



City of
Evanston[™]

Fiscal Year 2014 Adopted Budget

Elizabeth B. Tisdahl, Mayor

Submitted by

Wally Bobkiewicz, City Manager

www.cityofevanston.org



ELECTED OFFICIALS

**Elizabeth B. Tisdahl
Mayor**

CITY COUNCIL

Judy Fiske	First Ward
Peter Braithwaite	Second Ward
Melissa A. Wynne	Third Ward
Donald N. Wilson	Fourth Ward
Delores A. Holmes	Fifth Ward
Mark Tendam	Sixth Ward
Jane Grover	Seventh Ward
Ann Rainey	Eighth Ward
Coleen Burrus	Ninth Ward
Rodney Greene	City Clerk

Wally Bobkiewicz
City Manager

CITY OF EVANSTON
FY 2014 ADOPTED BUDGET

Including the City Manager’s Budget Message and
Schedules Showing Revenue Estimates and Budget

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

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Budget Presentation
Award*

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**City of Evanston
Illinois**

For the Fiscal Year Beginning

January 1, 2013

Executive Director



PART I

BUDGET MESSAGE



January 1, 2014

Mayor Elizabeth B. Tisdahl and
Members of the City Council

Ladies and Gentlemen:

Please find the Fiscal Year 2014 Budget for the City of Evanston, Illinois for the period beginning January 1, 2014 and ending December 31, 2014. The annual budget is a policy document which sets the financial course for the City of Evanston and defines the service priorities provided to the community. It is the culmination of months of effort by the entire City staff, as well as residents, to balance available resources with the actual and desired services required by Evanston residents, businesses, and visitors.

The total budget for FY 2014 is \$254,627,610, which includes all funds and interfund transfer expenses. This represents an increase of \$692,354 from the 2013 Approved Budget as amended. When interfund transfers are excluded from this calculation the total budget for all funds is \$221,528,108.

STATE OF THE CITY

Although the prevailing economic climate has shown some signs of improvement during the past year, the national economy remains an area of concern for the City of Evanston. The performance of the national economy impacts the City in numerous ways including local employment, housing, and economic development. As such, staff has been diligently monitoring expenses and revenues to ensure that the City remains fiscally stable in these challenging economic times, while still providing core services in the most responsible ways possible.

The 2014 Adopted Budget includes **no increase** in property taxes for the General Fund Operating Levy or the Debt Service Fund Levy. The Evanston Public Library, which is included in this document, has a separate tax levy, which is approved by the Library Board and recommended to the City Council for approval each year. The City has experienced positive building growth throughout the community and at Northwestern University in 2013 and this growth is expected to continue through 2014. Other economic revenues (sales tax, income tax, and utility taxes) are stable at a minimum and improving in many cases.

The 2014 Adopted Budget includes rate increases in the City's Water Utility and Solid Waste funds. Water rates are to increase by 10%, but will remain the lowest rates in the suburban area. This increase will be used to support capital infrastructure replacement in both the Water Plant and distribution system. Solid Waste fees will increase by \$3 per month for the 95 gallon container. Again, even with these increases, Evanston fees are well below the

average for the North Suburban area. These fee increases will allow the transfer from the General Fund to Solid Waste to drop by approximately \$190,000 down to \$1,056,000 per year and will help bring the Solid Waste operation closer to self-sufficiency.

The 2014 Adopted Budget includes no layoffs for the first time in several years and as noted more fully below includes the addition of personnel in Police, Health, and Library services.

Starting in 2013 and continuing into 2014 the City Council will be addressing new goals and objectives through a Strategic Planning process. This process will focus on major capital and operating goals to address City infrastructure, facilities, and long range planning.

FY 2013 SUCCESSES

General Fund Anticipated to Close Fiscal Year 2013 with Surplus: Staff worked diligently to improve efficiencies, reduce costs, and maintain service to the residents in a fiscally responsible manner. The estimates for FY 2013 show General Fund revenue performing at over 100% of budget. Additionally, General Fund expenditures are anticipated to hold at 1.77% below budget. As a result, the City anticipates closing 2013 with approximately \$2.2 million in General Fund surplus. The General Fund ending fund balance has remained stable and, as of the end of FY 2013, is expected to be at \$17.6 million or 21% of budgeted expenditures, which is above the minimum required balance of 8.3%. As a result, the General Fund surplus will be used to support other City Funds which have lower than desired reserves. By using this surplus, the 2014 General Fund Budget will not need to increase the transfer costs to these other funds.

The approved 2013 General Fund interfund surplus transfers* are:

- Insurance Fund \$500,000
- Fleet Maintenance Fund \$600,000
- Debt Service Fund \$1,000,000

* Fund transfers may be adjusted based on final audited FY 2013 expenses, but will not exceed the amounts listed above.

Citizen Engagement: The FY 2014 Budget marks the fifth consecutive budget year in which the City has facilitated a community budget process. In addition, the FY 2014 Budget process represents the third year of the City's *Engage Evanston* initiative, which is an on-going effort to encourage dialogue and discussion among residents regarding community priorities and budgetary challenges. As part of the *Engage Evanston* initiative, residents were encouraged to share their budget-related ideas, comments, and suggestions with the City through a variety of communication channels including postal mail, phone, and the internet. Internet communication options included the City website, Facebook, Twitter, and the MindMixer webpage.

Residents also had the opportunity to provide budget ideas and feedback in-person as part of the Citizen Budget Input Session and the Community Outreach Events. During the Community Outreach Events, City staff was available to interact with individuals in the community to discuss budget-related comments and ideas at various coffee shops

throughout Evanston. The input of residents gathered during the City's *Engage Evanston* initiative is highly valued and has been incorporated into the development of the 2014 Budget as has been done in previous years.

Comprehensive Performance Measurement: The FY 2014 Budget document contains follow up to the 2013 Comprehensive Performance Measurement (CPM) Report. This report has been created in accordance with the 2013 City Council goal of improving the "Efficiency and Effectiveness of Services." In creating these metrics, Departments were asked to identify performance measures for benchmarking the efficiency and effectiveness of City operations and service provision to the public. These performance measures aim to capture all major operational activities of the organization and yield meaningful and actionable information which can be utilized by the City Council, managerial staff, residents, and other community stakeholders. The implementation of the CPM Report will provide the City Council and public with a simplified tool to quickly and easily assess the effectiveness of City services.

Public Safety: The City continues to focus on maintaining Public Safety services without reductions in services or funding. The 2014 budget includes three additional Police Officers in comparison to 2013 budget levels. As of September 2013, the Police Department has responded to over 27,089 calls for service and Part 1 crime statistics reveal a -7.4% drop in serious crime. The Fire Department is on track to respond to approximately 9,300 calls for service this year.

Youth Services: The Mayor's 2013 Super Summer Initiative consisted of numerous activities for Evanston's youth and young adults; it was enhanced by partnerships with several agencies that allowed the City to provide even more programs. Recreational programs included open microphone nights, expanded open gym hours, volleyball in the parks, youth entertainment at festivals, the Golead Gallery, concert and movie nights, open lounge, roller-skating, and ice-skating. These and other programs, facilitated by the Parks, Recreation and Community Services Department in collaboration with the Police Department, Library, and City Manager's Office, were a success and helped to reduce violence among youths and young adults.

The 2013 budget increased staffing positions in the Youth and Young Adult Division to expand the focus on effective outreach and engagement of the City's youth and young adults. Among many varied responsibilities, the Division oversees the Mayor's Summer Youth Employment Program. The Mayor's Summer Youth Employment Program placed 345 youth in public and private employment positions for the 2013 program, as compared to 169 in 2012. The staff helped to develop the Mason Park Field House as an outreach outpost to serve as an after school "hang out" spot for teens. Additionally, Outreach staff was able to help place more than 50 youth and young adults in other part time and full time jobs. The Division was also successful at implementing the pilot year of the Building Career Pathways to Sustainable Employment Program and began the Certificate of Rehabilitation program.

Economic Development 2013: Creating jobs and expanding sources of tax revenue are the focus of the City's economic development staff. The 2013 Work Plan identified a focus on the sectors of Arts & Entertainment, Entrepreneurship Development & Growth

Oriented Startups, and Water Industries, while adding three additional areas of focus: retail attraction and retention; workforce development partnerships; and “Quality of Place”. The “Quality of Place” represents the elements defining a City’s attractiveness to residents and businesses.

In 2014, economic development staff will continuously refine these efforts to support Evanston’s business community, supporting job and revenue growth, in a fair and consistent manner that is expected in Evanston.

In 2013, economic development staff continued to target revitalization efforts throughout Evanston including:

- As of September 1, approximately 50 new businesses had opened in Evanston, bringing 172 new jobs to Evanston.
- The development of new businesses to create unique and dynamic business districts. This has included the opening of Trader Joe’s at 1211 Chicago Avenue on September 6; the projected opening of Evanston’s first brew-pub at 623 Howard Street in December 2013; the opening of Skylight a unique event space in the Heartwood Center at 1818 Dempster Street.
- Opening of two new residential developments – 1717 Ridge, a new 175-unit rental apartment building and the AMLI Residential development, at 737 Chicago Avenue, a new 214-unit luxury rental apartment building. Central Station at 1720 Central Street is expected to open for occupancy before the end of 2013.
- Continued efforts to support entrepreneurship and partnership with Northwestern University. NU and the City were one of three communities in the state that would receive a \$1,000,000 state grant to aid in technology upgrades to bring the Gigabit network to Evanston.
- Continued investment in Evanston’s infrastructure to support multiple modes of transportation. This has included the rehabilitation of Davis Street, sidewalks, and the creation of a protected bike lane.
- Cultivation and support of arts in Evanston. The completion of the Downtown performing arts plan and the ongoing efforts of the EvanstArts project have worked to develop a framework and roadmap for supporting the arts community in Evanston. The City Council authorized the development of a 9-member task force to work to determine the feasibility of a downtown performing arts center.
- Development of the Health & Wellness Working Group, a group of businesses across Evanston’s business districts engaged in providing goods and services to support the health and overall wellness of Evanston residents, visitors, and workers. The group has met quarterly since the start of 2013 and held a fair in late September to promote the work of these businesses.

Selling Water: Evanston partnered with Lincolnwood, Niles, Des Plaines, Park Ridge, the Northwest Water Commission (NWC) and the Northwest Suburban Municipal Joint Action Water Agency (NSMJAWA) to complete a transmission main study in 2012. This study determined the preliminary pipe routing, pipe size, cost and cost allocation for a transmission main that would supply water to these potential partners. Additionally, Evanston continues to work on the facility level planning to increase the capacity of the water treatment facility as needed to meet the demand of the potential new customers (the NWC is already a wholesale customer). Evanston is working to execute water supply contracts with the potential new customers, which will continue throughout the 2014 year.

FUTURE CHALLENGES

Balancing Quality of Life with Available Resources: Many residents have previously expressed concern that efforts to balance the City's budget may adversely impact the quality of life in Evanston through reductions in City services. In 2014, the City will take on the challenge of balancing our operating budget while tackling the long term task of updating and replacing City facilities, parks, and utility systems. Evanston is a wonderful place, in part, because of the great facilities, parks and transportation systems that bring the community together. These systems require periodic repair and replacement and given our tight operating budgets, developing a strategic plan to prioritize these replacements and upgrades will be an important task in 2014 and beyond.

Debt: The City municipal bond rating was downgraded in 2013 from Aaa to Aa1 by Moody's and similarly by Fitch Investor services. Pension debt and the revised calculations of this debt by Moody's are the primary reasons for this rating change. Despite City efforts to successfully increase funded ratios over the past four years in both the Police and Fire Pension Funds, the change in analytical parameters by Moody's required the rating agency to change the City's bond rating. The City continues to look at methods to reduce general obligation (G.O.) debt that places any further burden on the property taxpayers in Evanston. Specific issues facing the City in the near future for debt service costs include the following items:

- The City's Sewer Fund is proposing to issue \$2.0 million in G.O. debt in 2014. After 2015, a majority of the previous debt obligations from major work done in the 1990s will end, reducing the Sewer Fund indebtedness.
- Based on the City Council's preliminary Strategic Planning Process, maintaining and replacing City facilities, utilities, and streets/sidewalks will be a priority in the coming years. The City will continue to balance new debt issued with the amount of debt being retired each year, containing the total debt burden to Evanston tax payers.
- The City plans refinanced \$30 million in General Obligation Bonds on December 1, 2013. This refinancing will not extend the duration of the bonds and should result in interest/principle savings \$4 million spread over the next ten years.

Pensions: The 2013 Adopted Tax Levy, which is included in the 2014 Adopted Budget, will use the 2013 Actuarial Study prepared by Tepfer Consulting Group (TCG) as a basis for setting funding levels for the Police and Firefighter's Pension Funds. The 2013 Study provides for a reduced interest rate assumption from 7.0% to 6.75%. This change would normally reduce the City's future projected funding level. However, due to 2012

performance in each fund, the funded ratios of both the Police and Firefighters Pension Funds have again increased. A summary table below provides the change in funding from year to year for these funds.

	Police Pension Fund	Firefighter's Pension Fund
2014 State Minimum Contribution per PA 96-1945	\$6,237,581	\$4,533,401
Funded Ratio	49.8%	48.2%
Governmental Accounting Standards Board Minimum Contribution (GASB) n/a	\$8,091,526	\$6,028,078
2014 City Recommend Minimum Contribution	\$8,394,279	\$6,341,558
Funded Ratio	47.3%	46.5%
Reduction in Funding by using State Minimum	(\$2,156,698)	(\$1,808,157)
Reduction in Funding by using GASB	(\$302,753)	(\$313,480)

The City is funding Police and Firefighter pensions at a level that is \$3.96 million above the minimum funding required by State of Illinois statute.

For the 2013 contribution the City Council approved an additional funding amount of \$500,000 above the Actuarial Study recommendation. The 2014 Actuarial Study recommends a reduction from the 2013 level (when the \$500,000 is included) by \$35,355 for Police Pension funding and \$102,077 for the Firefighter's Pension funding. During the 2014 Budget review process the City Council approved funding equal to 2013 levels, which eliminates the proposed reduction in the Actuarial Study as noted in the table below:

	Police Pension Fund	Firefighter's Pension Fund
2013 Contribution (used in 2012 Tax Levy)	\$8,109,454	\$6,126,383
Funded Ratio	45.6%	45.3%
Additional Council Approved Contribution	\$284,825	\$215,175
Total Contribution	\$8,394,279	\$6,341,558
2014 Actuarial Study Recommendation	\$8,358,924	\$6,239,481
Additional Council Approved Funding	\$35,355	\$102,077
2014 Approved Funding	\$8,394,279	\$6,341,558
Funded Ratio	47.3%	46.5%
Contribution Change	\$0	\$0
Funded Ratio Change	1.7%	1.2%

Senior Services: The "Age-Friendly Evanston" will be underway in 2014. This project follows the World Health Organization (WHO)'s "Age-Friendly Cities" model to provide a

system to educate, encourage, promote, and recognize improvements that will make Evanston more user-friendly not only for senior residents, but for residents of all ages. This project entails building a task force of residents, collaborating with Northwestern University’s Buehler Center on Aging to conduct a baseline assessment of the age-friendliness of Evanston and developing a three-year city wide action plan for ongoing improvement of “age-friendliness. This is a five year process. An assessment of boards, committees and commission related to the Senior Services division will be conducted in 2014 to evaluate efficiencies, performance, compliance, accountability, and ultimately, setting direction for each. This will ensure members understand their duties and the needs of the community are being met.

Diverse Communities: The population of Evanston has traditionally been racially and socio-economically diverse. The 2010 Census shows that Evanston has an African American population of 18.1%, Latino 9.0%, and Asian 8.6%. City programs and services need to have greater focus on identifying and serving the needs of these diverse racial communities. In addition, the City needs to spend additional resources on programs and partnerships to help struggling families in difficult economic circumstances. Some work has started with the United Way of Metropolitan Chicago on financial literacy courses and the City is committed to additional work in this area.

Solid Waste Fund: In FY 2012 the City changed the service delivery model for recycling and refuse removal. Refuse and yard waste are now removed contractually and recycling is handled by City staff. This change was done to limit costs in two main areas – equipment purchases/maintenance and workers compensation/liability costs. The City’s Solid Waste operations are not currently self-sufficient. The FY 2014 Adopted Budget decreases the General Fund contribution to the Solid Waste Fund from \$1,245,967 to \$1,056,000 due to a \$3 increase in the monthly fee for the 95 gallon refuse carts. The FY 2014 fees for Solid Waste are as follows:

	<u>2013 Fee</u>	<u>2014 Adopted Fee</u>
95 gallon Cart Monthly Fee	\$ 14.95	\$ 17.95
65 gallon Cart Monthly Fee	\$ 7.95	\$ 7.95
Yard Waste Cart Annual Fee	\$ 25.00	\$ 25.00
Yard Waste Sticker	\$ 1.75	\$ 1.75

Even with this increase, City fees are substantially below area communities, which according to Solid Waste Agency of Northern Cook County (SWANCC) average \$22 per month. The following table compares the City’s current and adopted rates with area communities.

Municipality	Size Refuse Collection Container		Yard Waste Collection Fees	
	95 Gal	65 Gal	Annual	Sticker
Oak Park	\$21.38	\$18.10	\$122	\$2.36
Arlington Hts.	\$24.55	N/A	\$125	\$2.10
Wilmette	\$21.63	N/A	N/A	\$2.25
Glenview	\$16.63	N/A	\$146	N/A
Sample Avg.	\$21.00	\$18.00	\$131	\$2.25
Evanston: Current	\$14.95	\$7.95	\$25	\$1.75
Evanston: Adopted	\$18.95	\$7.95	\$25	\$1.75

Water Fund: The 2014 Adopted Budget includes a water rate increase of 10%. A detailed rate review was provided to the City Council on July 22, 2013. This increase will be used to maintain funding of current capital replacement programs in combination with debt issuance for selected projects.

2014 CITY COUNCIL GOALS

Through a Strategic Planning initiative in 2013, the City Council is in the process of defining a consolidated list of goals that will provide a more precise focus for staff and resources. The FY 2014 Budget includes many programs and initiatives to further the adopted goals of the City Council. The adopted 2014 City Council Goals are as follows:

- Buildings and Facility Infrastructure
- Water and Sewer Infrastructure
- Street/Sidewalks Infrastructure
- Economic Development
- At Risk Individuals and Families
- Financial Policies

A portion of the projected 2014 General Fund surplus, totaling \$300,000, will fund a series of studies and reviews regarding City infrastructure and facilities through the Capital Improvement Fund. The General Fund will also transfer \$636,500 to the Capital Improvement Fund in 2014 to be used as a Park and Facilities Contingency Account, which will be used for emergency repairs and other projects identified in the City's Strategic Plan. The Utilities Department will also continue their review of major capital projects as outlined at the September 30, 2013 Council meeting. Financial Policies included in this budget document will also be reviewed to confirm or modify existing policies on debt and reserves in specific City Funds.

FISCAL YEAR 2014 BUDGET OVERVIEW

GENERAL FUND

The General Fund encompasses the majority of all daily operations as budgeted, excluding Fleet, Parking, Water, and Sewer services.

General Fund:

	FY 2012	FY 2013	FY 2013	FY 2014
	Actual	Amended	Estimated	Adopted
	Actual	Budget	Actual	Budget
Revenues	\$78,777,151	\$84,523,051	\$85,195,619	\$89,185,298
Expenditures (Less Surplus Distribution)	\$81,860,308	\$84,520,422	\$83,027,723	\$87,469,573
Net	(\$3,083,157)	\$2,629	\$2,167,896	\$1,715,725
Transfer to Capital Improvement*	\$1,250,000	\$0	\$0	\$936,500
Transfer to Fleet Maintenance Fund	\$0	\$0	\$600,000	\$0
Transfer to Equipment Replacement Fund*	\$500,000	\$0	\$0	\$0
Transfer to Debt Service Fund	\$0	\$0	\$1,000,000	\$609,000
Transfer to Insurance Fund*	\$0	\$0	\$500,000	\$0
Surplus/(Deficit)	(\$4,833,157)	\$2,629	\$67,896	\$170,225
Adjustment to GAAP Basis of Accounting	\$3,473,475	\$0	\$0	\$0
Adjusted Surplus/(Deficit)	(\$1,359,682)	\$2,629	\$67,896	\$170,225

*General Fund budget was amended on 6/11/12 to include fund balance transfers totaling \$1.75M. \$1.25M was transferred to the Capital Improvement Fund and \$500,000 was transferred to the Equipment Replacement Fund.

Fiscal Year 2013 Status: FY 2013 revenues are estimated to perform at approximately 100.8% or \$672,568 above budget. Income tax and Real Estate Transfer taxes are performing above budgeted levels, and building permit revenues have exceeded FY 2013 budget expectations. While Sales Taxes are lagging below budget targets to date, staff anticipates that fourth quarter sales will boost this revenue source close to budgeted levels.

FY 2013 General Fund operating expenses are estimated to be nearly \$1.49 million or 1.77% below budget.

FISCAL YEAR 2014

Staffing/Compensation: The 2014 Adopted Budget includes modest compensation increases in the form of a merit (non-bargaining)/cost-of-living (bargaining unit) increase of 2.0% and the reinstatement of merit/step increases for non-represented employees. A majority of City staff are members of one of four bargaining units. The City is currently in contract negotiations for 2014 with Evanston chapters of the American Federation of State, County and Municipal Employees (AFSCME), the International Association of Fire Fighters (IAFF), the local chapter of the Fraternal Order of Police (FOP) Officers, and the FOP Sergeants.

Additionally, the 2014 budget includes staffing increases of 15.31 full-time equivalents. Details of these changes can be found in the position control portion of the budget.

The list of staff position reductions and additions for FY2014 is shown below.

<u>POSITION</u>	<u>DEPARTMENT</u>	<u>FUND</u>	<u>FTE</u>
Cultural Arts Coordinator	City Manager's Office	General	1
Human Resources Specialist	Administrative Services	General	1
Customer Service Representative	Community Dev.	General	1
Victim Advocate	Police	General	1
Police Sergeant	Police	General	1
Police Commander	Police	General	1
Emergency Response Coordinator	Health	General	0.2
2 PT Youth-Young Adult Outreach Workers	Parks/Rec/Comm. Serv.	General	1
Preschool Instructor / Rec. Aide Adjustments	Parks/Rec/Comm. Serv.	General	(0.14)
Library Department staffing adjustments	Library	Library	6.75
Part-Time Clerk	Utilities	Water	0.5
Safety Specialist	Administrative Services	Insurance	1
TOTAL ALL FUNDS			15.31

The total staffing level for FY 2014 is 804.78 full-time equivalents, compared to a high level of 884 in 2006-07. Some of these changes were approved mid-year during 2013, but as noted above, the General Fund is well under budget and no amendment was required to affect personnel increases. All of the changes have been made in an effort to continue to focus efficiency and effectiveness of service delivery.

Balanced Budget: The FY 2014 General Fund Budget is presented as a balanced budget with a slight surplus of \$170,225. In order to balance the budget, the following revenue and expense changes were included in the Adopted 2014 Budget:

Revenue	Amount
Reduce Property Tax Levy for Library Interfund Transfer	(\$ 250,000)
Interfund Transfer from Library Fund for Administrative Services and Liability	\$ 250,000
Increase Building Permit Fee by \$1.50 per \$1,000 for permits up to \$1,000,000 and \$2.50 per \$1,000 for permits over \$1,000,000	\$ 450,000
Increase Real Estate Transfer Tax Projection	\$ 270,000
Increase Liquor Tax Projection	\$ 75,000
Increase Electric Utility Tax Projection	\$ 70,000
Youth Organization Umbrella (YOU) Grant	\$ 40,000
Increase Interfund Transfers to General Fund by 3%	\$ 225,000
Total Revenue Adjustments	\$ 1,130,000

Expense	Amount
Reduce Interfund Transfer to Solid Waste Fund	\$ (190,000)
Additional Support to Mental Health Board / Community Purchased Services	\$ 114,460
Additional Support for Summer Youth Employment	\$ 30,000
Citywide Salary Savings (1.0%)	\$ (600,000)
Elimination of Human Resource Contractor	\$ (133,500)
Addition of Human Resource Specialist	\$ 123,549
Increase for Activities at the School-Based Health Clinic at ETHS	\$ 9,000
Addition of 2 YOU Grant Funded Outreach Workers	\$ 42,368
Addition of 2 Recreation Instructors at 28 Hours per Week	\$ 2,000
Replace 0.5 FTE Rec Aide and 0.5 FTE Preschool Instructor with 1 FTE Preschool Rec Aide	\$ 11,357
Total Expense Adjustments	\$ (590,766)

In addition to the General Fund adjustments listed above, the Community Development Department is anticipating a \$2,770,000 increase in permits and associated revenues for 2014. Of this number, approximately half is considered on-going revenue while the other half should be used to off-set one-time expenses as per the Council's policy. Staff has planned for several one-time expenses to be funded from the anticipated \$1,385,000 in one-time revenue. The remaining items, totaling \$609,000, will be funded from the available fund balance in the General Fund. A complete listing of the one-time General Fund expenses to be funded in 2014 is provided in the table below:

One-Time Expenses	
Kubota r400 Vehicle (Snow and Sidewalk)	\$ 100,000
Dutch Elm Tree Inoculations	\$ 200,000
Bike Racks	\$ 50,000
Automated Stretcher Lift Device	\$ 40,000
Tree Planting	\$ 58,500
Transfer to Debt Service Fund	\$ 609,000
Transfer to Capital Improvement Fund (Parks and Facilities Contingency)	\$ 636,500
Transfer to Capital Improvement Fund (Strategic Plan Studies)	\$ 300,000
<u>TOTAL</u>	<u>\$ 1,994,000</u>

The combination of revenue increases and expenditure decreases creates a projected budget surplus for 2014 of \$170,225.

GENERAL FUND REVENUES: In previous years, during Council deliberations questions have come up regarding brief explanations of changes in the revenues from year to year. The table below shows a listing of taxes/revenues that are projected to change, and some of the reasons for these changes.

REVENUE	FY 13 Budget	FY 14 Budget	Difference	Reason
PRIOR YEAR'S TAXES	200,000	240,000	40,000	Prior year's taxes represent 2% of tax levy. 2014 projection is based on 2% and historical collections. In the past few years the City has collected lower percentages of total tax bills and it is likely that we will have an increase in payments after the fact from these years.
STATE USE TAX	1,176,879	1,241,753	64,874	Per the IL Municipal League, 2013 (May-Apr) Use Tax rate was \$15.92 per capita. IML forecasts an increase to \$16.70 for 2014.
SALES TAX - BASIC	9,291,000	9,650,000	359,000	Per State of IL - pent up demand for retail sales has been exhausted and the expiration of the payroll tax is expected to slow growth in 2013. National retail sales are expected to increase by 2.4% in 2014. 2014 assumes an increase of 2.4% in comparison to 2013.
SALES TAX - HOME RULE	5,861,800	6,100,000	238,200	Per State of IL - National retail sales are expected to increase by 2.4% in 2014. 2014 assumes an increase of 2.4% in comparison to 2013.
ATHLETIC CONTEST TAX	760,000	800,000	40,000	One time annual payment from NU received in January / February. Revenue is dependent upon ticket sales for sporting events. 2013 schedule included 7 home games including versus Michigan and Ohio State. 2014 schedule currently has 6 home games, including Michigan with 3 weeks listed as TBA. Estimate is based on recent revenue trends.
STATE INCOME TAX	6,322,645	7,076,170	753,525	Per IML, 2013 (May-Apr) Income Tax rate was \$90.12 per capita, which was a 10.7% increase compared to prior year. IML forecasts an additional 5.9% increase for 2014, but offers more conservative scenarios of 3.65%, 4.3%, and 5.4% growth. 5.4% growth is projected. Population is 74,486 per 2010 census.

REVENUE	FY 13 Budget	FY 14 Budget	Difference	Reason
ELECTRIC UTILITY TAX	3,069,806	3,070,000	194	Electric Utility Tax revenue is dependent upon weather conditions, particularly use of air conditioning. 2013 YTD revenue is 48% of budget. Relatively mild summer to date may have impacted revenue. Per State of IL - 2013 and 2014 electricity revenue is forecasted to remain flat.
NATURAL GAS UTILITY	1,400,000	1,200,000	(200,000)	Tax on gross receipts for natural gas usage. Per State of IL - 2014 Natural Gas tax will decrease by about 4% due to mild weather forecasts. FY2012 revenue closed 35% below budget, but YTD 2013 collections are \$136K higher than prior year. Projections assume 2013 and 2014 collections will be 3% higher compared to 2012.
CIGARETTE TAX	485,000	300,000	(185,000)	Per State of IL - Cigarette taxes have remained relatively flat since 2010. City collections for 2012 were down significantly (over 50%) from prior years. This would indicate that smokers may be purchasing cigarettes in other municipalities to avoid Evanston tax rates. Flat projection in 2013 and 2014.
EVANSTON MOTOR FUEL	707,667	610,000	(97,667)	2013 YTD motor fuel revenues are similar to prior year. State of IL forecasts motor fuel sales to decrease 1% in 2013 and another 3.5% in 2014.
LIQUOR TAX	2,350,000	2,375,000	25,000	Per State of IL - Liquor tax is relatively stable despite economic/business cycle fluctuations. YTD collections are similar to prior year. Slight growth from 2012 actuals projected in 2013 and 2014.
PARKING TAX	2,200,000	2,350,000	150,000	Parking tax revenue has been relatively stable since FY10-11 and is on pace to match 2012 revenue in 2013. Flat projection for 2014
PERSONAL PROPERTY REPLACEMENT TAX	591,600	552,000	(39,600)	Per IML, 2013 PPRT receipts were down .9%. 2014 projection is 3.3% higher than prior year per IML. Actual revenue is based on amount dedicated to Police and Fire pension funds.
REAL ESTATE TRANSFER TAX	2,100,000	2,875,000	775,000	Per State of IL - Sales of single family homes grew 10% in 2012 and are projected to grow by 9.8% in 2013 and 8.9% in 2014. RETT topped out at approximately \$4.0 million in previous years so the projection is still well below that previous high.

REVENUE	FY 13 Budget	FY 14 Budget	Difference	Reason
VEHICLE LICENSES	2,600,000	2,700,000	100,000	Vehicle licenses are relatively stable each year. Majority of revenue is collected in Nov/Dec. FY12 actuals are used for 2013 estimate and 2014 projection. ALPR system will increase compliance for chronic scofflaws.
TOTALS	\$39,116,397	\$41,139,923	\$2,023,526	

OTHER FUNDS

The City budget includes information on many other funds, which account for all other activities accomplished each year. Each fund is summarized in the Executive Summary immediately after this transmittal letter.

CONCLUSION

In closing, I would like to thank Assistant City Manager/Chief Financial Officer Martin Lyons for his leadership of the Budget Team and his efforts to produce a responsible budget which strives to address City needs within the scope of our available resources. I would also like to thank the members of the Budget Team, including Finance Manager Louis Gergits, Senior Management Analyst Brandon Dieter, Management Analyst Ashley Porta, and Accounting Manager Hitesh Desai for their research, analysis, and diligent efforts in the development of the annual budget. I would also like to thank the Department Directors and their respective staff for their assistance in helping to find solutions to this year’s budgetary challenges.

Sincerely,



Wally Bobkiewicz
City Manager

FY 2014 BUDGET ADJUSTMENT REQUEST WORKSHEET		
CITY OF EVANSTON		
	FY 2014 INITIAL ADJUSTMENTS	FY 2014 REVISED ADJUSTMENTS
GENERAL FUND - PROPOSED REVENUE ADJUSTMENTS (ON-GOING)		
GENERAL FUND BUDGET ADJUSTMENTS - REVENUES		
Citywide		
Reduce Property Tax Levy for Library Interfund Transfer	-	(250,000)
Interfund Transfer from Library Fund for Administrative Services	-	250,000
Increase Building Permit Fee	300,000	450,000
Youth Organization Umbrella (YOU) Grant	40,000	40,000
Increase Interfund Transfers to General Fund by 3%	225,000	225,000
Increase Real Estate Transfer Tax Revenue Projection	-	270,000
Increase Liquor Tax Projection	-	75,000
Increase Electric Utility Tax Projection	-	70,000
SUBTOTAL REVENUE ADJUSTMENTS	\$ 565,000	1,130,000
	FY 2014 INITIAL ADJUSTMENTS	FY 2014 REVISED ADJUSTMENTS
GENERAL FUND - PROPOSED EXPENSE ADJUSTMENTS (ON-GOING)		
Citywide		
Reduce Interfund Transfer to Solid Waste Fund	(450,000)	(190,000)
Additional Support to Mental Health Board / Community Purchased Services	-	114,460
Additional Support for Summer Youth Employment	-	30,000
Citywide Salary Savings	(300,000)	(600,000)
Subtotal Citywide	\$ (750,000)	(645,540)
Department Reduction Detail		
Administrative Services		
Elimination of Human Resource Contractor	(133,500)	(133,500)
Addition of Human Resource Specialist	123,549	123,549
Subtotal Administrative Services	\$ (9,951)	(9,951)
Police		
Scheduled Computer Purchases per Replacement Plan	30,000	-
Increase to Police Training	33,800	-
Subtotal Police	\$ 63,800	-
Health		
Increase for Activities at the School-Based Health Clinic at ETHS	9,000	9,000
Subtotal Health	\$ 9,000	9,000
Parks, Recreation and Community Services		
Addition of 2 YOU Grant Funded Outreach Workers	42,368	42,368
Addition of 2 Recreation Instructors at 28 Hours per Week	26,068	2,000
Replace 0.5 FTE Rec Aide and 0.5 FTE Preschool Instructor with 1 FTE Preschool Rec Aide	11,357	11,357
Subtotal Parks, Recreation and Community Services	\$ 79,793	55,725
TOTAL GENERAL FUND EXPENSE ADJUSTMENTS	\$ (607,358)	\$ (590,766)

FY 2014 BUDGET ADJUSTMENT REQUEST WORKSHEET		
CITY OF EVANSTON		
	FY 2014 INITIAL ADJUSTMENTS	FY 2014 REVISED ADJUSTMENTS
GENERAL FUND - PROPOSED ONE-TIME REVENUE ADJUSTMENTS		
Citywide		
One-Time Building Permit Revenue from Northwestern Construction Projects	1,385,000	1,385,000
Subtotal - Citywide One-Time Revenue Adjustments	\$ 1,385,000	1,385,000
	FY 2014 INITIAL ADJUSTMENTS	FY 2014 REVISED ADJUSTMENTS
GENERAL FUND - PROPOSED ONE-TIME EXPENSE ADJUSTMENTS		
Citywide		
Kubota r400 Vehicle	100,000	100,000
ACCELA System Update	100,000	-
Equipment Replacement Fund Transfer	170,000	-
Dutch Elm Tree Inoculations	200,000	200,000
Bike Racks	100,000	50,000
Fire Department - 12 Mobile Computers	46,000	-
Automated Stretcher Lift Device	40,000	40,000
Tree Planting	58,500	58,500
Mobile City Hall Vehicle	150,000	-
Forestry Technology	100,000	-
Information Technology Purchases	320,500	-
Transfer to Debt Service Fund (2014 Debt Service Payment)	-	609,000
Transfer to Capital Improvement Fund (Project Contingency - Parks and Facilities)	-	636,500
Transfer to Capital Improvement Fund (Strategic Plan Studies)	-	300,000
Subtotal One-Time Expenses	\$ 1,385,000	\$ 1,994,000
Total Projected Revenues Before Adjustments (General Fund)	86,670,298	86,670,298
Total Revenue Adjustments - On-Going	565,000	1,130,000
Total Revenue Adjustments - One-Time	1,385,000	1,385,000
Total Projected Revenues After Adjustments (General Fund)	\$ 88,620,298	\$ 89,185,298
Total Projected Expenditures Before Adjustments (General Fund)	87,611,839	87,611,839
Total Expenditure Adjustments - On-Going	(607,358)	(590,766)
Total Expenditure Adjustments - One-Time	1,385,000	1,994,000
Total Projected Expenditures After Adjustments (General Fund)	\$ 88,389,481	\$ 89,015,073
Net Surplus / (Deficit) After Adjustments (General Fund)	\$ 230,817	\$ 170,225

**FY 2014 BUDGET ADJUSTMENT REQUEST WORKSHEET
CITY OF EVANSTON**

	FY 2014 INITIAL ADJUSTMENTS	FY 2014 REVISED ADJUSTMENTS
OTHER FUNDS - PROPOSED REVENUE ADJUSTMENTS		
<u>Solid Waste</u>		
Increase Refuse Cart Fees	800,000	380,000
Reduce Transfer from General Fund	(450,000)	(190,000)
Increase Yard Waste Subscription Fee	100,000	-
<u>Subtotal - Solid Waste</u>	<u>\$ 450,000</u>	<u>190,000</u>
<u>TOTAL REVENUE ADJUSTMENTS (Other Funds)</u>	<u>\$ 450,000</u>	<u>190,000</u>
	FY 2014 INITIAL ADJUSTMENTS	FY 2014 REVISED ADJUSTMENTS
OTHER FUNDS - PROPOSED EXPENSE ADJUSTMENTS		
<u>Library Fund</u>		
Interfund Transfer to General Fund for Administrative Services	-	250,000
<u>Subtotal - Library Fund</u>	<u>\$ -</u>	<u>\$ 250,000</u>
<u>Water Fund</u>		
Addition of Permanent Part-Time Clerk II Position	20,000	20,000
<u>Subtotal Water Fund</u>	<u>\$ 20,000</u>	<u>20,000</u>
<u>Insurance Fund</u>		
Addition of Safety Specialist at 1 FTE	122,908	122,908
Reduced Worker's Compensation Expenses Anticipated from Safety Specialist	(100,000)	(100,000)
Reduction for TPA Service Charges	(25,000)	(25,000)
<u>Subtotal Insurance Fund</u>	<u>\$ (2,092)</u>	<u>(2,092)</u>
<u>TOTAL EXPENSE Adjustments (Other Funds)</u>	<u>\$ 17,908</u>	<u>\$ 267,908</u>

**FY 2014 Adopted Budget
Executive Summary**

I. Introduction

The City of Evanston covers a stretch of four miles along Lake Michigan's picturesque western shoreline. The City's eight square miles include residential neighborhoods encircling thoughtfully-planned business districts and recreational facilities. On-going development of both residential and commercial properties has brought the City of Evanston a cosmopolitan flavor while retaining a close-knit suburban atmosphere.

Evanston boasts a diverse populace in terms of religious, racial, educational, and economic composition. Interspersed throughout the community are over 260 acres of parks. This includes over 30 tennis courts, five public swimming beaches, athletic fields, bicycling and jogging trails, and an indoor ice-skating facility.

The City of Evanston operates under the Council-Manager form of government. The non-partisan legislative component is comprised of ten elected officials consisting of a Mayor and nine Ward Aldermen. Through the Council-Manager form of government, elected officials create policy and direct the City Manager to implement the plan. This places the responsibility for day-to-day provision of services on a professional manager and staff.

II. Budget Summary

The total operating budget for FY 2014 is \$254,627,610 for all budgeted funds, including inter-fund transfers. This represents an increase of \$692,354 as compared to the amended FY 2013 Budget. The major change in the FY 2014 budget in comparison to FY 2013 is the creation of one additional fund associated with the Evanston Library. The Library Debt Service Fund will account for all Evanston Library debt service activities.

III. Fiscal Considerations

The City continues to take a guarded approach to budgeting its revenues and expenditures for FY 2014 due to continuing uncertainty relative to the prevailing economic climate, the State of Illinois, and the Federal Government. As a result, the focus of the FY 2014 budget will be to continue services at current levels, while the City reviews long term costs associated with facilities, infrastructure, and debt.

Revenues across all funds are projected to decrease by approximately 0.01% in comparison to FY 2013. FY 2014 General Fund revenues are projected to increase over the prior year by 5.51%. The 2013 tax levy, receivable in 2014

was adopted with several changes compared to the levy received in 2013. The table below provides a comparison of the current and adopted levy by fund:

	2012 ADOPTED LEVY	2013 ADOPTED LEVY	VARIANCE INCREASE / (DECREASE)	PERCENT INCREASE / (DECREASE)
GENERAL FUND OPERATING	\$ 9,578,882	\$ 9,388,452	\$ (190,430)	-1.99%
GENERAL FUND - IMRF PENSION	\$ 2,702,504	\$ 2,642,934	\$ (59,570)	-2.20%
TOTAL GENERAL FUND	\$ 12,281,386	\$ 12,031,386	\$ (250,000)	-2.04%
LIBRARY FUND	\$ 4,253,214	\$ 5,032,097	\$ 778,883	18.31%
LIBRARY - DEBT SERVICE FUND	\$ -	\$ 748,178	\$ 748,178	N/A
TOTAL - LIBRARY FUNDS	\$ 4,253,214	\$ 5,780,275	\$ 1,527,061	35.90%
FIRE PENSION FUND	\$ 6,061,575	\$ 6,061,575	\$ -	0.00%
POLICE PENSION FUND	\$ 8,069,325	\$ 8,069,325	\$ -	0.00%
DEBT SERVICE FUND	\$ 11,798,019	\$ 11,049,841	\$ (748,178)	-6.34%
TOTAL - ALL CITY FUNDS	\$ 42,463,519	\$ 42,992,402	\$ 528,883	1.25%

- The General Fund has no increase in the operating tax levy.
- The Police and Firefighter Pension Funds have been changed according to the 2013 Actuarial Study as jointly recommended by the City Treasurer, Police Pension Board, and Firefighter Pension Board.
- The Debt Service Levy is changing from previous schedules due to three factors:
 - Normal issuance and retirement of bonds in 2013.
 - Refinancing of \$30 million in 2004 and 2005 General Obligation Bonds will lower the 2013 Levy to offset a large increase from the 2006 and 2007 bond issues which begin paying higher principle this year.
 - Creation of the Library Debt Fund, which allocates the remaining General Obligation Debt for the Main Library.
- The Library Operating Levy has increased to cover increased costs associated with staff and longer hours at the Library North and South Branch, as well as providing more resources for Library activities at City Community Centers.
- The Library Board has approved the creation of a Library Capital Improvements Levy. This Levy will not appear on the tax bill in 2014, but is recommended to be segregated into a fund for future capital improvements to Library facilities.
- The Library Debt Fund will receive a portion of the Debt Service Fund Levy equal to the remaining debt service associated with the Main Library.

IV. General Fund

Expenditures

The FY 2014 Adopted Budget includes modest increases to personnel costs as a result of union contracts. There is also a 2% increase included for non-union personnel. The FY 2013 adopted budget served as the baseline for non-personnel Departmental expenditure budgets in 2014. Departments were asked to review their non-personnel budgets and submit an exception report in the event the budget provided was insufficient to meet projected departmental expenditures for the FY 2014 budget period.

In some cases, departments were able to meet this request. However, in many instances, departments requested additional funding to meet strategic goals and maintain service levels in the face of increased prices for raw materials. The Budget Team and City Administration reviewed these requests and provided opportunities for departmental cooperation, needs assessments, and prioritization.

Revenues

The General Fund depends upon a variety of revenue sources to fund its services. Many of these revenues are subject to fluctuations based on the economy, although demands and costs for government services typically either remain constant or increase. The summary of revenues below is a budget to budget comparison. The transmittal letter of this document includes a budget to actual comparison.

1. Property Tax:

The General Fund portion of the levy is will be reduced by \$250,000 or approximately 2.07% in FY 2014 to \$12,031,386. It should be noted that in FY 2013 a portion of the General Fund property tax levy was allocated to the newly created Library Fund. This allocation will continue in FY 2014 along with an additional General Fund property tax levy allocation for the Library Debt Service Fund. For FY 2014, the combined amount to be allocated to the Library Funds will be \$5,751,517.

2. State Sales Tax:

General Fund revenue from the State of Illinois sales tax is expected to be \$9,690,000, which represents an approximate increase of 4.29% in comparison to the FY 2013 budget. This revenue will increase or decrease based on the dollar amount of purchased tangible merchandise within the City. The anticipated increase is based on the projections provided by the State of Illinois budget office and have been adjusted to account for increased sales as a result of a full year of Trader Joe's store operations in Evanston, which opened in September, 2013.

3. Home Rule Sales Tax:

For FY 2014, this General Fund revenue is budgeted at \$6,100,000, which is a 4.06% increase in comparison to the FY 2013 budget. The year-end estimate for FY 2013 Home Rule Sales Tax revenue is projected at \$5,861,800. This tax is not assessed on food, prescription medication, or registered/titled property purchases (i.e., vehicles) so it is often less than the local share of the retailers' occupation tax.

4. State Income Tax:

Based upon projections from the Illinois Municipal League, revenue budgeted for FY 2014 is \$7,076,170, representing an 11.92% increase from FY 2013. This revenue is collected by the State of Illinois and the amount distributed to Illinois municipalities is dependent upon population size.

5. Utility Taxes:

Revenues from utility taxes are comprised of electric, natural gas distribution and consumption, and telecommunications taxes. For FY 2014, these taxes are budgeted at \$8,150,000, which represents a 3.46% decrease compared to FY 2013 budget.

6. Real Estate Transfer Tax:

Real estate transfer tax revenue is budgeted to increase by approximately \$775,000 or 36.9% in comparison to the FY 2013 budget; the projected FY 2014 revenue is \$2,875,000. Staff anticipates FY 2013 real estate transfer tax revenues will exceed budget and expects this trend to continue in FY 2014.

7. Vehicle Licenses:

This revenue source is considered to be relatively insulated from economic fluctuations as it is based on the number of vehicles registered within the City. For FY 2014, the revenue projection for vehicle licenses is \$2,700,000, which represents a 3.85% increase from the FY 2013 budget. This revenue projection is based on trend data from prior years.

8. Licenses, Permits, and Fees:

Excluding vehicle sticker sales, total licenses, permits, and fees are expected to generate \$9,922,280, which represents a 45.5% increase in comparison to FY 2013. There are several revenue sources which comprise the licenses, permit and fee category including building permits, liquor licenses and the cable franchise fee. The projected increase is primarily related to increases in Building Permits and related revenue sources.

9. Fines and Forfeitures:

Parking tickets, regular, and other fine revenues are budgeted to be \$4,366,022 in FY 2014, which represents no change in comparison to the FY 2013 budget for these items. This projection is based on relatively stable revenue collections for fines and forfeitures in recent years.

10. Charges for Services

This category consists of many revenue sources, the largest of which relates to recreation and ambulance service fees. Charges for services are projected to generate \$7,936,754 in FY 2014, which is a 0.41% increase over FY 2013. No rate changes to the above listed categories are anticipated in 2014.

11. State and Federal Aid

This revenue is completely dependent on grants offered by the State and Federal governments. For FY 2014, the revenue is projected to be \$721,272, which represents a 8.33% decrease from FY 2013. The majority of the City's grant funding is located in grant-specific funds outside of the General Fund.

V. Other Funds

Library Fund

The Library Fund was created as part of the FY 2013 budget and accounts for all revenues and expenditures associated with the operation of the Evanston Public Library. The Evanston Public Library promotes the development of independent, self-confident, and literate citizens through the provision of open access to cultural, intellectual, and informational resources for all ages. FY 2014 revenues for the Library Fund are projected to be \$5,866,339 and expenditures are budgeted at \$5,912,974. The Adopted Budget as presented has been approved by the Library Board and the City Council.

Library Debt Service Fund

The Library Debt Service Fund was to be created as part of the FY 2014 Budget. This fund accounts for all debt service activities associated with the Evanston Public Library. FY 2014 revenues for the Library Debt Service Fund are projected to be \$749,178 and expenditures are budgeted at \$748,178.

Homelessness Prevention and Rapid Re-Housing Program

This fund was created to provide services and direct assistance to those qualified individuals who were homeless or were at risk of becoming homeless. This program helped individuals regain stability and during the 3-year grant period 150 people in 86 households were provided homeless prevention services and 88 people in 69 households were provided re-housing services. The HPRP grant was 100% expended and closed in FY 2013. The HPRP Fund has been included in the FY 2014 Budget presentation for historical tracking purposes.

Neighborhood Stabilization Program 2 Fund

The Neighborhood Stabilization Program 2 (NSP2) was funded by the American Recovery and Reinvestment Act of 2009 to stabilize neighborhoods that have been negatively impacted by high numbers of foreclosed and vacant homes. The City's NSP2 grant of \$18.15 million must be expended by February 2014. Awarded in early 2010, the City estimates spending approximately \$458,044 in FY 2014, which represents a decrease of 88.59% in comparison to prior year. This decrease is due to anticipation of drawdown of all of the City's NSP2 funds prior to the February 2014 deadline.

Motor Fuel Tax Fund

The Motor Fuel Tax Fund is used for street maintenance, street resurfacing, and signal upgrade projects. The funds are authorized by the Illinois Department of Transportation and are appropriated as part of the City's share of the gasoline tax. Motor Fuel Tax Fund spending is budgeted at \$2,233,000 in FY 2014.

Emergency Telephone System Fund

Revenues for this fund are derived from the \$1.50 Enhanced 911 Surcharge and a share of the State of Illinois wireless surcharge. FY 2014 revenues for the fund are budgeted at \$958,600, while expenditures for 2014 total \$1,412,197.

Special Service Area (SSA) #4

This accounts for services such as promotion, advertisement, and other public services of the territory as managed by Downtown Evanston, an Illinois not-for-profit corporation. Each fall, Downtown Evanston submits a budget for approval to the City Council. However, because assessed property value was not available in final form as of the date of this document, the Special Service Area and Downtown Evanston budgets remain estimated until a final tax levy can be calculated. The FY 2014 revenues and expenditures budgeted for the SSA #4 Fund are projected to be \$370,000.

Community Development Block Grant Fund

This accounts for funds granted from the U.S. Department of Housing and Urban Development. The expenditure amount estimated for FY 2014 is \$1,738,088, a \$346,012 decrease in comparison to FY 2013. This decrease is directly related to additional funds provided by the Housing and Urban Development Department.

CDBG Loan Fund

The CDBG Loan Fund is a revolving loan fund. The purpose of the fund is to provide residential rehabilitation loans for income eligible 1- to 3-unit owner-occupied residential properties and multi-family rental properties that are occupied by income eligible households under HUD regulations. FY 2014 expenditures total is \$20,000.

Economic Development Fund

Revenues for this fund are primarily generated from locally administered hotel and amusement taxes. The City uses these funds to stimulate economic

development according to the City's strategic economic development plan. Expenditures for the Economic Development Fund are budgeted to be \$3,294,413 for FY 2014, a \$926,810 or 39.15% increase in comparison to FY 2013. This increase is primarily due to expenditures related to the Gigabit Challenge grant from the State of Illinois totaling \$1 million.

Neighborhood Improvement Fund

This fund was created to track revenues and expenses associated with development agreements in specific areas throughout the community. Revenues for this fund are created through sales tax revenue sharing and expenses are used for neighborhood improvements surrounding the originally developed commercial property. Program expenses are budgeted at \$50,000 in FY 2014, which is equivalent to the FY 2013 budget. These expenses are associated with the Main Street Commons / KAPSUM agreement.

HOME Fund

The HOME Fund is a federally-funded program designed to meet the needs of moderate to low income residents in finding affordable housing. The HOME Fund's FY 2014 budgeted expenditures are \$700,336 or \$97,064 less than FY 2013.

Affordable Housing Fund

The Fund seeks to support housing related programs as adopted by the City Council. The FY 2014 budget is \$263,990, a \$33,800 decrease in comparison to FY 2013.

Washington National TIF Debt Service Fund

Expenditures for the Washington National TIF Debt Fund are budgeted to be \$5,988,782 for FY 2014, a decrease of \$2,707,944 compared to FY 2013. The major expenses in this fund are the payment of debt service for parking facilities, capital projects, and economic development activities.

Special Service Area #5 Fund

Adopted by the City Council on June 27, 1994, Special Service Area #5 overlays the City of Evanston's downtown business district. The FY 2014 budget for this fund is \$436,605 of debt service costs, which represents a \$17,789 increase from FY 2013.

Southwest II (Howard-Hartrey) TIF Debt Service Fund

Also known as the Howard-Hartrey TIF, the district consists of a 23-acre site located at 2201 Howard Street. The FY 2014 budget for this fund is \$3,868,488 and includes \$500,000 in capital improvements and a \$2.5 million for economic development projects.

Southwest TIF Special Tax Allocation Debt Service Fund

This Tax Increment District consists of twelve acres of land bounded by Main Street, Pitner Avenue, and the North Shore Channel. Budgeted expenditures for

FY 2014 are \$777,939 which is \$168,439 above FY 2013. For FY 2014, \$29,500 is budgeted as a transfer to the General Fund, with the remaining \$748,439 is budgeted for economic development projects.

Debt Service Fund

The 2013 tax year levy, to be filed with Cook County in December 2013, has been budgeted as revenue for the FY 2014. Budgeted expenditures in this fund primarily consist of general obligation debt not paid (and therefore abated) elsewhere, such as in tax incremental financing districts and enterprise funds. The total Debt Service Fund budget for FY 2014 is \$13,933,114.

Howard-Ridge Tax Increment Finance District Fund

The City Council adopted the Howard-Ridge Tax Increment Finance (TIF) District on January 26, 2004. The TIF district is generally bounded on the north by various parcels that front Howard Street and Chicago Avenue, on the east by the City of Evanston's boundaries and the Chicago Transit Authority (CTA) Red Line, on the south by City boundaries and on the west by Ridge Avenue. The TIF district contains mixed residential uses, retail/commercial properties, and institutional uses. Expenditures budgeted for FY 2014 total \$405,500, with a significant portion of this amount budgeted for developer agreement payments.

West Evanston Tax Increment Finance District Fund

The City Council adopted the West Evanston Tax Increment Finance (TIF) District in September 2005. The West Evanston TIF district collected its first tax increment in FY 2007-08. Expenses for FY 2014 are budgeted at \$165,000 and are primarily related to economic development and capital projects.

Dempster-Dodge Tax Increment Finance District Fund

The City Council approved the creation of the Dempster-Dodge Tax Increment Financing (TIF) District on June 25, 2013. The Dempster-Dodge TIF District area is comprised of a single parcel. This parcel is a shopping center located at the southwest corner of the intersection of Dempster Street and Dodge Avenue. This fund not have any expenses budgeted for FY 2014.

Capital Improvement Fund

The Capital Improvement Fund accounts for all capital outlay expenditures not included in other funds as outlined in the Capital Improvement Plan (CIP). Expenditures in the fund are budgeted at \$18,410,016, which is an increase of \$4,834,665 in comparison to FY 2013. The increase is attributable to higher capital project activity in 2014.

Special Assessment Fund

The Special Assessment Fund's budgeted expenditures for FY 2014 total \$670,848, which represents a decrease of \$7,812 compared to FY 2013. The majority of this decrease is attributable to fewer capital improvement projects scheduled in the fund for FY 2014.

Parking Fund

All parking revenue sources, including lots, meters, and garages are combined into this fund for ease of tracking and comparison. Operations include the Sherman Plaza garage, the Maple Avenue parking structure, and the entire municipal parking system. FY 2014 budgeted expenses total \$15,894,333, an increase of \$874,350.

Water Fund

The Water Fund has budgeted FY 2014 expenses totaling \$23,989,734, which represents an increase of \$2,747,555 in comparison to FY 2013. This increase is primarily due to capital improvements scheduled in the fund, which are budgeted at \$10,170,000 in FY 2014 and include main replacements and improvements to the Water Plant.

Sewer Fund

The Sewer Fund has budgeted FY 2014 expenses totaling \$16,279,120, which represents a \$2,986,968 decrease compared to FY 2013. The Sewer Fund includes \$3,225,000 worth of capital improvements and \$9,994,260 in debt service.

Solid Waste Fund

This fund was created in FY 2012 and tracks revenues and expenses associated with the City's refuse, recycling, and yard-waste collection services. The FY 2014 budget for Solid Waste operations is projected at \$5,309,082. Staff anticipates the fund will close FY 2014 with a surplus totaling \$370,918.

Fleet Services Fund

Budgeted expenditures for FY 2014 total \$3,578,147, a \$69,082 increase in comparison to FY 2013. Fleet Services Fund is responsible for the maintenance and repair of the City's fleet; the Equipment Replacement Fund is responsible for the purchase of vehicles and equipment.

Equipment Replacement Fund

This fund is responsible for costs associated with purchases of City vehicles and equipment. Revenues for the fund are provided primarily from transfers from other funds. FY 2014 expenditures budgeted for the fund total \$2,744,000.

Insurance Fund

Budgeted expenditures for FY 2014 total \$18,067,284. In FY 2009-10, the City joined the Intergovernmental Personal Benefits Cooperative (IPBC), a group of 50 local jurisdictions that jointly purchase health insurance coverage in order to reduce overall risk to any one participant. The City self-insures a large majority of liability insurance claims in this fund, with a self-insured retention set at \$1,250,000.

Fire Pension Fund

Every Illinois municipality having a population of not less than 5,000 and not more than 500,000 must have a Fire Pension Fund as prescribed in 40 ILCS 5/4-101 of the Illinois Revised Statutes. Fire Pension Fund expenditures for FY 2014 are budgeted at \$7,718,825.

Police Pension Fund

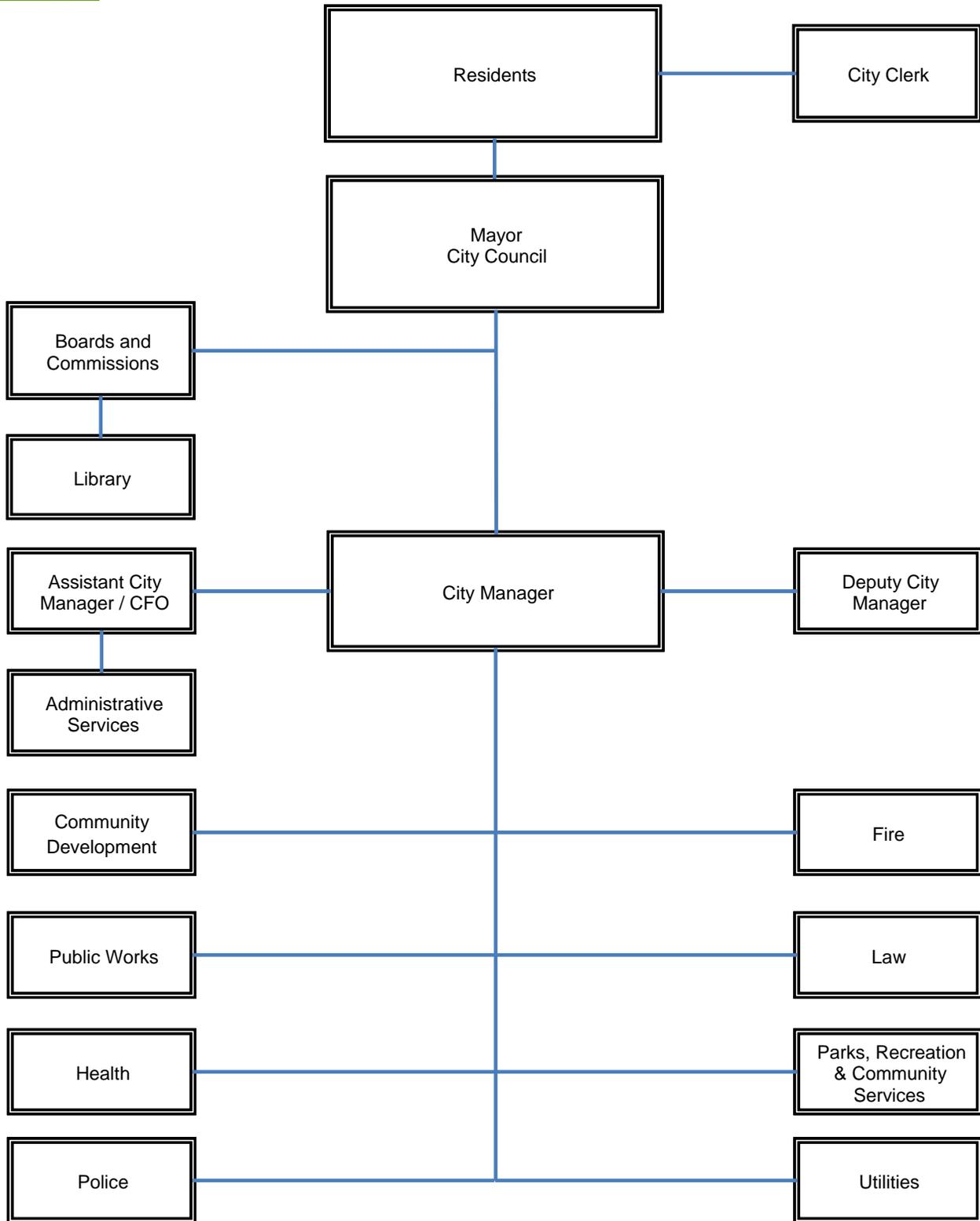
Every Illinois municipality having a population of not less than 5,000 and not more than 500,000 must have a Police Pension Fund as prescribed in 40 ILCS 5/3-101 of the Illinois Revised Statutes. The Police Pension Fund expenditures for FY 2014 are budgeted at \$10,174,500.



PART II

CHARTS & SUMMARIES

City of Evanston, Illinois Organization Chart





General Information

Evanston and its Government

The City of Evanston is a Home Rule community located in Northeastern Illinois along Lake Michigan. The City is governed by a Council-Manager form of government, which includes a Mayor and nine ward-elected Aldermen. The City provides a wide variety of services, including fire protection, law enforcement, water and sewer utilities, health and human services, recreation, public works, libraries, and community development.

The City of Evanston's eight square miles include over 33,000 housing units for an estimated 74,486 residents. Evanston also hosts a top tier institution of higher learning, Northwestern University. In addition, the City is home to several other international and national non-profit and philanthropic organizations.

By combining a high quality of life and close proximity to the City of Chicago and Lake Michigan, Evanston continues to be a highly desirable residential community. The quality of Evanston's earliest neighborhoods has been preserved and enhanced by foresight in planning and zoning. Due to cultural opportunities and flourishing commercial districts, the City of Evanston is increasingly a destination for business and pleasure alike, rather than a purely residential community.

Date of Incorporation	1863	Library Services	
Form of Government	Council – Manager	Library Facilities	3
Geographic Location	On Lake Michigan Immediately north of Chicago	Number of Books / Materials	477,645
		Number of Registered Borrowers	59,204
		Annual Circulation	1,011,064
Population (2011 Census Estimate)	74,785	Recreation Facilities	
Number of Households (2010 Census Estimate)	29,106	Number of City-maintained Parks and Playgrounds	75
Number of Housing Units (2009 Census Estimate)	33,335	Park Area in Acres	265
Equalized Assessed Valuation (2012)	\$2,514,621,552	Number of Public Swimming Beaches	5
Per Capita Income (2010 Census Estimate)	\$42,925	Municipal Parking Utility	
Municipal Services and Facilities		Number of Parking Meters	2,300
Miles of Streets	147	Number of Parking Lots	35
Miles of Alleys	76	Capacity of Parking Lots	1,919
Miles of Sewers	208	Metered Spaces	686
Number of Street Lights	5,641	Space Rentals and Free Spaces	1,233
Fire Protection		Capacity of Parking Garages	3,283
Number of Firefighters (2010)	107	Number of Parking Garages	3
Number of Stations	5	Municipal Water Utility	
Number of Fire Hydrants	1,385	Total Population Served	359,357
I.S.O. Rating	Class 3	Northwest Water Commission	221,597
Police Protection		Evanston	77,857
Number of Sworn Officers (2010)	160	Skokie	63,400
Number of School Crossing Guards	49	Miles of Water Mains	157.5
Number of Parking Enforcement Officers	11	Filtration Plant Rated Daily Capacity (gallons)	108,000,000
		Rated Daily Pumping Capacity (gallons)	147,000,000
		Average Daily Pumpage (gallons)	40,300,000

**City of Evanston
City Council Budget Calendar
Fiscal Year 2014**

DATE	TIME	ACTIVITY
Monday, August 12, 2013	7PM*	Presentation of FY 2014 Budget Calendar Mid-Year 2013 Budget Review
Monday, September 16, 2013	7PM	Human Services Committee Township, Harley Clark Mansion, and Downtown Evanston Arts Center
Wednesday September 18, 2013	7PM	Citizen Budget Input Session
Monday September 30, 2013	6:15 PM	City Council Goal Setting
Friday, October 11, 2013	5PM	Proposed Budget to City Council
Monday, October 21, 2013	7PM*	City Council Budget Discussion
Saturday, October 26, 2013	9AM*	City Council Capital Tour
Tuesday, November 5, 2013	6:15 PM	City Council Goal Setting
Monday, November 11, 2013	7PM*	Public Hearing - Truth in Taxation Public Hearing - FY 2014 Proposed Budget Preliminary Tax Levy Estimate
Monday, November 18, 2013	7PM	City Council Budget Discussion
Monday, November 25, 2013	7PM*	Budget Adoption
Monday, December 9, 2013	7PM*	Tax Levy Adoption & Tax Levy Abatement

Rosh Hashanah is September 4th through 6th. Yom Kippur is September 13th and 14th.
Columbus Day is October 14th. Thanksgiving is November 28th.

* Meeting Times are Approximate

City of Evanston

Budgetary Process

Summary of Proceedings:

The City's fiscal year begins on January 1. The City Manager submits to the City Council a proposed operating budget in October for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing those expenditures. The City Council holds public hearings and then may modify the budget prior to adoption.

The City Manager is authorized to transfer budgeted amounts between departments and within any fund (such as the General Fund); however, any revisions that alter the total expenditures of any fund must be approved by the City Council.

Preparation and Adoption:

Budgets are legally adopted on a basis consistent with generally accepted accounting principles (GAAP) except that property taxes are budgeted as revenue in the year for which they are levied. Property taxes are budgeted utilizing a cash basis of accounting whereas budgeted property tax revenue will be what the City actually anticipates receiving for any given budget year. The budgets of the governmental type funds are prepared on a modified accrual basis. Debt service payments and a number of specific accrued liabilities are only recognized as expenditures when payment is due, and revenue is recognized only when it has actually been received.

Related Legislation:

The Evanston City Council has adopted three primary pieces of legislation which govern the budget process:

Resolution 67-R-79 establishes a Budget Policy for the City of Evanston. This policy provides guidelines for determining the amount of property tax to be levied, the funding for the Police and Fire Pension Funds, and the re-appropriation of fund balance.

Ordinance 57-0-79 provides for the adoption of the annual budget. This ordinance establishes the annual budget shall be adopted by the City Council before the beginning of the fiscal year to which it applies.

Compilation of the Proposed Budget - Each year the City Manager shall prepare and submit a proposed budget to the City Council to allow for ample time for discussion and decision-making. The proposed budget shall contain estimates of revenues available to the City for the fiscal year along with recommended expenditures for the departments, boards and commissions. The City Manager is required to submit a balanced budget to Council in which revenues equal expenditures

Revision of Annual Budget - Following City Council adoption of the budget, the City Council, by a vote of two-thirds of its members, shall have the authority to revise the budget by transferring monies from one fund to another or adding to any fund. No revision of the annual budget shall increase the budget in the event monies are not available to do so.

Public Hearing, Notice and Inspection of Budget - The City Council will hold a public hearing on the annual budget prior to final action by the City Council. Notice of this hearing shall be published in a local newspaper at least ten days prior to the public hearing. Copies of the proposed budget will be available for public inspection in printed form in the office of the City Clerk for at least ten days prior to the hearing.

Resolution 6-PR-78 establishes a policy concerning municipal budget procedures. The primary components of this resolution include the following:

In advance of the submission of the City Manager's proposed budget to the City Council, the Administration and Public Works Committee shall publicize and conduct a public hearing to receive input from citizens concerning municipal appropriations for the coming year.

Sufficient copies of the proposed budget shall be placed on file with the City Clerk, the Public Library, and will be available for public inspection at these locations.

City of Evanston

Budgetary Process

The City Council budget meeting agendas will be available to the public prior to the initial special meeting of the City Council on the proposed budget.

Each special meeting of the City Council on the proposed budget shall designate a period of time for citizen testimony concerning budget matters discussed during that special meeting. The length of such time shall be determined by the chairman prior to the budget meeting process.

Financial Control Procedures:

The City reports financial results based on generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB). The accounts of the City are divided into separate self-balancing funds comprised of its assets, liabilities, fund equity, revenues and expenditures, as appropriate.

The City's expenditures are monitored on a regular basis by the Administrative Services Department. Disbursements are made only if the expenditure is within the authorized appropriation. For all major expenditures, purchase orders are prepared, approved and the related appropriation is encumbered before a check is issued.

City of Evanston

Budgetary Basis of Accounting

The City was incorporated in 1863. The City operates under a Council-Manager form of government, is a home rule municipality as defined by Illinois state law and provides the following services as authorized by its charter: general management and support, public safety, public works, health and human resource development, library, recreational and cultural opportunities, and housing and economic development.

The City uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain City functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types."

Governmental funds are used to account for all or most of the City's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The general fund is used to account for all activities of the City not accounted for in some other fund.

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following fiscal year. The operating budget includes proposed expenditures and the means of financing them.
2. Public budget hearings are conducted. Taxpayer comments are received and noted.
3. The City Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the City Council.
4. Budgets are legally adopted on a basis consistent with generally accepted accounting principles (GAAP). It should be noted that property taxes are budgeted on a cash basis. For purposes of preparing the combined statement of revenues, expenditure and changes in fund balances - budget and actual, GAAP revenues and expenditures have been adjusted to the budgetary basis.

The level of control (level at which expenditures may not exceed budget) is at the fund level. All unencumbered annual appropriations are lapsed at the fiscal year-end.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded, reserve a portion of a budgeted account so that amount is not spent elsewhere. For non-enterprise funds, encumbrances are usually not counted as expenditures until the actual disbursement has been made.

The financial information of general governmental type funds (for example, the general fund itself and MFT funds) is prepared on a modified accrual basis. Briefly, this means that revenues are usually recorded when they become available and are measurable while expenditures are recorded when the liability has been incurred.

The enterprise funds (Water, Sewer, Solid Waste, and Parking), on the other hand, are often reported on a full accrual basis. Not only are expenses recognized when a commitment is made (through a purchase order) but revenues are also recognized when they are obligated to the City (for example, water user fees are recognized as revenue when bills are produced).

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP) and a budget basis for comparison purposes.

City of Evanston

Budget Policy (Revised May 24, 2004)

In ongoing efforts toward formally addressing long-term budgeting provisions, the City of Evanston has endorsed a Budget Policy. The City Council initially adopted this Budget Policy in December 2000. This policy is revised as follows:

I. Budget Process

A. Preliminary Public Hearing

In September of each year prior to submission of the City Manager's proposed budget to the City Council, the Administration and Public Works Committee shall publicize and conduct a public hearing to receive input from citizens concerning municipal appropriations for the coming fiscal year.

B. Mid- year Budget Workshop

Each September the Administration and Public Works Committee shall schedule and hold a mid-year budget workshop. The workshop shall review but not be limited to:

- A revenue and expenditure report for the current fiscal year
- Structural or legislative issues affecting the current or future fiscal year
- Revenue and expenditure forecast for the upcoming fiscal year
- Other issues of policy or indicators that will affect the upcoming fiscal year budget

All members of the City Council shall be invited to participate in the Budget Workshop.

C. Quarterly Financial Update

Following the end of each financial quarter, the City Manager shall present a report summarizing budgeted vs. actual revenues and expenditures.

D. Review of the Comprehensive Annual Financial Report

The Administration and Public Works Committee shall review the Comprehensive Annual Financial Report. This review shall take place at the earliest meeting date following publication.

E. Copies of the Proposed and Final Budget

Sufficient copies of the proposed and final budget shall be placed on file in printed form with the City Clerk, the Public Library, all library branches, and will be available for public inspection at these locations. An electronic version of the proposed and final budget shall be posted on the City of Evanston Website. The City of Evanston may offer for sale a printed and electronic copy of the proposed and final budget for a fee not to exceed the cost of preparation, printing, and distribution of the budget.

F. Submission of the Proposed Budget

The City Manager will submit a balanced budget to the City Council by October 31.

City of Evanston

Budget Policy (Revised May 24, 2004)

II. Fund Policies

A. General Fund

The General Fund budget will be balanced with property tax, only after all other revenue sources and expenditure reductions have been exhausted. In addition, all new unfunded mandates must be itemized within the budget. One-time revenues shall not be used to fund current operations.

B. Parking System Fund

This is an enterprise fund and as such is expected to be self-sufficient. Any revenues generated, especially from sales, should be retained to maintain the fund. Fees should be periodically increased sufficiently to fund operating costs, depreciation, and a reserve. The General Fund will continue to be properly compensated for administrative expenses, which support parking system activities.

C. Water Fund

This is an enterprise fund and as such is expected to be self-sufficient. Rates should be maintained at sufficient levels to meet the costs of water programs, fund depreciation, and build reserves for future capital needs. Rate increases to the Northwest Water Commission and the Village of Skokie will conform to the current contractual agreements. Water rates for City of Evanston consumers will be reviewed on an annual basis. The Return on Investment (ROI) transfer to the General Fund shall be reviewed on an annual basis. Other transfers for reimbursement of administrative expenses should reflect true program costs.

D. Fire and Police Pension Funds

The Fire and Police Pension portion of the general levy will be increased to meet the annual actuarially determined funding requirements.

E. Emergency Telephone System Fund

This fund must be maintained at a level adequate to provide for maintenance of current operations, the capability to respond to unforeseen events, funding of long-term capital improvements, and needed upgrades. The fund shall be entirely supported by revenues received from the imposed surcharge of \$1.50 for landline network connections and the \$.75 State of Illinois imposed wireless surcharge. Although none is anticipated, any increase in rates would require a referendum.

F. Motor Fuel Tax Fund

The expenditures intended for Motor Fuel Tax Revenues must not exceed the amount of funds available from the State of Illinois Motor Fuel Tax Fund. These revenues should be used only for street improvement and repair, as allowed by State of Illinois law.

G. Insurance Fund

The Insurance Fund must be maintained to meet the City's current insurance liability requirements. Requirements include current budget year obligations and building a reserve over seven years to prepare for anticipated claims and losses. The City Manager shall be required to present an annual report itemizing all of the City's current and long-term claims and liabilities. Each year City Staff will review worker compensation, liability, and property insurance policies to determine if coverage meets current financial and operational needs. The City Manager each year will recommend to the City

City of Evanston

Budget Policy (Revised May 24, 2004)

Council insurance policy coverage and limits and include the necessary funds in the operating budget.

H. Fleet Services Fund

The City of Evanston shall maintain vehicles and equipment, which are safe and adequate for the demands of the operating departments. General obligation debt shall not be used for Fleet Services purchases of vehicles. Vehicle purchases from Fleet Services will be supported by fully funding depreciation.

I. Debt Service Fund

General Obligation Debt of the City means debt (viz., bonds) for which an unlimited real property tax levy is made or pledged for payment. General Obligation Debt shall be allocated into two categories. Self-Supporting General Obligation Debt shall mean General Obligation Debt which, at the time of issuance, is expected and intended by the Treasurer to be payable out of a source of funds other than the City's general real property tax levy, thus permitting the abatement and avoidance of the property tax levy to pay such bonds; examples of Self-Supporting General Obligation Debt include (without limitation) bonds payable from the Water Fund or the Sewer Fund, bonds payable from special assessments, bonds payable from tax increment financing areas, and bonds payable from Motor Fuel Taxes. Tax-Supported General Obligation Debt shall mean all other General Obligation Debt, which is expected and intended to be paid from a general real property tax levy. General Obligation Debt shall not include any obligation of the City not denominated a bond, including, without limitation, short term notes or warrants or other obligations which the City may issue from time to time for various purposes and to come due within three (3) years of issuance. General Obligation Debt does not include bonds which have been refunded or defeased and which, as a consequence of same, are provided for from a dedicated source of funds or investments. Self-Supporting General Obligation Debt shall not be limited by this Budget Policy. Tax-Supported General Obligation Debt shall not exceed \$113,000,000 in aggregate principal amount, which limit is expressly subject to increase from time to time by action of the City Council as the needs of the City may grow. General Obligation Debt issued as so-called zero coupon bonds or capital appreciation bonds shall be counted as debt in the original principal amount issued. The Treasurer shall at all times keep a book or record of all General Obligation Debt and its proper allocation. The Treasurer's statements as to the allocation of General Obligation Debt into these two categories shall be conclusive. Notwithstanding this statement of policy, all bonds or other obligations by whatever name designated of the City duly authorized to be issued by the City Council shall be valid and legally binding as against the City, and there shall be no defense of the City as against any bondholder or other obligation holder on the basis of this policy.

J. Economic Development Fund

Expenditures for the Economic Development Fund should not exceed projected Hotel Tax Revenues.

K. Sewer Fund

This is an enterprise fund and as such is expected to be self-sufficient. As a result, rates should be scheduled to increase to meet costs of sewer programs. Transfers to other funds for administrative expenses should be maintained to reflect true program costs.

L. Expenditure Analysis

Budget Policy
(Revised May 24, 2004)

City Council shall review all significant operational, economic, program, and expenditure proposals in regard to the short term and long-term budgetary and economic impact. The appropriate City Department and staff shall provide the budget analysis for the review and consideration by the City Council.

III. Fund Reserve Policy

The Fund Reserve Policy is as follows:

A. General Fund

A minimum of 8.3% or one month of operating expenses shall be maintained as a reserve. Any monies over a 10% reserve in this fund shall be re-appropriated to other funds that have not met their reserve requirements. Once all funds have met their fund requirements additional funds shall go to the Capital Improvement Program. A minimum of a 5% reserve is required, per bond agreements.

B. Parking System Fund

A minimum of 10% expenses shall be maintained as a reserve; in addition a sufficient reserve shall be maintained to meet bond requirements. A portion of the fund reserve shall be used to fund depreciation and capital improvement needs. A minimum of 5% is required, per bond requirements.

C. Water Fund

A minimum of 10% expenses shall be maintained as a reserve; in addition a sufficient reserve shall be maintained to meet bond requirements. A portion of the fund reserve shall be used to fund depreciation and capital improvement needs. A minimum of a 5% reserve is required, per bond agreements.

D. Sewer Fund

A minimum of 10% expenses shall be maintained as a reserve, a sufficient reserve shall be maintained to satisfy both bond requirements and Illinois Environmental Protection Agency (IEPA) loan requirements. (A minimum of a 5% reserve is required, per bond agreements) A portion of this fund reserve shall be used to fund depreciation and capital improvement needs.

City of Evanston

Fund Descriptions

GENERAL FUND

General Fund - to account for all activity traditionally associated with government operations which are not required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

City Funds

Library Fund – to account for the Evanston Public Library. The Evanston Public Library promotes the development of independent, self-confident, and literate citizens through the provision of open access to cultural, intellectual, and informational resources for all ages.

Library Debt Fund – to account for principal and interest payments on debt proceeds issued and allocated to the Evanston Public Library.

Homelessness Prevention and Rapid Re-Housing Program – to account for the HPRP which is financed by the United States Department of Housing and Urban Development. Expenditures are made in accordance with federal law.

Neighborhood Stabilization Program 2 – to account for the NSP2 program. Financing is provided by the United States Department of Housing and Urban Development. Expenditures are made in accordance with federal law.

Motor Fuel Tax Fund - to account for the operation of street maintenance programs and capital projects as authorized per the Illinois Department of Transportation. Financing is provided from a State of Illinois municipal allotment of gasoline tax revenue.

Emergency Telephone System Fund - to account for revenues and expenditures for 911 emergency telephone service. Financing is provided by landline and wireless phone surcharges.

Special Service District No. 4 Fund - to account for promotion, advertisement, and street maintenance costs of the area located in the City's central business district. Financing is provided by the City through an annual special service area property tax levy.

Community Development Block Grant Fund - to account for the revenues and expenditures of the Federal Community Development Block Grant program. Financing is provided by the Federal government on a reimbursement basis in accordance with Federal formula. Expenditures are made in accordance with Federal law requirements.

Community Development Loan Fund - to account for residential rehabilitation loans to residents.

Economic Development Fund - to account for costs associated with economic development activities of the City. Financing is primarily provided by hotel and amusement tax revenues.

Neighborhood Improvement Fund - to account for a portion of sales tax revenues derived from retail sales at the Home Depot store in Evanston. Sales tax revenues allocated to this fund are to be expended on public projects that will benefit the immediate neighborhood nearby the store.

HOME Fund – to account for the Home program. Financing is provided by the federal government and used to create affordable housing to low-income households. Expenditures are made in accordance with the requirements of federal law.

City of Evanston

Fund Descriptions

Affordable Housing Fund - to account for costs associated with affordable housing programs for low and moderate income City of Evanston residents.

DEBT SERVICE FUNDS

Debt Service Fund - to account for non-abated, general obligation payments on the principal and interest related to bonds and/or other City debt.

Special Service Area No. 5 Fund - to account for principal and interest payments on debt issued for this special taxing district.

Southwest Tax Increment District Fund - to account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

Howard-Hartrey Tax Increment District Fund - to account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

Washington National Tax Increment District Fund - to account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

Howard-Ridge Tax Increment District Fund - to account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

West Evanston Tax Increment District Fund - to account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

Dempster-Dodge Tax Increment District Fund – to account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

CAPITAL PROJECTS FUNDS

Capital Improvement Fund - to account for capital projects not funded through special revenue, tax increment financing, or enterprise funds. Capital projects include, but are not limited to: long term improvements to public buildings, the paving of city streets, and the improvement and development of recreation facilities. Financing is provided primarily by grants and general obligation bond proceeds.

Special Assessment Fund - to account for capital improvements (primarily alley paving) financed by both special assessments on property owners and City contributions.

ENTERPRISE FUNDS

Water Fund - to account for all activity related to providing water to Evanston residents, as well as the Village of Skokie and the Northwest Water Commission. All activities necessary to provide such services are accounted for in this fund, including, but not limited to: administration, operation, maintenance, debt service, and billing/collection.

Sewer Fund - to account for all activity related to providing sewer service to City residents and businesses. Activities necessary to provide such service include, but are not limited to: administration, operations, financing, capital improvements/maintenance, and billing/collection.

City of Evanston

Fund Descriptions

Parking Fund- to account for all City-owned parking facilities/garages, lots, and metered spaces. Maple Avenue and Sherman Plaza Garage activities have been included in this Fund beginning in FY09-10. All activities are accounted for, including administration, operations, financing, and revenue collection.

Solid Waste Fund – to account for all activity related to refuse, recycling, and yard waste collection and disposal. Activities necessary to provide such service include, but are not limited to: administration, operations and revenue collection.

INTERNAL SERVICE FUNDS

Fleet Services Fund – to account for the cost of operating the municipal service center maintenance facility for transportation vehicles/equipment used by City departments. Such costs are billed to the user departments.

Equipment Replacement Fund – to account for the costs associated with the purchase of vehicles and equipment.

Insurance Fund - to account for all costs related to general liability and workers' compensation claims. Beginning with FY10-11, health insurance premiums are also accounted for in this Fund. This internal service fund uses "funding premium" payments from City operating funds to pay claim and premium costs incurred.

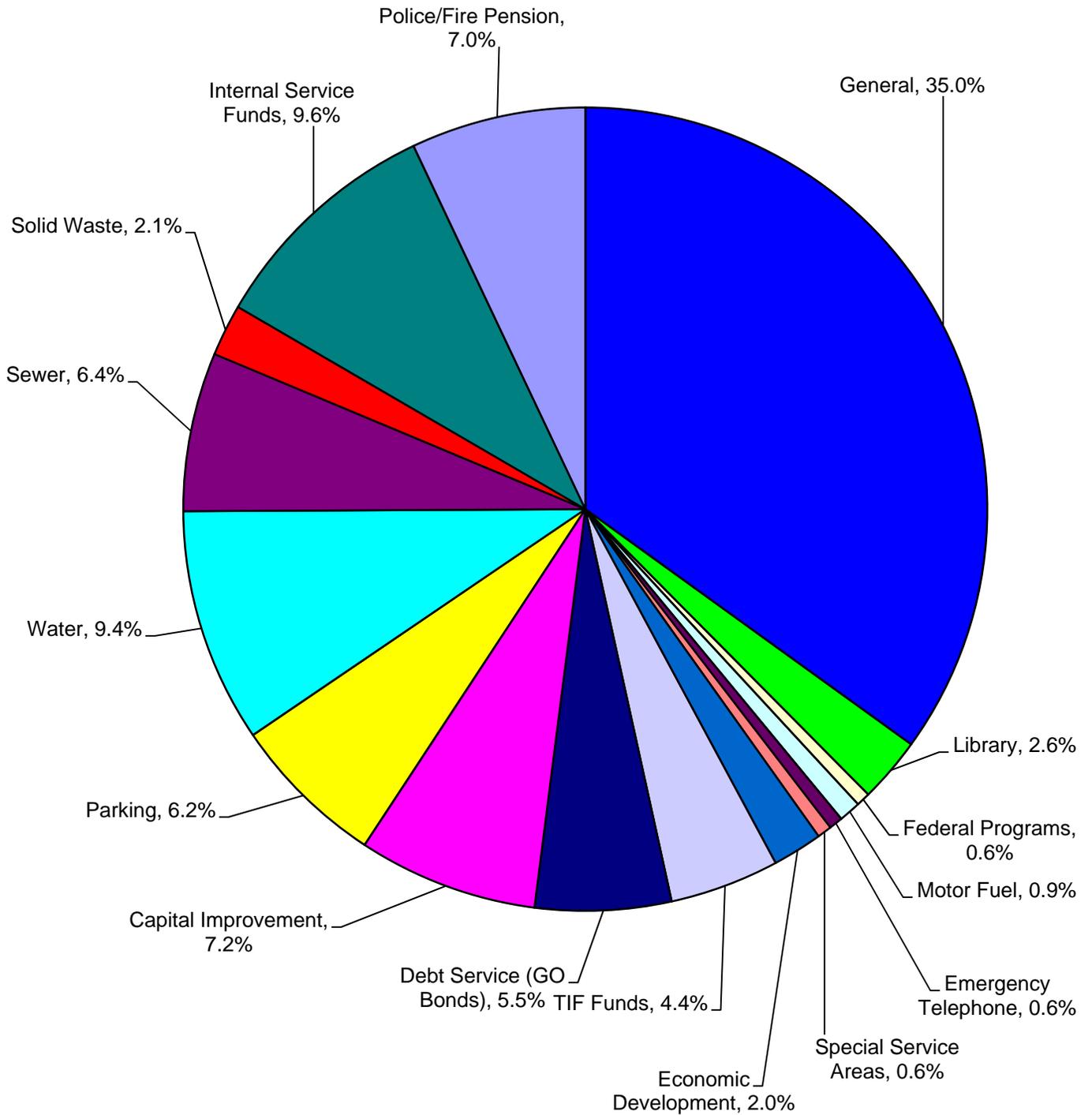
TRUST AND AGENCY FUNDS

Pension Trust Funds

Fire Pension Fund - to account for the accumulation of resources to pay pension costs. Resources are contributed by sworn fire members at a fixed rate as mandated by state statute and by the City through an annual property tax levy as determined by an independent actuary.

Police Pension Fund - to account for the accumulation of resources to pay pension costs. Resources are contributed by sworn police members at a fixed rate as mandated by state statute and by the City through an annual property tax levy as determined by an independent actuary.

**FY 2014 Proposed Budget
Summary - All Funds (prior to interfund transfers)
All Funds = \$254,627,610**



**Total Budgeted Expenditures- All Funds
FY13 vs. FY14
(Prior to Interfund Transfers)**

In this summary, the total budgets for all funds are compared with the approved fund totals for FY13.
All budget totals in this summary are gross figures prior to eliminating interfund transfers.

Fund	Fund #	FY12 Actual Expenditures*	FY13 Budgeted Expenditures	FY13 Estimated Expenditures	FY14 Adopted Expenditures	Net Change	Percent Change
General	100	\$ 83,610,308	\$ 84,520,422	\$ 83,027,723	\$ 89,015,073	\$ 4,494,651	5.3%
Library	185	\$ 4,697,368	\$ 5,080,920	\$ 5,003,329	\$ 5,912,974	\$ 832,054	16.4%
Library - Debt Service	186	\$ -	\$ -	\$ -	\$ 748,178	\$ 748,178	N/A
HPRP	190	\$ 83,648	\$ -	\$ -	\$ -	\$ -	N/A
Neighborhood Stabilization	195	\$ 8,438,092	\$ 4,011,917	\$ 3,884,996	\$ 458,044	\$ (3,553,873)	-88.6%
Motor Fuel	200	\$ 2,018,442	\$ 2,233,000	\$ 2,233,000	\$ 2,233,000	\$ -	0.0%
Emergency Telephone	205	\$ 1,051,719	\$ 1,247,280	\$ 1,082,924	\$ 1,412,197	\$ 164,917	13.2%
Special Service Area # 4	210	\$ 398,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ -	0.0%
CDBG	215	\$ 1,931,405	\$ 2,084,100	\$ 1,783,743	\$ 1,738,088	\$ (346,012)	-16.6%
CDBG Loan	220	\$ 11,126	\$ 20,000	\$ 61,880	\$ 20,000	\$ -	0.0%
Economic Development	225	\$ 1,918,042	\$ 2,367,603	\$ 2,370,800	\$ 3,294,413	\$ 926,810	39.1%
Neighborhood Improvement	235	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	0.0%
HOME	240	\$ 104,757	\$ 797,400	\$ 725,090	\$ 700,336	\$ (97,064)	-12.2%
Affordable Housing Fund	250	\$ 84,740	\$ 297,790	\$ 90,190	\$ 263,990	\$ (33,800)	-11.4%
Washington National TIF	300	\$ 5,515,335	\$ 8,696,726	\$ 7,099,726	\$ 5,988,782	\$ (2,707,944)	-31.1%
Special Service Area # 5	305	\$ 423,231	\$ 418,816	\$ 418,816	\$ 436,605	\$ 17,789	4.2%
Southwest II TIF	310	\$ 1,882,296	\$ 3,765,011	\$ 2,015,011	\$ 3,868,488	\$ 103,477	2.7%
Southwest TIF	315	\$ 29,590	\$ 609,500	\$ 498,500	\$ 777,939	\$ 168,439	27.6%
Debt Service	320	\$ 16,685,271	\$ 13,824,528	\$ 13,896,528	\$ 13,933,114	\$ 108,586	0.8%
Howard-Ridge TIF	330	\$ 861,533	\$ 1,578,900	\$ 168,900	\$ 405,500	\$ (1,173,400)	-74.3%
West Evanston TIF	335	\$ 1,250,031	\$ 3,635,000	\$ 177,500	\$ 165,000	\$ (3,470,000)	-95.5%
Dempster-Dodge TIF	340	\$ -	\$ 650,000	\$ -	\$ -	\$ (650,000)	-100.0%
Capital Improvement	415	\$ 8,327,534	\$ 13,575,351	\$ 8,444,443	\$ 18,410,016	\$ 4,834,665	35.6%
Special Assessment	420	\$ 1,338,053	\$ 678,660	\$ 817,660	\$ 670,848	\$ (7,812)	-1.2%
Parking	505	\$ 8,941,601	\$ 17,219,983	\$ 13,607,139	\$ 15,894,333	\$ (1,325,650)	-7.7%
Water	510	\$ 13,527,964	\$ 21,242,179	\$ 18,260,686	\$ 23,989,734	\$ 2,747,555	12.9%
Sewer	515	\$ 8,071,726	\$ 19,266,088	\$ 18,707,552	\$ 16,279,120	\$ (2,986,968)	-15.5%
Solid Waste	520	\$ 4,611,737	\$ 5,264,222	\$ 4,758,994	\$ 5,309,082	\$ 44,860	0.9%
Fleet	600	\$ 11,194,146	\$ 3,509,065	\$ 3,278,693	\$ 3,578,147	\$ 69,082	2.0%
Equipment Replacement	601	\$ 1,475,260	\$ 2,450,000	\$ 1,783,733	\$ 2,744,000	\$ 294,000	12.0%
Insurance	605	\$ 17,436,316	\$ 17,424,026	\$ 17,024,840	\$ 18,067,284	\$ 643,258	3.7%
Fire Pension	700	\$ 7,276,704	\$ 7,560,000	\$ 7,405,000	\$ 7,718,825	\$ 158,825	2.1%
Police Pension	705	\$ 9,015,234	\$ 9,486,769	\$ 9,579,600	\$ 10,174,500	\$ 687,731	7.2%
Total All Funds		222,211,209	253,935,256	228,576,996	254,627,610	692,354	0.3%

Total Budgeted Expenditures - Adjusted for Interfund Transfers

This chart presents the gross total for each fund, less interfund transfers. The results are net expenditures for each fund and for the FY14 City Budget. The total for each fund is compared with that of the approved FY13 budget.

Fund	Fund #	FY13 Net Budget	FY14 Adopted Expenditures	Less Transfers to Other Funds	FY14 Adopted Net Expenditures	Net Change	Percent Change
General	100	68,339,564	89,015,073	(18,077,595)	70,937,478	2,597,914	3.8%
Library	185	4,680,274	5,912,974	(694,743)	5,218,231	537,957	11.5%
Library - Debt	187	-	748,178	-	748,178	748,178	N/A
HPRP	190	-	-	-	-	-	N/A
Neighborhood Stabilization	195	3,846,622	458,044	(40,909)	417,135	(3,429,487)	-89.2%
Motor Fuel	200	1,400,000	2,233,000	(833,000)	1,400,000	-	0.0%
Emergency Telephone	205	1,011,122	1,412,197	(226,430)	1,185,767	174,645	17.3%
Special Service Area # 4	210	370,000	370,000	-	370,000	-	0.0%
CDBG	215	1,269,860	1,738,088	(623,004)	1,115,084	(154,776)	-12.2%
CDBG Loan	220	20,000	20,000	-	20,000	-	0.0%
Economic Development	225	1,833,709	3,294,413	(533,524)	2,760,889	927,180	50.6%
Neighborhood Improvement	235	50,000	50,000	-	50,000	-	0.0%
HOME	240	769,000	700,336	(25,235)	675,101	(93,899)	-12.2%
Affordable Housing Fund	250	273,800	263,990	(13,990)	250,000	(23,800)	-8.7%
Washington National TIF	300	4,734,376	5,988,782	(3,256,296)	2,732,486	(2,001,890)	-42.3%
Special Service Area # 5	305	418,816	436,605	-	436,605	17,789	4.2%
Southwest II TIF	310	3,620,611	3,868,488	(144,400)	3,724,088	103,477	2.9%
Southwest TIF	315	580,000	777,939	(29,500)	748,439	168,439	29.0%
Debt Service	320	13,824,528	13,933,114	-	13,933,114	108,586	0.8%
Howard-Ridge TIF	330	1,410,000	405,500	(105,500)	300,000	(1,110,000)	-78.7%
West Evanston TIF	335	3,575,000	165,000	(60,000)	105,000	(3,470,000)	-97.1%
Dempster-Dodge TIF	340	650,000	-	-	-	(650,000)	-100.0%
Capital Improvement	415	13,100,351	18,410,016	(475,000)	17,935,016	4,834,665	36.9%
Special Assessment	420	361,000	670,848	(169,848)	501,000	140,000	38.8%
Parking	505	16,033,514	15,894,333	(1,412,207)	14,482,126	(1,551,388)	-9.7%
Water	510	16,698,244	23,989,734	(4,577,029)	19,412,705	2,714,461	16.3%
Sewer	515	18,317,931	16,279,120	(983,263)	15,295,857	(3,022,074)	-16.5%
Solid Waste	520	4,674,800	5,309,082	(582,048)	4,727,034	52,234	1.1%
Fleet	600	3,301,597	3,578,147	(227,354)	3,350,793	49,196	1.5%
Equipment Replacement	601	2,450,000	2,744,000	-	2,744,000	294,000	12.0%
Insurance	605	17,415,701	18,067,284	(8,627)	18,058,657	642,956	3.7%
Fire Pension	700	7,560,000	7,718,825	-	7,718,825	158,825	2.1%
Police Pension	705	9,486,769	10,174,500	-	10,174,500	687,731	7.2%
Total All Funds		222,077,189	254,627,610	(33,099,502)	221,528,108	(549,081)	-0.2%

**City of Evanston
Budgeted Interfund Transfers
Fiscal Year 2014**

		<u>Budget</u>			<u>Budget</u>
<u>Fund</u>		<u>Transfers To</u>		<u>Fund</u>	<u>Transfers From</u>
Revenue To	General	210,000	Expense From	Library	(210,000)
Revenue To	General	30,000	Expense From	NSP2	(30,000)
Revenue To	General	833,000	Expense From	Motor Fuel	(833,000)
Revenue To	General	125,950	Expense From	E911	(125,950)
Revenue To	General	571,000	Expense From	CDBG	(571,000)
Revenue To	General	452,707	Expense From	Economic Dev	(452,707)
Revenue To	General	22,500	Expense From	Home	(22,500)
Revenue To	General	13,990	Expense From	Affordable Housing	(13,990)
Revenue To	General	331,000	Expense From	Washington National TIF	(331,000)
Revenue To	General	144,400	Expense From	Howard Hartrey TIF	(144,400)
Revenue To	General	29,500	Expense From	Southwest TIF	(29,500)
Revenue To	General	60,000	Expense From	Howard Ridge TIF	(60,000)
Revenue To	General	60,000	Expense From	West Evanston TIF	(60,000)
Revenue To	General	475,000	Expense From	Capital Improvement	(475,000)
Revenue To	General	869,242	Expense From	Parking	(869,242)
Revenue To	General	3,369,559	Expense From	Water	(3,369,559)
Revenue To	General	<u>145,044</u>	Expense From	Sewer	<u>(145,044)</u>
	Subtotal	7,742,892		Subtotal	(7,742,892)
Revenue To	Economic Development	45,500	Expense From	Howard Ridge TIF	(45,500)
	Subtotal	45,500		Subtotal	(45,500)
Revenue To	Debt Service	1,279,306	Expense From	General	(1,279,306)
Revenue To	Debt Service	74,597	Expense From	Library	(74,597)
Revenue To	Debt Service	4,046	Expense From	NSP2	(4,046)
Revenue To	Debt Service	11,622	Expense From	E911	(11,622)
Revenue To	Debt Service	3,035	Expense From	CDBG	(3,035)
Revenue To	Debt Service	14,271	Expense From	Economic Development	(14,271)
Revenue To	Debt Service	169,848	Expense From	Special Assessment	(169,848)
Revenue To	Debt Service	207,284	Expense From	Sewer Fund	(207,284)
Revenue To	Debt Service	24,927	Expense From	Fleet	(24,927)
Revenue To	Debt Service	<u>8,627</u>	Expense From	Insurance	<u>(8,627)</u>
	Subtotal	1,797,563		Subtotal	(1,797,563)
Revenue To	Capital Improvement Fund	936,500	Expense From	General Fund	(936,500)
	Subtotal	936,500		Subtotal	(936,500)
Revenue To	Parking	2,925,296	Expense From	Washington National TIF	(2,925,296)
	Subtotal	2,925,296		Subtotal	(2,925,296)
Revenue To	Solid Waste	1,055,967	Expense From	General	(1,055,967)
	Subtotal	1,055,967		Subtotal	(1,055,967)
Revenue To	Fleet	2,507,358	Expense From	General	(2,507,358)
Revenue To	Fleet	2,381	Expense From	Library	(2,381)
Revenue To	Fleet	21,992	Expense From	Parking	(21,992)
Revenue To	Fleet	122,751	Expense From	Water	(122,751)
Revenue To	Fleet	177,729	Expense From	Sewer	(177,729)
Revenue To	Fleet	<u>298,071</u>	Expense From	Solid Waste	<u>(298,071)</u>
	Subtotal	3,130,282		Subtotal	(3,130,282)
Revenue To	Equipment Repl.	1,242,590	Expense From	General	(1,242,590)
Revenue To	Equipment Repl.	1,700	Expense From	Library	(1,700)
Revenue To	Equipment Repl.	30,000	Expense From	Parking	(30,000)
Revenue To	Equipment Repl.	<u>177,131</u>	Expense From	Solid Waste	<u>(177,131)</u>
	Subtotal	1,451,421		Subtotal	(1,451,421)
Revenue To	Insurance	11,055,874	Expense From	General	(11,055,874)
Revenue To	Insurance	406,065	Expense From	Library	(406,065)
Revenue To	Insurance	6,863	Expense From	NSP2	(6,863)
Revenue To	Insurance	88,858	Expense From	E911	(88,858)
Revenue To	Insurance	48,969	Expense From	CDBG	(48,969)
Revenue To	Insurance	66,546	Expense From	Economic Dev	(66,546)
Revenue To	Insurance	2,735	Expense From	HOME	(2,735)
Revenue To	Insurance	490,973	Expense From	Parking	(490,973)
Revenue To	Insurance	1,084,719	Expense From	Water	(1,084,719)
Revenue To	Insurance	453,206	Expense From	Sewer	(453,206)
Revenue To	Insurance	106,846	Expense From	Solid Waste	(106,846)
Revenue To	Insurance	<u>202,427</u>	Expense From	Fleet	<u>(202,427)</u>
	Subtotal	14,014,081		Subtotal	(14,014,081)
Total		<u>33,099,502</u>	Total		<u>(33,099,502)</u>

**City of Evanston
Fund Balance Summary
FY 2014**

Fund Name	Fund #	12/31/13 Estimated Fund Balance*	FY14 Adopted Revenues (Excluding Applied F.B.)	FY14 Adopted Expenditures	FY14 Adopted Surplus (Deficit)	12/31/14 Estimated Unreserved Fund Balance	Fund Balance as a % of Expenditures	Fund Balance Reserve Policy
General Fund	100	17,101,383	89,185,298	89,015,073	170,225	17,271,608	19%	8.3%
Library	185	1,208,631	5,912,974	5,912,974	-	1,208,631	20%	N/A
Library - Debt Service	187	-	749,178	748,178	1,000	1,000	0%	N/A
HPRP	190	-	-	-	-	-	N/A	N/A
Neighborhood Stabilization	195	-	458,044	458,044	-	-	0%	N/A
Motor Fuel Tax Fund	200	566,868	1,750,500	2,233,000	(482,500)	84,368	4%	N/A
Emergency Telephone Fund	205	1,142,883	958,600	1,412,197	(453,597)	689,286	49%	N/A
Special Service Area # 4	210	(117,003)	370,000	370,000	-	(117,003)	-32%	N/A
CDBG	215	140,700	1,738,088	1,738,088	-	140,700	8%	N/A
CDBG Loan	220	2,184,483	60,100	20,000	40,100	2,224,583	11123%	N/A
Economic Development Fund	225	1,728,504	2,846,300	3,294,413	(448,113)	1,280,391	39%	N/A
Neighborhood Improvement	235	149,915	20,000	50,000	(30,000)	119,915	240%	N/A
HOME	240	3,306,375	674,500	700,336	(25,836)	3,280,539	468%	N/A
Affordable Housing Fund	250	2,436,086	155,250	263,990	(108,740)	2,327,346	882%	N/A
Washington National TIF	300	4,656,578	3,710,000	5,988,782	(2,278,782)	2,377,796	40%	N/A
Special Service Area #5	305	463,113	397,800	436,605	(38,805)	424,308	97%	N/A
Howard-Hartrey TIF	310	3,351,628	1,110,000	3,868,488	(2,758,488)	593,140	15%	N/A
Southwest TIF	315	291,939	486,000	777,939	(291,939)	-	0%	N/A
Debt Service	320	2,890,995	12,848,904	13,933,114	(1,084,210)	1,806,784	13%	N/A
Howard-Ridge TIF	330	1,347,010	350,400	405,500	(55,100)	1,291,910	319%	N/A
West Evanston TIF	335	737,547	40,100	165,000	(124,900)	612,647	371%	N/A
Dempster-Dodge TIF	340	-	-	-	-	-	N/A	N/A
Capital Projects Fund	415	4,890,727	15,468,596	18,410,016	(2,941,420)	1,949,307	11%	N/A
Special Assessment Fund	420	1,498,655	481,200	670,848	(189,648)	1,309,007	195%	N/A
Parking System Fund	505	10,838,911	11,393,593	15,894,333	(4,500,740)	4,304,167	27%	10.0%
Water	510	6,543,941	20,327,216	23,989,734	(3,662,518)	2,881,423	12%	10.0%
Sewer	515	4,142,691	15,117,865	16,279,120	(1,161,255)	2,981,436	18%	10.0%
Solid Waste	520	(1,420,579)	4,970,000	5,309,082	(339,082)	(1,759,661)	-33%	N/A
Fleet Service	600	380,288	3,166,078	3,578,147	(412,069)	(31,781)	-1%	N/A
Equipment Replacement	601	1,323,170	2,661,638	2,744,000	(82,362)	1,240,808	45%	N/A
Insurance	605	(6,714,306)	18,091,744	18,067,284	24,460	(6,689,846)	-37%	N/A
Fire Pension	700	58,863,916	8,141,575	7,718,825	422,750	59,286,666	768%	N/A
Police Pension	705	83,056,913	12,617,325	10,174,500	2,442,825	85,499,738	840%	N/A
TOTALS		<u>206,991,962</u>	<u>236,258,866</u>	<u>254,627,610</u>	<u>(18,368,744)</u>	<u>188,623,218</u>		

* Fund balances above may exclude certain reserved amounts and fixed/illiquid assets.

**CITY OF EVANSTON
SUMMARY OF REVENUES AND OTHER FINANCING SOURCES BY FUND
ANNUAL BUDGET - FISCAL YEAR 2014**

	FY 2012 Actual	FY 2013 Amended Budget	FY 2013 Year-End Estimate	FY 2014 Adopted Budget	% Change Budget to Budget
GENERAL FUND	78,777,151	84,523,051	85,195,619	89,185,298	5.5%
SPECIAL REVENUE FUNDS					
Library	5,798,464	5,104,814	5,110,864	5,866,339	14.9%
HPRP	83,648	-	-	-	N/A
Neighborhood Stabilization	8,438,092	4,011,917	3,884,996	458,044	-88.6%
Motor Fuel Tax	1,817,566	2,127,000	1,800,500	1,750,500	-17.7%
Emergency Telephone	1,005,768	1,034,560	961,000	958,600	-7.3%
Special Service Area #4	342,028	370,000	370,000	370,000	0.0%
CDBG	1,521,405	1,925,100	1,911,644	1,738,088	-9.7%
CDBG Loan	153,859	9,000	101,550	60,100	567.8%
Economic Development	1,880,837	1,949,300	1,948,900	2,846,300	46.0%
Neighborhood Improvement	20,000	20,000	20,000	20,000	0.0%
HOME	690,514	797,400	725,090	674,500	-15.4%
Affordable Housing	62,349	155,228	290,150	155,250	0.0%
SUBTOTAL	21,814,530	17,504,319	17,124,694	14,897,721	-14.9%
DEBT SERVICE FUNDS					
Library Debt Service	-	-	-	749,178	N/A
Washington National TIF	4,612,291	4,625,000	4,465,000	3,710,000	-19.8%
Special Service Area #5	408,116	448,875	448,875	397,800	-11.4%
Howard-Hartrey TIF	1,127,062	1,110,000	1,121,000	1,110,000	0.0%
Southwest TIF	448,612	465,100	485,500	486,000	4.5%
Debt Service	16,952,399	13,090,393	13,891,374	12,848,904	-1.8%
Howard-Ridge TIF	816,290	500,400	460,400	350,400	-30.0%
West Evanston TIF	627,285	3,701,000	42,200	40,100	-98.9%
Dempster-Dodge TIF	-	750,000	-	-	-100.0%
SUBTOTAL	24,992,055	24,690,768	20,914,349	19,692,382	-20.2%
CAPITAL PROJECT FUNDS					
Capital Improvement Fund	5,982,785	11,130,988	9,933,259	15,468,596	39.0%
Special Assessment Fund	298,479	560,000	411,000	481,200	-14.1%
SUBTOTAL	6,281,264	11,690,988	10,344,259	15,949,796	36.4%
ENTERPRISE FUNDS					
Parking	10,555,504	12,099,647	12,061,724	11,393,593	-5.8%
Water	15,376,995	17,560,000	15,611,972	20,327,216	15.8%
Sewer	18,121,557	20,850,365	18,650,665	15,117,865	-27.5%
Solid Waste	4,735,563	5,010,000	4,786,300	4,970,000	-0.8%
SUBTOTAL	48,789,619	55,520,012	51,110,661	51,808,674	-6.7%
INTERNAL SERVICE FUNDS					
Fleet Services	3,129,175	3,166,078	3,766,078	3,166,078	0.0%
Equipment Replacement	10,147,327	1,661,638	1,606,421	2,661,638	60.2%
Insurance	16,184,589	17,211,983	17,687,033	18,091,744	5.1%
SUBTOTAL	29,461,091	22,039,699	23,059,532	23,919,460	8.5%
TRUST AND AGENCY FUNDS					
Fire Pension	10,887,465	8,064,075	7,805,000	8,141,575	1.0%
Police Pension	17,231,535	12,403,075	12,046,552	12,617,325	1.7%
SUBTOTAL	28,119,000	20,467,150	19,851,552	20,758,900	1.4%
TOTAL ALL FUNDS	\$ 238,234,710	\$ 236,435,987	\$ 227,600,666	\$ 236,212,231	-0.1%

**CITY OF EVANSTON
SUMMARY OF EXPENDITURES AND OTHER FINANCING USES BY FUND
ANNUAL BUDGET - FISCAL YEAR 2014**

	FY 2012 Actual	FY 2013 Amended Budget	FY 2013 Year-End Estimate	FY 2014 Adopted Budget	% Change Budget to Budget
GENERAL FUND	83,610,308	84,520,422	83,027,723	89,015,073	5.3%
SPECIAL REVENUE FUNDS					
Library	4,697,368	5,080,920	5,003,329	5,912,974	16.4%
HPRP	83,648	-	-	-	N/A
Neighborhood Stabilization	8,438,092	4,011,917	3,884,996	458,044	-88.6%
Motor Fuel Tax	2,018,442	2,233,000	2,233,000	2,233,000	0.0%
Emergency Telephone	1,051,719	1,247,280	1,082,924	1,412,197	13.2%
Special Service Area #4	398,000	370,000	370,000	370,000	0.0%
CDBG	1,931,405	2,084,100	1,783,743	1,738,088	-16.6%
CDBG Loan	11,126	20,000	61,880	20,000	0.0%
Economic Development	1,918,042	2,367,603	2,370,800	3,294,413	39.1%
Neighborhood Improvement	-	50,000	-	50,000	0.0%
HOME	104,757	797,400	725,090	700,336	-12.2%
Affordable Housing	84,740	297,790	90,190	263,990	-11.4%
SUBTOTAL	20,737,339	18,560,010	17,605,952	16,453,042	-11.4%
DEBT SERVICE FUNDS					
Library Debt Service	-	-	-	748,178	N/A
Washington National TIF	5,515,335	8,696,726	7,099,726	5,988,782	-31.1%
Special Service Area #5	423,231	418,816	418,816	436,605	4.2%
Howard-Hartrey TIF	1,882,296	3,765,011	2,015,011	3,868,488	2.7%
Southwest TIF	29,590	609,500	498,500	777,939	27.6%
Debt Service	20,631,444	13,824,528	13,820,028	13,933,114	0.8%
Howard-Ridge TIF	861,533	1,578,900	168,900	405,500	-74.3%
West Evanston TIF	1,250,031	3,635,000	177,500	165,000	-95.5%
Dempster-Dodge TIF	-	650,000	-	-	-100.0%
SUBTOTAL	30,593,460	33,178,481	24,198,481	26,323,606	-20.7%
CAPITAL PROJECT FUNDS					
Capital Improvement Fund	8,327,534	13,575,351	8,444,443	18,410,016	35.6%
Special Assessment Fund	1,338,053	678,660	817,660	670,848	-1.2%
SUBTOTAL	9,665,587	14,254,011	9,262,103	19,080,864	33.9%
ENTERPRISE FUNDS					
Parking	8,941,601	15,019,983	13,607,139	15,894,333	5.8%
Water	13,527,964	21,242,179	18,260,686	23,989,734	12.9%
Sewer	8,071,726	19,266,088	19,036,552	16,279,120	-15.5%
Solid Waste	4,611,737	5,264,222	4,610,552	5,309,082	0.9%
SUBTOTAL	35,153,028	60,792,472	55,514,929	61,472,269	1.1%
INTERNAL SERVICE FUNDS					
Fleet Services	11,194,146	3,509,065	3,278,693	3,578,147	2.0%
Equipment Replacement	1,475,260	2,450,000	1,783,733	2,744,000	12.0%
Insurance	17,436,316	17,424,026	17,024,840	18,067,284	3.7%
SUBTOTAL	30,105,722	23,383,091	22,087,266	24,389,431	4.3%
TRUST AND AGENCY FUNDS					
Fire Pension	7,276,704	7,560,000	7,405,000	7,718,825	2.1%
Police Pension	9,015,234	9,486,769	9,579,600	10,174,500	7.2%
SUBTOTAL	16,291,938	17,046,769	16,984,600	17,893,325	5.0%
TOTAL ALL FUNDS	\$ 226,157,382	\$ 251,735,256	\$ 228,681,054	\$ 254,627,610	1.1%

City of Evanston

FY 2014 Revenues by Category

Fund	Fund #	Taxes	Licenses, Permits & Fees	Fines and Forfeitures	Charges for Services	Inter-governmental	Other Revenue	Transfers	Fund Total
General	100	54,547,609	12,622,280	4,366,022	7,936,754	721,272	1,248,469	7,742,892	89,185,298
Library Fund	185	5,053,539		164,000	171,640	192,845	284,315		5,866,339
Library Debt Service	186	748,178					1,000		749,178
HPRP	190								-
Neighborhood Stabilization	195					458,044			458,044
Motor Fuel	200					1,750,000	500		1,750,500
E911 System Fund	205				957,600		1,000		958,600
Special Service Area #4	210	370,000							370,000
CDBG	215				70,000	1,615,800	52,288		1,738,088
CDBG Loan	220				10,000	50,000	100		60,100
Economic Development	225	1,800,000				1,000,000	800	45,500	2,846,300
Neighborhood Improvement	235	20,000							20,000
Home	240					674,500			674,500
Affordable Housing Fund	250	30,000					125,250		155,250
Washington National TIF	300	3,700,000					10,000		3,710,000
Special Service Area #5	305	397,800							397,800
Southwest II TIF	310	1,100,000					10,000		1,110,000
Southwest TIF	315	485,000					1,000		486,000
Debt Service (G.O. Bonds)	320	11,049,841					1,500	1,797,563	12,848,904
Howard/Ridge TIF	330	350,000					400		350,400
West Evanston TIF	335	40,000					100		40,100
Dempster-Dodge TIF	340								-
Capital Improvement	415					5,382,638	9,149,458	936,500	15,468,596
Special Assessment	420				230,000		251,200		481,200
Parking	505				6,407,823		2,060,474	2,925,296	11,393,593
Water	510		115,000		14,209,716		6,002,500		20,327,216
Sewer	515				12,922,700		2,195,165		15,117,865
Solid Waste	520		495,000	45,000	3,349,033		25,000	1,055,967	4,970,000
Fleet	600			24,798			11,000	3,130,282	3,166,080
Equipment Replacement	601				210,217		1,000,000	1,451,421	2,661,638
Insurance	605				3,676,663		401,000	14,014,081	18,091,744
Fire Pension	700	6,341,575			950,000		850,000		8,141,575
Police Pension	705	8,394,325			1,423,000		2,800,000		12,617,325

TOTALS - REVENUE 94,427,867 13,232,280 4,599,820 52,525,146 11,845,099 26,482,519 33,099,502 236,212,231

FY 2014 Expenditures by Category

Fund	Fund #	Personnel, Administration & Support	Program Activities	Contractual Services / Supplies	Capital Projects / Capital Outlay	Other / Debt Service	Transfers	Fund Total
General	100	64,679,330	2,643,937	3,553,111	61,100		18,077,595	89,015,073
Library Fund	185	1,528,484	3,653,202			36,545	694,743	5,912,974
Library Debt Service	186					748,178		748,178
HPRP	190							-
Neighborhood Stabilization	195	126,635	290,500				40,909	458,044
Motor Fuel	200				1,400,000		833,000	2,233,000
E911 System Fund	205	935,767			250,000		226,430	1,412,197
Special Service Area #4	210			370,000				370,000
CDBG	215	247,996	456,288		410,800		623,004	1,738,088
CDBG Loan	220		20,000					20,000
Economic Development	225		1,760,889			1,000,000	533,524	3,294,413
Neighborhood Improvement	235		50,000					50,000
Home	240	25,101	650,000				25,235	700,336
Affordable Housing Fund	250		250,000				13,990	263,990
Washington National TIF	300		1,250,000	250,000	722,486	510,000	3,256,296	5,988,782
Special Service Area #5	305					436,605		436,605
Southwest II TIF	310		2,500,000		500,000	724,088	144,400	3,868,488
Southwest TIF	315		748,439				29,500	777,939
Debt Service (G.O. Bonds)	320	86,000				13,847,114		13,933,114
Howard/Ridge TIF	330			300,000			105,500	405,500
West Evanston TIF	335		75,000			30,000	60,000	165,000
Dempster-Dodge TIF	340							-
Capital Improvement	415		100,000		17,835,016		475,000	18,410,016
Special Assessment	420	1,000			500,000		169,848	670,848
Parking	505	695,245	8,579,420		5,180,000	27,461	1,412,207	15,894,333
Water	510	953,989	6,555,407		10,538,100	1,365,209	4,577,029	23,989,734
Sewer	515	2,029,097			3,272,500	9,994,260	983,263	16,279,120
Solid Waste	520		4,727,034				582,048	5,309,082
Fleet	600	66,265	3,284,528				227,354	3,578,147
Equipment Replacement	601				2,744,000			2,744,000
Insurance	605	509,353	17,549,304				8,627	18,067,284
Fire Pension	700	154,000	7,514,825	50,000				7,718,825
Police Pension	705	250,000	9,924,500					10,174,500

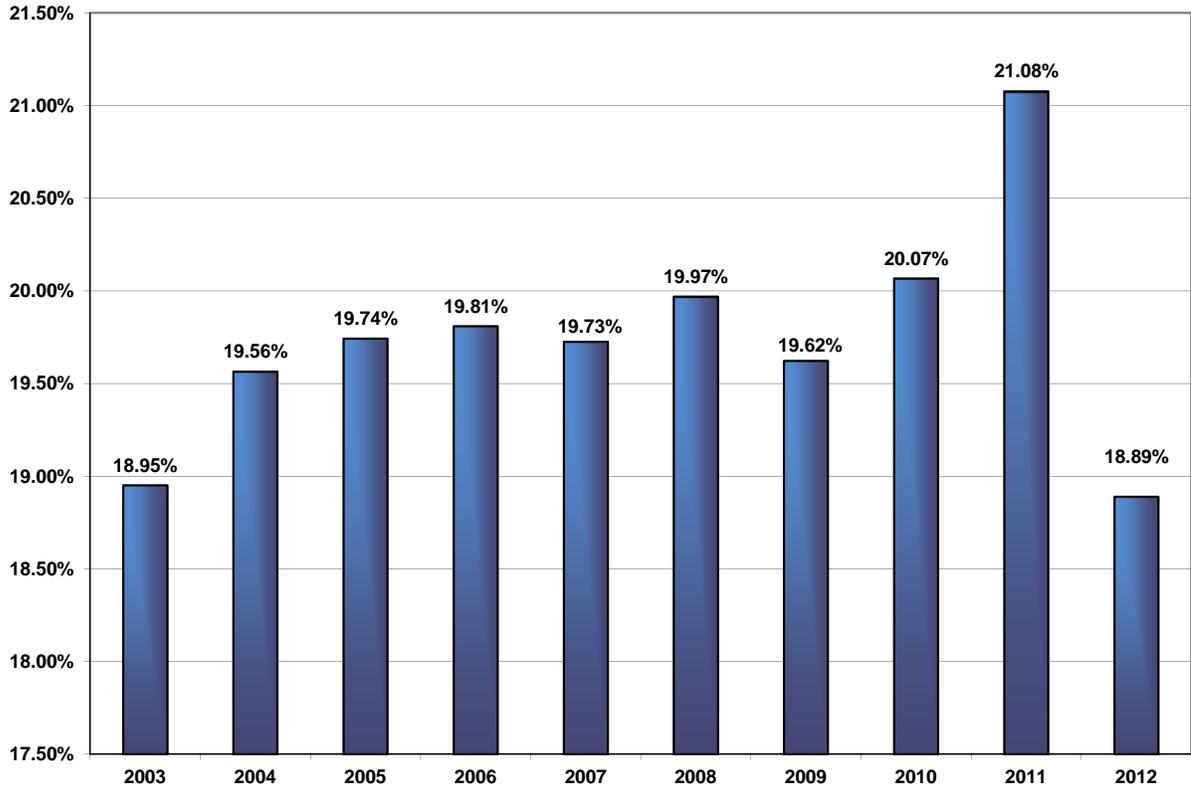
TOTALS - EXPENDITURES 72,288,262 72,583,273 4,523,111 43,414,002 28,719,460 33,099,502 254,627,610

City of Evanston

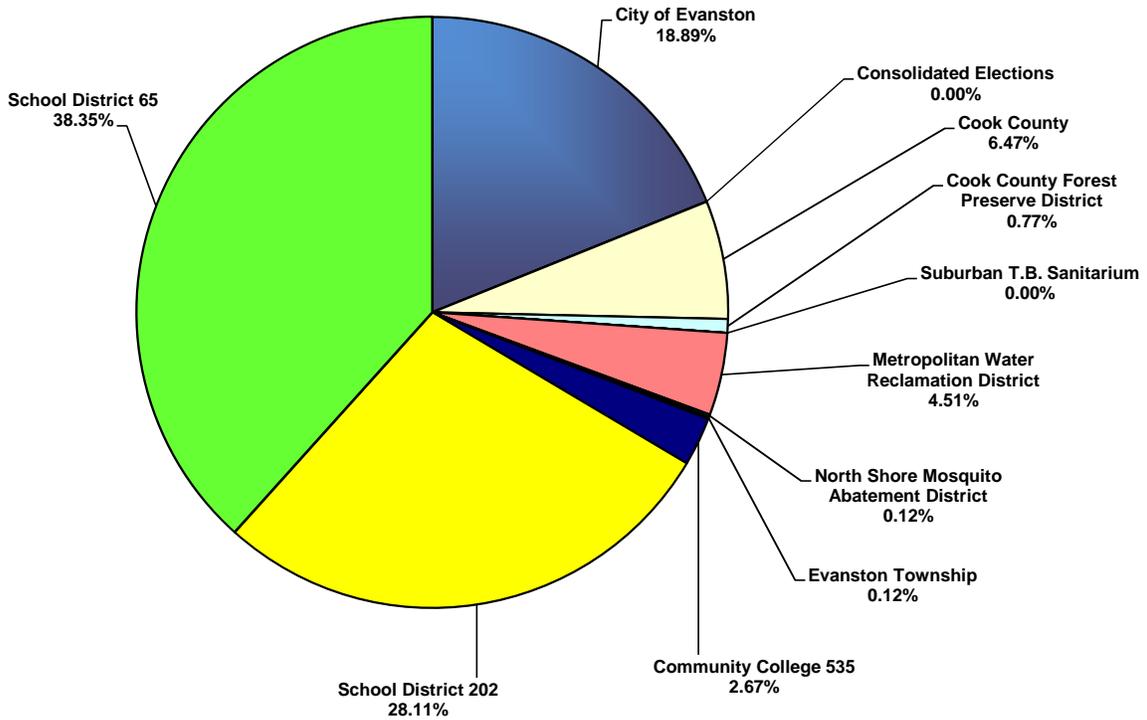
FY 2014 Expenditures by Department

Department	Fund	Amount	Total
Legislative	General	\$ 677,621	
Total - Legislative			\$ 677,621
City Administration	General	\$ 1,941,115	
Community & Economic Development	Economic Development	\$ 3,294,413	
Total - City Administration			\$ 5,235,528
Law	General	\$ 1,045,232	
Total - Law			\$ 1,045,232
Administrative Services	General	\$ 8,826,606	
Administrative Services	Capital Improvement	\$ 575,000	
Administrative Services	Parking	\$ 15,894,333	
Total - Administrative Services			\$ 25,295,939
Community & Economic Development	General	\$ 2,652,887	
Community & Economic Development	Affordable Housing Fund	\$ 263,990	
Community & Economic Development	CDBG	\$ 1,738,088	
Community & Economic Development	CDBG Loan	\$ 20,000	
Community & Economic Development	Home	\$ 700,336	
Community & Economic Development	Neighborhood Improvement	\$ 50,000	
Community & Economic Development	Neighborhood Stabilization	\$ 458,044	
Community & Economic Development	Special Service Area # 4	\$ 370,000	
Community & Economic Development	Special Service Area # 5	\$ 436,605	
Total - Community & Economic Development			\$ 6,689,950
Police	General	\$ 26,878,444	
Police	Emergency Telephone	\$ 1,412,197	
Police	Police Pension	\$ 10,174,500	
Total - Police			\$ 38,465,141
Fire	General	\$ 14,072,488	
Fire	Fire Pension	\$ 7,718,825	
Total - Fire			\$ 21,791,313
Health	General	\$ 3,009,286	
Total - Health			\$ 3,009,286
Public Works	General	\$ 17,884,613	
Public Works	Capital Improvement	\$ 17,710,016	
Public Works	Fleet	\$ 3,578,147	
Public Works	Equipment Replacement	\$ 2,744,000	
Public Works	Motor Fuel	\$ 2,233,000	
Public Works	Solid Waste	\$ 5,309,082	
Public Works	Special Assessment	\$ 670,848	
Total - Public Works			\$ 50,129,706
Parks, Recreation & Comm. Services	General	\$ 10,481,281	
Parks, Recreation & Comm. Services	Capital Improvement	\$ 125,000	
Total - Parks, Recreation & Comm. Services			\$ 10,606,281
Library	Library	\$ 5,912,974	
Library	Library Debt Service	\$ 748,178	
Total - Library			\$ 6,661,152
Utilities	Water	\$ 23,989,734	
Utilities	Sewer	\$ 16,279,120	
Total - Utilities			\$ 40,268,854
Non-Departmental Funds	General Fund Surplus Transfer	\$ 1,545,500	
Non-Departmental Funds	Debt Service (G.O. Bonds)	\$ 13,933,114	
Non-Departmental Funds	Howard-Ridge TIF	\$ 405,500	
Non-Departmental Funds	Southwest II TIF	\$ 3,868,488	
Non-Departmental Funds	Southwest TIF	\$ 777,939	
Non-Departmental Funds	Washington National TIF	\$ 5,988,782	
Non-Departmental Funds	West Evanston TIF	\$ 165,000	
Non-Departmental Funds	Dempster-Dodge TIF	\$ -	
Non-Departmental Funds	Insurance	\$ 18,067,284	
Total - Non-Department Funds			\$ 44,751,607
Total - All Funds			\$ 254,627,610

**City of Evanston Percentage of Tax Bill
Last Ten Fiscal Years**



Your Real Estate Tax Bill (2012 Rate)



CITY OF EVANSTON, ILLINOIS

Property Tax Rates Last Ten Fiscal Years

Tax Levy Year	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Fund										
General Corporate	0.8977	0.7685	0.7502	0.7765	0.6248	0.5662	0.5120	0.4763	0.4995	0.3887
Debt Service	0.4494	0.4025	0.3929	0.3918	0.3332	0.3508	0.3129	0.3625	0.4439	0.4788
	1.3471	1.1710	1.1431	1.1683	0.9580	0.9170	0.8249	0.8388	0.9434	0.8675
Police Pension	0.1981	0.1991	0.1943	0.1885	0.1707	0.2071	0.2077	0.2495	0.3067	0.3274
Firefighters' Pension	0.1520	0.1573	0.1535	0.1697	0.1536	0.1707	0.1706	0.2032	0.2289	0.2460
I.M.R.F. Pension	-	-	-	-	-	-	-	0.0722	0.1122	0.1097
	0.3501	0.3564	0.3478	0.3582	0.3243	0.3778	0.3783	0.5249	0.6478	0.6831
Total All Funds	1.6972	1.5274	1.4909	1.5265	1.2823	1.2948	1.2032	1.3637	1.5912	1.5506
Actual Rate Extended*	1.6980	1.5280	1.4910	1.5270	1.2830	1.2950	1.2040	1.3640	1.5920	1.5510

* This is the actual tax rate levied for each fiscal year.

CITY OF EVANSTON, ILLINOIS

Property Tax Rates per \$100 - Direct and Overlapping Governments

Last Ten Levy Years

Government Unit	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
City of Evanston	1.698	1.528	1.491	1.527	1.283	1.295	1.204	1.365	1.592	1.551
Consolidated Elections	0.029	-	0.014	-	0.012	-	0.021	-	0.025	-
Cook County	0.630	0.593	0.533	0.500	0.446	0.415	0.394	0.423	0.462	0.531
Cook County Forest Preserve District	0.059	0.060	0.060	0.057	0.053	0.051	0.049	0.051	0.058	0.063
Suburban T.B. Sanitarium	0.004	0.001	0.005	0.005	-	-	-	-	-	-
Metropolitan Water Reclamation District	0.361	0.347	0.315	0.284	0.263	0.252	0.261	0.274	0.320	0.370
North Shore Mosquito Abatement District	0.009	0.008	0.008	0.009	0.008	0.008	0.008	0.009	0.010	0.010
Evanston Township	0.065	0.056	0.055	0.058	0.050	0.050	0.042	0.046	0.011	0.010
Community College 535	0.186	0.161	0.158	0.166	0.141	0.140	0.140	0.160	0.196	0.219
School District 202	2.444	2.078	2.023	2.099	1.750	1.722	1.616	1.819	2.061	2.308
School District 65	3.475	2.978	2.890	3.045	2.535	2.552	2.401	2.655	2.818	3.149
Total tax rate for property not in park district or special service district	<u>8.960</u>	<u>7.810</u>	<u>7.552</u>	<u>7.750</u>	<u>6.541</u>	<u>6.485</u>	<u>6.136</u>	<u>6.802</u>	<u>7.553</u>	<u>8.211</u>
Percent of total tax rate levied by City of Evanston	<u>18.95%</u>	<u>19.56%</u>	<u>19.74%</u>	<u>19.70%</u>	<u>19.61%</u>	<u>19.97%</u>	<u>19.62%</u>	<u>20.07%</u>	<u>21.08%</u>	<u>18.89%</u>

Source: Cook County Assessor's office

CITY OF EVANSTON, ILLINOIS

Analysis of City Government Tax Levies
Last Ten Fiscal Years

Tax Levy Year	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
General Corporate	15,504,388	16,105,714	17,040,816	17,439,796	17,322,716	16,638,265	16,926,411	14,487,920	13,624,172	9,774,369
Debt Service	8,263,107	8,593,632	8,915,268	8,800,251	9,237,356	10,307,533	10,345,061	11,027,117	12,106,010	12,038,792
	23,767,495	24,699,346	25,956,084	26,240,047	26,560,072	26,945,798	27,271,472	25,515,037	25,730,182	21,813,161
Police Pension	3,420,846	4,171,429	4,171,429	4,232,653	4,731,122	6,084,034	6,867,980	7,588,132	8,364,032	8,234,005
Firefighters' Pension	2,625,446	3,229,882	3,295,798	3,811,224	4,259,490	5,014,836	5,639,910	6,180,885	6,244,279	6,185,281
I.M.R.F. Pension	-	-	-	-	-	-	-	2,195,345	3,059,093	2,757,657
	29,813,787	32,100,657	33,423,311	34,283,924	35,550,684	38,044,668	39,779,362	41,479,399	43,397,586	38,990,104

***Source Document is Cook County Assessors Agency Tax Report

CITY OF EVANSTON, ILLINOIS

Equalized Assessed Value and Actual Value of Taxable Property

Last Ten Fiscal Years

Levy Year Ended	Residential Property	Farm Property	Commercial Property	Industrial Property	Railroad Property	Total Equalized Assessed Value	Total Actual Value	Total Tax Rate
2002	1,202,783,327	16,895	467,795,729	66,579,781	368,172	1,737,543,904	5,212,631,712	1.609
2003	1,221,970,442	16,895	435,093,531	69,669,560	397,456	1,727,147,884	5,181,443,652	1.698
2004	1,543,464,138	16,895	479,999,412	71,684,555	446,570	2,095,611,570	6,286,834,710	1.528
2005	1,680,183,692	16,895	500,330,397	61,756,603	465,435	2,242,753,022	6,728,259,066	1.491
2006	1,707,669,215	16,895	476,821,737	60,920,888	464,011	2,245,892,746	6,737,678,238	1.527
2007	2,149,123,958	16,895	560,536,782	62,154,048	508,346	2,772,340,029	8,317,020,087	1.283
2008	2,324,551,100	16,895	560,106,493	53,168,671	554,733	2,938,397,892	8,815,193,676	1.295
2009	2,564,394,619	15,956	615,808,511	125,104,411	665,872	3,305,989,369	9,917,968,107	1.204
2010	2,233,194,054	15,956	623,156,869	184,687,438	829,769	3,041,884,087	9,125,652,261	1.364
2011	2,100,690,675	15,956	513,880,731	111,899,205	881,024	2,727,367,573	8,182,102,719	1.592
2012	Not Available	Not Available	Not Available	Not Available	995,206	2,514,621,552	7,543,864,656	1.551

Note: Property is reassessed once every three years. Equalized Assessed value is approximately 1/3 of actual value. Tax rates are per \$100 of Equalized assessed value.

Source: Cook County Assessor's office

CITY OF EVANSTON, ILLINOIS

Principal Property Taxpayers

Current year and Nine Years Ago

2011 EAV				2002 EAV			
<u>Tax Payer</u>	<u>Total Equalized Assessed Value (EAV)</u>	<u>Rank</u>	<u>Percentage of Total City Taxable EAV</u>	<u>Tax Payer</u>	<u>Total Equalized Assessed Value (EAV)</u>	<u>Rank</u>	<u>Percentage of Total City Taxable EAV</u>
Grubb & Ellis	\$ 23,750,814	1	0.87%	Golub & Company	\$ 20,504,101	1	1.18%
Rotary International	19,957,955	2	0.73%	Rotary International	17,204,801	2	0.99%
Lowe Enterprises	19,687,132	3	0.72%	Evanston NW Healthcare	14,623,909	3	0.84%
Church Street Plaza	17,812,119	4	0.65%	Church & Chicago Ltd Partnership	12,760,189	4	0.73%
Evanston Plaza Holding	13,041,620	5	0.48%	Evanston Plaza Freed	11,162,304	5	0.64%
Evanston Hotel Assoc.	11,605,700	6	0.43%	Church Street Plaza	10,995,024	6	0.63%
Inland	10,956,173	7	0.40%	Lynn Minnici	10,819,781	7	0.62%
NNNChurch Street Officer Center	10,825,746	8	0.40%	Greenfield Acquisitions	10,270,624	8	0.59%
Northshore University Healthcare	10,417,651	9	0.38%	Evanston Hotel	10,268,980	9	0.59%
500 Davis Street Holding	<u>9,005,460</u>	10	<u>0.33%</u>	Albertson's (Jewel & Osco)	<u>8,700,722</u>	10	<u>0.50%</u>
Total	<u>\$ 147,060,371</u>		<u>5.39%</u>	Total	<u>\$ 127,310,435</u>		<u>7.33%</u>
Total EAV	<u>\$ 2,727,367,573</u>			Total EAV	<u>\$ 1,737,543,904</u>		

Source: Cook County

CITY OF EVANSTON, ILLINOIS

Demographic and Economic Statistics

Last Ten Years

Calendar <u>Year</u>	<u>Population</u>	Total Personal <u>Income</u>	Per Capita Personal <u>Income</u>	Median <u>Age</u>	Education % of population with HS Diploma <u>or Higher</u>	School <u>Enrollment</u>	Unemployment <u>Rate</u>
2003	74,239	2,694,578,744	36,296	32.5	91.3%	9,766	5.4%
2004	74,239	2,694,578,744	36,296	32.5	91.3%	9,849	5.0%
2005	74,239	2,775,350,776	37,384	32.5	94.0%	9,740	5.0%
2006	74,239	2,902,967,617	39,103	32.5	94.0%	9,550	4.5%
2007	74,239	2,902,967,617	39,103	32.5	94.0%	9,550	4.4%
2008	74,239	2,902,967,617	39,103	32.5	94.0%	9,550	4.6%
2009	74,239	2,902,967,617	39,103	32.5	94.0%	9,550	4.7%
2010	74,486	3,157,759,484	42,394	34.3	94.0%	9,550	7.9%
2011	74,486	3,197,311,550	42,925	34.3	94.0%	11,369	7.3%
2012	74,486	3,176,902,386	42,651	35.1	93.6%	11,418	6.8%

Source: Various Government agencies

City of Evanston

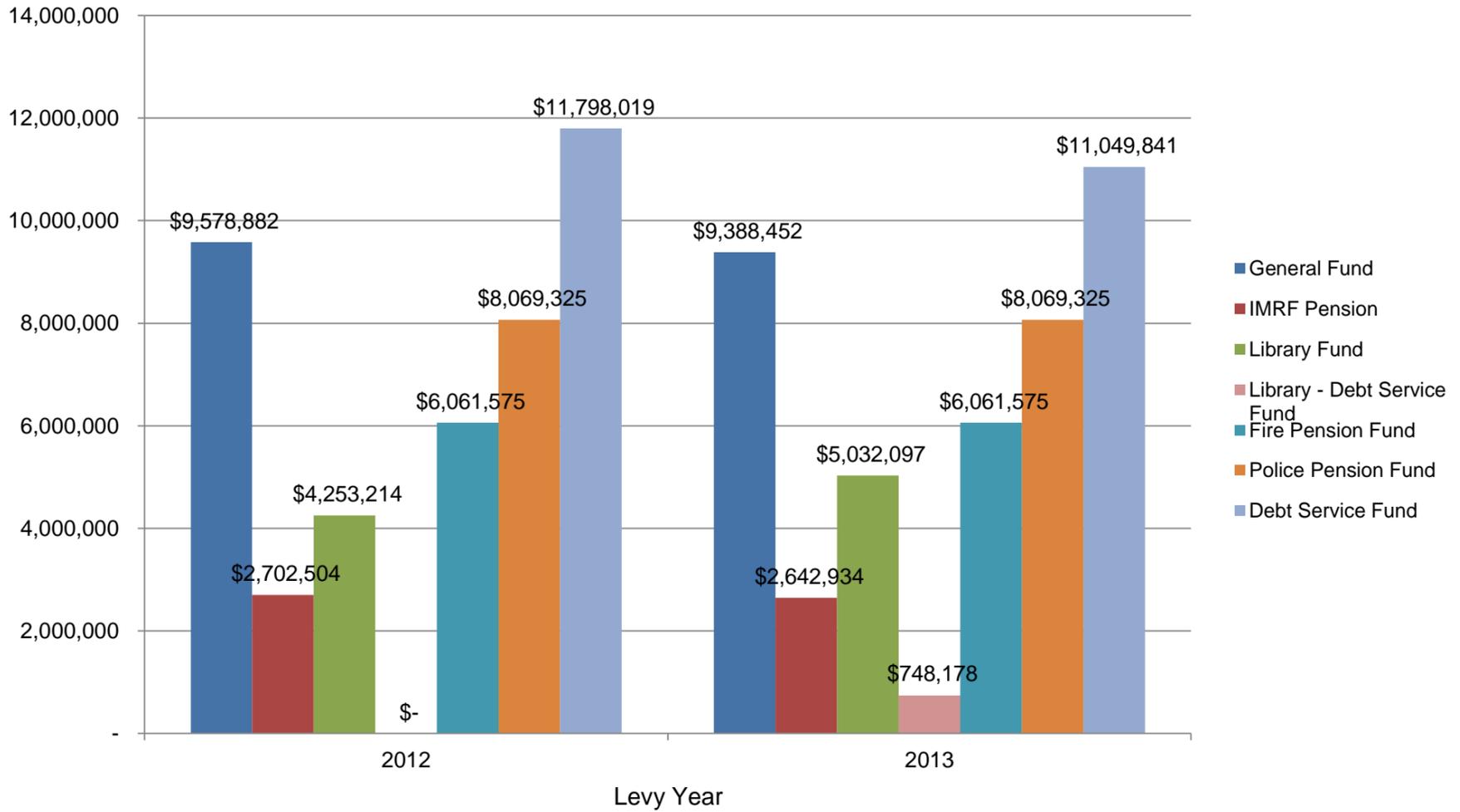
2013 Adopted Property Tax Levy

	2010 ADOPTED LEVY	2011 ADOPTED LEVY	2012 ADOPTED LEVY	2013 ADOPTED LEVY	VARIANCE INCREASE / (DECREASE)	PERCENT INCREASE / (DECREASE)
GENERAL FUND						
Gross Levy	\$ 14,487,920	\$ 13,624,172	\$ 9,774,369	\$ 9,580,053	\$ (194,316)	-1.99%
Loss Factor*	\$ 289,758	\$ 272,483	\$ 195,487	\$ 191,601	\$ (3,886)	-1.99%
Net Levy	\$ 14,198,162	\$ 13,351,689	\$ 9,578,882	\$ 9,388,452	\$ (190,430)	-1.99%
GENERAL FUND - IMRF PENSION						
Gross Levy	\$ 2,195,345	\$ 3,059,093	\$ 2,757,657	\$ 2,696,871	\$ (60,786)	-2.20%
Loss Factor*	\$ 43,907	\$ 61,182	\$ 55,153	\$ 53,937	\$ (1,216)	-2.20%
Net Levy	\$ 2,151,438	\$ 2,997,911	\$ 2,702,504	\$ 2,642,934	\$ (59,570)	-2.20%
LIBRARY FUND						
Gross Levy	\$ -	\$ -	\$ 4,340,014	\$ 5,134,793	\$ 794,779	18.31%
Loss Factor*	\$ -	\$ -	\$ 86,800	\$ 102,696	\$ 15,896	18.31%
Net Levy	\$ -	\$ -	\$ 4,253,214	\$ 5,032,097	\$ 778,883	18.31%
LIBRARY FUND - DEBT SERVICE						
Gross Levy	\$ -	\$ -	\$ -	\$ 763,447	\$ 763,447	N/A
Loss Factor*	\$ -	\$ -	\$ -	\$ 15,269	\$ 15,269	N/A
Net Levy	\$ -	\$ -	\$ -	\$ 748,178	\$ 748,178	N/A
TOTAL OPERATING LEVY	\$ 16,683,265	\$ 16,683,265	\$ 16,872,042	\$ 18,175,164	\$ 1,303,122	7.72%
FIRE PENSION FUND						
Gross Levy	\$ 6,180,885	\$ 6,244,279	\$ 6,185,281	\$ 6,185,281	\$ -	0.00%
Loss Factor*	\$ 123,618	\$ 124,886	\$ 123,706	\$ 123,706	\$ -	0.00%
Net Levy	\$ 6,057,267	\$ 6,119,393	\$ 6,061,575	\$ 6,061,575	\$ -	0.00%
POLICE PENSION FUND						
Gross Levy	\$ 7,588,132	\$ 8,364,032	\$ 8,234,005	\$ 8,234,005	\$ -	0.00%
Loss Factor*	\$ 151,763	\$ 167,281	\$ 164,680	\$ 164,680	\$ -	0.00%
Net Levy	\$ 7,436,369	\$ 8,196,751	\$ 8,069,325	\$ 8,069,325	\$ -	0.00%
DEBT SERVICE FUND						
Gross Levy	\$ 11,027,117	\$ 12,106,014	\$ 12,038,795	\$ 11,275,348	\$ (763,447)	-6.34%
Loss Factor*	\$ 220,542	\$ 242,120	\$ 240,776	\$ 225,507	\$ (15,269)	-6.34%
Net Levy	\$ 10,806,575	\$ 11,863,894	\$ 11,798,019	\$ 11,049,841	\$ (748,178)	-6.34%
TOTAL CITY LEVY						
Gross Levy	\$ 41,479,399	\$ 43,397,590	\$ 38,990,107	\$ 37,971,558	\$ (1,018,549)	-2.61%
Loss Factor*	\$ 829,588	\$ 867,952	\$ 779,802	\$ 759,431	\$ (20,371)	-2.61%
Net Levy	\$ 40,649,811	\$ 42,529,638	\$ 38,210,305	\$ 37,212,127	\$ (998,178)	-2.61%
TOTAL LIBRARY LEVY						
Gross Levy	\$ -	\$ -	\$ 4,340,014	\$ 5,898,240	\$ 1,558,226	35.90%
Loss Factor*	\$ -	\$ -	\$ 86,800	\$ 117,965	\$ 31,165	35.90%
Net Levy	\$ -	\$ -	\$ 4,253,214	\$ 5,780,275	\$ 1,527,061	35.90%
TOTAL OVERALL LEVY						
Gross Levy	\$ 41,479,399	\$ 43,397,590	\$ 43,330,121	\$ 43,869,798	\$ 539,677	1.25%
Loss Factor*	\$ 829,588	\$ 867,952	\$ 866,602	\$ 877,396	\$ 10,794	1.25%
Net Levy	\$ 40,649,811	\$ 42,529,638	\$ 42,463,519	\$ 42,992,402	\$ 528,883	1.25%

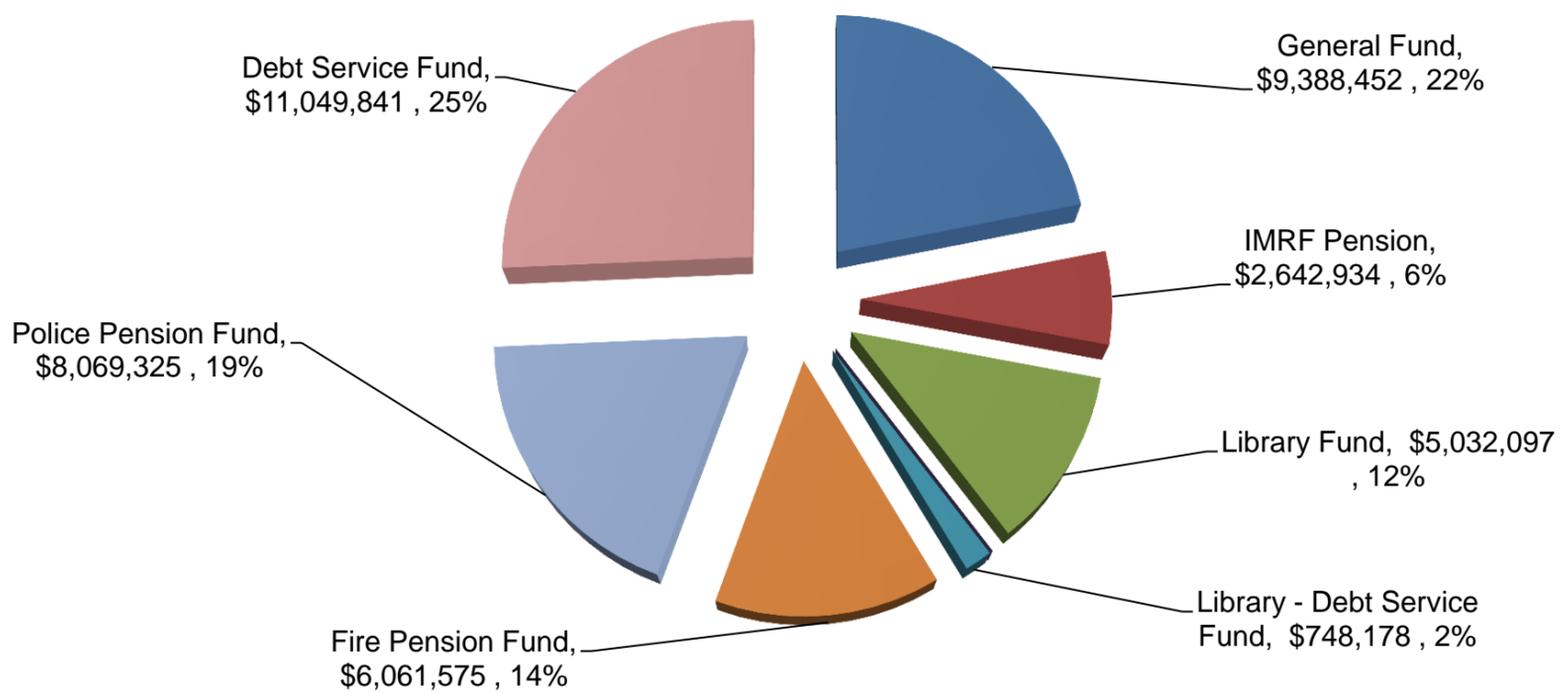
* Loss Factor is 2%

2013 Adopted Property Tax Levy

2013 Adopted Property Tax Levy by Fund
Comparison with 2012 Levy by Fund



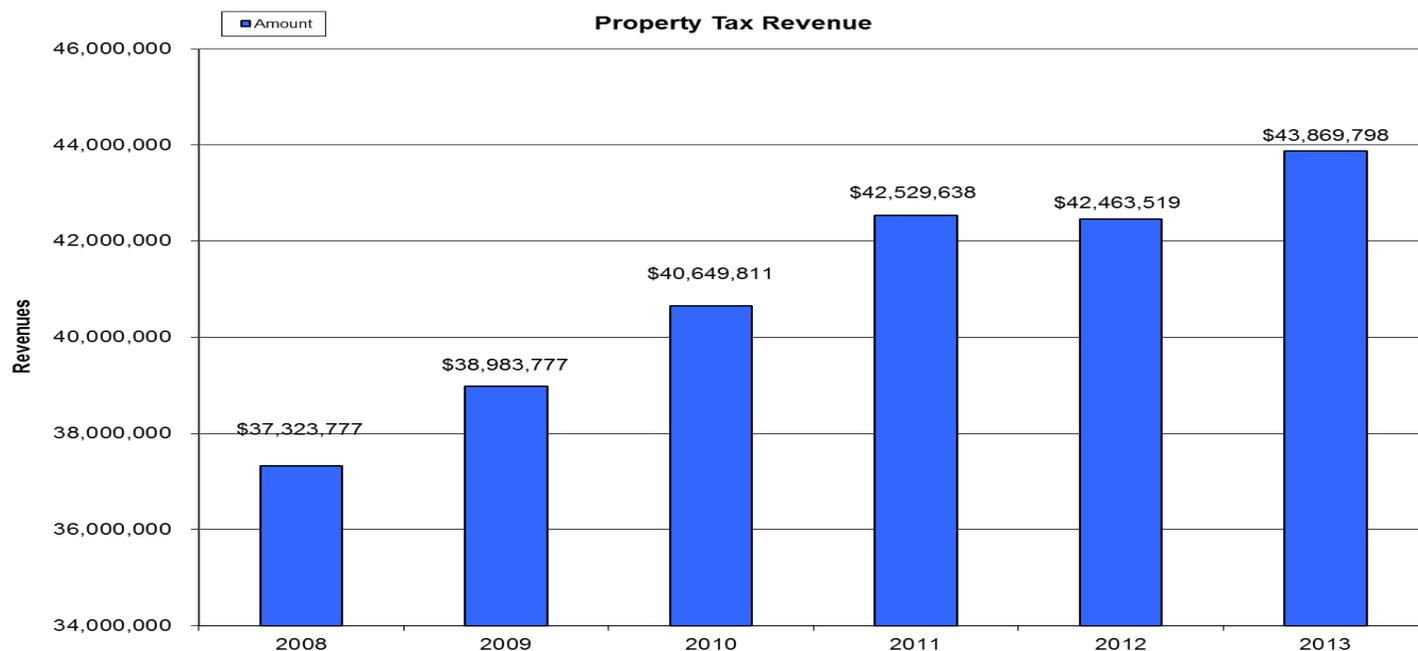
2013 Adopted Property Tax Levy by Fund



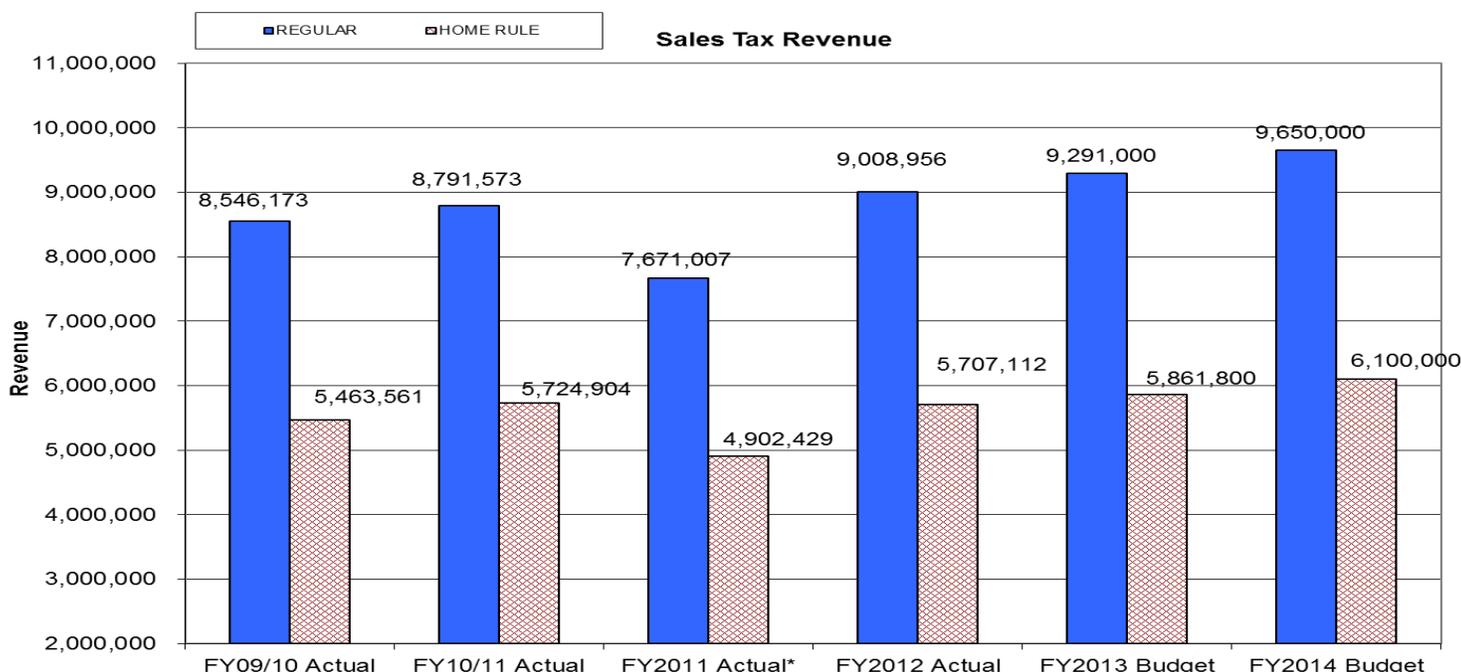
REVENUE SOURCES, ASSUMPTIONS, AND TRENDS

The following is a summary of major revenue sources, trends, and assumptions for FY 2014:

PROPERTY TAXES – Evanston property owners pay property tax to multiple entities including the City of Evanston. The 2014 property tax levy is collected in 2014. The FY 2014 Adopted Budget includes an overall increase to the net property tax levy of \$1,406,279. The City’s net debt service levy decreased by \$250,000 and the net Firefighters’ and Police Pension levies were flat in comparison to prior year.

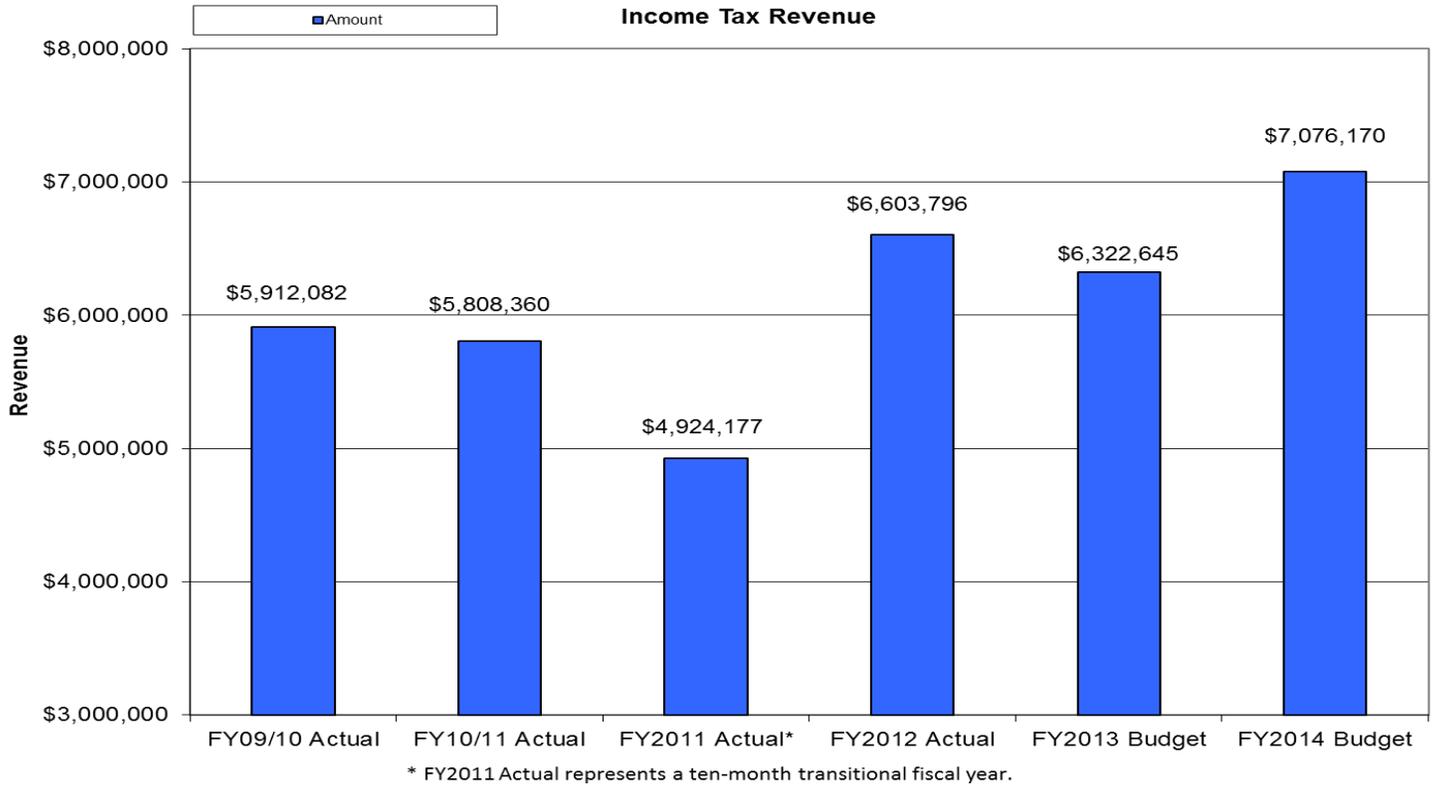


SALES TAXES – The City receives two types of sales taxes – one from the State of Illinois and another from a sales tax imposed through the City’s home-rule status. Both the State tax (retailers’ occupation tax- a.k.a. ROT) and the home rule tax rates are 1% although the home rule tax is not assessed on “listed” property such as vehicles and most grocery food items and medications. Based on State of Illinois revenue projections, the State sales tax budget for FY 2014 is \$9.65 million and the home rule sales tax budget for FY 2014 is approximately \$6.1 million.

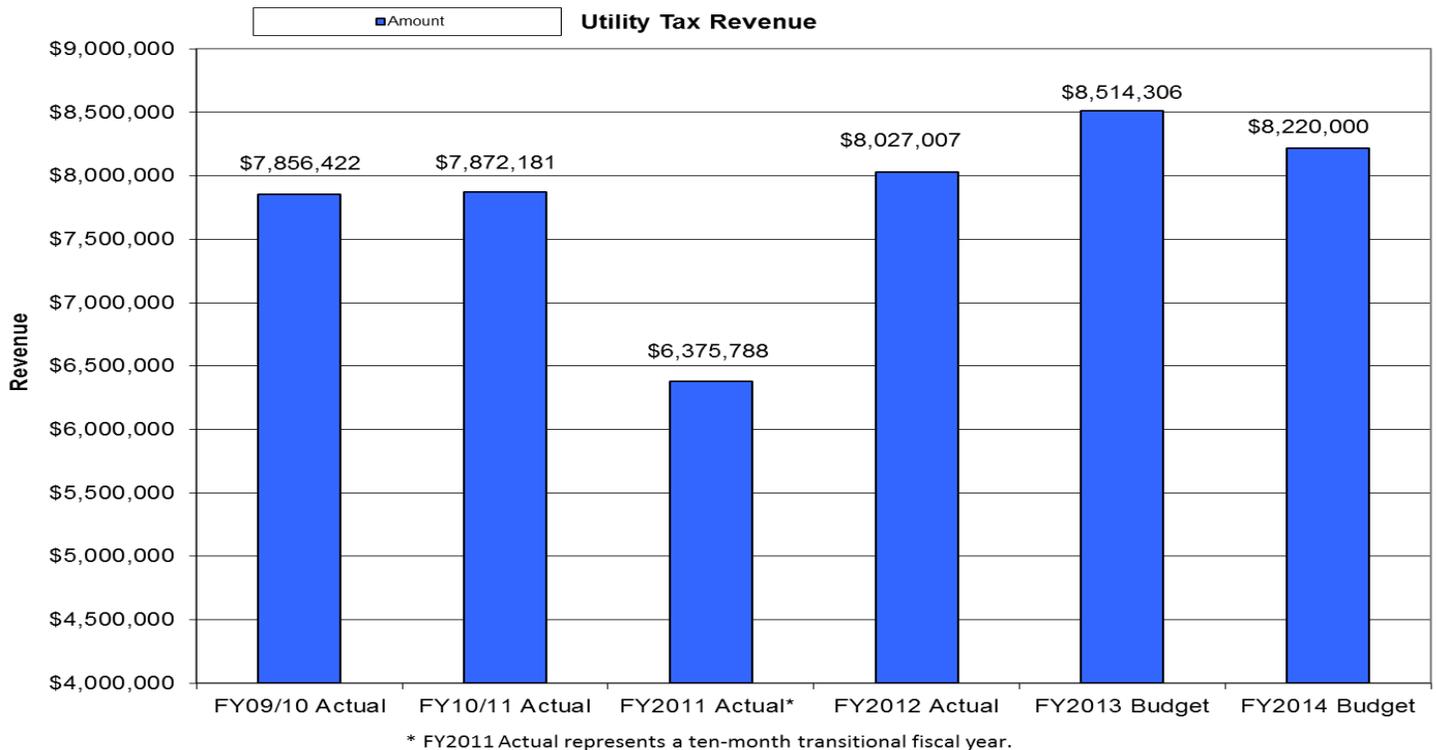


* FY2011 Actual represents a ten-month transitional fiscal year.

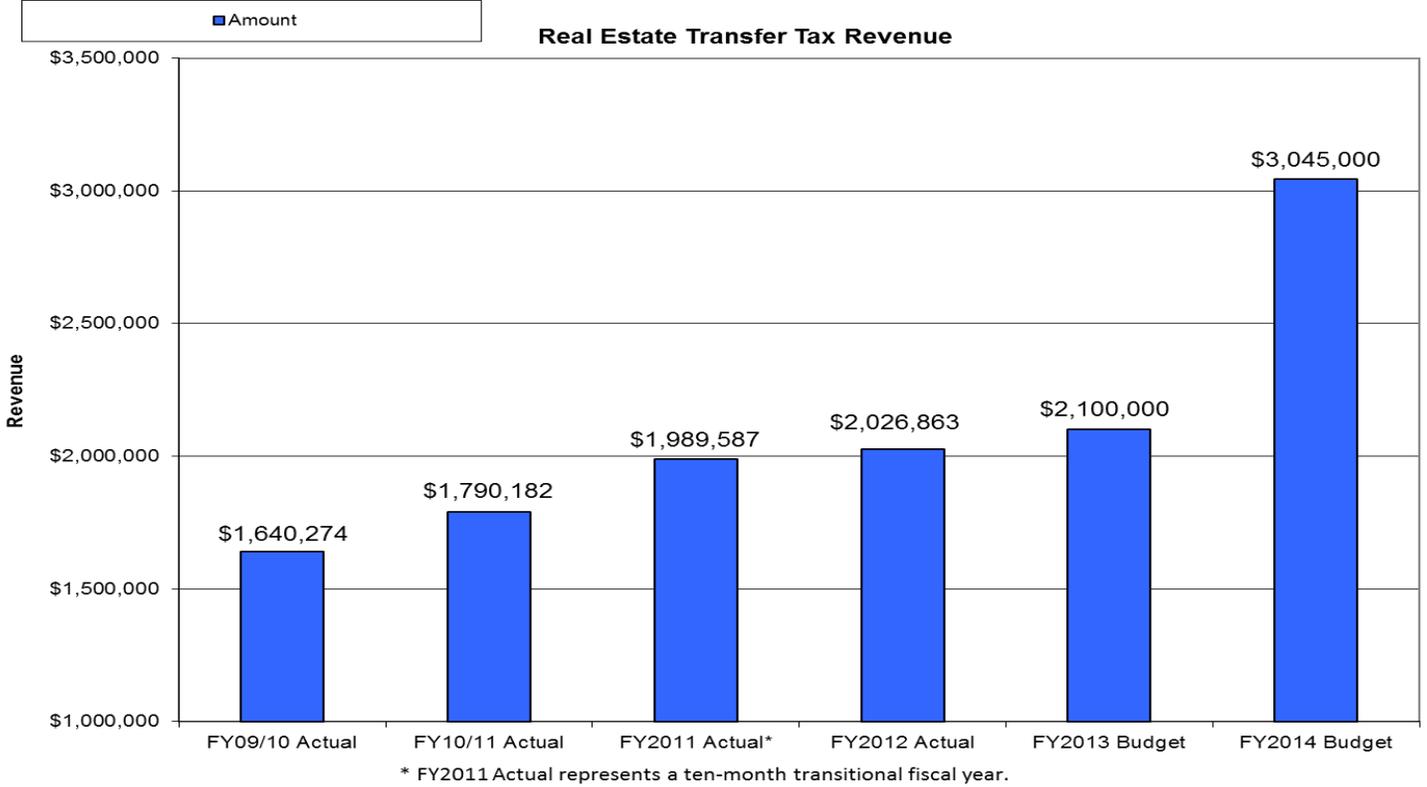
INCOME TAX – Income tax is a State shared tax that is distributed on a per capita basis and is based on the average income statewide. Based on the year-to-date actual receipts and Illinois Municipal League (IML) estimates, staff anticipates receiving approximately \$7.1 million in income tax revenues in FY 2014.



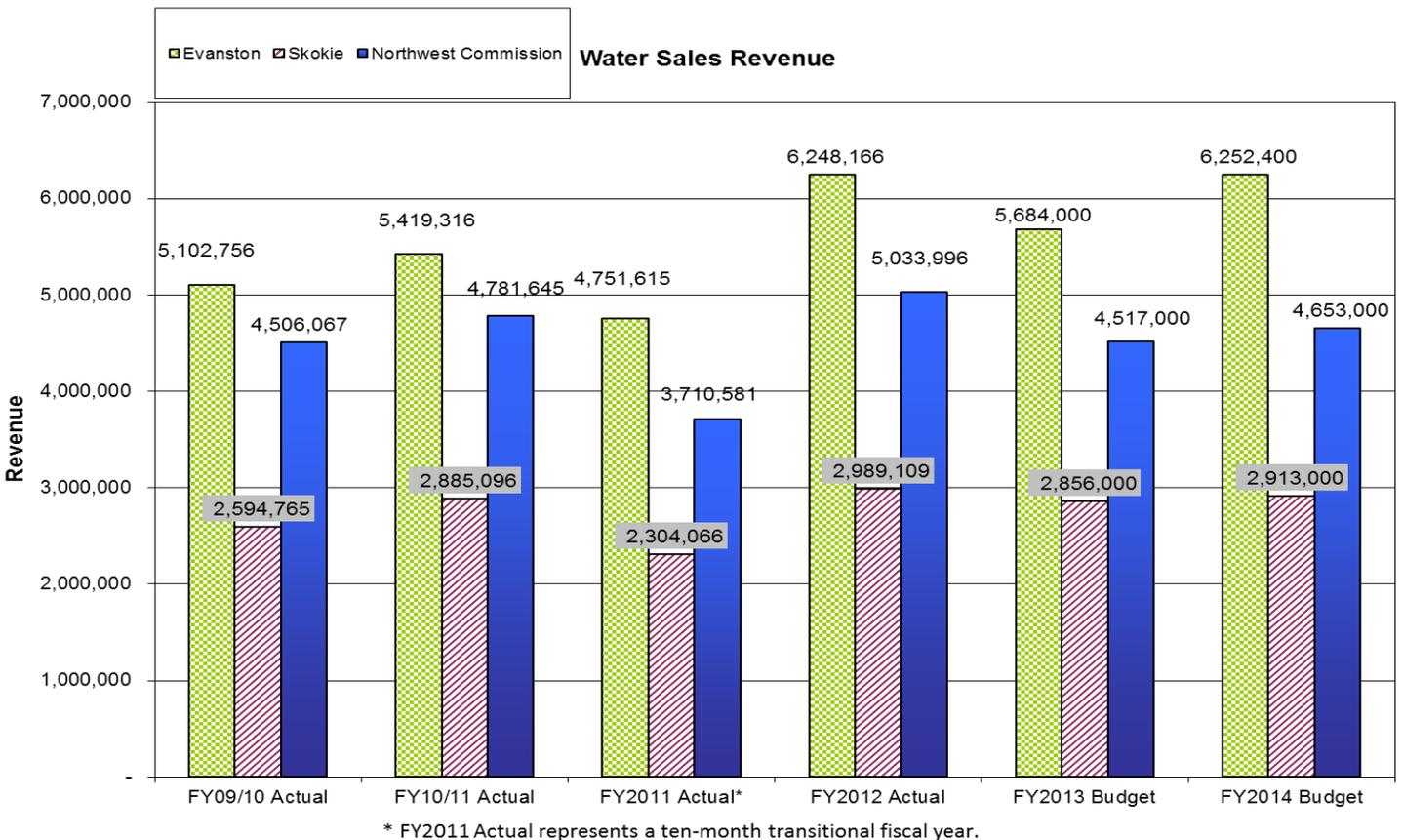
UTILITY TAXES – This revenue consists of taxes applied on electric usage, telephone usage, natural gas usage, and natural gas distribution. The utility tax rates are 6% for telecommunications, 5% for natural gas distribution (suppliers), \$.025/therm for natural gas usage, and a rate of \$.0061-\$.0030 for electric utility tax depending on kilowatt hours consumed. The amount of revenue for these taxes budgeted next year was largely dependent on year-to-date receipts and a historical trend analysis, if applicable, performed for the past three years.



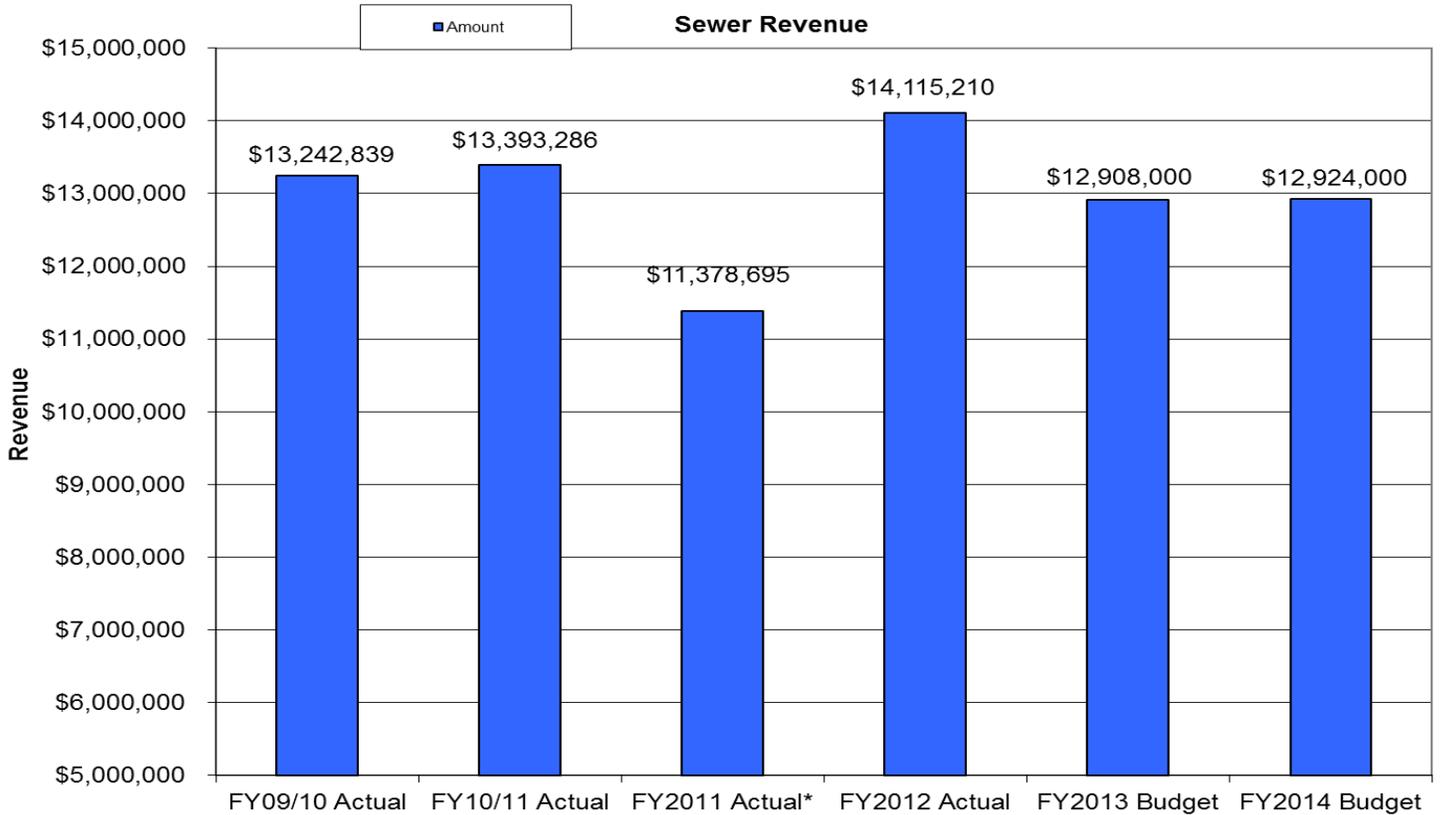
REAL ESTATE TRANSFER TAX – The real estate transfer tax is imposed at \$5 dollars per \$1,000 increment of value on the sale or transfer of real estate in the City less certain exemptions as specified per City code. Real estate transfer tax revenues were budgeted based on year-to-date receipts in conjunction with an analysis of regional real estate sales trends.



WATER REVENUES – Water revenues from Evanston’s water utility customers are expected to remain fairly constant from the prior year. Absent any water rate increases or adjustments, this revenue is almost entirely dependent on water consumption with weather playing a major role, especially during the summer.

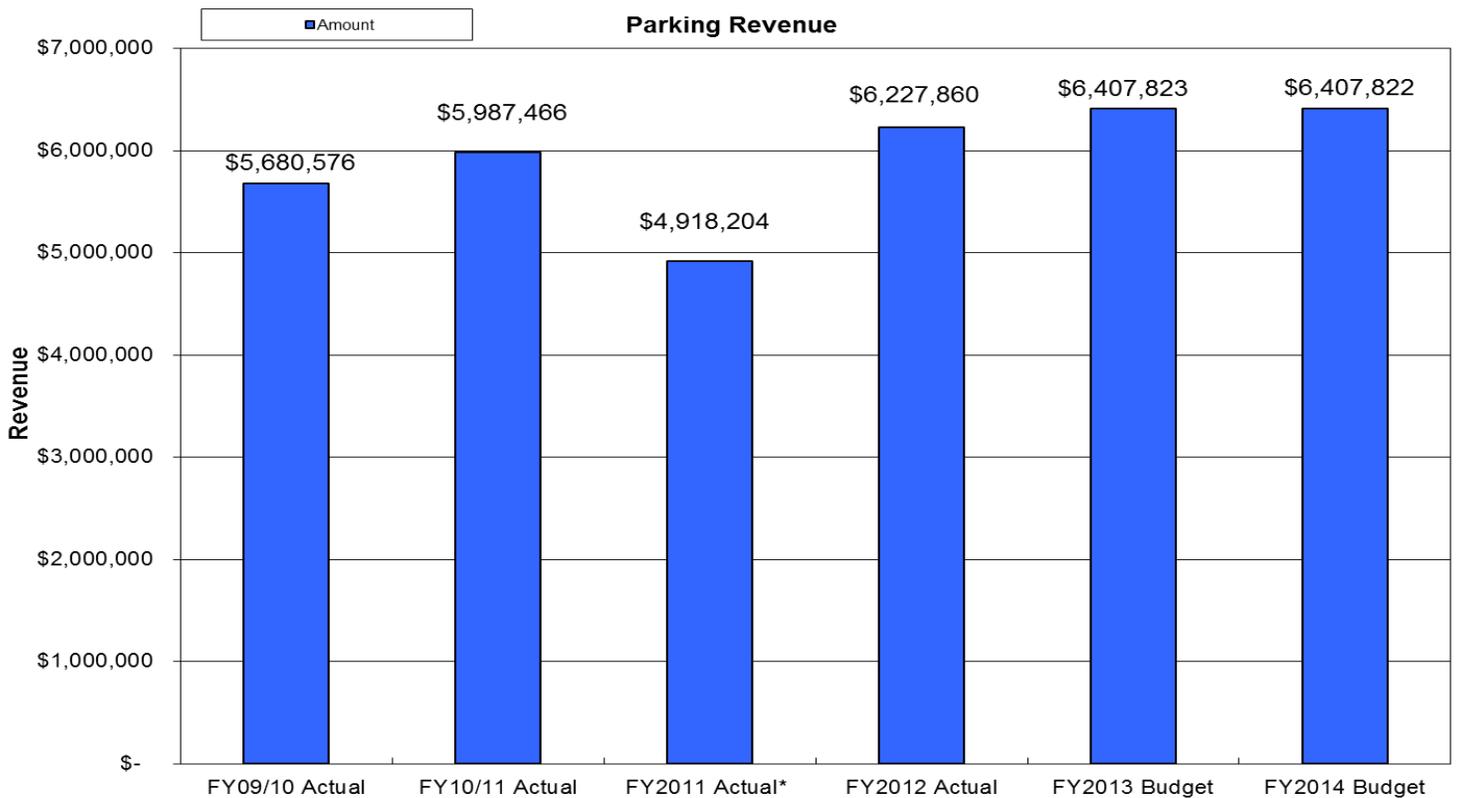


SEWER REVENUES – This revenue is billed based on water consumption and the two revenues often go hand in hand. It is important to note that this revenue, unlike water, is not assessed to those communities outside of Evanston that purchase Evanston water.



* FY2011 Actual represents a ten-month transitional fiscal year.

PARKING REVENUES – The City operates parking meters, lots, and three major garages which generate revenues. The City's Maple and Sherman Garages were maintained as separate Funds prior to FY08/09, and the chart below has been adjusted to present consolidated totals.



* FY2011 Actual represents a ten-month transitional fiscal year.

City of Evanston

Debt Service Funds

The primary objective in debt management is to keep the level of indebtedness within available resources and it's imperative to keep the debt within the stated City Council debt limitation. Because the City of Evanston is a Home Rule municipality there is no legal limit on the amount of debt the City can issue. However, the Evanston City Council has established a limit of \$113,000,000 in general obligation debt as a City debt service policy.

The most recent debt issuance was October 31, 2013 when the City sold \$28,875,000 Series 2013B General Obligation Refunding Bonds to current refund Series 2004, 2004B and 2005 Bonds.

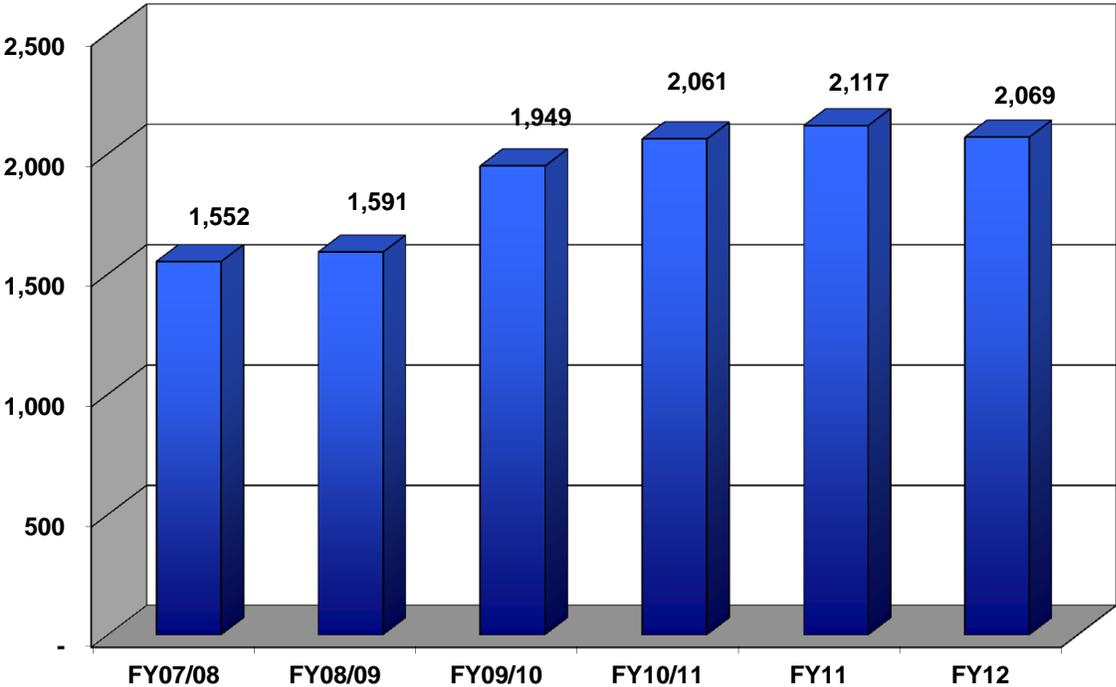
The public debt in the City of Evanston satisfies the current budget policy and is sufficient to meet the community needs. The City of Evanston has a rating AAA bond rating from both Fitch and Moody's.

The following is a statistical breakdown of the City of Evanston's debt services profile:

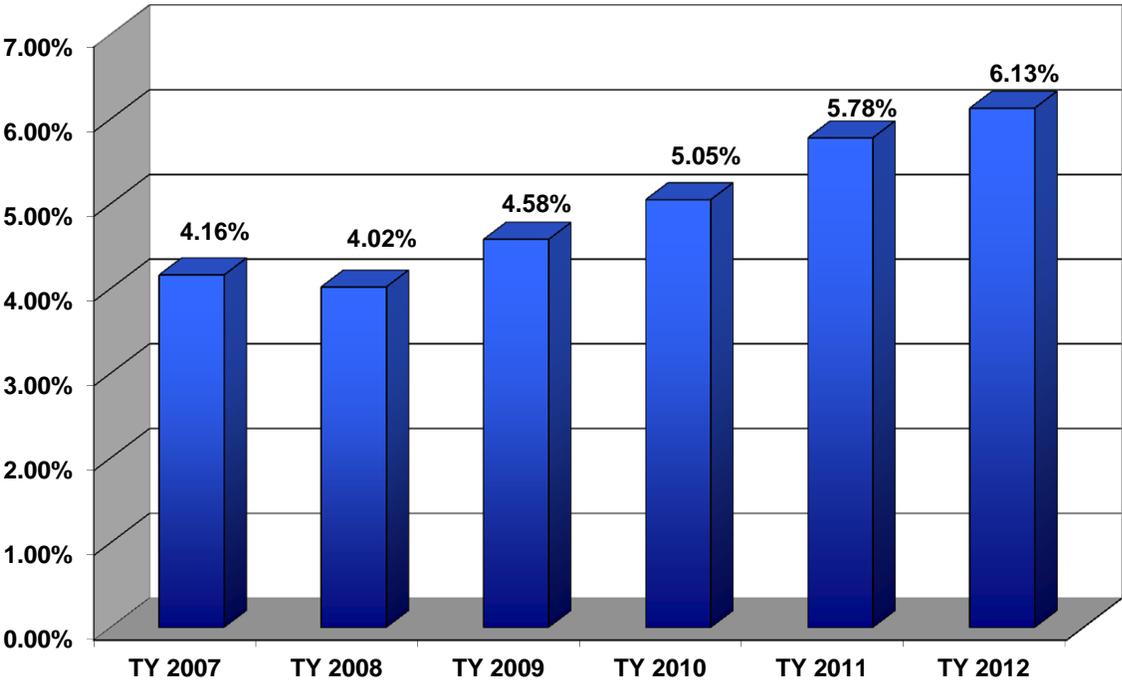
General Obligation Debt per capita	\$2,069
General Obligation Debt as a percentage of Equalized Assessed Valuation	6.13%
Total unabated debt service (principal + interest) expenditures as a % of General Fund expenditure (FY 2012)	15.07%
Current Bonds Rating - Moody's Investor Services	Aa1
Current Bonds Rating - Fitch Ratings	AA+
Equalized Assessed Valuation - Tax year 2012	\$2,514,621,552
Governmental Activity General Obligation Debt (FY 2012)	\$120,938,742
Business Activity General Obligation Debt (FY 2012)	\$33,221,257

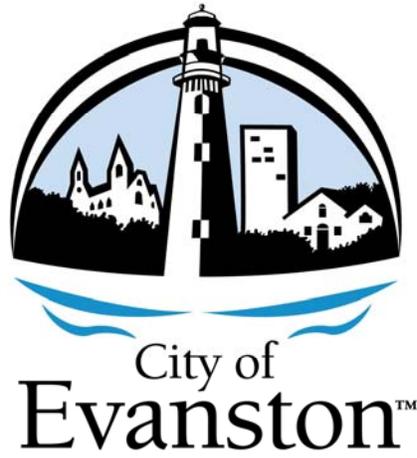
FY 2014	Debt Service Fund	Washington Natl TIF Fund	Howard Hartery TIF Fund	Special Assessment Fund	SSA #5 Fund	Parking Fund	Water Fund	Sewer Fund	Sanitation Fund	Total
Principal	8,901,683	455,000	685,000	249,800	390,000	2,520,901	445,648	341,061	15,908	14,005,001
Interest	4,280,012	55,000	39,088	89,895	46,605	606,956	345,514	173,212	2,936	5,639,218
Total	13,181,695	510,000	724,088	339,695	436,605	3,127,857	791,162	514,273	18,844	19,644,219

Per Capita General Obligation Debt



Ratio of General Obligation Debt to Equalized Assessed Valuation





PART III

GENERAL FUND BUDGET

**CITY OF EVANSTON
GENERAL FUND BUDGET COMPARISON
FISCAL YEAR 2014 to FISCAL YEAR 2013**

	FY 2012 Actual	FY 2013 Amended Budget	FY 2013 Estimates	FY 2014 Adopted Budget	FY13 - FY14 Budget \$ Variance	% Variance
Operating Revenue						
Property Tax	\$ 8,186,281	\$ 12,481,386	\$ 12,527,014	\$ 12,271,386	\$ (210,000)	-1.68%
Other Taxes	\$ 39,458,087	\$ 40,447,197	\$ 41,011,595	\$ 42,276,223	\$ 1,829,026	4.52%
Licenses/Permits/Fees	\$ 10,479,208	\$ 9,419,640	\$ 10,945,932	\$ 12,622,280	\$ 3,202,640	34.00%
Fines and Forfeitures	\$ 3,470,107	\$ 4,366,022	\$ 3,355,748	\$ 4,366,022	\$ -	0.00%
Recreational Charges	\$ 5,316,651	\$ 5,468,731	\$ 5,230,388	\$ 5,496,287	\$ 27,556	0.50%
Charges for Services	\$ 2,141,582	\$ 2,435,467	\$ 2,410,694	\$ 2,440,467	\$ 5,000	0.21%
Intergovernmental Revenue	\$ 706,811	\$ 786,798	\$ 804,275	\$ 721,272	\$ (65,526)	-8.33%
Other Revenue	\$ 1,301,943	\$ 1,418,443	\$ 1,191,606	\$ 1,238,468	\$ (179,975)	-12.69%
Interest Income	\$ 7,169	\$ 6,000	\$ 25,000	\$ 10,000	\$ 4,000	66.67%
Transfers In (Other Funds)	\$ 7,709,312	\$ 7,693,367	\$ 7,693,367	\$ 7,742,893	\$ 49,526	0.64%
Operating Revenue	\$ 78,777,151	\$ 84,523,051	\$ 85,195,619	\$ 89,185,298	\$ 4,662,247	5.52%
Operating Expense						
Legislative	\$ 621,321	\$ 635,096	\$ 649,445	\$ 677,621	\$ 42,525	6.70%
City Manager's Office	\$ 1,603,216	\$ 1,873,088	\$ 1,308,418	\$ 1,941,115	\$ 68,027	3.63%
Law	\$ 975,265	\$ 989,153	\$ 1,000,853	\$ 1,045,232	\$ 56,079	5.67%
Administrative Services	\$ 7,882,911	\$ 8,776,495	\$ 8,170,894	\$ 8,826,606	\$ 50,111	0.57%
Community and Econ. Development	\$ 3,077,886	\$ 2,721,263	\$ 2,655,997	\$ 2,652,887	\$ (68,376)	-2.51%
Police	\$ 25,407,644	\$ 25,552,042	\$ 26,440,385	\$ 26,876,444	\$ 1,324,402	5.18%
Fire	\$ 13,403,563	\$ 13,741,148	\$ 13,791,607	\$ 14,072,488	\$ 331,340	2.41%
Health	\$ 2,225,149	\$ 2,633,722	\$ 2,693,215	\$ 3,009,286	\$ 375,564	14.26%
Public Works	\$ 9,042,780	\$ 9,660,557	\$ 9,063,676	\$ 17,884,613	\$ 8,224,056	85.13%
Parks, Recreation and Comm. Services	\$ 17,620,573	\$ 17,937,858	\$ 17,253,230	\$ 10,483,281	\$ (7,454,577)	-41.56%
Operating Expense (Less Surplus Distribution)	\$ 81,860,308	\$ 84,520,422	\$ 83,027,723	\$ 87,469,573	\$ 2,949,151	3.49%
NET SURPLUS (DEFICIT)	\$ (3,083,157)	\$ 2,629	\$ 2,167,896	\$ 1,715,725	\$ 1,713,096	
<u>SURPLUS DISTRIBUTION SUMMARY</u>						
Transfer to Capital Improvement Fund	\$ 1,250,000	\$ -	\$ -	\$ 936,500	\$ 936,500	
Transfer to Fleet Maintenance Fund	\$ -	\$ -	\$ 600,000	\$ -	\$ -	
Transfer to Insurance Fund	\$ -	\$ -	\$ 500,000	\$ -	\$ -	
Transfer to Debt Service Fund	\$ -	\$ -	\$ 1,000,000	\$ 609,000	\$ 609,000	
Transfer to Equipment Replacement Fund	\$ 500,000	\$ -	\$ -	\$ -	\$ -	
SURPLUS DISTRIBUTION TOTAL	\$ 1,750,000	\$ -	\$ 2,100,000	\$ 1,545,500	\$ 1,545,500	
ADJUSTED SURPLUS / (DEFICIT)	\$ (4,833,157)	\$ 2,629	\$ 67,896	\$ 170,225	\$ 167,596	
BEGINNING FUND BALANCE	\$ 18,393,169		\$ 17,033,487	\$ 17,101,383		
Adjustment to GAAP Basis of Accounting	\$ 3,473,475		\$ -	\$ -		
ENDING FUND BALANCE	\$ 17,033,487		\$ 17,101,383	\$ 17,271,608		

* See City Manager's FY 2014 Budget Message for More Information Regarding Revenue and Expenditure Adjustments.

FISCAL YEAR 2014
GENERAL FUND REVENUES

REVENUE TITLE	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 ADOPTED	2013 vs. 2014 VARIANCE
50000 REVENUES					
50100 OPERATING REVENUES					
51000 PROPERTY TAXES					
51015 PROPERTY TAXES	7,920,345	12,281,386	12,281,386	12,031,386	(250,000)
51025 PRIOR YEAR'S TAXES	265,936	200,000	245,628	240,000	40,000
51000 PROPERTY TAXES	8,186,281	12,481,386	12,527,014	12,271,386	(210,000)
51500 OTHER TAXES					
51515 STATE USE TAX	1,172,354	1,176,879	1,185,817	1,241,753	64,874
51525 SALES TAX - BASIC	9,008,956	9,291,000	9,275,000	9,690,000	399,000
51530 SALES TAX - HOME RULE	5,707,112	5,861,800	5,861,800	6,100,000	238,200
51535 AUTO RENTAL TAX	41,405	40,000	40,000	40,000	
51540 ATHLETIC CONTEST TAX	921,887	760,000	900,000	800,000	40,000
51545 STATE INCOME TAX	6,603,796	6,322,645	6,712,678	7,076,170	753,525
51565 ELECTRIC UTILITY TAX	2,996,903	3,069,806	3,000,000	3,070,000	194
51570 NATURAL GAS UTILITY TAX	910,482	1,400,000	1,200,000	1,200,000	(200,000)
51575 NAT GAS USE TAX HOME RULE	685,683	800,000	800,000	800,000	
51585 CIGARETTE TAX	205,249	485,000	300,000	300,000	(185,000)
51590 EVANSTON MOTOR FUEL TAX	629,128	707,667	629,000	610,000	(97,667)
51595 LIQUOR TAX	2,175,476	2,350,000	2,240,000	2,375,000	25,000
51600 PARKING TAX	2,352,581	2,200,000	2,350,000	2,350,000	150,000
51605 PERS. PROP. RPL. TAX	539,973	591,600	535,000	552,000	(39,600)
51610 PERS. PROP. RPL. TAX REC	46,300	46,300	46,300	46,300	
51620 REAL ESTATE TRANSFER TAX	2,026,863	2,100,000	2,776,000	2,875,000	775,000
51625 TELECOMMUNICATIONS TAX	3,433,939	3,244,500	3,160,000	3,150,000	(94,500)
51500 OTHER TAXES	39,458,086	40,447,197	41,011,595	42,276,223	1,829,026
52000 LICENSES, PERMITS & FEES					
52005 LICENSES					
52010 VEHICLE LICENSES	2,562,972	2,600,000	2,600,000	2,700,000	100,000
52015 BUSINESS LICENSES	93,167	150,000	100,000	50,000	(100,000)
52020 PET LICENSES	29,445	25,000	25,000	25,000	
52025 BICYCLE LICENSES	14				
52030 CONTRACTORS' LICENSES	82,970	77,302	77,302	77,302	
52035 ROOMING HOUSE LICENSES	169,834	193,000	193,000	193,000	
52040 LIQUOR LICENSES	441,498	330,000	400,000	330,000	
52041 ONE DAY LIQUOR LICENSE	11,435	8,200	8,000	8,200	
52045 FARMERS' MARKET LICENSES	53,480	33,000	41,000	39,800	6,800
52046 RENTAL BUILDING REGISTRA	98,681	95,000	95,000	95,000	
52050 OTHER LICENSES	21,867	20,000	21,000	20,000	

FISCAL YEAR 2014
GENERAL FUND REVENUES

REVENUE TITLE	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 ADOPTED	2013 vs. 2014 VARIANCE
52055 LONG TERM CARE LICENSES	104,580	98,400	98,400	98,400	
52061 SEASONAL FOOD ESTABL.LIC	16,235				
52062 MOBILE FOOD VEHICLE VEND	1,082				
52063 HEN COOP LICENSE	700				
52070 RESIDENT CARE HOME LICEN	640	600	600	600	
52005 LICENSES	3,688,599	3,630,502	3,659,302	3,637,302	6,800
52075 PERMITS					
52080 BUILDING PERMITS	3,546,648	3,020,000	4,470,000	6,142,162	3,122,162
52085 PLAN REVIEW	8,855	6,248	7,300	6,248	
52090 PLUMBING PERMITS	157,020	135,000	135,000	184,842	49,842
52095 ELECTRICAL PERMITS	190,278	130,000	130,000	177,996	47,996
52105 SIGNS AND AWNING PERMITS	7,437	8,330	8,330	8,330	
52110 OTHER/MISC PERMITS	308,623	183,260	200,000	250,920	67,660
52115 ELEVATOR PERMITS	56,185	41,650	48,000	51,550	9,900
52120 HEATING VENT. A/C PERMIT	422,333	210,000	285,000	287,532	77,532
52126 RIGHT-OF WAY PERMIT	540,321	290,000	425,000	290,000	
52130 RESIDENTS ANNUAL PRKG PE	124,618	128,000	128,000	128,000	
52131 VISITOR PARKING PERMITS	13,963	12,300	12,300	12,300	
52135 FIRE SUPPRESSION/ALARM PE	108,020	65,000	87,400	88,998	23,998
52075 PERMITS	5,484,301	4,229,788	5,936,330	7,628,878	3,399,090
52140 FEES					
52145 ANNUAL SIGN FEES	26,181	25,000	25,000	25,000	
52146 MOVING VAN PERMIT FEE		50,000	50,000	50,000	
52155 PLAT PR.&SIGN APP HRG FE	1,650	2,100	2,300	2,100	
52170 ALARM PANEL FRANCHISE FE	6,720	6,000		6,000	
52180 CABLE FRANCHISE FEE	1,078,032	1,000,000	1,078,000	1,078,000	78,000
52181 PEG FEES - COMCAST	129,988	100,000	130,000	130,000	30,000
52185 NICOR FRANCHISE FEE	63,736	95,000	65,000	65,000	(30,000)
52187 TRANSFER STATION FEES		281,250			(281,250)
52140 FEES	1,306,308	1,559,350	1,350,300	1,356,100	(203,250)
52000 LICENSES, PERMITS & FEES	10,479,208	9,419,640	10,945,932	12,622,280	3,202,640
52500 FINES AND FORFEITURES					
52505 TICKET FINES-PARKING	2,681,392	3,450,000	2,800,000	3,450,000	
52510 REGULAR FINES	197,879	298,449		298,449	
52530 BOOT RELEASE FEE	71,250	80,000	65,000	80,000	
52540 FIRE FALSE ALARM FINES	33,135	170,000	46,000	170,000	

FISCAL YEAR 2014
GENERAL FUND REVENUES

REVENUE TITLE	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 ADOPTED	2013 vs. 2014 VARIANCE
52541 POLICE CTA DETAIL & BARNE	38,017				
52542 POLICE DUI REIMB	1,881				
52544 POLICE TIP SYSTEMS	27				
52545 POLICE FALSE ALARM FINES	42,253				
52555 HOUSING CODE VIOL FINES	125,819	97,248	97,248	97,248	
52560 PERMIT PENALTY FEES	7,995	7,500	7,500	7,500	
52570 NONPARKING ORDINANCE VIOL	336,729	262,825	340,000	262,825	
52605 LANDLORD/TENANT VIOL FINE					
52500 FINES AND FORFEITURES	3,470,107	4,366,022	3,355,748	4,366,022	
53000 CHARGES FOR SERVICES					
53005 HEALTH DEPT.- CHRGS FOR S					
53050 SANITATION CLASSES	2,326	1,700	1,800	1,700	
53075 DENTAL CLINIC	235,228				
53095 HEALTH CLINIC-TB	593				
53105 HEALTH FOOD ESTBLSMNT LI	200,124	185,000	185,000	185,000	
53135 DENTAL CHECK UP	1,190				
53140 EMERGENCY DENTAL EXAM	20				
53150 AMALGAM FILLING	180				
53155 RESIN FILLING	180				
53165 EXTRACTION	110				
53170 PULPOTOMY	30				
53175 SEALANT OFFICE VISIT	20				
53180 ADDITIONAL SEALANTS	20				
53185 TEMPORARY FOOD LICENSE F	6,893	7,000	6,000	7,000	
53190 FOOD DELIVERY VEHICLE	7,890	5,500	5,500	5,500	
53200 BEV.SNACK VENDING MACHIN	20,529	28,000	28,000	28,000	
53210 TOBACCO LICENSE	25,500	19,000	19,000	19,000	
53211 BEEKEEPER LICENSE FEE	75				
53215 BIRTH CERTIFICATE	62,346	70,000	70,000	70,000	
53220 DEATH CERTIFICATE-16.23	18,668	40,000	30,000	30,000	(10,000)
53230 FUNERAL DIRECTOR LICENSE	9,540	6,000	6,000	6,000	
53235 TEMP FUNERAL DIREC LICEN	5,290	4,200	4,200	4,200	
53005 HEALTH DEPT.- CHRGS FOR S	596,752	366,400	355,500	356,400	(10,000)
53240 PARKING - CHRGS FOR SVCS					
53251 PARKING METER FEE INCREA	119,633	641,667	641,667	641,667	
53240 PARKING - CHRGS FOR SVCS	119,633	641,667	641,667	641,667	
53412 LOT 15 RENTAL					

FISCAL YEAR 2014
GENERAL FUND REVENUES

REVENUE TITLE	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 ADOPTED	2013 vs. 2014 VARIANCE
53560 RECREATION - CHRGS FOR SV					
53565 RECREATION PROGRAM CHARG	5,203,499	5,365,015	5,137,588	5,392,571	27,556
53568 TRANS.FROM RESTRICTED AC	97,753	78,716	77,800	78,716	
53569 Special Events Revenue	15,399	25,000	15,000	25,000	
53560 RECREATION - CHRGS FOR SV	5,316,651	5,468,731	5,230,388	5,496,287	27,556
53570 WATER, SEWER & RECYCLING					
53600 SEWER SERV CHARG-PENALTY					
53620 OTHER CHRGS FOR SVCS					
53635 WEIGHTS AND MEASURES EX	410	1,000	1,000	1,000	
53640 SENIOR TAXI COUPON SALES	97,417	108,000	108,000	108,000	
53650 STATE HIGHWAY MAINTENANC	41,298	58,000	63,527	58,000	
53655 FIRE COST RECOVERY CHARG	2,520	10,000	3,000	10,000	
53656 OTHER SERVICE CHARGES	938				
53666 HISTORIC PRESERVATION RE	7,020	6,500	6,500	6,500	
53620 OTHER CHRGS FOR SVCS	149,603	183,500	182,027	183,500	
53667 TREE PRESERVATION PERMIT					
53675 AMBULANCE SERVICE	1,035,593	1,052,400	1,041,000	1,052,400	
53680 TOWING CHARGES		3,000	3,000	3,000	
53685 POLICE REPORT FEES	27,043	14,500		14,500	
53690 WOOD RECYCLING	28,020	35,000	35,000	35,000	
53695 ZONING FEES	35,518	25,000	40,000	40,000	15,000
53705 FIRE BUILDING INSPECTION	17,090	6,000	13,500	6,000	
53715 ALARM REGISTRATION FEE	107,038	90,000	88,500	90,000	
53720 SKOKIE ANIMAL BOARD FEE	7,712	8,000		8,000	
53725 BACKGR CHKS DAYCARE PROV	580				
53736 NEW PAVEMENT DEGRADATION	17,000	10,000	10,500	10,000	
53667 TREE PRESERVATION PERMIT	1,275,594	1,243,900	1,231,500	1,258,900	15,000
53737 I HEART EVANSTON TREES PR					
53000 CHARGES FOR SERVICES	7,458,233	7,904,198	7,641,082	7,936,754	32,556
55000 INTERGOVERNMENTAL REVENUE					
55005 COUNTY & LOCAL AID					
55015 STATE AID					

FISCAL YEAR 2014
GENERAL FUND REVENUES

REVENUE TITLE	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 ADOPTED	2013 vs. 2014 VARIANCE
55025 LOCAL HEALTH PROTECTION	75,419	75,000	75,000	76,000	1,000
55040 DENTAL SEALANT GRANT	569	8,626			(8,626)
55075 SUMMER FOOD INSPECTIONS		400	400	400	
55080 KID CARE AGREEMENT	1,750				
55085 IL TOBACCO FREE COMMUNIT	6,029	25,082	31,027	31,027	5,945
55095 HEALTH ALERT NETWORK GRN	2,704				
55130 IL STATE CHILDHOOD LEAD	1,359	1,000	1,000	1,000	
55146 STATE, COUNTY AND OTHER	319,625	11,000	17,777	11,000	
55150 TANNING PARLOR INSPECTIO		200	200	300	100
55160 VIOL. CRIME VIC. ASST GR		18,525		18,525	
55170 FIRE DEPARTMENT TRAINING	20,274	3,000	1,500	3,000	
55015 STATE AID	427,729	142,833	126,904	141,252	(1,581)
55171 RBFi-Risk Based Fdng Gran					
55173 CRI GRANT -REVENUE (HHS)	8,881	44,000	44,000	43,700	(300)
55174 PHEP GRANT-REVENUE (HHS)	29,522	62,072	65,568	61,200	(872)
55175 STATE RECYCLING GRANT					
55176 DENTAL EXPANSION GRANT	30,000	30,000			(30,000)
55175 STATE RECYCLING GRANT	30,000	30,000			(30,000)
55171 RBFi-Risk Based Fdng Gran	68,402	136,072	109,568	104,900	(31,172)
55179 RBFi GRANT REVENUE					
55231 LEAD PAINT HAZARD GRANT		80,000	100,000	100,000	20,000
55179 RBFi GRANT REVENUE		80,000	100,000	100,000	20,000
55250 FEDERAL AID					
55251 FEDERAL GRANT / AID	27,950	10,000	10,000	10,000	
55253 ENERGY EFF.& CONSV.BLOCK	35,021				
55255 COMM AGING GRT-ADVOCATE	74,160	79,723	136,853	86,970	7,247
55265 FEMA	4,413	17,000	17,000	17,000	
55270 POLICE TRAINING	12,081	8,000		8,000	
55250 FEDERAL AID	153,625	114,723	163,853	121,970	7,247
55272 TOBACCO COMPLIANCE GRANT	3,239				
55275 HUD EMERGENCY SHELTER GR	38,314	204,770	194,950	104,000	(100,770)
55290 OTHER FEDERAL AID	15,503	8,400	9,000	9,150	750
55272 TOBACCO COMPLIANCE GRANT	57,056	213,170	203,950	113,150	(100,020)
55311 YOUTH ORGANIZ UMBRELLA GR				40,000	40,000
55311 YOUTH ORGANIZ UMBRELLA GR				40,000	40,000

FISCAL YEAR 2014
GENERAL FUND REVENUES

REVENUE TITLE	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 ADOPTED	2013 vs. 2014 VARIANCE
55316 RTA GRANT		100,000	100,000	100,000	
55000 INTERGOVERNMENTAL REVENUE	706,812	786,798	804,275	721,272	(65,526)
56000 OTHER REVENUE					
56002 WOMEN OUT WALKING	8,048	15,000	4,000	5,000	(10,000)
56010 PROPERTY SALES AND RENTAL	57,425	151,543	108,968	108,968	(42,575)
56011 DONATIONS	33,530	76,400	32,000	32,000	(44,400)
56010 PROPERTY SALES AND RENTAL	90,955	227,943	140,968	140,968	(86,975)
56015 REVENUE FROM DAMAGE TO CI					
56025 DAMAGE TO CITY SIGNAGE		2,000	2,000	2,000	
56030 DAMAGE TO CITY TRAFFIC S		20,000	20,000	20,000	
56031 DAMAGE TO STREET LIGHTS		20,000	20,000	20,000	
56015 REVENUE FROM DAMAGE TO CI		42,000	42,000	42,000	
56045 MISCELLANEOUS REVENUE					
56045 MISCELLANEOUS REVENUE	229,037	255,000	150,000	155,000	(100,000)
56046 TAXICAB CLASS REVENUE	6,900				
56045 MISCELLANEOUS REVENUE	235,937	255,000	150,000	155,000	(100,000)
56047 RESERVES					
56048 TEEN BABY NURSERY PROG	41,000	41,000		41,000	
56047 RESERVES	41,000	41,000		41,000	
56049 MARKET LINK VOUCHERS					
56049 MARKET LINK VOUCHERS	4,056	16,500	12,000	16,500	
56055 NOYES CUL. ARTS RENTALS /					
56055 NOYES CUL. ARTS RENTALS /	2,350				
56063 CONST.INSP.OVERTIME REIMB					
56063 CONST.INSP.OVERTIME REIMB	5,400				
56065 SALE OF SURPLUS PROPERTY					
56065 SALE OF SURPLUS PROPERTY	4,060				
56063 CONST.INSP.OVERTIME REIMB					
56063 CONST.INSP.OVERTIME REIMB	9,460				
56067 REIMBURSEMENTS- SERV. & S					
56067 REIMBURSEMENTS- SERV. & S	19,527				
56068 REIMB SALT USE DIST 65 ET					
56068 REIMB SALT USE DIST 65 ET	18,281				
56069 REIMB. FOR FIRE DEPTT. S					
56069 REIMB. FOR FIRE DEPTT. S	118,160				
56068 REIMB SALT USE DIST 65 ET					
56068 REIMB SALT USE DIST 65 ET	136,441				
56070 OVER AND SHORT					
56095 OVER AND SHORT - COLLECT	4,309				
56070 OVER AND SHORT	4,309				
56105 PAYMENT IN LIEU OF TAXES					
56105 PAYMENT IN LIEU OF TAXES	266,906	250,000	267,000	267,000	17,000
56106 FUND BALANCE APPLIED					
56106 FUND BALANCE APPLIED	516,000	516,000	516,000	516,000	

FISCAL YEAR 2014
GENERAL FUND REVENUES

REVENUE TITLE	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 ADOPTED	2013 vs. 2014 VARIANCE
56115 PROCEEDS FROM IEPA LOAN					
56131 DUTCH ELM TREE INSURANCE					
56134 PRIVATE ELM TREES INS. MO	20,655	40,000	44,638	40,000	
56140 FEES AND MERCHANDISE SALE	650				
56156 YARD WASTE FEE					
56157 CITIZENS CPR CLASS FEES	3,595				
56156 YARD WASTE FEE	3,595				
56175 PARKING PERMITS-RYAN FIEL	13,454	15,000	15,000	15,000	
56185 PART. PENSION CONTRIBUTIO					
56196 JDE WATER INTERFACE					
56200 OVERPAYMENT REFUNDS	71,438				
56196 JDE WATER INTERFACE	71,438				
56205 CD DEMOLITION REVENUE	38				
56000 OTHER REVENUE	1,301,944	1,418,443	1,191,606	1,238,468	(179,975)
56500 INTEREST INCOME					
56501 INVESTMENT INCOME	7,169	6,000	25,000	10,000	4,000
56500 INTEREST INCOME	7,169	6,000	25,000	10,000	4,000
57000 TRNSFR FROM OTHER FUNDS					
57007 FROM WEST EVANSTON TIF	60,000	60,000	60,000	60,000	
57009 FROM LIBRARY FUND				210,000	210,000
57012 FROM NSP2 GRANT FUND	114,984	145,000	145,000	30,000	(115,000)
57020 FROM MOTOR FUEL FUND-S/M	836,990	833,000	833,000	833,000	
57030 FROM COMM. DEVEL. FUND	808,753	781,278	781,278	571,000	(210,278)
57035 FROM HOME FUND	52,275	28,400	28,400	22,500	(5,900)
57035 FROM HOME FUND	52,275	28,400	28,400	22,500	(5,900)
57040 FROM EMERGENCY TEL SYSTEM	125,950	125,950	125,950	125,950	
57050 FROM ECON DEV FUND	452,707	452,707	452,707	452,708	1
57060 FROM HOUSING FUND	23,990	23,990	23,990	13,990	(10,000)
57065 FROM WASHINGTON NAT'L DS	325,000	331,000	331,000	331,000	
57070 FROM HOW HARTREY DEBT SER	141,600	144,400	144,400	144,400	
57075 FROM SW TIF DEBT SERVICE	28,920	29,500	29,500	29,500	
57096 FROM HOWARD RIDGE TIF	120,400	120,400	120,400	60,000	(60,400)
57100 FROM CAPITAL IMP. FUND	475,000	475,000	475,000	475,000	
57130 FROM PARKING FUND	644,242	644,242	644,242	869,242	225,000
57135 FROM WATER FUND	162,235	162,235	162,235	162,235	

FISCAL YEAR 2014
GENERAL FUND REVENUES

REVENUE TITLE	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 ADOPTED	2013 vs. 2014 VARIANCE
57140 FROM WATER FUND-ROI	2,531,102	2,531,102	2,531,102	2,531,102	
57145 FROM WATER FUND-ADMIN. EX	662,963	662,963	662,963	676,222	13,259
57165 FROM SEWER FUND	142,200	142,200	142,200	145,044	2,844
57235 EMPLOYEES HEALTH INSUR.CO					
57000 TRNSFR FROM OTHER FUNDS	7,709,311	7,693,367	7,693,367	7,742,893	49,526
 57500 LIBRARY-OTHER REVENUE					
 58000 REAPPROPRIATION OF SURPLUS					
 50100 OPERATING REVENUES	78,777,151	84,523,051	85,195,618	89,185,298	4,662,247
 50000 REVENUES	78,777,151	84,523,051	85,195,618	89,185,298	4,662,247

City of Evanston

City Council

Description of Major Activities:

The City Council consists of the Mayor, who is elected at large, and nine aldermen, one elected from each of the nine wards for a term of four years.

The City Council formulates policies to guide the orderly development and administration of the City; determines the use of tax dollars and other funding sources to meet the City's needs; holds public hearings to provide citizens with opportunities to be heard; participates in conferences, forums, and meetings of legislative groups and associations; keeps its constituency informed of City issues and activities through ward meetings and public forums, and responds to citizen requests for services and information.

Total Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
City Council		
Part-Time Regular	Mayor	0.00
Part-Time Regular	Alderman (9 elected officials @ 0 FTE)	0.00
Full-Time Regular	Mayor's Assistant	1.00
1300 Total		1.00
City Council Total		1.00

Financial Summary

	2012 Actual	2013 Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
1300 - City Council	405,096	406,161	421,498	434,899
Total:	\$405,096	\$406,161	\$421,498	\$434,899

Performance Report on FY 2013 Major Program Objectives

- The City Council re-codified and substantially re-wrote the City Code.
- In 2013, the City Council performed a review, analysis, and improvement of City procurement processes, including the implementation of "Procurement 101" for local businesses to better understand the procurement process within the City.
- The City Council approved a New Trader Joe's Location.
- Completed Mayor's second "Safe Summer Summit."
- Initiated Mayor's series of "My Evanston, My Neighbors."

City of Evanston

City Council

2014 Department Initiatives

The City Council approved 6 Goals to focus on for the coming year:

- Water and Sewer Infrastructure
- Street/Sidewalks Infrastructure
- Buildings and Facility Infrastructure
- Economic Development
- At Risk Individuals and Families
- Financial Policies

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
Number of ordinances adopted	100	85	130
Number of resolutions adopted	75	60	100
Updated board, committee, commission rosters	9	9	9

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
1300 CITY COUNCIL				
61010 REGULAR PAY	197,389	203,440	203,440	204,644
61420 ANNUAL SICK LEAVE PAYOUT	1,435			
61510 HEALTH INSURANCE	116,185	119,966	119,966	134,686
61615 LIFE INSURANCE	76	76	76	78
61710 IMRF	7,370	8,226	8,226	8,036
61725 SOCIAL SECURITY	12,176	11,615	11,615	11,557
61730 MEDICARE	2,848	2,716	2,716	2,703
62206 TV BROADCASTING		4,165	4,165	4,165
62210 PRINTING	4,599	2,904	2,904	2,904
62275 POSTAGE CHARGEBACKS	331	333	333	333
62280 OVERNIGHT MAIL CHARGES		167	167	167
62285 COURIER CHARGES	2,171	300	1,500	300
62295 TRAINING AND TRAVEL	10,502	5,000	9,000	8,000
62315 POSTAGE	30			
62360 MEMBERSHIP DUES	39,375	28,000	40,000	38,000
62370 EXPENSE ALLOWANCE	173	125	125	125
62380 COPY MACHINE CHARGES	900	619	619	619
62456 OUTSIDE MAIL SERVICES	137	4,000	3,500	4,000
62490 OTHER PROGRAM COSTS	261	3,664	1,500	3,664
64540 TELECOMMUNICATIONS - WIRELESS	592	500	500	500
65010 BOOKS, PUBLICATIONS & MAPS	29	200	200	200
65025 FOOD	6,221	2,500	4,200	2,500
65095 OFFICE SUPPLIES	366	1,500	600	1,500
66025 TRAN.TO DS FUND- ERI DEBT SERV	1,929	1,981	1,981	2,053
66062 SISTER CITY FUNDING		4,165	4,165	4,165
1300 CITY COUNCIL	<u>405,096</u>	<u>406,161</u>	<u>421,498</u>	<u>434,899</u>

City of Evanston

City Clerk's Office

Description of Major Activities:

The City Clerk records the minutes for the City Council and staffs special Council committees. The Clerk produces official minutes of all Council meetings; maintains the City Code and official City and township records; serves as the local election official; is the deputy registrar for voter registration; and performs other election-related activities. The City Clerk also assists the Mayor, Aldermen, and staff with special projects and activities and represents the City at various meetings.

Total Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
City Clerk		
Full-Time Regular	City Clerk	0.00
Full-Time Regular	Deputy City Clerk	1.40
Part-Time	Mail Room Attendant	0.80
1400 Total		2.20
City Clerk Total		2.20

Financial Summary

	2012 Actual	2013 Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
1400 – City Clerk's Office	216,225	228,936	227,947	242,722
Total Expenditures:	\$216,225	\$228,936	\$227,947	\$242,722

Performance Report on FY 2013 Major Program Objectives

- The legal review of the Evanston City Code by departments was restarted by the Law Department and was completed in 2013. The City Code was last codified in 1979.
- The Clerk's Office has provided real estate transfer tax stamps, notary services, and code book sales to customers throughout FY 2013.
- The City Clerk's Office stopped compiling a packet of materials for use by those wishing to run for municipal offices on April 9, 2013. All candidates obtained their information from the Cook County Clerk's website and downloaded the necessary forms. The Office facilitated voting by registering people to vote, arranging for an early voting site at the Civic Center, and providing voters with the means to vote absentee by mail.
- The City Clerk's Office reorganized office space configuration and filing system.
- The Notary laws changed in June 2009; necessary changes to adhere to the revised laws were implemented.
- New FOIA Officers have been designated in compliance with the new Illinois Freedom of Information Act (FOIA) laws.
- Electronic training is mandatory for all designated FOIA officers in the City and was completed by necessary personnel in 2013.

City of Evanston

City Clerk's Office

2014 Department Initiatives

- Continued coordination of FOIA requests continues with an electronic log and files of disposition of FOIA requests.
- The Clerk's Office will provide early voting services for the March 2014 election.
- The Clerk's office will work with the Cook County Department of Elections to facilitate the March, 2014 elections in Evanston.
- The City Clerk's Office will continue to track the number of notary public requests made and determine whether the City's current number of notary publics is sufficient to meet demand.
- The Clerk's Office will possess a copy of all certifications of the FOIA and Open Meetings Act (OMA) designees.
- The Clerk will give a presentation to all directors and managers on the proper procedure for responding to a FOIA request.
- Increasing efforts to become paperless; allow web access for all documents requested from the Clerk's Office.
- Facilitate online Open Meetings Act (OMA) training for elected officials and department heads.
- Continue project to make obtaining documents more accessible to the citizens.

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
Voter registration	360	175	175
Early voters	1,000	1,050	1,075
Real Estate Transfer Tax transactions	1,669	1,500	1,600
Exemptions from Real Estate Transfer Tax	1,485	3,200	1,500
Disabled parking placards	150	176	300
FOIA requests	555	850	1,000
Response to 311 requests	60	100	100

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
1400 CITY CLERK				
61010 REGULAR PAY	97,997	101,456	101,456	105,586
61050 PERMANENT PART-TIME	41,262	49,713	49,713	51,595
61110 OVERTIME PAY	992			
61510 HEALTH INSURANCE	19,902	22,944	22,944	24,250
61615 LIFE INSURANCE	33	32	32	34
61710 IMRF	13,493	9,082	14,500	14,931
61725 SOCIAL SECURITY	8,468	9,147	9,147	9,545
61730 MEDICARE	1,980	2,139	2,139	2,232
62210 PRINTING		876	876	876
62235 OFFICE EQUIPMENT MAINT	1,247	833	833	833
62275 POSTAGE CHARGEBACKS	781	200	800	200
62280 OVERNIGHT MAIL CHARGES	126	65	50	65
62295 TRAINING AND TRAVEL	5,282	5,000	7,000	5,000
62315 POSTAGE	43	35		35
62360 MEMBERSHIP DUES	674	525	600	525
62380 COPY MACHINE CHARGES	750	400	400	400
62457 CODIFICATION SERVICES	11,850	17,330	9,500	17,330
65010 BOOKS, PUBLICATIONS & MAPS	46	650	200	650
65080 MERCHANDISE FOR RESALE	4,957	2,500	1,500	2,500
65095 OFFICE SUPPLIES	2,894	2,000	2,100	2,000
65175 ELECTION SUPPLIES	33	500	650	500
66025 TRAN.TO DS FUND- ERI DEBT SERV	3,415	3,507	3,507	3,635
1400 CITY CLERK	<u>216,225</u>	<u>228,936</u>	<u>227,947</u>	<u>242,722</u>

City of Evanston

City Manager's Office

Description of Major Activities:

The City Manager and the staff of the City Manager's Office develop and analyze public policy alternatives and direct the administration and execution of the policies and goals formulated by the City Council. Responsibilities include: advising the Council on present and future financial, personnel, and program needs; implementing immediate and long-range City priorities; establishing procedures which will assist the City in serving its citizens; and supervising all City departments. Additionally, staff is involved in coordinating large-scale economic development projects, volunteer efforts, program evaluation, environmental sustainability, and policy analysis.

The City Manager's Office coordinates the preparation of the City Council agenda, reviews all items being considered before the governing body, and responds to inquiries from citizens and elected officials. City Manager's Office staff work closely with the public to resolve service delivery problems as well as disseminate information about the City's policies. Staff monitors legislation both in Springfield and Washington D.C. to determine the potential impact on Evanston residents, businesses, and government. The Office also responds to a wide variety of general inquiries.

Total Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
City Manager		
Full-Time Regular	City Manager	1.00
Full-Time Regular	Deputy City Manager	1.00
Full-Time Regular	Executive Assistant	1.00
Full-Time Regular	Administrative Secretary	1.00
Full-Time Regular	Local Government Management Fellow	1.00
1505 Total		5.00
Citizen Engagement		
Full-Time Regular	Citizen Engagement Division Manager	1.00
Full-Time Regular	Web Communications Coordinator	1.00
Full-Time Regular	Citizen Engagement Coordinator	1.00
Full-Time Regular	Citizen Engagement Specialist	2.00
Full-Time Regular	Art Design Coordinator	1.00
1510 Total		6.00
Sustainability		
Full-Time Regular	Sustainable Programs Coordinator	1.00
1535 Total		1.00
Community Arts		
Full-Time Regular	Cultural Arts Coordinator	1.00
1580 Total		1.00
City Manager's Office Total		13.00

*** City Manager's Office also includes the Economic Development Staff. These 6.25 positions are funded out of the Economic Development Fund.

City of Evanston

City Manager's Office

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
1505 - City Manager's Office	628,383	900,021	563,269	771,926
1510 - Community Engagement	802,794	620,148	603,763	713,201
1525 - Misc. Business Operation	75,428	258,200	47,000	258,200
1535 - Sustainability Grant	91,364	94,719	94,386	95,110
1570 - Evanston 150	5,247	-	-	-
1580 - Community Arts	-	-	-	102,678
Total Expenditures:	\$ 1,603,216	\$ 1,873,088	\$ 1,308,418	\$ 1,941,115
Revenues:				
52180 - Cable Franchise Fee	1,078,032	1,000,000	1,078,000	1,078,000
52181 - PEG Fees	129,988	100,000	130,000	130,000
Total Revenues:	\$ 1,208,020	\$ 1,100,000	\$ 1,208,000	\$ 1,208,000

Performance Report on FY 2013 Major Program Objectives

- Partnered with CTA to replace track ties along the purple line in Evanston
- Raised \$23,500 for the YWCA Evanston - Northshore as part of the Nicor Gas Community Energy Challenge, which was used for energy efficiency upgrades of 550 program participants including 191 homeowners and 59 small businesses who participated in the energy assessment
- Increased e-news distribution to 32,500 and increased frequency from bi-weekly to weekly
- Increase social media presence with Instagram and Pinterest Accounts; increased following to include 4,688 Facebook "likes" and 4,700 Twitter followers
- Continued "Engage Evanston" community budgeting process for FY 2014 Budget using MindMixer online community engagement service
- Partnered with Northwestern to coordinate "Kits and 'Cats Week" Kick-off Celebration and game
- Hosted 2nd Jalisco en Evanston in concert with the Federation of Hometown Associations from the State of Jalisco, Mexico, Fedejal
- Co-sponsored the first Hispanic Heritage Month Festival at Robert Crown Community Center
- Organized the 4th annual "Evanston Day" in Springfield, IL to lobby for Evanston issues at the State Capitol, in cooperation with Northwestern University, Evanston Schools, and non-profits
- Supported the successful negotiation of a second electricity aggregation contract for Evanston residents and small businesses, offering savings to energy users and reducing greenhouse gas emissions by 77,029 metric tons of CO2 with a 100% green energy contract
- Assisted in securing a high speed internet grant for the Chicago Main Street Corridor from the Illinois Department of Commerce and Economic Opportunity (DCEO)
- Worked with CTA and Union Pacific (UP) Railroad to clean up multiple places along the CTA and Metra Tracks
- Produced eight editions of the Sustainability News & Events e-newsletter and built distribution to over 1,000 e-mail addresses
- Created the Evanston "GreenBuzz" website to provide residents with information on organizations, events, and news related to the environment, climate change, and sustainability in Evanston
- Successfully secured \$446,456 in grant funding and in-kind services to support energy efficiency upgrades at Sherman Plaza parking garage and Chandler-Newberger Community Center
- Increased youth participation in the Sustainability Internship Program to 850 volunteer and 500 paid hours
- Convened two Sustain Evanston meetings with attendance of 40 community leaders working to foster collaboration on sustainability efforts

2014 Department Initiatives

City of Evanston

City Manager's Office

- Work with CTA to find long-term funding solutions for Purple Line rebuilding
- Complete the STAR Communities Pilot program which includes data collection and reporting to earn Evanston a community-wide sustainability rating
- Coordinate “Drive Less, Live More Campaign” with RTA and Active Transportation Alliance to reduce vehicle emissions and promote biking, public transit, and walking
- Implement new 311 CRM Software and mobile app

2014 Department Objectives

- Reduce City and community energy usage by leveraging existing utility programs and grant funding
- Convene two meetings annually with the “Sustain Evanston” network with a focus on incorporating environmental, economic, and social elements into collaborative programs and projects
- Continue to educate the community in the benefits of waste reduction, recycling, and composting

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
Prepare agendas and materials for regular and special City Council, Planning and Development, Rules and Administration and Public Works meetings	107	48	107
Number of City of Evanston volunteer opportunities	75	85	85
Number of volunteer opportunities featured on VEP website	108	120	120
Number of organizations featured on VEP website	66	80	80
311 center calls handled	125,100	150,000	150,000
311 center service requests handled	21,077	35,000	35,000

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
1500 CITY ADMINISTRATION				
61010 REGULAR PAY	903,150	989,026	858,859	1,078,031
61055 TEMPORARY EMPLOYEES	48,155			
61060 OVERTIME-CHGBK	19,067			
61210 LONGEVITY	1,963	2,347	2,403	2,376
61420 ANNUAL SICK LEAVE PAYOUT	1,640			
61510 HEALTH INSURANCE	115,537	145,713	68,457	136,743
61615 LIFE INSURANCE	924	744	1,094	697
61625 AUTO ALLOWANCE	11,459	10,980	10,980	10,980
61626 CELL PHONE ALLOWANCE	3,878	4,416	2,092	2,544
61655 EMPLOYEE LOANS - INTEREST EXPE	1,900			
61710 IMRF	92,346	112,323	96,060	118,845
61725 SOCIAL SECURITY	54,348	61,088	57,903	66,223
61730 MEDICARE	13,913	14,287	14,250	15,488
62205 ADVERTISING	17,489	15,044	6,782	15,044
62210 PRINTING	5,493	2,832	7,158	2,832
62250 COMPUTER EQUIPMENT MAINT	40			
62275 POSTAGE CHARGEBACKS	984	999	666	999
62280 OVERNIGHT MAIL CHARGES	39	167		167
62285 COURIER CHARGES	198	83		83
62295 TRAINING & TRAVEL	33,237	29,189	26,926	29,189
62315 POSTAGE		2,499		2,499
62341 INTERNET SOLUTION PROVIDERS	5,000			
62360 MEMBERSHIP DUES	12,437	8,663	11,500	12,333
62458 OUTSIDE COPY SERVICES		750		750
62490 OTHER PROGRAM COSTS	585	750	656	2,450
62506 WORK-STUDY	3,145	3,300	3,300	3,300
62509 SERVICE AGREEMENTS / CONTRACTS		115,000		85,000
62665 CONTRIB TO OTHER AGENCIES	106,800	50,000	52,000	50,000
64540 TELECOMMUNICATIONS - WIRELESS	2,174			
64545 PERSONAL COMPUTER SOFTWARE	1,881	3,500		3,500
65010 BOOKS, PUBLICATIONS, MAPS	2,157	1,749	490	1,749
65025 FOOD	500			
65095 OFFICE SUPPLIES	2,162	1,516	2,278	2,100
65125 OTHER COMMODITIES	5,945	880	548	880
65555 PERSONAL COMPUTER EQUIPMENT	3,553			
65625 FURNITURE, FIXTURE & EQUIPMENT	700			
65630 LIBRARY BOOKS				
65635 PERIODICALS		175	151	175
66025 TRAN.TO DS FUND- ERI DEBT SERV	28,503	29,471	29,471	30,541
66030 OTHER INSURANCE CHARGEBACKS	7,397	7,397	7,397	7,397
68205 CONTINGENCIES	94,543	258,200	47,000	258,200
1500 CITY ADMINISTRATION	1,603,216	1,873,088	1,308,418	1,941,115

City of Evanston

Law Department

Description of Major Activities:

The Law Department provides for and supervises all legal services for the City. The Department provides legal advice and/or opinions to the City Council and standing committees, City Manager, City staff, elected officials, and City boards and commissions. The Department drafts or reviews ordinances and resolutions and researches the legal basis and constitutional limitations of home rule authority on all legislative issues. The Department represents the City in housing court prosecutions, traffic court prosecutions, and administrative adjudication hearings as necessary. The Department represents the City in all general litigation matters including, but not limited to, general tort litigation, personal injury, property damage, employment discrimination, civil rights, and special assessments. The Department prepares or reviews all contracts, leases, easements and plats, and by request, provides advice on public bidding and purchase procedures. The Department supervises the liquor licensing activities in the City and supervises the Administrative Adjudication Division.

The Department, through the Insurance Fund, supervises the general liability third-party administration of claims. The Department recommends the purchase of insurance in all areas of exposure including general liability, all risk property, ambulance attendants, inland marine, and crime. The Department, in conjunction with the City Manager's Office, reviews safety and risk issues and all third-party matters. The Department is responsible for the risk transfer and subrogation programs throughout the City.

Total Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
Legal Administration		
Full-Time Regular	Corporation Counsel/City Attorney	1.00
Full-Time Regular	Deputy City Attorney	1.00
Full-Time Regular	Assistant City Attorney II	2.00
Full-Time Regular	Executive Secretary (to Department Head)	1.00
Full-Time Regular	Administrative Adjudication Manager	1.00
Full-Time Regular	Administrative Adjudication Aide	1.00
1705 Total		7.00
Law Department Total		7.00

Financial Summary

	2012 Actual	2013 Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
1705 – Legal Administration	975,265	989,154	1,000,853	1,045,232
Total Expenditures:	\$975,265	\$989,154	\$1,000,853	\$1,045,232

City of Evanston

Law Department

	2012 Actual	2013 Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues:				
52040 – Liquor Licenses	441,498	330,000	400,000	330,000
52041 – One-Day Liquor License	11,435	8,200	8,000	8,200
52570 – Non-parking Ordinance Violations	336,729	262,825	340,000	262,825
Total Revenues	\$789,662	\$601,025	\$748,000	\$601,025

Performance Report on FY 2013 Major Program Objectives

- Continued jury trial success in state and federal courts, forcing Plaintiffs to voluntarily dismiss their cases while not incurring outside attorneys' fees. Verdict for City in the Joan Dachs Bais Yaakov (JDBY) case, thereby ensuring suitable economic development at subject site.
- Continued to assist all departments with ongoing Illinois Freedom of Information Act (FOIA) requirements to ensure policies, procedures, and training programs are legally compliant. Completed and fulfilled all required statutory training courses and certifications. Obtained Attorney General approval of action in majority of situations implicating FOIA and Open Meetings Act issues.
- Litigated 80-90% of cases by in-house City attorneys to improve cost-effectiveness, results, and responsiveness.
- Analyzed, evaluated, and implemented enhanced risk management strategies for City departments.
- Continued fulfillment of 2013 Strategic Plan Goal #10 to implement best practices for service delivery and enhanced customer service to staff and residents.
- Revised the Evanston City Code's liquor licensing provisions; this was the first time this component of the Code was comprehensively revised since 1972.

2014 Department Initiatives

- Continued support and participation in accomplishing Strategic Plan Goals for 2014
- Continued representation and negotiation of City labor contracts
- Analyze, evaluate, and implement ongoing risk management strategies, with specific focus upon mitigating workers' compensation claims
- Evaluate possible revisions to zoning and planning regulations
- Evaluate and pursue legal strategies to enhance City revenues
- Continue to prevail in litigation at the pre-trial motion stage and at verdict

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
1700	LAW DEPARTMENT				
61010	REGULAR PAY	579,147	590,034	622,000	629,964
61210	LONGEVITY	1,706	1,685	1,684	1,728
61415	TERMINATION PAYOUTS	6,940			
61420	ANNUAL SICK LEAVE PAYOUT	1,118			
61510	HEALTH INSURANCE	93,074	76,996	76,996	87,126
61615	LIFE INSURANCE	557	485	485	598
61625	AUTOMOBILE ALLOWANCE	5,009	4,980	4,980	4,980
61626	CELL PHONE ALLOWANCE	2,055	2,544	2,544	2,544
61710	IMRF	59,102	67,042	67,042	69,486
61725	SOCIAL SECURITY	32,495	36,334	36,334	38,299
61730	MEDICARE	8,125	8,497	8,497	8,957
62130	LEGAL SERVICES - GENERAL	31,654	34,800	20,000	34,800
62275	POSTAGE CHARGEBACKS	4,157	2,999	2,999	2,999
62295	TRAINING & TRAVEL	2,991	3,500	3,500	3,500
62315	POSTAGE		250	200	250
62345	COURT COST/LITIGATION	2,209	21,000	20,000	21,000
62360	MEMBERSHIP DUES	3,438	2,800	2,600	2,800
62380	COPY MACHINE CHARGES	4,673	3,215	3,200	3,215
62500	TECHNICAL INFORMATION SERVICES		4,000		
62506	WORK-STUDY		1,900		1,900
62509	SERVICE AGREEMENTS / CONTRACTS	93,067	87,500	87,500	87,500
62550	LEGAL SERVICES - CHARGEBK	1,056			
65010	BOOKS, PUBLICATIONS, MAPS	16,913	9,200	13,700	14,000
65045	LICENSING/REGULATORY SUPP	128	2,400		2,400
65085	MINOR EQUIPMENT & TOOLS		400		
65095	OFFICE SUPPLIES	3,483	3,800	3,800	3,800
66025	TRAN.TO DS FUND- ERI DEBT SERV	15,715	16,338	16,338	16,931
66030	OTHER INSURANCE CHARGEBACKS	6,454	6,454	6,454	6,454
1700	LAW DEPARTMENT	975,265	989,154	1,000,853	1,045,232

City of Evanston

Administrative Services Department

Description of Major Activities:

As a means to increase efficiency, the Administrative Services Department was created in FY 10-11. The Administrative Services Department is organized into the following divisions: General Administration, Finance, Human Resources, Information Technology, and Revenue/Parking Operations. The Department provides technical support related to accounting; revenue; purchasing; budget; recruitment; testing, training, and selection of employees; payroll; workers' compensation; labor relations; employee wellness; software development and application administration; network, server, and database administration and software training. The Department also includes parking administration, enforcement operations, and crossing guards.

Total Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
Admin Services Gen Support		
Full-Time Regular	Administrative Services Director/Chief Financial Officer	1.00
Full-Time Regular	Senior Management Analyst	1.00
Full-Time Regular	Management Analyst	1.00
Full-Time Regular	Administrative Secretary	1.00
1905 Total		4.00
Revenue Division		
Full-Time Regular	License and Measure Inspector	1.00
Full-Time Regular	Customer Service Representative	3.00
1910 Total		4.00
Payroll		
Full-Time Regular	Payroll Pension Administrator	1.50
Full-Time Regular	Payroll Manager	1.00
1915 Total		2.50
Accounting		
Full-Time Regular	Finance Manager	1.00
Full-Time Regular	Accounting Manager	1.00
Full-Time Regular	Payroll Pension Administrator	0.50
Full-Time Regular	Senior Accountant	3.00
Full-Time Regular	Accounts Payable Coordinator	1.00
1920 Total		6.50
Purchasing		
Full-Time Regular	Purchasing Manager	1.00
Full-Time Regular	Purchasing Specialist	2.00
1925 Total		3.00

City of Evanston

Administrative Services Department

Employee Status Description	Job Type Description	2014 Position FTE
Human Resources		
Full-Time Regular	Human Resources Division Manager	1.00
Full-Time Regular	Human Resources Specialist	3.00
Full-Time Regular	Human Resources Assistant	2.00
1929 Total		6.00
Information Technology		
Full-Time Regular	Information Systems Division Manager	1.00
Full-Time Regular	Database Administrator	1.00
Full-Time Regular	Network Administrator	2.00
Full-Time Regular	Programmer Analyst	1.00
Full-Time Regular	Tech Support Specialist I	2.00
Full-Time Regular	Tech Support Supervisor	1.00
Full-Time Regular	GIS Analyst	2.00
Full-Time Regular	Application and Development Manager	1.00
1932 Total		11.00
Parking Enforcement and Tickets		
Full-Time Regular	Parking Enforcement Officer	10.00
Full-Time Regular	Parking Operations Clerk	1.00
Full-Time Regular	Parking Enforcement Coordinator	1.00
1941 Total		12.00
Administrative Services Total		49.00

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
1905 – Admin. General Support	500,855	623,458	581,430	630,502
1910 – Revenue Division	1,370,440	858,839	826,478	854,748
1915 – Payroll	282,133	289,322	290,324	286,038
1920 – Accounting	744,299	824,169	823,279	822,729
1925 – Purchasing	199,296	310,213	251,982	331,910
1929 – Human Resource Division	881,693	1,380,976	1,069,996	1,378,125
1932 – Information Technology	2,304,478	2,407,868	2,262,150	2,441,740
1940 – Misc. Exp/Transfers *	103,448	466,000	466,000	466,000
1941 – Pkg. Enfr. & Tkt. Process	1,162,400	1,243,852	1,227,460	1,243,019
1942 – School Crossing Guards	333,869	371,795	371,795	371,795
Total Expenditures:	\$7,882,911	\$8,776,492	\$8,170,894	\$8,826,606

City of Evanston

Administrative Services Department

	2012 Actual	2013 Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues:				
52010 – Vehicle Licenses	2,562,972	2,600,000	2,600,000	2,700,000
52505 – Parking Fines	2,681,392	3,450,000	2,800,000	3,450,000
52530 – Boot Release Fee	71,250	80,000	65,000	80,000
Total Revenues:	\$5,315,614	\$6,130,000	\$5,465,000	\$6,230,000

Performance Report on FY 2013 Major Program Objectives

- Initiated 73 recruitment processes as of October 2, 2013, including two executive searches: Community Development Director and Zoning Division Manager. Hired 41 regular staff as of October 2, 2013, including 7 police officers and 2 firefighters.
- Updated the on-boarding of new employees to ensure no ineligible people are carried going forward on City insurance.
- Bid out and conducted entry level Police Officer and Firefighter processes and Police promotional process.
- Continued to monitor department overtime usage reduce overtime costs.
- Monitored department seasonal and temporary personnel usage to reduce unemployment costs.
- Organized and facilitated an Ad Hoc Recruitment and Retention Committee to explore organizational trends and opportunities.
- Coordinated City-wide National Public Service Recognition Week service awards.
- Worked on resolving issues identified in the 2012 OSHA self-inspection including work on Automated External Defibrillator (AED) units, first aid kits, and fire extinguishers. Worked with City-wide Safety Committee to discuss and address issues in OSHA report, propose city-wide goals, policies and future practices in order to reduce future injuries of staff.
- Worked with Safety Committee to review and update City-wide Safety Manual.
- As of October 1, 2013, settled 6 Worker's Compensation claims; Reduced Workers Compensation costs.
- Updated the Personnel Manual, offered seven sessions to discuss changes, and collected Acknowledgement forms from all employees.
- Monitored vacation and comp time accruals.
- Managed COLA implementation for all union and non-union staff.
- As of October 2, 2013 processed the on-boarding and termination of 558 seasonal employees (youth and adult).
- Supported and helped to coordinate the utilization of Peer Fitness Trainers in the Fire Department to reduce injuries, increase physical fitness, and improve nutrition.
- Payroll costs associated with injury are down in the Fire Department by \$176,000 over 2012 costs
- Initiated injury prevention training with Utilities, Parks/Forestry, Streets/Sanitation, Facilities Management and Fleet Services
- Supported negotiations of three collective bargaining contracts (IAFF, AFSCME, and FOP)
- Initiated a second Wellness Program with the goal to reduce health insurance costs in the future. Participation increased by 20% over FY 2012.
- Developed a City-wide Insurance and Wellness Committee to review insurance programs and opportunities for reducing costs without cutting benefits, at the same time increasing wellness of employees.
- Offered a Medicare seminar to retirees and Medicare eligible employees
- Concluded a non-union Classification and Compensation study which will update non-union job descriptions and recommend comparable salaries.
- Issued RFP and completed RFP process to select First Bank & Trust for depository and other banking services.

City of Evanston

Administrative Services Department

- Implementation of finance and payroll modules of the new financial system is due for completion in December, 2013.
- Successfully migrated COE Exchange email server from aged physical server environment to privately hosted VMware cloud.
- Successfully Migrated GIS, City Works, and Accela databases from Oracle to Microsoft SQL databases on COE privately hosted VMware cloud.
- Successfully introduced VMware 5.1 environment into COE datacenter; consolidated over 8 physical servers into virtual; migrated over 50 pre-existing virtual servers onto new private VMware cloud.
- Continued with standardization of OS/productivity suite on desktops; less than 40% of all desktops in COE need to be upgraded.
- At the Sherman Garage, energy efficient induction lighting was installed throughout the entire structure reducing energy costs by 20%. Project funded in full by State of Illinois energy grants
- Facade repairs were completed at the Sherman Garage.
- The selection of a firm was completed for the replacing the current meter technology with meters and pay stations that accept both coin and credit cards.
- Staff worked with Community Development in the selection of a firm to create a Comprehensive Signage Design manual that will be used as a template for future citywide directional sign initiatives.
- Citywide distribution of an updated COE Purchasing Card Manual with new GRAM platform and distributed Citywide.
- Updated standard Request for Proposal (RFP)/Bid document templates.
- Revised Minority/Women/Evanston Business Enterprise (M/W/EBE) instructions and forms.
- Collected \$188,000 in outstanding debts owed to the City through September and anticipate total collections of outstanding debts at \$230,000 for Fiscal Year 2013.

2014 Department Initiatives

- Finalize implementation of new financial software system including business analytics and e-suite modules.
- Train all employees on the new financial system so they can access their benefits and compensation records to increase the percentage of people using direct deposit.
- Re-establish a city-wide training component which will develop, coordinate, and initiate the new employee orientation, supervisor trainings, and other citywide training initiatives as part of an intensified effort to recruit and retain highly qualified employees.
- Work with departments to expand staff development opportunities, in an effort to strengthen the City's ability to recruit and retain highly qualified employees.
- Decrease employee injuries by continuing development and implementation of a stronger safety program.
- Continue to emphasize worker safety through training and identification of workplace hazards; this should result in further reduction in Workers Compensation costs.
- Issue benefit summary letters to all staff outlining the cost of City paid benefits they receive
- Initiate injury prevention training with the Police Department.
- Continue to work with Departments to establish and support short and long-term safety goals
- Recruit a new Director of Parks, Recreation and Community Services.
- Work with all Department Directors to establish structures which support their departmental goals.
- Provide educational programs for staff to address issues of concern identified through the Wellness Program.
- Complete transition of all operating services/bank accounts to First Bank & Trust from Chase Bank.
- Update aged desktop infrastructure with virtual desktop infrastructure or physical replacements; targeting 100 replacements in 2014.
- Continue with standardization of OS/Productivity suite on desktops throughout City.
- Upgrade OS/Server/Support on Cisco VoIP environment.
- Rewrite and replace GIS web applications and GIS web portal.

City of Evanston

Administrative Services Department

- Continue with consolidation of physical servers and appliances onto privately hosted VMware cloud environment.
- Implement disaster recovery best practices - build offsite DR location at additional City location.
- Expand the use of the on-line payment option for a variety of programs and initiatives resulting in excess of \$60,000 received with greater convenience to the residents of the City; it is anticipated that payments through the online option will double in 2014.
- The completion of the a citywide upgrade of parking meter technology that will include a combination of pay by space, pay and display and single-head meters that accept coin and credit cards.
- Development of an RFP/Bid, purchase, and installation to replace the Parking Access and Revenue Control System (PARCS) and the three (3) downtown parking garages to meet Payment Card Industry (PCI) compliance by November 2014.
- In partnership with the Community Development Department, a Comprehensive Signage Design RFP was developed in FY 2011 to ask for design and implementation strategies involving new directional signage throughout the City. The development of financial and implementation strategies, based on recommendations and selections of designs, was completed in 2013. Partial implementation of new signs expected toward the 2nd quarter of FY 2014. This is a multi-year project.
- Provide training for purchasing card users.
- Provide on-going training for purchasing policies and procedures, through scheduled training sessions and quarterly department meetings.
- Provide department, end users and vendors e-Purchasing access, via City Purchasing web page.
- Standardize Citywide over \$20,000 Commodity Purchases Bid template.
- Solicit responses for RFP for COE Stationery; provide departments with online business cards, letterhead paper, and envelope ordering access.
- Collect \$250,000 in outstanding debts owed to the City.

Activity Measures

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
Percent of available cash invested	65	75	80
Quarterly financial management reports	4	4	4
Quarterly investment reports	4	4	4
# of vehicle stickers issued	35,996	36,500	37,000
Preparation of final fund trial balance for annual independent audit	4/10/2013	4/10/2014	04/15/2015
Preparation of schedule of Federal financial assistance for the Single Audit Act of 1984	6/30/2013	8/15/2014	08/30/2015
Preparation of Police and Fire Pension Fund filings with Illinois Department of Insurance	6/30/2013	6/30/2013	06/30/2014
File for Certificate of Achievement for Excellence in financial reporting with Government Finance Officers Association	6/30/2013	6/30/2014	06/30/2015
Number of Information Technology Service Desk requests closed	4,800	5,000	
Civil Service Commission Meetings	15	5	5
Positions Filled – Full-Time	40	40	40
Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
Positions Filled – Part-Time / Seasonal	30/550	30/550	30/650
Regular Checks Issued*	8,100	8,100	6,500
Manual Checks Issued	200	200	100

* With new financial system, the City's goal is to get more employees on direct deposit

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
1900 ADMIN.SERVICES DEPARTMENT				
61010 REGULAR PAY	3,241,390	3,493,445	3,244,710	3,616,239
61050 PERMANENT PART-TIME	14,784			
61055 TEMPORARY EMPLOYEES	5,755	4,915	4,915	4,915
61060 SEASONAL EMPLOYEES	308,565	352,098	357,098	352,098
61110 OVERTIME PAY	28,249	33,775	29,191	33,775
61210 LONGEVITY	31,523	33,881	34,575	39,218
61410 SHIFT DIFFERENTIAL	6,262	6,422	6,422	6,075
61415 TERMINATION PAYOUTS	47,671			
61420 ANNUAL SICK LEAVE PAYOUT	20,841			
61430 OTHER PAYOUTS	40,354-	141,000	141,000	141,000
61510 HEALTH INSURANCE	480,659	562,832	561,076	557,775
61615 LIFE INSURANCE	26,113	2,101	1,889	1,801
61625 AUTO ALLOWANCE	5,990	6,780	6,780	6,780
61626 CELL PHONE ALLOWANCE	6,698	7,224	5,304	5,304
61630 SHOE ALLOWANCE	1,705	1,705	1,705	1,860
61665 FLEX SPENDING ACCT MAINT FEES	6,169			
61710 IMRF	342,741	399,646	368,503	402,100
61725 SOCIAL SECURITY	223,001	238,423	221,054	245,679
61730 MEDICARE	53,043	55,760	52,294	57,457
62110 AUDITING	77,905	120,000	120,000	120,000
62160 EMPLOYMENT TESTING SERVICES	12,574	195,000	60,000	195,000
62175 IS SERVICES	6,814	6,600	7,800	6,600
62185 OTHER CONSULTING SERVICES	65,905	98,800	139,254	134,800
62205 ADVERTISING	5,388	3,310	3,339	3,310
62210 PRINTING	2,930	5,750	5,750	5,750
62235 OFFICE EQUIPMENT MAINT		250	250	250
62250 COMPUTER EQUIPMENT MAINT	32,211	54,450	52,714	54,450
62270 MEDICAL/HOSPITAL SERVICES	46,614	51,150	51,150	51,150
62274 TEST ADMINISTRATION	25,403	48,000	40,000	48,000
62275 POSTAGE CHARGEBACKS	12,579	20,400	14,500	14,400
62280 OVERNIGHT MAIL CHARGES	685	200	600	200
62295 TRAINING AND TRAVEL	32,090	33,319	25,600	33,319
62305 RENTAL OF AUTO-FLEET MAINTEN.	99,756	101,786	101,256	101,786
62309 RENTAL OF AUTO REPLACEMENT	27,810	27,810	25,890	27,810
62310 CITY WIDE TRAINING	14,112	20,000	17,000	29,000
62315 POSTAGE	44,943	41,000	30,000	41,000
62340 COMPUTER LICENSE & SUPPORT	396,094	446,363	456,047	437,163
62341 INTERNET SOLUTION PROVIDERS	17,475	9,850	9,648	9,850
62360 MEMBERSHIP DUES	6,815	7,650	7,919	7,650
62380 COPY MACHINE CHARGES	22,115-	5,738	5,509	5,738
62431 ARMORED CAR SERVICES	24,926	24,000	38,000	38,000
62449 CITATION & SECO.COLLEC PROCESS	381,590	400,000	370,000	370,000
62451 TOWING AND BOOTING CONTRACTS	45,410	44,982	35,000	44,982
62490 OTHER PROGRAM COSTS		500	500	500
62506 WORK-STUDY	3,380	2,416	3,027	2,416
62509 SERVICE AGREEMENTS / CONTRACTS	79,117	153,500	150,000	50,000
62512 RECRUITMENT	42,885	62,000	50,000	62,000
62630 UNEMP. COMP. & ADMIN. FEE	198,036	300,000	155,000	300,000
62655 LEASE PAYMENTS	2,551			
62705 BANK SERVICE CHARGES	20,945			
62706 REVENUE SHARING AGREEMENTS	129,029	325,000	325,000	325,000
64005 ELECTRICITY	1,043	2,000	1,500	2,000

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
64505	TELECOMMUNICATIONS - CARRIER L	125,811	120,000	150,000	150,000
64510	TELECOMMUNICATIONS EQUIPMENT	3,320	3,500		3,500
64515	TELECOMMUNICATIONS EQUIPMENT M	13,613	23,400	20,200	23,400
64540	TELECOMMUNICATIONS - WIRELESS	29,077	25,400	24,400	25,400
64541	AZAVAR UTILITY TAX AUDIT SVC	10,538	11,500	11,500	11,500
64545	PERSONAL COMPUTER SOFTWARE	2,706	4,000	4,000	4,000
65010	BOOKS, PUBLICATIONS, MAPS	1,806	3,133	2,283	3,133
65020	CLOTHING	5,198	4,998	4,998	4,998
65025	FOOD	528			
65045	LICENSING/REGULATORY SUPP	35,980	46,664	45,000	46,664
65090	SAFETY EQUIPMENT	673	26,833	26,833	833
65095	OFFICE SUPPLIES	79,667	71,600	61,700	71,600
65125	OTHER COMMODITIES	10,893	17,850	17,850	17,850
65555	PERSONAL COMPUTER EQUIPMENT	189,356	284,200	253,354	284,200
65615	WAN CONNECTIONS/LINE CHARGES	35,936	39,073	67,496	39,073
65620	OFFICE MACH. & EQUIP.	107			
65625	FURNITURE, FIXTURE & EQUIPMENT	3,784	1,250	1,250	1,250
65630	LIBRARY BOOKS	40			
66020	TRANSFERS TO OTHER FUNDS	550,056			
66025	TRAN.TO DS FUND- ERI DEBT SERV	100,024	103,170	103,170	106,915
66030	OTHER INSURANCE CHARGEBACKS	38,091	38,091	38,091	38,091
1900	ADMIN.SERVICES DEPARTMENT	7,882,911	8,776,492	8,170,894	8,826,606

City of Evanston

Community Development Department

Description of Major Activities:

The Community Development Department's mission is to enhance the character and diversity of Evanston's neighborhoods, commercial areas and housing stock that expands opportunities for residents, promotes a healthy environment and enables a high quality of life throughout the City.

Specific objectives to achieve this mission include:

- All Evanston residents live in decent, clean, and safe housing
- New construction and rehabilitation projects meets current safety and building code standards
- The viability of Evanston's neighborhoods and downtown are maintained through a balance of retaining existing and creating new residential opportunities
- Assist low and moderate income homeowners to maintain their property, by providing technical and financial assistance
- New development opportunities are attracted to the City to enhance the tax base and promote job creation
- Redevelopment is promoted in appropriate areas of the City
- The historic character of Evanston's architecture and design is celebrated and preserved
- Opportunities are provided for citizen engagement and participation to achieve desired community development
- Develop additional housing for low/moderate income households based on needs, including affordable senior housing, and promotion and implementation of the integration of affordable housing throughout the city continues. Community Development Block Grant (CDBG) funds are focused in two Neighborhood Revitalization Strategy Areas (NRSA) in west and south Evanston.
- Zoning districts and associated use and density controls are regularly updated to ensure that the ordinance encourages and allows for the types and levels of development appropriate in various areas of the City.
- Assist new business applicants with the business licensing process
- Explore and develop relationships with surrounding communities in order to maximize purchasing power

Total Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
Community Development Administration		
Full-Time Regular	Director of Community Development	0.75
Full-Time Regular	Management Analyst	1.00
2101 Total		1.75
Planning and Zoning		
Full-Time Regular	Planning and Zoning Administrator	1.00
Full-Time Regular	Executive Secretary (Non-Dept. Head)	1.00
Full-Time Regular	Neighborhood and Land Use Planner	1.00
Full-Time Regular	Zoning Planner	1.00
Full-Time Regular	Zoning Officer	1.00
Full-Time Regular	Senior Planner/Preservation Coordinator	1.00
2105 Total		6.00
Housing Rehab		
Full-Time Regular	Construction Rehabilitation Specialist	1.00
Full-Time Regular	Customer Service Representative	0.60
2120 Total		1.60

City of Evanston

Community Development Department

Employee Status Description	Job Type Description	2014 Position FTE
Building Inspection Services		
Full-Time Regular	Customer Service Representative	3.40
Full-Time Regular	Sign Inspector / Graffiti Tech	1.00
Full-Time Regular	Electrical Inspector II	1.00
Full-Time Regular	Plumbing / Mechanical Inspector	2.00
Full-Time Regular	Structural Inspector / Plan Examiner	1.00
Full-Time Regular	Plan Review and Permits Supervisor	1.00
Full-Time Regular	Building Construction Inspection Supervisor	1.00
Full-Time Regular	Building/Inspection Services Division Manager	1.00
2126 Total		11.40
Community Development Total*		20.75

* Community Development Department also includes staff managing various grant programs (i.e. CDBG, NSP2, HOME, Affordable Housing etc. These 4.15 positions are funded out of their respective programs.

Financial Summary

	2012 Actual	2013 Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
2101 – CD Administration	318,025	253,346	226,800	241,281
2105 – Planning & Zoning	794,247	770,882	726,365	786,028
2120 – Housing Rehabilitation	842,672	167,627	168,287	178,271
2126 – Building Inspection Serv.	1,052,175	1,342,034	1,339,595	1,351,107
2128 – Emergency Sol. Grant	70,767	187,373	194,950	96,200
Total Expenditures:	\$3,077,886	\$2,721,262	\$2,655,997	\$2,652,887
Revenues:				
52015 – Business Licenses		150,000	100,000*	100,000*
52030 – Contractor Licenses	82,970	77,302	77,302	77,000
52080 – Building Permits	3,546,648	3,020,000	3,270,000	4,135,000
52090 – Plumbing Permits	157,020	135,000	135,000	135,000
52095 – Electrical Permits	190,278	130,000	130,000	130,000
52105 – Sign / Awning Permits	7,437	8,330	8,330	8,330
52110 – Other/Misc. Permits	308,623	183,260	200,000	200,000
52115 – Elevator Permits	56,185	41,650	48,000	48,000
52120 – Heating Vent. A/C Permits	422,333	210,000	285,000	285,000
52145 – Annual Sign Fees	26,181	25,000	25,000	25,000
52155 – Plat Approval Fees	1,650	2,100	2,300	2,300
52560 – Permit Penalty Fees	7,994	7,500	7,500	7,500
53666 – Historic Preserv. Fees	6,500	6,500	6,500	6,500
53695 – Zoning Fees	27,000	25,000	40,000	40,000
55275 – HUD Emerg. Shelter	139,073	204,770	203,634	104,000
Total Revenues:	\$4,979,892	\$4,226,412	\$4,538,566	\$5,303,630

* 2013 was the first year for the Department to collect business license renewals and new business license application fees. Estimates may be revised as a result of YTD actuals in December 2013.

Community Development Department

Performance Report on FY 2013 Major Program Objectives

The Community Development Department has achieved or exceeded most of its objectives for FY 2013. Building Permit revenues will exceed budget estimates for fiscal year 2013 by an estimated \$500,000. The total value of building permits issued in 2013 increased over those purchased in 2012, and the revenue generated by the building permits has increased significantly over the same period last year as new several new larger scale rental housing, commercial development, and Northwestern University projects were approved.

The Graffiti Removal Program continues to rapidly address graffiti and illegal signage placed on public structures and streets. In addition, staff continued to assist eligible homeowners through the Housing Rehabilitation program, which allowed several Evanston residents to make much needed improvements to safety and livability of their residences so that they can remain within their homes while enhancing the curb appeal of their properties and the adjacent neighborhoods.

The NSP2 Program has achieved its objectives for 2013. One hundred and one units have been acquired representing 68 properties. Seventy seven units have been completed to date; 26 units have been sold and 30 have been rented as of August 22, 2013. NSP2 funds are being used to mitigate the impact of foreclosed property through acquisition, rehabilitation, and re-occupancy of these residential properties through a partnership with Brinshore Development. In addition to the scattered site program, the Emerson Square development is near completion and will provide an additional 32 low and moderate income dwelling units. First move-ins began in July 2013. Dedication of the street and public park is being planned for late fall 2013. All construction will be complete by year end 2013 and most properties will be sold or rented. Four properties will be land banked and one will be transferred to Evanston Township High School for its homebuilding project.

Three planned developments are near completion and total over 500 units of new market rate rental housing values over \$100 million. This includes AMLI on Chicago at Kedzie; the Focus Development Project that revitalized a long vacant, blighted, and foreclosed site on Ridge north of Church; and the Central Street Station mixed use development that will include restaurants and retail uses on the East Side of Central that has been underdeveloped. All of these projects will have certificates of occupancy and will be occupied in 2013. Two new residential market rate rental towers will be constructed at Emerson and Maple in 2014. Northwestern University will break ground on the new Kellogg School of Management in 2014. The construction value of Kellogg and the residential towers will be of significant financial value.

City of Evanston

Community Development Department

Ongoing Activity Measures

Activities	2012 Actual	2013 Estimate	2014 Projected
Total Building Permits Issued	3,176	3,100	3,100
Total Building Inspections	5,466	6,000	6,000
Total Building Construction Work w/o permits investigated	69	75	75
Housing units rehabilitated (major	13	15	15
Total Elevator Inspections	1,648	1,665	1,700
Contractor Licenses Issued/Renewed	782	780	780
Planning & Development Committee Meetings	17	17	17
Plan Commission and Zoning Committee Meetings	20	17	20
Zoning Board of Appeals Meetings	18	24	24
Preservation Commission Meetings	12	9	12
Sign Review and Appeals Board Meetings	8	8	8
Site Plan and Appearance Review Committee Meetings	38	27	30
Graffiti tags removed by graffiti technician	7,777	7,800	7,800
Preservation cases	293	200	230
Zoning Analysis Cases	240	305	325
Special Uses	9	20	20
Variations (Major)	17	26	26
Planned Development/Amendments	3	5	6
Variations (Minor)	42	50	55
Text & Map Amendments	12	10	12
NSP2 Housing Units Acquired	12	12	Completed
NSP2 Housing Units under Rehab/ Construction	81 (including Emerson Square)	78	Completed
NSP2 Housing Units Completed	42	78	Completed
NSP2 Housing Units Occupied	32	87	Completed
Affordable Housing Units Financed	21	22	30
Sign Variations	11	12	15

Community Development Department

2014 Department Initiatives

Promoting neighborhood revitalization and affordable housing will continue to be major priorities of the Department. Specific actions to achieve these priorities include:

- CDBG funded housing activity will continue to include an emphasis on the One-Three Family and Multi-Family Housing Rehabilitation Programs.
- The Building and Inspection Services Division will recommend adoption of the 2012 International Code Council Building and Residential Codes with amendments.
- The Building and Inspection Services Division will build on a successful partnership with the Economic Development Division; specifically by providing a pre-construction consultation with new business applicant's and their contractor/architect before proceeding with a build-out of a location.
- The Department will continue improvements to the Permit and Licensing (PAL) System in order to continue to improve the availability of information and efficiency of the permitting process.
- Complete Building/Development Fee Schedule Analysis to determine market competitiveness, cost recovery, and appropriateness.
- The Building Division will be working on a targeted training and certification program in order to maintain a Class PL4 and CL4 rating from the Insurance Services Office, Inc. (ISO) for 1 and 2 family residential, commercial and industrial properties.
- The Planning and Zoning staff will facilitate Planned Developments in an effort to encourage redevelopment, especially mixed use developments that include retail and office uses that revitalize and redevelop the downtown, Chicago Avenue, and other TOD areas.
- The Planning and Zoning Division staff will continue to review and propose changes to the Zoning Ordinance to facilitate preferred types of development and uses, and make the existing regulations more cohesive.
- The Planning and Zoning Division staff will continue to improve processes and expedite Special Use Permits in an effort to encourage successful new businesses.
- The Planning and Zoning Division staff will undertake an update to the Citywide Comprehensive Plan.
- The Preservation Commission will continue to review the Certificate of Appropriateness for relevant single family homes and applications affecting landmarks and buildings within historic districts.
- The Preservation Commission will continue to encourage sustainable practices on new constructions, additions and alterations of structures within historic districts and landmark buildings and recognize the exemplary projects at the annual Preservation and Design Awards ceremony.
- Community Development employees will continue to provide staff support and improve processes for the following boards, commissions and committees:
 - Planning and Development Committee
 - Plan Commission
 - Zoning Committee of the Plan Commission
 - Zoning Board of Appeals
 - Preservation Commission
 - Sign Review and Appeals Board
 - Site Plan and Appearance Review Committee

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
2100 COMMUNITY DEVELOPMENT				
61010 REGULAR PAY	1,909,775	1,535,539	1,466,818	1,570,538
61050 PERMANENT PART-TIME	3,902			
61055 TEMPORARY EMPLOYEES	3,124			
61060 OVERTIME-CHGBK	1,247			
61110 OVERTIME PAY	25,797	15,000	18,000	8,000
61210 LONGEVITY	16,073	15,389	15,699	22,401
61415 TERMINATION PAYOUTS	48,548			
61420 ANNUAL SICK LEAVE PAYOUT	5,239			
61430 OTHER PAYOUTS	765			
61510 HEALTH INSURANCE	353,274	289,678	289,678	269,913
61615 LIFE INSURANCE	1,117	898	897	636
61625 AUTO ALLOWANCE	5,009	4,980	3,338	4,980
61626 CELL PHONE ALLOWANCE	368			
61630 SHOE ALLOWANCE	2,015	1,860	1,395	1,705
61710 IMRF	201,524	175,721	175,721	175,223
61725 SOCIAL SECURITY	118,811	94,579	94,579	97,468
61730 MEDICARE	28,219	22,144	22,144	22,795
62145 ENGINEERING SERVICES	1,680	18,000	10,000	
62150 CONSTRUCTION ENGINEERING SERVI		11,000	11,000	23,000
62185 OTHER CONSULTING SERVICES	17,060	104,000	104,000	104,000
62190 HOUSING REHAB SERVICES	15,443	15,000	15,000	15,000
62205 ADVERTISING	1,741	1,825	3,231	2,880
62210 PRINTING	7,073	2,750	2,750	3,000
62245 OTHER EQMT MAINTENANCE	1,375	100	100	100
62275 POSTAGE CHARGEBACKS	10,020	5,500	4,974	4,574
62280 OVERNIGHT MAIL CHARGES	168	83	83	83
62285 COURIER CHARGES	2,228	1,000	1,645	1,000
62295 TRAINING & TRAVEL	5,189	15,650	13,191	15,650
62305 RENTAL OF AUTO-FLEET MAINTEN.	24,155	13,626	13,626	13,626
62309 RENTAL OF AUTO REPLACEMENT	17,596	13,310	13,310	13,310
62345 COURT COST/LITIGATION	3,678			500
62360 MEMBERSHIP DUES	3,257	2,925	2,925	2,925
62380 COPY MACHINE CHARGES	3,804	2,599	2,599	2,599
62425 ELEVATOR CONTRACT COSTS	49,688	68,425	68,425	68,425
62464 PLUMB,ELECT,PLAN REVIEW SERVI.	11,216	14,000	17,500	20,000
62605 OTHER CHARGES	15,000			
62645 DIGITAL ARCHIVING	750	10,000	10,000	10,000
64540 TELECOMMUNICATIONS - WIRELESS	9,498	5,069	5,419	5,069
64545 PERSONAL COMPUTER SOFTWARE				2,150
65010 BOOKS, PUBLICATIONS & MAPS	2,434	1,784	1,784	1,784
65025 FOOD				250
65040 JANITORIAL SUPPLIES	50			
65055 MATER. TO MAINT. IMP.		350	350	350
65085 MINOR EQUIPMENT & TOOLS	2,057	1,050	1,050	1,050
65095 OFFICE SUPPLIES	7,988	5,640	5,400	5,400
65105 PHOTO/ DRAFTING SUPPLIES	180	425	425	425
66025 TRAN.TO DS FUND- ERI DEBT SERV	57,289	51,995	51,995	53,882
66030 OTHER INSURANCE CHARGEBACKS	11,696	11,696	11,696	11,696
66131 TRANSFER TO GENERAL FUND	11,387			
67110 CONNECTIONS FOR THE HOMELESS	41,080	163,073	165,950	86,200
67111 YWCA	10,000	10,000	10,000	10,000
67114 FAMILY PROMISE		6,000	6,000	

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
67115	INTERFAITH HOMELESS SERVICES	8,300	8,300	7,000	
67161	FAMILY PROMISES			6,000	
68205	CONTINGENCIES		300	300	300
2100	COMMUNITY DEVELOPMENT	<u>3,077,886</u>	<u>2,721,262</u>	<u>2,655,997</u>	<u>2,652,887</u>

City of Evanston

Police Department

Description of Major Activities:

The Police Department is committed to the protection of life and property.

Full-Time Equivalent Positions:

Employee Status Description	Job Type Description	2014 Position FTE
Police Administration		
Full-Time Regular	Administrative Secretary	1.00
Full-Time Regular	Chief of Police	1.00
Full-Time Regular	Police Commander	1.00
2205 Total		3.00
Patrol Operations		
Full-Time Regular	Police Commander	3.00
Full-Time Regular	Police Officer	87.00
Full-Time Regular	Police Sergeant	12.00
Full-Time Regular	Deputy Chief	1.00
2210 Total		103.00
Criminal Investigation		
Full-Time Regular	Police Commander	1.00
Full-Time Regular	Police Officer	11.00
Full-Time Regular	Police Sergeant	2.00
Full-Time Regular	Deputy Chief	1.00
2215 Total		15.00
Social Services Bureau		
Full-Time Regular	Victim Advocate	3.00
Full-Time Regular	Youth Advocate	2.00
2225 Total		5.00
Juvenile Bureau		
Full-Time Regular	Police Commander	1.00
Full-Time Regular	Police Officer	7.00
Full-Time Regular	Police Sergeant	1.00
2230 Total		9.00
School Liaison		
Full-Time Regular	Police Officer	3.00
2235 Total		3.00
Police Records		
Full-Time Regular	Dir, Police Records Bureau	1.00
Full-Time Regular	Records Input Operator	4.00
Full-Time Regular	Review Officer	2.00
2240 Total		7.00
Communications		
Full-Time Regular	Telecommunicator	14.00
2245 Total		14.00

City of Evanston

Police Department

Employee Status Description	Job Type Description	2014 Position FTE
Service Desk		
Full-Time Regular	Deputy Chief	1.00
Full-Time Regular	Service Desk Supervisor	1.00
Full-Time Regular	Court Liaison	1.00
Full-Time Regular	Service Desk Officer II	12.00
Full-Time Regular	Property Officer	1.00
Full-Time Regular	Management Analyst	1.00
Full-Time Regular	311 Supervisor	1.00
Full-Time Regular	Custodian I	1.00
2250 Total		19.00
311 Center		
Full-Time Regular	Service Desk Officer I	8.50
2251 Total		8.50
Office of Professional Standards		
Full-Time Regular	Executive Secretary (to Non-Department Head)	1.00
Full-Time Regular	Police Commander	1.00
Full-Time Regular	Police Sergeant	1.00
2255 Total		3.00
Office of Administration		
Full-Time Regular	Administrative Coordinator	1.00
Full-Time Regular	Management Analyst	1.00
Full-Time Regular	Training Coordinator	1.00
2260 Total		3.00
Neighborhood Enforcement Team		
Full-Time Regular	Police Commander	1.00
Full-Time Regular	Police Officer	12.00
Full-Time Regular	Police Sergeant	2.00
2265 Total		15.00
Traffic Bureau		
Full-Time Regular	Police Sergeant	1.00
Full-Time Regular	Police Officer	6.00
Full-Time Regular	Towing Coordinator	1.00
2270 Total		8.00
Community Strategic Bureau		
Full-Time Regular	Crime Analyst	1.00
2275 Total		1.00
Animal Control		
Full-Time Regular	Animal Control Warden	1.00
Full-Time Regular	Chief Animal Warden	1.00
Part-time Regular	PT Animal Warden	0.50
2280 Total		2.50
Problem Solving Team		
Full-Time Regular	Police Commander	1.00
Full-Time Regular	Police Officer	7.00
2285 Total		8.00
Police Total		227.00

City of Evanston

Police Department

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
2205 – Police Administration	576,560	1,131,622	1,163,964	1,279,998
2210 – Patrol Operations *	11,867,908	11,931,439	12,493,824	12,540,542
2215 – Criminal Investigation	2,022,952	1,781,795	1,832,033	1,886,031
2225 – Social Services Bureau	374,277	391,296	391,296	468,183
2230 – Juvenile Bureau	1,098,137	1,008,532	1,011,856	1,045,872
2235 – School Liaison	319,995	319,026	411,053	337,536
2240 – Police Records	627,986	641,219	653,219	670,673
2245 – Communications	1,383,329	1,371,372	1,422,921	1,452,616
2250 – Service Desk	1,661,944	1,736,798	1,754,968	1,784,137
2251 – 311 Center	460,975	506,954	506,952	544,514
2255 – Office of Prof. Standards	453,207	364,522	364,522	353,702
2260 – Office of Administration	332,177	449,954	479,453	483,875
2265 – Neighborhood Enforcement	1,931,184	1,713,205	1,763,681	1,781,984
2270 – Traffic Bureau	1,010,238	910,236	911,620	933,194
2275 – Community Strategic Bur.	121,814	133,211	114,444	133,628
2280 – Animal Control	228,707	230,046	232,044	241,472
2285 – Problem Solving Team	936,254	930,811	932,535	938,487
Total Expenditures:	\$25,407,644	\$25,552,038	\$26,440,385	\$26,876,444
Revenues:				
52170 – Alarm Panel Franchise Fees	6,720	6,000	9,000	6,000
52510 – Regular Fines	197,879	298,449	210,000	298,449
53685 – Police Report Fees	27,043	14,500	22,500	14,500
53720 – Skokie/Lincolnwood Animal Fees	7,712	8,000	7,500	8,000
55160 – Violent Crimes Victim’s Grant	0	18,525	0	18,525
55270 – Police Training Grant	12,081	8,000	0	8,000
Total Revenues:	\$251,435	\$353,474	\$249,000	\$353,474

Notes for Financial Summary

- FY 2014 will be another budget cycle impacted by the world-wide economic downturn, higher energy and fuel costs, and the continuing conflicts overseas. The cost of fuel and ammunition has increased and lead times between order and receipt of goods has lengthened to nearly eighteen months.
- Current social service grants expired for youth services. The Justice Assistance Grant has been reduced significantly by the Federal Government and the City of Chicago.

Performance Report on FY 2013 Major Program Objectives

- The Field Reporting Program, purchased through Harwood Technical Enterprises/Sunguard for the Field Operations Division, began reporting incidents via laptop computers.

2014 Department Initiatives

- Implementing the Laserfische system, purchased through a grant.
- Investigate increasing the billing amount for police details (but not the detail payment).

City of Evanston

Police Department

Activity Measures

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
Part I crimes	2269	2245	2220
Part II crimes	5014	4920	4920
Total calls for service	36098	35743	35388
Arrests (felony & misdemeanor)	3425	3400	3400
D.U.I. arrests	130	130	130
Ticket & citation production – Parking	15498	15998	16498

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
2200 POLICE DEPARTMENT				
61010 REGULAR PAY	17,320,125	17,375,035	17,459,420	18,018,812
61050 PERMANENT PART-TIME	73,427	96,096	146,096	81,275
61055 TEMPORARY EMPLOYEES	18,329	3,000	3,000	3,000
61062 SPECIAL EVENT SALARIES	272,734	171,400	327,200	171,400
61110 OVERTIME PAY	377,435	145,900	255,000	145,900
61111 HIREBACK OT	280,760	173,700	279,500	179,200
61112 SPECIAL DETAIL OT	120,329	120,730	125,130	124,130
61210 LONGEVITY	284,527	270,870	309,645	314,252
61415 TERMINATION PAYOUTS	351,490	275,000	275,000	275,000
61420 ANNUAL SICK LEAVE PAYOUT	125,000	190,000	190,000	190,000
61425 ANNUAL HOLIDAY PAYOUT		204,000	204,000	204,000
61430 OTHER PAYOUTS	107,000			
61440 EDUCATION PAY				130,000
61441 POLICE EDUCATION INCENTIVES	60,000			
61510 HEALTH INSURANCE	2,549,877	3,023,341	3,286,141	3,308,354
61610 DENTAL INSURANCE	168-			
61615 LIFE INSURANCE	16,800	16,811	16,102	17,498
61626 CELL PHONE ALLOWANCE	362	360	360	1,704
61630 SHOE ALLOWANCE	775	775	775	775
61635 UNIFORM ALLOWANCE	172,599	151,750	197,404	188,425
61710 IMRF	368,342	406,641	400,523	427,377
61725 SOCIAL SECURITY	221,960	236,362	256,318	280,665
61730 MEDICARE	261,669	258,017	258,430	269,524
62210 PRINTING	2,441	3,000	3,000	3,000
62225 BLDG MAINTENANCE SERVICES	33,233	59,600	59,600	59,600
62245 OTHER EQMT MAINTENANCE	2,653	2,700	2,700	2,700
62270 MEDICAL/HOSPITAL SERVICES		1,000	10,000	1,000
62275 POSTAGE CHARGEBACKS	7,779	4,500	6,500	6,000
62295 TRAINING AND TRAVEL	80,847	77,890	105,700	77,890
62305 RENTAL OF AUTO-FLEET MAINTEN.	599,388	611,585	611,585	611,585
62309 RENTAL OF AUTO REPLACEMENT	256,498	256,498	256,498	256,498
62315 POSTAGE	105			
62335 DATA PROCESSING SERVIC	6,109	378	378	378
62360 MEMBERSHIP DUES	11,932	19,388	20,388	21,388
62370 EXPENSE ALLOWANCE	7,035	5,700	8,500	5,700
62375 RENTALS	13,948	33,430	33,430	33,430
62380 COPY MACHINE CHARGES	13,931	8,954	8,954	8,954
62425 ELEVATOR CONTRACT COSTS	3,001	3,112	3,112	3,112
62451 TOWING AND BOOTING CONTRACTS	185			
62490 OTHER PROGRAM COSTS	4,128	1,000	1,000	76,000
62705 BANK SERVICE CHARGES	59			600
62745 IMRF TRANSFER-CHARGEBACK	70			
64005 ELECTRICITY	2,975			
64015 NATURAL GAS	17,084	28,000	28,000	28,000
64505 TELECOMMUNICATIONS - CARRIER L	31,564	50,000	50,000	50,000
64510 TELECOMMUNICATIONS EQUIPMENT	6,198			
64540 TELECOMMUNICATIONS - WIRELESS	25,759	22,000	22,000	22,000
64565 CABLE - VIDEO	214			
65010 BOOKS, PUBLICATIONS, MAPS	187	520	1,300	520
65015 CHEMICALS	38,799	22,833	22,833	35,833
65020 CLOTHING	81,905	38,883	49,583	40,450
65025 FOOD	6,388	8,050	8,050	8,050

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
65040	JANITORIAL SUPPLIES	15,449	6,600	6,600	6,600
65065	TIRES & TUBES	290			
65085	MINOR EQUIPMENT & TOOLS	11,881	52,290	52,290	54,790
65095	OFFICE SUPPLIES	25,541	22,300	32,300	22,300
65105	PHOTO/DRAFTING SUPPLIE	3,154	4,833	4,833	4,833
65125	OTHER COMMODITIES	26,088	23,100	27,100	33,800
65128	SEED GRANT EXPENSES	1,040			
65141	FITNESS INCENTIVE	250			
65550	AUTOMOTIVE EQUIPMENT	21,994			
65555	PERSONAL COMPUTER EQUIPMENT	1,006			
65705	WATER T & D SYSTEM	27			
66025	TRAN.TO DS FUND- ERI DEBT SERV	94,460	97,394	97,394	100,930
66030	OTHER INSURANCE CHARGEBACKS	966,714	966,713	966,713	966,713
66125	SERVICES BILLED OUT	185			
68205	CONTINGENCIES	1,783			2,500
2200	POLICE DEPARTMENT	25,407,644	25,552,038	26,490,385	26,876,444

City of Evanston

Fire Department

Description of Major Activities:

The Fire Department exists 24 hours of every day to protect life, property, and the environment. The Department provides superior quality fire suppression, emergency medical services, fire prevention, public education, technical rescue, non-emergency and support services to prevent or minimize situations that affect Evanston residents, businesses, and visitors.

Total Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
Fire Management and Support		
Full-Time Regular	Fire Chief	1.00
Full-Time Regular	Clerk II	1.00
Full-Time Regular	Management Analyst	1.00
2305 Total		3.00
Fire Prevention		
Full-Time Regular	Division Chief, Fire	1.00
Full-Time Regular	Fire Captain	2.00
Full-Time Regular	Fire Plan Reviewer	1.00
2310 Total		4.00
Fire Suppression		
Full-Time Regular	Fire Captain	24.00
Full-Time Regular	Firefighter	74.00
Full-Time Regular	Shift Chief, Fire	3.00
Full-Time Regular	Division Chief, Fire	2.00
2315 Total		103.00
Fire Total		110.00

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
2305 – Fire Management & Support	739,687	723,841	745,259	755,892
2310 – Fire Prevention	525,366	525,082	526,090	539,033
2315 – Fire Suppression	12,127,456	12,478,467	12,508,501	12,763,806
2320 – Office of Emer. Preparedness	11,054	13,758	11,757	13,757
Total Expenditures:	\$13,403,563	\$13,741,148	\$13,791,607	\$14,072,488
Revenues:				
52135 – Fire Suppress/Alarm Permits	108,020	65,000	87,400	88,998
52540 – False Alarm Fines	33,135	170,000	46,000	170,000
53655 – Cost Recovery Fines	2,520	10,000	3,000	10,000
53675 – Ambulance Fees	1,035,593	1,052,400	1,041,000	1,052,400
53705 – Fire Building Inspection	17,090	6,000	13,500	6,000
53715 – Alarm Registration Fee	107,038	90,000	88,500	90,000
55170 – Fire Department Training	20,274	3,000	1,500	3,000
55265 – FEMA	4,413	17,000	17,000	17,000
Total Revenues:	\$1,328,083	\$1,413,400	\$1,297,900	\$1,437,398

City of Evanston

Fire Department

Notes for Financial Summary

- Anticipating five retirements and three members attending paramedic school training in FY 2014

Performance Report on FY 2013 Major Program Objectives

A new hiring examination process has been initiated. A hiring list will be in place by the fourth quarter of 2013. Seventy one firefighter paramedics participated in Advanced Cardiac Life Support (ACLS) training. The Fire Explorer Program is in progress with twelve enrolled. The development of a Citizen Fire Academy is on going. The Fire Department implemented a Public Education Team. Citizen CPR and First Aid classes are being offered on a monthly basis.

2014 Department Initiatives

Emergency Management will offer Community Emergency Response Team (CERT) training courses. All paramedics will be provided the opportunity to participate in Pediatric Advanced Life Support (PALS) training. The Department will offer a citizens fire academy. The Department will work in cooperation with Fleet Services to develop the specifications for a replacement aerial ladder truck. Shift Chief and Fire Captain promotional exams will be offered. Fire Station 2 will be renovated. The Department is preparing to install a replacement emergency alerting system for each Fire Station. The alerting system will be cardiac friendly and replace the system that has been in place since the 70's. Emergency Management in conjunction with Northwestern University will offer citizens emergency response team training for the campus community. Finally, the Department will continue to spearhead the continuity of city business operations planning, which is a citywide initiative that will be led through Emergency Management.

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
City fire insurance rating	2	2	2
Hydrants inspected/flow tested	1,310	1,310	1,310
Bureau fire inspections	740	740	750
Construction plans reviewed	758	790	810
Staff hours on cause and origin investigations	160	200	160
Public education presentations	510	500	500
All Fire Dept. incidents, excluding ambulance calls	3,506	3,580	3,590
Ambulance calls	5,824	5,725	5,800
Fire, Carbon Monoxide & Extinguishing Alarm System activations (Included above)	1,680	1,720	1,710
Number of fires (included above)	154	127	150
Number of structure fires (included above)	62	70	60
Average fire alarm response time	3:40	3:30	3:30
Average ambulance response time	3:42	3:50	3:50
Training hours/firefighter	240	240	240
Number of paramedics	94	100	100

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
2300 FIRE DEPARTMENT				
61010 REGULAR PAY	9,257,429	9,366,911	9,366,911	9,494,585
61110 OVERTIME PAY	183,178	124,500	124,500	124,500
61111 HIREBACK OT	230,743	250,000	250,000	250,000
61113 TRAINING OT	35,428	33,000	65,000	33,000
61210 LONGEVITY	167,608	163,208	163,208	159,657
61415 TERMINATION PAYOUTS	145,050	50,000		50,000
61420 ANNUAL SICK LEAVE PAYOUT	99,423	50,000	120,000	50,000
61430 OTHER PAYOUTS	2,686			
61440 EDUCATION PAY	136,275	120,560	120,560	118,436
61510 HEALTH INSURANCE	1,447,388	1,757,980	1,757,980	1,869,266
61615 LIFE INSURANCE	4,171	4,101	4,101	4,226
61710 IMRF	19,145	21,713	21,713	21,518
61725 SOCIAL SECURITY	11,141	12,402	12,403	36,871
61730 MEDICARE	123,126	142,367	142,367	143,934
62210 PRINTING	1,556	4,000	4,000	4,000
62235 OFFICE EQUIPMENT MAINT	972	1,100	1,100	1,100
62245 OTHER EQMT MAINTENANCE	1,747	5,100	3,100	5,100
62250 COMPUTER EQUIPMENT MAINT	4,988	5,000	6,200	8,100
62270 MEDICAL/HOSPITAL SERVICES	34,548	36,000	38,500	39,000
62275 POSTAGE CHARGEBACKS	2,266	3,000	3,000	3,000
62295 TRAINING AND TRAVEL	62,716	72,400	70,806	72,400
62305 RENTAL OF AUTO-FLEET MAINTEN.	482,150	491,961	491,961	491,961
62309 RENTAL OF AUTO REPLACEMENT	271,500	271,500	271,500	271,500
62315 POSTAGE	593	500	500	500
62335 DATA PROCESSING SERVIC		3,200	3,000	3,200
62355 LAUNDRY/OTHER CLEANING		1,000	1,000	1,000
62360 MEMBERSHIP DUES	27,635	48,900	48,300	48,900
62380 COPY MACHINE CHARGES	1,777	1,223	1,223	1,223
62430 CUSTODIAL CONTRACT SERVICES	2,367	4,165	5,000	4,165
62509 SERVICE AGREEMENTS / CONTRACTS	4,526	5,100	5,000	5,100
62518 SECURITY/ALARM CONTRACTS	4,905	6,400	6,400	6,400
62521 MEDICAL EQ MAINT AGREEMENTS	11,978	14,200	14,200	20,000
62522 SCBA EQ MAINT AGREEMENTS	3,085	5,000	5,000	5,000
62523 EXTRICATION EQ MAINT AGREEMNTS	214	3,000	2,800	3,000
62605 OTHER CHARGES	6,349	8,000	8,000	8,000
62625 LIFE INSURANCE	763			
64015 NATURAL GAS	39,450	75,000	75,000	75,000
64540 TELECOMMUNICATIONS - WIRELESS	12,807	12,000	12,000	12,000
65005 AGRI/BOTANICAL SUPPLIES		300	300	300
65010 BOOKS, PUBLICATIONS & MAPS	1,064	2,400	2,400	2,400
65015 CHEMICALS	5,986	6,000	6,000	6,000
65020 CLOTHING	53,593	50,000	50,000	70,000
65025 FOOD	57			
65040 JANITORIAL SUPPLIES	10,806	11,000	10,900	11,000
65045 LICENSING/REGULATORY SUPP	80			
65050 BLDG MAINTENANCE MATERIAL	4,136	6,000	6,000	6,000
65060 MATER. TO MAINT. AUTOS	2			
65070 OFFICE/OTHER EQT MTN MATL	3,288	4,000	4,000	4,000
65075 MEDICAL & LAB SUPPLIES	7,638	7,000	7,000	7,000
65085 MINOR EQUIPMENT & TOOLS	4,362	4,500	4,400	4,500
65090 SAFETY EQUIPMENT	1,714	2,000	2,000	2,000
65095 OFFICE SUPPLIES	4,621	7,400	7,100	7,400

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
65105	PHOTO/ DRAFTING SUPPLIES	1,449	1,700	1,700	1,700
65125	OTHER COMMODITIES	9,220	12,100	11,100	12,100
65620	OFFICE MACH. & EQUIP.	1,065	900	900	900
65625	FURNITURE, FIXTURE & EQUIPMENT	31,578	30,000	30,000	70,000
66025	TRAN.TO DS FUND- ERI DEBT SERV	5,086	5,223	5,341	5,414
66030	OTHER INSURANCE CHARGEBACKS	416,133	416,133	416,133	416,133
2300 FIRE DEPARTMENT		13,403,563	13,741,148	13,791,607	14,072,488

City of Evanston

Health Department

Description of Major Activities:

The Evanston Health Department's mission is to protect, preserve, and promote wellness for people who live, work, and play in Evanston through creative and sustainable partnerships. The Department is a leader in improving the health and well-being of the Evanston community. The Health Department's deliverables are based on the idea that health is influenced by more than just individual choices. One's physical and psychosocial environment, culture, government, etc. all play a role in influencing and determining both individual and population health. Healthy outcomes are integrated in a comprehensive approach to bring health, well-being, and equity considerations into the development and implementation of policies, programs, and services of traditionally non-health related government systems or agencies.

The Health Department is responsible for operating programs that prevent infectious and chronic diseases, promote safe food, and assure quality health care and healthy living. The department also plays a significant role in making sure that Evanston is ready to effectively respond to emergencies, such as natural disasters, emerging disease threats and bioterrorism. The department carries out its mission in close partnership with local community stakeholders such as hospital partners, businesses, elected officials, and school districts 65 and 202. The department's priorities are to make Evanston a place where communities support healthy living, and the health system is prepared to prevent poor health as well as to treat illness. Advancing those priorities requires enhancing public health capacity at the local levels. The Department is focused on eliminating the significant disparities in health between different racial and cultural groups, giving families a healthy start in life, and adopting health reforms that focus on prevention and primary care as well as a better integration of medical care, public health and other needed services.

The main objectives of the Department include:

- Providing leadership for public health
- Preventing disease and injury through public health education
- Protection of food, water, air and environment
- Promotion of safe and healthy communities
- Implementing scientific approaches to analyzing and solving problems
- Creating partnerships and collaborations to achieve a coordinated response to community health issues
- Utilizing population-based strategies to address public health issues.

The Health Department performed a Community Health Assessment in 2011 yielding three focus areas: Access to Care, Chronic Disease and Physical Activity.

The Department connects uninsured or underinsured residents with services at the Erie Health Clinic to empower them to access a primary care physician. Staff in the Department is assigned to the Mental Health Board, responsible for allocating fund to entities addressing the mental well-being of our residents. In times of crisis all residents can depend on information, leadership, and coordinated regional efforts due to our Emergency Response Capabilities. The Health Department has sought out partners to promote physical activity to all ages and has an award-winning Women Out Walking (WOW) program. A vast array of services is offered to address chronic illness and prevent illness. The Department receives regular reports concerning incidence of illness in Evanston, cases of childhood exposure to lead and the Vital Records office provides birth and death statistics. The Department is a national leader regulating tobacco use away from public places and recently adding e-cigarettes into the legislation.

Historically, the Department has provided services to prevent illness through regulatory inspections and education. Health inspectors perform periodic inspections of food establishments, daycare homes, rental housing, and beach water. These inspections are paired with educational opportunities in order to achieve behavior change; the goal of the programs.

City of Evanston

Health Department

Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
Health Services Administration		
Full-Time Regular	Director, Health	1.00
Full-Time Regular	Executive Secretary (to Dept. Head)	1.00
2407 Total		2.00
Food and Environmental Health		
Full-Time Regular	Environmental Health Practitioner	3.00
Full-Time Regular	Property Maintenance Inspector	4.00
Full-Time Regular	Customer Service Representative	1.00
Full-Time Regular	Secretary II	1.00
Full-Time Regular	Communicable Disease Surv. Specialist	1.00
Full-Time Regular	Assistant Director, Health	1.00
Full-Time Regular	Health License Coordinator	1.00
Full-Time Regular	Emergency Response Coordinator	1.00
Part-time Regular	Medical Director	0.10
Full-Time Regular	Field Staff Supervisor	1.00
2435 Total		14.10
Vital Records		
Full-Time Regular	Clerk III	1.00
Full-Time Regular	Clerk Typist I	1.00
2440 Total		2.00
Community Health		
Full-Time Regular	Secretary II	1.00
Full-Time Regular	Public Health Educator	1.00
Full-Time Regular	Management Analyst	1.00
2455 Total		3.00
Health Total		21.10

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
2407 – Health Services Admin.	295,329	309,672	310,972	319,845
2415 – Family Health	620			
2425 – Dental Services	222,330			
2435 – Food & Environmental Health	893,757	1,392,045	1,436,627	1,612,361
2440 – Vital Records	144,513	143,459	143,959	169,549
2455 – Comm. Health Program Admin.	198,887	282,235	315,351	286,766
2460 – Community Purchased Services	469,713	506,305	486,306	620,765
Total Expenditures:	\$2,225,149	\$2,633,716	\$2,693,215	\$3,009,286

City of Evanston

Health Department

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues:				
52035 – Rooming House Fees	169,834	193,000	193,000	193,000
52046 – Rental Dwelling Registration	98,681	95,000	95,000	95,000
52050 – Other Licenses	21,867	20,000	21,000	20,000
52055 – Long Term Care Licenses	104,580	98,400	98,400	98,400
52070 – Resident Care	640	600	600	600
52085 – Plan Review	8,855	6,248	7,300	6,248
52555 – Housing Code Violation Fines	125,819	97,248	97,248	97,248
53050 – Sanitation Classes	2,236	1,700	1,800	1,700
53075 – Dental Fees & Reimbursement	235,228			
53105 – Food Est. License Fees	200,124	185,000	185,000	185,000
53135 – 53180 Dental Fees (specific)	1,570			
53185 – Temporary Food License	6,893	7,000	6,000	7,000
53190 – Food Delivery Vehicle	7,890	5,500	5,500	5,500
53200 – Bev. / Snack Vending License	20,529	28,000	28,000	28,000
53210 – Tobacco License Fees	25,500	19,000	19,000	19,000
53215 – Birth Certificate Fees	62,346	70,000	70,000	70,000
53211 – Beekeeper License	75			
53220 – Death Certificate Fees	18,668	40,000	30,000	30,000
53230 – Funeral Director's License	9,540	6,000	6,000	6,000
53235 – Temp Funeral Director License	5,290	4,200	4,200	4,200
55025 – IDPH – Local Health Protection	75,419	75,000	75,000	76,000
55040 – IDPH Dental Sealant Grant	569	8,626		
55075 – Summer Food Inspection		400	400	400
55085 – Illinois Tobacco Free Grant	6,029	25,082	31,027	31,027
55130 – Childhood Lead Poisoning Grant	1,359	1,000	1,000	1,000
55146 – Other State Grant	319,625	11,000	17,777	11,000
55150 – Tanning Facility Inspections		200	200	200
55173 – CRI Grant	8,881	44,000	44,000	43,700
55174 – PHEP Grant	29,522	62,072	65,568	61,200
55231 – Lead Paint Hazard		80,000	100,000	100,000
55176 – Dental Expansion Grant		30,000		
55251 – Federal Grant/AID	27,950	10,000	10,000	10,000
56002 – Women Out Walking	8,043	15,000	4,000	15,000
56048 – Teen Baby Nursery Program	41,000	41,000		41,000
Total Revenues:	\$1,644,562	\$1,280,276	\$1,217,020	\$1,257,423

Performance Report on FY 2013 Major Program Objectives Accomplished

- Received funding from the U.S Human Services Resource Association to establish the first Federally Qualified Health Center (FQHC) for Evanston. Erie Family Health Center is the operating agent for primary, care, behavioral health, and oral health for the community.
- Over 100 residents have utilized the Illinois Quitline and have set dates to quit smoking, as part of the Illinois Tobacco Free Communities Grant received by the department.
- In 2013 the Women Out Walking (WOW) program logged over 22 Million Steps or 11,000 miles; participants in the program walked almost halfway around the world combined.
- The Evanston Medical Reserve Corps welcomed 23 new members.

City of Evanston

Health Department

- The Health Department added Housing and Property Standards Inspectors in 2013, offering a more holistic approach to housing and rental inspections and maintenance.
- During the summer of 2013 the Evanston Dempster/Greenwood Beach was awarded Blue Wave Certification the first designation for an Illinois Beach
- The Beach program implemented predictive modeling at the beaches in order to provide more accurate and quicker beach water testing. This was done in coordination with the United States Geological Survey, the Illinois Department of Public Health, the United States Environmental Protection Agency, and the Parks, Recreation and Community Services Department
- Partnered with the Dental Access Days to offer two days of free community dental services to adults

FY 2014 Department Initiatives

- Completed year five of the award winning Women Out Walking (WOW) program
- Strategically focused on addressing the growing national childhood obesity problem. Implement the identified strategies to improve access to healthier foods in schools and standardize the school garden process.
- Develop a collaborative program to facilitate change in Evanston corner stores so that healthy foods are available to all Evanston residents
- Continue to create strategies to re-engage community members to receive care at the new FQHC Erie Family Health Center
- Submit for Public Health Accreditation
- Complete Community Health Assessment, Community Improvement Plan and Strategic Plan for the Health Department
- Establish the Safe and Healthy Homes Committee with the goal of building relationships to cleanup problem properties
- Develop staff through cross training to address emergency response service requests

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Projected
Number of dental clinic appointments provided*	1550	0	0
Number of dental preventive & restorative clinic visits*	1450	0	0
Number of children receiving dental services*	2100	0	0
Number of sealants applied*	750	0	0
Number of dental preventative screenings/exams given at schools*	800	0	0
Number of dental health education programs/ participants*	15/900	0	0
Number of licensed food establishments	415	425	430
Number of food borne illness investigations performed	20	35	35
Total number of food inspections performed	1605	1600	1600
Temporary food inspections performed	195	200	200
Food complaints evaluated / inspected	75	85	85
Food establishment plans reviewed	25	25	25
Rat & Rodent complaints investigated	245	375	400
Number of Communicable Disease Investigations	594	755	800
Nuisance requests for service provided	457	850	850
Lead inspections performed	21	30	35
Number of Women Out Walking Participants	1000	468	850
Grants administered	13	13	13
Dwelling Units Inspected	3,434	3,500	3,600
Occupants Affected by Rooming House Inspections	6,680	6,900	7,000
Complaints investigated	1,040	1,000	1,000
Re-inspections for Compliance	10,296	8,000	8,000
Vacant Building Determinations	72	60	60

*Program no longer administered by Health Department

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
2400 HEALTH DEPARTMENT				
61010 REGULAR PAY	956,464	1,250,162	1,250,162	1,405,443
61050 PERMANENT PART-TIME	99,862	17,826	29,250	14,901
61055 TEMPORARY EMPLOYEES	4,098			
61060 OVERTIME-CHGBK	6,316			
61110 OVERTIME PAY	5,074	13,506	7,833	13,506
61210 LONGEVITY	8,221	7,079	8,940	11,663
61415 TERMINATION PAYOUTS	27,030			
61420 ANNUAL SICK LEAVE PAYOUT	932			
61430 OTHER PAYOUTS	3,735			
61510 HEALTH INSURANCE	178,435	237,163	237,164	259,583
61615 LIFE INSURANCE	640	606	606	676
61625 AUTO ALLOWANCE	5,009	4,980	4,980	4,980
61626 CELL PHONE ALLOWANCE	362		1,400	1,440
61630 SHOE ALLOWANCE	730	1,240	1,200	1,240
61710 IMRF	108,279	142,697	142,697	155,882
61725 SOCIAL SECURITY	69,442	77,868	77,868	87,448
61730 MEDICARE	16,533	18,211	18,211	20,452
62205 ADVERTISING		400	400	400
62210 PRINTING	2,162	5,965	5,965	5,965
62235 OFFICE EQUIPMENT MAINT		150	150	150
62275 POSTAGE CHARGEBACKS	3,191	5,000	5,000	5,000
62295 TRAINING & TRAVEL	4,710	6,981	4,200	6,981
62305 RENTAL OF AUTO-FLEET MAINTEN.	12,604	23,881	23,881	23,881
62309 RENTAL OF AUTO REPLACEMENT	5,000	9,286	9,286	9,286
62345 COURT COST/LITIGATION		3,990	3,990	3,990
62360 MEMBERSHIP DUES	2,218	5,399	5,400	5,399
62371 WOMEN OUT WALKING EXPENSE	3,187	5,000	7,500	5,000
62380 COPY MACHINE CHARGES	2,978	2,049	2,049	2,049
62465 OUTSIDE LABARATORY COSTS (HLTH (620)				
62468 IL TOBACCO FREE COMM EXP	20,037	7,000	28,800	12,247
62471 VECTOR SURVEILLANCE EXP	9,474	20,500	20,500	20,500
62472 BEACH WATER TESTING EXP	2,017	10,000	10,000	10,000
62473 ENVIRONMENTAL HEATH EXP		4,082		4,082
62474 LOCAL HEALTH PROTECTION GRANT	30,436	55,000	55,000	11,681
62476 CRI GRANT -EXPENSE (HHS)	17,951	36,500	50,000	14,410
62477 PHEP GRANT-EXPENSE (HHS)	26,627	47,767	70,000	21,013
62490 OTHER PROGRAM COSTS	7,648	16,000	25,000	44,000
62495 LICENSED PEST CONTROL SERVICES	3,000			
62514 BACKGROUND CHECK SERVICES	690			
62521 MEDICAL EQ MAINT AGREEMENTS	1,881			
62605 OTHER CHARGES	10,350	4,082	14,000	14,000
62645 DIGITAL ARCHIVING	7,669	2,500	500	2,500
64540 TELECOMMUNICATIONS - WIRELESS	2,333	5,501	5,501	5,501
65010 BOOKS, PUBLICATIONS & MAPS	149	950	950	950

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
65025 FOOD	1,023	650	650	650
65045 LICENSING/REGULATORY SUPP	1,175	1,000	1,000	1,000
65075 MEDICAL & LAB SUPPLIES	7,861	417	416	417
65085 MINOR EQUIPMENT & TOOLS		1,200	1,200	1,200
65090 SAFETY EQUIPMENT		750	750	750
65095 OFFICE SUPPLIES	7,105	9,233	11,733	12,233
65121 RBFİ GRANT EXPENSES	2,800		17,000	
65125 OTHER COMMODITIES	1,130	200	3,500	200
65127 LEADPAINT HAZARD GRANT EXPENSE				100,000
65620 OFFICE MACH. & EQUIP.	13,726	3,000	3,000	3,000
66025 TRAN.TO DS FUND- ERI DEBT SERV	26,075	33,951	11,588	35,183
66030 OTHER INSURANCE CHARGEBACKS	27,690	27,690	27,690	27,690
67005 COMMUNITY SPONS ORG (PRCH SVC)	469,710	506,305	486,305	620,765
2400 HEALTH DEPARTMENT	2,225,149	2,633,716	2,693,215	3,009,286

City of Evanston

Public Works Department

Description of Major Activities:

The Public Works Department manages the planning, construction, and maintenance of public infrastructure improvements and the delivery of public works services. This includes the design and implementation of work programs and the development of activities to accomplish policies and goals formulated by the City Council and the City Manager. Public Works also assists in developing alternative solutions to community problems for consideration by the Mayor and Council. Divisions within the Department of Public Works include Streets and Sanitation, Engineering, Parks & Forestry, Facilities Management, and Fleet Services. Public Works is also responsible for the operation of the Municipal Service Center and the building that previously housed the Recycling Center.

Total Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
Director of Public Works		
Full-Time Regular	Director, Public Works	1.00
Full-Time Regular	Executive Secretary (to Department Head)	1.00
Full-Time Regular	Business Office Coordinator	1.00
Full-Time Regular	Special Projects Assistant	0.50
Part-Time Regular	Part-Time Clerk	0.75
2605 Total		4.25
Municipal Service Center		
Full-Time Regular	Custodian I	1.00
Full-Time Regular	Service Center Coordinator	1.00
2610 Total		2.00
Infrastructure & Engineering Administration		
Full-Time Regular	Assistant Director of Public Works – Engineering & Infr.	1.00
Full-Time Regular	Senior Project Manager	1.00
Full-Time Regular	Senior Project Manager, Construction/Design	1.00
Full-Time Regular	Senior Project Manager, Traffic/ROW Permits	1.00
Full-Time Regular	Special Projects Assistant	0.50
2620 Total		4.50
Engineering		
Full-Time Regular	Civil Engineer II	2.00
Full-Time Regular	Civil Engineer III	1.00
Full-Time Regular	Engineering Associate II	2.00
Full-Time Regular	ADA/CIP Project Manager	1.00
Full-Time Regular	Architect/Project Manager	1.00
Full-Time Regular	Construction Inspector	1.00
2625 Total		8.00
Traffic Engineering		
Full-Time Regular	Civil Engineer II	1.00
Full-Time Regular	Traffic Engineering Technician	0.50
Full-Time Regular	Building Supervisor	1.00
2630 Total		2.50
Traffic Signal and Street Light Maintenance		
Full-Time Regular	Traffic Electrician Leader	1.00
Full-Time Regular	Traffic Electrician	3.00
2640 Total		4.00

City of Evanston

Public Works Department

Employee Status Description	Job Type Description	2014 Position FTE
Parks & Forestry Administration		
Full-Time Regular	Arborist	1.00
Full-Time Regular	Special Projects Assistant	0.50
Full-Time Regular	Assistant Director of Public Works - Forestry	1.00
Full-Time Regular	Greenway Supervisor	1.00
2650 Total		3.50
Parks & Forestry Maintenance & Operations		
Full-Time Regular	Equipment Operator II	3.00
Full-Time Regular	General Tradesman	1.00
Full-Time Regular	Parks/Forestry Crew Leader	7.00
Full-Time Regular	Parks/Forestry Worker II	1.00
Full-Time Regular	Parks/Forestry Worker III	19.00
2655 Total		31.00
Streets and Sanitation Administration		
Full-Time Regular	Sanitation Supervisor	1.00
Full-Time Regular	Special Projects Assistant	0.50
Full-Time Regular	Assistant Director of Public Works – Operations & Facilities	1.00
Full-Time Regular	Maintenance & Operations Chief, Building/Special Facilities	1.00
Full-Time Regular	Maintenance & Operations Chief, Streets/Environmental Services	1.00
2665 Total		4.50
Street and Alley Maintenance		
Full-Time Regular	Equipment Operator I	1.00
Full-Time Regular	Equipment Operator II	11.00
Full-Time Regular	Equipment Operator III	3.00
Full-Time Regular	Public Works Maintenance Worker II	3.00
Full-Time Regular	Public Works Maintenance Worker III	3.00
Full-Time Regular	Streets Supervisor	1.00
Full-Time Regular	Special Facilities Supervisor	1.00
2670 Total		23.00
Business District – Parks Maintenance		
Full-Time Regular	Equipment Operator II	1.00
Full-Time Regular	Parks/Forestry Worker II	3.00
Full-Time Regular	Public Works Maintenance Worker II	1.00
2675 Total		5.00
Facilities General Support		
Full-Time Regular	Custodian I	1.00
Full-Time Regular	Fac Maint Worker/Custodian I	1.00
Full-Time Regular	Facilities Maint. Worker III	12.00
Full-Time Regular	PT Custodian	0.20
Part-Time Regular	PW Operations Coordinator	2.00
2677 Total		16.20
Public Works Total		108.45

City of Evanston

Public Works Department

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
2605 – Director of Public Works	262,756	390,668	352,610	479,912
2610 – Municipal Service Center	305,113	440,054	335,841	440,443
2620 – Infrastructure & Engineering Administration	67,175	174,253	168,265	642,656
2625 – Engineering	793,103	810,228	725,796	881,057
2630 – Traffic Engineering	523,620	476,392	444,288	332,606
2640 – Traffic Signal & Street Light Maintenance.	828,602	887,202	775,216	897,881
2645 – Allocation to Solid Waste Fund	103,831	0	0	0
2650 – Parks & Forestry Administration*	0	0	0	575,608
2655 – Parks & Forestry Maintenance and Operations*	0	0	0	4,487,880
2665 – Streets and Sanitation	2,256,028	2,373,538	2,288,285	2,371,598
2670 – Street & Alley Maintenance	2,912,025	2,930,169	2,696,285	3,016,095
2675 – Street Cleaning	513,991	576,936	534,413	798,902
2677 – Facilities*	0	0	0	2,208,860
2680 – Snow & Ice Control	476,536	601,114	742,677	751,115
Total Expenditures:	\$9,042,780	\$9,660,554	\$9,063,676	\$17,884,613
Revenues:				
52126 – Right-of-Way Permits	540,321	290,000	425,000	290,000
52130 – Resident Parking Permits	124,618	128,000	128,000	128,000
52131 – Visitor Parking Permits	13,963	12,300	12,300	12,300
53650 – State Highway Maintenance	41,298	58,000	63,527	58,000
53690 – Wood Recycling*	0	0	0	35,000
53736 – New Pavement Degrade Fee	17,000	10,000	10,500	10,000
56010 – Property Sales and Rental*	0	0	51,543	51,543
56025 – Damage to Street Signs*	0	2,000	2,000	2,000
56030 – Damage to Traffic Lights*	0	20,000	20,000	20,000
56031 – Damage to Street Lights*	0	20,000	20,000	20,000
56068 – Salt Reimbursement Fee	18,281	0	0	0
56134 – Private Elm Trees Ins. Money*	0	0	0	40,000
56140 – Salt Administration Fee	650	0	0	0
Total Revenues:	\$756,131	\$540,300	\$732,870	\$666,843

Notes for Financial Summary

In FY 2011 all solid waste-related expenditures and revenues were transferred into the Solid Waste Fund under business units 7685, 7690 and 7695.

Public Works Department

Performance Report on FY 2013 Major Program Objectives

Administration:

Over the last four years, the Public Works Department has implemented a series of changes to both increase revenue and reduce operating costs. The Department initiated these efficiencies of personnel, equipment, and expenditure reductions in all divisions: Administration, Engineering, Parks & Forestry, Facilities Management, Streets & Sanitation, and Fleet.

Infrastructure & Engineering:

Under administrative direction, the professional staff plans, designs, and manages the City's Capital Improvement Program (CIP) and all tasks related to street construction, alley paving, streetscape, sidewalk replacement, street lights, facilities, parks, utilities, private development, all modes of traffic, environmental compliance, ROW permits, and the Joint Utility Location Information for Excavation (JULIE).

The Unit has a full understanding of pertinent federal, state and local laws, codes and regulations as they apply to capital improvement project design, bidding, construction and maintenance, and prepares comprehensive grant applications. It researches and responds to questions or issues raised by City Council and the public, prepares project budgets, represents the Department at technical boards and commission meetings and supports the relationship between the City and the general public by demonstrating courteous and cooperative behavior when interacting with citizens, and supports the City's goals and priorities.

Parks and Forestry:

- Park Maintenance staff continues to support the multitude of Recreation programs using the various Parks throughout the City. These events require the delivery of supplies and equipment, site preparation and cleanup, as well as some maintenance activities during the actual events.
- Parks staff initiated the use of stockpiled logs from Forestry tree removals to convert them into certified playground mulch. This new idea not only saved the City thousands of dollars over purchasing the mulch from an outside vendor, but also many hours of labor by having the mulch on site at James Park. Staff was able to replenish the mulch at playgrounds when it fit into the schedule and as needed, rather than waiting for deliveries and being forced to distribute it all at once.
- The Emerald Ash Borer continued to spread throughout Evanston at an even more rapid pace than anticipated. In 2013, the number of newly infested public ash trees is approaching 700. These extra tree removals resulted in not only a reduction in the planned number of parkway trees that staff was able to trim, it also significantly increased the time it takes to replace these parkway trees. The wait time for residents to receive a replacement tree is now approximately two years and will likely keep increasing for the foreseeable future.
- New parkway tree plantings increased to nearly 450 in 2013 due to 1) the implementation of a "Replant Express" program that allows residents to directly pay for their new parkway tree to receive it during the next planting season rather than waiting on our lengthy list; and 2) the "I Heart Evanston Trees" fundraising campaign that solicited donations specifically to plant more trees. These two efforts have generated nearly \$25,000 in additional funding for the purchase of new trees. Staff continues to plant disease resistant elm varieties as they become available.
- Participation in the private elm insurance program increased slightly this year and staff continues to look for an effective means to keep increasing the number of residents participating each year.
- The injection program continues to minimize the number of elms lost due to Dutch Elm Disease (DED). The results this year again are very encouraging, as the loss of parkway elms has dropped from a high of 6.33% in 2004, before the injection program began, to 2.02% in 2007, and remains at just over 1% in 2013.

Public Works Department

Facilities Management Division:

- Staff improved work tracking by the field force through increased use of a Computer Maintenance Management System. The work order backlog has been reduced from a high of over 400 to slightly over 100.
- Meeting Room Manager software is tracking all meetings in the Civic Center.
- The Police Headquarters' firing range project was completed in early 2012 and is now being used regularly by the Police Department staff.
- Building automation upgrades continue to be implemented for HVAC equipment citywide. Recent installations include the Service Center and Fire Station #5.
- The first phase of the comprehensive parking garage repair of all three structures has been completed with the second phase already in the design phase for construction scheduled for early 2013.

Streets:

As one of the more visible City service providers, the Department received and responded to the most requests generated from the City's new 311 customer service system. The Division continues to provide data to City Works, a new work management system that will allow streets and sanitation to accurately track its costs and manage its workload. Streets and Sanitation is running a pilot program for an Automatic Vehicle Locating that will track City snow plows and provide real time information so staff can modify routes to become more productive.

2014 Department Initiatives

Public Right-of-Way Improvements:

- Bike Plan Update
- Central Street Sidewalk (Hartrey to Eastwood)
- Citywide Sidewalk Replacement
- Citywide Traffic Calming
- Dempster Street Signal Modernization
- Dodge Avenue Protected Bike Lane (Howard to Church)
- Emerson-Ridge-Green Bay Improvements
- MFT Street Resurfacing
- Pedestrian Safety, Pavement Marking, Streetlight
- Sheridan Rd-Chicago Ave Bike Path
- Sheridan Road Street Design (Emerson to Isabella)
- Sherman Avenue Streetscape
- Water Main Replacements

Facilities and Parks Improvements:

- Animal Shelter Renovations
- Baker Park Renovation
- Dempster Street Boat Ramp Renovation
- Chandler Center Study and Improvements
- Civic Center Security Improvements
- Civic Center Boiler
- Ecology Center Renovations
- Fire Station No. 2 Renovations
- Fleetwood Jourdain Study and Improvement
- Fountain Square
- Ladd Arboretum Renovations
- Lakefront Lagoon Improvements
- Levy Center Renovations

City of Evanston

Public Works Department

Parks and Forestry:

- Continue to work closely with all local, state, and federal agencies involved with the control of the Emerald Ash Borer (EAB). Staff will continue to investigate the feasibility of attracting research institutions and/or companies to Evanston to aid in possible curative measures being experimented with and implemented, as well as to locate and apply for any grant funds available for tree removals or planting to replace those being lost due to EAB.
- Develop an implementation schedule for the replacement of Park trees within one year of removal to improve park property aesthetics.
- Continue the three-year cycle of elm injections using both City employees as well as an outside contractor every third year and evaluate the success of the program overall, which currently stands at just less than 99%.
- Continue fundraising efforts begun 2013 to increase the number of trees being planted on City parkways to help offset the additional losses due to EAB. These additional trees would help bring us to our goal of having a fully-planted status citywide.
- Implement the use of City Works into the Forestry operation to upgrade both record keeping as well as work scheduling and tracking.

Facilities Management Division:

- Continue to work with the Sustainability Coordinator to reduce energy consumption in all City-owned buildings throughout the fiscal year through both lighting upgrades as well as temperature control efficiencies.
- Upgrade the current Computer Maintenance Management System which will lead to better analysis of workload and building maintenance. Place Facilities on the City Works program.
- Using the Building Automation Systems that are in place, as well as those being installed, improve energy management techniques throughout the fiscal year to reduce energy consumption. Look to create one system managed by staff that will monitor all facilities.

Activity Measures

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
In-house design of CIP infrastructure projects	5.5 Miles	6.34 Miles	4.46 Miles
Miles of streets resurfaced – Primary Routes	1.2 Miles	2.57 Miles	1.18 Miles
Miles of streets resurfaced – Residential Streets	3.3 Miles	3.77 Miles	3.28 Miles
Number of civil engineering private development plan reviews	168	200	200
Number of block party permits facilitated	157	160	160
Number of Right-of-Way permits issued	1084	1100	1100
Miles of streets plowed/season	1190	1,200	2,000
Miles of streets salted/season	280	850	825
Tons of salt used/season	894	5,000	6,500
Mowing rotation in days	5 Days	5 Days	4.5 Days
Parkway trees trimmed by City crews	1,200	1,100	1,100
Total number of parkway elms removed due to DED	35	40	30
Percentage of parkway elms actually removed	1.06%	1.23%	0.93%
Total number of other trees removed	370	420	400
Total number of new park & parkway trees planted	455	500	500
Elm trees covered under private insurance program	339	375	385
Percentage of trees that are removed by the City and replaced within one year (data source: Division tracking)	15%	10%	10%
Deliveries	1,800	1,800	1,800
Civic Center repair costs/sq. ft.	\$2.10	\$2.15	\$2.00
Meetings scheduled	1,900	2,000	2,000
Room set-ups	1,100	1,100	1,100
Staff-hours tracked to work order	19,000	19,000	22,000
Work orders completed	3,860	3,900	4,500

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
2600 PUBLIC WORKS				
61010 REGULAR PAY	3,149,207	3,362,862	2,876,265	7,323,616
61050 PERMANENT PART-TIME	93,009	136,279	123,301	138,762
61055 TEMPORARY EMPLOYEES	19,845			
61060 SEASONAL EMPLOYEES	61,847	69,000	49,000	125,000
61110 OVERTIME PAY	350,711	402,700	450,400	472,500
61111 HIREBACK OT	170			
61114 SNOW OT	11,609			
61210 LONGEVITY	59,027	51,280	51,851	143,227
61410 SHIFT DIFFERENTIAL	5,750			1,925
61415 TERMINATION PAYOUTS	54,440			
61420 ANNUAL SICK LEAVE PAYOUT	6,631			
61430 OTHER PAYOUTS	7,218			
61510 HEALTH INSURANCE	560,404	661,691	658,659	1,502,164
61615 LIFE INSURANCE	1,683	1,662	1,661	3,748
61625 AUTO ALLOWANCE	9,544	10,980	10,980	14,580
61626 CELL PHONE ALLOWANCE	4,120	4,884	4,884	6,768
61630 SHOE ALLOWANCE	7,236	6,130	6,285	14,570
61710 IMRF	377,421	402,263	367,476	835,939
61725 SOCIAL SECURITY	230,026	244,425	221,923	496,685
61730 MEDICARE	54,276	57,164	54,203	116,160
62195 LANDSCAPE MAINTNEANCE SERVICES				120,000
62199 PARK MNTNCE & FURNITURE RPLCMN				25,000
62205 ADVERTISING		700	100	700
62210 PRINTING	19,161	32,250	30,250	32,250
62225 BLDG MAINTENANCE SERVICES	17,544	1,600	1,400	103,116
62230 IMPROVEMENT MAINT SERVICE	75			
62235 OFFICE EQUIPMENT MAINT	1,280	5,183	4,100	5,183
62245 OTHER EQMT MAINTENANCE	10,525	7,250	5,250	37,068
62275 POSTAGE CHARGEBACKS	3,806	1,833	8,000	4,283
62280 OVERNIGHT MAIL CHARGES	429	250	250	250
62295 TRAINING & TRAVEL	11,789	12,300	11,900	13,600
62305 RENTAL OF AUTO-FLEET MAINTEN.	658,714	672,117	672,117	1,165,293
62309 RENTAL OF AUTO REPLACEMENT	345,608	345,608	345,608	600,106
62335 DATA PROCESSING SERVIC				2,000
62360 MEMBERSHIP DUES	4,102	4,660	5,160	7,860
62375 RENTALS	15,610	12,000	8,200	14,810
62376 2603 SHERIDAN RENTALS EXPENSE				2,000
62380 COPY MACHINE CHARGES	3,691	2,539	2,539	2,539
62385 TREE SERVICES				26,000
62415 DEBRIS/REMOVAL CONTRACTUAL COS	45,157	73,000	73,000	79,000
62425 ELEVATOR CONTRACT COSTS		4,165	4,165	4,165
62430 CUSTODIAL CONTRACT SERVICES	1,451	20,825	15,000	20,825
62440 OVERHEAD DOOR CONTRACT COSTS	9,830	14,000	14,000	14,000
62446 ROOF REPAIR CONTRACTUAL SVCS	16,118	20,000	10,000	20,000
62451 TOWING AND BOOTING CONTRACTS	7,790	60,000	60,000	60,000
62496 DED INOCULATION				246,000
62497 INOCULATION FUND.-ANNUAL AMORT				200,000
62509 SERVICE AGREEMENTS / CONTRACTS	77,005	70,000	70,000	144,845
62518 SECURITY/ALARM CONTRACTS	2,036	3,700	3,700	3,700
64005 ELECTRICITY	1,935	4,400	4,400	16,400
64006 STREET LIGHT ELECTRICITY	181,125	240,000	150,000	240,000
64007 TRAFFIC LIGHT ELECTRICITY	74,515	102,000	80,000	102,000

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
64008	FESTIVAL LIGHTING	2,741	10,000	4,000	10,000
64015	NATURAL GAS	27,667	100,000	60,000	148,000
64540	TELECOMMUNICATIONS - WIRELESS	33,822	31,725	25,700	51,595
64545	PERSONAL COMPUTER SOFTWARE	4,526	4,000	2,000	4,000
65005	AGRI/BOTANICAL SUPPLIES	1,930	2,000	1,000	152,300
65010	BOOKS, PUBLICATIONS & MAPS	1,764	1,600	1,366	1,900
65015	CHEMICALS	182,217	200,000	315,000	362,500
65020	CLOTHING	36,827	45,500	38,500	47,500
65025	FOOD	436	350	350	350
65040	JANITORIAL SUPPLIES	4,909	5,000	5,000	12,000
65050	BLDG MAINTENANCE MATERIAL	14,206	12,000	5,000	110,650
65055	MATER. TO MAINT. IMP.	131,178	126,750	126,000	147,332
65070	OFFICE/OTHER EQT MTN MATL	64,813	30,000	65,000	42,000
65075	MEDICAL & LAB SUPPLIES				200
65085	MINOR EQUIPMENT & TOOLS	22,451	22,400	16,500	38,950
65090	SAFETY EQUIPMENT	3,551	6,050	5,050	12,549
65095	OFFICE SUPPLIES	3,901	6,016	6,550	7,216
65105	PHOTO/DRAFTING SUPPLIE	675	750	2,750-	950
65110	RECREATION SUPPLIES	24			
65115	TRAFFIC CONTROL SUPPLI	48,615	40,000	54,169	40,000
65515	OTHER IMPROVEMENTS	11,989	22,000	10,000	22,000
65550	AUTOMOTIVE EQUIPMENT				39,100
65620	OFFICE MACH. & EQUIP.	969	1,000	1,000	1,000
65625	FURNITURE, FIXTURE & EQUIPMENT	9,788	7,500	4,000	168,998
66025	TRAN.TO DS FUND- ERI DEBT SERV	96,589	99,489	99,489	218,026
66030	OTHER INSURANCE CHARGEBACKS	517,753	517,753	517,753	679,889
66147	TRAN. TO SOLID WASTE- PROP TAX	1,245,967	1,245,967	1,245,967	1,055,967
68205	CONTINGENCIES		1,005	1,005	1,005
2600	PUBLIC WORKS	9,042,780	9,660,554	9,063,676	17,884,613

City of Evanston

Parks, Recreation and Community Services Department

Description of Major Activities:

The Parks, Recreation, and Community Services Department encompasses the following Divisions: Recreation, Cultural Arts, and Community Service/Outreach. This includes three recreation centers, the Ecology Center, Levy Senior Center and Senior Services, Noyes Cultural Arts Center, two theatre programs, youth engagement programs, Special Recreation, lakefront facilities, citywide outdoor sports programs, and community relations.

Full-Time Equivalent Positions:		
Employee Status Description	Job Type Description	2014 Position FTE
Management and General Support		
Full-Time Regular	Director, Parks, Recreation & Community Services	1.00
Full-Time Regular	Executive Secretary (to Dept. Head)	1.00
3005 Total		2.00
Business and Fiscal Management		
Full-Time Regular	Business Office Coordinator	1.00
Full-Time Regular	Data Control Clerk	1.00
Full-Time Regular	Recreation Support Specialist	1.00
3010 Total		3.00
Communication and Marketing Services		
Full-Time Regular	Asst. Director, Parks, Recreation & Comm. Serv.	1.00
3020 Total		1.00
Robert Crown Community Center		
Full-Time Regular	Building Supervisor	1.00
Full-Time Regular	Custodian II	1.00
Full-Time Regular	Fac Maint Worker/Cust II	1.00
Full-Time Regular	Recreation Program Manager	1.00
Part-Time Regular	After-School Supervisor	0.50
Part-Time Regular	Preschool Instructor	1.46
Full-Time Regular	Preschool Instructor	1.00
Part-Time Regular	Part-Time Custodian	1.60
3030 Total		8.56
Chandler-Newberger Community Center		
Full-Time Regular	Recreation Center Manager	1.00
Full-Time Regular	Recreation Program Manager	2.00
Part-Time Regular	Clerk III	0.75
Part-Time Regular	Program Supervisor	0.80
Part-Time Regular	Part-Time Custodian	1.28
3035 Total		5.83

City of Evanston

Parks, Recreation and Community Services Department

Employee Status Description	Job Type Description	2014 Position FTE
Fleetwood-Jourdain Community Center		
Full-Time Regular	Clerk II	1.50
Full-Time Regular	Custodian II	1.00
Full-Time Regular	Recreation Center Manager	1.00
Full-Time Regular	Recreation Program Manager	1.00
Full-Time Regular	Weekend/Evening Coordinator	1.00
Part-time Regular	Program Supervisor	0.75
Part-time Regular	Part-Time Custodian	0.50
3040 Total		6.75
Fleetwood-Jourdain Theatre		
Full-Time Regular	Recreation Program Manager	1.00
3045 Total		1.00
Levy Center/Senior Services		
Full-Time Regular	Custodian I	1.00
Full-Time Regular	Recreation Center Manager	1.00
Full-Time Regular	Recreation Program Manager	2.00
Part-Time Regular	Part-Time Office Assistant	0.75
Part-Time Regular	Facilities Supervisor	1.81
Full-Time Regular	Program Supervisor	0.82
Full-Time Regular	Senior Citizen Ombudsman	1.00
Part-Time Regular	Part-Time Bus Driver	0.93
Part-Time Regular	Secretary II	1.00
Part-Time Regular	Part-Time Custodian	1.70
3055 Total		12.01
Beaches		
Full-Time Regular	Recreation Program Manager	0.75
Full-Time Regular	Lakefront Sports Coordinator	0.50
3080 Total		1.25
Robert Crown Ice Rink		
Full-Time Regular	Office Coordinator	1.00
Full-Time Regular	Operations Manager	1.00
Full-Time Regular	Recreation Program Manager	1.00
Full-Time Regular	Robert Crown Manager	1.00
Part-time Regular	Clerk II	0.70
Part-time Regular	Office Assistant	0.91
Part-time Regular	Facilities Supervisor	0.89
Part-time Regular	Part-Time Custodian	0.50
3095 Total		7.00
Sports Leagues		
Part-Time Regular	Lakefront Sports Coordinator	0.05
Part-Time Regular	Program Supervisor	0.50
3100 Total		0.55

City of Evanston

Parks, Recreation and Community Services Department

Employee Status Description	Job Type Description	2014 Position FTE
Tennis		
Part-time Regular	Facilities Supervisor	0.40
3110 Total		0.40
Special Recreation		
Full-Time Regular	Recreation Program Manager	1.00
Full-Time Regular	Lakefront Sports Coordinator	0.25
Full-Time Regular	Senior Program Coordinator	1.00
Part-Time Regular	Program Supervisor	0.46
3130 Total		2.71
Bus Program		
Part-time Regular	Part-Time Bus Drivers	1.15
3140 Total		1.15
Park Service Unit		
Full-Time Regular	Recreation Program Manager	0.25
Full-Time Regular	Lakefront Sports Coordinator	0.20
Part-Time Regular	Park Ranger	1.00
3150 Total		1.45
Youth and Young Adult		
Full-Time Regular	Youth-Young Adult Asst. Program Manager	1.00
Full-Time Regular	Youth-Young Adult Program Manager	1.00
Full-Time Regular	Youth-Young Adult Outreach Worker	3.00
3215 Total		5.00
Ecology Center		
Full-Time Regular	Clerk III	1.00
Full-Time Regular	Recreation Program Manager	2.00
Part-Time Regular	Garden Coordinator	0.20
Part-Time Regular	Facilities Supervisor	0.32
Part-Time Regular	Part-Time Custodian	0.25
3605 Total		3.77
Noyes Cultural Arts Center		
Full-Time Regular	Facilities Maintenance Worker II	1.00
Part-Time Regular	Facilities Supervisor	0.35
Part-Time Regular	Part-Time Custodian	1.96
3710 Total		3.31
Cultural Arts Programs		
Full-Time Regular	Director, Arts Council	1.00
Full-Time Regular	Secretary II	1.00
Full-Time Regular	Senior Program Coordinator	1.00
3720 Total		3.00
Parks, Recreation & Community Services Total		69.74

City of Evanston

Parks, Recreation and Community Services Department

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Expenditures:				
3005 – Mgmt. & General Support	341,198	323,910	323,909	327,023
3010 – Business & Fiscal Mgmt.	395,525	397,011	394,428	378,850
3015 – Marketing Services	83,490	0	0	0
3020 – Recreation General Support	383,559	530,645	530,645	527,409
3025 – Park Utilities	69,450	89,500	88,500	89,500
3030 – Robert Crown Center	937,543	796,222	800,634	828,322
3035 – Chandler-Newberger Center	763,638	794,016	780,297	801,546
3040 – Fleetwood-Jourdain Center	902,732	840,611	840,221	845,532
3045 – Fleetwood-Jourdain Theatre	114,561	127,326	128,866	129,023
3050 – Outreach Programs	148,876	216,198	199,978	214,942
3055 – Levy Center & Sr. Services	1,008,970	1,357,406	1,362,907	1,420,281
3065 – Church Street Boat Ramp	48,559	55,183	52,183	55,183
3075 – Dempster Street Facility	9,061	12,342	12,142	12,342
3080 – Beaches	592,464	539,366	540,802	623,820
3085 – Rec. Facility Maintenance*	710,990	725,401	653,116	0
3095 – Robert Crown Ice Center	1,240,233	1,169,490	1,165,494	1,190,156
3100 – Sports Leagues	41,508	47,677	37,656	86,638
3105 – Aquatic Camp	95,867	122,068	115,918	122,068
3110 – Tennis	105,291	98,859	101,948	99,742
3130 – Special Recreation	459,456	442,049	466,163	447,593
3140 – Bus Program	49,159	68,762	59,673	69,220
3150 – Park Service Unit	65,048	111,176	109,325	112,584
3155 – Youth Golf Program	19,583	20,500	19,766	20,500
3205 – Community Services	562,436	0	0	0
3210 – Commission on Aging	148,368	0	0	0
3215 – Youth and Young Adult	253,577	642,346	645,741	734,830
3505 – General Support*	429,661	435,398	416,481	0
3510 – Horticultural Maintenance*	1,553,366	1,621,408	1,486,965	0
3515 – Parkway Tree Maintenance*	864,943	974,140	897,972	0
3520 – Dutch Elm Disease Control*	832,572	854,394	807,526	0
3525 – Tree Planting*	476,786	350,412	343,388	0
3530 – Private Elm Tree Insurance*	20,655	20,000	10,000	0
3535 – Dutch Elm Inoculation*	241,036	246,000	246,000	0
3605 – Ecology Center	294,632	303,724	316,761	307,407
3610 – Eco-Quest Day Camp	119,769	124,158	121,958	124,158
3700 – Arts Council	16,333	23,055	21,548	24,155
3710 – Noyes Cultural Arts Center	196,063	227,662	214,167	239,309
3720 – Cultural Arts Programs	592,193	643,084	626,826	651,148
3805 – Facilities General Support*	223,446	248,842	189,850	0
3806 – Civic Center Services*	341,074	361,721	302,116	0
3807 – Construction and Repair*	1,866,902	1,975,811	1,821,360	0
Total Expenditures:	\$17,620,573	\$17,937,873	\$17,253,230	\$10,483,281

* Parks Maintenance, Forestry, and Facilities Management transferred to the Public Works Department in 2013.

City of Evanston

Parks, Recreation and Community Services Department

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues:				
3005 - Special Events	15,399	25,000	15,000	25,000
3015 - Advertising	25,150	26,350	0	0
3020 - Recreation Gen Support	8,151	0	65,000	76,300
3025 - Park Utilities	77,456	0	0	0
3030 - Robert Crown Center	266,548	300,842	300,380	313,460
3035 - Chandler-Newberger Center	647,790	603,300	591,200	608,300
3040 - Fleetwood-Jourdain Center	255,820	276,300	272,555	286,300
3045 - Fleetwood-Jourdain Theater	19,107	27,500	27,250	27,500
3050 - Outreach Program	106,375	106,240	92,455	106,240
3055 - Levy Center	527,371	691,998	677,978	690,500
3065 - Church Street Boat Ramp	108,578	104,265	99,200	104,265
3075 - Dempster Street Facility	99,272	96,255	97,195	96,255
3080 - Beaches	788,479	716,655	719,870	716,655
3081 - Pooch Park	23,242	19,500	19,500	19,500
3085 - Recreation Maintenance	71,498	41,300	41,300	0
3095 - Robert Crown Ice Center	1,158,785	1,058,927	1,040,251	1,075,610
3100 - Sports Leagues	35,485	46,280	33,240	46,280
3105 - Aquatic Camp	227,509	240,375	212,730	240,375
3110 - Tennis	108,309	102,100	100,300	102,100
3130 - Special Recreation	77,889	86,921	72,205	86,921
3140 - Bus Program	0	21,000	5,000	0
3155 - Golf	32,207	27,500	27,500	27,500
3205 - Community Relations	190,625	0	0	0
3210 - Commission on Aging	74,160	0	0	0
3215 - Youth Engagement Division	10,000	0	0	40,000
3505 - Wood Recycling	28,020	35,000	35,000	0
3530 - Private Elm Tree Insurance	20,655	40,000	44,638	0
3605 - Ecology Center	143,004	120,940	134,260	126,940
3610 - Ecology Summer Camps	251,528	242,500	246,500	249,500
3700 - Arts Council	8,440	0	0	9,150
3710 - Noyes Center Revenues	3,109	361,356	279,148	361,356
3720 - Cultural Arts Programs	338,220	0	315,149	331,400
3805 - Property Sales and Rental	57,425	51,543	51,543	0
Total Revenues:	\$5,805,606	\$5,469,947	\$5,616,347	\$5,767,407

Performance Report on FY 2013 Major Program Objectives

- The Congregate Meal Nutrition program at the Levy Senior Center served an average of 160 individuals for lunch per week in 2013.
- Levy Center received sponsorship for four programs and special events in order to make these more affordable for seniors.
- Provided more outreach to the community through Evanston Benefit Card renewals in the subsidized housing buildings, three sessions of Take Charge of Your Health in the community, and Medication Management at Fleetwood-Jourdain in September 2013.
- Levy staff provided programs focusing on Latino population: *Loteria* in November 2013.
- Staff provided four educational sessions on "Age-Friendly Evanston" in October 2013.
- Levy staff participated in health fair at subsidized housing building in September 2013.
- Staff was successful with implementation of an e-newsletter for the Fleetwood - Jourdain Theater.
- There was a comprehensive after school program developed for middle school students at the Fleetwood- Jourdain Center which focused on art programming, homework assistance and community involvement.

City of Evanston

Parks, Recreation and Community Services Department

- The Starlight Concert Series schedule was expanded to 17 concerts at six park locations: Dawes, James, Twiggs, Harbert, Bent, and Brummel parks. A mix of local and nationally prominent performers were featured.
- Starlight Movies in the Parks schedule expanded to nine screenings at eight park locations: Dawes, James, Twiggs, Harbert, Bent, Brummel, Penny, and Elks parks. Movies ranged from contemporary blockbusters to cult classics.
- Enhanced participation in cultural arts programming by Evanston youth by scheduling performances by Evanston teens on the program of the concert series and the Evanston Ethnic Arts Festival.
- Converted to online application system for Evanston Lakeshore Arts Festival, generating largest number of artist applications in eight years.
- Introduced the Goaled Gallery Tent at the Evanston Lakeshore Arts Festival, providing an opportunity for Evanston teens to sell their handmade artwork
- Completed an arts visioning process in collaboration with the Evanston Community Foundation and Evanston Arts Council.
- A public art project for the Sherman Plaza garage, funded through the Percent for Art Program in the downtown Washington National TIF #4, was scheduled for installation.
- Three new mural projects were completed on local train viaducts
- The Evanston Arts Council's Arts and Business Committee presented its fourth annual Backstage Evanston performing arts festival, featuring preview performances from the upcoming season by a lineup of 16 local performing arts organizations. The event was held at the Ethel M. Barber Theater on the campus of Northwestern University.
- The Arts Council enhanced the evanstonartsbuzz.com online arts calendar to include feature articles about arts organizations and events.
- The Arts Council continued to present Cultural Connection Lunches at rotating locations throughout the community.
- A new Tenants Association at the Noyes Cultural Arts Center was established to assist with facility oversight.
- The Mayor's Award for the Arts highlights the accomplishments of an individual and an arts organization. In February 2013, the Honorable Mayor Elizabeth Tisdahl presented these awards to Penny Rotheiser and RHINO Poetry Forum. The Arts & Business Committee of the Evanston Arts Council presented its Arts Leadership Award to Autobarn in recognition of the company's support for Evanston arts and cultural programs.
- Arts camps were held during the summer, winter, and spring school breaks and on School District #65 school improvement days.
- Significant increase in demand for Arts Birthday Parties and other specialty Arts Camp programs
- New roller skating parties, Lego classes, a Lego engineering camp and a high school flag football league were offered in 2013.
- The Evanston Environmental Association (EEA) and City staff developed a document "The Evanston Ecology Center: A Roadmap to Financial Self-Reliance" which outlines a plan for programmatic and financial operation of the Ecology Center.
- The EEA, City staff and Northwestern University students worked to bring the Tiny House (built by NU students) to the Ecology Center as a permanent exhibit to educate residents on sustainable initiatives.
- The EEA and City staff successfully doubled revenue of the Second Green Ball, a fundraiser to support the programs of the Ecology Center.
- On Saturdays, during the months of November – April, the Ecology Center was utilized as a successful winter Farmer's Market site.
- Staff conducted student recruitment through key staff members at the Youth Job Center, Family Focus, Y.O.U, and McGaw YMCA.
- Staff held seven employment outreach sessions at Evanston Library (5 sessions), Chandler-Newberger Center, Robert Crown Community Center, Ecology Center, Levy Senior Center, and Fleetwood-Jourdain Community Center.
- Youth and Young Adult Program Staff conducted outreach sessions at all Evanston Middle Schools and Evanston Township High School.
- Youth and Young Adult Program Staff visited two area alternative high schools.
- The Mayor's 2013 Super Summer Initiative consisted of new activities for youth and young adults. Several agencies partnered with the Evanston Recreation Division in order to provide more programs.

Parks, Recreation and Community Services Department

Free programs included open mic nights, youth entertainment at festivals, concerts and movie nights, open gym, open lounge, volleyball, beach volleyball, roller skating, swimming, tennis, and ice-skating.

- Special Recreation Division staff worked with Northwestern University's Community Outreach Staff and the Northwestern University Women's Basketball Team to provide half-time entertainment on Northwestern's Autism Awareness Day by having the Evanston Special Olympics Basketball Team play a half-time game against the North Shore All Stars.
- Staff was successful at implementing an on line registration process for the 2013 summer camp registration.
- The mobile produce program provided food for approximately 300 individuals/families each month at the Robert Crown Center.
- Robert Crown Center staff successfully implemented the Gateway for Opportunity Program, which enabled employees working in the Afterschool Programs at the center, an opportunity to earn certified training, educational assistance and scholarships for higher education.
- Staff will continue implementation of a plan to promote and increase online program registrations in 2014.

2014 Department Initiatives

Recreation, Ecology, Cultural Arts and Community Services Division:

- The "Age Friendly Evanston" will be underway in 2014. This project follows the World Health Organization (WHO)'s "Age-Friendly Cities" model to provide a system to educate, encourage, promote, and recognize improvements that will make Evanston more user-friendly not only for senior residents but for residents of all ages. This project entails building a task force of residents, collaborating with Northwestern University's Buehler Center on Aging to conduct a baseline assessment of the age-friendliness of Evanston and developing a three-year city wide action plan for ongoing improvement of "age-friendliness. This is a five year process.
- An assessment of boards, committees and commission related to the Senior Services division will be conducted in 2014 to evaluate efficiencies, performance, compliance, accountability, and ultimately, setting direction for each. This will ensure members understand their duties and the needs of the community are being met.
- Collect at least 300 surveys from residents 60 years and older assessing age friendliness no later than March 2014
- Conduct at least 5 focus groups of older adults of different ages, income levels, and abilities; caregivers; and volunteers, businesses, and city services assessing age friendliness no later than March 2014
- Recreation Board, Commission on Aging and Levy Center Advisory Board will conduct self-assessments no later than September 2014
- Produce an updated Levy Center office procedures manual by December 2014
- Recreate the Handyman Program by June, 2014
- Provide quarterly program offering various presentations and sample congregate meals as outreach to the community in order to make more "lower to middle income" seniors aware of services provided throughout the Evanston community no later than November 2014
- Develop senior health and wellness program with initial and follow up health screenings and fitness evaluations no later than October 2014
- Offer Health and Wellness programming to seniors attending the Wednesday nutrition program at Fleetwood-Jourdain Center by February 2014.
- Increase participation in the COE - Pops Basketball program by offering additional clinics, a homework assistance program, outings to local college games and developing a mentorship program between coaches and players.
- Increase participation in the Mason Park Drop in Center by expanding the program to include fifth graders.
- Increase participation in the Summer Young Adult Basketball League by offering a mini league in the spring 2014.

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- Increase intergenerational program offerings to include Primm Towers and Noyes Court residents, similar to what is currently being offered to residents living in the Jacob Blake Manor
- Develop a comprehensive nutrition program between Jacob Blake and Fleetwood - Jourdain Tomato Factory, which will include a fitness component.
- Continue collaboration with Teen Drama groups from Second Baptist and Beth Emmet for the dramatization of San Kofi
- Seek to enhance revenue opportunities at the summer festivals through expanded sponsor relationships by June 2014.
- Provide an opportunity for submission of online artist/vendor applications for the Evanston Ethnic Arts Festival
- Assist Evanston artists and arts organizations in fostering collaboration and community by holding 10 Arts and Business committee meetings by December 2014
- Present a Backstage Evanston performing arts preview event highlighting local performing arts groups
- Continue to present quarterly Cultural Connections Lunches to offer networking opportunities among the arts community and the public
- Expand the functionality of the evanstonartsbuzz.com web site to provide more interactivity
- Seek restored support for the Community Public Art Program
- Seek to expand pool of available grant funds for the Cultural Fund Grant Program
- Further expand the Arts Camp offerings beyond summer and school break periods to offer increased on-demand programs by June 2014
- Develop a Young Women's Open Gym basketball program for ages 18 to 29 at Robert Crown Center by spring, 2014.
- Staff will partner with Fleetwood-Jourdain, Edible Acres and SAGE in order to create a new gardening program for youth by March 2014. The program will be designed to teach gardening techniques, nutritional values, and life skills.
- By fall 2014 develop programs to utilize the Tiny House
- By spring of 2014 establish a pollinator garden to raise awareness of the threats of pollinators and solutions for residents
- By fall 2014 create environmental stewardship events for lighthouse landing and the Arboretum
- By spring 2014, revise current and develop new Ecology birthday party programs
- Youth Program and Young Adult Staff will hold two city-wide job fairs with the Youth Job Center by May 2014
- Youth Program and Young Adult Staff will conduct employment outreach at all area schools, alternative schools, libraries, community centers, and local community based organizations by June 2014
- Youth and Young Adult Staff will establish a job fair steering committee by January 2014
- Youth and Young Adult staff will market and recruit prospective participants for the 2014 Certificate of Rehabilitation and Sealing of Criminal Records Program by March 2014
- Youth and Young Adult staff will market and recruit prospective participants for the 2014 Building Sustainable Career Pathways to Employment Program
- Youth and Young Adult Program staff will coordinate with the Economic Development Division to market and recruit prospective businesses to employ Evanston youth and young adults ages 14-18 for the 2014 Mayors Summer Youth Employment Program by January 2014
- Youth and Young Adult Outreach Workers will target 20 high risk young adults at Evanston Township High School and develop and support an anti-violence club by January 2014
- Chandler-Newberger center will offer a "polar express" program whereby young children will ride train to the center, meet Santa, and enjoy refreshments and other special activities by December 2014
- Collaborate with Y.O.U. and McGaw YMCA to offer free outreach golf lessons for youth by June 2014
- Assist Evanston-Wilmette Community Golf Course in attracting Opportunity youth to participate in golf play, lessons and activities at the golf course by August 2014
- A Family Snow Day will be conducted in Chandler Park and community golf course by February 2014. Activities will include snowman and snow fort building contests. Sledding at Leahy Park and other fun snow activities will be conducted. Hot chocolate and refreshments will be provided in Chandler-Newberger Center.

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- Offer a free “City Truck Expo” for youth by November 2014. City trucks will be on hand for half a day on a weekend. Children would be allowed to explore trucks under supervision and city staff would be on hand to explain purpose and features of the equipment.
- Develop a new department-wide e-newsletter. Newsletter would be sent out on a bi-monthly basis beginning January 2014
- Offer a new variety day camp for youth ages 7-11 by June 2014
- Offer a new (winter only) Geo-Cache program on Evanston-Wilmette Community Golf Course by December 2014
- Special Recreation Division staff will collaborate with Northwestern University Special Olympics and the Northwestern Swim Team to utilize the pool in the Sports Pavilion to host a Special Olympics swim meet.
- As part of the overall roller skating program, staff will implement a roller skating lessons program for youth, teens, and young adults by June 2014.
- Expand the pre-fall skating clinics workshops by fall 2014.
- To fully implement the Rec Trac ice/room scheduling program for programs at the Robert Crown Center by March 2014.
- To develop a marketing plan to increase attendance for teens at public ice skating sessions by May 2014.
- Enhance community participation by offering enrichment programs geared specifically to middle school students and elementary age children on a periodic, after-school basis (Spanish Class/After School Art/After School Sports etc.) by October 2014.
- Offer a new mid-week Farmer’s Market in the Downtown area by June 2014.

Activity Measures

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
In-house training seminars (registration system, payroll, cash handling and camp trainings)	28	31	33
Scholarships granted (funds not collected)	\$156,262	\$173,155	\$175,500
Beach token sales to Evanston residents	18,500	18,350	18,400
Number of meals served (Summer Food program)	32,720	29,400	30,500
Donations/Grant funding (Recreation, Arts, Ecology programs)	\$318,724	\$448,350	\$324,450
Public ice skating session participants	7,400	7,800	8,100
Number of vendors at the Farmers’ Market	54	54	64
Number of staff trained and certified in Am. Red Cross CPR/AED	65	98	80
Total participants in all Special Recreation programs	811	790	800
Seasonal garden plots rented	258	245	250
Youth participating in Ecology Center programs	5,000	5,300	5,500
Environmental program attendance	6,900	7,000	7,100
Total number of camp program registrations	3,389	3,453	3,525
Number of applicants for Cultural Fund Grants	16	14	18
Number of young adults in Career Pathways Program	24	24	24
Number of Youth hired for Mayor’s Summer Youth Employment Program	160	275	500
Types of arts camps offered	15	21	23
Number of picnic permits issued	390	440	450
Number of artist vendors at Lakeshore Arts Festival	110	143	145

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
3000 PARKS,RECREATION & COMM SERVI.				
61010 REGULAR PAY	6,435,325	6,715,274	6,173,451	2,949,784
61011 RECREATION INSTRUCTORS REG PAY	400,328	379,352	385,090	388,240
61013 PROGRAM ASSISTANTS	115,520	301,789	273,504	310,845
61050 PERMANENT PART-TIME	896,035	841,131	862,970	850,990
61055 TEMPORARY EMPLOYEES	134,746			
61060 OVERTIME-CHGBK	1,635,805	1,510,745	1,570,982	1,449,190
61062 SPECIAL EVENT SALARIES	7,328	8,900	10,200	8,900
61110 OVERTIME PAY	164,931	122,107	121,297	48,807
61111 HIREBACK OT	358			
61114 SNOW OT	1,333			
61210 LONGEVITY	107,443	108,769	110,385	46,016
61410 SHIFT DIFFERENTIAL	6,868	2,022	2,022	
61415 TERMINATION PAYOUTS	35,872			
61420 ANNUAL SICK LEAVE PAYOUT	41,641			
61430 OTHER PAYOUTS	83,148			
61510 HEALTH INSURANCE	1,190,078	1,334,045	1,334,044	599,223
61615 LIFE INSURANCE	3,107	3,041	3,039	1,583
61625 AUTO ALLOWANCE	17,340	16,980	16,980	13,980
61626 CELL PHONE ALLOWANCE	2,496	1,080	3,692	5,472
61630 SHOE ALLOWANCE	12,693	13,175	13,700	5,425
61635 UNIFORM ALLOWANCE	2			
61655 EMPLOYEE LOANS - INTEREST EXPE	631			
61710 IMRF	744,111	829,093	826,009	391,650
61725 SOCIAL SECURITY	601,754	611,946	611,802	374,818
61730 MEDICARE	142,205	143,116	143,135	87,658
62185 OTHER CONSULTING SERVICES	300	375	225	375
62195 LANDSCAPE MAINTENANCE SERVICES	81,956	120,000	60,000	
62199 PARK MNTNCE & FURNITURE RPLCMN	28,771	25,000	15,000	
62205 ADVERTISING	25,016	31,266	26,537	32,266
62210 PRINTING	87,605	98,426	92,649	99,426
62215 PHOTOGRAPHERS/BLEUPRINTS	600	600	600	600
62225 BLDG MAINTENANCE SERVICES	98,212	104,682	71,714	3,166
62235 OFFICE EQUIPMENT MAINT	1,451	4,149	3,400	4,149
62245 OTHER EQMT MAINTENANCE	77,149	61,517	55,518	31,699
62251 CROWN CENTER SYSTEMS REPAIR	23,510	20,000	19,200	20,000
62275 POSTAGE CHARGEBACKS	14,869	17,647	19,429	15,697
62280 OVERNIGHT MAIL CHARGES	43			
62295 TRAINING AND TRAVEL	20,506	27,010	30,509	29,710
62305 RENTAL OF AUTO-FLEET MAINTEN.	580,589	592,402	592,398	99,226
62309 RENTAL OF AUTO REPLACEMENT	318,578	318,578	318,578	64,080
62315 POSTAGE	21,088	24,700	24,283	24,700
62335 DATA PROCESSING SERVIC		2,000	2,000	
62360 MEMBERSHIP DUES	9,939	14,886	13,134	11,686
62365 RECEPTION/ENTERTAINMEN	100	708	708	708
62375 RENTALS	11,137	13,010	17,400	10,200
62376 2603 SHERIDAN RENTALS EXPENSE	896	2,000	6,000	
62380 COPY MACHINE CHARGES	25,608	17,620	18,909	17,620
62385 TREE SERVICES	23,041	26,000	15,000	
62415 DEBRIS/REMOVAL CONTRACTUAL COS	609	6,900	3,000	900
62425 ELEVATOR CONTRACT COSTS	3,810	2,660	3,310	2,660
62490 OTHER PROGRAM COSTS	227,231	175,192	173,245	202,792
62495 LICENSED PEST CONTROL SERVICES	4,362	4,758	4,625	4,758

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
62496	DED INOCULATION	41,036	46,000	46,000
62497	INOCULATION FUND.-ANNUAL AMORT	200,000	200,000	200,000
62500	TECHNICAL INFORMATION SERVICES	8,250	16,800	15,159
62505	INSTRUCTOR SERVICES	246,747	259,450	239,920
62506	WORK-STUDY	8,137	21,066	21,066
62507	FIELD TRIPS	134,640	133,546	131,014
62508	SPORTS OFFICIALS	23,746	27,164	24,503
62509	SERVICE AGREEMENTS / CONTRACTS	8,834	89,323	64,912
62510	EDUCATOR SERVICES		525	525
62511	ENTERTAIN/ PERFORMER SVCS	78,032	84,750	93,975
62513	COMMUNITY PICNIC-SP EVENTS	23,372	8,000	8,000
62515	RENTAL SERVICES	30,303	26,980	25,609
62518	SECURITY/ALARM CONTRACTS	10,399	14,657	13,559
62560	TELEPHONE TELEGR CHBK		84	84
62605	OTHER CHARGES	90		
62665	CONTRIB TO OTHER AGENCIES	10,000	10,400	11,700
62695	COUPON PMTS-CAB SUBSIDY	181,656	165,000	165,000
62705	BANK SERVICE CHARGES	105,531	100,000	100,000
64005	ELECTRICITY	309,919	414,174	373,555
64015	NATURAL GAS	95,939	176,659	147,128
64530	TELECOMMUNICATIONS - HANDHELD		83	83
64540	TELECOMMUNICATIONS - WIRELESS	28,285	29,815	36,015
65005	AGRI/BOTANICAL SUPPLIES	125,388	92,350	90,341
65010	BOOKS, PUBLICATIONS & MAPS	848	1,616	1,500
65015	CHEMICALS	11,591	12,500	7,500
65020	CLOTHING	18,048	26,475	23,270
65025	FOOD	184,886	186,821	192,302
65040	JANITORIAL SUPPLIES	54,546	46,065	51,365
65045	LICENSING/REGULATORY SUPP	11,144	9,700	9,200
65050	BLDG MAINTENANCE MATERIAL	224,298	145,580	185,681
65055	MATER. TO MAINT. IMP.	31,679	25,163	31,770
65060	MATER. TO MAINT. AUTOS	1,624		
65070	OFFICE/OTHER EQT MTN MATL	29,809	26,165	26,615
65075	MEDICAL & LAB SUPPLIES	1,259	1,866	1,533
65080	MERCHANDISE FOR RESALE	8,048	12,900	12,900
65085	MINOR EQUIPMENT & TOOLS	23,709	19,350	19,124
65090	SAFETY EQUIPMENT	8,336	10,199	14,350
65095	OFFICE SUPPLIES	19,911	32,231	30,232
65105	PHOTO/ DRAFTING SUPPLIES	202	400	400
65110	RECREATION SUPPLIES	303,833	251,826	236,402
65125	OTHER COMMODITIES	17,669	19,350	18,850
65510	BUILDINGS	9		
65550	AUTOMOTIVE EQUIPMENT	38,000	39,100	39,100
65625	FURNITURE, FIXTURE & EQUIPMENT	11,145	11,498	6,000
66025	TRAN.TO DS FUND- ERI DEBT SERV	198,309	204,301	204,193
66030	OTHER INSURANCE CHARGEBACKS	283,289	283,289	283,289
3000	PARKS,RECREATION & COMM SERVI.	17,620,573	17,937,873	17,253,230
				10,483,281



PART IV

OTHER FUNDS BUDGET

City of Evanston
Library Fund (Fund #185)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Youth Services		
Full-Time and Part-Time Regular	Librarian I	4.68
Full-Time Regular	Librarian II	1.00
Full-Time Regular	Supervising Librarian	1.00
Full-Time Regular	Library Assistant	3.45
Part-Time Regular	Shelver	1.75
4805 Total		11.88
Adult Services		
Full-Time and Part-Time Regular	Librarian I	6.37
Full-Time Regular	Supervising Librarian	1.00
Part-Time Regular	Library Assistant	2.68
Part-Time Regular	Library Clerk	2.48
Full-Time Regular	Administrative Librarian	1.00
Full-Time Regular	Virtual Services Librarian	1.00
4806 Total		14.53
Circulation		
Full-Time Regular	Circulation Supervisor	1.00
Part-Time Regular	Clerk III	1.00
Full-Time and Part-Time Regular	Library Aide II	1.53
Part-Time Regular	Library Clerk	5.73
Part-Time Regular	Shelver	4.05
4820 Total		13.31
Neighborhood Services		
Full-Time Regular	Librarian II	1.00
Part-Time Regular	Library Assistant	0.24
Part-Time Regular	Branch Assistant	3.19
Part-Time Regular	Library Clerk	1.06
4825 Total		5.49
Technical Services		
Full-Time Regular	Librarian I	0.67
Full-Time Regular	Librarian III	1.00
Full-Time Regular	Library Assistant	2.00
Part-Time Regular	Library Clerk	2.08
4835 Total		5.75
Maintenance		
Full-Time Regular	Custodian II	2.00
Full-Time Regular	Facilities Management Supervisor	1.00
Part-Time Regular	Custodian I	0.63
Part-Time Regular	Security Monitor	1.68
4840 Total		5.31
Administration		
Full-Time Regular	Bookkeeper	0.80
Full-Time Regular	Clerk III	1.00
Full-Time Regular	Director, Library	1.00
Full-Time Regular	Administrative Services Manager	1.00
Full-Time Regular	Development Manager	1.00
Full-Time Regular	Community Engagement Librarian	1.00
Part-Time Regular	Administrative Assistant	1.06
4845 Total		6.86
Library Fund Total		63.13

City of Evanston
Library Fund (Fund #185)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
Property Taxes	4,098,606	4,253,214	4,253,214	5,032,097
Library Fines & Fees	154,036	185,000	159,000	164,000
Library Material Replacement	12,495	12,500	13,600	14,000
Copy Machine Charges	20,131	20,000	20,500	21,200
Meeting Room Fees	8,986	10,000	10,100	10,400
Non-resident Cards	989	1,690	1,040	1,040
North Branch Rental Income	58,606	59,660	59,660	60,000
State Per Capita Grant	76,385	76,300	76,300	94,177
Personal Property Replacement Tax	50,200	50,200	50,200	50,200
Video Rentals	25,017	-	-	-
Transfer from General Fund	1,214,668		-	-
Book Sales		60,000	120,000	65,000
Fund for Excellence	-	245,000	216,000	125,000
Grants and Donations			-	116,545
Miscellaneous	78,345		-	-
Transfer from Endowment Income	-	131,250	131,250	159,315
Total Revenues	5,798,464	5,104,814	5,110,864	5,912,974
Expenditures				
Youth Services	839,808	891,720	889,938	1,030,009
Adult Services	1,561,163	1,535,224	1,577,616	1,514,037
Circulation	620,389	612,892	629,254	573,258
Neighborhood Services	196,551	360,757	318,349	456,528
Technical Services	485,545	503,433	426,650	538,879
Maintenance	484,127	507,517	552,745	660,703
Administration	509,785	669,377	608,777	1,103,015
Library Grants	-	-	-	36,545
Total Expenditures	4,697,368	5,080,920	5,003,329	5,912,974
Net Surplus (Deficit)	1,101,096	23,894	107,535	-
Beginning Fund Balance	-		1,101,096	1,208,631
Ending Fund Balance	1,101,096		1,208,631	1,208,631

Notes for Financial Summary

- The Library Fund was created as part of the FY 2012 Budget.
- The FY 2013 budget includes revenue from the Fund for Excellence, the Library book sales, and a transfer from endowment income.

Description of Major Activities

The Evanston Public Library promotes the development of independent, self-confident, and literate citizens through the provision of open access to cultural, intellectual, and informational resources for all ages.

City of Evanston
Library Fund (Fund #185)

Performance Report on FY 2013 Major Program Objectives

- Implementation of a comprehensive strategic plan to deliver innovative and effective services
- Partnering with Northwestern University and YOU to implement a digitally-based science, technology, and math learning opportunities for teens
- Partnered with Foundation 65 to expand an intensive summer reading program for 2nd graders
- Working with the City Manager and City Council on the transition to a new governance model
- Continued year-long “Mission Impossible” discussion groups for significant, difficult works of literature
- Partnered with Youth Job Center on "ABC Boosters" program providing teen reading mentors for children
- Sought new opportunities to partner with Northwestern University
- Expanded summer reading programs to serve patrons of all ages
- Expanded Community Outreach: Promoted library services at arts festivals, school fairs, Farmers’ Market; added book deposits at City community centers and train stations; expanded Kindergarten LEAP (Literacy Education At Play) in District 65 with grant funds
- Created new partnerships to serve immigrants with a concentration on service to the Latino Community

FY 2014 Department Initiatives

- Complete the implementation of the work plan to meet the goals and objectives of the Strategic Plan
- Make necessary investments in diverse and balanced collections – both virtual and physical
- Further develop partnerships with schools, community organizations, business and City recreation centers to deliver services throughout Evanston
- Expand the summer reading program and expand print, in-person, and virtual readers’ advisory services to children, teens, and adults throughout Evanston in order to foster a love of reading and learning
- Develop significant new revenue sources through grants and fundraising.
- Administer user satisfaction surveys to assess customer service satisfaction
- Continuously improve the delivery of courteous and professional library services to all patrons through staff training and performance evaluations
- Continue to participate in EDGE initiative - a national program to evaluate and benchmark the efforts of the public library's role as a public computing and technology center
- Working with the City of Evanston, expand outreach to the business community and services to small businesses and entrepreneurs. Market expansion of classes and training/consultation opportunities for job seekers and the business community

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
Children’s Programs & Attendance	998/26,063	1,030/27,000	1,050/27,540
Participants in the Summer Reading Program	3,498	5,081	5,183
Teen Programs & Attendance	301/4,135	310/4,300	316/4,386
Adult Programs & Attendance	753/6,696	776/6,900	792/7,038
Reference and directional questions answered	262,199	270,065	275,466
Patrons using Internet in-house	84,553	85,000	85,000
Items checked out	990,345	1,020,055	1,040,456
Library visitors	992,357	1,022,000	1,042,440
Public meeting rooms bookings	5,328	5,500	5,610
Library donors	758	781	797

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
4800 LIBRARY FUND				
61010 REGULAR PAY	1,578,300	1,698,099	1,607,549	1,776,019
61012 LIBRARY SUBSTITUTES	11,037	76,236	56,141	50,212
61050 PERMANENT PART-TIME	1,155,757	1,114,375	1,173,966	1,395,686
61110 OVERTIME PAY	9,312	8,700	8,893	9,300
61210 LONGEVITY	39,276	39,978	42,300	27,004
61410 SHIFT DIFFERENTIAL	1,580			
61415 TERMINATION PAYOUTS	21,264			
61420 ANNUAL SICK LEAVE PAYOUT	13,013			
61430 OTHER PAYOUTS	10,057			
61510 HEALTH INSURANCE	308,468	318,122	318,121	365,412
61615 LIFE INSURANCE	452	560	560	653
61625 AUTO ALLOWANCE	3,628	4,800	5,200	7,200
61626 CELL PHONE ALLOWANCE	907	1,200	1,200	2,400
61630 SHOE ALLOWANCE	465	465	465	465
61710 IMRF	252,071	295,409	291,199	331,336
61725 SOCIAL SECURITY	171,293	179,000	181,684	198,188
61730 MEDICARE	40,060	41,862	43,299	46,349
62185 OTHER CONSULTING SERVICES		10,000		25,000
62210 PRINTING	1,639	1,800	7,000	1,800
62220 BINDING		600		
62225 BLDG MAINTENANCE SERVICES	155,556	186,970	201,000	166,214
62235 OFFICE EQUIPMENT MAINT	4,173	7,000	9,000	11,900
62245 OTHER EQMT MAINTENANCE	1,617	900	900	1,117
62275 POSTAGE CHARGEBACKS	1,454	1,300	2,100	1,500
62290 TUITION				20,000
62295 TRAINING AND TRAVEL	4,733	10,000	10,000	20,000
62305 RENTAL OF AUTO-FLEET MAINTEN.	2,381	2,381	2,381	2,381
62309 RENTAL OF AUTO REPLACEMENT	1,700	1,700	1,700	1,700
62315 POSTAGE	3,052	5,000	2,000	5,000
62340 COMPUTER LICENSE & SUPPORT	7,272	8,000	8,000	28,175
62341 INTERNET SOLUTION PROVIDERS	217,248	236,250	233,800	244,200
62360 MEMBERSHIP DUES	475	1,006	1,500	1,430
62375 RENTALS		40,300	40,300	41,500
62380 COPY MACHINE CHARGES	12,268	12,268	12,268	12,268
62506 WORK-STUDY	3,843	4,900	5,000	5,600
64005 ELECTRICITY		5,000		
64015 NATURAL GAS	16,070	17,400	26,500	27,000
64540 TELECOMMUNICATIONS - WIRELESS	1,236	1,200	2,000	2,200
65040 JANITORIAL SUPPLIES	9,403	10,000	10,000	10,000
65050 BLDG MAINTENANCE MATERIAL	24,482	19,500	10,000	30,000
65095 OFFICE SUPPLIES	12,452	17,500	17,000	38,550
65100 LIBRARY SUPPLIES	24,442	51,900	49,300	73,723
65125 OTHER COMMODITIES	388	718	500	2,328
65503 FURNITURE/ FIXTURES/ EQUIPMENT		6,000	700	

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
65555 PERSONAL COMPUTER EQUIPMENT				31,965
65630 LIBRARY BOOKS	400,935	451,700	452,419	435,800
65635 PERIODICALS	19,275	18,900	19,900	18,900
65641 AUDIO VISUAL COLLECTIONS	79,428	77,800	77,600	117,900
66025 TRAN.TO DS FUND- ERI DEBT SERV	69,005	71,986	61,986	74,597
66030 OTHER INSURANCE CHARGEBACKS	5,898	5,898	5,898	40,000
66148 TRSF TO GEN FUND FROM LIBRARY				210,000
68205 CONTINGENCIES	-	16,237	2,000	-
4800 LIBRARY FUND	4,697,368	5,080,920	5,003,329	5,912,974

City of Evanston
Library Debt Fund (Fund #186)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues				
Net Property Taxes	-	-	-	748,178
Interest Income	-	-	-	1,000
Total Revenue	-	-	-	749,178
Expenditures				
Series 2004 - Principal DSF	-	-	-	53,430
Series 2004 - Interest DSF	-	-	-	8,454
Series 2005- Principal DSF	-	-	-	44,918
Series 2005- Interest DSF	-	-	-	14,089
Series 2007 - Principal DSF	-	-	-	200,291
Series 2007 - Interest DSF	-	-	-	60,496
Series 2008 - Principal DSF	-	-	-	344,400
Series 2008 - Interest DSF	-	-	-	22,100
Total Expenditures	-	-	-	748,178
Net Surplus (Deficit)	-	-	-	1,000
Beginning Fund Balance	-		-	-
Ending Fund Balance	-		-	1,000

Description of Major Activities

The Library Debt Fund was created to repay the outstanding debt obligation associated with the financing of the Evanston Public Library Main Branch.

City of Evanston

Homelessness Prevention & Rapid Re-Housing Program (Fund #190)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated	2014 Adopted Budget
Revenues				
Grant Amount	83,648	-	-	-
Total Revenues	83,648	-	-	-
Expenditures				
Program Activities	83,648	-	-	-
Total Expenses	83,648	-	-	-
NET SURPLUS (DEFICIT)	-	-	-	-
Beginning Fund Balance	-		-	-
Ending Fund Balance	-		-	-

Description of Major Activities

Homelessness Prevention and Rapid Re-Housing Program was created to provide services and direct assistance to those qualified individuals who either are at risk of becoming homeless or are currently homeless. Through this program, the City was able to provide assistance in the form of rental and utility payments, moving costs, security deposits, and hotel/motel vouchers. The City had targeted outreach through homeless service agents, not-for-profits, the school districts, and the elected officials. This program helped individuals to regain stability and during the 3-year grant period 150 people in 86 households were provided homeless prevention services and 88 people in 69 households were provided re-housing services.

The HPRP grant was 100% expended and closed in FY 2012.

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
4900 HPRP GRANTS					
63156	CONNECT FOR THE HMLSS-HP SVC	3,289			
63157	CONNECT FOR THE HMLSS-RH SVC	3,995			
63158	CONNECT FOR THE HMLSS-DATA	1,908			
63159	CONNECT FOR THE HMLSS-HP DA	54,403			
63160	CONNECT FOR THE HMLSS-RH DA	18,613			
63161	MCGAW YMCA-HP SVC	1,440			
4900 HPRP GRANTS		83,648			

City of Evanston

Neighborhood Stabilization Program 2 (Fund #195)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Full-Time Regular	Grants and Compliance Specialist	0.25
Part-Time Regular	Financial Analyst	0.15
Part-Time Regular	NSP2 Administration & Compliance Specialist	0.66
Full-Time Regular	Housing and Grant Administrator	0.25
5005 TOTAL		1.31
Neighborhood Stabilization Total		1.31

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Funds Provided				
Grant Proceeds	8,438,092	4,011,917	3,884,996	458,044
Program Income	-	-	-	-
Total Funds Provided	8,438,092	4,011,917	3,884,996	458,044
Expenditures				
Development Activities	8,011,012	3,505,000	3,505,000	290,500
Administration	292,845	341,622	247,950	126,635
Transfer to Debt Service	3,616	3,905	4,046	4,046
Transfer to Insurance	15,635	16,390		6,863
Transfer to General Fund	114,984	145,000	128,000	30,000
Total Expenditures	8,438,092	4,011,917	3,884,996	458,044
NET SURPLUS (DEFICIT)	-	-	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	-	-	-	-

City of Evanston

Neighborhood Stabilization Program 2 (Fund #195)

Description of Major Activities

The Neighborhood Stabilization Program 2 (NSP2) was funded by the American Recovery and Reinvestment Act of 2009 to stabilize neighborhoods that have been negatively impacted by high numbers of foreclosed and vacant homes.

Evanston's NSP2 proposal includes two strategies to stabilize neighborhoods in two census tracts, 8092 and 8102:

1. The acquisition, rehabilitation, and re-occupancy of 100 units of foreclosed or abandoned housing
2. The redevelopment of two blighted parcels of vacant land in West Evanston into new housing consistent with the West Evanston Master Plan.

All housing units rehabbed or developed with NSP2 funds will be rented or sold to households with incomes at or below 120% of the area median income (AMI); 25% of total grant funds will be used to benefit households with incomes at or below 50% AMI as required by HUD. In 2013, the City's application for land banking was approved by HUD. Four properties will be land banked and their disposition determined within 10 years following grant closeout. Grant closeout is targeted by year end 2014. Some NSP2 program income will be retained to maintain land banked properties and for required compliance.

FY 2014 Objectives

1. Complete sales and rental of all scattered site units and Emerson Square
2. Record all final Land Use Restriction Agreements
3. Complete all required rental and ownership compliance work
4. Submit land banking plan to HUD for approval
5. Submit required documents for grant closeout following drawdown of all grant funds and approval of land banking plan.

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
Number of total housing units under site control	89	101	Completed
Number of housing units rehabbed	43	45	Completed
Number of housing units constructed	0	32	Completed
Number of housing units occupied	33	87	Completed
Number of households completing homebuyer counseling	48	40	Completed

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
5005 NEIGHBORHOOD STABILIZATION PROGRAM				
61010 REGULAR PAY	121,935	139,996	100,000	40,307
61050 PERMANENT PART-TIME	16,551	73,341	28,000	40,072
61110 OVERTIME PAY	5,719	8,000	2,500	8,000
61210 LONGEVITY	324	409	50	
61455 REGULAR SALARIES-CHGBACKS	33,228			
61510 HEALTH INSURANCE	15,566	16,322	11,100	6,819
61615 LIFE INSURANCE	69	68	45	44
61630 SHOE ALLOWANCE		33	10	
61710 IMRF	14,886	23,985	16,400	8,842
61725 SOCIAL SECURITY	8,702	12,934	8,800	4,874
61730 MEDICARE	2,035	3,025	1,500	1,140
62185 OTHER CONSULTING SERVICES		23,400	32,495	23,400
62205 ADVERTISING	18,429	8,000	8,000	1,000
62210 PRINTING		5,000	5,000	
62275 POSTAGE CHARGEBACKS	63	500	300	500
62295 TRAINING & TRAVEL	3,105	5,000	750	2,000
62380 COPY MACHINE CHARGES		1,000	1,000	1,000
62481 ACQUISITION/CLOSING COSTS	29,327			
62482 CONSTRUCTION	4,430,827	2,500,000	2,500,000	75,000
62483 DEVELOPER FEES	497,528	500,000	500,000	70,000
62484 DISPOSITION	14,478	5,000		5,000
62486 ACQUISITION COSTS-NSP GRANT	2,277,167			
62488 PRE-CONSTRUCTION	110,589	150,000	150,000	
62489 SITE MAINTENANCE	170,126	150,000	150,000	50,000
62490 OTHER PROGRAM COSTS	38,976	1,000	500	500
62492 SOFT COSTS	397,496	200,000	200,000	50,000
62504 RESERVES	44,500			
62509 SERVICE AGREEMENTS / CONTRACTS	34,080	35,000	35,000	35,000
62516 HOME BUYER ASSISTANCE	28,799			
62750 MEDICAL INS CHGBKS	(1,200)			
62765 PENSION CONTRIB-CHGBKS	5,964			
65095 OFFICE SUPPLIES	223	1,000	1,500	500
66025 TRAN.TO DS FUND- ERI DEBT SERV	3,616	3,905	4,046	4,046
66131 TRANSFER TO GENERAL FUND	114,984	145,000	128,000	30,000
5005 NEIGHBORHOOD STABILIZATION PROGRAM	8,438,092	4,011,917	3,884,996	458,044

City of Evanston

Motor Fuel Tax Fund (Fund #200)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Operating Revenue				
State Allotment	1,816,463	2,125,000	1,800,000	1,750,000
Investment Earnings	1,103	2,000	500	500
Total Revenue	1,817,566	2,127,000	1,800,500	1,750,500
Operating Expenses				
Street Resurfacing (2012)	1,181,452	-	-	-
Street Resurfacing (2013)	-	1,400,000	1,400,000	-
Street Resurfacing (2014)	-	-	-	1,400,000
Transfer to General Fund - Staff Engineering	132,727	133,000	133,000	133,000
Transfer to General Fund - Street Maintenance	704,263	700,000	700,000	700,000
Total Expenditures	2,018,442	2,233,000	2,233,000	2,233,000
Net Surplus (Deficit)	(200,876)	(106,000)	(432,500)	(482,500)
Beginning Fund Balance	1,200,244		999,368	566,868
Ending Fund Balance	999,368		566,868	84,368

Performance Report on FY2013 Major Program Objectives

The Motor Fuel Tax Fund is used for street maintenance, street resurfacing, and signal upgrade projects. The funds are authorized by the Illinois Department of Transportation and are appropriated as part of the City's share of the gasoline tax. Motor Fuel Tax funds are also used for street cleaning, street sweeping, and snow removal operations.

Motor Fuel Tax Funds were used to used to resurface the following streets in 2013:

<u>STREET</u>	<u>FROM</u>	<u>TO</u>
Greenleaf Street	Chicago Avenue	Hinman Avenue
Lee Street	Michigan Avenue	Sheridan Road
Forest Avenue	Keeney Street	Kedzie Street
Lake Steet	Elmwood Avenue	Sherman Avenue
Sherman Avenue	Greenwood Street	Lake Street
Oak Avenue	Greenleaf Street	Crain Street
Elinor Place	Ashland Avenue	Wesley Avenue
McDaniel Avenue	Church Street	Lyons Street
Princeton Avenue	Central Street	Dead End North
Forestview Road	Grant Street	Colfax Street
Washington Street	Ridge Avenue	Chicago Avenue
Washington Street	Dewey Avenue	Asbury Avenue

FY 2014 Department Initiatives

The following street resurfacing projects are scheduled for the MFT Fund in 2014:

<u>STREET</u>	<u>FROM</u>	<u>TO</u>
Dartmouth Place	Orrington Ave.	Sheridan Rd.
Clark Street	Ridge Ave.	Oak Ave.
Fowler Avenue	Greenleaf St.	Dempster St.
Grey Avenue	Cleveland St.	Washington St.
Oak Avenue	Church St.	Clark St.
Forest Avenue	South Blvd.	Keeney St.
Sherman Avenue	Madison St.	Main St.
Wesley Avenue	Greenleaf St.	Crain St.
Darrow Avenue	Foster St.	Simpson St.
Hamlin Street	Maple Ave.	Sherman Ave.
Wade Street	West End	Leland Ave.
Colfax Street	Marcy Ave.	Central Park
Hartrey Avenue	Grant St.	Lincoln Ave.
Ingleside Place	Sheridan Rd.	East End
Darrow Avenue	Mulford St.	Kirk St.
Dobson Street	Grey Ave.	Dodge Ave.
Florence Avenue	Kirk St.	North End

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
5100 MOTOR FUEL TAX				
62720 TRNF TO GF - STREET MAINT	836,990			
65515 OTHER IMPROVEMENTS	1,181,452	1,400,000	1,400,000	1,400,000
66131 TRANSFER TO GENERAL FUND		833,000	833,000	833,000
5100 MOTOR FUEL TAX	2,018,442	2,233,000	2,233,000	2,233,000

City of Evanston

Emergency Telephone System Fund Summary (Fund #205)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Full-Time Regular	Assistant Communications Coordinator	2.00
Full-Time Regular	Communications Coordinator	1.00
Full-Time Regular	Telecommunicator	2.00
5150 Total		5.00
Emergency Telephone System Fund Total		5.00

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue				
Landline Surcharge Revenue	564,483	617,400	540,000	529,200
Wireless Surcharge Revenue	440,606	416,160	420,000	428,400
Interest	679	1,000	1,000	1,000
Total Revenue	1,005,768	1,034,560	961,000	958,600
Expenditures				
Operating Expense	820,289	891,122	813,380	935,767
Transfer to General Fund	125,950	125,950	125,950	125,950
Transfer to Insurance Fund	95,095	98,993	92,179	88,858
Transfer to Debt Service	10,385	11,215	11,215	11,622
Capital Improvements	-	120,000	40,200	250,000
Total Expenditures	1,051,719	1,247,280	1,082,924	1,412,197
Net Surplus (Deficit)	(45,951)	(212,720)	(121,924)	(453,597)
Beginning Fund Balance	1,310,758		1,264,807	1,142,883
Ending Fund Balance	1,264,807		1,142,883	689,286

Description of Major Activities

In accordance with Illinois Public Act 85-978, in December of 1990 the City of Evanston enacted Ordinance 133-O-90 by referendum. The purpose of the Ordinance was to establish an Enhanced 9-1-1 system. Per the legislature, an Emergency Telephone Systems Board (ETSB) was established. The stated function of the ETSB is to design and implement an Enhanced 9-1-1 system for the City of Evanston and monitor the system once in place.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
5150 EMERGENCY TELEPHONE SYSTEM				
61010 REGULAR PAY	382,445	391,764	379,000	387,875
61062 SPECIAL EVENT SALARIES	2,576	5,000	4,000	4,000
61110 OVERTIME PAY	2,289	3,000	2,000	2,000
61111 HIREBACK OT	1,452			
61112 SPECIAL DETAIL OT	1,923			
61210 LONGEVITY	6,067	8,816	6,200	9,174
61420 ANNUAL SICK LEAVE PAYOUT	3,775	4,500	1,700	4,500
61425 ANNUAL HOLIDAY PAYOUT		3,000	1,000	3,000
61510 HEALTH INSURANCE	77,419	81,314	74,500	71,237
61615 LIFE INSURANCE	228	231	231	173
61635 UNIFORM ALLOWANCE	1,700	1,350	1,700	1,700
61710 IMRF	40,181	45,386	37,600	43,675
61725 SOCIAL SECURITY	23,555	24,400	22,500	24,154
61730 MEDICARE	5,509	5,706	4,200	5,649
62225 BLDG MAINTENANCE SERVICES	3,260	5,000	3,500	3,500
62295 TRAINING & TRAVEL	4,954	7,500	4,000	7,500
62360 MEMBERSHIP DUES	601	900	700	900
62509 SERVICE AGREEMENTS / CONTRACTS	155,407	216,000	194,100	222,340
64505 TELECOMMUNICATIONS - CARRIER L	78,886	86,000	76,000	86,000
64540 TELECOMMUNICATIONS - WIRELESS	52,242	53,100	52,300	53,100
65020 CLOTHING		1,200	1,200	1,200
65035 PETROLEUM PRODUCTS	20	800	600	800
65085 MINOR EQUIPMENT & TOOLS	12,444	19,200	15,600	19,200
65095 OFFICE SUPPLIES	678	1,500	1,000	1,500
65515 OTHER IMPROVEMENTS	90			
65620 OFFICE MACH. & EQUIP.		2,000	1,480	2,000
65625 FURNITURE, FIXTURE & EQUIPMENT	40,235	120,000	40,200	297,000
66025 TRAN.TO DS FUND- ERI DEBT SERV	10,385	11,215	11,215	11,622
66130 TRANSFER TO INSURANCE FUND	17,448	17,448	17,448	17,448
66131 TRANSFER TO GENERAL FUND	125,950	125,950	125,950	125,950
68205 CONTINGENCIES	-	5,000	3,000	5,000
5150 EMERGENCY TELEPHONE SYSTEM	1,051,719	1,247,280	1,082,924	1,412,197

City of Evanston
Special Service Area #4 (Fund #210)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
Property Tax Revenue	342,021	370,000	370,000	370,000
Investment Income	7	-	-	-
Total Revenues	342,028	370,000	370,000	370,000
Expenditures				
Professional Fees (Downtown Evanston)	398,000	370,000	370,000	370,000
Total Expenditures	398,000	370,000	370,000	370,000
Net Surplus (Deficit)	(55,972)	-	-	-
Beginning Fund Balance	(61,031)		(117,003)	(117,003)
Ending Fund Balance	(117,003)		(117,003)	(117,003)

Description of Major Activities

Special Service Area 4 (SSA4) was established to provide certain public services to supplement services currently or customarily provided by the City to the Territory, assist the promotion and advertisement of the Territory in order to attract businesses and consumers to the Territory, and provide any other public services to the Territory which the City may deem appropriate from time to time. Special services as they apply to SSA4 include maintenance of public improvements, including landscaping, together with any such other further services necessary to the accomplishment of the improvement. SSA4 is managed by Downtown Evanston (formerly EvMark), an Illinois not-for-profit corporation.

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
5160 SPECIAL SERVICE DIST #4				
62517 SPECIAL SERVICE AREA AGREEMENT	398,000	370,000	370,000	370,000
5160 SPECIAL SERVICE DIST #4	398,000	370,000	370,000	370,000

City of Evanston

Community Development Block Grant (Fund #215)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Full-Time Regular	Housing and Grant Administrator	0.75
Part-Time Regular	Financial Analyst	0.35
Full-Time Regular	Housing Planner	0.75
Full-Time Regular	Grant and Compliance Specialist	0.75
5220 Total		2.60
Community Development Block Grant Fund Total		2.60

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Funds Provided				
Annual Entitlement	1,503,612	1,540,000	1,668,544	1,500,000
Prior year entitlement draw-down	-			115,800
Funds reallocated from prior years	17,793	33,100	33,100	52,288
Program Income	-	352,000	210,000	70,000
Total Funds Provided	1,521,405	1,925,100	1,911,644	1,738,088
Expenditures				
CDBG Administration/Planning	-	195,522	171,004	300,000
Development Activities	1,928,694	612,500	604,495	456,288
Capital Projects	-	494,800	422,544	410,800
Transfers to General Fund	2,711	781,278	585,700	571,000
Total Expenditures	1,931,405	2,084,100	1,783,743	1,738,088
NET SURPLUS (DEFICIT)	(410,000)	(159,000)	127,901	-
Beginning Fund Balance	422,799		12,799	140,700
Ending Fund Balance	12,799		140,700	140,700

2014 budget and allocations are estimates based on prior year and will be updated following receipt of the City's 2014 CDBG grant. The City's 2013 CDBG grant was larger than estimated and accounts for the change between budget and estimated actual.

City of Evanston

Community Development Block Grant (Fund #215)

Performance Report on FY2013 Major Program Objectives

Thirty-four programs and projects were funded in FY 2013 and four projects/programs funded in prior years continue to be implemented. Staff submitted the 2012 CAPER (Consolidated Plan Annual Performance and Evaluation Report) covering Evanston's use of CDBG, HOME and ESG funds, the Contractor-Subcontractor Reports and Semi-Annual Labor Reports and Section 3 Report to HUD by due dates.

Planning & Zoning staff continued the implementation of two Neighborhood Revitalization Strategy Area plans, part of the 2010-2014 Consolidated Plan, that focus resources on neighborhoods in west and south Evanston that have been hardest hit by foreclosures and unemployment.

2014 Department Initiatives

1. Develop the 2015-2019 Consolidated Plan governing the use of CDBG, HOME and ESG through a planning process that engages residents and stakeholders, particularly low- and moderate income persons who are the target of those grant funds, and submit to HUD for approval. Prepare and submit the 2015 Action Plan for approval.
2. Continue to refine measures and assessments for CDBG-funded programs to further improve outcomes and reporting to HUD, with a focus on activities in the NRSAs.
3. Continue to provide technical assistance to CDBG sub-recipients, particularly relating to reporting and financial management shortcomings identified by monitoring visits.
4. Provide staff support to the Housing & Community Development Act Committee (14 meetings a year). Expand staff input to the Committee on the effectiveness of CDBG sub-recipients in achieving City goals as outlined in the Consolidated Plan.
5. Monitor and assess all new and ongoing CDBG-funded activities for compliance with program plans and contractual obligations, including Davis-Bacon prevailing wage requirements.
6. Work with other funding sources, including the City's Mental Health Board, the Evanston Community Foundation, and the United Way to improve efficiencies for organizations applying for funds from multiple sources, as well as effectiveness of outcome reporting in order to better assess the impact on a communitywide basis.
7. Continue to seek training opportunities to ensure effective program management that complies with HUD requirements and addresses the goals of the City's Consolidated Plan.
8. Continue to expand publicity about the CDBG program and seek input from low- and moderate-income residents, including those for whom English is a second language, as part of the public involvement plan.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
5170 CDBG				
61010 REGULAR PAY	77,485	101,522	73,000	179,388
61050 PERMANENT PART-TIME	40,512	20,068	20,068	14,019
61110 OVERTIME PAY	12,916	10,000	6,000	10,000
61210 LONGEVITY	1,303	1,228	500	275
61420 ANNUAL SICK LEAVE PAYOUT	1,941			
61455 REGULAR SALARIES-CHGBACKS	3,700			
61510 HEALTH INSURANCE	11,545	12,536	12,536	31,397
61615 LIFE INSURANCE	231	50	50	124
61630 SHOE ALLOWANCE		98	50	155
61710 IMRF	13,838	13,915	10,000	21,305
61725 SOCIAL SECURITY	8,074	8,129	6,000	12,307
61730 MEDICARE	1,891	1,900	1,500	2,878
62190 HOUSING REHAB SERV-WEST NRSA	280			
62205 ADVERTISING	2,547	1,000	1,500	1,000
62210 PRINTING	34			
62250 COMPUTER EQUIPMENT MAINT	1,375			
62275 POSTAGE CHARGEBACKS	1,169	1,400	500	619
62280 OVERNIGHT MAIL CHARGES	43			
62285 COURIER CHARGES	17	300	400	300
62295 TRAINING & TRAVEL	29	1,000	300	3,800
62315 POSTAGE	34			
62380 COPY MACHINE CHARGES	1,000	1,500	1,700	1,500
62490 OTHER PROGRAM COSTS	537,095	612,500	616,995	572,038
65095 OFFICE SUPPLIES	364	500	1,100	500
65510 BUILDINGS	410,000			
65515 OTHER IMPROVEMENTS		494,800	422,544	295,000
66025 TRAN.TO DS FUND- ERI DEBT SERV	2,711	2,928	3,350	3,035
66130 TRANSFER TO INSURANCE FUND	17,448	17,448	19,950	17,448
66131 TRANSFER TO GENERAL FUND	754,185	781,278	585,700	571,000
67045 Y.O.U.	29,638	-	-	-
5170 CDBG	1,931,405	2,084,100	1,783,743	1,738,088

City of Evanston
CDBG LOAN (Fund #220)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Funds Provided:				
Intergovernmental Revenue	138,409	-	100,000	50,000
Program Income		9,000	1,500	10,000
Interest Income	<u>15,450</u>	<u>-</u>	<u>50</u>	<u>100</u>
Total Revenues	153,859	9,000	101,550	60,100
Expenditures				
Program Expenses	<u>11,126</u>	<u>20,000</u>	<u>61,880</u>	<u>20,000</u>
Total Expenditures	11,126	20,000	61,880	20,000
NET SURPLUS (DEFICIT)	<u>142,733</u>	<u>(11,000)</u>	<u>39,670</u>	<u>40,100</u>
Beginning Fund Balance	2,002,080		2,144,813	2,184,483
Ending Fund Balance	2,144,813		2,184,483	2,224,583

Description of Major Activities

The CD Loan Fund is a revolving loan fund. Its purpose is to provide residential rehabilitation loans for income eligible 1- to 3- unit owner occupied residential properties and multi-family rental properties that are occupied by income eligible households under HUD regulations. In addition, it funds title transfer loans for income eligible homeowners to demolish unsafe garages and dangerous trees. Funds may also be used for the Self-Help Paint program, which provides small grants for paint and supplies for income eligible homeowners to correct code violations and improve the appearance of their homes. This fund was established with HUD approval using Community Development Block Grant funds. Principal and interest payments from loans are returned to the Revolving Loan Fund and used for additional eligible projects.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
5280 CD LOAN				
65535 REHAB LOANS	<u>11,126</u>	<u>20,000</u>	<u>61,880</u>	<u>20,000</u>
5280 CD LOAN	11,126	20,000	61,880	20,000

CITY OF EVANSTON

Economic Development Fund (Fund #225)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Full-Time Regular	Economic Development Planner	1.00
Full-Time Regular	Director, Community Development	0.25
Full-Time Regular	Intergovernmental Affairs Coordinator	1.00
Full-Time Regular	Senior Economic Development Planner	1.00
Full-Time Regular	ICMA Fellow	1.00
Full-Time Regular	Economic Development Division Manager	1.00
Full-Time Regular	Economic Development Specialist	1.00
5300 Total		6.25
Economic Development Fund Total		6.25

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Operating Revenue:				
Hotel Tax	1,533,128	1,600,000	1,600,000	1,500,000
Amusement Tax	297,000	300,000	300,000	300,000
Howard-Ridge Loan Repayment	48,500	48,500	48,500	45,500
Miscellaneous	1,797	-	-	-
Grants	-	-	-	1,000,000
Investment Income	412	800	400	800
Total Revenues	1,880,837	1,949,300	1,948,900	2,846,300
Operating Expenditures:				
Economic Development Activities	1,452,583	1,830,209	1,832,306	1,760,889
Other Charges - Gigabit Challenge	-	-	-	1,000,000
Capital Projects	-	3,500	4,600	-
Transfer to Debt Service	12,752	13,771	13,771	14,271
Transfer to Insurance Fund		67,416	67,416	66,546
Transfers to General Fund	452,707	452,707	452,707	452,707
Total Expenditures	1,918,042	2,367,603	2,370,800	3,294,413
Net Surplus (Deficit)	(37,205)	(418,303)	(421,900)	(448,113)
Beginning Fund Balance	2,187,609		2,150,404	1,728,504
Ending Fund Balance	2,150,404		1,728,504	1,280,391

CITY OF EVANSTON

Economic Development Fund (Fund #225)

Description of Major Activities

The Economic Development Fund provides support for the implementation of the City Council adopted Economic Development Plan; funding for the City's economic development initiatives as well as staff, consulting services, and marketing efforts needed to support these activities. In addition, the Economic Development Fund is a resource for business assistance, in the form of loans and grants, particularly in areas outside of the seven TIF Districts.

FY 2014 Objectives

1. Implement City Council Adopted Economic Development Plan and Work Plan
2. Retain and attract locally based retailers while attracting national retailers to Evanston
3. Complete regular TIF District updates
4. Continue support of existing business district associations
5. Work with developer for the redevelopment of Evanston Plaza
6. Support projects at City-owned sites and identify new opportunities for business growth and expansion on Howard Street
7. Initiate the Main/Chicago TIF review process to foster transparency in public funding on projects in TIF districts
8. Work with business districts who expressed interest in creation of new SSA Districts
9. Increase City interaction with incubator/start up firms; assist with second-stage expansion
10. Maintain and support information contained on the City's Economic Development Website, EvanstonEdge.com; pertinent information includes how to start a business, available properties, existing business directories, features on Evanston businesses
11. Support redevelopment efforts on key vacant parcels throughout Evanston
12. Work with Economic Development Partners to support business retention efforts
13. Expand economic development assistance programs based on small business needs
14. Continue to enhance Evanston marketing activities through social media and Evanstonedge.com website
15. Organize and provide support for targeted industry groups
16. Stimulate development on west side, particularly Church/Dodge and Dempster/Dodge
17. Increase number of Evanston-based businesses bidding on City-funded projects
18. Support the new Health & Wellness Business Association as it grows to expand membership and adopt a mission statement in 2014

Ongoing Activity Measures	FY2012 Actual	FY2013 Projection	FY2014 Projection
Number of new businesses located in Evanston	80	50	60
Number of new permanent jobs created	113	172	180
Number of business visits (exclusive of meetings)	168	140	120

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
5300 ECONOMIC DEVELOPMENT				
61010 REGULAR PAY	523,193	501,675	501,675	467,857
61055 TEMPORARY EMPLOYEES	17,057			
61060 SEASONAL EMPLOYEES		15,000	15,000	15,000
61110 OVERTIME PAY	28,969	20,000	20,000	20,000
61415 TERMINATION PAYOUTS	6,602			
61510 HEALTH INSURANCE	57,379	49,747	49,747	48,992
61615 LIFE INSURANCE	507	221	221	106
61626 CELL PHONE ALLOWANCE	4,243	3,888	3,182	1,872
61630 SHOE ALLOWANCE		310		310
61710 IMRF	56,837	56,840	56,840	51,464
61725 SOCIAL SECURITY	35,107	33,215	33,215	30,624
61730 MEDICARE	8,210	7,681	7,681	7,162
62136 REDEVELOPMENT CONSULTING SVCS	79,476	75,000	75,000	75,000
62185 OTHER CONSULTING SERVICES	75,027	75,000	75,000	75,000
62205 ADVERTISING	1,344			
62210 PRINTING	84			
62275 POSTAGE CHARGEBACKS	416	400	400	400
62280 OVERNIGHT MAIL CHARGES	80	200	200	200
62285 COURIER CHARGES		250	250	250
62295 TRAINING & TRAVEL	2,855	8,500	8,500	8,500
62346 REAL ESTATE TAX PMNT- COUNTY	12,118			
62360 MEMBERSHIP DUES	5,430	12,000	8,000	12,000
62490 OTHER PROGRAM COSTS	18,449	16,000	23,112	16,000
62509 SERVICE AGREEMENTS / CONTRACTS	49,163	65,500	65,500	
62605 OTHER CHARGES				1,000,000
62659 ECO.DEV.PARTNERSHIP CONTRIBUT.	230,519	290,500	290,500	327,500
62660 BUSI.ATTRactions/EXPANSION INV	117,977	500,000	500,000	500,000
65010 BOOKS, PUBLICATIONS, MAPS	99	500	500	500
65025 FOOD	276			
65095 OFFICE SUPPLIES	1,973	750	750	750
65522 BUSINESS DISTRICT IMPROVEMENTS	65,263	147,000	147,000	147,000
65525 PAINT GRANTS-SOUTH NRSA	448			
65625 FURNITURE, FIXTURE & EQUIPMENT	36,034	3,500	4,600	3,500
66025 TRAN.TO DS FUND- ERI DEBT SERV	12,752	13,771	13,771	14,271
66130 TRANSFER TO INSURANCE FUND	17,448	17,448	17,448	17,448
66131 TRANSFER TO GENERAL FUND	452,707	452,707	452,708	452,707
5300 ECONOMIC DEVELOPMENT	1,918,042	2,367,603	2,370,800	3,294,413

City of Evanston
 Neighborhood Improvement (Fund #235)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues:				
Taxes	20,000	20,000	20,000	20,000
Transfer From Other Funds	-	-	-	-
Investment income	-	-	-	-
Total Revenue	20,000	20,000	20,000	20,000
Expenditures				
Program Expenses	-	50,000	-	50,000
Transfer to Other Funds	-	-	-	-
Total Expenditures	-	50,000	-	50,000
NET SURPLUS (DEFICIT)	20,000	(30,000)	20,000	(30,000)
Beginning Fund Balance	109,915		129,915	149,915
Ending Fund Balance	129,915		149,915	119,915

Description of Major Activities

The Neighborhood Improvement Fund is used for special improvement projects in the Dempster-Dodge Shopping Center and the Main Street Commons area.

The expense budgeted for 2013 is for potential Main Street Commons neighborhood.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
5360 NEIGHBORHOOD IMPROVEMENT				
62490 OTHER PROGRAM COSTS		50,000		50,000
5360 NEIGHBORHOOD IMPROVEMENT		50,000		50,000

City of Evanston
HOME (Fund #240)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Full-Time Regular	Housing Planner	0.25
5430 TOTAL		0.25
HOME Fund Total		0.25

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Funds Provided				
Intergovernmental Revenue	683,538	797,400	725,090	674,500
Program Income	6,976	-		
Total Funds Provided	690,514	797,400	725,090	674,500
Expenditures				
Administration/Planning	-	4,000	500	27,836
Development Activities	104,757	765,000	696,190	650,000
Transfers to General Fund	-	28,400	28,400	22,500
Total Expenditures	104,757	797,400	725,090	700,336
NET SURPLUS (DEFICIT)	585,757	-	-	(25,836)
Beginning Fund Balance	2,720,618		3,306,375	3,306,375
Ending Fund Balance	3,306,375		3,306,375	3,280,539

Notes on Financial Summary:

Congress has not yet appropriated 2014 HOME funding, so grant amount is estimated. Restricted fund balance above consists of notes receivable for loans issued through the HOME program

Please note that all fund balance amounts refer to loans receivable / forgivable and this fund maintains a minimal cash balance.

City of Evanston

HOME (Fund #240)

Description of Major Activities

The HOME Investment Partnership program addresses the affordable housing needs of low and moderate income individuals and families by promoting, preserving, and producing affordable housing; providing housing-related services; and providing support for private and non-profit entities that actively address these housing needs. HOME funds are used to:

1. Finance the acquisition and/or rehabilitation of existing residential units;
2. Fund new construction of affordable housing;
3. Fund down payment assistance forgivable loans for households with incomes \leq 80% of area median income
4. Fund Tenant Based Rental Assistance (TBRA)

FY 2014 Objectives

1. Finance the acquisition and rehab of 20 housing units for affordable housing (rental or homeownership)
2. Provide rental assistance to 20 eligible households with children under the age of 18 through TBRA

Ongoing Activity Measures	2012 Actual	2013 Projected	2014 Projected
Number of housing units acquired and/or rehabbed	9	26	10
Number of households helped with Tenant Based Rental Assistance	0	10	20
Housing and Homeless Commission	13	13	13

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
5430 HOME FUND				
61010 REGULAR PAY				19,489
61510 HEALTH INSURANCE				2,735
61710 IMRF				2,144
61725 SOCIAL SECURITY				1,190
61730 MEDICARE				278
62185 OTHER CONSULTING SERVICES		2,000		
62295 TRAINING & TRAVEL		2,000	500	2,000
62490 OTHER PROGRAM COSTS				
65535 REHAB LOANS	104,757	765,000	696,190	650,000
66131 TRANSFER TO GENERAL FUND	-	<u>28,400</u>	<u>28,400</u>	<u>22,500</u>
5430 HOME FUND	104,757	797,400	725,090	700,336

City of Evanston
Affordable Housing Fund (Fund #250)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
Interest on Investments	748	228	150	250
Demolition Taxes	-	-	-	30,000
Developer Contributions	-	155,000	290,000	125,000
Rehab Repayments	-	-		
Misc.	61,601	-	-	-
Total Revenues	62,349	155,228	290,150	155,250
Expenditures				
Housing - Buildings		227,800	20,200	200,000
Down Payment Assistance	60,750		-	-
Transfer to General Fund	23,990	23,990	23,990	13,990
Housing Related Services	-	46,000	46,000	50,000
Total Expenditures	84,740	297,790	90,190	263,990
Net Surplus (Deficit)	(22,391)	(142,562)	199,960	(108,740)
Beginning Fund Balance	2,258,517		2,236,126	2,436,086
Ending Fund Balance	2,236,126		2,436,086	2,327,346

Notes for Financial Summary

Restricted portion of fund balance above primarily consists of note/loans receivable for loans issued under the Affordable Housing program.

Description of Major Activities

The Affordable Housing Fund stimulates neighborhood revitalization and addresses the affordable housing needs of low and moderate income individuals and families by promoting, preserving, and producing affordable housing; providing housing-related services; and providing support for non-profit organizations that actively address these housing needs, through:

1. Providing funds for a comprehensive tenant/landlord program through the Interfaith Housing Center of the Northern Suburbs;
2. Providing funds for the acquisition, rehabilitation, and new construction of affordable housing;
3. Providing funding support for the Homeless Management Information System (HMIS);
4. Providing funding support for transitional housing, housing education, and related services;
5. Providing local match funds for Federal housing grants where appropriate;
6. Funding critical housing initiatives which are not eligible for Federal HOME funds.

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
5465	AFFORDABLE HOUSING				
62490	OTHER PROGRAM COSTS	60,750			
62770	MISCELLANEOUS		46,000	46,000	50,000
65510	BUILDINGS		227,800	20,200	200,000
66131	TRANSFER TO GENERAL FUND	23,990	23,990	23,990	13,990
5465	AFFORDABLE HOUSING	<u>84,740</u>	<u>297,790</u>	<u>90,190</u>	<u>263,990</u>

City of Evanston

Washington National Special Tax Allocation Fund Summary (Fund #300)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues:				
Net Property Tax Increment	4,594,537	4,600,000	4,450,000	3,700,000
Interest Income	17,754	25,000	15,000	10,000
Total Revenue	4,612,291	4,625,000	4,465,000	3,710,000
Expenditures:				
Series 1997 (refunded by 1999 & 2008D) Principal	405,000	425,000	425,000	455,000
Series 1997 (refunded by 1999 & 2008D) Interest	100,650	78,376	78,376	55,000
Contributions to Other Agencies	725,366	-	-	-
Economic Development Projects	-	1,250,000	-	1,250,000
Capital Improvements	82,593	2,836,000	2,434,000	722,486
Contractual Services	-	145,000	200,000	250,000
Transfer to Parking Fund (for Sherman Garage debt)	3,876,726	3,631,350	3,631,350	2,925,296
Transfer to General Fund	325,000	331,000	331,000	331,000
Total Expenditures	5,515,335	8,696,726	7,099,726	5,988,782
Net Surplus (Deficit)	(903,044)	(4,071,726)	(2,634,726)	(2,278,782)
Beginning Fund Balance	8,194,348		7,291,304	4,656,578
Ending Fund Balance	7,291,304		4,656,578	2,377,796

Description of Major Activities

The City Council adopted the Washington National Tax Increment Financing District (TIF) on September 15, 1994. The TIF District consists of approximately 83,000 square feet of land (bounded by Church Street on the north, Davis Street on the south and Chicago Avenue on the east) located in the downtown business area of the City.

This Fund is responsible for the receipt of all debt proceeds issued and allocated to the TIF, as well as principal and interest payments on outstanding debt. The Washington National TIF typically transfers funds to the Parking Garage Fund and Parking Fund to assist with debt payments related to the Sherman Avenue Garage.

In FY 2013, \$2,886,000, worth of infrastructure projects were approved as outlined in the FY 2013 CIP. In addition, in FY 2014, \$722,486 of infrastructure projects are included in the CIP and approximately \$1,250,000 is reserved for Economic Development projects.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
5470 WASHINGTON NATIONAL TIF				
62185 OTHER CONSULTING SERVICES	48,181			
62605 OTHER CHARGES	102,693	1,395,000	200,000	1,500,000
62685 REIMB. GF FOR ADMIN. EXP	325,000			
65502 CONSTRUCTION	34,412			
65515 OTHER IMPROVEMENTS	622,673	2,836,000	2,434,000	722,486
66020 TRANSFERS TO OTHER FUNDS	3,876,726	3,631,350	3,631,350	2,925,296
66131 TRANSFER TO GENERAL FUND		331,000	331,000	331,000
68305 DEBT SERVICE-PRINCIPAL	405,000	425,000	425,000	455,000
68315 DEBT SERVICE-INTEREST	100,650	78,376	78,376	55,000
5470 WASHINGTON NATIONAL TIF	<u>5,515,335</u>	<u>8,696,726</u>	<u>7,099,726</u>	<u>5,988,782</u>

City of Evanston
Special Service Area #5 (Fund #305)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
Net Property Taxes	408,107	448,875	448,875	397,800
Interest Income	9	-	-	-
Total Revenue	408,116	448,875	448,875	397,800
Expenditures				
Series 2002C Bonds Principal	325,000	340,000	340,000	390,000
Series 2002C Bonds Interest	98,231	78,816	78,816	46,605
Total Expenditures	423,231	418,816	418,816	436,605
Net Surplus (Deficit)	(15,115)	30,059	30,059	(38,805)
Beginning Fund Balance	448,169		433,054	463,113
Ending Fund Balance	433,054		463,113	424,308

Description of Major Activities

The City Council adopted Special Service Area #5 (SSA #5) on June 27, 1994. Special Service Area #5 is comprised of the City downtown business district. The City Council also approved a \$9,500,000 Downtown Public Works Improvement program for Area #5. The ordinances establishing the area authorized the issuance of up to \$5,000,000 Special Service Area bonds. On June 21, 1995, \$3,060,000 of the Special Service Area bonds were sold and on July 9, 1996, the City sold another \$1,940,000 issue of special service bonds at public bid. The City issued series 2002C bonds in October 2002. Part of the proceeds were used to refund series 1995 and series 1996 SSA #5 property tax bonds.

The City issued Series 2012A Bonds in July 2012. Part of the proceeds were used to retire 2002C Bonds, which were used to retire Series 1995 and Series 1996 SSA #5 Bonds.

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
5480 SSD #5 DEBT SERVICE FUND				
68305 DEBT SERVICE-PRINCIPAL	325,000	340,000	340,000	390,000
68315 DEBT SERVICE-INTEREST	98,231	78,816	78,816	46,605
5480 SSD #5 DEBT SERVICE FUND	423,231	418,816	418,816	436,605

City of Evanston

Howard-Hartrey TIF (Southwest II) Debt Service Fund Summary (Fund #310)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
Net Property Tax Increment	1,113,811	1,100,000	1,110,000	1,100,000
Interest Income	<u>13,251</u>	<u>10,000</u>	<u>11,000</u>	<u>10,000</u>
Total Revenue	1,127,062	1,110,000	1,121,000	1,110,000
Expenditures				
1994 & 1996 Bonds (refunded by 1999 and then 2008D bonds) Principal	605,000	645,000	645,000	685,000
1994 & 1996 Bonds (refunded by 1999 and then 2008 D bonds) Interest	109,603	75,611	75,611	39,088
Surplus Distribution	1,000,000	1,000,000	1,000,000	-
Capital Projects	2,170	1,400,000	150,000	500,000
Other Expenses	23,923	500,000	-	-
Economic Development	-	-	-	2,500,000
Operating Transfer to General Fund	<u>141,600</u>	<u>144,400</u>	<u>144,400</u>	<u>144,400</u>
Total Expenditures	1,882,296	3,765,011	2,015,011	3,868,488
Net Surplus (Deficit)	<u>(755,234)</u>	<u>(2,655,011)</u>	<u>(894,011)</u>	<u>(2,758,488)</u>
Beginning Fund Balance	5,000,873		4,245,639	3,351,628
Ending Fund Balance	4,245,639		3,351,628	593,140

Description of Major Activities

The City Council adopted the Southwest II Tax Increment Finance (TIF) District – also called the Howard-Hartrey TIF – on April 27, 1992. The TIF District consists of a 23-acre site located at 2201 West Howard Street in the southwest corner of the City. The development consists of a shopping center with several large stores. The total project cost is estimated to be \$39,266,932, of which the City provided \$7,390,000 in land acquisition and public improvement costs.

This Fund is responsible for the payment of principal and interest on any outstanding debt service associated with this TIF. The debt service payment schedule extends through FY 2014.

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
5500	HOWARD-HARTREY TIF D S				
62185	OTHER CONSULTING SERVICES	670			
62503	APPRAISAL FEES	1,500			
62605	OTHER CHARGES	1,739	500,000		2,500,000
62665	CONTRIB TO OTHER AGENCIES	1,000,000	1,000,000	1,000,000	
65515	OTHER IMPROVEMENTS	22,185	1,400,000	150,000	500,000
66131	TRANSFER TO GENERAL FUND	141,600	144,400	144,400	144,400
68305	DEBT SERVICE-PRINCIPAL	605,000	645,000	645,000	685,000
68315	DEBT SERVICE-INTEREST	109,602	75,611	75,611	39,088
5500	HOWARD-HARTREY TIF D S	<u>1,882,296</u>	<u>3,765,011</u>	<u>2,015,011</u>	<u>3,868,488</u>

City of Evanston

Southwest TIF Tax Allocation Debt Service Fund Summary (Fund #315)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
Net Property Tax Increment	448,605	465,000	485,000	485,000
Interest Income	7	100	500	1,000
Total Revenue	448,612	465,100	485,500	486,000
Expenditures				
Economic Development Activities	670	-	-	748,439
Capital Improvement Projects	-	580,000	469,000	-
Operating Transfer to General Fund	28,920	29,500	29,500	29,500
Total Expenditures	29,590	609,500	498,500	777,939
Net Surplus (Deficit)	419,022	(144,400)	(13,000)	(291,939)
Beginning Fund Balance	(114,083)		304,939	291,939
Ending Fund Balance	304,939		291,939	-

Description of Major Activities

The City Council adopted the Southwest Tax Increment Finance District (TIF) on June 25, 1990. The TIF District consists of approximately twelve acres of contiguous land located in the area generally known as the City's southwest industrial corridor and is roughly bounded by Main Street on the north, Pitner Avenue on the east, the North Shore Channel and the Main Street Shopping Plaza on the west.

In order to provide initial funding to implement the plan, the City sold \$15,155,000 worth of Series 1990 General Obligation (GO) bonds on September 24, 1990, of which \$2,100,000 of the proceeds were used for the redevelopment project. Debt service on the TIF District share of the obligation is eventually expected to be met by property tax increment revenues derived from the project. This separate debt service fund is established in accordance with law and is called the Southwest Special Tax Allocation Fund in order to account for the payment of the debt service associated with municipal debt issued for the Southwest TIF District.

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
5540 SOUTHWEST TIF DEBT SERVICE				
62185 OTHER CONSULTING SERVICES	670			
62685 REIMB. GF FOR ADMIN. EXP	28,920			
65515 OTHER IMPROVEMENTS		580,000	469,000	748,439
66131 TRANSFER TO GENERAL FUND		29,500	29,500	29,500
5540 SOUTHWEST TIF DEBT SERVICE	<u>29,590</u>	<u>609,500</u>	<u>498,500</u>	<u>777,939</u>

City of Evanston

Debt Service Fund Budget Summary (Fund #320)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue				
Net Property Tax Levy	12,184,177	11,798,019	11,600,000	10,879,993
Special Assessment Levy	-	-	-	169,848
Bond Proceeds/Premium/ Discounts	3,572,986	-	-	-
Transfer from Other Funds- IMRF	755,846	783,004	783,004	141,125
Transfer from General Fund			1,000,000	1,279,306
Misc Revenue	18,435	-	-	-
Interest Income	3,645	1,500	500	1,500
Transfer from Sewer Fund	99,650	190,210	190,210	207,284
Transfer from Special Assessment Fund	317,660	317,660	317,660	169,848
Total Revenue	16,952,399	13,090,393	13,891,374	12,848,904

Expenditures				
Series 2002 C- Principal DSF	4,195,000	-	-	-
Series 2002 C- Interest DSF	134,156	-	-	-
Series 2004- Principal DSF	760,000	775,000	775,000	-
Series 2004- Interest DSF	506,250	478,400	478,400	-
Series 2004 B- Principal DSF	1,630,000	595,000	595,000	-
Series 2004 B- Interest DSF	195,638	130,439	130,439	-
Series 2005- Principal DSF	730,000	1,095,000	1,095,000	-
Series 2005- Interest DSF	700,500	664,000	664,000	-
Series 2006- Principal DSF	80,000	85,000	85,000	185,000
Series 2006- Interest DSF	451,582	448,302	448,302	444,776
Series 2006 B Bonds- Principal DSF	-	35,000	35,000	1,130,000
Series 2006 B Bonds- Interest DSF	604,126	603,426	603,426	600,526
Series 2007 - Principal DSF	1,150,000	965,000	965,000	1,909,709
Series 2007 - Interest DSF	598,958	684,458	684,458	569,684
Series 2008A - Principal DSF	195,000	300,000	300,000	300,000
Series 2008A - Interest DSF	132,313	125,975	125,975	116,225
Series 2008C - Principal DSF	351,440	362,900	362,900	378,180
Series 2008C - Interest DSF	387,730	376,308	376,308	364,514
Series 2008D - Principal DSF	425,000	1,410,000	1,410,000	565,600
Series 2008D - Interest DSF	93,554	36,690	36,690	15,362
Series 2010 A- Principal DSF	300,000	305,000	305,000	305,000
Series 2010 A- Interest DSF	185,338	179,338	179,338	173,238
Series 2010 B- Principal DSF	613,946	647,358	647,358	684,946
Series 2010 B- Interest DSF	141,648	135,508	135,508	126,446
Series 2011 A- Principal DSF	1,081,676	1,234,836	1,234,836	1,250,432
Series 2011 A- Interest DSF	630,960	451,586	451,586	426,890
Series 2012 A- Principal DSF	-	955,000	955,000	1,025,000
Series 2012 A- Interest DSF	-	357,706	357,706	243,332
Series 2013 A- Principal DSF	-	-	-	-
Series 2013 A- Interest DSF	-	-	-	505,055
Series 2013 B- Principal DSF	-	-	-	1,601,006
Series 2013 B- Interest DSF	-	-	-	586,498
Series 2004- Principal SAF (Special Assessment Fund)	85,000	95,000	95,000	-
Series 2004- Interest SAF	19,600	13,650	13,650	-
Series 2005- Principal SAF	20,000	20,000	20,000	-
Series 2005- Interest SAF	18,500	17,500	17,500	-
Series 2006- Principal SAF	50,000	50,000	50,000	50,000
Series 2006- Interest SAF	10,576	8,526	8,526	6,450
Series 2007 - Principal SAF	35,000	35,000	35,000	40,000
Series 2007 - Interest SAF	35,320	33,920	33,920	31,994
Series 2008C - Principal SAF	18,400	19,000	19,000	19,800

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Series 2008C - Interest SAF	20,300	19,702	19,702	19,084
Series 2013A - Principal SAF	-	-	-	20,000
Series 2013A - Interest SAF	-	-	-	8,867
Series 2013 B- Principal SAF				120,000
Series 2013 B- Interest SAF				23,500
General Management and Support	-	5,000	500	1,000
Bond Issuance Costs	62,935	60,000	138,500	75,000
Fiscal Agent Fees	34,825	10,000	8,000	10,000
Total Expenditures	16,685,271	13,824,528	13,896,528	13,933,114
Net Surplus (Deficit)	267,128	(734,135)	(5,154)	(1,084,210)
Beginning Fund Balance	2,629,020		2,896,148	2,890,995
Ending Fund Balance	2,896,148		2,890,995	1,806,784

Description of Major Activities

The budgeted property tax revenue for FY 2014 is on the cash basis and represents 2013 levy, which will primarily be received in calendar year 2014. The FY 2014 expenditures are budgeted on cash basis and are the actual payments required to be made during the fiscal year according to debt maturity schedules.

City of Evanston
Howard-Ridge TIF (Fund #330)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
Net Property Taxes	752,477	500,000	460,000	350,000
Bond Proceeds	48,812	-	-	-
Interest Income	164	400	400	400
Miscellaneous	14,837	-	-	-
Total Revenue	816,290	500,400	460,400	350,400
Expenditures				
Economic Development Projects	692,633	-	-	-
Capital Improvements	-	800,000	-	-
Developer Agreement Payments	-	610,000	-	300,000
Repayment to Ec Dev Fund	48,500	48,500	48,500	45,500
Transfer Out- General Fund	120,400	120,400	120,400	60,000
Total Expenditures	861,533	1,578,900	168,900	405,500
Net Surplus (Deficit)	(45,243)	(1,078,500)	291,500	(55,100)
Beginning Fund Balance	1,100,753		1,055,510	1,347,010
Ending Fund Balance	1,055,510		1,347,010	1,291,910

Description of Major Activities

The City Council adopted the Howard-Ridge Tax Increment Financing (TIF) District on January 26, 2004. The TIF District is generally bounded on the north by various parcels that front Howard Street and Chicago Avenue, on the east by the City of Evanston's boundaries and the Chicago Transit Authority (CTA) Red Line, on the south by City boundaries and on the west by Ridge Avenue. The TIF District contains mixed residential uses, retail/commercial properties, and institutional uses.

Projects anticipated for 2014 include:

1. The possibility of initial reimbursement of TIF increment to the owners of 415 Howard Street, per the Redevelopment Agreement.
2. Initial payments to Economic Development Fund for property acquisition loan.

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
5860	HOWARD RIDGE TIF				
62185	OTHER CONSULTING SERVICES	670			
62509	SERVICE AGREEMENTS / CONTRACTS	1,672	610,000		300,000
62605	OTHER CHARGES	179			
62706	REVENUE SHARING AGREEMENTS	540,183			
64015	NATURAL GAS	3,724			
65511	BUILDING IMPROVEMENTS	25,266			
65515	OTHER IMPROVEMENTS	120,938	800,000		
66020	TRANSFERS TO OTHER FUNDS	48,500	48,500	48,500	45,500
66131	TRANSFER TO GENERAL FUND	120,400	120,400	120,400	60,000
5860	HOWARD RIDGE TIF	861,533	1,578,900	168,900	405,500

City of Evanston
West Evanston TIF (Fund #335)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues				
Net Property Taxes	26,572	300,000	42,000	40,000
Loan Proceeds	600,000	-	-	-
Bond Proceeds	-	3,400,000	-	-
Interest Income	713	1,000	200	100
Total Revenue	627,285	3,701,000	42,200	40,100
Expenditures				
Economic Development Projects	1,190,031	650,000	100,000	75,000
Other Charges	-	1,600,000	-	20,000
Debt Service - Interest	-	40,000	7,500	10,000
Transfer to General Fund	60,000	60,000	60,000	60,000
Capital Projects	-	1,285,000	10,000	-
Total Expenditures	1,250,031	3,635,000	177,500	165,000
Net Surplus (Deficit)	(622,746)	66,000	(135,300)	(124,900)
Beginning Fund Balance	1,495,593		872,847	737,547
Ending Fund Balance	872,847		737,547	612,647

Description of Major Activities

The City Council adopted the West Evanston Tax Increment Financing (TIF) District in September 2005. The TIF District is generally bounded on the north by Emerson Street and by various parcels that front Church Street, on the east by parcels that front Florence Avenue and Dodge Avenue, on the south by Dempster Street properties that front Dempster Street and Greenleaf Street and on the west by the City of Evanston's border, properties that front Hartrey Avenue and the property that fronts the west side of Dodge Avenue. The TIF District contains mixed residential uses, retail, commercial, industrial and institutional uses.

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
00335	WEST EVANSTON				
62185	OTHER CONSULTING SERVICES	670			
62205	ADVERTISING				
62605	OTHER CHARGES	308,182	2,250,000	100,000	95,000
65506	LAND IMPROVEMENTS	600,000			
65515	OTHER IMPROVEMENTS	281,179	1,285,000	10,000	
66020	TRANSFERS TO OTHER FUNDS	60,000			
66131	TRANSFER TO GENERAL FUND		60,000	60,000	60,000
68315	DEBT SERVICE-INTEREST		40,000	7,500	10,000
00335	WEST EVANSTON	<u>1,250,031</u>	<u>3,635,000</u>	<u>177,500</u>	<u>165,000</u>

City of Evanston
Dempster - Dodge TIF (Fund #340)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues				
Net Property Taxes	-	100,000	-	-
Bond Proceeds	-	650,000	-	-
Interest Income	-	-	-	-
Total Revenue	-	750,000	-	-
Expenditures				
Economic Development Projects	-	650,000	-	-
Total Expenditures	-	650,000	-	-
Net Surplus (Deficit)	-	100,000	-	-
Beginning Fund Balance	-		-	-
Ending Fund Balance	-		-	-

Description of Major Activities

The City Council approved the creation of the Dempster-Dodge Tax Increment Financing (TIF) District on June 25, 2012. The Dempster-Dodge TIF District area is comprised of a single parcel. This parcel is a shopping center located at the southwest corner of the intersection of Dempster Street and Dodge Avenue.

No activity is scheduled in the Dempster-Dodge TIF in FY 2014.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
00340 DEMPSTER-DODGE TIF				
62605 OTHER CHARGES		650,000		
00340 DEMPSTER-DODGE TIF		650,000		

City of Evanston
Capital Improvement Fund (Fund #415)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
Bond Proceeds	4,349,650	8,339,988	8,538,259	8,331,458
Grants	170,513	1,675,000	844,000	5,382,638
Private Contributions	-	510,000	-	708,000
Parking Fund Loan for Financial System		596,000	496,000	100,000
General Fund Allocation	1,250,000	-	-	936,500
Miscellaneous	193,549	-	45,000	-
Interest Income	<u>19,073</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Total Revenue	\$ 5,982,785	\$ 11,130,988	\$ 9,933,259	\$ 15,468,596
Expenditures				
Capital Outlay	7,852,534	12,504,351	7,473,443	17,835,016
Other Equipment - Financial System	-	596,000	496,000	100,000
Interfund Transfers Out	<u>475,000</u>	<u>475,000</u>	<u>475,000</u>	<u>475,000</u>
Total Expenditures	\$ 8,327,534	\$ 13,575,351	\$ 8,444,443	\$ 18,410,016
Net Surplus (Deficit)	\$ (2,344,749)	\$ (2,444,363)	\$ 1,488,816	\$ (2,941,420)
Beginning Fund Balance	5,746,660		3,401,911	4,890,727
Ending Fund Balance	3,401,911		4,890,727	1,949,307

Description of Major Activities

This Fund accounts for all capital outlay expenditures not included in another Fund as outlined in the detailed Capital Improvement Plan.

City of Evanston
Special Assessment (Fund #420)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
Special Assessments Collected	292,947	300,000	175,000	230,000
Bond Proceeds	-	250,000	235,000	250,000
Investment Income	5,532	10,000	1,000	1,200
Miscellaneous	-	-	-	-
Total Revenue	298,479	560,000	411,000	481,200
Expenditures				
Transfer to Debt Service Fund	317,660	317,660	317,660	169,848
Capital Projects	1,020,213	361,000	500,000	500,000
General Management Support	180	-	-	1,000
Other Costs	-	-	-	-
Total Expenditures	1,338,053	678,660	817,660	670,848
Net Surplus (Deficit)	<u>(1,039,574)</u>	<u>(118,660)</u>	<u>(406,660)</u>	<u>(189,648)</u>
Beginning Fund Balance	2,944,889		1,905,315	1,498,655
Ending Fund Balance	1,905,315		1,498,655	1,309,007

Description of Major Activities

The Special Assessment Fund serves as a collection center for special assessments by residential homeowners for their share of the cost for alley paving. Beginning in FY10-11, 100% of alley paving costs (homeowner and City share) were paid out of this Fund.

	2012	2013	2013	2014
	Actual	Budget	Estimate	Adopted
00420 SPEC ASSESS CAP PROJECT FUND				
65515 OTHER IMPROVEMENTS	1,020,393	361,000	500,000	501,000
66020 TRANSFERS TO OTHER FUNDS	317,660	317,660	317,660	169,848
00420 SPEC ASSESS CAP PROJECT FUND	1,338,053	678,660	817,660	670,848

City of Evanston
Parking Fund Summary (Fund #505)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Parking System Management		
Full-Time Regular	Parking Manager	1.00
Full-Time Regular	Parking Facilities Supervisor	1.00
Full-Time Regular	Finance Operations Coordinator	1.00
Full-Time Regular	Customer Service Representatives	3.00
Full-Time Regular	Traffic Engineering Technician	0.50
7005 Total		6.50
Parking Lots & Meters		
Full-Time Regular	Parking Repair Worker	3.00
Full-Time Regular	Public Works Operations Coordinator	1.00
Full-Time Regular	Public Works Maint. Worker II	4.00
7015 Total		8.00
Maple Garage		
Full-Time Regular	Public Works Maint. Worker II	1.00
7037 Total		1.00
Parking Fund Total		15.50

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues				
Parking Lots & Meters Operations	3,066,676	3,070,000	3,085,000	3,070,000
Church Street Garage Operations	557,258	716,348	664,560	716,348
Maple Avenue Garage Operations	1,142,999	1,204,200	1,194,200	1,204,200
Sherman Avenue Garage Operations	1,460,927	1,417,275	1,416,500	1,417,275
Transfer In- Washington National TIF	4,301,726	3,631,350	3,631,350	2,925,296
Interest Income	2,222	15,070	15,070	15,070
Miscellaneous Revenue	23,696	11,400	21,000	11,400
Reserve for Future Repairs/Replacement	-	2,034,004	2,034,044	2,034,004
Total Revenue	\$ 10,555,504	\$ 12,099,647	\$ 12,061,724	\$ 11,393,593
Expenses				
7005 - Parking System Administration	1,262,781	1,380,606	1,355,571	976,360
7015 - Parking Lots and Meters	715,018	829,052	879,101	972,266
7025 - Church Street Self Park	395,831	607,955	606,456	624,855
7030 - Church Street Debt Payments	173,126	171,250	171,250	171,250
7036 - Sherman Avenue Garage	2,999,368	7,950,270	5,664,688	5,047,016
7037 - Maple Avenue Garage	1,823,122	1,611,920	1,609,430	1,654,244
7039 - Parking Debt	4,950	27,461	27,461	27,461
Transfer to General Fund	644,242	644,242	644,242	869,242
Transfer to Fleet	21,992	21,991	21,992	21,991
Transfer to Equipment Replacement	30,000	30,000	30,000	30,000
Transfer to Insurance Fund	503,878	490,236	319,648	319,648
Capital Outlay	367,293	3,455,000	2,277,300	5,180,000
Total Expenses	\$ 8,941,601	\$ 17,219,983	\$ 13,607,139	\$ 15,894,333

City of Evanston

Parking Fund Summary (Fund #505)

	2012 Actual	2013 Budget	2013 Estimated Actual	2014 Adopted Budget
Net Surplus (Deficit)	\$ 1,613,903	\$ (5,120,336)	\$ (1,545,415)	\$ (4,500,740)
Beginning Fund Balance	15,196,441	14,418,330	14,418,330	10,838,911
Reclassification from Fund Balance to Capital Assets	(778,111)			
Assigned for Capital Reserve			2,034,004	2,034,004
Ending Fund Balance	14,418,330		10,838,911	4,304,167

Notes for Financial Summary

The Sherman Avenue and Maple Avenue Garage Funds were consolidated with the Parking Fund in FY 2009-10.

Performance Report on FY 2013 Major Program Objectives

This year's focus was on the continuing development of a preventive maintenance program for the three parking garages. There were increases in meter rates in outlying and downtown business areas. To date, the City has nine multi-space metering devices servicing Lot #60, a meter in Lot #14, two meters in Lot #10, a meter in Lot #4, and an on-street solar powered installations in the 600 block of Clark and the 800 and 1000 blocks of Church. At the Sherman Garage the entire parking structure upgraded with energy efficient induction lighting and the facade repairs were completed.

A vendor was selected to provide a city-wide upgrade of the parking meter system with meters and pay stations. The technology accepts credit cards as well as coin and can accept payment by use of a cell phone. Staff continues to work with Community Development in the selection of a firm to create a Comprehensive Signage Design manual that will be used as a template for future citywide directional sign initiatives.

FY 2014 Department Initiatives

Continue to develop strategies to provide adequate and reasonable parking for business and employees in partnership with Community Development in an effort to bring business opportunities to the City. This will be an continuing initiative in every fiscal year.

Evaluate a long-term funding mechanism for parking structure replacement. The current accumulated depreciation in the fund as of December 2011 was \$17.5 million. This means that a substantial portion of the projected fund balance at the end of 2014 could be reserved for future capital replacement.

The completion of the a citywide upgrade of parking meter technology that will include a combination of pay by space, pay and display, and single-head meters that accept coin and credit cards.

In partnership with Community Development, a Comprehensive Signage design RFP was developed last year to ask for design and implementation strategies involving new directional signage throughout the City. A firm was selected FY2012 with partial implementation of new signs expected mid-year of FY 2014. This will be a multi-year project.

Develop a RFP/Bid document, select and firm and installation by November 2014 of a new Parking Revenue Access ND Control System (PARCS) for the three (3) downtown parking garages to achieve the Payment Card Industry (PCI) compliance due in November 2014. The equipment has reached its life cycle at 8 years.

Staff will continue training and familiarization using the New World financial system.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
7005 PARKING SYSTEMS				
61010 REGULAR PAY	922,250	979,841	912,872	992,352
61060 SEASONAL EMPLOYEES	324	10,833	6,833	10,833
61110 OVERTIME PAY	20,406	20,915	20,000	20,915
61210 LONGEVITY	15,131	16,727	16,066	18,294
61410 SHIFT DIFFERENTIAL	1,203			
61415 TERMINATION PAYOUTS	30,966			
61420 ANNUAL SICK LEAVE PAYOUT	2,689			
61430 OTHER PAYOUTS	449			
61447 OPEB EXPENSES	8,373			
61510 HEALTH INSURANCE	183,775	170,180	170,169	170,893
61615 LIFE INSURANCE	454	408	413	432
61626 CELL PHONE ALLOWANCE	798	852	672	672
61630 SHOE ALLOWANCE	1,592	1,325	1,550	1,395
61710 IMRF	98,560	112,929	102,737	111,171
61725 SOCIAL SECURITY	60,085	62,065	57,163	62,790
61730 MEDICARE	14,052	14,515	13,368	14,685
61815 IMRF PENSION CONTRIBUTIONS	13,547			
62171 SURVEYING FEES	800			
62210 PRINTING		83	83	83
62225 BLDG MAINTENANCE SERVICES	11,804	14,000	14,000	14,000
62230 IMPROVEMENT MAINT SERVICE	6,384	50,000	20,000	50,000
62245 OTHER EQMT MAINTENANCE	13,893	11,200	11,200	60,762
62275 POSTAGE CHARGEBACKS	3,618	2,400	5,793	2,400
62280 OVERNIGHT MAIL CHARGES	139			
62295 TRAINING & TRAVEL	317	3,332	700	3,332
62305 RENTAL OF AUTO-FLEET MAINTEN.	21,992	21,992	21,992	21,992
62309 RENTAL OF AUTO REPLACEMENT	30,000	30,000	30,000	30,000
62346 REAL ESTATE TAX PMNT- COUNTY	225			
62350 FISCAL AGENT SERVICES		500	500	500
62360 MEMBERSHIP DUES	395	1,200	1,274	1,200
62375 RENTALS	58,712	74,986	74,986	74,986
62400 CONTRACT SVC-PARK GARAGE	1,510,649	1,574,588	1,574,588	1,654,588
62425 ELEVATOR CONTRACT COSTS	85,286	102,776	102,776	106,126
62431 ARMORED CAR SERVICES	40,570	45,000	45,000	45,000
62509 SERVICE AGREEMENTS / CONTRACTS	199,545	2,421,000	221,000	227,650
62635 OTHER INSURANCE		35,000		35,000
62660 BUSI.ATTRactions/EXPANSION INV	84,197	95,000	95,000	95,000
62705 BANK SERVICE CHARGES	92,245	68,000	68,000	68,000
62715 AMORT.& BOND COSTS				
64005 ELECTRICITY	229,306	352,413	307,000	320,413
64015 NATURAL GAS	1,000	1,100	1,100	1,100
64505 TELECOMMUNICATIONS - CARRIER L	46,715	54,755	55,824	54,755
64540 TELECOMMUNICATIONS - WIRELESS	11,941	4,831	3,500	4,831
65005 AGRI/BOTANICAL SUPPLIES	3,714	4,000	4,000	4,000

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
65020 CLOTHING	421	833	833	833
65040 JANITORIAL SUPPLIES		833	833	833
65045 LICENSING/REGULATORY SUPP	3,179	4,165	3,000	4,165
65050 BLDG MAINTENANCE MATERIAL	20,081	35,499	23,216	30,498
65070 OFFICE/OTHER EQT MTN MATL	16,568	14,912	14,912	14,912
65085 MINOR EQUIPMENT & TOOLS	542	833	833	833
65090 SAFETY EQUIPMENT	200			
65095 OFFICE SUPPLIES	731	1,250	1,250	1,250
65507 PROPERTY ACQUISITIONS	811			
65515 OTHER IMPROVEMENTS	970,330	4,051,000	2,797,875	5,290,000
65625 FURNITURE, FIXTURE & EQUIPMENT	4,416			
66130 TRANSFER TO INSURANCE FUND	319,649	319,647	319,648	319,648
66131 TRANSFER TO GENERAL FUND	644,242	644,242	644,242	869,242
68010 DEPRECIATION EXPENSE	1,921,418	1,943,217	1,943,217	1,943,217
68205 CONTINGENCIES	238,747	14,745	67,060	14,745
68305 DEBT SERVICE-PRINCIPAL		3,825,308	3,825,308	3,119,254
68315 DEBT SERVICE-INTEREST	972,165	4,753	4,753	4,753
7005 PARKING SYSTEMS	<u>8,941,601</u>	<u>17,219,983</u>	<u>13,607,139</u>	<u>15,894,333</u>

City of Evanston

Water Fund Financial Summary (Fund #510 - 513)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Water General Support		
Full-Time Regular	Utilities Director	1.00
Full-Time Regular	Exec Secretary (non-Dept Head)	1.00
Full-Time Regular	Superintendent, Const & Fld Svcs	1.00
Full-Time Regular	Superintendent, Water Production	1.00
Full-Time Regular	Management Analyst	1.00
7100 Total		5.00
Pumping		
Full-Time Regular	Division Chief, Pumping	1.00
Full-Time Regular	Water/Sewer Mechanic	3.00
Full-Time Regular	Water Maintenance Supervisor	1.00
Full-Time Regular	Water Worker II	1.00
Full-Time Regular	Water Plant Operator	5.00
7105 Total		11.00
Filtration		
Full-Time Regular	Chemist	1.00
Full-Time Regular	Division Chief, Filtration	1.00
Full-Time Regular	Water/Sewer Mechanic	3.00
Full-Time Regular	Microbiologist	1.00
Full-Time Regular	Water Maintenance Supervisor	1.00
Full-Time Regular	Water Worker I	1.00
Full-Time Regular	Water Worker II	1.00
Full-Time Regular	Water Plant Operator	5.00
7110 Total		14.00
Distribution		
Full-Time Regular	Civil Engineer III	1.00
Full-Time Regular	Division Chief, Distribution	0.50
Part-Time Regular	Plumbing Inspector	0.50
Full-Time Regular	Water Worker I	2.00
Full-Time Regular	Water Worker III	2.00
Full-Time Regular	Water/Sewer Crew Leader	3.00
Full-Time Regular	Water Distribution Supervisor	1.00
7115 Total		10.00
Water Meter Maintenance		
Full-Time Regular	Facilities Maintenance Worker/Custodian I	1.00
Part-Time Regular	Part-Time Clerk	0.50
Full-Time Regular	Meter Service Coordinator	1.00
7120 Total		2.50
Water Fund Total		42.50

City of Evanston

Water Fund Financial Summary (Fund #510 - 513)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues				
Evanston	6,248,166	5,684,000	5,684,000	6,252,400
Skokie	2,989,109	2,856,000	2,856,000	2,913,000
Northwest Commission	5,033,996	4,517,000	4,517,000	4,653,000
Cross Connection Control Fees	98,805	100,500	93,980	95,000
Investment Earnings	15,025	2,500	5,500	2,500
Debt Proceeds	-	2,630,700	2,000,000	4,000,000
IEPA Loan	-	1,370,000	-	2,000,000
Fees and Merchandise Sales	111,459	40,000	45,000	45,000
Fees and Outside Work	228,158	80,000	80,000	70,000
Grants	396,183	-	-	-
Insurance Reimbursement	-	-	48,000	-
Phosphate Sales	49,754	66,000	66,000	69,000
Property Sales and Rentals	200,953	213,300	216,492	227,316
Misc Revenue	5,387	-	-	-
Total Revenue	15,376,995	17,560,000	15,611,972	20,327,216
Expenses				
7100 - General Support	2,246,870	990,602	941,682	933,989
7105 - Pumping	2,273,827	2,333,247	2,322,648	2,355,718
7110 - Filtration	3,010,826	2,635,539	2,460,495	2,740,856
7115 - Distribution	1,204,898	1,424,305	1,423,105	1,425,352
7120 - Meter Maintenance	251,472	309,163	259,201	300,760
7125 - Other Operating Expenses	227,933	478,591	449,091	491,700
7130 - Capital Outlay	52,263	248,500	272,933	368,100
7131 - Capital Improvement	235,197	8,065,700	5,375,000	10,170,000
7133 - Debt Service	199,885	864,233	864,233	1,297,703
7133 - Debt Service - IEPA Loan 3382	-	67,506	67,506	67,506
Interfund Transfers Out- General Fund	3,356,300	3,356,300	3,356,300	3,369,559
Interfund Transfers Out- Insurance Fund	468,493	468,492	468,492	468,492
Total Expenses	13,527,964	21,242,178	18,260,686	23,989,735
Net Surplus (Deficit)	1,849,031	(3,682,178)	(2,648,714)	(3,662,519)
Beginning Unrestricted Fund Balance	8,246,988	9,192,655	9,192,655	6,543,941
Reclassification from Fund Balance to Capital Assets	(903,364)			
Ending Unrestricted Fund Balance	9,192,655	5,510,477	6,543,941	2,881,422

Notes for Financial Summary

1. Target Unrestricted Fund Balance in the Water Fund is \$3,500,000.

City of Evanston

Water Fund Financial Summary (Fund #510 - 513)

Performance Report on FY 2013 Major Program Objectives

During FY 2013, the Utilities Dept. advanced a number of important capital improvement projects and initiatives, as well as continuing maintenance and operations of the water treatment plant and distribution system.

The Administration Division continued implementation and management of the workforce development program. Two Evanston residents who participated in the apprentice program were hired into full-time positions, while an additional four Evanston residents began working under this initiative. One intern was hired to work with the plant maintenance staff. A second intern was hired to work on several important administrative initiatives including production of safety manuals, updates to the GIS, and analysis of over 2,000 cross-connection control surveys. Staff also managed several capital improvement projects including completion of the water plant SCADA system and implementation of a new water meter reading system. Staff worked toward expanding the wholesale water customer base by completing a cost of service study to determine rates for existing and new wholesale customers, and meeting with potential wholesale customers to discuss proposed rates.

The Pumping Division worked closely with the contractor installing the new SCADA system. In addition, staff designed and installed a supplemental water-proof roofing system above the main plant switchgear, to ensure it would not be damaged in the event of a roof leak. Pumping staff coordinated with the contractor performing a plant-wide electrical system study and maintenance program, installed new control valves on the filter backwash pumps, and installed new security cameras and access control systems. Staff are also coordinating with the consultant designing improvements to the plant's 48" diameter raw water intake, to provide needed operational data and review the consultant's design.

The Filtration Division also worked closely with the SCADA project contractor and began installing new security equipment in the filtration plant. Maintenance staff completed a comprehensive set of safety-related improvements throughout the filtration plant to ensure compliance with OSHA regulations, as well as installing new flow rate and head loss transmitters to ensure efficient operation of the filters. Staff are also coordinating with the consultant designing improvements to the plant's chlorination system, to provide needed operational data and review the consultant's design.

The Distribution Division focused on needed repairs and replacements in advance of FY 2013 street resurfacing programs. The Division acquired a new water main leak detection system and has been working to proactively test for leaks throughout the distribution system. This system will help to prioritize water mains for replacement, with the ultimate goal of reducing both water loss and water production costs. Staff has also been engaged in the regular maintenance and repairs associated with the operation of the City's distribution system.

The Meter Division is working with 311 and the Finance Division to make improvements to customer service during billing and revenue collection operations. Implementation of a new Automatic Meter Information (AMI) system has also begun. Work on this project includes replacement of over 1,000 water meters, replacement of the Meter Transmission Units (MTUs) for all of the City's 14,400 water customers, and installation of a new data collection system and customer interface web site.

FY 2014 Department Initiatives

1. The Department continues to strive to be a leader in the public drinking water industry by providing high quality water to over 350,000 customers in six communities. The number one objective is to vigilantly monitor the quality and quantity of water provided to our customers.
2. Assure the quality and reliability of the potable water supply by completing major treatment plant improvements, including upgrade of the plant's master flow meter system and chlorination system, and improvements to the 48" diameter raw water intake

City of Evanston

Water Fund Financial Summary (Fund #510 - 513)

3. Continue to develop and implement a strategy to expand Evanston's wholesale water customer base, including ongoing negotiation with Lincolnwood, and plans to begin negotiations with any other interested communities by the first quarter of 2014
4. Celebrate the 100-year anniversary of Evanston's filtration plant in conjunction with National Drinking Water Week, to recognize the accomplishment of 100 years of safe, reliable drinking water
5. Continue the annual water main replacement program at the rate of 1% of the distribution system replaced per year. This program aims to improve water system reliability and reduce water loss by targeting water mains with excessive breaks or leaks, and those that have exceeded their useful life or that restrict fire flow.
6. Complete other major distribution system improvements including repainting and repair of the South Standpipe and implementation of the new AMI system
7. Conduct a planning study to determine the most cost-effective and practical means for replacing the 80-year-old Finished Water Reservoir at the water treatment plant
8. Coordinate capital improvement projects with the Public Works Department to ensure cost-effective and efficient use of capital improvement funding

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
7100 WATER DEPARTMENT				
61010 REGULAR PAY	3,023,244	3,118,072	3,118,073	3,167,207
61050 PERMANENT PART-TIME	1,977			18,579
61060 SEASONAL EMPLOYEES	12,007	32,640	21,640	10,400
61071 INTERNSHIP PROGRAM	6,317	12,480	12,480	12,480
61072 JOB TRAINING PROGRAM	34,320	124,800	73,000	93,600
61110 OVERTIME PAY	106,932	99,325	136,500	99,325
61114 SNOW OT	(490)			
61210 LONGEVITY	47,627	48,853	48,853	61,040
61410 SHIFT DIFFERENTIAL	15,607			
61415 TERMINATION PAYOUTS	353			
61420 ANNUAL SICK LEAVE PAYOUT	45,811			
61430 OTHER PAYOUTS	9,079			
61510 HEALTH INSURANCE	559,629	594,780	594,779	614,534
61615 LIFE INSURANCE	1,582	1,612	1,612	1,693
61625 AUTO ALLOWANCE	5,366	4,980	4,980	4,980
61626 CELL PHONE ALLOWANCE	71	360	360	360
61630 SHOE ALLOWANCE	5,346	5,130	5,830	5,425
61710 IMRF	331,674	358,813	358,813	355,107
61725 SOCIAL SECURITY	197,281	198,842	198,841	203,046
61730 MEDICARE	46,519	46,503	46,504	47,217
62180 STUDIES	125,974	402,000	402,000	327,000
62210 PRINTING	7,703	13,000	6,500	7,000
62225 BLDG MAINTENANCE SERVICES		2,500	2,500	2,500
62230 IMPROVEMENT MAINT SERVICE	44,263	53,500	45,000	51,000
62235 OFFICE EQUIPMENT MAINT		1,600	1,600	1,600
62245 OTHER EQMT MAINTENANCE	23,618	37,400	37,400	103,400
62273 LIEN FILING FEES	520	1,500	1,500	1,500
62275 POSTAGE CHARGEBACKS	2,055	9,500	6,500	6,500
62295 TRAINING & TRAVEL	17,852	22,200	20,700	22,200
62305 RENTAL OF AUTO-FLEET MAINTEN.	122,751	122,751	122,751	122,751
62309 RENTAL OF AUTO REPLACEMENT	76,957			
62315 POSTAGE	17,195	19,500	19,500	19,500
62340 COMPUTER LICENSE & SUPPORT	55,849	61,691	39,091	69,500
62360 MEMBERSHIP DUES	1,961	2,760	2,747	3,460
62380 COPY MACHINE CHARGES	6,194	1,200	1,200	1,200
62381 COPY MACHINE LEASES		2,000	2,000	2,000
62415 DEBRIS/REMOVAL CONTRACTUAL COS	19,817	40,000	25,000	40,000
62420 MWRD FEES	957,085	481,100	351,200	502,400
62455 WTR/SWR BILL PRINT AND MAIL CO	3,147	12,800	12,800	12,800
62460 WTR/SWR BILL EPAYMENT CONTRACT	7,460	15,000	15,000	15,000
62463 WATER MAINTENANCE CONTRACTS	62	1,000	1,000	1,000
62465 OUTSIDE LABORATORY COSTS (HLTH	3,964	19,500	19,500	19,500
62705 BANK SERVICE CHARGES	23,181			
62716 BOND ISSUANCE COSTS	29,990			
64005 ELECTRICITY	736,436	950,000	950,000	950,000
64015 NATURAL GAS	171,563	120,000	120,000	120,000
64505 TELECOMMUNICATIONS - CARRIER L	7,581	9,400	9,400	9,400
64540 TELECOMMUNICATIONS - WIRELESS	12,036	16,005	18,520	17,550

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
65005 AGRI/BOTANICAL SUPPLIES	815	1,000	1,000	1,000
65010 BOOKS, PUBLICATIONS, MAPS	4,018	9,550	9,550	7,550
65015 CHEMICALS	330,726	505,000	459,000	530,000
65020 CLOTHING	3,402	4,900	4,900	4,900
65030 PHOSPHATE CHEMICALS	61,517	99,000	90,000	104,000
65035 PETROLEUM PRODUCTS	7,643	15,500	15,500	15,500
65040 JANITORIAL SUPPLIES	2,530	6,400	6,400	6,400
65050 BLDG MAINTENANCE MATERIAL	7,316	7,500	7,500	7,500
65051 MATERIALS- STREETS DIVISION	20,823	27,600	27,600	27,600
65055 MATER. TO MAINT. IMP.	132,442	150,000	150,000	160,000
65060 MATER. TO MAINT. AUTOS	139			
65070 OFFICE/OTHER EQT MTN MATL	159,711	193,200	145,600	183,200
65075 MEDICAL & LAB SUPPLIES	11,034	17,000	17,000	17,000
65080 MERCHANDISE FOR RESALE	35,847	35,000	30,000	35,000
65085 MINOR EQUIPMENT & TOOLS	7,461	7,500	7,769	7,500
65090 SAFETY EQUIPMENT	6,635	5,800	5,800	8,800
65095 OFFICE SUPPLIES	3,297	5,000	5,000	5,000
65105 PHOTO/DRAFTING SUPPLIE	233	400	729	400
65515 OTHER IMPROVEMENTS	235,197	8,065,700	5,375,000	10,170,000
65550 AUTOMOTIVE EQUIPMENT		81,000	124,200	184,600
65555 PERSONAL COMPUTER EQUIPMENT	10,000	30,000	26,200	12,000
65702 WATER GENERAL PLANT	64,112	152,500	138,733	173,500
66020 TRANSFERS TO OTHER FUNDS				
66130 TRANSFER TO INSURANCE FUND	468,493	468,492	468,492	468,492
66131 TRANSFER TO GENERAL FUND	3,356,300	3,356,300	3,356,300	3,369,559
68010 DEPRECIATION EXPENSE	1,273,579			
68205 CONTINGENCIES	252	1,000	1,000	1,000
68305 DEBT SERVICE-PRINCIPAL	237,039	931,739	931,739	1,365,209
68315 DEBT SERVICE-INTEREST	161,937	-	-	-
7100 WATER DEPARTMENT	13,527,964	21,242,178	18,260,686	23,989,735

City of Evanston
Sewer Fund Summary (Fund #515)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Sewer Fund		
Full-Time Regular	Division Chief, Distribution	0.50
Full-Time Regular	Engineering / GIS Technicians	2.00
Full-Time Regular	Plumbing Inspector	0.50
Full-Time Regular	Water Worker I	2.00
Full-Time Regular	Water Worker II	1.00
Full-Time Regular	Water Worker III	2.00
Full-Time Regular	Water/Sewer Crew Leader	4.00
Full-Time Regular	Sewer Supervisor	1.00
7400 Total		13.00
Sewer Fund Total		13.00

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues				
Operations	14,115,210	12,908,000	12,922,700	12,922,700
Debt Proceeds	4,003,385	4,000,000	2,000,000	-
Debt Proceeds - IEPA Loan	-	3,100,000	2,900,000	2,190,000
Investment Earnings	2,962	1,000	1,300	1,000
Grants - MWRD	-	822,500	822,500	-
Miscellaneous	-	18,865	4,165	4,165
Total Revenues	18,121,557	20,850,365	18,650,665	15,117,865
Expenses				
7400 - Sewer Operations	5,113,284	2,134,549	1,798,810	2,260,545
7410 - Other Operating Expenses	48,098	43,300	23,300	129,500
7411 - Interfund Transfers Out (excluding Fleet)	412,188	602,399	602,399	622,316
7415 - Capital Outlay	-	20,600	17,803	47,500
7420 - Capital Improvement Account	50,243	4,922,500	4,722,500	3,225,000
7500 - Debt Service	2,447,913	11,542,740	11,542,740	9,994,259
Total Expenses	8,071,726	19,266,088	18,707,552	16,279,120
Net Surplus (Deficit)	10,049,831	1,584,277	(56,887)	(1,161,255)
Beginning Unrestricted Fund Balance	3,513,271		4,199,578	4,142,691
Reclassification from Fund Balance to Capital Assets	(9,363,524)			
Ending Unrestricted Fund Balance	4,199,578		4,142,691	2,981,436

City of Evanston

Sewer Fund Summary (Fund #515)

Notes for Financial Summary

1. Debt service is reduced in the FY 2014 budget due to retirement of several outstanding loans/bonds.
2. Target Unrestricted Fund Balance in the Sewer Fund is \$2,500,000.

Performance Report on FY 2013 Major Program Objectives

Annual capital improvement programs included rehabilitating sewers through cured in place pipe (CIPP) lining, repairing sewers and drainage structures on streets being resurfaced, and emergency sewer repairs. Additional capital improvements included rehabilitation of 1.56 miles of the City's 7.2-mile network of large diameter sewers that are over 100 years old. The Utilities Department was successful in applying for a state low-interest loan to fund this project.

Sewer Division crews conducted preventative maintenance including cleaning the sewer system in one-third of the City on an annual basis, as well as contracting out the application of root treatments in one-third of the sewer system to prevent sewer blockages due to tree root intrusion. Crews cleaned over 2,800 drainage structures and flushed over 25,000 feet of sewer pipe. The Division continues to replace or repair deteriorated drainage structures and manholes, as well as collapsing sewer mains. The crews also performed all of the closed circuit TV inspections of the sewers under streets to be resurfaced in 2013, in order to determine the repairs needed prior to paving the streets.

FY 2014 Department Initiatives

1. Manage rehabilitation of an additional 1.33 miles of large diameter sewers. State low-interest loan funding will also be used to fund this project.
2. Continue the annual CIPP sewer rehabilitation program (small diameter sewers) at a rate of 1% of the combined sewer system rehabilitated per year.
3. Continue to coordinate the inspection and repair of sewer mains in advance of the street resurfacing program.
4. Continue to repair/replace combined sewer structures on streets being resurfaced.
5. Continue preventative maintenance cleaning and inspection of sewer mains and drainage structures.
6. Continue to perform inspection of combined and storm sewer outfalls in accordance with IEPA requirements.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
7400 SEWER DEPARTMENT				
61010 REGULAR PAY	841,073	806,782	806,782	880,143
61060 SEASONAL EMPLOYEES	6,678	4,800	4,800	4,800
61072 JOB TRAINING PROGRAM				31,200
61110 OVERTIME PAY	41,655	30,000	65,000	30,000
61114 SNOW OT	59			
61210 LONGEVITY	15,325	12,725	12,725	16,716
61410 SHIFT DIFFERENTIAL	28			
61420 ANNUAL SICK LEAVE PAYOUT	4,285			
61430 OTHER PAYOUTS	13,055			
61447 OPEB EXPENSES	8,823			
61510 HEALTH INSURANCE	139,878	167,692	167,692	182,815
61615 LIFE INSURANCE	321	339	338	403
61626 CELL PHONE ALLOWANCE	297			
61630 SHOE ALLOWANCE	2,132	1,720	1,852	1,860
61710 IMRF	91,890	92,850	92,850	98,654
61725 SOCIAL SECURITY	55,178	51,255	51,255	55,941
61730 MEDICARE	12,904	11,987	11,987	13,083
61815 IMRF PENSION CONTRIBUTIONS	11,281			
62180 STUDIES	24,996	20,000		75,000
62230 IMPROVEMENT MAINT SERVICE		15,000	10,800	15,000
62245 OTHER EQMT MAINTENANCE	5,822	6,000	6,000	6,000
62295 TRAINING & TRAVEL	2,261	3,000	2,000	3,000
62305 RENTAL OF AUTO-FLEET MAINTEN.	177,729	177,729	177,729	177,729
62315 POSTAGE	16,364	17,000	17,000	17,000
62340 COMPUTER LICENSE & SUPPORT	2,100	2,300	2,300	2,300
62360 MEMBERSHIP DUES		200	200	200
62415 DEBRIS/REMOVAL CONTRACTUAL COS	31,916	40,000	28,000	40,000
62421 NPDES FEES - SEWER	21,002	21,000	21,000	21,000
62455 WTR/SWR BILL PRINT AND MAIL CO	2,643	9,800	5,000	9,800
62460 WTR/SWR BILL EPAYMENT CONTRACT	7,793	15,000	10,000	15,000
62461 SEWER MAINTENANCE CONTRACTS	143,074	715,000	715,000	730,000
62705 BANK SERVICE CHARGES	48,595			
64540 TELECOMMUNICATIONS - WIRELESS	2,777	3,470	4,000	5,200
65015 CHEMICALS	284	1,600	1,200	1,600
65020 CLOTHING	1,086	1,300	1,300	1,300
65040 JANITORIAL SUPPLIES		400	400	400
65050 BLDG MAINTENANCE MATERIAL	5,144			
65051 MATERIALS- STREETS DIVISION	16,618	27,600	27,600	27,600
65055 MATER. TO MAINT. IMP.	58,825	60,000	45,000	60,000
65070 OFFICE/OTHER EQT MTN MATL	4,473	7,000	7,000	7,000
65080 MERCHANDISE FOR RESALE				35,000
65085 MINOR EQUIPMENT & TOOLS	2,921	3,500	3,500	3,500
65090 SAFETY EQUIPMENT	3,734	3,800	3,800	6,800
65515 OTHER IMPROVEMENTS	48,098	4,422,500	4,222,500	2,710,000

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
65550 AUTOMOTIVE EQUIPMENT		347,000	18,000	329,000
65555 PERSONAL COMPUTER EQUIPMENT	8,519	8,600	8,600	
65625 FURNITURE, FIXTURE & EQUIPMENT	5,605	12,000	9,203	47,500
66020 TRANSFERS TO OTHER FUNDS	99,650			
66026 TRANSFER TO DEBT SERVICE FUND		190,211	190,211	207,284
66130 TRANSFER TO INSURANCE FUND	269,988	269,988	269,988	269,988
66131 TRANSFER TO GENERAL FUND	142,200	142,200	142,200	145,044
68010 DEPRECIATION EXPENSE	3,224,734			
68305 DEBT SERVICE-PRINCIPAL		10,357,655	10,357,655	8,810,003
68315 DEBT SERVICE-INTEREST	<u>2,447,913</u>	<u>1,185,085</u>	<u>1,185,085</u>	<u>1,184,257</u>
7400 SEWER DEPARTMENT	8,071,726	19,266,088	18,707,552	16,279,120

City of Evanston

Solid Waste (Fund #520)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	2014 Position FTE
7685 REFUSE COLLECTION AND DISPOSAL		
Full-Time Regular	Equipment Operator II	1.00
7685 Total		1.00
7690 RESIDENTIAL RECYCLING COLLECTION		
Full-Time Regular	Equipment Operator II	8.00
7690 Total		8.00
Solid Waste Fund Total		9.00

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues				
Property Tax Transfer from General Fund	1,245,967	1,245,967	1,245,967	1,055,967
Solid Waste Franchise Fees	129,387	175,000	175,000	175,000
SWANCC Recycling Incentive	52,408	140,000	25,000	25,000
Sanitation Charges	2,954,908	2,954,033	2,954,033	3,334,033
Sanitation Svc. Chg. Penalty	52,865	30,000	45,000	45,000
Special Pickup Fees	57,298	100,000	100,000	100,000
State Recycling Grant	19,349			
Investment Income	78			
Trash Cart Sales	32,246	15,000	21,300	15,000
Yard Waste Fee	191,057	350,000	220,000	220,000
Total Revenues	\$ 4,735,563	\$ 5,010,000	\$ 4,786,300	\$ 4,970,000
Expenses				
Refuse Collection & Disposal	2,885,439	3,259,584	3,002,984	3,372,698
Residential Recycling Collection	1,114,327	1,254,388	1,155,885	1,186,134
Yard Waste Collection	611,971	750,250	600,125	750,250
Total Expenses	\$ 4,611,737	\$ 5,264,222	\$ 4,758,994	\$ 5,309,082
NET SURPLUS (DEFICIT)	\$ 123,826	\$ (254,222)	\$ 27,306	\$ (339,082)
Beginning Fund Balance	(1,571,711)		(1,447,885)	(1,420,579)
Ending Fund Balance	(1,447,885)		(1,420,579)	(1,759,661)

Description of Major Activities:

Full refuse-removal service is provided once per week to all family residences of 1-4 units under this program element. Twenty routes are scheduled for a four-day work week (Monday through Thursday). Condominium buildings and cooperative apartment units are serviced twice a week by a private hauler.

The Solid Waste Agency of Northern Cook County (SWANCC) provides a recycling incentive rebate that is based on the tons of recycled material collected. The incentive is used to offset operational costs.

Yard waste removal service is provided once per week to all qualified residential units under the Solid Waste Fund. Yard waste collection runs from the first week of April through the first week of December. During the fall, yard waste operations increase dramatically with the addition of leaf collection. This Fund is responsible for costs associated with leaf collection. All residential streets posted with alternate parking signs are cleaned at least twice during the leaf collection operation. This seven-week operation begins in mid-October and continues until the end of November. Streets requiring special posting are cleaned during the first two weeks of November.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
7600 SOLID WASTE FUND				
61010 REGULAR PAY	397,694	526,454	460,000	533,625
61060 SEASONAL EMPLOYEES	34,513	50,000	47,000	50,000
61110 OVERTIME PAY	15,207	22,000	22,000	22,000
61114 SNOW OT	477			
61210 LONGEVITY	5,753	5,480	5,480	6,900
61410 SHIFT DIFFERENTIAL	55			
61415 TERMINATION PAYOUTS	4,195			
61447 OPEB EXPENSES	6,789			
61510 HEALTH INSURANCE	158,322	114,000	114,000	106,620
61615 LIFE INSURANCE	255	220	220	226
61630 SHOE ALLOWANCE	1,025	1,240	1,240	1,395
61710 IMRF	46,887	60,268	60,268	59,458
61725 SOCIAL SECURITY	29,400	36,442	36,442	37,022
61730 MEDICARE	6,876	8,535	8,535	8,658
61815 IMRF PENSION CONTRIBUTIONS	8,970			
62210 PRINTING	19,289			
62275 POSTAGE CHARGEBACKS		200		200
62295 TRAINING & TRAVEL	149	900	400	900
62305 RENTAL OF AUTO-FLEET MAINTEN.	298,071	298,071	298,071	298,071
62309 RENTAL OF AUTO REPLACEMENT	177,131	177,131	177,131	177,131
62380 COPY MACHINE CHARGES	1,326	1,326	1,326	1,326
62390 CONDOMINIUM REFUSE COLL	375,833	392,080	392,080	399,950
62405 SWANCC DISPOSAL FEES	739,789	1,000,000	800,000	1,000,000
62415 DEBRIS/REMOVAL CONTRACTUAL COS	2,215,720	2,457,276	2,277,276	2,493,000
64005 ELECTRICITY	4,356			
64015 NATURAL GAS	4,060			
65015 CHEMICALS		200	200	200
65020 CLOTHING		1,250	625	1,250
65055 MATER. TO MAINT. IMP.	247	400	200	400
65085 MINOR EQUIPMENT & TOOLS	174	700	700	700
65090 SAFETY EQUIPMENT	182	1,000	500	1,000
65125 OTHER COMMODITIES		750	300	750
65625 FURNITURE, FIXTURE & EQUIPMENT	7,160	25,000	15,000	25,000
68310 DEBT SERVC OTHER AGENCIES	51,832	83,300	40,000	83,300
68315 DEBT SERVICE-INTEREST	-	-	-	-
7600 SOLID WASTE FUND	4,611,737	5,264,222	4,758,994	5,309,082

City Of Evanston
Fleet Maintenance Fund Summary (Fund #600)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
General Support		
Full-Time Regular	Fleet Services Manager	1.00
Full-Time Regular	Auto Shop Supervisor	1.00
7705 Total		2.00
Major Maintenance		
Full-Time Regular	Equipment Mechanic III	8.00
Full-Time Regular	Fleet Operations Coordinator	1.00
Full-Time Regular	Lead Mechanic	1.00
7710 Total		10.00
Fleet Fund Total		12.00

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues				
General Fund	2,457,356	2,507,356	2,507,356	2,507,356
Library Fund	2,381	2,381	2,381	2,381
Parking Fund	21,992	21,992	21,992	21,992
Water Fund	122,751	122,751	122,751	122,751
Sewer Fund	475,800	177,729	177,729	177,729
Solid Waste Fund	-	298,071	298,071	298,071
Sale of Surplus Property	472	-	-	-
Damage to City Property	-	24,798	24,798	24,798
Additional Transfer from General Fund			600,000	
Miscellaneous Revenue	48,014	10,000	10,000	10,000
Interest Income	409	1,000	1,000	1,000
Total Revenues	3,129,175	3,166,078	3,766,078	3,166,078
Expenditures				
General Support	237,447	292,007	265,581	293,619
Major Maintenance	3,097,799	3,217,058	3,013,112	3,284,528
Transfer to Equipment Replacement Fund	7,858,900	-	-	-
Total Expenditures	11,194,146	3,509,065	3,278,693	3,578,147
Net Surplus (Deficit)	(8,064,971)	(342,987)	487,385	(412,069)
Beginning Fund Balance	1,639,611		(107,097)	380,288
Reclassification from Fund Balance to Capital Assets	6,318,263		-	-
Ending Fund Balance	(107,097)		380,288	(31,781)

City Of Evanston

Fleet Maintenance Fund Summary (Fund #600)

Performance Report on FY2013 Major Program Objectives

The vehicle replacement plan was updated to reflect current needs and reduced budget capacity. All programmed vehicle replacements are planned to be completed prior to December 2013

The Capital Outlay Account and Sales of Surplus Vehicles accounts were moved to Equipment Replacement Fund # 601 in FY2011 for FY2012.

FY2014 Department Initiatives

1. Maintain the 10-year vehicle/equipment replacement and funding requirements schedule.
2. Continue to explore opportunities to "right-size" the fleet where applicable without affecting timely city services.
3. Complete vehicle prevention and maintenance schedules at a 95% rate.
4. Provide timely repair services so as to maintain an overall downtime of less than 6% on a monthly basis.
5. Complete training of each new employee prior to placing a new vehicle/equipment into service.
6. Provide each employee with at least one training opportunity annually to enhance technical and interpersonal skills.
7. Expand use of fleet management software in order to improve timely customer service.
8. Conduct internal analysis of overall Fleet Services operations, including parts purchasing and inventory, work order process, accurate billable hours/mechanic, preventative maintenance schedules, etc., to identify potential improvements in service.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
00600 FLEET SERVICES				
61010 REGULAR PAY	799,242	830,206	770,000	847,577
61110 OVERTIME PAY	38,695	33,248	27,000	33,248
61114 SNOW OT	9,385			
61210 LONGEVITY	10,915	10,620	10,620	13,032
61410 SHIFT DIFFERENTIAL	32	4,856	500	2,297
61420 ANNUAL SICK LEAVE PAYOUT	2,778			
61447 OPEB EXPENSES	10,236			
61510 HEALTH INSURANCE	195,847	182,968	183,851	201,961
61615 LIFE INSURANCE	424	446	450	466
61625 AUTO ALLOWANCE	1,907	1,896	1,896	1,896
61626 CELL PHONE ALLOWANCE	676	672	672	672
61630 SHOE ALLOWANCE	1,859	1,550	1,500	1,550
61710 IMRF	87,605	95,266	95,266	94,667
61725 SOCIAL SECURITY	51,087	52,621	52,621	53,327
61730 MEDICARE	11,948	12,307	12,307	12,472
62205 ADVERTISING	105	7,498	250	7,498
62235 OFFICE EQUIPMENT MAINT	160	2,900	1,900	2,900
62240 AUTOMOTIVE EQMP MAINT	10,779	20,000	18,000	20,000
62245 OTHER EQMT MAINTENANCE	2,422	10,700	15,000	10,700
62275 POSTAGE CHARGEBACKS	15	200		200
62280 OVERNIGHT MAIL CHARGES	18			
62295 TRAINING & TRAVEL	2,782	3,000	2,800	3,000
62315 POSTAGE	53			
62340 COMPUTER LICENSE & SUPPORT	4,669	10,395	8,000	10,395
62355 LAUNDRY/OTHER CLEANING	14,221	7,000	13,500	7,000
62360 MEMBERSHIP DUES	786	1,517	1,000	1,517
62375 RENTALS	3,195	2,499		2,499
62380 COPY MACHINE CHARGES	519	519	500	519
64505 TELECOM - CARRIER LINE CHARGES	3,217	4,744	3,800	4,744
64540 TELECOMMUNICATIONS - WIRELESS	1,289	2,250	1,500	2,250
65010 BOOKS, PUBLICATIONS, MAPS		1,000	500	1,000
65015 CHEMICALS	9,764	13,000	11,000	13,000
65020 CLOTHING		750	750	750
65035 PETROLEUM PRODUCTS	970,840	1,020,000	978,500	1,020,000
65040 JANITORIAL SUPPLIES	257	667	600	667
65045 LICENSING/REGULATORY SUPP	15,180	83,300	5,700	83,300
65050 BLDG MAINTENANCE MATERIAL	1,672	1,300	8,656	33,000
65055 MATER. TO MAINT. IMP.	438	3,000	1,500	3,000
65060 MATER. TO MAINT. AUTOS	929,112	950,000	935,000	950,000
65065 TIRES & TUBES	98,276	90,000	70,000	90,000
65085 MINOR EQUIPMENT & TOOLS	12,260	19,000	15,000	19,000
65090 SAFETY EQUIPMENT	5,812	666	3,000	666
65095 OFFICE SUPPLIES	1,679	2,000	1,500	2,000
65550 AUTOMOTIVE EQUIPMENT	69			
65620 OFFICE MACH. & EQUIP.	385			
66020 TRANSFERS TO OTHER FUNDS	7,859,262			
66025 TRAN.TO DS FUND- ERI DEBT SERV	22,274	24,054	24,054	24,927
68205 CONTINGENCIES		450		450
00600 FLEET SERVICES	11,194,146	3,509,065	3,278,693	3,578,147

City Of Evanston
Equipment Replacement Fund Summary (Fund #601)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues				
General Fund	1,742,590	1,242,590	1,242,590	1,242,590
Library Fund	1,700	1,700	1,700	1,700
Parking Fund	30,000	30,000	30,000	30,000
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Solid Waste Fund	177,131	177,131	177,131	177,131
Sale of Surplus Property	304,108	210,217	150,000	210,217
Bond Proceeds				1,000,000
Miscellaneous Revenue	32,898		5,000	
Transfer from Fleet Fund	7,858,900		-	
Total Revenues	10,147,327	1,661,638	1,606,421	2,661,638
Expenditures				
Capital Outlay	1,440,911	2,400,000	1,515,000	2,494,000
Carryover Capital Outlay			218,733	200,000
Capital Leases	34,349	50,000	50,000	50,000
Total Expenditures	1,475,260	2,450,000	1,783,733	2,744,000
Net Surplus (Deficit)	8,672,067	(788,362)	(177,312)	(82,362)
Beginning Fund Balance	-		1,500,482	1,323,170
Reclassification from Fund Balance to Capital Assets	(7,171,585)			
Ending Unrestricted Fund Balance	1,500,482		1,323,170	1,240,808

Description of Major Activities

The Equipment Replacement Fund accounts for all vehicle and equipment replacement purchases, new additions to the fleet, and some rental and lease activities not included in another fund as outlined in the Equipment Replacement Plan. The Equipment Replacement Fund was created as part of the FY 2012 Budget. Charges associated with the Equipment Replacement Fund were previously part of the Fleet Services Fund.

FY 2014 budgeted expenses include the payment of \$200,000 in vehicles ordered in 2013 but delivered in 2014; FY 2014 budgeted expenses include \$1.5m in new vehicle expenses. FY 2013 estimated expenses include \$220,000 in vehicles ordered in 2012 but delivered in 2013.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
7780 EQUIPMENT REPLACEMENT				
62375 RENTALS		25,000	25,000	25,000
62402 VEHICLE LEASE CHARGES	34,349	25,000	25,000	25,000
62730 GAIN/LOSS SALE FIXED ASST				
65550 AUTOMOTIVE EQUIPMENT		2,400,000	1,733,733	2,694,000
68010 DEPRECIATION EXPENSE	1,440,911	-	-	-
7780 EQUIPMENT REPLACEMENT	1,475,260	2,450,000	1,783,733	2,744,000

City of Evanston

Insurance Fund Summary (Fund #605)

Total Full-Time Equivalent Positions		
Employee Status Description	Position Description	FY 2014 Position FTE
Risk Management		
Full-Time Regular	Assistant City Attorney	1.00
Full-Time Regular	Workers' Comp and Safety Manager	1.00
Full-Time Regular	Safety Specialist	1.00
Full-Time Regular	Executive Secretary (to Department Head)	1.00
7800 Total		4.00
Employee Benefits		
Full-Time Regular	Insurance Administrator	1.00
7801 Total		1.00
Insurance Fund Total		5.00

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenue By Source				
General Admin Contribution- General Fund	121,207	121,204	121,204	121,204
General Admin Contribution- E911	930	930	930	930
General Admin Contribution- CDBG	930	930	930	930
General Admin Contribution- E.D.	930	930	930	930
General Admin Contribution- Parking	17,032	17,032	17,032	17,032
General Admin Contribution- Water Fund	24,962	24,962	24,962	24,962
General Admin Contribution- Sewer Fund	14,385	14,385	14,385	14,385
Liability/Property Contribution- General Fund	909,150	909,150	909,150	909,150
Liability/Property Contribution- E911	6,972	6,972	6,972	6,972
Liability/Property Contribution- CDBG	6,972	6,972	6,972	6,972
Liability/Property Contribution- E.D.	6,972	6,972	6,972	6,972
Liability/Property Contribution- Parking Fund	127,731	127,731	127,731	127,731
Liability/Property Contribution- Water Fund	187,209	187,209	187,209	187,209
Liability/Property Contribution- Sewer Fund	107,887	107,887	107,887	107,887
Workers' Comp Contribution- General Fund	1,244,860	1,244,860	1,244,860	1,244,860
Workers' Comp Contribution- Library Fund	5,898	5,898	5,898	40,000
Workers' Comp Contribution- E911	9,546	9,546	9,546	9,546
Workers' Comp Contribution- CDBG	9,546	9,546	9,546	9,546
Workers' Comp Contribution- E.D.	9,546	9,546	9,546	9,546
Workers' Comp Contribution- Parking Fund	174,886	174,886	174,886	174,886
Workers' Comp Contribution- Water Fund	256,322	256,322	256,322	256,322
Workers' Comp Contribution- Sewer Fund	147,716	147,716	147,716	147,716
Subrogation Proceeds	121,394	83,300	100,000	100,000
Transfer from General Fund - Casualty Loss Acct	200,000	-	500,000	-
Investment Income	470	41,650	-	1,000
Workers Comp & Liability - Subtotal	3,713,453	3,516,536	3,991,586	3,526,688

City of Evanston

Insurance Fund Summary (Fund #605)

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Health Insurance Chargebacks- General Fund	7,602,935	8,232,350	8,232,350	8,780,657
Health Insurance Chargebacks - Library Fund	308,920	318,681	318,681	366,065
Health Insurance Chargebacks - NSP2 Fund	15,635	16,390	16,390	6,863
Health Insurance Chargebacks- E911 Fund	77,647	81,545	81,545	71,410
Health Insurance Chargebacks- CDBG	10,780	12,586	12,586	31,521
Health Insurance Chargebacks- E.D. Fund	57,886	56,081	56,081	49,098
Health Insurance Chargebacks- HOME Fund	-	-	-	2,735
Health Insurance Chargebacks- Parking Fund	184,229	170,588	170,588	171,325
Health Insurance Chargebacks- Water Fund	561,211	596,392	596,392	616,227
Health Insurance Chargebacks- Sewer Fund	140,200	168,030	168,030	183,218
Health Insurance Chargebacks - Solid Waste	158,577	114,220	114,220	106,846
Health Insurance Chargebacks- Fleet Fund	196,271	183,414	183,414	202,427
Retiree Health Insurance Contributions	1,599,166	1,684,894	1,684,894	1,970,647
Employee Health Insurance Contributions	1,357,679	1,760,276	1,760,276	1,706,017
One Time IPBC Distribution	200,000	300,000	300,000	300,000
Health & Life insurance - Subtotal	12,471,136	13,695,447	13,695,447	14,565,056
Total Revenues	16,184,589	17,211,983	17,687,033	18,091,744
Expenditures				
General Administration & Support	377,089	294,093	303,893	409,548
Auditing	-	25,000	-	-
Liability/Property Insurance Premiums	417,853	470,000	455,514	470,000
Liability Legal Fees	723,847	350,000	350,000	350,000
Settlement costs - Liability	1,065,006	400,000	420,000	400,000
Transfer to Debt Service to ERI	7,709	8,325	8,325	8,627
Workers' Comp Insurance Premiums	108,284	114,400	114,400	114,400
Workers' Comp Legal Fees	56,776	80,500	50,000	80,500
Workers' Comp Medical Payments	510,510	800,000	500,000	600,000
Workers' Comp Settlement Payments	1,003,026	1,100,000	1,100,000	1,100,000
Workers' Comp TPA Pymts (non specific)	121,542	145,000	110,000	125,000
Workers' Comp TTD Pymts (non sworn)	1,417	-	-	-
Workers' Comp & Liability - Subtotal	4,393,059	3,787,318	3,412,132	3,658,075
General Administration & Support	8,951	94,093	94,093	99,805
Health Insurance Premiums	12,983,241	13,458,615	13,458,615	14,217,604
Health Insurance Opt Out Payments	51,065	84,000	60,000	91,800
Health & Life Insurance - Subtotal	13,043,257	13,636,708	13,612,708	14,409,209
Total Expenditures	17,436,316	17,424,026	17,024,840	18,067,284
Workers' Comp & Liability Surplus (Deficit)	(679,606)	(270,782)	579,454	(131,387)
Health & Life Insurance Surplus (Deficit)	(572,121)	58,739	82,739	155,847
Net Surplus (Deficit)	(1,251,727)	(212,043)	662,193	24,460
Beginning Fund Balance	(6,124,772)		(7,376,499)	(6,714,306)
Ending Fund Balance	(7,376,499)		(6,714,306)	(6,689,846)

Insurance Fund Summary (Fund #605)

Description of Major Activities

The City maintains excess liability coverage for general tort matters. The City's self-insured retention is \$1,250,000. The City also maintains insurance in the areas of property, inland marine, and paramedic. Claims are recorded when a determinable loss has been incurred, including reported losses and an estimated amount for losses incurred, but not yet reported, at year-end. The general liability claims account is administered by the Law Department. The worker's compensation account is administered by the Administrative Services Department.

Performance Report on FY 2013 Initiatives

- Worker's Compensation claims which require legal representation are still being handled by outside legal support.
- The City is continuing to encourage Pro Se settlements when possible.
- Short term goals concerning injury prevention addressed with Streets & Sanitation and Parks & Forestry at the beginning of the year; Facilities Management and Fleet Services addressed mid-year and still in process; and, Utilities and Parking Meter Repair to be addressed late Fall through the end of the year.
- Work continues with Facilities management to establish short and long term goals to address facility issues identified in the 2012 audit.
- City-wide Safety Committee has taken on the task of reviewing the City's Safety Manual, updating as needed .Identify and support city-wide training needs of employees that will increase safety and reduce employee injuries.

FY 2014 Fund Initiatives

- Continue to work with Departments to establish short and long term goals to address issues identified in the 2012 Safety Audit conducted by CCMSI.
- Continue to work with Departments to identify and support training needs specific to their employees and their safety issues - identified in 2012 audit.
- Continue to work with Facilities management to establish short and long term goals to address facility issues identified in the 2012 audit.
- Continue to update and/or create missing safety policies that support the safety of our employees - suggestions presented in 2012 audit.
- Continue to identify and support city-wide training needs of employees that will increase safety and reduce employee injuries.

	2012 Actual	2013 Budget	2013 Estimate	2014 Adopted
7800 INSURANCE DEPARTMENT				
61010 REGULAR PAY	314,211	275,624	285,542	362,130
61110 OVERTIME PAY	886			
61210 LONGEVITY	1,513	1,783	1,783	1,840
61420 ANNUAL SICK LEAVE PAYOUT	851			
61510 HEALTH INSURANCE		56,171	56,170	55,621
61615 LIFE INSURANCE		220	220	153
61625 AUTO ALLOWANCE	604	600	600	600
61710 IMRF	31,640	31,430	31,430	40,037
61725 SOCIAL SECURITY	19,177	16,771	16,771	22,132
61730 MEDICARE	4,485	3,922	3,922	5,176
62110 AUDITING	9,500	25,000		
62130 LEGAL SERVICES - GENERAL	723,847	350,000	350,000	350,000
62205 ADVERTISING	51			
62260 SETTLEMENT COSTS - LIABILITY	800,892	400,000	420,000	400,000
62266 TPA SERVICE CHARGES	121,542	145,000	110,000	125,000
62295 TRAINING & TRAVEL	42	417	300	416
62310 CITY WIDE TRAINING				20,000
62615 INSURANCE PREMIUM	487,186	470,000	455,514	470,000
65010 BOOKS, PUBLICATIONS, MAPS		415	415	415
65125 OTHER COMMODITIES		833	833	833
66025 TRAN.TO DS FUND- ERI DEBT SERV	7,709	8,325	8,325	8,627
66040 GENERAL ADMINIST. & SUPPORT	3,081			
66044 WORKERS COMP. INSUR.PREMIUMS	108,284	114,400	114,400	114,400
66045 WORKERS COMP LEGAL FEES	56,776	80,500	50,000	80,500
66046 WORKERS COMP. MEDICAL PAYMENTS	510,510	800,000	500,000	600,000
66047 WORKERS COMP. SETTLEMENT PMNTS	1,003,026	1,100,000	1,100,000	1,100,000
66049 WORK.COMP. TTD PMNT(NON SWORN)	1,417			
66050 HEALTH INSURANCE PREMIUMS-PPO	9,334,174	9,540,388	9,540,388	10,144,602
66051 HEALTH INSURANCE PREMIUMS- HMO	3,824,058	3,898,227	3,898,227	4,053,002
66054 MEDICARE SUPPL.-SENIORS CHOICE	19,789	20,000	20,000	20,000
66059 HEALTH INS. OPT OUT EXPENSES	51,065	84,000	60,000	91,800
7800 INSURANCE DEPARTMENT	17,436,316	17,424,026	17,024,840	18,067,284

City of Evanston
Fire Pension Fund Summary (Fund #700)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues:				
Property Taxes	6,188,393	6,061,575	5,800,000	6,061,575
Personal Property Replacement Tax	282,000	280,000	280,000	280,000
Interest on Investment	865,981	800,000	800,000	850,000
Participants' Contribution	884,170	922,500	925,000	950,000
Unrealized Gain (Loss)	2,666,737	-	-	-
Misc Income	184	-	-	-
Total Revenues	10,887,465	8,064,075	7,805,000	8,141,575
Expenditures:				
Administrative Expense	86,384	154,000	50,000	154,000
Legal Fees	-	50,000	50,000	50,000
Retirees Pensions	4,771,574	4,841,000	4,850,000	4,995,500
Widows' Pensions	1,068,600	1,090,000	1,040,000	1,071,200
Disability Pension	1,270,314	1,350,000	1,325,000	1,358,125
QUILDRO	79,832	75,000	90,000	90,000
Reserve for Future Pension Payment	-	-	-	-
Total Expenditures	7,276,704	7,560,000	7,405,000	7,718,825
Net Surplus (Deficit)	3,610,761	504,075	400,000	422,750
Beginning Net Assets held in Trust	54,893,621		58,463,916	58,863,916
Property Tax Adjustment for GAAP Basis	(40,466)			
Ending Net Assets held in Trust	58,463,916		58,863,916	59,286,666

Notes on Financial Summary

Actual Property Tax Revenue for 2012 is calculated based on Generally Accepted Accounting Principles (GAAP basis). Property Tax Revenues budgeted for 2013 and 2014 reflect tax levies based on an actuary report before the loss factor. Estimated 2013 Property Tax Revenue number includes cash receipts/charges from 2012 levy and delinquent payments received or refunds made during 2013.

\$75,000 has been budgeted as a contingency for legal expenses in FY 2014.

The City Council approved an additional \$102,094 in tax levy above the Actuarial Recommendation to make the 2013 tax levy equal to the 2012 tax levy.

Description of Major Activities

Every Illinois municipality having a population of not less than 5,000 and not more than 500,000 must have a Fire Pension Fund as prescribed in 40ILCS 5/4-101.

		2012	2013	2013	2014
		Actual	Budget	Estimate	Adopted
8000 FIREFIGHTERS' PENSION					
61755	PENSION-ADMIN. EXPENSE	86,384	204,000	100,000	204,000
61770	RETIRED EMPLOYEES PENSION	4,771,575	4,841,000	4,850,000	4,995,500
61775	WIDOWS' PENSIONS	1,068,600	1,090,000	1,040,000	1,071,200
61785	DISABILITY PENSIONS	1,270,314	1,350,000	1,325,000	1,358,125
61790	SEPARATION REFUNDS	65			
61795	QILDRO'S	79,766	75,000	90,000	90,000
8000 FIREFIGHTERS' PENSION		7,276,704	7,560,000	7,405,000	7,718,825

City of Evanston
Police Pension Fund Summary (Fund #705)

Financial Summary

	2012 Actual	2013 Adopted Budget	2013 Estimated Actual	2014 Adopted Budget
Revenues:				
Property Taxes	8,328,717	8,069,325	7,746,552	8,069,325
Personal Property Replacement Tax	325,000	325,000	325,000	325,000
Interest on Investment	2,839,127	2,625,000	2,625,000	2,800,000
Participants Contribution	1,654,851	1,383,750	1,350,000	1,423,000
Misc. Income	125	-	-	-
Unrealized Gain	4,083,715	-	-	-
Total Revenues	17,231,535	12,403,075	12,046,552	12,617,325
Expenditures:				
Administrative Expense	55,143	250,000	225,000	250,000
Retirees' Pensions	7,303,390	7,500,769	7,700,000	8,056,000
Widows' Pensions	868,955	868,000	850,000	875,500
Disability Pension	653,322	700,000	670,000	700,000
Separation Refunds	116,538	150,000	116,600	275,000
QUILDRO	17,886	18,000	18,000	18,000
Total Expenditures	9,015,234	9,486,769	9,579,600	10,174,500
Net Surplus (Deficit)	8,216,301	2,916,306	2,466,952	2,442,825
Beginning Net Assets held in Trust	72,596,264		80,812,565	83,279,517
Ending Net Assets held in Trust	80,812,565		83,279,517	85,722,342

Notes on Financial Summary

Actual Property Tax Revenue for 2012 is calculated based on Generally Accepted Accounting Principles (GAAP basis). Property Tax Revenues budgeted for 2013 and 2014 reflect tax levies based on an actuary report before the loss factor. Estimated 2013 Property Tax Revenue number includes cash receipts from 2012 levy and delinquent payments received and refunds paid during 2012.

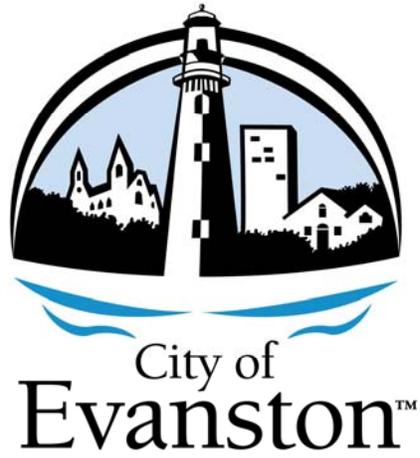
2014 employee contributions are increased by 3% over 2013 estimates and include the addition of two new sworn staff for 2014.

The City Council approved an additional \$35,401 in tax levy above the Actuarial Recommendation to make the 2013 tax levy equal to the 2012 tax levy.

Description of Major Activities

Every Illinois municipality of not less than 5,000 and not more than 500,000 people must have a Police Pension Fund as prescribed in 40ILCS 5/3-101.

		2012	2013	2013	2014
		Actual	Budget	Estimate	Proposed
8100 POLICEMENS' PENSION					
61755	PENSION-ADMIN. EXPENSE	277,747	250,000	225,000	250,000
61770	RETIRED EMPLOYEES PENSION	7,303,390	7,500,769	7,700,000	8,056,000
61775	WIDOWS' PENSIONS	868,955	868,000	850,000	875,500
61785	DISABILITY PENSIONS	653,322	850,000	786,600	975,000
61790	SEPARATION REFUNDS	116,538			
61795	QILDRO'S	17,886	18,000	18,000	18,000
8100 POLICEMENS' PENSION		9,237,838	9,486,769	9,579,600	10,174,500

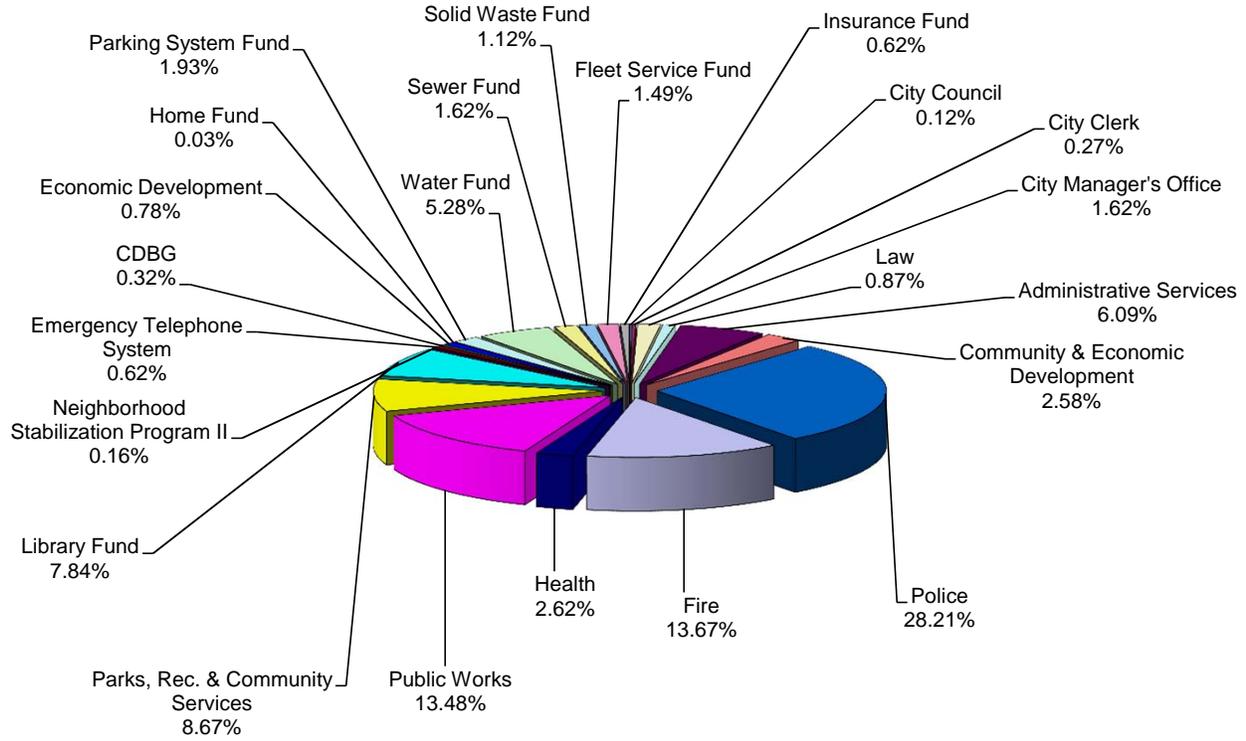


PART V

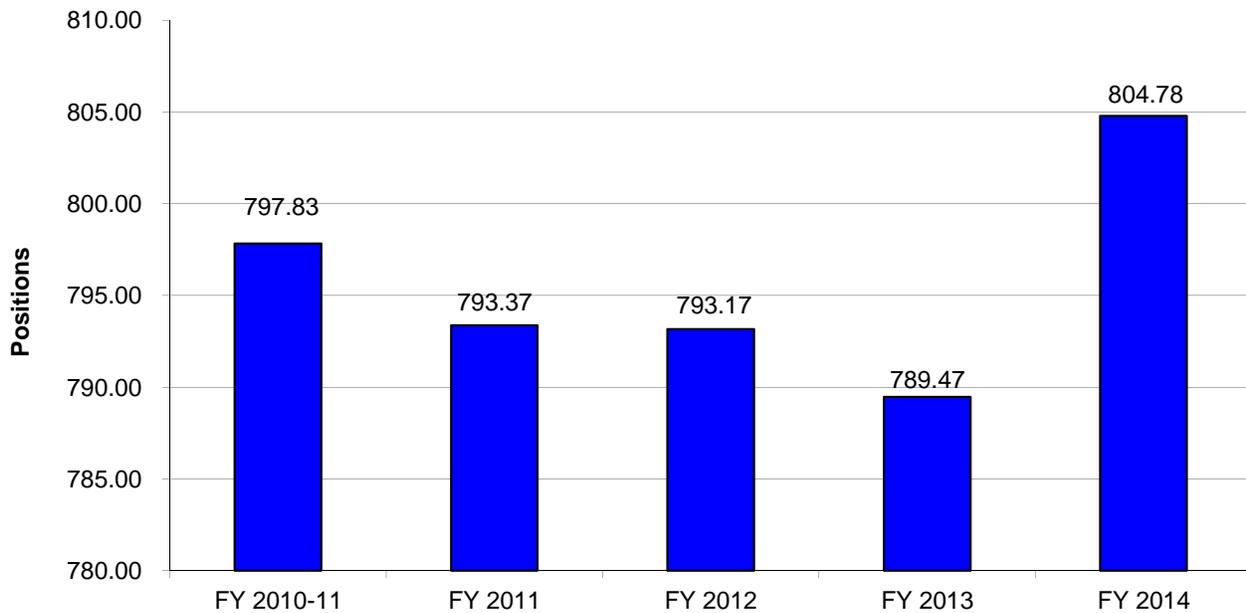
POSITION INFORMATION

City of Evanston

All Funds Position Charts

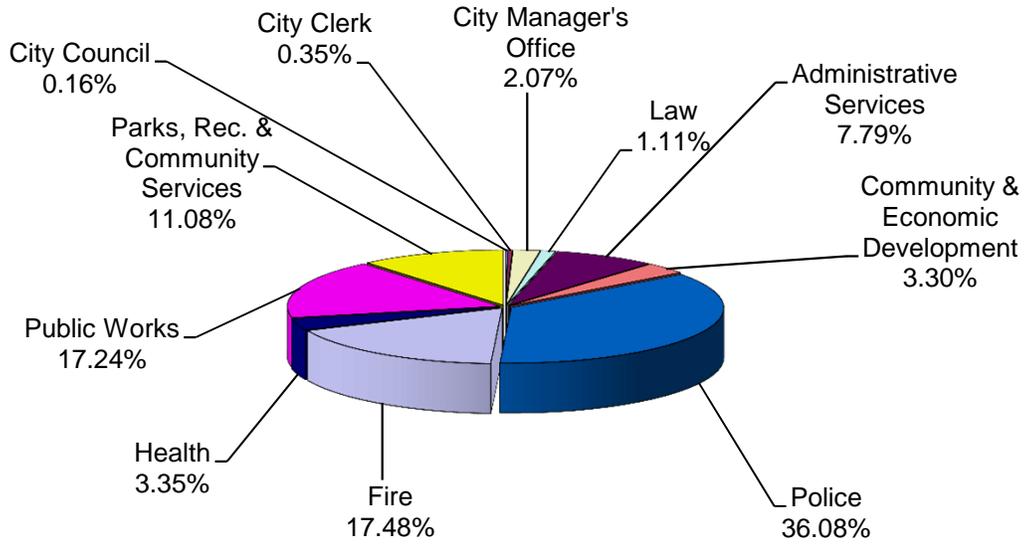


Positions - All Funds Last Five Fiscal Years

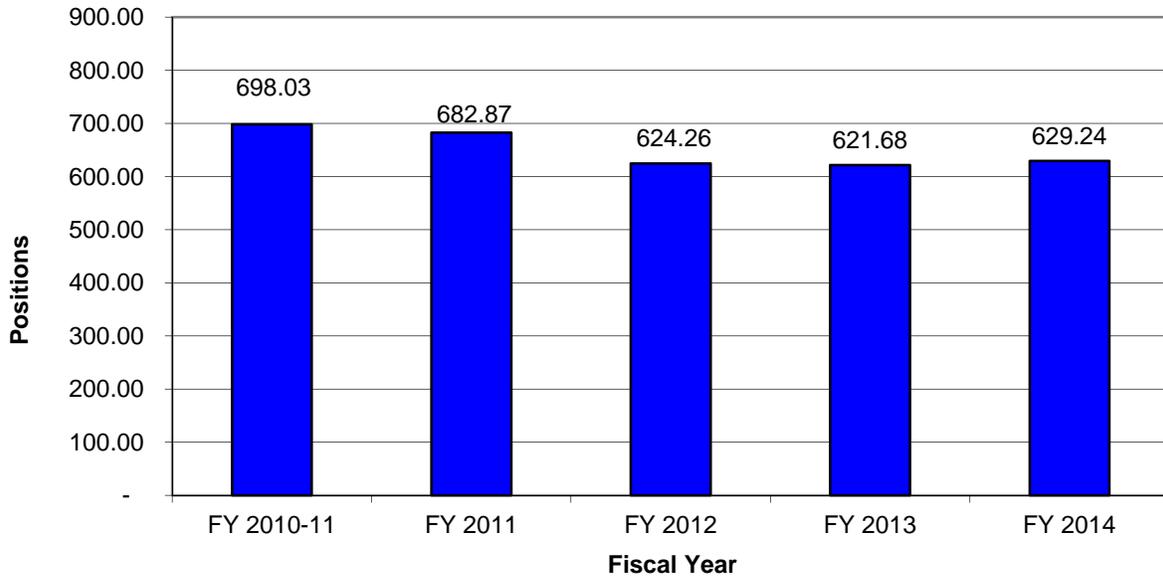


City of Evanston

General Fund Position Charts



**Positions - General Fund Only
Last Five Fiscal Years**



FULL-TIME EQUIVALENT TOTALS
Current Fiscal Year + Last Four Fiscal Years

DEPARTMENT / DIVISION SUMMARY		2010-11	FY 2011	FY 2012	FY 2013	FY 2014	FY13-FY14 Difference
GENERAL FUND DEPARTMENTS							
1300	City Council	1.00	1.00	1.00	1.00	1.00	0.00
1400	City Clerk	1.00	1.00	1.80	2.20	2.20	0.00
1505	City Manager's Office	4.70	6.00	6.00	6.00	5.00	(1.00)
1510	Citizen Engagement	7.00	4.00	5.00	5.00	6.00	1.00
1535	Sustainability Grant	1.00	1.00	1.00	1.00	1.00	0.00
1580	Community Arts	0.00	0.00	0.00	0.00	1.00	1.00
	Subtotal City Manager's Office	12.70	11.00	12.00	12.00	13.00	1.00
1705	Law Department	8.00	7.00	7.00	7.00	7.00	0.00
1905	Administration General Support	4.00	4.00	4.00	4.00	4.00	0.00
1910	Revenue Division	5.00	5.00	4.00	4.00	4.00	0.00
1915	Payroll	2.50	2.50	2.50	2.50	2.50	0.00
1920	Accounting	6.50	6.50	6.50	6.50	6.50	0.00
1925	Purchasing and Accounts Payable	2.50	2.50	2.60	3.00	3.00	0.00
1929	Human Resources Division	5.00	5.00	5.00	5.00	6.00	1.00
1932	Information Systems	14.00	13.00	11.50	10.50	11.00	0.50
1941	Parking Enforcement & Tickets	14.00	12.00	12.00	12.00	12.00	0.00
	Subtotal Administrative Services	53.50	50.50	48.10	47.50	49.00	1.50
2101	Community Development Admin	1.00	1.00	2.00	1.75	1.75	0.00
2105	Planning & Support	8.00	8.00	7.00	6.00	6.00	0.00
2115	Housing Code Compliance	7.00	7.00	7.00	0.00	0.00	0.00
2120	Housing Rehabilitation	3.00	3.00	1.60	1.60	1.60	0.00
2126	Building Inspection Services	8.00	8.00	9.40	11.40	11.40	0.00
2127	Community Intervention Services	1.00	1.00	0.00	0.00	0.00	0.00
2130	Building & Zoning	0.00	0.00	0.00	0.00	0.00	0.00
2135	Economic Development	3.00	1.00	0.00	0.00	0.00	0.00
	Subtotal Community & Economic Development	31.00	29.00	27.00	20.75	20.75	0.00
2205	Police Administration	2.00	2.00	2.00	2.00	3.00	1.00
2210	Patrol Operations	95.00	103.00	103.00	102.00	103.00	1.00
2215	Criminal Investigation	18.00	16.00	16.00	15.00	15.00	0.00
2225	Social Services Bureau	4.00	4.00	4.00	4.00	5.00	1.00
2230	Juvenile Bureau	11.00	10.00	10.00	9.00	9.00	0.00
2235	School Liaison	3.00	3.00	3.00	3.00	3.00	0.00
2240	Police Records	7.00	6.00	7.00	7.00	7.00	0.00
2245	Communications Bureau	14.00	14.00	14.00	14.00	14.00	0.00
2250	Service Desk Bureau	18.00	18.00	19.00	19.00	19.00	0.00
2251	Public Information	0.00	9.50	9.50	8.50	8.50	0.00
2255	Office of Professional Standards	3.00	3.00	3.00	3.00	3.00	0.00
2260	Office of Administration	3.00	2.00	2.00	3.00	3.00	0.00
2265	Neighborhood Enforcement Team (N.E.T.)	18.00	15.00	14.00	15.00	15.00	0.00
2270	Traffic Bureau	8.00	8.00	8.00	8.00	8.00	0.00
2275	Community Strategies Bureau	1.00	1.00	1.00	1.00	1.00	0.00
2280	Animal Control Bureau	2.50	2.50	2.50	2.50	2.50	0.00
2285	Problem Solving Team	7.00	7.00	7.00	8.00	8.00	0.00
	Subtotal Police	214.50	224.00	225.00	224.00	227.00	3.00
2305	Fire Management and Support	3.00	3.00	3.00	3.00	3.00	0.00
2310	Fire Prevention	5.00	4.00	4.00	4.00	4.00	0.00
2315	Fire Suppression	102.00	103.00	103.00	103.00	103.00	0.00
	Subtotal Fire	110.00	110.00	110.00	110.00	110.00	0.00
2407	Health Services Administration	2.10	2.00	2.00	2.00	2.00	0.00
2425	Dental Services	4.00	2.80	2.80	0.00	0.00	0.00

FULL-TIME EQUIVALENT TOTALS
Current Fiscal Year + Last Four Fiscal Years

DEPARTMENT / DIVISION SUMMARY		2010-11	FY 2011	FY 2012	FY 2013	FY 2014	FY13-FY14 Difference
2435	Food and Environmental Health	7.80	7.10	8.90	12.90	14.10	1.20
2440	Vital Records	2.40	2.00	2.00	2.00	2.00	0.00
2455	Mental Health Administration	2.00	2.00	2.00	3.00	3.00	0.00
2530	Commission on Aging	0.00	0.00	0.00	0.00	0.00	0.00
2540	Summer Youth Employ. Program	0.00	0.00	0.00	0.00	0.00	0.00
2541	Youth Engagement Division	0.00	0.00	0.00	0.00	0.00	0.00
2550	Human Relations Commission	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Health & Human Services		18.30	15.90	17.70	19.90	21.10	1.20
2605	Director of Public Works	2.00	2.00	2.00	3.00	4.25	1.25
2610	Municipal Service Center	2.00	2.00	2.00	2.00	2.00	0.00
2620	E.D.O.T. Administration	1.00	1.00	1.00	1.00	4.50	3.50
2625	City Engineer	8.00	6.00	6.00	7.00	8.00	1.00
2630	Traffic Engineering	4.50	4.50	4.50	3.50	2.50	(1.00)
2640	Traffic Signals & Streetlight Maint.	4.00	4.00	4.00	4.00	4.00	0.00
2650	Parks and Forestry Administration	0.00	0.00	0.00	0.00	3.50	3.50
2655	Parks & Forestry Maint. and Operations	0.00	0.00	0.00	0.00	31.00	31.00
2665	Operations and Maintenance Administration	6.00	5.75	5.75	4.75	4.50	(0.25)
2670	Street and Alley Maintenance	17.00	20.00	20.00	22.50	23.00	0.50
2675	Business District - Park Maintenance	5.00	4.00	4.00	2.50	5.00	2.50
2677	Facilities	0.00	0.00	0.00	0.00	16.20	16.20
2685	Refuse Collection and Disposal	10.75	0.00	0.00	0.00	0.00	0.00
2695	Yard Waste Collection and Disposal	2.00	0.00	0.00	0.00	0.00	0.00
2697	Facilities Administration	0.00	0.00	0.00	0.00	0.00	0.00
2699	Construction and Repair	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Public Works		62.25	49.25	49.25	50.25	108.45	58.20
3005	Recreation Mgt. & General Support	3.00	3.00	2.00	2.00	2.00	0.00
3010	Recreation Business and Fiscal Mgt.	3.00	3.00	3.00	3.00	3.00	0.00
3015	Communications & Marketing Serv.	1.75	1.00	0.00	0.00	0.00	0.00
3020	Recreation General Support	1.00	1.00	1.00	1.00	1.00	0.00
3030	Robert Crown Community Center	8.40	8.70	8.70	8.70	8.56	(0.14)
3035	Chandler Community Center	5.00	5.83	5.83	5.83	5.83	0.00
3040	Fleetwood-Jourdain Community Ctr.	6.00	6.75	6.75	6.75	6.75	0.00
3045	Fleetwood-Jourdain Comm. Theater	1.00	1.00	1.00	1.00	1.00	0.00
3055	Levy Senior Center	9.05	8.83	8.83	12.01	12.01	0.00
3080	Beaches	1.25	1.25	1.25	1.25	1.25	0.00
3085	Recreation Facility Maintenance	6.00	6.00	5.00	5.00	0.00	(5.00)
3095	Crown Ice Rink	7.65	7.01	7.01	7.00	7.00	0.00
3100	Sports Leagues	0.05	0.45	0.55	0.55	0.55	0.00
3110	Tennis	0.40	0.40	0.40	0.40	0.40	0.00
3130	Special Recreation	2.00	2.46	2.71	2.71	2.71	0.00
3140	Bus Program	0.75	1.15	1.15	1.15	1.15	0.00
3150	Park Service Unit	1.75	1.45	1.45	1.45	1.45	0.00
3205	Community Relations	2.00	2.00	0.00	0.00	0.00	0.00
3210	Commission On Aging	1.50	1.90	1.50	0.00	0.00	0.00
3215	Youth Engagement	1.00	1.00	4.00	4.00	5.00	1.00
3505	Parks and Forestry General Support	3.00	3.00	2.00	2.00	0.00	(2.00)
3510	Horticulture Maintenance	13.00	13.00	13.00	13.00	0.00	(13.00)
3515	Maintenance of Parkway Trees	9.50	8.50	8.50	8.50	0.00	(8.50)
3520	Dutch Elm Disease Control	7.25	7.25	7.25	7.25	0.00	(7.25)
3525	Tree Planting	2.25	2.25	2.25	2.25	0.00	(2.25)
3605	Ecology Center	4.05	3.77	3.77	3.77	3.77	0.00
3700	Arts Council	0.80	0.80	0.00	0.00	0.00	0.00
3710	Noyes Cultural Arts Center	4.25	4.31	3.31	3.31	3.31	0.00
3720	Cultural Arts Programs	1.80	1.80	3.00	3.00	3.00	0.00
3805	Facilities Administration	2.00	2.00	2.00	2.00	0.00	(2.00)
3806	Civic Center Services	2.20	2.20	2.20	2.20	0.00	(2.20)
3807	Construction & Repair	16.00	16.00	16.00	16.00	0.00	(16.00)
Subtotal Parks, Recreation & Comm. Services		128.65	129.06	125.41	127.08	69.74	(57.34)
TOTAL - GENERAL FUND		698.03	627.71	624.26	621.68	629.24	7.56

FULL-TIME EQUIVALENT TOTALS
Current Fiscal Year + Last Four Fiscal Years

DEPARTMENT / DIVISION SUMMARY		2010-11	FY 2011	FY 2012	FY 2013	FY 2014	FY13-FY14 Difference
OTHER FUNDS							
4805	Children's Services	8.38	8.38	10.71	11.24	11.88	0.64
4806	Adult Services	16.31	16.37	15.39	13.86	14.53	0.67
4808	Neighborhood Services	0.00	2.64	0.00	0.00	0.00	0.00
4820	Circulation	14.76	14.51	14.44	14.44	13.31	(1.13)
4825	North Branch	2.64	0.00	2.64	2.64	5.49	2.85
4830	South Branch	1.39	0.00	0.00	0.00	0.00	0.00
4835	Technical Services	5.61	5.61	5.61	5.61	5.75	0.14
4840	Library Maintenance	3.00	3.00	3.00	3.00	5.31	2.31
4845	Library Administration	5.04	4.65	4.59	5.59	6.86	1.27
	Subtotal Library Fund	57.13	55.16	56.38	56.38	63.13	6.75
5005	Neighborhood Stabilization Program 2	0.00	1.00	2.00	2.66	1.31	(1.35)
5150	Emergency Telephone System	5.00	5.00	5.00	5.00	5.00	0.00
5220	Community Develop. Block Grant (CDBG)	2.00	2.00	1.53	1.50	2.60	1.10
5300	Economic Development Fund	5.30	5.00	7.00	6.25	6.25	0.00
5430	Home Fund	0.00	0.00	0.00	0.00	0.25	0.25
5999	Capital Projects Fund	0.00	1.00	0.00	0.00	0.00	0.00
7005	Parking System Management	6.50	6.50	6.50	6.50	6.50	0.00
7015	Parking Lots and Meters	8.00	8.00	8.00	8.00	8.00	0.00
7037	Maple Avenue Garage	1.00	1.00	1.00	1.00	1.00	0.00
	Subtotal Parking Systems	15.50	15.50	15.50	15.50	15.50	0.00
7100	Water General Support	4.00	4.00	5.00	5.00	5.50	0.50
7105	Water Pumping	11.00	11.00	11.00	11.00	11.00	0.00
7110	Water Filtration	14.00	14.00	14.00	14.00	14.00	0.00
7115	Water Distribution	11.00	11.00	10.50	10.50	10.00	(0.50)
7120	Water Meter Maintenance	3.00	2.00	2.00	2.00	2.00	0.00
	Subtotal Water	43.00	42.00	42.50	42.50	42.50	0.00
7400	Sewer Maintenance	14.00	13.00	13.00	13.00	13.00	0.00
7600	Solid Waste	0.00	10.00	10.00	9.00	9.00	0.00
7705	Fleet Services General Support	2.00	2.00	2.00	2.00	2.00	0.00
7710	Major Maintenance	10.00	10.00	10.00	10.00	10.00	0.00
	Subtotal Fleet Service	12.00	12.00	12.00	12.00	12.00	0.00
7800	Insurance Fund	3.00	4.00	4.00	4.00	5.00	1.00
	TOTAL - OTHER FUNDS	99.80	110.50	112.53	111.41	112.16	0.75
	GRAND TOTAL - ALL FUNDS	797.83	793.37	793.17	789.47	804.78	15.31

	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
1300 CITY COUNCIL						
	1000	Mayor	0.00	0.00	0.00	
	1001	Alderman	0.00	0.00	0.00	
	1491	Mayor's Assistant	1.00	1.00	0.00	
1300 CITY COUNCIL TOTAL			1.00	1.00	0.00	
1400 CITY CLERK						
	1002	City Clerk	0.00	0.00	0.00	
	1170	Deputy City Clerk	1.40	1.40	0.00	
	1497	Mailroom Attendant	0.80	0.80	0.00	
1400 CITY CLERK TOTAL			2.20	2.20	0.00	
LEGISLATIVE			3.20	3.20	0.00	
1505 CITY MANAGER						
	1003	City Manager	1.00	1.00	0.00	
	1198	Executive Assistant	1.00	1.00	0.00	
	1237	Management Analyst/Volunteer Coord.	1.00	0.00	-1.00	Position reclassified to Arts Design Coordinator in Business Unit (BU) 1510.
	1452	Administrative Secretary	1.00	1.00	0.00	
	1484	Local Government Mgt. Fellow	1.00	1.00	0.00	
	1507	Deputy City Manager	1.00	1.00	0.00	
1505 CITY MANAGER TOTAL			6.00	5.00	-1.00	
1510 CITIZEN ENGAGEMENT						
	1155	Community Information Coordinator	1.00	0.00	-1.00	Position reclassified to Citizen Engagement Specialist.
	1281	Public Information Specialist	1.00	0.00	-1.00	Position reclassified to Citizen Engagement Specialist.
	1469	Web Communications Coordinator	1.00	1.00	0.00	
	1501	Citizen Engagement Coordinator	1.00	1.00	0.00	
	1506	Citizen Engagement Division Manager	1.00	1.00	0.00	
		Citizen Engagement Specialist	0.00	2.00	2.00	Positions reclassified from Community Information Coordinator and Public Information Specialist.
		Arts Design Coordinator	0.00	1.00	1.00	Position reclassified from Management Analyst in BU 1510.
1510 CITIZEN ENGAGEMENT TOTAL			5.00	6.00	1.00	
1535 SUSTAINABILITY						
	1417	Sustainable Programs Coordinator	1.00	1.00	0.00	
1535 SUSTAINABILITY TOTAL			1.00	1.00	0.00	
1580 COMMUNITY ARTS						
		Cultural Arts Coordinator	0.00	1.00	1.00	Position added.
1580 COMMUNITY ARTS TOTAL			0.00	1.00	1.00	
CITY ADMINISTRATION			12.00	13.00	1.00	
1705 LEGAL ADMINISTRATION						
	1024	Admin Adjudication Manager	1.00	1.00	0.00	
	1108	Admin. Adjudication Aide	1.00	1.00	0.00	
	1205	Executive Secretary (to Dept. Head)	1.00	1.00	0.00	
	1455	Deputy City Attorney	0.00	1.00	1.00	Promotion from Assistant City Attorney II
	1457	City Attorney	1.00	1.00	0.00	
	1489	Assistant City Attorney II	3.00	2.00	-1.00	Promotion to Deputy City Attorney.
1705 LEGAL ADMINISTRATION TOTAL			7.00	7.00	0.00	
LAW DEPARTMENT			7.00	7.00	0.00	

	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
1905 ADMINISTRATION GENERAL SUPPORT						
	1109	Administrative Secretary	1.00	1.00	0.00	
	1237	Management Analyst	1.00	1.00	0.00	
	1463	Senior Management Analyst	1.00	1.00	0.00	
	1490	Assistant City Manager/Chief Financial Officer	1.00	1.00	0.00	
1905 ADMINISTRATION GENERAL SUPPORT TOTAL			4.00	4.00	0.00	
1910 REVENUE DIVISION						
	1045	License and Measure Inspector	1.00	1.00	0.00	
	1482	Customer Service Representative	3.00	3.00	0.00	
1910 REVENUE DIVISION TOTAL			4.00	4.00	0.00	
1915 PAYROLL						
	1260	Payroll Manager	1.00	1.00	0.00	
	1453	Payroll/Pension Administrator	1.50	1.50	0.00	
1915 PAYROLL TOTAL			2.50	2.50	0.00	
1920 ACCOUNTING						
	1101	Accounting Manager	1.00	1.00	0.00	
	1103	Accounts Payable Coordinator	1.00	1.00	0.00	
	1302	Senior Accountant	3.00	3.00	0.00	
	1453	Payroll Pension Administrator	0.50	0.50	0.00	
	1474	Finance Manager	1.00	1.00	0.00	
1920 ACCOUNTING TOTAL			6.50	6.50	0.00	
1925 PURCHASING						
	1109	Administrative Secretary	1.00	0.00	-1.00	Position reclassified to Purchasing Specialist.
	1175	Purchasing Manager	1.00	1.00	0.00	
	1289	Purchasing Specialist	1.00	2.00	1.00	Position reclassified from Administrative Secretary.
1925 PURCHASING TOTAL			3.00	3.00	0.00	
1929 HUMAN RESOURCES DIVISION						
	1217	Human Resources Assistant	2.00	2.00	0.00	
	1218	Human Resources Specialist	2.00	3.00	1.00	Position added.
	1471	Human Resources Division Manager	1.00	1.00	0.00	
1929 HUMAN RESOURCES DIVISION TOTAL			5.00	6.00	1.00	
1932 INFORMATION SYSTEMS						
	1166	Database Administrator	1.00	1.00	0.00	
	1211	GIS Analyst	1.50	2.00	0.50	.5 FTE transferred from BU 7115.
	1242	Network Administrator	2.00	2.00	0.00	
	1276	Programmer Analyst	1.00	1.00	0.00	
	1325	Tech Support Specialist I	2.00	2.00	0.00	
	1479	IT Division Manager	1.00	1.00	0.00	
	1481	Applications and Development Mgr.	1.00	1.00	0.00	
	1485	Tech Support Supervisor	1.00	1.00	0.00	
1932 INFORMATION SYSTEMS TOTAL			10.50	11.00	0.50	
1941 PARKING ENFORCEMENT & TICKETS						
	1252	Parking Enforcement Officer	10.00	10.00	0.00	
	1255	Parking Operations Clerk	1.00	1.00	0.00	
	1291	Parking Enforcement Coordinator	1.00	1.00	0.00	
1941 PARKING ENFORCEMENT & TICKETS TOTAL			12.00	12.00	0.00	
ADMINISTRATIVE SERVICES DEPARTMENT			47.50	49.00	1.50	

	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
2101 COMMUNITY DEVELOPMENT ADMINISTRATION						
	1004	Director, Community Development	0.75	0.75	0.00	
	1237	Management Analyst	1.00	1.00	0.00	
2101 COMMUNITY DEVELOPMENT ADMINISTR. TOTAL			1.75	1.75	0.00	
2105 PLANNING & SUPPORT SERVICES						
	1120	Planning and Zoning Administrator	1.00	1.00	0.00	
	1199	Exec Secretary (non-Dept Head)	1.00	1.00	0.00	
	1215	Housing Planner	1.00	0.00	-1.00	.75 FTE transferred to BU 5220; .25 FTE transferred to BU 5430.
	1241	Neighborhood and Land Use Planner	0.00	1.00	1.00	.25 FTE transferred from BU 5005; .75 FTE transferred from BU 5220.
	1304	Senior Planner	1.00	1.00	0.00	
	1346	Zoning Officer	1.00	1.00	0.00	
	1347	Zoning Planner	1.00	1.00	0.00	
2105 PLANNING & SUPPORT SERVICES TOTAL			6.00	6.00	0.00	
2120 HOUSING REHABILITATION						
	1158	Construc Rehabilitation Spec	1.00	1.00	0.00	
	1482	Customer Service Representative	0.00	0.60	0.60	
	1509	Permits-Licensing Coordinator	0.60	0.00	-0.60	
2120 HOUSING REHABILITATION TOTAL			1.60	1.60	0.00	
2126 BUILDING INSPECTION SERVICES						
	1187	Electrical Inspector II	1.00	1.00	0.00	
	1270	Plumbing/Mechanical Inspector	2.00	2.00	0.00	
	1310	Sign Inspector/Graffiti Tech	1.00	1.00	0.00	
	1314	Struct Inspec/Plan Examiner	1.00	1.00	0.00	
	1420	Plan Review/Permits Supervisor	1.00	1.00	0.00	
	1427	Building Construction Insp. Supervisor	1.00	1.00	0.00	
	1482	Customer Service Representative	3.00	3.40	0.40	1 position transferred to BU 2435 and 1 position added. 0.4 FTE reclass from Permit-Licensing Coordinator
	1486	Build/Insp Serv. Division Manager	1.00	1.00	0.00	
	1509	Permits-Licensing Coordinator	0.40	0.00	-0.40	Reclass to Customer Service Rep.
2126 BUILDING INSPECTION SERVICES TOTAL			11.40	11.40	0.00	
COMMUNITY DEVELOPMENT DEPARTMENT			20.75	20.75	0.00	
2205 POLICE ADMINISTRATION						
	1109	Administrative Secretary	1.00	1.00	0.00	
	1140	Chief of Police	1.00	1.00	0.00	
	1234	Police Commander	0.00	1.00	1.00	Position added.
2205 POLICE ADMINISTRATION TOTAL			2.00	3.00	1.00	
2210 PATROL OPERATIONS						
	1234	Police Commander	3.00	3.00	0.00	
	1246	Police Officer	87.00	87.00	0.00	
	1307	Police Sergeant	11.00	12.00	1.00	Position added.
	1360	Deputy Chief	1.00	1.00	0.00	
2210 PATROL OPERATIONS TOTAL			102.00	103.00	1.00	
2215 CRIMINAL INVESTIGATION						
	1234	Police Commander	1.00	1.00	0.00	
	1246	Police Officer	11.00	11.00	0.00	
	1307	Police Sergeant	2.00	2.00	0.00	
	1360	Deputy Chief	1.00	1.00	0.00	
2215 CRIMINAL INVESTIGATION TOTAL			15.00	15.00	0.00	
2225 SOCIAL SERVICES BUREAU						
	1334	Victim Advocate	2.00	3.00	1.00	Position added.
	1345	Youth Advocate	2.00	2.00	0.00	
2225 SOCIAL SERVICES BUREAU TOTAL			4.00	5.00	1.00	

	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference		Comments
2230 JUVENILE BUREAU							
	1234	Police Commander	1.00	1.00	0.00		
	1246	Police Officer	7.00	7.00	0.00		
	1307	Police Sergeant	1.00	1.00	0.00		
2230 JUVENILE BUREAU TOTAL			9.00	9.00	0.00		
2235 SCHOOL LIAISON							
	1246	Police Officer	3.00	3.00	0.00		
2235 SCHOOL LIAISON TOTAL			3.00	3.00	0.00		
2240 POLICE RECORDS							
	1007	Dir, Police Records Bureau	1.00	1.00	0.00		
	1290	Records Input Operator	4.00	4.00	0.00		
	1296	Review Officer	2.00	2.00	0.00		
2240 POLICE RECORDS TOTAL			7.00	7.00	0.00		
2245 COMMUNICATIONS							
	1327	Telecommunicator	14.00	14.00	0.00		
2245 COMMUNICATIONS TOTAL			14.00	14.00	0.00		
2250 SERVICE DESK							
	1161	Court Liaison	1.00	1.00	0.00		
	1163	Custodian I	1.00	1.00	0.00		
	1237	Management Analyst	1.00	1.00	0.00		
	1279	Property Officer	1.00	1.00	0.00		
	1324	Service Desk Officer II	12.00	12.00	0.00		
	1360	Deputy Chief	1.00	1.00	0.00		
	1413	Service Desk Supervisor	1.00	1.00	0.00		
	1496	311 Supervisor	1.00	1.00	0.00		
2250 SERVICE DESK TOTAL			19.00	19.00	0.00		
2251 PUBLIC INFORMATION							
	1493	Service Desk Officer I	8.50	8.50	0.00		
2251 PUBLIC INFORMATION TOTAL			8.50	8.50	0.00		
2255 OFFICE OF PROFESSIONAL STANDARDS							
	1199	Exec Secretary (non-Dept Head)	1.00	1.00	0.00		
	1234	Police Commander	1.00	1.00	0.00		
	1307	Police Sergeant	1.00	1.00	0.00		
2255 OFFICE OF PROFESSIONAL STANDARDS TOTAL			3.00	3.00	0.00		
2260 OFFICE OF ADMINISTRATION							
	1237	Management Analyst	1.00	1.00	0.00		
	1430	Administrative Coordinator	1.00	1.00	0.00		
	----	Training Coordinator	1.00	1.00	0.00		
2260 OFFICE OF ADMINISTRATION TOTAL			3.00	3.00	0.00		
2265 NEIGHBORHOOD ENFORCEMENT TEAM							
	1234	Police Commander	1.00	1.00	0.00		
	1246	Police Officer	12.00	12.00	0.00		
	1307	Police Sergeant	2.00	2.00	0.00		
2265 NEIGHBORHOOD ENFORCEMENT TEAM TOTAL			15.00	15.00	0.00		
2270 TRAFFIC BUREAU							
	1246	Police Officer	6.00	6.00	0.00		
	1307	Police Sergeant	1.00	1.00	0.00		
	1391	Towing Coordinator	1.00	1.00	0.00		
2270 TRAFFIC BUREAU TOTAL			8.00	8.00	0.00		
2275 COMMUNITY STRATEGIC BUREAU							
	1362	Crime Analyst	1.00	1.00	0.00		
2275 COMMUNITY STRATEGIC BUREAU TOTAL			1.00	1.00	0.00		

	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
2280 ANIMAL CONTROL						
	1134	Animal Control Warden	1.00	1.00	0.00	
	1139	Chief Animal Warden	1.00	1.00	0.00	
	1401	PT Animal Warden	0.50	0.50	0.00	
2280 ANIMAL CONTROL TOTAL			2.50	2.50	0.00	
2285 PROBLEM SOLVING TEAM						
	1234	Police Commander	1.00	1.00	0.00	
	1246	Police Officer	7.00	7.00	0.00	
2285 PROBLEM SOLVING TEAM TOTAL			8.00	8.00	0.00	
POLICE DEPARTMENT			224.00	227.00	3.00	
2305 FIRE MANAGEMENT & SUPPORT						
	1148	Clerk II	1.00	1.00	0.00	
	1207	Fire Chief	1.00	1.00	0.00	
	1237	Management Analyst	1.00	1.00	0.00	
2305 FIRE MANAGEMENT & SUPPORT TOTAL			3.00	3.00	0.00	
2310 FIRE PREVENTION						
	1180	Division Chief, Fire	1.00	1.00	0.00	
	1206	Fire Captain	2.00	2.00	0.00	
	9999	Fire Plan Reviewer	1.00	1.00	0.00	
2310 FIRE PREVENTION TOTAL			4.00	4.00	0.00	
2315 FIRE SUPPRESSION						
	1180	Division Chief, Fire	2.00	2.00	0.00	
	1206	Fire Captain	24.00	24.00	0.00	
	1208	Firefighter	74.00	74.00	0.00	
	1309	Shift Chief, Fire	3.00	3.00	0.00	
2315 FIRE SUPPRESSION TOTAL			103.00	103.00	0.00	
FIRE DEPARTMENT			110.00	110.00	0.00	
2407 HEALTH SERVICES ADMINISTRATION						
	1173	Director, Health	1.00	1.00	0.00	
	1205	Exec Secretary (to Dept. Head)	1.00	1.00	0.00	
2407 HEALTH SERVICES ADMINISTRATION TOTAL			2.00	2.00	0.00	
2435 FOOD AND ENVIRONMENTAL HEALTH						
	1190	Environmental Health Practitioner	4.00	3.00	-1.00	1 position reclassified to Field Staff Supervisor.
	1277	Property Maint Inspector I	4.00	4.00	0.00	
	1300	Secretary II	1.00	1.00	0.00	
	1313	Communicable Dis Surv Specialist	1.00	1.00	0.00	
	1375	Medical Director	0.10	0.10	0.00	
	1434	Emergency Response Coordinator	0.80	1.00	0.20	Position increased by .2 FTE.
	1447	Health License Coordinator	1.00	1.00	0.00	
	1482	Customer Service Representative	0.00	1.00	1.00	Positions transferred from BU 2126.
	1517	Assistant Health Director	1.00	1.00	0.00	
		Field Staff Supervisor	0.00	1.00	1.00	Position reclassified from Environmental Health Practitioner.
2435 FOOD AND ENVIRONMENTAL HEALTH TOTAL			12.90	14.10	1.20	
2440 VITAL RECORDS						
	1149	Clerk III	1.00	1.00	0.00	
	1150	Clerk Typist I	1.00	1.00	0.00	
2440 VITAL RECORDS TOTAL			2.00	2.00	0.00	

Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
2455 COMMUNITY HEALTH PROGRAM ADMINISTRATION					
1199	Exec Secretary (non Dept. Head)	1.00	0.00	-1.00	Position reclassified to Secretary II
1300	Secretary II	0.00	1.00	1.00	Position reclassified from Exec. Secretary.
1237	Management Analyst	1.00	1.00	0.00	
1520	Public Health Educator	1.00	1.00	0.00	
2455 COMMUNITY HEALTH PROGRAM ADMINISTR. TOTAL		3.00	3.00	0.00	
HEALTH DEPARTMENT		19.90	21.10	1.20	
2605 DIRECTOR OF PUBLIC WORKS					
1148	PT Clerk (was Exec. Sec non-DH)	0.00	0.75	0.75	Position transferred from BU 2665.
1174	Director, Public Works	1.00	1.00	0.00	
1205	Exec Secretary (to Dept. Head)	1.00	1.00	0.00	
1429	Business Office Coordinator	1.00	1.00	0.00	
1519	Special Projects Assistant	0.00	0.50	0.50	.5 FTE transferred from BU 2665.
2605 DIRECTOR OF PUBLIC WORKS TOTAL		3.00	4.25	1.25	
2610 MUNICIPAL SERVICE CENTER					
1163	Custodian I	1.00	1.00	0.00	
1321	Service Center Coordinator	1.00	1.00	0.00	
2610 MUNICIPAL SERVICE CENTER TOTAL		2.00	2.00	0.00	
2620 INFRASTRUCTURE & ENGINEERING ADMINISTRATION					
1303	Senior Engineer	0.00	0.00	0.00	Position transferred from BU 2625 and reclassified to Senior Project Manager, Construction/Design.
1306	Senior Traffic Engineer	0.00	0.00	0.00	Position transferred from BU 2630 and reclassified to Senior Project Manager, Traffic/ROW Permits.
1466	City Engineer	1.00	0.00	-1.00	Position reclassified to Assistant Director of Public Works - Engineering & Infrastructure.
1519	Special Projects Assistant	0.00	0.50	0.50	.5 FTE transferred from BU 3805.
	Assistant Director of Public Works - Engineering & Infrastructure	0.00	1.00	1.00	Position reclassified from City Engineer.
	Senior Project Manager	0.00	1.00	1.00	Position transferred from BU 3505 and reclassified from Assistant Superintendent.
	Senior Project Manager, Construction/Design	0.00	1.00	1.00	Position reclassified from Senior Engineer in BU 2625.
	Senior Project Manager, Traffic/ROW Permits	0.00	1.00	1.00	Position reclassified from Senior Traffic Engineer in BU 2630.
2620 INFRASTRUCTURE & ENGINEERING ADMIN.		1.00	4.50	3.50	
2625 ENGINEERING					
1145	Civil Engineer II	2.00	2.00	0.00	
1146	Civil Engineer III	1.00	1.00	0.00	
1189	Engineering Associate II	2.00	2.00	0.00	
1303	Senior Engineer	1.00	0.00	-1.00	Position transferred to BU 2620.
1351	ADA/CIP Project Manager	0.00	1.00	1.00	Position transferred from BU 3805.
1468	Architect / Project Manager	0.00	1.00	1.00	Position transferred from BU 3805.
1475	Construction Inspector	1.00	1.00	0.00	
2625 ENGINEERING TOTAL		7.00	8.00	1.00	
2630 TRAFFIC ENGINEERING					
1145	Civil Engineer II	1.00	1.00	0.00	
1306	Senior Traffic Engineer	1.00	0.00	-1.00	Position transferred to BU 2620.
1329	Traffic Engineering Technician	0.50	0.50	0.00	
1483	Traffic Operations Manager	1.00	0.00	-1.00	Position reclassified to Building Supervisor.
	Building Supervisor	0.00	1.00	1.00	Position reclassified from Traffic Operations Manager.
2630 TRAFFIC ENGINEERING TOTAL		3.50	2.50	-1.00	

	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
2640 TRAFFIC SIGNAL & STREET LIGHT MAINTENANCE						
	1224	Traffic Electrician Leader	1.00	1.00	0.00	
	1330	Traffic Electrician	3.00	3.00	0.00	
2640 TRAFFIC SIGNAL & STREET LIGHT MAINT. TOTAL			4.00	4.00	0.00	
2650 PARKS & FORESTRY ADMINISTRATION						
	1113	Arborist	0.00	1.00	1.00	.5 FTE transferred from BU 3515; .25 FTE transferred from BU 3520; .25 FTE transferred from BU 3525.
	1316	Superintendent, Parks/For/FM	0.00	0.00	0.00	Position reclassified to Assistant Director of Public Works - Forestry.
	1320	Supervisor, Sports/Rec. Maintenance	0.00	0.00	0.00	Position transferred from BU 3085 and reclassified to Greenway Supervisor.
	1519	Special Projects Assistant	0.00	0.50	0.50	.5 FTE transferred from BU 3805.
		Assistant Director of Public Works - Forestry.	0.00	1.00	1.00	Position reclassified from Superintendent, Parks/Forestry/Facilities Management.
		Greenway Supervisor	0.00	1.00	1.00	Position reclassified from Supervisor, Sports/Rec. Maintenance.
2650 PARKS & FORESTRY ADMINISTRATION TOTAL			0.00	3.50	3.50	
2655 PARKS & FORESTRY MAINTENANCE AND OPERATIONS						
	1195	Equipment Operator II	0.00	3.00	3.00	Positions transferred from BU 3510.
	1210	General Tradesman	0.00	1.00	1.00	Position transferred from BU 3510.
	1250	Parks/Forestry Crew Leader	0.00	7.00	7.00	Positions transferred from BU 3085, BU 3510, BU 3515, BU 3520, and BU 3525.
	1264	Parks/Forestry Worker II	0.00	1.00	1.00	Position transferred from BU 3510.
	1265	Parks/Forestry Worker III	0.00	19.00	19.00	Positions transferred from BU 3510, BU 3515, BU 3520, and BU 3525.
2655 PARKS & FORESTRY MAINT. AND OPER. TOTAL			0.00	31.00	31.00	
2665 OPERATIONS & MAINTENANCE ADMINISTRATION						
	1011	Superintendent, Streets/San	1.00	0.00	-1.00	Position reclassified to Assistant Director of Public Works - Operations & Facilities.
	1148	PT Clerk (was Exec. Sec non-DH)	0.75	0.00	-0.75	Position transferred to BU 2605.
	1200	Facilities Mgmt Supervisor	0.00	0.00	0.00	Position transferred from BU 3807 and reclassified to Maintenance & Operations Chief, Building/Special Facilities.
	1477	Streets Supervisor	1.00	0.00	-1.00	Position reclassified to Maintenance & Operations Chief, Streets/Environmental Services.
	1478	Sanitation Supervisor	1.00	1.00	0.00	
	1519	Special Projects Assistant	1.00	0.50	-0.50	.5 FTE transferred to BU 2605.
		Assistant Director of Public Works - Operations & Facilities	0.00	1.00	1.00	Position reclassified from Superintendent, Streets & Sanitation.
		Maintenance & Operations Chief, Streets/Environmental Services	0.00	1.00	1.00	Position reclassified from Streets Supervisor.
		Maintenance & Operations Chief, Building/Special Facilities	0.00	1.00	1.00	Position reclassified from Facilities Mgmt Supervisor.
2665 OPERATIONS & MAINTENANCE ADMINISTR. TOTAL			4.75	4.50	-0.25	
2670 STREET AND ALLEY MAINTENANCE						
	1194	Equipment Operator I	0.50	1.00	0.50	.5 FTE transferred to BU 2675.
	1195	Equipment Operator II	11.00	11.00	0.00	
	1196	Equipment Operator III	3.00	3.00	0.00	
	1288	Public Works Maint. Worker II	3.00	3.00	0.00	
	1458	Public Works Maint. Worker III	3.00	3.00	0.00	
	1476	Operations Coordinator	2.00	0.00	-2.00	1 position reclassified to Streets Supervisor and 1 position reclassified to Special Facilities Supervisor.
		Streets Supervisor	0.00	1.00	1.00	Position reclassified from Operations Coordinator.
		Special Facilities Supervisor	0.00	1.00	1.00	Position reclassified from Operations Coordinator.
2670 STREET AND ALLEY MAINTENANCE TOTAL			22.50	23.00	0.50	

Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
2675 BUSINESS DISTRICT - PARK MAINTENANCE					
1194	Equipment Operator I	0.50	0.00	-0.50	.5 FTE transferred to BU 2670.
1195	Equipment Operator II	1.00	1.00	0.00	
1264	Parks/Forestry Worker II	0.00	3.00	3.00	Positions transferred from BU 3085.
1288	Public Works Maint.. Worker II	1.00	1.00	0.00	
2675 BUSINESS DISTRICT - PARK MAINTENANCE TOTAL		2.50	5.00	2.50	
2677 FACILITIES					
1163	Custodian I	0.00	1.00	1.00	Position transferred from BU 3806.
1164	Fac. Maint.. Worker/Custodian I	0.00	1.00	1.00	Position transferred from BU 3806.
1203	Facilities Maint. Worker III	0.00	12.00	12.00	Positions transferred from BU 3807.
1403	PT Custodian	0.00	0.20	0.20	Position transferred from BU 3806.
1476	PW Operations Coordinator	0.00	2.00	2.00	1 FTE reclassified from Facilities Mgmt Supervisor from BU 3807; 1 FTE reclassified from Facilities Maint.. Worker III from BU 3807.
2677 FACILITIES TOTAL		0.00	16.20	16.20	
PUBLIC WORKS DEPARTMENT		50.25	108.45	58.20	
3005 RECREATION MANAGEMENT & GENERAL SUPPORT					
1006	Director, Recreation & Comm. Services	1.00	1.00	0.00	
1205	Exec Secretary (to Dept. Head)	1.00	1.00	0.00	
3005 RECREATION MGMT & GENERAL SUPPORT		2.00	2.00	0.00	
3010 RECREATION BUSINESS & FISCAL MANAGEMENT					
1167	Data Control Clerk	1.00	1.00	0.00	
1431	Recreation Support Specialist	1.00	1.00	0.00	
1429	Business Office Coordinator	1.00	1.00	0.00	
3010 RECREATION BUSINESS & FISCAL MANAGEMENT		3.00	3.00	0.00	
3020 RECREATION GENERAL SUPPORT					
1515	Asst. Director of Recr. & Comm. Services	1.00	1.00	0.00	
3020 RECREATION GENERAL SUPPORT TOTAL		1.00	1.00	0.00	
3030 CROWN COMMUNITY CENTER					
1129	Building Supervisor	1.00	1.00	0.00	
1165	Custodian II	1.00	1.00	0.00	
1201	Fac Maint. Worker/Cust II	1.00	1.00	0.00	
1294	Recreation Program Manager	1.00	1.00	0.00	
1353	After School Supervisor	0.50	0.50	0.00	
1379	Part-time Preschool Instructor	2.10	1.46	-0.64	.64 FTE converted to Full-time Preschool Instructor.
1385	Recreation Aide	0.50	0.00	-0.50	.5 FTE converted to Full-time Preschool Instructor.
1403	PT Custodian	1.60	1.60	0.00	
	Full-time Preschool Instructor	0.00	1.00	1.00	Full-time Preschool Instructor converted from .5 FTE Part-time Preschool Instructor and .5 Recreation Aide
3030 CROWN COMMUNITY CENTER TOTAL		8.70	8.56	-0.14	
3035 CHANDLER COMMUNITY CENTER					
1149	Clerk III	0.75	0.75	0.00	
1293	Recreation Center Manager	1.00	1.00	0.00	
1294	Recreation Program Manager	2.00	2.00	0.00	
1381	Program Supervisor	0.80	0.80	0.00	
1403	PT Custodian	1.28	1.28	0.00	
3035 CHANDLER COMMUNITY CENTER TOTAL		5.83	5.83	0.00	

	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
3040 FLEETWOOD JOURDAIN COMMUNITY CENTER						
	1148	Clerk II	1.50	1.50	0.00	
	1165	Custodian II	1.00	1.00	0.00	
	1293	Recreation Center Manager	1.00	1.00	0.00	
	1294	Recreation Program Manager	1.00	1.00	0.00	
	1344	Weekend/Evening Coordinator	1.00	1.00	0.00	
	1381	Program Supervisor	0.75	0.75	0.00	
	1403	PT Custodian	0.50	0.50	0.00	
3040 FLEETWOOD JOURDAIN COMM. CENTER TOTAL			6.75	6.75	0.00	
3045 FLEETWOOD JOURDAIN THEATER						
	1294	Recreation Program Manager	1.00	1.00	0.00	
3045 FLEETWOOD JOURDAIN THEATER TOTAL			1.00	1.00	0.00	
3055 LEVY CENTER SENIOR SERVICES						
	1163	Custodian I	1.00	1.00	0.00	
	1293	Recreation Center Manager	1.00	1.00	0.00	
	1294	Recreation Program Manager	2.00	2.00	0.00	
	1300	Secretary II	1.00	1.00	0.00	
	1376	PT Office Assistant	0.75	0.75	0.00	
	1381	Program Supervisor	0.82	0.82	0.00	
	1397	Facilities Supervisor	1.60	1.81	0.21	
	1402	PT Bus Driver	0.93	0.93	0.00	
	1403	PT Custodian	1.91	1.70	-0.21	
	1461	Senior Citizen Ombudsman	1.00	1.00	0.00	
3055 LEVY CENTER SENIOR SERVICES TOTAL			12.01	12.01	0.00	
3080 BEACHES						
	1294	Recreation Program Manager	0.75	0.75	0.00	
	1311	Lakefront Sports Coordinator	0.50	0.50	0.00	
3080 BEACHES TOTAL			1.25	1.25	0.00	
3085 RECREATION FACILITY MAINTENANCE						
	1250	Parks/Forestry Crew Leader	1.00	0.00	-1.00	Position transferred to BU 2655.
	1264	Parks/Forestry Worker II	3.00	0.00	-3.00	Positions transferred to BU 2675.
	1320	Supervisor, Sports/Rec Maint	1.00	0.00	-1.00	Position transferred to BU 2650.
3085 RECREATION FACILITY MAINTENANCE TOTAL			5.00	0.00	-5.00	
3095 CROWN ICE RINK						
	1148	Clerk II	0.70	0.70	0.00	
	1245	Office Coordinator	1.00	1.00	0.00	
	1248	Operations Manager	1.00	1.00	0.00	
	1294	Recreation Program Manager	1.00	1.00	0.00	
	1297	Robert Crown Manager	1.00	1.00	0.00	
	1376	Office Assistant	0.91	0.91	0.00	
	1397	Facilities Supervisor	0.89	0.89	0.00	
	1403	PT Custodian	0.50	0.50	0.00	
3095 CROWN ICE RINK TOTAL			7.00	7.00	0.00	
3100 SPORTS LEAGUES						
	1311	Lakefront Sports Coordinator	0.05	0.05	0.00	
	1381	Program Supervisor	0.50	0.50	0.00	
3100 SPORTS LEAGUES TOTAL			0.55	0.55	0.00	
3110 TENNIS						
	1397	Facilities Supervisor	0.40	0.40	0.00	
3110 TENNIS TOTAL			0.40	0.40	0.00	

	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
3130 SPECIAL RECREATION						
	1294	Recreation Program Manager	1.00	1.00	0.00	
	1311	Lakefront Sports Coordinator	0.25	0.25	0.00	
	1381	Program Supervisor	0.46	0.46	0.00	
	1505	Sr. Program Coordinator	1.00	1.00	0.00	
3130 SPECIAL RECREATION TOTAL			2.71	2.71	0.00	
3140 BUS PROGRAM						
	1402	PT Bus Drivers	1.15	1.15	0.00	
3140 BUS PROGRAM TOTAL			1.15	1.15	0.00	
3150 PARK SERVICE UNIT						
	1294	Recreation Program Manager	0.25	0.25	0.00	
	1311	Lakefront Sports Coordinator	0.20	0.20	0.00	
	1404	PT Park Ranger	1.00	1.00	0.00	
3150 PARK SERVICE UNIT TOTAL			1.45	1.45	0.00	
3215 YOUTH ENGAGEMENT						
	1508	Youth-Young Adult Ast. Prog. Mgr.	1.00	1.00	0.00	
	1512	Youth-Young Adult Program Manager	1.00	1.00	0.00	
	-----	Youth -Young Adult Outreach Worker	2.00	3.00	1.00	Two part-time grant-funded positions added.
3215 YOUTH ENGAGEMENT TOTAL			4.00	5.00	1.00	
3505 PARKS & FORESTRY GENERAL SUPPORT						
	1316	Superintendent, Parks/For/FM	1.00	0.00	-1.00	Position transferred to BU 2650.
	1467	Assistant Super of P/F Fac. Mgmt	1.00	0.00	-1.00	Position transferred to BU 2620 and reclassified to Senior Project Manager.
3505 PARKS & FORESTRY GENERAL SUPPORT TOTAL			2.00	0.00	-2.00	
3510 HORTICULTURAL MAINTENANCE						
	1195	Equipment Operator II	3.00	0.00	-3.00	Positions transferred to BU 2655.
	1210	General Tradesman	1.00	0.00	-1.00	Position transferred to BU 2655.
	1250	Parks/Forestry Crew Leader	3.00	0.00	-3.00	Positions transferred to BU 2655.
	1264	Parks/Forestry Worker II	1.00	0.00	-1.00	Position transferred to BU 2655.
	1265	Parks/Forestry Worker III	5.00	0.00	-5.00	Positions transferred to BU 2655.
3510 HORTICULTURAL MAINTENANCE TOTAL			13.00	0.00	-13.00	
3515 PARKWAY TREE MAINTENANCE						
	1113	Arborist	0.50	0.00	-0.50	.5 FTE transferred to BU 2650.
	1250	Parks/Forestry Crew Leader	1.00	0.00	-1.00	Position transferred to BU 2655.
	1265	Parks/Forestry Worker III	7.00	0.00	-7.00	Positions transferred to BU 2655.
3515 PARKWAY TREE MAINTENANCE TOTAL			8.50	0.00	-8.50	
3520 DUTCH ELM DISEASE CONTROL						
	1113	Arborist	0.25	0.00	-0.25	.25 FTE transferred to BU 2650.
	1250	Parks/Forestry Crew Leader	1.00	0.00	-1.00	Position transferred to BU 2655.
	1265	Parks/Forestry Worker III	6.00	0.00	-6.00	Positions transferred to BU 2655.
3520 DUTCH ELM DISEASE CONTROL TOTAL			7.25	0.00	-7.25	
3525 TREE PLANTING						
	1113	Arborist	0.25	0.00	-0.25	.25 FTE transferred to BU 2650.
	1250	Parks/Forestry Crew Leader	1.00	0.00	-1.00	Position transferred to BU 2655.
	1265	Parks/Forestry Worker III	1.00	0.00	-1.00	Position transferred to BU 2655.
3525 TREE PLANTING TOTAL			2.25	0.00	-2.25	

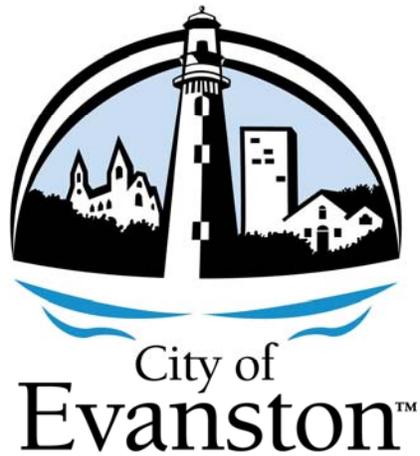
	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
3605 ECOLOGY CENTER						
	1149	Clerk III	1.00	1.00	0.00	
	1294	Recreation Program Manager	2.00	2.00	0.00	
	1366	Garden Coordinator	0.20	0.20	0.00	
	1397	Facilities Supervisor	0.32	0.32	0.00	
	1403	PT Custodian	0.25	0.25	0.00	
3605 ECOLOGY CENTER TOTAL			3.77	3.77	0.00	
3710 NOYES CULTURAL ARTS CENTER						
	1201	Facilities Maint. Worker II	1.00	1.00	0.00	
	1397	Facilities Supervisor	0.35	0.35	0.00	
	1403	PT Custodian	1.96	1.96	0.00	
3710 NOYES CULTURAL ARTS CENTER TOTAL			3.31	3.31	0.00	
3720 CULTURAL ARTS PROGRAMS						
	1114	Director, Arts Council	1.00	1.00	0.00	
	1300	Secretary II	1.00	1.00	0.00	
	1305	Senior Program Coordinator	1.00	1.00	0.00	
3720 CULTURAL ARTS PROGRAMS TOTAL			3.00	3.00	0.00	
3805 FACILITIES ADMINISTRATION						
	1199	Executive Secretary (Non-DH)	1.00	0.00	-1.00	Position reclassified to Special Project Assistant; .5 FTE transferred to BU 2620; .5 FTE transferred to BU 2650.
	1468	Architect / Project Manager	1.00	0.00	-1.00	Position transferred to BU 2625.
3805 FACILITIES ADMINISTRATION TOTAL			2.00	0.00	-2.00	
3806 CIVIC CENTER SERVICES						
	1163	Custodian I	1.00	0.00	-1.00	Position transferred to BU 2677.
	1164	Fac Maint Worker/Custodian I	1.00	0.00	-1.00	Position transferred to BU 2677.
	1403	PT Custodian	0.20	0.00	-0.20	Position transferred to BU 2677.
3806 CIVIC CENTER SERVICES TOTAL			2.20	0.00	-2.20	
3807 CONSTRUCTION & REPAIR						
	1200	Facilities Mgmt Supervisor	2.00	0.00	-2.00	1 FTE transferred to BU 2665; 1 FTE reclassified to Public Works Coordinator in BU 2677.
	1203	Facilities Maint. Worker III	13.00	0.00	-13.00	Position transferred to BU 2677.
	1351	ADA/CIP Project Manager	1.00	0.00	-1.00	Position transferred to BU 2625.
3807 CONSTRUCTION & REPAIR TOTAL			16.00	0.00	-16.00	
PARKS, RECREATION, & COMM. SERV. DEPT.			127.08	69.74	-57.34	
General Fund			621.68	629.24	7.56	
4805 YOUTH SERVICES						
	1226	Librarian I	3.50	4.68	1.18	Positions added.
	1228	Librarian III	1.00	1.00	0.00	
		Supervising Librarian	0.00	1.00	1.00	Position added.
	1231	Library Assistant	5.00	3.45	-1.55	Positions reduced.
	1388	Shelver	1.74	1.75	0.01	
4805 YOUTH SERVICES TOTAL			11.24	11.88	0.64	
4806 ADULT SERVICES						
	1226	Librarian I	5.84	6.37	0.53	Position added.
		Supervising Librarian	0.00	1.00	1.00	Position added.
	1231	Library Assistant	3.54	2.68	-0.86	Positions reduced.
	1372	Library Clerk	2.48	2.48	0.00	
	1448	Administrative Librarian	1.00	1.00	0.00	
	1451	Virtual Services Librarian	1.00	1.00	0.00	
4806 ADULT SERVICES TOTAL			13.86	14.53	0.67	

Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
4820 CIRCULATION					
1141	Circulation Supervisor	1.00	1.00	0.00	
1149	Clerk III	1.00	1.00	0.00	
1230	Library Aide II	1.00	1.53	0.53	Position added.
1372	Library Clerk	6.26	5.73	-0.53	Positions reduced.
1387	Security Monitor	1.18	0.00	-1.18	1.18 FTEs transferred to BU 4840.
1388	Shelver	4.00	4.05	0.05	Position added.
4820 CIRCULATION TOTAL		14.44	13.31	-1.13	
4825 NEIGHBORHOOD SERVICES					
1227	Librarian II	1.00	1.00	0.00	
1231	Library Assistant	0.46	0.24	-0.22	Positions reduced.
1355	Branch Assistant	0.85	3.19	2.34	Position added.
1372	Library Clerk	0.33	1.06	0.73	Position added.
4825 NEIGHBORHOOD SERVICES TOTAL		2.64	5.49	2.85	
4835 TECHNICAL SERVICES					
1226	Librarian I	0.53	0.67	0.14	Position added.
1228	Librarian III	1.00	1.00	0.00	
1231	Library Assistant	2.00	2.00	0.00	
1372	Library Clerk	2.08	2.08	0.00	
4835 TECHNICAL SERVICES TOTAL		5.61	5.75	0.14	
4840 MAINTENANCE					
1165	Custodian II	3.00	2.00	-1.00	1 FTE reclassified to Facilities Management Supervisor.
	Custodian I	0.00	0.63	0.63	Position added.
1387	Security Monitor	0.00	1.68	1.68	1.18 FTEs transferred from BU 4820 and .5 FTE added.
1200	Facilities Management Supervisor	0.00	1.00	1.00	1 FTE reclassified from Custodian II.
4840 MAINTENANCE TOTAL		3.00	5.31	2.31	
4845 ADMINISTRATION					
1130	Bookkeeper	0.53	0.80	0.27	FTE increased.
1149	Clerk III	1.00	1.00	0.00	
1232	Director, Library	1.00	1.00	0.00	
1450	Administrative Services Manager	1.00	1.00	0.00	
1452	Administrative Assistant	1.06	1.06	0.00	
	Development Manager	0.00	1.00	1.00	
	Community Engagement Librarian	1.00	1.00	0.00	
4845 ADMINISTRATION TOTAL		5.59	6.86	1.27	
LIBRARY FUND		56.38	63.13	6.75	
5005 NSPS					
1241	Neighborhood Planner	0.25	0.00	-0.25	.25 FTE transferred to BU 2105.
1462	NSP 2 Housing Specialist	1.00	0.00	-1.00	Position reclassified to Grant and Compliance Specialist and .75 FTE transferred to BU 5220.
1488	Housing and Grant Administrator	0.50	0.25	-0.25	.25 FTE transferred to BU 5220.
1500	Financial Analyst	0.25	0.15	-0.10	.10 FTE transferred to BU 5220
1510	Admin & Compliance Specialist	0.66	0.66	0.00	
	Grant and Compliance Specialist	0.00	0.25	0.25	Position reclassified from NSP2 Housing Specialist and .75 FTE transferred to BU 5220.
5005 NSPS TOTAL		2.66	1.31	-1.35	
NSPS FUND		2.66	1.31	-1.35	

	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
5150 EMERGENCY TELEPHONE SYSTEM						
	1105	Asst Communications Coord	2.00	2.00	0.00	
	1156	Communications Coordinator	1.00	1.00	0.00	
	1327	Telecommunicator	2.00	2.00	0.00	
5150 EMERGENCY TELEPHONE SYSTEM TOTAL			5.00	5.00	0.00	
EMERGENCY TELEPHONE SYSTEM FUND			5.00	5.00	0.00	
5220 CDBG ADMINISTRATION						
	1215	Housing Planner	0.00	0.75	0.75	.75 FTE transferred from BU 2105.
	1241	Neighborhood Planner	0.75	0.00	-0.75	.75 FTE transferred to BU 2105.
	1488	Housing and Grant Administrator	0.50	0.75	0.25	.25 FTE transferred from BU 5005.
	1500	Financial Analyst	0.25	0.35	0.10	.10 FTE transferred from BU 5005.
		Grant and Compliance Specialist	0.00	0.75	0.75	Position reclassified from NSP2 Housing Specialist and .75 FTE transferred from BU 5005.
5220 CDBG ADMINISTRATION TOTAL			1.50	2.60	1.10	
CDBG ADMINISTRATION FUND			1.50	2.60	1.10	
5300 ECONOMIC DEVELOPMENT FUND						
	1004	Director, Community Development	0.25	0.25	0.00	
		Senior Econ. Devlpmt. Planner	0.00	1.00	1.00	Position reclassified from Economic Development Planner.
	1185	Economic Development Planner	2.00	1.00	-1.00	1 Position reclassified to Senior Economic Development Planner.
	1449	Economic Development Division Mgr.	1.00	1.00	0.00	
	1465	Intergovernmental Affairs Coordinator	1.00	1.00	0.00	
	1484	ICMA Fellow	0.00	1.00	1.00	Position reclassified from Economic Development Specialist.
	1502	Economic Development Specialist	2.00	1.00	-1.00	1 position reclassified to ICMA Fellow.
5300 ECONOMIC DEVELOPMENT FUND TOTAL			6.25	6.25	0.00	
ECON. DEVELOPMENT FUND			6.25	6.25	0.00	
5430 HOME FUND						
	1215	Housing Planner	0.00	0.25	0.25	.25 FTE transferred from BU 2105.
5430 HOME FUND TOTAL			0.00	0.25	0.25	
HOME FUND			0.00	0.25	0.25	
7005 PARKING SYSTEM MANAGEMENT						
	1247	Finance Operations Coordinator	1.00	1.00	0.00	
	1329	Traffic Engineering Technician	0.50	0.50	0.00	
	1439	Parking Facilities Supervisor	1.00	1.00	0.00	
	1482	Customer Service Representatives	3.00	3.00	0.00	
	1511	Parking Manager	1.00	1.00	0.00	
7005 PARKING SYSTEM MANAGEMENT TOTAL			6.50	6.50	0.00	
7015 PARKING LOTS & METERS						
	1254	Parking Repair Worker	3.00	3.00	0.00	
	1288	Public Works Maint Wrkr II	4.00	4.00	0.00	
	1476	Public Works Operations Coordinator	1.00	1.00	0.00	
7015 PARKING LOTS & METERS TOTAL			8.00	8.00	0.00	
7037 MAPLE AVENUE GARAGE						
	1288	Public Works Maint Wrkr II	1.00	1.00	0.00	
7037 MAPLE AVENUE GARAGE TOTAL			1.00	1.00	0.00	
PARKING SYSTEM FUND			15.50	15.50	0.00	

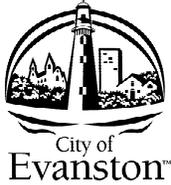
	Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
7100 WATER GENERAL SUPPORT						
	1126	Superintendent, Water Production	1.00	1.00	0.00	
	1199	Exec Secretary (non-Dept Head)	1.00	1.00	0.00	
	1237	Management Analyst	1.00	1.00	0.00	
	1421	Superintendent, Const & Fld Svcs	1.00	1.00	0.00	
	1460	Director, Utilities	1.00	1.00	0.00	
7100 WATER GENERAL SUPPORT TOTAL			5.00	5.00	0.00	
7105 PUMPING						
	1183	Division Chief, Pumping	1.00	1.00	0.00	
	1238	Water/Sewer Mechanic	3.00	3.00	0.00	
	1337	Water Maintenance Supervisor	1.00	1.00	0.00	
	1339	Water Worker II	1.00	1.00	0.00	
	1340	Water Plant Operator	5.00	5.00	0.00	
7105 PUMPING TOTAL			11.00	11.00	0.00	
7110 FILTRATION						
	1138	Chemist	1.00	1.00	0.00	
	1182	Division Chief, Filtration	1.00	1.00	0.00	
	1238	Water/Sewer Mechanic	3.00	3.00	0.00	
	1240	Microbiologist	1.00	1.00	0.00	
	1337	Water Maintenance Supervisor	1.00	1.00	0.00	
	1338	Water Worker I	1.00	1.00	0.00	
	1339	Water Worker II	1.00	1.00	0.00	
	1340	Water Plant Operator	5.00	5.00	0.00	
7110 FILTRATION TOTAL			14.00	14.00	0.00	
7115 DISTRIBUTION						
	1146	Civil Engineer III	1.00	1.00	0.00	
	1181	Division Chief, Distribution	0.50	0.50	0.00	
	1211	GIS Analyst	0.50	0.00	-0.50	.5 FTE transferred to BU 1932.
	1271	Plumbing Inspector	0.50	0.50	0.00	
	1338	Water Worker I	2.00	2.00	0.00	
	1390	Water/Sewer Crew Leader	3.00	3.00	0.00	
	1393	Water Distribution Supervisor	1.00	1.00	0.00	
	1504	Water Worker III	2.00	2.00	0.00	
7115 DISTRIBUTION TOTAL			10.50	10.00	-0.50	
7120 WATER METER MAINTENANCE						
	1164	Fac Maint Worker/Custodian I	1.00	1.00	0.00	
		Part-time Clerk	0.00	0.50	0.50	Position added.
	1239	Meter Service Coordinator	1.00	1.00	0.00	
7120 WATER METER MAINTENANCE TOTAL			2.00	2.50	0.50	
WATER FUND			42.50	42.50	0.00	
7400 SEWER MAINTENANCE						
	1181	Division Chief, Distribution	0.50	0.50	0.00	
	1189	Engineering Associate II	2.00	0.00	-2.00	Positions reclassified to Special Project Assistants.
		Engineering / GIS Technicians	0.00	2.00	2.00	Positions reclassified from Engineering Associate II's.
	1271	Plumbing Inspector	0.50	0.50	0.00	
	1338	Water Worker I	2.00	2.00	0.00	
	1339	Water Worker II	1.00	1.00	0.00	
	1390	Water/Sewer Crew Leader	4.00	4.00	0.00	
	1392	Sewer Supervisor	1.00	1.00	0.00	
	1504	Water Worker III	2.00	2.00	0.00	
7400 SEWER MAINTENANCE TOTAL			13.00	13.00	0.00	
SEWER MAINTENANCE FUND			13.00	13.00	0.00	

Position ID	Position Description	2013 Adopted Budget FTE	2014 Adopted Budget FTE	Difference	Comments
7685 REFUSE COLLECTION & DISPOSAL					
1195	Equipment Operator II	0.00	1.00	1.00	Position transferred from BU 7690.
7685 REFUSE COLLECTION & DISPOSAL TOTAL		0.00	1.00	1.00	
7690 RESIDENTIAL RECYCLING COLLECTION					
1195	Equipment Operator II	9.00	8.00	-1.00	Position transferred to BU 7690.
7690 RESIDENTIAL RECYCLING COLLECTION TOTAL		9.00	8.00	-1.00	
SOLID WASTE FUND		9.00	9.00	0.00	
7705 GENERAL SUPPORT					
1110	Fleet Services Manager	1.00	1.00	0.00	
1128	Auto Shop Supervisor	1.00	1.00	0.00	
7705 GENERAL SUPPORT TOTAL		2.00	2.00	0.00	
7710 MAJOR MAINTENANCE					
1193	Equipment Mechanic III	8.00	8.00	0.00	
1233	Lead Mechanic	1.00	1.00	0.00	
1498	Fleet Operations Coordinator	1.00	1.00	0.00	
7710 MAJOR MAINTENANCE TOTAL		10.00	10.00	0.00	
FLEET SERVICES FUND		12.00	12.00	0.00	
7800 RISK MANAGEMENT					
1205	Exec Secretary (to Dept. Head)	1.00	1.00	0.00	
1456	Assistant City Attorney I	1.00	1.00	0.00	
1473	Workers Comp and Safety Manager	1.00	1.00	0.00	
	Safety Specialist	0.00	1.00	1.00	Position added.
7800 RISK MANAGEMENT TOTAL		3.00	4.00	1.00	
7801 EMPLOYEE BENEFITS					
1472	Insurance Administrator	1.00	1.00	0.00	
7801 EMPLOYEE BENEFITS TOTAL		1.00	1.00	0.00	
INSURANCE FUND		4.00	5.00	1.00	
All Funds		789.47	804.78	15.31	



PART VI

CAPITAL IMPROVEMENT PLAN



Capital Improvement Plan

Overview

The Capital Improvement Plan (CIP) is a process by which the City designs a multi-year plan for major capital expenditures. It represents the City's plan for physical development and is reviewed and updated each year to reflect changing priorities. It provides an ongoing framework for identifying capital requirements, scheduling projects over a period of years, coordinating related projects, and identifying future fiscal impacts. Generally, the CIP includes improvements that are relatively expensive, have a multi-year useful life, and, similar to capital outlay items, result in fixed assets. These include the construction of new buildings, additions to or renovations of existing buildings, construction of streets, sewer improvements, land purchases, and major software or equipment purchases. Due to the nature and total costs of the identified projects, bond proceeds are one of the major sources of revenue. The CIP is a dynamic process, with anticipated projects being changed, added, and deleted from the plan as the five-year timeline evolves.

During the past several years, staff has undertaken a variety of comprehensive assessments of many of the City's capital assets to provide a more complete understanding of the City's future needs. A sample of these include: the Comprehensive Pavement Study; Parks, Forestry, and Recreation Strategic Plan; the analysis of the Civic Center; the Crown Center Study, the Ten-Year Sewer Improvement Program; Street Lighting; Chicago Avenue Corridor; Downtown Streetscape Audit; the assessments of Fire and Police Stations; the current development of the IT Strategic Plan, as well as development of the City's Strategic Plan. These studies serve as the foundation for the staff recommendations set forth in the attached Capital Improvement Plan. As the City moves forward, it must continually assess the ongoing infrastructure needs of the community.

Formal City Council adoption of the Capital Improvement Program indicates the City's commitment to the plan, but does not in itself authorize expenditures. The necessary funding mechanisms must be adopted each year to pay for the improvements – year one is the approved Capital Budget for which Council approval authorizes expenditures, with years two through five reflecting the City's plan for improvements.

Summary of FY 2014 - 2017 Capital Improvement Plan

It is important to distinguish between the City's Capital Improvement Plan (CIP) and Capital Improvement Fund (CIF). The CIP report in this section includes all citywide capital projects, regardless of the fund and/or funding source. This contrasts with the City's CIF, which includes only those capital projects that are not paid through one of the City's internal service, special revenue, or enterprise funds. Typically, capital purchases used to benefit the City as a whole are budgeted and paid from the CIF, while capital purchases specific to one area, function, or fund are typically paid from that specific source or fund.

An example of the above would be an addition or capital improvement to the City's water filtration plant. While this project would be included in the City's CIP report, the expense would be budgeted in the City's Water Utility Fund. There are a couple of exceptions to this rule. Capital projects funded via the City's Motor Fuel Tax (MFT) Fund may benefit the City as a whole, but for legal purposes such capital projects must be budgeted and paid out of the City's MFT Fund. Another example would be capital purchases related to the City's fleet. Since the City maintains a separate internal service Fleet Fund for tracking purposes, CIP projects pertaining to fleet vehicles and equipment purchases are budgeted and paid from the Fleet Fund rather than the CIF.



Capital Improvement Fund Policy

Section I: Objectives and Priorities

The overall goal for Evanston's capital improvement effort is:

A comprehensive capital improvement program that is used by decision-makers to guide capital investments, make the best use of limited resources and provide community facilities that function well and contribute to the attractiveness, public health, and safety of the City.

To accomplish this goal, a broad set of objectives and policies have been developed to guide preparation and monitoring of the capital improvement program. These broad objectives, priorities, and policies adopted by the City Council guide staff each year as a capital program is developed and presented to the City Council for review and consideration.

Objectives

- Undertake a comprehensive assessment of all capital needs and develop a strategic plan to meet the City's capital needs, so that projects and funding are rationally sequenced, coordinated, and kept on the public agenda.
- Undertake capital improvements that are needed to maintain existing public facilities, increase operating efficiency, and reduce operating costs.
- Undertake capital investments that encourage and support economic development or directly produce income.
- Undertake capital improvements that are of the highest quality that the City can afford which enhance Evanston's physical appearance, public image, quality of life, and promote public health and safety.
- Limit the extent to which local property taxes are required to finance capital improvements.
- Plan all capital projects to meet ADA requirements.

Priorities

- Project major capital improvement replacement needs to cover a 20- to 30- year period so that a long-range capital maintenance plan can be developed.
- Set priorities for capital improvements and match projects with appropriate funding sources.
- Monitor implementation of the Capital Improvement Plan through periodic capital improvement staff meetings and reports to the Administration and Public Works Committee.
- Undertake an annual review of capital improvement funding sources and an assessment of capital improvement projects proposed for the following years.



Capital Improvement Fund Policy

- Commit funds annually for improvements so that incremental progress can be made toward long-range goals.
- Coordinate planned capital improvement projects where opportunities exist to do so.
- Leverage local capital improvement funds to the extent possible.
- Give priority to projects that further the objectives of the Comprehensive General Plan.

More specific policies have also been written to guide the scheduling and prioritization of projects within each of the major project classifications.

Economic Development

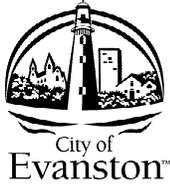
- Make capital investments needed to realize the full potential of the Downtown Redevelopment.
- Coordinate improvements made in retail and commercial areas.
- Develop and implement programs to upgrade and maintain streetscapes in each neighborhood business district within the City.
- Develop and implement plans for capital needs of neighborhood economic development.

Environment

- Maintain water system improvements needed to ensure a safe and adequate water supply.
- Develop and implement programs to eliminate environmental hazards where they exist in City facilities and on public grounds.
- Participate in development of area-wide solutions to the problem of solid waste disposal and promote local recycling and waste reduction efforts to minimize solid waste disposal requirements and conserve resources.
- Complete the long-range comprehensive sewer plan.

Parks and Recreation

- Rehabilitate parks through periodic replacement of pavement, athletic fields and courts, equipment, site furnishings, infrastructure, and landscaping.
- Undertake improvements to enhance and protect the lakefront park system.
- Maintain Evanston's community recreational facilities to the high standard expected.
- Bring play equipment into compliance with CPSC / ASTM safety guidelines and ADA requirements.



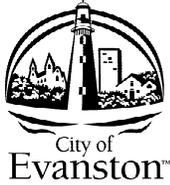
Capital Improvement Fund Policy

Public Buildings

- Consider life cycle costs (long-term costs of maintenance, operation, utilities and financing) in making decisions concerning construction, purchasing, disposal, or rehabilitation of public facilities.
- Continue to undertake preventive maintenance, energy conservation, and rehabilitation programs for public buildings.
- Undertake projects needed to improve the security of public buildings and facilities.
- Complete the fire station construction and improvement plan.
- Complete the rehabilitation of the Police/Fire Headquarters.
- Undertake projects and improvement to municipal facilities to meet the standards of the Federal Americans with Disabilities Act (ADA).
- Develop and implement a plan for the municipal offices.
- Implement policy advocating art within city building projects, in compliance with Title 7, Chapter 16 of the City Code.

Transportation

- Improve the condition, efficiency, and safety of Evanston's circulation system.
- Undertake improvements needed to keep municipal parking facilities well maintained, safe and attractive.
- Plan and implement expanded public parking inventory.
- Continue the City's programs for maintaining curbs, gutters, and sidewalks.
- Evaluate all sidewalks and develop an improvement schedule.
- Enhance livability of neighborhoods by implementing various traffic controls.
- Improve Evanston's remaining unpaved streets and alleys.
- Implement a Citywide bike plan and encourage inter-modal transportation.
- Ensure adequate street lighting to balance crime prevention, safety, and residential atmosphere.
- Develop plans and programs to improve the appearance and maintenance of rail embankments, viaducts, and rail stations.



Capital Improvement Fund Policy

Section II: Fiscal Management

Capital Expenditure Policies

- Drawn from the long-range capital needs list, a five-year capital improvement program will be developed and updated annually, including anticipated funding sources.
- The City will maintain all its physical assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
- The City will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
- If a new project (non-emergency) is identified during the fiscal year, staff shall prepare a report to the City Council describing the project, and if necessary, recommend a decrease in another approved project so as not to alter the overall funding for the capital budget.

Capital Financing Policies

- Long-term borrowing will not be used to finance current operations or normal maintenance.
- Capital projects financed through the issuance of bonds will be financed for a period not to exceed the expected useful life of the project.
- The City will establish an appropriate mix of bonded debt and pay-as-you-go financing in the funding of capital projects. The City will strive to find more streams of revenue to support pay-as-you-go financing of its future capital improvements.
- Dedicated revenue stream options include, but are not limited to, excess funds, additional taxes (i.e. motor fuel tax for street improvements) and use of tax increment financing revenues as they become available.
- Outstanding tax-supported debt shall not exceed \$90 million.

Capital Project Planning and Cost Containment

- City staff will meet monthly to review the progress on all outstanding projects. Semi-annual reports will be presented to the Administration & Public Works Committee.
- Identification of funding opportunities should be included within the project development phase.
- Recognize that most projects will take at least two years to plan and implement.
- Where appropriate, separate project planning and execution costs, acknowledging that approving a study does not guarantee the implementation of the project.



Capital Improvement Fund Policy

- For any enterprise fund or storm water management fund that is supporting debt, an annual rate study will be performed to ensure that the fees or rates are sufficient to meet the debt service requirements.
- A five-year projection of revenues and expenditures for the general, special revenue, and enterprise funds should be prepared to provide strategic perspective to each annual budget process.

Emergency Fund Reserves

- An emergency account within the capital improvement fund shall be established to fund emergency capital needs.
- The emergency account shall be initially funded through a one-time revenue source and replenished with a percentage of project surpluses at the end of the fiscal year.

Grants

- City staff should seek grants for projects which are in the current fiscal year, the five-year plan, or fund a recognized City need.
- For projects not currently funded or in the five year plan, the Council must approve the reduction or elimination of a previously planned project.
- If a grant is received, the original funds can be used in any of the following ways:
 - Reallocated to a new project within the five-year plan within the same area
 - Reallocated to a priority list of projects approved by the City Council during consideration of the capital plan
 - Used to expand the scope of the existing project for which the grant is received
 - Placed in the contingency fund for future matches or cost overruns
 - Placed in an emergency fund for unanticipated projects

Community Development Block Grant (CDBG) Funds

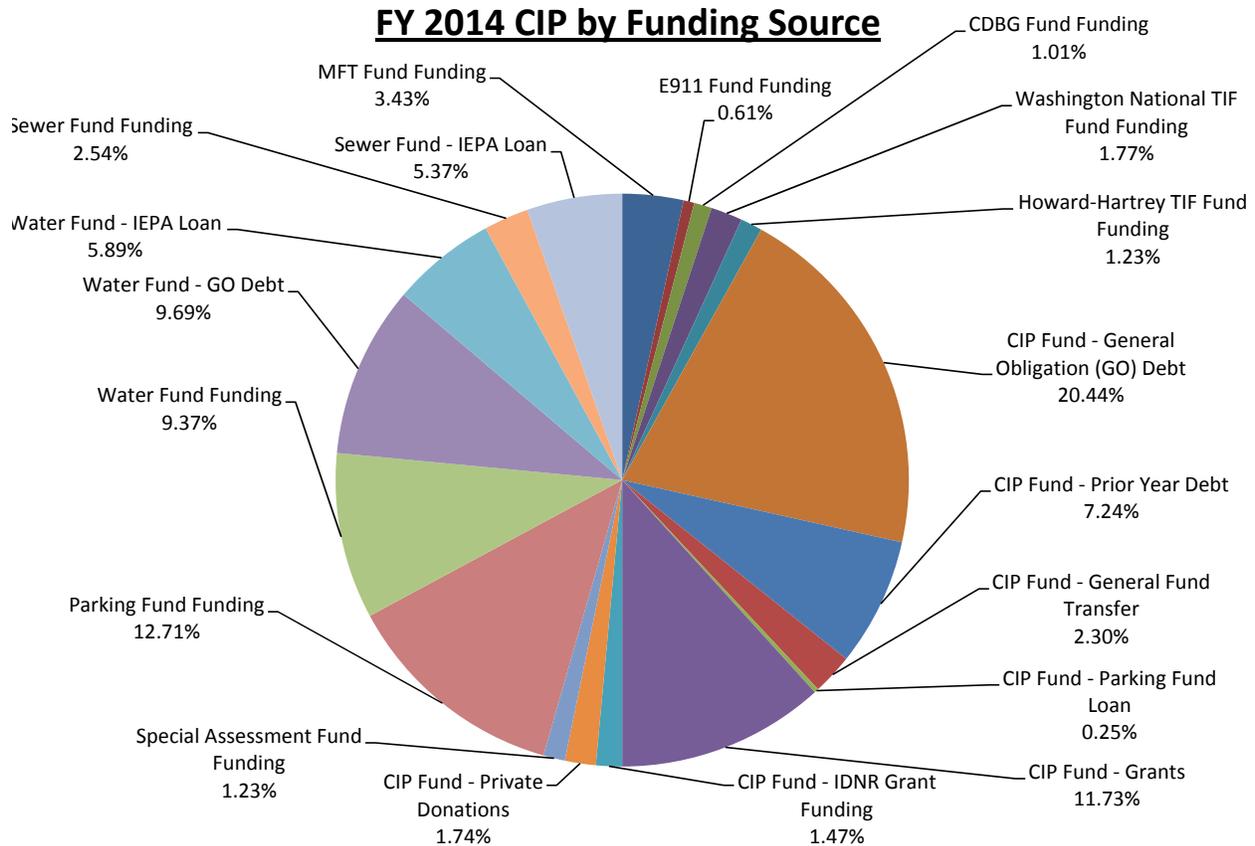
- A comprehensive program for all capital projects in the CDBG target area will be presented to the CDBG Committee.

**City of Evanston
Capital Improvement Plan Summary by Funding Source
Fiscal Year 2014**

<u>Funding Source</u>	<u>Amount</u>
MFT Fund Funding	1,400,000
E911 Fund Funding	250,000
CDBG Fund Funding	410,800
Washington National TIF Fund Funding	722,486
Howard-Hartrey TIF Fund Funding	500,000
CIP Fund - General Obligation (GO) Debt	8,331,458
CIP Fund - Prior Year Debt	2,951,420
CIP Fund - General Fund Transfer	936,500
CIP Fund - Parking Fund Loan	100,000
CIP Fund - Grants	4,782,638
CIP Fund - IDNR Grant Funding	600,000
CIP Fund - Private Donations	708,000
Special Assessment Fund Funding	500,000
Parking Fund Funding	5,180,000
Water Fund Funding	3,820,000
Water Fund - GO Debt	3,950,000
Water Fund - IEPA Loan	2,400,000
Sewer Fund Funding	1,035,000
Sewer Fund - IEPA Loan	2,190,000

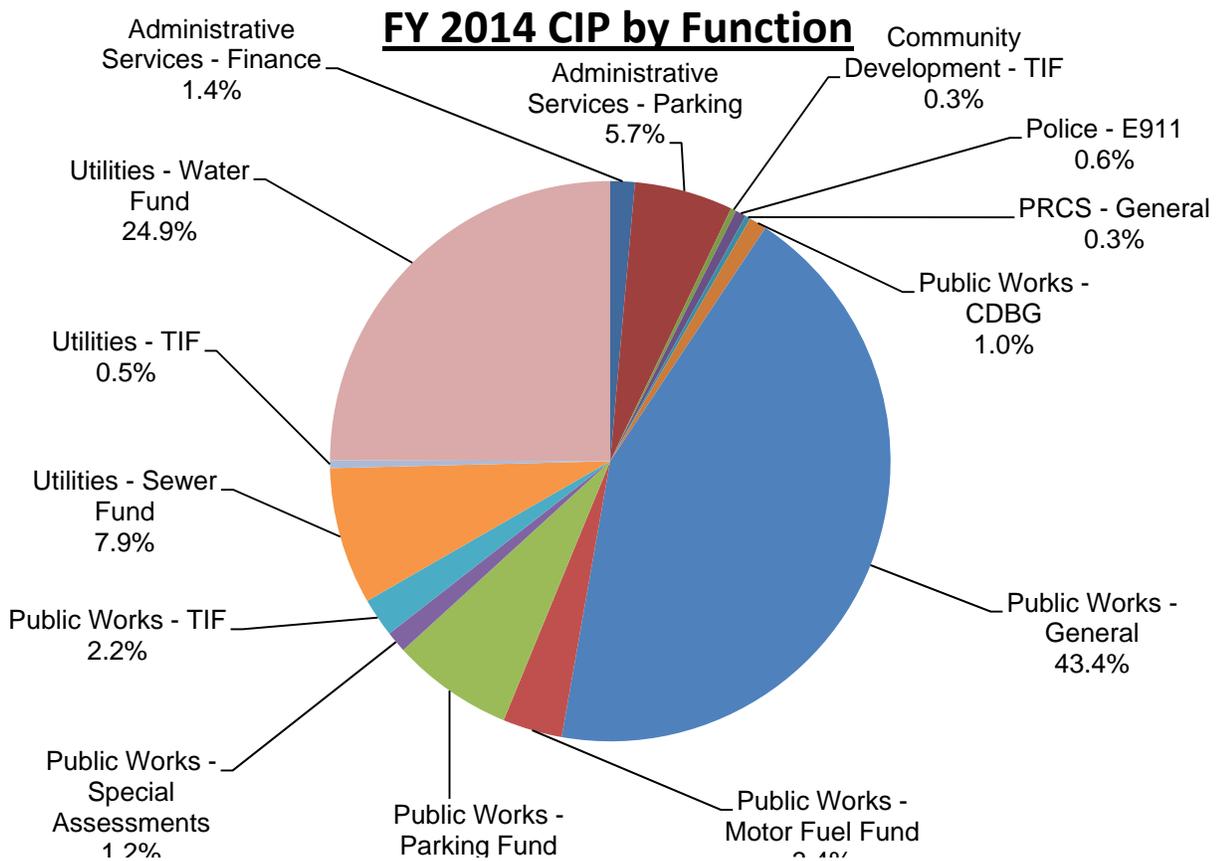
TOTAL FY14 CIP

40,768,302



**City of Evanston
Capital Improvement Plan Summary by Function
Fiscal Year 2014**

<u>Function</u>	<u>Amount</u>
Administrative Services - Finance	575,000
Administrative Services - Parking	2,320,000
Community Development - TIF	125,000
Police - E911	250,000
PRCS - General	125,000
Public Works - CDBG	410,800
Public Works - General	17,710,016
Public Works - Motor Fuel Fund	1,400,000
Public Works - Parking Fund	2,860,000
Public Works - Special Assessments	500,000
Public Works - TIF	912,486
Utilities - Sewer Fund	3,225,000
Utilities - TIF	185,000
Utilities - Water Fund	10,170,000
TOTAL FY14 CIP	40,768,302



	A	B	C	D	F	M	N	O
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund	Carryover Est.	New	Total
6	Description	Head	Department	Source	Responsible	FY14	FY14	FY 14
7	CIP SUMMARY ALL FUNDS							
8								
9	MFT Fund Funding	N/A	N/A	N/A	N/A	-	1,400,000	1,400,000
10	E911 Fund Funding	N/A	N/A	N/A	N/A	120,000	130,000	250,000
11	CDBG Fund Funding	N/A	N/A	N/A	N/A	115,800	295,000	410,800
12	Washington National TIF Fund Funding	N/A	N/A	N/A	N/A	100,000	622,486	722,486
13	Howard-Hartrey TIF Fund Funding	N/A	N/A	N/A	N/A	500,000	-	500,000
19	CIP Fund - General Obligation (GO) Debt	N/A	N/A	N/A	N/A	-	8,331,458	8,331,458
20	CIP Fund - Prior Year Debt	N/A	N/A	N/A	N/A	2,951,420	-	2,951,420
21	CIP Fund - General Fund Transfer	N/A	N/A	N/A	N/A	-	936,500	936,500
22	CIP Fund - Parking Fund Loan	N/A	N/A	N/A	N/A	100,000	-	100,000
23	CIP Fund - Grants	N/A	N/A	N/A	N/A	139,000	4,643,638	4,782,638
24	CIP Fund - IDNR Grant Funding	N/A	N/A	N/A	N/A	400,000	200,000	600,000
26	CIP Fund - Private Donations	N/A	N/A	N/A	N/A	510,000	198,000	708,000
28	Special Assessment Fund Funding	N/A	N/A	N/A	N/A	-	500,000	500,000
29	Parking Fund Funding	N/A	N/A	N/A	N/A	1,352,000	3,828,000	5,180,000
30	Water Fund Funding	N/A	N/A	N/A	N/A	30,000	3,790,000	3,820,000
31	Water Fund - GO Debt	N/A	N/A	N/A	N/A	1,085,000	2,865,000	3,950,000
32	Water Fund - IEPA Loan	N/A	N/A	N/A	N/A	1,270,000	1,130,000	2,400,000
33	Sewer Fund Funding	N/A	N/A	N/A	N/A	-	1,035,000	1,035,000
34	Sewer Fund - IEPA Loan	N/A	N/A	N/A	N/A	-	2,190,000	2,190,000
36	TOTAL - ALL FUNDS					8,673,220	32,095,082	40,768,302
37								
38								
39	EXPENDITURES							
40								
41	Street Resurfacing - MFT	Robinson	Public Works	MFT	MFT	-	1,400,000	1,400,000
42	SUBTOTAL					-	1,400,000	1,400,000
43								
44								
45	Dual Factor Authentication (2FA) Software	Polinski	Police	E911	E911	-	20,000	20,000
46	Emergency Alert System	Polinski	Police	E911	E911	120,000	110,000	230,000
47	SUBTOTAL					120,000	130,000	250,000
48								
49								
50	Block, Curb, Sidewalk & ADA Ramps	Robinson	Public Works	Grant CDBG	CDBG	85,800	50,000	135,800
51	SNAP Lighting	Robinson	Public Works	Grant CDBG	CDBG	-	25,000	25,000
53	Penny Park Renovations	Robinson	Public Works	Grant CDBG	CDBG	30,000	20,000	50,000
55	Alley Paving	Robinson	Public Works	Grant CDBG	CDBG	-	200,000	200,000
56	SUBTOTAL					115,800	295,000	410,800
57								
58								
59	Comprehensive Sign Package	Muenzer	CED	TIF Increment	Washington TIF	-	125,000	125,000
61	Fountain Square Reconstruction Study	Robinson	Public Works	TIF Increment	Washington TIF	-	300,000	300,000
64	Davis Street Streetscape - Benson to Chicago - Repaving	Robinson	Public Works	TIF Increment	Washington TIF	100,000	-	100,000

	A	B	C	D	F	M	N	O
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund	Carryover Est.	New	Total
6	Description	Head	Department	Source	Responsible	FY14	FY14	FY 14
68	Sheridan-Chicago Bike Path Phase I, II, III Engineering and Construction	Robinson	Public Works	TIF Increment	Washington TIF		12,486	12,486
76	Small Diameter Sewer Rehabilitation (various)	Stoneback	Utilities	TIF Increment	Washington TIF	-	185,000	185,000
77	SUBTOTAL					100,000	622,486	722,486
78								
79								
81	Howard Street - Target Access Drive Improvements	Robinson	Public Works	TIF Increment	Howard-Hartrey TIF	500,000	-	500,000
82						500,000	-	500,000
126								
127								
130	Neighborhood Public Art Program	McRae	PRCS	GO Debt	Capital Improvement	-	75,000	75,000
131	Crown Center Minor Projects	McRae	PRCS	GO Debt	Capital Improvement	-	50,000	50,000
133	Engineering Services	Lyons	Admin Serv	GO Debt	Capital Improvement	-	475,000	475,000
134	Street Resurfacing - CIP	Robinson	Public Works	GO Debt	Capital Improvement	-	2,325,000	2,325,000
137	Lakefront - Lagoon Area Improvements	Robinson	Public Works	GO Debt	Capital Improvement	-	275,000	275,000
138	Central Street Sidewalk - Eastwood to Hartrey Design	Robinson	Public Works	GO Debt	Capital Improvement	-	100,000	100,000
139	Emerson/Ridge/Green Bay Intersection	Robinson	Public Works	GO Debt	Capital Improvement	-	150,000	150,000
141	Bridge Street Bridge Construction - McCormick to Brown	Robinson	Public Works	GO Debt	Capital Improvement	-	360,000	360,000
143	Bridge Rehab Isabella Phase II Design & Construction	Robinson	Public Works	GO Debt	Capital Improvement	-	150,000	150,000
144	Bridge Street Bridge Phase III - Construction Engineering	Robinson	Public Works	GO Debt	Capital Improvement	-	40,000	40,000
146	50 / 50 Sidewalk Replacement Program	Robinson	Public Works	GO Debt	Capital Improvement	-	250,000	250,000
147	CMAQ Chicago Avenue Signal Improvement Reimbursement	Robinson	Public Works	GO Debt	Capital Improvement	-	60,000	60,000
148	Neighborhood Traffic Calming & Pedestrian/Bike Accommodations	Robinson	Public Works	GO Debt	Capital Improvement	-	50,000	50,000
149	Pedestrian Safety, Pavement Marking, Streetlight Improvements	Robinson	Public Works	GO Debt	Capital Improvement	-	150,000	150,000
153	Animal Shelter Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	120,000	120,000
155	Baker Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	75,000	75,000
158	Chandler Center Study / Minor Improvements	Robinson	Public Works	GO Debt	Capital Improvement	-	250,000	250,000
159	Civic Center Boiler Building Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	120,000	120,000
162	Fire Station #2 Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	360,000	360,000
167	Fleetwood-Jourdain Study / Minor Improvements	Robinson	Public Works	GO Debt	Capital Improvement	-	250,000	250,000
176	Lakefront - Dempster Street Boat Rack Installations	Robinson	Public Works	GO Debt	Capital Improvement	-	75,000	75,000
185	Levy Center Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	100,000	100,000
189	Police - Fire Headquarters Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	50,000	50,000
192	Davis Streetscape / Resurfacing / Bike Lane - Asbury - Dodge	Robinson	Public Works	GO Debt	Capital Improvement	-	300,000	300,000
193	Dodge Ave Protected Bike Lane - Howard to Church (if grant funded)	Robinson	Public Works	GO Debt	Capital Improvement	-	120,000	120,000
195	Sheridan Road Improvement Project (Emerson to North City Limits)	Robinson	Public Works	GO Debt	Capital Improvement	-	250,000	250,000
196	Sheridan Road Signal Upgrade Project (Main to Burnham)	Robinson	Public Works	GO Debt	Capital Improvement	-	100,000	100,000
199	Dempster Signals Phase II & III and Construction Engineering	Robinson	Public Works	GO Debt	Capital Improvement	-	59,000	59,000
206	Sheridan-Chicago Bike Path Phase I, II Engineering and Construction	Robinson	Public Works	GO Debt	Capital Improvement	-	37,458	37,458
207	Bike Plan Update	Robinson	Public Works	GO Debt	Capital Improvement	-	25,000	25,000
208	Isabella/Sheridan Rehabilitation Project (Wilmette Reimbursement)	Robinson	Public Works	GO Debt	Capital Improvement	-	280,000	280,000
210	Civic Center Security Improvements	Robinson	Public Works	GO Debt	Capital Improvement		300,000	300,000
211	ETHS/Dodge Ave Pedestrian Light Improvement	Robinson	Public Works	GO Debt	Capital Improvement		100,000	100,000
212	ETHS/Church St Bike Path	Robinson	Public Works	GO Debt	Capital Improvement		250,000	250,000
213	Ecology Center Renovations	Robinson	Public Works	GO Debt	Capital Improvement		100,000	100,000
219	Public Tree Inventory and Cityworks Implementation	Robinson	Public Works	GO Debt	Capital Improvement		250,000	250,000
220	Facilities Capital Improvement Contingency	Robinson	Public Works	GO Debt	Capital Improvement		250,000	250,000

	A	B	C	D	F	M	N	O
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund	Carryover Est.	New	Total
6	Description	Head	Department	Source	Responsible	FY14	FY14	FY 14
221	SUBTOTAL					-	8,331,458	8,331,458
222								
223								
225	Street Resurfacing - CIP	Robinson	Public Works	Prior Year Debt	Capital Improvement	600,000	-	600,000
226	Davis Streetscape / Resurfacing / Bike Lane - Ridge to Benson	Robinson	Public Works	Prior Year Debt	Capital Improvement	400,000	-	400,000
227	Lakefront - Boat Ramp Renovations	Robinson	Public Works	Prior Year Debt	Capital Improvement	350,000	-	350,000
228	Lakefront - Lagoon Area Improvements	Robinson	Public Works	Prior Year Debt	Capital Improvement	200,000	-	200,000
229	Central Street Sidewalk - Eastwood to Hartrey Design	Robinson	Public Works	Prior Year Debt	Capital Improvement	175,000	-	175,000
230	Emerson/Ridge/Green Bay Intersection	Robinson	Public Works	Prior Year Debt	Capital Improvement	170,000	-	170,000
231	Penny Park Renovations	Robinson	Public Works	Prior Year Debt	Capital Improvement	100,000	-	100,000
232	Bridge Street Bridge Construction - McCormick to Brown	Robinson	Public Works	Prior Year Debt	Capital Improvement	100,000	-	100,000
233	Grey Park Renovations	Robinson	Public Works	Prior Year Debt	Capital Improvement	56,450	-	56,450
234	Bridge Rehab Isabella Phase II Design & Construction	Robinson	Public Works	Prior Year Debt	Capital Improvement	50,000	-	50,000
235	Bridge Street Bridge Phase III - Construction Engineering	Robinson	Public Works	Prior Year Debt	Capital Improvement	50,000	-	50,000
236	Ladd Arboretum Bike Path Renovations	Robinson	Public Works	Prior Year Debt	Capital Improvement	22,000	-	22,000
239	Crown Center Partnership Study	Robinson	Public Works	Prior Year Debt	Capital Improvement	73,070	-	73,070
242	Service Center Renovations	Robinson	Public Works	Prior Year Debt	Capital Improvement	34,900	-	34,900
243	Isabella/Sheridan Rehabilitation Project (Wilmette Reimbursement)	Robinson	Public Works	Prior Year Debt	Capital Improvement	190,000	-	190,000
246	New Salt Dome and Service Center Storage	Robinson	Public Works	Prior Year Debt	Capital Improvement	380,000	-	380,000
247	SUBTOTAL					2,951,420	-	2,951,420
248								
249								
250	Capital Studies (Facilities, Infrastructure, Asset Appraisal)	Robinson	Public Works	GF Transfer	Capital Improvement	-	300,000	300,000
251	Park and Facilities Contingency Account	Robinson	Public Works	GF Transfer	Capital Improvement	-	636,500	636,500
252						-	936,500	936,500
253								
254								
255	New World Financial Software Licensing & Implementation	Lyons	Admin Serv	Parking Fund Loan	Capital Improvement	100,000	-	100,000
256	SUBTOTAL					100,000	-	100,000
257								
258								
259	Ridge/Emerson/Green Bay Intersection Phase II Engineering	Robinson	Public Works	Grant	Capital Improvement	-	24,000	24,000
260	MWRD Grant Projects	Robinson	Public Works	Grant	Capital Improvement	-	850,000	850,000
261	Ladd Arboretum Bike Path Renovations	Robinson	Public Works	Grant	Capital Improvement	88,000	-	88,000
263	Bike Plan Update	Robinson	Public Works	Grant	Capital Improvement		100,000	100,000
264	Sheridan Road / Chicago Avenue ITEP Grant	Robinson	Public Works	Grant	Capital Improvement		800,000	800,000
267	Dodge Avenue Protected Bike Lane (Howard to Church)	Robinson	Public Works	Grant	Capital Improvement		480,000	480,000
268	Bridge Street Bridge Construction (McCormick to Brown)	Robinson	Public Works	Grant	Capital Improvement		1,940,000	1,940,000
270	Sheridan-Chicago Bike Path Phase I, II, III Engineering and Construction	Robinson	Public Works	Grant	Capital Improvement		199,776	199,776
271	Safe Routes to School Improvements	Robinson	Public Works	Grant	Capital Improvement	-	249,862	249,862
272	Dempster Signals Phase II & III and Construction Engineering	Robinson	Public Works	Grant	Capital Improvement	51,000	-	51,000
273	SUBTOTAL					139,000	4,643,638	4,782,638
274								
275								
277	Lakefront - Boat Ramp Renovations	Robinson	Public Works	IDNR Grant	Capital Improvement	-	200,000	200,000
278	Lakefront - Lagoon Area Improvements	Robinson	Public Works	IDNR Grant	Capital Improvement	400,000	-	400,000

	A	B	C	D	F	M	N	O
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund	Carryover Est.	New	Total
6	Description	Head	Department	Source	Responsible	FY14	FY14	FY 14
280	SUBTOTAL					400,000	200,000	600,000
281								
282								
287	Baker Park	Robinson	Public Works	Private Donation	Capital Improvement		25,000	25,000
288	Lakefront - Clark Street Beach Bird Habitat	Robinson	Public Works	Private Donation	Capital Improvement	-	173,000	173,000
289	Lakefront - Lagoon Area Improvements	Robinson	Public Works	Private Donation	Capital Improvement	500,000	-	500,000
290	Metra Station Heating Control Replacements	Robinson	Public Works	Private Donation	Capital Improvement	10,000	-	10,000
291	SUBTOTAL					510,000	198,000	708,000
297								
299	Alley Paving	Robinson	Public Works	GO Debt	Special Assessment	-	500,000	500,000
300	SUBTOTAL					-	500,000	500,000
301								
302								
303	Citywide Parking Meter Upgrades	Voss	Admin Serv	Parking	Parking	250,000	-	250,000
304	717 Howard Street Parking Lot Development	Voss	Admin Serv	Parking	Parking	-	450,000	450,000
305	Bike Stations City Portion	Voss	Admin Serv	Parking	Parking	-	120,000	120,000
306	Comprehensive Signage Program	Voss	Admin Serv	Parking	Parking	175,000	75,000	250,000
307	New Parking Access & Revenue Control System - DT Prk Garages	Voss	Admin Serv	Parking	Parking	-	1,100,000	1,100,000
308	Maple Garage Storefront Improvements	Voss	Admin Serv	Parking	Parking	-	150,000	150,000
309	Resurfacing of City Owned Surface Lots	Robinson	Public Works	Parking	Parking	-	200,000	200,000
310	Parking Lot 4 Improvements	Robinson	Public Works	Parking	Parking	60,000	-	60,000
311	Collector's Office Renovations	Robinson	Public Works	Parking	Parking	75,000	210,000	285,000
312	Parking Garages - Capital Maintenance - Church	Robinson	Public Works	Parking	Parking	524,000	886,000	1,410,000
313	Parking Garages - Capital Maintenance - Maple	Robinson	Public Works	Parking	Parking	268,000	502,000	770,000
314	Parking Garages - Capital Maintenance - Sherman	Robinson	Public Works	Parking	Parking	-	135,000	135,000
315	SUBTOTAL					1,352,000	3,828,000	5,180,000
316								
317								
318	Water Main Replacement	Stoneback	Utilities	Water	Water	-	2,922,500	2,922,500
320	Howard Street Water Main Replacement (No Resurface)	Stoneback	Utilities	Water	Water	-	427,500	427,500
322	Security Equipment	Stoneback	Utilities	Water	Water	-	50,000	50,000
326	Finished Water Reservoir Study	Stoneback	Utilities	Water	Water	-	100,000	100,000
330	Filter Wash Water Valve Replacement	Stoneback	Utilities	Water	Water	-	40,000	40,000
336	Masonry Evaluation and Tuckpointing	Stoneback	Utilities	Water	Water	30,000	250,000	280,000
337	SUBTOTAL					30,000	3,790,000	3,820,000
338								
339								
340	AMR Radio Transmitter Replacement	Stoneback	Utilities	GO Debt	Water	200,000	600,000	800,000
341	Master Meter and Chemical Feed Improvements	Stoneback	Utilities	GO Debt	Water	520,000	430,000	950,000
342	Chlorination Equipment Replacement	Stoneback	Utilities	GO Debt	Water	200,000	-	200,000
343	Standpipe Painting and Mixing Equipment	Stoneback	Utilities	GO Debt	Water	-	1,250,000	1,250,000
345	Roof Improvement Projects	Stoneback	Utilities	GO Debt	Water	165,000	585,000	750,000
346	SUBTOTAL					1,085,000	2,865,000	3,950,000
347								
348								
349	48" Intake Improvement and Zebra Mussel Control	Stoneback	Utilities	IEPA	Water	1,270,000	630,000	1,900,000

	A	B	C	D	F	M	N	O
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund	Carryover Est.	New	Total
6	Description	Head	Department	Source	Responsible	FY14	FY14	FY 14
352	Plant Reliability Improvements	Stoneback	Utilities	IEPA	Water	-	500,000	500,000
353	SUBTOTAL					1,270,000	1,130,000	2,400,000
354								
355								
356	CIPP Sewer Rehabilitation	Stoneback	Utilities	Sewer	Sewer	-	515,000	515,000
357	Emergency Sewer Repairs	Stoneback	Utilities	Sewer	Sewer	-	75,000	75,000
358	Stormwater Management Improvements	Stoneback	Utilities	Sewer	Sewer	-	260,000	260,000
359	Sewer Repairs on Street Improvements	Stoneback	Utilities	Sewer	Sewer	-	185,000	185,000
360	SUBTOTAL					-	1,035,000	1,035,000
361								
362								
363	Large Diameter Sewer Rehabilitation	Stoneback	Utilities	IEPA	Sewer	-	2,190,000	2,190,000
364	SUBTOTAL					-	2,190,000	2,190,000
365								
366								
371	TOTAL - ALL FUNDS					8,673,220	32,095,082	40,768,302
372								

	A	B	C	D	F	P	Q	R
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund			
6	Description	Head	Department	Source	Responsible	FY15	FY16	FY17
7	CIP SUMMARY ALL FUNDS							
8								
9	MFT Fund Funding	N/A	N/A	N/A	N/A	1,400,000	1,400,000	1,400,000
11	CDBG Fund Funding	N/A	N/A	N/A	N/A	325,000	225,000	225,000
12	Washington National TIF Fund Funding	N/A	N/A	N/A	N/A	6,260,789	225,000	4,690,000
16	West Evanston TIF Fund Funding	N/A	N/A	N/A	N/A	360,000	-	6,036,000
17	Dempster-Dodge TIF Fund Funding	N/A	N/A	N/A	N/A	495,000	-	-
18	Chicago-Main TIF Fund Funding	N/A	N/A	N/A	N/A	4,300,000	680,000	1,100,000
19	CIP Fund - General Obligation (GO) Debt	N/A	N/A	N/A	N/A	16,195,369	7,920,000	14,895,000
22	CIP Fund - Grants	N/A	N/A	N/A	N/A	5,636,632	-	-
23	CIP Fund - IDNR Grant Funding	N/A	N/A	N/A	N/A	-	200,000	400,000
25	CIP Fund - Private Donations	N/A	N/A	N/A	N/A	200,000	-	-
27	Special Assessment Fund Funding	N/A	N/A	N/A	N/A	500,000	500,000	500,000
28	Parking Fund Funding	N/A	N/A	N/A	N/A	3,310,000	920,000	500,000
29	Water Fund Funding	N/A	N/A	N/A	N/A	3,340,000	4,430,000	6,090,000
30	Water Fund - GO Debt	N/A	N/A	N/A	N/A	1,500,000	25,000	400,000
31	Water Fund - IEPA Loan	N/A	N/A	N/A	N/A	4,650,000	21,875,000	9,435,000
32	Sewer Fund Funding	N/A	N/A	N/A	N/A	1,075,000	1,115,000	1,155,000
33	Sewer Fund - IEPA Loan	N/A	N/A	N/A	N/A	-	1,672,000	1,564,000
35	TOTAL - ALL FUNDS					49,547,790	41,187,000	48,390,000
36								
37								
38	EXPENDITURES							
39								
40	Street Resurfacing - MFT	Robinson	Public Works	MFT	MFT	1,400,000	1,400,000	1,400,000
41	SUBTOTAL					1,400,000	1,400,000	1,400,000
47								
48								
49	Block, Curb, Sidewalk & ADA Ramps	Robinson	Public Works	Grant CDBG	CDBG	150,000	150,000	150,000
50	SNAP Lighting	Robinson	Public Works	Grant CDBG	CDBG	75,000	75,000	75,000
51	Fitzsimons Park Renovations	Robinson	Public Works	Grant CDBG	CDBG	100,000	-	-
55	SUBTOTAL					325,000	225,000	225,000
56								
57								
59	Improvements to CTA Tracks	Muenzer	CED	TIF Increment	Washington TIF	300,000	-	4,200,000
60	Fountain Square Reconstruction Study	Robinson	Public Works	TIF Increment	Washington TIF	3,000,000	-	-
65	Orrington Avenue Improvements	Robinson	Public Works	TIF Increment	Washington TIF	1,400,000	-	-
66	Chicago Ave Utility Improvements / Streetscape (Davis to Church)	Robinson	Public Works	TIF Increment	Washington TIF	865,000	-	-
67	Sheridan-Chicago Bike Path Phase I, II, III Engineering and Construction	Robinson	Public Works	TIF Increment	Washington TIF	80,789	-	-
68	Street Furniture Package	Robinson	Public Works	TIF Increment	Washington TIF	150,000	-	-
69	Chicago Ave Watermain only	Stoneback	Utilities	TIF Increment	Washington TIF	235,000	-	-
72	Orrington Ave. Watermain (Davis to Church)	Stoneback	Utilities	TIF Increment	Washington TIF	230,000	-	-
73	Sherman Avenue Water Main Replacement	Stoneback	Utilities	TIF Increment	Washington TIF	-	225,000	-
74	Church Street Watermain Replacement	Stoneback	Utilities	TIF Increment	Washington TIF	-	-	490,000
76	SUBTOTAL					6,260,789	225,000	4,690,000
77								
78								

	A	B	C	D	F	P	Q	R
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund			
6	Description	Head	Department	Source	Responsible	FY15	FY16	FY17
99	Dodge Avenue Streetscape (Dempster to Lake)	Robinson	Public Works	TIF Increment	West Evanston TIF	360,000	-	-
100	Water Main Replacement - Church St and north	Stoneback	Utilities	TIF Increment	West Evanston TIF	-	-	2,034,000
101	Water Main Replacement - between Church and Dempster	Stoneback	Utilities	TIF Increment	West Evanston TIF	-	-	1,195,000
102	Water Main Replacement - Dempster St and south	Stoneback	Utilities	TIF Increment	West Evanston TIF	-	-	722,000
103	Large Diameter Sewer Rehabilitation	Stoneback	Utilities	TIF Increment	West Evanston TIF	-	-	1,456,000
104	Small Diameter Sewer Rehabilitation	Stoneback	Utilities	TIF Increment	West Evanston TIF	-	-	629,000
105	SUBTOTAL					360,000	-	6,036,000
106								
107								
108	Traffic Configuration - Dempster / Dodge	Robinson	Public Works	TIF Increment	Dempster-Dodge TIF	250,000	-	-
109	Dodge Avenue Protected Bike Lane - Howard to Church	Robinson	Public Works	TIF Increment	Dempster-Dodge TIF	50,000	-	-
110	Dodge Avenue Large Diameter Sewer Rehabilitation	Stoneback	Utilities	TIF Increment	Dempster-Dodge TIF	195,000	-	-
111	SUBTOTAL					495,000	-	-
112								
113								
114	Public Art Bike Rack Program	McRae	PRCS	TIF Increment	Chicago-Main TIF	100,000	-	-
115	Main (Sherman to Hinman) Streetscape and Resurfacing	Robinson	Public Works	TIF Increment	Chicago-Main TIF	1,700,000	-	-
116	St. Paul's Park Renovations	Robinson	Public Works	TIF Increment	Chicago-Main TIF	1,500,000	-	-
117	Custer Avenue Relief Sewer Extension	Stoneback	Utilities	TIF Increment	Chicago-Main TIF	-	-	140,000
118	Custer Avenue Water Main Replacement	Stoneback	Utilities	TIF Increment	Chicago-Main TIF	-	-	140,000
119	Sherman Avenue Water Utility Improvements / Street Resurfacing	Stoneback	Utilities	TIF Increment	Chicago-Main TIF	-	-	675,000
120	Small Diameter Sewer Rehabilitation	Stoneback	Utilities	TIF Increment	Chicago-Main TIF	220,000	-	-
121	Washington Street Water Main Replacement	Stoneback	Utilities	TIF Increment	Chicago-Main TIF	-	-	145,000
122	Chicago Avenue Water Main Replacement	Stoneback	Utilities	TIF Increment	Chicago-Main TIF	-	680,000	-
123	Main (Sherman to Hinman) Watermain	Stoneback	Utilities	TIF Increment	Chicago-Main TIF	780,000	-	-
124	SUBTOTAL					4,300,000	680,000	1,100,000
125								
126								
128	Cultural Arts Master Plan	McRae	PRCS	GO Debt	Capital Improvement	125,000	-	-
130	Crown Center Minor Projects	McRae	PRCS	GO Debt	Capital Improvement	50,000	50,000	-
131	Playgrounds Equipment at Lakefront Beaches	McRae	PRCS	GO Debt	Capital Improvement	100,000	100,000	100,000
132	Street Resurfacing - CIP	Robinson	Public Works	GO Debt	Capital Improvement	1,800,000	1,800,000	1,800,000
137	Emerson/Ridge/Green Bay Intersection	Robinson	Public Works	GO Debt	Capital Improvement	670,000	-	-
143	Ladd Arboretum Bike Path Renovations	Robinson	Public Works	GO Debt	Capital Improvement	123,000	-	-
144	Engineering Services	Robinson	Public Works	GO Debt	Capital Improvement	475,000	475,000	475,000
145	50 / 50 Sidewalk Replacement Program	Robinson	Public Works	GO Debt	Capital Improvement	100,000	100,000	100,000
147	Neighborhood Traffic Calming & Pedestrian/Bike Accommodations	Robinson	Public Works	GO Debt	Capital Improvement	50,000	50,000	50,000
148	Pedestrian Safety, Pavement Marking, Streetlight Improvements	Robinson	Public Works	GO Debt	Capital Improvement	150,000	150,000	150,000
150	Traffic Signal Modernization	Robinson	Public Works	GO Debt	Capital Improvement	-	250,000	250,000
151	Ackerman Park HVAC and Exhaust Upgrade	Robinson	Public Works	GO Debt	Capital Improvement	10,000	-	-
152	Animal Shelter Renovations	Robinson	Public Works	GO Debt	Capital Improvement	330,000	-	-
153	Baker Park HVAC Upgrade	Robinson	Public Works	GO Debt	Capital Improvement	-	10,000	-
155	Bent Park HVAC Upgrade	Robinson	Public Works	GO Debt	Capital Improvement	-	-	10,000
156	Cartwright Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	590,000	-	-
157	Chandler Center Study / Minor Improvements	Robinson	Public Works	GO Debt	Capital Improvement	-	1,550,000	-
158	Civic Center Boiler Building Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	140,000	-
160	Crown Center Renovations	Robinson	Public Works	GO Debt	Capital Improvement	2,000,000	320,000	-
162	Fire Station #3 Renovations	Robinson	Public Works	GO Debt	Capital Improvement	350,000	-	-

	A	B	C	D	F	P	Q	R
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund			
6	Description	Head	Department	Source	Responsible	FY15	FY16	FY17
163	Fire Station #4 Renovations	Robinson	Public Works	GO Debt	Capital Improvement	140,000	-	75,000
164	Fitzsimons Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	200,000	-	-
165	Flag Pole Lighting	Robinson	Public Works	GO Debt	Capital Improvement	-	-	80,000
167	Foster Field Athletic Field Renovations	Robinson	Public Works	GO Debt	Capital Improvement	450,000	-	-
168	Independence Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	100,000	700,000	-
169	James Park Field House Washroom Renovations	Robinson	Public Works	GO Debt	Capital Improvement	150,000	-	-
170	James Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	1,100,000	500,000	5,100,000
171	Lakefront - Arts Center Coach House Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	-	550,000
172	Lakefront - Beach House Plumbing Repairs	Robinson	Public Works	GO Debt	Capital Improvement	35,000	-	-
173	Lakefront - Clark Street Beach Access Boardwalk	Robinson	Public Works	GO Debt	Capital Improvement	435,000	-	-
174	Lakefront - Dempster Street Boat Launch Ramp Replacement	Robinson	Public Works	GO Debt	Capital Improvement	100,000	-	-
176	Lakefront - Dog Beach Breakwall Installation	Robinson	Public Works	GO Debt	Capital Improvement	-	-	1,000,000
177	Lakefront - Fog / Signal Houses Renovations	Robinson	Public Works	GO Debt	Capital Improvement	800,000	-	-
178	Lakefront - Garden Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	375,000	-	-
179	Lakefront - Greenwood Street Beach Entry Facility	Robinson	Public Works	GO Debt	Capital Improvement	-	-	1,500,000
181	Lakefront - Pedestrian Path Reconstruction	Robinson	Public Works	GO Debt	Capital Improvement	700,000	-	-
182	Larimer Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	600,000	-
183	Leahy Park Shelter Renovations	Robinson	Public Works	GO Debt	Capital Improvement	30,000	-	-
184	Levy Center Renovations	Robinson	Public Works	GO Debt	Capital Improvement	450,000	350,000	80,000
185	McCulloch Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	700,000	-	-
186	Noyes Center Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	-	1,520,000
187	Philbrick Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	-	500,000
188	Police - Fire Headquarters Renovations	Robinson	Public Works	GO Debt	Capital Improvement	160,000	-	-
189	Service Center Renovations	Robinson	Public Works	GO Debt	Capital Improvement	675,000	575,000	725,000
190	Southwest Park Renovations	Robinson	Public Works	GO Debt	Capital Improvement	-	200,000	-
193	Grove Street - Maple Avenue to Sherman Avenue	Robinson	Public Works	GO Debt	Capital Improvement	600,000	-	-
194	Sheridan Road Improvement Project (Emerson to North City Limits)	Robinson	Public Works	GO Debt	Capital Improvement	1,100,000	-	-
195	Sheridan Road Signal Upgrade Project (Main to Burnham)	Robinson	Public Works	GO Debt	Capital Improvement	250,000	-	-
198	Dempster Signals Phase II & III and Construction Engineering	Robinson	Public Works	GO Debt	Capital Improvement	250,000	-	-
205	Sheridan-Chicago Bike Path Phase I, II Engineering and Construction	Robinson	Public Works	GO Debt	Capital Improvement	242,369	-	-
213	Ecology Center Renovations	Robinson	Public Works	GO Debt	Capital Improvement	30,000	-	-
214	Lakefront - Arts Center Renovations	Robinson	Public Works	GO Debt	Capital Improvement	100,000	-	830,000
218	New Salt Dome and Service Center Storage	Robinson	Public Works	GO Debt	Capital Improvement	100,000	-	-
221	SUBTOTAL					16,195,369	7,920,000	14,895,000
222								
223								
254	Ridge/Emerson/Green Bay Intersection Phase 1 Engineering	Robinson	Public Works	Grant	Capital Improvement	1,059,000	-	-
255	Ladd Arboretum Bike Path Renovations	Robinson	Public Works	Grant	Capital Improvement	492,000	-	-
259	Sheridan Road Signal Upgrade Project (Main to Burnham)	Robinson	Public Works	Grant	Capital Improvement	476,000	-	-
263	Sheridan Road Improvement Project (Emerson to North City Limits)	Robinson	Public Works	Grant	Capital Improvement	1,600,000	-	-
264	Sheridan-Chicago Bike Path Phase I, II, III Engineering and Construction	Robinson	Public Works	Grant	Capital Improvement	1,292,632	-	-
266	Dempster Signals Phase II & III and Construction Engineering	Robinson	Public Works	Grant	Capital Improvement	717,000	-	-
267	SUBTOTAL					5,636,632	-	-
268								
269								
270	James Park Renovations	Robinson	Public Works	IDNR Grant	Capital Improvement	-	-	400,000
273	Southwest Park Renovations	Robinson	Public Works	IDNR Grant	Capital Improvement	-	200,000	-
274	SUBTOTAL					-	200,000	400,000

	A	B	C	D	F	P	Q	R
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund			
6	Description	Head	Department	Source	Responsible	FY15	FY16	FY17
275								
276								
280	Currey Park Renovations	Robinson	Public Works	Private Donation	Capital Improvement	200,000	-	-
285	SUBTOTAL					200,000	-	-
290								
291								
292	Alley Maintenance	Robinson	Public Works	SA Reserves	Special Assessment	-	-	-
293	Alley Paving	Robinson	Public Works	GO Debt	Special Assessment	500,000	500,000	500,000
294	SUBTOTAL					500,000	500,000	500,000
295								
296								
300	Comprehensive Signage Program	Voss	Admin Serv	Parking	Parking	250,000	250,000	250,000
303	Resurfacing of City Owned Surface Lots	Robinson	Public Works	Parking	Parking	250,000	250,000	250,000
306	Parking Garages - Capital Maintenance - Church	Robinson	Public Works	Parking	Parking	770,000	140,000	-
307	Parking Garages - Capital Maintenance - Maple	Robinson	Public Works	Parking	Parking	880,000	140,000	-
308	Parking Garages - Capital Maintenance - Sherman	Robinson	Public Works	Parking	Parking	1,160,000	140,000	-
309	SUBTOTAL					3,310,000	920,000	500,000
310								
311								
312	Water Main Replacement	Stoneback	Utilities	Water	Water	3,000,000	3,390,000	3,490,000
313	Pitner Avenue Large Diameter Water Main Lining	Stoneback	Utilities	Water	Water	290,000		
315	SCADA System Improvements	Stoneback	Utilities	Water	Water	-	250,000	-
316	Security Equipment	Stoneback	Utilities	Water	Water	50,000	50,000	50,000
318	Concrete Structure Rehabilitation	Stoneback	Utilities	Water	Water	-	500,000	1,300,000
319	Concrete Water Main Testing	Stoneback	Utilities	Water	Water	-	150,000	-
321	Transformer Room Electrical Improvements	Stoneback	Utilities	Water	Water	-	-	150,000
322	Low Lift 4/5/6 - Pump & Motor Replace	Stoneback	Utilities	Water	Water	-	-	125,000
323	Filter Workshop Sprinkler System	Stoneback	Utilities	Water	Water	-	-	150,000
325	Wash Water Pumps Rehabilitation	Stoneback	Utilities	Water	Water	-	-	75,000
326	Filter Freight Elevator and Controls Rehab	Stoneback	Utilities	Water	Water	-	-	150,000
327	Chemical Storage Tank Repairs and Lining	Stoneback	Utilities	Water	Water	-	-	250,000
328	South Standpipe Storage Shed Rehab	Stoneback	Utilities	Water	Water	-	-	50,000
329	Laboratory HVAC Replacement	Stoneback	Utilities	Water	Water	-	90,000	300,000
331	SUBTOTAL					3,340,000	4,430,000	6,090,000
332								
333								
337	Standpipe Painting and Mixing Equipment	Stoneback	Utilities	GO Debt	Water	1,500,000	-	-
339	Roof Improvement Projects	Stoneback	Utilities	GO Debt	Water	-	25,000	400,000
340	SUBTOTAL					1,500,000	25,000	400,000
341								
342								
344	Finished Water Reservoir	Stoneback	Utilities	IEPA	Water	2,000,000	18,075,000	6,025,000
345	30" Feeder Main Replacement	Stoneback	Utilities	IEPA	Water	-	3,800,000	3,410,000
346	Plant Reliability Improvements	Stoneback	Utilities	IEPA	Water	2,650,000	-	-
347	SUBTOTAL					4,650,000	21,875,000	9,435,000
348								
349								
350	CIPP Sewer Rehabilitation	Stoneback	Utilities	Sewer	Sewer	535,000	555,000	575,000

	A	B	C	D	F	P	Q	R
1	City of Evanston							
2	Recommended 2014-2017 Capital Projects							
3	Sorted by Fund & Funding Source							
4								
5		Project		Funding	Fund			
6	Description	Head	Department	Source	Responsible	FY15	FY16	FY17
351	Emergency Sewer Repairs	Stoneback	Utilities	Sewer	Sewer	75,000	75,000	75,000
352	Stormwater Management Improvements	Stoneback	Utilities	Sewer	Sewer	270,000	280,000	290,000
353	Sewer Repairs on Street Improvements	Stoneback	Utilities	Sewer	Sewer	195,000	205,000	215,000
354	SUBTOTAL					1,075,000	1,115,000	1,155,000
355								
356								
357	Large Diameter Sewer Rehabilitation	Stoneback	Utilities	IEPA	Sewer	-	1,672,000	1,564,000
358	SUBTOTAL					-	1,672,000	1,564,000
359								
360								
365	TOTAL - ALL FUNDS					49,547,790	41,187,000	48,390,000
366								

	A	L	M	N	O	P	Q	R	S
1	City of Evanston								
2	Recommended 2014-2017 Capital Projects								
3	Capital Improvement Plan (CIP) Summary								
4		Approved	Year-End Est.	Carryover Est.	New	Total			
5	Description	FY13	FY13	FY14	FY14	FY14	FY15	FY16	FY17
6	CIP Summary - By Category								
7									
8	Facilities								
9	Parks and Recreation	2,703,000	583,550	1,746,450	1,554,500	3,300,950	8,615,000	2,310,000	9,990,000
10	Community Centers	2,079,058	1,707,500	73,070	750,000	823,070	2,530,000	2,270,000	1,600,000
11	City Facilities	1,561,293	861,393	499,900	2,560,000	3,059,900	1,755,000	715,000	800,000
12	Parking Garages and Lots	3,685,000	2,296,300	1,102,000	3,423,000	4,525,000	3,060,000	670,000	250,000
13	Total - Facilities	10,028,351	5,448,743	3,421,420	8,287,500	11,708,920	15,960,000	5,965,000	12,640,000
14									
15	Right-of-Way								
16	Streets	10,383,000	7,113,000	2,160,000	10,663,582	12,823,582	18,469,790	3,750,000	7,950,000
17	Sidewalks	385,800	125,000	260,800	400,000	660,800	250,000	250,000	250,000
18	Traffic Signals	145,000	94,000	51,000	219,000	270,000	1,693,000	250,000	250,000
19	Signage	460,000	56,000	175,000	200,000	375,000	250,000	250,000	250,000
20	Lighting	829,000	469,000	-	525,000	525,000	225,000	225,000	305,000
21	Total - Right-of-Way	12,202,800	7,857,000	2,646,800	12,007,582	14,654,382	20,887,790	4,725,000	9,005,000
22									
23	Utilities								
24	Water Distribution	4,755,700	4,125,000	-	3,350,000	3,350,000	4,535,000	8,245,000	12,351,000
25	Water Plant	4,335,000	2,275,000	2,385,000	4,435,000	6,820,000	6,200,000	18,990,000	8,975,000
26	Sewer	5,632,500	5,320,500	-	3,410,000	3,410,000	1,490,000	2,787,000	4,944,000
27	Total - Utilities	14,723,200	11,720,500	2,385,000	11,195,000	13,580,000	12,225,000	30,022,000	26,270,000
28									
29	Other								
30	Technology	716,000	521,000	220,000	130,000	350,000	-	-	-
31	General Economic Development	1,650,000	-	-	-	-	-	-	-
32	General Engineering Services	475,000	475,000	-	475,000	475,000	475,000	475,000	475,000
33	Total - Other	2,841,000	996,000	220,000	605,000	825,000	475,000	475,000	475,000
34									
35	Grand Total - All Projects	39,795,351	26,022,243	8,673,220	32,095,082	40,768,302	49,547,790	41,187,000	48,390,000

	A	L	M	N	O	P	Q	R	S
1	City of Evanston								
2	Recommended 2014-2017 Capital Projects								
3	Facilities Projects Summary								
4		Approved	Year-End Est.	Carryover Est.	New	Total			
5	Description	FY13	FY13	FY14	FY14	FY14	FY15	FY16	FY17
6									
7	PARKS AND RECREATION:								
8	Ackerman Park HVAC and Exhaust Upgrade	-	-	-	-	-	10,000	-	-
9	Park and Facilities Contingency Account	-	-	-	636,500	636,500	-	-	-
10	Baker Park				100,000	100,000			
11	Baker Park HVAC Upgrade	-	-	-	-	-	-	10,000	-
12	Bent Park HVAC Upgrade	-	-	-	-	-	-	-	10,000
13	Cartwright Park Renovations	-	-	-	-	-	590,000	-	-
14	Cultural Arts Master Plan	-	-	-	-	-	125,000	-	-
15	Currey Park Renovations	-	-	-	-	-	200,000	-	-
16	Firemen's Park Renovations	310,000	280,000	-	-	-	-	-	-
17	Fitzsimons Park Renovations	-	-	-	-	-	300,000	-	-
18	Foster Field Athletic Field Renovations	-	-	-	-	-	450,000	-	-
19	Grey Park Renovations	60,000	3,550	56,450	-	56,450	-	-	-
20	Independence Park Renovations	-	-	-	-	-	100,000	700,000	-
21	James Park Field House Washroom Renovations	-	-	-	-	-	150,000	-	-
22	James Park Renovations	-	-	-	-	-	1,100,000	500,000	5,500,000
23	Ladd Arboretum Bike Path Renovations	602,000	-	110,000	-	110,000	615,000	-	-
24	Lakefront - Arts Center Coach House Renovations	-	-	-	-	-	-	-	550,000
25	Lakefront - Arts Center Renovations	-	150,000	-	-	-	100,000	-	830,000
26	Lakefront - Beach House Plumbing Repairs	-	-	-	-	-	35,000	-	-
27	Lakefront - Boat Ramp Renovations	350,000	-	350,000	200,000	550,000	-	-	-
28	Lakefront - Clark Street Beach Access Boardwalk	-	-	-	-	-	435,000	-	-
29	Lakefront - Clark Street Beach Bird Habitat	-	-	-	173,000	173,000	-	-	-
30	Lakefront - Dempster Street Boat Launch Ramp Replacement	-	-	-	-	-	100,000	-	-
31	Lakefront - Dempster Street Boat Rack Installations	-	-	-	75,000	75,000	-	-	-
32	Lakefront - Dog Beach Breakwall Installation	-	-	-	-	-	-	-	1,000,000
33	Lakefront - Fog / Signal Houses Renovations	-	-	-	-	-	800,000	-	-
34	Lakefront - Garden Park Renovations	-	-	-	-	-	375,000	-	-
35	Lakefront - Greenwood Street Beach Entry Facility	-	-	-	-	-	-	-	1,500,000
36	Lakefront - Lagoon Area Improvements	1,170,000	70,000	1,100,000	275,000	1,375,000	-	-	-
37	Lakefront - Lagoon Building Furnace Replacement	-	-	-	-	-	-	-	-
38	Lakefront - Pedestrian Path Reconstruction	-	-	-	-	-	700,000	-	-
39	Larimer Park Renovations	-	-	-	-	-	-	600,000	-
40	Leahy Park Shelter Renovations	-	-	-	-	-	30,000	-	-
41	McCulloch Park Renovations	-	-	-	-	-	700,000	-	-
42	Neighborhood Public Art Program	-	-	-	75,000	75,000	-	-	-
43	Penny Park Renovations	130,000	-	130,000	20,000	150,000	-	-	-
44	Philbrick Park Renovations	-	-	-	-	-	-	-	500,000
45	Playgrounds Equipment at Lakefront Beaches	-	-	-	-	-	100,000	100,000	100,000
46	Public Art Bike Rack Program	-	-	-	-	-	100,000	-	-
47	Sherman Public Art	81,000	80,000	-	-	-	-	-	-
48	Southwest Park Renovations	-	-	-	-	-	-	400,000	-
49	St. Paul's Park Renovations	-	-	-	-	-	1,500,000	-	-
50	SUBTOTAL - PARKS AND RECREATION	2,703,000	583,550	1,746,450	1,554,500	3,300,950	8,615,000	2,310,000	9,990,000
51									

	A	L	M	N	O	P	Q	R	S
1	City of Evanston								
2	Recommended 2014-2017 Capital Projects								
3	Facilities Projects Summary								
4		Approved	Year-End Est.	Carryover Est.	New	Total			
5	Description	FY13	FY13	FY14	FY14	FY14	FY15	FY16	FY17
52	COMMUNITY CENTERS:								
53	Chandler Center Study / Minor Projects	-	-	-	250,000	250,000	-	1,550,000	-
54	Crown Center Minor Projects	50,000	48,500	-	50,000	50,000	50,000	50,000	-
55	Crown Center Partnership Study	73,070	-	73,070	-	73,070	-	-	-
56	Crown Center Refridgerant System Reconstruction				-	-			
57	Crown Center Renovations	-	-	-	-	-	2,000,000	320,000	-
58	Ecology Center Greenhouse Reconstructions (Carryover Portion)	115,000	-	-	-	-	-	-	-
59	Ecology Center Renovations	71,988	-	-	100,000	100,000	30,000	-	-
60	Fleetwood-Jourdain Study / Minor Improvements	85,000	85,000	-	250,000	250,000	-	-	-
61	Levy Center Renovations	270,000	270,000	-	100,000	100,000	450,000	350,000	80,000
62	Noyes Center Renovations	-	-	-	-	-	-	-	1,520,000
63	Noyes Center Roof	1,254,000	1,254,000	-	-	-	-	-	-
64	Noyes Center Seat Replacements	160,000	50,000	-	-	-	-	-	-
65	SUBTOTAL - COMMUNITY CENTERS	2,079,058	1,707,500	73,070	750,000	823,070	2,530,000	2,270,000	1,600,000
66									
67	CITY FACILITIES:								
68	Animal Shelter Renovations	-	-	-	120,000	120,000	330,000	-	-
69	Strategic Plan Capital Studies (Facilities, Infrastructure, Asset Appraisal)	-	-	-	300,000	300,000			
70	MWRD Grant Funded Projects	-	-	-	850,000	850,000			
71	Civic Center Boiler Building Renovations	-	-	-	120,000	120,000	-	140,000	-
72	Civic Center Renovations	415,000	415,000	-	-	-	-	-	-
73	Civic Center Security Improvements				300,000	300,000			
74	Collector's Office Renovations	75,000	-	75,000	210,000	285,000	-	-	-
75	Facilities Capital Improvement Contingency	-	-	-	250,000	250,000			
76	Fire Station #2 Renovations	53,000	53,000	-	360,000	360,000	-	-	-
77	Fire Station #3 Renovations	-	-	-	-	-	350,000	-	-
78	Fire Station #4 Renovations	86,293	86,293	-	-	-	140,000	-	75,000
79	Main Library Renovations	200,000	-	-	-	-	-	-	-
80	Metra Station Heating Control Replacements	10,000	-	10,000	-	10,000	-	-	-
81	New Salt Dome and Service Center Storage	410,000	30,000	380,000	-	380,000	100,000	-	-
82	Police - Fire Headquarters Renovations	175,000	175,000	-	50,000	50,000	160,000	-	-
83	Police 1st Floor Conference Room Renovation	62,000	62,000	-	-	-	-	-	-
84	Service Center Renovations	75,000	40,100	34,900	-	34,900	675,000	575,000	725,000
85	Service Center Storage Buildings				-	-			
86	SUBTOTAL - CITY FACILITIES	1,561,293	861,393	499,900	2,560,000	3,059,900	1,755,000	715,000	800,000

	A	L	M	N	O	P	Q	R	S
1	City of Evanston								
2	Recommended 2014-2017 Capital Projects								
3	Facilities Projects Summary								
4		Approved	Year-End Est.	Carryover Est.	New	Total			
5	Description	FY13	FY13	FY14	FY14	FY14	FY15	FY16	FY17
87									
88	PARKING GARAGES AND LOTS:								
89	717 Howard Street Parking Lot Development	-	-	-	450,000	450,000			
90	Church and Darrow Parking Lot - Mini Park	440,000	-	-	-	-	-	-	-
91	Citywide Parking Meter Upgrades	1,000,000	844,000	250,000	-	250,000	-	-	-
92	McDaniel Diagonal Parking (Crain St. to Cul-De-Sac)	75,000	75,000	-	-	-	-	-	-
93	New Parking Access & Revenue Control System - DT Prk Garages	-	-	-	1,100,000	1,100,000			
94	Maple Garage Storefront Improvements	-	-	-	150,000	150,000			
95	Parking Garages - Capital Maintenance	-	-	-	-	-	-	-	-
96	Parking Garages - Capital Maintenance - Church	680,000	156,000	524,000	886,000	1,410,000	770,000	140,000	-
97	Parking Garages - Capital Maintenance - Maple	330,000	62,000	268,000	502,000	770,000	880,000	140,000	-
98	Parking Garages - Capital Maintenance - Sherman	200,000	799,300	-	135,000	135,000	1,160,000	140,000	-
99	Parking Lot 4 Improvements	540,000	360,000	60,000	-	60,000	-	-	-
100	Resurfacing of City Owned Surface Lots	420,000	-	-	200,000	200,000	250,000	250,000	250,000
101	SUBTOTAL - PARKING GARAGES AND LOTS	3,685,000	2,296,300	1,102,000	3,423,000	4,525,000	3,060,000	670,000	250,000
102									
103									
104	TOTAL - FACILITIES PROJECTS	<u>10,028,351</u>	<u>5,448,743</u>	<u>3,421,420</u>	<u>8,287,500</u>	<u>11,708,920</u>	<u>15,960,000</u>	<u>5,965,000</u>	<u>12,640,000</u>
105									

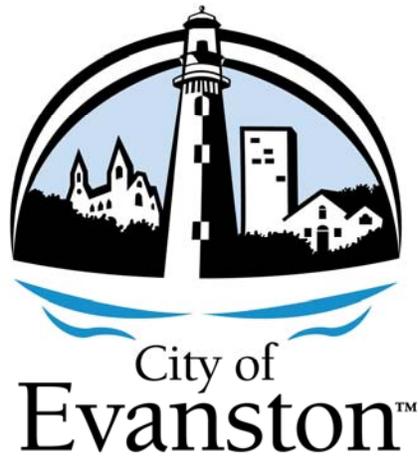
	A	L	M	N	O	P	Q	R	S
1	City of Evanston								
2	Recommended 2014-2017 Capital Projects								
3	Right-of-Way Project Summary								
4		Approved	Year-End Est.	Carryover Est.	New	Total			
5	Description	FY13	FY13	FY14	FY14	FY14	FY15	FY16	FY17
6									
7	STREETS:								
8	Alley Maintenance	125,000	125,000	-	-	-	-	-	-
9	Alley Paving	481,000	481,000	-	700,000	700,000	500,000	500,000	500,000
10	Bike Plan Update	-	-	-	125,000	125,000			
11	Bike Stations City Portion	-	-	-	120,000	120,000			
12	Bridge Rehab Isabella Phase II Design & Construction	50,000	-	50,000	150,000	200,000		-	-
13	Bridge Street Bridge Construction - McCormick to Brown	100,000	-	100,000	2,300,000	2,400,000	-	-	-
14	Bridge Street Bridge Phase III - Construction Engineering	200,000	150,000	50,000	40,000	90,000	-	-	-
15	Central Street Resurfacing	630,000	630,000	-	-	-	-	-	-
16	Chicago Ave Utility Improvements / Streetscape (Davis to Church)	-	-	-	-	-	865,000	-	-
17	Davis Street Streetscape - Benson to Chicago - Repaving	1,300,000	1,200,000	100,000	-	100,000	-	-	-
18	Davis Streetscape / Resurfacing / Bike Lane - Asbury - Dodge	-	-	-	300,000	300,000	-	-	-
19	Davis Streetscape / Resurfacing / Bike Lane - Ridge to Benson	1,197,000	797,000	400,000	-	400,000	-	-	-
20	Dodge Avenue Protected Bike Lane - Howard to Church	-	-	-	600,000	600,000	50,000	-	-
21	Dodge Avenue Streetscape (Dempster to Lake)	360,000	-	-	-	-	360,000	-	-
22	ETHS/Church St Bike Path				250,000	250,000			
23	Fountain Square Reconstruction	-	-	-	300,000	300,000	3,000,000	-	-
24	Grove Street - Maple Avenue to Sherman Avenue	-	-	-	-	-	600,000	-	-
25	Howard Street - Target Access Drive Improvements	1,400,000	150,000	500,000	-	500,000	-	-	-
26	Improvements to CTA Tracks	-	-	-	-	-	300,000	-	4,200,000
27	Isabella/Sheridan Rehabilitation Project (Wilmette Reimbursement)	190,000	-	190,000	280,000	470,000	-	-	-
28	Main (Sherman to Hinman) Streetscape and Resurfacing	-	-	-	-	-	1,700,000	-	-
29	Neighborhood Traffic Calming & Pedestrian/Bike Accommodations	-	-	-	50,000	50,000	50,000	50,000	50,000
30	Orrington Avenue Improvements	-	-	-	-	-	1,400,000	-	-
31	Emerson/Ridge/Green Bay Intersection	250,000	80,000	170,000	174,000	344,000	1,729,000	-	-
32	Safe Routes to School Improvements	-	-	-	249,862	249,862			
33	Sheridan Road / Chicago Avenue ITEP Grant				800,000	800,000			
34	Sheridan Road Improvement Project (Emerson to North City Limits)	-	-	-	250,000	250,000	2,700,000	-	-
35	Sheridan-Chicago Bike Path Phase I, II Engineering and Construction	-	-	-	249,720	249,720	1,615,790		
36	Sheridan Road - IDOT Payment		83,000						
37	Sherman Avenue - Lake Street to Grove Street	-	-	-	-	-	-	-	-
38	Street Furniture Package	-	-	-	-	-	150,000	-	-
39	Street Resurfacing - CIP	2,700,000	2,017,000	600,000	2,325,000	2,925,000	1,800,000	1,800,000	1,800,000
40	Street Resurfacing - MFT	1,400,000	1,400,000	-	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000
41	Traffic Configuration - Dempster / Dodge	-	-	-	-	-	250,000	-	-
42	SUBTOTAL - STREETS	10,383,000	7,113,000	2,160,000	10,663,582	12,823,582	18,469,790	3,750,000	7,950,000

	A	L	M	N	O	P	Q	R	S
1	City of Evanston								
2	Recommended 2014-2017 Capital Projects								
3	Right-of-Way Project Summary								
4		Approved	Year-End Est.	Carryover Est.	New	Total			
5	Description	FY13	FY13	FY14	FY14	FY14	FY15	FY16	FY17
43									
44	SIDEWALKS:								
45	50 / 50 Sidewalk Replacement Program	125,000	125,000	-	250,000	250,000	100,000	100,000	100,000
46	Block, Curb, Sidewalk & ADA Ramps	85,800	-	85,800	50,000	135,800	150,000	150,000	150,000
47	Central Street Sidewalk - Eastwood to Hartrey Design	175,000	-	175,000	100,000	275,000	-	-	-
48	SUBTOTAL - SIDEWALKS	385,800	125,000	260,800	400,000	660,800	250,000	250,000	250,000
49									
50	TRAFFIC SIGNALS:								
51	CMAQ Chicago Avenue Signal Improvement Reimbursement		-	-	60,000	60,000			Tr
52	Dempster Signal Phase I Engineering	94,000	94,000		-	-	-	-	-
53	Dempster Signals Phase II & III and Construction Engineering	51,000	-	51,000	59,000	110,000	967,000		Tr
54	Sheridan Road Signal Upgrade Project (Main to Burnham)	-	-	-	100,000	100,000	726,000	-	-
55	Traffic Signal Modernization		-	-		-		250,000	250,000
56	SUBTOTAL - TRAFFIC SIGNALS	145,000	94,000	51,000	219,000	270,000	1,693,000	250,000	250,000
57									
58	SIGNAGE:								
59	Comprehensive Sign Package	460,000	56,000	175,000	200,000	375,000	250,000	250,000	250,000
60	SUBTOTAL - SIGNAGE	460,000	56,000	175,000	200,000	375,000	250,000	250,000	250,000
61									
62	LIGHTING								
63	Church Street Streetlights - Darrow to Pitner	85,000	85,000	-	-	-	-	-	-
64	City Works Sign, Signal, Street Light and Tree Inventory & Upgrade	55,000	-	-	250,000	250,000	-	-	-
65	Civic Center Parking Lot Lighting	130,000	-	-	-	-	-	-	-
66	ETHS/Dodge Ave Pedestrian Light Improvement				100,000	100,000			
67	Flag Pole Lighting	-	-	-	-	-	-	-	80,000
68	Pedestrian Lighting	175,000	-	-	-	-	-	-	-
69	Pedestrian Safety, Pavement Marking, Streetlight Improvements	275,000	275,000	-	150,000	150,000	150,000	150,000	150,000
70	SNAP Lighting	59,000	59,000	-	25,000	25,000	75,000	75,000	75,000
71	Street Light Improvements		-	-	-	-	-	-	-
72	Street Lights - Chicago Avenue / Kedzie / AMLI	50,000	50,000	-	-	-	-	-	-
73	SUBTOTAL - LIGHTING	829,000	469,000	-	525,000	525,000	225,000	225,000	305,000
74									
75									
76	TOTAL - RIGHT-OF-WAY	<u>12,202,800</u>	<u>7,857,000</u>	<u>2,646,800</u>	<u>12,007,582</u>	<u>14,654,382</u>	<u>20,887,790</u>	<u>4,725,000</u>	<u>9,005,000</u>

	A	L	M	N	O	P	Q	R	S
1	City of Evanston								
2	Recommended 2014-2017 Capital Projects								
3	Utilities Project Summary								
4		Approved	Year-End Est.	Carryover Est.	New	Total			
5	Description	FY13	FY13	FY14	FY14	FY14	FY15	FY16	FY17
6									
7	WATER DISTRIBUTION:								
8	30" Feeder Main Replacement	-	-			-	-	3,800,000	3,410,000
9	Chicago Ave Watermain only					-	235,000		
10	Chicago Avenue Water Main Replacement					-		680,000	
11	Church Street Watermain Replacement	-	-	-	-	-	-	-	490,000
12	Concrete Water Main Testing	-	-	-	-	-	-	150,000	-
13	Custer Avenue Water Main Replacement					-			140,000
14	Davis Street Streetscape - Benson to Chicago - Utility Improvements	1,025,000	1,025,000	-	-	-	-	-	-
15	Davis Street Watermain Replacement	630,700	-	-	-	-	-	-	-
16	Howard Street Water Main Replacement (No Resurface)	-	-	-	427,500	427,500	-	-	-
17	Main (Sherman to Hinman) Watermain	-	-	-	-	-	780,000	-	-
18	Orrington Ave. Watermain (Davis to Church)			-		-	230,000	-	-
19	Pitner Avenue Large Diameter Water Main Lining	-	-	-	-	-	290,000		
20	Sherman Avenue Water Main Replacement	-	-	-	-	-	-	225,000	-
21	Sherman Avenue Water Utility Improvements / Street Resurfacing					-			675,000
22	South Standpipe Storage Shed Rehab	-	-	-	-	-	-	-	50,000
23	Washington Street Water Main Replacement					-	-		145,000
24	Water Main Replacement	3,100,000	3,100,000	-	2,922,500	2,922,500	3,000,000	3,390,000	3,490,000
25	Water Main Replacement - between Church and Dempster			-	-	-	-	-	1,195,000
26	Water Main Replacement - Church St and north			-	-	-	-	-	2,034,000
27	Water Main Replacement - Dempster St and south			-	-	-	-	-	722,000
28	SUBTOTAL - WATER DISTRIBUTION	4,755,700	4,125,000	-	3,350,000	3,350,000	4,535,000	8,245,000	12,351,000
29									

	A	L	M	N	O	P	Q	R	S
1	City of Evanston								
2	Recommended 2014-2017 Capital Projects								
3	Utilities Project Summary								
4		Approved	Year-End Est.	Carryover Est.	New	Total			
5	Description	FY13	FY13	FY14	FY14	FY14	FY15	FY16	FY17
30	WATER PLANT:								
31	48" Intake Improvement and Zebra Mussel Control	1,370,000	100,000	1,270,000	630,000	1,900,000	-	-	-
32	AMR Radio Transmitter Replacement	1,800,000	1,600,000	200,000	600,000	800,000	-	-	-
33	Chemical Storage Tank Repairs and Lining	-	-	-	-	-	-	-	250,000
34	Chlorination Equipment Replacement	250,000	50,000	200,000	-	200,000	-	-	-
35	Concrete Structure Rehabilitation	-	-	-	-	-	-	500,000	1,300,000
36	Filter Freight Elevator and Controls Rehab	-	-	-	-	-	-	-	150,000
37	Filter Wash Water Valve Replacement	-	-	-	40,000	40,000	-	-	-
38	Filter Workshop Sprinkler System	-	-	-	-	-	-	-	150,000
39	Finished Water Reservoir	-	-	-	-	-	2,000,000	18,075,000	6,025,000
40	Finished Water Reservoir Study	-	-	-	100,000	100,000	-	-	-
41	Laboratory HVAC Replacement	-	-	-	-	-	-	90,000	300,000
42	Low Lift 4/5/6 - Pump & Motor Replace	-	-	-	-	-	-	-	125,000
43	Masonry Evaluation and Tuckpointing	30,000	-	30,000	250,000	280,000	-	-	-
44	Master Meter and Chemical Feed Improvements	575,000	55,000	520,000	430,000	950,000	-	-	-
45	Plant Reliability Improvements	-	-	-	500,000	500,000	2,650,000	-	-
46	Rate of Flow and Loss of Head Transmitters	85,000	85,000	-	-	-	-	-	-
47	Roof Improvement Projects	175,000	10,000	165,000	585,000	750,000	-	25,000	400,000
48	SCADA System Improvements	-	325,000	-	-	-	-	250,000	-
49	Security Equipment	50,000	50,000	-	50,000	50,000	50,000	50,000	50,000
50	Standpipe Painting and Mixing Equipment	-	-	-	1,250,000	1,250,000	1,500,000	-	-
51	Transformer Room Electrical Improvements	-	-	-	-	-	-	-	150,000
52	Wash Water Pumps Rehabilitation	-	-	-	-	-	-	-	75,000
53	SUBTOTAL - WATER PLANT	4,335,000	2,275,000	2,385,000	4,435,000	6,820,000	6,200,000	18,990,000	8,975,000
54									
55	SEWER:								
56	CIPP Sewer Rehabilitation	500,000	500,000	-	515,000	515,000	535,000	555,000	575,000
57	Cleveland Street (extended) Sewer Rehabilitation (Channel to Pitner)	580,000	469,000	-	-	-	-	-	-
58	Custer Avenue Relief Sewer Extension	-	-	-	-	-	-	-	140,000
59	Davis Street Sewer (If No IEPA Loan)	130,000	129,000	-	-	-	-	-	-
60	Davis Street Sewer Improvements - MWRD	822,500	822,500	-	-	-	-	-	-
61	Dodge Avenue Large Diameter Sewer Rehabilitation	-	-	-	-	-	195,000	-	-
62	Emergency Sewer Repairs	75,000	75,000	-	75,000	75,000	75,000	75,000	75,000
63	Large Diameter Sewer Rehabilitation	3,100,000	2,900,000	-	2,190,000	2,190,000	-	1,672,000	1,564,000
64	Large Diameter Sewer Rehabilitation (TIF)	-	-	-	-	-	-	-	1,456,000
65	Sewer Repairs on Street Improvements	175,000	175,000	-	185,000	185,000	195,000	205,000	215,000
66	Small Diameter Sewer Rehabilitation (Chicago-Main TIF)	-	-	-	185,000	185,000	220,000	-	-
67	Small Diameter Sewer Rehabilitation (Washington TIF)	-	-	-	-	-	-	-	629,000
68	Small Diameter Sewer Rehabilitation (West Evanston TIF)	-	-	-	-	-	-	-	-
69	Stormwater Management Improvements	250,000	250,000	-	260,000	260,000	270,000	280,000	290,000
70	SUBTOTAL - SEWER	5,632,500	5,320,500	-	3,410,000	3,410,000	1,490,000	2,787,000	4,944,000
71									
72									
73	TOTAL - UTILITIES	14,723,200	11,720,500	2,385,000	11,195,000	13,580,000	12,225,000	30,022,000	26,270,000

	A	L	M	N	O	P	Q	R	S
1	City of Evanston								
2	Recommended 2014-2017 Capital Projects								
3	Other Project Summary								
4		Approved	Year-End Est.	Carryover Est.	New	Total			
5	Description	FY13	FY13	FY14	FY14	FY14	FY15	FY16	FY17
6									
7	TECHNOLOGY:								
8	City Council Chambers Camera System	-	25,000			-			
9	Dual Factor Authentication (2FA) Software	-	-	-	20,000	20,000	-	-	-
10	Emergency Alert System	120,000	-	120,000	110,000	230,000	-	-	-
11	New World Financial Software Licensing & Implementation	596,000	496,000	100,000	-	100,000	-	-	-
12	SUBTOTAL - TECHNOLOGY	716,000	521,000	220,000	130,000	350,000	-	-	-
13									
14	GENERAL ECONOMIC DEVELOPMENT:								
15	Church and Dodge Development	350,000	-	-	-	-	-	-	-
16	Economic Development - CIP for City-Owned Building at 623 Howard St.	200,000	-	-	-	-	-	-	-
17	Economic Development - CIP for City-Owned Building at 727 Howard St.	600,000	-	-	-	-	-	-	-
18	Economic Development - General Funding Assistance	-	-	-	-	-	-	-	-
19	Economic Development - Outlot Development	500,000	-	-	-	-	-	-	-
20	West Evanston Planning	-	-	-	-	-	-	-	-
21	SUBTOTAL - GENERAL ECONOMIC DEVELOPMENT	1,650,000	-	-	-	-	-	-	-
22									
23	GENERAL ENGINEERING SERVICES:								
24	Engineering Services	475,000	475,000	-	475,000	475,000	475,000	475,000	475,000
25	SUBTOTAL - GENERAL ENGINEERING SERVICES	475,000	475,000	-	475,000	475,000	475,000	475,000	475,000
26									
27									
28	TOTAL - OTHER PROJECTS	<u>2,841,000</u>	<u>996,000</u>	<u>220,000</u>	<u>605,000</u>	<u>825,000</u>	<u>475,000</u>	<u>475,000</u>	<u>475,000</u>



PART VII

**COMPREHENSIVE
PERFORMANCE
MEASUREMENT**

City of Evanston

Comprehensive Performance Measurement

The following Comprehensive Performance Measurement (CPM) Report has been created in accordance with the City Council's goal of improving the "Efficiency and Effectiveness of Services." In creating these metrics, Departments have identified performance measures for benchmarking the efficiency and effectiveness of City operations and service provision to the public. These performance measures aim to capture all major operational activities of the organization and yield meaningful and actionable information which can be utilized by the City Council, managerial staff, residents, and other community stakeholders. The implementation of the CPM Report will provide the City Council and public with a simplified tool for quickly and easily assessing the effectiveness of City service provision.

			2013 Mid-year Actual	2013 Yearend Target	2014 Target	Target on Track
City Manager's Office						
1	Sustainability	Total energy savings Citywide during a specific period of time calculated in terms of kWh and Therms	1,800,000 kWh; 0 Therms	25,000 kWh; 150,000 Therms	25,000 kWh; 150,000 Therms	NO
2	Sustainability	Annual grant funding secured.	\$555,456.00	\$100,000	\$100,000	YES
3	Community Engagement	Number of service requests received by 311 Staff	10,927	20,500	20,500	NO
4	Community Engagement	Number of administrative services assumed by 311.	3	2	2	YES
5	Community Engagement	Change in number of subscribers to City communication channels annually.	11,701	24,000	30,000	NO
6	Community Engagement	Number of citizen engagement events and/or activities.	139	72	80	YES
Law						
7	Ordinance Prosecution	Ordinance cases prosecuted during a specified period of time (animal, aggressive panhandling, curfew, disorderly conduct).	185	350	400	Yes
8	Traffic Prosecution	Traffic prosecution cases during a specific period of time, including percentage of successful prosecutions.	1,170 total cases (83% successful prosecutions)	2,200 total cases	2,200 total cases	Yes
9	Ordinances and Resolutions	Ordinances and resolutions written and/or reviewed during a specific period of time.	136	240	240	Yes
10	Loss Minimization/Risk Management	Cases tried to verdict.	5	4	8	Yes
11	Administrative Adjudication	Number of administrative adjudication cases tried per year (including appeals).	17	35	40	Yes

City of Evanston

Comprehensive Performance Measurement

			2013 Mid-year Actual	2013 Yearend Target	2014 Target	Target on Track
Administrative Services						
12	Purchasing	Calendar days from requisition to purchase order (formal and informal bids).	2.53 business days	3 business days	3 business days	YES
13	Human Resources - Recruitment	Calendar days from requisition to hire/recruitment for internal and external hires.	80.69	60	60	NO
14	Human Resources - Satisfaction	Percentage of employees who rate training opportunities, work environment and quality of HR services as satisfactory.	Employee Satisfaction Survey is currently in process. Current satisfaction ratings and future targets will be included in the Adopted FY 2013 Budget document.			TBD
15	Human Resources - Retention	Length of time that employees maintain employment with City.	12	12	12	YES
16	Telephone System and Network Problem Resolution/Repair	Percentage of telephone system and network problems corrected within 48 hours during a specific period of time.	61.5%.	65%	65%	NO
17	Finance / Accounting	Total number of financial reporting documents published and/or certified during a specific period of time.	17	38	38	YES
18	Parking - Revenue	Number of parking tickets issued and parking-related revenue generated during a specific period of time.	Parking Tickets Issued through 6/30/2013: 40,736 Parking related revenue through 6/30/2013: \$4,190,200	Tickets: 95,000 Parking Related Revenue: \$9,500,000	Tickets: 95,000 Revenue: \$9,500,000	NO
19	Parking - Compliance	Number of e-mail and text alert subscribers for street cleaning notifications.	4,996	5,000	5,250	NO

City of Evanston

Comprehensive Performance Measurement

			2013 Mid-year Actual	2013 Yearend Target	2014 Target	Target on Track
Community Development						
20	Property Maintenance Compliance	Total inspections performed per 1,000 population.	No Longer Part of CED. Property Maintenance was moved to the Health Department as of January 1, 2013			
21	Property Maintenance Compliance	Percent of compliant rental units of the Housing Code Compliance Program within a calendar year.				
22	Plan Reviews	Average number of days to review Single Family & Accessory Structures and Commercial & Accessory Structures.	Residential: 14 Days Commercial: 24 Days	N/A	Residential: 14 Days Commercial : 24 Days	YES/NO
23	Planning & Zoning Reviews	Plan Commission: Average review time (days) of rezoning cases in committee.	90 days	N/A	120 days	YES
24	Planning & Zoning Reviews	Average review time for Subdivision cases	90 days	N/A	90 days	YES
25	Planning & Zoning Reviews	Plan Commission: Average review time (days) of Plan Unit Development cases in committee.	60 days	N/A	90 days	YES
26	Planning & Zoning Reviews	Zoning Board of Appeals: Average review time (days) of Variation & Special Use permit cases in committee.	30 days	N/A	30 days	YES
27	Planning & Zoning Reviews	Historic Preservation: Average review time (days) of Certificates of appropriateness cases in committee	30 days	N/A	30 days	YES
28	New Businesses	Number of new and closing businesses in Evans	24 new businesses opened	N/A	New Business Openings: 80 Businesses Closed: 35	NO
29	Affordable Housing Production/Rehab	Number of housing units (owner and rental) improved per \$100,000 of grant funding.	61	N/A	80	NO

City of Evanston

Comprehensive Performance Measurement

			2013 Mid-year Actual	2013 Yearend Target	2014 Target	Target on Track
Police						
30	Crime Rates	Benchmark of crime level against that of other communities.	-5.40%	TBD	TBD	TBD
31	Calls for Service	Number of police calls per 1,000 residential population compared with the percentage of dispatched police calls.	16,952	TBD	TBD	TBD
32	Peacekeeping and Domestic Quarrels	Number of domestic quarrels, referrals to Victim Services and follow-on services provided.	Domestic Quarrels 31 Referrals 140 Follow-on Services 85	TBD	TBD	TBD
33	Crimes Solved	Percentage of UCR (Uniform Crime Reports) Part I Crimes Cleared.		TBD	TBD	TBD
34	Response Time	Response time in minutes to Top Priority Calls.	2.55	TBD	TBD	TBD
35	Seizure Data	Benchmark of quantity of illicit drugs and firearms seized against that of other communities.	Firearms 73 Illicit Drugs 265	TBD	TBD	
36	FTE to Population	Sworn and civilian FTE's per 1,000.	3.08	TBD	TBD	TBD
37	Proactive Activities by the Problem Solving Team	Compare year-to-year volume and results in reduced in crime opportunities	1) Police Beat Meetings with every ward to inform the public on crime trends, quality of life issues, establishment of block/neighborhood groups and feedback from the community on how police are serving their respective areas. 2) Crime Prevention Tip webpage established to alert community members on recently reported crime patterns and how to reduce those from happening.			TBD
38	Complaints	Compare trendlines in citizen comments at Human Services Committee	26	TBD	TBD	TBD

City of Evanston

Comprehensive Performance Measurement

			2013 Mid-year Actual	2013 Yearend Target	2014 Target	Target on Track
Fire						
39	Response Time	Percentage of emergency fire calls with a response time of five minutes and under from dispatch to arrival on scene, compared with square miles served per fire Suppression Station, and compared with population density.	98%	95%	95%	YES
40	Fire Incidents	Fire Incidents confined to room of origin.	60%	65%	65%	NO
41	Injuries	Number of on the Job (OJI) related injuries per 100 members that resulted in time lost from duty in a 1 year period.	10	<5	<5	NO
42	Vehicle Accidents	Job related vehicle crashes, deemed preventable, per 100 members in a 1 year period.	3	<5	<5	YES
43	FTE to Population	Sworn and civilian FTE's per 1,000 population.	1.4	1.4	1.4	
44	EMS Response Time	Emergency responses (in seconds).	223	<240	<241	YES
45	Alarm Response Time	Turnout Time for emergency and non-emergency alarms.	E 45sec NE 78sec	E>70 NE>100	E 45sec NE 78sec	
46	Loss Minimization	Estimated property value preserved.	\$20,374,743	0	0	NO
Health						
47	Communicable Disease Epidemiological Investigations	Number of investigations and complaints.	617	755	800	Yes
48	Health Inspections	Number of restaurant, temporary food and farmer's market inspections.	623	1,600	1,600	Yes
49	Educational Outreach - Lead Poisoning	Track local trends in testing sites for lead, childhood blood lead screening rates, and incidence in childhood lead poisoning rates.	10	30	35	Yes
50	Vital Records	Number of birth and death certificates issued.	9,682	15,000	15,000	Yes

City of Evanston

Comprehensive Performance Measurement

			2013 Mid-year Actual	2013 Yearend Target	2014 Target	Target on Track
Public Works						
51	Waste Diversion	Total waste diversion rate.	21%	30%	30%	NO
52	Road Rehabilitation	Road Rehabilitation Expenditures per paved lane mile.	\$647,730	Same	\$752,062	YES
53	Timely Capital Improvements	Percentage of capital improvement projects on time and under budget.	On Target	Completed	Under Development	YES
54	Resident Satisfaction	Survey of residents impacted by all Public Works projects.	Very Satisfied	Satisfied	Satisfied	YES
55	Time to complete maintenance and minor repairs	Percentage of minor vehicle repairs completed within 2 days and percent of preventative maintenance completed within 30 days of due date.	Minor Repairs = 96%, P.M.'s = 94%	Minor Repairs = 95%, P.M.'s = 95%	Minor Repairs = 95%, P.M.'s = 95%	Yes
56	Cost of maintenance and minor repairs	Average maintenance and repair cost per vehicle.	\$2,824.00 based on all units (348)	\$5,648.00 based on all units (348)	\$5,000.00 based on all units (348)	YES
57	Snow Removal	Snow and ice control expenditures per capita compared with inches of snowfall.	\$8.99 Per Capita - 26.5"	\$8.99 Per Capita - 26.5"	\$7.90 Per Capita - 38"	YES
58	Timely waste and recycling collection	Percent of residential and commercial waste and recycling picked up on schedule.	99.00%	98%	98%	YES
59	Residential Street Sweeping	Street-sweeping expenditures per linear mile swept.	\$4,298 Per Mile	\$4,298 Per Mile	\$4,298 Per Mile	YES

City of Evanston

Comprehensive Performance Measurement

			2013 Mid-year Actual	2013 Yearend Target	2014 Target	Target on Track
Parks, Recreation and Community Services						
60	Youth Employment	Percentage of applicants for youth employment and vocational training opportunities who received such opportunities.	46%	274 Youth Hired 20 Vocational Program	352	NO
61	Facilities Management	Total number and response time of completing in-house work orders.	1455	2179	2200	YES
62	Forestry Response	Total number and response time of completing Forestry Division requests.	698/12 days	1,500/15 days	1,500/15 days	NO
63	Recreation User Activity	Evaluate total program participation and recreation services by age and Ward.	Data collection period runs through November 2013	Historical Comparison between 2012 and 2013	TBD	TBD
64	Youth Engagement	Evaluate employee and employer satisfaction with youth employment programs.	2013 Program runs through end of August	93%	95%	TBD
65	Park Attendance	Attendance at PR&CS special events and park permits	8,393	46,000	47,100	NO
66	Park User Experience	User survey of facility conditions, safety and cleanliness.	Park and facility user survey to be distributed in fall 2013.	80% satisfaction	85% satisfaction	TBD
67	The Arts	Number of functional aspects added to evanstonartsbuzz.com web site	Arts organizations and events planners have been provided access to template form for inputting event information on their own. A features article page was added to provide opportunities for more in-depth event promotion than a simple calendar listing.	Evanston Arts Council compiled a wish list of functional enhancements to the evanstonartsbuzz.com site, in consultation with leaders of local arts organizations.	Continue to focus on marketing efforts to drive traffic to the newly enhanced arts site.	Functionalities will be added to the online arts site, which may include a message board; classified ads for auditions, job openings, studio availability, etc.; a link for posting performance reviews and photos; Google maps identifying arts venues; an interactive public art map; useful arts links; etc. Focus on marketing efforts to drive traffic to the newly enhanced arts site.

City of Evanston

Comprehensive Performance Measurement

			2013 Mid-year Actual	2013 Yearend Target	2014 Target	Target on Track
Library						
68	Customer Satisfaction	Percentage of citizens who rated library service as satisfactory.	96%	96%	97%	Yes
69	Customer Service	Percentage of library users who rated the helpfulness and the general attitude of library staff as satisfactory.	97%	97%	98%	Yes
70	Collection	Percentage of library users who rated the availability of library materials as satisfactory.	91%	91%	93%	Yes
71	Circulation	Number of items circulated per resident.	6.8	13.4	14.7	Yes
72	Purchasing Costs	Number of dollars spent for materials acquisition per resident.	\$8.31	\$8.50	\$8.75	Yes
73	Facility Usage	Number of meeting room requests and estimated attendees.	4,025/26,605	7,821/51,761	8,212/52,796	Yes
74	Second Visits	Number of library program participants that enroll in additional programs.	Survey results show that 70% of respondents visit the library in person at least once per month.	70% return visits at least once per month.	75%	Yes
75	Outreach Effectiveness	Surveys gathering information on how they learned about programs.	E-newsletter, library displays, word of mouth	Expand use of social media including Facebook, Twitter and E-newsletter	Conduct another user survey April, 2014 to track changes	Yes

City of Evanston

Comprehensive Performance Measurement

			2013 Mid-year Actual	2013 Yearend Target	2014 Target	Target on Track
Utilities						
76	Reliable Distribution	Number of customers experiencing an unscheduled disruption of service.	458	720	720	YES
77	Water Complaints	Number of customer complaints for water's technical quality.	54	100	100	YES
78	Sewer Complaints	Number of customer complaints for sewers' technical quality (seepage, backups, overflows, etc.).	332	200	200	NO
79	Employee Health and Safety	Benchmark days lost from work due to illness or injury again.	3.5	3.6	3.6	YES
80	Regulatory Compliance	Number of EPA regulatory violations.	0	0	0	YES
81	Water Main Failure Rate	Number of known breaks/leaks per mile of water main.	0.2	0.3	0.3	YES
82	Water Sales	Millions of gallons of water sold to outside communities.	5,141	11,500	11,500	NO



PART VIII

GLOSSARY

Glossary

ACCRUAL BASIS: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of estimated cash flows.

ACCRUED EXPENSES: Expenses incurred but not due until a later date.

ACTIVITY: A specified and distinguishable line of work performed by a Division.

AFSCME: American Federation of State, County and Municipal Employees, a labor union representing some City of Evanston employees.

ALERTS: Allows officers access to driver's license, registration, warrant and other computerized law enforcement data. The ALERTS system also provides for inter-car communications via in-car data terminals.

ASSESSED VALUATION: A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the Cook County Assessor's Office.)

AUDIT: An examination of an organizations' financial statements and the utilization of resources.

BOCA: Building Officials and Code Administrators International, an organization that writes the guidelines for basic community building codes.

BOND: A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date in the future, called the maturity

date, together with periodic interest at a specified rate.

BOND RATING: An assessment of the likelihood that a bond issuer will pay the interest on its debt on time. Bond ratings are assigned by independent agencies, such as Moody's Investors Service and Standard & Poor's. Ratings range from AAA or Aaa (highest) to D (in default). Bonds rated below B are not investment grade and are called high-yield or junk bonds. Since the likelihood of default is greater on such bonds, issues are forced to pay higher interest rates to attract investors. Evanston is rated as an Aa1 community by Moody's Investors Service.

BONDED DEBT: Portion of indebtedness represented by outstanding bonds.

BUDGET: A fiscal plan showing estimated expenditures, revenue, and service levels for a specific fiscal year.

BUDGET ADJUSTMENT: Legal procedure utilized by the City staff and Council to revise an adopted budget. The City of Evanston has a written budget adjustment policy that allows adjustments in accordance with the City Code.

BUDGET CALENDAR: The schedule of key dates or milestones, which the City departments follow in the preparation, adoption and administration of the budget.

BUDGET DOCUMENT: Instrument used by the budget-making authority to

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present a comprehensive financial plan of operations to the City Council.

BUDGET MESSAGE: The opening section of the budget document, which provides the City Council and the public with a general summary of the most important aspects of the budget, including current and previous fiscal years, and the views and recommendations of the City Manager.

BUDGETARY CONTROL: The control or management of a governmental or enterprise fund in accordance with an approved budget to keep expenditures within available revenue.

CAPITAL EXPENDITURE (ALSO KNOWN AS CAPITAL OUTLAY): Refers to the purchase of land, buildings, and other improvements and also the purchase of machinery and equipment items which have an estimated useful life of three years or more and belong to the classes of property commonly considered as fixed assets.

CAPITAL IMPROVEMENT PLAN (CIP): A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.

CAPITAL IMPROVEMENT PLAN BUDGET: A Capital Improvement Program (CIP) budget is a separate budget from the operating budget. Items in the CIP are usually construction projects designed to improve the value of government assets.

CAPITAL PROJECT: A specific identifiable improvement or purpose for

which expenditures are proposed within the capital budget or capital improvement plan. Examples of capital improvement projects include new roads, sewer lines, buildings, operating systems, recreational facilities, and large scale remodeling.

CAPITAL PROJECT FUND: A fund created to account for financial resources to be used for the acquisition or the construction of major capital facilities or equipment.

CASH BASIS: A basis of accounting under which transactions are recognized only when cash changes hand.

CITY COUNCIL: The Mayor and nine (9) Aldermen collectively acting as the legislative and policy making body of the City.

COMMODITIES: All expenditures for materials, parts, supplies and commodities, except those incidentally used by outside firms performing contractual services for the City.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG): Federal funds made available to municipalities specifically for community revitalization. Funds may be used by internal City divisions, or distributed to outside organizations located within the City's boundaries.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): A governmental unit's official annual report prepared and published as a matter of public record, according to governmental accounting standards.

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

CONTRACTUAL SERVICES: Expenditures for services which are obtained by an express or implied contract. Major types of contractual services are: (1) advertising and printing; (2) maintenance and repair services; (3) public utility services; and (4) travel and training.

DEBT SERVICE: The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

DEBT SERVICE FUND: A fund established to account for the accumulation of resources for the payment of principal and interest on long term debt.

DEFICIT: The excess of the liabilities of a fund over its assets; or the excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

DEPARTMENT: Administrative subsection of the City that indicates management responsibility for an operation.

DEPRECIATION: That portion of the cost of a capital asset that is charged as an expense during a particular period. This is a 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 loss of usefulness of a fixed asset is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

DISTINGUISHED BUDGET AWARD: A voluntary program administered by the Government Finance Officers Association to encourage governments to publish well-organized and easily-readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

ENCUMBRANCE: Obligations in the form of purchase orders and contracts which are chargeable to a budgetary account and for which a part of the balance is reserved because the goods or services have not been received. When paid, the encumbrance is liquidated.

ENTERPRISE FUND: A fund established to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

ETSB: Emergency Telephone Systems Board.

EXPENDITURES: This term refers to 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. Note: An encumbrance is not expenditure. An

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encumbrance reserves funds to be expended for a future date.

EXPENSES: A decrease in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

FEMA: Federal Emergency Management Agency.

FICA: Federal Insurance Contribution Act, the name of the piece of federal legislation that established the Social Security payroll tax. The current FICA tax rate is 15%, half of which is paid by the employer and half by the employee.

FISCAL YEAR (FY): The time period designating the beginning and ending period for recording financial transactions. The City of Evanston moved to a calendar year fiscal year beginning in FY2012.

FIXED ASSETS: Assets of a long term character which are intended to continue to be held or used, such as land, buildings, machinery and equipment.

FRANCHISE FEE: The fee paid by public service businesses for use of City streets, alleys, and property in providing their services to the citizens of a community. Services requiring franchises include electricity, telephone, natural gas, and cable television.

FULL ACCRUAL BASIS: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of estimated cash flows.

FUND: An accounting entity with a separate set of self-balancing accounts which comprise its assets, liabilities, fund balance, revenues and expenditures.

FUND ACCOUNTING: A governmental accounting system that is organized and operated on a fund basis.

FUND BALANCE: The assets of a fund less liabilities, as determined at the end of each fiscal year. Any reservations of fund balance are deducted to result in an "unreserved fund balance."

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

GENERAL FUND: The largest fund within the City, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services such as fire and police protection, parks, recreation and community services, public works, health, community development, and general administration.

GENERAL ACCEPTED ACCOUNTING PRINCIPLES (GAAP): Uniform minimum standard of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity.

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They encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. They provide a standard by which to measure financial presentations.

GENERAL OBLIGATION (GO) BONDS: Bonds that finance public projects such as streets, municipal facilities, and park improvements. The repayment of these bonds is made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

GFOA: Government Finance Officers Association.

GPS: Global Positioning System, equipment that has the ability to survey the location of an object.

GRANT: A contribution by a government or other organization to support a particular function. Typically, these contributions are made to local governments from the state and federal governments.

IDOT: Illinois Department of Transportation.

IDPH: Illinois Department of Public Health.

IEPA: Illinois Environmental Protection Agency.

IMRF: Illinois Municipal Retirement Fund, a pension plan for employees of member cities within the State of Illinois.

INCOME: A term used in proprietary fund type accounting to represent revenues, or the excess of revenues over expenses.

INFRASTRUCTURE: The underlying permanent foundation or basic framework.

INTEREST EARNINGS: The earnings from available funds invested during the year in U.S.

INTERFUND TRANSFER: Amounts transferred from one fund to another.

INTERNAL SERVICE FUND: Fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

INVESTMENTS: Securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

ISO: Insurance Services Office, a non-profit organization that grades the Fire Department's ability to provide service to a community, which is reflected in the insurance premium paid by the occupier.

LEVY: To impose taxes, special assessments, or service charges for the support of City services.

LIABILITIES: Debts or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

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LONG-TERM DEBT: Debt with a maturity of more than one year after the date of issuance.

MABAS: Mutual Aid Box Alarm System. This system was established to provide a swift, standardized and effective method of mutual aid assistance for extra alarm fires and mass casualty incidents. The MABAS system is divided into over 20 Divisions from the communities along I-53 and the Northwest Tollway corridor.

MAINTENANCE: All materials or contract expenditures covering repair and upkeep of City buildings, machinery and equipment, systems, and land.

MFT: Motor Fuel Tax, represents revenues for the City's share of gasoline taxes, allotted by the state for street improvements.

MODIFIED ACCRUAL BASIS: The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger than normal accumulations must be disclosed in the notes to the

financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if offset by interest earnings on special assessment levies, and (5) principal and interest on long-term debt which are generally recognized when due.

MOODY'S INVESTMENT RATING SERVICE: An independent agency that analyzes the financial credit ratings of organizations. These ratings are based on debt issuance and carry a three letter coding. The City possesses a Prime-1 rating level, which is Aa1.

MUNICIPAL: Of or pertaining to a city or its government.

NORTAF: North Regional Major Crimes Task Force, this task force was established to serve as a standing task force that would be available to its member agencies for the investigation of major crimes, including homicides and non-parental kidnappings. Member communities include Evanston, Glencoe, Glenview, Kenilworth, Lincolnwood, Morton Grove, Niles, Northbrook, Northfield, Skokie, Wheeling, Wilmette, and Winnetka.

OBJECTIVES: The objectives in the performance area of the budget are statements of one-time projects. These statements are intended to address either a new service or project, or a significant change in focus or priority in response to a special community need or City effort to improve productivity. Objectives are generally limited to one fiscal year.

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ONGOING ACTIVITY MEASURES:

These measures provide annual workload data on the activities of the City, which occur on an ongoing basis, year after year

OPERATING BUDGET: A financial plan outlining the estimated revenues and expenditures and other information for a specific period (usually a fiscal year). The “proposed budget” is the financial plan presented by the City Manager for consideration by the City Council, and the “adopted budget” is the financial plan ultimately approved and authorized by the City Council.

OPERATING EXPENSES: Proprietary fund expenses that are directly related to the fund’s primary service activities.

OPERATING INCOME: The excess of proprietary fund operating revenues over operating expenses.

OPERATING REVENUES: Proprietary fund revenues that are directly related to the fund’s primary service activities. They consist primarily of user charges for services.

PEER Services: Fiscal agent for Evanston Substance Abuse Prevention Council.

PER CAPITA COSTS: The cost of service per person. Per capita costs in Evanston are based on a 74,486 estimated population provided by the 2010 Census.

PIMS: Police Information Management System, a computerized record system developed and maintained by the State

of Illinois Criminal Justice Information Authority.

PROPERTY TAXES: Used to describe all revenues received in a period from current taxes, delinquent taxes, penalties, and interest on delinquent taxes.

PUBLIC HEARING: The portions of open meetings held to present evidence and provide information on both sides of an issue.

RESERVE: An account used to indicate that a portion of fund balance is restricted for a specific purpose. An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

REVENUES: All amounts of money earned or received by the City from external sources. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

REVENUE BONDS: Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance.

ROI: Return on investment, a method to assist management decision-making by evaluating the return on various investment alternatives.

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SALES TAXES: The City receives two types of sales taxes – one from the state and the other from a home-rule sales tax. The state tax rate is 1% and the local home rule sales tax rate is 1%.

SAMHSA: Substance Abuse and Mental Health Services Administration.

SERVICES BILLED OUT: Includes revenues received for services provided by one department to another within the same fund. An example would be the revenue received by the Community Development Department for services provided by Public Works, such as vehicle maintenance.

SYEP: Summer Youth Employment Program.

TAX BASE: The total value of all real and personal property in the City as of January 1 of each year, as certified. The tax base represents net value after all exemptions.

TAX LEVY: The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

TAX RATE: A percentage applied to all taxable property to raise general revenues. It is derived by dividing the

total tax levy by the taxable net property valuation.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. The term does not include charges for services rendered only to those paying such charges; for example, sewer service charges.

TIF: Tax Increment Financing or the act of capturing the amount of property taxes levied by a taxing unit for the year on the appraised value of real property located within a defined investment zone. The tax increments are paid into the TIF fund and used to pay project costs within the zone, including debt service obligations.

TRUST AND AGENCY FUNDS: Funds created to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include pension trust funds and agency funds.

USER CHARGES: The payment of a fee for direct receipt of a public service by the party benefiting from the service.

YEP: Youth and Young Adult Job Training and Employment Program.