

Village of Burr Ridge Fiscal Year 2020-2021



VILLAGE OF
BURR RIDGE
A VERY SPECIAL PLACE

Proposed Budget and Five Year Financial Plan

List of Principal Officials

Gary A. Grasso, Mayor
Karen J. Thomas, Village Clerk

Trustees

Guy R. Franzese, Jr.	Anita Mital
Zachary J. Mottl	Albert J. Paveza
Antonio Schiappa	Joseph T. Snyder

Administration

J. Douglas Pollock, A.I.C.P., Village Administrator
Evan B. Walter, Assistant Village Administrator

Finance

Jerry C. Sapp, Finance Director
Amy Nelson, CPA, Assistant Finance Director

Police

John W. Madden, Chief of Police
Marc Loftus, Deputy Chief

Public Works

David T. Preissig, Public Works Director

Village History

The area, which is now Burr Ridge, was once the home of the Sioux, Pottawattamie, Ottawa and Chippewa Indians. After an 1835 treaty, most of the Indians were relocated west of the Mississippi. In the early 1950's, the area was sparsely settled and large tracts of land were devoted to farming. The gently rolling hills and wooded sections of the eastern portion of the area were, for the most part, divided into five acre tracts.

On October 20, 1956, in a garage on Drew Avenue, 143 residents of Robert Bartlett's Estates (the one square mile area southwest of I-55 & County Line Road) cast their votes on the question of incorporation. Two days later, the results were official (76 votes for and 67 against) and the incorporation of the Village of Harvester was confirmed. The new Village had approximately 75 homes and a population of less than 300.

In August 1961, the territory north of Route 66, including the 414-acre International Harvester research facility (now the CNH Industrial facility and the Fieldstone, High Grove, Oak Grove, and Chestnut Hills developments) was annexed to the Village. The annexation included the area known as Burr Ridge Estates, which had been developed into five-acre tracts in the early 1950's by the Busby family, whose farm included the ridge along County Line Road near Plainfield Road that they called the "burr ridge" due to the large stand of burr oak trees. In 1962, the name of the community was changed to Burr Ridge. The burr oak leaf became the Village emblem. Its unofficial slogan – "A Very Special Place" – was the title of a small book written in 1976 to reflect on the Village's pride at the time of its 20th Anniversary.

It was a small start for the community which, in 1984, became the first in DuPage County to provide Lake Michigan water to all its customers and which would, by 1997, become known as one of the 300 wealthiest communities in America. With the goal of preserving the hallmark woodlands, ponds, and wetlands, while permitting orderly and balanced low-density growth, the Village fathers, in the years after incorporation, monitored the transformation of large tracts of open farmland and woodlands that would, by the 2006 special census, become a planned community of approximately seven square miles, with 11,259 residents residing in 3,000 homes. Today, Burr Ridge is generally bounded on the east by Wolf Road, on the north by 55th Street, on the west by Madison Street (and Route 83 in the southern portion of the Village) and on the south by approximately 97th Street. Ideally situated at the intersection of the Tri-State Tollway and the Stevenson Expressway, Burr Ridge offers easy access to Chicago's loop and airports.

The burr oaks still exist in Burr Ridge, along with fine homes on generous lots and distinguished townhome communities. Local shopping and high quality office parks have been blended into this natural setting, attracting those who become both residents and valued members of the business community. The well-balanced mix of the business and residential communities has allowed Burr Ridge to maintain a healthy General fund and one of the lowest tax rates in DuPage County.

Burr Ridge truly is "A Very Special Place."

Reader Guide

This budget document is divided into sections with major divisions separated by tabs. Each bolded topic below represents a tab.

INTRODUCTION (Section 1): The Introduction section contains the budget message and strategic goals from the Village Administrator. This section also contains an overview of the budget calendar, process, and policies in establishing the proposed budget.

SUMMARY BUDGET (Section 2): This section presents a summarized picture of major Village wide revenues and expenditures, and capital projects.

DETAIL BUDGET (Section 3): The detail budget presents the detailed line item of revenues and expenditures for the entire Village, including notes & highlights from each department within General Fund.

VILLAGE WIDE SUMMARY (Section 3): This section lays out the summary of financial operations of the Village in summary by each fund.

GENERAL FUND SUMMARY (Section 3): This section contains information about the General Fund summary and lists it by each department. The revenue budget is included in this section.

BOARDS & COMMISSIONS (Section 3): This section contains the Boards and Commissions organizational chart, mission statement, fiscal year goals and accomplishments and the expenditures for the Boards and Commissions budget.

ADMINISTRATION (Section 3): This section contains the organizational chart, mission statement, fiscal year goals and accomplishments for the Administration department and the expenditures for the Administration budget.

FINANCE (Section 3): This section contains the organizational chart, mission statement, fiscal year goals and accomplishments for the Finance department and the expenditures for the Finance department.

CENTRAL SERVICES (Section 3): This section contains the expenditures for the Central Services fund.

POLICE (Section 3): This section contains the organizational chart, mission statement, fiscal year goals and accomplishments for the Police department and the expenditures for the Police department.

PUBLIC WORKS (Section 3): This section contains the organizational chart, mission statement, fiscal year goals and accomplishments for the Public Works department and the expenditures for the Public Works department.

BUILDING & GROUNDS (Section 3): This section contains the expenditure budget for Building & Grounds.

SPECIAL REVENUE FUNDS (Section 3): This section contains the revenue and expenditure budgets for the Special Revenue Funds: Hotel/Motel Tax Fund and the Motor Fuel Tax Fund..

CAPITAL PROJECT FUNDS (Section 3): This section contains a summary section for each of the Village's four Capital Projects Funds and the revenues and expenditures for each fund.

DEBT SERVICE FUND (Section 3): This section contains the Debt service fund summary and the revenues and expenditures for the Debt Service Fund.

WATER FUND (Section 3): This section contains the Water Fund summary and the revenues and expenditures for the Water Fund.

SEWER FUND (Section 3): This section contains the Sewer Fund summary and the revenues and expenditures for the Sewer Fund.

INFORMATION TECHNOLOGY (Section 3): This section contains the Information Technology Fund summary and the revenues and expenditures for the Information Technology Fund.

POLICE PENSION (Section 3): This section contains the Police Pension Fund summary and the revenues and expenditures for the Police Pension Fund.

SALARIES (Section 4): This sections displays the Village Wide budgeted salaries and the salary schedule and ranges for the upcoming fiscal year.

STATISTICS (Section 5): The Statistics section provides various information about the Village's population, land area, housing, neighboring communities and other items of interest to the public.

GLOSSARY (Section 6): The glossary of terms are relevant to this budget document, containing definitions of financial, non-financial and acronyms used throughout the budget document.

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BUDGET CALENDAR

First week of December	Budget Manual is distributed to Department Heads
First week of January	Department Heads submit list of fiscal year 2020-2021 Goals and Objectives to Village Administrator
First half of January	Finance Director and Village Administrator review fiscal year 2020-2021 revenue estimates
First half of January	Department Budgets due to Village Administrator with copy to Finance Director (See Policy regarding complete submission requirements)
Second half of January	Department budget review sessions are held with Village Administrator and Finance Director
Second half of January	Board of Trustees review of Department Goals and Objectives with Village Administrator, Department Heads, and Finance Director
Second half of February	Village Administrator and Finance Director finalize budget document
Last week of February	Preparation of Budget Message and budget printing and assembly
First week of March	Proposed Budget Document submitted to Board of Trustees
First Monday in March (Tentatively)	Budget Workshop with Board of Trustees, Village Administrator, Finance Director, and Department Heads
Second Monday in March (Tentatively)	Budget Workshop with Board of Trustees, Village Administrator, Finance Director, and Department Heads if necessary
Last week in March	Publish "Notice of Availability of Budget and Public Inspection" and notice of Public Hearing
Second Monday in April	Public Hearing on Proposed Budget; Budget Ordinance adopted by Board of Trustees
Before April 30	Village Clerk to file budget ordinance with DuPage and Cook Counties by this date
May 1	Fiscal year begins

Budget Process

Budgeting is one of the most important functions of a government and the funding strategy for services. The budget serves as the current and future business plan for the Village's operations. Beginning in December, the Village follows the below process in establishing the budget:

1. Budget Kick-Off - December
 - The Finance Director reviews the Budget Guidelines and Budget Calendar with department heads which begins the budget process.
2. Departmental Goals and Objectives - December/January
 - Each Department summarizes and submits department goals and objectives to the Village Administrator for review. After review, the Administrator presents to the Board of Trustees .
3. Revenue Budgets Developed/Department Head Budget Preparation – December - February
 - Finance Department develops the revenue budget for all funds as the operational “stake in the ground”.
 - In December and January, department heads prepare budgets for their individual departments and submits to the Administrator for review and to Finance as a preliminary draft of the budget.
 - Meetings are held with the Administrator and the Finance department to review the preliminary budget requests prior to the budget submittal to the Board of Trustees.
 - Draft budget is finalized after department meetings are held in preparation for the budget workshops.
4. Draft Budget/Village Budget Workshops – February/March
 - Board of Trustees review the budget at public workshops held in March, allowing for opportunities for public input.
 - The Board provides input to any items that should be added or removed for the final budget.
5. Budget Adoption – April
 - Staff incorporates any changes made to the draft budget identified from the budget workshops and prepares the final budget document.
 - In accordance with statutory requirements, a public hearing notice is published announcing the date and time of the hearing to obtain any comments from the residents or public. The public hearing is typically held the second Monday of April. The tentative budget is available and may be inspected by the general public at the Village Hall prior to the public hearing. The hearing is open to the public and any person desiring to appear and provide comments on the tentative budget will be heard.
 - The appropriation ordinance is prepared and passed and the budget is legally enacted by Ordinance.

Fund Accounting Basics

- Governments use Fund Accounting to comply with the legal restrictions on the use of public funds.
- The Village utilizes 12 funds to manage it's financial operations.
- A fund is a separate accounting entity with its own set of accounts for revenues, expenditures, and cash reserves.
- Each fund is separate from the total and has it's own use and restrictions.
- The annual budget consists of 12 separate budgets representing each budgeted fund of the Village.



Fund Type Classification

- **General Fund** – The General fund is the Village’s main operating fund. Accounts for all financial resources except those required to be accounted for in another fund.
- **Special Revenue Funds** – Accounts for specific revenue sources that are legally restricted for specified purposes. The Village maintains two Special Revenue Funds, the Motor Fuel Tax Fund and the Hotel/Motel Tax Fund.
- **Capital Projects Funds** – Accounts for the acquisition or construction of major capital projects. The Village has four Capital Projects Funds: Capital Improvements Fund, Equipment Replacement Fund, Sidewalk/Pathway Fund and the Storm Water Management Fund.
- **Debt Service Funds** – Accounts for the payment of general long-term debt principal and interest. The Village has one Debt Service Fund to account for the outstanding debt certificates issued for funding of the new police station.
- **Proprietary Funds** – Proprietary funds are used to account for activities similar to those found in the private sector and consist of Enterprise Funds and Internal Service Funds:
 - **Enterprise Funds** – Accounts for business type activities where fees are charged to external users for goods or services with the intent that that costs in these funds will be recovered by user fees. The Village maintains two Enterprise Funds, the Water Fund (a Major Fund) and Sewer Fund.
 - **Internal Service Funds** – Accounts for activities of providing goods or services to other funds or departments on a cost-reimbursement basis. The Village has one Internal Service Fund, the Information Technology Fund.
- **Fiduciary Funds** – Accounts for assets held in a trustee capacity for others and cannot be used to support Village operations.
 - **Pension Trust Fund**– The Village’s Police Pension Fund is the only pension trust fund in the Village.
 - **Agency Funds**– Agency Funds are used to account for assets held by the Village as an agent for individuals, private organizations or other governments/funds. The Village has one Agency Fund, the Special Service Area Fund which is not budgeted in the Village’s annual operating budget.

BUDGETARY POLICIES AND GUIDELINES

1. The Village operates under the Budget Act in lieu of appropriations. Annual budgets are adopted for the general, special revenue, debt service, capital projects, enterprise, internal service and pension trust funds.
2. The budget is prepared on the cash basis of accounting, which is not consistent with the Village annual audited financial statements, which is on the accrual/modified accrual basis of accounting. The significant differences are noted below:
 - a) In accordance with generally accepted accounting principals (GAAP), the Village records changes in market value on applicable Village and Police Pension fund investments on its financial statements. However, changes in market values are not included in the budget.
 - b) Depreciation Expense is reported in the Enterprise and Internal Funds' financial statements but is not budgeted.
 - c) Capital outlay expense in the enterprise funds and internal service fund are included in the operating budget, whereas purchases of items such are included in the capital assets of the enterprise funds balance sheet on its financial statements.
3. As previously mentioned in Section 1 - Page 1, the Village established Resolution (R-16-18) in which the Village's General Fund will maintain an unreserved fund balance of a minimum of 20% of current fiscal year's operating expenditures. Current expenditures will be paid with current revenues and excess fund balances subject to the fund balance limitation set by Board Policy.
4. When possible, departments will avoid deferring essential maintenance and personnel training. However, the departments will stay within budgetary limits, unless approval has been granted by the Village Administrator and/or the Board of Trustees.
5. Funds must be available to meet expenditures/expenses if a department will go over budget. The Village Administrator should be notified in advance of purchases that will go over budget.

BUDGETARY POLICIES AND GUIDELINES (continued)

7. Adequate funding will be provided for all retirement systems for Village employees. This includes the Police Pension Fund, the Illinois Municipal Retirement Fund (IMRF), Social Security and Medicare employer contributions.
8. Budgetary monitoring and control systems will be maintained to assure adherence to the budget plan. Monthly/quarterly departmental expenditure reports will be issued to each department head with sufficient detail to assist each department head in controlling the budget. Department heads will be held accountable for their departmental expenditure budgets. Each year the revenue and expenditures projections for the Five-Year Plan will be updated. Projections will include estimated operating costs of future capital improvements that are included in the approved capital improvement budgets.
9. User fees and charges in the revenue budgets will be evaluated annually to ensure that fees cover costs, if intended to do so.
10. The expenditure budgets should reflect estimated price increases where known. The inflation factor of 2.0% should only be used for estimates where price increases cannot be reasonably projected. Budgets should also identify all potential areas for savings between now and the end of the fiscal year.
11. The departmental expenditure budgets should not merely be a straight-line increase over the prior budget year. Department heads are required to justify all budget requests. A needs analysis and/or cost-justification should be prepared where applicable.
12. No new programs, commodities, or capital assets (vehicles and equipment) should be added to the budget until these items have been discussed with the Village Administrator. These items should be listed on the goals for discussion with the Village Administrator. Tentative approval should be obtained before added to budget requests.

BUDGETARY POLICIES AND GUIDELINES (continued)

13. When budgeting expenditures, obtain specific inflation increases from vendors if possible, or arrive at current prices for budget requests. The inflationary base of 2.0% should only be used for those expenditure items wherein an increase cannot be determined by other means. Justification of any price increase should be detailed on budget worksheets, particularly if estimate is higher than the inflation factor of 2%.
14. Expenditures may not legally exceed the appropriated amounts at the fund level. The Village Administrator has the authority to amend the budget within the individual fund.
15. Budget appropriations lapse at year end, therefore expenditures not substantially incurred by the end of the fiscal year end (April 30) must be appropriated in the next fiscal year budget.
16. Once the budget is adopted, the Village Board can amend it by ordinance if deemed necessary. If amendments are needed, this is typically done once at the end of the fiscal year.

Section 1

Introduction



The Introduction Section contains the general information, strategic goals, policies, and the budget message from the Village Administrator to the Mayor, Board of Trustees, and the Residents of Burr Ridge.



STATEMENT OF COMPLIANCE WITH VILLAGE PRESIDENT AND BOARD OF TRUSTEES POLICY ESTABLISHING A FUND BALANCE FOR THE GENERAL FUND AND MAINTAINING A BALANCED BUDGET

The Fiscal Year 2020-21 budget provided herein is in full compliance with the Village of Burr Ridge General Fund and Balanced Budget Policy (Resolution R-16-18). Said policy seeks to maintain Village services and operations in a prudent and fiscally responsible manner for the present and for the future, to establish a minimum fund balance in the General Fund, and to maintain a balanced budget for all Funds.

- The unreserved fund balance level of the General Fund should be a minimum of 20% of the current fiscal year's operating expenditures.

At the end of FY 2020-21, unreserved fund balance in the General Fund is projected to be 65% of total expenditures:

<i>Total General Fund Expenditures in FY 2020-21</i>	<i>= \$8,324,210</i>
<i>20% of Total General Fund Expenditures</i>	<i>= \$1,664,842</i>
<i>Total General Fund Reserves at End of FY 2020-21</i>	<i>= \$5,393,322</i>

- Total budgeted expenditures in the General Fund should not exceed total anticipated revenues for a given fiscal year.

The total revenues in Fiscal Year 2020-21 are less than total expenditures for FY 2020-21:

<i>Total General Fund Revenues in FY 2020-21</i>	<i>= \$8,360,315</i>
<i>Total General Fund Expenditures in FY 2020-21</i>	<i>= \$8,324,210</i>

- Total expenditures in all funds should not exceed total anticipated revenues for a given fiscal year plus any unreserved funds over and above the minimum 20% unreserved General Fund balance referenced herein.

Expenditures in all funds will be less than total revenues plus the required General Fund reserves.

<i>Total Available Reserves at beginning of FY 2020-21</i>	<i>\$33,800,242</i>
<i>Required Minimum General Fund Reserves</i>	<i><u>\$1,664,842</u></i>
<i>Available Reserves and Revenues</i>	<i>= \$32,135,400</i>
<i>Total expenditures in all Funds for FY 2020-21</i>	<i>= \$18,627,740</i>



TO: Village of Burr Ridge Board of Trustees
FROM: Doug Pollock, AICP, Village Administrator
DATE: April 27, 2020
RE: Fiscal Year 2020-21 Budget

ADMINISTRATOR'S BUDGET MESSAGE

On behalf of the entire Village Staff, I am pleased to submit the Budget for Fiscal Year 2020-21. The FY 2020-21 Budget is a balanced budget and it maintains services from the previous fiscal year.

The typical budget preparation process for the Village of Burr Ridge begins in December of each year with the consideration and passage of the property tax levy. Concurrently, the Finance Department begins to project revenues for the remainder of the current fiscal year and for the next fiscal year. Each Department, in consultation with the Finance Department and Village Administrator, projects its expenses for the remainder of the current fiscal year and prepares budget goals for the upcoming fiscal year. Village staff then shares its revenue and expenditure projections at a workshop with the Mayor and Board of Trustees. This information is then used to prepare a proposed budget for the upcoming fiscal year. On March 13, 2020, the Board of Trustees held a workshop to review the proposed budget.

The budget process was abruptly halted by the COVID-19 pandemic and the issuance of the Governor's emergency stay at home order. As a result, the economic impact caused by the closing of restaurants, hotels and other tax paying businesses had to be calculated and incorporated into a new budget document; all within a very short time frame and with few baseline indicators to extrapolate future economic conditions. This budget message also has been revised to reflect the changing economic conditions.

Revised Budget Response: In response to the pandemic, the FY 2020-21 Budget has been prepared as an "operational budget"; i.e. a budget focused primarily on basic operations with most capital expenditures set aside pending further review. Within each department's budget, Fiscal Year 2020-21 goals are listed but those requiring significant financial expenditures are listed as being "waitlisted" and pending review. Staff and the Village Board will evaluate waitlisted items on a monthly and quarterly basis to determine if resources are available or if they have otherwise become priorities. Budget amendments will be considered in such cases.

Assessment of Fiscal Year 2019-20 Budget: After significant revenues and expenditure reductions in March and April, we project that General Fund revenues will exceed expenditures by \$38,100. We anticipate a positive balance at the end of the fiscal year despite pandemic revenue shortfalls and necessary but unbudgeted expenditures. The positive balance was achieved despite a reduction in overall revenues of \$336,730 due to the pandemic. A balanced budget was achieved by reducing expenditures during March and April by a corresponding amount (\$369,635).

The detailed budget for each Village Department includes a list of accomplishments for Fiscal Year 2019-20. Notable accomplishments and other expenditures in FY 2019-20 included:

- Expenditure of approximately \$20,000 in legal fees and \$50,000 in consultant fees to address the Sterigenics issue (Sterigenics was a business in neighboring Willowbrook that was emitting toxic chemicals into the atmosphere). A major event in FY 2019-20 was the closing of Sterigenics on September 30, 2019 (Administration).
- The Village joined the West Central Municipal Conference, which should provide opportunities for intergovernmental support and cost sharing (Boards and Committees).

- Completion of the annual Road Program and resurfacing of Burr Ridge Parkway primarily using grant funding (Public Works).
- Creation of the Police Department Honor Guard (Police).
- Creation of an annual business license program to be implemented at the beginning of FY 20-21 (Administration).
- Implementation and training on software systems (BS&A) for work orders, human resources, business licensing, building permits, and records management (Finance).

SUMMARY OF FISCAL YEAR 2020-21 BUDGET

The budget is divided into six sections:

1. Introduction – Contains the Administrator's budget messages, vision statement, and strategic priorities.
2. Summary Budget– A Village wide summary along with highlights of the three main funds of General, Water, and Sewer.
3. Detail Budget – The main budgetary data for all funds and all departments.
4. Salaries – Village wide salaries and personnel data for all funds and departments.
5. Statistical – Various charts, graphs, and tables of interest.
6. Glossary – Terminology of items relevant to the budget.

The budget is further separated into 12 active funds each with a distinctive purpose.

Section 2: Summary Budget

The Summary section combines all fund and departmental financial operations. The General Fund is the day to day operating fund of the Village. The General Fund is always balanced. Capital Projects Funds are used to finance capital expenditures and will show a deficit when major purchases are

made. By using this “savings account funds” strategy, major capital projects and acquisitions are planned for in a financially sound process. As such, the performance of these funds should be evaluated over the course of several years.

Special Revenue Funds capture funds that are restricted in how they are spent. Enterprise Funds are closed funds whereby all revenue generated by the funds are used to maintain the fund. A complete list of all fund types is provided in Section 2.

Overall, the Village is projected to have a healthy reserve of approximately \$34.1 million at the end of FY 2020-21. These reserve funds provide ample security for the continued and uninterrupted operation of the Village government.

Section 3: Detail Budget

This section includes all General Fund expenditures necessary for the operation of each Department of the Village government. It begins with a Village wide summary.

Total available funds for Fiscal Year 2020-21 are projected to be \$53 million (\$34 million in reserves plus \$19 million in new revenues). Total expenditures for Fiscal Year 2020-21 are projected to be \$19 million. The total estimated Village reserves on April 30, 2021 are projected to be \$34.1 million. The drop in reserves between the beginning and end of FY 2020-21 is due to one-time capital expenditures in the Water Fund and Capital Project Funds.

General Fund Summary: The General Fund is the budget for all municipal services and operations. Historically, the General Fund budget accommodates all daily operational costs and usually includes transfer of surpluses from the General Fund to the Capital Projects Funds and the Information Technology Fund. Due to the economic impacts of the pandemic, the budget does not include these transfers and the General Fund has been cut significantly to include only basic operations.

Specifically, we estimate that General Fund revenues for Fiscal Year 2020-21 will be approximately \$1 million less than would

otherwise be expected. Revenue reductions in the General Fund are expected to be primarily in sales taxes (\$783,560 reduction, 31% less than otherwise expected), places of eating tax (\$155,810 or 37% reduction), and intergovernmental transfer of the State income tax (\$157,870 or 13% reduction).

As a result of the expected drop in revenues, expenditures in the General Fund have been cut by a similar amount. Budget cuts in the General Fund include: annual salary range adjustments (cost of living), non-essential training and travel, new Police vehicles, and reducing transfers to the Capital Projects Funds, the Equipment Replacement Fund, and the Information Technology Fund.

Boards and Commissions: This budget provides funding in direct support of the Village Board and the various Committees, Commissions and Boards of the Village. Expenditures for FY 2019-20 exceeded the budget by more than \$67,000 due primarily to legal and consulting expenditures for the Sterigenics issue.

The FY 2020-21 Budget for Boards and Commissions includes new expenditures for membership in the West Central Municipal Conference, creation of a 501c3 corporation, and increased legal fees for union negotiations. Reductions to this budget due to the pandemic total \$43,075.

Administration Department: The Administration Department includes the Village Administrator, Assistant Village Administrator, and community development staff. Expenditures in Administration were reduced by \$60,725 due to the pandemic.

Longtime Village Clerk and Principal Office Assistant Karen Thomas announced her retirement effective May 22, 2020. Karen's full time position as Principal Office Assistant will be filled prior to her retirement. The Village Clerk position will also become vacant at that time. The Mayor and Village Board will

need to decide how to fill this vacancy. The Village Clerk term extends to May, 2021.

Finance Department: Expenditure reductions in the Finance Department budget due to the pandemic impacts total \$44,885. Prior to the pandemic, the Finance Department established a goal to submit the budget and annual financial report for consideration by the Government Finance Officers Association for the Distinguished Budget Award and Certificate of Achievement for Excellence in Financial Reporting programs. This remains a goal for the Finance Department but may be impacted by the need to produce a new budget in a short amount of time.

Central Services: Central Services is utilized for any expenditures not associated with a specific department. It is managed under the direction of the Finance Department. 80% of the Village's liability insurance is expensed out of Central Services. The other 20% is accounted for in the Water Fund.

The Central Services budget also includes transfers of surpluses from the General Fund to other funds. Prior to the pandemic, transfers totaling \$395,000 were planned (\$15,000 to the Sidewalk/Pathway Fund; \$330,000 to the Stormwater Management Fund; and \$50,000 to the Equipment Replacement Fund). Due to revenue reductions, these transfers are not possible and the related capital projects have been postponed.

Police Department: Providing Police services to the Village utilizes 63% of the General Fund Budget. Reductions in the Police Department budget due to the pandemic total \$246,030.

In addition to Village wide reductions in salaries and non-essential training, the Police Department budget includes postponement of vehicle purchases and other equipment. These items will be included in the "waitlist" and will be considered as budget amendments when and if possible.

A significant change originally planned for FY 2020-21 is a

leasing program for all police vehicles. Historically, the Village has purchased police vehicles and sold them at auction at the end of their useful life. By leasing, the Village expects to keep newer vehicles on the street, have a more predictable budget, and reduce costs. With no new vehicles planned for the fiscal year, this program is on hold. At such time that new vehicles may be considered, the leasing program will be considered.

Public Works/Buildings & Grounds: The Public Works Department provides engineering services; street and facilities maintenance; forestry and grounds upkeep; and water and wastewater operations. The expenditures in Public Works/Buildings & Grounds were reduced by \$205,635 due to the pandemic.

Special Revenue Funds: Special revenue funds include the Motor Fuel Tax Fund and the Hotel/Motel Tax Fund. Revenue in these funds are restricted by Illinois State Statute to specific purposes.

The **Motor Fuel Tax Fund** is used simply to receive revenues from the State of Illinois and transfer those revenues to the Capital Projects Fund. Motor Fuel Tax Revenues are restricted primarily to roadway maintenance and improvements. For FY 2020-21, the Motor Fuel Tax projected to be distributed to the Village is \$372,740. This is a significant increase over the average of \$275,000 prior to 2019 due to an increase in the State of Illinois motor fuel tax. Motor fuel tax funds will be used in FY 2020-21 for the annual Road Program.

Revenues in the **Hotel/Motel Tax Fund** are generated from a tax on all overnight stays at Burr Ridge hotels. Due to the pandemic, revenues are expected to drop by about 50% (from \$696,831 in FY 2018-19 to \$336,730 in FY 2020-21). Budget reductions for FY 2020-21 are realized primarily by cutting all of the Hotel/Motel Marketing budget (\$350,000).

In FY 2019-20, revisions to the hotel budget include a significant reduction in revenues for March and April 2020 due to the

pandemic and expenditure of \$210,000 for a Tourism Recovery Program. This program provided grants to eligible hotels and businesses to support them during the pandemic economy.

Also of note is the 2019 state law that allows Burr Ridge to use 25% of hotel taxes for capital expenditures. Historically, hotel tax funds were restricted by state law to expenditures that will promote tourism and conventions within the Village or attract non-resident overnight visitors to the Village. Effective August 2, 2019, State law allows certain non-home rule municipalities, including Burr Ridge, to use up to 25% of hotel tax revenues for capital expenditures. Thus, the FY 2020-21 Budget includes transfers of 25% of all revenues and reserves available after August 2, 2019 to Capital Projects Funds.

Capital Projects Funds: Capital Projects Funds include the Capital Improvement Fund (streets and buildings), the Sidewalk/Pathway Fund, the Equipment Replacement Fund, and the Stormwater Fund.

The **Capital Improvement Fund** is used to pay for the annual road program, arterial street improvements, facility improvements, and other related projects. For FY 2020-21, this fund will rely on the Motor Fuel Tax and transfers from the Hotel Motel Tax Fund to fund the Village's annual road program. All other capital projects in this fund have been "waitlisted".

Revenue in the **Sidewalk/Pathway Fund** come from subdivision developer donations. Those dollars are restricted and generally could not be transferred or used for non-sidewalk projects.

As new subdivisions become fewer, this fund has become dependent upon transfers from the General Fund and other sources. There are no new projects for FY 2020-21. Funding for the County Line Road sidewalk, begun in 2019, is available in the Sidewalk/Pathway Fund; thus, this project will proceed. The Garfield sidewalk project, originally planned for 2020, has been postponed.

The **Equipment Replacement Fund** is used to pay for purchase of vehicles and equipment for the Public Works Department. Previously, the FY 2020-21 Budget included purchase or leasing of new vehicles. New vehicles have been waitlisted and leasing will be considered if and when new vehicles are needed in FY 2020-21.

The **Stormwater Management Fund** accounts for the periodic maintenance of the Village's stormwater system. Fees from permits assist in providing funding for these projects. \$327,000 was originally set aside for re-construction of a stormwater culvert on Elm Street in FY 2020-21. Engineering for this project will proceed but construction dollars have been waitlisted.

Debt Service Fund: The Debt Service Fund accounts for the payment of general long-term debt principal and interest. The Village currently has one outstanding debt – which is the debt owed for 2010 construction of the Police station.

Annual interest payments of \$119,400 for the Police Facility bonds are paid for by the approximately \$120,000 of interest earnings from the reserves of the fund. The principal amount of \$5,970,000 for the Police Facility will become due in December 2022. The Village has a 4 year call feature on the bond, meaning we can retire the 5-year debt a year early, saving the last interest payment of \$119,400.

This fund has \$4.7 million dollars currently available for payment of the \$5,970,000 bond principal. Sources of this equity came from the General Fund (\$800K); Water Fund (\$2.0M); and the sale of the Pump Center property (\$1.9M). Sale of the Rustic Acres property is planned to go toward this debt and should be sufficient to retire the debt.

Enterprise Funds: The Water Fund and the Sewer Fund are referred to as Enterprise Funds; meaning that they are self-contained funds wherein all expenses are paid for by revenues generated by the fund. Bills paid by water and sewer customers

are restricted to the purchase of water and maintenance of the water and sewer systems.

The **Water Fund** accounts for all financial activities associated with the municipal water service. Fees from consumption of water (utility billing) and tap on fees from building activities provide the primary source of revenue for the fund. Revenues are used to purchase water and to maintain the distribution system. The Village purchases water from the Village of Bedford Park (Bedford Park purchases Lake Michigan water from the City of Chicago).

In 2018, the Board of Trustees approved rate changes that were intended to maintain sufficient reserves in the Water Fund to pay for anticipated and unanticipated maintenance costs. In particular, in FY 2019-20 \$1,000,000 was spent for replacement water mains. The FY 2020-21 Budget does not include any new projects. However, future budgets will include \$2,400,000 for replacement of water mains and more than \$1,600,000 for maintenance of the two water towers.

The **Sewer Fund** accounts for all financial activities associated with the municipal sewer service in Cook County. The DuPage County Public Works Department provides DuPage County residents with sanitary sewer service. Fees for the use of the system provide a source of revenue for the fund. Expenses and reserves are used to maintain the distribution system and provide for the repair and replacement of the sewer system infrastructure. The Sewer Fund is stable and is growing fund reserves annually.

Information Technology: The Information Technology Fund tracks costs associated with technology, computer and telecommunication related issues. Revenues in this Fund are transfers from the General Fund and the Water and Sewer Funds. Village information technology costs for both ongoing operations and future replacement of hardware and software are accounted for in this fund. Funds and departments share in the transfer of funds to pay for these technology services. To

help balance the General Fund budget, transfers from the General Fund were “waitlisted” for FY 2020-21. This fund will need to be monitored to ensure adequate resources in future years.

Police Pension Fund: The Police Pension Fund holds assets, in a trustee capacity by the Village, to provide a defined benefit pension plan for sworn police officers employed by the Village.

Revenues in the Police Pension Fund come from five sources. Interest income on investments; employee contributions of 9.91% from active members; employer contributions (annual property tax levy), market gains from investment activities, and transfers from the General Fund.

In 2019, the State of Illinois passed legislation that consolidates the funds for all downstate public safety pensions. As a result, investments of Burr Ridge Police Pension Funds will be made by the consolidated Pension Board. The impacts of this consolidation on Burr Ridge are yet to be determined and will be monitored over time.

The Police Pension Fund continues to be a source of concern given the increasing annual funding obligation. In response, the Village Board has requested consideration of optional funding methods including open amortization and/or increased annual funding. An additional contribution of \$100,000 has been “waitlisted” and will be considered when and if funds become available.

Section 4: Salaries

The Salaries section of the budget summarizes and details all full and part time salaries paid to employees. To balance the General Fund budget and offset pandemic revenue losses, annual range adjustments (cost of living adjustment) due on May 1, have been frozen and temporary seasonal salaries have been removed from the agenda.

Otherwise, staffing levels remain static from the FY 2019-20 Budget to the FY 2020-21 Budget with 57 full time employees

and 9 part time employees. Generally, staffing levels have remained level for several years.

Over the last few years, the Village’s staffing approach has been to maintain current staffing levels but seek to fill vacant positions with employees with more experience, education, and/or skill levels. This approach has been used several times in the last few years and has proven to result in improved and expanded service levels.

Summary Comments from the Village Administrator

FY 2020-21 Budget: As noted, the preparation of this budget was abruptly halted in March 2020 due to the COVID 19 pandemic and the Governor’s stay at home order. The economic impact of the pandemic are significant and will continue into the new fiscal year. Despite these conditions, Burr Ridge is able to maintain basic services and to preserve operating reserves. This has been accomplished by reducing personnel expenses (salaries and benefits) and postponing (wait listing) capital projects that rely on General Fund revenue.

The current economic conditions are uncertain but the FY 2020-21 Budget maintains options to make adjustments as may be needed. Surpluses from previous years are available and may be used if revenues decline further or if emergency expenditures become necessary. We will continue to monitor revenues and expenditures and provide monthly and quarterly updates to the Village Board of Trustees.

Long Term Budget Goals: Although this budget has to focus on the short term due to the current economic conditions, it is important to continue to consider options for addressing long-term financial challenges of which there are two primary challenges. One being the annual contribution to the Police Pension Fund that continues to increase and take away funds needed for general operating expenses. The Village continues to research options that will stabilize the amount of the property tax levy that goes to the Police Pension Fund (currently at 66%)

and thus, maintain property tax funding for the General Fund.

The second financial challenge is finding a reliable source of revenue to dedicate to the Capital Project Funds. While the Motor Fuel Tax is one reliable source of revenue for capital projects, it is not sufficient and the fund needs additional money if it is to be sustained at previous levels.

The Village has options for addressing these funding issues and the Board of Trustees will continue to look at ways to meet these challenges.

Commendation to Staff: All of the Village staff are involved to some degree in the preparation and implementation of the budget. Each Department head meets with the Finance Department and Village Administrator and conducts a line-by-line audit of their Department budget. Special acknowledgment is due to Finance Director Jerry Sapp, Assistant Finance Director Amy Nelson, and Accounting Analyst Amy Sullivan. This year in particular, the Finance Department has had to prepare two budgets; the first being pre-pandemic and becoming obsolete overnight due to changing economic conditions; and the second being this revised budget with significant changes to revenues and expenditures.

The budget is now presented to the Mayor and Board of Trustees for your analysis and ultimate approval. Once it is approved, this budget will become your budget – the work plan for the entire organization for Fiscal Year 2020-21 and beyond.

Respectfully submitted,

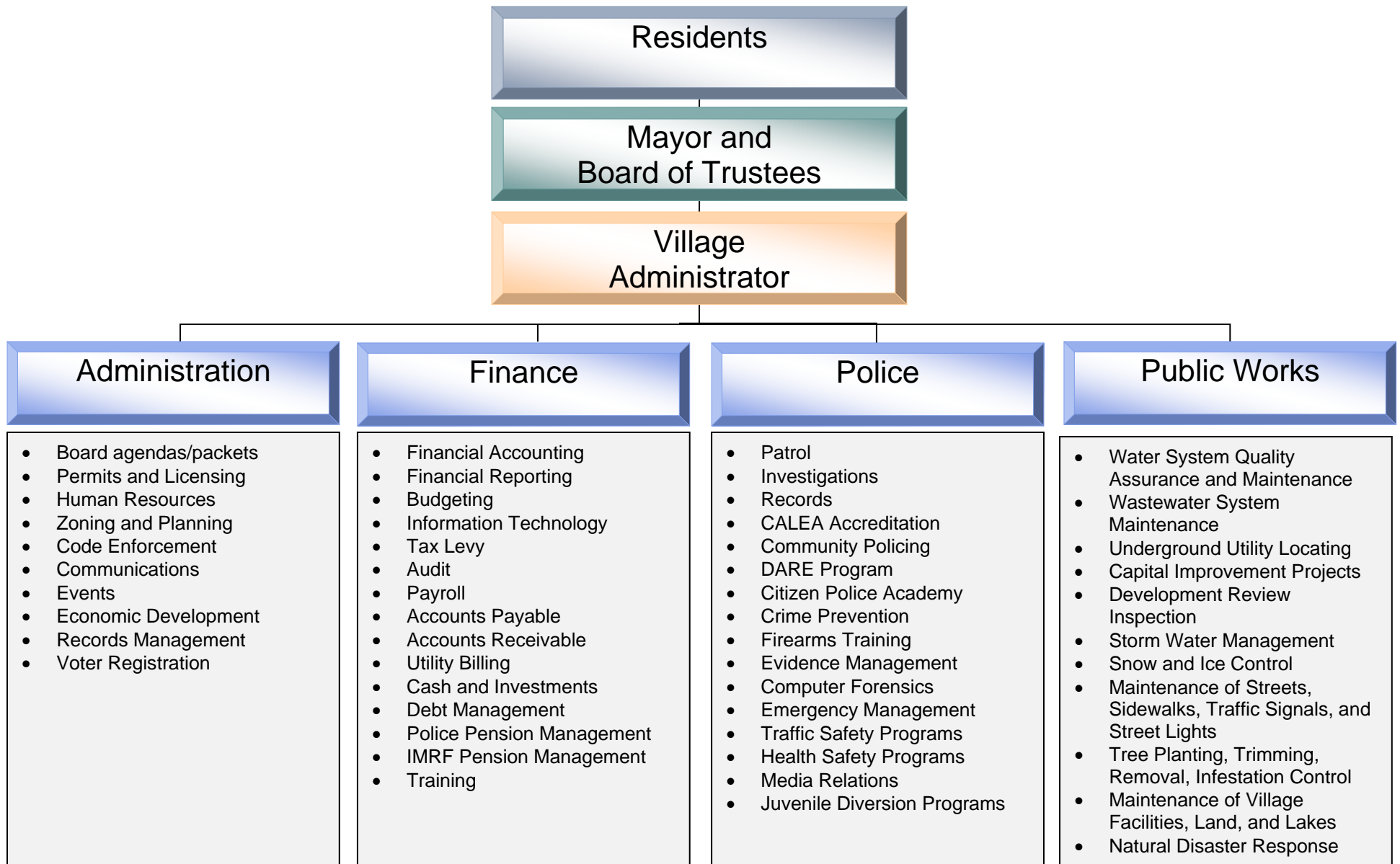
A handwritten signature in cursive script, appearing to read "J. Douglas Pollock".

J. Douglas Pollock, AICP
Village Administrator

Vision Statement

Burr Ridge is a high-quality suburban community with low-density neighborhoods characterized by distinctive homes in natural settings. The Village accommodates residents who seek a sense of privacy in a tranquil environment. We desire to enhance the Village's physical beauty, keeping Burr Ridge a very special place

VILLAGE OF BURR RIDGE FUNCTIONAL ORGANIZATIONAL CHART



Strategic Priorities

Below are the strategic priorities of the Village of Burr Ridge as identified by the Board of Trustees. All goals, projects, and expenditures undertaken by the Village should be directed toward one or more of the identified core functions listed below.

Protect Public Health and Safety

The first priority for government is the health and safety of the community. The Village of Burr Ridge is committed to doing all in its authority to promote the public health and safety of the entire community. This function of Village government is achieved via unilateral actions and programs as well as working with other local governments and federal, state and county agencies.

Maintain High Quality Physical Infrastructure

Village infrastructure includes streets, sidewalks, water and sanitary sewer facilities, green space, and buildings. Providing and maintaining infrastructure is a critical function of Village government.

Deliver High Quality Village Services

There are a variety of services that are provided by local government. These services are as diverse as voter registration, community events, and snow plowing of streets. The Village of Burr Ridge is committed to providing local government services in a manner that is professional, respectful, prompt, and efficient.

Maximize Human Resources

The people that work for the Village and volunteer their time to the Village (i.e. elected and appointed officials) are the key ingredient to the success of the organization. A commitment to the development and reward of employees and volunteers is both morally correct and fiscally responsible.

Prudent Financial Management

The Village of Burr Ridge has a fiduciary responsibility to residents, businesses, and visitors to the Village. That responsibility demands that the Village maintain a reliable and prudent financial foundation. A strong financial foundation includes conservative expenditures, reliable revenue sources for essential Village services, planning for long term liabilities, and maintaining sufficient financial reserves.

Effective Communications

As a public body providing service to the community, the opportunity and ability to communicate internally and externally is necessary for the success of all Village functions. The Village seeks transparency, respect, accuracy, and engagement in all its communications.

Contribute to Prosperous Economic Development

A healthy local economy contributes to the financial well being of the Village as well as the quality of life for residents and other participants in the local economy. Maintaining property values and attracting businesses that generate tax revenues for the Village and provide services to residents are key components of a healthy local economy.

Promote Intergovernmental Relations and Opportunities

The Village of Burr Ridge does not exist in a vacuum. Other local governments such as fire, park, and school districts provide services to residents and businesses in Burr Ridge. Economic and social activities in neighboring Villages impact Burr Ridge. County, State, and Federal agencies, laws, and policies impact the Village as well. Intergovernmental coordination supports the delivery of services and public safety and provides opportunities for cost sharing efficiencies.

Section 2

Summary Budget



The Summary Budget presents a summarized picture of major Village Wide revenues and expenditures in addition to the Village's three main operating funds:
the General Fund, Water Fund and Sewer Fund.

The Village's Capital Improvement Program is also presented in this section which outlines the major capital expenditures for the budgeted fiscal year.

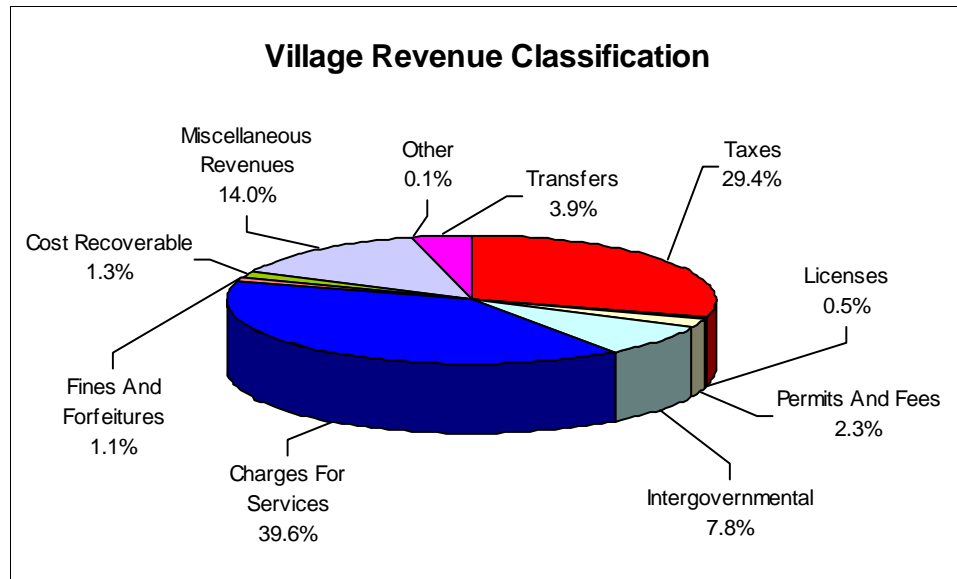
VILLAGE OF BURR RIDGE
ESTIMATED AND AVAILABLE RESERVES BY FUND
2020/2021 Budget **FOR FISCAL YEAR ENDING APRIL 30, 2021**

Fund	Beginning Reserves	Estimated Revenue	Estimated Available	Budgeted Expenditure	Ending Reserves
General Fund	5,357,217	8,360,315	13,717,532	8,324,210	5,393,322
Special Revenue Funds					
Motor Fuel Tax Fund	208	378,130	378,338	377,460	878
Hotel/Motel Tax Fund	226,990	336,730	563,720	477,225	86,495
Capital Project Funds					
Capital Improvements Fund	211,162	515,300	726,462	717,910	8,552
Sidewalks/Pathway Fund	372,506	65,540	438,046	87,300	350,746
Equipment Replacement Fund	318,463	9,140	327,603	49,375	278,228
Storm Water Management Fund	-13,486	78,255	64,769	64,300	469
Debt Service Funds					
Debt Service Fund	4,757,698	95,660	4,853,358	128,750	4,724,608
Enterprise Funds					
Water Fund	1,064,067	6,523,880	7,587,947	5,900,495	1,687,452
Sewer Fund	1,931,892	560,730	2,492,622	659,115	1,833,507
Internal Service Funds					
Information Technology Fund	256,719	256,130	512,849	455,140	57,709
Fiduciary Funds					
Police Pension Fund	19,316,806	1,744,870	21,061,676	1,386,460	19,675,216

The Village of Burr Ridge has 12 active funds. Each fund is a separate, fiscal operating entity with it's own available reserves and budget.

VILLAGE WIDE - REVENUES

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021



Village Revenue Classification

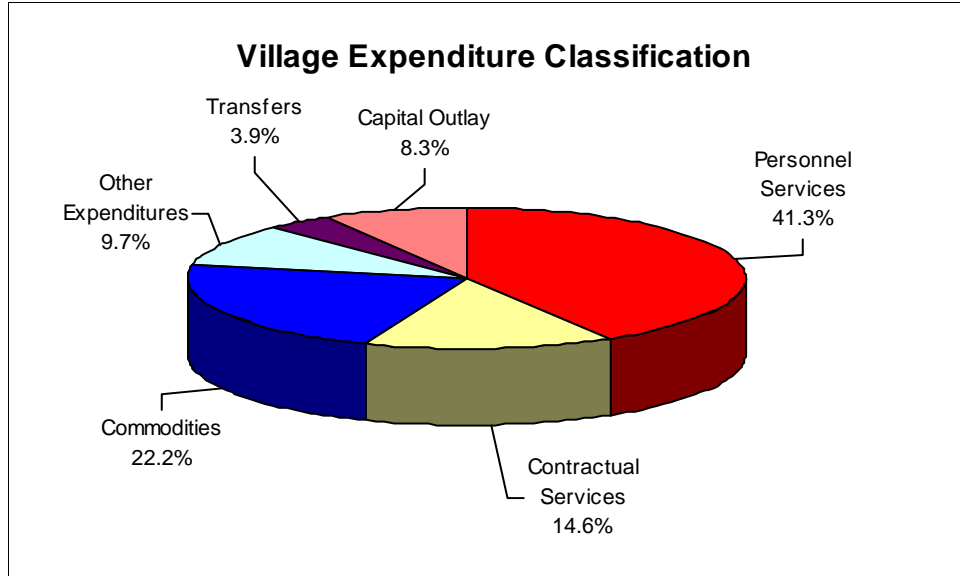
Taxes	5,548,515
Licenses	96,385
Permits And Fees	440,000
Intergovernmental	1,510,250
Charges For Services	7,499,380
Fines And Forfeitures	210,000
Cost Recoverable	247,660
Miscellaneous Revenues	2,624,310
Other	15,000
Transfers	733,180

The annual budget is broken down into four main levels:

- Fund – Main operating entity
 - Department – Cost centers of a fund
 - Classification – Summary of similar revenues or expenditures
 - Account – Individual line item budgets
- **Taxes** are the largest classification of the overall revenue budget. Included in this classification are sales, property, utility, places of eating, and telecommunications taxes.
 - **Charges for Services** are dollars that the Village expects to recoup for various user fees and charges. These revenues including building permit fees in the General Fund as well as Water Sales and Sewer Fees charged in the Water and Sewer Funds.
 - **Cost Recoverable Revenues** are dollars that the Village expect to recoup for various services rendered. These revenues are directly related to various expenditures.

VILLAGE WIDE - EXPENDITURES

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021



Village Expenditure Classification

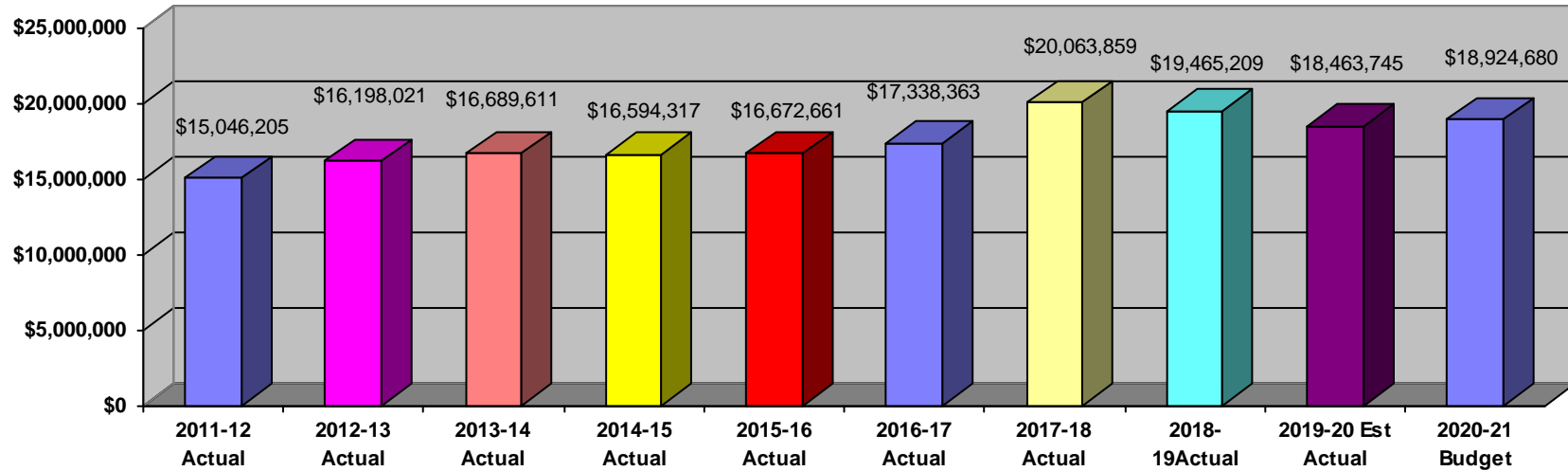
Personnel Services	7,699,340
Contractual Services	2,704,840
Commodities	4,143,405
Capital Outlay	1,540,600
Other Expenditures	1,806,375
Transfers	733,180

- **Personnel Services** are the largest classification of the overall expenditure budget. Included in this classification are salaries, overtime, health insurance, pension contributions, and training.
- **Contractual Services** are services rendered to Village departments by private firms, individuals or other governmental agencies.
- **Capital Outlay** is the expenditure for major projects or the acquisition of major equipment. Included in the classification are improvements (water, sewer, infrastructure), road programs, vehicles, office equipment, and various equipment used for operations.
- **Commodities** are a budgetary class of consumable items used by Village departments such as office supplies, replacement parts for equipment and gasoline.
- **Transfers** are a fund accounting transaction that reallocates fund reserves to another fund. Transfers out (expenditures) from one fund into another fund (revenues), provides resources for capital outlay and various services.
- **Other Expenditures** are various expenditures such as marketing, bank fees, committee expenditures and interest payments on debt certificates.

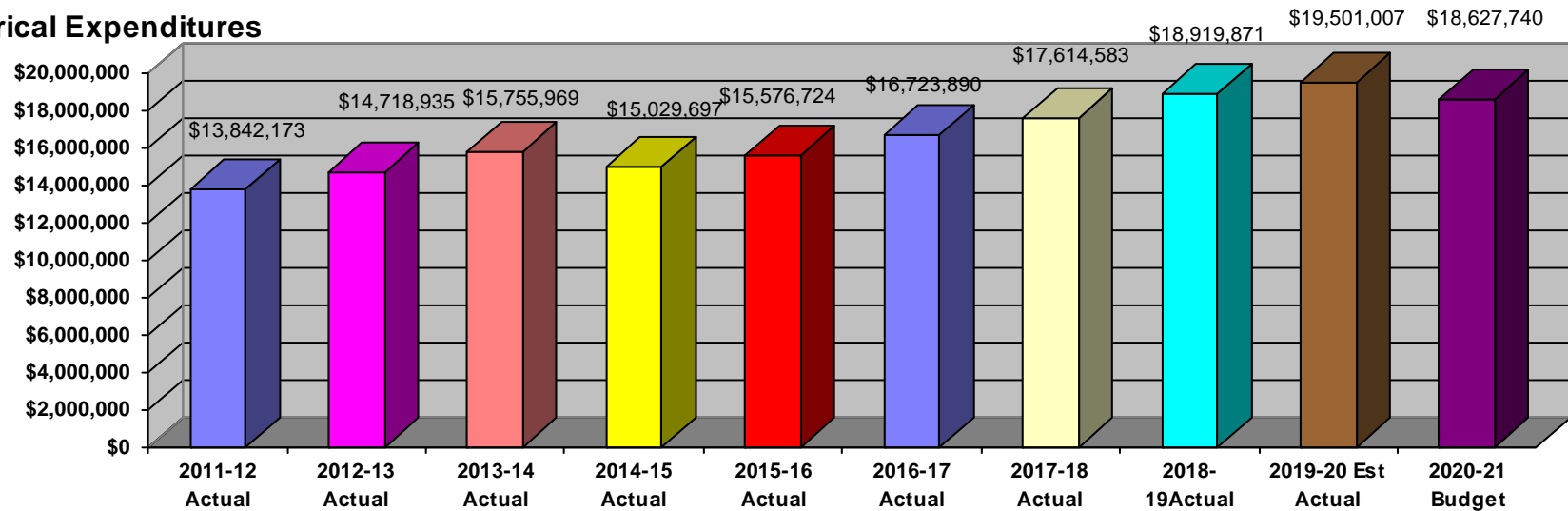
VILLAGE WIDE SUMMARY

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021

Historical Revenues

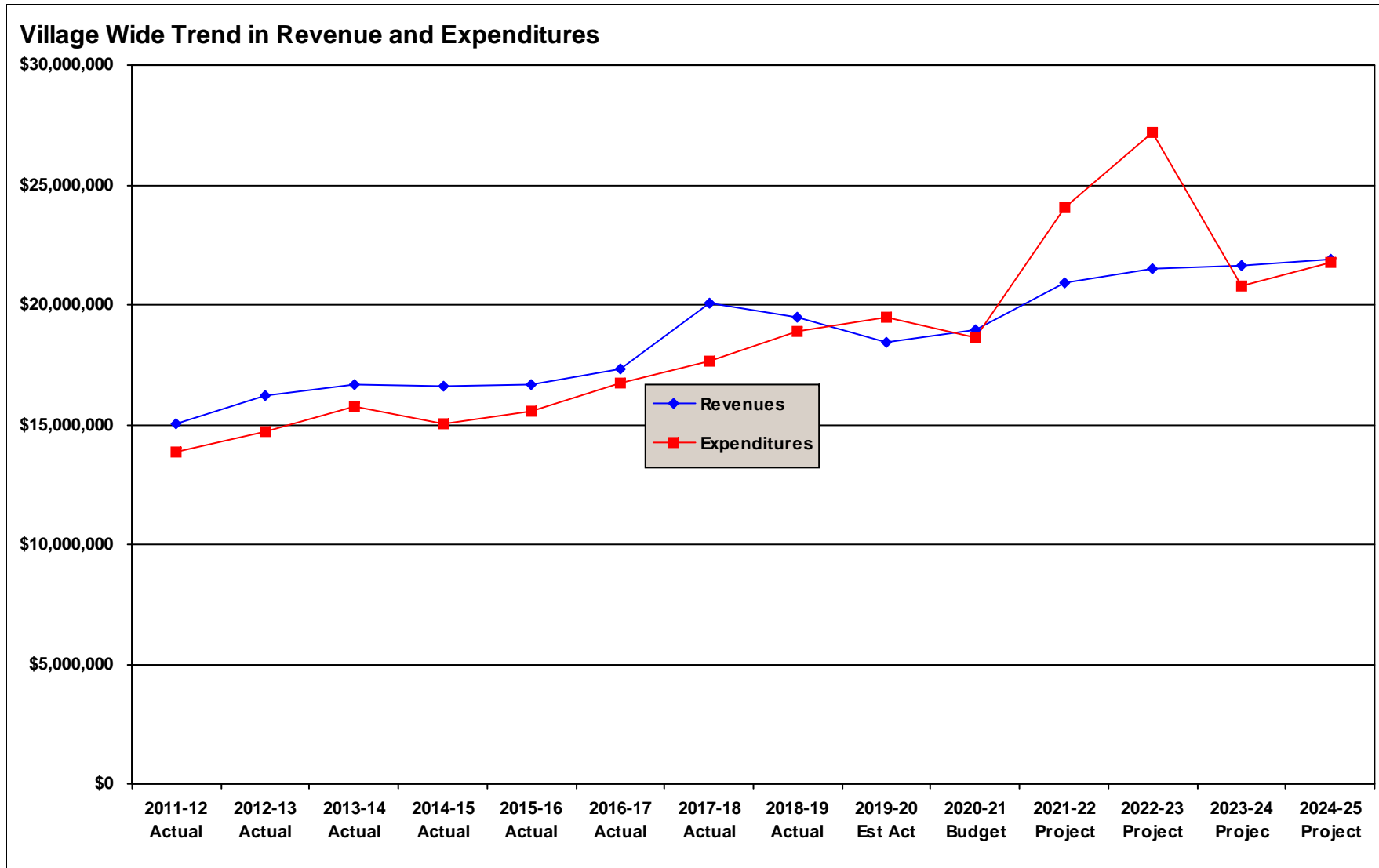


Historical Expenditures



VILLAGE WIDE

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021



The increase in expenditures depicted on the above chart for the Fiscal Year 2021-21 budget represents planned capital outlay in the Capital Projects Funds as well as the Water Fund. The spike in expenditures in the Projected 2022-23 budget is primarily a result of the principal payment that is due of \$5.9 million on the Refunding Debt Certificates that will be paid out of the Debt Service Fund.

GENERAL FUND - REVENUES

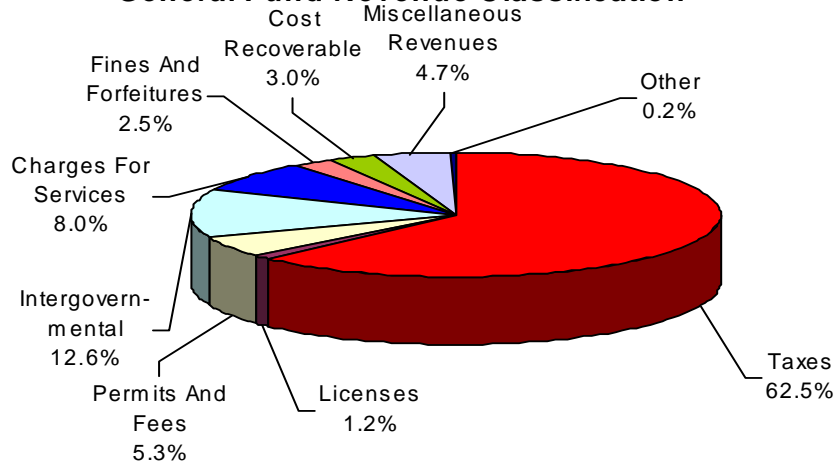
General Fund	
Beginning Reserves	5,357,217
Revenue	8,360,315
Expenditure	8,324,210
Inc/Dec	36,105
Ending Reserves	5,393,322

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021

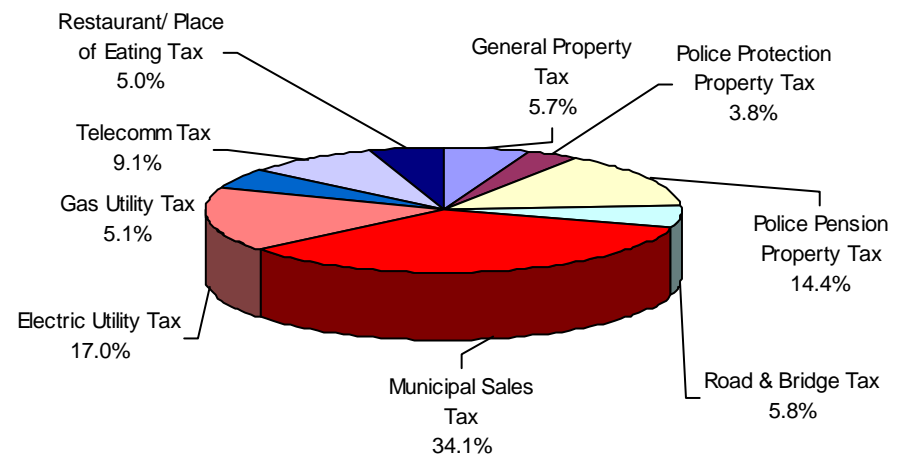
- The General Fund is the Village's main operating fund.
- The revenue sources for the fund are taxes, fees, fines and charges.
- General Fund revenues provided the Village's main governmental services.
- Taxes comprise the largest portion of the General Fund revenue budget. The largest tax item is the Municipal Sales Tax.

10 General Fund Revenue Budget	2019/2020 Est	2019/2020 Actual	2020/2021 Budget	Budget vs Budget
30 Taxes	5,762,510	6,097,475	5,230,765	-14.2%
31 Licenses	52,635	96,385	96,385	0.0%
32 Permits And Fees	427,450	396,100	440,000	11.1%
33 Intergovernmental	1,119,800	1,071,410	1,056,510	-1.4%
34 Charges For Services	662,480	682,870	668,870	-2.1%
35 Fines And Forfeitures	121,250	145,000	210,000	44.8%
36 Cost Recoverable	249,725	230,140	247,660	7.6%
37 Miscellaneous Revenues	228,330	242,000	395,125	63.3%
38 Other	5,500	15,000	15,000	0.0%
Total Revenues	8,629,680	8,976,380	8,360,315	-6.9%

General Fund Revenue Classification



General Fund Taxes



GENERAL FUND - REVENUES

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021

Other Revenues	19-20	19-20	20-21
	Est. Actual	Budget	Budget
Chase Bank Contributions	12,000	12,000	12,000
FEMA Reimbursable*	0	0	37,500
Stafford Woods Escrow - Trees	24,100	0	16,635
IPBC Escrow-Wellness Program	0	0	5,000
Nicor Franchise Agreement	18,858	20,000	20,000
IRMA Reserves	0	0	125,000
Other	11,692	30,000	30,000
	66,650	62,000	246,135

*Estimated amount for FEMA reimbursement for COVID-19. Expenses occurring in FY 2019-20 and FY 2020-21 will be submitted for reimbursement in FY 2020-21.
After FY20-21, the Stafford Woods Escrow is depleted

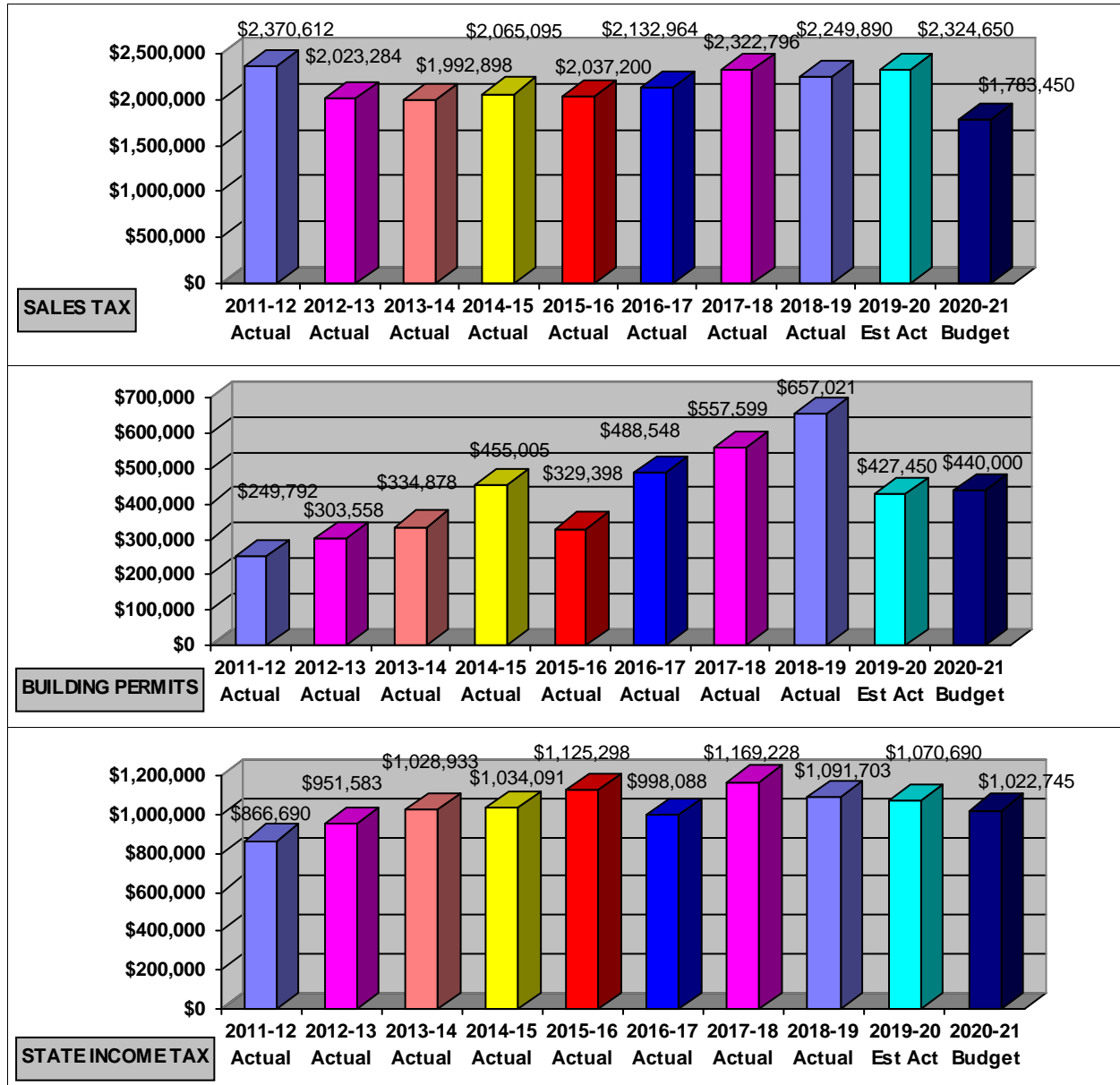
PROPERTY TAXES - HOW YOUR TAX DOLLARS ARE ALLOCATED

Property Taxes for the Village consist of three separate levies – General, Police Protection, and Police Pension Property Taxes. As a revenue source, property taxes make up less than 5% of total taxes received by the Village. As depicted below, the Village tax levy represents less than 2% of every tax dollar on the residents' tax bill.



GENERAL FUND - REVENUES

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021



Sales Tax	19-20 Est. Act.	19-20 Budget	20-21 Budget
Municipal Tax	1,975,953	2,074,420	1,515,933
Non Home Rule	348,698	388,950	267,518
	2,324,650	2,463,370	1,783,450

- Permits and Fees consist of building permits, inspection and reinspection fees, fence, sign, and electrical permits. Also included are miscellaneous revenues consisting of food inspection fees, zoning hearing fees, annexation fees, and elevator inspection fees.

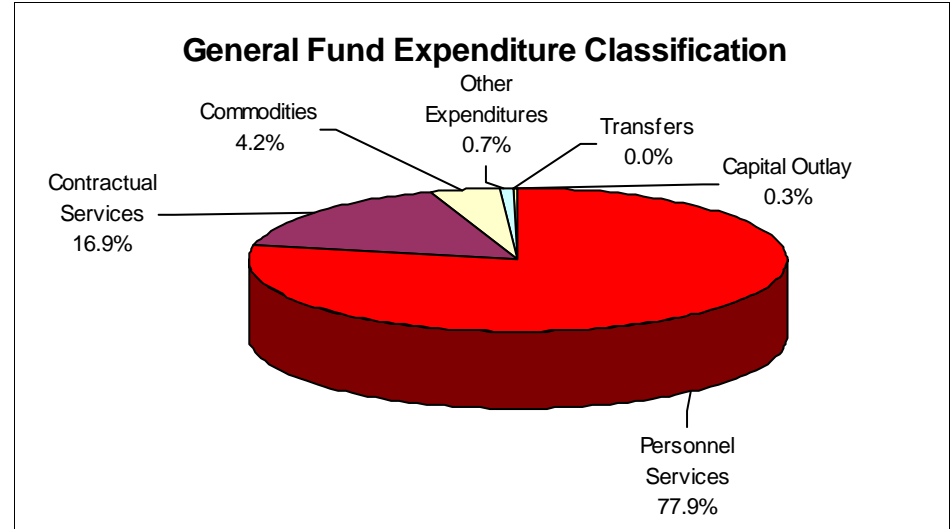
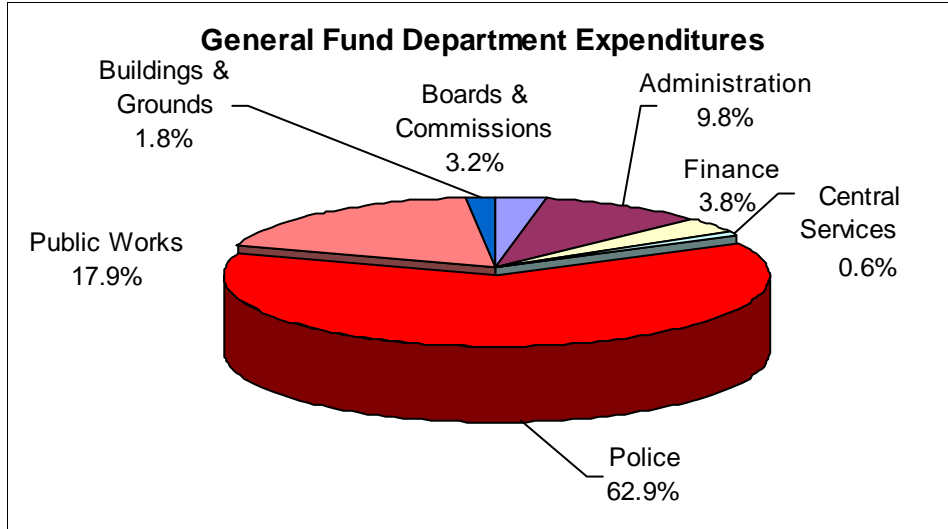
- State Income Tax is distributed on a per capita basis. This revenue source has decreased with the 2010 census, however the 2020 census should bring the Village additional revenues with anticipated population growth.

GENERAL FUND - EXPENDITURES

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021

General Fund	
Beginning Reserves	5,357,217
Revenue	8,360,315
Expenditure	8,324,210
Inc/Dec	36,105
Ending Reserves	5,393,322

- The General Fund department's budgets provide the main governmental services.
- The Public Safety function (Police) is approximately 60% of the General Fund budget.
- Over 70% of the General Fund budget goes to Personnel Services (salaries, overtime, insurance, pension, and training).



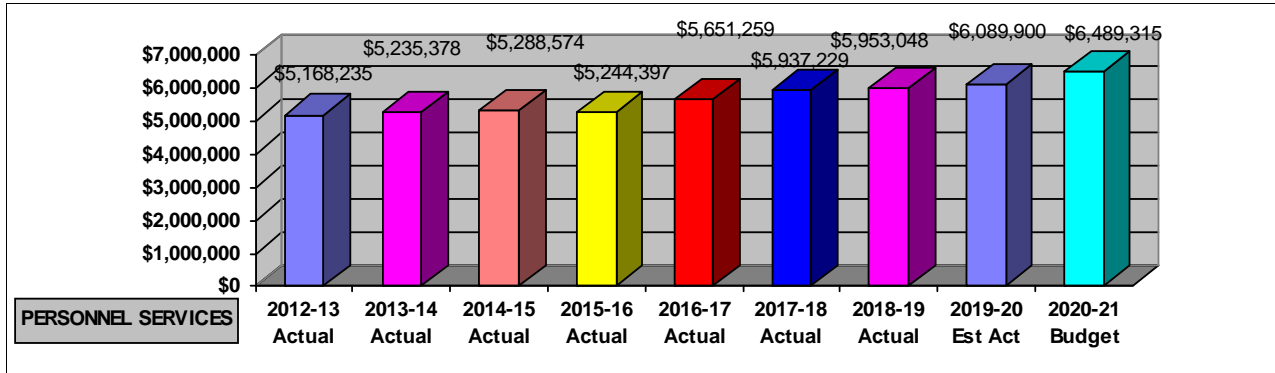
10	General Fund Expenditure Budget	2019/2020 Est	2019/2020 Actual	2020/2021 Budget	Budget vs Budget
1010	Boards & Commissions	338,075	270,675	263,595	-2.6%
2010	Administration	858,170	783,775	805,370	2.8%
4010	Finance	348,560	330,490	324,325	-1.9%
4020	Central Services	336,415	673,525	50,600	-92.5%
5010	Police	5,116,150	5,237,695	5,234,935	-0.1%
6010	Public Works	1,426,070	1,476,100	1,495,810	1.3%
6020	Buildings & Grounds	168,140	161,145	149,575	-7.2%
Total	General Fund	8,591,580	8,933,405	8,324,210	-6.8%

10	General Fund Expenditure Budget	2019/2020 Est	2019/2020 Actual	2020/2021 Budget	Budget vs Budget
40	Personnel Services	6,089,900	6,233,155	6,489,315	4.1%
50	Contractual Services	1,699,170	1,539,045	1,404,115	-8.8%
60	Commodities	340,245	348,120	346,825	-0.4%
70	Capital Outlay	152,740	158,400	28,800	-81.8%
80	Other Expenditures	88,870	109,030	55,155	-49.4%
90	Transfers	220,655	545,655	0	
Total	General Fund	8,591,580	8,933,405	8,324,210	-6.8%

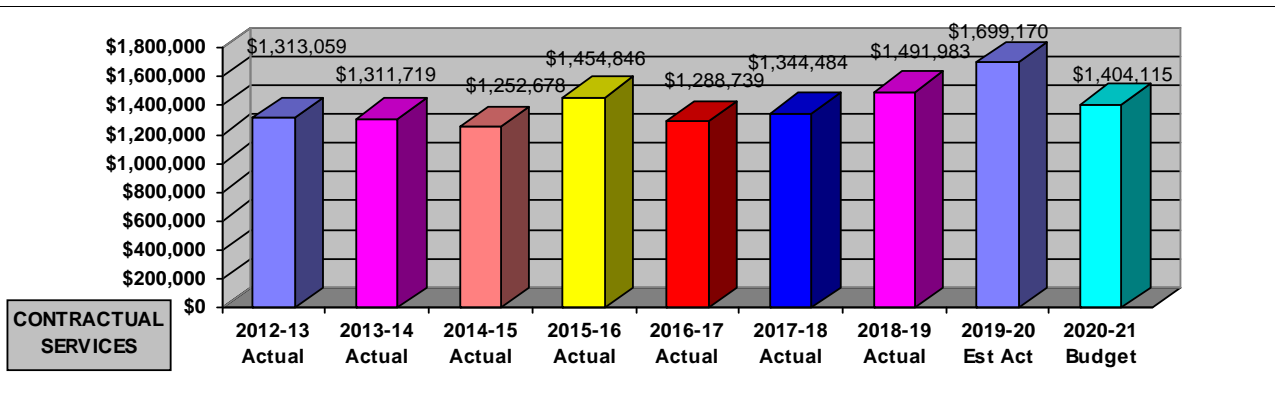
**VILLAGE OF BURR RIDGE
SUMMARY BUDGET**

GENERAL FUND - EXPENDITURES

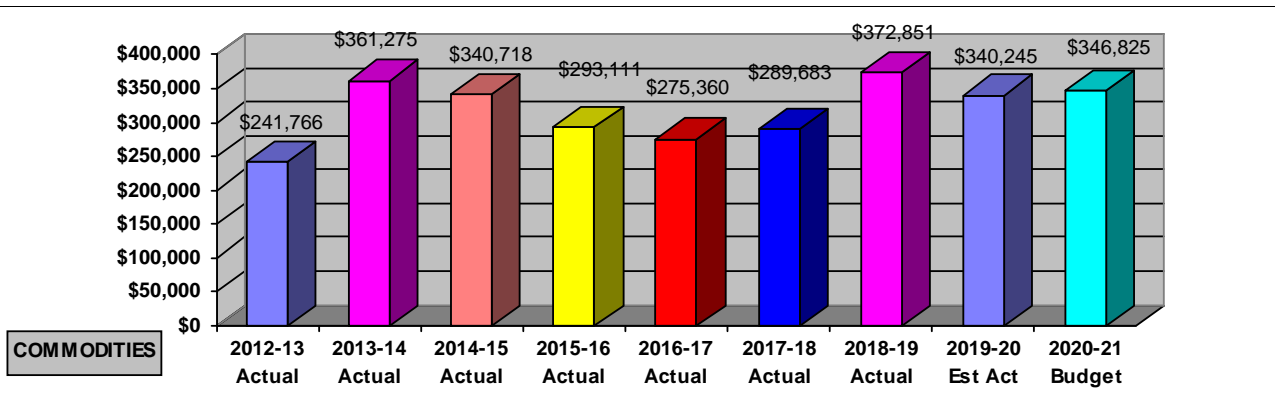
FOR FISCAL YEAR ENDING APRIL 30, 2021



- Personnel Services accounts for all salary and wage expenditures, employee fringe benefits, such as health and life insurance, travel & training, tuition reimbursements, and uniform allowance. Personnel Services represents the largest expenditure classification for the Village.



- Contractual Services accounts for all contracts for repair and maintenance, utilities, postage, advertising, printing, accounting/auditing services, engineering services, legal and other professional services, rentals, and insurance costs.

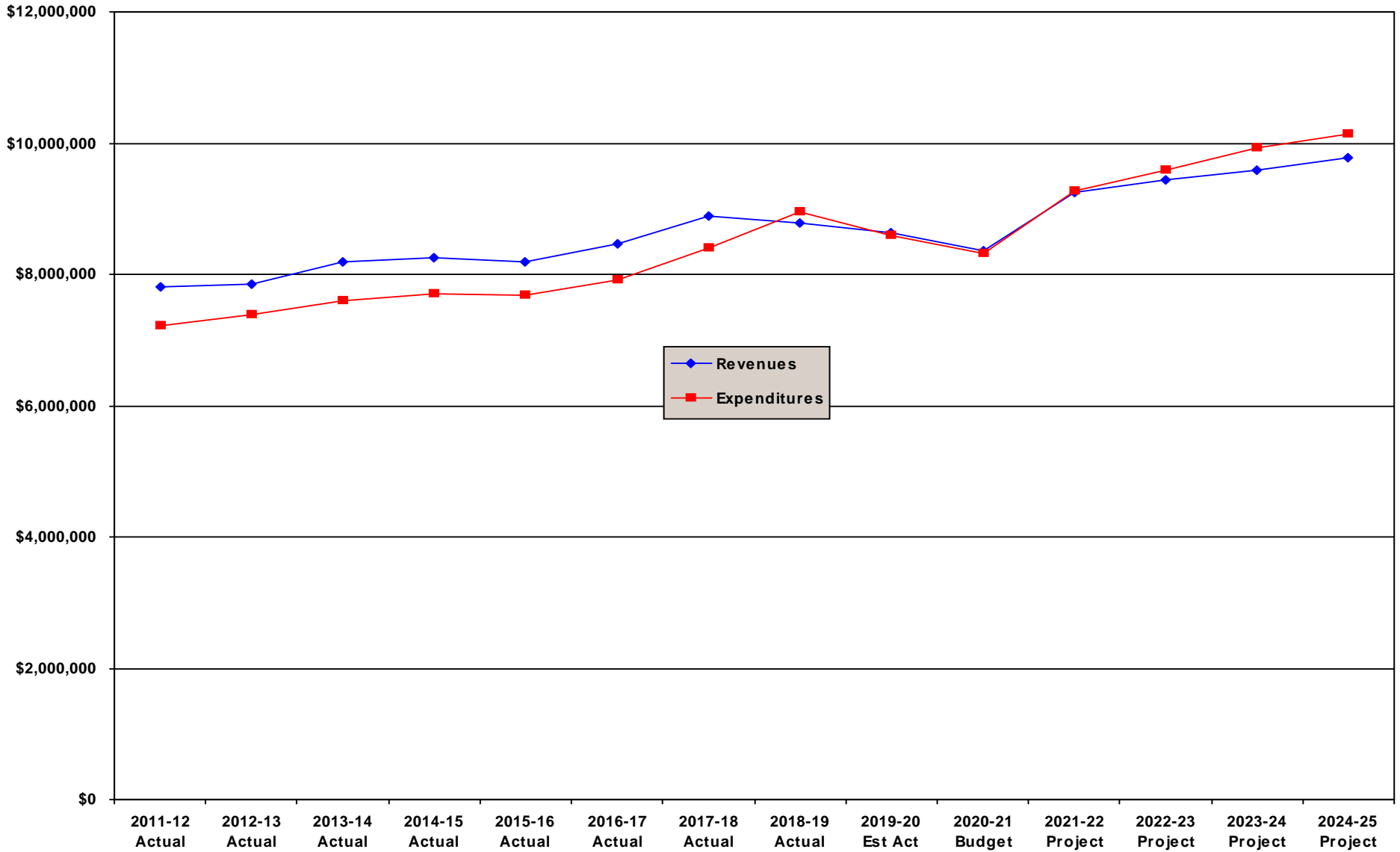


- Commodities accounts for all expenditures, such as general office supplies, gasoline and oil, maintenance supplies, operating supplies, and small tools, etc.

GENERAL FUND

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021

General Fund Trend in Revenue and Expenditures



ENTERPRISE FUNDS

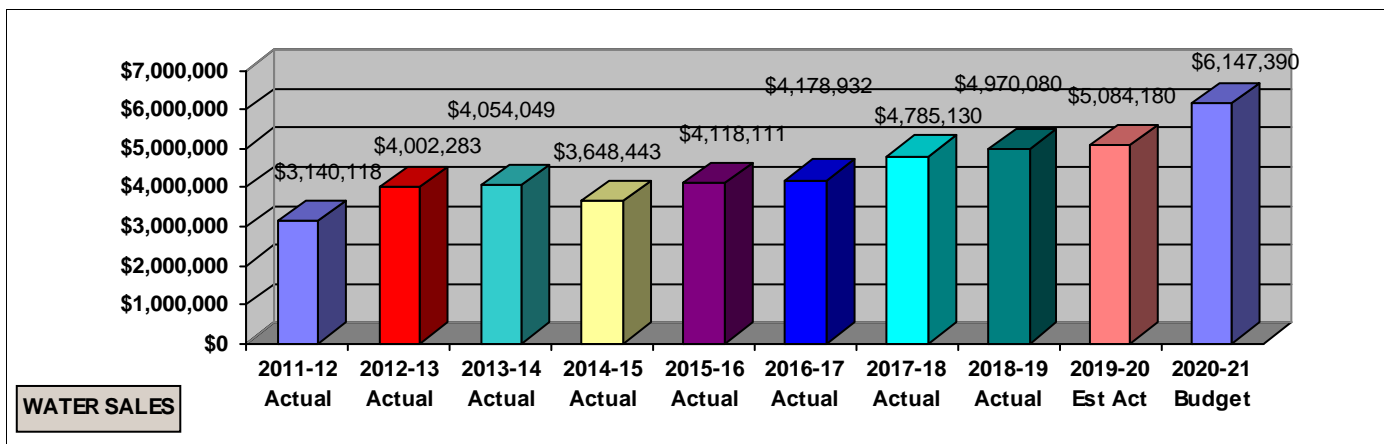
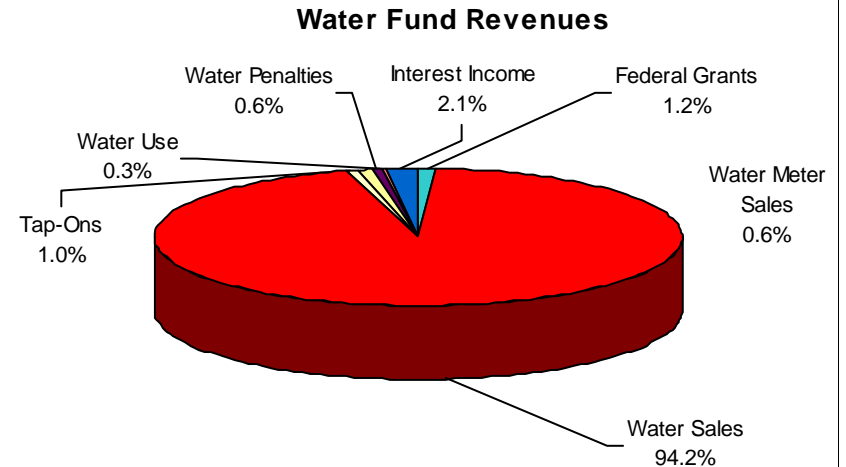
Water Fund	
Beginning Reserves	1,064,067
Revenue	6,523,880
Expenditure	5,900,495
Inc/Dec	623,385
Ending Reserves	1,687,452

WATER FUND REVENUES

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021

- The Water Fund accounts for the provision of water services to residents and businesses of the Village.
- All activities necessary to provide such services are accounted for in this fund including administration, operations, maintenance, financing, billing and collection.

Water Sales			2019-20		2020-21	
Tier/Class	Consumption	Rate	Est. Act.	Tier/Class	Consumption	Rate
00-70	317,710	\$8.16	2,592,514	00-70	361,374	\$8.82
71-90	6,022	\$12.40	74,673	71-90	8,595	\$13.39
91-Above	7,769	\$15.47	120,186	91-Above	18,328	\$16.71
Residential	331,501		2,787,373	Residential	388,297	
Fixed Rate	Residential	\$10.00	240,000	Fixed Rate	Residential	\$10.00
	Commercial	\$20.00	36,000		Commercial	\$20.00
Apartments	6,582	\$8.16	53,709	Apartments	7,277	\$8.82
Commercial	106,497	\$11.64	1,239,625	Commercial	112,859	\$12.57
Industrial	48,443	\$11.64	563,877	Industrial	49,106	\$12.57
Public	14,055	\$11.64	163,600	Public	12,939	\$12.57
Totals	507,078		\$5,084,180	Totals	570,478	



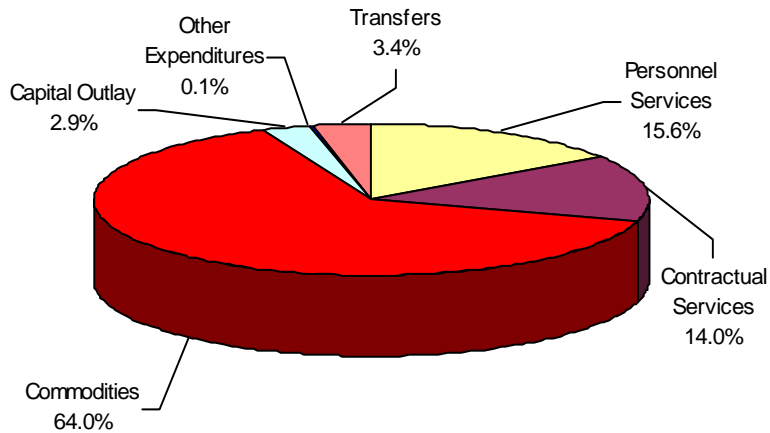
ENTERPRISE FUNDS

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021

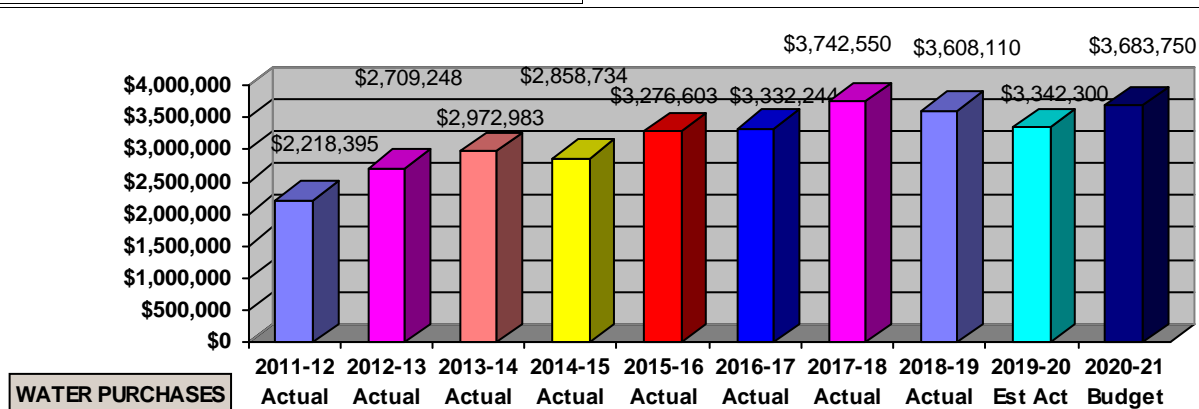
Water Fund	
Beginning Reserves	1,064,067
Revenue	6,523,880
Expenditure	5,900,495
Inc/Dec	623,385
Ending Reserves	1,687,452

WATER FUND EXPENDITURES

Water Fund Expenditure Classification



- Water Purchases from the Village of Bedford Park shown in the Commodities classification comprises over half of the Water Fund's budget.
- The Personnel Services charged to the Water Fund are partial allocations of various Village staff's salaries and benefits that provide administration and operation of the water utility.

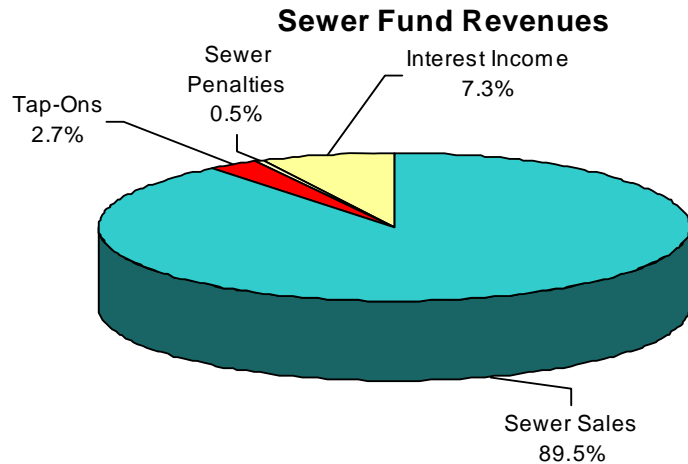


ENTERPRISE FUNDS

VILLAGE OF BURR RIDGE SUMMARY BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021

Sewer Fund	
Beginning Reserves	1,931,892
Revenue	560,730
Expenditure	659,115
Inc/Dec	-98,385
Ending Reserves	1,833,507

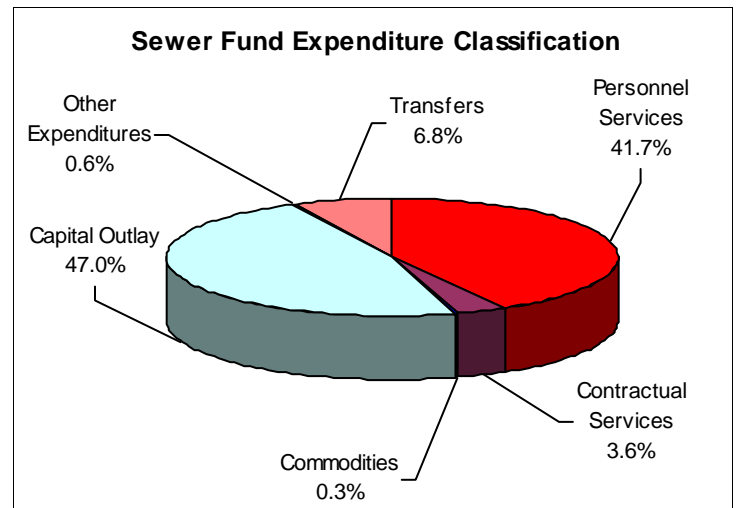
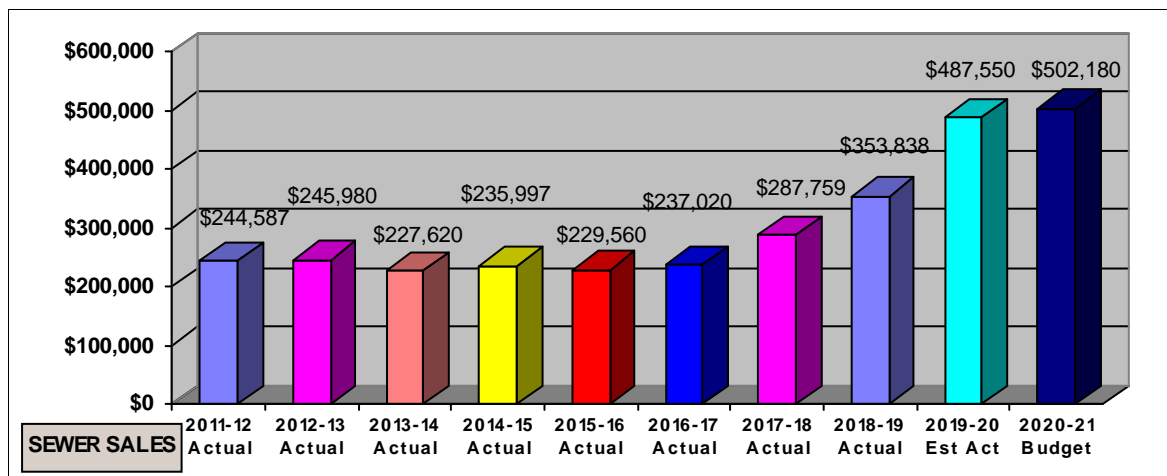
SEWER FUND



- The Sewer Fund accounts for the provision of sewer services to Cook County residents and businesses of the Village.
- All activities necessary to provide such services are accounted for in this funds including administration, operations, maintenance, financing, billing and collection.
- DuPage County residents and businesses receive sewer services from DuPage County and Flagg Creek Sanitary District.

Current Sewer Rates

- Residential rates per cycle = flat rate of \$20.00
- Commercial rates per cycle = \$1.05 per 1,000 gallons or \$40.00 times the number of units, which ever is greater.
- Sewer rates scheduled to increase \$5 per year for the next 5 years.



**VILLAGE OF BURR RIDGE
CAPITAL IMPROVEMENT SCHEDULE
FOR FISCAL YEAR ENDING APRIL 30, 2021**

Fund/Department/Description	*New/Replace/Pending	Budget	Fund/Department/Description	New/Replace/Pending	Budget
General Fund/Police			Equipment Replacement Fund		
Automated External Defibrillator (AED) (4)	New	4,200	2002 Navistar 4900 Dump Truck	Pending review	212,000
Armor Vests (5)	Replace	5,500	2009 Mobark 14R Brush Chipper	Pending review	96,000
Thermal Imaging Monocular (2)	New	5,000	1995 Tennant 5700 Floor Scrubber	Pending review	34,700
Ballistic Shields (3)	Pending review	22,420	2013 Ford Interceptor-Sedan	Pending review	30,000
AXON Body Cameras & TASERS (deferred)	New	0	Total Equipment Replacement Fund		372,700
AXON Mobile Video Cameras (deferred)	New	0			
Personnel Protection Equipment	New	800	Storm Water Management		
Police Vehicles with Equipment Outfitting (3)	Pending review	99,060	Windsor Pond bi-annual burn	Pending review	2,800
Total Police		136,980	IEPA Minimum Measures by IGA	New	5,000
			Chloride Variance, DRSCWG/LDWG	New	6,900
General Fund/Public Works & Buildings and Grounds			Elm St. Culvert Replacement Engineering	Replace	52,000
Safety cones and barricades	Replace	3,500	Elm St. Culvert Replacement	Pending review	275,000
Liquid Chloride Tank and Dispenser	Pending review	11,000	Total Storm Water Management Fund		341,700
Pressure Washer for PW Garage	New	8,700			
Extensions for 1-Ton Snow Plows	Pending review	4,800	Water Fund		
VH Fire Sprinkler Dry System Repairs	Replace	6,100	Meters/valves (new construction)	Replace	10,000
Total Public Works		34,100	Commercial meter replacements	Replace	30,000
			Flagger Illumination Equipment	Replace	5,500
Hotel/Motel Tax Fund			CLR & Carriage Way Sub. Ph II	Deferred	1,600,000
Medians/Gateways/CLR/BR Parkway	New	110,000	Pump Center Reservoir Hatches	Replace	22,000
CLR/I-55 Landscaping Enhancements	Pending review	125,000	2005 F350 Utility Truck	Pending review	56,600
Holiday Décor	Pending review	25,000	Total Water Fund		1,724,100
CLR Corridor Plan	Pending review	45,000			
Additional Lighting Burr Ridge Pkwy at CLR (deferred)	New	0	Sewer Fund		
Total Hotel/Motel Tax Fund		305,000	Inflow & Infiltration Control Program Testing/Repair	Replace	260,000
			Sanitary Lift Station	Replace	37,000
Capital Improvement Fund			Total Sewer Fund		297,000
Garfield Street	Pending review	5,400			
Burr Ridge Parkway	Pending review	23,935	Information Technology Fund		
I-294 Tri-State Tollway	Pending review	12,500	Printer & Equip Replacement	Replace	6,000
North Frontage Road Guardrail Replacement	Pending review	36,000	Police Facility Surveillance Security	Pending review	120,000
VH Window Replacement, Phase 2 (deferred)	Replace	0	Police Facility Access Control Systems	Pending review	20,000
VH HVAC Controls & Efficiency Upgrade	Pending review	175,000	Server Backup and Data Protection Platform Upgrades	Replace	11,500
VH Foyer, Bathroom, & Security Upgrades (deferred)	Replace	0	Core Network Switches Replacements	Replace	20,000
PW Garage Light Replacements	Pending review	24,000	Broadcast Upgrades for Village Hall and Police	New	25,000
2020 Road Program	Replace	754,100	Video Surveillance/Wireless Networking	New	50,000
Total Capital Improvement Fund		1,030,935	Total Information Fund		252,500
Sidewalk/Pathway Fund			TOTAL CAPITAL IMPROVEMENT PROGRAM		
CLR Longwood to Katherine Legge Park (east side)	Pending review	465,380			5,176,695
Garfield Avenue Connection	Pending review	118,300			
Asphalt Pathway Replacement (81st & 79th Street)	Deferred	0			
Sidewalk/Pathway Repair and Replacement	Pending review	98,000			
Total Sidewalk/Pathway Fund		681,680			

*Items denoted as "Replace" are capital expenditures that will replace existing capital items after it has extended past the useful life. Items denoted as "New" are capital expenditure items that are new and have never been purchased before and impact this current year operating budget. Items denoted as "Pending review" are capital items that were originally schedule to be replaced in FY 20-21 that are currently on hold and under review until we can determine the financial impact of the COVID-19 pandemic.

Section 3

Detail Budget



The Detail Budget presents the detailed line item of revenues and expenditures for the entire Village, including notes & highlights from each department within the General Fund.

**VILLAGE OF BURR RIDGE
VILLAGE WIDE SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	31,838,980	34,292,166	34,837,504	33,800,242	34,097,182	30,963,112	25,272,377	26,117,830
Total Revenues	20,063,859	19,465,209	18,463,745	18,924,680	20,906,790	21,482,460	21,616,010	21,891,208
Total Expenditures	17,610,674	18,919,871	19,501,007	18,627,740	24,040,860	27,173,195	20,770,557	21,775,925
Net Increase (Decrease)	2,453,185	545,338	-1,037,262	296,940	-3,134,070	-5,690,735	845,453	115,283
Available - April 30	34,292,166	34,837,504	33,800,242	34,097,182	30,963,112	25,272,377	26,117,830	26,233,113

Estimated Reserves May 1, 2020

33,800,242

Estimated Revenues:

Taxes	5,548,515
Licenses	96,385
Permits And Fees	440,000
Intergovernmental	1,510,250
Charges For Services	7,499,380
Fines And Forfeitures	210,000
Cost Recoverable	247,660
Miscellaneous Revenues	2,624,310
Other	15,000
Transfers	733,180

Total Estimated Revenues

18,924,680

Estimated Expenditures:

Personnel Services	7,699,340
Contractual Services	2,704,840
Commodities	4,143,405
Capital Outlay	1,540,600
Other Expenditures	1,806,375
Transfers	733,180

Total Estimated Expenditures

18,627,740

Net Increase (Decrease)

296,940

Estimated Reserves April 30, 2021

34,097,182

Note: The net (decrease) in which expenditures exceed revenues in the FY 2020-21 budget is related to planned capital outlay projects in the Capital Projects and Water Funds, in addition to planned expenditures in the Hotel/Motel Fund. In FY 2022-23 the net decrease is related to the principal payment of \$5.9 million on the debt certificates that is due in December of 2022.

**VILLAGE OF BURR RIDGE
VILLAGE WIDE SUMMARY BY FUND
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018	2018/2019	2019/2020	2019/2020	2020/2021	Budget	2021/2022	2022/2023	2023/2024	2024/2025
Revenue Budget	Actual	Actual	Est Actual	Budget	Budget	vs Budget	Projected	Projected	Projected	Projected
General Fund										
10 General Fund	8,898,279	8,778,832	8,629,680	8,976,380	8,360,315	-6.9%	9,238,420	9,432,320	9,591,140	9,779,988
Special Revenue Funds										
22 Motor Fuel Tax Fund	275,916	274,448	391,250	276,380	378,130	36.8%	385,700	393,410	401,275	409,295
23 Hotel/Motel Tax Fund	573,995	696,831	625,100	665,175	336,730	-49.4%	689,940	702,370	715,175	728,360
Capital Projects										
31 Capital Improvements Fund	396,212	1,353,418	676,275	626,540	515,300	-17.8%	521,760	440,400	449,210	458,190
32 Sidewalks/Pathway Fund	74,838	304,543	38,330	263,215	65,540	-75.1%	109,320	9,510	9,700	9,890
33 Equipment Replacement Fund	160,729	10,918	9,830	61,540	9,140	-85.1%	9,320	9,510	9,700	9,890
34 Storm Water Management Fund	195,349	111,809	22,380	36,000	78,255	117.4%	24,740	25,230	25,730	26,250
Debt Service Funds										
41 Debt Service Fund	2,047,693	160,395	102,860	120,000	95,660	-20.3%	120,000	120,000	0	0
Enterprise Funds										
51 Water Fund	5,090,196	5,330,390	5,384,865	6,167,875	6,523,880	5.8%	6,917,150	7,432,080	7,439,030	7,447,190
52 Sewer Fund	346,482	432,396	549,120	491,200	560,730	14.2%	576,700	593,140	610,050	627,460
Internal Service Funds										
61 Information Technology Fund	284,469	289,158	332,915	334,645	256,130	-23.5%	533,215	502,530	501,835	489,610
Fiduciary Funds										
71 Police Pension Fund	1,719,701	1,722,073	1,701,140	1,715,605	1,744,870	1.7%	1,780,525	1,821,960	1,863,165	1,905,085
Total Revenues	20,063,859	19,465,209	18,463,745	19,734,555	18,924,680	-4.1%	20,906,790	21,482,460	21,616,010	21,891,208

**VILLAGE OF BURR RIDGE
VILLAGE WIDE SUMMARY BY FUND
FOR FISCAL YEAR ENDING APRIL 30, 2021**

Expenditure Budget	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
General Fund										
10 General Fund	8,395,649	8,947,407	8,591,580	8,933,405	8,324,210	-6.8%	9,276,430	9,582,905	9,918,992	10,141,645
Special Revenue Funds										
22 Motor Fuel Tax Fund	300,400	285,381	401,810	275,400	377,460	37.1%	422,740	431,190	439,810	448,600
23 Hotel/Motel Tax Fund	522,283	581,535	907,625	754,425	477,225	-36.7%	684,990	519,505	525,220	530,960
Capital Projects										
31 Capital Improvements Fund	744,093	847,642	986,415	1,189,225	717,910	-39.6%	969,500	1,083,800	1,116,000	1,151,200
32 Sidewalks/Pathway Fund	60,737	198,303	114,630	892,805	87,300	-90.2%	759,480	160,300	163,300	166,300
33 Equipment Replacement Fund	301,723	463,928	61,120	112,000	49,375	-55.9%	212,800	321,050	165,800	108,800
34 Storm Water Management Fund	31,326	331,066	88,125	62,100	64,300	3.5%	342,410	15,420	15,430	15,440
Debt Service Funds										
41 Debt Service Fund	254,547	174,461	127,250	130,750	128,750	-1.5%	128,750	6,098,750	0	0
Enterprise Funds										
51 Water Fund	5,261,814	5,138,135	6,159,060	6,667,705	5,900,495	-11.5%	8,857,810	6,530,660	5,928,500	6,657,710
52 Sewer Fund	295,967	311,145	413,590	494,780	659,115	33.2%	521,780	528,540	538,535	547,300
Internal Service Funds										
61 Information Technology Fund	312,439	308,904	396,450	372,780	455,140	22.1%	412,650	406,740	430,910	421,655
Fiduciary Funds										
71 Police Pension Fund	1,129,694	1,331,963	1,253,352	1,305,885	1,386,460	6.2%	1,451,520	1,494,335	1,528,060	1,586,315
Total Expenditures	17,610,674	18,919,871	19,501,007	21,191,260	18,627,740	-12.1%	24,040,860	27,173,195	20,770,557	21,775,925

**VILLAGE OF BURR RIDGE
GENERAL FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	4,985,062	5,487,691	5,319,117	5,357,217	5,393,322	5,355,312	5,204,727	4,876,875
Total Revenues	8,898,279	8,778,832	8,629,680	8,360,315	9,238,420	9,432,320	9,591,140	9,779,988
Total Expenditures	8,395,649	8,947,407	8,591,580	8,324,210	9,276,430	9,582,905	9,918,992	10,141,645
Net Increase (Decrease)	502,630	-168,574	38,100	36,105	-38,010	-150,585	-327,852	-361,657
Available Reserves - April 30	5,487,691	5,319,117	5,357,217	5,393,322	5,355,312	5,204,727	4,876,875	4,515,218

Estimated Reserves May 1, 2020

5,357,217

Estimated Revenues:

Taxes	5,230,765
Licenses	96,385
Permits And Fees	440,000
Intergovernmental	1,056,510
Charges For Services	668,870
Fines And Forfeitures	210,000
Cost Recoverable	247,660
Miscellaneous Revenues	395,125
Other	15,000

Total Estimated Revenues

8,360,315

Estimated Expenditures:

Personnel Services	6,489,315
Contractual Services	1,404,115
Commodities	346,825
Capital Outlay	28,800
Other Expenditures	55,155
Transfers	0

Total Estimated Expenditures

8,324,210

Net Increase (Decrease)

36,105

Estimated Reserves April 30, 2021

5,393,322

10 General Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Revenue Budget	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
30 Taxes	5,810,559	5,683,269	5,762,510	6,097,475	5,230,765	-14.2%	6,308,085	6,455,610	6,610,235	6,769,305
31 Licenses	51,841	47,920	52,635	96,385	96,385	0.0%	96,385	96,385	96,385	96,385
32 Permits And Fees	557,599	657,021	427,450	396,100	440,000	11.1%	390,000	390,000	390,000	390,000
33 Intergovernmental	1,206,288	1,129,932	1,119,800	1,071,410	1,056,510	-1.4%	1,035,380	1,016,675	994,380	974,493
34 Charges For Services	648,555	662,424	662,480	682,870	668,870	-2.1%	680,500	692,470	704,810	717,510
35 Fines And Forfeitures	125,184	115,681	121,250	145,000	210,000	44.8%	215,550	221,270	227,160	233,225
36 Cost Recoverable	217,795	221,158	249,725	230,140	247,660	7.6%	250,380	253,160	255,990	258,880
37 Miscellaneous Revenues	263,240	260,502	228,330	242,000	395,125	63.3%	237,140	241,750	247,180	255,190
38 Other	17,219	925	5,500	15,000	15,000	0.0%	25,000	65,000	65,000	85,000
Total Revenues	8,898,279	8,778,832	8,629,680	8,976,380	8,360,315	-6.9%	9,238,420	9,432,320	9,591,140	9,779,988

10 General Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
30 Taxes										
3000 General Property Tax	236,775	175,830	290,430	289,865	300,120	3.5%	306,125	312,245	318,490	324,860
3010 Police Protection Property Tax	205,407	157,573	193,220	193,240	200,225	3.6%	204,225	208,310	212,475	216,725
3015 Police Pension Property Tax	780,713	748,665	738,080	736,280	754,750	2.5%	769,845	785,245	800,950	816,970
3020 Road & Bridge Tax	266,792	256,599	284,580	287,230	301,650	5.0%	307,680	313,840	320,110	326,520
3030 Municipal Sales Tax	2,322,796	2,249,890	2,324,650	2,463,370	1,783,450	-27.6%	2,644,010	2,723,330	2,805,030	2,889,180
3040 Electric Utility Tax	867,671	895,517	847,840	904,350	887,740	-1.8%	914,360	941,800	970,050	999,140
3050 Gas Utility Tax	249,910	295,291	256,200	249,130	265,030	6.4%	272,970	281,150	289,580	298,270
3060 Telecommunication Tax	543,541	520,965	473,610	565,690	473,610	-16.3%	468,870	464,190	459,540	454,950
3070 Places of Eating Tax	336,955	382,939	353,900	408,320	264,190	-35.3%	420,000	425,500	434,010	442,690
Total Taxes	5,810,559	5,683,269	5,762,510	6,097,475	5,230,765	-14.2%	6,308,085	6,455,610	6,610,235	6,769,305
31 Licenses										
3110 Liquor Licenses	45,020	45,620	47,350	45,600	45,600	0.0%	45,600	45,600	45,600	45,600
3120 Other Licenses	6,821	2,300	5,285	5,785	5,785	0.0%	5,785	5,785	5,785	5,785
3130 Business Licenses	0	0	0	45,000	45,000	0.0%	45,000	45,000	45,000	45,000
Total Licenses	51,841	47,920	52,635	96,385	96,385	0.0%	96,385	96,385	96,385	96,385
32 Permits And Fees										
3200 Building Permits	522,970	584,691	400,000	351,100	400,000	13.9%	350,000	350,000	350,000	350,000
3265 Plat Fees	20,729	64,130	20,000	30,000	30,000	0.0%	30,000	30,000	30,000	30,000
3275 Public Hearing Fees	13,900	8,200	7,450	15,000	10,000	-33.3%	10,000	10,000	10,000	10,000
Total Permits And Fees	557,599	657,021	427,450	396,100	440,000	11.1%	390,000	390,000	390,000	390,000
33 Intergovernmental										
3300 State Income Tax	1,169,228	1,091,703	1,070,690	1,033,730	1,022,745	-1.1%	1,002,290	982,245	962,600	943,348
3310 Corporate Replacement Tax	37,060	38,229	49,110	37,680	33,765	-10.4%	33,090	34,430	31,780	31,145
Total Intergovernmental	1,206,288	1,129,932	1,119,800	1,071,410	1,056,510	-1.4%	1,035,380	1,016,675	994,380	974,493
34 Charges For Services										
3410 Franchise Tax - Cable TV	285,397	283,591	277,090	294,290	277,090	-5.8%	277,090	277,090	277,090	277,090
3415 Rent Revenue	363,158	378,833	385,390	388,580	391,780	0.8%	403,410	415,380	427,720	440,420
Total Charges For Services	648,555	662,424	662,480	682,870	668,870	-2.1%	680,500	692,470	704,810	717,510
35 Fines And Forfeitures										
3500 Circuit Court Fines	99,681	95,045	100,760	120,000	185,000	54.2%	190,550	196,270	202,160	208,225
3510 Village Fines	25,503	20,636	20,490	25,000	25,000	0.0%	25,000	25,000	25,000	25,000

10 General Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

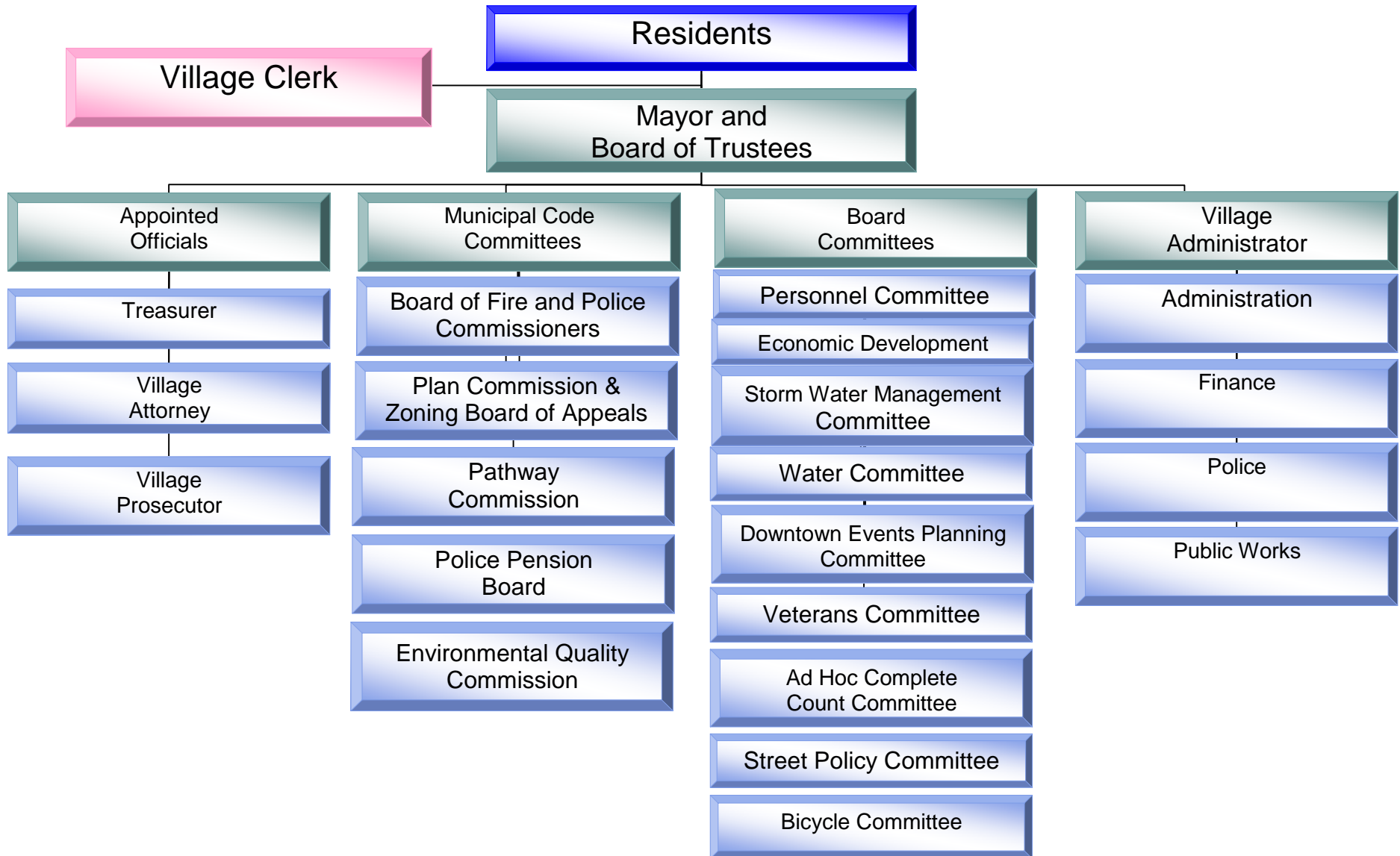
Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Total Fines And Forfeitures	125,184	115,681	121,250	145,000	210,000	44.8%	215,550	221,270	227,160	233,225
36 Cost Recoverable										
3600 Recoverable-Employee Share In	134,335	112,037	121,460	117,640	136,160	15.7%	138,880	141,660	144,490	147,380
3610 Recoverable-Legal Fees	1,943	713	0	5,000	0		0	0	0	0
3630 Recoverable-Tree Purchases	1,739	0	2,130	2,500	2,500	0.0%	2,500	2,500	2,500	2,500
3650 Recoverable-Inspection Fees	44,547	29,817	36,300	40,000	35,000	-12.5%	35,000	35,000	35,000	35,000
3680 Recoverable-Special Detail	5,677	1,347	9,835	5,000	9,000	80.0%	9,000	9,000	9,000	9,000
3690 Recoverable-Miscellaneous	29,555	77,244	80,000	60,000	65,000	8.3%	65,000	65,000	65,000	65,000
Total Cost Recoverable	217,795	221,158	249,725	230,140	247,660	7.6%	250,380	253,160	255,990	258,880
37 Miscellaneous Revenues										
3700 Interest Income	164,072	171,933	152,680	180,000	141,990	-21.1%	144,830	147,730	150,680	153,690
3710 Donations	5,000	0	9,000	0	7,000		7,000	7,000	7,000	7,000
3795 Other Revenues	94,168	88,569	66,650	62,000	246,135	297.0%	85,310	87,020	89,500	94,500
Total Miscellaneous Revenues	263,240	260,502	228,330	242,000	395,125	63.3%	237,140	241,750	247,180	255,190
38 Other										
3800 Proceeds From Sale Of Assets	17,219	925	5,500	15,000	15,000	0.0%	25,000	65,000	65,000	85,000
Total Other	17,219	925	5,500	15,000	15,000	0.0%	25,000	65,000	65,000	85,000
Total Revenues	8,898,279	8,778,832	8,629,680	8,976,380	8,360,315	-6.9%	9,238,420	9,432,320	9,591,140	9,779,988

**VILLAGE OF BURR RIDGE
GENERAL FUND SUMMARY BY DEPARTMENT
FOR FISCAL YEAR ENDING APRIL 30, 2021**

Expenditure Budget	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
1010 Boards & Commissions	252,584	189,077	338,075	270,675	263,595	-2.6%	288,865	286,970	302,285	298,035
2010 Administration	545,917	864,325	858,170	783,775	805,370	2.8%	872,815	900,595	930,917	954,610
4010 Finance	326,967	345,117	348,560	330,490	324,325	-1.9%	373,065	381,885	394,275	406,080
4020 Central Services	651,735	870,756	336,415	673,525	50,600	-92.5%	257,885	262,415	267,025	272,240
5010 Police	4,932,458	4,955,557	5,116,150	5,237,695	5,234,935	-0.1%	5,602,445	5,841,625	6,104,730	6,292,690
6010 Public Works	1,465,645	1,544,236	1,426,070	1,476,100	1,495,810	1.3%	1,716,435	1,741,295	1,748,385	1,743,275
6020 Buildings & Grounds	220,344	178,338	168,140	161,145	149,575	-7.2%	164,920	168,120	171,375	174,715
Total General Fund	8,395,649	8,947,407	8,591,580	8,933,405	8,324,210	-6.8%	9,276,430	9,582,905	9,918,992	10,141,645

Summary By Classification Expenditure Budget	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services	5,933,319	5,953,048	6,089,900	6,233,155	6,489,315	4.1%	6,752,795	6,984,020	7,227,287	7,471,810
50 Contractual Services	1,344,484	1,491,983	1,699,170	1,539,045	1,404,115	-8.8%	1,710,890	1,752,085	1,753,115	1,744,130
60 Commodities	289,683	372,851	340,245	348,120	346,825	-0.4%	356,435	362,170	368,160	374,220
70 Capital Outlay	198,159	116,370	152,740	158,400	28,800	-81.8%	139,370	189,660	267,125	261,545
80 Other Expenditures	81,824	54,035	88,870	109,030	55,155	-49.4%	81,175	73,100	81,830	74,060
90 Transfers	548,180	959,120	220,655	545,655	0		235,765	221,870	221,475	215,880
Total Expenditure Budget	8,395,649	8,947,407	8,591,580	8,933,405	8,324,210	-6.8%	9,276,430	9,582,905	9,918,992	10,141,645

VILLAGE OF BURR RIDGE BOARDS AND COMMISSIONS ORGANIZATIONAL CHART



10 General Fund
1010 Boards & Commissions

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4002 Salaries Part-Time	34,224	29,853	28,800	35,980	32,780	-8.9%	33,575	33,150	34,465	33,090
4011 IMRF Contribution	1,113	914	525	1,255	1,040	-17.1%	575	535	710	1,165
4012 FICA/Medicare Taxes	2,578	2,270	2,205	2,750	2,510	-8.7%	2,570	2,540	2,640	2,530
4040 Due & Subscriptions	9,208	9,573	11,620	9,800	15,300	56.1%	9,850	9,850	9,900	9,900
4042 Training & Travel Expense	2,070	2,806	2,515	5,300	5,300	0.0%	5,405	5,500	5,610	5,720
Total Personnel Services	49,192	45,417	45,665	55,085	56,930	3.3%	51,975	51,575	53,325	52,405
50 Contractual Services										
5010 Legal Services	99,274	74,981	126,215	90,000	120,000	33.3%	107,500	115,000	120,000	125,000
5015 Prosecution Services	10,281	10,128	22,000	10,000	29,000	190.0%	29,000	29,000	29,000	29,000
5020 Other Professional Services	9,107	2,918	47,860	2,500	7,300	192.0%	7,300	7,300	7,300	7,300
5025 Postage	2,586	490	4,160	3,210	3,270	1.9%	3,340	3,410	3,480	3,550
5030 Telephone	1,419	1,577	1,730	1,630	940	-42.3%	960	980	1,000	1,020
5040 Printing	529	803	3,420	1,000	1,000	0.0%	1,000	1,100	1,100	1,100
Total Contractual Services	123,196	90,897	205,385	108,340	161,510	49.1%	149,100	156,790	161,880	166,970
60 Commodities										
6010 Operating Supplies	632	531	300	1,000	1,000	0.0%	1,000	1,100	1,100	1,100
Total Commodities	632	531	300	1,000	1,000	0.0%	1,000	1,100	1,100	1,100
80 Other Expenditures										
8010 Public/Employee Relations	39,158	25,878	34,000	29,300	11,300	-61.4%	32,000	23,500	32,000	24,000
8020 Village Clerk	963	1,012	2,100	2,200	2,200	0.0%	2,200	2,400	2,400	2,400
8025 Fire & Police Comm	14,372	4,362	22,550	19,120	19,255	0.7%	19,255	19,255	19,255	19,250
8030 Cable TV	11,650	10,350	13,225	13,225	0		0	0	0	0
8035 Economic Development Comm	3,651	691	6,445	34,000	11,400	-66.5%	16,500	16,500	16,500	16,500
8036 Other Committees		0	0	0	0		0	0	0	0
Total Other Expenditures	69,793	42,293	78,320	97,845	44,155	-54.9%	69,955	61,655	70,155	62,150
90 Transfers										
9061 Transfer To Info Tech Fund	9,770	9,940	8,405	8,405	0		16,835	15,850	15,825	15,410
Total Transfers	9,770	9,940	8,405	8,405	0		16,835	15,850	15,825	15,410
Total Boards & Commissions	252,584	189,077	338,075	270,675	263,595	-2.6%	288,865	286,970	302,285	298,035

10 General Fund
1010 Boards & Commissions

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Salaries Part-Time			
Mayor \$6,000 per year			
Trustees (6) \$3,000 per year per Trustee			
Village Clerk \$4,800 per year			
P/T Fire/Police Commission Clerk			
(Hours vary depending on Police Testing years)			

Dues & Subscriptions			
	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Ill. Municipal League Dues	1,250	1,250	1,250
Dupage Mayors And Managers	7,200	7,200	7,200
Municipal Clerk Of Illinois	65	65	65
Municipal Clerk Of Dupage	20	20	20
Municipal Clerk Of Cook County	20	20	20
CMAF Dues	405	420	420
West Central Municipal Conference	1,835	0	5,500
Metropolitan Mayors Caucus	475	475	475
Miscellaneous	350	350	350
	11,620	9,800	15,300

Training & Travel Expense			
	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Special Events/Training-Trustees	500	2,000	2,000
Special Events/Training-Mayor	1,500	1,500	1,500
DMMC/Drive Down	0	800	800
Other Meetings	340	500	500
Mileage Reimbursement	100	125	125
Handbooks & Materials	75	375	375
	2,515	5,300	5,300

- IML Handbooks purchased every other year: 21-22, 23-24
- Chamber of Commerce Lunches covered under special events/training

Legal Services			
	19-20	19-20	20-21
	Est. Act.	Budget	Budget
General Services - KTJ	32,000	60,000	0
General Services - SRD	85,000	0	95,000
Reimbursable Services	500	5,000	2,500
Fire & Police Comm.	0	1,500	1,500
Plan Commission	2,045	1,000	1,000
Lawsuits	0	10,000	0
501c3 Foundation	0	0	5,000
Police Union Negotiation	6,670	7,500	7,500
Public Works Union Negotiations	0	5,000	7,500
	126,215	90,000	120,000

Other Professional Services			
	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Adjudication Judge	0	0	4,800
Miscellaneous	47,860	2,500	2,500
	47,860	2,500	7,300

Large overage in 19-20 is due to special charges related to Sterigenics including testing services and lobbying contracts.

Telephone			
	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Monthly Phone Charge	1,130	830	340
Mayor Mobile Phone Allowance	600	800	600
	1,730	1,630	940

10 General Fund
1010 Boards & Commissions

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Public/Employee Relations	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Christmas Employee Recognition *	3,500	4,000	0
Recognition Plaques	500	500	500
Newsletters and Surveys	14,000	10,000	5,000
Complete Count Committee *	3,000	0	0
Board & Commission Dinner *	6,000	9,000	0
Retirement and Anniversary Recognition	2,000	1,000	1,000
Flowers / Wreaths	700	500	500
Donation to Senior Organizations	4,200	4,200	4,200
Secretary of State MDSF Event	100	100	100
	34,000	29,300	11,300

- Newsletters printed in February, April, and September
- Resident Survey conducted every two years in FY 19-20, 21-22, 23-24
- * Items deferred for later review in FY20-21 due to pandemic

10 General Fund
1010 Boards & Commissions

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Village Clerk	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Finger Printing - Liquor Licenses	400	500	500
Publishing	500	500	500
Recording Fees	1,000	1,000	1,000
Office Supplies	200	200	200
	<u>2,100</u>	<u>2,200</u>	<u>2,200</u>

Fire & Police Commission	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Credit/Psych/Polygraph Exams	4,846	2,950	2,550
Testing	14,105	14,140	14,350
Publishing (Testing Notice)	1,886	100	0
Dues	375	380	380
Postage	25	100	100
Seminars	0	1,300	1,575
Facility Rental	963	0	0
Travel/M meal Expense	250	100	200
Office/Operating Supplies	100	50	100
	<u>22,550</u>	<u>19,120</u>	<u>19,255</u>

Patrol Officer Testing FY 19-20, 21-22, 23-24, 25-26
 Cpl. Promotional Testing FY 19-20, 22-23, 25-26
 Sgt. Promotional Testing FY 20-21, 24-25

Cable TV	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Record Board Meetings	13,225	13,225	0

- eliminated beginning FY20-21, moved to IT Fund budget

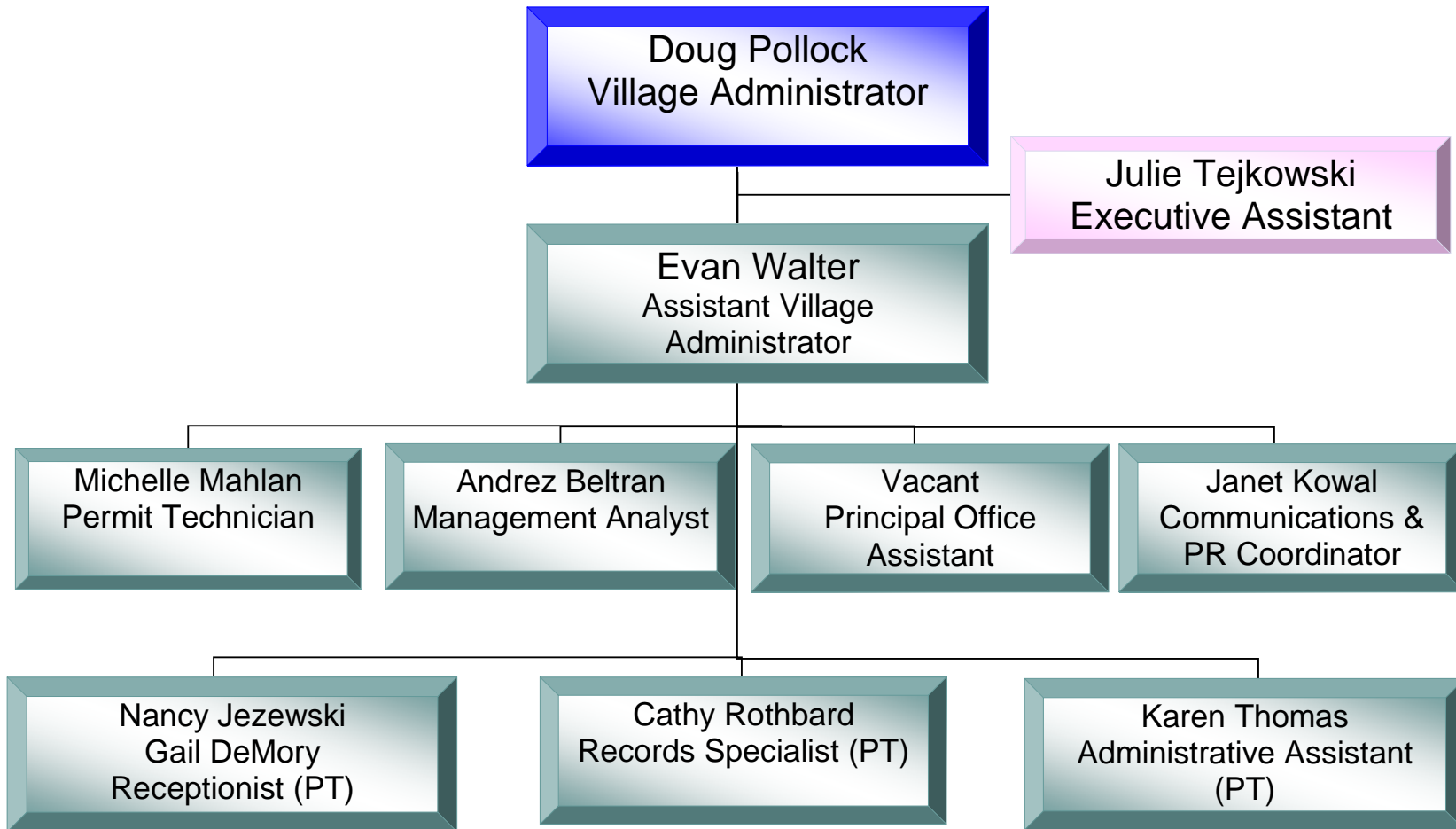
Economic Development Commission	19-20	19-20	20-21
	Est. Act.	Budget	Budget
EDC Events and Promotions	5,000	33,600	7,500
WB/Burr Ridge Chamber*	0	0	3,000
WBBR Business Expo*	495	0	500
Postage	200	200	200
Printing/ Supplies	750	200	200
	<u>6,445</u>	<u>34,000</u>	<u>11,400</u>

*Previously located in Hotel/Motel Fund

Other Committees	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Bicycle Committee	0	0	0
2020 Complete Count Committee	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>

- New account created in FY 20-21 for various committee expenditures, however deferred for further discussion due to the pandemic

VILLAGE OF BURR RIDGE ADMINISTRATION DEPARTMENT ORGANIZATIONAL CHART



Administration Department Mission Statement

The mission of the Administration Department is to support elected and appointed officials in the development of the various laws and policies of the Village and to execute those laws and policies as intended by the Mayor and Board of Trustees. The mission is accomplished emphasizing the following values:

- Respect for the authority of the Mayor and Board of Trustees to establish policy and provide direction to staff;
- Always striving for the highest quality; meeting or exceeding all professional standards for public administration and community planning;
- Implement services with empathy, dignity and respect;
- Exercise fiscal responsibility;
- Provide effective leadership;
- Foster communication, teamwork and trust.

All operations of the Administration Department are mindful of the mission and values stated above. Operations include the following:

Staff Support for Mayor, Board of Trustees and Committees/Commissions: To provide the Mayor, the Board of Trustees, and appointed committees and commissions with the resources and support they need for effective and timely decision-making. The Village Administrator is the primary staff liaison to the Mayor and Board of Trustees. The Assistant Village Administrator is the primary staff liaison to the Plan Commission, the Economic Development Commission, the Environmental Quality Commission, and the Bicycle Committee.

Interdepartmental Management and Human Resources: To ensure that each Department and their employees have the resources they need to meet their mission and operational requirements and that each Department complements and supports the mission and operations of the other Departments. The Village Administrator is the chief operating officer for the Village and has primary responsibility for interdepartmental management and human resources.

Customer Service: To provide information to the public regarding Village related activities and to process requests for services via the Village Hall front counter, phone calls, emails and other communications. The front office staff, including the Receptionists, Principal Office Clerk, Permit Technician, Executive Assistant, and Management Analyst have primary responsible for customer service at the Village Hall.

Communications: To disseminate information to the public via the Village web site, press releases, Village newsletter, social media and other platforms. The Communications and Public Relations Coordinator has primary responsibility for communications.

Administration of Village Codes: To effectively and efficiently administer the Municipal Code, Zoning Ordinance, Subdivision Ordinance, Sign Regulations, Property Maintenance Code, Building Code and related policies and laws enacted by the Board of Trustees. The Assistant Village Administrator has primary responsibility for code administration with significant support from the Management Analyst and Permit Technician.

Intergovernmental Relations: To engage with local, state, federal and county governments to bring value and knowledge to the Village of Burr Ridge and to enhance services and issues that have affects greater than the geographic boundaries of the Village. The Village Administrator and Assistant Village Administrator have primary responsibility for intergovernmental relations.

Community Event Management: To plan and implement community events sponsored by the Village such as the Concerts on the Green, Car Show, and Fun Runs. The Communications and Public Relations Coordinator has primary responsibility for event management.

Records Management: To keep and maintain all Village records and to make those records easily accessible by Village staff and the public. The Principal Office Clerk has primary responsibility for records management.

Administration Department Fiscal Year 2019-20 Highlights and Accomplishments

- **2020 Census**- The Village Board established the Complete Count Committee to act as a liaison for the community to the Census. Staff has been working alongside the committee to help promote an accurate and complete count.
- **Economic Development Committee** - Established committee agendas for the upcoming fiscal year, as well as on boarded new members of the Economic Development Committee (EDC). The EDC has a full roster and has had four meetings as a group to date. They have been very productive in returning clear direction to staff.
- **Downtown Economic Development** - Established recurring meetings with Village Center and County Line Square ownership and management for purposes of promoting communication and awareness of ongoing issues and pursuit of common development goals. Staff established a monthly meeting schedule with the Village Center to discuss special events, management issues, economic development and planning opportunities as well as provided a platform for Village staff to dialogue with residents of the property.
 - o Met with managers/owners of every business in downtown district/property. Staff made significant progress in this venture at County Line Square and has begun to work on tenants at the Village Center.
- **Subdivision Development** – Monitored pending completion of subdivision improvements for Highland Fields 3B, Lakeside Pointe, and Meadowbrook Place. Working with developers of Cottages on Drew PUD and Willow Ridge to begin construction of improvements.
- **Community Events** – Successfully completed several community events including Armed Forces Day, the 16th Annual Run the Ridge 5K, Jingle Mingle, and the 12th Annual Car Show. With the support of local organizations and businesses, these events drew larger crowds than in years past and were a great success.
- **Communications Plan** – Prepared a Village-wide communications plan. Documented all processes in a central, living document with the goal of providing clear, efficient, reproducible lines of communication between authors and audiences.
- **Sterigenics** - Provided leadership on Sterigenics and ethylene oxide issue concluding with Sterigenics announcement on September 30, 2019 that they would not be renewing their lease at either facility.
- **New Resident Packet** – A bound book of information for new residents was created in January 2020.
- **Business License Program** - Created, implemented, and developed annual business license program. This program was approved by the Board of Trustees and will launch on May 1, 2020.

Administration Department Fiscal Year 2020-21 Goals

Below are short-term goals that the Administration Department looks to achieve in the upcoming fiscal year:

- **2020 Census** – Support the Complete Count Committee in upcoming census that will take place between March and June.
- **Communication Policy Plan** – Implement the comprehensive communication policy plan.
- **Economic Development Plan** - Amend the Economic plan to be more robust and to include an economic development marketing strategy plan.
- **Business Incentive Programs** – Explore a business incentive program to attract sales tax generating developments.
- **Annexation** – Pursue annexation of strategic parcels to increase the Village's tax base.
- **Downtown Development** – Pursue strategy and identify opportunities for development within downtown Burr Ridge.
- **Improve Occupancy Rates**– Achieve a 90% occupancy rate at each retail property in the Village.
- **Rustic Acres**- Rezone and sell Rustic Acres property.
- **On Boarding** – Further develop and implement Board and Commissions On-Boarding Policy/Plan.
- **Bicycle Friendly** – Pursue award for being a Bicycle friendly community.
- **Boundary Agreement** – Pursue a boundary agreement with Willowbrook.
- **Personnel** – Recruit and train a new full-time Principal Office Clerk.
- **Online Agenda Management** – Implement and refine an online agenda and ordinance management system.



VILLAGE OF
BURR RIDGE
A VERY SPECIAL PLACE



**Administration Department
Department Performance Measures**

Inputs	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Number of full-time Equivalent Employees	6	6	6	6	7
Department Expenditures	\$992,938	\$920,451	\$1,029,060	\$1,008,300	\$864,325

Outputs	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
FOIA Requests	140	151	131	105	112
FOIA Extensions	0	0	0	3	7
Agendas	88	87	86	85	95
Liquor Licenses	23	23	24	28	29
Number of Building Permits	266	356	340	299	313
New Housing Starts	21	24	14	40	22
Additions/Alterations Residential	49	59	50	42	44
Additions/Alterations Non Residential	19	23	21	11	21

Effective Measures	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Citizens Request for Service	86	55	113	176	81

10 General Fund
2010 Administration

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4001 Salaries Full-Time	343,816	406,747	399,170	401,180	405,390	1.0%	420,290	435,460	451,230	467,065
4002 Salaries Part-Time	32,840	28,512	33,640	31,095	68,880	121.5%	71,945	74,845	77,370	81,020
4003 Salaries Overtime	0	185	0	600	600	0.0%	500	500	500	500
4011 IMRF Contribution	37,778	55,371	48,675	46,830	55,170	17.8%	58,385	61,755	65,325	62,070
4012 FICA/Medicare Taxes	25,796	34,053	35,800	35,860	40,105	11.8%	41,815	43,550	45,322	47,195
4030 Health/Life Insurance	76,847	70,235	62,595	65,085	66,320	1.9%	67,645	69,000	70,375	71,785
4040 Dues & Subscriptions	479	1,074	2,025	1,445	1,810	25.3%	1,850	1,900	1,950	2,000
4041 Employee Recruitment Expense	0	225	50	0	0		0	0	0	0
4042 Training & Travel Expense	7,000	11,255	11,600	14,700	9,150	-37.8%	25,750	25,750	25,750	25,750
Total Personnel Services	524,556	607,656	593,555	596,795	647,425	8.5%	688,180	712,760	737,822	757,385
50 Contractual Services										
5020 Other Professional Services	0	15,245	18,010	15,000	16,500	10.0%	16,500	17,000	17,000	17,000
5025 Postage	1,122	2,708	3,550	2,990	3,050	2.0%	3,110	3,170	3,230	3,290
5030 Telephone	6,331	18,559	21,975	17,610	8,620	-51.1%	8,800	8,970	9,150	9,330
5035 Publishing	0	825	2,000	2,500	2,000	-20.0%	2,000	2,250	2,250	2,250
5040 Printing	0	435	375	500	375	-25.0%	375	375	400	400
5051 Maintenance-Vehicles	0	0	0	750	0		0	0	0	0
5075 Building/Zoning Enforcement	0	188,931	190,000	114,300	120,700	5.6%	100,000	105,000	110,000	115,000
Total Contractual Services	7,453	226,703	235,910	153,650	151,245	-1.6%	130,785	136,765	142,030	147,270
60 Commodities										
6000 Office Supplies	41	178	300	300	300	0.0%	300	300	350	350
6010 Operating Supplies	178	1,762	4,200	7,000	6,250	-10.7%	6,250	6,250	6,250	6,250
6020 Gasoline & Oil	0	206	125	200	150	-25.0%	150	150	175	175
Total Commodities	219	2,146	4,625	7,500	6,700	-10.7%	6,700	6,700	6,775	6,775
70 Capital Outlay										
7000 Equipment	0	0	0	1,750	0		0	0	0	0
Total Capital Outlay	0	0	0	1,750	0		0	0	0	0
90 Transfers										
9061 Transfer To Info Tech Fund	13,690	27,820	24,080	24,080	0		47,150	44,370	44,290	43,180
Total Transfers	13,690	27,820	24,080	24,080	0		47,150	44,370	44,290	43,180
Total Administration	545,917	864,325	858,170	783,775	805,370	2.8%	872,815	900,595	930,917	954,610

**10 General Fund
2010 Administration**

**VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021**

Notes

Salaries	Employees		Fund Allocation			
	FY 19-20	FY 20-21	General	Water	Sewer	Hotel
Village Administrator	1.0	1.0	70%	10%	5%	15%
Assistant Village Administrator	1.0	1.0	75%			25%
Communications & PR Coordinat	1.0	1.0	25%			75%
Executive Assistant	1.0	1.0	100%			
Principal Office Assistant	1.0	1.0	100%			
Permit Technician	1.0	1.0	80%	15%	5%	
Management Analyst	1.0	1.0	75%			25%
PT Administrative Assistant	0.0	0.5	100%			
PT Records Specialist	0.5	0.5	100%			
PT Receptionist	0.5	0.5	100%			
PT Receptionist	0.5	0.5	100%			
	<u>8.5</u>	<u>9.0</u>				

Dues & Subscriptions	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Professional Orgs.	1,200	1,235	1,400
Newspapers	200	100	300
Notary Dues	110	110	110
IL Revised Statutes	515	0	0
	<u>2,025</u>	<u>1,445</u>	<u>1,810</u>

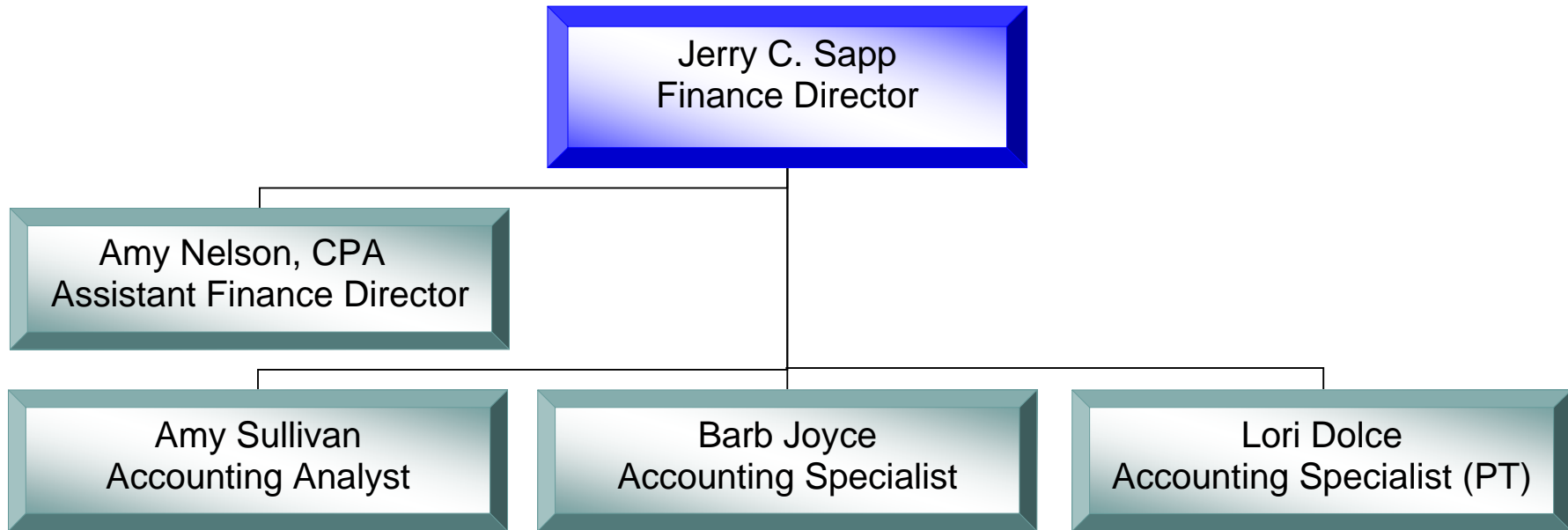
Training & Travel Expense	19-20	19-20	20-21
	Est. Act.	Budget	Budget
National Conference(s)*	350	2,500	0
Asst Conference(s)*	1,500	1,500	0
DMMC/Drive Down*	0	1,000	0
Auto Allowance-Pollock	6,000	6,000	6,000
Training	1,150	1,150	1,150
Chamber Luncheons	600	600	500
Mileage Reimbursement	1,000	950	500
Misc. Dues and Expenses	1,000	1,000	1,000
	<u>11,600</u>	<u>14,700</u>	<u>9,150</u>
* Items deferred for later review in FY20-21 due to pandemic			

Telephone	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Monthly Phone Charge	18,640	13,755	5,605
Verizon (5)	3,335	3,855	3,015
	<u>21,975</u>	<u>17,610</u>	<u>8,620</u>

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Building Enforcement										
	2019-20 Estimated Actual			2019-20 Budget			2020-21 Budget			
	Permits	Cost	Revenue	Permits	Cost	Revenue	Permits	Cost	Revenue	
Res, New	16	\$ 16,000	\$ 150,194	32	\$32,000	\$208,000	16	\$ 16,000	\$ 64,000	
Res, Addition	6	\$ 4,635	\$ 5,604	10	\$6,950	\$14,000	10	\$ 6,950	\$ 15,000	
Res, Alteration	29	\$ 24,650	\$ 37,726	30	\$25,500	\$30,000	35	\$ 29,750	\$ 45,500	
Res, Other	105	\$ 4,000	\$ 6,180	90	\$10,350	\$13,500	115	\$ -	\$ 11,500	
Com, New	0	\$ -	\$ -	1	\$5,000	\$10,000	0	\$ -	\$ -	
Com, Addition	0	\$ -	\$ -	1	\$2,500	\$2,000	1	\$ 15,000	\$ 40,000	
Com, Alteration	21	\$ 132,965	\$ 149,171	15	\$30,000	\$60,000	20	\$ 50,000	\$ 153,875	
Com, All Other	18	\$ 7,750	\$ 11,569	10	\$2,000	\$7,500	15	\$ 3,000	\$ 11,250	
Signs	15	\$ -	\$ 2,356	12	\$0	\$1,200	15	\$ -	\$ 1,875	
Right-of-Way	62	\$ -	\$ 37,200	70	\$0	\$4,900	70	\$ -	\$ 7,000	
Revenue	272		\$400,000	271		\$351,100	297		\$ 350,000	
Costs		\$190,000			\$114,300			\$ 120,700		

VILLAGE OF BURR RIDGE FINANCE DEPARTMENT ORGANIZATIONAL CHART



Finance Department Mission Statement

The mission of the Village of Burr Ridge Finance Department is to manage and deliver the financial, technology, and analytical services for Village operations. We strive to provide timely and accurate information for decision making for the Village Board and Village Employees in order to better serve the residents and businesses of Burr Ridge.

We accomplish our mission by the management, delivery, and analysis of three key areas of service:

- **Financial Management**

Provide the planning, organizing, and directing of the financial activities for the Village. These activities include accounting, payroll, payables, receivables, utility billing, cash management, investments, debt management, tax levy, auditing and budgeting. Finance provides these services in accordance with generally accepted accounting principles, best practices, and high standards.

- **Information Technology**

Development and maintenance of the Village's current and emerging technologies through a strategic and comprehensive technology infrastructure. This secure infrastructure platform provides Village operations with wide area network service to all facilities, office and field personnel, enterprise wide financial and operational systems, up to date servers and desktops hardware and software, unified email and voice communications, web site and Internet technology. Finance protects all technology, data, and access through a multi layered security strategy that includes firewalls, virus protection, data backups and disaster recovery systems.

- **Business Intelligence**

Delivery of Business Intelligence for decision making by utilizing the data collected and processed through the financial management and technology of the Village. Business Intelligence is Finance's end product deliverables of Reporting, Analysis, Monitoring, and Predictive Analytics. These key deliverables are:

Reporting – Collecting and presenting information on current or past activity that has occurred in the areas of budget and financial reporting, payroll, payables, audits, and state and federal requirements.

Analysis – Providing data, charts, statistics, and information to determine why things are happening or trends that are occurring.

Monitoring – Reviewing data that is currently in process to allow for corrections, trend definitions, and decision making in real time.

Predictive Analytics – Developing strategic, long range planning and decisions utilizing all the data and information from reporting, analysis, and monitoring.

As members of the Government Finance profession, we follow the high standards and ethics required by our profession and are committed to providing quality service to the Village of Burr Residents, Board of Trustees, and Employees with honesty and integrity.

Finance Department FY 2019-20 Highlights and Accomplishments

- **Financial Reporting** - Developed enhanced quarterly financial statement reporting model and distributed to the Board of Trustees.
- **Personnel** - Recruited and onboarded new Assistant Finance Director for the Village due to a vacancy at the beginning of the fiscal year.
- **Auditor Selection** - Per the Village's 6-year rotation policy, created and solicited requests for proposal for a new auditing firm. Concentration will be on local government experience and the ability to assist the Village with submission of the audit for the GFOA Excellence in Financial Reporting Award Program.
- **Gov Deals** - Completed the GovDeals Program setup for Village Departments. GovDeals provides services to government agencies that allows them to sell surplus items via the Internet. Set up departmental accounts, selling procedures, and cash receipting processes that comply with Village disposal ordinances and accounting processes.
- **Sick Leave Accrual** - Revised the Village's non-union employee sick leave accrual policy in an effort to make the sick leave accrual consistent for all non-union full-time employees, automate the accrual, and simplify payroll management.
- **ERP System Implementations and Training**
 - o **BS&A Work Orders** – Provided Public Works Department internal consulting and project management in implementing the Work Orders system to assist Public Works to track and manage their workload across all of their divisions. Integrated with the BS&A Utility Billing to manage service calls for meter readings, replacements, and new installations. Begin moving to paperless, system tracking for various tasks such as main breaks, snow plowing, street repairs, tree maintenance, special projects, etc.
 - o **BS&A Human Resources** - Provided Finance and Administration Departments internal consulting for Finance and Administration Departments and project management to re-implement the previously purchased the Human Resource module. System to be used in Finance and Administration to better coordinate information and processes of personnel.
 - o **BS&A Business Licensing** – Provided Administration Department internal consulting and project management to implement Business Licensing that provides for tracking businesses, their licenses and fees. Integrate with the BS&A Financials. Custom designed licenses, letters, payments, penalties, and late charges structure.
 - o **BS&A Building Permits** – Provided Administration Department with internal consulting and project management for additional training, integration and customization on the Permit system and process.
 - o **Police Records Management System (RM)** – Provided Police Department with internal consulting and project management to assist in the implementation of the new Police RMS system. Project included coordination with the DuPage County network, police station computers, and squad car mobile data computers.
- **Implement First Responder Priority Cell Service** - Researched and implemented priority cell service for the Police Department using Verizon's system.

Finance Department Fiscal Year 2020-21 Goals

Below are short-term goals that the Finance Department looks to achieve in the upcoming fiscal year:

- **Annual Budget** - Redesign the budget content for submitting the Fiscal Year 2020-21 Annual Budget document for a first time submission to the Government Finance Officers Association Distinguished Budget Award Program.
- **Comprehensive Annual Financial Report** - Redesign the Fiscal Year 2019-20 annual financial report per the program criteria and submit the audit for a first time submission for the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting program.
- **Paperless Accounts Payable** - Evaluate and implement paperless accounts payable process to gain efficiencies in processing and record retention.
- **Enhanced Online Payment Capabilities** – Continue to implement and promote online payment technologies for self-reported taxes, receivables, utility billing and business licenses through the Village's website and offer Village residents and businesses increased customer service.
- **Employee and Village Board Portals** - As part of the website redesign project, create two secure login portals for employees and board. Provide access to commonly used documents, forms, applications and website links.
- **Intergovernmental Agreement with Village of Hinsdale** – Create Intergovernmental Agreement with Village of Hinsdale to convert Burr Ridge residences on Hinsdale water to transfer the billing to the Village of Hinsdale as part of their water system.
- **Personnel** – Due to employee retirement and years of dedicated service, recruit, replace and train full-time accounting specialist responsible for utility billing.
- **Redesign of Village Website** - Continuing the redesign of the Village website using new design tools, applying new design strategies, improving the look, quality of content, and accessibility of the entire website. Set in place better content management upkeep processes.
- **Upgrade Broadcast Capabilities** - Research and implement a new solution to improve the Village's cable and social media broadcasting capabilities.
- **Revise and Re-Record Phone System Auto Attendant** - Rewrite scripts and re-record the phone systems auto attendant menus to streamline accessibility and improve communications.
- **Technology Training** – Staff will continue to provide training opportunities on various systems including BS&A modules, LaserFiche, Microsoft Office applications, and Adobe.



VILLAGE OF
BURR RIDGE
A VERY SPECIAL PLACE



**Finance Department
Department Performance Measures**

Inputs	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Number of full-time Equivalent Employees	4	4	4	4	4
Department Expenditures	\$292,851	\$299,701	\$325,174	\$326,967	\$345,117
Outputs	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Accounts Payable Checks Processed	1,961	1,870	1,790	1,737	1,696
Direct Debit Sign Ups	97	139	117	120	129
Utility Bills Mailed	24,899	25,011	24,759	24,399	24,292
Utility Bills E-Billed	*	*	*	*	1,474
Reminder Noticed Mailed	2,384	2,609	2,617	2,877	2,433
Effective Measures	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Average Monthly Utility Billing	\$362,138	\$365,143	\$411,012	\$417,454	\$370,557
Village Bond Rating (Moody's)	Aa1	Aa1	Aa1	Aa1	Aa1
Technology Support Calls Managed	497	507	509	517	513

* Not yet implemented

10 General Fund
4010 Finance

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4001 Salaries Full-Time	178,512	178,398	180,120	184,670	191,420	3.7%	198,620	204,880	211,995	219,990
4002 Salaries Part-Time	20,854	16,595	16,630	15,795	18,130	14.8%	18,960	19,820	21,225	21,670
4003 Salaries Overtime	1,513	242	0	0	0		0	0	0	0
4011 IMRF Contribution	20,203	19,308	19,700	19,335	22,625	17.0%	23,995	25,195	26,590	28,195
4012 FICA/Medicare Taxes	15,074	14,619	14,670	15,135	15,705	3.8%	16,490	17,155	17,840	18,520
4030 Health/Life Insurance	24,204	21,836	29,315	23,595	33,555	42.2%	34,225	34,910	35,610	36,320
4040 Dues & Subscriptions	680	490	940	1,465	1,645	12.3%	1,645	1,645	1,645	1,645
4042 Training & Travel Expense	1,902	2,646	1,250	4,800	1,880	-60.8%	5,000	5,000	5,000	5,000
Total Personnel Services	262,942	254,135	262,625	264,795	284,960	7.6%	298,935	308,605	319,905	331,340
50 Contractual Services										
5020 Other Professional Services	29	25,140	6,650	0	0		0	0	0	0
5025 Postage	1,521	1,408	1,510	1,850	1,890	2.2%	1,930	1,970	2,010	2,050
5030 Telephone	4,194	5,418	6,420	5,150	2,325	-54.9%	2,370	2,410	2,460	2,510
5035 Publishing	588	681	1,390	1,100	1,400	27.3%	1,430	1,460	1,490	1,515
5040 Printing	1,185	532	1,420	1,150	1,650	43.5%	1,680	1,710	1,750	1,785
5060 Auditing Services	36,575	37,800	50,275	39,075	31,100	-20.4%	32,040	33,030	34,020	35,040
Total Contractual Services	44,091	70,979	67,665	48,325	38,365	-20.6%	39,450	40,580	41,730	42,900
60 Commodities										
6000 Office Supplies	271	0	1,000	300	500	66.7%	500	500	500	500
6010 Operating Supplies	112	134	500	300	500	66.7%	500	500	500	500
Total Commodities	383	134	1,500	600	1,000	66.7%	1,000	1,000	1,000	1,000
70 Capital Outlay										
7000 Equipment	0	0	0	0	0		0	0	0	0
Total Capital Outlay	0	0	0	0	0		0	0	0	0
90 Transfers										
9061 Transfer To Info Tech Fund	19,550	19,870	16,770	16,770	0		33,680	31,700	31,640	30,840
Total Transfers	19,550	19,870	16,770	16,770	0		33,680	31,700	31,640	30,840
Total Finance	326,967	345,117	348,560	330,490	324,325	-1.9%	373,065	381,885	394,275	406,080

10 General Fund
4010 Finance

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Salaries	Fund Allocation		
	General	Water	Sewer
Full Time: 4			
1 Finance Director	65%	30%	5%
1 Assistant Finance Director	65%	30%	5%
1 Accounting Analyst	65%	30%	5%
1 Accounting Specialist-Water Billing	0%	95%	5%
Part Time: 1			
1 Accounting Specialist	100%	0%	0%

Dues & Subscriptions	19-20 Est. Act.	19-20 Budget	20-21 Budget
National GFOA Membership	340	200	340
Illinois GFOA Membership	400	400	300
GFOA Distinguish Budget Award Program	0	330	345
GFOA Excellence in Financial Reporting Award Program	0	435	460
Miscellaneous Dues/Subscriptions	200	100	200
	940	1465	1645

Other Professional Services

Use of temporary accounting services during interim without Asst. Finance Director.

Auditing Services					
Audit Year	Fiscal Year	Audit Amount	Other Amount	Other Description	Total
2015-16	2016-17	31,900	6,500	L&A Actuarial Services	38,400
2016-17	2017-18	32,325	4,250	L&A Actuarial Services	36,575
2017-18	2018-19	33,550	4,375	L&A Actuarial Services	37,925
2018-19	2019-20	39,325	10,950	L&A Actuarial Services	50,275
2019-20	2020-21	24,850	6,250	L&A Actuarial Services	31,100
2020-21	2021-22	25,600	6,440	L&A Actuarial Services	32,040
2021-22	2022-23	26,400	6,630	L&A Actuarial Services	33,030
2022-23	2023-24	27,190	6,830	L&A Actuarial Services	34,020
2023-24	2024-25	28,010	7,030	L&A Actuarial Services	35,040

Training & Travel Expense	19-20 Est. Act.	19-20 Budget	20-21 Budget
Finance Director Conference*	0	2,500	0
Asst Finance Director Conference*	855	1,500	0
CPFO Certification Program (1)	0	0	875
Chicago Metro GFOA Meetings	325	100	400
Staff Training	0	500	400
Mileage	70	200	200
	1,250	4,800	1,880

*Items deferred for later review in FY20-21 due to pandemic
 (1) Certified Public Finance Officers Program-Assistant Finance Director

Telephone	19-20 Est. Act.	19-20 Budget	20-21 Budget
Monthly Phone Charge	5,650	4,240	1,698
Verizon (1)	770	910	627
	6,420	5,150	2,325

Publishing	19-20 Est. Act.	19-20 Budget	20-21 Budget
Annual Treasurer's Report	470	500	500
Property Tax Levy Notice	620	300	600
Budget Hearing Notice	300	300	300
	1,390	1,100	1,400

10 General Fund
4020 Central Services

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4099 Other Personnel Services		2,846	3,350	5,000	3,500	-30.0%	3,500	3,500	3,500	4,000
Total Personnel Services		2,846	3,350	5,000	3,500	-30.0%	3,500	3,500	3,500	4,000
50 Contractual Services										
5040 Printing	3,745	1,648	0	4,900	4,000	-18.4%	4,000	4,000	4,000	4,000
5050 Maintenance-Equipment	2,603	2,806	2,300	2,700	2,800	3.7%	2,855	2,915	2,970	3,030
5081 Insurance	198,313	21,555	208,960	215,750	20,000	-90.7%	226,910	231,050	235,270	239,580
5085 Rentals	1,377	459	2,755	1,890	2,000	5.8%	2,000	2,000	2,000	2,000
5095 Other Contractual Services	0	95	0	0	0		0	0	0	0
Total Contractual Services	206,038	26,562	214,015	225,240	28,800	-87.2%	235,765	239,965	244,240	248,610
60 Commodities										
6000 Office Supplies	2,561	2,887	2,500	2,200	2,200	0.0%	2,200	2,200	2,200	2,200
6010 Operating Supplies	6,105	6,718	6,000	4,900	5,100	4.1%	5,200	5,305	5,410	5,520
Total Commodities	8,666	9,605	8,500	7,100	7,300	2.8%	7,400	7,505	7,610	7,720
70 Capital Outlay										
7000 Equipment	0	0	0	0	0		0	0	0	0
Total Capital Outlay	0	0	0	0	0		0	0	0	0
80 Other Expenditures										
8040 Bank/Investment Fees	12,030	11,613	10,550	11,185	11,000	-1.7%	11,220	11,445	11,675	11,910
8099 Other Expenses	0	129	0	0	0		0	0	0	0
Total Other Expenditures	12,030	11,742	10,550	11,185	11,000	-1.7%	11,220	11,445	11,675	11,910
90 Transfers										
9031 Transfer To Cap. Imprvmt. Fund	50,000	610,000	100,000	250,000	0		0	0	0	0
9032 Transfer To Sidewalk/Pathway Fund	50,000	130,000	0	125,000	0		0	0	0	0
9033 Transfer To Equipment Replace.	150,000	0	0	50,000	0		0	0	0	0
9034 Transfer To Storm Water Manage	175,000	80,000	0	0	0		0	0	0	0
9071 Transfer to Police Pension Fund		0	0	0	0		0	0	0	0
Total Transfers	425,000	820,000	100,000	425,000	0		0	0	0	0
Total Central Services	651,735	870,756	336,415	673,525	50,600	-92.5%	257,885	262,415	267,025	272,240

Central Services budget include activities and programs related equally to all departments within the General Fund. Expenditures in this budget are general in nature.

10 General Fund
4020 Central Services

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Maintenance Equipment	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Other Repairs	300	400	450
Copier Maintenance Costs	2,000	2,300	2,350
Excess Copy Charge	0	0	0
	<u>2,300</u>	<u>2,700</u>	<u>2,800</u>
Maintenance for the postage scale and machine maintenance included in the rental fee.			

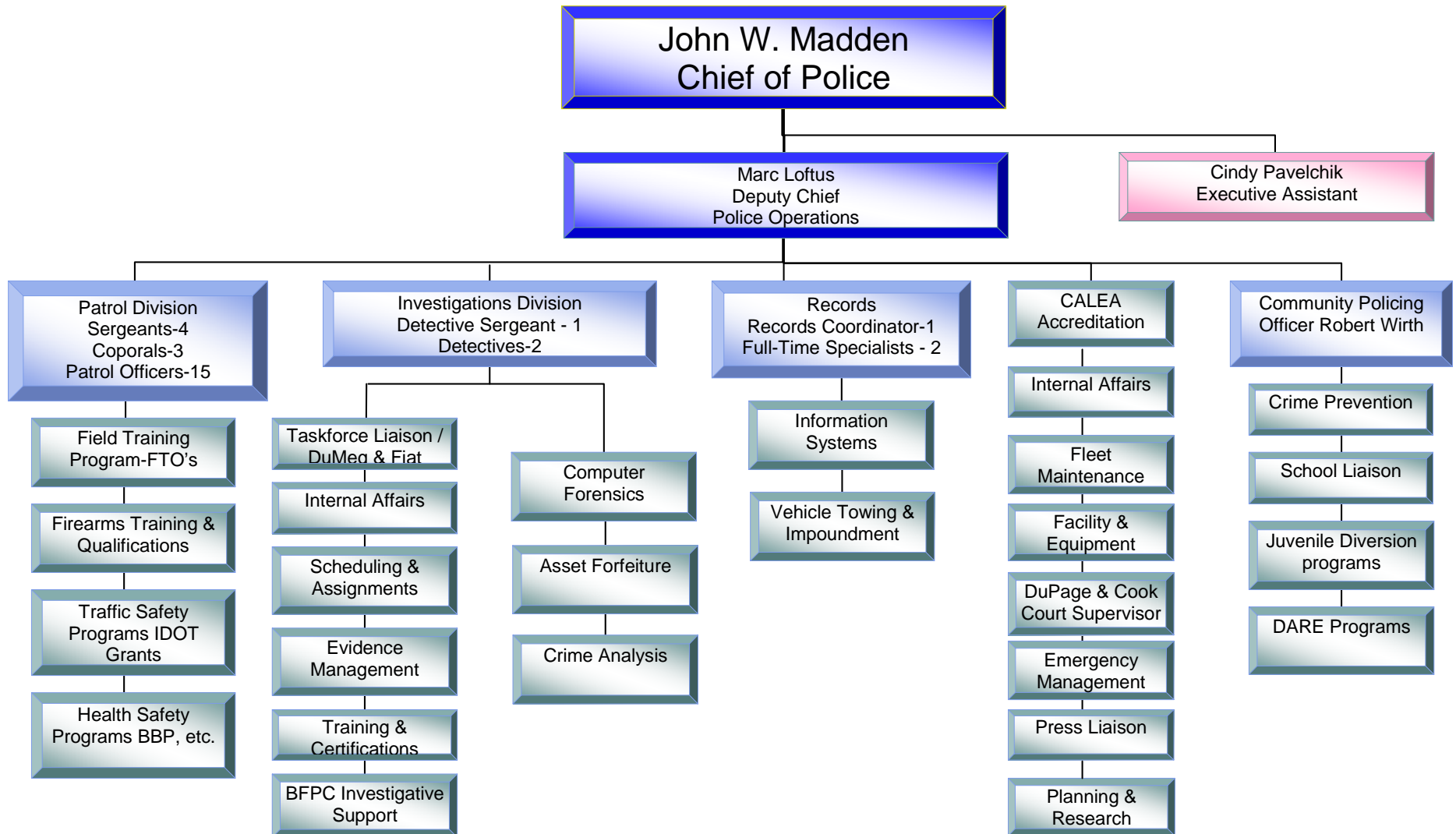
Insurance				
- IRMA contribution paid from 80% General Fund and 20% Water Fund				
- FY 2019-20 the Village has an available IRMA excess surplus in the amount of \$576,301				
- Budget reflects a five year revenue base average on which the IRMA rate is based				
Fiscal Year	Premium	Deductible	General Fund	Water Fund
2019-20 Est. Actual	236,200	20,000	208,960	47,240
2020-21 Budget*	0	20,000	20,000	50,710
2021-22 Project	258,640	20,000	226,910	51,730
2022-23 Project	263,810	20,000	231,050	52,760
2023-24 Project	269,090	20,000	235,270	53,820
2024-25 Project	274,470	20,000	239,580	54,890
*FY2020-21 Budget will be using the IRMA excess surplus to pay for annual premium				

Other Personnel Services			
Employee Wellness Program			
Village is partially reimbursed thru IPBC for Wellness incentives			
\$500 in FY 18-19 for new employee fingerprinting/background checks. Account replenished every four years.			

Operating Supplies	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Coffee Supplies	2,400	2,400	2,600
Copier Paper	1,800	1,800	1,800
Miscellaneous	1,800	700	700
	<u>6,000</u>	<u>4,900</u>	<u>5,100</u>

Transfer to the Capital Improvement Fund			
Transfer out available surplus to assist funding the Road Program.			

VILLAGE OF BURR RIDGE POLICE DEPARTMENT ORGANIZATIONALCHART



Police Department Mission Statement and Description of Operations

The men and women of the Burr Ridge Police Department will perform in such a manner that protects and promotes the public's trust, confidence, and sense of safety and security.

The Department is structured on a team concept with an emphasis on residential patrol, balanced with traffic enforcement to provide for safety throughout the Village. The Department provides numerous outreach programs, including Neighborhood Watch, Citizens Police Academy, DARE, and other crime prevention programs. Officers are committed to a community-oriented approach to police service.

We accomplish our mission by the work of the department's four divisions:

- **Patrol**
Patrol represents the department's largest division and is responsible for providing continuous protection and service for the entire Village of Burr Ridge. Many officers have additional specialties including Field Training Officer, Evidence Technician, Drug Recognition Expert, Truck Enforcement Officer, Juvenile Officer, SWAT Team Member, Digital Forensics Examiner and more.
- **Investigations**
This division is responsible for the investigation of criminal cases and significant incidents reported to the department. The unit collects information and intelligence about criminal matters to use in preventing and solving crimes. Officers are assigned to Investigations from the Patrol Division for a minimum of two years. Every investigator receives training in evidence collection, interview and interrogation, juvenile law, and numerous other specialty areas. They are members of the Metropolitan Emergency Response and Investigations Team (MERIT) Major Crimes Task Force.
- **Records**
This division is responsible for processing and organizing a variety of police reports and radio messages to maintain accurate, current files of all incidents, traffic enforcement, traffic accidents, and other related reports.
- **Community Policing**
The department's Community Policing Officer teaches the Drug Abuse Resistance Education (DARE) program at local schools. This division organizes the Citizen's Police Academy and is a liaison with local businesses, community groups and residents to provide crime prevention education.

The Burr Ridge Police Department is nationally accredited through the Commission on Accreditation of Law Enforcement Agencies (CALEA). Police Dispatching, E-9-1-1 services and a Computer Aided Records System for the Village of Burr Ridge is provided through the DuPage Public Safety Communications (DUCOMM). Burr Ridge enjoys membership in the Felony Investigative Assistance Team (FIAT), DuPage County Mutual Aid, and the Northern Illinois Police Alarm Systems. The department is a partner in the Cook County-Wide Computerized Booking System through LiveScan.

Police Department FY 2019-20 Highlights and Accomplishments

- **Implemented a new CAD & Police Records Management System (RMS)** - Implemented and trained with DuPage County ETSB Project Manager with the implementation of the county-wide CAD & RMS. Implementation of the CAD / RMS was completed in August 2019. Training will continue after implementation. Due to the nature of the county-wide application, the department is still working through many performance issues with the vendor.
- **Implemented a 12-hour shift program for the patrol shifts** – Implemented on a trial basis a 12-hour patrol shift schedule as part of an officer wellness program.
- **Research and Implemented a Police Department Honor Guard** - With the 10th anniversary of the Armed Forces Day celebration in 2020, we are planning to have a trained Honor Guard ready for special events.
- **Conduct the 20th Annual Citizen's Police Academy:** The 20th annual Burr Ridge Citizens Police Academy is scheduled for the spring of 2020.
- **Personnel Highlights** – Due to retirements from years of dedicated service and vacancies, the department welcomed two new officers during the year as well as promoted a patrol officer to Corporal. In addition, the department converted two part-time data specialist positions to a full-time data specialist position.
- **Awards and Honors** – Village of Burr Ridge Police Officers received honors in 2019 for service that went above and beyond the typical call of duty. The honors and awards included seven officers receiving the ***Life Saving Award***, four officers receiving the ***Meritorious Service Award***, and three officers receiving the ***Distinguished Service Award***.
- **C.O.P.S. Conference** – The Village of Burr Ridge Police Department once again co-hosted the National Concerns of Police Survivors Conference on Wellness and Trauma during the fiscal year. Over 625 police officers and those working with police departments from around the nation attended this conference which focused on dealing with such topics as stress, officer suicide, PTSD, and pro-active wellness.

Police Department Fiscal Year 2020-21 Goals

Police Department Fiscal Year 2020-21 Goals

Below are short-term goals that the Police Department looks to achieve in the upcoming fiscal year. *Due to the anticipated economic impacts of the COVID 19 pandemic, funding for some goals has been “wait listed”. Wait listed goals will not be pursued unless it is determined that financial resources are available in which case a budget amendment will be considered.*

- **Adjudication Program** – Institute in-house adjudication of building code violations, curfew, and juvenile status offenses.
- **Thermal Imaging Monocular** – Wait List; Add (2) Forward Looking Infrared devices (FLIR) which are thermal imaging sensors that are used in both daylight and night to locate heat signatures on objects. Said objects can be persons, vehicles and even heat transferred onto pavement.
- **Ballistic Shields**- Wait List; Increase the number of ballistic shields we own to provide one in all vehicles. Currently, we have (3). These shields are lifesaving equipment in active shooter incidents.
- **Leasing vs. Purchasing Vehicles** – Wait List Analyze to determine if leasing or purchasing patrol vehicles work best in our department. At the current time, we need to replace (3) vehicles.
- **Personnel** – Due to retirements and disability, we need to recruit, train and replace (3) officers.

Below are long-term goals that the Police Department looks to achieve:

- **AXON Body Cameras and TASER Devices** – Wait List Add body cameras and additional TASER devices to meet societal demands and promote transparency in police and public relations.
- **Mobile Video Camera System** – Wait List; Add mobile video in conjunction with the body cameras and the camera will have video storage that is cloud based thus eliminating the need for an in-house server system.



VILLAGE OF
BURR RIDGE
A VERY SPECIAL PLACE



Police Department Summary Department Performance Measures

Inputs	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Number of full-time Equivalent Employees	30	30	30	30	31
Department Expenditures	\$4,480,243	\$4,623,417	\$4,801,839	\$4,932,458	\$4,955,557
Outputs	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Part I Crime Offense	83	81	100	110	95
Part II Crime Offense	719	667	754	637	500
Public Complaints	9,876	14,300	14,559	13,986	14,954
Citations Issued	2,270	1,888	1,844	1,626	1,730
Felony & Misdemeanor Arrests	244	191	211	138	119
Total	13,192	17,127	17,468	16,497	17,398
Effective Measures	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Average Response Time (minutes)	*	*	2	2	2
*Data not available					

10 General Fund
5010 Police

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4001 Salaries Full-time	2,541,766	2,607,071	2,680,780	2,750,095	2,853,410	3.8%	2,928,540	3,048,400	3,164,920	3,280,690
4002 Salaries Part-Time	31,612	34,302	20,000	35,635	0		0	0	0	0
4003 Salaries Overtime	236,464	194,644	195,000	205,000	226,000	10.2%	230,520	235,130	239,830	244,630
4011 IMRF Contribution	15,564	15,982	17,100	16,640	24,210	45.5%	25,755	27,200	28,740	30,435
4012 FICA/Medicare Taxes	209,014	211,221	224,805	228,055	234,640	2.9%	240,935	250,680	260,190	269,670
4030 Health/Life Insurance	424,176	384,253	424,935	411,970	514,560	24.9%	524,850	535,350	546,055	556,975
4031 Pension Contributions	780,713	748,665	758,505	758,505	778,095	2.6%	810,000	830,000	860,000	900,000
4032 Uniform Allowance	31,732	26,804	42,170	50,575	29,375	-41.9%	33,790	34,465	35,150	35,860
4040 Dues & Subscriptions	3,854	3,699	4,550	4,550	4,700	3.3%	4,790	4,890	4,990	5,090
4041 Employment Recruitment	2,070	1,525	2,185	800	2,000	150.0%	2,040	2,080	2,120	2,165
4042 Training & Travel Expense	20,430	23,629	15,715	30,885	14,355	-53.5%	35,245	35,950	36,670	37,400
4043 Tuition Reimbursement	6,000	6,921	4,000	6,000	4,000	-33.3%	4,000	4,000	4,000	4,000
Total Personnel Services	4,303,394	4,258,716	4,389,745	4,498,710	4,685,345	4.1%	4,840,465	5,008,145	5,182,665	5,366,915
50 Contractual Services										
5020 Other Professional Services	32,902	40,535	47,040	46,900	44,890	-4.3%	46,600	47,535	48,490	49,460
5025 Postage	1,267	1,392	1,300	1,800	1,840	2.2%	1,880	1,920	1,960	2,000
5030 Telephone	30,726	37,366	43,665	36,010	21,850	-39.3%	22,290	22,740	23,190	23,660
5040 Printing	1,401	1,316	2,300	1,200	2,550	112.5%	2,600	2,650	2,700	2,760
5045 Dispatching	290,921	315,019	324,380	324,380	332,525	2.5%	339,180	345,960	352,880	359,940
5050 Maintenance-Equipment	16,927	21,216	14,540	24,590	24,480	-0.4%	28,030	28,590	29,160	29,740
5051 Maintenance-Vehicles	17,679	32,896	31,650	31,200	31,200	0.0%	32,200	32,840	33,500	34,170
5095 Other Contractual Services	2,432	4,447	5,275	6,175	5,355	-13.3%	5,460	5,570	5,680	5,790
Total Contractual Services	394,255	454,186	470,150	472,255	464,690	-1.6%	478,240	487,805	497,560	507,520
60 Commodities										
6000 Office Supplies	588	874	900	1,000	1,000	0.0%	1,000	1,000	1,000	1,000
6010 Operating Supplies	21,897	27,114	28,170	30,970	27,610	-10.8%	28,160	28,625	29,200	29,790
6020 Gasoline & Oil	47,839	50,701	49,045	55,000	45,790	-16.7%	46,700	47,640	48,590	49,560
Total Commodities	70,324	78,689	78,115	86,970	74,400	-14.5%	75,860	77,265	78,790	80,350
70 Capital Outlay										
7000 Equipment	24,439	15,998	29,920	27,800	10,500	-62.2%	32,120	32,760	33,420	34,090
7020 Vehicles	85,295	92,319	99,060	102,800	0		81,450	146,900	223,705	217,455

10 General Fund
5010 Police

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Total Capital Outlay	109,734	108,317	128,980	130,600	10,500	-92.0%	113,570	179,660	257,125	251,545
90 Transfers										
9033 Transfer To Equipment Replace.	0	0	0	0	0		0	0	0	0
9061 Transfer To Info Tech Fund	54,750	55,650	49,160	49,160	0		94,310	88,750	88,590	86,360
Total Transfers	54,750	55,650	49,160	49,160	0		94,310	88,750	88,590	86,360
Total Police	4,932,458	4,955,557	5,116,150	5,237,695	5,234,935	-0.1%	5,602,445	5,841,625	6,104,730	6,292,690

10 General Fund
5010 Police

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Salaries			
1	Police Chief		
1	Deputy Police Chief		
4	Sergeants - Patrol (3), Investigations (1)		
3	Corporals - Patrol		
18	Patrol Officers - Patrol (15), Community Policing (1), Investigations (2)		
27	Sworn		
1	Executive Assistant		
2	Data Specialist I		
1	Data Specialist II		
31	Full-Time		

Training & Travel Expense			
	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Basic Academies	0	3,115	0
CALEA Accreditation Conference*	0	0	0
Dept Head Annual Conference*	1,825	2,500	0
Asst Dept Head Prof Development Conference*	575	1,500	0
Mileage	360	200	400
Miscellaneous Meetings	750	995	995
NEMRT	2,565	2,565	2,565
C.O.D. Training Membership	2,565	2,565	4,500
NIPAS	650	650	650
Special Training	6,000	9,395	3,245
Supervision	425	7,400	2,000
	<u>15,715</u>	<u>30,885</u>	<u>14,355</u>

- Basic Academy: Basic academy tuition reimbursed by the State
- NEMRT includes 27 personnel @ \$95 each
- Supervision includes the goal of 1 Sergeant attending Staff & Command and 1 Corporal attending Supervision of Police Personnel or similar
- College of DuPage Homeland Security Training Membership includes access to firearms simulation, firearms range, and other tactical training
- CALEA Conference attendance for one. Process has changed requiring (deferred FY20-21) Accreditation Manager Training, and training a back-up AM
- Meetings Include: FBI National Academy Retrainer; Hosted NEMRT Training; Hosted West Suburban Detectives Meetings; LEAP Meetings; LERMI Meetings

*Items deferred for later review in FY20-21 due to pandemic

Salaries Overtime			
	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Clerical	5,000	2,000	2,000
Court	34,000	34,000	34,000 (1)
Holiday	63,000	63,000	63,000 (2)
Investigation	33,000	33,000	33,000 (3 & 4)
Meetings	7,000	7,000	7,000 (5)
OIC Pay	3,000	4,500	3,000 (6)
Shift Relief	11,000	30,000	45,000 (7)
Training	7,500	7,500	7,500 (8)
Comp time Close Out	8,000	3,000	8,000 (9)
Firearms Training	10,000	7,500	10,000 (10)
Special Assignment	9,000	9,000	9,000 (11)
Special Programs	1,500	1,500	1,500 (12)
FTO Pay	3,000	3,000	3,000
Total	195,000	205,000	226,000

(1) Includes On-Call @ Straight Time and Court Appearance @ 1.5 Overtime

(2) July 4th 2019 Detail Reimbursement is 50% split with P-Dale Park Dist. Approximately \$500

(3) Includes Shift holdover to investigate criminal incidents and residential burglary directed

(4) Detectives Overtime. Major Investigations, MERIT Response

(5) Department, Supervisor and Village Meetings

(6) OIC Pay - Straight Time / One Hour Per Shift

(7) Hire back to meet minimum manpower. Includes Sick Calls, Court Coverage, Training

(8) FTO pay increased pending Union contract

(9) Comp-Time Close Out, May 2020 \$8000 approximate

(10) Quarterly Firearms Training.

(11) Includes NIPAS SWAT & Mobile Field Force Response and Village Special Events
NIPAS Training Reimbursed by LEAS. Includes billable Details to Hotel Motel & General Funds

(12) Includes DARE, Citizens Police Academy, and Public Relations

10 General Fund
5010 Police

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Uniform Allowance				Telephone			
<ul style="list-style-type: none"> - Normal replacement program-coats, patches, badges, etc. - Patrol officers \$700 / Sergeants, Corporals, DC, & Chief \$800 uniform allowance. Detectives \$800 - Det. Sgt \$900 clothing allowance - Five (5) Civilian Employees \$2375 allotment on a quartermaster replacement program - New officers @ \$3,000 initial purchase. - MERIT SWAT Quartermaster:\$15,000 for replacement officer on SWAT team (FY 19-20) 					19-20	19-20	20-21
					Est. Act.	Budget	Budget
				Monthly Phone Charge	31,615	22,905	9,340
				Verizon	12,050	13,105	12,510
					43,665	36,010	21,850
Other Professional Services				Miscellaneous Equipment Repair		2,420	5,000
	19-20	19-20	20-21	Facility Security Equip (Non-contract)		0	5,000
	Est. Act.	Budget	Budget	Opticom Repair*		0	3,000
CALEA Annual Fees & Expenses	4,745	4,745	4,745	Radar Calibration		350	450
ILEAP IL Accreditation	800	800	0	Radio Maintenance (Contract)		460	500
DuMeg	14,040	14,040	14,040	Radio Maintenance (Non-Contract)		375	2,000
DuPage Children's Center	3,000	3,000	3,000	L3 Mobile Video Server Maint Agreement		2,810	3,400
DuPage MERIT	4,000	4,000	4,000	Forensic Computer Hardware Maint		500	500
DUI Phlebotomy Services	850	1,000	1,000	TASER Assurance Plan		1,810	1,625
NIPAS	1,405	1,405	1,405	LPR Camera Maintenance		3,000	0
LPR Cameras Registration Fee	4,350	4,350	4,350	All Traffic Solutions Radar Trailer Maint		375	0
Vigilant LEARN Database (LPR)	7,200	7,200	5,000	Porter Lee Corp. (The BEAST Support)		0	875
Notary Bonds/Fees	500	500	500			14,540	24,590
Accurint Services	1,250	1,250	1,250				24,480
DuPage Peer Jury	500	0	1,000	<ul style="list-style-type: none"> - Opticom-streetlight receiver to pre-empt the signal for emergency vehicles - Opticom repairs are shared with Tri-State Fire District (deferred) - Radio maintenance non-contract includes repairs to mobile radios in police vehicles and portable radios - Misc Equipment Repair includes in-car video, emergency lighting, etc. - LPR Maintenance: 6 cameras @ \$725 ea. - Facility security equipment includes video and access control hardware - Taser Assurance Plan covers 5 year replacement of department Tasers/Cams - Fulton Technologies - \$360 per siren for telemetry monitoring & siren maintenance - L3 Mobile Video will be eliminated if AXOM system is purchased - The BEAST support will be budgeted in the IT fund along with the replacement of the asset 			
Chaplain Counseling Services	3,900	3,900	3,900	*Item deferred for review in FY20-21 due to the pandemic			
Other	500	710	700				
Total	47,040	46,900	44,890				
<ul style="list-style-type: none"> - CALEA fee was increased to \$4745 - DuPage County Children's Center-specialized team handling child abuse cases - DuPage MERIT is a Major Crimes Task Force. Formally FIAT - Northern Illinois Police Alarm System is an emergency mutual aid pact - NIPAS fees: \$400 basic plan - NIPAS Mobile Field Force Annual Membership Fee \$1,005. - - Accurint Services is a public records database used by Investigations. Used for all Village new hire background checks & Liquor License applications - Dumeg @ \$520 per officer x27 - Hepatitis B Shots program for employees requiring additional testing 							

10 General Fund
5010 Police

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

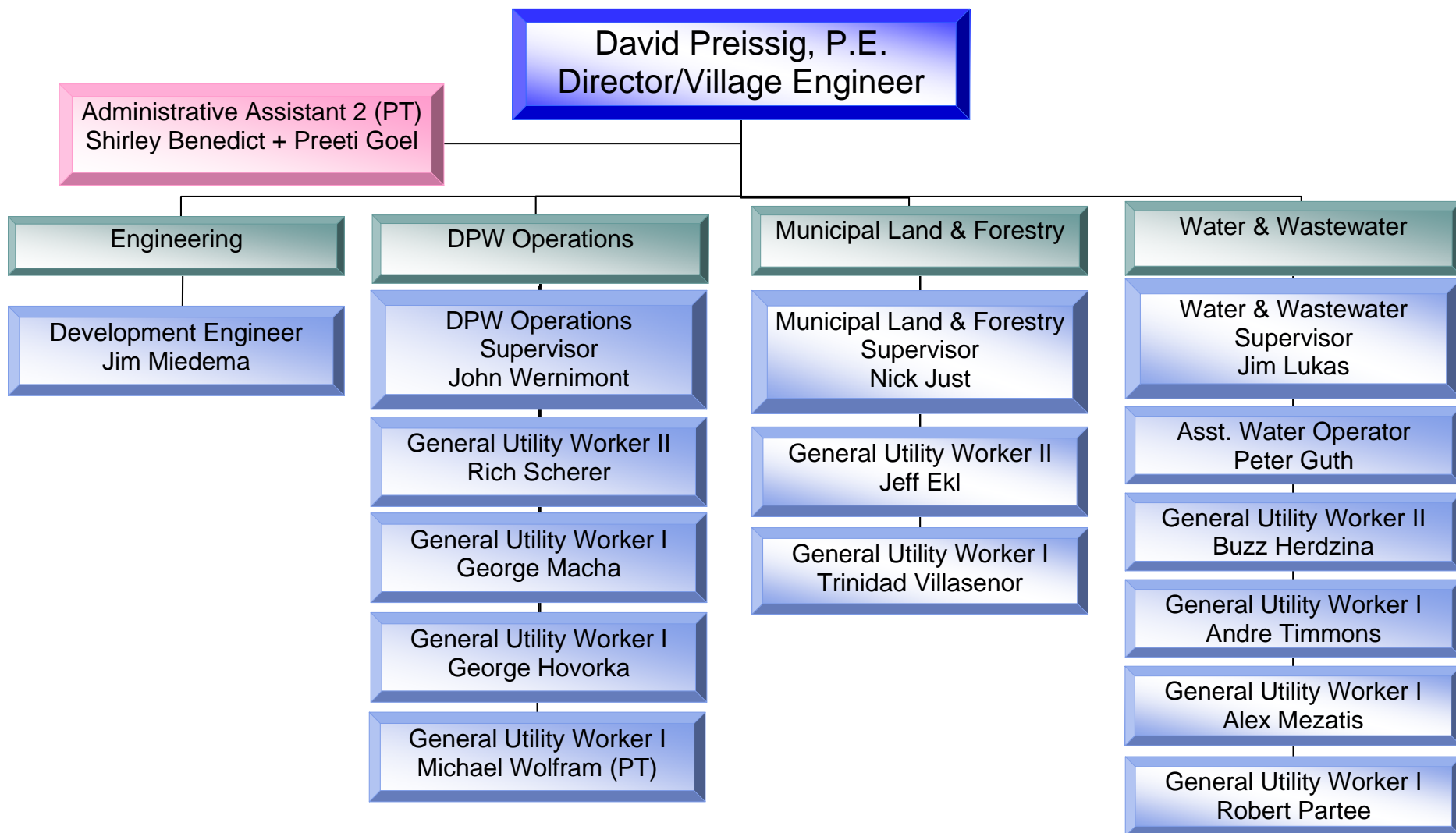
Dispatching	19-20 Est. Act.	19-20 Budget	20-21 Budget
Joint Dispatch	308,910	308,910	317,100
DUCOMM Annual Facility Cost	15,470	15,470	15,425
	<u>324,380</u>	<u>324,380</u>	<u>332,525</u>
<p>- The Village of Burr Ridge has entered into an agreement with DuPage Public Safety Communicatons (DUCOMM) for dispatching services for the Burr Ridge Police Dept.</p> <p>- DUCOMM Assessment for 2020-2021 \$11,744 per Officer</p> <p>Annual facility cost includes interest and loan total for year 1 through 15</p>			

Equipment	19-20 Est. Act.	19-20 Budget	20-21 Budget
Defensive Tactics Training Equipment*	0	0	0
Automated External Defibrillator (AED) (4)	5,420	5,600	4,200
Armor Vests (5)	7,700	5,500	5,500
Thermal Imaging Monocular (2)*	0	0	0
Personnel Protection Equipment	800	800	800
Ballistic Shields (3) *	0	0	0
In-Car Video Cameras (3)	16,000	15,900	0
	<u>29,920</u>	<u>27,800</u>	<u>10,500</u>
<p>-Replacement Bullet Proof Vest grant program - 50% reimbursement for FY 20-21</p> <p>- FY19-20 includes seven (7) vests. FY19-20 includes 2 vests over budget.</p> <p>Price listed above does not include 50% grant reimbursement.</p> <p>*Items deferred for further review in FY20-21 due to pandemic</p>			

Maintenance Vehicle	19-20 Est. Act.	19-20 Budget	20-21 Budget
Maintenance	21,650	20,000	20,000
Miscellaneous	500	1,000	1,000
Tires	6,600	7,300	7,300
Wash	2,900	2,900	2,900
	<u>31,650</u>	<u>31,200</u>	<u>31,200</u>
<p>- Tires purchased in State of Illinois Contract</p> <p>- Misc expenses include vehicle detailing and vehicle registration</p>			

Vehicles	19-20 Est. Act.	19-20 Budget	20-21 Budget	21-22 Project	22-23 Project	23-24 Project	24-25 Project
<i>Number of Vehicles >></i>	<i>2</i>	<i>2</i>	<i>0</i>	<i>5</i>	<i>10</i>	<i>15</i>	<i>15</i>
Vehicle Lease Charges	75,120	78,800	0	77,450	142,900	218,705	213,455
Decals	2,000	2,000	0	4,000	4,000	5,000	4,000
Vehicle Equipment	18,000	18,000	0	0	0	0	0
Equipment Transfer	3,940	4,000	0	0	0	0	0
	<u>99,060</u>	<u>102,800</u>	<u>0</u>	<u>81,450</u>	<u>146,900</u>	<u>223,705</u>	<u>217,455</u>
<p>Beginning in FY 21-22, the Village will be leasing vehicles instead of purchasing. In addition to the leasing charge above, there will be an equity (revenue) component that offsets the future lease payments that is reflected in account "Proceeds from Sale of Assets" (per Section 3 Page 7).</p> <p>- FY 21-22 Vehicle Lease Charges includes replacement/leasing of four patrol vehicles and one detective sedan.</p> <p>- FY 21-22 Decals include \$300 for removal and \$700 application to squad cars.</p> <p>- FY 21-22 Equipment Transfer -\$1725 for installation and \$275 removal of equipment, this costs is eliminated under leasing program.</p> <p>-FY 21-22 Vehicle equipment includes prisoner cages, emergency lighting, siren, etc. Under leasing, 50% of this costs is required to be paid upon delivery and the remaining 50% is rolled into the monthly lease charge.</p>							

VILLAGE OF BURR RIDGE PUBLIC WORKS DEPARTMENT



Public Works Mission Statement

The Department of Public Works is responsible for the planning, construction, management, repair and maintenance of the infrastructure, right-of-way, buildings, land and other assets of the Village of Burr Ridge. Our mission is to provide prompt, reliable service to the residents and businesses of the community that is delivered in a professional, customer-friendly, attentive and efficient manner. We are committed to protecting the health, safety and general well-being of all Village residents.

We accomplish our mission with our four divisions that manage Engineering, Forestry/Grounds, Operations and Water/Wastewater operations of the Village:

- **Engineering Division**

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

- Streets
- Sidewalks
- Sewer & Water Mains
- Street Lights
- Traffic Lights
- Stormwater Management
- New Developments
- Capital Improvement Projects

- **Forestry/Grounds Division**

Responsible for the planting and maintenance of trees on Village right-of-ways as well as the trees, plants and turf on all Village owned properties. In addition, they are also responsible for the following:

- Annual brush-chipping program
- Maintains approximately 30 acres of Village owned open space and lakes
- Removal of diseased trees, storm damage clean up
- Monitoring public & private trees for infestations

- **Operations Division**

Responsible for approximately 60 miles of streets, 162 cul-de-sacs, eyebrows and dead-ends, including the maintenance of street signs, streetlights, storm sewers, street sweeping and snow removal. The Operations Division maintains three Village owned buildings and oversees the Village mosquito abatement program. In addition, they are also responsible for the following:

- Routine, Preventative, and Emergency Maintenance of Village owned buildings
- Removal of Snow and Ice
- Maintenance of streets and sidewalks

- **Water/Wastewater Division**

Responsible for the pumping, storage and distribution of Lake Michigan drinking water to the Village. The Village water distribution system includes a pumping station, a 3 million gallon underground reservoir, 2 million and 300,000 gallon elevated storage tanks, approximately 81 miles of water mains, over 1,200 hydrants, approximately 960 water main valves and a system of 3 standby wells. Lake Michigan water is rechlorinated at the Burr Ridge pumping station. The Water/Wastewater Division also maintains three sanitary sewer lift stations and 47 miles of sewer mains on the Cook County side of the Village. Wastewater from the Village's collection system is then sent to the Metropolitan Water Reclamation District for treatment. In addition, they are also responsible for the following:

- Water Quality Assurance and Compliance Testing and Reporting
- Routine and Emergency Water Distribution System Repairs
- Water Meter Reading and Meter Replacement
- Underground Utility Locating

Public Works FY 2019-20 Highlights and Accomplishments

- **Downtown and Neighborhood Street Improvements** – Completed Burr Ridge Parkway resurfacing project in the heart of downtown Burr Ridge. The Village obtained a federal grant for 70 percent of the construction cost. The Villages 2019 Road Program resurfaced over two miles of Burr Ridge neighborhood streets and crack sealed an additional four miles of streets.
- **Grant Funding** - Successfully submitted applications to DHSEM Urban Area Security Initiative (UASI) for grant funding toward Village Hall security, and other projects.
- **Street Light/Street Sign Inventory** – Completed inventory of streetlights and street signs for the Village with the assistance of the GIS intern and CloudPoint, the Village's GIS consultant. The department will complete BMP database, update tree inventory in FY 20-21.
- **Bi-Annual Street Condition and Rating Report** - using the engineering intern, the department conducted the bi-annual street condition and rating report for 2019, and updated the 5-year Road Program and presented to the Street Policy Committee in December.
- **County Line Road Sidewalk Project** – Construction began in the fall on the sidewalk gap alongside the east side of County Line Road from Longwood Drive to 60th Street at Katherine Legge Memorial Park. Staff coordinated and managed the construction that is currently in progress and completion is expected in spring 2020.
- **Water main replacement projects** – Two aging sections of the Village water main were replaced in the Fall 2019. Staff coordinated and managed the construction with an engineering consultant for the water main replacement projects along County Line Lane and Carriage Place in the Carriage Way Subdivision, and Chasemoor Drive at 79th Street.
- **Parkway Tree Replacements** – During 2019, the Village removed 140 trees because of emerald ash borer (EAB) infestation and re-planted nearly 100 new trees. The Village continues to treat Ash trees
- **Implemented Work Order Module** – With the Finance Department, staff implemented and trained on the new BS&A Work Order module, starting with utility billing and meter replacement. This module automates the previously manual process with efficient use of technology.

Public Works Department Fiscal Year 2020-21 Goals

Below are short-term goals that the Public Works Department looks to achieve in the upcoming fiscal year. *Due to the anticipated economic impacts of the COVID 19 pandemic, funding for some goals has been “wait listed”. Wait listed goals will not be pursued unless it is determined that financial resources are available in which case a budget amendment will be considered.*

- **Natural Chemicals** – Wait List; Implement an environmentally friendly alternative to conventional chemical insecticides by using the EarthRight program for mosquito control. Products are made from naturally derived ingredients and have equal effectiveness to the chemical alternative.
- **Liquid Chloride Tank, Pump and Devices** – Wait List; Add a 2nd liquid tank to aid in snow and ice control operations to maintain roads in the best condition possible while also reducing salt use, operational costs and environmental impacts.
- **Plow Extensions for 1-Ton Snow Plows** – Wait List; Add a wing extension to accelerate snow removal in cul-de-sacs and help eliminate some of the complaints from homeowners experiencing larger than normal windrows of snow in their driveways.
- **Replace Power Washer for Public Works Garage** – Previous power washer is 15 years old and parts are no longer available. It is needed to pressure wash the department’s fleet especially removing dirt and corrosive and deicing chemicals from the large trucks to prolong their life and maintain their appearance.
- **Village Hall Sprinkler Systems Repairs**- Repair and replace sections of pipe, switches, and gauges from original sprinkler system to bring it to current requirements since it is leaking.
- **2020 Road Program**- Devon Ridge Subdivision, Lake Ridge Subdivision, Sealcoating municipal parking lots; miscellaneous crack sealing, pavement marking and pavement patching.
- **Elm Street Culvert Replacement Project** – Elm Street at 63rd Street ditch has overtopped with floodwater and metal pipe is failing. Replacement of the culvert needed to address the drainage and life safety issues. Engineering for this project is included in the budget; construction funding for this project is on the Wait List.
- **North Frontage Road Guardrail Replacement** - North Frontage Road guardrail needs to be replaced with numerous sections being rusted and beyond repair and repainting to protect the adjacent pathway and roadside hazards.
- **Village Facility Improvements**: Wait List; HVAC controls, sensors, and valves will be replaced since they are original and it will provide an efficient, automated system and reduce the load on the boiler and chiller allowing comfortable conditions in the Board room and staff area while substantially reducing our natural gas bill and electric usage. Public Works fluorescent lighting will be replaced with LED lighting in the main garage and office areas.



VILLAGE OF
BURR RIDGE
A VERY SPECIAL PLACE



**Public Works Department
Department Performance Measures**

Inputs	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Number of full-time Equivalent Employees	15	15	15	15	15
Department Expenditures	\$1,460,996	\$1,505,506	\$1,634,623	\$1,465,645	\$1,544,236
Outputs	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Number of parkway trees planted	121	125	141	92	104
Number of parkway trees trimmed	1,494	900	2,000	1,657	610
Number of parkway trees removed	468	668	382	204	140
Snow Plowing Events	20	16	34	36	16
Watermain breaks repaired	13	17	28	33	22
JULIE locate requests	4,484	4,898	5,830	5,195	5,804
Effective Measures	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Requests for Service Response Time:					
Percent within 48 hours	100%	100%	100%	100%	100%
Citizen Requests for Service	253	235	256	411	271

10 General Fund
6010 Public Works

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4001 Salaries Full-Time	472,296	468,110	494,895	495,505	513,835	3.7%	532,875	552,330	572,550	592,010
4002 Salaries Part-Time	42,579	44,278	54,125	56,930	33,795	-40.6%	59,790	61,430	62,870	64,115
4003 Salaries Overtime	47,082	52,951	35,400	47,500	42,500	-10.5%	45,390	46,380	47,220	48,250
4011 IMRF Contribution	56,391	55,230	58,085	56,850	65,995	16.1%	69,720	73,625	77,740	81,920
4012 FICA/Medicare Taxes	40,898	41,727	43,810	45,525	45,980	1.0%	47,690	49,475	51,300	53,075
4030 Health/Life Insurance	119,456	94,868	88,310	88,900	90,645	2.0%	92,460	94,305	96,190	98,115
4032 Uniform Allowance	7,139	9,737	7,290	8,150	8,150	0.0%	8,310	8,480	8,650	8,820
4040 Dues & Subscriptions	1,968	1,490	2,225	2,405	1,690	-29.7%	2,405	2,310	2,450	2,360
4041 Employee Recruitment Expense	2,106	4,127	990	1,000	1,000	0.0%	1,000	1,000	1,000	1,000
4042 Training & Travel Expense	3,321	11,760	9,830	10,005	7,565	-24.4%	10,100	10,100	10,100	10,100
Total Personnel Services	793,235	784,278	794,960	812,770	811,155	-0.2%	869,740	899,435	930,070	959,765
50 Contractual Services										
5025 Postage	61	165	250	700	700	0.0%	710	720	730	740
5030 Telephone	13,104	16,316	18,195	15,625	15,080	-3.5%	15,380	15,690	16,000	16,320
5040 Printing	0	228	0	300	300	0.0%	300	300	300	300
5050 Maintenance-Equipment	11,028	21,007	11,800	12,600	12,600	0.0%	12,600	12,600	12,600	12,600
5051 Maintenance-Vehicles	36,302	38,301	40,870	41,200	40,700	-1.2%	42,530	43,380	44,250	45,140
5053 Maintenance-Streets	25,412	55,446	54,000	48,150	53,000	10.1%	51,050	52,070	53,110	54,180
5054 Maintenance-Lighting	30,642	36,503	26,300	32,600	32,600	0.0%	33,250	33,920	34,600	35,300
5055 Maintenance-Signals	9,975	14,223	10,500	12,860	12,860	0.0%	12,860	12,860	12,860	12,860
5056 Maintenance-Trees	60,692	75,952	2,750	10,250	72,750	609.8%	128,480	132,490	98,620	83,410
5065 Street Lighting-Electric	31,786	45,544	29,680	30,500	30,000	-1.6%	30,000	30,000	30,600	31,210
5066 Garbage Hauling	11,000	11,900	11,700	17,000	17,000	0.0%	17,000	17,000	17,000	17,000
5085 Rentals	294	597	8,700	9,700	9,700	0.0%	9,700	9,700	9,700	9,700
5095 Other Contractual Services	83,241	84,294	77,985	90,155	88,105	-2.3%	101,540	103,570	105,640	107,755
5096 Reimbursable Contractor Svcs	3,497	4,855	5,175	8,000	8,000	0.0%	8,000	8,000	8,000	8,000
5097 Maintenance-EAB	115,487	59,197	64,410	69,200	41,635	-39.8%	45,700	46,200	46,700	47,200
Total Contractual Services	432,521	464,528	362,315	398,840	435,030	9.1%	509,100	518,500	490,710	481,715
60 Commodities										
6000 Office Supplies	642	658	500	700	700	0.0%	700	700	700	700
6010 Operating Supplies	5,398	6,126	5,400	5,500	5,600	1.8%	5,600	5,600	5,600	5,600
6020 Gasoline & Oil	37,141	33,333	34,580	36,250	34,535	-4.7%	35,135	35,750	36,465	37,195
6040 Supplies-Equipment	5,213	10,234	10,680	12,000	12,000	0.0%	12,000	12,000	12,000	12,000

10 General Fund
6010 Public Works

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
6041 Supplies-Vehicles	6,633	11,245	11,550	15,000	15,000	0.0%	15,000	15,000	15,000	15,000
6042 Supplies-Streets	23,207	20,037	22,320	18,000	18,300	1.7%	18,670	19,040	19,420	19,810
6043 Supplies-Trees	18,703	18,886	15,545	19,000	19,000	0.0%	19,000	19,000	19,000	19,000
6050 Small Tools	890	1,482	1,280	1,500	1,500	0.0%	1,500	1,500	1,500	1,500
6060 Salts & Chemicals	101,758	163,200	128,690	118,000	130,790	10.8%	137,490	140,240	143,040	145,900
Total Commodities	199,588	265,200	230,545	225,950	237,425	5.1%	245,095	248,830	252,725	256,705
70 Capital Outlay										
7000 Equipment	14,881	4,389	16,010	16,300	12,200	-25.2%	20,800	5,000	5,000	5,000
Total Capital Outlay	14,881	4,389	16,010	16,300	12,200	-25.2%	20,800	5,000	5,000	5,000
90 Transfers										
9033 Transfer To Equipment Replace.	0	0	0	0	0		0	0	0	0
9061 Transfer To Info Tech Fund	25,420	25,840	22,240	22,240	0		43,790	41,200	41,130	40,090
Total Transfers	25,420	25,840	22,240	22,240	0		43,790	41,200	41,130	40,090
Total Public Works	1,465,645	1,544,236	1,426,070	1,476,100	1,495,810	1.3%	1,688,525	1,712,965	1,719,635	1,743,275

10 General Fund
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VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Salaries	Fund Allocation		
	General	Water	Sewer
Public Works Dir/Village Engr	50%	40%	10%
Administrative Assistant (PT)	50%	40%	10%
Engineering			
Project Engineer	50%	40%	10%
Operations			
Operations Supervisor	50%	25%	25%
1-General Utility Worker II	100%	0%	0%
1-General Utility Worker I	50%	40%	10%
1-General Utility Worker I	100%	0%	0%
Forestry & Grounds			
Supervisor Forestry & Grounds	100%	0%	0%
1-General Utility Worker II	100%	0%	0%
1-General Utility Worker I	100%	0%	0%
Water & Wastewater			
Supervisor Water & Sewer	0%	75%	25%
1-Assistant Water Operator	0%	75%	25%
1-General Utility Worker II	0%	75%	25%
1-General Utility Worker I	0%	100%	0%
2-General Utility Worker I	0%	100%	0%

Salaries Part-Time	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Temporary Snowplow Drivers	2,000	4,000	4,000
P/T General Utility Worker (Oper.)	11,830	18,780	19,250
Seasonal Summer Worker*	15,940	9,600	0
Engineering Intern*	5,760	5,760	0
Administrative Asst. (PT)	18,595	18,790	10,545
	54,125	56,930	33,795

- Temporary snow plow drivers @ \$15 -17 per hour, as needed
- 1 Engineering intern @ \$12 per hour (12 weeks)
- PT GU is a union position, cost calculated per collective bargaining contract
- The Administrative Assistant PT positions are allocated 50% General Fund, 40% Water Fund and 10% Sewer Fund.

*Deferred in FY20-21 for review due to pandemic

Salaries Overtime	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Public Works Operations			
Snow & Ice Control	29,600	30,000	30,000
Storm & Other Response	4,700	10,000	10,000
Special Events (1)	0	3,000	0
Forestry/Grounds			
General duties	600	3,000	1,000
EAB	400	1,000	1,000
Com Ed	100	500	500
	35,400	47,500	42,500

- (1) FY19-20 incl. Concerts on the Green event support, reimbursable.
 Budgeted in Hotel/Motel Fund

Uniforms	19-20	19-20	20-21
	Est. Act	Budget	Budget
Uniform Rental	4,040	4,040	4,040
Safety shoes	700	1,110	1,110
Short Sleeve Shirts	520	740	740
Rainwear & Hip Boots	300	370	370
Coveralls	300	310	310
Jackets	450	450	450
Winter Coats	175	185	185
Safety Equipment	615	755	755
Hats	65	80	80
T-Shirts	70	70	70
Glasses, Miscellaneous	55	40	40
Total	7,290	8,150	8,150

- Safety Equipment incl. hard hats, vests, glasses, gloves, hearing protection.
- Uniform rental costs split: General (41%), Water (45%), and Sewer (14%) Funds
- Safety shoes \$150 per collective bargaining contract
- Uniform contract expires 9/2024, no change to unit prices

10 General Fund
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FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Dues & Subscriptions	19-20 Est. Act	19-20 Budget	20-21 Budget
APWA - Agency Member (3)	450	450	450
ISPE/NSPE (1)	155	250	250
PE License Renewal- Village Engineer	62	70	0
PE License Renewal- Project Engineer	62	70	0
Illinois Pesticide applicator license renewal	75	75	75
ISA - Arborist	246	260	260
Morton Arboretum Dues	65	65	65
Tree City USA Dues	35	35	35
WCMC Tree Consortium Dues	575	575	0
Institute of Transp. Engineers	315	315	315
Municipal Fleet Managers Assoc.	30	40	40
Publications	155	200	200
	2,225	2,405	1,690

- PE License Renewal every two years (renews November 30, 2019)
- The State of Illinois began charging pesticide license fees in 2013
- ISA Certified Arborist (Village Arborist) renewed every three years

Employee Recruitment Expense
Employment ads; pre-employment physicals and screenings for new PW employees

Training & Travel Expense	19-20 Est. Act	19-20 Budget	20-21 Budget
Directors Conferences*	2,540	2,500	0
APWA Chapter Meetings	50	200	200
Continuing Education - licensed positions	300	300	300
Arboriculture Training	450	500	500
Safety classes/seminars	1,245	1,500	1,500
CDL Reimbursement	310	310	310
Misc. Training - Engineering	75	250	250
Misc. Training - Oper.	295	300	300
Staff Mileage Reimbursements	690	800	800
Class A CDL Training	1,440	1,920	1,920
College of DuPage Prof. Dev. Program	2,435	1,425	1,485
	9,830	10,005	7,565

*Deferred in FY20-21 for review due to pandemic

Telephone	19-20 Est. Act	19-20 Budget	20-21 Budget
Monthly Phone Charge	12,020	9,725	6,130
Fax Line	415	590	600
Verizon (11)	5,760	5,310	8,350
	18,195	15,625	15,080

10 General Fund
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VILLAGE OF BURR RIDGE
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FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Maintenance-Equipment	19-20 Est. Act	19-20 Budget	20-21 Budget
Engineering Equipment	520	400	400
Tractor and mower repairs	0	200	200
Compressor and generator repairs	3,930	3,000	3,000
Backhoes and payloader	3,720	5,000	5,000
Plows and salt spreaders	910	1,000	1,000
Miscellaneous	2,720	3,000	3,000
	11,800	12,600	12,600

- Engineering Equipment includes Savin Copier, GIS/GPS equipment, HP Large Format Printer/Plotter, and Leica Total Station (Surveying)
- Miscellaneous equipment: chipper, floor scrubber, trailers, vehicle lift, chainsaws, power tools. Also skid steer (50% PW/50% Water)
- Wheel loader purchased FY17-18, and under warranty to FY21-22.

Maintenance Vehicles	19-20 Est. Act	19-20 Budget	20-21 Budget
Vehicle safety testing	1,030	1,200	1,200
Tire repair/maintenance	8,670	3,500	3,500
Plow truck tires	2,800	6,500	6,000
Other vehicle repairs	28,370	30,000	30,000
	40,870	41,200	40,700

- Contracted maintenance and repairs to licensed trucks and autos operated by the Engineering, Operations, and Municipal Land & Forestry Divisions.

Maintenance Streets	19-20 Est. Act	19-20 Budget	20-21 Budget
Storm sewer rodding	5,940	2,000	2,000
Storm sewer repair	890	3,000	3,000
Miscellaneous *	12,170	10,000	11,000
Weather Forecasting Service	4,000	4,150	4,550
Street Sweeping Contract	30,000	29,000	29,000
	53,000	48,150	49,550

Maintenance Lighting	19-20 Est. Act	19-20 Budget	20-21 Budget
Street Light Maintenance	19,900	22,600	22,600
Repairs/Knockdowns*	16,400	10,000	10,000
	36,300	32,600	32,600

- * Majority are the result of vehicle crashes and costs are reimbursed by insurance
- Streetlight Maintenance Contract: RAG's Electric, T&M extension since April 201
- Includes lighting maintenance of County Line Road bridge over I-55

Maintenance-Signals	19-20 Est. Act	19-20 Budget	20-21 Budget
BR Prkwy @ Bridewell	2,130	2,500	2,500
Cook County Signals	3,920	4,840	4,840
IDOT Signal	0	2,000	2,000
Burr Ridge Middle School	220	200	200
Wayside Horn**	4,760	3,000	3,000
Pleasantdale School (2)	0	320	320
	11,030	12,860	12,860

- Cook County Signals: CLR @ Carriage Way, CLR @ Burr Ridge Parkway, CLR @ 79th St, CLR @ 83rd St - Village portion of signal maint.
- Cook County has new maintenance contract effect 1/1/2017
- IDOT signal: Madison St. at North Frontage Rd., and 91st St. at IL 83
- BR Middle School - Village share of flashing light maint.
- ** \$3K annually for wayside horn repairs is reimbursable from DG Township
- Additional \$200 pedestrian signal for Pleasantdale School

10 General Fund
6010 Public Works

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Reimbursable Contractor Services	19-20 Est. Act	19-20 Budget	20-21 Budget
Weed lot mowing	3,800	5,000	5,000
Contractor clean-up, ROW damage/insurance	1,375	3,000	3,000
	5,175	8,000	8,000

- Reimbursable items for weed mowing, and site clean-up for vacated, foreclosed, abandoned, or neglected properties, or for bond-secured projects.

Maintenance-EAB	19-20 Est. Act	19-20 Budget	20-21 Budget	21-22 Project.	22-23 Project.	23-24 Project.	24-25 Project.
Treatment*	10,010	11,700	0	9,900	9,900	9,900	9,900
Tree Removal	41,800	44,000	25,000	12,000	12,000	12,000	12,000
Replanting	12,600	13,500	16,635	23,800	24,300	24,800	25,300
	64,410	69,200	41,635	45,700	46,200	46,700	47,200

- EAB peak infestation began FY 15-16.

- The extended budget reflects the managed decline program, with most untreated ash trees removed by FY21-22, and reducing the amount/type of trees to be treated based upon past observations of decline of treated trees.

*Deferred in FY20-21 for review due to pandemic

Maintenance-Trees	19-20 Est. Act	19-20 Budget	20-21 Budget	21-22 Project.	22-23 Project.	23-24 Project.	24-25 Project.
Removals	2,500	10,000	10,000	10,000	10,000	10,000	10,000
Parkway Tree Trimming**	0	0	0	82,700	86,170	51,750	73,160
Gypsy Moth trap supplies	250	250	250	250	250	250	250
ComEd transmission line trim*	0	0	62,500	63,440	64,400	65,370	0
	2,750	10,250	72,750	156,390	160,820	127,370	83,410

- The Village is divided into 7 areas for maintaining a cyclical 7-year tree trimming program.

Area 2 deferred, trim in FY20-21 with half of Area 3 .

- Trimming generally excludes untreated ash trees.

* Com Ed incurs all costs on 5th year (Veg. Mgmt. Plan exp. Apr. 2029).

**Deferred item in FY 20-21 until further review due to pandemic

Street Lighting-Electrical

- Village electric rate locked with Constellation NewEnergy, Inc.: July 2019 - July 2023
current rate is \$0.02923/kWh

Rentals	19-20 Est. Act	19-20 Budget	20-21 Budget
Other Rentals	200	1,000	1,000
Catchbasin Vacuum	8,500	8,700	8,700
Total	8,700	9,700	9,700

- Catchbasin vacuum replaces the street sweeper vacuum attachment, since sweeper unit no longer in PW fleet.

- Other Rentals includes PW shop towels and miscellaneous

Garbage Hauling	19-20 Est. Act	19-20 Budget	20-21 Budget
Street sweeping removal	0	5,000	2,000
Woodchip disposal	6,150	6,000	9,000
Waste disposal	5,550	6,000	6,000
	11,700	17,000	17,000

- Street sweeping disposal reduced as routine sweepings removed contractually.

10 General Fund
6010 Public Works

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

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Other Contractual Services	19-20	19-20	20-21
	Est. Act	Budget	Budget
Mosquito Abatement	45,400	45,840	45,400
Miscellaneous	7,360	1,000	1,000
West Nile Virus Gravit Trap	0	3,000	0
Mandatory CDL Drug Testing	1,110	1,200	1,200
Fall Brush Pickup	24,115	24,115	25,505
Emergency Brush Pickup	0	15,000	15,000
	77,985	90,155	88,105

- 3-year contract expires Dec. 2020, renew existing contract
 - Brush pick-up by contractor is now Fall only.
 - Miscellaneous incl. policy reimbursement for resident driveway culverts
 - West Nile Virus Gravit Trap included in Mosquito Abatement contract

Supplies - Equipment			
Equipment supplies includes parts, supplies and accessories for equipment operated by the Engineering, Operations, and Forestry/Grounds Divisions of Public Works. This includes equipment such as mowers, weed whips, snow plows, salt spreaders, pumps, welding supplies, scrubber, shop equipment, core drill, tractors, payloaders, etc.			
- Shared equipment includes: Payloader, Backhoe & Skidsteer (50% PW/50% Water)			

Supplies - Trees	19-20	19-20	20-21
	Est. Act	Budget	Budget
Parkway Trees	11,550	12,000	12,000
Resident Tree Program *	2,475	5,000	5,000
Forestry Supplies	1,055	1,000	1,000
Tree Treatments	465	1,000	1,000
	15,545	19,000	19,000

* The resident tree program is reimbursable
 In Fall 2019, residents purchased 9 trees
 In Fall 2018, program was not offered.
 In Fall 2017, residents purchased 8 trees.

Supplies - Streets			
Street supplies include various parts, supplies, accessories for street operations by the Operations Division of Public Works. This includes items such as street signs, sign parts, cold patch, barricades, shoulder stone, sod/topsoil, streetlight parts, etc. Street signs are the largest part of this item with a budget of \$5,000.			

Salts & Chemicals	19-20	19-20	20-21
	Est. Act	Budget	Budget
Contract Order (Tons)	1,500	1,500	1,500
Cost per ton	77.86	70.00	77.86
Subtotal	116,790	105,000	116,790
Emergency Purchase (Tons)	0	0	0
Cost per ton	0.00	0.00	0.00
Subtotal	\$ -	\$ -	\$ -
Brine	11,900	12,000	14,000
De-icing chemicals/salt extender	0	1,000	0
Total	128,690	118,000	130,790

- Rock salt cost projections based on awarded State/County contracts
 - 2016-17 salt price: \$56.35 / ton, DuPage County joint bid process
 - 2017-18 salt price: \$51.49 / ton, DuPage County joint bid process
 - 2018-19 salt price: \$67.15 / ton, DuPage County joint bid process
 - 2019-20 salt price: \$77.86 / ton, State CMS bid
 - 2020-21 forecast salt price: \$77.86 / ton, prices held in renewal term
 - Brine budget increased for expanded use with anti-icing equipment

Equipment	19-20	19-20	20-21
	Est. Act	Budget	Budget
Safety cones and barricades	3,500	3,700	3,500
Porta Power Jack Set	2,310	2,400	0
RR Wayside Horn Stock Parts	10,200	10,200	0
Liquid Chloride Tank and Dispenser*	0	0	0
Pressure Washer for PW Garage	0	0	8,700
Extensions for 1-Ton Snow Plows*	0	0	0
	16,010	16,300	12,200

*Deferred in FY20-21 for review due to pandemic

10 General Fund
6020 Buildings & Grounds

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
50 Contractual Services										
5052 Maintenance-Buildings	70,711	82,389	69,590	48,440	48,440	0.0%	54,510	55,600	56,710	57,850
5057 Maintenance-Grounds	15,674	13,934	11,365	17,595	9,595	-45.5%	18,260	18,620	18,990	19,380
5058 Janitorial Services	29,034	34,791	37,125	40,060	40,060	0.0%	40,860	41,680	42,515	43,365
5080 Utilities	19,453	21,745	20,370	21,000	21,000	0.0%	21,420	21,850	22,290	22,730
5095 Other Contractual Services	2,059	5,269	5,280	5,300	5,380	1.5%	5,490	5,600	5,710	5,820
Total Contractual Services	136,930	158,127	143,730	132,395	124,475	-6.0%	140,540	143,350	146,215	149,145
60 Commodities										
6010 Operating Supplies	9,870	16,547	16,660	19,000	19,000	0.0%	19,380	19,770	20,160	20,570
Total Commodities	9,870	16,547	16,660	19,000	19,000	0.0%	19,380	19,770	20,160	20,570
70 Capital Outlay										
7010 Improvements	73,544	3,664	7,750	9,750	6,100	-37.4%	5,000	5,000	5,000	5,000
Total Capital Outlay	73,544	3,664	7,750	9,750	6,100	-37.4%	5,000	5,000	5,000	5,000
Total Buildings & Grounds	220,344	178,338	168,140	161,145	149,575	-7.2%	164,920	168,120	171,375	174,715

10 General Fund
6020 Buildings & Grounds

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Maintenance-Building				Maintenance-Grounds			
	19-20	19-20	20-21		19-20	19-20	20-21
	Est. Act	Budget	Budget		Est. Act	Budget	Budget
DPW security, fire, and sprinkler (ADS)	2,190	2,620	2,620	Miscellaneous (animal control/elec/weed control)	900	1,500	1,500
VH security, fire, and sprinkler (ADS)	2,180	2,610	2,610	Aquatic Weed Control - Lakewood/Windsor*	5,800	8,000	0
PD security, fire, and sprinkler (ADS)	1,050	1,150	1,150	Irrigation System Maint - VH	400	1,200	1,200
Fire Extinguisher Maint - VH, DPW	750	850	850	Irrigation System Maint - PD	250	500	500
Fire Extinguisher Maint - PD	660	800	800	Consolidate Mowing: Roadsides & Easement Areas	4,015	6,395	6,395
HVAC Contract - VH, DPW	9,505	9,545	9,545		11,365	17,595	9,595
HVAC Contract - PD	7,085	7,410	7,410	- Landscape contracts aggregated bid since 2016 *Deferred in FY20-21 for review due to pandemic			
HVAC Repairs (VH)	15,070	5,000	5,000				
HVAC Repairs (PD)	10,200	5,000	5,000				
HVAC Repairs (DPW)	730	5,000	5,000				
Pest Control	1,050	800	800				
Generator Maint. - VH & DPW	4,280	1,695	1,695				
Generator Maint. - PD	600	960	960				
Miscellaneous	14,240	5,000	5,000				
	69,590	48,440	48,440				

Utilities			
	19-20	19-20	20-21
	Est. Act	Budget	Budget
Gas Heating Charges	16,370	18,000	17,000
DuPage & Hinsdale Sewer	1,850	1,500	1,800
Electric for Aerator Pumps	2,150	1,500	2,200
	20,370	21,000	21,000
New franchise agreement in FY16-17, heating charges reimb by NICOR			

Other Contractual Services			
	19-20	19-20	20-21
	Est. Act	Budget	Budget
Public Works Property Tax Bill (Nanophase)	5,280	5,300	5,380
	5,280	5,300	5,380

10 General Fund
6020 Buildings & Grounds

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Operating Supplies	19-20 Est. Act.	19-20 Budget	20-21 Budget
Janitorial Supplies - VH & DPW (liners, towels, etc.)	2,310	2,500	2,500
Janitorial Supplies - PD (liners, towels, etc.)	1,280	1,500	1,500
Electrical/Lighting/Bulbs - VH & DPW	2,520	2,200	2,200
Electrical/Lighting/Bulbs - PD	1,270	1,500	1,500
Landscape Materials (Annuals/flowers)	870	1,200	1,200
First Aid Supplies - VH & DPW	390	600	600
First Aid Supplies - PD	360	600	600
Building Supplies - VH & DPW	2,330	2,400	2,400
Building Supplies - PD	820	1,400	1,400
Sidewalk salt for public buildings	2,360	2,500	2,500
Miscellaneous	1,280	1,500	1,500
Grass carp for aquatic weed control	350	400	400
Forestry Hand Tools	350	400	400
Holiday lights/Village Hall	170	300	300
	<u>16,660</u>	<u>19,000</u>	<u>19,000</u>

Janitorial Services	19-20 Est. Act.	19-20 Budget	20-21 Budget
Janitorial Service - VH	8,020	8,400	8,400
Janitorial Service - DPW	4,550	4,820	4,820
Janitorial Service - PD	9,890	10,340	10,340
Carpet Cleaning - VH & DPW	2,350	2,940	2,940
Carpet Cleaning - PD	1,745	2,185	2,185
Mat Rental - VH & DPW	1,340	1,675	1,675
Mat Rental - PD	1,280	1,600	1,600
Window & Blind Cleaning - VH & DPW	960	1,200	1,200
Window & Blind Cleaning - PD	960	1,200	1,200
Strip Floors	800	1,000	1,000
Furniture & Drapery Cleaning	480	600	600
Sanitize Jail Cells	3,195	4,000	4,000
Miscellaneous	80	100	100
	<u>35,650</u>	<u>40,060</u>	<u>40,060</u>

- Janitorial services contract renewable to Dec. 2021. Re-bid in April 2020.

Improvements	19-20 Est. Act.	19-20 Budget	20-21 Budget
VH & PW Security Doors*	6,700	8,700	0
VH Fire Sprinkler Valve Tamper Switch	1,050	1,050	0
VH Fire Sprinkler Dry System Repairs	0	0	6,100
	<u>7,750</u>	<u>9,750</u>	<u>6,100</u>

*Deferred in FY20-21 for review due to pandemic

VILLAGE OF BURR RIDGE
MOTOR FUEL TAX FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	46,186	21,702	10,768	208	878	-36,162	-73,942	-112,477
Total Revenues	275,916	274,448	391,250	378,130	385,700	393,410	401,275	409,295
Total Expenditures	300,400	285,381	401,810	377,460	422,740	431,190	439,810	448,600
Net Increase (Decrease)	-24,484	-10,934	-10,560	670	-37,040	-37,780	-38,535	-39,305
Available Reserves - April 30	21,702	10,768	208	878	-36,162	-73,942	-112,477	-151,782

Estimated Reserves May 1, 2020

208

Estimated Revenues:

Intergovernmental	372,740
Miscellaneous Revenues	5,390

Total Estimated Revenues

378,130

Estimated Expenditures:

Other Expenditures	300
Transfers	377,160

Total Estimated Expenditures

377,460

Net Increase (Decrease)

670

Estimated Reserves April 30, 2021

878

22 Motor Fuel Tax Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
33 Intergovernmental										
3340 State Allotments	269,603	268,036	385,450	269,780	372,740	38.2%	380,200	387,800	395,555	403,465
Total Intergovernmental	269,603	268,036	385,450	269,780	372,740	38.2%	380,200	387,800	395,555	403,465
37 Miscellaneous Revenues										
3700 Interest Income	6,313	6,412	5,800	6,600	5,390	-18.3%	5,500	5,610	5,720	5,830
Total Miscellaneous Revenues	6,313	6,412	5,800	6,600	5,390	-18.3%	5,500	5,610	5,720	5,830
Total Revenues	275,916	274,448	391,250	276,380	378,130	36.8%	385,700	393,410	401,275	409,295

22 Motor Fuel Tax Fund
7020 Special Revenue MFT

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
80 Other Expenditures										
8040 Bank/Investment Fees	400	381	250	400	300	-25.0%	300	300	300	300
Total Other Expenditures	400	381	250	400	300	-25.0%	300	300	300	300
90 Transfers										
9031 Transfer To Cap. Imprvmt. Fund	300,000	285,000	401,560	275,000	377,160	37.1%	422,440	430,890	439,510	448,300
Total Transfers	300,000	285,000	401,560	275,000	377,160	37.1%	422,440	430,890	439,510	448,300
Total Special Revenue MFT	300,400	285,381	401,810	275,400	377,460	37.1%	422,740	431,190	439,810	448,600

Notes

Transfers to Capital Improvement Fund

Funding for the Road Program is done by utilizing available revenues and fund reserves from MFT and available reserves in the Capital Improvement Fund. Any remaining dollars needed are transferred from the General Fund. In June 2019, the Illinois General Assembly passed legislation that increased the state's Motor Fuel Tax by 19 cents per gallon on gasoline, which in turn, a portion is passed onto the Village as additional revenue. This increase results in additional funding available to be transferred for Road Program funding.

**VILLAGE OF BURR RIDGE
HOTEL/MOTEL TAX FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	342,507	394,219	509,515	226,990	86,495	91,445	274,310	464,265
Total Revenues	573,995	696,831	625,100	336,730	689,940	702,370	715,175	728,360
Total Expenditures	522,283	581,535	907,625	477,225	684,990	519,505	525,220	530,960
Net Increase (Decrease)	51,711	115,296	-282,525	-140,495	4,950	182,865	189,955	197,400
Available Reserves - April 30	394,219	509,515	226,990	86,495	91,445	274,310	464,265	661,665

Estimated Reserves May 1, 2020

226,990

Estimated Revenues:

Taxes	317,750
Miscellaneous Revenues	18,980

Total Estimated Revenues

336,730

Estimated Expenditures:

Contractual Services	136,435
Other Expenditures	231,790
Transfers	109,000

Total Estimated Expenditures

477,225

Net Increase (Decrease)

-140,495

Estimated Reserves April 30, 2021

86,495

23 Hotel/Motel Tax Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
30 Taxes										
3080 Hotel/Motel Taxes	551,730	677,972	605,620	647,415	317,750	-50.9%	670,880	683,230	695,950	709,050
Total Taxes	551,730	677,972	605,620	647,415	317,750	-50.9%	670,880	683,230	695,950	709,050
37 Miscellaneous Revenues										
3700 Interest Income	5,364	5,459	4,930	5,760	3,980	-30.9%	4,060	4,140	4,225	4,310
3710 Donations	16,900	13,400	14,550	12,000	15,000	25.0%	15,000	15,000	15,000	15,000
Total Miscellaneous Revenues	22,264	18,859	19,480	17,760	18,980	6.9%	19,060	19,140	19,225	19,310
Total Revenues	573,995	696,831	625,100	665,175	336,730	-49.4%	689,940	702,370	715,175	728,360

23 Hotel/Motel Tax Fund
7030 Special Revenue Hotel/Motel

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
50 Contractual Services										
5069 Maintenance-Gateway Landscape	82,896	98,702	103,735	102,370	105,085	2.7%	107,925	110,085	112,290	114,540
5075 Gateway Projects	41,294	26,579	40,995	39,000	31,350	-19.6%	221,350	50,350	50,350	50,350
Total Contractual Services	124,190	125,281	144,730	141,370	136,435	-3.5%	329,275	160,435	162,640	164,890
80 Other Expenditures										
8012 Special Events	63,250	62,646	104,000	106,055	163,865	54.5%	167,140	170,485	173,985	177,465
8040 Bank/Investment Fees	400	381	250	400	400	0.0%	410	420	430	440
8050 Programs/Tourism Promotions	16,926	46,449	287,430	156,600	67,525	-56.9%	88,165	88,165	88,165	88,165
8055 Hotel/Motel Marketing	271,601	301,018	206,330	350,000	0		100,000	100,000	100,000	100,000
Total Other Expenditures	352,178	410,494	598,010	613,055	231,790	-62.2%	355,715	359,070	362,580	366,070
90 Transfers										
9031 Transfer To Cap. Imprvmt. Fund	0	0	164,885	0	109,000		0	0	0	0
9041 Transfer To Debt Service	45,915	45,760	0	0	0		0	0	0	0
Total Transfers	45,915	45,760	164,885	0	109,000		0	0	0	0
Total Special Revenue Hotel/Motel	522,283	581,535	907,625	754,425	477,225	-36.7%	684,990	519,505	525,220	530,960

23 Hotel/Motel Tax Fund

**VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021**

Notes

Hotel/Motel Taxes	4%	4%	4%	4%	4%	4%	4%
	2019-20	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
	Est. Actual	Budget	Budget	Project.	Project.	Project.	Project.
Crowne Plaza	110,930	127,750	60,770	125,660	125,660	125,660	125,660
Extended Stay	50,730	43,550	26,590	53,920	55,540	57,210	58,930
Hampton Inn	59,600	63,655	34,140	69,250	71,330	73,470	75,670
Spring Hill Suites	126,370	149,110	64,380	133,650	133,650	133,650	133,650
Marriot	257,990	263,350	131,870	288,400	297,050	305,960	315,140
Total	605,620	647,415	317,750	670,880	683,230	695,950	709,050

Hotel/Motel Marketing	2019-20	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
	Est. Actual	Budget	Budget	Project.	Project.	Project.	Project.
Total	206,330	350,000	0	100,000	100,000	100,000	100,000

The reduction in revenue in FY2020-21 as compared to previous years is a result of the COVID-19 pandemic and the direct impact this has on the Village's hotels and tourism.

Gateway Projects	19-20	19-20	20-21	21-22
	Est. Act.	Budget	Budget	Projection
Electric for median	2,350	2,850	2,850	2,850
Holiday lights Village Hall	4,560	4,500	5,000	5,000
Village Center event signs	0	5,000	5,000	5,000
South Median Landscape Improvements	0	1,000	1,000	1,000
Holiday Décor	22,190	6,150	6,000	25,000
CLR Tallgrass Establish/CLR Turf Repair	5,165	4,500	4,500	4,500
CLR Trees	0	1,000	1,000	1,000
Two Annual Plantings/VH Plant Beds	6,730	7,000	6,000	6,000
CLR Corridor Plan	0	0	0	45,000
Additional Lighting Burr Ridge Pkwy at CLR	0	0	0	126,000
Entryway Sign Replacement (deferred)	0	7,000	0	0
	40,995	39,000	31,350	221,350

Donation Revenue	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Concert/Car/JM Donations	14,550	12,000	15,000

Donation revenue is sponsorships and monies received in relation special events including Concerts on the Green, Jingle Mingle and the annual car show.

Special Events	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Concerts	19,625	25,000	28,000
Car Show	2,075	4,200	2,000
Jingle Mingle	10,545	10,000	11,000
5K*	40	1,250	0
Event Staffing	0	1,200	3,500
Sound System Maint*	0	2,000	0
Sound Supply Tech	5,000	5,500	5,000
Sound System Equip*	0	1,000	0
Crowd Control	0	300	1,500
ASCAP License	355	360	360
BMI License	360	360	360
Misc	2,855	1,000	1,000
Staff Costs (1)	63,145	53,885	111,145
	104,000	106,055	163,865

(1) Staff Costs includes an allocation of salaries for the Village Administrator, Assistant Village Administrator, Management Analyst, and Communications/Public Relations Coordinator.

*Item deferred for further discussion in FY20-21 due to the pandemic.

23 Hotel/Motel Tax Fund

**VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021**

Notes

Programs/Tourism Promotion	2019-2020 Est. Act.	2019-2020 Budget	2020-2021 Budget
Burr Ridge Park District Harvest Fest	1,000	1,000	1,000
I & M Heritage Corridor Dues	2,900	3,000	2,900
Banners/Decals*	50	5,000	0
4th of July/5K PW/Police Detail	0	3,100	1,600
Willowbrook/Burr Ridge Chamber*	0	3,000	0
Hinsdale South Fall/Winter Program	1,665	0	1,665
Flagg Creek Historical Society	2,500	2,500	2,500
Flags	0	2,000	2,000
Armed Forces Day	5,565	6,000	6,000
DuPage Convention & Visitor Bureau	40,625	36,000	19,860
Economic Business Support	210,000	0	0
Convention Grant Program	0	14,000	30,000
Sports Facility Consulting Investment	23,125	75,000	0
BMW Championship Promotions*	0	0	0
Village of Burr Ridge Merchandise*	0	6,000	0
Total	287,430	156,600	67,525

In November 2010, the tax Hotel/Motel Tax fund rate was increased to 4%.

The ordinance provides that revenues from the Hotel/Motel Tax Fund be used by the Village solely to promote tourism and conventions within the Village or otherwise to attract tourism and conventions within the Village or to attract non-resident overnight visitors to the Village.

*Item deferred for further discussion in FY20-21 due to the pandemic.

Economic Business Support is a program developed for the COVID-19 pandemic.

Transfer to Capital Improvement Fund	19-20 Est. Act.	19-20 Budget	20-21 Budget
Transfer 25% of revenues	99,885	0	79,000
Transfer 25% of reserves	65,000	0	30,000
	164,885	0	109,000

Beginning August 2019, per new State of IL legislation, 25% of Hotel/Motel Tax revenues can be transferred out of Hotel/Motel Tax fund to be used for capital projects.

Maintenance-Gateway Landscape	19-20 Est. Act.	19-20 Budget	20-21 Budget
Medians/Gateways/CLR/BR Parkway	99,500	100,370	99,500
Vets Memorial Landscaping	3,515	0	3,585
CLR/I-55 Landscaping Enhancements*	0	0	0
Irrigation Maintenance	720	2,000	2,000
	103,735	102,370	105,085

*Project deferred for review in FY20-21 due to pandemic.

**VILLAGE OF BURR RIDGE
CAPITAL IMPROVEMENTS FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	363,408	15,527	521,302	211,162	8,552	-439,188	-1,082,588	-1,749,378
Total Revenues	396,212	1,353,418	676,275	515,300	521,760	440,400	449,210	458,190
Total Expenditures	744,093	847,642	986,415	717,910	969,500	1,083,800	1,116,000	1,151,200
Net Increase (Decrease)	-347,882	505,775	-310,140	-202,610	-447,740	-643,400	-666,790	-693,010
Available Reserves - April 30	15,527	521,302	211,162	8,552	-439,188	-1,082,588	-1,749,378	-2,442,388

Estimated Reserves May 1, 2020

211,162

Estimated Revenues:

Intergovernmental	0
Miscellaneous Revenues	29,140
Transfers	486,160

Total Estimated Revenues

515,300

Estimated Expenditures:

Capital Outlay	717,110
Other Expenditures	800

Total Estimated Expenditures

717,910

Net Increase (Decrease)

-202,610

Estimated Reserves April 30, 2021

8,552

31 Capital Improvements Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
33 Intergovernmental										
3325 Federal Grants		0	0	0	0		0	0	0	0
Total Intergovernmental		0	0	0	0		0	0	0	0
37 Miscellaneous Revenues										
3700 Interest Income	10,729	10,918	9,830	11,540	9,140	-20.8%	9,320	9,510	9,700	9,890
3710 Donations	20,483	2,000	0	0	0		0	0	0	0
3711 Developer Donations	15,000	500	0	0	0		0	0	0	0
3795 Other Revenue	0	445,000	0	90,000	20,000	-77.8%	90,000	0	0	0
Total Miscellaneous Revenues	46,212	458,418	9,830	101,540	29,140	-71.3%	99,320	9,510	9,700	9,890
39 Transfers										
3910 Transfer From General Fund	50,000	610,000	100,000	250,000	0		0	0	0	0
3922 Transfer From Motor Fuel Tax	300,000	285,000	401,560	275,000	377,160	37.1%	422,440	430,890	439,510	448,300
3923 Transfer From Hotel/Motel Tax	0	0	164,885	0	109,000		0	0	0	0
Total Transfers	350,000	895,000	666,445	525,000	486,160	-7.4%	422,440	430,890	439,510	448,300
Total Revenues	396,212	1,353,418	676,275	626,540	515,300	-17.8%	521,760	440,400	449,210	458,190

31 Capital Improvements Fund
8010 Capital Improvement

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
70 Capital Outlay										
7010 Improvements	157,353	83,873	198,085	426,390	0		0	0	0	0
7055 Village Facility Improvements	0	126,450	46,105	35,000	0		213,000	50,000	50,000	50,000
7077 2017 Road Program	585,940	0	0	0	0		0	0	0	0
7078 2018 Road Program	0	636,557	12,210	0	0		0	0	0	0
7079 2019 Road Program	0	0	729,415	727,035	0		0	0	0	0
7080 2020 Road Program		0	0	0	717,110		755,700	1,033,000	1,065,200	1,100,400
Total Capital Outlay	743,293	846,880	985,815	1,188,425	717,110	-39.7%	968,700	1,083,000	1,115,200	1,150,400
80 Other Expenditures										
8040 Bank/Investment Fees	800	762	600	800	800	0.0%	800	800	800	800
Total Other Expenditures	800	762	600	800	800	0.0%	800	800	800	800
Total Capital Improvement	744,093	847,642	986,415	1,189,225	717,910	-39.6%	969,500	1,083,800	1,116,000	1,151,200

31 Capital Improvements Fund

VILLAGE OF BURR RIDGE REVENUE AND EXPENDITURE BUDGET FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Transfer From General Fund	19-20 Budget	20-21 Project	21-22 Project	22-23 Project	23-24 Project	24-25 Project
Road Program	0	0	0	0	0	0
Additional Transfer of Surplus						
Transfer in of available General Fund surplus to help pay for the Road Program.						

Transfers From Motor Fuel Tax Fund
Funding for the Road Program is done by utilizing available reserves from MFT and available reserves in the Capital Improvement. Any remaining dollars needed is transferred from the General Fund.

Other Revenues	19-20 Est.	19-20 Act.	20-21 Budget	21-22 Budget	21-22 Proj.
IRMA reserves to balance Road Program funding	0	0	20,000	0	0
OPUS escrow to fund engineering for 71st Street*	0	90,000	0	90,000	0
IPBC reserves to balance out the fund	0	0	0	0	0
	0	90,000	20,000	90,000	0
Various reserves used to pay for capital improvements.					
*Deferred to FY 21-22					

31 Capital Improvements Fund

VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Improvements	19-20 Est. Act.	19-20 Budget	20-21 Budget	21-22 Project.	22-23 Project.	23-24 Project.	24-25 Project.
Garfield Street LAPP (75% Construction Grant)							
STP Construction Grant Match*	\$ -	\$ 5,400	\$ -				
79th Street LAFO (75% Construction Grant)							
STP Construction Grant Match (25%)	\$ 15,488	\$ 15,490	\$ -				
Burr Ridge Parkway LAPP (70% Construction Grant)							
Phase II Engineering							
STP Grant Match (20% Const., Transfer from MFT)	\$ 95,665	\$ 216,000	\$ -				
Construction Engineering & Material Testing	\$ 83,432	\$ 87,000	\$ -				
I-294 Tri-State Tollway							
Owner's Engineering Services ⁽¹⁾	\$ -	\$ 12,500	\$ -				
71st Street at Wolf Road: Design Engineering ⁽²⁾	\$ 3,500	\$ 90,000	\$ -				
Guardrail Replacement							
North Frontage Road: Elm St. to Harvester Dr. *			\$ -				
TOTALS:	\$ 198,085	\$ 426,390	\$ -	\$ -	\$ -	\$ -	\$ -

(1) Split 50% with Water Fund (\$12,500 in 51-6030-50-5070)

(2) \$90K would be transferred from OPUS reserve

*Items deferred until further review in FY20-21 due to pandemic

Village Facility Improvements	19-20 Est Act.	19-20 Budget	20-21 Budget	21-22 Project.
VH Foyer Bathroom Remodeling (deferred)				
PD HVAC Supplemental Heating	32,895	35,000	0	140,000
VH Window Replacement, Phase 2 (deferred)				
VH Window Replacement, Phase 3	0	0	0	15,000
VH HVAC Controls & Efficiency Upgrade (1)	0	0	175,000	0
PW Garage Light Replacements	0	0	24,000	0
VH/PD Pavers and Stairs	13,210	0	0	0
VH Garage Roof Replacement	0	0	0	58,000
	46,105	35,000	199,000	213,000

(1) ComEd Grants available for the HVAC upgrades \$5-10K

31 Capital Improvements Fund

**VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021**

Notes

Road Program	2019-2020 Est. Act.	2019-2020 Budget	2020-2021 Budget	2021-2022 Project	2022-2023 Project	2023-2024 Project	2024-2025 Project
Resurfacing & Repair Program	627,035	622,110	572,110	660,700	938,000	970,200	1,005,400
Drainage Improvements / Other							
Pavement Maintenance	88,505	85,000	130,000	80,000	80,000	80,000	80,000
Material Testing	13,875	15,000	15,000	15,000	15,000	15,000	15,000
	<u>729,415</u>	<u>722,110</u>	<u>717,110</u>	<u>755,700</u>	<u>1,033,000</u>	<u>1,065,200</u>	<u>1,100,400</u>

2020 Road Program (FY 2019-20)		2022 Road Program (FY 2022-23)*	
Resurfacing Program:		Resurfacing Program:	
Devon of Burr Ridge Subdivision	217,620	Cabernet Court Subdivision	51,100
Devon Ridge Dr & Ct		Lakewood Subdivision	275,800
Circle Ridge Dr & Ct		Robert Bartlett's Hinsdale Countryside Estates	519,000
Lake Ridge Subdivision	319,120	89th Street	92,100
Lake Ridge Drive & Court		Crack Sealing	60,000
Ridgepointe Drive		Pavement Marking	20,000
81st Street		Material Testing	15,000
Erin Lane	35,370		<u>1,033,000</u>
Pavement Marking	20,000		
Parking Lot Seal Coating	30,000	2023 Road Program (FY 2023-24)*	
Miscellaneous Patching	20,000	Resurfacing Program:	
Crack Sealing	60,000	Devon of Burr Ridge	763,500
Material Testing	15,000	Enclave Subdivision	156,500
	<u>717,110</u>	Dartmouth Ct	50,200
		Crack Sealing	60,000
		Pavement Marking	20,000
		Material Testing	15,000
			<u>1,065,200</u>
2021 Road Program (FY 2021-22)*			
Resurfacing Program:		2024 Road Program (FY 2024-25)*	
Arrowhead Farm Subdivision	238,000	Resurfacing Program:	
Forest Edge Subdivision	127,700	Highland Fields Subdivision	665,000
Old Oak Highlands Subdivision	111,700	Woodcreek Subdivision and Grant Court	340,400
Garfield Avenue (79th St to 81st St)	137,700		
71st Street	45,600	Crack Sealing	60,000
Crack Sealing	60,000	Pavement Marking	20,000
Pavement Marking	20,000	Material Testing	15,000
Material Testing	15,000		<u>1,100,400</u>
	<u>755,700</u>		

**VILLAGE OF BURR RIDGE
SIDEWALK/PATHWAY FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	328,466	342,566	448,806	372,506	350,746	-299,414	-450,204	-603,804
Total Revenues	74,838	304,543	38,330	65,540	109,320	9,510	9,700	9,890
Total Expenditures	60,737	198,303	114,630	87,300	759,480	160,300	163,300	166,300
Net Increase (Decrease) In Fund Balance	14,100	106,240	-76,300	-21,760	-650,160	-150,790	-153,600	-156,410
Available Reserves - April 30	342,566	448,806	372,506	350,746	-299,414	-450,204	-603,804	-760,214

Estimated Reserves May 1, 2020

372,506

Estimated Revenues:

Intergovernmental	0
Miscellaneous Revenues	65,540
Transfers	0

Total Estimated Revenues

65,540

Estimated Expenditures:

Capital Outlay	86,500
Other Expenditures	800

Total Estimated Expenditures

87,300

Net Increase (Decrease)

-21,760

Estimated Reserves April 30, 2021

350,746

32 Sidewalks/Pathway Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
33 Intergovernmental										
3320 State Grants	0	0	0	100,000	0		100,000	0	0	0
Total Intergovernmental	0	0	0	100,000	0		100,000	0	0	0
37 Miscellaneous Revenues										
3700 Interest Income	10,729	10,918	9,830	5,000	9,140	82.8%	9,320	9,510	9,700	9,890
3710 Donations	14,109	163,625	28,500	33,215	56,400	69.8%	0	0	0	0
Total Miscellaneous Revenues	24,838	174,543	38,330	38,215	65,540	71.5%	9,320	9,510	9,700	9,890
39 Transfers										
3910 Transfers From General Fund	50,000	130,000	0	125,000	0		0	0	0	0
Total Transfers	50,000	130,000	0	125,000	0		0	0	0	0
Total Revenues	74,838	304,543	38,330	263,215	65,540	-75.1%	109,320	9,510	9,700	9,890

32 Sidewalks/Pathway Fund
8020 Sidewalks/Pathway

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
70 Capital Outlay										
7052 Sidewalk/Pathway Projects	47,736	197,540	114,030	823,005	0		728,680	148,000	151,000	154,000
7053 Sidewalk/Pathway Maint Project	12,201	0	0	69,000	86,500	25.4%	30,000	11,500	11,500	11,500
Total Capital Outlay	59,937	197,540	114,030	892,005	86,500	-90.3%	758,680	159,500	162,500	165,500
80 Other Expenditures										
8040 Bank/Investment Fees	800	762	600	800	800	0.0%	800	800	800	800
Total Other Expenditures	800	762	600	800	800	0.0%	800	800	800	800
Total Sidewalks/Pathway	60,737	198,303	114,630	892,805	87,300	-90.2%	759,480	160,300	163,300	166,300

32 Sidewalks/Pathway Fund

VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Sidewalk/Pathway Projects	19-20 Est. Act.	19-20 Budget	20-21 Budget	21-22 Project.
<u>CLR Longwood to Katherine Legge Park (east side):</u>				
Phase II engineering				
Construction engineering *	52,780	95,700	0	44,630
Construction (less STP Grant \$284,000) *	12,650	513,610	0	420,750
<u>German Church Road sidewalk ext. (Greystone Ct. to CLR):</u>				
Construction (local match)	26,052	25,925		
<u>Garfield Avenue Connection (1)</u>				
Engineering	22,548	8,300	0	19,000
Construction (defer) *	0	99,300	0	99,300
<u>8600-8670 County Line Road Connection</u>				
Phase II engineering	0	18,000		
Construction	0	62,170		
<u>Asphalt Pathway Replacement (81st Street, 79th Street)</u>				
Engineering			0	
Construction			0	
<u>Asphalt Pathway Replacement</u>				
Engineering				15,000
Construction				130,000
Total	114,030	823,005	0	728,680

(1) Garfield Ave Connection costs to be 31% reimbursed from Village of Willowbrook.

*Defer project in FY20-21 for further review due to pandemic

Sidewalk/Pathway Maintenance Projects

\$11,500 budgeted sidewalk/pathway maintenance as part of annual program to address trip hazards, ADA ramps, etc.

- FY19-20 includes repair of retaining walls at CLR & 87th St., and 91st St. east of Enclave Dr., [Est. 58,000]

- FY20-21 includes

- repair of retaining walls at CLR & 87th (\$68,000)

- repair and paint pedestrian bridges (\$18,500)

State Grant Revenue

DCEO Grant for Garfield Street Sidewalk \$100,000.

Project deferred in both FY 2019-20 and 2020-21

Donation Revenue

2019-20 Willow Ridge \$28,500

2020-21 Cottages of Drew \$56,040

**VILLAGE OF BURR RIDGE
EQUIPMENT REPLACEMENT FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	963,758	822,763	369,753	318,463	278,228	74,748	-236,792	-392,892
Total Revenues	160,729	10,918	9,830	9,140	9,320	9,510	9,700	9,890
Total Expenditures	301,723	463,928	61,120	49,375	212,800	321,050	165,800	108,800
Net Increase (Decrease)	-140,994	-453,010	-51,290	-40,235	-203,480	-311,540	-156,100	-98,910
Available Reserves - April 30	822,763	369,753	318,463	278,228	74,748	-236,792	-392,892	-491,802

Estimated Reserves May 1, 2020

318,463

Estimated Revenues:

Miscellaneous Revenues	9,140
Transfers	0

Total Estimated Revenues

9,140

Estimated Expenditures:

Capital Outlay	48,575
Other Expenditures	800

Total Estimated Expenditures

49,375

Net Increase (Decrease)

-40,235

Estimated Reserves April 30, 2021

278,228

33 Equipment Replacement Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
37 Miscellaneous Revenues										
3700 Interest Income	10,729	10,918	9,830	11,540	9,140	-20.8%	9,320	9,510	9,700	9,890
Total Miscellaneous Revenues	10,729	10,918	9,830	11,540	9,140	-20.8%	9,320	9,510	9,700	9,890
39 Transfers										
3910 Transfers From General Fund	150,000	0	0	50,000	0		0	0	0	0
Total Transfers	150,000	0	0	50,000	0		0	0	0	0
Total Revenues	160,729	10,918	9,830	61,540	9,140	-85.1%	9,320	9,510	9,700	9,890

33 Equipment Replacement Fund
8030 Equipment Replacement

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
70 Capital Outlay										
7000 Equipment	0	0	0	0	0		0	0	0	0
7020 Vehicles	300,923	463,165	60,520	111,200	48,575	-56.3%	212,000	320,250	165,000	108,000
Total Capital Outlay	300,923	463,165	60,520	111,200	48,575	-56.3%	212,000	320,250	165,000	108,000
80 Other Expenditures										
8040 Bank/Investment Fees	800	762	600	800	800	0.0%	800	800	800	800
Total Other Expenditures	800	762	600	800	800	0.0%	800	800	800	800
Total Equipment Replacement	301,723	463,928	61,120	112,000	49,375	-55.9%	212,800	321,050	165,800	108,800

VILLAGE OF BURR RIDGE
CAPITAL EQUIPMENT REPLACEMENT FUND REPLACEMENT SCHEDULE

Unit # Num	Vehicle Description	Department Assigned	Acquistion Date	Historical Cost	Replace Cycle	2019-20 Est. Actual	2019-20 Budget	2020-21 Budget	2021-22 Projected	2022-23 Projected	2023-24 Projected	2024-25 Projected	Future Years
16	2014 Ford Explorer (50G/50W)	Public Works	41,456	14,945	5						17,000		
17	2009 Ford Escape (50G/50W)	Public Works	39,895	11,767	5					15,000			
18	2011 Ford F-350 Utility Truck (50G/50W)	Public Works	40,940	28,249	10						57,000		
19	2006 Ford F250 4x4 Pickup Truck (50G/50W)	Public Works	38,838	9,936	10					29,250			
20	2014 John Deere Skid Steer Loader (50G/50W)	Public Works	41,834	25,950	10								30,000
22	2015 Ford F150 4x4 Pickup Truck	Public Works	42,248	28,850	10								30,000
23	2002 Navistar 4900 Dump Truck	Public Works	37,690	87,916	10				212,000				
24	2013 Ford Explorer-Build. Inspector (PD Transfer)	Comm Dev	41,395	16,880	5					3,000			
26	2017 Ford F-550 4WD Super Cab w/ Versalift Aerial Equip	Public Works	42,767	125,550	10								140,000
28	2001 Johnson 605 Sweeper	Public Works	37,130	137,500	10								0
29	2017 International 7400 Dump Truck	Public Works	42,746	155,954	10								215,000
30	2017 Ford F-550 4WD Reg Cab Dump Truck	Public Works	43,160	82,513	10								
31	2013 Ford F350 Dump Truck	Public Works	41,395	47,799	10							108,000	
32	2013 Navistar 7400 Dump Truck	Public Works	41,640	147,071	10								215,000
33	2004 Navistar 6 wheel Dump Truck (50G/50W)	Public Works	38,292	98,000	10	50,925	99,500	48,575					
34	2019 Ford F-550 4WD Reg Cab Dump Truck	Public Works	43,525	79,435	10								
35	2008 Navistar 2-Ton Dump Truck	Public Works	39,462	106,305	10					209,000			
37	2015 International 7400 Plow Truck	Public Works	42,317	135,915	10								215,000
39	2019 Peterbilt 348 Dump Truck	Public Works	43,525	82,513	10								
41	2019 Caterpillar Model 308E2 Mini Hydraulic Excavator	Public Works	43,437	58,866	15								
44	2018 Caterpillar Model 926M Wheel Loader	Public Works	43,081	65,000	15								
51	2003 New Holland Tractor Model TC45D	Public Works	37,886	19,226	15						58,000		
101	2013 Scag Sabre Tooth Mower	Public Works	41,358	14,441	5								15,000
102	2011 Kubota Mower	Public Works	40,756	11,665	5								16,000
103	2009 Mobark 14R Brush Chipper	Public Works	40,052	27,572	15								
105	2004 Ingersole-Rand Compressor, trailer (50G/50W)	Public Works	38,261	8,750	15								8,750
106	1995 Tennant 5700 Floor Scrubber	Public Works	34,700	8,714	15								
107	1998 Beaver Creek 1 axle trailer	Public Works	35,796	3,000	15	4,200	3,700						
108	2001 Ready Haul trailer	Public Works	38,292	6,000	15								7,500
109	1994 Beaver Creek 2 axle trailer	Public Works	43,191	3,500	15								
110	2004 Arrowboard trailer	Public Works	37,987	5,000	15	5,395	8,000						
111	2004 Water tank trailer	Public Works	37,987	5,000	15								7,500
PD10	2015 Ford Interceptor Sedan (#1510)	Police	42,177	26,024	5					32,000			
PD01	2017 Ford SUV (#1701)	Police	42,867	30,285	5						33,000		
PD08	2015 Ford Escape (#1508)	Police	42,177	24,100	5					32,000			
PD15	2013 Ford Interceptor-Sedan (#1315)	Police	41,578	25,384	5				0				
Total				1,765,574		60,520	111,200	48,575	212,000	320,250	165,000	108,000	899,750

The following vehicles are funded in the Water and Sewer Funds

Unit # Num	Vehicle Description	Department Assigned	Acquistion Date	Historical Cost	Replace Cycle	2019-20 Est. Actual	2019-20 Budget	2020-21 Budget	2021-22 Projected	2022-23 Projected	2023-24 Projected	2024-25 Projected	Future Years
50	2000 Ford F-350 Pickup Truck		36,647	11,767	10		55,500	57,570					
19	2006 Ford F250 4x4 Pickup Truck (50G/50W)		38,838	9,936	10				29,250				
105	2004 Ingersole-Rand Compressor, trailer (50G/50W)		38,261	8,750	15								
20	2014 John Deere Skid Steer Loader (50G/50W)		41,834	25,950	10							54,800	
25	2005 F-150 (100 W)		38,749	25,000	10				56,600				
16	2014 Ford Explorer (50G/50W)		41,456	15,000	5					17,000	0		
17	2009 Ford Escape (50G/50W)		39,895	11,767	10				15,000				
33	2004 Navistar 6 wheel Dump Truck (50G/50W)												
36	2019 Ford F-150 4x4 Pickup Truck w/ Utility Body		43,525	22,000	10	50,925	99,500	48,575					
104	2005 Pipehunter Jetter, trailer (100 Sewer)		38,961	67,000	15								75,000
18	2011 Ford F-350 Utility Truck (50G/50W)		40,940	28,249	10					57,000			30,000
21	2014 Ford F-350 Utility Truck (100W)		41,487	35,963	10						116,000		
42	2013 Case Backhoe Model 590		41,518	130,000	15							192,000	
112	2015 Redi-Haul Flatbed Trailer		42,107	10,727	10								15,000
Total				390,341		50,925	155,000	106,145	100,850	74,000	116,000	246,800	120,000

*Items deferred until further review in FY20-21 due to pandemic

VILLAGE OF BURR RIDGE
STORM WATER MANAGEMENT FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	107,493	271,516	52,259	-13,486	469	-317,201	-307,391	-297,091
Total Revenues	195,349	111,809	22,380	78,255	24,740	25,230	25,730	26,250
Total Expenditures	31,326	331,066	88,125	64,300	342,410	15,420	15,430	15,440
Net Increase (Decrease)	164,023	-219,257	-65,745	13,955	-317,670	9,810	10,300	10,810
Available Reserves - April 30	271,516	52,259	-13,486	469	-317,201	-307,391	-297,091	-286,281

Estimated Reserves May 1, 2020

-13,486

Estimated Revenues:

Miscellaneous Revenues	78,255
Transfers	0

Total Estimated Revenues

78,255

Estimated Expenditures:

Capital Outlay	63,900
Other Expenditures	400

Total Estimated Expenditures

64,300

Net Increase (Decrease)

13,955

Estimated Reserves April 30, 2021

469

34 Storm Water Management Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
37 Miscellaneous Revenues										
3700 Interest Income	5,364	5,459	4,900	6,000	4,560	-24.0%	4,650	4,740	4,830	4,930
3795 Other Revenue	14,985	26,350	17,480	30,000	73,695	145.7%	20,090	20,490	20,900	21,320
Total Miscellaneous Revenues	20,349	31,809	22,380	36,000	78,255	117.4%	24,740	25,230	25,730	26,250
39 Transfers										
3910 Transfers From General Fund	175,000	80,000	0	0	0		0	0	0	0
Total Transfers	175,000	80,000	0	0	0		0	0	0	0
Total Revenues	195,349	111,809	22,380	36,000	78,255	117.4%	24,740	25,230	25,730	26,250

34 Storm Water Management Fund
8040 Storm Water Management

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
70 Capital Outlay										
7051 Storm Water Management	30,926	330,685	87,825	61,700	63,900	3.6%	342,000	15,000	15,000	15,000
Total Capital Outlay	30,926	330,685	87,825	61,700	63,900	3.6%	342,000	15,000	15,000	15,000
80 Other Expenditures										
8040 Bank/Investment Fees	400	381	300	400	400	0.0%	410	420	430	440
Total Other Expenditures	400	381	300	400	400	0.0%	410	420	430	440
Total Storm Water Management	31,326	331,066	88,125	62,100	64,300	3.5%	342,410	15,420	15,430	15,440

34 Storm Water Management Fund**VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021****Notes**

Storm Water Management	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Windsor Pond bi-annual burn	2,800	2,800	0
IEPA Minimum Measures by IGA	270	5,000	5,000
Miscellaneous/emergency maintenance	45,495	0	0
Chloride Variance, DRSCWG/LDWG	6,878	6,900	6,900
Ravine Stabilization at Oak Hill Ct/94th St	2,382	12,000	0
Elm St. Culvert Engineering	30,000	35,000	52,000
Elm St. Culvert Replacement (project deferred) *			0
	87,825	61,700	63,900

*Items deferred until further review in FY20-21 due to pandemic

- FY19-20: NPDES fee is waived with Joint Program through DuPage County.
- Enhancement Area Monitoring includes Waterview Est. and Stone Creek Est.
- IGA executed October 2017 with DuPage County.
- FY19-20: Carry-over invoices for Deer Path Tr. outfall at CLR

Transfers From General Fund

No transfers of General Fund surplus are budgeted for FY19-20 or FY 20-21.

**VILLAGE OF BURR RIDGE
DEBT SERVICE FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	3,003,008	4,796,154	4,782,088	4,757,698	4,724,608	4,715,858	-1,262,892	-1,262,892
Total Revenues	2,047,693	160,395	102,860	95,660	120,000	120,000	0	0
Total Expenditures	254,547	174,461	127,250	128,750	128,750	6,098,750	0	0
Net Increase (Decrease)	1,793,146	-14,066	-24,390	-33,090	-8,750	-5,978,750	0	0
Available Reserves - April 30	4,796,154	4,782,088	4,757,698	4,724,608	4,715,858	-1,262,892	-1,262,892	-1,262,892

Estimated Reserves May 1, 2020

4,757,698

Estimated Revenues:

Taxes	0
Miscellaneous Revenues	95,660
Other	0
Transfers	0

Total Estimated Revenues

95,660

Estimated Expenditures:

Other Expenditures	128,750
--------------------	---------

Total Estimated Expenditures

128,750

Net Increase (Decrease)

-33,090

Estimated Reserves April 30, 2021

4,724,608

41 Debt Service Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
30 Taxes										
3000 General Property Tax	0	0	0	0	0		0	0	0	0
Total Taxes	0	0	0	0	0		0	0	0	0
37 Miscellaneous Revenues										
3700 Interest Income	107,271	114,635	102,860	120,000	95,660	-20.3%	120,000	120,000	0	0
Total Miscellaneous Revenues	107,271	114,635	102,860	120,000	95,660	-20.3%	120,000	120,000	0	0
38 Other										
3800 Proceeds From Sale of Assets	1,894,507	0	0	0	0		0	0	0	0
Total Other	1,894,507	0	0	0	0		0	0	0	0
39 Transfers										
3923 Transfer From Hotel/Motel Tax	45,915	45,760	0	0	0		0	0	0	0
Total Transfers	45,915	45,760	0	0	0		0	0	0	0
Total Revenues	2,047,693	160,395	102,860	120,000	95,660	-20.3%	120,000	120,000	0	0

41 Debt Service Fund
4030 Debt Service

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
80 Other Expenditures										
8040 Bank/Investment Fees	99,325	9,298	7,850	11,350	9,350	-17.6%	9,350	9,350	0	0
8064 Principal-G.O. Series 2003	0	0	0	0	0		0	0	0	0
8074 Interest-G.O. Series 2003	0	0	0	0	0		0	0	0	0
8110 Principal-Hotel/Motel Install	42,920	44,430	0	0	0		0	0	0	0
8111 Interest-Hotel/Motel Install	2,992	1,333	0	0	0		0	0	0	0
8115 Interest-Debt Crt Series 2012	51,931	0	0	0	0		0	0	0	0
8116 Principal-Debt Crt Series 2017	0	0	0	0	0		0	5,970,000	0	0
8117 Interest-Debt Crt Series 2017	57,378	119,400	119,400	119,400	119,400	0.0%	119,400	119,400	0	0
Total Other Expenditures	254,547	174,461	127,250	130,750	128,750	-1.5%	128,750	6,098,750	0	0
Total Debt Service	254,547	174,461	127,250	130,750	128,750	-1.5%	128,750	6,098,750	0	0

41 Debt Service Fund

VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Refunding Debt Certificate Series 2017					
Fiscal Year	Principal	Interest		Total Interest	Total Debt Service
		June	Dec		
2017-18		0	57,378	57,378	57,378
2018-19		59,700	59,700	119,400	119,400
2019-20		59,700	59,700	119,400	119,400
2020-21		59,700	59,700	119,400	119,400
2021-22		59,700	59,700	119,400	119,400
2022-23	5,970,000	59,700	59,700	119,400	6,089,400
	5,970,000			654,378	6,624,378

Police Station Funding

- The 2017 issue is the refinancing of Debt Certificate Series 2012.
- \$2.8 million was transferred in from the General Fund (\$800K) and the Water Fund (\$2.0M).
- \$1.9 million added to the fund from the sale of the Pump Center property.
- Reserves in the fund provide Interest Earnings to pay bond Interest Expense.
- Reserves will be used to pay off the Principal of the bonds.

Legal Debt Margin

Equalized assessed valuation (2018 actual)	<u>\$1,200,129,008</u>
Statutory debt limitation (8.625% of EAV)	\$103,511,127
Less amount of debt applicable to debt limit:	
General Obligation Refunding Bond Series 2017	<u>\$5,970,000</u>
Legal Debt Margin	<u>\$97,541,127</u>

- The Village of Burr Ridge is a non-home rule community, subject to the statutory debt limit of 8.625 percent of equalized assessed value as set forth in Code.

**VILLAGE OF BURR RIDGE
WATER FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	1,817,625	1,646,006	1,838,262	1,064,067	1,636,527	-304,133	597,287	2,107,817
Total Revenues	5,090,196	5,330,390	5,384,865	6,523,880	6,917,150	7,432,080	7,439,030	7,447,190
Total Expenditures	5,261,814	5,138,135	6,159,060	5,951,420	8,857,810	6,530,660	5,928,500	6,657,710
Net Increase (Decrease)	-171,619	192,256	-774,195	572,460	-1,940,660	901,420	1,510,530	789,480
Available Reserves - April 30	1,646,006	1,838,262	1,064,067	1,636,527	-304,133	597,287	2,107,817	2,897,297

Estimated Reserves May 1, 2020

1,064,067

Estimated Revenues:

Intergovernmental	81,000
Charges For Services	6,310,770
Miscellaneous Revenues	132,110

Total Estimated Revenues

6,523,880

Estimated Expenditures:

Personnel Services	913,435
Contractual Services	828,725
Commodities	3,774,580
Capital Outlay	224,570
Other Expenditures	8,000
Transfers	202,110

Total Estimated Expenditures

5,951,420

Net Increase (Decrease)

572,460

Estimated Reserves April 30, 2021

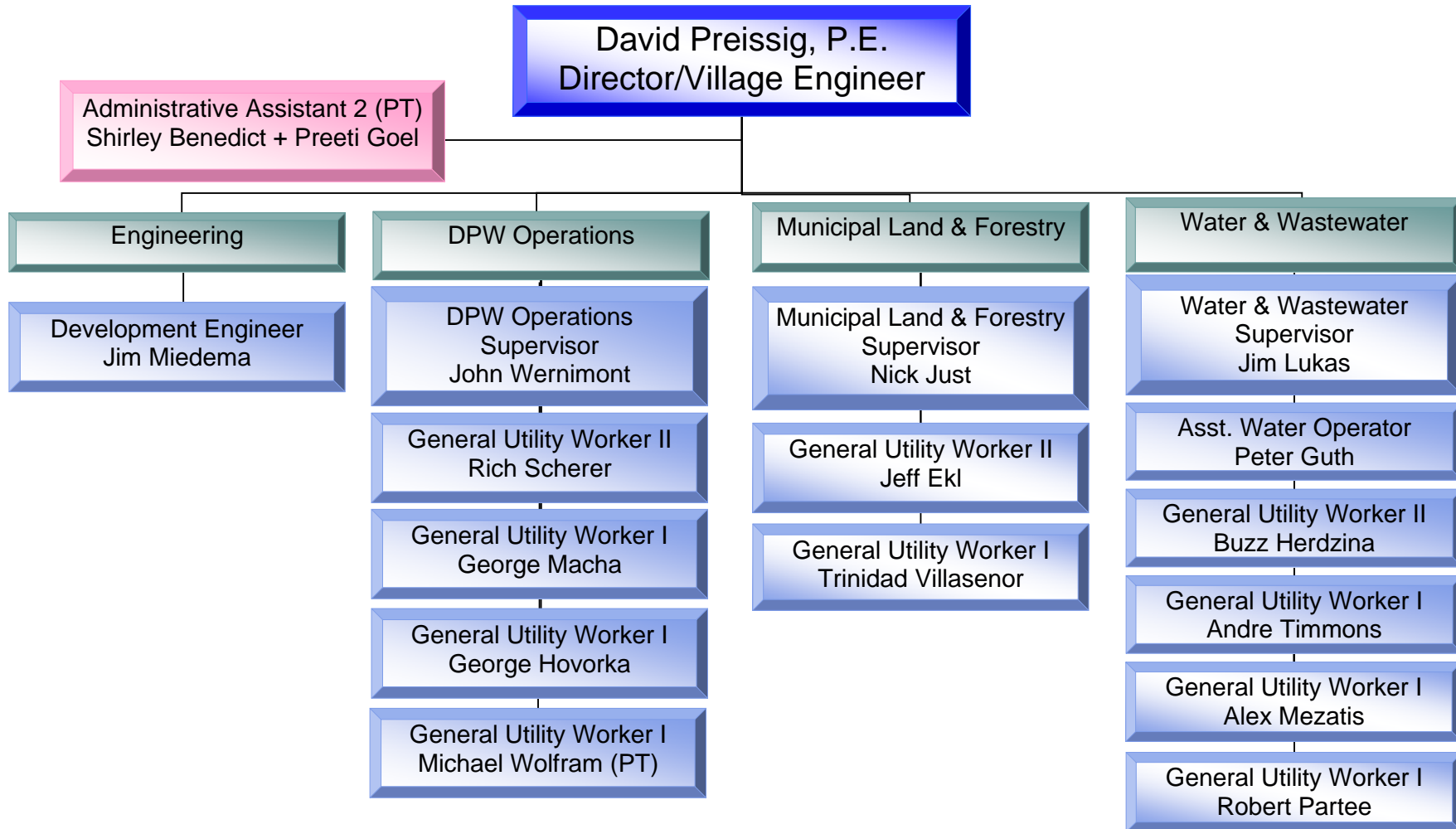
1,636,527

51 Water Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Revenue Budget	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
33 Intergovernmental										
3325 Federal Grants		0	0	0	81,000		0	0	0	0
Total Intergovernmental		0	0	0	81,000		0	0	0	0
34 Charges For Services										
3430 Water Sales	4,785,130	4,970,080	5,084,180	5,802,020	6,147,390	6.0%	6,614,110	7,121,290	7,120,290	7,120,290
3434 Tap-Ons	49,270	85,769	65,625	75,170	67,590	-10.1%	69,620	71,710	73,860	76,080
3435 Water Meter Sales	17,016	36,417	38,430	28,325	39,580	39.7%	40,770	41,990	43,250	44,550
3436 Water Penalties	32,367	43,087	36,780	44,070	37,880	-14.0%	39,020	40,190	41,400	42,640
3437 Water Use	24,150	14,404	17,800	18,290	18,330	0.2%	18,880	19,450	20,030	20,630
Total Charges For Services	4,907,933	5,149,757	5,242,815	5,967,875	6,310,770	5.7%	6,782,400	7,294,630	7,298,830	7,304,190
37 Miscellaneous Revenues										
3700 Interest Income	158,259	158,305	142,050	170,000	132,110	-22.3%	134,750	137,450	140,200	143,000
3710 Donations	0	1,000	0	0	0		0	0	0	0
3795 Other Revenues	24,004	21,329	0	30,000	0		0	0	0	0
Total Miscellaneous Revenues	182,263	180,634	142,050	200,000	132,110	-33.9%	134,750	137,450	140,200	143,000
Total Revenues	5,090,196	5,330,390	5,384,865	6,167,875	6,523,880	5.8%	6,917,150	7,432,080	7,439,030	7,447,190

VILLAGE OF BURR RIDGE PUBLIC WORKS DEPARTMENT



51 Water Fund
6030 Water Operations

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4001 Salaries Full-time	578,190	618,701	633,290	636,515	586,230	-7.9%	605,780	626,100	647,610	669,035
4002 Salaries Part-Time	21,410	12,944	17,390	15,030	23,580	56.9%	24,470	25,655	26,625	27,390
4003 Salaries Overtime	51,551	36,477	52,165	61,700	64,080	3.9%	65,360	66,670	68,000	69,360
4011 IMRF Contribution	71,383	70,880	76,200	73,850	76,725	3.9%	80,750	85,405	89,710	94,410
4012 FICA/Medicare Taxes	47,788	49,880	53,345	54,385	55,675	2.4%	57,680	59,850	62,040	64,185
4030 Health/Life Insurance	87,713	85,670	86,500	84,935	90,980	7.1%	92,800	94,655	96,545	98,480
4032 Uniform Allowance	6,412	8,687	8,270	8,950	9,400	5.0%	9,400	9,400	9,400	9,400
4040 Due & Subscriptions	2,446	2,295	2,380	2,595	2,475	-4.6%	2,500	2,500	2,500	2,500
4041 Employee Recruitment Expense	0	115	120	500	500	0.0%	500	500	500	500
4042 Training & Travel Expense	1,774	348	2,480	3,790	3,790	0.0%	3,800	3,800	3,800	3,800
Total Personnel Services	868,668	885,998	932,140	942,250	913,435	-3.1%	943,040	974,535	1,006,730	1,039,060
50 Contractual Services										
5020 Professional Services	19,771	23,403	26,605	23,000	23,000	0.0%	23,460	23,930	24,410	24,900
5025 Postage	5,608	10,071	11,915	12,080	7,620	-36.9%	7,770	7,920	8,080	8,240
5030 Telephone	20,435	23,637	25,800	22,185	11,615	-47.6%	11,850	12,080	12,320	12,560
5040 Printing	0	61	250	1,000	1,000	0.0%	1,000	1,000	1,000	1,000
5050 Maintenance-Equipment	15,535	6,834	6,010	24,600	25,100	2.0%	10,000	10,000	10,000	10,000
5051 Maintenance-Vehicles	766	5,315	3,740	5,000	5,000	0.0%	5,100	5,200	5,300	5,400
5052 Maintenance-Buildings	4,930	4,808	6,025	7,110	7,110	0.0%	7,250	7,400	7,550	7,700
5067 Maintenance-Distribution System	132,855	88,856	119,410	178,500	220,000	23.2%	1,175,600	699,200	136,900	148,600
5070 Engineering Services	0	49,757	206,270	276,000	378,000	37.0%	92,000	185,000	110,000	100,000
5080 Utilities	68,723	69,260	69,135	80,000	80,000	0.0%	80,000	81,600	83,230	84,900
5081 Insurance	47,255	0	47,240	48,940	50,710	3.6%	51,730	52,760	53,820	54,890
5085 Rentals	3,862	1,745	100	500	500	0.0%	500	500	500	500
5095 Other Contractual Services	17,076	18,092	18,670	18,670	19,070	2.1%	19,450	19,840	20,240	20,640
Total Contractual Services	336,814	301,839	541,170	697,585	828,725	18.8%	1,485,710	1,106,430	473,350	479,330
60 Commodities										
6000 Office Supplies	21	0	120	600	600	0.0%	600	600	600	600
6010 Operating Supplies	35,348	33,241	24,980	37,800	37,800	0.0%	38,560	39,330	40,120	40,920
6020 Gasoline & Oil	8,603	9,568	9,090	9,300	9,930	6.8%	10,090	10,405	10,610	10,830
6040 Supplies-Equipment	50,492	47,676	32,140	41,500	41,500	0.0%	41,500	41,500	41,500	41,500
6041 Supplies-Vehicles	436	0	550	1,000	1,000	0.0%	1,000	1,000	1,000	1,000

51 Water Fund
6030 Water Operations

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
6070 Water Purchases	3,742,550	3,608,110	3,342,300	3,646,020	3,683,750	1.0%	3,707,690	3,527,990	3,574,120	3,628,780
Total Commodities	3,837,451	3,698,596	3,409,180	3,736,220	3,774,580	1.0%	3,799,440	3,620,825	3,667,950	3,723,630
70 Capital Outlay										
7000 Equipment	97,468	18,331	23,230	51,000	45,500	-10.8%	45,000	45,000	45,000	45,000
7010 Improvements	0	62,183	1,029,065	909,000	22,000	-97.6%	2,240,000	480,000	390,000	900,000
7020 Vehicles	0	48,833	50,925	155,000	106,145	-31.5%	100,850	74,000	116,000	246,800
Total Capital Outlay	97,468	129,347	1,103,220	1,115,000	173,645	-84.4%	2,385,850	599,000	551,000	1,191,800
80 Other Expenditures										
8040 Bank/Investment Fees	11,915	11,055	7,700	11,000	8,000	-27.3%	8,000	8,000	8,000	8,000
Total Other Expenditures	11,915	11,055	7,700	11,000	8,000	-27.3%	8,000	8,000	8,000	8,000
90 Transfers										
9061 Transfer To Info Tech Fund	109,500	111,300	165,650	165,650	202,110	22.0%	235,770	221,870	221,470	215,890
Total Transfers	109,500	111,300	165,650	165,650	202,110	22.0%	235,770	221,870	221,470	215,890
Total Water Operations	5,261,814	5,138,135	6,159,060	6,667,705	5,900,495	-11.5%	8,857,810	6,530,660	5,928,500	6,657,710

51 Water Fund
6030 Water Operations

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Salaries	Fund Allocation		
	General	Water	Sewer
Position			
Public Works Dir/Village Engr	50%	40%	10%
<i>Engineering</i>			
Project Engineer	50%	40%	10%
<i>Operations</i>			
Operations Supervisor	50%	25%	25%
1-General Utility Worker II	100%	0%	0%
1-General Utility Worker I	50%	40%	10%
1-General Utility Worker I	100%	0%	0%
<i>Forestry & Grounds</i>			
Village Arborist	100%	0%	0%
1-General Utility Worker II	100%	0%	0%
1-General Utility Worker I	100%	0%	0%
<i>Water & Wastewater</i>			
Crew Leader Water & Sewer	0%	75%	25%
1-Assistant Water Operator	0%	75%	25%
1-General Utility Worker II	0%	75%	25%
1-General Utility Worker I	0%	100%	0%
2-General Utility Worker I	0%	100%	0%
1-General Utility Worker I	0%	0%	100%

Training & Travel Expense	19-20	19-20	20-21
	Est. Act	Budget	Budget
Continuing Educ. PE License	200	500	500
Water Operators Training*	2,065	3,000	3,000
MCWWA Meetings	175	250	250
Water license renewal **	40	40	40
Water license class	0	0	0
	2,480	3,790	3,790

* Continuing education for all water operators.

** Class C Water Supply Operators Licenses renewed every 3 years:
Dir. 7/1/20; Superv. 7/1/19, Asst. Op. 7/1/21, GU2 & GU1 7/1/21

Telephone	19-20	19-20	20-21
	Est. Act	Budget	Budget
Monthly Phone Service	8,470	6,370	2,550
Data Line/Modem	0	2,560	0
Well Monitor Line	8,000	7,000	3,665
Verizon (17)	8,630	6,255	5,400
	25,100	22,185	11,615

Data lines reduced due to change to cellular modems.
Negotiated rate to reduce costs of Well Monitor Line.

Dues & Subscriptions	19-20	19-20	20-21
	Est. Act	Budget	Budget
MCWWA Annual Membership (7)	175	175	175
AWWA Annual Membership (3)	2,110	2,270	2,150
Publications/Misc	95	150	150
	2,380	2,595	2,475

Uniforms	19-20	19-20	20-21
	Est. Act	Budget	Budget
Uniform Rental	4,270	4,580	4,580
Safety Shoes	750	750	1,200
Short Sleeve Shirts	630	700	700
Rainwear & Hip Boots	315	350	350
Coveralls	805	900	900
Jackets	360	400	400
Winter Coats	180	200	200
Safety Equipment	760	845	845
Hats	90	100	100
T-Shirts	70	80	80
Miscellaneous	40	45	45
Total	8,270	8,950	9,400

- Safety equipment: hard hats, vests, boots, hearing protection, glasses, gloves.
- Uniform rental costs split: General (41%), Water (45%), and Sewer (14%) Fund.
- Uniform contract expires 10/2024 with rates unchanged each year.

Professional Services	19-20	19-20	20-21
	Est. Act	Budget	Budget
Water Lab Testing Services	5,815	6,000	6,000
IEPA standby well sampling	120	500	500
IEPA stage 2 DBP testing	1,670	2,000	2,000
Meter Testing	50	2,000	2,000
Leak Detection	6,170	5,000	5,000
JULIE	5,995	6,000	6,000
Miscellaneous *	6,290	1,000	1,000
Backflow prevention monitoring	495	500	500
	26,605	23,000	23,000

- Copper and lead testing required every 3 years (next due Sep 2020)
- Standby well sampling is IEPA required every 3 years (next due Feb 2022)

* FY19-20, Miscellaneous: Verizon Private Network switchover, Sikich AFD Transition Svcs

51 Water Fund
6030 Water Operations

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Engineering Services	19-20 Est. Act	19-20 Budget	20-21 Budget	21-22 Project	22-23 Project	23-24 Project	24-25 Project
Hinsdale Interconnect Engineering ⁽¹⁾					50,000		
PC A/C & Pump 4 Replace. Feasibility ⁽²⁾				12,000			
I-294 Owners Engineering ⁽³⁾	38,855	6,500	40,000				
CLR & Carriage Way Subdiv. WM Phase I	68,835	64,000					
CLR & Carriage Way Subdiv. WM Phase II	98,580	108,000	110,000				
N. Water Tower Rehab. Engineering	0	58,500	58,000				
S. Water Tower Rehab. Engineering				56,000			
Water Distribution Model & Security Report	0	39,000	110,000				
KLM Park Water Main Connection			60,000				
89th Extension (Survey)				24,000			
Meadowbrook Place Extension Design					25,000		
Misc. WM Replacement Project Design					110,000	110,000	100,000
	206,270	276,000	378,000	92,000	185,000	110,000	100,000

(1) Pending results of Water Model, if necessary

(2) Deferred to FY21-22, awaiting ComEd grant opportunity

(3) For coordination on Bedford Park main. Other expenses shared with Capital Imp. (31-8010-70-7010).

Insurance

- IRMA contribution paid from 80% General Fund and 20% Water Fund.

- FY 2019-20 the Village has available IRMA excess surplus of \$576,301

- Budget is a 5 year revenue base average which the IRMA rate is based.

Fiscal Year	Premium	Deductible	General Fund	Water Fund
2019-20 Est. Actual	236,200	20,000	208,960	47,240
2020-21 Budget	253,570	20,000	0	50,710
2021-22 Project	258,640	20,000	226,910	51,730
2022-23 Project	263,810	20,000	231,050	52,760
2023-24 Project	269,090	20,000	235,270	53,820
2024-25 Project	274,470	20,000	239,580	54,890

Maintenance-Distribution System	19-20 Est. Act	19-20 Budget	20-21 Budget	21-22 Project	22-23 Project	23-24 Project	24-25 Project
Water main/hydrant repairs	43,510	50,000	50,000	50,000	50,000	50,000	50,000
Pavement patching	15,725	20,000	20,000	20,000	20,000	20,000	20,000
Excavation Spoil Removal	16,630	15,000	16,000	15,000	15,000	15,000	15,000
Cathodic protection maintenance	1,685	2,000	2,000	2,000	2,000	2,000	2,000
Water Tower Cleaning (North)	8,000	8,000					
Water Tower Cleaning (South)	4,000		0				
Water Tower painting (North)				1,030,000			
Water Tower painting (South)					560,000		
Leak & Valve Assessment Reporting			28,000	29,000	22,000	19,000	30,000
PC Controls Upgrade	0	50,000	50,000				
Bedford Park Meter Replacement	15,000	15,000					
PC Reservoir Inspect/Cleaning	10,000	10,000					
North Water Tower Interior Inspect. (1)							
South Water Tower Interior Inspect. (1)	0	8,500					
Large Commercial Meter Repl.			25,000				
Fire Hydrants Sandblast & Paint	4,860		29,000	29,600	30,200	30,900	31,600
	119,410	178,500	220,000	1,175,600	699,200	136,900	148,600

- Available reserves in the fund will be used for unanticipated maintenance issues.

51 Water Fund
6030 Water Operations

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Water Purchases				Vehicle							
	19-20	19-20	20-21		19-20	19-20	20-21	21-22	22-23	23-24	24-25
	Est. Act	Budget	Budget		Est. Act	Budget	Budget	Project	Project	Project	Project
Village of Hinsdale	11,040	15,490	15,800	#16-'14 Ford Explorer*					17,000		
Bedford Park	3,331,260	3,630,530	3,667,950	#17-'09 Ford Escape*				15,000			
	3,342,300	3,646,020	3,683,750	#18-'11 Ford F350*					57,000		
- Chicago water rate increase expected June 1 by City ordinance, based on the CPI: Urban Wage Earners and Clerical Workers (Chicago All Items) published by the U.S. Bureau of Labor Statistics for 365-day period ending January 1.				#19-'06 Ford F150*				29,250			
				#20 2014 Deere skid steer*							54,800
				#21-'14 F350 Utility Truck						116,000	
				#25-'05 Ford F150				56,600			
				#33 2020 Peterbilt Dump Truck	50,925	99,500	48,575				
				#42 2013 Case 590 backhoe							192,000
				#50 2020 Ford F-250	0	55,500	57,570				
					50,925	155,000	106,145	100,850	74,000	116,000	246,800
				*50% Water 50% PW							
Equipment				Improvements							
	19-20	19-20	20-21		19-20	19-20	20-21	21-22	22-23	23-24	24-25
	Est. Act	Budget	Budget		Est. Act	Budget	Budget	Project	Project	Project	Project
Meters/valves (new construction)	8,230	10,000	10,000	CLR & Carriage Way Sub. Ph I	801,520	708,000					
Commercial meter replacements	4,000	30,000	30,000	Chasemoor Dr. WM Replacement	227,545	201,000					
Portable Water Analyzer	6,000	6,000	0	CLR & Carriage Way Sub. Ph II				1,600,000			
Copper Press Tool Kit	3,500	3,500	0	KLM Park WM Connection				325,000			
Cut-off Machine Saw	1,500	1,500	0	Transm. Main Interconnect w ith JWS				55,000			
Flagger Illumunation Equipment	0	0	5,500	Pump Center Reservoir Hatches			22,000				
	23,230	51,000	45,500	Hinsdale Interconnection ¹				100,000			
				PC Pump 4 replacement ²				160,000			
				89th WM extension					480,000		
				Meadow brook Drive WM ³						390,000	
				Misc. WM replacements							900,000
					1,029,065	909,000	22,000	2,240,000	480,000	390,000	900,000
Utilities				<p>- Available reserves in the fund w ill be used for unanticipated improvement issues.</p> <p>¹ Hinsdale interconnection/w atermain improvement is necessary to provide main isolation during w atermain breaks; deferred to coordinate w ith Hinsdale & Tollw ay.</p> <p>² After Bedford Park main relocation by Tollw ay. Includes HVAC replacement, & seeking grant assistance.</p> <p>³ Connects Meadow brook Place subdivision to existing main north at 8331 Meadow brook Dr.</p>							
	19-20	19-20	20-21								
	Est. Act	Budget	Budget								
Pump Center heating	1,285	2,000	2,000								
Pump Center electric ⁽¹⁾	52,025	60,500	60,500								
2MG Tank electric	1,910	2,500	2,500								
Wells electric	12,655	13,000	13,000								
Bedford Park sump electric	1,060	1,500	1,500								
Misc.	200	500	500								
	69,135	80,000	80,000								

(1) Contract award 04/2018 to Dynegy Energy through 05/2022
Rates locked at \$0.05835 /kWh

**VILLAGE OF BURR RIDGE
SEWER FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	1,624,596	1,675,112	1,796,362	1,931,892	1,833,507	1,888,427	1,953,027	2,024,542
Total Revenues	346,482	432,396	549,120	560,730	576,700	593,140	610,050	627,460
Total Expenditures	295,967	311,145	413,590	659,115	521,780	528,540	538,535	547,300
Net Increase (Decrease)	50,515	121,250	135,530	-98,385	54,920	64,600	71,515	80,160
Available Reserves - April 30	1,675,112	1,796,362	1,931,892	1,833,507	1,888,427	1,953,027	2,024,542	2,104,702

Estimated Reserves May 1, 2020

1,931,892

Estimated Revenues:

Charges For Services	519,740
Miscellaneous Revenues	40,990

Total Estimated Revenues

560,730

Estimated Expenditures:

Personnel Services	275,085
Contractual Services	24,050
Commodities	2,000
Capital Outlay	309,570
Other Expenditures	3,500
Transfers	44,910

Total Estimated Expenditures

659,115

Net Increase (Decrease)

-98,385

Estimated Reserves April 30, 2021

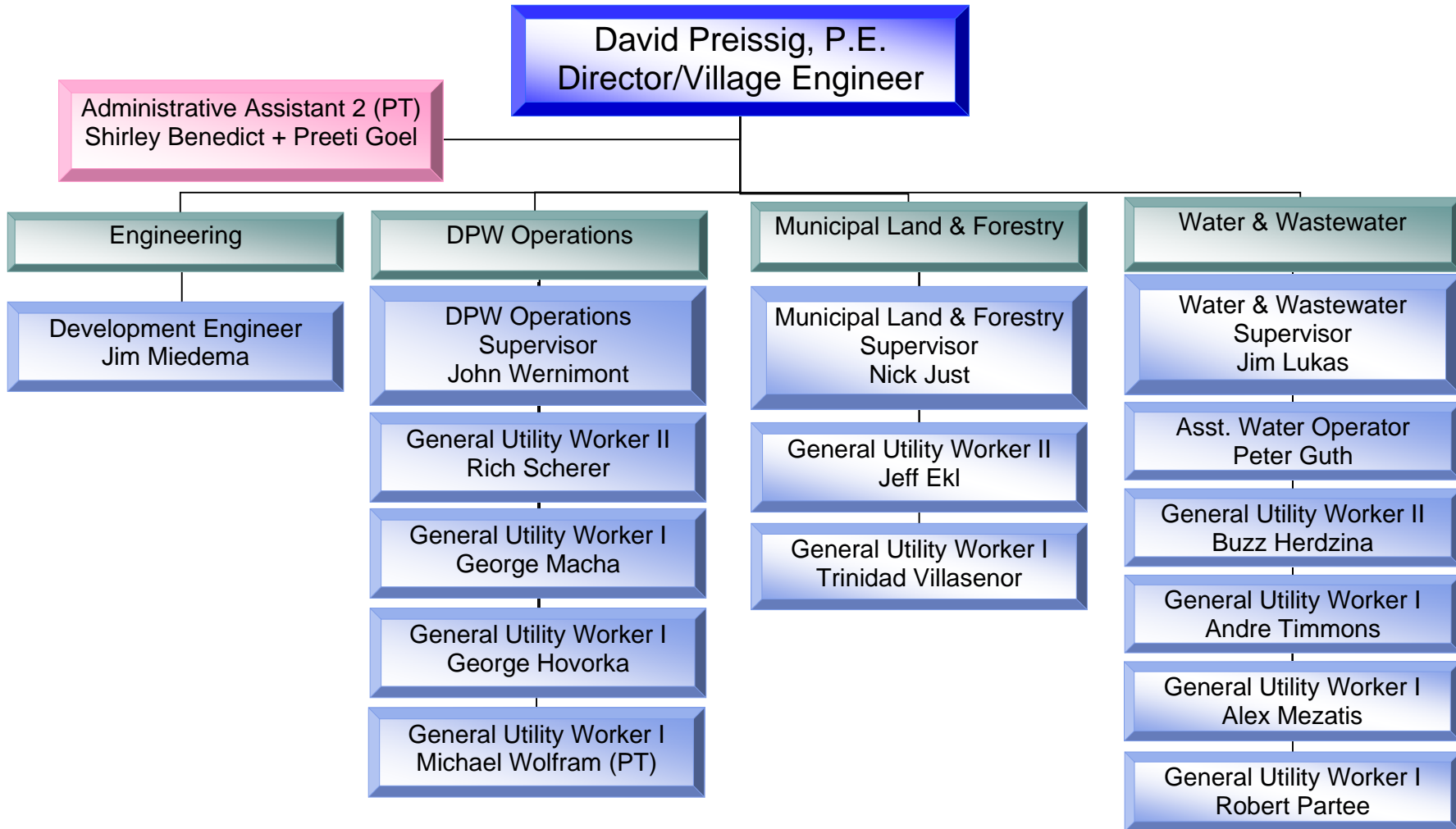
1,833,507

52 Sewer Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
34 Charges For Services										
3440 Sewer Sales	287,759	353,838	487,550	427,040	502,180	17.6%	517,250	532,770	548,750	565,210
3444 Tap-Ons	6,000	27,000	15,000	10,000	15,000	50.0%	15,000	15,000	15,000	15,000
3446 Sewer Penalties	1,753	2,429	2,490	2,270	2,560	12.8%	2,640	2,720	2,800	2,880
Total Charges For Services	295,512	383,268	505,040	439,310	519,740	18.3%	534,890	550,490	566,550	583,090
37 Miscellaneous Revenues										
3700 Interest Income	50,971	49,128	44,080	51,890	40,990	-21.0%	41,810	42,650	43,500	44,370
Total Miscellaneous Revenues	50,971	49,128	44,080	51,890	40,990	-21.0%	41,810	42,650	43,500	44,370
Total Revenues	346,482	432,396	549,120	491,200	560,730	14.2%	576,700	593,140	610,050	627,460

VILLAGE OF BURR RIDGE PUBLIC WORKS DEPARTMENT



52 Sewer Fund
6040 Sewer Operations

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4001 Salaries Full-time	175,188	187,295	193,920	194,705	196,915	1.1%	203,510	210,090	216,830	223,380
4002 Salaries Part-Time	2,719	3,236	4,350	3,755	5,895	57.0%	6,115	6,350	6,595	6,850
4003 Salaries Overtime	2,794	2,308	1,960	3,090	1,940	-37.2%	1,980	2,020	2,060	2,100
4011 IMRF Contribution	19,941	20,331	21,590	20,835	23,250	11.6%	24,520	25,835	27,210	28,610
4012 FICA/Medicare Taxes	13,262	14,266	15,230	15,365	15,900	3.5%	16,485	17,075	17,670	18,250
4030 Health/Life Insurance	26,571	25,851	27,385	27,160	28,425	4.7%	28,990	29,570	30,160	30,765
4032 Uniform Allowance	1,637	2,299	2,355	2,760	2,760	0.0%	2,760	2,760	2,760	2,815
Total Personnel Services	242,112	255,587	266,790	267,670	275,085	2.8%	284,360	293,700	303,285	312,770
50 Contractual Services										
5030 Telephone	1,143	1,143	1,210	1,140	650	-43.0%	660	680	700	720
5068 Maintenance-Utility System	14,506	15,667	31,495	17,320	17,000	-1.8%	17,340	17,690	18,040	18,400
5080 Utilities	4,368	5,836	6,285	5,500	6,400	16.4%	6,530	6,660	6,790	6,930
Total Contractual Services	20,017	22,646	38,990	23,960	24,050	0.4%	24,530	25,030	25,530	26,050
60 Commodities										
6010 Operating Supplies	2,232	826	1,400	1,500	1,500	0.0%	1,500	1,500	1,500	1,500
6040 Supplies-Equipment	207	835	300	500	500	0.0%	500	500	500	500
Total Commodities	2,440	1,661	1,700	2,000	2,000	0.0%	2,000	2,000	2,000	2,000
70 Capital Outlay										
7000 Equipment	116	0	800	10,840	49,570	357.3%	5,000	5,000	5,000	5,000
7010 Improvements	0	0	65,000	150,000	260,000	73.3%	150,000	150,000	150,000	150,000
Total Capital Outlay	116	0	65,800	160,840	309,570	92.5%	155,000	155,000	155,000	155,000
80 Other Expenditures										
8040 Bank/Investment Fees	3,912	3,431	3,500	3,500	3,500	0.0%	3,500	3,500	3,500	3,500
Total Other Expenditures	3,912	3,431	3,500	3,500	3,500	0.0%	3,500	3,500	3,500	3,500
90 Transfers										
9061 Transfer To Info Tech Fund	27,370	27,820	36,810	36,810	44,910	22.0%	52,390	49,310	49,220	47,980
Total Transfers	27,370	27,820	36,810	36,810	44,910	22.0%	52,390	49,310	49,220	47,980
Total Sewer Operations	295,967	311,145	413,590	494,780	659,115	33.2%	521,780	528,540	538,535	547,300

52 Sewer Fund
6040 Sewer Operations

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Salaries	Fund Allocation		
	General	Water	Sewer
Position			
Public Works Dir/Village Engr	50%	40%	10%
<i>Engineering</i>			
Project Engineer	50%	40%	10%
<i>Operations</i>			
Operations Supervisor	50%	25%	25%
1-General Utility Worker II	100%	0%	0%
1-General Utility Worker I	50%	40%	10%
1-General Utility Worker I	100%	0%	0%
<i>Forestry & Grounds</i>			
Village Arborist	100%	0%	0%
1-General Utility Worker II	100%	0%	0%
1-General Utility Worker I	100%	0%	0%
<i>Water & Wastewater</i>			
Crew Leader Water & Sewer	0%	75%	25%
1-Assistant Water Operator	0%	75%	25%
1-General Utility Worker II	0%	75%	25%
1-General Utility Worker I	0%	100%	0%
2-General Utility Worker I	0%	100%	0%
1-General Utility Worker I	0%	0%	100%

Uniforms	19-20	19-20	20-21
	Est. Act	Budget	Budget
Uniform Rental	1,195	1,410	1,410
Safety Shoes	300	375	375
Short Sleeve Shirts	155	250	250
Rainwear & Hip Boots	90	125	125
Coveralls	80	100	100
Jackets	285	175	175
Safety Equipment	210	255	255
Hats	15	30	30
T-Shirts	25	25	25
Miscellaneous	0	15	15
Total	2,355	2,760	2,760

- Safety equipment: hard hats, vests, steel toe boots, hearing protection, glasses, and gloves.
- Uniform rental: General (41%), Water (45%), and Sewer (14%) Fund.
- Uniform contract expires 10/2024

Maintenance-Utility System	19-20	19-20	20-21
	Est. Act	Budget	Budget
Lift Station Maintenance	9,775	10,320	10,000
Lift Station Repairs	21,720	4,000	4,000
Sewer Rodding/Repairs	0	3,000	3,000
	31,495	17,320	17,000

- Lift stations located at Highland Fields, Chasemoor and Arrowhead Farm

52 Sewer Fund
6040 Sewer Operations

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Utilities	19-20	19-20	20-21
	Est. Act	Budget	Budget
Electric	6,285	5,500	6,400
- Lift stations located at Chasemoor, Arrowhead and Highland Fields subdivisions.			

Equipment	19-20	19-20	20-21
	Est. Act	Budget	Budget
Jetter Accessories		1,000	1,000
Safety Equipment, IRMA	50	500	500
I & I Detection Equipment		0	500
Chain Pipe Cutter	750	840	
Commercial Washer & Dryer	0	8,500	10,570
Lift Station Portable Generator			37,000
	800	10,840	49,570

VILLAGE OF BURR RIDGE
INFORMATION TECHNOLOGY FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	367,970	340,001	320,254	256,719	57,709	178,274	274,064	344,989
Total Revenues	284,469	289,158	332,915	256,130	533,215	502,530	501,835	489,610
Total Expenditures	312,439	308,904	396,450	455,140	412,650	406,740	430,910	421,655
Net Increase (Decrease)	-27,970	-19,747	-63,535	-199,010	120,565	95,790	70,925	67,955
Available Reserves - April 30	340,001	320,254	256,719	57,709	178,274	274,064	344,989	412,944

Estimated Reserves May 1, 2020

256,719

Estimated Revenues:

Miscellaneous Revenues	9,110
Transfers	247,020

Total Estimated Revenues

256,130

Estimated Expenditures:

Personnel Services	18,060
Contractual Services	303,880
Commodities	20,000
Capital Outlay	112,500
Other Expenditures	700

Total Estimated Expenditures

455,140

Net Increase (Decrease)

-199,010

Estimated Reserves April 30, 2021

57,709

61 Information Technology Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
37 Miscellaneous Revenues										
3700 Interest Income	10,729	10,918	9,800	11,530	9,110	-21.0%	9,290	9,480	9,670	9,860
Total Miscellaneous Revenues	10,729	10,918	9,800	11,530	9,110	-21.0%	9,290	9,480	9,670	9,860
39 Transfers										
3910 Transfers From General Fund	136,870	139,120	120,655	120,655	0		235,765	221,870	221,475	215,880
3951 Transfers From Water Fund	109,500	111,300	165,650	165,650	202,110	22.0%	235,770	221,870	221,470	215,890
3952 Transfers From Sewer Fund	27,370	27,820	36,810	36,810	44,910	22.0%	52,390	49,310	49,220	47,980
Total Transfers	273,740	278,240	323,115	323,115	247,020	-23.6%	523,925	493,050	492,165	479,750
Total Revenues	284,469	289,158	332,915	334,645	256,130	-23.5%	533,215	502,530	501,835	489,610

61 Information Technology Fund
4040 Information Technology

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4002 Salaries Part-Time	7,692	0	6,000	6,000	6,000	0.0%	6,000	6,000	6,000	6,000
4040 Dues & Subscriptions	443	1,420	1,440	2,060	2,060	0.0%	2,100	2,145	2,185	2,220
4042 Training & Travel Expense	3,023	4,023	10,110	5,000	10,000	100.0%	10,000	10,000	10,000	10,000
Total Personnel Services	11,158	5,443	17,550	13,060	18,060	38.3%	18,100	18,145	18,185	18,220
50 Contractual Services										
5020 Other Professional Services	65,299	53,190	89,200	60,000	90,000	50.0%	90,000	90,000	90,000	90,000
5030 Telephone	1,915	456	480	480	480	0.0%	480	480	480	480
5050 Maintenance-Equipment	14,593	9,656	14,575	15,000	15,000	0.0%	15,000	15,000	15,000	15,000
5061 Data Processing Service	79,727	120,492	169,975	153,250	198,400	29.5%	202,370	206,415	210,545	214,755
Total Contractual Services	161,534	183,794	274,230	228,730	303,880	32.9%	307,850	311,895	316,025	320,235
60 Commodities										
6010 Operating Supplies	22,164	15,956	20,000	20,000	20,000	0.0%	20,000	20,000	20,000	20,000
Total Commodities	22,164	15,956	20,000	20,000	20,000	0.0%	20,000	20,000	20,000	20,000
70 Capital Outlay										
7000 Equipment	116,782	102,949	83,970	110,190	112,500	2.1%	66,000	56,000	76,000	62,500
Total Capital Outlay	116,782	102,949	83,970	110,190	112,500	2.1%	66,000	56,000	76,000	62,500
80 Other Expenditures										
8040 Bank/Investment Fees	800	762	700	800	700	-12.5%	700	700	700	700
Total Other Expenditures	800	762	700	800	700	-12.5%	700	700	700	700
Total Information Technology	312,439	308,904	396,450	372,780	455,140	22.1%	412,650	406,740	430,910	421,655

61 Information Technology Fund

VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Salaries Part-Time			
- Intern to assist with GIS development.			
Other Professional Services			
	19-20	19-20	20-21
	Est. Act.	Budget	Budget
IT & Phone Support-All Departments	59,200	60,000	60,000
Covid-19 Related Expenses	30,000		
Broadcast/Audio Visual Consultants	0	0	30,000
	89,200	60,000	90,000

Operating Supplies			
	19-20	19-20	20-21
	Budget	Budget	Budget
Printer Toner/Developer	10,000	13,000	10,000
Parts and Contingency	10,000	7,000	10,000
	20,000	20,000	20,000

Transfers						
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
	Budget	Budget	Project	Project	Project	Project
General Fund (45%) (1)	120,655	0	235,765	221,870	221,475	215,880
Water Fund (45%)	165,650	202,110	235,770	221,870	221,470	215,890
Sewer Fund (10%)	36,810	44,910	52,390	49,310	49,220	47,980
	323,115	247,020	523,925	493,050	492,165	479,750
IT Operations	267,590	146,535	403,650	397,740	421,910	412,655
IT Equip. Replacement	55,525	100,485	120,275	95,310	70,255	67,095

Data Processing Service			
	19-20	19-20	20-21
	Est. Act.	Budget	Budget
Village Wide			
BSA Systems	16,160	15,820	16,480
Microsoft Software Annual Licensing	12,845	12,845	12,845
Adobe Software Annual Licensing	1,550	1,550	1,550
LaserFiche	4,500	4,500	4,500
Cisco Phone System	2,590	2,400	2,640
Cylance Antivirus Cyber Security Support	4,320	4,800	4,410
FortiGate Firewall & EDR Cyber Security Support	3,500	6,700	3,570
Fortimail Email Cyber Security Support	3,500	3,500	3,570
VMWare Servers and Systems Annual Support	2,985	0	3,040
Solar Winds Network Monitoring	1,800	1,450	1,840
Cyber Security Detection and Response System	0	0	8,600
Cyber Security Awareness Training	0	0	3,600
Wireless Manager	0	520	0
MuniCode	0	0	3,700
Municode Meetings	0	0	4,000
Survey Monkey	385	320	390
Constant Contact	90	0	840
Como Web App System	640	640	650
GIS Development	41,685	40,000	40,000
ArcGis	2,725	2,810	2,780
AutoCAD Civil	4,150	4,150	4,230
Teamviewer-Pump Center	690	700	700
Contingency	1,655	2,000	2,000
Police			
Adjudication Software Licensing	0	0	22,940
Beast Evidence Annual Subscription	0	0	850
DuJis RMS	45,095	29,260	29,260
Power DMS-Policy	2,030	2,030	2,090
Power DMS-Standards and Assessments	450	450	450
Pace Scheduling	1,800	1,800	1,800
CJIS Transactions	325	325	325
Datacomm Complaints	450	460	460
eLineup	600	600	600
Identi-Kit Sketching Program	495	495	495
Cook County CABS & WAN	3,340	3,340	3,410
Guardian Tracking-Police Personnel	1,465	1,465	1,465
Leads Online Investigative Software	2,850	2,910	2,910
Nixle 360-Mass Communication System-Reverse 911	5,305	5,410	5,410
	169,975	153,250	198,400

61 Information Technology Fund

VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Notes

Equipment	19-20	19-20	20-21	21-22	22-23	23-24	24-25
	Est Act	Budget	Budget	Project	Project	Project	Project
Printer & Equip Replacement Contingency	7,475	5,000	6,000	6,000	6,000	6,000	6,000
BSA Work Orders System – Public Works	9,040	9,990					
BSA Business Licensing – Administration	9,460	9,460					
BSA-Human Resources (Re-implementation)	2,685						
BSA-Building Permits (Re-implementation)	4,995						
Upgrade Main Firewall and Monitoring	3,450	9,240					
Police Copier	6,500	6,500					
Boring and Installation-Fiber Cable Link-VH to PD	6,800	20,000					
Beast Evidence System	8,890						
Police Facility Surveillance Security			0				
Police Facility Access Control Systems *			0				
Server Backup and Data Protection Platform Upgrades			11,500				
Core Network Switches Replacements			20,000				
Broadcast Upgrades for Village Hall			25,000				
Public Works Copier				10,000			
Village Hall Copier						20,000	
Police Copier							6,500
Video Surveillance/Wireless Networking	24,675	50,000	50,000	50,000	50,000	50,000	50,000
	83,970	110,190	112,500	66,000	56,000	76,000	62,500

*Items deferred until further review in FY20-21 due to pandemic

Video Surveillance/Wireless Networking

To be used for extending video surveillance to public streets and expansion and maintenance of the wireless network.
Current year expenditure went to the replacement of the wireless backbone which began malfunctioning this year.

**VILLAGE OF BURR RIDGE
POLICE PENSION FUND SUMMARY OF FINANCIAL OPERATIONS
FOR FISCAL YEAR ENDING APRIL 30, 2021**

	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2020/2021 Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
Available Reserves - May 1	17,888,901	18,478,908	18,869,018	19,316,806	19,675,216	20,004,221	20,331,846	20,666,951
Total Revenues	1,719,701	1,722,073	1,701,140	1,744,870	1,780,525	1,821,960	1,863,165	1,905,085
Total Expenditures	1,129,694	1,331,963	1,253,352	1,386,460	1,451,520	1,494,335	1,528,060	1,586,315
Net Increase (Decrease)	590,008	390,110	447,788	358,410	329,005	327,625	335,105	318,770
Available Reserves - April 30	18,478,908	18,869,018	19,316,806	19,675,216	20,004,221	20,331,846	20,666,951	20,985,721

Estimated Reserves May 1, 2020

19,316,806

Estimated Revenues:

Miscellaneous Revenues	1,744,870
Transfers	0

Total Estimated Revenues

1,744,870

Estimated Expenditures:

Personnel Services	3,445
Contractual Services	7,635
Other Expenditures	1,375,380

Total Estimated Expenditures

1,386,460

Net Increase (Decrease)

358,410

Estimated Reserves April 30, 2021

19,675,216

Note: Available Reserves are shown on a cash basis. Not adjusted for annual market gains of \$500K to \$1M in Estimated Actuals, Budget, and Projections reserves balances.

71 Police Pension Fund
0300 Revenues

VILLAGE OF BURR RIDGE
REVENUE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
37 Miscellaneous Revenues										
3700 Interest Income	706,011	732,095	713,210	700,000	727,470	3.9%	742,020	756,860	772,000	787,440
3720 Employee Contributions	232,978	241,313	252,180	257,100	262,650	2.2%	268,660	279,860	290,220	300,680
3730 Employer Contributions	780,713	748,665	735,750	758,505	754,750	-0.5%	769,845	785,240	800,945	816,965
Total Miscellaneous Revenues	1,719,701	1,722,073	1,701,140	1,715,605	1,744,870	1.7%	1,780,525	1,821,960	1,863,165	1,905,085
39 Transfers										
3910 Transfers From General Fund		0	0	0	0		0	0	0	0
Total Transfers		0	0	0	0		0	0	0	0
Total Revenues	1,719,701	1,722,073	1,701,140	1,715,605	1,744,870	1.7%	1,780,525	1,821,960	1,863,165	1,905,085

71 Police Pension Fund
4050 Police Pension

VILLAGE OF BURR RIDGE
EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021

Account and Description	2017/2018 Actual	2018/2019 Actual	2019/2020 Est Actual	2019/2020 Budget	2020/2021 Budget	Budget vs Budget	2021/2022 Projected	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected
40 Personnel Services										
4040 Dues & Subscriptions	795	795	875	875	795	-9.1%	795	795	795	795
4042 Training & Travel Expense	1,696	1,783	2,632	2,000	2,650	32.5%	2,650	2,650	2,650	2,650
Total Personnel Services	2,491	2,578	3,507	2,875	3,445	19.8%	3,445	3,445	3,445	3,445
50 Contractual Services										
5025 Postage	0	0	200	200	200	0.0%	200	200	200	200
5062 Actuarial Services	3,896	3,395	3,495	5,000	3,570	-28.6%	3,640	3,715	3,790	3,870
5063 Annual Filing Fee	3,088	3,380	3,610	3,400	3,865	13.7%	4,135	4,425	4,735	5,070
Total Contractual Services	6,984	6,775	7,305	8,600	7,635	-11.2%	7,975	8,340	8,725	9,140
80 Other Expenditures										
8040 Bank/Investment Fees	44,382	45,505	48,310	47,160	49,280	4.5%	50,270	51,280	52,310	53,360
8090 Pension/Disability Payments	1,075,836	1,162,398	1,190,730	1,232,250	1,326,100	7.6%	1,389,830	1,431,270	1,463,580	1,520,370
8091 Pension Refunds	0	114,707	3,500	15,000	0		0	0	0	0
8099 Other Expenses	0	0	0	0	0		0	0	0	0
Total Other Expenditures	1,120,218	1,322,610	1,242,540	1,294,410	1,375,380	6.3%	1,440,100	1,482,550	1,515,890	1,573,730
Total Police Pension	1,129,694	1,331,963	1,253,352	1,305,885	1,386,460	6.2%	1,451,520	1,494,335	1,528,060	1,586,315

71 Police Pension Fund

**VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021**

Notes

Proposed Tax Levy			2019-2020 Est. Actual		2020-2021 Budget
Fund	2018 Levy	2019-2020 Budget	2018 Final	2019 Levy	2019 Request
General Fund (60%)	\$298,614	\$289,656	\$290,431	\$309,400	\$300,120
Police Protection (40%)	\$199,076	\$193,104	\$193,220	\$206,267	\$200,080
Police Pension	\$758,505	\$735,750	\$738,079	\$778,097	\$754,750
Subtotal	\$1,256,195	\$1,218,509	\$1,221,730	\$1,293,764	\$1,254,950
Bond & Interest	\$0	\$0	\$0	\$0	\$0
Total	\$1,256,195	\$1,218,509	\$1,221,730	\$1,293,764	\$1,254,950

Employee Contributions

9.91% Contributions of sworn officers's regular salaries.

Training & Travel Expense

Pension Trustee Training Requirements

Actuarial Services

The actuary report is to estimate the actuarial liability, assets, employer contribution and the funding ratio.

**VILLAGE OF BURR RIDGE
REVENUE AND EXPENDITURE BUDGET
FOR FISCAL YEAR ENDING APRIL 30, 2021**

Notes**Pension Disability Payments**

Below is a summary of benefit payments to 15 retirees, 1 Survivor Spouse and 6 disabilities.

Pensioneers	2019-20 Est.Act.	2020-21 Budget	2021-22 Project	2022-23 Project	2023-24 Project	2024-25 Project
Retiree	912,150	1,005,620	1,038,830	1,078,150	1,108,340	1,143,030
Non Duty Disability	33,590	33,590	33,590	33,590	33,590	40,310
Duty Disability	197,780	239,680	270,210	272,320	274,440	289,820
Surviving Spouse	47,200	47,210	47,210	47,210	47,210	47,210
Total Annual Benefits	<u>1,190,720</u>	<u>1,326,100</u>	<u>1,389,840</u>	<u>1,431,270</u>	<u>1,463,580</u>	<u>1,520,370</u>

Section 4

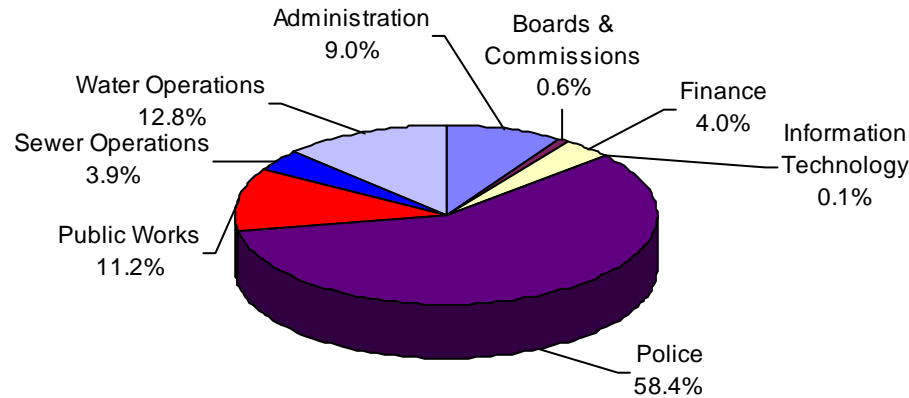
Salaries



Salaries presents Village Wide budgeted salaries and personnel information by department and the salary schedule and ranges for the upcoming fiscal year.

**VILLAGE OF BURR RIDGE
VILLAGE WIDE SALARIES BY DEPARTMENT
FOR FISCAL YEAR ENDING APRIL 30, 2021**

***All salary increases in this section are deferred until further review in FY20-21 due to pandemic.**



VILLAGE WIDE SALARIES BY DEPARTMENT

		2017/2018	2018/2019	2019/2020	2019/2020	2020/2021	Budget	2021/2022	2022/2023	2023/2024	2024/2025
Expenditure Budget		Actual	Actual	Est Actual	Budget	Budget	vs Budget	Projected	Projected	Projected	Projected
1010	Boards & Commissions	34,224	29,853	28,800	35,980	32,780	-8.9%	33,575	33,150	34,465	33,090
2010	Administration	376,655	435,444	432,810	432,875	474,870	9.7%	492,735	510,805	529,100	548,585
4010	Finance	200,879	195,235	196,750	200,465	209,550	4.5%	217,580	224,700	233,220	241,660
4020	Central Services		2,846	3,350	5,000	3,500	-30.0%	3,500	3,500	3,500	4,000
5010	Police	2,809,842	2,836,017	2,895,780	2,990,730	3,079,410	3.0%	3,159,060	3,283,530	3,404,750	3,525,320
6010	Public Works	561,956	565,339	584,420	599,935	590,130	-1.6%	638,055	660,140	682,640	704,375
Total General Fund		3,983,557	4,064,734	4,141,910	4,264,985	4,390,240	2.9%	4,544,505	4,715,825	4,887,675	5,057,030
6030	Water Operations	651,151	668,122	702,845	713,245	673,890	-5.5%	695,610	718,425	742,235	765,785
Total Water Fund		651,151	668,122	702,845	713,245	673,890	-5.5%	695,610	718,425	742,235	765,785
6040	Sewer Operations	180,701	192,840	200,230	201,550	204,750	1.6%	211,605	218,460	225,485	232,330
Total Sewer Fund		180,701	192,840	200,230	201,550	204,750	1.6%	211,605	218,460	225,485	232,330
4040	Information Technology	7,692	0	6,000	6,000	6,000	0.0%	6,000	6,000	6,000	6,000
Total Information Technology Fund		7,692	0	6,000	6,000	6,000	0.0%	6,000	6,000	6,000	6,000
Total Salaries		4,823,101	4,925,695	5,050,985	5,185,780	5,274,880	1.7%	5,457,720	5,658,710	5,861,395	6,061,145



VILLAGE OF
BURR RIDGE
A VERY SPECIAL PLACE



**PERSONNEL BY DEPARTMENT
FOR FISCAL YEAR ENDING APRIL 30, 2021**

DEPARTMENT	2019-2020 ACTUAL		2019-2020 BUDGET		2020-2021 BUDGET		SEASONAL
	FT	PT	FT	PT	FT	PT	
BOARDS & COMMISSIONS	0.00	1.00	0.00	1.00	0.00	1.00	
ADMINISTRATION	7.00	3.00	7.00	2.00	7.00	4.00	
FINANCE	4.00	1.00	4.00	1.00	4.00	1.00	
POLICE	30.00	1.00	31.00	2.00	31.00	0.00	
PUBLIC WORKS	15.00	3.00	15.00	3.00	15.00	3.00	3.00
TOTAL PERSONNEL	56.00	9.00	57.00	9.00	57.00	9.00	3.00

**VILLAGE OF BURR RIDGE
SALARY RANGE SCHEDULE FOR FISCAL YEAR 2020-21
EFFECTIVE MAY 1, 2020**

		2019-2020			2020-2021			2021-22	2022-23	2023-24	2024-25
		Min	Mid	Max	Min	Mid	Max	Max	Max	Max	Max
					2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
					2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
					2.75%	2.75%	2.75%	3.00%	3.00%	3.00%	3.00%
					2.75%	2.75%	2.75%	3.00%	3.00%	3.00%	3.00%
Range	Village Range Adjustment Public Works Union** Police Union Sergeants/Corporals Union** Union										
103	Vacant	36,101	42,428	48,755	36,913	43,383	49,852	50,974	52,120	53,293	54,492
103A	Receptionist Receptionist (PT)	38,294 14,714	45,014 17,296	51,733 19,878	39,156 15,045	46,027 17,685	52,897 20,325	54,088 20,782	55,305 21,250	56,549 21,728	57,821 22,217
104	Police Records Specialist I Records Specialist I (PT)	40,472 15,550	47,597 18,288	54,722 21,026	41,382 15,900	48,668 18,700	55,953 21,499	57,212 21,983	58,499 22,477	59,816 22,983	61,161 23,500
104	General Utility Worker I General Utility Worker I (PT)	46,010 18,781	54,018 22,053	62,026 25,325	47,045 19,298	55,233 22,659	63,421 26,021	64,848 26,607	66,307 27,205	67,799 27,817	69,325 28,443
105	Principal Office Assistant Accounting Specialist Administrative Assistant Accounting Specialist/Administrative Assistant (PT)	44,462 17,084	53,298 20,479	62,132 23,873	45,462 17,468	54,497 20,939	63,530 24,410	64,960 24,959	66,421 25,521	67,916 26,095	69,444 26,682
105A	Police Records Specialist II Permit Technician	47,120	56,526	65,932	48,180	57,798	67,416	68,933	70,484	72,070	73,691
106	Executive Assistant Management Analyst Communications & PR Coordinator	49,781	59,758	69,733	50,901	61,102	71,302	72,906	74,546	76,224	77,939
106	General Utility Worker II	49,878	59,883	69,888	51,001	61,231	71,460	73,068	74,712	76,393	78,112
107	Water Operator Accounting Analyst	55,016 55,016	67,402 67,402	79,789 79,789	56,254 56,254	68,919 68,919	81,584 81,584	83,420 83,420	85,297 85,297	87,216 87,216	89,178 89,178
107A	Police Officer	66,326	81,248	96,170	68,150	83,482	98,814	101,779	104,832	107,977	111,216
108	Vacant	60,231	73,783	87,335	61,587	75,443	89,300	91,309	93,363	95,464	97,612
108A	Crew Leader/Supervisors Public Works Operations Supervisor	62,653	76,752	90,850	64,063	78,479	92,894	94,984	97,121	99,306	101,541
108B	Police Corporal	71,647	88,274	104,901	73,618	90,701	107,785	111,019	114,350	117,780	121,313
110	Project Engineer/Development Code Inspector (P/T)	68,783 16,797	84,268 20,396	99,753 23,995	70,330 17,175	86,164 20,855	101,997 24,535	104,292 25,087	106,639 25,652	109,038 26,229	111,491 26,819
110A	Police Sergeant Assistant Finance Director	79,419 78,839	97,300 96,590	115,179 114,338	81,603 80,613	99,976 98,763	118,345 116,910	121,896 119,542	125,553 122,231	129,319 124,982	133,199 127,794
112	Deputy Police Chief	87,093	106,805	126,514	89,053	109,208	129,360	132,271	135,247	138,290	141,401
114	Finance Director Assistant Village Administrator	93,671	115,766	137,859	95,779	118,371	140,961	144,132	147,375	150,691	154,082
114A	Police Chief Public Works Director	98,355	121,554	144,757	100,568	124,289	148,014	151,344	154,749	158,231	161,791
116	Village Administrator	133,857	152,972	172,087	136,868	156,413	175,959	179,918	183,966	188,105	192,338

**It should be noted that union contracts for Public Works and Sergeants/Corporals expire on 4/30/2020.

The Ranges for these unions are estimated at the time of publishing of the proposed budget due to pending negotiations.

VILLAGE OF BURR RIDGE
EMPLOYEE SALARY SCHEDULE BY DEPARTMENT
EFFECTIVE MAY 1, 2020 - APRIL 30, 2020

Title	Est. Actual FY 19-20	Budget FY19-20	Budget FY 20-21
Boards and Commissions			
Village Mayor	6,000	6,000	6,000
Trustees (6)	18,000	18,000	18,000
Village Clerk	4,800	4,800	4,800
Fire/Police Commission Clerk	-	7,182	3,981
Administration Department			
Receptionist (PT)	-	14,893	-
Receptionist (PT)	16,201	16,201	18,774
Receptionist (PT)	12,489	-	16,900
Administrative Assistant (PT)	-	-	15,000
Records Specialist I (PT)	4,948	-	18,209
Management Analyst	55,687	55,687	58,221
Comm & PR Coordinator	60,702	60,702	63,464
Building Permit Technician	52,275	52,231	54,654
Village Administrator	148,611	151,228	151,597
Executive Assistant	69,472	69,477	71,302
Principal Office Assistant	-	-	45,462
Principal Office Assistant	62,134	62,132	-
Assistant Village Administrator	95,534	95,535	105,000
Finance Department			
Accounting Analyst	57,227	57,227	59,831
Accounting Specialist	62,134	62,132	2,443
Accounting Specialist	-	-	45,462
Assistant Finance Director	9,332	89,026	-
Finance Director	137,859	137,859	140,961
Assistant Finance Director	72,692	-	93,697
Accounting Clerk (PT)	16,633	15,792	18,134

**VILLAGE OF BURR RIDGE
EMPLOYEE SALARY SCHEDULE BY DEPARTMENT
EFFECTIVE MAY 1, 2020 - APRIL 30, 2020**

Title	Est. Actual FY 19-20	Budget FY19-20	Budget FY 20-21
Police Department			
Police Sergeant	115,179	115,179	118,345
Police Sergeant	115,179	115,179	118,345
Police Corporal	104,900	104,901	107,785
Executive Assistant	49,302	49,302	54,123
Police Records Specialist I	20,078	44,038	-
Police Corporal	104,900	104,901	45,602
Police Sergeant	113,634	113,634	118,061
Police Corporal	104,900	104,900	107,785
Police Records Specialist II	63,051	65,589	67,415
Deputy Chief	126,513	126,514	129,360
Police Chief	144,756	144,757	148,014
Police Sergeant	106,321	115,179	-
Police Records Specialist I	14,009	-	41,705
Police Records Specialist I	9,340	-	41,597
Records Specialist I (PT)	12,707	17,416	-
Records Specialist I (PT)	3,984	18,217	-
Police Officer	96,170	96,170	98,814
Police Officer	96,170	96,170	98,814
Police Officer	96,170	96,170	98,814
Police Officer	96,170	96,170	98,814
Police Officer	96,170	96,170	98,814
Police Officer	96,170	96,170	98,814
Police Officer	96,170	96,170	98,814
Police Officer	92,441	92,441	98,816
Police Officer	91,867	91,867	98,227
Police Officer	90,001	90,001	96,310
Police Officer	84,405	84,405	90,560
Police Officer	81,680	81,680	87,759
Police Officer	75,939	75,939	81,861
Police Officer	75,939	75,939	81,861
Police Officer	71,348	71,348	77,143
Police Officer	-	69,626	-
Police Officer	68,765	68,765	74,489
Police Officer	27,626	66,326	-
Police Officer	30,612	-	69,919
Police Officer	20,408	-	69,329
Police Officer	-	-	68,150
Police Officer	-	-	68,150

**VILLAGE OF BURR RIDGE
EMPLOYEE SALARY SCHEDULE BY DEPARTMENT
EFFECTIVE MAY 1, 2020 - APRIL 30, 2020**

Title	Est. Actual FY 19-20	Budget FY19-20	Budget FY 20-21
Public Works Department			
Public Works Director	144,756	144,757	148,014
Project Engineer/Development	99,483	99,483	101,997
Crew Leader/Supervisor	90,850	90,849	92,894
General Utility Worker I	62,026	62,026	63,421
Crew Leader/Supervisor	86,438	86,438	90,371
Crew Leader/Supervisor	72,509	72,517	75,814
Water Operator	79,789	79,789	81,584
General Utility Worker II	67,818	67,818	71,179
General Utility Worker I-Oper	52,874	54,106	54,718
General Utility Worker II	61,376	61,376	64,481
General Utility Worker II-Oper	59,130	59,130	62,295
General Utility Worker I	52,258	52,258	54,952
General Utility Worker I	47,330	47,330	50,025
General Utility Worker I	47,066	47,066	49,897
General Utility Worker I	46,802	46,802	50,194
Administrative Assistant (PT)	20,591	20,662	21,603
Administrative Assistant (PT)	16,595	16,918	18,087
General Utility I (PT)	6,293	-	19,251
General Utility Worker I (PT)	-	18,781	-
General Utility Worker I (PT)	3,729	-	-
General Utility Worker I (PT)	1,805	-	-
Seasonal/Intern	23,701	19,360	19,360
Information Technology Department			
GIS Intern	6,000	6,000	6,000

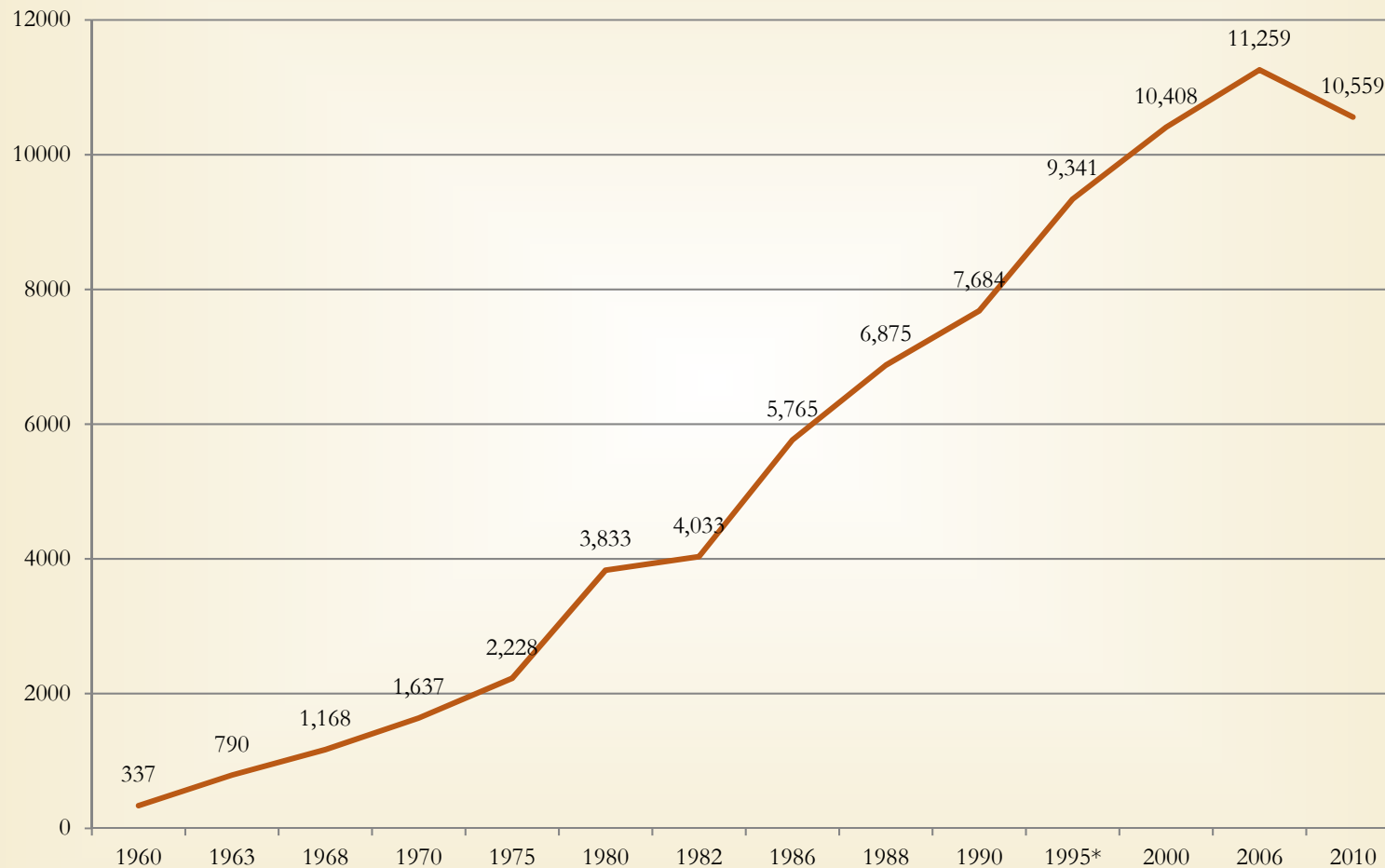
Section 5

Statistics

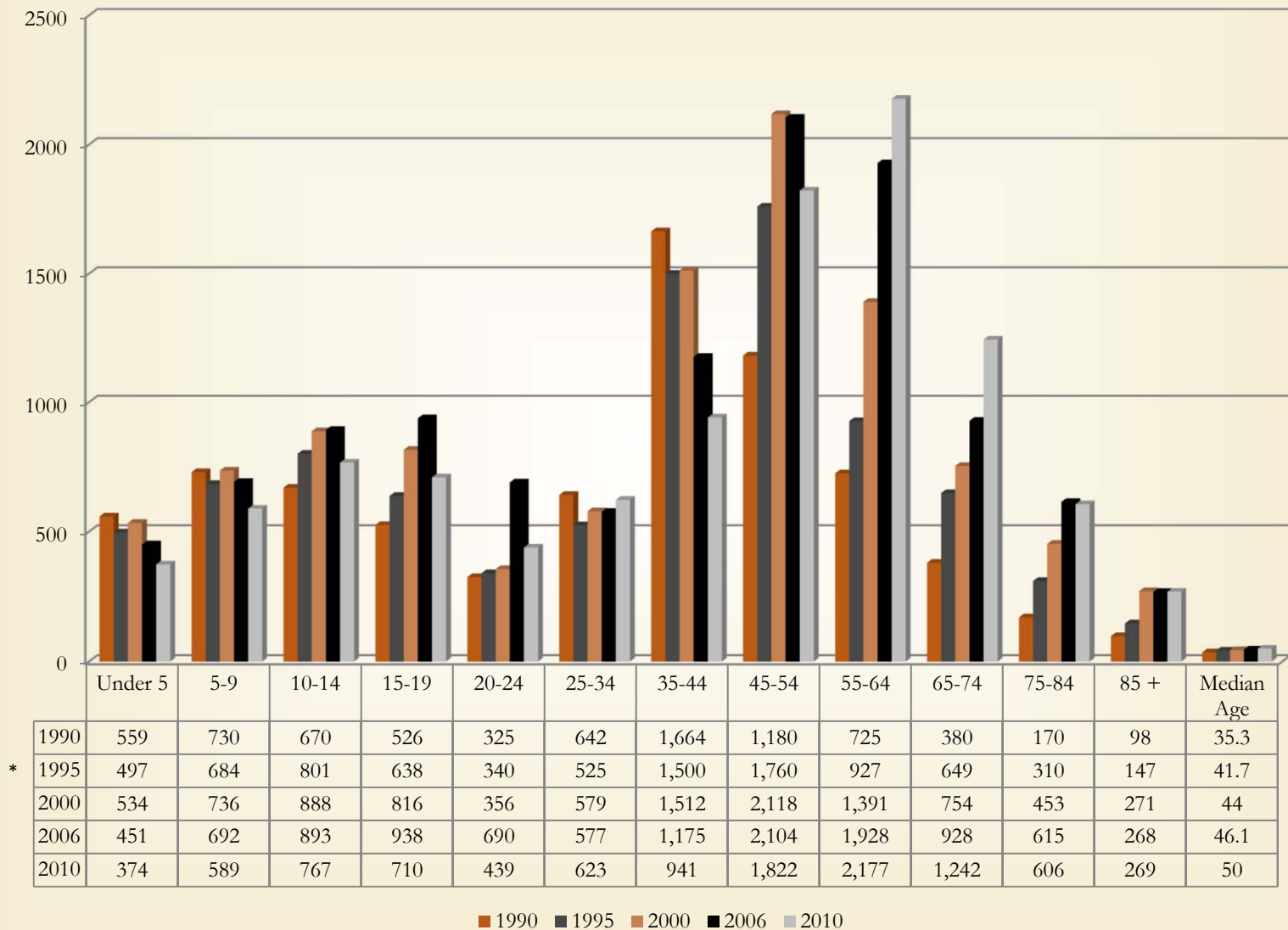


The Statistics section provides information about the Village's population, housing and other items of interest to the public.

Burr Ridge Population History



Population by Age



Population Information

Educational Attainment

(Population 25 Years and Older)

	1990	2000	2010
Less than 9 th Grade	2.3%	1.4%	1.3%
9 th – 12 th Grade (No Diploma)	4.4%	3.3%	2.3%
High School Graduate	17.1%	15.6%	13.5%
Some College	25.5%	18.3%	12.1%
Associate's Degree	6.3%	3.1%	2.7%
Bachelor's Degree	26.6%	32.2%	35.0%
Graduate or Professional Degree	17.8%	26.0%	33.1%

Gender

	1990	1995**	2000	2006	2010
Men	3,774	4,382	5,087	5,456	5,149
Women	3,895	4,396	5,321	5,803	5,410

Income

	1990	2000	2010
Median Family	\$94,647	\$151,126	\$174,044
Median Household	\$87,078	\$129,507	\$143,669
Per Capita	\$37,797	\$58,518	\$88,530

In Burr Ridge, income levels are considerably higher than the national and regional averages and provides for a stable tax base. However, Burr Ridge has not relied exclusively on its resident tax base. Sales tax revenue is the single largest source of revenue in the General Fund and a large portion of the sales tax revenue generated in Burr Ridge comes from business-to-business transactions.

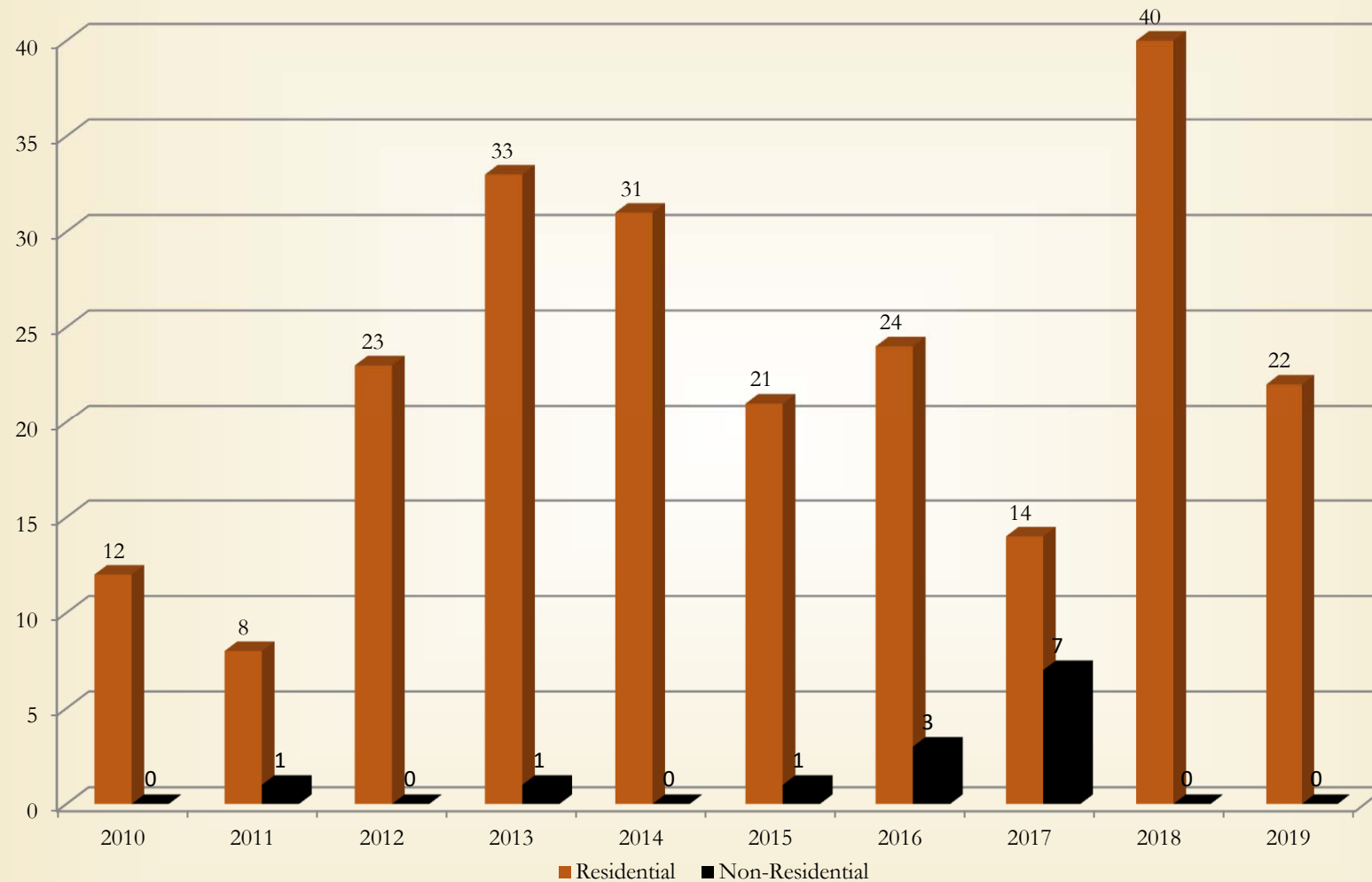
Housing

Housing Units & Occupancy

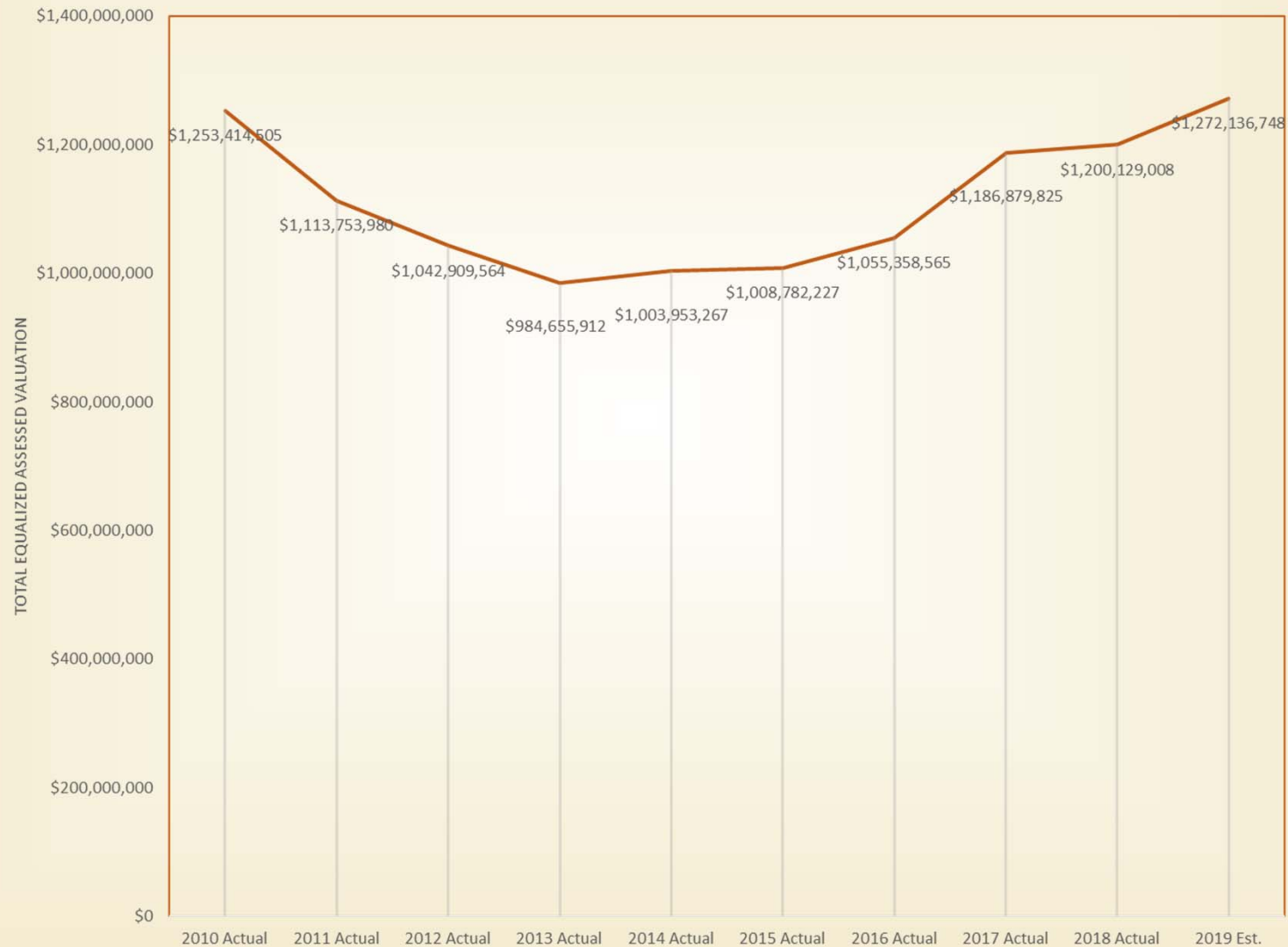
	1990	1995*	2000	2006	2010
Number of Housing Units	2,657	3,244	3,679	3,933	4,289
Vacant	9.6%	4.3%	3.8%	5.1%	3.8%
Occupied	90.4%	95.7%	96.2%	94.9%	96.2%
Owner Occupied	96.1%	96.2%	95.3%	98.2%	95.3%
Renter Occupied	3.9%	3.8%	4.7%	1.8%	4.7%
Average Household Size	3.15	2.96	2.87	2.96	2.87

** 1995 Census data did not include Oak Hill residents*

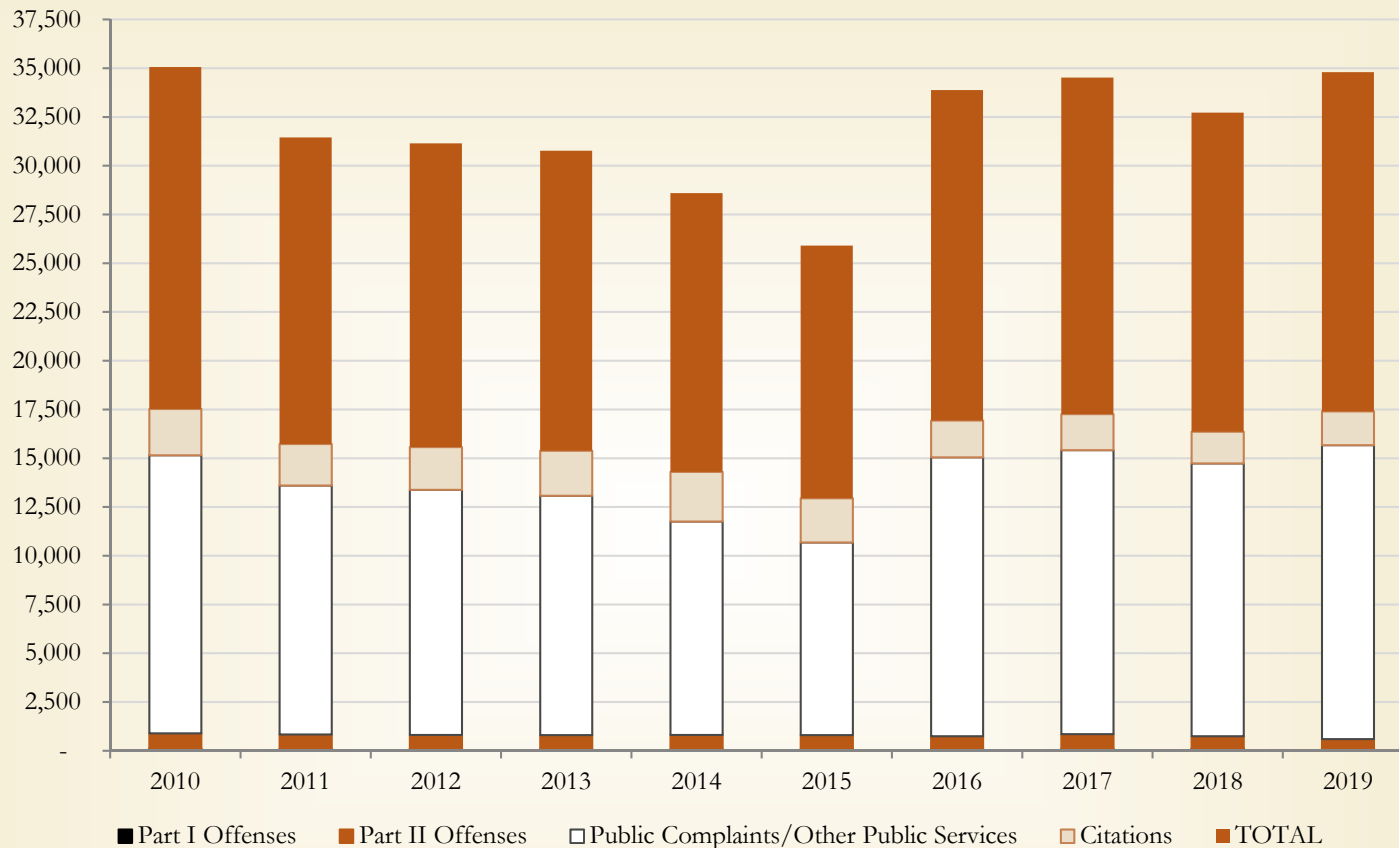
Building Permit Activity Ten Year History



Total Equalized Assessed Valuation Ten Year Trend



Police Department Calls for Service



Part I and Part II crime categories, established by the FBI, are used nationally to identify types of crime. Part I crimes include homicide, sexual assault, robbery and Part II crimes are generally less serious but do include DUI, domestic battery and assault. The majority of Part I crimes in Burr Ridge are related to burglary and the majority of Part II crimes are related to juveniles, motor vehicles, driving without a license and criminal damage to property.

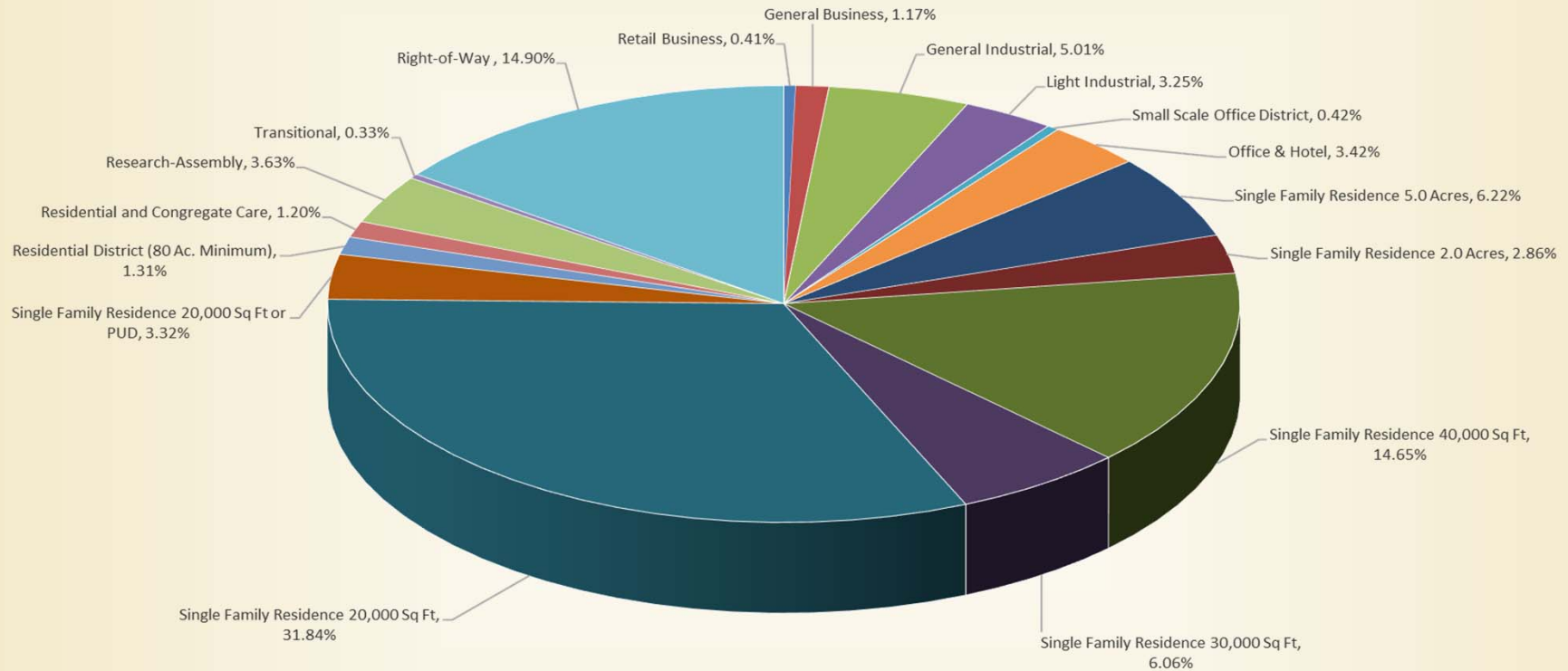
It should be noted in 2019 that the increase in overall calls for service relates to the new dispatching system that was implemented in June 2019. The higher number of calls are due to the increased data collected in the new system.

Lake Michigan Annual Water Consumption



Due to high rainfall totals in 2019, consumption levels in FY 2019-20 were at the lowest levels since 2014. As a result, Water Sales and Water Purchases for FY 2019-20 were lower than budgeted.

Land Area by Zoning Type



The Village of Burr Ridge covers 4,703 acres of land within the Village. The above chart shows that nearly 65% of the village is zoned for Residential use.

Economic Profile

Largest Employers in Burr Ridge 2019-2020

Employer	Type of Business	Number of Employees
CNH America LLC (Case)	Agricultural equipment research	580
Insure One	Corporate Insurance Offices	250
American Marketing Sys	Direct Marketing	220
Life Time Fitness	Health & Fitness Club	200
Mars Snackfoods US	Manufacturer	200
General Services Administration	General Office Use & Conference Center	200
Praxair	Gases/Cryogenics for food industry	180
Brookfield Global Relocation Services, LLC	Consulting Services	165
Personalization Mall	Warehouse/Distribution	160
Electro-Motive Diesel	Design Engineering	145
BankFinancial, F.S.B.	Financial Services Administration	140
Codilis & Associates	Law Firm	140
Bronson & Bratton, Inc.	Manufacturer of Tungsten & Ceramic Dies and Tools	130
PermaSeal	Home Repair Services	125
Loyola Center for Health at Burr Ridge	Multispecialty Medical Practice	125
Goldstine, Skrodzki, Russian, Nemec & Hoff LTD	Law Firm	106
Saia Motor Freight LLC	Motor Freight Carrier	100
Seasons Hospice, Inc.	Administrative Office for Use and Staff Meetings	100
TCF National Bank	Banking/Corporate	75

Top 10 Sales Tax Producers

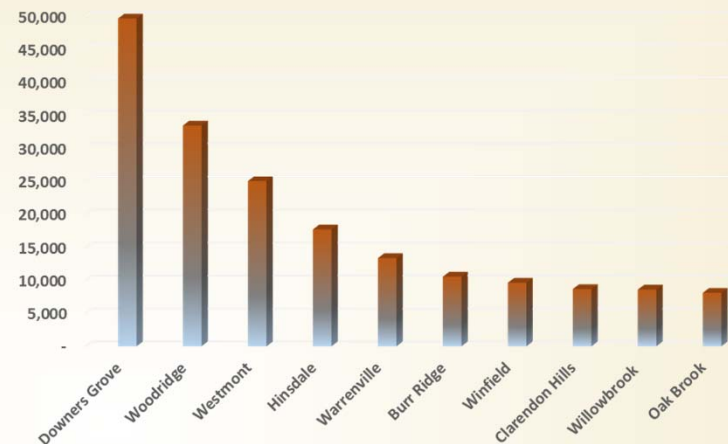
The following companies (listed alphabetically) generated an aggregate total of \$755,460 in sales tax revenue for the Village in fiscal year 2019, representing approximately 40% of all sales tax received by the Village:

- 5 Brothers, Inc.
- CJAJ Inc.
- Coopers Hawk Burr Ridge, LLC
- Finkbiner Equipment Company
- Goodman Distribution, Inc.
- JPD Kitchen Depot-Burr Ridge, Inc.
- Midwest Promotional Group
- Personalization Mall.Com, LLC
- Quinlan and Fabish Music Co.
- The Hampton Social Burr Ridge

Statistical Comparisons with Neighboring Communities

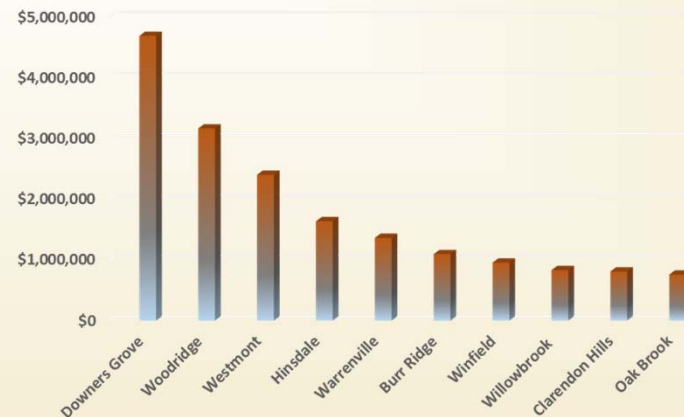
<u>Municipality</u>	<u>Total</u>
Downers Grove	49,649
Woodridge	33,447
Westmont	25,040
Hinsdale	17,705
Warrenville	13,373
Burr Ridge	10,559
Winfield	9,641
Clarendon Hills	8,680
Willowbrook	8,598
Oak Brook	8,108

POPULATION



<u>Municipality</u>	<u>Total</u>
Downers Grove	\$4,679,801
Woodridge	\$3,157,503
Westmont	\$2,396,642
Hinsdale	\$1,632,648
Warrenville	\$1,359,403
Burr Ridge	\$1,091,703
Winfield	\$953,414
Willowbrook	\$829,140
Clarendon Hills	\$807,021
Oak Brook	\$754,924

INCOME TAX REVENUE



Statistical Comparisons with Neighboring Communities (continued)

<u>Municipality</u>	<u>Total</u>
Downers Grove	\$20,379,123
Oak Brook	\$18,277,856
Westmont	\$11,923,809
Woodridge	\$7,903,152
Hinsdale	\$4,485,235
Willowbrook	\$3,914,075
Warrenville	\$3,780,900
Burr Ridge	\$2,249,890
Clarendon Hills	\$912,803
Winfield	\$651,136



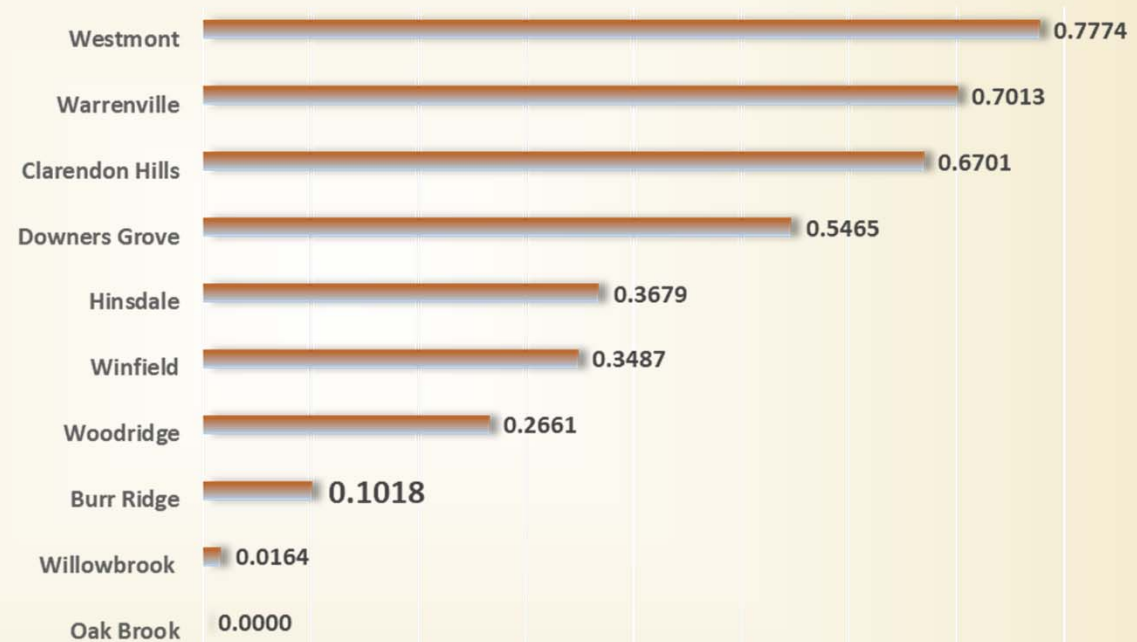
<u>Municipality</u>	<u>Total</u>	<u>Rate</u>
Oak Brook	\$1,340,495	3.0%
Downers Grove	\$946,160	4.5%
Warrenville	\$863,374	5.0%
Westmont	\$783,812	5.0%
Burr Ridge	\$677,972	4.0%
Willowbrook	\$253,230	5.0%
Woodridge	\$0	1.0%
Hinsdale	\$0	0.0%
Clarendon Hills	\$0	0.0%
Winfield	\$0	0.0%



Statistical Comparisons with Neighboring Communities (continued)

MUNICIPAL PROPERTY TAX RATE

<u>Municipality</u>	<u>Tax Rate</u>	<u>Home Rule</u>
Oak Brook	0.0000	No
Willowbrook	0.0164	Yes
Burr Ridge	0.1018	No
Woodridge	0.2661	Yes
Winfield	0.3487	No
Hinsdale	0.3679	No
Downers Grove	0.5465	Yes
Clarendon Hills	0.6701	No
Warrenville	0.7013	Yes
Westmont	0.7774	No



Statistical Comparisons with Neighboring Communities (continued)

RESIDENTIAL WATER SUPPLY RATES: 2014 - 2019												
Municipality	Bedford Park	Other	DuPage	Rate per 1,000 gallons								
				2019	% CHANGE	2018	% CHANGE	2017	% CHANGE	2016	% CHANGE	2014
Lisle			X	\$6.60	0.00%	\$6.60	1.54%	\$6.50	0.00%	\$6.50	15.04%	\$5.65
Wheaton			X	\$6.75	0.00%	\$6.75	0.00%	\$6.75	0.00%	\$6.75	12.50%	\$6.00
Countryside		McCook		\$7.15	1.85%	\$7.02	2.03%	\$6.88	0.00%	\$6.88		
Naperville			X	\$7.42	2.77%	\$7.22	7.60%	\$6.71	0.00%	\$6.71	10.00%	\$6.10
Lombard			X	\$7.84	0.00%	\$7.84	2.62%	\$7.64	4.09%	\$7.34	3.97%	\$7.06
Bloomington			X	\$8.08	0.87%	\$8.01	1.14%	\$7.92	0.00%	\$7.92	10.77%	\$7.15
Downers Grove			X	\$8.11	0.62%	\$8.06	1.13%	\$7.97	0.00%	\$7.97	14.02%	\$6.99
Hickory Hills		WSWC		\$8.15	0.00%	\$8.15						
Woodridge			X	\$8.28	1.22%	\$8.18	0.00%	\$8.18	0.00%	\$8.18	19.07%	\$6.87
Burr Ridge	X			\$8.16	7.94%	\$7.56	12.00%	\$6.75	4.98%	\$6.43	11.83%	\$5.75
Plainfield	X		X	\$9.07	0.00%	\$9.07	4.86%	\$8.65	0.00%	\$8.65	21.66%	\$7.11
Willowbrook			X	\$9.67	0.00%	\$9.67	0.00%	\$9.67	0.00%	\$9.67	12.05%	\$8.63
Darien			X	\$9.75	0.00%	\$9.75	0.00%	\$9.75	0.00%	\$9.75	52.34%	\$6.40
Glen Ellyn			X	\$9.93	0.00%	\$9.93	1.85%	\$9.75	0.00%	\$9.75	14.71%	\$8.50
Oakbrook Terrace			X	\$9.97	0.00%	\$9.97	0.00%	\$9.97	0.00%	\$9.97	16.74%	\$8.54
Elmhurst			X	\$10.58	0.57%	\$10.52	3.85%	\$10.13	0.00%	\$10.13	40.89%	\$7.19
Bensenville			X	\$10.00	0.00%	\$10.00	30.04%	\$7.69	0.00%	\$7.69	26.48%	\$6.08
Oak Brook			X	\$10.50	5.00%	\$10.00	17.65%	\$8.50	9.96%	\$7.73	10.90%	\$6.97
Hinsdale			X	\$11.34	0.27%	\$11.31	0.00%	\$11.31	1.53%	\$11.14	9.11%	\$10.21
Indian Head Park		McCook	X	\$11.35	2.71%	\$11.05	1.38%	\$10.90	0.00%	\$10.90	8.46%	\$10.05
Willow Springs		WSWC		\$11.62	-1.78%	\$11.83	0.00%	\$11.83	2.07%	\$11.59		
Clarendon Hills			X	\$13.97	0.00%	\$13.97	0.00%	\$13.97	8.13%	\$12.92	8.85%	\$11.87
AVERAGE				\$9.29		\$9.20		\$8.92		\$8.79		
MEDIAN				\$9.37		\$9.37		\$8.50		\$8.18		

Section 6

Glossary



Glossary of Terms relevant to the budget.

GLOSSARY OF TERMS

Abatement: A complete or partial cancellation of a levy imposed by a government. Abatements usually apply to tax levies, special assessments and service charges.

Accrual Basis of Accounting: A method of accounting that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing and related cash flows.

Appropriation: An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is limited to the time it may be expended. The appropriation provides the legal authorization for corporate authorities (municipalities) to expend funds.

Assets: Property owned by a government that has a monetary value

Assessed Valuation: A judgment of the worth of real estate or other property by the County Assessor as a basis for levying taxes.

Audit: An examination that reports on the accuracy of the annual financial report prepared by the Village; usually prepared by a private firm retained by the Village.

Bond: A written promise to pay a specified sum of money at a fixed time in the future, carrying interest at a fixed rate, usually payable periodically.

Bonded Debt: A portion of money owed (indebtedness) represented by outstanding bonds.

Budget: A one year financial document embodying an estimate of proposed expenditures for a given period and the proposed means of financing them with available revenues and resources. This is the actual working document for Village operations.

Budget Adjustment/Amendment: A procedure for the Village Board to revise the budget after it has been approved.

Budget Document: The instrument used to present a comprehensive financial plan of operations of the Village.

CAFR - Comprehensive Annual Financial Report. A document containing the Village's financial statements and in-depth analysis of those statements as examined in the Village's annual audit. See also *Audit*.

Capital Assets: Assets of significant value with a useful life of several years. Capital assets are also known as fixed assets.

Capital Budget: A plan of proposed capital outlays and the means of financing them for the current fiscal period.

CIP: Capital Improvement Plan. A five-year plan that projects proposed capital expenditures.

GLOSSARY OF TERMS

Capital Outlay/Expenditure: Expenditures which result in the acquisition of or addition to fixed assets such as the purchase of equipment, machinery, land and buildings.

Capital Projects: A specific identifiable improvement or purpose for which expenditures are proposed within the capital budget or capital improvement program. Examples include new roads, watermain improvements, buildings, and large scale remodeling projects.

Cash Management: The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

Chart of Accounts: The classification system used by the Village to organize the accounting for various funds.

Commodities: Budgetary class of consumable items used by Village departments such as office supplies, replacement parts for equipment, and gasoline.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: Services rendered to Village departments and agencies by private firms, individuals or other government agencies.

Debt: An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, time warrants, and notes.

Debt Service Funds: A fund established to account for the accumulation of resources for, and the payment of, bonds and general long-term debt principal and interest according to a predetermined schedule.

Deficit: The excess of expenditures over revenues during an accounting period.

Depreciation: The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

Department: A major administrative organizational unit of the Village, which indicates overall management responsibility for one or more activities, for example, the Public Works or Police Department. Also, a budgetary unit of division used to separate revenues and expenditures by Village operating departments.

Eliminations: When funds are consolidated, transactions between funds are eliminated in order to eliminate double accounting.

GLOSSARY OF TERMS

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

Enterprise Fund: A separate fund used to account for services supported primarily by service charges, for example, water and sewer funds. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs of providing goods or services to the public on a continuing basis are financed or recovered through user fees. Enterprise funds are also used to account for operations where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Equalized Assessed Valuation: The Board of Review, on a county basis, reviews the assessed valuation of all townships and may assign multipliers to make assessed valuations from township to township equal. If necessary, the State will then assign multipliers for counties in order that all property will be assessed at $33\frac{1}{3}$ % of market value.

Estimated Actual: The amount projected to be spent or collected during the current Fiscal Year.

Estimated Revenue: The amount projected to be collected during the Fiscal Year.

Expenditures: The outflow of funds paid or to be paid for an asset obtained or goods and services obtained, regardless of when the expense is actually paid. An encumbrance is not an expenditure, rather, it reserves funds to be expended.

Fiscal Year: A designated twelve-month period designated by the calendar year in which it ends for budgeting and record keeping purposes. The Village's Fiscal Year begins May 1st and ends April 30th.

Fixed Assets: Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment. See also *Capital Assets*.

Full Accrual Accounting: A method of accounting that requires income and expenditures to be accounted for as and when they are earned or incurred, not when the money is received or paid.

Full Faith and Credit: A pledge of the general taxing power of a government to repay debt obligation (typically used in reference to bonds).

Fund: A budgetary and accounting entity that is segregated from other funds for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. A fund is the largest budgetary unit and is used to account for significant projects

GLOSSARY OF TERMS

Fund Accounting: The organization of Village accounts on the basis of funds and account groups, each of which are considered a separate accounting entity. Government resources are allocated to and accounted for in individual funds based on the purpose for which they are to be spent and the means by which spending activities are controlled.

Fund Balance: The excess of a fund's assets over its liabilities and reserves, which is held in reserve for future emergency spending.

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

Generally Accepted Accounting Principals (GAAP): Uniform minimum standards for financial accounting and reporting. The primary authoritative body on the application of G.A.A.P. to state and local governments is the Governmental Accounting Standards Board.

Governmental Accounting Standards Board (GASB): The oversight board responsible for establishing financial reporting requirements for governmental and public agencies.

General Fund: The fund that is available for any legal authorized purposes and which is typically used to account for all revenue and all activities except those required to be in accounted for in another fund.

General Obligation Bonds: Bonds for whose payments the full faith and credit of the municipality are pledged.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes.

GFOA: Government Finance Officers' Association

Health Insurance Fund: A non-operating budgetary unit utilized for internal purposes only. Financed by employer and partial employee paid premiums for health insurance benefits for employees, retirees and outside participants.

IMRF Pension Fund: The Illinois Municipal Retirement Fund provides retirement benefits for all retired non-sworn City employees and their beneficiaries.

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

Internal Service Fund: A fund used to account for the financing of goods and services provided by one department or agency to other departments or agencies of a government on a cost reimbursement basis.

GLOSSARY OF TERMS

Investment: Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.

Levy: (Verb) To impose taxes, special assessments or service charges for the support of government activities. (Noun) The total amount of taxes, special assessments or services charges imposed by a government.

Line-Item Budget: A budget format that lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Long-Term Debt: Bonded debt and other long-term debt obligations, such as benefit accruals, due beyond one year.

MFT: Motor Fuel Tax; a revenue collected on a per capita (per person) basis.

Modified Accrual Accounting: A method of accounting that requires income and expenditures to be accounted for when available and measurable and expenditures are recorded when the liability is incurred.

Operating Budget: The portion of the budget that pertains to daily operations that provide basic government services; presents proposed expenditures for the fiscal year and the revenues to fund them. See also *General Fund*.

Ordinance: A formal legislative enactment by the governing board of a municipality.

Outlays: Checks issued, interest accrued on the public debt, or other payments made, offset by refunds and reimbursements.

Pension Trust Fund: A trust fund used to account for public employee retirement systems.

Performance Measures: Objective and/or quantitative indicators used to show the amount of work accomplished, the efficiency with which tasks are completed and the effectiveness of a department or program.

Property Tax: Taxes levied on real property according to the property's valuation and the tax rate.

Rating: The credit worthiness of a municipality as evaluated by independent agencies.

RMS: Records Management System

Retained Earnings: An equity account reflecting the accumulated earnings of the Village's enterprise funds.

Reserve: An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and, is, therefore, not available for general appropriation.

GLOSSARY OF TERMS

Revenues: Funds that the Village receives as income from an outside source. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Special Assessment Funds: A fund used to account for the financing of public improvements or services deemed to benefit the properties against which special assessments are levied.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.

Surplus: An excess of the assets of a fund over its liabilities and reserves.

Tax Levy: The total amount to be raised by general property taxes for operating and debt service purposes specified in the Tax Levy Ordinance.

Tax Levy Ordinance: The annual ordinance that identifies the amount of property taxes to be levied.

Tax Rate: The amount of tax levied for each \$100 of equalized assessed valuations. The tax rate multiplied by the equalized assessed valuation equals the tax levy.

Transfers In/Out: A legally authorized funding transfer between funds in which one fund is responsible for the initial receipt and the other fund is responsible for the actual disbursement.

User Fees: Fees that are levied by the municipality on users of a service. User fees are designed to place the cost of a municipal service or program on the beneficiaries (users) of that service. For example, water rates are user fees charged to users of Lake Michigan Water.

Worker's Compensation Fund: A non-operating budgetary unit used to account for all worker's compensation expenditures.