONSTRUCTION</b>	-	-	<b>150,000</b>
ELECTRIC VEHICLE CHARGING STATION	-	-	10,000
SKOKIE/LAKE INTERSECTION	99,055	19,041	266,830
SKOKIE VALLEY TRAIL	25,000	-	50,500
<i>GF EXPENSE Subtotal</i>	<i>2,936,155</i>	<i>3,322,986</i>	<i>3,691,330</i>
<b>MFT EXPENSES</b>			
STREET RESURFACING	1,200,000	1,200,000	1,200,000
GRANT DISTRIBUTION	595,000	597,500	595,000
<i>MFT EXPENSE Subtotal</i>	<i>1,795,000</i>	<i>1,797,500</i>	<i>1,795,000</i>
<b>CAPITAL PROJECTS EXPENSES</b>			
CENTRAL AVENUE	2,326,843	2,404,488	100,000
<i>CAPITAL PROJECTS EXPENSE Subtotal</i>	<i>2,326,843</i>	<i>2,404,488</i>	<i>100,000</i>
<b>Expense Subtotal</b>	<b>7,057,998</b>	<b>7,524,974</b>	<b>5,586,330</b>
	2021 Budget	2021 Estimate	2022 Proposed
<b>BALANCES</b>			
BEGINNING BALANCE	1,798,268	1,798,268	2,290,447
BALANCE CHANGE (+/-)	983,936	492,179	(72,524)
<b>ENDING BALANCE</b>	<b>2,782,204</b>	<b>2,290,447</b>	<b>2,217,923</b>

**Village of Wilmette 2022 Proposed Budget**

## Cash Flow Analysis

*Motor Fuel Tax Fund*

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
MOTOR FUEL TAX ALLOTMENTS	1,067,200	1,055,000	1,144,000
GRANT	595,000	595,046	595,000
INVESTMENT INCOME	4,500	6,000	4,500
<b>REVENUE Subtotal</b>	<b>1,666,700</b>	<b>1,656,046</b>	<b>1,743,500</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>PROGRAM ALLOCATIONS</b>			
INFRASTRUCTURE - ROADS	1,795,000	1,795,000	1,795,000
<b>PROGRAM ALLOCATIONS Subtotal</b>	<b>1,795,000</b>	<b>1,795,000</b>	<b>1,795,000</b>

<b>BALANCES</b>	2021 Budget	2021 Estimate	2022 Proposed
BEGINNING BALANCE	997,937	997,937	858,983
BALANCE CHANGE (+/-)	(128,300)	(138,954)	(51,500)
<b>ENDING BALANCE</b>	<b>869,637</b>	<b>858,983</b>	<b>807,483</b>

# Village of Wilmette 2022 Proposed Budget

## Cash Flow Analysis

### Capital Projects Fund

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
BOND ISSUANCE	3,360,000	3,360,000	-
<b>REVENUE Subtotal</b>	<b>3,360,000</b>	<b>3,360,000</b>	<b>-</b>
<b>PROGRAM ALLOCATIONS</b>			
CENTRAL AVENUE	(2,326,843)	(2,404,488)	(100,000)
<b>PROGRAM ALLOCATIONS Subtotal</b>	<b>(2,326,843)</b>	<b>(2,404,488)</b>	<b>(100,000)</b>
<b>CAPITAL PROJECTS FUND Revenues</b>	<b>1,033,157</b>	<b>955,512</b>	<b>(100,000)</b>
	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
BOND ISSUANCE COST	60,000	60,000	-
BUILDING IMPROVEMENTS - EPW	174,500	-	-
INFRASTRUCTURE - OTHER	-	-	-
<b>Expense Subtotal</b>	<b>234,500</b>	<b>60,000</b>	<b>-</b>
<b>BALANCES</b>			
BEGINNING BALANCE	-	-	895,512
BALANCE CHANGE (+/-)	798,657	895,512	(100,000)
<b>ENDING BALANCE</b>	<b>798,657</b>	<b>895,512</b>	<b>795,512</b>

# Village of Wilmette 2022 Proposed Budget

## Cash Flow Analysis

### Water Fund

#### WATER OPERATING

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
RESIDENTIAL WATER CHARGES	3,211,900	3,487,900	3,211,900
WHOLESALE WATER SALES	6,668,350	7,300,681	6,668,350
SERVICE CHARGES	50,000	70,426	50,000
OTHER INCOME	120,000	50,618	120,000
INVESTMENT INCOME	100,000	29,848	150,000
<b>REVENUE Subtotal</b>	<b>10,150,250</b>	<b>10,939,473</b>	<b>10,200,250</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
PERSONNEL EXPENSE	3,770,613	3,776,006	3,876,060
CONTRACTUAL SERVICES	467,650	470,522	586,620
COMMODITIES	972,765	957,918	993,925
OTHER EXPENSE	1,648,279	1,351,895	1,641,114
DEBT SERVICE EXPENSE	3,015,000	2,813,500	2,750,000
CAPITAL OUTLAY	273,500	179,728	769,080
<b>Expense Subtotal</b>	<b>10,147,807</b>	<b>9,549,569</b>	<b>10,616,799</b>

<b>BALANCES</b>	2021 Budget	2021 Estimate	2022 Proposed
BEGINNING BALANCE	3,737,876	3,737,876	5,127,780
BALANCE CHANGE (+/-)	2,443	1,389,904	(416,549)
<b>ENDING BALANCE</b>	<b>3,740,319</b>	<b>5,127,780</b>	<b>4,711,231</b>

#### WATER CAPITAL

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
GRANT/CONTRIBUTIONS	-	1,841,296	1,841,296
BOND PROCEEDS	-	-	1,675,000
<b>REVENUE Subtotal</b>	<b>-</b>	<b>1,841,296</b>	<b>3,516,296</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
DEBT SERVICE EXPENSE	-	-	50,000
CAPITAL OUTLAY	400,000	415,125	1,675,000
<b>Expense Subtotal</b>	<b>400,000</b>	<b>415,125</b>	<b>1,725,000</b>

<b>BALANCES</b>	2021 Budget	2021 Estimate	2022 Proposed
BEGINNING BALANCE	252,519	252,519	1,678,690
BALANCE CHANGE (+/-)	(400,000)	1,426,171	1,791,296
<b>ENDING BALANCE</b>	<b>(147,481)</b>	<b>1,678,690</b>	<b>3,469,986</b>

**Village of Wilmette 2022 Proposed Budget**  
Cash Flow Analysis  
Sewer Fund

**SEWER OPERATING**

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
RESIDENTIAL SEWER CHARGES	5,011,000	5,203,098	5,011,000
<b>REVENUE Subtotal</b>	<b>5,011,000</b>	<b>5,203,098</b>	<b>5,011,000</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
PERSONNEL EXPENSE	893,258	911,268	904,365
CONTRACTUAL SERVICES	596,580	525,265	637,100
COMMODITIES	96,900	91,399	99,880
OTHER EXPENSE	131,364	128,904	132,058
DEBT SERVICE EXPENSE	3,058,000	3,062,822	2,758,000
CAPITAL OUTLAY	671,000	662,885	693,000
<b>Expense Subtotal</b>	<b>5,447,102</b>	<b>5,382,543</b>	<b>5,224,403</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>BALANCES</b>			
BEGINNING BALANCE	2,363,210	2,363,210	2,183,765
BALANCE CHANGE (+/-)	(436,102)	(179,445)	(213,403)
<b>ENDING BALANCE</b>	<b>1,927,108</b>	<b>2,183,765</b>	<b>1,970,362</b>

**SEWER/STORMWATER CAPITAL**

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
BOND PROCEEDS	15,500,000	20,500,000	21,800,000
IEPA LOAN	820,000	-	720,000
<b>REVENUE Subtotal</b>	<b>16,320,000</b>	<b>20,500,000</b>	<b>22,520,000</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
BOND ISSUANCE COSTS	60,000	200,000	218,000
BLDG. IMPROV. - PUBLIC WORKS	600,000	100,000	1,300,000
INFRASTRUCTURE - STORM SEWER	19,400,000	15,200,000	28,400,000
INFRASTRUCTURE -COMBINED SEWER	820,000	-	720,000
<b>Expense Subtotal</b>	<b>20,880,000</b>	<b>15,500,000</b>	<b>30,638,000</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>BALANCES</b>			
BEGINNING BALANCE	3,096,504	3,096,504	8,096,504
BALANCE CHANGE (+/-)	(4,560,000)	5,000,000	(8,118,000)
<b>ENDING BALANCE</b>	<b>(1,463,496)</b>	<b>8,096,504</b>	<b>(21,496)</b>

**STORMWATER OPERATING**

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
STORMWATER CHARGES	1,700,300	1,746,848	2,091,000
<b>REVENUE Subtotal</b>	<b>1,700,300</b>	<b>1,746,848</b>	<b>2,091,000</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
PERSONNEL EXPENSE	121,167	114,228	113,284
OTHER EXPENSE	60,000	25,000	35,000
DEBT SERVICE EXPENSE	1,428,000	1,428,000	1,685,000
<b>Expense Subtotal</b>	<b>1,609,167</b>	<b>1,567,228</b>	<b>1,833,284</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>BALANCES</b>			
BEGINNING BALANCE	307,068	307,068	486,688
BALANCE CHANGE (+/-)	91,133	179,620	257,716
<b>ENDING BALANCE</b>	<b>398,201</b>	<b>486,688</b>	<b>744,404</b>



**Village of Wilmette 2022 Proposed Budget**  
Cash Flow Analysis  
Parking Meter Fund

**VILLAGE CENTER**

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
PERMITS	30,100	40,915	42,100
RENTAL	3,000	1,250	3,000
DAILY FEE	119,000	37,901	119,000
<b>REVENUE Subtotal</b>	<b>152,100</b>	<b>80,066</b>	<b>164,100</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
PERSONNEL EXPENSE	75,621	76,174	86,293
CONTRACTUAL SERVICES	73,335	74,469	85,300
COMMODITIES	20,200	15,378	18,800
OTHER EXPENSE	30,200	29,626	30,200
<b>Expense Subtotal</b>	<b>199,356</b>	<b>195,647</b>	<b>220,593</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>BALANCES</b>			
BEGINNING BALANCE	174,388	174,388	58,807
BALANCE CHANGE (+/-)	(47,256)	(115,581)	(56,493)
<b>ENDING BALANCE</b>	<b>127,132</b>	<b>58,807</b>	<b>2,314</b>

**CTA STATION PARKING**

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
PERMITS	18,200	15,683	18,200
INTERFUND TRANSFER	-	-	60,000
DAILY FEE	65,000	50,000	65,000
<b>REVENUE Subtotal</b>	<b>83,200</b>	<b>65,683</b>	<b>143,200</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
PERSONNEL EXPENSE	69,018	67,509	71,065
CONTRACTUAL SERVICES	25,995	32,015	33,230
COMMODITIES	3,520	2,591	3,520
OTHER EXPENSE	30,000	16,623	30,000
CAPITAL OUTLAY	-	-	220,000
<b>Expense Subtotal</b>	<b>128,533</b>	<b>118,738</b>	<b>357,815</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>BALANCES</b>			
BEGINNING BALANCE	505,924	505,924	452,869
BALANCE CHANGE (+/-)	(45,333)	(53,055)	(214,615)
<b>ENDING BALANCE</b>	<b>460,591</b>	<b>452,869</b>	<b>238,254</b>

**BURMEISTER**

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
OTHER INCOME	-	-	-
PERMITS	20,000	14,555	20,000
<b>REVENUE Subtotal</b>	<b>20,000</b>	<b>14,555</b>	<b>20,000</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
CONTRACTUAL SERVICES	4,580	6,731	6,950
COMMODITIES	2,600	2,074	2,200
<b>Expense Subtotal</b>	<b>7,180</b>	<b>8,805</b>	<b>9,150</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>BALANCES</b>			
BEGINNING BALANCE	294,469	294,469	300,219
BALANCE CHANGE (+/-)	12,820	5,750	10,850
<b>ENDING BALANCE</b>	<b>307,289</b>	<b>300,219</b>	<b>311,069</b>

<b>PARKING FUND ENDING BALANCE</b>	<b>895,012</b>	<b>811,895</b>	<b>551,637</b>
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# Village of Wilmette 2022 Proposed Budget

## Cash Flow Analysis

### Debt Service Fund

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
GENERAL FUND TRANSFER	20,000	20,000	20,000
PROP. TAXES	3,663,500	3,649,693	3,587,500
<b>REVENUE Subtotal</b>	<b>3,683,500</b>	<b>3,669,693</b>	<b>3,607,500</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
BOND REGISTRAR FEES	2,000	2,300	2,000
G.O. BOND RETIREMENT	2,800,000	2,800,000	2,740,000
INTEREST EXPENSE	893,000	893,000	880,000
<b>Expense Subtotal</b>	<b>3,695,000</b>	<b>3,695,300</b>	<b>3,622,000</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>BALANCES</b>			
BEGINNING BALANCE	17,802	17,802	(7,805)
BALANCE CHANGE (+/-)	(11,500)	(25,607)	(14,500)
<b>ENDING BALANCE</b>	<b>6,302</b>	<b>(7,805)</b>	<b>(22,305)</b>

**Village of Wilmette 2022 Proposed Budget**

## Cash Flow Analysis

*Firefighter's Pension Fund*

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
PROPERTY TAX	3,126,000	3,126,000	3,126,000
INTERFUND TRANSFER	250,000	250,000	250,000
INVESTMENT INCOME	3,800,000	3,800,000	3,800,000
EMPLOYEE CONTRIBUTIONS	483,000	468,870	483,000
<b>REVENUE Subtotal</b>	<b>7,659,000</b>	<b>7,644,870</b>	<b>7,659,000</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
PERSONNEL EXPENSE	4,670,000	4,650,000	4,806,000
CONTRACTUAL SERVICES	156,200	156,000	171,200
OTHER EXPENSE	13,000	13,000	13,000
<b>Expense Subtotal</b>	<b>4,839,200</b>	<b>4,819,000</b>	<b>4,990,200</b>

<b>BALANCES</b>	2021 Budget	2021 Estimate	2022 Proposed
BEGINNING BALANCE	57,455,994	57,455,994	60,281,864
BALANCE CHANGE (+/-)	2,819,800	2,825,870	2,668,800
<b>ENDING BALANCE</b>	<b>60,275,794</b>	<b>60,281,864</b>	<b>62,950,664</b>

**Village of Wilmette 2022 Proposed Budget**

## Cash Flow Analysis

*Police Pension Fund*

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
PROPERTY TAX	2,455,000	2,455,000	2,455,000
INTERFUND TRANSFER	250,000	250,000	250,000
INVESTMENT INCOME	3,800,000	3,800,000	3,800,000
EMPLOYEE CONTRIBUTIONS	508,000	503,318	536,000
<b>REVENUE Subtotal</b>	<b>7,013,000</b>	<b>7,008,318</b>	<b>7,041,000</b>

	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
PERSONNEL EXPENSE	4,115,000	4,124,000	4,115,000
CONTRACTUAL SERVICES	156,200	156,000	171,200
OTHER EXPENSE	13,000	13,000	13,000
<b>Expense Subtotal</b>	<b>4,284,200</b>	<b>4,293,000</b>	<b>4,299,200</b>

<b>BALANCES</b>	2021 Budget	2021 Estimate	2022 Proposed
BEGINNING BALANCE	58,204,152	58,204,152	60,919,470
BALANCE CHANGE (+/-)	2,728,800	2,715,318	2,741,800
<b>ENDING BALANCE</b>	<b>60,932,952</b>	<b>60,919,470</b>	<b>63,661,270</b>

**Village of Wilmette 2022 Proposed Budget**

## Cash Flow Analysis

*Section 105 Fund*

	2021 Budget	2021 Estimate	2022 Proposed
<b>REVENUE</b>			
INTERFUND TRANSFER	259,994	259,994	260,002
INVESTMENT INCOME	15,000	11,981	15,000
<b>REVENUE Subtotal</b>	<b>274,994</b>	<b>271,975</b>	<b>275,002</b>
	2021 Budget	2021 Estimate	2022 Proposed
<b>EXPENSES</b>			
PERSONNEL EXPENSE	310,000	306,887	310,000
<b>Expense Subtotal</b>	<b>310,000</b>	<b>306,887</b>	<b>310,000</b>
	2021 Budget	2021 Estimate	2022 Proposed
<b>BALANCES</b>			
BEGINNING BALANCE	57,379	57,379	22,467
BALANCE CHANGE (+/-)	(35,006)	(34,912)	(34,998)
<b>ENDING BALANCE</b>	<b>22,373</b>	<b>22,467</b>	<b>(12,531)</b>



# Operating Funds



## **General Fund**

Accounts for the general operations fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund.

## **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.

## **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.



# General Fund





## FUND SUMMARY

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.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Property Tax	14,750,101	10,256,445	10,811,800	10,811,800	11,385,600	573,800
Sales Tax	3,530,063	3,655,377	3,530,000	3,919,216	4,342,880	812,880
Income Tax	2,883,115	2,943,516	2,492,000	3,528,914	3,443,000	951,000
Service Charges	3,282,777	3,195,994	3,180,900	3,185,539	3,284,400	103,500
Other Revenue	3,958,462	2,849,545	3,076,400	3,017,317	3,069,800	(6,600)
Permits	3,252,139	2,315,646	1,869,500	2,513,749	2,146,300	276,800
Home Rule Sales Tax	1,751,402	1,561,423	1,600,000	1,730,737	1,990,305	390,305
Utility Taxes	1,955,308	1,845,112	1,905,000	1,801,965	1,800,000	(105,000)
Licenses	1,899,519	1,825,580	1,830,500	1,833,768	1,831,500	1,000
Interfund Transfer	1,000,000	1,050,000	1,340,000	1,050,000	1,340,000	-
Real Estate Transfer Tax	1,238,816	1,482,836	1,080,000	1,807,425	1,336,500	256,500
Grant/Contributions	1,031,536	649,941	862,883	806,959	285,356	(577,527)
<b>TOTAL REVENUES</b>	<b>40,533,237</b>	<b>33,631,415</b>	<b>33,578,983</b>	<b>36,007,389</b>	<b>36,255,641</b>	<b>2,676,658</b>



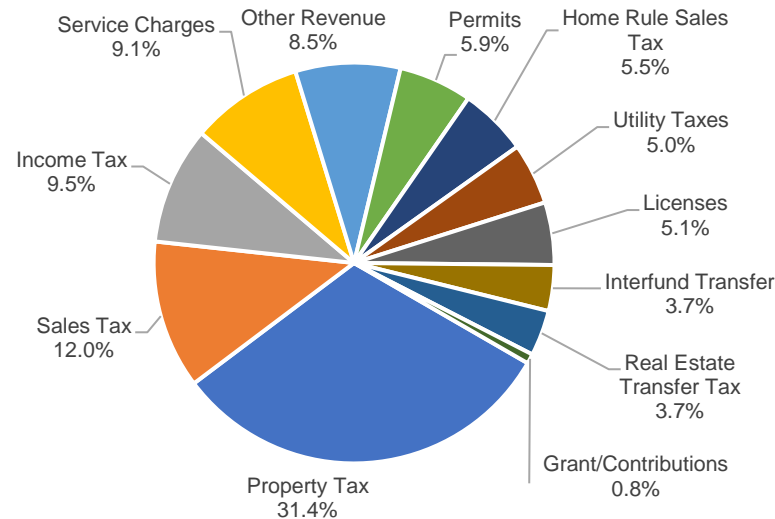
## Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Village Manager's Office	769,857	804,168	780,038	764,856	796,126	16,088
Legislative	28,036	24,185	26,000	24,186	26,000	-
Fire & Police Commission	100,513	76,446	78,478	98,374	82,175	3,697
Miscellaneous Boards & Commissions	5,293	1,370	8,950	8,522	8,950	-
Cable TV	156,559	163,235	179,776	174,548	179,510	(266)
Historical Museum	168,894	179,422	177,646	180,920	199,266	21,620
Contingency	51,914	635,807	520,000	609,739	630,000	110,000
<b>Administration Subtotal</b>	<b>1,281,066</b>	<b>1,884,633</b>	<b>1,770,888</b>	<b>1,861,145</b>	<b>1,922,027</b>	<b>151,139</b>
Community Development	1,436,876	1,520,701	1,778,127	1,628,983	1,988,039	209,912
Business Development	499,717	441,208	350,710	400,981	496,247	145,537
Health	44,980	45,450	46,360	46,360	46,360	-
<b>Community Development Subtotal</b>	<b>1,981,573</b>	<b>2,007,359</b>	<b>2,175,197</b>	<b>2,076,324</b>	<b>2,530,646</b>	<b>355,449</b>
Finance	1,306,678	1,355,992	1,380,183	1,397,581	1,555,191	175,008
<b>Finance Subtotal</b>	<b>1,306,678</b>	<b>1,355,992</b>	<b>1,380,183</b>	<b>1,397,581</b>	<b>1,555,191</b>	<b>175,008</b>
Fire	9,672,158	9,826,924	7,454,874	7,362,285	7,455,275	401
<b>Fire Subtotal</b>	<b>9,672,158</b>	<b>9,826,924</b>	<b>7,454,874</b>	<b>7,362,285</b>	<b>7,455,275</b>	<b>401</b>
Administrative Services	796,199	845,955	912,164	948,963	984,634	72,470
<b>Administrative Services Subtotal</b>	<b>796,199</b>	<b>845,955</b>	<b>912,164</b>	<b>948,963</b>	<b>984,634</b>	<b>72,470</b>
Law	310,020	314,961	308,450	335,311	318,481	10,031
<b>Law Subtotal</b>	<b>310,020</b>	<b>314,961</b>	<b>308,450</b>	<b>335,311</b>	<b>318,481</b>	<b>10,031</b>
General Liability & Insurance	270,110	20,868	30,000	31,560	190,800	160,800
<b>Insurance Subtotal</b>	<b>270,110</b>	<b>20,868</b>	<b>30,000</b>	<b>31,560</b>	<b>190,800</b>	<b>160,800</b>
Police Operations	8,890,533	9,027,480	7,270,239	7,014,320	7,542,268	272,029
Police Services	868,538	854,714	908,723	913,395	936,783	28,060
Public Safety Communications	1,477,853	1,518,878	1,566,548	1,610,752	1,662,374	95,826
Police - Crossing Guards	271,776	264,563	284,274	282,789	298,951	14,677
<b>Police Subtotal</b>	<b>11,508,700</b>	<b>11,665,635</b>	<b>10,029,784</b>	<b>9,821,256</b>	<b>10,440,376</b>	<b>410,592</b>
Engineering	890,270	844,110	969,441	936,113	1,029,275	59,834
<i>Infrastructure Investment</i>	<i>3,483,804</i>	<i>3,520,811</i>	<i>2,936,155</i>	<i>3,322,986</i>	<i>3,691,330</i>	<i>755,175</i>
Buildings & Grounds	616,756	736,318	712,714	741,959	1,143,070	430,356
Streets	2,516,736	2,253,594	2,681,112	2,660,327	2,961,264	280,152
Refuse Collection & Disposal	2,376,576	2,383,419	2,459,625	2,465,082	2,519,180	59,555
Street Lighting	385,831	328,544	367,844	362,128	472,283	104,439
Tree Maintenance	681,601	664,824	783,136	765,179	868,212	85,076
<b>Engineering &amp; Public Work Subtotal</b>	<b>10,951,574</b>	<b>10,731,620</b>	<b>10,910,027</b>	<b>11,253,774</b>	<b>12,684,614</b>	<b>1,774,587</b>
Capital Equipment	723,261	1,088,910	972,000	556,872	1,066,500	94,500
<b>Capital Equipment Subtotal</b>	<b>723,261</b>	<b>1,088,910</b>	<b>972,000</b>	<b>556,872</b>	<b>1,066,500</b>	<b>94,500</b>
<b>Grand Total</b>	<b>38,801,339</b>	<b>39,742,857</b>	<b>35,943,567</b>	<b>35,645,071</b>	<b>39,148,544</b>	<b>3,204,977</b>



## General Fund Revenues

The 2022 budgeted revenues for the General Fund total \$36.26 million, which is \$2,676,658 or 7.9%, greater than the 2021 budget. The primary revenue for the General Fund is comprised of property, sales, income, real estate transfer, and utility taxes, as well as charges for services, including refuse collection fees, ambulance services, licenses, permits, fees, and other miscellaneous revenues. The chart provides the components of the General Fund revenues.



## Property Taxes

Real estate tax levy collection for the 2021 General Fund levy

## Sales Tax

State collected local retail sales tax and distribution of local use tax. The total sales tax rate in the Village is 10%.

## Utility Tax

A consumption tax for electric and gas equaling 5% of the utility bills; and 6% tax on telecommunications

## Income Tax

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

## Fines

Revenue from parking and various offenses collected locally and traffic violations collected by the Circuit Court.

## Real Estate Transfer Tax

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

## Interfund Transfers

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

## Licenses and Permits

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

## Service Charges

Includes the monthly refuse collection fee, Ambulance Transport charges, and yard waste bag stickers. This category also includes fees collected for Village services such as fire and burglar alarms.

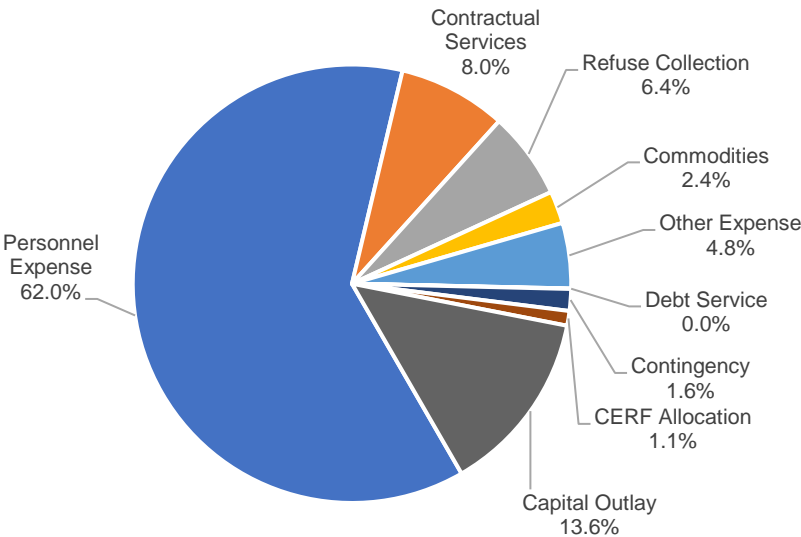
## Other Operating Revenue

This category includes cable TV franchise fees, rental and lease income, interest earnings, sale of fixed assets, and other miscellaneous receipts.



## General Fund Expenditures

The 2022 budgeted expenditures for the General Fund total \$39.15 million, which is \$3,204,977 or 8.9% increase from the 2021 budget. The primary expenditures for the General Fund are comprised of personnel expenses, refuse collection, contractual services, commodities, and capital outlay. The chart provides the components of the General Fund expenditures.



### Personnel Expense

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

### Refuse Collection

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.

### Contractual Services

This category includes the expenditures for services provided by outside contractors (other than refuse and recycling). Examples are contractual custodial, communication services, tree trimming services, 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 Expense

The primary cost in this category includes the cost transfer for maintaining the Village's fleet of vehicles. Also included are training and incidental expenses

### Capital Outlay and Debt Service

This category includes the expense for equipment along with other infrastructure improvements.

### Contingency

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

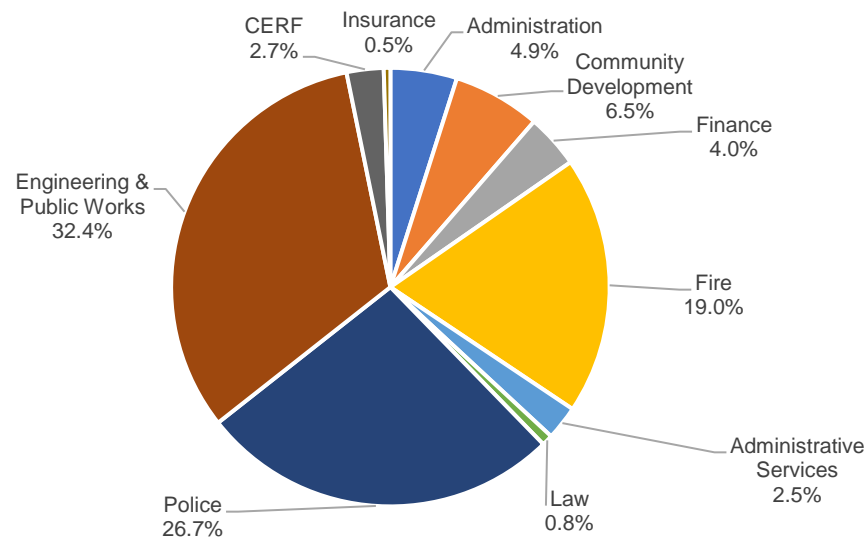
### CERF Allocation

This allocation is for the transfer to the Capital Equipment Replacement Fund to provide a funding mechanism for the Village's large equipment and vehicle purchases.



## Departmental Expenses

In addition to the types of expenditures in the General Fund, it is important to note the types of services that taxes, fees, and other revenues are supporting throughout the community.



### Engineering and Public Works

The Engineering and Public Works Departments were consolidated in 2015. 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.

### 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

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.

### Administrative Services

The Administrative Services Department oversees all technology and communications issues. Prior to 2001, these two departments were combined.

### Administration and Law

This consists of the expenditures for the Village Manager's Office and Corporation Counsel including the general liability and property insurance expenses. This also include the Village's cable station and historical museum.

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	GENERAL FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PROPERTY TAX</b>								
300010	PROP. TAXES - CURRENT YR LEVY	14,859,816	10,359,583	10,849,000	10,849,000	11,418,400	569,400	5.25%
300020	PROP. TAXES - PRIOR YR LEVY	53,036	39,665	105,800	105,800	110,200	4,400	4.16%
300030	PROP. TAXES-LEVIES WRITTEN OFF	(164,522)	(144,320)	(144,000)	(144,000)	(144,000)	-	0.00%
300040	ROAD & BRIDGE TAX LEVY COLL.	1,771	1,517	1,000	1,000	1,000	-	0.00%
<b>SALES TAX</b>								
300100	SALES TAX	3,530,063	3,655,377	3,530,000	3,919,216	4,342,880	812,880	23.03%
<b>INCOME TAX</b>								
300110	INCOME TAX	2,883,115	2,943,516	2,492,000	3,528,914	3,443,000	951,000	38.16%
<b>SERVICE CHARGES</b>								
303010	REFUSE COLLECTION CHARGES	2,486,979	2,491,279	2,491,000	2,491,001	2,491,000	-	0.00%
303015	SALES OF YARD WASTE STICKERS	90,065	82,917	85,500	84,284	85,500	-	0.00%
303020	AMBULANCE TRANSPORT CHARGES	548,214	476,501	475,000	491,116	580,000	105,000	22.11%
303030	BURGLAR ALARM CHARGES	26,700	24,455	20,000	10,000	20,000	-	0.00%
303050	STREET LIGHT & PARKWAY DAMAGE	31,510	23,038	20,000	14,459	20,000	-	0.00%
303055	TRAFFIC & PARKING STUDY REIMB.	23,886	19,816	-	6,928	-	-	0.00%
303057	PROFESSIONAL SERVICE REIMB.	-	3,805	-	-	-	-	0.00%
303071	ETHERNET SERVICE CHARGES	4,377	3,924	5,000	4,680	3,900	(1,100)	-22.00%
303075	FRENCH MARKET SERVICES	2,900	2,600	2,200	2,200	2,200	-	0.00%
303085	PARK DIST. PERSONNEL REIMB.	29,169	28,588	40,000	40,000	40,000	-	0.00%
303100	ELEVATOR INSPECTIONS	10,349	10,267	13,200	10,880	10,800	(2,400)	-18.18%
303110	MUNICIPAL SERV-SHORE LINE PLACE	26,159	27,654	28,000	28,801	30,000	2,000	7.14%
303120	MUNICIPAL SERV-FAIRFIELD COURT	-	-	-	-	-	-	0.00%
303130	CPR PROGRAM FEES	2,425	1,150	1,000	1,090	1,000	-	0.00%
303138	OTHER HEALTH DEPT. REIMB.	45	-	-	100	-	-	0.00%
<b>OTHER REVENUE</b>								
300140	WIRELESS 911 TAX	620,935	639,979	636,000	625,561	624,000	(12,000)	-1.89%
300170	PERSONAL PROP.REPLACEMENT TAX	298,171	266,488	244,000	409,427	325,000	81,000	33.20%
300175	FUEL TAX	263,785	195,850	212,000	192,791	222,600	10,600	5.00%
300176	HOTEL TAX	383,459	157,710	153,000	250,000	262,500	109,500	71.57%
300310	CIRCUIT COURT FINES	29,310	34,335	35,000	26,149	35,000	-	0.00%
300320	LOCALLY COLLECTED FINES	203,512	145,256	215,000	160,000	215,000	-	0.00%
300325	ADJUDICATION COLLECTIONS	93,580	44,775	50,000	48,341	50,000	-	0.00%
300330	ANIMAL IMPOUND CHARGES	3,230	1,278	3,700	2,257	3,000	(700)	-18.92%
304010	RENTAL INC.-WILMETTE PARK DIST	57,991	58,551	55,000	55,000	60,000	5,000	9.09%
304020	RENTAL INC. - DEPOT NUEVO	48,887	48,887	48,800	48,853	48,800	-	0.00%
304030	RENTAL INC.-3545 LAKE	2,400	2,400	2,400	2,400	2,400	-	0.00%
304040	RENTAL INC.-CELLULAR ANTENNAE	380,431	375,140	370,000	370,000	370,000	-	0.00%

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	GENERAL FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
304100	CABLE TV FRANCHISE FEES	543,394	524,763	540,000	520,000	520,000	(20,000)	-3.70%
304105	PEG	39,120	33,501	37,500	39,748	37,500	-	0.00%
304110	COMMERCIAL REFUSE FRANCHISE	89,711	90,203	92,000	91,740	92,000	-	0.00%
309010	SALE OF GENERAL FIXED ASSETS	97,100	33,322	20,000	20,000	20,000	-	0.00%
309030	INTEREST FROM PROP. TAX COLL.	3,065	1,829	2,000	964	2,000	-	0.00%
309040	HISTORICAL SOCIETY CONTRIB.	38,445	40,983	30,000	30,000	40,000	10,000	33.33%
309050	INSURANCE REIMBURSEMENTS	-	1,616	-	-	-	-	0.00%
309060	DONATIONS	-	-	10,000	1,000	20,000	10,000	100.00%
309065	WRITE OFF OF UNUSED FLEX BAL.	2,569	-	-	-	-	-	0.00%
309099	OTHER INCOME	44,263	26,451	20,000	20,000	20,000	-	0.00%
309995	CASHIER'S OVER / SHORT A/C	21	10	-	2,000	-	-	0.00%
360000	INTEREST EARNINGS	493,266	122,990	300,000	100,000	100,000	(200,000)	-66.67%
360012	IRMA INVESTMENT EARNINGS	216,311	-	-	-	-	-	0.00%
360013	POLICE SEIZURE INTEREST EARNIN	5,506	3,228	-	1,086	-	-	0.00%
PERMITS								
302000	BUILDING PERMITS	1,441,939	1,460,994	1,252,000	1,434,235	1,522,000	270,000	21.57%
302005	BUILDING PERMITS-NON-OPERATING	1,295,846	370,482	100,000	512,052	100,000	-	0.00%
302010	ELECTRICAL PERMITS	78,181	68,158	80,000	84,234	86,000	6,000	7.50%
302015	PLUMBING PERMITS	53,252	46,908	46,400	54,451	50,000	3,600	7.76%
302020	DRIVEWAY/RIGHT-OF-WAY PERMITS	20,460	22,538	19,600	24,279	20,000	400	2.04%
302022	GRADING PERMIT	99,788	103,155	93,400	131,659	100,000	6,600	7.07%
302023	PAVEMENT DEGRADATION FEE	93,682	86,551	120,000	94,199	100,000	(20,000)	-16.67%
302025	DUMPSTER PERMITS	7,110	7,425	7,300	7,853	7,300	-	0.00%
302030	FENCE PERMITS	16,614	15,990	15,100	16,982	16,000	900	5.96%
302033	TREE REMOVAL PERMITS	13,804	17,010	13,200	14,829	15,000	1,800	13.64%
302035	OTHER PERMITS	9,869	6,763	7,500	10,808	10,000	2,500	33.33%
302050	PLAN REVIEW FEES	83,238	72,398	80,000	84,709	80,000	-	0.00%
302060	FILING FEES	20,859	14,898	20,000	21,427	20,000	-	0.00%
302070	PERMIT PENALTIES	17,498	22,376	15,000	22,032	20,000	5,000	33.33%
HOME RULE SALES TAX								
300101	HOME RULE SALES TAX	1,751,402	1,561,423	1,600,000	1,730,737	1,990,305	390,305	24.39%
UTILITY TAXES								
300120	UTILITY TAX - ELECTRIC	886,946	906,375	980,000	947,566	980,000	-	0.00%
300125	UTILITY TAX - GAS	479,570	422,837	400,000	427,399	400,000	-	0.00%
300135	UTIL.TAX - TELECOMM.	588,792	515,900	525,000	427,000	420,000	(105,000)	-20.00%
LICENSES								
301000	VEHICLE LICENSES	1,572,079	1,516,370	1,515,000	1,516,424	1,515,000	-	0.00%
301020	ANIMAL LICENSES	1,520	1,245	1,500	2,155	1,500	-	0.00%
301030	BUSINESS LICENSES	88,615	83,165	82,000	78,670	82,000	-	0.00%
301035	CONTRACTOR LICENSES	143,920	139,200	148,000	151,231	148,000	-	0.00%
301040	LIQUOR LICENSES	93,385	85,600	84,000	85,288	85,000	1,000	1.19%
INTERFUND TRANSFER								
374200	WATER FUND TRANSFER	1,000,000	1,050,000	1,340,000	1,050,000	1,340,000	-	0.00%
REAL ESTATE TRANSFER TAX								

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	GENERAL FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
300150	REAL ESTATE TRANSFER TAX	1,133,291	1,458,836	1,080,000	1,789,425	1,336,500	256,500	23.75%
300155	R.E. TRANSFER TAX - NON-RECURR	105,525	24,000	-	18,000	-	-	0.00%
GRANT/CONTRIBUTIONS								
375100	POLICE GRANT REVENUE	15,017	3,012	205,000	188,112	20,000	(185,000)	-90.24%
375101	GRANT	4,000	13,129	-	-	10,000	10,000	0.00%
	CORONAVIRUS RELIEF FUNDS	-	201,609	-	-	-	-	0.00%
	CENTRAL AVENUE RECONSTRUCTION	386,839	371,452	517,100	517,100	-	(517,100)	-100.00%
	CONTNGENCY - BIKE RACK	9,590	-	-	-	-	-	0.00%
	LOCUST ROAD RECONSTRUCTION	259,697	22,127	-	-	-	-	0.00%
	NORTH BRIDGE SIDEWALK	165,748	-	-	-	-	-	0.00%
	SKOKIE VALLEY BIKE TRAIL	-	-	25,000	25,000	50,000	25,000	100.00%
	SKOKIE/LAKE INTERSECTION	54,912	29,827	75,783	43,540	165,356	89,573	118.20%
375105	POLICE SEIZURE REVENUE	84,589	-	20,000	10,000	20,000	-	0.00%
375200	FIRE GRANT REVENUE	3,085	3,316	20,000	23,207	20,000	-	0.00%
375356	STREET LIGHT CFL GRANT	2,419	5,469	-	-	-	-	0.00%
375901	SKOKIE/HIBBARD GRANT	45,639	-	-	-	-	-	0.00%
<b>Grand Total</b>		<b>40,533,237</b>	<b>33,631,415</b>	<b>33,578,983</b>	<b>36,007,389</b>	<b>36,255,641</b>	<b>2,676,658</b>	<b>7.97%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	GENERAL FUND
Sub-Fund	(All)
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PROPERTY TAX</b>					
300010	PROP. TAXES - CURRENT YR LEVY				
	PROPERTY TAX LEVY - CURRENT	10,849,000	11,418,400	569,400	5.2%
	<b>Subtotal</b>	<b>10,849,000</b>	<b>11,418,400</b>	<b>569,400</b>	<b>5.2%</b>
300020	PROP. TAXES - PRIOR YR LEVY				
	PROPERTY TAX LEVY - PRIOR YEAR	105,800	110,200	4,400	4.2%
	<b>Subtotal</b>	<b>105,800</b>	<b>110,200</b>	<b>4,400</b>	<b>4.2%</b>
300030	PROP. TAXES-LEVIES WRITTEN OFF				
	PROPERTY TAX LEVY - WRITE OFF	(144,000)	(144,000)	-	0.0%
	<b>Subtotal</b>	<b>(144,000)</b>	<b>(144,000)</b>	<b>-</b>	<b>0.0%</b>
300040	ROAD & BRIDGE TAX LEVY COLL.				
	ROAD & BRIDGE TAX LEVY	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
<b>PROPERTY TAX Total</b>		<b>10,811,800</b>	<b>11,385,600</b>	<b>573,800</b>	<b>5.3%</b>
<b>SALES TAX</b>					
300100	SALES TAX				
	SALES TAX	3,530,000	4,342,880	812,880	23.0%
	<b>Subtotal</b>	<b>3,530,000</b>	<b>4,342,880</b>	<b>812,880</b>	<b>23.0%</b>
<b>SALES TAX Total</b>		<b>3,530,000</b>	<b>4,342,880</b>	<b>812,880</b>	<b>23.0%</b>
<b>INCOME TAX</b>					
300110	INCOME TAX				
	INCOME TAX	2,492,000	3,443,000	951,000	38.2%
	<b>Subtotal</b>	<b>2,492,000</b>	<b>3,443,000</b>	<b>951,000</b>	<b>38.2%</b>
<b>INCOME TAX Total</b>		<b>2,492,000</b>	<b>3,443,000</b>	<b>951,000</b>	<b>38.2%</b>
<b>SERVICE CHARGES</b>					
303010	REFUSE COLLECTION CHARGES				
	REFUSE COLLECTION CHARGES	2,491,000	2,491,000	-	0.0%
	<b>Subtotal</b>	<b>2,491,000</b>	<b>2,491,000</b>	<b>-</b>	<b>0.0%</b>
303015	SALES OF YARD WASTE STICKERS				
	SALES OF YARD WASTE STICKERS	85,500	85,500	-	0.0%
	<b>Subtotal</b>	<b>85,500</b>	<b>85,500</b>	<b>-</b>	<b>0.0%</b>
303020	AMBULANCE TRANSPORT CHARGES				
	AMBULANCE TRANSPORT CHARGES	475,000	500,000	25,000	5.3%
	GROUND EMERGENCY MEDICAL TRANSPORT FEES		80,000	80,000	
	<b>Subtotal</b>	<b>475,000</b>	<b>580,000</b>	<b>105,000</b>	<b>22.1%</b>
303030	BURGLAR ALARM CHARGES				
	BURGLAR ALARM CHARGES	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
303050	STREET LIGHT & PARKWAY DAMAGE				
	STREET LIGHT & PARKWAY DAMAGE	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
303071	ETHERNET SERVICE CHARGES				
	ETHERNET SERVICE CHARGES	5,000	3,900	(1,100)	-22.0%
	<b>Subtotal</b>	<b>5,000</b>	<b>3,900</b>	<b>(1,100)</b>	<b>-22.0%</b>
303075	FRENCH MARKET SERVICES				
	FRENCH MARKET SERVICES	2,200	2,200	-	0.0%
	<b>Subtotal</b>	<b>2,200</b>	<b>2,200</b>	<b>-</b>	<b>0.0%</b>
303085	PARK DIST. PERSONNEL REIMB.				
	PARK DISTRICT PERSONNEL REIMBURSEMENT	40,000	40,000	-	0.0%
	<b>Subtotal</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	<b>0.0%</b>
303100	ELEVATOR INSPECTIONS				
	ELEVATOR INSPECTIONS	13,200	10,800	(2,400)	-18.2%
	<b>Subtotal</b>	<b>13,200</b>	<b>10,800</b>	<b>(2,400)</b>	<b>-18.2%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	GENERAL FUND
Sub-Fund	(All)
Department	(All)
Program	(All)

		2021	2022		
303110	MUNICIPAL SERV-SHORE LINE PLACE				
	SHORE LINE PLACE	28,000	30,000	2,000	7.1%
	<b>Subtotal</b>	<b>28,000</b>	<b>30,000</b>	<b>2,000</b>	<b>7.1%</b>
303130	CPR PROGRAM FEES				
	CPR PROGRAM FEES	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
<b>SERVICE CHARGES Total</b>		<b>3,180,900</b>	<b>3,284,400</b>	<b>103,500</b>	<b>3.3%</b>
<b>OTHER REVENUE</b>					
300140	WIRELESS 911 TAX				
	WIRELESS 911 TAX	636,000	624,000	(12,000)	-1.9%
	<b>Subtotal</b>	<b>636,000</b>	<b>624,000</b>	<b>(12,000)</b>	<b>-1.9%</b>
300170	PERSONAL PROP.REPLACEMENT TAX				
	PPRT	244,000	325,000	81,000	33.2%
	<b>Subtotal</b>	<b>244,000</b>	<b>325,000</b>	<b>81,000</b>	<b>33.2%</b>
300175	FUEL TAX				
	LOCAL GAS TAX	212,000	222,600	10,600	5.0%
	<b>Subtotal</b>	<b>212,000</b>	<b>222,600</b>	<b>10,600</b>	<b>5.0%</b>
300176	HOTEL TAX				
	HOTEL TAX	153,000	262,500	109,500	71.6%
	<b>Subtotal</b>	<b>153,000</b>	<b>262,500</b>	<b>109,500</b>	<b>71.6%</b>
300310	CIRCUIT COURT FINES				
	CIRCUIT COURT FINES	35,000	35,000	-	0.0%
	<b>Subtotal</b>	<b>35,000</b>	<b>35,000</b>	<b>-</b>	<b>0.0%</b>
300320	LOCALLY COLLECTED FINES				
	LOCALLY COLLECTED FINES	215,000	215,000	-	0.0%
	<b>Subtotal</b>	<b>215,000</b>	<b>215,000</b>	<b>-</b>	<b>0.0%</b>
300325	ADJUDICATION COLLECTIONS				
	ADJUDICATION COLLECTIONS	50,000	50,000	-	0.0%
	<b>Subtotal</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.0%</b>
300330	ANIMAL IMPOUND CHARGES				
	ANIMAL IMPOUND CHARGES	3,700	3,000	(700)	-18.9%
	<b>Subtotal</b>	<b>3,700</b>	<b>3,000</b>	<b>(700)</b>	<b>-18.9%</b>
304010	RENTAL INC.-WILMETTE PARK DIST				
	RENTAL INCOME-WILMETTE PARK DIST	55,000	60,000	5,000	9.1%
	<b>Subtotal</b>	<b>55,000</b>	<b>60,000</b>	<b>5,000</b>	<b>9.1%</b>
304020	RENTAL INC. - DEPOT NUEVO				
	RENTAL INCOME - DEPOT NUEVO	48,800	48,800	-	0.0%
	<b>Subtotal</b>	<b>48,800</b>	<b>48,800</b>	<b>-</b>	<b>0.0%</b>
304030	RENTAL INC.-3545 LAKE				
	RENTAL INCOME-3545 LAKE	2,400	2,400	-	0.0%
	<b>Subtotal</b>	<b>2,400</b>	<b>2,400</b>	<b>-</b>	<b>0.0%</b>
304040	RENTAL INC.-CELLULAR ANTENNAE				
	RENTAL INCOME-CELLULAR ANTENNAE	370,000	370,000	-	0.0%
	<b>Subtotal</b>	<b>370,000</b>	<b>370,000</b>	<b>-</b>	<b>0.0%</b>
304100	CABLE TV FRANCHISE FEES				
	CABLE TV FRANCHISE FEES	540,000	520,000	(20,000)	-3.7%
	<b>Subtotal</b>	<b>540,000</b>	<b>520,000</b>	<b>(20,000)</b>	<b>-3.7%</b>
304105	PEG				
	PEG- CABLE	37,500	37,500	-	0.0%
	<b>Subtotal</b>	<b>37,500</b>	<b>37,500</b>	<b>-</b>	<b>0.0%</b>
304110	COMMERCIAL REFUSE FRANCHISE				
	COMMERCIAL REFUSE FRANCHISE	92,000	92,000	-	0.0%
	<b>Subtotal</b>	<b>92,000</b>	<b>92,000</b>	<b>-</b>	<b>0.0%</b>
309010	SALE OF GENERAL FIXED ASSETS				

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	GENERAL FUND
Sub-Fund	(All)
Department	(All)
Program	(All)

		2021	2022		
309010	SALE OF GENERAL FIXED ASSETS	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
309030	INTEREST FROM PROP. TAX COLL.				
	INTEREST FROM PROP. TAX COLL.	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
309040	HISTORICAL SOCIETY CONTRIB.				
	HISTORICAL SOCIETY CONTRIB.	30,000	40,000	10,000	33.3%
	<b>Subtotal</b>	<b>30,000</b>	<b>40,000</b>	<b>10,000</b>	<b>33.3%</b>
309099	OTHER INCOME				
	OTHER INCOME	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
360000	INTEREST EARNINGS				
	INTEREST EARNINGS	300,000	100,000	(200,000)	-66.7%
	<b>Subtotal</b>	<b>300,000</b>	<b>100,000</b>	<b>(200,000)</b>	<b>-66.7%</b>
309060	DONATIONS				
	ARTIS DONATION	10,000	20,000	10,000	100.0%
	<b>Subtotal</b>	<b>10,000</b>	<b>20,000</b>	<b>10,000</b>	<b>100.0%</b>
<b>OTHER REVENUE Total</b>		<b>3,076,400</b>	<b>3,069,800</b>	<b>(6,600)</b>	<b>-0.2%</b>
<b>PERMITS</b>					
302000	BUILDING PERMITS				
	BUILDING PERMITS	961,000	1,180,000	219,000	22.8%
	DEMOLITION PERMITS	80,000	81,000	1,000	1.3%
	INSPECTION FEES	200,000	250,000	50,000	25.0%
	ROOF PERMITS	11,000	11,000	-	0.0%
	<b>Subtotal</b>	<b>1,252,000</b>	<b>1,522,000</b>	<b>270,000</b>	<b>21.6%</b>
302005	BUILDING PERMITS-NON-OPERATING				
	BUILDING PERMITS-NON-OPERATING	100,000	100,000	-	0.0%
	<b>Subtotal</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>	<b>0.0%</b>
302010	ELECTRICAL PERMITS				
	ELECTRICAL PERMITS	80,000	86,000	6,000	7.5%
	<b>Subtotal</b>	<b>80,000</b>	<b>86,000</b>	<b>6,000</b>	<b>7.5%</b>
302015	PLUMBING PERMITS				
	PLUMBING PERMITS	46,400	50,000	3,600	7.8%
	<b>Subtotal</b>	<b>46,400</b>	<b>50,000</b>	<b>3,600</b>	<b>7.8%</b>
302020	DRIVEWAY/RIGHT-OF-WAY PERMITS				
	DRIVEWAY/R.O.W. PERMITS	19,600	20,000	400	2.0%
	<b>Subtotal</b>	<b>19,600</b>	<b>20,000</b>	<b>400</b>	<b>2.0%</b>
302022	GRADING PERMIT				
	GRADING PERMITS	93,400	100,000	6,600	7.1%
	<b>Subtotal</b>	<b>93,400</b>	<b>100,000</b>	<b>6,600</b>	<b>7.1%</b>
302023	PAVEMENT DEGRADATION FEE				
	PAVEMENT DEGRADATION FEE	120,000	100,000	(20,000)	-16.7%
	<b>Subtotal</b>	<b>120,000</b>	<b>100,000</b>	<b>(20,000)</b>	<b>-16.7%</b>
302025	DUMPSTER PERMITS				
	DUMPSTER PERMITS	7,300	7,300	-	0.0%
	<b>Subtotal</b>	<b>7,300</b>	<b>7,300</b>	<b>-</b>	<b>0.0%</b>
302030	FENCE PERMITS				
	FENCE PERMITS	15,100	16,000	900	6.0%
	<b>Subtotal</b>	<b>15,100</b>	<b>16,000</b>	<b>900</b>	<b>6.0%</b>
302033	TREE REMOVAL PERMITS				
	TREE REMOVAL PERMITS	13,200	15,000	1,800	13.6%
	<b>Subtotal</b>	<b>13,200</b>	<b>15,000</b>	<b>1,800</b>	<b>13.6%</b>
302035	OTHER PERMITS				
	OTHER PERMITS	7,500	10,000	2,500	33.3%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	GENERAL FUND
Sub-Fund	(All)
Department	(All)
Program	(All)

		2021	2022		
<b>302035</b>	<b>Subtotal</b>	<b>7,500</b>	<b>10,000</b>	<b>2,500</b>	<b>33.3%</b>
302050	PLAN REVIEW FEES				
	PLAN REVIEW FEES	80,000	80,000	-	0.0%
	<b>Subtotal</b>	<b>80,000</b>	<b>80,000</b>	<b>-</b>	<b>0.0%</b>
302060	FILING FEES				
	FILING FEES	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
302070	PERMIT PENALTIES				
	PERMIT PENALTIES	15,000	20,000	5,000	33.3%
	<b>Subtotal</b>	<b>15,000</b>	<b>20,000</b>	<b>5,000</b>	<b>33.3%</b>
<b>PERMITS Total</b>		<b>1,869,500</b>	<b>2,146,300</b>	<b>276,800</b>	<b>14.8%</b>
<b>HOME RULE SALES TAX</b>					
300101	HOME RULE SALES TAX				
	HOME RULE SALES TAX	1,600,000	1,990,305	390,305	24.4%
	<b>Subtotal</b>	<b>1,600,000</b>	<b>1,990,305</b>	<b>390,305</b>	<b>24.4%</b>
<b>HOME RULE SALES TAX Total</b>		<b>1,600,000</b>	<b>1,990,305</b>	<b>390,305</b>	<b>24.4%</b>
<b>UTILITY TAXES</b>					
300120	UTILITY TAX - ELECTRIC				
	UTILITY TAX - ELECTRIC	980,000	980,000	-	0.0%
	<b>Subtotal</b>	<b>980,000</b>	<b>980,000</b>	<b>-</b>	<b>0.0%</b>
300125	UTILITY TAX - GAS				
	UTILITY TAX - GAS	400,000	400,000	-	0.0%
	<b>Subtotal</b>	<b>400,000</b>	<b>400,000</b>	<b>-</b>	<b>0.0%</b>
300135	UTIL. TAX - TELECOMM.				
	UTILITY TAX - TELECOMM - OTHER	525,000	420,000	(105,000)	-20.0%
	<b>Subtotal</b>	<b>525,000</b>	<b>420,000</b>	<b>(105,000)</b>	<b>-20.0%</b>
<b>UTILITY TAXES Total</b>		<b>1,905,000</b>	<b>1,800,000</b>	<b>(105,000)</b>	<b>-5.5%</b>
<b>LICENSES</b>					
301000	VEHICLE LICENSES				
	VEHICLE LICENSES	1,515,000	1,515,000	-	0.0%
	<b>Subtotal</b>	<b>1,515,000</b>	<b>1,515,000</b>	<b>-</b>	<b>0.0%</b>
301020	ANIMAL LICENSES				
	ANIMAL LICENSES	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
301030	BUSINESS LICENSES				
	BUSINESS LICENSES	82,000	82,000	-	0.0%
	<b>Subtotal</b>	<b>82,000</b>	<b>82,000</b>	<b>-</b>	<b>0.0%</b>
301035	CONTRACTOR LICENSES				
	CONTRACTOR LICENSES	148,000	148,000	-	0.0%
	<b>Subtotal</b>	<b>148,000</b>	<b>148,000</b>	<b>-</b>	<b>0.0%</b>
301040	LIQUOR LICENSES				
	LIQUOR LICENSES	84,000	85,000	1,000	1.2%
	<b>Subtotal</b>	<b>84,000</b>	<b>85,000</b>	<b>1,000</b>	<b>1.2%</b>
<b>LICENSES Total</b>		<b>1,830,500</b>	<b>1,831,500</b>	<b>1,000</b>	<b>0.1%</b>
<b>INTERFUND TRANSFER</b>					
374200	WATER FUND TRANSFER				
	WATER FUND TRANSFER	1,340,000	1,340,000	-	0.0%
	<b>Subtotal</b>	<b>1,340,000</b>	<b>1,340,000</b>	<b>-</b>	<b>0.0%</b>
<b>INTERFUND TRANSFER Total</b>		<b>1,340,000</b>	<b>1,340,000</b>	<b>-</b>	<b>0.0%</b>
<b>REAL ESTATE TRANSFER TAX</b>					
300150	REAL ESTATE TRANSFER TAX				
	REAL ESTATE TRANSFER TAX	1,080,000	1,336,500	256,500	23.8%
	<b>Subtotal</b>	<b>1,080,000</b>	<b>1,336,500</b>	<b>256,500</b>	<b>23.8%</b>
<b>REAL ESTATE TRANSFER TAX Total</b>		<b>1,080,000</b>	<b>1,336,500</b>	<b>256,500</b>	<b>23.8%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	GENERAL FUND
Sub-Fund	(All)
Department	(All)
Program	(All)

		2021	2022		
GRANT/CONTRIBUTIONS					
375100	POLICE GRANT REVENUE				
	POLICE GRANT REVENUE	20,000	20,000	-	0.0%
	GRANT - NEXTGEN911	185,000		(185,000)	#NULL!
	Subtotal	205,000	20,000	(185,000)	-90.2%
375101	GRANT				
	ELECTRIC VEHICLE CHARGING STATION GRANT		10,000	10,000	
	Subtotal		10,000	10,000	
	SKOKIE/LAKE INTERSECTION				
	SKOKIE/LAKE GRANT	75,783	165,356	89,573	118.2%
	Subtotal	75,783	165,356	89,573	118.2%
	SKOKIE VALLEY BIKE TRAIL				
	GRANT	25,000	50,000	25,000	100.0%
	Subtotal	25,000	50,000	25,000	100.0%
	CENTRAL AVENUE RECONSTRUCTION				
	CENTRAL RECONSTRUCTION GRANT	517,100		(517,100)	#NULL!
	Subtotal	517,100		(517,100)	#NULL!
375105	POLICE SEIZURE REVENUE				
	POLICE SEIZURE REVENUE	20,000	20,000	-	0.0%
	Subtotal	20,000	20,000	-	0.0%
375200	FIRE GRANT REVENUE				
	FIRE GRANT REVENUE	20,000	20,000	-	0.0%
	Subtotal	20,000	20,000	-	0.0%
GRANT/CONTRIBUTIONS Total		862,883	285,356	(577,527)	-66.9%
Grand Total		33,578,983	36,255,641	2,676,658	8.0%

# Administration



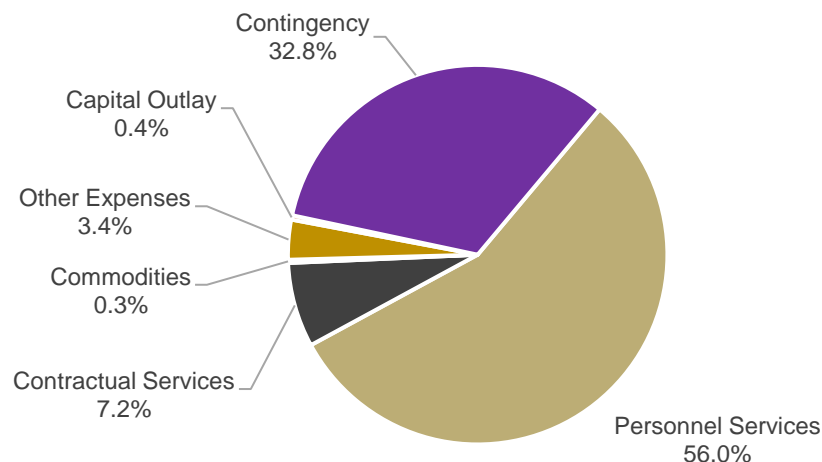
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Village Manager's Office	769,857	804,168	780,038	764,856	796,126	16,088
Legislative	28,036	24,185	26,000	24,186	26,000	-
Board of Fire & Police	100,513	76,446	78,478	98,374	82,175	3,697
Misc. Boards/Commissions	5,293	1,370	8,950	8,522	8,950	-
Cable Services	156,559	163,235	179,776	174,548	179,510	(266)
Wilmette Historical Museum	168,894	179,422	177,646	180,920	199,266	21,620
Contingency	51,914	635,807	520,000	609,739	630,000	110,000
<b>TOTAL BUDGET</b>	<b>1,281,066</b>	<b>1,884,633</b>	<b>1,770,888</b>	<b>1,861,145</b>	<b>1,922,027</b>	<b>151,139</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense	992,403	1,060,746	1,003,268	1,012,291	1,075,947	72,679
Contractual Services	177,801	143,651	166,070	171,833	138,580	(27,490)
Commodities	4,325	2,406	5,250	3,656	5,250	-
Other Expenses	54,519	42,023	69,300	56,626	65,250	(4,050)
Capital Outlay	105	-	7,000	7,000	7,000	-
Contingency	51,914	635,807	520,000	609,739	630,000	110,000
<b>TOTAL BUDGET</b>	<b>1,281,066</b>	<b>1,884,633</b>	<b>1,770,888</b>	<b>1,861,145</b>	<b>1,922,027</b>	<b>151,139</b>





## BUDGET ANALYSIS

### **Village Manager's Office**

Decrease in the communications support services contract of \$14,800. The decrease is due to a vendor transition at the beginning of 2021. The contract funds the weekly production of E-News, daily social media, development of the *Communicator* newsletter and other general communications strategy.

Other decreases include a \$3,500 reduction for COVID-19 testing and a \$6,000 reduction for participation in the Northern Illinois Benchmarking Cooperative, which concluded its efforts in 2021.

### **Legislative**

No significant budgetary changes in 2022

### **Board of Fire and Police Commissioners**

No significant budgetary changes in 2022

### **Boards and Commissions**

The 2022 Budget includes funds for the following Boards and Commissions: Emergency Housing Assistance; Historic Preservation; Community Events; and Bike Safety Programs.

### **Cable Services**

No significant budgetary changes in 2022

### **Wilmette Historical Museum**

Increase in the hours associated with a part-time museum employee. This position is reimbursed 100% by the Historical Society and an offsetting revenue is included in the General Fund.

### **Contingency**

For 2022, the Debt Service Fund transfer was held constant at \$20,000 based upon the Village's debt schedule. The Pension Fund transfer as part of the Village's transition to the 15-year rolling amortization methodology was held constant at \$500,000 in 2022. This includes \$250,000 to the Firemen's Pension Fund and \$250,000 to the Police Officer's Pension Fund.

The 2022 contingency budget includes two new items. The first item is a \$60,000 transfer for the Parking Meter Fund; the fund has continued to see decreased revenues due to the impact of the pandemic on commuters. The second item is a one-time \$50,000 contribution to the Sesquicentennial celebration.



## 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 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***

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





# Administration

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liability and workers' compensation insurance coverage, development of the resident newsletter, *The Communicator*.

## ***Boards and Commissions***

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

### ***Board of Fire and Police Commissioners***

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

### ***Wilmette Historical Museum***

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.

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.

## ***Cable Services***

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.

# Administration

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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.

## ***Contingency***

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.



# Administration

## PERSONNEL

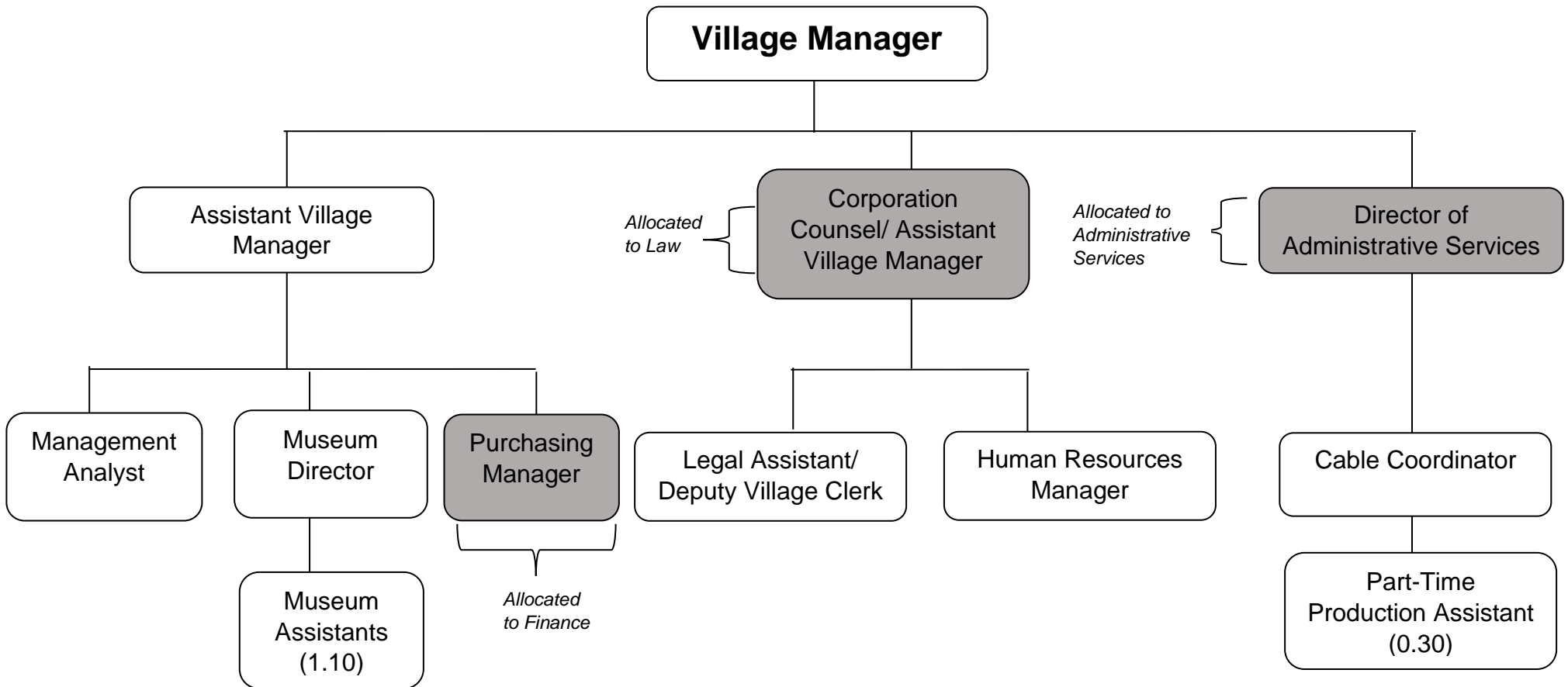
- The Village Manager's Office has a total of 5.00 FTE's. In 2021 there were several changes that included the Assistant Director of Administrative Services position was eliminated and replaced with a management analyst position. The part-time front counter assistant was reallocated to Engineering and Public Works.
- A portion of the personnel listed in the Village Manager's Office is allocated to the Board of Fire and Police Commissioners.
- There are no employees allocated to Boards and Commissions.
- The Wilmette Historical Museum budget provides funds for one full-time position and three part-time positions:
  - The first part-time position is paid for by the Village and the Wilmette Historical Society reimburses the Village for 50% of the position.
  - The second part-time position works for an estimated 14-18 hours per week and is reimbursed 100% by the Wilmette Historical Society.
  - The third part-time position works for an estimated 4 hours per week and is reimbursed 100% by the Wilmette Historical Society.
- Cable Services has 1.30 employees assigned to provide recordings of Village meetings and programming for channel 6.
- There are no employees allocated to the Contingency

	2018	2019	2020	2021	2022
Village Manager's Office	5.70	5.70	5.70	5.00	5.00
Legislative	-	-	-	-	-
Board of Fire & Police	-	-	-	-	-
Misc. Boards & Commissions	-	-	-	-	-
Cable Services	1.30	1.30	1.30	1.30	1.30
Wilmette Historical Museum	1.80	1.80	1.80	2.10	2.10
Contingency	-	-	-	-	-
<b>TOTAL FTE's</b>	<b>8.80</b>	<b>8.80</b>	<b>8.80</b>	<b>8.40</b>	<b>8.40</b>

# Administration



## ORGANIZATIONAL CHART



# Administration



## PERFORMANCE MEASURES

	Goal	2020 Year End	2021				2021 Year End
			Q1	Q2	Q3	Q4	
<b>E-News Subscribers</b>							
<i>Increase Subscribers</i>	5%	6%	7%	3%	3%		
<i># of Contacts by end of Period</i>		4,262	4,573	4,711	4,846		
<i>Open Rate %</i>	55%	60%	57%	52%	55%		
<b>Cable and Utility Complaints Resolved</b>							
<i>Respond to within 1 Day</i>	95%	100%	100%	100%	100%		
<i>Number of Cable Complaints</i>		17	0	3	1		
<i>Number of Utility Complaints</i>		5	7	7	2		

## ACTIVITY MEASURES

	2018	2019	2020	2021
<b>Village Manager's Office</b>				
Communicator Issues (resident newsletter)	3	3	3	3
Voters Registered (Village Clerk)	30	20	4	-
Employee Recruitments	20	18	12	20
Number of interviews conducted	175	150	55	160
Employee Promotions	1	1	8	7
<b>Cable Services</b>				
Public Meetings Broadcast	78	76	97	99
Hours of Programming Aired	2,562	2,408	2,667	2,080
Hours of Volunteer Training Conducted	59	64	20	26
Studio Tours Given	7	7	0	0
Hours of Public Meetings Broadcast	869	696	1,140	817
- Village Board	283	209	404	228
- Zoning Board of Appeals	232	128	158	142
- School Board	104	114	111	83
- Library Board	93	98	11	0
- Other Meetings/Forums	48	36	313	145

# Administration



	2018	2019	2020	2021
- Park Board	109	111	143	145
<b>Historical Museum</b>				
Visitors & Researchers	7,702	7,862	6,048	6,200
Exhibits Created	6	4	4	3
New Collections Cataloged	918	1,392	637	600
Programs & Tours Conducted	68	66	24	20
Publications & Digital Media	3	4	10	12
Volunteer Hours at the Museum	3,752	2,138	1,574	1,550
Distinct Visits to Museum Website	24,170	28,962	25,296	34,000



## OBJECTIVES AND ACCOMPLISHMENTS

### Village Manager's Office

#### **Looking Forward: 2022 Objectives**

- Monitor the 2022 Budget to provide timely updates to the Village Board on finances.
- Coordinate with the Community Development Department and Newport Capital Partners regarding the revitalization of Edens Plaza.
- Implementation of green initiatives outlined in the Wilmette Sustainability Plan.
- Coordinate the successor collective bargaining agreement with the Police Union Illinois Council of Police (contract expires December 31, 2021).
- Work with the Human Relations Commission to continue community engagement and listening sessions.

#### **Reviewing the Year: 2021 Accomplishments**

- COVID-19 Response  
*The Village created a Residential Utility Bill Assistance Program to help assist residents who were financially impacted by COVID-19. The Village partnered with the Woman's Club of Wilmette to coordinate the reinvigoration of the Community Caretakers Program, which helped to connect vulnerable residents with volunteers to search for vaccination appointments. Additionally, the Village partnered with Jewel-Osco, New Trier High School, and neighboring communities to host a vaccination clinic. A total of 28 clinics were hosted with 20,987 total vaccination doses administered.*
- Village Boards and Commissions Review and Reinvigoration  
*The Village Manager's Office conducted a review of all Boards and Commissions with the Administration Committee of the Village Board. The review resulted in the reinvigoration of the Housing and Human Relations Commissions*
- Coordination with Law and Community Development Departments to determine Village policies regarding the retail sale of cannabis in Wilmette.  
*Staff worked with the Land Use Committee of the Village Board to review zoning policies and recommend Eden's Plaza as an appropriate location for a potential recreational cannabis business.*
- New Village Board Trustee Orientation  
*Following the April 2021 Consolidated Election, Staff conducted a new Trustee orientation for the Village's two new Trustees and new Village President.*



# Administration

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- Adoption of the Wilmette Sustainability Plan  
*Staff worked with the Environmental & Energy Commission to recommend adoption of the Draft Sustainability Plan by the Village Board. Following review by the Administration Committee, the Village Board adopted Wilmette's first Sustainability Plan.*
- Coordinate the successor collective bargaining agreement with the Fire Union SEIU Local #73 (contract expires December 31, 2019).  
*Negotiations with the Fire Union continued throughout 2021, with final contract arbitration occurring on September 1.*

## **Board of Fire and Police Commissioners**

### ***Looking Forward: 2022 Objectives***

- Successfully complete a Police Officer recruitment process (if needed); the current list expires October 2021 but can be extended for six-months at a time until April 2023.
- 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.
- Review and revise the BOPFC Rules and Regulations, in particular Chapters V, VI and VII.
- Review the job advertising and recruitment process to ensure diversity and inclusion strategies are implemented.

### ***Reviewing the Year: 2021 Accomplishments***

- Successfully complete a Police Officer Recruitment Process.  
*The police officer recruitment process was established on April 6, 2021 and expires on October 6, 2021, but can be extended for six-months a time until April 6, 2023*
- Successfully complete a Firefighter/Paramedic Recruitment Process.  
*The Firefighter/Paramedic recruitment process was established On January 19, 2021 and expires on January 19, 2023.*
- Successfully complete a Police Sergeant promotional process.  
*The Police Sergeant recruitment process was conducted, and a new list was established on June 6, 2021 and expires on June 6, 2023.*
- Successfully complete a Fire Lieutenant promotional process.  
*The Fire Lieutenant recruitment process was conducted, and a new list was established on August 17, 2021 and expires on August 17, 2023.*





# Administration

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- 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 females Police Officer are currently at the Police Academy (June to September 2021). Due to a retirement, a conditional offer of employment has been made for a Firefighter/Paramedic candidate*

## **Cable Services**

### ***Looking Forward: 2022 Objectives***

- Broadcast an average of 10 hours of programming on Channel 6 per day, including a monthly Coach's Corner and a series of quick spots that feature the different Village Departments. These spots can be broadcast as part of the programming schedule on the channel and as inserts on the Cablecast CG page.
- Continue to learn more about the new Cablecast System and all it has to offer the look of Channel 6. Investigate crawls and titling that can be added to the broadcast of public meetings. Adapt to a new editing system being installed in the Production Office.

### ***Reviewing the Year: 2021 Accomplishments***

- Broadcast an average of 10 hours of programming on Channel 6 per day, including a monthly Coach's Corner and a series of quick "Historical Moments" in Wilmette.  
*While under COVID restrictions we continued to use the Community Calendar to further inform our residents of important information, wearing masks, social distancing, shopping guidelines, phase guidelines, History Quizzes and more. From January – July we continued coverage of all Committee and Commission meetings taking place in the Village and a full day of programming. While our new system was being installed; May – July, we broadcast meetings only on the Village's YouTube channel. We were not able to broadcast any other programming during this time period. Upon completion of the upgrade our Channel was back up and fully operational with a full programming schedule.*
- Work with Administrative Services to install a new AV system in the Council Chambers to provide better meeting coverage and improved broadcast signal for Channel 6.  
*Began the removal of the old Council Chambers broadcast system in the middle of May and completed the installation of the new Cablecast System in time to bring the channel back to full capabilities by the middle of July. The new system has improved the channel look, meeting coverage and Community Calendar. In addition, we have been able to develop a Video on Demand for all the meetings located on the Village's website. Residents can also quickly view certain parts of meetings by using a chapter system that has been added to make this possible. Simply click on the listed section and the video goes to that place in the meeting.*



# Administration

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- Continue to provide remote meeting support to all Village boards and commissions.  
*From January through the middle of July we provided coverage of all the meetings on the Village schedule. In person restrictions were lifted in July.*

## **Wilmette Historical Museum**

### ***Looking Forward: 2022 Objectives***

- Create Sesquicentennial exhibits that celebrate Wilmette's 150<sup>th</sup> birthday
- Develop and present public programs and events for the Sesquicentennial and other topics throughout the year.
- Care and preservation of the museum collections.

### ***Reviewing the Year: 2021 Accomplishments***

- Created and produced new exhibits.  
*Three small exhibits were produced in 2021. They included one on puzzles and games, one honoring the late Jamie Gilson, children's author, and long-time Wilmette resident, and one commemorating the 150<sup>th</sup> anniversary of the Chicago Fire. The staff also began work on a major Sesquicentennial exhibit planned for opening in 2022, celebrating 150 years of village history. Along with the Sesquicentennial exhibit, a new companion exhibit is also in the works that will showcase clothing fashions spanning more than 100 years.*
- Developed and presented public programs and events throughout the year.  
*Due to the pandemic this year, many planned programs and events had to be cancelled, including the annual open house and school and Scout tours. We did host four lectures on Zoom, family programs including vintage Valentines, virtual Bingo, and a kid-centric scavenger hunt outdoors, as well as a popular historic garden walk in July, and a vintage car show outdoors in September. We also worked with four Wilmette high school and college students (interns and volunteers) to give them meaningful projects for both them and us and to provide, as one intern said, "a bit of normalcy" in their lives.*
- Develop virtual tours of Museum exhibits and collections.  
*This past year, Museum staff reached out to people where they were because they often were not able to come to the museum for reasons relating to the pandemic. As a result, we created two off-site tours. The first was a virtual or online exhibit exploring the history of racism in the community. The exhibit explores examples from the past 100 years. We received invitations to speak about the exhibit from several local organizations. The second project was a fun, two-part, self-guided audio tour focusing on people who were or are well-known in Wilmette. Called the "Local Legends Audio Tour," participants learn a bit about a local celebrity's life in Wilmette. Both projects were produced in-house by the staff and are available free to all. In addition, a summer intern created a three-part podcast that highlights the impact of the pandemic on Wilmette residents. We also added three more memoirs by Wilmette residents to our website.*

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Fund	GENERAL FUND
Department	ADMINISTRATION
Program	VILLAGE MANAGER'S OFFICE

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	481,985	501,648	460,022	464,984	495,739	35,717	7.76%
415000	EMPLOYEE BENEFITS	142,058	167,681	155,391	158,167	163,302	7,911	5.09%
<b>PERSONNEL EXPENSE Total</b>		<b>624,043</b>	<b>669,329</b>	<b>615,413</b>	<b>623,151</b>	<b>659,041</b>	<b>43,628</b>	<b>7.09%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	6,121	2,654	6,325	3,444	6,135	(190)	-3.00%
420020	PROFESSIONAL SERVICES	85,147	94,995	96,550	85,279	73,250	(23,300)	-24.13%
420040	LEASE / PURCHASE COPIER	8,916	4,213	9,000	9,000	9,000	-	0.00%
420200	PRE-EMPLOYMENT EXAMINATIONS	7,572	4,971	5,500	8,126	5,500	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>107,756</b>	<b>106,833</b>	<b>117,375</b>	<b>105,849</b>	<b>93,885</b>	<b>(23,490)</b>	<b>-20.01%</b>
<b>COMMODITIES</b>								
430230	SUPPLIES - OFFICE	2,716	911	3,000	2,397	3,000	-	0.00%
<b>COMMODITIES Total</b>		<b>2,716</b>	<b>911</b>	<b>3,000</b>	<b>2,397</b>	<b>3,000</b>	<b>-</b>	<b>0.00%</b>
<b>OTHER EXPENSE</b>								
441000	INCIDENTALS	2,168	2,854	1,500	2,732	1,500	-	0.00%
442000	TRAINING	13,405	1,146	10,700	6,598	10,700	-	0.00%
442010	PERSONNEL TRAINING	-	-	500	180	500	-	0.00%
442020	EMPLOYEE RECOGNITION	6,725	10,792	9,100	9,100	9,500	400	4.40%
443010	NEWS LETTERS	11,653	12,048	16,750	13,000	13,000	(3,750)	-22.39%
443020	LEGAL NOTICES	-	205	1,500	693	1,500	-	0.00%
443025	CLASSIFIED ADVERTISEMENTS	1,390	50	4,200	1,156	3,500	(700)	-16.67%
<b>OTHER EXPENSE Total</b>		<b>35,342</b>	<b>27,095</b>	<b>44,250</b>	<b>33,459</b>	<b>40,200</b>	<b>(4,050)</b>	<b>-9.15%</b>
<b>Grand Total</b>		<b>769,857</b>	<b>804,168</b>	<b>780,038</b>	<b>764,856</b>	<b>796,126</b>	<b>16,088</b>	<b>2.06%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	ADMINISTRATION
Program	VILLAGE MANAGER'S OFFICE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	<b>REGULAR WAGES</b>				
	PAYROLL	460,022	495,739	35,717	7.8%
	<b>Subtotal</b>	<b>460,022</b>	<b>495,739</b>	<b>35,717</b>	<b>7.8%</b>
415000	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	155,391	163,302	7,911	5.1%
	<b>Subtotal</b>	<b>155,391</b>	<b>163,302</b>	<b>7,911</b>	<b>5.1%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>615,413</b>	<b>659,041</b>	<b>43,628</b>	<b>7.1%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	<b>MEMBERSHIPS</b>				
	ILLINOIS CITY MANAGEMENT ASSOCIATION (ILCMA) (4)	1,200	1,200	-	0.0%
	INTERNATIONAL CITY MANAGEMENT ASSOCIATION (ICMA) (3)	3,775	3,775	-	0.0%
	LEGACY PROJECT - WOMEN IN LOCAL GOVERNMENT (1)	40	40	-	0.0%
	NATIONAL PUBLIC EMPLOYER ASSOCIATION (NPELRA) (1)	230	230	-	0.0%
	WILMETTE ROTARY CLUBS (50% OF DUES FOR VILLAGE MANAGER)	450	450	-	0.0%
	SOCIETY FOR HUMAN RESOURCE MANAGEMENT (SHRM) (2)	630	440	(190)	-30.2%
	<b>Subtotal</b>	<b>6,325</b>	<b>6,135</b>	<b>(190)</b>	<b>-3.0%</b>
420020	<b>PROFESSIONAL SERVICES</b>				
	CONSTANT CONTACT E-MAIL DISTRIBUTION SERVICE (E-NEWS)	700	700	-	0.0%
	EMPLOYEE FLU VACCINES	3,360	3,360	-	0.0%
	EMPLOYEE LEADERSHIP ASSESSMENTS	1,500	2,000	500	33.3%
	HEP B VACCINE (OMEGA) & NEW EMPLOYEE AUDIOLOGY TESTING	1,000	1,000	-	0.0%
	INDEPENDENT MEDICAL EXAMINATIONS (IME)	750	750	-	0.0%
	NORTHERN ILLINOIS BENCHMARK COOPERATIVE	6,000		(6,000)	#NULL!
	POST-ACCIDENT TESTING	250	700	450	180.0%
	PUBLIC SALARY REGIONAL SALARY & BENEFIT DATABASE	390	390	-	0.0%
	RANDOM DRUG TESTING FOR EMPLOYEE'S WITH A CDL (\$90/ EMPLOYEE)	3,200	3,250	50	1.6%
	RETAINER FOR COMMUNICATIONS SUPPORT SERVICES	66,700	51,900	(14,800)	-22.2%
	SAFETY DATA SHEETS (SDS) ONLINE WEBSITE ACCESS FEE	2,700	2,700	-	0.0%
	COVID-19 TESTING	10,000	6,500	(3,500)	-35.0%
	<b>Subtotal</b>	<b>96,550</b>	<b>73,250</b>	<b>(23,300)</b>	<b>-24.1%</b>
420040	<b>LEASE / PURCHASE COPIER</b>				
	COPY MACHINE LEASE	9,000	9,000	-	0.0%
	<b>Subtotal</b>	<b>9,000</b>	<b>9,000</b>	<b>-</b>	<b>0.0%</b>
420200	<b>PRE-EMPLOYMENT EXAMINATIONS</b>				
	PHYSICAL EXAMS, DRUG SCREENS, PSYCH EVALUATION, DL ABSTRACTS (SELECT POSITIONS)	5,500	5,500	-	0.0%
	<b>Subtotal</b>	<b>5,500</b>	<b>5,500</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>117,375</b>	<b>93,885</b>	<b>(23,490)</b>	<b>-20.0%</b>
<b>COMMODITIES</b>					
430230	<b>SUPPLIES - OFFICE</b>				
	SUPPLIES FOR THE MANAGER'S OFFICE & VILLAGE BOARD	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE</b>					
441000	<b>INCIDENTALS</b>				
	NEW EMPLOYEE TOURS, STAFF TRAVEL & ATTENDANCE AT LOCAL MEETINGS, SHIPPING, ETC.	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
442000	<b>TRAINING</b>				
	INTERNATIONAL CITY MANAGER ASSOCIATION (ICMA) CONFERENCE	2,750	2,750	-	0.0%
	LOCAL MEETINGS, COMPUTER AND OTHER TRAINING	1,750	1,750	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	ADMINISTRATION
Program	VILLAGE MANAGER'S OFFICE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
442000	METRO MANAGER'S MEETINGS	200	200	-	0.0%
	PROFESSIONAL DEVELOPMENT TRAINING THROUGH MORRISON ASSOC.	1,000	1,000	-	0.0%
	ASSISTANT VILLAGE MANAGER CONFERENCE	2,500	2,500	-	0.0%
	VILLAGE MANAGER CONFERENCE	2,500	2,500	-	0.0%
	<b>Subtotal</b>	<b>10,700</b>	<b>10,700</b>	<b>-</b>	<b>0.0%</b>
442010	PERSONNEL TRAINING				
	VILLAGE-WIDE TRAININGS FOR SUPERVISORS	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
442020	EMPLOYEE RECOGNITION				
	EMPLOYEE RECOGNITION LUNCH (FOOD, DRINKS, DECORATIONS)	2,100	2,500	400	19.0%
	LONGEVITY, SAFETY, AND SERVICE EXCELLENCE AWARDS	7,000	7,000	-	0.0%
	<b>Subtotal</b>	<b>9,100</b>	<b>9,500</b>	<b>400</b>	<b>4.4%</b>
443010	NEWS LETTERS				
	GRAPHIC DESIGN, PRINTING AND MAILING OF 3 ISSUES OF THE COMMUNICATOR	16,750	13,000	(3,750)	-22.4%
	<b>Subtotal</b>	<b>16,750</b>	<b>13,000</b>	<b>(3,750)</b>	<b>-22.4%</b>
443020	LEGAL NOTICES				
	PUBLISH LEGAL BID AND ORDINANCE NOTICES AS REQUIRED BY LAW	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
443025	CLASSIFIED ADVERTISEMENTS				
	EMPLOYEE VACANCY POSTINGS	4,200	3,500	(700)	-16.7%
	<b>Subtotal</b>	<b>4,200</b>	<b>3,500</b>	<b>(700)</b>	<b>-16.7%</b>
<b>OTHER EXPENSE Total</b>		<b>44,250</b>	<b>40,200</b>	<b>(4,050)</b>	<b>-9.2%</b>
<b>Grand Total</b>		<b>780,038</b>	<b>796,126</b>	<b>16,088</b>	<b>2.1%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Fund	GENERAL FUND
Department	ADMINISTRATION
Program	LEGISLATIVE

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
CONTRACTUAL SERVICES								
420010	MEMBERSHIPS	18,671	18,671	19,000	18,083	19,000	-	0.00%
420100	ANNUAL AUDIT	8,400	5,000	5,000	5,000	5,000	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>27,071</b>	<b>23,671</b>	<b>24,000</b>	<b>23,083</b>	<b>24,000</b>	<b>-</b>	<b>0.00%</b>
OTHER EXPENSE								
441000	INCIDENTALS	965	514	2,000	1,103	2,000	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>965</b>	<b>514</b>	<b>2,000</b>	<b>1,103</b>	<b>2,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>28,036</b>	<b>24,185</b>	<b>26,000</b>	<b>24,186</b>	<b>26,000</b>	<b>-</b>	<b>0.00%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	ADMINISTRATION
Program	LEGISLATIVE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CONTRACTUAL SERVICES</b>					
<b>420010</b>	<b>MEMBERSHIPS</b>				
	ILLINOIS MUNICIPAL LEAGUE (IML)	2,000	2,000	-	0.0%
	METROPOLITAN MAYORS CAUCUS (MMC)	1,000	1,000	-	0.0%
	NORTHWEST MUNICIPAL CONFERENCE (NWMC)- INCLUDES CHICAGO METROPOLITAN AGENCY FOR PLANNING FEE	15,400	15,400	-	0.0%
	SISTER CITIES ASSOCIATION	600	600	-	0.0%
	<b>Subtotal</b>	<b>19,000</b>	<b>19,000</b>	<b>-</b>	<b>0.0%</b>
<b>420100</b>	<b>ANNUAL AUDIT</b>				
	FINANCIAL AUDIT, INCLUDING CERTIFICATION BY GOVERNMENT FINANCE OFFICERS' ASSOCIATION	5,000	5,000	-	0.0%
	<b>Subtotal</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>24,000</b>	<b>24,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE</b>					
<b>441000</b>	<b>INCIDENTALS</b>				
	MISC. VILLAGE BOARD EXPENSES	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>26,000</b>	<b>26,000</b>	<b>-</b>	<b>0.0%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Fund	GENERAL FUND
Department	ADMINISTRATION
Program	FIRE & POLICE COMMISSION

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
410100	REGULAR WAGES	55,037	53,082	47,390	47,549	50,239	2,849	6.01%
415000	EMPLOYEE BENEFITS	12,892	20,831	20,088	20,066	20,936	848	4.22%
<b>PERSONNEL EXPENSE Total</b>		<b>67,928</b>	<b>73,913</b>	<b>67,478</b>	<b>67,615</b>	<b>71,175</b>	<b>3,697</b>	<b>5.48%</b>
CONTRACTUAL SERVICES								
420020	PROFESSIONAL SERVICES	32,584	2,533	11,000	30,759	11,000	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>32,584</b>	<b>2,533</b>	<b>11,000</b>	<b>30,759</b>	<b>11,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>100,513</b>	<b>76,446</b>	<b>78,478</b>	<b>98,374</b>	<b>82,175</b>	<b>3,697</b>	<b>4.71%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	ADMINISTRATION
Program	FIRE & POLICE COMMISSION

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
<b>410100</b>	<b>REGULAR WAGES</b>				
	PAYROLL	47,390	50,239	2,849	6.0%
	<b>Subtotal</b>	<b>47,390</b>	<b>50,239</b>	<b>2,849</b>	<b>6.0%</b>
<b>415000</b>	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	20,088	20,936	848	4.2%
	<b>Subtotal</b>	<b>20,088</b>	<b>20,936</b>	<b>848</b>	<b>4.2%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>67,478</b>	<b>71,175</b>	<b>3,697</b>	<b>5.5%</b>
<b>CONTRACTUAL SERVICES</b>					
<b>420020</b>	<b>PROFESSIONAL SERVICES</b>				
	FIREFIGHTER PRE-EMPLOYMENT SCREENINGS (MEDICAL, PSYCHOLOGICAL, & POLYGRAPH - 2 AT \$1,500)	3,000	3,000	-	0.0%
	POLICE OFFICER PRE-EMPLOYMENT SCREENINGS (MEDICAL, PSYCHOLOGICAL, POLYGRAPH - 2 AT \$1,500)	3,000	3,000	-	0.0%
	POLICE OFFICER TESTING & RECRUITMENT	5,000	5,000	-	0.0%
	<b>Subtotal</b>	<b>11,000</b>	<b>11,000</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>11,000</b>	<b>11,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>78,478</b>	<b>82,175</b>	<b>3,697</b>	<b>4.7%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Fund	GENERAL FUND
Department	ADMINISTRATION
Program	MISCELLANEOUS BOARDS & COMMISS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
OTHER EXPENSE								
441000	INCIDENTALS	-	-	1,000	419	1,000	-	0.00%
449010	WILMETTE HOUSING COMMISSION	2,350	1,300	3,000	4,303	3,000	-	0.00%
449035	HIST. PRESERVATION COMMISSION	817	70	1,200	50	1,200	-	0.00%
449040	HUMAN RELATIONS COMMISSION	327	-	1,750	1,750	1,750	-	0.00%
449060	BICYCLE TASK FORCE	1,800	-	2,000	2,000	2,000	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>5,293</b>	<b>1,370</b>	<b>8,950</b>	<b>8,522</b>	<b>8,950</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>5,293</b>	<b>1,370</b>	<b>8,950</b>	<b>8,522</b>	<b>8,950</b>	<b>-</b>	<b>0.00%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	ADMINISTRATION
Program	MISCELLANEOUS BOARDS & COMMISS

		2021	2022		
		Amount	Amount	Difference (\$)	Difference (%)
<b>OTHER EXPENSE</b>					
441000	<b>INCIDENTALS</b>				
	MEMBER RECOGNITION	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
449010	<b>WILMETTE HOUSING COMMISSION</b>				
	EMERGENCY ASSISTANCE	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
449035	<b>HIST. PRESERVATION COMMISSION</b>				
	ANNUAL MEMBERSHIP TO REGIONAL AND NATIONAL PRESERVATION ORGANIZATIONS	200	200	-	0.0%
	GENERAL EXPENDITURES AND RESOURCES NEEDED FOR THE LOCAL LANDMARK PROGRAM AND ANNUAL PRES.	800	800	-	0.0%
	AWARDS				
	TRAINING OPPORTUNITIES AND MANDATORY STATE AND LOCAL CONFERENCES FOR CLGS	200	200	-	0.0%
	<b>Subtotal</b>	<b>1,200</b>	<b>1,200</b>	<b>-</b>	<b>0.0%</b>
449040	<b>HUMAN RELATIONS COMMISSION</b>				
	PROMOTE CULTURAL AWARENESS THROUGH VARIOUS EVENTS	1,750	1,750	-	0.0%
	<b>Subtotal</b>	<b>1,750</b>	<b>1,750</b>	<b>-</b>	<b>0.0%</b>
449060	<b>BICYCLE TASK FORCE</b>				
	BIKE SAFETY PROGRAMS	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>8,950</b>	<b>8,950</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>8,950</b>	<b>8,950</b>	<b>-</b>	<b>0.0%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Fund	GENERAL FUND
Department	ADMINISTRATION
Program	CABLE TV

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	95,284	98,371	101,200	99,604	105,625	4,425	4.37%
415000	EMPLOYEE BENEFITS	36,254	39,711	41,531	41,001	40,840	(691)	-1.66%
<b>PERSONNEL EXPENSE Total</b>		<b>131,537</b>	<b>138,082</b>	<b>142,731</b>	<b>140,605</b>	<b>146,465</b>	<b>3,734</b>	<b>2.62%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	195	195	195	195	195	-	0.00%
421512	CONTRACTUAL WEBSITE SERVICES	680	-	4,000	4,000	-	(4,000)	-100.00%
422000	MAINT.-OFFICE EQUIPMENT	2,550	3,557	4,000	2,981	4,000	-	0.00%
428120	HIGH SPEED ETHERNET SERVICE	6,965	6,862	5,500	4,966	5,500	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>10,389</b>	<b>10,614</b>	<b>13,695</b>	<b>12,142</b>	<b>9,695</b>	<b>(4,000)</b>	<b>-29.21%</b>
<b>COMMODITIES</b>								
430230	SUPPLIES - OFFICE	-	-	250	116	250	-	0.00%
430300	SUPPLIES - VIDEO	1,608	1,495	2,000	1,143	2,000	-	0.00%
<b>COMMODITIES Total</b>		<b>1,608</b>	<b>1,495</b>	<b>2,250</b>	<b>1,259</b>	<b>2,250</b>	<b>-</b>	<b>0.00%</b>
<b>OTHER EXPENSE</b>								
441000	INCIDENTALS	-	-	300	125	300	-	0.00%
442000	TRAINING	-	-	600	217	600	-	0.00%
448700	RENT - CATV STUDIOS	12,919	13,044	13,200	13,200	13,200	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>12,919</b>	<b>13,044</b>	<b>14,100</b>	<b>13,542</b>	<b>14,100</b>	<b>-</b>	<b>0.00%</b>
<b>CAPITAL OUTLAY</b>								
490350	OFFICE FURN. & EQUIP.-OTHER	105	-	7,000	7,000	7,000	-	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>105</b>	<b>-</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>156,559</b>	<b>163,235</b>	<b>179,776</b>	<b>174,548</b>	<b>179,510</b>	<b>(266)</b>	<b>-0.15%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	ADMINISTRATION
Program	CABLE TV

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	101,200	105,625	4,425	4.4%
	<b>Subtotal</b>	<b>101,200</b>	<b>105,625</b>	<b>4,425</b>	<b>4.4%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	41,531	40,840	(691)	-1.7%
	<b>Subtotal</b>	<b>41,531</b>	<b>40,840</b>	<b>(691)</b>	<b>-1.7%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>142,731</b>	<b>146,465</b>	<b>3,734</b>	<b>2.6%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	MEMBERSHIPS				
	WOMEN IN CABLE AND TELECOMMUNICATIONS	195	195	-	0.0%
	<b>Subtotal</b>	<b>195</b>	<b>195</b>	<b>-</b>	<b>0.0%</b>
421512	CONTRACTUAL WEBSITE SERVICES				
	POSTING OF VILLAGE BOARD, SD 39, PARK DISTRICT MEETINGS ON WEBSITE- PARK DISTRICT & SD39 TO REIMBURSE 66%	4,000		(4,000)	#NULL!
	<b>Subtotal</b>	<b>4,000</b>		<b>(4,000)</b>	<b>#NULL!</b>
422000	MAINT.-OFFICE EQUIPMENT				
	CABLE STUDIO AND COUNCIL CHAMBERS EQUIPMENT	4,000	4,000	-	0.0%
	<b>Subtotal</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>0.0%</b>
428120	HIGH SPEED ETHERNET SERVICE				
	HIGH SPEED ETHERNET FOR DIGITAL VIDEO OF CABLE BROADCASTS	5,500	5,500	-	0.0%
	<b>Subtotal</b>	<b>5,500</b>	<b>5,500</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>13,695</b>	<b>9,695</b>	<b>(4,000)</b>	<b>-29.2%</b>
<b>COMMODITIES</b>					
430230	SUPPLIES - OFFICE				
	BATTERIES FOR MICROPHONES, PAPER, CLEANING AND SUPPLIES	250	250	-	0.0%
	<b>Subtotal</b>	<b>250</b>	<b>250</b>	<b>-</b>	<b>0.0%</b>
430300	SUPPLIES - VIDEO				
	CONTRACTED LICENSING FEES FOR COMPACT DISC LIBRARY & TOTAL INFO, PURCHASE OF DVDS AND LIGHTING	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>2,250</b>	<b>2,250</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE</b>					
441000	INCIDENTALS				
	PROMOTIONAL ITEMS GIVEN TO VARIOUS CIVIC GROUPS COMING FOR TOURS	300	300	-	0.0%
	<b>Subtotal</b>	<b>300</b>	<b>300</b>	<b>-</b>	<b>0.0%</b>
442000	TRAINING				
	ATTENDANCE AT CABLE-RELATED SEMINARS AND CONFERENCES	600	600	-	0.0%
	<b>Subtotal</b>	<b>600</b>	<b>600</b>	<b>-</b>	<b>0.0%</b>
448700	RENT - CATV STUDIOS				
	PAYMENT TO WILMETTE PARK DISTRICT FOR OFFICE/STUDIO SPACE	13,200	13,200	-	0.0%
	<b>Subtotal</b>	<b>13,200</b>	<b>13,200</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>14,100</b>	<b>14,100</b>	<b>-</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY</b>					
490350	OFFICE FURN. & EQUIP.-OTHER				
	COUNCIL CHAMBER A/V IMPROVEMENTS	7,000	7,000	-	0.0%
	<b>Subtotal</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY Total</b>		<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>179,776</b>	<b>179,510</b>	<b>(266)</b>	<b>-0.1%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Fund	GENERAL FUND
Department	ADMINISTRATION
Program	HISTORICAL MUSEUM

	2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE							
410100 REGULAR WAGES	142,803	151,735	148,301	151,548	166,563	18,262	12.31%
415000 EMPLOYEE BENEFITS	26,091	27,687	29,345	29,372	32,703	3,358	11.44%
<b>PERSONNEL EXPENSE Total</b>	<b>168,894</b>	<b>179,422</b>	<b>177,646</b>	<b>180,920</b>	<b>199,266</b>	<b>21,620</b>	<b>12.17%</b>
<b>Grand Total</b>	<b>168,894</b>	<b>179,422</b>	<b>177,646</b>	<b>180,920</b>	<b>199,266</b>	<b>21,620</b>	<b>12.17%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	ADMINISTRATION
Program	HISTORICAL MUSEUM

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	<b>REGULAR WAGES</b>				
	PAYROLL	148,301	166,563	18,262	12.3%
	<b>Subtotal</b>	<b>148,301</b>	<b>166,563</b>	<b>18,262</b>	<b>12.3%</b>
415000	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	29,345	32,703	3,358	11.4%
	<b>Subtotal</b>	<b>29,345</b>	<b>32,703</b>	<b>3,358</b>	<b>11.4%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>177,646</b>	<b>199,266</b>	<b>21,620</b>	<b>12.2%</b>
<b>Grand Total</b>		<b>177,646</b>	<b>199,266</b>	<b>21,620</b>	<b>12.2%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Fund	GENERAL FUND
Department	ADMINISTRATION
Program	CONTINGENCY

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
CONTINGENCY EXPENSE								
448005	PENSION GEN FUND TRANSFER	-	191,000	500,000	500,000	500,000	-	0.00%
448020	PARKING METER FUND TRANSFER	-	-	-	-	-	-	0.00%
448035	DEBT SERVICE FUND TRANSFER	-	-	20,000	35,000	20,000	-	0.00%
449500	CONTINGENCY - REGULAR	51,914	444,807	-	74,739	110,000	110,000	0.00%
<b>CONTINGENCY EXPENSE Total</b>		<b>51,914</b>	<b>635,807</b>	<b>520,000</b>	<b>609,739</b>	<b>630,000</b>	<b>110,000</b>	<b>21.15%</b>
<b>Grand Total</b>		<b>51,914</b>	<b>635,807</b>	<b>520,000</b>	<b>609,739</b>	<b>630,000</b>	<b>110,000</b>	<b>21.15%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	ADMINISTRATION
Program	CONTINGENCY

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CONTINGENCY EXPENSE</b>					
448005	<b>PENSION GEN FUND TRANSFER</b>				
	TRANSFER TO PENSION FUND	500,000		(500,000)	#NULL!
	TRANSFER TO PENSION FUNDS (*RD*)		500,000	500,000	
	<b>Subtotal</b>	<b>500,000</b>	<b>500,000</b>	<b>-</b>	<b>0.0%</b>
448035	<b>DEBT SERVICE FUND TRANSFER</b>				
	TRANSFER TO DEBT SERVICE FUND	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
449500	<b>CONTINGENCY - REGULAR</b>				
	PARKING METER FUND TRANSFER		60,000	60,000	
	SESQUICENTENNIAL CONTRIBUTION		50,000	50,000	
	<b>Subtotal</b>		<b>110,000</b>	<b>110,000</b>	
448020	<b>PARKING METER FUND TRANSFER</b>				
	PARKING METER FUND TRANSFER	-	-	-	#DIV/0!
	<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>CONTINGENCY EXPENSE Total</b>		<b>520,000</b>	<b>630,000</b>	<b>110,000</b>	<b>21.2%</b>
<b>Grand Total</b>		<b>520,000</b>	<b>630,000</b>	<b>110,000</b>	<b>21.2%</b>

# Community Development



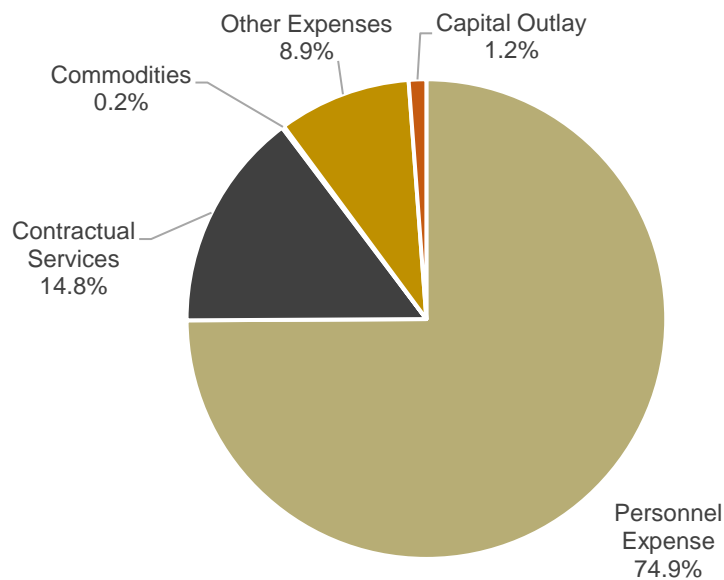
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Community Development	1,436,876	1,520,701	1,778,127	1,628,983	1,988,039	209,912
Business Development	499,717	441,208	350,710	400,981	496,247	145,537
Health Services	44,980	45,450	46,360	46,360	46,360	-
<b>TOTAL BUDGET</b>	<b>1,981,573</b>	<b>2,007,359</b>	<b>2,175,197</b>	<b>2,076,324</b>	<b>2,530,646</b>	<b>355,449</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense	1,475,278	1,560,561	1,625,836	1,626,303	1,895,893	270,057
Contractual Services	160,661	155,351	374,630	206,031	374,580	(50)
Commodities	2,997	4,548	3,885	2,990	3,885	-
Other Expenses	317,922	261,104	140,846	214,000	226,288	85,442
Capital Outlay	24,715	25,795	30,000	27,000	30,000	-
<b>TOTAL BUDGET</b>	<b>1,981,573</b>	<b>2,007,359</b>	<b>2,175,197</b>	<b>2,076,324</b>	<b>2,530,646</b>	<b>355,449</b>





# Community Development

## BUDGET ANALYSIS

### Community Development

Increase of \$140,000 and 1.00 FTE for temporary over hire of a building inspector and plan reviewer position. Upgrade of the part time code enforcement officer to full-time at an increase of \$40,000.

The Comprehensive Plan was started in 2021 and is estimated to spend \$35,000. The remainder of the contract, \$140,000 will be expended in 2022 and is re-budgeted.

### Business Development

Beginning in 2014, the Hotel Tax Rebate for the Marriott Residence Inn was budgeted under the business development program. For 2022, it is projected that the Village will rebate \$202,125. This is an increase from 2021 as the hotel industry continues to recover from the impact of COVID-19.

The economic incentive agreement 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 2022 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	294,880	1,681,590
2020	242,557	1,924,147
2021 Est. Actual	192,500	2,116,647
2022 Budget	202,125	2,318,772

Increase of \$25,000 and 0.50 FTE for a business development intern.

Increase of \$20,950 for membership in the North Shore Convention and Visitors Bureau

Increase of \$14,000 for additional holiday décor throughout the Village's business districts.

### Health Services

No significant budgetary changes in 2022

# Community Development

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## 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   | • Issuance of Building Permits  |
| • Enforcement of Building Codes, Zoning, Sign, and Subdivision Ordinances | • Identifying/encouraging affordable housing opportunities in the Village |
| • Inspections to ensure code compliance                                   | • Administrative support to Housing Our Own Wilmette                      |
| • Coordination of business development activities                         | • Manage contract for food inspection services                            |

## Staff Support to the Following Boards:

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



# Community Development

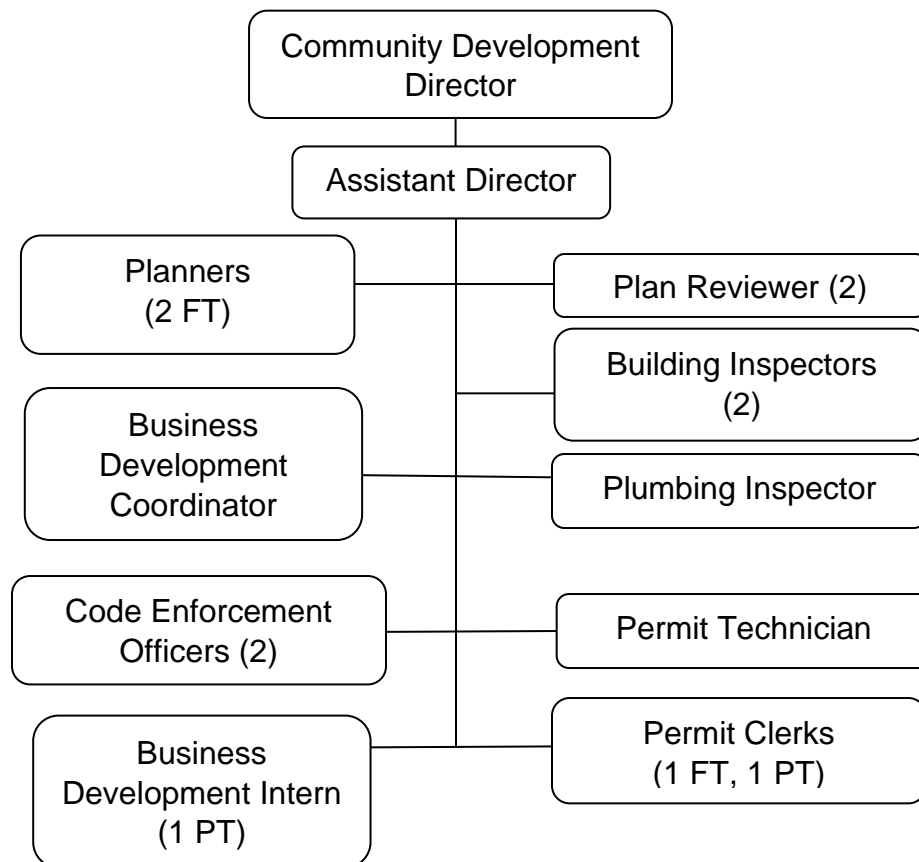
## PERSONNEL

The Community Development department has a total of 14.00 FTE's. In late 2020, the semi full-time Planner position (Zoning Planner) was made full-time and that FTE increase was recognized in 2021. The 2022 budget includes a temporary over-hire of a building inspector/plan reviewer, the upgrade of a code enforcement officer from part-time to full-time, and the hiring of one business development coordinator.

	2018	2019	2020	2021	2022
Community Development	9.75	10.75	10.75	11.00	12.50*
Business Development	1.00	1.00	1.00	1.00	1.50
Health Services	-	-	-	-	-
<b>TOTAL FTE's</b>	<b>10.75</b>	<b>11.75</b>	<b>11.75</b>	<b>12.00</b>	<b>14.00</b>

*\*Temporary over-hire of one additional building inspector/plan reviewer personnel*

## ORGANIZATIONAL CHART



# Community Development



## PERFORMANCE MEASURES

	Goal	2020 Year End	2021				2021 Year End
			Q1	Q2	Q3	Q4	
<u>Single Family New Construction Permits:</u>							
Days to Complete Zoning Reviews	<10 Days	4	2	3			
Number of Reviews		18	1	5			
Days to Complete Building/Electrical Reviews	<10 Days	5	1	10			
Number of Reviews		19	1	6			
<u>Single Family Addition &amp; Remodeling Permits:</u>							
Days to Complete Zoning Reviews	<10 Days	3	2	2			
Number of Reviews		217	28	56			
Days to Complete Building/Electrical Reviews	<10 Days	4	4	5			
Number of Reviews		172	44	46			
<u>Commercial New Construction, Additions &amp; Remodeling Permits:</u>							
Days to Complete Zoning Reviews	<10 Days	4	7	1			
Number of Reviews		17	1	5			
Days to Complete Building/Electrical Reviews	<10 Days	4	4	5			
Number of Reviews		12	3	5			
<u>Code enforcement compliance through voluntary means</u>							
Code Enforcement	75%	90%	93%	89%			
Number of Violations Confirmed		1,765	420	498			
Number Resolved Voluntarily		1,588	389	444			
<u>New business listings on website within 10 days of Certificate of Occupancy</u>							
New Business Listing	100%	100%	100%	100%	100%		
Number of New Businesses		14	5	8	6		
Average Day to Post		-	1	-	-		
<u>New Business Contacts</u>							
Business development contacts	780	979	268	304	151		
<u>Commercial Vacancy</u>							
Commercial retail vacancy rate	5%	11.8%	11.46%	9.53%	8.6%		
<u>Social Media Updates</u>							
Unique updates posted on Wilmette Biz	120	157	18	22			



# Community Development

## ACTIVITY MEASURES

	2018	2019	2020	2021
Projects	2,474	2,378	2,414	2,814
ZBA Cases	57	46	42	63
ARC Cases	43	44	20	32
Building Inspections	7,614	6,697	5,417	6,282

Building Permits	2018	2019	2020	2021
New Residential	34	25	24	26
New Commercial	-	-	-	1
New Other - Swimming Pools, Large Sheds, etc.	28	25	18	28
Single Family Demolition	33	20	25	24
Residential Additions	55	40	32	56
Residential Remodel – Interior, Decks, etc.	487	449	459	425
Commercial Additions/Remodel	33	32	19	32
Garage	25	26	16	28
Electrical Only	71	78	61	104
Air Conditioning Only	46	47	38	52
Generators	27	29	33	20
Elevators	8	12	13	14
Plumbing Only	352	290	328	400
Fences	386	427	387	525
Roof	253	242	439	430
Tree Removal	343	330	325	360
Signs	5	14	6	23
Tents	-	-	3	2
All Other Demolition	14	11	14	2
Engineering Only	154	149	74	140
Fire Only	48	28	27	38
Two-Unit Other	2	-	-	-
Townhouse Other	20	23	14	24
Institutional Other	12	13	6	12
Multi-Family Other	34	43	33	32
Solar	3	13	16	15

# Community Development



## OBJECTIVES AND ACCOMPLISHMENTS

### ***Looking Forward: 2022 Objectives***

- Oversee the rewrite of the Village's Comprehensive Plan.
- 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.
- Continue to implement/update the "Wilmetteconomics" branding message.
- Establish relationship and act as Village's liaison with Chicago's North Shore Visitor and Convention Bureau.
- 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.
- Work with the Law Department and Community Partners for Affordable Housing (CPAH) to manage the \$1.6 million contribution to affordable housing from the 1210 Central Avenue Optima project.
- Oversee the land use/building review for the reuse/redevelopment of Edens Plaza.
- Continue to work with the property owner and potential developers regarding the reuse/redevelopment of the Imperial Motors property on Green Bay Road.
- Assist the Administrative Services Department in the review and selection of online permit review software.
- Conduct an internal review of building plan review processes.
- Oversee the updating of the Village's building codes, including a review of all local amendments.

### ***Reviewing the Year: 2021 Accomplishments***

- Oversee the rewrite of the Village's Comprehensive Plan.  
*While the pandemic delayed the start of the Comprehensive Plan, a consultant was selected, and the rewrite process was kicked off in August of 2021. The plan is expected to take approximately 18 months to complete.*
- 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





# Community Development

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Use Committee of the Village Board, Building Code Board of Appeals and Electrical Commission.

*The Community Development Department provided staff support at over 40 meetings and hearings in 2021.*

- 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.  
*This item is being postponed until after the completion of the Comprehensive Plan and the construction of the neighborhood storage project.*
- Continue to implement the “Wilmetteonomics” branding message.  
*The “Wilmetteonomics” campaign was continued throughout 2021. Events like the Village’s first restaurant month was held, and live music was programmed throughout the summer to encourage shoppers to support Wilmette businesses.*
- Continue to assist businesses dealing with the impacts of the pandemic and the downtown streetscape project.  
*As mentioned above, special events like the Village’s first restaurant month were implemented in 2021 and live music was programmed throughout the summer to encourage shoppers to support Wilmette businesses. With the completion of the downtown streetscape, a celebration was thrown to let the community know that Wilmette’s downtown was back better than ever.*
- 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. Home visits started up again after being canceled in 2020 due to the pandemic.*
- Oversee the land use/building review for the reuse/redevelopment of Edens Plaza.  
*The pandemic has slowed the expected progress of finding a reuse for the Carson’s building and other contemplated improvements to the center. Staff will continue to work with the owner to make sure Edens Plaza is retained as a viable retail center.*
- Continue to work with the property owner and potential developers regarding the reuse/redevelopment of the Imperial Motors property on Green Bay Road.



# Community Development

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*The pandemic has slowed the expected progress of finding a reuse for the Imperial Motors building. Staff will continue 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.*

- Review of leaf blower enforcement procedures and policies.  
*A part-time code enforcement office was hired to deal solely with leaf blower violations. This increased enforcement worked well, reducing the number of landscaping companies violating Wilmette's regulations and the number of complaints those violations would have generated.*
- Assist the Administrative Services Department in the review and selection of online permit review software.  
*While a possible viable online solution was tested, it was decided to first test out how the online/electronic review of large-scale building plans would be accomplished before moving ahead with that solution. It is expected that the online/electronic review testing will continue into 2022.*

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	(All)
Department	COMMUNITY DEVELOPMENT
Program	COMMUNITY DEVELOPMENT

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	1,013,436	1,059,682	1,122,391	1,122,776	1,331,420	209,029	18.62%
410200	OVERTIME WAGES	13,187	15,525	500	1,133	500	-	0.00%
415000	EMPLOYEE BENEFITS	362,595	401,714	415,486	415,250	449,626	34,140	8.22%
<b>PERSONNEL EXPENSE Total</b>		<b>1,389,218</b>	<b>1,476,921</b>	<b>1,538,377</b>	<b>1,539,159</b>	<b>1,781,546</b>	<b>243,169</b>	<b>15.81%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	2,379	2,566	2,545	3,079	2,545	-	0.00%
420020	PROFESSIONAL SERVICES	4,648	6,701	180,450	40,438	145,450	(35,000)	-19.40%
420030	DIGITAL RECORDS CONVERSION	1,736	-	17,400	8,700	17,400	-	0.00%
420400	PLAN REVIEW SERVICES	1,668	1,120	2,000	2,136	2,000	-	0.00%
421010	CONTR. ELEVATOR INSPECTIONS	9,525	8,175	10,000	8,843	10,000	-	0.00%
422000	MAINT.-OFFICE EQUIPMENT	-	-	200	200	200	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	2,164	2,398	1,500	2,210	1,500	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>22,119</b>	<b>20,960</b>	<b>214,095</b>	<b>65,606</b>	<b>179,095</b>	<b>(35,000)</b>	<b>-16.35%</b>
<b>COMMODITIES</b>								
430230	SUPPLIES - OFFICE	1,621	1,314	2,500	1,874	2,500	-	0.00%
430250	SUPPLIES - OTHER THAN OFFICE	1,376	3,234	1,385	1,116	1,385	-	0.00%
<b>COMMODITIES Total</b>		<b>2,997</b>	<b>4,548</b>	<b>3,885</b>	<b>2,990</b>	<b>3,885</b>	<b>-</b>	<b>0.00%</b>
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	16,570	15,480	14,220	15,887	15,963	1,743	12.26%
441000	INCIDENTALS	298	58	300	587	300	-	0.00%
442000	TRAINING	4,670	965	5,250	2,584	5,250	-	0.00%
443020	LEGAL NOTICES	1,004	1,769	2,000	2,170	2,000	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>22,542</b>	<b>18,272</b>	<b>21,770</b>	<b>21,228</b>	<b>23,513</b>	<b>1,743</b>	<b>8.01%</b>
<b>Grand Total</b>		<b>1,436,876</b>	<b>1,520,701</b>	<b>1,778,127</b>	<b>1,628,983</b>	<b>1,988,039</b>	<b>209,912</b>	<b>11.81%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	COMMUNITY DEVELOPMENT
Program	COMMUNITY DEVELOPMENT

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
<b>410100</b>	<b>REGULAR WAGES</b>				
	PAYROLL	1,122,391	1,291,420	169,029	15.1%
	UPGRADE CODE ENFORCEMENT OFFICER (PT TO FT)		40,000	40,000	
	<b>Subtotal</b>	<b>1,122,391</b>	<b>1,331,420</b>	<b>209,029</b>	<b>18.6%</b>
<b>410200</b>	<b>OVERTIME WAGES</b>				
	OVERTIME	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
<b>415000</b>	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	415,486	449,626	34,140	8.2%
	<b>Subtotal</b>	<b>415,486</b>	<b>449,626</b>	<b>34,140</b>	<b>8.2%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>1,538,377</b>	<b>1,781,546</b>	<b>243,169</b>	<b>15.8%</b>
<b>CONTRACTUAL SERVICES</b>					
<b>420010</b>	<b>MEMBERSHIPS</b>				
	AMERICAN PLANNING ASSOCIATION (APA)-2X FOR PLANNER III	550	550	-	0.0%
	APA/AICP MEMBERSHIPS FOR DIRECTOR, ASSISTANT DIRECTOR AND BUSINESS DEVELOPMENT COORDINATOR	1,710	1,710	-	0.0%
	BUILDING OFFICIALS AND CODE ADMINISTRATORS	135	135	-	0.0%
	STATE LICENSE FOR PLUMBING INSPECTOR	150	150	-	0.0%
	<b>Subtotal</b>	<b>2,545</b>	<b>2,545</b>	<b>-</b>	<b>0.0%</b>
<b>420020</b>	<b>PROFESSIONAL SERVICES</b>				
	COURT REPORTER	600	600	-	0.0%
	SIDWELL MAP RENTAL-SHARED WITH THE ENGINEERING DEPT	250	250	-	0.0%
	ZONING BOARD OF APPEALS MINUTES TRANSCRIPTION	4,600	4,600	-	0.0%
	COMPREHENSIVE PLAN (CIP PROJECT)	175,000	140,000	(35,000)	-20.0%
	<b>Subtotal</b>	<b>180,450</b>	<b>145,450</b>	<b>(35,000)</b>	<b>-19.4%</b>
<b>420030</b>	<b>DIGITAL RECORDS CONVERSION</b>				
	SCANNING OF BUILDING PERMIT FILES	17,400	17,400	-	0.0%
	<b>Subtotal</b>	<b>17,400</b>	<b>17,400</b>	<b>-</b>	<b>0.0%</b>
<b>420400</b>	<b>PLAN REVIEW SERVICES</b>				
	PLAN REVIEW & INSPECTIONAL SERVICES	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>421010</b>	<b>CONTR. ELEVATOR INSPECTIONS</b>				
	CONTRACTUAL ELEVATOR INSPECTION SERVICES	10,000	10,000	-	0.0%
	<b>Subtotal</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0.0%</b>
<b>422000</b>	<b>MAINT.-OFFICE EQUIPMENT</b>				
	MAINTENANCE OF TYPEWRITER	200	200	-	0.0%
	<b>Subtotal</b>	<b>200</b>	<b>200</b>	<b>-</b>	<b>0.0%</b>
<b>428020</b>	<b>TELEPHONE SERVICE - CELLULAR</b>				
	CELL PHONE AND TABLET CHARGES	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>214,095</b>	<b>179,095</b>	<b>(35,000)</b>	<b>-16.3%</b>
<b>COMMODITIES</b>					
<b>430230</b>	<b>SUPPLIES - OFFICE</b>				
	MISCELLANEOUS OFFICE SUPPLIES	2,500	2,500	-	0.0%
	<b>Subtotal</b>	<b>2,500</b>	<b>2,500</b>	<b>-</b>	<b>0.0%</b>
<b>430250</b>	<b>SUPPLIES - OTHER THAN OFFICE</b>				
	BUSINESS CARDS	110	110	-	0.0%
	CODE BOOKS	500	500	-	0.0%
	DRAFTING SUPPLIES	100	100	-	0.0%
	GRAPHIC REPRODUCTION FOR REPORTS	100	100	-	0.0%
	PAPER FOR PERMIT APPLICATIONS	250	250	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	COMMUNITY DEVELOPMENT
Program	COMMUNITY DEVELOPMENT

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>430250</b>	PRINTING FENCE, ROOFING AND TREE REMOVAL PERMITS	125	125	-	0.0%
	STORAGE BOXES	100	100	-	0.0%
	VIOLATION NOTICES	100	100	-	0.0%
	<b>Subtotal</b>	<b>1,385</b>	<b>1,385</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>3,885</b>	<b>3,885</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE</b>					
440500	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	14,220	15,963	1,743	12.3%
	<b>Subtotal</b>	<b>14,220</b>	<b>15,963</b>	<b>1,743</b>	<b>12.3%</b>
441000	<b>INCIDENTALS</b>				
	LOCAL MEETINGS, TRAIN FARE, PARKING, AND MILEAGE REIMBURSEMENT	300	300	-	0.0%
	<b>Subtotal</b>	<b>300</b>	<b>300</b>	<b>-</b>	<b>0.0%</b>
442000	<b>TRAINING</b>				
	ICC TRAINING FOR PLAN REVIEWER	1,000	1,000	-	0.0%
	NATIONAL CONFERENCE FOR THE AMERICAN PLANNING ASSOCIATION	2,500	2,500	-	0.0%
	TRAINING FOR BUILDING & PLUMBING INSPECTOR	600	600	-	0.0%
	TRAINING FOR BUSINESS DEVELOPMENT COORDINATOR	250	250	-	0.0%
	TRAINING FOR PERMIT CLERKS	100	100	-	0.0%
	TRAINING FOR THE ASSISTANT DIRECTOR OF COMMUNITY DEVELOPMENT	300	300	-	0.0%
	TRAINING FOR ZONING PLANNER AND PLANNER III	500	500	-	0.0%
	<b>Subtotal</b>	<b>5,250</b>	<b>5,250</b>	<b>-</b>	<b>0.0%</b>
443020	<b>LEGAL NOTICES</b>				
	PUBLISH LEGAL NOTICES FOR ARC, SZC, PC, HPC, AND ZBA	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>21,770</b>	<b>23,513</b>	<b>1,743</b>	<b>8.0%</b>
<b>Grand Total</b>		<b>1,778,127</b>	<b>1,988,039</b>	<b>209,912</b>	<b>11.8%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	(All)
Department	COMMUNITY DEVELOPMENT
Program	BUSINESS DEVELOPMENT

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
410100	REGULAR WAGES	60,799	62,068	63,980	63,923	90,210	26,230	41.00%
415000	EMPLOYEE BENEFITS	25,280	21,572	23,479	23,221	24,137	658	2.80%
<b>PERSONNEL EXPENSE Total</b>		<b>86,079</b>	<b>83,640</b>	<b>87,459</b>	<b>87,144</b>	<b>114,347</b>	<b>26,888</b>	<b>30.74%</b>
CONTRACTUAL SERVICES								
420010	MEMBERSHIPS	970	966	1,425	790	22,375	20,950	1470.18%
420450	BUSINESS PROMOTION ACTIVITIES	92,572	87,975	112,750	93,275	126,750	14,000	12.42%
<b>CONTRACTUAL SERVICES Total</b>		<b>93,542</b>	<b>88,941</b>	<b>114,175</b>	<b>94,065</b>	<b>149,125</b>	<b>34,950</b>	<b>30.61%</b>
OTHER EXPENSE								
441000	INCIDENTALS	500	275	650	272	650	-	0.00%
448910	HOTEL TAX REBATE	294,880	242,557	118,426	192,500	202,125	83,699	70.68%
<b>OTHER EXPENSE Total</b>		<b>295,380</b>	<b>242,832</b>	<b>119,076</b>	<b>192,772</b>	<b>202,775</b>	<b>83,699</b>	<b>70.29%</b>
CAPITAL OUTLAY								
460050	LAND ACQUISITION	24,715	25,795	30,000	27,000	30,000	-	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>24,715</b>	<b>25,795</b>	<b>30,000</b>	<b>27,000</b>	<b>30,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>499,717</b>	<b>441,208</b>	<b>350,710</b>	<b>400,981</b>	<b>496,247</b>	<b>145,537</b>	<b>41.50%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	COMMUNITY DEVELOPMENT
Program	BUSINESS DEVELOPMENT

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	<b>REGULAR WAGES</b>				
	PAYROLL	63,980	65,210	1,230	1.9%
	NEW BUSINESS DEVELOPMENT INTERN		25,000	25,000	
	<b>Subtotal</b>	<b>63,980</b>	<b>90,210</b>	<b>26,230</b>	<b>41.0%</b>
415000	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	23,479	24,137	658	2.8%
	<b>Subtotal</b>	<b>23,479</b>	<b>24,137</b>	<b>658</b>	<b>2.8%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>87,459</b>	<b>114,347</b>	<b>26,888</b>	<b>30.7%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	<b>MEMBERSHIPS</b>				
	THE INTERNATIONAL COUNCIL OF SHOPPING CENTERS	150	150	-	0.0%
	THE URBAN LAND INSTITUTE	225	225	-	0.0%
	THE WILMETTE CHAMBER OF COMMERCE	1,050	1,050	-	0.0%
	CHICAGO NORTH SHORE CONVENTION AND VISITORS BUREAU		20,950	20,950	
	<b>Subtotal</b>	<b>1,425</b>	<b>22,375</b>	<b>20,950</b>	<b>1470.2%</b>
420450	<b>BUSINESS PROMOTION ACTIVITIES</b>				
	50/50 BLADE SIGN REIMBURSEMENT PROGRAM	1,500	1,500	-	0.0%
	CHAMBER OF COMMERCE MARKETING INITIATIVE IMPLEMENTATION	25,000	25,000	-	0.0%
	CONTINUATION OF PRINT MEDIA PLACEMENTS	4,500	4,500	-	0.0%
	CO-OP ADVERTISING	5,000	5,000	-	0.0%
	GRAPHIC DESIGN SERVICES TO PRODUCE NEW ADS	4,000	4,000	-	0.0%
	SOCIAL MEDIA ADVERTISING	2,000	2,000	-	0.0%
	SUMMER ANNUALS FLORAL HANGING BASKETS (130 EACH), INCLUDES, VENDOR PRE-PLANTING AT GREENHOUSE AND VENDOR SUPPLY OF PLANT MATERIAL, POTTING SOIL AND FERTILIZER	7,750	7,750	-	0.0%
	SUMMER CONCERT SERIES (3 CONCERTS)	5,500	5,500	-	0.0%
	WEBSITE ADVERTISING PLACEMENTS - INCLUDING ADS IN ONLINE ONLY PUBLICATIONS	4,500	4,500	-	0.0%
	WINTER EVERGREENS HANGING BASKETS (130 EACH), INCLUDES, VENDOR SUPPLY OF MATERIALS (I.E. WINTERGREENS, BOWS, BERRIES, ETC.) AND ASSEMBLY AT GREENHOUSE FACILITY	17,000	17,000	-	0.0%
	HOLIDAY LIGHTS DECORATIONS - REMOVAL AND REPLACEMENT (APPROX. 1,250 STRINGS OF LED LIGHTS)	36,000	36,000	-	0.0%
	BUSINESS DISTRICT DECOR		14,000	14,000	
	<b>Subtotal</b>	<b>112,750</b>	<b>126,750</b>	<b>14,000</b>	<b>12.4%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>114,175</b>	<b>149,125</b>	<b>34,950</b>	<b>30.6%</b>
<b>OTHER EXPENSE</b>					
441000	<b>INCIDENTALS</b>				
	VILLAGE'S TABLE AT ANNUAL CHAMBER AWARDS DINNER AND COST ASSOCIATED WITH BUSINESS PROMOTIONS FUNCTIONS AND NEW BUSINESS GIFTS	650	650	-	0.0%
	<b>Subtotal</b>	<b>650</b>	<b>650</b>	<b>-</b>	<b>0.0%</b>
448910	<b>HOTEL TAX REBATE</b>				
	REFUND 77% OF VILLAGE'S SHARE OF THE HOTEL TAX PER SALES TAX SHARING AGREEMENT	118,426	202,125	83,699	70.7%
	<b>Subtotal</b>	<b>118,426</b>	<b>202,125</b>	<b>83,699</b>	<b>70.7%</b>
<b>OTHER EXPENSE Total</b>		<b>119,076</b>	<b>202,775</b>	<b>83,699</b>	<b>70.3%</b>
<b>CAPITAL OUTLAY</b>					
460050	<b>LAND ACQUISITION</b>				
	TAX ON VILLAGE OWNED PROPERTY (DEPOT) - TRANSFERRED FROM 11-95	30,000	30,000	-	0.0%
	<b>Subtotal</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY Total</b>		<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>350,710</b>	<b>496,247</b>	<b>145,537</b>	<b>41.5%</b>



**DATE:** September 17, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Lisa Roberts, Assistant Director of Community Development

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11091846-420010
<b>Department</b>	Community Development
<b>Account Name</b>	Memberships

### **Background**

On September 28, 2021 The Village Board voted to join the Chicago's North Shore Convention and Visitor Bureau (Bureau) effective immediately. The 2021 membership rate is \$20,950. Because initial membership required a three-year minimum commitment, the total cost, not including any subsequent membership rate increases \$62,850.

### **Justification**

The Bureau provides the village with an advertising reach greater than what can be done by the village and/or chamber of commerce alone. While the Village and Chamber concentrate on shopping local, the Bureau has a much greater reach, advertising regionally and nationally. The Chamber of Commerce is excited about the Bureau's ability to help promote local events and happenings to a much greater audience then currently possible. In addition, by joining the bureau, Wilmette businesses will be able to join also. This will allow Wilmette businesses to take advantage of regional draws such as the Baha'i House of Worship and Northwestern's Ryan Field presence, and utilize the Bureau's social media expertise.

### **Alternative**

There is no alternative entity to the Bureau. The primary benefit of the Bureau is their expertise in promoting the North Shore as a tourist destination. Without joining the bureau, Wilmette businesses will not be able to take advantage of the area attractions and the tourists they attract.





**DATE:** August 31, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11091846-420450
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Business Promotion Activities

### Background

This account provides funds for traditional marketing in newspapers and magazines as well as events and decorations that add character, branding and interest to the Village's commercial business districts. This includes items such as floral hanging baskets (summer annuals and winter décor) and holiday décor (i.e. light poles with live garland, red bows & ribbon).

### Justification

For 2022, staff requests additional funds totaling \$14,000 to support winter holiday décor. This will be used to restore the full ensemble of winter holiday décor throughout the Village's various business districts. Currently, the contractor installs live garland with red bows (and ribbon) on 117 street light poles in the following business districts: Downtown, Linden Square, Metra Parking and Ridge Road corridor. Of additional note, Linden Square receives live garland with mini lights affixed as the street light poles provide an auxiliary power supply feed. Most of the Village's street light poles do not have auxiliary power. The Green Bay Road business corridor was previously removed from the holiday décor contract over the course of past economic downturns. Staff recommends inclusion of the Green Bay Road corridor beginning with the 2022 holiday season. This includes the addition of 111 street light poles with live garland with red bows & ribbon and 68 with mini lights affixed.

Description	2021 Budget	2022 Budget	Increase	Account No.
Bus. Promotion Activities	\$112,750	\$126,750	\$14,000	11243030-427200

**Alternative**

Staff works closely with the local merchants and chamber in reviewing winter holiday décor efforts for the various business district areas. The requested additional funds and proposed initiatives will address feedback received over the past winter season.

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Account Type	EXPENSE
Fund	(All)
Department	COMMUNITY DEVELOPMENT
Program	HEALTH

	2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE							
415000                EMPLOYEE BENEFITS	(20)	-	-	-	-	-	0.00%
<b>PERSONNEL EXPENSE Total</b>	<b>(20)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
CONTRACTUAL SERVICES							
421050                SANITARIAN SERVICES	45,000	45,450	46,360	46,360	46,360	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>	<b>45,000</b>	<b>45,450</b>	<b>46,360</b>	<b>46,360</b>	<b>46,360</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>	<b>44,980</b>	<b>45,450</b>	<b>46,360</b>	<b>46,360</b>	<b>46,360</b>	<b>-</b>	<b>0.00%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	COMMUNITY DEVELOPMENT
Program	HEALTH

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CONTRACTUAL SERVICES</b>					
421050	<b>SANITARIAN SERVICES</b>				
	OUTSOURCED FOOD INSPECTION SERVICES	46,360	46,360	-	0.0%
	<b>Subtotal</b>	<b>46,360</b>	<b>46,360</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>46,360</b>	<b>46,360</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>46,360</b>	<b>46,360</b>	<b>-</b>	<b>0.0%</b>



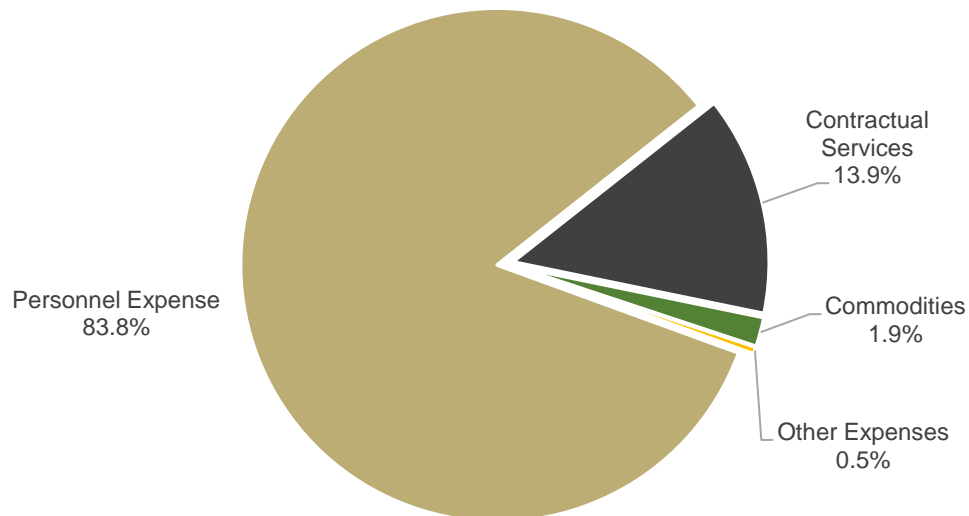
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Finance	1,306,678	1,355,992	1,380,183	1,397,581	1,555,191	175,008
<b>TOTAL BUDGET</b>	<b>1,306,678</b>	<b>1,355,992</b>	<b>1,380,183</b>	<b>1,397,581</b>	<b>1,555,191</b>	<b>175,008</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense	1,016,385	1,086,590	1,130,533	1,134,093	1,303,376	172,843
Contractual Services	263,004	243,824	213,550	225,951	215,615	2,065
Commodities	22,562	22,872	29,000	33,611	29,000	-
Other Expenses	4,727	2,706	7,100	3,926	7,200	100
<b>TOTAL BUDGET</b>	<b>1,306,678</b>	<b>1,355,992</b>	<b>1,380,183</b>	<b>1,397,581</b>	<b>1,555,191</b>	<b>175,008</b>





## BUDGET ANALYSIS

### **Finance**

The increase in regular wages is due to the additional of a new full-time financial analyst position. This position will better align functions within the department, streamline reporting, and includes process review and improvements. The position is estimated at a cost \$120,000.



## **MISSION STATEMENT**

The Finance Department is dedicated to providing exceptional, accurate, and efficient services to Village of Wilmette residents, businesses, and employees. The department pledges to exercise fiscal responsibility while adhering to the highest standards and ethics. The mission which 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.

Department activities include accounting and financial reporting, budget development, treasury management, debt management, grant administration, and public safety pension administration.

Services provided include payroll, procurement, accounts payable and accounts receivable, pension accounting, adjudication processing, utility billing, cashiering, and front-line phone and in-person customer services. Also provide assistance with various customer service incentive programs.



# Finance

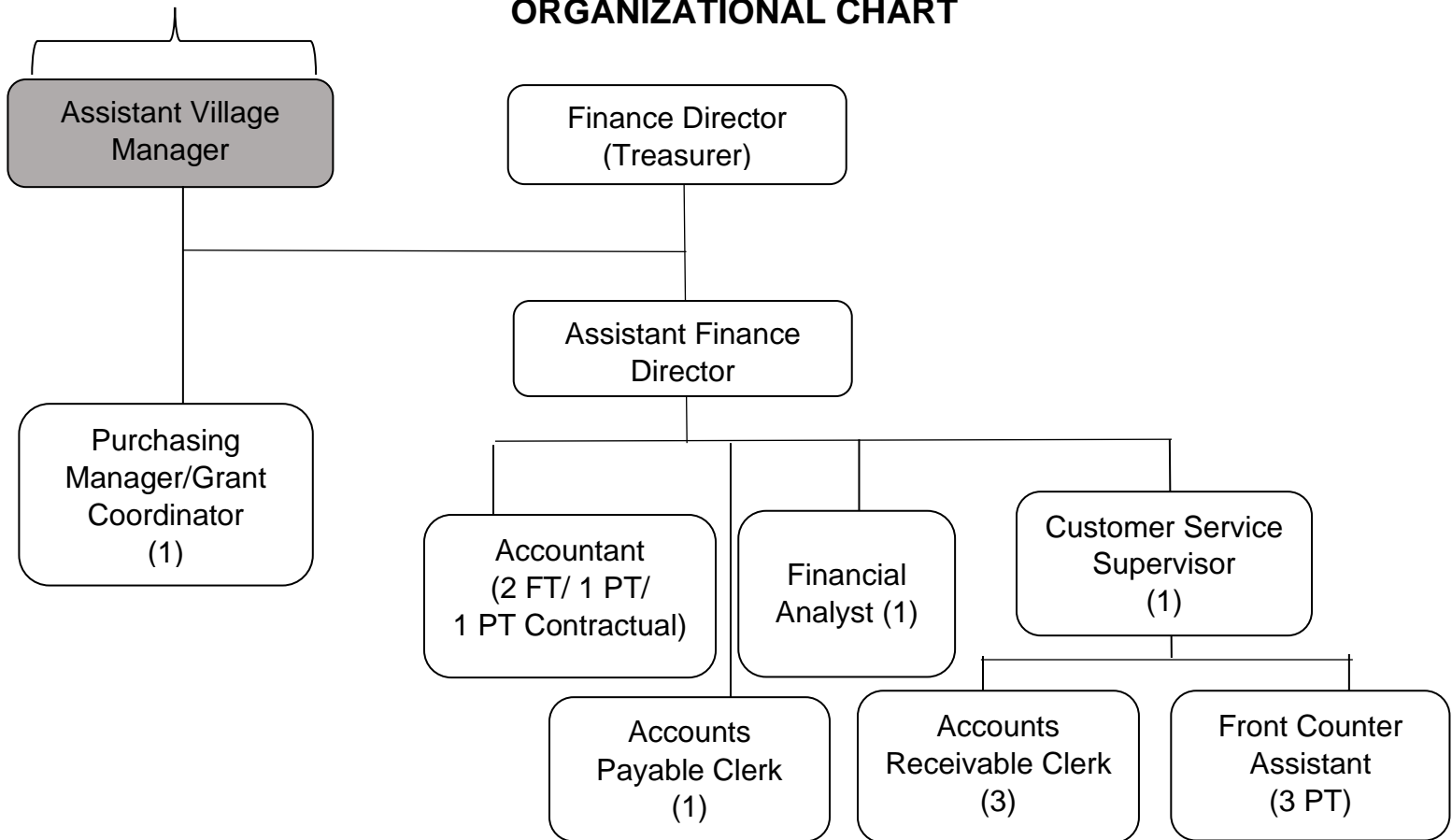
## PERSONNEL

The Finance department has a total of 13.44 FTE's. In 2021, a part-time customer service clerk was added to support additional call volumes during the pandemic. In 2022, a new financial analyst position is included in the budget request.

	2018	2019	2020	2021	2022
Finance	11.04	10.84	10.84	11.84	13.44
<b>TOTAL FTE's</b>	<b>11.04</b>	<b>10.84</b>	<b>10.84</b>	<b>11.84</b>	<b>13.44</b>

*Allocated to Village Manager's Office*

## ORGANIZATIONAL CHART







## ACTIVITY MEASURES

	2018	2019	2020	2021
Payroll & Pension Payments Issued	6,921	7,007	6,935	7,015
Vendor & Refund Checks Issued	4,281	4,484	3,994	4,000
Purchase Orders Processed	318	398	402	420
Phone Call Activity*	-	18,540	23,328	20,500
Business & Contractor Licenses Issued	2,489	2,345	2,203	2,270
Real Estate Transfer Transactions	515	482	612	750
General Bills issued	738	678	1,287	1,200
Vehicle Stickers Issued**	20,558	20,628	19,777	20,000
Vehicle Stickers Sold Online**	5,927	6,750	10,847	10,900
Utility Bills Issued***	36,472	36,488	36,704	37,900
Customers Paying water bill via EFT	1,300	1,534	1,642	1,795
Customers Receiving Water bills - E-mail only*	-	268	464	550
Customers Receiving Water Bills - Mail & E-mail (both)*	-	132	221	265

*\*Feature/Reporting Implemented in 2019*

*\*\*On-Line sales increased, and overall sales decreased due to COVID-19 in 2020*

*\*\*\*Utility Bills total includes Final Bills beginning in 2019*



## OBJECTIVES AND ACCOMPLISHMENTS

### ***Looking Forward: 2022 Objectives***

- Pursue service improvements that will allow the Finance Department to streamline processes and enhance responsiveness.
- Review all Finance Policies and Procedures, schedule revisions as needed.
- Work with Administrative Services to implement new cashiering software.
- Responsibly manage the Village's investments and treasury.
- Work with Village Manager's Office to accomplish debt issuance needs.
- Administer the consolidation process of the Police and Firefighters' Pension Funds investment assets into two statewide funds (one for all police pension funds and one for all firefighter pension funds) as required by the Illinois Pension Consolidation Act.
- Obtain the GFOA Distinguished Budget Presentation award and the Certificate of Achievement for Excellence in Financial Reporting award.
- Provide timely and accurate responses to compliance requests.
- Work with various departments to seek and secure state and federal grant opportunities and facilitate compliance reporting.

### ***Reviewing the Year: 2021 Accomplishments***

- Pursued service improvements that allow the Finance Department to streamline processes and enhance responsiveness.
  - *Worked with Finance Committee and Manager's office to revise the monthly financial reports.*
  - *Developed template that helped streamline and decrease administrative time to process multi-year contracts for certain vendors.*
  - *Expanded training of requisition entry process across all Village departments.*
  - *Implemented the inclusion of the Vehicle Sticker fees in the Incode software judgement process which allows for efficient processing of fees and a streamlined database.*
- Review all Finance Policies and Procedures, schedule revisions as needed.
  - *Worked with Finance Committee and Manager's office to update the Village Fund Balance Reserve Policy.*
  - *Provided additional customer service support to residents during the COVID-19 outbreak by extending payment due dates for various Village fees.*
  - *Assisted with the administration of the Residential Assistance Program for Utility Billing.*
- Work with Village Manager's Office to accomplish debt issuance needs.
  - *Successful in maintaining the Village's Aaa (highest) rating from Moody's bond rating agency.*
  - *Issued \$33.64 million Series 2021 General Obligation Bonds. Proceeds of the Bonds were used for stormwater system improvements (the "Neighborhood Storage Project") and the Central Avenue Road Reconstruction Project, refund a portion of the Village's*



# Finance

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*outstanding G.O. Refunding Bonds, Series 2011 and G.O. Refunding Bonds, Series 2013 which will save \$1.8 million or 14.3%.*

- Obtained the GFOA Distinguished Budget Presentation award and the Certificate of Achievement for Excellence in Financial Reporting award
  - *Received GFOA award for the 2020 Budget; submitted for the 2021 Budget*
  - *Received GFOA award for the 2019 Annual Report; submitted for the 2020 Annual Report*
- Work with various departments to seek and secure state and federal grant opportunities and facilitate compliance reporting.
  - Prepared and submitted documentation to County and Federal agencies to obtain reimbursement for COVID-19 related costs.

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	FINANCE
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
<b>410100</b>	<b>REGULAR WAGES</b>				
	PAYROLL	852,832	895,031	42,199	4.9%
	NEW FT FINANCIAL ANALYST		120,000	120,000	
	<b>Subtotal</b>	<b>852,832</b>	<b>1,015,031</b>	<b>162,199</b>	<b>19.0%</b>
<b>415000</b>	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	277,701	288,345	10,644	3.8%
	<b>Subtotal</b>	<b>277,701</b>	<b>288,345</b>	<b>10,644</b>	<b>3.8%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>1,130,533</b>	<b>1,303,376</b>	<b>172,843</b>	<b>15.3%</b>
<b>CONTRACTUAL SERVICES</b>					
<b>420010</b>	<b>MEMBERSHIPS</b>				
	AICPA	325	325	-	0.0%
	GOVERNMENT FINANCE OFFICERS ASSOCIATION	675	250	(425)	-63.0%
	ILLINOIS GFOA - DIR., ASST DIR., DEPUTY DIR., AND ACCT	600	600	-	0.0%
	AMERICAN PAYROLL ASSOCIATION		300	300	
	NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING		190	190	
	<b>Subtotal</b>	<b>1,600</b>	<b>1,665</b>	<b>65</b>	<b>4.1%</b>
<b>420020</b>	<b>PROFESSIONAL SERVICES</b>				
	CONSULTING SERVICES RELATED TO ACTUARIAL SERVICES, BOND FINANCIAL ADVISOR, GFOA FEES, CAFR SUBMITTAL FEE, ETC.	13,000	14,000	1,000	7.7%
	FEES RELATED TO OUTSOURCING THE ADMINISTRATION OF THE VILLAGE'S SECTION 125 PLAN	7,000	7,000	-	0.0%
	PROFESSIONAL ACCOUNTANT THAT PROVIDES CONTRACTUAL ASSISTANCE FOR THE ENTIRE YEAR	13,000	12,000	(1,000)	-7.7%
	<b>Subtotal</b>	<b>33,000</b>	<b>33,000</b>	<b>-</b>	<b>0.0%</b>
<b>420040</b>	<b>LEASE / PURCHASE COPIER</b>				
	COPY MACHINE LEASE	19,000	19,000	-	0.0%
	<b>Subtotal</b>	<b>19,000</b>	<b>19,000</b>	<b>-</b>	<b>0.0%</b>
<b>420150</b>	<b>BANK CHARGES</b>				
	BANK FEES - NSCB	22,000	22,000	-	0.0%
	CREDIT CARD PROCESSING FEES	58,000	58,000	-	0.0%
	<b>Subtotal</b>	<b>80,000</b>	<b>80,000</b>	<b>-</b>	<b>0.0%</b>
<b>420160</b>	<b>POSTAGE</b>				
	VILLAGE MAILING COSTS OTHER THAN WATER BILLING	40,000	40,000	-	0.0%
	<b>Subtotal</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	<b>0.0%</b>
<b>421000</b>	<b>CONTRACTUAL SERVICES</b>				
	CONTRACTUAL PRINTING OF VEHICLE STICKER APPLICATIONS	23,000	23,000	-	0.0%
	<b>Subtotal</b>	<b>23,000</b>	<b>23,000</b>	<b>-</b>	<b>0.0%</b>
<b>422000</b>	<b>MAINT.-OFFICE EQUIPMENT</b>				
	MAINTENANCE OF TWO LARGE COPY MACHINES & MISC. EQUIPMENT	2,000		(2,000)	#NULL!
	MAINTENANCE OF POSTAGE MACHINE		2,000	2,000	
	SERVICE FOR FOLDING MACHINE		1,000	1,000	
	<b>Subtotal</b>	<b>2,000</b>	<b>3,000</b>	<b>1,000</b>	<b>50.0%</b>
<b>428000</b>	<b>TELEPHONE SERVICE</b>				
	VILLAGE WIDE TELEPHONE COSTS	13,850	14,850	1,000	7.2%
	<b>Subtotal</b>	<b>13,850</b>	<b>14,850</b>	<b>1,000</b>	<b>7.2%</b>
<b>428010</b>	<b>TELEPHONE MAINTENANCE</b>				
	TELEPHONE MAINTENANCE SERVICE AS NEEDED	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
<b>428020</b>	<b>TELEPHONE SERVICE - CELLULAR</b>				
	CELL PHONE STIPENDS FOR EMPLOYEES	-	-	-	#DIV/0!
	<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>428030</b>	<b>TELEPHONE-LONG DISTANCE</b>				
	LONG DISTANCE USE BY THE VILLAGE	100	100	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	FINANCE
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>428030</b>	<b>Subtotal</b>	<b>100</b>	<b>100</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>213,550</b>	<b>215,615</b>	<b>2,065</b>	<b>1.0%</b>
<b>COMMODITIES</b>					
<b>430230</b>	<b>SUPPLIES - OFFICE</b>				
	COPIER PAPER, ENVELOPES, AND STATIONERY USED BY ALL DEPARTMENTS AT VILLAGE HALL	13,100	9,600	(3,500)	-26.7%
	PRINTING OF BUDGET	1,900	1,900	-	0.0%
	SUPPLIES AND TONER USED ONLY BY THE FINANCE DEPARTMENT	3,000	3,000	-	0.0%
	TYLER FORMS	2,000	5,500	3,500	175.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
<b>430250</b>	<b>SUPPLIES - OTHER THAN OFFICE</b>				
	PURCHASE OF VEHICLE STICKERS, MOTORCYCLE TAGS, ANIMAL LICENSES, PARKING & LANDSCAPER STICKERS	9,000	9,000	-	0.0%
	<b>Subtotal</b>	<b>9,000</b>	<b>9,000</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>29,000</b>	<b>29,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE</b>					
<b>441000</b>	<b>INCIDENTALS</b>				
	OTHER INCIDENTALS				
	BUSINESS CARDS, PAYROLL SUBSCRIPTION	500	600	100	20.0%
	<b>Subtotal</b>	<b>500</b>	<b>600</b>	<b>100</b>	<b>20.0%</b>
<b>442000</b>	<b>TRAINING</b>				
	GFOA ANNUAL CONFERENCE \$2,000				
	IGFOA ANNUAL CONFERENCE \$1,500				
	IGFOA MISC. TRAINING \$500	4,500	4,500	-	0.0%
	MILEAGE \$500				
	<b>Subtotal</b>	<b>4,500</b>	<b>4,500</b>	<b>-</b>	<b>0.0%</b>
<b>443020</b>	<b>LEGAL NOTICES</b>				
	PUBLISH THE ANNUAL TREASURER'S STATEMENT OF RECEIPTS AND DISBURSEMENTS REQUIRED BY STATUTE	2,100	2,100	-	0.0%
	<b>Subtotal</b>	<b>2,100</b>	<b>2,100</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>7,100</b>	<b>7,200</b>	<b>100</b>	<b>1.4%</b>
<b>Grand Total</b>		<b>1,380,183</b>	<b>1,555,191</b>	<b>175,008</b>	<b>12.7%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	(All)
Department	FINANCE
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	769,234	811,365	852,832	855,114	1,015,031	162,199	19.02%
410200	OVERTIME WAGES	-	558	-	-	-	-	0.00%
415000	EMPLOYEE BENEFITS	247,150	274,667	277,701	278,979	288,345	10,644	3.83%
<b>PERSONNEL EXPENSE Total</b>		<b>1,016,385</b>	<b>1,086,590</b>	<b>1,130,533</b>	<b>1,134,093</b>	<b>1,303,376</b>	<b>172,843</b>	<b>15.29%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	1,015	1,300	1,600	1,002	1,665	65	4.06%
420020	PROFESSIONAL SERVICES	64,596	29,330	33,000	26,136	33,000	-	0.00%
420040	LEASE / PURCHASE COPIER	17,516	11,543	19,000	19,000	19,000	-	0.00%
420150	BANK CHARGES	61,643	60,121	80,000	84,219	80,000	-	0.00%
420160	POSTAGE	37,863	41,914	40,000	40,000	40,000	-	0.00%
421000	CONTRACTUAL SERVICES	19,104	26,953	23,000	22,304	23,000	-	0.00%
422000	MAINT.-OFFICE EQUIPMENT	1,920	3,336	2,000	1,628	3,000	1,000	50.00%
428000	TELEPHONE SERVICE	34,047	39,253	13,850	30,000	14,850	1,000	7.22%
428010	TELEPHONE MAINTENANCE	2,334	674	1,000	1,026	1,000	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	23,119	29,400	-	488	-	-	0.00%
428030	TELEPHONE-LONG DISTANCE	(151)	-	100	148	100	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>263,004</b>	<b>243,824</b>	<b>213,550</b>	<b>225,951</b>	<b>215,615</b>	<b>2,065</b>	<b>0.97%</b>
<b>COMMODITIES</b>								
430230	SUPPLIES - OFFICE	16,595	14,925	20,000	24,587	20,000	-	0.00%
430250	SUPPLIES - OTHER THAN OFFICE	5,967	7,947	9,000	9,024	9,000	-	0.00%
<b>COMMODITIES Total</b>		<b>22,562</b>	<b>22,872</b>	<b>29,000</b>	<b>33,611</b>	<b>29,000</b>	<b>-</b>	<b>0.00%</b>
<b>OTHER EXPENSE</b>								
441000	INCIDENTALS	527	690	500	871	600	100	20.00%
442000	TRAINING	2,821	-	4,500	1,755	4,500	-	0.00%
443020	LEGAL NOTICES	1,379	2,016	2,100	1,300	2,100	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>4,727</b>	<b>2,706</b>	<b>7,100</b>	<b>3,926</b>	<b>7,200</b>	<b>100</b>	<b>1.41%</b>
<b>Grand Total</b>		<b>1,306,678</b>	<b>1,355,992</b>	<b>1,380,183</b>	<b>1,397,581</b>	<b>1,555,191</b>	<b>175,008</b>	<b>12.68%</b>



# Administrative Services

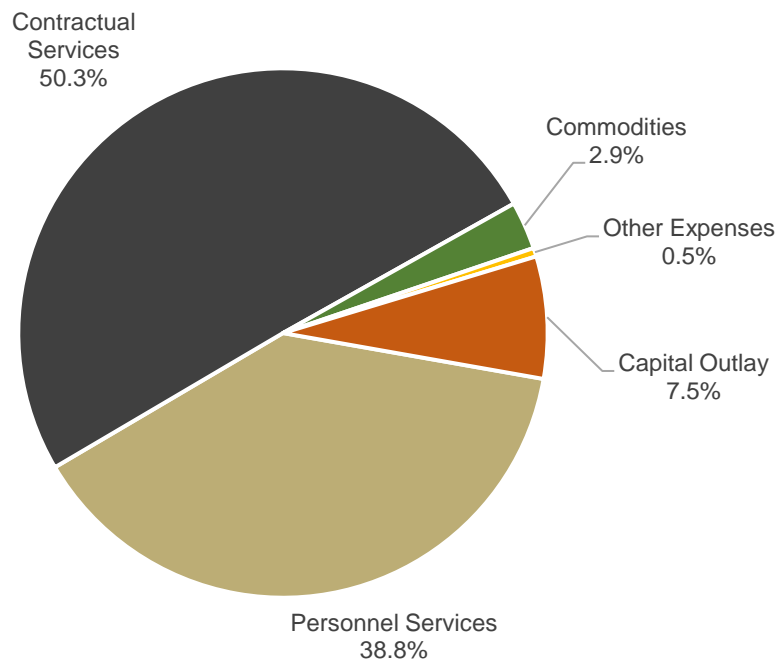
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Administrative Services	796,199	845,955	912,164	948,963	984,634	72,470
<b>TOTAL BUDGET</b>	<b>796,199</b>	<b>845,955</b>	<b>912,164</b>	<b>948,963</b>	<b>984,634</b>	<b>72,470</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense	388,627	351,373	369,277	364,371	381,600	12,323
Contractual Services	330,924	420,560	452,435	486,136	495,615	43,180
Commodities	18,298	22,288	20,100	23,866	28,800	8,700
Other Expenses	10,011	8,161	4,822	3,228	5,219	397
Capital Outlay	48,338	43,573	65,530	71,362	73,400	7,870
<b>TOTAL BUDGET</b>	<b>796,199</b>	<b>845,955</b>	<b>912,164</b>	<b>948,963</b>	<b>984,634</b>	<b>72,470</b>



# Administrative Services

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## BUDGET ANALYSIS

### **Administrative Services**

Increase of \$4,000 for computer peripherals such as desktop printers, monitors, keyboards, mice and scanners. This also includes recently deployed smart phones and tablet devices for field personnel.

Increase of \$22,430 for contractual software support which includes Tyler MUNIS annual support and licensing (\$7,100), Adobe Creative Suite software subscriptions such as Adobe Acrobat Pro, PhotoShop, and Illustrator for 34 employees (\$5,095), Firehouse software (\$1,475) plus the addition of new shift management software (\$3,500) and Mimecast email archive and security suite (\$2,500).

The contractual software support line item also includes the Cashiering Software Upgrade (\$33,500) that is included in the Capital Improvement Program.

Increase of \$6,900 for new Teams Room equipment for Meeting Room Conference Room and Village Yard Training Room. These Teams enabled rooms allow for in person and remote attendance of staff meetings and training events.



# Administrative Services

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## SERVICES

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.

## PROGRAM SUMMARY

The Administrative Services Department, working closely with the Village Manager's and Finance Department 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.



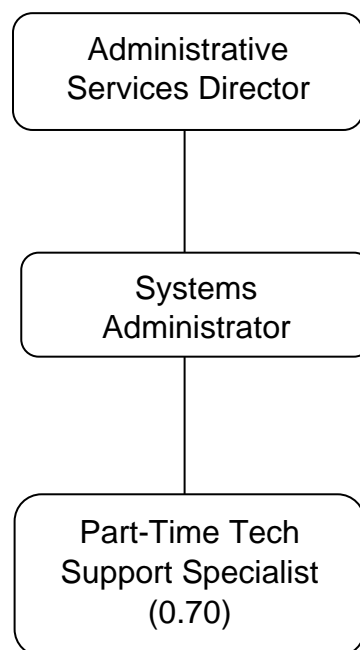
# Administrative Services

## PERSONNEL

The Administrative Services department has a total of 2.70 FTE's. In 2022 there were no staffing updates.

	2018	2019	2020	2021	2022
Administrative Services	2.70	2.70	2.70	2.70	2.70
<b>TOTAL FTE's</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>

## ORGANIZATIONAL CHART



# Administrative Services



## ACTIVITY MEASURES

	2018	2019	2020	2021
IT Work Orders Created	983	1,239	1,208	850
Computers Maintained	192	190	190	197
Computers Replaced	19	30	9	17
Physical Servers Maintained	11	11	11	11
Virtual Servers Maintained	24	24	24	24
Onsite training classes (hours)	152	24	9.5	20
Offsite training classes (hours)	40	40	0	0
Unique visits to website	228,255	226,571	280,879	293,000
Avg. time spent on site (min)	1:49	2:25	2:05	1:54
Website visitors breakdown by device				
Desktop Computer	52%	56%	56%	50%
Mobile Device	48%	44%	44%	50%



# Administrative Services

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## OBJECTIVES AND ACCOMPLISHMENTS

### ***Looking Forward: 2022 Objectives***

- 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.
- Coordinate and assist affected departments as needed to successfully migrate to a new permits and code enforcement system. This goal is contingent upon the approval of the Capital Project.
- 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 division and their use of the Work Orders module.
- Review and update the Strategic Information Technology Plan with focus on cyber security and a written incident management plan.
- Develop and conduct training programs for Microsoft Office programs commonly in use at the Village for all interested staff.
- Plan and assist departments in migrating data from on premise file servers to online storage (SharePoint and OneDrive) for improved data security.

### ***Reviewing the Year: 2021 Accomplishments***

- Plan for and migrate the Village to a new telephone system.  
*Migration to be completed by end of 2021.*
- Conduct building permit software review. Identify and evaluate potential solutions that meet the Village's permitting and plan review needs.  
*Software offerings were reviewed. Several demonstrations for village staff were conducted by a potential solution provider and budgetary estimates were obtained. Pilot project of electronic plan review system will be underway by December 2021.*
- Update the Village Hall Council Chambers A/V system. Work with Procurement Manager to identify potential vendors, interview firms, select and negotiate with the successful firm and minimize interruption in service to public meeting schedule.  
*Completed. First Village Board meeting conducted with the new system was 7/13/2021.*
- 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.  
*Primarily due to COVID-19 workplace issues, this project was not undertaken in 2021. Goal moved to 2022.*



# Administrative Services

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- Work with the Village Manager's Office to develop a survey for work from home employees. Identify challenges and evaluate options for the Village to address them.  
*Goal not pursued due to employees returning to the office in April 2021. Individual employees working from home are consulted and provided equipment suited to their needs on a case by case basis.*
- Review and update the Strategic Information Technology Plan with focus on cyber security.  
*Due to other significant project delays, proposed to be moved to 2022.*
- Complete the adoption of Office 365 for all Village staff. Research and analyze Village licensing needs in preparation for the renewal of the Microsoft Enterprise Agreement in early 2022.  
*Completed. Prior to March 31, 2021, all Wilmette employees were transitioned to Office 365 accounts with multi-factor authentication required for security.*
- Develop and conduct e-mail archive search and export training for all FOIA officers.  
*To be completed by end of September 2021.*
- 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.  
*Worked with EPW and the GIS Specialist to implement the bi-directional synch feature of the new MUNIS version to allow for Assets to be updated and work orders created in MUNIS to be viewable in the GIS system. Work completed in January 2021. Work Orders training to be coordinated with Water/Sewer in 2022.*

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Fund	GENERAL FUND
Department	INFORMATION TECHNOLOGY
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	294,098	259,545	274,841	270,464	284,206	9,365	3.41%
415000	EMPLOYEE BENEFITS	94,529	91,828	94,436	93,907	97,394	2,958	3.13%
<b>PERSONNEL EXPENSE Total</b>		<b>388,627</b>	<b>351,373</b>	<b>369,277</b>	<b>364,371</b>	<b>381,600</b>	<b>12,323</b>	<b>3.34%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	300	300	300	300	300	-	0.00%
420020	PROFESSIONAL SERVICES	47,875	43,173	53,000	101,208	40,250	(12,750)	-24.06%
421500	CONTRACTUAL HARDWARE SUPPORT	7,896	7,435	9,200	10,213	9,200	-	0.00%
421510	CONTRACTUAL SOFTWARE SUPPORT	180,450	262,977	214,585	206,265	270,515	55,930	26.06%
421515	PC SOFTWARE SUBSCRIPTION	44,721	53,131	105,200	105,201	105,200	-	0.00%
421520	CONTRACTUAL INTERNET EXPENSE	10,820	15,906	22,760	23,329	22,760	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	2,138	1,786	2,000	2,620	2,000	-	0.00%
428100	COMPUTER COMMUNICATIONS EXP.	36,724	35,852	45,390	37,000	45,390	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>330,924</b>	<b>420,560</b>	<b>452,435</b>	<b>486,136</b>	<b>495,615</b>	<b>43,180</b>	<b>9.54%</b>
<b>COMMODITIES</b>								
430150	SUPPLIES - COMPUTER PARTS	17,458	18,325	17,600	19,971	21,600	4,000	22.73%
430160	SUPPLIES - COMPUTER SOFTWARE	826	3,269	2,000	3,270	2,000	-	0.00%
430230	SUPPLIES - OFFICE	15	694	500	625	500	-	0.00%
430270	SUPPLIES - PRINTING	-	-	-	-	4,700	4,700	0.00%
<b>COMMODITIES Total</b>		<b>18,298</b>	<b>22,288</b>	<b>20,100</b>	<b>23,866</b>	<b>28,800</b>	<b>8,700</b>	<b>43.28%</b>
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	2,090	1,910	1,422	1,810	1,819	397	27.92%
441000	INCIDENTALS	47	45	200	262	200	-	0.00%
442000	TRAINING	7,874	6,206	3,200	1,156	3,200	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>10,011</b>	<b>8,161</b>	<b>4,822</b>	<b>3,228</b>	<b>5,219</b>	<b>397</b>	<b>8.23%</b>
<b>CAPITAL OUTLAY</b>								
490100	OFFICE FURN. & EQUIP.-V.H.	48,338	43,573	65,530	71,362	73,400	7,870	12.01%
<b>CAPITAL OUTLAY Total</b>		<b>48,338</b>	<b>43,573</b>	<b>65,530</b>	<b>71,362</b>	<b>73,400</b>	<b>7,870</b>	<b>12.01%</b>
<b>Grand Total</b>		<b>796,199</b>	<b>845,955</b>	<b>912,164</b>	<b>948,963</b>	<b>984,634</b>	<b>72,470</b>	<b>7.94%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	INFORMATION TECHNOLOGY
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	<b>REGULAR WAGES</b>				
	PAYROLL	274,841	284,206	9,365	3.4%
	<b>Subtotal</b>	<b>274,841</b>	<b>284,206</b>	<b>9,365</b>	<b>3.4%</b>
415000	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	94,436	97,394	2,958	3.1%
	<b>Subtotal</b>	<b>94,436</b>	<b>97,394</b>	<b>2,958</b>	<b>3.1%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>369,277</b>	<b>381,600</b>	<b>12,323</b>	<b>3.3%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	<b>MEMBERSHIPS</b>				
	INTERNATIONAL AND ILLINOIS GOVERNMENT MANAGEMENT INFORMATION SYSTEMS (GMIS) COMBINED	300	300	-	0.0%
	<b>Subtotal</b>	<b>300</b>	<b>300</b>	<b>-</b>	<b>0.0%</b>
420020	<b>PROFESSIONAL SERVICES</b>				
	ADDITIONAL NETWORK WIRING REQUESTS FOR DATA OR VOICE SYSTEMS	750	750	-	0.0%
	ADMINISTRATIVE ADJUDICATION (ANNUAL MAINTENANCE EXPENSE)	4,750	5,000	250	5.3%
	GIS SERVICES THROUGH CONSORTIUM (1/3 GF, 1/3 WF, 1/3 SF)	30,500	30,500	-	0.0%
	MICROSOFT IT PRO SUPPORT PACK - 4 INCIDENTS	2,000	2,000	-	0.0%
	NON-CONTRACT SUPPORT EXPENSES FOR MUNIS SUCH AS DATABASE SUPPORT AND FORM CHANGES	2,000	2,000	-	0.0%
	GIS HARDWARE AND SOFTWARE (CIP PROJECT)	13,000		(13,000)	#NULL!
	<b>Subtotal</b>	<b>53,000</b>	<b>40,250</b>	<b>(12,750)</b>	<b>-24.1%</b>
421500	<b>CONTRACTUAL HARDWARE SUPPORT</b>				
	CISCO NETWORK HARDWARE MAINTENANCE, INCLUDING BUILDING WIFI ACCESS POINTS	7,000	7,000	-	0.0%
	FINANCE DEPARTMENT FOLDER/SEALER	1,200	1,200	-	0.0%
	SERVER AND LAPTOP COMPUTER SUPPORT CONTRACT RENEWALS	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>9,200</b>	<b>9,200</b>	<b>-</b>	<b>0.0%</b>
421510	<b>CONTRACTUAL SOFTWARE SUPPORT</b>				
	ADOBE SUBSCRIPTION LICENSING (ACROBAT, PHOTOSHOP, ILLUSTRATOR)	4,150	9,245	5,095	122.8%
	AUTOCAD ENGINEERING SOFTWARE (THREE-YEAR SUBSCRIPTION EXPIRING AT END OF 2022)	7,000	7,000	-	0.0%
	BACKUP AND RECOVERY SOFTWARE SUPPORT.	3,300	5,800	2,500	75.8%
	COMPUTER UPDATE DEPLOYMENT SOFTWARE SUBSCRIPTION.	450	450	-	0.0%
	CUES PUBLIC WORKS CAMERA TRUCK SOFTWARE SUPPORT	2,150	2,150	-	0.0%
	EMAIL ARCHIVE, SPAM FILTERING, AND WEB FILTERING SUBSCRIPTION	11,850	14,355	2,505	21.1%
	ENGINEERING PAVEMENT MANAGEMENT SOFTWARE	550	550	-	0.0%
	FRONTLINE POLICE TRAINING SOFTWARE - REGULATORY COMPLIANCE WITH STATE MANDATED TRACKING	1,500	1,500	-	0.0%
	JULIE LOCATES MANAGEMENT SOFTWARE INCLUDING MOBILE APP	4,600	6,000	1,400	30.4%
	MUNIS ANNUAL SUPPORT AND LICENSING	143,100	150,200	7,100	5.0%
	NETWORK DEFENSE SOFTWARE (3-YEAR SUBSCRIPTION EXPIRES 2023)	7,935	7,935	-	0.0%
	POLICE SOCIAL WORKER CASE MANAGEMENT SOFTWARE SUBSCRIPTION	1,100	1,100	-	0.0%
	STAFF USE REMOTE SUPPORT SOFTWARE SUBSCRIPTION	1,910	2,160	250	13.1%
	TARGET SOLUTIONS (TRAINING) FOR FIRE AND PUBLIC WORKS	5,420	5,420	-	0.0%
	TREEKEEPER 7 TREE INVENTORY AND MANAGEMENT SOFTWARE	1,750	1,750	-	0.0%
	VEHICLE MAINTENANCE REFERENCE SOFTWARE	2,285	2,300	15	0.7%
	WATER BILLING BULK MAILING SOFTWARE. AQUA MAILER DESKTOP.	1,785		(1,785)	#NULL!
	FIREHOUSE LICENSE PLUS FIRE MANAGER	9,000	13,975	4,975	55.3%
	PRTG NETWORK MONITORING SOFTWARE		375	375	
	INTERNET LOGGING AND REPORTING ANNUAL SOFTWARE SUPPORT AND UPDATE EXPENSE	4,750	4,750	-	0.0%
	CASHIERING SOFTWARE UPGRADE (CIP PROJECT) (*RD*)		33,500	33,500	
	<b>Subtotal</b>	<b>214,585</b>	<b>270,515</b>	<b>55,930</b>	<b>26.1%</b>
421515	<b>PC SOFTWARE SUBSCRIPTION</b>				
	MICROSOFT LICENSING AGREEMENT FOR OFFICE 365 SUBSCRIPTIONS, TELEPHONE SYSTEM, SERVER, EMAIL, VIRTUALIZATION LICENSING, FOIA SEARCH AND DESKTOP PC OPERATING SYSTEMS	105,200	105,200	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	INFORMATION TECHNOLOGY
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
421515	<b>Subtotal</b>	105,200	105,200	-	0.0%
421520	<b>CONTRACTUAL INTERNET EXPENSE</b>				
	INTERNET EXPENSES FOR ENTIRE VILLAGE NETWORK.	19,960	19,960	-	0.0%
	WEBSITE HOSTING, SITE CERTIFICATE AND DOMAIN REGISTRATION ANNUAL EXPENSE.	2,800	2,800	-	0.0%
	<b>Subtotal</b>	22,760	22,760	-	0.0%
428020	<b>TELEPHONE SERVICE - CELLULAR</b>				
	CELL PHONE AND TABLET CHARGES	800	800	-	0.0%
	MOBILE DEVICE MANAGEMENT FEE	1,200	1,200	-	0.0%
	<b>Subtotal</b>	2,000	2,000	-	0.0%
428100	<b>COMPUTER COMMUNICATIONS EXP.</b>				
	LEASED DATA COMMUNICATION LINES.	45,390	45,390	-	0.0%
	<b>Subtotal</b>	45,390	45,390	-	0.0%
<b>CONTRACTUAL SERVICES Total</b>		452,435	495,615	43,180	9.5%
<b>COMMODITIES</b>					
430150	<b>SUPPLIES - COMPUTER PARTS</b>				
	MISCELLANEOUS COMPUTER PERIPHERALS	15,000	19,000	4,000	26.7%
	PHONE REPLACEMENT	2,600	2,600	-	0.0%
	<b>Subtotal</b>	17,600	21,600	4,000	22.7%
430160	<b>SUPPLIES - COMPUTER SOFTWARE</b>				
	MISCELLANEOUS UNPLANNED COMPUTER SOFTWARE PURCHASES	2,000	2,000	-	0.0%
	<b>Subtotal</b>	2,000	2,000	-	0.0%
430230	<b>SUPPLIES - OFFICE</b>				
	MISCELLANEOUS OFFICE SUPPLIES	500	500	-	0.0%
	<b>Subtotal</b>	500	500	-	0.0%
430270	<b>SUPPLIES - PRINTING</b>				
	COMPUTER TONER		4,700	4,700	
	<b>Subtotal</b>		4,700	4,700	
<b>COMMODITIES Total</b>		20,100	28,800	8,700	43.3%
<b>OTHER EXPENSE</b>					
440500	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	1,422	1,819	397	27.9%
	<b>Subtotal</b>	1,422	1,819	397	27.9%
441000	<b>INCIDENTALS</b>				
	POSTAGE, MILEAGE REIMBURSEMENTS, ETC.	200	200	-	0.0%
	<b>Subtotal</b>	200	200	-	0.0%
442000	<b>TRAINING</b>				
	ANNUAL TYLER CONNECT CONFERENCE FOR DIRECTOR PLUS 2 ADDITIONAL ATTENDEES.	3,200	3,200	-	0.0%
	<b>Subtotal</b>	3,200	3,200	-	0.0%
<b>OTHER EXPENSE Total</b>		4,822	5,219	397	8.2%
<b>CAPITAL OUTLAY</b>					
490100	<b>OFFICE FURN. &amp; EQUIP.-V.H.</b>				
	DESKTOP COMPUTER REPLACEMENT (20)	13,200	17,000	3,800	28.8%
	FIRE DEPARTMENT MOBILE DATA TERMINAL REPLACEMENT	6,000	6,000	-	0.0%
	LAPTOP COMPUTER AND TABLET REPLACEMENT	6,000	16,000	10,000	166.7%
	POLICE SQUAD CAR LAPTOPS (3), DOCKS AND PRINTERS	13,750	11,500	(2,250)	-16.4%
	POLICE DISPATCH CENTER TECHNOLOGY REPLACEMENTS/UPGRADES		6,500	6,500	
	TEAMS ROOM SYSTEMS		6,900	6,900	
	WIDE AREA NETWORK HARDWARE REPLACEMENTS	26,580	9,500	(17,080)	-64.3%
	<b>Subtotal</b>	65,530	73,400	7,870	12.0%
<b>CAPITAL OUTLAY Total</b>		65,530	73,400	7,870	12.0%
<b>Grand Total</b>		912,164	984,634	72,470	7.9%





**DATE:** August 13, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Peter Skiles, Director of Administrative Services

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11051210-430150
<b>Department</b>	Administrative Services
<b>Account Name</b>	Computer Parts

### **Background**

This account is used to cover the expense of computer peripherals such as desktop printers, monitors, keyboards, mice and scanners. Recently, the village has purchased and deployed smart phones and tablet devices to many field personnel and the purchase as well as ongoing replacement and repair of these devices is now included here as well.

### **Justification**

The increase of \$4,000 is based upon a review of recent expense patterns for the account. The majority of the additional expenses have arisen from the purchase and replacement of computer peripherals to support work from home employees.

### **Alternative**

We could continue to work with the current budget but may need to provide fewer resources to work from home employees and potentially delay department progress on staff use of mobile devices to complete work orders in the field.



**DATE:** August 13, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Peter Skiles, Director of Administrative Services

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11051210-421510
<b>Department</b>	Administrative Services
<b>Account Name</b>	Contractual Software Support

### **Background**

This account is used to cover annual support expense for the majority of software packages used throughout the village.

### **Justification**

The increase of \$22,430 is due to increased costs for Tyler MUNIS annual support and licensing (\$7,100), Adobe Creative Suite software subscriptions such as Adobe Acrobat Pro, PhotoShop, Illustrator, etc. for 34 employees (\$5,095), Firehouse software (\$1,475) plus the addition of new shift management software (\$3,500) and Mimecast email archive and security suite (\$2,500). These increases are offset slightly (-\$1,785) by the elimination of utility billing bulk mail sorting software, which is no longer needed due to the outsourcing of this function.

### **Alternative**

We have little option for avoiding the MUNIS increase which is typical for enterprise financial systems unless we are willing to consider transitioning to a new ERP system, likely at a cost of several hundred thousand dollars.

We could explore PDF editing alternatives to Adobe Acrobat, but it is unclear if it would result in significant savings and this would be disruptive to the Village's FOIA officers who have a comfort level with the current software.

The Fire Department shift management software is new and the expense could be avoided by directing the Fire Department to continue with their paper-based shift scheduling process that they've been using for decades. On the plus side, this software is among the cheapest of the offerings in the market and it advertises the capability to create export files that meet the criteria of enterprise payroll systems such as MUNIS.

The Mimecast cost increase is unavoidable as it is the base level of service they offer. We would need to explore alternative solutions and this will take significant time and effort. Furthermore, the software is effective and simple to use. I strongly recommend we stick with it despite the increase.



**DATE:** August 13, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Peter Skiles, Director of Administrative Services

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11051210-490100-50200
<b>Department</b>	Administrative Services
<b>Account Name</b>	Microcomputer Equipment

### **Background**

This account is used to cover annual expense of desktop and laptop computer replacements village-wide.

### **Justification**

Increase requested is \$10,120

- Desktop computers(+ \$3,800). Recommended computer replacement cycle for administrative employees is 5 years, with some computers repurposed to lesser utilized locations to extend service life. Unit price for desktop computers has increased based upon recent purchases, so while the number of computers recommended for replacement remains the same at 20, the cost has gone up.
- Transition more employees to laptop computers for work from home support (+\$10,000). In 2022 5 employees are projected to be converted to a laptop computer setup to better support them in the field or in a work from home environment. These setups cost more than a typical desktop computer arrangement. The mobile computer specification with accessories such as docks for senior administrative personnel is projected at \$2,000 each.
- Police Dispatch center console upgrades to support E-911 (+\$6,500). Existing displays are 7 years old and near end of life. Additionally, with the addition of new systems such as Rave (Smart 911) and RapidSOS (cell phone caller location information), the number of displays per call taker station has increased, with each position requiring 4 different keyboards/mice to access the various

system. The proposed additional spending will facilitate consolidating the keyboards/mice to a single set by way of a KVM system. An additional TV display is also proposed for the station camera system, which is current located on a single 27" display behind the call takers, which makes real time monitoring of the station, jail cells, very difficult for staff.

- New Teams Room equipment for Meeting Room Conference Room and Village Yard Training Room (+\$6,900). These Teams enabled rooms allow for in person and remote attendance of staff meetings, training events, etc.
- Reduction in Wide Area Network hardware replacements (-\$17,080)

### **Alternative**

Teams room equipment is a new proposal and the cost can be avoided by deferring this program.

Fewer computers could be purchased, which will impact end user experience and productivity.



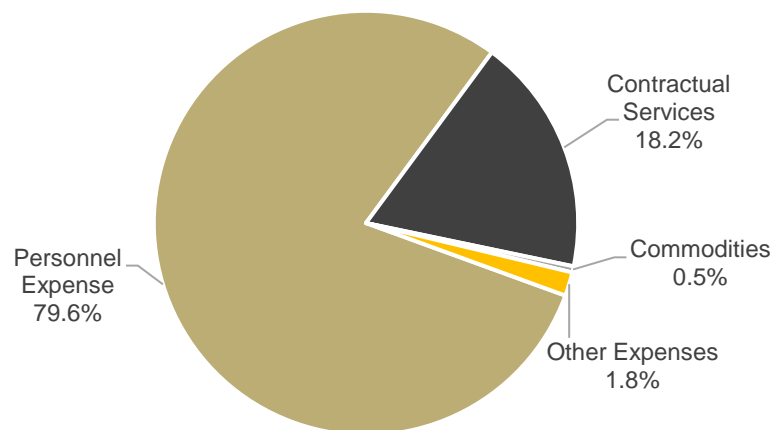
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Law	310,020	314,961	308,450	335,311	318,481	10,031
<b>TOTAL BUDGET</b>	<b>310,020</b>	<b>314,961</b>	<b>308,450</b>	<b>335,311</b>	<b>318,481</b>	<b>10,031</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense	211,696	232,944	243,350	246,551	253,381	10,031
Contractual Services	93,754	81,879	57,840	84,454	57,840	-
Commodities	1,743	29	1,500	649	1,500	-
Other Expenses	2,828	109	5,760	3,657	5,760	-
<b>TOTAL BUDGET</b>	<b>310,020</b>	<b>314,961</b>	<b>308,450</b>	<b>335,311</b>	<b>318,481</b>	<b>10,031</b>



## BUDGET ANALYSIS

### Law

No significant budgetary changes in 2022



## 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.

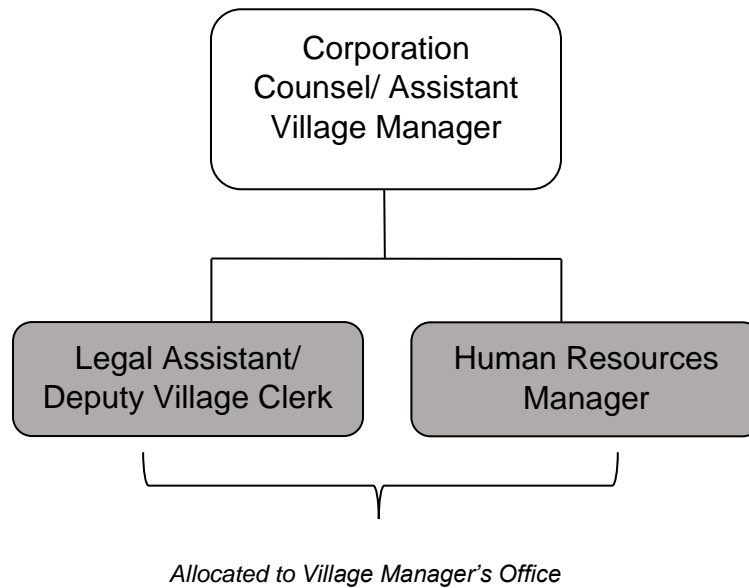


## PERSONNEL

The Law Department has a total of 1.0 FTE. In 2022 there were no staffing updates.

	2018	2019	2020	2021	2022
Law	1.00	1.00	1.00	1.00	1.00
<b>TOTAL FTE's</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

## ORGANIZATIONAL CHART







## OBJECTIVES AND ACCOMPLISHMENTS

### ***Looking Forward: 2022 Objectives***

- Continue to provide direct legal support to all members of the Village
- Provide various training programs to Village staff
- Review, revise, and update the Village's Personnel Manual
- Continue to create and implement a comprehensive and consolidated fee schedule
- Consolidate departmental policies into a comprehensive Village policy handbook
- Participate in Police Union Negotiations
- Continue to implement and execute designated HR functions
- Continue to provide the necessary legal support to implement Village policy and operations in response to the declared COVID-19 pandemic

### ***Reviewing the Year: 2021 Accomplishments***

- Continued 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.*
- COVID-19 Response  
*The Law Department drafted and amended all Local Disaster and Public Health Emergency Declarations throughout the COVID-19 pandemic. The Law Department also provided guidance and counsel regarding COVID-19 matters, such as Village mask policies, vaccination policies and testing requirements. The Law Department authored and implemented several regulations and policies pertaining to outdoor dining and seating for Village businesses and restaurants.*
- Continued to exercise designated HR functions  
*Since absorbing several HR functions when the roles of Corporation Counsel and Assistant Village Manager merged in 2020, the Law Department has provided essential training to Village Staff, implemented hiring policies to promote and advance Diversity, Equity, and Inclusion, and supported the hiring, dismissal, and onboarding procedures of Village employees.*
- Provided legal support and counsel for the Village's proposed Cannabis policy  
*The Law Department provided legal support to Village Staff when researching and exploring various potential ordinances and regulations regarding the Village's proposed Cannabis policy. The Law Department provided counsel to ensure the proposed policy was compliant with Illinois state law and Village zoning regulations.*



- Participated in Union Negotiations, Mediation, and Arbitration  
*The Law Department participated in the negotiations for a new collective bargaining agreement with the Fire Union. Additionally, the Law Department monitored and limited associated fees spent by the Village.*
- Began creating a comprehensive and consolidated fee schedule  
*The Law Department started the process of creating a comprehensive and consolidated fee schedule. The Law Department began collecting and compiling all Village fees with the goal of finalizing and implementing a simple, understandable, and extensive guide to all Village fees.*

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Fund	GENERAL FUND
Department	LAW
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	181,245	197,143	206,677	206,624	214,997	8,320	4.03%
415000	EMPLOYEE BENEFITS	30,450	35,801	36,673	39,927	38,384	1,711	4.67%
<b>PERSONNEL EXPENSE Total</b>		<b>211,696</b>	<b>232,944</b>	<b>243,350</b>	<b>246,551</b>	<b>253,381</b>	<b>10,031</b>	<b>4.12%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	2,159	2,705	1,815	2,001	1,815	-	0.00%
420300	CODE REVISION SERVICE	9,385	2,923	10,000	6,450	10,000	-	0.00%
420320	SPECIAL ATTORNEY FEES	81,274	75,435	45,000	75,000	45,000	-	0.00%
420340	ON-LINE LEGAL RESEARCH SERVICE	936	816	1,025	1,003	1,025	-	0.00%
420350	CONTR. CORPORATION COUNSEL	-	-	-	-	-	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>93,754</b>	<b>81,879</b>	<b>57,840</b>	<b>84,454</b>	<b>57,840</b>	<b>-</b>	<b>0.00%</b>
<b>COMMODITIES</b>								
430220	SUPPLIES - LEGAL	1,743	29	1,500	649	1,500	-	0.00%
<b>COMMODITIES Total</b>		<b>1,743</b>	<b>29</b>	<b>1,500</b>	<b>649</b>	<b>1,500</b>	<b>-</b>	<b>0.00%</b>
<b>OTHER EXPENSE</b>								
441000	INCIDENTALS	171	118	150	301	150	-	0.00%
442000	TRAINING	2,557	(9)	4,610	2,395	4,610	-	0.00%
444000	EXPENSE OF LITIGATION	100	-	1,000	961	1,000	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>2,828</b>	<b>109</b>	<b>5,760</b>	<b>3,657</b>	<b>5,760</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>310,020</b>	<b>314,961</b>	<b>308,450</b>	<b>335,311</b>	<b>318,481</b>	<b>10,031</b>	<b>3.25%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	LAW
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	206,677	214,997	8,320	4.0%
	<b>Subtotal</b>	<b>206,677</b>	<b>214,997</b>	<b>8,320</b>	<b>4.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	36,673	38,384	1,711	4.7%
	<b>Subtotal</b>	<b>36,673</b>	<b>38,384</b>	<b>1,711</b>	<b>4.7%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>243,350</b>	<b>253,381</b>	<b>10,031</b>	<b>4.1%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	MEMBERSHIPS				
	CHICAGO BAR ASSOCIATION	170	170	-	0.0%
	ILLINOIS STATE BAR ASSOCIATION	435	435	-	0.0%
	INTERNATIONAL MUNICIPAL LAWYERS ASSOCIATION (IMLA)	625	625	-	0.0%
	ATTY. REG. & DISCIPLINARY COMM. (ARDC) (1)	385	385	-	0.0%
	ILLINOIS INST. FOR LOCAL GOVERNMENT LAW (1)	200	200	-	0.0%
	<b>Subtotal</b>	<b>1,815</b>	<b>1,815</b>	<b>-</b>	<b>0.0%</b>
420300	CODE REVISION SERVICE				
	CODE REVISION SERVICE	10,000	10,000	-	0.0%
	<b>Subtotal</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0.0%</b>
420320	SPECIAL ATTORNEY FEES				
	ADMINISTRATIVE ADJUDICATION COSTS (HEARING JUDGE)	6,000	6,000	-	0.0%
	CONTRACTUAL VILLAGE PROSECUTOR	9,000	9,000	-	0.0%
	OUTSIDE LEGAL COUNSEL TO REPRESENT/ADVISE THE VILLAGE	30,000	30,000	-	0.0%
	<b>Subtotal</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>	<b>0.0%</b>
420340	ON-LINE LEGAL RESEARCH SERVICE				
	COVERS THE COSTS OF ON-LINE AND INFORMATION RESEARCH, PURCHASED THROUGH WEST GROUP (LEXIS)	1,025	1,025	-	0.0%
	<b>Subtotal</b>	<b>1,025</b>	<b>1,025</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>57,840</b>	<b>57,840</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES</b>					
430220	SUPPLIES - LEGAL				
	MAINTENANCE OF LAW LIBRARY MATERIALS AND OFFICE SUPPLIES	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE</b>					
441000	INCIDENTALS				
	PARKING COSTS, DOCUMENT MAILINGS, MEETINGS, FILING FEES, AND MILEAGE ALLOWANCE	150	150	-	0.0%
	<b>Subtotal</b>	<b>150</b>	<b>150</b>	<b>-</b>	<b>0.0%</b>
442000	TRAINING				
	ANNUAL MUNICIPAL LAW CONFERENCE	4,000	4,000	-	0.0%
	ILLINOIS LOCAL GOVERNMENT LAWYERS ASSOCIATION SEMINARS (3)	300	300	-	0.0%
	ILLINOIS MUNICIPAL LEAGUE ANNUAL CONFERENCE; ATTORNEY'S SESSION	310	310	-	0.0%
	<b>Subtotal</b>	<b>4,610</b>	<b>4,610</b>	<b>-</b>	<b>0.0%</b>
444000	EXPENSE OF LITIGATION				
	COURT COSTS	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>5,760</b>	<b>5,760</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>308,450</b>	<b>318,481</b>	<b>10,031</b>	<b>3.3%</b>



# General Liability & Insurance

## PROGRAM SUMMARY

### ***General Liability and Insurance***

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 SUMMARY

### **Expense by Program**

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
General Liability	270,110	20,868	30,000	31,560	190,800	160,800
<b>TOTAL BUDGET</b>	<b>270,110</b>	<b>20,868</b>	<b>30,000</b>	<b>31,560</b>	<b>190,800</b>	<b>160,800</b>

### **Expense by Category**

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Other Expenses	270,110	20,868	30,000	31,560	190,800	160,800
<b>TOTAL BUDGET</b>	<b>270,110</b>	<b>20,868</b>	<b>30,000</b>	<b>31,560</b>	<b>190,800</b>	<b>160,800</b>

## BUDGET ANALYSIS

The estimated gross premium for IRMA in 2022 is \$989,000 with a reduction of \$200,000 based upon the Village's experience. The IRMA contribution is split between four programs: Vehicle Maintenance, Worker's Compensation, the Water Fund and this program. 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)

Over the past several years, the Village's overall contribution has been subsidized through IRMA excess member reserves. 2022 includes a partial restoration of funding requirements while using excess reserves to pay the balance of the insurance expense.

# General Liability & Insurance



## PERFORMANCE MEASURES

	Goal	2020 Year End	2021				2021 Year End Projections
			Q1	Q2	Q3	Q4	
<u>IRMA Claims</u>							
<i>Submit within 24 hours of receipt</i>	95%	100%					
<i>Number of IRMA claims</i>		40	5	9	14	15	<b>43</b>
<i>Number submitted within 24 hours</i>		40	5	8	14	15	<b>42</b>

## ACTIVITY MEASURES

	2018	2019	2020	2021
<b>Risk Management</b>				
General Liability Claims	9	8	10	12
Property Claims	28	26	9	12
Workers Compensation Claims	10	10	13	12
Auto Liability	8	10	4	3
Auto Physical Damage	1	2	6	4

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Account Type	EXPENSE
Fund	(All)
Department	INSURANCE
Program	GENERAL LIABILITY / PROPERTY I

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
OTHER EXPENSE								
450110	PROPERTY/LIABILITY INSUR. PREM	238,790	1,559	-	1,560	160,800	160,800	0.00%
450130	PROPERTY/LIABILITY DEDUCTIBLES	31,320	19,309	30,000	30,000	30,000	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>270,110</b>	<b>20,868</b>	<b>30,000</b>	<b>31,560</b>	<b>190,800</b>	<b>160,800</b>	<b>536.00%</b>
<b>Grand Total</b>		<b>270,110</b>	<b>20,868</b>	<b>30,000</b>	<b>31,560</b>	<b>190,800</b>	<b>160,800</b>	<b>536.00%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	INSURANCE
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>OTHER EXPENSE</b>					
450110	<b>PROPERTY/LIABILITY INSUR. PREM</b>				
	PORTION OF THE VILLAGE'S GENERAL LIABILITY EXPENSE		160,800	160,800	
	<b>Subtotal</b>		<b>160,800</b>	<b>160,800</b>	
450130	<b>PROPERTY/LIABILITY DEDUCTIBLES</b>				
	LIABILITY CLAIMS AGAINST THE VILLAGE UNDER THE DEDUCTIBLE COMPONENT OF THE IRMA PROGRAM	30,000	30,000	-	0.0%
	<b>Subtotal</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>30,000</b>	<b>190,800</b>	<b>160,800</b>	<b>536.0%</b>
<b>Grand Total</b>		<b>30,000</b>	<b>190,800</b>	<b>160,800</b>	<b>536.0%</b>



# Fire Department



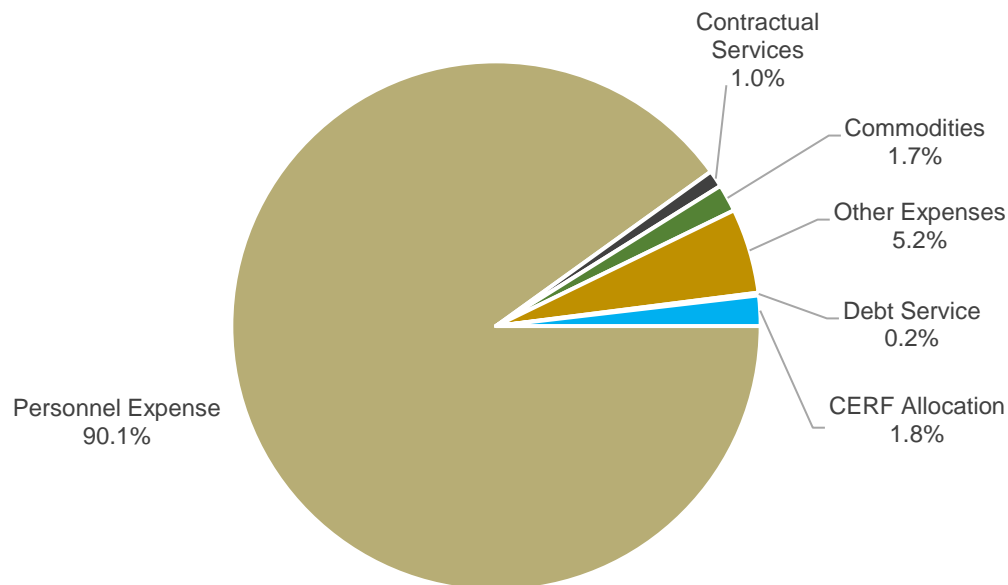
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Fire Operations	9,672,158	9,826,924	7,454,874	7,362,285	7,455,275	401
<b>TOTAL BUDGET</b>	<b>9,672,158</b>	<b>9,826,924</b>	<b>7,454,874</b>	<b>7,362,285</b>	<b>7,455,275</b>	<b>401</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense	6,300,019	6,516,891	6,715,218	6,765,380	6,715,699	481
Contractual Services	62,947	52,275	81,598	87,381	77,280	(4,318)
Commodities	103,104	84,400	105,902	131,028	125,415	19,513
Other Expenses	3,153,599	3,160,369	401,846	365,996	386,571	(15,275)
Debt Service	12,500	12,500	12,500	12,500	12,500	-
CERF Allocation	-	-	137,810	-	137,810	-
Capital Outlay	39,990	489	-	-	-	-
<b>TOTAL BUDGET</b>	<b>9,672,158</b>	<b>9,826,924</b>	<b>7,454,874</b>	<b>7,362,285</b>	<b>7,455,275</b>	<b>401</b>





## BUDGET ANALYSIS

### Fire Operations

#### *Emergency Medical Equipment Maintenance*

Increase of \$7,350 for maintenance agreement for the Village's three power cots and power loading systems. The service agreement covers one annual preventative maintenance (PM) inspection and any unscheduled service due to failed components.

#### *Supplies*

The increase includes (\$5,000) in this account for the 2022 budget year is due to the addition of the Village's small unmanned aerial systems (drone) program. The increase also includes significant equipment replacement expense for the dive team and the water/surface ice rescue response (\$7,600). The technical rescue team (\$3,550) will be adding two additional team members to replace members.

#### *Training*

The increase of \$3,450 supports the department's 5-year and 10-year training plans for line personnel. Personnel changes on the Fire Department's specialized teams resulted in a need to increase funding for the technical rescue and water rescue teams. Additional, there is training for advanced incident command training for all officers including the Chief, Deputy Chief, and Battalion Chief.

# 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

The Wilmette Fire Department operates out of two fire stations strategically located in the Village of Wilmette. Station 26 is located at 1304 Lake Avenue, just east of Green Bay Road. Station 27 is located at the southwest corner of Illinois Road and Lake Avenue. The Fire Department staffs 42 sworn firefighter/paramedics, one sworn deputy fire chief, and one sworn fire chief. The Fire Department also employs a part-time civilian fire inspector and one administrative assistant. The Fire Department operational staff provides the following programs:

- Fire Suppression
- Fire Prevention
- Fire and Life Safety Education
- Emergency Medical Services (EMS)
- Specialized Rescue
- Community Risk Reduction

COVID-19 had a significant impact on the delivery of several fire department programs in 2020 and 2021. However, the Fire Department continued to provide fire prevention, fire and life safety education, and community outreach programs with accommodations made for safety and health. Although some programs have been limited, the Fire Department continues to provide educational programs in Wilmette schools, at block parties, and at other Village events. The Fire Prevention and Education team is looking to expand their 2022 programs to include fire extinguisher training for Village employees and residents. Other existing fire department programs include citizen CPR, home safety surveys, infant and child safety seat installation, smoke and CO alarm installation, and the File of Life program.



# Fire Department

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The Fire Department continues to expand its outreach into the community through numerous community events including blood pressure screenings, quarterly blood drives, food drives, and an annual Open House. The Fire Department will continue to improve its community outreach in 2022 by increasing its social media presence.

# Fire Department



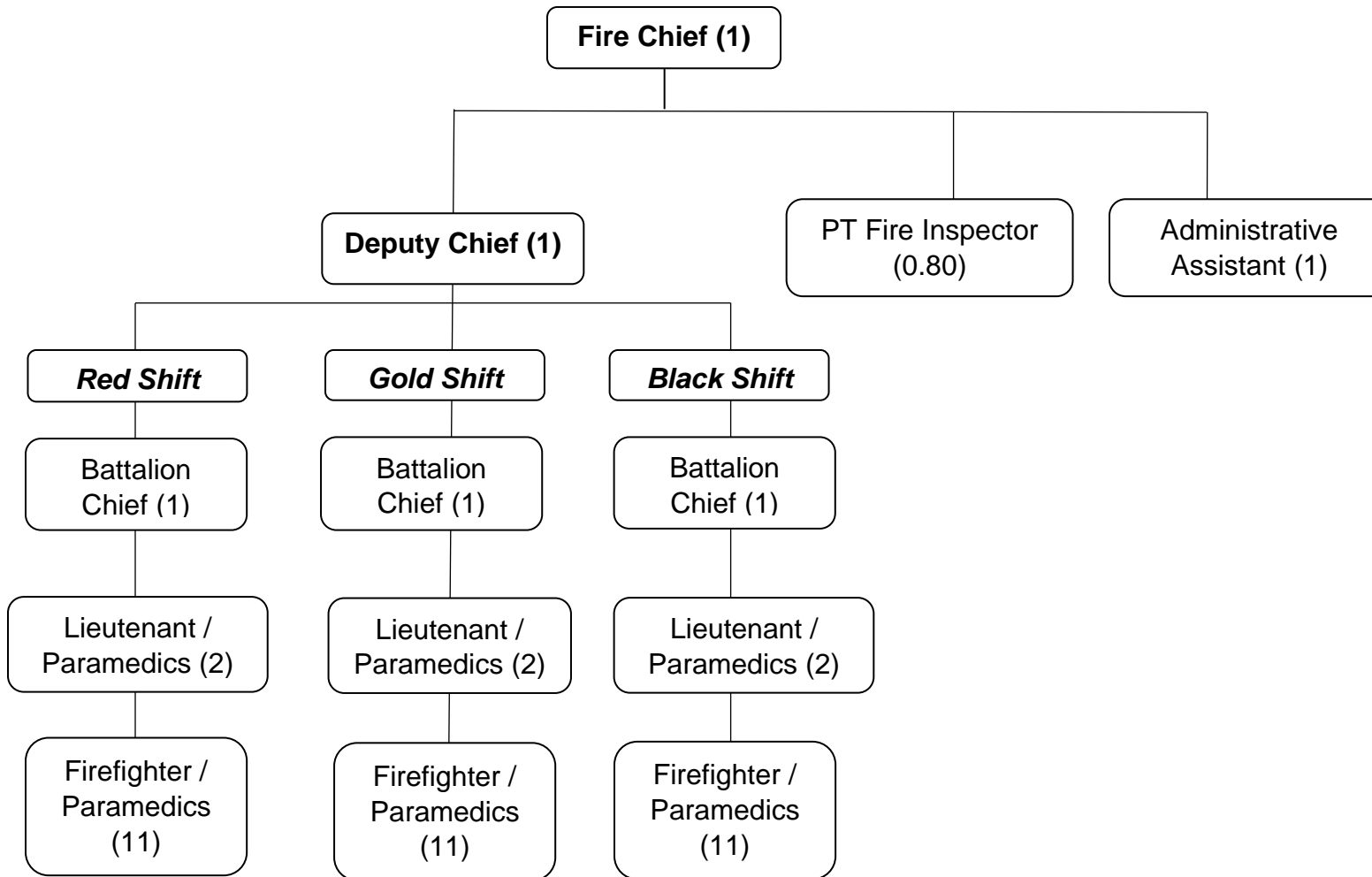
## PERSONNEL

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 to the chief position in 2016 and the 2<sup>nd</sup> Deputy Chief position in 2017, a part-time inspector was hired to maintain appropriate levels of service for inspections and in-house plan reviews. Daily staffing includes a minimum 1 Battalion Chief, 2 Lieutenants, and 11 Firefighter/Paramedics. The minimum daily staffing level is 11. Of the 44 current sworn members, 43 are certified paramedics.

The Fire Department has a total of 45.80 FTE's. There is a total of 44 sworn personnel. There are two PT employees, a fire department administrative assistant and a fire inspector.

	2018	2019	2020	2021	2022
Sworn Personnel	44	44	44	44	44
Non-Sworn Personnel	1.00	1.90	1.90	1.80	1.80
<b>TOTAL FTE's</b>	<b>45.00</b>	<b>45.90</b>	<b>45.90</b>	<b>45.80</b>	<b>45.80</b>

# Fire Department



# Fire Department



## PERFORMANCE MEASURES

	Goal	2020 Year End	2021				2021 Year End
			Q1	Q2	Q3	Q4	
<u>Emergency Calls -Response Time</u>							
% of calls responded to in less than 6 min 33 sec	90%	97%	97%	97%			
Total # of emergency calls:		2,055	514	588			
# of calls responded to in less than 6 min 33 sec		2,002	500	572			
<u>Emergency Calls -Turnout Time</u>							
% of calls with turnout time less than 1 min 37 sec	90%	84%	86%	86%			
Total # of emergency calls:		2,055	514	588			
# of calls with turnout time less than 1 min 37 sec		1,732	441	505			
<u>Initial Fire Plan Reviews</u>							
Initial fire plan reviews complete in 10 bus. days	95%	81%	86%	87%			

-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

	2018	2019	2020	2021
<b>Incidents</b>				
Fires in Structures	27	16	21	12
Vehicle Fires	7	4	5	3
Other Fires (brush, garbage, etc.)	7	5	17	19
Pressure Ruptures, Explosions, Overheat	3	5	3	5
Rescues/EMS Incidents	1,671	1,745	1,504	1,729
Hazardous Condition Responses	165	145	127	169
Service Calls	553	543	410	417
Good Intent Calls	109	111	91	103
Severe Weather or Disaster Calls	1	1	1	2
Fire Alarms, Other False Calls, Other Unspecified	450	434	434	480
Mutual / Automatic Aid <b>Given</b> Incidents	337	343	275	387
Mutual / Automatic Aid <b>Received</b> Incidents	94	91	92	96
<b>Total Incident / Fire Calls</b>	<b>3,330</b>	<b>3,352</b>	<b>2,989</b>	<b>3,457</b>
<b>Simultaneous Calls</b>	<b>510</b>	<b>497</b>	<b>454</b>	<b>682</b>
<b>Total Emergency Vehicle Responses (per unit)</b>	<b>6,543</b>	<b>6,685</b>	<b>6,394</b>	<b>6,851</b>
90 <sup>th</sup> Pct. <b>Response Time</b> (Emergency calls only)	06:35	06:32	06:34	06:13
90 <sup>th</sup> Pct. <b>Turnout Time</b> (Emergency calls only)	01:34	01:39	01:48	01:44
	2018	2019	2020	2021
<b>EMS Care Breakdown</b>				
Cardiac	105	108	109	131
Motor Vehicle Accident	148	136	98	94
Overdose	44	32	22	19
Invalid Assist	366	346	269	254
Trouble Breathing	88	77	80	61
Other Trauma	364	396	341	365
Other Medical	812	1,006	920	1,027
False Alarm	51	48	50	44
<b>Total EMS Care<sup>1</sup></b>	<b>1,978</b>	<b>2,149</b>	<b>1,889</b>	<b>1,995</b>
<b>EMS Transports</b>	<b>1,354</b>	<b>1,405</b>	<b>1,209</b>	<b>1,428</b>

Footnotes:

<sup>1</sup> Total EMS Care is not limited to EMS incidents only; as a result, EMS Incidents and Total EMS Care are not equal





## OBJECTIVES AND ACCOMPLISHMENTS

### ***Looking Forward: 2022 Objectives***

- Create a Diversity, Equity, and Inclusion (DEI) committee to improve and increase the number of diverse applicants for new firefighter/paramedic candidate positions.
- Transition from a paper-based shift scheduling process to an electronic, cloud-driven process. This initiative will also improve other department functions including emergency callback paging, information dissemination, and payroll time entry processes.
- Develop a comprehensive strategic plan based on community expectations, internal priorities, and industry trends relevant to the Village and region.
- Expand the use of social media to enhance communication related to the Fire Department's life safety education message and community outreach programs.
- Complete a review of all internal guiding documents including standard operating guidelines, general orders/directives, and policies.
- Complete an all-hazards response plan for Lake Michigan, the Wilmette Harbor, and the lakefront areas.

### ***Reviewing the Year: 2021 Accomplishments***

- Complete all required documentation for a 5<sup>th</sup> re-accreditation through the Center for Public Safety Excellence.  
*The Fire Department continued to work towards achieving its 5<sup>th</sup> re-accreditation. With the retirement of the Fire Chief, selection of a new Fire Chief, and the continuing COVID-19 pandemic, the accreditation process was deferred. The decision to accept a deferment will allow for a thorough evaluation of the current accreditation documents, current processes, and alignment with the new administration's strategic plan.*
- Complete a 5-year strategic plan for the Fire Department.  
*One of the most important processes for the Fire Department is the development of its strategic plan. During the end of 2020, internal and external stakeholders participated in focus groups to aid in a new community-driven strategic plan. The change in department leadership at the beginning of 2021 required delaying finalization of the new plan until the new Fire Chief was seated and could evaluate the department's current and future needs.*



# Fire Department

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- Expand use of Vector Solutions online training platform.  
*Implemented in January 2020 at the beginning of the COVID-19 pandemic, the Vector Solutions online learning management system has been a valuable tool for continuity of training at times when group training sessions were not possible due to restrictions from COVID-19. The Fire Department has expanded their use of the system to an enterprise level by delivering and receiving consistent training from our external partners such as the Saint Francis EMS System and the MABAS Division 3 North Region Training Group.*
- Implement new employee review process for probationary firefighters.  
*This initiative is in-progress with an anticipated completion by the end of 2022. The goal of this process is to develop a functional new employee review process that ties into the current new employee training program.*
- Implement a fully NFPA compliant structural firefighter gear advanced cleaning, inspection, and repair program.  
*An improved structural firefighting gear inspection and cleaning program was developed to ensure that all department member personal protective equipment meets current NFPA standards. Through an industry-leading contractor, all firefighting turnout gear is professionally cleaned, inspected, and repaired (if necessary) at least once annually. This accomplishment supports the Wilmette Fire Department's firefighter cancer prevention and reduction initiative.*
- Upgrade mobile radios to provide better street level coverage and meet proposed digital standards set forth by RED Center.  
*A regional Assistance to Firefighters (AFG) grant in 2017 provided financial assistance in replacing a large number of the department's portable two-way radios. The grant-funded purchase provided firefighters with an advanced personnel accountability system along with improved communications. The Regional Emergency Dispatch (RED) Center will have replaced their radio communications network by 1<sup>st</sup> quarter 2022. The new network is a digital system and requires the member agencies to upgrade all radio hardware to a newer, more secure technology. All of the front-line, standby, and support apparatus will have their radio hardware upgrades completed by the implementation period of the new system.*

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	(All)
Department	FIRE
Program	FIRE

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	4,804,864	5,006,155	5,242,737	5,248,923	5,274,620	31,883	0.61%
410200	OVERTIME WAGES	414,266	386,768	312,750	353,235	312,750	-	0.00%
410210	OVERTIME WAGES - GRANT FUNDED	14,478	6,494	-	14,258	-	-	0.00%
410300	OFF-DUTY RESPONSE WAGES	9,429	9,239	10,000	10,000	10,000	-	0.00%
415000	EMPLOYEE BENEFITS	1,056,981	1,108,235	1,149,731	1,138,964	1,118,329	(31,402)	-2.73%
<b>PERSONNEL EXPENSE Total</b>		<b>6,300,019</b>	<b>6,516,891</b>	<b>6,715,218</b>	<b>6,765,380</b>	<b>6,715,699</b>	<b>481</b>	<b>0.01%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	2,930	2,660	3,720	3,533	3,065	(655)	-17.61%
420020	PROFESSIONAL SERVICES	5,500	-	-	-	-	-	0.00%
420040	LEASE / PURCHASE COPIER	3,713	4,469	5,000	5,000	5,000	-	0.00%
420210	MEDICAL EXAMS	18,332	16,868	19,680	18,806	20,400	720	3.66%
422400	MAINT.-EQUIPMENT	2,237	3,680	6,190	9,179	6,300	110	1.78%
422410	MAINT.-RADIOS	4,344	4,336	9,350	27,859	11,000	1,650	17.65%
422420	MAINT.-BREATHING EQUIPMENT	6,202	5,540	5,988	5,558	5,350	(638)	-10.65%
422430	MAINT.-EMERG. MEDICAL EQUIP.	635	735	790	790	8,210	7,420	939.24%
422440	MAINT.-SPECIAL RESCUE EQUIP.	11,511	5,388	7,080	5,478	8,655	1,575	22.25%
426000	RE-ACCREDITATION EXPENSE	1,250	1,270	17,400	3,000	2,900	(14,500)	-83.33%
428020	TELEPHONE SERVICE - CELLULAR	6,293	7,329	6,400	8,178	6,400	-	0.00%
428100	COMPUTER COMMUNICATIONS EXP.	-	-	-	-	-	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>62,947</b>	<b>52,275</b>	<b>81,598</b>	<b>87,381</b>	<b>77,280</b>	<b>(4,318)</b>	<b>-5.29%</b>
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	23,630	22,631	25,650	28,050	25,950	300	1.17%
430055	PROTECTIVE CLOTHING	30,776	24,965	35,449	31,442	36,370	921	2.60%
430175	SUPPLIES - FIRE HOSE	9,065	4,081	6,500	7,655	6,500	-	0.00%
430176	SUPPLIES - MEDICAL	17,659	25,787	18,803	14,644	19,045	242	1.29%
430177	SUPPLIES - EMERGENCY EQUIP.	1,242	2,534	5,100	20,574	21,750	16,650	326.47%
430230	SUPPLIES - OFFICE	1,179	380	2,000	1,725	2,600	600	30.00%
430250	SUPPLIES - OTHER THAN OFFICE	15,862	3,848	8,400	23,400	8,700	300	3.57%
430440	MATERIALS - PUBLIC EDUCATION	3,691	174	4,000	3,538	4,500	500	12.50%
<b>COMMODITIES Total</b>		<b>103,104</b>	<b>84,400</b>	<b>105,902</b>	<b>131,028</b>	<b>125,415</b>	<b>19,513</b>	<b>18.43%</b>
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	286,990	267,970	333,466	313,240	314,741	(18,725)	-5.62%
441000	INCIDENTALS	707	455	1,000	660	1,000	-	0.00%
442000	TRAINING	30,225	19,654	54,000	38,901	57,450	3,450	6.39%
447050	N.I.P.S.T.A. CONTRIBUTION	7,304	7,304	7,305	7,304	7,305	-	0.00%
447060	M.A.B.A.S. CONTRIBUTION	5,373	5,382	5,500	5,000	5,500	-	0.00%
448005	PENSION GEN FUND TRANSFER	2,823,000	2,859,000	-	-	-	-	0.00%
448800	RENT - COMMONWEALTH EDISON	-	604	575	891	575	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>3,153,599</b>	<b>3,160,369</b>	<b>401,846</b>	<b>365,996</b>	<b>386,571</b>	<b>(15,275)</b>	<b>-3.80%</b>
<b>DEBT SERVICE EXPENSE</b>								

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	(All)
Department	FIRE
Program	FIRE

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
450045	FIRE TRUCK DEBT REPAYMENT	12,500	12,500	12,500	12,500	12,500	-	0.00%
<b>DEBT SERVICE EXPENSE Total</b>		<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>-</b>	<b>0.00%</b>
CAPITAL OUTLAY								
490600	OTHER EQUIP. - FIRE	39,990	489	-	-	-	-	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>39,990</b>	<b>489</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
CERF ALLOCATION								
448024	CAPITAL EQPT REPL FUND TRSR	-	-	137,810	-	137,810	-	0.00%
<b>CERF ALLOCATION Total</b>		<b>-</b>	<b>-</b>	<b>137,810</b>	<b>-</b>	<b>137,810</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>9,672,158</b>	<b>9,826,924</b>	<b>7,454,874</b>	<b>7,362,285</b>	<b>7,455,275</b>	<b>401</b>	<b>0.01%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	FIRE
Program	FIRE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	5,242,737	5,274,620	31,883	0.6%
	<b>Subtotal</b>	<b>5,242,737</b>	<b>5,274,620</b>	<b>31,883</b>	<b>0.6%</b>
410200	OVERTIME WAGES				
	OVERTIME	312,750	312,750	-	0.0%
	<b>Subtotal</b>	<b>312,750</b>	<b>312,750</b>	<b>-</b>	<b>0.0%</b>
410300	OFF-DUTY RESPONSE WAGES	10,000	10,000	-	0.0%
415000	EMPLOYEE BENEFITS				
	BENEFITS	1,149,731	1,118,329	(31,402)	-2.7%
	<b>Subtotal</b>	<b>1,149,731</b>	<b>1,118,329</b>	<b>(31,402)</b>	<b>-2.7%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>6,715,218</b>	<b>6,715,699</b>	<b>481</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	MEMBERSHIPS				
	ILLINOIS FIRE CHIEFS' ASSOCIATION (DEPARTMENT MEMBERSHIP)	450	550	100	22.2%
	ILLINOIS FIRE INVESTIGATORS STRIKE FORCE MEMBERSHIP	75	75	-	0.0%
	INTERNATIONAL ASSOCIATION OF FIRE CHIEFS (CHIEF AND DEPUTY)	420	430	10	2.4%
	ST. FRANCIS EMS SYSTEM MEMBERSHIP	1,450	1,450	-	0.0%
	METROPOLITAN FIRE CHIEFS ASSOCIATION DUES (CHIEF AND DEPUTY CHIEF)	80	80	-	0.0%
	ILLINOIS FIRE SERVICE ADMINISTRATIVE PROFESSIONALS (IFSAP)	55	55	-	0.0%
	GREAT LAKES FIRE ACCREDITATION MANAGERS CONSORTIUM ANNUAL DUES	300	100	(200)	-66.7%
	NATIONAL FIRE PROTECTION ASSOCIATION (CHIEF)	795	175	(620)	-78.0%
	ILLINOIS FIRE INSPECTORS ASSOCIATION (INSPECTOR)	95	100	5	5.3%
	NORTHERN ILLINOIS FIRE INSPECTOR ASSOCIATION (INSPECTOR)		50	50	
	<b>Subtotal</b>	<b>3,720</b>	<b>3,065</b>	<b>(655)</b>	<b>-17.6%</b>
420040	LEASE / PURCHASE COPIER				
	COPY MACHINE LEASE	5,000	5,000	-	0.0%
	<b>Subtotal</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0.0%</b>
420210	MEDICAL EXAMS				
	ANNUAL MEDICAL EXAMS: FULL STRESS AND NON-STRESS (OSHA REQUIRED)- 44 PERSONNEL	17,480	18,000	520	3.0%
	FITNESS FOR DUTY EXAMINATIONS, NEW HIRE PHYSICAL, AND CONSULTATIONS	2,200	2,400	200	9.1%
	<b>Subtotal</b>	<b>19,680</b>	<b>20,400</b>	<b>720</b>	<b>3.7%</b>
422400	MAINT.-EQUIPMENT				
	ANNUAL MAINTENANCE OF APPARATUS FIRE EXTINGUISHERS PER NFPA AND IRMA	500	600	100	20.0%
	EQUIPMENT REPAIRS	500	500	-	0.0%
	FAMILY SAFETY HOUSE MAINTENANCE	300	300	-	0.0%
	HURST TOOL TESTING AND MAINTENANCE (VEHICLE EXTRICATION TOOLS) 12 TOOLS, 3 POWER HEADS	2,000	2,000	-	0.0%
	FITNESS EQUIPMENT AND MAINTENANCE	990	1,000	10	1.0%
	AERIAL AND GROUND LADDER TESTING (550 FEET OF LADDER) PER OSHA AND NFPA	1,900	1,900	-	0.0%
	<b>Subtotal</b>	<b>6,190</b>	<b>6,300</b>	<b>110</b>	<b>1.8%</b>
422410	MAINT.-RADIOS				
	RADIO MAINTENANCE AND REPAIRS (35 PORTABLE TWO-WAY RADIOS, 13 MOBILE RADIOS)	750	1,500	750	100.0%
	ACCESSORIES, SUPPLIES, AND REPLACEMENT PARTS FOR PORTABLE AND MOBILE RADIOS	800	1,000	200	25.0%
	REPLACEMENT OF PORTABLE RADIOS FOR OPERATION ON RED CENTER UPDATED NETWORK - FD201, FD206	7,800	8,500	700	9.0%
	<b>Subtotal</b>	<b>9,350</b>	<b>11,000</b>	<b>1,650</b>	<b>17.6%</b>
422420	MAINT.-BREATHING EQUIPMENT				
	METER CALIBRATION: INCLUDING CALIBRATING GAS, QUAD METER SENSOR REPLACEMENT	1,500		(1,500)	#NULL!
	SELF CONTAINED BREATHING APPARATUS- COMPRESSOR MAINTENANCE & QUARTERLY AIR CHECKS REQUIRED BY OSHA	1,800	1,950	150	8.3%
	ANNUAL SELF CONTAINED BREATHING APPARATUS AIR PACK FLOW TEST, MASK, AND INSPECTION REQUIRED BY OSHA AND NFPA	2,560	3,400	840	32.8%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	FIRE
Program	FIRE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
422420	SCBA BOTTLE CERTIFICATION - 64 SCBA BOTTLES NEED HYDROSTATIC TESTING PER OSHA, DOT, AND NFPA (EVERY 5 YEARS)	128		(128)	#NULL!
	<b>Subtotal</b>	<b>5,988</b>	<b>5,350</b>	<b>(638)</b>	<b>-10.7%</b>
422430	<b>MAINT.-EMERG. MEDICAL EQUIP.</b>				
	ANNUAL SERVICE AND TESTING OF 3 DEFIBRILLATORS AND 10 AUTOMATIC EXTERNAL DEFIBRILLATORS AT FD, VH, PW, AND WP	790	860	70	8.9%
	ANNUAL MAINTENANCE OF A THREE YEAR AGREEMENT WITH STRYKER FOR SERVICE CONTRACT FOR FOUR POWER COTS AND FOUR POWER LOADING SYSTEMS		7,350	7,350	
	<b>Subtotal</b>	<b>790</b>	<b>8,210</b>	<b>7,420</b>	<b>939.2%</b>
422440	<b>MAINT.-SPECIAL RESCUE EQUIP.</b>				
	MAINTENANCE AND REPLACEMENT OF DEFECTIVE OR WORN EQUIPMENT FOR TECHNICAL RESCUE	1,700	1,700	-	0.0%
	MAINTENANCE/REPLACEMENT AND ANNUAL TESTING OF DIVE EQUIPMENT PER OSHA.				
	MAINTENANCE/REPLACEMENT OF TRT AND HAZMAT EQUIPMENT	4,380	4,380	-	0.0%
	NOTE: **CHECK FOR 5 YEAR HYDRO STATUS ***				
	THERMAL IMAGING CAMERA MAINTENANCE (9)	500	500	-	0.0%
	CARBON MONOXIDE AND HAZARDOUS GAS MONITORING EQUIPMENT MAINTENANCE AND TESTING PER OSHA - METER CALIBRATION: INCLUDING CALIBRATING GAS, QUAD METER SENSOR REPLACEMENT	500	2,075	1,575	315.0%
	<b>Subtotal</b>	<b>7,080</b>	<b>8,655</b>	<b>1,575</b>	<b>22.2%</b>
426000	<b>RE-ACCREDITATION EXPENSE</b>				
	SITE VISIT: INCLUDING ALL EXPENSES INCURRED BY ACCREDITATION TEAM VISIT TO WILMETTE AND WILMETTE TEAM VISIT TO CONFERENCE	15,600		(15,600)	#NULL!
	QUALITY IMPROVEMENT WORKSHOP AND PEER ASSESSOR TRAINING PROGRAM TRAINING AND TRAVEL		2,000	2,000	
	NEW BOOKS FOR LATEST ACCRED. STANDARD EDITION		300	300	
	CPSE ANNUAL ACCREDITATION DUES AND REGISTRATION AGENCY FEE	1,800	600	(1,200)	-66.7%
	<b>Subtotal</b>	<b>17,400</b>	<b>2,900</b>	<b>(14,500)</b>	<b>-83.3%</b>
428020	<b>TELEPHONE SERVICE - CELLULAR</b>				
	CELL PHONE AND TABLET CHARGES	6,400	6,400	-	0.0%
	<b>Subtotal</b>	<b>6,400</b>	<b>6,400</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>81,598</b>	<b>77,280</b>	<b>(4,318)</b>	<b>-5.3%</b>
<b>COMMODITIES</b>					
430050	<b>UNIFORM EXPENSE</b>				
	CLASS "A" DRESS UNIFORMS FOR NEW EMPLOYEES (2) AND FIREFIGHTERS (2)	550	550	-	0.0%
	NEW RECRUIT UNIFORMS AND WORK CLOTHING (2)	2,500	2,500	-	0.0%
	NON-SWORN UNIFORM ALLOWANCE	500	250	(250)	-50.0%
	OVERSTOCK UNIFORMS	500	500	-	0.0%
	PROMOTIONS	1,800	1,800	-	0.0%
	PERSONNEL UNIFORMS FOR FIREFIGHTERS (33) (REQUIRED BY CBA )		14,850	14,850	
	UNIFORMS FOR FIRE OFFICERS (11)		5,500	5,500	
	PERSONNEL UNIFORMS FOR FIRE OFFICERS (11) AND FIREFIGHTERS (33)	19,800		(19,800)	#NULL!
	<b>Subtotal</b>	<b>25,650</b>	<b>25,950</b>	<b>300</b>	<b>1.2%</b>
430055	<b>PROTECTIVE CLOTHING</b>				
	ADVANCED CLEANING, INSPECTION, AND REPAIR OF 38 SETS OF FIREFIGHTING GEAR.	5,700	5,700	-	0.0%
	HELMET, ACCESSORIES, GLOVES, GOGGLES, HOODS, ETC.	3,780	3,900	120	3.2%
	NEW RECRUIT PROTECTIVE CLOTHING (2) GEAR INCLUDES ,HELMETS, BOOTS, GLOVES, HOOD, AND COAT/PANTS.	7,300	7,520	220	3.0%
	PROTECTIVE CLOTHING AND EQUIPMENT - REPLACED ON A 7 YEAR CYCLE- 7 SETS/YR. PROTECTIVE CLOTHING INCLUDES COAT, PANTS, BOOTS.	18,669	19,250	581	3.1%
	<b>Subtotal</b>	<b>35,449</b>	<b>36,370</b>	<b>921</b>	<b>2.6%</b>
430175	<b>SUPPLIES - FIRE HOSE</b>				
	REPLACEMENT OF WORN HOSE, HOSE APPLIANCES, TESTING EQUIPMENT, FIRE FOAM AND STORAGE EQUIPMENT	6,500	6,500	-	0.0%
	<b>Subtotal</b>	<b>6,500</b>	<b>6,500</b>	<b>-</b>	<b>0.0%</b>
430176	<b>SUPPLIES - MEDICAL</b>				
	MEDICAL OXYGEN FOR 3 ALS AMBULANCES,2 ALS PUMPER,2 ALS QUINTS AND FIRE STATION FILL STATION	1,750	1,835	85	4.9%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	FIRE
Program	FIRE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>430176</b>	<b>REPLACEMENT OF DAMAGED OR WORN O2 SENSORS FOR THE ZOLL MONITORS (ONE ANNUALLY)</b>	900	900	-	0.0%
	ZOLL BATTERY REPLACEMENT	1,485	1,485	-	0.0%
	AMBULANCE JUMP BAG REPLACEMENT	800	800	-	0.0%
	CPR EQUIPMENT FOR CPR PROGRAM	1,500	1,575	75	5.0%
	MEDICAL SUPPLIES FOR 3 ADVANCED LIFE SUPPORT (ALS) AMBULANCES, 3 ALS PUMPERS, 1 ALS QUINTS, 1 ALS RESCUE SQUAD, STAFF VEHICLES, AND MISC. INVENTORY MANDATED BY IDPH AND REGION X	10,368	10,850	482	4.6%
	AED BATTERY, CABLE AND OTHER MISC. MAINTENANCE/REPLACEMENT	2,000	1,600	(400)	-20.0%
	<b>Subtotal</b>	<b>18,803</b>	<b>19,045</b>	<b>242</b>	<b>1.3%</b>
<b>430177</b>	<b>SUPPLIES - EMERGENCY EQUIP.</b>				
	SUPPLIES FOR HAZARDOUS GAS MONITORING EQUIP. MAINTENANCE (IN HOUSE) 8 UNITS	750	750	-	0.0%
	SUPPLIES FOR HAZARDOUS MATERIALS, REPLACEMENT FOR DAMAGED OR OUTDATED EQUIPMENT	500	500	-	0.0%
	SUPPLIES FOR SCBA MAINTENANCE (IN HOUSE)	500	500	-	0.0%
		1,050	1,800	750	71.4%
	SUPPLIES FOR TECHNICAL RESCUE EQUIPMENT, REPLACEMENT FOR DAMAGED OR OUTDATED EQUIPMENT		500	500	
	VEHICLE SMALL TOOLS		3,000	3,000	
	DIVER RS 4 REGULATOR		2,800	2,800	
	TRT NEW MEMBER BASIC EQUIPMENT		5,000	3,700	284.6%
	SUPPLIES FOR DIVE EQUIPMENT, REPLACEMENT FOR DAMAGED EQUIPMENT- 6 DIVERS	1,300			
	ANNUAL MAINTENANCE OF DRONE EQUIPMENT, TRAINING, AND MANUFACTURER-RECOMMENDED BATTERY AND BLADE REPLACEMENT		5,000	5,000	
	MUSTANG ICE RESCUE SUIT REPLACEMENT, ROPE, ICE RESCUE SLING, AND BAG		900	900	
	SELF CONTAINED BREATHING APPARATUS FACEPIECES FOR NEW EMPLOYEES- OSHA REQUIREMENT	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>5,100</b>	<b>21,750</b>	<b>16,650</b>	<b>326.5%</b>
<b>430230</b>	<b>SUPPLIES - OFFICE</b>				
	MISCELLANEOUS OFFICE SUPPLIES	2,000	2,000	-	0.0%
	PRINTING & SHIPPING OF DEPARTMENT MATERIAL		600	600	
	<b>Subtotal</b>	<b>2,000</b>	<b>2,600</b>	<b>600</b>	<b>30.0%</b>
<b>430250</b>	<b>SUPPLIES - OTHER THAN OFFICE</b>				
	HAND TOOLS	300	300	-	0.0%
	HARDWARE AND MATERIALS FOR STATION MAINTENANCE AND REPAIRS	2,700	2,700	-	0.0%
	KITCHEN SUPPLIES	500	2,000	1,500	300.0%
	MATTRESS, BED REPLACEMENT, AND FURNITURE REPLACEMENT	2,700	2,700	-	0.0%
	PRINTING & SHIPPING OF DEPARTMENT MATERIAL	600		(600)	#NULL!
	VEHICLE SMALL TOOLS	600		(600)	#NULL!
	STATION SUPPLIES (MISC.)	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>8,400</b>	<b>8,700</b>	<b>300</b>	<b>3.6%</b>
<b>430440</b>	<b>MATERIALS - PUBLIC EDUCATION</b>				
	MATERIALS FOR ANNUAL OPEN HOUSE	1,500	2,000	500	33.3%
	MATERIALS TO PROMOTE FIRE SAFETY AND COMMUNITY OUTREACH PROGRAMS	2,500	2,500	-	0.0%
	<b>Subtotal</b>	<b>4,000</b>	<b>4,500</b>	<b>500</b>	<b>12.5%</b>
<b>COMMODITIES Total</b>		<b>105,902</b>	<b>125,415</b>	<b>19,513</b>	<b>18.4%</b>
<b>OTHER EXPENSE</b>					
<b>440500</b>	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	333,466	314,741	(18,725)	-5.6%
	<b>Subtotal</b>	<b>333,466</b>	<b>314,741</b>	<b>(18,725)</b>	<b>-5.6%</b>
<b>441000</b>	<b>INCIDENTALS</b>				
	INCIDENTAL TRAVEL, MEAL EXPENSES FOR DEPT. SPONSORED MEETINGS AND TRAINING DRILLS, FOOD FOR PERSONNEL ON EXTENDED EMERGENCY RESPONSES AND RETIREMENT/PROMOTION CELEBRATIONS	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
<b>442000</b>	<b>TRAINING</b>				
	ADVANCED CARDIAC LIFE SUPPORT/PEDIATRIC ADVANCED LIFE SUPPORT CONTINUING EDUCATION FOR ALL PARAMEDICS	3,000	1,000	(2,000)	-66.7%
	CHIEF FIRE OFFICER CERTIFICATION OR OTHER SUCCESSION PLANNING TRAINING	3,600	3,600	-	0.0%
	DIVE TEAM TRAINING TO MAINTAIN 2 DIVERS PER SHIFT, SONAR AND BOAT OPERATORS	3,200	4,000	800	25.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	FIRE
Program	FIRE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>442000</b>	<b>FIRE APPARATUS ENGINEER TRAINING AS REQUIRED BY THE OSFM</b>	1,950	2,200	250	12.8%
	FIRE INVESTIGATION TEAM CONTINUING EDUCATION (6) AS REQUIRED BY THE OSFM AND BY MABAS	1,200	2,100	900	75.0%
	FIRE PREVENTION CONTINUING EDUCATION (3) TO MAINTAIN SHIFT LIFE SAFETY INSPECTORS, PUBLIC EDUCATORS, AND JUVENILE FIRE SETTER INTERVENTION SPECIALISTS	1,250	1,250	-	0.0%
	HAZARDOUS MATERIALS TEAM CONTINUING EDUCATION (3) AS REQUIRED BY THE OSFM AND MABAS	900	1,200	300	33.3%
	RECRUIT TRAINING AT FIREFIGHTER ACADEMY-NIPSTA 2 RECRUITS \$3,500 EACH	7,000	7,000	-	0.0%
	TRAINING FIRE DEPARTMENT INSTRUCTORS CONFERENCE FOR THREE PERSONNEL	4,500		(4,500)	#NULL!
	TRAINING FOR ACTING LIEUTENANT CANDIDATES TO ENHANCE OFFICER AND PROFESSIONAL DEVELOPMENT	3,200	3,200	-	0.0%
	TUITION REIMBURSEMENT AS REQUIRED BY CBA	13,500	13,500	-	0.0%
	TRAINING FOR ACTING BATTALION CHIEF CANDIDATES TO ENHANCE OFFICER AND PROFESSIONAL DEVELOPMENT	1,200	1,200	-	0.0%
	ILLINOIS FIRE CHIEFS AND STATE CONFERENCES (CHIEF, DEPUTY, AND BC)		4,000	4,000	
	PARAMEDIC CONTINUING EDUCATION (43) AS REQUIRED BY THE IDPH AND ST. FRANCIS EMS SYSTEM	3,500	1,200	(2,300)	-65.7%
	TECHNICAL RESCUE TEAM	1,200		(1,200)	#NULL!
	TECHNICAL RESCUE TEAM TRAINING FOR 2 NEW MEMBERS.		7,000	7,000	
	MABAS DIVISION 3 NORTH REGION TRAINING WITH WINNETKA, NORTHFIELD, GLENCOE	4,800		(4,800)	#NULL!
	MABAS DIVISION 3 NORTH REGION TRAINING WITH WINNETKA, NORTHFIELD, GLENCOE		5,000	5,000	
	<b>Subtotal</b>	<b>54,000</b>	<b>57,450</b>	<b>3,450</b>	<b>6.4%</b>
<b>447050</b>	<b>N.I.P.S.T.A. CONTRIBUTION</b>				
	MEMBERSHIP DUES FOR NORTHEASTERN ILLINOIS PUBLIC SAFETY TRAINING ACADEMY (NIPSTA)	7,305	7,305	-	0.0%
	<b>Subtotal</b>	<b>7,305</b>	<b>7,305</b>	<b>-</b>	<b>0.0%</b>
<b>447060</b>	<b>M.A.B.A.S. CONTRIBUTION</b>				
	MEMBERSHIP FEE FOR AREA DUES FOR MUTUAL AID RESPONSE AND SHARED EQUIPMENT	5,000	5,000	-	0.0%
	STATE DUES FOR MABAS	500	500	-	0.0%
	<b>Subtotal</b>	<b>5,500</b>	<b>5,500</b>	<b>-</b>	<b>0.0%</b>
<b>448800</b>	<b>RENT - COMMONWEALTH EDISON</b>				
	PAYMENT TO COMED FOR PROPERTY USED BY FIRE STATION #27 FOR PARKING	575	575	-	0.0%
	<b>Subtotal</b>	<b>575</b>	<b>575</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>401,846</b>	<b>386,571</b>	<b>(15,275)</b>	<b>-3.8%</b>
<b>DEBT SERVICE EXPENSE</b>					
<b>450045</b>	<b>FIRE TRUCK DEBT REPAYMENT</b>				
	FIRE TRUCK NO INTEREST LOAN REPAYMENT	12,500	12,500	-	0.0%
	<b>Subtotal</b>	<b>12,500</b>	<b>12,500</b>	<b>-</b>	<b>0.0%</b>
<b>DEBT SERVICE EXPENSE Total</b>		<b>12,500</b>	<b>12,500</b>	<b>-</b>	<b>0.0%</b>
<b>CERF ALLOCATION</b>					
<b>448024</b>	<b>CAPITAL EQPT REPL FUND TRSR</b>				
	CAPITAL EQUIPMENT REPLACEMENT FUND TRANSFER	137,810	137,810	-	0.0%
	<b>Subtotal</b>	<b>137,810</b>	<b>137,810</b>	<b>-</b>	<b>0.0%</b>
<b>CERF ALLOCATION Total</b>		<b>137,810</b>	<b>137,810</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>7,454,874</b>	<b>7,455,275</b>	<b>401</b>	<b>0.0%</b>





**DATE:** September 27, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brian Lambel, Fire Chief

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11515020-422430
<b>Department</b>	Fire
<b>Account Name</b>	Maintenance of Emergency Medical Equipment

### **Background**

The *Maintenance – Emergency Medical Equipment* account is used to cover contractual expenses incurred while maintaining emergency medical equipment. This includes telemetry devices, cardiac monitors, automated external defibrillators (AEDs), and powered patient loading and transport equipment. The Fire Department enters into service contracts and maintenance agreements for specific types of equipment to ensure continued satisfactory performance and reliability. The current service and maintenance agreement for the ambulance powered stretchers and powered loading systems is set to conclude at the end of 2021.

### **Justification**

The increase to this account for 2022 budget year is due to the Fire Department's intention to enter into a successor service and maintenance agreement for three (3) powered loading systems and three (3) powered stretchers. The Fire Department runs two (2) advanced life support ambulances in front-line service, with a third unit available in standby service. The service agreement covers one annual preventative maintenance (PM) inspection and any unscheduled service due to failed components. The agreement does not cover standard wear items such as batteries and mattresses.

### **Alternative**

The alternative to entering into the service and maintenance agreement would be to

forego preventative maintenance inspections performed by the manufacturer's representatives and perform any repairs to the equipment when required. This repair expense would be unforeseen and unbudgeted. Due to the age of several of the units, the probability of failure for high-cost componentry increases with each use and year of service. Some of the larger components of the power-load systems can have parts-only costs of more than \$1,000, not accounting for the service call and labor expenses.



**DATE:** August 19, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brian Lambel, Fire Chief

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11515020-430177
<b>Department</b>	Fire
<b>Account Name</b>	Supplies – Emergency Equipment

### **Background**

The *Supplies – Emergency Equipment* account is reserved for the purchase of equipment used to support firefighting and specialized rescue incidents. Each specialized rescue team (Hazardous Materials, Technical Rescue, Dive Rescue, and Fire Investigation) maintains a cache of equipment for team and personal use. Annual equipment maintenance and replacement is dictated by manufacturer-stated service life and current operational condition. In previous years' budgets, fire suppression tools and equipment were expensed out of Account Number 11515020-430250 *Supplies – Other than Office*. Line item details for all emergency response equipment were moved to this account.

### **Justification**

The largest expense increase (\$5,000) in this account for the 2022 budget year is due to the addition of the Village's small unmanned aerial systems (sUAS) program. The maintenance expense for the use of the sUAS equipment across all Village departments is captured in this line-item detail.

The second largest increase in this account is due to a significant equipment replacement expense for the dive team and the water/surface ice rescue response (\$7,600). The technical rescue team (\$3,550) will be adding two additional team members to replace members who recently resigned from the team. Each new member is required to maintain a minimal cache of personal protective equipment during their

training period and while participating on the MABAS Division 3 team. This replacement process is aligned with a department goal to standardize front line and standby apparatus with identical firefighting and rescue equipment.

**Alternative**

The alternative to increasing the funds in this account is to not replace rescue equipment.



**DATE:** August 19, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brian Lambel, Fire Chief

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11515020-442000
<b>Department</b>	Fire
<b>Account Name</b>	Training

### **Background**

The Fire Department's training budget was increased by \$3,450 to support the department's 5-year and 10-year training plans for line personnel. This account funds all-hazards training including but not limited to fire suppression, emergency medical care, specialized rescue, and MABAS Division 3 special team requisite training. Additionally, officer professional development such as the Office of the State Fire Marshal (OSFM) Chief Fire Officer certification, Incident Command System training, and other high-level courses were deemed critical to the department's succession plan.

### **Justification**

Personnel changes on the Fire Department's specialized teams resulted in a need to increase funding in this account. Three personnel will begin taking technical rescue operations-level courses and to fill team vacancies. Several members of the dive team are required to completed additional, advanced water rescue training.

Advanced incident command training for all officers has been deferred for several years, and needs to be delivered in 2022. The Chief, Deputy Chief, and Battalion Chief are scheduled to attend several Illinois Fire Chiefs Association educational conferences.

Beginning in 2022, the OSFM has instituted a re-certification mandate on most state certifications. Wilmette FD members must now complete additional training in specialty areas to maintain their current certifications.

### **Alternative**

Continue providing the existing funding level for training expenses.

# Police Department



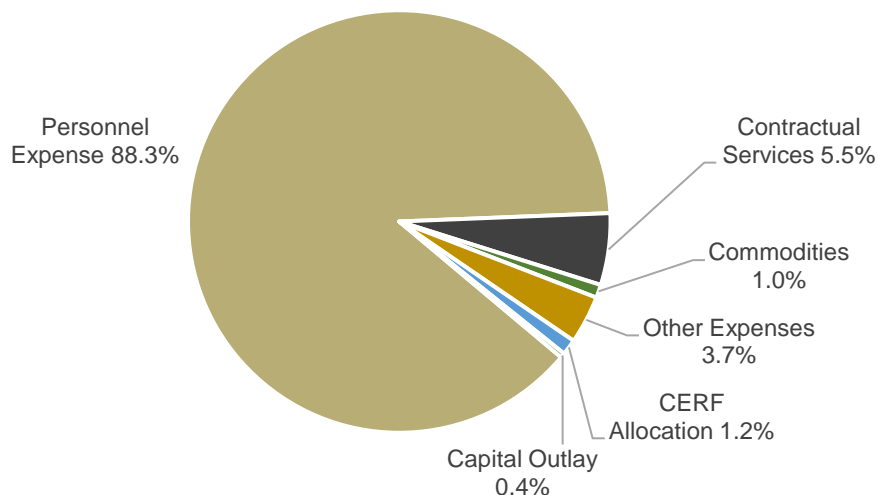
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Police Operations	8,890,533	9,027,480	7,270,239	7,014,320	7,542,268	272,029
Police Services	868,538	854,714	908,723	913,395	936,783	28,060
Police Communications	1,477,853	1,518,878	1,566,548	1,610,752	1,662,374	95,826
Crossing Guards	271,776	264,563	284,274	282,789	298,951	14,677
<b>TOTAL BUDGET</b>	<b>11,508,700</b>	<b>11,665,635</b>	<b>10,029,784</b>	<b>9,821,256</b>	<b>10,440,376</b>	<b>410,592</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense	8,304,591	8,386,106	8,865,104	8,793,954	9,214,277	349,173
Contractual Services	517,060	514,547	563,628	586,436	573,105	9,477
Commodities	91,647	88,197	86,750	74,574	105,550	18,800
Other Expenses	2,595,402	2,676,785	388,612	366,292	384,754	(3,858)
CERF Allocation	-	-	125,690	-	125,690	-
Capital Outlay	-	-	-	-	37,000	37,000
<b>TOTAL BUDGET</b>	<b>11,508,700</b>	<b>11,665,635</b>	<b>10,029,784</b>	<b>9,821,256</b>	<b>10,440,376</b>	<b>410,592</b>



# Police Department



## BUDGET ANALYSIS

### Police Operations

Increase in training costs of \$10,000 which includes increased funds for tuition reimbursement, increased funds for the Northwestern University School of Police Staff and Command, and \$4,000 for digital forensic training to meet the increase demand for cell phone and computer evidence.

Increase for the Northern Illinois Police Alarm System (NIPAS), which is a regional task force ensuring police mutual aid. The Village's representative on the Emergency Services Team is scheduled to rotate out and in order to train a new officer equipment and supply purchases are required and are estimated at \$6,500.

Increase of \$37,000 for the License Plate Reader Parking Solution, which is included in the Capital Improvement Program.

### Police Services

No significant budgetary changes in 2022

### Communications

Increase of \$11,400 for hardware and software support for the Village's 9-1-1 telephone system. This cost increase was due to the upgrade of the Village's system to the Next Generation 9-1-1 network.

Increase of \$7,632 for contract with Red Center for fire dispatch services. This contract cost is based upon the call volume generated by the Village through the joint dispatch service.

Increase of \$5,000 for a new eCrash software module. The police department writes between 600-800 crash reports a year and the current records solution does not integrate with the Law Enforcement Records Management System (LERMS) database. LERMS stores all police records, including citations, police reports, digital evidence, and motor vehicle crash reports. The new software module will integrate with LERMS and eliminate the need for manual entry.

### Crossing Guards

No significant budgetary changes in 2022

# 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                   | • Parking enforcement                     |
| • Juvenile programs                         | • Community relations                     |
| • Crime prevention programs                 | • School child safety program             |
| • Motor vehicle traffic crash investigation | • Court prosecution of criminal offenders |

### ***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 contract services |
|--|---|





# Police Department

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- Coordination of budget and capital program
- Maintenance of department 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



## PERSONNEL

The Police department has a total of 69.58 FTE's across its four operational divisions. There is a total of 44 sworn personnel. The 2022 budget includes a temporary over-hire of one police personnel to implement the department's succession planning.

### Personnel by Program

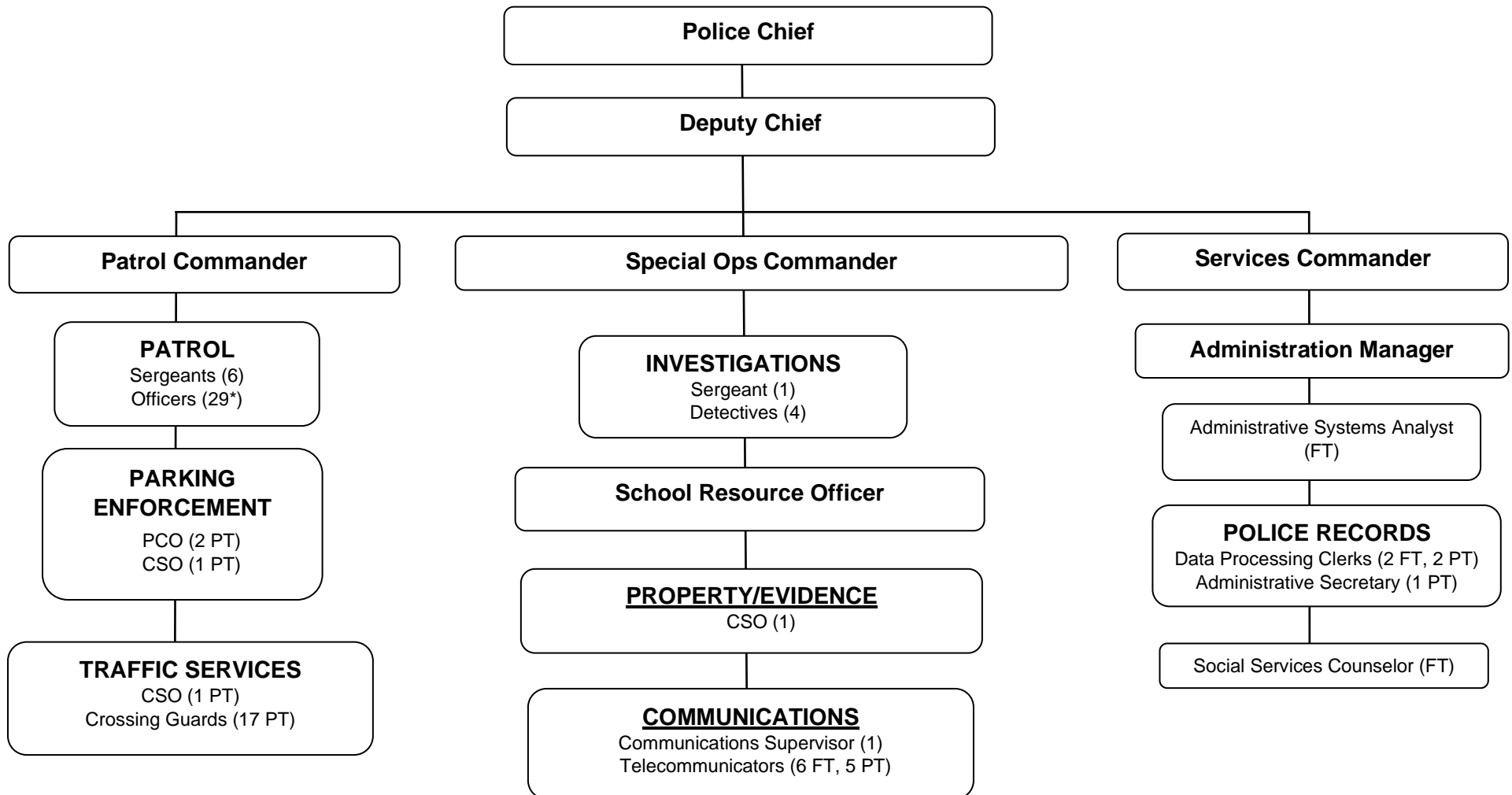
	2018	2019	2020	2021	2022
Police Operations	48.13	48.13	46.80	46.93	47.93*
Police Services	5.50	5.50	7.50	7.50	7.50
Police Communications	8.75	8.75	8.75	8.75	8.75
Crossing Guards	5.20	5.20	5.53	5.40	5.40
<b>TOTAL FTE's</b>	<b>67.58</b>	<b>67.58</b>	<b>68.58</b>	<b>68.58</b>	<b>69.58</b>

### Sworn Personnel

	2018	2019	2020	2021	2022
Sworn Personnel	44.00	44.00	44.00	44.00	45.00*
Non-Sworn Personnel	23.58	23.58	24.58	24.58	24.58
<b>TOTAL FTE's</b>	<b>67.58</b>	<b>67.58</b>	<b>68.58</b>	<b>68.58</b>	<b>69.58</b>

*\*Temporary over-hire of one additional police personnel*

# Police Department



# Police Department



## PERFORMANCE MEASURES

	Goal	2020 Year End	2021				2021 Year End
			Q1	Q2	Q3	Q4	
<u>Calls for Service (CFS)</u>							
Average response time for ALL CFS	<4 min	4:15	3:41	4:04			
Percentage of calls, 4 minutes or less	75%	47%	65%	58%			
Average response time for Emergency calls	<4 min	3:22	2:46	2:52			
<u>Traffic Accidents on Public Roadways</u>							
	<700	369	59	98			

## ACTIVITY MEASURES

The National Incident Based Reporting System (NIBRS) was implemented to improve the overall quality of crime data collected by law enforcement. NIBRS captures details on each single crime incident, as well as on separate offenses within the same incident, including information on victims, known offenders, relationships between victims and offenders, arrestees, and property involved in crimes. The Department is transitioning to this new reporting system as of 2021.

	2018	2019	2020 <sup>†</sup>	2021
Calls for Service	20,285	21,542	17,468	19,500
Crimes Against Persons <sup>1</sup>	-	-	-	30
Crimes Against Property <sup>2</sup>	-	-	-	400
Crimes Against Society <sup>3</sup>	-	-	-	50
Part I Offenses <sup>4</sup>	380	352	350	-
Other Offenses <sup>5</sup>	429	526	665	-
Traffic Crash Investigations on Private and Public Property	781	713	367	450
Traffic Citations	2,104	1,759	793	1,500
Parking Citations	7,315	5,316	3,053	2,700
Adult Arrests <sup>6</sup>	338	318	186	300
Juvenile Arrests <sup>7</sup>	32	44	29	45
DUI Arrests	34	32	29	35

<sup>†</sup> The impact of COVID-19 is evident in the statistics for 2020.

Due to reduced travel, restricted public interactions, and general health & safety concerns, the Department saw a significant decrease in the number of calls for services, as well as certain services rendered.

# Police Department

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*Footnotes:*

*The National Incident Based Reporting System (NIBRS) classifies crimes into three categories:*

- <sup>1</sup> Crimes Against Persons as defined by the FBI include: murder, aggravated assault, sex offenses, kidnapping, intimidation, simple assault.
- <sup>2</sup> Crimes Against Property as defined by the FBI include: arson, bribery, burglary, counterfeiting, damaged property, fraud, motor vehicle theft, robbery, stolen property.
- <sup>3</sup> Crimes Against Society as defined by the FBI include: drug violations, gambling, child pornography, prostitution, weapon law violations.

*Uniform Crime Reporting (UCR) Program's traditional Summary Reporting System (SRS) provided an aggregate monthly tally of crimes*

- <sup>4</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>5</sup> Other Offenses includes identity theft, simple battery, simple assault, deception, criminal damage, weapons offenses, sex offenses, offenses involving children, driving under the influence, and disorderly conduct. In 2020, 298 offenses were for ID Theft or Fraud.
- <sup>6</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>7</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.



## OBJECTIVES AND ACCOMPLISHMENTS

### ***Looking Forward: 2022 Objectives***

- Complete the annual Web-based Assessment for accreditation by the Commission on Accreditation for Law Enforcement Agencies (CALEA). Receive re-accreditation status.
- Monitor overtime expense to ensure that the Department operates within the budgeted amount to the greatest extent possible.
- Conduct emergency preparedness training at each Village facility.
- Continue to update the Police Department Policy Manual.

### ***Reviewing the Year: 2021 Accomplishments***

- Implement the mandated upgrade to an internet protocol based 9-1-1 system, commonly referred to as Next Generation 9-1-1.  
*The Village received a grant to fund the upgrade to the Next Generation 9-1-1 system. AT&T delivered the hardware in June and completed the necessary training in July.*
- Complete the annual review process for accreditation by the Commission on Accreditation for Law Enforcement Agencies (CALEA).  
*The Department passed 1 of 2 remote Web Based Assessments in May. The second Web Based Assessment will occur in October, and the final on site assessment will happen in November. Re-certification is expected by the end of 2021.*
- Transition to the new FBI crime analysis system NIBRS: National Incident Based Reporting System  
*Staff received approval to move to the new NIBRS reporting platform, which will provide more meaningful statistics to the FBI.*
- Monitor overtime expense to ensure that the Department operates within the budgeted amount to the greatest extent possible.  
*The Department has taken measures to manage overtime despite having three long term medical leaves impacting staffing levels. Staff anticipates being at the budgeted overtime amount.*
- Conduct emergency preparedness training at each Village facility.  
*This training was postponed due to the pandemic.*
- Continue to update the Police Department Policy Manual.  
*Staff continues to update the policy manual with new content, based on best practices and current legislation.*



# Police Department

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- Review Performance Measures to establish additional meaningful benchmarks.  
*Staff isolated specific call types to better track response times.*
- Continue to comply with policy, procedure, training and equipment requirements of SAFE-T ACT.

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Fund	GENERAL FUND
Department	POLICE
Program	POLICE OPERATIONS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	4,848,151	4,944,147	5,311,143	5,198,282	5,494,350	183,207	3.45%
410200	OVERTIME WAGES	344,103	319,516	300,000	317,850	300,000	-	0.00%
410210	OVERTIME WAGES - GRANT FUNDED	11,895	2,136	-	4,147	-	-	0.00%
415000	EMPLOYEE BENEFITS	928,500	917,171	952,754	960,911	1,007,249	54,495	5.72%
<b>PERSONNEL EXPENSE Total</b>		<b>6,132,650</b>	<b>6,182,970</b>	<b>6,563,897</b>	<b>6,481,190</b>	<b>6,801,599</b>	<b>237,702</b>	<b>3.62%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	1,515	1,685	1,740	1,359	1,815	75	4.31%
420020	PROFESSIONAL SERVICES	120	-	-	-	-	-	0.00%
420210	MEDICAL EXAMS	6,659	14,466	16,650	14,732	16,650	-	0.00%
421300	ANIMAL CONTROL & REMOVAL	19,306	11,177	18,000	14,391	18,000	-	0.00%
422400	MAINT.-EQUIPMENT	30,607	29,245	51,900	44,000	34,200	(17,700)	-34.10%
422410	MAINT.-RADIOS	28,527	29,751	36,500	33,499	36,500	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	1,579	1,752	1,800	1,995	1,800	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>88,313</b>	<b>88,076</b>	<b>126,590</b>	<b>109,976</b>	<b>108,965</b>	<b>(17,625)</b>	<b>-13.92%</b>
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	40,852	41,652	43,400	38,513	43,400	-	0.00%
430170	SUPPLIES - FIRING RANGE	9,593	10,281	9,500	10,000	22,200	12,700	133.68%
430250	SUPPLIES - OTHER THAN OFFICE	24,801	27,233	14,050	9,447	20,050	6,000	42.70%
430450	MATERIALS -COMMUNITY RELATIONS	1,998	2,153	4,000	2,758	4,000	-	0.00%
<b>COMMODITIES Total</b>		<b>77,244</b>	<b>81,319</b>	<b>70,950</b>	<b>60,718</b>	<b>89,650</b>	<b>18,700</b>	<b>26.36%</b>
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	212,490	198,410	253,832	234,928	236,054	(17,778)	-7.00%
441000	INCIDENTALS	4,324	3,544	7,000	5,359	7,000	-	0.00%
442000	TRAINING	32,207	31,313	39,900	41,406	49,900	10,000	25.06%
445500	POLICE SEIZURE EXPENSES	12,858	6,588	20,000	20,000	20,000	-	0.00%
447010	CRIME LAB EXPENSE	39,838	40,651	40,670	41,193	41,200	530	1.30%
447030	N.I.P.A.S. CONTRIBUTION	6,205	6,205	8,710	6,205	12,210	3,500	40.18%
447040	MAJOR CRIMES TASK FORCE	4,100	4,100	5,600	5,599	5,600	-	0.00%
447050	N.I.P.S.T.A. CONTRIBUTION	7,304	7,304	7,400	7,746	7,400	-	0.00%
448005	PENSION GEN FUND TRANSFER	2,273,000	2,377,000	-	-	-	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>2,592,326</b>	<b>2,675,115</b>	<b>383,112</b>	<b>362,436</b>	<b>379,364</b>	<b>(3,748)</b>	<b>-0.98%</b>
<b>CAPITAL OUTLAY</b>								
490550	OTHER EQUIP. - POLICE	-	-	-	-	37,000	37,000	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>37,000</b>	<b>37,000</b>	<b>0.00%</b>
<b>CERF ALLOCATION</b>								
448024	CAPITAL EQPT REPL FUND TRSR	-	-	125,690	-	125,690	-	0.00%
<b>CERF ALLOCATION Total</b>		<b>-</b>	<b>-</b>	<b>125,690</b>	<b>-</b>	<b>125,690</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>8,890,533</b>	<b>9,027,480</b>	<b>7,270,239</b>	<b>7,014,320</b>	<b>7,542,268</b>	<b>272,029</b>	<b>3.74%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	POLICE
Program	POLICE OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
<b>410100</b>	<b>REGULAR WAGES</b>				
	PAYROLL	5,311,143	5,494,350	183,207	3.4%
	<b>Subtotal</b>	<b>5,311,143</b>	<b>5,494,350</b>	<b>183,207</b>	<b>3.4%</b>
<b>410200</b>	<b>OVERTIME WAGES</b>				
	OVERTIME	300,000	300,000	-	0.0%
	<b>Subtotal</b>	<b>300,000</b>	<b>300,000</b>	<b>-</b>	<b>0.0%</b>
<b>415000</b>	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	952,754	1,007,249	54,495	5.7%
	<b>Subtotal</b>	<b>952,754</b>	<b>1,007,249</b>	<b>54,495</b>	<b>5.7%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>6,563,897</b>	<b>6,801,599</b>	<b>237,702</b>	<b>3.6%</b>
<b>CONTRACTUAL SERVICES</b>					
<b>420010</b>	<b>MEMBERSHIPS</b>				
	ILEAS (IL LAW ENFORCEMENT ALARM SYSTEM)	240	240	-	0.0%
	ILLINOIS ASSOCIATION OF CHIEFS OF POLICE (2)	440	440	-	0.0%
	ILLINOIS PROSECUTORS LLC	100	100	-	0.0%
	INTERNATIONAL ASSOCIATION FOR FINANCIAL CRIMES INVESTIGATORS	160	160	-	0.0%
	INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE (2)	380	380	-	0.0%
	NORTH SUBURBAN ASSOCIATION OF CHIEF'S OF POLICE (2)	150	150	-	0.0%
	NORTHWEST POLICE ACADEMY (1 PER AGENCY)	50	50	-	0.0%
	POLICE EXECUTIVE RESEARCH FORUM	220	220	-	0.0%
	NATIONAL ASSOC OF BUNCO INVESTIGATORS		75	75	
	<b>Subtotal</b>	<b>1,740</b>	<b>1,815</b>	<b>75</b>	<b>4.3%</b>
<b>420210</b>	<b>MEDICAL EXAMS</b>				
	ANNUAL MEDICAL EVALUATIONS- REQUIRED BY CBA (OBLIGATED UP TO \$20,000)	15,000	15,000	-	0.0%
	PEER SUPPORT WELLNESS PROGRAM - ANNUAL FEE	1,650	1,650	-	0.0%
	<b>Subtotal</b>	<b>16,650</b>	<b>16,650</b>	<b>-</b>	<b>0.0%</b>
<b>421300</b>	<b>ANIMAL CONTROL &amp; REMOVAL</b>				
	DISPOSAL OF DEAD ANIMALS IN ROAD	4,350	4,350	-	0.0%
	IMPOUNDING OF STRAY DOGS	500	500	-	0.0%
	NUISANCE ANIMAL AND RODENT CONTROL	13,150	13,150	-	0.0%
	<b>Subtotal</b>	<b>18,000</b>	<b>18,000</b>	<b>-</b>	<b>0.0%</b>
<b>422400</b>	<b>MAINT.-EQUIPMENT</b>				
	BALLISTIC SHIELDS & HELMETS REPLACEMENT	6,000		(6,000)	#NULL!
	FIREARMS RANGE CLEANING	900	900	-	0.0%
	IN CAR COMPUTERS (15)	1,000	1,000	-	0.0%
	MAINTENANCE AGREEMENT FOR L3 PATROLS/SCOUT 20 SEAT SOFTWARE PLUS CLIENTS (11)	700	700	-	0.0%
	MAINTENANCE AGREEMENT FOR TYCO DOOR ACCESS CONTROL SYSTEM	1,330	1,330	-	0.0%
	MAINTENANCE OF TRUCK SCALES IN NORTHFIELD	1,500	1,500	-	0.0%
	MISC EQUIPMENT- INTOXILYZER, DIGITAL CAMERAS, VIDEO EQUIPMENT AND PORTABLE BREATH TESTING DEVICES ETC.	500	500	-	0.0%
	POLICE FACILITY VIDEO SURVEILLANCE CAMERAS (14)	500	500	-	0.0%
	POLICE MOUNTAIN BICYCLES (6)	400	400	-	0.0%
	RADAR UNIT REPAIR, TESTING, RECALIBRATION & ANNUAL RECERT AS REQUIRED BY FCC	600	600	-	0.0%
	REPLACEMENT ANALOG SECURITY CAMERAS	2,000	2,000	-	0.0%
	REPLACEMENT OF DEFENSIVE TACTICS SUIT	3,700		(3,700)	#NULL!
	REPLACEMENT RADAR UNITS (2)	3,400	3,400	-	0.0%
	REPLACING DVRS (2) WITH NEW HD CAMERAS WITH VLP MIC AND OTHER IN CAR VIDEO EQUIPMENT	8,000		(8,000)	#NULL!
	TASER ANNUAL MAINTENANCE	9,800	9,800	-	0.0%
	VILLAGE EMERGENCY WARNING SIRENS (4)	2,400	2,400	-	0.0%
	MAINTENANCE AGREEMENT FOR TYCO STATION CAMERA SYSTEM - ANNUAL RENEWAL	3,920	3,920	-	0.0%
	MAINT. AGREEMENT 7 HD L3 SYSTEMS COVERAGE	2,100	2,100	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	POLICE
Program	POLICE OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>422400</b>	<b>MAINT. AGREEMENT FOR 11 VLXUA MICROPHONES</b>	550	550	-	0.0%
	MAINT. AGREEMENT: IN CAR VIDEO SYSTEM	600	600	-	0.0%
	ONE YEAR DATA SERVICE FOR GPS TRACKERS LIVE VIEW	1,400	1,400	-	0.0%
	MAINTENANCE AGREEMENT FOR FLASHBACK	600	600	-	0.0%
	<b>Subtotal</b>	<b>51,900</b>	<b>34,200</b>	<b>(17,700)</b>	<b>-34.1%</b>
<b>422410</b>	<b>MAINT.-RADIOS</b>				
	MAINTENANCE CONTRACT FOR RADIO SYSTEM BASE STATION	7,000	7,000	-	0.0%
	MAINTENANCE OF SIRENS AND PUBLIC ADDRESS SYSTEMS	1,000	1,000	-	0.0%
	MONTHLY SERVICE FEE FOR MOBILE RADIOS AND 3 CONSOLETES (STARCOM)	5,060	5,060	-	0.0%
	MONTHLY SERVICE FEE FOR PORTABLE RADIOS (STARCOM)	22,440	22,440	-	0.0%
	WAVE APP SUBSCRIPTION (5)	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>36,500</b>	<b>36,500</b>	<b>-</b>	<b>0.0%</b>
<b>428020</b>	<b>TELEPHONE SERVICE - CELLULAR</b>				
	CELL PHONE AND TABLET CHARGES	1,800	1,800	-	0.0%
	<b>Subtotal</b>	<b>1,800</b>	<b>1,800</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>126,590</b>	<b>108,965</b>	<b>(17,625)</b>	<b>-13.9%</b>
<b>COMMODITIES</b>					
<b>430050</b>	<b>UNIFORM EXPENSE</b>				
	ADDITIONAL UNIFORMS AND EQUIPMENT FOR NEW OFFICERS (2)	5,120	5,120	-	0.0%
	ANNUAL UNIFORM EXPENSE AS REQUIRED BY COLLECTIVE BARGAINING AGREEMENT @ \$600 PER OFFICER	26,400	26,400	-	0.0%
	EMERGENCY REPLACEMENT OF UNIFORM ITEMS DAMAGED OR LOST IN THE LINE OF DUTY	1,000	1,000	-	0.0%
	GILSON PARK TEMPORARY PART TIME SUMMER PERSONNEL 7 @ \$200	1,400	1,400	-	0.0%
	POLICE OFFICER BICYCLE PATROL UNIFORM ITEMS	1,000	1,000	-	0.0%
	RIBBON BARS, AWARDS, MEDALS FOR MERITORIOUS SERVICE	200	200	-	0.0%
	COMMUNITY SERVICE OFFICER UNIFORMS	3,000	3,000	-	0.0%
	BULLET PROOF VEST PARTNERSHIP- 8 REPLACEMENT VESTS IN 2022 (50% FUNDED VIA GRANT)	5,280	5,280	-	0.0%
	<b>Subtotal</b>	<b>43,400</b>	<b>43,400</b>	<b>-</b>	<b>0.0%</b>
<b>430170</b>	<b>SUPPLIES - FIRING RANGE</b>				
	BALLISTIC SHIELDS & HELMETS REPLACEMENT		6,000	6,000	
	PEPPERBALL LAUNCHER (1)	1,000	1,000	-	0.0%
	PROVIDES DUTY AND PRACTICE AMMUNITION, AND TRAINING MATERIALS FOR THE NIPAS TEAM	7,000	10,000	3,000	42.9%
	REPLACEMENT OF DEFENSIVE TACTICS SUIT		3,700	3,700	
	POLICE RIFLE REPLACEMENT PROGRAM (1)	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>9,500</b>	<b>22,200</b>	<b>12,700</b>	<b>133.7%</b>
<b>430250</b>	<b>SUPPLIES - OTHER THAN OFFICE</b>				
	AUTOMATED EXTERNAL DEFIBRILLATOR (AED) BATTERIES	500	500	-	0.0%
	AUTOMATED EXTERNAL DEFIBRILLATOR (AED) PADS - ADULT	500	500	-	0.0%
	DISPOSAL OF HAZARDOUS MATERIALS	700	700	-	0.0%
	DRUG TEST KITS	250	250	-	0.0%
	EMERGENCY FLARES	500	500	-	0.0%
	EVIDENCE TECHNICIAN SUPPLIES	1,500	1,500	-	0.0%
	HANDHELD TICKET WRITER TICKET ROLLS AND PARKING TICKETS	2,600	2,600	-	0.0%
	INTOXILYZER SUPPLIES	300	300	-	0.0%
	MAJOR TRAFFIC CRASH INVESTIGATION SUPPLIES	200	200	-	0.0%
	OLEO RESIN CAPSICUM (PEPPER SPRAY)	300	300	-	0.0%
	PARKING CONTROL SUPPLIES	300	300	-	0.0%
	REPLACEMENT AEDS	3,000	3,000	-	0.0%
	SUPPLIES FOR FIRST AID KITS THAT ARE MAINTAINED IN EACH POLICE VEHICLE AND IN THE POLICE STATION	500	500	-	0.0%
	WPD OFFICER REFERENCE GUIDES	1,100	1,100	-	0.0%
	FLASHLIGHTS BATTERIES AND BULBS	600	600	-	0.0%
	CRIMINAL LAW AND PROCEDURE HANDBOOK 2022 EDITION (10-12ea @ \$56)	700	700	-	0.0%
	DVDS / RECORDINGS FOR COURT	500	500	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	POLICE
Program	POLICE OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>430250</b>	<b>DRONE MAINTENANCE - BATTERIES AND BLADES</b>		1,000	1,000	
	REPLACING DVR WITH NEW HD CAMERA AND VLP MIC AND OTHER IN CAR VIDEO EQUIPMENT		5,000	5,000	
	<b>Subtotal</b>	<b>14,050</b>	<b>20,050</b>	<b>6,000</b>	<b>42.7%</b>
<b>430450</b>	<b>MATERIALS - COMMUNITY RELATIONS</b>				
	ITEMS FOR PUBLIC PRESENTATIONS	2,000	2,000	-	0.0%
	TRAFFIC/ BICYCLE SAFETY PROMOTION ITEMS, COMMUNITY ALERTS	600	600	-	0.0%
	CHILD SAFETY / SCHOOL EDUCATION PROGRAM MATERIALS	1,400	1,400	-	0.0%
	<b>Subtotal</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>70,950</b>	<b>89,650</b>	<b>18,700</b>	<b>26.4%</b>
<b>OTHER EXPENSE</b>					
<b>440500</b>	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	253,832	236,054	(17,778)	-7.0%
	<b>Subtotal</b>	<b>253,832</b>	<b>236,054</b>	<b>(17,778)</b>	<b>-7.0%</b>
<b>441000</b>	<b>INCIDENTALS</b>				
	ANNUAL OPEN HOUSE COSTS	600	600	-	0.0%
	EXPENSES ASSOCIATED WITH MAJOR CASE INVESTIGATION- PHONE STUDIES, COMPUTER STUDIES, ETC	4,600	4,600	-	0.0%
	ILLINOIS SECRETARY OF STATE LICENSE PLATE CHECKS FOR PARKING FINES	400	400	-	0.0%
	MILEAGE, PARKING AND TRAIN FARE FOR TRAINING, SEMINARS, CONFERENCES, MEETINGS, ETC.	600	600	-	0.0%
	REFRESHMENTS FOR LOCAL AND REGIONAL MEETINGS HOSTED BY THE WILMETTE POLICE DEPT.	200	200	-	0.0%
	RETIREMENT PLAQUES, SPECIAL AWARDS, CITIZEN AWARDS	600	600	-	0.0%
	<b>Subtotal</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>0.0%</b>
<b>442000</b>	<b>TRAINING</b>				
	ANNUAL MEMBERSHIP FOR POLICE TRAINING THROUGH NEMRT	4,100	4,100	-	0.0%
	CONFERENCE TRAINING OUT OF STATE	500	500	-	0.0%
	CONSERVATION CLUB OF KENOSHA -OUTDOOR RANGE	4,000	4,000	-	0.0%
	COURTSMART TRAINING PROGRAM (BOOKS, MONTHLY PUBLICATIONS AND TRAINING SESSIONS)	2,300	2,300	-	0.0%
	EMERGENCY VEHICLE OPERATION COURSE	900	900	-	0.0%
	EMERGENT TRAINING OPPORTUNITIES	450	450	-	0.0%
	ILLINOIS ASSOCIATION OF CHIEFS OF POLICE CONFERENCE	800	800	-	0.0%
	IN-SERVICE TRAINING	950	950	-	0.0%
	INTERNATIONAL ASSOCIATIONS OF CHIEFS OF POLICE CONFERENCE	1,000	1,000	-	0.0%
	MANAGEMENT TRAINING ILLINOIS ASSOC. CHIEF OF POLICE (3 @ \$200)	600	600	-	0.0%
	POLICE ACADEMY FOR 2 OFFICERS (\$3,900 EACH)	7,800	7,800	-	0.0%
	TUITION REIMBURSEMENT PER CBA	9,500	15,000	5,500	57.9%
	ACCIDENT INVESTIGATION	2,400	2,400	-	0.0%
	NORTHWESTERN SCHOOL OF POLICE STAFF AND COMMAND TUITION FOR ONE SUPERVISOR IN 2022	3,600	4,100	500	13.9%
	DIGITAL FORENSIC TRAINING	1,000	5,000	4,000	400.0%
	<b>Subtotal</b>	<b>39,900</b>	<b>49,900</b>	<b>10,000</b>	<b>25.1%</b>
<b>445500</b>	<b>POLICE SEIZURE EXPENSES</b>				
	EQUIPMENT PURCHASES	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
<b>447010</b>	<b>CRIME LAB EXPENSE</b>				
	CRIME LAB MEMBERSHIP	37,670	38,200	530	1.4%
	MAINTENANCE AGREEMENT	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>40,670</b>	<b>41,200</b>	<b>530</b>	<b>1.3%</b>
<b>447030</b>	<b>N.I.P.A.S. CONTRIBUTION</b>				
	NIPAS EST ASSESSMENT	4,800	4,800	-	0.0%
	NIPAS MEMBERSHIP ASSESSMENT	400	400	-	0.0%
	NIPAS MOBILE FIELD FORCE AND COMMUNICATIONS ASSESSMENT	1,010	1,010	-	0.0%
	NIPAS CONTRIBUTION-EQUIPMENT REPLACEMENT (NEW MEMBER 5 -10 YEAR ROTATION)	2,500	6,000	3,500	140.0%
	<b>Subtotal</b>	<b>8,710</b>	<b>12,210</b>	<b>3,500</b>	<b>40.2%</b>
<b>447040</b>	<b>MAJOR CRIMES TASK FORCE</b>				

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	POLICE
Program	POLICE OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>447040</b>	REGIONAL TASK FORCES FOR MAJOR INVESTIGATIONS	5,600	5,600	-	0.0%
	<b>Subtotal</b>	<b>5,600</b>	<b>5,600</b>	-	<b>0.0%</b>
<b>447050</b>	<b>N.I.P.S.T.A. CONTRIBUTION</b>				
	MEMBERSHIP DUES FOR THE NORTHEASTERN ILLINOIS PUBLIC SAFETY TRAINING ACADEMY (NIPSTA)	7,400	7,400	-	0.0%
	<b>Subtotal</b>	<b>7,400</b>	<b>7,400</b>	-	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>383,112</b>	<b>379,364</b>	<b>(3,748)</b>	<b>-1.0%</b>
<b>CAPITAL OUTLAY</b>					
<b>490550</b>	<b>OTHER EQUIP. - POLICE</b>				
	LICENSE PLATE READER PARKING SOLUTION (CIP PROJECT)		37,000	37,000	
	<b>Subtotal</b>		<b>37,000</b>	<b>37,000</b>	
<b>CAPITAL OUTLAY Total</b>			<b>37,000</b>	<b>37,000</b>	
<b>CERF ALLOCATION</b>					
<b>448024</b>	<b>CAPITAL EQPT REPL FUND TRSR</b>				
	CAPITAL EQUIPMENT REPLACEMENT FUND TRANSFER	125,690	125,690	-	0.0%
	<b>Subtotal</b>	<b>125,690</b>	<b>125,690</b>	-	<b>0.0%</b>
<b>CERF ALLOCATION Total</b>		<b>125,690</b>	<b>125,690</b>	-	<b>0.0%</b>
<b>Grand Total</b>		<b>7,270,239</b>	<b>7,542,268</b>	<b>272,029</b>	<b>3.7%</b>



**DATE:** August 2, 2021  
**TO:** Michael Braiman, Village Manager  
**FROM:** Kyle Murphy, Chief of Police  
**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11414020-442000
<b>Department</b>	Police
<b>Account Name</b>	Training

### **Background**

The training budget provides vital funds to the police department to maintain a high level of professional standards and comply with the requirements of the Illinois Law Enforcement Training and Standards Board. Training funds are used for basic training, state mandated course of instruction, supervisory and management programs, in-service training, conferences, specialty certifications, tuition reimbursement and other emergent training opportunities.

### **Justification**

There are at least three sworn personnel who have expressed intent to participate in the tuition reimbursement program in 2022. Staff recommends increasing the line to \$15,000 to fulfill the collective bargaining obligation.

Northwestern University's School of Police Staff and Command is a management course for first line supervisors. Northwestern has increased this tuition by \$500. One Patrol Sergeant is scheduled to attend this program in 2022.

Staff has identified personnel to attend digital forensic training to help meet the increasing demand for cell phone and computer evidence. This training would be a line item increase of \$4,000.

### **Alternative**

The alternative would be to remove the digital forensic training for investigations.



**DATE:** August 2, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Kyle Murphy, Chief of Police

**SUBJECT:** Budget Justification Memo

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<b>Account Number(s)</b>	11414020-447030 11414020-430170
<b>Department</b>	Police
<b>Account Name(s)</b>	N.I.P.A.S Contribution Supplies – Firing Range

### **Background**

The Northern Illinois Police Alarm System (NIPAS) is a regional task force designed to ensure effective police mutual aid during a natural disaster or in a time of crisis that may include special events, civil disturbances, hostage incidents, major crime scenes, and other large-scale events. N.I.P.A.S. allows for a well-organized unit with pre-planned procedures for incidents that require specially trained and equipped Officers. The Police Department has dedicated personnel to N.I.P.A.S. for over 30 years. Officers are assigned to the Emergency Services and Mobile Field Force teams and are activated on an as needed basis.

### **Justification**

The budget currently allows for the continued participation in NIPAS through membership dues and assessment fees. The budget also allows for the purchase of / replacement of any necessary equipment for the participating NIPAS team member(s).

In 2022, the Wilmette representative on the Emergency Services Team is due to rotate out after ten years of service. In order to train a new Officer, the Department will need to invest in new equipment and training for the chosen member. Equipment includes items such as uniforms, body armor, communications, and other equipment. These items are expected to cost approximately \$3,500.

Additionally, New members are required to attend training with a specific quantity of practice ammunition. The cost for the ammunition is expected to be \$3,000. This will increase will impact the Supplies – Firing Range account.

**Alternative**

The alternative to increasing this budget would be discontinuing participation on the Emergency Services Team in 2022.

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Fund	GENERAL FUND
Department	POLICE
Program	POLICE SERVICES

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	591,432	565,393	598,227	603,499	620,406	22,179	3.71%
410200	OVERTIME WAGES	2,948	-	300	-	300	-	0.00%
415000	EMPLOYEE BENEFITS	228,430	245,727	258,546	262,795	263,217	4,671	1.81%
<b>PERSONNEL EXPENSE Total</b>		<b>822,810</b>	<b>811,120</b>	<b>857,073</b>	<b>866,294</b>	<b>883,923</b>	<b>26,850</b>	<b>3.13%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	349	349	470	564	470	-	0.00%
420020	PROFESSIONAL SERVICES	16,415	18,928	19,380	19,305	20,600	1,220	6.30%
420040	LEASE / PURCHASE COPIER	6,011	5,533	6,100	4,818	6,100	-	0.00%
422000	MAINT.-OFFICE EQUIPMENT	256	-	500	-	500	-	0.00%
426000	RE-ACCREDITATION EXPENSE	4,695	4,695	5,600	4,695	5,600	-	0.00%
426100	L.E.A.D.S./P.I.M.S. PROGRAM	-	-	-	-	-	-	0.00%
426200	POLICE GRANT PROF. SERVICES	-	-	1,500	625	1,500	-	0.00%
426300	VEHICLE TOWING SERVICE	489	616	800	539	800	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	2,293	2,614	2,800	3,014	2,800	-	0.00%
428300	LIVESCAN COMMUNICATIONS LINE	2,891	5,592	1,200	1,100	1,200	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>33,399</b>	<b>38,327</b>	<b>38,350</b>	<b>34,660</b>	<b>39,570</b>	<b>1,220</b>	<b>3.18%</b>
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	291	190	300	167	400	100	33.33%
430230	SUPPLIES - OFFICE	8,096	3,557	8,000	8,790	8,000	-	0.00%
430250	SUPPLIES - OTHER THAN OFFICE	2,334	421	2,000	1,176	2,000	-	0.00%
<b>COMMODITIES Total</b>		<b>10,721</b>	<b>4,168</b>	<b>10,300</b>	<b>10,133</b>	<b>10,400</b>	<b>100</b>	<b>0.97%</b>
<b>OTHER EXPENSE</b>								
441000	INCIDENTALS	105	274	300	125	300	-	0.00%
442000	TRAINING	366	359	1,200	713	1,090	(110)	-9.17%
445000	CARE OF PRISONERS	1,136	466	1,500	1,470	1,500	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>1,607</b>	<b>1,099</b>	<b>3,000</b>	<b>2,308</b>	<b>2,890</b>	<b>(110)</b>	<b>-3.67%</b>
<b>Grand Total</b>		<b>868,538</b>	<b>854,714</b>	<b>908,723</b>	<b>913,395</b>	<b>936,783</b>	<b>28,060</b>	<b>3.09%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	POLICE
Program	POLICE SERVICES

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	598,227	620,406	22,179	3.7%
	<b>Subtotal</b>	<b>598,227</b>	<b>620,406</b>	<b>22,179</b>	<b>3.7%</b>
410200	OVERTIME WAGES				
	OVERTIME	300	300	-	0.0%
	<b>Subtotal</b>	<b>300</b>	<b>300</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	258,546	263,217	4,671	1.8%
	<b>Subtotal</b>	<b>258,546</b>	<b>263,217</b>	<b>4,671</b>	<b>1.8%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>857,073</b>	<b>883,923</b>	<b>26,850</b>	<b>3.1%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	MEMBERSHIPS				
	AMERICAN COUNSELING ASSOCIATION	190	190	-	0.0%
	ASSOCIATION OF POLICE SOCIAL WORKERS	60	60	-	0.0%
	ILLINOIS DEPARTMENT OF REGISTRATION (LICENSING)	120	120	-	0.0%
	ILLINOIS POLICE ACCREDITATION COALITION (IPAC)	100	100	-	0.0%
	<b>Subtotal</b>	<b>470</b>	<b>470</b>	<b>-</b>	<b>0.0%</b>
420020	PROFESSIONAL SERVICES				
	ANNUAL RANGE CLEANING AND VACUUMING	900	900	-	0.0%
	BARCODE EVIDENCE ANALYSIS STATISTICS AND TRACKING (BEAST) 2 LICENSES	2,850	2,850	-	0.0%
	CELLEBRITE ANNUAL SOFTWARE UPDATES	3,700	3,700	-	0.0%
	CRITICAL RESEARCH INVESTIGATION SOFTWARE ANNUAL FEE (INVESTIGATIONS)	445	445	-	0.0%
	LEADSONLINE (INVESTIGATIVE SOFTWARE)	2,465	2,465	-	0.0%
	MONTHLY FEE FOR ASSISTING WPD W/CRIMINAL INVESTIGATIONS AND BACKGROUND INVESTIGATIONS	4,420	5,640	1,220	27.6%
	REGULAR CLINICAL CONSULTATION AND AS NEEDED, LEGAL CONSULTS PROVIDED FOR SOCIAL SERVICES	1,600	1,600	-	0.0%
	TRANSPORTATION OF DECEASED TO COOK COUNTY MEDICAL EXAMINER FOR AUTOPSY	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>19,380</b>	<b>20,600</b>	<b>1,220</b>	<b>6.3%</b>
420040	LEASE / PURCHASE COPIER				
	COPY MACHINE LEASE	6,100	6,100	-	0.0%
	<b>Subtotal</b>	<b>6,100</b>	<b>6,100</b>	<b>-</b>	<b>0.0%</b>
422000	MAINT.-OFFICE EQUIPMENT				
	OTHER OFFICE EQUIPMENT MAINTENANCE INCLUDING LARGE ELECTRONIC FILE CABINETS, PAPER SHREDDERS, ETC.	300	300	-	0.0%
	TIME AND NUMBER STAMPING UNIT MAINTENANCE (BACK-UP IN EVENT OF A CAD FAILURE)	200	200	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
426000	RE-ACCREDITATION EXPENSE				
	ANNUAL FEE FOR COMMISSION ON ACCREDITATION FOR LAW ENFORCEMENT AGENCIES, INC (CALEA)	5,600	5,600	-	0.0%
	<b>Subtotal</b>	<b>5,600</b>	<b>5,600</b>	<b>-</b>	<b>0.0%</b>
426200	POLICE GRANT PROF. SERVICES				
	ALCOHOL & TOBACCO ENFORCEMENT PROGRAM- IL LIQUOR CONTROL COMMISSION (FUNDS RECOUPED)	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
426300	VEHICLE TOWING SERVICE				
	TOWING VEHICLES AT THE VILLAGE'S EXPENSE	800	800	-	0.0%
	<b>Subtotal</b>	<b>800</b>	<b>800</b>	<b>-</b>	<b>0.0%</b>
428020	TELEPHONE SERVICE - CELLULAR				
	CELL PHONE AND TABLET CHARGES	2,800	2,800	-	0.0%
	<b>Subtotal</b>	<b>2,800</b>	<b>2,800</b>	<b>-</b>	<b>0.0%</b>
428300	LIVESCAN COMMUNICATIONS LINE				
	MAINTAIN T-1 TELEPHONE LINE FOR LIVESCAN FINGERPRINTING	1,200	1,200	-	0.0%
	<b>Subtotal</b>	<b>1,200</b>	<b>1,200</b>	<b>-</b>	<b>0.0%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	POLICE
Program	POLICE SERVICES

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CONTRACTUAL SERVICES Total</b>		<b>38,350</b>	<b>39,570</b>	<b>1,220</b>	<b>3.2%</b>
<b>COMMODITIES</b>					
430050	UNIFORM EXPENSE				
	DATA ENTRY OPERATORS	300	400	100	33.3%
	<b>Subtotal</b>	<b>300</b>	<b>400</b>	<b>100</b>	<b>33.3%</b>
430230	SUPPLIES - OFFICE				
	CASH REGISTER RECEIPTS, CONSUMABLES FOR LIVESCAN AND SIMILAR SUPPLIES	500	500	-	0.0%
	COMPUTER, FAX, PRINTER AND MISC. SUPPLIES	1,000	1,000	-	0.0%
	MISC. OFFICE SUPPLIES SUCH AS PENCILS, PENS, MARKERS, FILE FOLDERS, INK PADS, MESSAGE PADS ETC.	1,000	1,000	-	0.0%
	PAPER STOCK FOR THE COPY MACHINE, PRINTING OF FORMS AND PAMPHLETS	1,700	1,700	-	0.0%
	PRINTING AND FORM PREPARATION CHARGES INCLUDING; LAYOUT, ART WORK, AND FIELD REPORTS	1,200	1,200	-	0.0%
	PROFESSIONAL PRINTING OF MISC. FORMS	1,400	1,400	-	0.0%
	SUPPLIES FOR DATA PROCESSING AND DIGITAL FORENSICS	1,200	1,200	-	0.0%
	<b>Subtotal</b>	<b>8,000</b>	<b>8,000</b>	<b>-</b>	<b>0.0%</b>
430250	SUPPLIES - OTHER THAN OFFICE				
	MISC SUPPLIES FOR SQUAD CARS INCLUDING CRIME SCENE TAPE, BLANKETS, TRAFFIC VESTS ETC.	500	500	-	0.0%
	PHOTOGRAPHIC SUPPLIES, DUPLICATE PHOTOGRAPHS FOR COURT, DVDS FOR COURT, BIKE STICKERS	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>10,300</b>	<b>10,400</b>	<b>100</b>	<b>1.0%</b>
<b>OTHER EXPENSE</b>					
441000	INCIDENTALS				
	OTHER INCIDENTALS	300	300	-	0.0%
	<b>Subtotal</b>	<b>300</b>	<b>300</b>	<b>-</b>	<b>0.0%</b>
442000	TRAINING				
	ADMINISTRATION MANAGER TRAINING	300	300	-	0.0%
	SOCIAL WORKER IN SERVICE TRAINING AT UNIVERSITY OF CHICAGO SUMMER INSTITUTE	260		(260)	#NULL!
	SOCIAL WORKER IN SERVICE TRAINING: BOOKS AND MANUALS	140	140	-	0.0%
	SOCIAL WORKER IN SERVICE TRAINING: RELEVANT TO COUNSELING OR CRISIS AND TRAUMA INTERVENTION	300	350	50	16.7%
	RECORDS MANAGEMENT - RECORDS RETENTION	200	200	-	0.0%
	CALEA ACCREDITATION MANAGER TRAINING		100	100	
	<b>Subtotal</b>	<b>1,200</b>	<b>1,090</b>	<b>(110)</b>	<b>-9.2%</b>
445000	CARE OF PRISONERS				
	FUNDS FOR PROPER MEDICAL CARE, FOOD, MEDICAL SUPPLIES AND BLOOD/URINE TESTS FOR PRISONERS	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>3,000</b>	<b>2,890</b>	<b>(110)</b>	<b>-3.7%</b>
<b>Grand Total</b>		<b>908,723</b>	<b>936,783</b>	<b>28,060</b>	<b>3.1%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Fund	GENERAL FUND
Department	POLICE
Program	PUBLIC SAFETY COMMUNICATIONS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	733,755	772,568	784,086	784,274	842,486	58,400	7.45%
410200	OVERTIME WAGES	77,339	55,081	64,000	65,304	64,000	-	0.00%
415000	EMPLOYEE BENEFITS	266,981	300,453	313,274	314,842	324,818	11,544	3.68%
<b>PERSONNEL EXPENSE Total</b>		<b>1,078,074</b>	<b>1,128,102</b>	<b>1,161,360</b>	<b>1,164,420</b>	<b>1,231,304</b>	<b>69,944</b>	<b>6.02%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	169	80	170	270	170	-	0.00%
420020	PROFESSIONAL SERVICES	267,805	256,923	274,568	312,978	282,500	7,932	2.89%
421510	CONTRACTUAL SOFTWARE SUPPORT	73,117	85,842	85,900	91,248	97,900	12,000	13.97%
422000	MAINT.-OFFICE EQUIPMENT	6,060	6,181	6,200	6,200	6,200	-	0.00%
422300	MAINT.-E-911 SYSTEM	35,342	25,355	18,350	18,000	24,300	5,950	32.43%
422600	NORCOM NETWORK EXPENSE	-	-	-	-	-	-	0.00%
426110	IWIN PROGRAM	7,617	7,617	8,000	7,905	8,000	-	0.00%
428105	COMPUTER COMMUNICATIONS - CAD	5,238	6,146	5,500	5,199	5,500	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>395,348</b>	<b>388,144</b>	<b>398,688</b>	<b>441,800</b>	<b>424,570</b>	<b>25,882</b>	<b>6.49%</b>
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	2,962	2,061	4,000	2,984	4,000	-	0.00%
<b>COMMODITIES Total</b>		<b>2,962</b>	<b>2,061</b>	<b>4,000</b>	<b>2,984</b>	<b>4,000</b>	<b>-</b>	<b>0.00%</b>
<b>OTHER EXPENSE</b>								
441000	INCIDENTALS	305	-	200	81	200	-	0.00%
442000	TRAINING	1,164	571	2,300	1,467	2,300	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>1,469</b>	<b>571</b>	<b>2,500</b>	<b>1,548</b>	<b>2,500</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>1,477,853</b>	<b>1,518,878</b>	<b>1,566,548</b>	<b>1,610,752</b>	<b>1,662,374</b>	<b>95,826</b>	<b>6.12%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	POLICE
Program	PUBLIC SAFETY COMMUNICATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	784,086	842,486	58,400	7.4%
	<b>Subtotal</b>	<b>784,086</b>	<b>842,486</b>	<b>58,400</b>	<b>7.4%</b>
410200	OVERTIME WAGES				
	OVERTIME	64,000	64,000	-	0.0%
	<b>Subtotal</b>	<b>64,000</b>	<b>64,000</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	313,274	324,818	11,544	3.7%
	<b>Subtotal</b>	<b>313,274</b>	<b>324,818</b>	<b>11,544</b>	<b>3.7%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>1,161,360</b>	<b>1,231,304</b>	<b>69,944</b>	<b>6.0%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	MEMBERSHIPS				
	ACUTE CARE EDUCATION SYSTEMS INC. (AED INSTRUCTOR CERTIFICATION)	75	75	-	0.0%
	INTERNATIONAL ASSOCIATION OF PUBLIC SAFETY COMMUNICATIONS OFFICIALS	95	95	-	0.0%
	<b>Subtotal</b>	<b>170</b>	<b>170</b>	<b>-</b>	<b>0.0%</b>
420020	PROFESSIONAL SERVICES				
	CONTRACT WITH RED CENTER FOR FIRE DISPATCH- BASED ON CALLS FOR SERVICE BILLED MONTHLY	266,568	274,200	7,632	2.9%
	SMART 911 SUBSCRIPTION	7,900	8,200	300	3.8%
	WEATHERTAP.COM SUBSCRIPTION. REAL TIME RADAR FOR COMMUNICATIONS	100	100	-	0.0%
	<b>Subtotal</b>	<b>274,568</b>	<b>282,500</b>	<b>7,932</b>	<b>2.9%</b>
421510	CONTRACTUAL SOFTWARE SUPPORT				
	9-1-1 MAINTENANCE AGREEMENT	9,400	14,800	5,400	57.4%
	CONTRACT WITH GLENVIEW / NEW WORLD FOR ANNUAL MAINTENANCE OF THE COMPUTER AIDED DISPATCH	74,400	76,000	1,600	2.2%
	SOCRATA REPORTING AND DATA ANALYTICS SOFTWARE - C.A.D. SOFTWARE SUPPORT	2,100	2,100	-	0.0%
	ACCIDENT INTEGRATION MODULE		5,000	5,000	
	<b>Subtotal</b>	<b>85,900</b>	<b>97,900</b>	<b>12,000</b>	<b>14.0%</b>
422000	MAINT.-OFFICE EQUIPMENT				
	SERVICE AGREEMENT FOR 3 POSITION RADIO CONSOLES	6,200	6,200	-	0.0%
	<b>Subtotal</b>	<b>6,200</b>	<b>6,200</b>	<b>-</b>	<b>0.0%</b>
422300	MAINT.-E-911 SYSTEM				
	AT&T ANNUAL MAINT PLAN FOR 911 SYSTEM (FIVE YEAR FIXED)	10,200	16,150	5,950	58.3%
	ICC DATABASE MAINTENANCE COSTS	3,150	3,150	-	0.0%
	LOW VOLTAGE- TELEPHONE LINES	5,000	5,000	-	0.0%
	<b>Subtotal</b>	<b>18,350</b>	<b>24,300</b>	<b>5,950</b>	<b>32.4%</b>
426110	IWIN PROGRAM				
	I.W.I.N. / CAD MOBILE PROGRAM-MAINTENANCE AND SUBSCRIBER FEE FOR 14 UNITS & INVESTIGATION COMPUTERS	8,000	8,000	-	0.0%
	<b>Subtotal</b>	<b>8,000</b>	<b>8,000</b>	<b>-</b>	<b>0.0%</b>
428105	COMPUTER COMMUNICATIONS - CAD				
	FIBER CONNECTION TO GLENVIEW	5,500	5,500	-	0.0%
	<b>Subtotal</b>	<b>5,500</b>	<b>5,500</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>398,688</b>	<b>424,570</b>	<b>25,882</b>	<b>6.5%</b>
<b>COMMODITIES</b>					
430050	UNIFORM EXPENSE				
	COMMUNICATIONS SUPERVISOR	500	500	-	0.0%
	TELECOMMUNICATORS SIX FT AND FIVE PT	3,500	3,500	-	0.0%
	<b>Subtotal</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE</b>					

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	POLICE
Program	PUBLIC SAFETY COMMUNICATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
441000	<b>INCIDENTALS</b>				
	MISC. ITEMS UTILIZED BY THE COMMUNICATIONS STAFF IN DAY-TO-DAY OPERATION FOR THE CENTER	200	200	-	0.0%
	<b>Subtotal</b>	<b>200</b>	<b>200</b>	<b>-</b>	<b>0.0%</b>
442000	<b>TRAINING</b>				
	ANNUAL NATIONAL EMERGENCY NUMBER ASSOCIATION (NENA) CONFERENCE SPRINGFIELD, IL TRAVEL AND TRAINING	800	800	-	0.0%
	RECERTIFICATIONS	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>2,300</b>	<b>2,300</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>2,500</b>	<b>2,500</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>1,566,548</b>	<b>1,662,374</b>	<b>95,826</b>	<b>6.1%</b>



**DATE:** August 2, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Kyle Murphy, Chief of Police

**SUBJECT:** Budget Justification Memo

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<b>Account Number(s)</b>	11434020-421510 11434020-422300
<b>Department</b>	Police
<b>Account Name(s)</b>	Contractual Software Support Maintenance E-911 System

### **Background**

In 2014, the Village purchased the existing E911 hardware and software used in the dispatching center. The Village signed a 5-year agreement for hardware and software support services with AT&T; the original agreement expired in May 2019. After lengthy negotiations between the Village and AT&T a contract extension was approved by the Village Board in March 2020 that provided the services through May 2021.

On January 26, 2021, the Village Board approved a contract with AT&T to upgrade and configure the current 9-1-1 telephone system to function on the Next Generation 9-1-1 (NG911) network.

### **Justification**

The contract with AT&T was approved on February 9, 2021 and caused an increase of \$5,400 in our operating budget for ongoing system software maintenance and an increase of \$6,000 in our operating budget for ongoing system hardware maintenance.

### **Alternative**

This is a critical service and has already been signed into agreement.



**DATE:** October 1, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Kyle Murphy, Chief of Police  
Brian Lambel, Fire Chief

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11434020-420020
<b>Department</b>	Police Communications
<b>Account Name</b>	Contract Fire Dispatch Services

### **Background**

The Wilmette Fire Department is one of fourteen member agencies of the Red Center Emergency Dispatch Center. Red Center consists of a total staff of 26 full time employees that provide 24 hour dispatch and alarm monitoring services. Red Center also serves as the headquarters and divisional dispatch center for Division 3 and the Mutual Aid Box Alarm System for the State of Illinois. All state wide emergency response is coordinated through Red Center. Red Center is governed by both the Joint Chiefs Authority and their Board of Directors. The Wilmette Fire Chief is a member of the Joint Chiefs Authority and Trustee Sheperd sits on the Board of Directors as well as the Budget Sub Committee. Red Center provides computer aided dispatch, CAD, as well as emergency medical dispatching, EMD. The collaboration of this organization and its member agencies allows the Wilmette Fire Department to provide the highest level of dispatch services available at a fraction of the cost. Individual agency cost are based on its percentage of total call volume for the center. Historically, the Wilmette Fire Department has approximately 3,000 annual calls, which make up 5.88% of the 52,014 calls for all member agencies. Wilmette is then charged based upon the annual percent of call volume.

**Justification**

The Red Center budget for 2022 is projected at \$4,660,772 and based upon the Village's anticipated usage is budgeting \$22,850 per month.

**Alternative**

Provide fire dispatch services through the Wilmette Police Department. Red Center and the Joint Chief Authority is currently exploring opportunities to increase revenue for the center. This would include providing dispatch services for additional municipalities as well as fire alarm monitoring fees. These initiatives would allow for a reduced member agency cost in the future without reduction in services or adding additional employees.





**DATE:** August 2, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Kyle Murphy, Chief of Police

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11434020-421510
<b>Department</b>	Police
<b>Account Name</b>	Contractual Software Support

### **Background**

In June of 2017, the Police Department updated their Tyler Technologies platform for records management. The Law Enforcement Records Management System (LERMS) database stores all police records, including citations, police reports, digital evidence, and motor vehicle crash reports. Currently, the department utilizes a separate entity, LexisNexis Risk Solutions, to generate and approve crash reports. This website does not integrate with the records management software, creating the need for manual entry of every crash report into LERMS.

### **Justification**

On average, the police department writes between 600-800 crash reports a year. In order to provide analysis on crash data, these reports need to be re-entered manually into LERMS. Each accident report has over 100 data fields that need to be entered, which takes ten minutes or more to complete. With Tyler Technologies eCrash software, the accidents entered by officers would automatically be merged into the records database, eliminating the need for duplicate entry. The estimated cost of this integration module would be \$5,000.

### **Alternative**

Continue to allocate significant staff time for data entry of accident reports.

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Fund	GENERAL FUND
Department	POLICE
Program	POLICE - CROSSING GUARDS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
410100	REGULAR WAGES	251,008	243,366	260,962	262,147	274,505	13,543	5.19%
415000	EMPLOYEE BENEFITS	20,049	20,548	21,812	19,903	22,946	1,134	5.20%
<b>PERSONNEL EXPENSE Total</b>		<b>271,056</b>	<b>263,914</b>	<b>282,774</b>	<b>282,050</b>	<b>297,451</b>	<b>14,677</b>	<b>5.19%</b>
COMMODITIES								
430050	UNIFORM EXPENSE	720	649	1,000	558	1,000	-	0.00%
430250	SUPPLIES - OTHER THAN OFFICE	-	-	500	181	500	-	0.00%
<b>COMMODITIES Total</b>		<b>720</b>	<b>649</b>	<b>1,500</b>	<b>739</b>	<b>1,500</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>271,776</b>	<b>264,563</b>	<b>284,274</b>	<b>282,789</b>	<b>298,951</b>	<b>14,677</b>	<b>5.16%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Department	POLICE
Program	POLICE - CROSSING GUARDS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
<b>410100</b>	<b>REGULAR WAGES</b>				
	PAYROLL	260,962	274,505	13,543	5.2%
	<b>Subtotal</b>	<b>260,962</b>	<b>274,505</b>	<b>13,543</b>	<b>5.2%</b>
<b>415000</b>	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	21,812	22,946	1,134	5.2%
	<b>Subtotal</b>	<b>21,812</b>	<b>22,946</b>	<b>1,134</b>	<b>5.2%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>282,774</b>	<b>297,451</b>	<b>14,677</b>	<b>5.2%</b>
<b>COMMODITIES</b>					
<b>430050</b>	<b>UNIFORM EXPENSE</b>				
	RAINCOATS, ORANGE SAFETY GLOVES AND OTHER HIGH VISIBILITY CLOTHING	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
<b>430250</b>	<b>SUPPLIES - OTHER THAN OFFICE</b>				
	PROVIDES HAND HELD STOP SIGNS, TRAFFIC VESTS AND NARROWCADES	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>284,274</b>	<b>298,951</b>	<b>14,677</b>	<b>5.2%</b>



# Engineering and Public Works

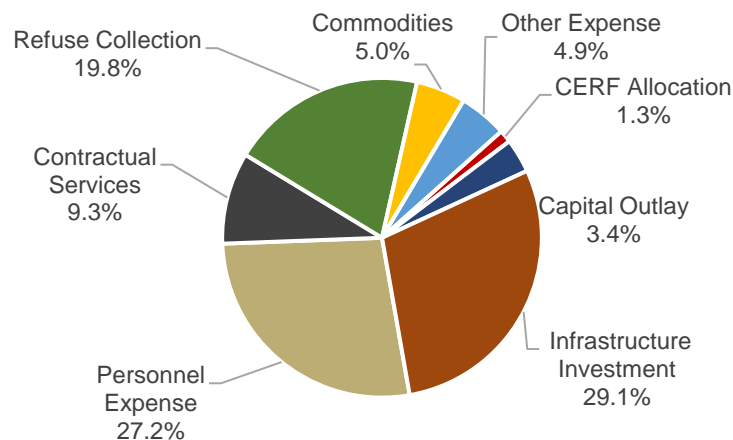
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Engineering	890,270	844,110	969,441	936,113	1,029,275	59,834
<i>Infrastructure Investment</i>	3,483,804	3,520,811	2,936,155	3,322,986	3,691,330	755,175
Buildings and Grounds	616,756	736,318	712,714	741,959	1,143,070	430,356
Streets	2,516,736	2,253,594	2,681,112	2,660,327	2,961,264	280,152
Refuse and Recycling	2,376,576	2,383,419	2,459,625	2,465,082	2,519,180	59,555
Street Lighting	385,831	328,544	367,844	362,128	472,283	104,439
Forestry	681,601	664,824	783,136	765,179	868,212	85,076
<b>TOTAL BUDGET</b>	<b>10,951,574</b>	<b>10,731,620</b>	<b>10,910,027</b>	<b>11,253,774</b>	<b>12,684,614</b>	<b>1,774,587</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense	3,050,498	3,059,825	3,321,805	3,309,688	3,448,705	126,900
Contractual Services	853,685	644,387	919,705	961,687	1,177,545	257,840
Refuse Collection	2,372,840	2,381,499	2,456,475	2,464,122	2,516,030	59,555
Commodities	533,096	541,772	546,710	578,279	636,569	89,859
Other Expense	622,531	580,307	556,117	605,994	617,450	61,333
CERF Allocation	-	-	159,860	-	159,860	-
Capital Outlay	35,119	3,019	13,200	11,018	437,125	423,925
<i>Infrastructure Investment</i>	3,483,804	3,520,811	2,936,155	3,322,986	3,691,330	755,175
<b>TOTAL BUDGET</b>	<b>10,951,574</b>	<b>10,731,620</b>	<b>10,910,027</b>	<b>11,253,774</b>	<b>12,684,614</b>	<b>1,774,587</b>





# Engineering and Public Works

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## BUDGET ANALYSIS

### Engineering

No significant budgetary changes in 2022

### Infrastructure Investment

The 2022 Budget breaks out the projected expense for the Village's infrastructure investment. This was previously denoted as the Engineering Dedicated Program. The Village's infrastructure investment is spread across three funds: General Fund, Capital Projects Fund, and Motor Fuel Tax Fund and is included in the Capital Projects section.

### Buildings and Grounds

Increase of \$15,500 for the replacement of a commercial power washing unit at the Public Works Facility. This is used to maintain the Village's fleet.

Increase of \$437,125 in capital building investment including interior flooring, garage floor coating, roof replacements, carpet replacement, window replacement at Fire Station #27 and masonry repairs and HVAC replacement at the Museum.

### Streets

\$51,680 for contractual snow removal services. This service level improvement will result in more timely snow clearing operations and improved roadway surface conditions. This service level change includes allowing the Village's contractor to apply salt immediately after they plow parking lots and cul-de-sacs allowing in-house crews to divert from main routes. This also adds plowing of alleys as a service that can be provided by the Village's contractor.

\$27,450 for increased landscape maintenance costs. This includes landscape maintenance (44 locations, 32-weeks), grass cutting services (29 locations, 21-weeks) and planting services (i.e. summer annuals, fall garden mums and wintergreens) for various public right-of-ways. This also adds specific native plant maintenance for Elmwood Dunes Preserve and prairie site installation at Lake and Laramie.

\$25,440 for salt purchases. This increase in price is due to the increase in commodity cost. It is staff's practice to maximize the on-hand capacity, approximately 1,000 tons, ahead of the upcoming winter season to prepare the Village to respond to winter events.

### Refuse and Recycling

The budget includes an increase of \$59,550 for landfill tipping fees. The Village disposes of approximately 8,500 tons of refuse material at the Glenview Transfer Station through the Solid Waste Agency of Northern Cook County (SWANCC). The Village pays its share based upon SWANCC operational expenses and total tonnage.

Both expenditures are built into the annual refuse collection fee paid by residents.



# Engineering and Public Works

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## **Street Lighting**

Increase includes \$15,990 for control cabinets that held to manage the Village's 2,453 streetlights. There are 89 control cabinets in the system with each cabinet accommodating up to four circuits. Many of the control cabinets date back to the system's origins (circa 1920) and contain components which are no longer manufactured. Staff has identified 27 control cabinets requiring replacement over ensuing years.

Increase includes \$84,750 for the painting and refurbishment of 90 light poles (55 no-lead, 35 lead paint) along Sheridan Rd. This was included in the Capital Improvement Program.

## **Forestry**

Increase of \$74,591 for tree pruning and removal services. The budget includes \$44,000 for the service level improvement of moving to a 6-year pruning cycle, 2,200 trees. This best practice is an improvement over the current 7-8-year cycle. The budget includes the contracting for small tree pruning at \$12,250, which would equal a 3-year cycle. In addition, there are additional funds for on-demand services, providing the Village better coverage in emergency situations.



# Engineering and Public Works

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## MISSION STATEMENT

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***

- Provides for the design and supervision of improvements to the Village's infrastructure, including:
  - Streets
  - Sewer and Water Mains
  - Traffic Signals
  - Sidewalks and Alleys
  - Streetlights
- Coordinate traffic and parking studies; and provide engineering assistance to other governmental agencies as required.
- Administers private property Grading and Drainage permits and right of way permits for work associated with private development or public utility improvements.

### ***Building and Grounds***

- Provides for all routine, preventative and emergency maintenance of Village owned buildings and grounds, including:
  - Village Hall
  - Police Station
  - Metra Station
  - Village Yard
  - Historical Museum
  - Fire Stations

### ***Streets***

- This program provides the following services:
  - 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***

- This program provides the Village's residential refuse, recycling and yard waste collection program, handled by a contractual service. This includes once per week refuse and recycling collection, and once per week yard waste collection for eight months of the year. The Village approved a three-year contract extension with



# Engineering and Public Works

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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 having been a 2.50% increase in 2021.

## ***Street Lighting***

- This program provides for the routine preventive maintenance and emergency repairs to the various street lighting systems in the Village. This includes 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.

## ***Forestry***

- This program provides the maintenance of public trees on parkways and Village property. Services include the removal of diseased trees, storm damage cleanup, and planting and trimming trees. This group monitors public and private trees for Dutch Elm disease, and Emerald Ash Borer infestations.





# Engineering and Public Works

## PERSONNEL

The Engineering and Public Works department has a total of 52.20 FTE's across its operational divisions. These positions are allocated to a variety of funds including the municipal garage fund and the water and sewer funds. In 2022 there are no significant staffing changes:

	2018	2019	2020	2021	2022
Engineering	6.25	7.50	8.45	7.45	7.45
Buildings and Grounds	3.00	3.00	3.00	3.50	3.50
Streets*	21.45	21.45	22.25	23.25	23.25
Municipal Garage**	6.00	6.00	6.00	6.00	6.00
Sewer Maintenance***	12.00	12.00	12.00	12.00	12.00
<b>TOTAL FTE's</b>	<b>48.70</b>	<b>49.95</b>	<b>51.70</b>	<b>52.20</b>	<b>52.50</b>

*\*Includes personnel allocations for Refuse and Recycling, Street Lighting, and Forestry*

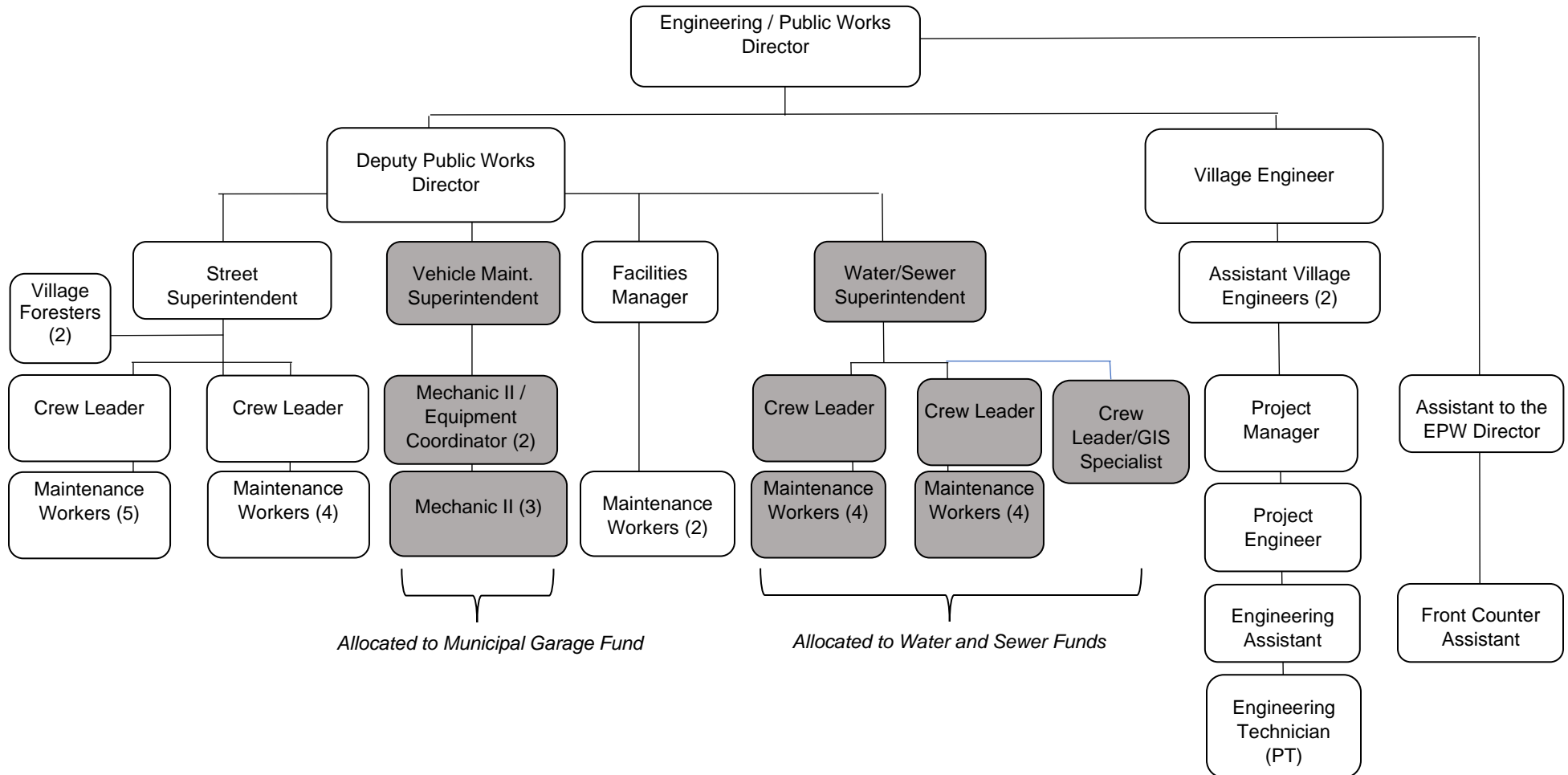
*\*\*Personnel are allocated to the Municipal Garage Fund*

*\*\*\*Personnel are allocated to the Water and Sewer Funds*

# Engineering and Public Works



## ORGANIZATIONAL CHART





# Engineering and Public Works

## PERFORMANCE MEASURES

	Goal	2020 Year End	2021				2021 Year End
			Q1	Q2	Q3	Q4	
<b>Engineering</b>							
<u>Initial Plan Reviews</u>							
Completed in 10 Days	95%	97%	100%	96%	-	-	97%
Number of Reviews		744	168	275	-	-	443
Number completed within 10 days		719	168	264	-	-	432
<u>Engineering Projects Resident Satisfaction Rating</u>							
Projects receiving "5" Excellent Rating	4						
Number of CIP Projects		4	N/A	N/A	-	-	-
Average Resident Satisfaction Rating		4.6	N/A	N/A	-	-	-
<u>CIP Projects Completed On-Time and Under Budget</u>							
	100%						
Number of CIP Projects		4	N/A	N/A	-	-	-
Number of CIP Projects On-Time		4	N/A	N/A	-	-	-
Number of CIP Projects under Budget		4	N/A	N/A	-	-	-
<b>Public Works</b>							
<u>Work Orders</u>							
% Completed within 5 days	95%	81%	91%	86%	91%		89%
Work Orders		3890	1228	1050	747		3025
# Completed within 5 days		3164	1112	908	677		2697
<u>Emergency Requests (After-Hours)</u>							
% Responded to within 1 hour	95%	100%	96%	87%	100%		93%
Emergency Service Requests (After-Hours)		128	48	45	18		111
# Responded to within 1 hour		128	46	39	18		103
<u>Snowplowing</u>							
% snow plowing completed passes (10 hours)	95%	67%	88%	N/A	N/A		88%
Number of Plowing Cycles		3	16	N/A	N/A		16
Cycles completed in 10 hours		2	14	N/A	N/A		14
<u>Street Lighting</u>							
% Streetlight problems repaired within 1 week	95%	93%	81%	100%	100%		88%
Number of Streetlight repairs		197	47	17	13		77
Repaired within 1 week		184	38	17	13		68
<u>Forestry (NEW)</u>							
Ratio of trees planted vs. trees removed	1.00	0.53*	-	3.05	-		1.13
Parkway Trees Removed		156	-	39	66		105
Parkway Trees Planted		82	-	119	-		119

\*The Village's Tree Planting Program was identified as a spend-down account to help offset the financial difficulties attributed to the COVID-19 Pandemic.



# Engineering and Public Works

## ACTIVITY MEASURES

	2018	2019	2020	2021
<b>Engineering</b>				
Grading Permits	193	200	240	322
Dumpster Permits	245	202	212	258
Right of Way Permits	320	332	350	406
Public Utility Permits	69	71	66	94
Inspections Made	1,554	2,368	2,045	1,500
Sidewalk Replacement (miles)	0.94	3.01	5.6	5.9 <sup>3</sup>
Curb and Gutter Replacement (miles)	1.38	3.27	4.25 <sup>2</sup>	7.69 <sup>3</sup>
Street Improvements (miles)	1.81	1.36	4.28 <sup>2</sup>	5.41 <sup>3</sup>
Alley Improvements (#)	4	5	3.5	4
Brick Street Renovation (# blocks)	1	1	-	1
Storm Sewer Construction (feet)	-	4,828 <sup>1</sup>	6,292 <sup>2</sup>	11,536 <sup>3</sup>
Pavement Maintenance (sf)	-	-	310,712	430,586
Sewer Pipe Repairs (feet)	295	339	330	330
Sewer Lining (feet) <sup>4</sup>	21,912	31,214	8,500	-
New Relief Sewer (combined) Installation (feet)	-	-	-	-
New Water Main Installation (feet)	-	3,735 <sup>1</sup>	7,264 <sup>2</sup>	721
Traffic Counts	84	70	56	58
Traffic Inquiries (Ped, Bike, Traffic)	22	28	24	21

<sup>1</sup>Increases are associated with Locust Road reconstruction and Phase 1a of Neighborhood Storage Project

<sup>2</sup>Increases are associated with Phase 1A, Phase 1 and Central Avenue Streetscape

<sup>3</sup>Increases are associated with Phase 1 and 2 and Central Avenue Streetscape

<sup>4</sup>The 2020 work included contract balances from 2019; the 2021 programmed project was delayed due to the financing approval process

<b>Streets</b>				
Street Salting Events	21	22	14	20
Street Plowing Events	9	10	4	12
Anti-icing Events (Liquid Salt Brine)	2	6	5	3
Residential Sidewalk Plowing Events	4	3	1	3



# Engineering and Public Works

	2018	2019	2020	2021
Commuter Sidewalk Salting Events	20	19	10	19
Alley Plowing Events	3	3	1	4
Cubic Yards of Leaves Collected	9,349	10,136	10,308	10,250
Miles of Streets Swept	1,668	2,184	2,288	2,100
Miles of Alleys Swept	24	84	74	75
Frequency of Public Parking Lots Swept	9	9	6	6
Total Number of Potholes Repaired	2,192	3,788	2,143	1,800
Signs Replaced (i.e. faded)	143	83	33	50
Traffic Counters Deployed	84	66	130	120
<b>Refuse and Recycling</b>				
Refuse Collected (tons)	8,705	8,374	9,484	8,950
Recycled Material Collected (tons)	3,905	3,826	3,932	3,800
Percentage of Solid Waste Recycled	30.97%	31.36%	29.31%	29.80%
Yard Waste Material (tons)*	498	662	820	760
Electronics Recycling (tons)**	6.30	46.07	44.77	52.00
Recycled Scrap Metal (pounds)	55,000	30,380	35,847	32,600
<b>Forestry</b>				
Tree Pruning, Contractual (7" DBH and >)	1,755	1,793	1,441	1,950
Tree Pruning, Contractual (Under 7" DBH)	0	0	0	335
Tree Pruning, In-House (Under 7" DBH)	875	702	567	1,324
Tree Removals (Contractual)	199	178	156	170
Tree Removals (In-House)	66	86	21	50
Trees Planted (Public)	265	262	82	267
Dutch Elm Disease Losses (Private)	44	51	30	32
Dutch Elm Disease Losses (Public)	21	18	17	20
Emerald Ash Borer Losses (Private)	21	18	20	20
Emerald Ash Borer Losses (Public)	39	22	10	15
<b>Street Lighting</b>				
Light Bulb Replacement	437	529	518	350

\*2019 was the first year of the curbside composting program and volumes are reported with yard waste material.

\*\*Electronics recycling began in November 2018 with a roll-off dumpster at Public Works Facility.



## Engineering and Public Works

	2018	2019	2020	2021
LED Luminaire Conversion <sup>1</sup>	-	11	40	40
Luminaire Replacement (Green Poles)	18	36	-	6
Rebuild Luminaires	23	19	-	10
Light Pole Knockdown <sup>2</sup>	8	6	4	3
Light Pole Replacement <sup>2</sup>	10	23	25	15
Painting (Green Poles) <sup>3</sup>	146	143	-	63
Cable Repairs	16	21	23	25
Control Cabinet Upgrade/Replacement	2	2	2	2

<sup>1</sup>Participation in ComEd Energy Efficiency incentive program for LED luminaire conversion.

<sup>2</sup>Beginning in 2019, streetlights were upgraded with LED luminaires at the time of replacement.

<sup>3</sup>For 2020, streetlight pole painting was identified as a spend-down account to help offset the financial difficulties attributed to the COVID-19 Pandemic. For 2021, 60 decorative black light poles located in the downtown and three decorative green poles at Veterans Park were painted as part of the streetscape improvement project



# Engineering and Public Works

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## OBJECTIVES AND ACCOMPLISHMENTS

### *Looking Forward: 2022 Objectives*

#### **Engineering**

- Design the road, alley and brick renovation programs by February 2022.
- Design the capital improvement and maintenance programs to provide financial flexibility by allowing the programs to be scaled up if the Village's financial position allows.
- Complete the three-year pavement condition survey of Village streets and develop a presentation for the Village Board in fall.
- Receive design approval from IDOT on the Skokie/Lake Intersection Improvement project.
- Work with the Programming Division of Cook County to develop an agreement allowing the Village to move forward with a Hibbard Road Reconstruction Phase I study in 2023.
- Commence the Phase II engineering design for Wilmette Avenue Resurfacing.
- Continue encouraging and educating residents about the Stormwater Incentive Program.
- Integrate alleys, roads and parking lots into Tyler Asset Management software.
- Successfully execute the third and final phase of the Neighborhood Storage Project at Thornwood Park.

#### **Public Works**

- Develop a plan to complete a Village-wide inventory of lead service lines. This inventory is mandated to be completed by April 15, 2024. The inventory will provide a baseline for the future development of a lead service line replacement program.
- Continue to pursue ComEd incentive opportunity for LED conversion of High Intensity Discharge (H.I.D.) luminaries.
- Perform thorough maintenance (i.e. preventative and restorative) and vacuum cleaning of green alley locations having concrete and permeable paver construction. Provide notification (spring and fall) to neighboring residents on good housekeeping practices to maintain drainage integrity and stormwater benefits.
- Working with IT, further advance MUNIS work order modules for the Water/Sewer and Street Divisions with the goal of incorporating asset management strategies to achieve operational efficiency.
- 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



# Engineering and Public Works

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phases are 1) Self-Assessment 2) Application 3) Improvement 4) Evaluation and 5) Accreditation.

- Continue landscape rehabilitation efforts of focal points along the Green Bay Road corridor, Linden Square, and the Edens Pollinator Corridor adjacent to the expressway. These installations will provide beautification and improved drainage. Pursue grant opportunities to help fund perennial plant installations.

## ***Reviewing the Year: 2021 Accomplishments***

### **Engineering**

- Design the road, alley and brick renovation programs and provide construction supervision in-house and bid the programs by February 2021.  
*The bid openings for the road, alley and brick programs were held in March 2021. The later than anticipated bid openings were primarily the result of adding sewer point repairs and one additional street to the road program. The alley and brick renovation bids were delayed due to needing more time to address drainage concerns of a "T" alley.*
- Design the capital improvement and maintenance programs to provide financial flexibility by allowing the programs to be scaled back in the second half of 2021 if needed.  
*This goal was achieved.*
- Complete the Central Avenue and Downtown Streetscape Project on time and under budget and with a focus on communication and customer service.  
*The Central Avenue and Downtown Streetscape Project is substantially completed under budget. While substantially complete, there were supply chain delays for materials associated with the traffic signals and festoon lighting in the downtown.*
- Complete a pavement condition survey of all alleys in summer 2021.  
*This goal was achieved.*
- Commence Phase II engineering design on the Skokie/Lake Intersection Improvement project in fall 2021.  
*The phase II design has been rescheduled to 2022.*
- Complete Phase II of Neighborhood Storage Project on time and under budget.  
*This goal has been met.*





# Engineering and Public Works

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- Continue encouraging and educating residents about the Stormwater Incentive Program.  
*An article was submitted to the Communicator describing the Stormwater Incentive Program. E-News and social media were also utilized to advertise the program.*
- Assist the Municipal Services Committee in reviewing the Village's existing sidewalk installation policy.  
*This goal was achieved. A public meeting with the Municipal Services Committee was held in July to modify the policy for new sidewalks.*

## **Public Works**

- Continue to pursue ComEd incentive opportunity for LED conversion of High Intensity Discharge (H.I.D.) luminaries.  
*This goal was achieved. In July, the Village Board approved the purchase of 40 LED streetlight luminaire heads to replace high intensity discharge bulbs as part of ComEd's Street Light LED Conversion Grant Program.*
- 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.  
*This goal was achieved. The Street and Water/Sewer Divisions work together to perform bi-annual cleaning of the green alleys as well as routine sweeping and inspections after rain events.*
- Further advance MUNIS work order modules for Street division, incorporate asset management strategies and operational efficiency.  
*This is an on-going effort with the Administrative Services Department.*
- Continue to work with the Administrative Services Department to further geographic information system (GIS) implementation and 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.  
*The Village's GIS data collection efforts focused on streetlighting attributes such as light fixture and pole types. Staff also collected data for fire hydrants, including year installed and manufacturer. In addition, staff performed a quality review of the existing paper water utility atlases versus GIS for over 50 locations. Staff was also trained and began correcting data attributes in the field while performing their day-today projects.*



# Engineering and Public Works

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- Continue 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.

*The Village is utilizing a college intern from Northern Illinois University to assist the Department with the self-assessment.*

- Continue landscape rehabilitation efforts of focal points along the Green Bay Road corridor, Linden Square, and the Edens Pollinator Corridor adjacent to the expressway. These installations will provide beautification and improved drainage. Pursue grant opportunities to help fund perennial plant installations.

*The Public Works Street Division continued efforts to rehab and improve focal corridors. Several dead trees and shrubs were removed from the Green Bay Road corridor and all planted areas receive routine maintenance to address weed growth. Public Works also planted nearly 2,000 plants in three new medians on Skokie Boulevard.*

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	ENGINEERING

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
410100	REGULAR WAGES	511,614	534,259	573,585	565,912	614,885	41,300	7.20%
410200	OVERTIME WAGES	44	-	500	-	500	-	0.00%
415000	EMPLOYEE BENEFITS	158,806	174,983	182,598	185,981	193,534	10,936	5.99%
CONTRACTUAL SERVICES								
420010	MEMBERSHIPS	2,593	2,585	3,470	3,250	3,595	125	3.60%
420020	PROFESSIONAL SERVICES	52,145	11,510	40,000	37,930	40,000	-	0.00%
420400	PLAN REVIEW SERVICES	66,204	45,210	60,000	55,000	60,000	-	0.00%
420410	NON-OPER. PLAN REVIEW & INSPEC	23,409	12,332	30,000	15,000	30,000	-	0.00%
422000	MAINT.-OFFICE EQUIPMENT	-	-	1,000	-	1,000	-	0.00%
422100	MAINT.-TRAFFIC SIGNALS	56,201	44,039	58,900	52,736	61,000	2,100	3.57%
428020	TELEPHONE SERVICE - CELLULAR	1,885	2,317	2,300	2,318	2,300	-	0.00%
COMMODITIES								
430230	SUPPLIES - OFFICE	1,930	1,624	2,100	1,880	2,200	100	4.76%
430250	SUPPLIES - OTHER THAN OFFICE	2,307	3,676	3,600	3,369	3,900	300	8.33%
OTHER EXPENSE								
440500	AUTOMOTIVE EXPENSE ALLOCATION	9,690	9,030	5,688	8,122	8,161	2,473	43.48%
441000	INCIDENTALS	1,553	1,600	1,800	1,581	1,900	100	5.56%
442000	TRAINING	1,889	945	3,900	3,034	6,300	2,400	61.54%
<b>Grand Total</b>		<b>890,270</b>	<b>844,110</b>	<b>969,441</b>	<b>936,113</b>	<b>1,029,275</b>	<b>59,834</b>	<b>6.17%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	ENGINEERING

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	573,585	614,885	41,300	7.2%
	<b>Subtotal</b>	<b>573,585</b>	<b>614,885</b>	<b>41,300</b>	<b>7.2%</b>
410200	OVERTIME WAGES				
	OVERTIME	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	182,598	193,534	10,936	6.0%
	<b>Subtotal</b>	<b>182,598</b>	<b>193,534</b>	<b>10,936</b>	<b>6.0%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>756,683</b>	<b>808,919</b>	<b>52,236</b>	<b>6.9%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	MEMBERSHIPS				
	AMERICAN PUBLIC WORKS ASSOCIATION GROUP (8)	1,400	1,400	-	0.0%
	AMERICAN SOCIETY OF CIVIL ENGINEERS (3)	825	825	-	0.0%
	AMERICAN WATER WORKS ASSOCIATION GROUP MEMBERSHIP	400	400	-	0.0%
	ILLINOIS ASSOCIATION FOR FLOODPLAIN AND STORMWATER MANAGEMENT (2)	50	50	-	0.0%
	ILLINOIS SOCIETY OF PROFESSIONAL ENGINEERS (1)	155	160	5	3.2%
	INSTITUTE FOR TRANSPORTATION ENGINEERS (2)	500	620	120	24.0%
	WATER ENVIRONMENT FEDERATION FOR PROJECT MANAGER	140	140	-	0.0%
	<b>Subtotal</b>	<b>3,470</b>	<b>3,595</b>	<b>125</b>	<b>3.6%</b>
420020	PROFESSIONAL SERVICES				
	VARIOUS PROFESSIONAL SERVICES INCLUDING, ENGINEERING, SURVEYING, TRAFFIC, GRANTS APPLICATIONS, ETC.	40,000	40,000	-	0.0%
	<b>Subtotal</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	<b>0.0%</b>
420400	PLAN REVIEW SERVICES				
	CONSULTANT COSTS FOR ENGINEERING GRADING AND DRAINAGE PERMIT REVIEWS FOR NEW HOMES AND COMMERCIAL DEVELOPMENT - EXPENSE IS REIMBURSED BY APPLICANTS	60,000	60,000	-	0.0%
	<b>Subtotal</b>	<b>60,000</b>	<b>60,000</b>	<b>-</b>	<b>0.0%</b>
420410	NON-OPER. PLAN REVIEW & INSPEC				
	DEVELOPMENT RELATED TRAFFIC STUDIES AND PLAN REVIEW/INSPECTION EXPENSES RELATED TO LARGE COMMERCIAL DEVELOPMENT (REIMBURSABLE PASS-THROUGH COST)	30,000	30,000	-	0.0%
	<b>Subtotal</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>0.0%</b>
422000	MAINT.-OFFICE EQUIPMENT				
	MAINTENANCE AND REPAIR OF PLOTTER	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
422100	MAINT.-TRAFFIC SIGNALS				
	EMERGENCY REPAIRS	12,500	12,500	-	0.0%
	PRE-EMPTION MAINTENANCE	4,100	5,000	900	22.0%
	REIMBURSEMENT TO COOK COUNTY FOR VILLAGE SHARE OF SIGNAL MAINTENANCE (5 TRAFFIC SIGNALS AND 4 FLASHING BEACONS)	15,700	16,500	800	5.1%
	LOCAL SIGNAL MAINTENANCE THROUGH CONTRACTUAL AGREEMENT (9 TRAFFIC SIGNALS, 7 FLASHING BEACONS, AND 2 RRFBS)	26,600	27,000	400	1.5%
	<b>Subtotal</b>	<b>58,900</b>	<b>61,000</b>	<b>2,100</b>	<b>3.6%</b>
428020	TELEPHONE SERVICE - CELLULAR				
	CELL PHONE AND TABLET CHARGES	2,300	2,300	-	0.0%
	<b>Subtotal</b>	<b>2,300</b>	<b>2,300</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>195,670</b>	<b>197,895</b>	<b>2,225</b>	<b>1.1%</b>
<b>COMMODITIES</b>					

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	ENGINEERING

		2021	2022		
<b>430230</b>	<b>SUPPLIES - OFFICE</b>				
	OFFICE SUPPLIES	1,300	1,400	100	7.7%
	TONER FOR NEW PLOTTER	800	800	-	0.0%
	<b>Subtotal</b>	<b>2,100</b>	<b>2,200</b>	<b>100</b>	<b>4.8%</b>
<b>430250</b>	<b>SUPPLIES - OTHER THAN OFFICE</b>				
	MATERIALS AND EQUIPMENT FOR SURVEYING AND CONSTRUCTION OPERATIONS. NO PARKING SIGNS, MARKING PAINT, LATHE, RIBBON, AND MEASURING EQUIPMENT SUCH AS MEASURING WHEELS AND TAPES. PERSONAL PROTECTIVE EQUIPMENT (PPE), SAFETY BOOTS, AND WILMETTE LOGO APPAREL	3,600	3,900	300	8.3%
	<b>Subtotal</b>	<b>3,600</b>	<b>3,900</b>	<b>300</b>	<b>8.3%</b>
<b>COMMODITIES Total</b>		<b>5,700</b>	<b>6,100</b>	<b>400</b>	<b>7.0%</b>
<b>OTHER EXPENSE</b>					
440500	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	5,688	8,161	2,473	43.5%
	<b>Subtotal</b>	<b>5,688</b>	<b>8,161</b>	<b>2,473</b>	<b>43.5%</b>
441000	<b>INCIDENTALS</b>				
	MISC. EXPENSES FOR FED EX CHARGES, PRINTING COSTS, MILEAGE REIMBURSEMENT, REFRESHMENTS FOR MEETINGS	1,800	1,900	100	5.6%
	<b>Subtotal</b>	<b>1,800</b>	<b>1,900</b>	<b>100</b>	<b>5.6%</b>
442000	<b>TRAINING</b>				
	CONTINUING EDUCATION FOR DIRECTOR'S PROFESSIONAL ENGINEERING LICENSE	250	250	-	0.0%
	CONTINUING EDUCATION FOR VILLAGE ENGINEER PROFESSIONAL ENGINEERING LICENSE	250	250	-	0.0%
	CONTINUING EDUCATION FOR PROJECT MANAGER AND PROJECT ENGINEER ENGINEERING LICENSE	500	400	(100)	-20.0%
	CONTINUING EDUCATION FOR ASST. ENGINEER (2) PROFESSIONAL ENGINEERING LICENSE	250	500	250	100.0%
	TRAINING FOR ENGINEERING ASSISTANT AND PT ENGINEERING TECHNICIAN	450	300	(150)	-33.3%
	APWA CONFERENCE - EPW DIRECTOR AND VILLAGE ENGINEER	2,200	4,600	2,400	109.1%
	<b>Subtotal</b>	<b>3,900</b>	<b>6,300</b>	<b>2,400</b>	<b>61.5%</b>
<b>OTHER EXPENSE Total</b>		<b>11,388</b>	<b>16,361</b>	<b>4,973</b>	<b>43.7%</b>
<b>Grand Total</b>		<b>969,441</b>	<b>1,029,275</b>	<b>59,834</b>	<b>6.2%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	BUILDINGS & GROUNDS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	188,248	225,105	231,166	233,499	217,470	(13,696)	-5.92%
410200	OVERTIME WAGES	11,803	6,381	10,580	10,400	10,580	-	0.00%
415000	EMPLOYEE BENEFITS	86,919	104,971	108,209	107,179	91,299	(16,910)	-15.63%
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	-	431	500	247	500	-	0.00%
421000	CONTRACTUAL SERVICES	81,789	91,529	91,000	88,009	95,500	4,500	4.95%
421125	CONTRACTUAL CUSTODIAL SERVICES	59,755	65,540	66,900	65,220	69,400	2,500	3.74%
423000	HEATING & A/C SYSTEM REPAIRS	42,976	41,428	53,000	60,500	53,000	-	0.00%
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	1,135	970	1,100	1,117	1,500	400	36.36%
430140	SUPPLIES - BUILDING	50,850	91,849	47,250	41,937	49,000	1,750	3.70%
430180	SUPPLIES - GROUNDS	2,838	2,062	2,500	2,564	2,800	300	12.00%
430270	SUPPLIES - PRINTING	4,432	1,360	6,000	4,315	6,000	-	0.00%
430350	BUILDING FURNITURE & REPAIRS	51,310	79,038	55,000	96,000	70,500	15,500	28.18%
430560	HEATING - GAS	23,312	15,209	25,000	18,139	25,000	-	0.00%
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	11,050	10,310	13,509	12,337	12,396	(1,113)	-8.24%
442000	TRAINING	340	135	1,000	496	1,000	-	0.00%
<b>CAPITAL OUTLAY</b>								
460600	BLDG. IMPROV. - VILLAGE HALL	-	-	-	-	77,000	77,000	0.00%
460700	BLDG. IMPROV. - PUBLIC WORKS	-	-	-	-	280,625	280,625	0.00%
460900	BLDG. IMPROV. - FIRE	-	-	-	-	27,000	27,000	0.00%
460950	BLDG. IMPROV. - OTHER	-	-	-	-	52,500	52,500	0.00%
<b>Grand Total</b>		<b>616,756</b>	<b>736,318</b>	<b>712,714</b>	<b>741,959</b>	<b>1,143,070</b>	<b>430,356</b>	<b>60.38%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	BUILDINGS & GROUNDS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	231,166	217,470	(13,696)	-5.9%
	<b>Subtotal</b>	<b>231,166</b>	<b>217,470</b>	<b>(13,696)</b>	<b>-5.9%</b>
410200	OVERTIME WAGES				
	OVERTIME	10,580	10,580	-	0.0%
	<b>Subtotal</b>	<b>10,580</b>	<b>10,580</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	108,209	91,299	(16,910)	-15.6%
	<b>Subtotal</b>	<b>108,209</b>	<b>91,299</b>	<b>(16,910)</b>	<b>-15.6%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>349,955</b>	<b>319,349</b>	<b>(30,606)</b>	<b>-8.7%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	MEMBERSHIPS				
	INTERNATIONAL FACILITIES MANAGEMENT ASSOCIATION	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
421000	CONTRACTUAL SERVICES				
	ANNUAL FIRE ALARM CERTIFICATION OF ALL BUILDINGS (CODE REQUIRED)	3,500	3,500	-	0.0%
	ANNUAL FIRE EXTINGUISHER INSPECTIONS (CODE REQUIRED)	1,600	1,600	-	0.0%
	ANNUAL FIRE SPRINKLER SYSTEM INSPECTIONS (CODE REQUIRED)	1,800	1,800	-	0.0%
	ANNUAL TESTING OF BACK FLOW PREVENTION DEVICES (CODE REQUIRED)- PUBLIC FACILITIES. TOTAL OF 36 RPZ DEVICES	4,500	4,500	-	0.0%
	AUTOMATIC DOOR OPERATOR INSPECTIONS AT VILLAGE HALL AND THE PUBLIC WORKS FACILITY	2,500	4,300	1,800	72.0%
	CARBON MONOXIDE AND NITROGEN MONITORING SYSTEM FOR FIRE STATION 26 AND PUBLIC WORKS FACILITY	1,500	1,500	-	0.0%
	ELEVATOR MAINTENANCE AGREEMENT	4,000	5,700	1,700	42.5%
	EXTERIOR WINDOW CLEANING ALL BUILDINGS	2,500	2,000	(500)	-20.0%
	FIRE ALARM AND SPRINKLER SYSTEM UPGRADES AND REPAIRS FOR ALL BUILDINGS EXCEPT THE WATER PLANT AND AS RECOMMENDED BY THE FIRE DEPT (NFPA STANDARDS)	6,500	6,000	(500)	-7.7%
	LICENSED ELECTRICAL & PLUMBING CONTRACTORS	8,200	4,500	(3,700)	-45.1%
	MAINTENANCE OF VARIOUS COMMERCIAL APPLIANCES AT PUBLIC FACILITIES (I.E. GAS RANGES AT FIRE STATION 26 & 27)	1,000	1,000	-	0.0%
	MISC. SERVICES SUCH AS PEST CONTROL, CARPET CLEANING ETC.	2,500	3,000	500	20.0%
	PAINTING	1,100		(1,100)	#NULL!
	QUARTERLY HVAC INSPECTIONS AND PREVENTATIVE MAINTENANCE	14,000	13,400	(600)	-4.3%
	ROOF MAINTENANCE EMERGENCY REPAIRS	20,000	20,000	-	0.0%
	MONITORING FEES FOR FIRE ALARM AND SECURITY (CAMERA), ACCESS CONTROL (KEY FOBS) AND ACCESS HOLD SYSTEMS IN VILLAGE BUILDINGS	8,235	10,900	2,665	32.4%
	LIGHT BULB (CFL) DISPOSAL FOR FACILITIES	565	300	(265)	-46.9%
	STAND-BY GENERATOR ANNUAL INSPECTIONS, PREVENTATIVE MAINTENANCE AND DEMAND REPAIRS FOR POLICE, FIRE & PUBLIC WORKS FACILITIES	7,000	11,500	4,500	64.3%
	<b>Subtotal</b>	<b>91,000</b>	<b>95,500</b>	<b>4,500</b>	<b>4.9%</b>
421125	CONTRACTUAL CUSTODIAL SERVICES				
	OUTSIDE CUSTODIAL SERVICE FOR THE VILLAGE HALL, POLICE DEPARTMENT, AND PUBLIC WORKS FACILITY	66,900	68,900	2,000	3.0%
	CUSTODIAL SUPPLIES		500	500	
	<b>Subtotal</b>	<b>66,900</b>	<b>69,400</b>	<b>2,500</b>	<b>3.7%</b>
423000	HEATING & A/C SYSTEM REPAIRS				
	MISC. SYSTEM REPAIRS FOR PUBLIC FACILITIES (I.E. VILLAGE HALL, POLICE DEPARTMENT, FIRE STATIONS 26 & 27, PUBLIC WORKS FACILITY AND HISTORICAL MUSEUM).	53,000	53,000	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	BUILDINGS & GROUNDS

		2021	2022		
<b>423000</b>	<b>Subtotal</b>	<b>53,000</b>	<b>53,000</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>211,400</b>	<b>218,400</b>	<b>7,000</b>	<b>3.3%</b>
<b>COMMODITIES</b>					
<b>430050</b>	<b>UNIFORM EXPENSE</b>				
	KNIT/TEE SHIRTS FOR 3 EMPLOYEES	180	400	220	122.2%
	SWEATSHIRTS	100	150	50	50.0%
	UNIFORM ALLOWANCE FOR FACILITIES SUPERVISOR	300	300	-	0.0%
	PERSONAL PROTECTIVE SAFETY EQUIPMENT (PPE)	120	150	30	25.0%
	UNIFORM ALLOWANCE FOR 2 FACILITIES MAINTAINERS	400	500	100	25.0%
	<b>Subtotal</b>	<b>1,100</b>	<b>1,500</b>	<b>400</b>	<b>36.4%</b>
<b>430140</b>	<b>SUPPLIES - BUILDING</b>				
	FIRST AID CABINET SUPPLIES (VILLAGE HALL, POLICE DEPT AND PUBLIC WORKS)	1,000	1,200	200	20.0%
	GENERAL MAINTENANCE AND HARDWARE SUPPLIES	5,000	5,300	300	6.0%
	LIGHT BULBS & ELECTRICAL SUPPLIES	4,250	4,500	250	5.9%
	MISCELLANEOUS SUPPLIES AS NEEDED	3,000	3,500	500	16.7%
	PAINTING SUPPLIES	2,500	2,500	-	0.0%
	PAPER GOODS (PAPER TOWELS, TOILET PAPER)	8,500	9,000	500	5.9%
	WATER AND SEWER BILLS (ALL VILLAGE BUILDINGS)	23,000	23,000	-	0.0%
	<b>Subtotal</b>	<b>47,250</b>	<b>49,000</b>	<b>1,750</b>	<b>3.7%</b>
<b>430180</b>	<b>SUPPLIES - GROUNDS</b>				
	MAINTENANCE SUPPLIES FOR CENTENNIAL FOUNTAIN AT VILLAGE HALL	500	200	(300)	-60.0%
	SUPPLIES TO PROVIDE SNOW AND ICE CONTROL AT VILLAGE FACILITIES (FRONT ENTRANCES AND SERVICING SIDEWALKS), INCLUDES DEICING SALT, SHOVELS AND SNOW BLOWERS	2,000	1,800	(200)	-10.0%
	MISC SUPPLIES FOR GROUNDS MAINTENANCE		800	800	
	<b>Subtotal</b>	<b>2,500</b>	<b>2,800</b>	<b>300</b>	<b>12.0%</b>
<b>430270</b>	<b>SUPPLIES - PRINTING</b>				
	OUTSOURCED PRINTING SUCH AS PERMIT FORMS, VOUCHER REQUESTS	6,000	6,000	-	0.0%
	<b>Subtotal</b>	<b>6,000</b>	<b>6,000</b>	<b>-</b>	<b>0.0%</b>
<b>430350</b>	<b>BUILDING FURNITURE &amp; REPAIRS</b>				
	FLOOR REPAIRS AND REPLACEMENT OF CARPET AS NEEDED	7,000	6,000	(1,000)	-14.3%
	REPAIRS NEEDED AT VILLAGE BUILDINGS EXCEPT WATER PLANT; APPROXIMATELY \$8,000 PER BLDG. (SIX TOTAL)	48,000	49,000	1,000	2.1%
	REPLACEMENT OF COMMERCIAL POWER WASHER UNIT AT THE PUBLIC WORKS FACILITY (TRUSS GARAGE)		15,500	15,500	
	<b>Subtotal</b>	<b>55,000</b>	<b>70,500</b>	<b>15,500</b>	<b>28.2%</b>
<b>430560</b>	<b>HEATING - GAS</b>				
	NATURAL GAS SUPPLY FOR VILLAGE HALL, PUBLIC WORKS FACILITY, FIRE STATION 26 & 27, PUMP STATION AND HISTORICAL MUSEUM	25,000	25,000	-	0.0%
	<b>Subtotal</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>136,850</b>	<b>154,800</b>	<b>17,950</b>	<b>13.1%</b>
<b>OTHER EXPENSE</b>					
<b>440500</b>	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	13,509	12,396	(1,113)	-8.2%
	<b>Subtotal</b>	<b>13,509</b>	<b>12,396</b>	<b>(1,113)</b>	<b>-8.2%</b>
<b>442000</b>	<b>TRAINING</b>				
	CLASSES SPONSORED BY THE INTERNATIONAL FACILITIES MANAGERS ASSOCIATION	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>14,509</b>	<b>13,396</b>	<b>(1,113)</b>	<b>-7.7%</b>
<b>CAPITAL OUTLAY</b>					
<b>460700</b>	<b>BLDG. IMPROV. - PUBLIC WORKS</b>				



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	BUILDINGS & GROUNDS

		2021	2022	
460700	PUBLIC WORKS FACILITY INTERIOR FLOORING (CIP PROJECT) (*RD*)		28,875	28,875
	GARAGE FLOOR COATING (CIP PROJECT) (*RD*)		68,250	68,250
	PUBLIC WORKS ROOF REPLACEMENT (CIP PROJECT) (*RD*)		183,500	183,500
	<b>Subtotal</b>		<b>280,625</b>	<b>280,625</b>
460600	<b>BLDG. IMPROV. - VILLAGE HALL</b>			
	VILLAGE HALL CARPET REPLACEMENT (CIP PROJECT) (*RD*)		77,000	77,000
	<b>Subtotal</b>		<b>77,000</b>	<b>77,000</b>
460900	<b>BLDG. IMPROV. - FIRE</b>			
	FIRE STATION #27 WINDOW REPLACEMENT (CIP PROJECT) (*RD*)		27,000	27,000
	<b>Subtotal</b>		<b>27,000</b>	<b>27,000</b>
460950	<b>BLDG. IMPROV. - OTHER</b>			
	MUSEUM MASONRY REPAIRS (CIP PROJECT) (*RD*)		21,000	21,000
	MUSEUM HVAC EQUIPMENT REPLACEMENT (CIP PROJECT) (*RD*)		31,500	31,500
	<b>Subtotal</b>		<b>52,500</b>	<b>52,500</b>
<b>CAPITAL OUTLAY Total</b>			<b>437,125</b>	<b>437,125</b>
<b>Grand Total</b>		<b>712,714</b>	<b>1,143,070</b>	<b>430,356 60.4%</b>



**DATE:** August 24, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

<b>Account Number</b>	11342035-430350
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Building Furniture and Repairs

### Background

This account provides funds for building repairs. This request is for replacement of the commercial power washer (wall-mounted) located in the truss garage at the Public Works Facility. The existing equipment is electric driven with a natural gas burner and rated at 1500 PSI. It was originally installed in the 1980's (30+ years of age) and has exceeded its expected useful life of 20 years.

### Justification

The power washer is routinely used by water/sewer and street division staff to clean vehicles after watermain breaks, sewer repairs and other maintenance activities that generate significant mud and general debris on the vehicles. It's a vital tool to help keep the vehicles and equipment clean and operating at optimal performance.

During the most recent service repair, staff was notified parts for the pump system and seal kits are no longer available from the manufacturer for servicing. This equipment supports cleaning and maintenance of the public works fleet and equipment. The projected replacement cost is based on recent price quotes obtained from an area vendor for a comparable unit (\$13,000) and includes installation (\$2,500).

Description	2021 Budget	2022 Budget	Increase	Account No.
Contractual Services	\$55,000	\$70,500	\$15,500	11342035-430350

### Alternative

While not recommended, defer project to a later year.

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	STREETS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	1,062,106	993,746	1,108,967	1,087,697	1,170,392	61,425	5.54%
410200	OVERTIME WAGES	104,696	76,664	93,860	110,118	93,860	-	0.00%
415000	EMPLOYEE BENEFITS	372,780	387,807	427,353	430,057	453,447	26,094	6.11%
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	2,490	2,301	3,085	2,206	3,085	-	0.00%
420020	PROFESSIONAL SERVICES	8,381	6,187	5,725	7,564	10,200	4,475	78.17%
420040	LEASE / PURCHASE COPIER	5,134	5,703	5,000	4,819	5,000	-	0.00%
421000	CONTRACTUAL SERVICES	53,658	18,377	40,150	47,310	31,800	(8,350)	-20.80%
421200	CONTRACTUAL SNOW REMOVAL	57,921	18,032	79,970	148,485	131,650	51,680	64.62%
423200	J.U.L.I.E. EXPENSE	8,371	8,736	8,170	8,170	9,985	1,815	22.22%
423300	LNDS CP&MAINT-PUB RIGHT-OF-WAYS	35,198	37,809	41,810	44,350	68,024	26,214	62.70%
426000	RE-ACCREDITATION EXPENSE	-	-	5,500	-	5,500	-	0.00%
427400	LEASE LEAF PACKERS	3,400	-	10,000	10,000	10,000	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	2,485	2,638	4,200	3,774	2,800	(1,400)	-33.33%
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	5,833	8,849	9,230	6,082	10,625	1,395	15.11%
430130	SUPPLIES - MISC. TOOLS & EQUIP	2,545	2,066	3,125	1,146	18,000	14,875	476.00%
430230	SUPPLIES - OFFICE	1,635	1,705	3,000	2,117	3,000	-	0.00%
430250	SUPPLIES - OTHER THAN OFFICE	1,832	1,295	1,000	885	1,000	-	0.00%
430410	MATERIALS - TRAFFIC SIGNS	16,131	13,616	16,400	14,408	17,400	1,000	6.10%
430420	MATERIALS - SALT	151,268	115,818	118,830	144,470	144,270	25,440	21.41%
430430	MATERIALS - STREET/LANDSCAPING	44,635	41,075	44,250	42,000	71,200	26,950	60.90%
430432	MATERIALS-LEAF PANS / BROOMS	-	-	11,000	11,000	11,000	-	0.00%
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	537,167	502,479	457,027	513,903	516,366	59,339	12.98%
441000	INCIDENTALS	1,327	431	1,300	1,397	1,300	-	0.00%
442000	TRAINING	2,494	5,697	8,300	6,236	10,000	1,700	20.48%
447050	N.I.P.S.T.A. CONTRIBUTION	1,500	1,500	1,500	1,500	1,500	-	0.00%
<b>CAPITAL OUTLAY</b>								
490450	OTHER EQUIP. - PUB. WORKS	33,751	1,063	12,500	10,633	-	(12,500)	-100.00%
<b>CERF ALLOCATION</b>								
448024	CAPITAL EQPT REPL FUND TRSR	-	-	159,860	-	159,860	-	0.00%
<b>Grand Total</b>		<b>2,516,736</b>	<b>2,253,594</b>	<b>2,681,112</b>	<b>2,660,327</b>	<b>2,961,264</b>	<b>280,152</b>	<b>10.45%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	STREETS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
<b>410100</b>	<b>REGULAR WAGES</b>				
	PAYROLL	1,108,967	1,170,392	61,425	5.5%
	<b>Subtotal</b>	<b>1,108,967</b>	<b>1,170,392</b>	<b>61,425</b>	<b>5.5%</b>
<b>410200</b>	<b>OVERTIME WAGES</b>				
	OVERTIME	93,860	93,860	-	0.0%
	<b>Subtotal</b>	<b>93,860</b>	<b>93,860</b>	<b>-</b>	<b>0.0%</b>
<b>415000</b>	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	427,353	453,447	26,094	6.1%
	<b>Subtotal</b>	<b>427,353</b>	<b>453,447</b>	<b>26,094</b>	<b>6.1%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>1,630,180</b>	<b>1,717,699</b>	<b>87,519</b>	<b>5.4%</b>
<b>CONTRACTUAL SERVICES</b>					
<b>420010</b>	<b>MEMBERSHIPS</b>				
	AMERICAN PUBLIC WORKS ASSOCIATION MEMBERSHIP FOR 5 EMPLOYEES	700	700	-	0.0%
	ILLINOIS FIRE APPARATUS AND MECHANICS ASSOCIATION MEMBERSHIP FOR 2 EMPLOYEES	80	80	-	0.0%
	ILLINOIS PUBLIC WORKS MUTUAL AID NETWORK	250	250	-	0.0%
	MUNICIPAL FLEET MANAGERS ASSOCIATION FOR VEHICLE MAINTENANCE SUPERVISOR	30	30	-	0.0%
	NATIONAL ARBOR DAY FOUNDATION	15	15	-	0.0%
	UTILITY GROUP MEMBERSHIP (50%) FOR AMERICAN WATER WORKS ASSOCIATION (AWWA) AND ILLINOIS CHAPTER	1,055	1,055	-	0.0%
	ILLINOIS DEPARTMENT OF AGRICULTURE PESTICIDE LICENSES (1 APPLICATOR, 3 OPERATORS)	195	195	-	0.0%
	INTERNATIONAL SOCIETY OF ARBORICULTURE, ILLINOIS ARBORIST ASSOCIATION (3 EMPLOYEES) AND SOCIETY OF MUNICIPAL ARBORISTS (2 EMPLOYEES)	760	760	-	0.0%
	<b>Subtotal</b>	<b>3,085</b>	<b>3,085</b>	<b>-</b>	<b>0.0%</b>
<b>420020</b>	<b>PROFESSIONAL SERVICES</b>				
	PARTICIPATION IN THE CHLORIDE REDUCTION WORKGROUP FOR THE CHICAGO AREA WATERWAY SYSTEM (CAWS)		2,000	2,000	
	AS REQUIRED BY THE IEPA				
	GPS FLEET MANAGEMENT - RECURRING MONTHLY FEES TO SUPPORT 35 VEHICLES AT PUBLIC WORKS AND 16 VEHICLES AT VILAGE HALL	5,725	8,200	2,475	43.2%
	<b>Subtotal</b>	<b>5,725</b>	<b>10,200</b>	<b>4,475</b>	<b>78.2%</b>
<b>420040</b>	<b>LEASE / PURCHASE COPIER</b>				
	COPY MACHINE LEASE	5,000	5,000	-	0.0%
	<b>Subtotal</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0.0%</b>
<b>421000</b>	<b>CONTRACTUAL SERVICES</b>				
	FENCE AND GUARD RAIL REPAIRS	1,750	1,750	-	0.0%
	HAULING AND DISPOSAL OF STREET SWEEPINGS/SPOIL (APPROX. 34 SEMI LOADS OR 680 YDS.)	15,300	15,300	-	0.0%
	HAZARDOUS WASTE DISPOSAL	400	400	-	0.0%
	MISCELLANEOUS REPAIRS	1,500	3,350	1,850	123.3%
	ORGANIC WEED CONTROL FOR PUBLIC WORKS FACILITY AND VILLAGE HALL GROUNDS - REQUIRES IRRIGATION SYSTEM (UP TO 5 APPLICATIONS TOTAL)	2,500	2,500	-	0.0%
	PARKWAY RESTORATION (TREE AND SNOW REMOVAL, APPROXIMATELY 900 YDS. OF SOD)	10,200		(10,200)	#NULL!
	SPRINKLER SYSTEM REPAIRS	4,000	4,000	-	0.0%
	TRAFFIC COUNTER REPAIRS	500	500	-	0.0%
	WEATHER WARNING SERVICE (WINTER AND RAIN/WIND STORM SEASONS)	4,000	4,000	-	0.0%
	<b>Subtotal</b>	<b>40,150</b>	<b>31,800</b>	<b>(8,350)</b>	<b>-20.8%</b>
<b>421200</b>	<b>CONTRACTUAL SNOW REMOVAL</b>				
	OPEN-UP PASSES FOR CUL-DE-SAC STREETS (120 EA.), SNOW EVENTS 2-4 INCHES, 2 AT \$2,995	5,990		(5,990)	#NULL!
	OPEN-UP PASSES FOR CUL-DE-SAC STREETS (120 EA.), SNOW EVENTS 4-8 INCHES, 1 AT \$4,020	4,020		(4,020)	#NULL!
	OPEN-UP PASSES FOR PARKING LOTS AND FACILITIES, SNOW EVENTS 2-4 INCHES, 2 AT \$236	475		(475)	#NULL!
	OPEN-UP PASSES FOR PARKING LOTS AND FACILITIES, SNOW EVENTS 4-8 INCHES, 1 AT \$300	300		(300)	#NULL!
	PARKING LOTS (4 EA.) AND FACILITIES (4 EA.), 2-4 INCHES SNOW ACCUMULATION, 9 EVENTS AT \$704 EA.	1,770	6,337	4,567	258.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	STREETS

		2021	2022		
<b>421200</b>	<b>CUL-DE-SAC STREETS (120 EA.), 2-4 INCHES SNOW ACCUMULATION, 4 EVENTS AT \$7,487 EA.</b>	22,460	29,948	7,488	33.3%
	PARKING LOTS (4 EA.) AND FACILITIES (4 EA.), 8+ INCHES SNOW ACCUMULATION, 1 EVENT AT \$1,260	1,080	1,260	180	16.7%
	CARRIAGE SIDEWALKS FOR CUL-DE-SAC STREETS (40 EA.), 4-8 INCHES SNOW ACCUMULATION, 4 EVENTS AT \$1,120 EA.	2,235	4,480	2,245	100.4%
	CUL-DE-SAC STREETS (120 EA.), 8+ INCHES SNOW ACCUMULATION, 1 EVENT AT \$13,660	13,660	13,660	-	0.0%
	CARRIAGE SIDEWALKS FOR CUL-DE-SAC STREETS (40 EA.), 8+ INCHES SNOW ACCUMULATION, 1 EVENT AT \$1,505	1,505	1,505	-	0.0%
	CONTRACTUAL SNOW HAULING WITH SEMI-TRAILERS (CENTRAL BUSINESS DISTRICT AREAS), APPROXIMATELY 24 HOURS AT \$150 PER HOUR	4,875	3,600	(1,275)	-26.2%
	PARKING LOTS (4 EA.) AND FACILITIES (4 EA.), 4-8 INCHES SNOW ACCUMULATION, 2 EVENTS AT \$900 EA.	1,500	1,800	300	20.0%
	CUL-DE-SAC STREETS (120 EA.), 4-8 INCHES SNOW ACCUMULATION, 2 EVENTS AT \$10,050 EA.	20,100	20,100	-	0.0%
	PARKING LOTS (4 EA.) AND FACILITIES (4 EA.), SALTING APPLICATION, 7 EVENTS AT \$230 EA.		1,610	1,610	
	CUL-DE-SAC STREETS (120 EA.) SALTING APPLICATION, 7 EVENTS AT \$2,450 EA.		17,150	17,150	
	ALLEYS, 8+ INCHES SNOW ACCUMULATION, 1 EVENT AT \$7,800		7,800	7,800	
	ALLEYS, 4-8 INCHES SNOW ACCUMULATION, 2 EVENTS AT \$4,200 EA.		8,400	8,400	
	ALLEYS, 2-4 INCHES SNOW ACCUMULATION 4 EVENTS AT \$3,500 EA.		14,000	14,000	
	<b>Subtotal</b>	<b>79,970</b>	<b>131,650</b>	<b>51,680</b>	<b>64.6%</b>
<b>423200</b>	<b>J.U.L.I.E. EXPENSE</b>				
	ANNUAL COST FOR JOINT UTILITY LOCATING INFORMATION FOR EXCAVATION (JULIE) NOTIFICATIONS (APPROXIMATELY 6,200 REQUESTS ANNUALLY) -WATER TRANSMISSION MAINS (APPROXIMATELY 1,700 REQUESTS PER YEAR)	8,170	9,985	1,815	22.2%
	<b>Subtotal</b>	<b>8,170</b>	<b>9,985</b>	<b>1,815</b>	<b>22.2%</b>
<b>423300</b>	<b>LNDSCP&amp;MAINT-PUB RIGHT-OF-WAYS</b>				
	LANDSCAPE MAINTENANCE AT LAKE AND LARAMIE PRAIRIE SITE (INSTALLED IN 2019)	950	6,690	5,740	604.2%
	LANDSCAPE MAINTENANCE OF THE ELMWOOD DUNES PUBLIC RIGHT-OF-WAY	4,500	12,720	8,220	182.7%
	RESTORATION AND MAINTENANCE OF VEGETATION IN DETENTION BASIN AT PUBLIC WORKS FACILITY	3,950	3,950	-	0.0%
	LANDSCAPE MAINTENANCE AT 56 PUBLIC RIGHT OF WAY LOCATIONS (32-WEEKS) AND GRASS CUTTING SERVICES AT 29 PUBLIC RIGHT OF WAY LOCATIONS (21-WEEKS). ALSO INCLUDES COST FOR INSTALLATION OF ANNUALS, GARDEN MUMS AND WINTER EVERGREENS.	32,410	37,164	4,754	14.7%
	EDENS POLLINATOR CORRIDOR (CIP PROJECT) (*RD*)		7,500	7,500	
	<b>Subtotal</b>	<b>41,810</b>	<b>68,024</b>	<b>26,214</b>	<b>62.7%</b>
<b>426000</b>	<b>RE-ACCREDITATION EXPENSE</b>				
	ACCREDITATION EXPENSE (YEAR 1 OF 2)	5,500	5,500	-	0.0%
	<b>Subtotal</b>	<b>5,500</b>	<b>5,500</b>	<b>-</b>	<b>0.0%</b>
<b>427400</b>	<b>LEASE LEAF PACKERS</b>				
	LEASED VACUUM TRUCKS AS CONTINGENCY TO SUPPORT LEAF COLLECTION OPERATIONS	10,000	10,000	-	0.0%
	<b>Subtotal</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0.0%</b>
<b>428020</b>	<b>TELEPHONE SERVICE - CELLULAR</b>				
	CELL PHONE AND TABLET CHARGES	4,200	2,800	(1,400)	-33.3%
	<b>Subtotal</b>	<b>4,200</b>	<b>2,800</b>	<b>(1,400)</b>	<b>-33.3%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>203,610</b>	<b>278,044</b>	<b>74,434</b>	<b>36.6%</b>
<b>COMMODITIES</b>					
<b>430050</b>	<b>UNIFORM EXPENSE</b>				
	PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR 10 MAINTENANCE WORKERS AND THREE SUPERVISORY STAFF	1,515	1,725	210	13.9%
	PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR 11 SEASONAL EMPLOYEES (SIX LEAF COLLECTORS, THREE LANDSCAPE ASSISTANTS AND TWO GIS INTERNS)	550	600	50	9.1%
	UNIFORM ALLOWANCE FOR 10 MAINTENANCE WORKERS AND 3 SUPERVISORY STAFF AT \$250 EA.	3,250	3,250	-	0.0%
	UNIFORM RENTAL CHARGES FOR 8 MAINTENANCE WORKERS AND 2 CREW LEADERS	400	1,000	600	150.0%
	WILMETTE LOGO SHIRTS AND HATS FOR 11 SEASONAL EMPLOYEES (SIX LEAF COLLECTORS, THREE LANDSCAPE ASSISTANTS, TWO GIS INTERNS)	715	750	35	4.9%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	STREETS

		2021	2022		
430050	WILMETTE LOGO SHIRTS AND HATS FOR 17 FTE (FOUR ADMINISTRATION, THREE SUPERVISORS AND 10 MAINTENANCE WORKERS)	2,800	3,300	500	17.9%
	<b>Subtotal</b>	<b>9,230</b>	<b>10,625</b>	<b>1,395</b>	<b>15.1%</b>
430130	<b>SUPPLIES - MISC. TOOLS &amp; EQUIP</b>				
	REPLACEMENT OF TOOLS AND SMALL EQUIPMENT	3,125	5,500	2,375	76.0%
	REPLACEMENT SNOW PLOWS		12,500	12,500	
	<b>Subtotal</b>	<b>3,125</b>	<b>18,000</b>	<b>14,875</b>	<b>476.0%</b>
430230	<b>SUPPLIES - OFFICE</b>				
	OFFICE SUPPLIES, INCLUDES: PENS, PENCILS, MARKERS, BINDERS, FILE FOLDERS, PAPER PRODUCTS, TAPE, CORRECTION FLUID, PAPER CLIPS, POST-IT NOTES, TABS, ETC.	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
430250	<b>SUPPLIES - OTHER THAN OFFICE</b>				
	MISC. SUPPLIES SUCH AS MAPS, BUSINESS CARDS, TIME CARDS, RESIDENT SURVEYS, KEYS, ETC.	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
430410	<b>MATERIALS - TRAFFIC SIGNS</b>				
	ALUMINUM SHEETING, SIGN FACES, SIGNS, SIGN POSTS, BANDING, ETC.	7,700	7,900	200	2.6%
	NO PARKING SIGNS FOR NORTHWESTERN UNIVERSITY FOOTBALL GAMES	800	900	100	12.5%
	REPLACEMENT OF PLASTIC SIGNS AND SIGN FACES FOR THE ANNUAL LEAF COLLECTION PROGRAM	3,400	3,500	100	2.9%
	REPLACEMENT OF REGULATORY SIGNS	3,000	3,300	300	10.0%
	REPLACEMENT OF STREET AND PARKING SIGNS	1,500	1,800	300	20.0%
	<b>Subtotal</b>	<b>16,400</b>	<b>17,400</b>	<b>1,000</b>	<b>6.1%</b>
430420	<b>MATERIALS - SALT</b>				
	960 TONS ORDERED FROM JOINT PURCHASE AGREEMENTS AND STATE OF ILLINOIS (CMS)	49,382		(49,382)	#NULL!
	9,600 GALLONS OF LIQUID DEICER, SUCH AS CALCIUM CHLORIDE (I.E. BEET HEET PRODUCT), AT \$1.50 PER GALLON	13,920	14,400	480	3.4%
	1,800 TONS OF BULK ROCK SALT ORDERED THROUGHT THE LAKE COUNTY (IL) JOINT PURCHASE AGREEMENT	55,528	129,870	74,342	133.9%
	<b>Subtotal</b>	<b>118,830</b>	<b>144,270</b>	<b>25,440</b>	<b>21.4%</b>
430430	<b>MATERIALS - STREET/LANDSCAPING</b>				
	LANDSCAPE INSTALL AT SKOKIE MEDIANS (BETWEEN LAKE AVE AND ILLINOIS RD)	3,500		(3,500)	#NULL!
	MISCELLANEOUS SUPPLIES	2,400	3,000	600	25.0%
	PLANT MATERIAL FOR ONGOING LANDSCAPE IMPROVEMENTS (I.E. PERENNIALS AND SHRUBS FOR LANDSCAPE BEDS)	2,500	6,500	4,000	160.0%
	SEASONAL PLANT MATERIAL FOR VARIOUS LANDSCAPE BEDS (I.E. SPRING ANNUALS, FALL MUMS, WINTER GREENS, ETC.)	2,500	1,500	(1,000)	-40.0%
	STREETSCAPE FURNITURE AND MAINTENANCE - PURCHASE AND REPLACEMENT OF APPROXIMATELY 15 ITEMS EACH YEAR (I.E. TRASH RECEPTACLES, BENCHES AND BIKE RACKS)	8,000	8,000	-	0.0%
	TOPSOIL, CRUSHED STONE, SAND, MULCH, GRASS SEED, SOD, ETC.	3,750	3,800	50	1.3%
	TRAFFIC CONTROL DEVICES (I.E. SAFETY CONES, BARRICADES, WORK ZONE SIGNS ETC.)	2,700	3,000	300	11.1%
	UPM COLD PATCH MATERIAL FOR POT HOLE REPAIRS (APPROXIMATELY 100 TONS AT \$150 PER TON)	15,000	15,000	-	0.0%
	HOT ASPHALT MATERIAL FOR STREET AND ALLEY REPAIRS (I.E. SURFACE AND BINDER MATERIALS) - APPROXIMATELY 80 TONS OF MATERIAL	3,900	5,200	1,300	33.3%
	STREETSCAPE FURNITURE (CIP PROJECT) (*RD*)		25,200	25,200	
	<b>Subtotal</b>	<b>44,250</b>	<b>71,200</b>	<b>26,950</b>	<b>60.9%</b>
430432	<b>MATERIALS-LEAF PANS / BROOMS</b>				
	PURCHASE OF ONE STEEL LEAF PAN	11,000	11,000	-	0.0%
	<b>Subtotal</b>	<b>11,000</b>	<b>11,000</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>206,835</b>	<b>276,495</b>	<b>69,660</b>	<b>33.7%</b>
<b>OTHER EXPENSE</b>					
440500	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	457,027	516,366	59,339	13.0%
	<b>Subtotal</b>	<b>457,027</b>	<b>516,366</b>	<b>59,339</b>	<b>13.0%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	STREETS

		2021	2022		
<b>441000</b>	<b>INCIDENTALS</b>				
	MISCELLANEOUS ITEMS SUCH AS MAILING DUTCH ELM SAMPLES, SHIPPING FEES, COURIER FEES, ETC.	1,300	1,300	-	0.0%
	<b>Subtotal</b>	<b>1,300</b>	<b>1,300</b>	<b>-</b>	<b>0.0%</b>
<b>442000</b>	<b>TRAINING</b>				
	DEPUTY DIRECTOR LOCAL TRAINING	250	200	(50)	-20.0%
	DIRECTOR LOCAL TRAINING	400	400	-	0.0%
	SUPERVISOR - NORTH AMERICAN SNOW CONFERENCE	1,800	1,500	(300)	-16.7%
	TRAINING IN SNOW PLOW OPERATIONS, TRAFFIC SIGN REGULATIONS, ETC. FOR 13 EMPLOYEES (THREE SUPERVISORS, TEN MAINTENANCE WORKERS)	3,425	5,900	2,475	72.3%
	TRAVEL/TRAINING REIMBURSEMENT	500	500	-	0.0%
	SUPERVISOR TRAINING - LEADERSHIP AND PROFESSIONAL DEVELOPMENT	1,925	1,500	(425)	-22.1%
	<b>Subtotal</b>	<b>8,300</b>	<b>10,000</b>	<b>1,700</b>	<b>20.5%</b>
<b>447050</b>	<b>N.I.P.S.T.A. CONTRIBUTION</b>				
	MEMBERSHIP DUES FOR THE NORTHEASTERN ILLINOIS PUBLIC SAFETY TRAINING ACADEMY (NIPSTA)	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>468,127</b>	<b>529,166</b>	<b>61,039</b>	<b>13.0%</b>
<b>CAPITAL OUTLAY</b>					
<b>490450</b>	<b>OTHER EQUIP. - PUB. WORKS</b>				
	REPLACEMENT SNOW PLOWS	12,500		(12,500)	#NULL!
	<b>Subtotal</b>	<b>12,500</b>		<b>(12,500)</b>	<b>#NULL!</b>
<b>CAPITAL OUTLAY Total</b>		<b>12,500</b>		<b>(12,500)</b>	<b>#NULL!</b>
<b>CERF ALLOCATION</b>					
<b>448024</b>	<b>CAPITAL EQPT REPL FUND TRSR</b>				
	CAPITAL EQUIPMENT REPLACEMENT FUND TRANSFER	159,860	159,860	-	0.0%
	<b>Subtotal</b>	<b>159,860</b>	<b>159,860</b>	<b>-</b>	<b>0.0%</b>
<b>CERF ALLOCATION Total</b>		<b>159,860</b>	<b>159,860</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>2,681,112</b>	<b>2,961,264</b>	<b>280,152</b>	<b>10.4%</b>



**DATE:** August 25, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11233030-421200
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Contractual Snow Removal

### **Background**

This account provides funds for contractual assistance with snow and ice control and includes plowing of 120 cul-de-sac streets (and carriage sidewalks) and 12 parking lots. The Village's existing contract includes tiered pricing based on actual number of events (completed passes) and snow accumulation (2-4, 4-8 and 8+ inches). Funds are also available for leasing semi-trailer units for snow hauling in business district areas. On average, the Village experiences seven plow events over the course of each winter season.

### **Justification**

This request improves the level of service for snow and ice control operations. The contractual plowing of alleys will coincide with plowing of side streets (2.00 inches snow accumulation), resulting in more timely snow clearing operations. This translates to improved roadway surface conditions, supporting safer ingress and egress for residents and solid waste collection throughout the winter season. Likewise, the contractor will be equipped to apply salt immediately after they plow parking lots and cul-de-sac streets. In-house crews will no longer need to be diverted from dedicated snow priorities (i.e. arterial streets, side streets, business districts and priority walking routes) to apply salt behind the contractor.

The Village Board approved contract amendments on February 23, 2021 and March 23, 2021 to expand the menu of snow services, allowing staff greater flexibility to assign tasks to the contractor, which translates to more timely service to residents. It also provides opportunity to distribute a portion of the increased workload during heavy snow



accumulation events when service demands are greatest. Specifically, this included the addition of plowing alleys (2-4, 4-8 and 8+ inches), salting of parking lots and cul-de-sac streets and a pre-determined rate schedule for demand hourly work. The requested increase of \$51,680 incorporates use of these services based historical averages.

Description	2021 Budget	2022 Budget	Increase	Account No.
Contractual Snow Removal	\$79,970	\$131,650	\$51,680	11233030-421200

Denoted in the table below is a breakdown of the requested increase.

Activity	No. of Events	Unit Cost	Extended Cost
Plowing Alleys (18 miles)*	7	\$4,314	\$30,200
Salting Cul-de-sacs (120 ea.)	7	\$2,450	\$17,150
Salting Parking Lots (12 ea.)	7	\$230	\$1,610
Demand Hourly Services	12 (hrs.)	\$225	\$2,720
<b>Subtotal</b>			<b>\$51,680</b>

*\*Average unit cost (2-4, 4-8 and 8+ inches snow accumulation)*

### Alternative

Reduce funding to reflect expanded menu of services on a trial basis only. However, the contractor has requested a commitment from the Village ahead of the winter season to secure additional resources to uphold the existing services provided to the Village and accommodate the expanded menu of snow services on a concurrent basis. The Village will not likely achieve desired results with a smaller pool of contractual resources.



**DATE:** August 30, 2021  
**TO:** Michael Braiman, Village Manager  
**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works  
**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11233030-423300
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Landscape & Maintenance -Public Right-of-Ways

### Background

This account provides funds for contractual assistance with landscape maintenance (44 locations, 32-weeks), grass cutting services (29 locations, 21-weeks) and planting services (i.e. summer annuals, fall garden mums and wintergreens) for various public right-of-ways (contract no. 19016-02). It also provides funds for native maintenance of the Elmwood Dunes Preserve and prairie site installation at Lake and Laramie.

### Justification

For 2022, staff requests an increase of \$27,450 which can be attributed to the following:

Description	2021 Budget	2022 Proposed	Increase
Prairie at Lake and Laramie	\$950	\$6,690	\$5,740
Retention Basin at Public Works	\$3,950	\$3,950	\$0
Elmwood Dunes Preserve	\$4,500	\$12,720	\$8,220
Landscape Maintenance Contract	\$32,410	\$45,900	\$13,490
<b>Subtotals</b>	<b>\$41,810</b>	<b>\$69,260</b>	<b>\$27,450</b>

For the prairie site at Lake and Laramie Avenues, the increase (\$5,740) reflects active management (three site visits), unlike previous, which included site inspections with maintenance recommendations. Active management is necessary to maintain established native prairie plant installations.

For the Elmwood Dunes Preserve, the increase (\$8,220) reflects two site inspections and seven site visits for active management. Quarterly inspections and maintenance were programmed previously, however, they were deemed inadequate to maintain an aesthetically pleasing native landscape and stay on top of weed growth. The additional active management site visits will also help to restore lost native plantings over the past

few years.

Lastly, for the landscape maintenance contract, staff requests an increase of \$13,490 which adds 12 locations to the existing maintenance contract for landscape services (32-weeks). This includes the Skokie medians plantings, rain gardens at Lavergne and Washington Avenues, Fire Stations 26 and 27, Village Hall, Historical Museum, Central Avenue new construction (rain gardens at five locations) and Downtown Business District (Streetscape Improvements Project-new additions). The Fire Stations (26 & 27), Village Hall and Historical Museum were previously maintained by the Park District. The Park District continues to provide grass cuttings for all Village Facilities.

Description	2021 Budget	2022 Budget	Increase	Account No.
LNDSCP&MAINT.	\$41,810	\$69,260	\$27,450	11233030-423300

### **Alternative**

Service levels under the landscape maintenance contract could be reduced to offset the increase, however, aesthetics of the various public right-of-way locations would likely suffer. Staff does not recommend deferring maintenance at the Elmwood Dunes Preserve, because it's a sensitive ecosystem which requires close monitoring and management. Likewise, the prairie site at Lake and Laramie Avenues was recently installed in 2019 and the first years of maintenance are the most critical to ensure establishment and long-term sustainability. Restoration and maintenance of the detention area at the Public Works Facility was a new project submitted as part of the 2021 Budget and can be deferred an additional year.



**DATE:** August 25, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11233030-430420
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Materials -Salt

### **Background**

This account provides funds for purchase of bulk rock salt and liquid deicer for snow and ice control. Over the last 20 years, on average, the Village utilizes 1,786 tons of bulk rock salt each winter season. Bulk rock salt is the primary chemical used to provide snow and ice control along Village roadways. Staff also utilizes liquid salt brine and liquid deicer at varying application rates to enhance the effectiveness of bulk rock salt. This includes anti-icing or pretreating roadways and pre-wetting of bulk rock salt at the truck's spinner to reduce scatter and activate melting properties. These methods help to reduce overall chlorine usage and protect local waterways. Liquid salt brine is produced onsite at the Public Works facility with the salt brine machine (2018 CIP Budget) whereas specialty liquid deicer product is sourced through area distributors.

### **Justification**

The Village has purchased bulk rock salt through joint purchasing agreements since 1972 and participation in these types of programs has resulted in considerable cost savings each year. For the 2021-22 winter season, the Village has secured up to 1,800 tons of bulk rock salt through a joint purchase agreement administered through Lake County, IL (Division of Transportation Services). The Village Board approved the initial purchase of 900 tons on March 23, 2021 with Morton Salt and an additional 900 tons on August 24, 2021 (contract amendment) after receiving notification from the State of IL the approved vendor would not be able to fulfill orders for the 2021-22 winter season.

Entering the 2021-22 winter season, the Village's on-hand bulk rock salt supply is approximately 1,000 tons. Including this quantity with the additional maximum purchase of 1,800 tons (150%), under the amended contract with Morton Salt, the Village will have

a total of 2,800 tons available to provide snow and ice control which will service a severe winter. Likewise, the use of 960 tons (or 80% minimum purchase), under the amended contract, reflects a milder winter.

Denoted in the table below is a breakdown of the 2022 Budget for Materials -Salt.

Item	Quantity	Unit Rate	Extended Cost
Bulk Rock Salt	1,800 (tons)	\$72.15	\$129,870
Liquid Deicer	9,600 (gals)	\$1.50	\$14,400
		<b>Subtotal</b>	<b>\$144,270</b>

Description	2021 Budget	2022 Budget	Increase	Account No.
Materials -Salt	\$118,830	\$144,470	\$25,640	11233030-430420

### Alternative

The Village could budget for a lesser quantity, such as 960 tons (80% minimum purchase), producing a cost savings of \$60,606, and pursue additional orders on an as-needed basis through the winter season. However, if it's a severe winter and salt supplies become depleted in the marketplace, sourcing bulk rock salt from another vendor becomes difficult and expensive.

Whenever possible, staff recommends maximizing available on-hand storage capacity (approx. 1,000 tons), ahead of the upcoming winter season (2021-2022), which allows the following year's salt order to be reduced as much as possible, producing budget savings for future years (2022).

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Account Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	REFUSE COLLECTION & DISPOSAL

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
REFUSE COLLECTION								
427000	REFUSE COLLECTION	1,008,158	1,006,617	1,031,785	1,027,849	1,031,785	-	0.00%
427100	RECYCLING COLLECTION	777,517	777,458	796,895	789,862	796,895	-	0.00%
427200	LANDFILL TIPPING FEES	376,067	386,326	411,415	424,676	470,970	59,555	14.48%
427300	YARD WASTE COLLECTION	211,098	211,098	216,380	221,735	216,380	-	0.00%
COMMODITIES								
430310	SUPPLIES - YARD WASTE STICKERS	2,020	1,920	2,550	960	2,550	-	0.00%
OTHER EXPENSE								
443041	PROMOTIONAL / EDUCATIONAL EXP.	1,716	-	600	-	600	-	0.00%
<b>Grand Total</b>		<b>2,376,576</b>	<b>2,383,419</b>	<b>2,459,625</b>	<b>2,465,082</b>	<b>2,519,180</b>	<b>59,555</b>	<b>2.42%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	REFUSE COLLECTION & DISPOSAL

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>COMMODITIES</b>					
430310	<b>SUPPLIES - YARD WASTE STICKERS</b>				
	50,000 YARD-WASTE STICKERS	2,550	2,550	-	0.0%
	<b>Subtotal</b>	<b>2,550</b>	<b>2,550</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>2,550</b>	<b>2,550</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE</b>					
443041	<b>PROMOTIONAL / EDUCATIONAL EXP.</b>				
	EDUCATION MATERIALS SUCH AS PROMOTION OF RECYCLING IN SCHOOLS	600	600	-	0.0%
	<b>Subtotal</b>	<b>600</b>	<b>600</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>600</b>	<b>600</b>	<b>-</b>	<b>0.0%</b>
<b>REFUSE COLLECTION</b>					
427000	<b>REFUSE COLLECTION</b>				
	RESIDENTIAL SOLID WASTE COLLECTION - REFUSE (182 MULTI-FAMILY UNIT WEEKLY COLLECTIONS)	16,430	16,430	-	0.0%
	RESIDENTIAL SOLID WASTE COLLECTION - REFUSE (2,839 ALLEY WEEKLY COLLECTIONS)	351,990	351,990	-	0.0%
	RESIDENTIAL SOLID WASTE COLLECTION - REFUSE (308 CUBIC YARDS COLLECTED ANNUALLY FOR 9 INSTITUTIONS)	2,520	2,520	-	0.0%
	RESIDENTIAL SOLID WASTE COLLECTION - REFUSE (EXTRA WEEKLY COLLECTION OF STREETScape CONTAINERS)	5,605	5,605	-	0.0%
	RESIDENTIAL SOLID WASTE COLLECTION -REFUSE (5,803 CURB WEEKLY COLLECTIONS)	655,240	655,240	-	0.0%
	<b>Subtotal</b>	<b>1,031,785</b>	<b>1,031,785</b>	<b>-</b>	<b>0.0%</b>
427100	<b>RECYCLING COLLECTION</b>				
	RESIDENTIAL SOLID WASTE COLLECTION - RECYCLING (14 MULTI-FAMILY BUILDINGS, WEEKLY COLLECTION)	445	445	-	0.0%
	RESIDENTIAL SOLID WASTE COLLECTION - RECYCLING (9 INSTITUTION BUILDINGS, WEEKLY COLLECTION)	290	290	-	0.0%
	RESIDENTIAL SOLID WASTE COLLECTIONS -RECYCLING (8,642 CURB/ALLEY WEEKLY COLLECTIONS)	796,160	796,160	-	0.0%
	<b>Subtotal</b>	<b>796,895</b>	<b>796,895</b>	<b>-</b>	<b>0.0%</b>
427200	<b>LANDFILL TIPPING FEES</b>				
	COST OF DIRECT DISPOSAL OF THE VILLAGE'S RESIDENTIAL SOLID WASTE AT THE GLENVIEW TRANSFER STATION, OWNED AND OPERATED BY THE SOLID WASTE AGENCY OF NORTHERN COOK COUNTY (SWANCC)- APPROXIMATELY 8,700 TONS OF SOLID WASTE (REFUSE)	411,415	470,970	59,555	14.5%
	<b>Subtotal</b>	<b>411,415</b>	<b>470,970</b>	<b>59,555</b>	<b>14.5%</b>
427300	<b>YARD WASTE COLLECTION</b>				
	RESIDENTIAL SOLID WASTE COLLECTION - YARD WASTE (6 INSTITUTION BUILDINGS), PROGRAM EXTENDS FROM APRIL THROUGH NOVEMBER (8-MONTHS)	150	150	-	0.0%
	RESIDENTIAL SOLID WASTE COLLECTION -YARD WASTE (32 MULTI-FAMILY BUILDINGS), PROGRAM EXTENDS FROM APRIL THROUGH NOVEMBER (8-MONTHS)	800	800	-	0.0%
	RESIDENTIAL SOLID WASTE COLLECTION -YARD WASTE (8,642 CURB/ALLEY WEEKLY COLLECTIONS), PROGRAM EXTENDS FROM APRIL - NOVEMBER (8-MONTHS)	215,430	215,430	-	0.0%
	<b>Subtotal</b>	<b>216,380</b>	<b>216,380</b>	<b>-</b>	<b>0.0%</b>
<b>REFUSE COLLECTION Total</b>		<b>2,456,475</b>	<b>2,516,030</b>	<b>59,555</b>	<b>2.4%</b>
<b>Grand Total</b>		<b>2,459,625</b>	<b>2,519,180</b>	<b>59,555</b>	<b>2.4%</b>



**DATE:** August 9, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11243030-427200
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Landfill Tipping Fee

### Background

This account provides funds for the disposal of approximately 8,700 tons of refuse material at the Glenview Transfer Station, Solid Waste Agency of Northern Cook County (SWANCC). On March 17, 1992 the Village Board approved a project use agreement with SWANCC for landfill disposal of residential solid waste.

### Justification

Staff works closely with SWANCC to develop the budget for landfill tipping fees. The Village's budget is predicated on provisions outlined in the project use agreement which includes upfront payment for committed tonnage based on a monthly average (36-month period), followed by a true-up process where SWANCC reviews final O&M costs and makes year-end adjustments based on each member's committed tonnage vs. final actual delivery. SWANCC's fiscal year extends from May to April.

Over the past year, the Village over-delivered (1,064 tons) resulting in an additional payment totaling \$34,415. This will be applied in four installments. The overage was attributed to the pandemic and uptick in remote office work and virtual classroom learning from home. The 36-month average for committed tonnage has also increased from 701.08 to 735.33 tons, resulting in \$25,135 in additional tipping fees.

Description	2021 Budget	2022 Budget	Increase	Account No.
Landfill Tipping	\$411,415	\$470,965	\$59,550	11243030-427200

### Alternative

There are no alternatives as this is contractual obligation.



**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	STREET LIGHTING

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
410100	REGULAR WAGES	118,354	105,952	106,568	103,868	110,786	4,218	3.96%
410200	OVERTIME WAGES	4,929	4,286	6,560	6,243	6,560	-	0.00%
415000	EMPLOYEE BENEFITS	39,290	39,418	39,844	38,815	41,304	1,460	3.66%
CONTRACTUAL SERVICES								
421000	CONTRACTUAL SERVICES	799	-	5,300	5,684	15,990	10,690	201.70%
422200	MAINT & DISPOSAL-BULBS&BALLAST	-	644	1,000	-	1,000	-	0.00%
422210	STREET LIGHT POLE PAINTING	34,909	1,638	-	3,600	84,750	84,750	0.00%
COMMODITIES								
430050	UNIFORM EXPENSE	600	479	600	354	600	-	0.00%
430075	SUPPLIES	21,899	24,361	24,400	27,595	26,200	1,800	7.38%
430124	SUPPLIES - LIGHT POLES & PARTS	53,688	46,291	71,140	69,312	73,689	2,549	3.58%
430500	LEASED LIGHTING POWER	19,019	18,323	22,000	19,910	20,000	(2,000)	-9.09%
430510	STREET LIGHTING POWER	70,712	66,822	73,000	66,306	71,000	(2,000)	-2.74%
OTHER EXPENSE								
440500	AUTOMOTIVE EXPENSE ALLOCATION	21,390	19,960	17,062	19,938	20,034	2,972	17.42%
442000	TRAINING	242	370	370	503	370	-	0.00%
<b>Grand Total</b>		<b>385,831</b>	<b>328,544</b>	<b>367,844</b>	<b>362,128</b>	<b>472,283</b>	<b>104,439</b>	<b>28.39%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	STREET LIGHTING

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	106,568	110,786	4,218	4.0%
	<b>Subtotal</b>	<b>106,568</b>	<b>110,786</b>	<b>4,218</b>	<b>4.0%</b>
410200	OVERTIME WAGES				
	OVERTIME	6,560	6,560	-	0.0%
	<b>Subtotal</b>	<b>6,560</b>	<b>6,560</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	39,844	41,304	1,460	3.7%
	<b>Subtotal</b>	<b>39,844</b>	<b>41,304</b>	<b>1,460</b>	<b>3.7%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>152,972</b>	<b>158,650</b>	<b>5,678</b>	<b>3.7%</b>
<b>CONTRACTUAL SERVICES</b>					
421000	CONTRACTUAL SERVICES				
	EMERGENCY CONTRACTUAL REPAIRS TO THE STREET LIGHTING SYSTEM	5,000		(5,000)	#NULL!
	TRAFFIC CONTROL PLANS FOR WORKSITES ALONG ARTERIAL STREETS	300		(300)	#NULL!
	REPLACEMENT OF THREE CONTROL CABINETS FOR STREET LIGHTING SYSTEM		15,990	15,990	
	<b>Subtotal</b>	<b>5,300</b>	<b>15,990</b>	<b>10,690</b>	<b>201.7%</b>
422200	MAINT & DISPOSAL-BULBS&BALLAST				
	DISPOSAL OF STREET LIGHT BULBS AND BALLASTS	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
422210	STREET LIGHT POLE PAINTING				
	STREETLIGHT POLE PAINTING (CIP PROJECT) (*RD*)		84,750	84,750	
	<b>Subtotal</b>		<b>84,750</b>	<b>84,750</b>	
<b>CONTRACTUAL SERVICES Total</b>		<b>6,300</b>	<b>101,740</b>	<b>95,440</b>	<b>1514.9%</b>
<b>COMMODITIES</b>					
430050	UNIFORM EXPENSE				
	PERSONAL PROTECTIVE EQUIPMENT (PPE)	600	600	-	0.0%
	<b>Subtotal</b>	<b>600</b>	<b>600</b>	<b>-</b>	<b>0.0%</b>
430075	SUPPLIES				
	MISCELLANEOUS SUPPLIES	3,200	3,300	100	3.1%
	REPLACEMENT BALLASTS	2,350	2,700	350	14.9%
	REPLACEMENT ELECTRICAL COMPONENTS	5,000	5,500	500	10.0%
	REPLACEMENT LAMPS	9,500	9,700	200	2.1%
	WIRE AND CABLE	4,350	5,000	650	14.9%
	<b>Subtotal</b>	<b>24,400</b>	<b>26,200</b>	<b>1,800</b>	<b>7.4%</b>
430124	SUPPLIES - LIGHT POLES & PARTS				
	PURCHASE ALUMINUM ARMS FOR CONCRETE POLES (APPROX. 13-EACH)	5,200	6,500	1,300	25.0%
	PURCHASE OF LUMINAIRE HEADS FOR DECORATIVE GREEN LIGHT POLES, 10 AT A COST OF \$2,700 EACH (CIP PROJECT)	29,000		(29,000)	#NULL!
	21-FT FOOT CONCRETE POLES, THREE (3) AT A COST OF \$2,450 EACH	6,900	7,350	450	6.5%
	POLE CONNECTORS, APPROXIMATELY 100, AT A COST OF \$11 EACH	720	1,100	380	52.8%
	250 WATT COBRA HEAD LED LUMINAIRES, 18 AT A COST OF \$270 EACH	4,320	5,040	720	16.7%
	26-FT FOOT CONCRETE POLES, 11 AT A COST OF \$2,670 EACH	25,000	29,370	4,370	17.5%
	FUSES AND FUSEHOLDERS FOR STREET LIGHT POLES		800	800	
	STREETLIGHT LUMINAIRE REPLACEMENT (CIP PROJECT) (*RD*)		23,529	23,529	
	<b>Subtotal</b>	<b>71,140</b>	<b>73,689</b>	<b>2,549</b>	<b>3.6%</b>
430500	LEASED LIGHTING POWER				
	MONTHLY CHARGE FOR 154 LIGHTS AND POWER LEASED FROM COMMONWEALTH EDISON	22,000	20,000	(2,000)	-9.1%
	<b>Subtotal</b>	<b>22,000</b>	<b>20,000</b>	<b>(2,000)</b>	<b>-9.1%</b>
430510	STREET LIGHTING POWER				

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	STREET LIGHTING

		2021	2022		
<b>430510</b>	POWER FOR 2,400 STREETLIGHTS AND TRAFFIC LIGHTS AT 23 INTERSECTIONS	73,000	71,000	(2,000)	-2.7%
	<b>Subtotal</b>	<b>73,000</b>	<b>71,000</b>	<b>(2,000)</b>	<b>-2.7%</b>
<b>COMMODITIES Total</b>		<b>191,140</b>	<b>191,489</b>	<b>349</b>	<b>0.2%</b>
<b>OTHER EXPENSE</b>					
440500	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	17,062	20,034	2,972	17.4%
	<b>Subtotal</b>	<b>17,062</b>	<b>20,034</b>	<b>2,972</b>	<b>17.4%</b>
442000	<b>TRAINING</b>				
	ELECTRICAL SAFETY TRAINING COURSES AND SEMINARS	370	370	-	0.0%
	<b>Subtotal</b>	<b>370</b>	<b>370</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>17,432</b>	<b>20,404</b>	<b>2,972</b>	<b>17.0%</b>
<b>Grand Total</b>		<b>367,844</b>	<b>472,283</b>	<b>104,439</b>	<b>28.4%</b>



**DATE:** August 24, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11333030-421000
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Contractual Services

### Background

This account provides funds for contractual assistance pertaining to the maintenance and repair of the Village's street lighting system. In total, there are 2,453 streetlights, including 1,539 decorative green poles, 752 concrete and 162 decorative black poles.

Streetlights are assigned to individual circuits (range of 20-100 per circuit) and receive supply feeds through control cabinets (200-amp and 100-amp services). There are 89 control cabinets in the system with each cabinet accommodating up to four circuits. Control cabinets serve three functions 1) distribute supply feed to circuits 2) on/off switch to allow for maintenance and 3) photocells to regulate supply feed (day/night).

Many of the control cabinets date back to the system's origins (circa 1920) and contain components which are no longer manufactured. Over time, internal components (wiring, contactors, breakers, fuses, etc.) become brittle and require replacement. The most expensive component is the contactor which absorbs the load when circuit is turned on.

### Justification

Staff has identified 27 control cabinets requiring replacement over ensuing years. Many of these are the oldest to the system. For years 2022 - 2029, staff recommends replacing three control cabinets each year at an estimated unit cost of \$5,330 (or \$15,990 total) to update the system.

Description	2021 Budget	2022 Budget	Increase	Account No.
Contractual Services	\$5,300	\$15,990	\$10,990	11333030-421000

### Alternative

While not recommended, defer project to a later year or reduce number of control cabinets replaced annually.

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	TREE MAINTENANCE

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
410100	REGULAR WAGES	281,450	284,237	301,039	301,444	311,350	10,311	3.43%
410200	OVERTIME WAGES	5,307	7,240	8,990	8,363	8,990	-	0.00%
415000	EMPLOYEE BENEFITS	104,153	114,776	121,986	120,112	123,748	1,762	1.44%
CONTRACTUAL SERVICES								
421000	CONTRACTUAL SERVICES	2,339	-	2,000	1,417	4,000	2,000	100.00%
424000	TREE PLANTING PROGRAM	53,423	19,194	49,850	47,100	52,000	2,150	4.31%
424100	TREE PRUNING & REMOVAL	197,781	205,727	250,275	246,386	324,866	74,591	29.80%
428020	TELEPHONE SERVICE - CELLULAR	442	480	600	612	600	-	0.00%
COMMODITIES								
430050	UNIFORM EXPENSE	1,185	1,253	1,435	945	1,735	300	20.91%
430130	SUPPLIES - MISC. TOOLS & EQUIP	-	-	-	-	700	700	0.00%
430160	SUPPLIES - COMPUTER SOFTWARE	-	-	-	-	-	-	0.00%
430400	MATERIALS	1,978	2,111	2,200	1,468	2,700	500	22.73%
OTHER EXPENSE								
440500	AUTOMOTIVE EXPENSE ALLOCATION	29,670	27,700	42,661	35,951	36,123	(6,538)	-15.33%
442000	TRAINING	2,504	150	1,400	996	1,400	-	0.00%
CAPITAL OUTLAY								
490450	OTHER EQUIP. - PUB. WORKS	1,368	1,956	700	385	-	(700)	-100.00%
<b>Grand Total</b>		<b>681,601</b>	<b>664,824</b>	<b>783,136</b>	<b>765,179</b>	<b>868,212</b>	<b>85,076</b>	<b>10.86%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	TREE MAINTENANCE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	301,039	311,350	10,311	3.4%
	<b>Subtotal</b>	<b>301,039</b>	<b>311,350</b>	<b>10,311</b>	<b>3.4%</b>
410200	OVERTIME WAGES				
	OVERTIME	8,990	8,990	-	0.0%
	<b>Subtotal</b>	<b>8,990</b>	<b>8,990</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	121,986	123,748	1,762	1.4%
	<b>Subtotal</b>	<b>121,986</b>	<b>123,748</b>	<b>1,762</b>	<b>1.4%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>432,015</b>	<b>444,088</b>	<b>12,073</b>	<b>2.8%</b>
<b>CONTRACTUAL SERVICES</b>					
421000	CONTRACTUAL SERVICES				
	TRANSPLANTING TREES, DUTCH ELM DISEASE TESTING, WOOD DEBRIS DISPOSAL, MISC.	2,000	2,000	-	0.0%
	PLANT HEALTH CARE TREATMENTS		2,000	2,000	
	<b>Subtotal</b>	<b>2,000</b>	<b>4,000</b>	<b>2,000</b>	<b>100.0%</b>
424000	TREE PLANTING PROGRAM				
	VILLAGE SHARE OF THE CO-OP TREE PLANTING PROGRAM, APPROX. 50 TREES (\$125 PER TREE)	5,750	6,250	500	8.7%
	MASTER TREE PROGRAM, APPROXIMATELY 150 TREES AT A COST OF \$305 PER TREE	44,100	45,750	1,650	3.7%
	<b>Subtotal</b>	<b>49,850</b>	<b>52,000</b>	<b>2,150</b>	<b>4.3%</b>
424100	TREE PRUNING & REMOVAL				
	EAB TREE REMOVALS AND PARKWAY RESTORATION-CO-OP EAB TREE PLANTING PROGRAM, APPROXIMATELY 5 TREES AT A COST OF \$125 PER TREE (VILLAGE SHARE)	625	625	-	0.0%
	PARKWAY RESTORATION FOR APPROXIMATELY 20 TREE REMOVAL SITES (~100 YARDS OF SOD).	1,000	1,000	-	0.0%
	CONTRACTUAL REMOVAL OF TREES 12" INCH DIAMETER AND GREATER (155 TREES PER YEAR); INCLUDES WOOD DEBRIS DISPOSAL, STUMP GRINDING AND BACKFILL WITH TOPSOIL	93,000	102,300	9,300	10.0%
	DEMAND SERVICES AND EMERGENCY RESPONSE FOR TREE PRUNING AND TREE REMOVALS IN PUBLIC RIGHT-OF-WAY LOCATIONS (AND ALLEYS) TO MITIGATE STORM DAMAGE AND HAZARDOUS CONDITIONS	33,000	43,000	10,000	30.3%
	SCHEDULED PRUNING OF PARKWAY TREES 7"+ DIAMETER; FACILITATES A SIX-YEAR PRUNING CYCLE OR 2,200 TREES PRUNED ANNUALLY	106,650	150,766	44,116	41.4%
	SCHEDULED PRUNING OF PARKWAY TREES UNDER 7 INCHES DIAMETER; FACILITATES A THREE-YEAR PRUNING CYCLE OR 1,500 TREES PRUNED ANNUALLY (CONTRACTOR 1,000 TREES, IN-HOUSE CREWS 500 TREES)		11,600	11,600	
	TREE PLANTING TO REPLACE DEAD ASH TREES, APPROXIMATELY 15 TREES AT \$305 PER TREE.	6,000	4,575	(1,425)	-23.8%
	REMOVAL OF PARKWAY TREES DUE TO EAB INFESTATION, APPROXIMATELY 20 TREES AT PROJECTED COST OF \$550 PER TREE	10,000	11,000	1,000	10.0%
	<b>Subtotal</b>	<b>250,275</b>	<b>324,866</b>	<b>74,591</b>	<b>29.8%</b>
428020	TELEPHONE SERVICE - CELLULAR				
	CELL PHONE AND TABLET CHARGES	600	600	-	0.0%
	<b>Subtotal</b>	<b>600</b>	<b>600</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>302,725</b>	<b>381,466</b>	<b>78,741</b>	<b>26.0%</b>
<b>COMMODITIES</b>					
430050	UNIFORM EXPENSE				
	PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR ONE PART-TIME EMPLOYEE (FORESTRY INTERN)	50	50	-	0.0%
	PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR TWO FULL TIME EMPLOYEES (VILLAGE FORESTERS)	320	520	200	62.5%
	UNIFORM ALLOWANCE FOR TWO FULL TIME EMPLOYEES AT \$250 EA. (VILLAGE FORESTERS)	500	500	-	0.0%
	UNIFORM RENTAL FOR TWO FULL TIME EMPLOYEES (TWO MAINTENANCE WORKERS)	100	200	100	100.0%
	WILMETTE LOGO SHIRTS AND HATS FOR ONE PART-TIME EMPLOYEE (FORESTRY INTERN)	65	65	-	0.0%
	WILMETTE LOGO SHIRTS AND HATS FOR TWO FULL TIME EMPLOYEES (VILLAGE FORESTERS)	400	400	-	0.0%
	<b>Subtotal</b>	<b>1,435</b>	<b>1,735</b>	<b>300</b>	<b>20.9%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL FUND
Sub-Fund	GENERAL FUND
Department	ENGINEERING & PUBLIC WORKS
Program	TREE MAINTENANCE

		2021	2022		
<b>430130</b>	<b>SUPPLIES - MISC. TOOLS &amp; EQUIP</b>				
	REPLACE ONE CHAINSAW OR POLE CHAIN SAW (GAS OR ELECTRIC)		700	700	
	<b>Subtotal</b>		<b>700</b>	<b>700</b>	
<b>430400</b>	<b>MATERIALS</b>				
	TREE MAINTENANCE EQUIPMENT	2,200	2,700	500	22.7%
	<b>Subtotal</b>	<b>2,200</b>	<b>2,700</b>	<b>500</b>	<b>22.7%</b>
<b>COMMODITIES Total</b>		<b>3,635</b>	<b>5,135</b>	<b>1,500</b>	<b>41.3%</b>
<b>OTHER EXPENSE</b>					
<b>440500</b>	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	42,661	36,123	(6,538)	-15.3%
	<b>Subtotal</b>	<b>42,661</b>	<b>36,123</b>	<b>(6,538)</b>	<b>-15.3%</b>
<b>442000</b>	<b>TRAINING</b>				
	MISCELLANEOUS SEMINARS AND TRAINING FOR 2 FORESTERS	1,000	1,000	-	0.0%
	MISCELLANEOUS SEMINARS AND TRAINING FOR 2 TREE TRIMMERS	400	400	-	0.0%
	<b>Subtotal</b>	<b>1,400</b>	<b>1,400</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>44,061</b>	<b>37,523</b>	<b>(6,538)</b>	<b>-14.8%</b>
<b>CAPITAL OUTLAY</b>					
<b>490450</b>	<b>OTHER EQUIP. - PUB. WORKS</b>				
	REPLACE ONE CHAINSAW OR POLE CHAIN SAW (GAS OR ELECTRIC)	700		(700)	#NULL!
	<b>Subtotal</b>	<b>700</b>		<b>(700)</b>	<b>#NULL!</b>
<b>CAPITAL OUTLAY Total</b>		<b>700</b>		<b>(700)</b>	<b>#NULL!</b>
<b>Grand Total</b>		<b>783,136</b>	<b>868,212</b>	<b>85,076</b>	<b>10.9%</b>



**DATE:** August 30, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

<b>Account Number</b>	11303030-424100
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Tree Pruning and Removal

### Background

This account provides funds for contractual assistance with routine tree pruning (>7" dbh), tree removals (non-EAB, >12" dbh) and demand/emergency hourly response. The Village issues separate contracts with different vendors for tree pruning and tree removal services. There are provisions for demand/emergency response within each contract. In-house crews provide small tree pruning (<7" dbh) and tree removals (<12" dbh). Denoted in the table below is a historical summary of contractual forestry activities.

Year	2018	2019	2020	2021 (Est.)
Tree Pruning (Qty.)	1,755	1,793	1,441	1,950
Tree Removals (Qty.)	199	178	156	170
Demand/Emergency (Hrs.)	434	340	490	450
Total Cost	\$195,140	\$185,408	\$201,916	\$232,650

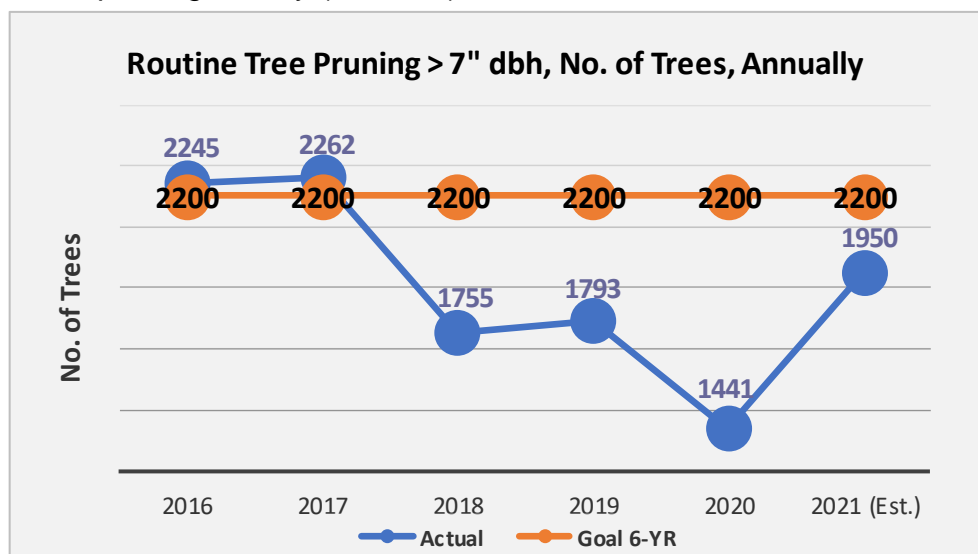
### Justification

For 2022, staff requests a total increase of \$75,016 to offset rising costs for labor, material and fueling for routine tree pruning (\$44,116), small tree pruning (\$11,600), tree removals (\$9,300) and demand and emergency hourly services (\$10,000). Specifically, unit costs for routine pruning services are expected to increase 19% or from \$57.90 to \$68.53 per tree based on review of current rates in the marketplace. Likewise, staff projects unit costs for tree removal services to increase at least 10% (from \$600 to \$660 per tree) after two years of fixed pricing.

The requested increase for routine tree pruning (\$44,116) reflects return to a 6-year pruning cycle (or 2,200 trees annually) after fluctuating between a 7–8-year cycle over the last several years. Arboriculture best management practices recommend a 6-year

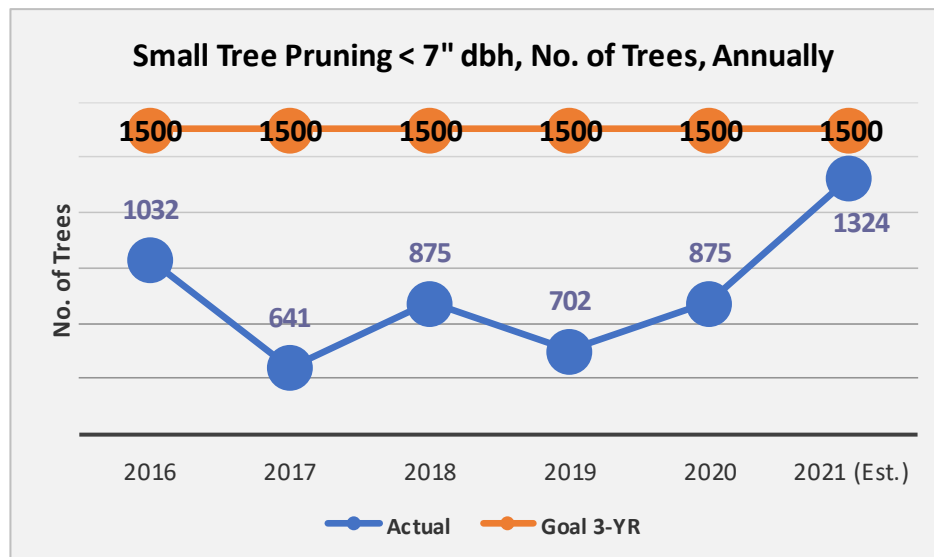


pruning cycle for trees over 7" dbh. Pruning cycle length matters as it has direct impacts on the storm resilience of Wilmette's urban forest and public safety. A shorter cycle also helps to reduce the number of service requests for pruning services which are less efficient and more costly. In-house crews respond to approximately 235 pruning requests each year (three-year average, 2018-2020). See chart below which shows a history of contractual tree pruning activity (2016-21).



Parkway trees are pruned on a systematic or cycle basis to promote tree health and growth, while improving appearance and providing adequate clearance for both vehicular and pedestrian traffic. The spacing and thinning of branches improves crown shape and branch structure, allows more light into the center of the tree, and permits wind to pass freely through the canopy. Appropriate canopy density helps to minimize the incidence of foliar diseases and decreases the amount of storm damage sustained during severe weather events. Systematic pruning also helps to correct foreseeable growth problems including excessively dense canopy formation and crossing branches. Another crucial benefit is the removal of dead and hazardous limbs.

Staff also requests funds (\$11,600) to distribute a portion of small tree pruning (< 7" dbh) to the contractor (approximately 1,000 trees) to help address demand. Arboricultural best management practices for pruning young trees (< 7" dbh) is once every three years (or 1,500 trees annually). More frequent pruning is required for younger trees to improve branch structure when growth rates are highest. The return on investment for small tree pruning is extremely high as pruning objectives have long-term and lasting impacts on growth structure and at much lower costs (higher work productivity, smaller cuts, reduced waste wood and clean-up costs). Historically, in-house crews have been tasked with this service but concurrent demands over the dormant period (Nov.-Mar.) with leaf collection and snow and ice control have proven difficult to complete the desired quota of 1,500 trees. Lowering the quota to 500 trees is a more manageable and realistic goal for in-house crews. See chart below which shows history of small tree pruning (in-house) activity (2016-21).



Staff also requests additional funds (\$10,000) to support demand and emergency hourly services. The requested funds increase the total available hours from approximately 500 to 645. If approved, this will help to offset the expected loss (retirement) of two veteran employees that have advanced forestry skill sets (i.e. technical rigging, felling of larger trees, etc.). Remaining staff are proficient with basic forestry skill sets (i.e. aerial bucket, brush chipper and chain saw operation) for everyday applications; however, mastery of advanced forestry skills will require additional specialized training and numerous hours of application over ensuing years. The additional hours will allow the contractor to assist with situations requiring an advanced forestry skill set on an as-needed basis.

Denoted in the table below is a comparison of the 2021 Budget and 2022 Proposed Budget and breakdown of requested funding increase (\$75,016).

	2021 Budget	2022 Proposed	Difference (or Increase)
Tree Pruning (>7"dbh)	\$106,650	\$150,766	\$44,116
Tree Pruning (<7"dbh)	\$0	\$11,600	\$11,600
Tree Removals (>12"dbh)	\$93,000	\$102,300	\$9,300
Hourly Services	\$33,000	\$43,000	\$10,000
Subtotals	\$232,650	\$307,666	\$75,016

Description	2021 Budget	2022 Budget	Increase	Account No.
Tree Pruning & Removal	\$232,650	\$307,666	\$75,016	11303030-424100

## Alternative

### Tree Pruning Services (Routine and Small Tree Pruning)

If the Village were to release the contractor and pursue a new bid for 2022, the projected unit rates are likely to be much higher based on review of existing pricing through the Municipal Partnering Initiative (MPI). The lowest bidder currently does not have availability for 2022, and the second lowest bidder is the Village's current contractor. The disparity in pricing between the second and third lowest bidder is significant at \$27 per tree. Alternatively, denoted in the tables below is a summary of projected costs and

ensuing savings with reduction in service, number of trees pruned annually (i.e. routine and small parkway tree pruning).

Routine Parkway Tree Pruning (>7"dbh)				
No. of Trees	Cyle Period (Years)	Unit Cost (Projected)	Extended Cost	Savings
2,200	6.00	\$68.53	\$150,766	\$0
2,100	6.29	\$68.53	\$143,913	\$6,853
2,000	6.60	\$68.53	\$137,060	\$13,706
1,900	6.95	\$68.53	\$130,207	\$20,559
1,800	7.33	\$68.53	\$123,354	\$27,412
1,700	7.76	\$68.53	\$116,501	\$34,265

Small Parkway Tree Pruning (<7"dbh)				
No. of Trees	Cyle Period (Years)	Unit Cost (Projected)	Extended Cost	Savings
1,000	3.50	\$11.60	\$11,600	\$0
900	3.89	\$11.60	\$10,440	\$1,160
800	4.37	\$11.60	\$9,280	\$2,320
700	5.00	\$11.60	\$8,120	\$3,480
600	5.83	\$11.60	\$6,960	\$4,640
500	7.00	\$11.60	\$5,800	\$5,800

### Tree Removals

The Village's existing tree removal contract expires on December 31, 2021. The original contract was awarded through a Request for Bid (RFB) process on January 14, 2020 and included fixed pricing for two years. The contract affords the removal of 155 parkway trees (non-EAB) and has produced an average tree removal cost of \$600. With rapid rise in labor, material and fuel costs, staff projects a minimum 10% increase through a contract extension with the existing vendor or new bid opportunity. As an alternative, the budget amount could be left unchanged or increased at a lesser amount while awaiting results of negotiations with a contract extension or new bid opportunity.

### Demand/Emergency Hourly Services

The requested number of hours for demand/emergency response could be reduced, producing further savings. However, staff recommends inclusion of additional hours for contractual assistance to address situations requiring advanced forestry skill sets. Denoted in the table below is a summary of projected costs and ensuing savings with reduction in service, number of hours for demand/emergency response.

Demand/Emergency Hourly Services			
No. of Hours	Unit Cost (Projected)	Extended Cost	Savings
645	\$66.60	\$43,000	\$0
625	\$66.60	\$41,625	\$1,375
600	\$66.60	\$39,960	\$3,040
575	\$66.60	\$38,295	\$4,705
550	\$66.60	\$36,630	\$6,370
525	\$66.60	\$34,965	\$8,035
500	\$66.60	\$33,300	\$9,700



# Water Fund



## FUND SUMMARY

The Water Fund accounts for revenues derived from residential and wholesale water sales used to operate and maintain the Village's water plant and water distribution system. 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.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Residential Water Charges	3,183,702	3,388,565	3,211,900	3,487,900	3,211,900	-
Wholesale Water Sales	5,246,039	6,227,941	6,668,350	7,300,681	6,668,350	-
Service Charges	122,641	125,303	50,000	70,426	50,000	-
Other Income	18,399	9,396	120,000	50,618	120,000	-
Grants/Contributions	-	-	-	1,841,296	1,841,296	1,841,296
Investment Income	174,022	70,334	100,000	29,848	150,000	50,000
Bond Proceeds	-	5,878,211	-	-	1,675,000	1,675,000
<b>TOTAL REVENUES</b>	<b>8,744,803</b>	<b>15,699,750</b>	<b>10,150,250</b>	<b>12,780,769</b>	<b>13,716,546</b>	<b>3,566,296</b>

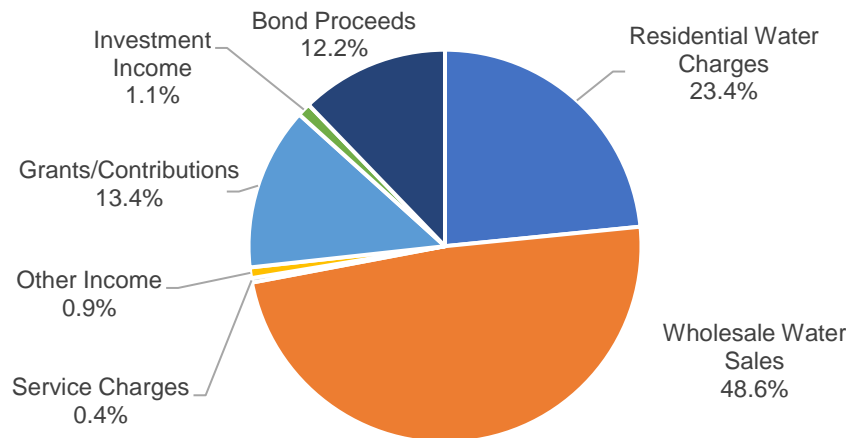
### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Water Plant Operations	2,965,586	3,036,794	3,240,493	3,170,042	3,256,220	15,727
Water Reservoir & Meters	293,985	280,361	338,339	319,801	342,691	4,352
Water Distribution	1,385,836	1,183,534	1,352,372	1,320,411	2,043,176	690,804
Miscellaneous	1,635,357	1,732,588	2,013,122	1,745,296	2,048,263	35,141
Billing	160,169	153,864	188,481	180,519	176,449	(12,032)
Debt Service	2,329,202	355,488	3,015,000	2,813,500	2,750,000	(265,000)
Capital Improvements	6,987,808	4,728,621	400,000	415,125	1,725,000	1,325,000
<b>TOTAL BUDGET</b>	<b>15,757,943</b>	<b>11,471,250</b>	<b>10,547,807</b>	<b>9,964,694</b>	<b>12,341,799</b>	<b>1,793,992</b>



## Water Fund Revenues

The 2022 budgeted revenues for the Water Fund total \$13.72 million, which is (\$3,566,296) or (35.1%), above the 2021 budget; the significant change in revenue is due to the \$1.84 American Rescue Plan Act of 2021, which distributed \$1.84 million in 2021 and is projecting another \$1.84 million in 2022. The 2022 budget includes bond issuance revenues of \$1.575 million for water main replacements, treatment process improvements, and water intake improvements. The primary revenues for the Water Fund and denoted in the chart.



## 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 per CCF and sales of water are around 1 million CCF annually

## Wholesale Water Sales

Billings to the Villages of Glenview, Kenilworth, Golf, North Maine, and Illinois American Water Company. Cost per CCF of water is \$1.398 and sales of water are around 4 million CCF annually.

## Service Charges

Includes revenues for water meter sales.

## Other Income

Includes revenues for water permits, reimbursements for damage to fire hydrants, and sales of fixed assets.

## Grants and Contributions

Includes funds from the American Rescue Plan Act of 2021

## Debt Proceeds

This includes the revenues associated with bond issuances for large capital improvement projects.

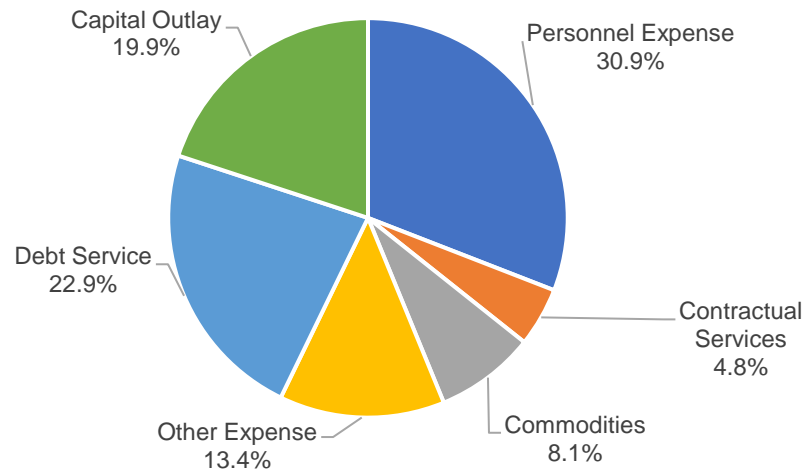
## Investment Income

Interest earned on Water Fund working cash and reserves required per our water revenue bond ordinances.



## Water Fund Expenditures

The 2022 budgeted expenditures for the Water Fund total \$12.34 million, which is (\$1,793,992) or (17.0%) above the 2021 budget; the significant change in expenditures is due to addition of several capital infrastructure projects including water main replacements, treatment process improvements, and water intake improvements. The primary expenditures for the Water Fund are comprised of personnel expenses, debt service, contractual services, commodities, and capital outlay. The chart provides the components of the Water Fund expenditures.



### Personnel Expense

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

### Contractual Services

This category includes the expenditures for services provided by outside contractors to maintain the Village's water system and water plant operations.

### Commodities

This category includes the expenditures for goods to maintain the Village's water system and water plant operations.

### Other Expense

The primary cost in this category includes the cost transfer for maintaining the Village's fleet of vehicles. Also included are training and incidental expenses

### 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 water system improvements.

### Capital Outlay

This category includes the expenditures for sewer infrastructure improvements as well as for equipment additions and replacements.

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	WATER FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>RESIDENTIAL WATER CHARGES</b>								
350200	RESIDENTIAL WATER CHARGES	3,183,702	3,388,565	3,211,900	3,487,900	3,211,900	-	0.00%
<b>RESIDENTIAL WATER CHARGES Total</b>		<b>3,183,702</b>	<b>3,388,565</b>	<b>3,211,900</b>	<b>3,487,900</b>	<b>3,211,900</b>	<b>-</b>	<b>0.00%</b>
<b>WHOLESALE WATER SALES</b>								
350210	GLENVIEW WATER SALES	3,869,267	4,000,792	3,946,670	4,274,402	3,946,670	-	0.00%
350220	ILL. AMERICAN WATER CO. SALES	1,133,527	1,110,319	1,041,450	1,188,388	1,041,450	-	0.00%
350221	KENILWORTH WATER SALES	207,456	225,233	218,070	231,176	218,070	-	0.00%
350222	GOLF WATER SALES	35,789	40,785	36,200	42,564	36,200	-	0.00%
350223	NORTH MAIN WATER SALES	-	850,812	1,425,960	1,564,151	1,425,960	-	0.00%
<b>WHOLESALE WATER SALES Total</b>		<b>5,246,039</b>	<b>6,227,941</b>	<b>6,668,350</b>	<b>7,300,681</b>	<b>6,668,350</b>	<b>-</b>	<b>0.00%</b>
<b>SERVICE CHARGES</b>								
303085	PARK DIST. PERSONNEL REIMB.	8,123	2,271	-	-	-	-	0.00%
350240	SALES OF WATER - OTHER	20,271	30,986	-	239	-	-	0.00%
350300	WATER METER SALES	22,800	23,650	-	11,800	-	-	0.00%
350305	WATER METER RPLMNT CHARGE	48,220	47,884	50,000	48,848	50,000	-	0.00%
350310	WATER SERVICE CONNECTION CHGES	23,227	20,512	-	9,539	-	-	0.00%
<b>SERVICE CHARGES Total</b>		<b>122,641</b>	<b>125,303</b>	<b>50,000</b>	<b>70,426</b>	<b>50,000</b>	<b>-</b>	<b>0.00%</b>
<b>OTHER INCOME</b>								
309050	INSURANCE REIMBURSEMENTS	16,724	1,110	-	618	-	-	0.00%
350400	WATER-GAIN-SALE OF FIXED ASSET	-	7,180	-	-	-	-	0.00%
350410	WATER - OTHER INCOME	1,675	1,106	120,000	50,000	120,000	-	0.00%
<b>OTHER INCOME Total</b>		<b>18,399</b>	<b>9,396</b>	<b>120,000</b>	<b>50,618</b>	<b>120,000</b>	<b>-</b>	<b>0.00%</b>
<b>GRANT/CONTRIBUTIONS</b>								
375101	GRANT	-	-	-	1,841,296	1,841,296	1,841,296	0.00%
<b>GRANT/CONTRIBUTIONS Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>1,841,296</b>	<b>1,841,296</b>	<b>1,841,296</b>	<b>0.00%</b>
<b>INVESTMENT INCOME</b>								
360000	INTEREST EARNINGS	174,022	63,736	100,000	25,000	150,000	50,000	50.00%
360010	INT. EARNINGS - BOND PROCEEDS	-	6,598	-	4,848	-	-	0.00%
<b>INVESTMENT INCOME Total</b>		<b>174,022</b>	<b>70,334</b>	<b>100,000</b>	<b>29,848</b>	<b>150,000</b>	<b>50,000</b>	<b>50.00%</b>
<b>BOND PROCEEDS</b>								
375000	BOND PROCEEDS	-	4,520,610	-	-	1,575,000	1,575,000	0.00%
375001	IEPA LOAN	(0)	1,357,601	-	-	100,000	100,000	0.00%
<b>BOND PROCEEDS Total</b>		<b>(0)</b>	<b>5,878,211</b>	<b>-</b>	<b>-</b>	<b>1,675,000</b>	<b>1,675,000</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>8,744,803</b>	<b>15,699,750</b>	<b>10,150,250</b>	<b>12,780,769</b>	<b>13,716,546</b>	<b>3,566,296</b>	<b>35.14%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	WATER FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>RESIDENTIAL WATER CHARGES</b>					
350200	RESIDENTIAL WATER CHARGES				
	RESIDENTIAL WATER CHARGES	3,211,900	3,211,900	-	0.0%
	<b>Subtotal</b>	<b>3,211,900</b>	<b>3,211,900</b>	<b>-</b>	<b>0.0%</b>
<b>RESIDENTIAL WATER CHARGES Total</b>		<b>3,211,900</b>	<b>3,211,900</b>	<b>-</b>	<b>0.0%</b>
<b>WHOLESALE WATER SALES</b>					
350210	GLENVIEW WATER SALES				
	GLENVIEW WATER SALES	3,946,670	3,946,670	-	0.0%
	<b>Subtotal</b>	<b>3,946,670</b>	<b>3,946,670</b>	<b>-</b>	<b>0.0%</b>
350220	ILL. AMERICAN WATER CO. SALES				
	ILL. AMERICAN WATER CO. SALES	1,041,450	1,041,450	-	0.0%
	<b>Subtotal</b>	<b>1,041,450</b>	<b>1,041,450</b>	<b>-</b>	<b>0.0%</b>
350221	KENILWORTH WATER SALES				
	KENILWORTH WATER SALES	218,070	218,070	-	0.0%
	<b>Subtotal</b>	<b>218,070</b>	<b>218,070</b>	<b>-</b>	<b>0.0%</b>
350222	GOLF WATER SALES				
	GOLF WATER SALES	36,200	36,200	-	0.0%
	<b>Subtotal</b>	<b>36,200</b>	<b>36,200</b>	<b>-</b>	<b>0.0%</b>
350223	NORTH MAIN WATER SALES				
	NORTH MAIN WATER SALES	1,425,960	1,425,960	-	0.0%
	<b>Subtotal</b>	<b>1,425,960</b>	<b>1,425,960</b>	<b>-</b>	<b>0.0%</b>
<b>WHOLESALE WATER SALES Total</b>		<b>6,668,350</b>	<b>6,668,350</b>	<b>-</b>	<b>0.0%</b>
<b>SERVICE CHARGES</b>					
350305	WATER METER REPLMNT CHARGE				
	WATER METER REPLACEMENT CHARGE	50,000	50,000	-	0.0%
	<b>Subtotal</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.0%</b>
<b>SERVICE CHARGES Total</b>		<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER INCOME</b>					
350410	WATER - OTHER INCOME				
	WATER - OTHER INCOME	120,000	120,000	-	0.0%
	<b>Subtotal</b>	<b>120,000</b>	<b>120,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER INCOME Total</b>		<b>120,000</b>	<b>120,000</b>	<b>-</b>	<b>0.0%</b>
<b>GRANT/CONTRIBUTIONS</b>					
375101	GRANT				
	ARPA RELIEF FUNDS		1,841,296	1,841,296	
	<b>Subtotal</b>		<b>1,841,296</b>	<b>1,841,296</b>	
<b>GRANT/CONTRIBUTIONS Total</b>			<b>1,841,296</b>	<b>1,841,296</b>	
<b>INVESTMENT INCOME</b>					
360000	INTEREST EARNINGS				
	INTEREST EARNINGS	100,000	150,000	50,000	50.0%
	<b>Subtotal</b>	<b>100,000</b>	<b>150,000</b>	<b>50,000</b>	<b>50.0%</b>
<b>INVESTMENT INCOME Total</b>		<b>100,000</b>	<b>150,000</b>	<b>50,000</b>	<b>50.0%</b>
<b>BOND PROCEEDS</b>					
375000	BOND PROCEEDS				
	BOND PROCEEDS		1,575,000	1,575,000	
	<b>Subtotal</b>		<b>1,575,000</b>	<b>1,575,000</b>	
375001	IEPA LOAN				
	IEPA LOAN		100,000	100,000	
	<b>Subtotal</b>		<b>100,000</b>	<b>100,000</b>	
<b>BOND PROCEEDS Total</b>			<b>1,675,000</b>	<b>1,675,000</b>	
<b>Grand Total</b>		<b>10,150,250</b>	<b>13,716,546</b>	<b>3,566,296</b>	<b>35.1%</b>



# Water Management

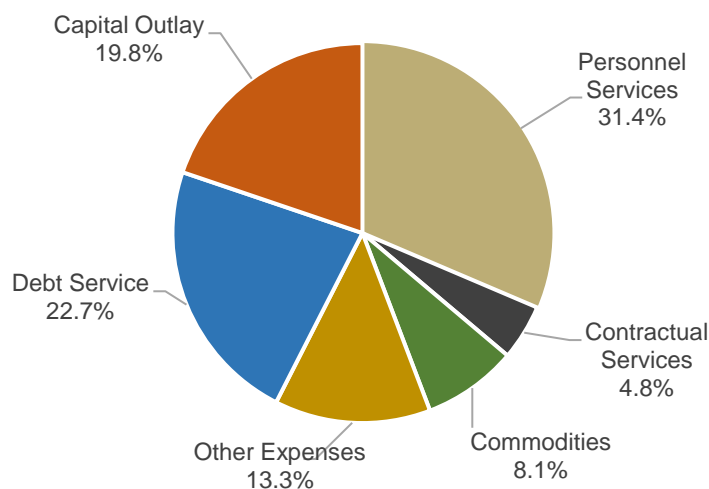
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Water Plant Operations	2,965,586	3,036,794	3,240,493	3,170,042	3,256,220	15,727
Water Reservoir & Meters	293,985	280,361	338,339	319,801	342,691	4,352
Water Distribution	1,385,836	1,183,534	1,352,372	1,320,411	2,043,176	690,804
Miscellaneous	1,635,357	1,732,588	2,013,122	1,745,296	2,048,263	35,141
Billing	160,169	153,864	188,481	180,519	176,449	(12,032)
Debt Service	2,329,202	355,488	3,015,000	2,813,500	2,750,000	(265,000)
Capital Improvements	6,987,808	4,728,621	400,000	415,125	1,725,000	1,325,000
<b>TOTAL BUDGET</b>	<b>15,757,943</b>	<b>11,471,250</b>	<b>10,547,807</b>	<b>9,964,694</b>	<b>12,341,799</b>	<b>1,793,992</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Services	3,413,159	3,665,333	3,770,613	3,776,006	3,876,060	105,447
Contractual Services	478,722	369,792	467,650	470,522	586,620	118,970
Commodities	806,258	853,999	972,765	957,918	993,925	21,160
Other Expenses	1,266,216	1,331,427	1,648,279	1,351,895	1,641,114	(7,165)
Debt Service	2,329,202	355,488	3,015,000	2,813,500	2,800,000	(215,000)
Capital Outlay	7,464,385	4,895,211	673,500	594,853	2,444,080	1,770,580
<b>TOTAL BUDGET</b>	<b>15,757,943</b>	<b>11,471,250</b>	<b>10,547,807</b>	<b>9,964,694</b>	<b>12,341,799</b>	<b>1,793,992</b>





# Water Management

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## BUDGET ANALYSIS

### Water Plant Operations

The budget includes an increase of \$34,000 for the purchase of chemicals for water treatment due to increasing commodity prices. There is a decrease of \$20,000 for water plant electricity due to a multi-year contract for renewable energy.

### Water Reservoir and Meter Maintenance

No significant budgetary changes in 2022

### Water Distribution

In 2022, the following capital improvement projects are included in the water fund for distribution system maintenance.

- Corrosion Control Study (\$150,000)
- System Pressure Monitoring (\$26,000)
- Lead Service Line Replacement (\$457,600)
- Valve Improvements (\$94,000)

### Miscellaneous Services

A total of \$1,340,000 has been provided for payment to the General Fund for services provided.

### Water Billing

The budget provides for the continuation of the existing activities. The Water Fund's share of the annual audit and postage costs are also included. The budget also includes savings associated with the outsourcing of utility bill printing.

### Debt Service

This program provides for the principal, interest and fees associated with the annual debt service for issuances that financed Water Fund capital projects. Water capital projects have been financed with two types of debt instruments; a low interest loan through the Illinois Environmental Protection Agency (IEPA) and General Obligation (G.O.) bond issuances.

- G.O. Series 2017B Issuance. This refunding included funds for the remaining amount of the outstanding G.O. Series 2009, that were utilized for water system improvements.
- 2019 IEPA Loan Issuance. This loan financed the \$8.9 million Electrical Improvement Project at the Water Plant.
- G.O. Series 2020A Issuance. This issuance included funds to finance water main replacements on Central Avenue & Lake Ave.



# Water Management

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- G.O. Series 2020B Issuance. This refunding included funds for the remaining amount of outstanding G.O. Series 2010, that were utilized for standpipe reconditioning, SCADA software upgrades and water plant improvements.
- G.O. Series 2021 Issuance. A portion of the issuance, \$1.6 million, refunded the outstanding Series 2011 Issue related to the Water Fund.

## **Capital Improvements**

2022 starts Phase I of the treatment process improvements project (\$675,000) and the water intake and low lift pumping improvements (\$100,000). These are both long term investments in the water plant operations. The water main replacement project (\$900,000) will take place on Schiller Avenue between Hunter Road and Pinecrest Lane in conjunction with Phase 3 of the Neighborhood Storage Project.



# Water Management

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## 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 Plant Operations**

This program provides funding for the operations of the treatment and pumping of drinking water at the C.P. Dubbs Water Plant. The plant produces drinking water for the residents of Wilmette as well as other nearby communities: Kenilworth, Glenview, Golf, North Maine (Aqua America) and American Water (services portions of Prospect Heights).

- **Water Reservoir and Meter Maintenance**

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.

- **Water Distribution**

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.

- **Miscellaneous Services**

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



# Water Management

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Director of Engineering and Public Works, as well as 10% of the Assistant to the Public Works Director's salaries.

- **Water Billing**

Finance Department expenses in connection with the Water Utility are budgeted in this program. These include the costs of meter reading, billing and collection.

- **Capital Improvements**

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.

- **Debt Service**

This program provides for the principal, interest and fees associated with the annual debt service for bond issuances that financed Water Fund capital projects.



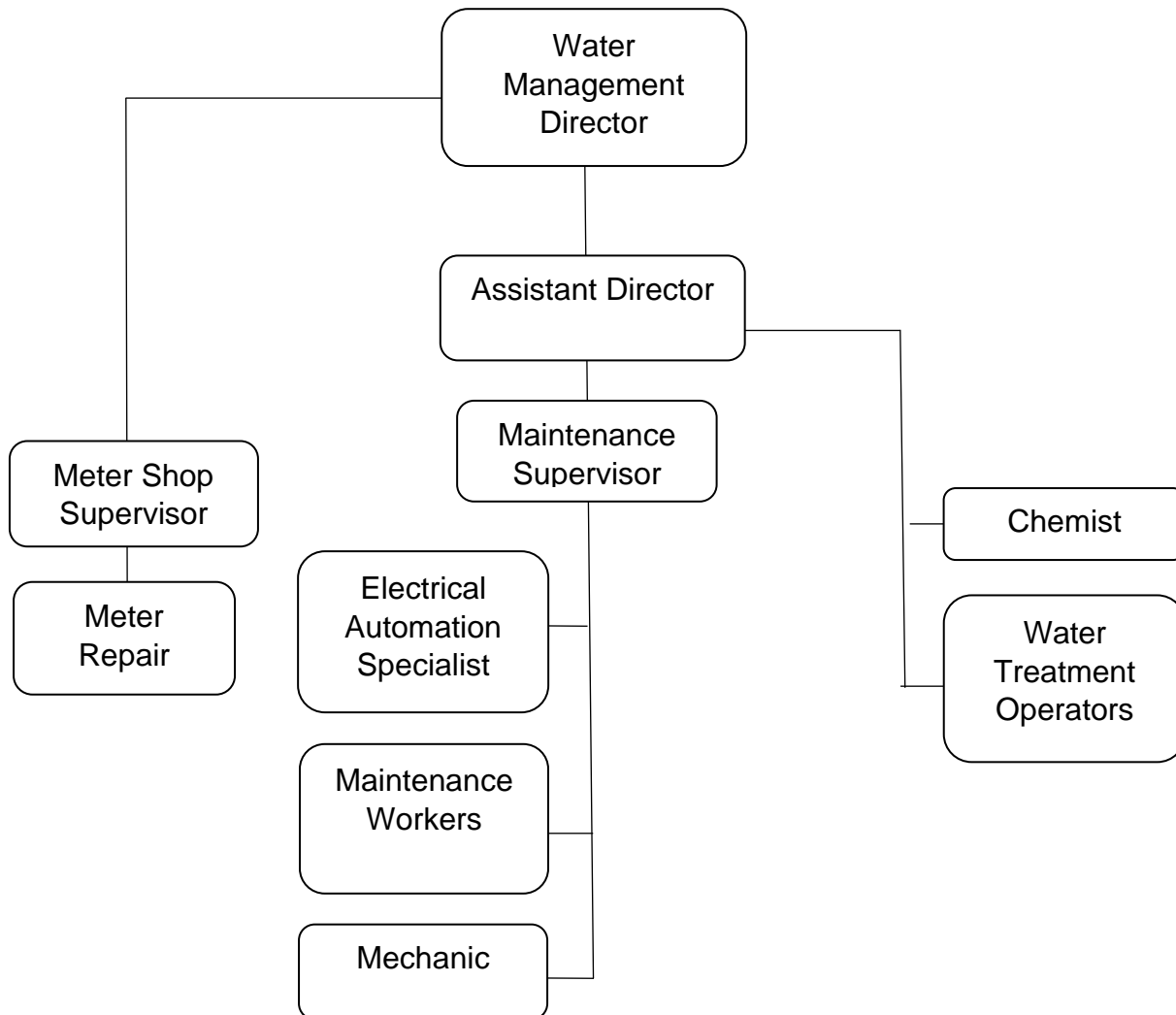
# Water Management

## PERSONNEL

The Water Management Department has a total of 18.0 FTE's. In 2022 there were no staffing updates.

	2018	2019	2020	2021	2022
Water Management	18.00	18.00	18.00	18.00	18.00
<b>TOTAL FTE's</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>

## ORGANIZATIONAL CHART





# Water Management

## PERFORMANCE MEASURES

	Goal	2020 Year End	2021				2021 Year End
Engineering and Public Works			Q1	Q2	Q3	Q4	
<u>Water Service Disruptions</u>							
% of water service disruptions due to water main breaks lasting under 3 hours	95%	71%	92%	75%	100%		91%
Water Main Repairs		51	38	4	4		46
Disruption less than 3 hours		36	35	3	4		42

## ACTIVITY MEASURES

	2018	2019	2020	2021
<b>Water Plant</b>				
Service Population <sup>1</sup>	104,500	104,500	146,500	146,500
Total Volume of Water Produced (Gallons)	4,050,571,000	3,885,590,000	4,534,938,000	5,704,890,000
Average Production (MGD)	11.10	10.60	12.40	15.59
Percent Change in Production from Prior Year	-0.01%	-4.5%	+16.7%	+26%
Wholesale Water Delivered (Gallons)	2,758,299,000	2,667,408,000	3,278,967,000	4,319,229,000
Non-Revenue Water Loss by Volume (Wilmette)	9.0%	19.3%	13.1%	15%
Equipment & Facility Maintenance (hours)	6,221	6,818	6,557	7,119
Preventive Maintenance Routes Completed	213	213	195	226
Average Finished Water Turbidity Reading (NTU) <sup>2</sup>	0.05	0.05	0.07	0.05
Average Finished Water Chlorine Residual (mg/l)	1.10	1.21	1.39	1.42

<sup>1</sup> Includes population in Wilmette, Glenview, Golf, Kenilworth, and a portion of Prospect Heights; Beginning June 2020, Glenview began providing water to North Maine Water Utility.

<sup>2</sup> Turbidity measures 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

<b>Meter Shop</b>				
Quarterly Automatic Meter Reading (AMR) Reads	38,000	38,000	38,000	38,000
Final Water Meter Reads	727	682	780	800
Water Meters Replaced	739	563	195	350





# Water Management

	2018	2019	2020	2021
Number of RPZ valves Tracked	2,112	2,232	2,340	2,461
New Meters Related to Construction Activities	87	66	40	50
<b>Engineering and Public Works</b>				
Utility Locates (JULIE)	6,157	6,161	6,908	7,000
Utility Locates (JULIE)-Transmission Mains <sup>1</sup>	1,770	1,808	1,819	2,000
Water Main Break Repairs	66	58	51	50
Water Service Leak Repairs	18	18	18	8
Hydrant Replacements	7	12	12	20
New Water Service Connections	102	70	62	31
Valve Installations	3	2	11	10
Distribution System Surveyed <sup>2</sup>	25%	25%	25%	25%

<sup>1</sup> In 2017, the Village expanded JULIE locate requests to identify request within 50-feet of a large water transmission main to provide better oversight and protection of critical Village infrastructure.

<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.



## OBJECTIVES AND ACCOMPLISHMENTS

### ***Looking Forward: 2022 Objectives***

- Conduct a conceptual engineering study for the 1933 water plant intake replacement and the low lift operation improvements. Apply for an IEPA loan to fund these improvements.
- Replace between 400 to 600 antiquated meters (depending on size) throughout the Village to improve the accuracy of the water meter readings.
- Conduct an engineering/scientific study on the effectiveness of corrosion inhibitors as required by the IEPA.
- Bring a discussion on the Automatic Meter Reading (AMR) replacement to the Municipal Services Committee (MSC).
- Initiate the replacement of water treatment chemicals bulk storage tanks by performing an engineering study followed by bidding the tanks replacement.

### ***Reviewing the Year: 2021 Accomplishments***

- Execute the second phase of the electrical improvements at the water plant by replacing the Motor Control Center (MCC) and Variable Frequency Drives (VFDs) of the low lift pumping operation.  
*This project has been merged into the intake replacement project in 2022. The electrical equipment replacement will be assessed and executed during these improvements.*
- Replace between 400 to 600 antiquated meters (depending on size) throughout the Village to improve the accuracy of the water meter readings.  
*The meter shop staff is projected to replace 450 meters. The lower number of meters replaced is due to the COVID-19 pandemic.*
- Continue the high lift pump rebuild program by completing the rebuild of high lift pump number nine.  
*It is projected to have the pump rebuild in the fall of 2021.*
- Hire a Diving Contractor to conduct inspection and cleaning of the water intakes.  
*This project has been merged into the intake replacement project in 2022 and it is expected a diving inspection and study will be performed during the initial study.*
- 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 USEPA) 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.*

# Water Management

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*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.*

- Work with the Finance Department to perform an analysis of the power consumption at the sewer and sanitary facilities.

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - PLANT OPERATIONS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	1,379,842	1,515,358	1,529,613	1,533,953	1,583,711	54,098	3.54%
410200	OVERTIME WAGES	37,574	39,788	35,725	30,247	35,725	-	0.00%
415000	EMPLOYEE BENEFITS	583,215	625,024	659,939	659,322	677,296	17,357	2.63%
<b>PERSONNEL EXPENSE Total</b>		<b>2,000,631</b>	<b>2,180,170</b>	<b>2,225,277</b>	<b>2,223,522</b>	<b>2,296,732</b>	<b>71,455</b>	<b>3.21%</b>
<b>CONTRACTUAL SERVICES</b>								
420020	PROFESSIONAL SERVICES	-	-	3,000	3,000	3,000	-	0.00%
421000	CONTRACTUAL SERVICES	42,662	28,662	30,300	47,757	34,000	3,700	12.21%
421125	CONTRACTUAL CUSTODIAL SERVICES	7,168	8,744	11,000	10,633	11,000	-	0.00%
422400	MAINT.-EQUIPMENT	36,356	23,416	34,000	21,638	34,000	-	0.00%
422500	MAINT.- INTAKE	-	-	-	-	-	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	-	-	1,500	827	1,500	-	0.00%
428100	COMPUTER COMMUNICATIONS EXP.	-	-	460	113	460	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>86,186</b>	<b>60,822</b>	<b>80,260</b>	<b>83,968</b>	<b>83,960</b>	<b>3,700</b>	<b>4.61%</b>
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	5,181	4,763	5,800	5,469	5,800	-	0.00%
430075	SUPPLIES	37,435	28,022	32,000	32,347	32,000	-	0.00%
430150	SUPPLIES - COMPUTER PARTS	-	4,092	1,000	1,079	1,000	-	0.00%
430210	SUPPLIES - LABORATORY	11,194	18,564	16,800	15,785	16,300	(500)	-2.98%
430475	MATERIALS - EQUIPMENT REPAIRS	33,827	37,849	32,500	45,820	33,500	1,000	3.08%
430530	WATER PLANT POWER	351,888	392,472	465,000	447,866	445,000	(20,000)	-4.30%
430560	HEATING - GAS	24,062	26,117	40,000	34,369	40,000	-	0.00%
430600	CHEMICALS	120,089	159,255	164,000	174,790	198,000	34,000	20.73%
<b>COMMODITIES Total</b>		<b>583,677</b>	<b>671,134</b>	<b>757,100</b>	<b>757,525</b>	<b>771,600</b>	<b>14,500</b>	<b>1.92%</b>
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	8,970	8,350	16,356	12,369	12,428	(3,928)	-24.02%
441000	INCIDENTALS	1,136	2,356	1,000	944	1,000	-	0.00%
447070	MWRDGC USER CHARGES	36,366	60,409	50,000	54,951	50,000	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>46,471</b>	<b>71,115</b>	<b>67,356</b>	<b>68,264</b>	<b>63,428</b>	<b>(3,928)</b>	<b>-5.83%</b>
<b>CAPITAL OUTLAY</b>								
470530	INFRASTRUCTURE - WATER PLANT	197,717	51,282	70,000	35,000	-	(70,000)	-100.00%
480200	P.W. VEHICLES- PICK-UP TRUCKS	42,781	-	-	-	-	-	0.00%
480275	P.W. VEHICLES- OTHER	-	-	36,500	-	36,500	-	0.00%
490500	OTHER EQUIP. - WATER	8,123	2,271	4,000	1,763	4,000	-	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>248,620</b>	<b>53,553</b>	<b>110,500</b>	<b>36,763</b>	<b>40,500</b>	<b>(70,000)</b>	<b>-63.35%</b>
<b>Grand Total</b>		<b>2,965,586</b>	<b>3,036,794</b>	<b>3,240,493</b>	<b>3,170,042</b>	<b>3,256,220</b>	<b>15,727</b>	<b>0.49%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - PLANT OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	1,529,613	1,583,711	54,098	3.5%
	<b>Subtotal</b>	<b>1,529,613</b>	<b>1,583,711</b>	<b>54,098</b>	<b>3.5%</b>
410200	OVERTIME WAGES				
	OVERTIME	35,725	35,725	-	0.0%
	<b>Subtotal</b>	<b>35,725</b>	<b>35,725</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	659,939	677,296	17,357	2.6%
	<b>Subtotal</b>	<b>659,939</b>	<b>677,296</b>	<b>17,357</b>	<b>2.6%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>2,225,277</b>	<b>2,296,732</b>	<b>71,455</b>	<b>3.2%</b>
<b>CONTRACTUAL SERVICES</b>					
420020	PROFESSIONAL SERVICES				
	ROUTINE SCADA SOFTWARE LICENSE AND SUPPORT, PROGRAMMING AND REPAIRS	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
421000	CONTRACTUAL SERVICES				
	ANNUAL INSPECTION AND TESTING OF HOIST AT THE WATER PLANT	2,000	2,000	-	0.0%
	BI-MONTHLY VIBRATION TESTING OF THE HIGH LIFT PUMPS TO PREVENT MAJOR DAMAGES	6,000	6,000	-	0.0%
	OTHER CONTRACTUAL SERVICES SUCH AS BUILDING REPAIRS AND ENGINEERING SERVICES	10,000	10,000	-	0.0%
	REQUIRED WATER QUALITY TESTING BY THE EPA	5,000	5,000	-	0.0%
	SCADA SOFTWARE ANNUAL LICENSE & SUPPORT	6,500	6,500	-	0.0%
	TRAINING AND FIT TESTING FOR THE MAINTENANCE PERSONNEL ON RESPIRATORY GEAR	800	800	-	0.0%
	ELEVATOR INSPECTION SERVICES		1,500	1,500	
	FIRE ALARM AND SPRINKLER SYSTEMS INSPECTION		2,200	2,200	
	<b>Subtotal</b>	<b>30,300</b>	<b>34,000</b>	<b>3,700</b>	<b>12.2%</b>
421125	CONTRACTUAL CUSTODIAL SERVICES				
	CONTRACTUAL CUSTODIAL SERVICES FOR THE WATER PLANT	11,000	11,000	-	0.0%
	<b>Subtotal</b>	<b>11,000</b>	<b>11,000</b>	<b>-</b>	<b>0.0%</b>
422400	MAINT.-EQUIPMENT				
	CONTRACTUAL MAINTENANCE OF SEVEN DIFFERENT COOLING AND HEATING UNITS AT THE WATER PLANT	3,000	3,000	-	0.0%
	CONTRACTUAL WORK ON OTHER WATER PLANT EQUIPMENT	10,000	10,000	-	0.0%
	MAINTENANCE AND REPAIRS PERFORMED ON THE 4 AIR COMPRESSORS AND THE 3 VACUUM SYSTEMS	2,500	2,500	-	0.0%
	MAINTENANCE AND REPAIRS PERFORMED ON THE HYPO, COAGULANT, PHOSPHATE AND FLUORIDE FEED SYSTEMS	4,500	4,500	-	0.0%
	REPAIRS PERFORMED ON THE RAPID MIXERS, FLOCCULATORS CONTROLLERS, MIXING SHAFTS.	6,000	6,000	-	0.0%
	REPAIRS PERFORMED ON THE VARIOUS PUMPS AT THE WATER PLANT	8,000	8,000	-	0.0%
	<b>Subtotal</b>	<b>34,000</b>	<b>34,000</b>	<b>-</b>	<b>0.0%</b>
428020	TELEPHONE SERVICE - CELLULAR				
	CELL PHONE AND TABLET CHARGES	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
428100	COMPUTER COMMUNICATIONS EXP.				
	DATA COSTS FOR IPAD	460	460	-	0.0%
	<b>Subtotal</b>	<b>460</b>	<b>460</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>80,260</b>	<b>83,960</b>	<b>3,700</b>	<b>4.6%</b>
<b>COMMODITIES</b>					
430050	UNIFORM EXPENSE				
	CLOTHING FOR 15 EMPLOYEES AT THE WATER PLANT	1,000	1,000	-	0.0%
	CONTRACTUAL UNIFORM EXPENSES (CLEANING SERVICE) FOR 14 EMPLOYEES (SHIRTS AND PANTS)	2,200	2,200	-	0.0%
	UNIFORM ALLOWANCE FOR 14 EMPLOYEES TO PURCHASE JACKETS, SAFETY SHOES OR JEANS	2,600	2,600	-	0.0%
	<b>Subtotal</b>	<b>5,800</b>	<b>5,800</b>	<b>-</b>	<b>0.0%</b>
430075	SUPPLIES				
	HARDWARE PIPE AND FITTING SUPPLIES TO PERFORM MAINTENANCE TASKS AT THE WATER PLANT	8,500	8,500	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - PLANT OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>430075</b>	<b>OTHER SUPPLIES TO PERFORM THE VARIOUS MAINTENANCE TASKS AT THE WATER PLANT</b>	7,500	7,500	-	0.0%
	SUPPLIES FOR ELECTRICAL WORK AT THE WATER PLANT	8,000	8,000	-	0.0%
	SUPPLIES FOR PLUMBING WORK (SUCH AS THE CHEMICAL FEEDING SYSTEM) AT THE WTP	8,000	8,000	-	0.0%
	<b>Subtotal</b>	<b>32,000</b>	<b>32,000</b>	<b>-</b>	<b>0.0%</b>
<b>430150</b>	<b>SUPPLIES - COMPUTER PARTS</b>				
	PARTS FOR COMPUTER EQUIPMENT OF SCADA AT THE WTP	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
<b>430210</b>	<b>SUPPLIES - LABORATORY</b>				
	BACTERIOLOGICAL TESTING SUPPLIES - PURCHASING REAGENTS AND SUPPLIES FOR THE BACTERIOLOGICAL TESTING OF WATER IN OUR IDPH CERTIFIED LAB	5,500	5,500	-	0.0%
	CHEMICAL ANALYSIS SUPPLIES-REAGENTS FOR THE VARIOUS CHEMICAL ANALYSIS OF THE WATER	4,500	4,500	-	0.0%
	REPLACE LABORATORY CABINETS AND CONTERTOP IN THE CHEM LAB ONLY	5,000		(5,000)	#NULL!
	VARIOUS INSTRUMENTS AND PROBES NEEDED FOR THE WATER QUALITY TESTING	1,800	1,800	-	0.0%
	REPLACE BENCH CHLORINE ANALYZER		4,500	4,500	
	<b>Subtotal</b>	<b>16,800</b>	<b>16,300</b>	<b>(500)</b>	<b>-3.0%</b>
<b>430475</b>	<b>MATERIALS - EQUIPMENT REPAIRS</b>				
	BASIN MIXER VFD'S TO REPLACE OBSOLETE EQUIPMENT, PARTS NO LONGER AVAILABLE	5,000	5,000	-	0.0%
	CHEMICAL METERING SYSTEM REPAIR PARTS-PARTS NEEDED TO PERFORM MAINTENANCE AND REPAIRS TO THE HYPO, COAGULANT, FLUORIDE AND PHOSPHATE FEEDS	3,500	4,500	1,000	28.6%
	MATERIALS NEEDED TO REPAIR OTHER WATER PLANT EQUIPMENT	5,000	5,000	-	0.0%
	PARTS NEEDED TO PERFORM IN-HOUSE REPAIRS TO 1956 AND 1933 VACUUM SYSTEMS	3,500	3,500	-	0.0%
	PARTS TO MAINTAIN AND REPAIR HEATING SYSTEMS AT THE WATER PLANT	3,000	3,000	-	0.0%
	PARTS TO REPAIR BASINS MIXERS AT THE WATER PLANT = FLOCCULATOR AND MIXER GEARBOX	2,000	2,000	-	0.0%
	PARTS TO REPAIR FILTER VALVES AT WATER PLANT	3,500	3,500	-	0.0%
	PARTS TO REPAIR PUMPS AT THE WATER PLANT	3,000	3,000	-	0.0%
	REPLACE HYPO FEEDING PUMPS	4,000	4,000	-	0.0%
	<b>Subtotal</b>	<b>32,500</b>	<b>33,500</b>	<b>1,000</b>	<b>3.1%</b>
<b>430530</b>	<b>WATER PLANT POWER</b>				
	POWER USED TO OPERATE WATER PLANT EQUIPMENT AND PROCESSES	465,000	445,000	(20,000)	-4.3%
	<b>Subtotal</b>	<b>465,000</b>	<b>445,000</b>	<b>(20,000)</b>	<b>-4.3%</b>
<b>430560</b>	<b>HEATING - GAS</b>				
	NATURAL GAS USED TO HEAT THE WATER PLANT AND OPERATE EQUIPMENT	40,000	40,000	-	0.0%
	<b>Subtotal</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	<b>0.0%</b>
<b>430600</b>	<b>CHEMICALS</b>				
	CORROSION INHIBITOR - FEED ORTHO-PHOSPHATE	19,000	23,000	4,000	21.1%
	DISINFECTANT-THE COST TO FEED HYPOCHLORITE	45,000	56,000	11,000	24.4%
	FEED DELPAC 2020 AS A COAGULANT	55,000	63,000	8,000	14.5%
	FLUORIDATION-THE COST TO FEED FLUORIDE	45,000	56,000	11,000	24.4%
	<b>Subtotal</b>	<b>164,000</b>	<b>198,000</b>	<b>34,000</b>	<b>20.7%</b>
<b>COMMODITIES Total</b>		<b>757,100</b>	<b>771,800</b>	<b>14,500</b>	<b>1.9%</b>
<b>OTHER EXPENSE</b>					
<b>440500</b>	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	16,356	12,428	(3,928)	-24.0%
	<b>Subtotal</b>	<b>16,356</b>	<b>12,428</b>	<b>(3,928)</b>	<b>-24.0%</b>
<b>441000</b>	<b>INCIDENTALS</b>				
	INCIDENTAL SUPPLIES SUCH AS SHIPPING CHARGES AND OTHER SUPPLIES	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>
<b>447070</b>	<b>MWRDGC USER CHARGES</b>				
	DISPOSAL OF SLUDGE TO MWRD AND OTHER USER CHARGES	50,000	50,000	-	0.0%
	<b>Subtotal</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>67,356</b>	<b>63,428</b>	<b>(3,928)</b>	<b>-5.8%</b>
<b>CAPITAL OUTLAY</b>					

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - PLANT OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
470530	<b>INFRASTRUCTURE - WATER PLANT</b>				
	REBUILD HIGH LIFT PUMPS (CIP PROJECT)	50,000		(50,000)	#NULL!
	WATER INTAKES INSPECTIONS (CIP PROJECT)	20,000		(20,000)	#NULL!
	<b>Subtotal</b>	<b>70,000</b>		<b>(70,000)</b>	<b>#NULL!</b>
480275	<b>P.W. VEHICLES- OTHER</b>				
	T-25 (2004 - WATER METER SHOP VAN) (CIP PROJECT)	36,500	36,500	-	0.0%
	<b>Subtotal</b>	<b>36,500</b>	<b>36,500</b>	<b>-</b>	<b>0.0%</b>
490500	<b>OTHER EQUIP. - WATER</b>				
	PARK DISTRICT BEACH TESTING (REIMBURSED BY PARK DISTRICT)	4,000	4,000	-	0.0%
	<b>Subtotal</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY Total</b>		<b>110,500</b>	<b>40,500</b>	<b>(70,000)</b>	<b>-63.3%</b>
<b>Grand Total</b>		<b>3,240,493</b>	<b>3,256,220</b>	<b>15,727</b>	<b>0.5%</b>



**DATE:** September 20, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Nabil Quafisheh, Director of Water Management

**SUBJECT:** Budget Justification Memo: Water Plant Chemicals

<b>Account Number</b>	41818090-430600
<b>Department</b>	Water Management
<b>Account Name</b>	Chemicals

### Background

This account provides funding for the consumption of treatment chemicals used to treat the drinking water at the C.P. Dubbs Water Plant.

### Justification

The increase in budget of this account by \$33,000 (from \$165,000 to \$198,000) in 2022 is due to projected increase in chemicals cost in the upcoming purchasing bids. An informal survey of prices indicated a projected increase of 20% from the current contract prices obtained late 2019. Our current contracts ends this year and the purchasing bids will be advertised this fall.

Annual Chemical Usage					Unit Cost 2020/2021	Unit Cost 2022 (Projected)
Chemical	2018	2019	2020	2021 (Estimate)		
<b>DeIPAC 2020 (LBS)</b>	325,339	307,952	413,222	423,099	\$ 0.1690	\$ 0.2028
<b>Chlorine - 150 lb containers (LBS)</b>	927	752	517	578	\$ 0.9800	\$ 1.1760
<b>Hydrofluosilicic Acid (LBS)</b>	111,546	110,664	131,626	147,725	\$ 0.1700	\$ 0.2040
<b>Ortho-polyphosphate (LBS)</b>	41,650	41,946	47,419	55,242	\$ 0.3926	\$ 0.4711
<b>Sodium HypoChlorite (GALS)</b>	57,805	56,454	74,937	80,576	\$ 0.6984	\$ 0.8381



**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - METERING & RESERVOIR

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	152,459	156,852	161,766	161,766	166,847	5,081	3.14%
410200	OVERTIME WAGES	68	-	625	625	625	-	0.00%
415000	EMPLOYEE BENEFITS	49,921	54,297	56,439	56,252	58,441	2,002	3.55%
<b>PERSONNEL EXPENSE Total</b>		<b>202,448</b>	<b>211,149</b>	<b>218,830</b>	<b>218,643</b>	<b>225,913</b>	<b>7,083</b>	<b>3.24%</b>
<b>CONTRACTUAL SERVICES</b>								
421000	CONTRACTUAL SERVICES	13,267	17,355	13,800	15,704	13,800	-	0.00%
422520	MAINT.-RESERVOIR & PUMP STA.	-	335	3,500	3,500	3,500	-	0.00%
422560	MAINT.-STANDPIPE	4,250	4,250	5,200	2,354	5,200	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>17,517</b>	<b>21,940</b>	<b>22,500</b>	<b>21,558</b>	<b>22,500</b>	<b>-</b>	<b>0.00%</b>
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	665	765	700	581	700	-	0.00%
430075	SUPPLIES	1,621	3,290	2,300	2,642	2,300	-	0.00%
430280	SUPPLIES - RESERVOIR	2,351	3,653	3,000	2,553	3,000	-	0.00%
430900	WATER METERS - COST OF SALES	13,873	18,668	20,000	14,380	20,000	-	0.00%
430910	WATER METERS - PARTS	2,171	-	2,200	2,200	2,200	-	0.00%
430920	WATER METERS - REPL. PROG.	40,093	13,156	50,000	38,887	50,000	-	0.00%
430930	WATER METERS - AMR PROG.	4,976	-	5,000	7,522	5,000	-	0.00%
<b>COMMODITIES Total</b>		<b>65,750</b>	<b>39,532</b>	<b>83,200</b>	<b>68,765</b>	<b>83,200</b>	<b>-</b>	<b>0.00%</b>
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	8,270	7,740	13,509	10,727	10,778	(2,731)	-20.22%
442000	TRAINING	-	-	300	108	300	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>8,270</b>	<b>7,740</b>	<b>13,809</b>	<b>10,835</b>	<b>11,078</b>	<b>(2,731)</b>	<b>-19.78%</b>
<b>Grand Total</b>		<b>293,985</b>	<b>280,361</b>	<b>338,339</b>	<b>319,801</b>	<b>342,691</b>	<b>4,352</b>	<b>1.29%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - METERING & RESERVOIR

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	161,766	166,847	5,081	3.1%
	<b>Subtotal</b>	<b>161,766</b>	<b>166,847</b>	<b>5,081</b>	<b>3.1%</b>
410200	OVERTIME WAGES				
	OVERTIME	625	625	-	0.0%
	<b>Subtotal</b>	<b>625</b>	<b>625</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	56,439	58,441	2,002	3.5%
	<b>Subtotal</b>	<b>56,439</b>	<b>58,441</b>	<b>2,002</b>	<b>3.5%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>218,830</b>	<b>225,913</b>	<b>7,083</b>	<b>3.2%</b>
<b>CONTRACTUAL SERVICES</b>					
421000	CONTRACTUAL SERVICES				
	AMR SERVICE AGREEMENT	1,500	1,500	-	0.0%
	EXPENSE TO THE CONTRACTUAL REQUIREMENT TO TEST THE FOUR GLENVIEW MASTER METERS AND ONE MASTER METER WITH KENILWORTH	6,000	6,000	-	0.0%
	METER READING SERVICES - ORION AMRS READING DEVICES INCLUDING LAPTOP, ANTENNAS AND SOFTWARE	5,800	5,800	-	0.0%
	REPAIR OR REPLACE METERS	500	500	-	0.0%
	<b>Subtotal</b>	<b>13,800</b>	<b>13,800</b>	<b>-</b>	<b>0.0%</b>
422520	MAINT.-RESERVOIR & PUMP STA.				
	ROUTINE MAINTENANCE AND CONTRACTUAL EQUIPMENT REPAIRS AT THE 3.0 MG RESERVOIR	3,500	3,500	-	0.0%
	<b>Subtotal</b>	<b>3,500</b>	<b>3,500</b>	<b>-</b>	<b>0.0%</b>
422560	MAINT.-STANDPIPE				
	ANNUAL CATHODIC PROTECTION SYSTEM MAINTENANCE	600	600	-	0.0%
	ANNUAL MAINTENANCE COST OF THE SOLAR MIXING SYSTEM	4,600	4,600	-	0.0%
	<b>Subtotal</b>	<b>5,200</b>	<b>5,200</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>22,500</b>	<b>22,500</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES</b>					
430050	UNIFORM EXPENSE				
	UNIFORM EXPENSE FOR THE TWO METER SHOP EMPLOYEES	700	700	-	0.0%
	<b>Subtotal</b>	<b>700</b>	<b>700</b>	<b>-</b>	<b>0.0%</b>
430075	SUPPLIES				
	PLUMBING AND ELECTRICAL SUPPLIES FOR THE METER SHOP	2,300	2,300	-	0.0%
	<b>Subtotal</b>	<b>2,300</b>	<b>2,300</b>	<b>-</b>	<b>0.0%</b>
430280	SUPPLIES - RESERVOIR				
	EQUIPMENT SUPPLIES FOR THE 3.0 MG RESERVOIR	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
430900	WATER METERS - COST OF SALES				
	NEW METER SERVICE INSTALLATIONS	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
430910	WATER METERS - PARTS				
	REPAIR PARTS FOR THE METER REPLACEMENT PROGRAM	2,200	2,200	-	0.0%
	<b>Subtotal</b>	<b>2,200</b>	<b>2,200</b>	<b>-</b>	<b>0.0%</b>
430920	WATER METERS - REPL. PROG.				
	WATER METER REPLACEMENT PROGRAM (CIP PROJECT)	50,000	50,000	-	0.0%
	<b>Subtotal</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.0%</b>
430930	WATER METERS - AMR PROG.				
	REPLACE ANY MALFUNCTIONING AMRS THAT ARE OUTSIDE OF WARRANTY	5,000	5,000	-	0.0%
	<b>Subtotal</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>83,200</b>	<b>83,200</b>	<b>-</b>	<b>0.0%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - METERING & RESERVOIR

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>OTHER EXPENSE</b>					
440500	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	13,509	10,778	(2,731)	-20.2%
	<b>Subtotal</b>	<b>13,509</b>	<b>10,778</b>	<b>(2,731)</b>	<b>-20.2%</b>
442000	<b>TRAINING</b>				
	TRAINING FOR METER SHOP EMPLOYEES	300	300	-	0.0%
	<b>Subtotal</b>	<b>300</b>	<b>300</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>13,809</b>	<b>11,078</b>	<b>(2,731)</b>	<b>-19.8%</b>
<b>Grand Total</b>		<b>338,339</b>	<b>342,691</b>	<b>4,352</b>	<b>1.3%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - DISTRIBUTION

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	444,468	464,800	481,419	486,832	483,199	1,780	0.37%
410200	OVERTIME WAGES	34,390	33,470	37,600	34,020	37,600	-	0.00%
415000	EMPLOYEE BENEFITS	169,920	189,529	206,094	213,300	196,014	(10,080)	-4.89%
<b>PERSONNEL EXPENSE Total</b>		<b>648,778</b>	<b>687,799</b>	<b>725,113</b>	<b>734,152</b>	<b>716,813</b>	<b>(8,300)</b>	<b>-1.14%</b>
<b>CONTRACTUAL SERVICES</b>								
420020	PROFESSIONAL SERVICES	43,402	24,612	58,500	55,422	188,700	130,200	222.56%
421000	CONTRACTUAL SERVICES	151,730	90,469	137,730	124,441	134,700	(3,030)	-2.20%
422540	MAINT.-DISTRIBUTION SYSTEM	60,801	30,982	30,000	22,542	30,000	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	1,175	1,434	1,300	1,580	1,500	200	15.38%
<b>CONTRACTUAL SERVICES Total</b>		<b>257,107</b>	<b>147,497</b>	<b>227,530</b>	<b>203,985</b>	<b>354,900</b>	<b>127,370</b>	<b>55.98%</b>
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	3,646	4,225	4,515	3,782	5,500	985	21.82%
430130	SUPPLIES - MISC. TOOLS & EQUIP	9,246	6,327	6,000	10,248	6,000	-	0.00%
430400	MATERIALS	97,890	87,984	71,250	71,104	74,500	3,250	4.56%
430480	MATERIALS - FIRE HYDRANTS	22,324	25,591	24,800	25,330	27,225	2,425	9.78%
<b>COMMODITIES Total</b>		<b>133,107</b>	<b>124,127</b>	<b>106,565</b>	<b>110,464</b>	<b>113,225</b>	<b>6,660</b>	<b>6.25%</b>
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	117,290	109,530	125,139	123,143	123,733	(1,406)	-1.12%
441000	INCIDENTALS	302	39	500	331	500	-	0.00%
442000	TRAINING	1,296	1,505	4,525	5,371	5,425	900	19.89%
<b>OTHER EXPENSE Total</b>		<b>118,887</b>	<b>111,074</b>	<b>130,164</b>	<b>128,845</b>	<b>129,658</b>	<b>(506)</b>	<b>-0.39%</b>
<b>CAPITAL OUTLAY</b>								
470550	INFRASTRUCTURE - WATER MAINS	68,325	113,037	103,000	96,965	613,080	510,080	495.22%
480200	P.W. VEHICLES- PICK-UP TRUCKS	30,907	-	28,500	28,500	11,000	(17,500)	-61.40%
480250	P.W. VEHICLES- SM. DUMP TRUCKS	-	-	31,500	17,500	51,000	19,500	61.90%
480275	P.W. VEHICLES- OTHER	128,725	-	-	-	53,500	53,500	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>227,957</b>	<b>113,037</b>	<b>163,000</b>	<b>142,965</b>	<b>728,580</b>	<b>565,580</b>	<b>346.98%</b>
<b>Grand Total</b>		<b>1,385,836</b>	<b>1,183,534</b>	<b>1,352,372</b>	<b>1,320,411</b>	<b>2,043,176</b>	<b>690,804</b>	<b>51.08%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - DISTRIBUTION

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	481,419	483,199	1,780	0.4%
	<b>Subtotal</b>	<b>481,419</b>	<b>483,199</b>	<b>1,780</b>	<b>0.4%</b>
410200	OVERTIME WAGES				
	OVERTIME	37,600	37,600	-	0.0%
	<b>Subtotal</b>	<b>37,600</b>	<b>37,600</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	206,094	196,014	(10,080)	-4.9%
	<b>Subtotal</b>	<b>206,094</b>	<b>196,014</b>	<b>(10,080)</b>	<b>-4.9%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>725,113</b>	<b>716,813</b>	<b>(8,300)</b>	<b>-1.1%</b>
<b>CONTRACTUAL SERVICES</b>					
420020	PROFESSIONAL SERVICES				
	GIS IMPLEMENTATION THROUGH GIS CONSORTIUM AT 40% FTE (1/3 GF, 1/3 WF, 1/3 SF)	30,500	30,500	-	0.0%
	HYDRAULIC MODELING AND FIRE FLOW TESTING (CIP PROJECT)	15,000		(15,000)	#NULL!
	GIS HARDWARE AND SOFTWARE (CIP PROJECT)	13,000		(13,000)	#NULL!
	HYDRAULIC MODELING AND FIRE FLOW TESTING (20 FIRE FLOW TESTS ANNUALLY)		8,200	8,200	
	CORROSION CONTROL INHIBITOR STUDY (CIP PROJECT)		150,000	150,000	
	<b>Subtotal</b>	<b>58,500</b>	<b>188,700</b>	<b>130,200</b>	<b>222.6%</b>
421000	CONTRACTUAL SERVICES				
	CONTRACTUAL STREET RENOVATIONS DUE TO EXCAVATIONS	75,000	78,000	3,000	4.0%
	EQUIPMENT RENTAL (I.E. BACKHOE OR MINI-EXCAVATOR)	5,000	5,000	-	0.0%
	EQUIPMENT REPAIRS	4,000	4,000	-	0.0%
	EXERCISING OF LARGE WATER VALVES IN THE DISTRIBUTION SYSTEM, 1/3 OF SYSTEM EACH YEAR (OR 12 VALVES)	3,500	3,750	250	7.1%
	GPS FLEET MANAGEMENT	1,680	3,300	1,620	96.4%
	HYDRANT FLOW TESTING FOR ISO RATING (APPROX. 20 HYDRANTS)	1,800	2,200	400	22.2%
	PARKWAY RESTORATION (APPROXIMATELY 375 YARDS OF SOD)	4,600		(4,600)	#NULL!
	TRAFFIC CONTROL PLANS FOR WORKSITES ALONG ARTERIAL STREETS	400	400	-	0.0%
	TRANSMISSION MAIN REPAIRS (CIP PROJECT)	21,500	16,000	(5,500)	-25.6%
	CONTRACTUAL HAULING AND DISPOSAL OF SPOIL (APPROX. 49 LOADS)	20,250	22,050	1,800	8.9%
	<b>Subtotal</b>	<b>137,730</b>	<b>134,700</b>	<b>(3,030)</b>	<b>-2.2%</b>
422540	MAINT.-DISTRIBUTION SYSTEM				
	CONTRACTORS ON AN AS-NEEDED BASIS (I.E. WATER MAIN REPAIRS)	30,000	30,000	-	0.0%
	<b>Subtotal</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>0.0%</b>
428020	TELEPHONE SERVICE - CELLULAR				
	CELL PHONE AND TABLET CHARGES	1,300	1,500	200	15.4%
	<b>Subtotal</b>	<b>1,300</b>	<b>1,500</b>	<b>200</b>	<b>15.4%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>227,530</b>	<b>354,900</b>	<b>127,370</b>	<b>56.0%</b>
<b>COMMODITIES</b>					
430050	UNIFORM EXPENSE				
	50% OF PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR 12 FULL TIME EMPLOYEES, SHARED W/ WATER FUND (9 MAINTENANCE WORKERS, TWO CREW LEADERS AND SUPERINTENDENT)	1,300	1,600	300	23.1%
	50% OF UNIFORM ALLOWANCES FOR 12 FULL TIME EMPLOYEES AT \$250 EA., SHARED W/ WATER FUND (9 MAINTENANCE WORKERS AND THREE SUPERVISORS)	1,500	1,500	-	0.0%
	50% OF UNIFORM RENTAL FOR 10 FULL TIME EMPLOYEES - 8 MAINTENANCE WORKERS AND TWO CREW LEADERS (SHARED W/ WATER FUND)	400	1,000	600	150.0%
	50% OF WILMETTE LOGO SHIRTS AND HATS FOR 12 FULL TIME EMPLOYEES, SHARED W/ WATER FUND (9 MAINTENANCE WORKERS, TWO CREW LEADERS AND SUPERINTENDENT)	1,200	1,280	80	6.7%
	PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR ONE PART-TIME EMPLOYEE (FIRE HYDRANT INSPECTOR)	50	50	-	0.0%
	WILMETTE LOGO SHIRTS AND HATS FOR ONE SEASONAL EMPLOYEE (FIRE HYDRANT INSPECTOR)	65	70	5	7.7%
	<b>Subtotal</b>	<b>4,515</b>	<b>5,500</b>	<b>985</b>	<b>21.8%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - DISTRIBUTION

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>430130</b>	<b>SUPPLIES - MISC. TOOLS &amp; EQUIP</b>				
	REPLACEMENT OF PORTABLE GENERATOR, TRASH PUMPS, WATER TAP EQUIPMENT, CONFINED SPACE GEAR, POWER TOOLS, HAND TOOLS, ETC.	6,000	6,000	-	0.0%
	<b>Subtotal</b>	<b>6,000</b>	<b>6,000</b>	<b>-</b>	<b>0.0%</b>
<b>430400</b>	<b>MATERIALS</b>				
	MISCELLANEOUS SUPPLIES AND PARTS	5,800	6,200	400	6.9%
	REPAIR CLAMPS AND SLEEVES FOR WATER MAIN BREAKS	17,500	18,000	500	2.9%
	REPLACEMENT PARTS FOR FIRE HYDRANT REPAIR (I.E. FLANGE KITS, VALVES, SEALS, BREAK-AWAY BOLT REPLACEMENT, ETC.)	2,500	3,500	1,000	40.0%
	ROUTE MARKERS (APPROX. 150 EACH) TO DELINEATE WATER TRANSMISSION MAINS AS PART OF VILLAGE'S CRITICAL INFRASTRUCTURE PROTECTION PLAN	2,350	2,400	50	2.1%
	SAND, CRUSHED STONE, TOPSOIL AND COLD PATCH MATERIAL	20,000	20,400	400	2.0%
	WATER DISTRIBUTION SYSTEM REPAIR PARTS INCLUDING B-BOXES, CORP-VALVES, FITTINGS, PIPE AND COPPER TUBING	23,100	24,000	900	3.9%
	<b>Subtotal</b>	<b>71,250</b>	<b>74,500</b>	<b>3,250</b>	<b>4.6%</b>
<b>430480</b>	<b>MATERIALS - FIRE HYDRANTS</b>				
	REPLACEMENT OF INOPERABLE OR DAMAGED HYDRANTS FROM VEHICLE ACCIDENTS; INSURANCE RECOVERIES FUND A PORTION (APPROX. 9 FIRE HYDRANTS)	24,800	27,225	2,425	9.8%
	<b>Subtotal</b>	<b>24,800</b>	<b>27,225</b>	<b>2,425</b>	<b>9.8%</b>
<b>COMMODITIES Total</b>		<b>106,565</b>	<b>113,225</b>	<b>6,660</b>	<b>6.2%</b>
<b>OTHER EXPENSE</b>					
<b>440500</b>	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	125,139	123,733	(1,406)	-1.1%
	<b>Subtotal</b>	<b>125,139</b>	<b>123,733</b>	<b>(1,406)</b>	<b>-1.1%</b>
<b>441000</b>	<b>INCIDENTALS</b>				
	MISCELLANEOUS ITEMS SUCH AS HEPATITIS B SHOTS, SHIPPING AND COURIER FEES, ETC.	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
<b>442000</b>	<b>TRAINING</b>				
	SAFETY SEMINARS, EQUIPMENT TRAINING, TUITION REIMBURSEMENTS AND CERTIFICATIONS FOR 12 EMPLOYEES	2,800	2,800	-	0.0%
	TUITION REIMBURSEMENT	1,125	1,125	-	0.0%
	ILLINOIS PUBLIC SERVICE INSTITUTE (IPSI) LEADERSHIP TRAINING PROGRAM. TRAVEL AND TRAINING FOR TWO EMPLOYEES, SPLIT 50/50 BETWEEN WATER (4183) AND SEWER (4080) ACCOUNTS	600	1,500	900	150.0%
	<b>Subtotal</b>	<b>4,525</b>	<b>5,425</b>	<b>900</b>	<b>19.9%</b>
<b>OTHER EXPENSE Total</b>		<b>130,164</b>	<b>129,658</b>	<b>(506)</b>	<b>-0.4%</b>
<b>CAPITAL OUTLAY</b>					
<b>470550</b>	<b>INFRASTRUCTURE - WATER MAINS</b>				
	DISTRIBUTION SYSTEM VALVE IMPROVEMENTS (CIP PROJECT)	91,000	94,000	3,000	3.3%
	WATER MAIN SURGE SUPPRESSORS (4-EA.) (CIP PROJECT)	12,000	12,000	-	0.0%
	FIRE HYDRANT PAINTING, TESTING, ABATEMENT (CIP PROJECT)		23,480	23,480	
	WATER DISTRIBUTION SYSTEM PRESSURE MONITORING (CIP PROJECT)		26,000	26,000	
	LEAD SERVICE LINE REPLACEMENT (CIP PROJECT)		457,600	457,600	
	<b>Subtotal</b>	<b>103,000</b>	<b>613,080</b>	<b>510,080</b>	<b>495.2%</b>
<b>480200</b>	<b>P.W. VEHICLES- PICK-UP TRUCKS</b>				
	PICK-UP TRUCK T-42 (50/50 W/S) (CIP PROJECT)	28,500	11,000	(17,500)	-61.4%
	<b>Subtotal</b>	<b>28,500</b>	<b>11,000</b>	<b>(17,500)</b>	<b>-61.4%</b>
<b>480250</b>	<b>P.W. VEHICLES- SM. DUMP TRUCKS</b>				
	SMALL DUMP TRUCK T-35 (50/50 WS) (CIP PROJECT)	31,500	14,000	(17,500)	-55.6%
	T-38 (SMALL DUMP TRUCK) (CIP PROJECT)		37,000	37,000	
	<b>Subtotal</b>	<b>31,500</b>	<b>51,000</b>	<b>19,500</b>	<b>61.9%</b>
<b>480275</b>	<b>P.W. VEHICLES- OTHER</b>				
	P-16 (HYBRID SUV) (CIP PROJECT)		17,500	17,500	

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - DISTRIBUTION

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
480275	T-01 (UTILITY TRUCK) (CIP PROJECT)		36,000	36,000	
	<b>Subtotal</b>		<b>53,500</b>	<b>53,500</b>	
<b>CAPITAL OUTLAY Total</b>		<b>163,000</b>	<b>728,580</b>	<b>565,580</b>	<b>347.0%</b>
<b>Grand Total</b>		<b>1,352,372</b>	<b>2,043,176</b>	<b>690,804</b>	<b>51.1%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - MISCELLANEOUS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	370,309	388,505	397,067	396,733	423,305	26,238	6.61%
410200	OVERTIME WAGES	-	44	-	225	-	-	0.00%
415000	EMPLOYEE BENEFITS	110,087	127,765	130,845	129,319	137,748	6,903	5.28%
<b>PERSONNEL EXPENSE Total</b>		<b>480,395</b>	<b>516,314</b>	<b>527,912</b>	<b>526,277</b>	<b>561,053</b>	<b>33,141</b>	<b>6.28%</b>
<b>CONTRACTUAL SERVICES</b>								
420010	MEMBERSHIPS	3,607	2,294	2,960	3,234	2,960	-	0.00%
428000	TELEPHONE SERVICE	34,856	45,197	30,600	50,004	30,600	-	0.00%
428010	TELEPHONE MAINTENANCE	-	-	1,500	1,227	1,500	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	8,963	11,140	-	6,000	-	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>47,425</b>	<b>58,631</b>	<b>35,060</b>	<b>60,465</b>	<b>35,060</b>	<b>-</b>	<b>0.00%</b>
<b>COMMODITIES</b>								
430140	SUPPLIES - BUILDING	7,225	6,616	8,000	7,342	8,000	-	0.00%
430350	BUILDING FURNITURE & REPAIRS	7,852	9,589	7,500	8,108	9,500	2,000	26.67%
<b>COMMODITIES Total</b>		<b>15,077</b>	<b>16,205</b>	<b>15,500</b>	<b>15,450</b>	<b>17,500</b>	<b>2,000</b>	<b>12.90%</b>
<b>OTHER EXPENSE</b>								
442000	TRAINING	2,261	1,238	4,450	2,904	4,450	-	0.00%
448000	GENERAL FUND TRANSFER	1,000,000	1,050,000	1,340,000	1,050,000	1,340,000	-	0.00%
450110	PROPERTY/LIABILITY INSUR. PREM	90,200	90,200	90,200	90,200	90,200	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>1,092,461</b>	<b>1,141,438</b>	<b>1,434,650</b>	<b>1,143,104</b>	<b>1,434,650</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>1,635,357</b>	<b>1,732,588</b>	<b>2,013,122</b>	<b>1,745,296</b>	<b>2,048,263</b>	<b>35,141</b>	<b>1.75%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - MISCELLANEOUS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	397,067	423,305	26,238	6.6%
	<b>Subtotal</b>	<b>397,067</b>	<b>423,305</b>	<b>26,238</b>	<b>6.6%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	130,845	137,748	6,903	5.3%
	<b>Subtotal</b>	<b>130,845</b>	<b>137,748</b>	<b>6,903</b>	<b>5.3%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>527,912</b>	<b>561,053</b>	<b>33,141</b>	<b>6.3%</b>
<b>CONTRACTUAL SERVICES</b>					
420010	MEMBERSHIPS				
	APWA MEMBERSHIPS (2)	360	360	-	0.0%
	PARTNERSHIP FOR SAFE WATER ANNUAL DUES	1,000	1,000	-	0.0%
	UTILITY AWWA MEMBERSHIP COST TO WATER MANAGEMENT	1,300	1,300	-	0.0%
	WATER ISAC ANNUAL DUES FOR WATER SECURITY RESOURCES AND NEWS BULLETIN SERVICE	300	300	-	0.0%
	<b>Subtotal</b>	<b>2,960</b>	<b>2,960</b>	<b>-</b>	<b>0.0%</b>
428000	TELEPHONE SERVICE				
	TELEPHONE EXPENSE (25% OF THE VILLAGE'S OVERALL COST)	30,600	30,600	-	0.0%
	<b>Subtotal</b>	<b>30,600</b>	<b>30,600</b>	<b>-</b>	<b>0.0%</b>
428010	TELEPHONE MAINTENANCE				
	25% OF VILLAGE'S TELEPHONE MAINTENANCE EXPENSE	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
428020	TELEPHONE SERVICE - CELLULAR				
	CELLULAR TELEPHONE SERVICE	-	-	-	#DIV/0!
	<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>35,060</b>	<b>35,060</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES</b>					
430140	SUPPLIES - BUILDING				
	CUSTODIAL SUPPLIES (CLEANING PRODUCTS, TOWELS, ETC.)	2,200	2,200	-	0.0%
	LOW VOC PAINT USED TO PAINT PIPES AND WALLS AT THE WATER PLANT	2,000	2,000	-	0.0%
	OTHER SUPPLIES SUCH AS DE-ICING SALT AND FIRE EXTINGUISHERS	1,800	1,800	-	0.0%
	REPLACING LIGHTS AT THE WATER PLANT	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>8,000</b>	<b>8,000</b>	<b>-</b>	<b>0.0%</b>
430350	BUILDING FURNITURE & REPAIRS				
	EXPENSES ASSOCIATED WITH REPAIRS SUCH AS DOORS AND WINDOWS	2,200	2,200	-	0.0%
	FURNITURE REPLACEMENT	2,500	2,500	-	0.0%
	OTHER BUILDING REPAIRS	2,800	2,800	-	0.0%
	FLOOR GRATING FOR WATER PLANT BASINS		2,000	2,000	
	<b>Subtotal</b>	<b>7,500</b>	<b>9,500</b>	<b>2,000</b>	<b>26.7%</b>
<b>COMMODITIES Total</b>		<b>15,500</b>	<b>17,500</b>	<b>2,000</b>	<b>12.9%</b>
<b>OTHER EXPENSE</b>					
442000	TRAINING				
	ATTEND THE ANNUAL ISAWWA MEETING IN SPRINGFIELD	550	550	-	0.0%
	ATTENDING THE LOCAL WSWPA MEETINGS TO OBTAIN CREDIT HOURS FOR VARIOUS EMPLOYEES	400	400	-	0.0%
	OPERATORS (10) TRAINING TO MAINTAIN CERTIFICATION	1,800	1,800	-	0.0%
	PUBLICATION AND VIDEOS (DVDS) ON WATER TREATMENT OPERATION	300	300	-	0.0%
	REQUIRED SAFETY TRAINING FOR THE MAINTENANCE PERSONNEL	1,000	1,000	-	0.0%
	SUPERVISORY TRAINING	400	400	-	0.0%
	<b>Subtotal</b>	<b>4,450</b>	<b>4,450</b>	<b>-</b>	<b>0.0%</b>
448000	GENERAL FUND TRANSFER				

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - MISCELLANEOUS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
448000	ANNUAL TRANSFER TO GENERAL FUND	1,340,000	1,340,000	-	0.0%
	<b>Subtotal</b>	<b>1,340,000</b>	<b>1,340,000</b>	<b>-</b>	<b>0.0%</b>
450110	PROPERTY/LIABILITY INSUR. PREM				
	PORTION OF THE VILLAGE'S GENERAL LIABILITY EXPENSE	90,200	90,200	-	0.0%
	<b>Subtotal</b>	<b>90,200</b>	<b>90,200</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>1,434,650</b>	<b>1,434,650</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>2,013,122</b>	<b>2,048,263</b>	<b>35,141</b>	<b>1.7%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - BILLING

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
410100	REGULAR WAGES	58,605	50,998	53,670	53,757	55,212	1,542	2.87%
410200	OVERTIME WAGES	-	638	500	500	500	-	0.00%
415000	EMPLOYEE BENEFITS	22,301	18,265	19,311	19,155	19,837	526	2.72%
<b>PERSONNEL EXPENSE Total</b>		<b>80,906</b>	<b>69,901</b>	<b>73,481</b>	<b>73,412</b>	<b>75,549</b>	<b>2,068</b>	<b>2.81%</b>
CONTRACTUAL SERVICES								
420100	ANNUAL AUDIT	16,000	16,250	18,000	12,000	18,000	-	0.00%
420150	BANK CHARGES	36,844	49,838	42,300	48,344	47,000	4,700	11.11%
420160	POSTAGE	17,006	14,814	17,000	13,701	17,000	-	0.00%
421000	CONTRACTUAL SERVICES	638	-	25,000	26,501	8,200	(16,800)	-67.20%
<b>CONTRACTUAL SERVICES Total</b>		<b>70,488</b>	<b>80,902</b>	<b>102,300</b>	<b>100,546</b>	<b>90,200</b>	<b>(12,100)</b>	<b>-11.83%</b>
COMMODITIES								
430230	SUPPLIES - OFFICE	6,345	1,283	8,000	3,875	6,000	(2,000)	-25.00%
430240	SUPPLIES - OFFICE - WATER	2,303	1,718	2,400	1,839	2,400	-	0.00%
<b>COMMODITIES Total</b>		<b>8,648</b>	<b>3,001</b>	<b>10,400</b>	<b>5,714</b>	<b>8,400</b>	<b>(2,000)</b>	<b>-19.23%</b>
OTHER EXPENSE								
441000	INCIDENTALS	127	60	300	125	300	-	0.00%
442000	TRAINING	-	-	2,000	722	2,000	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>127</b>	<b>60</b>	<b>2,300</b>	<b>847</b>	<b>2,300</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>160,169</b>	<b>153,864</b>	<b>188,481</b>	<b>180,519</b>	<b>176,449</b>	<b>(12,032)</b>	<b>-6.38%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	WATER - BILLING

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	53,670	55,212	1,542	2.9%
	<b>Subtotal</b>	<b>53,670</b>	<b>55,212</b>	<b>1,542</b>	<b>2.9%</b>
410200	OVERTIME WAGES				
	OVERTIME	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	19,311	19,837	526	2.7%
	<b>Subtotal</b>	<b>19,311</b>	<b>19,837</b>	<b>526</b>	<b>2.7%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>73,481</b>	<b>75,549</b>	<b>2,068</b>	<b>2.8%</b>
<b>CONTRACTUAL SERVICES</b>					
420100	ANNUAL AUDIT				
	FINANCIAL AUDIT, INCLUDING CERTIFICATION BY GOVERNMENT FINANCE OFFICERS' ASSOCIATION	18,000	18,000	-	0.0%
	<b>Subtotal</b>	<b>18,000</b>	<b>18,000</b>	<b>-</b>	<b>0.0%</b>
420150	BANK CHARGES				
	PROCESSING FEES FOR CREDIT CARD TRANSACTION AND LOCK BOX FEES	42,300	47,000	4,700	11.1%
	<b>Subtotal</b>	<b>42,300</b>	<b>47,000</b>	<b>4,700</b>	<b>11.1%</b>
420160	POSTAGE				
	POSTAGE FOR WATER BILLS	17,000	17,000	-	0.0%
	<b>Subtotal</b>	<b>17,000</b>	<b>17,000</b>	<b>-</b>	<b>0.0%</b>
421000	CONTRACTUAL SERVICES				
	UTILITY BILLING OUTSOURCED PRINTING	25,000	8,200	(16,800)	-67.2%
	<b>Subtotal</b>	<b>25,000</b>	<b>8,200</b>	<b>(16,800)</b>	<b>-67.2%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>102,300</b>	<b>90,200</b>	<b>(12,100)</b>	<b>-11.8%</b>
<b>COMMODITIES</b>					
430230	SUPPLIES - OFFICE				
	SUPPLIES FOR WATER BILLS, PENALTY NOTICES, METER CARDS & OTHER WATER BILLING RELATED EXPENSES	8,000	6,000	(2,000)	-25.0%
	<b>Subtotal</b>	<b>8,000</b>	<b>6,000</b>	<b>(2,000)</b>	<b>-25.0%</b>
430240	SUPPLIES - OFFICE - WATER				
	OFFICE SUPPLIES USED AT THE WATER PLANT, METER SHOP AND SWPS	2,400	2,400	-	0.0%
	<b>Subtotal</b>	<b>2,400</b>	<b>2,400</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>10,400</b>	<b>8,400</b>	<b>(2,000)</b>	<b>-19.2%</b>
<b>OTHER EXPENSE</b>					
441000	INCIDENTALS				
	MINOR FINANCE DEPARTMENT EXPENSES RELATED TO WATER SERVICE	300	300	-	0.0%
	<b>Subtotal</b>	<b>300</b>	<b>300</b>	<b>-</b>	<b>0.0%</b>
442000	TRAINING				
	PORTION OF FINANCE DEPARTMENT TRAINING	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>2,300</b>	<b>2,300</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>188,481</b>	<b>176,449</b>	<b>(12,032)</b>	<b>-6.4%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Account Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	DEBT SERVICE

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
DEBT SERVICE EXPENSE								
450010	BOND REGISTRAR FEES	2,500	2,500	3,000	3,500	3,000	-	0.00%
450020	BOND ISSUANCE COSTS	-	11,509	-	-	-	-	0.00%
450030	G.O. BOND RETIREMENT	2,045,000	-	2,195,000	2,195,000	1,946,000	(249,000)	-11.34%
450040	EPA LOAN RETIREMENT	-	-	498,000	325,000	506,000	8,000	1.61%
450060	INTEREST EXPENSE	281,702	341,479	319,000	290,000	295,000	(24,000)	-7.52%
<b>DEBT SERVICE EXPENSE Total</b>		<b>2,329,202</b>	<b>355,488</b>	<b>3,015,000</b>	<b>2,813,500</b>	<b>2,750,000</b>	<b>(265,000)</b>	<b>-8.79%</b>
<b>Grand Total</b>		<b>2,329,202</b>	<b>355,488</b>	<b>3,015,000</b>	<b>2,813,500</b>	<b>2,750,000</b>	<b>(265,000)</b>	<b>-8.79%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	DEBT SERVICE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>DEBT SERVICE EXPENSE</b>					
450010	<b>BOND REGISTRAR FEES</b>				
	BOND REGISTRAR / PAYING AGENT FEES	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
450030	<b>G.O. BOND RETIREMENT</b>				
	G.O. BOND RETIREMENT	2,195,000	1,946,000	(249,000)	-11.3%
	<b>Subtotal</b>	<b>2,195,000</b>	<b>1,946,000</b>	<b>(249,000)</b>	<b>-11.3%</b>
450040	<b>EPA LOAN RETIREMENT</b>				
	EPA LOAN RETIREMENT	498,000	506,000	8,000	1.6%
	<b>Subtotal</b>	<b>498,000</b>	<b>506,000</b>	<b>8,000</b>	<b>1.6%</b>
450060	<b>INTEREST EXPENSE</b>				
	INTEREST EXPENSE FOR PRIOR BOND ISSUANCE	319,000	295,000	(24,000)	-7.5%
	<b>Subtotal</b>	<b>319,000</b>	<b>295,000</b>	<b>(24,000)</b>	<b>-7.5%</b>
<b>DEBT SERVICE EXPENSE Total</b>		<b>3,015,000</b>	<b>2,750,000</b>	<b>(265,000)</b>	<b>-8.8%</b>
<b>Grand Total</b>		<b>3,015,000</b>	<b>2,750,000</b>	<b>(265,000)</b>	<b>-8.8%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	CAPITAL IMPROVEMENTS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
DEBT SERVICE EXPENSE								
450020	BOND ISSUANCE COSTS	-	-	-	-	50,000	50,000	0.00%
<b>DEBT SERVICE EXPENSE Total</b>		-	-	-	-	<b>50,000</b>	<b>50,000</b>	<b>0.00%</b>
CAPITAL OUTLAY								
470530	INFRASTRUCTURE - WATER PLANT	5,613,684	1,834,654	400,000	415,125	775,000	375,000	93.75%
470550	INFRASTRUCTURE - WATER MAINS	1,374,124	2,893,967	-	-	900,000	900,000	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>6,987,808</b>	<b>4,728,621</b>	<b>400,000</b>	<b>415,125</b>	<b>1,675,000</b>	<b>1,275,000</b>	<b>318.75%</b>
<b>Grand Total</b>		<b>6,987,808</b>	<b>4,728,621</b>	<b>400,000</b>	<b>415,125</b>	<b>1,725,000</b>	<b>1,325,000</b>	<b>331.25%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WATER FUND
Department	(All)
Program	CAPITAL IMPROVEMENTS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CAPITAL OUTLAY</b>					
<b>470530</b>	<b>INFRASTRUCTURE - WATER PLANT</b>				
	ELECTRICAL IMPROVEMENTS PROGRAM PHASE 2 (CIP PROJECT)	400,000		(400,000)	#NULL!
	TREATMENT PROCESS IMPROVEMENTS - PHASE 1 (CIP PROJECT)		675,000	675,000	
	WATER INTAKE AND LOW LIFT PUMPING IMPROVEMENTS (CIP PROJECT)		100,000	100,000	
	<b>Subtotal</b>	<b>400,000</b>	<b>775,000</b>	<b>375,000</b>	<b>93.8%</b>
<b>470550</b>	<b>INFRASTRUCTURE - WATER MAINS</b>				
	WATER MAIN REPLACEMENT (CIP PROJECT)		900,000	900,000	
	<b>Subtotal</b>		<b>900,000</b>	<b>900,000</b>	
<b>CAPITAL OUTLAY Total</b>		<b>400,000</b>	<b>1,675,000</b>	<b>1,275,000</b>	<b>318.8%</b>
<b>DEBT SERVICE EXPENSE</b>					
<b>450020</b>	<b>BOND ISSUANCE COSTS</b>				
	BOND ISSUANCE EXPENSE		50,000	50,000	
	<b>Subtotal</b>		<b>50,000</b>	<b>50,000</b>	
<b>DEBT SERVICE EXPENSE Total</b>			<b>50,000</b>	<b>50,000</b>	
<b>Grand Total</b>		<b>400,000</b>	<b>1,725,000</b>	<b>1,325,000</b>	<b>331.3%</b>





# Sewer Fund



## FUND SUMMARY

Sewer Fund accounts for sewer charge revenues used to operate and maintain the Village's sewer system. This includes maintaining and improving the sewer system, the stormwater pumping station and other stormwater related infrastructure. Sewer operations are funded through sewer charges, stormwater fees, and debt issuance or EPA loans.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Residential Sewer Charges	4,622,014	5,226,159	5,011,000	5,195,532	5,011,000	-
Stormwater Charges	-	1,374,275	1,700,300	1,746,848	2,091,000	390,700
Bond Proceeds	1,215,797	26,569,866	16,320,000	20,500,000	22,520,000	6,200,000
Investment Income	437	14,514	-	7,566	-	-
<b>TOTAL REVENUES</b>	<b>5,838,247</b>	<b>33,184,814</b>	<b>23,031,300</b>	<b>27,449,946</b>	<b>29,622,000</b>	<b>6,590,700</b>

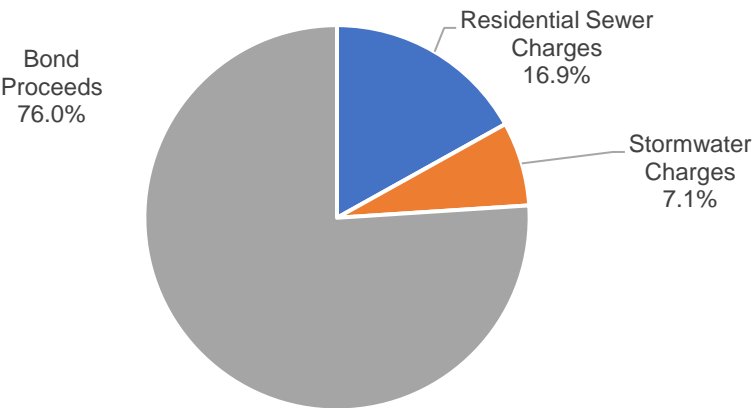
### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Sewer Operations	1,983,451	1,740,902	2,395,702	2,302,535	2,447,703	52,001
Stormwater Pumping Station	93,696	163,388	174,567	156,414	166,984	(7,583)
Debt Service	3,185,064	1,501,160	4,486,000	4,490,822	4,443,000	(43,000)
Capital Improvements	4,944,979	20,788,470	20,880,000	19,695,942	30,638,000	9,758,000
<b>TOTAL BUDGET</b>	<b>10,207,189</b>	<b>24,193,920</b>	<b>27,936,269</b>	<b>26,645,713</b>	<b>37,695,687</b>	<b>9,759,418</b>



**Sewer Fund Revenues**

The 2022 budgeted revenues for the Sewer Fund total \$29.62 million, which is (\$6,590,700) or (28.6%), above the 2021 budget; the significant change in revenue is due to a bond issuance for the Neighborhood Storage Project; Phase 1 and Phase 1a bonds were issued in 2020, Phase 2 bonds were issued in 2021, and Phase 3 are planned for 2022 and are greater than the prior issuances. The primary revenues for the Sewer Fund and denoted in the chart.



**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 sixth consecutive year, there will be no increase to the sewer rate of \$4.24 per CCF

**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.

**Debt Proceeds**

This includes the revenues associated with bond issuances for large capital improvement projects including the Neighborhood Storage Program

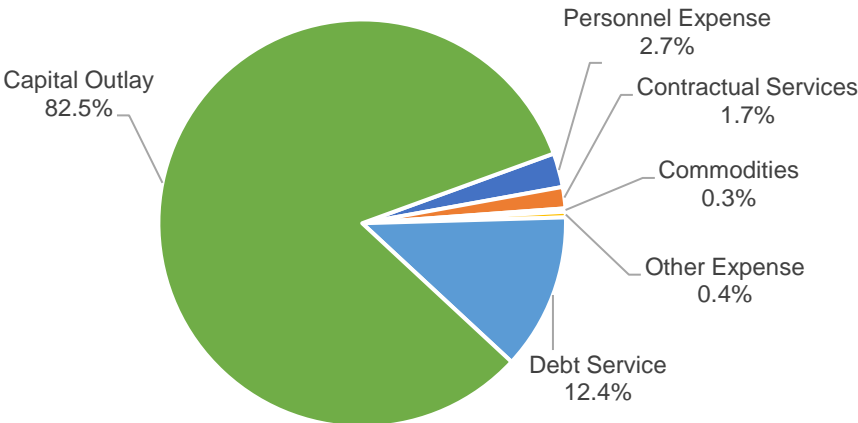
**Investment Income**

Interest earned on Sewer Fund working cash and reserves required per our sewer bond ordinances.



**Sewer Fund Expenditures**

The 2022 budgeted expenditures for the Sewer Fund total \$37.69 million, which is (\$9,759,418) or (34.9%) above the 2021 budget; the significant change in expenditures is due to Neighborhood Storage Project Phase 3 at Thornwood Park. This project is the most expensive phase of the project. The primary expenditures for the Sewer Fund are comprised of personnel expenses, debt service, contractual services, commodities, and capital outlay. The chart provides the components of the Sewer Fund expenditures.



**Personnel Expense**

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

**Contractual Services**

This category includes the expenditures for services provided by outside contractors to maintain the Village’s sewer and stormwater system.

**Commodities**

This category includes the expenditures for goods to maintain the Village’s sewer and stormwater system.

**Other Expense**

The primary cost in this category includes the cost transfer for maintaining the Village's fleet of vehicles. Also included are training and incidental expenses

**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 and stormwater infrastructure improvements as well as for equipment additions and replacements.

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	SEWER FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
RESIDENTIAL SEWER CHARGES								
350100	RESIDENTIAL SEWER CHARGES	4,622,014	5,226,159	5,011,000	5,195,532	5,011,000	-	0.00%
<b>RESIDENTIAL SEWER CHARGES Total</b>		<b>4,622,014</b>	<b>5,226,159</b>	<b>5,011,000</b>	<b>5,195,532</b>	<b>5,011,000</b>	<b>-</b>	<b>0.00%</b>
STORMWATER CHARGES								
350105	STORMWATER CHARGES	-	1,374,275	1,700,300	1,746,848	2,091,000	390,700	22.98%
<b>STORMWATER CHARGES Total</b>		<b>-</b>	<b>1,374,275</b>	<b>1,700,300</b>	<b>1,746,848</b>	<b>2,091,000</b>	<b>390,700</b>	<b>22.98%</b>
INVESTMENT INCOME								
360010	INT. EARNINGS - BOND PROCEEDS	437	14,514	-	7,566	-	-	0.00%
<b>INVESTMENT INCOME Total</b>		<b>437</b>	<b>14,514</b>	<b>-</b>	<b>7,566</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
BOND PROCEEDS								
375000	BOND PROCEEDS	-	26,569,866	15,500,000	20,500,000	21,800,000	6,300,000	40.65%
375001	IEPA LOAN	1,215,797	-	820,000	-	720,000	(100,000)	-12.20%
<b>BOND PROCEEDS Total</b>		<b>1,215,797</b>	<b>26,569,866</b>	<b>16,320,000</b>	<b>20,500,000</b>	<b>22,520,000</b>	<b>6,200,000</b>	<b>37.99%</b>
<b>Grand Total</b>		<b>5,838,247</b>	<b>33,184,814</b>	<b>23,031,300</b>	<b>27,449,946</b>	<b>29,622,000</b>	<b>6,590,700</b>	<b>28.62%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	SEWER FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>RESIDENTIAL SEWER CHARGES</b>					
350100	RESIDENTIAL SEWER CHARGES				
	RESIDENTIAL SEWER CHARGES	5,011,000	5,011,000	-	0.0%
	<b>Subtotal</b>	<b>5,011,000</b>	<b>5,011,000</b>	<b>-</b>	<b>0.0%</b>
<b>RESIDENTIAL SEWER CHARGES Total</b>		<b>5,011,000</b>	<b>5,011,000</b>	<b>-</b>	<b>0.0%</b>
<b>STORMWATER CHARGES</b>					
350105	STORMWATER CHARGES				
	STORMWATER CHARGES	1,700,300	2,091,000	390,700	23.0%
	<b>Subtotal</b>	<b>1,700,300</b>	<b>2,091,000</b>	<b>390,700</b>	<b>23.0%</b>
<b>STORMWATER CHARGES Total</b>		<b>1,700,300</b>	<b>2,091,000</b>	<b>390,700</b>	<b>23.0%</b>
<b>BOND PROCEEDS</b>					
375000	BOND PROCEEDS				
	BOND PROCEEDS	15,500,000	21,800,000	6,300,000	40.6%
	<b>Subtotal</b>	<b>15,500,000</b>	<b>21,800,000</b>	<b>6,300,000</b>	<b>40.6%</b>
375001	IEPA LOAN				
	IEPA LOAN	820,000	720,000	(100,000)	-12.2%
	<b>Subtotal</b>	<b>820,000</b>	<b>720,000</b>	<b>(100,000)</b>	<b>-12.2%</b>
<b>BOND PROCEEDS Total</b>		<b>16,320,000</b>	<b>22,520,000</b>	<b>6,200,000</b>	<b>38.0%</b>
<b>Grand Total</b>		<b>23,031,300</b>	<b>29,622,000</b>	<b>6,590,700</b>	<b>28.6%</b>

# Sewer Management



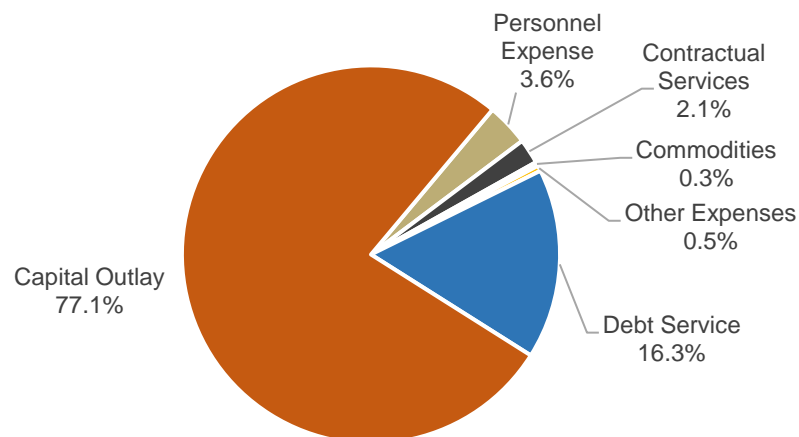
## BUDGET SUMMARY

### Expense by Program

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Sewer Operations	1,983,451	1,740,902	2,395,702	2,302,535	2,447,703	52,001
Stormwater Pumping Station	93,696	163,388	174,567	156,414	166,984	(7,583)
Debt Service	3,185,064	1,501,160	4,486,000	4,490,822	4,443,000	(43,000)
Capital Improvements	4,944,979	20,788,470	20,880,000	19,695,942	30,638,000	9,758,000
<b>TOTAL BUDGET</b>	<b>10,207,189</b>	<b>24,193,920</b>	<b>27,936,269</b>	<b>26,645,713</b>	<b>37,695,687</b>	<b>9,759,418</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense	901,387	910,713	1,014,425	1,025,496	1,017,649	3,224
Contractual Services	525,495	492,522	596,580	525,265	637,100	40,520
Commodities	105,166	81,651	96,900	91,399	99,880	2,980
Other Expenses	177,380	135,544	191,364	153,904	167,058	(24,306)
Debt Service	3,185,064	1,569,000	4,546,000	4,690,822	4,661,000	115,000
Capital Outlay	5,312,698	21,004,490	21,491,000	20,158,827	31,113,000	9,622,000
<b>TOTAL BUDGET</b>	<b>10,207,189</b>	<b>24,193,920</b>	<b>27,936,269</b>	<b>26,645,713</b>	<b>37,695,687</b>	<b>9,759,418</b>



# Sewer Management



## BUDGET ANALYSIS

### Sewer Maintenance

The 2022 budget includes several additions for capital equipment and maintenance programs including:

- Cleaning and Televising Sewers (\$342,000)
- Sewer Condition Assessment (\$35,000)
- Hybrid SUV (\$17,500)
- Utility Truck (\$36,000)
- Sewer Main Repairs (\$460,000)
- Flow Monitoring (\$43,200)
- Street Sweeper (\$87,500)
- Small Dump Truck (\$67,000)

### Stormwater Pumping Station

No significant budgetary changes in 2022

### Debt Service

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.

- Eleven IEPA loans which financed sewer lining work from 2006 to 2020. This is an ongoing program and starting in 2021 will be on a two-year cycle with planning taking place in 2021 and construction in 2022. The Village expects to secure additional loans for sewer lining work.
- G.O. Series 2014 Issuance. 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.
- G.O. Series 2020A Issuance. A portion of this issuance was used to fund the Neighborhood Storage Improvement Project at Community Playfield including the installation of the underground stormwater storage vault.
- G.O. Series 2021 Issuance. A portion of this issuance \$20.5 million, was used to fund the on-going Neighborhood Storage Improvement Project which includes work at Hibbard Park and Thornwood Park. A portion of the issuance, \$11 million refunded the outstanding Series 2011 and Series 2013 Issues related to the Sewer Fund.





# Sewer Management

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## **Capital Improvements**

This program accounts for major capital improvements that are projected to be financed through the Environmental Protection Agency's loan program or a Village bond issue.

- Neighborhood Storage Improvements - \$28,400,000
- SWPS Electrical Improvements - \$1,300,000
- Sewer Lining and Rehabilitation - \$720,000

The Neighborhood Storage Project is for work at Thornwood Park and is an increase from the 2021 expense at Hibbard Park. The SWPS Electrical Improvements were not fully completed in 2021 and have been re-budgeted in 2022.



# Sewer Management

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## MISSION STATEMENT

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. The Village's Wilmette Storm and Sanitary Water Pumping Stations provide storage and pumping services to our customers west of Ridge Road while meeting all state and federal storm water discharge regulations.

## PROGRAMS

### **Engineering and Public Works**

Staff from the Village's Engineering and Public Works Department maintains storm sewers (49.79 miles), sanitary sewers (55.6 miles), and combination sewer (47 miles) throughout the Village. The services provided include:

- Sewer inspection, cleaning, and televising, and manhole inspections;
- 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 Management**

Staff from the Village's Water Management Department provide 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 newly constructed Hibbard Park storm water storage and pumping

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.

# Sewer Management



## ACTIVITY MEASURES

	2018	2019	2020	2021
<b>Engineering and Public Works</b>				
Underground Utility Locates (JULIE)	6,157	6,161	6,908	7,000
Structure Replacements/Repairs	22	36	21	30
Manhole Replacements/Repairs	15	17	7	10
Catch Basins/Inlets Cleaned	512	1,184	859	900
Sewers Cleaned (feet) by In-House Staff	11,515	50,589	104,414	110,000
Sewers Cleaned (feet) by Contractor	70,220	105,826	103,350	118,000
Sewers Televised (feet) by In-House Staff	11,515	8,700	15,072	10,000
Sewers Televised (feet) by Contractor	70,220	105,826	103,350	118,000

<sup>1</sup> In 2017, staff concentrated efforts in sanitary sewer cleaning and televising basins identified by consultants under Inflow and Infiltration requirements of MWRD. Those basins with excessive sewer back-ups surcharging included Kenilworth Gardens and Princeton Place neighborhoods.

<b>Water Management</b>				
Number of Call-outs to SWPS <sup>1</sup>	20	29	31	15
Number of Hours the SWPS Staffed	109	127	160	60
Pumping Operation at SWPS (hours)	1,052	1,254	1,120	800
Pumping Hours at West Park Sanitary Station	166	377	300	40
Number of Events at POLS <sup>2</sup>	9	13	9	5
Pumping Hours at POLS	164	99	128	30
Sanitary Water Pumped at POLS (million gallons)	6.9	4.4	5.8	1.25

<sup>1</sup> A call-out occurs when the level in the station reaches a certain level requiring the station to be manned.

<sup>2</sup> An event at the Pump-Over Lift Station (POLS) is when the check-valve between the Village and the MWRD interceptor closes.

# Sewer Management



## OBJECTIVES AND ACCOMPLISHMENTS

### ***Looking Forward: 2022 Objectives***

#### **Engineering and Public Works**

- Substantially complete construction of Phase 3 of the Neighborhood Storage project at Thornwood Park in fall 2022.
- Continue to advertise and manage the Stormwater Incentive Program for green infrastructure on private property.
- Continue support of the Stormwater Utility Fee and oversee the credit and incentive programs associated with the fee.
- Implement MUNIS work order modules for Water/Sewer divisions. Continue to incorporate asset management strategies and operational efficiency in divisional processes and procedures.
- Continue to 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.

#### **Water Management**

- Conduct a drill to simulate a complete power failure at the Storm Water Pumping Station (SWPS) in coordination with ComEd.
- Complete the construction on the SWPS electrical improvements project.
- Assist the Engineering and Public Works Department with design/construction of the approved Neighborhood Storage Improvement project.

### ***Reviewing the Year: 2021 Accomplishments***

#### **Engineering and Public Works**

- Complete construction of Phase 1 Alternative 2B (Washington and Hunter Avenue) of the Neighborhood Storage project in summer 2021.  
*Project completed.*
- Substantially complete construction of Phase 2 of the Neighborhood Storage project at Hibbard Park in fall 2021.  
*Project completed.*



# Sewer Management

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- Continue to manage the RainReady cost-share program for green infrastructure on private property to facilitate 30 grants agreements.  
*The RainReady program has been renamed to the Stormwater Incentive Program. As of September 2021, 7 applications were received and approved.*
- Support the implementation of the Stormwater Utility Fee and oversee the credit and incentive programs associated with the fee.  
*The Engineering, Finance and Administration Departments have worked together to put the processes in place to accept, review and approve the credit and incentive program.*
- Further advance MUNIS work order modules for Water/Sewer divisions, incorporate asset management strategies and operational efficiency.  
*This is a work in progress with the Administrative Services Department.*
- 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.  
*Through GIS mapping and data collection, the Engineering and Public Works Department continues to improve the Village's inventory and evaluation of all Village infrastructure including roads, alleys, sewers, water distribution system, street lighting system, signage and parkway trees.*

## **Water Management**

- Conduct a drill to simulate a complete power failure at the Storm Water Pumping Station (SWPS) in coordination with ComEd.  
*The drill was conducted in the spring of 2021 successfully in coordination with ComEd.*
- Conduct a conceptual design study of potential replacement of the electrical switchgear at the SWPS.  
*The project has been awarded to Christopher Burke Engineering and it is expected to bid in the fall of 2021.*

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	SEWER - OPERATIONS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	644,020	542,614	630,068	638,148	647,478	17,410	2.76%
410200	OVERTIME WAGES	18,574	13,079	10,900	10,903	10,900	-	0.00%
415000	EMPLOYEE BENEFITS	219,753	234,786	252,290	262,217	245,987	(6,303)	-2.50%
<b>PERSONNEL EXPENSE Total</b>		<b>882,346</b>	<b>790,479</b>	<b>893,258</b>	<b>911,268</b>	<b>904,365</b>	<b>11,107</b>	<b>1.24%</b>
<b>CONTRACTUAL SERVICES</b>								
420020	PROFESSIONAL SERVICES	205,696	97,903	68,080	68,978	90,900	22,820	33.52%
421000	CONTRACTUAL SERVICES	64,221	74,757	89,800	58,800	88,300	(1,500)	-1.67%
425300	SEWER MAINTENANCE	216,667	285,006	366,500	328,300	342,000	(24,500)	-6.68%
425310	SEWER-FLOW MONITORING	29,492	24,772	60,000	57,500	103,200	43,200	72.00%
425320	SEWER-N.P.D.E.S. PHASE II	6,000	6,000	6,000	6,333	6,000	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	1,175	1,434	1,300	1,580	1,500	200	15.38%
<b>CONTRACTUAL SERVICES Total</b>		<b>523,250</b>	<b>489,872</b>	<b>591,680</b>	<b>521,491</b>	<b>631,900</b>	<b>40,220</b>	<b>6.80%</b>
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	3,645	4,160	4,400	3,718	5,380	980	22.27%
430130	SUPPLIES - MISC. TOOLS & EQUIP	8,002	4,007	4,000	8,443	4,000	-	0.00%
430400	MATERIALS	40,905	32,980	40,000	40,826	42,000	2,000	5.00%
<b>COMMODITIES Total</b>		<b>52,551</b>	<b>41,147</b>	<b>48,400</b>	<b>52,987</b>	<b>51,380</b>	<b>2,980</b>	<b>6.16%</b>
<b>OTHER EXPENSE</b>								
440500	AUTOMOTIVE EXPENSE ALLOCATION	117,290	109,530	125,139	123,143	123,733	(1,406)	-1.12%
441000	INCIDENTALS	221	-	500	331	500	-	0.00%
442000	TRAINING	2,719	1,445	5,725	5,430	7,825	2,100	36.68%
470375	INFRASTRUCTURE - OTHER	57,150	24,569	60,000	25,000	35,000	(25,000)	-41.67%
<b>OTHER EXPENSE Total</b>		<b>177,380</b>	<b>135,544</b>	<b>191,364</b>	<b>153,904</b>	<b>167,058</b>	<b>(24,306)</b>	<b>-12.70%</b>
<b>CAPITAL OUTLAY</b>								
470400	INFRASTRUCTURE -COMBINED SEWER	282,727	283,860	466,000	471,885	460,000	(6,000)	-1.29%
480200	P.W. VEHICLES- PICK-UP TRUCKS	15,488	-	28,500	28,500	11,000	(17,500)	-61.40%
480250	P.W. VEHICLES- SM. DUMP TRUCKS	-	-	31,500	17,500	81,000	49,500	157.14%
480275	P.W. VEHICLES- OTHER	49,708	-	145,000	145,000	141,000	(4,000)	-2.76%
<b>CAPITAL OUTLAY Total</b>		<b>347,924</b>	<b>283,860</b>	<b>671,000</b>	<b>662,885</b>	<b>693,000</b>	<b>22,000</b>	<b>3.28%</b>
<b>Grand Total</b>		<b>1,983,451</b>	<b>1,740,902</b>	<b>2,395,702</b>	<b>2,302,535</b>	<b>2,447,703</b>	<b>52,001</b>	<b>2.17%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	SEWER - OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	<b>REGULAR WAGES</b>				
	PAYROLL	630,068	647,478	17,410	2.8%
	<b>Subtotal</b>	<b>630,068</b>	<b>647,478</b>	<b>17,410</b>	<b>2.8%</b>
410200	<b>OVERTIME WAGES</b>				
	OVERTIME	10,900	10,900	-	0.0%
	<b>Subtotal</b>	<b>10,900</b>	<b>10,900</b>	<b>-</b>	<b>0.0%</b>
415000	<b>EMPLOYEE BENEFITS</b>				
	BENEFITS	252,290	245,987	(6,303)	-2.5%
	<b>Subtotal</b>	<b>252,290</b>	<b>245,987</b>	<b>(6,303)</b>	<b>-2.5%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>893,258</b>	<b>904,365</b>	<b>11,107</b>	<b>1.2%</b>
<b>CONTRACTUAL SERVICES</b>					
420020	<b>PROFESSIONAL SERVICES</b>				
	GIS IMPLEMENTATION THROUGH GIS CONSORTIUM AT 40% FTE (1/3 GF, 1/3 WF, 1/3 SF)	30,500	30,500	-	0.0%
	GPS FLEET MANAGEMENT - RECURRING MONTHLY FEE TO SUPPORT 16 VEHICLES (WATER/SEWER DIVISION) 50% OF TOTAL COST	1,680	2,500	820	48.8%
	MISC. SEWER CONSULTING	20,000	20,000	-	0.0%
	NORTH BRANCH WATERSHED WORKGROUP	2,900	2,900	-	0.0%
	GIS HARDWARE AND SOFTWARE (CIP PROJECT)	13,000		(13,000)	#NULL!
	SEWER CONDITION ASSESSMENT GIS INTEGRATION (CIP PROJECT)		35,000	35,000	
	<b>Subtotal</b>	<b>68,080</b>	<b>90,900</b>	<b>22,820</b>	<b>33.5%</b>
421000	<b>CONTRACTUAL SERVICES</b>				
	EQUIPMENT RENTAL (I.E. BACKHOE AND/OR MINI-EXCAVATOR)	5,000	5,000	-	0.0%
	EQUIPMENT REPAIRS	4,000	4,000	-	0.0%
	HAULING AND DISPOSAL OF EXCAVATION SPOIL (APPROX. 42 LOADS)	18,900	18,900	-	0.0%
	PARKWAY RESTORATION (APPROXIMATELY 125 YARDS OF SOD)	1,500		(1,500)	#NULL!
	STREET REPAIRS DUE TO EXCAVATIONS	60,000	60,000	-	0.0%
	TRAFFIC CONTROL PLANS FOR WORKSITES ALONG ARTERIAL STREETS	400	400	-	0.0%
	<b>Subtotal</b>	<b>89,800</b>	<b>88,300</b>	<b>(1,500)</b>	<b>-1.7%</b>
425300	<b>SEWER MAINTENANCE</b>				
	CLEANING ADDITIONAL 5.5 MILES OF SEWERS (CIP PROJECT)	39,000		(39,000)	#NULL!
	CLEANING AND TELEVISIONING LARGE DIAMETER SEWERS (CIP PROJECT)	190,000		(190,000)	#NULL!
	CLEANING APPROX. 75 CATCH BASIN DRAINAGE STRUCTURES (CIP PROJECT)	16,500		(16,500)	#NULL!
	CLEANING OF APPROX. 280 INLET STRUCTURES (CIP PROJECT)	21,000		(21,000)	#NULL!
	CONTINUE TELEVISIONING OF LARGE DIAMETER SEWERS (CIP PROJECT)	50,000	20,000	(30,000)	-60.0%
	CONTRACTUAL REPAIRS FOR SEWERS OVER 10-FT IN DEPTH (CIP PROJECT)	50,000	50,000	-	0.0%
	CLEANING AND TELEVISIONING MAIN LINE SEWERS (CIP PROJECT)		220,000	220,000	
	CLEANING OF APPROX. 350 INLET STRUCTURES (CIP PROJECT)		52,000	52,000	
	<b>Subtotal</b>	<b>366,500</b>	<b>342,000</b>	<b>(24,500)</b>	<b>-6.7%</b>
425310	<b>SEWER-FLOW MONITORING</b>				
	SMOKE TESTING / DYED WATER FLOODING (CIP PROJECT)	60,000	60,000	-	0.0%
	SEWER FLOW MONITORING (CIP PROJECT)		43,200	43,200	
	<b>Subtotal</b>	<b>60,000</b>	<b>103,200</b>	<b>43,200</b>	<b>72.0%</b>
425320	<b>SEWER-N.P.D.E.S. PHASE II</b>				
	SEWER PERMIT FEES ASSOCIATED WITH IMPLEMENTING ENVIRONMENTAL PROTECTION AGENCY GUIDELINES	6,000	6,000	-	0.0%
	<b>Subtotal</b>	<b>6,000</b>	<b>6,000</b>	<b>-</b>	<b>0.0%</b>
428020	<b>TELEPHONE SERVICE - CELLULAR</b>				
	CELL PHONE AND TABLET CHARGES	1,300	1,500	200	15.4%
	<b>Subtotal</b>	<b>1,300</b>	<b>1,500</b>	<b>200</b>	<b>15.4%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	SEWER - OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CONTRACTUAL SERVICES Total</b>		<b>591,680</b>	<b>631,900</b>	<b>40,220</b>	<b>6.8%</b>
<b>COMMODITIES</b>					
<b>430050</b>	<b>UNIFORM EXPENSE</b>				
	50% OF PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR 12 FULL TIME EMPLOYEES, SHARED W/ WATER FUND (9 MAINTENANCE WORKERS, TWO CREW LEADERS AND SUPERINTENDENT)	1,300	1,600	300	23.1%
	50% OF UNIFORM ALLOWANCES FOR 12 FULL TIME EMPLOYEES AT \$250 EA, SHARED W/ WATER FUND (9 MAINTENANCE WORKERS AND THREE SUPERVISORS)	1,500	1,500	-	0.0%
	50% OF UNIFORM RENTAL FOR 10 FULL TIME EMPLOYEES - 8 MAINTENANCE WORKERS AND TWO CREW LEADERS (SHARED W/ WATER FUND)	400	1,000	600	150.0%
	50% OF WILMETTE LOGO SHIRTS AND HATS FOR 12 FULL TIME EMPLOYEES, SHARED W/ WATER FUND (9 MAINTENANCE WORKERS, TWO CREW LEADERS AND SUPERINTENDENT)	1,200	1,280	80	6.7%
	<b>Subtotal</b>	<b>4,400</b>	<b>5,380</b>	<b>980</b>	<b>22.3%</b>
<b>430130</b>	<b>SUPPLIES - MISC. TOOLS &amp; EQUIP</b>				
	FUNDING FOR THE REPLACEMENT OF TOOLS AND SMALL EQUIPMENT (I.E. HAMMER DRILL, JUNIPER GEODES, TRASH PUMPS, HAND TOOLS, ETC.)	4,000	4,000	-	0.0%
	<b>Subtotal</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>0.0%</b>
<b>430400</b>	<b>MATERIALS</b>				
	COLD PATCH MATERIAL (APPROX. 40 TONS)	6,000	6,000	-	0.0%
	EXCAVATION BACKFILL MATERIALS (I.E. CRUSHED STONE, SAND AND TOPSOIL)	10,000	11,500	1,500	15.0%
	SEWER INSPECTION DYE	500	500	-	0.0%
	SEWER PIPE AND REPAIR PARTS	13,000	13,000	-	0.0%
	SEWER STRUCTURES AND MISC. SUPPLIES AND PARTS	10,500	11,000	500	4.8%
	<b>Subtotal</b>	<b>40,000</b>	<b>42,000</b>	<b>2,000</b>	<b>5.0%</b>
<b>COMMODITIES Total</b>		<b>48,400</b>	<b>51,380</b>	<b>2,980</b>	<b>6.2%</b>
<b>OTHER EXPENSE</b>					
<b>440500</b>	<b>AUTOMOTIVE EXPENSE ALLOCATION</b>				
	DEPARTMENT SHARE OF THE VILLAGE'S AUTOMOTIVE EXPENSE	125,139	123,733	(1,406)	-1.1%
	<b>Subtotal</b>	<b>125,139</b>	<b>123,733</b>	<b>(1,406)</b>	<b>-1.1%</b>
<b>441000</b>	<b>INCIDENTALS</b>				
	MISCELLANEOUS ITEMS AND SERVICES SUCH AS SHIPPING AND COURIER FEES, ETC.	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
<b>442000</b>	<b>TRAINING</b>				
	SEWER REHABILITATION SAFETY SEMINARS, MWRD TRAINING, EQUIPMENT TRAINING AND TUITION REIMBURSEMENTS FOR 12 EMPLOYEES	2,800	2,800	-	0.0%
	TUITION REIMBURSEMENT	1,125	1,125	-	0.0%
	ILLINOIS PUBLIC SERVICE INSTITUTE (IPSI) LEADERSHIP TRAINING PROGRAM. TRAVEL AND TRAINING FOR TWO EMPLOYEES, SPLIT 50/50 BETWEEN WATER (4183) AND SEWER (4080) ACCOUNTS	600	1,500	900	150.0%
	SEWER PIPE INSPECTOR TRAINING AND CERTIFICATION PROGRAM - NATIONAL ASSOCIATION OF SEWER SERVICE COMPANIES (NASSCO). COVERS THE CERTIFICATION RENEWAL COST FOR TWO EMPLOYEES (MWRD REQUIREMENT).	1,200	2,400	1,200	100.0%
	<b>Subtotal</b>	<b>5,725</b>	<b>7,825</b>	<b>2,100</b>	<b>36.7%</b>
<b>OTHER EXPENSE Total</b>		<b>131,364</b>	<b>132,058</b>	<b>694</b>	<b>0.5%</b>
<b>CAPITAL OUTLAY</b>					
<b>470400</b>	<b>INFRASTRUCTURE -COMBINED SEWER</b>				
	SEWER MAIN REPAIRS (CIP PROJECT)	466,000	460,000	(6,000)	-1.3%
	<b>Subtotal</b>	<b>466,000</b>	<b>460,000</b>	<b>(6,000)</b>	<b>-1.3%</b>
<b>480200</b>	<b>P.W. VEHICLES- PICK-UP TRUCKS</b>				
	PICK-UP TRUCK T-42 (50/50 WS) (CIP PROJECT)	28,500	11,000	(17,500)	-61.4%
	<b>Subtotal</b>	<b>28,500</b>	<b>11,000</b>	<b>(17,500)</b>	<b>-61.4%</b>
<b>480250</b>	<b>P.W. VEHICLES- SM. DUMP TRUCKS</b>				



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	SEWER - OPERATIONS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
480250	SMALL DUMP TRUCK T-35 (50/50 WS) (CIP PROJECT)	31,500	14,000	(17,500)	-55.6%
	T-38 (SMALL DUMP TRUCK) (CIP PROJECT)		67,000	67,000	
	<b>Subtotal</b>	<b>31,500</b>	<b>81,000</b>	<b>49,500</b>	<b>157.1%</b>
480275	<b>P.W. VEHICLES- OTHER</b>				
	T-45 (2006 - SEWER TELEVISION TRUCK) (CIP PROJECT)	145,000		(145,000)	#NULL!
	S-01 (STREET SWEEPER) (CIP PROJECT)		87,500	87,500	
	P-16 (HYBRID SUV) (CIP PROJECT)		17,500	17,500	
	T-01 (UTILITY TRUCK) (CIP PROJECT)		36,000	36,000	
	<b>Subtotal</b>	<b>145,000</b>	<b>141,000</b>	<b>(4,000)</b>	<b>-2.8%</b>
<b>CAPITAL OUTLAY Total</b>		<b>671,000</b>	<b>693,000</b>	<b>22,000</b>	<b>3.3%</b>
<b>Grand Total</b>		<b>2,335,702</b>	<b>2,412,703</b>	<b>77,001</b>	<b>3.3%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	SEWER - STORM WATER PUMP STATI

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	-	62,485	65,610	65,625	67,634	2,024	3.08%
410200	OVERTIME WAGES	16,291	17,281	13,000	12,476	13,000	-	0.00%
415000	EMPLOYEE BENEFITS	2,749	40,468	42,557	36,127	32,650	(9,907)	-23.28%
<b>PERSONNEL EXPENSE Total</b>		<b>19,040</b>	<b>120,234</b>	<b>121,167</b>	<b>114,228</b>	<b>113,284</b>	<b>(7,883)</b>	<b>-6.51%</b>
<b>CONTRACTUAL SERVICES</b>								
421000	CONTRACTUAL SERVICES	1,619	1,400	2,500	1,215	2,800	300	12.00%
422400	MAINT.-EQUIPMENT	626	1,250	2,400	2,559	2,400	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>2,244</b>	<b>2,650</b>	<b>4,900</b>	<b>3,774</b>	<b>5,200</b>	<b>300</b>	<b>6.12%</b>
<b>COMMODITIES</b>								
430075	SUPPLIES	4,032	3,743	1,500	688	1,500	-	0.00%
430260	SUPPLIES - OUTFALL CONTROL	-	-	500	206	500	-	0.00%
430540	STORM WATER PUMP STATION POWER	45,135	32,462	40,800	32,292	40,800	-	0.00%
430560	HEATING - GAS	3,448	4,299	5,700	5,226	5,700	-	0.00%
<b>COMMODITIES Total</b>		<b>52,615</b>	<b>40,504</b>	<b>48,500</b>	<b>38,412</b>	<b>48,500</b>	<b>-</b>	<b>0.00%</b>
<b>CAPITAL OUTLAY</b>								
470375	INFRASTRUCTURE - OTHER	-	-	-	-	-	-	0.00%
470500	INFRASTRUCTURE - STORM SEWER	19,795	-	-	-	-	-	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>19,795</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>93,696</b>	<b>163,388</b>	<b>174,567</b>	<b>156,414</b>	<b>166,984</b>	<b>(7,583)</b>	<b>-4.34%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	SEWER - STORM WATER PUMP STATI

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	65,610	67,634	2,024	3.1%
	<b>Subtotal</b>	<b>65,610</b>	<b>67,634</b>	<b>2,024</b>	<b>3.1%</b>
410200	OVERTIME WAGES				
	OVERTIME	13,000	13,000	-	0.0%
	<b>Subtotal</b>	<b>13,000</b>	<b>13,000</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	42,557	32,650	(9,907)	-23.3%
	<b>Subtotal</b>	<b>42,557</b>	<b>32,650</b>	<b>(9,907)</b>	<b>-23.3%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>121,167</b>	<b>113,284</b>	<b>(7,883)</b>	<b>-6.5%</b>
<b>CONTRACTUAL SERVICES</b>					
421000	CONTRACTUAL SERVICES				
	CONTRACTUAL MAINTENANCE SERVICES FOR THE STORM WATER PUMPING STATION (SWPS) SUCH AS PUMP REPAIRS	2,500	2,500	-	0.0%
	FIRE ALARM INSPECTION SERVICES AT WEST PARK FACILITY		300	300	
	<b>Subtotal</b>	<b>2,500</b>	<b>2,800</b>	<b>300</b>	<b>12.0%</b>
422400	MAINT.-EQUIPMENT				
	CONTRACTUAL EMERGENCY REPAIRS TO EQUIPMENT IN THE SWPS	1,000	1,000	-	0.0%
	CONTRACTUAL MAINTENANCE FOR HVAC	600	600	-	0.0%
	CONTRACTUAL PREVENTIVE SERVICE FOR BACKUP GENERATORS AT SWPS	800	800	-	0.0%
	<b>Subtotal</b>	<b>2,400</b>	<b>2,400</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>4,900</b>	<b>5,200</b>	<b>300</b>	<b>6.1%</b>
<b>COMMODITIES</b>					
430075	SUPPLIES				
	GENERAL SUPPLIES (LUBRICANTS, SMALL TOOLS, ETC.) NEEDED TO OPERATE SWPS	1,200	1,200	-	0.0%
	GENERAL SUPPLIES (LUBRICANTS, SMALL TOOLS, ETC.) NEEDED TO OPERATE WEST PARK	300	300	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
430260	SUPPLIES - OUTFALL CONTROL				
	GENERAL SUPPLIES NEEDED TO OPERATE AND MAINTAIN THE OUTFALL CONTROL STRUCTURE	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
430540	STORM WATER PUMP STATION POWER				
	POWER TO OPERATE THE PUMPS AND EQUIPMENT AT THE SWPS	32,000	32,000	-	0.0%
	POWER TO OPERATE WEST PARK STORAGE TANK	8,000	8,000	-	0.0%
	POWER TO HIBBARD PARK STATION	800	800	-	0.0%
	<b>Subtotal</b>	<b>40,800</b>	<b>40,800</b>	<b>-</b>	<b>0.0%</b>
430560	HEATING - GAS				
	NATURAL GAS TO HEAT THE SWPS	5,700	5,700	-	0.0%
	<b>Subtotal</b>	<b>5,700</b>	<b>5,700</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>48,500</b>	<b>48,500</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>174,567</b>	<b>166,984</b>	<b>(7,583)</b>	<b>-4.3%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Account Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	DEBT SERVICE

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
DEBT SERVICE EXPENSE								
450010	BOND REGISTRAR FEES	1,750	1,750	2,000	2,300	2,000	-	0.00%
450030	G.O. BOND RETIREMENT	1,750,000	-	2,300,000	2,313,000	1,670,000	(630,000)	-27.39%
450040	EPA LOAN RETIREMENT	257,346	-	448,000	384,615	498,000	50,000	11.16%
450060	INTEREST EXPENSE	1,175,968	1,499,410	1,736,000	1,790,907	2,273,000	537,000	30.93%
<b>DEBT SERVICE EXPENSE Total</b>		<b>3,185,064</b>	<b>1,501,160</b>	<b>4,486,000</b>	<b>4,490,822</b>	<b>4,443,000</b>	<b>(43,000)</b>	<b>-0.96%</b>
<b>Grand Total</b>		<b>3,185,064</b>	<b>1,501,160</b>	<b>4,486,000</b>	<b>4,490,822</b>	<b>4,443,000</b>	<b>(43,000)</b>	<b>-0.96%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	DEBT SERVICE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>DEBT SERVICE EXPENSE</b>					
450010	<b>BOND REGISTRAR FEES</b>				
	BOND REGISTRAR / PAYING AGENT FEES	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
450030	<b>G.O. BOND RETIREMENT</b>				
	G.O. BOND RETIREMENT	2,300,000	1,670,000	(630,000)	-27.4%
	<b>Subtotal</b>	<b>2,300,000</b>	<b>1,670,000</b>	<b>(630,000)</b>	<b>-27.4%</b>
450040	<b>EPA LOAN RETIREMENT</b>				
	EPA LOAN RETIREMENT	448,000	498,000	50,000	11.2%
	<b>Subtotal</b>	<b>448,000</b>	<b>498,000</b>	<b>50,000</b>	<b>11.2%</b>
450060	<b>INTEREST EXPENSE</b>				
	INTEREST EXPENSE FOR PRIOR BOND ISSUANCE	1,736,000	2,273,000	537,000	30.9%
	<b>Subtotal</b>	<b>1,736,000</b>	<b>2,273,000</b>	<b>537,000</b>	<b>30.9%</b>
<b>DEBT SERVICE EXPENSE Total</b>		<b>4,486,000</b>	<b>4,443,000</b>	<b>(43,000)</b>	<b>-1.0%</b>
<b>Grand Total</b>		<b>4,486,000</b>	<b>4,443,000</b>	<b>(43,000)</b>	<b>-1.0%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	CAPITAL IMPROVEMENTS

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
DEBT SERVICE EXPENSE								
450020	BOND ISSUANCE COSTS	-	67,840	60,000	200,000	218,000	158,000	263.33%
<b>DEBT SERVICE EXPENSE Total</b>		-	<b>67,840</b>	<b>60,000</b>	<b>200,000</b>	<b>218,000</b>	<b>158,000</b>	<b>263.33%</b>
CAPITAL OUTLAY								
460700	BLDG. IMPROV. - PUBLIC WORKS	-	-	600,000	100,000	1,300,000	700,000	116.67%
470400	INFRASTRUCTURE -COMBINED SEWER	1,972,653	640,838	820,000	820,000	720,000	(100,000)	-12.20%
470500	INFRASTRUCTURE - STORM SEWER	2,972,326	20,079,792	19,400,000	19,395,942	28,400,000	9,000,000	46.39%
<b>CAPITAL OUTLAY Total</b>		<b>4,944,979</b>	<b>20,720,630</b>	<b>20,820,000</b>	<b>20,315,942</b>	<b>30,420,000</b>	<b>9,600,000</b>	<b>46.11%</b>
<b>Grand Total</b>		<b>4,944,979</b>	<b>20,788,470</b>	<b>20,880,000</b>	<b>20,515,942</b>	<b>30,638,000</b>	<b>9,758,000</b>	<b>46.73%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	SEWER FUND
Department	(All)
Program	CAPITAL IMPROVEMENTS

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CAPITAL OUTLAY</b>					
<b>460700</b>	<b>BLDG. IMPROV. - PUBLIC WORKS</b>				
	SWPS ELECTRICAL IMPROVEMENTS (CIP PROJECT)	600,000	1,300,000	700,000	116.7%
	<b>Subtotal</b>	<b>600,000</b>	<b>1,300,000</b>	<b>700,000</b>	<b>116.7%</b>
<b>470400</b>	<b>INFRASTRUCTURE -COMBINED SEWER</b>				
	SEWER LINING & REHABILITATION (CIP PROJECT)	820,000	720,000	(100,000)	-12.2%
	<b>Subtotal</b>	<b>820,000</b>	<b>720,000</b>	<b>(100,000)</b>	<b>-12.2%</b>
<b>470500</b>	<b>INFRASTRUCTURE - STORM SEWER</b>				
	NEIGHBORHOOD STORAGE IMPROVEMENTS- PHASE 2 (CIP PROJECT)	19,400,000		(19,400,000)	#NULL!
	NEIGHBORHOOD STORAGE IMPROVEMENTS- PHASE 3 (CIP PROJECT)		28,400,000	28,400,000	
	<b>Subtotal</b>	<b>19,400,000</b>	<b>28,400,000</b>	<b>9,000,000</b>	<b>46.4%</b>
<b>CAPITAL OUTLAY Total</b>		<b>20,820,000</b>	<b>30,420,000</b>	<b>9,600,000</b>	<b>46.1%</b>
<b>DEBT SERVICE EXPENSE</b>					
<b>450020</b>	<b>BOND ISSUANCE COSTS</b>				
	BOND ISSUANCE EXPENSE	60,000	218,000	158,000	263.3%
	<b>Subtotal</b>	<b>60,000</b>	<b>218,000</b>	<b>158,000</b>	<b>263.3%</b>
<b>DEBT SERVICE EXPENSE Total</b>		<b>60,000</b>	<b>218,000</b>	<b>158,000</b>	<b>263.3%</b>
<b>Grand Total</b>		<b>20,880,000</b>	<b>30,638,000</b>	<b>9,758,000</b>	<b>46.7%</b>



# Parking Meter Fund





## FUND SUMMARY

### ***Village Center***

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.

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

### ***CTA Station***

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%.

Year	From	To
2005	\$1.50	\$2.00
2008	\$2.00	\$3.00
2009	\$3.00	\$4.00
2020	\$4.00	\$4.10

### ***Burmeister Parking Facility***

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 SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
<b>Village Center</b>						
Daily Fee	223,975	56,899	119,000	37,901	119,000	-
Permits	44,380	32,130	30,100	40,915	42,100	12,000
Rental	3,000	3,000	3,000	1,250	3,000	-
<b>Village Center Subtotal</b>	<b>271,355</b>	<b>92,029</b>	<b>152,100</b>	<b>80,066</b>	<b>164,100</b>	<b>12,000</b>
<b>CTA Station</b>						
Daily Fee	138,205	24,058	65,000	50,000	65,000	-
Permits	35,438	14,740	18,200	15,683	18,200	-
<b>CTA Station Subtotal</b>	<b>173,643</b>	<b>38,798</b>	<b>83,200</b>	<b>65,683</b>	<b>83,200</b>	<b>-</b>
<b>Burmeister Facility</b>						
Other Income	24,154	-	-	-	-	-
Permits	19,326	12,150	20,000	14,555	20,000	-
<b>Burmeister Subtotal</b>	<b>43,480</b>	<b>12,150</b>	<b>20,000</b>	<b>14,555</b>	<b>20,000</b>	<b>-</b>
<b>Other Revenue</b>						
General Fund Transfer	-	-	-	-	60,000	60,000
<b>Other Revenue Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,000</b>	<b>60,000</b>
<b>TOTAL REVENUES</b>	<b>488,479</b>	<b>142,977</b>	<b>255,300</b>	<b>160,304</b>	<b>327,300</b>	<b>72,000</b>

## BUDGET ANALYSIS

### **Village Center**

Reduced ridership has caused significant decreases in permit and daily fee revenue associated with the Metra Station. This ridership started in 2020 due to the pandemic and is expected to continue into 2022.

### **CTA Station**

Reduced ridership has caused significant decreases in permit and daily fee revenue associated with the Metra Station. This ridership started in 2020 due to the pandemic and is expected to continue into 2022.

### **Other Revenue**

Addition of \$60,000 for a General Fund Transfer. If reduced ridership continues the maintenance and operations of parking facilities is not sustainable without a transfer.



## Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
<b>Village Center</b>						
Personnel Expense	66,738	72,096	75,621	76,174	86,293	10,672
Contractual Services	88,798	53,203	73,335	74,469	85,300	11,965
Commodities	16,240	12,350	20,200	15,378	18,800	(1,400)
Other Expenses	39,256	14,719	30,200	29,626	30,200	-
<b>Village Center Subtotal</b>	<b>211,031</b>	<b>152,368</b>	<b>199,356</b>	<b>195,647</b>	<b>220,593</b>	<b>21,237</b>
<b>CTA Station</b>						
Personnel Expense	60,788	63,580	69,018	67,509	71,065	2,047
Contractual Services	27,456	16,373	25,995	32,015	33,230	7,235
Commodities	2,786	2,990	3,520	2,591	3,520	-
Other Expenses	62,356	10,120	30,000	16,623	30,000	-
Capital Outlay	-	-	-	-	220,000	220,000
<b>CTA Station Subtotal</b>	<b>153,384</b>	<b>93,063</b>	<b>128,533</b>	<b>118,738</b>	<b>357,815</b>	<b>229,282</b>
<b>Burmeister Facility</b>						
Contractual Services	3,389	7,619	4,580	6,731	6,950	2,370
Commodities	1,587	1,624	2,600	2,074	2,200	(400)
<b>Burmeister Subtotal</b>	<b>4,976</b>	<b>9,243</b>	<b>7,180</b>	<b>8,805</b>	<b>9,150</b>	<b>1,970</b>
<b>TOTAL EXPENSES</b>	<b>369,391</b>	<b>254,674</b>	<b>335,069</b>	<b>323,190</b>	<b>587,558</b>	<b>252,489</b>

## BUDGET ANALYSIS

### ***Village Center and CTA Station***

Contractual services continue to be lower due to reduced credit card fees associated with lower ridership. The rental agreements with both Union Pacific and the CTA which are partially based on revenues from the lot also remains lower.

Increases include additional funding for contractual snow removal services. The new contract will provide greater flexibility to assign plowing and salting to the contractor. This will allow for multiple plowing cycles and greater salting during events.

### ***Burmeister Facility***

No significant budgetary changes in 2022

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	PARKING METER FUND
Department	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PUBLIC PARKING - GENERAL	INTERFUND TRANSFER	-	-	-	-	60,000	60,000	0.00%
<b>PUBLIC PARKING - GENERAL Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,000</b>	<b>60,000</b>	<b>0.00%</b>
PUBLIC PARKING - VILLAGE CENTE	RENTAL	3,000	3,000	3,000	1,250	3,000	-	0.00%
	PERMITS	44,380	32,130	30,100	40,915	42,100	12,000	39.87%
	DAILY FEE	223,975	56,899	119,000	37,901	119,000	-	0.00%
<b>PUBLIC PARKING - VILLAGE CENTE Total</b>		<b>271,355</b>	<b>92,029</b>	<b>152,100</b>	<b>80,066</b>	<b>164,100</b>	<b>12,000</b>	<b>7.89%</b>
PUBLIC PARKING - CTA	PERMITS	35,438	14,740	18,200	15,683	18,200	-	0.00%
	DAILY FEE	138,205	24,058	65,000	50,000	65,000	-	0.00%
<b>PUBLIC PARKING - CTA Total</b>		<b>173,643</b>	<b>38,798</b>	<b>83,200</b>	<b>65,683</b>	<b>83,200</b>	<b>-</b>	<b>0.00%</b>
PUBLIC PARKING - BURMEISTER	OTHER INCOME	24,154	-	-	-	-	-	0.00%
	PERMITS	19,326	12,150	20,000	14,555	20,000	-	0.00%
<b>PUBLIC PARKING - BURMEISTER Total</b>		<b>43,480</b>	<b>12,150</b>	<b>20,000</b>	<b>14,555</b>	<b>20,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>488,479</b>	<b>142,977</b>	<b>255,300</b>	<b>160,304</b>	<b>327,300</b>	<b>72,000</b>	<b>28.20%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	PARKING METER FUND
Department	(All)
Program	PUBLIC PARKING - VILLAGE CENTE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>RENTAL</b>					
340090	METRA STATION RENT				
	RENTAL INCOME-METRA STATION	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
<b>RENTAL Total</b>		<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
<b>PERMITS</b>					
340040	PERMIT REV.-PARK AVE. LOT				
	PARKING PERMIT-PARK AVE. LOT	18,300	18,300	-	0.0%
	<b>Subtotal</b>	<b>18,300</b>	<b>18,300</b>	<b>-</b>	<b>0.0%</b>
340045	PERMIT REV. - WEST PARK LOT				
	PARKING PERMIT - WEST PARK LOT	-	12,000	12,000	#DIV/0!
	<b>Subtotal</b>	<b>-</b>	<b>12,000</b>	<b>12,000</b>	<b>#DIV/0!</b>
340050	PERMIT REV.-ST. AUGUSTINE LOT				
	PARKING PERMIT-ST. AUGUSTINE LOT	6,500	6,500	-	0.0%
	<b>Subtotal</b>	<b>6,500</b>	<b>6,500</b>	<b>-</b>	<b>0.0%</b>
340055	PERMIT REV. - 11TH & CENTRAL				
	PARKING PERMIT - 11TH & CENTRAL	3,900	3,900	-	0.0%
	<b>Subtotal</b>	<b>3,900</b>	<b>3,900</b>	<b>-</b>	<b>0.0%</b>
340060	PERMIT REV.-MASONIC TEMPLE LOT				
	PARKING PERMIT-MASONIC TEMPLE LOT	-	-	-	#DIV/0!
	<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
340070	PERMIT REV.-ATRIUM LOT				
	PARKING PERMIT-ATRIUM LOT	1,400	1,400	-	0.0%
	<b>Subtotal</b>	<b>1,400</b>	<b>1,400</b>	<b>-</b>	<b>0.0%</b>
<b>PERMITS Total</b>		<b>30,100</b>	<b>42,100</b>	<b>12,000</b>	<b>39.9%</b>
<b>DAILY FEE</b>					
340010	METER REV.-COMMUTER-VILLAGE				
	PARKING METER-COMMUTER-VILLAGE	33,000	33,000	-	0.0%
	<b>Subtotal</b>	<b>33,000</b>	<b>33,000</b>	<b>-</b>	<b>0.0%</b>
340012	METER REV.-COMMUTER-RR				
	PARKING METER-COMMUTER-RR	76,000	76,000	-	0.0%
	<b>Subtotal</b>	<b>76,000</b>	<b>76,000</b>	<b>-</b>	<b>0.0%</b>
340015	METER REV.-POPLAR-RR				
	PARKING METER-POPLAR-RR	10,000	10,000	-	0.0%
	<b>Subtotal</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0.0%</b>
<b>DAILY FEE Total</b>		<b>119,000</b>	<b>119,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>152,100</b>	<b>164,100</b>	<b>12,000</b>	<b>7.9%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	PARKING METER FUND
Department	(All)
Program	PUBLIC PARKING - CTA

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERMITS</b>					
340110	CTA LOT REV.-COMMUTER PERMITS				
	CTA LOT-COMMUTER PERMITS	11,000	11,000	-	0.0%
	<b>Subtotal</b>	<b>11,000</b>	<b>11,000</b>	<b>-</b>	<b>0.0%</b>
340120	CTA LOT REV.-MERCHANT PERMITS				
	CTA LOT-MERCHANT PERMITS	4,200	4,200	-	0.0%
	<b>Subtotal</b>	<b>4,200</b>	<b>4,200</b>	<b>-</b>	<b>0.0%</b>
340130	CTA LOT REV.-24 HOUR PERMITS				
	CTA LOT-24 HOUR PERMITS	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
<b>PERMITS Total</b>		<b>18,200</b>	<b>18,200</b>	<b>-</b>	<b>0.0%</b>
<b>DAILY FEE</b>					
340100	CTA LOT REV.-SLOT BOX COLL.				
	CTA LOT-SLOT BOX COLLECTION	65,000	65,000	-	0.0%
	<b>Subtotal</b>	<b>65,000</b>	<b>65,000</b>	<b>-</b>	<b>0.0%</b>
<b>DAILY FEE Total</b>		<b>65,000</b>	<b>65,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>83,200</b>	<b>83,200</b>	<b>-</b>	<b>0.0%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	PARKING METER FUND
Department	(All)
Program	PUBLIC PARKING - BURMEISTER

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERMITS</b>					
340200	<b>PERMIT REV.-BURMEISTER LOT</b>				
	PARKING PERMIT-BURMEISTER LOT	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
<b>PERMITS Total</b>		<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	PARKING METER FUND
Department	(All)
Program	NON-DEPARTMENTAL

		2022 Amount
<b>INTERFUND TRANSFER</b>		
374100	<b>GENERAL FUND TRANSFER</b>	
	GENERAL FUND TRANSFER	60,000
	<b>Subtotal</b>	<b>60,000</b>
<b>INTERFUND TRANSFER Total</b>		<b>60,000</b>
<b>Grand Total</b>		<b>60,000</b>



**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	PARKING METER FUND
Department	(All)
Object Name	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PUBLIC PARKING - VILLAGE CENTE	PERSONNEL EXPENSE	66,738	72,096	75,621	76,174	86,293	10,672	14.11%
	CONTRACTUAL SERVICES	88,798	53,203	73,335	74,469	85,300	11,965	16.32%
	COMMODITIES	16,240	12,350	20,200	15,378	18,800	(1,400)	-6.93%
	OTHER EXPENSE	39,256	14,719	30,200	29,626	30,200	-	0.00%
<b>PUBLIC PARKING - VILLAGE CENTE Total</b>		<b>211,031</b>	<b>152,368</b>	<b>199,356</b>	<b>195,647</b>	<b>220,593</b>	<b>21,237</b>	<b>10.65%</b>
PUBLIC PARKING - CTA	PERSONNEL EXPENSE	60,788	63,580	69,018	67,509	71,065	2,047	2.97%
	CONTRACTUAL SERVICES	27,456	16,373	25,995	32,015	33,230	7,235	27.83%
	COMMODITIES	2,786	2,990	3,520	2,591	3,520	-	0.00%
	OTHER EXPENSE	62,356	10,120	30,000	16,623	30,000	-	0.00%
	CAPITAL OUTLAY	-	-	-	-	220,000	220,000	0.00%
<b>PUBLIC PARKING - CTA Total</b>		<b>153,384</b>	<b>93,063</b>	<b>128,533</b>	<b>118,738</b>	<b>357,815</b>	<b>229,282</b>	<b>178.38%</b>
PUBLIC PARKING - BURMEISTER	CONTRACTUAL SERVICES	3,389	7,619	4,580	6,731	6,950	2,370	51.75%
	COMMODITIES	1,587	1,624	2,600	2,074	2,200	(400)	-15.38%
<b>PUBLIC PARKING - BURMEISTER Total</b>		<b>4,976</b>	<b>9,243</b>	<b>7,180</b>	<b>8,805</b>	<b>9,150</b>	<b>1,970</b>	<b>27.44%</b>
<b>Grand Total</b>		<b>369,391</b>	<b>254,674</b>	<b>335,069</b>	<b>323,190</b>	<b>587,558</b>	<b>252,489</b>	<b>75.35%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	PARKING METER FUND
Department	(All)
Program	PUBLIC PARKING - VILLAGE CENTE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	50,943	58,761	7,818	15.3%
	<b>Subtotal</b>	<b>50,943</b>	<b>58,761</b>	<b>7,818</b>	<b>15.3%</b>
410200	OVERTIME WAGES				
	OVERTIME	560	560	-	0.0%
	<b>Subtotal</b>	<b>560</b>	<b>560</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	24,118	26,972	2,854	11.8%
	<b>Subtotal</b>	<b>24,118</b>	<b>26,972</b>	<b>2,854</b>	<b>11.8%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>75,621</b>	<b>86,293</b>	<b>10,672</b>	<b>14.1%</b>
<b>CONTRACTUAL SERVICES</b>					
420150	BANK CHARGES				
	CREDIT CARD/BANK CHARGES	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
421175	CONTRACTUAL SERVICES- R.R.				
	CUSTODIAL SERVICES	3,215	3,700	485	15.1%
	FIRE ALARM INSPECTION	110	220	110	100.0%
	FIRE ALARM MONITORING (AES RADIO)	490	490	-	0.0%
	GRASS CUTTINGS SERVICES (21-WEEKS)	5,700	5,700	-	0.0%
	HOLIDAY LIGHTING DECOR	3,000	3,000	-	0.0%
	HVAC PREVENTATIVE MAINTENANCE (SPRING AND FALL) AND EMERGENCY REPAIRS	560	560	-	0.0%
	LANDSCAPE MAINTENANCE AND WEED CONTROL (32-WEEKS)	14,160	14,160	-	0.0%
	MAINTENANCE/WARRANTY FOR FOUR PAY-BY-SPACE TERMINALS AT \$440 PER MONTH (OR \$5,280 ANNUALLY)	5,280	5,280	-	0.0%
	MISCELLANEOUS ELECTRICAL, PLUMBING, ROOF REPAIRS	500	900	400	80.0%
	WEBOFFICE DATA COLLECTION SERVICE FOR FOUR PAY-BY-SPACE TERMINALS AT \$320 PER MONTH (OR \$3,840 ANNUALLY)	3,840	3,840	-	0.0%
	<b>Subtotal</b>	<b>36,855</b>	<b>37,850</b>	<b>995</b>	<b>2.7%</b>
421200	CONTRACTUAL SNOW REMOVAL				
	OPEN-UP PASSES FOR PARKING LOTS (8 EA.), SNOW EVENTS 2-4 INCHES, 2 AT \$700	1,400		(1,400)	#NULL!
	OPEN-UP PASSES FOR PARKING LOTS (8 EA.), SNOW EVENTS 4-8 INCHES, 1 AT \$885	885		(885)	#NULL!
	PARKING LOTS (8 EA.), 4-8 INCHES SNOW ACCUMULATION, 2 EVENTS AT \$2,225 EA.	4,445	4,450	5	0.1%
	PARKING LOTS (8 EA.), 2-4 INCHES SNOW ACCUMULATION, 9 EVENTS AT \$1,745 EA.	5,240	15,705	10,465	199.7%
	PARKING LOTS (8 EA.), 8+ INCHES SNOW ACCUMULATION, 1 EVENT AT \$2,380	2,385	2,380	(5)	-0.2%
	PARKING LOTS (8 EA.), SALTING APPLICATION, 7 EVENTS AT \$570 EA.		3,990	3,990	
	CONTRACTUAL SNOW HAULING WITH SEMI-TRAILERS, APPROXIMATELY 6 HOURS AT \$150 PER HOUR	2,125	925	(1,200)	-56.5%
	<b>Subtotal</b>	<b>16,480</b>	<b>27,450</b>	<b>10,970</b>	<b>66.6%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>73,335</b>	<b>85,300</b>	<b>11,965</b>	<b>16.3%</b>
<b>COMMODITIES</b>					
430140	SUPPLIES - BUILDING				
	THE COST OF WATER USAGE AT THE METRA TRAIN STATION	400	400	-	0.0%
	<b>Subtotal</b>	<b>400</b>	<b>400</b>	<b>-</b>	<b>0.0%</b>
430190	SUPPLIES -GROUNDS (VILLAGEPMF)				
	LANDSCAPE MATERIAL INCLUDING CRUSHED STONE, MULCH, SOD, AND PAVERS FOR VILLAGE OWNED PROPERTIES	2,000	2,000	-	0.0%
	LANDSCAPE PLANTING MATERIAL FOR VILLAGE OWNED PROPERTIES	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>0.0%</b>
430200	SUPPLIES -GROUNDS (RR PMF)				
	LANDSCAPE MATERIAL INCLUDING CRUSHED STONE, MULCH, SOD, AND PAVERS FOR RAILROAD OWNED PROPERTIES	1,000	1,000	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	PARKING METER FUND
Department	(All)
Program	PUBLIC PARKING - VILLAGE CENTE

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>430200</b>	LANDSCAPE PLANTING MATERIAL FOR RAILROAD OWNED PROPERTIES	1,000	1,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>430515</b>	METRA STATION POWER				
	ENERGY COST FROM 1 OF THE 3 METERS LOCATED AT THE METRA STATION	5,000	5,000	-	0.0%
	<b>Subtotal</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0.0%</b>
<b>430520</b>	PARKING LOT LIGHTING POWER				
	ENERGY COSTS FOR LIGHTING THE COMMUTER LOT	5,400	4,000	(1,400)	-25.9%
	<b>Subtotal</b>	<b>5,400</b>	<b>4,000</b>	<b>(1,400)</b>	<b>-25.9%</b>
<b>430560</b>	HEATING - GAS				
	HEATING GAS AT THE METRA STATION	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
<b>430800</b>	PARKING METER PARTS - VILLAGE				
	PAPER ROLLS TO PRINT RECEIPTS FOR PAY-BY-SPACE TERMINALS	400	400	-	0.0%
	<b>Subtotal</b>	<b>400</b>	<b>400</b>	<b>-</b>	<b>0.0%</b>
<b>430810</b>	PARKING METER PARTS - RR				
	PAPER ROLLS FOR PRINTING OF RECEIPTS FOR PAY-BY-SPACE TERMINALS	1,500	1,500	-	0.0%
	<b>Subtotal</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>20,200</b>	<b>18,800</b>	<b>(1,400)</b>	<b>-6.9%</b>
<b>OTHER EXPENSE</b>					
<b>448510</b>	RENT - COMMUTER LOT				
	PAYMENT TO UNION PACIFIC FOR THE USE OF THEIR PROPERTY	25,000	25,000	-	0.0%
	<b>Subtotal</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>0.0%</b>
<b>448520</b>	RENT - POPLAR LOTS				
	PAYMENT TO UNION PACIFIC FOR THE USE OF THEIR PROPERTY	2,800	2,800	-	0.0%
	<b>Subtotal</b>	<b>2,800</b>	<b>2,800</b>	<b>-</b>	<b>0.0%</b>
<b>448530</b>	RENT - ST. AUGUSTINE LOT				
	PAYMENT TO ST. AUGUSTINE'S CHURCH FOR THE USE OF THEIR PROPERTY	2,400	2,400	-	0.0%
	<b>Subtotal</b>	<b>2,400</b>	<b>2,400</b>	<b>-</b>	<b>0.0%</b>
<b>448540</b>	RENT - MASONIC TEMPLE LOT				
	PAYMENT TO THE MASONIC TEMPLE FOR THE USE OF THEIR PROPERTY	-	-	-	#DIV/0!
	<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>OTHER EXPENSE Total</b>		<b>30,200</b>	<b>30,200</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>199,356</b>	<b>220,593</b>	<b>21,237</b>	<b>10.7%</b>



**DATE:** August 25, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

<b>Account Number</b>	23753090-421200
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Contractual Snow Removal

### Background

This account provides funds for contractual assistance with snow and ice control and includes plowing of four parking lots (METRA, Depot, Poplar-North and Poplar-South). The Village's existing contract includes tiered pricing based on actual number of events (completed passes) and snow accumulation (2-4, 4-8 and 8+ inches). Funds are also available for leasing semi-trailer units for snow hauling of parking lots. On average, the Village experiences seven plow events over the course of each winter season.

### Justification

The Village Board approved contract amendments on February 23, 2021 and March 23, 2021 to expand the menu of snow services, allowing staff greater flexibility to assign tasks to the contractor, which translates to more timely service to residents. It also provides opportunity to distribute a portion of the increased workload during heavy snow accumulation events when service demands are greatest. Specifically, this included addition of salting of parking lots and rates for demand hourly work. The requested increase of \$10,970 incorporates use of these services based historical averages.

Description	2021 Budget	2022 Budget	Increase	Account No.
Contr. Snow Removal	\$16,480	\$27,450	\$10,970	23753090-421200

Denoted in the table below is a breakdown of the requested increase.

Activity	No. of Events	Unit Cost	Extended Cost
Plowing Parking Lots (2-4 inches)*	4	\$1,745	\$6,980
Salting Parking Lots (4 ea.)	7	\$570	\$3,990
<b>Subtotal</b>			<b>\$10,970</b>

Staff added four snow plow cycles (2-4 inches), raising total from five to nine. Review of past service levels has demonstrated parking lots require multiple plowing cycles for higher accumulation snow events, providing service for commuter periods and final post storm clean-up during overnight hours. Likewise, upon occasion, parking lots are plowed under two inches snow accumulation in lieu of heavy salt applications to prevent build-up of snow and ice.

**Alternative**

Reduce funding to reflect salting of parking lots on a trial basis only. However, the contractor has requested a commitment from the Village ahead of the winter season to secure additional resources to uphold existing service and accommodate the expanded menu of snow services on a concurrent basis. The Village will not likely achieve desired results with a smaller pool of contractual resources.

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	PARKING METER FUND
Department	(All)
Program	PUBLIC PARKING - CTA

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	45,447	46,868	1,421	3.1%
	<b>Subtotal</b>	<b>45,447</b>	<b>46,868</b>	<b>1,421</b>	<b>3.1%</b>
410200	OVERTIME WAGES				
	OVERTIME	2,250	2,250	-	0.0%
	<b>Subtotal</b>	<b>2,250</b>	<b>2,250</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	21,321	21,947	626	2.9%
	<b>Subtotal</b>	<b>21,321</b>	<b>21,947</b>	<b>626</b>	<b>2.9%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>69,018</b>	<b>71,065</b>	<b>2,047</b>	<b>3.0%</b>
<b>CONTRACTUAL SERVICES</b>					
420150	BANK CHARGES				
	CREDIT CARD/BANK CHARGES FOR PAY-BY-SPACE STATIONS	7,000	7,000	-	0.0%
	<b>Subtotal</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>0.0%</b>
421000	CONTRACTUAL SERVICES				
	HOLIDAY LIGHT DECORATIONS	2,250	2,250	-	0.0%
	MAINTENANCE COSTS FOR TWO (2) PAY-BY-SPACE STATIONS	4,560	4,560	-	0.0%
	<b>Subtotal</b>	<b>6,810</b>	<b>6,810</b>	<b>-</b>	<b>0.0%</b>
421150	CONTRACTUAL GROUNDS MAINT.				
	MAINTENANCE OF THE CTA STATION PARKING LOT GROUNDS AND THE SURROUNDING PARKWAYS	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
421200	CONTRACTUAL SNOW REMOVAL				
	OPEN-UP PASSES FOR PARKING LOTS (2 EA.), SNOW EVENTS 2-4 INCHES, 2 AT \$415	830		(830)	#NULL!
	OPEN-UP PASSES FOR PARKING LOTS (2 EA.), SNOW EVENTS 4-8 INCHES, 1 AT \$530	530		(530)	#NULL!
	PARKING LOTS (2 EA.), SNOW EVENTS 2-4 INCHES, 3 AT \$1,038	3,115		(3,115)	#NULL!
	CONTRACTUAL SNOW HAULING WITH SEMI-TRAILERS, APPROXIMATELY 4 HOURS AT \$150 PER HOUR	625	600	(25)	-4.0%
	PARKING LOTS (2 EA.), 4-8 INCHES SNOW ACCUMULATION, 2 EVENTS AT \$1,320 EA.	2,645	2,640	(5)	-0.2%
	PARKING LOTS (2 EA.) 8+ INCHES SNOW ACCUMULATION, 1 EVENT AT \$1,440	1,440	1,440	-	0.0%
	PARKING LOTS (2 EA.), SALTING APPLICATION, 7 EVENTS AT \$340 EA.		2,380	2,380	
	PARKING LOTS (2 EA.), 2-4 INCHES SNOW ACCUMULATION, 9 EVENTS AT \$1,040 EA.		9,360	9,360	
	<b>Subtotal</b>	<b>9,185</b>	<b>16,420</b>	<b>7,235</b>	<b>78.8%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>25,995</b>	<b>33,230</b>	<b>7,235</b>	<b>27.8%</b>
<b>COMMODITIES</b>					
430400	MATERIALS				
	COST TO PURCHASE PAPER ROLLS TO PRINT RECEIPTS FOR PAY-BY-SPACE STATIONS	720	720	-	0.0%
	LANDSCAPE PLANTING MATERIALS FOR THE CTA STATION PARKING LOT AT 4TH AND LINDEN	2,800	2,800	-	0.0%
	<b>Subtotal</b>	<b>3,520</b>	<b>3,520</b>	<b>-</b>	<b>0.0%</b>
<b>COMMODITIES Total</b>		<b>3,520</b>	<b>3,520</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE</b>					
448550	RENT - CTA LOTS				
	PAYMENT TO THE CTA FOR USE OF THEIR LAND FOR PUBLIC PARKING	30,000	30,000	-	0.0%
	<b>Subtotal</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY</b>					
470350	INFRASTRUCTURE - PARKING LOTS				
	PARKING LOT PAVING PROGRAM (CIP PROJECT)		220,000	220,000	
	<b>Subtotal</b>		<b>220,000</b>	<b>220,000</b>	
<b>CAPITAL OUTLAY Total</b>			<b>220,000</b>	<b>220,000</b>	
<b>Grand Total</b>		<b>128,533</b>	<b>357,815</b>	<b>229,282</b>	<b>178.4%</b>



**DATE:** August 25, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	23763090-421200
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Contractual Snow Removal

### Background

This account provides funds for contractual assistance with snow and ice control and includes plowing of two parking lots (CTA East and West Lots). The Village's existing contract includes tiered pricing based on actual number of events (completed passes) and snow accumulation (2-4, 4-8 and 8+ inches). Funds are also available for leasing semi-trailer units for snow hauling of parking lots. On average, the Village experiences seven plow events over the course of each winter season.

### Justification

The Village Board approved contract amendments on February 23, 2021 and March 23, 2021 to expand the menu of snow services, allowing staff greater flexibility to assign tasks to the contractor, which translates to more timely service to residents. It also provides opportunity to distribute a portion of the increased workload during heavy snow accumulation events when service demands are greatest. Specifically, this included the addition of salting of parking lots and rates for demand hourly work. The requested increase of \$7,235 incorporates use of these services based historical averages.

Description	2021 Budget	2022 Budget	Increase	Account No.
Contr. Snow Removal	\$9,185	\$16,420	\$7,235	23763090-421200

The requested funds for this account (CTA) mirrors contractual snow activity provided in the other parking fund accounts (METRA and Burmeister). This includes addition of seven salting events and four snow plow cycles (2-4 inches), raising total from five to nine. Review of past service levels has demonstrated parking lots require multiple

plowing cycles for higher accumulation snow events, providing service for commuter periods and final post storm clean-up during overnight hours. Likewise, upon occasion, parking lots are plowed under two inches snow accumulation in lieu of heavy salt applications to prevent build-up of snow and ice.

**Alternative**

Reduce funding to reflect salting of parking lots on a trial basis only. However, the contractor has requested a commitment from the Village ahead of the winter season to secure additional resources to uphold existing services and accommodate the expanded menu of snow services on a concurrent basis. The Village will not likely achieve desired results with a smaller pool of contractual resources.



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	PARKING METER FUND
Department	(All)
Program	PUBLIC PARKING - BURMEISTER

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CONTRACTUAL SERVICES</b>					
<b>421000</b>	<b>CONTRACTUAL SERVICES</b>				
	BURMEISTER LOT SNOWPLOWING	1,265	2,150	885	70.0%
	CARBON MONOXIDE AND NITROGEN MONITORING SYSTEM FOR UNDERGROUND GARAGE	560	600	40	7.1%
	FIRE ALARM MONITORING (AES RADIO)	490	490	-	0.0%
	LANDSCAPE MAINTENANCE	600	600	-	0.0%
	PHONE SERVICE LINE	600	660	60	10.0%
	SEWER MAINTENANCE - TRIPLE CATCH BASIN CLEANING	565	500	(65)	-11.5%
	ANNUAL FIRE ALARM AND SUPPRESSION SYSTEM INSPECTIONS AND REPAIRS (CODE REQUIRED)	500	750	250	50.0%
	ANNUAL FIRE SPRINKLER SYSTEM TESTING, INSPECTION AND REPAIRS		1,200	1,200	
	<b>Subtotal</b>	<b>4,580</b>	<b>6,950</b>	<b>2,370</b>	<b>51.7%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>4,580</b>	<b>6,950</b>	<b>2,370</b>	<b>51.7%</b>
<b>COMMODITIES</b>					
<b>430400</b>	<b>MATERIALS</b>				
	LANDSCAPE MATERIALS AND MAINTENANCE SUPPLIES	500	500	-	0.0%
	<b>Subtotal</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>
<b>430520</b>	<b>PARKING LOT LIGHTING POWER</b>				
	ENERGY COSTS FOR LIGHTING THE BURMEISTER PARKING LOT 24 HOURS PER DAY, 7 DAYS PER WEEK	2,100	1,700	(400)	-19.0%
	<b>Subtotal</b>	<b>2,100</b>	<b>1,700</b>	<b>(400)</b>	<b>-19.0%</b>
<b>COMMODITIES Total</b>		<b>2,600</b>	<b>2,200</b>	<b>(400)</b>	<b>-15.4%</b>
<b>Grand Total</b>		<b>7,180</b>	<b>9,150</b>	<b>1,970</b>	<b>27.4%</b>



# Capital and Debt Service Funds

**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.

**Capital Projects Fund**

Accounts for financial resources to be used for the acquisition or construction of major capital facilities.

**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.



## Debt Service Overview

The Village utilized bond issuances to finance capital improvement projects. The debt service associated with the bonds are financed through the General Debt Service Fund, the Water, Fund, and the Sewer Fund and are generated by a variety of revenue sources that range from property taxes to water, sewer, and stormwater charges. The Village maintains a “Aaa” bond rating from Moody’s which allows the Village to borrow at low interest rates for these long-term capital investments. This section includes a breakdown of the Village’s outstanding debt along with information about principal and interest, funding sources, and repayment schedules.

### IEPA Loans

- There have been eleven IEPA loans which financed sewer lining work from 2006 to 2020. This is an ongoing program and starting in 2021 will be on a two-year cycle with construction taking place in 2022 and planning in 2022. There is also one IEPA loan for work related to the Electrical Improvement Project at the Water Plant. The Village plans to secure additional loans for sewer lining and water plant work.

### 2014 Series

- \$15.1 million of the issuance financed the remaining amount of the Stormwater Improvement Program.
- \$1.66 million if the issuance refunded the outstanding Series 2004 Issue related to the Sewer Fund.

### 2017A Series

- The issuance financed various building improvements.

### 2017B Refunding Series

- The refunding included funds for the remaining amount of the 2007 and 2019 Issuances. The 2007 issuance funded 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. The 2009 issuance funded the remaining costs of the Sheridan Road improvements and Public Works Facility expansion.
- The refunding also included funds for the remaining amount of the outstanding G.O. Series 2009, that were utilized for water system improvements.
- The refunding included funds for the remaining amount of the outstanding G.O. Series 2007 and 2009, that were utilized for sewer system improvements.

### 2020A Series

- This issuance included funds to finance water main replacements on Central Avenue & Lake Ave.
- The largest component of this issuance was used to fund the Neighborhood Storage Improvement Project at Community Playfield including the installation of the underground stormwater storage vault.

### 2020B Refunding Series

- The refunding included funds for the remaining amount of the 2010 G.O. Series that was used to finance street and alley improvements, Public Works facility improvements and heavy equipment purchases.
- The refunding also included funds for the remaining amount of outstanding G.O. Series 2010, that were utilized for standpipe reconditioning, SCADA software upgrades and water plant improvements.

### 2021 Series

- The largest component of this issuance will be used to fund the on-going Neighborhood Storage Improvement Project including work at Hibbard Park and Thornwood Park.
- This issuance also included funds to finance the Central Avenue Road Reconstruction Project.
- A portion of the issuance refund the outstanding Series 2011 and Series 2013 bonds.

### Debt Statistics

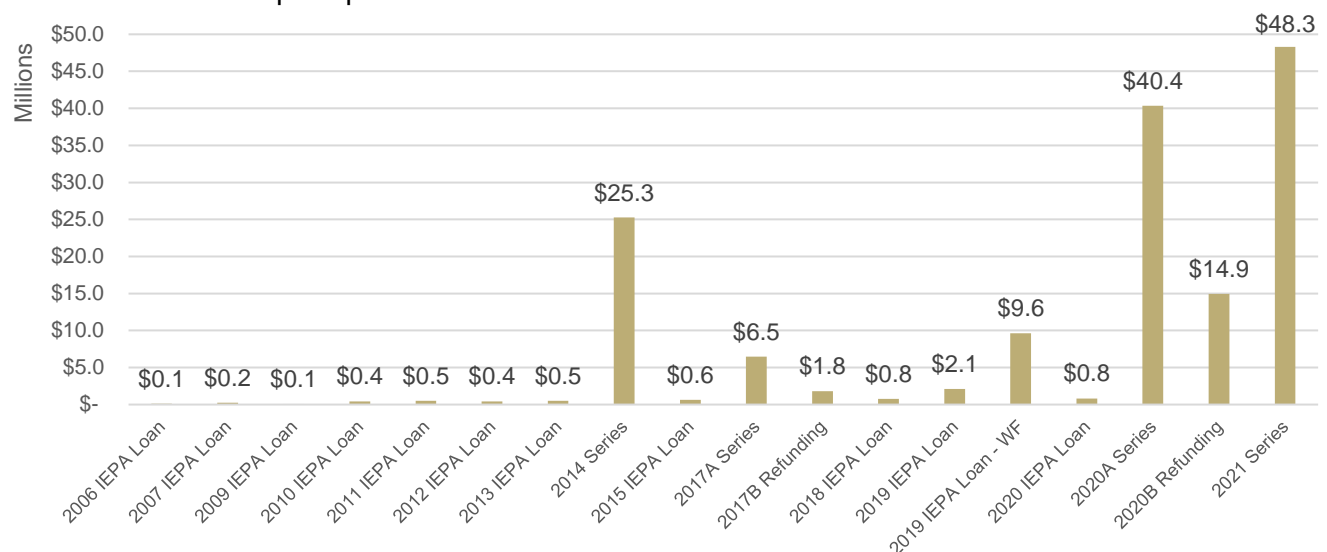
As a home-rule community, the Village has no legal debt limit. However, the Village through its annual budget review only borrows for long-term capital projects and continual monitors its overall debt level on a per capita and percent of equalized assessed valuation (EAV basis). For comparison, non-home rule communities have a debt limitation of 8.625% of EAV; in 2020 the Village was at 1.64% of debt per EAV. This table does not include the 2021 issuance.



Year	General Obligation (GO) Bonds	Installment Contracts	Water GO Bonds	Sewer GO Bonds	Parking Meter GO Bonds	IEPA Revolving Loans	Total Primary Government	Percent of EAV	Per Capita
2010	39,950,000	40,000	20,075,000	9,805,000	65,000	10,326,541	80,261,541	1.15%	2,963
2011	37,950,000	20,000	19,575,000	16,850,000	-	1,793,691	76,188,691	1.22%	2,813
2012	36,250,000	250,000	18,810,000	16,035,000	-	2,462,695	73,807,695	1.32%	2,725
2013	35,235,000	237,500	17,945,000	23,825,000	-	2,939,046	80,181,546	1.54%	2,960
2014	33,070,000	225,000	16,745,000	37,880,000	-	3,428,688	91,348,688	1.95%	3,372
2015	30,870,000	212,500	15,575,000	36,310,916	-	3,252,559	86,220,975	1.81%	3,183
2016	28,485,000	200,000	14,235,000	34,618,000	-	3,772,878	81,310,878	1.76%	3,002
2017	31,045,000	187,500	12,265,000	32,910,000	-	3,573,479	79,980,979	1.39%	2,953
2018	28,315,000	175,000	10,375,000	31,160,000	-	5,391,874	75,416,874	1.28%	2,784
2019	25,535,000	162,500	8,330,000	29,410,000	-	11,964,007	75,401,507	1.32%	2,784
2020	22,821,369	150,000	10,713,203	54,016,278	-	14,242,385	101,943,235	1.64%	3,764

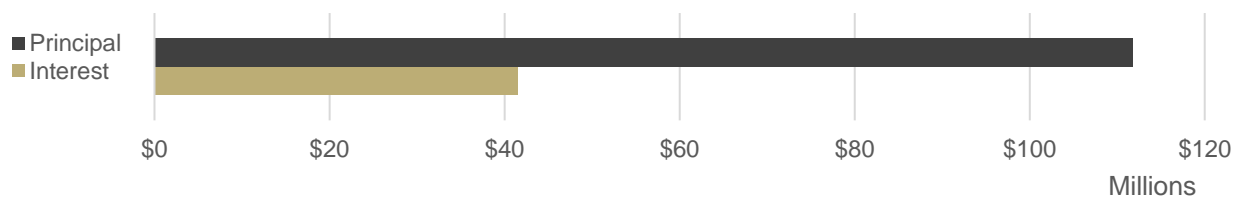
## Total Issuance

The below table shows the total outstanding principal and interest by series. Across all funds, the Village has \$153.39 million in total principal and interest.



## Principal and Interest

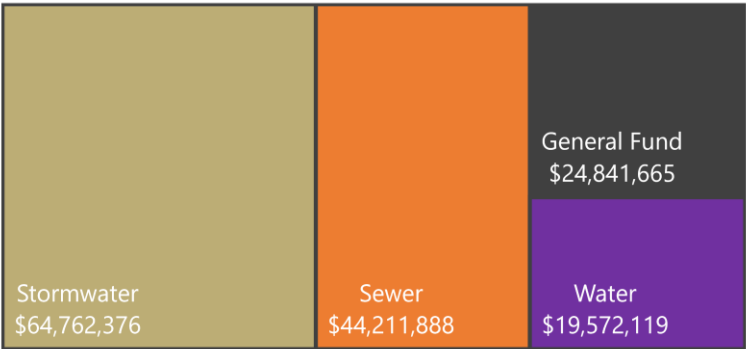
Of the outstanding issuances, \$111.87 million in principal and the interest is \$41.52 million. Overall, the Village's total interest cost is an estimated 2.23%.





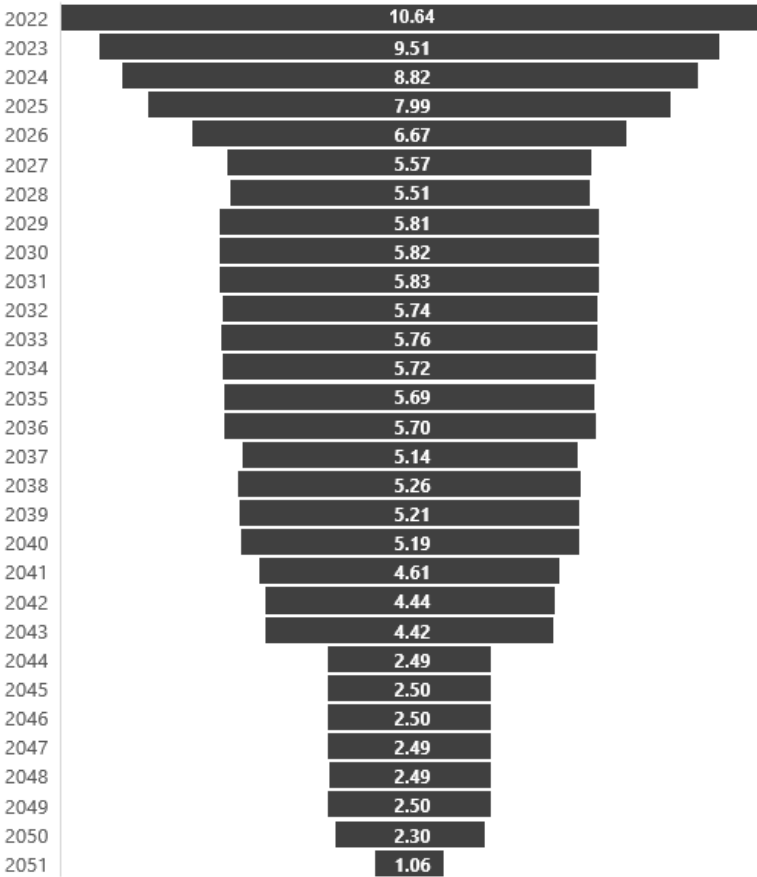
Funding Sources

Overall, 16.2% of the Village’s debt service is related to the general fund, which is repaid through property taxes; 28.8% is for sewer projects, which is repaid through sewer rates; 12.8% is for water projects, which is repaid through residential and wholesale water rates; and 42.2% is for stormwater projects, which are repaid by the stormwater utility fee.



Repayment Schedule

The Village’s current debt service schedule has payments remaining through 2051 that range from \$10.64 million in 2021 to \$1.06 million in 2050.



The following pages includes the following tables: 2022 debt service overview, a breakdown of annual debt service by fund and issuance, a breakdown of debt service by fund and issuance, and a summary and detail of each fund’s debt service.



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 or 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 2022 budget includes several different debt issuance types that will be re-paid through a variety of mechanism including the water and sewer rates, the stormwater utility fee, and property taxes. The borrowing includes:

- \$20.5 million bond issuance to fund the construction of Phase 3 of the Neighborhood Storage Project at Thornwood Park;
- \$1.3 million bond issuance to fund the Electrical Improvements at the Stormwater Pumping Station (SWPS);
- \$900 thousand bond issuance for the water main replacement program on Schiller Avenue between Hunter Road and Pinecrest Lane in conjunction with Phase 3 of the Neighborhood Storage Project;
- \$820 thousand for continued sewer lining and rehabilitation work to be funded with a new IEPA loan;
- \$675 thousand bond issuance for Phase 1 of the treatment process improvements at the Water Plant; and
- \$100 thousand bond issuance for preliminary engineering and design of Phase 1 of the water intake improvements at the Water Plant.

# Village of Wilmette

2022 Debt Service Overview



Year	2022
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	General Fund	Stormwater	Sewer	Water	Grand Total
2006 IEPA Loan			27,847		27,847
2007 IEPA Loan			41,495		41,495
2009 IEPA Loan			8,822		8,822
2010 IEPA Loan			42,887		42,887
2011 IEPA Loan			47,414		47,414
2012 IEPA Loan			35,269		35,269
2013 IEPA Loan			39,126		39,126
2015 IEPA Loan			43,038		43,038
2018 IEPA Loan			47,547		47,547
2019 IEPA Loan			112,822		112,822
2019 IEPA Loan - WF				505,582	505,582
2020 IEPA Loan			50,000		50,000
2014 Series			576,625		576,625
2017A Series	134,725				134,725
2017B Refunding				916,750	916,750
2020A Series		1,077,481		108,669	1,186,150
2020B Refunding	3,207,750			48,000	3,255,750
2021 Series	274,803	607,432	1,580,772	1,106,542	3,569,548
<b>Grand Total</b>	<b>3,617,278</b>	<b>1,684,913</b>	<b>2,653,663</b>	<b>2,685,542</b>	<b>10,641,396</b>



**Village of Wilmette**  
*Debt Service Schedule Summary - By Issuance*



	General Fund	Stormwater	Sewer	Water	Grand Total
2006 IEPA Loan			139,235		139,235
2007 IEPA Loan			248,026		248,026
2009 IEPA Loan			74,987		74,987
2010 IEPA Loan			428,871		428,871
2011 IEPA Loan			521,558		521,558
2012 IEPA Loan			417,914		417,914
2013 IEPA Loan			508,634		508,634
2014 Series			25,253,750		25,253,750
2015 IEPA Loan			645,567		645,567
2017A Series	6,454,875				6,454,875
2017B Refunding				1,802,550	1,802,550
2018 IEPA Loan			784,519		784,519
2019 IEPA Loan			2,087,204		2,087,204
2019 IEPA Loan - WF				9,606,928	9,606,928
2020 IEPA Loan			825,000		825,000
2020A Series		34,976,756		5,395,600	40,372,357
2020B Refunding	13,824,750			1,104,000	14,928,750
2021 Series	4,562,040	29,785,619	12,276,622	1,663,042	48,287,323
<b>Grand Total</b>	<b>24,841,665</b>	<b>64,762,376</b>	<b>44,211,888</b>	<b>19,572,119</b>	<b>153,388,048</b>

**Village of Wilmette**  
Annual *Debt Service Schedule Summary - Fund*



	General Fund	Stormwater	Sewer	Water	Grand Total
2022	3,617,278	1,684,913	2,653,663	2,685,542	10,641,396
2023	3,716,194	1,311,950	2,282,792	2,194,599	9,505,534
2024	3,661,694	1,576,950	1,871,292	1,707,799	8,817,734
2025	3,647,444	1,778,450	1,861,292	700,299	7,987,484
2026	1,977,294	2,158,950	1,835,542	700,549	6,672,334
2027	778,294	2,298,950	1,795,999	700,549	5,573,792
2028	780,844	2,299,450	1,733,949	700,299	5,514,542
2029	706,569	2,301,950	2,102,199	699,799	5,810,517
2030	705,319	2,298,400	2,114,288	700,199	5,818,206
2031	710,519	2,297,350	2,123,940	700,399	5,832,208
2032	706,369	2,297,900	2,037,353	701,649	5,743,271
2033	710,019	2,300,300	2,044,877	702,749	5,757,945
2034	703,119	2,299,900	2,021,119	700,049	5,724,187
2035	705,919	2,298,900	1,986,644	702,349	5,693,812
2036	708,169	2,302,300	1,981,869	704,549	5,696,887
2037	199,869	2,300,000	1,937,743	701,649	5,139,261
2038	201,269	2,300,988	2,055,970	703,568	5,261,794
2039	202,569	2,301,250	2,000,947	700,380	5,205,146
2040	203,531	2,298,644	1,986,411	702,005	5,190,591
2041	199,388	2,295,269	1,914,000	197,888	4,606,544
2042		2,300,106	1,946,000	194,288	4,440,394
2043		2,297,688	1,924,000	195,488	4,417,175
2044		2,298,275		196,569	2,494,844
2045		2,302,794		197,531	2,500,325
2046		2,300,000		198,375	2,498,375
2047		2,299,750		193,875	2,493,625
2048		2,298,250		194,375	2,492,625
2049		2,300,500		194,750	2,495,250
2050		2,301,375			2,301,375
2051		1,060,875			1,060,875
<b>Grand Total</b>	<b>24,841,665</b>	<b>64,762,376</b>	<b>44,211,888</b>	<b>19,572,119</b>	<b>153,388,048</b>



	2006 IEPA Loan	2007 IEPA Loan	2009 IEPA Loan	2010 IEPA Loan	2011 IEPA Loan	2012 IEPA Loan	2013 IEPA Loan	2014 Series	2015 IEPA Loan	2017A Series	2017B Refunding	2018 IEPA Loan	2019 IEPA Loan	2019 IEPA Loan - WF	2020 IEPA Loan	2020A Series	2020B Refunding	2021 Series	Grand Total
2022	27,847	41,495	8,822	42,887	47,414	35,269	39,126	576,625	43,038	134,725	916,750	47,547	112,822	505,582	50,000	1,186,150	3,255,750	3,569,548	10,641,396
2023	27,847	41,495	8,822	42,887	47,414	35,269	39,126	776,625	43,038	134,725	885,800	47,547	112,822	505,630	50,000	966,650	3,350,750	2,389,088	9,505,534
2024	27,847	41,495	8,822	42,887	47,414	35,269	39,126	670,625	43,038	134,725		47,547	112,822	505,630	50,000	1,227,150	4,259,500	1,523,838	8,817,734
2025	27,847	41,495	8,822	42,887	47,414	35,269	39,126	667,625	43,038	504,725		47,547	112,822	505,630	50,000	1,429,150	2,865,750	1,518,338	7,987,484
2026	27,847	41,495	8,822	42,887	47,414	35,269	39,126	664,625	43,038	502,325		47,547	112,822	505,630	50,000	1,429,900	1,197,000	1,876,588	6,672,334
2027		40,550	8,822	42,887	47,414	35,269	39,126	661,625	43,038	504,825		47,547	112,822	505,630	50,000	1,428,900		2,005,338	5,573,792
2028			8,822	42,887	47,414	35,269	39,126	658,625	43,038	502,125		47,547	112,822	505,630	50,000	1,431,150		1,990,088	5,514,542
2029			8,822	42,887	47,414	35,269	39,126	1,055,625	43,038	503,350		47,547	112,822	505,630	50,000	1,431,400		1,887,588	5,810,517
2030			4,411	42,887	47,414	35,269	39,126	1,090,625	43,038	504,350		47,547	112,822	505,630	50,000	1,428,000		1,867,088	5,818,206
2031				42,887	47,414	35,269	39,126	1,123,438	43,038	507,050		47,547	112,822	505,630	50,000	1,428,400		1,849,588	5,832,208
2032					47,414	35,269	39,126	1,103,938	43,038	504,300		47,547	112,822	505,630	50,000	1,431,400		1,822,788	5,743,271
2033						29,957	39,126	1,183,688	43,038	506,250		47,547	112,822	505,630	50,000	1,433,500		1,806,388	5,757,945
2034							39,126	1,209,188	43,038	502,750		47,547	112,822	505,630	50,000	1,429,300		1,784,788	5,724,187
2035								732,938	43,038	503,950		47,547	112,822	505,630	50,000	1,429,800		2,268,088	5,693,812
2036								772,063	43,038	504,700		47,547	112,822	505,630	50,000	1,434,900		2,226,188	5,696,887
2037								809,375				47,547	112,822	505,630	50,000	1,429,500		2,184,388	5,139,261
2038								1,894,375				23,773	112,822	505,630	25,000	1,432,506		1,267,688	5,261,794
2039								1,888,125					112,822	505,630		1,429,981		1,268,588	5,205,146
2040								1,930,000					56,411	505,630		1,430,681		1,267,869	5,190,591
2041								1,914,000								1,430,819		1,261,725	4,606,544
2042								1,946,000								1,430,394		1,064,000	4,440,394
2043								1,924,000								1,427,963		1,065,213	4,417,175
2044																1,429,938		1,064,906	2,494,844
2045																1,431,200		1,069,125	2,500,325
2046																1,431,750		1,066,625	2,498,375
2047																1,430,000		1,063,625	2,493,625
2048																1,427,500		1,065,125	2,492,625
2049																1,429,250		1,066,000	2,495,250
2050																1,235,125		1,066,250	2,301,375
2051																		1,060,875	1,060,875
<b>Grand Total</b>	<b>139,235</b>	<b>248,026</b>	<b>74,987</b>	<b>428,871</b>	<b>521,558</b>	<b>417,914</b>	<b>508,634</b>	<b>25,253,750</b>	<b>645,567</b>	<b>6,454,875</b>	<b>1,802,550</b>	<b>784,519</b>	<b>2,087,204</b>	<b>9,606,928</b>	<b>825,000</b>	<b>40,372,357</b>	<b>14,928,750</b>	<b>48,287,323</b>	<b>153,388,048</b>

**Village of Wilmette**  
*Debt Service Summary - General Fund*



Fund	General Fund
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	2017A Series	2020B Refunding	2021 Series	Grand Total
2022	134,725	3,207,750	274,803	3,617,278
2023	134,725	3,302,750	278,719	3,716,194
2024	134,725	3,251,500	275,469	3,661,694
2025	504,725	2,865,750	276,969	3,647,444
2026	502,325	1,197,000	277,969	1,977,294
2027	504,825		273,469	778,294
2028	502,125		278,719	780,844
2029	503,350		203,219	706,569
2030	504,350		200,969	705,319
2031	507,050		203,469	710,519
2032	504,300		202,069	706,369
2033	506,250		203,769	710,019
2034	502,750		200,369	703,119
2035	503,950		201,969	705,919
2036	504,700		203,469	708,169
2037			199,869	199,869
2038			201,269	201,269
2039			202,569	202,569
2040			203,531	203,531
2041			199,388	199,388
<b>Grand Total</b>	<b>6,454,875</b>	<b>13,824,750</b>	<b>4,562,040</b>	<b>24,841,665</b>

**Village of Wilmette**  
Annual Debt Service Detail - General Fund



Fund	General Fund
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	Interest	Principal	Grand Total
<b>2017A Series</b>			
2022	134,725	-	134,725
2023	134,725	-	134,725
2024	134,725	-	134,725
2025	134,725	370,000	504,725
2026	127,325	375,000	502,325
2027	119,825	385,000	504,825
2028	112,125	390,000	502,125
2029	103,350	400,000	503,350
2030	94,350	410,000	504,350
2031	82,050	425,000	507,050
2032	69,300	435,000	504,300
2033	56,250	450,000	506,250
2034	42,750	460,000	502,750
2035	28,950	475,000	503,950
2036	14,700	490,000	504,700
<b>2017A Series Total</b>	<b>1,389,875</b>	<b>5,065,000</b>	<b>6,454,875</b>
<b>2020B Refunding</b>			
2022	607,750	2,600,000	3,207,750
2023	477,750	2,825,000	3,302,750
2024	336,500	2,915,000	3,251,500
2025	190,750	2,675,000	2,865,750
2026	57,000	1,140,000	1,197,000
<b>2020B Refunding Total</b>	<b>1,669,750</b>	<b>12,155,000</b>	<b>13,824,750</b>
<b>2021 Series</b>			
2022	134,803	140,000	274,803
2023	113,719	165,000	278,719
2024	105,469	170,000	275,469
2025	96,969	180,000	276,969
2026	87,969	190,000	277,969
2027	78,469	195,000	273,469
2028	68,719	210,000	278,719
2029	58,219	145,000	203,219
2030	50,969	150,000	200,969
2031	43,469	160,000	203,469
2032	37,069	165,000	202,069
2033	33,769	170,000	203,769
2034	30,369	170,000	200,369
2035	26,969	175,000	201,969
2036	23,469	180,000	203,469
2037	19,869	180,000	199,869

**Village of Wilmette**  
*Annual Debt Service Detail - General Fund*



Fund	General Fund
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	Interest	Principal	Grand Total
2038	16,269	185,000	201,269
2039	12,569	190,000	202,569
2040	8,531	195,000	203,531
2041	4,388	195,000	199,388
<b>2021 Series Total</b>	<b>1,052,040</b>	<b>3,510,000</b>	<b>4,562,040</b>
<b>Grand Total</b>	<b>4,111,665</b>	<b>20,730,000</b>	<b>24,841,665</b>

Village of Wilmette  
Debt Service Summary - Sewer Fund



Fund	Sewer
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	2006 IEPA Loan	2007 IEPA Loan	2009 IEPA Loan	2010 IEPA Loan	2011 IEPA Loan	2012 IEPA Loan	2013 IEPA Loan	2014 Series	2015 IEPA Loan	2018 IEPA Loan	2019 IEPA Loan	2020 IEPA Loan	2021 Series	Grand Total
2022	27,847	41,495	8,822	42,887	47,414	35,269	39,126	576,625	43,038	47,547	112,822	50,000	1,580,772	2,653,663
2023	27,847	41,495	8,822	42,887	47,414	35,269	39,126	776,625	43,038	47,547	112,822	50,000	1,009,900	2,282,792
2024	27,847	41,495	8,822	42,887	47,414	35,269	39,126	670,625	43,038	47,547	112,822	50,000	704,400	1,871,292
2025	27,847	41,495	8,822	42,887	47,414	35,269	39,126	667,625	43,038	47,547	112,822	50,000	697,400	1,861,292
2026	27,847	41,495	8,822	42,887	47,414	35,269	39,126	664,625	43,038	47,547	112,822	50,000	674,650	1,835,542
2027		40,550	8,822	42,887	47,414	35,269	39,126	661,625	43,038	47,547	112,822	50,000	666,900	1,795,999
2028			8,822	42,887	47,414	35,269	39,126	658,625	43,038	47,547	112,822	50,000	648,400	1,733,949
2029			8,822	42,887	47,414	35,269	39,126	1,055,625	43,038	47,547	112,822	50,000	619,650	2,102,199
2030			4,411	42,887	47,414	35,269	39,126	1,090,625	43,038	47,547	112,822	50,000	601,150	2,114,288
2031				42,887	47,414	35,269	39,126	1,123,438	43,038	47,547	112,822	50,000	582,400	2,123,940
2032					47,414	35,269	39,126	1,103,938	43,038	47,547	112,822	50,000	558,200	2,037,353
2033						29,957	39,126	1,183,688	43,038	47,547	112,822	50,000	538,700	2,044,877
2034							39,126	1,209,188	43,038	47,547	112,822	50,000	519,400	2,021,119
2035								732,938	43,038	47,547	112,822	50,000	1,000,300	1,986,644
2036								772,063	43,038	47,547	112,822	50,000	956,400	1,981,869
2037								809,375		47,547	112,822	50,000	918,000	1,937,743
2038								1,894,375		23,773	112,822	25,000		2,055,970
2039								1,888,125			112,822			2,000,947
2040								1,930,000				56,411		1,986,411
2041								1,914,000						1,914,000
2042								1,946,000						1,946,000
2043								1,924,000						1,924,000
<b>Grand Total</b>	<b>139,235</b>	<b>248,026</b>	<b>74,987</b>	<b>428,871</b>	<b>521,558</b>	<b>417,914</b>	<b>508,634</b>	<b>25,253,750</b>	<b>645,567</b>	<b>784,519</b>	<b>2,087,204</b>	<b>825,000</b>	<b>12,276,622</b>	<b>44,211,888</b>

**Village of Wilmette**  
*Annual Debt Service Detail - Sewer Fund*



Fund	Sewer
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	Interest	Principal	Grand Total
2006 IEPA Loan			
2022	3,099	24,748	27,847
2023	2,477	25,370	27,847
2024	1,839	26,008	27,847
2025	1,184	26,663	27,847
2026	514	27,333	27,847
<b>2006 IEPA Loan Total</b>	<b>9,113</b>	<b>130,122</b>	<b>139,235</b>
2007 IEPA Loan			
2022	5,503	35,992	41,495
2023	4,597	36,898	41,495
2024	3,669	37,826	41,495
2025	2,718	38,778	41,495
2026	1,742	39,753	41,495
2027	742	39,808	40,550
<b>2007 IEPA Loan Total</b>	<b>18,971</b>	<b>229,055</b>	<b>248,026</b>
2009 IEPA Loan			
2022		8,822	8,822
2023		8,822	8,822
2024		8,822	8,822
2025		8,822	8,822
2026		8,822	8,822
2027		8,822	8,822
2028		8,822	8,822
2029		8,822	8,822
2030		4,411	4,411
<b>2009 IEPA Loan Total</b>		<b>74,987</b>	<b>74,987</b>
2010 IEPA Loan			
2022	4,906	37,981	42,887
2023	4,430	38,457	42,887
2024	3,948	38,939	42,887
2025	3,460	39,428	42,887
2026	2,965	39,922	42,887
2027	2,465	40,423	42,887
2028	1,958	40,929	42,887
2029	1,445	41,443	42,887
2030	925	41,962	42,887
2031	399	42,489	42,887
<b>2010 IEPA Loan Total</b>	<b>26,900</b>	<b>401,972</b>	<b>428,871</b>
2011 IEPA Loan			
2022	10,314	37,101	47,414
2023	9,457	37,957	47,414



**Village of Wilmette**  
*Annual Debt Service Detail - Sewer Fund*



Fund	Sewer
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	Interest	Principal	Grand Total
2024	8,581	38,833	47,414
2025	7,685	39,729	47,414
2026	6,768	40,646	47,414
2027	5,830	41,585	47,414
2028	4,870	42,544	47,414
2029	3,888	43,526	47,414
2030	2,883	44,531	47,414
2031	1,855	45,559	47,414
2032	804	46,611	47,414
<b>2011 IEPA Loan Total</b>	<b>62,935</b>	<b>458,623</b>	<b>521,558</b>

2012 IEPA Loan

2022	7,043	28,225	35,269
2023	6,496	28,773	35,269
2024	5,938	29,331	35,269
2025	5,369	29,900	35,269
2026	4,789	30,480	35,269
2027	4,198	31,071	35,269
2028	3,596	31,673	35,269
2029	2,981	32,287	35,269
2030	2,355	32,914	35,269
2031	1,717	33,552	35,269
2032	1,066	34,203	35,269
2033	403	29,554	29,957

<b>2012 IEPA Loan Total</b>	<b>45,952</b>	<b>371,961</b>	<b>417,914</b>
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2013 IEPA Loan

2022	8,749	30,377	39,126
2023	8,140	30,986	39,126
2024	7,518	31,607	39,126
2025	6,885	32,241	39,126
2026	6,238	32,888	39,126
2027	5,579	33,547	39,126
2028	4,906	34,220	39,126
2029	4,220	34,906	39,126
2030	3,520	35,605	39,126
2031	2,806	36,319	39,126
2032	2,078	37,048	39,126
2033	1,335	37,790	39,126
2034	578	38,548	39,126

<b>2013 IEPA Loan Total</b>	<b>62,552</b>	<b>446,082</b>	<b>508,634</b>
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2014 Series

2022	576,625	-	576,625
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**Village of Wilmette**  
Annual Debt Service Detail - Sewer Fund



Fund	Sewer
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	Interest	Principal	Grand Total
2023	576,625	200,000	776,625
2024	570,625	100,000	670,625
2025	567,625	100,000	667,625
2026	564,625	100,000	664,625
2027	561,625	100,000	661,625
2028	558,625	100,000	658,625
2029	555,625	500,000	1,055,625
2030	540,625	550,000	1,090,625
2031	523,438	600,000	1,123,438
2032	503,938	600,000	1,103,938
2033	483,688	700,000	1,183,688
2034	459,188	750,000	1,209,188
2035	432,938	300,000	732,938
2036	422,063	350,000	772,063
2037	409,375	400,000	809,375
2038	394,375	1,500,000	1,894,375
2039	338,125	1,550,000	1,888,125
2040	280,000	1,650,000	1,930,000
2041	214,000	1,700,000	1,914,000
2042	146,000	1,800,000	1,946,000
2043	74,000	1,850,000	1,924,000
<b>2014 Series Total</b>	<b>9,753,750</b>	<b>15,500,000</b>	<b>25,253,750</b>

2015 IEPA Loan

2022	10,284	32,753	43,038
2023	9,672	33,365	43,038
2024	9,049	33,989	43,038
2025	8,414	34,624	43,038
2026	7,767	35,271	43,038
2027	7,108	35,930	43,038
2028	6,436	36,602	43,038
2029	5,752	37,286	43,038
2030	5,056	37,982	43,038
2031	4,346	38,692	43,038
2032	3,623	39,415	43,038
2033	2,886	40,152	43,038
2034	2,136	40,902	43,038
2035	1,372	41,666	43,038
2036	593	42,445	43,038
<b>2015 IEPA Loan Total</b>	<b>84,493</b>	<b>561,074</b>	<b>645,567</b>

2018 IEPA Loan

2022	11,782	35,765	47,547
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**Village of Wilmette**  
*Annual Debt Service Detail - Sewer Fund*



Fund	Sewer
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	Interest	Principal	Grand Total
2023	11,149	36,397	47,547
2024	10,506	37,041	47,547
2025	9,851	37,695	47,547
2026	9,185	38,362	47,547
2027	8,507	39,040	47,547
2028	7,817	39,730	47,547
2029	7,114	40,432	47,547
2030	6,399	41,147	47,547
2031	5,672	41,875	47,547
2032	4,932	42,615	47,547
2033	4,179	43,368	47,547
2034	3,412	44,135	47,547
2035	2,632	44,915	47,547
2036	1,838	45,709	47,547
2037	1,030	46,517	47,547
2038	207	23,566	23,773
<b>2018 IEPA Loan Total</b>	<b>106,210</b>	<b>678,309</b>	<b>784,519</b>

2019 IEPA Loan

2022	32,056	80,766	112,822
2023	30,563	82,259	112,822
2024	29,042	83,779	112,822
2025	27,494	85,328	112,822
2026	25,917	86,905	112,822
2027	24,310	88,512	112,822
2028	22,674	90,148	112,822
2029	21,008	91,814	112,822
2030	19,311	93,511	112,822
2031	17,582	95,240	112,822
2032	15,822	97,000	112,822
2033	14,028	98,793	112,822
2034	12,202	100,620	112,822
2035	10,342	102,479	112,822
2036	8,448	104,374	112,822
2037	6,519	106,303	112,822
2038	4,554	108,268	112,822
2039	2,553	110,269	112,822
2040	514	55,897	56,411
<b>2019 IEPA Loan Total</b>	<b>324,938</b>	<b>1,762,266</b>	<b>2,087,204</b>

2020 IEPA Loan

2022	25,000	25,000	50,000
2023	25,000	25,000	50,000

**Village of Wilmette**  
*Annual Debt Service Detail - Sewer Fund*



Fund	Sewer
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	Interest	Principal	Grand Total
2024	25,000	25,000	50,000
2025	25,000	25,000	50,000
2026	25,000	25,000	50,000
2027	25,000	25,000	50,000
2028	25,000	25,000	50,000
2029	25,000	25,000	50,000
2030	25,000	25,000	50,000
2031	25,000	25,000	50,000
2032	25,000	25,000	50,000
2033	25,000	25,000	50,000
2034	25,000	25,000	50,000
2035	25,000	25,000	50,000
2036	25,000	25,000	50,000
2037	25,000	25,000	50,000
2038	12,500	12,500	25,000
<b>2020 IEPA Loan Total</b>	<b>412,500</b>	<b>412,500</b>	<b>825,000</b>
2021 Series			
2022	400,772	1,180,000	1,580,772
2023	299,900	710,000	1,009,900
2024	264,400	440,000	704,400
2025	242,400	455,000	697,400
2026	219,650	455,000	674,650
2027	196,900	470,000	666,900
2028	173,400	475,000	648,400
2029	149,650	470,000	619,650
2030	126,150	475,000	601,150
2031	102,400	480,000	582,400
2032	83,200	475,000	558,200
2033	73,700	465,000	538,700
2034	64,400	455,000	519,400
2035	55,300	945,000	1,000,300
2036	36,400	920,000	956,400
2037	18,000	900,000	918,000
<b>2021 Series Total</b>	<b>2,506,622</b>	<b>9,770,000</b>	<b>12,276,622</b>
<b>Grand Total</b>	<b>13,414,936</b>	<b>30,796,952</b>	<b>44,211,888</b>

**Village of Wilmette**  
Debt Service Summary - Water Fund



Fund	Water
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	2017B Refunding	2019 IEPA Loan - WF	2020A Series	2020B Refunding	2021 Series	Grand Total
2022	916,750	505,582	108,669	48,000	1,106,542	2,685,542
2023	885,800	505,630	198,669	48,000	556,500	2,194,599
2024		505,630	194,169	1,008,000		1,707,799
2025		505,630	194,669			700,299
2026		505,630	194,919			700,549
2027		505,630	194,919			700,549
2028		505,630	194,669			700,299
2029		505,630	194,169			699,799
2030		505,630	194,569			700,199
2031		505,630	194,769			700,399
2032		505,630	196,019			701,649
2033		505,630	197,119			702,749
2034		505,630	194,419			700,049
2035		505,630	196,719			702,349
2036		505,630	198,919			704,549
2037		505,630	196,019			701,649
2038		505,630	197,938			703,568
2039		505,630	194,750			700,380
2040		505,630	196,375			702,005
2041			197,888			197,888
2042			194,288			194,288
2043			195,488			195,488
2044			196,569			196,569
2045			197,531			197,531
2046			198,375			198,375
2047			193,875			193,875
2048			194,375			194,375
2049			194,750			194,750
<b>Grand Total</b>	<b>1,802,550</b>	<b>9,606,928</b>	<b>5,395,600</b>	<b>1,104,000</b>	<b>1,663,042</b>	<b>19,572,119</b>

**Village of Wilmette**  
*Annual Debt Service Detail - Water Fund*



Fund	Water
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	Interest	Principal	Grand Total
2017B Refunding			
2022	51,750	865,000	916,750
2023	25,800	860,000	885,800
<b>2017B Refunding Total</b>	<b>77,550</b>	<b>1,725,000</b>	<b>1,802,550</b>
2019 IEPA Loan - WF			
2022	152,542	353,040	505,582
2023	146,792	358,839	505,630
2024	140,890	364,740	505,630
2025	134,884	370,746	505,630
2026	128,773	376,858	505,630
2027	122,553	383,078	505,630
2028	116,223	389,408	505,630
2029	109,781	395,849	505,630
2030	103,225	402,405	505,630
2031	96,554	409,077	505,630
2032	89,764	415,866	505,630
2033	82,855	422,776	505,630
2034	75,823	429,807	505,630
2035	68,667	436,963	505,630
2036	61,385	444,246	505,630
2037	53,973	451,657	505,630
2038	46,431	459,199	505,630
2039	38,756	466,875	505,630
2040	30,945	474,686	505,630
<b>2019 IEPA Loan - WF Total</b>	<b>1,800,815</b>	<b>7,806,113</b>	<b>9,606,928</b>
2020A Series			
2022	108,669		108,669
2023	108,669	90,000	198,669
2024	104,169	90,000	194,169
2025	99,669	95,000	194,669
2026	94,919	100,000	194,919
2027	89,919	105,000	194,919
2028	84,669	110,000	194,669
2029	79,169	115,000	194,169
2030	74,569	120,000	194,569
2031	69,769	125,000	194,769
2032	66,019	130,000	196,019
2033	62,119	135,000	197,119
2034	59,419	135,000	194,419
2035	56,719	140,000	196,719
2036	53,919	145,000	198,919

**Village of Wilmette**  
*Annual Debt Service Detail - Water Fund*



Fund	Water
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	Interest	Principal	Grand Total
2037	51,019	145,000	196,019
2038	47,938	150,000	197,938
2039	44,750	150,000	194,750
2040	41,375	155,000	196,375
2041	37,888	160,000	197,888
2042	34,288	160,000	194,288
2043	30,488	165,000	195,488
2044	26,569	170,000	196,569
2045	22,531	175,000	197,531
2046	18,375	180,000	198,375
2047	13,875	180,000	193,875
2048	9,375	185,000	194,375
2049	4,750	190,000	194,750
<b>2020A Series Total</b>	<b>1,595,600</b>	<b>3,800,000</b>	<b>5,395,600</b>
2020B Refunding			
2022	48,000		48,000
2023	48,000		48,000
2024	48,000	960,000	1,008,000
<b>2020B Refunding Total</b>	<b>144,000</b>	<b>960,000</b>	<b>1,104,000</b>
2021 Series			
2022	86,542	1,020,000	1,106,542
2023	26,500	530,000	556,500
<b>2021 Series Total</b>	<b>113,042</b>	<b>1,550,000</b>	<b>1,663,042</b>
<b>Grand Total</b>	<b>3,731,007</b>	<b>15,841,113</b>	<b>19,572,119</b>

**Village of Wilmette**  
*Debt Service Summary - Stormwater*



<b>Fund</b>	<b>Stormwater</b>
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	<b>2020A Series</b>	<b>2021 Series</b>	<b>Grand Total</b>
2022	1,077,481	607,432	1,684,913
2023	767,981	543,969	1,311,950
2024	1,032,981	543,969	1,576,950
2025	1,234,481	543,969	1,778,450
2026	1,234,981	923,969	2,158,950
2027	1,233,981	1,064,969	2,298,950
2028	1,236,481	1,062,969	2,299,450
2029	1,237,231	1,064,719	2,301,950
2030	1,233,431	1,064,969	2,298,400
2031	1,233,631	1,063,719	2,297,350
2032	1,235,381	1,062,519	2,297,900
2033	1,236,381	1,063,919	2,300,300
2034	1,234,881	1,065,019	2,299,900
2035	1,233,081	1,065,819	2,298,900
2036	1,235,981	1,066,319	2,302,300
2037	1,233,481	1,066,519	2,300,000
2038	1,234,569	1,066,419	2,300,988
2039	1,235,231	1,066,019	2,301,250
2040	1,234,306	1,064,338	2,298,644
2041	1,232,931	1,062,338	2,295,269
2042	1,236,106	1,064,000	2,300,106
2043	1,232,475	1,065,213	2,297,688
2044	1,233,369	1,064,906	2,298,275
2045	1,233,669	1,069,125	2,302,794
2046	1,233,375	1,066,625	2,300,000
2047	1,236,125	1,063,625	2,299,750
2048	1,233,125	1,065,125	2,298,250
2049	1,234,500	1,066,000	2,300,500
2050	1,235,125	1,066,250	2,301,375
2051		1,060,875	1,060,875
<b>Grand Total</b>	<b>34,976,756</b>	<b>29,785,619</b>	<b>64,762,376</b>



**Village of Wilmette**  
Annual Debt Service Detail - Stormwater



Fund	Stormwater
------	------------

	Interest	Principal	Grand Total
<b>2020A Series</b>			
2022	687,481	390,000	1,077,481
2023	667,981	100,000	767,981
2024	662,981	370,000	1,032,981
2025	644,481	590,000	1,234,481
2026	614,981	620,000	1,234,981
2027	583,981	650,000	1,233,981
2028	551,481	685,000	1,236,481
2029	517,231	720,000	1,237,231
2030	488,431	745,000	1,233,431
2031	458,631	775,000	1,233,631
2032	435,381	800,000	1,235,381
2033	411,381	825,000	1,236,381
2034	394,881	840,000	1,234,881
2035	378,081	855,000	1,233,081
2036	360,981	875,000	1,235,981
2037	343,481	890,000	1,233,481
2038	324,569	910,000	1,234,569
2039	305,231	930,000	1,235,231
2040	284,306	950,000	1,234,306
2041	262,931	970,000	1,232,931
2042	241,106	995,000	1,236,106
2043	217,475	1,015,000	1,232,475
2044	193,369	1,040,000	1,233,369
2045	168,669	1,065,000	1,233,669
2046	143,375	1,090,000	1,233,375
2047	116,125	1,120,000	1,236,125
2048	88,125	1,145,000	1,233,125
2049	59,500	1,175,000	1,234,500
2050	30,125	1,205,000	1,235,125
<b>2020A Series Total</b>	<b>10,636,756</b>	<b>24,340,000</b>	<b>34,976,756</b>

<b>2021 Series</b>			
2022	607,432		607,432
2023	543,969		543,969
2024	543,969		543,969
2025	543,969		543,969
2026	543,969	380,000	923,969
2027	524,969	540,000	1,064,969
2028	497,969	565,000	1,062,969
2029	469,719	595,000	1,064,719
2030	439,969	625,000	1,064,969

**Village of Wilmette**  
*Annual Debt Service Detail - Stormwater*



Fund	Stormwater
------	------------

	Interest	Principal	Grand Total
2031	408,719	655,000	1,063,719
2032	382,519	680,000	1,062,519
2033	368,919	695,000	1,063,919
2034	355,019	710,000	1,065,019
2035	340,819	725,000	1,065,819
2036	326,319	740,000	1,066,319
2037	311,519	755,000	1,066,519
2038	296,419	770,000	1,066,419
2039	281,019	785,000	1,066,019
2040	264,338	800,000	1,064,338
2041	247,338	815,000	1,062,338
2042	229,000	835,000	1,064,000
2043	210,213	855,000	1,065,213
2044	189,906	875,000	1,064,906
2045	169,125	900,000	1,069,125
2046	146,625	920,000	1,066,625
2047	123,625	940,000	1,063,625
2048	100,125	965,000	1,065,125
2049	76,000	990,000	1,066,000
2050	51,250	1,015,000	1,066,250
2051	25,875	1,035,000	1,060,875
<b>2021 Series Total</b>	<b>9,620,619</b>	<b>20,165,000</b>	<b>29,785,619</b>
<b>Grand Total</b>	<b>20,257,376</b>	<b>44,505,000</b>	<b>64,762,376</b>



## FUND SUMMARY

This program provides for the principal, interest and fees associated with the annual debt service for bond issuances that financed General Fund capital projects.

The Village has three General Obligation (G.O.) Bond Issues outstanding which are funded through property taxes for the annual debt service.

- G.O. Series 2017A Issuance. The issuance financed various building improvements.
- G.O. Series 2020B Issuance. This refunding included funds for the remaining amount of outstanding Series 2010 bonds that were utilized for standpipe reconditioning, SCADA software upgrades and water plant improvements.
- G.O. Series 2021 Issuance. A portion of this issuance, \$3.3 million, financed the Central Avenue Road Reconstruction Project. A portion of this issuance, \$1 million, refunded the outstanding Series 2013 bonds related to alley improvement work.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Property Tax	3,672,529	3,655,965	3,663,500	3,649,693	3,587,500	(76,000)
Interfund Transfer	-	-	20,000	20,000	20,000	-
<b>TOTAL REVENUES</b>	<b>3,672,529</b>	<b>3,655,965</b>	<b>3,683,500</b>	<b>3,669,693</b>	<b>3,607,500</b>	<b>(76,000)</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Debt Service	3,677,375	3,710,509	3,695,000	3,695,300	3,622,000	(73,000)
<b>TOTAL EXPENSES</b>	<b>3,677,375</b>	<b>3,710,509</b>	<b>3,695,000</b>	<b>3,695,300</b>	<b>3,622,000</b>	<b>(73,000)</b>

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	GENERAL DEBT SERVICE FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PROPERTY TAX								
300010	PROP. TAXES - CURRENT YR LEVY	3,699,311	3,685,645	3,674,100	3,660,293	3,598,200	(75,900)	-2.07%
300020	PROP. TAXES - PRIOR YR LEVY	20,417	14,604	37,400	37,400	37,300	(100)	-0.27%
300030	PROP. TAXES-LEVIES WRITTEN OFF	(47,199)	(44,284)	(48,000)	(48,000)	(48,000)	-	0.00%
<b>PROPERTY TAX Total</b>		<b>3,672,529</b>	<b>3,655,965</b>	<b>3,663,500</b>	<b>3,649,693</b>	<b>3,587,500</b>	<b>(76,000)</b>	<b>-2.07%</b>
INTERFUND TRANSFER								
374100	GENERAL FUND TRANSFER	-	-	20,000	20,000	20,000	-	0.00%
<b>INTERFUND TRANSFER Total</b>		<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>3,672,529</b>	<b>3,655,965</b>	<b>3,683,500</b>	<b>3,669,693</b>	<b>3,607,500</b>	<b>(76,000)</b>	<b>-2.06%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	GENERAL DEBT SERVICE FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PROPERTY TAX</b>					
300010	PROP. TAXES - CURRENT YR LEVY				
	PROPERTY TAX LEVY - CURRENT	3,674,100	3,598,200	(75,900)	-2.1%
	<b>Subtotal</b>	<b>3,674,100</b>	<b>3,598,200</b>	<b>(75,900)</b>	<b>-2.1%</b>
300020	PROP. TAXES - PRIOR YR LEVY				
	PROPERTY TAX LEVY - PRIOR YEAR	37,400	37,300	(100)	-0.3%
	<b>Subtotal</b>	<b>37,400</b>	<b>37,300</b>	<b>(100)</b>	<b>-0.3%</b>
300030	PROP. TAXES-LEVIES WRITTEN OFF				
	PROPERTY TAX LEVY - WRITE OFF	(48,000)	(48,000)	-	0.0%
	<b>Subtotal</b>	<b>(48,000)</b>	<b>(48,000)</b>	<b>-</b>	<b>0.0%</b>
<b>PROPERTY TAX Total</b>		<b>3,663,500</b>	<b>3,587,500</b>	<b>(76,000)</b>	<b>-2.1%</b>
<b>INTERFUND TRANSFER</b>					
374100	GENERAL FUND TRANSFER				
	GENERAL FUND TRANSFER	20,000	20,000	-	0.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
<b>INTERFUND TRANSFER Total</b>		<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>3,683,500</b>	<b>3,607,500</b>	<b>(76,000)</b>	<b>-2.1%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Account Type	EXPENSE
Fund	GENERAL DEBT SERVICE FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
DEBT SERVICE EXPENSE								
450010	BOND REGISTRAR FEES	1,500	1,500	2,000	2,300	2,000	-	0.00%
450030	G.O. BOND RETIREMENT	2,780,000	2,885,000	2,800,000	2,800,000	2,740,000	(60,000)	-2.14%
450060	INTEREST EXPENSE	895,875	824,009	893,000	893,000	880,000	(13,000)	-1.46%
<b>DEBT SERVICE EXPENSE Total</b>		<b>3,677,375</b>	<b>3,710,509</b>	<b>3,695,000</b>	<b>3,695,300</b>	<b>3,622,000</b>	<b>(73,000)</b>	<b>-1.98%</b>
<b>Grand Total</b>		<b>3,677,375</b>	<b>3,710,509</b>	<b>3,695,000</b>	<b>3,695,300</b>	<b>3,622,000</b>	<b>(73,000)</b>	<b>-1.98%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	GENERAL DEBT SERVICE FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>DEBT SERVICE EXPENSE</b>					
450010	<b>BOND REGISTRAR FEES</b>				
	BOND REGISTRAR / PAYING AGENT FEES	2,000	2,000	-	0.0%
	<b>Subtotal</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
450030	<b>G.O. BOND RETIREMENT</b>				
	G.O. BOND RETIREMENT	2,800,000	2,740,000	(60,000)	-2.1%
	<b>Subtotal</b>	<b>2,800,000</b>	<b>2,740,000</b>	<b>(60,000)</b>	<b>-2.1%</b>
450060	<b>INTEREST EXPENSE</b>				
	INTEREST EXPENSE FOR PRIOR BOND ISSUANCE	893,000	880,000	(13,000)	-1.5%
	<b>Subtotal</b>	<b>893,000</b>	<b>880,000</b>	<b>(13,000)</b>	<b>-1.5%</b>
<b>DEBT SERVICE EXPENSE Total</b>		<b>3,695,000</b>	<b>3,622,000</b>	<b>(73,000)</b>	<b>-2.0%</b>
<b>Grand Total</b>		<b>3,695,000</b>	<b>3,622,000</b>	<b>(73,000)</b>	<b>-2.0%</b>



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. Projecting capital outlay is critical to the budget process since these expenditures can be irregular and large.

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 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 2022-2031 is contained in this section. Also included are descriptions for those capital items included in the 2022 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 Program Overview

The Village of Wilmette capital program represents the Village’s commitment to future financial planning and investment in critical Village infrastructure. The capital program is a component of the Village’s Annual Budget and together these two plans provide a comprehensive financial plan. The annual budget provides the short-term plan for maintaining core Village services and the capital program provides the long-term outlook. The capital program summarizes all of the major capital outlay anticipated over the next ten years. There are more detailed descriptions for projects in the five-year timeframe that include project descriptions, funding sources, project alternatives, and project updates.

Capital projects cover the full spectrum of investing in the Village’s infrastructure and include facility updates, construction or reconstruction of Village streets, infrastructure for our water, sewer, and stormwater utilities, major equipment and vehicle purchases, and technology updates. Projects are funded by a variety of sources including current revenues, the capital equipment replacement fund (CERF), revenues dedicated for infrastructure investment, grant opportunities, and bond issuances.

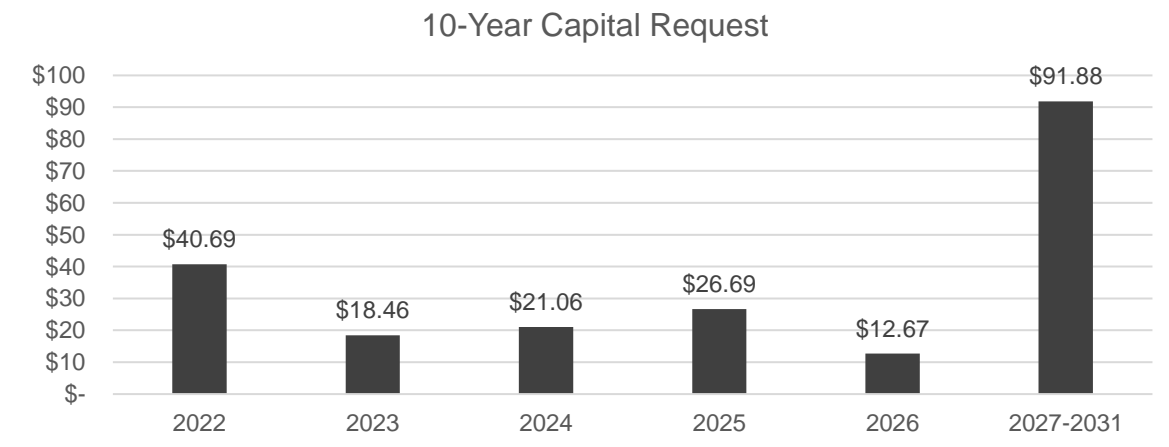
During preparation and review of the capital program, staff sets priorities and identifies which projects can be accomplished in a given year within the limits of the Village’s financial outlook. The Village also incorporates resource allocation, prioritization, consideration of external factors, and cost evaluation to arrive at the final capital program.

The capital program has been organized by project category and within each category projects that have funding requests for 2022 are first in that section to provide a focused view of the upcoming years request.

## Capital Program Highlights

### 10-Year Overview

The ten-year capital program totals \$211.45 million and ensures needed capital projects and infrastructure are in place in a timely manner to accommodate the infrastructure needs of the community. Below is the distribution by year of the ten-year program. Each year, the capital request becomes more refined. Expenses in 2022 are based on engineering estimates or recent bid prices and accurately reflect the expected cost for the upcoming year. Conversely, expenses projected in 2027-2031 are based on historical expenses and foreseeable needs of the community but are ultimately forecasts. For this reason, staff presents the Village Board with a ten-year overview of projects but focuses discussion on projects that are necessary to support the upcoming year. Attachment #1 is a detailed breakdown of each capital project request over the next ten years.





## 2022 Overview

The 2022 capital program is valued at \$40.69 million, which is a 30.5% increase from the 2021 approved capital program. For further context regarding the increase, it should be noted that the 2022 program includes various new and ongoing projects and programs that require significant spending, such as the SWPS Electrical Improvements (\$1.3 million), the Water Main Replacement program (\$0.9 million), Lead Service Line Replacement (\$0.46 million) and additional costs associated to the Neighborhood Storage Project (Increase of \$9.00 million).

This year's capital request is less than what was forecasted in the 2021 capital program. In 2021, the capital program was forecasted at \$41.82 million for 2022. This is a reduction in the request of \$1.13 million. This reduction is part of the annual efforts to refine cost projections and capital needs for the upcoming year.

To provide a more focused view on the capital investment request for the upcoming fiscal year, below is a breakdown of the capital request that compares the 2021 approved capital program, the 2022 forecasted program, and the 2022 proposed capital program. Attachment #2 includes a listing of the 2022 capital projects.

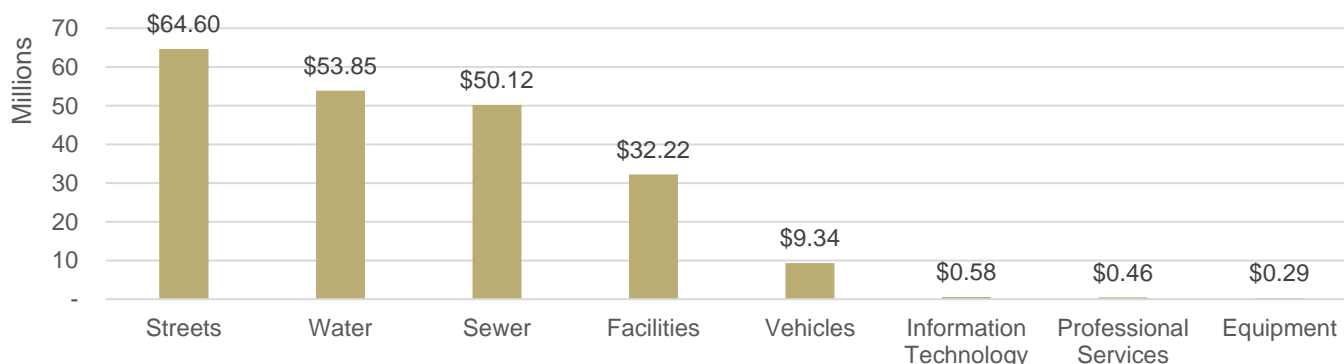
	2021 Approved	2022 Forecast	2022 Proposed
Equipment	0.25	-	0.04
Facilities	0.19	1.39	0.75
Information Technology	0.12	0.06	0.05
Professional Services	0.18	0.02	-
Sewer	21.77	29.85	31.40
Streets	7.07	4.97	5.07
Vehicle Replacement	0.94	1.82	0.89
Water	0.66	3.70	2.50
<b>TOTALS</b>	<b>\$31.18</b>	<b>\$41.82</b>	<b>\$40.69</b>

## Project Categories

### 10-Year Overview

Each project within the ten-year capital program is assigned to one of eight capital categories. These categories define the type of projects being requested for capital investment. As the chart shows, investment in the Village's streets, water, and sewer utility systems make up the majority of the Village's next ten years of capital spending at 80%. Attachment #3 shows a summary of the 10-year program by project category.

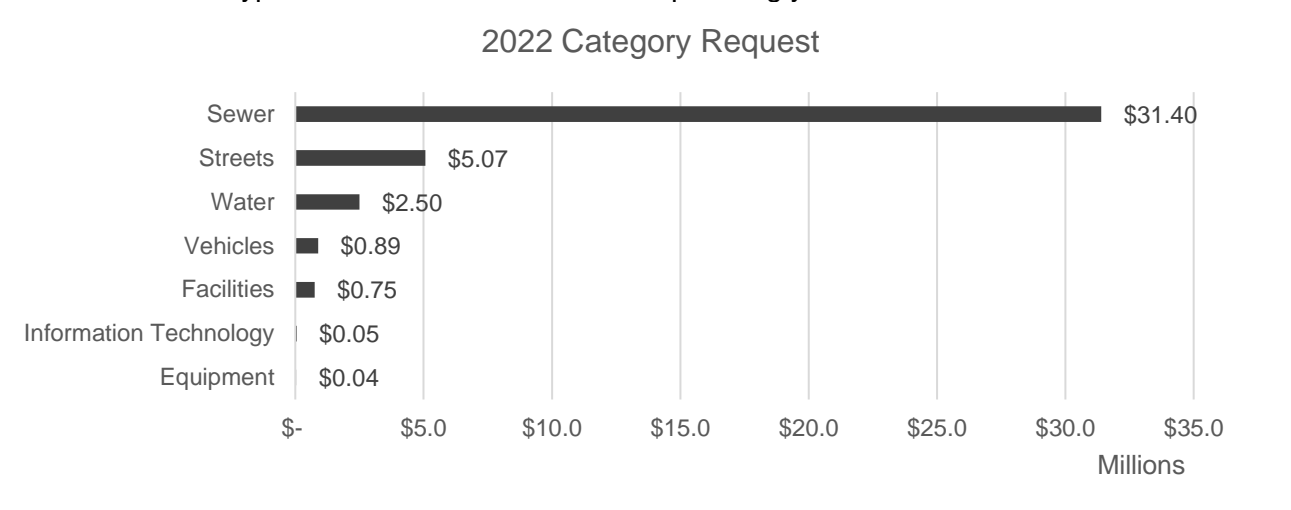
10-Year Category Spending





## 2022 Overview

To provide a more detailed view of the \$40.69 million request for the 2022 capital program, the below chart breaks down the asset types that will be invested in the upcoming year.



As the chart shows, the largest investment will be made in sewer, street, and water assets as the Village continues the Neighborhood Storage Project, continues necessary water utility upgrades, and continues to invest in streets, alleys, and other critical roadway assets. Of the total 2022 program, 96% is associated with water, streets, and sewer projects.

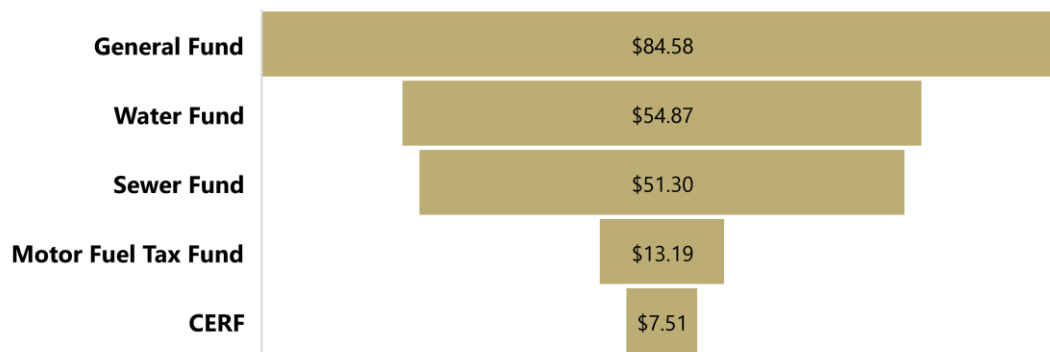
When taking a more detailed look at the 2022 request, there are four projects that make up the majority of 2022 capital program spending, or about 79% of the capital request for 2022. These capital investments align with the Village's infrastructure goals.

1. Neighborhood Storage Project - \$28.40 million (69.8%)
2. Road Program - \$2.44 million (6.0%)
3. SWPS Electrical Improvements - \$1.3 million (3.2%)
4. Water Main Replacement Program - \$0.9 million (2.2%)

## Funding Source Categories

### 10-Year Overview

Capital project financing leverages a variety of funding sources that range from operating funds to grant funds and debt financing. Additionally, there are five funds; the General Fund, Capital Equipment Replacement Fund (CERF), Sewer Fund, Water Fund and Motor Fuel Tax Fund that provide funding for capital projects. Staff works diligently to identify appropriate funding sources for all projects. The chart below shows the fund breakout for capital over the next 10-years. Attachment #4 provides a detailed breakdown of funding over the next ten years.



# 2022-2031 Capital Program

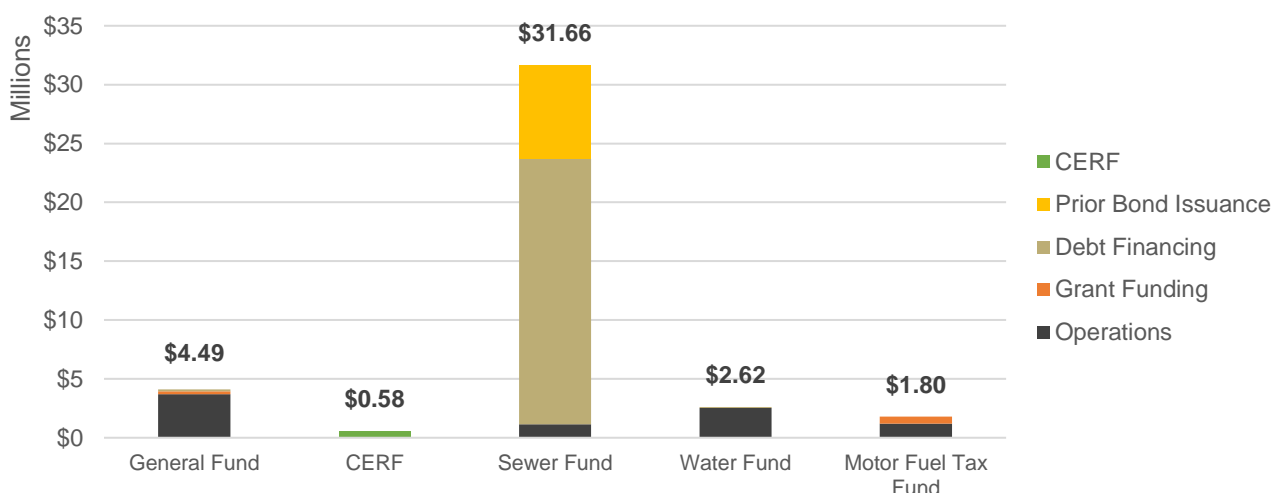


## 2022 Overview

The 2022 capital program uses a variety of funding mechanism across each fund. The below provides a breakdown of each fund and how it finances the Village's capital projects.

- **General Fund** – These projects are funded by three main sources; operating funds, grants, and debt. Operating funds are paid for by the Village's general taxes and include funding for roadway projects, facilities and equipment, and information technology. Grant funds are through the federal, state and county governments and generally associated with road projects. Debt financing is used for long term capital assets such as the village facility roof replacement.
- **CERF** – These projects are for the replacement of Village equipment and vehicles. The CERF sets aside funds so that the Village can maintain the appropriate replacement cycle for these purchases.
- **Sewer Fund** – These projects are funded through two main sources; operations and debt financing. Operating funds are funded by sewer rates paid by customers. Debt financing is for the Neighborhood Storage Project and will be repaid over time by the new stormwater utility fee. Bonds that were issued in 2021 for Neighborhood Storage will fund a component of the 2022 spending; this borrowing was done to help manage cash flows for the project. Additionally, there is \$720 thousand for IEPA low interest loans to fund the sewer lining and rehabilitation program, this is a recurring program.
- **Water Fund** – These projects are funded through two main sources; operations and debt financing. Both sources are supported by water utility rates and wholesale water revenues.
- **Motor Fuel Tax Fund** – A portion of the road program is funded by the state's motor fuel tax, which is dispersed to the Village on a per capita basis. Additionally, in 2020, 2021, and 2022, the Village has received funds from the Rebuild Illinois Bonds to support local road investment.

2022 Capital Project Funding Sources



## Summary

The 2022-2031 capital program provides a framework to allow the Village to not only maintain but enhance the Village of Wilmette's infrastructure for the long-term benefit of the community. Staff will continue to work closely with the Village Board to provide information that will allow the elected officials to make the best long-term decisions for the Village.

**2022-2031 CAPITAL IMPROVEMENT PROGRAM**  
Capital Project Request

**ATTACHMENT #1**

	Department	Status	2022	2023	2024	2025	2026	5-Year Total	2027-2031
<b>Equipment</b>									
Cardiac Monitor and Defibrillator	Fire	Recommended	-	-	-	-	-	-	90,000
Thermal Imaging Camera (TIC)	Fire	Recommended	-	30,000	30,000	-	-	60,000	-
License Plate Reader Parking Solution	Police	Recommended	37,000	-	-	-	-	37,000	-
Camera Systems - Police In-Car / Body Worn / Interview Room	Police	Critical	-	-	98,000	-	-	98,000	-
<b>Equipment Total</b>			<b>\$ 37,000</b>	<b>\$ 30,000</b>	<b>\$ 128,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 195,000</b>	<b>\$ 90,000</b>
<b>Facilities</b>									
Electric Vehicle Charging Station	Engineering & Public Works	Contingent	10,000	10,000	-	-	-	20,000	-
Fire Station #27 Boiler Replacement	Engineering & Public Works	Recommended	-	30,000	-	-	-	30,000	-
Fire Station #27 Window Replacement	Engineering & Public Works	Contingent	27,000	-	-	-	-	27,000	-
Fire Stations Garage Floor Rehabilitation	Engineering & Public Works	Recommended	-	110,250	-	-	-	110,250	-
Garage Floor Coating	Engineering & Public Works	Recommended	68,250	45,150	92,400	-	-	205,800	-
Museum HVAC Equipment Replacement	Engineering & Public Works	Recommended	31,500	31,500	42,000	-	-	105,000	-
Museum Masonry Repairs	Engineering & Public Works	Recommended	21,000	22,575	-	-	-	43,575	-
New Police Station	Police	Recommended	-	-	250,000	2,500,000	-	2,750,000	25,000,000
Parking Lot Paving Program	Engineering & Public Works	Recommended	272,000	181,000	234,000	138,000	158,000	983,000	-
Police Station Window Replacement	Engineering & Public Works	Recommended	-	43,575	-	-	-	43,575	-
Public Works Facility HVAC Compressor Replacement	Engineering & Public Works	Recommended	-	22,050	22,050	-	-	44,100	-
Public Works Facility Interior Flooring	Engineering & Public Works	Recommended	28,875	30,498	32,621	14,996	-	106,990	-
Security Enhancements	Engineering & Public Works	Recommended	-	45,150	39,375	23,625	-	108,150	-
Village Facility Roof Replacement	Engineering & Public Works	Critical	183,500	660,000	-	-	-	843,500	-
Village Hall Carpet Replacement	Engineering & Public Works	Recommended	77,000	-	-	-	-	77,000	-
Village Hall Facility Improvements	Engineering & Public Works	Contingent	-	1,675,000	-	-	-	1,675,000	-
Village Hall Garage Ramp Replacement	Engineering & Public Works	Recommended	-	21,500	-	-	-	21,500	-
Village Hall Interior Painting	Engineering & Public Works	Contingent	30,000	-	-	-	-	30,000	-
<b>Facilities Total</b>			<b>\$ 749,125</b>	<b>\$ 2,928,248</b>	<b>\$ 712,446</b>	<b>\$ 2,676,621</b>	<b>\$ 158,000</b>	<b>\$ 7,224,440</b>	<b>\$ 25,000,000</b>
<b>Information Technology</b>									
Cashiering Software Upgrade	Administrative Services	Recommended	33,500	-	-	-	-	33,500	-
Document Management	Administrative Services	Recommended	20,000	-	-	-	-	20,000	-
GIS Hardware and Software	Administrative Services	Recommended	-	-	81,000	-	-	81,000	136,200
Permits and Code Enforcement Software	Administrative Services	Recommended	-	255,060	-	-	-	255,060	-
Time Clock Software with MUNIS Integration	Administrative Services	Contingent	-	10,300	-	-	-	10,300	-
Village Hall Virtual Server Replacement	Administrative Services	Recommended	-	47,000	-	-	-	47,000	-
<b>Information Technology Total</b>			<b>\$ 53,500</b>	<b>\$ 312,360</b>	<b>\$ 81,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 446,860</b>	<b>\$ 136,200</b>
<b>Professional Services</b>									
Historic Resources Survey	Community Development	Contingent	-	91,140	114,720	114,720	114,720	435,300	20,000
<b>Professional Services Total</b>			<b>\$ -</b>	<b>\$ 91,140</b>	<b>\$ 114,720</b>	<b>\$ 114,720</b>	<b>\$ 114,720</b>	<b>\$ 435,300</b>	<b>\$ 20,000</b>
<b>Sewer</b>									
Clean Out Pumping Station	Water Management	Critical	-	40,000	-	-	-	40,000	45,000
Neighborhood Storage Project	Engineering & Public Works	Recommended	28,400,000	-	-	-	-	28,400,000	-
Pump Renovations	Water Management	Recommended	-	35,000	-	-	-	35,000	-
Relief Sewer Improvement Program	Engineering & Public Works	Recommended	-	-	-	100,000	-	100,000	-
Sewer Condition Assessment - GIS Integration	Engineering & Public Works	Recommended	35,000	-	-	-	-	35,000	-
Sewer Flow Monitoring (Sanitary, Storm and Combined Systems)	Engineering & Public Works	Recommended	43,200	-	-	-	-	43,200	-
Sewer Lateral Rehabilitation Project	Engineering & Public Works	Recommended	-	549,000	549,000	549,000	549,000	2,196,000	-
Sewer Lining & Rehabilitation	Engineering & Public Works	Critical	720,000	1,640,000	-	1,640,000	-	4,000,000	4,920,000
Sewer Main Repairs	Engineering & Public Works	Critical	460,000	422,000	433,000	444,000	460,000	2,219,000	2,428,000
Sewer Maintenance	Engineering & Public Works	Critical	342,000	389,000	353,000	364,000	370,000	1,818,000	2,051,000
Smoke Testing/Dyed Water Flooding	Engineering & Public Works	Recommended	60,000	25,000	15,000	10,000	-	110,000	-
Stormwater Incentive Program	Engineering & Public Works	Recommended	35,000	35,000	35,000	35,000	35,000	175,000	175,000
SWPS Electrical Improvements	Water Management	Recommended	1,300,000	-	-	-	-	1,300,000	-
SWPS Roof Replacement	Water Management	Recommended	-	-	-	-	-	-	26,000
<b>Sewer Total</b>			<b>\$ 31,395,200</b>	<b>\$ 3,135,000</b>	<b>\$ 1,385,000</b>	<b>\$ 3,142,000</b>	<b>\$ 1,414,000</b>	<b>\$ 40,471,200</b>	<b>\$ 9,645,520</b>
<b>Streets, Sidewalks, &amp; Alleys</b>									
Alley Reconstruction Program	Engineering & Public Works	Recommended	576,000	594,000	612,000	631,000	650,000	3,063,000	3,564,000
Plaza 150	Engineering & Public Works	Contingent	150,000	-	-	-	-	150,000	-
Bike Plan Implementation	Engineering & Public Works	Recommended	120,000	200,000	200,000	200,000	200,000	920,000	1,000,000
Brick Street Maintenance Program	Engineering & Public Works	Recommended	116,000	118,000	123,000	127,000	131,000	616,000	715,000
Brick Street Renovation Program	Engineering & Public Works	Recommended	390,000	306,000	305,000	282,000	244,000	1,527,000	2,390,000
Curb Replacement Program	Engineering & Public Works	Recommended	28,000	30,000	32,000	34,000	36,000	160,000	210,000
Decorative Brick Repairs	Engineering & Public Works	Recommended	15,000	10,000	11,000	12,000	13,000	61,000	80,000
Decorative and Roadway Streetlights	Engineering & Public Works	Contingent	-	60,000	128,000	47,000	-	235,000	-
Edens Pollinator Corridor	Engineering & Public Works	Contingent	7,500	12,500	13,500	28,000	39,000	100,500	45,000
Engineering Services for Capital Projects	Engineering & Public Works	Recommended	151,000	157,000	156,000	220,000	223,000	907,000	1,254,000
Pavement Maintenance Program	Engineering & Public Works	Recommended	205,000	191,000	173,000	179,000	183,000	931,000	1,035,000
Pavement Marking Program	Engineering & Public Works	Recommended	54,000	56,000	58,000	60,000	62,000	290,000	340,000
Phase I Studies & Phase II Engineering Designs	Engineering & Public Works	Critical	260,000	200,000	200,000	175,000	175,000	1,010,000	770,000
Road Program	Engineering & Public Works	Recommended	2,440,000	2,514,000	2,590,000	2,668,000	4,275,000	14,487,000	23,175,000
Sidewalk Repair Program	Engineering & Public Works	Recommended	77,000	79,000	81,000	83,000	85,000	405,000	470,000
Skokie and Lake Intersection Improvements & Skokie Boulevard Shared-Use Path	Engineering & Public Works	Critical	266,830	1,487,000	1,220,170	-	-	2,974,000	-
Skokie Valley Trail	Engineering & Public Works	Contingent	50,500	55,500	460,500	158,000	-	724,500	-
Streetlight LED Luminaire Replacement	Engineering & Public Works	Recommended	23,529	24,219	24,978	25,806	26,703	125,235	-
Streetlight Pole Painting	Engineering & Public Works	Recommended	84,750	56,250	57,750	59,000	60,500	318,250	211,520
Streetscape Furniture	Engineering & Public Works	Contingent	25,200	15,200	20,000	27,200	-	87,600	-
Traffic Calming	Engineering & Public Works	Contingent	-	25,000	25,000	25,000	25,000	125,000	-
<b>Streets, Sidewalks, &amp; Alleys Total</b>			<b>\$ 5,065,309</b>	<b>\$ 6,191,669</b>	<b>\$ 6,490,898</b>	<b>\$ 5,041,006</b>	<b>\$ 6,428,203</b>	<b>\$ 29,217,085</b>	<b>\$ 35,384,520</b>
<b>Vehicle Replacement</b>									
All-Terrain Vehicle	Vehicle Replacement	Recommended	30,000	-	-	-	-	30,000	-
Ambulance (FD211)	Vehicle Replacement	Recommended	-	-	200,000	-	-	200,000	-
Ambulance (FD212)	Vehicle Replacement	Recommended	-	-	-	-	210,000	210,000	-
Ambulance (FD220)	Vehicle Replacement	Recommended	-	-	-	-	-	-	230,000
Backhoe (C14)	Vehicle Replacement	Class 4	-	-	-	150,000	-	150,000	-
Boat (FD214)	Vehicle Replacement	Recommended	-	55,000	-	-	-	55,000	-
Brush Chipper (C07)	Vehicle Replacement	Class 4	-	-	-	-	-	-	130,000
Brush Chipper (C09)	Vehicle Replacement	Class 2	-	115,000	-	-	-	115,000	-
Combination Sewer Cleaner (T22)	Vehicle Replacement	Class 4	-	-	-	430,000	-	430,000	-
Combination Sewer Cleaner (T30)	Vehicle Replacement	Class 5	-	-	-	-	-	-	460,000
Fire Engine/Pumper (FD206)	Vehicle Replacement	Recommended	-	-	-	-	-	-	-
Floor Sweeper and Scrubber (S3)	Vehicle Replacement	Class 4	-	-	-	-	92,500	92,500	-
Heavy Rescue Squad (FD201)	Vehicle Replacement	Recommended	-	-	-	-	-	-	550,000
Hybrid SUV (P13)	Vehicle Replacement	Class 2	35,000	-	-	-	-	35,000	-
Hybrid SUV (P16)	Vehicle Replacement	Class 2	35,000	-	-	-	-	35,000	-
Ladder Truck (FD204)	Vehicle Replacement	Recommended	-	-	-	1,700,000	-	1,700,000	-
Large Dump Truck - W/S (T33)	Vehicle Replacement	Class 2	-	185,000	-	-	-	185,000	-
Large Dump Truck - W/S (T40)	Vehicle Replacement	Class 2	-	185,000	-	-	-	185,000	-
Large Dump Truck (T05)	Vehicle Replacement	Class 4	-	-	215,000	-	-	215,000	-
Large Dump Truck (T06)	Vehicle Replacement	Class 5	-	-	-	221,000	-	221,000	-
Large Dump Truck (T18, T08, T03)	Vehicle Replacement	Class 5	-	-	-	-	-	-	700,000
Marked Squad - Shift Supervisor (SQ503)	Vehicle Replacement	Recommended	49,000	-	-	-	-	49,000	-
Marked Squad Car (SQ501)	Vehicle Replacement	Recommended	49,000	-	-	-	-	49,000	-
Marked Squad Car (SQ504)	Vehicle Replacement	Recommended	-	-	49,000	-	-	49,000	-
Marked Squad Car (SQ505)	Vehicle Replacement	Recommended	-	49,000	-	-	-	49,000	-
Marked Squad Car (SQ506)	Vehicle Replacement	Recommended	-	-	49,000	-	-	49,000	-
Marked Squad Car (SQ507)	Vehicle Replacement	Recommended	-	-	49,000	-	-	49,000	-
Marked Squad Car (SQ508)	Vehicle Replacement	Recommended	-	49,000	-	-	-	49,000	-
Marked Squad Car (SQ510)	Vehicle Replacement	Recommended	-	49,000	-	-	-	49,000	-
Marked Squad Car (SQ511)	Vehicle Replacement	Recommended	-	-	49,000	-	-	49,000	-
Marked Squad Car (SQ512)	Vehicle Replacement	Recommended	-	49,000	-	-	-	49,000	-
Marked Squad Cars	Vehicle Replacement	Recommended	-	-	-	-	98,000	98,000	680,000
Pick-Up Truck (T47)	Vehicle Replacement	Class 2	70,000	-	-	-	-	70,000	-

**2022-2031 CAPITAL IMPROVEMENT PROGRAM**  
Capital Project Request

ATTACHMENT #1

	Department	Status	2022	2023	2024	2025	2026	5-Year Total	2027-2031
Self-Propelled Articulating Boom Lift (New)	Vehicle Replacement	Contingent	-	-	-	64,000	-	64,000	-
Sidewalk Snowplow - BCS (C25)	Vehicle Replacement	Class 4	-	-	-	-	185,000	185,000	-
Sidewalk Snowplows (C20)	Vehicle Replacement	Class 3	-	-	175,000	-	-	175,000	-
Sidewalk Snowplows (C24)	Vehicle Replacement	Class 5	-	-	-	-	-	-	195,000
Skid-Steer Loaders (C35)	Vehicle Replacement	Class 5	-	-	-	-	76,000	76,000	-
Small Dump Truck (T14)	Vehicle Replacement	Class 2	-	-	-	76,000	-	76,000	-
Small Dump Truck (T35)	Vehicle Replacement	Class 5	-	-	-	-	-	-	90,000
Small Dump Truck (T38)	Vehicle Replacement	Class 1	104,000	-	-	-	-	104,000	-
Speed Trailer (SQ516)	Vehicle Replacement	Recommended	-	20,000	-	-	-	20,000	-
Street Sweeper (S01)	Vehicle Replacement	Class 1	260,000	-	-	-	-	260,000	-
Street Sweepers (S02)	Vehicle Replacement	Class 5	-	-	-	-	-	-	315,000
Stump Grinder (C06)	Vehicle Replacement	Class 4	-	-	-	32,000	-	32,000	-
Trailer - Light Poles (C26)	Vehicle Replacement	Class 5	-	-	-	-	-	-	11,000
Unmarked Squad Car (SQ502)	Vehicle Replacement	Recommended	-	-	49,000	-	-	49,000	-
Utility Truck - W/S (T01)	Vehicle Replacement	Class 1	72,000	-	-	-	-	72,000	-
Utility Truck (T31)	Vehicle Replacement	Class 2	85,000	-	-	-	-	85,000	-
Utility Vehicle (SQ515)	Vehicle Replacement	Recommended	49,000	-	-	-	-	49,000	-
Utility Vehicle/Community Service Officer (SQ522)	Vehicle Replacement	Recommended	49,000	-	-	-	-	49,000	-
Vac-All Truck (T34)	Vehicle Replacement	Class 3	-	165,000	-	-	-	165,000	-
<b>Vehicle Replacement Totals</b>			<b>\$ 887,000</b>	<b>\$ 921,000</b>	<b>\$ 835,000</b>	<b>\$ 2,673,000</b>	<b>\$ 661,500</b>	<b>\$ 5,977,500</b>	<b>\$ 3,361,000</b>
<b>Water</b>									
Automatic Meter Reading Program	Water Management	Tier 4	-	2,500,000	-	-	-	2,500,000	-
Corrosion Control Inhibitor Study	Water Management	Tier 5	150,000	-	-	-	-	150,000	-
Distribution System Valve Improvements	Engineering & Public Works	Recommended	94,000	97,000	100,000	103,000	106,000	500,000	576,000
Fire Hydrant Painting, Testing, and Abatement	Engineering & Public Works	Recommended	23,480	23,480	23,480	19,670	19,670	109,780	86,520
Lead Service Line Replacement	Engineering & Public Works	Critical	457,600	454,880	451,920	441,500	441,500	2,247,400	2,207,500
Rebuild High Lift Pumps	Water Management	Tier 2	-	40,000	40,000	40,000	-	120,000	-
Rebuild Wash- Water Pumps	Water Management	Tier 4	-	60,000	60,000	-	-	120,000	-
Repairs- Water Transmission Main	Engineering & Public Works	Critical	16,000	171,800	59,640	39,520	470,000	756,960	20,420
Replacement Standpipe Isolation Valve	Water Management	Tier 3	-	60,000	-	-	-	60,000	-
Roof Repairs	Water Management	Tier 4	-	220,000	-	-	-	220,000	-
Tank Maintenance Services	Water Management	Tier 2	-	40,000	-	-	-	40,000	-
Treatment Process Improvements Program Phase 1	Water Management	Tier 4	675,000	-	498,000	-	-	1,173,000	-
Treatment Process Improvements Program Phase 2	Water Management	Tier 4	-	70,000	450,000	2,000,000	-	2,520,000	-
Treatment Process Improvements Program Phase 3	Water Management	Tier 3	-	-	-	750,000	140,000	890,000	470,000
Unidirectional Water Main Flushing	Engineering & Public Works	Recommended	-	50,000	50,000	-	-	100,000	-
Water Distribution System Pressure Monitoring	Engineering & Public Works	Recommended	26,000	-	-	-	-	26,000	-
Water Intake and Low Lift Pumping Improvements	Water Management	Tier 4	100,000	1,000,000	7,000,000	7,000,000	-	15,100,000	-
Water Main Replacement Program	Engineering & Public Works	Critical	900,000	-	2,520,000	2,600,000	2,670,000	8,690,000	14,630,000
Water Main Surge Suppressors	Engineering & Public Works	Recommended	12,000	12,500	9,500	-	-	34,000	-
Water Meter Replacement Program	Water Management	Tier 4	50,000	50,000	50,000	50,000	50,000	250,000	250,000
<b>Water Total</b>			<b>\$ 2,504,080</b>	<b>\$ 4,849,660</b>	<b>\$ 11,312,540</b>	<b>\$ 13,043,690</b>	<b>\$ 3,897,170</b>	<b>\$ 35,607,140</b>	<b>\$ 18,240,440</b>
<b>Grand Total</b>			<b>\$ 40,691,214</b>	<b>\$ 18,459,077</b>	<b>\$ 21,059,604</b>	<b>\$ 26,691,037</b>	<b>\$ 12,673,593</b>	<b>\$ 119,574,525</b>	<b>\$ 91,877,160</b>

**2022-2031 CAPITAL IMPROVEMENT PROGRAM**  
*2022 Capital Project List*

**ATTACHMENT #2**

Category	Project	2022
Equipment	License Plate Reader Parking Solution	37,000
<b>Equipment Total</b>		<b>37,000</b>
Facilities	Electric Vehicle Charging Station	10,000
	Fire Station #27 Window Replacement	27,000
	Garage Floor Coating	68,250
	Museum HVAC Equipment Replacement	31,500
	Museum Masonry Repairs	21,000
	Parking Lot Paving Program	272,000
	Public Works Facility Interior Flooring	28,875
	Village Facility Roof Replacement	183,500
	Village Hall Carpet Replacement	77,000
	Village Hall Interior Painting	30,000
<b>Facilities Total</b>		<b>749,125</b>
Information Technology	Cashiering Software Upgrade	33,500
	Document Management	20,000
<b>Information Technology Total</b>		<b>53,500</b>
Sewer	Neighborhood Storage Project	28,400,000
	Sewer Condition Assessment - GIS Integration	35,000
	Sewer Flow Monitoring (Sanitary, Storm and Combined Systems)	43,200
	Sewer Lining & Rehabilitation	720,000
	Sewer Main Repairs	460,000
	Sewer Maintenance	342,000
	Smoke Testing/Dyed Water Flooding	60,000
	Stormwater Incentive Program	35,000
	SWPS Electrical Improvements	1,300,000
<b>Sewer Total</b>		<b>31,395,200</b>
Streets, Sidewalks, Alleys	Alley Reconstruction Program	576,000
	Plaza 150	150,000
	Bike Plan Implementation	120,000
	Brick Street Maintenance Program	116,000
	Brick Street Renovation Program	390,000
	Curb Replacement Program	28,000
	Decorative Brick Repairs	15,000
	Edens Pollinator Corridor	7,500
	Engineering Services for Capital Projects	151,000
	Pavement Maintenance Program	205,000
	Pavement Marking Program	54,000
	Phase I Studies & Phase II Engineering Designs	260,000
	Road Program	2,440,000
	Sidewalk Repair Program	77,000
	Skokie and Lake Intersection Improvements & Skokie Boulevard Shared-Use Path	266,830
	Skokie Valley Trail	50,500
	Streetlight LED Luminaire Replacement	23,529
	Streetlight Pole Painting	84,750
	Streetscape Furniture	25,200
	Traffic Calming	25,000
<b>Streets, Sidewalks, Alleys Total</b>		<b>5,065,309</b>
Vehicles	All-Terrain Vehicle	30,000
	Hybrid SUV (P13)	35,000
	Hybrid SUV (P16)	35,000
	Marked Squad - Shift Supervisor (SQ503)	49,000
	Marked Squad Car (SQ501)	49,000
	Pick-Up Truck (T47)	70,000
	Small Dump Truck (T38)	104,000
	Street Sweeper (S01)	260,000
	Utility Truck - W/S (T01)	72,000
	Utility Truck (T31)	85,000
	Utility Vehicle (SQ515)	49,000
	Utility Vehicle/Community Service Officer (SQ522)	49,000
<b>Vehicles Total</b>		<b>887,000</b>
Water	Corrison Control Inhibitor Study	150,000
	Distribution System Valve Improvements	94,000
	Fire Hydrant Painting, Testing, and Abatement	23,480
	Lead Service Line Replacement	457,600
	Repairs- Water Transmission Main	16,000
	Treatment Process Improvements Program Phase 1	675,000
	Water Distribution System Pressure Monitoring	26,000
	Water Intake and Low Lift Pumping Improvements	100,000
	Water Main Replacement Program	900,000
	Water Main Surge Suppressors	12,000
	Water Meter Replacement Program	50,000
<b>Water Total</b>		<b>2,504,080</b>
<b>Grand Total</b>		<b>\$ 40,691,214</b>

**2022-2031 CAPITAL IMPROVEMENT PROGRAM**  
*Capital Project Request by Category*

**ATTACHMENT #3**

	2022	2023	2024	2025	2026	5-Year Total	2026-2031	Grand Total
Equipment	37,000	30,000	128,000	-	-	195,000	90,000	285,000
Facilities	749,125	2,928,248	712,446	2,676,621	158,000	7,224,440	25,000,000	32,224,440
Information Technology	53,500	312,360	81,000	-	-	446,860	136,200	583,060
Professional Services	-	91,140	114,720	114,720	114,720	435,300	20,000	455,300
Sewer	31,395,200	3,135,000	1,385,000	3,142,000	1,414,000	40,471,200	9,645,000	50,116,200
Streets, Sidewalks, Alleys	5,065,309	6,191,669	6,490,898	5,041,006	6,428,203	29,217,085	35,384,520	64,601,605
Vehicles	887,000	921,000	835,000	2,673,000	661,500	5,977,500	3,361,000	9,338,500
Water	2,504,080	4,849,660	11,312,540	13,043,690	3,897,170	35,607,140	18,240,440	53,847,580
<b>Grand Total</b>	<b>\$ 40,691,214</b>	<b>\$ 18,459,077</b>	<b>\$ 21,059,604</b>	<b>\$ 26,691,037</b>	<b>\$ 12,673,593</b>	<b>\$ 119,574,525</b>	<b>\$ 91,877,160</b>	<b>\$ 211,451,685</b>



# 2022-2031 CAPITAL IMPROVEMENT PROGRAM

ATTACHMENT #4

## Capital Project Request by Funding Source

Fund	Funding Type	2022	2023	2024	2025	2026	5-Year Total	2027-2031	Grand Total
General Fund	Operations	3,711,078	4,147,847	4,798,344	4,052,043	5,420,619	22,129,931	29,435,920	51,565,851
	Grant Funding	225,356	1,245,570	1,096,720	80,304	80,304	2,728,254	14,000	2,742,254
	Debt Financing	183,500	2,335,000	250,000	2,500,000	-	5,268,500	25,000,000	30,268,500
General Fund Total		4,119,934	7,728,417	6,145,064	6,632,347	5,500,923	30,126,685	54,449,920	84,576,605
CERF	CERF	578,500	581,000	963,000	2,017,000	585,500	4,725,000	2,789,000	7,514,000
CERF Total		578,500	581,000	963,000	2,017,000	585,500	4,725,000	2,789,000	7,514,000
Sewer Fund	Operations	1,153,200	1,131,000	863,000	1,181,000	903,000	5,231,200	5,157,400	10,388,600
	Debt Financing	21,800,000	549,000	549,000	549,000	549,000	23,996,000	-	23,996,000
	Prior Bond Issuance	7,900,000	-	-	-	-	7,900,000	-	7,900,000
	IEPA Loan	720,000	1,640,000	-	1,740,000	-	4,100,000	4,920,000	9,020,000
Sewer Fund Total		31,573,200	3,320,000	1,412,000	3,470,000	1,452,000	41,227,200	10,077,400	51,304,600
Water Fund	Operations	2,524,580	1,244,660	3,889,540	3,621,690	3,795,170	15,075,640	18,090,840	33,166,480
	Debt Financing	-	220,000	-	750,000	140,000	1,110,000	470,000	1,580,000
	IEPA Loan	100,000	3,570,000	7,450,000	9,000,000	-	20,120,000	-	20,120,000
Water Fund Total		2,624,580	5,034,660	11,339,540	13,371,690	3,935,170	36,305,640	18,560,840	54,866,480
Motor Fuel Tax	Operations	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	6,000,000	6,000,000	12,000,000
	Grant Funding	595,000	595,000	-	-	-	1,190,000	-	1,190,000
Motor Fuel Tax Total		1,795,000	1,795,000	1,200,000	1,200,000	1,200,000	7,190,000	6,000,000	13,190,000
Grand Total		\$ 40,691,214	\$ 18,459,077	\$ 21,059,604	\$ 26,691,037	\$ 12,673,593	\$ 119,574,525	\$ 91,877,160	\$ 211,451,685



## FUND SUMMARY

The Capital Projects Fund was established to fund major General Fund capital improvements that require the issuance of debt.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Bond Proceeds	-	-	235,000	235,000	-	(235,000)
<i>Infrastructure Investment</i>	-	-	3,125,000	3,125,000	-	(3,125,000)
<b>TOTAL REVENUES</b>	-	-	<b>3,360,000</b>	<b>3,360,000</b>	-	<b>(3,360,000)</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Capital Outlay	626,638	1,894	174,500	-	-	(174,500)
<i>Infrastructure Investment</i>	-	-	2,326,843	2,404,488	100,000	(2,226,843)
Debt Service Expense	-	-	60,000	60,000	-	(60,000)
<b>TOTAL BUDGET</b>	<b>626,638</b>	<b>1,894</b>	<b>2,561,343</b>	<b>2,464,488</b>	<b>100,000</b>	<b>(2,461,343)</b>

## BUDGET ANALYSIS

The 2022 expenditure includes a carryover of funds for the Central Avenue Road Reconstruction. Revenues and expenses associated with the Central Avenue Road Reconstruction are included in the Infrastructure Investment Cash Flow analysis.

**Village of Wilmette**  
*Proposed 2022 Budget- Revenues*



Account Type	REVENUE
Fund	CAPITAL PROJECTS FUND
Department	(All)
Program	(All)

	2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
BOND PROCEEDS							
375000 BOND PROCEEDS	-	-	3,360,000	3,360,000	-	(3,360,000)	-100.00%
<b>BOND PROCEEDS Total</b>	-	-	<b>3,360,000</b>	<b>3,360,000</b>	-	<b>(3,360,000)</b>	<b>-100.00%</b>
<b>Grand Total</b>	-	-	<b>3,360,000</b>	<b>3,360,000</b>	-	<b>(3,360,000)</b>	<b>-100.00%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	CAPITAL PROJECTS FUND
Department	(All)
Program	(All)

		2021 Amount
<b>BOND PROCEEDS</b>		
375000	<b>BOND PROCEEDS</b>	
	CENTRAL AVENUE IMPROVEMENTS BOND PROCEEDS	3,125,000
	BUILDING IMPROVEMENT BOND PROCEEDS	235,000
	<b>Subtotal</b>	<b>3,360,000</b>
<b>BOND PROCEEDS Total</b>		<b>3,360,000</b>
<b>Grand Total</b>		<b>3,360,000</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	CAPITAL PROJECTS FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
DEBT SERVICE EXPENSE								
450020	BOND ISSUANCE COSTS	-	-	60,000	60,000	-	(60,000)	-100.00%
<b>DEBT SERVICE EXPENSE Total</b>		-	-	<b>60,000</b>	<b>60,000</b>	-	<b>(60,000)</b>	<b>-100.00%</b>
CAPITAL OUTLAY								
425250	STREET RESURFACING PROGRAM	-	-	2,326,843	2,404,488	100,000	(2,226,843)	-95.70%
460600	BLDG. IMPROV. - VILLAGE HALL	-	-	-	-	-	-	0.00%
460700	BLDG. IMPROV. - PUBLIC WORKS	23,255	-	174,500	-	-	(174,500)	-100.00%
460800	BLDG. IMPROV. - POLICE	-	-	-	-	-	-	0.00%
460950	BLDG. IMPROV. - OTHER	-	-	-	-	-	-	0.00%
470300	INFRASTRUCTURE - STREET LIGHTS	-	-	-	-	-	-	0.00%
470375	INFRASTRUCTURE - OTHER	603,383	1,894	-	-	-	-	0.00%
490400	OTHER EQUIP. - VILLAGE HALL	-	-	-	-	-	-	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>626,638</b>	<b>1,894</b>	<b>2,501,343</b>	<b>2,404,488</b>	<b>100,000</b>	<b>(2,401,343)</b>	<b>-96.00%</b>
<b>Grand Total</b>		<b>626,638</b>	<b>1,894</b>	<b>2,561,343</b>	<b>2,464,488</b>	<b>100,000</b>	<b>(2,461,343)</b>	<b>-96.10%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	CAPITAL PROJECTS FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CAPITAL OUTLAY</b>					
<b>425250</b>	<b>STREET RESURFACING PROGRAM</b>				
	CENTRAL AVENUE RECONSTRUCTION (CIP PROJECT)	2,326,843		(2,326,843)	#NULL!
	CENTRAL AVENUE RECONSTRUCTION		100,000	100,000	
	<b>Subtotal</b>	<b>2,326,843</b>	<b>100,000</b>	<b>(2,226,843)</b>	<b>-95.7%</b>
<b>460700</b>	<b>BLDG. IMPROV. - PUBLIC WORKS</b>				
	PUBLIC WORKS ROOF REPLACEMENT (CIP PROJECT)	174,500		(174,500)	#NULL!
	<b>Subtotal</b>	<b>174,500</b>		<b>(174,500)</b>	<b>#NULL!</b>
<b>CAPITAL OUTLAY Total</b>		<b>2,501,343</b>	<b>100,000</b>	<b>(2,401,343)</b>	<b>-96.0%</b>
<b>DEBT SERVICE EXPENSE</b>					
<b>450020</b>	<b>BOND ISSUANCE COSTS</b>				
	BOND ISSUANCE EXPENSE	60,000		(60,000)	#NULL!
	<b>Subtotal</b>	<b>60,000</b>		<b>(60,000)</b>	<b>#NULL!</b>
<b>DEBT SERVICE EXPENSE Total</b>		<b>60,000</b>		<b>(60,000)</b>	<b>#NULL!</b>
<b>Grand Total</b>		<b>2,561,343</b>	<b>100,000</b>	<b>(2,461,343)</b>	<b>-96.1%</b>



## FUND SUMMARY

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 the fuel tax from \$0.19 per gallon to \$0.38 per gallon; this change provided additional revenue to municipalities.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Motor Fuel Tax Allotments	888,613	985,731	1,067,200	1,055,000	1,144,000	76,800
Grant/Contributions	-	595,047	595,000	595,046	595,000	-
Interest Income	13,349	7,082	4,500	6,000	4,500	-
<b>TOTAL REVENUES</b>	<b>901,962</b>	<b>1,587,860</b>	<b>1,666,700</b>	<b>1,656,046</b>	<b>1,743,500</b>	<b>76,800</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
<b>Infrastructure Investment</b>						
Capital Outlay	635,944	1,200,000	1,795,000	1,797,500	1,795,000	-
<b>TOTAL EXPENSES</b>	<b>635,944</b>	<b>1,200,000</b>	<b>1,795,000</b>	<b>1,797,500</b>	<b>1,795,000</b>	<b>-</b>

## BUDGET ANALYSIS

The revenue budget estimates include the final disbursements of the Rebuild Illinois Bond Grant disbursements that is expected to be made in 2022.

The Motor Fuel Tax Allotment is comprised of two components, the Motor Fuel Tax and the Transportation Renewal Fund. The annual per capita estimate from the Illinois Municipal League (IML) is \$40.60 and the Village's population based upon the 2020 census is 28,170.

All MFT revenues and expenditures are included in the Infrastructure Investment Cash Flow analysis.

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	MOTOR FUEL TAX FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
INVESTMENT INCOME								
360000	INTEREST EARNINGS	13,349	7,082	4,500	6,000	4,500	-	0.00%
<b>INVESTMENT INCOME Total</b>		<b>13,349</b>	<b>7,082</b>	<b>4,500</b>	<b>6,000</b>	<b>4,500</b>	<b>-</b>	<b>0.00%</b>
GRANT/CONTRIBUTIONS								
375101	GRANT	-	595,047	595,000	595,046	595,000	-	0.00%
<b>GRANT/CONTRIBUTIONS Total</b>		<b>-</b>	<b>595,047</b>	<b>595,000</b>	<b>595,046</b>	<b>595,000</b>	<b>-</b>	<b>0.00%</b>
OTHER TAXES								
300180	MOTOR FUEL TAX ALLOTMENTS	888,613	985,731	1,067,200	1,055,000	1,144,000	76,800	7.20%
<b>OTHER TAXES Total</b>		<b>888,613</b>	<b>985,731</b>	<b>1,067,200</b>	<b>1,055,000</b>	<b>1,144,000</b>	<b>76,800</b>	<b>7.20%</b>
<b>Grand Total</b>		<b>901,962</b>	<b>1,587,860</b>	<b>1,666,700</b>	<b>1,656,046</b>	<b>1,743,500</b>	<b>76,800</b>	<b>4.61%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	MOTOR FUEL TAX FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>OTHER TAXES</b>					
300180	MOTOR FUEL TAX ALLOTMENTS				
	MOTOR FUEL TAX	1,067,200	1,144,000	76,800	7.2%
	<b>Subtotal</b>	<b>1,067,200</b>	<b>1,144,000</b>	<b>76,800</b>	<b>7.2%</b>
<b>OTHER TAXES Total</b>		<b>1,067,200</b>	<b>1,144,000</b>	<b>76,800</b>	<b>7.2%</b>
<b>GRANT/CONTRIBUTIONS</b>					
375101	GRANT				
	STATE MFT DISTRIBUTION - BONDS	595,000	595,000	-	0.0%
	<b>Subtotal</b>	<b>595,000</b>	<b>595,000</b>	<b>-</b>	<b>0.0%</b>
<b>GRANT/CONTRIBUTIONS Total</b>		<b>595,000</b>	<b>595,000</b>	<b>-</b>	<b>0.0%</b>
<b>INVESTMENT INCOME</b>					
360000	INTEREST EARNINGS				
	INTEREST EARNINGS	4,500	4,500	-	0.0%
	<b>Subtotal</b>	<b>4,500</b>	<b>4,500</b>	<b>-</b>	<b>0.0%</b>
<b>INVESTMENT INCOME Total</b>		<b>4,500</b>	<b>4,500</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>1,666,700</b>	<b>1,743,500</b>	<b>76,800</b>	<b>4.6%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Account Type	EXPENSE
Fund	MOTOR FUEL TAX FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
CAPITAL OUTLAY								
470100	INFRASTRUCTURE - ROADS	635,944	1,200,000	1,795,000	1,797,500	1,795,000	-	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>635,944</b>	<b>1,200,000</b>	<b>1,795,000</b>	<b>1,797,500</b>	<b>1,795,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>635,944</b>	<b>1,200,000</b>	<b>1,795,000</b>	<b>1,797,500</b>	<b>1,795,000</b>	<b>-</b>	<b>0.00%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	MOTOR FUEL TAX FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CAPITAL OUTLAY</b>					
470100	<b>INFRASTRUCTURE - ROADS</b>				
	ANNUAL STREET RESURFACING (ADDITIONAL FUNDS IN DEDICATED REVENUE) (CIP PROJECT)	1,200,000	1,200,000	-	0.0%
	ANNUAL STREET RESURFACING (FUNDS FROM STATE BOND GRANTS) (CIP PROJECT)	595,000	595,000	-	0.0%
	<b>Subtotal</b>	<b>1,795,000</b>	<b>1,795,000</b>	<b>-</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY Total</b>		<b>1,795,000</b>	<b>1,795,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>1,795,000</b>	<b>1,795,000</b>	<b>-</b>	<b>0.0%</b>



# Capital Equipment Replacement Fund

## PROGRAM SUMMARY

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.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Permits & Licenses	-	-	185,000	162,697	-	(185,000)
Grants/Contributions	647,923	185,241	50,000	256,026	50,000	-
<b>Contributions from other Departments</b>						
Fire	137,810	137,810	137,810	137,810	137,810	-
Police	125,690	125,690	125,690	125,690	125,690	-
Engineering & Public Works	159,860	159,860	159,860	159,860	159,860	-
<b>TOTAL REVENUES</b>	<b>1,017,283</b>	<b>608,604</b>	<b>658,360</b>	<b>842,083</b>	<b>473,360</b>	<b>(185,000)</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Contractual Services	20,897	-	-	-	20,000	20,000
Capital Outlay	702,365	1,088,910	972,000	556,872	1,046,500	74,500
<b>TOTAL BUDGET</b>	<b>723,261</b>	<b>1,088,910</b>	<b>972,000</b>	<b>556,872</b>	<b>1,066,500</b>	<b>94,500</b>

## BUDGET ANALYSIS

2022 purchases funded through the CERF include:

	2021 Carryover Purchases	2022 New Purchases
Sidewalk Snowplow	\$168,000	
Large Dump Truck	\$100,000	
Aerial Lift Truck	\$190,000	
Document Management		\$20,000
Fire All-Terrain Vehicle		\$30,000
Hybrid Police Utility Vehicles (2)		\$98,000
Hybrid Police Squads (2)		\$98,000
Hybrid SUV		\$35,000
Pick-Up Truck		\$70,000
Street Sweeper		\$172,500
Utility Truck		\$85,000

# Capital Equipment Replacement Fund

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**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	GENERAL FUND
Department	CERF
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
GRANT/CONTRIBUTIONS								
375100	POLICE GRANT REVENUE	-	-	185,000	162,697	-	(185,000)	-100.00%
<b>GRANT/CONTRIBUTIONS Total</b>		-	-	<b>185,000</b>	<b>162,697</b>	-	<b>(185,000)</b>	<b>-100.00%</b>
CERF ALLOCATION								
448024	CAPITAL EQPT REPL FUND TRSR	-	-	423,360	-	423,360	-	0.00%
<b>CERF ALLOCATION Total</b>		-	-	<b>423,360</b>	-	<b>423,360</b>	-	<b>0.00%</b>
PERMITS								
302005	BUILDING PERMITS-NON-OPERATING	647,923	185,241	50,000	256,026	50,000	-	0.00%
<b>PERMITS Total</b>		<b>647,923</b>	<b>185,241</b>	<b>50,000</b>	<b>256,026</b>	<b>50,000</b>	-	<b>0.00%</b>
<b>Grand Total</b>		<b>647,923</b>	<b>185,241</b>	<b>658,360</b>	<b>418,723</b>	<b>473,360</b>	<b>(185,000)</b>	<b>-28.10%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	(All)
Department	CERF
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERMITS</b>					
302005	BUILDING PERMITS-NON-OPERATING				
	BUILDING PERMITS-NON-OPERATING	50,000	50,000	-	0.0%
	<b>Subtotal</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.0%</b>
<b>PERMITS Total</b>		<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.0%</b>
<b>CERF ALLOCATION</b>					
448024	CAPITAL EQPT REPL FUND TRSR				
	CAPITAL EQUIPMENT REPLACEMENT FUND TRANSFER	423,360	423,360	-	0.0%
	<b>Subtotal</b>	<b>423,360</b>	<b>423,360</b>	<b>-</b>	<b>0.0%</b>
<b>CERF ALLOCATION Total</b>		<b>423,360</b>	<b>423,360</b>	<b>-</b>	<b>0.0%</b>
<b>GRANT/CONTRIBUTIONS</b>					
375100	POLICE GRANT REVENUE				
	GRANT - NEXTGEN911	185,000		(185,000)	#NULL!
	<b>Subtotal</b>	<b>185,000</b>		<b>(185,000)</b>	<b>#NULL!</b>
<b>GRANT/CONTRIBUTIONS Total</b>		<b>185,000</b>		<b>(185,000)</b>	<b>#NULL!</b>
<b>Grand Total</b>		<b>658,360</b>	<b>473,360</b>	<b>(185,000)</b>	<b>-28.1%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	GENERAL FUND
Department	CERF
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
CONTRACTUAL SERVICES								
420030	DIGITAL RECORDS CONVERSION	20,897	-	-	-	20,000	20,000	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>20,897</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>	<b>0.00%</b>
CAPITAL OUTLAY								
480100	PASSENGER VEHICLES	40,377	-	-	-	35,000	35,000	0.00%
480200	P.W. VEHICLES- PICK-UP TRUCKS	36,767	206,988	-	640	70,000	70,000	0.00%
480225	P.W. VEHICLES- LG. DUMP TRUCKS	259,812	162,985	235,000	110,881	100,000	(135,000)	-57.45%
480275	P.W. VEHICLES- OTHER	188,251	792	358,000	-	615,500	257,500	71.93%
480300	POLICE VEHICLES	145,239	153,333	46,000	72,895	196,000	150,000	326.09%
480400	FIRE VEHICLES	31,919	317,061	-	14,193	30,000	30,000	0.00%
490400	OTHER EQUIP. - VILLAGE HALL	-	-	80,000	85,769	-	(80,000)	-100.00%
490550	OTHER EQUIP. - POLICE	-	-	185,000	185,000	-	(185,000)	-100.00%
490600	OTHER EQUIP. - FIRE	-	245,268	68,000	66,401	-	(68,000)	-100.00%
490650	OTHER EQUIP. - OTHER	-	2,483	-	21,093	-	-	0.00%
<b>CAPITAL OUTLAY Total</b>		<b>702,365</b>	<b>1,088,910</b>	<b>972,000</b>	<b>556,872</b>	<b>1,046,500</b>	<b>74,500</b>	<b>7.66%</b>
<b>Grand Total</b>		<b>723,261</b>	<b>1,088,910</b>	<b>972,000</b>	<b>556,872</b>	<b>1,066,500</b>	<b>94,500</b>	<b>9.72%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	CERF
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CONTRACTUAL SERVICES</b>					
420030	DIGITAL RECORDS CONVERSION				
	DOCUMENT MANAGEMENT (CIP PROJECT) (*RD*)		20,000	20,000	
	<b>Subtotal</b>		<b>20,000</b>	<b>20,000</b>	
<b>CONTRACTUAL SERVICES Total</b>			<b>20,000</b>	<b>20,000</b>	
<b>CAPITAL OUTLAY</b>					
480200	P.W. VEHICLES- PICK-UP TRUCKS				
	T-47 (PICK-UP TRUCK) (CIP PROJECT)		70,000	70,000	
	<b>Subtotal</b>		<b>70,000</b>	<b>70,000</b>	
480225	P.W. VEHICLES- LG. DUMP TRUCKS				
	T-17 (2003 - LARGE DUMP TRUCK) (CIP PROJECT)	235,000	100,000	(135,000)	-57.4%
	<b>Subtotal</b>	<b>235,000</b>	<b>100,000</b>	<b>(135,000)</b>	<b>-57.4%</b>
480275	P.W. VEHICLES- OTHER				
	SIDEWALK SNOWPLOW C-2 (CIP PROJECT)	168,000	168,000	-	0.0%
	T-24 (2005 - AERIAL LIFT TRUCK) (CIP PROJECT)	190,000	190,000	-	0.0%
	S-01 (STREET SWEEPER) (CIP PROJECT)		172,500	172,500	
	T-31 (UTILITY TRUCK) (CIP PROJECT)		85,000	85,000	
	<b>Subtotal</b>	<b>358,000</b>	<b>615,500</b>	<b>257,500</b>	<b>71.9%</b>
480300	POLICE VEHICLES				
	SQ-523 (2013 - UNMARKED SQUAD CAR) (CIP PROJECT)	46,000		(46,000)	#NULL!
	SQ-501 (MARKED SQUAD CAR) (CIP PROJECT)		49,000	49,000	
	SQ-503 (MARKED SQUAD - SHIFT SUPERVISOR) (CIP PROJECT)		49,000	49,000	
	SQ-522 (UTILITY VEHICLE - CSO) (CIP PROJECT)		49,000	49,000	
	SQ-515 HYBRID UTILITY VEHICLE (CIP PROJECT)		49,000	49,000	
	<b>Subtotal</b>	<b>46,000</b>	<b>196,000</b>	<b>150,000</b>	<b>326.1%</b>
480400	FIRE VEHICLES				
	ALL-TERRAIN VEHICLE (CIP PROJECT)		30,000	30,000	
	<b>Subtotal</b>		<b>30,000</b>	<b>30,000</b>	
490400	OTHER EQUIP. - VILLAGE HALL				
	COUNCIL CHAMBERS AV UPGRADE (CIP PROJECT)	80,000		(80,000)	#NULL!
	<b>Subtotal</b>	<b>80,000</b>		<b>(80,000)</b>	<b>#NULL!</b>
490550	OTHER EQUIP. - POLICE				
	UPGRADE FOR NEXTGEN 911 (CIP PROJECT)	185,000		(185,000)	#NULL!
	<b>Subtotal</b>	<b>185,000</b>		<b>(185,000)</b>	<b>#NULL!</b>
490600	OTHER EQUIP. - FIRE				
	CARDIAC MONITOR AND DEFIBRILLATOR (CIP PROJECT)	68,000		(68,000)	#NULL!
	<b>Subtotal</b>	<b>68,000</b>		<b>(68,000)</b>	<b>#NULL!</b>
480100	PASSENGER VEHICLES				
	P-13 (HYBRID SUV) (CIP PROJECT)		35,000	35,000	
	<b>Subtotal</b>		<b>35,000</b>	<b>35,000</b>	
<b>CAPITAL OUTLAY Total</b>		<b>972,000</b>	<b>1,046,500</b>	<b>74,500</b>	<b>7.7%</b>
<b>Grand Total</b>		<b>972,000</b>	<b>1,066,500</b>	<b>94,500</b>	<b>9.7%</b>



# Infrastructure Investment

## SERVICES

The Infrastructure Investment component of the 2022 Annual Operating Budget breaks out the projected expense for the Village's infrastructure investment. This was previously denoted as the Engineering Dedicated Program. The Village's infrastructure investment is spread across three funds: General Fund, Capital Projects Fund, and Motor Fuel Tax Fund.

### Revenue by Fund

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022
General Fund	2,656,647	2,985,400	3,250,233	3,174,404	2,848,306
Motor Fuel Tax Fund	901,962	1,587,860	1,666,700	1,656,046	1,743,500
Capital Projects Fund	-	-	3,125,000	3,125,000	-
<b>TOTAL BUDGET</b>	<b>3,558,609</b>	<b>4,573,260</b>	<b>8,041,933</b>	<b>7,955,450</b>	<b>4,591,806</b>

### Expense by Fund

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022
General Fund	3,483,804	3,520,811	2,936,155	3,322,986	3,691,330
Motor Fuel Tax Fund	635,944	1,200,000	1,795,000	1,797,500	1,795,000
Capital Projects Fund	-	-	2,326,843	2,404,488	100,000
<b>TOTAL BUDGET</b>	<b>4,119,748</b>	<b>4,720,811</b>	<b>7,057,998</b>	<b>7,524,974</b>	<b>5,586,330</b>

This program has its own separate long-range cash flows that show the beginning balances, revenues, expenses, and projected ending balances.



# Infrastructure Investment

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## PROGRAM SUMMARIES

### Infrastructure Investment

The 2022 Budget reflects the Village's commitment to funding the overall road program which includes the following maintenance projects. The largest changes in the maintenance program include the \$500,000 drawdown of reserves for additional road work and the substantial completion of the Central Avenue Reconstruction project of \$2.84 million.

- Street resurfacing - \$2,940,000  
*(includes MFT funds, Rebuild Illinois Grant Funds, and additional \$500,000 reserve drawdown)*
- Alley maintenance - \$576,000
- Street patching - \$98,000
- Pavement marking - \$54,000
- Curb replacement - \$28,000
- Pavement rejuvenation - \$80,000
- Parking Lot - \$52,000
- Active Transportation Plan - \$120,000
- Decorative Brick Repairs - \$15,000
- Brick street maintenance - \$116,000
- Brick street renovation - \$390,000
- Sidewalk replacement - \$77,000
- Crack sealing - \$27,000
- Traffic calming - \$25,000
- Central Ave. Reconstruction - \$100,000
- Engineering Services - \$411,000
- Plaza 150 - \$150,000

In addition to the maintenance projects the following capital projects are being funded through a variety of funding sources including grants.

- Electric Vehicle Charging Station – \$10,000
- Skokie/Lake Intersection Improvements - \$266,830
- Skokie Valley Bike Trail - \$50,500

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Sub-Fund	INFRASTRUCTURE INVESTMENT
Department	(All)
Program	(All)

			2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
GENERAL FUND	HOME RULE SALES TAX								
	300101	HOME RULE SALES TAX	135,350	135,350	135,350	135,350	135,350	-	0.00%
	PROPERTY TAX								
	300010	PROP. TAXES - CURRENT YR LEVY	150,000	650,000	650,000	650,000	650,000	-	0.00%
	PERMITS								
	302023	PAVEMENT DEGRADATION FEE	93,682	86,551	120,000	94,199	100,000	(20,000)	-16.67%
	LICENSES								
	301000	VEHICLE LICENSES	1,572,079	1,516,370	1,515,000	1,516,424	1,515,000	-	0.00%
	GRANT/CONTRIBUTIONS								
	375101	GRANT	-	-	-	-	10,000	10,000	0.00%
		CENTRAL AVENUE RECONSTRUCTION	386,839	371,452	517,100	517,100	-	(517,100)	-100.00%
		SKOKIE VALLEY BIKE TRAIL	-	-	25,000	25,000	50,000	25,000	100.00%
		SKOKIE/LAKE INTERSECTION	54,912	29,827	75,783	43,540	165,356	89,573	118.20%
	OTHER REVENUE								
	300175	FUEL TAX	263,785	195,850	212,000	192,791	222,600	10,600	5.00%
MOTOR FUEL TAX FUND	OTHER TAXES								
	300180	MOTOR FUEL TAX ALLOTMENTS	888,613	985,731	1,067,200	1,055,000	1,144,000	76,800	7.20%
	GRANT/CONTRIBUTIONS								
	375101	GRANT	-	595,047	595,000	595,046	595,000	-	0.00%
	INVESTMENT INCOME								
	360000	INTEREST EARNINGS	13,349	7,082	4,500	6,000	4,500	-	0.00%
CAPITAL PROJECTS FUND	BOND PROCEEDS								
	375000	BOND PROCEEDS	-	-	3,125,000	3,125,000	-	(3,125,000)	-100.00%
<b>Grand Total</b>			<b>3,558,609</b>	<b>4,573,260</b>	<b>8,041,933</b>	<b>7,955,450</b>	<b>4,591,806</b>	<b>(3,450,127)</b>	<b>-42.90%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	(All)
Department	(All)
Program	(All)
Sub-Fund	INFRASTRUCTURE INVESTMENT

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PROPERTY TAX</b>					
300010	PROP. TAXES - CURRENT YR LEVY				
	PROPERTY TAX LEVY - CURRENT	650,000	650,000	-	0.0%
	<b>Subtotal</b>	<b>650,000</b>	<b>650,000</b>	<b>-</b>	<b>0.0%</b>
<b>PROPERTY TAX Total</b>		<b>650,000</b>	<b>650,000</b>	<b>-</b>	<b>0.0%</b>
<b>PERMITS</b>					
302023	PAVEMENT DEGRADATION FEE				
	PAVEMENT DEGRADATION FEE	120,000	100,000	(20,000)	-16.7%
	<b>Subtotal</b>	<b>120,000</b>	<b>100,000</b>	<b>(20,000)</b>	<b>-16.7%</b>
<b>PERMITS Total</b>		<b>120,000</b>	<b>100,000</b>	<b>(20,000)</b>	<b>-16.7%</b>
<b>GRANT/CONTRIBUTIONS</b>					
375101	GRANT				
	STATE MFT DISTRIBUTION - BONDS	595,000	595,000	-	0.0%
	ELECTRIC VEHICLE CHARGING STATION GRANT		10,000	10,000	
	<b>Subtotal</b>	<b>595,000</b>	<b>605,000</b>	<b>10,000</b>	<b>1.7%</b>
	SKOKIE/LAKE INTERSECTION				
	SKOKIE/LAKE GRANT	75,783	165,356	89,573	118.2%
	<b>Subtotal</b>	<b>75,783</b>	<b>165,356</b>	<b>89,573</b>	<b>118.2%</b>
	SKOKIE VALLEY BIKE TRAIL				
	GRANT	25,000	50,000	25,000	100.0%
	<b>Subtotal</b>	<b>25,000</b>	<b>50,000</b>	<b>25,000</b>	<b>100.0%</b>
	CENTRAL AVENUE RECONSTRUCTION				
	CENTRAL RECONSTRUCTION GRANT	517,100		(517,100)	#NULL!
	<b>Subtotal</b>	<b>517,100</b>		<b>(517,100)</b>	<b>#NULL!</b>
<b>GRANT/CONTRIBUTIONS Total</b>		<b>1,212,883</b>	<b>820,356</b>	<b>(392,527)</b>	<b>-32.4%</b>
<b>INVESTMENT INCOME</b>					
360000	INTEREST EARNINGS				
	INTEREST EARNINGS	4,500	4,500	-	0.0%
	<b>Subtotal</b>	<b>4,500</b>	<b>4,500</b>	<b>-</b>	<b>0.0%</b>
<b>INVESTMENT INCOME Total</b>		<b>4,500</b>	<b>4,500</b>	<b>-</b>	<b>0.0%</b>
<b>BOND PROCEEDS</b>					
375000	BOND PROCEEDS				
	CENTRAL AVENUE IMPROVEMENTS BOND PROCEEDS	3,125,000		(3,125,000)	#NULL!
	<b>Subtotal</b>	<b>3,125,000</b>		<b>(3,125,000)</b>	<b>#NULL!</b>
<b>BOND PROCEEDS Total</b>		<b>3,125,000</b>		<b>(3,125,000)</b>	<b>#NULL!</b>
<b>HOME RULE SALES TAX</b>					
300101	HOME RULE SALES TAX				
	HOME RULE SALES TAX	135,350	135,350	-	0.0%
	<b>Subtotal</b>	<b>135,350</b>	<b>135,350</b>	<b>-</b>	<b>0.0%</b>
<b>HOME RULE SALES TAX Total</b>		<b>135,350</b>	<b>135,350</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER TAXES</b>					
300180	MOTOR FUEL TAX ALLOTMENTS				
	MOTOR FUEL TAX	1,067,200	1,144,000	76,800	7.2%
	<b>Subtotal</b>	<b>1,067,200</b>	<b>1,144,000</b>	<b>76,800</b>	<b>7.2%</b>
<b>OTHER TAXES Total</b>		<b>1,067,200</b>	<b>1,144,000</b>	<b>76,800</b>	<b>7.2%</b>
<b>LICENSES</b>					
301000	VEHICLE LICENSES				
	VEHICLE LICENSES	1,515,000	1,515,000	-	0.0%
	<b>Subtotal</b>	<b>1,515,000</b>	<b>1,515,000</b>	<b>-</b>	<b>0.0%</b>
<b>LICENSES Total</b>		<b>1,515,000</b>	<b>1,515,000</b>	<b>-</b>	<b>0.0%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	(All)
Department	(All)
Program	(All)
Sub-Fund	INFRASTRUCTURE INVESTMENT

		2021	2022		
OTHER REVENUE					
300175	FUEL TAX				
	LOCAL GAS TAX	212,000	222,600	10,600	5.0%
	Subtotal	212,000	222,600	10,600	5.0%
OTHER REVENUE Total		212,000	222,600	10,600	5.0%
Grand Total		8,041,933	4,591,806	(3,450,127)	-42.9%

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Sub-Fund	INFRASTRUCTURE INVESTMENT
Department	(All)
Program	(All)

			2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
GENERAL FUND	CAPITAL OUTLAY								
	425000	SIDEWALK REPLACEMENT PROGRAM	-	69,410	75,000	75,000	92,000	17,000	22.67%
	425100	CURB REPAIRS	43,043	23,766	26,000	26,000	28,000	2,000	7.69%
	425105	RETAINING WALL REPAIRS	-	-	-	-	-	-	0.00%
	425200	S.A.M.P. PROGRAM	756,114	752,948	574,000	500,000	726,000	152,000	26.48%
	425205	STREET PATCHING	200,000	92,000	95,000	95,000	98,000	3,000	3.16%
	425210	PAVEMENT SURFACE REJUVENATION	16,290	17,945	88,000	63,418	80,000	(8,000)	-9.09%
	425220	PAVEMENT MARKING PROGRAM	45,799	49,670	52,000	52,000	54,000	2,000	3.85%
	425230	BRICK STREET MAINTENANCE	238,250	73,420	113,000	113,000	116,000	3,000	2.65%
	425235	BRICK STREET RENOVATION	381,370	-	341,000	218,000	390,000	49,000	14.37%
	425240	CRACK SEALING PROGRAM	-	25,001	26,000	26,000	27,000	1,000	3.85%
	425245	TRAFFIC CALMING PROGRAM	13,360	10,835	25,000	31,495	25,000	-	0.00%
	425246	PEDESTRIAN IMPROVEMENTS	-	-	55,000	55,000	-	(55,000)	-100.00%
	425247	BIKE PLAN IMPLEMENTATION	-	-	50,000	31,110	120,000	70,000	140.00%
	425250	STREET RESURFACING PROGRAM	1,789,078	2,380,316	1,190,155	1,845,463	1,411,830	221,675	18.63%
	425255	ENGINEERING SERVICES - ROAD	-	-	166,000	190,000	151,000	(15,000)	-9.04%
	425256	ENGINEERING SERVICES - PHASE 1	-	-	20,000	1,500	260,000	240,000	1200.00%
	470350	INFRASTRUCTURE - PARKING LOTS	-	-	15,000	-	52,000	37,000	246.67%
	470375	INFRASTRUCTURE - OTHER	500	25,500	25,000	-	50,500	25,500	102.00%
	490650	OTHER EQUIP. - OTHER	-	-	-	-	10,000	10,000	0.00%
MOTOR FUEL TAX FUND	CAPITAL OUTLAY								
	470100	INFRASTRUCTURE - ROADS	635,944	1,200,000	1,795,000	1,797,500	1,795,000	-	0.00%
CAPITAL PROJECTS FUND	CAPITAL OUTLAY								
	425250	STREET RESURFACING PROGRAM	-	-	2,326,843	2,404,488	100,000	(2,226,843)	-95.70%
<b>Grand Total</b>			<b>4,119,748</b>	<b>4,720,811</b>	<b>7,057,998</b>	<b>7,524,974</b>	<b>5,586,330</b>	<b>(1,471,668)</b>	<b>-20.85%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	(All)
Program	(All)
Sub-Fund	INFRASTRUCTURE INVESTMENT

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>CAPITAL OUTLAY</b>					
425000	<b>SIDEWALK REPLACEMENT PROGRAM</b>				
	SIDEWALK REPLACEMENT PROGRAM (CIP PROJECT)	75,000	77,000	2,000	2.7%
	DECORATIVE BRICK REPAIRS (CIP PROJECT)		15,000	15,000	
	<b>Subtotal</b>	<b>75,000</b>	<b>92,000</b>	<b>17,000</b>	<b>22.7%</b>
425100	<b>CURB REPAIRS</b>				
	CURB REPLACEMENT PROGRAM (CIP PROJECT)	26,000	28,000	2,000	7.7%
	<b>Subtotal</b>	<b>26,000</b>	<b>28,000</b>	<b>2,000</b>	<b>7.7%</b>
425200	<b>S.A.M.P. PROGRAM</b>				
	ALLEY MAINTENANCE PROGRAM (CIP PROJECT)	574,000	576,000	2,000	0.3%
	PLAZA 150 (CIP PROJECT) (*RD*)		150,000	150,000	
	<b>Subtotal</b>	<b>574,000</b>	<b>726,000</b>	<b>152,000</b>	<b>26.5%</b>
425205	<b>STREET PATCHING</b>				
	STREET PATCHING PROGRAM (CIP PROJECT)	95,000	98,000	3,000	3.2%
	<b>Subtotal</b>	<b>95,000</b>	<b>98,000</b>	<b>3,000</b>	<b>3.2%</b>
425210	<b>PAVEMENT SURFACE REJUVENATION</b>				
	PAVEMENT REJUVENATION (CIP PROJECT)	88,000	80,000	(8,000)	-9.1%
	<b>Subtotal</b>	<b>88,000</b>	<b>80,000</b>	<b>(8,000)</b>	<b>-9.1%</b>
425220	<b>PAVEMENT MARKING PROGRAM</b>				
	PAVEMENT MARKING PROGRAM (CIP PROJECT)	52,000	54,000	2,000	3.8%
	<b>Subtotal</b>	<b>52,000</b>	<b>54,000</b>	<b>2,000</b>	<b>3.8%</b>
425230	<b>BRICK STREET MAINTENANCE</b>				
	BRICK STREET MAINTENANCE (CIP PROJECT)	113,000	116,000	3,000	2.7%
	<b>Subtotal</b>	<b>113,000</b>	<b>116,000</b>	<b>3,000</b>	<b>2.7%</b>
425235	<b>BRICK STREET RENOVATION</b>				
	BRICK STREET RENOVATION (CIP PROJECT)	341,000	390,000	49,000	14.4%
	<b>Subtotal</b>	<b>341,000</b>	<b>390,000</b>	<b>49,000</b>	<b>14.4%</b>
425240	<b>CRACK SEALING PROGRAM</b>				
	CRACK SEALING PROGRAM (CIP PROJECT)	26,000	27,000	1,000	3.8%
	<b>Subtotal</b>	<b>26,000</b>	<b>27,000</b>	<b>1,000</b>	<b>3.8%</b>
425245	<b>TRAFFIC CALMING PROGRAM</b>				
	TRAFFIC CALMING (CIP PROJECT)	25,000	25,000	-	0.0%
	<b>Subtotal</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>0.0%</b>
425250	<b>STREET RESURFACING PROGRAM</b>				
	ANNUAL STREET RESURFACING (ADDITIONAL FUNDS IN MFT) (CIP PROJECT)	574,000	645,000	71,000	12.4%
	CENTRAL AVENUE RECONSTRUCTION (CIP PROJECT)	2,843,943		(2,843,943)	#NULL!
	SKOKIE / LAKE INTERSECTION AND SKOKIE BLVD PATH IMPROVEMENTS (CIP PROJECT)	99,055	266,830	167,775	169.4%
	ANNUAL STREET RESURFACING (CIP PROJECT) (*RD*)		500,000	500,000	
	CENTRAL AVENUE RECONSTRUCTION		100,000	100,000	
	<b>Subtotal</b>	<b>3,516,998</b>	<b>1,511,830</b>	<b>(2,005,168)</b>	<b>-57.0%</b>
470100	<b>INFRASTRUCTURE - ROADS</b>				
	ANNUAL STREET RESURFACING (ADDITIONAL FUNDS IN DEDICATED REVENUE) (CIP PROJECT)	1,200,000	1,200,000	-	0.0%
	ANNUAL STREET RESURFACING (FUNDS FROM STATE BOND GRANTS) (CIP PROJECT)	595,000	595,000	-	0.0%
	<b>Subtotal</b>	<b>1,795,000</b>	<b>1,795,000</b>	<b>-</b>	<b>0.0%</b>
470375	<b>INFRASTRUCTURE - OTHER</b>				
	SKOKIE VALLEY BIKE TRAIL (CIP PROJECT)	25,000	50,500	25,500	102.0%
	<b>Subtotal</b>	<b>25,000</b>	<b>50,500</b>	<b>25,500</b>	<b>102.0%</b>
490650	<b>OTHER EQUIP. - OTHER</b>				



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	(All)
Department	(All)
Program	(All)
Sub-Fund	INFRASTRUCTURE INVESTMENT

		2021	2022		
490650	ELECTRIC VEHICLE CHARGING STATION (CIP PROJECT)		10,000	10,000	
	<b>Subtotal</b>		<b>10,000</b>	<b>10,000</b>	
425246	<b>PEDESTRIAN IMPROVEMENTS</b>				
	PEDESTRIAN IMPROVEMENTS (CIP PROJECT)	55,000	(55,000)	#NULL!	
	<b>Subtotal</b>	<b>55,000</b>	<b>(55,000)</b>	<b>#NULL!</b>	
425247	<b>BIKE PLAN IMPLEMENTATION</b>				
	BIKE PLAN IMPLEMENTATION (CIP PROJECT)	50,000	(50,000)	#NULL!	
	ACTIVE TRANSPORTATION PLAN (CIP PROJECT) (*RD*)		120,000	120,000	
	<b>Subtotal</b>	<b>50,000</b>	<b>120,000</b>	<b>70,000</b>	<b>140.0%</b>
425255	<b>ENGINEERING SERVICES - ROAD</b>				
	ENGINEERING SERVICES - ANNUAL CIP PROJECTS (CIP PROJECT)	166,000	151,000	(15,000)	-9.0%
	<b>Subtotal</b>	<b>166,000</b>	<b>151,000</b>	<b>(15,000)</b>	<b>-9.0%</b>
425256	<b>ENGINEERING SERVICES - PHASE 1</b>				
	ENGINEERING SERVICES - PHASE I & II ENGINEERING (CIP PROJECT)	20,000	260,000	240,000	1200.0%
	<b>Subtotal</b>	<b>20,000</b>	<b>260,000</b>	<b>240,000</b>	<b>1200.0%</b>
470350	<b>INFRASTRUCTURE - PARKING LOTS</b>				
	PARKING LOT PAVING (CIP PROJECT)	15,000		(15,000)	#NULL!
	PARKING LOT PAVING PROGRAM (CIP PROJECT) (*RD*)		52,000	52,000	
	<b>Subtotal</b>	<b>15,000</b>	<b>52,000</b>	<b>37,000</b>	<b>246.7%</b>
<b>CAPITAL OUTLAY Total</b>		<b>7,057,998</b>	<b>5,586,330</b>	<b>(1,471,668)</b>	<b>-20.9%</b>
<b>Grand Total</b>		<b>7,057,998</b>	<b>5,586,330</b>	<b>(1,471,668)</b>	<b>-20.9%</b>



# Pension Funds



## **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.

## **Section 105 Fund**

Accounts for the benefit payments for Section 105 Plans that covers all eligible full-time employees for the Village.

**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	General Fund Budget	Pension Cost as a % of Budget	Tax Levy	Pension Cost as a % Tax Levy
1998	511,477	264,800	332,000	1,108,277	-1.6%	18,664,390	5.9%	7,072,200	15.7%
1999	488,454	260,000	360,000	1,108,454	0.0%	19,113,755	5.8%	7,384,700	15.0%
2000	425,404	277,000	465,000	1,167,404	5.3%	20,847,566	5.6%	7,642,700	15.3%
2001	272,326	378,000	541,000	1,191,326	2.0%	21,635,895	5.5%	7,994,173	14.9%
2002	223,799	511,000	638,000	1,372,799	15.2%	21,639,970	6.3%	8,461,616	16.2%
2003	127,141	624,000	748,000	1,499,141	9.2%	22,307,585	6.7%	8,968,044	16.7%
2004	373,520	774,300	818,350	1,966,170	31.2%	23,402,358	8.4%	9,505,136	20.7%
2005	568,877	789,400	1,078,808	2,437,085	24.0%	25,529,180	9.5%	10,306,726	23.6%
2006	663,056	860,000	1,118,000	2,641,056	8.4%	27,326,786	9.7%	10,925,600	24.2%
2007	707,886	1,016,400	1,245,800	2,970,086	12.5%	29,851,632	9.9%	11,801,600	25.2%
2008	687,857	1,112,000	1,394,000	3,193,857	7.5%	29,248,565	10.9%	12,272,800	26.0%
2009	702,537	1,300,000	1,620,000	3,622,537	13.4%	31,431,540	11.5%	12,999,000	27.9%
2010	745,407	1,540,900	1,880,700	4,167,007	15.0%	29,511,690	14.1%	13,513,000	30.8%
2011	827,091	1,752,700	2,152,600	4,732,391	13.6%	30,354,770	15.6%	14,016,100	33.8%
2012	934,951	1,843,600	2,217,700	4,996,251	5.6%	31,191,717	16.0%	14,533,400	34.4%
2013	1,041,673	1,800,000	2,211,300	5,052,973	1.1%	32,326,730	15.6%	15,039,800	33.6%
2014	1,148,105	1,800,000	2,200,000	5,148,105	1.9%	33,168,940	15.5%	15,548,900	33.1%
2015	1,073,530	1,763,100	2,296,000	5,132,630	-0.3%	35,521,310	14.4%	16,070,450	31.9%
2016	1,139,375	2,029,600	2,486,700	5,655,675	10.2%	36,282,071	15.6%	16,607,923	34.1%
2017	1,133,085	2,023,000	2,609,000	5,765,085	1.9%	38,291,855	15.1%	17,433,764	33.1%
2018	1,200,252	2,127,000	2,750,000	6,077,252	5.4%	33,852,245	18.0%	18,122,196	33.5%
2019	984,102	2,273,000	2,823,000	6,080,102	0.0%	35,103,675	17.3%	18,620,800	32.7%
2020	1,249,690	2,492,000	2,935,000	6,676,690	9.8%	37,218,160	17.9%	19,549,400	34.2%
2021 Estimate	1,228,804	2,705,000	3,376,000	7,309,804	9.5%	35,570,412	20.6%	20,326,000	36.0%
2022 Budget	1,282,159	2,705,000	3,376,000	7,363,159	0.7%	39,148,544	18.8%	20,826,300	35.4%

<b>% Change from 2021</b>	<b>4.34%</b>	<b>0.00%</b>	<b>0.00%</b>
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<b>% Change from 1998</b>	<b>150.68%</b>	<b>921.53%</b>	<b>916.87%</b>	<b>564.38%</b>
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<b>25 Year Average Compounded Annual Growth</b>	<b>3.74%</b>	<b>9.74%</b>	<b>9.72%</b>	<b>7.87%</b>
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## FUND SUMMARY

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 SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Investment Income	8,819,891	7,317,306	3,800,000	3,800,000	3,800,000	-
Property Tax	2,823,000	2,859,000	3,126,000	3,126,000	3,126,000	-
Interfund Transfer	-	76,000	250,000	250,000	250,000	-
Employee Contribution	442,442	458,589	483,000	468,870	483,000	-
<b>TOTAL REVENUES</b>	<b>12,085,333</b>	<b>10,710,895</b>	<b>7,659,000</b>	<b>7,644,870</b>	<b>7,659,000</b>	<b>-</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Services	4,136,671	4,247,409	4,670,000	4,650,000	4,806,000	136,000
Contractual Services	85,519	71,589	156,200	156,000	171,200	15,000
Other Expenses	9,100	8,795	13,000	13,000	13,000	-
<b>TOTAL EXPENSES</b>	<b>4,231,290</b>	<b>4,327,793</b>	<b>4,839,200</b>	<b>4,819,000</b>	<b>4,990,200</b>	<b>151,000</b>

## 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 employee 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 0.05% 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, 2020, the Fund accrued liabilities of \$82.4 million and assets of \$53.4 million (a 64.8% 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 \$3,376,000 reflects a 0% increase from 2021.

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	FIREFIGHTERS' PENSION FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
OTHER INCOME								
309099	OTHER INCOME	-	-	-	-	-	-	0.00%
<b>OTHER INCOME Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
INVESTMENT INCOME		8,819,891	7,317,306	3,800,000	3,800,000	3,800,000	-	0.00%
PROPERTY TAX								
300010	PROP. TAXES - CURRENT YR LEVY	2,823,000	2,859,000	3,126,000	3,126,000	3,126,000	-	0.00%
<b>PROPERTY TAX Total</b>		<b>2,823,000</b>	<b>2,859,000</b>	<b>3,126,000</b>	<b>3,126,000</b>	<b>3,126,000</b>	<b>-</b>	<b>0.00%</b>
INTERFUND TRANSFER								
374100	GENERAL FUND TRANSFER	-	76,000	250,000	250,000	250,000	-	0.00%
<b>INTERFUND TRANSFER Total</b>		<b>-</b>	<b>76,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>0.00%</b>
EMPLOYEE CONTRIBUTIONS								
320000	EMPLOYEE PENSION CONTRIBUTIONS	442,442	458,589	483,000	468,870	483,000	-	0.00%
<b>EMPLOYEE CONTRIBUTIONS Total</b>		<b>442,442</b>	<b>458,589</b>	<b>483,000</b>	<b>468,870</b>	<b>483,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>12,085,333</b>	<b>10,710,895</b>	<b>7,659,000</b>	<b>7,644,870</b>	<b>7,659,000</b>	<b>-</b>	<b>0.00%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	FIREFIGHTERS' PENSION FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PROPERTY TAX</b>					
300010	PROP. TAXES - CURRENT YR LEVY				
	PROPERTY TAX LEVY - CURRENT	3,126,000	3,126,000	-	0.0%
	<b>Subtotal</b>	<b>3,126,000</b>	<b>3,126,000</b>	<b>-</b>	<b>0.0%</b>
<b>PROPERTY TAX Total</b>		<b>3,126,000</b>	<b>3,126,000</b>	<b>-</b>	<b>0.0%</b>
<b>EMPLOYEE CONTRIBUTIONS</b>					
320000	EMPLOYEE PENSION CONTRIBUTIONS				
	EMPLOYEE PENSION CONTRIBUTIONS (FIRE)	483,000	483,000	-	0.0%
	<b>Subtotal</b>	<b>483,000</b>	<b>483,000</b>	<b>-</b>	<b>0.0%</b>
<b>EMPLOYEE CONTRIBUTIONS Total</b>		<b>483,000</b>	<b>483,000</b>	<b>-</b>	<b>0.0%</b>
<b>INTERFUND TRANSFER</b>					
374100	GENERAL FUND TRANSFER				
	GENERAL FUND TRANSFER	250,000	250,000	-	0.0%
	<b>Subtotal</b>	<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>0.0%</b>
<b>INTERFUND TRANSFER Total</b>		<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>0.0%</b>
<b>INVESTMENT INCOME</b>					
360000	INTEREST EARNINGS				
	INTEREST EARNINGS	3,800,000	3,800,000	-	0.0%
	<b>Subtotal</b>	<b>3,800,000</b>	<b>3,800,000</b>	<b>-</b>	<b>0.0%</b>
<b>INVESTMENT INCOME Total</b>		<b>3,800,000</b>	<b>3,800,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>7,659,000</b>	<b>7,659,000</b>	<b>-</b>	<b>0.0%</b>



**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	FIREFIGHTERS' PENSION FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
411000	PENSION PAYMENTS	4,136,671	4,247,409	4,620,000	4,600,000	4,756,000	136,000	2.94%
411010	PENSION CONTRIBUTION REFUNDS	-	-	50,000	50,000	50,000	-	0.00%
<b>PERSONNEL EXPENSE Total</b>		<b>4,136,671</b>	<b>4,247,409</b>	<b>4,670,000</b>	<b>4,650,000</b>	<b>4,806,000</b>	<b>136,000</b>	<b>2.91%</b>
CONTRACTUAL SERVICES								
420020	PROFESSIONAL SERVICES	81,519	65,519	150,200	150,000	165,200	15,000	9.99%
420100	ANNUAL AUDIT	4,000	6,000	6,000	6,000	6,000	-	0.00%
420150	BANK CHARGES	-	70	-	-	-	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>85,519</b>	<b>71,589</b>	<b>156,200</b>	<b>156,000</b>	<b>171,200</b>	<b>15,000</b>	<b>9.60%</b>
OTHER EXPENSE								
447500	D.O.I. STATE REPORT FILING FEE	8,000	8,000	8,000	8,000	8,000	-	0.00%
447550	OTHER PENSION ADMIN. EXPENSE	1,100	795	5,000	5,000	5,000	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>9,100</b>	<b>8,795</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>4,231,290</b>	<b>4,327,793</b>	<b>4,839,200</b>	<b>4,819,000</b>	<b>4,990,200</b>	<b>151,000</b>	<b>3.12%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	FIREFIGHTERS' PENSION FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
411000	PENSION PAYMENTS				
	PENSION PAYMENTS	4,620,000	4,756,000	136,000	2.9%
	<b>Subtotal</b>	<b>4,620,000</b>	<b>4,756,000</b>	<b>136,000</b>	<b>2.9%</b>
411010	PENSION CONTRIBUTION REFUNDS				
	PENSION CONTRIBUTION REFUNDS	50,000	50,000	-	0.0%
	<b>Subtotal</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>4,670,000</b>	<b>4,806,000</b>	<b>136,000</b>	<b>2.9%</b>
<b>CONTRACTUAL SERVICES</b>					
420020	PROFESSIONAL SERVICES				
	FINANCIAL SERVICES (ACTUARIAL, MONEY MANAGEMENT, ETC.)	150,200	165,200	15,000	10.0%
	<b>Subtotal</b>	<b>150,200</b>	<b>165,200</b>	<b>15,000</b>	<b>10.0%</b>
420100	ANNUAL AUDIT				
	FINANCIAL AUDIT, INCLUDING CERTIFICATION BY GOVERNMENT FINANCE OFFICERS' ASSOCIATION	6,000	6,000	-	0.0%
	<b>Subtotal</b>	<b>6,000</b>	<b>6,000</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>156,200</b>	<b>171,200</b>	<b>15,000</b>	<b>9.6%</b>
<b>OTHER EXPENSE</b>					
447500	D.O.I. STATE REPORT FILING FEE				
	D.O.I. STATE REPORT FILING FEE	8,000	8,000	-	0.0%
	<b>Subtotal</b>	<b>8,000</b>	<b>8,000</b>	<b>-</b>	<b>0.0%</b>
447550	OTHER PENSION ADMIN. EXPENSE				
	OTHER PENSION ADMIN. EXPENSE	5,000	5,000	-	0.0%
	<b>Subtotal</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>13,000</b>	<b>13,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>4,839,200</b>	<b>4,990,200</b>	<b>151,000</b>	<b>3.1%</b>



## FUND SUMMARY

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 SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Investment Income	8,814,757	6,995,438	3,800,000	3,800,000	3,800,000	-
Property Tax	2,273,000	2,377,000	2,455,000	2,455,000	2,455,000	-
Interfund Transfer	-	115,000	250,000	250,000	250,000	-
Employee Contributions	470,099	486,717	508,000	503,318	536,000	28,000
<b>TOTAL REVENUES</b>	<b>11,557,856</b>	<b>9,974,155</b>	<b>7,013,000</b>	<b>7,008,318</b>	<b>7,041,000</b>	<b>28,000</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Services	3,601,127	3,651,865	4,115,000	4,124,000	4,115,000	-
Contractual Services	89,408	73,117	156,200	156,000	171,200	15,000
Other Expenses	9,780	8,795	13,000	13,000	13,000	-
<b>TOTAL EXPENSES</b>	<b>3,700,316</b>	<b>3,733,777</b>	<b>4,284,200</b>	<b>4,293,000</b>	<b>4,299,200</b>	<b>15,000</b>

## 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 0.05% 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, 2020, the Fund accrued liabilities of \$77.9 million and assets of \$54.0 million (a 69.3% 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 \$2,705,000 reflects an 0.0% increase from 2021.

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	POLICE PENSION FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
OTHER INCOME								
309099	OTHER INCOME	-	-	-	-	-	-	0.00%
<b>OTHER INCOME Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
INVESTMENT INCOME		8,814,757	6,995,438	3,800,000	3,800,000	3,800,000	-	0.00%
PROPERTY TAX								
300010	PROP. TAXES - CURRENT YR LEVY	2,273,000	2,377,000	2,455,000	2,455,000	2,455,000	-	0.00%
<b>PROPERTY TAX Total</b>		<b>2,273,000</b>	<b>2,377,000</b>	<b>2,455,000</b>	<b>2,455,000</b>	<b>2,455,000</b>	<b>-</b>	<b>0.00%</b>
INTERFUND TRANSFER								
374100	GENERAL FUND TRANSFER	-	115,000	250,000	250,000	250,000	-	0.00%
<b>INTERFUND TRANSFER Total</b>		<b>-</b>	<b>115,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>0.00%</b>
EMPLOYEE CONTRIBUTIONS								
320000	EMPLOYEE PENSION CONTRIBUTIONS	470,099	486,717	508,000	503,318	536,000	28,000	5.51%
<b>EMPLOYEE CONTRIBUTIONS Total</b>		<b>470,099</b>	<b>486,717</b>	<b>508,000</b>	<b>503,318</b>	<b>536,000</b>	<b>28,000</b>	<b>5.51%</b>
<b>Grand Total</b>		<b>11,557,856</b>	<b>9,974,155</b>	<b>7,013,000</b>	<b>7,008,318</b>	<b>7,041,000</b>	<b>28,000</b>	<b>0.40%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	POLICE PENSION FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PROPERTY TAX</b>					
300010	PROP. TAXES - CURRENT YR LEVY				
	PROPERTY TAX LEVY - CURRENT	2,455,000	2,455,000	-	0.0%
	<b>Subtotal</b>	<b>2,455,000</b>	<b>2,455,000</b>	<b>-</b>	<b>0.0%</b>
<b>PROPERTY TAX Total</b>		<b>2,455,000</b>	<b>2,455,000</b>	<b>-</b>	<b>0.0%</b>
<b>EMPLOYEE CONTRIBUTIONS</b>					
320000	EMPLOYEE PENSION CONTRIBUTIONS				
	EMPLOYEE PENSION CONTRIBUTIONS (POLICE)	508,000	536,000	28,000	5.5%
	<b>Subtotal</b>	<b>508,000</b>	<b>536,000</b>	<b>28,000</b>	<b>5.5%</b>
<b>EMPLOYEE CONTRIBUTIONS Total</b>		<b>508,000</b>	<b>536,000</b>	<b>28,000</b>	<b>5.5%</b>
<b>INTERFUND TRANSFER</b>					
374100	GENERAL FUND TRANSFER				
	GENERAL FUND TRANSFER	250,000	250,000	-	0.0%
	<b>Subtotal</b>	<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>0.0%</b>
<b>INTERFUND TRANSFER Total</b>		<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>0.0%</b>
<b>INVESTMENT INCOME</b>					
360000	INTEREST EARNINGS				
	INTEREST EARNINGS	3,800,000	3,800,000	-	0.0%
	<b>Subtotal</b>	<b>3,800,000</b>	<b>3,800,000</b>	<b>-</b>	<b>0.0%</b>
<b>INVESTMENT INCOME Total</b>		<b>3,800,000</b>	<b>3,800,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>7,013,000</b>	<b>7,041,000</b>	<b>28,000</b>	<b>0.4%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	POLICE PENSION FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
411000	PENSION PAYMENTS	3,587,366	3,651,865	4,065,000	4,074,000	4,065,000	-	0.00%
411010	PENSION CONTRIBUTION REFUNDS	13,761	-	50,000	50,000	50,000	-	0.00%
<b>PERSONNEL EXPENSE Total</b>		<b>3,601,127</b>	<b>3,651,865</b>	<b>4,115,000</b>	<b>4,124,000</b>	<b>4,115,000</b>	<b>-</b>	<b>0.00%</b>
CONTRACTUAL SERVICES								
420020	PROFESSIONAL SERVICES	85,408	67,117	150,200	150,000	165,200	15,000	9.99%
420100	ANNUAL AUDIT	4,000	6,000	6,000	6,000	6,000	-	0.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>89,408</b>	<b>73,117</b>	<b>156,200</b>	<b>156,000</b>	<b>171,200</b>	<b>15,000</b>	<b>9.60%</b>
OTHER EXPENSE								
447500	D.O.I. STATE REPORT FILING FEE	8,000	8,000	8,000	8,000	8,000	-	0.00%
447550	OTHER PENSION ADMIN. EXPENSE	1,780	795	5,000	5,000	5,000	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>9,780</b>	<b>8,795</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>3,700,316</b>	<b>3,733,777</b>	<b>4,284,200</b>	<b>4,293,000</b>	<b>4,299,200</b>	<b>15,000</b>	<b>0.35%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	POLICE PENSION FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
411000	PENSION PAYMENTS				
	PENSION PAYMENTS	4,065,000	4,065,000	-	0.0%
	<b>Subtotal</b>	<b>4,065,000</b>	<b>4,065,000</b>	<b>-</b>	<b>0.0%</b>
411010	PENSION CONTRIBUTION REFUNDS				
	PENSION CONTRIBUTION REFUNDS	50,000	50,000	-	0.0%
	<b>Subtotal</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>4,115,000</b>	<b>4,115,000</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES</b>					
420020	PROFESSIONAL SERVICES				
	FINANCIAL SERVICES (ACTUARIAL, MONEY MANAGEMENT, ETC.)	150,200	165,200	15,000	10.0%
	<b>Subtotal</b>	<b>150,200</b>	<b>165,200</b>	<b>15,000</b>	<b>10.0%</b>
420100	ANNUAL AUDIT				
	FINANCIAL AUDIT, INCLUDING CERTIFICATION BY GOVERNMENT FINANCE OFFICERS' ASSOCIATION	6,000	6,000	-	0.0%
	<b>Subtotal</b>	<b>6,000</b>	<b>6,000</b>	<b>-</b>	<b>0.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>156,200</b>	<b>171,200</b>	<b>15,000</b>	<b>9.6%</b>
<b>OTHER EXPENSE</b>					
447500	D.O.I. STATE REPORT FILING FEE				
	D.O.I. STATE REPORT FILING FEE	8,000	8,000	-	0.0%
	<b>Subtotal</b>	<b>8,000</b>	<b>8,000</b>	<b>-</b>	<b>0.0%</b>
447550	OTHER PENSION ADMIN. EXPENSE				
	OTHER PENSION ADMIN. EXPENSE	5,000	5,000	-	0.0%
	<b>Subtotal</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>13,000</b>	<b>13,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>4,284,200</b>	<b>4,299,200</b>	<b>15,000</b>	<b>0.4%</b>





## FUND SUMMARY

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 SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Investment Income	30,650	10,389	15,000	11,981	15,000	-
<b>Contributions from other Funds</b>						
General Fund	231,374	229,256	206,376	206,376	210,032	3,656
Municipal Garage	9,180	6,130	11,475	11,475	8,938	(2,537)
Parking Meter Fund	-	-	538	538	-	(538)
Sewer Fund	6,125	6,137	7,355	7,355	7,313	(42)
Water Fund	33,321	27,477	34,250	34,250	33,719	(531)
<b>TOTAL REVENUES</b>	<b>280,000</b>	<b>269,000</b>	<b>259,994</b>	<b>259,994</b>	<b>260,002</b>	<b>8</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Services	302,265	297,789	310,000	306,887	310,000	-
<b>TOTAL EXPENSES</b>	<b>302,265</b>	<b>297,789</b>	<b>310,000</b>	<b>306,887</b>	<b>310,000</b>	<b>-</b>

## 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, 2019, the Fund had an actuarial liability of \$2,001,487 and assets of \$57,381 (a 2.9% funding ratio) for current employees. 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 as retirees are 100% funded. Under this previous method, the actuarial liability would be \$3,374,226 with assets of \$1,457,124 (a 43.2% funding ratio).



The contribution history for the fund is:

Year	Amount
2009	148,800
2010	165,000
2011	180,000
2012	190,000
2013	217,500
2014	260,000
2015	250,700
2016	248,000
2017	249,000
2018	253,000
2019	280,000
2020	269,000
2021	259,000
2022	260,000

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	SECTION 105 FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
INVESTMENT INCOME								
360000	INTEREST EARNINGS	30,650	10,389	15,000	11,981	15,000	-	0.00%
<b>INVESTMENT INCOME Total</b>		<b>30,650</b>	<b>10,389</b>	<b>15,000</b>	<b>11,981</b>	<b>15,000</b>	<b>-</b>	<b>0.00%</b>
INTERFUND TRANSFER								
310010	GENERAL FUND CONTRIBUTION	231,374	229,256	206,376	206,376	210,032	3,656	1.77%
310020	MUNIC. GARAGE CONTRIBUTION	9,180	6,130	11,475	11,475	8,938	(2,537)	-22.11%
310025	PARKING METER FUND CONTRIB.	-	-	538	538	-	(538)	-100.00%
310030	SEWER FUND CONTRIBUTION	6,125	6,137	7,355	7,355	7,313	(42)	-0.57%
310040	WATER FUND CONTRIBUTION	33,321	27,477	34,250	34,250	33,719	(531)	-1.55%
<b>INTERFUND TRANSFER Total</b>		<b>280,000</b>	<b>269,000</b>	<b>259,994</b>	<b>259,994</b>	<b>260,002</b>	<b>8</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>310,650</b>	<b>279,389</b>	<b>274,994</b>	<b>271,975</b>	<b>275,002</b>	<b>8</b>	<b>0.00%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	SECTION 105 FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>INTERFUND TRANSFER</b>					
310010	<b>GENERAL FUND CONTRIBUTION</b>				
	GENERAL FUND CONTRIBUTION (SECTION 105)	206,376	210,032	3,656	1.8%
	<b>Subtotal</b>	<b>206,376</b>	<b>210,032</b>	<b>3,656</b>	<b>1.8%</b>
310020	<b>MUNIC. GARAGE CONTRIBUTION</b>				
	MUNICIPAL GARAGE CONTRIBUTION (SECTION 105)	11,475	8,938	(2,537)	-22.1%
	<b>Subtotal</b>	<b>11,475</b>	<b>8,938</b>	<b>(2,537)</b>	<b>-22.1%</b>
310025	<b>PARKING METER FUND CONTRIB.</b>				
	PARKING METER FUND CONTRIBUTION (SECTION 105)	538		(538)	#NULL!
	<b>Subtotal</b>	<b>538</b>		<b>(538)</b>	<b>#NULL!</b>
310030	<b>SEWER FUND CONTRIBUTION</b>				
	SEWER FUND CONTRIBUTION (SECTION 105)	7,355	7,313	(42)	-0.6%
	<b>Subtotal</b>	<b>7,355</b>	<b>7,313</b>	<b>(42)</b>	<b>-0.6%</b>
310040	<b>WATER FUND CONTRIBUTION</b>				
	WATER FUND CONTRIBUTION (SECTION 105)	34,250	33,719	(531)	-1.6%
	<b>Subtotal</b>	<b>34,250</b>	<b>33,719</b>	<b>(531)</b>	<b>-1.6%</b>
<b>INTERFUND TRANSFER Total</b>		<b>259,994</b>	<b>260,002</b>	<b>8</b>	<b>0.0%</b>
<b>INVESTMENT INCOME</b>					
360000	<b>INTEREST EARNINGS</b>				
	INTEREST EARNINGS	15,000	15,000	-	0.0%
	<b>Subtotal</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>0.0%</b>
<b>INVESTMENT INCOME Total</b>		<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>274,994</b>	<b>275,002</b>	<b>8</b>	<b>0.0%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Account Type	EXPENSE
Fund	SECTION 105 FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
413040	HEALTH INSUR. - RETIREES	-	-	-	6,887	-	-	0.00%
417500	SECTION 105 MEDICAL REIMB.	302,265	297,789	310,000	300,000	310,000	-	0.00%
<b>PERSONNEL EXPENSE Total</b>		<b>302,265</b>	<b>297,789</b>	<b>310,000</b>	<b>306,887</b>	<b>310,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>302,265</b>	<b>297,789</b>	<b>310,000</b>	<b>306,887</b>	<b>310,000</b>	<b>-</b>	<b>0.00%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	SECTION 105 FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
417500	<b>SECTION 105 MEDICAL REIMB.</b>				
	SECTION 105 MEDICAL REIMB.	310,000	310,000	-	0.0%
	<b>Subtotal</b>	<b>310,000</b>	<b>310,000</b>	-	<b>0.0%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>310,000</b>	<b>310,000</b>	-	<b>0.0%</b>
<b>Grand Total</b>		<b>310,000</b>	<b>310,000</b>	-	<b>0.0%</b>



# Internal Service Funds

**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.





## FUND SUMMARY

The Municipal Garage Fund accounts for the distribution of automotive expense to the user departments. The expenses for maintaining the Village's fleet of vehicles are distributed to the various user departments throughout the budget through this internal service fund. These expenses are allocated to various other programs as Automotive Expense; Services include the operation, maintenance & repair of Village-owned vehicles; and the centralized fueling facility for Village and School District vehicles. The following is a breakdown of the Village's fleet.

- The Engineering and Public Works Department has a total of 83 Vehicles which includes 33 pieces of construction equipment and seven transfer or reassigned vehicles. A total of 10 vehicles were added over the previous year's subtotal, includes three transfer vehicles and seven trailer units.
- The Fire Department has a total of 20 vehicles which includes six fire apparatus (one ladder, three pumpers and two rescue squads), four ambulances, two incident command vehicles, two pick-up trucks, three utility vehicles (Fire Chief, Deputy Chief and Battalion Chief), one boat, one fire safety educational trailer, and one transfer or reassigned vehicle.
- 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 vehicle and one speed enforcement trailer.
- The Departments at Village Hall have a total of 16 vehicles which includes 13 transfer or reassigned vehicles, one utility truck (Facilities Maintenance) and two utility vehicles (Village Engineers). A total of six vehicles were added over the previous year's subtotal, includes one utility vehicle and five transfer vehicles.
- The Water Management Department has a total of 5 vehicles which includes two utility vans, one pick-up truck and two transfer or reassigned vehicles.

## BUDGET SUMMARY

### Revenue by Category

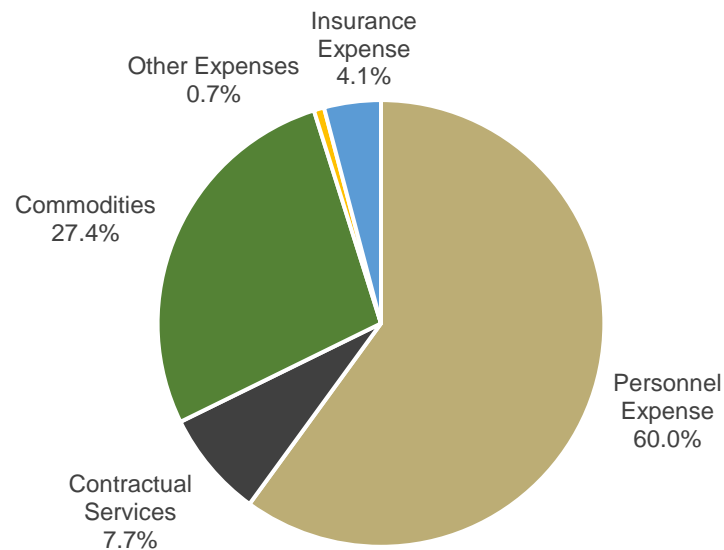
	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Insurance Recoveries	3,778	7,150	3,000	3,000	3,000	-
<b>Contributions from other Funds</b>						
General Fund	1,127,107	1,053,249	1,138,887	1,136,182	1,161,656	22,769
Sewer Fund	117,290	109,530	125,139	120,955	123,733	(1,406)
Water Fund	134,530	125,620	155,004	143,525	146,940	(8,064)
<b>TOTAL REVENUES</b>	<b>1,378,927</b>	<b>1,288,399</b>	<b>1,419,030</b>	<b>1,400,662</b>	<b>1,432,329</b>	<b>13,299</b>



## Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Personnel Expense*	859,132	900,039	945,145	902,903	861,465	(83,680)
Contractual Services	84,929	105,851	106,340	154,937	110,820	4,480
Commodities	372,316	281,320	357,650	399,657	393,304	35,654
Other Expenses	7,328	8,339	8,740	8,917	10,740	2,000
Insurance Expense	59,000	-	-	-	59,000	59,000
<b>TOTAL EXPENSES</b>	<b>1,382,705</b>	<b>1,295,549</b>	<b>1,417,875</b>	<b>1,466,414</b>	<b>1,435,329</b>	<b>17,454</b>

\*Headcount and Organizational Structure information is included in the Engineering and Public Works Department section



## BUDGET ANALYSIS

The increase of \$59,000 for the insurance expense is the restoration of the automobile insurance premium for IRMA. In 2019 and 2020, reserves were used to offset the premium expenditure.

The increase in commodities is primarily attributable to an increase of \$30,229 for fuel due to increase per gallon costs for gasoline and diesel fuel. The Village uses an average of 76,800 gallons of fuel annually.

# Engineering and Public Works



## ACTIVITY MEASURES

		2018	2019	2020	2021
<b>Engineering and Public Works</b>					
Total Vehicles		73	73	73	83
Average Age of Fleet		11.04	10.47	10.38	11.15
Preventative Maintenance -Scheduled*		395	395	395	437
Preventative Maintenance -Actual		478	650	390	480
Breakdown Repairs -Actual		405	328	255	261
PM/Breakdowns - Ratio		1.18	1.98	1.53	1.84
Fuel Consumption (Gallons)	Gas	9,937	9,418	8,303	9,101
	Diesel	24,095	25,186	18,222	26,908
<b>Fire</b>					
Total Vehicles		19	18	20	20
Average Age of Fleet		11.47	10.33	10.15	11.35
Preventative Maintenance -Scheduled*		38	36	36	36
Preventative Maintenance -Actual		96	126	121	40
Breakdown Repairs -Actual		163	177	180	130
PM/Breakdowns - Ratio		0.59	0.71	0.67	0.31
Fuel Consumption (Gallons)	Gas	2,123	2,307	1,914	4,216
	Diesel	6,631	6,807	5,862	4,567
<b>Police</b>					
Total Vehicles		27	27	27	27
Average Age of Fleet		7.60	8.60	5.20	5.48
Preventative Maintenance -Scheduled*		80	80	80	80
Preventative Maintenance -Actual		159	173	165	88
Breakdown Repairs -Actual		111	93	86	36
PM/Breakdowns - Ratio		1.43	1.86	1.92	2.44
Fuel Consumption (Gallons)	Gas	28,365	29,204	26,861	24,290
	Diesel	-	-	-	-



# Engineering and Public Works

		2018	2019	2020	2021
<b>Village Hall</b>					
Total Vehicles		10	10	10	16
Average Age of Fleet		15.40	16.40	17.40	12.43
Preventative Maintenance -Scheduled*		30	30	30	48
Preventative Maintenance -Actual		8	32	15	24
Breakdown Repairs -Actual		9	18	12	24
PM/Breakdowns - Ratio		0.90	1.77	1.25	1.00
Fuel Consumption (Gallons)	Gas	1,218	2,428	2,000	1,952
	Diesel	-	-	-	-
<b>Water Management</b>					
Total Vehicles		5	5	5	5
Average Age of Fleet		12.20	5.80	6.80	7.80
Preventative Maintenance -Scheduled*		15	15	15	15
Preventative Maintenance -Actual		30	24	13	15
Breakdown Repairs -Actual		18	19	8	5
PM/Breakdowns - Ratio		1.66	1.26	1.63	3
Fuel Consumption (Gallons)	Gas	1,766	1,664	1,269	1,249
	Diesel	-	-	-	-

*\*Preventative maintenance-scheduled denotes minimum service level; additional preventative maintenance may occur depending on actual vehicle usage or miles driven.*

**Village of Willmette**  
*Proposed 2022 Budget - Municipal Garage Allocation*



		2019 Actual	2020 Actual	2021 Budget	Allocation Percent	2021 Estimate	2022 Budget	Allocation Percent
<b>General Fund</b>								
Administrative Services	11051210-440500	2,090	1,910	1,422	0.1%	1,810	1,819	0.1%
Community Development	11091845-440500	16,570	15,480	14,220	1.0%	15,887	15,963	1.1%
Engineering	11202035-440500	9,690	9,030	5,688	0.4%	8,122	8,161	0.6%
Streets	11233030-440500	537,167	502,479	457,027	32.2%	513,903	516,366	36.1%
Tree Maintenance	11303030-440500	29,670	27,700	42,661	3.0%	35,951	36,123	2.5%
Street Lighting	11333030-440500	21,390	19,960	17,062	1.2%	19,938	20,034	1.4%
Building & Grounds	11342035-440500	11,050	10,310	13,509	1.0%	12,337	12,396	0.9%
Police - Operations	11414020-440500	212,490	198,410	253,832	17.9%	234,928	236,054	16.5%
Fire	11515020-440500	286,990	267,970	333,466	23.5%	313,240	314,741	22.0%
<b>General Fund Total</b>		<b>1,127,107</b>	<b>1,053,249</b>	<b>1,138,887</b>	<b>80.3%</b>	<b>1,156,116</b>	<b>1,161,656</b>	<b>81.1%</b>
<b>Sewer Fund</b>								
Sewer Maintenance	40807090-440500	117,290	109,530	125,139	8.8%	123,143	123,733	8.6%
<b>Sewer Fund Total</b>		<b>117,290</b>	<b>109,530</b>	<b>125,139</b>	<b>8.8%</b>	<b>123,143</b>	<b>123,733</b>	<b>8.6%</b>
<b>Water Fund</b>								
Water Distribution	41838090-440500	117,290	109,530	125,139	8.8%	123,143	123,733	8.6%
Water Meter Maintenance	41828090-440500	8,970	8,350	16,356	1.2%	12,369	12,428	0.9%
Water Plant	41818090-440500	8,270	7,740	13,509	1.0%	10,727	10,778	0.8%
<b>Water Fund Total</b>		<b>134,530</b>	<b>125,620</b>	<b>155,004</b>	<b>10.9%</b>	<b>146,239</b>	<b>146,940</b>	<b>10.3%</b>
<b>Grand Total</b>		<b>1,378,927</b>	<b>1,288,399</b>	<b>1,419,030</b>	<b>100.0%</b>	<b>1,425,498</b>	<b>1,432,329</b>	<b>100.0%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	MUNICIPAL GARAGE
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
OTHER INCOME								
309050	INSURANCE REIMBURSEMENTS	3,778	7,150	3,000	3,000	3,000	-	0.00%
<b>OTHER INCOME Total</b>		<b>3,778</b>	<b>7,150</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.00%</b>
INTERFUND TRANSFER								
310010	GENERAL FUND CONTRIBUTION	1,127,107	1,053,249	1,138,887	1,136,182	1,161,656	22,769	2.00%
310030	SEWER FUND CONTRIBUTION	117,290	109,530	125,139	120,955	123,733	(1,406)	-1.12%
310040	WATER FUND CONTRIBUTION	134,530	125,620	155,004	143,525	146,940	(8,064)	-5.20%
<b>INTERFUND TRANSFER Total</b>		<b>1,378,927</b>	<b>1,288,399</b>	<b>1,419,030</b>	<b>1,400,662</b>	<b>1,432,329</b>	<b>13,299</b>	<b>0.94%</b>
<b>Grand Total</b>		<b>1,382,705</b>	<b>1,295,549</b>	<b>1,422,030</b>	<b>1,403,662</b>	<b>1,435,329</b>	<b>13,299</b>	<b>0.94%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	MUNICIPAL GARAGE
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>INTERFUND TRANSFER</b>					
<b>310010</b>	<b>GENERAL FUND CONTRIBUTION</b>				
	GENERAL FUND CONTRIBUTION (MUNICIPAL GARAGE)	1,138,887	1,161,656	22,769	2.0%
	<b>Subtotal</b>	<b>1,138,887</b>	<b>1,161,656</b>	<b>22,769</b>	<b>2.0%</b>
<b>310030</b>	<b>SEWER FUND CONTRIBUTION</b>				
	SEWER FUND CONTRIBUTION (MUNICIPAL GARAGE)	125,139	123,733	(1,406)	-1.1%
	<b>Subtotal</b>	<b>125,139</b>	<b>123,733</b>	<b>(1,406)</b>	<b>-1.1%</b>
<b>310040</b>	<b>WATER FUND CONTRIBUTION</b>				
	WATER FUND CONTRIBUTION (MUNICIPAL GARAGE)	155,004	146,940	(8,064)	-5.2%
	<b>Subtotal</b>	<b>155,004</b>	<b>146,940</b>	<b>(8,064)</b>	<b>-5.2%</b>
<b>INTERFUND TRANSFER Total</b>		<b>1,419,030</b>	<b>1,432,329</b>	<b>13,299</b>	<b>0.9%</b>
<b>OTHER INCOME</b>					
<b>309050</b>	<b>INSURANCE REIMBURSEMENTS</b>				
	INSURANCE REIMBURSEMENTS	3,000	3,000	-	0.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER INCOME Total</b>		<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>0.0%</b>
<b>Grand Total</b>		<b>1,422,030</b>	<b>1,435,329</b>	<b>13,299</b>	<b>0.9%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	MUNICIPAL GARAGE
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
410100	REGULAR WAGES	631,256	651,265	674,823	642,555	622,559	(52,264)	-7.74%
410200	OVERTIME WAGES	5,684	3,206	6,000	11,409	6,000	-	0.00%
415000	EMPLOYEE BENEFITS	222,193	245,568	264,322	248,939	232,906	(31,416)	-11.89%
<b>PERSONNEL EXPENSE Total</b>		<b>859,132</b>	<b>900,039</b>	<b>945,145</b>	<b>902,903</b>	<b>861,465</b>	<b>(83,680)</b>	<b>-8.85%</b>
<b>CONTRACTUAL SERVICES</b>								
421000	CONTRACTUAL SERVICES	41,634	40,797	40,000	49,642	42,000	2,000	5.00%
422400	MAINT.-EQUIPMENT	40,002	62,750	58,720	98,205	60,000	1,280	2.18%
422410	MAINT.-RADIOS	810	-	4,500	4,500	4,500	-	0.00%
423400	VEHICLE WASHING	351	98	2,120	750	2,120	-	0.00%
428020	TELEPHONE SERVICE - CELLULAR	2,132	2,206	1,000	1,840	2,200	1,200	120.00%
<b>CONTRACTUAL SERVICES Total</b>		<b>84,929</b>	<b>105,851</b>	<b>106,340</b>	<b>154,937</b>	<b>110,820</b>	<b>4,480</b>	<b>4.21%</b>
<b>COMMODITIES</b>								
430050	UNIFORM EXPENSE	4,049	3,727	4,500	3,601	6,000	1,500	33.33%
430100	SUPPLIES - AUTOMOTIVE PARTS	152,635	144,918	160,700	148,274	162,000	1,300	0.81%
430110	SUPPLIES - AUTO SHOP	14,578	15,094	15,375	21,061	16,300	925	6.02%
430120	SUPPLIES-VEH. STRIPING &SAFETY	2,296	1,443	2,200	5,221	2,400	200	9.09%
430122	SUPPLIES - SQUAD CAR REHAB.	2,483	-	3,100	7,703	3,100	-	0.00%
430700	GAS & OIL	193,277	113,216	168,775	210,000	199,004	30,229	17.91%
430720	MECHANICS' TOOL ALLOWANCE	3,000	2,922	3,000	3,797	4,500	1,500	50.00%
<b>COMMODITIES Total</b>		<b>372,316</b>	<b>281,320</b>	<b>357,650</b>	<b>399,657</b>	<b>393,304</b>	<b>35,654</b>	<b>9.97%</b>
<b>OTHER EXPENSE</b>								
441000	INCIDENTALS	373	382	400	956	400	-	0.00%
442000	TRAINING	2,010	2,888	3,100	2,485	5,100	2,000	64.52%
446000	LICENSE- TITLE&INSPECTION FEES	4,945	5,069	5,240	5,476	5,240	-	0.00%
<b>OTHER EXPENSE Total</b>		<b>7,328</b>	<b>8,339</b>	<b>8,740</b>	<b>8,917</b>	<b>10,740</b>	<b>2,000</b>	<b>22.88%</b>
<b>INSURANCE EXPENSE</b>								
450100	AUTOMOBILE INSURANCE PREMIUM	59,000	-	-	-	59,000	59,000	0.00%
<b>INSURANCE EXPENSE Total</b>		<b>59,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>59,000</b>	<b>59,000</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>1,382,705</b>	<b>1,295,549</b>	<b>1,417,875</b>	<b>1,466,414</b>	<b>1,435,329</b>	<b>17,454</b>	<b>1.23%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	MUNICIPAL GARAGE
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
410100	REGULAR WAGES				
	PAYROLL	674,823	622,559	(52,264)	-7.7%
	<b>Subtotal</b>	<b>674,823</b>	<b>622,559</b>	<b>(52,264)</b>	<b>-7.7%</b>
410200	OVERTIME WAGES				
	OVERTIME	6,000	6,000	-	0.0%
	<b>Subtotal</b>	<b>6,000</b>	<b>6,000</b>	<b>-</b>	<b>0.0%</b>
415000	EMPLOYEE BENEFITS				
	BENEFITS	264,322	232,906	(31,416)	-11.9%
	<b>Subtotal</b>	<b>264,322</b>	<b>232,906</b>	<b>(31,416)</b>	<b>-11.9%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>945,145</b>	<b>861,465</b>	<b>(83,680)</b>	<b>-8.9%</b>
<b>CONTRACTUAL SERVICES</b>					
421000	CONTRACTUAL SERVICES				
	CONTRACTUAL PREVENTATIVE MAINTENANCE FOR 2 AERIAL TRUCKS AND 1 CRANE	6,300	6,300	-	0.0%
	INSURANCE RECOVERIES	13,550	13,700	150	1.1%
	NORMAL RECURRING EXPENSES FOR A VARIETY OF CONTRACTUAL REPAIRS AND SERVICES	18,600	19,000	400	2.2%
	FUEL DISPENSING EQUIPMENT REPAIRS AND ANNUAL INSPECTION FEE	1,550	2,000	450	29.0%
	TOWING EXPENSES FOR VILLAGE VEHICLES		1,000	1,000	
	<b>Subtotal</b>	<b>40,000</b>	<b>42,000</b>	<b>2,000</b>	<b>5.0%</b>
422400	MAINT.-EQUIPMENT				
	BODY/PAINT WORK	6,000	6,000	-	0.0%
	EMERGENCY EQUIPMENT REPAIRS FOR 11 FIRE PASSENGER VEHICLES.	5,000	5,000	-	0.0%
	EMERGENCY EQUIPMENT REPAIRS FOR NINE FIRE APPARATUS/AMBULANCES.	35,500	36,200	700	2.0%
	EMERGENCY TIRE REPAIRS	1,000	1,500	500	50.0%
	PREVENTATIVE MAINTENANCE (A-SERVICE) AND TESTING FOR NINE FIRE APPARATUS/AMBULANCES.	11,220	11,300	80	0.7%
	<b>Subtotal</b>	<b>58,720</b>	<b>60,000</b>	<b>1,280</b>	<b>2.2%</b>
422410	MAINT.-RADIOS				
	RADIO PREVENTATIVE MAINTENANCE, REPAIR, AND REPLACEMENT	4,500	4,500	-	0.0%
	<b>Subtotal</b>	<b>4,500</b>	<b>4,500</b>	<b>-</b>	<b>0.0%</b>
423400	VEHICLE WASHING				
	9 DETAIL JOBS FOR MISCELLANEOUS VEHICLES AT \$150 EACH	1,350	1,350	-	0.0%
	DETAIL JOBS (EXTENSIVE CLEANING) FOR POLICE VEHICLES AS NEEDED	400	400	-	0.0%
	POLICE AND ADMINISTRATION VEHICLES, APPROXIMATELY 74 WASHES PER YEAR AT \$5.00 EACH	370	370	-	0.0%
	<b>Subtotal</b>	<b>2,120</b>	<b>2,120</b>	<b>-</b>	<b>0.0%</b>
428020	TELEPHONE SERVICE - CELLULAR				
	CELL PHONE AND TABLET CHARGES	1,000	2,200	1,200	120.0%
	<b>Subtotal</b>	<b>1,000</b>	<b>2,200</b>	<b>1,200</b>	<b>120.0%</b>
<b>CONTRACTUAL SERVICES Total</b>		<b>106,340</b>	<b>110,820</b>	<b>4,480</b>	<b>4.2%</b>
<b>COMMODITIES</b>					
430050	UNIFORM EXPENSE				
	PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR SIX FULL TIME EMPLOYEES (FIVE MECHANICS, ONE SUPERVISOR)	800	1,200	400	50.0%
	UNIFORM ALLOWANCE FOR FIVE FULL TIME MECHANICS AND ONE SUPERVISOR (\$250 EA.)	1,500	1,500	-	0.0%
	WILMETTE LOGO SHIRTS AND HATS FOR SIX FULL TIME EMPLOYEES (FIVE MECHANICS, ONE SUPERVISOR)	1,200	1,200	-	0.0%
	UNIFORM RENTAL FOR FIVE FULL TIME EMPLOYEES (FIVE MECHANICS, ONE SUPERVISOR) AND WEEKLY SUPPLY OF SHOP TOWELS	1,000	2,100	1,100	110.0%
	<b>Subtotal</b>	<b>4,500</b>	<b>6,000</b>	<b>1,500</b>	<b>33.3%</b>
430100	SUPPLIES - AUTOMOTIVE PARTS				
	HARDWARE INCLUDING NUTS, BOLTS, WASHERS, PIPE, AND STEEL	5,600	6,130	530	9.5%
	ITEMS NEEDED FOR REPLACEMENT DURING BREAKDOWNS AND MAINTENANCE	10,500	11,000	500	4.8%
	MISC PARTS - ADMIN. SERVICES DEPT	420		(420)	#NULL!
	MISC PARTS - BUILDINGS AND GROUNDS	600	1,100	500	83.3%

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	MUNICIPAL GARAGE
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>430100</b>	MISC PARTS - COMMUNITY DEVELOPMENT DEPT	1,100	1,400	300	27.3%
	MISC PARTS - ENGINEERING SERVICES	750	855	105	14.0%
	MISC PARTS - FIRE DEPT	9,000	14,980	5,980	66.4%
	MISC PARTS - FORESTRY	1,500	3,020	1,520	101.3%
	MISC PARTS - POLICE DEPT	12,200	19,600	7,400	60.7%
	MISC PARTS - SEWER MAINTENANCE	6,500	7,760	1,260	19.4%
	MISC PARTS - STREET LIGHTING	1,250	1,300	50	4.0%
	MISC PARTS - STREETS	44,330	31,260	(13,070)	-29.5%
	MISC PARTS - WATER DISTRIBUTION MAINTENANCE	6,500	7,595	1,095	16.8%
	MISC PARTS - WATER MANAGEMENT DEPT	750	1,600	850	113.3%
	MISC PARTS - WATER METERS	450	1,200	750	166.7%
	MISC PARTS - FLOOR SCRUBBER/SWEEPER MACHINE S-03	6,000		(6,000)	#NULL!
	OIL FILTERS, AIR FILTERS, AND PREVENTATIVE MAINTENANCE PARTS	13,850	15,000	1,150	8.3%
	PREVENTATIVE MAINTENANCE PARTS - FIRE DEPT (B-SERVICE)	6,800	9,200	2,400	35.3%
	REPLACEMENT STREET SWEEPER BROOMS	7,700	4,000	(3,700)	-48.1%
	SNOWPLOW REPAIR PARTS	8,700	9,000	300	3.4%
	VEHICLE TIRE REPLACEMENT	16,200	16,000	(200)	-1.2%
	<b>Subtotal</b>	<b>160,700</b>	<b>162,000</b>	<b>1,300</b>	<b>0.8%</b>
<b>430110</b>	<b>SUPPLIES - AUTO SHOP</b>				
	AEROSOL LUBRICANTS AND SEALANTS	2,255	3,000	745	33.0%
	ELECTRICAL SUPPLIES INCLUDING WIRE, CABLE, FUSES, RELAYS, SWITCHES, AND CONTROL PANELS	1,950	2,200	250	12.8%
	PAINT SUPPLIES	1,435	1,200	(235)	-16.4%
	SOAP AND SUPPLIES FOR WASH BAY FACILITY	5,330	3,500	(1,830)	-34.3%
	SOLVENTS, CLEANING AGENTS, SMALL TOOLS, HARDWARE	2,560	4,400	1,840	71.9%
	WELDING SUPPLIES	1,845	2,000	155	8.4%
	<b>Subtotal</b>	<b>15,375</b>	<b>16,300</b>	<b>925</b>	<b>6.0%</b>
<b>430120</b>	<b>SUPPLIES-VEH. STRIPING &amp;SAFETY</b>				
	MISC. STRIPING SUPPLIES	100	200	100	100.0%
	REFLECTIVE CONSPICUITY TAPE	200	200	-	0.0%
	REFLECTIVE VILLAGE EMBLEMS FOR VEHICLES - NEW LOGO	775	800	25	3.2%
	RESTOCK 4 FIRST AID CABINETS AT THE VILLAGE YARD AT \$52 PER MONTH	625	700	75	12.0%
	VEHICLE FIRE EXTINGUISHERS	300	300	-	0.0%
	VEHICLE REFLECTOR KITS	200	200	-	0.0%
	<b>Subtotal</b>	<b>2,200</b>	<b>2,400</b>	<b>200</b>	<b>9.1%</b>
<b>430122</b>	<b>SUPPLIES - SQUAD CAR REHAB.</b>				
	TRANSFERRING USED POLICE VEHICLES FOR USE AS ADMIN. VEHICLES BY OTHER DEPARTMENTS (4 VEHICLES)	3,100	3,100	-	0.0%
	<b>Subtotal</b>	<b>3,100</b>	<b>3,100</b>	<b>-</b>	<b>0.0%</b>
<b>430700</b>	<b>GAS &amp; OIL</b>				
	MISCELLANEOUS LUBRICANTS, MOTOR OIL, TRANSMISSION FLUID, DEF FLUID, ANTIFREEZE AND WELDING GASES	17,000	17,000	-	0.0%
	PUBLIC WORKS, DIESEL FUEL- 25,000 GALLONS @ \$2.42/GAL	50,470	60,500	10,030	19.9%
	PUBLIC WORKS, GASOLINE- 9,000 GALLONS @ \$2.32/GAL	18,050	23,200	5,150	28.5%
	COMMUNITY DEVELOPMENT, GASOLINE: 1,000 GALLONS @ \$2.32/GAL	1,900	2,320	420	22.1%
	INFORMATION SERVICES, GASOLINE: 100 GALLONS @ \$2.32/GAL	190	232	42	22.1%
	STAND-BY GENERATORS: 1,200 GALLONS OF DIESEL (NO. 2 GRADE) @ \$2.83/GAL	2,200	3,432	1,232	56.0%
	POLICE DEPARTMENT, GASOLINE: 27,200 GALLONS @ \$2.32/GAL	54,420	63,104	8,684	16.0%
	ENGINEERING, BUILDINGS & GROUNDS, AND WATER PLANT, GASOLINE: 3,200 GALLONS @ \$2.32/GAL	6,460	7,424	964	14.9%
	FIRE, GASOLINE -2,300 GALLONS @ \$2.32/GAL	4,560	5,336	776	17.0%
	FIRE, DIESEL -6,800 GALLONS @ \$2.42/GAL	13,525	16,456	2,931	21.7%
	<b>Subtotal</b>	<b>168,775</b>	<b>199,004</b>	<b>30,229</b>	<b>17.9%</b>
<b>430720</b>	<b>MECHANICS' TOOL ALLOWANCE</b>				

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	MUNICIPAL GARAGE
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>430720</b>	<b>PURCHASE OF NEW TOOLS AND REPLACEMENT OF DAMAGED TOOLS FOR SIX FULL TIME EMPLOYEES AT \$750 EA. (FIVE MECHANICS AND ONE SUPERVISOR)</b>	3,000	4,500	1,500	50.0%
	<b>Subtotal</b>	<b>3,000</b>	<b>4,500</b>	<b>1,500</b>	<b>50.0%</b>
<b>COMMODITIES Total</b>		<b>357,650</b>	<b>393,304</b>	<b>35,654</b>	<b>10.0%</b>
<b>OTHER EXPENSE</b>					
<b>441000</b>	<b>INCIDENTALS</b>				
	MISCELLANEOUS COSTS INCURRED DURING THE TRANSPORTATION OF EQUIPMENT, INCLUDES FIVE TRANSPONDERS (I-PASS TOLLWAYS)	400	400	-	0.0%
	<b>Subtotal</b>	<b>400</b>	<b>400</b>	<b>-</b>	<b>0.0%</b>
<b>442000</b>	<b>TRAINING</b>				
	ASE AND EVT TRAINING AND CERTIFICATIONS FOR SIX (6)EMPLOYEES	1,100	1,100	-	0.0%
	VARIOUS EQUIPMENT REPAIR, MAINTENANCE AND CROSS TRAINING FOR SIX (6) EMPLOYEES	2,000	4,000	2,000	100.0%
	<b>Subtotal</b>	<b>3,100</b>	<b>5,100</b>	<b>2,000</b>	<b>64.5%</b>
<b>446000</b>	<b>LICENSE- TITLE&amp;INSPECTION FEES</b>				
	2 SAFETY INSPECTIONS PER YEAR ON 2 TRIPLE-AXLE TRUCKS AT \$40.00 PER INSPECTION	160	160	-	0.0%
	2 SAFETY INSPECTIONS PER YEAR ON 3 AMBULANCES AT \$27 PER INSPECTION	160	160	-	0.0%
	2 SAFETY INSPECTIONS PER YEAR ON 3 SINGLE-AXLE TRAILERS AT \$14 PER INSPECTION	85	85	-	0.0%
	2 SAFETY INSPECTIONS PER YEAR ON 4 DOUBLE-AXLE TRAILERS AT \$27 PER INSPECTION	215	215	-	0.0%
	2 SAFETY INSPECTIONS PER YEAR ON 41 SINGLE AXLE TRUCKS AT \$27 PER INSPECTION	2,215	2,215	-	0.0%
	LICENSE AND TITLE FEES FOR 4 NEW SQUAD CARS AT A COST OF \$105 EACH	525	525	-	0.0%
	LICENSE AND TITLE FEES FOR OTHER VEHICLES	1,070	1,070	-	0.0%
	LICENSE RENEWALS FOR 6 POLICE VEHICLES AT A COST OF \$101 EACH	610	610	-	0.0%
	SPECIAL LICENSING FOR 2 POLICE SURVEILLANCE VEHICLES AT A COST OF \$101 EACH	200	200	-	0.0%
	<b>Subtotal</b>	<b>5,240</b>	<b>5,240</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER EXPENSE Total</b>		<b>8,740</b>	<b>10,740</b>	<b>2,000</b>	<b>22.9%</b>
<b>INSURANCE EXPENSE</b>					
<b>450100</b>	<b>AUTOMOBILE INSURANCE PREMIUM</b>				
	AUTOMOBILE INSURANCE PREMIUM		59,000	59,000	
	<b>Subtotal</b>		<b>59,000</b>	<b>59,000</b>	
<b>INSURANCE EXPENSE Total</b>			<b>59,000</b>	<b>59,000</b>	
<b>Grand Total</b>		<b>1,417,875</b>	<b>1,435,329</b>	<b>17,454</b>	<b>1.2%</b>



**DATE:** August 25, 2021

**TO:** Michael Braiman, Village Manager

**FROM:** Brigitte Berger-Raish, Director of Engineering and Public Works

**SUBJECT:** Budget Justification Memo

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<b>Account Number</b>	11273030-430700
<b>Department</b>	Engineering and Public Works
<b>Account Name</b>	Gas & Oil

### **Background**

This account provides funds for purchase of gasoline, diesel, and miscellaneous lubricants (i.e. motor oil, transmission fluid, DEF fluid, hydraulic fluid, etc.) to support fleet operations for the Village's various Departments. This includes Village Hall, Police, Fire, Engineering & Public Works, and Water Management. The Village's fleet is comprised of 148 vehicles.

Based on historical averages, the Village's fleet consumes approximately 43,800 gallons of gasoline and 33,000 gallons of diesel each year (76,800 gallons total). Of most recent, consumption of gasoline has started to trend lower with introduction of hybrid Police utility interceptors. All fleet re-fueling occurs at the Public Works Facility, which was reconstructed in 2017 and has two 10,000-gallon subsurface storage tanks (UST) and four dispensing pumps.

### **Justification**

Staff reviews guidance provided by the U.S. Energy Information Administration (EIA) for forecasts on unit pricing for gasoline and diesel. Based on the most recent short-term energy outlook (dated 9/8/21), the EIA projects slight reductions in unit costs for 2022 (-5.5% for gasoline and -2.8% for diesel). The Village's current unit rates (2021 YTD) are \$2.45/gal gasoline and \$2.49/gal diesel. The 2021 Original Budget included rates of \$1.90/gal gasoline and \$1.96/gal diesel which did not reflect the rapid economic recovery, demand surge and rising costs. Staff obtains three written price quotes from local distributors for each fuel drop (approximately 7,000 gallons per truckload delivery). Based on this information and utilizing historical averages for consumption, denoted in the table below is breakdown of the 2022 Proposed Budget for gas and oil.

Item	Unit Rate 2021 Budget	Unit Rate (2021 YTD)	Unit Rate (Projected)	Quantity (gals)	Extended Cost
Gasoline	\$1.90	\$2.45	\$2.32	43,800	\$101,616
Diesel	\$1.96	\$2.49	\$2.42	31,800	\$76,956
Generator Diesel	\$2.05	\$2.96	\$2.86	1,200	\$3,432
Misc. Lubricants	n/a	n/a	n/a	n/a	\$17,000
	<b>Subtotal</b>			<b>76,800</b>	<b>\$199,004</b>

Description	2021 Budget	2022 Budget	Increase	Account No.
Gas and Oil	\$168,775	\$199,004	\$30,229	11273030-430700

### Alternative

Currently, there are no viable alternatives to achieve immediate cost savings for the gas and oil budget. Over time, there will continue to be advances with green fleet technology and gains in fuel efficiency which will lower consumption. Staff works diligently to obtain multiple price quotes from wholesale distributors to secure the lowest cost possible with each fuel purchase. Therefore, staff recommends approval of proposed budget as it reflects a pragmatic approach for sourcing gas and oil.



## FUND SUMMARY

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. 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: The Village is a member of the North Suburban Employee Benefit Cooperative (NSEBC) with 10 other communities to provide health insurance. Employees may elect to purchase single, single plus spouse, single plus children or family health insurance coverage from either a PPO or HMO provider
- Flex Benefit Program: Allowance to each employee which may be used to purchase health or dental insurance or allocated to medical expense or dependent care reimbursement.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
<b>Contributions from other Funds</b>						
General Fund	2,468,355	2,702,780	2,825,280	2,795,842	2,848,004	22,724
Municipal Garage	97,391	112,848	121,985	112,876	103,088	(18,897)
Parking Meter Fund	21,853	24,504	25,754	25,640	27,381	1,627
Sewer Fund	97,978	140,356	149,499	151,448	129,581	(19,918)
Water Fund	471,437	488,011	522,554	525,043	522,368	(186)
<b>TOTAL REVENUES</b>	<b>3,157,013</b>	<b>3,468,499</b>	<b>3,645,072</b>	<b>3,610,849</b>	<b>3,630,422</b>	<b>(14,650)</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Flex Contribution	140,280	140,910	142,561	141,100	144,000	1,439
Health Insurance Premium	2,971,564	3,260,963	3,431,028	3,407,537	3,413,640	(17,388)
Life Insurance Premium	38,143	38,147	40,176	38,594	40,686	510
Unemployment/Other	6,547	9,519	31,307	26,926	32,096	789
<b>TOTAL EXPENSES</b>	<b>3,156,534</b>	<b>3,449,539</b>	<b>3,645,072</b>	<b>3,614,157</b>	<b>3,630,422</b>	<b>(14,650)</b>



## 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 a portion of the cost of this expense, employees receive a flex allowance in the amount of \$60 per month.

The PPO rate reflects a 2.0% increase and the HMO rates reflects a 0.0% increase. No growth is projected for group life or unemployment compensation.

**Village of Wilmette**  
*Proposed 2022 Budget- Revenues*



Account Type	REVENUE
Fund	EMPLOYEE INSURANCE FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
INTERFUND TRANSFER								
310010	GENERAL FUND CONTRIBUTION	2,468,355	2,702,780	2,825,280	2,795,842	2,848,004	22,724	0.80%
310020	MUNIC. GARAGE CONTRIBUTION	97,391	112,848	121,985	112,876	103,088	(18,897)	-15.49%
310025	PARKING METER FUND CONTRIB.	21,853	24,504	25,754	25,640	27,381	1,627	6.32%
310030	SEWER FUND CONTRIBUTION	97,978	140,356	149,499	151,448	129,581	(19,918)	-13.32%
310040	WATER FUND CONTRIBUTION	471,437	488,011	522,554	525,043	522,368	(186)	-0.04%
<b>INTERFUND TRANSFER Total</b>		<b>3,157,013</b>	<b>3,468,499</b>	<b>3,645,072</b>	<b>3,610,849</b>	<b>3,630,422</b>	<b>(14,650)</b>	<b>-0.40%</b>
<b>Grand Total</b>		<b>3,157,013</b>	<b>3,468,499</b>	<b>3,645,072</b>	<b>3,610,849</b>	<b>3,630,422</b>	<b>(14,650)</b>	<b>-0.40%</b>



**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	EMPLOYEE INSURANCE FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>INTERFUND TRANSFER</b>					
310010	<b>GENERAL FUND CONTRIBUTION</b>				
	GENERAL FUND CONTRIBUTION (INSURANCE)	2,825,280	2,848,004	22,724	0.8%
	<b>Subtotal</b>	<b>2,825,280</b>	<b>2,848,004</b>	<b>22,724</b>	<b>0.8%</b>
310020	<b>MUNIC. GARAGE CONTRIBUTION</b>				
	MUNICIPAL GARAGE CONTRIBUTION (INSURANCE)	121,985	103,088	(18,897)	-15.5%
	<b>Subtotal</b>	<b>121,985</b>	<b>103,088</b>	<b>(18,897)</b>	<b>-15.5%</b>
310025	<b>PARKING METER FUND CONTRIB.</b>				
	PARKING METER FUND CONTRIBUTION (INSURANCE)	25,754	27,381	1,627	6.3%
	<b>Subtotal</b>	<b>25,754</b>	<b>27,381</b>	<b>1,627</b>	<b>6.3%</b>
310030	<b>SEWER FUND CONTRIBUTION</b>				
	SEWER FUND CONTRIBUTION (INSURANCE)	149,499	129,581	(19,918)	-13.3%
	<b>Subtotal</b>	<b>149,499</b>	<b>129,581</b>	<b>(19,918)</b>	<b>-13.3%</b>
310040	<b>WATER FUND CONTRIBUTION</b>				
	WATER FUND CONTRIBUTION (INSURANCE)	522,554	522,368	(186)	0.0%
	<b>Subtotal</b>	<b>522,554</b>	<b>522,368</b>	<b>(186)</b>	<b>0.0%</b>
<b>INTERFUND TRANSFER Total</b>		<b>3,645,072</b>	<b>3,630,422</b>	<b>(14,650)</b>	<b>-0.4%</b>
<b>Grand Total</b>		<b>3,645,072</b>	<b>3,630,422</b>	<b>(14,650)</b>	<b>-0.4%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	EMPLOYEE INSURANCE FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>PERSONNEL EXPENSE</b>								
413000	EMPLOYER FLEX CONTRIBUTION	140,280	140,910	142,561	141,100	144,000	1,439	1.01%
413010	HEALTH INSUR. PREM. NSEBC	1,968,722	2,195,688	2,298,789	2,306,537	2,387,244	88,455	3.85%
413020	HEALTH INSUR. PREM. HMO-IL	1,002,843	1,065,275	1,132,239	1,101,000	1,026,396	(105,843)	-9.35%
414000	GROUP LIFE INSURANCE PREMIUMS	38,143	38,147	40,176	38,594	40,686	510	1.27%
414010	UNEMPLOYMENT COMPENSATION	6,547	9,519	31,307	26,926	32,096	789	2.52%
414090	OTHER EMPLOYER CONTRIBUTIONS	-	-	-	-	-	-	0.00%
<b>PERSONNEL EXPENSE Total</b>		<b>3,156,534</b>	<b>3,449,539</b>	<b>3,645,072</b>	<b>3,614,157</b>	<b>3,630,422</b>	<b>(14,650)</b>	<b>-0.40%</b>
<b>Grand Total</b>		<b>3,156,534</b>	<b>3,449,539</b>	<b>3,645,072</b>	<b>3,614,157</b>	<b>3,630,422</b>	<b>(14,650)</b>	<b>-0.40%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	EMPLOYEE INSURANCE FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
413000	<b>EMPLOYER FLEX CONTRIBUTION</b>				
	FLEXIBLE BENEFIT PROGRAM-\$60 PER MONTH FOR UNREPRESENTED EMPLOYEES TO MINIMIZE IMPACT OF HEALTH INSURANCE COST SHARING	142,561	144,000	1,439	1.0%
	<b>Subtotal</b>	<b>142,561</b>	<b>144,000</b>	<b>1,439</b>	<b>1.0%</b>
413010	<b>HEALTH INSUR. PREM. NSEBC</b>				
	COST OF NORTH SUBURBAN EMPLOYEE BENEFIT COOPERATIVE HEALTH INSURANCE (PPO)	2,298,789	2,387,244	88,455	3.8%
	<b>Subtotal</b>	<b>2,298,789</b>	<b>2,387,244</b>	<b>88,455</b>	<b>3.8%</b>
413020	<b>HEALTH INSUR. PREM. HMO-IL</b>				
	FUNDING FOR AN HMO HEALTH INSURANCE PLAN ADMINISTERED BY BLUE CROSS/BLUE SHIELD OF IL	1,132,239	1,026,396	(105,843)	-9.3%
	<b>Subtotal</b>	<b>1,132,239</b>	<b>1,026,396</b>	<b>(105,843)</b>	<b>-9.3%</b>
414000	<b>GROUP LIFE INSURANCE PREMIUMS</b>				
	PROVIDES TERM LIFE INSURANCE FOR ALL FULL-TIME EMPLOYEES	40,176	40,686	510	1.3%
	<b>Subtotal</b>	<b>40,176</b>	<b>40,686</b>	<b>510</b>	<b>1.3%</b>
414010	<b>UNEMPLOYMENT COMPENSATION</b>				
	UNEMPLOYMENT COMPENSATION	31,307	32,096	789	2.5%
	<b>Subtotal</b>	<b>31,307</b>	<b>32,096</b>	<b>789</b>	<b>2.5%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>3,645,072</b>	<b>3,630,422</b>	<b>(14,650)</b>	<b>-0.4%</b>
<b>Grand Total</b>		<b>3,645,072</b>	<b>3,630,422</b>	<b>(14,650)</b>	<b>-0.4%</b>



## FUND SUMMARY

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 gross premium for IRMA in 2022 is \$989,000 with a reduction of \$200,000 based upon the Village's experience. The IRMA contribution is split between four programs: Vehicle Maintenance, General Liability, the Water Fund and this program. Workers' Compensation coverage is afforded to employees up to the statutory limits.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Insurance Recoveries	24,919	24,228	-	-	-	-
<b>Contributions from other Funds</b>						
General Fund	221,566	112,612	126,885	119,153	130,468	3,583
Municipal Garage	9,250	4,300	4,813	4,510	4,411	(402)
Parking Meter Fund	1,100	580	689	665	748	59
Sewer Fund	8,030	4,590	4,972	4,670	5,067	95
Water Fund	34,500	17,030	18,732	17,595	19,209	477
<b>TOTAL REVENUES</b>	<b>299,364</b>	<b>163,340</b>	<b>156,091</b>	<b>146,593</b>	<b>159,903</b>	<b>3,812</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Insurance Expense	319,125	169,766	156,091	152,528	156,900	809
<b>TOTAL EXPENSES</b>	<b>319,125</b>	<b>169,766</b>	<b>156,091</b>	<b>152,528</b>	<b>156,900</b>	<b>809</b>

## BUDGET ANALYSIS

The 'Employee Benefits Expense' account in each department that is assigned personnel includes the distribution of this program's expense. The net IRMA premium for all insurance in 2022 is projected at \$789,000 of which this program contributes \$156,900.

**Village of Wilmette**  
Proposed 2022 Budget- Revenues



Account Type	REVENUE
Fund	WORKERS' COMPENSATION FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
OTHER INCOME								
309050	INSURANCE REIMBURSEMENTS	24,919	24,228	-	-	-	-	0.00%
<b>OTHER INCOME Total</b>		<b>24,919</b>	<b>24,228</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
INTERFUND TRANSFER								
310010	GENERAL FUND CONTRIBUTION	221,566	112,612	126,885	119,153	130,468	3,583	2.82%
310020	MUNIC. GARAGE CONTRIBUTION	9,250	4,300	4,813	4,510	4,411	(402)	-8.35%
310025	PARKING METER FUND CONTRIB.	1,100	580	689	665	748	59	8.56%
310030	SEWER FUND CONTRIBUTION	8,030	4,590	4,972	4,670	5,067	95	1.91%
310040	WATER FUND CONTRIBUTION	34,500	17,030	18,732	17,595	19,209	477	2.55%
<b>INTERFUND TRANSFER Total</b>		<b>274,446</b>	<b>139,112</b>	<b>156,091</b>	<b>146,593</b>	<b>159,903</b>	<b>3,812</b>	<b>2.44%</b>
<b>Grand Total</b>		<b>299,364</b>	<b>163,340</b>	<b>156,091</b>	<b>146,593</b>	<b>159,903</b>	<b>3,812</b>	<b>2.44%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	WORKERS' COMPENSATION FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>INTERFUND TRANSFER</b>					
310010	<b>GENERAL FUND CONTRIBUTION</b>				
	GENERAL FUND CONTRIBUTION (WORKERS COMPENSATION)	126,885	130,468	3,583	2.8%
	<b>Subtotal</b>	<b>126,885</b>	<b>130,468</b>	<b>3,583</b>	<b>2.8%</b>
310020	<b>MUNIC. GARAGE CONTRIBUTION</b>				
	MUNICIPAL GARAGE CONTRIBUTION (WORKERS COMPENSATION)	4,813	4,411	(402)	-8.4%
	<b>Subtotal</b>	<b>4,813</b>	<b>4,411</b>	<b>(402)</b>	<b>-8.4%</b>
310025	<b>PARKING METER FUND CONTRIB.</b>				
	PARKING METER FUND CONTRIBUTION (WORKERS COMPENSATION)	689	748	59	8.6%
	<b>Subtotal</b>	<b>689</b>	<b>748</b>	<b>59</b>	<b>8.6%</b>
310030	<b>SEWER FUND CONTRIBUTION</b>				
	SEWER FUND CONTRIBUTION (WORKERS COMPENSATION)	4,972	5,067	95	1.9%
	<b>Subtotal</b>	<b>4,972</b>	<b>5,067</b>	<b>95</b>	<b>1.9%</b>
310040	<b>WATER FUND CONTRIBUTION</b>				
	WATER FUND CONTRIBUTION (WORKERS COMPENSATION)	18,732	19,209	477	2.5%
	<b>Subtotal</b>	<b>18,732</b>	<b>19,209</b>	<b>477</b>	<b>2.5%</b>
<b>INTERFUND TRANSFER Total</b>		<b>156,091</b>	<b>159,903</b>	<b>3,812</b>	<b>2.4%</b>
<b>Grand Total</b>		<b>156,091</b>	<b>159,903</b>	<b>3,812</b>	<b>2.4%</b>

**Village of Wilmette**  
Proposed 2022 Budget- Expenses



Account Type	EXPENSE
Fund	WORKERS' COMPENSATION FUND
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
INSURANCE EXPENSE								
450120	WORKERS' COMP. INSURANCE PREM.	275,800	114,800	114,191	114,191	115,000	809	0.71%
450140	WORKERS' COMP. DEDUCTIBLES	43,325	54,966	41,900	38,337	41,900	-	0.00%
<b>INSURANCE EXPENSE Total</b>		<b>319,125</b>	<b>169,766</b>	<b>156,091</b>	<b>152,528</b>	<b>156,900</b>	<b>809</b>	<b>0.52%</b>
<b>Grand Total</b>		<b>319,125</b>	<b>169,766</b>	<b>156,091</b>	<b>152,528</b>	<b>156,900</b>	<b>809</b>	<b>0.52%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	WORKERS' COMPENSATION FUND
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>INSURANCE EXPENSE</b>					
450120	<b>WORKERS' COMP. INSURANCE PREM.</b>				
	PROGRAM'S SHARE OF INSURANCE RELATED EXPENSES INCLUDING VILLAGE MEMBERSHIP IN IRMA	114,191	115,000	809	0.7%
	<b>Subtotal</b>	<b>114,191</b>	<b>115,000</b>	<b>809</b>	<b>0.7%</b>
450140	<b>WORKERS' COMP. DEDUCTIBLES</b>				
	SELF-INSURANCE COMPONENT OF THE WORKERS COMPENSATION INSURANCE PROGRAM	41,900	41,900	-	0.0%
	<b>Subtotal</b>	<b>41,900</b>	<b>41,900</b>	<b>-</b>	<b>0.0%</b>
<b>INSURANCE EXPENSE Total</b>		<b>156,091</b>	<b>156,900</b>	<b>809</b>	<b>0.5%</b>
<b>Grand Total</b>		<b>156,091</b>	<b>156,900</b>	<b>809</b>	<b>0.5%</b>





## FUND SUMMARY

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). In 1998, this fund was changed to an internal service fund. The employer's expense for IMRF, FICA and Medicare are reflected in this fund and distributed to those programs with a personnel expense.

In 2020, IMRF reduced their assumed rate of return from 7.5% to 7.25%, which increased future IMRF rates for the Village. The projected rate changed from 10.81% in 2021 to 8.48% in 2022. The 10-year average rate is 11.0%. The Village's funding level was 87.97% on December 31, 2020.

## BUDGET SUMMARY

### Revenue by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
<b>Contributions from other Funds</b>						
General Fund	1,319,043	1,448,619	1,511,696	1,483,611	1,582,690	70,994
Municipal Garage	106,222	122,290	126,049	120,560	116,471	(9,578)
Parking Meter Fund	14,706	17,280	18,458	18,231	20,177	1,719
Sewer Fund	110,769	124,171	133,021	132,485	136,676	3,655
Water Fund	395,496	482,362	497,092	494,991	514,045	16,953
<b>TOTAL REVENUES</b>	<b>1,946,237</b>	<b>2,194,722</b>	<b>2,286,316</b>	<b>2,249,878</b>	<b>2,370,059</b>	<b>83,743</b>

### Expense by Category

	Actual FY2019	Actual FY2020	Budget FY2021	Estimate FY2021	Budget FY2022	2021-22 Change
Employer IMRF	984,102	1,223,360	1,236,695	1,228,804	1,282,159	45,464
Employer FICA	667,369	666,295	716,923	694,066	745,128	28,205
Employer Medicare	290,525	305,067	332,698	325,537	342,772	10,074
<b>TOTAL EXPENSES</b>	<b>1,941,996</b>	<b>2,194,722</b>	<b>2,286,316</b>	<b>2,248,407</b>	<b>2,370,059</b>	<b>83,743</b>

## 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 2022 is projected at 16.31% (10.81% for IMRF plus 6.20% for FICA and 1.45% for 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**  
*Proposed 2022 Budget- Revenues*



Account Type	REVENUE
Fund	ILLINOIS MUNICIPAL RETIREMENT
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
INTERFUND TRANSFER								
310010	GENERAL FUND CONTRIBUTION	1,319,043	1,448,619	1,511,696	1,483,611	1,582,690	70,994	4.70%
310020	MUNIC. GARAGE CONTRIBUTION	106,222	122,290	126,049	120,560	116,471	(9,578)	-7.60%
310025	PARKING METER FUND CONTRIB.	14,706	17,280	18,458	18,231	20,177	1,719	9.31%
310030	SEWER FUND CONTRIBUTION	110,769	124,171	133,021	132,485	136,676	3,655	2.75%
310040	WATER FUND CONTRIBUTION	395,496	482,362	497,092	494,991	514,045	16,953	3.41%
<b>INTERFUND TRANSFER Total</b>		<b>1,946,237</b>	<b>2,194,722</b>	<b>2,286,316</b>	<b>2,249,878</b>	<b>2,370,059</b>	<b>83,743</b>	<b>3.66%</b>
<b>Grand Total</b>		<b>1,946,237</b>	<b>2,194,722</b>	<b>2,286,316</b>	<b>2,249,878</b>	<b>2,370,059</b>	<b>83,743</b>	<b>3.66%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	REVENUE
Fund	ILLINOIS MUNICIPAL RETIREMENT
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>INTERFUND TRANSFER</b>					
310010	<b>GENERAL FUND CONTRIBUTION</b>				
	GENERAL FUND CONTRIBUTION (EMPLOYEE BENEFITS)	1,511,696	1,582,690	70,994	4.7%
	<b>Subtotal</b>	<b>1,511,696</b>	<b>1,582,690</b>	<b>70,994</b>	<b>4.7%</b>
310020	<b>MUNIC. GARAGE CONTRIBUTION</b>				
	MUNICIPAL GARAGE CONTRIBUTION (EMPLOYEE BENEFITS)	126,049	116,471	(9,578)	-7.6%
	<b>Subtotal</b>	<b>126,049</b>	<b>116,471</b>	<b>(9,578)</b>	<b>-7.6%</b>
310025	<b>PARKING METER FUND CONTRIB.</b>				
	PARKING METER FUND CONTRIBUTION (EMPLOYEE BENEFITS)	18,458	20,177	1,719	9.3%
	<b>Subtotal</b>	<b>18,458</b>	<b>20,177</b>	<b>1,719</b>	<b>9.3%</b>
310030	<b>SEWER FUND CONTRIBUTION</b>				
	SEWER FUND CONTRIBUTION (EMPLOYEE BENEFITS)	133,021	136,676	3,655	2.7%
	<b>Subtotal</b>	<b>133,021</b>	<b>136,676</b>	<b>3,655</b>	<b>2.7%</b>
310040	<b>WATER FUND CONTRIBUTION</b>				
	WATER FUND CONTRIBUTION (EMPLOYEE BENEFITS)	497,092	514,045	16,953	3.4%
	<b>Subtotal</b>	<b>497,092</b>	<b>514,045</b>	<b>16,953</b>	<b>3.4%</b>
<b>INTERFUND TRANSFER Total</b>		<b>2,286,316</b>	<b>2,370,059</b>	<b>83,743</b>	<b>3.7%</b>
<b>Grand Total</b>		<b>2,286,316</b>	<b>2,370,059</b>	<b>83,743</b>	<b>3.7%</b>

**Village of Wilmette**  
*Proposed 2022 Budget- Expenses*



Account Type	EXPENSE
Fund	ILLINOIS MUNICIPAL RETIREMENT
Department	(All)
Program	(All)

		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
PERSONNEL EXPENSE								
412000	EMPLOYER IMRF	984,102	1,223,360	1,236,695	1,228,804	1,282,159	45,464	3.68%
412010	EMPLOYER FICA	667,369	666,295	716,923	694,066	745,128	28,205	3.93%
412020	EMPLOYER MEDICARE	290,525	305,067	332,698	325,537	342,772	10,074	3.03%
<b>PERSONNEL EXPENSE Total</b>		<b>1,941,996</b>	<b>2,194,722</b>	<b>2,286,316</b>	<b>2,248,407</b>	<b>2,370,059</b>	<b>83,743</b>	<b>3.66%</b>
<b>Grand Total</b>		<b>1,941,996</b>	<b>2,194,722</b>	<b>2,286,316</b>	<b>2,248,407</b>	<b>2,370,059</b>	<b>83,743</b>	<b>3.66%</b>

**Village of Willmette**  
Proposed 2022 Budget Line Item Detail



Type	EXPENSE
Fund	ILLINOIS MUNICIPAL RETIREMENT
Department	(All)
Program	(All)

		2021 Amount	2022 Amount	Difference (\$)	Difference (%)
<b>PERSONNEL EXPENSE</b>					
412000	<b>EMPLOYER IMRF</b>				
	EMPLOYER IMRF	1,236,695	1,282,159	45,464	3.7%
	<b>Subtotal</b>	<b>1,236,695</b>	<b>1,282,159</b>	<b>45,464</b>	<b>3.7%</b>
412010	<b>EMPLOYER FICA</b>				
	EMPLOYER FICA	716,923	745,128	28,205	3.9%
	<b>Subtotal</b>	<b>716,923</b>	<b>745,128</b>	<b>28,205</b>	<b>3.9%</b>
412020	<b>EMPLOYER MEDICARE</b>				
	EMPLOYER MEDICARE	332,698	342,772	10,074	3.0%
	<b>Subtotal</b>	<b>332,698</b>	<b>342,772</b>	<b>10,074</b>	<b>3.0%</b>
<b>PERSONNEL EXPENSE Total</b>		<b>2,286,316</b>	<b>2,370,059</b>	<b>83,743</b>	<b>3.7%</b>
<b>Grand Total</b>		<b>2,286,316</b>	<b>2,370,059</b>	<b>83,743</b>	<b>3.7%</b>



# Personnel



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 2021, the Village Board authorized a 2.50% increase for nonunion employees and the 2022 budget includes a 2.50% increase for nonunion employees. The Police bargaining agreement included a 2.50% increase for 2021 and the collective bargaining agreement expired on December 31, 2021. The Fire bargaining agreement has not yet been settled for 2021 or 2022.

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.

# Pay and Classification Plan



## 2022 Pay and Classification Plan – Employees hired prior to January 1, 2011

### Unclassified A

(M) Assistant Village Manager  
(M) Community Development Director  
(M) Corporation Counsel  
(M) Finance Director/Treasurer  
(M) Admin. Services Dir.  
(M) Engineering & PW Dir.  
(M) Water Management Dir.

### Unclassified B

(M) Deputy Public Works Director  
(M) Village Engineer

### Pay Grade 28

(M) Assistant Com. Dev. Director  
(M) Assistant Village Engineer  
(M) Assistant Finance Director  
(M) Systems Administrator  
(M) Data Processing Supervisor

### Pay Grade 26

(M) Asst. Water Management Dir.  
(M) Vehicle Maint. Supt.  
(M) Street/Utility Supt.  
(M) Water/Sewer Supt.

### Pay Grade 25

Civil Engineer II

### Pay Grade 24

(M) Communications Supervisor  
Project Manager  
(M) Vehicle Maint. Supervisor  
(M) Water Plant Supervisor/Lead Operator

### Pay Grade 23 ½

Social Worker

### Pay Grade 23

(M) Business Development Coord.  
(M) Human Resources Manager  
Facilities Supervisor  
Maintenance Supervisor  
Senior Accountant  
Village Forester

### Pay Grade 22 ½

Mechanic II Equip. Coordinator

### Pay Grade 22

Assistant to the Public Works Dir.  
(M) Assistant to the Village Manager  
Planner III  
Procurement Specialist

### Pay Grade 21 ½

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

Accountant  
Planner II

### Pay Grade 20 ½

Water Plant Chemist

### Pay Grade 20

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

Maintenance Mech./Utility Tech.

### Pay Grade 19

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  
Code Enforcement Officer

### Pay Grade 18 ½

Maintenance Worker II

### Pay Grade 18

Executive Secretary

### Pay Grade 17 1/2

Meter Repair Tech. I  
Parking Control Officer

### Pay Grade 17

Building Maintainer II  
Instrument Maintainer

### Pay Grade 16 ½

Community Service Officer I  
Customer Service Supervisor  
Data Process Operator III  
Deputy Village Clerk  
Fire/Police Dept. Secretary  
Maintenance Worker I

### Pay Grade 16

Administrative Secretary  
Building Maintainer I  
Permit Clerk  
Public Works Dispatcher

### Pay Grade 15 ½

Data Process Operator II  
Secretary

### Pay Grade 14

Crossing Guard  
Data Process Operator I  
Payroll Clerk

### Pay Grade 13

CATV Production Asst. (P/T)

### Pay Grade 10

Secretary (P/T)  
Front Counter Assistant

### 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 2022 Pay Plan

Employees hired prior to January 1, 2011



Pay Grade	Pay Steps						Longevity Steps			
	1	2	3	4	5	6	A	B	C	D
1	29,154	30,521	31,952	33,458	35,025	36,671	37,956	38,753	39,568	40,395
2	30,521	31,952	33,458	35,025	36,671	38,398	39,739	40,577	41,428	42,297
3	31,952	33,458	35,025	36,671	38,398	40,204	41,612	42,480	43,377	44,286
4	33,458	35,025	36,671	38,398	40,204	42,095	43,565	44,480	45,414	46,368
5	35,025	36,671	38,398	40,204	42,095	44,071	45,615	46,571	47,554	48,549
6	36,671	38,398	40,204	42,095	44,071	46,141	47,762	48,761	49,785	50,831
7	38,398	40,204	42,095	44,071	46,141	48,314	50,007	51,058	52,127	53,222
8	40,204	42,095	44,071	46,141	48,314	50,581	52,352	53,450	54,575	55,720
9	42,095	44,071	46,141	48,314	50,581	52,956	54,814	55,961	57,138	58,339
10	44,071	46,141	48,314	50,581	52,956	55,443	57,389	58,593	59,827	61,081
11	46,141	48,314	50,581	52,956	55,443	58,052	60,089	61,348	62,635	63,953
12	48,314	50,581	52,956	55,443	58,052	60,783	62,912	64,231	65,578	66,956
13	50,581	52,956	55,443	58,052	60,783	63,639	65,863	67,249	68,663	70,103
14	52,956	55,443	58,052	60,783	63,639	66,634	68,961	70,413	71,890	73,399
15	55,443	58,052	60,783	63,639	66,634	69,763	72,204	73,719	75,268	76,849
15 1/2	56,750	59,415	62,206	65,135	68,197	71,402	73,901	75,450	77,038	78,656
16	58,052	60,783	63,639	66,634	69,763	73,035	75,595	77,183	78,804	80,458
16 1/2	59,415	62,206	65,135	68,197	71,402	74,757	77,377	78,999	80,658	82,354
17	60,783	63,639	66,634	69,763	73,035	76,473	79,145	80,810	82,506	84,240
17 1/2	62,206	65,135	68,197	71,402	74,757	78,272	81,012	82,708	84,447	86,224
18	63,639	66,634	69,763	73,035	76,473	80,068	82,868	84,607	86,385	88,198
18 1/2	65,135	68,197	71,402	74,757	78,272	81,949	84,820	86,603	88,423	90,278
19	66,634	69,763	73,035	76,473	80,068	83,833	86,765	88,582	90,443	92,343
19 1/2	68,197	71,402	74,757	78,272	81,949	85,803	88,804	90,672	92,578	94,520
20	69,763	73,035	76,473	80,068	83,833	87,770	90,841	92,749	94,698	96,686
20 1/2	71,402	74,757	78,272	81,949	85,803	89,837	92,981	94,934	96,925	98,963
21	73,035	76,473	80,068	83,833	87,770	91,893	95,111	97,111	99,149	101,229
21-1/2	74,757	78,272	81,949	85,803	89,837	94,059	97,352	99,397	101,483	103,616
22	76,473	80,068	83,833	87,770	91,893	96,210	99,582	101,671	103,807	105,985
22 1/2	78,272	81,949	85,803	89,837	94,059	98,479	101,926	104,069	106,252	108,484
23	80,068	83,833	87,770	91,893	96,210	100,735	104,262	106,450	108,684	110,965
23 1/2	81,949	85,803	89,837	94,059	98,479	103,109	106,718	108,961	111,247	113,585
24	83,833	87,770	91,893	96,210	100,735	105,469	109,160	111,456	113,793	116,185
24 1/2	85,803	89,837	94,059	98,479	103,109	107,957	111,737	114,081	116,478	118,924
25	87,770	91,893	96,210	100,735	105,469	110,428	114,293	116,693	119,145	121,645
25 1/2	89,837	94,059	98,479	103,109	107,957	113,029	116,984	119,442	121,948	124,509
26	91,893	96,210	100,735	105,469	110,428	115,618	119,665	122,180	124,744	127,364
26 1/2	94,059	98,479	103,109	107,957	113,029	118,340	122,483	125,055	127,678	130,362
27	96,210	100,735	105,469	110,428	115,618	121,049	125,287	127,917	130,603	133,346
27 1/2	98,479	103,109	107,957	113,029	118,340	123,900	128,238	130,935	133,678	136,490
28	100,735	105,469	110,428	115,618	121,049	126,741	131,175	133,930	136,745	139,618
28 1/2	103,109	107,957	113,029	118,340	123,900	129,725	134,267	137,086	139,966	142,901
29	105,469	110,428	115,618	121,049	126,741	132,694	137,342	140,227	143,172	146,177
29 1/2	107,957	113,029	118,340	123,900	129,725	135,823	140,577	143,530	146,543	149,619
30	110,428	115,618	121,049	126,741	132,694	138,932	143,797	146,818	149,899	153,048
30 1/2	113,029	118,340	123,900	129,725	135,823	142,206	147,182	150,275	153,431	156,650
31	115,618	121,049	126,741	132,694	138,932	145,463	150,556	153,714	156,947	160,241
32	121,049	126,741	132,694	138,932	145,463	152,303	157,632	160,943	164,323	167,774
33	126,741	132,694	138,932	145,463	152,303	159,459	165,043	168,510	172,048	175,659
34	132,694	138,932	145,463	152,303	159,459	166,956	172,799	176,428	180,132	183,913
35	138,932	145,463	152,303	159,459	166,956	174,805	180,920	184,723	188,598	192,558
36	145,463	152,303	159,459	166,956	174,805	183,020	189,423	193,405	197,465	201,612

Effective Date -- January 1, 2022

Plan reflects a 2.50% across the board increase.

# Pay and Classification Plan



## 2022 Pay and Classification Plan – Employees hired on or after January 1, 2011

### Unclassified

Village Manager

### *Department Directors*

### Position Grade GG

Assistant Village Manager/Corporation Counsel

### Position Grade FF

Engineering & Public Works Director

### Position Grade EE

Finance Director

### Position Grade CC

Assistant Village Manager  
Community Development Director

### Position Grade AA

Administrative Services Director  
Water Management Director

### *Regular Pay Schedule*

### Position Grade R

Human Resources Director  
Village Engineer  
Deputy Public Works Director

### Position Grade P

Assistant Public Works Director  
Assistant Finance Director

### Position Grade N

Assistant Village Engineer  
Assistant Community Dev. Director  
Assistant Dir. of Admin. Services  
Asst. Water Management Director

### Position Grade M

Administration Manager  
Street/Utility Superintendent  
Systems Administrator  
Water/Sewer Superintendent  
Vehicle Maint. Superintendent

### Position Grade L

Assistant to the Village Manager  
Building and Code Supervisor  
Civil Engineer II

### Position Grade K

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

Facilities Manager  
Inspector (Building –  
Electrical – Plumbing)  
Mechanic III (EVT  
certified)  
Museum Director  
Plan Reviewer  
Purchasing Manager  
Project Engineer  
Water Plant  
Electrician  
Administration  
Systems Analyst  
Mechanic II (Equipment Coordinator)

### Position Grade I

Asst. to the Public Works  
Director  
Cable TV Coordinator  
Crew Leader  
Forester  
Mechanic II  
Social Worker  
Utility Technician/Crew Leader  
Water Meter Supervisor (Crew  
Leader)  
Water Plant Chemist  
Water Treatment Operator II

### Position Grade H

Accountant  
Management Assistant  
Zoning Enforcement Officer  
Water Treatment Operator I (certified)

### Position Grade G

Customer Service Supervisor  
Engineering Assistant I  
Mechanic I  
Maintenance Mechanic  
Planner II  
Records Supervisor  
Water Treatment Operator I

### Position Grade F

Customer Service Specialist  
Legal Assistant/Deputy Village  
Clerk  
Human Resource Generalist I  
Maintenance Worker II  
Telecommunicator  
Webmaster (PT)  
Management Analyst

### Position Grade E

Engineering Technician  
Fire/Police Secretary (Admin Assist II)  
Planner I  
WP Instrument Maintainer

### Position Grade D

Admin Secretary (Admin Assist I)  
Accounts Receivable/Payable Clerk II  
Community Services Officer I  
Data Processing Clerk II  
Facilities Maintainer II  
Fire Inspector  
Maintenance Worker I  
Meter Repair Tech  
Permit Technician

### Position Grade C

Facilities Maintainer I

### Position Grade B

Accounts Receivable/Payable Clerk  
Data Processing Clerk  
Permit Clerk  
Police Records Clerk  
Public Works Assistant  
Front Counter Assistant  
Technical Support Specialist  
(P/T)

### Position Grade A

Community Service Officer (PT)  
Museum Curator

# Village of Wilmette 2022 Pay Plan

Employees hired on or after January 1, 2011



Pay Grade	Pay Steps																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
A	48,993	49,729	50,474	51,232	52,000	52,779	53,572	54,375	55,191	56,019	56,860	57,713	58,580	59,458	60,350	61,256	62,173	63,107	64,053	65,014
B	51,932	52,711	53,502	54,303	55,118	55,946	56,785	57,639	58,502	59,380	60,270	61,175	62,093	63,024	63,969	64,929	65,902	66,893	67,896	68,913
C	55,050	55,877	56,715	57,566	58,429	59,307	60,195	61,098	62,016	62,944	63,889	64,847	65,820	66,808	67,811	68,829	69,859	70,907	71,970	73,051
D	58,353	59,229	60,117	61,018	61,934	62,862	63,804	64,762	65,733	66,720	67,721	68,739	69,768	70,815	71,876	72,954	74,049	75,159	76,288	77,433
E	61,853	62,781	63,722	64,679	65,649	66,634	67,634	68,649	69,676	70,723	71,783	72,860	73,953	75,062	76,189	77,332	78,492	79,670	80,864	82,078
F	65,568	66,552	67,550	68,564	69,591	70,636	71,696	72,771	73,863	74,971	76,096	77,237	78,393	79,571	80,765	81,975	83,204	84,453	85,719	87,003
G	69,498	70,542	71,600	72,674	73,764	74,870	75,992	77,133	78,291	79,463	80,655	81,866	83,094	84,339	85,605	86,890	88,193	89,515	90,859	92,222
H	73,671	74,775	75,897	77,035	78,192	79,365	80,555	81,763	82,990	84,236	85,500	86,782	88,083	89,405	90,745	92,107	93,489	94,889	96,313	97,758
I	78,091	79,262	80,450	81,657	82,882	84,125	85,387	86,668	87,968	89,288	90,627	91,987	93,367	94,767	96,189	97,631	99,096	100,582	102,090	103,622
J	82,776	84,017	85,277	86,556	87,855	89,173	90,511	91,868	93,245	94,643	96,064	97,505	98,968	100,452	101,958	103,489	105,040	106,616	108,215	109,839
K	87,742	89,057	90,393	91,749	93,124	94,522	95,939	97,379	98,839	100,322	101,828	103,354	104,905	106,479	108,076	109,697	111,341	113,011	114,706	116,427
L	92,128	93,508	94,911	96,335	97,780	99,247	100,735	102,247	103,781	105,337	106,916	108,521	110,149	111,800	113,478	115,179	116,908	118,661	120,443	122,249
M	96,734	98,185	99,658	101,154	102,669	104,211	105,774	107,362	108,971	110,606	112,264	113,948	115,657	117,391	119,152	120,941	122,754	124,596	126,463	128,360
N	101,569	103,093	104,640	106,209	107,803	109,421	111,062	112,726	114,418	116,134	117,876	119,644	121,439	123,261	125,109	126,987	128,892	130,825	132,788	134,779
O	106,648	108,248	109,872	111,520	113,192	114,889	116,613	118,362	120,138	121,941	123,770	125,626	127,511	129,425	131,366	133,336	135,337	137,367	139,428	141,520
P	111,980	113,662	115,365	117,097	118,852	120,636	122,445	124,281	126,146	128,039	129,960	131,909	133,888	135,895	137,933	140,002	142,102	144,235	146,399	148,594
Q	118,702	120,483	122,291	124,124	125,987	127,876	129,795	131,741	133,718	135,723	137,759	139,826	141,924	144,052	146,212	148,404	150,631	152,890	155,183	157,511
R	124,641	126,509	128,405	130,333	132,288	134,272	136,286	138,331	140,406	142,512	144,649	146,818	149,020	151,255	153,526	155,828	158,165	160,537	162,945	165,390
AA	120,719	122,530	124,367	126,233	128,127	130,050	132,000	133,979	135,989	138,028	140,098	142,200	144,332	146,497	148,695	150,925	153,188	155,487	157,818	160,186
BB	126,753	128,654	130,583	132,542	134,530	136,548	138,597	140,675	142,788	144,928	147,102	149,309	151,548	153,821	156,128	158,470	160,847	163,260	165,710	168,195
CC	133,090	135,085	137,112	139,169	141,256	143,375	145,524	147,709	149,923	152,173	154,454	156,772	159,124	161,511	163,934	166,393	168,888	171,422	173,993	176,603
DD	139,742	141,838	143,966	146,126	148,315	150,542	152,800	155,091	157,418	159,780	162,177	164,609	167,078	169,584	172,129	174,711	177,332	179,993	182,692	185,432
EE	146,729	148,930	151,164	153,433	155,734	158,069	160,441	162,847	165,289	167,769	170,286	172,840	175,432	178,064	180,735	183,446	186,198	188,992	191,828	194,705
FF	154,068	156,378	158,724	161,105	163,521	165,972	168,464	170,991	173,555	176,161	178,803	181,482	184,205	186,968	189,775	192,619	195,510	198,441	201,418	204,439
GG	161,770	164,197	166,661	169,160	171,697	174,273	176,886	179,539	182,233	184,966	187,741	190,556	193,414	196,317	199,262	202,251	205,285	208,363	211,489	214,662
HH	169,858	172,405	174,991	177,616	180,281	182,986	185,731	188,516	191,343	194,213	197,127	200,084	203,084	206,131	209,223	212,363	215,547	218,780	222,063	225,393
U	190,027	192,878	195,770	198,707	201,687	204,713	207,785	210,901	214,066	217,276	220,536	223,843	227,202	230,610	234,069	237,581	241,145	244,762	248,433	252,159

Effective Date -- January 1, 2022

Plan reflects a 2.50% across the board increase.



## 2022 Pay and Classification Plan – Sworn Public Safety Positions

### Police Department

Position	Salary Range
Chief	\$113,312 - \$205,378
Deputy Chief	\$108,169 - \$169,816
Commander	\$105,883 - \$155,115

	Step 1	Step 2	Step 3	Step 4
Sergeant	131,175	133,930	136,745	139,618

*\*Sergeants are eligible to receive an annual stipend*

### Fire Department

Position	Salary Range
Chief	\$113,312 - \$205,378
Deputy Chief	\$108,169 - \$169,816
Duty Chief	\$105,883 - \$155,115

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Longevity "A"	Longevity "B"	Longevity "C"	Longevity "D"
Lieutenant/ Paramedic	98,479	103,109	107,957	113,029	118,340	123,900	128,236	130,935	133,678	136,490



## 2022 Pay and Classification Plan – Seasonal/Part-Time Employees hired on or after January 1, 2011

### **P1**

Office Clerk  
Custodian  
Summer Laborer  
Bike Patrol Officer  
Park Guard

### **P2**

Inspector I  
Intern  
Landscape Assistant  
Leaf Collector  
Park Guard Supervisor  
Building Maintainer

### **P3**

Crossing Guard  
Front Counter Assistant

### **P4**

CATV Production Assistant  
Inspector II  
Museum Assistant

**Village of Wilmette 2022 Pay Plan**  
*Part-Time or Seasonal Employees hired on or after January 1, 2011*



Pay Grade	Pay Steps				
	1	2	3	4	5
P1	15.21	15.51	15.83	16.13	16.48
P2	18.07	18.45	18.80	19.15	19.55
P3	20.72	21.15	21.58	22.01	22.45
P4	24.43	24.93	25.43	25.94	26.46

**Step Increase is 2% per Step**  
**Effective Date -- January 1, 2022**  
**Plan reflects a 2.50% across the board increase.**

**Village of Wilmette**  
*Personnel Budget Summary*  
*Ten Year History of Authorized Full Time Equivalent Employees*



DEPARTMENT	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Administration</b>										
Administration	6.35	6.05	5.70	5.70	5.85	5.70	5.70	5.70	5.00	5.00
Cable Programming Services	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30
Museum	1.80	1.80	1.80	1.80	1.80	1.80	1.80	1.80	2.10	2.10
<b>Total Administration FTE's</b>	<b>9.45</b>	<b>9.15</b>	<b>8.80</b>	<b>8.80</b>	<b>8.95</b>	<b>8.80</b>	<b>8.80</b>	<b>8.80</b>	<b>8.40</b>	<b>8.40</b>
<b>Law</b>	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00
<b>Administrative Services</b>	2.75	2.75	2.70	2.70	2.70	2.70	2.70	2.70	2.70	2.70
<b>Finance</b>	9.20	10.03	10.65	10.65	10.00	11.04	10.84	10.84	11.84	13.44
<b>Community Development:</b>										
Community Development	10.23	10.43	10.95	11.25	11.25	9.75	10.75	10.75	11.00	12.50
Business Development	-	-	-	-	-	1.00	1.00	1.00	1.00	1.50
Health	2.00	2.00	2.00	2.00	2.00	-	-	-	-	-
<b>Total Community Development FTE's</b>	<b>12.23</b>	<b>12.43</b>	<b>12.95</b>	<b>13.25</b>	<b>13.25</b>	<b>10.75</b>	<b>11.75</b>	<b>11.75</b>	<b>12.00</b>	<b>14.00</b>
<b>Engineering and Public Works:</b>										
Engineering	5.55	5.55	5.50	4.50	4.75	6.25	7.50	8.45	7.45	7.45
Buildings & Grounds	3.50	3.50	3.00	3.00	3.00	3.00	3.00	3.00	3.50	3.50
Street Department	22.00	20.20	21.45	21.00	21.45	21.45	21.45	22.25	23.25	23.25
Vehicle Maintenance	6.40	7.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Sewer & Water	12.00	13.00	13.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
<b>Total EPW FTE's</b>	<b>49.45</b>	<b>49.25</b>	<b>48.95</b>	<b>46.50</b>	<b>47.20</b>	<b>48.70</b>	<b>49.95</b>	<b>51.70</b>	<b>52.20</b>	<b>52.20</b>
<b>Water Plant</b>	16.80	16.80	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00
<b>Fire:</b>										
Sworn Personnel	46.00	46.00	46.00	45.00	45.00	44.00	44.00	44.00	44.00	44.00
Non-Sworn Personnel	2.25	2.35	2.35	2.00	1.00	1.00	1.00	1.00	1.00	1.00
Seasonal Personnel	-	-	0.25	0.60	0.60	0.91	0.91	1.15	0.80	0.80
<b>Total Fire FTE's</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>46.15</b>	<b>45.80</b>	<b>45.80</b>
<b>Police:</b>										
Sworn Personnel	44.00	44.00	44.00	44.00	44.00	44.00	44.00	44.00	44.00	45.00
Non-Sworn Personnel - Operations	4.13	4.13	3.13	3.13	3.13	3.13	3.13	2.80	2.93	2.93
Non-Sworn Personnel - Telecomm.	9.00	9.00	9.00	9.00	9.00	8.75	8.75	8.75	8.75	8.75
Non-Sworn Personnel - Services	4.00	4.00	5.50	5.50	5.50	5.50	5.50	6.50	6.50	6.50
Non-Sworn Personnel - Crossing Guards	5.20	5.20	5.20	5.20	5.20	5.20	5.20	5.53	5.40	5.40
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>67.33</b>	<b>67.33</b>	<b>67.83</b>	<b>67.83</b>	<b>67.83</b>	<b>67.58</b>	<b>67.58</b>	<b>68.58</b>	<b>68.58</b>	<b>69.58</b>
<b>Total Full Time Equivalent Positions</b>	<b>215.45</b>	<b>216.08</b>	<b>218.48</b>	<b>215.33</b>	<b>214.53</b>	<b>214.48</b>	<b>216.53</b>	<b>219.52</b>	<b>220.52</b>	<b>225.12</b>

# Village of Wilmette

## Personnel Budget Summary

Ten Year History of Authorized Full Time Equivalent Employees - Full Time and Semi-Full Time Employees



DEPARTMENT	2013	2014	2015	2016	2017	2018	2019	2020	2021
<b>Administration</b>									
Administration	5.80	6.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Cable Programming Services	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Museum	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>Total Administration</b>	<b>7.80</b>	<b>8.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b>Law</b>	-	-	-	-	-	1.00	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
<b>Finance</b>	6.20	7.20	8.00	8.00	8.00	9.00	9.00	9.00	10.00
<b>Community Development</b>									
Community Development	7.35	7.55	8.55	9.75	9.75	9.75	10.75	10.75	11.00
Health	2.00	2.00	2.00	2.00	2.00	-	-	-	-
<b>Total Community Development</b>	<b>9.35</b>	<b>9.55</b>	<b>10.55</b>	<b>11.75</b>	<b>11.75</b>	<b>9.75</b>	<b>10.75</b>	<b>10.75</b>	<b>11.00</b>
<b>Engineering and Public Works</b>									
Engineering	5.00	5.00	5.00	4.00	4.00	5.00	6.00	7.00	6.00
Buildings & Grounds	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Street Department	19.00	17.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00
Vehicle Maintenance	6.00	7.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Sewer & Water Dept.	12.00	13.00	13.00	12.00	12.00	12.00	12.00	12.00	12.00
<b>Total EPW</b>	<b>45.00</b>	<b>45.00</b>	<b>45.00</b>	<b>43.00</b>	<b>43.00</b>	<b>44.00</b>	<b>45.00</b>	<b>46.00</b>	<b>45.00</b>
<b>Water Plant</b>	16.80	16.80	18.00	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
Non-Sworn Personnel - Operation	3.00	3.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Non-Sworn Personnel - Telecomn	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	5.00	5.00	5.00	5.00	5.00	5.00	5.00
<b>Total Police</b>	<b>58.00</b>	<b>58.00</b>	<b>58.00</b>	<b>58.00</b>	<b>58.00</b>	<b>58.00</b>	<b>58.00</b>	<b>58.00</b>	<b>58.00</b>
<b>Fire:</b>									
Sworn Personnel	46.00	46.00	46.00	45.00	45.00	44.00	44.00	44.00	44.00
Non-Sworn Personnel	1.80	2.00	2.00	2.00	1.00	1.00	1.00	1.00	1.00
<b>Total Fire</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>45.00</b>
<b>Total Full Time Equivalent Positions for Full-Time and Semi-Full-Time Positions</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>196.75</b>	<b>197.00</b>
<b>Gross Number of Positions Receiving Full Benefits</b>	<b>195</b>	<b>196</b>	<b>197</b>	<b>195</b>	<b>194</b>	<b>194</b>	<b>196</b>	<b>197</b>	<b>197</b>



# Village of Wilmette

## Personnel Budget Summary

Ten Year History of Authorized Full Time Equivalent Employees - Part Time and Seasonal Employees



DEPARTMENT	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Administration - Part-time	0.55	0.05	0.70	0.70	0.85	0.70	0.70	0.70	0.70	-
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	1.10
Law - Part-time	-	-	-	-	-	-	-	-	-	-
Administrative Services - Part-time	0.75	0.75	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70
Finance - Part-time	3.00	2.83	2.65	2.65	2.00	2.04	1.84	1.84	1.84	2.44
Community Development - Part-time	2.88	2.88	2.40	1.50	1.50	1.00	1.00	1.00	1.00	2.00
Community Development - Seasonal	-	-	-	-	-	-	-	-	-	-
Health	-	-	-	-	-	-	-	-	-	-
Engineering - Part-time	0.55	0.55	0.50	0.50	0.75	1.25	1.50	1.45	1.15	1.65
Engineering - Seasonal	-	-	-	-	-	-	-	-	-	-
Buildings & Grounds - Part-time	0.50	0.50	-	-	-	-	-	-	0.50	0.50
Buildings & Grounds - Seasonal	-	-	-	-	-	-	-	-	-	-
Street Department - Part-time	1.00	1.20	1.45	1.00	1.45	1.45	1.45	0.50	2.05	2.05
Street Department - Seasonal	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	3.00	3.00
Vehicle Maintenance - Part-time	0.40	-	-	-	-	-	-	-	-	-
Vehicle Maintenance - Seasonal	-	-	-	-	-	-	-	-	-	-
Sewer & Water Dept. - Part-time	-	-	-	-	-	-	-	-	-	-
Water Plant - Part-time	-	-	-	-	-	-	-	-	-	-
Water Plant - Seasonal	-	-	-	-	-	-	-	-	-	-
Police:										
Part-time - Service	-	-	0.50	0.50	0.50	0.50	0.75	0.50	0.50	0.50
Part-time - Operations	1.13	1.13	1.13	1.13	1.13	1.13	1.13	1.80	1.93	1.93
Part-time - Telecommunicators	2.00	2.00	2.00	2.00	1.75	1.75	1.75	1.75	1.75	1.75
Part-time - Crossing Guards	5.20	5.20	5.20	5.20	5.20	5.20	5.53	5.53	5.40	5.40
Seasonal Personnel	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fire:										
Part-time	0.45	0.35	0.35	0.35	0.35	0.66	0.66	0.90	0.90	0.80
Seasonal	-	-	0.25	0.25	0.25	0.25	0.25	0.25	-	-
<b>Total Full Time Equivalent Positions for Part-Time and Seasonal Positions</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>21.02</b>	<b>23.52</b>	<b>25.12</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.

**Village of Willmette**  
Proposed 2022 Budget- Payroll Summary



Character	PERSONNEL EXPENSE
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		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
<b>ADMINISTRATION</b>								
CABLE TV	EMPLOYEE BENEFITS	36,254	39,711	41,531	41,001	40,840	(691)	-1.7%
	REGULAR WAGES	95,284	98,371	101,200	99,604	105,625	4,425	4.4%
<i>CABLE TV Total</i>		<i>131,537</i>	<i>138,082</i>	<i>142,731</i>	<i>140,605</i>	<i>146,465</i>	<i>3,734</i>	<i>2.6%</i>
FIRE & POLICE COMMISSION	EMPLOYEE BENEFITS	12,892	20,831	20,088	20,066	20,936	848	4.2%
	REGULAR WAGES	55,037	53,082	47,390	47,549	50,239	2,849	6.0%
<i>FIRE &amp; POLICE COMMISSION Total</i>		<i>67,928</i>	<i>73,913</i>	<i>67,478</i>	<i>67,615</i>	<i>71,175</i>	<i>3,697</i>	<i>5.5%</i>
HISTORICAL MUSEUM	EMPLOYEE BENEFITS	26,091	27,687	29,345	29,372	32,703	3,358	11.4%
	REGULAR WAGES	142,803	151,735	148,301	151,548	166,563	18,262	12.3%
<i>HISTORICAL MUSEUM Total</i>		<i>168,894</i>	<i>179,422</i>	<i>177,646</i>	<i>180,920</i>	<i>199,266</i>	<i>21,620</i>	<i>12.2%</i>
VILLAGE MANAGER'S OFFICE	EMPLOYEE BENEFITS	142,058	167,681	155,391	158,167	163,302	7,911	5.1%
	REGULAR WAGES	481,985	501,648	460,022	464,984	495,739	35,717	7.8%
<i>VILLAGE MANAGER'S OFFICE Total</i>		<i>624,043</i>	<i>669,329</i>	<i>615,413</i>	<i>623,151</i>	<i>659,041</i>	<i>43,628</i>	<i>7.1%</i>
<b>ADMINISTRATION Total</b>		<b>992,403</b>	<b>1,060,746</b>	<b>1,003,268</b>	<b>1,012,291</b>	<b>1,075,947</b>	<b>72,679</b>	<b>7.2%</b>
<b>COMMUNITY DEVELOPMENT</b>								
COMMUNITY DEVELOPMENT	EMPLOYEE BENEFITS	362,595	401,714	415,486	415,250	449,626	34,140	8.2%
	OVERTIME WAGES	13,187	15,525	500	1,133	500	-	0.0%
	REGULAR WAGES	1,013,436	1,059,682	1,122,391	1,122,776	1,331,420	209,029	18.6%
<i>COMMUNITY DEVELOPMENT Total</i>		<i>1,389,218</i>	<i>1,476,921</i>	<i>1,538,377</i>	<i>1,539,159</i>	<i>1,781,546</i>	<i>243,169</i>	<i>15.8%</i>
HEALTH	EMPLOYEE BENEFITS	(20)	-	-	-	-	-	0.0%
<i>HEALTH Total</i>		<i>(20)</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0.0%</i>
BUSINESS DEVELOPMENT	EMPLOYEE BENEFITS	25,280	21,572	23,479	23,221	24,137	658	2.8%
	REGULAR WAGES	60,799	62,068	63,980	63,923	90,210	26,230	41.0%
<i>BUSINESS DEVELOPMENT Total</i>		<i>86,079</i>	<i>83,640</i>	<i>87,459</i>	<i>87,144</i>	<i>114,347</i>	<i>26,888</i>	<i>30.7%</i>
<b>COMMUNITY DEVELOPMENT Total</b>		<b>1,475,278</b>	<b>1,560,561</b>	<b>1,625,836</b>	<b>1,626,303</b>	<b>1,895,893</b>	<b>270,057</b>	<b>16.6%</b>
<b>FINANCE</b>								
FINANCE	EMPLOYEE BENEFITS	247,150	274,667	277,701	278,979	288,345	10,644	3.8%
	OVERTIME WAGES	-	558	-	-	-	-	0.0%
	REGULAR WAGES	769,234	811,365	852,832	855,114	1,015,031	162,199	19.0%
<i>FINANCE Total</i>		<i>1,016,385</i>	<i>1,086,590</i>	<i>1,130,533</i>	<i>1,134,093</i>	<i>1,303,376</i>	<i>172,843</i>	<i>15.3%</i>
<b>FINANCE Total</b>		<b>1,016,385</b>	<b>1,086,590</b>	<b>1,130,533</b>	<b>1,134,093</b>	<b>1,303,376</b>	<b>172,843</b>	<b>15.3%</b>
<b>FIRE</b>								
FIRE	EMPLOYEE BENEFITS	1,056,981	1,108,235	1,149,731	1,138,964	1,118,329	(31,402)	-2.7%
	OFF-DUTY RESPONSE WAGES	9,429	9,239	10,000	10,000	10,000	-	0.0%
	OVERTIME WAGES	414,266	386,768	312,750	353,235	312,750	-	0.0%
	OVERTIME WAGES - GRANT FUNDED	14,478	6,494	-	14,258	-	-	0.0%
	REGULAR WAGES	4,804,864	5,006,155	5,242,737	5,248,923	5,274,620	31,883	0.6%
<i>FIRE Total</i>		<i>6,300,019</i>	<i>6,516,891</i>	<i>6,715,218</i>	<i>6,765,380</i>	<i>6,715,699</i>	<i>481</i>	<i>0.0%</i>
<b>FIRE Total</b>		<b>6,300,019</b>	<b>6,516,891</b>	<b>6,715,218</b>	<b>6,765,380</b>	<b>6,715,699</b>	<b>481</b>	<b>0.0%</b>
<b>INFORMATION TECHNOLOGY</b>								

**Village of Willmette**  
Proposed 2022 Budget- Payroll Summary



Character	PERSONNEL EXPENSE
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		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
INFORMATION TECHNOLOGY	EMPLOYEE BENEFITS	94,529	91,828	94,436	93,907	97,394	2,958	3.1%
	REGULAR WAGES	294,098	259,545	274,841	270,464	284,206	9,365	3.4%
<i>INFORMATION TECHNOLOGY Total</i>		<i>388,627</i>	<i>351,373</i>	<i>369,277</i>	<i>364,371</i>	<i>381,600</i>	<i>12,323</i>	<i>3.3%</i>
<b>INFORMATION TECHNOLOGY Total</b>		<b>388,627</b>	<b>351,373</b>	<b>369,277</b>	<b>364,371</b>	<b>381,600</b>	<b>12,323</b>	<b>3.3%</b>
<b>LAW</b>								
LAW	EMPLOYEE BENEFITS	30,450	35,801	36,673	39,927	38,384	1,711	4.7%
	REGULAR WAGES	181,245	197,143	206,677	206,624	214,997	8,320	4.0%
<i>LAW Total</i>		<i>211,696</i>	<i>232,944</i>	<i>243,350</i>	<i>246,551</i>	<i>253,381</i>	<i>10,031</i>	<i>4.1%</i>
<b>LAW Total</b>		<b>211,696</b>	<b>232,944</b>	<b>243,350</b>	<b>246,551</b>	<b>253,381</b>	<b>10,031</b>	<b>4.1%</b>
<b>POLICE</b>								
POLICE - CROSSING GUARDS	EMPLOYEE BENEFITS	20,049	20,548	21,812	19,903	22,946	1,134	5.2%
	REGULAR WAGES	251,008	243,366	260,962	262,147	274,505	13,543	5.2%
<i>POLICE - CROSSING GUARDS Total</i>		<i>271,056</i>	<i>263,914</i>	<i>282,774</i>	<i>282,050</i>	<i>297,451</i>	<i>14,677</i>	<i>5.2%</i>
POLICE OPERATIONS	EMPLOYEE BENEFITS	928,500	917,171	952,754	960,911	1,007,249	54,495	5.7%
	OVERTIME WAGES	344,103	319,516	300,000	317,850	300,000	-	0.0%
	OVERTIME WAGES - GRANT FUNDED	11,895	2,136	-	4,147	-	-	0.0%
	REGULAR WAGES	4,848,151	4,944,147	5,311,143	5,198,282	5,494,350	183,207	3.4%
<i>POLICE OPERATIONS Total</i>		<i>6,132,650</i>	<i>6,182,970</i>	<i>6,563,897</i>	<i>6,481,190</i>	<i>6,801,599</i>	<i>237,702</i>	<i>3.6%</i>
POLICE SERVICES	EMPLOYEE BENEFITS	228,430	245,727	258,546	262,795	263,217	4,671	1.8%
	OVERTIME WAGES	2,948	-	300	-	300	-	0.0%
	REGULAR WAGES	591,432	565,393	598,227	603,499	620,406	22,179	3.7%
<i>POLICE SERVICES Total</i>		<i>822,810</i>	<i>811,120</i>	<i>857,073</i>	<i>866,294</i>	<i>883,923</i>	<i>26,850</i>	<i>3.1%</i>
PUBLIC SAFETY COMMUNICATIONS	EMPLOYEE BENEFITS	266,981	300,453	313,274	314,842	324,818	11,544	3.7%
	OVERTIME WAGES	77,339	55,081	64,000	65,304	64,000	-	0.0%
	REGULAR WAGES	733,755	772,568	784,086	784,274	842,486	58,400	7.4%
<i>PUBLIC SAFETY COMMUNICATIONS Total</i>		<i>1,078,074</i>	<i>1,128,102</i>	<i>1,161,360</i>	<i>1,164,420</i>	<i>1,231,304</i>	<i>69,944</i>	<i>6.0%</i>
<b>POLICE Total</b>		<b>8,304,591</b>	<b>8,386,106</b>	<b>8,865,104</b>	<b>8,793,954</b>	<b>9,214,277</b>	<b>349,173</b>	<b>3.9%</b>
<b>SEWER</b>								
SEWER - OPERATIONS	EMPLOYEE BENEFITS	219,753	234,786	252,290	262,217	245,987	(6,303)	-2.5%
	OVERTIME WAGES	18,574	13,079	10,900	10,903	10,900	-	0.0%
	REGULAR WAGES	644,020	542,614	630,068	638,148	647,478	17,410	2.8%
<i>SEWER - OPERATIONS Total</i>		<i>882,346</i>	<i>790,479</i>	<i>893,258</i>	<i>911,268</i>	<i>904,365</i>	<i>11,107</i>	<i>1.2%</i>
SEWER - STORM WATER PUMP STATI	EMPLOYEE BENEFITS	2,749	40,468	42,557	36,127	32,650	(9,907)	-23.3%
	OVERTIME WAGES	16,291	17,281	13,000	12,476	13,000	-	0.0%
	REGULAR WAGES	-	62,485	65,610	65,625	67,634	2,024	3.1%
<i>SEWER - STORM WATER PUMP STATI Total</i>		<i>19,040</i>	<i>120,234</i>	<i>121,167</i>	<i>114,228</i>	<i>113,284</i>	<i>(7,883)</i>	<i>-6.5%</i>
<b>SEWER Total</b>		<b>901,387</b>	<b>910,713</b>	<b>1,014,425</b>	<b>1,025,496</b>	<b>1,017,649</b>	<b>3,224</b>	<b>0.3%</b>
<b>WATER</b>								
WATER - BILLING	EMPLOYEE BENEFITS	22,301	18,265	19,311	19,155	19,837	526	2.7%
	OVERTIME WAGES	-	638	500	500	500	-	0.0%

**Village of Willmette**  
Proposed 2022 Budget- Payroll Summary



Character	PERSONNEL EXPENSE
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		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
WATER - BILLING	REGULAR WAGES	58,605	50,998	53,670	53,757	55,212	1,542	2.9%
<i>WATER - BILLING Total</i>		<i>80,906</i>	<i>69,901</i>	<i>73,481</i>	<i>73,412</i>	<i>75,549</i>	<i>2,068</i>	<i>2.8%</i>
WATER - DISTRIBUTION	EMPLOYEE BENEFITS	169,920	189,529	206,094	213,300	196,014	(10,080)	-4.9%
	OVERTIME WAGES	34,390	33,470	37,600	34,020	37,600	-	0.0%
	REGULAR WAGES	444,468	464,800	481,419	486,832	483,199	1,780	0.4%
<i>WATER - DISTRIBUTION Total</i>		<i>648,778</i>	<i>687,799</i>	<i>725,113</i>	<i>734,152</i>	<i>716,813</i>	<i>(8,300)</i>	<i>-1.1%</i>
WATER - METERING & RESERVOIR	EMPLOYEE BENEFITS	49,921	54,297	56,439	56,252	58,441	2,002	3.5%
	OVERTIME WAGES	68	-	625	625	625	-	0.0%
	REGULAR WAGES	152,459	156,852	161,766	161,766	166,847	5,081	3.1%
<i>WATER - METERING &amp; RESERVOIR Total</i>		<i>202,448</i>	<i>211,149</i>	<i>218,830</i>	<i>218,643</i>	<i>225,913</i>	<i>7,083</i>	<i>3.2%</i>
WATER - MISCELLANEOUS	EMPLOYEE BENEFITS	110,087	127,765	130,845	129,319	137,748	6,903	5.3%
	OVERTIME WAGES	-	44	-	225	-	-	0.0%
	REGULAR WAGES	370,309	388,505	397,067	396,733	423,305	26,238	6.6%
<i>WATER - MISCELLANEOUS Total</i>		<i>480,395</i>	<i>516,314</i>	<i>527,912</i>	<i>526,277</i>	<i>561,053</i>	<i>33,141</i>	<i>6.3%</i>
WATER - PLANT OPERATIONS	EMPLOYEE BENEFITS	583,215	625,024	659,939	659,322	677,296	17,357	2.6%
	OVERTIME WAGES	37,574	39,788	35,725	30,247	35,725	-	0.0%
	REGULAR WAGES	1,379,842	1,515,358	1,529,613	1,533,953	1,583,711	54,098	3.5%
<i>WATER - PLANT OPERATIONS Total</i>		<i>2,000,631</i>	<i>2,180,170</i>	<i>2,225,277</i>	<i>2,223,522</i>	<i>2,296,732</i>	<i>71,455</i>	<i>3.2%</i>
<b>WATER Total</b>		<b>3,413,159</b>	<b>3,665,333</b>	<b>3,770,613</b>	<b>3,776,006</b>	<b>3,876,060</b>	<b>105,447</b>	<b>2.8%</b>
<b>ENGINEERING &amp; PUBLIC WORKS</b>								
BUILDINGS & GROUNDS	EMPLOYEE BENEFITS	86,919	104,971	108,209	107,179	91,299	(16,910)	-15.6%
	OVERTIME WAGES	11,803	6,381	10,580	10,400	10,580	-	0.0%
	REGULAR WAGES	188,248	225,105	231,166	233,499	217,470	(13,696)	-5.9%
<i>BUILDINGS &amp; GROUNDS Total</i>		<i>286,969</i>	<i>336,457</i>	<i>349,955</i>	<i>351,078</i>	<i>319,349</i>	<i>(30,606)</i>	<i>-8.7%</i>
ENGINEERING	EMPLOYEE BENEFITS	158,806	174,983	182,598	185,981	193,534	10,936	6.0%
	OVERTIME WAGES	44	-	500	-	500	-	0.0%
	REGULAR WAGES	511,614	534,259	573,585	565,912	614,885	41,300	7.2%
<i>ENGINEERING Total</i>		<i>670,464</i>	<i>709,242</i>	<i>756,683</i>	<i>751,893</i>	<i>808,919</i>	<i>52,236</i>	<i>6.9%</i>
MUNICIPAL GARAGE	EMPLOYEE BENEFITS	222,193	245,568	264,322	248,939	232,906	(31,416)	-11.9%
	OVERTIME WAGES	5,684	3,206	6,000	11,409	6,000	-	0.0%
	REGULAR WAGES	631,256	651,265	674,823	642,555	622,559	(52,264)	-7.7%
<i>MUNICIPAL GARAGE Total</i>		<i>859,132</i>	<i>900,039</i>	<i>945,145</i>	<i>902,903</i>	<i>861,465</i>	<i>(83,680)</i>	<i>-8.9%</i>
PUBLIC PARKING - CTA	EMPLOYEE BENEFITS	17,685	19,653	21,321	20,799	21,947	626	2.9%
	OVERTIME WAGES	-	-	2,250	1,226	2,250	-	0.0%
	REGULAR WAGES	43,103	43,927	45,447	45,484	46,868	1,421	3.1%
<i>PUBLIC PARKING - CTA Total</i>		<i>60,788</i>	<i>63,580</i>	<i>69,018</i>	<i>67,509</i>	<i>71,065</i>	<i>2,047</i>	<i>3.0%</i>
PUBLIC PARKING - VILLAGE CENTE	EMPLOYEE BENEFITS	19,704	22,711	24,118	24,112	26,972	2,854	11.8%
	OVERTIME WAGES	101	48	560	535	560	-	0.0%
	REGULAR WAGES	46,934	49,337	50,943	51,527	58,761	7,818	15.3%
<i>PUBLIC PARKING - VILLAGE CENTE Total</i>		<i>66,738</i>	<i>72,096</i>	<i>75,621</i>	<i>76,174</i>	<i>86,293</i>	<i>10,672</i>	<i>14.1%</i>

**Village of Willmette**  
Proposed 2022 Budget- Payroll Summary



Character	PERSONNEL EXPENSE
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		2019 Actuals	2020 Actuals	2021 Budget	2021 Estimate	2022 Proposed	Change (\$)	Change (%)
STREET LIGHTING	EMPLOYEE BENEFITS	39,290	39,418	39,844	38,815	41,304	1,460	3.7%
	OVERTIME WAGES	4,929	4,286	6,560	6,243	6,560	-	0.0%
	REGULAR WAGES	118,354	105,952	106,568	103,868	110,786	4,218	4.0%
<i>STREET LIGHTING Total</i>		<i>162,572</i>	<i>149,656</i>	<i>152,972</i>	<i>148,926</i>	<i>158,650</i>	<i>5,678</i>	<i>3.7%</i>
STREETS	EMPLOYEE BENEFITS	372,780	387,807	427,353	430,057	453,447	26,094	6.1%
	OVERTIME WAGES	104,696	76,664	93,860	110,118	93,860	-	0.0%
	REGULAR WAGES	1,062,106	993,746	1,108,967	1,087,697	1,170,392	61,425	5.5%
<i>STREETS Total</i>		<i>1,539,582</i>	<i>1,458,217</i>	<i>1,630,180</i>	<i>1,627,872</i>	<i>1,717,699</i>	<i>87,519</i>	<i>5.4%</i>
TREE MAINTENANCE	EMPLOYEE BENEFITS	104,153	114,776	121,986	120,112	123,748	1,762	1.4%
	OVERTIME WAGES	5,307	7,240	8,990	8,363	8,990	-	0.0%
	REGULAR WAGES	281,450	284,237	301,039	301,444	311,350	10,311	3.4%
<i>TREE MAINTENANCE Total</i>		<i>390,911</i>	<i>406,253</i>	<i>432,015</i>	<i>429,919</i>	<i>444,088</i>	<i>12,073</i>	<i>2.8%</i>
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		<b>4,037,156</b>	<b>4,095,540</b>	<b>4,411,589</b>	<b>4,356,274</b>	<b>4,467,528</b>	<b>55,939</b>	<b>1.3%</b>
<b>Grand Total</b>		<b>27,040,700</b>	<b>27,866,797</b>	<b>29,149,213</b>	<b>29,100,719</b>	<b>30,201,410</b>	<b>1,052,197</b>	<b>3.6%</b>

**Village of Wilmette**  
2022 Salary Worksheets



DEPARTMENT	DIVISION	POSITION	LAST NAME	SALARY	2021 BENEFITS	TOTAL	SALARY	2022 BENEFITS	TOTAL
ADMINISTRATION	CABLE PROGRAMMING	CABLE TV COORDINATOR	MEERSMAN	94,328	40,750	135,078	98,136	40,215	138,351
		CATV ASSISTANT (P/T)	JACOBI	1,907	365	2,272	2,400	201	2,601
		PRODUCTION ASST (PT)	VICK	4,965	415	5,380	5,089	425	5,515
		<b>CABLE PROGRAMMING Total</b>		<b>101,199</b>	<b>41,531</b>	<b>142,730</b>	<b>105,625</b>	<b>40,841</b>	<b>146,466</b>
	HISTORICAL MUSEUM	MUSEUM ASST (P/T)	HAWKINSON	3,935	329	4,264	3,978	332	4,310
		MUSEUM ASST (P/T)	RAMIREZ	34,688	6,649	41,337	-	-	-
		MUSEUM ASST (P/T)	TAYLOR	-	-	-	26,577	5,094	31,671
		MUSEUM ASST (P/T)	WINSTON	15,350	1,283	16,633	-	-	-
		MUSEUM CURATOR (P/T)	RAMIREZ	-	-	-	39,322	7,537	46,859
		MUSEUM DIRECTOR	HUSSEY-ARNTSON	94,328	21,082	115,410	96,686	19,739	116,425
	<b>HISTORICAL MUSEUM Total</b>			<b>148,301</b>	<b>29,344</b>	<b>177,644</b>	<b>166,562</b>	<b>32,703</b>	<b>199,265</b>
	VILLAGE MANAGER'S OFFICE	ASST VILLAGE MGR	HALLGREN	160,536	52,447	212,983	169,488	54,242	223,730
		EXEC SEC/DEP VIL CLK	NORWOOD	80,475	43,049	123,525	85,580	44,773	130,353
		HUMAN RESOURCE MANAGER	CEASE	104,454	49,475	153,929	110,966	51,709	162,675
		MANAGEMENT ANALYST	ARTEAGA	64,929	23,272	88,201	67,550	24,054	91,604
		VILLAGE MANAGER	BRAIMAN	240,000	58,509	298,509	264,539	62,947	327,486
	<b>VILLAGE MANAGER'S OFFICE Total</b>			<b>650,394</b>	<b>226,753</b>	<b>877,147</b>	<b>698,123</b>	<b>237,724</b>	<b>935,847</b>
<b>ADMINISTRATION Total</b>				<b>\$ 899,894</b>	<b>\$ 297,627</b>	<b>\$ 1,197,521</b>	<b>\$ 970,310</b>	<b>\$ 311,268</b>	<b>\$ 1,281,579</b>
ADMINISTRATIVE SERVICES	ADMINISTRATIVE SERVICES	DIRECTOR OF ADM SERV	SKILES	167,541	59,768	227,308	171,714	61,917	233,631
		SYSTEMS ADMINISTRATOR	NGUYEN	131,950	50,179	182,128	137,345	51,453	188,798
		TECH SUPPORT SPEC	LITTLE	43,120	8,265	51,385	44,883	8,603	53,486
	<b>ADMINISTRATIVE SERVICES Total</b>			<b>342,610</b>	<b>118,211</b>	<b>460,821</b>	<b>353,942</b>	<b>121,973</b>	<b>475,916</b>
<b>ADMINISTRATIVE SERVICES Total</b>				<b>\$ 342,610</b>	<b>\$ 118,211</b>	<b>\$ 460,821</b>	<b>\$ 353,942</b>	<b>\$ 121,973</b>	<b>\$ 475,916</b>
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT	ASST DIRECTOR OF CD	ROBERTS	136,813	38,974	175,787	144,213	40,912	185,125
		BUILDING INSPECTOR	NORMAN	96,973	31,278	128,251	99,398	32,254	131,651
		BUILDING INSPECTOR/PLAN REVIEWER	BUILDING INSPECTOR/PLAN REVIEWER VACANT	-	-	-	98,968	20,180	119,147
		BUS DEVL COORD	SIVERTSEN	106,633	39,132	145,765	108,684	40,228	148,912
		CODE ENF OFFICER	BLUMENTHAL	86,421	35,227	121,648	90,288	36,674	126,962
		CODE ENF OFFICER	CODE ENF OFFICER VACANT	-	-	-	66,634	13,914	80,548
		CODE ENF OFFICER (PT)	THOMPSON	42,873	8,218	51,091	-	-	-
		DIRECTOR OF CD	ADLER	175,669	54,066	229,735	180,046	56,026	236,072
		PERMIT CLERK	ANN	61,329	41,112	102,440	-	-	-
		PERMIT CLERK	LARA	59,400	33,762	93,162	62,093	34,519	96,612
		PERMIT TECHNICIAN	ANN	-	-	-	64,762	35,774	100,536
		PLAN REVIEWER	BERG	102,511	42,331	144,842	108,216	44,193	152,409
		PLANNER III	MCMANUS	87,485	26,871	114,357	89,057	28,225	117,282
		PLANNER III	RANDOLPH	101,275	44,253	145,528	103,807	44,974	148,781
		PLUMBING INSPECTOR	BOOKER	91,028	40,480	131,507	101,905	42,575	144,480
		SECRETARY (PT)	BATTISTONI	37,961	3,173	41,135	38,559	3,223	41,782
	<b>COMMUNITY DEVELOPMENT Total</b>			<b>1,186,372</b>	<b>438,875</b>	<b>1,625,247</b>	<b>1,356,629</b>	<b>473,671</b>	<b>1,830,300</b>
<b>COMMUNITY DEVELOPMENT Total</b>				<b>\$ 1,186,372</b>	<b>\$ 438,875</b>	<b>\$ 1,625,247</b>	<b>\$ 1,356,629</b>	<b>\$ 473,671</b>	<b>\$ 1,830,300</b>
FINANCE	FINANCE	ACCOUNTANT	FREIMANIS	89,685	34,064	123,750	92,682	35,105	127,788
		ACCOUNTANT	WAYLAND	89,630	28,066	117,696	92,625	28,914	121,539
		ACCOUNTANT/PART TIME	SUAREZ	37,785	7,243	45,028	39,342	7,541	46,884
		ACCTS RECEIVBLE CLRK	JOYCE	52,797	26,882	79,679	54,304	27,637	81,941
		ACCTS RECEIVBLE CLRK	OMALLEY	54,542	11,552	66,094	56,121	11,853	67,974
		AP/AR CLERK	PRISTOVNIK	52,604	30,840	83,444	54,914	31,813	86,727
		ASST FINANCE DIR	JAROG	136,935	27,521	164,456	146,728	29,406	176,134
		CUST SERV SUPER	PADRON	70,847	41,184	112,031	74,179	42,571	116,749
		CUSTOMER SERVICE SPECIALIST	ISSAC	65,610	40,158	105,767	67,634	30,250	97,885
		FINANCE DIRECTOR	GALL	190,556	52,023	242,579	195,305	53,972	249,277
		FINANCE INTERN	FINANCE INTERN VACANT	-	-	-	8,096	677	8,772
		FRONT CTR ASST (P/T)	FLANAGAN	-	-	-	33,508	6,423	39,931
		FRONT CTR ASST (P/T)	FRONT CTR ASST (P/T) VACANT	34,193	6,554	40,747	-	-	-
		FRONT CTR ASST (P/T)	ROBERTS	39,388	7,550	46,938	40,373	7,739	48,112
		PROCUREMENT SPECIALIST	RUEMLER	92,821	34,670	127,492	97,985	36,130	134,115
	<b>FINANCE Total</b>			<b>1,007,394</b>	<b>348,308</b>	<b>1,355,702</b>	<b>1,053,796</b>	<b>350,032</b>	<b>1,403,827</b>
<b>FINANCE Total</b>				<b>\$ 1,007,394</b>	<b>\$ 348,308</b>	<b>\$ 1,355,702</b>	<b>\$ 1,053,796</b>	<b>\$ 350,032</b>	<b>\$ 1,403,827</b>
FIRE	FIRE	FIRE DEPT SECRETARY	ANDERSON	82,543	28,490	111,033	-	-	-
		FIRE DEPT SECRETARY PT	GAULIN	-	-	-	40,568	7,776	48,344
		FIRE SAFETY INSPECTR	REICHERT	43,433	8,326	51,759	46,942	8,998	55,940
		FIRE SUMMER EMP	BARAN	5,696	476	6,172	-	-	-
		FIRE SUMMER EMP	FIRE SUMMER EMP VACANT	-	-	-	9,397	785	10,182
		DEPUTY FIRE CHIEF	BRILL	156,118	28,169	184,287	160,006	28,491	188,497
		FF II/PARAMEDIC	AGUIRRE-GARCIA	-	-	-	106,028	13,421	119,449
		FF II/PARAMEDIC	BARTON	113,046	27,175	140,221	112,303	27,390	139,693
		FF II/PARAMEDIC	BLOMQUIST	114,559	31,818	146,377	114,619	30,764	145,383
		FF II/PARAMEDIC	BONILLA	109,931	31,711	141,642	107,816	32,638	140,454
		FF II/PARAMEDIC	CIRONE	109,931	14,179	124,110	107,816	14,362	122,178
		FF II/PARAMEDIC	CODY	112,057	31,760	143,818	110,035	24,973	135,009
		FF II/PARAMEDIC	DURBAND	107,685	27,051	134,736	107,816	27,286	135,102
		FF II/PARAMEDIC	EASTMAN	-	-	-	112,303	27,390	139,693
		FF II/PARAMEDIC	FISHER	105,737	24,642	130,380	107,816	24,922	132,738
		FF II/PARAMEDIC	GRAJEWSKI	114,510	21,497	136,007	112,303	21,678	133,981
		FF II/PARAMEDIC	GUTH	106,786	24,870	131,656	107,816	32,638	140,454

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DEPARTMENT	DIVISION	POSITION	LAST NAME	SALARY	2021 BENEFITS	TOTAL	SALARY	2022 BENEFITS	TOTAL
		FF III/PARAMEDIC	HALTERMAN	114,559	31,818	146,377	114,619	32,795	147,414
		FF III/PARAMEDIC	HARRINGTON	114,528	24,845	139,374	114,619	25,079	139,698
		FF III/PARAMEDIC	JOST	112,197	24,791	136,988	110,035	24,973	135,009
		FF III/PARAMEDIC	KOFOED	109,968	14,960	124,928	110,035	15,469	125,505
		FF III/PARAMEDIC	KOLZE	107,703	14,908	122,611	107,816	21,598	129,414
		FF III/PARAMEDIC	KOPCZYK	109,931	27,103	137,034	109,943	27,335	137,278
		FF III/PARAMEDIC	LETTIERI	107,722	27,052	134,774	107,816	27,286	135,102
		FF III/PARAMEDIC	MAGER	114,559	27,210	141,769	114,619	25,412	140,031
		FF III/PARAMEDIC	MARKOVICH			-	107,816	32,638	140,454
		FF III/PARAMEDIC	MURRAY	107,688	24,687	132,375	107,816	5,458	113,274
		FF III/PARAMEDIC	NEURAUTER	109,931	27,103	137,034	109,943	27,335	137,278
		FF III/PARAMEDIC	PACZOSA	109,945	21,391	131,336	110,035	21,625	131,661
		FF III/PARAMEDIC	RICHARDS			-	104,240	15,336	119,576
		FF III/PARAMEDIC	SCHMIDT	114,085	31,807	145,892	112,303	32,742	145,045
		FF III/PARAMEDIC	SCHUMAN	112,057	31,760	143,818	110,035	32,689	142,725
		FF III/PARAMEDIC	SIMON	114,559	27,210	141,769	114,619	27,443	142,062
		FF III/PARAMEDIC	WALTERS	109,966	27,104	137,070	110,035	27,337	137,373
		FF III/PARAMEDIC	WGLARZ	112,197	31,763	143,960	110,035	32,689	142,725
		FF III/PARAMEDIC	WOKURKA	114,559	31,818	146,377	114,619	21,755	136,374
		FIRE CHIEF	LAMBEL			-	174,850	30,284	205,134
		FIRE CHIEF	WOZNEY	171,274	33,127	204,401			-
		FIRE DUTY CHIEF II	BENTZ	145,008	21,757	166,765	148,619	14,329	162,948
		FIRE DUTY CHIEF II	BUCCI	144,408	20,567	164,975	148,019	18,851	166,870
		FIRE DUTY CHIEF II	MENZIES	145,008	27,913	172,921	148,619	28,228	176,847
		FIRE LT/PARAMEDIC	HUGHES	133,161	21,927	155,088	136,490	22,236	158,726
		FIRE LT/PARAMEDIC	ISAACSON	133,161	32,247	165,408	136,490	33,300	169,790
		FIRE LT/PARAMEDIC	MINOGUE	130,418	27,576	157,994	136,490	27,948	164,438
		FIRE LT/PARAMEDIC	RODGERS	130,418	15,432	145,850	136,490	16,080	152,570
		FIRE LT/PARAMEDIC	SCHETZ	125,110	25,294	150,404	130,934	26,188	157,122
		FIRE LT/PARAMEDIC	WILK	133,161	32,247	165,408	136,490	33,300	169,790
		FIREFIGHTER/PARAMEDC	AGUIRRE-GARCIA	99,729	13,044	112,772			-
		FIREFIGHTER/PARAMEDC	CAFFIE	90,801	14,517	105,318	95,209	15,127	110,336
		FIREFIGHTER/PARAMEDC	EASTMAN	114,085	27,199	141,284			-
		FIREFIGHTER/PARAMEDC	GARARD	88,055	31,206	119,261	92,329	32,281	124,609
		FIREFIGHTER/PARAMEDC	MARKOVICH	104,090	24,604	128,694			-
		FIREFIGHTER/PARAMEDC	RICHARDS	97,439	14,671	112,110			-
		FIREFIGHTER/PARAMEDC	SOVEREEN	79,225	14,250	93,475	89,017	14,984	104,001
		<b>FIRE Total</b>		<b>5,242,737</b>	<b>1,145,075</b>	<b>6,387,812</b>	<b>5,274,620</b>	<b>1,113,649</b>	<b>6,388,269</b>
<b>FIRE Total</b>				<b>\$ 5,242,737</b>	<b>\$ 1,145,075</b>	<b>\$ 6,387,812</b>	<b>\$ 5,274,620</b>	<b>\$ 1,113,649</b>	<b>\$ 6,388,269</b>
<b>LAW</b>	<b>LAW</b>	ASST VILLAGE MGR/CORP COUNSEL	STEIN	206,677	36,673	243,350	214,997	38,384	253,381
	<b>LAW Total</b>			<b>206,677</b>	<b>36,673</b>	<b>243,350</b>	<b>214,997</b>	<b>38,384</b>	<b>253,381</b>
<b>LAW Total</b>				<b>\$ 206,677</b>	<b>\$ 36,673</b>	<b>\$ 243,350</b>	<b>\$ 214,997</b>	<b>\$ 38,384</b>	<b>\$ 253,381</b>
<b>POLICE</b>	<b>COMMUNICATIONS</b>	COMMUNICATIONS SUPR	PETERSON	113,951	51,309	165,260	116,784	52,833	169,617
		TELECOMMUN (PT)	ALVAREZ	43,202	8,281	51,483	63,873	12,243	76,116
		TELECOMMUN (PT)	KOPECKY	42,168	8,083	50,251	32,660	6,260	38,920
		TELECOMMUN (PT)	SERBE	21,218	4,067	25,285	31,795	6,095	37,890
		TELECOMMUN (PT)	SIEGEL	20,647	1,726	22,373	37,315	3,119	40,434
		TELECOMMUNICATOR	KING	88,237	46,342	134,579	90,443	47,744	138,187
		TELECOMMUNICATOR	MCGARRY	90,091	34,143	124,234	92,344	35,040	127,383
		TELECOMMUNICATOR	MCPHAIL	67,979	23,870	91,849	70,724	24,676	95,400
		TELECOMMUNICATOR	MIAGUSKO	86,421	41,383	127,804	89,202	42,152	131,354
		TELECOMMUNICATOR	RIGAS	84,725	28,911	113,636	87,003	29,859	116,863
		TELECOMMUNICATOR	WEINER	90,091	46,700	136,791	92,344	46,080	138,423
		<b>COMMUNICATIONS Total</b>		<b>748,730</b>	<b>294,815</b>	<b>1,043,545</b>	<b>804,487</b>	<b>306,101</b>	<b>1,110,588</b>
	<b>CROSSING GUARDS</b>	CROSSING GUARD	BUTLER	9,954	832	10,786	4,402	368	4,770
		CROSSING GUARD	CHILDRESS	26,366	2,204	28,570	18,977	1,586	20,563
		CROSSING GUARD	CLARK	9,887	826	10,714			-
		CROSSING GUARD	COHEN			-	11,674	976	12,650
		CROSSING GUARD	COLEMAN	10,240	856	11,096	11,093	927	12,021
		CROSSING GUARD	CROSSING GUARD VACANT			-	10,442	873	11,315
		CROSSING GUARD	DANIELS	15,880	1,327	17,207	19,074	1,594	20,669
		CROSSING GUARD	DOTSON	10,514	879	11,393	11,316	946	12,262
		CROSSING GUARD	FAIR	15,852	1,325	17,177	17,061	1,426	18,487
		CROSSING GUARD	HALL	16,182	1,353	17,534	17,416	1,456	18,871
		CROSSING GUARD	JEAN	16,521	1,381	17,902	17,781	1,486	19,267
		CROSSING GUARD	LANE	16,521	1,381	17,902	17,781	1,486	19,267
		CROSSING GUARD	SHERIFF	16,521	1,381	17,902	17,781	1,486	19,267
		CROSSING GUARD	SIMMONS-CHILDRESS			-	9,344	781	10,125
		CROSSING GUARD	SMITH	15,962	1,334	17,296	19,074	1,594	20,669
		CROSSING GUARD	SUE	16,182	1,353	17,534	19,241	1,608	20,849
		CROSSING GUARD	TERRY	16,154	1,350	17,505	17,416	1,456	18,871
		CROSSING GUARD	WOLSKI	16,521	1,381	17,902			-
		CROSSING GUARD	WRIGHT	16,182	1,353	17,534	19,074	1,594	20,669
		CROSSING GUARD	WRZALA	15,523	1,297	16,820	15,558	1,300	16,858
		<b>CROSSING GUARDS Total</b>		<b>260,964</b>	<b>21,813</b>	<b>282,777</b>	<b>274,507</b>	<b>22,945</b>	<b>297,452</b>

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DEPARTMENT	DIVISION	POSITION	LAST NAME	2021			2022			
				SALARY	BENEFITS	TOTAL	SALARY	BENEFITS	TOTAL	
OPERATIONS	OPERATIONS	COMM SERV OFCR I (PT)	HALLEY	31,577	6,053	37,629	32,862	6,299	39,161	
		COMM SERV OFCR I (PT)	WELTER	8,253	690	8,943	8,496	710	9,206	
		COMM SERV OFCR II (PT)	ANDREWS	58,217	11,159	69,377				
		COMM SRV OFF I	EDER	66,566	37,530	104,096	66,720	37,790	104,510	
		PKG CONTROL OFF (PT)	STEC	58,899	11,290	70,189	60,371	11,572	71,943	
		DEPUTY CHIEF OPS	COLLINS	157,154	32,801	189,956	161,068	33,868	194,936	
		POLICE CHIEF	MURPHY	176,779	33,254	210,034	189,993	34,535	224,528	
		POLICE COMMANDER	MCGARRY	149,386	15,870	165,256	153,106	16,464	169,570	
		POLICE COMMANDER	ROBINSON	149,386	32,622	182,008	153,106	33,684	186,790	
		POLICE OFFICER	BARRY	94,488	3,125	97,613	99,644	12,142	111,786	
		POLICE OFFICER	BECK	88,210	2,980	91,191			-	
		POLICE OFFICER	BELL	93,440	12,785	106,225	98,569	13,173	111,743	
		POLICE OFFICER	BOTTERMAN	91,658	12,744	104,402	96,689	13,130	109,819	
		POLICE OFFICER	BULLOCK	116,804	21,106	137,910	119,718	15,693	135,411	
		POLICE OFFICER	CAVANAGH	111,271	13,310	124,581	113,910	13,603	127,513	
		POLICE OFFICER	DAVIS	114,468	15,064	129,532	119,718	15,693	135,411	
		POLICE OFFICER	DEMOS	91,658	12,744	104,402	96,689	13,130	109,819	
		POLICE OFFICER	FALK	114,566	25,050	139,616	119,718	25,929	145,647	
		POLICE OFFICER	FAVELA			-	88,967	12,952	101,919	
		POLICE OFFICER	FOLKERTS	102,129	14,779	116,908	107,745	15,417	123,162	
		POLICE OFFICER	GAMBA	114,468	27,208	141,676	117,324	27,506	144,829	
		POLICE OFFICER	GOLDEN	91,658	11,964	103,622	96,689	12,074	108,763	
		POLICE OFFICER	HANDRICK	111,160	31,739	142,900	114,984	32,804	147,788	
		POLICE OFFICER	HORNBACHER	112,319	15,014	127,334	115,584	15,598	131,181	
		POLICE OFFICER	JAKUPOVIC			-	88,967	2,992	91,959	
		POLICE OFFICER	JURMU	112,469	15,018	127,487	116,249	15,613	131,862	
		POLICE OFFICER	KIDDLE	115,756	31,846	147,602	118,644	32,888	151,532	
		POLICE OFFICER	KUTSCHKE	105,287	14,852	120,139	111,047	15,493	126,540	
		POLICE OFFICER	LEIGH	117,404	27,276	144,680	119,718	27,561	147,279	
		POLICE OFFICER	MCGUIRE	103,790	14,817	118,607	109,467	15,456	124,923	
		POLICE OFFICER	MONK	102,742	31,545	134,287	108,393	32,652	141,044	
		POLICE OFFICER	NEUBAUER	111,738	31,753	143,490	115,192	32,808	148,001	
		POLICE OFFICER	OLIVO	112,784	25,009	137,793	116,849	32,847	149,696	
		POLICE OFFICER	PARISI	115,756	21,082	136,838	118,644	13,637	132,281	
		POLICE OFFICER	PASQUESI	112,319	15,014	127,334	115,584	15,598	131,181	
		POLICE OFFICER	PAVELY	114,020	24,833	138,854	119,244	25,186	144,430	
		POLICE OFFICER	PEREZ	114,468	31,816	146,284	117,324	32,858	150,181	
		POLICE OFFICER	PRZEKOTA	111,138	14,207	125,344	113,910	14,503	128,413	
		POLICE OFFICER	RIZZO	116,804	31,870	148,674	119,718	32,913	152,631	
		POLICE OFFICER	SANTANA	113,420	21,028	134,448	116,249	21,793	138,042	
		POLICE OFFICER	SLYWKA	88,210	2,980	91,191	93,050	3,086	96,136	
		POLICE OFFICER	SOKOLNIK	106,045	14,869	120,914	111,847	25,747	137,594	
		POLICE OFFICER	STENGER	109,500	14,949	124,449	112,885	25,771	138,656	
		POLICE OFFICER	WATSON			-	97,763	3,195	100,958	
		POLICE OFFICER	WEINMAN	92,706	3,084	95,791			-	
		POLICE SERGEANT	CLARK	139,957	27,796	167,754	143,441	28,109	171,550	
		POLICE SERGEANT	GIRARD	139,957	27,796	167,754	143,441	28,109	171,550	
		POLICE SERGEANT	JURMU	139,957	21,640	161,598	143,441	22,421	165,862	
		POLICE SERGEANT	MERCADO	138,322	14,835	153,157	143,441	22,421	165,862	
		POLICE SERGEANT	OCKRIM	139,957	25,636	165,594	143,441	26,477	169,918	
		POLICE SERGEANT	SWEET	139,957	32,404	172,362	143,441	33,461	176,902	
		POLICE SERGEANT	TRAGE	139,957	32,404	172,362	143,441	31,429	174,871	
OPERATIONS Total				5,358,943	971,243	6,330,186	5,576,501	1,028,787	6,605,288	
POLICE SERVICES	POLICE SERVICES	ADMIN MANAGER	PERLEY	99,595	46,743	146,338	103,590	48,253	151,843	
		ADMIN SYSTEMS ANALYST	WALKER	96,857	41,606	138,463	100,125	42,231	142,356	
		DATA PROCESSOR II	BUDD	76,738	39,512	116,250	78,656	38,084	116,740	
		DATA PROCESSOR II	JANOWIAK	61,903	39,431	101,335	64,403	40,657	105,059	
		DATA PROCESSOR II	MILLER	76,738	27,368	104,106	78,656	28,247	106,903	
		PT POLICE RCORDS CLERK	CIPOLLA	29,642	5,682	35,324	30,854	5,914	36,768	
		SOCIAL WORKER	ARON	83,750	36,914	120,664	87,108	38,084	125,192	
		POLICE SUMMER EMPLOYEE	CHARPENTIER	15,142	1,266	16,407			-	
		POLICE SUMMER EMPLOYEE	FELLMAN	15,142	1,266	16,407			-	
		POLICE SUMMER EMPLOYEE	MOEN	15,142	1,266	16,407			-	
		POLICE SUMMER EMPLOYEE	POLICE SUMMER EMP VACANT			-	21,907	1,831	23,738	
		POLICE SUMMER EMPLOYEE	WATSON	15,142	1,266	16,407			-	
		POLICE SUMMER EMPLOYEE-ELMWOOD	POLICE SUMMER EMP ELMWOOD VACANT			-	10,953	916	11,869	
POLICE SERVICES Total				585,789	242,319	828,107	576,251	244,216	820,467	
POLICE Total				\$ 6,954,425	\$ 1,530,190	\$ 8,484,615	\$ 7,231,746	\$ 1,602,049	\$ 8,833,795	
ENGINEERING & PUBLIC WORKS	BUILDING AND GROUNDS	BUILDING MAINTAINER	CORCORAN	54,957	31,097	86,054			-	
		BUILDING MAINTAINER	HARTIGAN	55,643	31,232	86,875			-	
		BUILDING MAINTAINER	KNUDSON	18,302	1,530	19,832			-	
		BUILDING MAINTAINER I	BONILLA			-	55,925	20,719	76,644	
		BUILDING MAINTAINER II	HARTIGAN			-	62,998	32,665	95,663	
		FACILITIES MANAGER	RAMAKER	107,760	45,505	153,265	110,439	41,299	151,737	
BUILDING AND GROUNDS Total				236,662	109,364	346,026	229,362	94,683	324,045	



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DEPARTMENT	DIVISION	POSITION	LAST NAME	2021			2022				
				SALARY	BENEFITS	TOTAL	SALARY	BENEFITS	TOTAL		
ENGINEERING	ENGINEERING	ASSISTANT VILLAGE ENGINEER	KEARNEY			-	119,213	34,051	153,263		
		ASST DIR ENGINEERING	CRUZ	134,010	48,417	182,426	140,099	50,353	190,452		
		ENG ASSISTANT I	KORDEK	76,417	24,733	101,150					
		ENG ASSISTANT I	SMITH	81,968	26,586	108,554	85,277	27,495	112,772		
		ENG ASSISTANT II	KORDEK			-	88,342	27,031	115,373		
		ENGINEERING INTERN	CAUJINIAN	10,011	837	10,847			-		
		ENGINEERING INTERN	DANIELSEN	10,011	837	10,847			-		
		ENGINEERING INTERN	ENG INTERN VACANT			-	23,853	1,994	25,847		
		ENGINEERING INTERN	WOSZCZAK	10,206	853	11,059			-		
		ENGINEERING TECH	MIHALOPOULOS	43,870	8,409	52,280			-		
		PROJECT MANAGER	HORN	111,406	44,050	155,456	115,880	45,674	161,554		
		PROJECT MANAGER	KEARNEY	89,339	28,010	117,349			-		
		SPECIAL PROJECTS COORDINATOR (PT)	MIHALOPOULOS			-	54,657	10,477	65,133		
		VILLAGE ENGINEER	MANIS	157,907	56,711	214,617	166,713	59,230	225,943		
		GIS INTERN	GIS INTERN VACANT			-	18,794	1,571	20,364		
		PUBLIC WKS DIRECTOR	BERGER-RAISH	200,053	57,265	257,317	205,039	59,305	264,344		
		ENGINEERING Total				925,197	296,706	1,221,903	1,017,866	317,179	1,335,045
		GARAGE	MECH II EQUIP COORD	ABPLANALP	104,406	49,465	153,871	108,351	51,203	159,554	
				SPARKS	105,838	42,974	148,813				
				MECHANIC I VACANT			-	69,498	14,475	83,973	
				MECHANIC I	PHOTOPULOS			-	72,584	31,196	103,781
				MECHANIC II	PATER	95,310	36,944	132,254	99,158	38,388	137,545
				MECHANIC II	RODRIGUEZ	95,310	43,100	138,410			-
				MECHANIC II	STOCKINGER	95,548	31,002	126,550			-
				MECHANIC III (EVT)	RODRIGUEZ			-	106,616	45,516	152,133
VEHICLE MAINT SUPT	SMITH			125,230	43,924	169,154			-		
VEHICLE MAINT SUPT	STOCKINGER					-	111,573	34,606	146,179		
GARAGE Total				621,642	247,410	869,052	567,780	215,385	783,166		
STREETS	ASST TO DIR OF PW			MCDONNELL	90,011	29,933	119,944	93,622	31,138	124,760	
		CREW LEADER/STREETS	FALCONE	81,618	34,299	115,917	84,913	35,636	120,549		
		CREW LEADER/STREETS	RINDFLEISCH	94,328	40,750	135,078	96,686	41,966	138,652		
		DEP DIR PUBLIC WORKS	LAM	151,736	40,942	192,678	155,514	42,572	198,086		
		FALL LABORER	FALL LABORER VACANT	42,312	3,537	45,849	47,707	3,988	51,694		
		FORESTRY INTERN	FORESTRY INTERN VACANT	7,052	589	7,641	9,397	785	10,182		
		FRONT COUNTER ASST	DREWS	52,979	20,930	73,909	55,118	21,617	76,735		
		GIS INTERN	GIS INTERN VACANT	19,746	1,650	21,396			-		
		LANDSCAPE ASST	LANDSCAPE ASST VACANT	35,542	2,971	38,513	36,864	3,081	39,946		
		MAINTENANCE WKR I	GOMEZ			-	60,830	20,781	81,611		
		MAINTENANCE WKR I	MAINTENANCE WKR I VACANT	56,930	27,692	84,622	58,353	12,291	70,644		
		MAINTENANCE WKR I	NG	57,784	21,872	79,656	60,117	22,597	82,713		
		MAINTENANCE WKR II	FIORETTO	68,999	24,070	93,069	72,099	24,945	97,044		
		MAINTENANCE WKR II	GARCIA	88,076	36,747	124,823	90,278	35,373	125,651		
		MAINTENANCE WKR II	GOMEZ	58,470	20,326	78,796			-		
		MAINTENANCE WKR II	KRAHN	68,870	24,045	92,915			-		
		MAINTENANCE WKR II	PETERSON	69,171	40,856	110,027	71,740	42,095	113,836		
		MAINTENANCE WKR II	RENTERIA	88,076	36,747	124,823	90,278	37,404	127,682		
		MAINTENANCE WKR II	RICCI	71,572	43,119	114,692	74,462	44,657	119,119		
		MAINTENANCE WKR II	TOPPEL			-	66,843	41,135	107,978		
		MAINTENANCE WKR II	TRAVIS	69,214	30,100	99,315	71,964	42,139	114,103		
		PW MGMT INTERN	WHEELER			-	24,287	2,030	26,317		
		STREET SUPERINT	MUZIK	122,766	42,248	165,015	127,364	43,837	171,201		
		VILLAGE FORESTER	SORBY	106,633	32,364	138,997	109,284	33,108	142,392		
		VILLAGE FORESTER	WASLEY	81,662	43,279	124,941	84,335	44,533	128,868		
		STREETS Total				1,583,550	599,065	2,182,615	1,642,056	627,706	2,269,762
		SEWER	CREW LEADER - W/S	CONRAD	94,328	37,954	132,282	96,686	38,642	135,328	
				MAINTENANCE WKR I		4,903	4,903			-	
				MAINTENANCE WKR I	TOPPEL	59,127	38,887	98,014			-
				CREW LEADER - W/S	DEBOER	94,328	42,910	137,238	96,686	43,598	140,284
				CREW LEADER/UTILITY SPECIALIST	NOVY			-	95,361	43,342	138,703
				MAINTENANCE WKR I	DAVIS			-	59,340	39,664	99,004
MAINTENANCE WKR I	MAINTENANCE WKR I VACANT			56,930	22,789	79,719	116,706	24,582	141,287		
MAINTENANCE WKR I	O'MALLEY			58,944	21,319	80,263			-		
MAINTENANCE WKR I	PERRI			59,127	21,355	80,482			-		
MAINTENANCE WKR II	HOFFMAN			86,266	29,209	115,475	88,423	40,370	128,792		
MAINTENANCE WKR II	NONNEMACHER			86,266	28,429	114,695	88,423	29,078	117,500		
MAINTENANCE WKR II	NOVY			86,266	41,353	127,619			-		
MAINTENANCE WKR II	O'MALLEY					-	66,635	22,818	89,453		
MAINTENANCE WKR II	PERRI					-	66,552	22,802	89,354		
MAINTENANCE WKR II	SANTINI			86,266	35,197	121,463	88,423	36,314	124,736		
UTILITY TECHNICIAN	BAGEL			94,328	37,954	132,282			-		
WATER/SEWER SUPERINT	OVEREEM			125,829	45,043	170,872	128,960	46,170	175,130		
SEWER Total				988,004	407,303	1,395,307	992,193	387,379	1,379,572		
ENGINEERING & PUBLIC WORKS Total				4,355,053	2,007,447	7,506,484	5,599,273	2,000,336	7,599,610		
WATER	WATER MANAGEMENT			ASST WP SUPT	AMORELLA	106,694	49,908	156,602	110,978	51,711	162,689
				CHEMIST	LADAO	87,382	27,631	115,013	90,910	28,583	119,493

Village of Wilmette  
2022 Salary Worksheets



DEPARTMENT	DIVISION	POSITION	LAST NAME	2021			2022		
				SALARY	BENEFITS	TOTAL	SALARY	BENEFITS	TOTAL
		DIR OF WTR RESOURCES	QUAFISHEH	167,541	59,768	227,308	171,714	61,917	233,631
		MAINT SUPERVISOR	KUMIEGA	108,859	50,326	159,185	111,566	51,825	163,391
		MAINTENANCE WKR II	DUTKIEWICZ	72,736	36,375	109,112	76,191	37,275	113,465
		MAINTENANCE WKR II	MCGRATH	72,827	41,572	114,398	75,768	42,878	118,645
		METER SHOP SUPV	LAZAR	94,328	30,766	125,094	96,686	31,730	128,416
		WATER MTR REP TECH I	HAMMERSMITH	67,438	25,557	92,995	70,161	26,597	96,757
		WATER PLANT MECH	MC MILLON	90,091	42,092	132,183	92,344	42,759	135,103
		WATER PLANT OPERATOR	LYONS	82,029	45,143	127,172	89,067	47,478	136,546
		WP ELECTRICIAN	CHRISTIANSEN	101,089	42,057	143,145	103,616	41,273	144,889
		WP OPERATOR (CERT)	AGRAWAL	101,089	22,389	123,477	103,616	23,109	126,725
		WP OPERATOR (CERT)	GOLDIN	101,089	32,073	133,161	103,616	31,037	134,653
		WP OPERATOR (CERT)	LYNCH	89,411	29,817	119,228	93,022	31,022	124,044
		WP OPERATOR (CERT)	MATICH	101,095	48,826	149,920	103,622	50,290	153,912
		WP OPERATOR (CERT)	THVEDT	94,898	47,629	142,527	98,730	49,345	148,075
		WP OPERATOR (CERT)	WENTE	77,716	42,516	120,232	80,853	43,860	124,713
		WP OPERATOR I	JOSELLIS	75,067	35,236	110,303	78,098	36,344	114,441
		<b>WATER MANAGEMENT Total</b>		<b>1,691,379</b>	<b>709,678</b>	<b>2,401,057</b>	<b>1,750,555</b>	<b>729,032</b>	<b>2,479,587</b>
		<b>WATER Total</b>		<b>\$ 1,691,379</b>	<b>\$ 709,678</b>	<b>\$ 2,401,057</b>	<b>\$ 1,750,555</b>	<b>\$ 729,032</b>	<b>\$ 2,479,587</b>
		<b>Grand Total</b>		<b>\$ 21,886,542</b>	<b>\$ 6,284,486</b>	<b>\$ 28,171,028</b>	<b>\$ 22,655,853</b>	<b>\$ 6,382,392</b>	<b>\$ 29,038,245</b>