



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309

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Website: <http://www.villageofmaplepark.org>

BOARD OF TRUSTEES COMMITTEE OF THE WHOLE TUESDAY, NOVEMBER 17, 2020

7:00 p.m.

Join Zoom Video Conference Meeting

<https://us02web.zoom.us/j/85952806499?pwd=STMvUTNxTXgrTFhLWTcxVU4yUnVjUT09>

Meeting ID: 859 5280 6499

Password: 048656

Mobile Call in Option:

+1 312 626 6799

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL/QUORUM ESTABLISHED

4. **PUBLIC COMMENTS** – Any resident wishing to address the Board may do so according to the guidelines set forth in the “Rules for Public Comments at Public Meetings” handout. Please complete a speaker request form and submit it to the Village Clerk. . You may also send an email to villageclerk@villageofmaplepark.com in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting.

5. INFRASTRUCTURE ITEMS

- A. Water System Update

6. PERSONNEL ITEMS

- A. Village Administrator Performance Evaluation Process

7. FINANCE ITEMS

- A. Capital Improvement Plan/Maintenance Plan (CIP/MP)
B. Financial Discussion
i. Financial Policy – Including Debt, Fund Balance, Purchasing
ii. Long Term Financial Forecast and Alignment with CIP/MP

8. VILLAGE ADMINISTRATOR REPORT

9. VILLAGE PRESIDENT REPORT

10. GOALS LIST

11. OTHER ITEMS

A. State Required Sexual Harassment Training

12. ADJOURNMENT



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MEMORANDUM

TO: Village Trustees

FROM: Village President Kathleen Curtis

DATE: November 2, 2020

SUBJECT: VILLAGE ADMINISTRATOR PERFORMANCE EVALUATION PROCESS

Per terms of the Village Administrator's Employment Agreement, a performance evaluation must be completed every February, subject to the process, form, criteria and format of the evaluation mutually agreed upon by the Village Board and the Administrator. The Personnel Committee Liaison and I met with the Village Administrator for a preliminary discussion on the Village Administrator Performance Evaluation process.

The Village Administrator provided an article from the International City/County Management Association (ICMA) that talks about the suggested steps in the process and the common pitfalls to avoid. Although, the article is chronologically dated, the information contained in the article is still relevant, direct and practical. Because this is a new process for the Village Board and the Village Administrator we should have plenty of time to review the evaluation form and the meeting format to conduct the evaluation and beginning the process now will be a timesaver in the future and mean February's evaluation will not have to be rushed in order to accommodate any meeting dates, budget considerations and ability of the Board and the Administrator to consider goals and objectives for the coming year.

The purpose of the performance evaluation of the Village Administrator is to establish important communication between the Village Board and the Village Administrator. The evaluation provides guidance to the Village Administrator and should reduce the possibility of any misunderstanding between the Village Board and the Village Administrator. The evaluation should be conducted annually, and each year prior to the start of the process, the Village Board and Village Administrator will review the overall process, the evaluation form and the evaluation schedule and if necessary, make adjustments as deemed mutually necessary. The Village President will serve as the Facilitator for the overall evaluation process.

The evaluation process also serves to clearly communicate the expectations of both the Village Board and the Village Administrator. It also reaffirms the daily direct line of communication between the Village Administrator and the Village Board and between the Village Administrator and Village Staff. The daily direct line of communication is between the Village President and Village Administrator; and the daily direct line of communication between the Village Administrator and Village Staff is the Village Administrator, per the Village's Organizational Chart as stated in the Employee Handbook, dated January 7, 2020.

Here is the envisioned start to the process:

1. At the November 17, 2020 Committee of the Whole (COW) – Village Board and Village Administrator will:
 - a. Review the proposed Performance Evaluation Form to be used, the process listed on Page 2; and,
 - b. Review the proposed evaluation schedule.
2. At the December 1, 2020 Village Board Meeting – The Village Board and Village Administrator will confirm:
 - a. The overall evaluation process
 - b. The customized Performance Evaluation Form to be used in the process
 - c. The evaluation schedule

The attached proposed Performance Evaluation Form is a traditional form that evaluates behaviors associated with the Village Administrator position and for goals and objectives to be added to the end of the form.

Listed below are the steps in the evaluation process:

1. Each Board member will complete a Performance Evaluation Form (Pages 1 through 6), including:
 - a. A list of goals and objectives** the Board would like to have the Village Administrator complete over the next year (Pages 7 through 9), a copy of the current quarterly Goals and Objectives List dated August 24, 2020 is attached; and,
 - b. Will respond to the “Conclusions” questions (Page 10), section of the form should be completed is also attached to the Performance Evaluation Form for Board Member information; and,
 - c. List the total score for each category and then the average score for each category from Pages 1 through 6 on Page 11; and,
 - d. Score the “Goal Performance” for each goal that the Village Board asked the Village Administrator to complete between August 6, 2019 and December 31, 2020. For this evaluation, several of the original goals that the Village Administrator were asked to complete when she began working for the Village are listed. See the final page of the Village Administrator Performance Evaluation packet for an example of how a summary of goal accomplishments should be presented.
 - e. Sign and date the form.
 - f. Submit the completed Performance Evaluation Form to the Village President in the enclosed envelope.
 - g. The Village Administrator will complete a self-evaluation and an evaluation of the Village Board.
 - h. The Village Board will also complete a self-evaluation of their performance in terms of their interaction with the Village Administrator and as a Village Board Member.

**When the Village Board is evaluating the Village Administrator, the Board as a whole should consider their own performance on how they may contribute to or hinder the Village Administrator’s effectiveness. Goals are broad in nature, set general direction/vision, can be difficult to measure, can be abstract ideas, longer term and are the expected end result of the work involved. Objectives are narrow in scope, specific steps in the process, associated with a schedule and time frame, work used to reach a goal, short-term and easy to measure. The quality of the work that results goal and/or objective accomplishment should also be a factor when providing an evaluation score.

2. The Village President will serve as Facilitator for the process and will sign and date each evaluation from as it is received.
3. The Village President will then summarize the scores, comments and goals and objectives and generate a “Master” Performance Evaluation Form listing the prioritized list of goals and objectives.
4. The Village Board will meet on its own in Executive Session to discuss the “Master” Form and concur on the goals and objectives that it would like the Village Administrator to complete in the coming year.
5. The Village Board will also evaluate and discuss its own performance after the Village Administrator portion of the process has been completed.

6. The Village Board and Village Administrator will then meet in Executive Session to review and discuss with the Village Administrator's evaluation, the Administrator's self- evaluation and the Board's self- evaluation and agree upon the goals and objectives for the coming year. The Village President again will serve as the Facilitator for this session.
7. The Village President and Village Administrator will finalize the Performance Evaluation Form, with the list of the coming year's goals and objectives, for signature by the Village President and Village Administrator.
8. The fully executed form will be placed in the Village Administrator's Personnel File.
9. A separate Annual Goals and Objectives List will be placed in a Village Administration file and be identified on the Quarterly Goals and Objectives listed and a copy of the first and most recent Quarterly Village Board Goals are also attached.
10. Determination of the annual and/or merit increase for performance will be included in the FY 2022 Budget Process.
11. Annual and/or merit increase salary adjustment made on May 1, 2021.
12. Review evaluation process, forms and schedule for February 2021 evaluation at the November 16, 2021 Committee of the Whole Meeting.

Listed below is a proposed evaluation schedule for consideration by the Village Board and the Village Administrator.

Evaluation Task	Responsible Party	Established Deadline Date
Review of the proposed Performance Evaluation Form	Village President, Board of Trustees and Village Administrator	11/17/20
Review and approval of the customized Performance Evaluation Form and the evaluation schedule	Village President and Village Administrator	12/07/20
Distribution of the performance evaluation schedule and evaluation form, including prior year goals and objectives	Village President and Village Administrator	12/28/20
Submit completed confidential performance evaluation forms to Village President	Board of Trustees	01/04/21
Assembly and tabulation of performance evaluation scores, constructive "Conclusions" and goals and objectives for the coming year	Village President	01/18/21
Village President and Board of Trustees Executive Session to discuss Board results regarding performance evaluation scores, constructive "Conclusions" and goals and objectives for the coming year	Village President and Board of Trustees	01/23/21
Village President and Board of Trustees discuss, in Executive Session, the evaluation with Village Administrator and Board's evaluation and finalize the goals and objectives for the coming year	Village President, Board of Trustees and Village Administrator	02/02/21
Finalize evaluation form, with goals and objectives for the coming year identified and for signature by Village President and Village Administrator	Village President and Village Administrator	02/17/21

Evaluation Task	Responsible Party	Established Deadline Date
Determination of the annual and/or merit increase for performance during FY2021 Budget process*	Village President and Board of Trustees	03/01/21
Annual and/or merit salary adjustment made		05/01/21
Review of Village Administrator Performance Evaluation process including: The overall process, Evaluation Form and schedule	Village President, Board of Trustees and Village Administrator	11/16/21

*For transparency purposes annual and/or merit increase ranges based on evaluations scores can be published as part of the budget process.

Please be prepared to discuss the evaluation process, form and evaluation schedule at the November 17, 2020 COW Meeting.

If you have any questions, please give me a call so we can discuss.

Attachments

ICMA Cover Store, "How Are We Doing?"

Appendix 1 – Reporting Structure

Proposed Evaluation Form

Example of the Summary of "Goal Performance" Notes

Quarterly Village Board Goals List

"How Are We Doing?"

Evaluating the Performance of the Chief Administrator

Margaret S. Carlson

Picture a governing board meeting at a hectic time of year. Perhaps it is budget season and difficult funding decisions loom. Or the members are still recovering from stinging criticism over a hot community issue. Suddenly, someone says, "Hey, didn't we say last year that we were going to evaluate the manager around this time?" Other members groan inwardly as they envision yet another series of meetings and potential conflict with other board members. One member says, "Everything seems to be going OK. Let's just go ahead and decide on a salary increase now. Is an evaluation really that important?"

Yes.

Evaluating the performance of the chief administrative officer—whether the title is local government manager or health director or school superintendent or social services director—is critically important.

In recent years, jurisdictions increasingly have recognized the importance of a useful performance evaluation system to the overall effectiveness of their organizations. They have taken steps to improve their methods of evaluating line workers, supervi-

**Avoid the
Pitfalls by
Using a
Systematic
Evaluation
Process**

sors, and department heads. But one important individual is frequently overlooked at performance evaluation time: the person who reports to the governing board. Governing boards have a responsibility to get on with that job. This article is designed to show how to evaluate a chief administrative officer who reports to a governing board, for simplicity called here the “manager.”

Ironically, the reasons that a manager may not receive a regular performance evaluation are the very reasons that an evaluation can be helpful:

- This individual is in a unique position in the organization.
- He or she serves at the pleasure of the board.
- He or she may frequently receive conflicting messages about priorities and direction from board members.

It is vital for managers to get regular, accurate feedback about whether they are meeting the expectations of the board, but it is unlikely that the organization will have a useful process in place for administrators to get that information in the absence of a well-conceived performance evaluation system.

Conducting an effective evaluation is hard work, but it doesn't have to be a bad experience for the board or the manager. With planning and a commitment to open lines of communication, chances are good that the experience will result in a new level of cooperation and understanding between manager and board and, ultimately, a more effective working relationship.

Common Pitfalls

Both the board and the manager may approach an evaluation with reluctance. Board members will be required to talk openly and honestly about the positive and negative aspects of a person's performance—a difficult task for many people. The manager must be able to receive this feedback in a nondefensive manner, even when it appears that the board is articu-

lating specific performance expectations for the first time, or that the board is focused on the manager's conduct in the most recent crisis, rather than his or her overall performance.

Here are some common problems that boards and managers encounter when they plan for and conduct performance evaluations:

- The board evaluates the manager only when there are serious performance problems, or when all or some of the board members already have decided that they want to fire the manager.
- The board realizes it is time to determine the manager's salary for the upcoming year, and it schedules a performance evaluation for the next meeting without discussing the format or process of the evaluation.
- The discussion during the evaluation is unfocused, with board members disagreeing about *what* the manager was expected to accomplish as well as *whether* the manager met expectations.
- The board excludes the manager from the evaluation discussion.

- The board evaluates only the manager's interactions with and behavior toward *the board*, even though members recognize that this may represent a relatively small portion of the manager's responsibilities.

- The board borrows an evaluation form from another jurisdiction or from a consultant without assuring that the form matches the needs of its own board and manager.

Most of these pitfalls can be avoided by planning and conducting a systematic process for evaluating the manager's performance. A thorough evaluation process, like the one suggested below, contains several essential components (see Figure 1).

A Suggested Evaluation Process

Planning the Evaluation.

1. Agree on the purpose(s) of the evaluation. Typically, boards identify one or more of the following goals when describing the purpose of an evaluation:

- To give the manager feedback on his

Figure 1. Steps in Planning and Conducting an Evaluation Process

Planning the Evaluation.

1. Agree on the purpose(s) of the evaluation.
2. Agree on what the board expects of the manager.
3. Agree on the frequency and timing of the evaluation.
4. Agree on who will be involved.
5. Agree on an evaluation form to be used.

Conducting the Evaluation.

1. Have individual board members complete the evaluation form before the evaluation session.
2. Have the manager do a self-assessment.
3. Agree on a setting for the evaluation discussion.
4. Have the manager present during the evaluation.
5. Consider using a facilitator.
6. Allow sufficient time.
7. Include a portion during which the board evaluates its own performance.
8. Decide on the next steps, and critique the process.

or her performance and to identify areas in which improvement may be needed.

- To clarify and strengthen the relationship between the manager and the board.
- To make a decision about the manager's salary for the upcoming year.

These goals are not incompatible, and it is possible to accomplish all of these tasks at once. However, it is essential that board members and the manager discuss and reach agreement on the purpose of the evaluation before deciding what the rest of the process will be. For example, a board member who thinks the main reason for doing an evaluation is to make a decision about compensation may think that a brief consultation among board members—minus the manager—is sufficient to ensure that no members have any major concerns about the manager's performance. This member also may ask for input from a personnel specialist who can provide information about managers' salaries in comparable jurisdictions. By contrast, a board member whose main interest is improving communication between the board and the manager may suggest a process that includes a conversation between the board and the manager, with the manager present throughout the evaluation.

A board might question whether the manager should be involved in planning the evaluation process, as the evaluation may be seen as the board's responsibility, with the manager as the recipient of the evaluation. Yet most boards want to conduct an evaluation that is helpful to the manager and provides guidance for his or her future actions. Because it can be difficult for the board to anticipate fully what the manager would—or would not—find useful in an evaluation, it is wise to consult with the manager early in the planning process.

For instance, the board may feel that the manager would be uncomfortable hearing board members talk about his or her performance at first hand and so

may design a process that “protects” the manager from hearing any negative feedback. Although the board's motives may be good, such a design may not meet the manager's needs if the manager actually wants to be part of the discussion, negative comments and all. Spending some time talking about the purpose of an evaluation at the beginning of the process will reduce the possibility of misunderstandings and conflicting priorities later on.

2. Agree on what the board expects of the manager. A job is essentially a set of expectations. It is possible to assess whether or not an individual holding that job has met expectations. But an evaluation can be useful only if an earlier discussion has taken place in which the board and manager have outlined expectations for the manager's performance. A board and manager may discuss expectations in conjunction with setting organizational goals for the upcoming year, perhaps as part of an annual retreat.

After setting goals, the board may specify objectives for the manager that define his or her role in meeting these goals. These objectives, then, are the board's expectations concerning the manager. For example, a city council may set a goal of working with agencies and community groups to reduce drug-related crimes in the city. The council may list one or more objectives for the manager related to this goal: identifying groups and agencies that already are working to reduce drug-related crime, forming a partnership that includes members of all relevant groups, or explaining new programs to the local media. If the manager needs clarification of the objectives or has some concerns about his or her ability to meet the board's expectations, these issues are best discussed at the time these objectives are set, rather than a year later, when the board wants to know why its expectations have not been met.

In addition to identifying *what* the board wants the manager to achieve, a board typically has an interest in *how*

the manager achieves these objectives; it expects the manager to have certain knowledge and to exhibit certain skills while performing his or her duties. Expectations about the manager's knowledge and skills also should be articulated by the board. The board may expect the manager, for example, to have oral and written presentation skills that enable him or her to present ideas clearly and concisely to diverse groups. It also may expect the manager to be able to allocate resources in a way that ensures equitable service delivery to citizens and to be able to delegate work effectively and evaluate the performance of his or her staff.

A board's expectations for the manager often represent a mix of general areas of knowledge and skills every manager should possess, as well as specific expectations based on the board's composition, the organization's history, or special features of the city or region. Therefore, it may be helpful for the board to use an existing list of managerial expectations as input for its discussion, then to customize these expectations to fit the needs of the jurisdiction. Many professional organizations—like ICMA—can supply such a list; or the board and manager may contact other communities in their area. Remember that a list of expectations for the manager that comes from a source outside the board is intended to *begin* a discussion of the board's expectations for the manager, not to *replace* this discussion.

3. Agree on the frequency and timing of the evaluation. The board and manager should agree on how often evaluations should be conducted (perhaps once a year) and adhere to that schedule. The timing of the evaluation also should be considered. For instance, the board may wish to have the evaluation cycle and budget cycle coincide and to make decisions about the manager's compensation at such a time. Or, it may choose to conduct the evaluation before the budget process gets under way if it feels that it would not be able to give its full attention to the evaluation during the

months leading up to the adoption of the budget.

The board should avoid scheduling the evaluation just before or after an election. If the evaluation is held too soon after an election, new members may not have had the time they need to gather information about and form a judgment of the manager's performance. Likewise, it is not a good idea to schedule an evaluation just before an election if a change in the composition of the board is expected.

4. Agree on who will be involved. All members of the board and the manager should participate in the evaluation (more about the manager's presence at the evaluation, below). The full board's participation is necessary because all members have relevant information about the manager's performance. In addition, during the planning process, the board and manager should consider whether there are other parties who have an important perspective on the manager's performance. A common problem is for the board to focus entirely on the manager's interactions with the board, even though the manager spends only a fraction of his or her time in direct contact with the board.

Although both the board and manager may feel that the perceptions of staff, citizens, and others are important, they may be concerned about how these perceptions will be collected and shared. It is not a good idea for board members to go directly to staff and to poll employees on their views of the managers' strengths and weaknesses. Such actions would put board members in an inappropriate administrative role and may put staff members—including the manager—in an uncomfortable position. Instead, the manager might hold "upward review sessions" with his or her staff in order to receive feedback from subordinates and to report general themes that came out of these sessions as part of his or her self-assessment.

The goal is not to make the manager feel under attack; rather, it is to acknowl-

edge that many people may have relevant information about the manager's performance and that the board should not be expected to know everything about the manager's work. If the board and manager choose not to incorporate other sources of information in the evaluation, the board may want to consider omitting performance criteria that it feels unable to judge (such as the coaching and mentoring of subordinates).

5. Agree on an evaluation form to be used. Frequently, this is the first step that boards consider when planning an evaluation, and they find it to be a difficult task. However, if the board already has discussed and agreed on what it expects of the manager (see Step 2), agreeing on an evaluation form becomes much easier. It is simply a matter of translating expectations into performance criteria, making sure that the criteria are clear and measurable. For example, three expectations in the area of "knowledge and skills necessary for local government

management" may look like Figure 2.

Following each criterion on the evaluation form is a scale ranging from "does not meet expectations" to "exceeds expectations," with an option of marking "unable to rate." A board may choose to assign numbers to this scale (say, 1 through 5, with 1 corresponding to "does not meet expectations" and 5 corresponding to "exceeds expectations"). But a numerical rating system is less useful in an evaluation of the manager than it is in an organization-wide evaluation of all employees, where standardized comparisons may have some value. In fact, a potential problem with using a numerical rating system is that it is easy to focus on the number as the end in itself, rather than simply a shorthand way to express the evaluation. Thus, a board may discuss at length whether a manager's performance on a given dimension is a 3 or a 4, and perhaps conclude that it is a 3.5, without fully exploring what these numbers represent.

Samples of evaluation forms may be

Figure 2. Portion of Sample Evaluation Form

Presentation Skills. The ability to understand an audience and to present an idea clearly and concisely, in an engaging way, to a group whose interests, education, culture, ethnicity, age, etc., represent a broad spectrum of community interests and needs.

1	2	3	4	5	
Does Not		Meets		Exceeds	Unable
Meet Expectations		Expectations		Expectations	to Rate

Citizen Service. The ability to determine citizen needs, provide equitable service, allocate resources, deliver services or products, and evaluate results.

1	2	3	4	5	
Does Not		Meets		Exceeds	Unable
Meet Expectations		Expectations		Expectations	to Rate

Delegating. The ability to assign work, clarify expectations, and define how individual performance will be measured.

1	2	3	4	5	
Does Not		Meets		Exceeds	Unable
Meet Expectations		Expectations		Expectations	to Rate

obtained from ICMA (contact Anthony Crowell by fax, 202/962-3500) and other professional organizations. Again, it is essential for boards and managers to tailor forms to meet their needs.

Conducting the Evaluation.

1. *Have individual board members complete the evaluation form prior to the evaluation session.* Setting aside some time for individual reflection is important preparation for the evaluation session. It reinforces the message that this is an important task, worthy of the board members' attention. Making individual assessments before beginning a group discussion also increases the likelihood that each member will form his or her own opinion without being influenced by the judgments or experiences of other members.

This is not meant to imply that board members cannot change their minds as a result of group discussion; on the contrary, members frequently change their views of a manager's performance as they hear the perspectives of other members and learn information that was not available to them when making their individual assessments.

2. *Have the manager do a self-assessment.* Inviting the manager to assess his or her own performance can add a helpful—and unique—perspective to the evaluation process. In most cases, the manager can simply complete the same evaluation form being used by the board. For the manager, the comparison of the self-assessment with the assessments of others provides an opportunity for insight into his or her own overestimation or underestimation of performance level as compared with the expectations of the board. For the board, hearing how the manager rates his or her own performance (and, more important, how he or she arrived at that rating) can help members gain some insight into whether the board and manager are communicating effectively.

As an example, board members might

rate the manager as not meeting expectations in a given area because a land use study has not been completed. Upon discussion with the manager, however, the board might learn that the study has been completed but not yet been presented to the board. This distinction would be important because it would suggest different areas for improvement. If the manager has not completed the study, the discussion might have focused on the importance of meeting deadlines. Instead, the group could develop strategies for improving communication so that board members will receive information in a timely manner.

3. *Agree on a setting for the evaluation discussion.* The evaluation should be conducted in a setting that is private and comfortable, free from interruptions, and considered neutral by all parties. These are the same characteristics a board may look for in a retreat setting when it meets to develop a long-range plan, discuss roles and responsibilities of new board members, and the like. The idea is to set aside a time and place to address a single topic, away from the pressure of a loaded agenda.

Boards frequently ask whether the manager's evaluation is defined as an open meeting. Because the board is considering the performance of the manager—a public employee—during an evaluation, such a meeting may be held in executive session. According to the North Carolina open-meetings statute, for instance, a public body may hold an executive session to “consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of a public officer or employee.”

4. *Have the manager present during the evaluation.* The above example, in which the board learns important information from the manager during the evaluation, illustrates the benefit of having the manager in the room, playing an active role in the evaluation. A manager present during the discussion can respond

to questions from the board, ask questions, and provide relevant information.

Frequently, a board's first impulse is to exclude the manager from the evaluation session. Some members may be reluctant to share negative feedback in the manager's presence. Other members may fear that the evaluation will turn into an analysis of the manager's handling of a single incident, with the manager defending his or her actions. Still others may want to shield the manager from what they perceive to be unduly harsh criticism from a few board members. These are valid concerns.

However, many of the problems anticipated by the board stem from a lack of planning rather than from the manager's presence at the evaluation; consequently, many of these issues can be addressed in earlier phases of the planning process. For example, a good evaluation form will help ensure that the discussion focuses on job-related behaviors rather than personal traits and will look at the previous year's performance rather than that of the previous week.

Some boards choose to exclude the manager from the evaluation session and select one member to summarize the board's discussion for the manager after the evaluation has been completed. Appointing a “designated spokesperson” to communicate the board's evaluation to the manager is often frustrating for both parties. It is difficult for one person to summarize a complex discussion in an accurate and balanced way, and the spokesperson may end up overemphasizing some points and underemphasizing or eliminating others. To a manager who is seeking feedback and guidance, this one-way communication usually does not give a full picture of the board's perceptions; consequently, the manager may make future decisions that are not consistent with the board's expectations.

Even with a careful planning process, board members still may have concerns about sharing negative feedback with the manager. As described in the next section, a skilled facilitator frequently can diminish these concerns by helping

the group discuss these issues in a constructive way.

After the board has concluded its discussion of the manager's performance, it may wish to excuse the manager while it makes a decision about the manager's compensation. The manager presumably will receive any feedback and guidance from the board before the salary discussion, so his or her presence is not necessary at this point. However, the board should keep in mind that the actual setting of the manager's salary may not be covered under a personnel exception to an open-meetings law, and for this reason this determination should take place in an open session.

5. *Consider using a facilitator.* A performance evaluation is a complex task, particularly when an entire group is participating in the evaluation. Members may have different views of the manager's past performance or different expectations for the future. Board members also may be reluctant to share negative feedback, or they may be concerned that their feedback will be misinterpreted.

For all of these reasons, it often is helpful to use a facilitator when conducting the evaluation. A facilitator can help the group by monitoring the group's process, while leaving all members free to focus on the task of the evaluation. Facilitators often suggest that groups use a set of ground rules to help them accomplish their work more effectively.

The board might look to local business, civic, and academic leaders for recommendations for qualified facilitators; or it might contact the Institute of Government at the University of North Carolina at Chapel Hill, or the state's association of county commissioners, league of municipalities, school board association, or similar organizations for help in this area.

6. *Allow sufficient time.* A useful technique for the actual evaluation is a "round robin" format. Each member in turn expresses his or her judgment of the manager's performance on a given

criterion, and the entire group then discusses any differences among individuals' ratings, with the goal of reaching group consensus on the manager's performance in this area before progressing to the next performance criterion. Even with a small board that is in general agreement about the manager's performance, this is a time-consuming process. Therefore, setting aside a full day for the evaluation session is a good idea.

Although this may seem like a lot of time to devote to one issue, the consequences of failing to reach agreement on what the board expects of the manager can ultimately require far more time and energy. The group may wish to divide the evaluation session into two half-days, if that is more manageable (both in terms of scheduling and energy levels):

7. *Include a portion in which the board evaluates its own performance.* In theory, it is possible for a board to specify expectations for the manager and then to evaluate the degree to which a manager has met these expectations. In practice, however, meeting expectations is usually a two-way street, and it is helpful for a board to examine its own functioning and how it contributes to—or hinders—the manager's effectiveness. In one case, a board set a number of high-priority objectives for the manager to meet, after which individual board members brought new "high-priority" projects to the manager throughout the year. In this case, the board was partly responsible for the manager's failure to meet the expectations initially set by the board.

8. *Decide on the next steps, and critique the process.* The actual evaluation of the manager's (and the board's) performance may seem like the last step in the evaluation process, but there still are a number of decisions to be made before the next evaluation cycle can begin. The board may wish to have a separate session to make a decision about the manager's compensation. This is also a logical time to talk about expectations and goals for the coming year, and the board

may wish to set a date in the near future when it will set expectations and performance measures in preparation for the next evaluation.

An important final step: Before the evaluation is concluded, all members should assess the evaluation process itself. This self-critique helps the group look at its own process and learn from its experiences in working together. By reflecting on the task just completed, the group frequently identifies components of the process that worked well and aspects that could have been more effective. For example, it may decide that it did not clearly define the manager's role in reaching board goals before the evaluation and resolve to address this lack by a specified date.

A Process, Not an Event

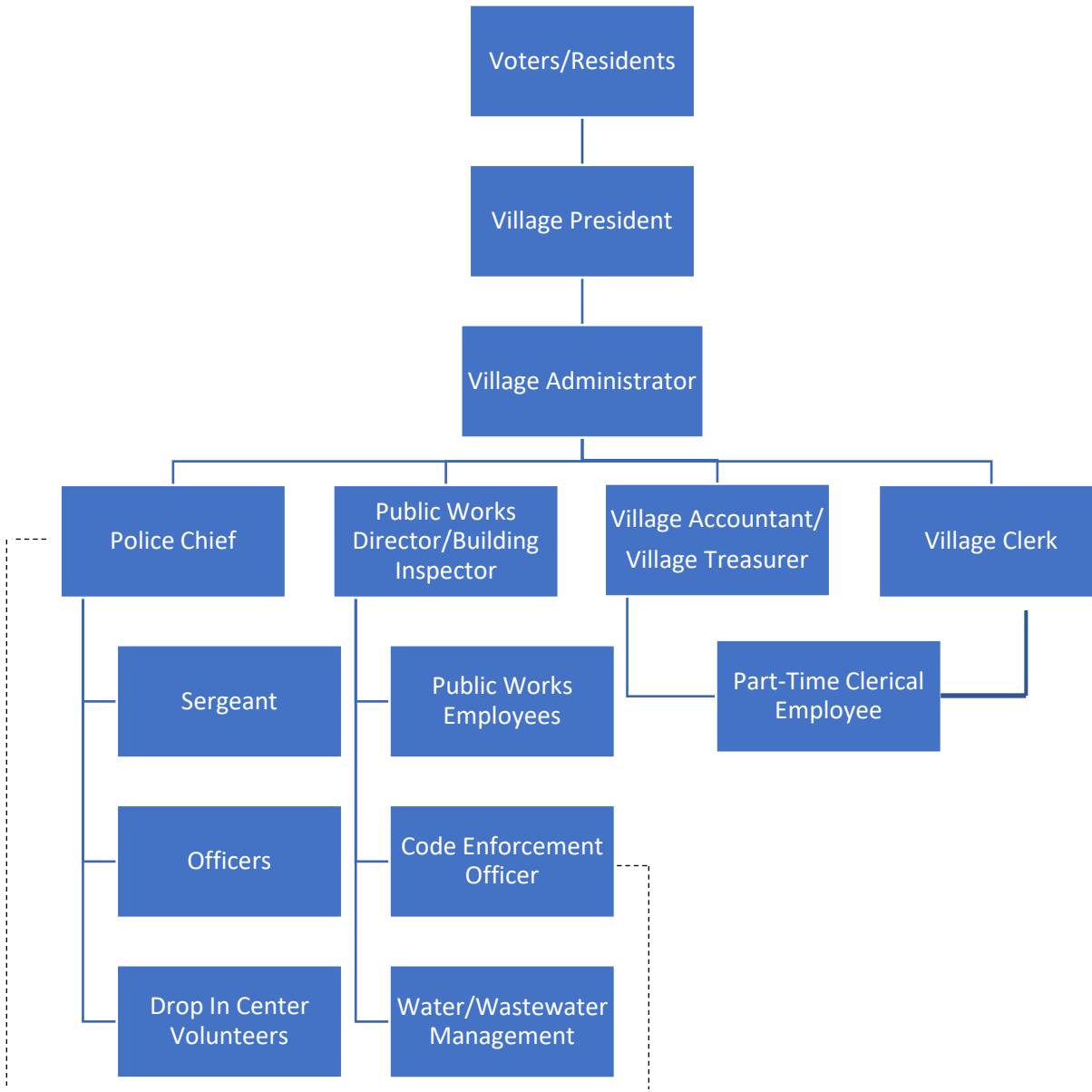
As the steps described here illustrate, the evaluation of a chief administrative officer is a process, not an event. Careful planning and a commitment to communication between the board and the manager throughout the year will greatly facilitate the actual evaluation and increase the likelihood that it will be a valuable experience for all involved.

One last word: Don't let the fear that your board has not laid the proper groundwork prevent you from getting on with the job. You will probably see some things that you would like to change after the first evaluation (and the second, and the third . . .). That is what the self-critique is for. The important thing is to begin the process. Making the evaluation a regular part of the board's work is the best way to ensure its success. **PM**

Margaret S. Carlson is a faculty member of the Institute of Government, The University of North Carolina at Chapel Hill, Chapel Hill, N.C.

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APPENDIX 1 – REPORTING STRUCTURE



----- This position is jointly supervised by the Public Works Director/Building Inspector and Police Chief.

VILLAGE OF MAPLE PARK
VILLAGE ADMINISTRATOR PERFORMANCE EVALUATION

Evaluation of: Dawn Wucki-Rossbach

Evaluation period: August 6, 2019 to December 31, 2020

Evaluation by: _____
Trustee/Village President (Please circle one)

Each member of the Village Board should complete this evaluation form, sign it in the space below, and return it to the Village President. If you need additional space, please use a separate sheet of paper and attach that sheet to the back of the evaluation form, please identify the Section and Item letter next to each item on the separate sheet of paper. The deadline for submitting this performance evaluation is _____. Evaluations will be summarized and included on the agenda for discussion at the work session on _____.

Trustees' Signature _____

Date Submitted: _____

Village President's Signature _____

Date Received: _____

SECTION ONE: BEHAVIORS

1. ELECTED BODY RELATIONS

- A. _____ Does the Village Administrator carry out directives of the elected body as a whole rather than those of any one elected body member?

Comments: _____

- B. _____ Is the Village Administrator available for elected body consultation and responsive to elected body input and needs?

Comments: _____

- C. _____ Does the Village Administrator keep the elected body informed of important developments and current issues affecting the community?

Comments: _____

- D. _____ Does the Village Administrator maintain open lines of communication with the elected body as a body and with individual members?

Comments: _____

E. _____ Does the Village Administrator assist in facilitating elected body consensus and in identifying and setting goals and policies?
Comments: _____

_____ **Total Score** (50 points possible)

1 – Needs improvement; 3 – Marginally met expectations; 5 – Met expectations;
7 – Exceeded expectations; 10 – Outstanding

2. LEADERSHIP AND POLICY EXECUTION

A. _____ Does the Village Administrator implement elected body action in accordance with the intent of the elected body?
Comments: _____

B. _____ Does the Village Administrator support the actions of the elected body after a decision has been reached?
Comments: _____

C. _____ Does the Village Administrator enforce and carry out organizational policies?
Comments: _____

D. _____ Does the Village Administrator present comprehensive factual information and analysis of issues for elected body decisions, and ensure that the elected body receives timely and sound advice and information in evaluating policy initiatives?
Comments: _____

E. _____ Does the Village Administrator have the respect and confidence of the elected body, employees, the community, and government officials?
Comments: _____

F. _____ Does the Village Administrator articulate a vision that motivates the organization to perform consistent with the elected body's policy direction?
Comments: _____

G. _____ Does the Village Administrator direct customer service initiatives, both internally and externally?

Comments: _____

_____ **Total Score** (70 points possible)

1 – Needs improvement; 3 – Marginally met expectations; 5 – Met expectations;
7 – Exceeded expectations; 10 – Outstanding

3. COMMUNICATION

A. _____ Does the Village Administrator provide the elected body with reports (written and/or verbal) concerning matters of importance to the organization in a timely fashion, and does the Village Administrator provide equal information to all members of the elected body?

Comments: _____

B. _____ Does the Village Administrator continuously evaluate and enhance methods to provide information to the widest audience possible through the efficient use of resources and technology?

Comments: _____

C. _____ Does the Village Administrator prepare a sound, well-organized elected body meeting agenda with clear staff reports fairly describing the issues and outlining more than one alternative action?

Comments: _____

D. _____ Does the Village Administrator provide adequate, timely information and provide follow-up to individual elected body requests for information?

Comments: _____

E. _____ Does the Village Administrator serve as an effective advocate in communicating support for organizational policies, programs, and plans?

Comments: _____

F. _____ Does the Village Administrator provide clear and concise oral explanations to the elected body at elected body meetings?

Comments: _____

_____ **Total Score** (60 points possible)

1 – Needs improvement; 3 – Marginally met expectations; 5 – Met expectations;
7 – Exceeded expectations; 10 – Outstanding

4. COMMUNITY AND INTERGOVERNMENTAL RELATIONS

- A. _____ Is the Village Administrator approachable, accessible, available, and responsive to the community, and does the Village Administrator displays diplomacy and tact when responding to others?

Comments: _____

- B. _____ Does the Village Administrator have a successful, working relationship with the news media?

Comments: _____

- C. _____ Does the Village Administrator cooperate and work well with neighboring communities and other government units, such as the neighboring cities, the county, special-purpose districts, and the state and federal governments, and does the Village Administrator represent the community's interests through regular participation in local, regional, and state groups?

Comments: _____

- D. _____ Does the Village Administrator project a positive public image, based on courtesy, professionalism, and integrity?

Comments: _____

_____ **Total Score** (40 points possible)

1 – Needs improvement; 3 – Marginally met expectations; 5 – Met expectations;
7 – Exceeded expectations; 10 – Outstanding

5. MANAGEMENT AND ADMINISTRATION

- A. _____ Is the Village Administrator successful at recruiting and retaining competent personnel for city and does the Village Administrator ensure the fair and equitable treatment of employees?

Comments: _____

- B. _____ Is the Village Administrator willing to try new ideas to supplement or stretch resources and improve the management of services and programs?

Comments: _____

- C. _____ Does the Village Administrator anticipate problems and develop effective solutions for solving them?

Comments: _____

D. _____ Does the Village Administrator ensure that the organization's resources—human, material, and fiscal—are used wisely?

Comments: _____

E. _____ Does the Village Administrator structure administrative work plans designed to accomplish elected body's goals?

Comments: _____

F. _____ Does the Village Administrator handle emergencies and crises in an effective and efficient professional manner?

Comments: _____

_____ **Total Score** (60 points possible)

1 –Needs improvement; 3 – Marginally met expectations; 5 – Met expectations;
7 –Exceeded expectations; 10 – Outstanding

6. FINANCIAL MANAGEMENT

A. _____ Does the Village Administrator direct the preparation of a balanced budget that provides services at levels consistent with elected body policy and direction?

Comments: _____

B. _____ Does the Village Administrator makes the best possible use of available funds, conscious of the need to operate the organization in an efficient and effective manner?

Comments: _____

C. _____ Is the budget prepared in a readable and easy-to-understand format?

Comments: _____

D. _____ Does the Village Administrator keep the elected body apprised of major financial issues affecting the organization?

Comments: _____

E. _____ Does the Village Administrator monitor the budget to ensure that funds are spent correctly?

Comments: _____

F. _____ Does the Village Administrator evaluate programs and services (e.g., opportunities for cost reduction, revenue enhancement, incorporation of supplemental resources) and make adjustments as needed?
Comments: _____

_____ **Total Score** (60 points possible)

1 – Needs improvement; 3 – Marginally met expectations; 5 – Met expectations;
7 – Exceeded expectations; 10 – Outstanding

7. PERSONAL CHARACTERISTICS

A. _____ IMAGINATION: Does the Village Administrator show originality in approaching problems? Does she create effective solutions? Is she able to visualize the implications of various alternatives?
Comments: _____

B. _____ OBJECTIVITY: Does the Village Administrator take a rational, impersonal, and unbiased viewpoint based on facts and qualified opinions? Is he able to put aside his personal feelings when considering the community's best interest?
Comments: _____

C. _____ ENERGY: Is the Village Administrator energetic and willing to spend the time necessary to do a good job? Does she have good initiative, and is she a self-starter?
Comments: _____

D. _____ JUDGMENT AND DECISIVENESS: Is the Village Administrator able to reach quality decisions in a timely fashion? Are his decisions generally good? Does he exercise good judgment in making decisions and in his general conduct?
Comments: _____

E. _____ INTEGRITY: Is the Village Administrator honest and forthright in her professional capacities? Does she have a reputation in the community for honesty and integrity?
Comments: _____

F. _____ SELF-ASSURANCE: Is the Village Administrator self-assured of his abilities? Is he able to be honest with himself and take constructive criticism? Does he take responsibility his own mistakes? Is he confident enough to make decisions and take actions as may be required without undue supervision from the elected body?

Comments: _____

_____ **Total Score** (60 points possible)

1 – Needs improvement; 3 – Marginally met expectations; 5 – Met expectations;
7 – Exceeded expectations; 10 – Outstanding

SECTION TWO: GOAL PERFORMANCE

GOAL 1	
OBJECTIVE	
<i>Performance achieved</i>	
<u>DESCRIPTION: (DESCRIBE THE RESULTS ACHIEVED)</u>	
<u>Performance-Level Term: (CIRCLE)</u>	
1	3
5	7
10	
Needs Improvement	Marginally Met Expectations
Met Expectations	Exceeded Expectations
Outstanding	

GOAL 2	
OBJECTIVE	
<i>Performance achieved</i>	
<u>DESCRIPTION: (DESCRIBE THE RESULTS ACHIEVED)</u>	
<u>Performance-Level Term: (CIRCLE)</u>	
1	3
5	7
10	
Needs Improvement	Marginally Met Expectations
Met Expectations	Exceeded Expectations
Outstanding	

GOAL 3					
OBJECTIVE					
<i>Performance achieved</i>					
<u>DESCRIPTION:</u> (DESCRIBE THE RESULTS ACHIEVED)					
<u>Performance-Level Term:</u> (CIRCLE)					
1	3	5	7	10	
Needs Improvement	Marginally Met Expectations	Met Expectations	Exceeded Expectations	Outstanding	

GOAL 4					
OBJECTIVE					
<i>Performance achieved</i>					
<u>DESCRIPTION:</u> (DESCRIBE THE RESULTS ACHIEVED)					
<u>Performance-Level Term:</u> (CIRCLE)					
1	3	5	7	10	
Needs Improvement	Marginally Met Expectations	Met Expectations	Exceeded Expectations	Outstanding	

GOAL 5					
OBJECTIVE					
<i>Performance achieved</i>					
<u>DESCRIPTION:</u> (DESCRIBE THE RESULTS ACHIEVED)					
<u>Performance-Level Term:</u> (CIRCLE)					
1	3	5	7	10	
Needs Improvement	Marginally Met Expectations	Met Expectations	Exceeded Expectations	Outstanding	

GOAL 6					
OBJECTIVE					
<i>Performance achieved</i>					
<u>DESCRIPTION:</u> (DESCRIBE THE RESULTS ACHIEVED)					
<u>Performance-Level Term:</u> (CIRCLE)					
1	3	5	7	10	
Needs Improvement	Marginally Met Expectations	Met Expectations	Exceeded Expectations	Outstanding	

Conclusions

In what areas has the Village Administrator excelled over the past year?

What areas need improvement? What constructive, positive ideas can you offer the Village Administrator to improve these areas?

Do you have other comments or observations you want to share with the Village Administrator?

Village Administrator Comments:

COMPOSITE PERFORMANCE RATING

SECTION ONE: BEHAVIORS (with points possible)	TOTAL SCORE	AVERAGE SCORE
1. RELATIONS WITH ELECTED BODY (50)	_____	_____
2. LEADERSHIP AND POLICY EXECUTION (60)	_____	_____
3. COMMUNICATION (30)	_____	_____
4. COMMUNITY AND INTERGOVERNMENTAL RELATIONS (40)	_____	_____
5. MANAGEMENT AND ADMINISTRATION (50)	_____	_____
6. FINANCIAL MANAGEMENT (60)	_____	_____
7. PERSONAL CHARACTERISTICS (60)	_____	_____

SECTION ONE AVERAGE SCORE

SECTION TWO: GOAL PERFORMANCE

1. DEVELOP A STORMWATER MANAGEMENT SYSTEM INFORMATION EASILY UNDERSTOOD BY HOMEOWNERS ASSOCIATIONS	_____
2. DEVELOP AND IMPLEMENT AN EMERGENCY MANAGEMENT PLAN	_____
3. REVIEW THE VILLAGE'S ASSETS AND CREATE A CAPITAL IMPROVEMENT PLAN THAT PRIORITIZES CAPITAL INFRASTRUCTURE NEEDS	_____
4. DEVELOP AND IMPLEMENT A TIF DISTRICT POLICY AND PROJECT PRIORITY LIST	_____
5. DEVELOP A STAFF NEEDS ASSESSMENT FOR ALL VILLAGE POSITIONS	_____
6. REVIEW AND ANALYZE IMPACT FEES AND MAKE RECOMMENDATIONS ON RE-INSTATEMENT AND FEE DOLLARS	_____
7. DEVELOP AND IMPLEMENT AN ADMINISTRATIVE ADJUDICATION PROGRAM	_____

SECTION TWO- AVERAGE SCORE

SECTION ONE + SECTION TWO = TOTAL /2 = COMPOSITE SCORE

VILLAGE ADMINISTRATOR COMPENSATION ADJUSTMENT MECHANISM

Performance-Based Adjustment Based on Comparable Cities' Village Administrator/Administrator Compensation using Composite Performance Score:

0 to 2.49	No increase in base pay
> 2.50 to 3.49	No increase or base pay equals 90 percent of comparables average (whichever is greater)
> 3.50 to 5.49	Base pay equals average of comparables, no performance pay
> 5.50 to 7.49	Base pay equals average of comparables plus 3% one-time performance pay
> 7.50 to 10.00	Base pay equals average of comparables plus 5% one-time performance pay

VILLAGE BOARD EVALUATION

Village Board evaluation questions are based on the Duties and Responsibilities identified in the 2018 Trustee Guide.

- A. _____ Do Village Board Members open lines of communication with the Village Administrator as individual Board Members or as a Committee Liaison?

Comments: _____

- B. _____ Do Village Board members come prepared to contribute to discuss the issues and business at scheduled meetings, having read the agenda and all background material?

Comments: _____

- C. _____ Does the Village Board provide clear, timely direction to the Village Administrator regarding goals and objectives or change in Board priorities?

Comments: _____

- D. _____ Does the Village Board abide by all actions taken by the Village Board, even when a minority position on such actions is not approved?

Comments: _____

- E. _____ Does the Village Board support the actions of the Village Administrator after the Administrator has followed-through on Board direction and/or agreed upon action taken on policies or goals and/or objectives?

Comments: _____

- F. _____ Has the Village Board refrained from intruding in administrative issues, which are the responsibility of Village management staff, except to monitor results and ensure that all Village Board policies are being carried out as directed?

Comments: _____

_____ **Total Score** (60 points possible)

1 – Needs improvement; 3 – Marginally met expectations; 5 – Met expectations;
7 – Exceeded expectations; 10 – Outstanding

VILLAGE BOARD BEHAVIORS (with points possible)

	TOTAL SCORE	AVERAGE SCORE
A. COMMUNICATION WITH ADMINISTRATOR (10)	_____	_____
B. PREPAREDNESS FOR MEETINGS & DISCUSSIONS (10)	_____	_____
C. PROVIDE CLEAR AND TIMELY DIRECTION (10)	_____	_____
D. ABIDE BY ACTIONS TAKEN BY VILLAGE BOARD (10)	_____	_____
E. SUPPORT VILLAGE ADMINISTRATOR AFTER DIRECTION GIVEN BY VILLAGE BOARD (10)	_____	_____
E. REFRAIN FROM INTRUDING IN ON ADMINISTRATIVE ISSUES THAT ARE STAFF RESPONSIBILITIES (10)	_____	_____
VILLAGE BOARD AVERAGE SCORE		_____

	Village President Kathleen Curtis - Term Expires 04/30/21	
	COMMITTEES - ESTABLISHED 05/01/19 (STATUS UPDATE as of 02/05/20)	
Personnel & Communications	Finance and Public Relations & Development (PR&D)	Infrastructure
Fahnestock - Term Expires 04/30/21	Higgins - Term Expires 04/30/21	Dries - Term Expires 04/30/23
Dries - Term Expires 04/30/23	Fahnestock - Term Expires 04/30/21	Harris - Term Expires 04/30/21
Harris - Term Expires 04/30/21	Rebone - Term Expires 04/30/23	Higgins - Term Expires 04/30/21
Ward - Term Expires 04/30/23	Ward - Term Expires 04/30/23	Rebone - Term Expires 04/30/23
Critical Issues/Projects	Critical Issues/Projects	Critical Issues/Projects
Administrator and/or Planner Recommendation-	Short Term/Long Term Financial Plan - 1/1/20 Priority (Impact Fees Will be on 12/3/19 agenda for vote.)	Lintech - Monthly Critical Review of Operations/Reports
Emergency Management Plan	TIF Policy	5 Year Capital Plan
EMP - Implementation/Training	Zoning Review - Finalize by 12/31/19 (Board will refer topics to PC starting 1/1/20.)	Water Tower Site Review (Tower Inspection)
Police Equipment/Training Needs		2019 Street Project
Staff Needs Assessment	Planning Commission - Pool Ordinance & Dark Skies Recommendations	HH Detention - Survey/Action Plan (Follow up letter to Akawbawi by 12/31/19.)
Village Clerk/Code Officer - Job Posting/Recruitment-Strategy		
Local Ordinance Adjudication - IGA		

COMMITTEES - ESTABLISHED 05/01/19 (STATUS UPDATE as of 08/21/20)			
Personnel & Communications	Finance and Public Relations & Development (PR&D)	Infrastructure	
Fahnestock - Term Expires 04/30/21	Higgins - Term Expires 04/30/21	Dries - Term Expires 04/30/21	
Dries - Term Expires 04/30/21	Fahnestock - Term Expires 04/30/21	Harris - Term Expires 04/30/21	
Harris - Term Expires 04/30/21	Rebone - Term Expires 04/30/23	Higgins - Term Expires 04/30/21	
Ward - Term Expires 04/30/23	Ward - Term Expires 04/30/23	Rebone - Term Expires 04/30/23	
Critical Issues/Projects	Critical Issues/Projects	Critical Issues/Projects	
Administrator and/or Planner Recommendation	Short Term/Long Term Financial Plan - 1/1/20 Priority (Impact- Fees will be on agenda 12/3/19 for vote.) 20/21 Budget on Track	Lintech - Monthly Critical Review of Operations/Reports	
Emergency Management Plan	TIF Policy	5 Year Capital Plan - Documentation Complete/Funding Needed	
EMP - Implementation/Training - Continues Updates	Zoning Review - Finalize by 12/31/19 (Board will refer topics to PC starting 1/1/20)	Water Tower Site Identified/ Funding Needed (Tower Inspection)	
Police Equipment/Training Needs - In Progress	Planning Commission - Pool Ordinance & Dark Skies Recommendations	2019 Street Project	
Staff Needs Assessment	Sign Ordinance Clean Up - Resulted from last update when Neighborhood watch was added.	HH Detention --Survey/Action Plan (Follow up letter to Akrawbawi by 12/31/19) - Open Item	
Village Clerk/Code Officer - Job Posting/Recruitment	Land Purchase for WWTP	Civic Center Action Plan	
Local Ordinance Adjudication - IGA	Annexation Agreement - Review and Updates	Boundary Agreements - Review and Updates (No agreements to the North or South)	
Village Administrator - Contract to Employee			
Employee Benefits Package Review of Options			

ANNUAL PERFORMANCE EVALUATION

Village Administrator:

In Section 1, Part C, Implementation of Changes and Goals, of her employment agreement with the Village, it is stated, “as Village Administrator, Current shall continue to use her best efforts to timely implement and complete where authorized, and propose changes to the Community Municipal Code where necessary to accomplish the following when not so authorized under the current Community Municipal Code, and to make or accomplish, or make significant progress toward making or accomplishing the following changes, policies, goals and objectives.”

1. Staff Management/Administrative

The Administrator achieved 100% of this goal by focusing on restructuring and repositioning staff. She focused on streamlining services and processes by evaluating positions and redefining tasks assigned to employees and to departments. She has worked diligently on updating Village Code, some of which has not been updated for decades. She continues to work on updates per direction from the Board and in trying to determine what is most urgent in moving the Village forward in obtaining goals and objectives of the Strategic Plan.

2. Public Improvements

Focusing on two major projects, the implementation of the new water system and the completion of new police facility, while also implementing changes to brush collection and water rates, contributed to Current's ability to achieve 95% in obtaining the objectives assigned under this section. When the water system goes live and the concrete work is complete within the next month, this will be at 100%.

3. Services

Always looking to provide the best services at the least cost is what led to the achievements in this section. With direction from the Board, Current was able to review and cut many costs while still keeping with the high level of service to residents and the business community. Notably reducing employee health insurance costs and negotiating the renewal of the MAP contract.

4. Development

Our Village has experienced substantial development and growth under Current's direction. She has focused on decreasing the vacancy rate for commercial businesses, facilitated the implementation of the TOD Plan, focused on marketing the Village for developments in all areas (something cooking in every quadrant), and developed new uses

and sources of revenues for Community Hills, to name a few. She continues to evaluate service delivery in Community Development and Building and will be implementing a complete overhaul of services by combining these two departments into the Planning and Development Services Department. She has definitely met this goal.

5. Communication

Achieving the assigned goals and objectives could not have happened without communication...communication with the Village President, Board, staff, community organizations, taxing bodies and neighboring municipalities. Current has achieved a higher level of communication through various means and media, and continues to look for ways to improve on this.

6. Pending Major Projects

Beyond the two major projects (police facility and water system), there are other major plans Current continues to develop. She continues to oversee the proposed Capital Improvement Plan and continues to focus on development of proposals to cut spending.



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151


Village Hall: 815-827-3309

Fax: 815-827-4040

Website: <http://www.villageofmaplepark.com>

MEMORANDUM

TO: Village President and Board of Trustees

FROM: Village Administrator Dawn Wucki-Rossbach 

DATE: November 14, 2020

SUBJECT: CAPITAL IMPROVEMENT PLAN/MAINTENANCE PLAN (CIP/MP)

BACKGROUND

At the October 20, 2020 Committee of the Whole Meeting, the Board discussed that the Capital Improvement Plan/Maintenance Plan (CIP/MP) should be financially realistic and sustainable, while still allowing the Village to complete projects and purchase vehicle, equipment and computers, etc. The attached CIP/MP represents the goals of being financially realistic and sustainable. This meant that projects and equipment purchases, etc. were included in the Village's Long-Term Financial Forecast and Alignment. If a project or purchase was going to create a deficit spending situation, the project/purchase was delayed and moved to the next closest fiscal year that would allow the project/purchase to be completed with no deficit spending between revenue and expenditures that fiscal year; however, in other cases, such as for road and water/sewer projects, it meant that there may be the appearance of deficit spending; that is not the case in this forecast. Fund balance that have been allowed to build to cover the cost of the project/purchase could be completed have been used.

It should be noted that the Long-Term Financial Forecast and Alignment has been calculated between FY2020 through FY2029. The CIP/MP, per its introduction memorandum is an eight (8) plan; however, to show the financial alignment between the two FY2029 is currently showing that in the CIP/MP. If the Board concurs with the CIP/MP as presented, when the plan is approved, the FY2029 column will be removed and the CIP/MP will be an eight (8) year plan as presented.

RECOMMENDATION

Please review the Long-Term Financial Forecast and Alignment while reviewing the CIP/MP, it will be easier to track the alignment of the projects/purchases and the forecast.

That if the Board concurs with revisions to the CIP/MP, that it direct Staff to place it on the December 1, 2020 Village Board Meeting Agenda for approval.

Attachment
Capital Improvement Plan/Maintenance Plan



VILLAGE OF MAPLE PARK
CAPITAL IMPROVEMENT PLAN (CIP)



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151


Village Hall: 815-827-3309

Fax: 815-827-4040

Website: <http://www.villageofmaplepark.com>

MEMORANDUM

TO: Village President and Board of Trustees

FROM: Village Administrator Dawn Wucki-Rossbach 

DATE: November 12, 2020

SUBJECT: CAPITAL IMPROVEMENT PLAN AND MAINTENANCE PLAN (CIP/MP)

OVERVIEW

The Village of Maple Park has talked about completing a Five-Year Capital Improvement Plan and having a Maintenance Plan (CIP/MP) for the last several years. The CIP/MP is a process that assesses the capital needs of the Village against its overall goals and objectives, using a multi-year planning timeframe of eight (8) years. However, the actual CIP/MP file is projected out for 18 years, but only eight (8) years of the plan show in the CIP/MP document. The expenditures for the CIP/MP Plan will be prioritized through coordination of goals and priorities established through the Village Board's Strategic Plan, TIF District Policies and budget process. The CIP/MP is not a legally binding document, and it can change from year-to-year depending on the financial position of the Village and/or the cost of the particular project.

The Government Finance Officers Association (GFOA) has identified capital planning as a best practice ... *Capital planning is critical to water, sewer, transportation, sanitation, and other essential public services. It is also an important component of a community's economic development program and strategic plan. Capital facilities and infrastructure are important legacies that serve current and future generations. It is extremely difficult for governments to address the current and long-term needs of their constituents without a sound multi-year capital plan that clearly identifies capital and major equipment needs, maintenance requirements, funding options, and operating budget impacts.*

The Capital Improvement Plan (CIP) focuses on long-range planning of infrastructure investments. The Village has evaluated and prioritized the assets for eventual replacement over an eight-year period. Each asset is scheduled for replacement based on current condition, regulatory or functional requirements, life expectancy and replacement costs. Assets targeted for replacement is based on need. Even with ongoing maintenance, assets have varying service lives; sanitary and water mains are expected to last up to 50 years and roads may last 10. Replacing these types of items are a huge strain on the Village's financial resources so long-term planning is essential. The CIP will be reviewed annually and where the assets lay in the plan may be adjusted based on the condition of the asset. Repair or replacement of the assets identified on the CIP list will be reviewed during the budget process where the cost of their replacements can be balanced against incoming revenue. The Top CIP Priorities are listed on Page 1 of the CIP spreadsheet. The remainder of projects valued at \$20,000 or greater follow on the next five (5) pages. As projects are completed, they will be removed and placed in the next projected replacement year.

The Maintenance Plan (MP) focuses on annual and long-range planning for the replacement of such as computers, pumps and valves and vehicle purchases, etc. The Village has evaluated and prioritized the assets for eventual replacement over five-year period. Each asset is scheduled for replacement based on current condition, regulatory or functional requirements, life expectancy and replacement costs. Assets targeted for replacement is based on need. Even with ongoing maintenance, assets have varying service lives; police vehicles for Maple Park are usually replaced after 10 years based on mileage and historical maintenance costs and wastewater lift station pumps are evaluated every five (5) years and are either repaired or replaced based on the condition of the pump. Replacing these types of items are a strain on the Village's financial resources so annual and long-term planning is essential. The MP will be reviewed annually and assets and the repair/replacement year may be adjusted based on the condition of the asset. Repair or replacement of the assets identified on the MP list will also be reviewed during the budget process where the cost of their replacements can be balanced against incoming revenue.

As good fiscal stewards for the Village, the Village Board and Staff agreed that the CIP/MP should be a plan that is financially realist. As a result, the proposed CIP/MP has been aligned with the Village's Long-Range Financial Plan. The dollars shown in each fiscal year in the CIP/MP have been included in each fiscal year of the Long-Range Financial Plan.

Types of Capital Improvement Projects

Capital projects are classified into one (1) of seven (7) of the following categories and are valued at over \$20,000.

Facilities – Façade upgrades, carpet and flooring repairs/replacements, HVAC repair/replacement and upgrades, retrofitting of lighting, generators, roof repairs on public buildings.

Parks & Grounds – Playground equipment, shelter structure repairs/replacements, and roofing.

Stormwater - Detention ponds and storm sewer mains.

Streets – Maintenance of streets, rights-of-way, sidewalks, street lighting, utility boxes, curbs, gutters and catch basins. The CIP looks at the current street replacement program budgeted and proactively looks ahead to the next street replacement project so that it serves as a visual reminder to the Village Board and Staff.

TIF District – Street and storm sewer projects, water and water treatment facility projects; and wastewater and wastewater treatment facility projects.

Water & Water Treatment Facility – Water treatment plant, water softeners, valves, pumps, chemical storage tanks, water storage tanks, water control system, control panels, alarm systems, customer water meters, effluent and brine meters, wells, chemical residue analyzers, utility billing software and generators. Also includes the cost associated with implementing the Risk and Resilience and Emergency Response Plan for the Village's Water Treatment Facilities.

Wastewater & Wastewater Treatment Facility – Wastewater treatment plant facility, lagoon maintenance, effluent meters, lift stations and lift station pumps, blowers, control panels, alarm systems and generators.

Types of Maintenance Items/Projects

Maintenance items/projects are classified into one (1) of nine (9) categories, items/projects are less than \$20,000.

Information Technology & Equipment – Hardware and software systems and components, which address the communication and information processing needs for daily Village operations such as public safety and emergency services, wireless networks, communications to the residents, etc.

Vehicles – Police vehicles and public works motorized equipment such as backhoes, skid steer loaders, dump trucks, mowers, etc.

Facilities – Façade upgrades such as lenti repair, carpet and flooring repairs/replacements, HVAC repair/replacement and upgrades, retrofitting of lighting, and minor roof repairs on public buildings, etc.

Parks & Grounds – Playground equipment repairs, shelter structure repairs, minor roof repairs, park benches, and picnic tables, etc.

Streets – Maintenance of streets, rights-of-way, sidewalks, street lighting, utility boxes, curbs, gutters and catch basins. May include crack sealing, pavement rejuvenation, and catch basin cleaning, etc.

Stormwater – Detention pond maintenance, pond aerators and storm sewer mains.

TIF District – May include the General Improvements Assistance Grant Program; minor street and storm sewer projects, water and water treatment facility projects; and wastewater and wastewater treatment facility projects.

Water & Water Treatment Facility – Repair/replacement of water softeners, valves, pumps, chemical storage tanks, water storage tanks, water control system, control panels, alarm systems, customer water meters, effluent and brine meters, wells, chemical residue analyzers, utility billing software and generators. Also include the cost associated with implementing the Risk and Resilience and Emergency Response Plan for the Village's Water Treatment Facility.

Wastewater & Wastewater Treatment Facility – Lagoon maintenance, effluent meters, lift stations and lift station pumps, blowers, control panels, and alarm system.

CIP/MP Detail Information

The CIP/MP contains the following details:

1. **Work Area** – The Village has been divided into six (6) work areas. Each item is identified in the Work Area in which the item is located. See Work Area Map.
2. **Department** – Defines the Department or Fund in which the item is budgeted/expensed under.
3. **Fund/Department Number** – This identifies the Fund Number the items are budgeted/expensed under. The following Village funds are applicable to the CIP/MP: General, Motor Fuel Tax, Road & Bridge, Water and Sewer Fund, Water Improvement, Sewer Improvement, Tax Increment Finance (TIF) District and the Utility Tax.
4. **CIP/MP ID#** - Each item is assigned a CIP/MP ID # that is used as a tracking measure and is listed in Budget Detail when the capital item is to be purchased.
5. **Description** – Identifies what the item is and may include the position to which the item is assigned.
6. **Manufacturer/Work to be Done** – If the manufacturer's name is known it is listed; otherwise, the location and type of work to be done is listed.

7. Make/Model – If known, the make and model of the item is listed.
8. Replacement Year & Replacement Cost – These columns include the past fiscal year and then the Current Fiscal Year serves as Year 1 of the program. The CIP and the MP are rolling plans. Cost for items are updated each year and new items are added as the repair/replacement cycle continues.
9. The last page of the CIP and MP is where the capital item costs are totaled by Fund and then by year in the CIP/MP.

As time permits, a specification sheet will be developed for each item on the CIP/MP list. The specification sheet will include a picture and expected lifespan of the item.

CIP/MP projects appearing in the Current Fiscal Year – Year 1 have been included in the FY2020 – 2021 Budget.

Annual Review Process

Each year the CIP/MP will be reviewed by the Infrastructure Committee. New items may be added to the list as the Village continues to maintain a complete inventory of Village assets; as existing items are replaced and projects completed, they will be added back onto the CIP/MP list in the next appropriate future replacement/repair year based on the life expectancy of the item.

Once the Infrastructure Committee has reviewed and recommended the list for the next budget year, the information will then be reviewed and considered by the Finance Committee. This review process ensures that both the physical and financial aspects of the list are evaluated. The Finance Committee recommends a budget to the Village Board for final approval. Once the Village Board approves the budget, the items/projects will be included in the appropriate line items of the appropriation ordinance and budget. Staff will then move forward with implementing the budget through the purchasing of good/services or projects throughout the fiscal year.

Conclusion

The Village of Maple Park is fiscally conscious of the revenues it receives from various sources and is fiscally conservative with its expenditures. Annual review of the CIP/MP will ensure that the Village continues to maintain functional facilities, equipment and vehicles so that it can continue to deliver daily operations without interruption. Having a Capital Improvement Plan and Maintenance Plan (CIP/MP) in place illustrates that the Village Board are acting as good financial stewards for the residents and business/property owners within the Village by having this best management practice in place.



VILLAGE OF MAPLE PARK
CAPITAL IMPROVEMENT PLAN (CIP)

VILLAGE OF MAPLE PARK
CAPITAL IMPROVEMENT PLAN

TOP CIP PRIORITIES

CIP										Replacement Year & Replacement Cost							
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/Work To Be Done	Past Fiscal Year - FY2020	Current Fiscal Year - FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029		

WATER & WATER TREATMENT FACILITY

WA1	Water Improv.	54-00	W-0015	Water Tower - Engineering + Additional Location Analysis			30,000										
WA1	TIF	13-00	W-0022	Water Tower - Construction					912,500	912,500							
							0	30,000	0	912,500	912,500	0	0	0	0	0	0

WASTEWATER & WASTEWATER TREATMENT PLANT

WA6	WWTP	56-10	WWTP-0002	WWTP Facility (New) - 3.23 Acre Land Purchase, Appraisal, Legal/Closing				275,000									
							0	0	275,000	0	0	0	0	0	0	0	0

STREET REPAIR/REPLACEMENT

WA1	Road & Bridge	15-00	RB-0001	Center Street - East of Broadway	Engineering - Road/Stormwater Construction - Stormwater												
WA1	MFT	19-00	MFT-0001	Center Street - East of Broadway	Construction - Stormwater				25,000								
WA1	MFT	19-00	MFT-0002	Center Street - East of Broadway	Construction - Pavement					85,000							
WA1	Road & Bridge	19-00	RB-0002	Pearl Street - Malden to North Broadway	Engineering - Road		25,000										
WA1	Road & Bridge	19-00	RB-0003	Pearl Street - Charles	Stormwater		15,000										
WA1	Road & Bridge	15-00	RB-0006	Pearl Street - Malden to North Broadway	Construction - Stormwater						60,000						
WA1	MFT	19-00	MFT-0003	Pearl Street - Malden to North Broadway	Construction - Pavement							159,000					
							0	40,000	0	25,000	85,000	60,000	159,000	0	0	0	0
							0	70,000	275,000	937,500	997,500	60,000	159,000	0	0	0	0

TIF DISTRICT

WA1	TIF	13-00	TIF-0001	Wayside Horns	Preliminary Engineering									7,500			
WA1	TIF	13-00	TIF-0002	Wayside Horns	Horn Installation										600,000		
WA2	TIF	13-00	TIF-0003	Water Tower	Construction				912,500	912,500							
WA2	TIF	13-00	TIF-0004	Area 2 Televising				29,891									
WA3	TIF	13-01	TIF-0005	Area 4 Televising					23,889								
							0	0	0	936,389	912,500	0	0	7,500	600,000		0

CIP																
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Curent Fiscal Year - Year 1 FY2021	Replacement Year & Replacement Cost							
									Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
FACILITIES																
WA4	Admin	01-10	A-0016	Civic Center - Space Needs Study												
WA4	Admin	01-10	A-0017	Civic Center - Kitchen Cabinets												
WA4	Admin	01-10	A-0018	Civic Center - Roof												
WA4	Admin	01-10	A-0019	Civic Center - Gym Floor												
WA4	Admin	01-10	A-0020	Civic Center - Gym HVAC												
WA4	Admin	01-10	A-0021	Civic Center - Gym Electrical/Plumbing												
WA4	Admin	01-10	A-0022	Civic Center - Stage												
WA4	Admin	01-10	A-0023	Civic Center - Lintels				30,000								
WA4	Admin	01-10	A-0024	Civic Center - Gutters												
WA4	Admin	01-10	A-0025	Civic Center - Board Room Floor, screening			400									
WA4	Admin	01-10	A-0026	Civic Center - HVAC -Site Survey & Design Prep.												
WA4	Admin	01-10	A-0027	Civic Center - HVAC - Install New Equipment												
WA4	Admin	01-10	A-0028	Civic Center - Exterior Brick Tuckpointing				10,000								
WA4	Admin	01-10	A-0029	Police Department - Bathroom Remodel												
WA4	Admin	01-10	A-0030	Police Department - Emergency Operations Center Work - IT/Electrical												
WA4	Admin	01-10	A-0031	Civic Center - Generator, Pad and ATS												
WA4	Admin	01-10	A-0032	Civic Center - Wheelchair Lift												
WA4	Admin	01-10	A-0033	Civic Center - Tile Removal/Replacement*												
WA4	Admin	01-10	A-0034	Public Works Garage												
WA4	Admin	01-10	A-0035	Welcome Sign - County Line Road												
							400	40,000	0	0	0	0	0	0	0	0

*Estimate at \$40 sf X 600 sf

CIP																
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Curent Fiscal Year - FY2021	Replacement Year & Replacement Cost							
									Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
PARKS & GROUNDS																
WA1	Parks	01-20	PK-0005	Washington Park - Playground Equipment												20,000
WA4	Parks	01-20	PK-0006	McAdams Park - Pavilion Roof												25,000
WA4	Parks	01-20	PK-0007	McAdams Park - Playground Equipment												
WA4	Parks	01-20	PK-0008	Civic Center - Playground												
WA4	Parks	01-20	PK-0011	Willow Park - Playground Equipment												
							0	0	0	0	0	0	0	0	25,000	20,000

CIP																
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Curent Fiscal Year - Year 1 FY2021	Replacement Year & Replacement Cost							
									Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
STREET REPAIR/REPLACEMENT																
WA4	MFT	19-00	MFT-0004	Maple - Walnut to end of street at corn field	Engineering - Stormwater								15,000			
WA4	MFT	19-00	MFT-008	Maple - Walnut to end of street at corn field	Engineering - Road								25,000			
WA4	Road & Bridge	15-00	RB-0007	Maple - Walnut to end of street at corn field	Construction - Stormwater											
WA4	MFT	19-00	MFT-0005	Maple - Walnut to end of street at corn field	Construction - Pavement											
WA4	MFT	19-00	MFT-0006	State Street												
WA2	TIF	13-00	TIF-0001	Wayside Horns	Preliminary Engineering								7,500			
WA3	TIF	13-00	TIF-0002	Wayside Horns	Horn Installation											
								0	0	0	0	0	0	47,500	0	600,000

CIP																
						Replacement Year & Replacement Cost										
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Current Fiscal Year - FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
WATER & WATER TREATMENT FACILITY																
WA1	Water	52-10	W-0021	Source Water Protection Plan						30,000						
WA1	Water	52-10	W-0027	Generator - ATS, electric, pad, natural gas piping		Regulatory					175,000					
WA1	Water	52-10	W-0028	Chemical Chloride Feed System & Storage Tank								85,000				
WA1	Water	52-10	W-0050	Well No. 4	220 gpm @ 485 ft								20,000			
WA1	Water	52-10	W-0051	Softener No. 1	Tonka	40 HP										
WA1	Water	52-10	W-0052	Softener No. 2	Tonka	Media replaced 2018										
WA1	Water	52-10	W-0053	Well No. 5	350 gpm @ 520 ft	Media replaced 2018										
WA1	Water	52-10	W-0054	Chlorine Residual Analyzer	Evoqua	75 HP										
WA1	Water	52-10	W-0055	Loss of Head Gauge	US Filter Control Systems	Depolox 3 Plus										
WA1	Water	52-10	W-0056	Water Treatment Control Panel/PLC	Wunderlich-Malec	Model A300	0	0	0	30,000	175,000	85,000	20,000	0	0	0

CIP															
Replacement Year & Replacement Cost															
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Current Fiscal Year - FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028
WASTEWATER & WASTEWATER TREATMENT PLANT															
WA6	WWTP	56-10	WWTP-0001	WWTP - Cesspool vegetation management - burn/removal				20,000							
WA6	WWTP	56-10	WWTP-0003	WWTP Facility (New) - Engineering/Design/Permitting											
WA6	WWTP	56-10	WWTP-0004	WWTP Facility (New) Construction											
WA6	WWTP	56-10	WWTP-0011	Decommission/Remove Cesspools at WWTP											
WA6	WWTP	56-10	WWTP-0005	Blower #1, Enclosures & VFD*	Gardner Denver					70,000					
WA6	WWTP	56-10	WWTP-0006	Blower #2, Enclosures & VFD*	Gardner Denver										
WA6	WW	52-20	WWTP-0008	WWTP - Generator, ATS, electric, pad, natural gas piping								30,000		175,000	
WA6	WWTP	56-10	WWTP-0009	Point Source Protection Plan											
WA6	WWTP	52-20	WWTP-0012	Lift Station - WWTP											
WA3	WWTP	52-20	WWTP-0013	Lift Station - County Line Road											450,000
WA4	Administration, Water, Sewer*	01-10, 52-10, 52-20	A-0017	Generator	Generac		0	20,000	0	0	70,000	30,000	0	175,000	0
*Can be transferred to new WWTP Facility based on proposed design.						TOTAL	400	130,000	275,000	967,500	1,242,500	175,000	226,500	175,000	625,000
															483,333

*Can be transferred to new WWTP Facility based on proposed design.

CAPITAL IMPROVEMENT PLAN (CIP) BY FUND

Fund	Fund/Dept. Number	Description	Replacement Year & Replacement Cost									
			Past Fiscal Year - FY2020	Fiscal Year - Year 1 FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
General Fund												
	01-10	Facilities	400	40,000	0	0	0	0	0	0	0	0
	01-20	Parks & Grounds	0	0	0	0	0	0	0	0	25,000	20,000
		TOTAL	400	40,000	0	0	0	0	0	0	25,000	20,000
Road & Bridge	15-00	Street Repair/Replace.	0	40,000	0	0	0	60,000	0	0	0	0
		TOTAL	0	40,000	0	0	0	60,000	0	0	0	0
MFT	19-00	Street Repair/Replace.	0	0	0	25,000	85,000	0	159,000	0	0	0
		TOTAL	0	25,000	0	25,000	85,000	0	159,000	0	0	0
TIF District	13-00		0	0	0	936,389	912,500	0	7,500	0	600,000	0
		TOTAL	0	0	0	936,389	912,500	0	7,500	0	600,000	0
Water Fund	52-10	Water/Water Treatment Plant	0	0	0	30,000	175,000	85,000	20,000	0	0	0
		TOTAL	0	0	0	30,000	175,000	85,000	20,000	0	0	0
Sewer Improvement Fund	56-00	WWTP & Lift Stations	20,000	0	275,000	70,000	30,000	0	175,000	0	450,000	0
		TOTAL	20,000	0	275,000	70,000	30,000	0	175,000	0	450,000	0
		TOTAL	20,400	105,000	275,000	1,061,389	1,202,500	145,000	361,500	0	1,075,000	20,000



VILLAGE OF MAPLE PARK
MAINTENANCE PLAN (MP)

VILLAGE OF MAPLE PARK
MAINTENANCE PLAN

MAINTENANCE PLAN					Replacement Year & Replacement Cost											
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Current Fiscal Year - FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	
INFORMATION TECHNOLOGY & EQUIPMENT																
WA4	Utility	12-00	A-0001	Server	HP	ProLiant ML110 Gen10						13,000				
WA4	Administration	01-10	A-0002	Desktop - Village Clerk	HP	HP ProDesk 400 G4 SFF			1,000							
WA4	Administration	01-10	A-0003	Laptop - Village Accountant	Lenovo	20EVO02JUS			1,000							
WA4	Administration	01-10	A-0004	Laptop - Village Administrator	Lenovo	20N8001JUS				1,300						
WA4	Police	01-30	PD-0001	Laptop - Police Department	HP	HP ProBook 450 G4			1,000							
WA4	Police	01-30	PD-0003	Desktop - Police Chief	HP	HP ProDesk 400 G4 SFF			1,000							
WA4	Police	01-30	PD-0004	Desktop - Sergeant	HP	HP EliteDesk 705 G4 DM 65W (TAA)					1,500					
WA4	Police	01-30	PD-0005	Desktop - Patrol 1	HP	HP EliteDesk 705 G4 DM 65W (TAA)					1,500					
WA4	Police	01-30	PD-0006	Desktop - Patrol 2	HP	HP EliteDesk 705 G4 DM 65W (TAA)					1,500					
WA4	Streets, Water, Sewer	01-50	ST-0001	Desktop - Public Works Dir/Bldg. Inspr. (1/3)	LENOVO	10MR0004JUS			333							
WA4	Administration	01-10	A-0005	Desktop - Board Room	HP	HP ProDesk 600 G3 DM				1,000						
WA4	Administration	01-10	A-0006	Desktop - Village Accountant	Lenovo	20N8001JUS				1,000						
WA4	Administration	01-10	A-0007	Uninterrupted Power Source	APC	Model 1500						900				
WA4	Administration, Water, Sewer*	01-10, 01-30, 52-0009, A-0010, 10, 52-20	A-0008, A-0009, A-0010, A-0011	Monitors - Six (6) 24"									600			
WA4	Police	01-30	PD-0007 - PD-0010	Monitors - Four (4) 24"										600		
WA4	Utility	12-01	A-0014	Copy Machine - Village Hall											15,000	
WA4	Utility	12-00	A-0015	Copy Machine - Police Dept. Automated External Defibrillators (AED) - Two (2) (LE 5 - 8 years)								15,000				
WA4	Administration	01-10	A-0016	Generator	Generac				1,700						1,750	
WA4	Administration, Water, Sewer*	01-10, 52-10, 52-20	A-0017	Generator	Generac		0	0	6,033	3,300	4,500	28,900	600	600	1,750	
															13,333	28,333

MAINTENANCE PLAN						Replacement Year & Replacement Cost										
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Current Fiscal Year - FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
VEHICLES																
WA4	Police	01-30	PD-0011	Police SUV	2007 Ford	Expedition	24,784									
WA4	Police	01-30	PD-0012	Police Squad	2004 Chevrolet	Impala										
WA4	Police	01-30	PD-0013	Police SUV	2017 Ford	Interceptor										
WA4	Police	01-30	PD-0014	Police Squad	2017 Ford	Taurus										
WA4	Street, Water, Sewer*	01-50, 52-10, 52-20	ST-0002	Dump Truck	1988 Ford	L850										
WA4	Street, Water, Sewer*	01-50, 52-10, 52-20	ST-0003	Pickup Truck w/Snow Plow	2004 Ford	F350										
WA4	Street, Water, Sewer*	01-50, 52-10, 52-20	ST-0004	Pickup Truck w/Snow Plow	2015 Ford	F350 Super Duty										
WA4	Parks & Grounds, Street, Water, Sewer**	01-20, 01-50, 52-10, 52-20	PK-0001	Lawn Mower	2007 Exmark	56" Zero Turn/Model #314633400			675							
WA4	Parks & Grounds, Street, Water, Sewer**	Change from 01-20, 01-50, 52-10, 52-20 to Utility Tax Fund 12-00	PK-0002	Lawn Mower	2015 Exmark	Lazer Z - E Series/Model #LZE730KA0455						3,000				
WA4	Parks & Grounds, Street, Water, Sewer**	Change from 01-20, 01-50, 52-10, 52-20 to Utility Tax Fund 12-00	PK-0003	Skidster	2001 Bob Cat	Model 873G High Flo										
							24,784	0	675	0	0	3,000	11,250	0	0	0
*Split three ways. **Split four ways.																

*Split three ways.

**Split four ways.

MAINTENANCE PLAN						Replacement Year & Replacement Cost										
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Current Fiscal Year - FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
FACILITIES																
WA4	Admin	01-10	A-0016	Civic Center - Space Needs Study												
WA4	Admin	01-10	A-0017	Civic Center - Kitchen Cabinets												
WA4	Admin	01-10	A-0018	Civic Center - Roof												
WA4	Admin	01-10	A-0019	Civic Center - Gym Floor												
WA4	Admin	01-10	A-0020	Civic Center - Gym HVAC												
WA4	Admin	01-10	A-0021	Civic Center - Gym Electrical/Plumbing												
WA4	Admin	01-10	A-0022	Civic Center - Stage												
WA4	Admin	01-10	A-0023	Civic Center - Liniels				30,000								
WA4	Admin	01-10	A-0024	Civic Center - Gutters												
WA4	Admin	01-10	A-0025	Civic Center - Board Room Floor, screening			400									
WA4	Admin	01-10	A-0026	Civic Center - HVAC -Site Survey & Design Prep.												
WA4	Admin	01-10	A-0027	Civic Center - HVAC - Install New Equipment												
WA4	Admin	01-10	A-0028	Civic Center - Exterior Brick Truckpointing				10,000								
WA4	Admin	01-10	A-0029	Police Department - Bathroom Remodel												
WA4	Admin	01-10	A-0030	Police Department - Emergency Operations Center Work - IT/Electrical						10,000						
WA4	Admin	01-10	A-0031	Civic Center - Generator, Pad and ATS												
WA4	Admin	01-10	A-0032	Civic Center - Wheelchair Lift												
WA4	Admin	01-10	A-0033	Civic Center - Tile Removal/Replacement*												
WA4	Admin	01-10	A-0034	Public Works Garage												
WA4	Admin	01-10	A-0035	Welcome Sign - County Line Road												
							400	40,000	0	10,000	0	0	0	0	0	0
*Estimate at \$40/ sf X 600 sf																

*Estimate at \$40 sf X 600 sf

MAINTENANCE PLAN																
						Replacement Year & Replacement Cost										
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Current Fiscal Year - FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
PARKS & GROUNDS																
WA1	Parks	01-20	PK-0004	Washington Park - Pavillion												
WA4	Parks	01-20	PK-0010	Civic Center - Baseball Diamond	Fence replacement											
WA4	Parks & Grounds, Street, Water, Sewer**	01-20, 01-50, 52-10, 52-20				56" Zero Turn/Model #314633400										
WA4			PK-0001	Lawn Mower	2007 Esmark				675							
WA4	Parks & Grounds, Street, Water, Sewer**	Change from 01-20, 01-50, 52-10, 52-20 to Utility Tax Fund 12-00				Lazer Z - E Series/Model #LZE730KA60455						3,000				
WA4	Parks & Grounds, Street, Water, Sewer**	Change from 01-20, 01-50, 52-10, 52-20 to Utility Tax Fund 12-00														
WA4			PK-0003	Skidster	2001 Bob Cat	Model 873G High Flo										
							0	0	675	0	0	3,000	11,250	0	0	0

MAINTENANCE PLAN															
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Current Fiscal Year - FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028
TIF District															
WA4	TIF	13-00	Will be assigned when awarded	General Improvements Assistance Grants - 5 @ \$3,000 ea.			0	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000

MAINTENANCE PLAN					Replacement Year & Replacement Cost											
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Current Fiscal Year - FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
STREET REPAIR/REPLACEMENT																
WA1	Road & Bridge	15-00	RB-0004	Pearl Street - Survey Topography Pearl and Center	W. E. Hanna		5,400									
WA1	Road & Bridge	15-00	RB-0005	Pearl Street - Survey Topography Charles and Washington	W. E. Hanna		3,700									
WA4	Road & Bridge	15-00	RB-0005	Maple - Survey Topography	W. E. Hanna			5,400								
WA4	MFT	19-00	MFT-0006	State Street												
WA1	MFT	19-00	MFT-0007	Kenebec - HD Rockers to Post Office	Engineering - Stormwater				20,000							
WA1	Road & Bridge	15-00	RB-0008	Main to Kennebec - Downtown	Parking Study				5,000							
WA4	Parks & Grounds, Street, Water, Sewer**	01-20, 01-50, 52-10, 52-20	PK-0001	Lawn Mower	2007 Emark	56" Zero Turn/Model #314633400			675							
WA4	Parks & Grounds, Street, Water, Sewer**	Change from 01-20, 01-50, 52-10, 52-20 to Utility Tax Fund 12-00	PK-0002	Lawn Mower	2015 Emark	Lazer Z - E Series/Model #LZE1730K460455			3,000							
WA4	Parks & Grounds, Street, Water, Sewer**	Change from 01-20, 01-50, 52-10, 52-20 to Utility Tax Fund 12-00	PK-0003	Skidster	2001 Bob Cat	Model 873G High Flo										
WA4							9,100	5,400	25,675	0	0	3,000	11,250	0	0	0

MAINTENANCE PLAN							Replacement Year & Replacement Cost									
Work Area	Department	Fund/Dept. Number	CIP/MP	Description	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Curent Fiscal Year - Year 1 FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
STORMWATER																
WA3	Streets	01-50	ST-0005	Aerators - Heritage Hills Detention	3 aerators					11,000						
WA4	TIF	13-00	TIF-003	Televise, Root Cut, Jet Storm Sewer - WA4				15,930								
							0	15,930	0	11,000	0	0	0	0	0	0

MAINTENANCE PLAN							Replacement Year & Replacement Cost										
Work Area	Department	Fund/Dept. Number	CIP/MP	Desscription	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Curent Fiscal Year - Year 1 FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029	
WATER & WATER TREATMENT FACILITY																	
WA1	Water	52-10	W-0001	Softener 1 Control Valve - A	Cla-Val	4" solenoid valve	3,500										
WA1	Water	52-10	W-0002	Softener 1 Control Valve - B	Cla-Val	4" solenoid valve	3,500										
WA1	Water	52-10	W-0003	Softener 2 Control Valve - B	Cla-Val	4" solenoid valve	3,500										
WA1	Water	52-10	W-0004	150,000 gallon waterspheroid* - Item #1 Overflow Pipe Discharge Replacement				3,900									
WA1	Water	52-10	W-0005	150,000 gallon waterspheroid - Item #2 Concrete splash Pad under Overflow Pipe Discharge				5,200									
WA1	Water	52-10	W-0006	150,000 gallon waterspheroid - Item #3 Frost-Free Pressure Vacuum Vent & Item #4 Weather Tight Cover over Access Tube				7,800									
WA1	Water	52-10	W-0007	Softener 2 Control Valve - A	Cla-Val	4" solenoid valve	Replaced										
WA1	Water	52-10	W-0008	Softener 1 Control Valve - C	Cla-Val	4" solenoid valve		3,500									
WA1	Water	52-10	W-0009	Softener 1 Control Valve - D	Cla-Val	4" solenoid valve		3,500									
WA1	Water	52-10	W-0010	Softener 1 Control Valve - E	Cla-Val	4" solenoid valve			3,500								
WA1	Water	52-10	W-0011	Softener 2 Control Valve - C	Cla-Val	4" solenoid valve		3,500									
WA1	Water	52-10	W-0012	Softener 2 Control Valve - D	Cla-Val	4" solenoid valve		3,500									
WA1	Water	52-10	W-0013	Softener 2 Control Valve - E	Cla-Val	4" solenoid valve			3,500								
WA1	Water	52-10	W-0014	Emergency Shower				1,000									
WA1	Water	52-10	W-0016	Well No.4 Well Pump Control Valve 6A - 4"	Cla-Val	Model 61-02			3,500								
WA1	Water	52-10	W-0017	Well No. 5 Well Pump Control Valve 6B - 4"	Cla-Val	Model 61-02			3,500								
WA1	Water	52-10	W-0018	Make up Control Valve	Cla-Val				3,500								
WA1	Water	52-10	W-0019	Softener Bypass Control Valve	Cla-Val	130-01			3,500								
WA1	Water	52-10	W-0020	Brine Pump	Met-Pro Global Pump Solutions					10,000							
WA1	Water	52-10	W-0023	Sodium Hypochlorite Pump #5	Stenner	No. 2 Tube					3,500						
WA1	Water	52-10	W-0024	Sodium Hypochlorite Pump #4	Stenner	No. 2 Tube					3,500						
WA1	Water	52-10	W-0025	Hypochlorite Scale #5	Scaletron						2,500						
WA1	Water	52-10	W-0026	Hypochlorite Scale #4	Scaletron					2,400							
WA1	Water	52-10	W-0029	Polyphosphate Pump #5	LMI	A151-91S						2,500					
WA1	Water	52-10	W-0030	Polyphosphate Pump #4	LMI	A151-91S						2,500					
WA1	Water	52-10	W-0031	Polyphosphate Scale #5	Scaletron							2,500					
WA1	Water	52-10	W-0032	Polyphosphate Scale #4	Scaletron							2,500					
WA1	Water	52-10	W-0034	150,000 gallon waterspheroid - Items #2 Abrasive Blast Clean; Item #3 Install Clips/Pressure Fitting for Cathodic Protection								22,600					
WA1	Water	52-10	W-0035	150,000 gallon waterspheroid - Item #4 Blast Clean Pit Pipe/Repaint; Item #5 Repair Spalling Concrete Foundation								5,300					
WA1	Water	52-10	W-0036	150,000 gallon waterspheroid - Item #7 Install Handrail/Painter's Railing on Roof; Item #9 Replace Globe/Cage for Light Fixture; Item #10 Install Ladder Extension on Condensate Plat.								14,300					
WA1	Water	52-10	W-0037	150,000 gallon waterspheroid - Item #14 Remove Glandular Expansion Joint Replc. w/Bellows; Item #15 Install AL Cover over Fill/Draw Pipe Insulation.								18,900					
WA1	Water	52-10	W-0038	150,000 gallon waterspheroid - Item #16 Install Mud Valve; Item #17 Replace Condensate Drain Line								6,600					
WA1	Water	52-10	W-0039	150,000 gallon waterspheroid - Inspection								4,000					
WA1	Water	52-10	W-0040	Globe style silent check valve	Valmatic	1806BN							5,000				
WA1	Water	52-10	W-0041	Globe style silent check valve	Valmatic	1806BN								5,000			
WA1	Water	52-10	W-0042	Well No. 4 Influent Meter 10A	Sparling	FT194						2,500					
WA1	Water	52-10	W-0043	Well No. 5 Influent Meter 10B	Sparling	FT194						2,500					
WA1	Water	52-10	W-0044	Make-up Water Meter	Badger Meter	Model ER with MS-ER1										4,000	
WA1	Water	52-10	W-0045	Brine Meter	Badger Meter											4,000	
WA1	Water	52-10	W-0046	Unit No. 1 Effluent Meter 32A	Sparling	FM 104 with FT194										2,500	
WA1	Water	52-10	W-0047	Unit No. 2 Effluent Meter 32A	Sparling	FM 104 with FT194										2,500	

MAINTENANCE PLAN							Replacement Year & Replacement Cost									
Work Area	Department	Fund/Dept. Number	CIP/MP	Desscription	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Curent Fiscal Year - Year 1 FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
WA1	Water	52-10	W-0048	Bypass Meter	Sparling	FM 104 with FT194										2,500
WA1	Water	52-10	W-0049	Regeneration Waste Meter	Sparling	FM 104 with FT194										2,500
WA1	Water	52-10	W-0050	Well No. 4	220 gpm @ 485 ft	40 HP										20,000
WA1	Water	52-10	W-0051	Softener No. 1	Tonka	Media replaced 2018										
WA1	Water	52-10	W-0052	Softener No. 2	Tonka	Media replaced 2018										
WA1	Water	52-10	W-0053	Well No. 5	350 gpm @ 520 ft	75 HP										
WA1	Water	52-10	W-0054	Chlorine Residual Analyzer	Evoqua	Depolox 3 Plus										
WA1	Water	52-10	W-0055	Loss of Head Gauge	US Filter Control Systems	Model A300										
WA1	Water	52-10	W-0056	Water Treatment Control Panel/PLC	Wunderlich-Malec											
WA1	Water	52-10	W-0057	Fire Hydrant Replacement - Broadway & Center				7,000								
WA4	Streets, Water, Sewer	52-10	ST-001	Desktop - Public Works Dir/Bldg. Inspctr. (1/3)	LENOVO	10MR0004US			333							
WA4	Administration, Water, Sewer	52-10	A-0012	Monitors - Six (6) 24"									150			
WA4	Administration, Water, Sewer*	01-10, 52-10, 52-20	A-0017	Generator	Generac											13,333
WA4	Street, Water, Sewer*	01-50, 52-10, 52-20	ST-0002	Dump Truck	1998 Ford	L850										
WA4	Street, Water, Sewer*	01-50, 52-10, 52-20	ST-0003	Pickup Truck w/Snow Plow	2004 Ford	F350										
WA4	Street, Water, Sewer*	01-50, 52-10, 52-20	ST-0004	Pickup Truck w/Snow Plow	2015 Ford	F350 Super Duty										
WA4	Parks & Grounds, Street, Water, Sewer**	01-20, 01-50, 52-10, 52-20	PK-0001	Lawn Mower	2007 Exmark	56" Zero Turn/Model #314633400			675							
WA4	Parks & Grounds, Street, Water, Sewer**	Change from 01-20, 01-50, 52-10, 52-20 to Utility Tax Fund 12-00	PK-0002	Lawn Mower	2015 Exmark	Lazer Z - E Series/Model #LZE730KA60455						3,000				
WA4	Parks & Grounds, Street, Water, Sewer**	Change from 01-20, 01-50, 52-10, 52-20 to Utility Tax Fund 12-00	PK-0003	Skidster	2001 Bob Cat	Model 873G High Flo							11,250			
							10,500	38,900	22,008	10,000	11,900	89,700	16,400	5,000	0	51,333

MAINTENANCE PLAN							Replacement Year & Replacement Cost										
Work Area	Department	Fund/Dept. Number	CIP/MP	Desscription	Manufacturer/ Work To Be Done	Make/Model	Past Fiscal Year - FY2020	Curent Fiscal Year - Year 1 FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029	
WASTEWATER & WASTEWATER TREATMENT PLANT																	
WA6	WWTP	56-00	WWTP-0014	WWTP Sampler					15,281								
WA6	WWTP	56-00	WWTP-0015	Televise, Root Cut, Jet Storm Sewer - Pearl Street				17,817									
WA6	WW	52-10	WW-0002	WTP Effluent Meter	Sparling	Monitor and check in FY22										4,000	
WA6	WW	52-20	WW-0003	Lift Station Submersible Pump - Backup Pump			16,000										
WA6	WW	52-20	WW-0004	County Line Lift Station Submersible Pump #1	How old - 20 years	\$16,000 Pull/repair		10,000					375,000				
WA6	WW	52-20	WW-0005	County Line Lift Station Submersible Pump #2	How old - 20 years	\$16,000 Pull/repair			16,000				375,000				
WA6	WWTP	56-00	WWTP-0007	Water Well & Booster Tank	NOT USED												
WA4	Streets, Water, Sewer	01-10, 52-10, 52-20	ST-001	Desktop - Public Works Dir/Bidg. Inspctr. (1/3)	LENOVO	10MR0004US			334								
WA4	Administration, Water, Sewer	52-10	A-0012 - A-0013	Monitors - Six (6) 24"									100				
WA4	Administration, Water, Sewer*	01-10, 52-10, 52-20	A-0017	Generator	Generac											13,333	
WA4	Street, Water, Sewer*	01-50, 52-10, 52-20	ST-0002	Dump Truck	1998 Ford	L850											
WA4	Street, Water, Sewer*	01-50, 52-10, 52-20	ST-0003	Pickup Truck w/Snow Plow	2004 Ford	F350											
WA4	Street, Water, Sewer*	01-50, 52-10, 52-20	ST-0004	Pickup Truck w/Snow Plow	2015 Ford	F350 Super Duty											
WA4	Parks & Grounds, Street, Water, Sewer**	01-20, 01-50, 52-10, 52-20	PK-0001	Lawn Mower	2007 Exmark	56" Zero Turn/Model #314633400			675								
WA4	Parks & Grounds, Street, Water, Sewer**	01-20, 01-50, 52-10, 52-20	PK-0002	Lawn Mower	2015 Exmark	Lazer Z - E Series/Model #LZE730KA60455						3,000					
WA4	Parks & Grounds, Street, Water, Sewer**	01-20, 01-50, 52-10, 52-20	PK-0003	Skidster	2001 Bob Cat	Model 873G High Flo							11,250				
							16,000	27,817	32,290	0	0	3,000	761,350	0	0	17,333	

*Can be transferred to new WWTP Facility based on proposed design.

TOTAL	60,784	128,047	87,357	34,300	16,400	130,600	812,100	5,600	1,750	97,000
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MAINTENANCE PLAN (MP) BY FUND

			Replacement Year & Replacement Cost									
Fund	Fund/Dept. Number	Description	Past FY2020	Current - Year 1 FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	FY2029
General Fund												
	01-10	IT & Equipment	0	0	6,033	3,300	4,500	900	600	600	1,750	28,333
	01-20,01-30, 01-50, 52-10, 52-20											
	Vehicles	24,784	0	675	0	0	3,000	11,250	0	0	0	0
	01-10	Facilities	400	40,000	0	10,000	0	0	0	0	0	0
	01-20	Parks & Grounds										
	01-50	Street Repair/Replace.	0	0	675	0	0	3,000	11,250	0	0	0
	01-30	Parks & Grounds	0	0	675	0	0	3,000	11,250	0	0	0
01-50	Stormwater	0	15,930	0	11,000	0	0	0	0	0	0	
	TOTAL	25,184	55,930	8,058	24,300	4,500	9,900	34,350	600	1,750	28,333	
Road & Bridge	01-15	Street Repair/Replace.	9,100	5,400	5,000	0	0	0	0	0	0	0
MFT	01-19	Street Repair/Replace.	0	0	20,000	0	0	0	0	0	0	0
Utility Tax Fund	12-00	Computers						13,000				
		Equipment						24,000	33,750			28,333
		TOTAL	0	0	0	0	0	37,000	33,750	0	0	28,333
TIF District	13-00	General Improvements Assistance Grants;Televise, Root Cut, Jet Storm Sewer	0	30,930	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Water Fund	52-10	Water/Water Treatment Plant	10,500	38,900	22,008	10,000	11,900	89,700	16,400	5,000	0	51,333
Sewer Fund	52-20	WWTP & Lift Stations	16,000	10,000	17,009	0	0	3,000	761,350	0	0	13,333
Sewer Improvement Fund	56-00	WWTP & Lift Stations	0	17,817	15,281	0	0	0	0	0	0	0
		TOTAL	60,784	158,977	102,357	49,300	31,400	117,600	827,100	20,600	16,750	108,000



Village of Maple Park

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MEMORANDUM

TO: Village President and Board of Trustees

FROM: Village Administrator Dawn Wucki-Rossbach 

DATE: November 12, 2020

SUBJECT: **CAPITAL IMPROVEMENT PLAN/MAINTENANCE PLAN (CIP/MP) AND LONG-TERM FINANCIAL ANALYSIS AND ALIGNMENT**

BACKGROUND

At the October 20, 2020 Committee of the Whole Meeting, the Board concurred on the following items:

1. The capital projects and equipment over \$20,000 were to be placed in the Capital Improvement Plan (CIP.)
2. Smaller projects and standard equipment replacement items under \$20,000 belonged in the Maintenance Plan (MP.)
3. That the fiscal year in which a CIP or MP item was placed needed to be supported by projected budget dollars and that some projects would need to be pushed back into future fiscal years in order to be fiscally responsible and have funds to pay for the projects or equipment items.

In order to complete Item #3, Staff has taken all funds and projected out the revenues and expenditures for the next eight (8) years. Staff has also taken fiscal challenges created by the Coronavirus into consideration when anticipated revenues for the General and Motor Fuel Tax Funds. Listed below are the assumptions and how the revenues and expenditures were developed for each fund. Please refer to Pages 1 through 9, if we continue down the current path, as one that reflects a world with COVID-19.

Long-Term Financial Forecast and Analysis

General Fund (01)

Revenue

1. Staff used the Illinois Municipal Leagues expected revenue rates per capita for Income, Use and Cannabis Taxes.
2. It should be noted that being extremely conservative in our estimates with a minimal 2% increase in Income and Property Taxes. We often receive more dollars than budgeted; however, we do not know what the State of Illinois will do with the LGDF or sales tax, etc. and that is why the revenue estimates remain lower than its previous receipts.
3. That after FY2021, the Village will not receive any additional impact fees. If impact fees are received, they will be considered unexpected revenue and their use will be determined at that time.
4. We also anticipate that no additional new construction permit dollars will be received after FY2021. Permit funds received will be for standard building permits such as fences, roofs, etc.
5. We anticipate that interest rates will remain low and have adjusted their anticipated decreased rate of return in all funds.

6. With Village facilities closed until the State reaches Phase V, we anticipate that rental fees associated with Village facilities will remain at \$0. If and when we return to Phase V, rental fees will be considered unexpected revenue and their use will be determined at that time.
7. We have included CARES/CURES reimbursements in FY2021 and are not anticipating any additional relief dollars.

Expenditures

1. No positions were added, meaning no Part-Time Public Works employee was added to the Wages/Social Security line items.
2. In order to attract Police Officers, the Village Board approved increase to \$22 per hour in FY2022 and an increase to \$23 per hour in FY2023 was included in the Wages line items and the Social Security line was adjusted accordingly in each fiscal year.
3. An anticipated 2% increase, used as a place holder, in Wages for all positions, except for Patrol Officers was included. This also means a correlating increase in Social Security and for some positions an increase in pension expenses. However, the Board will always consider this as part of the annual budget discussion. It may also consider freezing wages for all positions if revenues continue to fall over the next 18 to 24 months.
4. Operating expenditures on the expenditure portion of the spreadsheets decreased all expenditures to a do only the minimal amount of work to maintain operations. If something critical were to happen and emergency expenditure was necessary, the Village Board would be informed and then retroactively asked to approve the expenditures.
5. An anticipated cost increase for KaneComm Dispatch Services across the next eight (8) fiscal years has been included.
6. With KaneComm switching over to StarComm Radios, an unfunded mandated expense, the Police Department Budget, beginning with FY2022 has included an adjustment for the cost of purchasing additional radios and annual maintenance and programming fees.

Utility Tax Fund (12)

Revenue

1. Interest Income adjusted to minimal amount.
2. We anticipate applying for and receiving the DeKalb County Community Grant and after FY2021 the Village will not receive any anticipated revenue from this grant and it has been removed.
3. Any revenue generated by auctioning of vehicles/equipment will be placed in this fund as savings account for vehicle/equipment replacement.

Expenditures

1. Between FY2021 and FY2023, the Village will have paid back the ARRA Water and IEPA Loans associated with the Water and Sewer and the Water Improvement Funds and the Police Department vehicle loans so their dollars will be placed into the Utility Tax Fund and will increase the fund balance.

When Staff presents the Financial Policy, the Board will consider the appropriate Fund Balance for the Utility Tax Fund and whether or not to designate funds for specific projects or to finance vehicle/equipment purchases.

TIF District

Revenue

1. Anticipate a 2% increase in TIF allocation funds through FY2036.

Expenditures

1. Anticipate an annual bond payment of \$110,000 annually.
2. Anticipate an annual \$15,000 for General Improvements Assistance Grants

3. Anticipate annual jetting/televising/root cutting in Work Area 2 (FY2022) and Work Area 4 (FY2023), assume a 3% cost increase per year.

Road and Bridge (15)

Revenue

1. Anticipate slight vehicle sticker revenue increase based on \$5 increase in sticker cost and enforcement activities.
2. That after FY2021, the Village will not receive any additional Road impact fees. If impact fees are received, they will be considered unexpected revenue and their use will be determined at that time.
3. Interest Income adjusted to minimal amount.

Expenditures

1. During FY2021, the final invoices for Center Street and the cost to have the topography work done for Pearl Street and the small remainder of Center Street have been paid out.
2. Between FY2022 and FY2029, the Village does not expend funds out of this fund so that a proper fund balance can be accumulated and used to pay for Engineering services needed for and during Pearl Street and the small portion of Center Street construction.

Motor Fuel Tax (19)

Revenue

1. The Village will receive Rebuild Illinois Funds for a total of \$28,778.06 for the next three (3) years, for a total of \$86,334.18. Funds need to be expended no later than a year after they are received.
2. Anticipated lower Motor Fuel Tax Funds, assuming employers will allow more workers to work from home on a permanent basis and that general road trip travel will remain down.
3. Between FY2022 and FY2029, the Village continues to build the fund in order to have enough funds to complete the next two (2) anticipated road projects.

Expenditures

1. During FY2021, the final invoices for Center Street and the topography work done for Pearl Street and the small remainder of Center Street have been paid out.
2. Between FY2022 and FY2029, the Village does not expend funds out of this fund so that a proper fund balance can be accumulated and used to pay for Engineering services needed for and during Pearl Street and the small portion of Center Street construction.

Water and Sewer Fund (52)

Revenue

1. Water revenue is assumed to receive the Municipal Code conservative adjustment of 2% each year between FY2021 and FY2029.
2. Anticipate water payment penalties to remain constant.
3. Do not anticipate any meter fees associated with new housing starts after FY2021.
4. End the \$59,000 transfer from the Utility Tax Fund to the Water and Sewer Fund after FY2023 when the last payment is made. Revenue between FY2024 and FY2029 reflect this decrease in revenue.
5. Interest Income adjusted to minimal amount.

Expenditures

1. Water and Sewer – Wages, Social Security and Pension line items reflect an anticipated 2% increase used for all positions.
2. Water and Sewer – Other Professional Services has been decreased to reflect the removal of the contractual Village Administrator position.
3. Water – IEPA Loan (5870) and IEPA Interest (5880) – The final loan payment is in FY2023, from FY2024 – FY2029 the expenditure has been removed.

4. Water – IEPA Loan Watermain (5886) and Watermain (5888) – Remain until final payment is made in November 2032.
5. Sewer – Assume all other expenditures remain constant.

Water Improvement Fund (54)

Revenue

1. That after FY2021, the Village will not receive any additional impact fees. If impact fees are received, they will be considered unexpected revenue and their use will be determined at that time.
2. We also anticipate that no additional new construction permit dollars will be received after FY2021.
3. Interest Income adjusted to minimal amount.

Expenditures

1. Water Main Loan Payment Principal (8205) and Interest (8207) – Final payment will be made in December 2020; between FY2022 and FY2029 the expense has been removed.

Sewer Improvement Fund (56)

Revenue

1. That after FY2021, the Village will not receive any additional impact fees. If impact fees are received, they will be considered unexpected revenue and their use will be determined at that time.
2. We also anticipate that no additional new construction permit dollars will be received after FY2021.
3. Interest Income adjusted to minimal amount.

Expenditures

1. Until the jetting/televising/root cutting are completed for Village Work Areas, no additional expenditures have anticipated. Once this so complete cost estimates for sanitary sewer main repairs/replacements will be added.

Long-Term Financial Forecast and Analysis – CIP/MP Applied

In order to properly prepare fiscally for Village operations, the inclusion of the CIP/MP in the financial forecast and analysis is essential. The dollars shown in each fiscal year reflect the application of CIP/MP expenditures for projects, vehicles, computers and equipment. If a project or purchase was going to create a deficit spending situation, the project/purchase was delayed and moved to the next closest fiscal year that would allow the project/purchase to be completed with no deficit spending between revenue and expenditures that fiscal year; however, in other cases, such as for road and water/sewer projects, it meant that there may be the appearance of deficit spending; that is not the case in this forecast, fund balance that have been allowed to build to cover the cost of the project/purchase could be completed have been used.

RECOMMENDATION

That the Village Board review the Long-Term Financial Forecast and Analysis and, if satisfied with the application of revenues to expenditures, move to direct Staff to prepare the Long-Term Financial Forecast and Analysis for approval at the December 1, 2020 Village Board Meeting.

Attachment

Long-Term Financial Forecast and Analysis



VILLAGE OF MAPLE PARK
FINANCIAL FORECAST AND ANALYSIS

VILLAGE OF MAPLE PARK
GENERAL FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	288,187		300,016	303,186	206,334	102,491	(5,700)	(118,352)	(235,582)	(357,512)	(484,266)
REVENUES											
01-00-4110 REAL ESTATE TAX - DEKALB CO.	117,431	121,752	121,752	124,187	126,671	129,204	131,788	134,424	137,112	139,855	142,652
01-00-4120 REAL ESTATE TAX - KANE CO.	103,279	104,698	104,698	106,792	108,928	111,107	113,329	115,595	117,907	120,265	122,671
01-00-4220 STATE OF IL - INCOME TAX	115,677	97,729	137,550	137,550	137,550	137,550	137,550	137,550	137,550	137,550	137,550
01-00-4240 STATE OF IL-MUNICIPAL SALES TAX	156,831	105,000	120,195	120,195	120,195	120,195	120,195	120,195	120,195	120,195	120,195
01-00-4250 STATE OF IL-REPLACEMENT TAX	3,632	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01-00-4270 STATE OF IL-USE TAX	45,841	40,692	55,020	55,020	55,020	55,020	55,020	55,020	55,020	55,020	55,020
01-00-4280 STATE OF IL-VIDEO GAMING TAX	24,346	24,150	9,829	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
01-00-4281 STATE OF IL-CANNABIS TAX	214	1,200	1,048	1,048	1,048	1,048	1,048	1,048	1,048	1,048	1,048
01-00-4310 GAME LICENSE	275	250	275	275	275	275	275	275	275	275	275
01-00-4325 GOLF CART LICENSE	430	450	390	400	400	400	400	400	400	400	400
01-00-4330 CIGARETTE LICENSE	20	20	20	20	20	20	20	20	20	20	20
01-00-4340 FRANCHISE FEE LICENSE	4,446	3,500	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
01-00-4341 RAFFLE LICENSE FEE	60	40	40	40	40	40	40	40	40	40	40
01-00-4350 LIQUOR LICENSE	10,093	7,875	7,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500
01-00-4407 TEMPORARY OCCUPANCY PERMIT	1,200	-	400	-	-	-	-	-	-	-	-
01-00-4410 BUILDING PERMITS - SETTLEMENT	9,253	7,500	9,994	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
01-00-4410.01 BUILDING PERMITS - SQUIRE'S CROSSING	4,474	4,536	9,107	-	-	-	-	-	-	-	-
01-00-4410.02 BUILDING PERMITS - SQUIRE'S CROSSING	21,809	13,120	2,359	-	-	-	-	-	-	-	-
01-00-4410.03 BUILDING PERMITS - HERITAGE HILLS	2,239	-	11,415	-	-	-	-	-	-	-	-
01-00-4420 SOLICITOR PERMITS	100	-	-	-	-	-	-	-	-	-	-
01-00-4535.01 THE SETTLEMENT - ENGINEERING	680	-	1,360	-	-	-	-	-	-	-	-
01-00-4535.02 SQUIRE'S CROSSING - ENGINEERING	3,400	2,040	510	-	-	-	-	-	-	-	-
01-00-4535.03 HERITAGE HILLS - ENGINEERING	340	-	1,700	-	-	-	-	-	-	-	-
01-00-4550 PARK RENT	1,000	1,000	-	-	-	-	-	-	-	-	-
01-00-4550.04 RENT - GYM USE	1,255	1,000	-	-	-	-	-	-	-	-	-
01-00-4550.07 RENT - M.P. LIBRARY	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800
01-00-4550.11 RENT - KITCHEN	425	300	-	-	-	-	-	-	-	-	-
01-00-4550.17 RENT - EXERCISE ROOM	80	-	-	-	-	-	-	-	-	-	-
01-00-4560 FUTURE LINK RENT	4,410	4,620	4,620	4,830	5,040	5,250	5,460	5,670	5,880	6,090	6,300
01-00-4575 WATER & SEWER ADMIN CHARGE	32,500	32,500	32,500	32,500	32,500	32,500	32,500	32,500	32,500	32,500	32,500
01-00-4610 DEKALB COUNTY FINES	2,167	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-00-4620 KANE COUNTY FINES	1,016	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-00-4625 ORDINANCE VIOLATION FINES	2,200	1,500	3,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
01-00-4654.01 POLICE DEVELOP CONTRIB - SETTLEMENT	-	2,111	1,056	-	-	-	-	-	-	-	-
01-00-4654.02 POLICE DEVELOP CONTRIB - SQUIRE'S CROSSING	-	6,333	1,056	-	-	-	-	-	-	-	-
01-00-4654.03 POLICE DEVELOP CONTRIB - HERITAGE HILLS	-	-	5,278	-	-	-	-	-	-	-	-
01-00-4656.01 FACILITY DEVELOP CONTRIB - SETTLEMENT	-	3,206	1,603	-	-	-	-	-	-	-	-
01-00-4656.02 FACILITY DEVELOP CONTRIB - SQUIRE'S CROSSING	-	9,618	1,603	-	-	-	-	-	-	-	-
01-00-4656.03 FACILITY DEVELOP CONTRIB - HERITAGE HILLS	-	-	8,015	-	-	-	-	-	-	-	-
01-00-4800 INTEREST INCOME	7,093	6,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
01-00-4900 OTHER INCOME	591	500	5	500	500	500	500	500	500	500	500
01-00-4910 REIMBURSEMENT INCOME	103,153	5,000	72,543	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-00-4999 TRANSFER FROM OTHER FUNDS	-	100,000	-	-	-	-	-	-	-	-	-
** TOTAL GENERAL FUND REVENUE	786,760	718,720	741,740	640,157	644,986	649,908	654,924	660,037	665,247	670,558	675,970

VILLAGE OF MAPLE PARK
GENERAL FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
10 - ADMINISTRATION & FINANCE EXPENDITURES											
01-10-5010 WAGES – FINANCE	47,265	85,231	85,231	97,986	99,946	101,945	103,984	106,064	108,185	110,348	112,555
01-10-5010.01 WAGES – REIMBURSED (POLICE)	623	-	-	-	-	-	-	-	-	-	-
01-10-5010.02 WAGES – FUN FEST (POLICE)	3,000	3,000	-	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01-10-5010.03 WAGES – FUN FEST (PUBLIC WORKS)	1,000	1,000	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-10-5011 SALARIES – VILLAGE BOARD	11,958	12,000	12,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-10-5012 STATE UNEMPLOYMENT TAX	809	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-10-5020 SOCIAL SECURITY EXPENSE	4,808	7,733	7,733	8,257	8,407	8,560	8,716	8,875	9,037	9,203	9,372
01-10-5020.01 SOCIAL SECURITY EXPENSE - REIMBURSED	48	-	-	-	-	-	-	-	-	-	-
01-10-5030 PENSION EXPENSE	816	1,763	1,763	2,287	2,333	2,379	2,427	2,475	2,525	2,575	2,627
01-10-5040 EMPLOYEE MEDICAL INSURANCE	1,663	3,850	3,850	4,950	4,950	4,950	4,950	4,950	4,950	4,950	4,950
01-10-5120 POSTAGE	1,186	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
01-10-5155 GOLF CART LICENSE EXPENSE	95	100	100	100	100	100	100	100	100	100	100
01-10-5160 COPIER & POSTAGE MACHINE LEASE	1,135	2,733	2,733	2,733	2,733	2,733	2,733	2,733	2,733	2,733	2,733
01-10-5200 OFFICE SUPPLIES	9,660	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
01-10-5320 ENGINEERING SERVICES	7,055	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
01-10-5330 LEGAL SERVICES	20,431	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
01-10-5350 AUDIT EXPENSE	13,110	13,210	13,210	13,210	13,210	13,210	13,210	13,210	13,210	13,210	13,210
01-10-5390 OTHER PROFESSIONAL SERVICES	79,068	37,213	40,169	17,520	17,520	17,520	17,520	17,520	17,520	17,520	17,520
01-10-5420 PERMIT EXPENSE	220	100	100	-	-	-	-	-	-	-	-
01-10-5420.01 PERMIT EXPENSE - SETTLEMENT	550	600	600	-	-	-	-	-	-	-	-
01-10-5420.02 PERMIT EXPENSE - SQUIRE'S CROSSING	1,650	1,500	1,500	-	-	-	-	-	-	-	-
01-10-5420.03 PERMIT EXPENSE - HERITAGE HILLS	200	-	1,000	-	-	-	-	-	-	-	-
01-10-5500 INSURANCE EXPENSE	44,531	46,000	44,582	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000
01-10-5550 SOFTWARE EXPENSE	24	500	500	750	750	750	750	750	750	750	750
01-10-5570 DUES AND MEMBERSHIPS	4,500	5,000	5,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
01-10-5700 TELEPHONE	6,516	5,700	5,700	5,700	5,700	5,700	5,700	5,700	5,700	5,700	5,700
01-10-5900 OTHER EXPENSES	93,582	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
01-10-5900.01 FUN FEST EXPENSES	1,727	1,000	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-10-5910 EMERGENCY NOTIFICATION SYSTEM	858	900	884	900	900	900	900	900	900	900	900
01-10-5920 CONFERENCES	597	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-10-5989 TRANSFER TO OTHER FUNDS	5,000	5,000	6,331	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-10-8210 COMPUTERS	14,556	-	-	-	-	-	-	-	-	-	-
** TOTAL ADMINISTRATION & FINANCE	378,241	282,133	280,985	269,394	271,549	273,747	275,990	278,277	280,610	282,990	285,417
20 - PARKS & GROUNDS EXPENDITURES											
01-20-5010 WAGES	30,355	31,309	31,309	31,935	32,574	33,226	33,890	34,568	35,259	35,965	36,684
01-20-5020 SOCIAL SECURITY EXPENSE	2,714	2,688	2,688	2,742	2,797	2,853	2,910	2,968	3,027	3,088	3,149
01-20-5030 PENSION EXPENSE	1,419	1,405	1,405	1,434	1,462	1,492	1,521	1,552	1,583	1,614	1,647
01-20-5040 EMPLOYEE MEDICAL INSURANCE	3,858	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828
01-20-5250 GASOLINE & FUEL	518	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-20-5390 OTHER PROFESSIONAL SERVICES	1,475	-	-	-	-	-	-	-	-	-	-
01-20-5600 MAINTENANCE & REPAIR	2,453	9,000	8,218	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
01-20-5730 UTILITIES	878	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
01-20-5900 OTHER EXPENSE	73	250	250	250	250	250	250	250	250	250	250
** TOTAL PARKS & GROUNDS	43,743	50,681	49,899	48,889	49,611	50,348	51,099	51,866	52,647	53,445	54,258
30 - POLICE DEPARTMENT EXPENDITURES											
01-30-5010 WAGES – CHIEF	53,447	55,167	55,167	56,270	57,396	58,543	59,714	60,909	62,127	63,369	64,637
01-30-5015 WAGES – PATROL OFFICERS	60,188	89,335	89,335	110,552	115,577	117,889	120,247	122,652	125,105	127,607	130,159
01-30-5016 WAGES – TRAINING	9,334	9,334	9,334	9,334	9,334	9,906	10,104	10,306	10,512	10,722	10,937
01-30-5018 WAGES – SERGEANT	28,278	34,053	34,053	34,734	35,428	36,137	36,860	37,597	38,349	39,116	39,888
01-30-5020 SOCIAL SECURITY EXPENSE	12,781	14,878	14,878	15,176	15,479	15,789	16,105	16,427	16,755	17,091	17,432
01-30-5030 PENSION EXPENSE	2,495	2,471	2,471	2,471	2,570	2,622	2,672	2,728	2,782	2,838	2,895
01-30-5040 EMPLOYEE MEDICAL INSURANCE	6,651	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600
01-30-5100 GENERAL SUPPLIES	4,540	6,200	6,200	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-30-5250 GASOLINE & FUEL	5,427	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
01-30-5300 UNIFORM EXPENSE	1,365	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01-30-5330 LEGAL SERVICES	-	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
01-30-5550 SOFTWARE EXPENSE	-	2,670	2,670	2,670	2,670	2,670	2,670	2,670	2,670	2,670	2,670
01-30-5560 TRAINING	1,354	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
01-30-5570 DUES & MEMBERSHIPS	1,360	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
01-30-5600 MAINTENANCE & REPAIR	2,971	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01-30-5700 TELEPHONE	4,034	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-30-5750 COMMUNICATIONS	13,246	13,903	13,904	14,597	15,324	16,090	16,895	17,739	18,626	19,558	20,536
01-30-5900 OTHER EXPENSE	1,310	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
01-30-8200 EQUIPMENT	3,812	4,000	4,000	-	-	-	-	-	-	-	-
** TOTAL POLICE DEPARTMENT	214,385	269,610	269,611	288,640	296,757	302,246	307,868	313,627	319,527	325,570	331,763

**VILLAGE OF MAPLE PARK
GENERAL FUND**

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
40 - CIVIC CENTER EXPENDITURES											
01-40-5100 GENERAL SUPPLIES	1,232	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
01-40-5300 OTHER PROFESSIONAL SERVICES	50	-	-	-	-	-	-	-	-	-	-
01-40-5800 MAINTENANCE & REPAIR	11,452	63,000	18,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
01-40-5730 UTILITIES	6,283	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
01-40-5900 OTHER EXPENSE	453	500	500	500	500	500	500	500	500	500	500
** TOTAL CIVIC CENTER	19,469	75,000	30,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000
50 - STREET DEPARTMENT EXPENDITURES											
01-50-5010 WAGES	30,355	31,309	31,309	31,935	32,574	33,226	33,890	34,568	35,259	35,965	36,684
01-50-5020 SOCIAL SECURITY EXPENSE	2,714	2,688	2,688	2,742	2,797	2,853	2,910	2,968	3,027	3,086	3,149
01-50-5030 PENSION EXPENSE	1,419	1,405	1,405	1,434	1,462	1,492	1,521	1,552	1,583	1,614	1,647
01-50-5040 EMPLOYEE MEDICAL INSURANCE	3,857	3,828	3,828	3,905	3,983	4,062	4,144	4,226	4,311	4,397	4,485
01-50-5175 ROAD SALT	4,849	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
01-50-5250 GASOLINE & FUEL	1,304	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
01-50-5320 ENGINEERING	397	-	-	-	-	-	-	-	-	-	-
01-50-5390 OTHER PROFESSIONAL SERVICES	14,281	5,900	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
01-50-5600 MAINTENANCE & REPAIR	7,397	10,000	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500
01-50-5620 STREET MAINTENANCE	9,004	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
01-50-5621 TREE MAINTENANCE	5,400	10,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-50-5622 STREET SIGN INSTALLATION	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
01-50-5730 UTILITIES	14,940	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
01-50-5900 OTHER EXPENSE	699	500	500	500	500	500	500	500	500	500	500
01-50-8215 VEHICLE PURCHASE	22,477	-	-	-	-	-	-	-	-	-	-
** TOTAL STREET DEPARTMENT	119,093	107,131	100,731	101,515	102,316	103,132	103,965	104,814	105,680	106,564	107,465
60 - EMERGENCY MANAGEMENT DEPARTMENT EXPENDITURES											
01-60-5010 WAGES	-	1,200	1,200	1,224	1,248	1,273	1,299	1,325	1,351	1,378	1,406
01-60-5020 SOCIAL SECURITY EXPENSE	-	95	95	97	99	101	103	105	108	110	112
01-60-5030 PENSION EXPENSE	-	48	48	49	50	51	52	53	54	55	56
01-60-5100 SUPPLIES	-	1,000	1,000	200	200	200	200	200	200	200	200
01-60-5600 MAINTENANCE & REPAIR	-	5,000	5,000	-	-	-	-	-	-	-	-
** TOTAL EMERGENCY MANAGEMENT DEPARTMENT	-	7,343	7,343	1,570	1,598	1,626	1,654	1,683	1,713	1,743	1,774
TOTAL GENERAL FUND REVENUES	796,760	718,720	741,740	640,157	644,986	649,908	654,924	660,037	665,247	670,558	675,970
TOTAL GENERAL FUND EXPENDITURES	774,932	791,898	738,569	737,008	748,830	758,099	767,576	777,267	787,177	797,312	807,678
GENERAL FUND NET INCOME/LOSS	11,829	(73,178)	3,170	(96,851)	(103,844)	(108,191)	(112,652)	(117,230)	(121,930)	(126,754)	(131,708)
ENDING FUND BALANCE 04/30	300,016		303,186	206,334	102,491	(5,700)	(118,352)	(235,582)	(357,512)	(484,266)	(615,974)
REQUIRED FUND BALANCE	193,733		184,642	184,252	187,208	189,525	191,894	194,317	196,794	199,328	201,919
EXCESS FUND BALANCE	106,283		118,544	22,082	(84,717)	(195,225)	(310,246)	(429,899)	(554,306)	(683,594)	(817,893)

VILLAGE OF MAPLE PARK
UTILITY TAX FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	560,784		537,147	508,330	502,507	507,139	573,139	639,139	705,139	771,139	837,139
REVENUES											
12-00-4140.10 TELECOMMUNICATIONS TAX	16,232	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
12-00-4140.30 COM ED - UTILITY TAX	33,440	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
12-00-4140.40 NICOR GAS - UTILITY TAX	17,053	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
12-00-4746 POLICE GRANTS	8,586	-	100	-	-	-	-	-	-	-	-
12-00-4750 VEHICLE LOAN PROCEEDS	37,000	-	-	-	-	-	-	-	-	-	-
12-00-4751 DEKALB COUNTY COMMUNITY GRANT	-	10,000	10,000	-	-	-	-	-	-	-	-
12-00-4800 INTEREST INCOME	9,533	8,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
12-00-4992 TRANSFER FROM GENERAL FUND	5,000	5,000	6,331	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
** TOTAL REVENUE	125,845	82,000	77,431	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000
EXPENDITURES											
12-00-5992 TRANSFER TO WATER & SEWER FUND	59,000	59,000	59,000	59,000	59,000	-	-	-	-	-	-
12-00-5993 TRANSFER TO WATER IMPROVEMENT	12,237	12,426	12,241	-	-	-	-	-	-	-	-
12-00-5999 TRANSFER TO OTHER FUNDS	-	100,000	-	-	-	-	-	-	-	-	-
12-00-8102 CIVIC CENTER IMPROVEMENTS	7,361	-	-	-	-	-	-	-	-	-	-
12-00-8401 POLICE VEHICLE	43,865	-	-	-	-	-	-	-	-	-	-
12-00-8401 POLICE GRANT PURCHASES	9,321	-	6,674	-	-	-	-	-	-	-	-
12-00-8413 POLICE VEHICLE LOAN - PRINCIPAL	7,936	5,433	5,433	-	-	-	-	-	-	-	-
12-00-8420 POLICE VEHICLE LOAN - INTEREST	373	77	77	-	-	-	-	-	-	-	-
12-00-8421 DEKALB COUNTY COMMUNITY GRANT EXPENSES	-	10,000	10,000	-	-	-	-	-	-	-	-
12-00-8425 POLICE VEHICLE LOAN - PRINCIPAL	9,777	12,274	12,274	12,589	2,360	-	-	-	-	-	-
12-00-8426 POLICE VEHICLE LOAN - INTEREST	611	549	549	234	8	-	-	-	-	-	-
** TOTAL EXPENDITURES	150,482	199,759	106,248	71,823	61,368	-	-	-	-	-	-
UTILITY TAX FUND NET INCOME/LOSS	(23,637)	(117,759)	(28,817)	(5,823)	4,632	66,000	66,000	66,000	66,000	66,000	66,000
ENDING FUND BALANCE 04/30	537,147		508,330	502,507	507,139	573,139	639,139	705,139	771,139	837,139	903,139

VILLAGE OF MAPLE PARK
TIF DISTRICT

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	86,764		169,667	353,147	432,836	518,402	609,962	707,636	811,547	921,819	1,038,580
REVENUES											
13-00-4110 TIF TAX - DEKALB CO.*	12,161	12,000	13,572	14,250	14,963	15,711	16,497	17,322	18,188	19,097	20,052
13-00-4120 TIF TAX - KANE CO.	77,666	80,000	208,113	286,748	292,055	297,447	302,924	308,488	314,138	319,876	325,700
** TOTAL REVENUE	89,827	92,000	221,684	300,998	307,018	313,158	319,421	325,810	332,326	338,973	345,752
EXPENDITURES											
13-00-5350 AUDIT EXPENSE	-	260	260	300	300	300	300	300	300	300	300
13-00-8417 TIF LEGAL FEES	6,924	7,500	7,014	7,154	7,297	7,443	7,592	7,744	7,899	8,057	8,218
13-00-8418 TIF IMPROVEMENTS - Façade Grants	-	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
13-00-8418 TIF IMPROVEMENTS - Area 1 Televising	-	15,930	15,930	-	-	-	-	-	-	-	-
BOND PAYMENT	-	-	-	198,855	198,855	198,855	198,855	198,855	198,855	198,855	198,855
** TOTAL EXPENDITURES	6,924	23,690	38,204	221,309	221,452	221,598	221,747	221,899	222,054	222,212	222,373
TIF DISTRICT FUND NET INCOME/LOSS	82,903	68,310	183,480	79,689	85,566	91,560	97,674	103,911	110,272	116,761	123,379
ENDING FUND BALANCE 04/30	169,667		353,147	432,836	518,402	609,962	707,636	811,547	921,819	1,038,580	1,161,959

*Total Real Estate Tax Increment was based on Estimated EAV from Kane County. Used a 5% increase for Dekalb County with the balance in Kane County.

VILLAGE OF MAPLE PARK
ROAD & BRIDGE FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	70,070		56,176	34,707	83,157	131,607	180,057	228,507	276,957	325,407	373,857
REVENUES											
15-00-4100 VEHICLE LICENSE FEES	20,045	24,000	24,500	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
15-00-4110 REAL ESTATE TAX-DEKALB COUNTY	4,731	4,500	3,923	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
15-00-4120 REAL ESTATE TAX-KANE COUNTY	20,904	20,000	21,521	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
15-00-4260 VIRGIL TWSP. REPLACE TAX	274	250	250	250	250	250	250	250	250	250	250
15-00-4652.01 ROADS DEVELOPMENT CONTRIB - SETTLEMENT	-	3,000	1,500	-	-	-	-	-	-	-	-
15-00-4652.02 ROADS DEVELOPMENT CONTRIB - SQUIRE'S CROSS	-	9,000	1,500	-	-	-	-	-	-	-	-
15-00-4652.03 ROADS DEVELOPMENT CONTRIB - HERITAGE HILLS	-		7,500	-	-	-	-	-	-	-	-
15-00-4800 INTEREST INCOME	1,317	1,000	250	250	250	250	250	250	250	250	250
** TOTAL REVENUE	47,271	61,750	60,944	49,500	49,500	49,500	49,500	49,500	49,500	49,500	49,500
EXPENDITURES											
15-00-5100 GENERAL SUPPLIES	554	500	550	550	550	550	550	550	550	550	550
15-00-5320 ENGINEERING SERVICES	15,815	41,285	41,285	-	-	-	-	-	-	-	-
15-00-5620 STREET MAINTENANCE	44,700	38,000	40,078	-	-	-	-	-	-	-	-
15-00-5900 OTHER EXPENSES	96	500	500	500	500	500	500	500	500	500	500
** TOTAL EXPENDITURES	61,165	80,285	82,413	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050
ROAD & BRIDGE FUND NET INCOME/LOSS	(13,894)	(18,535)	(21,469)	48,450	48,450	48,450	48,450	48,450	48,450	48,450	48,450
ENDING FUND BALANCE 04/30	56,176		34,707	83,157	131,607	180,057	228,507	276,957	325,407	373,857	422,307

VILLAGE OF MAPLE PARK
MOTOR FUEL TAX FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	143,686		195,075	130,658	206,041	281,424	328,029	374,634	421,239	467,844	514,449
REVENUES											
19-00-4290 STATE OF IL-MOTOR FUEL TAX	48,341	47,822	75,283	75,283	75,283	46,505	46,505	46,505	46,505	46,505	46,505
19-00-4800 INTEREST INCOME	3,038	1,000	300	100	100	100	100	100	100	100	100
** TOTAL REVENUE	51,379	48,822	75,583	75,383	75,383	46,605	46,605	46,605	46,605	46,605	46,605
EXPENDITURES											
19-00-5200 STREET IMPROVEMENTS	-	140,000	140,000	-	-	-	-	-	-	-	-
** TOTAL EXPENDITURES	-	140,000	140,000	-	-	-	-	-	-	-	-
MOTOR FUEL TAX FUND NET INCOME/LOSS	51,379	(91,178)	(64,417)	75,383	75,383	46,605	46,605	46,605	46,605	46,605	46,605
ENDING FUND BALANCE 04/30	195,075		130,658	206,041	281,424	328,029	374,634	421,239	467,844	514,449	561,054

VILLAGE OF MAPLE PARK
WATER & SEWER FUNDS

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
52 - WATER & SEWER FUND											
BEGINNING FUND BALANCE 05/01	411,570		485,763	578,569	712,745	853,605	1,001,364	1,156,079	1,317,888	1,486,933	1,663,359
REVENUES											
52-00-4170 WATER REVENUE	205,447	212,332	230,625	225,000	229,500	234,090	238,772	243,547	248,418	253,387	258,454
52-00-4171 ALLOCATION OF WATER REVENUE	(13,537)	(13,000)	(15,169)	(14,000)	(14,280)	(14,566)	(14,857)	(15,154)	(15,457)	(15,766)	(16,082)
52-00-4180 SEWER REVENUE	205,183	212,683	235,144	230,000	234,600	239,292	244,078	248,959	253,939	259,017	264,198
52-00-4181 ALLOCATION OF SEWER REVENUE	(13,422)	(13,000)	(15,058)	(14,000)	(14,280)	(14,566)	(14,857)	(15,154)	(15,457)	(15,766)	(16,082)
52-00-4190 PENALTIES	5,405	6,000	7,273	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
52-00-4200 TURN ON/OFF REVENUE	450	500	-	400	400	400	400	400	400	400	400
52-00-4200.01 THE SETTLEMENT - TURN ON/OFF REVENUE	200	200	400	-	-	-	-	-	-	-	-
52-00-4200.02 SQUIRE'S CROSSING - TURN ON/OFF REVENUE	900	-	100	-	-	-	-	-	-	-	-
52-00-4200.03 HERITAGE HILLS - TURN ON/OFF REVENUE	100	-	500	-	-	-	-	-	-	-	-
52-00-4300.01 METER FEES - SETTLEMENT	688	-	1,376	-	-	-	-	-	-	-	-
52-00-4300.02 METER FEES - SQUIRE'S CROSSING	3,096	2,064	344	-	-	-	-	-	-	-	-
52-00-4300.03 METER FEES - HERITAGE HILLS	344	-	1,721	-	-	-	-	-	-	-	-
52-00-4460.01 SEWER INSPECT - SETTLEMENT	400	400	800	-	-	-	-	-	-	-	-
52-00-4460.02 SEWER INSPECT - SQUIRE'S CROSSING	1,800	1,200	200	-	-	-	-	-	-	-	-
52-00-4460.03 SEWER INSPECT - HERITAGE HILLS	200	-	1,000	-	-	-	-	-	-	-	-
52-00-4800 INTEREST INCOME	7,116	6,000	1,500	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
52-00-4900 OTHER REVENUE	180	200	100	100	100	100	100	100	100	100	100
52-00-4994 TRANSFER FROM UTILITY TAX	59,000	59,000	59,000	59,000	59,000	-	-	-	-	-	-
** TOTAL REVENUE	463,550	475,866	509,857	493,500	502,040	451,751	460,636	463,699	478,943	486,371	497,989
10 - WATER DIVISION EXPENDITURES											
52-10-5010 WAGES	24,763	37,192	37,192	43,613	44,485	45,375	46,283	47,208	48,152	49,116	50,098
52-10-5020 SOCIAL SECURITY EXPENSE	2,125	3,091	3,091	3,624	3,691	3,759	3,828	3,891	3,971	4,045	4,120
52-10-5030 PENSION EXPENSE	800	1,270	1,270	1,544	1,575	1,607	1,639	1,672	1,705	1,739	1,774
52-10-5040 EMPLOYEE MEDICAL INSURANCE	2,128	3,212	3,212	3,762	3,762	3,762	3,762	3,762	3,762	3,762	3,762
52-10-5100 GENERAL SUPPLIES	149	400	400	400	400	400	400	400	400	400	400
52-10-5105 METERS	4,238	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
52-10-5110 CHEMICALS	18,301	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
52-10-5120 POSTAGE	1,010	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
52-10-5250 GASOLINE & FUEL	1,012	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
52-10-5320 ENGINEERING	312	250	250	250	250	250	250	250	250	250	250
52-10-5330 LEGAL EXPENSE	-	250	250	250	250	250	250	250	250	250	250
52-10-5335 TEST EXPENSE	2,283	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
52-10-5375 ADMINISTRATIVE SERVICE CHARGE	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250
52-10-5390 OTHER PROFESSIONAL SERVICES	16,010	24,672	26,498	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
52-10-5550 SOFTWARE EXPENSE	975	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
52-10-5600 MAINTENANCE & REPAIR	43,584	47,900	55,605	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
52-10-5700 TELEPHONE	778	900	900	900	900	900	900	900	900	900	900
52-10-5730 UTILITIES	19,251	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
52-10-5740 JULIE LOCATES	248	250	250	250	250	250	250	250	250	250	250
52-10-5870 IEPA LOAN - PRINCIPAL	53,478	54,918	54,918	56,397	57,915	-	-	-	-	-	-
52-10-5880 IEPA LOAN - INTEREST	5,408	4,162	4,162	2,883	1,165	-	-	-	-	-	-
52-10-5886 IEPA LOAN - WATERMAIN	27,112	27,738	27,738	28,378	29,034	29,704	30,389	31,091	31,808	32,542	33,294
52-10-5888 IEPA LOAN - WATERMAIN	9,713	9,366	9,366	8,726	8,071	7,401	6,715	6,014	5,297	4,562	3,811
52-10-5900 OTHER EXPENSE	75	500	500	500	500	500	500	500	500	500	500
52-10-8215 VEHICLE PURCHASE	22,477	-	-	-	-	-	-	-	-	-	-
** TOTAL WATER EXPENDITURES	272,480	280,821	290,353	244,028	244,999	186,908	187,916	188,946	189,996	191,066	192,159

**VILLAGE OF MAPLE PARK
WATER & SEWER FUNDS**

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
20 - SEWER DIVISION EXPENDITURES											
52-20-5010 WAGES	21,163	33,479	33,479	39,826	40,622	41,435	42,264	43,109	43,971	44,850	45,747
52-20-5020 SOCIAL SECURITY EXPENSE	1,816	2,782	2,782	3,309	3,370	3,432	3,496	3,560	3,626	3,694	3,762
52-20-5030 PENSION EXPENSE	637	1,108	1,108	1,379	1,407	1,435	1,463	1,493	1,523	1,553	1,584
52-20-5040 EMPLOYEE MEDICAL INSURANCE	1,796	2,882	2,882	3,432	3,432	3,432	3,432	3,432	3,432	3,432	3,432
52-20-5100 GENERAL SUPPLIES	-	250	250	250	250	250	250	250	250	250	250
52-20-5110 CHEMICALS	-	250	250	250	250	250	250	250	250	250	250
52-20-5120 POSTAGE	810	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
52-20-5250 GASOLINE & FUEL	393	750	750	750	750	750	750	750	750	750	750
52-20-5320 ENGINEERING	142	250	250	250	250	250	250	250	250	250	250
52-20-5330 LEGAL EXPENSE	-	250	250	250	250	250	250	250	250	250	250
52-20-5335 TEST EXPENSE	-	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600
52-20-5375 ADMINISTRATIVE SERVICE CHARGE	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250
52-20-5390 OTHER PROFESSIONAL SERVICES	15,622	24,672	24,672	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
52-20-5400 PERMIT EXPENSE	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
52-20-5500 SOFTWARE EXPENSE	975	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
52-20-5600 MAINTENANCE & REPAIR	16,023	20,600	20,600	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
52-20-5700 TELEPHONE	1,431	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
52-20-5730 UTILITIES	14,370	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
52-20-5740 JULIE LOCATES	248	250	250	250	250	250	250	250	250	250	250
52-20-5900 OTHER EXPENSE	75	500	500	500	500	500	500	500	500	500	500
52-20-8215 VEHICLE PURCHASE	22,477	-	-	-	-	-	-	-	-	-	-
** TOTAL SEWER EXPENDITURES	116,878	124,872	126,689	115,296	116,181	117,084	118,005	118,944	119,902	120,879	121,876
TOTAL WATER & SEWER FUND EXPENDITURES											
	389,358	405,693	417,051	359,324	361,180	303,992	305,921	307,890	309,898	311,945	314,035
WATER & SEWER FUND NET INCOME/LOSS											
	74,193	70,174	92,806	134,176	140,860	147,759	154,715	161,809	169,045	176,427	183,954
ENDING FUND BALANCE 04/30	485,763		578,569	712,745	853,605	1,001,364	1,156,079	1,317,888	1,486,933	1,663,359	1,847,313
54 - WATER IMPROVEMENT ACCOUNT											
BEGINNING FUND BALANCE 05/01											
	200,882		285,169	291,704	306,204	320,984	336,050	351,407	367,061	383,018	399,284
REVENUES											
54-00-4171 ALLOCATION OF WATER REVENUE	13,537	13,000	15,169	14,000	14,280	14,566	14,857	15,154	15,457	15,766	16,082
54-00-4430.01 WATER CONNECTION - THE SETTLEMENT	5,000	5,000	10,000	-	-	-	-	-	-	-	-
54-00-4430.02 WATER CONNECTION - SQUIRE'S CROSSING	22,500	15,000	2,500	-	-	-	-	-	-	-	-
54-00-4430.03 WATER CONNECTION - HERITAGE HILLS	2,500	-	10,000	-	-	-	-	-	-	-	-
54-00-4650.01 IMPACT FEES - THE SETTLEMENT	7,258	7,498	14,744	-	-	-	-	-	-	-	-
54-00-4650.02 IMPACT FEES - SQUIRE'S CROSSING	29,912	20,245	3,374	-	-	-	-	-	-	-	-
54-00-4650.03 IMPACT FEES - HERITAGE HILLS	3,665	-	14,997	-	-	-	-	-	-	-	-
54-00-4800 INTEREST INCOME	4,039	3,000	750	500	500	500	500	500	500	500	500
54-00-4880 RIVERBOAT GRANT FUNDS	-	17,500	17,500	-	-	-	-	-	-	-	-
54-00-4994 TRANSFER FROM UTILITY TAX FUND	12,237	12,426	12,241	-	-	-	-	-	-	-	-
** TOTAL REVENUE	100,648	93,669	101,274	14,500	14,780	15,066	15,357	15,654	15,957	16,266	16,582
EXPENDITURES											
54-00-5320 ENGINEERING SERVICES	4,250	25,000	25,000	-	-	-	-	-	-	-	-
54-00-5330 LEGAL EXPENSE	-	-	44	-	-	-	-	-	-	-	-
54-00-5800 WATER IMPROVEMENT REPAIRS & MAINTENANCE	-	57,135	57,135	-	-	-	-	-	-	-	-
54-00-5900 OTHER EXPENSE	-	-	135	-	-	-	-	-	-	-	-
54-00-8205 WATERMAIN LOAN PAYMENT - PRINCIPAL	11,531	12,056	12,056	-	-	-	-	-	-	-	-
54-00-8207 WATERMAIN LOAN PAYMENT - INTEREST	580	370	370	-	-	-	-	-	-	-	-
** TOTAL EXPENDITURES	16,361	94,561	94,739	-	-	-	-	-	-	-	-
WATER IMPROVEMENT NET INCOME/LOSS											
	84,287	(892)	6,535	14,500	14,780	15,066	15,357	15,654	15,957	16,266	16,582
ENDING FUND BALANCE 04/30	285,169		291,704	306,204	320,984	336,050	351,407	367,061	383,018	399,284	415,866

VILLAGE OF MAPLE PARK
WATER & SEWER FUNDS

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
56 -SEWER IMPROVEMENT ACCOUNT											
BEGINNING FUND BALANCE 05/01	389,839		463,666	487,396	502,396	517,676	533,241	549,098	565,252	581,709	598,476
REVENUES											
56-00-4181 ALLOCATION OF SEWER REVENUE	13,422	13,000	15,058	14,000	14,280	14,566	14,857	15,154	15,457	15,766	16,082
56-00-4420 SEWER TAP	-	-	750	-	-	-	-	-	-	-	-
56-00-4420.01 SEWER TAP - SETTLEMENT	1,500	1,500	3,000	-	-	-	-	-	-	-	-
56-00-4420.02 SEWER TAP - SQUIRE'S CROSSING	6,750	4,500	750	-	-	-	-	-	-	-	-
56-00-4420.03 SEWER TAP - HERITAGE HILLS	750	-	3,000	-	-	-	-	-	-	-	-
56-00-4860 IMPACT FEES	-	-	3,749	-	-	-	-	-	-	-	-
56-00-4850.01 IMPACT FEES - THE SETTLEMENT	7,258	7,498	14,744	-	-	-	-	-	-	-	-
56-00-4850.02 IMPACT FEES - SQUIRE'S CROSSING	32,912	22,495	3,749	-	-	-	-	-	-	-	-
56-00-4850.03 IMPACT FEES - HERITAGE HILLS	3,665	-	14,997	-	-	-	-	-	-	-	-
56-00-4800 INTEREST INCOME	7,570	7,000	1,750	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
** TOTAL REVENUE	73,827	55,993	61,547	15,000	15,280	15,566	15,857	16,154	16,457	16,766	17,082
EXPENDITURES											
56-00-5600 MAINTENANCE & REPAIR	-	37,817	37,817	-	-	-	-	-	-	-	-
** TOTAL EXPENDITURES	-	37,817	37,817	-	-	-	-	-	-	-	-
SEWER IMPROVEMENT NET INCOME/LOSS	73,827	18,177	23,730	15,000	15,280	15,566	15,857	16,154	16,457	16,766	17,082
ENDING FUND BALANCE 04/30	463,666		487,396	502,396	517,676	533,241	549,098	565,252	581,709	598,476	615,557
COMBINED ENTERPRISE FUNDS ENDING FUND BALANCES	1,234,598		1,357,668	1,521,345	1,692,265	1,870,655	2,056,584	2,250,201	2,451,680	2,661,119	2,878,736



VILLAGE OF MAPLE PARK
FINANCIAL FORECAST AND ANALYSIS
WITH THE CAPITAL IMPROVEMENT PLAN/
MAINTENANCE PLAN

VILLAGE OF MAPLE PARK
GENERAL FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	288,187		300,016	303,186	196,926	71,482	(41,208)	(158,660)	(287,740)	(410,270)	(557,275)
REVENUES											
01-00-4110 REAL ESTATE TAX - DEKALB CO.	117,431	121,752	121,752	124,187	126,671	129,204	131,788	134,424	137,112	139,855	142,652
01-00-4120 REAL ESTATE TAX - KANE CO.	103,279	104,698	104,698	106,792	108,928	111,107	113,329	115,595	117,907	120,265	122,671
01-00-4220 STATE OF IL - INCOME TAX	115,677	97,729	137,550	137,550	137,550	137,550	137,550	137,550	137,550	137,550	137,550
01-00-4240 STATE OF IL-MUNICIPAL SALES TAX	156,831	105,000	120,195	120,195	120,195	120,195	120,195	120,195	120,195	120,195	120,195
01-00-4250 STATE OF IL-REPLACEMENT TAX	3,632	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01-00-4270 STATE OF IL-USE TAX	45,841	40,692	55,020	55,020	55,020	55,020	55,020	55,020	55,020	55,020	55,020
01-00-4280 STATE OF IL-VIDEO GAMING TAX	24,346	24,150	9,829	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
01-00-4281 STATE OF IL-CANNABIS TAX	214	1,200	1,048	1,048	1,048	1,048	1,048	1,048	1,048	1,048	1,048
01-00-4310 GAME LICENSE	275	250	275	275	275	275	275	275	275	275	275
01-00-4325 GOLF CART LICENSE	430	450	390	400	400	400	400	400	400	400	400
01-00-4330 CIGARETTE LICENSE	20	20	20	20	20	20	20	20	20	20	20
01-00-4340 FRANCHISE FEE LICENSE	4,446	3,500	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
01-00-4341 RAFFLE LICENSE FEE	60	40	40	40	40	40	40	40	40	40	40
01-00-4350 LIQUOR LICENSE	10,093	7,875	7,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500
01-00-4407 TEMPORARY OCCUPANCY PERMIT	1,200	-	400	-	-	-	-	-	-	-	-
01-00-4410 BUILDING PERMITS	9,253	7,500	9,994	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
01-00-4410.01 BUILDING PERMITS - SETTLEMENT	4,536	4,474	9,107	-	-	-	-	-	-	-	-
01-00-4410.02 BUILDING PERMITS - SQUIRE'S CROSSING	21,809	13,120	2,359	-	-	-	-	-	-	-	-
01-00-4410.03 BUILDING PERMITS - HERITAGE HILLS	2,239	-	11,415	-	-	-	-	-	-	-	-
01-00-4420 SOLICITOR PERMITS	100	-	-	-	-	-	-	-	-	-	-
01-00-4535.01 THE SETTLEMENT - ENGINEERING	680	-	1,360	-	-	-	-	-	-	-	-
01-00-4535.02 SQUIRE'S CROSSING - ENGINEERING	3,400	2,040	510	-	-	-	-	-	-	-	-
01-00-4535.03 HERITAGE HILLS - ENGINEERING	340	-	1,700	-	-	-	-	-	-	-	-
01-00-4550 PARK RENT	1,000	1,000	-	-	-	-	-	-	-	-	-
01-00-4550.04 RENT - GYM USE	1,255	1,000	-	-	-	-	-	-	-	-	-
01-00-4550.07 RENT - M.P. LIBRARY	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800
01-00-4550.11 RENT - KITCHEN	425	300	-	-	-	-	-	-	-	-	-
01-00-4550.17 RENT - EXERCISE ROOM	80	-	-	-	-	-	-	-	-	-	-
01-00-4560 FUTURE LINK RENT	4,410	4,620	4,620	4,830	5,040	5,250	5,460	5,670	5,880	6,090	6,300
01-00-4575 WATER & SEWER ADMIN CHARGE	32,500	32,500	32,500	32,500	32,500	32,500	32,500	32,500	32,500	32,500	32,500
01-00-4610 DEKALB COUNTY FINES	2,167	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-00-4620 KANE COUNTY FINES	1,016	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-00-4625 ORDINANCE VIOLATION FINES	2,200	1,500	3,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
01-00-4654.01 POLICE DEVELOP CONTRIB - SETTLEMENT	-	2,111	1,056	-	-	-	-	-	-	-	-
01-00-4654.02 POLICE DEVELOP CONTRIB - SQUIRE'S CROSSING	-	6,333	1,056	-	-	-	-	-	-	-	-
01-00-4654.03 POLICE DEVELOP CONTRIB - HERITAGE HILLS	-	5,278	5,278	-	-	-	-	-	-	-	-
01-00-4656.01 FACILITY DEVELOP CONTRIB - SETTLEMENT	-	3,206	1,603	-	-	-	-	-	-	-	-
01-00-4656.02 FACILITY DEVELOP CONTRIB - SQUIRE'S CROSSING	-	9,618	1,603	-	-	-	-	-	-	-	-
01-00-4656.03 FACILITY DEVELOP CONTRIB - HERITAGE HILLS	-	-	8,015	-	-	-	-	-	-	-	-
01-00-4800 INTEREST INCOME	7,093	6,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
01-00-4900 OTHER INCOME	591	500	5	500	500	500	500	500	500	500	500
01-00-4910 REIMBURSEMENT INCOME	103,153	5,000	72,543	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-00-4999 TRANSFER FROM OTHER FUNDS	-	100,000	-	-	-	-	-	-	-	-	-
** TOTAL GENERAL FUND REVENUE	786,760	718,720	741,740	640,157	644,986	649,908	654,924	660,037	665,247	670,558	675,970

VILLAGE OF MAPLE PARK
GENERAL FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
10 - ADMINISTRATION & FINANCE EXPENDITURES											
01-10-5010 WAGES - FINANCE	47,265	85,231	85,231	97,986	99,946	101,945	103,984	106,064	108,185	110,348	112,555
01-10-5010.01 WAGES - REIMBURSED (POLICE)	623	-	-	-	-	-	-	-	-	-	-
01-10-5010.02 WAGES - FUN FEST (POLICE)	3,000	3,000	-	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01-10-5010.03 WAGES - FUN FEST (PUBLIC WORKS)	1,000	1,000	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-10-5011 SALARIES - VILLAGE BOARD	11,988	12,000	12,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-10-5012 STATE UNEMPLOYMENT TAX	809	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-10-5020 SOCIAL SECURITY EXPENSE	4,808	7,733	7,733	8,257	8,407	8,560	8,716	8,875	9,037	9,203	9,372
01-10-5020.01 SOCIAL SECURITY EXPENSE - REIMBURSED	48	-	-	-	-	-	-	-	-	-	-
01-10-5030 PENSION EXPENSE	816	1,763	1,763	2,287	2,333	2,379	2,427	2,475	2,525	2,575	2,627
01-10-5040 EMPLOYEE MEDICAL INSURANCE	1,663	3,850	3,850	4,950	4,950	4,950	4,950	4,950	4,950	4,950	4,950
01-10-5120 POSTAGE	1,186	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
01-10-5155 GOLF CART LICENSE EXPENSE	95	100	100	100	100	100	100	100	100	100	100
01-10-5160 COPIER & POSTAGE MACHINE LEASE	1,135	2,733	2,733	2,733	2,733	2,733	2,733	2,733	2,733	2,733	2,733
01-10-5200 OFFICE SUPPLIES	9,660	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
01-10-5320 ENGINEERING SERVICES	7,055	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
01-10-5330 LEGAL SERVICES	20,431	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
01-10-5360 AUDIT EXPENSE	13,110	13,210	13,210	13,210	13,210	13,210	13,210	13,210	13,210	13,210	13,210
01-10-5390 OTHER PROFESSIONAL SERVICES	79,068	37,213	40,169	17,520	17,520	17,520	17,520	17,520	17,520	17,520	17,520
01-10-5420 PERMIT EXPENSE	220	100	100	-	-	-	-	-	-	-	-
01-10-5420.01 PERMIT EXPENSE - SETTLEMENT	550	600	600	-	-	-	-	-	-	-	-
01-10-5420.02 PERMIT EXPENSE - SQUIRE'S CROSSING	1,650	1,500	1,500	-	-	-	-	-	-	-	-
01-10-5420.03 PERMIT EXPENSE - HERITAGE HILLS	200	-	1,000	-	-	-	-	-	-	-	-
01-10-5500 INSURANCE EXPENSE	44,531	46,000	44,582	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000
01-10-5550 SOFTWARE EXPENSE	24	500	500	750	750	750	750	750	750	750	750
01-10-5570 DUES AND MEMBERSHIPS	4,500	5,000	5,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
01-10-5700 TELEPHONE	6,516	5,700	5,700	5,700	6,000	6,000	6,000	6,000	6,000	6,000	6,000
01-10-5900 OTHER EXPENSES	93,582	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
01-10-5900.01 FUN FEST EXPENSES	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-10-5910 EMERGENCY NOTIFICATION SYSTEM	858	900	884	900	900	900	900	900	900	900	900
01-10-5920 CONFERENCES	597	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-10-5999 TRANSFER TO OTHER FUNDS	5,000	5,000	6,331	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-10-8200 EQUIPMENT	-	-	-	1,700	-	-	-	-	-	-	-
01-10-8210 COMPUTERS	14,556	-	-	2,000	3,300	-	900	600	-	1,750	13,333
** TOTAL ADMINISTRATION & FINANCE	378,241	282,133	280,985	273,094	269,149	273,747	276,890	278,877	280,610	284,740	298,751
20 - PARKS & GROUNDS EXPENDITURES											
01-20-5010 WAGES	30,355	31,309	31,309	31,935	32,574	33,226	33,890	34,568	35,259	35,965	36,684
01-20-5020 SOCIAL SECURITY EXPENSE	2,714	2,688	2,688	2,742	2,797	2,853	2,910	2,968	3,027	3,088	3,149
01-20-5030 PENSION EXPENSE	1,419	1,405	1,405	1,462	1,462	1,492	1,521	1,552	1,583	1,614	1,647
01-20-5040 EMPLOYEE MEDICAL INSURANCE	3,858	3,858	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828
01-20-5250 GASOLINE & FUEL	518	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
01-20-5390 OTHER PROFESSIONAL SERVICES	1,475	-	-	-	-	-	-	-	-	-	-
01-20-5600 MAINTENANCE & REPAIR	2,453	9,000	8,218	6,500	6,500	6,500	6,500	6,500	6,500	25,000	20,000
01-20-5730 UTILITIES	878	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
01-20-5900 OTHER EXPENSE	73	250	250	250	250	250	250	250	250	250	250
01-20-8200 EQUIPMENT	-	-	-	2,025	3,000	-	-	-	-	-	-
** TOTAL PARKS & GROUNDS	43,743	50,681	49,899	50,914	52,611	50,348	51,099	51,866	52,647	71,945	67,758
30 - POLICE DEPARTMENT EXPENDITURES											
01-30-5010 WAGES - CHIEF	53,447	55,167	55,167	56,270	57,396	58,543	59,714	60,909	62,127	63,369	64,637
01-30-5015 WAGES - PATROLOFFICERS	60,188	89,335	89,335	110,552	115,577	117,889	120,247	122,652	125,105	127,607	130,159
01-30-5016 WAGES - TRAINING	11,127	9,334	9,334	9,334	9,334	9,906	10,104	10,306	10,512	10,722	10,937
01-30-5018 WAGES - SERGEANT	28,278	34,053	34,053	34,734	35,428	36,137	36,860	37,597	38,349	39,116	39,898
01-30-5020 SOCIAL SECURITY EXPENSE	12,781	14,878	14,878	15,176	15,479	15,789	16,105	16,427	16,755	17,091	17,432
01-30-5030 PENSION EXPENSE	2,495	2,471	2,471	2,520	2,570	2,622	2,674	2,728	2,782	2,838	2,895
01-30-5040 EMPLOYEE MEDICAL INSURANCE	6,651	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600
01-30-5100 GENERAL SUPPLIES	4,540	6,200	6,200	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-30-5250 GASOLINE & FUEL	5,427	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
01-30-5300 UNIFORM EXPENSE	1,365	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01-30-5330 LEGAL SERVICES	-	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
01-30-5550 SOFTWARE EXPENSE	-	2,670	2,670	2,670	2,670	2,670	2,670	2,670	2,670	2,670	2,670
01-30-5560 TRAINING	1,354	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
01-30-5570 DUES & MEMBERSHIPS	1,360	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
01-30-5600 MAINTENANCE & REPAIR	2,971	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01-30-5700 TELEPHONE	4,034	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-30-5750 COMMUNICATIONS	13,246	13,903	13,904	14,597	15,324	16,090	16,895	17,739	18,626	19,558	20,536
01-30-5900 OTHER EXPENSE	1,310	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
01-30-8200 EQUIPMENT	3,812	4,000	4,000	675	-	-	-	-	-	-	-
01-30-8210 COMPUTERS	-	-	-	2,000	-	4,500	900	-	600	-	-
** TOTAL POLICE DEPARTMENT	214,385	269,610	269,611	291,315	296,757	306,746	308,768	313,627	320,127	325,570	345,097

VILLAGE OF MAPLE PARK
GENERAL FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
40 - CIVIC CENTER EXPENDITURES											
01-40-5100 GENERAL SUPPLIES	1,232	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
01-40-5390 OTHER PROFESSIONAL SERVICES	50	-	-	-	-	-	-	-	-	-	-
01-40-5800 MAINTENANCE & REPAIR	11,452	63,000	18,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	10,000
01-40-5730 UTILITIES	6,283	10,000	10,000	10,000	20,000	10,000	10,000	10,000	10,000	10,000	500
01-40-5900 OTHER EXPENSE	453	500	500	500	500	500	500	500	500	500	500
** TOTAL CIVIC CENTER	19,469	75,000	30,000	27,000	37,000	27,000	27,000	27,000	27,000	27,000	12,000
50 - STREET DEPARTMENT EXPENDITURES											
01-50-5010 WAGES	30,355	31,309	31,309	31,935	32,574	33,226	33,890	34,568	35,259	35,965	36,684
01-50-5020 SOCIAL SECURITY EXPENSE	2,714	2,688	2,688	2,742	2,797	2,853	2,910	2,968	3,027	3,086	3,149
01-50-5030 PENSION EXPENSE	1,419	1,405	1,405	1,434	1,462	1,492	1,521	1,552	1,583	1,614	1,647
01-50-5040 EMPLOYEE MEDICAL INSURANCE	3,857	3,828	3,828	3,905	3,983	4,062	4,144	4,226	4,311	4,397	4,485
01-50-5175 ROAD SALT	4,849	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
01-50-5250 GASOLINE & FUEL	1,304	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
01-50-5320 ENGINEERING	397	-	-	-	-	-	-	-	-	-	-
01-50-5390 OTHER PROFESSIONAL SERVICES	14,281	5,900	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
01-50-5600 MAINTENANCE & REPAIR	7,397	10,000	8,500	8,500	19,500	8,500	8,500	8,500	8,500	8,500	8,500
01-50-5620 STREET MAINTENANCE	9,004	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
01-50-5621 TREE MAINTENANCE	5,400	10,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
01-50-5622 STREET SIGN INSTALLATION	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
01-50-5730 UTILITIES	14,940	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
01-50-5900 OTHER EXPENSE	689	500	500	500	500	500	500	500	500	500	500
01-50-8200 EQUIPMENT	-	675	-	675	-	-	3,000	11,250	-	-	-
01-50-8200 COMPUTERS	-	-	-	333	-	-	-	-	-	-	-
01-50-8215 VEHICLE PURCHASE	22,477	-	-	-	-	-	-	-	-	-	-
** TOTAL STREET DEPARTMENT	119,093	107,806	100,731	102,524	113,316	103,132	106,965	116,064	105,680	106,564	107,465

60 - EMERGENCY MANAGEMENT DEPARTMENT EXPENDITURES

01-60-5010 WAGES	-	1,200	1,200	1,224	1,248	1,273	1,299	1,325	1,351	1,378	1,406
01-60-5020 SOCIAL SECURITY EXPENSE	-	95	95	97	99	101	103	105	108	110	112
01-60-5030 PENSION EXPENSE	-	48	48	49	50	51	52	53	54	55	56
01-60-5100 SUPPLIES	-	1,000	1,000	200	200	200	200	200	200	200	200
01-60-5600 MAINTENANCE & REPAIR	-	5,000	5,000	-	-	-	-	-	-	-	-

** TOTAL EMERGENCY MANAGEMENT DEPARTMENT

	-	7,343	7,343	1,570	1,598	1,626	1,654	1,683	1,713	1,743	1,774
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TOTAL GENERAL FUND REVENUES

	786,760	718,720	741,740	640,157	644,986	649,908	654,924	660,037	665,247	670,558	675,970
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TOTAL GENERAL FUND EXPENDITURES

	774,932	792,573	738,569	746,417	770,430	762,599	772,376	789,117	787,777	817,562	832,844
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GENERAL FUND NET INCOME/LOSS

	11,829	(73,853)	3,170	(106,260)	(125,444)	(112,691)	(117,452)	(129,080)	(122,530)	(147,004)	(156,874)
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ENDING FUND BALANCE 04/30

	300,016		303,186	196,926	71,482	(41,208)	(158,660)	(287,740)	(410,270)	(557,275)	(714,149)
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REQUIRED FUND BALANCE

	193,733		184,642	186,604	192,608	190,650	193,094	197,279	196,944	204,391	208,211
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EXCESS FUND BALANCE

	106,283		118,544	10,322	(121,125)	(231,858)	(351,754)	(485,020)	(607,215)	(761,665)	(922,360)
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VILLAGE OF MAPLE PARK
UTILITY TAX FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	560,784		537,147	508,330	502,507	507,139	573,139	602,139	634,389	700,389	766,389
REVENUES											
12-00-4140.10 TELECOMMUNICATIONS TAX	16,232	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
12-00-4140.30 COM ED - UTILITY TAX	33,440	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
12-00-4140.40 NICOR GAS - UTILITY TAX	17,053	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
12-00-4746 POLICE GRANTS	8,586	-	100	-	-	-	-	-	-	-	-
12-00-4750 VEHICLE LOAN PROCEEDS	37,000	-	-	-	-	-	-	-	-	-	-
12-00-4751 DEKALB COUNTY COMMUNITY GRANT	-	10,000	10,000	-	-	-	-	-	-	-	-
12-00-4800 INTEREST INCOME	9,533	8,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
12-00-4992 TRANSFER FROM GENERAL FUND	5,000	5,000	6,331	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
** TOTAL REVENUE	126,845	82,000	77,431	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000
EXPENDITURES											
12-00-5992 TRANSFER TO WATER & SEWER FUND	59,000	59,000	59,000	59,000	59,000	-	-	-	-	-	-
12-00-5993 TRANSFER TO WATER IMPROVEMENT	12,237	12,426	12,241	-	-	-	-	-	-	-	-
12-00-5999 TRANSFER TO OTHER FUNDS	-	100,000	-	-	-	-	-	-	-	-	-
12-00-8102 CIVIC CENTER IMPROVEMENTS	7,361	-	-	-	-	-	-	-	-	-	-
12-00-8200 EQUIPMENT											
12-00-8200 COMPUTERS							24,000	33,750	-	-	15,000
12-00-8401 POLICE VEHICLE	43,865	-	-	-	-	-	13,000	-	-	-	-
12-00-8401 POLICE GRANT PURCHASES	9,321	-	6,674	-	-	-	-	-	-	-	-
12-00-8413 POLICE VEHICLE LOAN - PRINCIPAL	7,936	5,433	5,433	-	-	-	-	-	-	-	-
12-00-8420 POLICE VEHICLE LOAN - INTEREST	373	77	77	-	-	-	-	-	-	-	-
12-00-8421 DEKALB COUNTY COMMUNITY GRANT EXPENSES	-	10,000	10,000	-	-	-	-	-	-	-	-
12-00-8425 POLICE VEHICLE LOAN - PRINCIPAL	9,777	12,274	12,274	12,589	2,360	-	-	-	-	-	-
12-00-8426 POLICE VEHICLE LOAN - INTEREST	611	549	549	234	8	-	-	-	-	-	-
** TOTAL EXPENDITURES	150,482	198,759	106,248	71,823	61,368	-	37,000	33,750	-	-	15,000
UTILITY TAX FUND NET INCOME/LOSS	(23,637)	(117,759)	(28,817)	(5,823)	4,632	66,000	29,000	32,250	66,000	66,000	51,000
ENDING FUND BALANCE 04/30	537,147		508,330	502,507	507,139	573,139	602,139	634,389	700,389	766,389	817,389

**VILLAGE OF MAPLE PARK
TIF DISTRICT**

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	86,764		169,667	353,147	3,102,946	2,252,123	1,431,183	1,528,857	1,632,768	1,735,540	1,252,301
REVENUES											
13-00-4110 TIF TAX - DEKALB CO.*	12,161	12,000	13,572	14,250	14,963	15,711	16,497	17,322	18,188	19,097	20,052
13-00-4120 TIF TAX - KANE CO.	77,666	80,000	208,113	286,748	292,055	297,447	302,924	308,488	314,138	319,876	325,700
BOND REVENUE				2,700,000							
** TOTAL REVENUE	89,827	92,000	221,684	3,000,998	307,018	313,158	319,421	325,810	332,326	338,973	345,752
EXPENDITURES											
13-00-5350 AUDIT EXPENSE	-	260	260	300	300	300	300	300	300	300	300
13-00-8417 TIF LEGAL FEES	6,924	7,500	7,014	7,154	7,297	7,443	7,592	7,744	7,899	8,057	8,218
13-00-8418 TIF IMPROVEMENTS - General Improvements Asst. Grants	-	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
TIF IMPROVEMENTS - Television/rooft cutting/jetting - Area 1 (2021), Area 2 (2022), Area 4 (2023, \$45,036 X 50% in TIF = \$22,518, \$22,518 Balance in Road & Bridge) and Water Tower Construction and Existing Tower Rehab. \$1,825,000 = \$912,500 in FY2023 and FY2024) 3% increase per year for jetting.	-	15,930	15,930	29,891	936,389	912,500	198,855	-	-	-	-
13-00-8418 BOND PAYMENT	-	-	-	198,855	198,855	198,855	198,855	198,855	198,855	198,855	198,855
WAYSIDE HORNS - PRELIMINARY ENGINEERING									7,500	600,000	
WAYSIDE HORNS - HORN INSTALLATION											
** TOTAL EXPENDITURES	6,924	23,690	38,204	251,200	1,157,841	1,134,098	221,747	221,899	229,554	822,212	222,373
TIF DISTRICT FUND NET INCOME/LOSS	82,903	68,310	183,480	2,749,798	(850,823)	(820,940)	97,674	103,911	102,772	(483,239)	123,379
ENDING FUND BALANCE 04/30	169,667		353,147	3,102,946	2,252,123	1,431,183	1,528,857	1,632,768	1,735,540	1,252,301	1,375,680

*Total Real Estate Tax Increment was based on Estimated EAV from Kane County. Used a 5% increase for DeKalb County with the balance in Kane County.

*Total Real Estate Tax Increment was based on Estimated EAV from Kane County. Used a 5% increase for DeKalb County with the balance in Kane County.

VILLAGE OF MAPLE PARK
ROAD & BRIDGE FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	70,070		56,176	34,707	78,157	102,718	126,168	174,618	223,068	231,518	279,968
REVENUES											
15-00-4100 VEHICLE LICENSE FEES	20,045	24,000	24,500	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
15-00-4110 REAL ESTATE TAX-DEKALB COUNTY	4,731	4,500	3,923	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
15-00-4120 REAL ESTATE TAX-KANE COUNTY	20,904	20,000	21,521	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
15-00-4260 VIRGIL TWPSP. REPLACE. TAX	274	250	250	250	250	250	250	250	250	250	250
15-00-4652.01 ROADS DEVELOPMENT CONTRIB - SETTLEMENT	-	3,000	1,500	-	-	-	-	-	-	-	-
15-00-4652.02 ROADS DEVELOPMENT CONTRIB - SQUIRE'S CROSS	-	9,000	1,500	-	-	-	-	-	-	-	-
15-00-4652.03 ROADS DEVELOPMENT CONTRIB - HERITAGE HILLS	-	-	7,500	-	-	-	-	-	-	-	-
15-00-4800 INTEREST INCOME	1,317	1,000	250	250	250	250	250	250	250	250	250
** TOTAL REVENUE	47,271	61,750	60,944	49,500	49,500	49,500	49,500	49,500	49,500	49,500	49,500
EXPENDITURES											
15-00-5100 GENERAL SUPPLIES	554	500	550	550	550	550	550	550	550	550	550
15-00-5320 ENGINEERING SERVICES	15,815	41,285	41,285	-	-	-	-	-	40,000	-	61,800
15-00-5390 OTHER PROFESSIONAL SERVICES	-	-	-	5,000	-	-	-	-	-	-	-
15-00-5620 STREET MAINTENANCE**	44,700	38,000	40,078	-	23,889	25,000	-	-	-	-	-
15-00-5900 OTHER EXPENSES	96	500	500	500	500	500	500	500	500	500	500
** TOTAL EXPENDITURES	61,165	80,285	82,413	6,050	24,939	26,050	1,050	1,050	41,050	1,050	62,850
ROAD & BRIDGE FUND NET INCOME/LOSS	(13,894)	(18,535)	(21,469)	43,450	24,561	23,450	48,450	48,450	8,450	48,450	(13,350)
ENDING FUND BALANCE 04/30	56,176		34,707	78,157	102,718	126,168	174,618	223,068	231,518	279,968	266,618

**Television/root cutting/jetting - Area 1 (2020), Area 2 (2021),
Area 4 (2023, \$45,036 X 50% in TIF = \$22,518, \$22,518
Balance in Road & Bridge) 3% increase per year for jetting.

VILLAGE OF MAPLE PARK
MOTOR FUEL TAX FUND

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
BEGINNING FUND BALANCE 05/01	143,696		195,075	130,658	186,041	261,424	308,029	354,634	361,239	407,844	454,449
REVENUES											
19-00-4290 STATE OF IL-MOTOR FUEL TAX	48,341	47,822	75,283	75,283	75,283	46,505	46,505	46,505	46,505	46,505	46,505
19-00-4800 INTEREST INCOME	3,038	1,000	300	100	100	100	100	100	100	100	100
** TOTAL REVENUE	51,379	48,822	75,583	75,383	75,383	46,605	46,605	46,605	46,605	46,605	46,605
EXPENDITURES											
19-00-5320 ENGINEERING	-	-	-	20,000	-	-	-	40,000	-	-	-
19-00-5200 STREET IMPROVEMENTS	-	140,000	140,000	-	-	-	-	-	-	-	-
** TOTAL EXPENDITURES	-	140,000	140,000	20,000	-	-	-	40,000	-	-	-
MOTOR FUEL TAX FUND NET INCOME/LOSS	51,379	(91,178)	(64,417)	55,383	75,383	46,605	46,605	6,605	46,605	46,605	46,605
ENDING FUND BALANCE 04/30	195,075		130,658	186,041	261,424	308,029	354,634	361,239	407,844	454,449	501,054

VILLAGE OF MAPLE PARK
WATER & SEWER FUNDS

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
52 - WATER & SEWER FUND											
BEGINNING FUND BALANCE 05/01	411,570		485,763	578,569	683,727	784,587	920,446	995,462	1,129,620	1,293,665	1,470,091
REVENUES											
52-00-4170 WATER REVENUE	205,447	212,332	230,625	225,000	229,500	234,090	238,772	243,547	248,418	253,387	258,454
52-00-4171 ALLOCATION OF WATER REVENUE	(13,537)	(13,000)	(15,169)	(14,000)	(14,280)	(14,566)	(14,857)	(15,154)	(15,457)	(15,766)	(16,082)
52-00-4180 SEWER REVENUE	205,183	212,683	235,144	230,000	234,600	239,292	244,078	248,959	253,939	259,017	264,198
52-00-4181 ALLOCATION OF SEWER REVENUE	(13,422)	(13,000)	(15,058)	(14,000)	(14,280)	(14,566)	(14,857)	(15,154)	(15,457)	(15,766)	(16,082)
52-00-4190 PENALTIES	5,405	6,000	7,273	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
52-00-4200 TURN ON/OFF REVENUE	450	500	400	400	400	400	400	400	400	400	400
52-00-4200.01 THE SETTLEMENT - TURN ON/OFF REVENUE	200	200	400	-	-	-	-	-	-	-	-
52-00-4200.02 SQUIRE'S CROSSING - TURN ON/OFF REVENUE	900	600	100	-	-	-	-	-	-	-	-
52-00-4200.03 HERITAGE HILLS - TURN ON/OFF REVENUE	100	-	500	-	-	-	-	-	-	-	-
52-00-4300.01 METER FEES - SETTLEMENT	688	688	1,376	-	-	-	-	-	-	-	-
52-00-4300.02 METER FEES - SQUIRE'S CROSSING	3,096	2,064	344	-	-	-	-	-	-	-	-
52-00-4300.03 METER FEES - HERITAGE HILLS	344	-	1,721	-	-	-	-	-	-	-	-
52-00-4460.01 SEWER INSPECT - SETTLEMENT	400	400	800	-	-	-	-	-	-	-	-
52-00-4460.02 SEWER INSPECT - SQUIRE'S CROSSING	1,800	1,200	200	-	-	-	-	-	-	-	-
52-00-4460.03 SEWER INSPECT - HERITAGE HILLS	200	-	1,000	-	-	-	-	-	-	-	-
52-00-4800 INTEREST INCOME	7,116	6,000	1,500	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
52-00-4900 OTHER REVENUE	180	200	100	100	100	100	100	100	100	100	100
52-00-4994 TRANSFER FROM UTILITY TAX	59,000	59,000	59,000	59,000	59,000	-	-	-	-	-	-
** TOTAL REVENUE	463,550	475,866	509,857	493,500	502,040	451,751	460,636	469,699	478,943	488,371	497,989
10 - WATER DIVISION EXPENDITURES											
52-10-5010 WAGES	24,763	37,192	37,192	43,613	44,485	45,375	46,283	47,208	48,152	49,116	50,098
52-10-5020 SOCIAL SECURITY EXPENSE	2,125	3,091	3,091	3,624	3,691	3,759	3,828	3,899	3,971	4,045	4,120
52-10-5030 PENSION EXPENSE	800	1,270	1,270	1,544	1,575	1,607	1,639	1,672	1,705	1,739	1,774
52-10-5040 EMPLOYEE MEDICAL INSURANCE	2,128	3,212	3,212	3,762	3,762	3,762	3,762	3,762	3,762	3,762	3,762
52-10-5100 GENERAL SUPPLIES	149	400	400	400	400	400	400	400	400	400	400
52-10-5105 METERS	4,238	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
52-10-5110 CHEMICALS	18,301	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
52-10-5120 POSTAGE	1,010	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
52-10-5250 GASOLINE & FUEL	1,012	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
52-10-5320 ENGINEERING	312	250	250	250	250	250	250	250	250	250	250
52-10-5330 LEGAL EXPENSE	-	250	250	250	250	250	250	250	250	250	250
52-10-5335 TEST EXPENSE	2,283	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
52-10-5375 ADMINISTRATIVE SERVICE CHARGE	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250
52-10-5390 OTHER PROFESSIONAL SERVICES	16,010	24,672	26,498	18,000	48,000	18,000	18,000	18,000	18,000	18,000	18,000
52-10-5550 SOFTWARE EXPENSE	975	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
52-10-5600 MAINTENANCE & REPAIR	43,584	47,900	55,605	21,000	20,000	21,900	86,700	15,000	15,000	10,000	48,000
52-10-5700 TELEPHONE	778	900	900	900	900	900	900	900	900	900	900
52-10-5730 UTILITIES	19,251	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
52-10-5740 JULIE LOCATES	248	250	250	250	250	250	250	250	250	250	250
52-10-5870 IEPA LOAN - PRINCIPAL	53,478	54,918	54,918	56,397	57,915	-	-	-	-	-	-
52-10-5880 IEPA LOAN - INTEREST	5,408	4,162	4,162	2,683	1,165	-	-	-	-	-	-
52-10-5886 IEPA LOAN - WATERMAIN	27,112	27,738	27,738	28,378	29,034	29,704	30,389	31,091	31,808	32,542	33,294
52-10-5888 IEPA LOAN - WATERMAIN	9,713	9,366	9,366	8,726	8,071	7,401	6,715	6,014	5,297	4,562	3,811
52-10-5900 OTHER EXPENSE	75	500	500	500	500	500	500	500	500	500	500
52-10-8210 EQUIPMENT	-	-	-	675	-	-	-	11,250	-	-	13,333
52-10-8201 COMPUTERS	-	-	-	333	-	-	-	150	-	-	-
52-10-8215 VEHICLE PURCHASE	22,477	-	-	-	-	-	-	-	-	-	-
** TOTAL WATER EXPENDITURES	272,480	280,621	290,353	256,036	284,999	198,808	264,616	205,346	194,996	191,066	243,492

VILLAGE OF MAPLE PARK
WATER & SEWER FUNDS

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
20 - SEWER DIVISION EXPENDITURES											
52-20-5010 WAGES	21,163	33,479	33,479	39,826	40,622	41,435	42,264	43,109	43,971	44,850	45,747
52-20-5020 SOCIAL SECURITY EXPENSE	1,816	2,782	2,782	3,309	3,370	3,432	3,496	3,560	3,626	3,694	3,762
52-20-5030 PENSION EXPENSE	637	1,108	1,108	1,379	1,407	1,435	1,463	1,493	1,523	1,553	1,584
52-20-5040 EMPLOYEE MEDICAL INSURANCE	1,796	2,882	2,882	3,432	3,432	3,432	3,432	3,432	3,432	3,432	3,432
52-20-5100 GENERAL SUPPLIES	149	250	250	250	250	250	250	250	250	250	250
52-20-5110 CHEMICALS	-	250	250	250	250	250	250	250	250	250	250
52-20-5120 POSTAGE	810	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
52-20-5250 GASOLINE & FUEL	393	750	750	750	750	750	750	750	750	750	750
52-20-5320 ENGINEERING	142	250	250	250	250	250	250	250	250	250	250
52-20-5330 LEGAL EXPENSE	-	250	250	250	250	250	250	250	250	250	250
52-20-5335 TEST EXPENSE	-	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600
52-20-5375 ADMINISTRATIVE SERVICE CHARGE	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250	16,250
52-20-5390 OTHER PROFESSIONAL SERVICES	15,622	24,672	26,498	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
52-20-5400 PERMIT EXPENSE	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
52-20-5550 SOFTWARE EXPENSE	975	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
52-20-5600 MAINTENANCE & REPAIR	16,023	20,600	20,600	26,000	10,000	10,000	10,000	10,000	10,000	10,000	14,000
52-20-5700 TELEPHONE	1,431	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
52-20-5730 UTILITIES	14,370	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
52-20-5740 JULIE LOCATES	248	250	250	250	250	250	250	250	250	250	250
52-20-5900 OTHER EXPENSE	75	500	500	500	500	500	500	500	500	500	500
52-20-8200 EQUIPMENT	-	-	-	675	-	-	3,000	11,250	-	-	13,333
52-20-8210 COMPUTERS	-	-	-	334	-	-	-	-	-	-	-
52-20-8215 VEHICLE PURCHASE	22,477	-	-	-	-	-	-	-	-	-	-
** TOTAL SEWER EXPENDITURES											
	116,878	124,872	126,699	132,306	116,181	117,084	121,005	130,194	119,902	120,879	139,209
TOTAL WATER & SEWER FUND EXPENDITURES											
	389,358	405,693	417,051	388,341	401,180	315,892	385,621	335,540	314,898	311,945	382,701
WATER & SEWER FUND NET INCOME/LOSS											
	74,193	70,174	92,806	105,159	100,860	135,859	75,015	134,159	164,045	176,427	115,287
ENDING FUND BALANCE 04/30											
	485,763		578,569	683,727	784,587	920,446	995,462	1,129,620	1,293,665	1,470,091	1,585,379
54 - WATER IMPROVEMENT ACCOUNT											
BEGINNING FUND BALANCE 05/01											
	200,882		285,169	291,704	306,204	320,984	336,050	351,407	367,061	383,018	399,284
REVENUES											
54-00-4171 ALLOCATION OF WATER REVENUE	13,537	13,000	15,169	14,000	14,280	14,566	14,857	15,154	15,457	15,766	16,082
54-00-4430.01 WATER CONNECTION - THE SETTLEMENT	5,000	5,000	10,000	-	-	-	-	-	-	-	-
54-00-4430.02 WATER CONNECTION - SQUIRE'S CROSSING	22,500	15,000	2,500	-	-	-	-	-	-	-	-
54-00-4430.03 WATER CONNECTION - HERITAGE HILLS	2,500	-	10,000	-	-	-	-	-	-	-	-
54-00-4650.01 IMPACT FEES - THE SETTLEMENT	7,258	7,498	14,744	-	-	-	-	-	-	-	-
54-00-4650.02 IMPACT FEES - SQUIRE'S CROSSING	29,912	20,245	3,374	-	-	-	-	-	-	-	-
54-00-4650.03 IMPACT FEES - HERITAGE HILLS	3,665	-	14,997	-	-	-	-	-	-	-	-
54-00-4800 INTEREST INCOME	4,039	3,000	750	500	500	500	500	500	500	500	500
54-00-4880 RIVERBOAT GRANT FUNDS	-	17,500	17,500	-	-	-	-	-	-	-	-
54-00-4994 TRANSFER FROM UTILITY TAX FUND	12,237	12,426	12,241	-	-	-	-	-	-	-	-
** TOTAL REVENUE											
	100,648	93,669	101,274	14,500	14,780	15,066	15,357	15,654	15,957	16,266	16,582
EXPENDITURES											
54-00-5320 ENGINEERING SERVICES	4,250	25,000	25,000	-	-	-	-	-	-	-	-
54-00-5330 LEGAL EXPENSE	-	-	44	-	-	-	-	-	-	-	-
54-00-5600 WATER IMPROVEMENT REPAIRS & MAINTENANCE	-	57,135	57,135	-	-	-	-	-	-	-	-
54-00-5900 OTHER EXPENSE	-	-	135	-	-	-	-	-	-	-	-
54-00-8205 WATERMAIN LOAN PAYMENT - PRINCIPAL	11,531	12,056	12,056	-	-	-	-	-	-	-	-
54-00-8207 WATERMAIN LOAN PAYMENT - INTEREST	580	370	370	-	-	-	-	-	-	-	-
** TOTAL EXPENDITURES											
	16,361	94,561	94,739	-	-	-	-	-	-	-	-
WATER IMPROVEMENT NET INCOME/LOSS											
	84,287	(892)	6,535	14,500	14,780	15,066	15,357	15,654	15,957	16,266	16,582
ENDING FUND BALANCE 04/30											
	285,169		291,704	306,204	320,984	336,050	351,407	367,061	383,018	399,284	415,866

VILLAGE OF MAPLE PARK
WATER & SEWER FUNDS

	FY 2020 Actuals	FY 2021 Budget	Estimated Totals for FY 2021	Estimated Totals for FY 2022	Estimated Totals for FY 2023	Estimated Totals for FY 2024	Estimated Totals for FY 2025	Estimated Totals for FY 2026	Estimated Totals for FY 2027	Estimated Totals for FY 2028	Estimated Totals for FY 2029
56 -SEWER IMPROVEMENT ACCOUNT											
BEGINNING FUND BALANCE 05/01	389,839		463,666	487,396	502,396	517,676	463,241	449,098	465,252	481,709	496,476
REVENUES											
56-00-4181 ALLOCATION OF SEWER REVENUE	13,422	13,000	15,058	14,000	14,280	14,566	14,857	15,154	15,457	15,766	16,082
56-00-4420 SEWER TAP	-	-	750	-	-	-	-	-	-	-	-
56-00-4420.01 SEWER TAP - SETTLEMENT	1,500	1,500	3,000	-	-	-	-	-	-	-	-
56-00-4420.02 SEWER TAP - SQUIRE'S CROSSING	6,750	4,500	750	-	-	-	-	-	-	-	-
56-00-4420.03 SEWER TAP - HERITAGE HILLS	750	-	3,000	-	-	-	-	-	-	-	-
56-00-4650 IMPACT FEES	-	-	3,749	-	-	-	-	-	-	-	-
56-00-4650.01 IMPACT FEES - THE SETTLEMENT	7,258	7,498	14,744	-	-	-	-	-	-	-	-
56-00-4650.02 IMPACT FEES - SQUIRE'S CROSSING	32,912	22,495	3,749	-	-	-	-	-	-	-	-
56-00-4650.03 IMPACT FEES - HERITAGE HILLS	3,665	-	14,997	-	-	-	-	-	-	-	-
56-00-4800 INTEREST INCOME	7,570	7,000	1,750	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
** TOTAL REVENUE	73,827	55,993	61,547	15,000	15,280	15,566	15,657	16,154	16,457	16,766	17,082
EXPENDITURES											
56-00-5600 MAINTENANCE & REPAIR	-	37,817	37,817	-	-	70,000	-	-	-	-	-
56-00-5390 OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-	30,000	-	-	-	-
WWTP Land Purchase	-	37,817	37,817	-	-	70,000	30,000	-	-	-	-
** TOTAL EXPENDITURES	-	37,817	37,817	-	-	70,000	30,000	-	-	-	-
SEWER IMPROVEMENT NET INCOME/LOSS	73,827	18,177	23,730	15,000	15,280	(54,434)	(14,143)	16,154	16,457	16,766	17,082
ENDING FUND BALANCE 04/30	463,666		487,396	502,396	517,676	463,241	449,098	465,252	481,709	496,476	515,557
COMBINED ENTERPRISE FUNDS ENDING FUND BALANCES	1,234,598		1,357,668	1,492,327	1,623,247	1,719,737	1,795,967	1,961,933	2,158,392	2,367,851	2,516,802