



City of
Evanston[™]

Fiscal Year 2019 Adopted Budget

Stephen H. Hagerty, Mayor

Submitted by

Wally Bobkiewicz, City Manager

www.cityofevanston.org



ELECTED OFFICIALS

**Stephen H. Hagerty
Mayor**

CITY COUNCIL

Judy Fiske	First Ward
Peter Braithwaite	Second Ward
Melissa A. Wynne	Third Ward
Donald N. Wilson	Fourth Ward
Robin Rue Simmons	Fifth Ward
Thomas M. Suffredin	Sixth Ward
Eleanor Revelle	Seventh Ward
Ann Rainey	Eighth Ward
Cicely L. Fleming	Ninth Ward
Devon Reid	City Clerk

Wally Bobkiewicz
City Manager

CITY OF EVANSTON
FY 2019 ADOPTED BUDGET

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
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City of Evanston

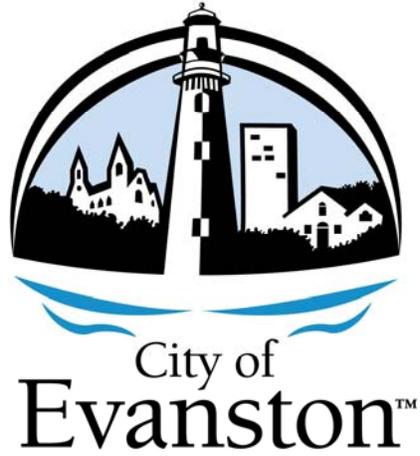
Illinois

For the Fiscal Year Beginning

January 1, 2018

Christopher P. Morrill

Executive Director



PART I

BUDGET MESSAGE



January 1, 2019

Mayor Stephen H. Hagerty and
Members of the City Council

Ladies and Gentlemen:

Please find the Adopted Fiscal Year 2019 Budget for the City of Evanston, Illinois for the period beginning January 1, 2019 and ending December 31, 2019. 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 adopted budget for FY 2019 is \$319,165,450, which includes interfund transfer expenses; this is the total expense cost for all funds including the Library. This represents a decrease of \$16,303,559 or 4.9% from the 2018 Adopted Budget. Of this decrease, approximately \$9 million is attributable to the closure of the Washington-National TIF, and \$8 million is a reduction in the Library Capital Fund. There is an increase of \$14 million in expenses in the Robert Crown Project Construction Fund.

The 2019 Proposed Baseline revenues for the General Fund were \$110,921,062, a \$3.5 million reduction from the 2018 Adopted Budget. This reduction was due primarily to reductions of \$2.2 million in building permits, license and fee-related revenues and \$1.2 million in charges for services. The 2019 Proposed Baseline expenditures for the General Fund were relatively flat at \$115,775,575, which was an increase of under \$1 million. This differential created an initial deficit of \$4.9 million in the General Fund.

The City also needs to fund \$1 million in 2019 debt service payments on 2018 General Obligation bonds issued for construction of the new Robert Crown Community Center, Ice Complex, and Library.

At current estimates, the General Fund will end 2018 with a fund balance that is 11.6% of expenses. The City's current policy, and Government Finance Officers Association best practice, is a fund balance that is 16.6% of expenses. The City Council is addressing the need to bring reserves back to policy level and has committed to a 3 year plan, beginning in 2019, to increase this amount by \$1.5 million annually. This would bring the fund balance into compliance with the policy and best practice by 2021.

The required \$1 million for the Crown Project debt service and \$1.5 million contribution to General Fund reserves, along with the 2019 baseline budget deficit created an initial deficit of approximately \$7.4 million.

The proposed budget included revenue increases and expenditure reductions to eliminate this deficit. After review and consideration, the City Council chose to accept \$4.9 million in revenue increases and \$2.6 million in expenditure reductions. These are detailed in the Budget Balancing Worksheet included in this transmittal letter. General Fund Revenue in the 2019 Adopted Budget is \$115,886,870, with expenses of \$114,153,373, for an adopted surplus of \$1,733,497.

2019 BUDGET PROCESS

During the 2018 Budget process, staff recognized the stagnant growth in sales tax, decreases in utility tax revenue, and volatility of building permits. As a result, the 2019 Budget began in March 2018 with a priority-based budgeting outreach process. This process allowed staff, the City Council, and the community to review all programs and services provided by the City prior to the creation of the proposed 2019 Budget.

Staff Process

First, a list of 152 programs and services was created by staff and scored internally against a set of metrics:

1. Basic Program Attributes
 - a. Is the City Mandated to provide the program
 - b. Cost recovery
 - c. Change in Demand
 - d. Reliance on the City to provide the service
 - e. Portion of the Community Served by the Program
2. Furtherance of City Council Goals
 - a. Invest in City Infrastructure and Facilities
 - b. Enhance community development and job creation
 - c. Expand affordable housing options
 - d. Further police/community relations
 - e. Stabilize long-term city finances
3. Equity

Based on the results of this portion of the process, the City's programs were narrowed to a list of 46 which were included for public feedback.

Public Feedback

From May 10 – June 7, community members had the opportunity to provide their input on City programs and services for the 2019 fiscal year budget by completing the priority-based budgeting survey either online or in a paper copy. The survey included a list of 46 programs for the public to select their top 10 priorities and bottom 10 priorities from this list. A total of 3,304 residents participated in this survey.

The first question of the survey asked: Please select the 10 programs that you believe to be the most important for the City to provide. Below are the top 10

responses to this question, listed in order and showing the percentage of respondents who selected the program.

1. Mental Health Board – 63%
2. Youth and Young Adult Services - 60%
3. Summer Food Program/Child Nutrition/Congregate Meal Program - 57%
4. Social Services (Victim Advocacy) - 57%
5. Mayor’s Summer Youth Employment Program - 49%
6. School Crossing Guards - 47%
7. Special Recreation Programs - 35%
8. Community Health - 34%
9. Animal Control - 33%
10. Minority/Women/Evanston-Based Enterprise & Local Employment Program - 30%

The second question of the survey asked: Please choose 10 programs that you believe the City should consider for reduction/elimination. Below are the top 10 responses to this question, listed in order and showing the percentage of respondents who selected the program.

1. Divvy Bikes - 54%
2. Vacation Rental Permit and Administration - 51%
3. Storefront Modernization Program - 46%
4. Revenue and Collections – Passport services - 36%
5. Public Art Installation Support - 34%
6. Sign Permits and Inspection Services - 33%
7. Boards, Commissions, and Committee Administration - 33%
8. Community Arts Administration - 29%
9. Special Assessment Alley Improvements - 27%
10. Annual Dredging for Boat Launch and Harbor - 26%

Implementation of Survey Results

In developing the Budget Balancing Worksheet, staff began by looking at the programs which ranked lowest on the survey. Specifically:

- Vacation Rental Permit and Administration - Community Development is also working on a plan to further efforts to collect these funds from all vacation rentals in Evanston.
- Storefront Modernization Program - Elimination of this program is included on the Budget Balancing Worksheet.
- Community Arts Administration - Elimination of dedicated staff for this program is included on the Budget Balancing Worksheet.
- Annual Dredging for Boat Launch and Harbor - Increased fees for boat launch are included on the Budget Balancing Worksheet. This would help cover the annual cost of dredging.

BASELINE BUDGET

The 2019 Baseline Budget included changes to both revenues and expenses from 2018, without programmatic changes. These changes are detailed in the chart below:

Revenue Type	FY2018 Adopted	FY2019 Adopted	\$ Change	%	Comment
51515 - STATE USE TAX	1,775,000	2,000,000	225,000	12.7%	Per the IL Municipal League, 2018/2019 forecasts \$25.30 per capita (up 7% from FY2017)
51525 - SALES TAX - BASIC	10,542,386	10,250,000	(292,386)	-2.8%	Pace of historical growth slowing down. Revised budget to align with IL economic outlook. State forecast predicts modest growth reflecting conditions that may lead to a continued cautious consumer. 2017 Actual was \$9.96M
51530 - SALES TAX - HOME RULE	6,413,588	6,300,000	(113,588)	-1.8%	Reduction due to 1% administrative fee being administrated for the collection of this tax by the State of Illinois Department of Revenue.
51540 - ATHLETIC CONTEST TAX	1,080,000	1,080,000	-	0.0%	Estimate is based off historical trends
51545 - STATE INCOME TAX	7,000,000	7,210,000	210,000	3.0%	In the State's 2018 budget included a provision reducing the amount of Income Tax revenue to be deposited into the LGDF for distribution to municipalities by 10% This amount was reduced to 5% for the States 2019 Budget.
51565 - ELECTRIC UTILITY TAX	3,050,000	2,920,000	(130,000)	-4.3%	Estimate is based on historical trends - Variable weather (extreme highs / lows) can alter this estimate
51570 - NATURAL GAS UTILITY TAX (Includes Home Rule)	2,225,000	2,000,000	(225,000)	-10.1%	Estimate is based on historical trends - Variable weather (extreme highs / lows) can alter this estimate.
51585 - CIGARETTE TAX	200,000	250,000	50,000	25.0%	Estimate is based on historical trends.
51590 - EVANSTON MOTOR FUEL TAX	1,015,000	1,225,000	210,000	20.7%	Estimate is based on historical trends. This tax was increased in 2018 by \$0.01 per gallon
51595 - LIQUOR TAX	3,120,000	3,150,000	30,000	1.0%	Estimate is based on historical trends, plus potential new growth with new bulk liquor stores opening in 2019.
51600 - PARKING TAX	3,450,000	3,450,000	-	0.0%	Estimate is based on historical trends
51620 - REAL ESTATE TRANSFER TAX	3,300,000	4,150,000	850,000	25.8%	Estimate based on historical trends and includes increased rate to properties over \$1.5 million in sales value, passed by referendum in November 2018 election.
51625 - TELECOMMUNICATIONS TAX	2,100,000	1,920,000	(180,000)	-8.6%	This tax is diminishing as more people are moving to one phone households, such as cell phones
52010 - VEHICLE LICENSES	2,850,000	2,875,000	25,000	0.9%	Baseline projections showed a decrease as the City is seeing less cars register for the wheel tax. Adopted budget includes increase from \$75 to \$90 for passenger vehicles.
Grand Total	\$ 48,120,974	\$ 48,780,000	\$ 659,026	1.4%	

The expense baseline budget included a general wage increase, decrease in the employer contribution rate for IMRF (per the retirement fund's increase in income from investments), and changes to employee healthcare. As a result of the budget balancing process, the general wage increase was removed for all employees in the adopted budget, as shown on the Budget Balancing Worksheet.

The 2019 Baseline budget started with an operating deficit of \$4.9 million. In 2018, the City sold bonds to fund the construction of the Robert Crown Center. The debt service, or the annual required repayment amount, on these bonds for 2019 is approximately \$1 million. Staff also recommends that the Council adopt a 2019 Budget with a surplus of \$1.5 million to shore up depleting fund balance.

Therefore, the 2019 Budget process sought to solve a deficit of \$7.4 million. This was solved through revenue and expense changes detailed in the Budget Balancing worksheet:

CITY OF EVANSTON FY 2019 BUDGET BALANCING WORKSHEET

TOTAL BASELINE PROPOSED REVENUES (General Fund)	\$ 110,921,062
TOTAL BASELINE PROPOSED EXPENDITURES (General Fund)	\$ 115,775,575
TOTAL BASELINE SURPLUS/Deficit (General Fund - baseline)	\$ (4,854,513)
Crown Debt Service	\$ 1,000,000
Contribution to General Fund Reserve	\$ 1,500,000
Total Deficit	\$ (7,354,513)
BBWS PROPOSED REVENUE ADJUSTMENTS	\$ 4,965,808
BBWS PROPOSED EXPENSE ADJUSTMENTS	\$ (2,622,202)
TOTAL ADOPTED REVENUES	\$ 115,886,870
TOTAL ADOPTED EXPENSES	\$ 114,153,373
Contribution to General Fund Reserve	\$ 1,500,000
ADOPTED 2019 BUDGET SURPLUS (DEFICIT)	\$ 233,497
Proposed Revenue Adjustments	
Real Estate Transfer Tax Increase (over \$1.5 million)	700,000
Property Tax	
Washington-National TIF Closure Property Tax Revenue (rate unchanged)	628,759
2% Increase to City property tax Levy	820,000
Parking	
General Fund Parking Revenue	
Residential Parking Permit Rate - \$15 increase (\$15 to \$30)	100,000
Expired meter ticket increase - \$5 increase (\$20 to \$25)	90,000
Add two Parking Enforcement Officers (3/1/19) - increased ticket revenue	300,000
Street Sweeping/Towing Change - Ticket increase	300,000
Parking Fund Revenue (split 50/50 with General Fund)	
Increase hourly parking deck fees	195,000
Increase Sherman Ave. Garage monthly permit fee	74,250
Increase surface parking lot monthly permit fee - \$30 increase (\$60 to \$90)	116,640
Sunday Parking Meters - Enforced 1 pm-9 pm (starting 3/1/19)	130,000
Increased Parking Meter by Commuter Lots \$0.25 per hour (\$0.25 to \$0.50, starting 3/1/19)	56,500
Building Permits/Fees	
New Fee for Expediting Planning & Zoning Review	40,000
New Fee for Expediting Building Permits	30,000
New Business License Registration Fee	15,000
Vacation Rental Permit and Administration	80,000
Parks Revenues	
Fleetwood-Jourdain Theatre - Fundraising Revenue	10,000
Other Revenue	
Wheel Tax Increase - \$10 increase (Passenger from \$75 to \$85)	175,000
Transportation network tax increase from \$0.20 to \$0.45 per ride (exempt carpool and ADA rides)	280,000
Increase boat rack & launch fees	14,500
Increase Moving Vans Permit Fee - \$20 increase (\$100 to \$120)	7,000
Increase transfer from Water Fund for Morton Grove/Niles water sales	250,000
Contract out Crossing Guards (Increased Revenue from Parking Enforcement Officers)	200,000
Grant for Body Camera software and storage	34,000
Reduction in Vital Records revenue due to shortened hours	(16,000)
Decrease in Cell Phone citations (July 1 will transfer to Cook County)	(40,000)
Decrease in Parks Grant from YOU	(40,000)
Elimination of World Arts and Music Festival	(32,841)
Stop reimbursement of electric / telecommunications tax to school districts	40,000
Increase Film Permit Fees	8,000
Increase in Ambulance Fee (from insurance company billing)	400,000
Total Revenue Adjustments	\$ 4,965,808

Proposed Expense Adjustments**City Manager's Office**

Elimination of Cultural Arts Coordinator - Personnel cost	(125,000)
Elimination of CMO Admin Assistant	(92,570)
Elimination of Accountant	(100,000)
Elimination of Administrative Adjudication Aide (Vacant)	(58,000)
Reduction to Administrative Adjudication Judges (due to loss of cell phone citations)	(10,000)
Elimination of Budget and Finance Manager	(159,758)
Addition of Budget Coordinator position	115,000
Additional Funding for Debt Collection	30,000
Transfer to Fire Pension Fund - Lauterbach & Amen contract (pension administration)	20,000

Law Department

Elimination of Legal Analyst/Liquor License Manager	(130,565)
Addition of Paralegal	84,500

Administrative Services

Elimination of Facilities Maint Worker I (Vacant)	(78,000)
Elimination of Junior Mechanic 0.5 FTE (Vacant -- reduction of transfer to Fleet Fund)	(24,800)
Elimination of Fleet Operations Coordinator (reduction of transfer to Fleet Fund)	(100,925)
Addition of Full-Time Mechanic (additional transfer to Fleet Fund)	87,500
Elimination of Payroll / Pension Specialist	(120,000)
Addition of 0.53 FTE Payroll Clerk	44,512
Additional funding for facility & building maintenance materials	100,000
Credit monitoring employee benefit	20,000
Move funding of Management Analyst to Parking Fund	(108,537)
Increase in cost of Google renewal	50,000
Vehicle leasing (reduction of transfer to Equipment Replacement Fund)	(25,000)
Increase in cost of outdoor security camera maintenance	35,000
Contract out Crossing Guards	150,000
Add two Parking Enforcement Officers	180,000

Community Development

Reduce Planning Service Agreements and Consulting Services	(65,000)
Addition of 1 FTE Customer Service Representative	80,528
Addition of Planner 1 Position	80,528
Additional cost of reorganization for Planning & Zoning Division	5,000
Downtown Evanston reduction (General Fund portion)	(28,000)
Elimination of Storefront Modernization Program	(75,000)

Health and Human Services

Fund two Victim Advocates for 6 months only (full year currently in baseline)	(92,500)
Elimination of 1 FTE Victim advocates (vacant)	(81,000)
Addition of Contract for 24/7 crisis response to domestic violence crime victims (for 6 months)	75,000
Elimination of Vital Records Clerk	(64,000)
Elimination of Public Health Educator	(88,527)
Elimination of Assistant Director (vacant)	(160,000)
Add Senior Management Analyst Position	105,000

Police Department

Elimination of Police Commander (Vacant)	(168,387)
Elimination of Court Liaison (non-sworn, vacant)	(100,000)
Elimination of Police Video Records Specialist (Vacant)	(61,000)
Hold 4 Police Officer Positions Vacant	(444,000)
Increase in Police Overtime Budget	100,000
Increase to Animal Shelter Operating Expenses	35,000
Increase DUI Expense	15,000
COLA Increase to overtime and payout expenses	41,000
Replace Police Dog (current dog scheduled to retire in 2019)	15,000
Elimination of un-reimbursed overtime for police during NU games (football only)	
Northwestern Police Overtime - \$12,000 per game not reimbursed, 7 home in 2019	(84,000)
Northwestern Dillo Day - Police Overtime not reimbursed - \$7,000	(7,000)
Annual Body Camera software and storage	311,072

<u>Fire Department</u>		
Reduce Fire community engagement programs		(25,724)
Hold 4 Firefighter/Paramedic Positions Vacant		(571,052)
Increase in Fire Overtime Budget		224,680
Fire Department Cost Study		20,000
<u>Parks, Recreation and Community Services</u>		
Eliminate World Arts and Music Festival		(55,000)
Reorganization of Parks Staff		(113,495)
Overtime for beaches and aquatic camps - Parks		25,000
<u>Public Works Agency</u>		
Elimination of 2 FTE PW Maintenance Worker II - Streets Division		(189,000)
Elimination of PWA .5 FTE Part-time clerk		(35,000)
<u>City Wide</u>		
Reduction of terminating sick payouts - Non-Union		(75,000)
No General Wage Increase (GWI) for non-union employees - General Fund		(345,440)
No GWI for AFSCME Employees - General Fund		(324,334)
No GWI for FOP - Officers - General Fund		(390,511)
No GWI for FOP - Sergeants - General Fund		(66,428)
No GWI for IAFF Employees - General Fund		(271,469)
Training and Travel Reductions		(25,000)
Reduce Cell Phone Allowances by 25%		(10,000)
Increase in employee portion of healthcare (Non-Union Only)		(10,000)
Reduce Auto allowance by 25%		(12,500)
Increase transfer to Insurance Fund		500,000
	Total Expense Adjustments	\$ (2,622,202)

Above the Line Changes to Other Funds	Revenue Increase	Expense Changes
No GWI for Non-Union Employees - Other Funds		(101,300)
No GWI for Union Employees - Other Funds		(218,200)
<u>Solid Waste Fund</u>		
Special Refuse Pickups - from \$60 to \$100 (Solid Waste Fund)	80,000	
<u>Parking Fund</u>		
Addition of Parking Specialist		87,000
Parking Division Reorganization		20,000
Move Management Analyst from General Fund		108,537
Increase hourly parking deck fees	195,000	
Increase Sherman Ave. Garage monthly permit fee	74,250	
Increase surface parking lot monthly permit fee - \$30 increase (\$60 to \$90)	116,640	
Sunday Parking Meters - Enforced 1 pm-9 pm (starting 3/1/19)	130,000	
Increased Parking Meter by Commuter Lots \$0.25 per hour (\$0.25 to \$0.50)	56,500	
Increased Parking Meters Citywide - \$1 to \$1.50/hour (starting 3/1/19)	877,500	
Waiver of convenience fee for maximum time on parking app		30,000
Increased parking meter revenue due to maximum time charges	30,000	
	Parking Fund Total	245,537

The above Budget Balancing Worksheet includes eliminations of 20 full-time equivalents; 12.5 positions were filled during budget year 2018. Additionally, the Library eliminated 1.67 FTE positions as part of the budget. The positions eliminated in the 2019 adopted budget are included on the following page:

Filled	Vacant	Position
CMO		
1		Budget and Finance Manager
1		Cultural Arts Coordinator
1		Administrative Assistant
1		Accountant
	1	Administrative Adjudication Aide
Law Department		
1		Legal Analyst/Liquor Licensing Manager
Administrative Services		
	1	Facilities Maintenance Worker I
1		Fleet Operations Coordinator
1		Payroll / Pension Specialist
	0.5	Junior Mechanic (Part-Time)
Health Department		
	1	Human Services Advocate
1		Customer Service Representative
	1	Assistant Director of Public Health
1		Public Health Educator
Police Department		
	1	Police Commander
	1	Court Liaison (non-sworn)
	1	Police Video Records Specialist
Parks, Recreation, & Community Services		
1		Assistant Director
PWA		
1		PW Maintenance Worker II - Streets Division
1		PW Maintenance Worker II - Streets Division
0.5		Administrative Clerk (Part-Time)
12.5	7.5	General Fund Total
Library Fund		
	1	Administrative Librarian
	0.67	Librarian I
	1.67	Library Fund Total

GENERAL FUND SUMMARY

The chart on the following page shows the baseline budget and the impact of the changes adopted in the above Budget Balancing Worksheet. As can be seen, these changes brought the General Fund to a surplus of \$1.7 million, \$1.5 million of which will be reserved as a contribution to fund balance.

Operating General Fund Revenue	FY 2017 Actual	FY 2018 Adopted	FY 2018 Estimated	FY 2019 Baseline Budget	FY 2019 Adopted Budget
PROPERTY TAXES	28,294,363	28,849,196	28,384,196	28,599,196	30,047,955
OTHER TAXES	46,951,377	49,742,274	49,020,000	49,776,300	50,796,300
OTHER REVENUE	1,858,106	1,300,217	1,984,596	978,300	988,300
LICENSES, PERMITS AND FEES	13,357,911	12,397,400	11,906,060	10,191,400	10,526,400
CHARGES FOR SERVICES	8,754,025	10,077,550	9,623,271	8,415,250	8,900,909
INTERFUND TRANSFERS	11,586,943	7,748,417	8,555,026	8,054,713	8,877,103
FINES AND FORFEITURES	3,467,694	3,882,500	3,694,900	3,850,500	4,700,500
INTERGOVERNMENTAL REVENUE	1,234,749	793,100	1,214,153	1,000,303	994,303
INTEREST INCOME	38,544	50,100	50,000	55,100	55,100
Total General Fund Revenue	\$ 115,543,711	114,840,754	114,432,202	110,921,062	115,886,870

Operating General Fund Expenses	FY 2017 Actual	FY 2018 Adopted	FY 2018 Estimated	FY 2019 Baseline Budget	FY 2019 Adopted Budget
CITY COUNCIL	498,172	492,806	550,406	542,030	528,173
CITY CLERK	251,193	191,784	210,491	183,082	180,704
CITY MANAGER'S OFFICE	7,539,496	7,540,597	6,282,561	6,955,663	7,997,018
LAW	772,045	736,346	592,402	706,330	646,183
ADMINISTRATIVE SERVICES	9,314,164	9,075,303	9,075,307	9,405,732	9,483,577
COMMUNITY DEVELOPMENT	2,592,984	3,614,774	3,622,678	3,537,448	3,480,360
POLICE	39,067,047	38,391,099	39,049,865	39,633,811	38,737,094
FIRE MGMT & SUPPORT	24,355,551	23,934,390	24,858,267	25,051,679	24,379,850
HEALTH	3,071,334	3,697,529	3,368,441	3,542,088	3,190,606
PARKS, REC. AND COMMUNITY SERV.	12,479,438	11,955,812	12,854,847	12,549,896	12,297,509
PUBLIC WORKS AGENCY	13,983,314	14,607,356	13,928,822	13,667,816	13,232,299
Total General Fund Expense	\$113,924,739	114,237,796	114,394,087	115,775,575	114,153,373
NET SURPLUS (DEFICIT)	\$1,618,972	602,958	38,115	(4,854,513)	1,733,497

BEGINNING FUND BALANCE	\$ 11,597,127	\$ 13,216,099	\$ 13,254,214
ENDING FUND BALANCE	\$ 13,216,099	\$ 13,254,214	\$ 14,987,711
RESERVE BALANCE PERCENTAGE	11.6%	11.6%	13.1%

FY 2018 SUCCESSES

Bond Rating:

The City maintains an Aa2 bond rating from Moody's and an AA+ bond rating from Fitch. The largest factor in this rating analysis is the City's growing unfunded pension liability. The City finished 2017 with a slightly increased General Fund Balance, which was important in maintaining City bond ratings in the face of increasing pension liabilities. The Government Finance Officers' Association recommends maintaining a fund balance of at least 16%.

Public Safety: The Evanston Police Department continues to focus on improving public safety within the community. In February 2018, the Department deployed 120 body worn cameras to officers in patrol, the problem solving team and the special operations group. The deployment of the cameras help to improve evidence collection, strengthen officer performance and accountability, increase transparency, provide better documentation of encounters between the police and the public, and assist in the investigation of complaints. Currently the Department is in the process of expanding the program with additional cameras that will be assigned to school resource officers, as well as detectives from the juvenile and adult criminal investigation bureau. Through August 2018, 59,131 events were recorded by the Department. Part I crime data through August of 2018 indicates an overall decrease of 14.2% compared to the same time period in 2017. This decrease has resulted in

189 less victims of crime in the City of Evanston in 2018. The Department still maintains dedicated resources to individuals illegally carrying firearms and has recovered 36 firearms during criminal investigations so far in 2018.

Community Services: The Parks, Recreation and Community Services Department had another successful year organizing and recruiting for the Mayor's 2018 Summer Youth Employment Program, which consisted of nearly 600 summer youth employment opportunities, mental health awareness trainings and workshops, and numerous recreational activities. The Chicago School of Professional Psychology and 45 private Evanston businesses also enhanced the program. Recreational activities included open microphone sessions, free beach access, free drop in coding programming, open gym hours, late night programming at Mason Park, youth entertainment at festivals, free breakfast and lunch meals, middle school dances, 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, helped to reduce violence and make it a safe summer for youth and young adults.

Parks, Recreation, and Community Services Department Gold Medal Finalist:

The City of Evanston's Parks, Recreation and Community Services Department was named a finalist for the National Gold Medal Awards for Excellence in Park and Recreation Management for the second consecutive year. The honor was announced by the American Academy for Park and Recreation Administration (AAPRA), in partnership with the National Recreation and Park Association (NRPA).

Economic Development: The Economic Development Work Plan focuses on five areas for City economic development activities: 1) Attraction and retention of retailers; 2) Workforce development partnerships; 3) Support of arts and entertainment-focused businesses and ventures; 4) Entrepreneurship; and 5) Support of the City's Quality of Place initiative that defines the City's attractiveness to residents and businesses. It included particular emphasis on creating business district vitality to support existing businesses, and on improving infrastructure surrounding the districts.

In 2019, Economic Development staff will reinforce its focus on business district revitalization and on retention and expansion of existing businesses. Attraction efforts to fill vacancies will focus on new businesses that provide opportunities for consumers to experience activities such as fitness, cooking classes, and arts. Staff will continue to pursue opportunities to help create jobs, grow the property tax base, and develop the workforce.

Notable Economic Development Activities of 2018 include:

- Leasing of City-owned Howard Street storefronts at 633 Howard and 727 Howard. Continued engagement with business and property owners on Howard Street, including support for the Howard Street Business Association and the upcoming City Grange redevelopment project for the former parking lots at the northwest corner of Howard and Chicago. New businesses that have opened on Howard Street in 2018 include:

- Patisserie Coralie - 633 Howard
- Good to Go - 711 Howard
- Vision 20/20 - 525 Howard
- Hip Circle Empowerment Center - 727 Howard
- X-Sculpt - 831 Howard
- Theo Ubique Cabaret Theater - 721 Howard (Opening December 2018)
- Opening of the City's 2nd Target store on Sherman Avenue in Downtown Evanston
- Support for workforce development initiatives at Evanston Rebuilding Warehouse and Mudlark Theater
- Support for the creation of a special service area for the Central Street Business District
- Pursuit of a downtown performing arts center in Evanston. Work continues to bring an arts center and the Northlight Theatre back to Evanston.
- Demand for office space in Evanston continues to grow. Contract to sell city-owned parking lot at 1714-20 Chicago Avenue for a "Class A" office development has potential to add 500 new jobs in downtown Evanston.
- Revitalization of numerous properties through the City's Storefront Modernization Program, which helps small businesses with the cost of improving street-facing storefronts. Beneficiaries of the program include:
 - Awnings for a new location of Squeezebox Books at 743 Main Street
 - Signage for the new location of Prairie Moon at 1635 Chicago Avenue
 - Adding windows to the facade of a professional building at 1101 Howard Street
 - Signage and a custom door at new children's bookstore at 507 Main Street
 - Facade updates to storefronts at the corner of Church Street and Dodge Avenue
- The first full year of the Evanston Entrepreneurship Support Program which provides up to \$3,500 in funding for qualifying startup costs.
- Ongoing support of Evanston's business districts through the Great Merchant Grant Program which helps fund streetscape, banners, advertising, and events.

Water Sales: In 2018, Evanston finalized a 40-year wholesale water supply agreement with the Village of Lincolnwood. The water delivery begins in late 2019, and will generate an estimated \$500,000 per year in additional revenue for the City of Evanston. The agreement includes two additional 10-year extension provisions at the discretion of Lincolnwood.

Human Services Fund: The Human Services Fund (HSF) continues to protect Evanston's most vulnerable residents by providing individuals and families with access to services that promote self-sufficiency. The Human Services Fund uniquely meets the objective of meeting human needs through the interdisciplinary knowledge of staff, focusing on prevention as well as remediation of problems, while maintaining a commitment to improving the overall quality of life of all populations. The City of Evanston invests resources in improving community health and well-being of its residents.

The HSF supports programs and services consistent with the core principles and goals identified in the Human Services Strategy, which guides the work of the division. This fund emphasizes a coordinated, seamless social safety net that is more efficient and effective for its residents. The Human Services Strategy includes additional support to avert crippling life crisis situations. The Community Action Program supports various community initiatives by providing needed opportunities at-risk families, veterans, and vulnerable populations.

General Assistance Fund: The General Assistance Program assists persons ineligible for any other State or Federal financial entitlement programs (up to \$935.00 monthly). General Assistance is a term used to denote entitlement programs that benefit adults without dependents (single persons) as opposed to families with children, who receive assistance from the federal program formerly known as Aid to Families with Dependent Children. Participants of the program are individuals living 200 percent below the Federal poverty guidelines.

The General Assistance Program also includes the Emergency Assistance Services program which supports residents in avoiding loss of housing and or in financial crisis. Assistance for essentials are provided to Evanston residents who have applied for, but are not yet receiving, benefits from other agencies such as Department of Human Services, Social Security, the Illinois Unemployment Administration Service or for those who have exhausted their income due to unforeseen circumstances. The program provides wrap-around services with other community partners to address basic needs for residents who have experienced unforeseen life-threatening situations. Available assistance includes mortgage assistance, rental assistance, and some utility assistance.

Sustainability: 2018 was a big year for sustainability actions. The City launched the largest municipal food waste composting program in the State of Illinois. All Evanston properties are now eligible to receive food waste composting services, and a pilot program was kicked-off at City Hall. The City was awarded the SolSmart Gold designation indicating Evanston has taken steps to make it easier for solar developments. Evanston's public electric vehicle charging stations saw the third straight year of significant increase in utilization. The Mayor's Climate Action and Resilience Plan Working Group set forth ambitious goals and strategies to achieve 100% renewable electricity by 2035, community-wide zero waste by 2050 and carbon neutrality by 2050.

Robert Crown Community Center Project

Built in 1974 with a generous and visionary donation from the Crown family, the Robert Crown Center has long served as an important social and recreational hub for the City of Evanston. The Center offers a valuable venue for hockey, figure skating, soccer, football, lacrosse, dancing, summer camps, pre-school and many other community programs. Now this vital shared resource is showing severe wear with a number of civil, structural, architectural and mechanical issues. It no longer adequately meets the growing needs of the surrounding community. To continue to provide innovative programs and services in a safe, modern environment, the facilities must be re-envisioned.

The new Robert Crown Community Center will be partially funded through private fundraising led by the Friends of the Robert Crown Center (FRCC), a 501(c)(3) organization. Fundraising revenues will be given from the FRCC as a donation to the City for the construction of the new facility. The project is also financed by general obligation bond proceeds as well as funding from the Parking Fund and Sewer Fund. Expenses and revenues related to the project are now shown in the Crown Construction Fund.

Construction began in summer 2018 and the new building is expected to be complete in Fall 2019. Demolition of the existing building and construction of the surrounding park site will continue through Spring 2020.

2019 PROJECTS

During the 2019 Budget process, it became apparent that there were other areas that should be considered for budget reductions but require additional time for consideration and analysis. The items below will be studied further during 2019 with potential for service level changes during the 2020 Budget.

Merrick Rose Garden

The Merrick Rose Garden can be rented for small weddings, special occasions and for taking photographs. There is a \$200 rental fee, which generates an average of \$1,500 annually. In 2017, there were seven reservations made totaling \$1,040 and in 2018 there were nine reservations made totaling \$1,950.

There are approximately 1,500 rose bushes in the garden. An employee from the Greenways division spends approximately 30 hours / week maintaining the roses, pathways and fountain and weeding of the site. This work is performed from mid-March to late November. The cost to perform this work is \$1,990.14 per week. Assuming the work is performed 33 weeks, the annual cost to perform the maintenance at the rose garden is \$65,675.

During the budget process, staff looked at outsourcing the maintenance of the Rose Garden. Based on 1,500 rose bushes and the 33 weeks of work, the cost is \$99,000. In addition, there would be a \$5,000 maintenance fee to perform the weekly landscape maintenance. As a result, using in house staff to perform the work is more cost effective than outsourcing this function; however, the cost of maintaining the Rose Garden is still over \$60,000 annually.

During 2019, staff will begin to investigate options for turning over the maintenance of the Rose Garden to a non-profit or private organization. This would allow the area to remain as a public amenity but would decrease the cost to the City.

Noyes Cultural Arts Center

Noyes Cultural Art Center currently has net revenues of nearly \$100,000 annually, meaning that rent from tenants outpaces expenses to run the facility.

Although it runs on an operational surplus, there are major capital issues which need to be addressed in the coming years:

Basement Improvements	200,000.00
Parking Lot Resurfacing/Exterior Lighting	300,000.00
Lighting/Energy Efficiency	120,000.00
Flooring in City Used Rooms	40,000.00
Security System Upgrades (alarm and cameras)	30,000.00
HVAC/Unit Heater Replacement	1,300,000.00
Retaining Wall Repairs	500,000.00
Brick Tuckpointing/Recoating	2,500,000.00
TOTAL	4,990,000.00

This facility is mainly for private use by tenants, including those offering classes to the public. During 2019, staff will begin conversations with the tenants association regarding funding for capital improvements and a long-term plan for management of the facility.

Administrative Adjudication

During the budget process, State law was changed regarding the prosecution of tickets for drivers caught using cell phones. Starting July 2019, this offense will count as a moving violation, which moves hearings for the offense to the County court system.

In 2017, there were 1,427 tickets written for this violation, worth \$104,000 in fines. Moving these violations into the County's purview will significantly decrease the volume of items for the City's administrative adjudication.

Since this is set to begin in July 2019 with the State's fiscal year, staff will track the effect that this change has on administrative adjudication operations and will make a recommendation about how to better utilize staff and contracted judge time for the 2020 budget.

Social Services

The Priority Based Budgeting process included many social services for consideration and analysis. Rather than address the individual programs in a piecemeal fashion, Deputy City Manager Kimberly Richardson has begun a thorough analysis of social services across departments. With a multi-departmental team, she has begun an inventory of the programs in order to identify opportunities to implement performance measures based on needs and outcomes and to improve service delivery systems.

An initial look concluded that social services are approximately 1% of the City's budget. The following programs have been identified are:

- 21 programs aimed at Senior Services
- 7 programs for youth and young adults
- 5 General Assistance services
- 14 programs for emergency assistance

In addition, the Mental Health Board provides funding for nonprofits throughout Evanston for social services.

Throughout 2019, this group will continue to:

- Develop a measurement tool to evaluate service delivery of programs and services
- Create a social services framework that includes outcome measurements

Currently, it is staff's goal to investigate the benefits of housing social services in one department with a potential reorganization plan presented for inclusion in the 2020 Budget.

ENTERPRISE FUNDS:

Parking Fund: The adopted budget for the Parking Fund includes \$3.5 million in capital expenses for 2019. Included on the Budget Balancing Worksheet are increases to revenue which would be shared with the General Fund, in addition to a \$0.50 increase in hourly parking meter fees which would go to the Parking Fund. This will increase net Parking Fund revenue by \$1.7 million, offsetting some of the capital fund expenses and keeping fund balance from falling below the recommended level.

Water Fund: This Adopted Budget includes an 11% increase to the Evanston Water rate. This increase will be off-set by a 7% decrease in the sewer rate.

The City's water treatment plant has several large concrete tanks that store water after it has been treated (called clearwells). The largest of these, a five million gallon clearwell built in 1934, is in need of replacement. Engineering evaluations completed in 2012-2013 concluded that the roof of the clearwell would not last more than another five years. A long-term planning study completed in 2014 evaluated options for the 1934 clearwell and determined that the clearwell should be replaced.

Evanston anticipates receiving a State Revolving Fund loan for this project in the amount of \$25 million at an interest rate below 2.0% from the Illinois Environmental Protection Agency. The FY2019 Capital Improvement plan indicates spending \$13.7 million in 2019 and \$10.2 million in 2020.

Evanston completed negotiations with the Village of Lincolnwood to provide water through a newly constructed pipeline to the Evanston border (paid for by Evanston, but reimbursed in the Lincolnwood water rate). This project will be completed in late 2019 and only modest start up water provision will begin in November.

Sewer Fund: The Adopted Budget includes a 7% decrease to the Evanston sewer rate. This decrease will be completely off-set by an 11% increase in the water rate.

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 after this transmittal letter.

In closing, I would like to thank the City's Chief Financial Officer/Treasurer Hitesh Desai 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 Revenue Manager Alex Thorpe, Senior Management Analyst Kate Lewis-Lakin, Deputy City Manager Kimberly Richardson, Human Resources Manager Jennifer Lin, Assistant City Manager Erika Storlie, and former Budget and Finance Manager Ashley King 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,

A handwritten signature in cursive script that reads "Wally Bobkiewicz". The signature is written in a dark ink and is positioned above the typed name.

Wally Bobkiewicz
City Manager

**FY 2019 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 includes residential neighborhoods encircling thoughtfully-planned business districts and recreational facilities. Ongoing 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 thirty 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 budget for FY 2019 is \$319,165,450 for all budgeted funds, including inter-fund transfers. This represents a decrease of \$16.3 million or 4.9% compared to the adopted FY 2018 Budget (\$335,469,008).

III. Fiscal Considerations

The budget process began with a General Fund baseline shortfall of \$4.9 million. As a result, the focus of the FY 2019 budget included the evaluation of all General Fund Department budgets and involved both revenue increases and expense reductions to present a balanced budget for 2019. These changes are detailed in the Budget Balancing Worksheet in the transmittal letter of this document.

The 2018 tax levy, receivable in 2019, includes an increase of \$1.82 million to the City levy. Of this, \$1 million will have no effect on taxpayers. This increase in levy amount is in order to capture the increased equalized assessed value (EAV) that was in the Washington-National TIF prior to its closure at the end of 2018. The remaining \$820,000 represents a 2% increase to the overall City Levy, which was approved as part of the Budget Balancing Worksheet. Additionally, the Library Fund levy increased by \$143,600 for general operations.

	2016 ADOPTED LEVY	2017 ADOPTED LEVY	2018 PROPOSED LEVY	\$ VARIANCE INCREASE / (DECREASE)	% VARIANCE INCREASE / (DECREASE)
GENERAL FUND					
Gross Levy	7,889,028	8,060,613	10,552,578	2,491,964	
Loss Factor*	157,781	161,212	211,052	49,839	
Net Levy - General Fund	\$ 7,731,247	\$ 7,899,401	\$ 10,341,526	\$ 2,442,125	
GENERAL FUND - IMRF PENSION					
Gross Levy	2,719,691	2,548,105	1,534,466	(1,013,639)	
Loss Factor*	54,394	50,962	30,689	(20,273)	
Net Levy - IMRF Pension	\$ 2,665,297	\$ 2,497,143	\$ 1,503,777	\$ (993,366)	
GENERAL ASSISTANCE FUND					
Gross Levy	918,367	918,367	918,367	-	
Loss Factor*	18,367	18,367	18,367	-	
Net Levy - General Assistance	\$ 900,000	\$ 900,000	\$ 900,000	\$ -	
SOLID WASTE FUND					
Gross Levy	-	418,367	836,735	418,368	
Loss Factor*	-	8,367	16,735	8,368	
Net Levy - Solid waste Fund	-	\$ 410,000	\$ 820,000	\$ 410,000	
TOTAL CITY AND GA FUND	11,296,544	11,706,544	13,565,303	1,858,759	15.88%
FIRE PENSION FUND					
Gross Levy	8,029,295	8,229,538	8,149,576	(79,962)	
Loss Factor*	160,586	164,591	162,992	(1,599)	
Net Levy - Fire Pension	\$ 7,868,709	\$ 8,064,947	\$ 7,986,584	\$ (78,363)	
POLICE PENSION FUND					
Gross Levy	10,114,490	10,344,596	10,385,008	40,412	
Loss Factor*	202,290	206,892	207,700	808	
Net Levy - Police Pension	\$ 9,912,200	\$ 10,137,704	\$ 10,177,308	\$ 39,604	
DEBT SERVICE FUND					
Gross Levy	10,879,993	10,879,993	10,879,993	-	
Loss Factor*	-	-	-	-	
Net Levy - Debt Service	\$ 10,879,993	\$ 10,879,993	\$ 10,879,993	\$ -	
TOTAL CITY LEVY					
Gross Levy	40,550,863	41,399,579	43,256,723	1,857,143	
Loss Factor*	593,417	610,391	647,535	37,143	
TOTAL CITY NET LEVY	39,957,446	40,789,188	42,609,188	1,820,000	4.46%
LIBRARY FUND					
Gross Levy	6,412,610	6,761,668	6,887,755	126,087	
Loss Factor*	128,252	135,233	137,755	2,522	
Net Levy - Library	\$ 6,284,358	\$ 6,626,435	\$ 6,750,000	\$ 123,565	
LIBRARY FUND - DEBT SERVICE					
Gross Levy	345,955	333,402	353,437	20,035	
Loss Factor*	-	-	-	-	
Net Levy - Library Debt	\$ 345,955	\$ 333,402	\$ 353,437	\$ 20,035	
TOTAL LIBRARY LEVY					
Gross Levy	6,758,565	7,095,070	7,241,192	146,122	
Loss Factor*	128,252	135,233	137,755	2,522	
TOTAL LIBRARY NET LEVY	6,630,313	6,959,837	7,103,437	143,600	2.06%
TOTAL CITY AND LIBRARY LEVIES	46,587,759	47,749,025	49,712,625	1,963,600	4.11%

IV. General Fund

Expenditures

The FY 2019 Adopted Budget includes a decrease in expenditures from the 2018 Adopted Budget. These increases are detailed in the Transmittal letter.

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.

Property Tax

The City's portion of the property tax levy is anticipated to increase by approximately \$1.82 million. Of this, \$1 million is in order to capture the increased EAV that was in the Washington-National TIF prior to its closure at the end of 2018 and will have no impact on taxpayers. The remaining \$820,000 is a 2% increase on the overall City levy amount.

State Sales Tax

General Fund revenue from the State of Illinois sales tax is expected to be \$10,250,000 which represents an approximate 2.8% decrease in comparison to the FY 2018 budget. This revenue is a slight decrease due to the projections provided by the State of Illinois budget office.

Home Rule Sales Tax

This General Fund revenue is budgeted at \$6,300,000, which is a 1.8% decrease in comparison to the FY 2018 budget. 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 (i.e sales tax above). This revenue decrease is associated with a 1% administration surcharge placed on City sales taxes by the State of Illinois and a slight decrease in overall expected revenues.

State Income Tax

Based upon projections from the Illinois Municipal League, revenue budgeted for FY 2019 is \$7,210,000, representing a slight increase from the FY 2018 budget. This revenue is collected by the State of Illinois and the amount distributed to Illinois municipalities is dependent upon population size.

Utility Taxes

Revenues from utility taxes are comprised of electric, natural gas distribution and consumption, and telecommunications taxes. For FY 2019, these taxes are

budgeted at \$6.8 million. Electric and natural gas taxes are weather sensitive and can fluctuate based on high / low weather patterns.

Real Estate Transfer Tax

In November 2018, is a referendum passed to increase the real estate transfer tax rate to \$7 per \$1,000 for sales over \$1.5 million in value and \$9 per \$1,000 for sales over \$5 million in value. The rate would remain the same for sales less than \$1.5 million in value. This ballot measure increased revenue by an additional \$750,000 above baseline revenue.

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 2019, the revenue projection for vehicle licenses is \$2,875,000, which is \$25,000 more than 2018. The baseline revenue was \$150,000 below 2018 revenue, but the adopted budget includes an increase to the wheel tax rate that caused an increase in revenue.

Licenses, Permits, and Fees

Including vehicle sticker sales, total licenses, permits, and fees are expected to generate \$10.5 million, which represents a \$1.9 million decrease in comparison to FY 2018. This major decrease is reflected in lower building permit related revenues. There are several revenue sources, which comprise the licenses, permit and fee category including building permits, liquor licenses and the cable franchise fee.

Fines and Forfeitures

Parking tickets, regular and other fine revenues are budgeted to be \$4,700,500 in FY 2019, which is a \$900,000 increase from the 2018 adopted budget, due primarily to increased parking ticket rates.

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 \$8,900,909 in FY 2019, which is a \$1.1 million decrease over FY 2018. Ambulance service rates were increased as part of the adopted budget.

Intergovernmental Revenue

This revenue is completely dependent on grants offered by the State and Federal governments. For FY 2019, the revenue is projected to be higher than FY 2018 at \$994,303. The majority of the City's grant funding is located in grant-specific funds outside of the General Fund.

V. Other Funds

General Assistance Fund

The General Assistance Program, which is mandated by the State of Illinois, is administered by the City of Evanston and supported by Evanston tax revenues. The program provides assistance (up to \$935 monthly) to Evanston residents who are not eligible for other forms of state or federal financial assistance and do not have resources to support their basic needs.

Human Services Fund

The Human Services Fund was created to protect Evanston's most vulnerable residents and to provide individuals and families with access to services that promote self-sufficiency and address mental health concerns. This includes community services provided by social services agencies, crisis intervention services, and the Community Action Program. This Fund includes a 4% reduction in expenses as noted in the Transmittal Letter.

Good Neighbor Fund

The Good Neighbor Fund is a result of Northwestern University's commitment to contributing \$1 million in support of City programs.

Library Funds

The Evanston Public Library reviews and approves Library Funds/Budgets through the Library Board and these funds are included in this document. The Library is increasing both operating and capital expenses for 2019. 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.

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 \$2,188,897 in FY 2019.

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 2019 revenues for the fund are budgeted at \$1,319,800 while expenditures adopted for 2019 total \$1,021,489.

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. The FY 2019 revenues and expenditures budgeted for the SSA #4 Fund are projected to be \$525,000.

Community Development Block Grant (CDBG) Fund

This accounts for funds granted from the U.S. Department of Housing and Urban Development. The expenditure amount estimated for FY 2019 is \$2,631,080, which includes draw down of prior year available funds.

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 2019 expenditures total is \$250,000.

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 \$100,000 in FY 2019. 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 low- to moderate-income residents in finding affordable housing. The HOME Fund's FY 2019 budgeted expenditures are \$741,269.

Affordable Housing Fund

The Affordable Housing Fund seeks to support housing related programs as adopted by the City Council. The FY 2019 budget is \$1,027,697 for Rehab Loans and Housing Related Services.

Debt Service Fund

The 2018 tax year levy filed with Cook County in December 2018 has been budgeted as revenue for FY 2019. Budgeted expenditures in this fund primarily consist of general obligation debt service paid from property taxes. Total debt service expenses for FY 2019 are projected at \$14,767,219. This includes the 2019 debt service payment for bonds issued for the Crown Community Center Project, funded by a transfer from the General Fund.

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 2019 total \$746,225.

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 2019 are budgeted at \$643,000.

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. Expenses for FY 2019 are budgeted at \$70,870 for the payment of 2017C bond issue Debt Service.

Chicago-Main TIF Fund

The City Council adopted the Chicago/Main Tax Increment Financing (TIF) District #8 in January 2013. The goal of this TIF district is to support the continued development of the thriving business district located near the intersection of Chicago Avenue and Main Street. The FY 2019 Budget is \$100,610 for the payment of 2017C bond issue debt service.

Special Service Area #6 Fund

Special Service Area #6 is comprised of the commercial areas of Dempster Street, Chicago Avenue, and Main Street. The FY 2019 Budget for this fund is \$221,500.

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 \$14,260,549. The Robert Crown Community Center capital expenses are tracked in a separate fund and is not included as expenditures in the Capital Improvements Fund.

Crown Construction Fund

This fund, created in 2018, is used to track revenues and expenses associated with the approximately \$53 million project to build the new Robert Crown Community and Library Center. The FY 2019 budget for this fund is \$23,670,000.

Special Assessment Fund

The Special Assessment Fund's budgeted expenditures for FY 2019 total \$936,955 to be used for Alley reconstruction throughout the City.

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, Maple, and Church St. garages along with the entire municipal parking system with over 2,000 meters. FY 2019 expenses total \$13,249,881.

Water Fund

The Water Fund has budgeted FY 2019 expenses totaling \$48,657,257. This amount includes major capital projects which can be found in the CIP and includes the major project of replacement of the 5.0 million gallon treated water storage reservoir at the Water Plant.

Sewer Fund

The Sewer Fund has budgeted FY 2019 expenses totaling \$14,755,238, which includes \$4.9 million in capital outlay.

Solid Waste Fund

The FY 2019 budget for Solid Waste operations is projected at \$5,416,542 which is an increase of \$306,841 from FY 2018.

Fleet Services Fund

Budgeted expenditures for FY 2019 total \$3,183,322. 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 2019 expenditures budgeted for the fund total \$1,622,977.

Insurance Fund

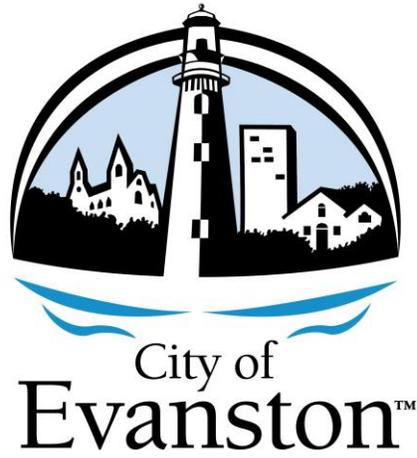
The Insurance Fund continues to incur increased liability/personnel cost increases. 2019 budgeted expenditures total \$18,962,870. The City self-insures a large majority of liability insurance claims in this fund, with a self-insured retention set at \$1,250,000.

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 2019 are budgeted at \$9,333,500.

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 2019 are budgeted at \$12,876,500.



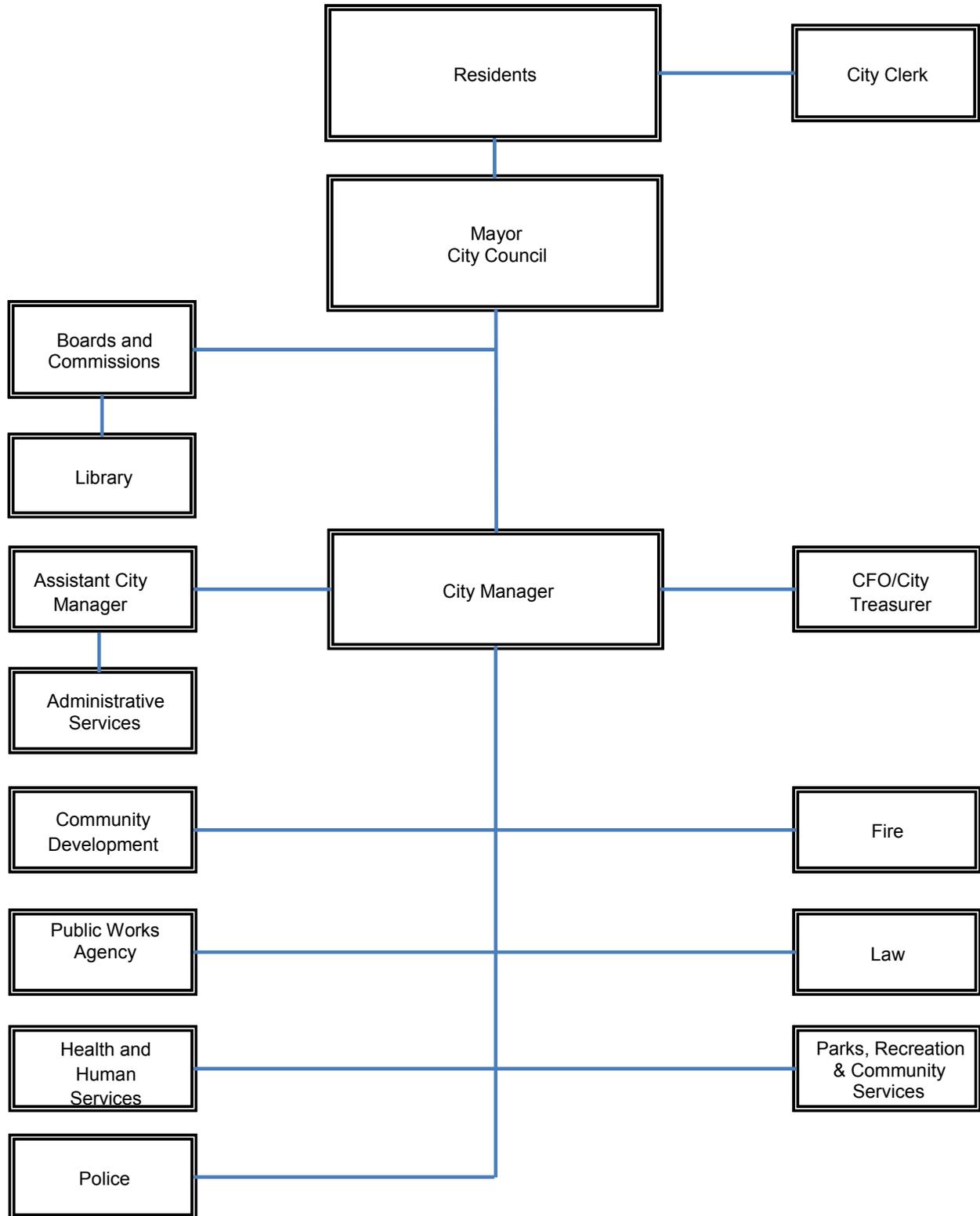
PART II

CHARTS & SUMMARIES



2019 ADOPTED BUDGET

Organizational 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	534,400
		Number of Registered Borrowers	49,285
		Annual Circulation	1,056,000
Population	74,756	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	268
		Number of Public Swimming Beaches	5
Equalized Assessed Valuation (2014)	\$2,740,060,120	Municipal Parking Utility	
Median Household Income	\$71,317	Number of Parking Meters	2,300
Municipal Services and Facilities		Number of Parking Lots	35
Miles of Streets	147	Capacity of Parking Lots	1,919
Miles of Alleys	76	Metered Spaces	686
Miles of Sewers	208	Space Rentals and Free Spaces	1,233
Number of Street Lights	5,641	Capacity of Parking Garages	3,283
		Number of Parking Garages	3
Fire Protection		Municipal Water Utility	
Number of Firefighters (2018)	107	Total Population Served	365,883
Number of Stations	5	Northwest Water Commission	225,137
I.S.O. Rating	Class 3	Evanston	75,570
		Skokie	65,176
		Miles of Water Mains	157.5
		Filtration Plant Rated Daily Capacity (gallons)	108,000,000
Police Protection		Rated Daily Pumping Capacity (gallons)	147,000,000
Number of Sworn Officers (2018)	166	Average Daily Pumpage (gallons)	37,850,000
Number of School Crossing Guards	49		
Number of Parking Enforcement Officers	11		

CITY OF EVANSTON, ILLINOIS

Demographic and Economic Statistics

Last Ten Years

Calendar Year	Population	Total Personal Income	Per Capita Personal Income	Median Age	Education % of Population with HS Diploma or Higher	School Enrollment	Unemployment Rate
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%
2013	74,619	3,113,477,775	41,725	34.4	93.9%	10,293	6.7%
2014	75,570	3,262,734,750	43,175	34.4	93.9%	10,429	4.2%
2015	75,570	3,124,063,800	41,340	34.4	93.9%	11,088	4.5%
2016	75,603	3,235,052,370	42,790	35.2	94.0%	12,104	4.3%
2017	75,472	3,316,617,040	43,945	35.3	94.0%	12,026	3.9%

Source: United States Census Bureau

City of Evanston
2019 Budget Calendar

DATE	TIME	ACTIVITY
Monday, March 19, 2018	7PM	Priority Based Budgeting roll-out
April 10-June 7, 2018		PBB Survey Open to the Public
Monday, June 18, 2018	7PM	PBB Update & Next Steps
June-August		Targeted outreach & engagement
Monday, July 30, 2018	7PM	PBB Update Mid-Year 2018 Budget Review
August & September		Continued face to face outreach & engagement
Thursday, September 13, 2018	7PM	Public Outreach Event
Monday, September 17, 2018	7PM	Human Services Program Review Presentation
Friday October 5, 2018	5PM	Proposed 2019 Budget to City Council Online outreach tool open to the public
Monday, October 22, 2018	7PM*	2019 Budget Discussion
Saturday, October 27, 2018	9AM - 1PM	Special City Council meeting Public Hearing-- Truth in Taxation Public Hearing-- FY 2019 Proposed Budget Preliminary Tax Levy Estimate
Monday, October 29, 2018	6PM	2019 Budget Discussion
Monday, November 12, 2018	7PM	2019 Budget Discussion (if needed)
Monday, November 19, 2018	7PM*	2019 Budget & 2018 Tax Levy Adoption

*meeting times are approximate

All meetings are held in the James C. Lytle Council Chambers

Rosh Hashana is September 9-11
Yom Kippur is September 18-19
Columbus Day is October 8
Thanksgiving is November 22



2019 ADOPTED BUDGET

Budget 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.



2019 ADOPTED BUDGET

Budget Process

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.
- 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.



2019 ADOPTED BUDGET

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.



2019 ADOPTED BUDGET

Budgetary Basis of Accounting

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.



2019 ADOPTED BUDGET

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

General Assistance Fund – To account for the General Assistance program. Assistance is provided to persons who are not eligible for any other state or federal financial assistance programs and who do not have income or resources to provide for their basic needs.

Human Services Fund – To account for the access to resources that offer support and empower families.

Good Neighbor Fund – To account for the resources provided by Northwestern University to assist City functions and increase programming.

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 Capital Fund – To account for the capital improvements to the Evanston Public Library. Funding is provided primarily through property tax levy.

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

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. NSP2 Fund is no longer in use in 2019.

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.

Special Service Area No. 6 Fund To account for promotion, advertisement, and street maintenance costs of the area located in the City's commercial district surrounding Dempster, Chicago, and Main. Financing is provided by the City through an annual special service area property tax levy.



2019 ADOPTED BUDGET

Fund Descriptions

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 Block Grant Loan Fund - To account for residential rehabilitation loans to residents.

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.

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.

Southwest 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.

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



2019 ADOPTED BUDGET

Fund Descriptions

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.

Crown Construction Fund - To account for all activity related to the construction of a new Robert Crown Community Center beginning in 2017. Financing is provided by general obligation bond proceeds and community contributions.

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.

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.



2019 ADOPTED BUDGET

Fund Descriptions

TRUST AND AGENCY 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.

DEPARTMENT/FUND RELATIONSHIPS

Department	Funds	Department	Funds
13 CITY COUNCIL	100 GENERAL FUND	30 PARKS, REC. AND COMMUNITY SERV.	100 GENERAL FUND
14 CITY CLERK	100 GENERAL FUND		415 CAPITAL IMPROVEMENTS FUND
15 CITY MANAGER'S OFFICE	100 GENERAL FUND	40 PUBLIC WORKS AGENCY	100 GENERAL FUND
	505 PARKING SYSTEM FUND		200 MOTOR FUEL TAX FUND
17 LAW	100 GENERAL FUND		415 CAPITAL IMPROVEMENTS FUND
19 ADMINISTRATIVE SERVICES	100 GENERAL FUND		416 CROWN CONSTRUCTION FUND
	415 CAPITAL IMPROVEMENTS FUND		420 SPECIAL ASSESSMENT FUND
	505 PARKING SYSTEM FUND		505 PARKING SYSTEM FUND
	600 FLEET SERVICES FUND		510 WATER FUND
	601 EQUIPMENT REPLACEMENT FUND		515 SEWER FUND
21 COMMUNITY DEVELOPMENT	100 GENERAL FUND		520 SOLID WASTE FUND
	176 HEALTH AND HUMAN SERVICES	48 LIBRARY	100 GENERAL FUND
	195 NEIGHBORHOOD STABILIZATION FUND		185 LIBRARY FUND
	210 SPECIAL SERVICE AREA (SSA) #4		186 LIBRARY DEBT SERVICE FUND
	215 CDBG FUND		187 LIBRARY CAPITAL IMPROVEMENT FD
	220 CDBG LOAN FUND	99 NON-DEPARTMENTAL	180 GOOD NEIGHBOR FUND
	230 HOUSING FUND		186 LIBRARY DEBT SERVICE FUND
	235 NEIGHBORHOOD IMPROVEMENT		300 WASHINGTON NATIONAL TIF FUND
	240 HOME FUND		310 HOWARD-HARTREY TIF
	250 AFFORDABLE HOUSING FUND		315 SOUTHWEST TIF FUND
22 POLICE	100 GENERAL FUND		320 DEBT SERVICE FUND
	205 EMERGENCY TELEPHONE (E911) FUND		325 DOWNTOWN TIF DEBT SERVICE FUND
	415 CAPITAL IMPROVEMENTS FUND		330 HOWARD-RIDGE TIF FUND
	705 POLICE PENSION FUND		335 WEST EVANSTON TIF FUND
23 FIRE MGMT & SUPPORT	100 GENERAL FUND		340 DEMPSTER-DODGE TIF FUND
	415 CAPITAL IMPROVEMENTS FUND		345 CHICAGO-MAIN TIF
	700 FIRE PENSION FUND		350 SPECIAL SERVICE AREA (SSA) #6
24 HEALTH	100 GENERAL FUND		415 CAPITAL IMPROVEMENTS FUND
	175 GENERAL ASSISTANCE FUND		416 CROWN CONSTRUCTION FUND
	176 HEALTH AND HUMAN SERVICES		605 INSURANCE FUND



2019 ADOPTED BUDGET

Budget Policies

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 was revised in 2014 as follows:

I. Budget Process

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.

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.

Quarterly Financial Update

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

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.

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.

Submission of the Proposed Budget

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



2019 ADOPTED BUDGET

Budget Policies

II. Fund Policies

General Fund

The General Fund budget will be balanced each year, subject to the current Fund Reserve level. In the event the General Fund Reserve balance is below the minimum level of 16.6%, the fund may be structured with a surplus budget in order to bring reserves up to the minimum. In the event the fund reserve is above the 20% recommended maximum, the budget may be structured in a deficit to account for the transfers out to other funds as noted in the reserve policy.

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.

Water Fund

A minimum of 16.6% of expenses shall be maintained as a reserve; in addition, a sufficient reserve shall be maintained to meet debt requirements. A portion of the fund reserve shall be used to fund depreciation and capital improvement needs.

Fire and Police Pension Funds

The Firefighters and Police Pension Funds shall receive funding in accordance with the Joint Actuarial Report provided by the City and both Funds each year. Actuarial methods and assumptions shall be reviewed annually and shall meet or exceed Illinois statutory regulations.

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 telephone surcharge.

Motor Fuel Tax Fund

Revenues for this fund are provided by the state motor fuel tax and as such should be used only for street improvement, repair, and maintenance as allowed by State of Illinois law. Funds may be accumulated for the purpose of accomplishing major projects, however, the beginning reserve balance for this fund should not fall below 25% of the annual revenue received in the prior year.

Insurance Fund

The Insurance Fund must be maintained to meet the City's current and future insurance liability and self-funded employee benefits program requirements. Liability Insurance Requirements include current budget year obligations and building a reserve (as noted in the fund reserve section of this communication) 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



2019 ADOPTED BUDGET

Budget Policies

each year will recommend to the City Council insurance policy coverage and limits and include the necessary funds in the operating budget. Self-funded Employee Benefit Program costs are accounted for in this fund and at the Intergovernmental Personal Benefits Cooperative (IPBC). As required by the IPBC the City will maintain a minimum of one month's reserve for PPO benefit programs at the IPBC. Further, the City will set rates and manage program benefit costs to keep cost increases below the Medical rate of inflation.

Fleet Services Fund

The City of Evanston shall maintain vehicles and equipment, which are safe and adequate for the demands of the operating departments. Interfund transfers from operating departments shall be established to maintain the necessary staff, equipment and supplies/parts to service all appropriate vehicles.

Equipment Replacement Fund

The Equipment Replacement Fund receives interfund transfer from operating department's established to replace vehicles within 2 years of the expiration of their useful life as determined by the fleet maintenance division. General obligation debt shall only be used for vehicles with an expected equal to or greater than 15 years and with a purchase price greater than or equal to \$250,000.

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 decreased 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 \$150,000,000 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



2019 ADOPTED BUDGET

Budget Policies

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.

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 operations, debt service, and capital projects. Transfers to other funds for administrative expenses should be maintained to reflect true program costs.

Solid Waste 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 solid waste operations, debt service, and capital projects. Transfers to other funds for administrative expenses should be maintained to reflect true program costs.

Expenditure Analysis

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:

General Fund

A minimum of 16.6% or two month of operating expenses shall be maintained as a reserve. Any monies over a 16.6% 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.

Parking System Fund

A minimum of 16.6% 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.

Water Fund

A minimum of 16.6% of expenses shall be maintained as a reserve; in addition, a sufficient reserve shall be maintained to meet debt requirements. A portion of the fund reserve shall be used to fund depreciation and capital improvement needs.



2019 ADOPTED BUDGET

Budget Policies

Sewer Fund

A minimum of 16.6% of expenses shall be maintained as a reserve; in addition, a sufficient reserve shall be maintained to satisfy both bond and IEPA loan debt requirements. A portion of this fund reserve shall be used to fund depreciation and capital improvement needs.

Solid Waste Fund

A minimum of 16.6% of expenses shall be maintained as a reserve; in addition, a sufficient reserve shall be maintained to satisfy debt requirements. A portion of this fund reserve shall be used to fund depreciation and capital improvement needs.

Motor Fuel Tax Fund

A minimum of 25% expenses shall be maintained as a reserve in order to ensure the efficient startup of roadway projects each year.

Capital Improvement Fund

A minimum of 25% of expenses funded from non-debt sources shall be maintained as a reserve. No debt-service costs are located in this fund and therefore no reserve is required for debt service. This 25% reserve shall be used for the startup costs of the current year capital projects in the approved annual budget. Any funds that remain unspent from incomplete capital projects shall be in addition to this 25% level. Any funds that are unspent from projects that were completed under budget shall be included in this 25% level. All projects funded from bond proceeds or other debt issues, shall be tracked along with that debt issue to comply with arbitrage and issuance compliance regulations.

Tax Increment Finance Funds

Fund reserves shall be based on outstanding debt-service requirements or multi-year development incentives established by the City. Reserves shall be designated for the funding of these long-term expenses prior to being released for future capital or development expenses.

Insurance Fund

Health Insurance Reserves should be no less than three months of annual expenses. At least one month of the three month reserve is required to be kept at the Intergovernmental Personal Benefits Cooperative (IPBC). This reserve will be utilized to cover the claims payable cycle cost which is approximately 45 days, and to provide for reserves in the event of major changes in rates/claims experience. Liability Insurance Reserves are not established to fully fund all potential future claims. As such, cash reserves should be set at a minimum of 25% of outstanding claims payable as defined in the prior year audit or twice the current annual self-insured retention coverage level (currently at \$1,250,000).

Fleet Maintenance Fund

Fleet Maintenance Fund Reserves should remain in a positive position with sufficient funds to operate during the year.

Equipment Replacement Fund

Equipment Replacement Fund Reserves should not exceed the amount of accumulated depreciation of the City's fleet as noted in the prior year Annual Audit.

**Total Budgeted Expenditures - All Funds
(Prior to Interfund Transfers)
FY2018 vs. FY2019**

In this summary, the total budgets for all funds are compared with the Adopted fund totals for FY18
All budget totals in this summary are gross figures prior to eliminating interfund transfers.

Fund	Fund #	2017 Actual Amount	2018 Adopted Budget	2018 Estimated Amount	2019 Adopted Budget	Net Change in Expenses (2018 to 2019)	Percent Change
General	100	113,924,739	114,237,796	114,394,087	114,153,373	(84,423)	-0.1%
General Assistance	175	909,475	1,265,921	1,251,201	1,273,776	7,855	0.6%
Human Services	176	940,789	859,153	828,471	817,471	(41,682)	-4.9%
Good Neighbor Fund	180	1,000,000	1,000,000	1,000,000	1,000,000	-	0.0%
Library	185	6,805,048	7,476,297	7,359,834	7,771,945	295,648	4.0%
Library - Debt Service	186	1,143,269	333,404	333,404	353,437	20,033	6.0%
Library - Capital	187	1,122,708	10,095,000	1,890,000	1,835,000	(8,260,000)	-81.8%
Neighborhood Stabilization	195	37,641	94,821	51,300	-	(94,821)	-100.0%
Motor Fuel	200	957,990	2,457,990	2,457,990	2,188,897	(269,093)	-10.9%
Emergency Telephone	205	966,766	1,043,438	1,011,313	1,021,489	(21,949)	-2.1%
Special Service Area # 4	210	329,000	370,000	370,000	525,000	155,000	41.9%
CDBG	215	1,906,970	2,439,512	1,711,028	2,631,080	191,568	7.9%
CDBG Loan	220	13,070	293,000	156,000	250,000	(43,000)	-14.7%
Economic Development	225	2,996,226	-	-	-	-	N/A
Neighborhood Improvement	235	-	100,000	150	100,000	-	0.0%
HOME	240	248,055	588,321	347,806	741,269	152,948	26.0%
Affordable Housing Fund	250	360,323	489,300	428,233	1,027,697	538,397	110.0%
Washington National TIF	300	5,658,005	9,207,040	11,032,544	-	(9,207,040)	-100.0%
Southwest II TIF	310	644,993	-	-	-	-	N/A
Debt Service	320	23,200,365	14,297,257	21,814,619	14,767,219	469,962	3.3%
Howard-Ridge TIF	330	368,386	4,681,500	4,039,795	746,225	(3,935,275)	-84.1%
West Evanston TIF	335	44,235	40,000	48,031	643,000	603,000	1507.5%
Dempster-Dodge TIF	340	2,092,108	72,666	75,135	70,870	(1,796)	-2.5%
Chicago-Main TIF	345	3,669,511	108,999	107,561	100,610	(8,389)	-7.7%
Special Service Area #6	350	291,354	221,500	221,500	221,500	-	0.0%
Capital Improvement	415	15,760,481	30,297,527	21,007,479	14,260,549	(16,036,978)	-52.9%
Crown Construction	416	1,008,651	9,634,000	20,000,000	23,670,000	14,036,000	145.7%
Special Assessment	420	269,734	585,217	854,583	936,955	351,738	60.1%
Parking	505	10,133,302	12,896,493	10,498,680	13,249,881	353,388	2.7%
Water	510	18,279,088	45,663,506	22,129,299	48,657,257	2,993,751	6.6%
Sewer	515	7,504,867	14,817,870	14,006,923	14,755,238	(62,632)	-0.4%
Solid Waste	520	4,906,657	5,109,701	5,162,654	5,416,542	306,841	6.0%
Fleet	600	2,927,375	3,333,871	3,072,235	3,183,322	(150,549)	-4.5%
Equipment Replacement	601	1,855,367	1,597,977	1,745,000	1,622,977	25,000	1.6%
Insurance	605	21,374,954	18,439,931	20,286,119	18,962,870	522,939	2.8%
Fire Pension	700	8,818,265	8,795,000	8,830,000	9,333,500	538,500	6.1%
Police Pension	705	11,888,945	12,525,000	12,305,500	12,876,500	351,500	2.8%
Total All Funds		\$ 274,358,709	\$ 335,469,008	\$ 310,828,474	\$ 319,165,450	\$ (16,303,559)	-4.9%

**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 FY2019 budget.
The total for each fund is compared with that of the approved FY2018 budget.

Fund	Fund #	FY2018 Net Budget	FY2019 Adopted Expenditures	Less Transfers to Other Funds	FY2019 Net Expenditures	Net Change	Percent Change
General	100	75,317,564	114,153,373	(39,124,156)	75,029,217	(288,347)	-0.4%
General Assistance	175	1,221,255	1,273,776	(46,676)	1,227,100	5,845	0.5%
Human Services	176	859,153	817,471		817,471	(41,682)	-4.9%
Good Neighbor	180	-	1,000,000	(630,000)	370,000	370,000	N/A
Library	185	6,612,106	7,771,945	(901,402)	6,870,543	258,437	3.9%
Library - Debt Service	186	333,404	353,437		353,437	20,033	6.0%
Library - Capital	187	10,095,000	1,835,000	(1,250,000)	585,000	(9,510,000)	-94.2%
Neighborhood Stabilization	195	85,875	-		-	(85,875)	-100.0%
Motor Fuel	200	-	2,188,897	(982,897)	1,206,000	1,206,000	N/A
Emergency Telephone	205	872,374	1,021,489	(173,627)	847,862	(24,512)	-2.8%
Special Service Area # 4	210	370,000	525,000		525,000	155,000	41.9%
CDBG	215	1,398,472	2,631,080	(727,545)	1,903,535	505,063	36.1%
CDBG Loan	220	293,000	250,000		250,000	(43,000)	-14.7%
Neighborhood Improvement	235	100,000	100,000	(100,000)	-	(100,000)	-100.0%
HOME	240	583,660	741,269	(3,630)	737,639	153,979	26.4%
Affordable Housing	250	485,459	1,027,697	(16,016)	1,011,681	526,222	108.4%
Washington National TIF	300	2,100,000	-		-	(2,100,000)	-100.0%
Debt Service	320	14,297,257	14,767,219		14,767,219	469,962	3.3%
Howard-Ridge TIF	330	3,121,500	746,225	(346,225)	400,000	(2,721,500)	-87.2%
West Evanston TIF	335	10,000	643,000	(30,000)	613,000	603,000	6030.0%
Dempster-Dodge TIF	340	72,666	70,870	(70,870)	-	(72,666)	-100.0%
Chicago-Main TIF	345	108,999	100,610	(100,610)	-	-	
Special Service Area #6	350	221,500	221,500		221,500		
Capital Improvement	415	29,797,527	14,260,549	(76,519)	14,184,030	(15,613,497)	-52.4%
Crown Construction	416	9,634,000	23,670,000		23,670,000	14,036,000	145.7%
Special Assessment	420	71,790	936,955	(286,949)	650,006	578,216	805.4%
Parking	505	10,897,762	13,249,881	(3,786,344)	9,463,537	(1,434,225)	-13.2%
Water	510	40,816,723	48,657,257	(5,136,270)	43,520,987	2,704,264	6.6%
Sewer	515	13,404,603	14,755,238	(1,235,191)	13,520,047	115,444	0.9%
Solid Waste	520	4,664,841	5,416,542	(477,376)	4,939,166	274,325	5.9%
Fleet	600	3,114,962	3,183,322	(224,277)	2,959,045	(155,917)	-5.0%
Equipment Replacement	601	1,597,977	1,622,977		1,622,977	25,000	1.6%
Insurance	605	18,430,299	18,962,870	(10,114)	18,952,756	522,457	2.8%
Fire Pension	700	8,795,000	9,333,500		9,333,500	538,500	6.1%
Police Pension	705	12,525,000	12,876,500		12,876,500	351,500	2.8%
Total All Funds		\$ 272,309,728	\$ 319,165,450	\$ (55,736,694)	\$ 263,428,756	\$ (8,880,972)	-3.3%

**City of Evanston
Budgeted Interfund Transfers
2019 Adopted Budget**

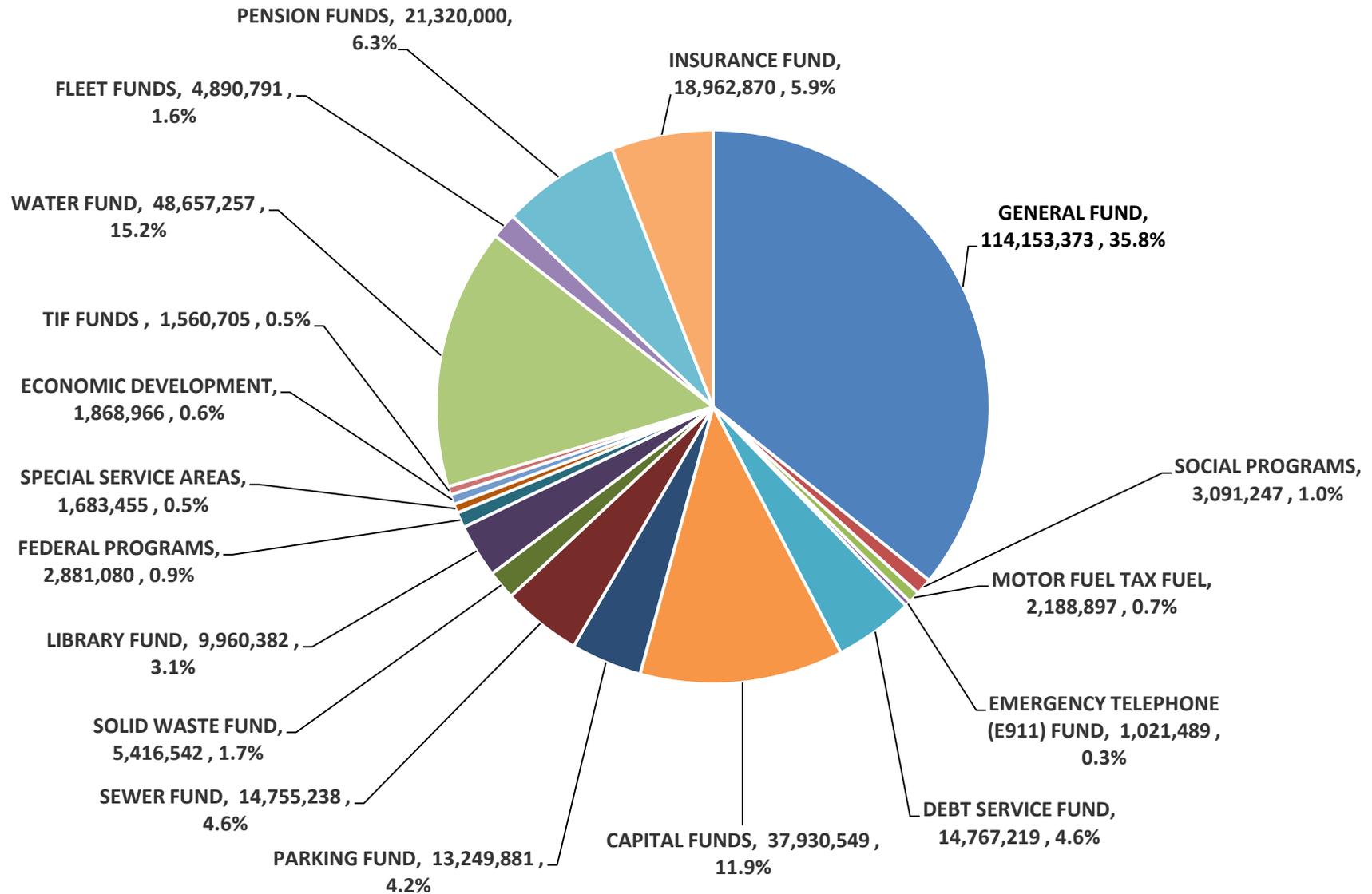
		Budget			Budget
	Fund	Transfers To		Fund	Transfers From
Revenue To	General	270,000	Expense From	Library	(270,000)
Revenue To	General	480,000	Expense From	Good Neighbor	(480,000)
Revenue To	General	982,897	Expense From	Motor Fuel	(982,897)
Revenue To	General	60,000	Expense From	E911	(60,000)
Revenue To	General	10,344	Expense From	CDBG	(10,344)
Revenue To	General	60,000	Expense From	Howard-Ridge TIF	(60,000)
Revenue To	General	30,000	Expense From	West Evanston TIF	(30,000)
Revenue To	General	2,972,390	Expense From	Parking	(2,972,390)
Revenue To	General	3,799,559	Expense From	Water	(3,799,559)
Revenue To	General	330,167	Expense From	Sewer	(330,167)
Revenue To	General	5,000	Expense From	Chicago / Main TIF	(5,000)
Revenue To	General	5,000	Expense From	Dempster / Dodge TIF	(5,000)
Revenue To	General	92,000	Expense From	Special Assessment	(92,000)
	Subtotal	\$ 9,097,357		Subtotal	\$ (9,097,357)
Revenue To	Police and Fire Pensions	18,788,892	Expense From	General	(18,788,892)
	Subtotal	\$ 18,788,892		Subtotal	\$ (18,788,892)
Revenue To	Health and Human Services	828,471	Expense From	General	(828,471)
	Subtotal	\$ 828,471		Subtotal	\$ (828,471)
Revenue To	Library Fund	150,000	Expense From	Good Neighbor	(150,000)
	Subtotal	\$ 150,000		Subtotal	\$ (150,000)
Revenue To	Capital Fund	615,000	Expense From	CDBG	(615,000)
Revenue To	Capital Fund	100,000	Expense From	Neighborhood Improvement	(100,000)
	Subtotal	\$ 715,000		Subtotal	\$ (715,000)
Revenue To	Crown Construction	1,250,000	Expense From	Library Capital	(1,250,000)
	Subtotal	\$ 1,250,000		Subtotal	\$ (1,250,000)
Revenue To	Solid Waste Fund	150,000	Expense From	General	(150,000)
	Subtotal	\$ 150,000		Subtotal	\$ (150,000)
Revenue To	Debt Service (ERI)	825,502	Expense From	General	(825,502)
Revenue To	Debt Service (Debt Reduction)	1,141,042	Expense From	General	(1,141,042)
Revenue To	Debt Service (Crown Debt Service)	1,000,000	Expense From	General	(1,000,000)
Revenue To	Debt Service (ERI)	87,457	Expense From	Library	(87,457)
Revenue To	Debt Service (ERI)	14,034	Expense From	E911	(14,034)
Revenue To	Debt Service (ERI)	7,132	Expense From	CDBG	(7,132)
Revenue To	Debt Service	194,949	Expense From	Special Assessment	(194,949)
Revenue To	Debt Service	65,870	Expense From	Dempster / Dodge TIF	(65,870)
Revenue To	Debt Service	95,610	Expense From	Chicago Main TIF	(95,610)
Revenue To	Debt Service	286,225	Expense From	Howard Ridge TIF	(286,225)
Revenue To	Debt Service (ERI)	10,114	Expense From	Insurance	(10,114)
Revenue To	Debt Service	251,152	Expense From	Sewer	(251,152)
Revenue To	Debt Service (ERI)	35,114	Expense From	Fleet	(35,114)
	Subtotal	\$ 4,014,201		Subtotal	\$ (4,014,201)
Revenue To	Fleet	2,137,305	Expense From	General	(2,137,305)
Revenue To	Fleet	5,440	Expense From	Library	(5,440)
Revenue To	Fleet	159,517	Expense From	Parking	(159,517)
Revenue To	Fleet	824	Expense From	CDBG	(824)

Revenue To	Fleet	132,754	Expense From	Water	(132,754)
Revenue To	Fleet	192,213	Expense From	Sewer	(192,213)
Revenue To	Fleet	322,362	Expense From	Solid Waste	(322,362)
Subtotal		\$ 2,950,415	Subtotal		\$ (2,950,415)
Revenue To	Equipment Repl.	1,272,608	Expense From	General	(1,272,608)
Revenue To	Equipment Repl.	4,885	Expense From	Library	(4,885)
Revenue To	Equipment Repl.	1,340	Expense From	CDBG	(1,340)
Revenue To	Equipment Repl.	30,900	Expense From	Parking	(30,900)
Subtotal		\$ 1,309,733	Subtotal		\$ (1,309,733)
Revenue To	Insurance	12,980,336	Expense From	General	(12,980,336)
Revenue To	Insurance	46,676	Expense From	General Assistance	(46,676)
Revenue To	Insurance	533,620	Expense From	Library	(533,620)
Revenue To	Insurance	99,593	Expense From	E911	(99,593)
Revenue To	Insurance	92,905	Expense From	CDBG	(92,905)
Revenue To	Insurance	3,630	Expense From	Home	(3,630)
Revenue To	Insurance	16,016	Expense From	Affordable Housing	(16,016)
Revenue To	Insurance	76,519	Expense From	Capital	(76,519)
Revenue To	Insurance	623,537	Expense From	Parking	(623,537)
Revenue To	Insurance	1,203,957	Expense From	Water	(1,203,957)
Revenue To	Insurance	461,659	Expense From	Sewer	(461,659)
Revenue To	Insurance	155,014	Expense From	Solid Waste	(155,014)
Revenue To	Insurance	189,163	Expense From	Fleet	(189,163)
Subtotal		\$ 16,482,625	Subtotal		\$ (16,482,625)
Grand Total		\$ 55,736,694	Grand Total		\$ (55,736,694)

**City of Evanston
FY 2019 Adopted Budget
Fund Balance Summary**

Fund Name	Fund #	12/31/18 Estimated Fund Balance*	2019 Adopted Revenues	2019 Adopted Expenditures	FY2019 Adopted Surplus (Deficit)	12/31/19 Estimated Fund Balance	Fund Balance as a % of Expenditures	Fund Balance Reserve Policy
General Fund	100	13,254,214	115,886,870	114,153,373	1,733,497	14,987,711	13.1%	16.6%
General Assistance Fund	175	334,798	953,500	1,273,776	(320,276)	14,522	1.1%	N/A
Human Services	176	(10,665)	828,471	817,471	11,000	335	0.0%	N/A
Good Neighbor Fund	180	3,884	1,002,000	1,000,000	2,000	5,884	0.6%	N/A
Library	185	1,236,591	7,945,271	7,771,945	173,326	1,409,917	18.1%	N/A
Library - Debt Sevice	186	4,581	353,437	353,437	-	4,581	1.3%	N/A
Library - Capital	187	576,127	1,835,000	1,835,000	-	576,127	31.4%	N/A
Motor Fuel Tax Fund	200	1,845,740	1,922,000	2,188,897	(266,897)	1,578,843	72.1%	25.0%
Emergency Telephone Fund	205	608,645	1,319,800	1,021,489	298,311	906,956	88.8%	N/A
Special Service Area # 4	210	(208,694)	525,000	525,000	-	(208,694)	-39.8%	N/A
CDBG	215	64,106	2,631,080	2,631,080	-	64,106	2.4%	N/A
CDBG Loan	220	252,612	250,000	250,000	-	252,612	101.0%	N/A
Neighborhood Improvement	235	171,021	-	100,000	(100,000)	71,021	71.0%	N/A
HOME	240	-	741,269	741,269	-	-	N/A	N/A
Affordable Housing Fund	250	1,434,911	2,615,100	1,027,697	1,587,403	3,022,314	294.1%	N/A
Washington National TIF	300	-	-	-	-	-	N/A	N/A
Debt Service	320	25,974	15,645,694	14,767,219	878,475	904,449	6.1%	N/A
Howard-Ridge TIF	330	466,560	660,766	746,225	(85,459)	381,101	51.1%	N/A
West Evanston TIF	335	619,885	235,000	643,000	(408,000)	211,885	33.0%	N/A
Dempster-Dodge TIF	340	193,871	275,000	70,870	204,130	398,001	561.6%	N/A
Chicago-Main TIF	345	164,367	225,000	100,610	124,390	288,757	287.0%	N/A
Special Service Area #6	350	1,757	221,500	221,500	-	1,757	0.8%	N/A
Capital Projects Fund	415	4,095,994	13,685,000	14,260,549	(575,549)	3,520,445	24.7%	N/A
Crown Construction	416	10,350,861	18,905,498	23,670,000	(4,764,502)	5,586,359	23.6%	N/A
Special Assessment Fund	420	2,540,596	468,167	936,955	(468,788)	2,071,808	221.1%	N/A
Parking System Fund	505	4,411,121	10,565,875	13,249,881	(2,684,006)	1,727,115	13.0%	16.6%
Water	510	6,911,085	45,899,689	48,657,257	(2,757,568)	4,153,517	8.5%	10.0%
Sewer	515	4,015,136	13,592,885	14,755,238	(1,162,353)	2,852,783	19.3%	16.6%
Solid Waste	520	(1,052,653)	5,833,270	5,416,542	416,728	(635,925)	-11.7%	N/A
Fleet Service	600	282,848	3,033,196	3,183,322	(150,126)	132,722	4.2%	N/A
Equipment Replacement	601	481,251	1,519,949	1,622,977	(103,028)	378,223	23.3%	N/A
Insurance	605	(5,691,234)	19,592,282	18,962,870	629,412	(5,061,822)	-26.7%	N/A
Fire Pension	700	83,148,024	11,868,084	9,333,500	2,534,584	85,682,608	918.0%	N/A
Police Pension	705	127,728,727	19,271,808	12,876,500	6,395,308	134,124,035	1041.6%	N/A
Total All Funds		\$ 258,262,041	\$ 320,307,461	\$ 319,165,450	\$ 1,142,012	\$ 259,404,053		

2019 Adopted Budget - All Funds \$ 319,165,450



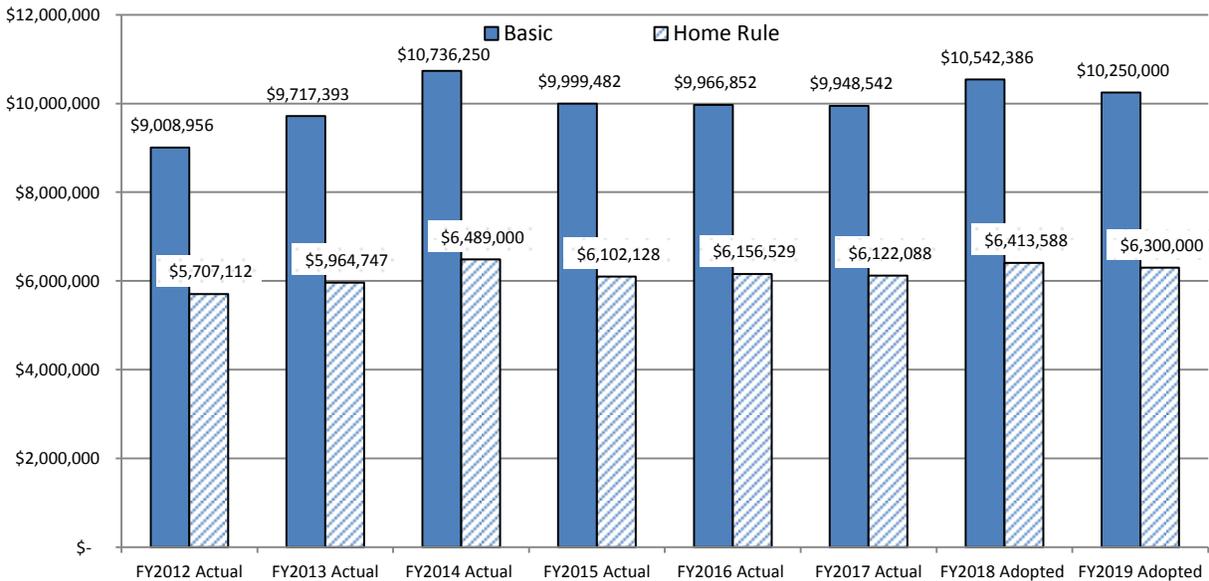


2019 ADOPTED BUDGET

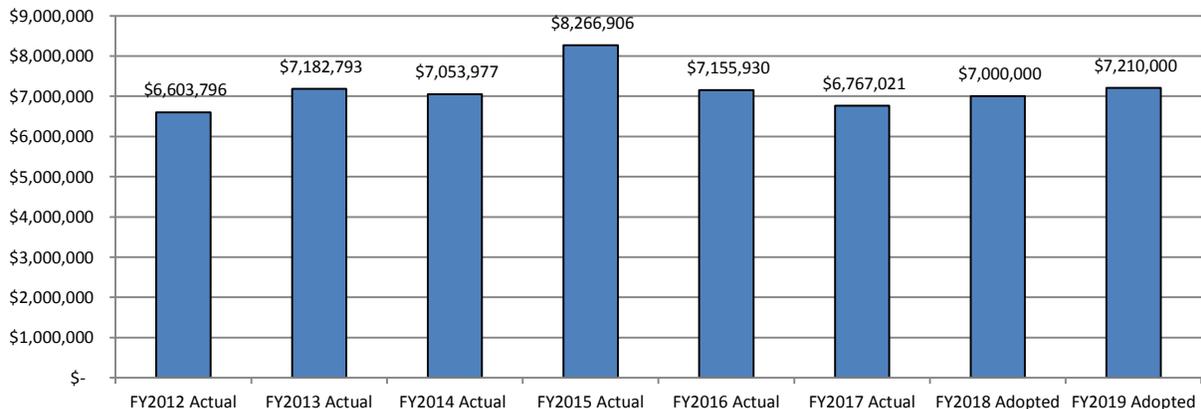
Revenues Sources, Assumptions and Trends

The following is a summary of major revenue sources, trends, and assumptions for the FY 2019 Proposed Budget:

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. A 2% administrative fee was enacted on the 1% home rule tax sales tax rate which resulted in a \$150,000 loss in revenue in FY2018. The State of Illinois FY2019 enacted budget reduced the collection fee from 2% to 1.5%.



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 \$7.2 million in income tax revenues. The State’s enacted 2019 budget reduces the holdback of income taxes from the Local Government Distributive Fund to 5% from its FY2018 level of 10%.

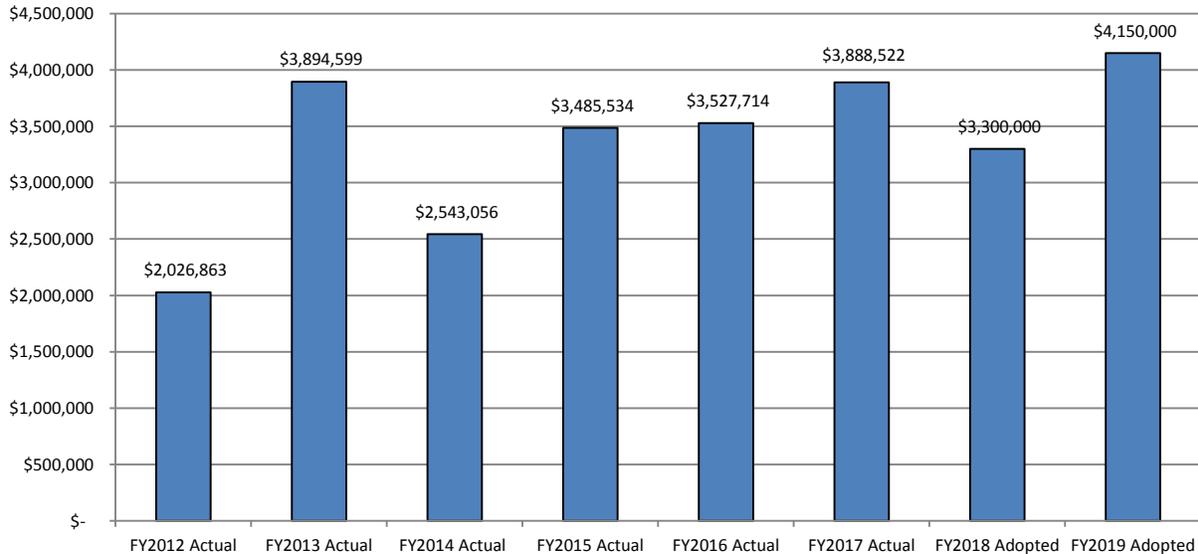




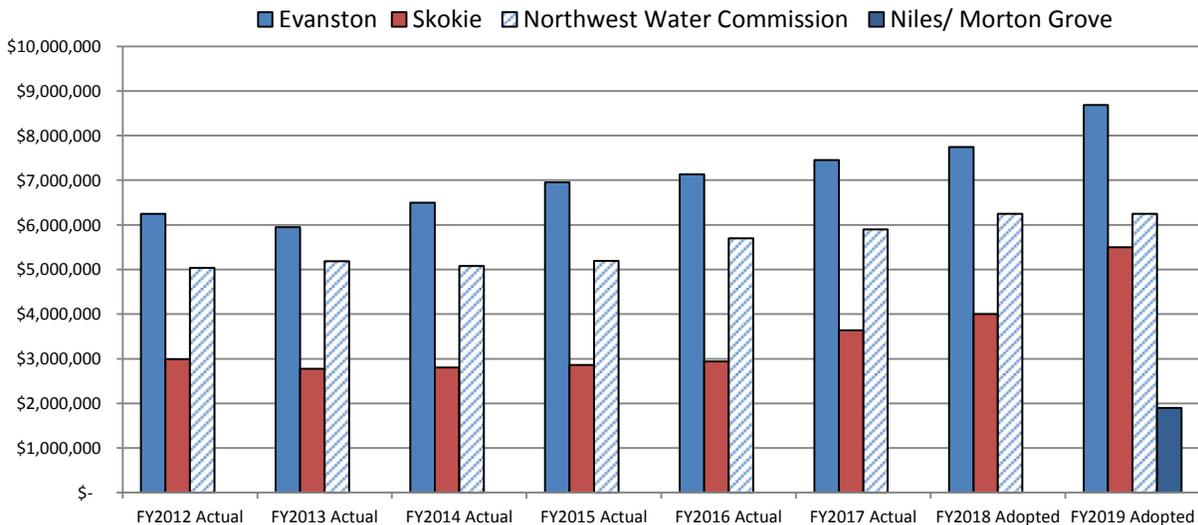
2019 ADOPTED BUDGET

Revenues Sources, Assumptions and Trends

REAL ESTATE TRANSFER TAX – Prior to 2019, the real estate transfer tax was \$5 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. The tax rate was changed through a November 2018 ballot proposal, enacted by Ordinance 148-O-18. This increased the tax to \$7 per \$1,000 on sales from \$1.5 to \$5 million in value, and to \$9 per \$1,000 on sales over \$5 million in value. 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 increase from the prior year due to increased rates. The rate increase is offset for Evanston residents by a decrease to the Sewer rate. This revenue is almost entirely dependent on water consumption with weather playing a major role, especially during the summer. Evanston water sales in FY2019 will see a revenue increases due to new connections with the Villages of Morton Grove and Niles. The Village of Skokie water revenue is budgeted at \$2.06 per 1,000 gallons for FY2019, compared to \$1.50 in FY2018.

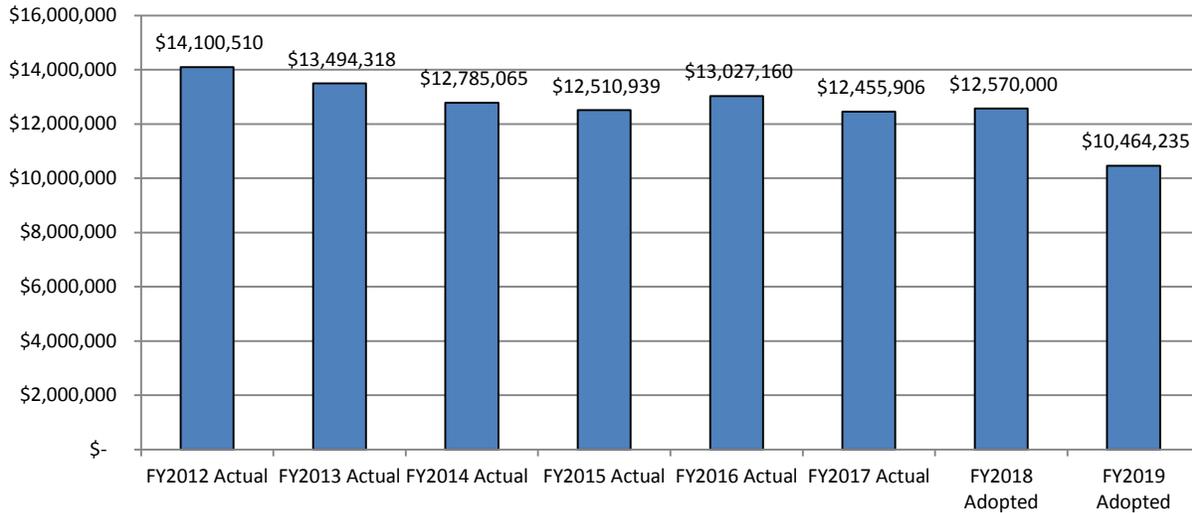




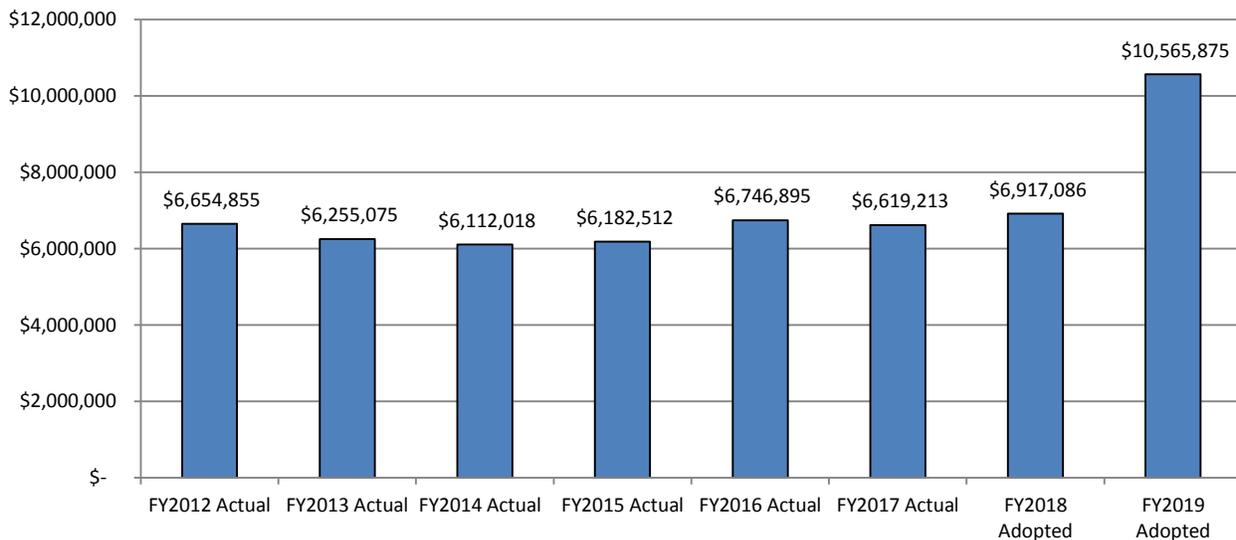
2019 ADOPTED BUDGET

Revenues Sources, Assumptions and Trends

SEWER REVENUES – This revenue is billed based on water consumption. Revenue is expected to decrease in 2019 due to decreased rates. This is offset for Evanston residents by an increase in water rates. It is important to note that this revenue, unlike water, is not assessed to those communities outside of Evanston that purchase Evanston water.



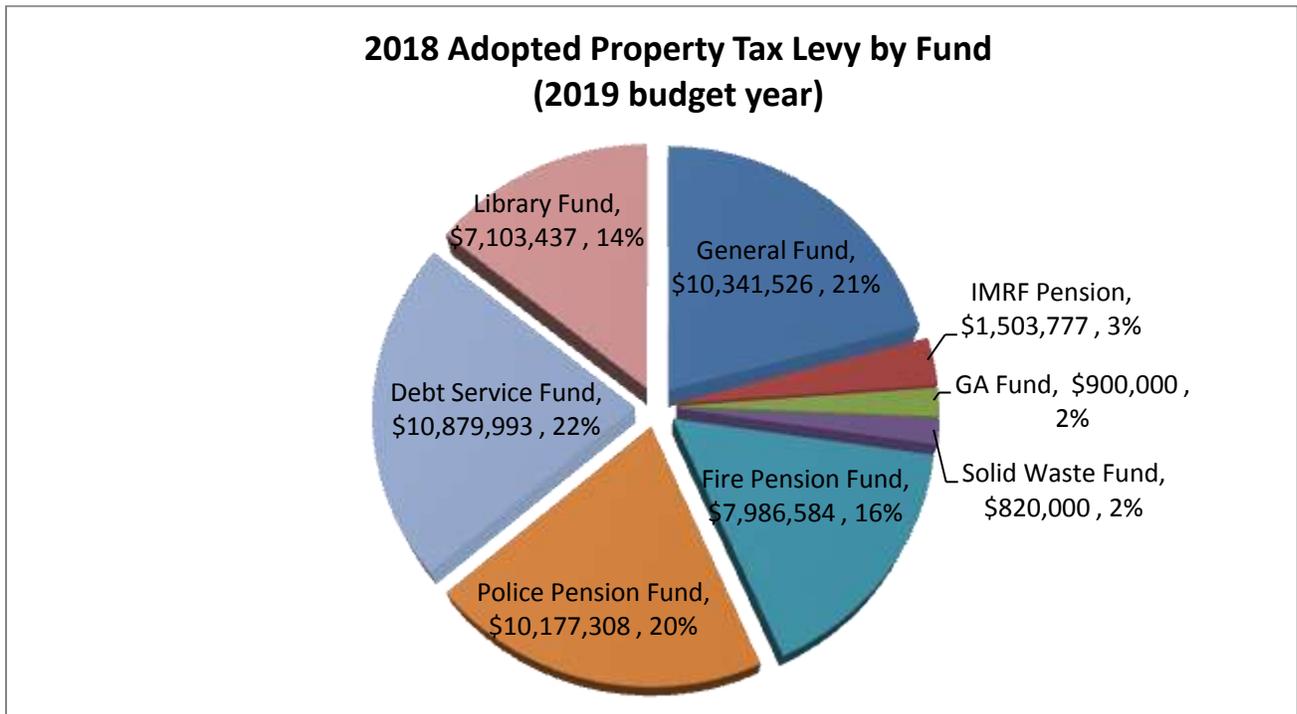
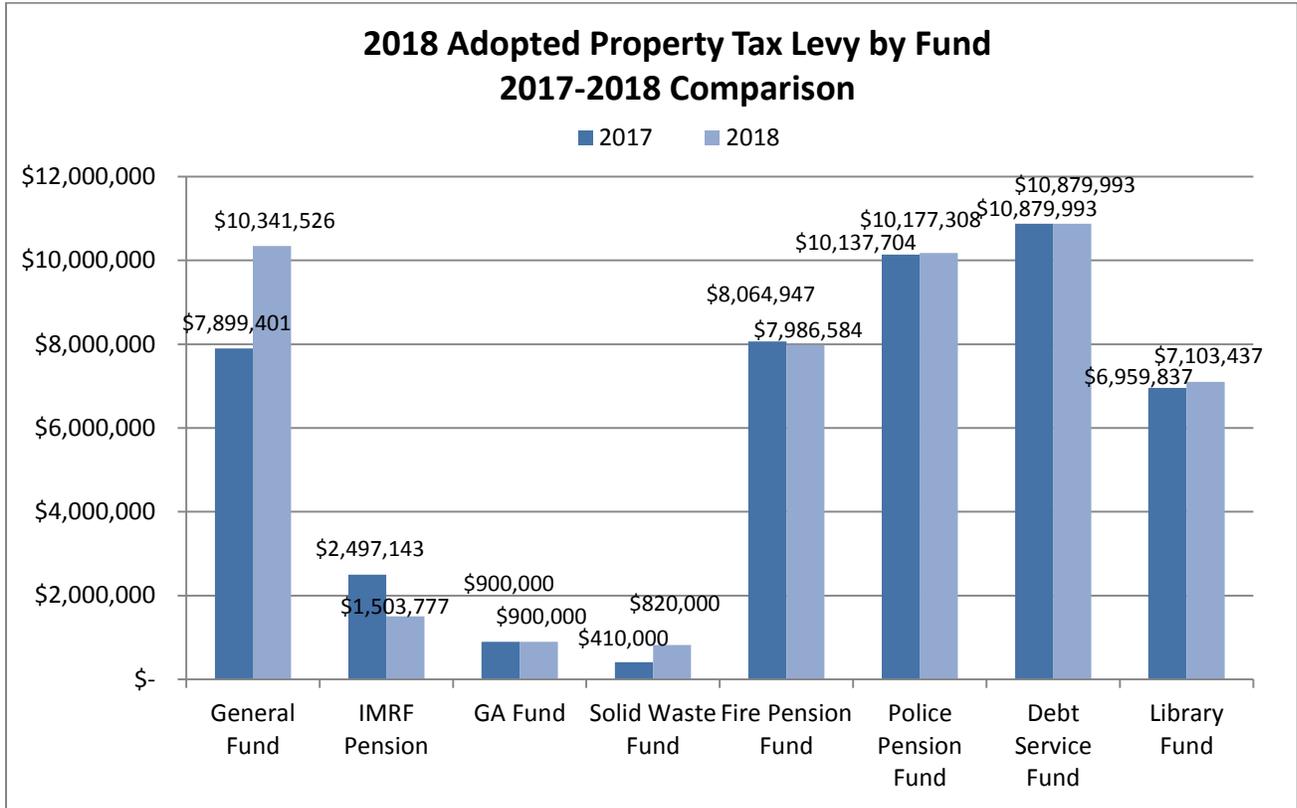
PARKING REVENUES – The City owns and operates parking meters, lots, and three major garages, which combined, will generate an estimated \$10.5 million in revenues in FY2019. For FY2019, there is an accounting change to the way the revenue is recorded. Previously this revenue was directly deposited into the General Fund, however the City will now deposit this money into the Parking Fund and transfer this allocation via an interfund transfer. This transfer is similar to the police and fire pension fund transfers. Additionally, many parking rates were increased in the 2019 budget process, as detailed in the Budget Balancing worksheet in the transmittal letter of this document.





2019 ADOPTED BUDGET

Property Tax Levy Charts

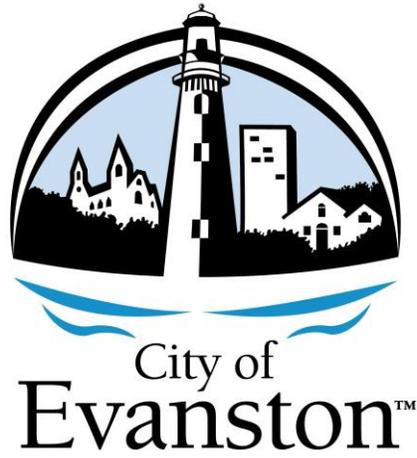




2019 ADOPTED BUDGET

Property Tax Levy Charts

	2016 ADOPTED LEVY	2017 ADOPTED LEVY	2018 PROPOSED LEVY	\$ VARIANCE INCREASE / (DECREASE)	% VARIANCE INCREASE / (DECREASE)
GENERAL FUND					
Gross Levy	7,889,028	8,060,613	10,552,578	2,491,964	
Loss Factor*	157,781	161,212	211,052	49,839	
Net Levy - General Fund	\$ 7,731,247	\$ 7,899,401	\$ 10,341,526	\$ 2,442,125	
GENERAL FUND - IMRF PENSION					
Gross Levy	2,719,691	2,548,105	1,534,466	(1,013,639)	
Loss Factor*	54,394	50,962	30,689	(20,273)	
Net Levy - IMRF Pension	\$ 2,665,297	\$ 2,497,143	\$ 1,503,777	\$ (993,366)	
GENERAL ASSISTANCE FUND					
Gross Levy	918,367	918,367	918,367	-	
Loss Factor*	18,367	18,367	18,367	-	
Net Levy - General Assistance	\$ 900,000	\$ 900,000	\$ 900,000	\$ -	
SOLID WASTE FUND					
Gross Levy	-	418,367	836,735	418,368	
Loss Factor*	-	8,367	16,735	8,368	
Net Levy - Solid waste Fund	-	\$ 410,000	\$ 820,000	\$ 410,000	
TOTAL CITY AND GA FUND	11,296,544	11,706,544	13,565,303	1,858,759	15.88%
FIRE PENSION FUND					
Gross Levy	8,029,295	8,229,538	8,149,576	(79,962)	
Loss Factor*	160,586	164,591	162,992	(1,599)	
Net Levy - Fire Pension	\$ 7,868,709	\$ 8,064,947	\$ 7,986,584	\$ (78,363)	
POLICE PENSION FUND					
Gross Levy	10,114,490	10,344,596	10,385,008	40,412	
Loss Factor*	202,290	206,892	207,700	808	
Net Levy - Police Pension	\$ 9,912,200	\$ 10,137,704	\$ 10,177,308	\$ 39,604	
DEBT SERVICE FUND					
Gross Levy	10,879,993	10,879,993	10,879,993	-	
Loss Factor*	-	-	-	-	
Net Levy - Debt Service	\$ 10,879,993	\$ 10,879,993	\$ 10,879,993	\$ -	
TOTAL CITY LEVY					
Gross Levy	40,550,863	41,399,579	43,256,723	1,857,143	
Loss Factor*	593,417	610,391	647,535	37,143	
TOTAL CITY NET LEVY	39,957,446	40,789,188	42,609,188	1,820,000	4.46%
LIBRARY FUND					
Gross Levy	6,412,610	6,761,668	6,887,755	126,087	
Loss Factor*	128,252	135,233	137,755	2,522	
Net Levy - Library	\$ 6,284,358	\$ 6,626,435	\$ 6,750,000	\$ 123,565	
LIBRARY FUND - DEBT SERVICE					
Gross Levy	345,955	333,402	353,437	20,035	
Loss Factor*	-	-	-	-	
Net Levy - Library Debt	\$ 345,955	\$ 333,402	\$ 353,437	\$ 20,035	
TOTAL LIBRARY LEVY					
Gross Levy	6,758,565	7,095,070	7,241,192	146,122	
Loss Factor*	128,252	135,233	137,755	2,522	
TOTAL LIBRARY NET LEVY	6,630,313	6,959,837	7,103,437	143,600	2.06%
TOTAL CITY AND LIBRARY LEVIES	46,587,759	47,749,025	49,712,625	1,963,600	4.11%



PART III

GENERAL FUND BUDGET



2019 ADOPTED BUDGET - GENERAL FUND

General Fund Summary

Operating General Fund Revenue	FY 2017 Actual	FY 2018 Adopted	FY 2018 Estimated	FY 2019 Baseline Budget	FY 2019 Adopted Budget
PROPERTY TAXES	28,294,363	28,849,196	28,384,196	28,599,196	30,047,955
OTHER TAXES	46,951,377	49,742,274	49,020,000	49,776,300	50,796,300
OTHER REVENUE	1,858,106	1,300,217	1,984,596	978,300	988,300
LICENSES, PERMITS AND FEES	13,357,911	12,397,400	11,906,060	10,191,400	10,526,400
CHARGES FOR SERVICES	8,754,025	10,077,550	9,623,271	8,415,250	8,900,909
INTERFUND TRANSFERS	11,586,943	7,748,417	8,555,026	8,054,713	8,877,103
FINES AND FORFEITURES	3,467,694	3,882,500	3,694,900	3,850,500	4,700,500
INTERGOVERNMENTAL REVENUE	1,234,749	793,100	1,214,153	1,000,303	994,303
INTEREST INCOME	38,544	50,100	50,000	55,100	55,100
Total General Fund Revenue	\$ 115,543,711	114,840,754	114,432,202	110,921,062	115,886,870

Operating General Fund Expenses	FY 2017 Actual	FY 2018 Adopted	FY 2018 Estimated	FY 2019 Baseline Budget	FY 2019 Adopted Budget
CITY COUNCIL	498,172	492,806	550,406	542,030	528,173
CITY CLERK	251,193	191,784	210,491	183,082	180,704
CITY MANAGER'S OFFICE	7,539,496	7,540,597	6,282,561	6,955,663	7,997,018
LAW	772,045	736,346	592,402	706,330	646,183
ADMINISTRATIVE SERVICES	9,314,164	9,075,303	9,075,307	9,405,732	9,483,577
COMMUNITY DEVELOPMENT	2,592,984	3,614,774	3,622,678	3,537,448	3,480,360
POLICE	39,067,047	38,391,099	39,049,865	39,633,811	38,737,094
FIRE MGMT & SUPPORT	24,355,551	23,934,390	24,858,267	25,051,679	24,379,850
HEALTH	3,071,334	3,697,529	3,368,441	3,542,088	3,190,606
PARKS, REC. AND COMMUNITY SERV.	12,479,438	11,955,812	12,854,847	12,549,896	12,297,509
PUBLIC WORKS AGENCY	13,983,314	14,607,356	13,928,822	13,667,816	13,232,299
Total General Fund Expense	\$113,924,739	114,237,796	114,394,087	115,775,575	114,153,373
NET SURPLUS (DEFICIT)	\$1,618,972	602,958	38,115	(4,854,513)	1,733,497

BEGINNING FUND BALANCE	\$ 11,597,127	\$ 13,216,099	\$ 13,254,214
ENDING FUND BALANCE	\$ 13,216,099	\$ 13,254,214	\$ 14,987,711
RESERVE BALANCE PERCENTAGE	11.6%	11.6%	13.1%

General Fund - All Revenue

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Property Taxes	28,294,363	28,849,196	28,384,196	30,047,955
51015 - PROPERTY TAXES	10,433,921	10,396,545	10,396,545	11,845,304
51017 - PENSION PROPERTY TAX	17,901,349	18,202,651	18,202,651	18,202,651
51025 - PRIOR YEAR'S TAXES	(40,907)	250,000	(215,000)	-
Other Taxes	46,951,377	49,742,274	49,020,000	50,796,300
51515 - STATE USE TAX	1,926,695	1,775,000	2,000,000	2,000,000
51525 - SALES TAX - BASIC	9,948,542	10,542,386	10,250,000	10,250,000
51530 - SALES TAX - HOME RULE	6,122,088	6,413,588	6,300,000	6,300,000
51535 - AUTO RENTAL TAX	56,792	55,000	50,000	55,000
51536 - TRANSPORTATION NETWORK PROVIDER TAX	-	100,000	400,000	680,000
51540 - ATHLETIC CONTEST TAX	848,053	1,080,000	1,080,000	1,080,000
51545 - STATE INCOME TAX	6,767,021	7,000,000	7,000,000	7,210,000
51550 - MUNICIPAL HOTEL TAX	2,009,287	2,390,000	2,000,000	2,390,000
51565 - ELECTRIC UTILITY TAX	2,841,300	3,050,000	2,800,000	2,920,000
51570 - NATURAL GAS UTILITY TAX	1,004,087	1,325,000	1,000,000	1,100,000
51575 - NAT GAS USE TAX HOME RULE	743,038	900,000	800,000	900,000
51585 - CIGARETTE TAX	287,871	200,000	275,000	250,000
51590 - EVANSTON MOTOR FUEL TAX	867,530	1,015,000	1,100,000	1,225,000
51595 - LIQUOR TAX	3,009,899	3,120,000	3,150,000	3,150,000
51597 - MEDICAL CANNABIS TAX	3,675	-	-	-
51600 - PARKING TAX	2,965,327	3,450,000	3,350,000	3,450,000
51605 - PERSONAL PROPERTY REPLACEMENT TAX	789,387	800,000	800,000	800,000
51606 - PENSION PPRT	605,000	605,000	605,000	605,000
51610 - PERS PROP REPL TAX RECREATION	-	46,300	-	46,300
51620 - REAL ESTATE TRANSFER TAX	3,888,522	3,300,000	3,500,000	4,150,000
51625 - TELECOMMUNICATIONS TAX	2,019,294	2,100,000	2,000,000	1,920,000
51630 - AMUSEMENT TAX	247,968	315,000	400,000	315,000
53252 - SURFACE LOT PERMITS	-	160,000	160,000	-
Other Revenue	1,858,106	1,300,217	1,984,596	988,300
52546 - POLICE EQUIPMENT REIMBURSEMENT	13,833	10,000	10,000	10,000
53568 - TRANSFER FROM RESTRICTED ACCOUNT	-	89,217	89,217	116,300
55166 - Holiday Food Drive Revenue	11,250	10,000	10,000	10,000
56002 - WOMEN OUT WALKING	4,024	5,000	5,000	5,000
56010 - PROPERTY SALES AND RENTAL	131,934	51,100	76,024	51,100
56011 - DONATIONS	22,875	30,400	46,000	15,400
56015 - DONATIONS - HOWARD ST. THEATER	54,450	-	25,000	-
56016 - Aging Well Conference Revenues	1,400	-	4,000	-
56045 - MISCELLANEOUS REVENUE	558,242	253,500	254,115	327,500
56049 - MARKET LINK VOUCHERS	27,620	30,000	28,000	30,000
56065 - SALE OF SURPLUS PROPERTY	2,697	1,500	4,000	1,500
56067 - REIMBURSEMENTS-SERVICES AND SUPPLIES	34,216	4,000	93,200	92,000
56068 - REIMB. SALT USAGE DIST 65 ETHS NW	17,650	75,000	40,000	45,000
56069 - REIMBURSEMENT FOR FIRE DEPARTMENT SERVICES	58,357	75,000	40,500	30,000
56095 - OVER AND SHORT - COLLECTOR'S OFFICE	(679)	-	-	-
56105 - PAYMENT IN LIEU OF TAXES	178,312	267,000	180,000	200,000
56106 - FUND BALANCE APPLIED	-	266,000	850,000	-
56134 - PRIVATE ELM TREE INSURANCE MONEY	40,290	41,000	32,540	33,000
56157 - CITIZENS CPR CLASS FEES	11,375	6,500	10,000	6,500
56158 - CHARGEBACK REVENUE	413,796	-	170,000	-
56175 - PARKING PERMITS-RYAN FIELD	16,472	15,000	17,000	15,000
56587 - SALE OF LAND	-	70,000	-	-
56709 - PROPERTY SALES AND RENTAL - Little Beans	9,992	-	-	-
56801 - COMPONENT UNIT RECEIPTS	250,000	-	-	-
Licenses, Permits and Fees	13,357,911	12,397,400	11,906,060	10,526,400
52010 - VEHICLE LICENSES	2,641,402	2,850,000	2,700,000	2,875,000
52015 - BUSINESS LICENSES	83,627	50,000	90,000	65,000
52016 - BED & BREAKFAST LICENSE	-	150	200	150
52017 - COLLECTION BOX LICENSE	3,000	2,500	2,550	2,500
52020 - PET LICENSES	30,920	28,000	31,000	28,000
52030 - CONTRACTORS' LICENSES	113,950	170,000	201,860	170,000
52035 - ROOMING HOUSE LICENSES	136,330	225,000	195,000	195,000
52040 - LIQUOR LICENSES	482,590	525,000	530,000	525,000
52041 - ONE DAY LIQUOR LICENSE	7,191	12,000	15,000	12,000
52045 - FARMERS' MARKET LICENSES	43,746	51,250	50,500	51,250
52046 - RENTAL BUILDING REGISTRATIONS	159,788	85,000	100,000	85,000
52050 - OTHER LICENSES	14,101	20,000	27,000	20,000

General Fund - All Revenue

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
52055 - LONG TERM CARE LICENSES	98,640	120,000	115,000	120,000
52061 - SEASONAL FOOD ESTABLISHMENT LICENSE	14,323	15,000	15,000	15,000
52062 - MOBILE FOOD VEHICLE VENDOR LICENSE	1,077	1,000	1,000	1,000
52063 - HEN COOP LICENSE	982	800	1,300	800
52070 - RESIDENT CARE HOME LICENSE	1,180	1,200	600	1,200
52080 - BUILDING PERMITS	6,317,593	4,585,900	4,556,990	3,875,100
52090 - PLUMBING PERMITS	124,845	180,000	200,000	-
52095 - ELECTRICAL PERMITS	167,060	200,000	165,000	-
52105 - SIGNS AND AWNING PERMITS	6,111	10,000	7,800	32,800
52110 - OTHER/MISC PERMITS	399,336	513,000	500,000	350,000
52115 - ELEVATOR PERMITS	47,391	42,000	47,000	42,000
52120 - HEATING VENT. A/C PERMITS	380,367	450,000	425,000	-
52126 - RIGHT-OF-WAY PERMIT	341,488	450,000	350,000	358,000
52127 - PROPERTY CLEAN UP REVENUE	460	10,000	500	10,000
52130 - RESIDENTS ANNUAL PARKING PERMITS	91,419	128,000	125,000	228,000
52131 - VISITOR PARKING PERMITS	14,534	13,000	13,000	13,000
52135 - FIRE PLAN REVIEW	100,484	110,000	100,000	100,000
52140 - OVERSIZE TRUCK PERMIT	-	-	20,000	20,000
52145 - ANNUAL SIGN FEES	30,692	25,000	25,000	-
52146 - MOVING VAN PERMIT FEES	33,600	50,000	35,560	57,000
52155 - PLAT PR.&SIGN APP HRG FEE	1,400	2,100	1,750	2,100
52165 - IL BELL FRANCHISE FEE	200,683	-	-	-
52170 - ALARM PANEL FRANCHISE FEE	630	4,000	450	4,000
52175 - NU EASEMENT	47,000	47,000	47,000	47,000
52180 - CABLE FRANCHISE FEE	1,033,174	1,200,000	1,000,000	1,000,000
52181 - PEG FEES - CABLE COMPANIES	153,521	145,000	135,000	145,000
52185 - NICOR FRANCHISE FEE	32,975	75,000	75,000	75,000
55075 - SUMMER FOOD INSPECTIONS	300	200	-	200
55150 - TANNING PARLOUR INSPECTION	-	300	-	300
Charges for Services	8,754,025	10,077,550	9,623,271	8,900,909
52085 - PLAN REVIEW	4,917	5,000	2,800	5,000
53010 - BIRTH AND DEATH RECORDS	2,219	-	-	-
53105 - HEALTH FOOD ESTABLISHMENT LICENSE FEE	221,909	200,000	220,000	200,000
53185 - TEMPORARY FOOD LICENSE	9,988	10,000	13,000	10,000
53190 - FOOD DELIVERY VEHICLE	4,700	5,000	2,500	5,000
53200 - BEV SNACK VENDING MACHINE	41,753	31,000	38,000	41,000
53205 - FOOD VENDING MACHINE	8,645	-	-	-
53210 - TOBACCO LICENSE	12,272	17,000	9,000	17,000
53211 - BEEKEEPER LICENSE FEE	200	-	150	-
53215 - BIRTH CERTIFICATE	113,069	110,000	113,000	100,000
53220 - DEATH CERTIFICATE	21,747	36,000	25,000	30,000
53225 - DEATH CERTIFICATE - 16 OB	259	-	-	-
53230 - FUNERAL DIRECTOR LICENSE	10,208	6,300	8,000	6,300
53235 - TEMP FUNERAL DIRECTOR LICENSE	1,909	4,000	2,000	4,000
53251 - PARKING METER REVENUE (PASSPORT ONLY)	640,000	1,340,000	1,340,000	-
53516 - PARKING ENFORCEMENT REIMB	22,214	33,500	30,000	33,500
53560 - RECREATION - CHARGES FOR SERVICES	154	3,000	1,500	3,000
53565 - RECREATION PROGRAM FEES	5,470,882	5,882,750	5,563,401	5,549,409
53569 - SPECIAL EVENT REVENUE	28,992	25,500	25,000	25,000
53640 - SENIOR TAXI COUPON SALES	125,183	115,000	125,000	115,000
53650 - STATE HIGHWAY MAINTENANCE	74,082	68,000	72,200	72,200
53655 - FIRE COST RECOVERY CHARGE	2,120	1,000	1,000	1,000
53666 - HISTORIC PRESERVATION REVIEWS	9,865	20,000	32,000	30,000
53667 - TREE PRESERVATION REVENUES	19,074	10,000	40,150	5,000
53675 - AMBULANCE SERVICE	1,517,615	1,750,000	1,600,000	2,150,000
53680 - TOWING CHARGES	-	1,000	-	1,000
53685 - POLICE REPORT FEES	27,708	25,000	25,000	25,000
53690 - WOOD RECYCLING	-	40,000	-	-
53695 - ZONING FEES	65,661	75,000	92,000	210,000
53700 - FIRE REPORT FEES	-	100	-	100
53705 - FIRE BUILDING INSPECTIONS	25,553	13,000	25,000	25,000
53710 - PASSPORT PROCESSING FEE	31,854	35,000	20,000	35,000
53715 - ALARM REGISTRATION FEE	109,498	125,000	110,000	115,000
53725 - BACKGR CHKS DAYCARE PROV	552	400	570	400
53736 - NEW PAVEMENT DEGRADATION FEES	127,156	80,000	80,000	80,000
53737 - I HEART EVANSTON TREES PROJECT	2,068	10,000	7,000	7,000

General Fund - All Revenue

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Fines and Forfeitures	3,467,694	3,882,500	3,694,900	4,700,500
52505 - TICKET FINES-PARKING	2,591,978	2,850,000	2,700,000	3,740,000
52510 - REGULAR FINES	106,545	115,000	110,000	115,000
52520 - BUILDING CODE VIOLATIONS	1,501	-	300	-
52525 - ANIMAL ORDINANCE PENALTIES	2,105	7,500	2,000	7,500
52530 - BOOT RELEASE FEE	51,587	45,000	30,000	45,000
52540 - POLICE & FIRE FALSE ALARM FEES	84,705	115,000	120,000	115,000
52541 - POLICE CTA DETAIL & BARNES DET	386,144	400,000	380,000	400,000
52545 - POLICE FALSE ALARM FINES	51,215	-	50,000	-
52555 - HOUSING CODE VIOL FINES	34,402	60,000	48,000	60,000
52560 - PERMIT PENALTY FEES	4,111	8,000	4,600	8,000
52570 - NON PARKING ORDINANCE VIOLATIONS	153,400	250,000	250,000	210,000
56025 - DAMAGE TO SIGNAGE	-	2,000	-	-
56030 - DAMAGE TO TRAFFIC SIGNALS	-	20,000	-	-
56031 - DAMAGE TO STREET LIGHTS	-	10,000	-	-
Interfund Transfers	11,586,943	7,748,417	8,555,026	8,877,103
57007 - FROM WEST EVANSTON TIF	30,000	30,000	30,000	30,000
57020 - FROM MOTOR FUEL FUND-S/M	957,990	957,990	957,990	982,987
57030 - TRANSFER FROM CDBG	-	330,701	60,000	60,000
57040 - FROM EMERGENCY TEL SYSTEM	60,000	60,000	60,000	60,000
57050 - FROM ECON DEV FUND	2,996,226	-	-	-
57057 - TRANSFER FROM OTHER FUNDS	78,000	-	-	-
57058 - TRANSFER FROM GOOD NEIGHBOR FUND	500,000	480,000	480,000	480,000
57065 - FROM WASHINGTON NAT'L DS	500,000	550,000	1,627,310	-
57087 - FROM DEMPSTER-DODGE TIF	-	-	-	5,000
57088 - FROM CHICAGO-MAIN TIF	-	-	-	5,000
57096 - FROM HOWARD RIDGE TIF	60,000	60,000	60,000	60,000
57100 - FROM CAPITAL IMP. FUND	500,000	500,000	500,000	-
57110 - FROM SPECIAL ASSMT. FUND	-	-	-	92,000
57130 - FROM PARKING FUND	1,530,000	900,000	900,000	2,972,390
57135 - FROM WATER FUND	242,235	242,235	242,235	492,235
57140 - FROM WATER FUND-ROI	2,581,102	2,581,102	2,581,102	2,581,102
57145 - FROM WATER FUND-ADMIN. EX	1,071,223	726,222	726,222	726,222
57165 - FROM SEWER FUND	480,167	330,167	330,167	330,167
Intergovernmental Revenue	1,234,749	793,100	1,214,153	994,303
52542 - POLICE DUI REIMBURSEMENT	16,356	15,000	16,000	15,000
55025 - LOCAL HEALTH PROTECTION GRANT	76,181	76,000	82,070	82,070
55085 - IL TOBACCO FREE COMMUNITY	20,911	26,000	21,500	26,000
55086 - IL HIV SURVEILLANCE GRANT	3,208	4,000	4,000	4,000
55130 - IL STATE CHILDHOOD LEAD GRANT	2,007	2,000	12,600	12,600
55146 - STATE, COUNTY AND OTHER GRANTS	151,808	57,000	231,700	91,000
55170 - FIRE DEPT TRAINING	-	6,000	3,500	6,000
55173 - CRI GRANT-REVENUE HHS	42,080	14,100	20,000	14,100
55174 - PHEP GRANT-REVENUE HHS	55,727	30,000	42,500	30,000
55231 - LEAD PAINT HAZARD GRANT	22,580	-	39,333	39,333
55251 - GRANTS AND AID	509,281	8,000	134,700	161,700
55255 - COMM AGING GRANT - ADVOCATE	124,506	95,000	94,000	55,000
55256 - IL VACANT PROPERTY GRANT	-	-	37,500	37,500
55265 - FEMA	4,320	-	19,750	-
55270 - POLICE TRAINING	-	5,000	5,000	5,000
55275 - HUD EMERG SHELTER GRANTS	127,374	135,000	135,000	135,000
55290 - OTHER FEDERAL AID	38,035	10,000	5,000	10,000
55311 - YOUTH ORGANIZATION UMBRELLA GRANT	40,375	40,000	40,000	-
57009 - TRANSFERS FROM LIBRARY FUND	-	270,000	270,000	270,000
Interest Income	38,544	50,100	50,000	55,100
56501 - INVESTMENT INCOME	38,544	50,100	50,000	55,100
Grand Total	\$ 115,543,711	\$ 114,840,754	\$ 114,432,202	\$ 115,886,870



2019 ADOPTED BUDGET - GENERAL FUND

City Council

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.

Financial Summary

Expenses	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
13 CITY COUNCIL	498,172	492,806	550,406	528,173
Grand Total	\$ 498,172	\$ 492,806	\$ 550,406	\$ 528,173

2018 City Council Goals

- Invest in City Infrastructure and Facilities
- Enhance Community Development and Job Creation Citywide
- Expand Affordable Housing Options
- Further Police/Community Relations Initiatives
- Ensure Equity in All City Operations
- Stabilize Long-term City Finances

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
Number of ordinances adopted	113	110	110
Number of resolutions adopted	160	160	160
Updated board, committee, commission rosters	31	32	30

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 427,628	\$ 417,161	\$ 464,964	\$ 454,191
61010 - REGULAR PAY	237,624	251,952	254,726	253,471
61510 - HEALTH INSURANCE	160,022	128,395	176,737	167,253
61610 - DENTAL INSURANCE	22	-	-	-
61615 - LIFE INSURANCE	45	108	114	115
61626 - CELL PHONE ALLOWANCE	6,000	9,000	9,000	7,700
61710 - IMRF	7,852	7,662	7,993	5,409
61725 - SOCIAL SECURITY	13,018	16,245	13,287	16,406
61730 - MEDICARE	3,045	3,799	3,107	3,837
Services and Supplies	\$ 67,108	\$ 64,319	\$ 80,081	\$ 66,319
62206 - TV BROADCASTING	-	500	500	500
62210 - PRINTING	402	700	5,000	700
62275 - POSTAGE CHARGEBACKS	-	333	333	333
62280 - OVERNIGHT MAIL CHARGES	-	167	167	167
62285 - COURIER CHARGES	480	300	300	300
62295 - TRAINING & TRAVEL	14,071	8,000	10,500	14,000
62360 - MEMBERSHIP DUES	42,049	38,000	43,081	38,000
62370 - EXPENSE ALLOWANCE	160	7,000	7,000	1,000
62380 - COPY MACHINE CHARGES	-	619	-	619
62456 - OUTSIDE MAIL SERVICES	192	4,000	4,000	1,000
62513 - COMMUNITY PICNIC-SPECIAL EVENTS	200	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	152	500	500	500
64545 - PERSONAL COMPUTER SOFTWARE	160	-	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	190	200	200	200
65025 - FOOD	8,054	2,500	7,000	7,500
65095 - OFFICE SUPPLIES	998	1,500	1,500	1,500
Miscellaneous	\$ 1,144	\$ 7,165	\$ 3,000	\$ 5,165
62490 - OTHER PROGRAM COSTS	799	3,000	3,000	1,000
62605 - OTHER CHARGES	346	-	-	-
66062 - SISTER CITY FUNDING	-	4,165	-	4,165
Insurance and Other Chargebacks	\$ -	\$ 1,800	\$ -	\$ -
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	1,800	-	-
Interfund Transfers	\$ 2,292	\$ 2,361	\$ 2,361	\$ 2,498
66025 - TRANSFER TO DEBT SERVICE - ERI	2,292	2,361	2,361	2,498
Grand Total	\$ 498,172	\$ 492,806	\$ 550,406	\$ 528,173



2019 ADOPTED BUDGET - GENERAL FUND

City Clerk

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 records; serves as the local election official; is the deputy registrar for voter registration; and performs other election-related activities.

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenue				
56045 - MISCELLANEOUS REVENUE	512	500	300	500
Grand Total	\$ 512	\$ 500	\$ 300	\$ 500
	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Expenses				
1400 CITY CLERK	251,193	191,784	210,491	180,704
Grand Total	\$ 251,193	\$ 191,784	\$ 210,491	\$ 180,704

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 188,136	\$ 155,704	\$ 159,436	\$ 141,588
61010 - REGULAR PAY	136,567	118,023	124,000	115,768
61050 - PERMANENT PART-TIME	490	-	-	-
61110 - OVERTIME PAY	7,574	-	4,500	-
61510 - HEALTH INSURANCE	20,097	21,944	13,447	13,518
61610 - DENTAL INSURANCE	6	-	-	-
61615 - LIFE INSURANCE	5	-	34	35
61710 - IMRF	10,104	5,892	5,609	3,304
61725 - SOCIAL SECURITY	10,773	7,979	9,601	7,264
61730 - MEDICARE	2,520	1,866	2,245	1,699
Services and Supplies	\$ 58,998	\$ 31,021	\$ 45,996	\$ 33,821
61060 - SEASONAL EMPLOYEES	34,510	-	25,000	8,300
62130 - LEGAL SERVICES-GENERAL	3,544	-	-	-
62210 - PRINTING	-	876	876	876
62275 - POSTAGE CHARGEBACKS	270	200	200	200
62280 - OVERNIGHT MAIL CHARGES	-	65	65	65
62295 - TRAINING & TRAVEL	2,059	2,000	200	1,000
62360 - MEMBERSHIP DUES	997	525	-	525
62457 - CODIFICATION SERVICES	14,004	16,330	14,330	16,330
65025 - FOOD	32	-	225	-
65095 - OFFICE SUPPLIES	2,345	1,525	2,100	1,525
65175 - ELECTION SUPPLIES	1,238	9,500	3,000	5,000
Interfund Transfers	\$ 4,059	\$ 5,059	\$ 5,059	\$ 5,295
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	-	500	500	500
62309 - RENTAL OF AUTO REPLACEMENT	-	500	500	500
66025 - TRANSFER TO DEBT SERVICE - ERI	4,059	4,059	4,059	4,295
Grand Total	\$ 251,193	\$ 191,784	\$ 210,491	\$ 180,704



2019 ADOPTED BUDGET - GENERAL FUND

City Manager's Office

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 assisting with 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.

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenues				
1505 CITY MANAGER	203,916	-	-	-
1510 PUBLIC INFORMATION	1,186,695	1,345,000	1,135,000	1,145,000
1560 REVENUE & COLLECTIONS	67,605,819	70,356,236	70,587,131	72,373,807
1570 ACCOUNTING	418,667	-	175,000	-
1575 PURCHASING	5,993	3,000	7,355	3,000
1585 ADMINISTRATIVE HEARINGS	153,179	262,000	250,000	222,000
Grand Total	\$ 69,574,269	\$ 71,966,236	\$ 72,154,486	\$ 73,743,807

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Expenses				
1505 CITY MANAGER	704,466	837,157	802,145	809,634
1510 PUBLIC INFORMATION	516,274	636,195	475,832	628,790
1525 MISC. BUSINESS OPERATIONS	-	200,000	-	150,000
1535 SUSTAINABILITY GRANT	60,625	47,277	71,929	53,044
1555 FINANCIAL ADMINISTRATION	1,061,172	1,378,196	556,548	2,015,775
1560 REVENUE & COLLECTIONS	2,305,520	2,918,561	2,857,465	3,024,410
1570 ACCOUNTING	721,539	710,285	727,131	661,582
1571 TAX ASSESSMENT ADVOCACY	97,891	96,921	105,999	101,193
1575 PURCHASING	353,311	310,319	339,021	346,567
1580 COMMUNITY ARTS	192,255	173,315	173,179	50,000
1581 PARKING ENFORCEMENT & TICKETS	38	-	-	-
1585 ADMINISTRATIVE HEARINGS	121,292	232,371	163,312	146,023
1590 OFFICE OF EQUITY AND EMPOWERMENT	-	-	10,000	10,000
5300 ECON. DEVELOPMENT	1,405,113	-	-	-
Grand Total	\$ 7,539,496	\$ 7,540,597	\$ 6,282,561	\$ 7,997,018

*Economic Development (5300) moved to Community Development Department in 2018.

**Finance Administration (1555) and Revenue & Collections (1560) include major transfers to other funds.



2019 ADOPTED BUDGET - GENERAL FUND

City Manager's Office

City Council Goal Performance

City Council Goal	Department Initiative
City Infrastructure and Facilities	Continue construction at the new Robert Crown center, and leverage beneficial partnerships with organizations to provide funding for the new center.
City Infrastructure and Facilities	Television studio was created in the Civic Center which will allow for more videos for public outreach.
Enhance Community Development and Job Creation Citywide	Develop Equity in Arts Hiring program.
Enhance Community Development and Job Creation Citywide	Support and Promote the 6 th Annual Procurement 101 event and a vendor fair for upcoming Robert Crown Center construction project.
Stabilize Long-Term City Finances	Develop and implement a new cashiering system to better serve the Revenue Office.
Stabilize Long-Term City Finances	Implement STAR performance metrics into the 2019 Budget.
Ensure Equity in All City Operations	Staff secured a grant to provide over 50 hours of equity, diversity and inclusion trainings for more than 100 people. Provide 4 hour training to all City Staff. Ensure each department has one equity goal. An equity lens tool was developed for Mental Health Board and for budgeting team. Develop a comprehensive two year plan for further implementation of equity lens and training.

2019 Initiatives

- Secure 100% renewable electricity for all City-owned electric accounts.
- Increase efforts to reduce the outstanding debt owed to the City. This includes contracting with an outside debt collection agency and increased in-house collection on past due debt.
- Finalizing the transition into the new cashiering system and have all departments, with the exception of Parks and Recreation, utilizing this system.
- Continuing to audit businesses related to the various home rule taxes the City collects (Gas, amusement, liquor, etc.).
- Revise the payment City website page.
- Integration of GIS into Citywide revenue operations.
- Win the GFOA Award for the 2019 Budget & 2018 CAFR.
- Expand community outreach for the EvanstonAlerts System. Community Engagement staff will attend several Police Department and Fire Department outreach events in order to register people on the spot.
- Continue to monitor citywide Amazon Spend.
- Prepare bid for City copy paper provider.
- Collaborate with internal departments to create a stand-alone RFQ template - review and revise Bid and RFP templates.



2019 ADOPTED BUDGET - GENERAL FUND

City Manager's Office

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
Prepare agendas and materials for regular and special City Council, Planning and Development, Rules and Administration and Public Works meetings	78	74	75
Number of new volunteers registered on the VolunteerEvanston.org website	919	365	400
Number of new Agencies registered on the VolunteerEvanston.org website	30	20	15
Number of volunteer responses on the VolunteerEvanston.org website	912	500	600
311 center service requests handled	33,404	34,500	36,000

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 3,557,931	\$ 3,389,782	\$ 3,160,825	\$ 3,085,118
61010 - REGULAR PAY	2,605,937	2,503,987	2,332,439	2,354,749
61055 - TEMPORARY EMPLOYEES	-	-	17,877	-
61110 - OVERTIME PAY	8,414	3,700	10,265	3,700
61415 - TERMINATION PAYOUTS	7,564	-	774	-
61420 - ANNUAL SICK LEAVE PAYOUT	4,780	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	-	-	475	-
61510 - HEALTH INSURANCE	463,857	455,456	380,664	373,736
61610 - DENTAL INSURANCE	224	-	45	-
61615 - LIFE INSURANCE	1,131	2,424	2,470	2,501
61625 - AUTO ALLOWANCE	11,291	10,980	9,320	11,289
61626 - CELL PHONE ALLOWANCE	6,719	4,944	4,544	3,320
61710 - IMRF	257,575	222,288	221,914	150,567
61725 - SOCIAL SECURITY	152,677	148,830	145,912	148,615
61730 - MEDICARE	37,761	37,173	34,126	36,641
Services and Supplies	\$ 2,249,188	\$ 1,208,540	\$ 1,071,132	\$ 1,022,358
61060 - SEASONAL EMPLOYEES	82,316	39,698	82,221	79,340
62110 - AUDITING	106,307	100,000	100,000	100,000
62185 - CONSULTING SERVICES	25,659	65,000	17,000	65,000
62205 - ADVERTISING	12,328	13,200	5,222	13,200
62210 - PRINTING	17,039	7,100	7,100	7,100
62235 - OFFICE EQUIPMENT MAINT	-	100	100	100
62275 - POSTAGE CHARGEBACKS	23	7,499	7,599	7,499
62280 - OVERNIGHT MAIL CHARGES	785	767	767	767
62295 - TRAINING & TRAVEL	36,940	35,089	34,809	28,265
62315 - POSTAGE	84,963	43,499	43,499	41,999
62360 - MEMBERSHIP DUES	30,444	24,933	6,341	25,033
62380 - COPY MACHINE CHARGES	-	3,450	3,450	3,450
62431 - ARMORED CAR SERVICES	24,573	17,000	17,000	17,000
62449 - CITATION AND SECONDARY COLLECTION PROCESSING	460,281	195,000	100,000	-
62456 - OUTSIDE MAIL SERVICES	103	-	-	-
62458 - OUTSIDE COPY SERVICES	-	250	250	250
62506 - WORK- STUDY	1,941	3,300	3,516	3,300
62509 - SERVICE AGREEMENTS/ CONTRACTS	542	185,000	120,000	100,000
62615 - INSURANCE PREMIUM	450	50	50	50
62659 - ECONOMIC DEVELOPMENT PARTNERSHIP CONTRIBUT	164,174	-	-	-
62660 - BUSINESS ATTRACTION	107,474	-	-	-
62662 - BUSINESS RETENTION / EXPANSION INVESTMENTS	455,755	-	-	-
62665 - CONTRIB TO OTHER AGENCIES	254	50,000	-	-
62705 - BANK SERVICE CHARGES	82,194	30,000	82,500	30,000
62706 - REVENUE SHARING AGREEMENTS	446,894	325,000	325,000	325,000
64004 - PEG FEE DISTRIBUTION	48,899	-	50,000	50,000
64505 - TELECOMMUNICATIONS	400	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	1,925	2,000	2,000	2,000
64541 - UTILITY TAX AUDIT SERVICES	9,464	10,800	10,800	10,800
64545 - PERSONAL COMPUTER SOFTWARE	3,319	1,000	2,828	62,500
65010 - BOOKS, PUBLICATIONS, MAPS	119	800	1,025	975
65025 - FOOD	119	-	100	-
65045 - LICENSING/REGULATORY SUPP	28,934	37,000	37,000	37,000
65095 - OFFICE SUPPLIES	14,243	9,950	9,900	10,850
65125 - OTHER COMMODITIES	21	880	880	880
65635 - PERIODICALS	303	175	175	-
Miscellaneous	\$ 40,114	\$ 12,167	\$ 12,296	\$ 26,167
61655 - INTEREST EXPENSE	7,300	-	-	-
62490 - OTHER PROGRAM COSTS	23,471	2,550	2,550	26,167
62605 - OTHER CHARGES	9,310	9,617	9,617	-
62770 - MISCELLANEOUS	33	-	129	-
Insurance and Other Chargebacks	\$ 99,369	\$ 761,389	\$ 69,589	\$ 1,470,164
66030 - TRANSFER TO INSURANCE - RISK	9,589	9,589	9,589	10,164
66040 - GENERAL ADMINISTRATION & SUPPORT	72,332	50,000	60,000	60,000
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	1,800	-	-
66130 - TRANSFER TO INSURANCE	17,448	700,000	-	1,400,000

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Capital Outlay	\$ 206,868	\$ -	\$ -	\$ -
65522 - BUSINESS DISTRICT IMPROVEMENTS	206,868	-	-	-
Contingencies	\$ -	\$ 200,000	\$ -	\$ 150,000
68205 - CONTINGENCIES	-	200,000	-	150,000
Interfund Transfers	\$ 1,386,026	\$ 1,968,719	\$ 1,968,719	\$ 2,243,211
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	443	443	443	443
66020 - TRANSFERS TO OTHER FUNDS	1,294,663	1,891,042	1,891,042	-
66025 - TRANSFER TO DEBT SERVICE - ERI	90,920	77,234	77,234	81,726
66146 - TRANSFERS OUT-FIRE PENSION	-	-	-	20,000
69320 - TRANSFERS TO DEBT SERVICE FUND	-	-	-	2,141,042
Grand Total	\$ 7,539,496	\$ 7,540,597	\$ 6,282,561	\$ 7,997,018



2019 ADOPTED BUDGET - GENERAL FUND

Law Department

The [Law Department](#) provides all legal services for the City. The Department gives legal advice and counsel to the City Council and standing committees, City Manager, City staff, elected officials, and City boards and commissions. The Department drafts ordinances and resolutions. The Department represents the City in federal and state court, and as necessary, at administrative adjudication hearings. 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 provides legal counsel regarding public bidding and procurement. The Department assists the Mayor in administering liquor licensing activities in the City.

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, property, and cyber-liability. The Department reviews safety and risk issues and all third-party matters. The Department administers risk transfer and subrogation programs throughout the City to protect and save taxpayer funds.

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenues				
52040 - LIQUOR LICENSES	482,590	525,000	530,000	525,000
52041 - ONE DAY LIQUOR LICENSE	7,191	12,000	15,000	12,000
52570 - NON PARKING ORDINANCE VIOLATIONS	(10)	-	-	-
56045 - MISCELLANEOUS REVENUE	6,972	-	1,200	-
Grand Total	\$ 496,743	\$ 537,000	\$ 546,200	\$ 537,000

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Expenses				
1705 LEGAL ADMINISTRATION	772,045	736,346	592,402	646,183
Grand Total	\$ 772,045	\$ 736,346	\$ 592,402	\$ 646,183

City Council Goal Performance

City Council Goal	Department Initiative
Invest in City Infrastructure and Facilities	The Law Department provides legal support in drafting and enforcing purchase and order agreements in furtherance of improving and investing in city infrastructure and facilities.
Enhance Community Development and Job Creation Citywide	Worked with City Council, Manager, and staff by drafting ordinances, resolutions and agreements to assist with planned developments and special uses that enhance community development and create jobs.
Expand Affordable Housing Options	Worked with City Council, Manager and staff to draft a comprehensive inclusionary housing ordinance and continually evaluate its effectiveness in expanding affordable housing options, while looking at non-traditional housing alternatives for our community.



2019 ADOPTED BUDGET - GENERAL FUND

Law Department

Further Police/Community Relations Initiatives	The Law Department provides legal staffing for the Alternatives to Arrest Committee and the Citizens’ Police Advisory Committee. The Law Department assisted in drafting and implementing an ordinance to automatically expunge juvenile records in accordance with Illinois state law.
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2019 Initiatives

- Work with City Council and staff to secure new economic and community development opportunities.
- Continue to work with City Council and staff to standardize and improve uniformity amongst City Boards and Commissions and their respective City Code Sections. Streamline rules and procedures to accurately reflect practices and current standards.
- Analyze, evaluate, and implement new risk management strategies, with specific focus upon mitigating workers’ compensation claims.

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
Traffic and Ordinance Prosecution*	1933	2500	2600
Legislative Drafting – Ordinance and Resolution	273	240	240
Liquor Licenses Processed	133	135	140

*Administrative Adjudication is no longer in the Law Department; therefore, the Administrative Adjudication cases have been removed from the Law Department metrics.

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 631,652	\$ 651,575	\$ 522,517	\$ 575,505
61010 - REGULAR PAY	491,768	511,676	375,475	447,857
61415 - TERMINATION PAYOUTS	-	-	33,831	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,346	-	-	-
61510 - HEALTH INSURANCE	50,068	47,712	40,818	58,421
61610 - DENTAL INSURANCE	44	-	-	-
61615 - LIFE INSURANCE	274	658	491	359
61625 - AUTO ALLOWANCE	2,490	2,490	3,320	1,868
61626 - CELL PHONE ALLOWANCE	1,944	1,944	984	450
61710 - IMRF	48,624	49,054	37,201	30,348
61725 - SOCIAL SECURITY	28,166	30,426	24,635	29,093
61730 - MEDICARE	6,929	7,615	5,762	7,109
Services and Supplies	\$ 110,152	\$ 58,652	\$ 43,766	\$ 43,027
62130 - LEGAL SERVICES-GENERAL	12,513	8,000	8,000	8,000
62275 - POSTAGE CHARGEBACKS	-	2,999	2,999	2,999
62295 - TRAINING & TRAVEL	8,939	2,500	2,000	2,375
62315 - POSTAGE	40	250	250	250
62335 - DATA PROCESSING SERVICES	361	-	-	-
62345 - COURT COST/LITIGATION	4,471	9,000	9,000	9,000
62360 - MEMBERSHIP DUES	4,603	2,800	2,800	2,800
62380 - COPY MACHINE CHARGES	-	3,215	3,215	3,215
62509 - SERVICE AGREEMENTS/ CONTRACTS	66,625	20,000	-	-
62705 - BANK SERVICE CHARGES	1,439	-	1,500	1,000
65010 - BOOKS, PUBLICATIONS, MAPS	10,091	9,000	13,000	12,500
65025 - FOOD	186	-	-	-
65095 - OFFICE SUPPLIES	884	888	888	888
65125 - OTHER COMMODITIES	-	-	114	-
Miscellaneous	\$ 4,680	\$ -	\$ -	\$ -
62605 - OTHER CHARGES	4,680	-	-	-
Insurance and Other Chargebacks	\$ 6,648	\$ 6,648	\$ 6,648	\$ 7,047
66030 - TRANSFER TO INSURANCE - RISK	6,648	6,648	6,648	7,047
Capital Outlay	\$ 9	\$ -	\$ -	\$ -
65503 - FURNITURE / FIXTURES / EQUIPMENT	9	-	-	-
Interfund Transfers	\$ 18,904	\$ 19,471	\$ 19,471	\$ 20,604
66025 - TRANSFER TO DEBT SERVICE - ERI	18,904	19,471	19,471	20,604
Grand Total	\$ 772,045	\$ 736,346	\$ 592,402	\$ 646,183



2019 ADOPTED BUDGET - GENERAL FUND

Administrative Services Department

The **Administrative Services Department** is the central administrative agency of the City of Evanston with the express goal to serve city government to benefit the people of Evanston. The Administrative Services Department works to effect improvements, large and small, by implementing the policies and decisions of the City Council and City Manager.

Administrative Services uses technology and data to design and monitor high standards of accountability to ensure that financial resources are utilized efficiently and productively.

Comprised of Human Resources, Information Technology, Facilities and Fleet Management and Parking, the Administrative Services Department supports all internal stakeholders and works with residents, businesses, universities, and other government entities to deliver efficient service delivery.

Human Resources

Human Resources provides support to the City's most critical assets, its people. It is charged with recruiting and hiring quality staff, City-wide training efforts, payroll, benefits administration, workers compensation, safety and many compliance items associated with government regulations.

Information Technology

The City's Information Technology (IT) Division provides excellent technical services and support to City employees, residents, businesses and visitors through sustainable, reliable, secure and efficient infrastructure and communications.

IT maintains and supports the City's hardware and software needs. IT also provides provides help desk services, 24/7 technical support, website services, open data portal support, network engineering and project management support for departmental technology projects.

Parking

Parking Services is responsible for Residential Parking Districts and Permits; parking lot permits; disabled person's reserved spaces; parking enforcement; parking meter maintenance and collections; and operating and maintaining City garages and numerous lots.

Facilities Management & Fleet Services

Because of their similarities in operations including preventative maintenance and service delivery, the Facilities and Fleet Divisions were combined in 2018 in order to increase efficiency. Facilities Management maintains over 2.1 million sq. ft. of property including 1,129 plumbing fixtures, 294 electrical panels, 3,068 exterior lighting fixtures, 2,294 lock sets, and 96 drinking fountains, as well as conduct an annual inspection of 89 RPZ's (backflow prevention valves, such as in drinking fountains, to prevent contamination of the City's water supply).

Fleet Services is responsible for all aspects of the City's vehicles, including passenger vehicles, public safety and fire vehicles, and specialized equipment. This includes the planning, purchasing, maintaining, and disposing of vehicles.



2019 ADOPTED BUDGET - GENERAL FUND

Administrative Services Department

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenues				
1929 HUMAN RESOURCE DIVISION	229	-	150	-
1932 INFORMATION TECHNOLOGY DIVI.	100	-	-	-
1941 PARKING ENFORCEMENT & TICKETS	2,643,565	2,895,000	2,730,000	3,785,000
1942 SCHOOL CROSSING GUARDS	22,214	33,500	30,000	33,500
Grand Total	\$ 2,666,226	\$ 2,928,500	\$ 2,760,150	\$ 3,818,500

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Expenses				
1905 ADM.SERVICES- GENERAL SUPPORT	355,663	342,287	380,473	259,364
1915 HUMAN RESOURCE DIVI. - PAYROLL	304,309	305,645	307,430	243,579
1929 HUMAN RESOURCE DIVISION	955,163	1,034,409	987,315	1,066,275
1932 INFORMATION TECHNOLOGY DIVI.	2,711,457	2,648,302	2,669,420	2,770,457
1940 MISC. EXPENDITURES / BENEFITS	-	141,000	-	176,000
1941 PARKING ENFORCEMENT & TICKETS	1,157,131	1,065,361	1,048,604	1,362,384
1942 SCHOOL CROSSING GUARDS	432,043	470,842	459,942	589,842
1950 FACILITIES	3,396,440	3,067,457	3,222,123	3,015,676
Grand Total	\$ 9,314,164	\$ 9,075,303	\$ 9,075,307	\$ 9,483,577

*Finance was moved to the City Manager's Office in 2017

FY 2018 City Council Goal Performance

City Council Goal	Department Initiative
City Infrastructure and Facilities	Continue to support all internal and external stakeholders to ensure the safe, successful and continuous usability of city buildings and properties.
City Infrastructure and Facilities	Improve energy management data capture and usage techniques with the use of Building Automation Systems to reduce energy waste.
City Infrastructure and Facilities	On-going Civic Center Security Improvements



2019 ADOPTED BUDGET - GENERAL FUND

Administrative Services Department

2019 Initiatives

- Enhanced focus on the timing of purchases/costs across all divisions to further increase operational efficiency and reduce the potential for delays and poor resource allocation.
- Continue citywide implementation and roll-out of Google Apps.
- Complete testing and fully implement performance management system.
- Expand vehicle GPS program to include Fire and Police vehicles.
- Continue to analyze internal service and operational data through an equity lens.

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
Number of Information Technology Service Desk requests closed	7957	8150	8100
Public Safety Civil Service Commission Meetings	5	5	5
Deliveries received	1850	1850	1700
Civic Center repair costs/sq. ft.	2.58	2.64	2.62
Meetings scheduled	2000	2000	2000
Room set-ups	1150	1050	1050
Staff-hours tracked to work order	24000	25000	25000
Work orders completed	900	1150	1100

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 5,973,879	\$ 6,173,382	\$ 6,128,546	\$ 6,085,121
61010 - REGULAR PAY	4,098,197	4,272,245	4,306,911	4,287,578
61050 - PERMANENT PART-TIME	67,283	69,630	108,147	127,386
61110 - OVERTIME PAY	77,060	62,000	62,500	62,000
61415 - TERMINATION PAYOUTS	60,116	-	-	35,000
61420 - ANNUAL SICK LEAVE PAYOUT	4,120	-	334	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	5,490	141,000	-	141,000
61510 - HEALTH INSURANCE	836,115	832,454	819,624	794,908
61610 - DENTAL INSURANCE	369	-	85	-
61615 - LIFE INSURANCE	1,398	3,264	3,503	3,341
61625 - AUTO ALLOWANCE	6,780	6,780	6,180	4,635
61626 - CELL PHONE ALLOWANCE	3,712	4,104	3,432	2,574
61630 - SHOE ALLOWANCE	6,265	4,495	6,670	6,903
61665 - FLEXIBLE SPENDING ACCOUNT MAINTENANCE FEES	27,240	-	16,000	-
61710 - IMRF	430,004	408,683	432,178	278,961
61725 - SOCIAL SECURITY	283,214	298,383	293,587	275,536
61730 - MEDICARE	66,516	70,344	69,395	65,299
Services and Supplies	\$ 3,034,747	\$ 2,740,472	\$ 2,785,312	\$ 3,229,552
61060 - SEASONAL EMPLOYEES	474,869	478,509	483,300	40,000
62160 - EMPLOYMENT TESTING SERVICES	64,914	100,000	50,000	100,000
62175 - IS SERVICES	9,527	6,600	6,600	6,600
62185 - CONSULTING SERVICES	9,307	19,000	19,000	19,000
62205 - ADVERTISING	524	-	-	-
62210 - PRINTING	39	750	750	750
62225 - BLDG MAINTENANCE SERVICES	156,430	101,516	150,000	101,516
62245 - OTHER EQMT MAINTENANCE	64,123	49,318	49,318	49,318
62250 - COMPUTER EQUIPMENT MAINT	45,952	45,000	45,000	45,000
62270 - MEDICAL/HOSPITAL SERVICES	53,500	48,000	48,000	48,000
62274 - TEST ADMINISTRATION	14,046	72,000	45,000	72,000
62275 - POSTAGE CHARGEBACKS	-	400	2,206	400
62280 - OVERNIGHT MAIL CHARGES	23	-	-	-
62295 - TRAINING & TRAVEL	22,365	20,400	23,460	19,480
62310 - CITY WIDE TRAINING	7,380	21,000	15,000	21,000
62315 - POSTAGE	61	-	50	-
62340 - COMPUTER LICENSE & SUPP	558,559	500,000	500,000	550,000
62341 - INTERNET SOLUTION PROVIDERS	12,314	9,000	9,000	9,000
62360 - MEMBERSHIP DUES	4,016	3,200	5,130	3,200
62380 - COPY MACHINE CHARGES	52,667	40,000	40,000	40,000
62425 - ELEVATOR CONTRACT COSTS	6,173	4,165	7,600	4,165
62440 - OVERHEAD DOOR CONTRACT COSTS	11,361	10,000	26,110	10,000
62451 - TOWING AND BOOTING CONTRACTS	39,040	23,000	23,000	23,000
62506 - WORK- STUDY	2,511	2,000	2,000	2,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	215,987	265,031	230,000	1,008,540
62512 - RECRUITMENT	19,970	35,000	35,000	35,000
62518 - SECURITY ALARM CONTRACTS	738	2,500	2,500	2,500
62630 - UNEMP. COMP. & ADMIN. FEE	42,776	142,000	125,000	142,000
62705 - BANK SERVICE CHARGES	3,700	-	5	-
64005 - ELECTRICITY	26,014	17,950	16,650	17,950
64015 - NATURAL GAS	32,117	60,000	60,000	60,000
64505 - TELECOMMUNICATIONS	156,030	136,755	136,755	136,755
64510 - TELECOMMUNICATIONS EQUIPMENT MAINTENANCE	71,417	-	25,150	-
64515 - TELECOMMUNICATIONS EQUIPMENT M	2,078	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	38,786	31,300	32,347	31,300
64545 - PERSONAL COMPUTER SOFTWARE	43,029	9,000	9,000	9,000
65010 - BOOKS, PUBLICATIONS, MAPS	645	950	750	950
65020 - CLOTHING	3,779	3,500	3,500	3,500
65025 - FOOD	791	-	177	-
65040 - JANITORIAL SUPPLIES	18,825	10,000	10,000	10,000

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
65045 - LICENSING/REGULATORY SUPP	2,443	3,000	3,000	3,000
65050 - BLDG MAINTENANCE MATERIAL	482,253	213,074	275,000	313,074
65070 - OFFICE/OTHER EQT MTN MATL	1,500	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	32,015	7,600	20,000	7,600
65090 - SAFETY EQUIPMENT	16,238	11,554	11,554	11,554
65095 - OFFICE SUPPLIES	14,745	14,400	15,400	14,400
65125 - OTHER COMMODITIES	19,071	15,000	15,000	15,000
65555 - PERSONAL COMPUTER EQUIPMENT	149,439	184,000	184,000	219,000
65615 - INFRASTRUCTURE SUPPLIES	30,662	24,000	24,000	24,000
Insurance and Other Chargebacks	\$ 1,738	\$ 92	\$ 92	\$ 98
66030 - TRANSFER TO INSURANCE - RISK	92	92	92	98
66054 - MEDICARE SUPPLEMENT- SENIOR'S CHOICE	1,646	-	-	-
Capital Outlay	\$ 34,888	\$ 2,000	\$ 2,000	\$ 2,000
65625 - FURNITURE & FIXTURES	34,888	2,000	2,000	2,000
Interfund Transfers	\$ 268,911	\$ 159,357	\$ 159,357	\$ 166,806
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	109,946	306	306	306
62309 - RENTAL OF AUTO REPLACEMENT	34,636	30,991	30,991	30,991
66025 - TRANSFER TO DEBT SERVICE - ERI	124,329	128,060	128,060	135,509
Grand Total	\$ 9,314,164	\$ 9,075,303	\$ 9,075,307	\$ 9,483,577



2019 ADOPTED BUDGET - GENERAL FUND

Community Development Department

The [Community Development Department](#) is responsible for the overall administration and execution of all building, planning and zoning activities, managing affordable housing and other related programs funded with federal and local grants targeting lower income residents, and the City's transportation and mobility initiatives. The overarching activities of the Community Development Department are strategically aligned with the City Council goals and support the City's mission to become the most livable City. The department primarily serves external customers including: residents, developers, businesses, contractors, architects and local non-profit agencies.

Building and Inspection Services Division

The mission of the Building and Inspection Services Division is to promote a sustainable, safe and high-quality environment for the residents, workers and visitors of Evanston. The division is committed to providing quality service in a comprehensive, effective, knowledgeable and friendly manner.

The division is responsible for providing the following services:

- Review and approve building documents for commercial and residential projects.
- Issue building permits and inspect permitted work for compliance with approved documents.
- Review, approve, issue and inspect permitted work in the public right of way.
- Oversee review and issuance of elevator permits and semi-annual inspections of conveyance systems within the City.
- Review and issue sign permits and manage required annual inspection of all signs within the City.
- Remove graffiti tags from public right of way and private properties.
- Assist low to moderate-income homeowners with financial and technical assistance in the rehabilitation of their homes.
- Staff the Design and Project Review Committee.

Housing and Grants Division

The Housing and Grants Division engages in a number of strategies to maintain and enhance living conditions for low and moderate-income residents. There are several programs designed to promote affordable rental and ownership housing, as well as to provide other needed services.

The division is responsible for providing the following services:

- Manage grant programs totaling over \$3 million annually, including Federal Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), City Affordable Housing Fund and Mental Health Board funds, to address the needs of at-risk and economically disadvantaged residents.
- Ensure compliance with funding requirements of 40-50 programs and projects annually.
- Conduct research and develop policies on housing-related issues, work with housing developers on projects that preserve and expand affordable housing to maintain an economically and racially diverse community and improve sustainability.
- Staff the Housing and Community Development Act Committee, Housing and Homelessness Commission and Mental Health Board.

Planning and Zoning Division

The Planning and Zoning Division is tasked with providing oversight and guidance on sustaining the architectural vitality of City neighborhoods by aiding in the restoration, rehabilitation and conservation of historic buildings and districts as well as encouraging new and contemporary developments that complement existing neighborhoods and enhance the economic vitality of the City.



2019 ADOPTED BUDGET - GENERAL FUND

Community Development Department

The division is responsible for providing the following services:

- Administration and review of map amendments, text amendments, special use permits and applications for relief (variations) from the Zoning Ordinance.
- Coordinate interdepartmental review and land-use entitlement process for large scale developments (Planned Developments).
- Lead neighborhood area plans and city-wide comprehensive plan efforts to guide future long-term growth and development across the City.
- Staff Design and Project Review (DAPR) Committee, Historic Preservation Commission, Plan Commission, Zoning Board of Appeals and Zoning Committee of the Plan Commission.

Transportation and Mobility

The Transportation and Mobility Coordinator directs City-wide transportation goals and programs that improve accessibility, mobility and connectivity. The coordinator also assists in the delivery of transportation infrastructure projects and on-going policy work outlined in the City's Multi-Modal Transportation and Bike Plans.

Staff is responsible for providing the following services:

- Conduct research and develop policies on emerging new mobility sectors and applications.
- Work across transportation agencies within Evanston to maintain and grow a reliable, safe, accessible, and active transportation network, including first/last mile programs, such as the Divvy Bikes program.
- Develop long-term policy and programming objectives, and coordinate improvement projects with the City's transit providers, including the CTA's Red/Purple Line Modernization Study.
- Coordinate the implementation of the updated Complete & Green Streets Policy through regular reporting, and the development of new multi-modal transportation and transportation demand management tools.
- Improve local transportation services by working with developers to enhance non-motorized and transit connections and amenities through development proposals.
- Staff the Transportation & Parking Committee to support these services.

Economic Development

The Economic Development Division provides support for the implementation of the City Council adopted Economic Development Plan and funding for the City's economic development initiatives as well as staff, consulting services, and marketing efforts needed to support these activities.

The division is responsible for providing the following services:

- Issue business licenses and manage license renewal procedures.
- Support redevelopment efforts on key vacant and underutilized properties throughout Evanston, including the City's five Tax Increment Financing (TIF) districts and two Special Service Areas (SSA).
- Resource for business assistance in the form of loans and grants.
- Support small business attraction, retention, and expansion in neighborhood business districts.
- Staff the Economic Development Committee.



2019 ADOPTED BUDGET - GENERAL FUND

Community Development Department

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenues				
2105 PLANNING & ZONING	112,852	105,000	129,360	250,000
2126 BUILDING INSPECTION SERVICES	7,677,868	6,236,000	6,225,000	4,545,000
2128 EMERGENCY SOLUTIONS GRANT	127,374	135,000	135,000	135,000
5300 ECON. DEVELOPMENT	-	2,745,600	2,406,024	2,745,600
Grand Total	\$ 7,918,094	\$ 9,221,600	\$ 8,895,384	\$ 7,675,600

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Expenses				
2101 COMMUNITY DEVELOPMENT ADMIN	279,159	291,162	272,313	310,401
2105 PLANNING & ZONING	652,059	722,543	737,917	747,206
2126 BUILDING INSPECTION SERVICES	1,485,868	1,481,962	1,535,709	1,552,409
2128 EMERGENCY SOLUTIONS GRANT	127,354	123,886	123,886	123,886
5300 ECON. DEVELOPMENT	48,544	995,221	952,853	746,458
Grand Total	\$ 2,592,984	\$ 3,614,774	\$ 3,622,678	\$ 3,480,360

City Council Goal Performance

City Council Goal	Department Initiative
Enhance Community Development and Job Creation Citywide	Processed applications for three large-scale Planned Developments: 601 Davis Street, 1727 Oak Avenue, and 128-130 Chicago Avenue
Enhance Community Development and Job Creation Citywide	Administered approval of 15 new (including substitution of existing) special uses for new or expanded businesses.
City Infrastructure and Facilities	Expanded accessible transit options through the coordination of 9 ADA compliant bus stops on Dodge Avenue.
City Infrastructure and Facilities	Coordinated Multi-Modal Transportation Plan infrastructure efforts, such as expansion of bicycle share opportunities and implementation of agreements for the CTA's Red/Purple Modernization Study.
Ensure Equity in All City Operations	Implemented the Divvy for Every Evanstonian program to provide \$5 Divvy memberships to income qualifying residents, including unbanked residents.
Stabilize long-term City finances	Developed and promoted use of online permit application for submittal and payment.
City Infrastructure and Facilities	Continued to maintain and improve the physical appearance of our City Streets by addressing graffiti tags on public right of ways in an efficient manner and making the City a more desirable place to live and work.
Enhance Community Development	Led the City's process for tracking and measuring sustainability using the STAR Community Rating System and achieved recertification as a 4-STAR Community.
Enhance Community Development and Job Creation Citywide	Integrated the City's 311 system with external communication and inquiries to the Community Development Department to better deliver customer service and provide information to Evanston residents and businesses.



2019 ADOPTED BUDGET - GENERAL FUND

Community Development Department

Expand Affordable Housing Options	Continued the Tenant Based Rental Assistance (TBRA) program for homeless families with children that provides stable housing while the head(s) of household work to achieve economic independence.
Expand Affordable Housing Options	Authored Zoning Ordinance Text Amendment to allow rental of coach houses to non-family members.
Ensure Equity in All City Operations	Worked with the Equity and Empowerment Coordinator to apply an equity lens to allocation recommendations for Community Development Block Grant and Mental Health Board funds.

2019 Initiatives

Promoting neighborhood revitalization, ensuring a safe built environment and affordable housing and providing first-last mile transportation connections will continue to be major priorities of the Community Development Department. Specific actions to achieve these priorities include:

Building and Inspection Services Division

- Improve procedures for Building Permit Desk Staff to process permit applications and trade contractor registration.
- Finalize contract with permit and licensing vendor and increase online building permit, contractor registration, and payment opportunities.
- Improve plan review by appointment only policy and better utilization of the City’s 311 system.
- Create expedited review for project types that require approval of staff from multiple departments to fast-track the review of building permits (i.e. Fire Department, Public Works Agency, etc.).

Housing and Grants Division

- Implement new strategies to expand affordable housing, including accessory dwelling units and small lot housing, and revisions to the Inclusionary Housing Ordinance to more effectively generate on-site units.
- Work with affordable housing and market rate developers, including the Housing Authority of Cook County, on housing projects including the Perlman Expansion and South Boulevard projects to build new affordable and mixed income housing in transit-oriented development (TOD) areas.
- Continue to maintain existing affordable rental and ownership housing units through CDBG Housing Rehab to correct code violations and life safety issues, and improve accessibility and energy and water efficiency.
- Explore financing options for acquisition and rehab of multi-family properties with funders including the Community Investment Corporation and Regional Housing Initiative to get income restricted units in existing buildings, particularly near Northwestern University where rental real estate will be affected by the requirement that sophomores live on campus.
- Continue to manage grant-funded programs and projects to ensure timely completion and compliance with all federal and local requirements, including affordability restrictions for housing units.



2019 ADOPTED BUDGET - GENERAL FUND

Community Development Department

Planning and Zoning Division

- Continue working with Economic Development Division to provide timely and early zoning information to new businesses planning to locate in Evanston.
- Explore opportunities to address inclusive long-range planning.
- Process review of several large-scale Projects and Planned Developments currently planned: 601 Davis Street, 1714-1718 Chicago Avenue, 1621 Chicago Avenue, Custer and Main Street townhome and mixed-use developments.
- Evaluate and revise sign regulations to improve community aesthetics and provide options for economic development.
- Continue to review and propose amendments to the Zoning Ordinance to improve approval of private projects and facilitate the type of land uses and development that increase Evanston livability.

Transportation and Mobility

- Partner with the City's transit providers to invest in a strong public transit service core with connected first/last mile solutions, including the CTA's Red/Purple Modernization Study.
- Continue to improve connections and expand options for addressing first/last mile networks to transit for all community members: Divvy bike share, rapid transit, and on-demand services.
- Assist the Planning and Zoning Division in securing the full potential for new development proposals' improvements to the non-motorized and transit networks.
- Integrate mobility and transportation initiatives into existing and new community events, including community rides and tabling events.
- Work across transportation and transit agencies within Evanston to maintain and grow a reliable, safe, accessible, and active transportation network.

Economic Development

- Implement Evanston's workforce development vision in coordination with the Youth and Young Adult Services Division and the City-wide network of workforce development partners.
- Complete the development of the Howard Street theatre and fill vacancies in remaining Howard Street commercial properties.
- Continue Entrepreneurship Support Grant pilot program.
- Support creation of a Special Service Area for the Central Street business district.
- Coordinate business and arts community initiatives and identify a site for a downtown performing arts center.
- Work with 5th Ward businesses to complete storefront improvement projects, particularly at Church and Dodge.

Community Development will continue to provide staff support and improve processes for the following boards, commissions and committees:

- Age Friendly Evanston Task Force
- Design and Project Review (DAPR)
- Housing and Community Development Act Committee
- Housing and Homelessness Commission
- Mental Health Board
- Plan Commission



2019 ADOPTED BUDGET - GENERAL FUND

Community Development Department

- Zoning Committee of the Plan Commission
- Comprehensive Plan Committee of the Plan Commission
- Rules Committee of the Plan Commission
- Planning and Development Committee
- Preservation Commission
- Transportation & Parking Committee
- Zoning Board of Appeals

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
Total Building Permit Revenue Collected	7,761,411	6,300,000	5,500,000
Total Building Permits Issued	3,732	3,600	3,600
Total Building Inspections	7,480	7,500	7,500
Total Building Construction Work w/o permits investigated	139	140	140
Total Business Licenses Issued	88	70	70
Housing units rehabilitated (major)	3	20	10
Total Elevator Inspections	1580	1580	1585
Contractor Licenses Issued/Renewed	1132	1500	1500
Sign Variations/Variations Approved	15/13	12/9	12/9
Graffiti tags removed by graffiti technician	1272	1300	1300
Preservation cases	339	325	325
Zoning Analysis Cases	357	210	250
Special Uses / Major Variation	36	39	36
Minor Variations	56	43	50
Planned Development/Amendments	12	12	12
CDBG & MHB Programs/Projects Managed	46	47	40
Affordable Housing Units Financed	3	0	6
Households Provided Tenant-Based Rental Assistance	20	20	20
HOME/Affordable Housing Fund Programs/Projects Managed	8	10	10
Age Friendly Evanston Task Force	6	6	6
Design and Project Review Committee Meetings	40	36	38
Housing and Community Development Act Committee Meetings	7	9	9
Housing and Homelessness Commission Meetings	11	10	10
Mental Health Board Meetings	10	11	10
Plan Commission	11	9	10
Planning and Development Committee	17	17	17
Preservation Commission	13	13	13
Zoning Board of Appeals	16	16	16
Single Use Divvy Passes Purchased at an Evanston Station	2249	3200	3800
Annual Active Divvy Memberships (Evanston's portion)	1074	1200	1400
Divvy Bicycle Miles Traveled from Trips that begin at an Evanston Station	44,867	53,500	61,500
One-Way Divvy Trips that begin at an Evanston Station	22,199	23,500	24,600

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 2,242,026	\$ 2,519,049	\$ 2,497,515	\$ 2,602,044
61010 - REGULAR PAY	1,655,691	1,855,231	1,845,501	2,022,964
61050 - PERMANENT PART-TIME	2,731	-	590	-
61110 - OVERTIME PAY	4,543	10,500	5,500	10,500
61415 - TERMINATION PAYOUTS	8,910	-	2,044	-
61420 - ANNUAL SICK LEAVE PAYOUT	4,911	5,000	5,231	-
61510 - HEALTH INSURANCE	264,846	284,142	302,762	295,856
61610 - DENTAL INSURANCE	155	-	9	-
61615 - LIFE INSURANCE	523	1,378	1,406	1,350
61625 - AUTO ALLOWANCE	3,424	3,735	3,735	2,800
61626 - CELL PHONE ALLOWANCE	3,291	4,566	4,566	3,425
61630 - SHOE ALLOWANCE	1,217	1,217	1,217	1,217
61710 - IMRF	165,255	195,213	180,325	118,734
61725 - SOCIAL SECURITY	102,487	127,868	117,216	117,414
61730 - MEDICARE	24,042	30,199	27,413	27,784
Services and Supplies	\$ 138,384	\$ 582,825	\$ 619,907	\$ 466,953
61060 - SEASONAL EMPLOYEES	23,419	14,000	31,387	14,000
62150 - CONSTRUCTION ENGINEERING SERVICES	2,305	3,000	3,000	3,000
62185 - CONSULTING SERVICES	3,963	50,000	25,000	10,000
62190 - GRAFFITI REMOVAL SERVICES	3,084	5,000	5,000	5,000
62205 - ADVERTISING	2,263	2,325	2,325	2,325
62210 - PRINTING	1,072	2,200	2,380	2,380
62236 - SOFTWARE MAINTENANCE	1,971	-	1,819	1,819
62245 - OTHER EQMT MAINTENANCE	-	100	100	100
62275 - POSTAGE CHARGEBACKS	-	6,000	6,000	6,000
62280 - OVERNIGHT MAIL CHARGES	-	200	229	229
62295 - TRAINING & TRAVEL	4,704	20,500	13,000	10,500
62315 - POSTAGE	-	100	100	100
62345 - COURT COST/LITIGATION	-	400	962	400
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	-	25,000	-	-
62360 - MEMBERSHIP DUES	2,651	9,375	4,375	4,375
62380 - COPY MACHINE CHARGES	(124)	1,300	1,300	1,300
62425 - ELEVATOR CONTRACT COSTS	4,400	4,500	4,500	4,500
62464 - PLUMB, ELEC, PLAN REVEIW SERV	63,977	75,000	88,000	75,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	4,440	40,000	40,000	-
62645 - DIGITAL ARCHIVING	8,421	10,000	10,000	10,000
62659 - ECONOMIC DEVELOPMENT PARTNERSHIP CC	-	100,000	165,000	147,000
62660 - BUSINESS ATTRACTION	-	50,000	26,175	-
62662 - BUSINESS RETENTION / EXPANSION INVESTM	-	150,000	54,000	-
62663 - WORKFORCE DEVELOPMENT	-	-	115,000	100,000
62664 - ENTREPRENEURSHIP SUPPORT	-	-	-	50,000
62705 - BANK SERVICE CHARGES	4,585	4,200	9,460	9,300
64540 - TELECOMMUNICATIONS - WIRELESS	257	-	-	-
64545 - PERSONAL COMPUTER SOFTWARE	930	-	930	-
65010 - BOOKS, PUBLICATIONS, MAPS	-	1,175	1,175	1,175
65020 - CLOTHING	630	1,500	1,500	1,500
65025 - FOOD	439	400	527	400
65055 - MATER. TO MAINT. IMP.	-	350	350	350
65085 - MINOR EQUIPMENT & TOOLS	588	700	700	700
65095 - OFFICE SUPPLIES	4,408	5,500	5,613	5,500
Miscellaneous	\$ 80	\$ 9,000	\$ 600	\$ 500
62490 - OTHER PROGRAM COSTS	80	9,000	600	500
Insurance and Other Chargebacks	\$ 7,162	\$ 20,254	\$ 53,781	\$ 21,469
62740 - OTHER CHARGES-CHARGEBACK	4,356	-	33,527	-
66030 - TRANSFER TO INSURANCE - RISK	2,806	2,806	2,806	2,974
66130 - TRANSFER TO INSURANCE	-	17,448	17,448	18,495
Capital Outlay	\$ -	\$ 253,500	\$ 225,729	\$ 150,000
65522 - BUSINESS DISTRICT IMPROVEMENTS	-	250,000	225,729	150,000
65625 - FURNITURE & FIXTURES	-	3,500	-	-
Community Sponsored Organizations	\$ 122,662	\$ 123,886	\$ 123,886	\$ 123,886
67010 - COMMUNITY SPONSORED ORGANIZATIONS	-	123,886	123,886	123,886
67110 - CONNECTIONS FOR THE HOMELESS	122,662	-	-	-
Contingencies	\$ -	\$ 5,000	\$ -	\$ 5,000
68205 - CONTINGENCIES	-	5,000	-	5,000
Interfund Transfers	\$ 82,671	\$ 101,260	\$ 101,260	\$ 110,508
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	13,461	13,932	13,932	13,932
62309 - RENTAL OF AUTO REPLACEMENT	12,370	12,370	12,370	12,370
66025 - TRANSFER TO DEBT SERVICE - ERI	56,840	74,958	74,958	84,206
Grand Total	\$ 2,592,984	\$ 3,614,774	\$ 3,622,678	\$ 3,480,360



2019 ADOPTED BUDGET - GENERAL FUND

Police Department

The [Evanston Police Department](#) is committed to the protection of life and property. With a staff of 166 sworn officers and 59 civilian personnel, the emphasis is on delivering a public service in harmony with the values and expectations of the community. This is accomplished through the three divisions of the Police Department: Field Operations Division, Support Services Division; and Investigative Services Division.

Field Operations Division

Headed by a Deputy Chief, this division is comprised of three patrol divisions of uniformed officers who respond to calls for service and proactively patrol the community. This Division also includes the Department's K9 unit, Traffic Division and its Community Strategy Division (Problem-Solving Team and Foot Patrol Unit).

Support Services Division

Charged with the oversight of the internal workings of the Police Department, the Deputy Chief of this Division oversees the Office of Administration, Records Bureau, the Communications Division (9-1-1 Call Center) and the Support Services Division (Service Desk and 3-1-1 Call Center).

Investigative Services Division

Responsible for the investigation and follow-up of major crimes and incidents, this unit is comprised of the Juvenile Detective Division as well as the Investigative Services Division. Headed by a Deputy Chief, this unit includes the Neighborhood Enforcement Team (NET) and the department's TAC unit, which is responsible for a variety of tactical response operations.

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenues				
2205 POLICE ADMINISTRATION	10,789,179	10,898,204	11,083,154	10,898,204
2225 SOCIAL SERVICES BUREAU	41,631	-	40,000	-
2240 POLICE RECORDS	27,708	25,000	25,000	25,000
2260 OFFICE OF ADMINISTRATION	18,604	50,000	25,000	84,000
2265 NEIGHBORHOOD ENFORCEMENT TEAM	7,346	-	-	-
2270 TRAFFIC BUREAU	151,878	130,000	136,000	130,000
2280 ANIMAL CONTROL	4,475	7,500	4,000	7,500
2285 PROBLEM SOLVING TEAM	2,368	-	20,000	-
Grand Total	\$ 11,043,188	\$ 11,110,704	\$ 11,333,154	\$ 11,144,704



2019 ADOPTED BUDGET - GENERAL FUND

Police Department

Expenses	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
2205 POLICE ADMINISTRATION	11,238,062	11,854,406	11,411,766	12,608,989
2210 PATROL OPERATIONS	11,961,493	11,701,073	12,728,744	11,910,249
2215 CRIMINAL INVESTIGATION	2,375,826	2,288,057	2,307,042	2,173,528
2225 SOCIAL SERVICES BUREAU	549,659	-	-	-
2230 JUVENILE BUREAU	1,371,350	1,257,730	1,115,527	1,160,721
2235 SCHOOL LIAISON	463,621	492,889	384,233	365,952
2240 POLICE RECORDS	689,866	689,721	625,168	615,745
2245 COMMUNICATIONS	1,542,468	1,536,497	1,550,444	1,528,334
2250 SERVICE DESK	1,371,365	1,409,016	1,431,271	1,287,556
2251 311 CENTER	556,263	604,708	600,159	585,581
2255 OFFICE-PROFESSIONAL STANDARDS	413,041	397,280	452,249	390,962
2260 OFFICE OF ADMINISTRATION	623,485	594,559	605,661	608,930
2265 NEIGHBORHOOD ENFORCEMENT TEAM	2,266,152	2,089,084	2,263,826	2,106,322
2270 TRAFFIC BUREAU	1,059,081	944,637	1,059,391	949,624
2275 COMMUNITY STRATEGIC BUREAU	152,630	158,732	159,735	157,056
2280 ANIMAL CONTROL	227,661	185,597	244,127	209,820
2285 PROBLEM SOLVING TEAM	1,825,935	1,768,691	1,705,775	1,661,010
2290 CTA - SPECIAL EMPLOYMENT	17	-	-	-
2291 PROPERTY BUREAU	225,145	242,922	246,196	241,613
2295 BUILDING MANAGEMENT	153,927	175,500	158,551	175,102
Grand Total	\$ 39,067,047	\$ 38,391,099	\$ 39,049,865	\$ 38,737,094

*Social Services Bureau activities moved to Health Department

Ongoing Activity Measures	2017 Actual	2018 Projected	2019 Projected
Part I crimes	1,899	1,800	1,790
Part II crimes	5,918	5,900	5,880
Total calls for service	69,976	70,500	71,000
Arrests (felony & misdemeanor)	1,510	1,500	1,490
D.U.I. arrests	121	125	130
Ticket & citation production – Parking	9,499	10,000	10,500
Written Reports *	12,799	13,000	13,200

*Written reports include incident, crash and arrest reports.

2019 Initiatives

- Complete the body-worn camera program in conjunction with Northwestern University, to assure that all police field operations are recorded.
- Continue research into the transition to STARCOM radios from the current UHF T-Band frequency.
- Research NIBR reporting system that will become federally mandated in 2020.
- Implement the accepted recommendations from Hillard Heintze staffing study.



2019 ADOPTED BUDGET - GENERAL FUND

Police Department

- Implement the approved recommendations from the internal task forces on patrol and investigative staffing for the EPD.
- Manage mandated training required by state law, Illinois Police Training Board, and Illinois Attorney General.

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 26,598,837	\$ 25,874,829	\$ 26,455,742	\$ 25,817,217
61010 - REGULAR PAY	19,124,290	19,563,356	19,368,890	19,622,940
61050 - PERMANENT PART-TIME	623	-	-	-
61070 - JOB TRAINING AND INTERNSHIPS	90,750	97,500	97,500	97,500
61110 - OVERTIME PAY	319,722	238,400	295,156	154,552
61111 - HIREBACK OT PAY	791,498	466,646	780,843	573,700
61112 - SPECIAL DETAIL OT	346,253	224,130	392,819	230,854
61415 - TERMINATION PAYOUTS	467,984	275,000	266,605	283,250
61420 - ANNUAL SICK LEAVE PAYOUT	259,811	190,000	73,867	195,700
61425 - ANNUAL HOLIDAY PAYOUT	371,131	204,000	125,500	210,120
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	41,818	-	471,224	-
61440 - EDUCATION PAY	244,800	232,400	260,100	-
61441 - POLICE EDUCATION INCENTIVES	-	-	-	232,400
61510 - HEALTH INSURANCE	3,398,380	3,244,968	3,200,212	3,227,950
61610 - DENTAL INSURANCE	1,698	-	299	-
61615 - LIFE INSURANCE	10,216	23,826	25,326	25,292
61626 - CELL PHONE ALLOWANCE	360	360	360	270
61630 - SHOE ALLOWANCE	465	460	305	155
61635 - UNIFORM ALLOWANCE	176,577	213,500	174,125	183,050
61710 - IMRF	389,186	351,411	354,008	229,182
61725 - SOCIAL SECURITY	256,410	253,882	248,208	249,607
61730 - MEDICARE	306,867	294,990	320,395	300,695
Services and Supplies	\$ 806,365	\$ 774,426	\$ 810,912	\$ 1,134,104
61060 - SEASONAL EMPLOYEES	24,861	-	5,128	-
62210 - PRINTING	5,624	3,000	3,413	3,000
62225 - BLDG MAINTENANCE SERVICES	53,135	59,600	59,600	59,600
62240 - AUTOMOTIVE EQMP MAINT	2,646	-	-	-
62245 - OTHER EQMT MAINTENANCE	698	2,700	2,700	2,700
62270 - MEDICAL/HOSPITAL SERVICES	-	1,000	1,000	1,000
62272 - OTHER PROFESSIONAL SERVICES	112,733	65,000	79,127	100,000
62275 - POSTAGE CHARGEBACKS	-	6,000	6,000	6,000
62280 - OVERNIGHT MAIL CHARGES	85	-	50	-
62295 - TRAINING & TRAVEL	147,425	127,890	128,217	121,496
62335 - DATA PROCESSING SERVICES	-	378	-	378
62360 - MEMBERSHIP DUES	122,867	116,388	127,312	116,388
62370 - EXPENSE ALLOWANCE	1,571	2,200	2,200	2,200
62375 - RENTALS	33,359	33,430	33,430	33,430
62380 - COPY MACHINE CHARGES	-	8,954	894	8,954
62425 - ELEVATOR CONTRACT COSTS	-	3,112	3,112	3,112
62451 - TOWING AND BOOTING CONTRACTS	-	-	235	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	5,743	35,000	67,500	346,072
62645 - DIGITAL ARCHIVING	457	-	500	-
62705 - BANK SERVICE CHARGES	48	600	600	600
64005 - ELECTRICITY	1,398	-	975	-
64015 - NATURAL GAS	16,908	15,000	9,228	15,000
64505 - TELECOMMUNICATIONS	20,407	50,000	50,000	50,000
64540 - TELECOMMUNICATIONS - WIRELESS	45,963	22,000	22,982	22,000
64545 - PERSONAL COMPUTER SOFTWARE	30	-	-	-
64565 - CABLE - VIDEO	291	-	1,239	-
65010 - BOOKS, PUBLICATIONS, MAPS	313	520	520	520
65015 - CHEMICALS/ SALT	29,665	35,833	35,833	35,833
65020 - CLOTHING	64,563	40,450	41,914	40,450
65025 - FOOD	2,764	8,050	9,115	8,050
65040 - JANITORIAL SUPPLIES	13,089	6,600	6,600	6,600
65050 - BLDG MAINTENANCE MATERIAL	959	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	53,330	54,790	33,717	54,790
65095 - OFFICE SUPPLIES	15,605	2,300	6,607	22,300
65105 - PHOTO/DRAFTING SUPPLIE	-	4,833	4,833	4,833
65125 - OTHER COMMODITIES	28,527	68,798	66,331	68,798
65555 - PERSONAL COMPUTER EQUIPMENT	1,303	-	-	-
Miscellaneous	\$ 38,839	\$ -	\$ 53,967	\$ 30,000
62490 - OTHER PROGRAM COSTS	28,448	-	33,353	15,000
62770 - MISCELLANEOUS	2,287	-	-	-
65120 - POLICE DUI EXPENSE	8,104	-	20,614	15,000

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Insurance and Other Chargebacks	\$ 10,638,415	\$ 10,813,170	\$ 10,800,570	\$ 10,820,842
62675 - INTERDEPT TRANSFER PENSIONS	10,300,549	10,462,704	10,462,704	10,462,704
66030 - TRANSFER TO INSURANCE - RISK	337,866	337,866	337,866	358,138
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	12,600	-	-
Capital Outlay	\$ 320	\$ -	\$ -	\$ -
65625 - FURNITURE & FIXTURES	320	-	-	-
Contingencies	\$ 1,841	\$ 2,500	\$ 2,500	\$ 2,500
68205 - CONTINGENCIES	1,841	2,500	2,500	2,500
Interfund Transfers	\$ 982,430	\$ 926,174	\$ 926,174	\$ 932,431
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	610,540	539,151	539,151	539,151
62309 - RENTAL OF AUTO REPLACEMENT	259,194	279,459	279,459	279,459
66025 - TRANSFER TO DEBT SERVICE - ERI	112,696	107,564	107,564	113,821
Grand Total	\$ 39,067,047	\$ 38,391,099	\$ 39,049,865	\$ 38,737,094



2019 ADOPTED BUDGET - GENERAL FUND

Fire Department

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, and non-emergency and support services to prevent or minimize situations that affect Evanston residents, businesses, and visitors. The community service is provided through four divisions: Fire Administration and Support, Fire Prevention, Fire Suppression, and Emergency Preparedness.

The Fire Administration and Support Division provides direction, policy, leadership, and management for moving the organization toward achieving its mission. The Fire Prevention Division provides plan review, business and mercantile safety assistance, code enforcement, and investigation. The 101 members assigned to the Suppression Division deliver first response to all emergencies and situations that require prompt attention on a twenty-four hour a day basis. The members of the Suppression Division staff five fire stations, which house five fire engines, two aerial ladder trucks, three ambulances, and a Shift Chief. The Emergency Preparedness Division in cooperation with all City Departments coordinates the disaster preparation, mitigation, and recovery plans and efforts of the City. The Emergency Preparedness Division integrates the City's plans with the County and State Emergency Preparedness Agencies.

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenues				
2305 FIRE MGT & SUPPORT	8,522,528	8,487,047	8,470,847	8,487,047
2310 FIRE PREVENTION	235,405	248,000	235,000	240,000
2315 FIRE SUPPRESSION	1,587,097	1,831,500	1,654,700	2,186,500
2320 EMERGENCY PREPAREDNESS	4,320	-	19,750	-
Grand Total	\$ 10,349,349	\$ 10,566,547	\$ 10,380,297	\$ 10,913,547

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Expenses				
2305 FIRE MGT & SUPPORT	9,085,036	9,070,228	9,034,344	9,052,294
2310 FIRE PREVENTION	642,526	621,334	643,197	622,813
2315 FIRE SUPPRESSION	14,616,096	14,228,557	15,167,105	14,690,497
2320 EMERGENCY PREPAREDNESS	11,894	14,271	13,621	14,246
Grand Total	\$ 24,355,551	\$ 23,934,390	\$ 24,858,267	\$ 24,379,850

City Council 2019 Goal Performance

City Council Goal	Department Initiative
City Infrastructure and Facilities	Department will implement an MOU with Northwestern University for a cooperative use of an Emergency Operations Center
Ensure equity in City Operations	Mobile integrated health program
Community Development and Job Creation	Fire Explorer Program and ETHS Public Safety Class are continuing to be led by Department members



2019 ADOPTED BUDGET - GENERAL FUND

Fire Department

2018 Initiatives Update

- The Fire Department, in cooperation with Human Resources conducted a new hire eligibility exam. An eligibility list has been posted.
- Through the Emergency Preparedness Division, NIMS courses have been made available to all City Departments.
- The Department has been able to offer continuing certification to all paramedics in Pediatric Advanced Life Support.
- In cooperation with the Information Technology, the Department implemented an electronic patient care reporting system.
- Fire and life safety education programs were expanded to all primary school children (K-5th grade) in the City.
- The community engagement programs, Fire Explorer, Citizen CPR, and the ETHS Public Safety Program were successfully offered.
- The Department's strategic plan continues to be implemented including a community walkthrough of the plan.

2019 Initiatives

- In cooperation with Human Resources, the Department will conduct a promotional exam for the position of Fire Apparatus Operator.
- In cooperation with Northwestern University, work on a cooperative agreement for a shared Emergency Operations Center will be initiated.
- Emergency Management will continue working with City Departments on enhanced emergency preparedness and NIMS compliance and our ability to continue operations in the event of a disaster.
- All members will be offered the opportunity to complete Advanced Cardiac Life Support (ACLS) certification.
- The community engagement programs, Fire Explorer, ETHS Public Safety, Citizen CPR, and Citizen Fire Academy will be offered through our Department members.
- The Department will explore the initiation of a mobile integrated health program with Saint Francis Hospital.
- The Department will continue its Strategic Plan implementation.

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
City fire insurance rating	2	1	1
Hydrants inspected/flow tested	1310	1340	1340
Construction plans reviewed	425	446	467
Staff hours on cause and origin investigations	81	108	89
All Fire Dept. incidents, including ambulance calls	10,058	10,011	10,100
Ambulance calls	6,456	6,490	6,550

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 13,932,004	\$ 13,442,858	\$ 14,488,023	\$ 13,888,231
61010 - REGULAR PAY	10,773,409	10,753,269	11,261,576	10,977,303
61062 - SPECIAL EVENT PAY	-	-	-	30,000
61110 - OVERTIME PAY	214,555	178,000	181,000	178,000
61111 - HIREBACK OT PAY	614,960	350,000	650,000	548,956
61113 - TRAINING OT	48,054	33,000	33,000	33,000
61415 - TERMINATION PAYOUTS	139,861	50,000	200,000	50,000
61420 - ANNUAL SICK LEAVE PAYOUT	96,375	50,000	98,665	50,000
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	18,308	-	5,471	-
61510 - HEALTH INSURANCE	1,828,891	1,815,383	1,833,590	1,801,624
61610 - DENTAL INSURANCE	966	-	10	-
61615 - LIFE INSURANCE	2,665	6,249	6,555	6,199
61626 - CELL PHONE ALLOWANCE	3,200	3,600	3,600	2,700
61710 - IMRF	21,836	22,616	22,025	15,348
61725 - SOCIAL SECURITY	13,273	14,885	13,994	23,231
61730 - MEDICARE	155,651	165,856	178,537	171,870
Services and Supplies	\$ 343,996	\$ 368,023	\$ 329,423	\$ 391,803
62210 - PRINTING	2,775	4,000	4,000	4,000
62235 - OFFICE EQUIPMENT MAINT	-	1,100	1,100	1,100
62245 - OTHER EQMT MAINTENANCE	4,547	5,100	5,100	5,100
62250 - COMPUTER EQUIPMENT MAINT	4,805	8,100	8,100	8,100
62270 - MEDICAL/HOSPITAL SERVICES	39,064	50,400	50,400	50,400
62275 - POSTAGE CHARGEBACKS	7,034	3,000	3,000	3,000
62295 - TRAINING & TRAVEL	63,880	52,400	52,400	68,780
62315 - POSTAGE	272	500	500	500
62335 - DATA PROCESSING SERVICES	-	3,200	3,200	3,200
62355 - LAUNDRY/OTHER CLEANING	-	1,000	1,000	1,000
62360 - MEMBERSHIP DUES	26,412	47,200	6,880	27,200
62380 - COPY MACHINE CHARGES	-	1,223	1,223	1,223
62430 - CUSTODIAL CONTRACT SERVICES	6,270	2,000	3,450	2,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	4,433	5,100	5,100	25,100
62518 - SECURITY ALARM CONTRACTS	1,035	6,400	6,400	6,400
62705 - BANK SERVICE CHARGES	1,003	-	920	-
64015 - NATURAL GAS	50,070	50,000	50,000	50,000
64505 - TELECOMMUNICATIONS	278	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	11,014	12,000	12,000	12,000
65005 - AGRI/BOTANICAL SUPPLIES	-	300	300	300
65010 - BOOKS, PUBLICATIONS, MAPS	1,321	2,400	2,400	2,400
65015 - CHEMICALS/ SALT	5,930	6,000	6,000	10,000
65020 - CLOTHING	68,826	50,000	50,000	50,000
65040 - JANITORIAL SUPPLIES	11,298	11,000	11,000	14,400
65050 - BLDG MAINTENANCE MATERIAL	4,883	6,000	6,000	6,000
65070 - OFFICE/OTHER EQT MTN MATL	4,638	4,000	4,000	4,000
65075 - MEDICAL & LAB SUPPLIES	5,356	7,000	7,000	7,000
65085 - MINOR EQUIPMENT & TOOLS	5,217	4,500	4,250	4,500
65090 - SAFETY EQUIPMENT	1,443	2,000	2,000	2,000
65095 - OFFICE SUPPLIES	4,298	7,400	7,400	7,400
65105 - PHOTO/DRAFTING SUPPLIE	777	1,700	1,700	1,700
65125 - OTHER COMMODITIES	5,608	12,100	12,100	12,100
65555 - PERSONAL COMPUTER EQUIPMENT	1,510	-	-	-
65620 - OFFICE MACH. & EQUIP.	-	900	500	900
Miscellaneous	\$ 328,946	\$ 181,090	\$ 105,602	\$ 98,202
62521 - MEDICAL EQ MAINT AGREEMENTS	18,433	31,400	31,400	23,000
62522 - SCBA EQ MAINT AGREEMENTS	5,197	6,000	6,000	6,000
62523 - EXTRICATION EQ MAINT AGREEMNTS	2,739	3,000	3,000	3,000
62605 - OTHER CHARGES	7,969	8,000	8,000	8,000
62670 - SCBA Grant Expense	243,514	-	-	-
62770 - MISCELLANEOUS	9,433	8,202	8,202	8,202
65141 - FITNESS INCENTIVE	41,660	124,488	49,000	50,000
Insurance and Other Chargebacks	\$ 9,008,146	\$ 9,154,493	\$ 9,147,293	\$ 9,195,434
62675 - INTERDEPT TRANSFER PENSIONS	8,205,800	8,344,947	8,344,947	8,344,947
66030 - TRANSFER TO INSURANCE - RISK	802,346	802,346	802,346	850,487
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	7,200	-	-
Capital Outlay	\$ 49,714	\$ 35,000	\$ 35,000	\$ 52,892
65625 - FURNITURE & FIXTURES	49,714	35,000	35,000	52,892
Interfund Transfers	\$ 692,745	\$ 752,926	\$ 752,926	\$ 753,288
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	447,055	457,055	457,055	457,055
62309 - RENTAL OF AUTO REPLACEMENT	239,645	289,645	289,645	289,645
66025 - TRANSFER TO DEBT SERVICE - ERI	6,045	6,226	6,226	6,588
Grand Total	\$ 24,355,551	\$ 23,934,390	\$ 24,858,267	\$ 24,379,850



2019 ADOPTED BUDGET - GENERAL FUND

Health & Human Services Department

The [Health and Human Services 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 instrumental in improving and supporting the health and well-being of Evanston. We serve intentionally in partnership with residents and community stakeholders. The Health and Human Services 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, and government all play a role in influencing and determining overall health. It is the Department's goal that by 2021, the people of Evanston will experience significant gains in health and well-being. This will be achieved as our community works collectively to make the shift from a costly, crisis-oriented response to health and social problems to one that focuses on prevention, embraces recovery, and eliminates inequities.

Building Equity in Our Community:

- Removing barriers, such as access to affordable, healthy foods; which limit the ability of some communities and residents to fulfill their full potential.
- Implementing an equitable and social justice agenda so a person's race or neighborhood does not determine how healthy they are or how long they live.

Working in the new ways:

- Moving our services from silos that are difficult for people to navigate to a coordinated approach that is more efficient for us and more convenient for residents.
- Providing only the services that people need, and only when they need them.

Investing in what works:

- Prevention is the most effective, least expensive way to avoid costly negative outcomes such as chronic disease, domestic violence, mental illness, and homelessness.
- Embracing innovative strategies and partnerships, leveraging grants that allow communities to take a leadership role and address the specific needs of neighborhoods.
- Using data-informed approaches to ensure we are using the best evidence to get the outcomes we want.
- 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 and Human Services Department is an active force in supporting the health and well-being of Evanston's residents. The Health and Human Services Department is responsible for operating programs that prevent infectious and chronic diseases, promote food safety, advocate for transformative policy development, and assure quality health care improving life expectancy for all. We partner with our community stakeholders to build a culture of health, enabling all in our diverse society to lead healthier lives now and for generations to come.



2019 ADOPTED BUDGET - GENERAL FUND

Health & Human Services Department

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenues				
2407 HEALTH SERVICES ADMIN	1,676	5,000	2,000	5,000
2435 FOOD AND ENVIRONMENTAL HEALTH	994,159	960,650	1,037,723	1,028,853
2440 VITAL RECORDS	137,294	146,300	138,000	130,300
2455 COMMUNITY HEALTH	24,935	31,000	33,500	31,000
Grand Total	\$ 1,158,064	\$ 1,142,950	\$ 1,211,223	\$ 1,195,153

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Expenses				
2407 HEALTH SERVICES ADMIN	323,126	283,166	283,570	386,278
2435 FOOD AND ENVIRONMENTAL HEALTH	1,541,998	1,691,549	1,535,088	1,586,170
2440 VITAL RECORDS	102,263	100,500	84,520	20,226
2445 HUMAN SERVICES	-	-	177,327	163,381
2455 COMMUNITY HEALTH	244,795	595,324	291,628	158,243
2460 COMMUNITY PURCHASED SERVICES	859,153	1,026,990	996,308	876,308
Grand Total	\$ 3,071,334	\$ 3,697,529	\$ 3,368,441	\$ 3,190,606

Department Goal	Department Initiative
Mental Health Status Improvement	<ul style="list-style-type: none"> • Reduce the proportion of persons who experience major depressive episodes. • Decrease the percent of adolescents aged 12 to 17 years who experience a major depressive episode from 8.3% in 2008 to 7.5% in 2020
Mental Health Treatment Expansion	<ul style="list-style-type: none"> • Increase the percent of primary care facilities providing mental health treatment from 79% in 2006 to 87% in 2020
Key areas of Focus in addition to those that support Healthy People 2020	<ul style="list-style-type: none"> • Reducing Prevalence of Hoarding • Improving access to housing for the mentally ill • Maintaining and raising awareness of compendium of mental health resources both online and print • Utilizing mental health first aid trainings in schools and community-based organizations



2019 ADOPTED BUDGET - GENERAL FUND

Health & Human Services Department

<p>Nutrition, Physical Activity, Obesity and Food Safety have been classified by the CDC as “Winnable Battles.”</p>	<ul style="list-style-type: none"> • Improve health, fitness, and quality of life through daily physical activity. • Reduce the percent of adults engaged in no leisure time by 10%, from 36.2% in 2008 to 32.6% in 2020.
<p>Nutrition and Weight Status</p>	<ul style="list-style-type: none"> • Promote health and reduce chronic disease risk through the consumption of healthful diets and achievement and maintenance of healthy body weights. • Increase the percent of persons aged 20 years and over were at a healthy weight in 2005–08 by 10% to 33.9% compared to the current rate of 30.8%.
<p>Violence Prevention</p>	<ul style="list-style-type: none"> • Reduce Physical Assaults • Decrease the number of physical assaults per 1,000 populations among ages 12 and older from 21.3 in 2008 to 19.2 in 2020. • Reduce Homicides • Decrease the number of homicides per 100,000 populations from 6.1 in 2007 to 5.5 in 2020. • Reduce Children’s exposure to Violence • Decrease the percent of children who were exposed to any form of violence, crime, and abuse from 58.9% in 2008 to 53% in 2020. • Identify violence hotspots and establish baseline data in collaboration the Evanston Police Department. • Create a tool to screen for early violence exposure and establish baseline information for youth exposure to violence and trauma. • Host 5 town hall meetings in the community (1 per year) as a venue for community members and leaders to come together to express the rejection of violent behaviors and norms, as well as share evidence-based solutions for violence prevention.



2019 ADOPTED BUDGET - GENERAL FUND

Health & Human Services Department

2018 Accomplishments

- Advanced Health Equity by engaging new allies in the Health Equity Movement through policy, systems and environmental change.
 - Partnered with NorthShore-Evanston, Presence -St. Francis, and United Power for Action and Justice, a non-partisan community organization composed of 40 religious congregations, not-for-profit groups, hospitals, health centers and civic organizations from across Cook County.
- Partnered with Presence St. Francis Hospital to offer quarterly Mental Health First Aid training available to all City staff. A total of 5 Mental Health First Aid trainings were offered in 2018.
- Health and Human Services is in the process of re-establishing the Hoarding Task force in partnership with The Council for Jewish Elderly Incorporated, (CJE).
- Women Out Walking which expanded to We're Out Walking continued to include women, children and men of all ages.
- Integration of the Victim Services Program (Social Services of the Police Department) into the Division of Human Services, establishing a response to trauma by instituting a Trauma Informed Approach for violence interruption and response.
- Expanded the Rethink Your Drink Campaign by conducting the “Sugar Show” to all City staff. April was deemed “Sugar Month” with educational activities offered in collaboration with the City’s Wellness Committee for employees at various City buildings and a low sugar challenge for employees to complete the month. Sugar Show kits have been provided to Erie Family Health Center for patient education. The Sugar Show is also incorporated into all District 65 Physical Education classes each year. An additional Sugar Show presentation was completed at the YMCA’s Healthy Kids Day and for the Head Start Parents’ Group.
- Staff received training and has performed inspections which are U.S Food and Drug Administration Code based at Evanston food establishments.

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
Number of licensed food establishments	465	441	450
Number of foodborne illness investigations performed	28	25	25
Total number of food inspections performed	1,251	1,260	1,270
Temporary food inspections performed	746	775	775
Food complaints evaluated / inspected	58	60	60
Food establishment plans reviewed	24	35	35
Rat and Rodent complaints investigated	747	600	550
Number of Communicable Disease Investigations	802	800	820
American Smoke-Out participants	147	188	300
Tobacco Education and Outreach	3 events	3 events	3 events



2019 ADOPTED BUDGET - GENERAL FUND

Health & Human Services Department

Environmental Scans of Tobacco Retailers	34	33	33
Grants administered	14	14	14
Dwelling Units Inspected	2471	2500	2500
Occupants Affected by Rooming House Inspections	7030	6846	6850
Get Yourself Tested Participants at ETHS	70	68	75
Number of Women Out Walking Participants	393	436	600
Vacant Building Determinations	37	35	35

2019 Initiatives

1. Increase awareness of lead poisoning in children geared towards education, prevention, lead hazard mitigation and provision of resources. Staff will conduct 2 seminars for residents, landlords and community members in 2019.
2. Partner with Community Action Advocates to increase visibility of social services support to vulnerable populations.
3. Implement rental registration software for rental properties and inspections in the City.
4. The Evanston Health and Human Services Department has engaged the IT Division to help direct a transition from the State Code to the Federal Code for electronic inspections and reporting.
5. Create a clearinghouse of data to better measure health equity achievements.
6. Create a community cohort of Seeking Educational Equity and Diversity (SEED) members.

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 1,858,640	\$ 2,170,868	\$ 1,854,200	\$ 1,733,204
61010 - REGULAR PAY	1,301,872	1,588,910	1,348,708	1,294,432
61050 - PERMANENT PART-TIME	3,921	-	9,554	-
61055 - TEMPORARY EMPLOYEES	36,820	-	12,641	-
61110 - OVERTIME PAY	7,567	13,506	10,799	10,506
61415 - TERMINATION PAYOUTS	35,467	-	19,402	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,343	-	609	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	525	-	-	-
61510 - HEALTH INSURANCE	228,046	252,351	195,239	215,091
61610 - DENTAL INSURANCE	113	-	25	-
61615 - LIFE INSURANCE	428	1,464	1,049	944
61625 - AUTO ALLOWANCE	4,980	4,980	3,735	2,800
61626 - CELL PHONE ALLOWANCE	3,088	3,144	2,202	1,584
61630 - SHOE ALLOWANCE	1,085	1,085	930	930
61710 - IMRF	131,066	165,585	134,101	94,673
61725 - SOCIAL SECURITY	82,537	112,804	93,368	92,437
61730 - MEDICARE	19,783	27,039	21,838	19,807
Services and Supplies	\$ 112,533	\$ 161,615	\$ 169,691	\$ 240,551
61060 - SEASONAL EMPLOYEES	50,388	58,650	70,875	70,875
62210 - PRINTING	8,857	4,765	7,277	7,306
62235 - OFFICE EQUIPMENT MAINT	-	150	150	150
62275 - POSTAGE CHARGEBACKS	-	5,000	4,000	4,000
62295 - TRAINING & TRAVEL	7,576	6,600	6,600	6,270
62345 - COURT COST/LITIGATION	240	1,000	2,000	2,000
62360 - MEMBERSHIP DUES	3,840	4,400	5,584	5,400
62371 - WOMEN OUT WALKING EXPENSE	6,769	5,000	5,000	5,000
62380 - COPY MACHINE CHARGES	-	2,049	1,049	1,049
62494 - HOME DAY CARE LICENSE EXPENDITURES	889	-	165	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	-	-	75,000
62645 - DIGITAL ARCHIVING	-	2,500	2,500	2,500
62705 - BANK SERVICE CHARGES	3,000	-	1,722	-
64540 - TELECOMMUNICATIONS - WIRELESS	4,440	4,851	4,851	4,851
65010 - BOOKS, PUBLICATIONS, MAPS	210	-	-	-
65020 - CLOTHING	-	-	1,284	-
65025 - FOOD	470	400	884	400
65045 - LICENSING/REGULATORY SUPP	-	500	500	500
65075 - MEDICAL & LAB SUPPLIES	1,051	417	417	417
65085 - MINOR EQUIPMENT & TOOLS	-	600	600	600
65095 - OFFICE SUPPLIES	2,224	27,533	18,033	18,033
65125 - OTHER COMMODITIES	-	200	200	200
65127 - LEADPAINT HAZARD GRANT EXPENSE	22,580	35,000	35,000	35,000
65620 - OFFICE MACH. & EQUIP.	-	2,000	1,000	1,000
Miscellaneous	\$ 168,367	\$ 417,468	\$ 431,254	\$ 300,668
62468 - IL TOBACCO FREE COMM EXP	-	7,300	7,300	7,300
62469 - IL VACANT PROPERTY EXP	5,760	35,000	35,000	35,000
62471 - VECTOR SURVEILLANCE EXP	2,163	20,500	20,500	20,500
62472 - BEACH WATER TESTING EXP	1,206	10,000	10,000	10,000
62474 - HEALTH PROTECTION EXP	11,878	31,227	31,227	31,227
62476 - CRI GRANT -EXPENSE (HHS)	4,051	5,500	5,500	5,500
62477 - PHEP GRANT-EXPENSE	13,295	17,500	17,500	17,500
62490 - OTHER PROGRAM COSTS	32,197	197,641	196,951	75,641
62493 - PROPERTY CLEAN UP EXPENSE	11,570	20,000	20,000	20,000
62605 - OTHER CHARGES	34,839	22,800	37,000	78,000
62646 - IL HIV SURVEILLANCE	1,409	-	276	-
62647 - Cradle to Career Programming	50,000	50,000	50,000	-
Insurance and Other Chargebacks	\$ 5,919	\$ 9,519	\$ 5,919	\$ 6,274
66030 - TRANSFER TO INSURANCE - RISK	5,919	5,919	5,919	6,274
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	3,600	-	-
Interfund Transfers	\$ 925,875	\$ 938,059	\$ 907,377	\$ 909,909
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	17,821	25,827	25,827	25,827
62309 - RENTAL OF AUTO REPLACEMENT	6,654	9,565	9,565	9,565
66020 - TRANSFERS TO OTHER FUNDS	859,153	859,153	828,471	-
66025 - TRANSFER TO DEBT SERVICE - ERI	42,247	43,514	43,514	46,046
66132 - TRANSFER TO HEALTH AND HUMAN SERV	-	-	-	828,471
Grand Total	\$ 3,071,334	\$ 3,697,529	\$ 3,368,441	\$ 3,190,606



2019 ADOPTED BUDGET - GENERAL FUND

Parks, Recreation and Community Services Department

The [Parks, Recreation and Community Services Department](#) provides a wide range of services that improve the quality of life of those who live, work or play in Evanston. The department supports the following:

Parks and Recreation

Over 70 parks sites, three recreation centers, sports programs, after school and preschool programs, camps, recreation programs, park and athletic field scheduling, special recreation programs for people with special needs, six beaches/boat ramps and an outdoor farmers' market.

Community Services

Opportunities for youth and young adults through strengthening existing youth services, establishing a network of service partnerships, creating marketable job training and placement and increasing opportunities for social and recreational outlets for disengaged youth.

Also includes Senior Services: Operate the Levy Senior Center, Ombudsman program, as well as providing various programs and services for the growing senior population.

Cultural Arts

World Arts and Music Festival, camps, arts programs, free Starlight Concert Series and Starlight Movie Series, and Fleetwood-Jourdain Theater.

Ecology

Natural history and environmental programs, camps, community gardens, fishing and canoeing instruction, apiary and pollinator gardens.

Special Events

Coordination of Citywide Special Events including Marshmallow Drop, World Arts and Music Festival, Streets Alive, Concerts, Movies in the Park and Community Picnic (sponsored by the City and other groups).



2019 ADOPTED BUDGET - GENERAL FUND

Parks, Recreation and Community Services Department

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenues				
3005 REC. MGMT. & GENERAL SUPPORT	40,392	35,500	35,500	35,500
3010 REC. BUSINESS & FISCAL MGMT	174	-	-	-
3020 REC GENERAL SUPPORT	82,854	97,250	103,500	97,250
3030 CROWN COMMUNITY CENTER	704,153	501,500	490,000	501,500
3035 CHANDLER COMMUNITY CENTER	651,883	700,500	700,500	700,500
3040 FLEETWOOD JOURDAIN COM CT	231,274	299,500	303,000	303,000
3045 FLEETWOOD/JOURDAIN THEATR	28,827	15,900	30,500	15,900
3050 RECREATION OUTREACH PROGRAM	177,871	145,000	145,000	155,000
3055 LEVY CENTER SENIOR SERVICES	753,399	738,000	733,000	743,000
3065 BOAT RAMP-CHURCH ST	78,097	91,000	30,000	50,000
3075 BOAT STORAGE FACILITIES	123,228	127,000	120,100	132,500
3080 BEACHES	856,668	795,000	875,000	795,000
3081 POOCH PARK	22,880	21,500	25,000	21,500
3095 CROWN ICE RINK	1,021,401	1,149,750	1,152,000	1,149,750
3100 SPORTS LEAGUES	20,075	81,300	88,300	81,300
3105 AQUATIC CAMP	251,589	250,000	250,000	250,000
3130 SPECIAL RECREATION	64,142	85,000	135,000	135,000
3135 SUMMER PLAYGROUNDS	945	-	-	-
3215 YOUTH ENGAGEMENT DIVISION	74,935	65,000	57,000	-
3225 GIBBS-MORRISON CULTURAL CENTER	39,535	55,000	26,301	55,000
3605 ECOLOGY CENTER	155,409	-	127,000	330,000
3610 ECO-QUEST DAY CAMP	193,584	400,000	210,000	-
3710 NOYES CULTURAL ARTS CENTER	363,382	372,917	359,417	400,000
3720 CULTURAL ARTS PROGRAMS	265,158	340,000	284,000	266,159
Grand Total	\$ 6,201,855	\$ 6,366,617	\$ 6,280,118	\$ 6,217,859



2019 ADOPTED BUDGET - GENERAL FUND

Parks, Recreation and Community Services Department

Expenses	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
3005 REC. MGMT. & GENERAL SUPPORT	413,797	440,096	570,294	627,958
3010 REC. BUSINESS & FISCAL MGMT	394,159	284,616	301,665	302,504
3020 REC GENERAL SUPPORT	976,377	980,560	1,017,068	891,461
3025 PARK UTILITIES	83,308	82,750	91,250	92,750
3030 CROWN COMMUNITY CENTER	1,035,097	925,068	986,986	928,718
3035 CHANDLER COMMUNITY CENTER	882,477	722,871	781,890	805,184
3040 FLEETWOOD JOURDAIN COM CT	915,805	910,042	1,003,620	927,824
3045 FLEETWOOD/JOURDAIN THEATR	136,131	157,244	157,019	150,134
3050 RECREATION OUTREACH PROGRAM	274,546	300,828	324,628	261,466
3055 LEVY CENTER SENIOR SERVICES	1,615,110	1,536,012	1,537,229	1,511,858
3065 BOAT RAMP-CHURCH ST	48,087	61,000	63,860	62,783
3075 BOAT STORAGE FACILITIES	12,803	11,450	14,050	12,191
3080 BEACHES	697,535	618,083	657,237	698,735
3095 CROWN ICE RINK	1,460,470	1,207,028	1,428,981	1,235,593
3100 SPORTS LEAGUES	77,906	79,287	73,157	84,784
3105 AQUATIC CAMP	124,638	104,250	124,950	128,750
3110 TENNIS	21,275	-	28,324	-
3130 SPECIAL RECREATION	437,472	324,037	545,388	504,072
3140 BUS PROGRAM	65,153	112,059	94,794	91,838
3150 PARK SERVICE UNIT	122,310	112,186	124,590	111,153
3215 YOUTH ENGAGEMENT DIVISION	1,342,240	1,560,444	1,524,273	1,457,568
3225 GIBBS-MORRISON CULTURAL CENTER	146,251	222,189	211,052	237,832
3605 ECOLOGY CENTER	388,176	409,576	390,684	544,338
3610 ECO-QUEST DAY CAMP	119,543	116,080	121,419	-
3700 NOYES CULTURAL ARTS CTR	294	-	-	-
3708 ARTS COUNCIL BOARD	-	-	8,750	-
3710 NOYES CULTURAL ARTS CENTER	202,668	219,630	242,796	274,590
3720 CULTURAL ARTS PROGRAMS	479,322	458,426	419,893	353,425
3729 NCAP-LAKESHORE FESTIVAL	25	-	-	-
3806 CIVIC CENTER SERVICES	6,463	-	9,000	-
Grand Total	\$ 12,479,438	\$ 11,955,812	\$ 12,854,847	\$ 12,297,509

City Council Goal Performance

City Council Goal	Department Initiative
Invest in City infrastructure and facilities	Noyes Cultural Arts Center is undergoing renovations to provide an updated space due to deterioration of the facility for artists in residence and community members to enjoy and create.
Invest in City infrastructure and facilities	A new Robert Crown Community Center is currently under construction as the current facility is deteriorating.
Ensure Equity in all city operations	The City will partner with D 65 to provide a scholarship qualification letter to eligible individuals receiving free and reduced lunch. The letter will provide easy access to scholarship approval for city recreation programs
Ensure Equity in all city operations	In response to community demand for beach access, free beach tokens or 10-punch passes will be provide to individuals and social service agencies, who qualify under the Parks, Recreation and Community Services fee assistance program



2019 ADOPTED BUDGET - GENERAL FUND

Parks, Recreation and Community Services Department

2019 Initiatives

- Continue to assess current programs at all facilities to provide specificity in determining the effectiveness of programs and develop a recreation program plan which will guide direction for current and future programs.
- Finalize implementation of the restructuring of Special Recreation programs by summer 2019. The proposed changes are being introduced to better meet the needs and interests of a wider variety of participants. Programs will include a mix of leisure, trips/outings and athletic activities.
- By summer 2019, staff will implement an online reservation system for reserving picnic and park sites.
- Engage Latino families in recreational programming by offering a special event in fall 2019 that has a theme based on the Latino culture.
- Increasing the number of evening programs for those 55+ in the evenings at the Levy Center.
- Finalize programming plans for the new Robert Crown Center by fall 2019.
- Partnering with SASI to provide technology based programs at the Levy Center and in the community for those 55+.
- Partner with Canal Shores Golf Course and E-Town Tennis to offer a combined golf/tennis camp.
- Provide pickleball at Chandler-Newberger due to high community demand.
- Assess operations of all 2018 summer camps and develop a plan for summer 2019 and all future camp sessions.
- Partner with local sororities to increase participation in the Women's Day Luncheon.
- Continue to facilitate Restorative Justice Training with individuals, groups, and agencies within the community.
- Continue to provide alternatives to juvenile arrest in the form of Restorative Justice Circles, Family Counseling and Community Service engagement.
- Partner with Evanston Township High School and the Youth Job Center of Evanston to host the 2018 Mayor's Summer Youth Employment Program Annual Job Fair for 14 to 18 year olds. Host young adult 18 to 25 year old job fair with the Youth Job Center of Evanston.
- Secure corporate and business sponsorship for the MSYEP Annual Job Fair by March 2019.
- Support Mayor's Employer Advisory Council Initiative and Coordinate with ETHS, YJC and local partner businesses to educate and direct youth and young adults to alternative career opportunities.
- Implement Kingian Nonviolence Training Program for ETHS students at ETHS.
- Establish data sharing with District's 65 and 202 to support homeless youth and young adults with housing and safety plans.
- Work with ETHS and IL Secretary of State to implement Illinois Identification Card Program at ETHS.
- Coordinate with District's 65 and 202, local health providers and the City of Evanston Health and Human Services Department to support local youth and young adult health initiatives.
- Coordinate with local housing agencies to facilitate transitional housing for homeless youth and young adults.
- Develop and promote environmental preschool outreach programs.



2019 ADOPTED BUDGET - GENERAL FUND

Parks, Recreation and Community Services Department

- Increase urban agriculture educational program offerings in the Farmette.
- Increase maker/creative arts and crafts options at city events.
- Partner with local arts organizations to expand creative activities for aging populations.
- Partner with local organizations to pilot an affordable no-cut teen theatre project to replace need from Brillianteen.
- Introduce first adult Co-ed Flag Football league for the summer of 2019 at Foster Field.
- Partner with the Chessman Club to deepen our artistic impact on teens and young adults in the community

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
Beach token sales to Evanston residents	19,503	19,874	19,900
Beach token donation fund	10,044	11,043	11,000
Free beach access (funds not collected)	25,818	70,564	70,000
Number of vendors at the Farmers' Market	56	58	58
Number of staff trained and certified in CPR/AED	60	75	75
Total participants in all Special Recreation programs	719	725	735
Social Media account likes and followers (Facebook, Twitter, Instagram)	9,576	10,430	10,600
Scholarships granted (funds not collected)	201,731	220,000	220,000
Subsidized ice rink time (funds not collected)	23,500	25,600	28,000
Number of meals served (Summer Food program)	38,400	42,872	40,000
Number of meals served senior congregate lunch program	5758	5750	5800
Special Event Permits Issued (City & Private Events)	104	110	110
Total number of camp program registrations	5354	5370	5400
Number of Youth hired for Mayor's Summer Youth Employment Program	550	550	550

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 7,307,863	\$ 6,557,841	\$ 7,362,772	\$ 6,692,556
61010 - REGULAR PAY	3,569,441	3,390,037	3,436,417	3,569,467
61011 - RECREATION INSTRUCTORS REG PAY	477,258	415,308	490,965	415,308
61013 - PROGRAM ASSISTANTS	293,717	270,074	304,133	227,099
61050 - PERMANENT PART-TIME	1,032,822	969,968	1,115,567	992,343
61062 - SPECIAL EVENT PAY	1,780	2,000	2,000	2,000
61110 - OVERTIME PAY	104,360	46,725	103,361	95,725
61415 - TERMINATION PAYOUTS	37,877	-	63,827	-
61420 - ANNUAL SICK LEAVE PAYOUT	11,861	-	2,243	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	5,944	-	-	-
61510 - HEALTH INSURANCE	754,591	643,649	681,961	674,172
61610 - DENTAL INSURANCE	326	-	22	-
61615 - LIFE INSURANCE	1,502	3,535	3,324	3,345
61625 - AUTO ALLOWANCE	18,967	19,045	17,689	11,734
61626 - CELL PHONE ALLOWANCE	15,296	15,745	15,185	11,305
61630 - SHOE ALLOWANCE	5,270	4,960	5,425	4,960
61710 - IMRF	426,167	410,279	420,275	267,353
61725 - SOCIAL SECURITY	445,815	296,301	575,309	337,692
61730 - MEDICARE	104,869	70,215	125,069	80,053
Services and Supplies	\$ 4,175,859	\$ 4,291,484	\$ 4,420,220	\$ 4,405,500
61060 - SEASONAL EMPLOYEES	1,822,637	1,900,775	1,992,998	2,066,209
62205 - ADVERTISING	8,224	51,516	40,300	38,516
62210 - PRINTING	32,773	91,125	56,900	53,600
62215 - PHOTOGRAPHERS/BLUEPRINTS	-	600	600	-
62225 - BLDG MAINTENANCE SERVICES	12,971	8,383	13,217	8,383
62235 - OFFICE EQUIPMENT MAINT	265	3,183	3,183	3,183
62245 - OTHER EQMT MAINTENANCE	32,135	31,766	50,500	31,766
62275 - POSTAGE CHARGEBACKS	-	14,148	12,748	11,299
62295 - TRAINING & TRAVEL	28,525	28,327	29,627	27,000
62315 - POSTAGE	35	24,533	24,533	21,183
62360 - MEMBERSHIP DUES	14,948	11,783	18,933	18,783
62365 - RECEPTION/ENTERTAINMEN	-	483	483	483
62375 - RENTALS	11,752	6,400	7,180	6,400
62380 - COPY MACHINE CHARGES	-	19,120	19,120	19,120
62425 - ELEVATOR CONTRACT COSTS	-	2,660	2,660	2,660
62495 - LICENSED PEST CONTROL SERVICES	7,634	5,958	6,908	6,908
62500 - TECHNICAL INFORMATION SERVICES	7,800	16,800	16,800	16,800
62505 - INSTRUCTOR SERVICES	218,530	231,975	246,130	231,975
62506 - WORK- STUDY	10,254	15,666	15,666	20,666
62507 - FIELD TRIPS	124,305	131,546	134,246	154,546
62508 - SPORTS OFFICIALS	13,435	21,400	21,400	21,400
62509 - SERVICE AGREEMENTS/ CONTRACTS	27,069	20,078	22,772	16,757
62511 - ENTERTAIN/PERFORMER SERV	58,064	74,550	62,825	41,550
62513 - COMMUNITY PICNIC-SPECIAL EVENTS	12,832	8,000	8,000	8,000
62515 - RENTAL SERVICES	16,009	30,180	35,237	24,500
62518 - SECURITY ALARM CONTRACTS	2,714	3,841	1,856	1,100
62520 - OTHER CONTRACTUAL SERVICES	144	-	-	-
62525 - CONTRACTUAL SERVICES CHARGEBACK	675	-	1,303	-
62695 - COUPON PMTS-CAB SUBSIDY	322,351	235,000	235,000	235,000
62705 - BANK SERVICE CHARGES	76,750	75,000	75,000	75,000
62996 - Holiday Food Drive Expenses	7,818	10,000	10,000	10,000
64005 - ELECTRICITY	411,510	362,362	370,862	372,362
64015 - NATURAL GAS	95,635	133,159	142,160	132,493
64530 - TELECOMMUNICATIONS - HANDHELD EQUIPMENT	-	83	83	83
64540 - TELECOMMUNICATIONS - WIRELESS	8,928	10,655	14,812	13,295
65005 - AGRI/BOTANICAL SUPPLIES	1,145	2,633	1,200	1,233
65010 - BOOKS, PUBLICATIONS, MAPS	-	566	566	566
65020 - CLOTHING	22,788	26,175	24,361	28,826
65025 - FOOD	291,141	257,413	267,558	257,413
65040 - JANITORIAL SUPPLIES	43,643	43,465	47,965	43,465
65045 - LICENSING/REGULATORY SUPP	12,351	9,100	12,100	9,100
65050 - BLDG MAINTENANCE MATERIAL	64,753	58,996	60,196	58,996
65055 - MATER. TO MAINT. IMP.	2,306	3,582	3,582	3,582
65070 - OFFICE/OTHER EQT MTN MATL	13,882	14,848	14,848	14,848
65075 - MEDICAL & LAB SUPPLIES	841	1,583	1,983	1,583
65085 - MINOR EQUIPMENT & TOOLS	1,660	6,050	5,550	6,050
65090 - SAFETY EQUIPMENT	1,402	3,200	3,568	3,200

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
65095 - OFFICE SUPPLIES	21,491	29,405	20,550	29,405
65105 - PHOTO/DRAFTING SUPPLIE	-	200	200	200
65110 - RECREATION SUPPLIES	303,744	245,363	249,235	248,163
65125 - OTHER COMMODITIES	7,990	7,850	12,716	7,850
Miscellaneous	\$ 253,193	\$ 388,427	\$ 324,642	\$ 423,927
62490 - OTHER PROGRAM COSTS	250,681	385,343	319,958	370,843
62560 - TELEPHONE TELEGR CHBK	-	84	84	84
62647 - Cradle to Career Programming	-	-	-	50,000
66461 - Aging Well Conference Expenses	2,512	3,000	4,600	3,000
Insurance and Other Chargebacks	\$ 409,821	\$ 413,421	\$ 409,821	\$ 434,410
66030 - TRANSFER TO INSURANCE - RISK	409,821	409,821	409,821	434,410
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	3,600	-	-
Capital Outlay	\$ 49,838	\$ 20,000	\$ 52,000	\$ 50,000
62251 - CROWN CENTER SYSTEMS REPAIR	46,019	20,000	52,000	20,000
65510 - BUILDINGS	40	-	-	-
65515 - OTHER IMPROVEMENTS	-	-	-	30,000
65625 - FURNITURE & FIXTURES	3,779	-	-	-
Community Sponsored Organizations	\$ 1,470	\$ -	\$ 752	\$ -
63095 - HANDYMAN PROGRAM	1,470	-	752	-
Interfund Transfers	\$ 281,395	\$ 284,639	\$ 284,640	\$ 291,116
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	107,312	107,312	107,312	107,312
62309 - RENTAL OF AUTO REPLACEMENT	66,003	66,003	66,003	66,003
66025 - TRANSFER TO DEBT SERVICE - ERI	108,080	111,324	111,325	117,801
Grand Total	\$ 12,479,438	\$ 11,955,812	\$ 12,854,847	\$ 12,297,509



2019 ADOPTED BUDGET - GENERAL FUND

Public Works Agency

The [Public Works Agency](#) consists of three individual Bureaus: Water Production, Capital Planning & Engineering and Public Services. Each of these Bureaus has multiple functions. Employees in the Agency are funded by the General Fund, Solid Waste Fund, Parking Fund, Sewer Fund, Water Fund, Capital Improvement Fund and the Special Assessment Fund.

The Water Production Bureau oversees the operation and maintenance of the water treatment plant, the Evanston distribution system and the Evanston sewer system. Potable water is provided to the retail customers in Evanston, as well as to three wholesale water customers: the Village of Skokie, the Northwest Water Commission (Arlington Heights, Buffalo Grove, Palatine, Wheeling, and Des Plaines), and the Morton Grove Niles Water Commission. A new water supply agreement has been executed with the Village of Lincolnwood. Water delivery to Lincolnwood is anticipated in the 4th quarter of 2019. The Distribution Division performs maintenance on the water distribution system including water mains, water services, fire hydrants, and valves. The Sewer Division performs maintenance on the City's sewer system including the cleaning and repair of sewer pipes, manholes and drainage structures.

The Capital Planning & Engineering Bureau is responsible for implementing the citywide capital improvement program. This includes the planning, design and construction of projects to rehabilitate or otherwise improve physical city assets, including (but not limited to) streets, water main, sewer, bridges, sidewalks, facilities, parks, and the water treatment plant.

The Public Services Bureau consists of five Divisions. The Greenways Division maintains the landscapes at all City owned facilities, parks and athletic fields. The Forestry Division maintains the City's urban forest including the trimming of trees, inoculating elm trees, removal of diseased / dying trees and planting of new trees. The Recycling and Environmental Service Division collects and disposes of recycling materials and bulk materials (special pickups), performs maintenance in smaller business districts and performs street sweeping throughout the City. The Traffic Division performs maintenance on all City traffic signs, traffic signals, street lights and parking lot lights. The Street Division is responsible for the patching of the paved streets and alleys, grading of unimproved alleys, leaf collection and leads the snow removal effort.

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Revenues				
4105 PUBLIC WORKS AGENCY ADMIN	871,929	1,000,100	856,890	626,200
4520 TRAF. SIG. & ST LIGHT MAINT	-	-	14,000	14,000
Grand Total	\$ 871,929	\$ 1,000,100	\$ 870,890	\$ 640,200



2019 ADOPTED BUDGET - GENERAL FUND

Public Works Agency

Expenses	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
4105 PUBLIC WORKS AGENCY ADMIN	2,704,525	3,585,536	3,594,198	3,567,162
4300 ENVIRONMENTAL SERVICES	210,562	233,967	160,276	157,543
4310 RECYCLING AND ENVIRONMENTAL MAIN	1,453,629	1,113,648	1,267,334	692,777
4320 FORESTRY	2,652,748	2,273,218	2,136,646	2,174,747
4330 GREENWAYS	1,839,818	2,013,455	1,800,418	1,865,909
4400 CAPITAL PLANNING & ENGINEERING	145,885	91,833	98,408	79,973
4410 STREETS AND RIGHT OF WAY	548,256	461,777	139,471	203,907
4420 TRANSPORTATION	214,390	216,013	221,293	216,839
4430 PARKS AND FACILITIES	363,165	314,658	63,723	62,389
4500 INFRASTRUCTURE MAINTENANCE	219,481	222,301	170,617	152,681
4510 STREET MAINTENANCE	1,964,281	1,830,599	1,715,298	1,625,188
4520 TRAF. SIG.& ST LIGHT MAINT	1,223,539	1,288,906	1,388,073	1,309,234
4530 SEWER MAINTENANCE	12,855	-	3,600	-
4540 DISTRIBUTION MAINTENANCE	(331)	-	-	-
4550 MAINT-SNOW & ICE	430,511	961,445	1,169,467	1,123,950
Grand Total	\$ 13,983,314	\$ 14,607,356	\$ 13,928,822	\$ 13,232,299

City Council Goal Performance

City Council Goal	Department Initiative
Invest in City Infrastructure and Facilities	Completed the design and installation of the MGNWC meter vault
Invest in City Infrastructure and Facilities	Completed the concept planning of the Howard Streetscape Improvements project. Design will be ongoing in 2019.
Invest in City Infrastructure and Facilities	Completed the Sheridan Road / Chicago Avenue Improvement Project.
Invest in City Infrastructure and Facilities	Constructed the HVAC / Electrical Improvements at the Fleetwood Jourdain Community Center.
Invest in City Infrastructure and Facilities	Completed the MFT Street Resurfacing Project
Invest in City Infrastructure and Facilities	Completed the Street Patching, Crack Sealing and Pavement Marking Programs

2019 Initiatives

- Complete design and installation of the piping and meter vault for delivery of water to Lincolnwood.
- Begin construction on the Central Street Bridge Replacement Project.
- Begin construction of the Main Street Improvements between McDaniel and Hartrey Avenues.
- Begin construction of the clearwell replacement at the water treatment plant.
- Complete the construction of the new Robert Crown Community Center, Library and Ice Complex building.
- MFT street resurfacing program.
- Complete the citywide patching of streets and perform crack sealing maintenance



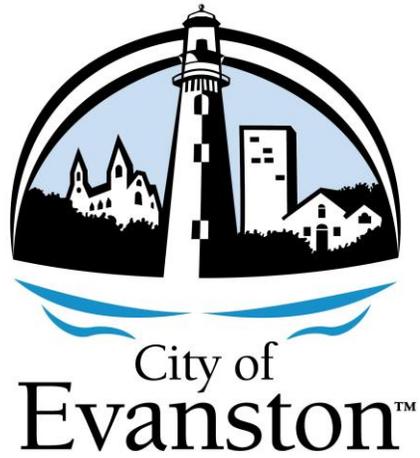
2019 ADOPTED BUDGET - GENERAL FUND

Public Works Agency

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
In-house design of CIP infrastructure projects	25	29	25
Miles of streets resurfaced – primary routes	1.7	1.4	0.4
Miles of streets resurfaced – residential streets	1.9	0.9	1.5
Total number of unimproved alleys cutout and refreshed with new material	21	18	20
Square yards of streets asphalt patched - contractor	26739	27212	27000
Tons of salt used/season	3690	6793	6500
Mowing rotation in days	4.5	4.5	4.5
Parkway trees trimmed by City crews	3340	3500	5000
Total number of parkway elm removed due to DED	12	10	10
Percentage of parkway elms actually removed	0.46%	0.39%	0.40%
Total number of other trees removed	560	550	500
Total number of new park and parkway trees planted	685	800	700
Elm trees covered under private insurance program	317	293	300
Percentage of trees that are removed by the City and replaced within one year (data source: Division tracking)	20%	30%	35%

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
Salary and Benefits	\$ 8,941,308	\$ 8,822,888	\$ 8,204,495	\$ 7,837,064
61010 - REGULAR PAY	6,074,811	5,711,237	5,227,969	5,325,653
61050 - PERMANENT PART-TIME	20,444	31,025	20,931	-
61072 - JOB TRAINING PROGRAM	11,892	-	3,000	-
61110 - OVERTIME PAY	140,778	343,057	345,657	343,057
61114 - SNOW OT	175,233	325,000	400,000	325,000
61415 - TERMINATION PAYOUTS	76,381	-	30,577	-
61420 - ANNUAL SICK LEAVE PAYOUT	22,258	-	7,247	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	13,434	-	-	-
61510 - HEALTH INSURANCE	1,245,565	1,265,171	1,088,794	1,059,294
61610 - DENTAL INSURANCE	553	-	50	-
61615 - LIFE INSURANCE	1,960	4,618	3,713	3,431
61625 - AUTO ALLOWANCE	9,690	9,090	4,928	3,779
61626 - CELL PHONE ALLOWANCE	3,080	3,360	672	504
61630 - SHOE ALLOWANCE	19,845	10,773	18,196	18,122
61710 - IMRF	637,595	612,315	563,632	340,606
61725 - SOCIAL SECURITY	394,702	410,279	392,975	337,419
61730 - MEDICARE	93,085	96,963	96,154	80,199
Services and Supplies	\$ 2,317,260	\$ 2,086,414	\$ 2,054,842	\$ 2,247,959
61060 - SEASONAL EMPLOYEES	88,371	85,600	85,220	85,600
62145 - ENGINEERING SERVICES	1,100	-	-	-
62185 - CONSULTING SERVICES	29,831	-	1,000	-
62195 - LANDSCAPE MAINTENANCE SERVICES	129,400	142,000	142,000	142,000
62199 - PARK MNTNCE & FURNITURE RPLCMN	21,641	20,000	20,000	20,000
62210 - PRINTING	16,874	6,750	6,867	6,750
62215 - PHOTOGRAPHERS/BLUEPRINTS	80	-	-	-
62235 - OFFICE EQUIPMENT MAINT	-	2,500	2,500	2,500
62245 - OTHER EQMT MAINTENANCE	-	2,200	2,200	2,200
62275 - POSTAGE CHARGEBACKS	-	2,700	3,280	2,700
62295 - TRAINING & TRAVEL	13,745	21,200	21,200	20,240
62315 - POSTAGE	1,278	1,250	1,270	1,250
62340 - COMPTEER LICENSE & SUPP	2,100	2,100	2,100	2,100
62360 - MEMBERSHIP DUES	3,022	6,760	6,760	6,760
62375 - RENTALS	38,123	51,810	51,810	51,810
62380 - COPY MACHINE CHARGES	-	2,500	-	2,500
62381 - COPY MACHINE LEASES	-	-	2,500	-
62385 - TREE SERVICES	61,443	75,000	75,000	75,000
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	61,006	48,000	48,000	48,000
62451 - TOWING AND BOOTING CONTRACTS	7,230	55,000	55,000	55,000
62496 - DED INOCULATION	38,288	38,000	38,000	38,000
62497 - INOCULATION FUNDING- ANNUAL AMORTIZATION	651,102	250,000	250,000	250,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	123,550	85,000	83,000	85,000
62705 - BANK SERVICE CHARGES	1,068	1,000	1,000	1,000
64005 - ELECTRICITY	13,470	13,000	13,000	13,000
64006 - LIGHTING	89,797	170,000	170,000	170,000
64007 - TRAFFIC LIGHT ELECTRICITY	105,577	75,000	75,000	75,000
64008 - FESTIVAL LIGHTING	4,266	5,000	5,000	5,000
64015 - NATURAL GAS	30,653	40,000	40,000	40,000
64505 - TELECOMMUNICATIONS	7,718	13,000	13,727	13,000
64540 - TELECOMMUNICATIONS - WIRELESS	38,755	22,000	22,000	22,000
64545 - PERSONAL COMPUTER SOFTWARE	10,745	18,500	18,500	18,500
65005 - AGRI/BOTANICAL SUPPLIES	171,060	162,000	135,112	162,000
65010 - BOOKS, PUBLICATIONS, MAPS	877	1,033	1,033	1,033
65015 - CHEMICALS/ SALT	147,242	331,095	331,095	493,600
65020 - CLOTHING	78,601	63,350	63,350	63,350
65025 - FOOD	50	1,350	1,350	1,350
65050 - BLDG MAINTENANCE MATERIAL	849	-	-	-
65055 - MATER. TO MAINT. IMP.	98,948	88,750	76,750	88,750
65070 - OFFICE/OTHER EQT MTN MATL	81,273	72,500	65,117	72,500
65075 - MEDICAL & LAB SUPPLIES	125	500	500	500
65085 - MINOR EQUIPMENT & TOOLS	54,398	25,550	23,235	25,550
65090 - SAFETY EQUIPMENT	23,262	10,850	15,800	10,850
65095 - OFFICE SUPPLIES	4,049	6,516	6,516	6,516

Account Number - Description	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Estimated Amount	FY 2019 Adopted Budget
65105 - PHOTO/DRAFTING SUPPLIE	-	750	750	750
65115 - TRAFFIC CONTROL SUPPLI	64,786	58,000	70,000	58,000
65125 - OTHER COMMODITIES	-	1,300	1,300	1,300
65555 - PERSONAL COMPUTER EQUIPMENT	1,507	5,000	5,000	5,000
65620 - OFFICE MACH. & EQUIP.	-	2,000	2,000	2,000
Insurance and Other Chargebacks	\$ 706,777	\$ 1,106,777	\$ 1,106,777	\$ 1,163,514
66030 - TRANSFER TO INSURANCE - RISK	706,777	1,106,777	1,106,777	1,163,514
Capital Outlay	\$ 19,791	\$ 43,500	\$ 14,931	\$ 43,500
65503 - FURNITURE / FIXTURES / EQUIPMENT	560	-	2,431	-
65515 - OTHER IMPROVEMENTS	5,648	3,000	3,000	3,000
65550 - AUTOMOTIVE EQUIPMENT	-	26,000	-	26,000
65625 - FURNITURE & FIXTURES	13,583	14,500	9,500	14,500
Contingencies	\$ 2,249	\$ 1,000	\$ 1,000	\$ 1,000
68205 - CONTINGENCIES	2,249	1,000	1,000	1,000
Interfund Transfers	\$ 1,995,930	\$ 2,546,777	\$ 2,546,777	\$ 1,939,262
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	486,004	1,031,004	1,031,004	992,779
62309 - RENTAL OF AUTO REPLACEMENT	559,075	609,075	609,075	584,075
66025 - TRANSFER TO DEBT SERVICE - ERI	194,884	200,731	200,731	212,408
69520 - TRANSFER TO SOLID WASTE	755,967	705,967	705,967	150,000
Grand Total	\$ 13,983,314	\$ 14,607,356	\$ 13,928,822	\$ 13,232,299



PART IV

OTHER FUNDS



2019 ADOPTED BUDGET - OTHER FUNDS

#175 – General Assistance

Fund Description

The General Assistance Program is mandated by the State of Illinois, is administered by the City of Evanston, and is supported by Evanston tax revenues. The program provides assistance (up to \$935 monthly) to Evanston residents who are not eligible for other forms of state or federal financial assistance and do not have resources to support their basic needs. The goals of the General Assistance Program are to assist individuals and prepare them to become employment-ready through resources available in the General Assistance program as well as through programs administered by other City departments. Services will be delivered through a comprehensive system of care, which emphasizes identifying the most appropriate, least restrictive setting to promote the highest level of functioning. General Assistance staff members are committed to:

- Delivering services professionally and treating all clients with dignity and respect
- Managing business operations effectively and efficiently
- Promoting accountability, transparency, and equity in all program services

The Emergency Assistance Services Program is administered through the General Assistance Program and is available to all City of Evanston residents who meet income and asset guidelines as established by the General Assistance Office. The Emergency Assistance Program is operated and funded by the General Assistance Program and is provided according to adopted and written standards set forth by the General Assistance Program. Emergency Assistance benefits can only be issued once in a 12-month period and must meet the definition of an emergency or life-threatening situation, such as imminent eviction, utility disconnection, and/or food insecurities.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	933,020	925,000	910,000	925,000
Other Revenue	33,019	27,500	28,500	27,500
Interest Income	1,548	1,000	3,000	1,000
Total Revenue	\$ 967,586	\$ 953,500	\$ 941,500	\$ 953,500
Operating Expenses				
Salary and Benefits	324,972	400,721	399,015	407,294
Services and Supplies	579,392	858,200	847,186	859,482
Miscellaneous	5,110	7,000	5,000	7,000
Total Expenses	\$ 909,475	\$ 1,265,921	\$ 1,251,201	\$ 1,273,776
Net Surplus (Deficit)	\$ 58,111	\$ (312,421)	\$ (309,701)	\$ (320,276)
Beginning Fund Balance	\$ 586,388		\$ 644,499	\$ 334,798
Ending Fund Balance	\$ 644,499		\$ 334,798	\$ 14,522



2019 ADOPTED BUDGET - OTHER FUNDS

#175 – General Assistance

2019 Initiatives

- Serve the needs of financially distressed residents
- Create a 50/50 program for employment opportunities
- Prevent temporary financial difficulty
- Facilitate job readiness training
- Assist in identifying potential employment for eligible candidates
- Improve financial and health literacy
- Provide centralized case management and referral services via Apricot

Ongoing Activity Measures	2017 Actual	2018 Estimate	2019 Projections
Job readiness training participants	15	11	15
Financial literacy skills workshop participants	21	20	20
GED course participants	7	7	10
Clients securing part- or full-time employment	56	19	20
Referrals to community partner agencies	26	15	20
Clients receiving short-term case management services	181	12	20
Client housing stabilized/homelessness averted	299	305	320
Clients receiving utility assistance	33	38	45
Clients in a tobacco cessation program	10	10	10
Substance abuse treatment	4	2	5
Mental health services	7	9	15
Clients participating in Dental Access Days	20	25	25

175 GENERAL ASSISTANCE FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 324,972	\$ 400,721	\$ 399,015	\$ 407,294
61010 - REGULAR PAY	240,209	311,397	300,759	315,245
61510 - HEALTH INSURANCE	42,833	44,541	45,967	46,482
61610 - DENTAL INSURANCE	21	-	-	-
61615 - LIFE INSURANCE	53	125	186	194
61625 - AUTO ALLOWANCE	-	-	1,245	934
61630 - SHOE ALLOWANCE	155	155	155	155
61710 - IMRF	23,704	24,552	28,331	20,165
61725 - SOCIAL SECURITY	14,585	16,169	18,132	19,405
61730 - MEDICARE	3,411	3,782	4,240	4,714
Services and Supplies	\$ 579,392	\$ 858,200	\$ 847,186	\$ 859,482
62210 - PRINTING	1,786	-	-	-
62275 - POSTAGE CHARGEBACKS	-	800	800	800
62295 - TRAINING & TRAVEL	306	2,000	2,000	2,000
62360 - MEMBERSHIP DUES	100	300	300	300
62705 - BANK SERVICE CHARGES	54	-	2,050	2,050
64566 - RENTAL EXPENSE- GA CLIENT	376,905	300,000	300,000	300,000
64567 - PERSONAL EXPENSE- GA CLIENT	177,988	500,000	475,000	488,000
64568 - TRANSPORTATION EXPENSE- GA CLIENT	1,600	4,000	3,000	3,000
64569 - 50/50 WORK PROGRAM- GA CLIENT	-	1,500	1,500	1,500
64570 - CLIENT OTHER NEEDS- GA CLIENT	1,500	500	500	500
64573 - ALL OTHER PHYSICIANS- GA CLIENT	-	500	500	500
64574 - DRUGS- GA CLIENT	-	300	300	300
64577 - EMERGENCY ROOM PHYSICIANS- GA CLIENT	-	500	500	500
64578 - PSYCH OUTPATIENT/MENTAL- GA CLIENT	-	300	300	300
64582 - MORTGAGE/RENTAL EXPENSE-EAS CLIENT	3,006	30,000	30,000	30,000
64584 - FOOD VOUCHERS - EMERGENCY-EAS CLIENT	-	500	500	500
64585 - UTILITIES - COMED-EAS CLIENT	12,215	5,000	15,000	15,000
64586 - UTILITIES - NICOR-EAS CLIENT	2,863	5,000	5,000	5,000
64587 - UTILITIES - COE WATER -EAS CLIENT	-	5,000	5,000	5,000
65010 - BOOKS, PUBLICATIONS, MAPS	-	1,000	1,000	1,000
65025 - FOOD	242	-	704	-
65095 - OFFICE SUPPLIES	828	1,000	3,232	3,232
Miscellaneous	\$ 5,110	\$ 7,000	\$ 5,000	\$ 7,000
62490 - OTHER PROGRAM COSTS	5,110	7,000	5,000	7,000
Grand Total	\$ 909,475	\$ 1,265,921	\$ 1,251,201	\$ 1,273,776



2019 ADOPTED BUDGET - OTHER FUNDS

#176 – Human Services

Fund Description

The Human Services Fund was created for benefits and facilities such as education, food subsidies, health care, and subsidized housing provided by a government to improve the life and living conditions of the children, disabled, the elderly, and the poor in the Evanston community. The Fund is intended to build community capacity to drive improvements in population health. The Fund protects Evanston's most vulnerable residents by providing individuals and families with access to services that promote self-sufficiency and address mental well-being. Crisis Intervention is currently being addressed through an agreement with Presence Behavioral Health to offer clinical 24-hour crisis services. The Community Action Program supports community initiatives to provide needed opportunities for at-risk families and vulnerable populations.

2018 Accomplishments

- Served the needs of financially distressed residents
- Provided short- and long-term case management
- Improved financial and health literacy for all participants
- Provided central case management and referral services via Apricot

2019 Initiatives

- Continue to serve the needs of financially distressed residents
- Provide short- and long-term case management
- Improve financial and health literacy for all participants
- Provide central case management and referral services via Apricot
- Establish a comprehensive plan to assist victims of crime through a trauma-informed, equitable lens

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Interfund Transfers	859,153	828,471	828,471	828,471
Interest Income	14	-	150	-
Total Revenue	\$ 859,167	\$ 828,471	\$ 828,621	\$ 828,471
Operating Expenses				
Salary and Benefits	22,593	-	-	-
Services and Supplies	121	859,153	828,471	736,373
Community Sponsored Organizations	918,074	-	-	81,098
Total Expense	\$ 940,789	\$ 859,153	\$ 828,471	\$ 817,471
Net Surplus (Deficit)	\$ (81,622)	\$ (30,682)	\$ 150	\$ 11,000
Beginning Fund Balance	\$ 70,807		\$ (10,815)	\$ (10,665)
Ending Fund Balance	\$ (10,815)		\$ (10,665)	\$ 335

176 HEALTH AND HUMAN SERVICES FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 22,593	\$ -	\$ -	\$ -
61415 - TERMINATION PAYOUTS	22,593	-	-	-
Services and Supplies	\$ 121	\$ 859,153	\$ 828,471	\$ 736,373
64540 - TELECOMMUNICATIONS - WIRELESS	121	-	-	-
65546 - COMMUNITY GRANTS PROGRAMS	-	859,153	828,471	736,373
Community Sponsored Organizations	\$ 918,074	\$ -	\$ -	\$ 81,098
62491 - COMMUNITY INTERVENTION PROGRAM COSTS	139,333	-	-	81,098
62890 - INFANT WELFARE SOCIETY	65,000	-	-	-
62940 - LAF (LEGAL ASSIST FOUNDATION)	8,500	-	-	-
62970 - CONNECTION FOR HOMELESS	45,000	-	-	-
62980 - NORTH SHORE SENIOR CENTER	30,000	-	-	-
62990 - METROPOLITAN FAMILY SERV	70,000	-	-	-
63067 - CHILDCARE NETWORK EVANSTON	100,000	-	-	-
63068 - HOUSING OPTIONS	60,000	-	-	-
63069 - JAMES MORAN CENTER	41,000	-	-	-
63070 - PEER SERVICES	98,000	-	-	-
63071 - SHORE COMMUNITY SERVICES	37,000	-	-	-
63120 - MEALS AT HOME	8,000	-	-	-
67006 - Community Action Program	11,686	-	-	-
67016 - Reba Early Learning Center	7,500	-	-	-
67017 - Trilogy Inc.	30,000	-	-	-
67018 - Center for Independent Futures	7,500	-	-	-
67030 - FAMILY FOCUS	35,000	-	-	-
67045 - YOU	78,055	-	-	-
67090 - Child Care Center Of Evanston	28,500	-	-	-
67146 - NORTHWEST CASA	18,000	-	-	-
Grand Total	\$ 940,789	\$ 859,153	\$ 828,471	\$ 817,471



2019 ADOPTED BUDGET - OTHER FUNDS

#180 – Good Neighbor

Fund Description

The Good Neighbor Fund was created in 2016 as a result of Northwestern University’s commitment to contributing \$1 million to the City for the support of operations, capital projects, and special initiatives. The programs and projects to be supported by the Good Neighbor Fund are decided annually by the Mayor and the President of Northwestern.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Donation from Northwestern University	1,000,000	1,000,000	1,000,000	1,000,000
Investment Income	1,884	-	2,000	2,000
Total Revenue	\$ 1,001,884	\$ 1,000,000	\$ 1,002,000	\$ 1,002,000
Operating Expenses				
Other Program Costs	-	-	-	370,000
Transfer to General Fund	500,000	480,000	480,000	480,000
Transfer to Capital Improvements Fund	500,000	450,000	450,000	-
Transfer to Library Fund	-	70,000	70,000	150,000
Total Expenses	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Net Surplus (Deficit)	\$ -	\$ -	\$ 2,000	\$ 2,000
Beginning Fund Balance	\$ -		\$ 1,884	\$ 3,884
Ending Fund Balance	\$ 1,884		\$ 3,884	\$ 5,884

180 GOOD NEIGHBOR FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Interfund Transfers	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 630,000
66131 - TRANSFER TO GENERAL FUND	500,000	480,000	480,000	480,000
66142 - TRANSFER TO CIP-STREET REPAIR	500,000	450,000	450,000	-
66157 - TRANSFER TO LIBRARY FUND	-	70,000	70,000	150,000
Miscellaneous	\$ -	\$ -	\$ -	\$ 370,000
62490 - OTHER PROGRAM COSTS	-	-	-	370,000
Grand Total	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000



2019 ADOPTED BUDGET - OTHER FUNDS

#185 – Library

Fund Description

The Library fund covers the costs of Library Staff, collection of books, music, DVDs, and related information for free public use, digital holdings, computer and technology resources and networks. This fund also pays for an array of library programming that serves the community inside our three facilities and out in the community through our network of partnerships. Stewardship of the library and our public trust also includes regular daily maintenance and upkeep for facilities that are available day and night throughout the year (except for major holidays.). The Library is more than a building of books; it is a place to meet, connect, learn and explore.

The Library Fund budget is passed annually by the Library Board.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	6,370,507	6,685,000	6,685,000	6,810,000
Other Revenue	70,807	130,000	80,000	333,500
Charges for Services	338	-	350	-
Fines and Forfeitures	122,862	130,000	120,000	85,000
Interfund Transfers	190,200	265,771	265,771	345,771
Intergovernmental Revenue	74,206	152,418	188,000	123,000
Interest Income	5,169	5,400	11,000	10,000
Library Revenue	362,608	324,620	204,000	238,000
Total Revenue	\$ 7,196,696	\$ 7,693,209	\$ 7,554,121	\$ 7,945,271
Operating Expenses				
Salary and Benefits	4,739,145	5,074,260	4,949,137	5,161,176
Services and Supplies	1,712,359	2,024,688	2,032,848	2,230,488
Miscellaneous	22	-	-	-
Capital Outlay	9,904	10,400	10,900	12,500
Interfund Transfers	343,618	366,949	366,949	367,781
Total Expenses	\$ 6,805,048	\$ 7,476,297	\$ 7,359,834	\$ 7,771,945
Net Surplus (Deficit)	\$ 391,648	\$ 216,912	\$ 194,287	\$ 173,326
Beginning Fund Balance	\$ 650,656		\$ 1,042,304	\$ 1,236,591
Ending Fund Balance	\$ 1,042,304		\$ 1,236,591	\$ 1,409,917

185 LIBRARY FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 4,739,145	\$ 5,074,260	\$ 4,949,137	\$ 5,161,176
61010 - REGULAR PAY	2,368,803	2,533,417	2,479,900	2,694,412
61050 - PERMANENT PART-TIME	1,163,135	1,358,094	1,270,999	1,366,132
61110 - OVERTIME PAY	3,241	7,000	7,212	10,000
61415 - TERMINATION PAYOUTS	79,583	32,500	33,900	-
61420 - ANNUAL SICK LEAVE PAYOUT	6,255	-	2,935	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	2,488	-	1,035	-
61510 - HEALTH INSURANCE	504,605	493,468	423,040	531,560
61610 - DENTAL INSURANCE	204	-	90,582	-
61615 - LIFE INSURANCE	826	2,106	2,058	2,060
61625 - AUTO ALLOWANCE	9,600	7,200	13,200	13,200
61626 - CELL PHONE ALLOWANCE	4,294	3,400	3,470	2,550
61630 - SHOE ALLOWANCE	465	465	465	465
61710 - IMRF	328,452	343,098	335,274	237,070
61725 - SOCIAL SECURITY	216,077	237,205	231,042	245,312
61730 - MEDICARE	51,117	56,307	54,025	58,415
Services and Supplies	\$ 1,712,359	\$ 2,024,688	\$ 2,032,848	\$ 2,230,488
61060 - SEASONAL EMPLOYEES	48,015	41,000	49,000	45,000
62185 - CONSULTING SERVICES	65,920	211,700	201,700	176,700
62205 - ADVERTISING	3,053	8,000	8,000	8,000
62210 - PRINTING	2,540	8,000	8,000	8,000
62225 - BLDG MAINTENANCE SERVICES	179,343	212,700	212,700	212,700
62235 - OFFICE EQUIPMENT MAINT	7,062	12,000	12,000	12,000
62240 - AUTOMOTIVE EQMP MAINT	204	-	-	-
62245 - OTHER EQMT MAINTENANCE	152	1,300	1,300	1,300
62275 - POSTAGE CHARGEBACKS	-	2,600	2,600	2,600
62290 - TUITION	-	5,000	5,000	10,000
62295 - TRAINING & TRAVEL	28,455	42,000	42,000	42,000
62315 - POSTAGE	3,374	4,500	5,000	4,500
62340 - COMPTEER LICENSE & SUPP	93,100	44,000	49,000	212,600
62341 - INTERNET SOLUTION PROVIDERS	303,076	368,600	372,909	200,000
62360 - MEMBERSHIP DUES	3,230	2,100	2,100	2,100
62375 - RENTALS	52,706	46,238	46,238	46,238
62380 - COPY MACHINE CHARGES	3,433	12,900	12,900	12,900
62506 - WORK- STUDY	10,524	8,700	8,700	8,700
62705 - BANK SERVICE CHARGES	4,855	5,700	5,700	5,700
64015 - NATURAL GAS	23,887	29,900	29,900	29,900
64505 - TELECOMMUNICATIONS	3,197	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	5,286	2,000	2,000	2,000
65005 - AGRI/BOTANICAL SUPPLIES	353	-	-	-
65020 - CLOTHING	(19)	-	-	-
65040 - JANITORIAL SUPPLIES	11,185	12,000	12,000	12,000
65050 - BLDG MAINTENANCE MATERIAL	24,606	30,000	30,000	30,000
65095 - OFFICE SUPPLIES	74,960	98,100	98,100	90,000
65100 - LIBRARY SUPPLIES	90,502	103,850	113,850	193,850
65125 - OTHER COMMODITIES	-	-	-	50,000
65555 - PERSONAL COMPUTER EQUIPMENT	22,112	49,100	49,100	49,000
65630 - LIBRARY BOOKS	513,302	518,200	508,200	598,200
65635 - PERIODICALS	19,263	17,700	18,051	22,700
65640 - AUDIO RECORDINGS	74	-	-	-
65641 - AUDIO VISUAL COLLECTIONS	114,610	126,800	126,800	141,800
Miscellaneous	\$ 22	\$ -	\$ -	\$ -
62770 - MISCELLANEOUS	22	-	-	-
Capital Outlay	\$ 9,904	\$ 10,400	\$ 10,900	\$ 12,500
65503 - FURNITURE / FIXTURES / EQUIPMENT	9,904	5,400	5,900	5,500
65550 - AUTOMOTIVE EQUIPMENT	-	5,000	5,000	7,000
Interfund Transfers	\$ 343,618	\$ 366,949	\$ 366,949	\$ 367,781
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	5,440	5,440	5,440	5,440
62309 - RENTAL OF AUTO REPLACEMENT	4,885	4,885	4,885	4,885
66019 - COMPONENT UNIT DISBURSEMENT	333,293	-	-	-
66025 - TRANSFER TO DEBT SERVICE - ERI	-	86,624	86,624	87,456
66131 - TRANSFER TO GENERAL FUND	-	270,000	270,000	270,000
Grand Total	4,435,476	4,939,167	4,885,266	5,191,357



2019 ADOPTED BUDGET - OTHER FUNDS

#186 – Library Debt Service

Fund Description

The Library Debt Fund was created to repay the outstanding debt obligation associated with the financing of the Evanston Public Library Main Branch. This fund accounts for the debt service costs associated with Library debt issuance to fund capital projects at the Main library and the branch locations. Revenues for this fund come from the Library’s tax levy, and expenses are paid to the City as a part of the annual payment of all outstanding bonds.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	338,897	345,790	333,896	353,437
Other Revenue	778,745	-	-	-
Interest Income	7			
Total Revenue	\$ 1,117,649	\$ 345,790	\$ 333,896	\$ 353,437
Operating Expenses				
Services and Supplies	8,587	-	-	-
Debt Service	1,134,570	333,404	333,404	353,437
Interfund Transfers	112	-	-	-
Total Expenses	\$ 1,143,269	\$ 333,404	\$ 333,404	\$ 353,437
Net Surplus (Deficit)	\$ (25,619)	\$ 12,386	\$ 492	\$ -
Beginning Fund Balance	\$ 29,708		\$ 4,089	\$ 4,581
Ending Fund Balance	\$ 4,089		\$ 4,581	\$ 4,581

186 LIBRARY DEBT SERVICE FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ 8,587	\$ -	\$ -	\$ -
62716 - BOND ISSUANCE COSTS	8,587	-	-	-
Debt Service	\$ 1,134,570	\$ 333,404	\$ 333,404	\$ 353,437
68305 - DEBT SERVICE- PRINCIPAL	1,064,547	231,831	231,831	182,561
68315 - DEBT SERVICE- INTEREST	70,023	101,573	101,573	170,876
Interfund Transfers	\$ 112	\$ -	\$ -	\$ -
66019 - COMPONENT UNIT DISBURSEMENT	112	-	-	-
Grand Total	\$ 1,143,269	\$ 333,404	\$ 333,404	\$ 353,437



2019 ADOPTED BUDGET - OTHER FUNDS

#187 – Library Capital Fund

Fund Description

This fund accounts for all of the library’s capital outlay expenditures not financed by annual operations or maintenance. Projects funded from Fund 187 are included in the City’s Capital Improvement Plan. They are developed as part of a multi-year long-term program to construct, rehabilitate or otherwise improve the library’s assets.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	1,431,106	10,095,000	2,157,728	1,835,000
Total Revenue	\$ 1,431,106	\$ 10,095,000	\$ 2,157,728	\$ 1,835,000
Operating Expenses				
Services and Supplies	30,790	-	-	-
Capital Outlay	1,091,917	10,095,000	640,000	585,000
Interfund Transfers	-	-	1,250,000	1,250,000
Total Expenses	\$ 1,122,708	\$ 10,095,000	\$ 1,890,000	\$ 1,835,000
Net Surplus (Deficit)	\$ 308,399	\$ -	\$ 267,728	\$ -
Beginning Fund Balance	\$ -		\$ 308,399	\$ 576,127
Ending Fund Balance	\$ 308,399		\$ 576,127	\$ 576,127

187 LIBRARY CAPITAL IMPROVEMENT FD	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ 30,790	\$ -	\$ -	\$ -
62716 - BOND ISSUANCE COSTS	30,790	-	-	-
Capital Outlay	\$ 1,091,917	\$ 10,095,000	\$ 640,000	\$ 585,000
65515 - OTHER IMPROVEMENTS	1,091,917	10,095,000	640,000	585,000
Interfund Transfers	\$ -	\$ -	\$ 1,250,000	\$ 1,250,000
66020 - TRANSFERS TO OTHER FUNDS	-	-	1,250,000	1,250,000
Grand Total	\$ 1,122,708	\$ 10,095,000	\$ 1,890,000	\$ 1,835,000



2019 ADOPTED BUDGET - OTHER FUNDS

#195 – Neighborhood Stabilization Program 2

Fund Description

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 fund will be closed at the end of 2018.

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

- The acquisition, rehabilitation, and re-occupancy of 100 units of foreclosed or abandoned housing.
- 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 are rented or sold to households with incomes at or below 120% of the area median income (AMI); 25% of total grant funds have been used to benefit households with incomes at or below 50% AMI, as required by the Department of Housing and Urban Development (HUD). Disposition of two remaining properties will be determined following grant closeout, which is expected to be complete by December 2018. Remaining NSP2 program income will be transferred to the City's CDBG program and used to fund long-term compliance monitoring.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Intergovernmental Revenue	37,641	95,147	51,300	-
Total Revenue	\$ 37,641	\$ 95,147	\$ 51,300	\$ -
Operating Expenses				
Salary and Benefits	26,454	28,067	29,423	-
Services and Supplies	1,860	5,100	1,700	-
Miscellaneous	2,400	50,000	5,000	-
Insurance and Other Chargebacks	(233)	-	-	-
Capital Outlay	2,642	7,000	10,523	-
Interfund Transfers	4,518	4,654	4,654	-
Total Expenses	\$ 37,641	\$ 94,821	\$ 51,300	\$ -
Net Surplus (Deficit)	\$ -	\$ 326	\$ -	\$ -
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -

2018 Initiatives

- Complete all required rental and ownership compliance work.
- Transfer two cleared lots to City ownership
- Submit required documents for grant closeout
- Close out NSP2 fund in City financial tracking systems.

195 NEIGHBORHOOD STABILIZATION FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 26,454	\$ 28,067	\$ 29,423	\$ -
61010 - REGULAR PAY	18,585	19,405	20,611	-
61110 - OVERTIME PAY	-	1,000	1,000	-
61420 - ANNUAL SICK LEAVE PAYOUT	179	-	-	-
61510 - HEALTH INSURANCE	4,485	4,267	4,354	-
61610 - DENTAL INSURANCE	2	-	-	-
61615 - LIFE INSURANCE	10	25	27	-
61710 - IMRF	1,849	1,859	1,942	-
61725 - SOCIAL SECURITY	1,089	1,224	1,207	-
61730 - MEDICARE	255	287	282	-
Services and Supplies	\$ 1,860	\$ 5,100	\$ 1,700	\$ -
62205 - ADVERTISING	-	1,000	-	-
62275 - POSTAGE CHARGEBACKS	-	500	-	-
62285 - COURIER CHARGES	-	150	-	-
62295 - TRAINING & TRAVEL	-	100	-	-
62380 - COPY MACHINE CHARGES	-	150	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	3,000	1,500	-
64545 - PERSONAL COMPUTER SOFTWARE	1,860	-	-	-
65095 - OFFICE SUPPLIES	-	200	200	-
Miscellaneous	\$ 2,400	\$ 50,000	\$ 5,000	\$ -
62490 - OTHER PROGRAM COSTS	2,400	50,000	5,000	-
Insurance and Other Chargebacks	\$ (233)	\$ -	\$ -	\$ -
62740 - OTHER CHARGES-CHARGEBACK	(233)	-	-	-
Capital Outlay	\$ 2,642	\$ 7,000	\$ 10,523	\$ -
62484 - DISPOSITION	-	2,000	-	-
62489 - SITE MAINTENANCE	2,642	5,000	10,523	-
Interfund Transfers	\$ 4,518	\$ 4,654	\$ 4,654	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	4,518	4,654	4,654	-
Grand Total	\$ 37,641	\$ 94,821	\$ 51,300	\$ -



2019 ADOPTED BUDGET - OTHER FUNDS

#200 – Motor Fuel Tax

Fund Description

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

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Intergovernmental Revenue	1,899,884	1,910,000	1,900,000	1,910,000
Interest Income	18,158	12,000	30,000	12,000
Total Revenue	\$ 1,918,041	\$ 1,922,000	\$ 1,930,000	\$ 1,922,000
Operating Expenses				
Capital Outlay	-	1,500,000	1,500,000	1,206,000
Interfund Transfers	957,990	957,990	957,990	982,897
Total Expenses	\$ 957,990	\$ 2,457,990	\$ 2,457,990	\$ 2,188,897
Net Surplus (Deficit)	\$ 960,051	\$ (535,990)	\$ (527,990)	\$ (266,897)
Beginning Fund Balance	\$ 1,413,679		\$ 2,373,730	\$ 1,845,740
Ending Fund Balance	\$ 2,373,730		\$ 1,845,740	\$ 1,578,843

200 MOTOR FUEL TAX FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Capital Outlay	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,206,000
65515 - OTHER IMPROVEMENTS	-	1,500,000	1,500,000	1,206,000
Interfund Transfers	\$ 957,990	\$ 957,990	\$ 957,990	\$ 982,897
66131 - TRANSFER TO GENERAL FUND	957,990	957,990	957,990	982,897
Grand Total	\$ 957,990	\$ 2,457,990	\$ 2,457,990	\$ 2,188,897



2019 ADOPTED BUDGET- OTHER FUNDS

#205 – Emergency Telephone System

Fund Description

In accordance with Illinois Public Act 85-978, the City of Evanston enacted Ordinance 133-O-90 by referendum in December of 1990. The purpose of the Ordinance was to establish an Enhanced 9-1-1 system. Per the legislature, an Emergency Telephone System Board (ETSB) was established. The 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.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Taxes	978,523	1,050,700	1,429,962	1,312,800
Interest Income	7,178	1,000	8,000	7,000
Total Revenues	\$ 985,701	\$ 1,051,700	\$ 1,437,962	\$ 1,319,800
Expenses				
Salary and Benefits	585,510	615,224	583,099	613,825
Services and Supplies	239,161	282,400	282,400	290,400
Insurance and Other Chargebacks	17,448	17,448	17,448	18,230
Capital Outlay	51,670	55,000	55,000	25,000
Interfund Transfers	72,977	73,366	73,366	74,034
Total Expenses	\$ 966,766	\$ 1,043,438	\$ 1,011,313	\$ 1,021,489
Net Surplus (Deficit)	\$ 18,935	\$ 8,262	\$ 426,649	\$ 298,311
Beginning Fund Balance	\$ 163,061		\$ 181,996	\$ 608,645
Ending Fund Balance	\$ 181,996		\$ 608,645	\$ 906,956

205 EMERGENCY TELEPHONE (E911) FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 585,510	\$ 615,224	\$ 583,099	\$ 613,825
61010 - REGULAR PAY	420,719	452,587	423,892	462,694
61070 - JOB TRAINING AND INTERNSHIPS	2,000	-	-	-
61110 - OVERTIME PAY	7,156	2,000	4,500	2,000
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	1,702	-	-	-
61510 - HEALTH INSURANCE	78,222	79,677	80,701	80,751
61610 - DENTAL INSURANCE	39	-	-	-
61615 - LIFE INSURANCE	240	573	576	612
61635 - UNIFORM ALLOWANCE	1,700	1,700	1,700	1,700
61710 - IMRF	42,061	43,351	40,591	29,596
61725 - SOCIAL SECURITY	25,669	28,638	25,237	29,559
61730 - MEDICARE	6,003	6,698	5,902	6,913
Services and Supplies	\$ 239,161	\$ 282,400	\$ 282,400	\$ 290,400
62225 - BLDG MAINTENANCE SERVICES	-	3,500	3,500	3,500
62295 - TRAINING & TRAVEL	5,653	7,500	7,500	7,500
62360 - MEMBERSHIP DUES	673	900	900	900
62509 - SERVICE AGREEMENTS/ CONTRACTS	188,886	220,000	220,000	225,000
64505 - TELECOMMUNICATIONS	3,767	15,000	15,000	3,000
64540 - TELECOMMUNICATIONS - WIRELESS	29,229	15,000	15,000	30,000
65020 - CLOTHING	-	1,200	1,200	1,200
65035 - PETROLEUM PRODUCTS	532	800	800	800
65085 - MINOR EQUIPMENT & TOOLS	8,465	15,000	15,000	15,000
65095 - OFFICE SUPPLIES	734	1,500	1,500	1,500
65620 - OFFICE MACH. & EQUIP.	1,223	2,000	2,000	2,000
Insurance and Other Chargebacks	\$ 17,448	\$ 17,448	\$ 17,448	\$ 18,230
66130 - TRANSFER TO INSURANCE	17,448	17,448	17,448	18,230
Capital Outlay	\$ 51,670	\$ 55,000	\$ 55,000	\$ 25,000
65625 - FURNITURE & FIXTURES	51,670	55,000	55,000	25,000
Interfund Transfers	\$ 72,977	\$ 73,366	\$ 73,366	\$ 74,034
66025 - TRANSFER TO DEBT SERVICE - ERI	12,977	13,366	13,366	14,034
66131 - TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000
Grand Total	\$ 966,766	\$ 1,043,438	\$ 1,011,313	\$ 1,021,489



2019 ADOPTED BUDGET - OTHER FUNDS

#210 – Special Service Area 4

Fund Description

Special Service Area 4 (SSA4) was established to provide certain public services to supplement services currently or customarily provided by the City to the Area, the promotion and advertisement of the Area in order to attract businesses and consumers to the Area, and provide any other public services to the Area which the City may deem appropriate from time to time. Special services, as they apply to SSA4, include maintenance of public improvements (e.g. 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.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	322,477	370,000	360,000	525,000
Interest Income	5	-	100	-
Total Revenue	\$ 322,482	\$ 370,000	\$ 360,100	\$ 525,000
Operating Expenses				
Services and Supplies	329,000	370,000	370,000	525,000
Total Expenses	\$ 329,000	\$ 370,000	\$ 370,000	\$ 525,000
Net Surplus (Deficit)	\$ (6,518)	\$ -	\$ (9,900)	\$ -
Beginning Fund Balance	\$ (192,276)		\$ (198,794)	\$ (208,694)
Ending Fund Balance	\$ (198,794)		\$ (208,694)	\$ (208,694)

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
210 SPECIAL SERVICE AREA (SSA) #4 FUND				
Services and Supplies	\$ 329,000	\$ 370,000	\$ 370,000	\$ 525,000
62517 - SPECIAL SERVICE AREA AGREEMENT	329,000	370,000	370,000	525,000
Grand Total	\$ 329,000	\$ 370,000	\$ 370,000	\$ 525,000



2019 ADOPTED BUDGET - OTHER FUNDS

#215 – Community Development Block Grant

Fund Description

The City is a federal entitlement community and receives Community Development Block Grant funds annually to address the needs of low- and moderate-income residents. Statutory program goals are to provide decent housing, a suitable living environment, and economic opportunity primarily for residents whose incomes do not exceed 80% of the area median income.

2019 Initiatives

- Focus CDBG funding on City capital projects in primarily low/moderate income neighborhoods that otherwise would not be undertaken due to limited funding for capital projects.
- Develop the 2020-2024 Consolidated Plan, including either an analysis of impediments to fair housing or an assessment of fair housing based on guidance from HUD; fair housing work may be undertaken as part of a Cook County regional analysis or solely by the City of Evanston.
- Continue to expand the CDBG Housing Rehab program to address code and life safety violations, and make accessibility improvements in owner-occupied and rental housing for low/moderate income residents, in coordination with the Handyman Program, Rebuilding Together, and other programs for greatest impact and efficiencies.
- Incorporate an equity lens in the allocation of CDBG funds to address City Council goal.

Performance Report on FY 2018 Major Program Objectives

- Completed three major public improvement projects: paving an unimproved alley, resurfacing a residential street in low-income neighborhoods, and re-roofing the Mason Park Field House.
- Worked with the Rice Center to install security doors at their residential facility for children who are wards of the State.
- Provided needed public services to at-risk low/moderate income residents through 15 different programs, including after school programs, job training and placement, home-delivered meals for seniors and people with disabilities, domestic violence programs, Summer Youth Employment, and the Certificate of Rehab program that enables residents with criminal backgrounds to be eligible for a wide range of jobs that are otherwise not open to them.
- Completed rehab on 18 housing units.



2019 ADOPTED BUDGET - OTHER FUNDS

#215 – Community Development Block Grant

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	262	-	-	-
Intergovernmental Revenue	1,906,708	2,330,124	1,711,028	2,631,080
Total Revenue	\$ 1,906,970	\$ 2,330,124	\$ 1,711,028	\$ 2,631,080
Operating Expenses				
Salary and Benefits	431,440	502,898	470,179	509,100
Services and Supplies	3,797	220,840	183,638	447,700
Miscellaneous	95,606	569,970	27,585	971,410
Insurance and Other Chargebacks	392,279	20,648	386,687	18,230
Capital Outlay	645,289	-	568,984	-
Community Sponsored Organizations	318,412	175,500	-	50,000
Interfund Transfers	20,145	949,656	73,955	634,640
Total Expenses	\$ 1,906,970	\$ 2,439,512	\$ 1,711,028	\$ 2,631,080
Net Surplus (Deficit)	\$ -	\$ (109,388)	\$ -	\$ -
Beginning Fund Balance	\$ 64,106		\$ 64,106	\$ 64,106
Ending Fund Balance	\$ 64,106		\$ 64,106	\$ 64,106

215 CDBG FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 431,440	\$ 502,898	\$ 470,179	\$ 509,100
61010 - REGULAR PAY	258,983	322,087	302,737	332,897
61050 - PERMANENT PART-TIME	45,897	45,613	45,613	47,024
61110 - OVERTIME PAY	1,335	-	-	-
61415 - TERMINATION PAYOUTS	781	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	718	-	-	-
61510 - HEALTH INSURANCE	70,185	70,528	65,948	74,483
61610 - DENTAL INSURANCE	22	-	-	-
61615 - LIFE INSURANCE	87	208	217	192
61626 - CELL PHONE ALLOWANCE	414	414	414	311
61630 - SHOE ALLOWANCE	178	179	178	179
61710 - IMRF	30,316	35,220	30,922	24,223
61725 - SOCIAL SECURITY	18,256	23,218	19,573	24,144
61730 - MEDICARE	4,269	5,431	4,577	5,647
Services and Supplies	\$ 3,797	\$ 220,840	\$ 183,638	\$ 447,700
62205 - ADVERTISING	760	750	1,000	1,000
62210 - PRINTING	-	250	-	-
62275 - POSTAGE CHARGEBACKS	-	350	350	350
62280 - OVERNIGHT MAIL CHARGES	46	-	-	-
62285 - COURIER CHARGES	23	150	200	150
62295 - TRAINING & TRAVEL	156	1,500	1,500	1,500
62360 - MEMBERSHIP DUES	940	-	940	-
62380 - COPY MACHINE CHARGES	-	800	800	800
62665 - CONTRIB TO OTHER AGENCIES	-	216,640	176,448	441,500
64545 - PERSONAL COMPUTER SOFTWARE	1,860	-	2,000	2,000
65095 - OFFICE SUPPLIES	12	400	400	400
Miscellaneous	\$ 95,606	\$ 569,970	\$ 27,585	\$ 971,410
62490 - OTHER PROGRAM COSTS	21,531	569,970	27,585	971,410
63045 - SUMMER YOUTH EMPLOYMENT	52,000	-	-	-
63050 - Children's Home + Aid	7,000	-	-	-
63072 - EVANSTON SCHOLARS	5,200	-	-	-
63073 - CJE SENIOR LIFE	9,875	-	-	-
Insurance and Other Chargebacks	\$ 392,279	\$ 20,648	\$ 386,687	\$ 18,230
62740 - OTHER CHARGES-CHARGEBACK	374,831	-	369,239	-
66130 - TRANSFER TO INSURANCE	17,448	20,648	17,448	18,230
Capital Outlay	\$ 645,289	\$ -	\$ 568,984	\$ -
62795 - STREETLIGHT UPGRADE	45,376	-	-	-
62840 - ALLEY PAVING PROGRAM	223,245	-	249,361	-
62845 - SPECIAL ASSESSMENTS-ALLEY	860	-	14,558	-
62910 - CHILDCARE CENTER	-	-	59,250	-
62915 - OVER THE RAINBOW	50,000	-	-	-
63025 - MASON PARK	-	-	110,000	-
63106 - RIDGEVILLE REBA PARK PROJECT	76,127	-	-	-
65682 - STREETS	249,682	-	135,815	-
Community Sponsored Organizations	\$ 318,412	\$ 175,500	\$ -	\$ 50,000
62935 - JAMES MORAN CENTER	21,800	-	-	-
62940 - LAF (LEGAL ASSIST FOUNDATION)	7,000	-	-	-
62945 - YOUTH JOB CENTER OF EVANSTON	21,800	-	-	-
62954 - IMPACT BEHAVIORAL HLT PTNRS (COMMUNITY UNITY 1)	15,300	-	-	-
62955 - YWCA SHELTER PROGRAM	24,800	-	-	-
62960 - INTERFAITH ACTION COUNCIL	12,500	-	-	-
62970 - CONNECTION FOR HOMELESS	15,100	-	-	-
62980 - NORTH SHORE SENIOR CENTER	10,500	-	-	-
62985 - OPEN COMMUNITIES	7,500	-	-	-
63064 - SUNSHINE ENTERPRISES	65,000	175,500	-	-
63065 - DIRECT FINANCIAL ASSISTANCE TO BUSINESSES	50,000	-	-	50,000
63120 - MEALS AT HOME	14,700	-	-	-
63125 - OPEN STUDIO PROJECT	4,000	-	-	-
67030 - FAMILY FOCUS	15,000	-	-	-
67045 - YOU	33,412	-	-	-
Interfund Transfers	\$ 20,145	\$ 949,656	\$ 73,955	\$ 634,640
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	9,301	824	825	825
62309 - RENTAL OF AUTO REPLACEMENT	4,250	1,339	1,340	1,340
66025 - TRANSFER TO DEBT SERVICE - ERI	6,594	6,792	6,790	7,131
66131 - TRANSFER TO GENERAL FUND	-	330,701	65,000	10,344
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	610,000	-	615,000
Grand Total	\$ 1,906,970	\$ 2,439,512	\$ 1,711,028	\$ 2,631,080



2019 ADOPTED BUDGET - OTHER FUNDS

#220 – Community Development Block Grant Loan

Fund Description

The CDBG Loan Fund is a revolving loan fund. Its purpose is to provide 0-3% interest loans that may be deferred or amortized to rehab income eligible one- and two-unit owner-occupied residential properties and multi-family rental properties that are occupied by income-eligible households under HUD regulations. It also funds deferred loans for income-eligible homeowners to demolish unsafe garages and dangerous trees. Funds are prioritized for properties with code violations, as well as for energy efficiency and accessibility. 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 are used to fund new eligible projects. Additionally, repayments on CDBG loans made to businesses are deposited into this fund and may be used for CDBG economic development activities. Revolving loan funds must be used before additional entitlement funds for eligible activities.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	51,369	293,000	155,000	250,000
Interest Income	3,391	-	1,000	-
Total Revenue	\$ 54,760	\$ 293,000	\$ 156,000	\$ 250,000
Operating Expenses				
Services and Supplies	13,070	293,000	156,000	250,000
Total Expenses	\$ 13,070	\$ 293,000	\$ 156,000	\$ 250,000
Net Surplus (Deficit)	\$ 41,690	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 210,922		\$ 252,612	\$ 252,612
Ending Fund Balance	\$ 252,612		\$ 252,612	\$ 252,612

220 CDBG LOAN FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ 13,070	\$ 293,000	\$ 156,000	\$ 250,000
65535 - REHAB LOANS	13,070	293,000	156,000	250,000
Grand Total	\$ 13,070	\$ 293,000	\$ 156,000	\$ 250,000



2019 ADOPTED BUDGET - OTHER FUNDS

#225 – Economic Development

Fund Description

The Economic Development Fund provided support for the implementation of the City Council adopted Economic Development Plan and 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 was a resource for business assistance in the form of loans and grants, particularly in areas outside of the five TIF Districts.

The Economic Development Fund was closed at the end of 2016, with all revenues and expenditures being moved to the General Fund. The final transfer of fund balance to the General Fund was made in 2017.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	-	-	-	-
Total Revenue	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
Interfund Transfers	2,996,226	-	-	-
Total Expenses	\$ 2,996,226	\$ -	\$ -	\$ -
Net Surplus (Deficit)	\$ (2,996,226)	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 2,996,226		\$ -	\$ -
Ending Fund Balance	\$ -		\$ -	\$ -

225 ECONOMIC DEVELOPMENT FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Interfund Transfers	\$ 2,996,226	\$ -	\$ -	\$ -
66131 - TRANSFER TO GENERAL FUND	2,996,226	-	-	-
Grand Total	\$ 2,996,226	\$ -	\$ -	\$ -



2019 ADOPTED BUDGET - OTHER FUNDS

#235 – Neighborhood Improvement

Fund Description

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

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Interest Income	256	-	1,000	-
Total Revenue	\$ 256	\$ -	\$ 1,000	\$ -
Operating Expenses				
Services and Supplies	-	-	150	-
Miscellaneous	-	100,000	-	-
Interfund Transfers	-	-	-	100,000
Total Expenses	\$ -	\$ 100,000	\$ 150	\$ 100,000
Net Surplus (Deficit)	\$ 256	\$ (100,000)	\$ 850	\$ (100,000)
Beginning Fund Balance	\$ 169,915		\$ 170,171	\$ 171,021
Ending Fund Balance	\$ 170,171		\$ 171,021	\$ 71,021

235 NEIGHBORHOOD IMPROVEMENT	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ -	\$ -	\$ 150	\$ -
62705 - BANK SERVICE CHARGES	-	-	150	-
Miscellaneous	\$ -	\$ 100,000	\$ -	\$ -
62490 - OTHER PROGRAM COSTS	-	100,000	-	-
Interfund Transfers	\$ -	\$ -	\$ -	\$ 100,000
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	-	-	100,000
Grand Total	\$ -	\$ 100,000	\$ 150	\$ 100,000



2019 ADOPTED BUDGET - OTHER FUNDS

#240 – HOME

Fund Description

The HOME Investment Partnership Program addresses the affordable housing needs of low- and moderate-income individuals and families by preserving existing and producing new affordable housing, and by providing rent and utility assistance to low income households that enable them to afford market rate housing. HOME funds are used to:

- Finance the acquisition and/or rehabilitation of existing residential units;
- Fund new construction of affordable housing;
- Fund Tenant Based Rental Assistance (TBRA).

2019 Initiatives

Ongoing Activity Measures	2017 Actual	2018 Estimated	2019 Projected
Number of housing units acquired, rehabbed or constructed	0	2	4
Number of households helped with TBRA	20	20	20
Housing and Homeless Commission meetings	11	10	10

Fund Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Operating Revenue				
Other Revenue	21,820	-	-	-
Intergovernmental Revenue	227,450	588,936	338,529	741,269
Interest Income	5,685	-	-	-
Total Revenue	\$ 254,955	\$ 588,936	\$ 338,529	\$ 741,269
Operating Expenses				
Salary and Benefits	43,994	46,801	35,986	33,375
Services and Supplies	231,806	540,200	300,500	696,500
Miscellaneous	126	500	500	500
Insurance and Other Chargebacks	(27,871)	820	10,820	10,894
Total Expenses	\$ 248,055	\$ 588,321	\$ 347,806	\$ 741,269
Net Surplus (Deficit)	\$ 6,900	\$ 615	\$ (9,277)	\$ -
Beginning Fund Balance	\$ 2,377		\$ 9,277	\$ -
Ending Fund Balance	\$ 9,277		\$ -	\$ -

240 HOME FUND	FY 2017 Actual	FY 2018 Adopted	FY 2018 Year End	FY 2019 Adopted
	Amount	Budget	Estimated	Budget
Salary and Benefits	\$ 43,994	\$ 46,801	\$ 35,986	\$ 33,375
61010 - REGULAR PAY	33,928	36,605	28,215	26,816
61110 - OVERTIME PAY	167	-	-	-
61510 - HEALTH INSURANCE	4,039	3,837	3,011	2,733
61610 - DENTAL INSURANCE	3	-	-	-
61615 - LIFE INSURANCE	3	4	3	3
61710 - IMRF	3,359	3,507	2,658	1,716
61725 - SOCIAL SECURITY	2,023	2,308	1,701	1,707
61730 - MEDICARE	473	540	398	400
Services and Supplies	\$ 231,806	\$ 540,200	\$ 300,500	\$ 696,500
62360 - MEMBERSHIP DUES	-	200	500	500
64545 - PERSONAL COMPUTER SOFTWARE	590	-	-	-
65535 - REHAB LOANS	231,216	540,000	300,000	696,000
Miscellaneous	\$ 126	\$ 500	\$ 500	\$ 500
62490 - OTHER PROGRAM COSTS	126	500	500	500
Insurance and Other Chargebacks	\$ (27,871)	\$ 820	\$ 10,820	\$ 10,894
62740 - OTHER CHARGES-CHARGEBACK	(28,691)	-	10,000	10,000
66130 - TRANSFER TO INSURANCE	820	820	820	894
Grand Total	\$ 248,055	\$ 588,321	\$ 347,806	\$ 741,269



2019 ADOPTED BUDGET - OTHER FUNDS

#250 – Affordable Housing

Fund Description

The Affordable Housing Fund must be used to address the housing needs of low-, moderate and middle-income individuals and families by promoting, preserving, and producing affordable housing; providing housing-related services; and providing support for agencies and organizations that actively address these housing needs, including:

- Funding a tenant/landlord program.
- Funding expenses relating to acquisition of vacant and blighted properties through the Cook County No Cash Bid program and to pursue judicial deeds on properties with City liens.
- Providing funds for the acquisition, rehabilitation, and new construction of affordable housing.
- Providing gap funding for affordable housing projects funded primarily with Low Income Housing Tax Credits or other sources, particularly for projects with units restricted to households with incomes that do not exceed 50% of the area median.
- Providing funding support for the Homeless Management Information System (HMIS).
- Providing funding support for transitional housing, housing education, and related services.
- Providing local match funds for Federal housing grants where appropriate.
- Funding housing programs including the Senior Handyman Program, Senior Bridge Housing, and management of the IHO Wait List.
- Administration of the Inclusionary Housing Ordinance, development of a comprehensive Affordable Housing Plan, and implementation of the strategies in that plan.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Taxes	97,000	50,000	50,000	80,000
Other Revenue	333,056	400,600	330,600	2,530,600
Interfund Transfers	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Interest Income	5,623	230	6,000	4,500
Total Revenue	\$ 435,678	\$ 450,830	\$ 386,600	\$ 2,615,100
Operating Expense				
Salary and Benefits	44,432	96,800	81,233	136,697
Services and Supplies	209,772	279,500	299,500	818,500
Miscellaneous	85,660	43,000	32,500	52,500
Insurance and Other Chargebacks	11,532	-	-	-
Capital Outlay	-	-	-	-
Community Sponsored Organizations	8,927	70,000	15,000	20,000
Debt Service	-	-	-	-
Total Expenses	\$ 360,323	\$ 489,300	\$ 428,233	\$ 1,027,697
Net Surplus (Deficit)	\$ 75,355	\$ (38,470)	\$ (41,633)	\$ 1,587,403
Beginning Fund Balance	\$ 1,401,189		\$ 1,476,544	\$ 1,434,911
Ending Fund Balance	\$ 1,476,544		\$ 1,434,911	\$ 3,022,314

250 AFFORDABLE HOUSING FUND	FY 2017 Actual		FY 2018 Year End		FY 2019 Adopted
	Amount	FY 2018 Adopted Budget	Estimated	Budget	
Salary and Benefits	\$ 44,432	\$ 96,800	\$ 81,233	\$ 136,697	
61010 - REGULAR PAY	34,265	86,604	61,776	104,912	
61110 - OVERTIME PAY	167	-	-	-	
61510 - HEALTH INSURANCE	4,085	3,837	7,392	15,908	
61610 - DENTAL INSURANCE	3	-	-	-	
61615 - LIFE INSURANCE	3	4	52	108	
61625 - AUTO ALLOWANCE	-	-	1,245	934	
61626 - CELL PHONE ALLOWANCE	-	-	300	225	
61710 - IMRF	3,390	3,507	5,819	6,711	
61725 - SOCIAL SECURITY	2,043	2,308	3,768	6,314	
61730 - MEDICARE	478	540	881	1,585	
Services and Supplies	\$ 209,772	\$ 279,500	\$ 299,500	\$ 818,500	
62227 - ADVOCACY SERVICES	-	27,500	27,500	27,500	
65497 - LANDLORD-TENANT	-	41,000	24,000	50,000	
65498 - EMERGENCY HOTEL VOUCHERS	1,198	17,500	2,500	10,000	
65499 - SENIOR BRIDGE HOUSING	-	10,000	-	10,000	
65500 - HMIS	-	18,500	20,500	21,000	
65530 - REHAB GRANTS	-	-	75,000	200,000	
65535 - REHAB LOANS	208,575	165,000	150,000	500,000	
Miscellaneous	\$ 85,660	\$ 43,000	\$ 32,500	\$ 52,500	
62490 - OTHER PROGRAM COSTS	66,526	40,500	30,000	50,000	
62770 - MISCELLANEOUS	19,133	2,500	2,500	2,500	
Insurance and Other Chargebacks	\$ 11,532	\$ -	\$ -	\$ -	
62740 - OTHER CHARGES-CHARGEBACK	11,532	-	-	-	
Community Sponsored Organizations	\$ 8,927	\$ 70,000	\$ 15,000	\$ 20,000	
63095 - HANDYMAN PROGRAM	8,927	-	15,000	20,000	
68325 - BLIGHT REDUCTION EXPENSE	-	70,000	-	-	
Grand Total	\$ 360,323	\$ 489,300	\$ 428,233	\$ 1,027,697	



2019 ADOPTED BUDGET - OTHER FUNDS

#300 – Washington National TIF

Fund Description

The City Council adopted the Washington National Tax Increment Financing District (TIF) on September 15, 1994. This TIF expired in 2017, with last collection of incremental property taxes in 2018. 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 TIF closed on 12/31/2018.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	5,249,949	5,750,000	5,750,000	-
Interest Income	45,924	20,000	20,000	-
Total Revenue	\$ 5,295,873	\$ 5,770,000	\$ 5,770,000	\$ -
Operating Expenses				
Services and Supplies	2,007	2,000,000	500,000	-
Miscellaneous	98,672	100,000	100,000	-
Interfund Transfers	5,557,325	7,107,040	10,432,544	-
Total Expenses	\$ 5,658,005	\$ 9,207,040	\$ 11,032,544	\$ -
Net Surplus (Deficit)	\$ (362,132)	\$ (3,437,040)	\$ (5,262,544)	\$ -
Beginning Fund Balance	\$ 5,624,676		\$ 5,262,544	\$ -
Ending Fund Balance	\$ 5,262,544		\$ -	\$ -

300 WASHINGTON NATIONAL TIF FUND	FY 2017 Actual	FY 2018 Adopted	FY 2018 Year End	FY 2019 Adopted
	Amount	Budget	Estimated	Budget
Services and Supplies	\$ 2,007	\$ 2,000,000	\$ 500,000	\$ -
62185 - CONSULTING SERVICES	2,007	-	-	-
62665 - CONTRIB TO OTHER AGENCIES	-	2,000,000	500,000	-
Miscellaneous	\$ 98,672	\$ 100,000	\$ 100,000	\$ -
62605 - OTHER CHARGES	98,672	100,000	100,000	-
Interfund Transfers	\$ 5,557,325	\$ 7,107,040	\$ 10,432,544	\$ -
66020 - TRANSFERS TO OTHER FUNDS	4,120,636	4,167,040	3,227,704	-
66131 - TRANSFER TO GENERAL FUND	500,000	550,000	1,628,138	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	936,689	2,390,000	5,576,702	-
Grand Total	\$ 5,658,005	\$ 9,207,040	\$ 11,032,544	\$ -



2019 ADOPTED BUDGET - OTHER FUNDS

#310 – Howard-Hartrey TIF

Fund Description

The City Council adopted the Southwest II Tax Increment Finance (TIF) District – also called the Howard-Hartrey TIF – on April 27, 1992. This TIF expired in 2015, with the last collection of incremental property taxes in 2016. The TIF District consisted 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 was \$39,266,932, of which the City provided \$7,390,000 in land acquisition and public improvement costs.

This fund was responsible for the payment of principal and interest on any outstanding debt service associated with this TIF. The debt service payment schedule was extended through FY 2015.

The TIF was expanded to include property north of the existing TIF that included property at 222 Hartrey Avenue, a property acquired for use by the car dealership, Autobarn. Approximately \$2,500,000 was approved by City Council in April 2014 in support of rehabilitation at the property. Work on this project was completed in mid-2016 and the property has been utilized for repairs and inventory for Evanston’s only car dealership. Final distribution of remaining TIF funds was made to Cook County in 2017 and this TIF is now closed.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Interest Income	1,320	-	-	-
Total Revenue	\$ 1,320	\$ -	\$ -	\$ -
Operating Expenses				
Miscellaneous	599,668	-	-	-
Interfund Transfers	45,326	-	-	-
Total Expenses	\$ 644,994	\$ -	\$ -	\$ -
Net Surplus (Deficit)	\$ (643,673)	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 643,673			
Ending Fund Balance	\$ -			

310 HOWARD-HARTREY TIF FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Miscellaneous	\$ 599,668	\$ -	\$ -	\$ -
69010 - SURPLUS DISTRIBUTION	599,668	-	-	-
Interfund Transfers	\$ 45,325	\$ -	\$ -	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	45,326	-	-	-
Grand Total	\$ 644,993	\$ -	\$ -	\$ -



2019 ADOPTED BUDGET - OTHER FUNDS

#320 – Debt Service

Fund Description

The budgeted property tax revenue for FY 2019 is on the cash basis and represents 2018 levy, which will primarily be received in calendar year 2019. The FY 2019 expenditures are budgeted on cash basis and are the actual payments required to be made during the fiscal year according to debt maturity schedules.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	10,797,411	10,879,993	10,711,869	10,879,993
Other Revenue	8,966,396	-	7,106,440	-
Interfund Transfers	2,895,561	3,460,821	3,651,274	4,676,744
Intergovernmental Revenue	-	83,292	83,292	87,457
Interest Income	36,782	1,500	45,937	1,500
Total Revenue	\$ 22,696,150	\$ 14,425,606	\$ 21,598,812	\$ 15,645,694
Operating Expenses				
Services and Supplies	100,625	120,000	43,874	120,000
Miscellaneous	(57)	-	-	-
Debt Service	23,099,797	14,177,257	21,770,745	14,647,219
Total Expenses	\$ 23,200,365	\$ 14,297,257	\$ 21,814,619	\$ 14,767,219
Net Surplus (Deficit)	\$ (504,215)	\$ 128,349	\$ (215,807)	\$ 878,475
Beginning Fund Balance	\$ 745,996		\$ 241,781	\$ 25,974
Ending Fund Balance	\$ 241,781		\$ 25,974	\$ 904,449

320 DEBT SERVICE FUND	FY 2017 Actual	FY 2018 Adopted	FY 2018 Year End	FY 2019 Adopted
	Amount	Budget	Estimated	Budget
Services and Supplies	\$ 100,625	\$ 120,000	\$ 43,874	\$ 120,000
62350 - FISCAL AGENT SERVICES	2,275	120,000	-	120,000
62716 - BOND ISSUANCE COSTS	98,350	-	43,874	-
Miscellaneous	\$ (57)	\$ -	\$ -	\$ -
62605 - OTHER CHARGES	(57)	-	-	-
Debt Service	\$ 23,099,797	\$ 14,177,257	\$ 21,770,745	\$ 14,647,219
68305 - DEBT SERVICE- PRINCIPAL	19,253,328	10,346,234	17,257,414	9,517,156
68315 - DEBT SERVICE- INTEREST	3,846,469	3,831,023	4,513,331	5,130,063
Grand Total	\$ 23,200,365	\$ 14,297,257	\$ 21,814,619	\$ 14,767,219



2019 ADOPTED BUDGET - OTHER FUNDS

#330 – Howard-Ridge TIF

Fund Description

The City Council adopted the Howard-Ridge Tax Increment Financing (TIF) District on January 26, 2004. This TIF will expire in 2027, with last year of collection in 2028. 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.

This TIF district has supported the residential development at 415 Howard Street and the revitalization of commercial buildings at 629-631, 623, 633, and 727 Howard Street. A new theater located at 721-723 Howard Street was completed by the end of 2018 and the City will begin construction of a mixed use housing/retail development at the northwest corner of Howard Street and Chicago Avenue.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	583,827	605,000	605,000	655,000
Other Revenue	32,000	3,780,000	3,653,577	5,366
Interest Income	22	400	400	400
Total Revenue	\$ 615,848	\$ 4,385,400	\$ 4,258,977	\$ 660,766
Operating Expenses				
Services and Supplies	307,391	461,500	474,531	400,000
Capital Outlay	-	3,200,000	3,459,946	-
Debt Service	995	960,000	-	-
Interfund Transfers	60,000	60,000	105,318	346,225
Total Expenses	\$ 368,386	\$ 4,681,500	\$ 4,039,795	\$ 746,225
Net Surplus (Deficit)	\$ 247,462	\$ (296,100)	\$ 219,182	\$ (85,459)
Beginning Fund Balance	\$ (84)		\$ 247,378	\$ 466,560
Ending Fund Balance	\$ 247,378		\$ 466,560	\$ 381,101

330 HOWARD-RIDGE TIF FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ 307,391	\$ 461,500	\$ 474,531	\$ 400,000
62185 - CONSULTING SERVICES	1,788	-	1,031	-
62205 - ADVERTISING	27	-	-	-
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	37,971	23,000	35,000	25,000
62705 - BANK SERVICE CHARGES	1,373	-	-	-
62706 - REVENUE SHARING AGREEMENTS	262,846	433,500	433,500	370,000
64015 - NATURAL GAS	3,387	5,000	5,000	5,000
Capital Outlay	\$ -	\$ 3,200,000	\$ 3,459,946	\$ -
62483 - DEVELOPER FEES	-	1,700,000	1,959,946	-
65509 - PROPERTY REHAB WORK	-	1,500,000	1,500,000	-
Debt Service	\$ 995	\$ 960,000	\$ -	\$ -
68305 - DEBT SERVICE- PRINCIPAL	-	900,000	-	-
68315 - DEBT SERVICE- INTEREST	995	60,000	-	-
Interfund Transfers	\$ 60,000	\$ 60,000	\$ 105,318	\$ 346,225
66131 - TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000
69320 - TRANSFERS TO DEBT SERVICE FUND	-	-	45,318	286,225
Grand Total	\$ 368,386	\$ 4,681,500	\$ 4,039,795	\$ 746,225



2019 ADOPTED BUDGET - OTHER FUNDS

#335 – West Evanston TIF

Fund Description

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 Avenues, 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.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	43,503	-	220,150	220,000
Other Revenue	12,339	-	10,000	11,000
Interest Income	3,898	150	5,000	4,000
Total Revenue	\$ 59,741	\$ 150	\$ 235,150	\$ 235,000
Operating Expenses				
Services and Supplies	2,007	-	1,031	-
Debt Service	12,227	10,000	17,000	613,000
Interfund Transfers	30,000	30,000	30,000	30,000
Total Expenses	\$ 44,235	\$ 40,000	\$ 48,031	\$ 643,000
Net Surplus (Deficit)	\$ 15,506	\$ (39,850)	\$ 187,119	\$ (408,000)
Beginning Fund Balance	\$ 417,260		\$ 432,766	\$ 619,885
Ending Fund Balance	\$ 432,766		\$ 619,885	\$ 211,885

335 WEST EVANSTON TIF FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ 2,007	\$ -	\$ 1,031	\$ -
62185 - CONSULTING SERVICES	2,007	-	1,031	-
Debt Service	\$ 12,227	\$ 10,000	\$ 17,000	\$ 613,000
68305 - DEBT SERVICE- PRINCIPAL	-	-	-	600,000
68315 - DEBT SERVICE- INTEREST	12,227	10,000	17,000	13,000
Interfund Transfers	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
66131 - TRANSFER TO GENERAL FUND	30,000	30,000	30,000	30,000
Grand Total	\$ 44,235	\$ 40,000	\$ 48,031	\$ 643,000



2019 ADOPTED BUDGET - OTHER FUNDS

#340 – Dempster-Dodge TIF

Fund Description

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 development - The Evanston Plaza Shopping Center - located at the southwest corner of the intersection of Dempster Street and Dodge Avenue.

The City Council approved a \$2 million forgivable loan for site improvements in 2013.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	48,001	275,000	275,000	275,000
Other Revenue	2,067,512	-	-	-
Interest Income	1		15	
Total Revenue	\$ 2,115,514	\$ 275,000	\$ 275,015	\$ 275,000
Operating Expenses				
Services and Supplies	38,588	-	1,031	-
Debt Services	2,053,521	72,666	-	-
Interfund Transfers	-	-	74,104	70,870
Total Expenses	\$ 2,092,108	\$ 72,666	\$ 75,135	\$ 70,870
Net Surplus (Deficit)	\$ 23,406	\$ -	\$ 199,880	\$ 204,130
Beginning Fund Balance	\$ 17,397		\$ (6,009)	\$ 193,871
Ending Fund Balance	\$ (6,009)		\$ 193,871	\$ 398,001

340 DEMPSTER-DODGE TIF FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ 38,588	\$ -	\$ 1,031	\$ -
62185 - CONSULTING SERVICES	-	-	1,031	-
62716 - BOND ISSUANCE COSTS	38,588	-	-	-
Debt Service	\$ 2,053,521	\$ 72,666	\$ -	\$ -
67210 - LOAN PAYMENT	2,000,000	-	-	-
68315 - DEBT SERVICE- INTEREST	53,521	72,666	-	-
Interfund Transfers	\$ -	\$ -	\$ 74,104	\$ 70,870
66131 - TRANSFER TO GENERAL FUND	-	-	-	5,000
69320 - TRANSFERS TO DEBT SERVICE FUND	-	-	74,104	65,870
Grand Total	\$ 2,092,108	\$ 72,666	\$ 75,135	\$ 70,870



2019 ADOPTED BUDGET- OTHER FUNDS

#345 – Chicago-Main TIF

Fund Description

The City Council adopted the Chicago-Main Tax Increment Financing (TIF) district #8 in January 2013. The goal of this TIF district is to support the continued development of the thriving business district located near the intersection of Chicago Avenue and Main Street. In October 2013, the Chicago Main TIF Advisory Committee held its inaugural meeting. This committee reviews all expenditures from the TIF and provides recommendations to the City Council prior to review of any expenditure from the TIF. In 2015, this TIF provided \$2.9 million in financial assistance to Riverside Development for construction of approximately 10,000 square feet of office space in the mixed use building at the southeast corner of Chicago Avenue and Main Street. The space has since been leased to Multilingual Connections and Fusion Academy.

Engineering work in this TIF area began in 2018, funded through the Capital Improvements Fund, with debt services expenses beginning in 2019. Water main and streetscape construction work is expected to begin in 2020.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	75,430	425,000	210,735	225,000
Other Revenue	3,520,189	-	-	-
Total Revenue	\$ 3,520,189	\$ 425,000	\$ 210,735	\$ 225,000
Operating Expenses				
Services and Supplies	58,113	-	-	-
Capital Outlay	580,000	-	-	-
Debt Service	3,031,398	108,999	-	-
Interfund Transfers	-	-	107,561	100,610
Total Expenses	\$ 3,669,511	\$ 108,999	\$ 107,561	\$ 100,610
Net Surplus (Deficit)	\$ (149,323)	\$ 316,001	\$ 103,174	\$ 124,390
Beginning Fund Balance	\$ 210,516		\$ 61,193	\$ 164,367
Ending Fund Balance	\$ 61,193		\$ 164,367	\$ 288,757

345 CHICAGO-MAIN TIF	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ 58,113	\$ -	\$ -	\$ -
62185 - CONSULTING SERVICES	2,012	-	-	-
62716 - BOND ISSUANCE COSTS	56,102	-	-	-
Capital Outlay	\$ 580,000	\$ -	\$ -	\$ -
62483 - DEVELOPER FEES	580,000	-	-	-
Debt Service	\$ 3,031,398	\$ 108,999	\$ -	\$ -
67210 - LOAN PAYMENT	3,000,000	-	-	-
68315 - DEBT SERVICE- INTEREST	31,398	108,999	-	-
Interfund Transfers	\$ -	\$ -	\$ 107,561	\$ 100,610
66131 - TRANSFER TO GENERAL FUND	-	-	-	5,000
69320 - TRANSFERS TO DEBT SERVICE FUND	-	-	107,561	95,610
Grand Total	\$ 3,669,511	\$ 108,999	\$ 107,561	\$ 100,610



2019 ADOPTED BUDGET - OTHER FUNDS

#350 – Special Service Area #6

Fund Description

The City Council adopted Special Service Area #6 (SSA #6) on July 13, 2015. Special Service Area #6 is comprised of the commercial areas of Dempster Street, Chicago Avenue, and Main Street between Hinman and Maple. SSA #6 is intended to provide marketing as well as aesthetic and streetscape improvements such as signage, lighting, landscaping, public art, and holiday decorations to the area. SSA #6 will remain in place for 12 years, for which the tax cap will be set at 0.45% of the equalized assessed value. SSA6 is managed by The Main Dempster Mile organization, an Illinois not-for-profit corporation.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	215,245	221,000	221,000	221,000
Interest Income	21	500	50	500
Total Revenue	\$ 215,266	\$ 221,500	\$ 221,050	\$ 221,500
Operating Expenses				
Services and Supplies	213,354	221,500	221,500	221,500
Interfund Transfers	78,000	-	-	-
Total Expenses	\$ 291,354	\$ 221,500	\$ 221,500	\$ 221,500
Net Surplus (Deficit)	\$ (76,088)	\$ -	\$ (450)	\$ -
Beginning Fund Balance	\$ 78,295	\$ 2,207	\$ 2,207	\$ 1,757
Ending Fund Balance	\$ 2,207	\$ -	\$ 1,757	\$ 1,757

	FY 2017 Actual	FY 2018 Adopted	FY 2018 Year End	FY 2019 Adopted
	Amount	Budget	Estimated	Budget
350 SPECIAL SERVICE AREA (SSA) #6 FUND				
Services and Supplies	\$ 213,354	\$ 221,500	\$ 221,500	\$ 221,500
62272 - OTHER PROFESSIONAL SERVICES	213,354	221,500	221,500	221,500
Interfund Transfers	\$ 78,000	\$ -	\$ -	\$ -
66131 - TRANSFER TO GENERAL FUND	78,000	-	-	-
Grand Total	\$ 291,354	\$ 221,500	\$ 221,500	\$ 221,500



2019 ADOPTED BUDGET - OTHER FUNDS

#415 – Capital Improvements

Fund Description

This fund accounts for all capital outlay expenditures not financed by annual operations or maintenance budgets included in other funds as outlined in the detailed Capital Improvement Plan. Projects financed in the Capital Improvements Fund are developed as part of a multi-year long-term program to construct, rehabilitate or otherwise improve physical city assets, including (but not limited to) streets, water main, sewer, bridges, sidewalks, facilities, parks, and the water treatment plant. More information on projects can be found in the detailed Capital Improvement Plan in Part VI of the budget document.

Fund Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	11,246,149	12,002,000	9,755,000	9,000,000
Licenses, Permits and Fees	359,706	-	-	-
Charges for Services	33,339	-	-	-
Interfund Transfers	787,177	6,450,000	6,450,000	715,000
Intergovernmental Revenue	530,812	4,190,000	80,000	3,970,000
Interest Income	56,607	-	60,000	-
Total Revenue	\$ 13,013,790	\$ 22,642,000	\$ 16,345,000	\$ 13,685,000
Operating Expenses				
Salary and Benefits	5,392	85,527	648,862	648,393
Services and Supplies	1,627,607	-	-	-
Capital Outlay	13,582,482	29,712,000	19,858,617	13,612,156
Interfund Transfers	500,000	500,000	500,000	-
Total Expenses	\$ 15,715,481	\$ 30,297,527	\$ 21,007,479	\$ 14,260,549
Net Surplus (Deficit)	\$ (2,701,691)	\$ (7,655,527)	\$ (4,662,479)	\$ (575,549)
Beginning Fund Balance	\$ 11,460,164		\$ 8,758,473	\$ 4,095,994
Ending Fund Balance	\$ 8,758,473		\$ 4,095,994	\$ 3,520,445

415 CAPITAL IMPROVEMENTS FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 5,392	\$ 85,527	\$ 648,862	\$ 648,393
61010 - REGULAR PAY	4,036	85,527	485,785	497,222
61510 - HEALTH INSURANCE	677	-	73,859	75,878
61615 - LIFE INSURANCE	-	-	633	641
61625 - AUTO ALLOWANCE	-	-	3,850	2,925
61626 - CELL PHONE ALLOWANCE	-	-	1,652	1,260
61630 - SHOE ALLOWANCE	-	-	460	-
61710 - IMRF	380	-	46,057	31,804
61725 - SOCIAL SECURITY	242	-	29,635	31,180
61730 - MEDICARE	57	-	6,931	7,483
Services and Supplies	\$ 1,672,608	\$ -	\$ -	\$ -
62145 - ENGINEERING SERVICES	1,370,698	-	-	-
62205 - ADVERTISING	29,892	-	-	-
62716 - BOND ISSUANCE COSTS	262,953	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	9,064	-	-	-
Capital Outlay	\$ 13,582,482	\$ 29,712,000	\$ 19,858,617	\$ 13,612,156
65515 - OTHER IMPROVEMENTS	13,582,482	29,712,000	19,858,617	12,567,343
65516 - CAPITAL OUTLAY	-	-	-	1,044,813
Interfund Transfers	\$ 500,000	\$ 500,000	\$ 500,000	\$ -
66131 - TRANSFER TO GENERAL FUND	500,000	500,000	500,000	-
Grand Total	\$ 15,760,481	\$ 30,297,527	\$ 21,007,479	\$ 14,260,549



2019 ADOPTED BUDGET - OTHER FUNDS

#416 – Crown Construction Fund

Fund Description

The Crown Construction Fund was created in 2018 for the purpose of tracking revenues and expenditures related to the construction of the Robert Crown Community Center, Ice Complex, and Library. It has been the practice of the City of Evanston to create discrete funds for major construction projects.

The project will be partially funded through private fundraising led by the Friends of the Robert Crown Center, a 501(c)(3) organization. Fundraising revenues will be given from FRCC as a donation to the City for the construction of the new facility. The project is also financed by general obligation bond proceeds, a portion of which were received in 2018 with the remainder budgeted in 2019. Construction began in the summer of 2018 and will continue through 2020.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	900,000	11,500,000	28,500,000	17,605,498
Interfund Transfers	649,512	-	-	-
Intergovernmental Revenue	-	-	1,250,000	1,250,000
Interest Income	-	-	60,000	50,000
Total Revenue	\$ 1,549,512	\$ 11,500,000	\$ 29,810,000	\$ 18,905,498

Operating Expenses

Services and Supplies	638,727	1,634,000	-	-
Capital Outlay	369,924	8,000,000	20,000,000	23,670,000
Total Expenses	\$ 1,008,651	\$ 9,634,000	\$ 20,000,000	\$ 23,670,000

Net Surplus (Deficit)	\$ 540,861	\$ 1,866,000	\$ 9,810,000	\$ (4,764,502)
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Beginning Fund Balance	\$ -		\$ 540,861	\$ 10,350,861
Ending Fund Balance	\$ 540,861		\$ 10,350,861	\$ 5,586,359

416 CROWN CONSTRUCTION FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ 638,727	\$ 1,634,000	\$ -	\$ -
62145 - ENGINEERING SERVICES	638,727	1,632,000	-	-
62205 - ADVERTISING	-	2,000	-	-
Capital Outlay	\$ 369,924	\$ 8,000,000	\$ 20,000,000	\$ 23,670,000
65515 - OTHER IMPROVEMENTS	369,924	8,000,000	20,000,000	23,670,000
Grand Total	\$ 1,008,651	\$ 9,634,000	\$ 20,000,000	\$ 23,670,000



2019 ADOPTED BUDGET - OTHER FUNDS

#420 – Special Assessment

Fund Description

The Special Assessment Fund serves as a collection center for special assessments by residential homeowners for their share of the cost of alley paving.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	-	250,000	277,004	250,000
Interest Income	31,207	31,200	17,375	38,000
Special Assessment	237,012	180,167	103,100	180,167
Total Revenue	\$ 268,219	\$ 461,367	\$ 397,479	\$ 468,167
Operating Expenses				
Salary and Benefits	694	71,790	71,960	-
Services and Supplies	5,613	-	1,903	-
Capital Outlay	-	-	-	650,000
Debt Service	-	-	303,736	-
Interfund Transfers	263,427	513,427	476,984	286,955
Total Expenses	\$ 269,734	\$ 585,217	\$ 854,583	\$ 936,955
Net Surplus (Deficit)	\$ (1,516)	\$ (123,850)	\$ (457,104)	\$ (468,788)
Beginning Fund Balance	\$ 2,999,216		\$ 2,997,700	\$ 2,540,596
Ending Fund Balance	\$ 2,997,700		\$ 2,540,596	\$ 2,071,808

420 SPECIAL ASSESSMENT FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 694	\$ 71,790	\$ 71,960	\$ -
61010 - REGULAR PAY	524	71,790	54,134	-
61510 - HEALTH INSURANCE	83	-	7,553	-
61615 - LIFE INSURANCE	-	-	36	-
61710 - IMRF	49	-	5,709	-
61725 - SOCIAL SECURITY	31	-	3,670	-
61730 - MEDICARE	7	-	858	-
Services and Supplies	\$ 5,613	\$ -	\$ 1,903	\$ -
62716 - BOND ISSUANCE COSTS	5,613	-	1,903	-
Capital Outlay	\$ -	\$ -	\$ -	\$ 650,000
65515 - OTHER IMPROVEMENTS	-	-	-	650,000
Interfund Transfers	\$ 263,427	\$ 513,427	\$ 476,984	\$ 286,955
66020 - TRANSFERS TO OTHER FUNDS	263,427	263,427	226,984	-
66026 - TRANSFER TO DEBT SERVICE	-	-	-	194,955
66131 - TRANSFER TO GENERAL FUND	-	-	-	92,000
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	250,000	250,000	-
Grand Total	\$ 269,734	\$ 585,217	\$ 854,583	\$ 936,955



2019 ADOPTED BUDGET - OTHER FUNDS

#505 – Parking

Fund Description

The Parking Fund is a City of Evanston Enterprise Fund that generates revenues from the fees paid for the use of metered parking spaces by the general public, the lease of office space, fees charged for the use of surface lots, and parking spaces at the City parking garages and lots.

Generally Accepted Accounting Principles (GAAP) require state and local governments to use the enterprise fund type to account for “business-type activities” – activities similar to those found in the private sector. Business-type activities include services primarily funded through user charges.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Other Revenue	253,523	193,316	209,000	202,020
Licenses, Permits and Fees	1,900	-	3,000	-
Charges for Services	6,303,624	6,676,575	6,904,400	10,343,855
Fines and Forfeitures	-	-	-	-
Interfund Transfers	4,120,636	4,217,040	3,037,700	-
Intergovernmental Revenue	-	12,125	-	-
Interest Income	62,067	35,070	45,000	20,000
Total Revenue	\$ 10,741,750	\$ 11,134,126	\$ 10,199,100	\$ 10,565,875
Operating Expenses				
Salary and Benefits	1,675,404	1,849,028	1,807,859	1,996,976
Services and Supplies	3,172,070	3,451,775	3,397,131	3,546,775
Miscellaneous	267,436	304,000	304,000	304,000
Insurance and Other Chargebacks	319,648	319,648	319,648	333,969
Capital Outlay	280,311	2,450,000	150,000	3,510,000
Community Sponsored Organizations	-	-	-	-
Contingencies	4,246	11,000	9,000	11,000
Debt Service	267,734	3,070,625	3,070,625	34,354
Depreciation Expense	2,561,771	-	-	-
Interfund Transfers	1,584,683	1,440,417	1,440,417	3,512,807
Total Expenses	\$ 10,133,302	\$ 12,896,493	\$ 10,498,680	\$ 13,249,881
Net Surplus (Deficit)	\$ 608,448	\$ (1,762,367)	\$ (299,580)	\$ (2,684,006)
Beginning Fund Balance	\$ 4,102,253		\$ 4,710,701	\$ 4,411,121
Ending Fund Balance	\$ 4,710,701		\$ 4,411,121	\$ 1,727,115

2019 Initiatives

- Continue to develop strategies to provide adequate and reasonable parking for business and employees in partnership with Community and Economic Development in an effort to bring business opportunities to the City. This is a continuing initiative in every fiscal year.
- Develop an RFP/Bid Document to select a firm by January of 2019 for the installation of cameras in the three downtown parking decks. The current equipment has reached the end of its useful life cycle and needs to be upgraded and replaced.
- Develop an RFP/Bid Document to select a firm by March of 2019 for the hardwiring of fiber optic network cables of the three downtown parking garages.
- Work with Revenue and Collections office to implement a new residential and visitor permitting system utilizing Passport.



2019 ADOPTED BUDGET - OTHER FUNDS

#505 – Parking

- Work with the City Manager’s Office and school districts in reorganizing the administration of school crossing guards to ensure effective, complete and efficient traffic safety of Evanston’s youth.
- Continue development and implementation of new wheel tax administration and management utilizing Passport.
- Continue ahead with meter modernization program and replace downtown single space parking meters with multi-space machines.

505 PARKING SYSTEM FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 1,675,404	\$ 1,849,028	\$ 1,807,859	\$ 1,996,976
61010 - REGULAR PAY	1,037,120	1,403,446	1,281,220	1,482,953
61050 - PERMANENT PART-TIME	432	-	3,840	-
61110 - OVERTIME PAY	26,304	26,000	30,927	26,000
61415 - TERMINATION PAYOUTS	6,372	-	3,388	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,610	-	1,327	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	6,806	-	-	-
61447 - OPEB EXPENSES	2,986	-	-	-
61510 - HEALTH INSURANCE	233,183	237,950	256,707	288,566
61610 - DENTAL INSURANCE	99	-	-	-
61615 - LIFE INSURANCE	373	716	873	1,002
61626 - CELL PHONE ALLOWANCE	364	336	-	-
61630 - SHOE ALLOWANCE	2,375	1,473	2,375	2,375
61710 - IMRF	277,691	89,203	127,875	87,895
61725 - SOCIAL SECURITY	64,583	72,861	80,501	87,677
61730 - MEDICARE	15,104	17,043	18,826	20,508
Services and Supplies	\$ 3,172,070	\$ 3,451,775	\$ 3,397,131	\$ 3,546,775
61060 - SEASONAL EMPLOYEES	-	5,833	5,833	5,833
62205 - ADVERTISING	75	-	-	-
62210 - PRINTING	-	83	-	83
62225 - BLDG MAINTENANCE SERVICES	-	14,000	6,000	14,000
62230 - IMPROVEMENT MAINT SERVICE	20,527	30,000	30,000	30,000
62245 - OTHER EQMT MAINTENANCE	100,478	55,740	55,740	55,740
62275 - POSTAGE CHARGEBACKS	51	2,000	2,000	2,000
62295 - TRAINING & TRAVEL	243	1,100	1,100	1,100
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	237	-	-	-
62350 - FISCAL AGENT SERVICES	250	500	-	500
62360 - MEMBERSHIP DUES	-	1,000	1,000	1,000
62375 - RENTALS	59,027	62,000	62,000	62,000
62400 - CONTRACT SVC-PARKING GARAGE	1,635,777	1,672,588	1,647,000	1,672,588
62425 - ELEVATOR CONTRACT COSTS	80,773	105,700	100,000	105,700
62431 - ARMORED CAR SERVICES	64,419	65,000	65,000	65,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	64,707	294,100	331,100	394,100
62635 - OTHER INSURANCE	-	35,000	-	-
62655 - LEASE PAYMENTS	5,000	-	-	-
62660 - BUSINESS ATTRACTION	84,621	95,000	85,000	95,000
62705 - BANK SERVICE CHARGES	458,932	362,900	375,000	392,900
64005 - ELECTRICITY	282,377	319,000	294,000	319,000
64015 - NATURAL GAS	1,120	1,100	1,100	1,100
64505 - TELECOMMUNICATIONS	51,777	56,100	55,500	56,100
64540 - TELECOMMUNICATIONS - WIRELESS	7,258	2,700	3,427	2,700
65005 - AGRI/BOTANICAL SUPPLIES	-	4,000	4,000	4,000
65020 - CLOTHING	-	833	833	833
65040 - JANITORIAL SUPPLIES	-	600	600	600
65045 - LICENSING/REGULATORY SUPP	-	4,165	4,165	4,165
65050 - BLDG MAINTENANCE MATERIAL	11,150	27,500	17,500	27,500
65070 - OFFICE/OTHER EQT MTN MATL	242,842	230,000	246,000	230,000
65085 - MINOR EQUIPMENT & TOOLS	430	833	833	833
65090 - SAFETY EQUIPMENT	-	1,500	1,500	1,500
65095 - OFFICE SUPPLIES	-	900	900	900
Miscellaneous	\$ 267,436	\$ 304,000	\$ 304,000	\$ 304,000
62603 - DIVVY OPERATING EXPENSES	267,436	304,000	304,000	304,000
Insurance and Other Chargebacks	\$ 319,648	\$ 319,648	\$ 319,648	\$ 333,969
66130 - TRANSFER TO INSURANCE	319,648	319,648	319,648	333,969
Capital Outlay	\$ 280,311	\$ 2,450,000	\$ 150,000	\$ 3,510,000
65515 - OTHER IMPROVEMENTS	280,311	2,450,000	150,000	3,510,000
Contingencies	\$ 4,246	\$ 11,000	\$ 9,000	\$ 11,000
68205 - CONTINGENCIES	4,246	11,000	9,000	11,000
Debt Service	\$ 267,734	\$ 3,070,625	\$ 3,070,625	\$ 34,354
68305 - DEBT SERVICE- PRINCIPAL	-	2,964,363	2,964,363	33,256
68315 - DEBT SERVICE- INTEREST	267,734	106,262	106,262	1,098
Depreciation Expense	\$ 2,561,771	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	2,561,771	-	-	-
Interfund Transfers	\$ 1,584,683	\$ 1,440,417	\$ 1,440,417	\$ 3,512,807
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	23,783	159,517	159,517	159,517
62309 - RENTAL OF AUTO REPLACEMENT	30,900	30,900	30,900	30,900
66131 - TRANSFER TO GENERAL FUND	1,210,000	900,000	900,000	2,972,390
66133 - TRANSFER TO GF-METER REVENUE	320,000	-	-	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	350,000	350,000	350,000
Grand Total	\$ 10,133,302	\$ 12,896,493	\$ 10,498,680	\$ 13,249,881



2019 ADOPTED BUDGET - OTHER FUNDS

#510 - 513 – Water

Fund Description

The Water Fund includes operations and capital improvements for all divisions at the Water Treatment Plant as well as the Distribution Division. The Evanston Water Treatment Plant supplies water to the City of Evanston, Village of Skokie, the Northwest Water Commission (Arlington Heights, Buffalo Grove, Palatine, Wheeling, and Des Plaines) and the Morton Grove / Niles Water Commission.

In 2018, Evanston finalized a 40-year Water Supply Agreement with the village of Lincolnwood to provide them with wholesale water. The water delivery begins in late 2019 and will generate an estimated \$500,000 per year in additional revenue for the City of Evanston.

Administration Division

The Administration Division manages the water utility workforce, coordinates operations between divisions, and oversees the Evanston Water Utility's key business processes, including water billing for our customer communities.

Pumping Division

The Pumping Division oversees the City's three lake water intakes, pumping of raw water to the start of the water treatment process, pumping treated water to retail and wholesale customers, and operation of Evanston's treated water storage facilities and remote water pumping stations. This includes monitoring and operation of water storage facilities in Skokie's water distribution system, as well as controlling the rate of supply to the Northwest Water Commission. The Pumping Division also coordinates with the Distribution Division to maintain adequate pressure in the Evanston and Skokie water distribution systems during water main shutdowns and distribution system maintenance.

Filtration Division

The Filtration Division manages the water treatment process, including chemical addition, sedimentation, filtration, and disinfection. The Filtration Division includes the City's Water Quality Lab, which monitors Evanston's drinking water for compliance with water quality regulations and completes regular reporting to the public and the Illinois Environmental Protection Agency to certify the quality of Evanston's water.

Distribution Division

The Distribution Division manages operation, maintenance, and repair of the City's water mains, valves, fire hydrants, and the City's portion of water service lines. This includes repairing water main breaks and water service leaks; and installing new valves, hydrants, and water mains to improve the operation and efficiency of Evanston's water distribution system. Annual maintenance programs administered also include water main leak detection, valve exercising, and fire hydrant testing. The Distribution Division also coordinates with the Filtration Division to perform monthly water quality sampling in buildings throughout Evanston, and administers the City's cross connection control program. These two programs ensure that water remains safe to drink after leaving the water treatment plant.

Meter Division

The Meter Division coordinates water meter reading and billing for Evanston's 14,500 retail water and sewer customers, working with the City Collector's Office to process water/sewer bill payments and cross connection control fees. The Meter Division also works with the Distribution Division to manage replacement of damaged and obsolete water meters, accuracy testing for large water meters, water service shutoff/restoration, and billing of cross connection control fees. Meter Division staff also manage the



2019 ADOPTED BUDGET - OTHER FUNDS

#510 - 513 – Water

City's Advance Metering Information (AMI) system, which generates automated hourly meter reads and leak alerts for customers to help reduce water loss.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	294,812	27,333,656	5,080,000	23,194,160
Licenses, Permits and Fees	86,063	70,000	50,000	50,000
Charges for Services	17,255,947	18,267,000	17,217,589	22,615,529
Interfund Transfers	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Interest Income	35,784	25,000	130,000	40,000
Total Revenues	\$ 17,672,605	\$ 45,695,656	\$ 22,477,589	\$ 45,899,689
Operating Expenses				
Salary and Benefits	5,958,873	5,614,331	5,674,411	5,533,772
Services and Supplies	2,528,863	4,655,410	4,678,716	6,231,350
Miscellaneous	2	15,000	15,000	42,000
Insurance and Other Chargebacks	468,492	468,492	468,492	489,481
Capital Outlay	(192,125)	29,346,200	5,665,200	30,345,500
Community Sponsored Organizations	-	-	-	-
Contingencies	-	1,000	1,000	1,000
Debt Service	717,388	1,960,760	2,024,167	2,081,841
Depreciation Expense	2,470,280	-	-	-
Interfund Transfers	6,327,314	3,602,313	3,602,313	3,932,313
Total Expenses	\$ 18,279,088	\$ 45,663,506	\$ 22,129,299	\$ 48,657,257
Net Surplus (Deficit)	\$ (606,483)	\$ 32,150	\$ 348,290	\$ (2,757,568)
Beginning Fund Balance	\$ 7,169,278		\$ 6,562,795	\$ 6,911,085
Ending Fund Balance	\$ 6,562,795		\$ 6,911,085	\$ 4,153,517

<u>FY 2019 City Council Goal</u>	<u>Department Initiative</u>
Stabilize Long Term City Finances	Be a leader in the public drinking water industry by providing high quality service to over 450,000 customers in ten communities, including vigilantly monitoring the quality and quantity of water provided to our customers.
Stabilize Long Term City Finances	Commence supplying drinking water to the Village of Lincolnwood during the fourth quarter of 2019.
Invest in City Infrastructure and Facilities	Complete modifications to the South Standpipe Pump Station including motor controls, electrical system and pumping station building improvements.
Invest in City Infrastructure and Facilities	Begin construction to replace the City's 5M gallon finished water Clearwell originally built in 1934.
Invest in City Infrastructure and Facilities	Coordinate capital improvement projects with the Street Resurfacing Program and with TIF District improvement projects to ensure cost-effective and efficient use of capital improvement funding.



2019 ADOPTED BUDGET - OTHER FUNDS

#510 - 513 – Water

2019 Initiatives

- Be a leader in the public drinking water industry by providing high quality service to over 450,000 customers in ten communities, including vigilantly monitoring the quality and quantity of water provided to our customers.
- Assure the quality and reliability of the potable water supply by beginning a major water treatment plant improvement with the replacement of the City’s 5M gallon finished water Clearwell built in 1934 to address structural deterioration.
- Begin Year 3 implementation of the Computerized Maintenance Management System (CMMS) including Roads, curbs, sidewalks; Facilities (Service Center, Police and Fire Stations) assets to more effectively manage long-term maintenance and replacement of critical equipment and structures.
- Improve water distribution system reliability and reduce water loss by continuing the water main replacement and water main leak detection programs. Goals are to supplement water main replacement with water main lining where feasible, to improve upon our historical 1% annual water main renewal rate, and to survey the entire distribution system for leaks on an annual cycle.
- Coordinate capital improvement projects with the Street Resurfacing Program and with TIF District improvement projects to ensure cost-effective and efficient use of capital improvement funding.
- Complete modifications to the South Standpipe Pump Station motor controls, electrical system and pump station building.

Ongoing Activity Measures	2017 Actual	2018 Estimate	2019 Projected
Number of customers experiencing unscheduled disruption of water service	443	1104	960
Number of customer complaints about water service (low pressure, service disruption, quality, etc.)	198	216	200
Days lost from work due to illness or injury	5	1	2
Number of Illinois Environmental Protection Agency regulatory violations	0	0	0
Number of known breaks/leaks per mile of water main	0.3	0.3	0.3
Millions of gallons sold to outside communities (wholesale)	11,904 MG	15,036 MG	20,798 MG

510 - 513 Water Fund	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 5,958,873	\$ 5,614,331	\$ 5,674,411	\$ 5,533,772
61010 - REGULAR PAY	3,658,253	3,943,234	3,942,556	3,975,610
61050 - PERMANENT PART-TIME	26,124	22,719	26,580	24,311
61072 - JOB TRAINING PROGRAM	78,419	135,200	135,200	108,200
61110 - OVERTIME PAY	110,438	129,325	129,325	129,325
61415 - TERMINATION PAYOUTS	1,380	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	20,080	-	10,665	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	7,403	-	3,660	-
61447 - OPEB EXPENSES	20,888	-	-	-
61510 - HEALTH INSURANCE	690,377	692,892	698,816	711,297
61610 - DENTAL INSURANCE	320	-	-	-
61615 - LIFE INSURANCE	1,265	3,090	3,190	3,179
61625 - AUTO ALLOWANCE	6,390	6,390	6,390	4,793
61626 - CELL PHONE ALLOWANCE	672	672	672	504
61630 - SHOE ALLOWANCE	10,768	11,120	10,980	11,260
61710 - IMRF	1,036,093	369,371	393,937	253,805
61725 - SOCIAL SECURITY	234,705	242,825	253,219	251,685
61730 - MEDICARE	55,299	57,493	59,221	59,803
Services and Supplies	\$ 2,528,863	\$ 4,655,410	\$ 4,678,716	\$ 6,231,350
61060 - SEASONAL EMPLOYEES	385	5,000	16,700	5,000
62140 - DESIGN ENGINEERING SERVICES	115	-	-	-
62145 - ENGINEERING SERVICES	6,700	450,000	450,000	1,455,000
62180 - STUDIES	172,113	509,000	509,000	597,000
62185 - CONSULTING SERVICES	-	93,000	93,000	93,000
62205 - ADVERTISING	2,217	-	4,000	5,000
62210 - PRINTING	2,026	7,300	7,300	8,300
62225 - BLDG MAINTENANCE SERVICES	991	1,000	1,000	1,000
62230 - IMPROVEMENT MAINT SERVICE	-	71,500	71,500	71,500
62235 - OFFICE EQUIPMENT MAINT	-	1,500	1,500	1,500
62245 - OTHER EQMT MAINTENANCE	18,745	86,900	86,937	87,600
62273 - LIEN FILING FEE	-	1,500	1,500	1,500
62275 - POSTAGE CHARGEBACKS	371	6,400	6,400	6,400
62295 - TRAINING & TRAVEL	25,511	23,000	23,775	23,000
62315 - POSTAGE	15,975	19,500	19,500	19,500
62340 - COMPTER LICENSE & SUPP	68,563	192,000	192,000	672,000
62360 - MEMBERSHIP DUES	5,258	3,920	5,310	5,360
62380 - COPY MACHINE CHARGES	-	1,200	1,200	1,200
62410 - LEAD SERVICE ABATEMENT	3,276	25,000	25,000	100,000
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	21,092	38,000	38,000	38,000
62420 - MWRD FEES	162,911	307,800	307,800	346,800
62455 - WTR/SWR BILL PRINT AND MAIL CO	4,879	12,800	12,800	12,800
62460 - WTR/SWR BILL EPAYMENT CONTRACTS	-	14,400	14,400	14,400
62465 - OUTSIDE LABARATORY COSTS	23,952	25,000	45,000	30,000
62705 - BANK SERVICE CHARGES	107,839	100,000	100,000	100,000
62716 - BOND ISSUANCE COSTS	19,951	-	-	-
64005 - ELECTRICITY	906,610	800,000	800,000	904,000
64015 - NATURAL GAS	66,946	100,000	100,000	113,000
64505 - TELECOMMUNICATIONS	12,779	18,700	18,700	19,300
64540 - TELECOMMUNICATIONS - WIRELESS	18,438	22,900	22,900	24,800
65005 - AGRI/BOTANICAL SUPPLIES	691	970	970	970
65010 - BOOKS, PUBLICATIONS, MAPS	7,227	7,550	7,550	7,550
65015 - CHEMICALS/ SALT	281,551	465,000	465,000	525,500
65020 - CLOTHING	2,442	4,770	4,770	4,770
65025 - FOOD	-	-	-	2,000
65030 - PHOSPHATE CHEMICALS	74,431	101,000	101,000	114,100
65035 - PETROLEUM PRODUCTS	14,991	15,000	15,000	15,300
65040 - JANITORIAL SUPPLIES	8,707	7,500	7,500	7,500
65050 - BLDG MAINTENANCE MATERIAL	2,865	6,700	6,700	6,700
65051 - MATERIALS - STREETS DIVISION	13,079	27,600	27,600	27,600
65055 - MATER. TO MAINT. IMP.	179,726	150,000	150,000	150,000
65070 - OFFICE/OTHER EQT MTN MATL	126,153	201,500	186,500	222,900
65075 - MEDICAL & LAB SUPPLIES	17,119	16,400	16,400	16,400
65080 - MERCHANDISE FOR RESALE	19,951	30,000	30,000	30,000
65085 - MINOR EQUIPMENT & TOOLS	75,752	113,300	113,300	77,300
65090 - SAFETY EQUIPMENT	27,770	19,500	19,500	19,500
65095 - OFFICE SUPPLIES	3,393	4,900	5,304	4,900
65105 - PHOTO/DRAFTING SUPPLIE	56	400	400	400
65555 - PERSONAL COMPUTER EQUIPMENT	3,099	6,000	6,000	6,000
65702 - WATER GENERAL PLANT	2,216	540,000	540,000	235,000

510 - 513 Water Fund	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Miscellaneous	\$ 2	\$ 15,000	\$ 15,000	\$ 42,000
61071 - INTERNSHIP PROGRAM	-	5,000	5,000	32,000
62696 - PUBLIC EDUCATION	-	10,000	10,000	10,000
62770 - MISCELLANEOUS	2	-	-	-
Insurance and Other Chargebacks	\$ 468,492	\$ 468,492	\$ 468,492	\$ 489,481
66130 - TRANSFER TO INSURANCE	468,492	468,492	468,492	489,481
Capital Outlay	\$ (192,125)	\$ 29,346,200	\$ 5,665,200	\$ 30,345,500
62730 - LOSS SALE FIXED ASST	(203,532)	-	-	-
65515 - OTHER IMPROVEMENTS	11,408	29,281,000	5,600,000	30,279,000
65550 - AUTOMOTIVE EQUIPMENT	-	65,200	65,200	66,500
Contingencies	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
68205 - CONTINGENCIES	-	1,000	1,000	1,000
Debt Service	\$ 717,388	\$ 1,960,760	\$ 2,024,167	\$ 2,081,841
68305 - DEBT SERVICE- PRINCIPAL	-	1,190,915	1,190,915	1,187,694
68315 - DEBT SERVICE- INTEREST	717,388	769,845	833,252	894,147
Depreciation Expense	\$ 2,470,280	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	2,470,280	-	-	-
Interfund Transfers	\$ 6,327,314	\$ 3,602,313	\$ 3,602,313	\$ 3,932,313
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	132,754	132,754	132,754	132,754
66020 - TRANSFERS TO OTHER FUNDS	2,300,000	-	-	-
66131 - TRANSFER TO GENERAL FUND	3,894,560	3,469,559	3,469,559	3,799,559
Grand Total	\$ 18,279,088	\$ 45,663,506	\$ 22,129,299	\$ 48,657,257



2019 ADOPTED BUDGET - OTHER FUNDS

#515 – Sewer

Fund Description

The Sewer Fund includes operations, maintenance and capital improvements for the City’s Combined, Relief, and Storm Sewer Systems.

Sewer Division

The Sewer Division manages operation, inspection, maintenance, and repair of the City’s sewer mains and drainage structures (sewer manholes, catch basins, and stormwater inlets). This includes proactive programs such as sewer main and drainage structure cleaning, root cutting, and televised internal sewer main inspection; as well as responding to all reports of sewer backups and flooding. This division also inspects work done by contractors including sewer main lining and manhole rehabilitation. Sewer Division staff conduct regular inspection of sewer outfalls and other facilities throughout Evanston for compliance with the City’s sewer system operating permits with the Illinois Environmental Protection Agency.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	14,870	2,104,000	1,504,654	3,104,000
Charges for Services	12,477,657	12,589,650	12,463,650	10,483,885
Interest Income	16,023	5,000	16,000	5,000
Total Revenue	\$ 12,508,550	\$ 14,698,650	\$ 13,984,304	\$ 13,592,885
Operating Expenses				
Salary and Benefits	1,313,154	1,274,709	1,343,694	1,354,512
Services and Supplies	88,677	2,558,630	341,300	264,500
Miscellaneous	-	1,500	1,500	1,500
Insurance and Other Chargebacks	269,988	269,988	269,988	282,083
Capital Outlay	16,941	2,181,300	2,181,300	4,930,636
Debt Service	1,143,643	7,540,066	8,877,464	6,148,475
Depreciation Expense	3,530,787	-	-	-
Interfund Transfers	1,141,676	991,677	991,677	1,773,532
Total Expenses	\$ 7,504,867	\$ 14,817,870	\$ 14,006,923	\$ 14,755,238
Net Surplus (Deficit)	\$ 5,003,683	\$ (119,220)	\$ (22,619)	\$ (1,162,353)
Beginning Fund Balance	\$ (965,928)		\$ 4,037,755	\$ 4,015,136
Ending Fund Balance	\$ 4,037,755		\$ 4,015,136	\$ 2,852,783

<u>FY 2018 City Council Goal</u>	<u>Department Initiative</u>
Invest in City Infrastructure and Facilities	Completed annual capital improvement programs including repairing sewers and drainage structures on streets being resurfaced, stormwater management improvements, and emergency sewer repairs.
Invest in City Infrastructure and Facilities	Rehabilitated 1.9 miles (1.4%) of small diameter combined sewers through cured in place pipe (CIPP) lining. This exceeded the target rate of 1% (1.34 miles) annual rehabilitation of small diameter combined sewers.
Invest in City Infrastructure and Facilities	Rehabilitated 835 feet of the City’s network of large diameter sewers (36” and larger) that are over 100 years old. Public Works Agency was successful in applying for a State low-interest loan to fund this project, and also intends to receive funding for a project that will be completed in 2019.



2019 ADOPTED BUDGET - OTHER FUNDS

#515 – Sewer

Invest in City Infrastructure and Facilities	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 1,889 drainage structures and flushed 253,055 feet of sewer pipe.
Invest in City Infrastructure and Facilities	Sewer Division continues to replace or rehabilitate deteriorated drainage structures and manholes, as well as collapsing sewer mains.
Invest in City Infrastructure and Facilities	Sewer Division crews performed closed-circuit TV inspections of the sewers under streets to be resurfaced in 2019, in order to determine the repairs needed prior to paving the streets.

2019 Initiatives

- Complete Greenleaf Street Large Diameter Sewer Lining awarded in 2019. Perform engineering design and secure State low-interest loan funding for a large diameter sewer rehabilitation project scheduled for 2019.
- Continue the annual small diameter sewer CIPP rehabilitation program at a rate of at least 1% (1.34 miles) of the combined, small diameter sewer system rehabilitated per year.
- Continue to coordinate the inspection and repair of sewer mains and drainage structures in advance of the street resurfacing program.
- Continue preventative maintenance cleaning and inspection of sewer mains and drainage structures.
- Continue to perform inspection of combined and storm sewer outfalls in accordance with IEPA requirements.
- Increase storm water management initiatives in compliance with requirements for National Pollution Discharge Elimination System (NPDES) permit and Municipal Separate Storm Sewer System (MS4) permit.

Ongoing Activity Measures	2017 Actual	2018 Estimate	2019 Projected
Number of customer complaints about sewer service (sewer, odor complaint, basement flooding, broken sewer, poor drainage, street/alley flooding)	407	400	420
Days lost from work due to illness or injury	0	0	2

515 SEWER FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 1,313,154	\$ 1,274,709	\$ 1,343,694	\$ 1,354,512
61010 - REGULAR PAY	794,987	922,059	945,566	975,773
61072 - JOB TRAINING PROGRAM	-	27,040	27,040	27,040
61110 - OVERTIME PAY	35,510	30,000	30,000	30,000
61420 - ANNUAL SICK LEAVE PAYOUT	2,613	-	1,691	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	5,654	-	637	-
61447 - OPEB EXPENSES	7,663	-	-	-
61510 - HEALTH INSURANCE	167,265	151,022	172,196	178,791
61610 - DENTAL INSURANCE	71	-	-	-
61615 - LIFE INSURANCE	254	580	736	786
61630 - SHOE ALLOWANCE	2,928	1,550	3,075	2,850
61710 - IMRF	233,300	78,549	90,839	62,414
61725 - SOCIAL SECURITY	50,985	51,795	58,283	62,290
61730 - MEDICARE	11,924	12,114	13,631	14,568
Supplies and Supplies	\$ 88,677	\$ 2,558,630	\$ 341,300	\$ 264,500
61060 - SEASONAL EMPLOYEES	-	5,200	5,200	5,200
62180 - STUDIES	76	75,000	75,000	-
62230 - IMPROVEMENT MAINT SERVICE	-	10,000	10,000	10,000
62245 - OTHER EQMT MAINTENANCE	1,923	5,500	5,500	5,500
62295 - TRAINING & TRAVEL	1,260	2,500	2,500	2,500
62315 - POSTAGE	15,000	17,000	17,000	17,000
62340 - COMPTER LICENSE & SUPP	-	4,800	4,800	6,000
62360 - MEMBERSHIP DUES	-	200	300	200
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	24,647	38,000	38,000	38,000
62421 - NPDES FEES - SEWER	21,000	21,000	21,000	21,000
62455 - WTR/SWR BILL PRINT AND MAIL CO	4,915	7,000	9,900	7,000
62460 - WTR/SWR BILL EPAYMENT CONTRACTS	-	15,000	15,000	15,000
62461 - SEWER MAINTENANCE CONTRACTS	(24,279)	2,270,330	50,000	50,000
64540 - TELECOMMUNICATIONS - WIRELESS	5,523	7,200	7,200	7,200
65015 - CHEMICALS/ SALT	1,930	3,200	3,200	3,200
65020 - CLOTHING	40	1,000	1,000	1,000
65040 - JANITORIAL SUPPLIES	-	400	400	400
65051 - MATERIALS - STREETS DIVISION	9,745	10,000	10,000	10,000
65055 - MATER. TO MAINT. IMP.	15,922	43,000	43,000	43,000
65070 - OFFICE/OTHER EQT MTN MATL	3,957	7,000	7,000	7,000
65080 - MERCHANDISE FOR RESALE	-	1,000	1,000	1,000
65085 - MINOR EQUIPMENT & TOOLS	1,865	3,300	3,300	3,300
65090 - SAFETY EQUIPMENT	5,154	8,000	8,000	8,000
65555 - PERSONAL COMPUTER EQUIPMENT	-	3,000	3,000	3,000
Miscellaneous	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
62696 - PUBLIC EDUCATION	-	1,500	1,500	1,500
Insurance and Other Chargebacks	\$ 269,988	\$ 269,988	\$ 269,988	\$ 282,083
66130 - TRANSFER TO INSURANCE	269,988	269,988	269,988	282,083
Capital Outlay	\$ 16,941	\$ 2,181,300	\$ 2,181,300	\$ 4,930,636
62730 - LOSS SALE FIXED ASST	9,265	-	-	-
65515 - OTHER IMPROVEMENTS	7,676	1,700,000	1,700,000	4,475,561
65550 - AUTOMOTIVE EQUIPMENT	-	460,300	460,300	420,075
65625 - FURNITURE & FIXTURES	-	21,000	21,000	35,000
Debt Service	\$ 1,143,643	\$ 7,540,066	\$ 8,877,464	\$ 6,148,475
68305 - DEBT SERVICE- PRINCIPAL	-	6,539,105	7,882,011	5,323,409
68315 - DEBT SERVICE- INTEREST	1,143,643	1,000,961	995,453	825,066
Depreciation Expense	\$ 3,530,787	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	3,530,787	-	-	-
Interfund Transfers	\$ 1,141,676	\$ 991,677	\$ 991,677	\$ 1,773,532
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	192,213	192,213	192,213	192,213
66020 - TRANSFERS TO OTHER FUNDS	-	-	-	1,000,000
66025 - TRANSFER TO DEBT SERVICE - ERI	217,800	217,801	217,801	-
66026 - TRANSFER TO DEBT SERVICE	251,496	251,496	251,496	251,152
66131 - TRANSFER TO GENERAL FUND	480,167	330,167	330,167	330,167
Grand Total	\$ 7,504,867	\$ 14,817,870	\$ 14,006,923	\$ 14,755,238



2019 ADOPTED BUDGET - OTHER FUNDS

#520 – Solid Waste

Fund Description

All solid waste removal services are provided once per week to all family residences of 1-5 units. Twenty-eight 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 for refuse and once a week by City staff for recycling. In 2019 the City will introduce apartment recycling services to all apartment complexes. This service will exclude exempt properties, businesses, and mixed use commercial properties. Operational costs for these services are funded by sanitation service fees; the Solid Waste Agency of Northern Cook County (SWANCC) provides a recycling incentive rebate based on the total 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 April 1st through December 15th of every year. During the fall, yard waste operations increase dramatically with the addition of leaf collection. This Fund is responsible for costs associated with yard waste removal and a portion of street cleaning 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.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Property Taxes	-	410,000	410,000	820,000
Other Revenue	33,348	38,000	115,000	138,000
Licenses, Permits and Fees	329,039	375,000	260,000	486,000
Charges for Services	3,699,121	3,732,394	3,681,000	4,239,270
Interfund Transfers	755,967	705,967	705,967	150,000
Total Revenue	\$ 4,817,475	\$ 5,261,361	\$ 5,171,967	\$ 5,833,270
Operating Expenses				
Salary and Benefits	890,220	993,616	1,036,319	1,076,209
Services and Supplies	3,482,141	3,488,676	3,481,926	3,601,076
Miscellaneous	3,057	7,500	7,500	7,500
Capital Outlay	24,635	275,750	292,750	386,650
Debt Service	1,797	21,797	21,797	22,745
Interfund Transfers	504,807	322,362	322,362	322,362
Total Expenses	\$ 4,906,657	\$ 5,109,701	\$ 5,162,654	\$ 5,416,542
Net Surplus (Deficit)	\$ (89,182)	\$ 151,660	\$ 9,313	\$ 416,728
Beginning Fund Balance	\$ (972,784)		\$ (1,061,966)	\$ (1,052,653)
Ending Fund Balance	\$ (1,061,966)		\$ (1,052,653)	\$ (635,925)

520 SOLID WASTE FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 890,220	\$ 993,616	\$ 1,036,319	\$ 1,076,209
61010 - REGULAR PAY	519,329	728,047	684,061	763,195
61050 - PERMANENT PART-TIME	151	-	-	-
61110 - OVERTIME PAY	36,745	45,000	45,000	45,000
61415 - TERMINATION PAYOUTS	149	-	87	-
61447 - OPEB EXPENSES	15,068	-	-	-
61510 - HEALTH INSURANCE	116,954	122,247	150,087	154,584
61610 - DENTAL INSURANCE	43	-	-	-
61615 - LIFE INSURANCE	107	251	405	430
61625 - AUTO ALLOWANCE	-	-	413	338
61630 - SHOE ALLOWANCE	2,710	2,700	3,039	3,740
61710 - IMRF	154,042	47,944	85,126	48,818
61725 - SOCIAL SECURITY	36,407	38,437	55,193	48,691
61730 - MEDICARE	8,515	8,990	12,908	11,413
Services and Supplies	\$ 3,482,141	\$ 3,488,676	\$ 3,481,926	\$ 3,601,076
61060 - SEASONAL EMPLOYEES	46,305	74,000	74,000	74,000
62145 - ENGINEERING SERVICES	263,356	-	-	20,000
62205 - ADVERTISING	2,240	-	-	-
62295 - TRAINING & TRAVEL	-	800	-	800
62340 - COMPUTER LICENSE & SUPP	-	-	-	20,000
62380 - COPY MACHINE CHARGES	-	1,326	1,326	1,326
62390 - CONDOMINIUM REFUSE COLL	432,000	424,500	424,500	433,300
62405 - SWANCC DISPOSAL FEES	721,610	750,000	750,000	750,000
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	2,001,964	2,225,000	2,225,000	1,626,400
62417 - YARD WASTE REMOVAL CONTRACTUAL COSTS	-	-	-	671,200
62705 - BANK SERVICE CHARGES	351	1,000	1,000	1,000
64005 - ELECTRICITY	6,027	3,000	-	-
64015 - NATURAL GAS	6,165	6,000	3,050	-
64540 - TELECOMMUNICATIONS - WIRELESS	116	500	500	500
65015 - CHEMICALS/ SALT	-	200	200	200
65020 - CLOTHING	(181)	250	250	250
65055 - MATER. TO MAINT. IMP.	439	400	400	400
65085 - MINOR EQUIPMENT & TOOLS	298	700	700	700
65090 - SAFETY EQUIPMENT	1,450	1,000	1,000	1,000
Miscellaneous	\$ 3,057	\$ 7,500	\$ 7,500	\$ 7,500
67107 - OUTREACH	3,057	7,500	7,500	7,500
Capital Outlay	\$ 24,635	\$ 275,750	\$ 292,750	\$ 386,650
65550 - AUTOMOTIVE EQUIPMENT	-	250,000	267,000	275,900
65625 - FURNITURE & FIXTURES	24,635	25,750	25,750	110,750
Debt Service	\$ 1,797	\$ 21,797	\$ 21,797	\$ 22,745
68305 - DEBT SERVICE- PRINCIPAL	-	20,467	20,467	22,019
68315 - DEBT SERVICE- INTEREST	1,797	1,330	1,330	726
Interfund Transfers	\$ 504,807	\$ 322,362	\$ 322,362	\$ 322,362
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	322,362	322,362	322,362	322,362
62309 - RENTAL OF AUTO REPLACEMENT	182,445	-	-	-
Grand Total	\$ 4,906,657	\$ 5,109,701	\$ 5,162,654	\$ 5,416,542



2019 ADOPTED BUDGET - OTHER FUNDS

#600 – Fleet Services

Fund Description

Fleet Services maintains operating cost records, provides billing and chargeable data to all user City departments, develops vehicle specifications, and purchases vehicular and other equipment. In addition, Fleet Services prepares, documents, and provides disposal of surplus vehicles and equipment through auction services. Overall supervision of department personnel is provided, as is training, direction, and coordination of all activities to ensure effective and efficient operations.

Key emphasis is placed on reducing down time, which is the amount of time a vehicle or piece of equipment is out of service for repair.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	19,016	81,781	25,000	81,781
Charges for Services	2,478,435	2,988,640	2,988,640	2,950,415
Interest Income	339	1,000	100	1,000
Total Revenue	\$ 2,497,791	\$ 3,071,421	\$ 3,013,740	\$ 3,033,196
Operating Expenses				
Salary and Benefits	1,154,569	1,069,922	1,054,036	1,117,701
Services and Supplies	1,744,972	2,230,057	1,984,307	2,030,057
Contingencies	-	450	450	450
Interfund Transfers	27,833	33,442	33,442	35,114
Total Expenses	\$ 2,927,375	\$ 3,333,871	\$ 3,072,235	\$ 3,183,322
Net Surplus (Deficit)	\$ (429,584)	\$ (262,450)	\$ (58,495)	\$ (150,126)
Beginning Fund Balance	\$ 770,927		\$ 341,343	\$ 282,848
Ending Fund Balance	\$ 341,343		\$ 282,848	\$ 132,722

2019 Initiatives

- Continue analysis on internal operations and service delivery to:
 - Reduce costs;
 - Reduce vehicle downtime;
 - Further increase efficient resource allocation including parts and labor.
- Continue assessing departmental needs versus costs and availability and design and implement best fleet procedures.
- Strive to be considered and awarded as one of the “100 Best Fleets” by The 100 Best Fleets in the Americas program. Fleet was a recipient of the award in 2017.
- Continue to expand electric vehicle program.

600 FLEET SERVICES FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 1,154,569	\$ 1,069,922	\$ 1,054,036	\$ 1,117,701
61010 - REGULAR PAY	796,848	656,589	732,010	786,373
61050 - PERMANENT PART-TIME	344	54,388	5,000	-
61110 - OVERTIME PAY	7,523	21,920	21,370	21,920
61415 - TERMINATION PAYOUTS	2,592	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,413	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	2,930	-	-	-
61447 - OPEB EXPENSES	9,379	-	-	-
61510 - HEALTH INSURANCE	191,454	185,266	164,729	189,030
61610 - DENTAL INSURANCE	73	-	-	-
61615 - LIFE INSURANCE	254	201	131	133
61626 - CELL PHONE ALLOWANCE	308	336	-	-
61630 - SHOE ALLOWANCE	2,855	1,550	2,555	2,633
61710 - IMRF	79,113	80,219	72,028	52,699
61725 - SOCIAL SECURITY	48,209	56,288	45,559	52,608
61730 - MEDICARE	11,275	13,165	10,654	12,305
Services and Supplies	\$ 1,744,972	\$ 2,230,057	\$ 1,984,307	\$ 2,030,057
61060 - SEASONAL EMPLOYEES	3,466	-	-	-
62205 - ADVERTISING	66	3,498	3,498	3,498
62235 - OFFICE EQUIPMENT MAINT	-	3,000	3,000	3,000
62240 - AUTOMOTIVE EQMP MAINT	4,397	18,000	18,000	18,000
62245 - OTHER EQMT MAINTENANCE	-	6,000	6,000	6,000
62275 - POSTAGE CHARGEBACKS	-	200	200	400
62295 - TRAINING & TRAVEL	2,720	4,200	7,100	4,200
62315 - POSTAGE	-	200	200	-
62340 - COMPUTER LICENSE & SUPP	2,995	5,395	5,395	5,395
62355 - LAUNDRY/OTHER CLEANING	20,591	17,000	17,000	17,000
62360 - MEMBERSHIP DUES	679	1,625	1,625	1,625
62375 - RENTALS	-	1,000	1,000	1,000
62380 - COPY MACHINE CHARGES	-	519	519	519
64505 - TELECOMMUNICATIONS	8,866	4,744	4,744	4,744
64540 - TELECOMMUNICATIONS - WIRELESS	6,505	2,250	3,450	2,250
65015 - CHEMICALS/ SALT	2,037	12,886	12,886	12,886
65020 - CLOTHING	(26)	663	663	663
65035 - PETROLEUM PRODUCTS	493,375	950,000	700,000	750,000
65040 - JANITORIAL SUPPLIES	110	417	417	417
65045 - LICENSING/REGULATORY SUPP	2,579	-	-	-
65050 - BLDG MAINTENANCE MATERIAL	8,955	15,250	15,250	15,250
65055 - MATER. TO MAINT. IMP.	-	2,910	2,910	2,910
65060 - MATER. TO MAINT. AUTOS	1,078,887	1,050,000	1,050,000	1,050,000
65065 - TIRES & TUBES	84,645	100,000	100,000	100,000
65085 - MINOR EQUIPMENT & TOOLS	20,007	24,000	24,000	24,000
65090 - SAFETY EQUIPMENT	2,922	4,000	4,000	4,000
65095 - OFFICE SUPPLIES	1,195	2,300	2,450	2,300
Contingencies	\$ -	\$ 450	\$ 450	\$ 450
68205 - CONTINGENCIES	-	450	450	450
Interfund Transfers	\$ 27,833	\$ 33,442	\$ 33,442	\$ 35,114
66025 - TRANSFER TO DEBT SERVICE - ERI	27,833	33,442	33,442	35,114
Grand Total	\$ 2,927,375	\$ 3,333,871	\$ 3,072,235	\$ 3,183,322



2019 ADOPTED BUDGET - OTHER FUNDS

#601 – Equipment Replacement

Fund Description

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.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	88,015	210,217	40,000	210,217
Charges for Services	1,400,057	1,334,732	1,334,732	1,309,732
Interfund Transfers	-	-	-	-
Interest Income	2,128	-	2,000	-
Total Revenue	\$ 1,490,200	\$ 1,544,949	\$ 1,376,732	\$ 1,519,949
Operating Expenses				
Services and Supplies	74,539	75,000	45,000	75,000
Miscellaneous	-	-	-	-
Capital Outlay	-	1,522,977	1,700,000	1,547,977
Depreciation Expense	1,780,829	-	-	-
Total Expenses	\$ 1,855,367	\$ 1,597,977	\$ 1,745,000	\$ 1,622,977
Net Surplus (Deficit)	\$ (365,167)	\$ (53,028)	\$ (368,268)	\$ (103,028)
Beginning Fund Balance	\$ 1,214,686		\$ 849,519	\$ 481,251
Ending Fund Balance	\$ 849,519		\$ 481,251	\$ 378,223

601 EQUIPMENT REPLACEMENT FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Services and Supplies	\$ 74,539	\$ 75,000	\$ 45,000	\$ 75,000
62375 - RENTALS	23,374	25,000	25,000	25,000
62402 - VEHICLE LEASE CHARGES	8,965	50,000	20,000	50,000
65060 - MATER. TO MAINT. AUTOS	42,199	-	-	-
Capital Outlay	\$ -	\$ 1,522,977	\$ 1,700,000	\$ 1,547,977
65550 - AUTOMOTIVE EQUIPMENT	-	1,522,977	1,700,000	1,547,977
Depreciation Expense	\$ 1,780,829	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	1,780,829	-	-	-
Grand Total	\$ 1,855,367	\$ 1,597,977	\$ 1,745,000	\$ 1,622,977



2019 ADOPTED BUDGET - OTHER FUNDS

#605 – Insurance

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.

Estimated expenses for 2018 and budgeted expenses for 2019 include major settlements that will be funded over the next three years with transfers from the departments involved in the claims.

Financial Summary

	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Operating Revenue				
Other Revenue	10,926,377	10,867,028	10,858,191	10,391,176
Charges for Services	162,411	162,411	162,411	-
Interfund Transfers	2,300,000	55,242	55,242	54,958
Intergovernmental Revenue	-	-	-	-
Interest Income	382	1,000	3,000	1,000
Insurance	5,611,626	5,811,177	5,772,228	6,118,205
Workers Compensation and Liability	1,032,678	2,196,415	2,082,318	3,026,943
Total Revenue	\$ 20,033,473	\$ 19,093,273	\$ 18,933,390	\$ 19,592,282
Operating Expenses				
Salary and Benefits	606,021	729,027	588,192	630,531
Services and Supplies	3,594,432	2,385,448	4,422,817	2,420,448
Miscellaneous	-	-	-	-
Insurance and Other Chargebacks	17,164,869	15,315,824	15,265,478	15,901,777
Depreciation Expense	-	-	-	-
Interfund Transfers	9,632	9,632	9,632	10,114
Total Expenses	\$ 21,374,954	\$ 18,439,931	\$ 20,286,119	\$ 18,962,870
Net Surplus (Deficit)	\$ (1,341,481)	\$ 653,342	\$ (1,352,729)	\$ 629,412
Beginning Fund Balance	\$ (2,997,024)		\$ (4,338,505)	\$ (5,691,234)
Ending Fund Balance	\$ (4,338,505)		\$ (5,691,234)	\$ (5,061,822)

605 INSURANCE FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 606,021	\$ 729,027	\$ 588,192	\$ 630,531
61010 - REGULAR PAY	406,083	456,143	396,000	468,551
61415 - TERMINATION PAYOUTS	262	-	28,036	-
61420 - ANNUAL SICK LEAVE PAYOUT	153	-	-	-
61510 - HEALTH INSURANCE	74,047	72,096	86,600	87,233
61610 - DENTAL INSURANCE	34	-	10	-
61615 - LIFE INSURANCE	230	272	444	553
61620 - UNIVERSAL LIFE	39,277	105,000	1,725	-
61625 - AUTO ALLOWANCE	3,690	3,690	2,030	2,768
61626 - CELL PHONE ALLOWANCE	600	600	200	450
61630 - SHOE ALLOWANCE	155	155	-	-
61710 - IMRF	46,396	50,929	39,061	29,972
61725 - SOCIAL SECURITY	27,987	31,967	27,539	32,789
61730 - MEDICARE	7,107	8,175	6,547	8,215
Services and Supplies	\$ 3,594,432	\$ 2,385,448	\$ 4,422,817	\$ 2,420,448
61060 - SEASONAL EMPLOYEES	12,810	-	-	-
62120 - LEGAL SERVICES - DISBURSMENT	19,199	-	-	-
62130 - LEGAL SERVICES-GENERAL	2,363,432	350,000	2,400,000	350,000
62225 - BLDG MAINTENANCE SERVICES	300	-	-	-
62260 - SETTLEMENT COSTS - LIABILITY	700,709	1,400,000	1,400,000	1,400,000
62266 - TPA SERVICE CHARGES	95,430	120,000	120,000	120,000
62295 - TRAINING & TRAVEL	1,913	4,000	3,000	4,000
62310 - CITY WIDE TRAINING	15,279	20,000	8,000	20,000
62345 - COURT COST/LITIGATION	13,056	-	-	-
62360 - MEMBERSHIP DUES	195	-	-	-
62615 - INSURANCE PREMIUM	446,833	490,000	490,000	525,000
62635 - OTHER INSURANCE	(75,000)	-	-	-
62705 - BANK SERVICE CHARGES	229	-	1,052	-
65010 - BOOKS, PUBLICATIONS, MAPS	-	415	415	415
65095 - OFFICE SUPPLIES	48	200	200	200
65125 - OTHER COMMODITIES	-	833	150	833
Insurance and Other Chargebacks	\$ 17,164,869	\$ 15,315,824	\$ 15,265,478	\$ 15,901,777
62640 - WORKMEN'S COMP INSURANCE	668,630	-	-	-
66040 - GENERAL ADMINISTRATION & SUPPORT	15,734	-	3,754	-
66043 - LIABILITY SETTLEMENT PAYMENTS	46,000	-	-	-
66044 - WORKERS COMP INSURANCE PREMIUMS	152,326	130,000	130,000	130,000
66045 - WORKERS COMP LEGAL FEES	66,286	60,000	60,000	60,000
66046 - WORKERS COMP MEDICAL PAYMENTS	787,182	750,000	800,000	750,000
66047 - WORKERS COMP SETTLEMENT PAYMENTS	800,099	650,000	650,000	800,000
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	140,098	100,000	100,000	100,000
66050 - HEALTH INSURANCE PREMIUMS-PPO	11,194,541	10,165,000	10,165,000	10,571,600
66051 - HEALTH INSURANCE PREMIUMS-HMO	3,176,648	3,253,824	3,253,824	3,383,977
66054 - MEDICARE SUPPLEMENT- SENIOR'S CHOICE	17,073	18,000	18,000	18,000
66055 - IPBC MEDICAL WAIVER FEE	1,701	-	-	-
66059 - HEALTH INSURANCE OPT OUT EXPENSE	98,550	189,000	84,900	88,200
Interfund Transfers	\$ 9,632	\$ 9,632	\$ 9,632	\$ 10,114
66025 - TRANSFER TO DEBT SERVICE - ERI	9,632	9,632	9,632	10,114
Grand Total	\$ 21,374,954	\$ 18,439,931	\$ 20,286,119	\$ 18,962,870



2019 ADOPTED BUDGET - OTHER FUNDS

#700 – Fire Pension

Fund Description

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.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Taxes	-	280,000	280,000	280,000
Other Revenue	15,225,459	9,394,947	10,614,947	9,068,084
Interfund Transfers	-	10,000	10,000	20,000
Interest Income	2,065,885	4,100,000	2,000,000	2,500,000
Total Revenue	\$ 17,291,343	\$ 13,784,947	\$ 12,904,947	\$ 11,868,084
Operating Expenses				
Salary and Benefits	8,682,009	8,795,000	8,830,000	9,333,500
Miscellaneous	136,256	-	-	-
Total Expenses	\$ 8,818,265	\$ 8,795,000	\$ 8,830,000	\$ 9,333,500
Net Surplus (Deficit)	\$ 8,473,079	\$ 4,989,947	\$ 4,074,947	\$ 2,534,584
Beginning Net Assets held in Trust	\$ 70,599,998		\$ 79,073,077	\$ 83,148,024
Ending Net Assets held in Trust	\$ 79,073,077		\$ 83,148,024	\$ 85,682,608

700 FIRE PENSION FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 8,682,009	\$ 8,795,000	\$ 8,830,000	\$ 9,333,500
61755 - PENSION-ADMIN. EXPENSE	72,640	125,000	160,000	230,000
61770 - RETIRED EMPLOYEES PENSION	5,892,882	6,100,000	6,100,000	6,405,000
61775 - WIDOWS' PENSIONS	1,249,254	1,100,000	1,100,000	1,155,000
61785 - DISABILITY PENSIONS	1,314,734	1,350,000	1,350,000	1,417,500
61795 - QILDRO'S	152,499	120,000	120,000	126,000
Miscellaneous	\$ 136,256	\$ -	\$ -	\$ -
61715 - Pension Management Fees	136,256	-	-	-
Grand Total	\$ 8,818,265	\$ 8,795,000	\$ 8,830,000	\$ 9,333,500



2019 ADOPTED BUDGET - OTHER FUNDS

#705 – Police Pension

Fund Description

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 40ILCS 5/3-101.

Financial Summary

Operating Revenue	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Other Revenue	24,497,983	12,162,704	15,976,391	15,946,808
Interfund Transfers	-	57,000	-	-
Interest Income	2,829,084	6,500,000	2,103,169	3,000,000
Total Revenue	\$ 27,327,068	\$ 18,719,704	\$ 18,404,560	\$ 19,271,808
Operating Expenses				
Salary and Benefits	11,624,574	12,255,000	12,035,500	12,601,500
Miscellaneous	264,371	270,000	270,000	275,000
Total Expenses	\$ 11,888,945	\$ 12,525,000	\$ 12,305,500	\$ 12,876,500
Net Surplus (Deficit)	\$ 15,438,122	\$ 6,194,704	\$ 6,099,060	\$ 6,395,308
Beginning Net Assets held in Trust	\$ 106,191,545		\$ 121,629,667	\$ 127,728,727
Ending Net Assets held in Trust	\$ 121,629,667		\$ 127,728,727	\$ 134,124,035

705 POLICE PENSION FUND	FY 2017 Actual Amount	FY 2018 Adopted Budget	FY 2018 Year End Estimated	FY 2019 Adopted Budget
Salary and Benefits	\$ 11,624,574	\$ 12,255,000	\$ 12,035,500	\$ 12,601,500
61755 - PENSION-ADMIN. EXPENSE	148,631	150,000	150,000	160,000
61770 - RETIRED EMPLOYEES PENSION	9,484,738	10,000,000	10,000,000	10,500,000
61775 - WIDOWS' PENSIONS	1,125,280	1,100,000	1,055,500	1,155,000
61785 - DISABILITY PENSIONS	708,613	700,000	700,000	735,000
61790 - SEPARATION REFUNDS	133,599	275,000	100,000	20,000
61795 - QILDRO'S	23,712	30,000	30,000	31,500
Miscellaneous	\$ 264,371	\$ 270,000	\$ 270,000	\$ 275,000
61715 - Pension Management Fees	264,371	270,000	270,000	275,000
Grand Total	\$ 11,888,945	\$ 12,525,000	\$ 12,305,500	\$ 12,876,500



PART V

POSITION INFORMATION

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
1300	CITY COUNCIL				
	Mayor	0.00	0.00	0.00	
	Alderman	0.00	0.00	0.00	
	Mayor's Assistant	1.00	1.00	0.00	
	CITY COUNCIL TOTAL	1.00	1.00	0.00	
1400	CITY CLERK				
	City Clerk	0.00	0.00	0.00	
	Deputy City Clerk	1.00	1.00	0.00	
	CITY CLERK TOTAL	1.00	1.00	0.00	
	LEGISLATIVE	2.00	2.00	0.00	
1505	CITY MANAGER				
	City Manager	1.00	1.00	0.00	
	Deputy City Manager	0.00	1.00	1.00	Reclassified from Assistant to the City Manager
	Executive Assistant	1.00	1.00	0.00	
	Administrative Assistant	1.00	0.00	-1.00	Position eliminated
	Equity and Empowerment Coordinator	1.00	0.00	-1.00	Reclassified to Chief Equity Officer
	Chief Equity Officer	0.00	1.00	1.00	Reclassified from Equity & Empowerment Coordinator
	Local Government Management Fellow	0.50	1.00	0.50	0.5 FTE moved from Economic Development (5300)
	CITY MANAGER TOTAL	4.50	5.00	0.50	
1510	COMMUNITY ENGAGEMENT				
	Community Engagement Coordinator	1.00	1.00	0.00	
	Community Engagement Division Manager	1.00	1.00	0.00	
	Assistant to the City Manager	1.00	1.00	0.00	Reclassified from Economic Development Program Specialist (5300)
	Broadcast Specialist	1.00	1.00	0.00	
	Art Design Coordinator	1.00	1.00	0.00	
	COMMUNITY ENGAGEMENT TOTAL	5.00	5.00	0.00	
1535	SUSTAINABILITY				
	Sustainability Coordinator	0.50	0.50	0.00	0.25 FTE in Water Fund (4105) and 0.25 FTE in Solid Waste Fund (4310)
	SUSTAINABILITY TOTAL	0.50	0.50	0.00	
1555	FINANCIAL ADMINISTRATION				
	Administrative Lead	1.00	1.00	0.00	Reclassified from Administrative Secretary
	Senior Management Analyst	1.00	1.00	0.00	
	Finance / Budget Manager	1.00	0.00	-1.00	Position Eliminated
	Budget Coordinator	0.00	1.00	1.00	Position Added
	Chief Financial Officer/Treasurer	1.00	1.00	0.00	
	FINANCIAL ADMINISTRATION TOTAL	4.00	4.00	0.00	
1560	REVENUE				
	Revenue Manager	0.50	0.50	0.00	0.5 FTE in Parking Fund (7005)
	Revenue Collections Coordinator	1.00	1.00	0.00	
	Customer Service Representative	2.00	2.00	0.00	
	REVENUE TOTAL	3.50	3.50	0.00	
1570	ACCOUNTING				
	Accounting Manager	1.00	1.00	0.00	
	Accountant	2.00	1.00	-1.00	Position Eliminated
	Accounts Payable Coordinator	1.00	1.00	0.00	
	Senior Accountant	1.00	1.00	0.00	
	Payroll Pension Administrator	0.50	0.50	0.00	0.5 FTE in Payroll (1915)
	ACCOUNTING TOTAL	5.50	4.50	-1.00	
1571	TAX ASSESSMENT REVIEW				
	Tax Assessment Reviewer	1.00	1.00	0.00	
	TAX ASSESSMENT REVIEW TOTAL	1.00	1.00	0.00	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
1575	PURCHASING				
	Purchasing Manager	1.00	1.00	0.00	
	Purchasing Specialist	2.00	2.00	0.00	
	PURCHASING TOTAL	3.00	3.00	0.00	
1580	COMMUNITY ARTS				
	Cultural Arts Coordinator	1.00	0.00	-1.00	Position eliminated
	COMMUNITY ARTS TOTAL	1.00	0.00	-1.00	
1585	ADMINISTRATIVE ADJUDICATION				
	Admin. Adjudication Aide	2.00	1.00	-1.00	Position eliminated
	ADMIN. ADJUDICATION TOTAL	2.00	1.00	-1.00	
	CITY ADMINISTRATION	30.00	27.50	-2.50	
1705	LEGAL ADMINISTRATION				
	Legal Analyst/Liquor Licensing Manager	1.00	0.00	-1.00	Position eliminated
	Paralegal	0.00	1.00	1.00	Position added
	Deputy City Attorney	1.00	0.00	-1.00	Reclassified to Deputy City Attorney - Transactions
	Corporation Counsel/City Attorney	0.50	0.50	0.00	
	Deputy City Attorney - Transactions	0.00	1.00	1.00	Reclassified from Deputy City Attorney
	Deputy City Attorney - Litigation	0.00	1.00	1.00	Reclassified from Assistant City Attorney II
	Assistant City Attorney	0.00	1.00	1.00	Reclassified from Assistant City Attorney I
	Assistant City Attorney II	2.00	0.00	-2.00	Reclassified to Deputy City Attorney - Litigation and Assistant City Attorney
	LEGAL ADMINISTRATION TOTAL	4.50	4.50	0.00	
	LAW DEPARTMENT	4.50	4.50	0.00	
1905	ADMINISTRATIVE SERVICES ADMINISTRATION				
	Administrative Services Director, Deputy City Manager	1.00	0.00	-1.00	Reclassified to Assistant City Manager
	Administrative Services Director/Assistant City Manager	0.00	1.00	1.00	Reclassified from Deputy City Manager
	Administrative Assistant	1.00	0.60	-0.40	0.4 FTE in Fleet Services Fund (7705)
	Management Analyst	1.00	0.00	-1.00	Moved to Parking Fund (7005)
	ADMINISTRATIVE SERVICES ADMIN TOTAL	3.00	1.60	-1.40	
1915	PAYROLL				
	Payroll Manager	1.00	1.00	0.00	
	Payroll/Pension Specialist	1.00	0.50	-0.50	0.5 FTE Eliminated
	Payroll/Pension Administrator	0.50	0.50	0.00	0.5 FTE in Accounting (1570)
	PAYROLL TOTAL	2.50	2.00	-0.50	
1929	HUMAN RESOURCES				
	Human Resources Assistant	2.00	2.00	0.00	
	Human Resources Specialist	2.00	2.00	0.00	
	Human Resources Division Manager	1.00	1.00	0.00	
	HUMAN RESOURCES TOTAL	5.00	5.00	0.00	
1932	INFORMATION TECHNOLOGY				
	Network Supervisor	1.00	1.00	0.00	
	GIS Analyst	1.00	1.00	0.00	
	Network Engineer	1.00	1.00	0.00	
	Digital Services Specialist	1.00	1.00	0.00	
	Civic Technology Analyst	1.00	1.00	0.00	
	Public Safety Technology Coordinator	1.00	1.00	0.00	
	Network Infrastructure & Security Manager	1.00	1.00	0.00	
	Programmer Analyst	1.00	1.00	0.00	
	Technical Support Specialist I	2.00	2.00	0.00	
	CIO/IT Division Manager	1.00	1.00	0.00	
	IT Service Delivery Manager	1.00	1.00	0.00	
	Systems Administrator	1.00	1.00	0.00	
	INFORMATION TECHNOLOGY TOTAL	13.00	13.00	0.00	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
1941	PARKING ENFORCEMENT AND TICKETS				
	Parking Enforcement Officer	10.00	12.00	2.00	2 FTE added
	Parking Enforcement Supervisor	1.00	1.00	0.00	
	PARKING ENFORCEMENT AND TICKETS TOTAL	11.00	13.00	2.00	
1950	FACILITIES				
	Facilities Maintenance Supervisor	2.00	2.00	0.00	
	Facilities & Fleet Division Manager	1.00	0.50	-0.50	0.5 FTE moved to Fleet Fund (7710)
	Facilities Maintenance Worker I	4.00	2.00	-2.00	1 FTE Reclassified to Facilities Operations Coordinator; 1 FTE eliminated
	Facilities Operations Coordinator	0.00	1.00	1.00	Reclassified from Facilities Maintenance Worker I
	Facilities Maint. Worker III	11.00	11.00	0.00	
	PT Facility Services Worker	0.20	0.00	-0.20	Reclassified in 2017 to Facilities Maint. Worker I
	Master Tradesman	2.00	2.00	0.00	
	FACILITIES TOTAL	20.20	18.50	-1.70	
	ADMINISTRATIVE SERVICES DEPARTMENT	54.70	53.10	-1.60	
2101	COMMUNITY DEVELOPMENT ADMINISTRATION				
	Director, Community Development	0.75	0.75	0.00	0.25 FTE in Affordable Housing Fund
	Management Analyst	1.00	1.00	0.00	
	Social Services Grants & Compliance Specialist	0.50	0.50	0.00	0.5 FTE in CDBG 5220
2101	COMMUNITY DEVELOPMENT ADMINISTRATION TOTAL	2.25	2.25	0.00	
2105	PLANNING AND ZONING				
	Senior Planner	1.00	1.00	0.00	
	Planning & Zoning Administrator	1.00	0.00	-1.00	Reclassified to Planning & Zoning Manager
	Planning & Zoning Manager	0.00	1.00	1.00	
	Neighborhood & Land Use Planner	1.00	1.00	0.00	
	Development Planner	1.00	1.00	0.00	
	Planner	0.00	1.00	1.00	Position added
	Zoning Administrator	0.00	1.00	1.00	
	Zoning Planner	1.00	1.00	0.00	Reclassified to Zoning Administrator
2105	PLANNING AND ZONING TOTAL	5.00	7.00	2.00	
2126	BUILDING INSPECTION SERVICES				
	Electrical Inspector II	1.00	1.00	0.00	
	Plumbing/Mechanical Inspector	2.00	2.00	0.00	
	Sign Inspector/Graffiti Tech	1.00	1.00	0.00	
	Plan Reviewer	1.00	1.00	0.00	
	Building Construction Insp. Supervisor	1.00	1.00	0.00	
	Customer Service Coordinator	0.40	0.40	0.00	0.6 FTE in Housing Rehabilitation (5187)
	Customer Service Representative	1.00	2.00	1.00	Position added
	Civil Engineer III	1.00	1.00	0.00	
	Civil Engineer II/ROW Permits	1.00	1.00	0.00	
	Structural Inspector/Plan Reviewer	1.00	1.00	0.00	
	Build/Insp Serv. Division Manager	0.85	0.85	0.00	0.15 FTE in Housing Rehabilitation (5187)
2126	BUILDING INSPECTION SERVICES TOTAL	11.25	12.25	1.00	
5300	ECONOMIC DEVELOPMENT				
	Senior Economic Development Coordinator	1.00	1.00	0.00	
	Economic Development Division Mgr.	1.00	1.00	0.00	
	Loyal Government Management Fellow	0.50	0.00	-0.50	0.5 FTE moved to City Manager (1505)
	Economic Development Program Specialist	1.00	0.00	-1.00	1 FTE reclassified to Asst. to the City Manager (1510)
	ECONOMIC DEVELOPMENT TOTAL	3.50	2.00	-1.50	
	COMMUNITY DEVELOPMENT DEPARTMENT	22.00	23.50	1.50	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
2205	POLICE ADMINISTRATION				
	Administrative Lead	1.00	1.00	0.00	Reclassified from Administrative Secretary
	Chief of Police	1.00	1.00	0.00	
	Police Commander	1.00	1.00	0.00	
	POLICE ADMINISTRATION TOTAL	3.00	3.00	0.00	
2210	PATROL OPERATIONS				
	Police Commander	3.00	3.00	0.00	
	Police Officer	76.00	76.00	0.00	
	Police Sergeant	11.00	11.00	0.00	
	Deputy Chief	1.00	1.00	0.00	
	PATROL OPERATIONS TOTAL	91.00	91.00	0.00	
2215	CRIMINAL INVESTIGATION				
	Police Commander	1.00	1.00	0.00	
	Police Officer	14.00	14.00	0.00	
	Police Sergeant	2.00	2.00	0.00	
	Deputy Chief	1.00	1.00	0.00	
	CRIMINAL INVESTIGATION TOTAL	18.00	18.00	0.00	
2230	JUVENILE BUREAU				
	Police Commander	1.00	0.00	-1.00	Position eliminated
	Police Officer	8.00	8.00	0.00	
	Police Sergeant	1.00	1.00	0.00	
	JUVENILE BUREAU TOTAL	10.00	9.00	-1.00	
2235	SCHOOL LIAISON				
	Police Officer	4.00	4.00	0.00	
	SCHOOL LIAISON TOTAL	4.00	4.00	0.00	
2240	POLICE RECORDS				
	Manager, Police Records Bureau	1.00	1.00	0.00	
	Records Input Operator	3.00	3.00	0.00	
	Video Records Clerk	1.00	0.00	-1.00	Position eliminated
	Assistant Records Manager/Specialist	1.00	1.00	0.00	
	Review Officer	1.00	1.00	0.00	
	POLICE RECORDS TOTAL	7.00	6.00	-1.00	
2245	COMMUNICATIONS				
	Telecommunicator	14.00	14.00	0.00	
	COMMUNICATIONS TOTAL	14.00	14.00	0.00	
2250	SERVICE DESK				
	Court Liaison	1.00	0.00	-1.00	Position eliminated
	Service Desk Officer II	11.50	11.50	0.00	
	311/Service Desk Manger	1.00	1.00	0.00	
	311/Service Desk Assistant Supervisor	1.00	1.00	0.00	
	SERVICE DESK TOTAL	14.50	13.50	-1.00	
2251	PUBLIC INFORMATION				
	Service Desk Officer I	8.50	8.50	0.00	
	PUBLIC INFORMATION TOTAL	8.50	8.50	0.00	
2255	OFFICE OF PROFESSIONAL STANDARDS				
	Exec Secretary (non-Dept Head)	1.00	0.00	-1.00	reclassified to Administrative Assistant
	Administrative Assistant	0.00	1.00	1.00	
	Police Commander	1.00	1.00	0.00	
	Police Sergeant	2.00	2.00	0.00	
	OFFICE OF PROFESSIONAL STANDARDS TOTAL	4.00	4.00	0.00	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
2260	OFFICE OF ADMINISTRATION				
	Deputy Chief	1.00	1.00	0.00	
	Administrative Coordinator	1.00	1.00	0.00	
	Finance and Budget Manager	1.00	1.00	0.00	
	OFFICE OF ADMINISTRATION TOTAL	3.00	3.00	0.00	
2265	NEIGHBORHOOD ENFORCEMENT TEAM				
	Police Commander	1.00	1.00	0.00	
	Police Officer	13.00	13.00	0.00	
	Police Sergeant	2.00	2.00	0.00	
	NEIGHBORHOOD ENFORCEMENT TEAM TOTAL	16.00	16.00	0.00	
2270	TRAFFIC BUREAU				
	Police Officer	6.00	6.00	0.00	
	Police Sergeant	1.00	1.00	0.00	
	Towing Coordinator	1.00	1.00	0.00	
	TRAFFIC BUREAU TOTAL	8.00	8.00	0.00	
2275	COMMUNITY STRATEGIC BUREAU				
	Crime Analyst	1.00	1.00	0.00	
	COMMUNITY STRATEGIC BUREAU TOTAL	1.00	1.00	0.00	
2280	ANIMAL CONTROL				
	Animal Control Warden	1.00	1.00	0.00	
	ANIMAL CONTROL TOTAL	1.00	1.00	0.00	
2285	PROBLEM SOLVING TEAM				
	Police Commander	1.00	1.00	0.00	
	Police Sergeant	1.00	1.00	0.00	
	Police Officer	12.00	12.00	0.00	
	PROBLEM SOLVING TEAM TOTAL	14.00	14.00	0.00	
2290	PROPERTY BUREAU				
	Management Analyst	1.00	1.00	0.00	
	Property Officer	1.00	1.00	0.00	
	PROPERTY BUREAU TOTAL	2.00	2.00	0.00	
2295	BUILDING MANAGEMENT				
	Custodian I	1.00	1.00	0.00	
	BUILDING MANAGEMENT TOTAL	1.00	1.00	0.00	
	POLICE DEPARTMENT	220.00	217.00	-3.00	
2305	FIRE MANAGEMENT & SUPPORT				
	Administrative Lead	1.00	1.00	0.00	Reclassified from Administrative Secretary
	Fire Chief	1.00	1.00	0.00	
	Management Analyst	1.00	0.00	-1.00	Reclassified to Administrative Coordinator
	Administrative Coordinator	0.00	1.00	1.00	Reclassified from Management Analyst
	FIRE MANAGEMENT & SUPPORT TOTAL	3.00	3.00	0.00	
2310	FIRE PREVENTION				
	Division Chief, Fire	1.00	1.00	0.00	
	Fire Captain	2.00	2.00	0.00	
	Fire Plan Reviewer	1.00	1.00	0.00	
	FIRE PREVENTION TOTAL	4.00	4.00	0.00	
2315	FIRE SUPPRESSION				
	Division Chief, Fire	2.00	2.00	0.00	
	Fire Captain	24.00	24.00	0.00	
	Firefighter	74.00	74.00	0.00	
	Shift Chief, Fire	3.00	3.00	0.00	
	FIRE SUPPRESSION TOTAL	103.00	103.00	0.00	
	FIRE DEPARTMENT	110.00	110.00	0.00	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
2407	HEALTH SERVICES ADMINISTRATION				
	Director, Health & Human Services	0.75	0.75	0.00	0.25 FTE in General Assistance Fund (2407)
	Senior Management Analyst	0.00	1.00	1.00	Position added
	Administrative Lead	1.00	1.00	0.00	Reclassified from Administrative Secretary
	HEALTH SERVICES ADMINISTRATION TOTAL	1.75	2.75	1.00	
2435	FOOD AND ENVIRONMENTAL HEALTH				
	Environmental Health Practitioner	2.00	2.00	0.00	
	Senior Environmental Health Practitioner	1.00	1.00	0.00	
	Property Maint Inspector I	3.00	3.00	0.00	
	Senior Property Maintenance Inspector	1.00	1.00	0.00	
	Communicable Dis Surv Specialist	1.00	1.00	0.00	
	Emergency Response Coordinator	1.00	1.00	0.00	
	Health License Coordinator	1.00	1.00	0.00	
	Customer Service Representative	1.00	1.00	0.00	
	Assistant Health Director	1.00	0.00	-1.00	Position eliminated
	Public Health Manager	1.00	1.00	0.00	
	FOOD AND ENVIRONMENTAL HEALTH TOTAL	13.00	12.00	-1.00	
2440	VITAL RECORDS				
	Customer Service Representative	1.00	0.00	-1.00	Position eliminated
	VITAL RECORDS TOTAL	1.00	0.00	-1.00	
2445	HUMAN SERVICES				
	Human Services Advocate	3.00	2.00	-1.00	Position eliminated
	HUMAN SERVICES TOTAL	3.00	2.00	-1.00	
2455	COMMUNITY HEALTH				
	Human Services Manager	1.00	1.00	0.00	
	Public Health Educator	1.00	0.00	-1.00	Position eliminated
	COMMUNITY HEALTH TOTAL	2.00	1.00	-1.00	
	HEALTH AND HUMAN SERVICES DEPARTMENT	20.75	17.75	-3.00	
4105	PUBLIC WORKS AGENCY ADMIN				
	Director of Public Works Agency	0.00	0.50	0.50	0.5 FTE in Water Fund (4200)
	Part-Time Clerk	0.50	0.00	-0.50	Position eliminated
	Special Projects Assistant	2.00	0.00	-2.00	Reclassified to Administrative Lead
	Administrative Lead	0.00	2.00	2.00	Reclassified from Special Projects Assistant
	Project Management Supervisor	2.00	1.00	-1.00	1 FTE moved to Water Fund (4105); reclassified to Plumbing Inspector
	PUBLIC WORKS AGENCY ADMIN TOTAL	4.50	3.50	-1.00	
4300	ENVIRONMENTAL SERVICES				
	Environmental Services Coordinator	1.00	1.00	0.00	
	ENVIRONMENTAL SERVICES TOTAL	1.00	1.00	0.00	
4310	RECYCLING AND ENVIRONMENTAL MAINTENANCE				
	Equipment Operator I	1.00	1.00	0.00	
	Equipment Operator II	2.00	2.00	0.00	
	Public Works Maint Wrkr II	3.00	3.00	0.00	
	RECYCLING AND ENVIRONMENTAL MAINTAINENCE T	6.00	6.00	0.00	
4320	FORESTRY				
	Arborist	1.00	1.00	0.00	
	Forestry Worker I	1.00	0.00	-1.00	Position moved to Solid Waste Fund
	Parks/Forestry Crew Leader	3.00	3.00	0.00	
	Parks/Forestry Worker III	13.00	13.00	0.00	
	FORESTRY TOTAL	18.00	17.00	-1.00	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
4330	GREENWAYS				
	Equipment Operator II	2.00	2.00	0.00	
	General Tradesman	1.00	1.00	0.00	
	Greenway Supervisor	1.00	1.00	0.00	
	Greenway Crew Leader	1.00	1.00	0.00	
	Parks/Forestry Crew Leader	3.00	3.00	0.00	
	Parks/Forestry Worker II	1.00	0.00	-1.00	Reclassified to Public Works Maint. Worker II
	Public Works Maintenance Worker II	2.00	2.00	0.00	1 FTE reclassified from Parks/Forestry Worker II; 1 FTE moved to Parking Fund
	Public Works Maintenance Worker I	1.00	1.00	0.00	
	Parks/Forestry Worker III	4.00	4.00	0.00	
	GREENWAYS TOTAL	16.00	15.00	-1.00	
4410	STREETS AND RIGHT OF WAY				
	Civil Engineer III	0.25	0.75	0.50	Moved from Special Assessment (6000)
	Engineering Associate II	1.00	1.00	0.00	
	STREETS AND RIGHT OF WAY TOTAL	1.25	1.75	0.50	
4420	TRANSPORTATION				
	Sr Proj Mgr: Traf/ROW/Permits	1.00	1.00	0.00	
	Traffic Engineering Technician	0.50	0.50	0.00	0.5 FTE in Parking Fund (4510)
	TRANSPORTATION TOTAL	1.50	1.50	0.00	
4430	PARKS AND FACILITIES				
	Architect	0.50	0.50	0.00	0.5 FTE in Parking Fund (4430)
	PARKS AND FACILITIES TOTAL	0.50	0.50	0.00	
4500	INFRASTRUCTURE MAINTENANCE				
	Public Services Bureau Chief	0.75	0.75	0.00	0.25 FTE in Solid Waste Fund (4310)
	INFRASTRUCTURE MAINTENANCE TOTAL	0.75	0.75	0.00	
4510	STREET MAINTENANCE				
	Equipment Operator II	10.00	9.00	-1.00	Reclassified to Equipment Operator III
	Equipment Operator III	2.00	3.00	1.00	Reclassified from Equipment Operator II
	Public Works Maint Wrkr II	1.00	0.00	-1.00	Position eliminated
	PW Crew Leader	2.00	2.00	0.00	
	Supervisor: Streets	1.00	1.00	0.00	
	STREET MAINTENANCE TOTAL	16.00	15.00	-1.00	
4520	TRAFFIC SIGNS AND STREET LIGHT MAINTENANCE				
	Traffic Operations Supervisor	1.00	1.00	0.00	
	Public Works Maint Wrkr III	3.00	3.00	0.00	
	Traffic Electrician	3.00	3.00	0.00	
	Traffic Electrician Leader	1.00	1.00	0.00	
	TRAFFIC SIGNS AND STREET LIGHT MAINTENANCE TO	8.00	8.00	0.00	
	PUBLIC WORKS AGENCY	73.50	70.00	-3.50	
3005	RECREATION MANAGEMENT & GENERAL SUPPORT				
	Director, Recreation & Comm. Services	1.00	1.00	0.00	
	Special Projects Assistant	1.00	0.00	-1.00	Reclassified to Administrative Coordinator
	Administrative Coordinator	0.00	1.00	1.00	Reclassified from Special Projects Assistant
	Exec Secretary (to Dept. Head)	1.00	0.00	-1.00	Reclassified to Administrative Lead
	Administrative Lead	0.00	1.00	1.00	Reclassified from Exec Secretary
	Youth Advocate	0.00	1.00	1.00	Moved from Youth Engagement (3215); increased by 0.2 FTE
	RECREATION MGMT & GENERAL SUPPORT	3.00	4.00	1.00	
3010	RECREATION BUSINESS & FISCAL MANAGEMENT				
	Data Control Clerk	1.00	1.00	0.00	
	Recreation Support Specialist	1.00	1.00	0.00	
	RECREATION BUSINESS & FISCAL MANAGEMENT	2.00	2.00	0.00	
3020	RECREATION GENERAL SUPPORT				
	Asst. Director of Recr. & Comm. Services	2.00	1.00	-1.00	Position eliminated
	Program Coordinator	0.40	0.00	-0.40	0.4 FTE moved to Special Recreation (3130)
	RECREATION GENERAL SUPPORT TOTAL	2.40	1.00	-1.40	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
3030	CROWN COMMUNITY CENTER				
	Building Supervisor	1.00	1.00	0.00	
	Fac Maint. Worker/Cust II	2.00	2.00	0.00	
	Recreation Program Coordinator	1.00	1.00	0.00	
	After School Supervisor	1.00	1.00	0.00	
	PT Preschool Instructor	2.66	2.66	0.00	
	PT Custodian	1.60	1.60	0.00	
	Preschool Program Supervisor	0.50	0.50	0.00	
	CROWN COMMUNITY CENTER TOTAL	9.76	9.76	0.00	
3035	CHANDLER COMMUNITY CENTER				
	Clerk III	0.75	0.75	0.00	
	Recreation Program Coordinator	1.00	2.00	1.00	Reclassified from Program Supervisor
	Program Supervisor	0.80	0.00	-0.80	Reclassified to Recreation Program Coordinator
	PT Custodian	1.53	1.78	0.25	
	Facilities Supervisor	0.40	0.40	0.00	
	CHANDLER COMMUNITY CENTER TOTAL	4.48	4.93	0.45	
3040	FLEETWOOD JOURDAIN COMMUNITY CENTER				
	Clerk III	0.70	0.70	0.00	
	Office Coordinator	1.00	1.00	0.00	
	Custodian II	1.00	1.00	0.00	
	Recreation Manager	1.00	1.00	0.00	
	Recreation Program Coordinator	1.00	1.00	0.00	
	Program Supervisor	1.25	0.60	-0.65	1 FTE reclassified to Assistant Program Coordinator; 0.35 FTE moved from Sports Leagues (3100)
	Assistant Program Coordinator	0.00	1.00	1.00	1 FTE reclassified from Program Supervisor
	After School Supervisor	0.50	0.50	0.00	
	PT Custodian	0.50	0.50	0.00	
	FLEETWOOD JOURDAIN COMM. CENTER TOTAL	6.95	7.30	0.35	
3045	FLEETWOOD JOURDAIN THEATER				
	Recreation Program Coordinator	1.00	1.00	0.00	
	FLEETWOOD JOURDAIN THEATER TOTAL	1.00	1.00	0.00	
3050	RECREATION OUTREACH				
	Program Supervisor	0.50	0.50	0.00	
	RECREATION OUTREACH	0.50	0.50	0.00	
3055	LEVY CENTER SENIOR SERVICES				
	Custodian I	2.00	1.00	-1.00	Reclassified to Custodian II
	Fac Maint. Worker/Cust II	0.00	1.00	1.00	
	Recreation Manager	1.00	1.00	0.00	
	Recreation Program Coordinator	2.00	2.00	0.00	
	Secretary II	1.00	1.00	0.00	
	PT Office Assistant	0.67	0.67	0.00	
	Facilities Supervisor	1.38	1.22	-0.16	0.16 FTE moved to Noyes (3710)
	FT Bus Driver	1.00	1.00	0.00	
	PT Custodian	1.45	1.45	0.00	
	Senior Citizen Ombudsman Manager	1.00	1.00	0.00	
	Senior Citizen Ombudsman Assistant	1.00	1.00	0.00	
	LEVY CENTER SENIOR SERVICES TOTAL	12.50	12.34	-0.16	
3080	BEACHES				
	Recreation Program Coordinator	0.75	0.75	0.00	0.25 FTE in Park Service (3150)
	Recreation Services Manager	0.50	0.50	0.00	Other FTE in 3130, 3150, 3100
	BEACHES TOTAL	1.25	1.25	0.00	
3095	CROWN ICE RINK				
	Clerk II	1.50	1.50	0.00	
	Office Coordinator	1.00	1.00	0.00	
	Recreation Program Coordinator	1.00	1.00	0.00	
	Assistant Program Coordinator	1.00	1.00	0.00	
	Recreation Manager	1.00	1.00	0.00	
	Office Assistant	0.60	0.60	0.00	
	Facilities Supervisor	0.89	0.89	0.00	
	PT Custodian	0.50	0.50	0.00	
	CROWN ICE RINK TOTAL	7.49	7.49	0.00	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
3100	SPORTS LEAGUES				
	Recreation Services Manager	0.05	0.05	0.00	Other FTE in 3080, 3150, 3100
	Program Supervisor	0.50	0.00	-0.50	Moved to Fleetwood-Jourdain (3040)
	SPORTS LEAGUES TOTAL	0.55	0.05	-0.50	
3130	SPECIAL RECREATION				
	Recreation Program Coordinator	1.60	2.00	0.40	0.4 FTE moved from General Support (3020)
	Recreation Services Manager	0.25	0.25	0.00	Other FTE in 3080, 3100, 3150
	Program Supervisor	0.46	0.46	0.00	
	SPECIAL RECREATION TOTAL	2.31	2.71	0.40	
3140	BUS PROGRAM				
	PT Bus Driver	1.15	1.15	0.00	
	BUS PROGRAM TOTAL	1.15	1.15	0.00	
3150	PARK SERVICE UNIT				
	Recreation Program Coordinator	0.25	0.25	0.00	0.75 FTE in Beaches (3130)
	Recreation Services Manager	0.20	0.20	0.00	Other FTE in 3080, 3100, 3130
	PT Park Ranger	1.00	1.00	0.00	
	PARK SERVICE UNIT TOTAL	1.45	1.45	0.00	
3215	YOUTH ENGAGEMENT				
	Youth Advocate	0.80	0.00	-0.80	Moved to Mgmt and Support (3005)
	Community Services Manager	1.00	1.00	0.00	
	Program Coordinator - YYA	1.00	1.00	0.00	
	Youth-Young Adult Ast. Prog. Coordinator	1.00	1.00	0.00	
	Youth-Young Adult Outreach Program Assistant	0.45	0.45	0.00	
	Youth-Young Adult Outreach Worker	2.45	2.45	0.00	
	Youth-Young Adult Outreach Development Worker	2.00	2.00	0.00	
	YOUTH ENGAGEMENT TOTAL	8.70	7.90	-0.80	
3225	GIBBS-MORRISON CULTURAL CENTER				
	Facilities Coordinator	1.00	1.00	0.00	
	Facilities Supervisor	1.50	1.50	0.00	
	GIBBS-MORRISON CULTURAL CENTER TOTAL	2.50	2.50	0.00	
3605	ECOLOGY CENTER				
	Clerk III	1.00	1.00	0.00	
	Recreation Program Coordinator	2.00	2.00	0.00	
	Garden Coordinator	0.20	0.20	0.00	
	Facilities Supervisor	0.32	0.50	0.18	
	PT Custodian	0.25	0.25	0.00	
	ECOLOGY CENTER TOTAL	3.77	3.95	0.18	
3710	NOYES CULTURAL ARTS CENTER				
	Office Assistant	0.85	0.50	-0.35	
	Weekend/Evening Coordinator	1.00	1.00	0.00	
	PT Custodian	1.52	1.68	0.16	0.16 FTE moved from Levy Center (3055)
	NOYES CULTURAL ARTS CENTER TOTAL	3.37	3.18	-0.19	
3720	CULTURAL ARTS PROGRAMS				
	Recreation Program Coordinator	1.00	1.00	0.00	
	CULTURAL ARTS PROGRAMS TOTAL	1.00	1.00	0.00	
	PARKS, RECREATION, & COMM. SERV. DEPT.	76.13	75.46	-0.67	
	General Fund	613.58	600.81	-12.77	
				-12.77	
4605	GENERAL ASSISTANCE ADMINISTRATION				
	Director, Health & Human Services	0.25	0.25	0.00	0.75 FTE in General Fund (2407)
	Customer Service Representative	1.00	1.00	0.00	
	Human Services Specialist	1.00	1.00	0.00	
	General Assistance Specialist	2.00	2.00	0.00	
	GENERAL ASSISTANCE ADMINISTRATION TOTAL	4.25	4.25	0.00	
	GENERAL ASSISTANCE FUND	4.25	4.25	0.00	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
4805	EARLY LEARNING & LITERACY				
	Librarian I	2.50	2.50	0.00	
	Librarian III	1.00	1.00	0.00	
	Youth Engagement Librarian II	0.00	1.00	1.00	moved from 4825
	Supervising Librarian	1.00	0.00	-1.00	moving to 4835
	Teen Services Librarian I	1.00	0.00	-1.00	moving to 4835
	Library Assistant	5.11	3.11	-2.00	
	EARLY LEARNING & LITERACY TOTAL	10.61	7.61	-3.00	
4806	LIFELONG LEARNING & LITERACY				
	Librarian I	5.03	5.03	0.00	
	Supervising Librarian	1.00	0.00	-1.00	
	Librarian III	0.00	1.00	1.00	reclassified from Supervising Librarian
	Library Assistant	2.53	2.74	0.21	
	Technology Associate	2.80	0.00	-2.80	
	Technology Trainer	1.06	0.00	-1.06	
	Administrative Librarian	1.00	0.00	-1.00	position eliminated
	Virtual Services Librarian	1.00	0.00	-1.00	moved to 4835
	LIFELONG LEARNING & LITERACY TOTAL	14.42	8.77	-5.65	
4820	ACCESS SERVICES				
	Circulation Manager	1.00	1.00	0.00	
	Librarian III	0.00	1.00	1.00	moved from 4835
	Assistant Circulation Manager	1.00	1.00	0.00	
	Library Aide II	3.07	3.21	0.14	
	Collection Development Manager	0.00	1.00	1.00	moved from 4835
	Library Assistant	0.00	2.75	2.75	moved from 4835
	Library Clerk	5.68	7.34	1.66	
	Shelver	4.84	4.84	0.00	
	ACCESS SERVICES TOTAL	15.59	22.14	6.55	
4825	ENGAGEMENT SERVICES				
	Librarian III	1.00	2.00	1.00	
	Shelver	0.40	0.40	0.00	
	Community Engagement Assistant	0.53	0.67	0.14	
	Latino Engagement Librarian	1.00	1.00	0.00	
	Community Engagement Librarian	1.00	0.00	-1.00	reclassified to Librarian III
	Youth Engagement Librarian II	1.00	0.00	-1.00	
	Branch Assistant	3.68	3.68	0.00	
	Library Aide II	0.00	0.21	0.21	
	Library Clerk	1.27	0.53	-0.74	
	ENGAGEMENT SERVICES TOTAL	9.88	8.49	-1.39	
4835	INNOVATION & DIGITAL LEARNING				
	Librarian I	0.67	0.00	-0.67	eliminated
	Librarian III	1.00	1.00	0.00	
	Library Assistant	2.75	0.53	-2.22	
	Virtual Services Librarian	0.00	1.00	1.00	moved from 4805
	Technology Associate	0.00	3.53	3.53	moved from 4806
	Technology Trainer	0.00	1.06	1.06	moved from 4806
	Teen Services Librarian I	0.00	1.00	1.00	moved from 4805
	Teen Engagement Coordinator	0.00	1.00	1.00	
	Collection Development Manager	1.00	0.00	-1.00	moved to 4820
	Library Clerk	1.53	0.00	-1.53	
	INNOVATION & DIGITAL LEARNING TOTAL	6.95	9.12	2.17	
4840	MAINTENANCE				
	Custodian II	2.00	2.00	0.00	
	Custodian I	0.80	0.75	-0.05	
	Security Monitor	2.67	2.79	0.12	
	Facilities Management Supervisor	1.00	1.00	0.00	
	MAINTENANCE TOTAL	6.47	6.54	0.07	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
4845	ADMINISTRATION				
	Office Coordinator	1.00	1.00	0.00	
	Director, Library	1.00	1.00	0.00	
	Assistant Library Director	1.00	1.00	0.00	
	Administrative Lead	1.00	1.00	0.00	Reclassified from Administrative Secretary
	Development Associate	1.34	1.34	0.00	
	Development Manager	1.00	1.00	0.00	
	Community Engagement Coordinator	0.80	0.80	0.00	
	ADMINISTRATION TOTAL	7.14	7.14	0.00	
	LIBRARY FUND	71.06	69.81	-1.25	
5005	NSP2				
	Housing and Grant Administrator	0.05	0.00	-0.05	Moved to CDBG 5220
	Grants and Compliance Specialist	0.10	0.00	-0.10	0.1 FTE Moved to CDBG (5220)
	NSP2 TOTAL	0.15	0.00	-0.15	
	NSP2 FUND	0.15	0.00	-0.15	
5150	EMERGENCY TELEPHONE SYSTEM				
	Asst. Communications Coordinator	2.00	2.00	0.00	
	Communications Coordinator	1.00	1.00	0.00	
	Telecommunicator	2.00	2.00	0.00	
	EMERGENCY TELEPHONE SYSTEM TOTAL	5.00	5.00	0.00	
	EMERGENCY TELEPHONE SYSTEM FUND	5.00	5.00	0.00	
5187	HOUSING REHABILITATION				
	Construction Rehabilitation Specialist	1.00	1.00	0.00	
	Customer Service Coordinator	0.60	0.60	0.00	0.4 FTE in Building Inspection (2126)
	Build/Insp. Serv. Division Manager	0.15	0.15	0.00	0.85 FTE in Building Inspection (2126)
	HOUSING REHABILITATION TOTAL	1.75	1.75	0.00	
5220	CDBG ADMINISTRATION				
	Housing and Grant Manager	0.55	0.60	0.05	0.4 FTE in Affordable Housing (5465); retitled from Housing & Grant Administrator
	PT Financial Analyst	0.50	0.50	0.00	
	Grants and Compliance Specialist	0.90	1.00	0.10	0.1 FTE Moved from NSP2 (5505)
	Social Services Grants and Compliance Specialist	0.50	0.50	0.00	0.5 FTE in General Fund (2101)
	Housing Policy & Planning Analyst	0.30	0.30	0.00	Additional FTE in HOME (5430) and Affordable Housing (5465)
	CDBG ADMINISTRATION TOTAL	2.75	2.90	0.15	
	CDBG ADMINISTRATION FUND	4.50	4.65	0.15	
5430	HOME FUND				
	Housing Policy & Planning Analyst	0.35	0.35	0.00	Additional FTE in CDBG (5220) and Affordable Housing (5465)
	HOME FUND	0.35	0.35	0.00	
5465	AFFORDABLE HOUSING FUND				
	Housing Policy & Planning Analyst	0.35	0.35	0.00	Additional FTE in CDBG (5220) and HOME (5430)
	Community Development Director	0.25	0.25	0.00	0.75 FTE in General Fund (2101)
	Housing and Grant Manager	0.40	0.40	0.00	0.6 FTE in CDBG Administration (5220); retitled from
	AFFORDABLE HOUSING FUND	1.00	1.00	0.00	
4105	CAPITAL IMPROVEMENT FUND				
	Capital Planning Bureau Chief	0.50	0.50	0.00	0.5 FTE in Water Fund (4105)
	Senior Project Manager	2.50	2.50	0.00	0.5 FTE in Parking Fund (4510)
	Civil Engineer II	0.50	0.50	0.00	0.5 FTE in Sewer Fund (4530)
	ADA/CIP Project Manager	1.00	1.00	0.00	
	CAPITAL IMPROVEMENT FUND	4.50	4.50	0.00	
6000	SPECIAL ASSESSMENT FUND				
	Civil Engineer III	0.50	0.00	-0.50	Moved to General Fund (4410)
	SPECIAL ASSESSMENT FUND	0.50	0.00	-0.50	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
1560	REVENUE AND COLLECTIONS				
	Revenue Manager	0.50	0.50	0.00	
	Customer Service Representative	2.00	2.00	0.00	
	Revenue Collections Coordinator	1.00	1.00	0.00	
	REVENUE AND COLLECTIONS TOTAL	3.50	3.50	0.00	
4420	TRANSPORTATION				
	Traffic Engineering Technician	0.50	0.50	0.00	0.5 FTE in General Fund (4420)
	TRANSPORTATION TOTAL	0.50	0.50	0.00	
4430	PARKS AND FACILITIES				
	Architect	0.50	0.50	0.00	0.5 FTE in Parking Fund (4430)
	PARKS AND FACILITIES TOTAL	0.50	0.50	0.00	
4510	STREET MAINTENANCE				
	Senior Project Manager	0.50	0.50	0.00	0.5 FTE in Capital Fund (4118)
	Public Works Maint Wrkr II	1.00	0.00	-1.00	Position eliminated
	STREET MAINTENANCE TOTAL	1.50	0.50	-1.00	
4310	RECYCLING AND ENVIRONMENTAL MAINTENANCE				
	Public Works Maint Wrkr I	0.00	1.00	1.00	Reclassified from Public Works Maint Wrkr II
	Public Works Maint Wrkr II	1.00	0.00	-1.00	Reclassified to Public Works Maint Wrkr I
	Sanitation Supervisor	1.00	1.00	0.00	
	RECYCLING AND ENVIRONMENTAL MAINTENANCE TOTAL	2.00	2.00	0.00	
4330	GREENWAYS				
	Public Works Maint Wrkr II	2.00	3.00	1.00	1 FTE moved from General Fund
	GREENWAYS TOTAL	2.00	3.00	1.00	
7005	PARKING SYSTEM MANAGEMENT				
	Parking Operations Coordinator	1.00	1.00	0.00	
	Transportation and Mobility Coordinator	1.00	1.00	0.00	
	Management Analyst	0.00	1.00	1.00	Moved from General Fund (1905)
	Parking Operations Specialist	0.00	1.00	1.00	Position added
	Parking Facilities Supervisor	1.00	1.00	0.00	
	Parking Division Manager	1.00	1.00	0.00	
	PARKING SYSTEM MANAGEMENT TOTAL	4.00	6.00	2.00	
7015	PARKING LOTS & METERS				
	Parking Maintenance Worker	2.00	2.00	0.00	
	PARKING LOTS & METERS TOTAL	2.00	2.00	0.00	
7037	MAPLE AVENUE GARAGE				
	Facilities Maintenance Worker III	1.00	1.00	0.00	
	MAPLE AVENUE GARAGE TOTAL	1.00	1.00	0.00	
	PARKING SYSTEM FUND	17.00	19.00	2.00	
4105	PUBLIC WORKS AGENCY ADMIN				
	MWEBE/LEP and Workforce Development Coordinator	0.50	0.50	0.00	0.5 FTE in Sewer Fund (4530)
	Capital Planning Bureau Chief	0.50	0.50	0.00	0.5 FTE in Capital Fund (4118)
	Sustainability Coordinator	0.25	0.25	0.00	0.5 FTE General Fund (1535), 0.25 FTE Solid Waste Fund (4310)
	Project Management Supervisor	0.50	0.00	-0.50	Reclassified to Management Analyst
	Management Analyst	0.00	0.50	0.50	Reclassified from Project Management Supervisor; .5 FTE in Sewer Fund (4105)
	Plumbing Inspector	0.50	0.50	0.00	0.5 FTE in Sewer Fund (4105)
	PUBLIC WORKS AGENCY ADMIN TOTAL	2.25	2.25	0.00	
4200	WATER PRODUCTION				
	Director of Public Works Agency	1.00	0.50	-0.50	0.5 FTE in General Fund (4105)
	Civil Engineer	1.00	1.00	0.00	
	Senior Project Manager	1.00	1.00	0.00	
	Special Projects Assistant	1.00	0.00	-1.00	Reclassified to Administrative lead
	Administrative Lead	0.00	1.00	1.00	Reclassified from Special Projects Assistant

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
	Water Production Bureau Chief	1.00	1.00	0.00	
	WATER PRODUCTION TOTAL	5.00	4.50	-0.50	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
4208	WATER BILLING				
	Cust. Svc./Wtr Bill Coordinator	1.00	1.00	0.00	
	Part Time Clerk	0.50	0.50	0.00	
	WATER BILLING TOTAL	1.50	1.50	0.00	
4210	PUMPING				
	Division Chief, Pumping	1.00	1.00	0.00	
	Project Management Supervisor	1.00	1.00	0.00	
	Water Plant Operator	5.00	5.00	0.00	
	Water Worker I	1.00	1.00	0.00	
	Water Worker II	1.00	1.00	0.00	
	Water/Sewer Mechanic	3.00	3.00	0.00	
	PUMPING TOTAL	12.00	12.00	0.00	
4220	FILTRATION				
	Chemist	1.00	1.00	0.00	
	Division Chief, Filtration	1.00	1.00	0.00	
	Microbiologist	1.00	1.00	0.00	
	Project Management Supervisor	1.00	1.00	0.00	
	Water Plant Operator	5.00	5.00	0.00	
	Water Worker I	1.00	1.00	0.00	
	Water Worker II	1.00	1.00	0.00	
	Water/Sewer Mechanic	3.00	3.00	0.00	
	FILTRATION TOTAL	14.00	14.00	0.00	
4440	WATER AND SEWER CAPITAL				
	Civil Engineer II	1.00	1.00	0.00	
	GIS / Engineering Technician	1.00	1.00	0.00	
	WATER AND SEWER CAPITAL TOTAL	2.00	2.00	0.00	
4540	DISTRIBUTION MAINTENANCE				
	Water Distribution Supervisor	1.00	1.00	0.00	
	Water Worker I	2.00	2.00	0.00	
	Water Worker III	3.00	3.00	0.00	
	Water / Sewer Crew Leader	3.00	3.00	0.00	
	DISTRIBUTION MAINTENANCE TOTAL	9.00	9.00	0.00	
	WATER FUND	45.75	45.25	-0.50	
4440	WATER AND SEWER CAPITAL				
	GIS / Engineering Technician	1.00	0.00	-1.00	Moved to Sewer Maintenance (4530)
	WATER AND SEWER CAPITAL TOTAL	1.00	0.00	-1.00	
4530	SEWER MAINTENANCE				
	Project Management Supervisor	0.50	0.00	-0.50	Reclassified to Management Analyst
	Management Analyst	0.00	0.50	0.50	0.5 FTE in Water Fund (4105)
	Plumbing Inspector	0.50	0.50	0.00	0.5 FTE in Water Fund (4105)
	MWEBE/LEP and Workforce Development Coordinator	0.50	0.50	0.00	0.5 FTE in Water Fund (4105)
	GIS / Engineering Technician	0.00	1.00	1.00	Moved from Water and Sewer Capital (4440)
	Senior Sewer Supervisor	1.00	1.00	0.00	
	Water Worker I	2.00	2.00	0.00	
	Water Worker II	1.00	1.00	0.00	
	Civil Engineer II	0.50	0.50	0.00	0.5 FTE in Capital Fund (4118)
	Civil Engineer III	0.25	0.25	0.00	0.5 FTE in Special Assessment (6000), 0.25 FTE in General Fund (4410)
	Water Worker III	1.00	1.00	0.00	
	Water/Sewer Crew Leader	4.00	4.00	0.00	
	SEWER MAINTENANCE TOTAL	11.25	12.25	1.00	
	SEWER MAINTENANCE FUND	12.25	12.25	0.00	

	Position Description	2018 Adopted Budget FTE	2019 Adopted Budget FTE	Difference	2019 Notes
4310	REFUSE COLLECTION & DISPOSAL				
	Public Services Bureau Chief	0.25	0.25	0.00	0.75 FTE in General Fund (4500)
	Sustainability Coordinator	0.25	0.25	0.00	0.5 FTE in General Fund (1535), 0.25 FTE in Water Fund (4105)
	PW Crew Leader	1.00	1.00	0.00	
	Equipment Operator II	9.00	10.00	1.00	Reclassified from General Fund
	REFUSE COLLECTION & DISPOSAL TOTAL	10.50	11.50	1.00	
	SOLID WASTE FUND	10.50	11.50	1.00	
7710	FLEET MAINTENANCE				
	Administrative Assistant	0.00	0.40	0.40	0.4 FTE moved from General Fund (1905)
	Fleet Services Supervisor	1.00	1.00	0.00	Retitled from Auto Shop Supervisor
	Facilities & Fleet Division Manager	0.00	0.50	0.50	0.5 FTE moved from General Fund (1950)
	Equipment Mechanic III	6.00	7.00	1.00	Position added
	PT Junior Mechanic	0.50	0.00	-0.50	Position Eliminated
	Lead Mechanic	1.00	1.00	0.00	
	Fleet Operations Coordinator	1.00	0.00	-1.00	Position Eliminated
	MAJOR MAINTENANCE TOTAL	9.50	9.90	0.40	
	FLEET SERVICES FUND	9.50	9.90	0.40	
7800	RISK MANAGEMENT				
	Administrative Lead	1.00	1.00	0.00	Reclassified from Administrative Secretary
	Corporation Counsel/City Attorney	0.50	0.50	0.00	
	Assistant City Attorney	1.00	1.00	0.00	Reclassified from Assistant City Attorney I
	Workers Comp. and Safety Manager	1.00	1.00	0.00	
	Safety Specialist	1.00	1.00	0.00	
	RISK MANAGEMENT TOTAL	4.50	4.50	0.00	
7801	EMPLOYEE BENEFITS				
	HR Assistant/Benefits Coordinator	1.00	1.00	0.00	
	EMPLOYEE BENEFITS TOTAL	1.00	1.00	0.00	
	INSURANCE FUND	5.50	5.50	0.00	
	All Funds	805.39	793.77	-11.62	

DEPARTMENT / DIVISION SUMMARY

FY 2015

FY2016

FY2017

FY 2018

FY 2019

FY18-FY19
Difference

GENERAL FUND DEPARTMENTS

1300	City Council	1.00	1.00	1.00	1.00	1.00	0.00
1400	City Clerk	2.00	2.00	2.00	1.00	1.00	0.00
1505	City Manager's Office	5.00	3.50	4.50	4.50	5.00	0.50
1510	Community Engagement	5.00	5.00	5.00	5.00	5.00	0.00
1535	Sustainability	1.00	1.00	1.00	0.50	0.50	0.00
1555	Financial Administration		4.00	4.00	4.00	4.00	0.00
1560	Revenue & Collections		3.00	5.50	3.50	3.50	0.00
1570	Accounting		6.50	6.50	5.50	4.50	(1.00)
1571	Tax Assessment Review		1.00	1.00	1.00	1.00	0.00
1575	Purchasing		3.50	3.50	3.00	3.00	0.00
1580	Community Arts	1.00	1.00	1.00	1.00	0.00	(1.00)
1585	Administrative Adjudication				2.00	1.00	(1.00)
	Subtotal City Manager's Office	12.00	28.50	32.00	30.00	27.50	(2.50)
1705	Law Department	8.00	8.00	4.50	4.50	4.50	0.00
1905	Administration General Support	5.00	5.00	3.00	3.00	1.60	(1.40)
1910	Revenue Division	3.00					
1915	Payroll	2.50	2.50	2.50	2.50	2.00	(0.50)
1920	Accounting	5.50					
1921	Tax Assessment Review	1.00					
1925	Purchasing	3.50					
1929	Human Resources Division	6.50	6.50	6.00	5.00	5.00	0.00
1932	Information Systems	12.00	11.00	13.00	13.00	13.00	0.00
1941	Parking Enforcement & Tickets	12.00	12.00	12.00	11.00	13.00	2.00
1950	Facilities		20.20	21.20	20.20	18.50	(1.70)
	Subtotal Administrative Services	51.00	57.20	57.70	54.70	53.10	(1.60)
2101	Community Development Admin	2.75	2.25	2.25	2.25	2.25	0.00
2105	Planning & Zoning	5.00	5.00	5.00	5.00	7.00	2.00
2126	Building Inspection Services	11.25	14.25	13.25	11.25	12.25	1.00
2135	Economic Development			4.50	3.50	2.00	(1.50)
	Subtotal Community & Economic Development	19.00	21.50	25.00	22.00	23.50	1.50
2205	Police Administration	3.00	3.00	3.00	3.00	3.00	0.00
2210	Patrol Operations	98.00	98.00	91.00	91.00	91.00	0.00
2215	Criminal Investigation	16.00	16.00	18.00	18.00	18.00	0.00
2225	Social Services Bureau	5.00	5.00	5.30			
2230	Juvenile Bureau	9.00	9.00	10.00	10.00	9.00	(1.00)
2235	School Liaison	5.00	5.00	4.00	4.00	4.00	0.00
2240	Police Records	7.00	7.00	7.00	7.00	6.00	(1.00)
2245	Communications Bureau	14.00	14.00	14.00	14.00	14.00	0.00
2250	Service Desk Bureau	19.00	17.00	15.00	14.50	13.50	(1.00)
2251	Public Information	8.50	8.50	8.50	8.50	8.50	0.00
2255	Office of Professional Standards	3.00	3.00	3.00	4.00	4.00	0.00
2260	Office of Administration	3.00	2.00	4.00	3.00	3.00	0.00
2265	Neighborhood Enforcement Team (N.E.T.)	15.00	15.00	16.00	16.00	16.00	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	1.00	1.00	1.00	1.00	0.00
2285	Problem Solving Team	10.00	10.00	14.00	14.00	14.00	0.00
2290	Property Bureau		2.00	2.00	2.00	2.00	0.00
2295	Building Management		1.00	1.00	1.00	1.00	0.00
	Subtotal Police	227.00	225.50	225.80	220.00	217.00	(3.00)

DEPARTMENT / DIVISION SUMMARY		FY 2015	FY2016	FY2017	FY 2018	FY 2019	FY18-FY19 Difference
2305	Fire Management and Support	3.00	3.00	3.00	3.00	3.00	0.00
2310	Fire Prevention	4.00	4.00	4.00	4.00	4.00	0.00
2315	Fire Suppression	103.00	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	2.00	2.00	2.00	1.75	2.75	1.00
2435	Food and Environmental Health	14.10	14.10	14.10	13.00	12.00	(1.00)
2440	Vital Records	1.00	1.00	1.00	1.00	0.00	(1.00)
2445	Human Services				3.00	2.00	(1.00)
2455	Community Health	5.00	4.00	4.00	2.00	1.00	(1.00)
	Subtotal Health & Human Services	22.10	21.10	21.10	20.75	17.75	(3.00)
3005	Recreation Mgt. & General Support	3.00	3.00	3.00	3.00	4.00	1.00
3010	Recreation Business and Fiscal Mgt.	3.00	3.00	3.00	2.00	2.00	0.00
3020	Recreation General Support	2.40	2.40	2.40	2.40	1.00	(1.40)
3030	Robert Crown Community Center	8.56	8.56	9.76	9.76	9.76	0.00
3035	Chandler Community Center	6.48	6.48	5.48	4.48	4.93	0.45
3040	Fleetwood-Jourdain Community Ctr.	7.45	6.95	6.95	6.95	7.30	0.35
3045	Fleetwood-Jourdain Comm. Theater	1.00	1.00	1.00	1.00	1.00	0.00
3050	Recreation Outreach	0.50	0.50	0.50	0.50	0.50	0.00
3055	Levy Senior Center	12.50	12.50	12.50	12.50	12.34	(0.16)
3080	Beaches	1.25	1.25	1.25	1.25	1.25	0.00
3095	Crown Ice Rink	6.99	7.49	7.49	7.49	7.49	0.00
3100	Sports Leagues	0.55	0.55	0.55	0.55	0.05	(0.50)
3110	Tennis						
3130	Special Recreation	2.31	2.31	2.31	2.31	2.71	0.40
3140	Bus Program	1.15	1.15	1.15	1.15	1.15	0.00
3150	Park Service Unit	1.45	1.45	1.45	1.45	1.45	0.00
3215	Youth Engagement	7.40	8.40	8.40	8.70	7.90	(0.80)
3225	Gibbs-Morrison Cultural Center		1.50	2.50	2.50	2.50	0.00
3605	Ecology Center	3.77	3.77	3.77	3.77	3.95	0.18
3710	Noyes Cultural Arts Center	2.87	2.87	3.37	3.37	3.18	(0.19)
3720	Cultural Arts Programs	1.60	2.00	2.00	1.00	1.00	0.00
	Subtotal Parks, Recreation & Comm. Services	74.23	77.13	78.83	76.13	75.46	(0.67)
4105	Public Works Agency Administration		5.25	5.25	4.50	3.50	(1.00)
4300	Environmental Services		1.00	1.00	1.00	1.00	0.00
4310	Recycling and Environmental Maintenance		7.00	7.00	6.00	6.00	0.00
4320	Forestry		18.00	18.00	18.00	17.00	(1.00)
4330	Greenways		17.00	17.00	16.00	15.00	(1.00)
4400	Capital Planning and Engineering		0.50	0.50			
4410	Streets and Right of Way		6.00	6.00	1.25	1.75	0.50
4420	Transportation		1.50	1.50	1.50	1.50	0.00
4430	Parks and Facilities		2.00	2.00	0.50	0.50	0.00
4500	Infrastructure Maintenance				0.75	0.75	0.00
4510	Street Maintenance		17.00	18.00	16.00	15.00	(1.00)
4520	Traffic Signs and Street Light Maintenance		8.00	8.00	8.00	8.00	0.00
	Subtotal Public Works Agency	0.00	83.25	84.25	73.50	70.00	(3.50)
TOTAL - GENERAL FUND		632.28	635.18	642.18	613.58	600.81	(12.77)

DEPARTMENT / DIVISION SUMMARY

FY 2015

FY2016

FY2017

FY 2018

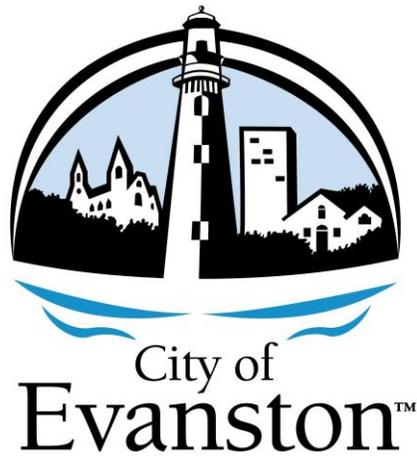
FY 2019

FY18-FY19
Difference

OTHER FUNDS

2499	General Assistance Fund	4.00	4.00	4.00	4.25	4.25	0.00
4805	Early Learning & Literacy	11.30	12.10	13.10	10.61	7.61	(3.00)
4806	Lifelong Learning & Literacy	14.20	13.20	13.73	14.42	8.77	(5.65)
4820	Access Services	15.32	14.88	14.88	15.59	22.14	6.55
4825	Engagement Services	6.01	5.93	8.62	9.88	8.49	(1.39)
4835	Innovation & Digital Learning	6.95	6.95	6.95	6.95	9.12	2.17
4840	Maintenance	5.34	6.34	6.47	6.47	6.54	0.07
4845	Administration	7.33	7.47	10.13	7.14	7.14	0.00
	Subtotal Library Fund	66.45	66.87	73.88	71.06	69.81	(1.25)
5005	Neighborhood Stabilization Program 2	0.50	0.45	0.30	0.15	0.00	(0.15)
5150	Emergency Telephone System	5.00	5.00	5.00	5.00	5.00	0.00
5187	Housing Rehabilitation	1.75	1.75	1.75	1.75	1.75	0.00
5220	Community Develop. Block Grant (CDBG)	2.60	2.80	2.50	2.75	2.90	0.15
	Subtotal CDBG Fund	4.35	4.55	4.25	4.50	4.65	0.15
5300	Economic Development Fund	6.25	5.75				
5430	Home Fund	0.40	0.50	0.50	0.35	0.35	0.00
5465	Affordable Housing Fund		0.50	0.70	1.00	1.00	0.00
4105	Capital Improvements Fund				4.50	4.50	0.00
6000	Special Assessment Fund				0.50	0.00	(0.50)
1560	Revenue and Collections	0.50	1.00	0.50	3.50	3.50	0.00
4310	Recycling and Environmental Maintenance		2.00	2.00	2.00	2.00	0.00
4330	Greenways		2.00	2.00	2.00	3.00	1.00
4420	Transportation		0.50	0.50	0.50	0.50	0.00
4510	Street Maintenance		1.00	1.00	1.50	0.50	(1.00)
4430	Parks and Facilities				0.50	0.50	0.00
7005	Parking System Management	6.50	6.00	6.00	4.00	6.00	2.00
7015	Parking Lots and Meters	8.00	3.00	3.00	2.00	2.00	0.00
7037	Maple Avenue Garage	1.00	1.00	1.00	1.00	1.00	0.00
	Subtotal Parking System Fund	16.00	16.50	16.00	17.00	19.00	2.00
4105	Public Works Agency Administration		2.50	2.50	2.25	2.25	0.00
4200	Water Production		2.00	2.00	5.00	4.50	(0.50)
4208	Water Billing		1.50	1.50	1.50	1.50	0.00
4210	Pumping		12.00	12.00	12.00	12.00	0.00
4220	Filtration		14.00	14.00	14.00	14.00	0.00
4400	Capital Planning and Engineering		0.50	0.50			
4440	Water and Sewer Capital		3.00	3.00	2.00	2.00	0.00
4540	Distribution Maintenance		9.00	9.00	9.00	9.00	0.00
7100	Water General Support	5.00	0.00				0.00
7105	Water Pumping	12.00	0.00				0.00
7110	Water Filtration	14.00	0.00				0.00
7115	Water Distribution	12.00	0.00				0.00
7120	Water Meter Maintenance	1.50	0.00				0.00
	Subtotal Water Fund	44.50	44.50	44.50	45.75	45.25	(0.50)

DEPARTMENT / DIVISION SUMMARY		FY 2015	FY2016	FY2017	FY 2018	FY 2019	FY18-FY19 Difference
4105	Public Works Agency Administration		1.00	1.00	0.00	0.00	0.00
4310	Refuse Collection and Disposal		0.33	0.33			
4440	Water and Sewer Capital		1.00	1.00	1.00		(1.00)
4530	Sewer Maintenance		9.00	9.00	11.25	12.25	1.00
	Subtotal Sewer Maintenance Fund	0.00	11.33	11.33	12.25	12.25	0.00
4310	Refuse Collection and Disposal		9.66	9.66	10.50	11.50	1.00
7600	Solid Waste	9.66					
	Subtotal Solid Waste Fund	9.66	9.66	9.66	10.50	11.50	1.00
7705	Fleet Services General Support	2.00	2.00	1.50	0.00	0.00	0.00
7710	Major Maintenance	10.50	10.50	10.50	9.50	9.90	0.40
	Subtotal Fleet Services Fund	12.50	12.50	12.00	9.50	9.90	0.40
7800	Risk Management	5.00	4.00	4.50	4.50	4.50	0.00
7801	Employee Benefits	0.00	1.00	1.00	1.00	1.00	0.00
	Subtotal Insurance Fund	5.00	5.00	5.50	5.50	5.50	0.00
	TOTAL - OTHER FUNDS	174.61	187.11	187.62	191.81	192.96	1.15
	GRAND TOTAL - ALL FUNDS	806.89	822.29	829.80	805.39	793.77	(11.62)



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.

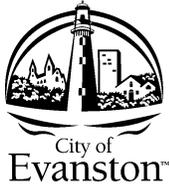
During the past several years, staff has undertaken a variety of comprehensive assessments of many of the City's capital assets to provide a more complete understanding of the City's future needs. A sample of these include: the Comprehensive Pavement Study; Parks, Forestry, and Recreation Strategic Plan; 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 and three reflecting the City's plan for improvements.

Summary of FY 2019-2023 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 5- to 10- 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

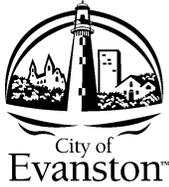
- Make capital investments needed to realize the full potential of the Downtown Redevelopment.
- Implement the goals of the Evanston Local Employment Program and work to increase the participation of Evanston businesses in capital improvement projects.
- Coordinate improvements made in retail and commercial 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.
- Forward the objectives of the Livability Plan, especially on items related to climate change mitigation and adaptation

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.



Capital Improvement Fund Policy

- Bring play equipment into compliance with CPSC / ASTM safety guidelines and ADA requirements.

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 rehabilitation/replacement of the Robert Crown Community Center and the surrounding athletic fields.
- Undertake projects and improvement to municipal facilities to meet the standards of the Federal Americans with Disabilities Act (ADA).
- Incorporate age-friendly features into all City facilities.
- 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 three-year capital improvement program will be developed and updated annually, including anticipated funding sources.
- The City will maintain all of 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 \$150 million per resolution 42-R-18.

Capital Project Planning and Cost Containment

- City staff will meet quarterly 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.
- 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



City of
Evanston[™]
requirements.

Capital Improvement Fund Policy

- 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
2019 Adopted Capital Improvement Program**

Project Title	2018 GO Bond Carryover	FY 2018 GO Bond	FY 2019 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	CDBG	Other Funds	TIF Funding	Parking Fund	Total	Funding Notes
STREET RESURFACING, WATER MAIN AND SEWER														
Major Projects														
1 Main Street, Maple to Hinman Design Engr Ph I/II	\$ 363,738	\$ 16,262		\$ 120,000									\$ 500,000	
2 Main Street, McDaniel to Hartrey - Engr Svcs	\$ 30,000	\$ 4,000	\$ 100,000										\$ 134,000	
3 Main Street, McDaniel to Hartrey - Const		\$ 900,000	\$ 900,000		\$ 100,000								\$ 1,900,000	
4 II Howard Street Corridor, Target Access to Callan, Engr Svcs Phase II	\$ 100,000	\$ 70,000								\$ 10,000			\$ 180,000	\$10k in 2017 GO Bonds; \$70k in 2018 GO Bond
5 Sherman Avenue, Church to Davis													\$ -	Extension of Fountain Square, \$510k from Wash National TIF
Street Resurfacing														
6 SR - MFT - Grove, Dewey to Wesley							\$ 220,000						\$ 220,000	
7 SR - MFT - Hinman, South to Keeney							\$ 220,000						\$ 220,000	
8 SR - MFT - Culver, Crawford to Prospect							\$ 95,000						\$ 95,000	
9 SR - MFT - Jenks, Poplar to Broadway							\$ 133,000						\$ 133,000	
10 SR - MFT - Jenks, Hampton to Asbury							\$ 64,000						\$ 64,000	
11 SR - MFT - Brown, Brummel to North End							\$ 94,000						\$ 94,000	
12 SR - MFT - Keeney, Dewey to Florence							\$ 130,000						\$ 130,000	
13 SR - MFT - Green Bay, McCormick to Isabella (patching only)							\$ 250,000						\$ 250,000	
Water Main														
14 WM - 30" Downtown Feeder Main Rehab - Engr Svcs						\$ 200,000							\$ 200,000	IEPA Water SRF Loan
15 WM - 30" Downtown Feeder Main Rehab - Const						\$ 5,000,000							\$ 5,000,000	IEPA Water SRF Loan
16 WM - Isabella, Prairie to Green Bay Road				\$ 330,000									\$ 330,000	Water GO Bond
17 WM - Emerson, Dodge to Ashland				\$ 800,000									\$ 800,000	Water GO Bond
18 WM - Hartrey, Dobson to Brummel				\$ 100,000									\$ 100,000	Water GO Bond
19 WM - Hartrey, Main to Washington				\$ 420,000									\$ 420,000	Water GO Bond
20 WM - Cowper, Harrison to Central				\$ 470,000									\$ 470,000	Water GO Bond
21 WM - Lincolnwood, Park Place to Isabella				\$ 450,000									\$ 450,000	Water GO Bond
22 WM - Payne, Darrow to Dewey				\$ 240,000									\$ 240,000	Water GO Bond
23 WM - Munroe, Dodge to Florence				\$ 800,000									\$ 800,000	
24 WM - Lining Small Dia Mains on Private Easement						\$ 1,300,000							\$ 1,300,000	IEPA Water SRF Loan
25 Drinking Fountain Replacement				\$ 100,000									\$ 100,000	
26 Lincolnwood Connection and Meter Vault - Const				\$ 1,600,000									\$ 1,600,000	
27 Lincolnwood Connection and Meter Vault - Engr Svcs				\$ 240,000									\$ 240,000	
28 CDBG - Partial Lead Service Replacement									\$ 75,000				\$ 75,000	
Sewer Rehabilitation														
29 Sewer - CIPP Rehabilitation				\$ 1,125,561									\$ 1,125,561	
30 Sewer - Emergency Sewer Repairs				\$ 75,000									\$ 75,000	
31 Sewer - Repairs on Street Improvements				\$ 255,000									\$ 255,000	
32 Sewer - Sewer Extension for Alley Improvements				\$ 150,000									\$ 150,000	
33 Sewer - Drainage Structure Lining				\$ 165,000									\$ 165,000	
34 Sewer - Stormwater Mgmt Improvements				\$ 100,000									\$ 100,000	
35 Sewer - Stormwater Master Plan Improvements				\$ 100,000									\$ 100,000	
36 Sewer - Hinman Relief Sewer Ext Ph 3				\$ 305,000									\$ 305,000	
37 Sewer - Large Dia Rehab - Greenleaf						\$ 2,100,000							\$ 2,100,000	IEPA Sewer SRF Loan
TOTAL STREETS, SEWER, WATER MAIN PROJECTS	\$ 493,738	\$ 990,262	\$ 1,000,000	\$ 5,670,000	\$ 2,375,561	\$ 8,600,000	\$ 1,206,000	\$ -	\$ 75,000	\$ 10,000	\$ -	\$ -	\$ 20,420,561	

**City of Evanston
2019 Adopted Capital Improvement Program**

Project Title	2018 GO Bond Carryover	FY 2018 GO Bond	FY 2019 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	CDBG	Other Funds	TIF Funding	Parking Fund	Total	Funding Notes
OTHER TRANSPORTATION														
Major Projects														
38 Bridge Inspection		\$ 10,000	\$ 10,000										\$ 20,000	
39 Central Street Bridge Engr, Phase II	\$ 90,000												\$ 90,000	STP-BR Funds
40 Central Street Bridge Engr, Phase III			\$ 60,000					\$ 600,000					\$ 660,000	STP-BR Funds, City receives and pays out
41 Central Street Bridge Construction			\$ 500,000					\$ 5,600,000					\$ 6,100,000	STP-BR Funds, City only pays the GO Bond
42 Ridge Avenue Signal Study			\$ 175,000										\$ 175,000	
43 Traffic Signals - Emerson @ Maple/Elgin/Benson/Dodge - Const			\$ 1,250,000							\$ 20,000			\$ 1,270,000	PUD fees of \$20k, Ord. 37-O-17
Traffic Signals - Emerson @ Maple/Elgin/Benson/Dodge - Engr														Remaining PUD fees of \$64k, Ord.45-O-07 (415.40.4219)
44 Svcs Phase III			\$ 56,000							\$ 64,000			\$ 120,000	
Annual Projects														
45 General Phase I Engineering			\$ 20,000	\$ 30,000									\$ 50,000	
46 Street Impr Program (Lighting, Pavement Marking)			\$ 210,000										\$ 210,000	
47 Street Patching Program			\$ 600,000										\$ 600,000	
48 Street Rejuvenation Pilot			\$ 100,000										\$ 100,000	
49 Tallmadge Light Pole Mold Creation			\$ 70,000										\$ 70,000	
50 Traffic Calming, Bicycle and Ped Improvements			\$ 300,000										\$ 300,000	
51 Viaduct Improvement - Emerson/Ridge/GB			\$ 350,000										\$ 350,000	
Alley Improvements														
52 North of Simpson, East of McDaniel			\$ 250,000							\$ 408,000			\$ 658,000	\$408,000 from SA fund (420.26.6000.65515)
53 CDBG - North of Cleveland, East of Wesley									\$ 390,000				\$ 390,000	CDBG Application
54 CDBG - Reallocated Alley Funds									\$ 242,000				\$ 242,000	Reallocated CDBG Funds
Parking Lot Projects														
55 PL - No. 51 - Tallmadge Park												\$ 380,000	\$ 380,000	
56 PL - 717 Howard											\$ 125,000	\$ 125,000	\$ 250,000	Howard Ridge TIF
TOTAL TRANSPORTATION PROJECTS	\$ 90,000	\$ 10,000	\$ 3,951,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 6,200,000	\$ 632,000	\$ 492,000	\$ 125,000	\$ 505,000	\$ 12,035,000	
PARKS														
57 Foster Field - Perimeter Fence Replacement									\$ 187,813				\$ 187,813	Reallocated CDBG Funds
58 Clyde-Brummel - Fence Replacement									\$ 50,000				\$ 50,000	CDBG Application
59 Garden Park - Const		\$ 500	\$ 500,000										\$ 500,500	
60 Harbert Park - Basketball Court Reconstruction										\$ 100,000			\$ 100,000	2018 Good Neighbor Fund
61 Harbert Park - Shelter Installation										\$ 100,000			\$ 100,000	Neighborhood Improvement Fund
62 Lovelace Park - Tennis Court Rehab			\$ 250,000										\$ 250,000	
63 McCullogh Park - Design Engr Svcs			\$ 100,000										\$ 100,000	
64 Misc Park Improvements (Ackerman/Harbert/Cartwright)			\$ 120,000										\$ 120,000	
65 Parks Contingency			\$ 75,000										\$ 75,000	
TOTAL PARKS PROJECTS	\$ -	\$ 500	\$ 1,045,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 237,813	\$ 200,000	\$ -	\$ -	\$ 1,483,313	

**City of Evanston
2019 Adopted Capital Improvement Program**

Project Title	2018 GO Bond Carryover	FY 2018 GO Bond	FY 2019 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	CDBG	Other Funds	TIF Funding	Parking Fund	Total	Funding Notes
FACILITIES														
66 Chandler - Electrical/HVAC - Engr Svcs													\$ -	
67 Chandler - Fire Panel Replacement			\$ 30,000										\$ 30,000	
68 Chandler - HVAC Improvements - Engr Svcs	\$ 7,000												\$ 7,000	
69 Chandler - HVAC Improvements - Constr			\$ 530,000										\$ 530,000	\$27k from 2017 GOBond remaining, \$8k from 2018 GO Bond for the Chandler Electrical Project Reallocated
70 Chandler - Roof Replacement			\$ 225,000										\$ 225,000	
71 Church/Maple/Sherman Garage - Capacity Signs												\$ 250,000	\$ 250,000	
72 Church/Maple/Sherman Garage - Fiber Connect												\$ 400,000	\$ 400,000	
73 Church/Maple/Sherman Garage - Silane Sealer (Traffic Coating)												\$ 900,000	\$ 900,000	
74 Civic Center - HVAC Improvements - Design Engr Svcs			\$ 250,000										\$ 250,000	
75 Ecology Center - Crawl Space Impr - Engr Svcs		\$ 50,000											\$ 50,000	
76 Energy Efficiency Improvements		\$ 50,000	\$ 50,000										\$ 100,000	Utilized for Chandler and Levy HVAC
77 Facilities Contingency			\$ 300,000										\$ 300,000	
78 Fire Station 1&4 - Bunkroom Improvements			\$ 150,000										\$ 150,000	
79 Fire Station 2 - Emergency Generator Rehabilitation			\$ 50,000										\$ 50,000	
80 Fire Station 3 - HVAC Improvements			\$ 75,000										\$ 75,000	
81 Fleetwood - Interior Improvements												\$ 290,000	\$ 290,000	2018 Good Neighbor Fund
82 Levy - BAS Upgrade			\$ 30,000										\$ 30,000	
83 Levy - HVAC Improvements - Constr			\$ 350,000										\$ 350,000	
84 Levy/Police Fire HQ - HVAC Improvements - Engr Svcs			\$ 40,000										\$ 40,000	
85 Noyes - HVAC Study			\$ 100,000										\$ 100,000	
86 Noyes - Security Camera Upgrade												\$ 30,000	\$ 30,000	Noyes Tenant Reserve Fund (100.30.3710.65515)
87 Police Fire HQ - Emergency Generator Replacement			\$ 160,000										\$ 160,000	
88 Police Fire HQ - HVAC Improvements (RTU 1)			\$ 250,000										\$ 250,000	
89 Service Center - HVAC Study (Bldgs A & D)			\$ 125,000										\$ 125,000	
90 Sherman Avenue Garage - Lighting Upgrade												\$ 650,000	\$ 650,000	
91 Sherman Avenue Garage - Paint Rehab												\$ 250,000	\$ 250,000	
92 Sherman Avenue Garage - Security Camera Upgrade												\$ 250,000	\$ 250,000	
93 Sherman Avenue Garage - Structural Inspection												\$ 130,000	\$ 130,000	
TOTAL FACILITIES PROJECTS	\$ 7,000	\$ 100,000	\$ 2,715,000	\$ -	\$ -	\$ -	\$ -	\$ 320,000	\$ -	\$ 2,830,000				
MISCELLANEOUS														
94 Cybersecurity Alignment Study		\$ 50,000											\$ 50,000	
95 Emergency Siren System Replacement			\$ 175,000										\$ 175,000	
96 IT - Network Switch Reliability		\$ 23,657	\$ 77,686										\$ 101,343	Approved City Council 3/12/18
97 IT - Server Replacement												\$ 120,000	\$ 120,000	CIP Fund Balance (415.40.4219)
98 Public Art			\$ 26,000										\$ 26,000	
99 Environmental Monitoring												\$ 192,500	\$ 192,500	Waste Transfer Station Funds
100 In-House Engineering Services			\$ 500,000										\$ 500,000	
TOTAL MISCELLANEOUS PROJECTS	\$ -	\$ 73,657	\$ 778,686	\$ -	\$ -	\$ -	\$ -	\$ 312,500	\$ -	\$ 1,164,843				

**City of Evanston
2019 Adopted Capital Improvement Program**

Project Title	2018 GO Bond Carryover	FY 2018 GO Bond	FY 2019 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	CDBG	Other Funds	TIF Funding	Parking Fund	Total	Funding Notes
WATER TREATMENT, STORAGE AND BILLING														
101 South Standpipe - Motor Control Center - Const				\$ 50,000									\$ 50,000	
102 South Standpipe - Motor Control Center - Engr Svcs				\$ 30,000									\$ 30,000	
103 WTP - 36/42 Intake Replacement - Engr Svcs				\$ 300,000									\$ 300,000	
104 WTP - 54" Intake Heater Cable Repair				\$ 200,000									\$ 200,000	
105 WTP - Exterior Door Replacement				\$ 75,000									\$ 75,000	
106 WTP - Filter Freight Elevator and Controls Rehab				\$ 120,000									\$ 120,000	
107 WTP - Filtration Headhouse Improvements - Engr Svcs				\$ 80,000									\$ 80,000	
108 WTP - Laboratory Expansion - Construction				\$ 800,000									\$ 800,000	
109 WTP - Laboratory Expansion - Engr Svcs				\$ 100,000									\$ 100,000	
110 WTP - Settling Basins 1 and 2 Rehab - Engr Svcs				\$ 50,000									\$ 50,000	
111 WTP - Treated Water Storage Replacement - Construction						\$ 13,400,000							\$ 13,400,000	IEPA Water SRF Loan
112 WTP - Treated Water Storage Replacement - Const Engr Svcs						\$ 300,000							\$ 300,000	IEPA Water SRF Loan
TOTAL WATER TREATMENT PROJECTS	\$ -	\$ -	\$ -	\$ 1,805,000	\$ -	\$ 13,700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,505,000	
SUMMARY														
	2018 GO Bond Carryover	FY 2018 GO Bond	FY 2019 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	CDBG	Other Funds/Reserves	TIF Funding	Parking Fund	TOTAL	
Street Resurfacing, Water Main, Sewer Projects	\$ 493,738	\$ 990,262	\$ 1,000,000	\$ 5,670,000	\$ 2,375,561	\$ 8,600,000	\$ 1,206,000	\$ -	\$ 75,000	\$ 10,000	\$ -	\$ -	\$ 20,420,561	
Other Transportation	\$ 90,000	\$ 10,000	\$ 3,951,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 6,200,000	\$ 632,000	\$ 492,000	\$ 125,000	\$ 505,000	\$ 12,035,000	
Parks	\$ -	\$ 500	\$ 1,045,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 237,813	\$ 200,000	\$ -	\$ -	\$ 1,483,313	
Facilities	\$ 7,000	\$ 100,000	\$ 2,715,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320,000	\$ -	\$ 2,830,000	\$ 5,972,000	
Miscellaneous	\$ -	\$ 73,657	\$ 778,686	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 312,500	\$ -	\$ -	\$ 1,164,843	
Water Treatment, Storage and Billing	\$ -	\$ -	\$ -	\$ 1,805,000	\$ -	\$ 13,700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,505,000	
TOTAL 2019 CITY PROJECTS	\$ 590,738	\$ 1,174,419	\$ 9,489,686	\$ 7,505,000	\$ 2,375,561	\$ 22,300,000	\$ 1,206,000	\$ 6,200,000	\$ 944,813	\$ 1,334,500	\$ 125,000	\$ 3,335,000	\$ 56,580,717	
ROBERT CROWN COMMUNITY CENTER														
113 Crown - Architectural/Engineering Services		\$ 350,000											\$ 350,000	RCCC 2019 GO Bond
114 Crown - Construction Manager - GMP Fees		\$ 4,464,502	\$ 14,785,498		\$ 1,000,000								\$ 20,750,000	\$14.8 RCCC 2019 GO Bond, \$1M Sewer Bond, \$0.5M Private Donation, \$0.45 2018 GO Bond
115 Crown - Furniture, Fixtures & Equipment			860,000										\$ 860,000	RCCC 2019 GO Bond
116 Crown - Abatement			125,000										\$ 125,000	RCCC 2019 GO Bond
117 Crown - Public Art			335,000										\$ 335,000	RCCC 2019 GO Bond
TOTAL CROWN PROJECT	\$ -	\$ 4,814,502	\$ 16,105,498	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 22,420,000	
LIBRARY														
118 Main Library - Building Electrical Upgrades			\$ 70,000										\$ 70,000	Library GOB Debt
119 Main Library - Building Life Safety Upgrades (Audio)			\$ 125,000										\$ 125,000	Library GOB Debt
120 Main Library - Building Ventilation Upgrades			\$ 50,000										\$ 50,000	Library GOB Debt
121 Main Library - Building Fire System Upgrades (code required)			\$ 160,000										\$ 160,000	Library GOB Debt
122 Main Library - Building HVAC/Storm Pump Upgrade			\$ 70,000										\$ 70,000	Library GOB Debt
123 Main Library - Building Lift Equipment Upgrades (elevators)			\$ 50,000										\$ 50,000	Library GOB Debt
124 Main Library - Building Interiors/Exteriors (paint, trees, roof maint)			\$ 30,000										\$ 30,000	Library GOB Debt
125 North Branch - North Branch Building Plumbing Upgrades			\$ 10,000										\$ 10,000	Library GOB Debt
126 North Branch - Life Safety Upgrades			\$ 20,000										\$ 20,000	Library GOB Debt
127 Contribution to Robert Crown Community Center Library			\$ 1,250,000										\$ 1,250,000	Library GOB Debt
TOTAL LIBRARY PROJECTS	\$ -	\$ -	\$ 1,835,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,835,000	
TOTAL 2019 CIP	\$ 590,738	\$ 1,174,419	\$ 11,324,686	\$ 7,505,000	\$ 2,375,561	\$ 22,300,000	\$ 1,206,000	\$ 6,200,000	\$ 944,813	\$ 1,334,500	\$ 125,000	\$ 3,335,000	\$ 58,415,717	

Bureau of Capital Planning
Proposed Four-Year CIP Summary
FY 2020 - FY 2023

	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	4-YEAR TOTAL	NOTES (List funding sources if not GOB)
STREET RESURFACING, WATER MAIN, AND SEWER						
Major Projects						
Central Street, Green Bay to Eastwood, Ph I Engr		\$ 500,000			\$ 500,000	
Chicago Ave, Howard to Dempster, Ph I Engr	\$ 400,000				\$ 400,000	
ETHS/Church St Bike Path, Grey to McCormick, Ph I Engr	\$ 400,000				\$ 400,000	
Green Bay Road, McCormick to Isabella, Ph I Engr			\$ 500,000		\$ 500,000	
Howard Street Corridor, Dodge to Custer Const Engr	\$ 385,000				\$ 385,000	
Howard Street Corridor, Dodge to Custer Construction	\$ 4,800,000				\$ 4,800,000	
Main Street, Hartrey to Asbury, Ph I Engr	\$ 400,000				\$ 400,000	
Main Street, Maple to Hinman Construction/Const Engr		\$ 5,000,000			\$ 5,000,000	
Sheridan Road - S. Limits to South Blvd.					\$ -	
Street Resurfacing						
SR - CIP Funded - Future Years	\$ 500,000	\$ 1,300,000	\$ 1,000,000	\$ 1,000,000	\$ 3,800,000	
SR - MFT Funded - Future Years	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 4,400,000	MFT
SR - CDBG Funded - Future Years	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,400,000	CDBG
Water Main						
WM - 30" Downtown Feeder Main Rehab - Engr Svcs	\$ 60,000				\$ 60,000	IEPA SRF Loan
WM - 30" Downtown Feeder Main Rehab - Const	\$ 3,200,000				\$ 3,200,000	IEPA SRF Loan
WM - Lining Small Dia Mains on Private Easements - B			\$ 1,200,000		\$ 1,200,000	IEPA SRF Loan
WM - Lining of Large Dia Mains	\$ 1,700,000				\$ 1,700,000	IEPA SRF Loan
WM - Water Funded - Future Years	\$ 3,909,000	\$ 4,007,000	\$ 4,107,000	\$ 4,210,000	\$ 16,233,000	Water Bond
Drinking Fountain Replacement	\$ 240,000	\$ 240,000			\$ 480,000	Water Fund
Sewer Rehabilitation						
Sewer - CIPP Rehabilitation	\$ 725,000	\$ 750,000	\$ 775,000	\$ 800,000	\$ 3,050,000	Sewer Fund
Sewer - Emergency Sewer Repairs	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000	Sewer Fund
Sewer - Repairs on Street Improvements	\$ 160,000	\$ 165,000	\$ 170,000	\$ 180,000	\$ 675,000	Sewer Fund
Sewer - Sewer Extension for Alley Improvements	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000	Sewer Fund
Sewer - Drainage Structure Lining	\$ 170,000	\$ 180,000	\$ 190,000	\$ 200,000	\$ 740,000	Sewer Fund
Sewer - Stormwater Mgmt Improvements	\$ 100,000	\$ 100,000	\$ 200,000	\$ 210,000	\$ 610,000	Sewer Fund
Sewer - Stormwater Master Plan Improvements	\$ 100,000	\$ 100,000	\$ 200,000	\$ 210,000	\$ 610,000	Sewer Fund
Sewer - Hinman Relief Sewer Extension Phase 3					\$ -	Sewer Fund
Sewer - Large Dia Rehab - Greenleaf					\$ -	IEPA SRF Loan
Sewer - Large Dia Rehab - Phase 2A	\$ 1,300,000	\$ 1,300,000			\$ 2,600,000	IEPA SRF Loan
Sewer - Large Dia Rehab - Phase 2B			\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	IEPA SRF Loan
Sewer - Large Dia Rehab - Dodge Avenue			\$ 195,000		\$ 195,000	Dodge-Dempster TIF
Sewer - Custer Ave Relief Sewer Ext					\$ -	Chicago-Main TIF
Sewer - Small Dia Rehab - Chicago Main TIF	\$ 225,000				\$ 225,000	Chicago-Main TIF
TOTAL STREETS, WATER MAIN AND SEWER PROJECTS	\$ 20,449,000	\$ 15,317,000	\$ 12,212,000	\$ 10,485,000	\$ 58,463,000	
OTHER TRANSPORTATION						
Major Projects						
Central Street Bridge Engr, Phase III	\$ 60,000				\$ 60,000	
Central Street Bridge Construction	\$ 600,000				\$ 600,000	
Bridge Inspection		\$ 50,000			\$ 50,000	
Lincoln Street Bridge			\$ 700,000	\$ 6,000,000	\$ 6,700,000	
Traffic Signal Const - Emerson@ Maple/Elgin/Benson/Dodge					\$ -	
Traffic Signal - Future	\$ 100,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 3,100,000	
Annual Projects						
General Phase I Engineering	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 320,000	
Alley Paving	\$ 775,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 3,475,000	
Alley Paving - CDBG Funded - Future Years	\$ 350,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,550,000	
Sidewalk Gap Reductions	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000	
Street Improvement Program (Lighting, Pavement Marking)	\$ 220,000	\$ 230,000	\$ 240,000	\$ 240,000	\$ 930,000	
Street Patching Program	\$ 620,000	\$ 630,000	\$ 640,000	\$ 640,000	\$ 2,530,000	
Street Rejuvenation Pilot	\$ 160,000	\$ 165,000	\$ 170,000	\$ 170,000	\$ 665,000	
Traffic Calming, Bicycle & Ped Improvements	\$ 320,000	\$ 330,000	\$ 340,000	\$ 340,000	\$ 1,330,000	
Parking Lot Projects						
PL - Parking Lot No. 54 (Poplar/Central)	\$ 450,000				\$ 450,000	Parking Fund
PL - Surface Parking Lot Rehabilitation - Future Years		\$ 500,000	\$ 500,000	\$ 500,000	\$ 1,500,000	Parking Fund
TOTAL OTHER TRANSPORTATION PROJECTS	\$ 3,935,000	\$ 4,485,000	\$ 5,170,000	\$ 10,470,000	\$ 24,060,000	

Bureau of Capital Planning
Proposed Four-Year CIP Summary
FY 2020 - FY 2023

	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	4-YEAR TOTAL	NOTES (List funding sources if not GOB)
PARKS						
Beck Park Expansion/Shore School		\$ 400,000	\$ 1,900,000		\$ 2,300,000	
Cartwright Park Renovations		\$ 760,000			\$ 760,000	
Church Street Harbor - Phase 3 Renovations				\$ 700,000	\$ 700,000	
Clark Street Beach - Boardwalk			\$ 700,000		\$ 700,000	
Clark Street Beach - Great Lawn				\$ 2,000,000	\$ 2,000,000	
Fitzsimons Park Renovations			\$ 450,000		\$ 450,000	
Foster Field - Athletic Field Improvements		\$ 700,000			\$ 700,000	
Grey Park Renovations				\$ 875,000	\$ 875,000	
Hobart Park Renovations	\$ 400,000				\$ 400,000	
Independence Park Renovations				\$ 775,000	\$ 775,000	
James Park - Artificial Turf Fields			\$ 150,000	\$ 2,550,000	\$ 2,700,000	
James Park - Entry Renovations				\$ 300,000	\$ 300,000	
James Park - Field Lighting	\$ 400,000				\$ 400,000	
James Park - Pathway Lighting			\$ 800,000		\$ 800,000	
James Park - Pathway Reconstruction			\$ 950,000		\$ 950,000	
James Park - Phase 3 Field Improvements			\$ 1,500,000		\$ 1,500,000	
James Park - Play Equipment Replacement				\$ 250,000	\$ 250,000	
Lakefront - Portable Stage	\$ 130,000				\$ 130,000	
Lakefront - Water Park Play Feature	\$ 300,000				\$ 300,000	
Larimer Park Renovations	\$ 680,000				\$ 680,000	
Lovelace Park Path Repairs				\$ 500,000	\$ 500,000	
Mason/James - Tennis Court Resurfacing	\$ 200,000		\$ 200,000		\$ 400,000	
McCullough Park Renovations	\$ 825,000				\$ 825,000	
Parks Contingency	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000	
Philbrick Park Renovation			\$ 500,000		\$ 500,000	
Southwest Park Renovations			\$ 400,000		\$ 400,000	
St. Paul's Park Renovations				\$ 500,000	\$ 500,000	
Strategic Plan - Parks and Community Centers	\$ 150,000				\$ 150,000	
Tallmadge Park - Renovations		\$ 350,000			\$ 350,000	
Twiggs Park - Renovation (soccer/parking)		\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,200,000	
Twiggs Park - Shelter Restoration				\$ 60,000	\$ 60,000	
TOTAL PARKS PROJECTS	\$ 2,050,000	\$ 3,795,000	\$ 8,025,000	\$ 8,985,000	\$ 22,855,000	

FACILITIES

Animal Shelter Renovations	\$ 2,500,000				\$ 2,500,000	
Beach House - Exterior Envelope - carpentry, tuckpointing, roofing (south blvd, lighthouse landing)	\$ 100,000				\$ 100,000	
Chandler - ADA Accessibility (replace 4 doors + hardware)	\$ 40,000				\$ 40,000	
Chandler - Gym Floor Refinishing + Hallway	\$ 150,000				\$ 150,000	
Chandler - Racquetball Court Conversion		\$ 500,000			\$ 500,000	
Chandler - Replace Security Alarm Panel	\$ 30,000				\$ 30,000	
Chandler - Upgrade Play Equipment/Surfacing	\$ 200,000				\$ 200,000	
Civic Center - ACM Flooring	\$ 75,000				\$ 75,000	
Civic Center - Electrical Panels / Distribution Upgrades	\$ 1,000,000				\$ 1,000,000	
Civic Center - Fire Protection Upgrades	\$ 140,000				\$ 140,000	
Civic Center - HVAC Improvements - Const	\$ 1,500,000	\$ 1,500,000			\$ 3,000,000	
Civic Center - Restroom Improvements			\$ 800,000		\$ 800,000	
Civic Center - Security Improvements	\$ 100,000			\$ 500,000	\$ 600,000	
Civic Center - Window Repairs/Replacement			\$ 250,000		\$ 250,000	
Ecology Center - Lighting Upgrades	\$ 30,000				\$ 30,000	
Ecology Center - Parking Lot Lighting	\$ 75,000				\$ 75,000	
Ecology Center - Parking Lot Resurfacing		\$ 100,000			\$ 100,000	
Ecology Center - Restroom Renovations + crawlspace	\$ 250,000				\$ 250,000	
Ecology Center - Security System Improvements		\$ 20,000			\$ 20,000	
Ecology Center - Wood Floor Replacement	\$ 40,000				\$ 40,000	
Energy Efficiency Improvements	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000	
Facilities Contingency	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,200,000	
Fire Station 2 - Lighting Upgrade	\$ 50,000				\$ 50,000	
Fire Station 2 - Restroom Upgrades		\$ 500,000			\$ 500,000	
Fire Station 2 - Second Floor Rehabilitation		\$ 1,000,000			\$ 1,000,000	
Fire Station 3 - Flooring Upgrade		\$ 20,000			\$ 20,000	
Fire Station 4 - Roof Replacement	\$ 80,000				\$ 80,000	

Bureau of Capital Planning
Proposed Four-Year CIP Summary
FY 2020 - FY 2023

	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	4-YEAR TOTAL	NOTES (List funding sources if not GOB)
Fleetwood - Stage			250000		\$ 250,000	
Fleetwood - Upstairs Office Renovation				\$ 100,000	\$ 100,000	
Gibbs Morrison - Roofing Replacement	\$ 150,000				\$ 150,000	
Levy Center - Draperies		\$ 100,000			\$ 100,000	
Levy Center - Entryway Air Barrier	\$ 30,000				\$ 30,000	
Levy Center - Exterior Bollard Light Replacement			\$ 30,000		\$ 30,000	
Levy Center - Exterior Louver Replacements			\$ 150,000		\$ 150,000	
Levy Center - Family Restroom		\$ 30,000			\$ 30,000	
Levy Center - Flooring Upgrade - Tiles, Carpet, Fitness Roor	\$ 40,000				\$ 40,000	
Levy Center - Kitchen	\$ 250,000				\$ 250,000	
Levy Center - Lighting Upgrade	\$ 50,000				\$ 50,000	
Levy Center - Office Renovations	\$ 200,000				\$ 200,000	
Levy Center - Retractable Wall Replacement		\$ 20,000			\$ 20,000	
Levy Center - Sewer Service Replacement			\$ 100,000		\$ 100,000	
Levy Center Courtyard - Rubberized Surfacing		\$ 50,000			\$ 50,000	
Lovelace Park - Roofing Restoration	\$ 75,000				\$ 75,000	
Maple Street Garage - Through Wall Flashing Repairs		\$ 150,000			\$ 150,000	Parking Fund
Noyes - AC/Chiller		\$ 1,600,000			\$ 1,600,000	
Noyes - Brick Tuckpointing/Recoating (minor repairs)		\$ 300,000			\$ 300,000	
Noyes - HVAC and Unit Heaters	\$ 1,200,000				\$ 1,200,000	
Noyes - Interior Lighting Upgrade/Energy Efficiency	\$ 120,000				\$ 120,000	
Noyes - Retaining Wall Repairs	\$ 210,000				\$ 210,000	
Park Fieldhouses - Exterior Envelope - carpentry, tuckpointing, roofing (bent, baker, Leahy, Lovelace)		\$ 150,000			\$ 150,000	
Park Fieldhouses - HVAC		\$ 50,000			\$ 50,000	
Park Fieldhouses Restrooms (ackerman, baker, bent, lagoon, Leahy, Lovelace)			\$ 600,000		\$ 600,000	
Parking Garages - Concrete Repairs		\$ 300,000			\$ 300,000	Parking Fund
Parking Garages - Joint Repairs		\$ 600,000			\$ 600,000	Parking Fund
Parking Garages - Maple/Church - Structural Inspection	\$ 200,000				\$ 200,000	Parking Fund
Parking Garages - Sherman - Painting Rehabilitation				\$ 700,000	\$ 700,000	Parking Fund
Parking Garages - Sherman - Structural Inspection				\$ 150,000	\$ 150,000	Parking Fund
Parking Garages - Steel Repairs		\$ 300,000			\$ 300,000	Parking Fund
Parking Garages - Traffic Coating / Striping				\$ 1,750,000	\$ 1,750,000	Parking Fund
Police Fire HQ - Chillers		\$ 500,000			\$ 500,000	
Police Fire HQ - Elmwood Lot Lighting Impr and Resurfacing			\$ 400,000		\$ 400,000	
Police Fire HQ - Exterior Lighting Improvements	\$ 100,000				\$ 100,000	
Police Fire HQ - Exterior Signage		\$ 50,000			\$ 50,000	
Police Fire HQ - Fire Prevention System Repairs			\$ 100,000		\$ 100,000	
Police Fire HQ - Flooring Upgrade			\$ 20,000		\$ 20,000	
Police Fire HQ - Foundation Repair	\$ 50,000				\$ 50,000	
Police Fire HQ - Furniture Upgrade			\$ 30,000		\$ 30,000	
Police Fire HQ - Interior Entry	\$ 100,000				\$ 100,000	
Police Fire HQ - Interior Lighting Improvements		\$ 200,000			\$ 200,000	
Police Fire HQ - Interior Renovation				\$ 500,000	\$ 500,000	
Police Fire HQ - Roof Repair	\$ 25,000				\$ 25,000	
Police Fire HQ - Security Door Improvement			\$ 60,000		\$ 60,000	
Police Fire HQ - Underground Pits and Waste Line Replacement			\$ 100,000		\$ 100,000	
Roofing Repairs - Miscellaneous Facilities	\$ 75,000				\$ 75,000	
Service Center - ADA Improvements				\$ 400,000	\$ 400,000	
Service Center - BAS Replacement			\$ 100,000		\$ 100,000	
Service Center - D Building Structural Assessment	\$ 30,000				\$ 30,000	
Service Center - Energy Efficiency Lighting Improvements	\$ 200,000				\$ 200,000	
Service Center - HVAC Study (Bldgs A and D) and Repairs			\$ 600,000		\$ 600,000	
Service Center - Overhead Door Replacements		\$ 1,500,000			\$ 1,500,000	
Service Center - Restroom Renovations	\$ 200,000				\$ 200,000	
Service Center - Tuckpointing/Window Repl - B and C Building			\$ 300,000		\$ 300,000	
TOTAL FACILITIES PROJECTS	\$ 10,040,000	\$ 9,915,000	\$ 4,265,000	\$ 4,475,000	\$ 28,695,000	

Bureau of Capital Planning
Proposed Four-Year CIP Summary
FY 2020 - FY 2023

	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	4-YEAR TOTAL	NOTES (List funding sources if not GOB)
MISCELLANEOUS						
Network Switch Reliability	\$ 101,343				\$ 101,343	
IT Infrastructure - Future Years		\$ 150,000	\$ 150,000	\$ 150,000	\$ 450,000	
IT Infrastructure - Server Replacement	\$ 120,000				\$ 120,000	
In-House Engineering Services	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000	
TOTAL MISCELLANEOUS PROJECTS	\$ 721,343	\$ 650,000	\$ 650,000	\$ 650,000	\$ 2,671,343	
WATER TREATMENT, STORAGE AND BILLING						
WTP - 36/42 Intake Replacement - Construction		\$5,000,000	\$10,000,000	\$10,000,000	\$ 25,000,000	IEPA Water SRF
WTP - 36/42 Intake Replacement - Eng Svcs	\$300,000				\$ 300,000	IEPA Water SRF
WTP - 36/42 Intake Replacement - Eng Svcs Const		\$300,000	\$200,000	\$200,000	\$ 700,000	IEPA Water SRF
WTP - Filtration Headhouse Improvements - Construction	\$800,000				\$ 800,000	Water Fund
WTP - Filtration Headhouse Improvements - Eng Svcs	\$50,000				\$ 50,000	Water Fund
WTP - Filtration Reliability Improvements - Eng Svcs	\$250,000	\$200,000		\$250,000	\$ 700,000	Water Fund
WTP - Fire Sprinkler System Upgrade 1 - Construction			\$200,000		\$ 200,000	Water Fund
WTP - Fire Sprinkler System Upgrade 1 - Eng Svcs		\$50,000	\$30,000		\$ 80,000	Water Fund
WTP - Reliability Improvements Phase 2				\$2,500,000	\$ 2,500,000	Water Fund
WTP - Retail Water Meter Replacement Program	\$1,200,000				\$ 1,200,000	Water Fund
WTP - Settling Basin 1 and 2 Rehab - Construction	\$375,000				\$ 375,000	Water Fund
WTP - Settling Basin 1 and 2 Rehab - Eng Svcs	\$20,000				\$ 20,000	Water Fund
WTP - Treated Water Storage Replacement - Construction	\$10,000,000				\$ 10,000,000	IEPA Water SRF
WTP - Treated Water Storage Replacement - Eng Svcs Con	\$200,000				\$ 200,000	IEPA Water SRF
TOTAL WATER TREATMENT, STORAGE AND BILLING	\$ 13,195,000	\$ 5,550,000	\$10,430,000	\$12,950,000	\$ 42,125,000	
ROBERT CROWN COMMUNITY CENTER						
Crown - Construction Manager - GMP Fees	\$ 2,550,000				\$ 2,550,000	\$1.05M Sewer Bond, \$1.5M Parking Fund
TOTAL CROWN PROJECT	\$ 2,550,000	\$ -	\$ -	\$ -	\$ 2,550,000	
SUMMARY						
Streets, Water Main, and Sewer	\$ 20,449,000	\$ 15,317,000	\$12,212,000	\$10,485,000	\$ 58,463,000	
Other Transportation	\$ 3,935,000	\$ 4,485,000	\$ 5,170,000	\$10,470,000	\$ 24,060,000	
Parks	\$ 2,050,000	\$ 3,795,000	\$ 8,025,000	\$ 8,985,000	\$ 22,855,000	
Facilities	\$ 10,040,000	\$ 9,915,000	\$ 4,265,000	\$ 4,475,000	\$ 28,695,000	
Miscellaneous	\$ 721,343	\$ 650,000	\$ 650,000	\$ 650,000	\$ 2,671,343	
Water Treatment, Storage, and Billing	\$ 13,195,000	\$ 5,550,000	\$10,430,000	\$12,950,000	\$ 42,125,000	
Robert Crown Community Center	\$ 2,550,000	\$ -	\$ -	\$ -	\$ 2,550,000	
TOTAL 5-YEAR CIP	\$ 52,940,343	\$ 39,712,000	\$40,752,000	\$48,015,000	\$181,419,343	

**City of Evanston
2019 Capital Improvement Program
Maintenance Effect Evaluation**

Project Title	Total	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
STREET RESURFACING, WATER MAIN AND SEWER					
Major Projects					
Main Street, Maple to Hinman Design Engr Ph I/II	\$ 500,000	Resurfacing, sidewalk, streetlight and traffic signal replacement will reduce need for maintenance. Addition of green infrastructure for stormwater management may increase maintenance.	X		X
Main Street, McDaniel to Hartrey - Engr Svcs	\$ 134,000	Resurfacing, sidewalk, streetlight and traffic signal replacement will reduce need for maintenance.	X		
Main Street, McDaniel to Hartrey - Const	\$ 1,900,000				
Howard Street Corridor, Dodge to Custer, Engr Svcs Phase II	\$ 180,000	Resurfacing, sidewalk, streetlight and traffic signal replacement will reduce need for maintenance.	X		
Sherman Avenue, Church to Davis	\$ -	Resurfacing, sidewalk, and streetlight replacement will reduce need for maintenance.	X		
Street Resurfacing					
SR - MFT - Grove, Dewey to Wesley	\$ 220,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Hinman, South to Keeney	\$ 220,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Culver, Crawford to Prospect	\$ 95,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Jenks, Poplar to Broadway	\$ 133,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Jenks, Hampton to Asbury	\$ 64,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Brown, Brummel to North End	\$ 94,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Keeney, Dewey to Florence	\$ 130,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Green Bay, McCormick to Isabella (patching only)	\$ 250,000	Resurfacing will decrease need for street repairs in short-term.	X		
Water Main					
WM - 30" Downtown Feeder Main Rehab - Engr Svcs	\$ 200,000	Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - 30" Downtown Feeder Main Rehab - Const	\$ 5,000,000				
WM - Isabella, Prairie to Green Bay Road	\$ 330,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Emerson, Dodge to Ashland	\$ 800,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Hartrey, Dobson to Brummel	\$ 100,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Hartrey, Main to Washington	\$ 420,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		

**City of Evanston
2019 Capital Improvement Program
Maintenance Effect Evaluation**

Project Title	Total	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
WM - Cowper, Harrison to Central	\$ 470,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Lincolnwood, Park Place to Isabella	\$ 450,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Payne, Darrow to Dewey	\$ 240,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Munroe, Dodge to Florence	\$ 800,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Lining Small Dia Mains on Private Easement	\$ 1,300,000	Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
Drinking Fountain Replacement	\$ 100,000	Replacing drinking fountains will reduce the need for maintenance.	X		
Lincolnwood Connection and Meter Vault - Const	\$ 1,600,000	Adding new wholesale water connection and including a new water meter and additional piping, will increase the amount of maintenance.			
Lincolnwood Connection and Meter Vault - Engr Svcs	\$ 240,000				X
CDBG - Partial Lead Service Replacement	\$ 75,000	Replacing old lead services will decrease the likelihood of a future emergency repair.	X		

**City of Evanston
2019 Capital Improvement Program
Maintenance Effect Evaluation**

Project Title	Total	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
Sewer Rehabilitation	\$ -				
Sewer - CIPP Rehabilitation	\$ 1,125,561	Sewer rehabilitation will reduce likelihood of emergency sewer repairs over next 75 years.	X		
Sewer - Emergency Sewer Repairs	\$ 75,000	Sewer rehabilitation will reduce likelihood of emergency sewer repairs over next 75 years.	X		
Sewer - Repairs on Street Improvements	\$ 255,000	Sewer rehabilitation will reduce likelihood of emergency sewer repairs over next 75 years.	X		
Sewer - Sewer Extension for Alley Improvements	\$ 150,000	Increased amount of sewer may result in increased maintenance need, but will likely result in decrease in the amount of private property damage due to flooding.	X		X
Sewer - Drainage Structure Lining	\$ 165,000	Drainage structure rehabilitation will reduce likelihood of emergency sewer repairs over next 75 years.	X		
Sewer - Stormwater Mgmt Improvements	\$ 100,000	Increased amount of sewer facilities may result in increased maintenance need, but will likely result in decrease in the amount of private property damage due to flooding.	X		X
Sewer - Stormwater Master Plan Improvements	\$ 100,000	Increased amount of sewer facilities may result in increased maintenance need, but will likely result in decrease in the amount of private property damage due to flooding.	X		X
Sewer - Hinman Relief Sewer Ext Ph 3	\$ 305,000	Increased amount of sewer facilities may result in increased maintenance need, but will likely result in decrease in the amount of private property damage due to flooding.	X		X
Sewer - Large Dia Rehab - Greenleaf	\$ 2,100,000	Sewer rehabilitation will reduce likelihood of emergency sewer repairs over next 75 years.	X		
TOTAL STREETS, SEWER, WATER MAIN PROJECTS	\$ 20,420,561				
OTHER TRANSPORTATION					
Major Projects					
Bridge Inspection	\$ 20,000	Unknown at this time.			
Central Street Bridge Engr, Phase II	\$ 90,000				
Central Street Bridge Engr, Phase III	\$ 660,000	Replacing bridge structure will decrease overall maintenance needed for bridge.	X		
Central Street Bridge Construction	\$ 6,100,000				
Ridge Avenue Signal Study	\$ 175,000	Unknown at this time.			
Traffic Signals - Emerson @ Maple/Elgin/Benson/Dodge - Const	\$ 1,270,000	Upgrading and replacing traffic signals with new technology will reduce the amount of maintenance.	X		
Traffic Signals - Emerson @ Maple/Elgin/Benson/Dodge - Engr Svcs Phase III	\$ 120,000				
Annual Projects	\$ -				
General Phase I Engineering	\$ 50,000	Unknown at this time.			

**City of Evanston
2019 Capital Improvement Program
Maintenance Effect Evaluation**

Project Title	Total	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
Street Impr Program (Lighting, Pavement Marking)	\$ 210,000	Refreshing pavement markings results in less spot repairs needed on an emergency basis. Replacing deteriorated street lights will result in less maintenance hours needed by Traffic Division over next 30 years.	X		
Street Patching Program	\$ 600,000	Street patching will decrease need for street repairs in short-term.	X		
Street Rejuvenation Pilot	\$ 100,000	Technology extends pavement life by several years, reducing the need for maintenance.	X		
Tallmadge Light Pole Mold Creation	\$ 70,000	Unknown at this time.			
Traffic Calming, Bicycle and Ped Improvements	\$ 300,000	Unknown at this time.			
Viaduct Improvement - Emerson/Ridge/GB	\$ 350,000	Painting will provide a protective coating on the metal and reduce the need for additional maintenance.	X		
Alley Improvements	\$ -				
North of Leonard, East of Bryant	\$ 500,000	Improving alleys eliminates need for alley regrading multiple times per year by public works maintenance staff. Sewer is added, which results in increased amount of sewer facilities to maintain.	X		X
CDBG - North of Cleveland, East of Wesley	\$ 390,000				
CDBG - Reallocated Alley Funds	\$ 242,000				
Parking Lot Projects	\$ -				
PL - No. 51 - Tallmadge Park	\$ 380,000	Rehabilitation of the parking lot will decrease the need for spot repairs and additional other maintenance.	X		
TOTAL TRANSPORTATION PROJECTS	\$ 11,627,000				
PARKS					
Foster Field - Perimeter Fence Replacement	\$ 187,813	Work will reduce the need for additional maintenance.	X		
Clyde-Brummel - Fence Replacement	\$ 50,000	Work will reduce the need for additional maintenance.	X		
Garden Park - Const	\$ 500,000	Work will reduce the need for additional maintenance.	X		
Harbert Park - Basketball Court Reconstruction	\$ 100,000	Work will reduce the need for additional maintenance.	X		
Harbert Park - Pathway Improvements	\$ 100,000	Reducing flooding on the pathway will reduce the need for maintenance on the pathway surface. Installation of underdrains will require additional maintenance by sewer maintenance staff.	X		X
Harbert Park - Shelter Installation	\$ 100,000	Addition of a park shelter will require additional maintenance activity of the shelter itself.			X
Lovelace Park - Tennis Court Rehab	\$ 250,000	Rehabilitation of the tennis court surface will reduce the need for additional spot repairs.	X		
McCulloch Park - Design Engr Svcs	\$ 100,000	Unknown at this time.			
Misc Park Improvements (Ackerman/Harbert/Cartwright)	\$ 120,000	Unknown at this time.			
Parks Contingency	\$ 75,000	Unknown at this time.			

**City of Evanston
2019 Capital Improvement Program
Maintenance Effect Evaluation**

Project Title	Total	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
TOTAL PARKS PROJECTS	\$ 1,582,813				
FACILITIES					
Chandler - Fire Panel Replacement	\$ 30,000	Replacement of the fire panel will decrease the need for repairs.	X		
Chandler - HVAC Improvements - Engr Svcs	\$ 7,000	Replacement of aging HVAC equipment will decrease the need for maintenance.	X		
Chandler - HVAC Improvements - Constr	\$ 565,000				
Chandler - Roof Replacement	\$ 225,000	Replacement of the roof will reduce the need for spot repairs and potentially reduce other types of damage to the building.	X		
Church/Maple/Sherman Garage - Capacity Signs	\$ 250,000	Installation of the signs will result in additional items to be maintained.			X
Church/Maple/Sherman Garage - Fiber Connect	\$ 400,000	Installation of fiber optic will provide new infrastructure that will need to be maintained but it will allow the retirement of other infrastructure that is hard to maintain.	X		
Church/Maple/Sherman Garage - Silane Sealer (Traffic Coating)	\$ 900,000	Applying the traffic coating will protect the concrete surface and extend it's life.	X		
Civic Center - HVAC Improvements - Design Engr Svcs	\$ 250,000	Unknown at this time.			
Ecology Center - Crawl Space Impr - Engr Svcs	\$ 50,000	Relocation of equipment out of the crawlspace will assist in making future repairs easier and will reduce the chance of equipment freezing.	X		
Energy Efficiency Improvements	\$ 100,000	Unknown at this time.			
Facilities Contingency	\$ 300,000	Unknown at this time.			
Fire Station 1&4 - Bunkroom Improvements	\$ 150,000	Unknown at this time.			
Fire Station 2 - Emergency Generator Rehabilitation	\$ 50,000	Rehabilitation of the existing generator will reduce the need for future repairs.	X		
Fire Station 3 - HVAC Improvements	\$ 75,000	Replacement of the deteriorated equipment will reduce the need for future repairs.	X		
Fleetwood - Interior Improvements	\$ 290,000	Replacement of existing finishes with new will result in about the same amount of maintenance.		X	
Levy - BAS Upgrade	\$ 30,000	Unknown at this time.			
Levy - HVAC Improvements - Constr	\$ 350,000	Unknown at this time.			
Levy/Police Fire HQ - HVAC Improvements - Engr Svcs	\$ 40,000	Unknown at this time.			
Noyes - HVAC Study	\$ 100,000	Unknown at this time.			
Noyes - Security Camera Upgrade	\$ 30,000	Installation of additional security infrastructure will increase the amount of maintenance.			X
Police Fire HQ - Emergency Generator Replacement	\$ 160,000	Replacement of the existing generator will reduce the need for future repairs.	X		
Police Fire HQ - HVAC Improvements (RTU 1)	\$ 250,000	Unknown at this time.			
Service Center - HVAC Study (Bldgs A & D)	\$ 125,000	Unknown at this time.			

**City of Evanston
2019 Capital Improvement Program
Maintenance Effect Evaluation**

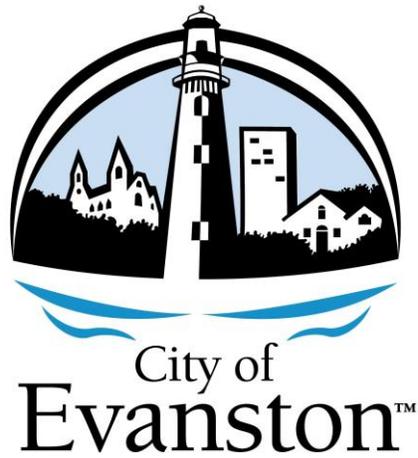
Project Title	Total	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
Sherman Avenue Garage - Lighting Upgrade	\$ 650,000	Installation of new, LED light fixtures will decrease maintenance requirements.	X		
Sherman Avenue Garage - Paint Rehab	\$ 250,000	Repair of deteriorated paint will decrease future maintenance.	X		
Sherman Avenue Garage - Security Camera Upgrade	\$ 250,000	Installation of additional security infrastructure will increase the amount of items to be maintained.			X
Sherman Avenue Garage - Structural Inspection	\$ 130,000	Unknown at this time.			
TOTAL FACILITIES PROJECTS	\$ 6,007,000				

**City of Evanston
2019 Capital Improvement Program
Maintenance Effect Evaluation**

Project Title	Total	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
MISCELLANEOUS					
Cybersecurity Alignment Study	\$ 50,000	Unknown at this time.			
Emergency Siren System Replacement	\$ 175,000	Replacement of deteriorated infrastructure will reduce future maintenance requirements.	X		
IT - Network Switch Reliability	\$ 101,343	Replacement of deteriorated infrastructure will reduce future maintenance requirements.	X		
IT - Server Replacement	\$ 120,000	Replacement of deteriorated infrastructure will reduce future maintenance requirements.	X		
In-House Engineering Services	\$ 500,000	Unknown at this time.			
TOTAL MISCELLANEOUS PROJECTS	\$ 946,343				
WATER TREATMENT, STORAGE AND BILLING					
South Standpipe - Motor Control Center - Const	\$ 50,000	Replacement of deteriorated infrastructure will reduce future maintenance requirements.	X		
South Standpipe - Motor Control Center - Engr Svcs	\$ 30,000				
WTP - 36/42 Intake Replacement - Engr Svcs	\$ 300,000	Unknown at this time.			
WTP - 54" Intake Heater Cable Repair	\$ 200,000	Repairing the heater electrical cable will return the system to the expected operating condition.		X	
WTP - Exterior Door Replacement	\$ 75,000	Repairing and replacing doors that are not functioning well will reduce the need for future maintenance.	X		
WTP - Filter Freight Elevator and Controls Rehab	\$ 120,000	Rehabilitating the elevator will reduce future maintenance requirements.	X		
WTP - Filtration Headhouse Improvements - Engr Svcs	\$ 80,000	Unknown at this time.			
WTP - Laboratory Expansion - Construction	\$ 800,000	Increasing the size of the laboratory will increase maintenance requirements. Installing a dedicated HVAC system will reduce maintenance associated with air quality and temperature.	X		X
WTP - Laboratory Expansion - Engr Svcs	\$ 100,000				
WTP - Settling Basins 1 and 2 Rehab - Engr Svcs	\$ 50,000	Repairing deteriorating concrete will reduce maintenance requirements.	X		
WTP - Treated Water Storage Replacement - Construction	\$ 13,400,000	Replacing concrete structure will reduce maintenance requirements. Addition of new pump station will increase amount of equipment that needs to be maintained.	X		X
WTP - Treated Water Storage Replacement - Const Engr Svcs	\$ 300,000				
TOTAL WATER TREATMENT PROJECTS	\$ 15,505,000				

City of Evanston
 2019 Capital Improvement Program
 Maintenance Effect Evaluation

Project Title	Total	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
ROBERT CROWN COMMUNITY CENTER					
Crown - Architectural/Engineering Services	\$ 350,000				
Crown - Construction Manager - GMP Fees	\$ 20,750,000	Replacing existing deteriorated building will reduce maintenance requirements. Providing additional facilities will increase amount of infrastructure that needs to be maintained.	X		X
Crown - Furniture, Fixtures & Equipment	\$ 860,000				
Crown - Abatement	\$ 125,000				
Crown - Public Art	\$ 335,000				
TOTAL CROWN PROJECT	\$ 22,420,000				



PART VII

**COMPREHENSIVE
PERFORMANCE
MEASUREMENT**

Service Area	Measure Name	2017 Number	2018 Estimate	2019 Target
Code Enforcement	Code Enforcement cases resolved through forced compliance	32	24	30
Code Enforcement	Average calendar days, Inspection to forced compliance	103	237	90
Code Enforcement	Average calendar days, Inspection to voluntary compliance	30	30	25
Code Enforcement	Percentage of cases resolved through forced compliance	0.60%	0.40%	0.35%
Code Enforcement	Total code cases available for resolution during the reporting period	5,294	4,800	4,800
Fire/EMS	Residential population of area served: Fire suppression	74,756	74,756	74,756
Fire/EMS	Residential population of area served: Emergency Medical Services	74,756	74,756	74,756
Fire/EMS	EMS: Total BLS and ALS Responses	6456	6490	6600
Fire/EMS	Expenditure: Total fire/EMS personnel and operations (including support charged to department)	23,668,851	23,934,390	25,003,538
Fire/EMS	Fire confinement: Residential 1-2 Family Structures: Percentage Confined to Object or Room of Origin	0.571	0.538	0.6
Fire/EMS	Fire Incidents: Residential: Total 1-2 family, multi-family, and other	24	30	22
Fire/EMS	Hours paid, Sworn fire/EMS, including overtime	282,142	259,370	265,400
Fire/EMS	% of cardiac patients w/pulsatile rhythms upon delivery to a hospital	NA	0.31	0.36
Fire/EMS	Emergency fire travel time: % 4 Min or under: From conclusion of turnout to arrival on scene	All Fire Calls = .96	All Fire Calls = .952	All Fire Calls = .96
Fire/EMS	Emergency fire response time: % of responses with a total time of 6 minutes, 20 seconds and under from call entry to arrival on scene (dispatch + turnout + travel time)	All Fire Calls = .548	All Fire Calls = .58	All Fire Calls = .70
Fire/EMS	FTEs: Sworn Fire&EMS	107	103	107
Fire/EMS	FTEs: Sworn Fire&EMS per 1,000 population	1.4	1.3	1.4
Fire/EMS	Expenditures per capita: Fire&EMS	313.28	316.8	330.95
Fire/EMS	Total BLS and ALS responses per 1,000 population	86.08	86.53	86.7
Fire/EMS	Residential fire incidents per 1,000 population served	0.5	0.5	0.5
General Gov't	Population density - Residents per square mile	9584.10	9584.10	9584.10
General Gov't	Expenditures per capita: All general fund services	1523.95	1542.27	1538.34
General Govt.	Expenditures: General fund personnel and operations	113924738.70	115294087.00	115000000.00
General Govt.	Median Household Income	71,317.00	71,317.00	71,500.00
General Govt.	Percentage of Housing units that are vacant	0.40%	0.25%	0.23%
General Govt.	Percentage of population below poverty level	13.7%	13.0%	12.50%
General Govt.	Percentage of population (>= 25) w/bachelor's degree or higher	65.9%	65.9%	66%

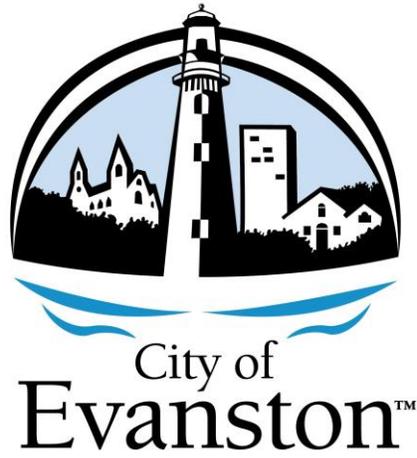
Service Area	Measure Name	2017 Number	2018 Estimate	2019 Target
General Govt.	Percentage of population 17 or under (Juvenile)	20.0%	20.0%	20%
General Govt.	Population: Residential population of jurisdiction	74,756	74,756	74,756
General Govt.	Square miles of land area served	7.8	7.8	7.8
General Govt.	Unemployment rate	0.39	0.39	0.39
Human Resources	Hours paid to all jurisdiction staff	2,035,489	2,030,000	2,030,000
Human Resources	Percentage of new full-time employees completing probationary period	0.95	0.95	0.95
Human Resources	Total Sick Leave Hours Used: All Employees	43,566	40,000	38,000
Human Resources	Total Sick Leave Hours Used: Sworn Fire/EMS Employees	6,528	6,212	4,120
Human Resources	Total Sick Leave Hours Used: Sworn Police Employees	6,161	6,000	6,000
Human Resources	Turnover rate: All full-time employees	0.06	0.05	0.05
Human Resources	Turnover rate: Public safety full-time employees	5%	5%	5%
Human Resources	FTEs: Total jurisdiction	829	805	805
Human Resources	Total Jurisdiction FTEs per 1,000 Population	11.09	10.77	10.77
Human Resources	Sick leave hours used per FTE: All employees	53.32	48.96	46.51
Human Resources	Sick leave hours used per FTE: Sworn fire&EMS	54.81	60.32	40
Human Resources	Sick leave hours used per FTE: Sworn police	37	37	37
Info. Tech.	Expenditures: Information technology personnel and operations	\$ 2,711,456.65	\$ 2,648,302.00	\$ 2,719,723.00
Info. Tech.	Help desk (IT): Number of requests received	7,400	7,400	7,400
Info. Tech.	IT: Number of endpoints served	1,400	1,400	1,400
Info. Tech.	Percentage of help desk requests resolved within 4 work hours	60%		
Info. Tech.	IT expenditures per endpoint served	1,936.75	1,891.64	1,942.66
Info. Tech.	IT Help Desk Requests per Endpoint Served	5.3	5.3	5.3
Info. Tech.	IT as a share of total General Fund expenditures	2.38%	2.30%	2.36%
Libraries	Hard copy circulation per registered borrower	21	19	19
Libraries	Electronic circulation per registered borrower	2	2	2
Library	Expenditures: Library personnel and operations	7,019,006	7,339,834	7,486,631
Library	Library: Circulation for all library facilities (hard copy materials)	945,045	955,000	975,000
Library	Library: Circulation for all library facilities (electronic materials)	94,540	101,000	110,000
Library	Number of library visits	548,512	575,000	600,000
Library	Number of registered borrowers	44,675	49,285	52,000

Service Area	Measure Name	2017 Number	2018 Estimate	2019 Target
Library	Library expenditures per visitor (each visit counted separately)	13	13	12
Library	Library expenditures per registered borrower	157	149	144
Parks and Rec.	Park maintenance expenditure per developed park acre	7,894.34	8,147.06	8,204.10
Parks and Rec.	Parks and recreation class/program/facility registrants per 1,000 population	33	37	37
Parks and Recreation	Developed park acreage: Total	268	268	268
Parks and Recreation	Park maintenance expenditures	2,115,682	2,183,412	2,198,699
Parks and Recreation	Recreation Community Centers: Class/program/facility registrants	44,381	46,000	46,000
Parks and Recreation	Survey: Parks: Quality of Parks: % Excellent or Good	1	1	1
Permits	Development inspections: Number of Commercial/industrial	5404	5400	5500
Permits	Development inspections: Number of Residential	2076	2000	2100
Permits	Development permits: Average calendar days from application to issuance: Commercial	18	17	17
Permits	Development permits: Average calendar days from application to issuance: Residential	15	14	14
Permits	Development: Average calendar days from request to inspection: Commercial	2	2	2
Permits	Development: Average calendar days from request to inspection: Residential	2	2	2
Police	Residential population of area served: Police	74756	74756	74756
Police	DUI Arrests	121	125	130
Police	Number of traffic accidents involving fatalities	0	3	0
Police	Number of traffic accidents involving alcohol with fatalities	0	0	0
Police	Expenditures: Sworn police overtime	791,498.00	800,000	800,000
Police	Expenditures: Sworn police salaries and benefits (excluding OT)	19,126,812.43	19,700,616.80	20,291,635.31
Police	Hours Paid: Sworn police staff	347,579.25	350,000	350,000
Police	Percentage of property crimes cleared	16.83%	18%	18%
Police	Percentage of violent crimes cleared	69.33%	75.00%	75.00%
Police	Police calls: Calls for service resulting in a unit being dispatched	30,270.00	31,000.00	31,000.00
Police	Top Priority calls: Average time, dispatch to arrival on scene (in seconds)	197 seconds	190 seconds	187 seconds
Police	Top Priority calls: Average time from receipt to dispatch (in seconds)	173 seconds	166 seconds	163 seconds
Police	UCR Part I Property Crimes: Reported	1771	1730	1690
Police	UCR Part I Violent Crimes: Reported	129	135	128
Police	FTEs: Sworn Police	166	166	166
Police	FTEs: Sworn Police per 1,000 population	2.22	2.22	2.22

Service Area	Measure Name	2017 Number	2018 Estimate	2019 Target
Police	Sworn police overtime as a percentage of total sworn police compensation	5.81%	5.55%	3.40%
Police	Calls for service per sworn police FTE	182	187	187
Police	Calls for service per 1,000 population	405	415	415
Police	DUI arrests per 1,000 population	1.62	1.67	1.74
Police	Number of traffic accidents involving fatalities per 1,000 population	0	0.03	0
Police	Number of traffic accidents involving alcohol w/fatalities per 1,000 population	0	0	0
Police	UCR Part I Property Crimes Reported per 1,000 population	23.69	23.14	22.61
Police	UCR Part I Violent Crimes Reported per 1,000 population	1.73	1.81	1.71
Procurement	Dollar amount of purchases made via purchasing card/credit card as a percentage of all purchases	3.96%	4.10%	3.90%
Risk Mgt.	Workers compensation, Number days lost to injury: Sworn Law Enforcement	61.25	60	60
Risk Mgt.	Third party vehicle liability, Number of accidents	36	20	15
Risk Mgt.	Worker days lost to injury per 100 FTEs (Sworn Police)	36.90	36.14	36.14
Solid Waste	Expenditures, Refuse collection and disposal, per account	144.85	138.03	141.01
Sustainability	Waste Diversion: Percentage diverted	0.22	0.24	0.3
STAR	Total noise complaints	59	50	50
STAR	Number of new residential units in infill and redevelopment areas	56	110	60
STAR	Provide assistance for low-income users to access and use public parklands and programming through subsidy, scholarships, and discounts	201,731.00	265,000.00	265,000.00
STAR	Transportation Safety: Part 1: Demonstrate that pedestrian and bicyclist fatalities are making incremental progress towards zero fatalities by 2040 [Parital credit available] --AND-- Part 2: Demonstrate that vehicular fatalities are making incremental progress towards zero fatalities by 2040	0	1	0
STAR	Increase the mileage of striped or buffered bicycle lanes, cycle-tracks, parallel off-street paths and/or other dedicated facilities			
STAR	Communitywide Greenhouse Gas Emissions: Demonstrate incremental progress towards achieving a 28% reduction by 2025 and/or an 80% reduction by 2050 in communitywide greenhouse gas (GHG) emissions	26.8	26.8	28

Service Area	Measure Name	2017 Number	2018 Estimate	2019 Target
STAR	Energy Use: Part 1: Demonstrate incremental progress towards achieving an 80% reduction by 2050 in energy used by community buildings or industrial processes --OR-- Part 2: Demonstrate incremental progress towards achieving an 80% reduction by 2050 in energy use within specific residential, commercial, and industrial sectors	4.89	5	5.5
STAR	Local Government Energy Efficiency: Part 1: Percent change in local government building stock energy use intensity energy use intensity per building type --AND-- Part 2: Percent change in local government-owned public infrastructure energy use	Part 1: -2% Part 2: -25.2%	Part 1: -2% Part 2: -25.2%	Part 1: -2.5%, Part 2: -27%
STAR	Local Government Greenhouse Gas Emissions: Demonstrate incremental progress towards achieving a 28% reduction by 2025 and/or an 80% reduction by 2050 in local government greenhouse gas (GHG) emissions	0.6684	0.7	0.75
STAR	Benchmark local government building and infrastructure energy use annually	64,748,775.37	64,748,775.37	63,450,000.00
STAR	Establish a water use baseline for local government facilities and infrastructure and conduct a regular review of water use data against the baseline	2,398,836	2,398,836	2,300,000
STAR	Resolution of Complaints: Part 1: Demonstrate that all police-related civil and human rights complaints in the past 3 years have been investigated and violations redressed in a timely manner --AND-- Part 2: Demonstrate that all non-police-related civil and human rights complaints in the past 3 years have been investigated and violations redressed in a timely manner	Complaints: 2017=10, 2018:9 2016=17, 2015=22 All of which were fully investigated, resolved in a timely manner and presented to the Human Services		2019:8
STAR	Active Adults: Demonstrate 20% or less of adults aged 20+ report no leisure time physical activity within the past month	20.0%	21.0%	20.0%
STAR	Health Outcome: Premature death	6,600.00	6,500.00	6,400.00
STAR	Health Outcome: Poor or fair health	0.17	0.18	0.17
STAR	Health Outcome: Poor physical health days	3.6	3.6	3.5
STAR	Health Outcome: Poor mental health days	3.5	3.6	3.5
STAR	Health Outcome: Low birthweight	0.09	0.09	0.085
STAR	Health behavior: Adult smoking	13.6%	12.6%	12%
STAR	Health behavior: adult obesity	20.9%	25.3%	23%
STAR	Health behavior: food environment index	7.9	8.3	8.6

Service Area	Measure Name	2017 Number	2018 Estimate	2019 Target
STAR	Health behavior: physical inactivity	0.2	0.21	0.2
STAR	Health behavior: Access to exercise oppor.	0.99	0.99	0.99
STAR	Health behavior: Excessive drinking	0.22	0.236	0.22
STAR	Health behavior: alcohol-impaired driving deaths	0.36	0.33	0.3
STAR	Health behavior: sexually transmitted infections	713.1	753.6	720
STAR	Health behavior: Teen births	36	30	25
STAR	School Nutrition: Demonstrate an increase over the past 3 years in the food service sales of fresh fruits and vegetables in the largest public school district	69,609	77,000	80,000



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 Aa2 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 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

Glossary

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.

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.

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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 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.

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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.

GASB 67/68: Financial reports of defined benefit pension plans.

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. 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

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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.

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

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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.

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.

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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.

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

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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.