

# ANNUAL BUDGET | FISCAL YEAR 2023



## VILLAGE OF BURR RIDGE, ILLINOIS





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|   |    |
|---|----|
| Reader's Guide .....                          | 1  |
| Distinguished Budget Presentation Award ..... | 3  |
| Officers and Officials .....                  | 4  |
| History of Burr Ridge .....                   | 5  |
| Community Profile and Demographics .....      | 6  |
| Strategic Priorities.....                     | 10 |
| Village Organizational Chart .....            | 11 |

**INTRODUCTION**

|                                   |    |
|-----------------------------------|----|
| Budget Message.....               | 12 |
| Budget Process and Schedule ..... | 16 |
| Financial Policies .....          | 17 |
| Financial Structure .....         | 20 |

**BUDGET SUMMARY & FINANCIAL OVERVIEW**

|   |    |
|---|----|
| Fund Balance Analysis and Changes in Fund Balance ..... | 23 |
| Revenue and Expenditure Summaries .....                 | 27 |
| Revenue and Expenditure Trends.....                     | 30 |
| Personnel Summary.....                                  | 33 |
| Capital Improvement Program .....                       | 38 |
| Long-Term and Other Debt.....                           | 44 |
| Water Fund Analysis .....                               | 46 |
| Long Term Financial Forecast .....                      | 49 |

**GENERAL FUND**

|                                 |    |
|---------------------------------|----|
| General Fund Summary .....      | 50 |
| General Fund Revenues .....     | 53 |
| General Fund Expenditures ..... | 64 |
| Boards & Commissions .....      | 66 |
| Administration .....            | 68 |
| Finance .....                   | 73 |
| Central Services .....          | 77 |
| Police.....                     | 79 |
| Public Works .....              | 85 |

**SPECIAL REVENUE FUNDS**

|                                       |    |
|---------------------------------------|----|
| Motor Fuel Tax Fund .....             | 93 |
| Hotel Motel Tax Fund .....            | 95 |
| Downtown Business District Fund ..... | 97 |

**CAPITAL PROJECT FUNDS**



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|  |     |
|--|-----|
| Capital Improvements Fund .....              | 99  |
| Sidewalk Pathway Fund .....                  | 102 |
| Equipment Replacement Fund .....             | 104 |
| Storm Water Management Fund .....            | 106 |
| <br><b>DEBT SERVICE FUND</b>                 |     |
| Debt Service Fund .....                      | 108 |
| <br><b>ENTERPRISE FUNDS</b>                  |     |
| Water Fund .....                             | 110 |
| Sewer Fund .....                             | 113 |
| <br><b>INTERNAL SERVICE FUND</b>             |     |
| Information Technology Fund .....            | 116 |
| <br><b>FIDUCIARY FUND</b>                    |     |
| Police Pension Fund .....                    | 118 |
| <br><b>APPENDIX</b>                          |     |
| Employee Salary Schedule by Department ..... | 121 |
| Principal Property Taxpayers .....           | 124 |
| Principal Employers .....                    | 125 |
| Municipal Comparisons .....                  | 126 |
| Acronyms .....                               | 129 |
| Glossary .....                               | 131 |



The FY2023 Budget document describes the financial resources available to the Village that will be used to provide services to the community. In addition, the budget document serves as a goal setting and policy document and includes the Village's goals, policies, and procedures approved by the Village Board as part of the budget approval process.

This document is organized in a format that provides several levels of financial and operational information about the Village's Fiscal Year 2023 Budget. Immediately preceding the sections described below is an introduction to the Village's governing body, the history of the Village, a community profile, and demographic information. Also included is a description of the Village's strategic priorities and a Village-wide organizational chart.

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## **Introduction**

The Introduction section contains the Budget Message from the Village Administrator, providing a broad overview of the FY2023 Budget, assumptions and trends considered when compiling the budget, FY2022 highlights, and FY2023 major initiatives reflected in the budget. Also included in this section is a description of the Village's budget process and timeline and a summary of the Village's financial policies. A description of the Village's financial structure, which is based on generally accepted accounting principles, is also presented in this section.

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## **Budget Summary & Financial Overview**

The Budget Summary & Financial Overview section provides an analysis of fund balance in each of the Village's funds. Revenue and expenditure summaries and trends are reflected in this section to provide information regarding the Village's funding sources and how those sources are spent. A personnel summary is included providing information related to positions and total employee compensation.

Summary and detailed information related to the Village's multi-year capital improvement program, the Village's general obligation and other debt, an analysis of the Village's Water Fund and the Village's Long Term Financial Forecast is also included in this section.

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## **General Fund**

The General Fund section provides a detailed analysis of the Village's main operating fund. General Fund revenues are described in detail and comparisons to prior years are presented when applicable.

This section also contains information related to each operating department, including the following departments.

- |                        |                  |                          |
|------------------------|------------------|--------------------------|
| ✓ Boards & Commissions | ✓ Administration | ✓ Police                 |
| ✓ Central Services     | ✓ Finance        | ✓ Information Technology |
| ✓ Public Works         |                  |                          |

Information presented for each department includes (1) the Department's mission statement and objectives, (2) organizational chart, (3) FY2022 highlights and accomplishments, (4) FY2023 strategic goals, (5) performance measures, and (6) a summary of department expenditures by type with a comparison to prior years.





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## Other Funds

This section contains a summary description and a detailed revenue and expenditure budget schedule for each of the Village's funds, other than the General Fund, including the following.

| Special Revenue            | Capital Project         | Debt Service   | Proprietary                | Fiduciary      |
|----------------------------|-------------------------|----------------|----------------------------|----------------|
| Motor Fuel Tax             | Capital Improvements    | Debt Service** | Information Technology *** | Police Pension |
| Hotel/Motel Tax            | Sidewalk & Pathway *    |                | Water                      |                |
| Downtown Business District | Equipment Replacement * |                | Sewer                      |                |
|                            | Storm Water Management  |                |                            |                |

\* As of April 30, 2022, the Sidewalk & Pathway and Equipment Replacement Funds were collapsed into the Capital Improvements Fund; therefore, Sidewalk & Pathway and Equipment Replacement Funds reflect no activity for FY2023.

\*\* As of April 30, 2022, the Village's outstanding general obligation debt is paid in full; therefore, the Debt Service Fund reflects no activity for Fiscal Year 2023.

\*\*\* As of April 30, 2022, the Information Technology Fund was collapsed into the General Fund; therefore, all non-enterprise information technology activity will be reflected in the Information Technology department of the General Fund.

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## Appendix

The appendix contains a schedule of position salaries by department, as well as supplementary information related to the principal property taxpayers located within the Village, the Village's principal employers and a variety of statistics comparing the Village of Burr Ridge to other municipalities of like size and demographics. Also included is a description of the acronyms utilized throughout this document and a glossary to assist readers with understanding the terms listed in the document.

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## On-Line Access

To access the Fiscal Year 2023 budget on-line, visit the Village's website at [Finance Department – Village of Burr Ridge](#).



***Distinguished Budget Presentation Award***

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Burr Ridge, Illinois for its Annual Budget for the fiscal year beginning May 1, 2021. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, financial plan, operations guide, and communication device. This award is valid for a period of one year only. The Village of Burr Ridge believes its current budget conforms to program requirements and are submitting it to GFOA to determine eligibility for an additional award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

***Distinguished  
Budget Presentation  
Award***

PRESENTED TO

**Village of Burr Ridge  
Illinois**

For the Fiscal Year Beginning

**May 01, 2021**

*Christopher P. Morrill*

Executive Director





The Village of Burr Ridge is governed by elected officials including the Mayor, six Trustees, and the Village Clerk, each of whom is elected at large to a four-year term. Elections are held every two years.

### **Elected Officials**

**Gary Grasso - Mayor**

*Term Expires May 2025*

**Sue Schaus - Village Clerk**

*Term Expires May 2025*

### **Trustees**

**Guy Franzese, Jr**

*Term Expires May 2025*

**Anita Mital**

*Term Expires May 2025*

**Albert Paveza**

*Term Expires May 2023*

**Antonio Schiappa**

*Term Expires May 2023*

**Russell Smith**

*Term Expires May 2025*

**Joseph T. Snyder**

*Term Expires May 2023*

### **Executive Staff\***

Evan Walter, Village Administrator

John Madden, Chief of Police

David Preissig, P.E., Public Works Director

\*The Finance Director is a contracted position and therefore not reflected as Executive Staff.

The area that is now called Burr Ridge was originally settled in 1834 by Joseph Vial, whose house still stands near the corner of Wolf and Plainfield Road. The Cook County Prison Farm (known as Bridewell Farm) was built in 1917 and was later developed into the Ambriance Subdivision. The Village was formally incorporated as the Village of Harvester (reflecting the importance of the nearby International Harvester Research Facility) in 1956, by 143 voters. In August 1962, the community changed its name to “Burr Ridge”, commemorating a large grove of Burr Oak trees along a ridge of land bordering County Line and Plainfield Roads. In the years after incorporation, Village leaders managed the transformation of large tracts of open farmlands and woodlands into orderly and balanced low-density growth with the goal of preserving the hallmark woodlands, ponds, and wetlands that are present today.



Burr Ridge experienced significant residential growth between 1970 and 2000, with the Village’s population growing from 1,600 to over 10,000 during this period. As a sign of its rapid growth, Burr Ridge became the first municipality in DuPage County to provide Lake Michigan water to all its residents in 1984. After the residential growth of the late 20<sup>th</sup>-century, commercial and retail growth followed, including the development of several large industrial parks as well as County Line Square and Village Center shopping centers, home to boutique shopping, modern health clubs and spas, and fine restaurants and hotels. Economic

development has been prompted by the combination of convenient access to major thoroughfares such as I-55, I-294, and Route 83, proximity to downtown Chicago, Midway and O’Hare Airports, low municipal taxes, and access to Lake Michigan water. Burr Ridge remains a destination of choice for residents seeking the benefits of a quiet suburb with good schools and high-quality public services.

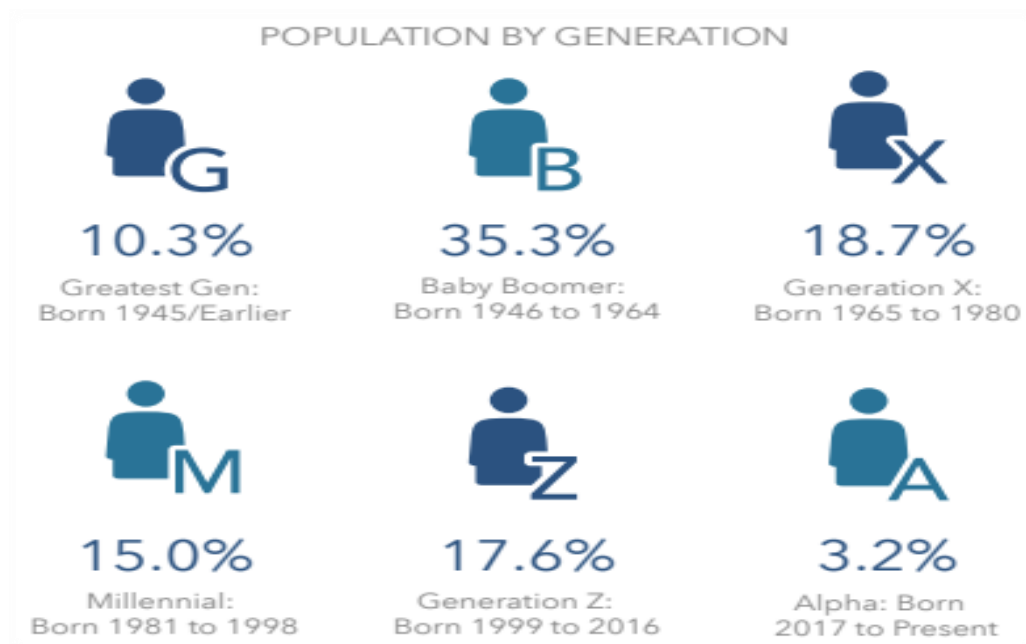
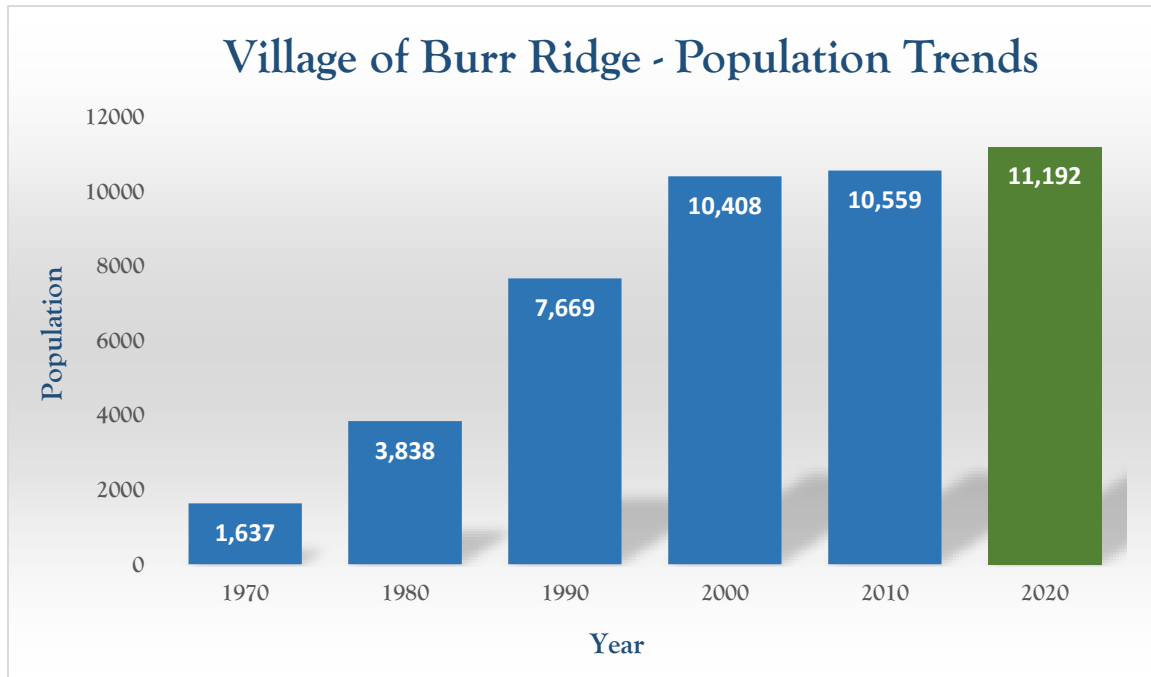
Burr Ridge today is a scenic place to live as well as to visit. With well-balanced mix of the business and residential areas, beautiful natural settings, and evolving community experience, Burr Ridge truly represents its motto in form and spirit: “A Very Special Place.”





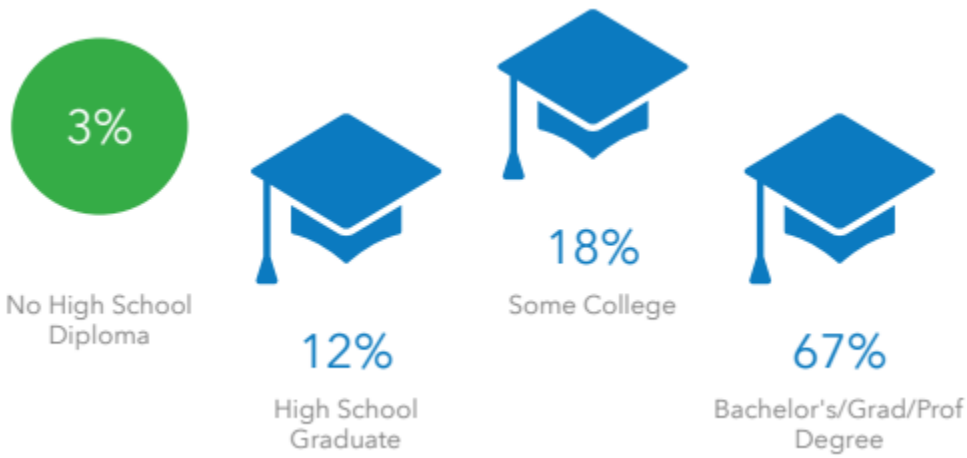
## POPULATION TRENDS AND KEY INDICATORS

Burr Ridge





## Community Profile and Demographics



823

Total Businesses



11,528

Total Employees



White Collar

90%



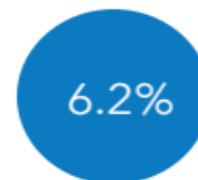
Blue Collar

7%



Services

3%

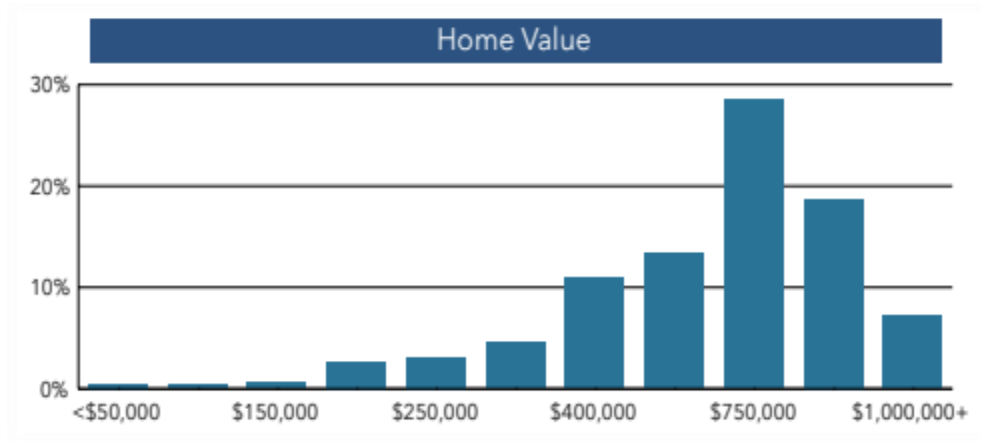


Unemployment Rate





## Community Profile and Demographics



### MORTGAGE INDICATORS



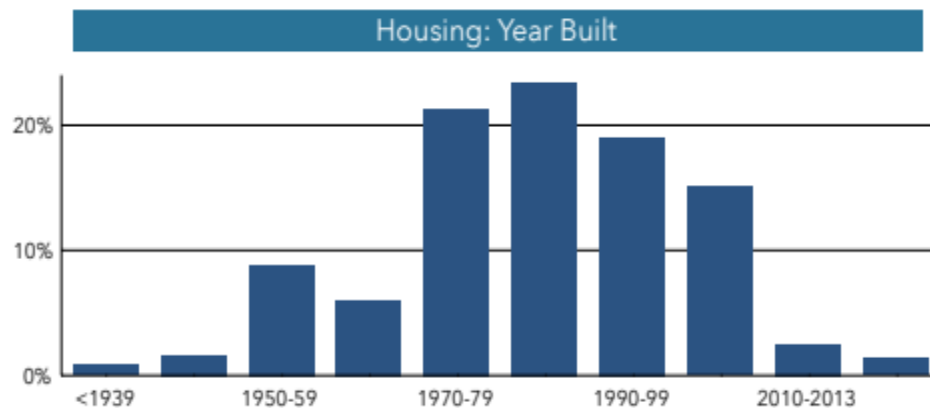
\$27,550

Avg Spent on Mortgage & Basics



17.4%

Percent of Income for Mortgage





## Community Profile and Demographics



\$150,273

Median Household  
Income



\$82,345

Per Capita Income



\$1,320,467

Median Net Worth

### Households By Income

The largest group: \$200,000+ (39.2%)

The smallest group: \$15,000 - \$24,999 (2.4%)

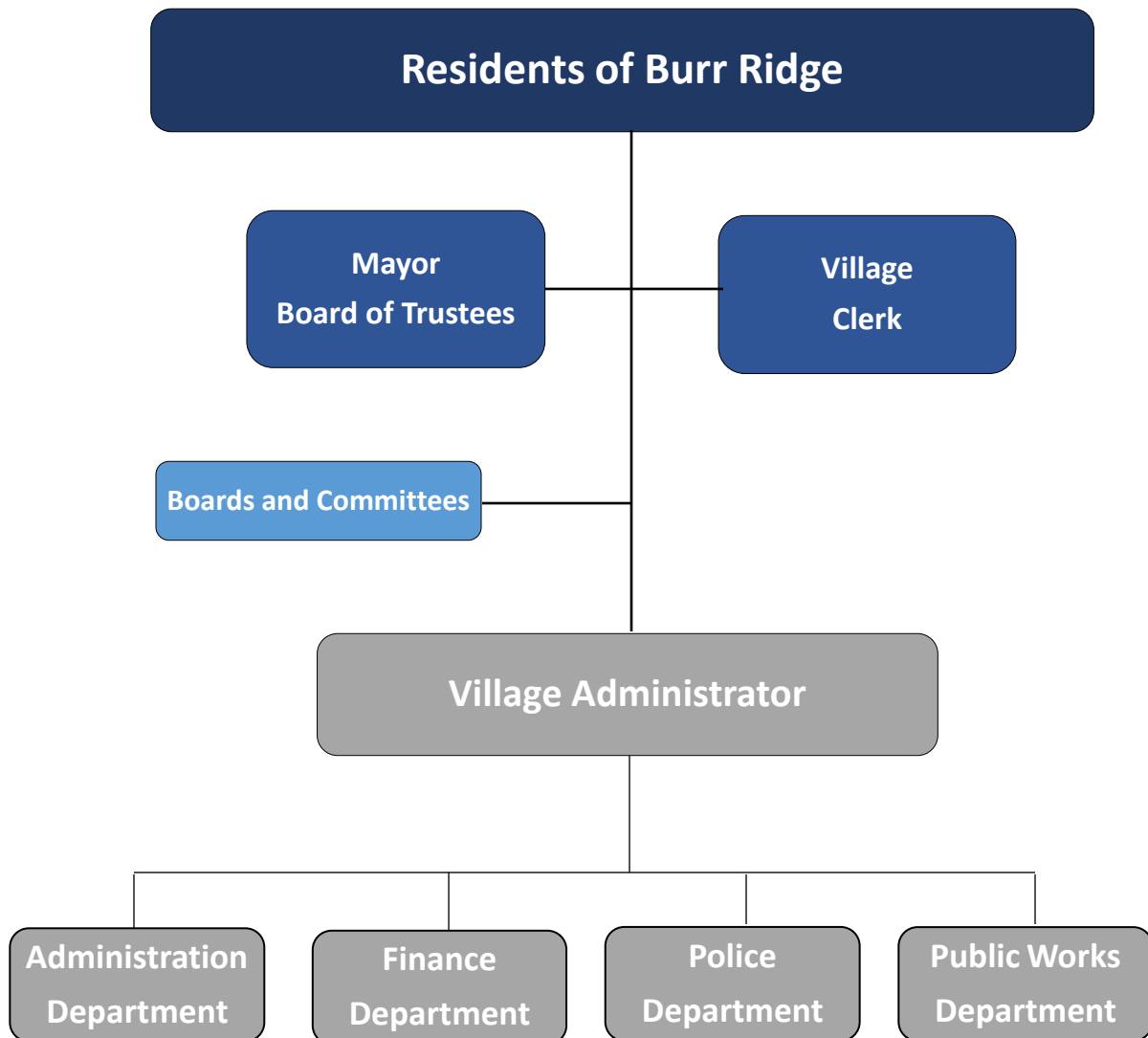
| Indicator ▲           | Value | Diff   |  |
|-----------------------|-------|--------|--|
| <\$15,000             | 3.1%  | -7.8%  |  |
| \$15,000 - \$24,999   | 2.4%  | -5.5%  |  |
| \$25,000 - \$34,999   | 4.1%  | -4.1%  |  |
| \$35,000 - \$49,999   | 5.9%  | -4.4%  |  |
| \$50,000 - \$74,999   | 9.3%  | -6.1%  |  |
| \$75,000 - \$99,999   | 5.8%  | -6.6%  |  |
| \$100,000 - \$149,999 | 19.3% | +3.2%  |  |
| \$150,000 - \$199,999 | 10.9% | +2.8%  |  |
| \$200,000+            | 39.2% | +28.5% |  |



The FY2023 budget is based on the following strategic priority areas previously defined by the Village Board of Trustees. These strategic areas focus on prudent financial management, effective communications, contributing to prosperous economic development, promoting intergovernmental relations and public safety, maintaining quality infrastructure, delivering high quality Village services, and maximizing human resources. Based on the strategic priority areas approved by the Village Board of Trustees, village staff compiled specific goals and objectives that will assist the Board in adhering to these priorities. Departmental goals and objectives can be found within the operating department narratives included in this document.

Village Senior Staff attended a Strategic Planning workshop in December 2021 to update the Village's Strategic Priorities. These Priorities will be finalized in Fiscal Year 2023 and presented in the Fiscal Year 2024 budget





**Legend:**

Elected Officials

Appointed Members

Village Staff



February 25, 2022

**To the Honorable Mayor Gary Grasso and Board of Trustees:**

We are pleased to present the Fiscal Year 2023 Budget, effective May 1, 2022 through April 30, 2023. The Board has established a commitment to exceptional service delivery for its resident and business community; this budget preserves and enhances that commitment. The budget reflects an improving local economy, modernizing organization, and a strong financial footing, using the Village's resources prudently to address a broad spectrum of services and important investments. Zero-based budgeting techniques are employed to drive priority, value, and accuracy throughout all elements of the budget.

In summary, the Village's financial position and architecture are strong. Each budget tells a story; the story of this budget is one of return on investment: investment in our business community throughout the pandemic, investment in thoughtful implementation of alternative service delivery models, and investment in core infrastructure which staff, residents, and businesses use every day to improve the lives of themselves and others. Our business community continues to thrive while the local real estate market continues its resurgence in property values. Revenues are trending upward, while reorganization, consolidation, and alternative service delivery has resulted in some of the lowest operating costs by overall percentage in many years. Based upon combined projected FY2022 and proposed FY2023 revenues and expenditures, the General Fund is projected to generate a combined surplus. In addition, despite an FY2022 draw on fund balance in the General Fund to retire the Village's police facility debt in full, the fund balance within the General Fund increases by approximately \$350,000 when comparing FY2022 to FY2023. The Village possesses significant equity and liquidity, strong credit, and a debt-free position, all leverageable to address any need or challenge which may arise in the coming years. We look forward to discussing this budget with the Village Board and working to improve the budget in a public forum in the coming weeks and months.

**Fiscal Year 2022 Overview**

**Revenues**

FY2022 projected all-fund revenues (including business, enterprise, special revenue, and fiduciary funds) equals **\$20,317,297**, net of interfund transfers. The General Fund is projected to generate approximately \$9.6 million in total revenue, the highest such total in Village history. Specific highlights of the Village's FY2022 revenue structure include:

- ✓ Sales, Use, and Place of Eating tax revenues significantly exceeded expectations, generating nearly \$500,000 more than originally budgeted.
- ✓ State income tax distributions increased by approximately \$240,000 after the Village's Census results were certified, which saw an additional 600 persons added to the Village. This additional revenue will continue to be distributed to the Village over the decennial Census period, resulting in approximately \$2,400,000 of additional revenue through 2031.
- ✓ Hotel/Motel Tax revenues are projected to exceed estimates by approximately \$260,000, totaling approximately \$600,000.

**Expenditures**

FY2022 all-fund projected expenditures (including general, capital, debt, transfers, and fiduciary funds) equals **\$24,822,342**, net of interfund transfers. General Fund expenditures are projected at almost \$10 million, the



highest in Village history when factoring in an approximately \$1.2 million one-time transfer to the Debt Service Fund to retire the police facility debt. Other expenditures notes include:

- ✓ Approximately \$1.7 million in capital expenditures occurred in FY2022, including an \$875,000 Road Program and the \$500,000 Chasemoor Lift Station Replacement.
- ✓ The Village spent approximately \$160,000 in professional services related to building permitting; the Village received over 430 total building permit applications in calendar year 2021 and far exceeding projection, with many of these permits related to investments in single-family residential properties.
- ✓ Personnel expenditures are expected to be under budget in all funds.

#### Major Accomplishments

- ✓ **Retired Police Station Debt.** The Village has the privilege of calling itself a “debt free community” after it retired \$6.2 million in outstanding bonds related to the construction of the police facility (*Strategic Priorities: Prudent Financial Management and Promote Public Health and Safety*).
- ✓ **Downtown Business Development District.** The Village implemented a Business Development District encompassing downtown Burr Ridge, the first of its kind in Village history. Revenue generated by this district will be used to support its redevelopment goals over the next 23 years (*Strategic Priorities: Contribute to Prosperous Economic Development and Maintain Quality Infrastructure*).
- ✓ **Father’s Day Tornado Response.** Primarily led by the Public Works Department, the Village responded to a major weather event. Many blocks and neighborhoods were significantly affected by wind and rain damage which affected the trees, cars, accessory structures, and other property (*Strategic Priorities: Deliver High Quality Village Services and Effective Communications*).
- ✓ **Police Camera and Safety Technology.** The Village entered into a five-year agreement with Axon to lease body-worn cameras and fleet cameras, as well as TASER products. This vertically integrated package will ensure that the Village’s sworn personnel are accountable to the community and compliant with State law (*Strategic Priorities: Promote Public Health and Safety and Maximize Human Resources*).
- ✓ **Completed Hydraulic and Rate Water Model Studies.** The Village finalized a five-year capital improvement plan specifically related to the Village’s water utility system. These studies identified key areas of investment need in the utility and created a model to sustainably fund the needs of the Water Fund through 2028 (*Strategic Priorities: Prudent Financial Management and Maintain Quality Infrastructure*).
- ✓ **Multiple GFOA Awards.** The Village was the recipient of two budget awards from the Government Finance Officers Association (GFOA) for its presentation of the FY2022 budget and a special recognition for its capital budget. Only Burr Ridge and Wilmette are known to have won both awards in the 2022 budget cycle. The Village also receives the GFOA Certificate of Excellence in Financial Reporting on an annual basis (*Strategic Priorities: Prudent Financial Management and Effective Communications*).

#### Fiscal Year 2023 Overview

##### Revenues

FY2023 budgeted revenues equal **\$21,156,658**, net of interfund transfers. The Village is projected to immediately break the previous General Fund revenue record set in FY2022 with more than \$10 million in revenue (net of interfund transfers) with a preliminary operating surplus of approximately \$400,000. These revenue increases are expected to be sustainable despite a significant influx of money from the American Rescue Plan Act (ARPA), as just 2% of FY2023 General Fund revenues are attributable to ARPA. Specific highlights of the Village’s FY2023 revenue structure include:





- ✓ Sales, Use, and Place of Eating tax revenues are projected to exceed FY2022 revenue levels due to the addition of several significant new sales tax-generating businesses in the community, as well as sustained inflation.
- ✓ The Village's total property tax levy was approved with no projected rate increase for FY2023. While the statutorily required contribution to the Police Pension Fund decreased by approximately \$11,000 as compared to the prior year due to position investment gains, the Village increased its contribution for FY2023 by approximately \$24,000. Even with this additional contribution, the Village's share of the average property tax bill is expected to drop to approximately 1.5% of the resident's total property tax bill.
- ✓ Hotel/Motel Tax revenues are projected to exceed projected FY2022 totals and reach 90% of pre-pandemic levels. The State currently permits non-home rule municipalities to spend up to 25% of all Hotel/Motel Tax revenue and fund balance on capital infrastructure or economic development projects; in FY2023, approximately \$150,000 will be transferred to support the 2022 Road Program included in the FY2023 budget.

#### Expenditures

Total FY2023 budgeted expenditures for all funds (including capital, debt, and fiduciary funds) equal **\$21,226,346**, net of interfund transfers. Of this total, just under \$9.7 million in General Fund expenditures (net of interfund transfers) are planned. Major expenditure categories include:

- ✓ Capital spending of \$3.9 million is planned, including \$1 million in water system improvements, \$950,000 in street and pathway maintenance, and \$775,000 in fleet, technology, and machinery upgrades.
- ✓ The Information Technology (IT) Fund has been liquidated and re-established as the Information Technology Department within the General Fund; approximately \$450,000 in recurring expenditures previously located in the separate IT Fund are now included in the General Fund.
- ✓ Personnel costs as a percentage of total General Fund expenditures is projected to be the lowest since the Great Recession with minimal cost growth from FY2023; conversely, the organization continues to deepen and broaden its pool of talent and experience through new organizational models and service delivery options.

#### Major Initiatives

- ✓ Major capital investments are planned, including:

|   |   |
|---|---|
| \$768,300 - Road Program                      | \$211,510 - Vehicle Leasing and Upfitting           |
| \$655,000 - South Water Tower Recoating       | \$135,000 - Police Station Security/Access Upgrades |
| \$200,000 - AMI Water Billing Technology      | \$150,000 - Village-wide IT System Upgrades         |
| \$172,500 - Willow Springs Water Interconnect | \$125,000 - Kraml Drive Pathway Replacement         |
| \$160,000 - Pipehunter, Jetter and Trailer    | \$150,000 - Public Safety Camera System             |

(Strategic Priorities: Prudent Financial Management and Maintain Quality Infrastructure)
- ✓ The Police Department is poised to create a second Deputy Chief position within its rank structure. This addition is necessary due to the ever-increasing mandates imposed upon Illinois municipalities by the State related to public safety and culminating with the Safe-T Act passed in 2021. This position will also create additional staffing capacity and flexibility within the overall patrol functions of the Department (Strategic Priorities: Promote Public Health and Safety and Maximize Human Resources).
- ✓ A standalone Capital Improvement Plan (CIP) titled "Foundation Burr Ridge" is planned to be created by the start of the FY2024 budget process. This document will specify all Village capital needs on a rolling 20-year basis. As a growing percentage of the Village's overall expenditures are capital-related, it will be critical to have a keen understanding of our needs over the long term (Strategic Priorities: Prudent Financial Management, Effective Communications, and Deliver High Quality Village Services).



- ✓ Major assessment studies of Village Hall and the Public Works building will continue with the goal of understanding the Village's long-term facility needs (*Strategic Priorities: Maintain Quality Infrastructure and Prudent Financial Management*).
- ✓ Approximately \$125,000 in special events are scheduled in FY2023. This is the largest budget and highest number of unique event types in Village history, including Armed Forces Day, Run the Ridge 5K, nine concerts, the Taste of Burr Ridge and Car Show, and the Deck the Green holiday event (*Strategic Priorities: Effective Communications and Promote Intergovernmental Relations and Opportunities*).

Further information on each of these important investments is available in the budget document.

### **American Rescue Plan Act (ARPA) Overview**

At the January 10, 2022, Board meeting, staff was provided with preliminary feedback regarding the Village's Capital Improvement Plan (CIP) as well as potential uses of ARPA funds. The following use of ARPA funds as reflected in the draft FY2023 budget is proposed below. These projects represent Village expenditures which do not have dedicated funding sources, while some uncommitted funds remain for other purposes as directed.

| Project                               | FY22      | FY23      | FY24      |
|---------------------------------------|-----------|-----------|-----------|
| Brush Chipper / Stump Grinder         | \$143,000 |           |           |
| Kraml Drive Pathway Replacement       |           | \$125,000 |           |
| Utilities Pipehunter Jetter & Trailer |           | \$160,000 |           |
| Police Station Facility Upgrades      |           | \$215,000 |           |
| Public Safety Camera System           |           | \$100,000 |           |
| 79 <sup>th</sup> Street Pathway       |           | \$35,000  | \$175,000 |
| Elm Street Culvert Replacement        |           | \$95,000  | \$105,000 |
| Uncommitted Funds                     |           | \$311,000 |           |

### **Closing Comments**

Primary responsibility for the preparation of the budget document and Budget and Appropriation Ordinance lies with our Finance consultants Annmarie Mampe and Heather Davis. Without their skill and dedication, none of this would be possible, and they have my gratitude. A larger group of talented individuals also contributed significantly to this document, including Police Chief John Madden, Public Works Director Dave Preissig, Deputy Police Chief Marc Loftus, Assistant to the Public Works Director Andrez Beltran, Village Arborist Nick Just, Community Engagement Analyst Hannah Weyant, Executive Assistants Cindy Pavelchik and Julie Tejkowski, and Intern Gabriel Lopez. Staff will review direction from the Board on the necessity, priority, and timing of proposed expenditures, as well as funding alternatives, to guide the formation of the final budget recommendation in April. We look forward to discussing this plan with the Board and engaging with the community in the coming weeks and months.

Sincerely,

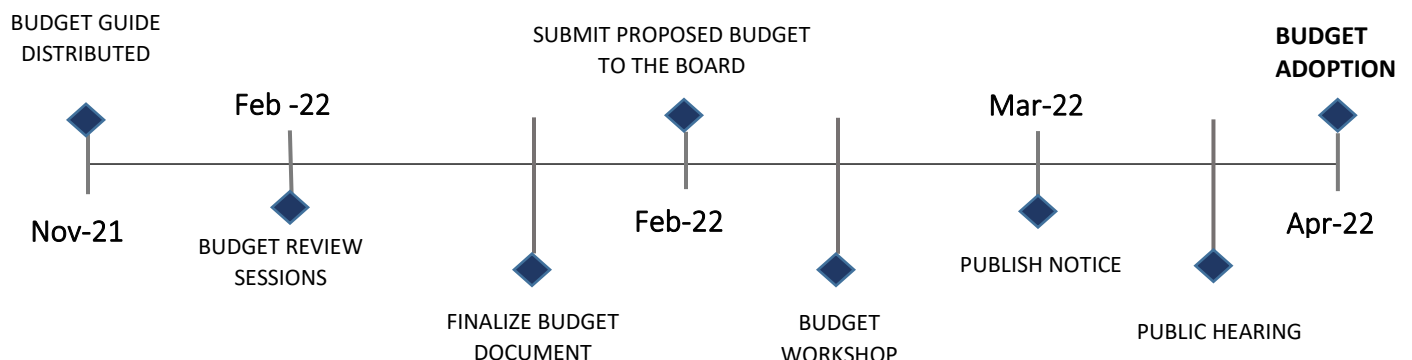
Evan Walter  
Village Administrator



### Budget Guidelines and Schedule

The Village's budget is prepared using priority-based assumptions; that is, unless legally required, all expenditures require internal justification for inclusion in the forthcoming budget year. All aspects of the budget are prepared on a zero-base approach, meaning that the budget is built from scratch every year and is flexible from year to year based on the needs of the community and staff or upon direction of the Board. Requests for across-the-board increases are discouraged. Staff is encouraged to identify returns on investment that will result in future expenditure reductions. Use of fund balance to pay for general operations is presently discouraged but will be considered if future expenditure reductions can be identified.

Below is a timeline of the budget process. 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 general public or residents. The tentative budget made available and may be inspected by the 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. Amendments to the approved budget that are necessary due to unforeseen or unplanned expenditures are brought to the Board for approval on an as needed basis. In addition, budgeted adjustments needed for items reflected in the approved budget are brought to the Board for approval on a quarterly basis.



| FY2023 Budget Timeline             |   |
|------------------------------------|---|
| November 30, 2021                  | Fiscal Year 2023 Budget Kickoff Meeting; Distribute Budget Guide to Department Heads          |
| December 1, 2021 – January 4, 2022 | Review of the estimated revenues and expenditures for Fiscal Year 2023                        |
| January 8, 2022                    | Department head budgets due to the Village Administrator and Finance Department               |
| February 1-3, 2022                 | Review meetings with the Village Administrator, Finance Department and Department Heads       |
| February 18, 2022                  | Finance Department and the Village Administrator finalize the budget document                 |
| February 21-25, 2022               | Preparation of the budget transmittal message, assembly, and printing of budget document      |
| February 25, 2022                  | FY2023 Proposed budget submitted to the Board of Trustees                                     |
| March 14, 2022                     | Village Board of Trustees Budget workshop   |
| March 28, 2022                     | Publish “Notice of Availability of Budget and Public Inspection” and Notice of Public Hearing |
| April 11, 2022                     | Public Hearing on the Proposed Budget and Budget Ordinance adopted by the Board               |
| April 30, 2022                     | Village Clerk files the Budget Ordinance with the Counties of Cook and DuPage                 |
| May 1, 2022                        | Fiscal year 2023 begins   |



### **Budgetary Policies and Basis of Presentation**

Annual budgets are adopted for the general, special revenue, debt service, capital projects, enterprise, internal service, and pension trust funds. The budget is prepared on the cash basis of accounting, which differs from the Village's annual audited financial statements, which are on the accrual/modified accrual basis of accounting. The significant differences are noted below:

- ✓ In accordance with generally accepted accounting principles (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.
- ✓ Depreciation Expense is reported in the Enterprise and Internal Funds' financial statements but is not budgeted.
- ✓ Capital outlay expense in the enterprise funds and internal service fund are included in the operating budget, whereas purchases of such items are included in the capital assets of the enterprise funds balance sheet on its financial statements.

Expenditures may not legally exceed the appropriated amounts at the fund level. The Village Administrator has the authority to amend the budget within an individual fund. 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. Once the budget is adopted, the Village Board can amend it by ordinance if deemed necessary. Amendments are presented at the end of each quarter, if necessary. The following are the significant financial policies of the Village. The Finance Department continually reviews these policies and periodically recommends new policies or changes to existing policies for approval by the Village Board.

### **General Fund Balance Policy**

In the context of financial reporting, the term "Fund Balance" is used to describe the net position of governmental funds calculated in accordance with accepted accounting principles (GAAP). A fund balance policy establishes a minimum level of available funds required to provide financial stability, cash flow for operations, and the assurance that the Village will be able to respond to emergencies with fiscal strength. More detailed financial reporting as it relates to fund balances and the increased disclosures will aid the user of the financial statements in understanding the availability of resources. It is essential to maintain adequate levels of funding to mitigate current/future risks (e.g., revenue shortfalls and anticipated expenditures) and are crucial in long-term financial planning. Credit rating agencies carefully monitor levels of unassigned General Fund balance to evaluate the Village's continued creditworthiness.

According to Resolution R-16-18, approved in May 2018, the Village's General Fund shall maintain a minimum unreserved fund balance of 20% of the current fiscal year's operating expenditures. Current expenditures are to be paid with current revenues and excess fund balance is subject to the fund balance limitation set by Board policy. Per Village policy, which states that General Fund revenues generally must exceed budgeted expenditures during a given fiscal year, the General Fund has a history of revenues exceeding expenditures, thus maintaining a balanced budget in compliance with the current Village fund balance policy. The FY2023 budget for the General Fund complies with Board policy.

Subsequent to compilation of the FY2023 Budget, the Village Board approved an updated fund balance policy for the Village's General Fund. The revised policy reads as follows.





### *Purpose*

In the context of financial reporting, the term “fund balance” is used to describe the net position of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). A fund balance policy establishes a minimum level of fund balance required to provide financial stability, cash flow for operations and the assurance that the Village will be able to respond to emergencies with fiscal strength.

The philosophy of the Village of Burr Ridge (“Village”) is to support long-term financial strategies, where fiscal sustainability is the highest priority, while also building funds for future growth. The purpose of this policy is to establish guidelines in providing for an unrestricted fund (reserve) balance in the Village’s General Fund. Policy considerations include the following.

- ✓ The General Fund is the primary operating fund of the Village. The fund balance in this fund is intended to serve as a measure of the financial resources available to the Village at a given point in time.
- ✓ An adequate fund balance may ensure that the Village can mitigate current and future revenue shortfalls and/or unanticipated expenditures.
- ✓ Fund balance is an important consideration in long-term financial planning. In addition, credit rating agencies utilize fund balance levels to evaluate a government’s continued creditworthiness.

### *Policy Statements*

The General Fund’s unrestricted fund balance shall be designated for the purposes and amounts as follows.

- ✓ *Minimum Contingency Balance* - to provide available funding in the case of emergencies or extreme contingencies; this balance shall be set at 20% of the ensuing year’s General Fund expenditure budget, net of budgeted capital projects and one-time significant items.
- ✓ *Target Additional Balance* - to maintain a fund balance of approximately 5% above the *Minimum Contingency Balance* of the ensuing year’s General Fund expenditure budget, net of budgeted capital projects and one-time significant items.
- ✓ *Unrestricted Fund Balance* – all fund balance above and beyond those balances reserved in the *Minimum Contingency Balance* and the *Target Additional Balance*.
- ✓ The *Target Additional Balance* shall be permitted to be used to fund one-time capital projects or achieve specific objectives by approval of the Board but shall not otherwise be used on an annual basis to fund recurring operating expenditures. The *Target Additional Balance* shall provide for a buffer between the Village’s *Unrestricted Fund Balance* and the *Minimum Contingency Balance*.
- ✓ The *Minimum Contingency Balance*, as well as the *Target Additional Balance*, will be considered as part of the annual budget process and an analysis, based on the proposed budget and to include prior year’s fund balance, shall be presented to the Village Board prior to approval of the annual budget.
- ✓ Shortages from the requirements of this policy shall be built up to policy levels within two (2) fiscal years. Shortage is defined as having less than the total of the *Minimum Contingency Balance* and the *Target Additional Balance* at fiscal year-end. Shortage may also be defined as a projection at the time of budget preparation that would indicate the policy requirements will not be met at the current fiscal year end.



- ✓ Any *Unrestricted Fund Balance* may be included in the subsequent year's budget, if necessary, to cover budgeted expenditures that exceed budgeted revenues.
- ✓ Use of the General Fund's *Minimum Contingency Balance* or *Target Additional Balance* is prohibited as a funding source for recurring operating expenditures.

#### ***Cash and Investment Policy***

As required by State statute, the Village has formal investment policies for both Village and Police Pension investments. Investment policies provide guidelines for the prudent investment of Village and Police Pension Fund investments in compliance with state statutes. Investment policies are currently up to date with the Illinois Sustainable Investing Act.

#### ***Police Pension Funding Policy***

The Village's adopted Police Pension Funding Policy states that the Village will annually contribute 100% of the Illinois statutory minimum required contribution to the Pension Fund. Beginning in FY2022, staff has begun to work with the Village's actuaries to develop a pension-modeling tool that assists in determining how various factors affect the long-term financial health of the pension plan. Staff plans to present annual pension funding tax levy options to the Board in the future to implement a sound and financially feasible funding policy that creates structural budgetary relief for the Village while providing additional value for the Police Pension Fund.

#### ***Capital Asset Policy***

The Village has a formal capital asset policy which provides guidance on the financial aspects and stewardship of Village's capital assets; this policy was revised and updated in 2021. This policy documents the Village's capitalization thresholds, depreciation methods, and capital planning process. For financial reporting purposes, an item must be at or above the capitalization threshold of \$10,000 per unit to be considered a capital asset. Capital investment objectives are prioritized by the Village Board and appropriately reflected in the capital and operating budgets.

- ✓ The Village develops a multi-year plan for capital improvements which is updated annually, and all capital improvements are budgeted in accordance with this plan, otherwise known as the Capital Improvement Plan (CIP). Various funding sources, including but not limited to the General, Motor Fuel Tax, Hotel/Motel, Water, and Sewer Funds are allocated to support these improvements.
- ✓ The Village maintains its physical assets at a level adequate to protect the capital investment and to minimize future maintenance and replacement costs.
- ✓ The operating budget provides for adequate maintenance and orderly replacement of capital equipment from current revenues when possible.

As was previously noted in the Budget Message, a major Fiscal Year 2023 goal is to further elaborate upon the Village's capital planning needs into a document called "Foundation Burr Ridge".



### **Basis of Presentation and Measurement Focus**

The finances of the Village are organized and operated on the basis of “funds”. A “fund” is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid in demonstrating compliance with finance-related legal and contractual provisions. The Village has nine funds, all of which are reflected in the Village’s financial statements and classified into one of the following categories – Governmental, Proprietary and Fiduciary Funds.

#### ***Governmental Funds***

Governmental funds are used to account for the Village’s general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when “measurable and available”. Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after fiscal year-end. The Village recognizes property taxes when they become both measurable and available. For all other government fund revenues, a one-year availability period is used for revenue recognition. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are recognized when due. Governmental funds include the following fund types:

- ✓ *General Fund*: primary operating fund, accounting for all financial resources, except those required to be accounted for in another fund
- ✓ *Special Revenue Funds*: account for revenue sources that are restricted to expenditures for a specific purpose (not including expendable trusts or major capital projects)
- ✓ *Debt Service Funds*: account for the servicing of general obligation long-term debt not being financed by proprietary or nonexpendable trust funds, including accounting for property taxes levied for the payment of principal and interest on all general obligation debt, as well as the payment of these obligations
- ✓ *Capital Projects Funds*: account for the acquisition of fixed assets or construction of major capital projects not being financed by proprietary or nonexpendable trust funds

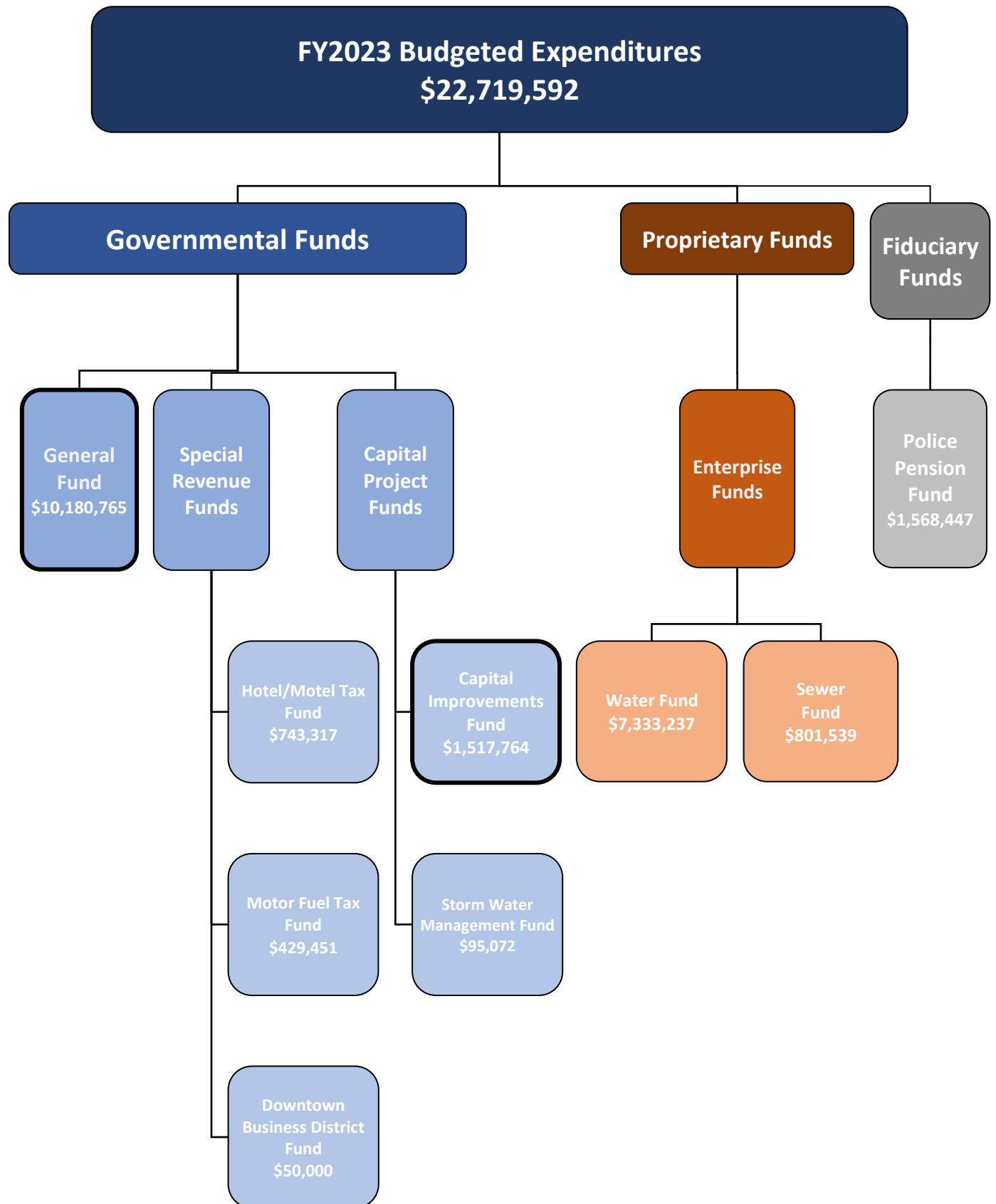
#### ***Proprietary Funds***

Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Proprietary funds include the following fund types:

- ✓ *Enterprise Funds*: account for those operations that are financed and operated in a manner similar to private business or where the Board has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability
- ✓ *Internal Service Funds*: account for operations that provide services to other departments or agencies of the Village, or to other governments, on a cost-reimbursement basis

#### ***Fiduciary Funds***

Fiduciary funds account for assets held by the Village in a trustee capacity or as an agent on behalf of others. These funds are accounted for in essentially the same manner as proprietary funds, using the same measurement focus and basis of accounting.







## Major Governmental Funds

Governmental funds are classified as either major or non-major funds. A fund is classified as a major governmental fund if revenues, expenditures, assets, or liabilities of that fund are at least 10 percent of the corresponding totals, excluding extraordinary items, for all governmental funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. The Village can report any fund that does not meet these requirements as a major fund if this presentation better reflects the purpose and financial condition of that fund. The Village has two major governmental funds, as follows:

- ✓ *General Fund (always classified as major):* accounts for most of the Village's day-to-day operations
- ✓ *Capital Improvements Fund:* accounts for public improvements and large multi-year projects that are funded by a variety of sources

## Non-Major Governmental Funds

The Village has four funds which do not meet the major fund classification requirements listed above and are therefore classified as non-major funds, as follows:

- ✓ *Hotel/Motel Tax Fund:* accounts for the receipt and subsequent spending of the Village's 4% hotel/motel tax
- ✓ *Motor Fuel Tax Fund:* accounts for funds received from the State of Illinois Motor Fuel Tax to be used for operating and maintaining local streets and roads
- ✓ *Downtown Business District Fund:* accounts for the receipt and subsequent spending of sales and hotel/motel taxes collected within the business district
- ✓ *Storm Water Management Fund:* accounts for improvement and/or replacement projects related to the Village's storm water management system; these projects are funded by a variety of sources

Effective April 30, 2022, the Sidewalk/Pathway and the Equipment Replacement Funds (non-major Capital Projects Funds) were collapsed; beginning May 1, 2022, the activity of these funds is reflected in the Capital Improvement Fund (major Capital Projects Fund). The overall goal of this consolidation was to reflect the majority of governmental-type capital spending in a single fund, as well as to simplify financial reporting.

In addition, effective April 30, 2022, the Information Technology Replacement Fund (Internal Service Fund) was collapsed and beginning April 30, 2022, the activity of this fund is reflected as a department in the General Fund. The Water and Sewer Funds will continue to contribution funding for Village-wide technology spending.

The following chart summarized the relationship between operating departments and fund spending.

| Operating Departments      |                |         |                  |              |        |
|----------------------------|----------------|---------|------------------|--------------|--------|
| Fund                       | Administration | Finance | Central Services | Public Works | Police |
| General                    | X              | X       | X                | X            | X      |
| Capital Improvement        |                |         |                  | X            |        |
| Hotel/Motel Tax            | X              | X       |                  |              | X      |
| Motor Fuel Tax             |                | X       |                  | X            |        |
| Downtown Business District | X              | X       |                  |              |        |
| Storm Water Management     |                |         |                  | X            |        |
| Water                      |                | X       |                  | X            |        |
| Sewer                      |                | X       |                  | X            |        |
| Police Pension             |                | X       |                  |              | X      |

**Fund Balance Analysis & Changes in Fund Balance**

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**Fund Balance Analysis**

In governmental funds, the difference between the assets and liabilities is reported as fund balance. The Village's governmental funds balance sheet included in its audited annual financial statements reflects fund balance categorized as follows:

*Non-spendable* – portion of fund balance that is not available to be spent, either short-term or long-term, in either form or through legal restrictions

*Restricted* – portion of fund balance that is subject to external enforceable legal restrictions

*Committed* – portion of fund balance where the constraint on spending the fund balance is self-imposed by formal action of the highest level of decision-making authority

*Assigned* – portion of fund balance constrained by the Village's intent to use fund balance for a specific purpose

*Unassigned* – available expendable resources that are not the object of management plans, i.e., assignments.

**Changes in Fund Balance**

*General Fund* – A draw down of approximately \$1.2 million in fund balance occurred in FY2022 to transfer funds to the Debt Service Fund. This transfer provided the remaining funding needed to fully retire the outstanding GO Refunding Bonds, Series 2017 one year prior to maturity. Projected fund balance at the end of FY2023 is forecasted at approximately \$5.8 million, or 63.8% of annual recurring operating expenditures. Despite significant disruption to the local economy and the Village's revenue streams caused by the pandemic, as well as the use of \$1.2 million in fund balance to retire the Series 2017 bonds, the General Fund is projected to have approximately \$450,000 in additional fund balance at the end of FY2023 compared to the end of FY2020 and has had a fund balance exceeding 60% in each of the previous three fiscal years, as well as the proposed FY2023 fiscal year.

The Information Technology Fund was collapsed at the end of FY2022 and the remaining fund balance, net of capital assets, was transferred to the General Fund. All future information Technology costs will be recorded in the General Fund under the Information Technology Department.

*Motor Fuel Tax Fund* – Based on actual receipt of Rebuild Illinois Funds in FY2022 and the projected receipt of these funds in FY2023, fund balance in the Motor Fuel Tax Fund has increased significantly as compared to fund balance at the end of FY2021. While Motor Fuel Tax revenues are utilized to fund the Village's annual road improvement program through an interfund transfer from the Motor Fuel Tax Fund to the Capital Improvement Fund, the funds received through the Rebuild Illinois program are restricted to bondable road projects (although bonds need not necessarily be issued to expend these funds). Staff has presented a preliminary recommendation to use these funds for a significant improvement to 83<sup>rd</sup> Street but has not received final approval at this time. Once the Village determines, and receives approval for allowable projects, the Village will draw on fund balance to cover the cost of appropriate projects.

*Hotel/Motel Tax Fund* – The Village's Hotel/Motel Tax Fund receives funding from the Village's 4% Hotel/Motel Tax. Expenditures of this fund include funding for the promotion of overnight tourism within the Village, as well as transfers to the Village's Capital Improvement Fund. Hotel/Motel Tax collections averaged \$572,000 per year from FY2016 – FY2020. This revenue source was significantly affected by the pandemic; therefore, fund balance has declined between FY2020 actual and FY2023 projected. FY2022 collections are projected at approximately \$590,000, double the collections in FY2021. FY2023 collections are budgeted at approximately \$622,000, a 5.2% increase over FY2022 projections.

**Fund Balance Analysis & Changes in Fund Balance**

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*Downtown Business District Fund* - In September 2021, the Village of Burr Ridge approved a plan to designate a Business District and to impose a Business District tax pursuant to the Illinois Business District Development and Redevelopment Law. The revenue generated by the District includes a Business District Retailer Occupation Tax of 1% of the selling price of tangible personal property and a Business District Hotel Operators' Occupation Tax of 1% of gross rental receipts from hotel rooms with the Business District. The Revenues generated by the Business District Tax can only be used to support redevelopment goals of the District. The projected fund balance at the end of FY2022 is \$161,543 with budgeted revenues in FY2023 at \$566,378 and a transfer to the General Fund of \$50,000 with a projected fund balance at the end of FY2023 of \$677,921.

*Capital Project Funds* – The Village's Capital Project Funds receive funding through interfund transfers from the General Fund, as well as periodic developer donations, and State and Federal funding awarded for specific projects. Fund balance in these funds fluctuates depending on the timing of the receipt and expenditure of funds.

In FY2022, the Village collapsed the Sidewalk/Pathway and Equipment Replacement Funds and transferred remaining fund balance to the Capital Improvement Fund. The Capital Improvement Fund has a projected fund balance at the end of FY2023 of approximately \$301,000; this balance will be utilized to ensure smooth funding sources are available for future capital projects.

*Storm Water Management Fund* – No activity occurred in this fund in FY2022, with one additional project planned in FY2023. The Village is currently planning to complete the engineering for the Elm Street Culvert project in FY2023, with construction to follow in FY2024. This project will be funded using available ARPA funds, as well as with a \$785,000 federal grant recently awarded to the Village.

*Water Fund* – Unrestricted fund balance in the Water Fund has decreased by approximately 53.0% when comparing FY2020 actual to the FY2023 projected. While revenues from the sale of water have increased by approximately 23.7% when comparing FY2019 actual to the FY2022 Budget, operating costs have grown by approximately 27.3% over the same period. In addition, a significant cash funded capital project occurred in FY2020 to replace water main in the Carriage Way subdivision, as well as the Chasemoor subdivision. A draft of a water rate study was introduced to the Village Board in late FY2022. Upon adoption of the study, the proposed rates will be approved by ordinance and factored into upcoming budget year's revenue calculations.

*Sewer Fund* – Unrestricted net position in the Sewer Fund had remained consistent from FY2019 through FY2022. The FY2022 budget included a significant capital project to rehabilitate the Chasemoor Lift Station. This project was partially funded by a draw down on fund balance.

*Police Pension Fund* – The sole fiduciary fund in the Village, the Police Pension Fund, holds assets in a trustee capacity, to provide defined benefits to retired sworn officers. Fund balance within this fund fluctuates based on the market value of the assets held, as well as the contributions into the fund and expenses of the fund. Net position at the end of FY2023 is projected at \$24,119,771 and is restricted for providing pension benefits to member of the pension fund.

A detailed view of fund balance for each of the Village's budgeted funds can be found on the following pages.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Fund Balance Analysis**

|                             | Projected Fund<br>Balance<br>FY2022 | Budgeted<br>Revenues | Budgeted<br>Expenditures | Projected Fund<br>Balance<br>FY2023 |
|-----------------------------|-------------------------------------|----------------------|--------------------------|-------------------------------------|
| <b>General Operating</b>    |                                     |                      |                          |                                     |
| General Fund                | \$ 5,421,959                        | 10,531,236           | \$ 10,180,765            | \$ 5,772,430                        |
| <b>Special Revenue</b>      |                                     |                      |                          |                                     |
| Motor Fuel Tax Fund         | 501,079                             | 545,257              | 429,451                  | 616,885                             |
| Hotel/Motel Tax Fund        | 161,271                             | 648,246              | 743,317                  | 66,200                              |
| Business District Fund      | 161,543                             | 566,378              | 50,000                   | 677,921                             |
| <b>Capital Projects</b>     |                                     |                      |                          |                                     |
| Capital Improvements Fund   | 578,743                             | 1,240,153            | 1,517,764                | 301,132                             |
| Sidewalks/Pathway Fund      | -                                   | -                    | -                        | -                                   |
| Equipment Replacement Fund  | -                                   | -                    | -                        | -                                   |
| Storm Water Management Fund | 18,171                              | 107,000              | 95,072                   | 30,099                              |
| <b>Debt Service</b>         |                                     |                      |                          |                                     |
| Debt Service Fund           | -                                   | -                    | -                        | -                                   |
| <b>Enterprise</b>           |                                     |                      |                          |                                     |
| Water Fund                  | 1,121,665                           | 6,981,732            | 7,333,237                | 770,160                             |
| Sewer Fund                  | 1,348,962                           | 638,801              | 801,539                  | 1,186,224                           |
| <b>Internal Service</b>     |                                     |                      |                          |                                     |
| Information Technology Fund | -                                   | -                    | -                        | -                                   |
| <b>Fiduciary</b>            |                                     |                      |                          |                                     |
| Police Pension Fund         | 24,297,117                          | 1,391,101            | 1,568,447                | 24,119,771                          |
| <b>TOTAL ALL FUNDS</b>      | <b>\$ 33,610,509</b>                | <b>\$ 22,649,904</b> | <b>\$ 22,719,592</b>     | <b>\$ 33,540,821</b>                |



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
*Changes in Fund Balance*

|                             | Audited<br>Fund Balance<br>FY2020 | Audited<br>Fund Balance<br>FY2021 | Projected<br>Fund Balance<br>FY2022 | Projected<br>Fund Balance<br>FY2023 |
|-----------------------------|-----------------------------------|-----------------------------------|-------------------------------------|-------------------------------------|
| <b>General Operating</b>    |                                   |                                   |                                     |                                     |
| General Fund                | \$ 5,318,930                      | \$ 5,594,520                      | \$ 5,421,959                        | \$ 5,772,430                        |
| <b>Special Revenue</b>      |                                   |                                   |                                     |                                     |
| Motor Fuel Tax Fund         | 10,286                            | 387,194                           | 501,079                             | 616,885                             |
| Hotel/Motel Tax Fund        | 238,242                           | 180,738                           | 161,271                             | 66,200                              |
| Business Development Fund   | -                                 | -                                 | 161,543                             | 677,921                             |
| <b>Capital Projects</b>     |                                   |                                   |                                     |                                     |
| Capital Improvements Fund   | 214,740                           | 297,228                           | 578,743                             | 301,132                             |
| Sidewalks/Pathway Fund      | 384,498                           | 161,708                           | -                                   | -                                   |
| Equipment Replacement Fund  | 330,451                           | 288,181                           | -                                   | -                                   |
| Storm Water Management Fund | 3,605                             | 23,317                            | 18,171                              | 30,099                              |
| <b>Debt Service</b>         |                                   |                                   |                                     |                                     |
| Debt Service Fund           | 4,884,205                         | 4,804,915                         | -                                   | -                                   |
| <b>Enterprise</b>           |                                   |                                   |                                     |                                     |
| Water Fund                  | 690,066                           | 710,551                           | 1,121,665                           | 770,160                             |
| Sewer Fund                  | 1,710,069                         | 1,696,637                         | 1,348,962                           | 1,186,224                           |
| <b>Internal Service</b>     |                                   |                                   |                                     |                                     |
| Information Technology Fund | 291,866                           | 344,697                           | -                                   | -                                   |
| <b>Fiduciary</b>            |                                   |                                   |                                     |                                     |
| Police Pension Fund         | 18,914,901                        | 23,625,869                        | 24,297,117                          | 24,119,771                          |
| <b>TOTAL ALL FUNDS</b>      | <b>\$ 32,991,858</b>              | <b>\$ 38,115,554</b>              | <b>\$ 33,610,509</b>                | <b>\$ 33,540,821</b>                |



**Revenue and Expenditure Summary - by Fund**

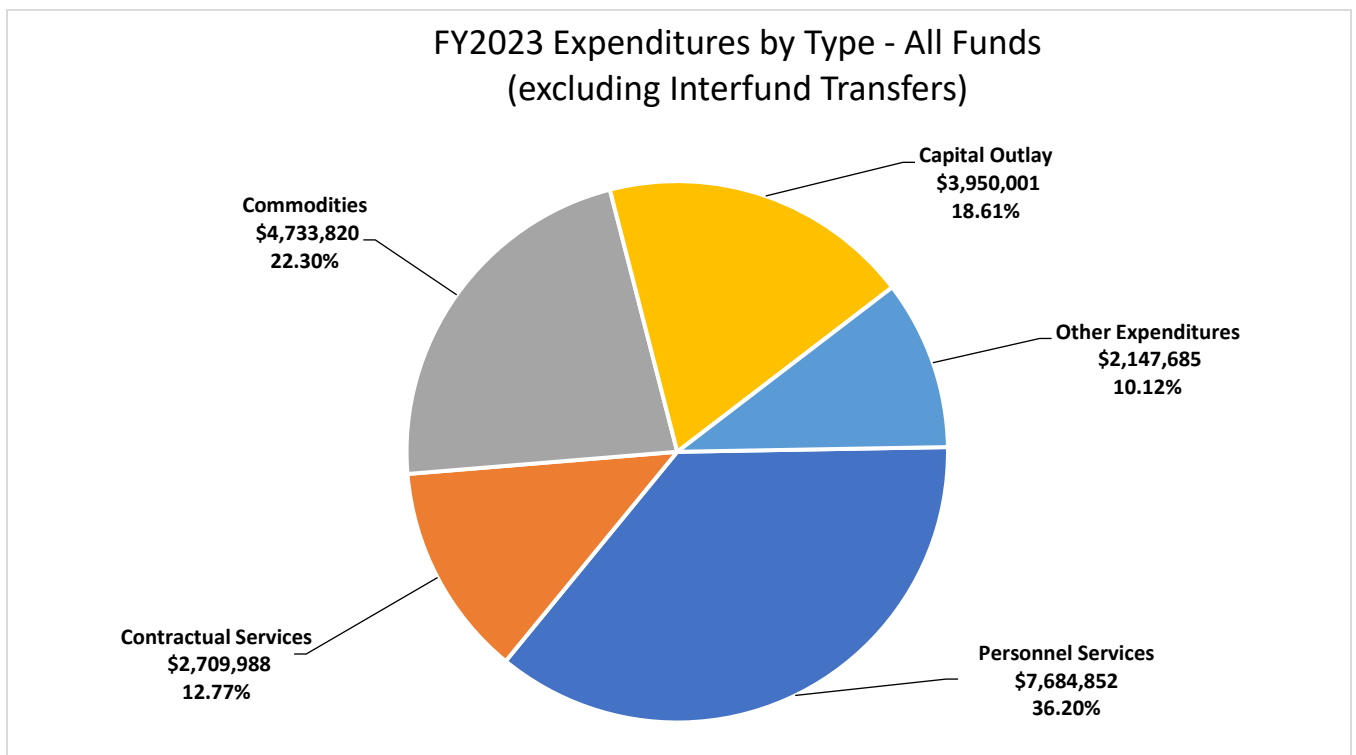
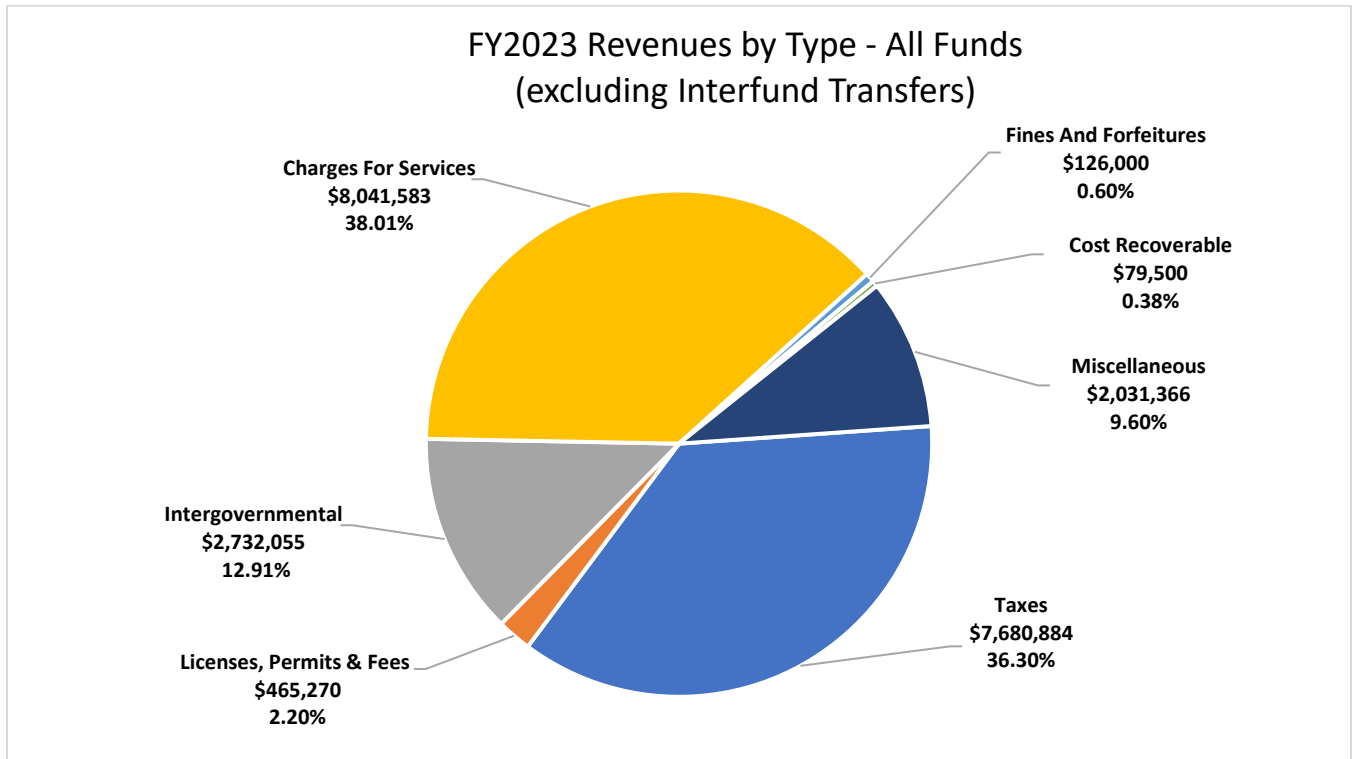
|                             | FY2023<br>Budgeted Revenues | FY20223<br>Budgeted<br>Expenditures | Variance           |
|-----------------------------|-----------------------------|-------------------------------------|--------------------|
| <b>General</b>              |                             |                                     |                    |
| General Fund                | \$ 10,531,236               | \$ 10,180,765                       | \$ 350,471         |
| <b>Special Revenue</b>      |                             |                                     |                    |
| Motor Fuel Tax Fund         | 545,257                     | 429,451                             | 115,806            |
| Hotel/Motel Tax Fund        | 648,246                     | 743,317                             | (95,071)           |
| Business District Fund      | 566,378                     | 50,000                              | 516,378            |
| <b>Capital Projects</b>     |                             |                                     |                    |
| Capital Improvements Fund   | 1,240,153                   | 1,517,764                           | (277,611)          |
| Sidewalks/Pathway Fund      | -                           | -                                   | -                  |
| Equipment Replacement Fund  | -                           | -                                   | -                  |
| Storm Water Management Fund | 107,000                     | 95,072                              | 11,928             |
| <b>Debt Service</b>         |                             |                                     |                    |
| Debt Service Fund           | -                           | -                                   | -                  |
| <b>Enterprise</b>           |                             |                                     |                    |
| Water Fund                  | 6,981,732                   | 7,333,237                           | (351,505)          |
| Sewer Fund                  | 638,801                     | 801,539                             | (162,738)          |
| <b>Internal Service</b>     |                             |                                     |                    |
| Information Technology Fund | -                           | -                                   | -                  |
| <b>Fiduciary</b>            |                             |                                     |                    |
| Police Pension Fund         | 1,391,101                   | 1,568,447                           | (177,346)          |
| <b>TOTAL ALL FUNDS</b>      | <b>\$ 22,649,904</b>        | <b>\$ 22,719,592</b>                | <b>\$ (69,688)</b> |

**Summary of Revenues, Expenditures and Changes in Fund Balance - All Funds**

|   | FY2020<br>Actual     | FY2021<br>Actual     | FY2022<br>Amended<br>Budget | FY2022<br>Projected  | FY2023<br>Budget     |
|---|----------------------|----------------------|-----------------------------|----------------------|----------------------|
| <b>Revenues</b>                             |                      |                      |                             |                      |                      |
| Taxes                                       | \$ 6,355,716         | \$ 5,932,526         | \$ 6,079,760                | \$ 7,094,456         | \$ 7,680,884         |
| Licenses                                    | 52,204               | 51,252               | 77,785                      | 20,975               | 86,270               |
| Permits And Fees                            | 413,316              | 402,832              | 376,875                     | 372,811              | 379,000              |
| Intergovernmental                           | 1,584,471            | 2,436,222            | 1,947,523                   | 2,146,046            | 2,827,055            |
| Charges For Services                        | 6,188,026            | 7,403,923            | 7,397,320                   | 7,537,932            | 8,041,583            |
| Fines And Forfeitures                       | 121,292              | 92,053               | 130,000                     | 123,000              | 126,000              |
| Cost Recoverable                            | 252,400              | 85,626               | 299,195                     | 97,154               | 79,500               |
| Miscellaneous Revenues                      | 2,196,333            | 2,180,673            | 2,326,066                   | 2,847,923            | 1,830,366            |
| Other                                       | 6,040                | 39,025               | 110,000                     | 77,000               | 106,000              |
| <b>Total Revenues</b>                       | <b>\$ 17,169,798</b> | <b>\$ 18,624,133</b> | <b>\$ 18,744,524</b>        | <b>\$ 20,317,297</b> | <b>\$ 21,156,658</b> |
| <b>Expenditures</b>                         |                      |                      |                             |                      |                      |
| Personnel Services                          | 7,371,168            | 7,059,898            | 7,631,560                   | 7,536,577            | 7,684,852            |
| Contractual Services                        | 2,663,466            | 2,762,331            | 3,783,689                   | 2,899,328            | 3,980,988            |
| Commodities                                 | 3,702,788            | 4,754,096            | 4,411,120                   | 4,637,490            | 4,733,820            |
| Capital Outlay                              | 2,628,075            | 1,351,259            | 1,754,020                   | 1,615,212            | 2,679,001            |
| Other Expenditures                          | 2,045,685            | 1,821,478            | 2,393,149                   | 8,133,736            | 2,147,685            |
| <b>Total Expenditures</b>                   | <b>\$ 18,411,183</b> | <b>\$ 17,749,061</b> | <b>\$ 19,973,538</b>        | <b>\$ 24,822,342</b> | <b>\$ 21,226,346</b> |
| <b>Excess (Deficiency) of</b>               |                      |                      |                             |                      |                      |
| <b>Revenues Over Expenses:</b>              | <b>(1,241,385)</b>   | <b>875,072</b>       | <b>(1,229,014)</b>          | <b>(4,505,045)</b>   | <b>(69,688)</b>      |
| <b>Other Financing Sources (Uses)</b>       |                      |                      |                             |                      |                      |
| Fund Balance Transfers In                   | 1,004,560            | 1,048,135            | 1,195,270                   | 2,981,185            | 1,493,246            |
| Fund Balance Transfers (Out)                | (1,004,560)          | (1,048,135)          | (1,195,270)                 | (2,981,185)          | (1,493,246)          |
| Gain/(Loss) on Sale of Assets               | (97,492)             | -                    | -                           | -                    | -                    |
| Adjustment to Basis of Presentation*        | 301,301              | 4,248,624            | -                           | -                    | -                    |
| <b>Total Other Financing Sources (Uses)</b> | <b>\$ 203,809</b>    | <b>\$ 4,248,624</b>  | <b>\$ -</b>                 | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>Net Income (Loss)</b>                    | <b>(1,037,576)</b>   | <b>5,123,696</b>     | <b>(1,229,014)</b>          | <b>(4,505,045)</b>   | <b>(69,688)</b>      |
| <b>Beginning Fund Balance</b>               | <b>34,029,434</b>    | <b>32,991,858</b>    | <b>38,115,554</b>           | <b>38,115,554</b>    | <b>33,610,509</b>    |
| <b>Ending Fund Balance</b>                  | <b>\$ 32,991,858</b> | <b>\$ 38,115,554</b> | <b>\$ 36,886,540</b>        | <b>\$ 33,610,509</b> | <b>\$ 33,540,821</b> |

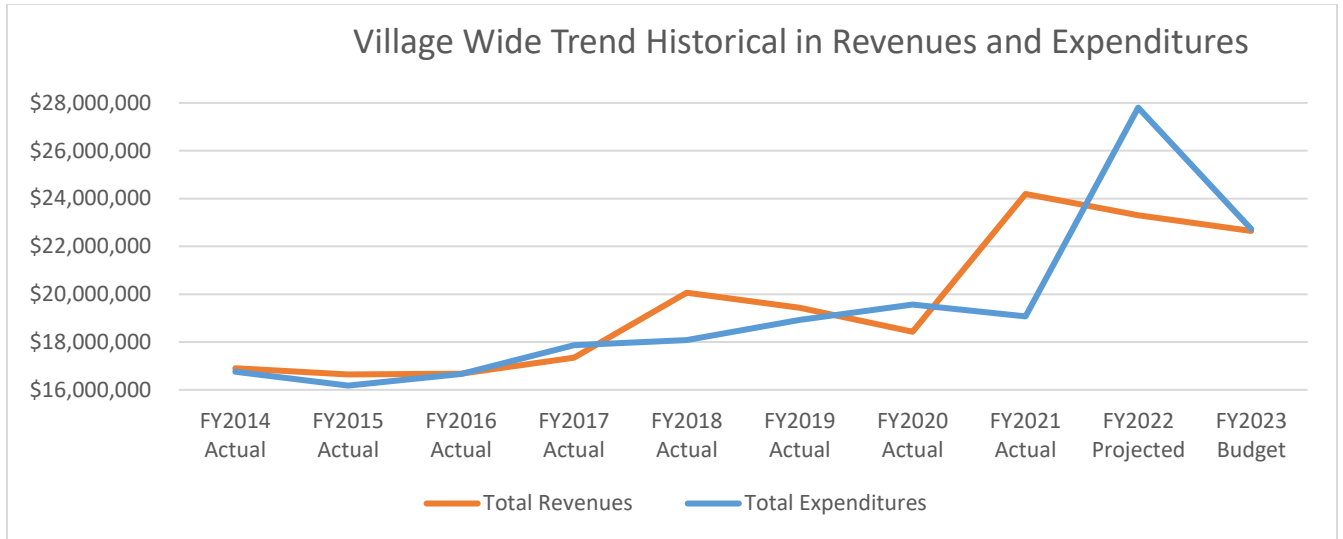


Total FY2023 revenues for all budgeted Village funds amount to \$22,649,904 and total FY2023 expenditures for all budgeted Village funds amount to \$22,719,592. Total revenues and total expenditures include interfund transfers between funds in the total amount of \$1,493,246. Below is a summary of FY2023 revenues and expenditures by type.

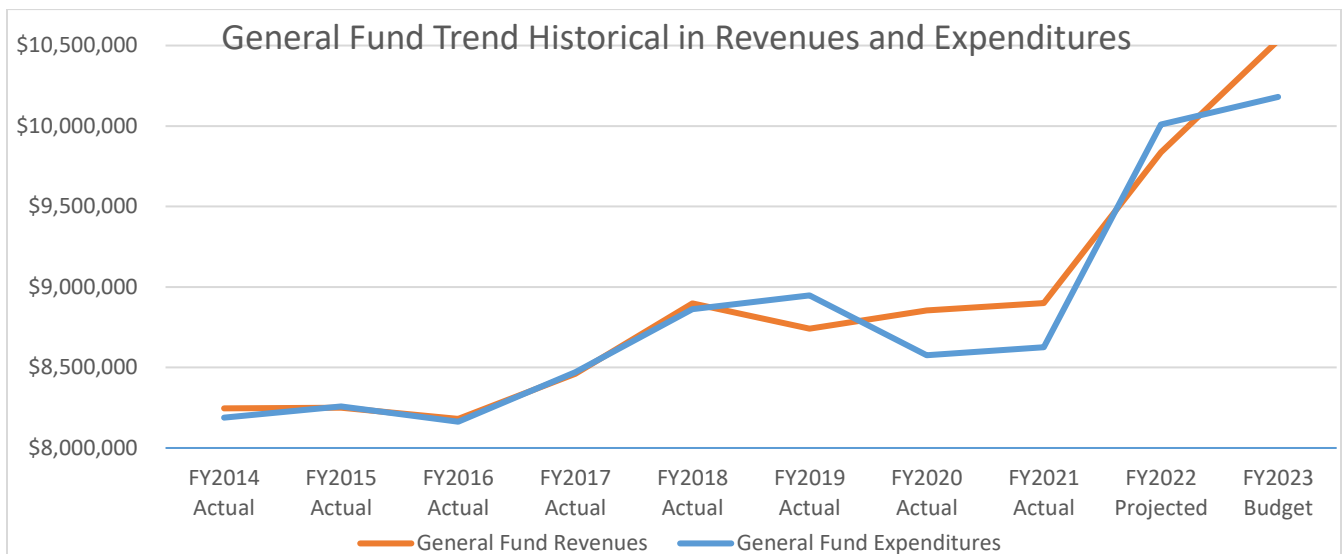




Total FY2023 revenues for all budgeted Village funds amount to \$22,649,904 and total FY2023 expenditures for all budgeted Village funds amount to \$22,719,592, including interfund transfers. Below is a historical trend of total Village-wide revenues and expenditures shown over the last ten years.



The increase in revenues when comparing FY2021 and FY2022 to prior years is due to the receipt of COVID-19 related federal funding in the amount of \$1,184,334, the recovery of various revenue to pre-pandemic levels, as well as increased interfund transfers. FY2022 reflects an interfund transfer from the General Fund to the Debt Service Fund, in the amount of approximately \$1.2 million to provide partial funding for the early retirement of the Village's outstanding general obligation debt. The increase in expenditures when comparing FY2021 to FY2022 is due to the transfer of funds from General Fund to the Debt Service Fund mentioned above, as well as the payoff of approximately \$6.1 million of general obligation debt. Below is a historical trend of total General fund revenues and expenditures shown over the last ten years.

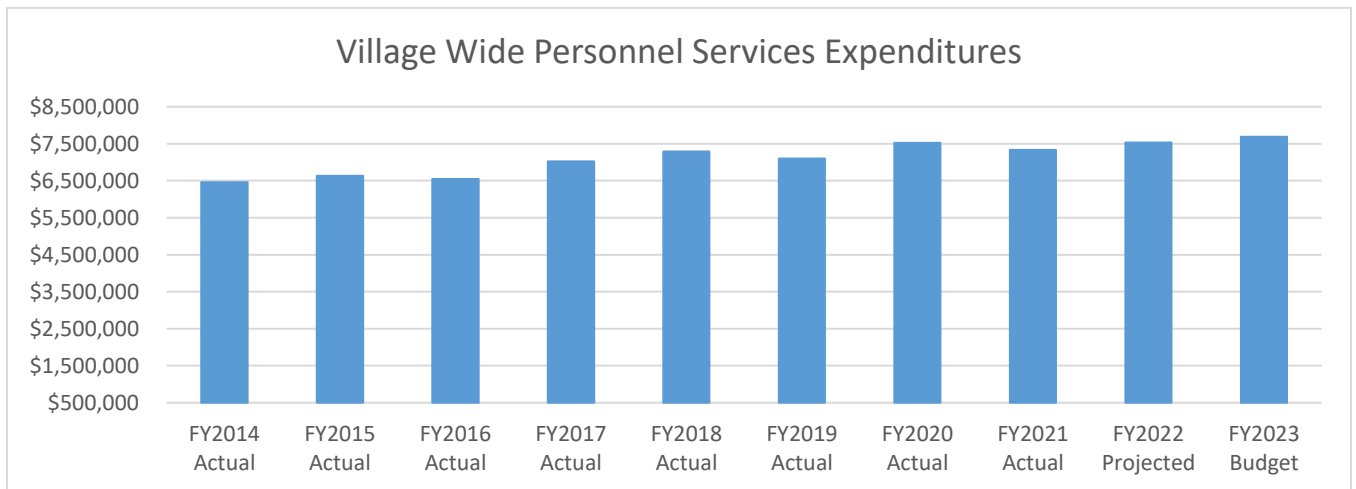




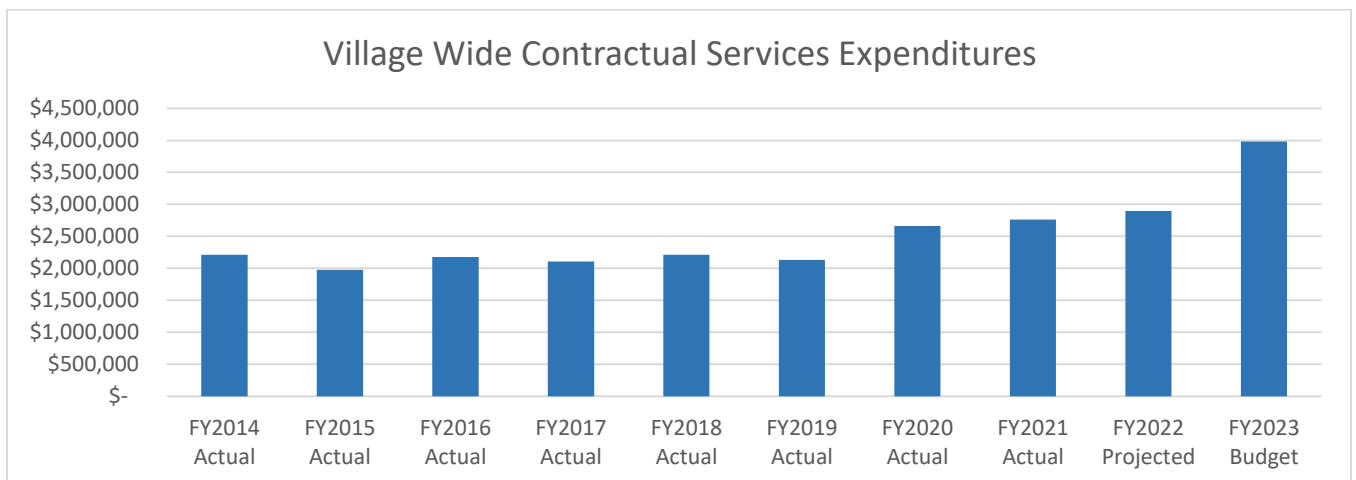
Per Village policy, which states that General Fund revenues generally must exceed budgeted expenditures during a given fiscal year, the General Fund has a history of revenues exceeding expenditures, thus maintaining a balanced budget and in compliance with the current Village fund balance policy.

### Expenditures

Below is a history of the Village's Personnel expenditures for the last ten years. This expenditure has grown 18.5% since FY2014 and represents the largest portion of the Village's budget in the amount of \$7,684,852, or approximately 33.8%.



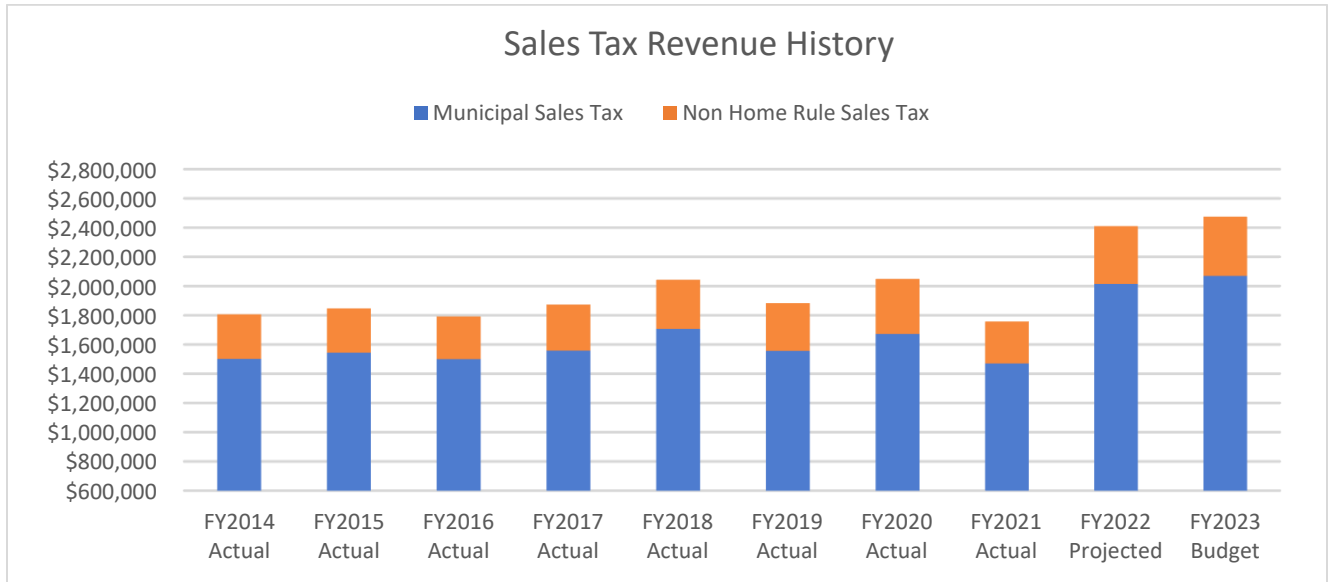
Below is a history of the Village's Contractual Services Expenditures for the last ten years. The FY2023 budget is \$3,980,988 and has grown approximately 80.1% when comparing FY2014 to FY2023. This expenditure fluctuates each year based on maintenance projects and consulting needs of the Village. The increase in FY2023 is largely due to \$1.2 million in capital projects budgeted in the Water Fund for water tower and distribution system maintenance.



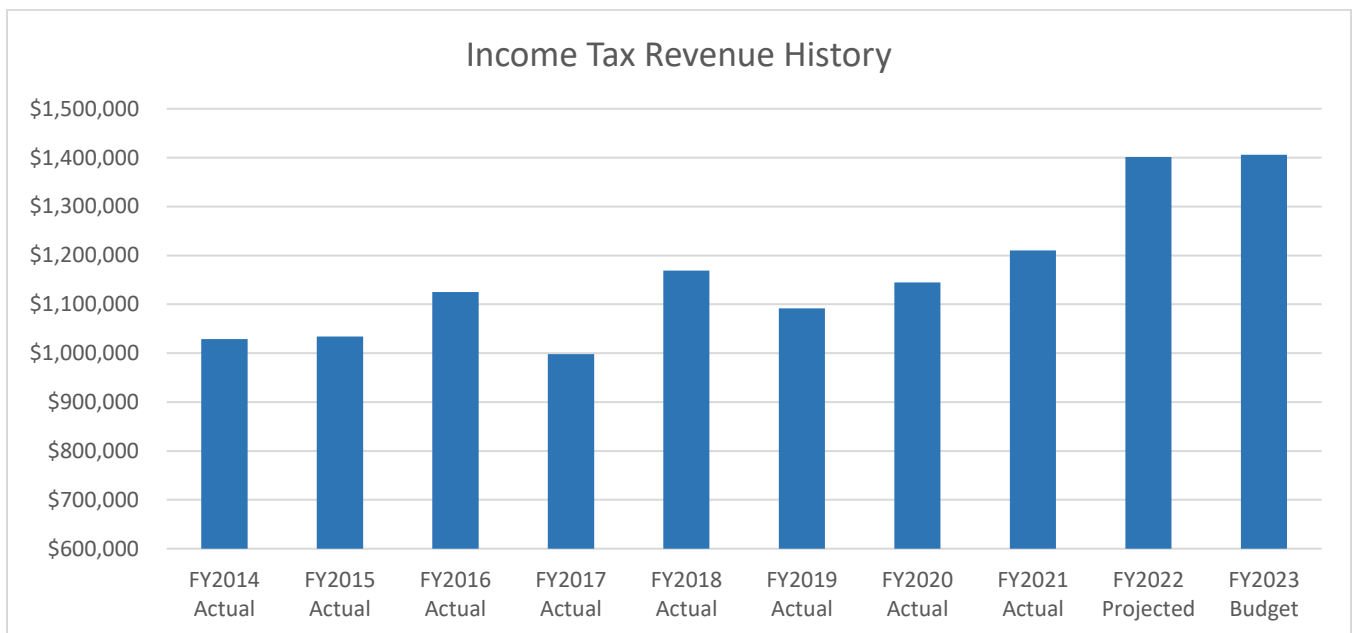


## Revenues

Sales Tax Revenue, which is comprised of a 1% Municipal Tax and a 0.25% Non-Home Rule Sales Tax, represents the largest source of General Fund revenue. Below are the historical sales tax revenues since FY2014.



While State action could affect this revenue source, Income Tax revenue over the last ten years has shown to be a stable source of revenue for the Village. This revenue is distributed to the Village on a per capita basis. The chart below shows the historical income tax revenues collected since FY2014.



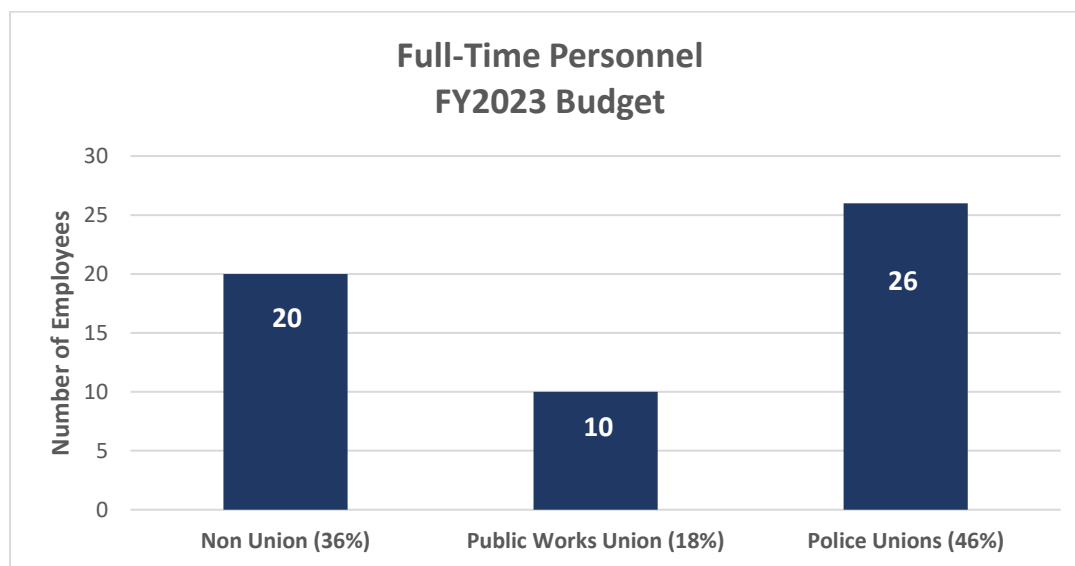




The total cost of compensation for the Village's personnel represents the largest component of the Village's overall expenditure budget. The FY2023 Budget reflects a total personnel count of 56 full-time and 16 part-time employees (positions).

The Village's full-time employee population consists of both union and non-union employees (positions), as shown below. The Village' union employees are members of one of three bargaining units, including the following:

- ✓ Metropolitan Alliance of Police (MAP) – Police Sergeants
- ✓ Teamsters Local 700 – Patrol Officers
- ✓ International Union of Operating Engineers (IUOE) Local 150 - Public Works



- ✓ *Police Union Personnel* – The current Police Patrol Officers contract, effective May 1, 2019, expires on April 30, 2022. This contract provided for a 2.75% COLA on May 1, 2020 and 3.00% COLA on May 1, 2021. Officers not at the top of their salary range are eligible for a merit increase on their anniversary dates that varies between 4.0% and 5.6%. The current Police Sergeants' contract, effective May 1, 2017, originally expired on May 1, 2020 but was extended through April 30, 2021 through a Memorandum of Understanding (MOU) granting this bargaining unit a 2.75% COLA during FY2021. Those Sergeants not at the top of their salary range are eligible for a merit increase on their anniversary dates that varies between 4.0% and 5.8%. Updated agreements had not been settled when compiling the FY2023 budget; therefore, a COLA increase of 2.75% was factored in to the FY2023 compensation budget for these employee groups. Subsequent to finalizing the FY2023 budget, the agreement was finalized providing for a 3.0% wage increase effective May 1<sup>st</sup> of each contract year.
- ✓ *Public Works Union Personnel* – The current Public Works contract, effective on May 1, 2016, expired on April 30, 2020 but was extended through October 31, 2020 through an MOU granting this bargaining unit no base pay increases in exchange for a no layoff period through the end of the MOU. Public Works union members were eligible for step increases on their anniversary dates throughout the contract period that varied between 2.6% and 5%. An updated agreement had not been settled when compiling the FY2023 budget; therefore, a COLA increase of 2.75% was factored in to the FY2023 compensation budget for this employee groups. Subsequent to finalizing the FY2023 budget, the agreement was finalized providing for wage increases on November 1, 2020 and 2021 and May 1<sup>st</sup> of 2022, 2023 and 2024.
- ✓ *Non-Union Personnel* – The FY2023 compensation budget reflects merit increases of 3.0% for all non-union



personnel who are not at the top of the salary range for their position and/or did not receive any other salary adjustment in FY2022 or FY2023. In addition, for full-time non-union personnel, the FY2023 compensation budget includes a one-time payment of 8% of annual salary, up to \$6,000, payable effective May 1, 2022.

Total full-time and part-time positions reflected in the FY2023 budget, as well full-time equivalent allocations, by department are reflected below, along with a comparison to FY2021 actual and FY2022 projected.

| DEPARTMENT  | FY2021<br>Actual |              |              | FY2022<br>Projected |              |              | FY2023<br>Budget |              |              |
|---|------------------|--------------|--------------|---------------------|--------------|--------------|------------------|--------------|--------------|
|   | FT               | PT           | FTE          | FT                  | PT           | FTE          | FT               | PT           | FTE          |
| Boards & Commissions  | -                | 9.00         | -            | -                   | 9.00         | -            | -                | 9.00         |              |
| Administration  | 7.00             | 3.00         | 8.50         | 4.00                | 3.00         | 5.50         | 4.00             | 3.00         | 5.50         |
| Finance   | 4.00             | 1.00         | 4.50         | 2.00                | -            | 2.00         | 2.00             | -            | 2.00         |
| Police  | 31.00            | -            | 31.00        | 31.00               | -            | 31.00        | 32.00            | -            | 32.00        |
| Public Works  | 15.00            | 2.00         | 16.00        | 18.00               | 3.00         | 19.50        | 18.00            | 4.00         | 19.50        |
| <b>Total Personnel</b>  | <b>57.00</b>     | <b>15.00</b> | <b>60.00</b> | <b>55.00</b>        | <b>15.00</b> | <b>58.00</b> | <b>56.00</b>     | <b>16.00</b> | <b>59.00</b> |
| *Includes personnel charge to General Fund - Public Works Department, Water Fund and Sewer Fund |                  |              |              |                     |              |              |                  |              |              |

### Personnel Budget

The FY2022 Budget reflects total compensation costs in the amount of \$7,684,852. These compensation costs are reflected in the expenditure budget of the General, Water and Sewer Funds. Total compensation costs include salaries (including overtime and add pays), the Village's contribution to IMRF, Social Security, Medicare and the Police Pension Fund, the Village's share of health, dental, vision and life insurance premium costs and dues and subscriptions, recruitment costs and training and travel costs.

The Finance Department continues to use a streamlined total compensation model, developed during the FY2022 budget process, that serves as a strategic budgeting tool for salaries and benefits.

### Personnel Changes

During FY2022, the Village experienced a significant number of personnel changes across all departments, including the following.

- ✓ The Village's Interim Village Administrator, who had been serving in this role since the previous Village Administrator's retirement, was appointed as the Village Administrator.
- ✓ Upon retirement of the long-standing Finance Director, the positions of Finance Director and Assistant Finance Director positions were outsourced to an independent consulting firm.
- ✓ The Police Department welcomed three new Police Officers, filling positions open due to retirements.
- ✓ The Water & Wastewater Division Supervisor retired after 32 years of dedicated service; the Assistant Water Operator was promoted to this role while a General Utility Worker I from within the Water and Waste Water Division was promoted to fill this position, both fulfilling major succession planning goals.
- ✓ The Public Works Department Administrative Intern was promoted to Community Engagement Analyst in the Administration Department and a new Administrative Intern was hired to fill the vacated role.



- ✓ Three new employees were hired into the General Utility Worker I position that were created by resignations from the previous year.
- ✓ The Management Analyst from the Administration Department was reassigned to the Public Works Department under the title of Assistant to the Public Works Director.

FY2023 personnel changes include the following:

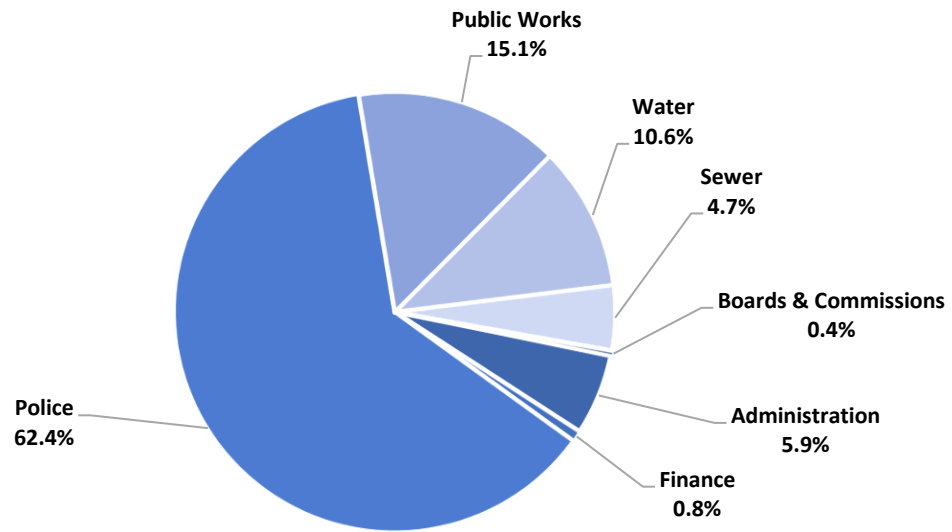
- ✓ In late FY2022, a plan was launched to incorporate the various facets of community development, including planning, building permits, development engineering, and records management into a new division within the Public Works Department called the Community Development Division. A Community Development Director position was created and later filled in January 2022. Beginning with the FY2023 budget, personnel expenditures for the positions of Community Development Director, Permit Technician, Records Assistant (PT) and Building Assistant (PT) were moved to the Public Works Department, and along with the existing Development Engineer position within the Public Works Department, complete this strategic restructuring under the overall supervision of the Public Works Director.
- ✓ The overall priority of the Chief of Police has always been to maintain efficiency, professionalism, and a high level of service to Village residents without increasing sworn or civilian personnel. Based upon significant changes and challenges related to legislative mandates involving training, technology, and police records management, as well as passage of the Safe-T Act, police administrative responsibilities and workload has increase significantly. In order to address the increased challenges and workload, a second Deputy Police Chief position was added to the FY2023 budget. This additional position will allow for a split of the general management duties between Patrol/Operations and Support Services/Administration.



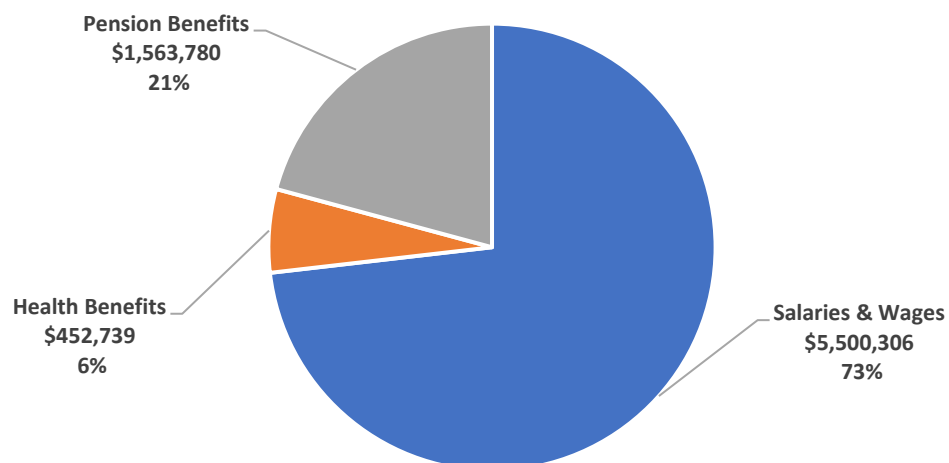
*Personnel Costs – Total Compensation*

Total personnel cost of compensation, by department and by type, is reflected below.

**FY2023 Total Salaries and Benefits by Department**



**Total Salaries & Benefits by Type**





In addition to the salary adjustment amounts noted above, the FY2023 Budget reflects the following personnel assumptions:

- ✓ 1.5% assumed decrease in health insurance premiums as of the Village's July 1, 2022 renewal date and a 5% increase in dental and vision insurance premiums as of the same date
- ✓ Illinois Municipal Retirement Fund (IMRF) contribution rate for non-public safety employees is 10.69 % as of January 1, 2022 and assumed at the same rate effective January 1, 2023
- ✓ Police Pension contributions assumed at \$923,961 based on results of the April 30, 2021 actuarial valuation, plus an additional approximate amount of \$24,000 above the State-required minimum contribution

HMO Medical benefits for employees and retirees are provided through the Village's participation in the Intergovernmental Personnel Benefit Cooperative (IPBC). The IPBC is a cooperative entity established to jointly administer some or all the personnel benefit programs offered by its members to their employees and retirees.

Schedules of total wages, including salaries, overtime and add pays by department, can be found below. Salaries by position for each department can be found in the Appendix section of this document.

| VILLAGE OF BURR RIDGE<br>TOTAL WAGES BY DEPARTMENT |                     |                     |                     |                     |                     |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
|  | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Budget    | FY2022<br>Projected | FY2023<br>Budget    |
| 1010 Boards & Commissions                          | \$ 28,800           | \$ 26,479           | \$ 30,400           | \$ 30,400           | \$ 30,446           |
| 2010 Administration                                | 425,338             | 476,722             | 417,310             | 417,365             | 359,631             |
| 4010 Finance                                       | 200,808             | 207,354             | 203,442             | 151,000             | 48,887              |
| 4020 Central Services                              | -                   | -                   | -                   | -                   | -                   |
| 5010 Police  | 2,906,414           | 2,910,883           | 3,075,685           | 3,040,000           | 3,234,187           |
| 6010 Public Works                                  | 581,829             | 551,772             | 541,590             | 581,990             | 911,764             |
| <b>Total General Fund</b>                          | <b>4,143,189</b>    | <b>4,173,210</b>    | <b>4,268,427</b>    | <b>4,220,755</b>    | <b>4,584,915</b>    |
| 6030 Water Operations                              | 714,192             | 638,989             | 667,375             | 656,675             | 642,408             |
| <b>Total Water Fund</b>                            | <b>714,192</b>      | <b>638,989</b>      | <b>667,375</b>      | <b>656,675</b>      | <b>642,408</b>      |
| 6040 Sewer Operations                              | 204,120             | 173,703             | 245,390             | 245,410             | 272,983             |
| <b>Total Sewer Fund</b>                            | <b>204,120</b>      | <b>173,703</b>      | <b>245,390</b>      | <b>245,410</b>      | <b>272,983</b>      |
| <b>Total Salaries by Department</b>                | <b>\$ 5,061,501</b> | <b>\$ 4,985,902</b> | <b>\$ 5,181,192</b> | <b>\$ 5,122,840</b> | <b>\$ 5,500,306</b> |



The Village's five-year Capital Improvement Plan (CIP) identifies capital projects that support the Village's strategic goals and include projects such as the purchase, construction and/or improvement of land, buildings, streets, water and sewer infrastructure, vehicles, machinery, and equipment. To be included in the CIP, the project must have a monetary value of \$10,000 or more and have a useful life of at least one year.

The Village's Capital Asset Policy provides a framework for capital planning and financial reporting in conformance with best practices. The annual capital budget derived from the multi-year CIP authorizes and provides the basis for control of the expenditures related to the plan.

Each year, as part of the overall budget process, the department heads and Village Administrator review and update the multi-year plan. Capital projects are identified and presented to the various Village oversight committees, if applicable, to assist in the prioritization of future projects. Capital projects may be added, deleted, modified and/or moved to another budget year. As projects are being identified for the upcoming budget year, the Finance Director also identifies available internal and external funding sources.

Once the CIP has been updated, the department heads and Village Administrator meet to review and further evaluate the projects identified for the upcoming budget year, as well as future years. Projects for the upcoming budget year are prioritized based on the Village's overall goals, department priorities and anticipated funding. The final CIP, including requests and funding for the upcoming budget year, are presented to the Board of Trustees based on a consensus of staff.

Potential funding sources for the CIP include, but are not limited to, general obligation and alternative revenue bond proceeds, debt certificate and lease proceeds, federal and state grant funding, motor fuel tax proceeds, developer donations, water and sewer user fees, and pay-as-you-go contributions from the Village's operating funds. Operating funds that may contribute to the annual capital budget include the General, Motor Fuel Tax Fund, and Hotel/Motel Tax Fund.

The Village's FY2023 capital improvement program amounts to \$3,950,001, reflecting projects budgeted in the General, Capital Improvement, Water and Sewer Funds. As of April 30, 2022, the Village collapsed the Sidewalk/Pathway Fund and the Equipment Replacement Fund into the Capital Improvement Fund. In addition, the Village collapsed the Information Technology Replacement Fund into the General Fund – Information Technology Department.

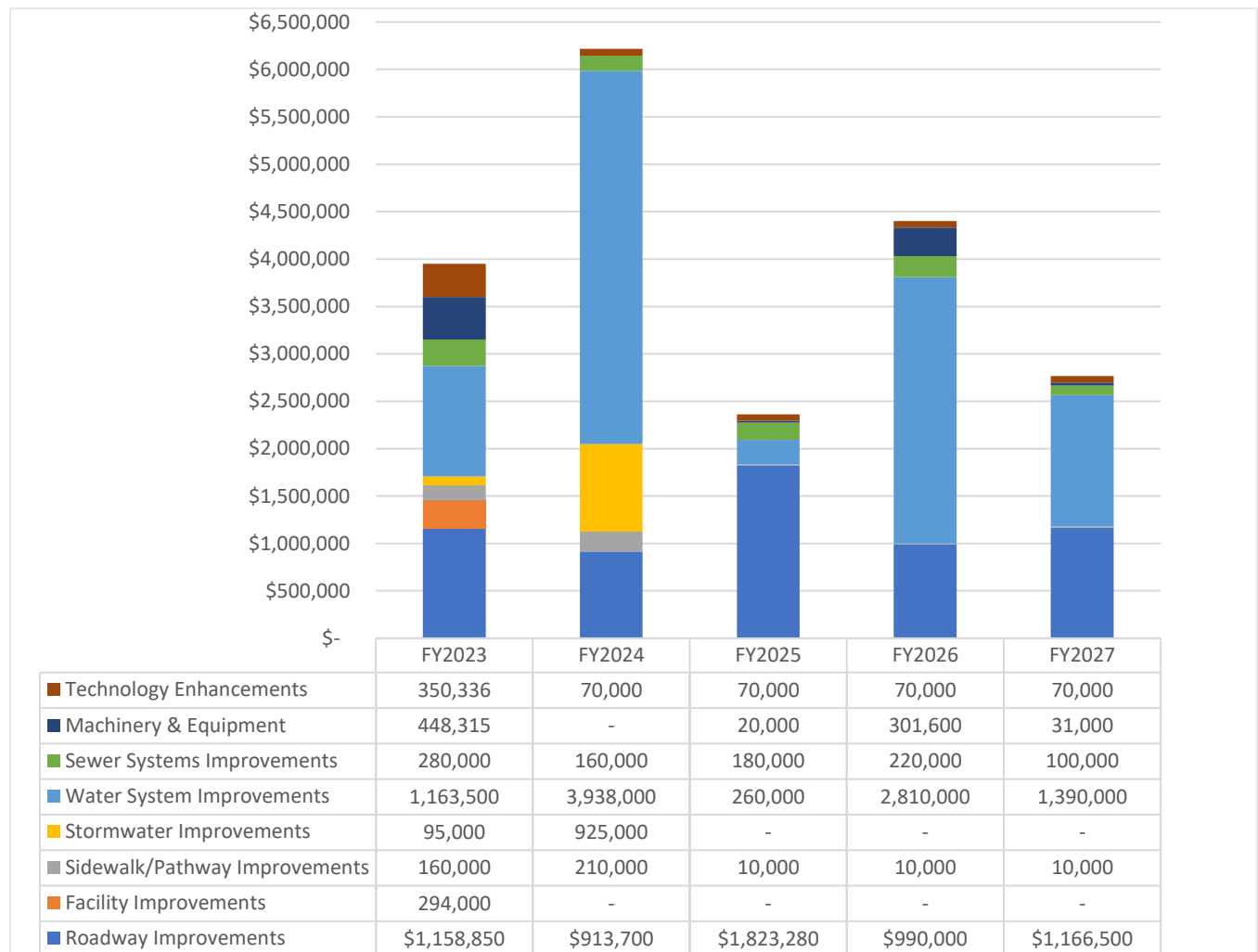
While the majority of capital projects are reflected in Capital Outlay line items within the FY2023 budget, two projects within the Water Fund and one project within the Sewer Fund are reflected in Contractual Service line items as these projects are considered as maintenance. The total reflected in Capital Outlay line items amounts \$2,679,001 and the total reflected in Contractual Service line items amounts to \$1,271,000, for a grand total of \$3,950,001.

A summary of the Village's CIP, funding sources for FY2023 projects, and a description of three (3) of the larger FY2023 projects, including the project's impact on future operating budgets, is provided below. Immediately following the summary information is the Village's detailed five (5) year CIP.



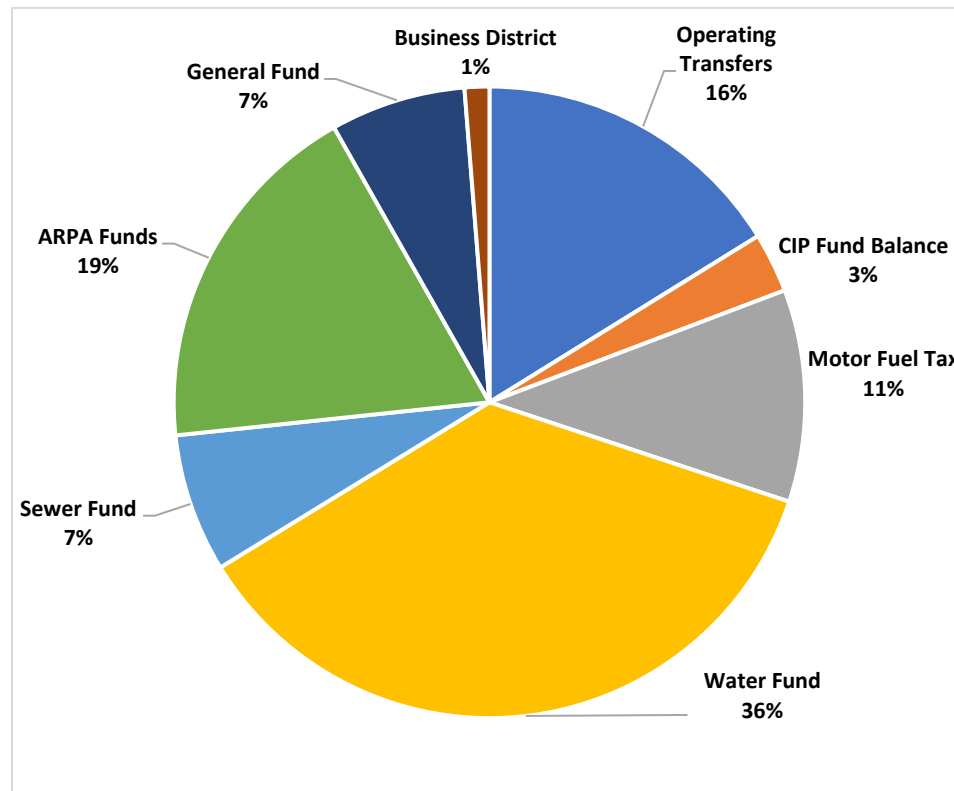


### FIVE YEAR CAPITAL IMPROVEMENT PLAN





The chart below displays the funding sources for the Village's FY2023 capital improvement projects.



| Motor Fuel Tax      | Sewer Fund Revenues | General Fund Revenues | CIP Fund Balance           |
|---------------------|---------------------|-----------------------|----------------------------|
| \$429,223           | \$280,00            | \$273,651             | \$120,604                  |
| Operating Transfers | ARPA Funds          | Water Fund Revenues   | Business District Revenues |
| \$639,023           | \$730,000           | \$1,427,500           | \$50,000                   |

Below summarizes the major capital projects scheduled for FY2023 and the impact on future operating budgets.

**2023 Road Program** – Resurfacing of select roads including Cabernet Court, 60<sup>th</sup> Place, Woodcreek Drive, Grant Court, 82<sup>nd</sup> Street, 89<sup>th</sup> Street, Longwood Drive and Lee Court; additional projects include miscellaneous patching, crack sealing, and pavement marking on roads throughout the Village.

- ✓ FY2023 Budget - \$768,300
- ✓ FY2023 Funding Sources:
  - Motor Fuel Tax Allotments - \$429,223
  - General Fund Transfer - \$188,720
  - Hotel/Motel Tax Fund Transfers - \$150,357
- ✓ 20 Year Lifespan
- ✓ Operating Expenses Over Lifespan: \$120,000 for pavement maintenance



**South Water Tower Rehab** – Rehabilitation of the South Water Tower at 16W050 83<sup>rd</sup> Street, including blast-cleaning, repainting with modern epoxy coating systems, and improvements to its appurtenances in accordance with best management practices and Illinois EPA requirements.

- ✓ FY2023 Budget: \$655,000
- ✓ FY2023 Funding Sources:
  - Water Fund User Fees - \$655,000
- ✓ 20-55 Year Lifespan
- ✓ Operating Expenses Over Lifespan: \$7,000 for cathodic protection system maintenance

**Transmission Main Connection w/Justice-Willow Springs** – Provide resilient water supply in the event that mechanical failure, negligence, or criminal activity compromises the Village’s transmission main or Bedford Park water supply.

- ✓ FY2023 Budget - \$172,500
- ✓ FY2023 Funding Source
  - Water Fund User Fees - \$172,500
- ✓ 50-75 Year Lifespan
- ✓ Operating Expenses Over Lifespan: \$25,000 – 35,000 to modernize communications equipment

### **Vehicle Leasing**

In October 2020, the Village entered into a Master Equity Lease Agreement with a national fleet leasing company. (More information related to the Village’s capital leases can be found in the Long Term and Other Debt section of this document. Lease payments for the following vehicle replacements are reflected in the FY2023 budget.

- ✓ Police – four (4) patrol vehicles and one (1) vehicle for investigations
- ✓ Public Works – three (3) mid-size SUVs utilized for Department Head, Development Engineer, and Administrative Staff, two (2) pickup trucks utilized for Division Supervisors, and two (2) large dump trucks with plow and spreader utilized for snow removal, hauling excavation spoil, repairing roadways and other operating purposes
- ✓ Water Fund – one (1) mid-size SUV utilized for meter reading and customer service appointments, two (2) pickup trucks utilized for Division Supervisor and distribution system maintenance tasks, one (1) cargo transit van utilized for parts, tools and equipment required for distribution system emergency maintenance

**Five Year Capital Investment Plan (CIP)**

|  | FY2023           | FY2024           | FY2025           | FY2026           | FY2027           |
|--|------------------|------------------|------------------|------------------|------------------|
| <b>General Fund</b>                                      |                  |                  |                  |                  |                  |
| Desktop Upgrades/Laptop Swaps                            | 30,000           | -                | -                | -                | -                |
| VMWare SAM Servers                                       | 40,000           | -                | -                | -                | -                |
| Police Computers Mounts, Printers fro Fleet Replacements | 80,336           | -                | -                | -                | -                |
| Upfitting Leased Vehicles (1/2 Cost)                     | 72,315           | -                | -                | -                | -                |
| Compressor Replacemet for PW Garage                      | 15,000           | -                | -                | -                | -                |
| Floor Scrubber Replacement for PW Garage                 | 35,000           | -                | -                | -                | -                |
| Liquid Chloride Tank & Dispenser                         | 16,000           | -                | -                | -                | -                |
| Village Hall Access Control Systems                      | 45,000           | -                | -                | -                | -                |
| Public Safety Camera System                              | 150,000          | -                | -                | -                | -                |
| Police Station Access Controls                           | 135,000          | -                | -                | -                | -                |
| Police Body Cameras                                      | -                | 70,000           | 70,000           | 70,000           | 70,000           |
| Village Hall Copier                                      | -                | -                | 20,000           | -                | -                |
| Village Hall Furniture                                   | 20,000           | -                | -                | -                | -                |
| <i>Total General Fund</i>                                | <i>638,651</i>   | <i>70,000</i>    | <i>90,000</i>    | <i>70,000</i>    | <i>70,000</i>    |
| <b>Capital Improvement Fund</b>                          |                  |                  |                  |                  |                  |
| Annual Road Program                                      |                  |                  |                  |                  |                  |
| Resurfacing & Repairs                                    | 606,100          | 778,700          | 1,408,280        | 865,000          | 1,041,500        |
| Pavement Maintenance                                     | 147,200          | 120,000          | 100,000          | 110,000          | 110,000          |
| Materials Testing  | 15,000           | 15,000           | 15,000           | 15,000           | 15,000           |
| Wolf Road Pedestrian Signal                              | 25,000           | -                | -                | -                | -                |
| 91st Street Rehab  | -                | -                | 170,000          | -                | -                |
| County Line Road Rehab                                   | 337,250          | -                | 130,000          | -                | -                |
| Village Share of IDOT Projects                           |                  |                  |                  |                  |                  |
| Garfiled Street LAAP                                     | 5,400            | -                | -                | -                | -                |
| Burr Ridge Parkway LAAP                                  | 22,900           | -                | -                | -                | -                |
| Facilities Improvements                                  |                  |                  |                  |                  |                  |
| Architectural Assessments                                | 30,000           | -                | -                | -                | -                |
| Skidsteer (50%)  | -                | -                | -                | 54,800           | -                |
| Scag Sabre Tooth Mower                                   | -                | -                | -                | -                | 15,000           |
| Kubota Mower   | -                | -                | -                | -                | 16,000           |
| 79th Street Rehab  |                  |                  |                  |                  |                  |
| Design Engineering                                       | 35,000           | 25,000           | -                | -                | -                |
| Construction   | -                | 175,000          | -                | -                | -                |
| Kraml Drive Rehab  | 125,000          | -                | -                | -                | -                |
| Miscellaneous Rehab                                      | -                | 10,000           | 10,000           | 10,000           | 10,000           |
| <i>Total Capital Improvement Fund</i>                    | <i>1,348,850</i> | <i>1,123,700</i> | <i>1,833,280</i> | <i>1,054,800</i> | <i>1,207,500</i> |
| <b>Storm Water Management Fund</b>                       |                  |                  |                  |                  |                  |
| Elm Street Culvert                                       |                  |                  |                  |                  |                  |
| Engineering  | 95,000           | -                | -                | -                | -                |
| Replacement  | -                | 925,000          | -                | -                | -                |
| <i>Total Storm Water Management Fund</i>                 | <i>95,000</i>    | <i>925,000</i>   | <i>-</i>         | <i>-</i>         | <i>-</i>         |
| <b>Water Fund</b>  |                  |                  |                  |                  |                  |
| North & South Water Tower Rehab - Engineering            | 176,000          | -                | -                | -                | -                |
| South Water Tower Rehab                                  | 655,000          | -                | -                | -                | -                |
| Pipe Hunter, Jetter & Trailer                            | 80,000           | -                | -                | -                | -                |
| Transmission Main Connection w/ Justice-Willow Springs   | 172,500          | -                | -                | -                | -                |
| Pump Center Security Upgrade                             | 64,000           | -                | -                | -                | -                |
| AMI Technology Enhancements                              | 200,000          | -                | -                | -                | -                |
| North Water Tower Rehab                                  | -                | 1,468,000        | -                | -                | -                |
| Woodview Estates/KLM Park WM Connection                  | 160,000          | -                | -                | -                | -                |
| Woodview/South/Gregford WM Replacement                   | -                | 2,470,000        | -                | -                | -                |
| Hinsdale Interconnection                                 | -                | -                | 100,000          | -                | -                |
| PC Pump 4 Replacement                                    | -                | -                | 160,000          | -                | -                |
| Skidsteer (50%)  | -                | -                | -                | 54,800           | -                |

**Five Year Capital Investment Plan (CIP)**

|   | FY2023              | FY2024              | FY2025              | FY2026              | FY2027              |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|
| Case 590 Backhoe                                | -                   | -                   | -                   | 192,000             | -                   |
| Carriage Way PHII WM Replacement                | -                   | -                   | -                   | 2,810,000           | -                   |
| 73rd Place/74th Street WM Replacement           | -                   | -                   | -                   | -                   | 1,390,000           |
| <i>Total Water Fund</i>                         | <i>1,507,500</i>    | <i>3,938,000</i>    | <i>260,000</i>      | <i>3,056,800</i>    | <i>1,390,000</i>    |
| <b>Sewer Fund</b>                               |                     |                     |                     |                     |                     |
| Pipe Hunter, Jetter & Trailer                   | 80,000              | -                   | -                   | -                   | -                   |
| IICP High Priority & Phase 2 Area Assessments   | 280,000             | 160,000             | 180,000             | 220,000             | 100,000             |
| <i>Total Sewer Fund</i>                         | <i>360,000</i>      | <i>160,000</i>      | <i>180,000</i>      | <i>220,000</i>      | <i>100,000</i>      |
| <b>Total Five Year Capital Improvement Plan</b> | <b>\$ 3,950,001</b> | <b>\$ 6,216,700</b> | <b>\$ 2,363,280</b> | <b>\$ 4,401,600</b> | <b>\$ 2,767,500</b> |



General obligation bonds are issued for general government activities, are direct obligations, and pledge the full faith and credit of the Village towards their repayment. Periodically, the Village may issue long-term general obligation debt to provide funds for the acquisition and construction of major capital improvements. Best practices indicate that long-term debt should only be issued to fund projects or improvements that have a useful life beyond the term of the applicable debt.

In addition to the issuance of general obligation bonds, the Village may, from time to time, take advantage of other legally available debt instruments to fund the purchase or construction of long-term capital assets or shorter-term vehicles and equipment.

### **General Obligation Bonds**

As of May 1, 2021, the Village's long-term general obligation debt consisted of General Obligation Refunding Bonds, Series 2017 in the principal amount of \$5,970,000. The underlying bond issue originally occurred in 2009 to partially fund construction of a new police facility. The debt was set to mature on December 15, 2022, with a balloon principal payment of \$5,970,000 due on that date.

In the fall of 2021, the Village Board authorized the early retirement of the outstanding amount to realize interest savings. Utilizing reserves available in the Village's Debt Service Fund in the amount of approximately \$4.8 million, as well as a transfer of excess reserves available in the General Fund in the amount of approximately \$1.2 million, the bonds were retired in full on December 15, 2021. As of May 1, 2022, the Village does not have any outstanding general obligation debt.

### **Legal Debt Margin, Debt Per Capita and Bond Rating**

Based on Illinois Compiled Statutes, as well as the Village's non-home rule status, the legal debt limit for the Village is 8.625% of Equalized Assessed Valuation (EAV). Based on the Village's 2020 EAV of \$1,266,997,946, the Village's legal debt limit is \$109,278,573. The Village's FY2023 Budget reflects no issuance of any general obligation debt.

The Village's bond rating, reaffirmed by Moody's in March 2020, is Aa1, stronger than the US cities median rating of Aa3. The report issued by Moody's stated that the Village has a "...robust financial position, a very strong wealth and income profile, a sizable tax base, an exceptionally light debt burden, offset by a highly elevated pension liability. The report also stated that "...fund balance as a percent of operating revenues far surpasses the US median and that the Village's cash balances as a percent of operating revenues is far superior to other Moody's-rated cities nationwide".

### **Capital Leases**

In October 2020, the Village entered into a Master Equity Lease Agreement with Enterprise Fleet for the lease of twenty-three (23) total vehicles, ranging from vehicles for police personnel to large dump trucks for snow plowing and other uses related to the public works, water, and sewer functions. There were several benefits of leasing vs. purchasing, including a more predictable annual budget allocation allowing for flattened cash flow, as well as a more reliable fleet with lower maintenance costs as vehicles would be replaced on a regular basis.





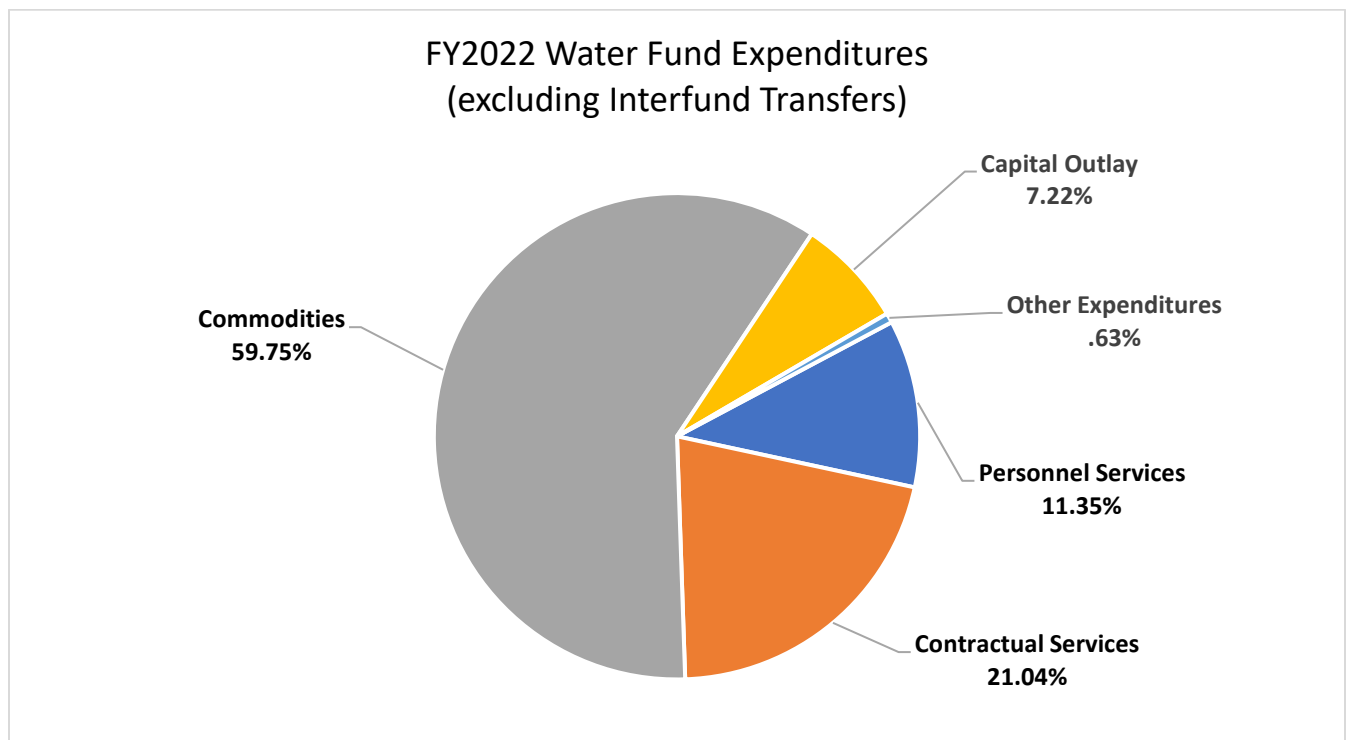
As of May 1, 2022, the Village has leased 16 vehicles including 5 public safety vehicles and 11 vehicles shared between the Village's public works administrative, water, and sewer functions. Below is a schedule of lease payments through FY2027, based on outstanding leases as of May 1, 2022.

|              | FY2023           | FY2024           | FY2025           | FY2026           | FY2027          | Total<br>All Years |
|--------------|------------------|------------------|------------------|------------------|-----------------|--------------------|
| Police       | \$68,559         | \$68,685         | \$26,736         | \$5,581          | \$ -            | \$169,302          |
| Public Works | 98,847           | 98,688           | 98,688           | 98,688           | 62,698          | 457,448            |
| Water        | 38,384           | 38,289           | 38,289           | 38,289           | 17,070          | 170,320            |
|              | <u>\$205,790</u> | <u>\$205,661</u> | <u>\$163,712</u> | <u>\$142,257</u> | <u>\$79,769</u> | <u>\$797,070</u>   |



FY2023 Water Fund revenues amount to \$6,981,732, or 33% of total FY2023 revenues. Revenue from the sale of water to users of the system account for approximately 96% of total Water Fund revenues. Other revenues of the Water Fund consist of penalties for late payment, tap on fees, water meter sales and other miscellaneous revenues.

FY2023 Water Fund expenses (excluding transfers) amount to \$7,158,237, or 33.7% of the Village's total FY2023 expenditures. FY2023 Water Fund expenses are categorized as follows.

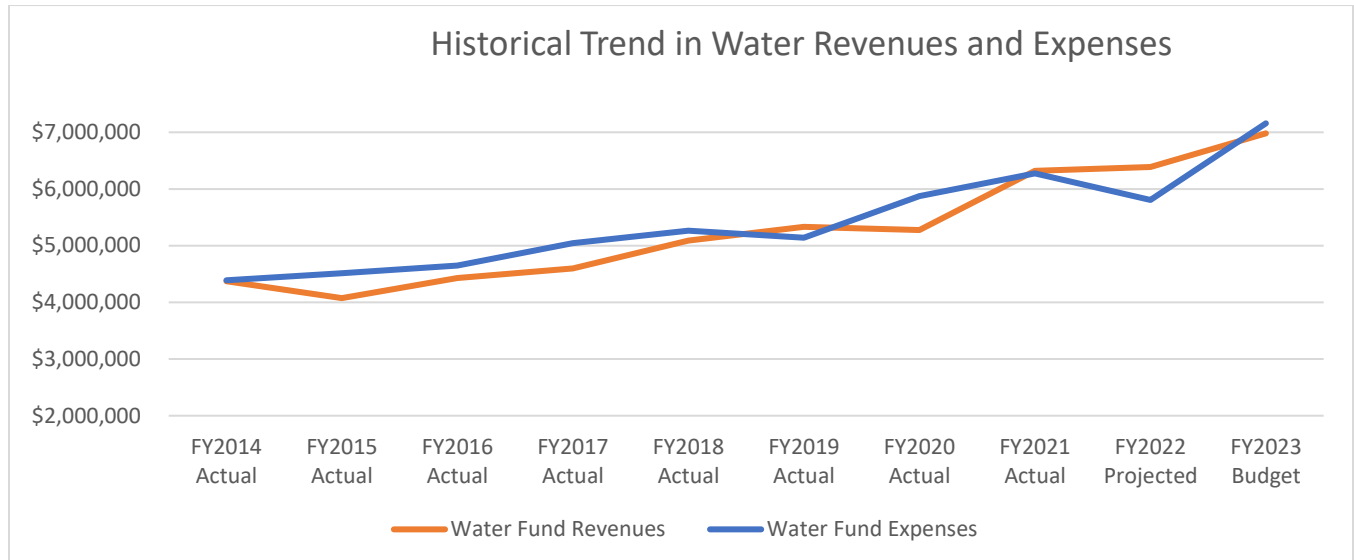


| Commodities        | Capital Outlay       | Other Expenditures |
|--------------------|----------------------|--------------------|
| \$4,277,300        | \$516,500            | \$45,370           |
| Personnel Services | Contractual Services |                    |
| \$812,796          | \$1,506,271          |                    |

Commodities include water purchases from the City of Chicago, via the Village of Bedford Park, in the amount of \$4,144,900.



Below is a history of Water Fund revenues and expenses from FY2014 through FY2023.



## Water Rates

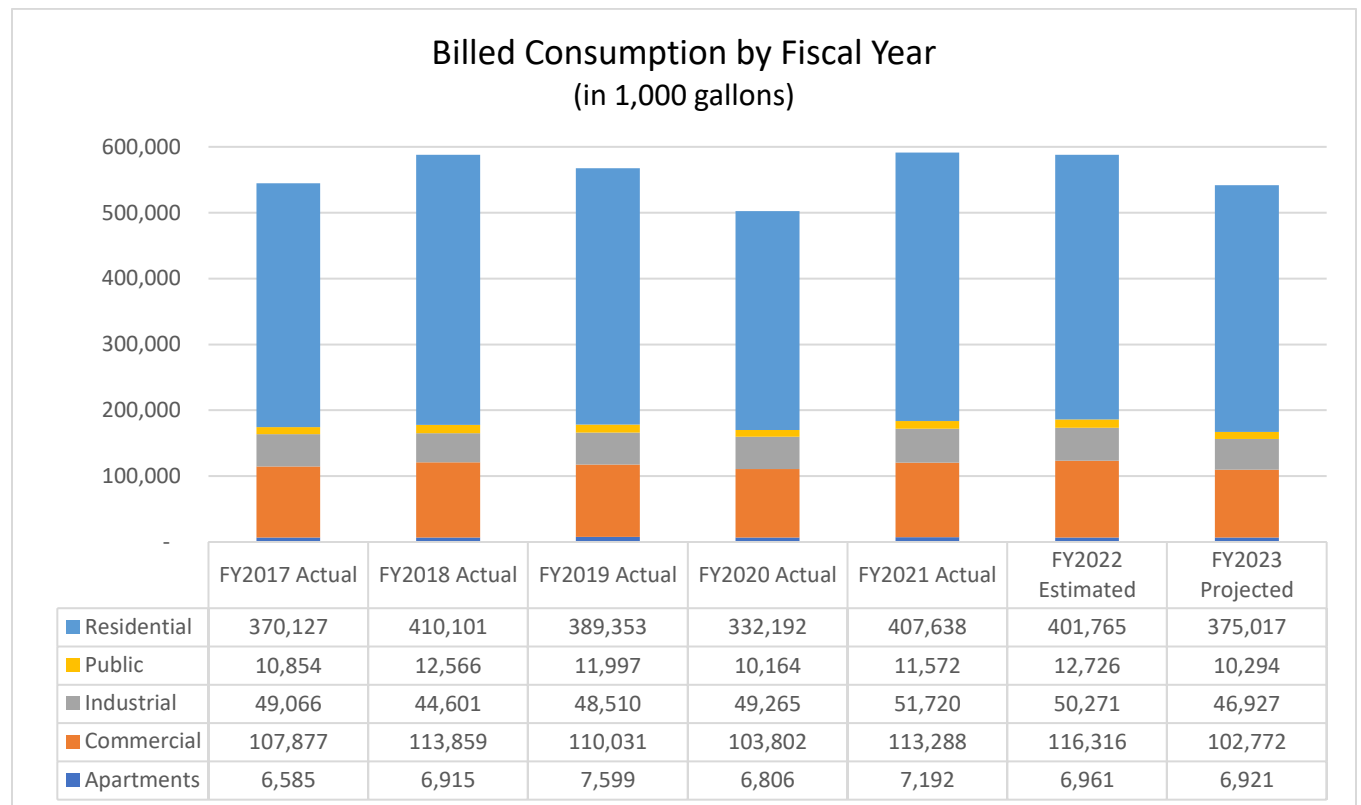
In 2017, the Village approved water rate increases in FY2018 – 2023 intended to provide sufficient revenues to cover current expenses and build necessary fund balance to accommodate capital costs and unanticipated needs. An 8% increase in water rates has been included in the FY2023 budget in accordance with this previous action.

While rates approved for FY2018 – FY2023 provide sufficient revenues to cover the operating costs of the fund, significant capital projects, as well as transfers to the Village’s General Fund, have reduced the unreserved fund balance of the fund significantly. Unreserved fund balance at the end of FY2023 is projected at 19.3% of recurring operating expenditures; industry standard and best practices recommend a minimum unreserved fund balance of 25% of recurring operating expenditures.

In FY2021, the Village hired engineering and financial consultants to perform a comprehensive study of the Village’s water distribution system with respect to operations, capital improvements, funding, and hazard vulnerability. The study includes hydraulic modeling of the distribution system, risk assessment, development of a 10-year capital plan, and a water rate study to determine water rates for future years. A draft of the study will be introduced to the Board upon recommendation of the Water Committee. Upon adoption of the study, the proposed rates will be approved by ordinance and factored future budget year revenue calculations.



The table below provides a history of actual gallons billed by customer type for FY2017 – FY2021, as well as an estimate of FY2022 gallons billed and projected gallons to be billed for FY2023.





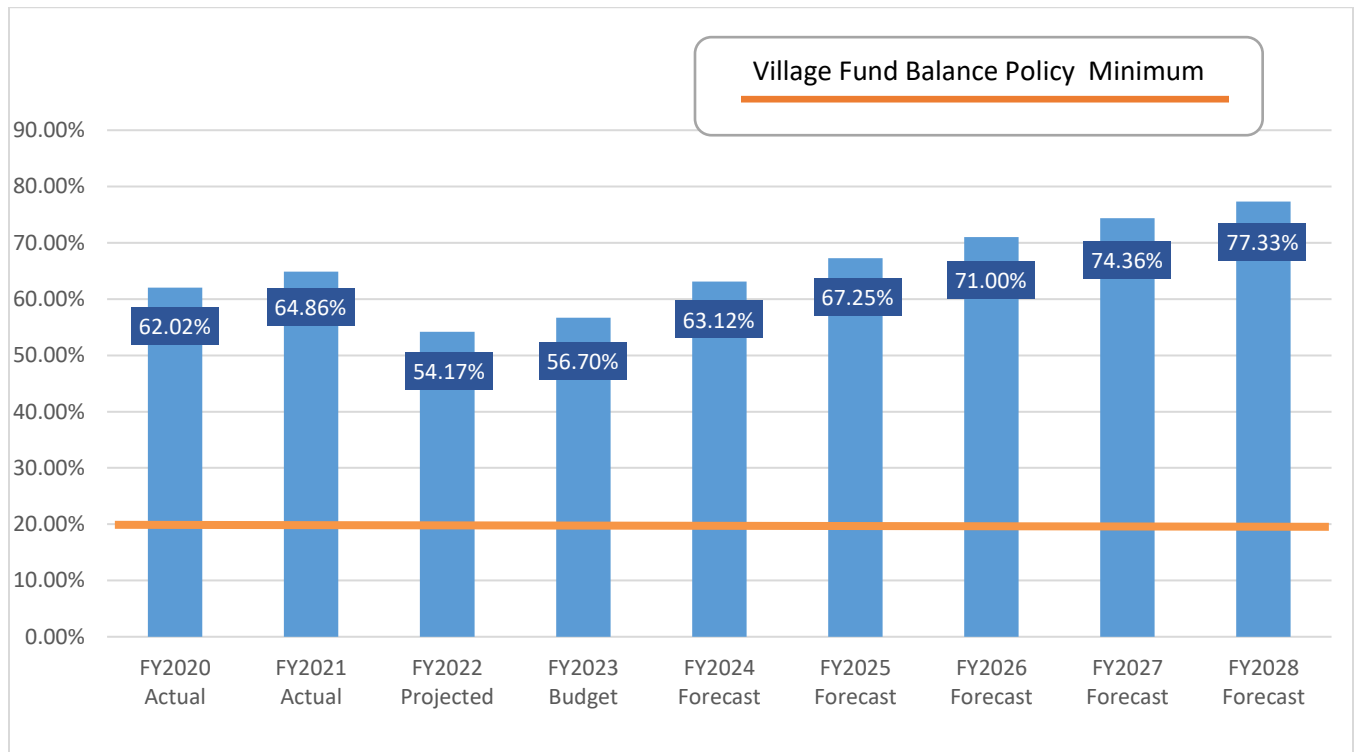
## Long Term Financial Forecast – General Fund

The Village’s Board of Trustees and departmental staff recognize the significance that long-term financial forecasting has on the Village’s ability to anticipate and respond to current and future financial challenges and opportunities. Based on public sector best practices, the Village maintains a long-term financial forecast for its General Fund. The forecast is updated throughout the year, as needed, and is utilized during the annual budget process to determine the effect of current year financial decisions and activities on the Village’s ability to meet future expenditure requirements.

As with any forecast, various assumptions were made when preparing the Village’s General Fund long-term financial forecast, including the following.

- ✓ No new revenue sources or debt proceeds are reflected in the forecast, with the exception of ARPA proceeds that have been allocated to specific FY2023 capital projects
- ✓ Existing revenues are forecasted to grow by 2.5% each year
- ✓ Operating expenditures are forecasted to grow by 3.0% each year
- ✓ Annual capital outlay is capped at \$400,000 beginning in FY2024
- ✓ Annual transfers to other funds are capped at \$400,000 beginning in FY2024

Based on the assumptions listed above, below is a snapshot of the Village’s long-term financial forecast for the General Fund. The forecast reports on two years of audited results, the current year’s preliminary results, the projected budget year, and projections for five additional years and includes a forecast of revenues, expenditures, and anticipated fund balance.





Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
General Fund Summary

|   | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected   | FY2023<br>Budget     |
|---|---------------------|---------------------|-----------------------------|-----------------------|----------------------|
| <b>Revenues</b>                             |                     |                     |                             |                       |                      |
| Taxes                                       | \$ 5,742,989        | \$ 5,646,015        | \$ 5,748,980                | \$ 6,318,221          | \$ 6,495,932         |
| Licenses                                    | 52,204              | 51,252              | 77,785                      | 20,975                | 86,270               |
| Permits And Fees                            | 413,316             | 402,832             | 376,875                     | 372,811               | 379,000              |
| Intergovernmental                           | 1,194,826           | 1,710,227           | 1,228,313                   | 1,468,704             | 1,818,852            |
| Charges For Services                        | 662,631             | 726,840             | 667,170                     | 690,120               | 699,210              |
| Fines And Forfeitures                       | 121,292             | 92,053              | 130,000                     | 123,000               | 126,000              |
| Cost Recoverable                            | 252,400             | 85,626              | 275,575                     | 97,154                | 79,500               |
| Miscellaneous Revenues                      | 224,389             | 225,112             | 448,890                     | 389,647               | 339,472              |
| Other                                       | 6,040               | 39,025              | 110,000                     | 77,000                | 82,000               |
| <b>Total Revenues</b>                       | <b>\$ 8,670,086</b> | <b>\$ 8,978,983</b> | <b>\$ 9,063,588</b>         | <b>\$ 9,557,632</b>   | <b>\$ 10,106,236</b> |
| <b>Expenditures</b>                         |                     |                     |                             |                       |                      |
| Personnel Services                          | 6,145,187           | 5,948,194           | 6,384,235                   | 6,298,335             | 6,512,988            |
| Contractual Services                        | 1,685,209           | 1,774,358           | 1,909,221                   | 1,737,725             | 2,020,405            |
| Commodities                                 | 295,431             | 388,161             | 370,645                     | 348,377               | 453,020              |
| Capital Outlay                              | 141,924             | 52,550              | 77,375                      | 11,875                | 638,651              |
| Other Expenditures                          | 73,155              | 71,810              | 84,626                      | 67,702                | 67,035               |
| <b>Total Expenditures</b>                   | <b>\$ 8,340,906</b> | <b>\$ 8,235,073</b> | <b>\$ 8,826,102</b>         | <b>\$ 8,464,014</b>   | <b>\$ 9,692,099</b>  |
| <b>Excess (Deficiency) of</b>               |                     |                     |                             |                       |                      |
| <b>Revenues Over Expenditures</b>           | <b>329,181</b>      | <b>743,911</b>      | <b>237,486</b>              | <b>1,093,618</b>      | <b>414,137</b>       |
| <b>Other Financing Sources (Uses)</b>       |                     |                     |                             |                       |                      |
| Transfers (In)                              | -                   | -                   | -                           | 279,638               | 425,000              |
| Transfers (Out)                             | (235,655)           | (390,000)           | (1,775,818)                 | (1,545,818)           | (488,666)            |
| Adjustment to Basis of Presentation*        | 184,548             | (78,320)            | -                           | -                     | -                    |
| <b>Total Other Financing Sources (Uses)</b> | <b>\$ (51,107)</b>  | <b>\$ (468,320)</b> | <b>\$ (1,775,818)</b>       | <b>\$ (1,266,180)</b> | <b>\$ (63,666)</b>   |
| <b>Net Change in Fund Balance</b>           | <b>278,074</b>      | <b>275,590</b>      | <b>(1,538,332)</b>          | <b>(172,562)</b>      | <b>350,471</b>       |
| <b>Beginning Fund Balance</b>               | <b>5,040,856</b>    | <b>5,318,930</b>    | <b>5,594,520</b>            | <b>5,594,520</b>      | <b>5,421,959</b>     |
| <b>Ending Fund Balance</b>                  | <b>\$ 5,318,930</b> | <b>\$ 5,594,520</b> | <b>\$ 4,056,188</b>         | <b>\$ 5,421,959</b>   | <b>\$ 5,772,430</b>  |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)

\*\*FY2020 Beginning Fund Balance as restated

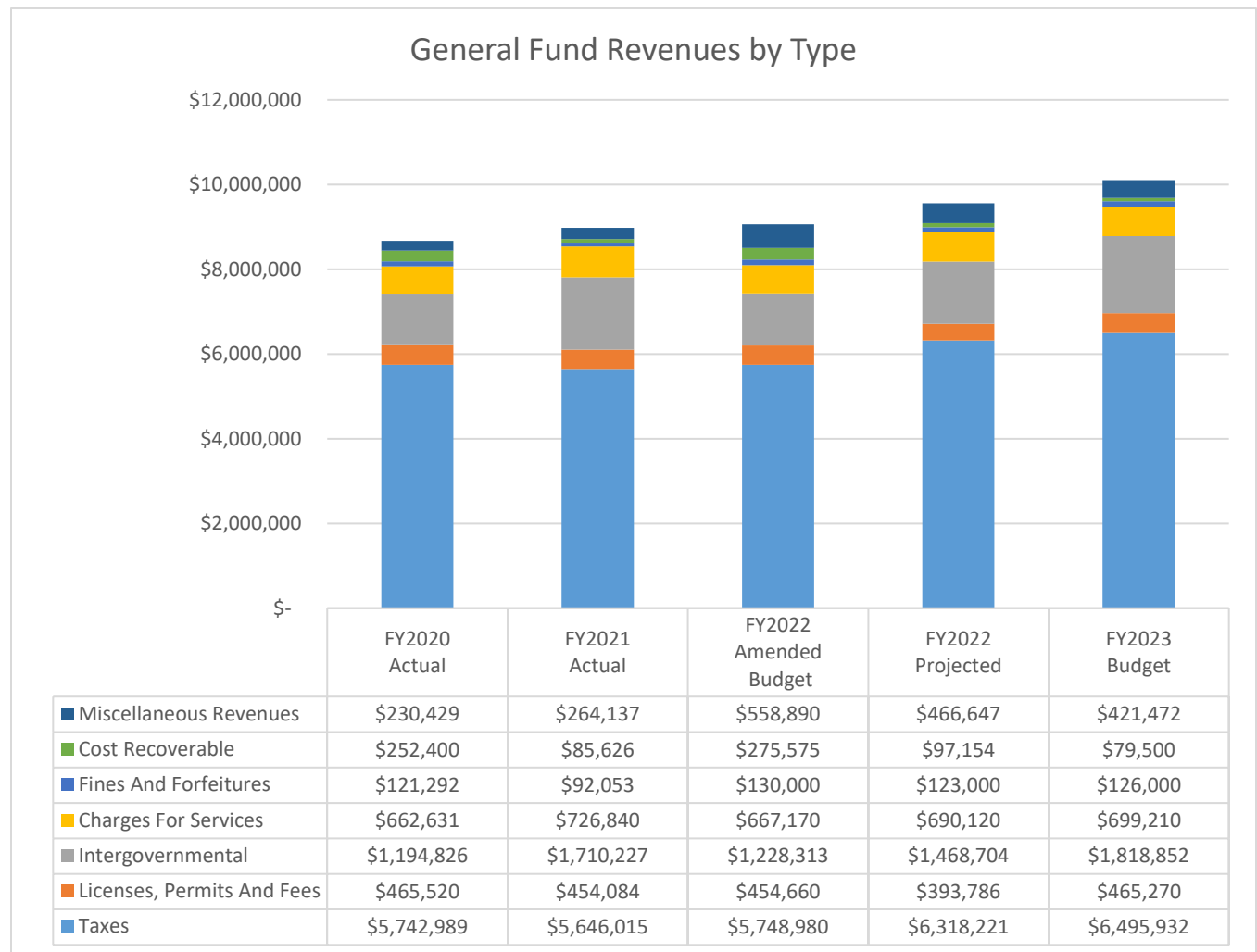




The General Fund is the primary operating fund of the Village that accounts for all financial activity that is not required to be accounted for in a separate fund. The General Fund reflects the activity of the administrative and operating departments of the Village including Boards and Commissioners, Administration, Finance, Central Services, Information Technology, Police and Public Works.

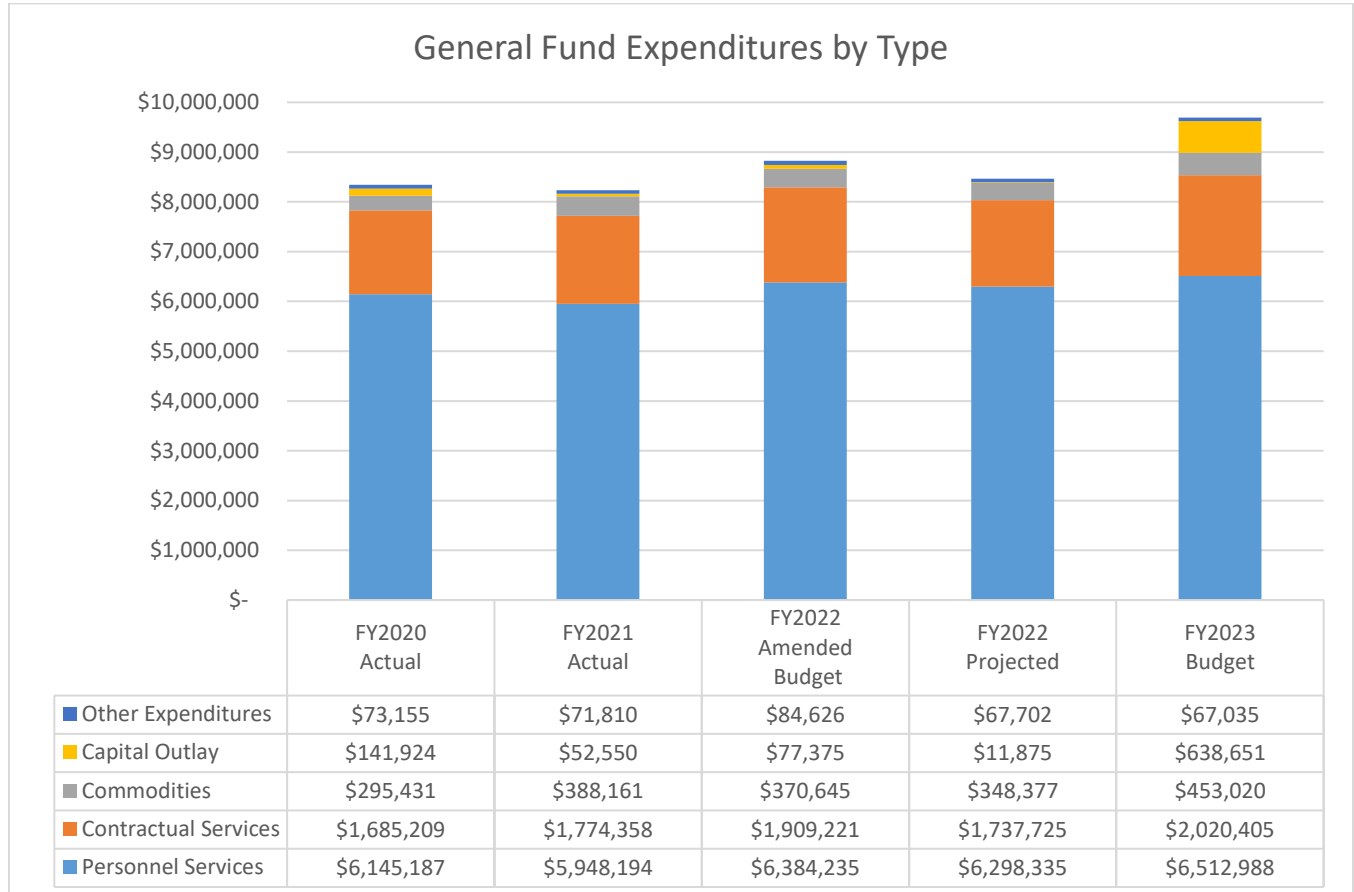
Village resources recorded in the General Fund are those that are defined as general purpose in nature, such as sales tax and other general revenues.

Total FY2023 General Fund revenues amount to \$10,106,236, net of interfund transfers. Below is a breakdown of General Fund revenues by types for FY2020 through FY2023.





Total FY2023 General Fund expenditures, net of transfers to other funds, amount to \$9,692,099, net of interfund transfers. Below is a breakdown of General Fund expenditures by types for FY2020 through FY2023.



Interfund transfers from the General Fund include transfers to the Village's capital project funds. The transfer amount depends on the availability of excess reserves within the General Fund, as well as the needs of the recipient funds. Actual transfers in FY2020 and FY2021 amounted to \$235,655 and \$390,000, respectively. Budgeted transfers for FY2022 amounted to \$497,000; projected transfers for FY2022 amount to \$1,545,818. The FY2022 transfer included a transfer to the Debt Service Fund of approximately \$1.2 million. This transfer provided funding for the early retirement of the Village's long-term general obligation debt which consisted of General Obligation Refunding Bonds, Series 2017 in the principal amount of \$5,970,000. The FY2023 General Fund budget reflects transfers to other funds in the amount of \$488,666.

A consolidated summary of General Fund revenues, expenditures, and changes in fund balance for FY2020 – FY2023 can be found on the following page.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
General Fund Revenues

|                                   | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget    |
|-----------------------------------|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| <i>Taxes</i>                      |                     |                     |                             |                     |                     |
| General Property Tax              | \$ 271,480          | \$ 451,877          | \$ 233,280                  | \$ 245,148          | \$ 248,825          |
| Police Protection Property Tax    | 182,607             | 62,365              | 155,520                     | 163,432             | 165,883             |
| Police Pension Property Tax       | 758,505             | 778,098             | 910,306                     | 910,306             | 923,961             |
| Road & Bridge Tax                 | 272,335             | 266,142             | 281,120                     | 277,892             | 285,820             |
| Municipal Sales Tax               | 2,362,165           | 2,329,373           | 1,602,050                   | 2,015,000           | 2,070,000           |
| Non-Home Rule Sales Tax           | -                   | -                   | 331,500                     | 395,000             | 405,000             |
| Auto Rental Tax                   | -                   | -                   | 1,560                       | 3,443               | 3,443               |
| Use Tax                           | -                   | -                   | 448,759                     | 410,000             | 440,000             |
| Cannabis Tax                      | -                   | -                   | 8,975                       | 16,000              | 18,000              |
| Electric Utility Tax              | 845,529             | 844,882             | 835,650                     | 852,000             | 865,000             |
| Gas Utility Tax                   | 222,309             | 265,862             | 258,730                     | 290,000             | 270,000             |
| Telecommunication Tax             | 467,285             | 385,495             | 358,300                     | 360,000             | 322,000             |
| Places of Eating Tax              | 360,774             | 261,922             | 323,230                     | 380,000             | 478,000             |
| <b>Total Taxes</b>                | <b>\$ 5,742,989</b> | <b>\$ 5,646,015</b> | <b>\$ 5,748,980</b>         | <b>\$ 6,318,221</b> | <b>\$ 6,495,932</b> |
| <i>Licenses</i>                   |                     |                     |                             |                     |                     |
| Liquor Licenses                   | 47,354              | 31,617              | 47,000                      | 11,125              | 55,000              |
| Other Licenses                    | 4,850               | 10,135              | 5,785                       | 1,500               | 6,270               |
| Business Licenses                 | -                   | 9,500               | 25,000                      | 8,350               | 25,000              |
| <b>Total Licenses</b>             | <b>\$ 52,204</b>    | <b>\$ 51,252</b>    | <b>\$ 77,785</b>            | <b>\$ 20,975</b>    | <b>\$ 86,270</b>    |
| <i>Permits &amp; Fees</i>         |                     |                     |                             |                     |                     |
| Building Permits                  | 386,605             | 396,832             | 350,625                     | 335,000             | 350,000             |
| Plat Fees                         | 19,261              | -                   | 18,750                      | 30,161              | 19,000              |
| Public Hearing Fees               | 7,450               | 6,000               | 7,500                       | 7,500               | 10,000              |
| Annexation Fees                   | -                   | -                   | -                           | 150                 | -                   |
| <b>Total Permits &amp; Fees</b>   | <b>\$ 413,316</b>   | <b>\$ 402,832</b>   | <b>\$ 376,875</b>           | <b>\$ 372,811</b>   | <b>\$ 379,000</b>   |
| <i>Intergovernmental</i>          |                     |                     |                             |                     |                     |
| State Income Tax                  | 1,144,430           | 1,210,455           | 1,161,200                   | 1,401,499           | 1,405,603           |
| Corporate Replacement Tax         | 50,396              | 47,436              | 35,910                      | 66,000              | 58,813              |
| Grants                            | -                   | 16,518              | 1,203                       | 1,205               | 39,100              |
| Federal Grants                    | -                   | 435,817             | 30,000                      | -                   | 315,336             |
| <b>Total Intergovernmental</b>    | <b>\$ 1,194,826</b> | <b>\$ 1,710,227</b> | <b>\$ 1,228,313</b>         | <b>\$ 1,468,704</b> | <b>\$ 1,818,852</b> |
| <i>Charges for Services</i>       |                     |                     |                             |                     |                     |
| Franchise Tax - Cable TV          | 275,591             | 271,971             | 263,560                     | 283,000             | 280,000             |
| Rent Revenue                      | 387,041             | 454,870             | 403,610                     | 407,120             | 419,210             |
| <b>Total Charges for Services</b> | <b>\$ 662,631</b>   | <b>\$ 726,840</b>   | <b>\$ 667,170</b>           | <b>\$ 690,120</b>   | <b>\$ 699,210</b>   |



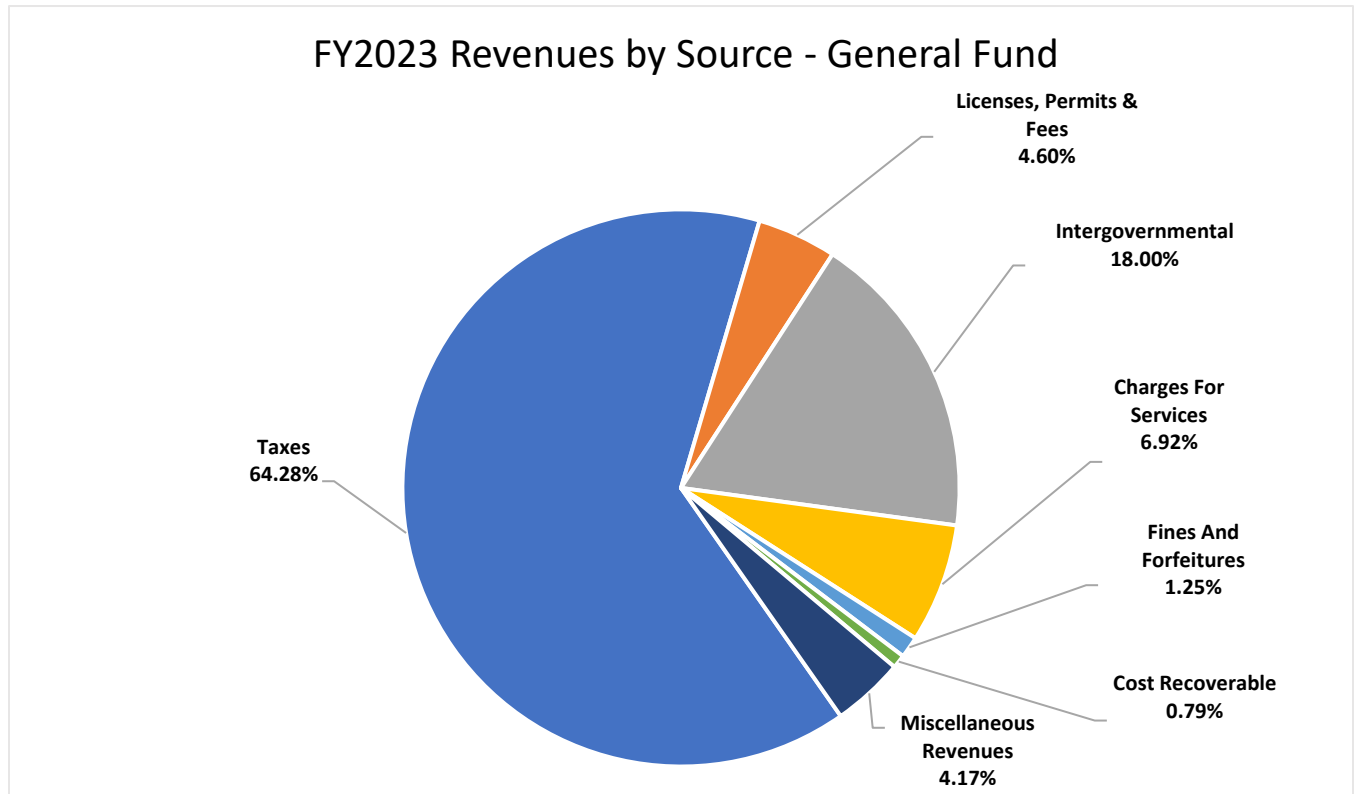
Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
General Fund Revenues

|   | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget     |
|---|---------------------|---------------------|-----------------------------|---------------------|----------------------|
| <i>Fines &amp; Forfeitures</i>            |                     |                     |                             |                     |                      |
| Circuit Court Fines                       | 101,987             | 70,860              | 95,000                      | 78,000              | 80,000               |
| Village Fines                             | 19,305              | 21,193              | 35,000                      | 45,000              | 46,000               |
| <b>Total Fines &amp; Forfeitures</b>      | <b>\$ 121,292</b>   | <b>\$ 92,053</b>    | <b>\$ 130,000</b>           | <b>\$ 123,000</b>   | <b>\$ 126,000</b>    |
| <i>Cost Recoverable</i>                   |                     |                     |                             |                     |                      |
| Recoverable-Employee Share Insurance      | 119,470             | (0)                 | 105,910                     | -                   | -                    |
| Recoverable-Legal Fees                    | -                   | -                   | -                           | 83                  | -                    |
| Recoverable-Tree Purchases                | 2,127               | 5,374               | 2,500                       | 15,591              | 2,500                |
| Recoverable-Inspection Fees               | 36,942              | 36,102              | 35,000                      | 38,000              | 37,000               |
| Recoverable-Special Detail                | 9,835               | -                   | 92,165                      | -                   | -                    |
| Recoverable-Miscellaneous                 | 84,026              | 44,151              | 40,000                      | 43,480              | 40,000               |
| <b>Total Cost Recoverable</b>             | <b>\$ 252,400</b>   | <b>\$ 85,626</b>    | <b>\$ 275,575</b>           | <b>\$ 97,154</b>    | <b>\$ 79,500</b>     |
| <i>Miscellaneous Revenues</i>             |                     |                     |                             |                     |                      |
| Interest Income                           | 148,641             | 151,708             | 151,390                     | 151,934             | 83,398               |
| Donations                                 | 9,000               | (850)               | 7,000                       | 8,500               | 8,500                |
| Other Revenues                            | 66,748              | 74,254              | 290,500                     | 229,213             | 247,574              |
| <b>Total Miscellaneous Revenues</b>       | <b>\$ 224,389</b>   | <b>\$ 225,112</b>   | <b>\$ 448,890</b>           | <b>\$ 389,647</b>   | <b>\$ 339,472</b>    |
| <i>Other</i>                              |                     |                     |                             |                     |                      |
| Proceeds From Sale Of Assets              | 6,040               | 39,025              | 110,000                     | 77,000              | 82,000               |
| Transfer from Hotel/Motel Fund            | -                   | -                   | -                           | 100,430             | 160,000              |
| Transfer from Business District Fund      | -                   | -                   | -                           | 25,201              | 50,000               |
| Transfer from Water Fund                  | -                   | -                   | -                           | -                   | 175,000              |
| Transfer from Sewer Fund                  | -                   | -                   | -                           | -                   | 40,000               |
| Transfer from Information Technology Fund | -                   | -                   | -                           | 154,007             | -                    |
| <b>Total Other</b>                        | <b>\$ 6,040</b>     | <b>\$ 39,025</b>    | <b>\$ 110,000</b>           | <b>\$ 356,638</b>   | <b>\$ 507,000</b>    |
| <b>Total General Fund Revenues</b>        | <b>\$ 8,670,086</b> | <b>\$ 8,978,983</b> | <b>\$ 9,063,588</b>         | <b>\$ 9,837,270</b> | <b>\$ 10,531,236</b> |



### Revenues by Source – General Fund

Total FY2023 revenues for the Village’s General Fund amount to \$10,106,236, net of interfund transfers, or approximately 47.7% of the Village’s total FY2023 revenues. The following is a summary of the major revenue sources of the General Fund for FY2023.



| Taxes                  | Intergovernmental     | Charges for Services | Licenses, Permits & Fees |
|------------------------|-----------------------|----------------------|--------------------------|
| \$6,495,932            | \$1,818,852           | \$699,210            | \$465,270                |
| Miscellaneous Revenues | Fines and Forfeitures | Cost Recoverable     |                          |
| \$421,472              | \$126,000             | \$79,500             |                          |

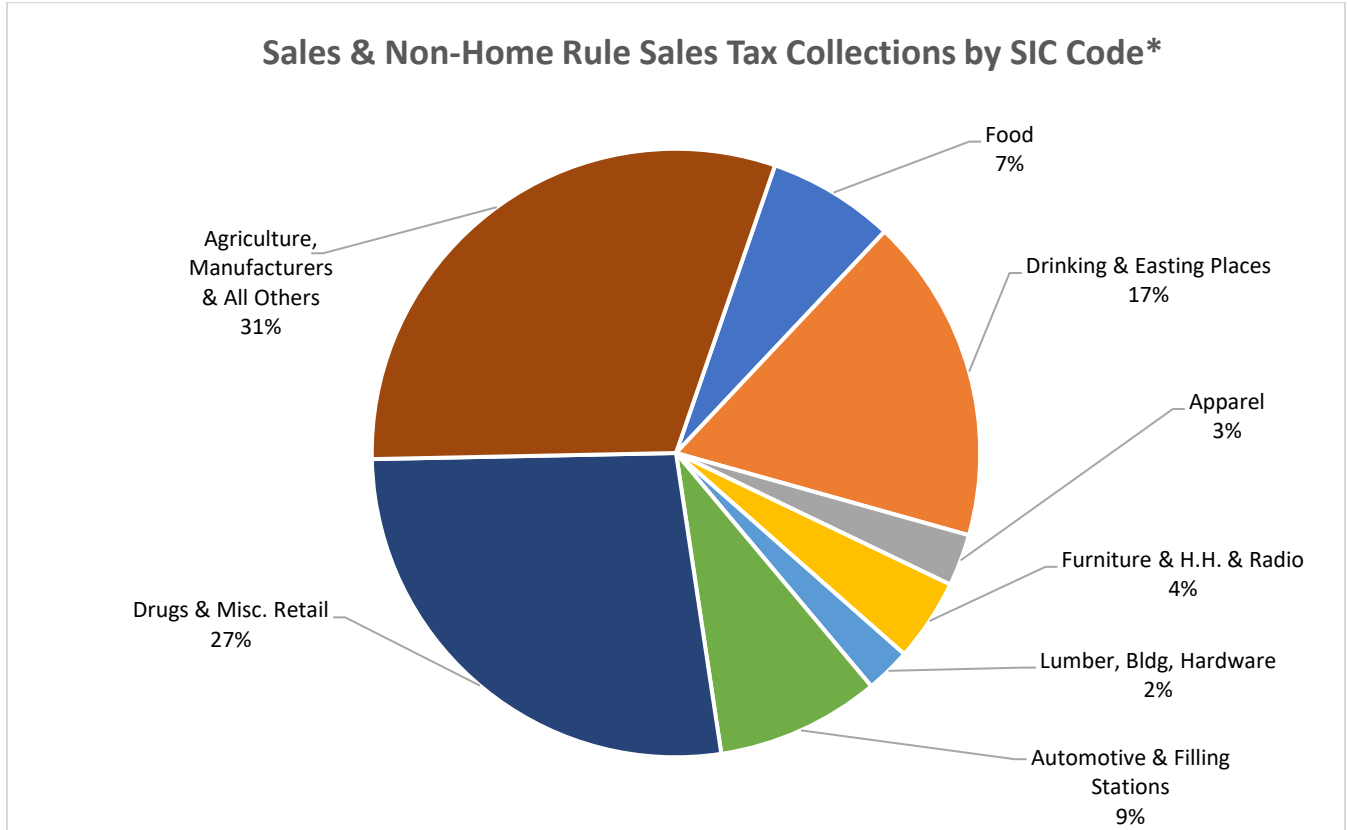
FY2023 General Fund revenues, by line item, can be found on the previous page, along with a comparison to FY2020 and FY2021 actuals and budget and projection amounts for FY2022.

### Sales and Non-Home Rule Sales Tax

Sales tax is the largest revenue source for the Village, representing approximately 24.5% of total FY2023 General Fund revenues. The Village’s sales tax revenue consists of a 1% sales tax received from the State of Illinois, as well as a .25% sales tax imposed through the Village’s non-home rule status. Sales and non-home rule sales tax distributions are received each month, generally lagging two months behind the State’s collection month.



Below is a snapshot of sales and non-home rule sales tax collections for the nine-month period ending September 30, 2021 (the most current information available).



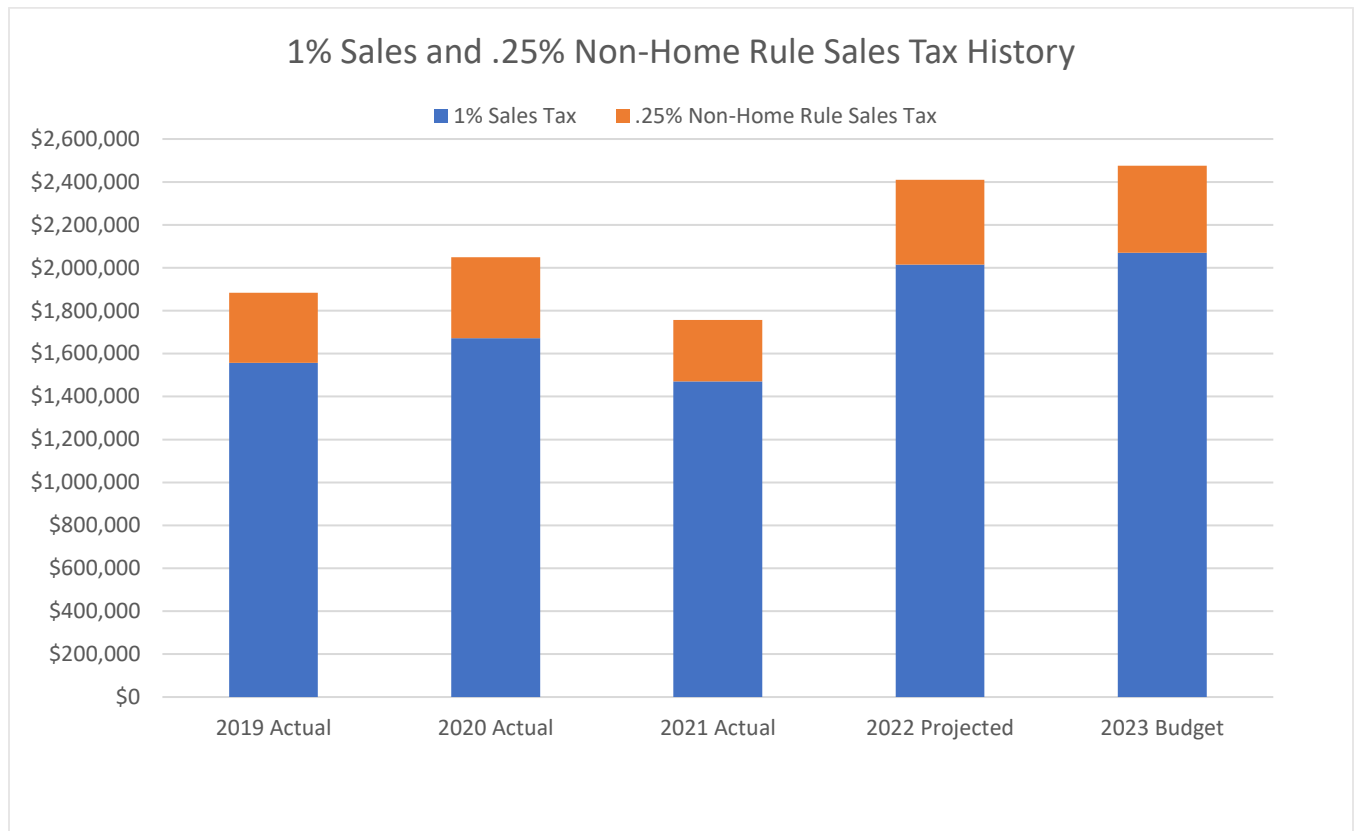
\*SIC Code- Standard Industrial Classification Code

| Agriculture, Manufacturers & All Others | Food                        | Drinking & Eating Places      | Apparel                      |
|---|-----------------------------|-------------------------------|------------------------------|
| \$533,006                               | \$117,531                   | \$301,917                     | \$48,155                     |
| Furniture & Household Materials         | Lumber, Building & Hardware | Automotive & Filling Stations | Drugs & Miscellaneous Retail |
| \$76,199                                | \$41,994                    | \$151,792                     | \$471,428                    |

Based on current trends, FY2022 sales tax is projected at \$2,015,000 and FY2022 non-home rule sales tax is projected at \$395,000, an increase of approximately \$431,375 and \$83,046, or 27%, when compared to FY2021 actuals. Fiscal Year 2023 sales tax is forecasted at \$2,070,000 and non-home rule sales tax is forecasted at \$405,000. This reflects a 3% increase in sales tax and non-home rule sales tax as compared to FY2022 projected actuals. Compared to pre-pandemic levels, the FY2023 budget reflects a 33% increase in sales tax with a 23% increase in non-home rule sales tax. The majority of sales tax, 58%, in Burr Ridge comes from agricultural, manufacturing, drugs, and miscellaneous retail sales in the Village.



The chart below illustrates the Village’s sales tax and non-home rule sales tax collections since FY2019.



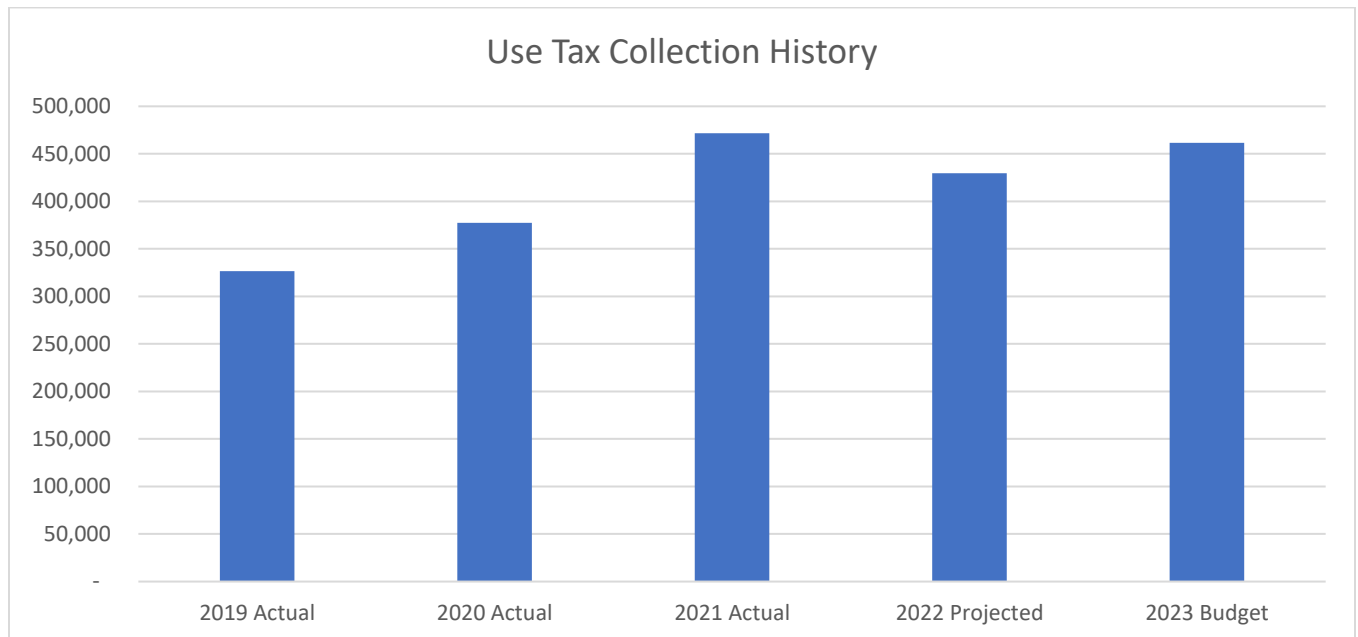
### Use Tax

Prior to January 1, 2021, out-of-state purchases of tangible personal property were subject to a 6.25% Illinois Use Tax, which was allocated to the Village on a per capita basis. Beginning January 1, 2021, Illinois state statute provides that out-of-state purchases will be taxed at the destination sales tax rate as opposed to a use tax rate, in the same manner that in-state purchases are taxed. This change shifted a portion of the Village’s revenue from Use Tax collections to Sales Tax collections. Total Use Tax for the Village includes Auto Rental Tax and Cannabis Use Tax as well.

For budgetary purposes, the Village projects Use Tax revenues utilizing assumptions provided by the Illinois Municipal League (IML). At the time the Village was compiling the FY2023 budget, estimated per capita rates issued by the IML equaled \$39.70 for MFY2022 and \$38.80 for CFY2023. The Village estimated its per capita revenues on the 2020 Certified Census population of 11,192. FY2022 Use Tax revenue is projected at \$429,443, a decrease of approximately \$42,000 or 8.9% as compared to FY2021 actual collections. FY2023 use tax collections, based on a population of 11,192 and an estimated per capita rate of \$39.25, are forecasted at \$461,443 a 7.5% increase over the FY2022 projection.



The following graph provides the history of Use Tax collections since FY2019.



### **Income Tax**

The Village receives income tax from the State of Illinois on a per capita basis through the Local Government Distributive Fund (LGDF). For budgetary purposes, the Village projects income tax revenues utilizing assumptions provided by the Illinois Municipal League (IML). IML projects estimated income tax collections based on economic projections that historically have been consistent with actual receipts.

As previously mentioned, the Village estimates its per capita revenues on the 2020 Certified Census population of 11,192. The Village's FY2022 income tax revenue estimate is based on \$132.73 per capita and the FY2023 budget is based on \$133.12 per capita. These per capita amounts were then revised based on analysis of historical income tax receipts for the Village. The FY2022 income tax projection amounts to \$1,401,499; the FY2023 income tax forecast equals \$1,405,603, an increase of approximately \$4,104, or .29%, as compared to the FY2022 projection.

### **Grant Revenues – ARPA**

In September 2021, the Village received the first of two installments from the American Rescue Plan (ARPA) in the amount of \$731,999. The second installment is estimated to be received in September 2022. These amounts are recorded as deferred revenue until covered expenses are identified and incurred. In FY2023, \$315,336 of ARPA grant revenues are reflected in the General Fund. Projects funded with these grant revenues include Police Station Access Controls, Police Fleet Computer Replacements, and the Village's Public Safety Camera Program.

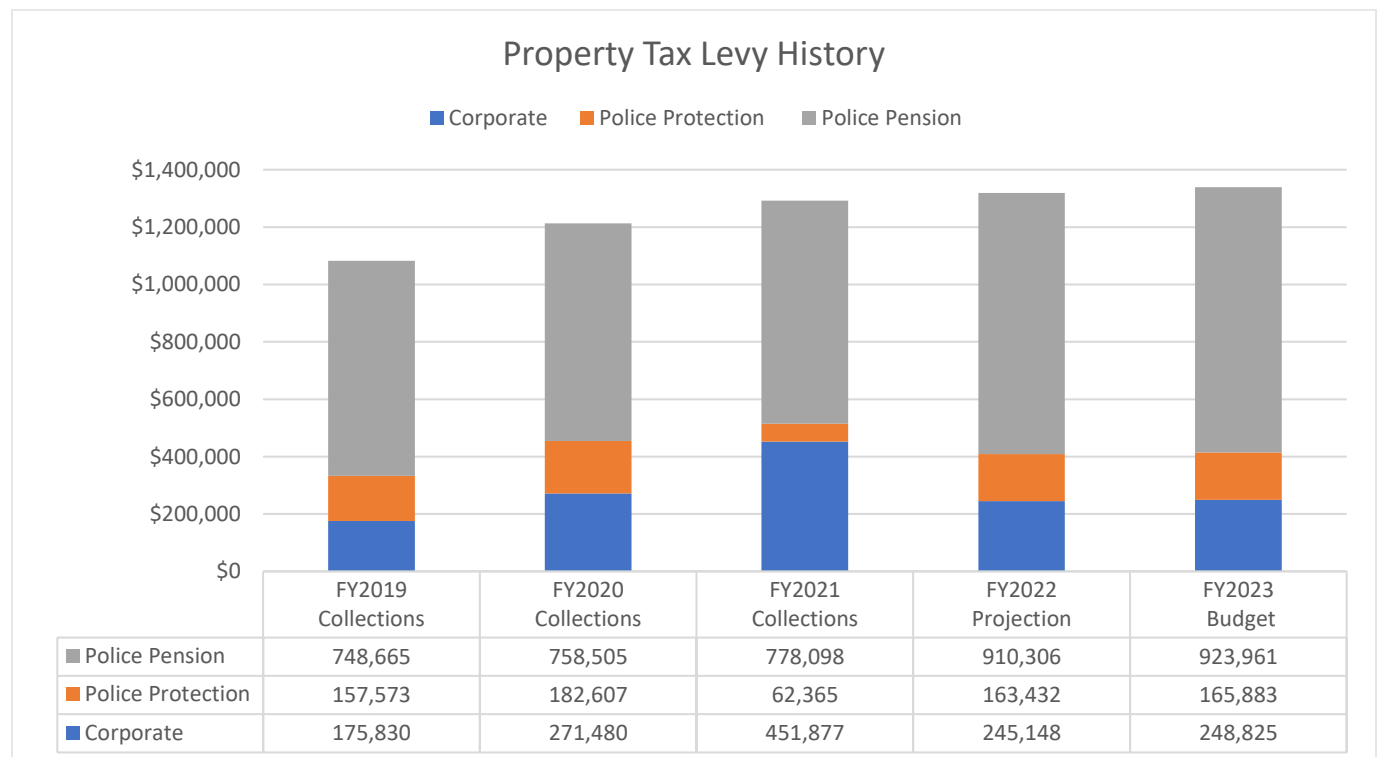


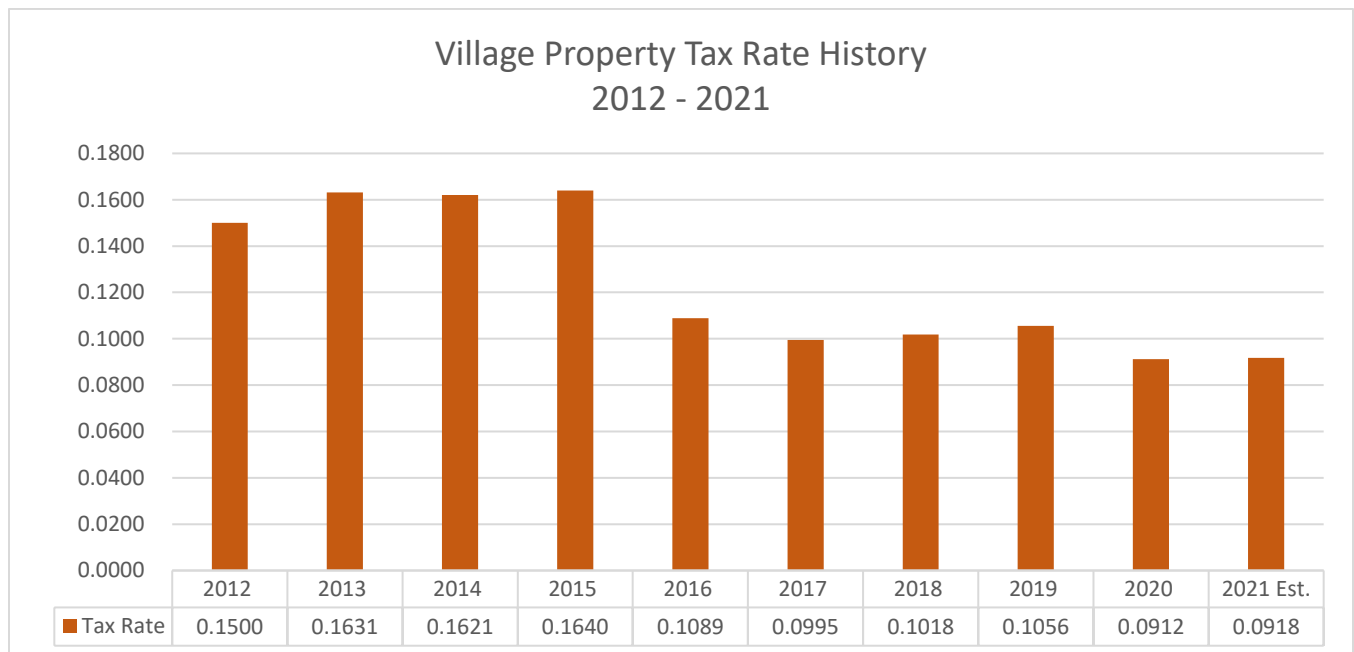
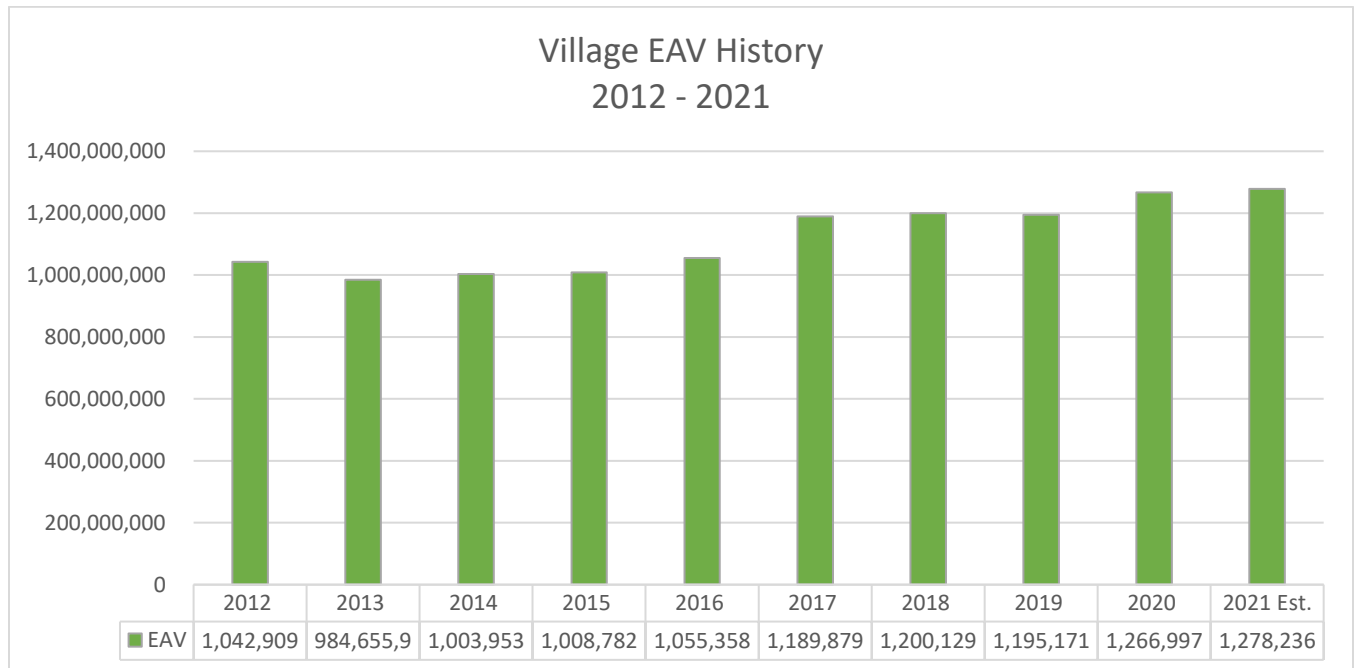


## Property Tax

The Village resides in two counties, DuPage and Cook, and is a non-home rule municipality subject to the limitations imposed by the Illinois Property Tax Extension Law (PTELL). The Village levies property taxes for the purposes of general corporate, police protection and police pension. On average, the annual property tax levy has increased approximately 3% per year for the last ten years, within the allowable limits provided by PTELL. For tax levy year 2020, collected in FY2022, the Village's tax rate equals \$.0912; for tax levy year 2021 which will be collected by the Village in FY2023, the tax rate is estimated at \$.0918. On average, for every \$100 of assessed valuation, the Village receives approximately \$.108. With a total tax rate of \$4.9606, approximately 1.5% of the resident's total tax bill is allocated to the Village.

The total 2021 property tax levy is approximately \$19,000 higher than the 2020 property tax levy; the total tax levy for tax year 2021 (collected in FY2023) amounts to \$1,338,669. On an annual basis, actual collections may vary from the amount of the approved levy. Below is a history of the Village's actual property tax collections for FY2019 – FY2021, projected collections for FY2022 and the FY2023 property tax budget, as well as the history of the Village's EAV and property tax rate over five fiscal years.





*Note: A two-year lag exists between levy year and collection fiscal year.*



### Places of Eating Tax

The Village assesses a 1% Places of Eating Tax at establishments where prepared food is sold at retail for immediate consumption and on premise where indoor or outdoor seating is provided. The 1% tax is assessed on gross receipts and is passed onto the consumer. There are currently 24 establishments within the Village that are assessed this tax with an additional five planned to open in FY2023. This revenue source was growing steadily since its inception on May 1, 2012; however, FY2020 and FY2021 revenues were impacted negatively by the pandemic and the Village experienced a revenue decrease. With the return of indoor dining, as well as the expansion of outdoor dining at some key restaurants, this revenue is projected to increase 45% for FY2022 and increase another 26% for FY2023 to \$478,000.

The chart below illustrates actual collections from FY2019 to FY2021, as well as projected FY2022 revenues and forecasted FY2023 revenues.

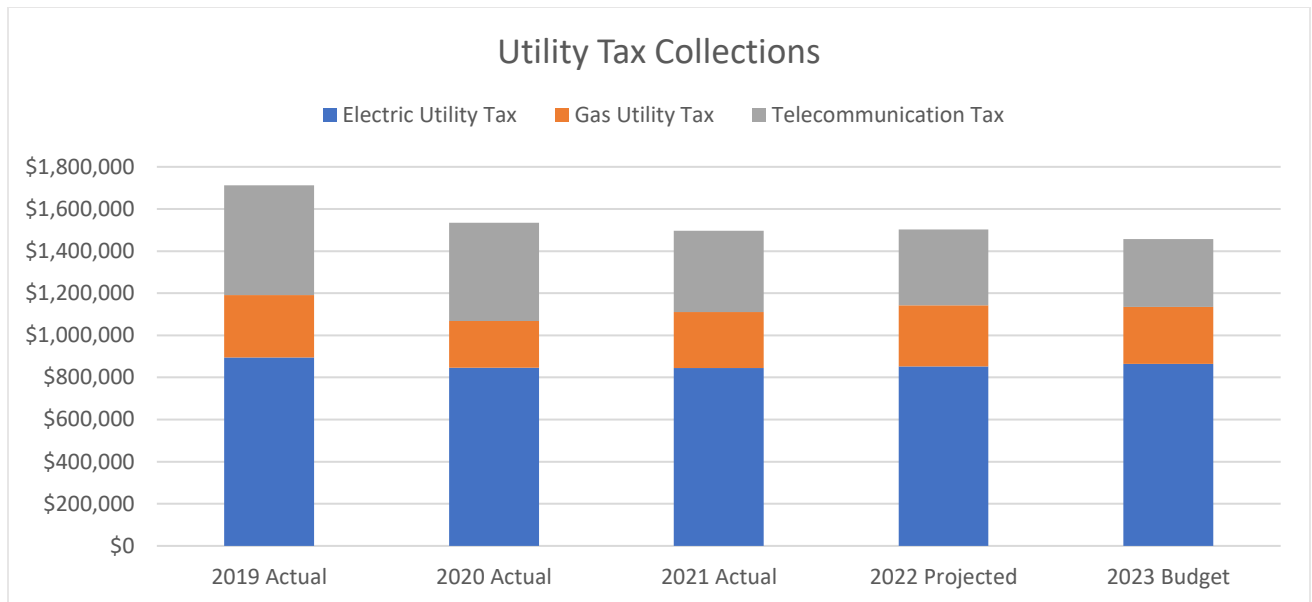


*Note: Amount listed on each bar represents number of establishments collecting places of eating tax within applicable fiscal year.*



### Utility Taxes

Utility taxes, in the total amount of \$1,457,000, represent approximately 14% of total FY2023 General Fund revenues. The Village has three utility taxes, natural gas, electricity, and telecommunications. Natural Gas Tax is assessed at a rate of 5.0% of gross charges and Electricity Tax is assessed at a variable rate of 0.00307 – 0.00536 depending on the number of kWh used. As each of these taxes is based on usage, revenues will fluctuate with weather conditions and consumer demand. Telecommunication Tax is assessed at a rate of 6% of gross charges. The breakdown of Utility Tax revenues received since FY2019 is reflected below.



As shown above, utility tax revenues have been declining since Fiscal Year 2019, likely a result of energy efficiencies and changes in consumer behavior. Overall downward trends in utility tax revenue are common among nearby comparable communities. Fiscal year 2022 total utility taxes are projected at \$1,502,000, staying flat, as compared to Fiscal Year 2021. For Fiscal Year 2023, total utility taxes are forecasted to decrease by approximately \$45,000, or 3%, when compared to Fiscal Year 2022 projections.

Of the three utility taxes the Village collects, Telecommunication Tax represents the largest portion of the total decline in receipts. Changes in technology has consumers abandoning traditional landlines in favor of mobile devices and mobile data plans are not subject to the tax under current Federal law. Fiscal year 2022 Telecommunication Tax revenue is projected at \$360,000, a \$25,000 decline from Fiscal Year 2021 revenues. The Village anticipates that this trend will continue as new technologies overtake landlines.

### Business Licenses

During the 2021 budget process, the Village enacted a business license program. This purpose of this program was to compile records on all businesses within the Village to better serve the community. As a result of the pandemic and to provide economic relief, the Village waived the requirement for paying business license fees in most cases for FY2021 and FY2022. In FY2023, the Village anticipates issuing 250 licenses at a value of \$100 each for a total forecasted revenue of \$25,000.



#### **Permits and Fees**

Building permits and other development related fees, in the amount of \$369,000, represent approximately 3.5% of total FY2023 General Fund revenues. Building permit fees included in the FY2023 budget amount to \$350,000; other development related fees reflected in the FY2023 budget include plat fees in the amount to \$19,000 and public hearing fees in the amount of \$10,000. FY2022 revenue is projected to decrease by approximately \$30,021 or 7.5% as compared to FY2021 actual revenues. The FY2023 budget reflects an increase in Building Permit and other development related fees of approximately 2% when compared to FY2022 projected revenue.

#### **Charges for Services**

Charges for services revenue is comprised of Cable TV Franchise Tax Fees and Rent Revenue. The Village receives cable franchise fees from Comcast and AT&T. Rent revenue is received from cell tower lease agreements that the Village has entered with various cellular and broadband wireless providers. The Village also realizes rent revenue from Nanophase for the rental of Village property.

#### **Other Revenues**

Other Revenues in the amount of \$247,574, represent approximately 2.4% of total FY2023 General Fund revenues.

**General Fund - Expenditures - All Departments**

|                                       | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget    |
|---------------------------------------|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| <i>Boards &amp; Commissions</i>       |                     |                     |                             |                     |                     |
| Personnel Services                    | \$ 43,999           | \$ 37,046           | \$ 52,095                   | \$ 50,020           | \$ 50,070           |
| Contractual Services                  | 197,375             | 253,696             | 181,440                     | 177,312             | 160,448             |
| Commodities                           | 250                 | 2,396               | 800                         | 500                 | 250                 |
| Capital Outlay                        | -                   | -                   | -                           | -                   | -                   |
| Other Expenditures                    | 62,793              | 58,772              | 72,226                      | 54,731              | 53,680              |
| Transfers Out                         | 8,405               | -                   | -                           | -                   | -                   |
| <b>Total Boards &amp; Commissions</b> | <b>\$ 312,822</b>   | <b>\$ 351,911</b>   | <b>\$ 306,561</b>           | <b>\$ 282,563</b>   | <b>\$ 264,448</b>   |
| <i>Administration</i>                 |                     |                     |                             |                     |                     |
| Personnel Services                    | \$ 593,370          | \$ 641,518          | \$ 563,530                  | \$ 563,775          | \$ 454,909          |
| Contractual Services                  | 243,343             | 150,363             | 138,179                     | 180,001             | 5,241               |
| Commodities                           | 4,273               | 21,450              | 10,450                      | 3,759               | 7,100               |
| Other Expenditures                    | -                   | -                   | -                           | -                   | -                   |
| Transfers Out                         | 24,080              | -                   | -                           | -                   | -                   |
| <b>Total Administration</b>           | <b>\$ 865,067</b>   | <b>\$ 813,331</b>   | <b>\$ 712,159</b>           | <b>\$ 747,535</b>   | <b>\$ 467,250</b>   |
| <i>Finance</i>                        |                     |                     |                             |                     |                     |
| Personnel Services                    | \$ 271,371          | \$ 282,494          | \$ 267,659                  | \$ 189,411          | \$ 70,821           |
| Contractual Services                  | 70,092              | 59,498              | 206,564                     | 145,671             | 163,785             |
| Commodities                           | 1,475               | 1,239               | 6,000                       | 150                 | 1,000               |
| Capital Outlay                        | -                   | -                   | -                           | -                   | -                   |
| Other Expenditures                    | -                   | -                   | -                           | -                   | -                   |
| Transfers Out                         | 16,770              | -                   | -                           | -                   | -                   |
| <b>Total Finance</b>                  | <b>\$ 359,708</b>   | <b>\$ 343,231</b>   | <b>\$ 480,223</b>           | <b>\$ 335,232</b>   | <b>\$ 235,606</b>   |
| <i>Central Services</i>               |                     |                     |                             |                     |                     |
| Personnel Services                    | \$ 3,807            | \$ 3,468            | \$ 3,500                    | \$ 3,387            | \$ 3,500            |
| Contractual Services                  | 215,734             | 317,624             | 245,750                     | 181,270             | 186,962             |
| Commodities                           | 9,029               | 8,585               | 8,200                       | 8,000               | 8,000               |
| Capital Outlay                        | -                   | -                   | -                           | -                   | 20,000              |
| Other Expenditures                    | 10,362              | 13,038              | 12,400                      | 12,971              | 13,355              |
| Transfers Out                         | 115,000             | 390,000             | 1,763,818                   | 1,533,818           | 488,666             |
| <b>Total Central Services</b>         | <b>\$ 353,932</b>   | <b>\$ 732,715</b>   | <b>\$ 2,033,668</b>         | <b>\$ 1,739,446</b> | <b>\$ 720,483</b>   |
| <i>Police</i>                         |                     |                     |                             |                     |                     |
| Personnel Services                    | \$ 4,432,881        | \$ 4,235,905        | \$ 4,757,896                | \$ 4,701,506        | \$ 4,773,980        |
| Contractual Services                  | 465,974             | 356,658             | 467,564                     | 447,225             | 463,638             |
| Commodities                           | 61,629              | 75,510              | 85,670                      | 108,495             | 145,070             |
| Capital Outlay                        | 125,765             | 8,677               | 32,375                      | 3,875               | 152,651             |
| Other Expenditures                    | -                   | -                   | -                           | -                   | -                   |
| Transfers Out                         | 49,160              | -                   | -                           | -                   | -                   |
| <b>Total Police</b>                   | <b>\$ 5,135,409</b> | <b>\$ 4,676,750</b> | <b>\$ 5,343,505</b>         | <b>\$ 5,261,101</b> | <b>\$ 5,535,339</b> |



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**General Fund - Expenditures - All Departments**

|   | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected  | FY2023<br>Budget     |
|---|---------------------|---------------------|-----------------------------|----------------------|----------------------|
| <i>Information Technology</i>               |                     |                     |                             |                      |                      |
| Personnel Services                          | -                   | -                   | -                           | -                    | \$ 3,900             |
| Contractual Services                        | -                   | -                   | -                           | -                    | 336,244              |
| Commodities                                 | -                   | -                   | -                           | -                    | 28,000               |
| Capital Outlay                              | -                   | -                   | -                           | -                    | 220,000              |
| Other Expenditures                          | -                   | -                   | -                           | -                    | -                    |
| Transfers Out                               | -                   | -                   | -                           | -                    | -                    |
| <b>Total Information Technology</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>                 | <b>\$ -</b>          | <b>\$ 588,144</b>    |
| <i>Public Works</i>                         |                     |                     |                             |                      |                      |
| Personnel Services                          | \$ 799,759          | \$ 747,762          | \$ 739,555                  | \$ 790,236           | \$ 1,155,808         |
| Contractual Services                        | 349,967             | 458,654             | 669,724                     | 606,246              | 704,087              |
| Commodities                                 | 202,898             | 245,898             | 259,525                     | 227,473              | 263,600              |
| Capital Outlay                              | 10,117              | 11,364              | 45,000                      | 8,000                | 246,000              |
| Other Expenditures                          | -                   | -                   | -                           | -                    | -                    |
| Transfers Out                               | 22,240              | -                   | 12,000                      | 12,000               | -                    |
| <b>Total Public Works</b>                   | <b>\$ 1,384,981</b> | <b>\$ 1,463,678</b> | <b>\$ 1,725,804</b>         | <b>\$ 1,643,955</b>  | <b>\$ 2,369,495</b>  |
| <i>Building &amp; Grounds</i>               |                     |                     |                             |                      |                      |
| Personnel Services                          | \$ -                | \$ -                | \$ -                        | \$ -                 | \$ -                 |
| Contractual Services                        | 142,723             | 177,864             | -                           | -                    | -                    |
| Commodities                                 | 15,876              | 33,083              | -                           | -                    | -                    |
| Capital Outlay                              | 6,042               | 32,509              | -                           | -                    | -                    |
| Other Expenditures                          | -                   | -                   | -                           | -                    | -                    |
| Transfers Out                               | -                   | -                   | -                           | -                    | -                    |
| <b>Total Buildings &amp; Grounds</b>        | <b>\$ 164,641</b>   | <b>\$ 243,456</b>   | <b>\$ -</b>                 | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>Total Expenditures - All Departments</b> | <b>\$ 8,576,561</b> | <b>\$ 8,625,073</b> | <b>\$ 10,601,920</b>        | <b>\$ 10,009,832</b> | <b>\$ 10,180,765</b> |



### **Mission and Objectives**

To expedite business, assist the Village Board in making its policy decisions, and meeting its legal obligations, several independent boards and commissions have been created and codified in the Municipal Code. In general, appointments are made by the Mayor with the advice and consent of the Village Board. These independent boards and commissions include the following:

- ✓ Plan Commission/Zoning Board of Appeals
- ✓ Board of Fire and Police Commissioners
- ✓ Police Pension Board

From time to time, the Village Board may also establish standing, ad hoc, or special committees. These include the following:

- ✓ Bicycle
- ✓ Economic Development
- ✓ Personnel
- ✓ Stormwater Management
- ✓ Street Policy
- ✓ Water

Below is a summary of Boards and Commissions expenditures by type.

|  | <b>FY2020<br/>Actual</b> | <b>FY2021<br/>Actual</b> | <b>FY2022<br/>Amended<br/>Budget</b> | <b>FY2022<br/>Projected</b> | <b>FY2023<br/>Budget</b> |
|--|--------------------------|--------------------------|--------------------------------------|-----------------------------|--------------------------|
| Personnel Services                     | \$43,999                 | \$37,046                 | \$52,095                             | \$50,020                    | \$50,070                 |
| Contractual Services                   | 197,375                  | 253,696                  | 181,440                              | 177,312                     | 160,448                  |
| Commodities                            | 250                      | 2,396                    | 800                                  | 500                         | 250                      |
| Other Expenditures                     | 62,793                   | 58,722                   | 72,226                               | 54,731                      | 53,680                   |
| Transfers                              | 8,405                    | -                        | -                                    | -                           | -                        |
| <b>Total – Board &amp; Commissions</b> | <b>\$312,822</b>         | <b>\$ 351,911</b>        | <b>\$ 306,561</b>                    | <b>\$ 282,563</b>           | <b>\$ 264,448</b>        |



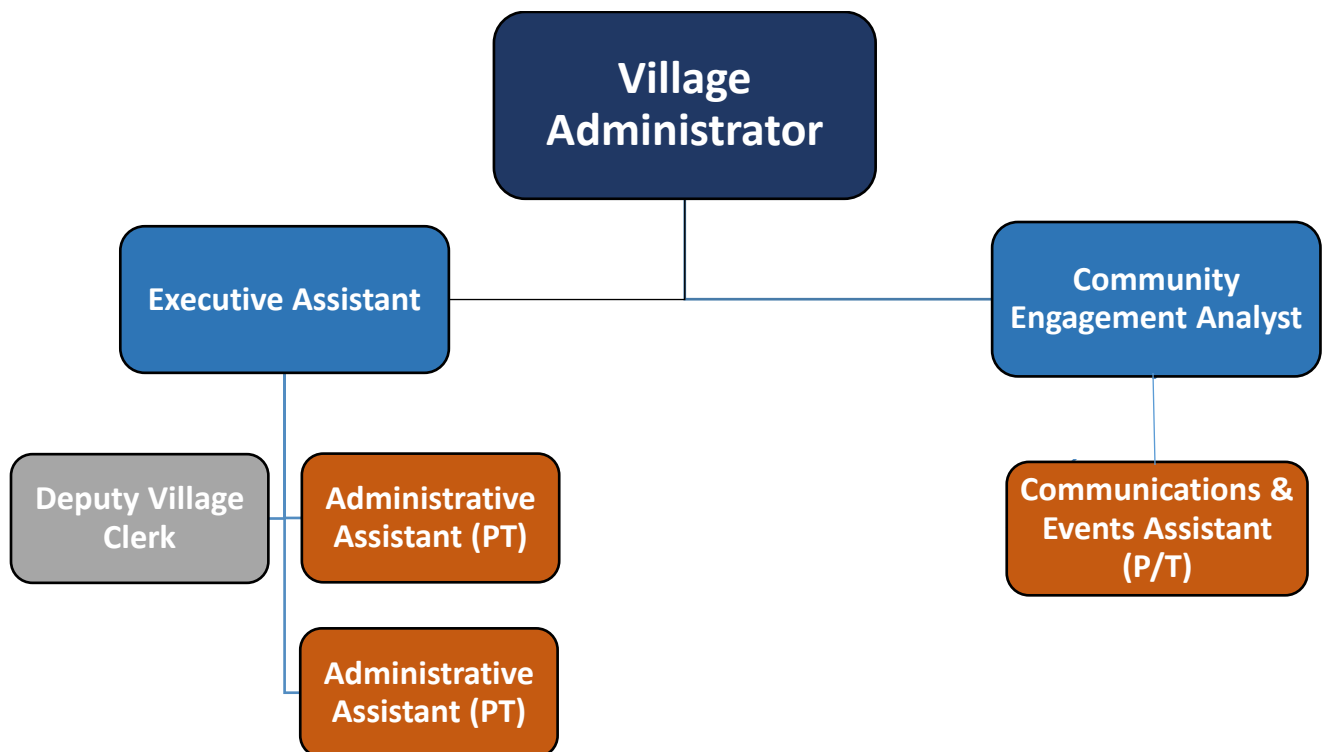
**General Fund - Boards & Commissions - Expenditures**

|  | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|--|-------------------|-------------------|-----------------------------|---------------------|-------------------|
| <i>Personnel Services</i>                      |                   |                   |                             |                     |                   |
| Salaries Part-Time                             | \$ 28,800         | \$ 26,479         | \$ 30,400                   | \$ 30,400           | \$ 30,446         |
| IMRF Contribution                              | 523               | 56                | 190                         | 190                 | 176               |
| FICA/Medicare Taxes                            | 2,199             | 2,025             | 2,330                       | 2,330               | 2,333             |
| Dues & Subscriptions                           | 10,485            | 7,273             | 15,300                      | 15,300              | 15,115            |
| Training & Travel Expense                      | 1,992             | 1,213             | 3,875                       | 1,800               | 2,000             |
| <i>Contractual Services</i>                    |                   |                   |                             |                     |                   |
| Legal Services                                 | 116,971           | 209,179           | 141,500                     | 145,000             | 127,500           |
| Prosecution Services                           | 22,013            | 21,030            | 30,000                      | 25,000              | 20,000            |
| Other Professional Services                    | 47,859            | 16,088            | 5,000                       | 4,000               | -                 |
| Postage  | 5,341             | 6,327             | 3,340                       | 2,006               | 2,098             |
| Telephone                                      | 1,771             | 917               | 600                         | 1,306               | 600               |
| Printing                                       | 3,420             | 155               | 1,000                       | -                   | 250               |
| Other Contractual Services                     |                   |                   |                             |                     | 10,000            |
| <i>Commodities</i>                             |                   |                   |                             |                     |                   |
| Operating Supplies                             | 250               | 2,396             | 800                         | 500                 | 250               |
| <i>Other Expenditures</i>                      |                   |                   |                             |                     |                   |
| Public/Employee Relations                      | 29,609            | 22,096            | 38,800                      | 25,000              | 32,800            |
| Village Clerk                                  | 515               | 642               | 2,200                       | 2,200               | 2,500             |
| Fire & Police Commission                       | 20,389            | 18,497            | 15,755                      | 15,000              | 18,380            |
| Cable TV                                       | 9,800             | -                 | -                           | -                   | -                 |
| Economic Development Commission                | 2,480             | 17,538            | 15,471                      | 12,531              | -                 |
| <i>Transfers</i>                               |                   |                   |                             |                     |                   |
| Transfer to Info Technology Fund               | 8,405             | -                 | -                           | -                   | -                 |
| <b>Total Expenditures -</b>                    |                   |                   |                             |                     |                   |
| <b>General Fund - Boards &amp; Commissions</b> | <b>\$ 312,822</b> | <b>\$ 351,911</b> | <b>\$ 306,561</b>           | <b>\$ 282,563</b>   | <b>\$ 264,448</b> |



## Mission and Objectives

The Administration Department supports the activities and priorities of the Mayor and Board of Trustees (the “Village Board”) by serving as a bridge between the Board and the operational departments. The Administration Department ensures that operating departments have the direction, coordination, and resources necessary to carry out the Village Board’s policy decisions, and provides oversight and leadership regarding Village communications, human resources, information technology, risk management, labor relations, and special events. Most inbound communications and constituent service is handled by the “Front Office” of the Administration Department.





### FY2022 Highlights and Accomplishments

- ✓ **COVID-19 Response:** Managed continued operational oversight of the Village's ongoing COVID-19 pandemic response and risk management.
- ✓ **New Community Events:** In partnership with the Village Center, staff created and executed a new combined Car Show / Taste of Burr Ridge as well as a reimagined holiday event called Deck the Green, with both attracting thousands of residents and visitors.
- ✓ **New Village Website:** A new Village website will go live in FY2022, migrating many Village services to this modern platform and providing a clear and effective communications tools and options for both the Village and community members.
- ✓ **Established the Innovation Committee:** Established a new staff working group to design and implement new Village technologies and other concepts which will ultimately deliver both external and internal business process benefits.
- ✓ **Downtown Economic Development:** Staff assisted in the creation of the Downtown Business Development District, a first-of-its-kind Village tool which will spur new development and redevelopment in the community's core.
- ✓ **Created New Communications Portfolio:** A new partnership was established with Kaleidoscope Marketing Group leading to the establishment of a twice-monthly Village e-newsletter called The Oak Leaf, a significantly increased social media presence, as well as new internal communications such as Inner Workings.



Below are Administration goals and objectives that are reflected in the FY2023 Budget.

| FY2023 Department Goals   | Strategic Priorities                  |                              |   |                                |
|---|---------------------------------------|------------------------------|---|--------------------------------|
|   | Deliver High Quality Village Services | Prudent Financial Management | Contribute to Prosperous Economic Development | Promote Public Health & Safety |
| Expand Village special event offerings                            | ✓                                     |                              | ✓   |                                |
| Create long-term Village facilities plan                          | ✓                                     | ✓                            |   |                                |
| Implement Downtown Business Development District                  |                                       | ✓                            | ✓   | ✓                              |
| Oversee expansion of the Village's CIP documentation and planning | ✓                                     | ✓                            | ✓   | ✓                              |
| Revise the Village's communications policy                        | ✓                                     |                              | ✓   |                                |



Below are Administration's performance measures reflecting the attainment of the department's prior year goals.

| Performance Measures  |                                   |             |             |           |           |           |
|---|-----------------------------------|-------------|-------------|-----------|-----------|-----------|
| Village Strategic Goal: Prudent Financial Management                        |                                   |             |             |           |           |           |
|   |                                   | FY2017      | FY2018      | FY2019    | FY2020    | FY2021    |
| Input   | Department Expenditures           | \$1,029,060 | \$1,008,300 | \$864,325 | \$865,067 | \$813,331 |
| Village Strategic Goal: Deliver High Quality Village Services               |                                   |             |             |           |           |           |
|   |                                   | FY2017      | FY2018      | FY2019    | FY2020    | FY2021    |
| Output  | FOIA Requests                     | 131         | 105         | 112       | 119       | 151       |
| Output  | FOIA Extensions                   | 0           | 3           | 7         | 0         | 23        |
| Output  | Citizens Request for Service      | 113         | 176         | 81        | 381       | 285       |
| Output  | Agendas                           | 86          | 85          | 95        | 77        | 91        |
| Village Board Strategic Goal: Contribute to Prosperous Economic Development |                                   |             |             |           |           |           |
|   |                                   | FY2017      | FY2018      | FY2019    | FY2020    | FY2021    |
| Output  | Liquor Licenses                   | 24          | 28          | 29        | 29        | 30        |
| Output  | # of Building Permit Applications | 340         | 299         | 313       | 279       | 450       |
| Output  | New Housing Starts                | 14          | 40          | 22        | 18        | 25        |
| Output  | Additions/Alterations (Res.)      | 50          | 42          | 44        | 65        | 91        |
| Output  | Additions/Alterations (Non-Res.)  | 21          | 11          | 21        | 38        | 44        |

*Note: All building permitting will be moved to the Public Works Department under the Community Development Division in FY2023. Conversely, the Information Technology Fund will be collapsed in the General Fund at the end of FY2022 and the remaining fund balance will be transferred to the General Fund. All future Information Technology costs will be recorded in the General Fund under the Information Technology Department. This fund falls under the management of the Administration department.*

Below is a summary of Administration expenditures by type.

|                               | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|-------------------------------|-------------------|-------------------|-----------------------------|---------------------|-------------------|
| Personnel Services            | \$ 593,370        | \$ 641,518        | \$ 563,530                  | \$ 563,775          | \$ 454,909        |
| Contractual Services          | 243,343           | 150,363           | 138,179                     | 180,001             | 5,241             |
| Commodities                   | 4,273             | 21,450            | 10,450                      | 3,759               | 7,100             |
| Transfers                     | 24,080            | -                 | -                           | -                   | -                 |
| <b>Total - Administration</b> | <b>\$ 865,067</b> | <b>\$ 813,331</b> | <b>\$ 712,159</b>           | <b>\$ 747,535</b>   | <b>\$ 467,250</b> |



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**General Fund - Administration - Expenditures**

|                                      | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|--------------------------------------|-------------------|-------------------|-----------------------------|---------------------|-------------------|
| <i>Personnel Services</i>            |                   |                   |                             |                     |                   |
| Salaries Full-Time                   | \$ 392,920        | \$ 418,631        | \$ 365,670                  | \$ 365,670          | \$ 298,151        |
| Salaries Part-Time                   | 32,418            | 57,535            | 51,640                      | 51,640              | 61,480            |
| Salaries Overtime                    | -                 | 556               | -                           | 55                  | -                 |
| IMRF Contribution                    | 49,202            | 60,511            | 43,370                      | 43,370              | 28,364            |
| FICA/Medicare Taxes                  | 35,493            | 38,422            | 30,970                      | 30,970              | 26,494            |
| Health/Life Insurance                | 62,631            | 69,574            | 66,520                      | 66,520              | 31,050            |
| Dues & Subscriptions                 | 1,537             | 1,293             | 1,610                       | 1,735               | 2,520             |
| Employee Recruitment Expense         | 18                | 280               | -                           | 815                 | -                 |
| Training & Travel Expense            | 10,313            | 4,162             | 3,750                       | 3,000               | 6,850             |
| IPBC Terminal Reserve                | 8,839             | (9,446)           | -                           | -                   | -                 |
| <i>Contractual Services</i>          |                   |                   |                             |                     |                   |
| Other Professional Services          | 19,208            | 9,946             | 13,000                      | 10,000              | -                 |
| Postage                              | 3,109             | 2,212             | 3,110                       | 1,721               | 1,637             |
| Telephone                            | 22,633            | 7,825             | 3,000                       | 2,905               | 2,729             |
| Publishing                           | 2,450             | 1,587             | 3,044                       | 5,000               | 500               |
| Printing                             | 1,878             | 32                | 375                         | 375                 | 375               |
| Maintenance - Vehicles               | -                 | -                 | -                           | -                   | -                 |
| Building/Zoning Enforcement          | 194,066           | 128,760           | 115,650                     | 160,000             | -                 |
| <i>Commodities</i>                   |                   |                   |                             |                     |                   |
| Office Supplies                      | 36                | 671               | 300                         | 150                 | 300               |
| Operating Supplies                   | 4,055             | 20,634            | 5,000                       | 3,000               | 6,500             |
| Gasoline & Oil                       | 182               | 145               | 150                         | 609                 | 300               |
| Supplies - Equipment                 | -                 | -                 | 5,000                       | -                   | -                 |
| <i>Transfers</i>                     |                   |                   |                             |                     |                   |
| Transfer to Info Technology Fund     | 24,080            | -                 | -                           | -                   | -                 |
| <b>Total Expenditures -</b>          |                   |                   |                             |                     |                   |
| <b>General Fund - Administration</b> | <b>\$ 865,067</b> | <b>\$ 813,331</b> | <b>\$ 712,159</b>           | <b>\$ 747,535</b>   | <b>\$ 467,250</b> |

**General Fund - Information Technology - Expenditures**

|  | FY2020<br>Actual | FY2021<br>Actual | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget * |
|--|------------------|------------------|-----------------------------|---------------------|--------------------|
| <i>Personnel Services</i>                    |                  |                  |                             |                     |                    |
| Dues & Subscriptions                         | -                | -                | -                           | -                   | \$ 3,900           |
| <i>Contractual Services</i>                  |                  |                  |                             |                     |                    |
| Other Professional Services                  | -                | -                | -                           | -                   | 115,000            |
| Telephone                                    | -                | -                | -                           | -                   | 435                |
| Printing                                     | -                | -                | -                           | -                   | 5,000              |
| Data Processing Services                     | -                | -                | -                           | -                   | 215,809            |
| <i>Commodities</i>                           |                  |                  |                             |                     |                    |
| Operating Supplies                           | -                | -                | -                           | -                   | 13,000             |
| Supplies - Equipment                         |                  |                  |                             |                     | 15,000             |
| <i>Capital Outlay</i>                        |                  |                  |                             |                     |                    |
| Equipment                                    |                  |                  |                             |                     | 180,000            |
| Technology Improvements                      |                  |                  |                             |                     | 40,000             |
| <b>Total Expenditures -</b>                  |                  |                  |                             |                     |                    |
| <b>General Fund - Information Technology</b> | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>                 | <b>\$ -</b>         | <b>\$ 588,144</b>  |

\* The Information Technology Fund was collapsed at the end of FY2022 , Information Technology expenditures for prior years are reflected in the Information Technology Fund.



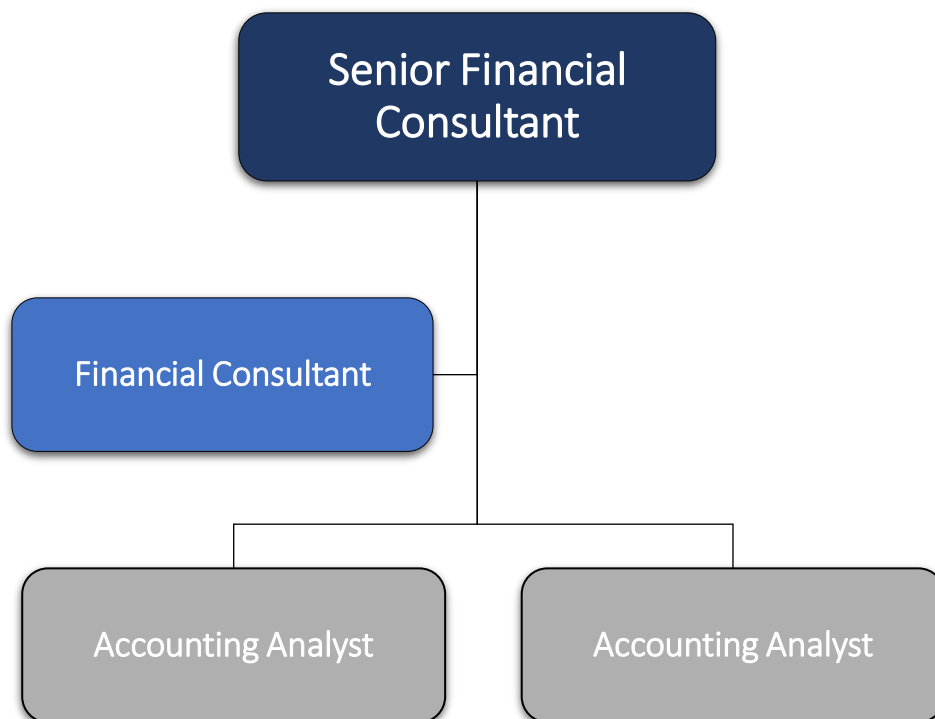
### Mission and Objectives

The mission of the Village of Burr Ridge Finance Department is to manage and deliver financial and analytical services to Village residents, as well as other Village operating departments professionally and responsibly. The department strives to provide timely and accurate information to the Village Board for decision-making and commits to anticipating and exceeding the services needs of all Village employees.

The department accomplishes its mission by providing 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 Village standards.



As members of the government finance profession, the department follows the high standards and ethics required by the municipal finance profession and is committed to providing quality service to the Village of Burr Ridge residents, the Board of Trustees, and employees with honesty and integrity.





### FY2021 Highlights and Accomplishments

- ✓ **COVID-19 Response:** Applied for and were awarded \$1,462,888 in ARPA (American Rescue Plan Act) funding in response to the Covid-19 pandemic. Received \$731,999 of this total award, the 2<sup>nd</sup> installment will be received in FY2023. The grant funding will be used for major infrastructure improvements as allowed for by the Act.
- ✓ **Awarded the Certificate of Achievement for Excellence in Finance Reporting:** Received the GFOA Certificate of Achievement for Excellence in Financial Reporting Award for the FY2021 comprehensive annual financial report. This is the 2<sup>nd</sup> consecutive award attempted and received.
- ✓ **Awarded the Distinguished Budget Presentation Award:** In the Village's second attempt, received the GFOA Distinguished Budget Presentation Award, the highest form of recognition in governmental budgeting.
- ✓ **Reviewed and updated Village Code related to purchasing policies and procedures:** Upon Board approval, implemented applicable changes to the purchasing process within the Village's financial management system, as well as within the departments.
- ✓ **Reorganized the Finance Department:** Replaced a full time Finance Director and Assistant Finance Director with two part time Financial Consultants which will result in annual cost savings.
- ✓ **Retired Long Term Debt:** Retired the Village's outstanding General Obligation Refunding Bonds, Series 2017 a year prior to maturity.

Below are Finance goals and objectives that are reflected in the F2023 budget.

| FY2022 Department Goals  | Strategic Priorities                          |                                       |                              |                         |
|--|---|---------------------------------------|------------------------------|-------------------------|
|  | Contribute to Prosperous Economic Development | Deliver High Quality Village Services | Prudent Financial Management | Effective Communication |
| Revise & Implement a new Capital Plan & Long-Term Financial Forecast                       | ✓   | ✓                                     | ✓                            |                         |
| Review and update Village financial Policies   | ✓   | ✓                                     | ✓                            | ✓                       |
| Submit Annual Budget and Audit for GFOA Award Programs                                     |   | ✓                                     | ✓                            | ✓                       |
| Police Pension Long Term Funding Policy and Analysis                                       |   |                                       | ✓                            | ✓                       |
| Enhance Revenue Collection Processes   | ✓   |                                       | ✓                            | ✓                       |
| Review accounting processes and implement changes for better efficiency and accountability |   | ✓                                     | ✓                            | ✓                       |





Below are Finance performance measures that reflect the attainment of the department's prior year goals.

| Performance Measures  |   |           |           |           |           |           |
|---|---|-----------|-----------|-----------|-----------|-----------|
| Village Strategic Goal: Prudent Financial Management          |   |           |           |           |           |           |
|   |   | FY2017    | FY2018    | FY2019    | FY2020    | FY2021    |
| Input   | Department Expenditures   | \$325,174 | \$326,967 | \$345,117 | \$359,708 | \$343,231 |
| Output  | Receive GFOA's Certificate of Achievement for Excellence in Financial Reporting | *         | *         | *         | ✓         | ✓         |
| Output  | Receive GFOA's Distinguished Budget Presentation Award                          | *         | *         | *         | ✓         | ✓         |
| Village Strategic Goal: Deliver High Quality Village Services |   |           |           |           |           |           |
|   |   | FY2017    | FY2018    | FY2019    | FY2020    | FY2021    |
| Output  | Auto Pay Sign Ups   | 117       | 120       | 129       | 126       | 259       |
| Village Board Strategic Goal: Effective Communications        |   |           |           |           |           |           |
|   |   | FY2017    | FY2018    | FY2019    | FY2020    | FY2021    |
| Output  | Utility Bills Mailed  | 24,759    | 24,399    | 24,292    | 24,010    | 23,228    |
| Output  | Utility Bills E-Billed  | *         | *         | 1,474     | 1,556     | 2,713     |
| Output  | Reminder Noticed Mailed   | 2,617     | 2,877     | 2,433     | 2,015     | 2,261     |

\*not yet implemented

Below is a summary of Finance expenditures by type.

|                        | FY2020 Actual    | FY2021 Actual    | FY2022 Amended Budget | FY2022 Projected | FY2023 Budget    |
|------------------------|------------------|------------------|-----------------------|------------------|------------------|
| Personnel Services     | \$271,371        | \$282,494        | \$267,559             | \$189,411        | \$70,821         |
| Contractual Services   | 70,092           | 59,498           | 205,564               | 145,671          | 163,785          |
| Commodities            | 1,475            | 1,239            | 6,000                 | 150              | 1,000            |
| Transfers              | 16,770           | -                | -                     | -                | -                |
| <b>Total - Finance</b> | <b>\$359,708</b> | <b>\$343,231</b> | <b>\$480,223</b>      | <b>\$335,232</b> | <b>\$235,606</b> |



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**General Fund - Finance - Expenditures**

|                                  | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|----------------------------------|-------------------|-------------------|-----------------------------|---------------------|-------------------|
| <i>Personnel Services</i>        |                   |                   |                             |                     |                   |
| Salaries Full-Time               | \$ 183,815        | \$ 191,345        | \$ 203,442                  | \$ 151,000          | \$ 48,887         |
| Salaries Part-Time               | 16,994            | 16,009            | -                           | -                   | -                 |
| Salaries Overtime                | -                 | -                 | -                           | -                   | -                 |
| IMRF Contribution                | 20,122            | 28,878            | 23,965                      | 16,800              | 5,226             |
| FICA/Medicare Taxes              | 14,923            | 15,340            | 14,366                      | 10,169              | 3,708             |
| Health/Life Insurance            | 29,478            | 32,992            | 21,716                      | 7,897               | 3,835             |
| Dues & Subscriptions             | 290               | 1,869             | 1,545                       | 1,545               | 1,665             |
| Employee Recruitment Expense     | 342               | -                 | -                           | -                   | -                 |
| Training & Travel Expense        | 1,247             | 540               | 2,625                       | 2,000               | 7,500             |
| IPBC Terminal Reserve            | 4,160             | (4,479)           | -                           | -                   | -                 |
| <i>Contractual Services</i>      |                   |                   |                             |                     |                   |
| Other Professional Services      | 6,886             | 23,692            | 172,224                     | 113,750             | 130,000           |
| Postage                          | 1,249             | 504               | 500                         | 285                 | 285               |
| Telephone                        | 6,601             | 2,143             | 600                         | 1,003               | -                 |
| Publishing                       | 1,117             | 630               | 690                         | 1,323               | 1,500             |
| Printing                         | 1,413             | 1,139             | 950                         | 950                 | -                 |
| Auditing Services                | 52,825            | 31,390            | 31,600                      | 28,360              | 32,000            |
| <i>Commodities</i>               |                   |                   |                             |                     |                   |
| Office Supplies                  | 833               | 474               | 500                         | 50                  | 500               |
| Operating Supplies               | 642               | 765               | 500                         | 100                 | 500               |
| Supplies - Equipment             | -                 | -                 | 5,000                       | -                   | -                 |
| <i>Transfers</i>                 |                   |                   |                             |                     |                   |
| Transfer to Info Technology Fund | 16,770            | -                 | -                           | -                   | -                 |
| <b>Total Expenditures -</b>      |                   |                   |                             |                     |                   |
| <b>General Fund - Finance</b>    | <b>\$ 359,708</b> | <b>\$ 343,231</b> | <b>\$ 480,223</b>           | <b>\$ 335,232</b>   | <b>\$ 235,606</b> |



### **Mission and Objectives**

The Central Services department in the General Fund includes activities and programs related equally to all departments within the General Fund. The primary expenditure in this fund represents Village insurance premiums and transfers out to various funds such as the Capital Projects Funds depending on current year needs and excess reserves in the General Fund.

Below is a summary of Central Services expenditures by type.

|                                 | <b>FY2020<br/>Actual</b> | <b>FY2021<br/>Actual</b> | <b>FY2022<br/>Amended<br/>Budget</b> | <b>FY2022<br/>Projected</b> | <b>FY2023<br/>Budget</b> |
|---------------------------------|--------------------------|--------------------------|--------------------------------------|-----------------------------|--------------------------|
| Personnel Services              | \$3,807                  | \$3,468                  | \$3,500                              | \$3,387                     | \$3,500                  |
| Contractual Services            | 215,734                  | 317,624                  | 245,750                              | 181,270                     | 186,962                  |
| Commodities                     | 9,029                    | 8,585                    | 8,200                                | 8,000                       | 8,000                    |
| Capital Outlay                  | -                        | -                        | -                                    | -                           | 20,000                   |
| Other Expenditures              | 10,362                   | 13,038                   | 12,400                               | 12,971                      | 13,355                   |
| Transfers                       | 115,000                  | 390,000                  | 1,763,818                            | 1,533,818                   | 488,666                  |
| <b>Total - Central Services</b> | <b>\$353,932</b>         | <b>\$732,715</b>         | <b>\$2,033,668</b>                   | <b>\$1,739,446</b>          | <b>\$720,483</b>         |



**Village of Burr Ridge, Illinois**  
**Fiscal Year 2023 Budget**  
**General Fund - Central Services - Expenditures**

|  | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|--|-------------------|-------------------|-----------------------------|---------------------|-------------------|
| <i>Personnel Services</i>              |                   |                   |                             |                     |                   |
| IMRF Contribution                      | \$ 222            | \$ 221            | \$ -                        | \$ 193              | \$ -              |
| FICA/Medicare Taxes                    | 236               | 196               | -                           | 193                 | -                 |
| Other Personnel Services               | 3,349             | 3,051             | 3,500                       | 3,000               | 3,500             |
| <i>Contractual Services</i>            |                   |                   |                             |                     |                   |
| Telephone                              | -                 | -                 | 20,880                      | 19,561              | 19,800            |
| Printing                               | -                 | 4,317             | 3,000                       | 2,000               | 1,000             |
| Maintenance - Equipment                | 3,878             | 3,142             | 2,360                       | 2,000               | 1,000             |
| Insurance                              | 208,644           | 32,092            | 217,670                     | 155,869             | 163,662           |
| Rentals                                | 3,212             | 278,073           | 1,840                       | 1,840               | 1,500             |
| Other Contractual Services             | -                 | -                 | -                           | -                   | -                 |
| <i>Commodities</i>                     |                   |                   |                             |                     |                   |
| Office Supplies                        | 2,121             | 1,676             | 2,200                       | 2,000               | 2,000             |
| Operating Supplies                     | 6,908             | 6,909             | 6,000                       | 6,000               | 6,000             |
| <i>Capital Outlay</i>                  |                   |                   |                             |                     |                   |
| Equipment                              | -                 | -                 | -                           | -                   | 20,000            |
| <i>Other Expenditures</i>              |                   |                   |                             |                     |                   |
| Bank/Investment Fees                   | 10,362            | 13,038            | 12,400                      | 12,971              | 13,355            |
| Other Expenses                         | -                 | -                 | -                           | -                   | -                 |
| <i>Transfers</i>                       |                   |                   |                             |                     |                   |
| Transfer to Capital Improvement Fund   | 100,000           | 200,000           | 160,000                     | 160,000             | 488,666           |
| Transfer to Sidewalks/Pathway Fund     | -                 | -                 | -                           | -                   | -                 |
| Transfer to Equip Replacement Fund     | -                 | -                 | 270,000                     | 100,000             | -                 |
| Transfer to SW Management Fund         | 15,000            | 45,000            | -                           | -                   | -                 |
| Transfer to Debt Service Fund          | -                 | -                 | 1,218,818                   | 1,218,818           | -                 |
| Transfer to Info Technology Fund       | -                 | 145,000           | 115,000                     | 55,000              | -                 |
| <b>Total Expenditures -</b>            |                   |                   |                             |                     |                   |
| <b>General Fund - Central Services</b> | <b>\$ 353,932</b> | <b>\$ 732,715</b> | <b>\$ 2,033,668</b>         | <b>\$ 1,739,446</b> | <b>\$ 720,483</b> |

### **Mission and Objectives**

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.

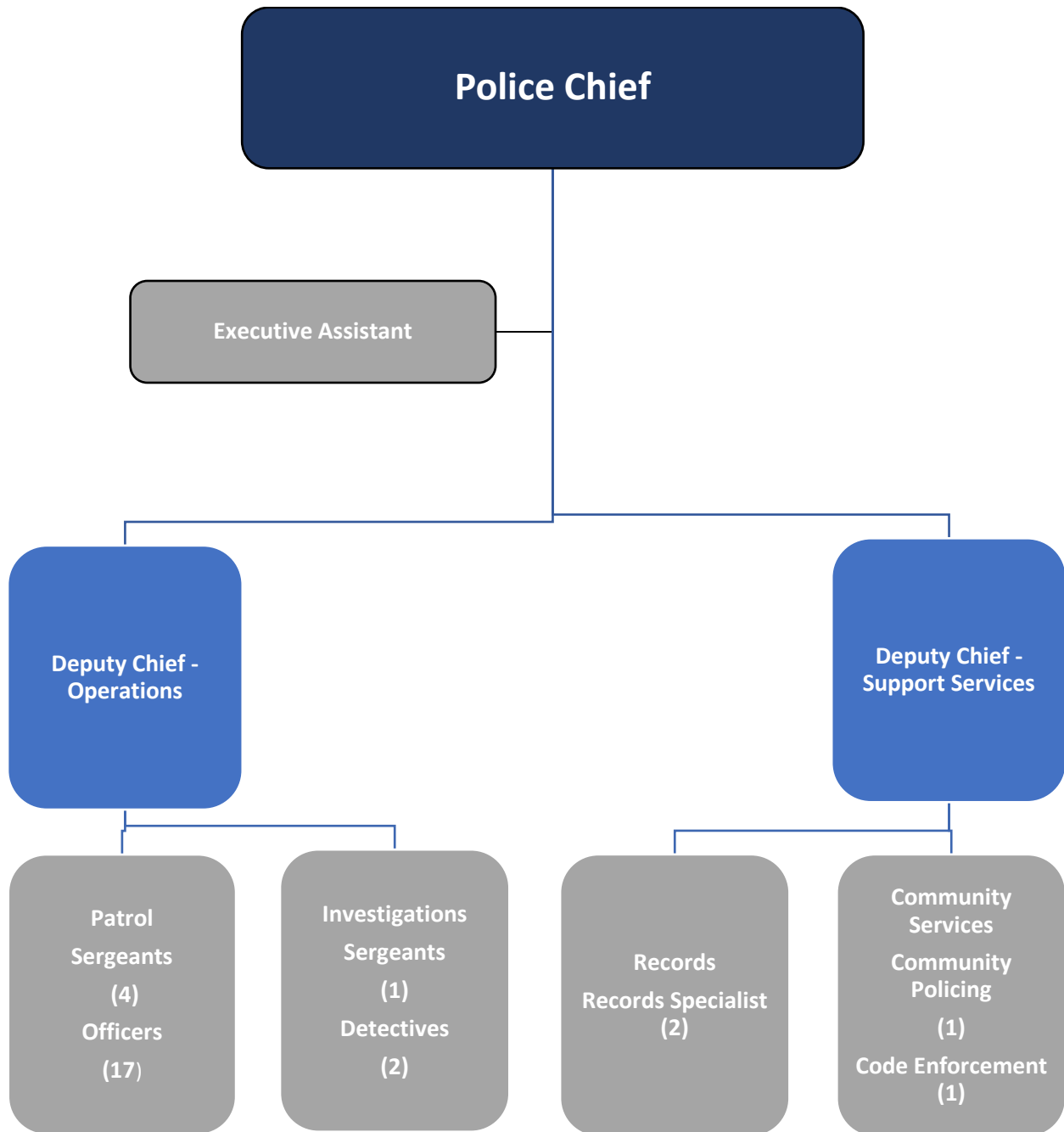
The Department is structured on a team concept with an emphasis on residential patrol, balanced with traffic enforcement to provide for safety throughout the Village. The Department provides numerous outreach programs, including Neighborhood Watch, Citizens Police Academy, DARE, and other crime prevention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



The Police Department is structured under four divisions:

- ✓ **Patrol:** Patrol is responsible for providing continuous protection and service to the entire Village. Many officers have additional specialties including Field Training Officer, Evidence Technician, Drug Recognition Expert, Truck Enforcement Officer, Juvenile Officer, SWAT Team Member, and Digital Forensics Examiner.
- ✓ **Investigations:** This division is responsible for the investigation of criminal cases and significant incidents. 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, as well as Administrative Adjudication management Officer.
- ✓ **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 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 Burr Ridge is provided through the DuPage Public Safety Communications (DUCOMM). The Village enjoys membership in the DuPage County Metropolitan Emergency Response and Investigative Team (MERIT), the Northern Illinois Police Alarm System (NIPAS), as well as a partnership in the Cook County LiveScan Computerized Booking System (CABS).



### Police FY2022 Highlights and Accomplishments

- ✓ **Axon Body-worn Cameras, Taser Upgrade, and Fleet Mobile Video:** In anticipation of a state mandate taking effect in 2025, the Department entered into an agreement with Axon to provide body-worn cameras for every sworn member of the Department, along with individual Taser 7 Conducted Energy Weapons (CEW). The agreement provides for the upgrade of the in-car fleet camera system, integrating with the body-worn cameras and makes every fleet camera a License Plate Reader (LPR) Camera system through Flock Safety. Implementation is scheduled for late Q1 2022.
- ✓ **Northwestern University School of Police Staff and Command Program:** The Department hosted the 500<sup>th</sup> Session of this 10-week program. Sergeant Ryan Husarik successfully completed the program, along with over 30 other police executives from the region.
- ✓ **New Recruits:** A Patrol Officer graduated from the Suburban Law Enforcement Academy and began Field Training in September 2021. In addition, two new officers were hired and started at the Suburban Law Enforcement Academy in January 2022, with an expected graduation date of April 2022. In September 2021, the Village hired a new Records Specialist for the Police Department.
- ✓ **Community Service Officer (CSO) Program:** In October 2021, the first Village CSO was hired. CSOs perform tasks that don't require a sworn officer (vehicle lockouts, animal complaints, vacation watches, private property accidents, etc.), as well as Village Code Enforcement, to ensure sworn officers remain dedicated to crime prevention and enforcement.
- ✓ **Installation of Ballistic Shields:** The Department was able to purchase ballistic shields to be deployed in every squad car through the use of asset forfeiture funds. Previously, the Department had three shields kept in supervisor vehicles.
- ✓ **Key Inventory System:** The Department was able to purchase a key inventory system that stores and tracks keys for department vehicles, Village buildings, and other internal lockers and cabinets. The purchase was possible through generous donations to the Department from Private Individuals and Charitable Foundations.
- ✓ **Charitable Contributions:** In November and December 2021, Department personnel participated in "No Shave November" and "Double-Down December". Participants donated \$100 each to be able to grow beards during the two months. Department participants donated \$1,900 to the National Kidney Foundation of Illinois in honor of Willowbrook Mayor Frank Trilla.





Below are Police goals and objectives that are reflected in the F2023 budget.

| Strategic Priorities                                       |                                  |                                       |                              |                          |
|--|----------------------------------|---------------------------------------|------------------------------|--------------------------|
| FY2022 Department Goals                                    | Protect Public Health and Safety | Deliver High Quality Village Services | Prudent Financial Management | Effective Communications |
| Implement Body Worn Cameras in Compliance w/ State Mandate | ✓                                | ✓                                     |                              | ✓                        |
| Further Develop Administrative Adjudication Program        | ✓                                | ✓                                     | ✓                            | ✓                        |
| Implement AXON Mobile Cameras and TASER Program            | ✓                                | ✓                                     |                              | ✓                        |
| Maintain CALEA Gold Standard Level Accreditation           | ✓                                | ✓                                     | ✓                            | ✓                        |
| Continue Fleet Leasing Transition w/ Chevy Tahoe Model     | ✓                                | ✓                                     | ✓                            | ✓                        |

Below are Police performance measures that reflect the attainment of the department's prior year goals.

| Performance Measures   |                                 |             |             |             |             |             |
|--|---------------------------------|-------------|-------------|-------------|-------------|-------------|
| Village Strategic Goal: Prudent Financial Management           |                                 |             |             |             |             |             |
|  |                                 | FY2017      | FY2018      | FY2019      | FY2020      | FY2021      |
| Input  | Department Expenditures         | \$4,801,839 | \$4,932,458 | \$4,955,557 | \$5,135,409 | \$4,676,750 |
| Village Strategic Goal: Deliver High Quality Village Services  |                                 |             |             |             |             |             |
|  |                                 | FY2017      | FY2018      | FY2019      | FY2020      | FY2021      |
| Output   | Average Response Time (minutes) | 2           | 2           | 2           | 2           | 2           |
| Village Board Strategic Goal: Effective Communications         |                                 |             |             |             |             |             |
|  |                                 | FY2017      | FY2018      | FY2019      | FY2020      | FY2021      |
| Output   | Public Complaints per capita    | 1.37        | 1.26        | 1.41        | 1.03        | 1.64        |
| Village Board Strategic Goal: Promote Public Health and Safety |                                 |             |             |             |             |             |
|  |                                 | FY2017      | FY2018      | FY2019      | FY2020      | FY2021      |
| Output   | Part I Crime Offense            | 100         | 110         | 95          | 111         | 53          |
| Output   | Part II Crime Offense           | 754         | 637         | 500         | 376         | 343         |
| Output   | Citations Issued                | 1,844       | 1,626       | 1,730       | 1,399       | 906         |
| Output   | Felony & Misdemeanor Arrests    | 211         | 138         | 119         | 95          | 105         |





Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**General Fund – Police**

Below is a summary of Police expenditures by type.

|                       | FY2020<br>Actual   | FY2021<br>Actual   | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget   |
|-----------------------|--------------------|--------------------|-----------------------------|---------------------|--------------------|
| Personnel Services    | \$ 4,432,881       | \$4,235,905        | \$4,757,896                 | \$4,701,506         | \$4,773,980        |
| Contractual Services  | 465,974            | 356,658            | 467,564                     | 447,225             | 463,638            |
| Commodities           | 61,629             | 75,510             | 85,670                      | 108,495             | 145,070            |
| Capital Outlay        | 125,765            | 8,677              | 32,375                      | 3,875               | 152,651            |
| Transfers             | 49,160             |                    |                             |                     |                    |
| <b>Total - Police</b> | <b>\$5,135,409</b> | <b>\$4,676,750</b> | <b>\$5,343,505</b>          | <b>\$5,261,101</b>  | <b>\$5,535,339</b> |

**General Fund - Police - Expenditures**

|                                    | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget    |
|------------------------------------|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| <i>Personnel Services</i>          |                     |                     |                             |                     |                     |
| Salaries Full-Time                 | \$ 2,697,412        | \$ 2,695,942        | \$ 2,844,235                | \$ 2,830,000        | \$ 3,028,687        |
| Salaries Part-Time                 | 17,697              | -                   | -                           | -                   | -                   |
| Salaries Overtime                  | 191,305             | 214,891             | 231,450                     | 210,000             | 205,500             |
| IMRF Contribution                  | 17,928              | 23,338              | 24,370                      | 24,370              | 23,031              |
| FICA/Medicare Taxes                | 212,713             | 212,820             | 229,850                     | 228,000             | 244,103             |
| Health/Life Insurance              | 425,576             | 298,533             | 436,580                     | 430,000             | 266,353             |
| Pension Contributions              | 758,505             | 778,098             | 910,306                     | 910,306             | 923,961             |
| Uniform Allowance                  | 30,279              | 40,580              | 31,200                      | 32,955              | 35,100              |
| Dues & Subscriptions               | 3,809               | 3,820               | 4,700                       | 4,660               | 5,670               |
| Employment Recruitment             | 1,479               | 2,666               | 2,200                       | 2,315               | 350                 |
| Training & Travel Expense          | 12,265              | 21,515              | 39,005                      | 28,900              | 41,225              |
| Tuition Reimbursement              | 3,855               | 1,260               | 4,000                       | -                   | -                   |
| IPBC Terminal Reserve              | 60,059              | (57,556)            | -                           | -                   | -                   |
| <i>Contractual Services</i>        |                     |                     |                             |                     |                     |
| Other Professional Services        | 42,458              | 35,553              | 46,120                      | 42,919              | 44,970              |
| Postage                            | 1,172               | 1,087               | 1,300                       | 2,207               | 2,268               |
| Telephone                          | 44,938              | 22,347              | 12,000                      | 17,331              | 18,894              |
| Printing                           | 2,025               | 1,299               | 2,500                       | 2,500               | 2,500               |
| Dispatching                        | 324,382             | 246,011             | 337,799                     | 337,796             | 341,571             |
| Maintenance - Equipment            | 14,707              | 18,806              | 31,550                      | 14,202              | 16,750              |
| Maintenance - Vehicles             | 32,725              | 28,713              | 31,760                      | 25,350              | 32,350              |
| Other Contractual Services         | 3,568               | 2,843               | 4,535                       | 4,920               | 4,335               |
| <i>Commodities</i>                 |                     |                     |                             |                     |                     |
| Office Supplies                    | 796                 | 835                 | 1,000                       | 1,000               | 1,000               |
| Operating Supplies                 | 22,403              | 15,676              | 32,970                      | 27,200              | 35,970              |
| Gasoline & Oil                     | 38,431              | 36,429              | 47,825                      | 53,850              | 55,050              |
| Supplies - Equipment               | -                   | 22,570              | 3,875                       | 26,445              | 53,050              |
| <i>Capital Outlay</i>              |                     |                     |                             |                     |                     |
| Equipment                          | 26,426              | 8,677               | 32,375                      | 3,875               | 80,336              |
| Vehicles                           | 99,340              | -                   | -                           | -                   | 72,315              |
| <i>Transfers</i>                   |                     |                     |                             |                     |                     |
| Transfer to Equip Replacement Fund | -                   | -                   | -                           | -                   | -                   |
| Transfer to Info Technology Fund   | 49,160              | -                   | -                           | -                   | -                   |
| <b>Total Expenditures -</b>        |                     |                     |                             |                     |                     |
| <b>General Fund - Police</b>       | <b>\$ 5,135,409</b> | <b>\$ 4,676,750</b> | <b>\$ 5,343,505</b>         | <b>\$ 5,261,101</b> | <b>\$ 5,535,339</b> |

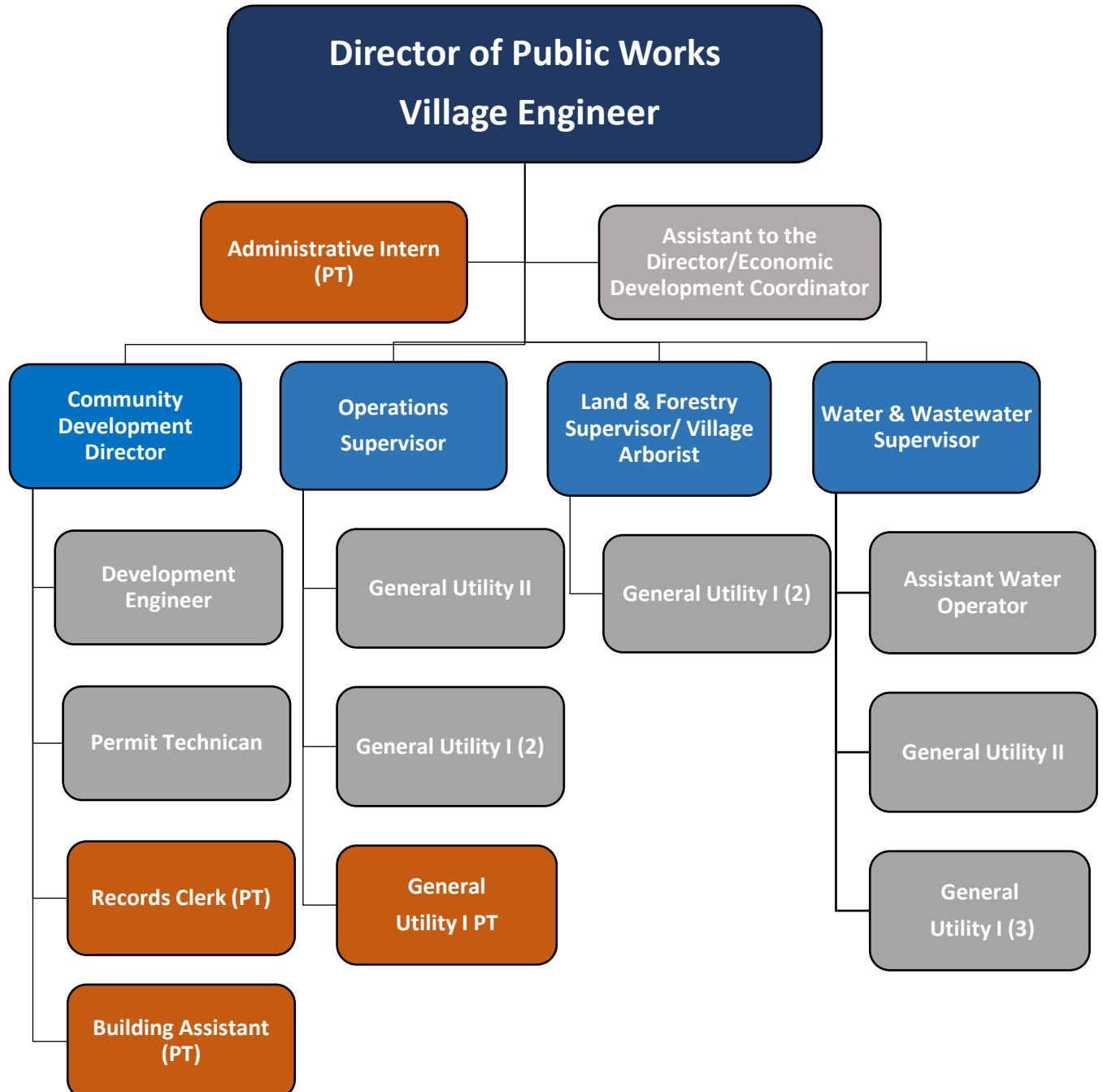
### Mission and Objectives

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.

The department accomplishes its mission with four divisions that manage the community development, forestry, grounds, operations, and water/wastewater functions of the Village:



- ✓ **Community Development Division:** Responsible for overseeing planning, zoning, permitting, economic development, code enforcement, and engineering in the Village. This includes staffing the Plan Commission, interpreting, and applying Zoning Ordinance regulations, working with the Community Service Officer to resolve code complaints, assisting developers with new projects, coordinating the review and issuance of building permits, overseeing improvements to the Village's infrastructure, including streets, sidewalks, sewer and water mains, stormwater management and capital improvement projects.
- ✓ **Operations Division:** Responsible for approximately 65 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, the division is also responsible for routine, preventative and emergency maintenance of Village owned buildings, removal of snow and ice, and maintenance of streets and sidewalks.
- ✓ **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. Also responsible for annual brush-chipping program, maintaining approximately 30 acres of Village owned open space and lakes, removal of diseased trees, storm damage clean up and monitoring public and private trees for infestations.
- ✓ **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 103 miles of water mains, over 1,500 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 in the Cook County area of the Village. Wastewater from the Village's collection system is then sent to the Metropolitan Water Reclamation District for treatment. In addition, the division is also responsible for water quality assurance and compliance testing and reporting, routine and emergency water distribution system repairs and water meter reading and meter replacement, and underground utility locating.



### Public Works FY2022 Highlights and Accomplishments

- ✓ **2021 Father's Day Tornado Response:** An EF3 Tornado passed through the southern portion of DuPage County, including Burr Ridge, resulting in significant tree damage, electric service disruptions, destruction of Village communications equipment, and damage to private buildings. Public Works crews worked for several weeks to remove hazardous and fallen trees, culminating in 1500 cubic yards of tree debris. Mutual aid was essential among neighboring communities to mitigate the storm damage and debris disposal.
- ✓ **Integrate Community Development Division:** The Community Development Division was created and integrated into the Public Works Department to improve efficiency and effectiveness of development within the Village. Previously Community Development functions were part of the Administration Department.
- ✓ **Purchase Radios for the Fleet:** Public Works purchased 15 radios for frontline staff and supervisors. These radios allow staff to communicate reliably across the Village and especially in areas with low cell service. They also will allow staff to coordinate with outside agency first responders if needed.
- ✓ **Implementation of Succession Planning:** Water & Wastewater Division Supervisor retired after 33 years with the Village, and the Assistant Water Operator ascended to this replacement. The Assistant Water Operator position was filled by a General Utility Worker 1 from within the Water & Wastewater Division. Finally, a Part-Time General Utility Worker 1 filled a full-time vacancy created by a resignation.
- ✓ **Fleet Trade In and Upgrades:** Public Works continued the fleet replacement through leasing of vehicle from Enterprise. Three Ford F-150s (Supervisors), one Ford F-250, 1 Transit Van (Water Division), and two Peterbilts were received by the Village this year to replace older vehicles that were traded in.
- ✓ **Police Department Rooftop HVAC Motor Replacement:** A large motor was replaced in one of the rooftop HVAC units on the Police Department. This replacement was critical due to the Police Department being a cooling center as well as regulations on accommodations for detained persons.
- ✓ **Rehabilitated Chasemoor Lift Station.** The Chasemoor Lift Station was the oldest and most critical sewage pumping facility in the Village and needed replacement due to a catastrophic pump failure. The lift station was reconfigured and rebuilt with new equipment to be energy efficient and easier to maintain.
- ✓ **Modernized Pump Center Controls.** Several components of the Pump Center control system reached the end of their useful lives and were replaced, including programmable logic controllers, secure SCADA software, and the main fill valve.
- ✓ **36" Water Transmission Main Replaced for I-294 Expansion.** The Village worked with Tollway engineers and contractors to protect the existing transmission main from Bedford Park during bridge construction and demolition, as well as during relocation of 1100 feet of 36" transmission main.
- ✓ **12" Water Main Replacement for the Plainfield Road Bridge Expansion.** The Village coordinated with adjacent property owners during the replacement of 50-year-old 12" water main that was in conflict with the replacement and widening of the Plainfield Road bridge. The water main replacement improves distribution system control in both the Heatherfields and Burr Ridge Meadows neighborhoods.





- ✓ **Public Works Building Lighting Upgrades:** Over 40 large fluorescent fixtures in the Public Works garage and office area were replaced utilizing funds received through ComEd's Public Sector Small Facilities Program and the Village received reimbursement for over 75% of the project cost. As a result, the Village will experience several years with no maintenance expenditures and annual energy savings of approximately 72%.

Below are Public Works goals and objectives that are reflected in the FY2023 budget

| Strategic Priorities                         |                              |                                      |                                |   |
|--|------------------------------|--------------------------------------|--------------------------------|---|
| FY2023 Department Goals                      | Prudent Financial Management | Deliver High Quality Village Service | Promote Public Health & Safety | Contribute to Prosperous Economic Development |
| Pursue Automated Meter Infrastructure        | ✓                            | ✓                                    |                                |   |
| Pursue Stormwater Facility Financing Options | ✓                            | ✓                                    |                                | ✓   |
| Complete 2023 Road Program                   | ✓                            | ✓                                    | ✓                              | ✓   |
| Rehabilitate South Water Tower               | ✓                            |                                      | ✓                              |   |
| Purchase a Chloride Tank and Dispenser       | ✓                            | ✓                                    | ✓                              |   |

Below are Public Works performance measures that reflect the attainment of the department's prior year goals.

| Performance Measures   |                              |             |           |           |           |           |
|--|------------------------------|-------------|-----------|-----------|-----------|-----------|
| Village Strategic Goal: Prudent Financial Management         |                              |             |           |           |           |           |
|  |                              | FY2017      | FY2018    | FY2019    | FY2020    | FY2021    |
| Input  | Department Expenditures      | \$1,634,623 | 1,465,645 | 1,544,236 | 1,384,981 | 1,463,678 |
| Village Strategic Goal: Deliver High Quality Village Service |                              |             |           |           |           |           |
|  |                              | FY2017      | FY2018    | FY2019    | FY2020    | FY2021    |
| Output   | Parkway trees trimmed        | 2,000       | 1,657     | 610       | 50        | 1298      |
| Output   | Snow Plowing Events          | 34          | 36        | 16        | 17        | 22        |
| Output   | Response Time % (48 hours)   | 100%        | 100%      | 100%      | 100%      | 100%      |
| Output   | JULIE locate requests        | 5,830       | 5,195     | 5,804     | 6006      | 7191      |
| Output   | Citizen Requests for Service | 256         | 411       | 271       | 368       | 199       |
| Village Board Strategic Goal: Promote Public Health & Safety |                              |             |           |           |           |           |
|  |                              | FY2017      | FY2018    | FY2019    | FY2020    | FY2021    |
| Output   | Parkway trees removed        | 382         | 204       | 140       | 115       | 150       |
| Output   | Water main breaks repaired   | 28          | 33        | 22        | 17        | 23        |



| Village Board Strategic Goal: Contribute to Prosperous Economic Development |                                 |        |        |        |        |        |
|---|---------------------------------|--------|--------|--------|--------|--------|
|   |                                 | FY2017 | FY2018 | FY2019 | FY2020 | FY2021 |
| Output  | Number of parkway trees planted | 141    | 92     | 104    | 93     | 50     |

Below is a summary of Public Works expenditures by type.

|                             | FY2020<br>Actual   | FY2021<br>Actual   | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget   |
|-----------------------------|--------------------|--------------------|-----------------------------|---------------------|--------------------|
| Personnel Services          | \$799,759          | \$747,762          | \$739,555                   | \$790,236           | \$1,155,808        |
| Contractual Services        | 349,967            | 458,654            | 669,724                     | 606,246             | 704,087            |
| Commodities                 | 202,898            | 245,898            | 259,525                     | 227,473             | 263,600            |
| Capital Outlay              | 10,117             | 11,364             | 45,000                      | 8,000               | 246,000            |
| Transfers                   | 22,240             | -                  | 12,000                      | 12,000              | -                  |
| <b>Total – Public Works</b> | <b>\$1,384,981</b> | <b>\$1,463,678</b> | <b>\$1,725,804</b>          | <b>\$1,653,955</b>  | <b>\$2,369,495</b> |



**General Fund - Public Works - Expenditures**

|                                  | FY2020<br>Actual | FY2021<br>Actual | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget |
|----------------------------------|------------------|------------------|-----------------------------|---------------------|------------------|
| <i>Personnel Services</i>        |                  |                  |                             |                     |                  |
| Salaries Full-Time               | \$ 498,286       | \$ 498,518       | \$ 472,490                  | \$ 502,490          | \$ 779,313       |
| Salaries Part-Time               | 48,756           | 16,488           | 27,100                      | 28,500              | 87,451           |
| Salaries Overtime                | 34,788           | 36,766           | 42,000                      | 51,000              | 45,000           |
| IMRF Contribution                | 58,336           | 63,202           | 60,980                      | 64,187              | 82,589           |
| FICA/Medicare Taxes              | 43,065           | 40,370           | 40,545                      | 42,840              | 68,494           |
| Health/Life Insurance            | 86,556           | 93,984           | 76,625                      | 79,439              | 69,831           |
| Uniform Allowance                | 6,312            | 7,143            | 8,150                       | 7,910               | 8,150            |
| Dues & Subscriptions             | 1,648            | 1,570            | 1,895                       | 1,990               | 2,380            |
| Employee Recruitment Expense     | 1,096            | 980              | 500                         | 810                 | 1,000            |
| Training & Travel Expense        | 8,703            | 1,500            | 9,270                       | 11,070              | 11,600           |
| IPBC Terminal Reserve            | 12,215           | (12,760)         | -                           | -                   | -                |
| <i>Contractual Services</i>      |                  |                  |                             |                     |                  |
| Other Professional Services      | -                | -                | -                           | 4,450               | 15,950           |
| Postage                          | 269              | 630              | 600                         | 265                 | 265              |
| Telephone                        | 18,300           | 10,939           | 12,300                      | 5,031               | 5,022            |
| Publishing                       | 247              | 426              | -                           | -                   | 1,500            |
| Printing                         | -                | -                | -                           | 600                 | 150              |
| Maintenance - Equipment          | 11,357           | 10,285           | 11,200                      | 9,740               | 12,500           |
| Maintenance - Vehicles           | 30,143           | 32,868           | 35,700                      | 32,200              | 35,700           |
| Maintenance - Buildings          | -                | 3,107            | 68,440                      | 85,870              | 77,400           |
| Maintenance - Streets            | 52,560           | 36,950           | 111,966                     | 92,375              | 36,000           |
| Maintenance - Lighting           | 43,595           | 51,975           | 37,600                      | 25,300              | 30,000           |
| Maintenance - Signals            | 8,964            | 15,430           | 11,070                      | 11,225              | 13,000           |
| Maintenance - Trees              | 627              | 153,377          | 86,450                      | 78,110              | 118,000          |
| Maintenance - Grounds            | -                | -                | 16,745                      | 13,770              | 16,000           |
| Janitorial Services              | -                | -                | 36,850                      | 42,180              | 63,000           |
| Street Lighting - Electric       | 34,215           | 27,979           | 34,600                      | 35,700              | 35,000           |
| Garbage Hauling                  | 7,350            | 10,850           | 15,000                      | 21,800              | 19,000           |
| Building/Zoning Enforcement      | -                | -                | -                           | -                   | 115,000          |
| Utilities                        | -                | -                | 21,000                      | 19,550              | 21,000           |
| Rentals                          | 8,234            | 239              | 9,700                       | 3,400               | 1,000            |
| Other Contractual Services       | 74,922           | 75,793           | 104,703                     | 101,680             | 83,600           |
| Reimbursable Contractor Services | 3,888            | 2,762            | 5,000                       | 1,100               | 5,000            |
| Maintenance - EAB                | 55,295           | 25,045           | 50,800                      | 21,900              | -                |



**General Fund - Public Works - Expenditures**

|                                    | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget    |
|------------------------------------|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| <i>Commodities</i>                 |                     |                     |                             |                     |                     |
| Office Supplies                    | 283                 | 708                 | 700                         | 700                 | 700                 |
| Operating Supplies                 | 4,854               | 6,997               | 32,600                      | 19,200              | 25,000              |
| Gasoline & Oil                     | 18,773              | 18,368              | 27,000                      | 24,600              | 28,000              |
| Supplies - Equipment               | 8,383               | 11,709              | 13,000                      | 11,400              | 22,500              |
| Supplies - Vehicles                | 9,524               | 6,506               | 12,000                      | 6,700               | 10,000              |
| Supplies - Streets                 | 21,586              | 14,564              | 18,000                      | 18,000              | 18,000              |
| Supplies - Trees                   | 9,092               | 22,494              | 19,000                      | 13,108              | 19,000              |
| Small Tools                        | 1,393               | 1,487               | 1,500                       | 1,465               | 1,500               |
| Salts & Chemicals                  | 129,010             | 163,065             | 135,725                     | 132,300             | 138,900             |
| <i>Capital Outlay</i>              |                     |                     |                             |                     |                     |
| Equipment                          | 10,117              | 11,364              | -                           | -                   | 66,000              |
| Improvements                       | -                   | -                   | 45,000                      | 8,000               | 180,000             |
| <i>Transfers</i>                   |                     |                     |                             |                     |                     |
| Transfer to Equip Replacement Fund | -                   | -                   | -                           | -                   | -                   |
| Transfer to Info Technology Fund   | 22,240              | -                   | 12,000                      | 12,000              | -                   |
| <b>Total Expenditures -</b>        |                     |                     |                             |                     |                     |
| <b>General Fund - Public Works</b> | <b>\$ 1,384,981</b> | <b>\$ 1,463,678</b> | <b>\$ 1,725,804</b>         | <b>\$ 1,643,955</b> | <b>\$ 2,369,495</b> |

**General Fund - Buildings & Grounds - Expenditures**

|   | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget |
|---|-------------------|-------------------|-----------------------------|---------------------|------------------|
| <i>Contractual Services</i>                   |                   |                   |                             |                     |                  |
| Maintenance - Buildings                       | 74,407            | 104,029           | -                           | -                   | -                |
| Maintenance - Grounds                         | 10,261            | 3,254             | -                           | -                   | -                |
| Janitorial Services                           | 38,029            | 47,139            | -                           | -                   | -                |
| Utilities                                     | 16,390            | 18,225            | -                           | -                   | -                |
| Other Contractual Services                    | 3,635             | 5,217             | -                           | -                   | -                |
| <i>Commodities</i>                            |                   |                   |                             |                     |                  |
| Operating Supplies                            | 15,876            | 33,083            | -                           | -                   | -                |
| <i>Capital Outlay</i>                         |                   |                   |                             |                     |                  |
| Improvements                                  | 6,042             | 32,509            | -                           | -                   | -                |
| <b>Total Expenditures -</b>                   |                   |                   |                             |                     |                  |
| <b>General Fund - Buildings &amp; Grounds</b> | <b>\$ 164,641</b> | <b>\$ 243,456</b> | <b>\$ -</b>                 | <b>\$ -</b>         | <b>\$ -</b>      |

|   | FY2020<br>Actual  | FY2021<br>Budget  | FY2021<br>Projection | FY2022<br>Budget |
|---|-------------------|-------------------|----------------------|------------------|
| Contractual Services                          | 142,723           | 177,864           | -                    | -                |
| Commodities                                   | 15,876            | 33,083            | -                    | -                |
| Capital Outlay                                | 6,042             | 32,509            | -                    | -                |
| <b>Total Expenditures -</b>                   |                   |                   |                      |                  |
| <b>General Fund - Buildings &amp; Grounds</b> | <b>\$ 164,641</b> | <b>\$ 243,456</b> | <b>\$ -</b>          | <b>\$ -</b>      |



The Motor Fuel Tax (MFT) Fund accounts for the Village's share of the State imposed tax on gasoline. In July 2019, the State increased the MFT rate from \$0.19 per gallon, \$0.38 per gallon. In July 2020 and July 2021, the rate was increased to \$.387 per gallon and \$.92 per gallon. This rate may be adjusted annually based on changes in the Consumer Price Index. The original per gallon amount of \$0.19 will continue to be distributed to units of local government based on the existing per capita formula. Receipts from the additional \$0.19 per gallon are deposited into the State's Transportation Renewal Fund (TRF), with the additional diesel fuel rate completely dedicated to the State of Illinois. In total, units of local government will receive approximately 15.7% of the revenue generated from the additional \$0.19 per gallon.

MFT revenues are restricted for use in road maintenance and improvement programs authorized by the State and the Illinois Department of Transportation (IDOT). The Village generally transfers MFT funds to the Capital Improvements Fund to provide a recurring funding source for the annual Road Program.

For budgetary purposes, the Village uses MFT revenue estimates provided by the Illinois Municipal League (IML). IML's current revenue estimates are prepared based on three factors, including pre-pandemic motor fuel consumption trends, any enduring effects of the pandemic on 2022 fuel consumption and the overall economic forecast. The FY2023 budget for motor fuel tax amounts to \$429,333. This is an increase of approximately \$5,256, or 1.2%, when compared to FY2022 projections.

#### **Rebuild Illinois Funds**

In 2019, the Illinois Department of Transportation (IDOT) was authorized to implement a \$1.5 billion grant program using proceeds from general obligation bonds authorized in the Rebuild Illinois Capital Program to provide municipalities with funds for infrastructure improvements. Funding will be allotted to municipalities based on the regular per capita MFT formula. IDOT intends to award and disburse funds twice each year over a three-year period, with exact dates varying depending on the timing of bond sales. The use of these funds is restricted to bondable capital improvements and are generally limited to new construction, although major reconstruction projects may be considered. The Village's total allocation is expected to be \$695,880. The first three installments of \$115,980 were received by the Village by end of FY2021. An additional installment of the same amount was received in May 2021 and March 2022 (FY2022). The Village anticipates receiving the final installment in FY2024. During FY2023, the Village will focus on identifying future capital projects for which these funds can be utilized.

The FY2023 Motor Fuel Tax Fund budget can be found on the following page.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Motor Fuel Tax Fund**

|   | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget    |
|---|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| <b>Revenues</b>                             |                     |                     |                             |                     |                     |
| <i>Intergovernmental</i>                    |                     |                     |                             |                     |                     |
| State Grants                                | \$ -                | \$ 347,940          | \$ 231,960                  | \$ 115,980          | \$ 115,980          |
| State Allotments                            | 389,645             | 378,055             | 387,250                     | 423,967             | 429,223             |
| <i>Miscellaneous Revenues</i>               |                     |                     |                             |                     |                     |
| Interest Income                             | 5,597               | 5,989               | 5,390                       | 111                 | 54                  |
| <b>Total Revenues</b>                       | <b>\$ 395,241</b>   | <b>\$ 731,984</b>   | <b>\$ 624,600</b>           | <b>\$ 540,058</b>   | <b>\$ 545,257</b>   |
| <b>Expenditures</b>                         |                     |                     |                             |                     |                     |
| <i>Other Expenditures</i>                   |                     |                     |                             |                     |                     |
| Bank/Investment Fees                        | 316                 | 529                 | 3,779                       | 2,206               | 228                 |
| <b>Total Expenditures</b>                   | <b>\$ 316</b>       | <b>\$ 529</b>       | <b>\$ 3,779</b>             | <b>\$ 2,206</b>     | <b>\$ 228</b>       |
| <b>Excess (Deficiency) of</b>               |                     |                     |                             |                     |                     |
| <b>Revenues Over Expenditures</b>           | <b>394,925</b>      | <b>731,454</b>      | <b>620,821</b>              | <b>537,852</b>      | <b>545,029</b>      |
| <b>Other Financing Sources (Uses)</b>       |                     |                     |                             |                     |                     |
| Transfers In                                | -                   | -                   | -                           | -                   | -                   |
| Transfers Out                               | (401,560)           | (351,115)           | (419,520)                   | (423,967)           | (429,223)           |
| Adjustment to Basis of Presentation*        | 6,152               | (3,431)             | -                           | -                   | -                   |
| <b>Total Other Financing Sources (Uses)</b> | <b>\$ (395,408)</b> | <b>\$ (354,546)</b> | <b>\$ (419,520)</b>         | <b>\$ (423,967)</b> | <b>\$ (429,223)</b> |
| <b>Net Income (Loss)</b>                    | <b>(483)</b>        | <b>376,908</b>      | <b>201,301</b>              | <b>113,885</b>      | <b>115,806</b>      |
| <b>Beginning Fund Balance</b>               | <b>10,769</b>       | <b>10,286</b>       | <b>387,194</b>              | <b>387,194</b>      | <b>501,079</b>      |
| <b>Ending Fund Balance</b>                  | <b>\$ 10,286</b>    | <b>\$ 387,194</b>   | <b>\$ 588,495</b>           | <b>\$ 501,079</b>   | <b>\$ 616,885</b>   |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)



The Village of Burr Ridge, pursuant to State statute, has in place a 4.0% tax imposed upon the use and privilege of engaging in the business of renting, leasing, or letting of room(s) in a hotel or motel within Village boundaries. This tax is the primary revenue source of the Hotel/Motel Tax Fund.

Burr Ridge is the closest and most upscale suburban hotel district to downtown Chicago in the south and west suburbs. Hotels currently located within the Village include:

- ✓ Crowne Plaza
- ✓ Extended Stay America
- ✓ Hampton Inn & Suites
- ✓ Marriott
- ✓ Spring Hill Suites by Marriott

The Village's current hotel tax rate of 4.0% has not changed since November 1, 2010 when it was increased from 3.5%. Upon implementation of the tax, funds were permitted to be dedicated solely to the purpose of attracting and promoting tourism and conventions to the Village. In FY2021, per revised State statute, the Village has the option of using up to 25% of Hotel/Motel Tax revenues and fund balance for capital or economic development projects.

Hotel/motel tax collections had been steadily increasing each year until late FY2020/early FY2021 when the Village experienced a significant decline in collections due to the COVID-19 pandemic. Based upon the continuing effects of the pandemic, the Village has taken a conservative approach in projecting total collections for FY2022 and forecasting collections for FY2023.

The FY2023 Hotel/Motel Tax Fund budget can be found on the following page.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Hotel/Motel Tax Fund**

|   | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|---|-------------------|-------------------|-----------------------------|---------------------|-------------------|
| <b>Revenues</b>                             |                   |                   |                             |                     |                   |
| <i>Taxes</i>                                |                   |                   |                             |                     |                   |
| Hotel/Motel Taxes                           | \$ 612,728        | \$ 286,511        | \$ 330,780                  | \$ 589,491          | \$ 621,854        |
| <i>Miscellaneous Revenues</i>               |                   |                   |                             |                     |                   |
| Interest Income                             | 4,774             | 3,490             | 3,980                       | 3,834               | 2,392             |
| Donations                                   | 15,550            | -                 | 15,000                      | -                   | -                 |
| Other Revenue                               | -                 | -                 | -                           | -                   | 24,000            |
| <b>Total Revenues</b>                       | <b>\$ 633,052</b> | <b>\$ 290,001</b> | <b>\$ 349,760</b>           | <b>\$ 593,325</b>   | <b>\$ 648,246</b> |
| <b>Expenditures</b>                         |                   |                   |                             |                     |                   |
| <i>Contractual Services</i>                 |                   |                   |                             |                     |                   |
| Maintenance - Gateway Landscape             | 117,152           | 88,818            | 117,350                     | 120,000             | 100,000           |
| Gateway Projects                            | 41,438            | 49,935            | -                           | 742                 | 30,000            |
| <i>Other Expenditures</i>                   |                   |                   |                             |                     |                   |
| Public/Employee Relations                   | -                 | -                 | 49,000                      | 49,000              | 55,000            |
| Special Events                              | 103,743           | 99,850            | 160,385                     | 150,000             | 160,250           |
| Bank/Investment Fees                        | 316               | 298               | 400                         | 340                 | 910               |
| Programs/Tourism Promotions                 | 276,465           | 48,926            | 46,565                      | 90,080              | 46,800            |
| Hotel/Motel Marketing                       | 206,478           | -                 | -                           | -                   | 15,000            |
| Other Expenditures                          | -                 | -                 | -                           | -                   | 25,000            |
| <b>Total Expenditures</b>                   | <b>\$ 745,592</b> | <b>\$ 287,828</b> | <b>\$ 373,700</b>           | <b>\$ 410,162</b>   | <b>\$ 432,960</b> |
| <b>Excess (Deficiency) of</b>               |                   |                   |                             |                     |                   |
| <b>Revenues Over Expenditures</b>           | <b>(112,540)</b>  | <b>2,173</b>      | <b>(23,940)</b>             | <b>183,163</b>      | <b>215,286</b>    |
| <b>Other Financing Sources (Uses)</b>       |                   |                   |                             |                     |                   |
| Transfers In                                | -                 | -                 | -                           | -                   | -                 |
| Transfers Out                               | (164,885)         | (60,000)          | (102,200)                   | (202,630)           | (310,357)         |
| Adjustment to Basis of Presentation*        | 6,152             | 323               | -                           | -                   | -                 |
| <b>Total Other Financing Sources (Uses)</b> | <b>(158,733)</b>  | <b>(59,677)</b>   | <b>(102,200)</b>            | <b>(202,630)</b>    | <b>(310,357)</b>  |
| <b>Net Income (Loss)</b>                    | <b>(271,274)</b>  | <b>(57,504)</b>   | <b>(126,140)</b>            | <b>(19,467)</b>     | <b>(95,071)</b>   |
| <b>Beginning Fund Balance</b>               | <b>509,516</b>    | <b>238,242</b>    | <b>180,738</b>              | <b>180,738</b>      | <b>161,271</b>    |
| <b>Ending Fund Balance</b>                  | <b>\$ 238,242</b> | <b>\$ 180,738</b> | <b>\$ 54,598</b>            | <b>\$ 161,271</b>   | <b>\$ 66,200</b>  |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)

In September 2021, the Village of Burr Ridge approved a plan to designate a Business District and to impose a Business District tax pursuant to the Illinois Business District Development and Redevelopment Law. The purpose of the Business District is to strengthen the tax base, assure opportunities for development or redevelopment, and to attract sound and stable commercial growth. The Business District area consists of approximately 130 acres of retail, office and mixed uses including (but not limited to):

- ✓ Village Center
- ✓ County Line Square
- ✓ TCF National Bank
- ✓ Marriot
- ✓ Lifetime
- ✓ Burr Ridge Office Park
- ✓ TCF Property



The revenue generated by the District includes a Business District Retailer Occupation Tax of 1% of the selling price of tangible personal property and a Business District Hotel Operators' Occupation Tax of 1% of gross rental receipts from hotel rooms with the Business District. The Revenues generated by the Business District Tax can only be used within the Business District in support of redevelopment goals and the District expires in 23 years. Eligible projects for the Business District Fund include:

- ✓ Creation of studies or plans
- ✓ Acquisition of property
- ✓ Clearing and grading of land
- ✓ Demolition of existing buildings
- ✓ Installation or repair of infrastructure
- ✓ Renovation of existing buildings or construction of new buildings
- ✓ The ability to borrow money against revenue from the district
- ✓ Reimbursement of cost related to the implementation of the Plan

The FY2023 Business District Fund budget can be found on the following page.

***Downtown Business District Fund***

|   | FY2020<br>Actual | FY2021<br>Actual | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|---|------------------|------------------|-----------------------------|---------------------|-------------------|
| <b>Revenues</b>                             |                  |                  |                             |                     |                   |
| <i>Taxes</i>                                |                  |                  |                             |                     |                   |
| Sales Tax                                   | \$ -             | \$ -             | \$ -                        | \$ 177,190          | \$ 531,571        |
| Hotel/Motel Taxes                           | -                | -                | -                           | 9,554               | 31,527            |
| <i>Miscellaneous Revenues</i>               |                  |                  |                             |                     |                   |
| Interest Income                             | -                | -                | -                           | -                   | 3,280             |
| <b>Total Revenues</b>                       | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>                 | <b>\$ 186,744</b>   | <b>\$ 566,378</b> |
| <b>Expenditures</b>                         |                  |                  |                             |                     |                   |
| <b>Total Expenditures</b>                   | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>                 | <b>\$ -</b>         | <b>\$ -</b>       |
| <b>Excess (Deficiency) of</b>               |                  |                  |                             |                     |                   |
| <b>Revenues Over Expenditures</b>           | <b>-</b>         | <b>-</b>         | <b>-</b>                    | <b>186,744</b>      | <b>566,378</b>    |
| <b>Other Financing Sources (Uses)</b>       |                  |                  |                             |                     |                   |
| Transfers In                                | -                | -                | -                           | -                   | -                 |
| Transfers Out                               | -                | -                | -                           | (25,201)            | (50,000)          |
| <b>Total Other Financing Sources (Uses)</b> | <b>-</b>         | <b>-</b>         | <b>-</b>                    | <b>(25,201)</b>     | <b>(50,000)</b>   |
| <b>Net Income (Loss)</b>                    | <b>-</b>         | <b>-</b>         | <b>-</b>                    | <b>161,543</b>      | <b>516,378</b>    |
| <b>Beginning Fund Balance</b>               | <b>-</b>         | <b>-</b>         | <b>-</b>                    | <b>-</b>            | <b>161,543</b>    |
| <b>Ending Fund Balance</b>                  | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>                 | <b>\$ 161,543</b>   | <b>\$ 677,921</b> |





The Capital Improvements Fund accounts for revenue and expenditures related to the Village's annual road improvement program, as well as other right of way, street, sidewalk/pathway and facility improvements and the purchase (or lease) of machinery and equipment. The main revenue sources of this fund include federal and state funding, transfers from the Motor Fuel Tax, Hotel Motel Tax, and General Funds, as well as developer donations.

At the end of FY2022 the Sidewalks/Pathways and the Equipment Replacement Funds were collapsed and remaining fund balance was transferred to the Capital Improvements Fund.

The FY2023 Capital Improvements Fund budget can be found on the following page.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Capital Improvements Fund**

|                               | FY2020<br>Actual | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|-------------------------------|------------------|-------------------|-----------------------------|---------------------|-------------------|
| <b>Revenues</b>               |                  |                   |                             |                     |                   |
| <i>Intergovernmental</i>      |                  |                   |                             |                     |                   |
| Federal Grants                | \$ -             | \$ -              | \$ -                        | \$ -                | \$ 160,000        |
| <i>Miscellaneous Revenues</i> |                  |                   |                             |                     |                   |
| Interest Income               | 9,548            | 5,406             | 5,120                       | 7,210               | 11,907            |
| Developer Donations           | -                | 130,000           | -                           | -                   | -                 |
| Other Revenue                 | -                | -                 | -                           | -                   | -                 |
| <b>Total Revenues</b>         | <b>\$ 9,548</b>  | <b>\$ 135,406</b> | <b>\$ 5,120</b>             | <b>\$ 34,400</b>    | <b>\$ 171,907</b> |

|                               |                   |                   |                   |                   |                     |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Expenditures</b>           |                   |                   |                   |                   |                     |
| <i>Capital Improvements</i>   |                   |                   |                   |                   |                     |
| <i>Capital Outlay</i>         |                   |                   |                   |                   |                     |
| Improvements                  | 194,564           | 7,425             | 28,390            | -                 | 28,300              |
| Village Facility Improvements | 50,609            | 33,467            | -                 | -                 | 30,000              |
| Annual Road Program           | -                 | -                 | -                 | -                 | 768,300             |
| 2018 Road Program             | 12,209            | -                 | -                 | -                 | -                   |
| 2019 Road Program             | 736,843           | -                 | -                 | -                 | -                   |
| 2020 Road Program             | -                 | 623,003           | -                 | -                 | -                   |
| 2021 Road Program             | -                 | -                 | 882,620           | 857,397           | -                   |
| <i>Sidewalks/Pathway</i>      |                   |                   |                   |                   |                     |
| <i>Capital Outlay</i>         |                   |                   |                   |                   |                     |
| Sidewalk/Pathway Projects     | -                 | -                 | -                 | -                 | 522,250             |
| <i>Equipment Replacement</i>  |                   |                   |                   |                   |                     |
| <i>Contractual Services</i>   |                   |                   |                   |                   |                     |
| Lease Maintenance             | -                 | -                 | -                 | -                 | 2,208               |
| <i>Capital Outlay</i>         |                   |                   |                   |                   |                     |
| Equipment                     | -                 | -                 | -                 | -                 | -                   |
| <i>Other Expenditures</i>     |                   |                   |                   |                   |                     |
| Lease Principal               | -                 | -                 | -                 | -                 | 136,987             |
| Lease Interest                | -                 | -                 | -                 | -                 | 28,211              |
| Bank/Investment Fees          | 633               | 537               | 3,744             | 2,396             | 1,508               |
| <b>Total Expenditures</b>     | <b>\$ 994,858</b> | <b>\$ 664,432</b> | <b>\$ 914,754</b> | <b>\$ 859,793</b> | <b>\$ 1,517,764</b> |

|                                       |                  |                  |                  |                  |                    |
|---------------------------------------|------------------|------------------|------------------|------------------|--------------------|
| <b>Excess (Deficiency) of</b>         |                  |                  |                  |                  |                    |
| <b>Revenues Over Expenditures</b>     | <b>(985,310)</b> | <b>(529,026)</b> | <b>(909,634)</b> | <b>(825,394)</b> | <b>(1,345,857)</b> |
| <b>Other Financing Sources (Uses)</b> |                  |                  |                  |                  |                    |
| Transfers In                          | 666,445          | 611,115          | 681,720          | 1,106,909        | 1,068,246          |
| Transfers Out                         | -                | -                | -                | -                | -                  |



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
***Capital Improvements Fund***

|   | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget    |
|---|-------------------|-------------------|-----------------------------|---------------------|---------------------|
| Adjustment to Basis of Presentation*        | 12,303            | 399               | -                           | -                   | -                   |
| <b>Total Other Financing Sources (Uses)</b> | <b>\$ 678,748</b> | <b>\$ 611,514</b> | <b>\$ 681,720</b>           | <b>\$ 1,106,909</b> | <b>\$ 1,068,246</b> |
| <b>Net Income (Loss)</b>                    | <b>(306,562)</b>  | <b>82,488</b>     | <b>(227,914)</b>            | <b>281,515</b>      | <b>(277,611)</b>    |
| <b>Beginning Fund Balance</b>               | 521,302           | 214,740           | 297,228                     | 297,228             | 578,743             |
| <b>Ending Fund Balance</b>                  | <b>\$ 214,740</b> | <b>\$ 297,228</b> | <b>\$ 69,314</b>            | <b>\$ 578,743</b>   | <b>\$ 301,132</b>   |

*\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)*



The Sidewalk Pathway Fund was originally established based on the goal of constructing a network of sidewalks and pathways within the Village. The Burr Ridge Subdivision Ordinance requires that developers construct sidewalks on both sides of all new streets and on any contiguous sides of existing streets within a subdivision. In lieu of installing sidewalks, developers may also request to contribute comparable funds to the Sidewalk Pathway Fund provided the Board grants this request. In addition, donations could be made to this fund from homeowner's associations or individuals within existing subdivisions requesting sidewalk and/or pathway improvements within that subdivision. These contributions have been the sole external revenue source for this fund since its inception.

As development within the Village has slowed over time, developer contributions to this fund have decreased significantly. Fund balance within this fund at the end of FY2022 is projected at \$133,522. Due to this decreased activity, the Sidewalks Pathway Fund was collapsed at the end of FY2022, and the remaining fund balance was transferred to the Capital Improvements Fund. All future capital projects for construction of pathways and sidewalks will be recorded in the Capital Improvements Fund within the Sidewalks Pathway Department.

The FY2023 budget schedule for this fund can be found on the following page, showing an ending fund balance of -0- based upon a transfer of the remaining fund balance to the Capital Improvements Fund in FY2022.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Sidewalks/Pathway Fund**

|   | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget |
|---|-------------------|-------------------|-----------------------------|---------------------|------------------|
| <b>Revenues</b>                             |                   |                   |                             |                     |                  |
| <i>Intergovernmental</i>                    |                   |                   |                             |                     |                  |
| State Grants                                | \$ -              | \$ -              | \$ 100,000                  | \$ -                | \$ -             |
| <i>Miscellaneous Revenues</i>               |                   |                   |                             |                     |                  |
| Interest Income                             | 9,548             | 9,227             | 9,500                       | 3,823               | -                |
| Donations                                   | 28,500            | -                 | -                           | 4,354               | -                |
| <b>Total Revenues</b>                       | <b>\$ 38,048</b>  | <b>\$ 9,227</b>   | <b>\$ 109,500</b>           | <b>\$ 8,177</b>     | <b>\$ -</b>      |
| <b>Expenditures</b>                         |                   |                   |                             |                     |                  |
| <i>Capital Outlay</i>                       |                   |                   |                             |                     |                  |
| Sidewalk/Pathway Projects                   | 114,026           | 194,241           | 244,250                     | 17,731              | -                |
| Sidewalk/Pathway Maint. Projects            | -                 | 39,679            | 18,500                      | 18,500              | -                |
| <i>Other Expenditures</i>                   |                   |                   |                             |                     |                  |
| Bank/Investment Fees                        | 633               | 770               | 800                         | 132                 | -                |
| <b>Total Expenditures</b>                   | <b>\$ 114,659</b> | <b>\$ 234,691</b> | <b>\$ 263,550</b>           | <b>\$ 36,363</b>    | <b>\$ -</b>      |
| <b>Excess (Deficiency) of</b>               |                   |                   |                             |                     |                  |
| <b>Revenues Over Expenditures</b>           | <b>(76,611)</b>   | <b>(225,463)</b>  | <b>(154,050)</b>            | <b>(28,186)</b>     | <b>-</b>         |
| <b>Other Financing Sources (Uses)</b>       |                   |                   |                             |                     |                  |
| Transfers In                                | -                 | -                 | -                           | -                   | -                |
| Transfers Out                               | -                 | -                 | -                           | (133,522)           | -                |
| Adjustment to Basis of Presentation*        | 12,303            | 2,674             | -                           | -                   | -                |
| <b>Total Other Financing Sources (Uses)</b> | <b>\$ 12,303</b>  | <b>\$ 2,674</b>   | <b>\$ -</b>                 | <b>\$ (133,522)</b> | <b>\$ -</b>      |
| <b>Net Income (Loss)</b>                    | <b>(64,308)</b>   | <b>(222,790)</b>  | <b>(154,050)</b>            | <b>(161,708)</b>    | <b>-</b>         |
| <b>Beginning Fund Balance</b>               | <b>448,806</b>    | <b>384,498</b>    | <b>161,708</b>              | <b>161,708</b>      | <b>-</b>         |
| <b>Ending Fund Balance</b>                  | <b>\$ 384,498</b> | <b>\$ 161,708</b> | <b>\$ 7,658</b>             | <b>\$ -</b>         | <b>\$ -</b>      |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)



The Equipment Replacement Fund accounted for revenues and expenditures related to the purchase of vehicles and equipment for the Village's Police and Public Works department. Historically, revenue sources of this fund consisted of transfers from the General Fund and interest earned on available cash balances. Beginning in FY2021, the Village implemented a vehicle-leasing program for specific Police and Public Works fleet needs. A transfer of funds from the General Fund occurred to cover annual leasing charges.

The Equipment Replacement Fund was collapsed at the end of FY2022 and the projected remaining fund balance of \$287,220 was transferred to the Capital Improvements Fund. All future vehicle, machinery, and equipment expenditures, including annual leasing payments, will be recorded in the Capital Improvements fund.

The FY2023 budget schedule for this fund can be found on the following page, showing an ending fund balance of -0- based upon a transfer of the remaining fund balance to the Capital Improvements Fund in FY2022.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Equipment Replacement Fund**

|   | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget |
|---|-------------------|-------------------|-----------------------------|---------------------|------------------|
| <b>Revenues</b>                             |                   |                   |                             |                     |                  |
| <i>Intergovernmental</i>                    |                   |                   |                             |                     |                  |
| Federal Grants                              | -                 | -                 | -                           | 137,395             | -                |
| <i>Miscellaneous Revenues</i>               |                   |                   |                             |                     |                  |
| Interest Income                             | 9,548             | 7,991             | 8,380                       | 7,967               | -                |
| <b>Total Revenues</b>                       | <b>\$ 9,548</b>   | <b>\$ 7,991</b>   | <b>\$ 8,380</b>             | <b>\$ 145,362</b>   | <b>\$ -</b>      |
| <b>Expenditures</b>                         |                   |                   |                             |                     |                  |
| <i>Contractual Services</i>                 |                   |                   |                             |                     |                  |
| Lease Maintenance                           | -                 | 40                | 1,975                       | 1,908               | -                |
| <i>Commodities</i>                          |                   |                   |                             |                     |                  |
| Supplies - Vehicles                         | -                 | -                 | -                           | 2,088               | -                |
| <i>Capital Outlay</i>                       |                   |                   |                             |                     |                  |
| Equipment                                   | -                 | -                 | -                           | 137,395             | -                |
| Vehicles                                    | 60,519            | 46,264            | -                           | -                   | -                |
| <i>Other Expenditures</i>                   |                   |                   |                             |                     |                  |
| Bank/Investment Fees                        | 633               | 676               | 700                         | 222                 | -                |
| Lease Principal                             | -                 | 432               | 319,025                     | 94,294              | -                |
| Lease Interest                              | -                 | 101               | 22,805                      | 10,416              | -                |
| <b>Total Expenditures</b>                   | <b>\$ 61,152</b>  | <b>\$ 47,513</b>  | <b>\$ 344,505</b>           | <b>\$ 246,323</b>   | <b>\$ -</b>      |
| <b>Excess (Deficiency) of</b>               |                   |                   |                             |                     |                  |
| <b>Revenues Over Expenditures</b>           | <b>(51,605)</b>   | <b>(39,522)</b>   | <b>(336,125)</b>            | <b>(100,961)</b>    | <b>-</b>         |
| <b>Other Financing Sources (Uses)</b>       |                   |                   |                             |                     |                  |
| Transfers In                                | -                 | -                 | 270,000                     | 100,000             | -                |
| Transfers Out                               | -                 | -                 | -                           | (287,220)           | -                |
| Adjustment to Basis of Presentation*        | \$ 12,303         | \$ (2,747)        | \$ -                        | \$ -                | \$ -             |
| <b>Total Other Financing Sources (Uses)</b> | <b>\$ 12,303</b>  | <b>\$ (2,747)</b> | <b>\$ 270,000</b>           | <b>\$ (187,220)</b> | <b>\$ -</b>      |
| <b>Net Income (Loss)</b>                    | <b>(39,301)</b>   | <b>(42,270)</b>   | <b>(66,125)</b>             | <b>(288,181)</b>    | <b>-</b>         |
| <b>Beginning Fund Balance</b>               | 369,752           | 330,451           | 288,181                     | 288,181             | -                |
| <b>Ending Fund Balance</b>                  | <b>\$ 330,451</b> | <b>\$ 288,181</b> | <b>\$ 222,056</b>           | <b>\$ -</b>         | <b>\$ -</b>      |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)



The Storm Water Management Fund's purposes is to separately account for storm water related revenues and expenditures. The Village's goal is to provide adequate funds that will maintain and enhance the Village's overall stormwater management system. The main revenue source of this fund is proceeds from the storm water permit fees collected from new developments within the Village that have an impact on the Village's stormwater management system. Permit fees are prescribed in Schedule A of the Burr Ridge Municipal Code Chapter 8 "Stormwater Run-Off".

As development within the Village has slowed over time, collection of storm water permit fees has decreased. Fund balance within this fund at the end of FY2023 is projected at \$30,099.

The FY2023 Storm Water Management Fund budget can be found on the following page.





Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Stormwater Management Fund**

|   | FY2020<br>Actual | FY2021<br>Actual | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|---|------------------|------------------|-----------------------------|---------------------|-------------------|
| <b>Revenues</b>                             |                  |                  |                             |                     |                   |
| <i>Miscellaneous Revenues</i>               |                  |                  |                             |                     |                   |
| Federal Grants                              |                  |                  |                             |                     | \$ 95,000         |
| Interest Income                             | \$ 4,774         | \$ 3,146         | \$ 2,370                    | \$ -                | \$ -              |
| Other Revenue                               | 14,481           | 12,420           | 12,000                      | 12,000              | 12,000            |
| <b>Total Revenues</b>                       | <b>\$ 19,255</b> | <b>\$ 15,566</b> | <b>\$ 14,370</b>            | <b>\$ 12,000</b>    | <b>\$ 107,000</b> |
| <b>Expenditures</b>                         |                  |                  |                             |                     |                   |
| <i>Contractual Services</i>                 |                  |                  |                             |                     |                   |
| Maintenance - Utility System                | -                | -                | 10,600                      | 5,793               | -                 |
| <i>Capital Outlay</i>                       |                  |                  |                             |                     |                   |
| Storm Water Management                      | 88,744           | 41,797           | 16,900                      | 11,160              | 95,000            |
| <i>Other Expenditures</i>                   |                  |                  |                             |                     |                   |
| Bank/Investment Fees                        | 316              | 155              | 400                         | 193                 | 72                |
| <b>Total Expenditures</b>                   | <b>\$ 89,060</b> | <b>\$ 41,951</b> | <b>\$ 27,900</b>            | <b>\$ 17,146</b>    | <b>\$ 95,072</b>  |
| <b>Excess (Deficiency) of</b>               |                  |                  |                             |                     |                   |
| <b>Revenues Over Expenditures</b>           | <b>(69,806)</b>  | <b>(26,385)</b>  | <b>(13,530)</b>             | <b>(5,146)</b>      | <b>11,928</b>     |
| <b>Other Financing Sources (Uses)</b>       |                  |                  |                             |                     |                   |
| Transfers In                                | 15,000           | 45,000           | -                           | -                   | -                 |
| Transfers Out                               | -                | -                | -                           | -                   | -                 |
| Adjustment to Basis Presentation*           | 6,152            | 1,097            | -                           | -                   | -                 |
| <b>Total Other Financing Sources (Uses)</b> | <b>\$ 21,152</b> | <b>\$ 46,097</b> | <b>\$ -</b>                 | <b>\$ -</b>         | <b>\$ -</b>       |
| <b>Net Income (Loss)</b>                    | <b>(48,654)</b>  | <b>19,712</b>    | <b>(13,530)</b>             | <b>(5,146)</b>      | <b>11,928</b>     |
| <b>Beginning Fund Balance</b>               | <b>52,259</b>    | <b>3,605</b>     | <b>23,317</b>               | <b>23,317</b>       | <b>18,171</b>     |
| <b>Ending Fund Balance</b>                  | <b>\$ 3,605</b>  | <b>\$ 23,317</b> | <b>\$ 9,787</b>             | <b>\$ 18,171</b>    | <b>\$ 30,099</b>  |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)



The Debt Service Fund accounts for the revenue and expenditures related to the payment of principal and interest on the Village's long-term general obligation debt. FY2022 revenue source consists of interest earned on available cash balances within the fund, as well as a transfer from the General Fund to pay the outstanding GO Bonds, Series 2017 in full in December 2021. As of May 1, 2022, the Village does not have any outstanding general obligation debt.

The FY2023 Debt Service Fund budget can be found on the following page.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Debt Service Fund**

|  | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget |
|--|---------------------|---------------------|-----------------------------|---------------------|------------------|
| <b>Revenues</b>  |                     |                     |                             |                     |                  |
| <i>Miscellaneous Revenues</i>                                |                     |                     |                             |                     |                  |
| Interest Income  | 100,250             | 113,104             | 109,010                     | 70,686              | -                |
| <b>Total Revenues</b>  | <b>\$ 100,250</b>   | <b>\$ 113,104</b>   | <b>\$ 109,010</b>           | <b>\$ 70,686</b>    | <b>\$ -</b>      |
| <b>Expenditures</b>  |                     |                     |                             |                     |                  |
| <i>Other Expenditures</i>                                    |                     |                     |                             |                     |                  |
| Bank/Investment Fees   | 7,916               | 10,101              | 9,800                       | 5,019               | -                |
| Principal - Hotel/Motel Installment Loan                     | -                   | -                   | -                           | -                   | -                |
| Interest - Hotel/Motel Installment Loan                      | -                   | -                   | -                           | -                   | -                |
| Principal  | -                   | -                   | 5,970,000                   | 5,970,000           | -                |
| Interest   | 119,400             | 119,400             | 119,400                     | 119,400             | -                |
| <b>Total Expenditures</b>                                    | <b>\$ 127,316</b>   | <b>\$ 129,501</b>   | <b>\$ 6,099,200</b>         | <b>\$ 6,094,419</b> | <b>\$ -</b>      |
| <b>Excess (Deficiency) of<br/>Revenues Over Expenditures</b> | <b>(27,066)</b>     | <b>(16,396)</b>     | <b>(5,990,190)</b>          | <b>(6,023,733)</b>  | <b>-</b>         |
| <b>Other Financing Sources (Uses)</b>                        |                     |                     |                             |                     |                  |
| Transfers In   | -                   | -                   | -                           | 1,218,818           | -                |
| Transfers Out  | -                   | -                   | -                           | -                   | -                |
| Adjustment to Basis of Presentation*                         | 129,184             | (62,894)            | -                           | -                   | -                |
| <b>Total Other Financing Sources (Uses)</b>                  | <b>\$ 129,184</b>   | <b>\$ (62,894)</b>  | <b>\$ -</b>                 | <b>\$ 1,218,818</b> | <b>\$ -</b>      |
| <b>Net Income (Loss)</b>                                     | <b>102,118</b>      | <b>(79,290)</b>     | <b>(5,990,190)</b>          | <b>(4,804,915)</b>  | <b>-</b>         |
| <b>Beginning Fund Balance</b>                                | <b>4,782,087</b>    | <b>4,884,205</b>    | <b>4,804,915</b>            | <b>4,804,915</b>    | <b>-</b>         |
| <b>Ending Fund Balance</b>                                   | <b>\$ 4,884,205</b> | <b>\$ 4,804,915</b> | <b>\$ (1,185,275)</b>       | <b>\$ -</b>         | <b>\$ -</b>      |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)



The Water Fund is accounted for and reported as an enterprise fund of the Village. Enterprise funds are self-contained funds wherein all expenses are intended to be paid for by revenues generated by the fund.

The Water Fund accounts for all financial activities associated with municipal water service. User charges from the consumption of water, as well as tap on fees from building activities, provide the primary sources of revenue for this fund. Revenues are used to purchase water and to improve and maintain the water system.

The Water Division within the Department of Public Works is responsible for the pumping, storage, quality assurance testing, and maintenance of the distribution system, which provides treated Lake Michigan water to the population of Burr Ridge. The Village purchases water from the City of Chicago, via the Village of Bedford Park. Water travels through approximately 103 miles of water main to more than 4,260 water service accounts. To meet the needs of the community, the Village's water system includes a pumping station, a three-million-gallon underground reservoir, two elevated storage tanks, and three standby wells.

The FY2023 Water Fund budget can be found on the following page.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Water Fund**

|                                      | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget    |
|--------------------------------------|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| <b>Revenues</b>                      |                     |                     |                             |                     |                     |
| <i>Intergovernmental</i>             |                     |                     |                             |                     |                     |
| State Grants                         | \$ -                | \$ -                | \$ -                        | \$ -                | \$ 48,000           |
| Federal Grants                       | -                   | -                   | -                           | -                   | 80,000              |
| <i>Charges for Services</i>          |                     |                     |                             |                     |                     |
| Water Sales                          | 5,024,926           | 6,099,764           | 6,147,450                   | 6,226,110           | 6,705,376           |
| Tap-Ons                              | 37,482              | 49,708              | 37,200                      | 37,941              | 37,200              |
| Water Meter Sales                    | 12,131              | 19,309              | 21,260                      | 18,310              | 21,260              |
| Water Penalties                      | 28,796              | 40,331              | 33,600                      | 40,184              | 33,600              |
| Water Use                            | 14,765              | 21,903              | 17,580                      | 8,757               | 17,580              |
| <i>Cost Recoverable</i>              |                     |                     |                             |                     |                     |
| Recoverable-Employee Share Insurance | -                   | -                   | 17,170                      | -                   | -                   |
| <i>Miscellaneous Revenues</i>        |                     |                     |                             |                     |                     |
| Interest Income                      | 138,441             | 70,233              | 87,560                      | 30,039              | 18,716              |
| Donations                            | -                   | -                   | -                           | 8,000               | -                   |
| Other Revenues                       | 21,263              | 21,367              | 21,500                      | 18,000              | 20,000              |
| <b>Total Revenues</b>                | <b>\$ 5,277,803</b> | <b>\$ 6,322,615</b> | <b>\$ 6,383,320</b>         | <b>\$ 6,387,342</b> | <b>\$ 6,981,732</b> |
| <b>Expenses</b>                      |                     |                     |                             |                     |                     |
| <i>Personnel Services</i>            |                     |                     |                             |                     |                     |
| Salaries Full-Time                   | \$ 657,451          | \$ 596,026          | \$ 606,380                  | \$ 606,380          | \$ 578,414          |
| Salaries Part-Time                   | 17,968              | 3,080               | 5,995                       | 5,995               | 8,994               |
| Salaries Overtime                    | 38,774              | 39,883              | 55,000                      | 44,300              | 55,000              |
| IMRF Contribution                    | 74,901              | 76,286              | 71,910                      | 71,910              | 60,464              |
| FICA/Medicare Taxes                  | 52,178              | 47,575              | 49,740                      | 49,740              | 47,514              |
| Health/Life Insurance                | 84,256              | 96,824              | 100,570                     | 100,570             | 46,835              |
| Uniform Allowance                    | 5,621               | 6,761               | 9,100                       | 8,870               | 9,100               |
| Dues & Subscriptions                 | 2,284               | 2,395               | 2,975                       | 2,512               | 2,625               |
| Employee Recruitment Expense         | -                   | -                   | 500                         | -                   | 500                 |
| Training & Travel Expense            | 2,768               | 1,056               | 3,370                       | 2,400               | 3,350               |
| <i>Contractual Services</i>          |                     |                     |                             |                     |                     |
| Professional Services                | 23,809              | 18,535              | 23,000                      | 70,970              | 82,400              |
| Postage                              | 11,779              | 10,297              | 9,585                       | 13,983              | 13,983              |
| Telephone                            | 25,058              | 14,227              | 15,060                      | 11,702              | 12,260              |
| Printing                             | 122                 | -                   | -                           | -                   | -                   |
| Maintenance - Equipment              | 3,511               | 3,010               | 9,100                       | 5,560               | 9,000               |
| Maintenance - Vehicles               | 2,411               | 2,157               | 3,300                       | 2,610               | 3,500               |
| Maintenance - Buildings              | 5,881               | 4,505               | 6,650                       | 5,860               | 6,650               |
| Maintenance - Distribution System    | 98,181              | 166,154             | 870,000                     | 275,055             | 830,000             |
| Engineering Services                 | 195,699             | 149,230             | 225,000                     | 107,110             | 375,000             |
| Lease Maintenance                    | -                   | -                   | 1,350                       | 735                 | 1,487               |



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Water Fund**

|   | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget    |
|---|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| Utilities                                   | 61,830              | 74,727              | 80,000                      | 75,000              | 80,000              |
| Insurance                                   | 47,741              | 49,021              | 55,220                      | 66,801              | 70,141              |
| Rentals                                     | -                   | -                   | 500                         | -                   | 500                 |
| Other Contractual Services                  | 15,924              | 19,869              | 24,000                      | 20,947              | 21,350              |
| <i>Commodities</i>                          |                     |                     |                             |                     |                     |
| Office Supplies                             | 89                  | 247                 | 600                         | 540                 | 600                 |
| Operating Supplies                          | 19,841              | 41,419              | 37,800                      | 23,660              | 37,500              |
| Gasoline & Oil                              | 9,220               | 10,545              | 10,050                      | 12,250              | 12,500              |
| Supplies - Equipment                        | 24,711              | 37,381              | 81,500                      | 45,570              | 81,000              |
| Supplies - Vehicles                         | 408                 | -                   | 800                         | 310                 | 800                 |
| Water Purchases                             | 3,327,206           | 4,252,857           | 3,860,960                   | 4,144,400           | 4,144,900           |
| <i>Capital Outlay</i>                       |                     |                     |                             |                     |                     |
| Equipment                                   | 24,005              | 39,262              | -                           | -                   | 80,000              |
| Improvements                                | 1,029,251           | 2,500               | -                           | -                   | 236,500             |
| Vehicles                                    | 50,926              | 103,834             | -                           | -                   | -                   |
| Technology Improvements                     | -                   | -                   | -                           | -                   | 200,000             |
| <i>Other Expenses</i>                       |                     |                     |                             |                     |                     |
| Bank/Investment Fees                        | 9,181               | 5,783               | 6,500                       | 3,583               | 8,473               |
| Lease Principal                             | -                   | -                   | 41,935                      | 23,127              | 30,494              |
| Lease Interest                              | -                   | -                   | 5,425                       | 2,927               | 6,403               |
| <b>Total Expenses</b>                       | <b>\$ 5,922,984</b> | <b>\$ 5,875,446</b> | <b>\$ 6,273,875</b>         | <b>\$ 5,805,377</b> | <b>\$ 7,158,237</b> |
| <b>Operating Income (Loss)</b>              | <b>(645,181)</b>    | <b>447,170</b>      | <b>109,445</b>              | <b>581,965</b>      | <b>(176,505)</b>    |
| <b>Other Financing Sources (Uses)</b>       |                     |                     |                             |                     |                     |
| Transfers In                                | -                   | -                   | -                           | -                   | -                   |
| Transfers Out                               | (165,650)           | (202,110)           | (170,850)                   | (170,850)           | (175,000)           |
| Gain/(Loss) on Sale of Assets               | (97,492)            | -                   | -                           | -                   | -                   |
| Adjustment to Basis of Presentation*        | 166,501             | (224,575)           | -                           | -                   | -                   |
| <b>Total Other Financing Sources (Uses)</b> | <b>\$ (96,641)</b>  | <b>\$ (426,685)</b> | <b>\$ (170,850)</b>         | <b>\$ (170,850)</b> | <b>\$ (175,000)</b> |
| <b>Changes in Net Position</b>              | <b>(741,822)</b>    | <b>20,485</b>       | <b>(61,405)</b>             | <b>411,115</b>      | <b>(351,505)</b>    |
| <b>Beginning Net Position**</b>             | <b>1,431,888</b>    | <b>690,066</b>      | <b>710,551</b>              | <b>710,551</b>      | <b>1,121,665</b>    |
| <b>Ending Net Position</b>                  | <b>\$ 690,066</b>   | <b>\$ 710,551</b>   | <b>\$ 649,146</b>           | <b>\$ 1,121,665</b> | <b>\$ 770,160</b>   |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)

\*\*FY2020 Beginning Net Position as restated per the audit OPEB adjustment



The Sewer Fund is accounted for and reported as an enterprise fund of the Village. Enterprise funds are self-contained funds wherein all expenses are intended to be paid for by revenues generated by the fund.

The Sewer Fund accounts for all financial activities associated with municipal sewer service to residents located in the Cook County areas of the Village served by Village-maintained sanitary sewer collection pipes. The Flagg Creek Water Reclamation District, as well as DuPage County Public Works Department, provide sanitary sewer service to residents located in the DuPage County areas of the Village. Flat rate user charges provide the main source of revenue for this fund and are intended to provide sufficient revenues to cover expenses of the fund, as well as to provide reserves intended to cover unanticipated maintenance and capital costs.

The Village's oldest and most vital sanitary sewage lift station behind the Chasemoor townhomes failed catastrophically in FY2021 and was subsequently redesigned and renovated to include new pumps for energy efficiency, accessible appurtenances for easier maintenance, and landscaping to conceal its above-ground elements in FY2022.

In FY2023, the Village will continue toward completion of the Inflow and Infiltration Control Program (IICP) requirements for the Metropolitan Water Reclamation District (MWRD). This field testing and data collection, which had been deferred since Spring 2020 due to the pandemic, will enlist the equipment and services of a contractor for sewer televising and manhole inspections in order to develop a system-wide program of sanitary sewer pipe rehabilitation for upcoming fiscal years.

Sewer rates for FY2023 are budgeted to remain flat in accordance with current approved rates.

The FY2023 Sewer Fund budget can be found on the following page.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Sewer Fund**

|                                      | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget  |
|--------------------------------------|-------------------|-------------------|-----------------------------|---------------------|-------------------|
| <b>Revenues</b>                      |                   |                   |                             |                     |                   |
| <i>Intergovernmental</i>             |                   |                   |                             |                     |                   |
| Federal Grants                       |                   |                   |                             |                     | \$ 80,000         |
| <i>Charges for Services</i>          |                   |                   |                             |                     |                   |
| Sewer Sales                          | \$ 395,289        | \$ 432,100        | \$ 461,260                  | \$ 506,723          | \$ 516,857        |
| Tap-Ons                              | 10,000            | 11,000            | 10,000                      | 7,308               | 8,000             |
| Sewer Penalties                      | 2,006             | 2,967             | 1,800                       | 2,479               | 2,500             |
| <i>Cost Recoverable</i>              |                   |                   |                             |                     |                   |
| Recoverable-Employee Share Insurance | -                 | -                 | 6,450                       | -                   | -                 |
| <i>Miscellaneous Revenues</i>        |                   |                   |                             |                     |                   |
| Interest Income                      | 42,964            | 45,760            | 44,850                      | 50,413              | 31,444            |
| <b>Total Revenues</b>                | <b>\$ 450,259</b> | <b>\$ 491,828</b> | <b>\$ 524,360</b>           | <b>\$ 566,923</b>   | <b>\$ 638,801</b> |
| <b>Expenses</b>                      |                   |                   |                             |                     |                   |
| <i>Personnel Services</i>            |                   |                   |                             |                     |                   |
| Salaries Full-Time                   | 197,675           | 168,063           | 240,390                     | 240,390             | 266,484           |
| Salaries Part-Time                   | 4,492             | 770               | 1,500                       | 1,500               | 2,499             |
| Salaries Overtime                    | 1,953             | 4,871             | 3,500                       | 3,520               | 4,000             |
| IMRF Contribution                    | 21,767            | 20,786            | 28,510                      | 28,510              | 27,687            |
| FICA/Medicare Taxes                  | 15,160            | 13,019            | 18,280                      | 18,280              | 20,018            |
| Health/Life Insurance                | 27,157            | 25,737            | 40,460                      | 40,460              | 34,835            |
| Uniform Allowance                    | 1,477             | 1,934             | 2,760                       | 2,110               | 2,750             |
| <i>Contractual Services</i>          |                   |                   |                             |                     |                   |
| Professional Services                | -                 | -                 | 62,030                      | 23,750              | 290,000           |
| Telephone                            | 1,327             | 631               | 780                         | 547                 | 577               |
| Maintenance - Utility System         | 39,144            | 22,189            | 17,000                      | 2,500               | 17,000            |
| Utilities                            | 6,174             | 4,239             | 6,200                       | 7,690               | 8,000             |
| Insurance                            | -                 | -                 | 13,800                      | -                   | -                 |
| <i>Commodities</i>                   |                   |                   |                             |                     |                   |
| Operating Supplies                   | 1,487             | 602               | 1,500                       | 1,045               | 1,500             |
| Supplies - Equipment                 | 150               | -                 | 2,500                       | 250                 | 2,000             |
| <i>Capital Outlay</i>                |                   |                   |                             |                     |                   |
| Equipment                            | 794               | 17,423            | -                           | 8,353               | 80,000            |
| Improvements                         | 65,822            | 118,853           | 487,885                     | 492,800             | -                 |
| <i>Other Expenditures</i>            |                   |                   |                             |                     |                   |
| Bank/Investment Fees                 | 2,848             | 3,900             | 3,800                       | 4,923               | 4,189             |
| <b>Total Expenses</b>                | <b>\$ 387,426</b> | <b>\$ 403,015</b> | <b>\$ 930,895</b>           | <b>\$ 876,628</b>   | <b>\$ 761,539</b> |





Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Sewer Fund**

|   | FY2020<br>Actual    | FY2021<br>Actual    | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget    |
|---|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| <b>Operating Income (Loss)</b>              | <b>62,833</b>       | <b>88,812</b>       | <b>(406,535)</b>            | <b>(309,705)</b>    | <b>(122,738)</b>    |
| <b>Other Financing Sources (Uses)</b>       |                     |                     |                             |                     |                     |
| Transfers In                                | -                   | -                   | -                           | -                   | -                   |
| Transfers Out                               | (36,810)            | (44,910)            | (37,970)                    | (37,970)            | (40,000)            |
| Adjustment to Basis of Presentation*        | 11,122              | (57,334)            | -                           | -                   | -                   |
| <b>Total Other Financing Sources (Uses)</b> | <b>\$ (25,688)</b>  | <b>\$ (102,244)</b> | <b>\$ (37,970)</b>          | <b>\$ (37,970)</b>  | <b>\$ (40,000)</b>  |
| <b>Changes in Net Position</b>              | <b>37,145</b>       | <b>(13,432)</b>     | <b>(444,505)</b>            | <b>(347,675)</b>    | <b>(162,738)</b>    |
| <b>Beginning Net Position**</b>             | <b>1,672,924</b>    | <b>1,710,069</b>    | <b>1,696,637</b>            | <b>1,696,637</b>    | <b>1,348,962</b>    |
| <b>Ending Net Position</b>                  | <b>\$ 1,710,069</b> | <b>\$ 1,696,637</b> | <b>\$ 1,252,132</b>         | <b>\$ 1,348,962</b> | <b>\$ 1,186,224</b> |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)

\*\*FY2020 Beginning Net Position as restated



The Information Technology Fund accounted for the costs associated with technology and telecommunications hardware, software, and services. The main revenue sources of this fund consisted of transfers from the Village's General, Water and Sewer Funds. Expenditures of this fund included costs for the ongoing technology operations of the Village, as well as the future replacement and/or enhancement of the Village's technology. The Village outsources its ongoing IT support and technology needs, with general oversight provided by the Village Administrator.

The Information Technology Fund was collapsed in the General Fund at the end of FY2022 and the remaining fund balance was transferred to the General Fund. All future Information Technology costs will be recorded in the General Fund under the Information Technology Department.

The FY2023 budget schedule for this fund can be found on the following page, showing an ending fund balance of -0- based upon a transfer of the remaining fund balance to the General Fund in FY2022.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Information Technology Fund**

|   | FY2020<br>Actual  | FY2021<br>Actual  | FY2022<br>Amended<br>Budget | FY2022<br>Projected | FY2023<br>Budget |
|---|-------------------|-------------------|-----------------------------|---------------------|------------------|
| <b>Revenues</b>                             |                   |                   |                             |                     |                  |
| <i>Miscellaneous Revenues</i>               |                   |                   |                             |                     |                  |
| Interest Income                             | 9,548             | 7,483             | 8,270                       | 7,774               | -                |
| <b>Total Revenues</b>                       | <b>\$ 9,548</b>   | <b>\$ 7,483</b>   | <b>\$ 8,270</b>             | <b>\$ 7,774</b>     | <b>\$ -</b>      |
| <b>Expenses</b>                             |                   |                   |                             |                     |                  |
| <i>Personnel Services</i>                   |                   |                   |                             |                     |                  |
| Salaries Part-Time                          | 5,082             | -                 | -                           | -                   | -                |
| FICA/Medicare Taxes                         | 389               | -                 | -                           | -                   | -                |
| Dues & Subscriptions                        | 1,100             | 1,426             | 1,940                       | 9,000               | -                |
| Training & Travel Expense                   | 10,103            | 4,016             | 1,000                       | 1,000               | -                |
| <i>Contractual Services</i>                 |                   |                   |                             |                     |                  |
| Other Professional Services                 | 99,979            | 127,024           | 111,800                     | 110,000             | -                |
| Telephone                                   | 404               | 432               | 435                         | 435                 | -                |
| Maintenance - Equipment                     | 10,608            | 2,780             | 18,511                      | 16,500              | -                |
| Data Processing Services                    | 162,974           | 154,612           | 206,145                     | 200,000             | -                |
| <i>Commodities</i>                          |                   |                   |                             |                     |                  |
| Operating Supplies                          | 24,245            | 22,755            | 18,000                      | 14,000              | -                |
| Supplies - Equipment                        | -                 | 130               | 70,427                      | 45,000              | -                |
| <i>Capital Outlay</i>                       |                   |                   |                             |                     |                  |
| Equipment                                   | 57,838            | 30,960            | 75,000                      | 60,000              | -                |
| <i>Other Expenditures</i>                   |                   |                   |                             |                     |                  |
| Bank/Investment Fees                        | 633               | 618               | 700                         | 730                 | -                |
| Other Expenses                              |                   |                   |                             | 17,618              |                  |
| <b>Total Expenses</b>                       | <b>\$ 373,355</b> | <b>\$ 344,754</b> | <b>\$ 503,958</b>           | <b>\$ 474,283</b>   | <b>\$ -</b>      |
| <b>Operating Income (Loss)</b>              | <b>(363,807)</b>  | <b>(337,271)</b>  | <b>(495,688)</b>            | <b>(466,509)</b>    | <b>-</b>         |
| <b>Other Financing Sources (Uses)</b>       |                   |                   |                             |                     |                  |
| Transfers In                                | 323,115           | 392,020           | 335,820                     | 275,820             | -                |
| Transfers Out                               | -                 | -                 | -                           | (154,007)           | -                |
| Adjustment to Basis of Presentation*        | 12,303            | (1,919)           | -                           | -                   | -                |
| <b>Total Other Financing Sources (Uses)</b> | <b>335,418</b>    | <b>390,101</b>    | <b>335,820</b>              | <b>121,813</b>      | <b>\$ -</b>      |
| <b>Change in Net Position</b>               | <b>(28,389)</b>   | <b>52,831</b>     | <b>(159,868)</b>            | <b>(344,696)</b>    | <b>-</b>         |
| <b>Beginning Net Position</b>               | <b>320,255</b>    | <b>291,866</b>    | <b>\$ 344,697</b>           | <b>\$ 344,697</b>   | <b>\$ -</b>      |
| <b>Ending Net Position</b>                  | <b>\$ 291,866</b> | <b>\$ 344,697</b> | <b>\$ 184,829</b>           | <b>\$ -</b>         | <b>\$ -</b>      |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)



The Village's sworn Police personnel participate in a single employer-defined benefit plan. The defined benefits and employee and minimum employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3-1) and may only be amended by the Illinois legislature.

The Village accounts for the Police Pension Fund as a pension trust (fiduciary) fund in its annual audited financial statements. The fund is governed by a five-member Police Pension Board. Two members of the Board are appointed by the Mayor upon advice and consent by the Board of Trustees, one retired member is elected by pension beneficiaries, and two active members are elected by active Police union members.

The Police Pension Fund has three funding mechanisms: (1) participating employee contributions of 9.91% of total annual salary (excluding overtime); (2) investment earnings; and (3) a Village contribution based on the results of an independent, annual actuarial valuation.

At the conclusion of FY2022, Police Pension Fund participants were categorized as follows.

| <b>Police Pension Plan Membership</b> |           |           |           |           |           |
|---------------------------------------|-----------|-----------|-----------|-----------|-----------|
|                                       | FY2018    | FY2019    | FY2020    | FY2021    | FY2022    |
| Retirees and Beneficiaries            | 18        | 20        | 20        | 23        | 23        |
| Inactive, Non-Retired Members         | -         | -         | -         | -         | -         |
| Active Members                        | 27        | 26        | 26        | 26        | 27        |
| <b>Total</b>                          | <b>45</b> | <b>45</b> | <b>46</b> | <b>46</b> | <b>50</b> |

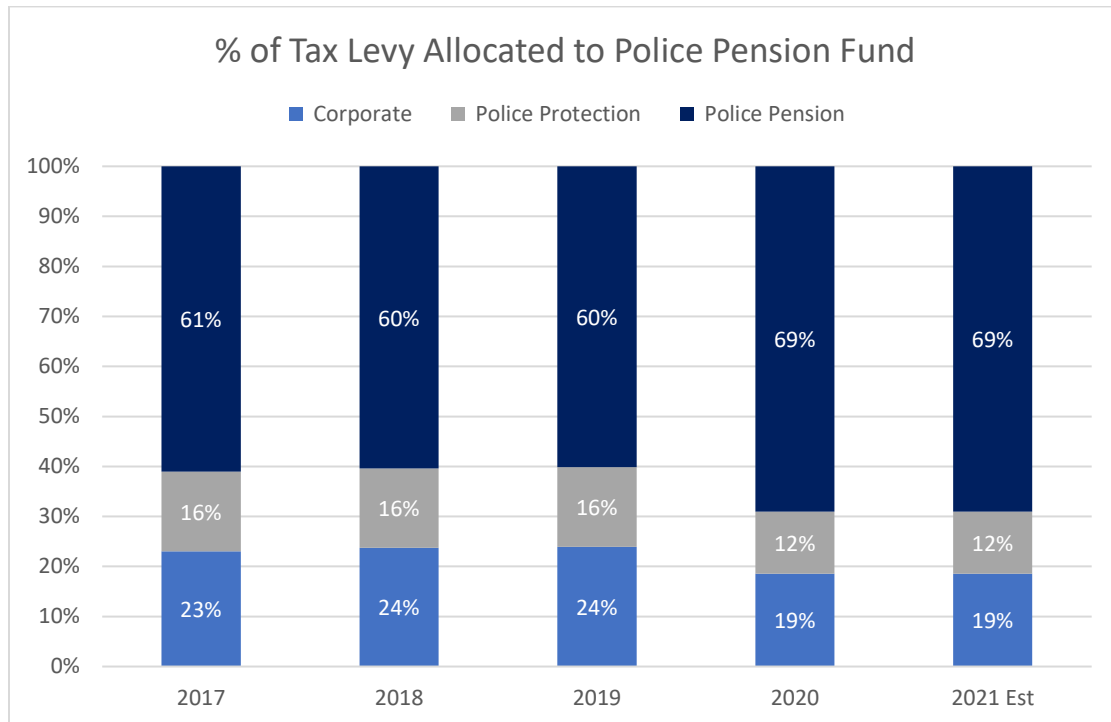
The Village's annual property tax levy provides the funding for the Village's contribution of the Police Pension Fund. The formal funding policy that currently exists between the Police Pension Fund and the Village states that the Village will annually contribute 100% of the Illinois statutory minimum requirement as calculated by an independent actuary. While the pension portion of the Village's levy is not tax capped, a growing contribution to the Police Pension Fund encumbers the overall amount of the Village's annual levy. Below is a summary of Village contributions from FY2018 – FY2023.

| <b>Village Annual Contribution</b> |           |                     |          |
|------------------------------------|-----------|---------------------|----------|
| Fiscal Year                        | Amount    | Increase/(Decrease) | % Change |
| FY2023                             | \$923,961 | \$13,655            | 1.50%    |
| FY2022                             | \$910,306 | \$132,909           | 17.0%    |
| FY2021                             | \$778,097 | \$19,592            | 2.6%     |
| FY2020                             | \$758,505 | \$9,840             | 1.3%     |
| FY2019                             | \$748,665 | (\$32,048)          | -4.1%    |
| FY2018                             | \$780,713 | \$82,929            | 11.9%    |

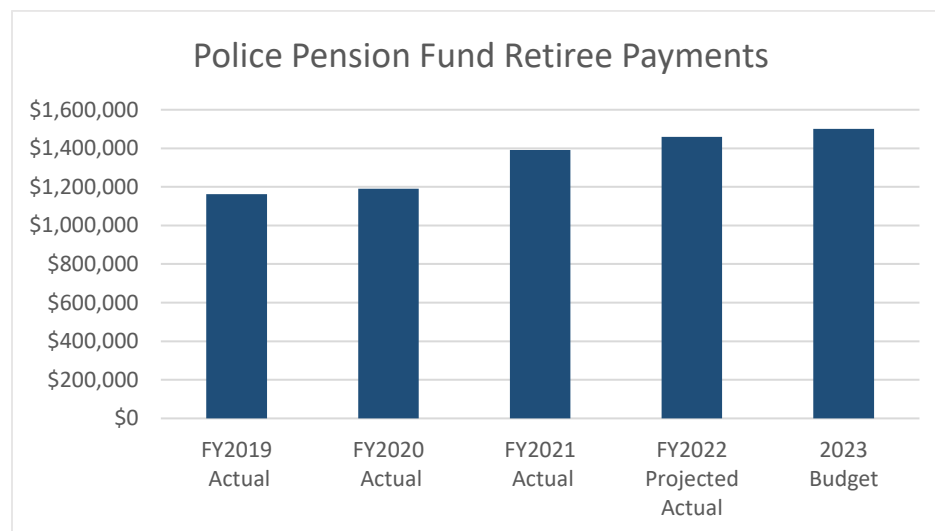
While current policy requires that the Village contribute the statutory minimum to the Police Pension Fund, the FY2023 contribution of \$923,961 reflects a contribution approximately \$24,000 greater than the statutory minimum requirement.



Below is a summary of the last five levy years. The Police Pension Levy for the 2021 Tax Levy is estimated to be 69% of the Village's total Levy of \$1,340,690.



Pension payments to retirees have grown approximately 19.1% when comparing FY2019 to FY2023, as shown below. This increase in payments is a result of four additional retirees since FY2018, as well as the 3.0% annual statutory increase in pension payments.



| FY2019 Actual | FY2020 Actual | FY2021 Actual | FY2022 Projected | FY2023 Budget |
|---------------|---------------|---------------|------------------|---------------|
| \$1,162,398   | \$1,190,726   | \$1,391,152   | \$1,459,927      | \$1,501,125   |

The FY2022 Police Pension Fund budget can be found on the following page.



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**Police Pension Fund**

|  | FY2020<br>Actual     | FY2021<br>Actual     | FY2022<br>Amended<br>Budget | FY2022<br>Projected  | FY2023<br>Budget     |
|--|----------------------|----------------------|-----------------------------|----------------------|----------------------|
| <b>Revenues</b>                              |                      |                      |                             |                      |                      |
| <i>Miscellaneous Revenues</i>                |                      |                      |                             |                      |                      |
| Interest Income                              | \$ 549,986           | \$ 497,279           | \$ 370,000                  | \$ 1,037,358         | \$ 194,397           |
| Employee Contributions                       | 248,670              | 244,568              | 263,940                     | 259,211              | 272,743              |
| Employer Contributions                       | 758,505              | 778,098              | 910,306                     | 910,306              | 923,961              |
| <b>Total Revenues</b>                        | <b>\$ 1,557,161</b>  | <b>\$ 1,519,945</b>  | <b>\$ 1,544,246</b>         | <b>\$ 2,206,875</b>  | <b>\$ 1,391,101</b>  |
| <b>Expenditures</b>                          |                      |                      |                             |                      |                      |
| <i>Personnel Services</i>                    |                      |                      |                             |                      |                      |
| Dues & Subscriptions                         | 795                  | 795                  | 795                         | 795                  | 795                  |
| Training & Travel Expense                    | 2,632                | 400                  | 2,650                       | -                    | -                    |
| <i>Contractual Services</i>                  |                      |                      |                             |                      |                      |
| Legal Services                               | -                    | 11,788               | 2,900                       | 2,650                | 2,500                |
| Postage                                      | 5                    | 125                  | 100                         | 31                   | 27                   |
| Actuarial Services                           | 3,497                | 9,102                | 4,000                       | 8,940                | -                    |
| Annual Filing Fee                            | 3,612                | 4,529                | 3,900                       | 3,783                | 4,000                |
| <i>Other Expenditures</i>                    |                      |                      |                             |                      |                      |
| Bank/Investment Fees                         | 47,247               | 53,522               | 55,080                      | 59,500               | 60,000               |
| Pension/Disability Payments                  | 1,190,726            | 1,391,152            | 1,458,280                   | 1,459,927            | 1,501,125            |
| Pension Refunds                              | 5,044                | 4,616                | -                           | -                    | -                    |
| Other Expenses                               | -                    | 8,300                | -                           | -                    | -                    |
| <b>Total Expenditures</b>                    | <b>\$ 1,253,557</b>  | <b>\$ 1,484,328</b>  | <b>\$ 1,527,705</b>         | <b>\$ 1,535,626</b>  | <b>\$ 1,568,447</b>  |
| <b>Excess (Deficiency) of</b>                |                      |                      |                             |                      |                      |
| <b>Revenues Over Expenses:</b>               | <b>\$ 303,603</b>    | <b>\$ 35,616</b>     | <b>\$ 16,541</b>            | <b>\$ 671,249</b>    | <b>\$ (177,346)</b>  |
| <b>Other Financing Sources (Uses):</b>       |                      |                      |                             |                      |                      |
| Fund Balance Transfers In                    | -                    | -                    | -                           | -                    | -                    |
| Fund Balance Transfers (Out)                 | -                    | -                    | -                           | -                    | -                    |
| Adjustment to Basis of Presentation*         | (257,722)            | 4,675,351            | -                           | -                    | -                    |
| <b>Total Other Financing Sources (Uses):</b> | <b>\$ (257,722)</b>  | <b>\$ 4,675,351</b>  | <b>\$ -</b>                 | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>Change in Fiduciary Net Position</b>      | <b>45,881</b>        | <b>4,710,967</b>     | <b>16,541</b>               | <b>671,249</b>       | <b>(177,346)</b>     |
| <b>Beginning Net Position</b>                | <b>18,869,020</b>    | <b>18,914,901</b>    | <b>23,625,869</b>           | <b>23,625,869</b>    | <b>24,297,117</b>    |
| <b>Ending Net Position</b>                   | <b>\$ 18,914,901</b> | <b>\$ 23,625,869</b> | <b>\$ 23,642,410</b>        | <b>\$ 24,297,117</b> | <b>\$ 24,119,771</b> |

\*Represents the difference in basis of presentation between the audited financial statements and the budget (see Basis of Presentation)



**Village of Burr Ridge, Illinois**  
**Fiscal Year 2023 Budget**  
**Employee Salary Schedule by Department**

| Title                            | FY2022<br>Amended<br>Budget | FY2022<br>Projected<br>Activity | FY2023<br>Proposed<br>Budget |
|----------------------------------|-----------------------------|---------------------------------|------------------------------|
| <b>Boards and Commissions</b>    |                             |                                 |                              |
| Village Mayor                    | 12,000                      | 6,000                           | 6,000                        |
| Village Trustee (6)              | 18,000                      | 18,000                          | 18,000                       |
| Village Clerk                    | 4,800                       | 4,800                           | 4,800                        |
| Fire/Police Commission Clerk     | 1,614                       | 1,614                           | 1,646                        |
| <b>Administration Department</b> |                             |                                 |                              |
| Village Administrator            | 125,000                     | 160,000                         | 160,000                      |
| Executive Assistant              | 70,779                      | 76,128                          | 58,000                       |
| Deputy Village Clerk             | 49,178                      | 48,690                          | 55,000                       |
| Management Analyst               | 58,898                      | -                               | -                            |
| Community Engagement Analyst     | 64,257                      | 58,300                          | 64,276                       |
| Administrative Assistant         | 14,985                      | 15,600                          | 20,000                       |
| Administrative Assistant         | 15,461                      | -                               | 21,500                       |
| Communications & Event Assistant | -                           | -                               | 19,980                       |
| Planner                          | 2,917                       | -                               | -                            |
| <b>Finance Department</b>        |                             |                                 |                              |
| Finance Director                 | 139,927                     | -                               | -                            |
| Assistant Finance Director       | 94,625                      | -                               | -                            |
| Accounting Analyst               | 60,318                      | 69,000                          | 73,795                       |
| Accounting Specialist            | 46,202                      | 60,000                          | 60,390                       |
| Accounting Specialist            | 18,327                      | -                               | -                            |
| <b>Police Department</b>         |                             |                                 |                              |
| Police Chief                     | 146,927                     | 147,651                         | 153,651                      |
| Deputy Chief                     | 128,413                     | 129,045                         | 135,045                      |
| Deputy Chief                     | -                           | -                               | 131,833                      |
| Police Sergeant                  | 121,898                     | 118,348                         | 125,555                      |
| Police Sergeant                  | 116,919                     | 113,174                         | 118,969                      |
| Police Sergeant                  | 116,919                     | 113,174                         | 118,969                      |
| Police Sergeant                  | 121,898                     | 118,348                         | 110,937                      |
| Police Sergeant                  | 112,344                     | 108,943                         | 114,311                      |
| Executive Assistant              | 55,958                      | 55,677                          | 61,244                       |
| Records Specialist II            | 66,921                      | -                               | -                            |
| Police Data Clerk I              | -                           | 41,281                          | 45,513                       |
| Records Specialist I             | 41,079                      | 42,210                          | 46,114                       |
| Records Specialist I             | 41,079                      | -                               | -                            |
| Police Officer                   | 101,779                     | 101,779                         | 104,578                      |
| Police Officer                   | 101,779                     | 101,779                         | 104,578                      |



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
*Employee Salary Schedule by Department*

| Title                                  | FY2022<br>Amended<br>Budget | FY2022<br>Projected<br>Activity | FY2023<br>Proposed<br>Budget |
|--|-----------------------------|---------------------------------|------------------------------|
| Police Officer                         | 101,779                     | 101,779                         | 104,578                      |
| Police Officer                         | 101,779                     | 101,779                         | 104,578                      |
| Police Officer                         | 101,779                     | 101,779                         | 72,124                       |
| Police Officer                         | 101,779                     | 101,779                         | 104,578                      |
| Police Officer                         | 101,779                     | 101,779                         | 104,578                      |
| Police Officer                         | 101,779                     | 101,779                         | 104,578                      |
| Police Officer                         | 101,779                     | 89,935                          | 95,113                       |
| Police Officer                         | 88,619                      | 93,884                          | 97,142                       |
| Police Officer                         | 88,619                      | 89,935                          | 91,056                       |
| Police Officer                         | 97,174                      | 70,194                          | 72,227                       |
| Police Officer                         | 94,542                      | 97,832                          | 103,902                      |
| Police Officer                         | 72,497                      | 74,142                          | 76,181                       |
| Police Officer                         | 78,091                      | -                               | 72,124                       |
| Police Officer                         | 73,813                      | 74,142                          | 79,901                       |
| Police Officer                         | 70,194                      | 70,194                          | 72,124                       |
| Police Officer                         | 70,194                      | 70,194                          | 72,124                       |
| Police Officer                         | 72,826                      | 74,142                          | 74,491                       |
| Police Officer                         | 73,813                      | 74,142                          | 79,901                       |
| Community Service Officer              | -                           | 57,013                          | 62,572                       |
| <b>Public Works Department</b>         |                             |                                 |                              |
| Public Works Director                  | 146,927                     | 147,651                         | 153,151                      |
| Community Development Director         | -                           | 120,016                         | 120,016                      |
| Assistant to the Public Works Director | -                           | 58,675                          | 64,396                       |
| Project Engineer/Development           | 101,249                     | 101,748                         | 107,248                      |
| Permit Technician                      | 55,067                      | 57,247                          | 63,544                       |
| Crew Leader/Supervisor                 | 92,213                      | -                               | -                            |
| Public Works Operations Supervisor     | 91,251                      | 90,456                          | 98,133                       |
| Land & Forestry Supervisor             | 76,633                      | 76,343                          | 85,000                       |
| Water & Wastewater Supervisor          | 82,968                      | 89,981                          | 95,481                       |
| Assistant Water Operator               | 54,085                      | 57,262                          | 55,572                       |
| General Utility Worker II              | 73,067                      | 69,888                          | 75,076                       |
| General Utility Worker II              | 65,803                      | 62,629                          | 68,029                       |
| General Utility Worker II              | 68,027                      | -                               | -                            |
| General Utility Worker I               | 64,846                      | 62,026                          | 66,629                       |
| General Utility Worker I               | 49,909                      | 46,010                          | 48,854                       |
| General Utility Worker I               | 53,886                      | 50,586                          | 55,368                       |
| General Utility Worker I               | 54,482                      | 50,586                          | 55,980                       |





Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
*Employee Salary Schedule by Department*

| Title                    | FY2022<br>Amended<br>Budget | FY2022<br>Projected<br>Activity | FY2023<br>Proposed<br>Budget |
|--------------------------|-----------------------------|---------------------------------|------------------------------|
| General Utility Worker I | 49,764                      | 46,010                          | 51,611                       |
| General Utility Worker I | -                           | 46,010                          | 50,414                       |
| General Utility Worker I | -                           | 46,010                          | 52,702                       |
| General Utility Worker I | -                           | -                               | 50,983                       |
| Records Specialist       | 18,437                      | 38,337                          | 21,978                       |
| Intern                   | 7,493                       | 31,200                          | 14,985                       |
| Building Assistant       | -                           | -                               | 20,000                       |
| General Utility I (PT)   | 19,065                      | 39,104                          | 22,098                       |
| Seasonal                 | -                           | -                               | 22,000                       |



Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**2021 Principal Property Tax Payers**

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| <b>Tax Payer</b>       | <b>Taxable<br/>Assessed Value</b> | <b>Rank</b> | <b>Percentage of Total<br/>Village Taxable<br/>Assessed Value</b> |
|------------------------|-----------------------------------|-------------|---|
| HTA Burr Ridge         | \$17,211,212                      | 1           | 1.36%   |
| BRVC Owner LLC         | \$11,112,568                      | 2           | 0.88%   |
| Burr Ridge Parkeay     | \$11,073,224                      | 3           | 0.87%   |
| Sidra Burr Ridge LLC   | \$9,476,126                       | 4           | 0.75%   |
| Life Time Fitness 130  | \$7,578,162                       | 5           | 0.60%   |
| Case Corp              | \$7,466,890                       | 6           | 0.59%   |
| S-K Burr Ridge Res LLC | \$7,449,480                       | 7           | 0.59%   |
| Reegs Prps LB CBRE     | \$7,263,058                       | 8           | 0.57%   |
| BJF Estancia LLC       | \$6,947,440                       | 9           | 0.55%   |
| King Bruwaert Woods    | \$6,520,038                       | 10          | 0.51%   |
|                        | <b><u>\$92,098,198</u></b>        |             | <b><u>7.27%</u></b>   |

*Data Source: Village of Burr Ridge 2021 Disclosure - GO Refunding Bonds, Series 2017*



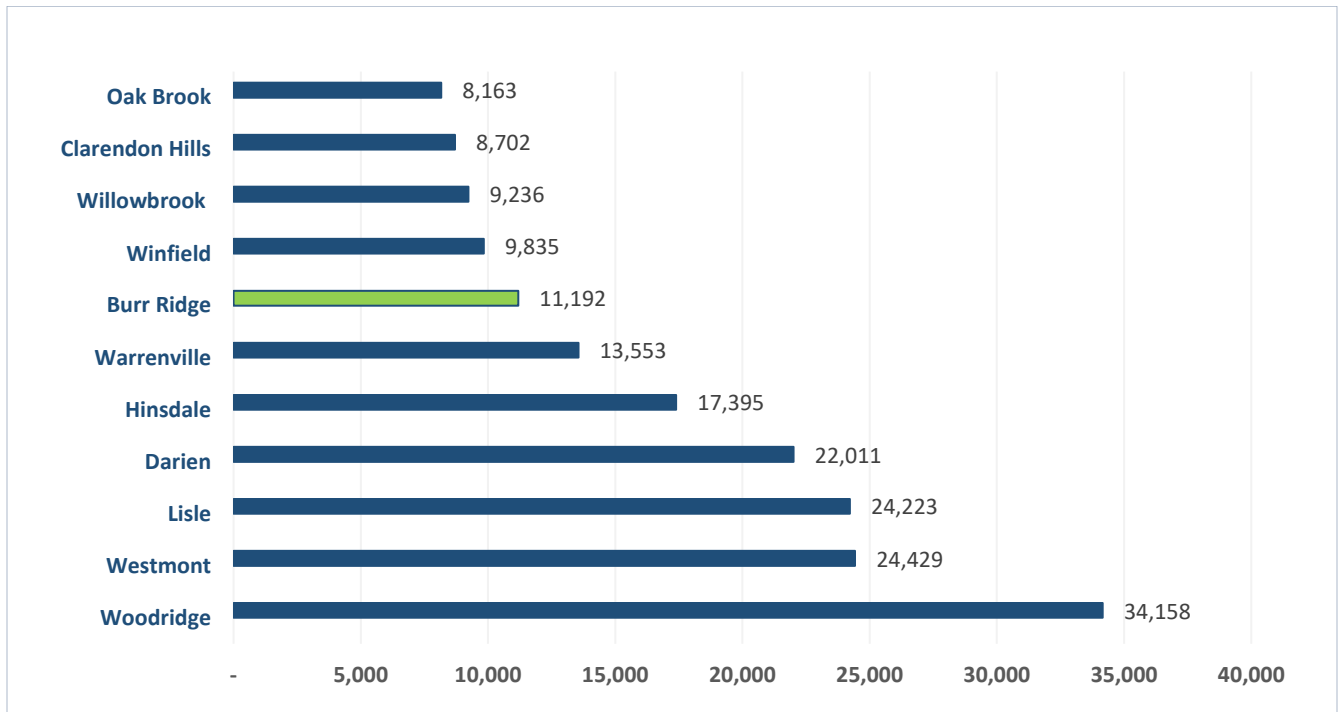
Village of Burr Ridge, Illinois  
Fiscal Year 2023 Budget  
**2021 Principal Employers**

| Employer                          | Number of<br>Employees | Rank | Percentage of<br>Total Village<br>Employment |
|-----------------------------------|------------------------|------|--|
| CNH Industrial America LLC (Case) | 800                    | 1    | 12.74%                                       |
| TCF National Bank                 | 300                    | 2    | 4.78%  |
| Mars Chocolate North America      | 250                    | 3    | 3.98%  |
| CPC Logistics, Inc.               | 237                    | 4    | 3.77%  |
| Linde, Inc.                       | 200                    | 5    | 3.19%  |
| Loomis Armored US, Inc.           | 150                    | 6    | 2.39%  |
| BankFinancial Corporation         | 120                    | 7    | 1.91%  |
| BGRS, LLC                         | 120                    | 8    | 1.91%  |
| The Mx Group                      | 115                    | 9    | 1.83%  |
| Bronson & Bratton                 | 110                    | 10   | 1.75%  |
|                                   | <b>6,279</b>           |      | <b>38.25%</b>                                |

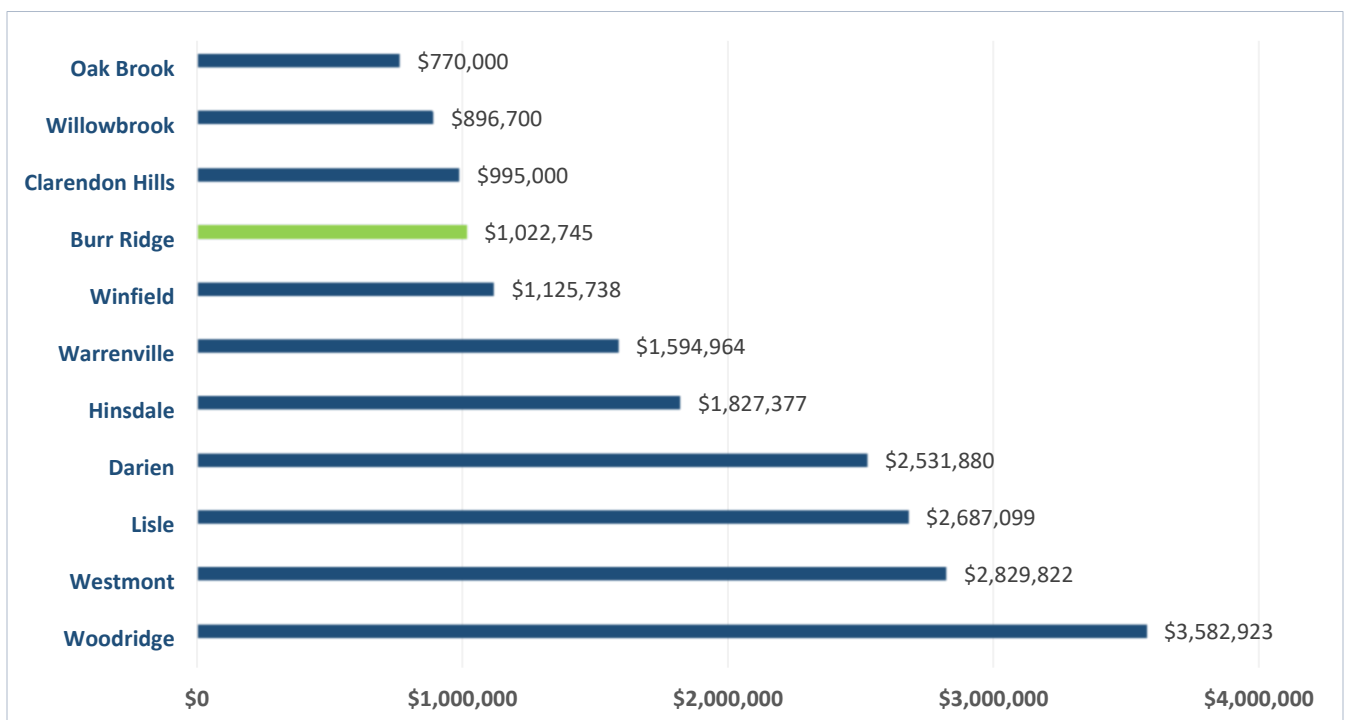
*Data Source: 2021 Illinois Services Directory & 2021 Manufacturers Directory*



## Population

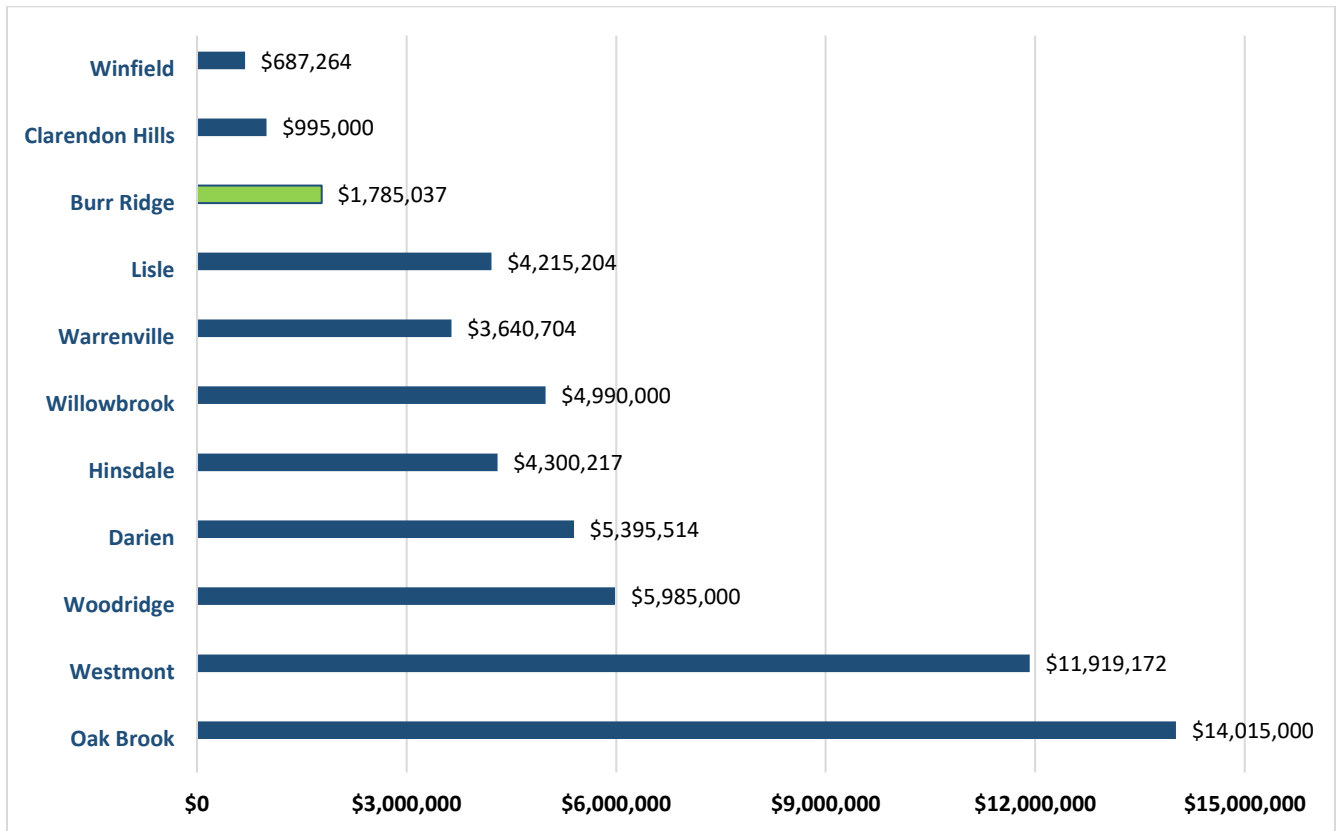


## Income Tax Revenue

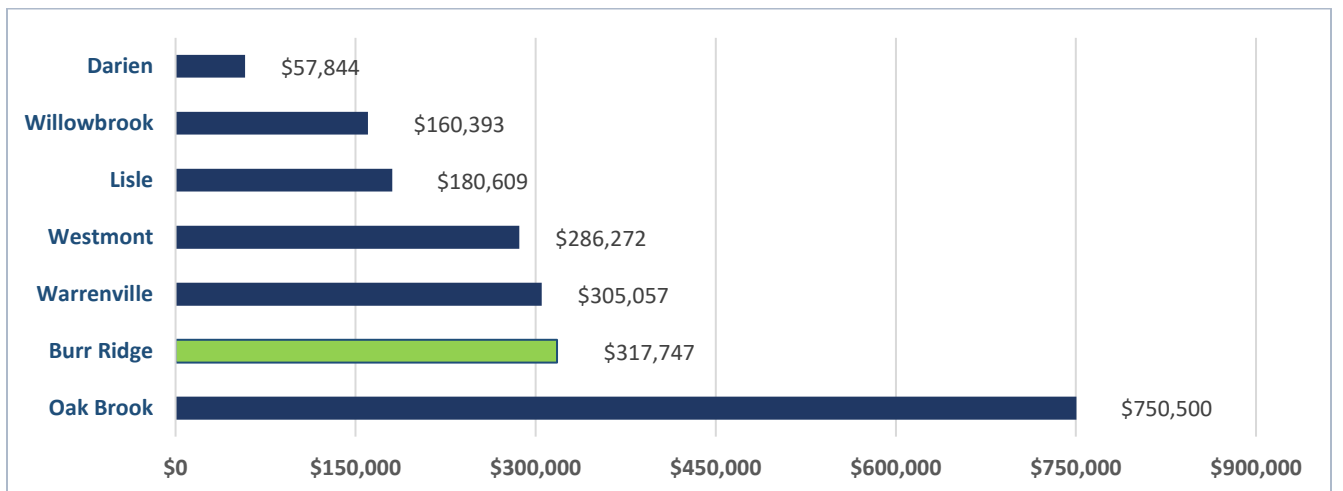




### ***Sales Tax Revenue***

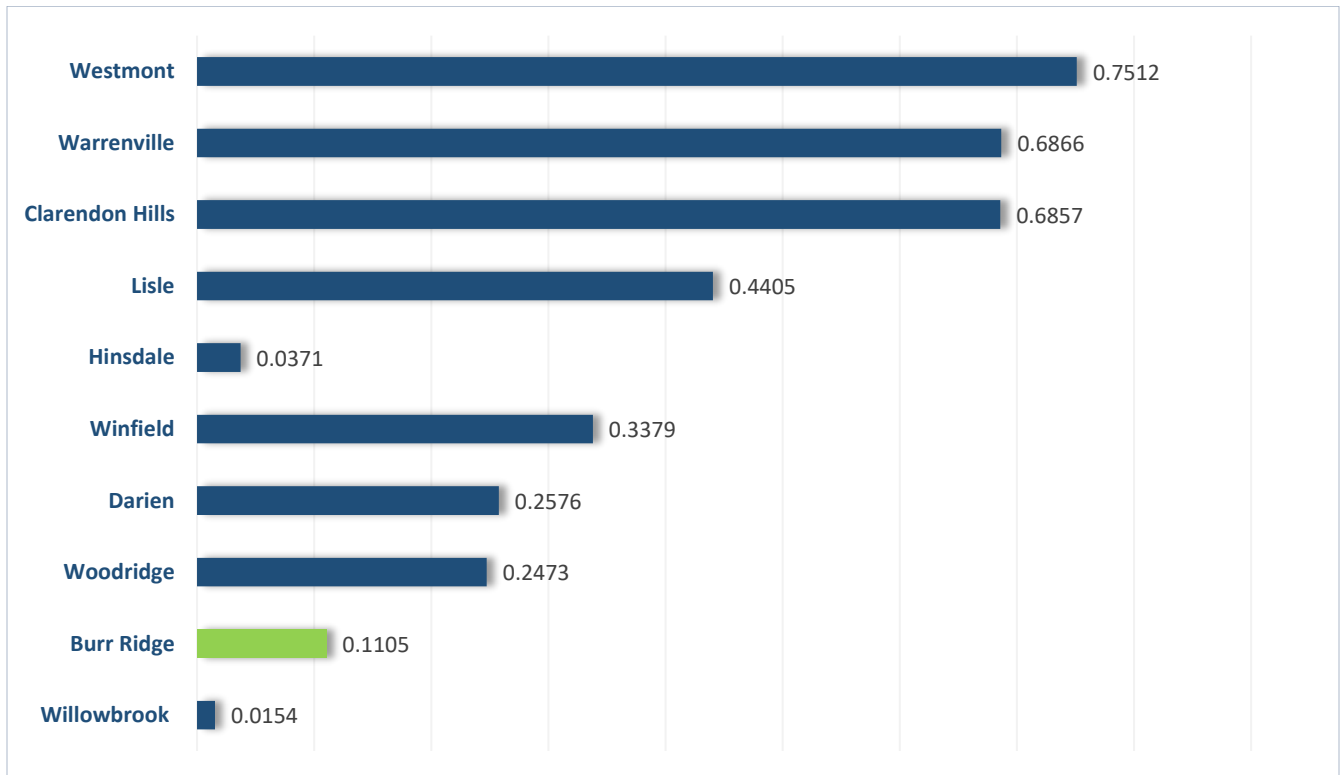


### ***Hotel Motel Tax Revenue***





### ***Property Tax Rates***





**ARPA:** American Rescue Plan Act. This act was signed into law to provide for COVID-19 related relief, as well as economic stimulus.

**CALEA:** The Commission on Accreditation for Law Enforcement Officers. Credentialing authority through the joint efforts of law enforcement's major executive associations. The CALEA Accreditation program seals are reserved for use by those public safety agencies that have demonstrated compliance with CALEA Standards and have been awarded CALEA Accreditation by the Commission.

**CARES Act:** Coronavirus Aid, Relief, and Economic Security Act. This act was created by the Treasury Department to provide payments to State and Local governments navigating the impact of the COVID-19 pandemic.

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

**CPI:** Consumer Price Index

**EAV:** Equalized assessed valuation. The equalized assessed value, or EAV, is the result of applying the state equalization factor to the assessed value of a parcel of property. Tax bills are calculated by multiplying the EAV (after any deductions for homesteads) by the tax rate.

**FEMA:** Federal Emergency Management Agency

**FICA:** Federal Insurance Contribution Act. FICA tax is a tax levied in equal amounts on employees and employers to fund old-age, survivors, and disability claims. This tax is composed of two elements: 6.2% Social Security tax and 1.45% Medicare tax.

**FY:** Fiscal Year. Declared twelve-month accounting period designated May 1 – April 30.

**GAAP:** Generally Accepted Accounting Principles. 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.

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

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

**IDOT:** Illinois Department of Transportation. The Department responsible for planning, construction, and maintenance of Illinois' transportation network which encompasses, highways and bridges, airports, public transit, rail freight and rail passenger systems.

**IML:** Illinois Municipal League. Established in 1914, the League offers membership to any city, village, or incorporated town in the state of Illinois and provides a common meeting ground, provides a formal voice for municipalities, promotes competence and integrity in government, and offers programs that provide knowledge, experience, and assistance for municipal officials.



**IMRF:** Illinois Municipal Retirement Fund. Established in 1941, a program that provides employees of local governments and school districts in Illinois with a sound and efficient system for payment of retirement disability, and death benefits.

**IPBC:** Intergovernmental Personnel Benefit Cooperative. IPBC is a cooperative entity established to jointly administer some or all the personnel benefit programs offered by its members to their employees and retirees. The Village's HMO Medical benefits for employees and retirees are provided through this entity.

**IRMA:** Intergovernmental Risk Management Agency. A member-owned self-governed risk pool providing insurance coverage, claims administration, litigation management, and risk management services to assist members in preventing losses and reducing their overall cost of risk, at substantial savings to public entities.

**LGDF:** Local Government Distributive Fund. Illinois municipalities and counties receive a percentage of total state income tax revenues through this fund on a per capita basis.

**LPR:** License Plate Recognition. A system which provides real time alerts to patrol officers.

**MFT:** Motor Fuel Tax; a revenue collected on a per capita basis. Since October 1, 1977, Illinois has imposed a motor fuel use tax on fuel used by interstate commercial motor vehicles. The Illinois Department of Revenue collects funds annually to help, in part, build and maintain roads and highways. Programs such as railroad crossing protection, boating safety, and vehicle emission testing also benefit from motor fuel taxes.

**OPEB:** Other Post-Employment Benefits. The Village's defined benefit OPEB plan, provides for all permanent full-time general and public safety employees of the Village. The plan provides eligible retirees coverage; however, they pay 100% of the premium cost. Coverage ends when the retiree stops paying for it.

**PT:** Part Time. An employee who is employed in a position that requires the performance of duty for less than one thousand hours per year. An employee who is hired for a specific position with no specific date upon which employment ends.

**PPE:** Personal Protective Equipment

**RMS:** Records Management System





## **A**

**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:** Revenues are recognized in the accounting period they are earned and become measurable. Expenses are recognized in the accounting period in which the liability is incurred.

**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 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.

## **B**

**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.

## **C**

**Capital Assets:** Assets of significant value with a useful life of several years. Capital assets are also known as fixed assets. Tangible or intangible assets such as land, easements, buildings, vehicles, equipment, machinery, infrastructure, and improvements to any of these items used in the operation of the Village.

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

**Capital Outlay/Expenditure:** Expenditures that 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 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 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.

## **D**

**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 Fund:** 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 expenditures by Village operating departments.

## **E**

**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 like 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 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.

## **F**

**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 (held more than one year) 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

**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.

## **G**

**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 accounted for in another fund.

**General Obligation Bonds:** Bonds that finance a variety of public projects such as streets, buildings, and improvements. Repayment of the bonds is typically from property taxes. The Village pledges to repay this municipal bond and the bond is backed with the full faith and credit of the Village.

**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.

## **I**

**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.

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

## **L**

**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.



## **M**

**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.

## **O**

**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.

## **P**

**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.

## **R**

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

**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.

**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.

## **S**

**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.

## **T**

**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.

## **U**

**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.