



VILLAGE OF BURR RIDGE, ILLINOIS
ANNUAL BUDGET
MAY 1, 2021 – APRIL 30, 2022



VILLAGE OF
BURR RIDGE
A VERY SPECIAL PLACE



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The FY2022 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 2022 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.

Introduction

The Introduction section contains the Budget Message from the Village Administrator and Finance Director that provides a broad overview of the FY2022. Budget, factors, assumptions, and trends considered when compiling the budget, FY2021 highlights, and FY2022 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.

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 that provides 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 outstanding debt and an analysis of the Village's Water Fund is also included in this section.

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 | ✓ Buildings & Grounds |
| ✓ Central Services | ✓ Finance | |
| ✓ Police | ✓ Public Works | |

Information presented for each department includes (1) the Department's mission statement and objectives, (2) organizational chart, (3) FY2021 highlights and accomplishments, (4) FY2022 strategic goals, (5) performance measures, and (6) a summary of department expenditures by type with a comparison to prior years.



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	
	Equipment Replacement		Sewer	
	Storm Water Management			

Appendix

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



Distinguished Budget Presentation Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Burr Ridge for its annual budget for fiscal year beginning May 1, 2020. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, operations guide, financial plan and communication device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine eligibility for another award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

***Distinguished
Budget Presentation
Award***

PRESENTED TO

Village of Burr Ridge

Illinois

For the Fiscal Year Beginning

May 1, 2020

A handwritten signature in black ink that reads 'Christopher P. Morill'.

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 (Village-wide) 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 R. Franzese, Jr

Term Expires May 2025

Anita Mital

Term Expires May 2025

Albert J. 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 B. Walter, Interim Village Administrator

Amy Nelson, CPA, Acting Finance Director

John W. Madden, Chief of Police

David T. Preissig, P.E., Public Works Director

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 (now known as CNH)—in 1956, by 143 total 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 of its residents in 1984. After the residential



growth of the late 20th-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, close proximity to downtown Chicago and Midway and O’Hare Airport, low taxes, and access to

Lake Michigan water. Despite its economic development, 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

10,376

Population

3,950

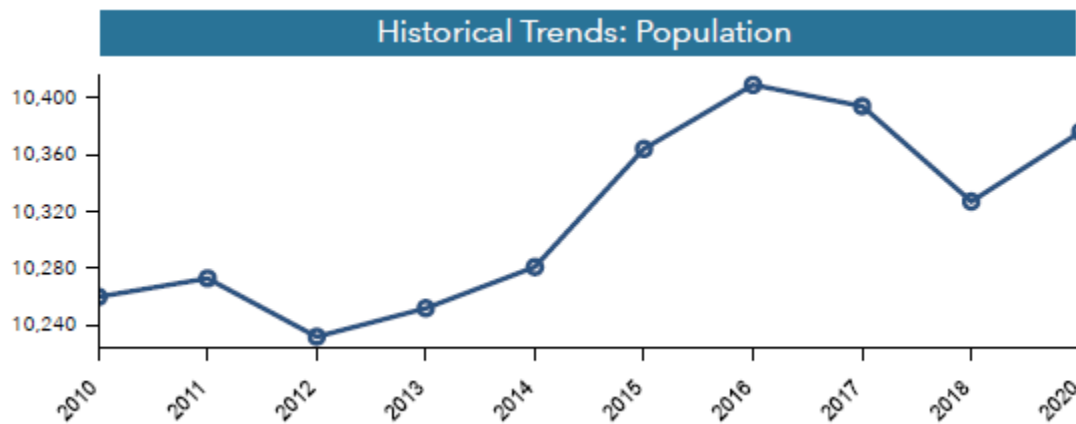
Households

2.58

Avg Size
Household

53.6

Median
Age



POPULATION BY GENERATION



13.2%

Greatest Gen:
Born 1945/Earlier



33.3%

Baby Boomer:
Born 1946 to 1964



17.2%

Generation X:
Born 1965 to 1980



16.1%

Millennial:
Born 1981 to 1998



17.6%

Generation Z:
Born 1999 to 2016



2.5%

Alpha: Born
2017 to Present



Community Profile and Demographics

\$150,589

Median
Household Income

\$620,384

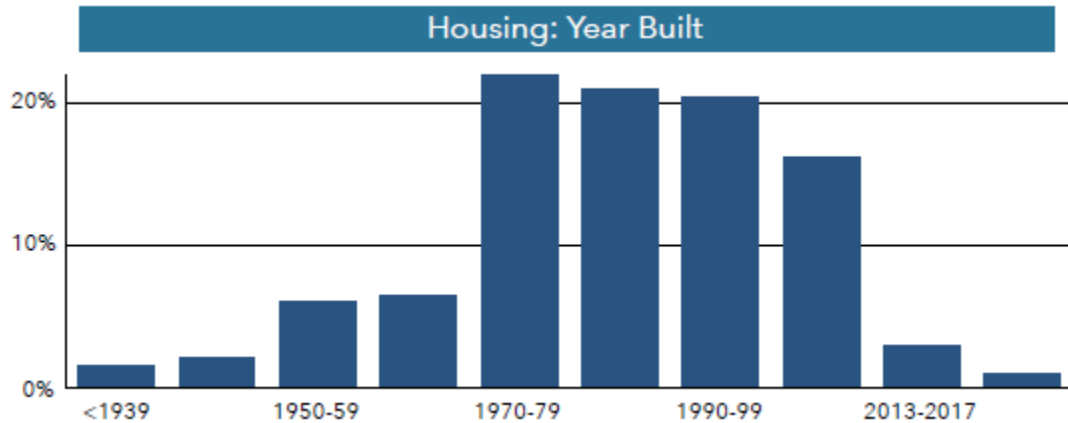
Median
Home Value

367

Wealth
Index

118

Housing
Affordability



MORTGAGE INDICATORS



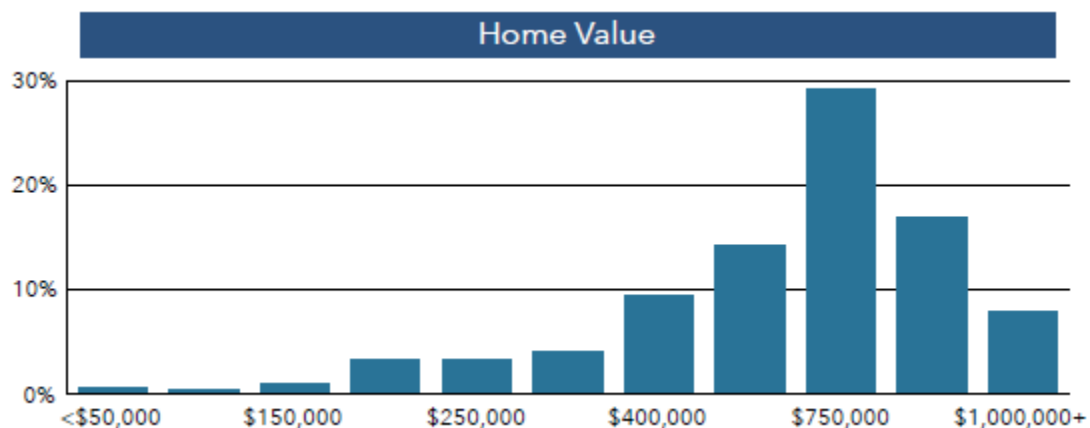
\$27,340

Avg Spent on Mortgage &
Basics



17.2%

Percent of Income for
Mortgage





Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Community Profile and Demographics



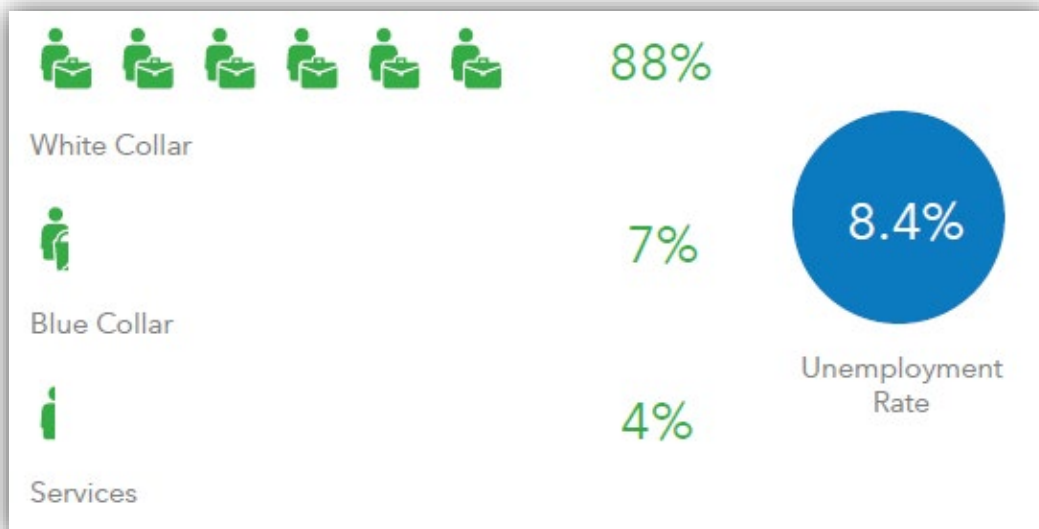
826

Total Businesses



10,476

Total Employees



No High School Diploma



11%

High School Graduate



21%

Some College



65%

Bachelor's/Grad/Prof Degree



\$150,589

Median Household
Income



\$80,352

Per Capita Income



\$1,291,929

Median Net Worth

Households By Income

The largest group: \$200,000+ (37.3%)

The smallest group: \$25,000 - \$34,999 (2.6%)

Indicator ▲	Value	Diff	
<\$15,000	4.2%	-6.6%	<div></div>
\$15,000 - \$24,999	3.8%	-5.2%	<div></div>
\$25,000 - \$34,999	2.6%	-5.8%	<div></div>
\$35,000 - \$49,999	6.5%	-4.8%	<div></div>
\$50,000 - \$74,999	9.3%	-6.9%	<div></div>
\$75,000 - \$99,999	7%	-4.4%	<div></div>
\$100,000 - \$149,999	16.4%	+1.1%	<div></div>
\$150,000 - \$199,999	12.9%	+5.2%	<div></div>
\$200,000+	37.3%	+27.4%	<div></div>

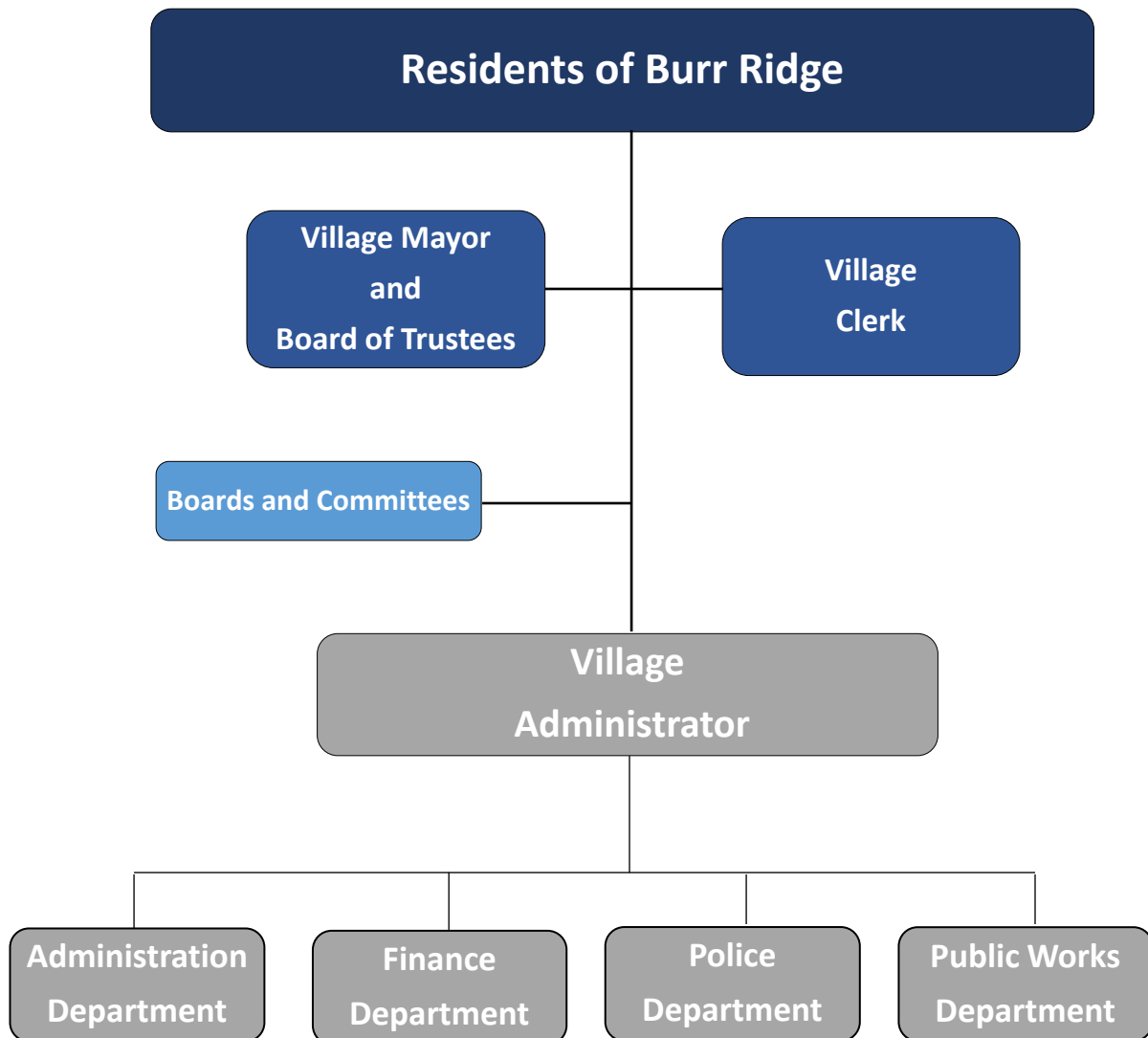
Bars show deviation from

Cook County



The FY2022 budget is based on the following strategic priority areas defined by the Village Board of Trustees. After each municipal election, the Village Board holds a strategic planning session to determine its strategic goals for the subsequent two years. Based upon these priorities, 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.





Legend:

Elected Officials

Appointed Members

Village Executive Staff



April 26, 2021

Honorable Mayor and Board of Trustees:

Attached for your review and consideration is the budget of revenues and corresponding expenditures for the Fiscal Year 2022 (May 1, 2021 - April 30, 2022). The budget represents the proposed financial plan of the Village for the coming Fiscal Year, serving as a policy document, operational guide, and communications device. The budget provides the foundation for the Village to operate within available revenue sources, as well as address the Village's personnel, operations, fleet, and capital needs.

Budget Factors, Assumptions and Planning

The Village is committed to the health and safety of the community; all goals, projects, and expenditures strive to maintain this commitment through delivery of high-quality Village services. Each department head submits their respective budget along with short-term and long-term goals for the upcoming budget, which are then prioritized by need with necessary funding identified to allow for their inclusion in the budget. Key financial and strategic guidelines followed when compiling the FY2022 budget include:

- ✓ Revenues shall exceed operational expenditures in the General Fund
- ✓ Priority-based budgeting shall be employed to drive expenditure reductions without affecting service levels
- ✓ The budget document was redesigned to promote ease of use and public understanding

Fiscal Year 2021 Highlights

The FY2021 budget was adopted one month after the pandemic began. Capital spending was delayed, operating expenditures were reduced, and revenues were closely monitored. Despite the challenges, the Board and staff accomplished many goals in FY2021. A few notable highlights are as follows:

- ✓ **COVID-19 Business Support.** A multi-facet recovery program, including the Tourism Recovery Program, Liquor and Business License Rebate Program, and the Outdoor Dining Tent Rental Program, was created to aid Village businesses during the COVID-19 pandemic (Strategic Priority: Contribute to Prosperous Economic Development).
- ✓ **Village Center Redevelopment.** The Village granted preliminary approval to the Village Center to permit additional uses in different locations at the property while also partially closing Village Center Drive to create an outdoor pedestrian plaza to be used for dining and entertainment. Due to these changes, Village Center projects to open three new restaurants and seven new total tenants in 2021 (Strategic Priority: Contribute to Prosperous Economic Development).
- ✓ **Administrative Adjudication.** The first Administrative Adjudication program was created, streamlining the process for resolving civil matters, such as traffic and code compliance violations (Strategic Priority: Deliver High Quality Village Services).
- ✓ **Implement the Flock Wing Safety Program.** Through the work of the Police Department, the Village became the first community in Illinois to adopt the innovative Flock Wing Safety Program, which allowed for 42 existing subdivision cameras to become smart-LPR enabled, creating a force multiplier in monitoring for wanted or stolen vehicles (Strategic Priority: Protect Public Health and Safety).



Current Financial Environmental Factors

Local

The Village is experiencing sustained upward pressure on wages, capital, and Police Pension costs, combined with declines in several key sources of revenue, such as Places of Eating, Hotel/Motel, and Telecommunications taxes. As these trends continue, conservative spending and maintaining flexibility in planning infrastructure projects becomes increasingly important to ensure that the Village can adapt to any economic or environmental impact to the amount of resources available to conduct operations. Additionally, opportunities to make structural changes in staffing and service delivery will continue to be evaluated to alleviate long-term salary and benefit costs. Staff took a conservative approach when forecasting FY2022 revenues, understanding that the Village will likely not observe revenues returning to pre-pandemic growth projections during FY2022.

State

Governor JB Pritzker, in his FY2022 State Budget Address, proposed a 10% reduction in Local Government Distributive Fund (LGDF) allocations to municipalities and counties compared to FY2021 distributions. LGDF is the mechanism through which State income tax dollars are shared with municipalities. Alternately, the Governor's staff has suggested that if an adopted budget successfully closes nine proposed corporate tax loopholes, an additional \$228 million is projected to be available to counties and municipalities on a statewide basis through increased tax collections. A basic 10% reduction in LGDF funding would represent a loss of approximately \$110,000 to the Village. It is not clear how the new revenue would be distributed to municipalities. The State budget will go through extensive negotiations before a final version is put forward in the House and Senate later this year and any number of these loophole closures or alterations to the LGDF distribution formula may not be included. Finally, the Village has yet to receive guidance from the State as to how per capita revenue distributions will be affected due to the 2020 Census' delayed data release. No Census-related revenue adjustments are included in the draft budget, although preliminary data indicates that the Village's population growth was minor.

Federal

In FY2021, the Village received \$425,000 in federal funding due to the COVID-19 pandemic (\$400,000 from the CARES Act and \$25,000 from FEMA); this one-time revenue offset corresponding one-time expenditures. In January 2021, President Biden announced his American Rescue Plan ("Plan"), which proposes to spend \$350 billion in relief payments for state and local governments. If approved as drafted, Burr Ridge would receive approximately \$1.3 million in unrestricted funding. While unapproved revenue is not currently reflected in the draft FY2022 budget, staff will monitor the legislative progress of the Plan and develop options for use of these funds should they be approved.

Significant Budgetary Items and Trends

Summary of Revenues

FY2022 total budgeted revenues for all funds equals **\$19,938,591**. This represents a slight increase of approximately \$330,893, or 1.7%, as compared to FY2021 projected revenues.

- ✓ Sales and use tax revenues significantly exceeded FY2021 expectations, generating an additional \$489,763, or 27.5%, of predictions. Staff projects that sales and use tax revenue will continue to be strong in FY2022 due



to gradual COVID-19 vaccination progress releasing pent up demand as well as the presence of several new significant sales-tax producing businesses.

- ✓ Hotel/Motel Tax revenues are projected to fall short of the Village's total FY2021 revenue estimates by approximately \$64,460, or 20.3%; it could take up to five years for such revenues to recover financially to pre-pandemic levels. The State currently permits non-home rule municipalities to spend up to 25% of all Hotel/Motel Tax revenue on capital infrastructure or economic development projects.
- ✓ While the Village's Property Tax Levy was approved to assume 4.5% growth in FY2022, the non-Police Pension portion of the Levy was reduced by approximately \$95,000 compared to FY2021.
- ✓ Water revenues for FY2022 assume a scheduled 8% water rate increase as approved in FY2018.
- ✓ Sewer revenues for FY2022 assumes a scheduled \$5 fixed rate increase (only applicable to 1/3 of Village residents) as approved in FY2018.

Summary of Expenditures

Total FY2022 budgeted expenditures for all funds (including capital, debt, transfers, and pension funding) equal **\$20,853,055**. This is an increase of approximately \$1,628,257, or 8.5%, as compared FY2021 projected expenditures. The increase in expenditures when comparing FY2022 to FY2021 projections is due primarily to the following:

- ✓ Capital expenditures of \$1,754,020 budgeted in FY2022 are approximately \$391,530 higher than projected in FY2021. This is due in part to many projects being deferred in FY2021. In addition, \$392,000 in new leasing commitments are present for new patrol and public works fleet vehicles. Staff expects that fleet costs will be gradually reduced and smoothed as the leasing programs develops.
- ✓ Police Pension obligations grew by \$132,000, or 17%, through actuarially determined State mandates. This is the largest one-year dollar increase in Village history; this obligation is expected to continue to grow in the future.
- ✓ Personnel salaries expenditures are projected to be \$5,173,115, approximately 2.0% less than the FY2021 budget. Total FTE's were reduced in FY2022 compared to FY2021 budget.
- ✓ Less police pension obligations, increases in overall operating department budgets is \$62,275, or 0.7%, as compared to the FY2021 budget.

Fiscal Year 2022 Major Initiatives

- ✓ The FY2022 budget saw a significant rise in the Village's pension obligation. The Village will be evaluating its long-term police pension funding policy in the upcoming year with the goal of identifying funding options to reduce unfunded liabilities and lessen the Village's significant future increases (Strategic Priority: Prudent Financial Management).
- ✓ The Village will be creating a new website to replace the current website, providing significant opportunity for in-person services to be migrated to a responsive and simple digital platform (Strategic Priorities: Deliver High Quality Village Services and Effective Communications).
- ✓ Major facility assessment studies for Public Works and Village Hall will be completed in FY2022, which will set the foundation for a 20-year facility maintenance plan for these critical Village properties (Strategic Priority: Maintain High Quality Physical Infrastructure).
- ✓ Over \$2 million in capital infrastructure investment will be completed, including \$882,620 of road program investment (Strategic Priority: Maintain High Quality Physical Infrastructure).
- ✓ Opportunities for further Village reorganization will be considered to continue to relieve long-term pressure on personnel expenditures while maintaining or expanding Village service levels (Strategic Priority: Prudent Financial Management).



Closing Comments

We would like to thank staff for the hours of work that went into the development of the FY2022 Budget. While responsibility for the final preparation of the budget, as well as preparation of the Budget and Appropriation Ordinance, distribution and filing of the budget document, lies with the Finance Department, without the support of staff Village-wide, creation of this document would not be possible. Special acknowledgement is due to Amy Sullivan, Preeti Goel, Julie Tejkowski, Janet Kowal, Lori Dolce, Claire Nass, and Hannah Weyant, who all contributed in the preparation and re-design of this year's budget document. The FY2022 Budget is outlined in detail in the following pages. Staff will review recommendations from the Board on the necessity, priority, and timing of proposed expenditures, as well as funding alternatives, to guide the formation of a final budget recommendation that will be presented in April. We look forward to discussing this plan with the Village Board and engaging with the community in the coming weeks and months.

Sincerely,

A handwritten signature in black ink that reads "Evan B. Walter".

Evan Walter
Interim Village Administrator

A handwritten signature in black ink that reads "Amy Nelson".

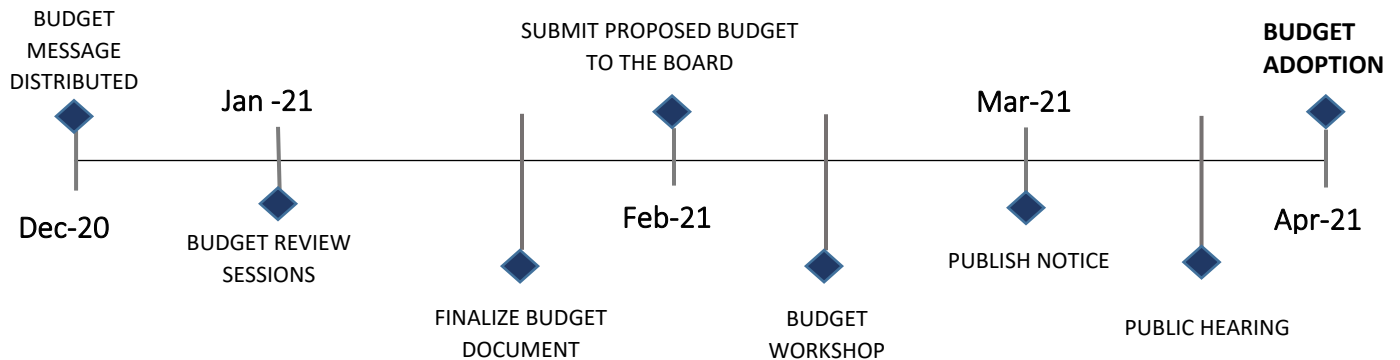
Amy Nelson, CPA
Acting Finance Director



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. Requests for across-the-board increases are discouraged. Staff is encouraged to identify net positive returns on present investment that will result in future expenditure reductions. Use of fund balance to pay for general operations is highly discouraged but is considered if future expenditure reductions can be identified. Technology-related requests are presented by Department Heads to the Village Administrator. The Village's outsourced IT provider shall report any requests directly to the Village Administrator and the Village Administrator will compile the IT budget upon receipt of all IT requests.

Below is a timeline and 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 residents or the general public. The public hearing is typically held the second Monday of April. The tentative budget is available and may be inspected by the general public at the Village Hall prior to the public hearing. The hearing is open to the public and any person desiring to appear and provide comments on the tentative budget will be heard. The appropriation ordinance is prepared and passed, and the budget is legally enacted by Ordinance.



FY2022 Budget Timeline	
December 08, 2020	Distribute Budget Message to the Department Heads kick-off meeting
January 06, 2021	Review of the estimated revenues and expenditures for the Fiscal Year 2021-22
January 08, 2021	Department head budgets due to the Village Administrator and Finance Director
January 18-22, 2021	Review meetings with the Village Administrator, Finance Director and Department Heads
February 19, 2021	Finance Director and the Village Administrator finalize the budget document
February 22-25, 2021	Preparation of the budget transmittal message, assembly, and printing of budget document
February 26, 2021	Proposed budget for the FY2022 submitted to the Board of Trustees
March 08, 2021	Village Board of Trustees budget workshop
April 12, 2021	Additional Village budget workshop with Village Board of Trustees
April 15, 2021	Publish "Notice of Availability of Budget and Public Inspection" and Notice of Public Hearing
April 26, 2021	Public Hearing on the Proposed Budget and Budget Ordinance adopted by the Board
April 30, 2021	Village Clerk to file the Budget Ordinance with the Counties of Cook and DuPage
May 1, 2021	Fiscal year 2022 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 is not consistent with the Village's annual audited financial statements, which is 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. If amendments are needed, this is typically done once at the end of the fiscal year.

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

The Village established Resolution (R-16-18) in which the Village's General Fund will maintain an minimum unreserved fund balance of a minimum of 20% of current fiscal year's operating expenditures. Current expenditures will be paid with current revenues and excess fund balance is subject to the fund balance limitation set by Board policy. The FY2022 budget for the General Fund complies with Board 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 generally 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.

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 were updated during FY2021 to comply 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. In FY2022, the Village and Police Pension Fund Board will work with actuaries to develop a pension-modeling tool that allows the Village to determine how various factors affect the long-term financial health of the pension plan and implement a sound and financially feasible funding policy that looks beyond short-term budgetary relief.

Capital Asset Policy

During FY2021, the Village Board formalized the capital asset policy to provide guidance on the financial aspects and stewardship of Village's capital assets. 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 will be prioritized by the Village Board and appropriately reflected in the capital and operating budgets.

- ✓ The Village will develop a multi-year plan for capital improvements updated annually and will budget all capital improvements 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 will maintain its physical assets at a level adequate to protect the capital investment and to minimize future maintenance and replacement costs.
- ✓ The operating budget will provide for adequate maintenance and orderly replacement of capital equipment from current revenues when possible.
- ✓ Staff plans to significantly expand the Village's CIP documentation in FY2022, providing a standalone document with rich detail, costs, funding sources, etc. for every individual capital asset.



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 management in demonstrating compliance with finance-related legal and contractual provisions. The Village has twelve funds, 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

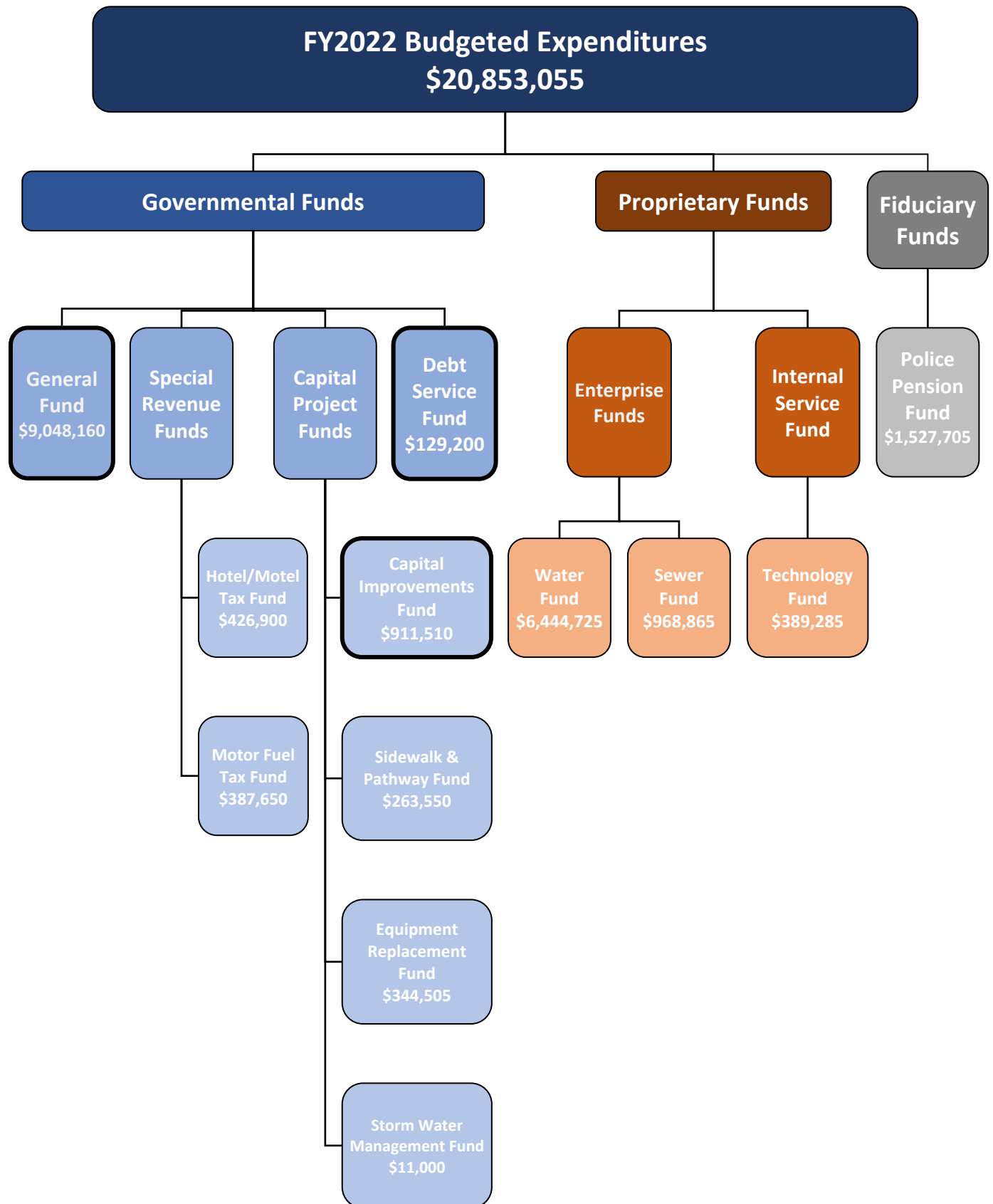
Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

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 further 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 the Village believes that this presentation better reflects the purpose and financial condition of that fund. The General Fund is always classified as a major fund.

The Village has three major governmental funds, as follows:

- ✓ *General Fund*: 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
- ✓ *Debt Service Fund*: accounts for the accumulation of resources for and payment of principal, interest and finance charges for the Village's outstanding bonded debt

Non-Major Governmental Funds

The Village has five 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
- ✓ *Sidewalk & Pathway Fund*: accounts for sidewalk and pathway installation and improvement projects located throughout the Village; these projects are funded by a variety of sources
- ✓ *Equipment Replacement Fund*: accounts for the purchase and/or leasing of non-enterprise fund vehicles and equipment; these purchases are funded by a variety of sources
- ✓ *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

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

Operating Departments

Fund	Administration	Finance	Central Services	Public Works	Police
General	X	X	X	X	X
Debt Service		X			
Capital Improvement				X	
Hotel/Motel Tax	X	X			X
Motor Fuel Tax		X		X	
Sidewalk & Pathway				X	
Equipment Replacement		X		X	
Storm Water Management				X	
Water		X		X	
Sewer		X		X	
Information Technology	X	X			
Police Pension		X			X

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

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 – Fund balance within the General Fund has steadily increased since FY2019. Projected fund balance at the end of FY2022 is forecasted at approximately \$5.3 million, or 59.1% of annual recurring operating expenditures.

Motor Fuel Tax Fund – Based on actual receipt of REBUILD Illinois Funds in FY2021 and the projected receipt of these funds in FY2022, fund balance in the Motor Fuel Tax Fund will increase significantly as compared to fund balance at the end of FY2020. 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). Once the Village determines, and receives approval for allowable projects, a draw on restricted REBUILD Illinois fund balance will occur.

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 FY2022 projected. FY2021 collections are projected at approximately 41.3% of FY2020 actual collections; FY2022 collections are budgeted at approximately 54.0% of FY2020 actual collections. Staff expects revenue to increase in FY2022 and fund balance to increase in FY2023.

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.

Water Fund – Unrestricted fund balance in the Water Fund has decreased by approximately 53.0% when comparing FY2019 actual to the FY2022 forecast. While revenues from the sale of water have increased by approximately 23.7% when comparing FY2019 actual to the FY2022 Budget, operating cost 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. The Village



Fund Balance Analysis & Changes in Fund Balance

is currently conducting a comprehensive rate study to determine appropriate water rates for the next five to ten years.

Sewer Fund – Unrestricted net position in the Sewer Fund had remained consistent from FY2019 through FY2022. The FY2022 budget includes a significant capital project to rehabilitate the Chasemoor Lift Station. As part of the comprehensive rate study that the Village is currently conducting, sewer charges will be reviewed to determine appropriate charges for the next five to ten years.

Information Technology Fund – The Information Technology Fund tracks costs associated with the Village’s technology infrastructure and current technology maintenance costs, as well as replacement of hardware and software. As an internal service fund, an independent revenue source is not available; therefore, this fund receives transfers from the Village’s Water and Sewer Funds to support the Village’s technology costs. Fund balance within this fund fluctuates based on technology needs and the timing of the receipt and subsequent use of the transfers from other funds.

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 and compared to the expenses of the fund. Net position at the end of FY2022 is projected at \$18,948,852 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 2022 Budget
Fund Balance Analysis

	Projected Fund Balance FY2021	Budgeted Revenues	Budgeted Expenditures	Projected Fund Balance FY2022
General Operating				
General Fund	\$ 5,330,699	\$ 9,062,385	\$ 9,048,160	\$ 5,344,924
Special Revenue				
Motor Fuel Tax Fund	361,405	624,600	387,650	598,355
Hotel/Motel Tax Fund	135,687	349,760	426,900	58,547
Capital Projects				
Capital Improvements Fund	314,142	654,570	911,510	57,202
Sidewalks/Pathway Fund	162,818	109,500	263,550	8,768
Equipment Replacement Fund	289,311	278,380	344,505	223,186
Storm Water Management Fund	5,325	14,370	11,000	8,695
Debt Service				
Debt Service Fund	4,872,726	109,010	129,200	4,852,536
Enterprise				
Water Fund	928,411	6,383,320	6,444,725	867,006
Sewer Fund	1,735,199	524,360	968,865	1,290,694
Internal Service				
Information Technology Fund	306,725	284,090	389,285	201,530
Fiduciary				
Police Pension Fund	18,932,311	1,544,246	1,527,705	18,948,852
TOTAL ALL FUNDS	\$ 33,374,759	\$ 19,938,591	\$ 20,853,055	\$ 32,460,295



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Changes in Fund Balance

	Audited Fund Balance FY2019	Audited Fund Balance FY2020	Projected Fund Balance FY2021	Projected Fund Balance FY2022
General Operating				
General Fund	\$ 5,319,115	\$ 5,318,933	\$ 5,330,699	\$ 5,344,924
Special Revenue				
Motor Fuel Tax Fund	10,769	10,285	361,405	598,355
Hotel/Motel Tax Fund	509,516	238,242	135,687	58,547
Capital Projects				
Capital Improvements Fund	521,302	214,740	314,142	57,202
Sidewalks/Pathway Fund	448,806	384,498	162,818	8,768
Equipment Replacement Fund	369,752	330,451	289,311	223,186
Storm Water Management Fund	52,259	3,605	5,325	8,695
Debt Service				
Debt Service Fund	4,782,087	4,884,206	4,872,726	4,852,536
Enterprise				
Water Fund	1,844,263	690,066	928,411	867,006
Sewer Fund	1,808,617	1,710,069	1,735,199	1,290,694
Internal Service				
Information Technology Fund	320,255	291,865	306,725	201,530
Fiduciary				
Police Pension Fund	18,869,020	18,914,899	18,932,311	18,948,852
TOTAL ALL FUNDS	\$ 34,855,761	\$ 32,991,859	\$ 33,374,759	\$ 32,460,295

**Revenue and Expenditure Summary - by Fund**

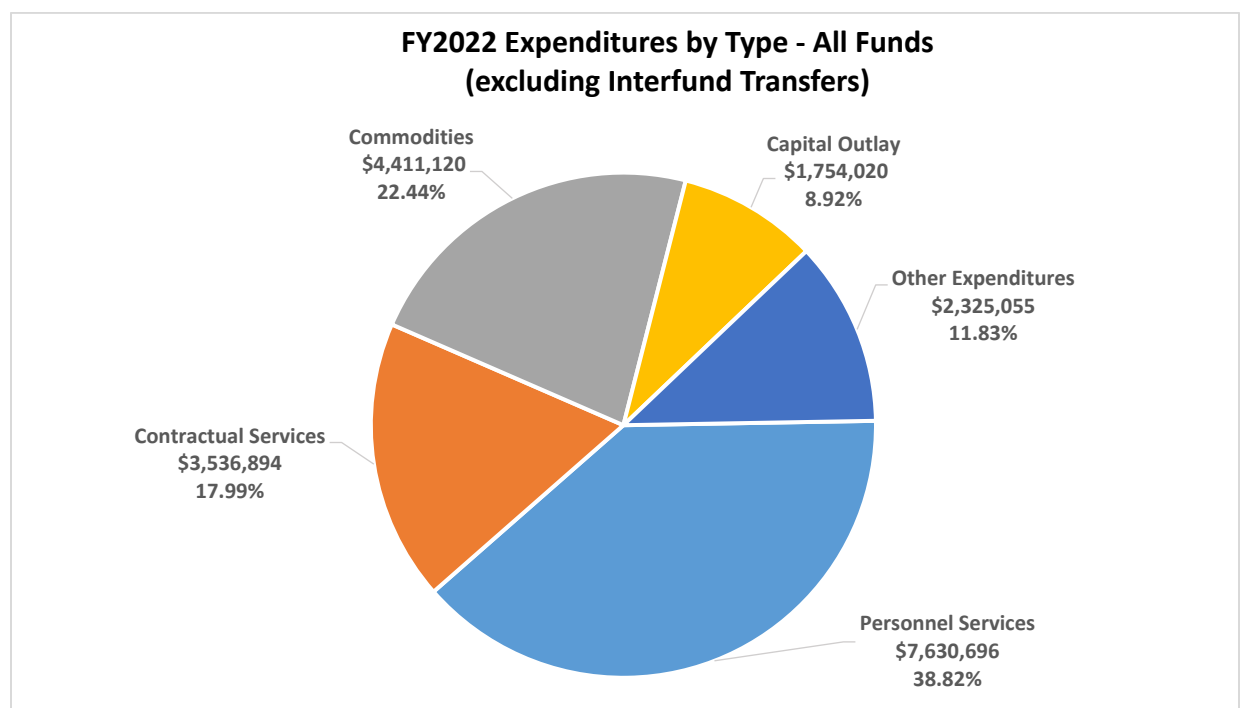
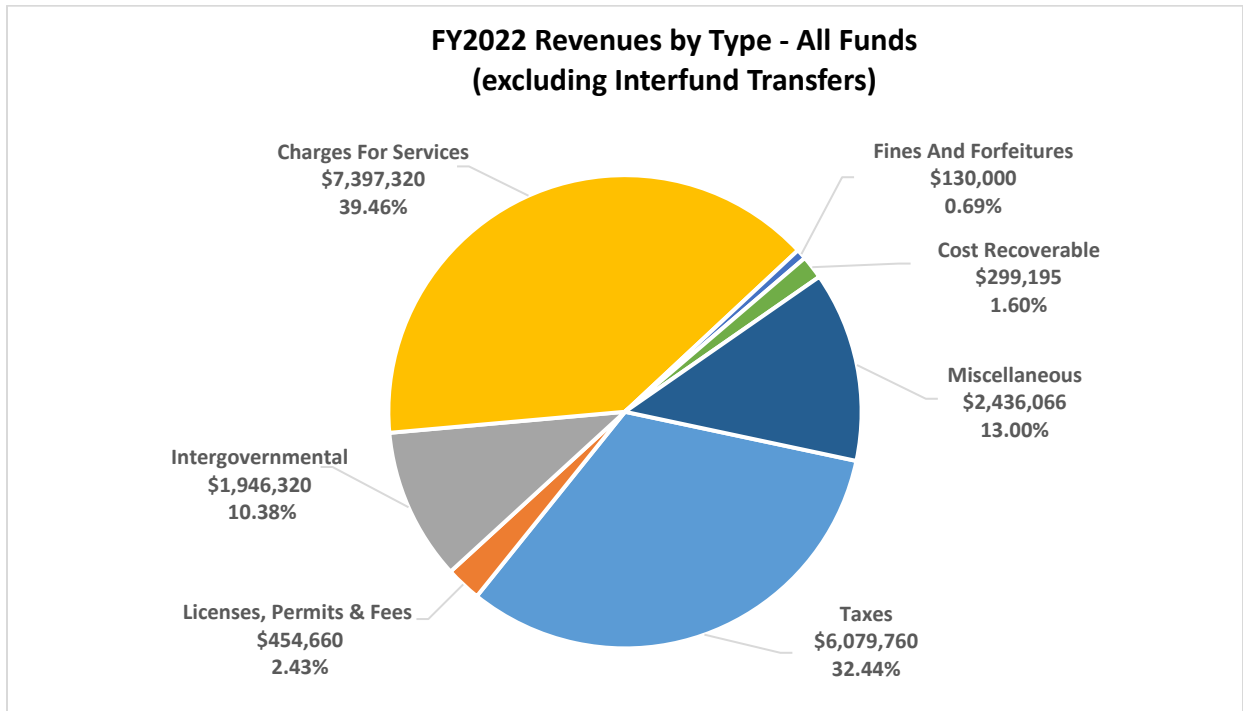
	FY2022 Budgeted Revenues	FY2022 Budgeted Expenditures	Variance
General			
General Fund	\$ 9,062,385	\$ 9,048,160	\$ 14,225
Special Revenue			
Motor Fuel Tax Fund	624,600	387,650	236,950
Hotel/Motel Tax Fund	349,760	426,900	(77,140)
Capital Projects			
Capital Improvements Fund	654,570	911,510	(256,940)
Sidewalks/Pathway Fund	109,500	263,550	(154,050)
Equipment Replacement Fund	278,380	344,505	(66,125)
Storm Water Management Fund	14,370	11,000	3,370
Debt Service			
Debt Service Fund	109,010	129,200	(20,190)
Enterprise			
Water Fund	6,383,320	6,444,725	(61,405)
Sewer Fund	524,360	968,865	(444,505)
Internal Service			
Information Technology Fund	284,090	389,285	(105,195)
Fiduciary			
Police Pension Fund	1,544,246	1,527,705	16,541
TOTAL ALL FUNDS	\$ 19,938,591	\$ 20,853,055	\$ (914,464)

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

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
Taxes	\$ 6,322,730	\$ 6,355,716	\$ 5,548,515	\$ 5,855,457	\$ 6,079,760
Licenses	47,920	52,204	96,385	6,535	77,785
Permits And Fees	657,021	413,316	440,000	402,160	376,875
Intergovernmental	1,397,968	1,584,471	1,909,320	2,321,615	1,946,320
Charges For Services	6,195,449	6,188,026	7,499,380	7,375,100	7,397,320
Fines And Forfeitures	115,681	121,292	210,000	77,510	130,000
Cost Recoverable	221,158	252,400	247,660	240,479	299,195
Miscellaneous Revenues	3,038,846	2,196,333	2,624,310	2,215,637	2,326,066
Other	925	6,040	15,000	39,025	110,000
Total Revenues	\$ 17,997,697	\$ 17,169,797	\$ 18,590,570	\$ 18,533,518	\$ 18,743,321
Expenditures					
Personnel Services	7,102,654	7,285,896	7,699,340	7,365,042	7,630,696
Contractual Services	2,132,485	2,663,466	3,068,285	2,979,208	3,536,894
Commodities	4,089,064	3,702,788	4,576,605	4,610,180	4,411,120
Capital Outlay	2,186,936	2,628,075	1,568,600	1,362,488	1,754,020
Other Expenditures	1,979,898	2,045,685	1,884,675	1,833,700	2,325,055
Total Expenditures	\$ 17,491,036	\$ 18,325,910	\$ 18,797,505	\$ 18,150,618	\$ 19,657,785
Excess (Deficiency) of					
Revenues Over Expenses:	506,661	(1,156,113)	(206,935)	382,900	(914,464)
Other Financing Sources (Uses)					
Fund Balance Transfers In	1,429,000	1,004,560	978,180	1,074,180	1,195,270
Fund Balance Transfers (Out)	(1,429,000)	(1,004,560)	(978,180)	(1,074,180)	(1,195,270)
Gain/(Loss) on Sale of Assets	-	(97,492)	-	-	-
Adjustment to Basis of Presentation*	551,117	175,161	-	-	-
Total Other Financing Sources (Uses)	\$ 551,117	\$ 77,669	\$ -	\$ -	\$ -
Net Income (Loss)	1,057,778	(1,078,444)	(206,935)	382,900	(914,464)
Beginning Fund Balance	33,797,983	34,070,303	32,991,859	32,991,859	33,374,759
Ending Fund Balance	\$ 34,855,761	\$ 32,991,859	\$ 32,784,924	\$ 33,374,759	\$ 32,460,295

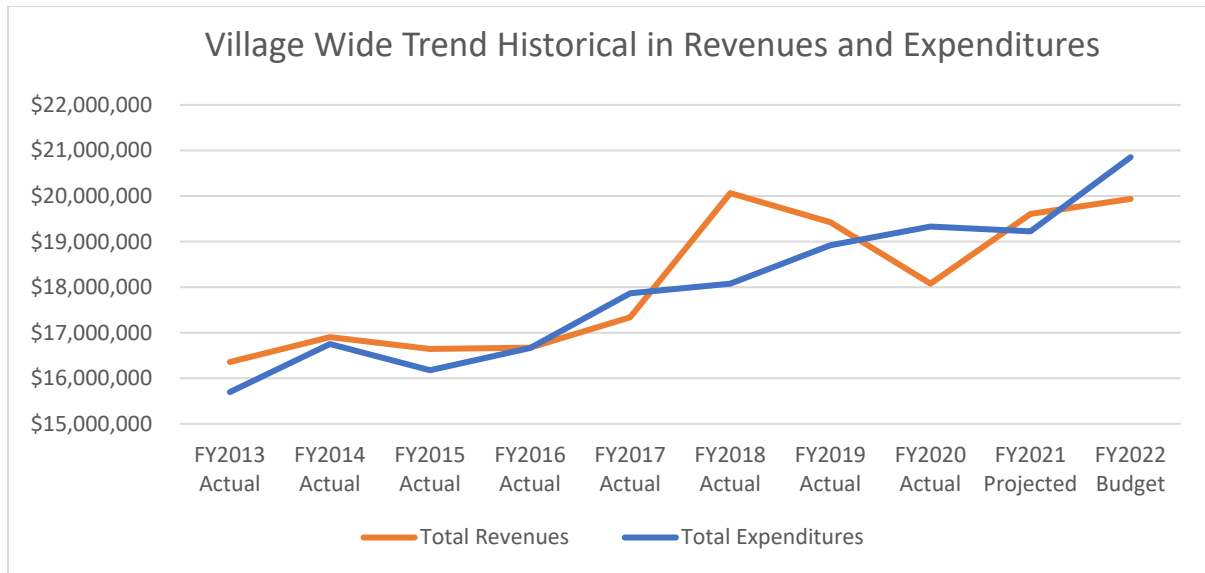


Total FY2022 revenues for all budgeted Village funds amount to \$19,938,591 and total FY2022 expenditures for all budgeted Village funds amount to \$20,853,055. Total revenues and total expenditures include interfund transfers between funds in the total amount of \$1,195,270. Below is a summary of FY2022 revenues and expenditures by type.





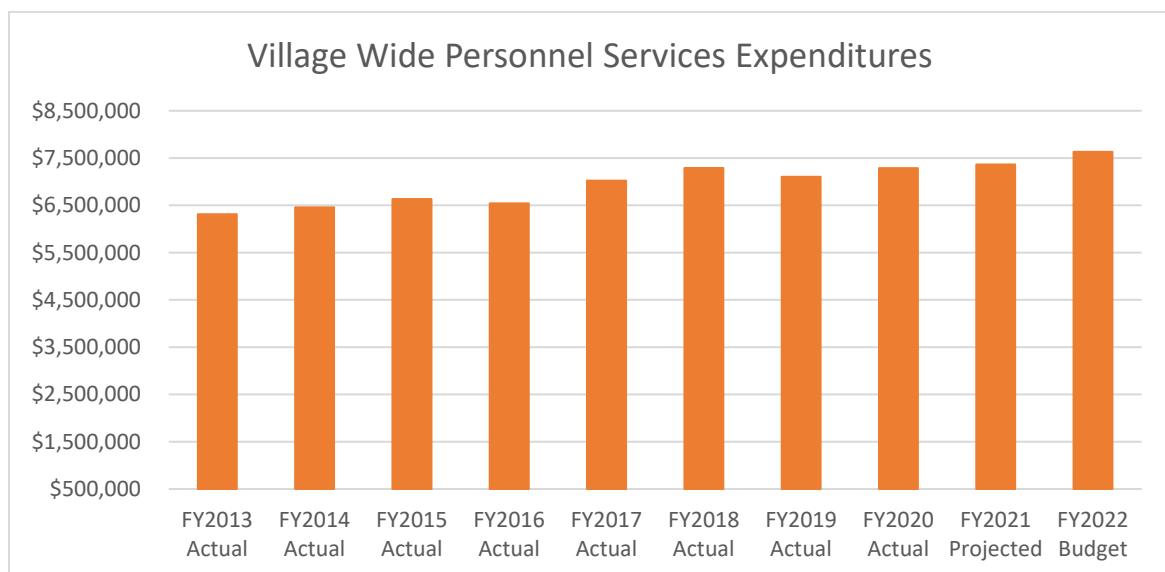
Total FY2022 revenues for all budgeted Village funds amount to \$19,938,591 and total FY2022 expenditures for all budgeted Village funds amount to \$20,853,055. Below is a historical trend of total Village-wide revenues and expenditures shown over the last ten years.



The increase in expenditures in FY2022 depicted in the above chart represents planned capital outlay in several funds including the Capital Improvement Fund, Sidewalk/Pathway Fund, Water Fund and Sewer Fund.

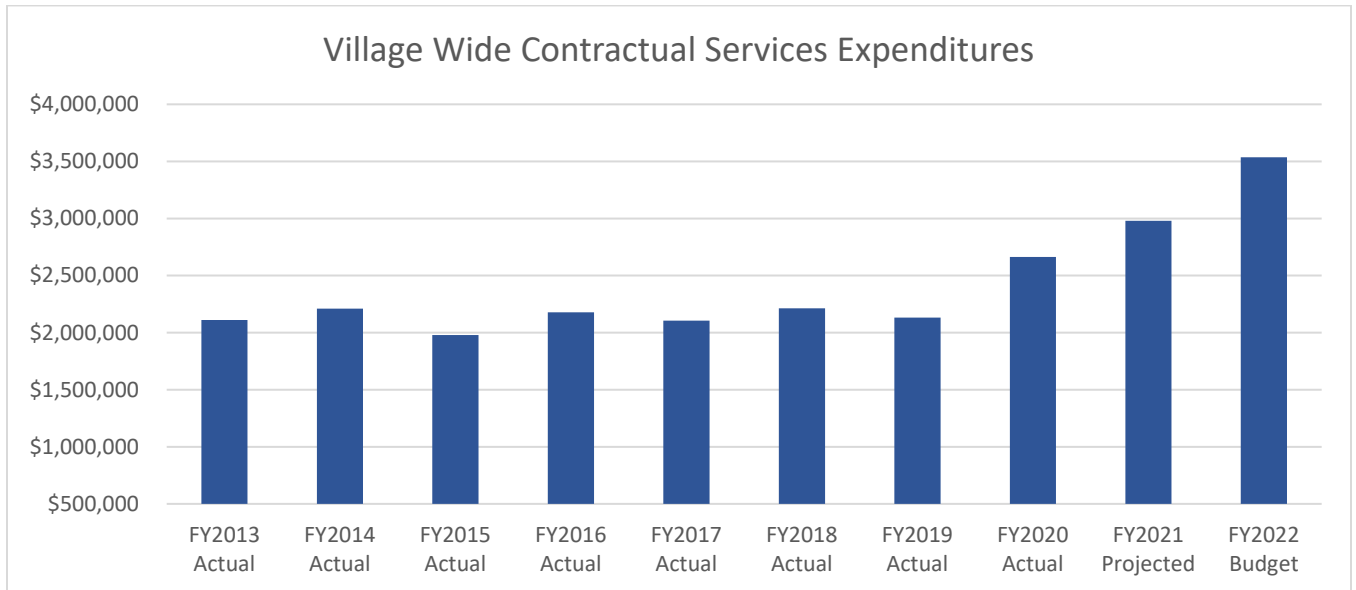
Expenditures

Below is a history of the Village's Personnel expenditures for the last ten years. This expenditure has grown 20.9% since FY2013 and represents the largest portion of the Village's budget in the amount of \$7,630,696, or approximately 36.6%. For more detailed information on the Village's Personnel expenditures, see Personnel Summary following this section.

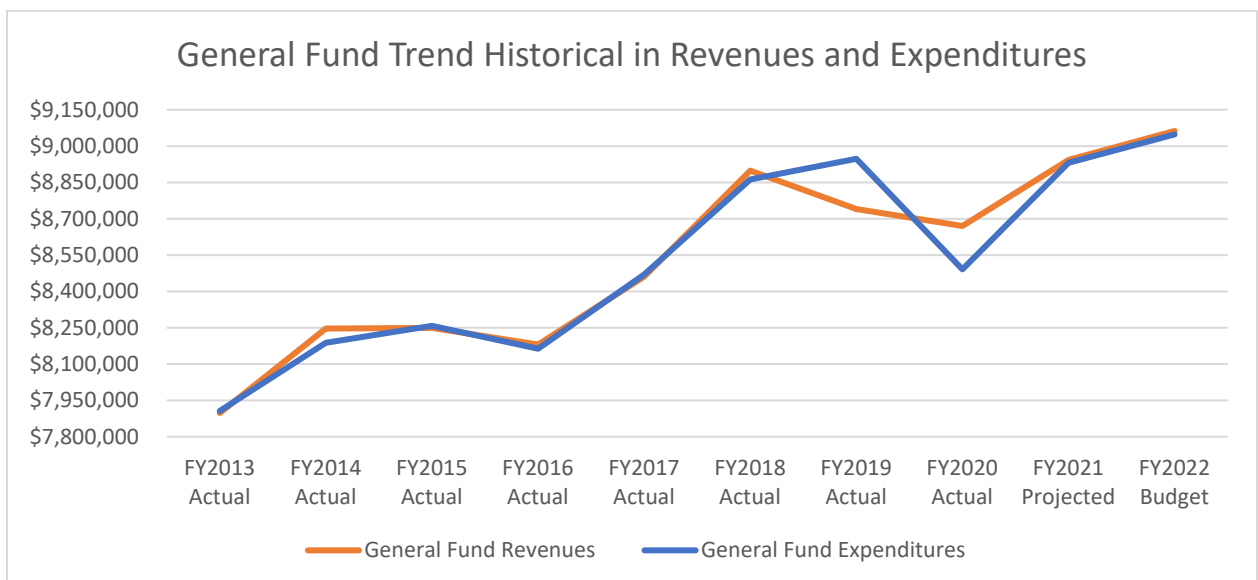




Below is a history of the Village's Contractual Services Expenditures for the last ten years. The FY2022 budget is \$3,536,394 and has grown 67.6% since FY2013. This expenditure fluctuates each year based on maintenance projects and consulting needs of the Village. The increase in FY2022 is largely due to \$1.1 million in projects budgeted in the Water Fund for water tower maintenance and distribution system maintenance.



Below is a historical trend of total General fund revenues and expenditures shown over the last ten years.

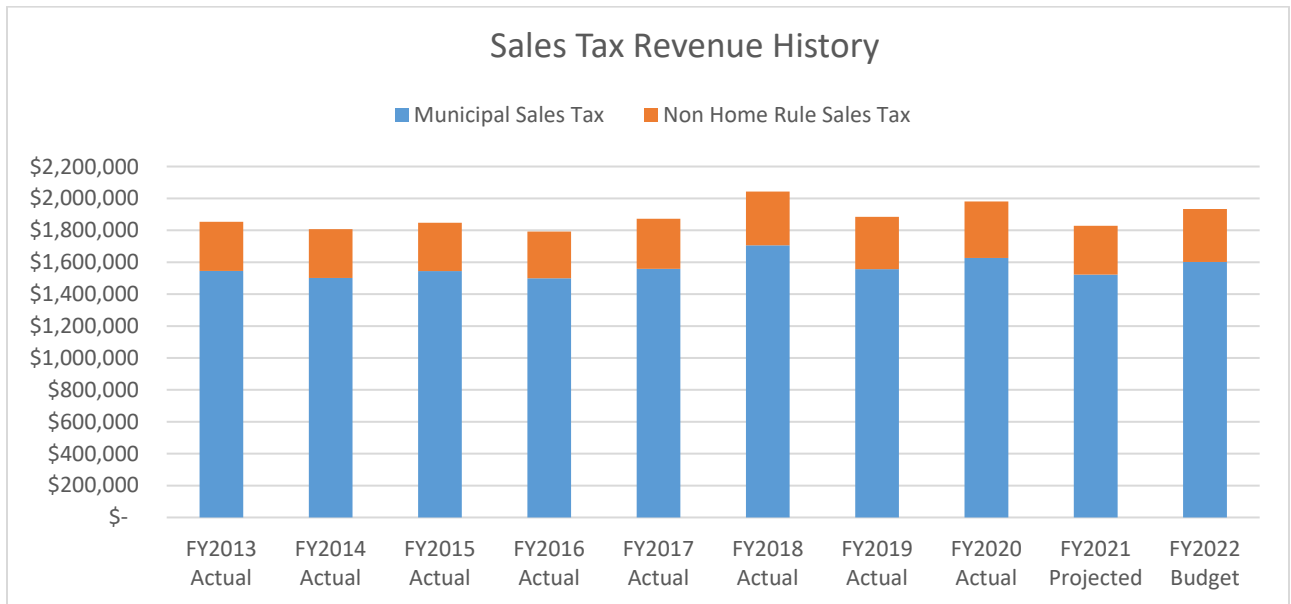


Per Village policy, which states that General Fund revenues generally must exceed budgeted expenditures during a given fiscal year, the General Fund has a history of revenues exceeding expenditures, thus maintaining a balanced budget and in compliance with the current Village fund balance policy.

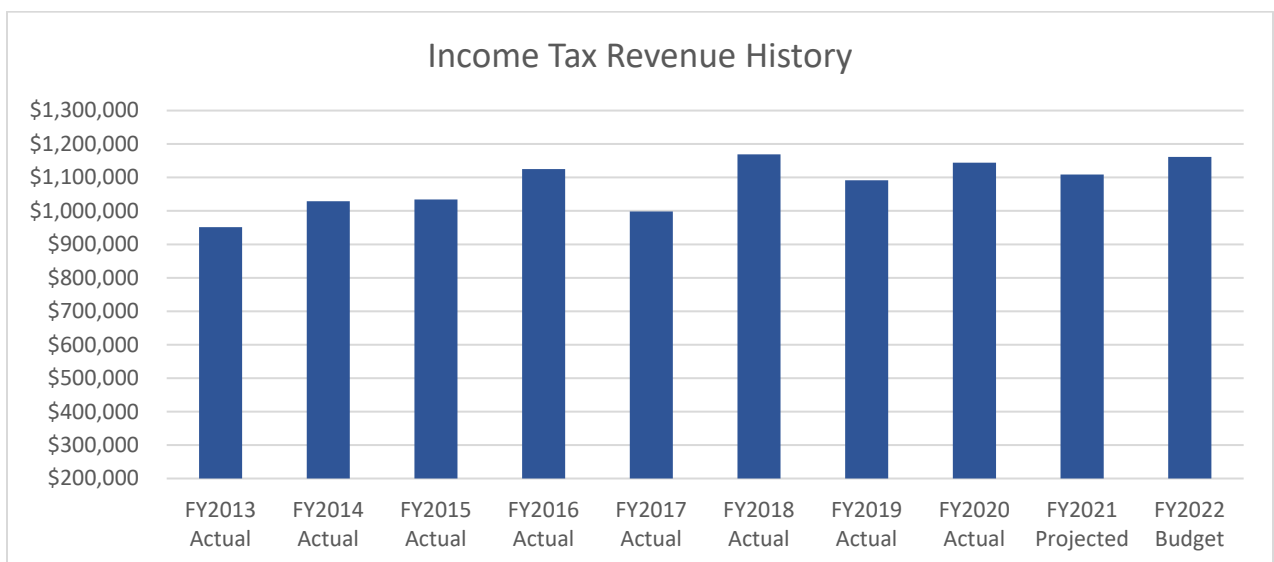


Revenues

Sales Tax Revenue, which is comprised of a 1% Municipal Tax and a .25% Non-Home Rule Sales Tax, represents the largest source of General Fund revenue. Below are the historical sales tax revenues since FY2013.



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 FY2013.

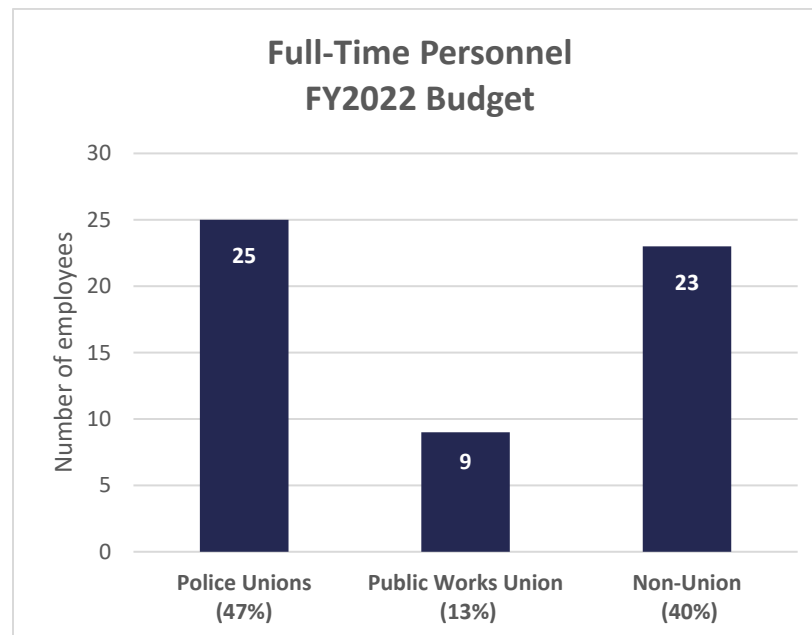




The total cost of compensation for the Village's personnel represents the largest component of the Village's overall expenditure budget. The FY2022 Budget reflects a total personnel count of 57 full-time and 14 part-time employees (positions).

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 employees



- ✓ *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% 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 Police Corporals and Sergeants not at the top of their salary range are eligible for a merit increase on their anniversary dates that varies between 4% and 5.8%.
- ✓ *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%.
- ✓ *Non-Union Personnel* - In FY2021, in response to the financial uncertainty of the pandemic, non-union employees were eligible for a 2.25% merit increase on their anniversary date, but COLA adjustments were suspended for the year.



Total full-time and part-time positions reflected in the FY2022 budget, as well full-time equivalent allocations, by department are reflected below, along with a comparison to FY2020 actual and FY2021 projected.

DEPARTMENT	FY2020 ACTUAL			FY2021 Projected			FY2022 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	7.00	3.00	8.50	6.00	3.00	7.50
Finance	4.00	1.00	4.50	4.00	1.00	4.50	4.00	-	4.00
Police	30.00	1.00	30.50	31.00	-	31.00	31.00	-	31.00
Public Works	15.00	3.00	16.50	15.00	2.00	16.00	16.00	2.00	17.00
Total Personnel	56.00	17.00	60.00	57.00	15.00	60.00	57.00	14.00	59.50

*Boards & Commissions includes the Mayor, six (6) Trustees, the Village Clerk and a PT Fire/Police Commission Clerk

Personnel Budget

The FY2022 Budget reflects total compensation costs in the amount of \$7,630,696. These compensation costs are reflected in the expenditure budget of the General, Water and Sewer Funds. Total compensation costs include salaries (including overtime), 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.

During the FY2022 budget process, the Finance Department streamlined the salary and benefit budget projection process with the development of a total compensation model which will continuously serve as a strategic budgeting tool for salaries and benefits.

Personnel Changes

During FY2021, the Village saw significant retirements across the Administration, Finance and Police departments. The Village Administrator retired after 25 years of dedicated service, and the Assistant Village Administrator was elevated to the role of Interim Village Administrator. The Principal Office Assistant and the Utility Billing Accounting Specialist also retired after 40 years of service and 25 years of service, respectively. The Village was fortunate to fill each of these positions with internal personnel, making the transfer of knowledge much more efficient.

The Police Department welcomed four new Police Officers in FY2021, filling two Police Officer positions open due to promotions and two Police Officer positions open due to retirements. In FY2021, the Village Board voted to eliminate the Corporal rank position and three well deserving employees within the Police department were promoted to the rank of Sergeant. In addition to the new officers, the Police Department also welcomed a new Records Specialist.

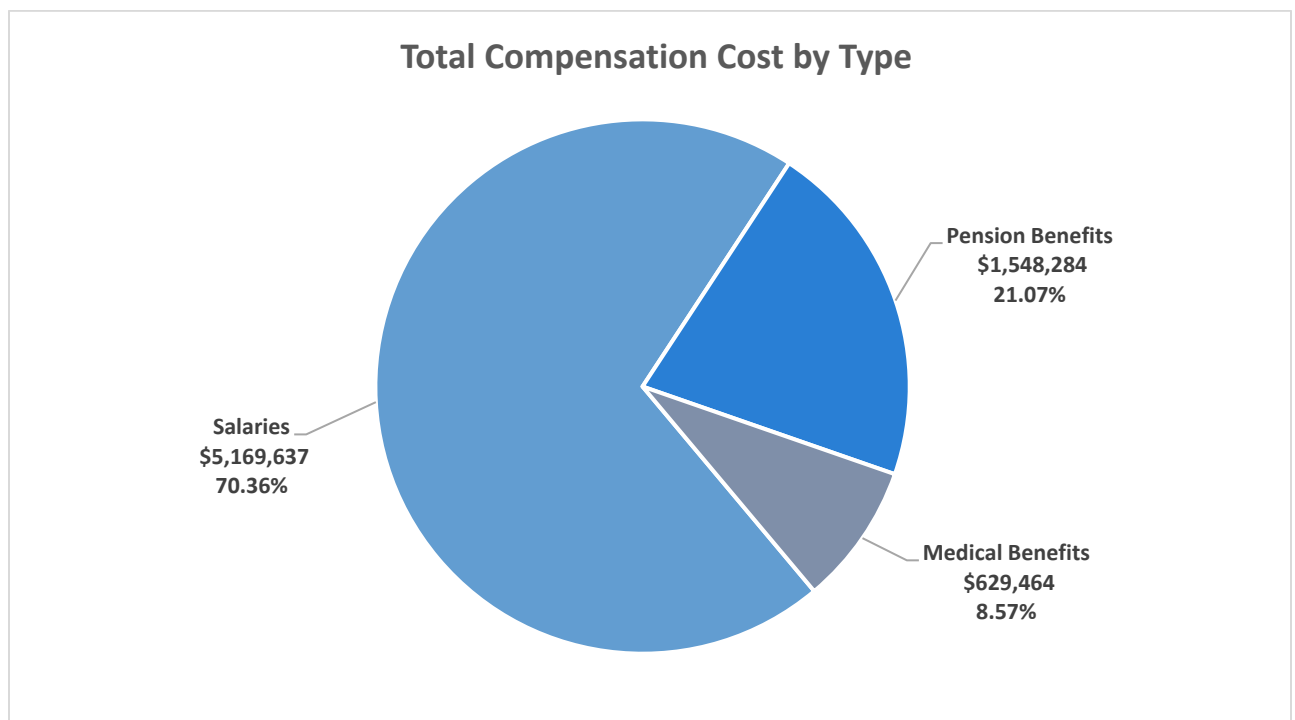
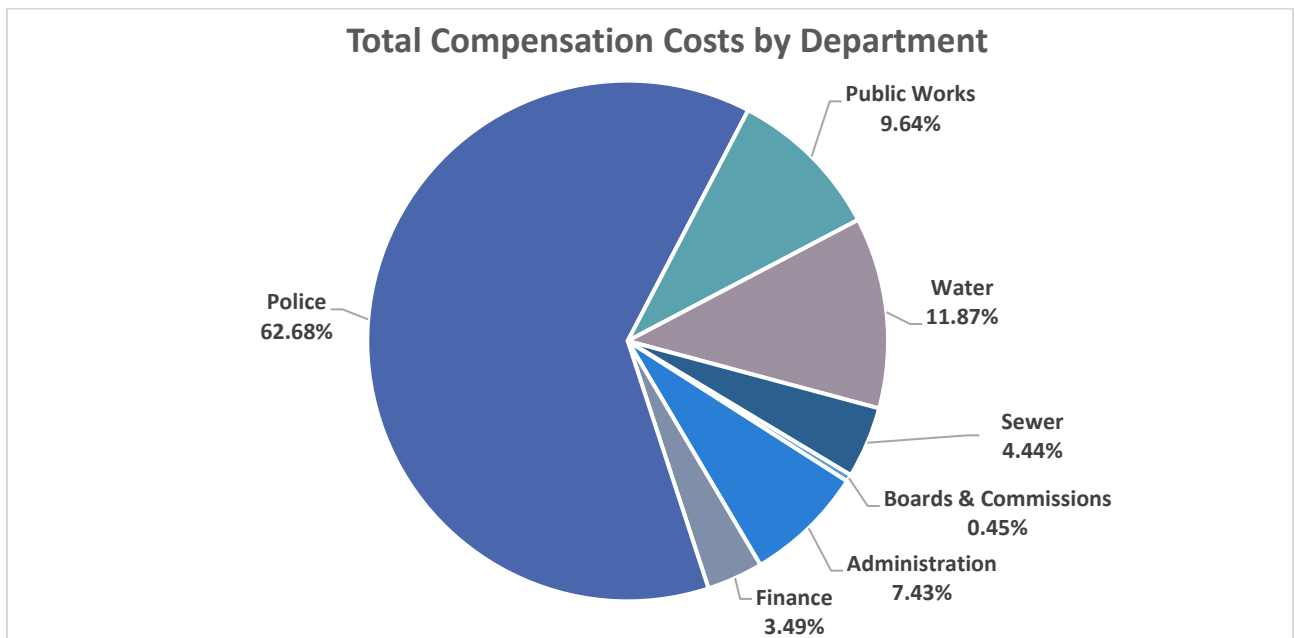
In October 2020, the Village re-classified two part-time Receptionist positions in the Administration and Public Works departments and filled these roles with two Interns, recruited from the Northern Illinois University's Master of Public Administration Program.



Personnel changes reflected in FY2022 budget incorporate staffing changes in the Administration Department, including (1) elimination of the vacant Assistant Village Administrator and part-time Administrative Assistant positions, (2) addition of a full-time Planner position in the Administration Department, and (3) re-assignment of the Management Analyst position to the Public Works Department.

Personnel Costs – Total Compensation

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





The FY2022 Budget uses the following personnel assumptions:

- ✓ 2% cost of living (COLA) increase assumed for non-bargaining employees, effective May 1, 2021.
- ✓ For union employees, a COLA adjustment based on the increase reflected for the final year of the most current collective bargaining agreement for each respective union was assumed. Actual increases are subject to negotiation of each collective bargaining agreement.
- ✓ 1% assumed decrease in health insurance premiums as of the Village's July 1, 2021 renewal date.
- ✓ Illinois Municipal Retirement Fund (IMRF) contribution rate for non-public safety employees is 11.78% as of January 1, 2021 and assumed 12.02% effective January 1, 2022.
- ✓ Police Pension contributions assumed at \$910,306 based on the April 30, 2020 actuarial valuation.

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 salaries (not including benefits) by department, can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Salaries By Department

	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2021 Projected	FY2022 Budget
Boards & Commissions	\$ 29,853	\$ 28,800	\$ 32,780	\$ 26,480	\$ 30,400
Administration	435,444	425,338	474,870	474,195	417,310
Finance	195,235	200,808	209,550	207,905	191,865
Central Services	2,846	3,349	3,500	3,055	3,500
Police	2,836,017	2,906,414	3,079,410	2,927,825	3,075,685
Public Works	565,339	581,829	590,130	566,395	541,590
Total General Fund	4,064,734	4,146,538	4,390,240	4,205,855	4,260,351
Information Technology	-	5,082	6,000	-	-
Total Information Technology Fund	-	5,082	6,000	-	-
Water Operations	668,122	714,192	673,890	650,360	667,375
Total Water Fund	668,122	714,192	673,890	650,360	667,375
Sewer Operations	192,840	204,120	204,750	184,850	245,390
Total Sewer Fund	192,840	204,120	204,750	184,850	245,390
	\$ 4,925,696	\$ 5,069,932	\$ 5,274,880	\$ 5,041,065	\$ 5,173,115



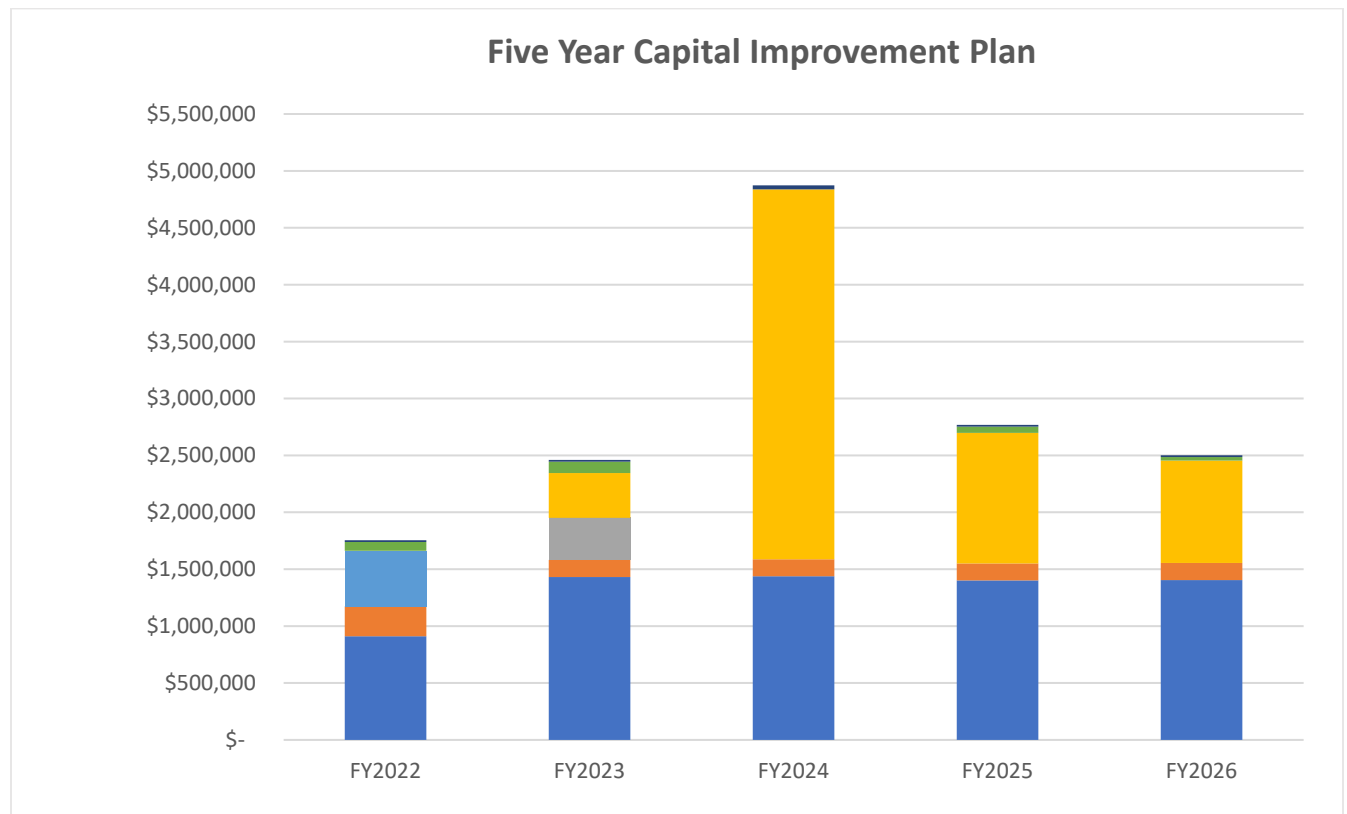
The Village's multi-year Capital Improvement Plan (CIP) identifies capital projects that support the Village's strategic goals and include projects such as the purchase, construction and/or improvement of land, buildings, streets, water and sewer infrastructure, vehicles, machinery, and equipment. To 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. In FY2021, the Village adopted a formal Capital Asset Policy that provide 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. Staff intends to create an expanded CIP in FY2022 that will provide a significant increase in detailed information regarding all capital assets owned or maintained by the Village.

Each year, as part of the overall budget process, the Public Works Director, Finance Director, and Village Administrator review and update the multi-year plan. Capital projects are also identified and presented to the various Village oversight committees, such as the Street Policy and Storm Water Committees and Sidewalk/Pathway Commission, to prioritize future projects. This process includes analysis and priorities identified from the Village's various committees. 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 Public Works Director, Finance Director, 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.

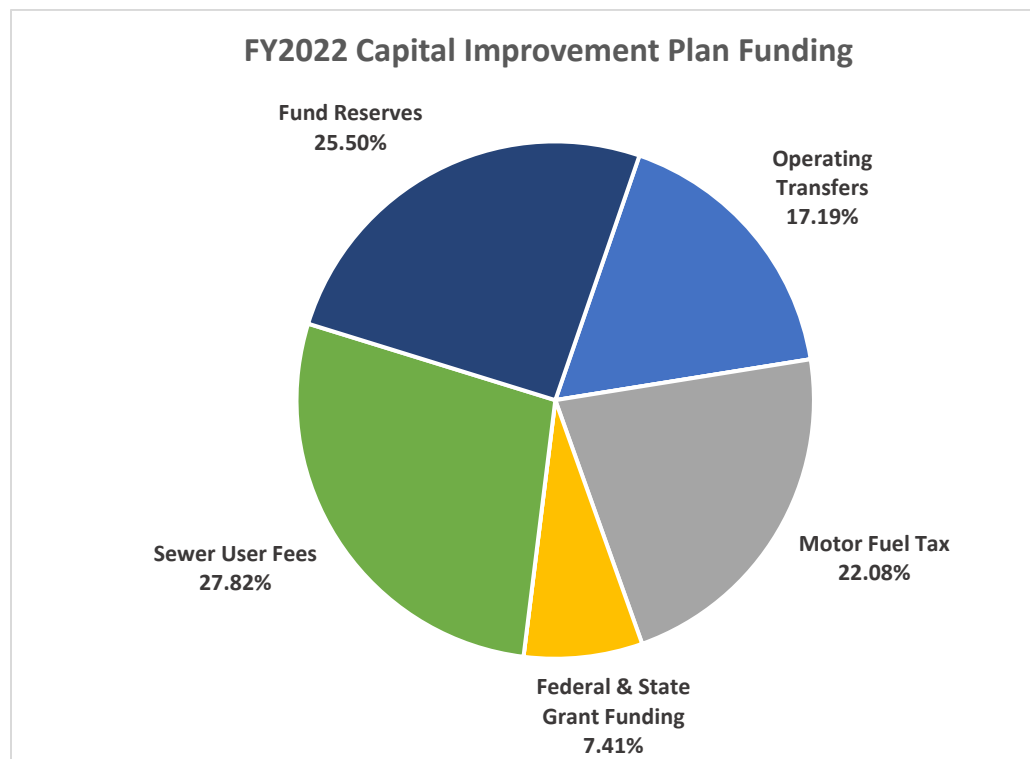
The Village's FY2022 capital improvement program amounts to \$1,754,020, which accounts for several projects that were temporarily delayed due to the COVID-19 pandemic. A summary of the Village's CIP, funding sources for FY2022 projects, and a description of three (3) of the larger FY2022 projects, including 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.



	FY2022	FY2023	FY2024	FY2025	FY2026
Road Improvements	\$911,010	\$1,431,100	\$1,437,700	\$1,401,000	\$1,404,800
Sidewalk Pathway Improvements	262,750	150,000	150,000	150,000	150,000
Storm Water Improvements	-	370,000	-	-	-
Water System Improvements	-	394,000	3,250,000	1,146,800	900,000
Sewer System Improvements	487,885	-	-	-	-
Equipment	77,375	100,000	-	54,800	31,000
Technology Enhancements	15,000	15,000	35,000	15,000	15,000
	\$1,754,020	\$2,460,100	\$4,872,700	\$2,767,600	\$2,500,800



The chart below displays the funding sources for the Village's FY2022 capital improvement projects.



Fund Reserves	Operating Transfers	Motor Fuel Tax
\$447,285	\$301,600	\$387,250
Federal & State Funding	Sewer User Fees	
\$130,000	\$487,885	

Below summarizes the major capital projects scheduled for FY2022 and the impact on future operating budgets.

2021 Road Program – Resurfacing of select paved roads in Lakewood Subdivision, Braemoor Estates, Old Oak Highlands, and part of Units 1 and 2 of Braemoor and Dartmouth Court. Additional projects include miscellaneous patching, crack sealing, and pavement marking on roads throughout the Village.

- ✓ FY2022 Budget - \$882,620
- ✓ FY2022 Funding Sources:
 - Motor Fuel Tax Allotments - \$387,250
 - General Fund Transfer - \$230,000 (includes IRMA reserve draw of \$230,000)
 - Hotel/Motel Tax Fund Transfers - \$71,600
 - Capital Improvement Fund reserves - \$222,160
- ✓ 20 Year Lifespan
- ✓ Operating Expenses Over Lifespan: \$135,000 (\$120,000 for pavement maintenance & \$15,000 for necessary material testing services)



County Line Road Sidewalk Project – Construction of a sidewalk on the east side of County Line Road from 60th street to Longwood to connect with the parallel sidewalk on 60th street near Elm Elementary School.

- ✓ FY2022 Budget: \$244,250 (\$221,950 Construction & \$22,300 for Engineering)
- ✓ FY2022 Funding Sources:
 - Sidewalks/Pathway Fund Balance – \$144,250
 - State of Illinois Department of Commerce Economic Opportunity (DCEO) Grant - \$100,000
- ✓ 50-75 Year Lifespan (negligible operating expense required)

Chasemoor Lift Station Project – The project will modernize the lift station by reconfiguring the existing wet well, installing new pumps and controllers, installing a bypass valve vault, and upgrading the electrical panel.

- ✓ FY2022 Budget - \$487,885 (\$422,160 Rehabilitation/Restoration & \$65,725 for Engineering)
- ✓ FY2022 Funding Source – Sewer Fund Balance - \$487,885
- ✓ 50-year lifespan
- ✓ Operating Expenses Over Lifespan: \$200,000 (\$2,000 annually to perform maintenance & \$50,000 at 20-year mark for pump rebuild/replacement)

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 Village Debt section of this document. Lease payments for the following vehicle replacements are reflected in the FY2022 budget.

- ✓ Police – four (4) patrol vehicles and four (4) investigations vehicles
- ✓ Public Works – three (3) mid-size SUVs utilized for Department Head, Development Engineer, and Code Enforcement, 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 Improvement Schedule**

	FY2022	FY2023	FY2024	FY2025	FY2026
General Fund					
Police Department In-Car Video Cameras	\$ 32,375	\$ -	\$ -	\$ -	\$ -
Village Hall Security Doors	45,000	-	-	-	-
Total General Fund	77,375	-	-	-	-
Capital Improvement Fund					
Annual Road Program					
Resurfacing & Repairs	747,620	1,296,100	1,312,700	1,276,000	1,279,800
Pavement Maintenance	120,000	120,000	110,000	110,000	110,000
Materials Testing	15,000	15,000	15,000	15,000	15,000
Garfield Street LAAP	5,400	-	-	-	-
Burr Ridge Parkway LAAP	22,990	-	-	-	-
Total Capital Improvement Fund	911,010	1,431,100	1,437,700	1,401,000	1,404,800
Sidewalk/Pathway Fund					
County Line Road - Longwood to Katherine Legge Park					
Construction Engineering	22,300	-	-	-	-
Construction	221,950	-	-	-	-
Pedestrian Bridge Repair & Painting	18,500	-	-	-	-
Pathway Replacement	-	150,000	150,000	150,000	150,000
Total Sidewalk/Pathway Fund	262,750	150,000	150,000	150,000	150,000
Equipment Replacement Fund					
Brush Chipper	-	100,000	-	-	-
Equipment Replacement - Skidsteer (50%)	-	-	-	54,800	-
Scag Sabre Tooth Mower	-	-	-	-	15,000
Kubota Mower	-	-	-	-	16,000
Total Equipment Replacement Fund	-	100,000	-	54,800	31,000
Storm Water Management Fund					
Elm Street Culvert					
Engineering	-	50,000	-	-	-
Replacement	-	320,000	-	-	-
Total Storm Water Management Fund	-	370,000	-	-	-
Water Fund					
WM Connection - KLM Park	-	135,000	-	-	-
Transmission Main Interconnect w/JWS	-	55,000	-	-	-
WM Extension - 89th Street	-	204,000	-	-	-
WM Improvements - County Line Road & Carriage Way - PHII	-	-	2,600,000	-	-
Hinsdale Interconnection	-	-	100,000	-	-
PC Pump 4 Replacement	-	-	160,000	-	-
WM Replacements - Meadowbrook Drive	-	-	390,000	-	-
WM Replacements - Locations TBD	-	-	-	900,000	900,000
Equipment Replacement - Skidsteer (50%)	-	-	-	54,800	-
Case 590 Backhoe	-	-	-	192,000	-
Total Water Fund	-	394,000	3,250,000	1,146,800	900,000

***Five Year Capital Improvement Schedule***

	FY2022	FY2023	FY2024	FY2025	FY2026
Sewer Fund					
Chasemoor Lift Station Rehabilitation	487,885	-	-	-	-
Total Sewer Fund	487,885	-	-	-	-
Information Technology Fund					
Village Hall Copier	-	-	20,000	-	-
Video Surveillance/Wireless Networking Equipment	15,000	15,000	15,000	15,000	15,000
Total Information Technology Fund	15,000	15,000	35,000	15,000	15,000
Total Five Year Capital Improvement Plan	\$ 1,754,020	\$ 2,460,100	\$ 4,872,700	\$ 2,767,600	\$ 2,500,800



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 FY2022, the Village's long-term general obligation debt consists 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. Debt service to maturity of this issuance is as follows.

Fiscal Year	Principal	Interest	Total
<i>FY2022</i> (June 15 th , December 15 th interest payments)	\$ -	\$119,400	\$119,400
<i>FY2023</i> (June 15 th interest payment, December 15 th principal and interest payment)	\$5,970,000	\$119,400	\$6,089,400
Total Principal & Interest Payments	\$5,970,000	\$238,800	\$6,208,800

Partial funding for the balloon principal payment due on December 15, 2022 is currently available in the Village's Debt Service Fund. Available fund balance in the amount of approximately \$4.86 million will be available in the Debt Service Fund as of April 30, 2022. This leaves a shortfall of approximately \$1.1 million. The Village is currently reviewing its options related to the additional funding needed to cover the balloon payment. Considerations include the sale of Village property, whereby the sales proceeds could be used to pay the outstanding amount in full, as well as the possibility of refinancing all or a portion of the outstanding principal balance. The Village anticipates finalizing the decision within the next 2 - 5 months. The Village is covering the annual interest payment using available fund balance and annual interest earnings.

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 2019 EAV of \$1,195,171,351, the Village's legal debt limit is \$103,083,529, well above the Village's current debt load.

Based on a population of 10,559, the Village' per capita debt is \$565 per resident, well below the average of \$1,801 for Illinois municipalities with populations ranging from 1,000 – 25,000.



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 early 2020, the Village Board directed staff to proceed with the preparation of an agreement with a national fleet leasing company for the lease of public works and public safety vehicles that were scheduled for replacement during the upcoming FY2021 budget year. 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.

Subsequent to initial direction, and due to the ongoing pandemic and the uncertainty of the long-term effects of the Village's revenue sources, the Board placed all vehicles acquisitions on a wait list. In September 2020, the Board directed staff to proceed with the vehicle-leasing program. In October 2020, the Village entered into a Master Equity Lease Agreement with Enterprise Fleet for the lease of twenty-three (23) vehicles, ranging from vehicles for Police personnel to large dump trucks for snow plowing and other Public Works uses.

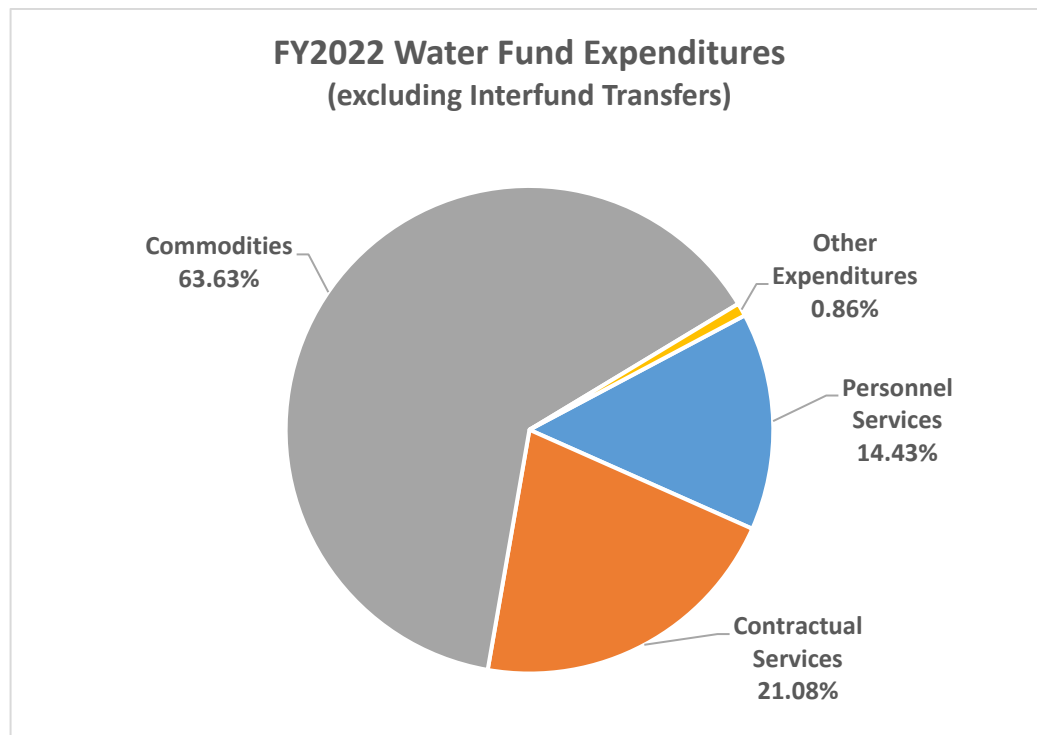
Below is a schedule of lease payments through April 30, 2026, based on outstanding leases as of May 1, 2021.

	FY2022	FY2023	FY2024	FY2025	FY2026	Total All Years
Police	\$155,747	\$130,086	\$130,086	\$36,836	\$4,315	\$457,070
Public Works	88,053	100,695	100,695	100,695	98,954	589,092
Water	48,708	38,989	38,989	38,989	38,402	204,077
	<u>\$392,508</u>	<u>\$269,770</u>	<u>\$269,770</u>	<u>\$176,520</u>	<u>\$141,670</u>	<u>\$1,250,238</u>



FY2022 Water Fund revenues amount to \$6,383,320, or 32.0% of total FY2022 revenues. Water sales revenues received from users of the system account for approximately 96.3% 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.

FY2022 Water Fund expenses (excluding transfers) amount to \$6,273,875, or 30.1% of the Village's total FY2022 expenditures. FY2022 Water Fund expenses are categorized as follows.

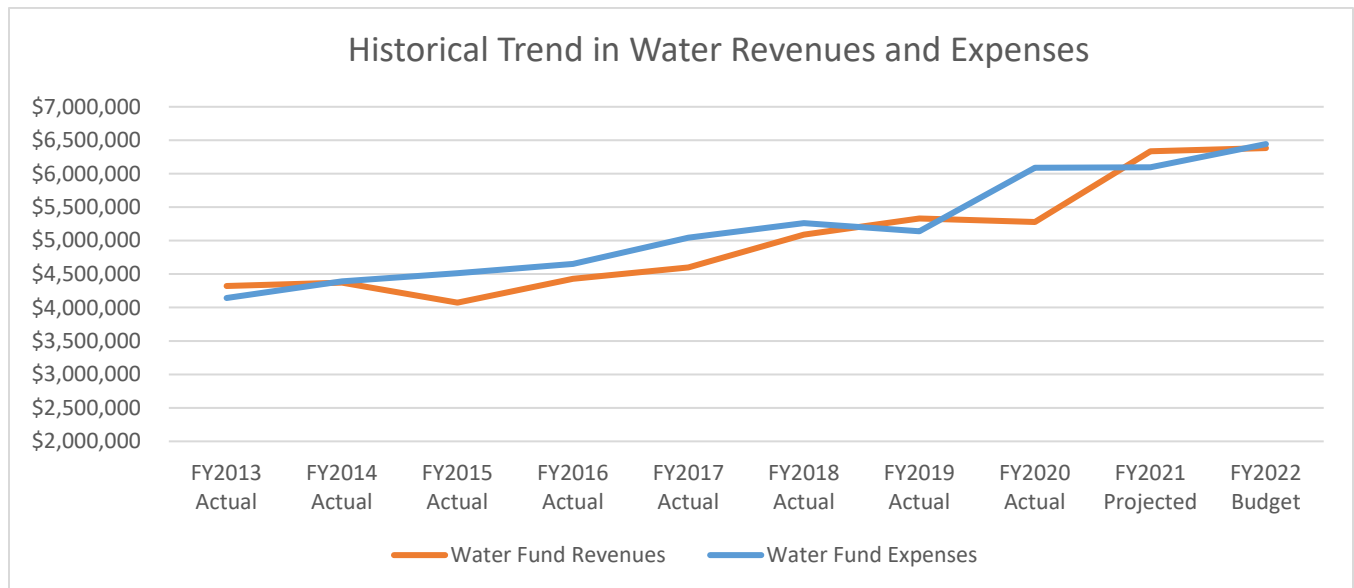


Commodities	Other Expenses
\$3,991,710	\$53,860
Personnel Services	Contractual Services
\$905,540	\$1,322,765

Commodities includes water purchases from the City of Chicago, via the Village of Bedford Park, in the amount of \$3,860,960.



Below is a history of Water Fund revenues and expenses from FY2013 through FY2022.



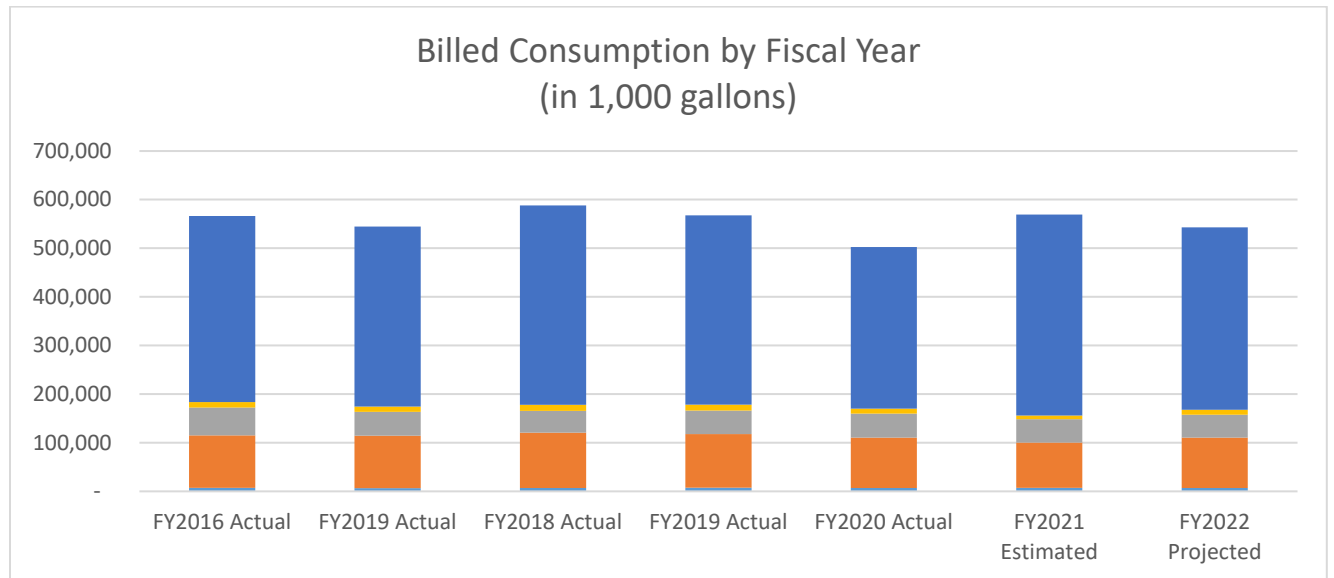
Water Rates

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 FY2022 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 Information Technology Fund, have reduced the unreserved fund balance of the fund significantly. Unreserved fund balance at the end of FY2022 is projected at 13.8% 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.

The table below provides a history of actual gallons billed by customer type for FY2016 – FY2020, as well as an estimate of FY2021 gallons billed and projected gallons to be billed for FY2022.



	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Estimated	FY2022 Projected
Apartments	7,039	6,585	6,915	7,599	6,806	7,213	6,906
Commercial	108,000	107,877	113,859	110,031	103,802	92,957	103,572
Industrial	57,271	49,066	44,601	48,510	49,265	48,216	46,981
Public	11,034	10,854	12,566	11,997	10,164	7,314	10,307
Residential	382,813	370,127	410,101	389,353	332,192	413,587	375,036
Total	566,157	544,509	588,042	567,490	502,229	569,288	542,801



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
General Fund Summary

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
Taxes	\$ 5,644,758	\$ 5,742,988	\$ 5,230,765	\$ 5,602,137	\$ 5,748,980
Licenses	47,920	52,204	96,385	6,535	77,785
Permits And Fees	657,021	413,316	440,000	402,160	376,875
Intergovernmental	1,129,932	1,194,826	1,455,580	1,598,835	1,227,110
Charges For Services	662,424	662,631	668,870	716,720	667,170
Fines And Forfeitures	115,681	121,292	210,000	77,510	130,000
Cost Recoverable	221,158	252,400	247,660	240,479	275,575
Miscellaneous Revenues	260,502	224,389	395,125	259,640	448,890
Other	925	6,040	15,000	39,025	110,000
Total Revenues	\$ 8,740,321	\$ 8,670,086	\$ 8,759,385	\$ 8,943,041	\$ 9,062,385
Expenditures					
Personnel Services	5,953,048	6,059,914	6,489,315	6,217,027	6,383,371
Contractual Services	1,492,148	1,685,209	1,749,760	1,793,833	1,647,614
Commodities	372,851	295,431	346,825	397,530	370,645
Capital Outlay	116,370	141,924	56,800	52,100	77,375
Other Expenditures	54,035	73,155	55,155	80,785	72,155
Total Expenditures	\$ 7,988,452	\$ 8,255,633	\$ 8,697,855	\$ 8,541,275	\$ 8,551,160
Excess (Deficiency) of					
Revenues Over Expenditures	751,868	414,453	61,530	401,766	511,225
Other Financing Sources (Uses)					
Fund Balance Transfers (Out)	(959,120)	(235,655)	(245,000)	(390,000)	(497,000)
Adjustment to Basis of Presentation*	64,781	99,280	-	-	-
Total Other Financing Sources (Uses)	\$ (894,339)	\$ (136,375)	\$ (245,000)	\$ (390,000)	\$ (497,000)
Net Change in Fund Balance	(142,471)	278,077	(183,470)	11,766	14,225
Beginning Fund Balance	5,461,586	5,040,856	5,318,933	5,318,933	5,330,699
Ending Fund Balance	\$ 5,319,115	\$ 5,318,933	\$ 5,135,463	\$ 5,330,699	\$ 5,344,924

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

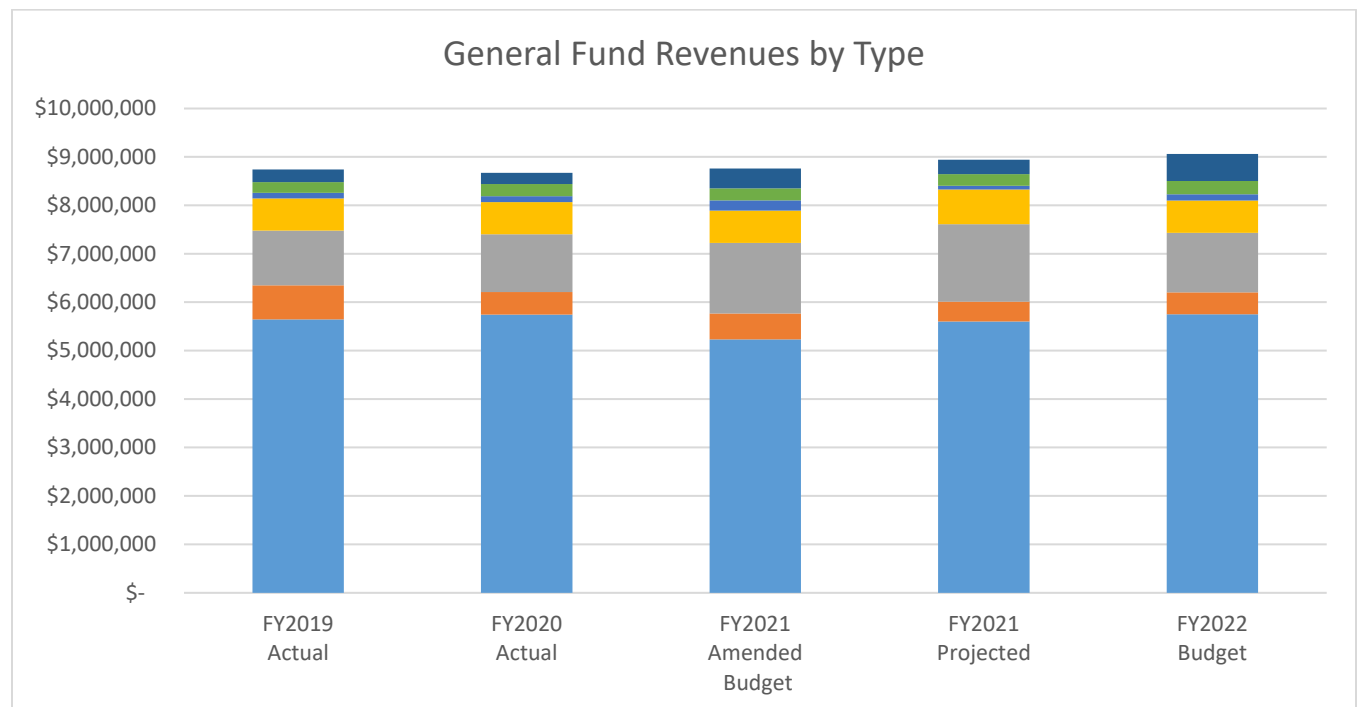
**FY2020 Beginning Fund Balance as restated



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, Police and Public Works. Information technology financial activity is reported in a separate internal service fund.

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.

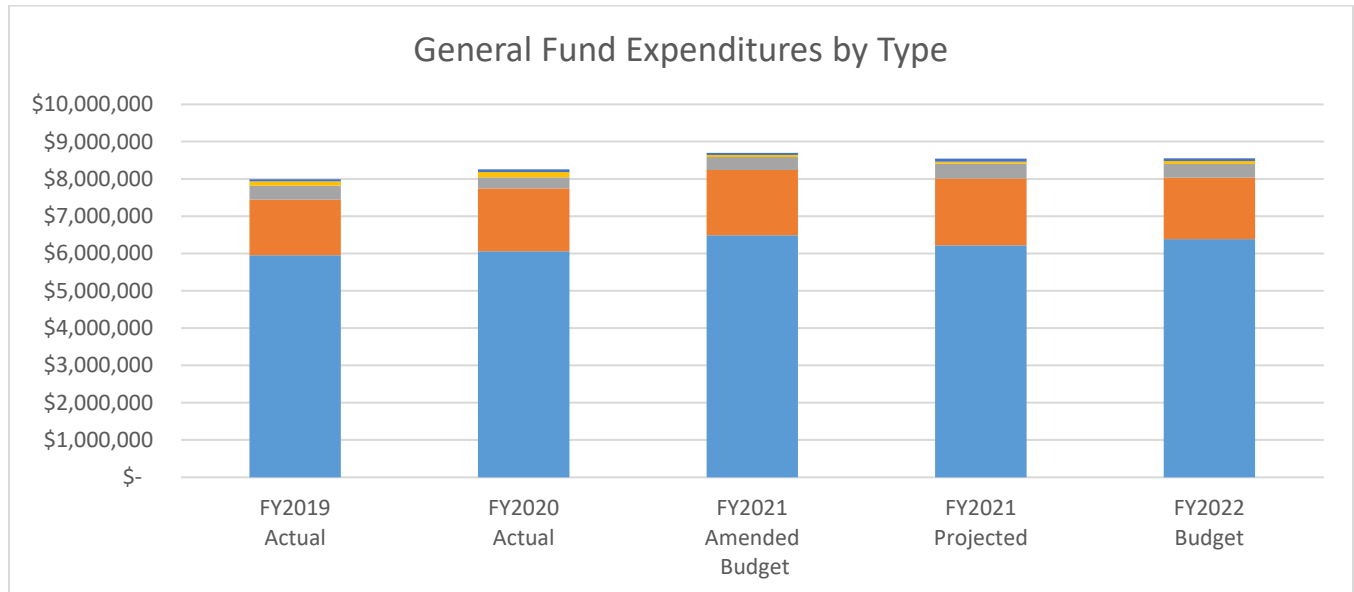
Total FY2022 General Fund revenues amount to \$9,062,385. Below is a breakdown of General Fund revenues by types for FY2019 through FY2022.



	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Taxes	\$5,644,758	\$5,742,988	\$5,230,765	\$5,602,137	\$5,748,980
Licenses, Permits & Fees	704,941	465,520	536,385	408,695	454,660
Intergovernmental	1,129,932	1,194,826	1,455,580	1,598,835	1,227,110
Charges for Services	662,424	662,631	668,870	716,720	667,170
Fines & Forfeitures	115,681	121,292	210,000	77,510	130,000
Cost Recoverable	221,158	252,400	247,660	240,479	275,575
Miscellaneous Revenues	261,427	230,429	410,125	298,665	558,890
	\$8,740,321	\$8,860,086	\$8,759,385	\$8,943,041	\$9,062,385



Total FY2022 General Fund expenditures, net of transfers to other funds, amount to \$8,551,160. Below is a breakdown of General Fund expenditures by types for FY2019 through FY2022.



	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Personnel Services	\$5,953,048	\$6,059,914	\$6,489,315	\$6,217,027	\$6,383,371
Contractual Services	1,492,148	1,685,209	1,749,760	1,793,833	1,647,614
Commodities	372,851	295,431	346,825	397,530	370,645
Capital Outlay	116,370	141,924	56,800	52,100	77,375
Other Expenditures	54,035	73,155	55,155	80,785	72,155
	\$7,988,452	\$8,255,633	\$8,697,855	\$8,541,275	\$8,551,160

Interfund transfers from the General Fund include transfers to the Village's capital project funds, as well the Information Technology Fund. 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 FY2019 and FY2020 amounted to \$959,120 and \$235,655, respectively. Budgeted transfers for FY2021 amounted to \$245,000; projected transfers for FY2021 amount to \$390,000. The FY2022 General Fund budget reflects transfers to other funds in the amount of \$497,000.

A consolidated summary of General Fund revenues, expenditures and changes in fund balance for FY2019 – FY2022 can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
General Fund Revenues

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Taxes</i>					
General Property Tax	\$ 175,830	\$ 271,480	\$ 300,120	\$ 290,880	\$ 233,280
Police Protection Property Tax	157,573	182,607	200,225	193,120	155,520
Police Pension Property Tax	748,665	758,505	754,750	778,097	910,306
Road & Bridge Tax	256,599	272,335	301,650	275,000	281,120
Municipal Sales Tax	1,556,484	1,627,016	1,501,850	1,522,783	1,602,050
Non-Home Rule Sales Tax	328,230	354,186	281,600	305,365	331,500
Auto Rental Tax	-	438	-	1,587	1,560
Use Tax	326,665	377,398	-	443,478	448,759
Cannabis Tax	-	3,126	-	8,447	8,975
Electric Utility Tax	895,517	845,529	887,740	844,100	835,650
Gas Utility Tax	295,291	222,309	265,030	276,020	258,730
Telecommunication Tax	520,965	467,285	473,610	389,460	358,300
Places of Eating Tax	382,939	360,774	264,190	273,800	323,230
Total Taxes	\$ 5,644,758	\$ 5,742,988	\$ 5,230,765	\$ 5,602,137	\$ 5,748,980
<i>Licenses</i>					
Liquor Licenses	45,620	47,354	45,600	250	47,000
Other Licenses	2,300	4,850	5,785	6,285	5,785
Business Licenses	-	-	45,000	-	25,000
Total Licenses	\$ 47,920	\$ 52,204	\$ 96,385	\$ 6,535	\$ 77,785
<i>Permits & Fees</i>					
Building Permits	584,691	386,605	400,000	399,360	350,625
Plat Fees	64,130	19,261	30,000	-	18,750
Public Hearing Fees	8,200	7,450	10,000	2,800	7,500
Annexation Fees	-	-	-	-	-
Total Permits & Fees	\$ 657,021	\$ 413,316	\$ 440,000	\$ 402,160	\$ 376,875
<i>Intergovernmental</i>					
State Income Tax	1,091,703	1,144,430	1,022,745	1,108,700	1,161,200
Corporate Replacement Tax	38,229	50,396	33,765	37,800	35,910
Grants	-	-	-	16,520	-
Federal Grants	-	-	399,070	435,815	30,000
Total Intergovernmental	\$ 1,129,932	\$ 1,194,826	\$ 1,455,580	\$ 1,598,835	\$ 1,227,110
<i>Charges for Services</i>					
Franchise Tax - Cable TV	283,591	275,591	277,090	268,390	263,560
Rent Revenue	378,833	387,041	391,780	448,330	403,610
Total Charges for Services	\$ 662,424	\$ 662,631	\$ 668,870	\$ 716,720	\$ 667,170



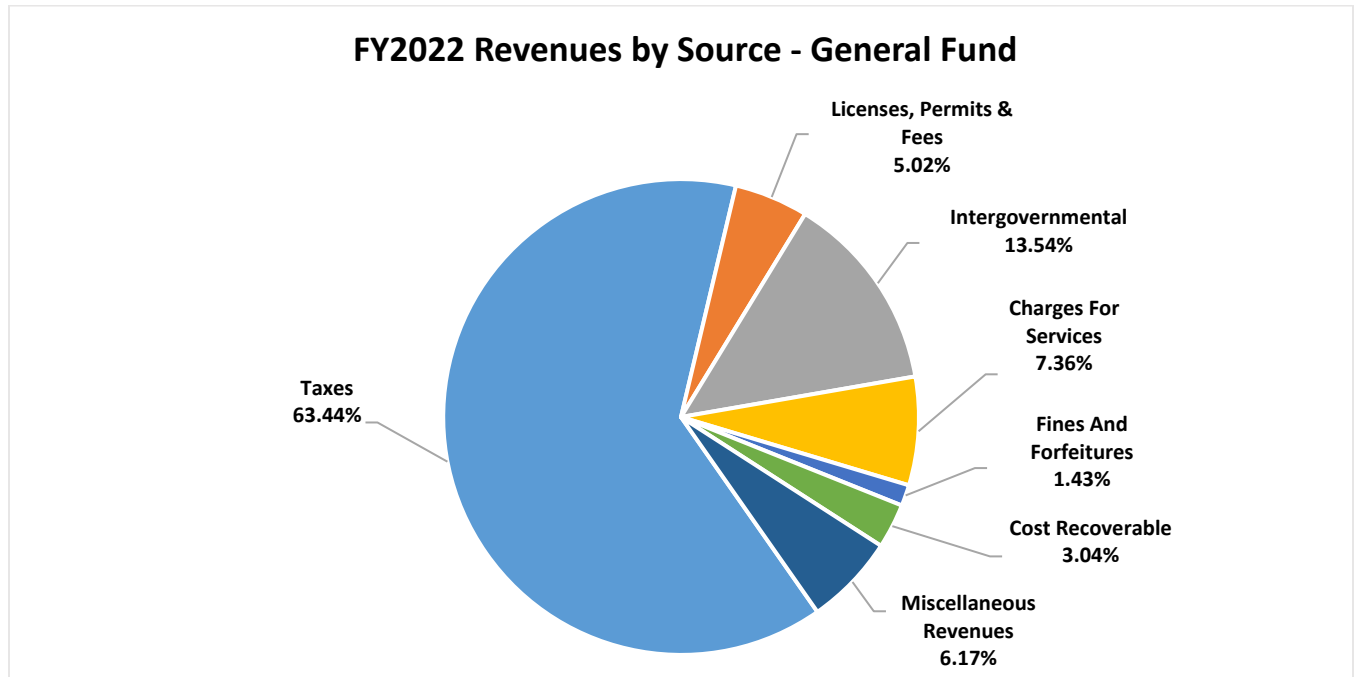
Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
General Fund Revenues

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Fines & Forfeitures</i>					
Circuit Court Fines	95,045	101,987	185,000	61,510	95,000
Village Fines	20,636	19,305	25,000	16,000	35,000
Total Fines & Forfeitures	\$ 115,681	\$ 121,292	\$ 210,000	\$ 77,510	\$ 130,000
<i>Cost Recoverable</i>					
Recoverable-Employee Share Insurance	112,037	119,470	136,160	127,535	105,910
Recoverable-Tree Purchases	-	2,127	2,500	5,374	2,500
Recoverable-Inspection Fees	29,817	36,942	35,000	40,000	35,000
Recoverable-Special Detail	1,347	9,835	9,000	-	92,165
Recoverable-Miscellaneous	77,244	84,026	65,000	67,570	40,000
Total Cost Recoverable	\$ 221,158	\$ 252,400	\$ 247,660	\$ 240,479	\$ 275,575
<i>Miscellaneous Revenues</i>					
Interest Income	171,933	148,641	141,990	162,790	151,390
Donations	-	9,000	7,000	11,500	7,000
Other Revenues	88,569	66,748	246,135	85,350	290,500
Total Miscellaneous Revenues	\$ 260,502	\$ 224,389	\$ 395,125	\$ 259,640	\$ 448,890
<i>Other</i>					
Proceeds From Sale Of Assets	925	6,040	15,000	39,025	110,000
Total Other	\$ 925	\$ 6,040	\$ 15,000	\$ 39,025	\$ 110,000
Total General Fund Revenues	\$ 8,740,321	\$ 8,670,086	\$ 8,759,385	\$ 8,943,041	\$ 9,062,385



Revenues by Source – General Fund

Total FY2022 revenues for the Village's General Fund amount to \$9,062,385, or approximately 46% of the Village's total FY2022 revenues. The following is a summary of the major revenue sources of the General Fund for FY2022.



Taxes	Intergovernmental	Charges for Services	Licenses, Permits & Fees
\$5,748,980	\$1,227,110	\$667,170	\$454,660
Miscellaneous Revenues	Cost Recoverable	Fines & Forfeitures	
\$558,890	\$275,575	\$130,000	

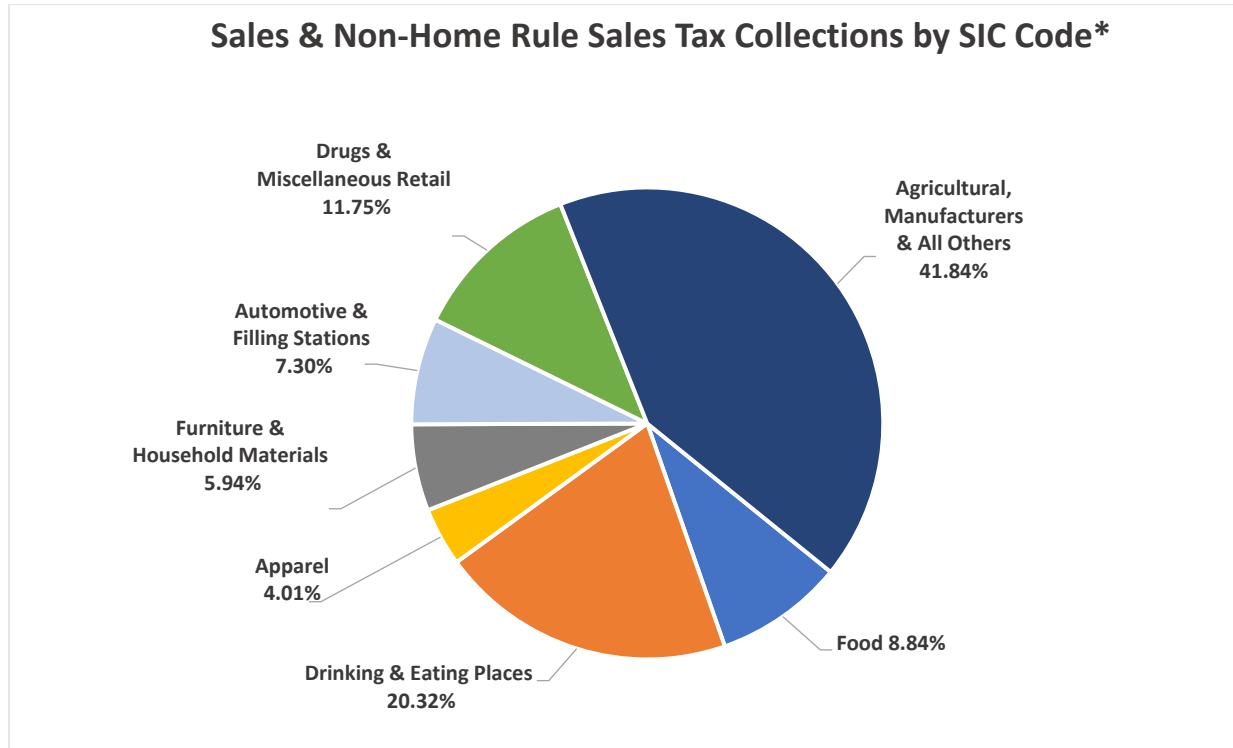
FY2022 General Fund revenues, by line item, can be found on the following page, along with a comparison to FY2019 and FY2020 actuals, as well as FY2021 budget and FY2021 projections.

Sales and Non-Home Rule Sales Tax

Sales tax is the largest revenue source for the Village, representing approximately 21.3% of total FY2022 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 sales and non-home rule sales tax collections for the twelve-month period ending September 30, 2020 (the most current information available).



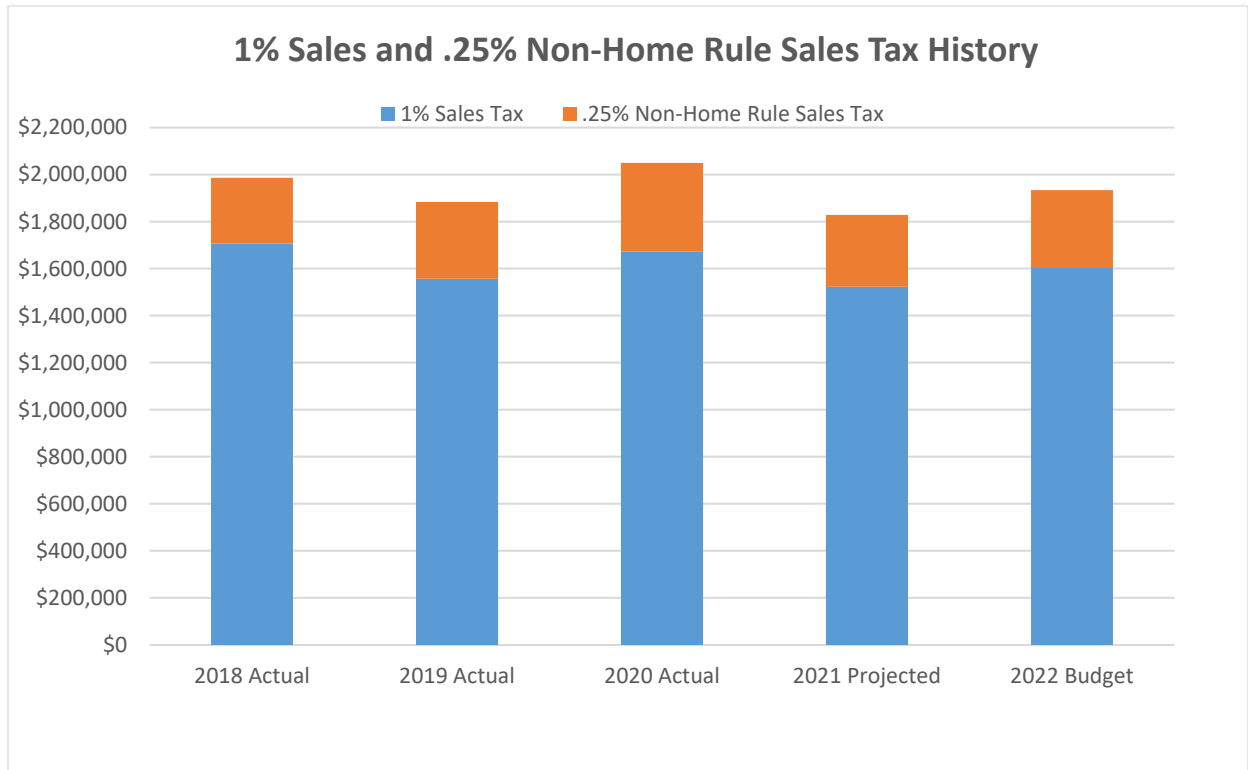
*SIC Code- Standard Industrial Classification Code

Agriculture, Manufacturers & All Others	Food	Drinking & Eating Places	Apparel
\$766,328	\$161,928	\$372,070	\$73,481
Furniture & Household Materials	Automotive & Filling Stations	Drugs & Miscellaneous Retail	
\$108,796	\$133,750	\$215,094	

Due to the ongoing pandemic, the Village took a very conservative approach when determining the sales and non-home rules sales tax budgets for FY2021; therefore, the Village's FY2021 budget reflected a decrease in sales and non-home rule sales tax of approximately 27.6% when compared to the FY2020 budget. Based on current projections, estimated FY2021 sales tax revenues are projected to decline approximately 6.4% as compared to FY2020 actual collections and non-home rule sales tax revenues are projected to decline approximately 13.8% as compared to FY2020 actual collections. Sales tax revenues were more resilient than originally anticipated due to the Village's diverse commercial base, and while food and dining establishments experienced revenues declines, agriculture and manufacturing businesses maintained steady sales. Based on current trends, FY2021 sales tax is projected at \$1,522,783 and FY2021 non-home rule sales tax is projected at \$305,365, a decrease of approximately \$104,000 and \$49,000, respectively, when compared to FY2020 actuals. Fiscal Year 2022 sales tax is forecasted at \$1,602,050 and non-home rule sales tax is forecasted at \$331,501. This reflects a 5.2% increase in sales tax and an 8.6% increase in non-home rule sales tax as compared to FY2021 projected actuals.



The chart below illustrates the Village’s sales tax and non-home rule sales tax collections since FY2018.

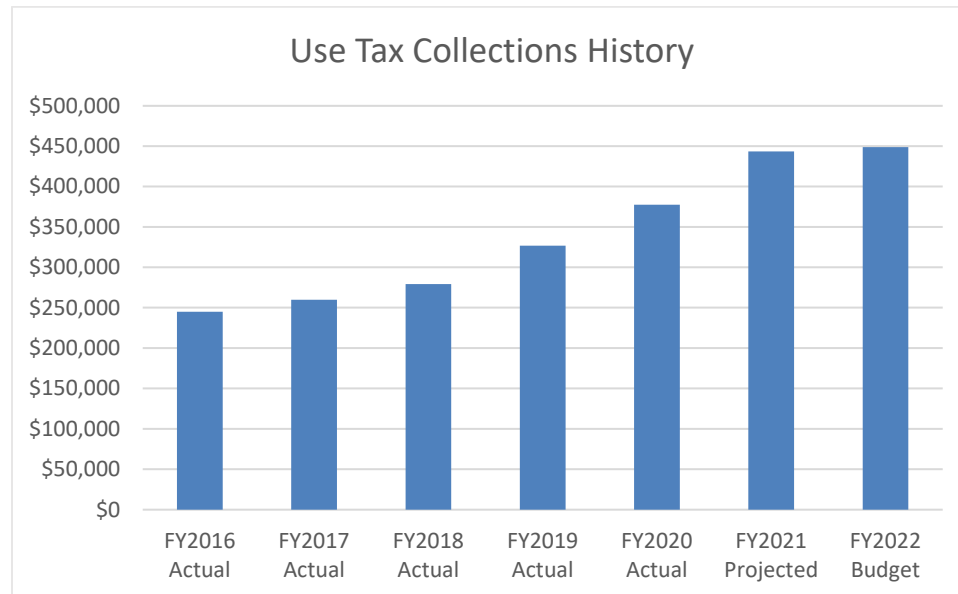


Use Tax

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. Since 2018, Use Tax revenues have increased by approximately 59% due to the increase in consumer online shopping, coupled with legislation changes requiring most out-of-state online retailers to assess the use tax. 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 will most likely shift a portion of the Village’s revenue from use tax collections to sales tax collections.

For budgetary purposes, the Village projects use tax revenues utilizing assumptions provided by the Illinois Municipal League (IML). The current estimated per capita rates issued by the IML equal \$42.00 for FY2021 and \$42.50 for FY2022. At this time, 2020 Census results have not been finalized by the State and therefore, the Village continues to estimate its per capita revenues on a population of 10,559. FY2021 use tax revenue is projected at \$443,478, an increase of approximately \$66,00, or 17.5% as compared to FY2020 actual collections. FY2022 use tax collections, based on a population of 10,559 and an estimated per capita rate of \$42.50, are forecasted at \$448,759, a slight increase over the FY2021 projection.

The following graph provides the history of Use Tax collections since FY2016. Additional comparative years were added to this graph to make the information more meaningful and provide the reader with an understanding of the significant growth of this revenue source over the last seven years.



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.

FY2021 revenues are projected higher than originally estimated based on a significant change to the IML's original per capita estimates issued in the spring of 2020. Original estimates assumed that distributions made through the LGDF would be reduced to 95%; however, Public Act 101-0636 removed this reduction, translating into approximately \$5 of additional per capita distributions for a full year. In addition, Illinois income tax payments made to the State have been more resilient than originally thought and have not declined to the degree that was expected during the pandemic. The increase in unemployment benefits paid due to the pandemic may have contributed to an increase in state withholding. Governor JB Pritzker, in his FY2022 State Budget Address, proposed a 10% reduction in Local Government Distributive Fund (LGDF) allocations to municipalities and counties compared to FY2021 distributions. A basic 10% reduction in LGDF funding would represent a loss of income tax revenue of approximately \$110,000 to the Village. This reduction is not factored into the FY2022 projections.

As previously mentioned, until the 2020 Census results are finalized, the Village will continue to forecast per capita revenues based on a population of 10,559. Should the Village realize population growth, the projected revenues will increase accordingly. The Village's FY2021 income tax revenue estimate is based on \$105.00 per capita and the FY2022 budget is based on \$102.50 per capita. In addition, the FY2022 budget is based on the current LGDF distribution formula. The FY2021 income tax projection amounts to \$1,108,700; the FY2022 income tax forecast equals \$1,161,200, an increase of approximately \$52,500, or 4.74%, as compared to the FY2021 projection.

Grant Revenues

The Village received approximately \$425,000 in grant funds during FY2021. Coronavirus Relief Funds (CRF) through the CARES Act, received from DuPage and Cook Counties, amounted to approximately \$400,000 of the total. These revenues, which were not originally budgeted in FY2021, reimbursed the Village for eligible expenditures

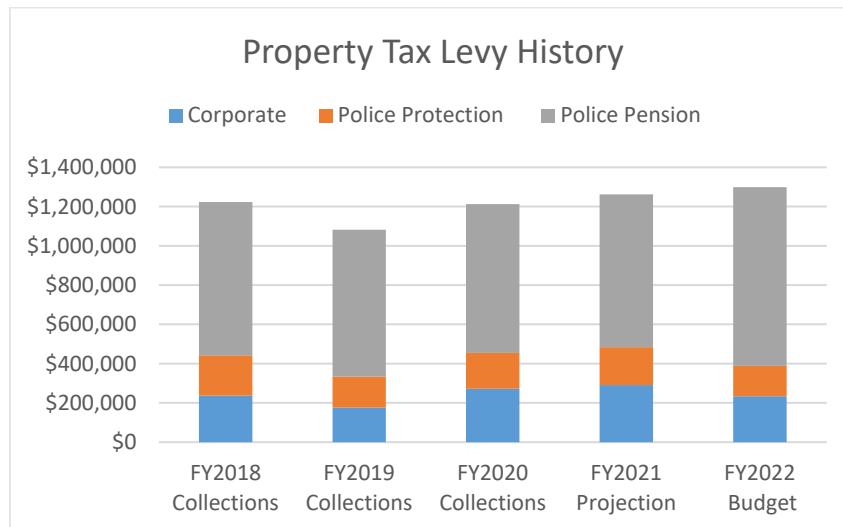


including payroll expenses for public safety, small business assistance programs, personal protective equipment (PPE) and improved telework capabilities.

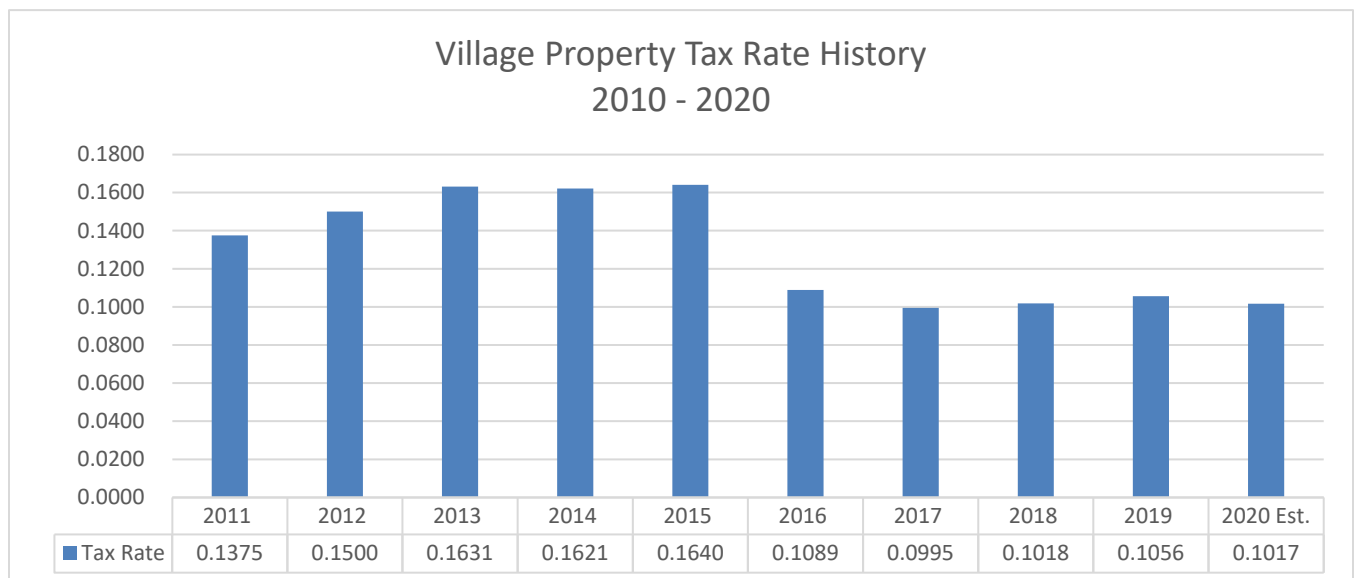
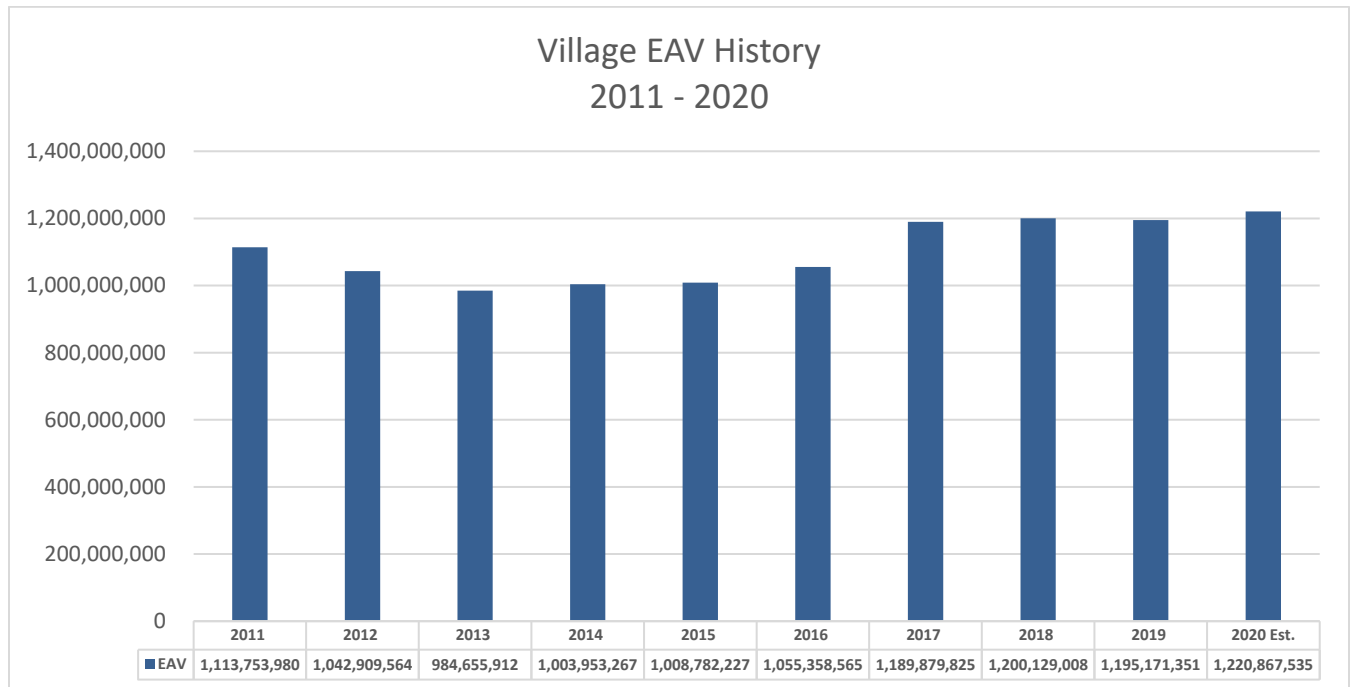
Property Tax

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 2019, collected in FY2021, the Village's tax rate equals \$.1080; for tax levy year 2020, which will be collected by the Village in FY2022, the tax rate is estimated at \$.1017. On average, for every \$100 of assessed valuation, the Village receives approximately \$.108. With a total tax rate of \$4.9606, approximately 2% of the resident's total tax bill is allocated to the Village.

The total 2020 property tax levy is approximately \$72,000 higher than the 2019 property tax levy; the total tax levy for tax year 2020 (collected in FY2022) amounts to \$1,299,105. 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 FY2018 – FY2020, projected collections for FY2021 and the FY2022 property tax budget, as well as the history of the Village's EAV and property tax rate over five fiscal years.



	FY2018 Collections	FY2019 Collections	FY2020 Collections	FY2021 Projected Collections	FY2022 Budget
Corporate	\$236,775	\$175,830	\$271,480	\$290,880	\$233,280
Police Protection	205,407	157,573	182,607	193,120	155,520
Police Pension	780,713	748,665	758,505	778,097	910,306
Total Tax Levy	\$1,222,895	\$1,082,068	\$1,212,592	\$1,262,097	\$1,299,105



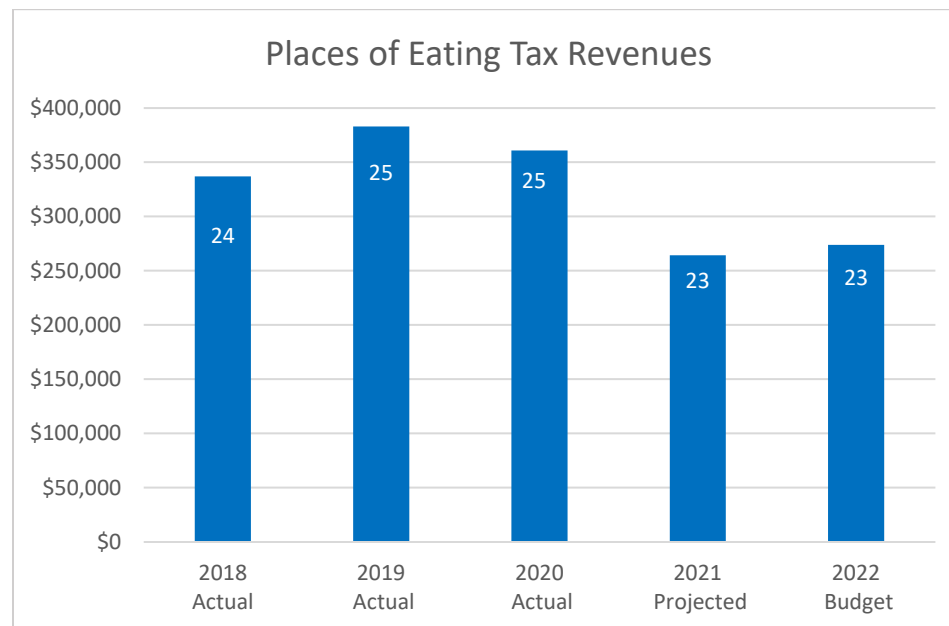
Note: A two-year lag exists between levy year and collection fiscal year.



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 indoor or outdoor seating is provided. The 1% tax is assessed on gross receipts and is passed onto the consumer. There are currently 23 establishments within the Village that are assessed this tax. 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 of approximately 31% when comparing FY2021 projected revenues to FY2019 actual revenues. With expected return of indoor dining, as well as the expansion of outdoor dining at some key restaurants, we anticipate this revenue to rebound in fiscal year 2022, although not to full recovery. Consistent with the Village's conservative approach to forecasting revenues, two new dining establishments that are expected to begin operating in 2021 have not been factored into the FY2022 revenue forecast. FY2022 places of eating tax revenues are forecasted at approximately 71.5% of pre-pandemic levels. Hotels, which contribute significantly to this revenue source, are not anticipated to see a return of large gatherings until the 3rd quarter of 2021; therefore, we do not predict full recovery in FY2022.

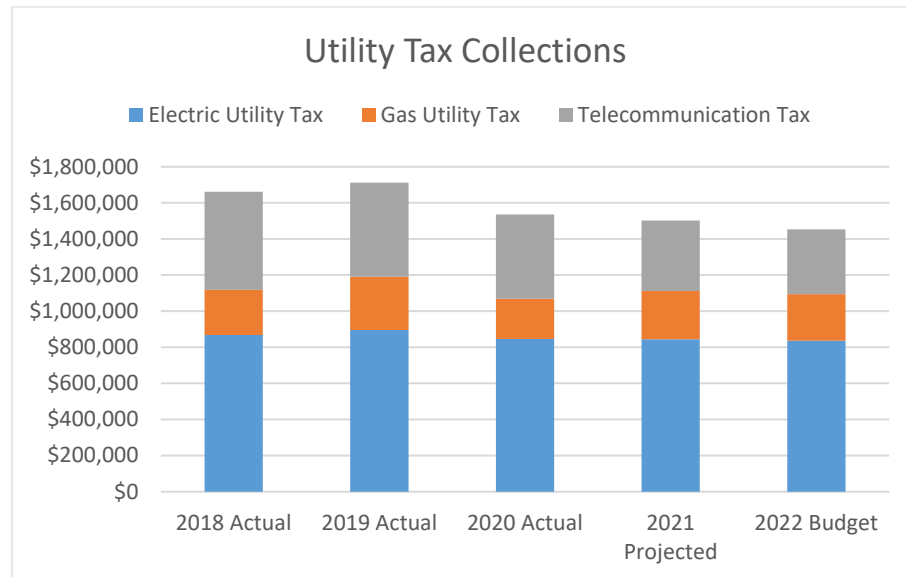
The chart below illustrates actual collections from FY2018 to FY2020, as well as projected FY2021 revenues and forecasted FY2022 revenues.



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 \$1,452,680, represent approximately 16% of total FY2022 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 FY2018 is reflected below.



As shown above, utility tax revenues have been declining since Fiscal Year 2018, likely a result of energy efficiencies and changes in consumer behavior. Fiscal year 2021 total utility taxes are projected at \$1,501,430, a decrease of \$33,693, or 2.2%, as compared to Fiscal Year 2020. For Fiscal Year 2022, total utility taxes are forecasted to decrease by approximately \$49,000, or 3.2%, when compared to Fiscal Year 2021 projections.

Of the three (3) 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 approximately \$109,000 less than actual Fiscal Year 2020 revenues from this source. The Village anticipates that this trend will continue as the demand for mobile capabilities grows more and more over time.

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. The Fiscal Year 2021 budget reflected \$45,000 in Business License revenue, based upon the projected issuance of 450 licenses. As a result of the pandemic and to provide economic relief, the Village waived the requirement for paying business license fees in FY2021. While the Village originally anticipated issuing approximately 450 licenses, due to the number of exempt businesses, Fiscal Year 2022 revenues are conservatively forecasted at \$25,000.

Permits and Fees

Building permits and other development related fees, in the amount of \$376,875, represent approximately 4.2% of total FY2022 General Fund revenues. Building permit fees included in the FY2022 budget amount to \$350,625; other development related fees reflected in the FY2022 budget include plat fees in the amount to \$18,750 and public hearing fees in the amount of \$7,500. FY2021 revenue is projected to decrease by approximately \$11,156, or 2.7% as compared to FY2020 actual revenues. Both residential and commercial permits came in close to budget in FY2021, however there was a decrease in Plat and Public Hearing Fee revenues. The FY2022 budget reflects a decrease in Building Permit and other development related fees of approximately 12.2% when compared to FY2021 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. This revenue source has been declining slowly by approximately 2% per year for the last three fiscal years, as the trend towards online streaming continues. Revenues are projected to continue to decline at a rate of 2% per year as customer's move away from cable providers and choose internet streaming services.

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. In addition, in FY2021, the Village implemented a tent rental program to assist local restaurants with offering outdoor dining. Revenue received through this program amounted to approximately \$56,000.

Other Revenues

Other Revenues in the amount of \$290,500, represent approximately 3.2% of total FY2022 General Fund revenues. A drawdown of \$230,000 from the Intergovernmental Risk Management Agency (IRMA) excess surplus makes up the largest portion of this source. Due to positive investment returns in 2020, IRMA distributed investment income earnings to the member pool based on each member's share in the pool during FY2021, of which \$230,000 was distributed to the Village. The Village's projected IRMA excess surplus balance after the \$230,000 drawdown is \$505,720.

A detailed schedule of General Fund revenues for FY2019 – FY2022 can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
General Fund - Expenditures - All Departments

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Boards & Commissions</i>					
Personnel Services	\$ 45,417	\$ 43,999	\$ 56,930	\$ 45,070	\$ 52,095
Contractual Services	90,897	197,375	161,510	250,045	181,860
Commodities	531	250	1,000	2,230	800
Capital Outlay	-	-	-	-	-
Other Expenditures	42,293	62,793	44,155	68,400	59,755
Transfers Out	9,940	8,405	-	-	-
Total Boards & Commissions	\$ 189,077	\$ 312,822	\$ 263,595	\$ 365,745	\$ 294,510
<i>Administration</i>					
Personnel Services	\$ 607,656	\$ 584,531	\$ 647,425	\$ 650,035	\$ 563,530
Contractual Services	226,703	243,343	151,245	149,255	143,975
Commodities	2,146	4,273	6,700	23,050	10,450
Capital Outlay	-	-	-	-	-
Other Expenditures	-	-	-	-	-
Transfers Out	27,820	24,080	-	-	-
Total Administration	\$ 864,325	\$ 856,228	\$ 805,370	\$ 822,340	\$ 717,955
<i>Finance</i>					
Personnel Services	\$ 254,135	\$ 267,211	\$ 284,960	\$ 282,505	\$ 266,795
Contractual Services	70,979	70,092	38,365	62,145	36,440
Commodities	134	1,475	1,000	1,265	6,000
Capital Outlay	-	-	-	-	-
Other Expenditures	-	-	-	-	-
Transfers Out	19,870	16,770	-	-	-
Total Finance	\$ 345,117	\$ 355,548	\$ 324,325	\$ 345,915	\$ 309,235
<i>Central Services</i>					
Personnel Services	\$ 2,846	\$ 3,807	\$ 3,500	\$ 3,055	\$ 3,500
Contractual Services	26,562	215,734	293,225	297,070	224,870
Commodities	9,605	9,029	7,300	8,900	8,200
Capital Outlay	-	-	-	-	-
Other Expenditures	11,742	10,362	11,000	12,385	12,400
Transfers Out	820,000	115,000	245,000	390,000	485,000
Total Central Services	\$ 870,756	\$ 353,932	\$ 560,025	\$ 711,410	\$ 733,970
<i>Police</i>					
Personnel Services	\$ 4,258,716	\$ 4,372,822	\$ 4,685,345	\$ 4,449,342	\$ 4,757,896
Contractual Services	454,186	465,974	464,690	377,433	479,084
Commodities	78,689	61,629	74,400	86,275	85,670
Capital Outlay	108,317	125,765	10,500	9,100	32,375
Other Expenditures	-	-	-	-	-
Transfers Out	55,650	49,160	-	-	-
Total Police	\$ 4,955,557	\$ 5,075,351	\$ 5,234,935	\$ 4,922,150	\$ 5,355,025



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
General Fund - Expenditures - All Departments

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Public Works</i>					
Personnel Services	\$ 784,278	\$ 787,544	\$ 811,155	\$ 787,020	\$ 739,555
Contractual Services	464,694	349,967	516,250	478,275	581,385
Commodities	265,200	202,898	237,425	235,435	259,525
Capital Outlay	4,389	10,117	12,200	11,650	45,000
Other Expenditures	-	-	-	-	-
Transfers Out	25,840	22,240	-	-	12,000
Total Public Works	\$ 1,544,401	\$ 1,372,766	\$ 1,577,030	\$ 1,512,380	\$ 1,637,465
<i>Building & Grounds</i>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	158,127	142,723	124,475	179,610	-
Commodities	16,547	15,876	19,000	40,375	-
Capital Outlay	3,664	6,042	34,100	31,350	-
Other Expenditures	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Buildings & Grounds	\$ 178,338	\$ 164,641	\$ 177,575	\$ 251,335	\$ -
Total Expenditures - All Departments	\$ 8,947,572	\$ 8,491,288	\$ 8,942,855	\$ 8,931,275	\$ 9,048,160

**General Fund – Boards and Commissions****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
- ✓ Pathway Commission
- ✓ Environmental Quality Commission

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

- ✓ Bicycle
- ✓ Downtown Events Planning
- ✓ Economic Development
- ✓ Personnel
- ✓ Stormwater Management
- ✓ Street Policy
- ✓ Veterans
- ✓ Water

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

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Personnel Services	\$45,417	\$43,999	\$56,930	\$45,070	\$52,095
Contractual Services	90,897	197,375	161,510	250,045	181,860
Commodities	531	250	1,000	2,230	800
Other Expenditures	42,293	62,793	44,155	68,400	59,755
Transfers	9,940	8,405	-	-	-
Total Expenditures General Fund – Boards and Commissions	\$189,077	\$312,822	\$263,595	\$366,745	\$294,510

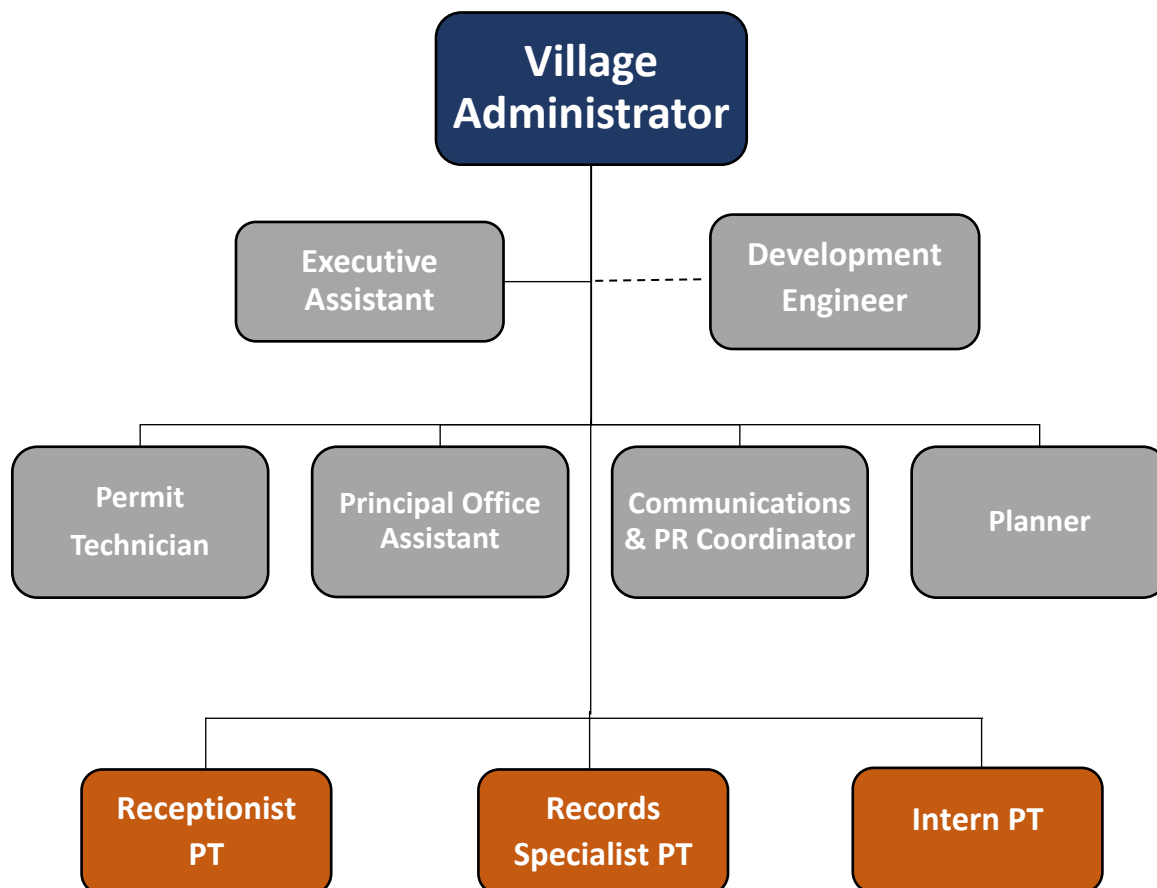
**General Fund - Boards & Commissions - Expenditures**

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Personnel Services</i>					
Salaries Part-Time	\$ 29,853	\$ 28,800	\$ 32,780	\$ 26,480	\$ 30,400
IMRF Contribution	914	523	1,040	60	190
FICA/Medicare Taxes	2,270	2,199	2,510	2,030	2,330
Dues & Subscriptions	9,573	10,485	15,300	15,300	15,300
Training & Travel Expense	2,806	1,992	5,300	1,200	3,875
<i>Contractual Services</i>					
Legal Services	74,981	116,971	120,000	212,000	141,500
Prosecution Services	10,128	22,013	29,000	20,000	30,000
Other Professional Services	2,918	47,859	7,300	11,000	5,000
Postage	490	5,341	3,270	5,120	3,340
Telephone	1,577	1,771	940	925	1,020
Printing	803	3,420	1,000	1,000	1,000
<i>Commodities</i>					
Operating Supplies	531	250	1,000	2,230	800
<i>Other Expenditures</i>					
Public/Employee Relations	25,878	29,609	11,300	24,050	38,800
Village Clerk	1,012	515	2,200	2,100	2,200
Fire & Police Commission	4,362	20,389	19,255	21,250	15,755
Cable TV	10,350	9,800	-	-	-
Economic Development Commission	691	2,480	11,400	21,000	3,000
<i>Transfers</i>					
Transfer to Info Technology Fund	9,940	8,405	-	-	-
Total Expenditures -					
General Fund - Boards & Commissions	\$ 189,077	\$ 312,822	\$ 263,595	\$ 365,745	\$ 294,510



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 Village Board and the operational departments. The Administration Department ensures that operating departments have the direction, coordination, and resources needed to carry out the Village Board’s policy decisions, and provides oversight to Village communications, human resources, information technology, risk management, labor relations, community and economic development, and special events.



FY2021 Highlights and Accomplishments

- ✓ **COVID-19 Communications Response:** Assisted elected officials by sending over 200 unique notifications to the community regarding the ongoing COVID-19 pandemic.
- ✓ **Implemented Outdoor Tent Program:** Implemented an outdoor dining program supplemented by a Village-sponsored tent program in response to COVID-19.
- ✓ **2020 Census:** Worked alongside the Complete Count Committee, achieving an 81% Census self-response rate, an improvement over the 2010 mark of over 10%.
- ✓ **Downtown Economic Development:** Staff assisted in the successful opening of seven downtown businesses.
- ✓ **Online Ordinance Management:** Implemented a searchable ordinance management database on the Village website.
- ✓ **Business License Program:** Implemented the business license program, with over 250 businesses already registered.
- ✓ **BMW Championship:** Successfully administered an amended players-group promotional week for the BMW Championship at the Marriott Hotel.
- ✓ **Administrative Adjudication:** Through the efforts of the Administration and Police Departments, created and implemented the Village's first-ever administrative adjudication program.



Below are Administration goals and objectives that are reflected in the FY2022 Budget.

Strategic Priorities				
FY2022 Department Goals	Contribute to Prosperous Economic Development	Deliver High Quality Village Services	Prudent Financial Management	Effective Communications
Implement new Village website		✓		✓
Amend Economic Development Plan to pursue opportunities and strategies within key economic corridors	✓	✓	✓	
Complete a comprehensive overhaul of Village communications		✓		✓
Complete Village-wide resident survey		✓		✓
Oversee expansion of the Village's CIP documentation and planning		✓	✓	✓
Complete comprehensive review of the employee benefits structure		✓	✓	



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

Performance Measures						
Village Strategic Goal: Prudent Financial Management						
		FY2016	FY2017	FY2018	FY2019	FY2020
Input	Department Expenditures	\$920,451	\$1,029,060	\$1,008,300	\$864,325	\$856,228
Village Strategic Goal: Deliver High Quality Village Services						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	FOIA Requests	151	131	105	112	119
Output	FOIA Extensions	0	0	3	7	0
Output	Citizens Request for Service	55	113	176	81	381
Village Board Strategic Goal: Effective Communications						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Agendas	87	86	85	95	77
Village Board Strategic Goal: Contribute to Prosperous Economic Development						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Liquor Licenses	23	24	28	29	29
Output	Number of Building Permits	356	340	299	313	279
Output	New Housing Starts	24	14	40	22	18
Output	Additions/Alterations (Res.)	59	50	42	44	65
Output	Additions/Alterations (Non-Res.)	23	21	11	21	38

Below is a summary of Administration expenditures by type.

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Personnel Services	\$607,656	\$584,531	\$647,425	\$650,035	\$563,530
Contractual Services	226,703	243,343	151,245	149,255	143,975
Commodities	2,146	4,273	6,700	23,050	10,450
Transfers	27,820	24,080	-	-	-
Total - Administration	\$864,325	\$856,228	\$805,370	\$822,340	\$717,955

**General Fund - Administration - Expenditures**

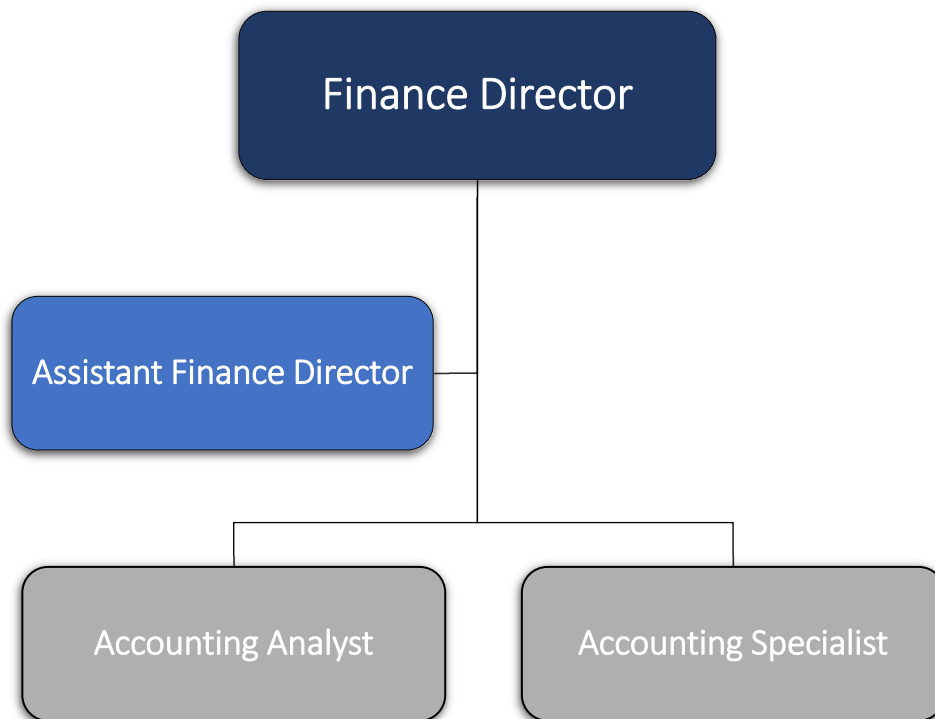
	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Personnel Services</i>					
Salaries Full-Time	\$ 406,747	\$ 392,920	\$ 405,390	\$ 418,505	\$ 365,670
Salaries Part-Time	28,512	32,418	68,880	55,090	51,640
Salaries Overtime	185	-	600	600	-
IMRF Contribution	55,371	49,202	55,170	60,500	43,370
FICA/Medicare Taxes	34,053	35,493	40,105	38,225	30,970
Health/Life Insurance	70,235	62,631	66,320	69,600	66,520
Dues & Subscriptions	1,074	1,537	1,810	1,510	1,610
Employee Recruitment Expense	225	18	-	105	-
Training & Travel Expense	11,255	10,313	9,150	5,900	3,750
<i>Contractual Services</i>					
Other Professional Services	15,245	19,208	16,500	12,000	13,000
Postage	2,708	3,109	3,050	2,400	3,110
Telephone	18,559	22,633	8,620	8,255	9,840
Publishing	825	2,450	2,000	1,500	2,000
Printing	435	1,878	375	100	375
Maintenance - Vehicles	-	-	-	-	-
Building/Zoning Enforcement	188,931	194,066	120,700	125,000	115,650
<i>Commodities</i>					
Office Supplies	178	36	300	700	300
Operating Supplies	1,762	4,055	6,250	22,200	5,000
Gasoline & Oil	206	182	150	150	150
Supplies - Equipment	-	-	-	-	5,000
<i>Transfers</i>					
Transfer to Info Technology Fund	27,820	24,080	-	-	-
Total Expenditures - General Fund - Administration	\$ 864,325	\$ 856,228	\$ 805,370	\$ 822,340	\$ 717,955

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. We strive to provide timely and accurate information to the Village Board for decision-making and commit to anticipating and exceeding the services needs of all Village employees.

We accomplish our 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, we follow the high standards and ethics required by our profession and are 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 received \$400,000 in CARES Act funding in response to the Covid-19 pandemic. The grant funding from DuPage and Cook Counties were used to assist the Village's hotels, restaurants, and retail businesses in the recovery and offset the damage caused by Covid-19.
- ✓ **Awarded the Certificate of Achievement for Excellence in Finance Reporting:** In the Village's first attempt, received the GFOA Certificate of Achievement for Excellence in Financial Reporting Award as we redesigned, updated and submitted FY2020 comprehensive annual financial report for a first-time submission to the program.
- ✓ **Awarded the Distinguished Budget Presentation Award:** In the Village's first attempt, received the GFOA Distinguished Budget Presentation Award, the highest form of recognition in governmental budgeting.
- ✓ **Implemented Enhanced Online Payment Services:** Implemented a new bill payment service, InvoiceCloud, that makes it easier for residents and businesses to view and pay bills and manage accounts online. This service provides convenient options to enroll in paperless billing, auto pay, scheduling payments, and text reminders and view bills online.
- ✓ **Recruit and Onboard an Accounting Specialist:** Recruited and hired a full time individual to assume the Utility Billing function. Provided onboarding and training.

Below are Finance goals and objectives that are reflected in the F2022 budget.

FY2022 Department Goals	Strategic Priorities			
	Contribute to Prosperous Economic Development	Deliver High Quality Village Services	Prudent Financial Management	Effective Communication
Implement paperless accounts payable		✓	✓	
Review and update Village financial Policies and Long-Term Planning	✓	✓	✓	✓
Submit Annual Budget and Audit for GFOA Award Programs		✓	✓	✓
Police Pension Long Term Funding Policy and Analysis			✓	✓
Enhance Sales Tax Reporting	✓		✓	✓
Encourage Online Payment Options		✓	✓	✓



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

Performance Measures						
Village Strategic Goal: Prudent Financial Management						
		FY2016	FY2017	FY2018	FY2019	FY2020
Input	Department Expenditures	\$299,701	\$325,174	\$326,967	\$345,117	\$355,207
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						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Direct Debit Sign Ups	139	117	120	129	126
Village Board Strategic Goal: Effective Communications						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Utility Bills Mailed	25,011	24,759	24,399	24,292	24,010
Output	Utility Bills E-Billed	*	*	*	1,474	1,556
Output	Reminder Noticed Mailed	2,609	2,617	2,877	2,433	2,015

**not yet implemented*

Below is a summary of Finance expenditures by type.

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Personnel Services	\$254,135	\$267,211	\$284,960	\$282,505	\$266,795
Contractual Services	70,979	70,092	38,365	62,145	36,440
Commodities	134	1,475	1,000	1,265	1,000
Transfers	19,870	16,770	-	-	-
Total - Finance	\$345,117	\$355,548	\$324,325	\$345,915	\$309,235



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
General Fund - Finance - Expenditures

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Personnel Services</i>					
Salaries Full-Time	\$ 178,398	\$ 183,815	\$ 191,420	\$ 191,895	\$ 191,865
Salaries Part-Time	16,595	16,994	18,130	16,010	-
Salaries Overtime	242	-	-	-	-
IMRF Contribution	19,308	20,122	22,625	22,655	22,750
FICA/Medicare Taxes	14,619	14,923	15,705	15,560	14,200
Health/Life Insurance	21,836	29,478	33,555	33,825	33,810
Dues & Subscriptions	490	290	1,645	1,920	1,545
Employee Recruitment Expense	-	342	-	-	-
Training & Travel Expense	2,646	1,247	1,880	640	2,625
<i>Contractual Services</i>					
Other Professional Services	25,140	6,886	-	26,290	-
Postage	1,408	1,249	1,890	420	500
Telephone	5,418	6,601	2,325	2,200	2,700
Publishing	681	1,117	1,400	665	690
Printing	532	1,413	1,650	1,180	950
Auditing Services	37,800	52,825	31,100	31,390	31,600
<i>Commodities</i>					
Office Supplies	-	833	500	500	500
Operating Supplies	134	642	500	765	500
Supplies - Equipment	-	-	-	-	5,000
<i>Transfers</i>					
Transfer to Info Technology Fund	19,870	16,770	-	-	-
Total Expenditures - General Fund - Finance	\$ 345,117	\$ 355,548	\$ 324,325	\$ 345,915	\$ 309,235



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 capital projects funds and Information Technology Fund, depending on current year needs and excess reserves in the General Fund.

Below is a summary of Central Services expenditures by type.

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Personnel Services	\$2,846	\$3,807	\$3,500	\$3,055	\$3,500
Contractual Services	26,562	215,734	293,225	297,070	224,870
Commodities	9,605	9,029	7,300	8,900	8,200
Other Expenditures	11,742	10,362	11,000	12,385	12,400
Transfers	820,000	115,000	245,000	390,000	485,000
Total - Central Services	\$870,756	\$353,932	\$560,025	\$711,410	\$733,970



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
General Fund - Central Services - Expenditures

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Personnel Services</i>					
IMRF Contribution	\$ -	\$ 222	\$ -	\$ -	\$ -
FICA/Medicare Taxes	-	236	-	-	-
Other Personnel Services	2,846	3,349	3,500	3,055	3,500
<i>Contractual Services</i>					
Printing	1,648	-	4,000	3,615	3,000
Maintenance - Equipment	2,806	3,878	2,800	2,360	2,360
Insurance	21,555	208,644	20,000	24,670	217,670
Rentals	459	3,212	266,425	266,425	1,840
Other Contractual Services	95	-	-	-	-
<i>Commodities</i>					
Office Supplies	2,887	2,121	2,200	2,200	2,200
Operating Supplies	6,718	6,908	5,100	6,700	6,000
<i>Capital Outlay</i>					
Equipment	-	-	-	-	-
<i>Other Expenditures</i>					
Bank/Investment Fees	11,613	10,362	11,000	12,385	12,400
Other Expenses	129	-	-	-	-
<i>Transfers</i>					
Transfer to Capital Improvement Fund	610,000	100,000	200,000	200,000	160,000
Transfer to Sidewalks/Pathway Fund	130,000	-	-	-	-
Transfer to Equip Replacement Fund	-	-	-	-	270,000
Transfer to SW Management Fund	80,000	15,000	45,000	45,000	-
Transfer to Info Technology Fund	-	-	-	145,000	55,000
Total Expenditures -					
General Fund - Central Services	\$ 870,756	\$ 353,932	\$ 560,025	\$ 711,410	\$ 733,970

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.

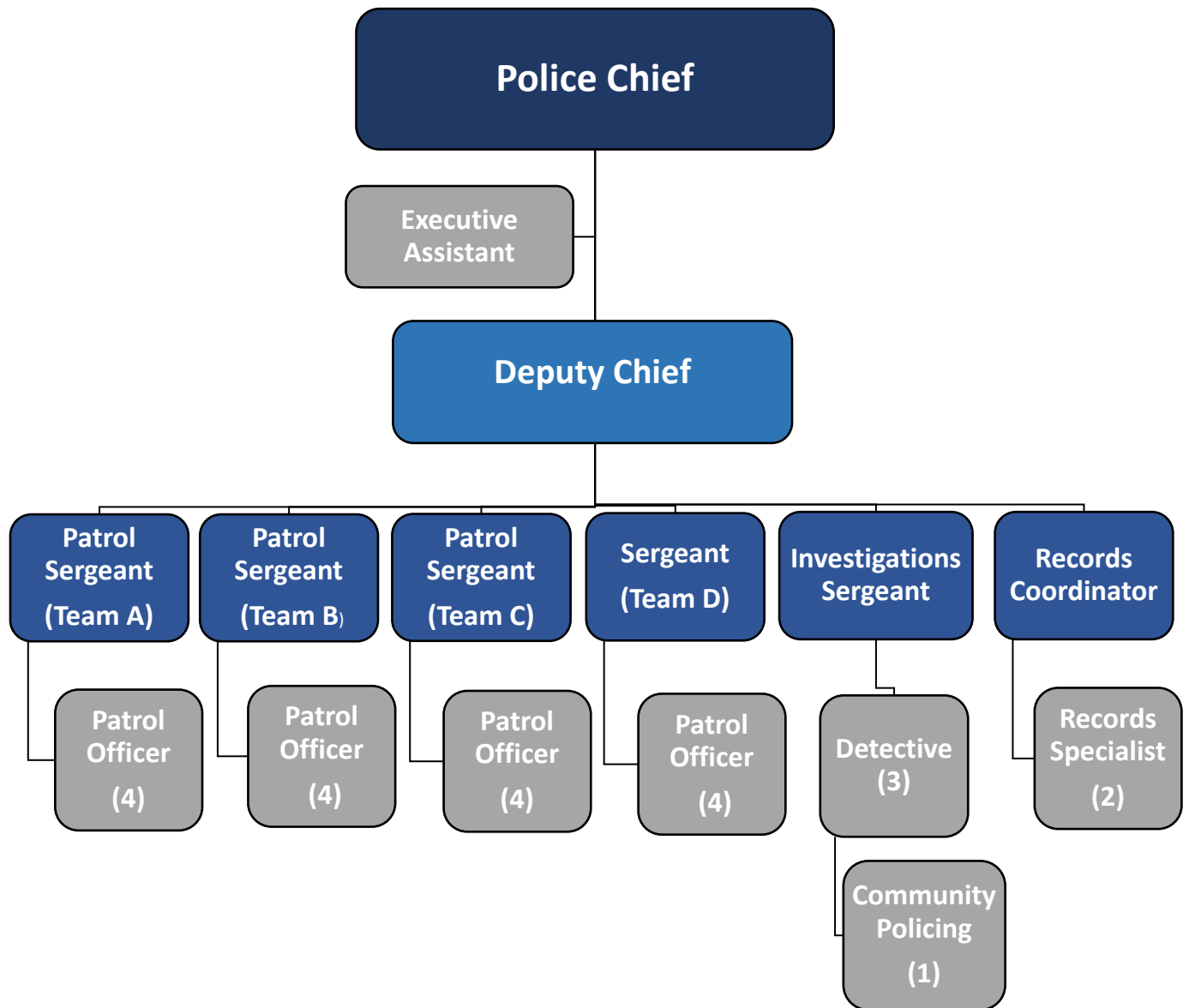
The Department is structured on a team concept with an emphasis on residential patrol, balanced with traffic enforcement to provide for safety throughout the Village. The Department provides numerous outreach programs, including Neighborhood Watch, Citizens Police Academy, DARE, and other crime prevention 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 FY2020 Highlights and Accomplishments

- ✓ **Flock Safety “Wing” Camera Interface:** A software solution to transform IP security cameras into LPR (License Plate Recognition) systems providing real time alerts to patrol officers was installed into subdivision cameras. This system will act as a force multiplier for the Village and a measured service increase to Village residents.
- ✓ **Municipal Adjudication Program:** The Police and Administration Departments jointly created and implemented the Village’s first-ever administrative adjudication program.
- ✓ **Enterprise Fleet Leasing:** The Village entered into an agreement with Enterprise Fleet Management to change the way the Department’s fleet is purchased and maintained. The agreement calls for leasing new fleet vehicles, on a managed rotation, where all police patrol vehicles will be replaced every three years, and detective/undercover vehicles will be replaced every five years.
- ✓ **Officers Recognized for Outstanding Performance:** Six officers were recognized for their performance for Drunk/Driving Enforcement. Four officers were recognized for a Lifesaving Award. One officer received a Department Commendation and six officers received Meritorious Service Awards.
- ✓ **Received National Reaccreditation:** In March, assessors from the Commission on Accreditation for Law Enforcement Agencies, Inc. came to the Department to examine all aspects of the agency’s policies and procedures, management, operations, and support services. In July, the assessor’s report was approved by a national panel of commissioners, and the Department received its fourth reaccreditation since initially applying for accreditation in 2007.
- ✓ **Civil Unrest:** As the Nation faced several weeks of social unrest, the department assisted surrounding agencies with mutual aid, including officers deployed through the National Guard and to regional task forces. No unrest or destruction of private property was observed in the Village.





Below are Police goals and objectives that are reflected in the F2022 budget.

Strategic Priorities				
FY2022 Department Goals	Protect Public Health and Safety	Deliver High Quality Village Services	Prudent Financial Management	Effective Communications
Install SF Mobile Vision Vehicle Camera Systems	✓	✓		✓
Further Develop Administrative Adjudication Program	✓	✓	✓	✓
Host Advanced Training Classes with One Participating Sergeant	✓	✓		✓
Maintain CALEA 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						
		FY2016	FY2017	FY2018	FY2019	FY2020
Input	Department Expenditures	4,623,417	\$4,801,839	\$4,932,458	\$4,955,557	\$5,075,351
Village Strategic Goal: Deliver High Quality Village Services						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Average Response Time (minutes)	*	2	2	2	2

*Data not available

Village Board Strategic Goal: Effective Communications						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Public Complaints per capita	1.35	1.37	1.26	1.41	1.03
Village Board Strategic Goal: Protect Public Health and Safety						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Part I Crime Offense	81	100	110	95	111
Output	Part II Crime Offense	667	754	637	500	376
Output	Citations Issued	1,888	1,844	1,626	1,730	1,399
Output	Felony & Misdemeanor Arrests	191	211	138	119	95



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
General Fund – Police

Below is a summary of Police expenditures by type.

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Personnel Services	\$4,258,716	\$4,372,822	\$4,685,345	\$4,449,342	\$4,757,896
Contractual Services	454,186	465,974	464,690	377,433	479,084
Commodities	78,689	61,629	74,400	86,275	85,670
Capital Outlay	108/,317	125,765	10,500	9,100	32,375
Transfers	55,650	49,160	-	-	-
Total - Police	\$4,955,557	\$5,075,351	\$5,234,935	\$4,922,150	\$5,355,025

**General Fund - Police - Expenditures**

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Personnel Services</i>					
Salaries Full-Time	\$ 2,607,071	\$ 2,697,412	\$ 2,853,410	\$ 2,705,200	\$ 2,844,235
Salaries Part-Time	34,302	17,697	-	-	-
Salaries Overtime	194,644	191,305	226,000	222,625	231,450
IMRF Contribution	15,982	17,928	24,210	23,455	24,370
FICA/Medicare Taxes	211,221	212,713	234,640	220,680	229,850
Health/Life Insurance	384,253	425,576	514,560	423,450	436,580
Pension Contributions	748,665	758,505	778,095	778,097	910,306
Uniform Allowance	26,804	30,279	29,375	43,900	31,200
Dues & Subscriptions	3,699	3,809	4,700	4,670	4,700
Employment Recruitment	1,525	1,479	2,000	3,285	2,200
Training & Travel Expense	23,629	12,265	14,355	19,980	39,005
Tuition Reimbursement	6,921	3,855	4,000	4,000	4,000
<i>Contractual Services</i>					
Other Professional Services	40,535	42,458	44,890	45,053	46,120
Postage	1,392	1,172	1,840	930	1,300
Telephone	37,366	44,938	21,850	21,340	23,520
Printing	1,316	2,025	2,550	2,350	2,500
Dispatching	315,019	324,382	332,525	249,874	337,799
Maintenance - Equipment	21,216	14,707	24,480	20,611	31,550
Maintenance - Vehicles	32,896	32,725	31,200	33,850	31,760
Other Contractual Services	4,447	3,568	5,355	3,425	4,535
<i>Commodities</i>					
Office Supplies	874	796	1,000	1,000	1,000
Operating Supplies	27,114	22,403	27,610	27,150	32,970
Gasoline & Oil	50,701	38,431	45,790	35,555	47,825
Supplies - Equipment	-	-	-	22,570	3,875
<i>Capital Outlay</i>					
Equipment	15,998	26,426	10,500	9,100	32,375
Vehicles	92,319	99,340	-	-	-
<i>Transfers</i>					
Transfer to Equip Replacement Fund	-	-	-	-	-
Transfer to Info Technology Fund	55,650	49,160	-	-	-
Total Expenditures -					
General Fund - Police	\$ 4,955,557	\$ 5,075,351	\$ 5,234,935	\$ 4,922,150	\$ 5,355,025

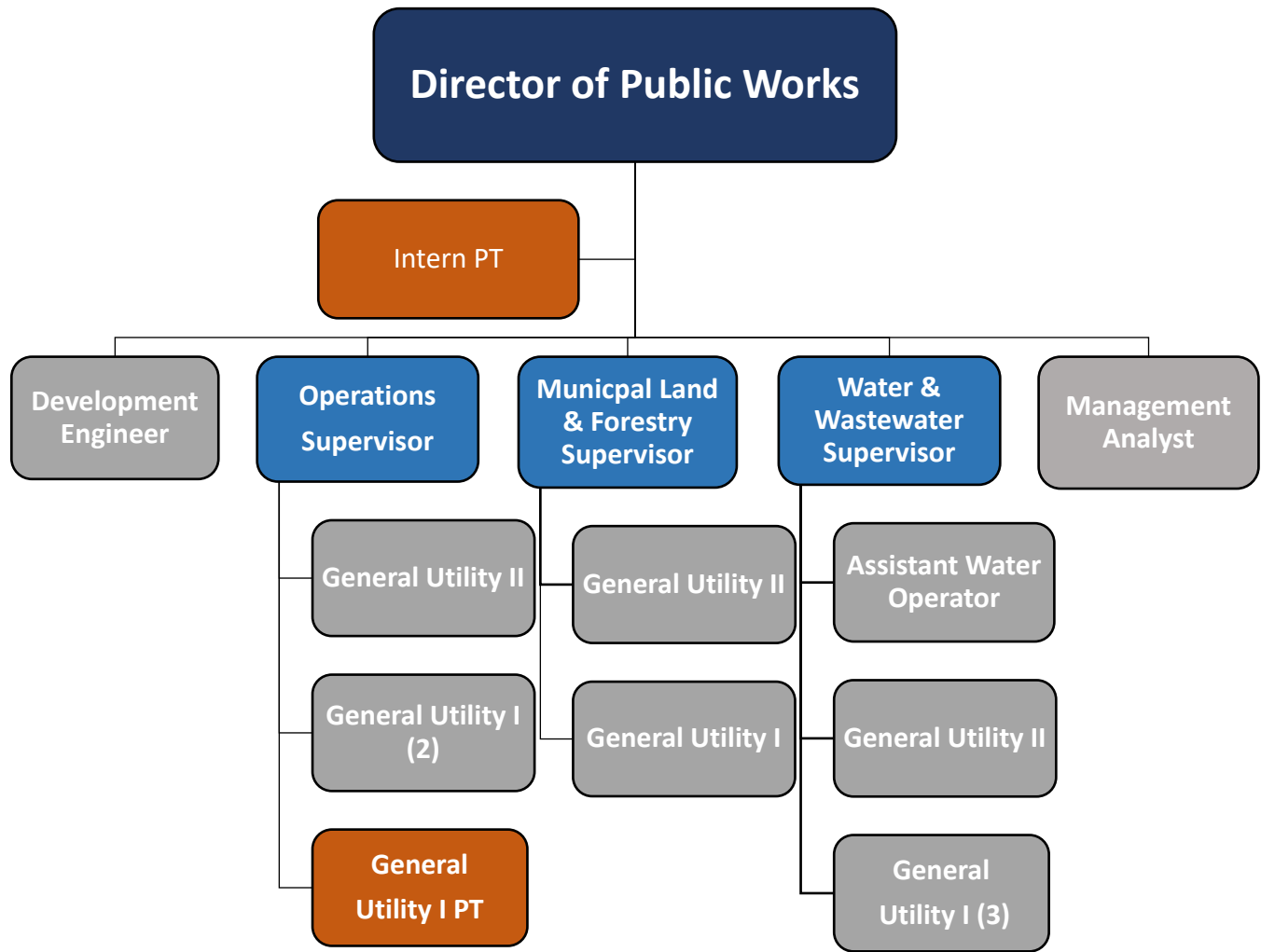
Mission and Objectives

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 engineering, forestry, grounds, operations and water/wastewater functions of the Village:

- ✓ **Engineering Division:** Design and supervision of improvements to the Village's infrastructure, including streets, sidewalks, sewer and water mains, street and traffic lights, stormwater management, new developments and capital improvement projects.
- ✓ **Forestry/Grounds Division:** Responsible for the planting and maintenance of trees on Village right-of-ways as well as the trees, plants and turf on all Village owned properties. 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.
- ✓ **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, they 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.
- ✓ **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 FY 2021 Highlights and Accomplishments

- ✓ **COVID-19 Precautions:** Provided protective barriers, filtration devices, and sanitizer dispensers, while intensifying cleaning protocols, to protect staff and residents against the spread of COVID-19.
- ✓ **Neighborhood Street and Pathway Improvements:** The Capital Improvement Program contracts completed for street maintenance came in \$100,543 under budget.
- ✓ **Water Tower Rehabilitation Design:** A remotely operated vehicle (ROV) inspected the wet interiors of both water towers to develop project scope and cost estimates for rehabilitating this vital infrastructure.
- ✓ **Sanitary Sewage Lift Station Operations:** Mitigated the failure of the Chasemoor sanitary sewage lift station by installing an emergency pump. Prepared and proceeded to design the preparation of bid documents for rehabilitating this critical infrastructure.
- ✓ **Leak Detection:** Performed a leak detection and valve-exercising program on one-third of the Village's water distribution mains.

- ✓ **Professional Development:** A General Utility worker became certified as a Class C Water Operator; the Municipal Land & Forestry Supervisor added “Municipal Specialist” to his Arborist Certification and an administrative analyst internship was added in partnership with Northern Illinois University’s Masters of Public Administration program.
- ✓ **Fleet Leasing and Maintenance Agreements:** Entered into an agreement with Enterprise Fleet Management to save capital costs and reduce on-going maintenance costs, and provide a safer, more fuel-efficient fleet.
- ✓ **Village Beautification:** Planted 63 parkway trees.
- ✓ **Public Works Building LED Fixture Replacements:** Utilizing a ComEd incentive program completed a project, resulting in projected annual energy savings of \$28,000.
- ✓ **Guardrail Replacement on North Frontage Road:** Collaborated with IDOT to share the cost and contractor, to replace the guardrail with the final Village cost of less than \$5,000, or \$31,000 savings from the anticipated project costs of \$36,000.
- ✓ **Water System Operations & Sustainability Study:** Performed a comprehensive study of the Village’s water distribution system was approved to provide a study of its limitations, capital improvements, and financing, hydraulic modeling of the distribution system, assessment of the system’s security risks and vulnerability, development of a 10-year capital plan, and a financial analysis of our water rate structure.
- ✓ **Stormwater Sustainable Solutions:** Performed a comprehensive study of the long-term maintenance requirements of stormwater storage facilities including HOAs and residents.



Below are Public Works goals and objectives that are reflected in the FY2022 budget

Strategic Priorities				
FY2022 Department Goals	Protect Public Health & Safety	Deliver High Quality Village Services	Prudent Financial Management	Maintain High Quality Physical Infrastructure
Implementation of Succession Planning		✓	✓	
Pursue Stormwater Facility Financing Options		✓		✓
Complete 2021 Road Program	✓	✓	✓	✓
Purchase Standalone Radios for Fleet	✓	✓		✓
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						
		FY2016	FY2017	FY2018	FY2019	FY2020
Input	Department Expenditures	\$1,505,506	1,634,623	1,465,645	1,544,236	1,372,519
Village Strategic Goal: Deliver High Quality Village Services						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Parkway trees trimmed	900	2,000	1,657	610	50
Output	Snow Plowing Events	16	34	36	16	17
Output	Response Time % (48 hours)	100%	100%	100%	100%	100%
Village Board Strategic Goal: Effective Communications						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	JULIE locate requests	4,898	5,830	5,195	5,804	6006
Output	Citizen Requests for Service	235	256	411	271	368
Village Board Strategic Goal: Protect Public Health & Safety						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Parkway trees removed	668	382	204	140	115
Output	Water main breaks repaired	17	28	33	22	17
Village Board Strategic Goal: Maintain High Quality Physical Infrastructure						
		FY2016	FY2017	FY2018	FY2019	FY2020
Output	Number of parkway trees planted	125	141	92	104	93

Below is a summary of Public Works expenditures by type.

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Personnel Services	\$784,278	\$787,544	\$811,155	\$87,020	\$739,555
Contractual Services	464,694	349,967	516,250	478,275	581,385
Commodities	265,200	202,898	237,425	235,435	259,525
Capital Outlay	4,389	10,117	12,200	11,650	40,000
Transfers	25,840	22,240	-	-	12,000
Total – Public Works	\$1,544,401	\$1,372,766	\$1,577,030	\$1,512,380	\$1,637,465

**General Fund - Public Works -Expenditures**

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Personnel Services</i>					
Salaries Full-Time	\$ 468,110	\$ 498,286	\$ 513,835	\$ 506,170	\$ 472,490
Salaries Part-Time	44,278	48,756	33,795	19,225	27,100
Salaries Overtime	52,951	34,788	42,500	41,000	42,000
IMRF Contribution	55,230	58,336	65,995	67,200	60,980
FICA/Medicare Taxes	41,727	43,065	45,980	43,235	40,545
Health/Life Insurance	94,868	86,556	90,645	98,840	76,625
Uniform Allowance	9,737	6,312	8,150	7,705	8,150
Dues & Subscriptions	1,490	1,648	1,690	1,760	1,895
Employee Recruitment Expense	4,127	1,096	1,000	450	500
Training & Travel Expense	11,760	8,703	7,565	1,435	9,270
<i>Contractual Services</i>					
Other Professional Services	-	-	-	2,500	-
Postage	165	269	700	620	600
Telephone	16,316	18,300	15,080	10,625	12,300
Publishing	166	247	-	-	-
Printing	228	-	300	-	-
Maintenance - Equipment	21,007	11,357	12,600	9,200	11,200
Maintenance - Vehicles	38,301	30,143	40,700	35,610	35,700
Maintenance - Buildings	-	-	-	-	68,440
Maintenance - Streets	55,446	52,560	53,000	41,740	49,450
Maintenance - Lighting	36,503	43,595	32,600	51,340	37,600
Maintenance - Signals	14,223	8,964	12,860	12,805	11,070
Maintenance - Trees	75,952	627	153,970	156,300	86,450
Maintenance - Grounds	-	-	-	-	16,745
Janitorial Services	-	-	-	-	36,850
Street Lighting - Electric	45,544	34,215	30,000	34,680	34,600
Garbage Hauling	11,900	7,350	17,000	10,850	15,000
Utilities	-	-	-	-	21,000
Rentals	597	8,234	9,700	200	9,700
Other Contractual Services	84,294	74,922	88,105	75,885	78,880
Reimbursable Contractor Services	4,855	3,888	8,000	1,830	5,000
Maintenance - EAB	59,197	55,295	41,635	34,090	50,800

**General Fund - Public Works -Expenditures**

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Commodities</i>					
Office Supplies	658	283	700	300	700
Operating Supplies	6,126	4,854	5,600	4,400	32,600
Gasoline & Oil	33,333	18,773	34,535	21,320	27,000
Supplies - Equipment	10,234	8,383	12,000	6,880	13,000
Supplies - Vehicles	11,245	9,524	15,000	10,200	12,000
Supplies - Streets	20,037	21,586	18,300	16,900	18,000
Supplies - Trees	18,886	9,092	19,000	11,965	19,000
Small Tools	1,482	1,393	1,500	1,500	1,500
Salts & Chemicals	163,200	129,010	130,790	161,970	135,725
<i>Capital Outlay</i>					
Equipment	4,389	10,117	12,200	11,650	-
Improvements	-	-	-	-	45,000
<i>Transfers</i>					
Transfer to Equip Replacement Fund	-	-	-	-	-
Transfer to Info Technology Fund	25,840	22,240	-	-	12,000
Total Expenditures -					
General Fund - Public Works	\$ 1,544,401	\$ 1,372,766	\$ 1,577,030	\$ 1,512,380	\$ 1,637,465

**General Fund – Buildings and Grounds****Mission and Objectives**

The Buildings and Grounds department in the General Fund includes contractual services and commodities expenditures related to maintaining Village facilities and grounds, including operating supplies, maintenance, and repairs. Public Works department personnel handle daily activities associated with the expenditures in this department. Beginning in FY2022, the Buildings and Grounds department activity will be budgeted in the Public Works department which aligns with the personnel costs associated with activities and functions of this department.

Below is a summary of Buildings and Grounds expenditures by type.

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Contractual Services	\$158,127	\$142,723	\$124,475	\$179,610	-
Commodities	16,547	15,876	19,000	\$40,375	-
Capital Outlay	3,664	6,042	34,100	31,350	-
Total Expenditures General Fund – Buildings and Grounds	\$178,338	\$164,641	\$177,575	\$251,335	\$ -

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

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
<i>Contractual Services</i>					
Maintenance - Buildings	\$ 82,389	\$ 74,407	\$ 48,440	\$ 84,480	\$ -
Maintenance - Grounds	13,934	10,261	9,595	4,865	-
Janitorial Services	34,791	38,029	40,060	52,850	-
Utilities	21,745	16,390	21,000	17,380	-
Other Contractual Services	5,269	3,635	5,380	20,035	-
<i>Commodities</i>					
Operating Supplies	16,547	15,876	19,000	40,375	-
<i>Capital Outlay</i>					
Improvements	3,664	6,042	34,100	31,350	-
Total Expenditures -					
General Fund - Buildings & Grounds	\$ 178,338	\$ 164,641	\$ 177,575	\$ 251,335	\$ -



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 by \$0.19 per gallon, to a total of \$0.38 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 Improvement Fund to help fund 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 2020 pandemic on 2021 fuel consumption and the overall economic forecast. At this time, population changes based on the most recent census have not been updated by the State to impact the per capita formula; therefore, the amount budgeted for FY2022 is based on a population of 10,559. The FY2022 budget for motor fuel tax equals \$387,250. This is an increase of approximately \$12,000, or 3.3%, when compared to FY2021 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 among 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. In FY2022, the Village will work on identifying future capital projects in which these funds can be utilized. The Village's total allocation is expected to be \$695,880. Approximately half of this allocation was received by the Village in FY2021. The remaining funding will be received over the next two budget years.

The FY2022 Motor Fuel Tax Fund budget can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Motor Fuel Tax Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Intergovernmental</i>					
State Grants	\$ -	\$ -	\$ -	\$ 347,940	\$ 231,960
State Allotments	268,036	389,645	372,740	374,840	387,250
<i>Miscellaneous Revenues</i>					
Interest Income	6,412	5,597	5,390	5,800	5,390
Total Revenues	\$ 274,448	\$ 395,241	\$ 378,130	\$ 728,580	\$ 624,600
Expenditures					
<i>Other Expenditures</i>					
Bank/Investment Fees	381	316	300	300	400
Total Expenditures	\$ 381	\$ 316	\$ 300	\$ 300	\$ 400
Excess (Deficiency) of					
Revenues Over Expenditures	274,066	394,925	377,830	728,280	624,200
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	-
Transfers Out	(285,000)	(401,560)	(377,160)	(377,160)	(387,250)
Adjustment to Basis of Presentation*	794	6,151			
Total Other Financing Sources (Uses)	\$ (284,206)	\$ (395,409)	\$ (377,160)	\$ (377,160)	\$ (387,250)
Net Income (Loss)	(10,139)	(484)	670	351,120	236,950
Beginning Fund Balance	20,908	10,769	10,285	10,285	361,405
Ending Fund Balance	\$ 10,769	\$ 10,285	\$ 10,955	\$ 361,405	\$ 598,355

The primary revenue source of the Hotel/Motel Tax Fund are Hotel/Motel tax collections. The Village of Burr Ridge, pursuant to State statute, imposes a tax on the gross rental receipts of the hotel operators. This tax is 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.

Burr Ridge is the closest, upscale, suburban hotel district to downtown Chicago. Hotels currently located within the Village include:

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

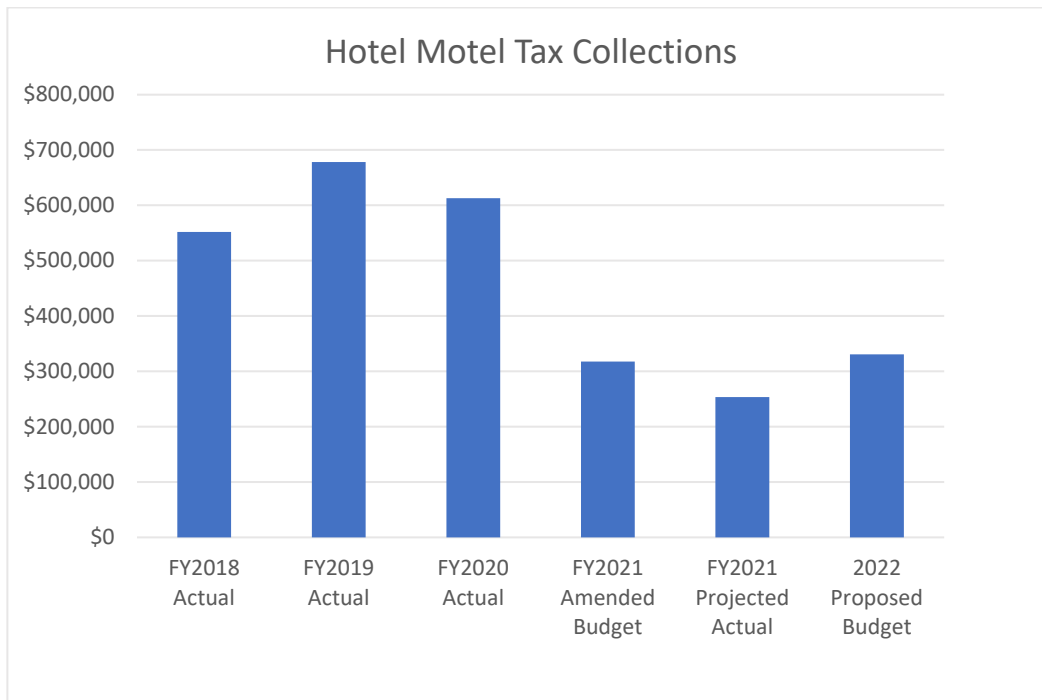
The Village's current hotel tax rate of 4.0% has not changed since November 1, 2010 when it was increased from 3.5%. Upon implementation of the tax, funds were permitted to be dedicated solely to the purpose of attracting and promoting tourism and conventions to the Village. In FY2021, per revised State 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. The Village has taken a conservative approach in projecting total collections for FY2021 and forecasting collections for FY2022. Based on recent forecasts from the hotel/motel industry, it will take approximately five years for revenues to return to pre-pandemic levels. FY2022 hotel/motel tax collections are forecasted at approximately 42.2% of FY2019 actual collections.





The following chart shows Hotel/Motel Tax Collections from FY2018 to FY2022 Forecasted.



The FY2022 Hotel/Motel Tax Fund budget can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Hotel/Motel Tax Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Taxes</i>					
Hotel/Motel Taxes	\$ 677,972	\$ 612,728	\$ 317,750	\$ 253,320	\$ 330,780
<i>Miscellaneous Revenues</i>					
Interest Income	5,459	4,774	3,980	4,250	3,980
Donations	13,400	15,550	15,000	-	15,000
Total Revenues	\$ 696,831	\$ 633,052	\$ 336,730	\$ 257,570	\$ 349,760
Expenditures					
<i>Contractual Services</i>					
Maintenance - Gateway Landscape	98,702	117,152	105,085	90,000	117,350
Gateway Projects	26,579	41,438	31,350	56,350	-
<i>Other Expenditures</i>					
Special Events	62,646	103,743	163,865	100,855	160,385
Bank/Investment Fees	381	316	400	375	400
Programs/Tourism Promotions	46,449	276,465	67,525	52,545	46,565
Hotel/Motel Marketing	301,018	206,478	-	-	-
Total Expenditures	\$ 535,775	\$ 745,592	\$ 368,225	\$ 300,125	\$ 324,700
Excess (Deficiency) of					
Revenues Over Expenditures	161,056	(112,540)	(31,495)	(42,555)	25,060
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	-
Transfers Out	(45,760)	(164,885)	(109,000)	(60,000)	(102,200)
Adjustment to Basis of Presentation*	795	6,151			
Total Other Financing Sources (Uses)	(44,965)	(158,734)	(109,000)	(60,000)	(102,200)
Net Income (Loss)	116,091	(271,274)	(140,495)	(102,555)	(77,140)
Beginning Fund Balance	393,425	509,516	238,242	238,242	135,687
Ending Fund Balance	\$ 509,516	\$ 238,242	\$ 97,747	\$ 135,687	\$ 58,547

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



The Capital Improvements Fund accounts for revenue and expenditures related to the Village's annual road improvement program, as well as other street, facility and property improvements. 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.

The FY2022 Capital Improvements Fund budget can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Capital Improvements Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Miscellaneous Revenues</i>					
Interest Income	\$ 10,918	\$ 9,548	\$ 9,140	\$ 5,500	\$ 5,120
Developer Donations	500	-	-	117,500	-
Other Revenue	445,000	-	20,000	-	-
Total Revenues	\$ 458,418	\$ 9,548	\$ 29,140	\$ 123,000	\$ 5,120
Expenditures					
<i>Capital Outlay</i>					
Improvements	83,873	194,564	-	7,425	28,390
Village Facility Improvements	126,450	50,609	-	34,925	-
2018 Road Program	636,557	12,209	-	-	-
2019 Road Program	-	736,843	-	-	-
2020 Road Program	-	-	717,110	617,998	-
2021 Road Program	-	-	-	-	882,620
<i>Other Expenditures</i>					
Bank/Investment Fees	762	633	800	410	500
Total Expenditures	\$ 847,642	\$ 994,858	\$ 717,910	\$ 660,758	\$ 911,510
Excess (Deficiency) of					
Revenues Over Expenditures	(389,225)	(985,310)	(688,770)	(537,758)	(906,390)
Other Financing Sources (Uses)					
Transfers In	895,000	666,445	686,160	637,160	649,450
Transfers Out	-	-	-	-	-
Adjustment to Basis of Presentation*	1,586	12,303	-	-	-
Total Other Financing Sources (Uses)	\$ 896,586	\$ 678,748	\$ 686,160	\$ 637,160	\$ 649,450
Net Income (Loss)	507,362	(306,562)	(2,610)	99,402	(256,940)
Beginning Fund Balance	13,940	521,302	214,740	214,740	314,142
Ending Fund Balance	\$ 521,302	\$ 214,740	\$ 212,130	\$ 314,142	\$ 57,202

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



The Sidewalk Pathway Fund was established in 1985 based on the goal 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 request to contribute comparable funds to the Sidewalk Pathway Fund. In addition, donations may 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. Developer contributions, as well as interest earned on cash balances within this Fund, are used for the construction and maintenance of pathways and sidewalks throughout the Village. These cash balances have also been used as local matching funds for State and Federal grants to construct larger sidewalk projects with regional transportation benefits.

As development within the Village has slowed over time, contributions from developers to this fund have decreased significantly. Fund balance within this fund at the end of FY2022 is projected at \$8,768, after completion of the County Line Road Sidewalk Connection between Longwood Drive and 60th Street.

The FY2022 Sidewalk Pathway Fund budget can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Sidewalks/Pathway Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Intergovernmental</i>					
State Grants	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<i>Miscellaneous Revenues</i>					
Interest Income	10,918	9,548	9,140	10,220	9,500
Donations	163,625	28,500	56,400	-	-
Total Revenues	\$ 174,543	\$ 38,048	\$ 65,540	\$ 10,220	\$ 109,500
Expenditures					
<i>Capital Outlay</i>					
Sidewalk/Pathway Projects	197,540	114,026	-	191,420	244,250
Sidewalk/Pathway Maint. Projects	-	-	86,500	39,680	18,500
<i>Other Expenditures</i>					
Bank/Investment Fees	762	633	800	800	800
Total Expenditures	\$ 198,303	\$ 114,659	\$ 87,300	\$ 231,900	\$ 263,550
Excess (Deficiency) of					
Revenues Over Expenditures	(23,760)	(76,611)	(21,760)	(221,680)	(154,050)
Other Financing Sources (Uses)					
Transfers In	130,000	-	-	-	-
Transfers Out	-	-	-	-	-
Adjustment to Basis of Presentation*	1,586	12,303			
Total Other Financing Sources (Uses)	\$ 131,586	\$ 12,303	\$ -	\$ -	\$ -
Net Income (Loss)	107,826	(64,308)	(21,760)	(221,680)	(154,050)
Beginning Fund Balance	340,980	448,806	384,498	384,498	162,818
Ending Fund Balance	\$ 448,806	\$ 384,498	\$ 362,738	\$ 162,818	\$ 8,768

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



The Equipment Replacement Fund accounts 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. Transfer of funds from the General Fund must occur to cover annual leasing charges for vehicles and purchases of new equipment when available fund balance is not sufficient.

The FY2022 Equipment Replacement Fund budget can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Equipment Replacement Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Miscellaneous Revenues</i>					
Interest Income	\$ 10,918	\$ 9,548	\$ 9,140	\$ 9,010	\$ 8,380
Total Revenues	\$ 10,918	\$ 9,548	\$ 9,140	\$ 9,010	\$ 8,380
Expenditures					
<i>Contractual Services</i>					
Lease Maintenance	-	-	-	185	1,975
<i>Capital Outlay</i>					
Vehicles	463,165	60,519	48,575	46,265	-
<i>Other Expenditures</i>					
Bank/Investment Fees	762	633	800	700	700
Lease Principal	-	-	-	2,480	319,025
Lease Interest	-	-	-	520	22,805
Total Expenditures	\$ 463,928	\$ 61,152	\$ 49,375	\$ 50,150	\$ 344,505
Excess (Deficiency) of					
Revenues Over Expenditures	(453,010)	(51,605)	(40,235)	(41,140)	(336,125)
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	270,000
Transfers Out	-	-	-	-	-
Adjustment to Basis of Presentation*	\$ 1,585	12,303			
Total Other Financing Sources (Uses)	\$ 1,585	\$ 12,303	\$ -	\$ -	\$ 270,000
Net Income (Loss)	(451,425)	(39,301)	(40,235)	(41,140)	(66,125)
Beginning Fund Balance	821,177	369,752	330,451	330,451	289,311
Ending Fund Balance	\$ 369,752	\$ 330,451	\$ 290,216	\$ 289,311	\$ 223,186

*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, storm water permit fees collected have decreased. Fund balance within this fund at the end of FY2022 is projected at \$8,695.

The FY2022 Storm Water Management Fund budget can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Stormwater Management Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Miscellaneous Revenues</i>					
Interest Income	\$ 5,459	\$ 4,774	\$ 4,560	\$ 2,550	\$ 2,370
Other Revenue	26,350	14,481	73,695	12,000	12,000
Total Revenues	\$ 31,809	\$ 19,255	\$ 78,255	\$ 14,550	\$ 14,370
Expenditures					
<i>Contractual Services</i>					
Maintenance - Utility System	-	-	-	-	10,600
<i>Capital Outlay</i>					
	330,685	88,744	63,900	57,510	-
<i>Other Expenditures</i>					
Bank/Investment Fees	381	316	400	320	400
Total Expenditures	\$ 331,066	\$ 89,060	\$ 64,300	\$ 57,830	\$ 11,000
Excess (Deficiency) of					
Revenues Over Expenditures	(299,257)	(69,806)	13,955	(43,280)	3,370
Other Financing Sources (Uses)					
Transfers In	80,000	15,000	45,000	45,000	-
Transfers Out	-	-	-	-	-
Adjustment to Basis Presentation*	793	6,151			
Total Other Financing Sources (Uses)	\$ 80,793	\$ 21,151	\$ 45,000	\$ 45,000	\$ -
Net Income (Loss)	(218,464)	(48,654)	58,955	1,720	3,370
Beginning Fund Balance	270,723	52,259	3,605	3,605	5,325
Ending Fund Balance	\$ 52,259	\$ 3,605	\$ 62,560	\$ 5,325	\$ 8,695

*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. The FY2021 revenue source consists of interest earned on available cash balances within the fund. The principal amount of the Village's outstanding general obligation debt as of May 1, 2022 equals \$5,970,000. This amount is due in full on December 15, 2022. The forecasted FY2022 ending fund balance of \$4,852,536 will be utilized to partially fund this payment.

The FY2022 Debt Service Fund budget can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Debt Service Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Miscellaneous Revenues</i>					
Interest Income	114,635	100,250	95,660	117,220	109,010
Total Revenues	\$ 114,635	\$ 100,250	\$ 95,660	\$ 117,220	\$ 109,010
Expenditures					
<i>Other Expenditures</i>					
Bank/Investment Fees	9,298	7,916	9,350	9,300	9,800
Principal - Hotel/Motel Installment Loan	44,430	-	-	-	-
Interest - Hotel/Motel Installment Loan	1,333	-	-	-	-
Interest	119,400	119,400	119,400	119,400	119,400
Total Expenditures	\$ 174,461	\$ 127,316	\$ 128,750	\$ 128,700	\$ 129,200
Excess (Deficiency) of Revenues Over Expenditures	(59,826)	(27,066)	(33,090)	(11,480)	(20,190)
Other Financing Sources (Uses)					
Transfers In	45,760	-	-	-	-
Transfers Out	-	-	-	-	-
Adjustment to Basis of Presentation*	16,660	129,185	-	-	-
Total Other Financing Sources (Uses)	\$ 62,420	\$ 129,185	\$ -	\$ -	\$ -
Net Income (Loss)	2,594	102,119	(33,090)	(11,480)	(20,190)
Beginning Fund Balance	4,779,493	4,782,087	4,884,206	4,884,206	4,872,726
Ending Fund Balance	\$ 4,782,087	\$ 4,884,206	\$ 4,851,116	\$ 4,872,726	\$ 4,852,536

*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 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. In order 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 FY2022 Water Fund budget can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Water Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Intergovernmental</i>					
Federal Grants	\$ -	\$ -	\$ 81,000	\$ -	\$ -
<i>Charges for Services</i>					
Water Sales	4,970,080	5,024,926	6,147,390	6,108,390	6,147,450
Tap-Ons	85,769	37,482	67,590	36,920	37,200
Water Meter Sales	36,417	12,131	39,580	19,620	21,260
Water Penalties	43,087	28,796	37,880	36,945	33,600
Water Use	14,404	14,765	18,330	16,910	17,580
<i>Cost Recoverable</i>					
Recoverable-Employee Share Insurance	-	-	-	-	17,170
<i>Miscellaneous Revenues</i>					
Interest Income	158,305	138,441	132,110	94,150	87,560
Donations	1,000	-	-	-	-
Other Revenues	21,329	21,263	-	22,000	21,500
Total Revenues	\$ 5,330,390	\$ 5,277,803	\$ 6,523,880	\$ 6,334,935	\$ 6,383,320
Expenses					
<i>Personnel Services</i>					
Salaries Full-Time	618,701	657,451	586,230	602,700	606,380
Salaries Part-Time	12,944	17,968	23,580	3,240	5,995
Salaries Overtime	36,477	38,774	64,080	44,420	55,000
IMRF Contribution	70,880	74,901	76,725	78,625	71,910
FICA/Medicare Taxes	49,880	52,178	55,675	49,435	49,740
Health/Life Insurance	85,670	84,256	90,980	96,810	100,570
Uniform Allowance	8,687	5,621	9,400	8,700	9,100
Dues & Subscriptions	2,295	2,284	2,475	2,795	2,975
Employee Recruitment Expense	115	-	500	120	500
Training & Travel Expense	348	2,768	3,790	1,090	3,370
<i>Contractual Services</i>					
Professional Services	23,403	23,809	23,000	23,815	23,000
Postage	10,071	11,779	7,620	13,775	9,585
Telephone	23,637	25,058	11,615	14,320	15,060
Printing	61	122	1,000	-	-
Maintenance - Equipment	6,834	3,511	25,100	4,350	9,100
Maintenance - Vehicles	5,315	2,411	5,000	3,160	3,300
Maintenance - Buildings	4,808	5,881	7,110	5,675	6,650
Maintenance - Distribution System	88,856	98,181	220,000	210,900	870,000
Engineering Services	49,757	195,699	378,000	249,820	225,000
Lease Maintenance	-	-	-	30	1,350
Utilities	69,260	61,830	80,000	61,920	80,000



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Water Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Insurance	-	47,741	50,710	49,020	55,220
Rentals	1,745	-	500	-	500
Other Contractual Services	18,092	15,924	19,070	19,575	24,000
<i>Commodities</i>					
Office Supplies	-	89	600	100	600
Operating Supplies	33,241	19,841	37,800	36,820	37,800
Gasoline & Oil	9,568	9,220	9,930	9,090	10,050
Supplies - Equipment	47,676	24,711	41,500	26,190	81,500
Supplies - Vehicles	-	408	1,000	400	800
Water Purchases	3,608,110	3,327,206	4,116,950	4,116,950	3,860,960
<i>Capital Outlay</i>					
Equipment	18,331	24,005	45,500	27,840	-
Improvements	62,183	1,029,251	22,000	22,000	-
Vehicles	48,833	50,926	106,145	103,835	-
<i>Other Expenses</i>					
Bank/Investment Fees	11,055	9,181	8,000	6,400	6,500
Lease Principal	-	-	-	470	41,935
Lease Interest	-	-	-	90	5,425
Total Expenses	\$ 5,026,835	\$ 5,922,984	\$ 6,131,585	\$ 5,894,480	\$ 6,273,875
Operating Income (Loss)	303,556	(645,181)	392,295	440,455	109,445
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	-
Transfers Out	(111,300)	(165,650)	(202,110)	(202,110)	(170,850)
Gain/(Loss) on Sale of Assets	-	(97,492)	-	-	-
Adjustment to Basis of Presentation*	(1,343)	167,401			
Total Other Financing Sources (Uses)	\$ (112,643)	\$ (95,741)	\$ (202,110)	\$ (202,110)	\$ (170,850)
Changes in Net Position	190,913	(740,922)	190,185	238,345	(61,405)
Beginning Net Position**	1,653,350	1,430,988	690,066	690,066	928,411
Ending Net Position	\$ 1,844,263	\$ 690,066	\$ 880,251	\$ 928,411	\$ 867,006

*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 Flag Creek Water Reclamation District, as well as DuPage County Public Works Department, provide sanitary sewer services 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.

In FY2021, the Village should complete the minimum Inflow and Infiltration Control Program (IICP) requirements of the Metropolitan Water Reclamation District (MWRD). Additionally, the Village will continue using a contractor for sewer televising and manhole inspections of its sanitary sewer system to help identify the extent of pipe rehabilitation programs that may be necessary in upcoming fiscal years. The IICP and sewer inspection projects began in FY2020 but were deferred in Spring 2020 based on uncertain financial restraints as well as concerns for working in a pandemic and the possibility of viremic sewage.

Sewer rates for FY2022 are budgeted to remain flat in accordance with current approved rates.

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



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Sewer Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Charges for Services</i>					
Sewer Sales	353,838	395,289	502,180	427,095	461,260
Tap-Ons	27,000	10,000	15,000	10,000	10,000
Sewer Penalties	2,429	2,006	2,560	2,500	1,800
<i>Cost Recoverable</i>					
Recoverable-Employee Share Insurance	-	-	-	-	6,450
<i>Miscellaneous Revenues</i>					
Interest Income	49,128	42,964	40,990	48,230	44,850
Total Revenues	\$ 432,396	\$ 450,259	\$ 560,730	\$ 487,825	\$ 524,360
Expenses					
<i>Personnel Services</i>					
Salaries Full-Time	187,295	197,675	196,915	179,130	240,390
Salaries Part-Time	3,236	4,492	5,895	800	1,500
Salaries Overtime	2,308	1,953	1,940	4,920	3,500
IMRF Contribution	20,331	21,767	23,250	21,930	28,510
FICA/Medicare Taxes	14,266	15,160	15,900	13,800	18,280
Health/Life Insurance	25,851	27,157	28,425	27,900	40,460
Uniform Allowance	2,299	1,477	2,760	2,480	2,760
<i>Contractual Services</i>					
Professional Services	-	-	-	-	62,030
Telephone	1,143	1,327	650	640	780
Maintenance - Utility System	15,667	39,144	17,000	24,375	17,000
Utilities	5,836	6,174	6,400	5,170	6,200
Insurance	-	-	-	-	13,800
<i>Commodities</i>					
Operating Supplies	826	1,487	1,500	1,200	1,500
Supplies - Equipment	835	150	500	150	2,500
<i>Capital Outlay</i>					
Equipment	-	794	49,570	10,570	-
Improvements	-	65,822	260,000	120,920	487,885
<i>Other Expenditures</i>					
Bank/Investment Fees	3,431	2,848	3,500	3,800	3,800
Total Expenses	\$ 283,325	\$ 387,426	\$ 614,205	\$ 417,785	\$ 930,895



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Sewer Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Operating Income (Loss)	149,070	62,833	(53,475)	70,040	(406,535)
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	-
Transfers Out	(27,820)	(36,810)	(44,910)	(44,910)	(37,970)
Adjustment to Basis of Presentation*	7,141				
Total Other Financing Sources (Uses)	\$ (20,679)	\$ (36,810)	\$ (44,910)	\$ (44,910)	\$ (37,970)
Changes in Net Position	128,391	26,023	(98,385)	25,130	(444,505)
Beginning Net Position**	1,680,226	1,684,046	1,710,069	1,710,069	1,735,199
Ending Net Position	\$ 1,808,617	\$ 1,710,069	\$ 1,611,684	\$ 1,735,199	\$ 1,290,694

*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 Information Technology Fund accounts for the cost associated with technology and telecommunications hardware, software, and services. The main revenue sources of this fund consist of transfers from the Village's Water and Sewer Funds. Expenditures of this fund include 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.

Prompted by the COVID-19 pandemic, the IT Fund saw an increase in professional services costs in FY2021 primarily related to the establishment of permanent video conferencing solutions for public meetings and staff telework capabilities. These solutions increased functionality for board meetings and other public meetings during the pandemic and in the future. Several staff members also received new or replacement laptops to accommodate their daily work needs.

The FY2022 Information Technology Fund budget can be found on the following page.



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Information Technology Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Miscellaneous Revenues</i>					
Interest Income	10,918	9,548	9,110	8,890	8,270
Total Revenues	\$ 10,918	\$ 9,548	\$ 9,110	\$ 8,890	\$ 8,270
Expenses					
<i>Personnel Services</i>					
Salaries Part-Time	-	5,082	6,000	-	-
FICA/Medicare Taxes	-	389	-	-	-
Dues & Subscriptions	1,420	1,100	2,060	1,825	1,940
Training & Travel Expense	4,023	10,103	10,000	5,000	1,000
<i>Contractual Services</i>					
Other Professional Services	53,190	99,979	90,000	128,895	111,800
Telephone	456	404	480	440	435
Maintenance - Equipment	9,656	10,608	15,000	3,000	7,500
Data Processing Services	120,492	162,974	198,400	194,440	206,145
<i>Commodities</i>					
Operating Supplies	15,956	24,245	20,000	21,750	18,000
Supplies - Equipment	-	-	-	-	26,765
<i>Capital Outlay</i>					
Equipment	102,949	57,838	112,500	30,000	15,000
<i>Other Expenditures</i>					
Bank/Investment Fees	762	633	700	700	700
Total Expenses	\$ 308,904	\$ 373,355	\$ 455,140	\$ 386,050	\$ 389,285
Operating Income (Loss)	(297,987)	(363,807)	(446,030)	(377,160)	(381,015)
Other Financing Sources (Uses)					
Transfers In	278,240	323,115	247,020	392,020	275,820
Adjustment to Basis of Presentation*	39,634	(18,345)	-	-	-
Total Other Financing Sources (Uses)	317,874	304,770	247,020	392,020	275,820
Change in Net Position	19,887	(59,037)	(199,010)	14,860	(105,195)
Beginning Net Position	300,368	350,902	\$ 291,865	\$ 291,865	\$ 306,725
Ending Net Position	\$ 320,255	\$ 291,865	\$ 92,855	\$ 306,725	\$ 201,530

*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, 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 FY2021, Police Pension Fund participants were categorized as follows.

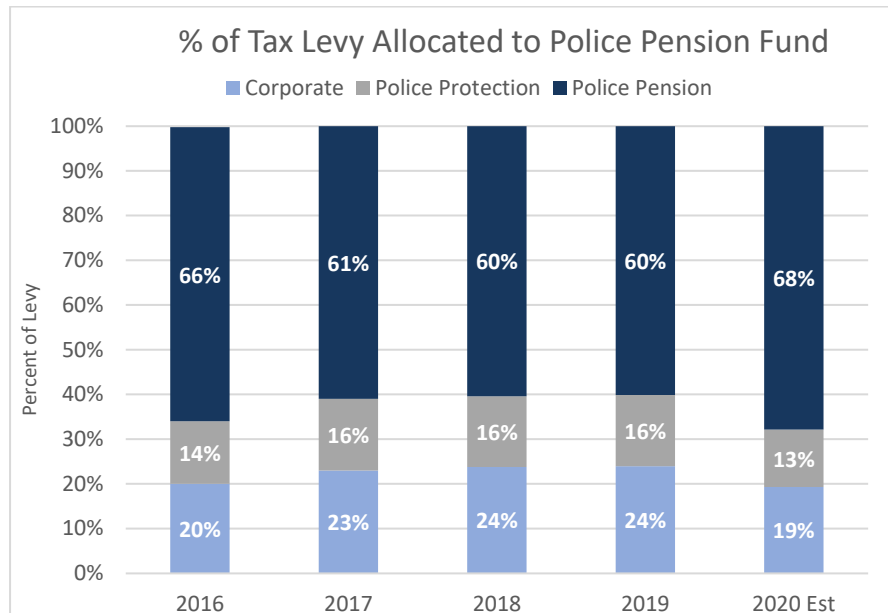
Police Pension Plan Membership					
	FY2017	FY2018	FY2019	FY2020	FY2021
Retirees and Beneficiaries	18	18	20	20	23
Inactive, Non-Retired Members	-	-	-	-	-
Active Members	27	27	26	26	26
Total	45	45	46	46	49

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 FY2017 – FY2022.

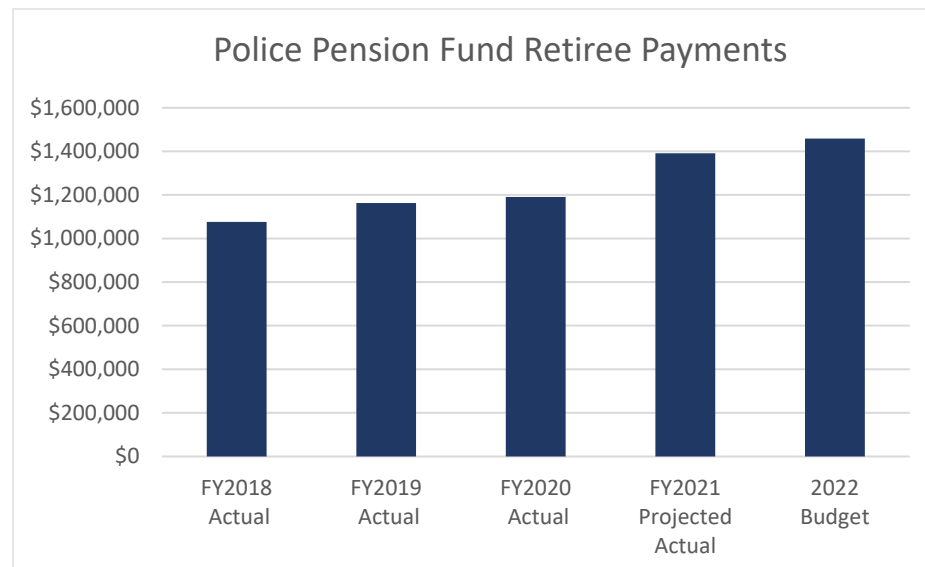
Village Annual Contribution			
Fiscal Year	Amount	Increase/(Decrease)	% Change
FY2022	\$910,306	\$132,909	17.0%
FY2021	\$778,097	\$19,592	2.6%
FY2020	\$758,505	\$9,840	1.3%
FY2019	\$748,665	(\$32,048)	-4.1%
FY2018	\$780,713	\$82,929	11.9%
FY2017	\$697,784	\$104,784	17.7%



Below is a summary of the last five levy years. The Police Pension Levy for the 2020 Tax Levy is estimated to be 68% of the Village's total Levy of \$1,341,760.



Pension payments to retirees have grown approximately 35.5% when comparing FY2018 to FY2022, as shown below. This increase in payments is a result of five additional retirees since FY2018, as well as the 3.0% annual statutory increase in pension payments.



FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Projected	FY2022 Budget
\$1,075,836	\$1,162,398	\$1,190,726	\$1,391,150	\$1,458,280

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



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
Police Pension Fund

	FY2019 Actual	FY2020 Actual	FY2021 Amended Budget	FY2021 Projected	FY2022 Budget
Revenues					
<i>Miscellaneous Revenues</i>					
Interest Income	\$ 732,095	\$ 549,986	\$ 727,470	\$ 475,250	\$ 370,000
Employee Contributions	241,313	248,670	262,650	245,330	263,940
Employer Contributions	748,665	758,505	754,750	778,097	910,306
Total Revenues	\$ 1,722,073	\$ 1,557,161	\$ 1,744,870	\$ 1,498,677	\$ 1,544,246
Expenditures					
<i>Personnel Services</i>					
Dues & Subscriptions	795	795	795	795	795
Training & Travel Expense	1,783	2,632	2,650	1,500	2,650
<i>Contractual Services</i>					
Legal Services	-	-	11,800	11,800	2,900
Postage	-	5	200	80	100
Actuarial Services	3,395	3,497	9,570	9,110	4,000
Annual Filing Fee	3,380	3,612	3,865	4,530	3,900
<i>Other Expenditures</i>					
Bank/Investment Fees	45,505	47,247	54,280	54,000	55,080
Pension/Disability Payments	1,162,398	1,190,726	1,391,100	1,391,150	1,458,280
Pension Refunds	114,707	5,044	-	-	-
Other Expenses	-	-	8,300	8,300	-
Total Expenditures	\$ 1,331,963	\$ 1,253,557	\$ 1,482,560	\$ 1,481,265	\$ 1,527,705
Excess (Deficiency) of					
Revenues Over Expenses:	\$ 390,110	\$ 303,603	\$ 262,310	\$ 17,412	\$ 16,541
Other Financing Sources (Uses):					
Fund Balance Transfers In	-	-	-	-	-
Fund Balance Transfers (Out)	-	-	-	-	-
Adjustment to Basis of Presentation*	417,103	(257,724)	-	-	-
Total Other Financing Sources (Uses):	\$ 417,103	\$ (257,724)	\$ -	\$ -	\$ -
Change in Fiduciary Net Position	807,213	45,879	262,310	17,412	16,541
Beginning Net Position	18,061,807	18,869,020	18,914,899	18,914,899	18,932,311
Ending Net Position	\$ 18,869,020	\$ 18,914,899	\$ 19,177,209	\$ 18,932,311	\$ 18,948,852



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
2020 Principal Property Tax Payers

Tax Payer	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value
HTA Burr Ridge	\$15,899,962	1	1.21%
Burr Deed LLC	\$12,091,091	2	0.92%
AP Aim Burr Ridge LLC	\$9,360,660	3	0.71%
Burr Ridge Parkway	\$7,862,213	4	0.60%
Case Corp	\$7,296,110	5	0.56%
Life Time Fitness	\$7,095,319	6	0.54%
Reegs Prps LB CBRE	\$6,168,139	7	0.47%
BJF Estancia LLC	\$6,141,960	8	0.47%
King Bruwaert Woods	\$5,637,622	9	0.43%
TCF Bank	\$4,871,429	10	0.37%
	\$82,424,505		6.28%

Data Source: Office of County Clerk



Village of Burr Ridge, Illinois
Fiscal Year 2022 Budget
2020 Principal Employers

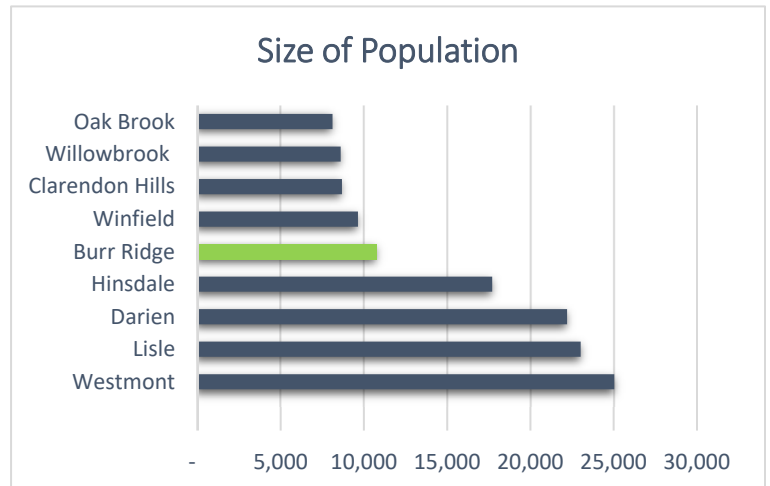
Employer	Number of Employees	Rank	Percentage of Total Village Employment
CNH America LLC	580	1	5.00%
Insure One	250	2	2.16%
American Marketing Systems	220	3	1.90%
Life Time Fitness	200	4	1.73%
Mars Snack Foods US	200	5	1.73%
General Services Administration	200	6	1.73%
Praxair	180	7	1.55%
Brookfield Global Relocation Services, LLC	165	8	1.42%
Personalization Mall	160	9	1.38%
Electro-Motive Diesel	145	10	1.25%
	2,300		19.85%

Data Source: Village Records and U.S Census Bureau



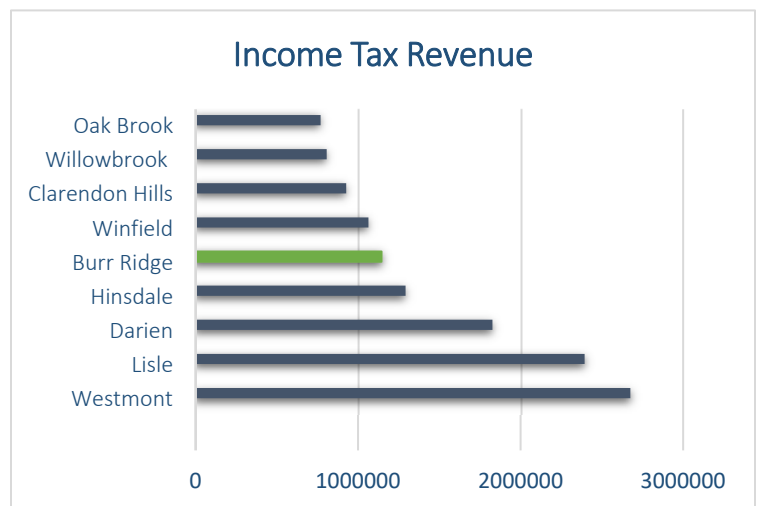
Population

Westmont	25,040
Lisle	23,024
Darien	22,206
Hinsdale	17,705
Burr Ridge	10,783
Winfield	9,641
Clarendon Hills	8,680
Willowbrook	8,598
Oak Brook	8,108



Income Tax Revenue

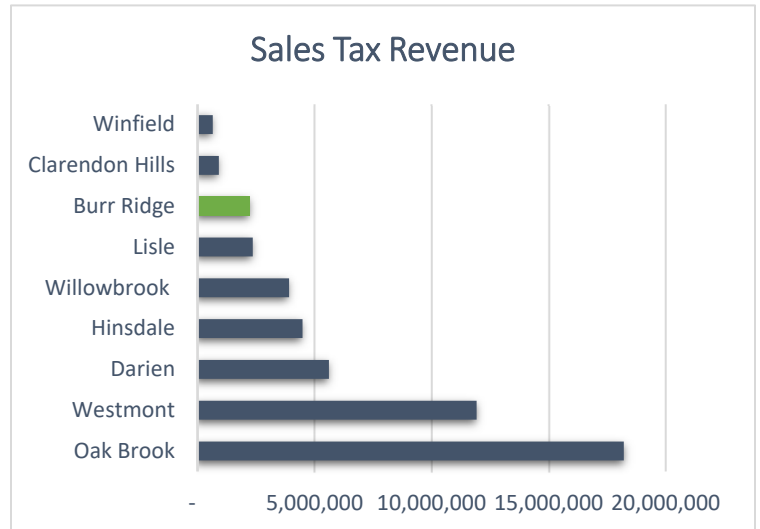
Westmont	\$2,675,467
Lisle	\$2,393,776
Darien	\$1,827,078
Hinsdale	\$1,292,779
Burr Ridge	\$1,144,430
Winfield	\$1,064,334
Clarendon Hills	\$926,999
Willowbrook	\$807,021
Oak Brook	\$770,000





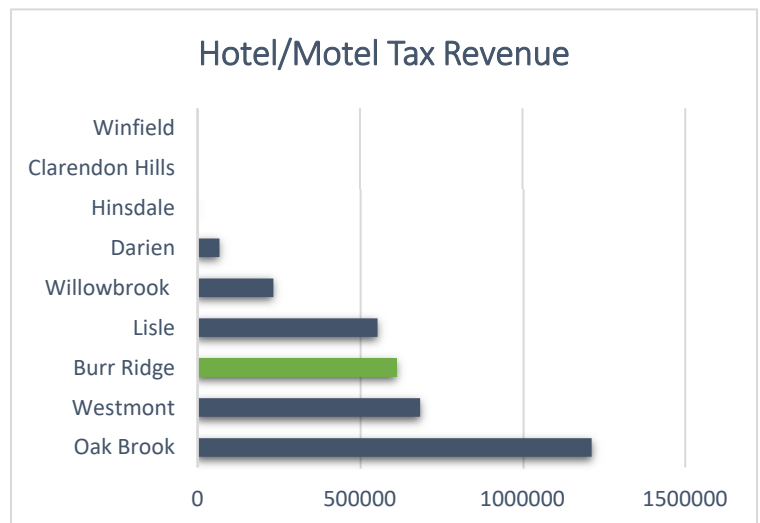
Sales Tax Revenue

Oak Brook	\$18,212,000
Westmont	\$11,923,809
Darien	\$5,614,808
Hinsdale	\$4,485,235
Willowbrook	\$3,914,075
Lisle	\$2,361,580
Burr Ridge	\$2,249,890
Clarendon Hills	\$912,803
Winfield	\$651,136



Hotel Motel Tax Revenue

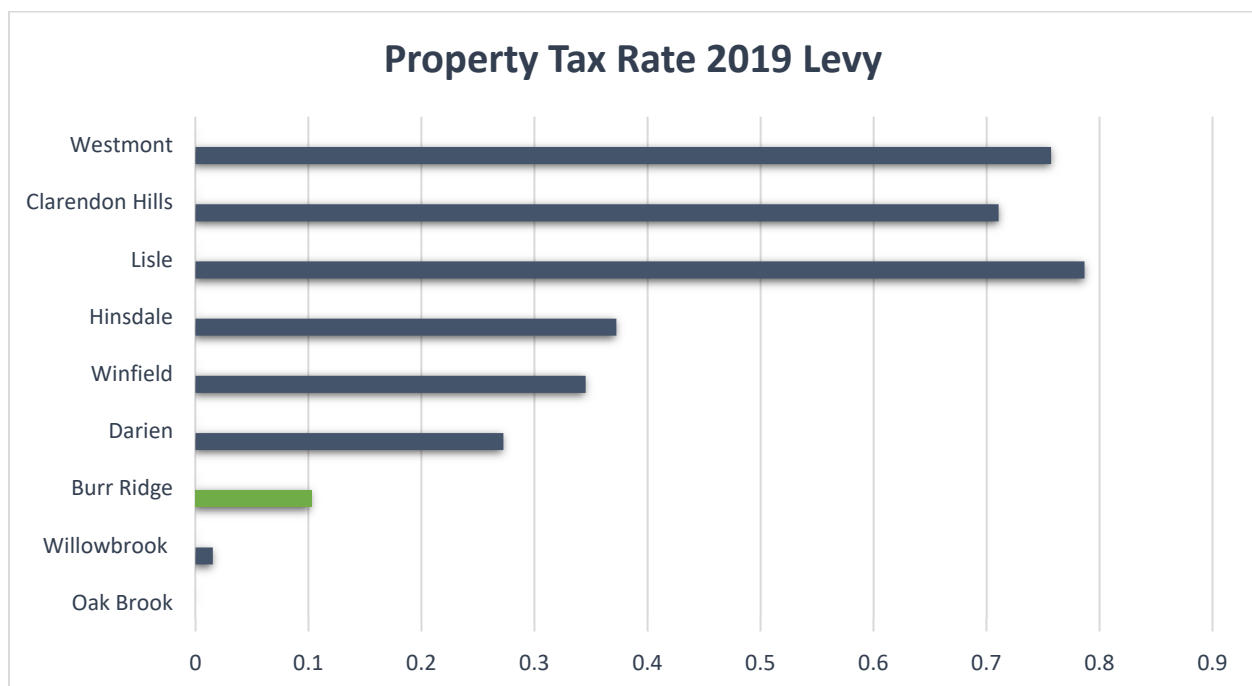
Oak Brook	\$ 1,212,500
Westmont	\$ 684,779
Burr Ridge	\$ 612,730
Lisle	\$ 553,856
Willowbrook	\$ 233,284
Darien	\$ 67,593
Hinsdale	\$ -
Clarendon Hills	\$ -
Winfield	\$ -





Property Tax Levy

<u>Municipality</u>	<u>Tax Rate</u>	<u>Home Rule</u>
Oak Brook	0	No
Willowbrook	0.0154	Yes
Burr Ridge	0.1028	No
Darien	0.2725	Yes
Winfield	0.3452	No
Hinsdale	0.3724	No
Lisle	0.7867	No
Clarendon Hills	0.7107	No
Westmont	0.7571	No





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.