

CITY OF HIGHWOOD
SPECIAL MEETING OF THE CITY COUNCIL
CITY COUNCIL CHAMBERS
Wednesday February 15, 2017 at 6:00 P.M.
AGENDA

Call to Order

- 1. Roll Call**
- 2. Pledge of Allegiance**

Action Items

- 3. Unfinished Business**
- 4. New Business**
 - 4.1. Discussion on Budget Review FYE 2018
 - 4.2. Discussion on Project Prioritization
 - 4.3. Discussion on City Owned Property Planning
- 5. Executive Session**
- 6. Any Action Necessary Coming Out of Executive Session**
- 7. Adjournment**

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
GENERAL FUND REVENUE	\$ 5,122,902	\$ 4,852,228	\$ 5,101,654	5,010,183	\$ 4,885,183	\$ 125,000	\$ 4,971,403	\$ 5,001,598
TOTAL REVENUE	\$ 5,122,902	\$ 4,852,228	\$ 5,101,654	\$ 5,010,183	\$ 4,885,183	\$ 125,000	\$ 4,971,403	\$ 5,001,598
DEPARTMENT EXPENDITURES								
ADMIN/FINANCE	467,125	503,103	534,785	521,888	501,388	20,500	547,917	527,946
LEGAL	140,347	244,600	244,600	180,600	180,600	-	190,600	190,600
POLICE	1,896,289	1,974,944	1,900,179	2,224,534	2,026,534	198,000	2,137,875	2,130,996
FIRE	1,402,528	1,078,590	1,133,693	824,551	824,551	-	835,895	862,775
FIRE ALARM (DEPT. 23)	64,716	54,861	54,861	54,861	54,861	-	54,861	54,861
STREETS	651,694	577,885	606,558	1,119,044	964,044	155,000	858,628	856,007
BUILDING	104,135	215,920	170,650	195,154	195,154	-	199,026	203,089
PARKS & RECREATION	107,428	145,643	140,098	157,657	147,657	10,000	150,664	153,849
NARCOTICS	-	-	-	-	-	-	-	-
DUI	-	4,500	2,800	4,500	4,500	-	4,500	4,500
2% FIRE INSURANCE	5,773	-	-	-	-	-	-	-
PARKING	13,553	-	-	-	-	-	-	-
SUB-TOTAL	4,853,588	4,800,046	4,788,223	5,282,790	4,899,290	383,500	4,979,967	4,984,622
OTHER FINANCING USES	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 4,853,588	\$ 4,800,046	\$ 4,788,223	\$ 5,282,790	\$ 4,899,290	\$ 383,500	\$ 4,979,967	\$ 4,984,622
REVENUE OVER (UNDER) EXPENDITURES	269,314	52,182	313,430	(272,607)	(14,107)	(258,500)	(8,564)	16,976
BEGINNING FUND BALANCE	1,124,851	1,394,165	1,394,165	1,707,595	1,707,595	-	1,434,988	1,426,425
ENDING FUND BALANCE	\$ 1,394,165	1,446,347	\$ 1,707,595	\$ 1,434,988	\$ 1,693,488	\$ (258,500)	\$ 1,426,425	\$ 1,443,401

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - REVENUE

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONAR	FY19 FORECAST	FY20 FORECAST
REVENUE								
LOCAL TAXES								
REAL ESTATE TAX - CORPORATE	\$ 751,171	\$ 832,452	\$ 832,453	823,051	\$ 823,051		\$ 823,051	\$ 823,051
REAL ESTATE TAX - POLICE PENSION	267,185	268,533	268,534	309,839	309,839	-	331,528	354,735
REAL ESTATE TAX - FIRE PENSION	120,163	92,615	92,616	93,301	93,301	-	99,832	106,820
REAL ESTATE TAX - NSSRA	44,730	45,000	45,000	45,000	45,000		45,000	45,000
UTILITY TAX - TELECOMMUNICATION	139,146	115,000	115,000	115,000	115,000	-	110,000	110,000
UTILITY TAX - ELECTRIC	124,228	130,000	130,000	130,000	130,000	-	130,000	130,000
UTILITY TAX - NATURAL GAS	68,958	95,000	80,000	80,000	80,000	-	80,000	80,000
2% FOREIGN FIRE TAX	-	2,000	-	-	-	-	-	-
GASOLINE TAX	118,715	115,000	118,715	115,000	115,000	-	115,000	115,000
SUB-TOTAL	1,634,296	1,695,600	1,682,318	1,711,191	1,711,191	-	1,734,411	1,764,606
LICENSE REVENUE								
LIQUOR LICENSES	132,797	110,000	110,000	110,000	110,000	-	110,000	110,000
VEHICLE LICENSES	133,570	140,000	125,000	125,000	-	125,000	125,000	125,000
BUSINESS LICENSES	8,000	7,500	7,500	7,500	7,500	-	7,500	7,500
GREASE TRAP FEES	1,610	1,500	1,540	1,500	1,500	-	1,500	1,500
OTHER LICENSES	37,905	30,000	30,000	30,000	30,000	-	30,000	30,000
SUB-TOTAL	313,882	289,000	274,040	274,000	149,000	125,000	274,000	274,000
PERMIT REVENUE								
BUILDING PERMITS	108,422	90,000	80,000	80,000	80,000	-	80,000	80,000
PARKING REVENUES	53,280	40,000	40,000	40,000	40,000	-	40,000	40,000
CABLE FRANCHISE FEES	57,316	46,000	46,000	46,000	46,000	-	46,000	46,000
VALET PARKING PERMITS	3,000	3,000	4,500	3,000	3,000	-	3,000	3,000
MISC PERMITS	4,050	2,000	2,500	2,500	2,500	-	2,500	2,500
SUB-TOTAL	226,068	181,000	173,000	171,500	171,500	-	171,500	171,500
INTERGOVERNMENTAL REVENUE								
STATE INCOME TAX	547,864	551,310	550,000	551,310	551,310	-	551,310	551,310
PERSONAL PROPERTY REPLACEMENT TAX	6,886	7,300	6,800	7,300	7,300	-	7,300	7,300
GRANTS	9,070	-	9,000	-	-	-	-	-
SALES TAX - REGULAR	508,518	518,000	541,253	541,253	541,253	-	541,253	541,253
SALES TAX - HOME RULE	702,143	660,000	783,411	783,411	783,411	-	783,411	783,411
LOCAL USE TAX	124,769	127,018	120,000	127,018	127,018	-	127,018	127,018
SUB-TOTAL	1,899,250	1,863,628	2,010,464	2,010,292	2,010,292	-	2,010,292	2,010,292

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - REVENUE

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONAR	FY19 FORECAST	FY20 FORECAST
FINES & FORFEITURES								
COURT FINES	46,982	55,000	50,000	50,000	50,000	-	50,000	50,000
POLICE FINES	30,865	30,000	30,000	30,000	30,000	-	30,000	30,000
PD BOOT, ADMIN, VEHICLE STORAGE	1,700	2,000	1,700	1,700	1,700	-	1,700	1,700
DUI FINES	-	-	35	-	-	-	-	-
COLLECTIONS	23,679	-	-	-	-	-	-	-
ZONING/PLANNING FEES	2,700	2,500	2,500	2,500	2,500	-	2,500	2,500
BUILDING FEES & REIMBURSEMENTS	6,632	6,000	6,000	6,000	6,000	-	6,000	6,000
RENTAL INSPECTION FEES	48,430	60,000	150,000	112,000	112,000	-	125,000	125,000
MISC FEES & FINES	9,523	5,000	7,000	5,000	5,000	-	5,000	5,000
NORDSTROM FUND	374	-	98	-	-	-	-	-
AMBULANCE SERVICE	87,611	10,000	2,968	-	-	-	-	-
SUB-TOTAL	258,496	170,500	250,301	207,200	207,200	-	220,200	220,200
CHARGES FOR SERVICES								
SALE OF PROPERTY	61,200	100,000	50,000	75,000	75,000	-	-	-
ALARM SYSTEMS & CALLS	120,323	100,000	100,000	100,000	100,000	-	100,000	100,000
RECYCLING REBATE	1,027	1,500	1,541	1,000	1,000	-	1,000	1,000
MISC CHARGES FOR SERVICE	200	-	200	-	-	-	-	-
SUB-TOTAL	182,750	201,500	151,741	176,000	176,000	-	101,000	101,000
MISCELLANEOUS INCOME								
INTEREST ON INVESTMENTS	1,803	1,000	450	1,000	1,000	-	1,000	1,000
ANTENNA RENTALS	350,196	259,000	278,885	259,000	259,000	-	259,000	259,000
MISC PROPERTY RENTAL	6,000	6,000	6,000	6,000	6,000	-	6,000	6,000
REFUNDS & REIMBURSEMENTS	39,049	10,000	95,455	10,000	10,000	-	10,000	10,000
PD SEIZED VEHICLES	25,600	25,000	20,000	25,000	25,000	-	25,000	25,000
PARK/REC RENTALS	171,912	140,000	150,000	150,000	150,000	-	150,000	150,000
SPECIAL RECREATION DONATION	7,700	8,000	7,000	7,000	7,000	-	7,000	7,000
SPECIAL EVENT	1,702	-	-	-	-	-	-	-
MISCELLANEOUS INCOME	4,198	2,000	2,000	2,000	2,000	-	2,000	2,000
SUB-TOTAL	608,160	451,000	559,790	460,000	460,000	-	460,000	460,000
TOTAL REVENUE	\$ 5,122,902	\$ 4,852,228	\$ 5,101,654	\$ 5,010,183	\$ 4,885,183	\$ 125,000	\$ 4,971,403	\$ 5,001,598

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - ADMINISTRATIVE DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
PERSONNEL								
SALARIES	\$ 184,590	\$ 171,496	\$ 168,000	\$ 180,274	\$ 180,274	\$ -	\$ 186,757	\$ 192,197
OVERTIME	636	5,000	1,500	5,000	5,000	-	5,000	5,000
SUB-TOTAL	185,226	176,496	169,500	185,274	185,274	-	191,757	197,197
BENEFITS								
HEALTH INSURANCE	46,955	24,697	35,000	27,947	27,947	-	29,345	30,812
LIFE INSURANCE	439	510	510	510	510	-	510	510
UNEMPLOYMENT INSURANCE	360	3,300	3,300	3,300	3,300	-	3,400	3,500
FICA	11,422	10,943	10,509	11,487	11,487	-	11,889	12,226
MEDICARE	2,671	2,559	2,458	2,686	2,686	-	2,780	2,859
IMRF	19,458	21,181	20,340	22,233	22,233	-	23,011	23,664
WORKERS COMP	676	8,017	612	750	750	-	825	908
AUTOMOTIVE ALLOWANCE	656	2,000	2,000	2,000	2,000	-	2,000	2,000
SUB-TOTAL	82,637	73,207	74,729	70,914	70,914	-	73,760	76,479
OPERATING COSTS								
BUILDING MAINTENANCE	8,167	14,500	50,000	14,500	14,500	-	14,500	14,500
EQUIPMENT MAINTENANCE	-	5,000	1,000	5,000	5,000	-	5,000	5,000
ACCOUNTING	52,435	48,300	48,300	48,300	48,300	-	48,300	48,300
AUDITING	39,800	39,000	39,000	39,000	39,000	-	39,000	39,000
PAYROLL SERVICE	4,512	4,300	4,300	4,300	4,300	-	4,300	4,300
COMPUTER SUPPORT	9,271	15,000	15,000	15,000	15,000	-	15,000	15,000
OTHER PROFESSIONAL SERVICES	4,066	4,000	4,000	4,000	4,000	-	4,000	4,000
POSTAGE	2,730	5,000	3,000	4,000	4,000	-	4,000	4,000
TELEPHONE	5,549	5,000	6,000	6,000	6,000	-	6,000	6,000
PUBLISHING/ADV/PROMO	1,260	5,000	1,051	5,000	5,000	-	5,000	5,000
PRINTING	822	2,000	2,200	2,000	2,000	-	2,000	2,000
DUES	9,755	14,500	14,500	14,500	14,500	-	14,500	14,500
TRAVEL EXPENSE	160	1,000	1,000	1,000	1,000	-	1,000	1,000
TRAINING	4,490	6,000	5,000	6,000	6,000	-	6,000	6,000
MEALS	-	300	150	300	300	-	300	300
UTILITIES	3,768	2,200	4,000	4,000	4,000	-	4,000	4,000
MISC SERVICES CONTRACTS	16,778	23,500	35,000	33,500	33,500	-	33,500	33,500
LIABILITY INSURANCE	7,387	17,000	17,000	17,000	17,000	-	18,700	20,570
OFFICE SUPPLIES	1,490	3,000	3,000	3,000	3,000	-	3,000	3,000
OPERATING SUPPLIES	3,721	2,500	2,500	2,500	2,500	-	2,500	2,500
UNIFORMS	25	-	-	-	-	-	-	-
EQUIPMENT LEASE EXPENSE	1,918	3,000	3,000	3,000	3,000	-	3,000	3,000
AUTOMOTIVE FUEL/OIL	497	1,000	1,000	1,000	1,000	-	1,000	1,000
BANK CHARGES	72	500	500	500	500	-	500	500
CREDIT CARD FEES	1,107	1,500	1,155	1,500	1,500	-	1,500	1,500
SPECIAL EVENT FUND	10,753	4,500	3,000	10,000	4,500	5,500	10,000	10,000
REIMBURSABLE EXPENSES	-	100	100	100	100	-	100	100
REFUNDS	200	100	200	100	100	-	100	100
MISCELLANEOUS EXPENSE	557	5,600	5,600	5,600	5,600	-	5,600	5,600
SUB-TOTAL	191,290	233,400	270,556	250,700	245,200	5,500	252,400	254,270
CAPITAL								
THREE YEAR CAPITAL PLAN	-	20,000	20,000	15,000	-	15,000	30,000	-
EQUIPMENT	7,972	-	-	-	-	-	-	-
SUB-TOTAL	7,972	20,000	20,000	15,000	-	15,000	30,000	-
TOTAL EXPENDITURES	\$ 467,125	\$ 503,103	\$ 534,785	\$ 521,888	\$ 501,388	\$ 20,500	\$ 547,917	\$ 527,946

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - LEGAL DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
LEGAL								
CITY ATTORNEY - GEN CORP MATTERS	\$ 89,722	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ -	\$ 140,000	\$ 140,000
CITY ATTORNEY - PERSONNEL	-	-	-	-	-	-	-	-
CITY PROSECUTOR - PROSECUTION	40,505	35,000	35,000	35,000	35,000	-	35,000	35,000
CITY PROSECUTOR - RETAINER	9,600	9,600	9,600	9,600	9,600	-	9,600	9,600
LEGAL ZONING	520	20,000	20,000	6,000	6,000	-	6,000	6,000
LAWSUIT SETTLEMENT	-	50,000	50,000	-	-	-	-	-
TOTAL EXPENDITURES	\$ 140,347	\$ 244,600	\$ 244,600	\$ 180,600	\$ 180,600	\$ -	\$ 190,600	\$ 190,600

City of Highwood

**FY18 BUDGET SUMMARY
GENERAL FUND - POLICE DEPARTMENT**

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
PERSONNEL								
SALARIES - FULL TIME	\$ 755,011	\$ 881,968	\$ 750,000	\$ 899,166	\$ 899,166	\$ -	\$ 923,010	\$ 950,700
SALARIES - PART-TIME	171,887	75,000	140,000	80,000	80,000	-	80,000	80,000
OVERTIME	71,524	85,000	85,000	85,000	85,000	-	85,000	85,000
SUB-TOTAL	998,422	1,041,968	975,000	1,064,166	1,064,166	-	1,088,010	1,115,700
BENEFITS								
HEALTH INSURANCE	168,059	186,702	195,000	210,933	210,933	-	221,943	233,550
LIFE INSURANCE	2,392	3,000	3,200	3,000	3,000	-	3,000	3,000
UNEMPLOYMENT INSURANCE	2,899	11,500	8,000	11,500	11,500	-	11,500	11,500
FICA - POLICE	13,359	12,000	11,284	12,000	12,000	-	12,000	12,000
POLICE PENSION CONTRIBUTION	267,185	268,533	268,154	309,839	309,839	-	331,528	354,735
MEDICARE - POLICE	14,485	15,109	14,138	15,430	15,430	-	15,776	16,178
IMRF - POLICE	5,038	5,094	5,221	5,221	5,221	-	5,539	5,705
WORKERS COMP - POLICE	40,658	45,198	45,198	49,910	49,910	-	54,901	60,391
SUB-TOTAL	514,075	547,136	550,195	617,834	617,834	-	656,187	697,059
OPERATING COSTS								
BUILDING MAINTENANCE	5,558	5,000	5,000	5,000	5,000	-	5,000	5,000
EQUIPMENT MAINTENANCE	5,638	3,000	3,000	3,000	3,000	-	3,000	3,000
VEHICLE MAINTENANCE	16,757	20,000	20,000	5,000	5,000	-	5,000	7,000
LEGAL SERVICE	-	-	-	-	-	-	-	-
ADMINISTRATIVE HEARING SERVICE	700	1,000	1,000	1,000	1,000	-	1,000	1,000
OTHER PROFESSIONAL SERVICES	4,206	7,000	7,000	7,000	7,000	-	7,000	7,000
POSTAGE	184	500	500	500	500	-	500	500
TELEPHONE	15,266	6,000	15,000	15,000	15,000	-	15,000	15,000
PUBLISHING/ADV/PROMO	298	400	400	400	400	-	400	400
PRINTING	232	700	700	700	700	-	700	700
DISPATCHING	146,106	167,677	162,000	162,000	162,000	-	167,000	140,000
DUES	10,307	15,000	15,000	15,000	15,000	-	15,000	15,000
TRAVEL	145	500	500	500	500	-	500	500
TRAINING	12,927	14,000	14,000	15,000	15,000	-	10,000	10,000
UTILITIES	2,865	1,500	1,500	1,500	1,500	-	1,500	1,500
MISC SERVICE CONTRACTS	13,968	14,500	14,500	14,500	14,500	-	14,500	14,500
LIABILITY INSURANCE	12,813	25,000	25,000	41,435	41,435	-	45,579	50,136
OFFICE SUPPLIES	1,700	2,000	1,082	2,000	2,000	-	2,000	2,000
OPERATING SUPPLIES	5,303	5,000	5,000	5,000	5,000	-	5,000	5,000
UNIFORMS	13,749	10,000	6,740	10,000	10,000	-	10,000	10,000
AUTO FUEL/OIL	19,149	30,000	25,000	30,000	30,000	-	30,000	30,000
SUB-TOTAL	287,871	328,777	322,921	334,535	334,535	-	338,679	318,236
CAPITAL								
THREE YEAR CAPITAL PLAN	19,354	17,000	12,000	10,000	10,000	-	55,000	-
DEBT	75,313	40,063	40,063	-	-	-	-	-
VEHICLE	-	-	-	198,000	-	198,000	-	-
EQUIPMENT	1,254	-	-	-	-	-	-	-
SUB-TOTAL	95,921	57,063	52,063	208,000	10,000	198,000	55,000	-
TOTAL EXPENDITURES	\$ 1,896,289	\$ 1,974,944	\$ 1,900,179	\$ 2,224,534	\$ 2,026,534	\$ 198,000	\$ 2,137,875	\$ 2,130,996

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - FIRE DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
PERSONNEL								
SALARIES - FULL-TIME	\$ 237,959	\$ 219,000	\$ 90,124	\$ -	-	-	-	-
SALARIES - PART-TIME	483,372	91,800	150,010	-	-	-	-	-
OVERTIME	112,606	-	40,810	-	-	-	-	-
SUB-TOTAL	833,937	310,800	280,944	-	-	-	-	-
BENEFITS								
HEALTH INSURANCE	10,800	2,000	1,418	-	-	-	-	-
LIFE INSURANCE	715	150	-	-	-	-	-	-
UNEMPLOYMENT INSURANCE	2,659	16,055	53	-	-	-	-	-
WORKERS COMP	146,771	38,021	4,107	-	-	-	-	-
FICA	35,922	5,692	11,439	-	-	-	-	-
PENSION	120,163	92,615	92,616	93,301	93,301	-	99,832	106,820
MEDICARE	12,532	4,507	4,072	-	-	-	-	-
SUB-TOTAL	329,562	159,040	113,705	93,301	93,301	-	99,832	106,820
OPERATING COSTS								
BUILDING MAINTENANCE	5,999	15,000	1,000	10,000	10,000	-	-	-
EQUIPMENT MAINTENANCE	1,682	1,500	-	-	-	-	-	-
VEHICLE MAINTENANCE	24,313	1,500	6,000	1,500	1,500	-	-	-
EMS EQUIPMENT MAINTENANCE	4,469	-	717	-	-	-	-	-
FIRE EQUIPMENT MAINTENANCE	16,381	1,000	1,000	-	-	-	-	-
COMPUTER SUPPORT	12,236	4,000	-	-	-	-	-	-
POSTAGE	28	-	-	-	-	-	-	-
TELEPHONE	3,073	3,000	3,000	3,000	3,000	-	3,000	3,000
PUBLISHING/PROMO	298	-	-	-	-	-	-	-
PRINTING	181	-	-	-	-	-	-	-
COMMUNICATIONS/OTHER	608	-	-	-	-	-	-	-
DISPATCHING	92,767	93,000	90,000	70,000	70,000	-	70,000	70,000
DUES	6,067	-	-	-	-	-	-	-
TRAINING	8,156	-	2,250	-	-	-	-	-
UTILITIES	2,522	-	2,000	2,000	2,000	-	-	-
MISC CONTRACTUAL SERVICES	7,504	468,750	625,000	643,750	643,750	-	663,063	682,954
LIABILITY INSURANCE	20,041	17,000	5,769	-	-	-	-	-
OFFICE SUPPLIES	1,276	-	-	-	-	-	-	-
OPERATING SUPPLIES	1,827	-	1,177	-	-	-	-	-
UNIFORMS	15,450	-	-	-	-	-	-	-
AUTO FUEL/OIL	6,316	4,000	1,131	1,000	1,000	-	-	-
SUB-TOTAL	231,194	608,750	739,044	731,250	731,250	-	736,063	755,954
CAPITAL								
EQUIPMENT	7,835	-	-	-	-	-	-	-
SUB-TOTAL	7,835	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,402,528	\$ 1,078,590	\$ 1,133,693	\$ 824,551	\$ 824,551	\$ -	\$ 835,895	\$ 862,775

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - FIRE ALARM DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
OPERATING COSTS								
OTHER PROFESSIONAL SVCS	\$ 39,855	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
SUB-TOTAL	39,855	30,000	30,000	30,000	30,000	-	30,000	30,000
CAPITAL								
EQUIPMENT	-	-	-	-	-	-	-	-
DEBT	24,861	24,861	24,861	24,861	24,861	-	24,861	24,861
SUB-TOTAL	24,861	24,861	24,861	24,861	24,861	-	24,861	24,861
TOTAL EXPENDITURES	\$ 64,716	\$ 54,861	\$ 54,861	\$ 54,861	\$ 54,861	\$ -	\$ 54,861	\$ 54,861

City of Highwood

FY18 BUDGET SUMMARY
GENERAL FUND - STREETS DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
PERSONNEL								
SALARIES - FULL-TIME	\$ 87,243	\$ 55,540	\$ 55,540	\$ 57,206	\$ 57,206	\$ -	\$ 58,922	\$ 60,690
SALARIES - PART-TIME	-	10,000	10,000	10,000	10,000	-	10,000	10,000
OVERTIME	24,212	17,000	17,000	17,000	17,000	-	17,000	17,000
SUB-TOTAL	111,455	82,540	82,540	84,206	84,206	-	85,922	87,690
BENEFITS								
HEALTH INSURANCE	4,054	2,000	2,000	2,000	2,000	-	2,000	2,000
LIFE INSURANCE	119	500	138	500	500	-	500	500
UNEMPLOYMENT INSURANCE	152	3,058	1,000	3,058	3,058	-	3,058	3,058
FICA	7,232	5,117	5,117	5,221	5,221	-	5,327	5,437
MEDICARE	1,691	1,197	1,197	1,221	1,221	-	1,246	1,272
IMRF	13,728	9,905	9,905	10,105	10,105	-	10,311	10,523
WORKERS COMP	63,933	14,407	12,000	13,272	13,272	-	14,599	16,059
SUB-TOTAL	90,909	36,184	31,357	35,377	35,377	-	37,041	38,848
OPERATING COSTS								
BUILDING MAINTENANCE	12,926	8,000	8,000	8,000	8,000	-	8,000	8,000
EQUIPMENT MAINTENANCE	16,299	10,000	10,000	15,000	15,000	-	15,000	15,000
VEHICLE MAINTENANCE	7,494	10,000	10,000	10,000	10,000	-	10,000	10,000
OTHER MAINTENANCE	3,000	5,000	5,000	5,000	5,000	-	5,000	5,000
STREET & SIDEWALK REPAIR	124,552	50,000	50,000	350,000	350,000	-	250,000	250,000
STORM SEWER REPAIR	14,735	45,000	45,000	45,000	45,000	-	45,000	45,000
STREET LIGHT REPAIRS	23,517	32,000	32,000	25,000	25,000	-	25,000	25,000
ENGINEERING FEES	-	15,000	15,000	15,000	15,000	-	15,000	15,000
OTHER PROFESSIONAL SERVICES	10,424	4,000	4,000	24,000	24,000	-	24,000	24,000
TRAVEL	-	-	-	-	-	-	-	-
TELEPHONE	1,835	2,250	2,250	2,250	2,250	-	2,250	2,250
PUBLISHING	44	500	500	500	500	-	500	500
TRAINING	-	500	500	500	500	-	500	500
DUES	-	500	500	500	500	-	500	500
UTILITIES	2,770	44,000	44,000	44,000	44,000	-	44,000	44,000
STREET LIGHTING	-	-	-	-	-	-	-	-
MISC SERVICE CONTRACTS	98,264	40,000	75,000	120,000	120,000	-	120,000	120,000
MISC HAULING DIRT DUMP	4,532	5,000	5,000	5,000	5,000	-	5,000	5,000
LIABILITY INSURANCE	14,826	17,000	17,000	17,000	17,000	-	18,700	20,570
OFFICE SUPPLIES	150	250	250	250	250	-	250	250
OPERATING SUPPLIES	12,802	15,000	15,000	15,000	15,000	-	15,000	15,000
SUPPLIES - BUILDING & GROUNDS	927	2,500	2,500	2,500	2,500	-	2,500	2,500
UNIFORMS	330	700	700	700	700	-	700	700
TRAFFIC CONTROL SIGNS	8,488	18,000	18,000	58,000	8,000	50,000	10,000	10,000
AUTO FUEL/OIL	8,794	10,000	10,000	10,000	10,000	-	10,000	10,000
EQUIPMENT RENTAL	1,887	3,000	3,000	3,000	3,000	-	3,000	3,000
FORESTRY	26,467	45,000	45,000	30,000	25,000	5,000	25,000	25,000
EVERTS PARK	1,744	7,500	6,000	7,500	7,500	-	7,500	7,500
COMMUNITY BEAUTIFICATION	6,550	13,700	13,700	105,000	5,000	100,000	5,000	5,000
HOLIDAY LIGHTING	785	5,000	5,000	5,000	5,000	-	5,000	5,000
MISC EXPENSE	427	5,000	5,000	1,000	1,000	-	1,000	1,000
SUB-TOTAL	404,569	414,400	447,900	924,700	769,700	155,000	673,400	675,270
CAPITAL								
THREE YEAR CAPITAL PLAN	-	-	-	30,000	30,000	-	30,000	30,000
DEBT	44,761	44,761	44,761	44,761	44,761	-	32,265	24,199
VEHICLE	-	-	-	-	-	-	-	-
SUB-TOTAL	44,761	44,761	44,761	74,761	74,761	-	62,265	54,199
TOTAL EXPENDITURES	\$ 651,694	\$ 577,885	\$ 606,558	\$ 1,119,044	\$ 964,044	\$ 155,000	\$ 858,628	\$ 856,007

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - BUILDING DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
PERSONNEL								
FULL TIME BUILDING	\$ -	\$ 70,000	\$ 60,000	\$ 69,010	\$ 69,010		\$ 71,080	\$ 73,213
SUB-TOTAL	-	70,000	60,000	69,010	69,010	-	71,080	73,213
BENEFITS								
HEALTH INSURANCE	-	19,665	7,000	9,273	9,273		9,737	10,223
LIFE INSURANCE	-	150	150	150	150		150	150
UNEMPLOYMENT INSURANCE	-	100	100	100	100		100	100
FICA	-	4,340	3,800	4,279	4,279		4,407	4,539
MEDICARE	-	1,015	900	1,001	1,001		1,031	1,062
IMRF	-	8,400	7,000	8,281	8,281		8,530	8,786
WORKERS COMP	-	2,000	2,000	2,000	2,000		2,000	2,000
UNIFORM ALLOWANCE	-	500	4,000	4,311	4,311		4,742	5,216
SUB-TOTAL	-	36,170	24,950	29,394	29,394	-	30,696	32,076
OPERATING COSTS								
VEHICLE MAINTENANCE	-	-		-	-	-	-	-
PLANNING - COM DEV	7,414	5,000	-	5,000	5,000	-	5,000	5,000
OTHER PROFESSIONAL SERVICES	60	-		-	-	-	-	-
POSTAGE	84	500	500	500	500	-	500	500
PUBLISHING/ADV/PROMO	331	-	-	-	-	-	-	-
PRINTING	158	250	200	250	250	-	250	250
TRAINING	-	-		1,000	1,000	-	1,000	1,000
PART TIME INSPECTION SERVICES	150	20,000		-	-	-	-	-
MISC SERVICES CONTRACTS	-	-	-	-	-	-	-	-
LIABILITY INSURANCE	912	-		5,000	5,000	-	5,500	6,050
OFFICE SUPPLIES	719	-	1,000	1,000	1,000	-	1,000	1,000
OPERATING SUPPLIES	-	-		-	-	-	-	-
REIMBURSABLE EXPENSES	87,815	84,000	84,000	84,000	84,000	-	84,000	84,000
MISCELLANEOUS EXPENSE	6,492	-	-	-	-	-	-	-
SUB-TOTAL	104,135	109,750	85,700	96,750	96,750	-	97,250	97,800
CAPITAL								
EQUIPMENT	-	-	-	-	-	-	-	-
SUB-TOTAL	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 104,135	\$ 215,920	\$ 170,650	\$ 195,154	\$ 195,154	\$ -	\$ 199,026	\$ 203,089

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - PARKS AND RECREATION DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
PERSONNEL								
SALARIES - PART-TIME	\$ 39,693	\$ 44,482	\$ 43,500	\$ 45,492	\$ 45,492	\$ -	\$ 46,857	\$ 48,263
SUB-TOTAL	39,693	44,482	43,500	45,492	45,492	-	46,857	48,263
BENEFITS								
HEALTH INSURANCE	6,200	6,566	5,556	7,281	7,281	-	7,645	8,027
LIFE INSURANCE	93	125	125	125	125	-	125	125
UNEMPLOYMENT INSURANCE	567	2,200	1,000	1,000	1,000	-	1,000	1,000
FICA	2,404	2,758	2,697	2,821	2,821	-	2,905	2,992
MEDICARE	562	645	631	660	660	-	679	700
IMRF	1,805	1,478	1,400	1,478	1,478	-	1,523	1,568
WORKERS COMP	1,225	2,339	2,339	2,800	2,800	-	3,080	3,388
TRAVEL ALLOWANCE	595	600	600	600	600	-	600	600
SUB-TOTAL	13,451	16,711	14,348	16,765	16,765	-	17,557	18,401
OPERATING COSTS								
BUILDING MAINTENANCE	4,406	8,000	8,000	8,000	8,000	-	8,000	8,000
EQUIPMENT MAINTENANCE	283	1,000	1,000	1,000	1,000	-	1,000	1,000
PARK MAINTENANCE	3,326	4,000	4,000	4,000	4,000	-	4,000	4,000
POSTAGE	-	50	50	50	50	-	50	50
TELEPHONE	1,522	1,000	1,600	1,750	1,750	-	1,750	1,750
UTILITIES	11,110	12,500	12,500	12,500	12,500	-	12,500	12,500
LIABILITY INSURANCE	1,575	8,500	8,500	8,500	8,500	-	9,350	10,285
OFFICE SUPPLIES	442	300	500	500	500	-	500	500
AUTOMOTIVE FUEL	421	600	600	600	600	-	600	600
NSSRA	28,372	45,000	42,000	45,000	45,000	-	45,000	45,000
MISC EXPENSE - SPEC. REC.	2,827	3,500	3,500	3,500	3,500	-	3,500	3,500
SUB-TOTAL	54,284	84,450	82,250	85,400	85,400	-	86,250	87,185
CAPITAL								
THREE YEAR CAPITAL PLAN	-	-	-	10,000	-	10,000	-	-
EQUIPMENT	-	-	-	-	-	-	-	-
SUB-TOTAL	-	-	-	10,000	-	10,000	-	-
TOTAL EXPENDITURES	\$ 107,428	\$ 145,643	\$ 140,098	\$ 157,657	\$ 147,657	\$ 10,000	\$ 150,664	\$ 153,849

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - NARCOTICS DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
OPERATING COSTS								
MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUB-TOTAL	-	-	-	-	-	-	-	-
CAPITAL								
DEBT	-	-	-	-	-	-	-	-
SUB-TOTAL	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - DUI DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
OPERATING COSTS								
OTHER PROFESSIONAL SVCS	\$ -	\$ 2,000	\$ 500	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
MISCELLANEOUS	-	-	-	-	-	-	-	-
SUB-TOTAL	-	2,000	500	2,000	2,000	-	2,000	2,000
CAPITAL								
EQUIPMENT	-	2,500	2,300	2,500	2,500	-	2,500	2,500
SUB-TOTAL	-	2,500	2,300	2,500	2,500	-	2,500	2,500
TOTAL EXPENDITURES	\$ -	\$ 4,500	\$ 2,800	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	\$ 4,500

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - 2% FOREIGN FIRE DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
OPERATING COSTS								
MISCELLANEOUS	\$ 5,773	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
SUB-TOTAL	5,773	-	-	-	-	-	-	-
CAPITAL								
EQUIPMENT	-	-		-	-	-	-	-
SUB-TOTAL	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 5,773	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Highwood

FY18 BUDGET SUMMARY GENERAL FUND - PARKING DEPARTMENT

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
OPERATING COSTS								
SHORTFALL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISCELLANEOUS	<u>13,553</u>	<u>-</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	\$ 13,553	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Administration/Community Development Department

Vehicle No.	Year	Make	Model	Type	Equipment/ Vehicle	Acquired	Anticipated Life	Replace	Do Not Replace	Purchase Price	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
1	2010	Jeep	Wrangler	4WD	Vehicle	2015	3 Years	Yes		seizure vehicle		\$ -	\$ -	\$ -	\$ -		\$ 15,000		\$ -		\$ -	\$ -

Administration Department Sub Total Replacement Costs by Year

\$ - \$ - \$ - \$ - \$ - \$ - \$ 15,000 \$ - \$ - \$ - \$ - \$ -

Water Department

Vehicle No.	Year	Make	Model	Type	Equipment/ Vehicle	Acquired	Anticipated Life	Replace	Do Not Replace	Purchase Price	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
1	2007	Chevy	Impala	Vehicle	Vehicle	2013	4 Years	Yes		\$ -		\$ -	\$ -		\$ 18,000	\$ -	\$ -		\$ -	\$ 18,000	\$ -	\$ -

Water Department Sub Total Replacement Costs by Year

\$ - \$ - \$ - \$ - \$ 18,000 \$ - \$ - \$ - \$ - \$ 18,000 \$ - \$ -

Police Department

Vehicle No.	Year	Make	Model	Type	Equipment/ Vehicle	Acquired	Anticipated Life	Replace	Do Not Replace	Purchase Price	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
1	2014	Dodge	Charger	Police Admin	Vehicle	2014	6 years	Yes		\$ 26,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ -
2	2014	Dodge	Charger	Police Admin	Vehicle	2014	6 years	Yes		\$ 26,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ -
3	2014	Dodge	Charger	Police	Vehicle	2014	4 years	Yes		\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -
4	2013	Dodge	Charger	Police	Vehicle	2013	4 years	Yes		\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -
5	2013	Dodge	Charger	Police	Vehicle	2013	4 years	Yes		\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -
6	2013	Dodge	Charger	Police	Vehicle	2013	4 years	Yes		\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -
7	2012	Dodge	Charger	Police	Vehicle	2012	4 years	Yes		\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -
8	2012	Dodge	Charger	Police	Vehicle	2012	4 years	Yes		\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -
9	2003	Ford	Crown Victoria	CSO	Vehicle	2013	2 years	Yes	Replace with PD Vehic	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Police Department Sub Total Replacement Costs by Year

\$ - \$ - \$ - \$ - \$ 198,000 \$ - \$ 66,000 \$ - \$ 198,000 \$ - \$ - \$ -

Public Works Department

Vehicle No.	Year	Make	Model	Type	Equipment/ Vehicle	Acquired	Anticipated Life	Replace	Do Not Replace	Purchase Price	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
	1998	Hyundai	98740	Loader	Equipment	1998	9 years	Yes		\$ 86,875	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ -
	2012	Case	SV250	Skidsteer	Equipment	2012	13 years	Yes		\$ 39,685	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
	2013	Ford	F350	Pickup & Plow	Vehicle	2013	12 Years	Yes		\$ 40,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
	1997	Ford	F350	Dump Truck & Pl	Vehicle	2000	14 Years		Eliminate - Outsource	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	1992	Elgin		Street Sweeper	Equipment	1992	12 Years		Eliminate if Outsource	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	1992	Ford	E350	Box Truck	Vehicle	2005	9 Years		Eliminate - Use Pickup	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	1993	International	4900	Dump Truck & Pl	Vehicle	2007	7 Years			\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2008	Kubota		Excavator	Equipment	2008	12 Years	Yes		\$ 40,485	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
	2008	Felling		Trailer	Equipment	2008	17 Years	Yes		\$ 6,795	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
	2007	Holder		SW Plow/Blower	Equipment	2007	8 Years	Yes		\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,000	\$ -	\$ -	\$ 74,000	\$ -
	2005	Ford	F350	Pickup & Plow	Vehicle	2005	12 Years		Eliminate - Outsource	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2015	Ford	F450	Dump Truck/Plow	Vehicle	2015	10 Years	Yes		\$ 71,155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000

Public Works Department Sub Total Replacement Costs by Year

\$ - \$ - \$ - \$ - \$ - \$ - \$ 50,000 \$ 74,000 \$ - \$ - \$ 184,000 \$ 190,000

Total Department Replacement Costs by Year

FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
\$ -	\$ -	\$ -	\$ -	\$ 531,000	\$ 18,000	\$ 899,000	\$ 824,000	\$ 198,000	\$ 18,000	\$ 184,000	\$ 190,000

City of Highwood

FY18 BUDGET SUMMARY MFT FUND

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
MFT FUND REVENUE	\$ 138,796	\$ 100,100	\$ 135,150	\$ 130,100	\$ 130,100	\$ -	\$ 130,100	\$ 130,100
TOTAL REVENUE	\$ 138,796	\$ 100,100	\$ 135,150	\$ 130,100	\$ 130,100	\$ -	\$ 130,100	\$ 130,100
DEPARTMENT EXPENDITURES								
MFT	209,783	100,000	135,000	125,000	125,000	-	125,000	125,000
TOTAL EXPENDITURES	\$ 209,783	\$ 100,000	\$ 135,000	\$ 125,000	\$ 125,000	\$ -	\$ 125,000	\$ 125,000
REVENUE OVER (UNDER) EXPENDITURES	(70,987)	100	150	5,100	5,100	-	5,100	5,100
BEGINNING FUND BALANCE	141,366	70,379	70,379	70,529	70,529	-	75,629	80,729
ENDING FUND BALANCE	\$ 70,379	70,479	\$ 70,529	\$ 75,629	\$ 75,629	\$ -	\$ 80,729	\$ 85,829

City of Highwood

FY18 BUDGET SUMMARY MFT FUND - REVENUE

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
REVENUE								
MOTOR FUEL TAX	\$ 138,253	\$ 100,000	\$ 135,000	\$ 130,000	\$ 130,000	\$ -	\$ 130,000	\$ 130,000
INTEREST	543	100	150	100	100	-	100	100
SUB-TOTAL	138,796	100,100	135,150	130,100	130,100	-	130,100	130,100
TOTAL REVENUE	\$ 138,796	\$ 100,100	\$ 135,150	\$ 130,100	\$ 130,100	\$ -	\$ 130,100	\$ 130,100

City of Highwood

FY18 BUDGET SUMMARY MFT FUND - EXPENDITURES

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
OPERATING COSTS								
ENGINEERING SERVICE	\$ 113,669	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING SUPPLIES	-	-	-	-	-	-	-	-
STREET SALT & SAND	39,097	-	-	-	-	-	-	-
HAULING	-	-	-	-	-	-	-	-
STREET MAINTENANCE	-	100,000	125,000	125,000	125,000	-	125,000	125,000
LIGHTING	57,017	-	-	-	-	-	-	-
OTHER	-	-	-	-	-	-	-	-
TRAFFIC SIGNAL MAINTENANCE	-	-	-	-	-	-	-	-
SUB-TOTAL	209,783	100,000	135,000	125,000	125,000	-	125,000	125,000
TOTAL EXPENDITURES	\$ 209,783	\$ 100,000	\$ 135,000	\$ 125,000	\$ 125,000	\$ -	\$ 125,000	\$ 125,000

City of Highwood

FY18 BUDGET SUMMARY TIF FUND

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
TIF FUND REVENUE	\$ 466,847	\$ 466,500	\$ 518,000	\$ 518,000	\$ 518,000	\$ -	\$ 518,000	\$ 518,000
TOTAL REVENUE	\$ 466,847	\$ 466,500	\$ 518,000	\$ 518,000	\$ 518,000	\$ -	\$ 518,000	\$ 518,000
DEPARTMENT EXPENDITURES								
TIF	396,097	774,357	460,266	838,207	838,207	-	672,950	700,000
TOTAL EXPENDITURES	\$ 396,097	\$ 774,357	\$ 460,266	\$ 838,207	\$ 838,207	\$ -	\$ 672,950	\$ 700,000
REVENUE OVER (UNDER) EXPENDITURES	70,750	(307,857)	57,734	(320,207)	(320,207)	-	(154,950)	(182,000)
BEGINNING FUND BALANCE	674,449	745,199	745,199	802,933	802,933	-	482,726	327,776
ENDING FUND BALANCE	\$ 745,199	\$ 437,342	\$ 802,933	\$ 482,726	\$ 482,726	\$ -	\$ 327,776	\$ 145,776

City of Highwood

FY18 BUDGET SUMMARY TIF FUND - REVENUE

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
REVENUE								
TAXES	\$ 465,355	\$ 465,000	\$ 516,500	\$ 516,500	\$ 516,500	\$ -	\$ 516,500	\$ 516,500
INTEREST	1,492	1,500	1,500	1,500	1,500	-	1,500	1,500
SUB-TOTAL	466,847	466,500	518,000	518,000	518,000	-	518,000	518,000
TOTAL REVENUE	\$ 466,847	\$ 466,500	\$ 518,000	\$ 518,000	\$ 518,000	\$ -	\$ 518,000	\$ 518,000

City of Highwood

FY18 BUDGET SUMMARY TIF FUND - EXPENDITURES

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
OPERATING COSTS								
AUDITING FEES	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
LEGAL FEES	14,968	7,500	15,000	10,000	10,000	-	10,000	10,000
SPECIAL EVENT MARKETING	-	5,000	-	-	-	-	-	-
PUBLISHING/ADV/PROMO	9,132	10,000	10,000	10,000	10,000	-	10,000	10,000
PROJECT MANAGEMENT	875	374,000	5,000	375,000	375,000	-	205,000	205,000
ENGINEERING	-	-	24,995	-	-	-	-	-
INFRASTRUCTURE IMPROVEMENTS	2,390	7,500	4,914	7,500	7,500	-	7,500	7,500
DEBT	362,857	362,857	394,357	428,207	428,207	-	432,950	460,000
FISCAL AGENT FEES	875	2,500	1,000	2,500	2,500	-	2,500	2,500
SUB-TOTAL	396,097	774,357	460,266	838,207	838,207	-	672,950	700,000
TOTAL EXPENDITURES	\$ 396,097	\$ 774,357	\$ 460,266	\$ 838,207	\$ 838,207	\$ -	\$ 672,950	\$ 700,000

City of Highwood

FY18 BUDGET SUMMARY WATER FUND

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
WATER FUND REVENUE	\$ 1,256,554	\$ 2,086,302	\$ 1,386,302	\$ 1,407,018	\$ 1,407,018	\$ -	\$ 1,449,485	\$ 1,449,485
TOTAL REVENUE	\$ 1,256,554	\$ 2,086,302	\$ 1,386,302	\$ 1,407,018	\$ 1,407,018	\$ -	\$ 1,449,485	\$ 1,449,485
DEPARTMENT EXPENDITURES								
WATER	1,174,689	2,187,212	2,265,341	1,518,310	1,483,310	35,000	1,438,547	1,449,367
TOTAL EXPENDITURES	\$ 1,174,689	\$ 2,187,212	\$ 2,265,341	\$ 1,518,310	\$ 1,483,310	\$ 35,000	\$ 1,438,547	\$ 1,449,367
REVENUE OVER (UNDER) EXPENDITURES	81,865	(100,910)	(879,039)	(111,293)	(76,293)	(35,000)	10,938	118
BEGINNING NET POSITION	3,797,338	3,879,203	3,879,203	3,000,164	3,000,164	-	2,888,871	2,899,809
ENDING NET POSITION	3,879,203	3,778,293	3,000,164	2,888,871	2,923,871	(35,000)	2,899,809	2,899,928
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT	3,339,260	3,425,909	4,125,909	4,247,877	4,247,877	-	4,319,906	4,407,038
UNRESTRICTED	458,078	352,384	(1,125,745)	(1,359,006)	(1,359,006)	-	(1,420,097)	(1,507,111)
TOTAL NET POSITION	\$ 3,797,338	\$ 3,778,293	\$ 3,000,164	\$ 2,888,871	\$ 2,888,871	\$ -	\$ 2,899,809	\$ 2,899,928

City of Highwood

FY18 BUDGET SUMMARY WATER FUND - REVENUE

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
OPERATING REVENUE								
WATER & SEWER PENALTIES	\$ 14,920	\$ 15,500	\$ 15,500	\$ 15,888	\$ 15,888	\$ -	\$ 16,682	\$ 16,682
WATER INCOME	799,911	813,125	813,125	833,453	\$ 833,453	-	\$ 875,126	875,126
SEWER INCOME	241,480	378,427	378,427	378,427	378,427	-	378,427	378,427
ENVIRONMENTAL SURCHARGE	74,301	77,500	77,500	77,500	77,500	-	77,500	77,500
WATER & SANITATION CONNECTION FEES	10,998	500	500	500	500	-	500	500
INTEREST INCOME	1,407	1,250	1,250	1,250	1,250	-	1,250	1,250
REFUNDS & OTHER REIMBURSEMENT	89,304	90,000	90,000	90,000	90,000	-	90,000	90,000
MISCELLANEOUS INCOME	24,233	10,000	10,000	10,000	10,000	-	10,000	10,000
SUB-TOTAL	1,256,554	1,386,302	1,386,302	1,407,018	1,407,018	-	1,449,485	1,449,485
NONOPERATING REVENUE								
IEPA LOAN PROCEEDS	-	700,000		-		-	-	-
SUB-TOTAL	-	700,000	-	-	-	-	-	-
TOTAL REVENUE	\$ 1,256,554	\$ 2,086,302	\$ 1,386,302	\$ 1,407,018	\$ 1,407,018	\$ -	\$ 1,449,485	\$ 1,449,485

City of Highwood

FY18 BUDGET SUMMARY WATER FUND - EXPENDITURES

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
PERSONNEL								
SALARIES	\$ 168,328	\$ 166,209	\$ 183,986	\$ 174,850	\$ 174,850	\$ -	\$ 180,096	\$ 185,499
OVERTIME	13,313	14,000	11,760	15,000	15,000	-	16,000	17,000
SUB-TOTAL	181,641	180,209	195,746	189,850	189,850	-	196,096	202,499
BENEFITS								
HEALTH INSURANCE	36,116	27,885	35,316	35,628	35,628	-	37,409	39,280
LIFE INSURANCE	190	250	250	250	250	-	250	250
UNEMPLOYMENT INSURANCE	-	1,000	-	1,000	1,000	-	1,000	1,000
FICA	10,910	11,172	12,136	11,771	11,771	-	12,158	12,555
MEDICARE	2,552	2,613	2,838	2,753	2,753	-	2,843	2,936
IMRF	21,393	21,625	23,489	22,782	22,782	-	23,531	24,300
WORKERS COMP	21,033	19,000	15,000	13,269	13,269	-	14,596	16,055
AUTOMOTIVE ALLOWANCE	94	-	95	-	-	-	-	-
SUB-TOTAL	92,288	83,545	89,124	87,452	87,452	-	91,788	96,376
OPERATING COSTS								
BUILDING MAINTENANCE	10,263	10,000	3,500	10,000	10,000	-	10,000	10,000
EQUIPMENT MAINTENANCE	25,533	25,000	20,375	25,000	25,000	-	25,000	25,000
VEHICLE MAINTENANCE	1,478	1,000	3,200	36,000	1,000	35,000	1,000	1,000
OTHER MAINTENANCE	-	500	-	500	500	-	500	500
PUMP REPAIR & MAINTENANCE	12,136	15,000	25,000	15,000	15,000	-	15,000	15,000
HYDRANTS & MAINS MAINTENANCE	188,096	100,000	165,000	125,000	125,000	-	125,000	125,000
LIFT STATION MAINTENANCE	345	3,500	3,500	3,500	3,500	-	3,500	3,500
OFFICE EQUIP MAINTENANCE	-	1,000	-	1,000	1,000	-	1,000	1,000
WATER ANALYSIS	6,251	5,250	5,250	6,000	6,000	-	6,000	6,000
WATER USAGE - CITY OF HIGHLAND PARK	7,259	80,000	125,000	10,000	10,000	-	10,000	10,000
LEAK DETECTIONS	3,165	6,250	3,500	3,500	3,500	-	3,500	3,500
SEDIMENT DISPOSAL	1,000	3,000	5,261	6,000	6,000	-	6,000	6,000
CLEANING & TELEVISIONING SEWER	2,479	2,000	3,000	3,000	3,000	-	3,000	3,000
ACCOUNTING	24,150	20,700	20,700	20,700	20,700	-	20,700	20,700
ENGINEERING	96,207	90,000	70,000	25,000	25,000	-	25,000	25,000
LEGAL	92,253	12,500	2,000	12,500	12,500	-	12,500	12,500
BANK CHARGES	-	100	5	100	100	-	100	100
CREDIT CARD FEES	2,050	2,200	2,139	2,200	2,200	-	2,200	2,200
COMPUTER SUPPORT	1,076	2,000	5,000	5,000	5,000	-	5,000	5,000
POSTAGE	3,796	4,000	3,720	4,000	4,000	-	4,000	4,000
TELEPHONE	4,362	4,000	4,019	4,000	4,000	-	4,000	4,000
PUBLISHING/ADV/PROMO	941	500	941	1,000	1,000	-	1,000	1,000
PRINTING	177	100	-	100	100	-	100	100
DUES & MEMBERSHIPS	-	500	-	500	500	-	500	500
TRAVEL EXPENSES	103	100	103	100	100	-	100	100
TRAINING	-	500	610	800	800	-	800	800

City of Highwood

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FY18 BUDGET SUMMARY WATER FUND - EXPENDITURES

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
PUBLICATIONS	-	500	-	500	500	-	500	500
UTILITIES	36,885	37,500	33,128	37,500	37,500	-	37,500	37,500
LIABILITY INSURANCE	15,184	17,354	15,776	17,354	17,354	-	19,089	20,998
MISC. CONTRACT SERVICES	27,846	80,000	80,000	30,000	30,000	-	30,000	30,000
MAINT SUPPLIES - BUILDING	200	850	500	850	850	-	850	850
MAINT SUPPLIES - VEHICLE	-	500	300	500	500	-	500	500
OFFICE SUPPLIES	94	200	125	200	200	-	200	200
OPERATING SUPPLIES	21,864	38,000	21,000	30,000	30,000	-	30,000	30,000
UNIFORMS	492	750	600	750	750	-	750	750
AUTOMOTIVE FUEL/OIL	1,571	2,000	2,500	2,500	2,500	-	2,500	2,500
FISCAL AGENT FEES	1,350	2,500	1,700	2,500	2,500	-	2,500	2,500
MISCELLANEOUS EXPENSE	1,584	1,000	1,400	1,000	1,000	-	1,000	1,000
SUB-TOTAL	590,190	570,854	628,851	444,154	409,154	35,000	410,889	412,798
CAPITAL								
THREE YEAR CAPITAL PLAN	19,817	47,000	47,000	75,000	75,000	-	25,000	25,000
EQUIPMENT	-	10,000	10,000	-	-	-	-	-
IEPA CAPITAL PROJECTS	-	700,000	700,000	-	-	-	-	-
IL EPA LOAN REPAYMENT	-	185,000	185,000	311,250	311,250	-	311,250	311,250
BOND EXPENSE	292,668	410,604	409,620	410,604	410,604	-	403,524	401,444
CONTINGENCIES	(97,000)	-	-	-	-	-	-	-
DEPRECIATION	95,085	-	-	-	-	-	-	-
SUB-TOTAL	310,570	1,352,604	1,351,620	796,854	796,854	-	739,774	737,694
TOTAL EXPENDITURES	\$ 1,174,689	\$ 2,187,212	\$ 2,265,341	\$ 1,518,310	\$ 1,483,310	\$ 35,000	\$ 1,438,547	\$ 1,449,367

City of Highwood

FY18 BUDGET SUMMARY GARBAGE FUND

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
GARBAGE FUND REVENUE	\$ 306,583	\$ 308,033	\$ 307,972	\$ 330,907	\$ 330,907	\$ -	\$ 338,982	\$ 352,298
TOTAL REVENUE	\$ 306,583	\$ 308,033	\$ 307,972	\$ 330,907	\$ 330,907	\$ -	\$ 338,982	\$ 352,298
DEPARTMENT EXPENDITURES								
GARBAGE	260,850	545,663	522,786	346,521	346,521	-	356,411	366,382
TOTAL EXPENDITURES	\$ 260,850	\$ 545,663	\$ 522,786	\$ 346,521	\$ 346,521	\$ -	\$ 356,411	\$ 366,382
REVENUE OVER (UNDER) EXPENDITURES	45,733	(237,630)	(214,814)	(15,615)	(15,615)	-	(17,429)	(14,084)
BEGINNING NET POSITION	245,386	291,119	291,119	76,305	76,305	-	60,690	43,261
ENDING NET POSITION	\$ 291,119	53,489	\$ 76,305	\$ 60,690	\$ 60,690	\$ -	\$ 43,261	\$ 29,177

City of Highwood

FY18 BUDGET SUMMARY GARBAGE FUND - REVENUE

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
REVENUE								
REFUSE PENALTIES	\$ 4,898	\$ 4,361	\$ 4,800	\$ 4,800	\$ 4,800	\$ -	4,800	4,800
REFUSE BILLINGS	239,941	249,197	249,197	269,133	269,133	-	277,207	285,523
GARBAGE STICKERS	7,758	8,000	7,500	7,500	7,500	-	7,500	7,500
INTEREST	261	225	225	225	225	-	225	225
FRANCHISE FEES	53,725	40,000	40,000	43,000	43,000	-	43,000	48,000
MISC. INCOME	-	6,250	6,250	6,250	6,250	-	6,250	6,250
SUB-TOTAL	306,583	308,033	307,972	330,907	330,907	-	338,982	352,298
TOTAL REVENUE	\$ 306,583	\$ 308,033	\$ 307,972	\$ 330,907	\$ 330,907	\$ -	338,982	352,298

City of Highwood

FY18 BUDGET SUMMARY GARBAGE FUND - EXPENDITURES

ACCOUNT	FY16 ACTUAL	FY17 BUDGET	FY17 ESTIMATED ACTUAL	FY18 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY19 FORECAST	FY20 FORECAST
PERSONNEL								
SALARIES REGULAR	\$ 30,004	\$ 65,218	\$ 65,218	\$ 59,745	\$ 59,745	\$ -	\$ 61,538	\$ 63,384
SUB-TOTAL	30,004	65,218	65,218	59,745	59,745	-	61,538	63,384
BENEFITS								
HEALTHCARE - GARBAGE	7,273	7,632	7,632	8,136	8,136	-	9,356	10,760
UNEMPLOYMENT INSURANCE	58	250	250	250	250	-	250	250
FICA	1,787	4,043	4,043	3,704	3,704	-	3,815	3,930
MEDICARE	418	946	946	866	866	-	892	919
IMRF - GARBAGE	3,567	7,826	7,826	7,169	7,169	-	7,385	7,330
SUB-TOTAL	13,103	20,697	20,697	20,126	20,126	-	21,698	23,188
OPERATING COSTS								
ACCOUNTING SERVICES	4,025	4,000	4,000	4,000	4,000	-	4,000	4,000
CREDIT CARD FEES	943	850	850	850	850	-	1,000	1,100
POSTAGE	1,799	1,500	1,800	1,800	1,800	-	1,800	1,800
DUES & MEMBERSHIPS	2,059	3,000	2,500	2,500	2,500	-	2,500	2,500
REFUSE BILLING EXPENSE	208,917	247,898	227,000	255,000	255,000	-	261,375	267,909
GARBAGE PICKUP FACILITY MAINTENANCE	-	200,000	200,000	-	-	-	-	-
OPERATING SUPPLIES	-	2,500	721	2,500	2,500	-	2,500	2,500
SUB-TOTAL	217,743	459,748	436,871	266,650	266,650	-	273,175	279,809
TOTAL EXPENDITURES	\$ 260,850	\$ 545,663	\$ 522,786	\$ 346,521	\$ 346,521	\$ -	\$ 356,411	\$ 366,382