

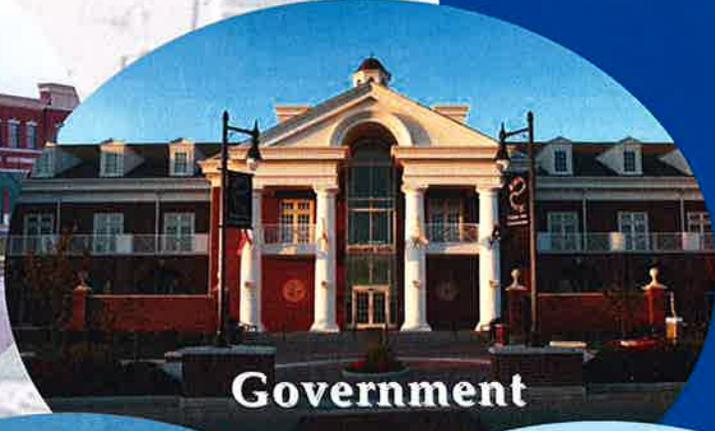
# the Village of New Lenox, Illinois

*"Home Of Proud Americans"*

## Comprehensive Annual Budget Report Fiscal Year May 1, 2016 - April 30, 2017



**Commercial  
(Retail)**



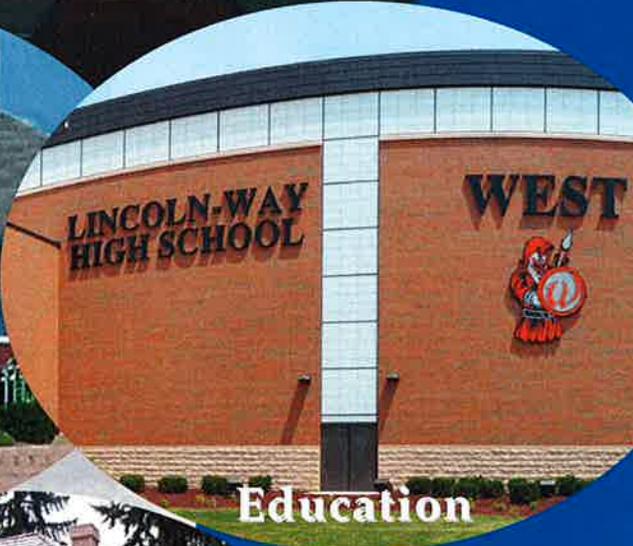
**Government**



**Medical**



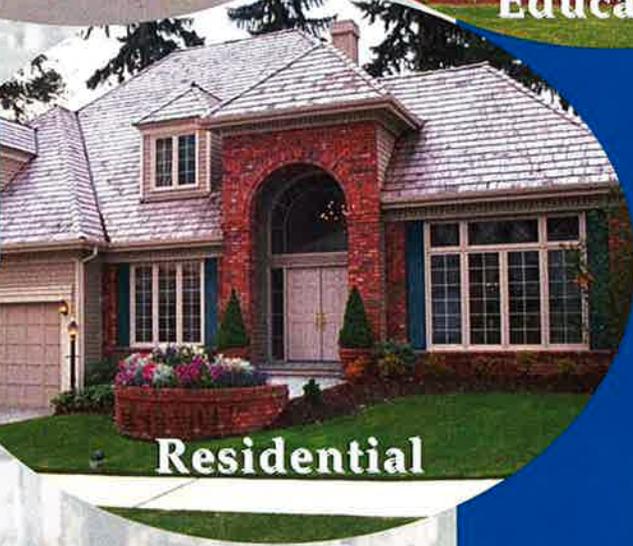
**Transportation**



**Education**



**Industrial**



**Residential**

# VILLAGE OF NEW LENOX

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## INTRODUCTION

### What is a Budget?

A local government budget is a plan to match existing resources with the needs of the community. The functions of local government stem from three levels of policy direction: federal, state and local. Within this intergovernmental system, it is local government that is the workhorse of domestic policy. It is the responsibility of local government to provide basic public services such as maintaining streets and roadways, providing a traffic management system, providing community services and ensuring public safety. Local government must also fulfill certain state and national policy objectives such as transportation and environmental protection, while implementing the expectations and values of its citizens.

For local governments, the primary tool used to coordinate these requirements is the budget. Section 2 of the Municipal Code of the Village of New Lenox sets forth the legal requirements for preparation of the annual budget. The Village of New Lenox's budget provides the residents of New Lenox with a plan for matching available resources to the services, goals and objectives specified in the Village's Strategic Business Plan.

### Budget Format

In FY 2013-14, the budget format changed from a line-item budget to a program budget. Unlike the line-item budget, which lists total departmental appropriations by items for which the Village will spend funds, a program budget displays a series of "mini-budgets," which show the cost of each of the activities that Village departments perform. In the case of the water department, for example, a separate mini-budget would be established for water administration, water distribution, water production and water utility billing.

Program budget enables the Village Board and Administrator to better identify the total cost of each municipal service and set spending levels and priorities accordingly. While no budget format is perfect, and this model has some deficiencies, it does provide a clearer picture of how we operate and what it costs to run the Village.

### Budget Policy

- Prepare budgets for all funds of the Village.
- Adopt budgets that are balanced as to resources and appropriations.
- Adopt budgets that do not exceed State constitutional limits.
- Adopt budgets prior to the beginning of the fiscal year in which they are to take effect.
- Adopt budgets by Village resolution.
- Exercise budget control at the department level.

### Budget Process

The Village of New Lenox operates on a fiscal year basis, starting May 1<sup>st</sup> and ending April 30<sup>th</sup>. The budget is prepared under the supervision of the Village Administrator and

## VILLAGE OF NEW LENOX, IL

transmitted to the Village Board for deliberation and adoption prior to the beginning of each new fiscal year (May 1<sup>st</sup>).

### **Responsibility for Preparation**

The Village Administrator was appointed by ordinance as the Budget Officer. His department, including the Finance Director/Treasurer, is responsible for coordinating all revenue estimates contained in the budget. Estimates are reached by analyzing revenue history, national and local economic trends and indices, and development patterns in our local economy. Revenue projections used in the context of the annual budget are based on conservative assumptions to assure that the Village has adequate financial resources to meet its obligations and to complete all programs approved by the Village Board within the course of the fiscal year. When appropriate, these assumptions and specific program allocations are adjusted during the fiscal year.

### **Budget Review**

The Finance Committee initially reviews the budget, including review of policies and procedures, timeframes, format, service delivery, funding alternatives, and Village Board priorities. The Mayor, Village Board and Department Heads receive a copy of the proposed budget for their review.

### **Budget Adoption**

Following the preparation of the proposed budget, the Village Board typically holds one work session on the budget document. Based on the fund availability and the needs of the Village, it is at the budget work session that any recommendations for new personnel, projects, studies and equipment are discussed. Following the publication of the proposed budget, the Village Board holds a public hearing at the 1<sup>st</sup> Village Board meeting in April. If there are no modifications to the proposed budget, the document is approved at that meeting. If modifications exist, the budget is changed and approved prior to May 1<sup>st</sup> as required by state statute.

Amendments to the budget document require the Village Board's approval.

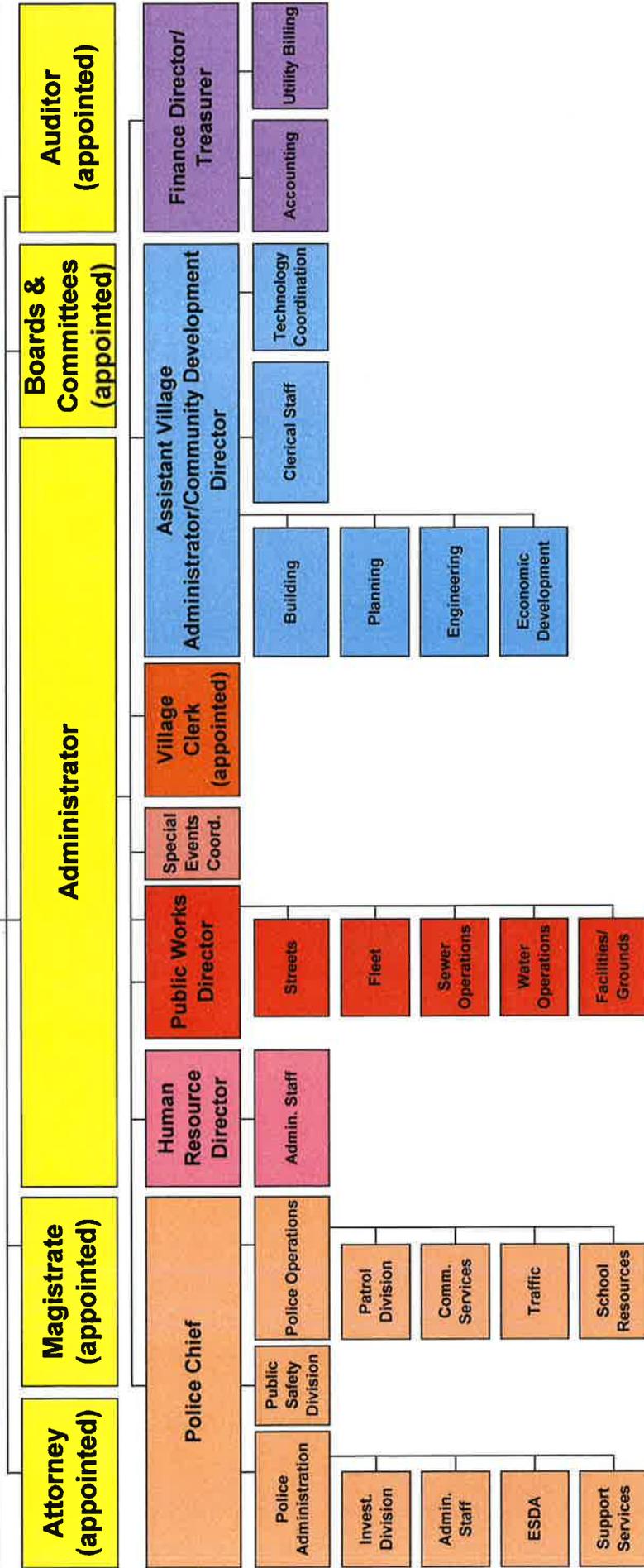
### **Accounting System and Budgetary Control**

The Village's financial statements and accounting records are maintained in accordance with the recommendations of the Governmental Accounting Standards Board (GASB). A carefully designed system of internal accounting controls is in operation at all times. These controls are designed to provide reasonable, but not absolute, assurances that safeguard assets against loss from unauthorized use or disposition, and to ensure the reliability of financial records used in the preparation of financial statements. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefit. The evaluation of costs and benefits require estimates and judgments by management. An independent, certified public accounting firm reviews the Village's financial accounting processes, practices and records annually.

VILLAGE OF NEW LENOX  
ORGANIZATION CHART

People of the Village of New Lenox

Mayor & Board of Trustees (elected)



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**VILLAGE OF NEW LENOX, IL**

**VILLAGE OFFICIALS**

Fiscal Year Ending April 30, 2017

<b>MAYOR</b>	Timothy Baldermann
<b>TRUSTEES</b>	Annette Bowden David Butterfield Doug Finnegan Emily Johnson Keith Madsen Dave Smith
<b>VILLAGE CLERK</b>	Laura Ruhl
<b>TREASURER/FINANCE DIRECTOR</b>	Kim Auchstetter
<b>VILLAGE ADMINISTRATOR</b>	Kurt Carroll

**MISSION STATEMENT**

*Our mission is to provide the residents of New Lenox with the highest quality, most efficient service through communication and teamwork between departments.*

*Our priorities are both the safety of the public and leading the community to better tomorrow by continuously striving to enhance the quality of life for the people who live, work and conduct business in the Village of New Lenox.*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Village of New Lenox  
Illinois**

For the Fiscal Year Beginning

**May 1, 2015**

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of New Lenox, Illinois for its annual budget for the fiscal year beginning May 1, 2015. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

VILLAGE OF NEW LENOX

2016/17  
Annual Budget

For the Fiscal Year Beginning May 1, 2016

Program No.	Program Description	Department Reporting
<b>General Fund</b>		
400	Village Board	Administration
401	Village Clerk	Administration
402	Village Commissions	Administration
403	Village Attorney	Administration
410	Village Administration	Administration
411	Finance	Administration
412	Information Technology	Administration
413	Central Services	Administration
415	Human Resources	Administration
420	Community Development	Community Development
421	Building	Community Development
423	Planning	Community Development
430	Engineering	Community Development
440	Economic Development	Community Development
450	Police Administration	Police
452	Police Records	Police
453	Police Patrol	Police
454	Police Investigations	Police
456	Police Community Services	Police
457	Police Traffic	Police
458	School Resources	Police
459	Public Safety Division	Police
460	Police Communications	Police
461	Code Enforcement	Police
470	ESDA	Police
480	Streets	Public Works
481	Public Works Administration	Public Works
482	Parkway Maintenance	Public Works
483	Building Maintenance	Public Works
484	Traffic Control	Public Works
485	Stormwater System Maintenance	Public Works
490	Street Lighting	Public Works
830	Community Access (CATV)	Administration
835	Community Benefit (Special Events)	Administration
840	Garbage Disposal	Administration

VILLAGE OF NEW LENOX

2016/17  
Annual Budget

For the Fiscal Year Beginning May 1, 2016

Program No.	Program Description	Department Reporting
<b>Waterworks &amp; Sewerage Funds</b>		
500	Sewer Administration	Public Works
501	Sewer Treatment	Public Works
502	Sewer Collection	Public Works
503	Sewer Regulation	Public Works
600	Water Administration	Public Works
601	Water Distribution	Public Works
602	Water Production	Public Works
603	Water Utility Billing	Public Works
<b>All Other</b>		
451	Seizure & Forfeitures	Special Revenue-Federal
700	Motor Fuel Tax	Special Revenue-MFT
706	Roadway Capital Improvement	Capital Projects
710	Equipment Maintenance (Fleet)	Internal Service
720	Public Improvements	Capital Projects
721	Equipment Replacement	Capital Projects
730	Commuter Parking Lot (CPL)	Enterprise-CPL
840	Garbage	Special Revenue-Garbage
850	Police Pension	Pension Trust
910	Debt Service	Debt Service
990	Transfers Out	Transfers



# VILLAGE OF NEW LENOX

1 VETERANS PARKWAY  
NEW LENOX, ILLINOIS 60451

VILLAGE OFFICE 815.462.6400  
FAX NUMBER 815.462.6449  
BUILDING DEPT. FAX 815.462.6469

MAYOR  
TIMOTHY BALDERMANN

ADMINISTRATOR  
KURT T. CARROLL

VILLAGE CLERK  
LAURA RUHL

TRUSTEES  
ANNETTE BOWDEN  
DAVID BUTTERFIELD  
DOUGLAS E. FINNEGAN  
EMILY JOHNSON  
KEITH MADSEN  
DAVID SMITH

May 1, 2016

The Honorable Mayor and Board of Trustees:

Attached for your review is the Village of New Lenox's Comprehensive Annual Budget Report for the Fiscal Year beginning May 1, 2016 and ending April 30, 2017. The Village operates under the "Municipal Budget Act" as outlined in Chapter 24, Section 8-29 of the Illinois Revised Statutes that requires the Village Board to approve the budget no later than May 1 of each year. The budget presented constitutes the official annual appropriation document for the Village of New Lenox.

## FISCAL YEAR PRIORITIES AND ISSUES

- ◀ **BALANCED BUDGET**-The top priority for the Village Board is to pass a balanced budget annually. Although this has been extremely challenging given the impact of the nationwide economic downturn on projected Village revenues, we are pleased to report that FY 2016-17 budget is balanced with revenues outpacing expenditures. The Village has been slowly coming out of the recession for the past 5 years. It is expected to continue in FY2016-17.
- ◀ **REBATE PROPERTY TAXES**-For a seventh year, the homeowners will receive a property tax rebate based on their Village of New Lenox portion of their 2015 property tax bill. The total amount budgeted for this rebate, which was 70% of the amount paid to the Village in the previous fiscal year, is estimated to be \$1,190,000. An application for this property tax rebate will be distributed during the fall of 2016 to the homeowners. Upon providing proof of payment of the 2015 property tax bill and meeting other requirements, rebates will be processed mid-fiscal year.
- ◀ **TIMELY COMPLETION OF THE ANNUAL ROAD MAINTENANCE PROGRAM**-Annually, it is a priority to complete resurfacing of certain roads during the summer months. This budget includes an asphalt overlay program totaling \$1,800,000. Streets throughout the Village will be completed under this program. It is the Board's priority to complete these projects while the local schools are on their summer break. The Village will fund this program with Motor Fuel Tax allotments from the State of Illinois in addition to a portion of the utility tax and home rule sales tax.
- ◀ **CONSTRUCTING NELSON ROAD EXTENSION**-The extension of Nelson Road from Illinois Highway to Haven Avenue will be constructed this fiscal year. This road will provide another North-South roadway south of Route 30.
- ◀ **WASTEWATER TREATMENT PLANT PROJECTS**-The expansion of WWTP #2 will begin this budget year. This project is necessary to accommodate sewer customers in the south part of the Village of New Lenox. Additionally, the project is necessary to remain in compliance with IEPA regulations.
- ◀ **SUCCESSFUL TRIPLE PLAY AND TRIPLE PLAY EXTRA CONCERT SERIES**-In its eighth year, the Village has contracted with Paradise Artists to bring six successful musicians/bands to the New Lenox Commons for six nights of entertainment. In order to allow more residents the opportunity to see a performance, the Village expanded its concert series to two separate triple play events. The Village plans to sell 5,000 tickets for two



different series for one low price that would allow a ticket holder to enter three of the six concerts. The cost of the ticket sales plus beverage sales and sponsorships are expected to cover most of the cost of the annual performing arts programs. This year's concert lineup includes Daughtry, Huey Lewis and the News, and The Wallflowers which is one Triple Play ticket. The Triple Play Extra series includes Buddy Guy, Michael McDonald and Chicago.

Because the funding of the annual performing arts programs is dependent on the success of the Triple Play Concert Series, the Village Board has made it a priority to promote ticket sales and sponsorships at all Village Board meetings and local events.

- ***SUCCESSFUL PERFORMING ARTS PROGRAMS***- Since the completion of the New Lenox Commons band shell in December 2004, the Village Board has made it a priority to have various free events for all area residents to enjoy. This budget includes July 4<sup>th</sup> activity expenditures as well as movie nights, Sunday night concerts and the annual holiday lighting event. The Triple Play Concert Series ticket and concession sales as well as sponsorships will fund most of these performing arts programs. Community awareness of all of these programs is another priority of the Village Board. A program calendar is mailed to each resident annually.

Although the performing arts programs were a priority in previous years, each year is expected to be better than the previous. A successful performing arts program continues to be a priority to the Village Board especially since the feedback from the community continues to be positive.

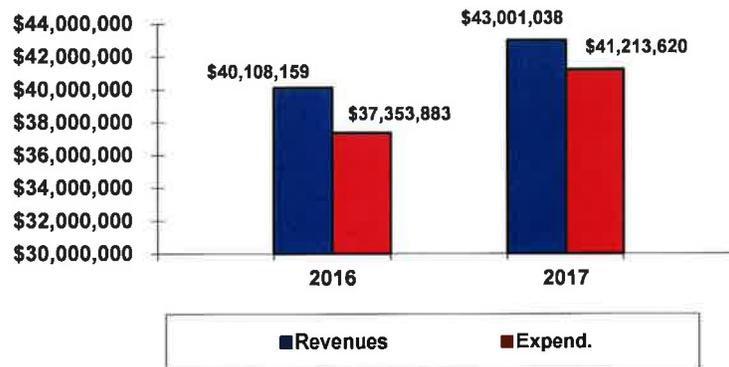
- ***ECONOMIC DEVELOPMENT***-Another strategic priority is focused development and redevelopment. This fiscal year, the Village Board will continue to promote the Village by advertising on radio reaching out to millions of listeners every day. Additionally, during FY 2014-15, in order to make a redevelopment deal come together and be successful, the Village used excess General Fund reserves to purchase commercial properties that were deemed "eyesores" in the heart of the Village. The Village has contracts with two developers to sell the property, covering the majority of the land and demolition costs. The sales of these properties are expected to be completed early in FY 2016-17 and commercial construction on these sites is expected to be started this budget year.

## THE BUDGET OVERVIEW

### FUNDS

The proposed operating budget outlines operating revenues of \$43,001,038 for all operating funds, an increase of 7.2% over the adopted FY 2015-16 Budget. (Not including interfund transfers and bond/grant proceeds.) The adopted FY 2016-17 Budget also proposes operating expenditures of \$41,213,620 across all operating funds, an increase of 10.3% from the adopted FY 2015-16 Budget<sup>1</sup>. (Not including interfund transfers and capital projects). Figure 1 shows a comparison of operating revenues and expenditures from FY 2015-16 to FY 2016-17:

**Figure 1**  
**Comparison of Operating Revenue and Expenditures**  
**All Funds FY 2016 vs. FY 2017**



For FY 2016-17, we are pleased to report that the proposed budget is favorable with operating revenues outpacing operating expenditures. The Village continues to see positive signs that it is slowly coming out of the recession and it is expected to continue in FY 2016-17.

Because of the Board's proactive move to enhance the Village's revenue source, the Village was able to complete large-scale projects (public works building and police station) and roadway improvements. This budget proposal includes steps to move forward with the extension of Nelson Road and funds used to expand the annual roadway overlay program in excess of the state motor fuel tax revenue. The Equipment Replacement Fund budget includes the replacement of aged vehicles and equipment. Additional vehicles and equipment necessary to maintain and in the future improve our current levels of service has been requested.

The Capital Improvements Fund was established to account for the large-scale projects as mentioned above. Since the remaining project is the extension of Nelson Road, the revenue and expenditures relating to this project was moved to Fund 42-Roadway Capital Improvements Fund. Therefore, upon the receipt of the state reimbursement for the BP Gas Station tank removal costs, the Capital Improvements Fund will be closed to the General Fund which is expected to be in FY 2016-17.

Revenues are expected to be relatively flat in FY 2016-17. The sales tax is expected to increase 3.5% or \$300,300 over the FY 2015-16. This is conservative and slightly below the trend of a 5% increase over the past year. Per the direction from the Village Board, the utility taxes from electric and natural gas and a portion of the home rule sales tax (0.50% of the 1.5% rate), which totals \$3,473,000, will be used for capital projects, including the debt related to the completed projects, the equipment replacement program purchases and the expanded roadway resurfacing program.

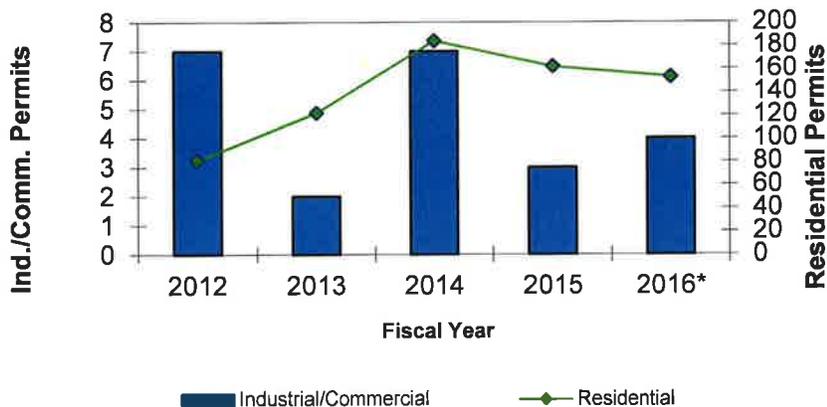
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<sup>1</sup> Personnel costs account for approximately \$16.8 million of the total operating expenditures.

As with the previous fiscal year staff was careful projecting building and development revenue. For commercial permits, the CVS and strip center including Fleckensteins and Durbin's located near the Route 30 Metra Station are included in the budget. On the residential side, this budget includes revenue from 173 residential building permits which is similar to the FY 2015-16. As in the past years, staff canvassed the local builders to refine the data utilized in our estimates to get a better gauge on residential building and development.

Figure 2 below summarizes the building activity for the previous five fiscal years for the Village of New Lenox. The trend shifts over the five years from residential growth to commercial and industrial growth back to residential growth. As the graph illustrates, the residential growth was at its lowest in 2012 but has increased and stayed steady each year since. Because there was enough developed lots available to construct single family homes, the number of residential subdivisions in the planning process within the Village has slowed down. There were two smaller subdivisions developed in FY 2015-16 and three smaller subdivisions are anticipated in FY 2016-17. The Village of New Lenox continues to be one of the fastest growing suburbs of Chicago including the top municipality in Will County for housing starts.

**Figure 2**  
**Building Growth FY 2012-FY 2016**



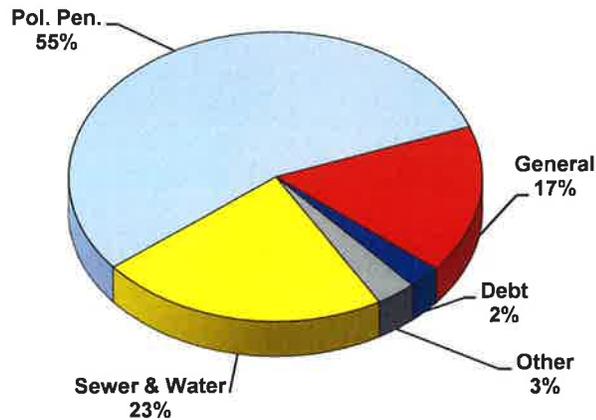
\*Information was presented as of 3/31/16.

Over 41% of the operating budget relates to personnel services. The budget has been prepared using the job title, pay and grade list from the Voorhees and Associates compensation study adjusted 2.5% for CPI. The two union contracts were used to budget the patrol and sergeant salaries which were also adjusted 2.5% for CPI. There are no new full-time employees included in the budget.

For the seventh year, this budget includes residential property tax rebate of the Village of New Lenox portion of the residential tax bill or \$1,190,000. This number reflects the continued increase in the rebate the Village Board passed along to the residents in fiscal year 2015-16.

Figure 3 displays the proposed 4/30/17 fund balances for all Village Funds. Major funds have been highlighted and others grouped together to show their relative proportion to the whole.

**Figure 3  
Projected 4/30/17 Fund Balances  
\$34,765,595 Village Total**



ACTIVITIES

The following are some comments and observations concerning each of the major funds.

GENERAL FUND

The General Fund is one of our most “sensitive” funds in that unlike enterprise funds such as Water, Sewer or Commuter Parking Lot, there is no single “user revenue charge” to generate dedicated revenues. General Fund is a composite of some fifty revenue sources ranging from intergovernmental taxes to licenses and permits to fines and charges for services. Sales tax, both base penny and 1.5% home rule, is expected to increase 3.5% which is mainly due to the recovery of the economy and additional commercial establishments in the Village. Sales tax accounts for 35.6% of the general fund revenue of \$8,824,000.

Income and Use tax, which account for approximately 12.3% of the General Fund revenue, is expected to decrease 2.7% from the previous year. This is due to the state shared revenue per capita figure decreasing from \$127.20 to \$125.50 for income and use taxes in total. Staff continues to monitor this revenue source closely throughout the year because there has been discussion that the State of Illinois plans to take a portion of local income tax from municipalities in order to meet state budget needs.

Property tax, which includes streets and bridges which is levied by the New Lenox Township, accounts for approximately 13.2% of the General Fund revenue. To be consistent with the audited financial statements, the Police Pension levy (\$1,104,582) is included in the General Fund as revenue and as expenditure in the Police Administration Program. As mentioned above, a portion of the \$3.28 million total or 33.7% of this total is given back to the residents in the form of a property tax rebate.

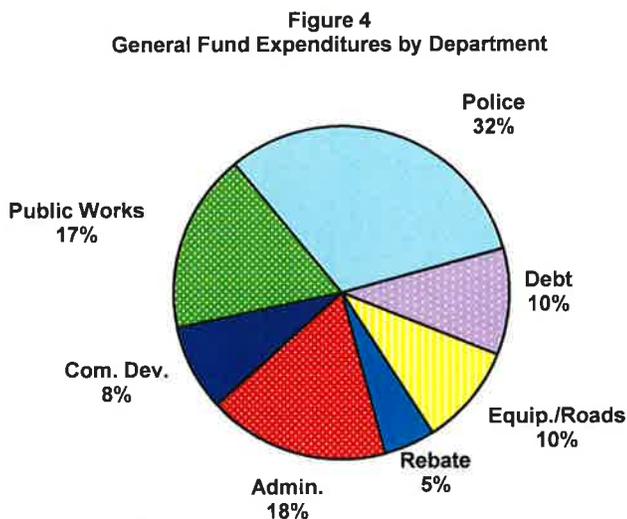
The Village will be hosting its 8<sup>th</sup> triple play concert series in the summer of 2016. The Village will be offering a second triple play concert series this summer also. All revenue and expenditures relating to these concerts as well as all of the activities in the Commons are included in the budget. One of the goals of the major concerts is to generate enough net revenue from the ticket and beverage sales to offset many of the “free” activities offered at the Commons throughout the year. The Commons activity is detailed within the Community Benefit portion of the General Fund.

Of the total General Fund expenditures, salaries and benefits account for 62.3% of the General Fund budget or \$12.1 million of the total \$19.5 million operating expenditures. As stated above, salaries were adjusted 2.5% for both the union and non-union wages. Our pooled group health insurance costs are expected to remain relatively the same as PPO and HMO premiums are expected to increase slightly. The employee wellness program will continue into this budget year. The benefits of such a program, besides our employee health and

wellness, include reduced insurance exposure which ultimately reduces premiums in the future. Additionally, because of the success of the program our insurance provider distributed over \$9,000 to the Village in FY 2015-16. Although not included in the revenue, the Village hopes to receive another wellness program incentive this budget year to offset the program costs.

In addition to the \$3.9 million transfer of General Funds relating to the new revenue, \$984,921 will be transferred out to cover debt obligations funded with general revenue.

Figure 4 below displays the General Fund expenditures by department.



The Village’s General Fund has an estimated 4/30/16-fund balance of \$5,208,393 and a projected 4/30/17 balance of \$5,755,762. This General Fund balance is exceeding our goal of maintaining a 3 month operating reserve. The projected fund balance of \$5.7 million is a 3.6 month operating reserve. The Village is able to accomplish this along with maintaining the service levels to its residents.

A portion of the General Fund balance, \$14,309, has been reserved to complete the parkway tree obligations for prepaid developments and tax levy balances for audit.

Although a challenge in this economy, this budget meets our goal to maintain a three month operating reserve fund balance in General Fund. Using next year’s operating expenses a one-month reserve is \$1,610,000. As you can see, our projected 4/30/17 fund balance is about a 3.6 month reserve. Conservative revenue projections continue to be used for the anticipated revenues. This FY 2016-17 budget is balanced and the General Fund continues to grow. The effects of the previous board actions such as the home rule sales tax, hospital and medical office developments on Route 6 and Route 30 and general belt tightening has helped the Village secure a positive budget.

**SPECIAL REVENUE FUNDS**

Special Revenue Funds are established to account for the proceeds of specific revenue sources (other than those for major capital projects) that are legally restricted to expenditures for specified purposes. Among the special revenue funds are Garbage Disposal, Motor Fuel Tax, Seizure & Forfeiture Funds and Special Service Area #2008-1.

Garbage Fund was closed in FY 2015-16. The garbage related activity, which includes the selling of garbage and yard waste stickers, is accounted for in the General Fund within the new Garbage Disposal program (Program 840). This Fund is included in the budget for historical purposes.

The Seizure and Forfeiture Fund, which accounts for the federal seized funds relating to drug forfeitures, has estimated federal forfeited revenue and transfers out to fund public safety vehicle purchases. Since there is no guarantee of when funds will become available, the purchase of patrol vehicles will be held off until there are funds received. When the funds are needed, a transfer will be made to the Equipment Replacement Fund to purchase patrol vehicles. There are limited uses of these funds and a vehicle purchase is an allowable use. If the Village is successful in obtaining federal and state forfeited funds, seven police vehicles will be purchased in the next 12 months to replace aging fleet.

The Special Service Area #2008-1 (Central Road Detention Pond) Fund accounts for the activity related to maintaining the detention pond located in the Wildwood subdivision. The Village established this special service area at the request of the Wildwood Homeowners Association. The developer turned the detention pond over to the homeowners who then asked for the Village's assistance with its maintenance. There are 70 homeowners who are taxed for this special service area. In this current fiscal year, the only anticipated expenditure is routine lawn maintenance. The remaining funds will be reserved for future large scale maintenance issues with the detention pond.

The Motor Fuel Tax Fund will complete an annual roadway maintenance program totaling approximately \$1.76 million. The total budget, which includes commodities, is \$1,935,200. The motor fuel tax state shared revenue of \$665,805 in addition to General Fund transfers of \$1,270,000 will fund this budget. This is the first year that the salt purchases were moved out of this fund. The Street Program in the General Fund has the road salt in its budget. Moving this commodity out of the MFT Fund has been an annual goal. This is the 1<sup>st</sup> step in the process of moving all commodities into the General Fund as funding allows in the future.

#### DEBT SERVICE FUNDS

Debt Service Funds include the 1999 IEPA Revenue Bonds, 2007 General Obligation Bonds, 2009 General Obligation Refunding Bonds, 2010 General Obligation Refunding Bonds, 2010 G.O. Bonds (Laraway SSA), 2011A General Obligation Refunding Bonds, 2012A General Obligation Bonds, 2012B General Obligation Refunding Bonds, 2013A General Obligation Bonds, 2014A General Obligation Bonds and the 2014B General Obligation Refunding Bonds.

The 1999 IEPA Revenue Bonds, totaling \$10,000,000, were issued to help fund the construction of the Lake Michigan Water project. Current water operating revenues finance the annual bond payments relating to this issue. Additionally, the Village of Mokena will reimburse the Village for their portion of the debt related to their Lake Michigan Water project improvements, which is calculated to be 34.42%. This reimbursement is accounted for in the Water Fund.

The 2007 General Obligation Bonds were issued to fund \$3,700,000 of roadway improvements. These improvements are accounted for in the Roadway Capital Improvements Fund and will continue this fiscal year. Current telecommunication fees will pay for the principal and interest on these bonds.

The 2009 General Obligation Refunding Bonds were issued to pay off the 1999 General Obligation Sewer & Water Refunding Bonds, the 1990 IEPA Loan and the 2002 IEPA Loan. In addition, this issue partially refunded the 2002A General Obligation Sewer Bonds and the 2005 General Obligation Bonds. The Board of Trustees chose to abate the property taxes relating to this bond issue. Per Village ordinance, residents are charged a debt/capital monthly fee of \$11.19 on their water and sewer bill. Of this amount, \$8.84 is used to offset the annual debt payments. This charge along with accumulated sewer and water tap on fees will be used to pay the annual bond payments relating to this issue.

The 2010 General Obligation Refunding Bonds were issued to pay for infrastructure improvements, advance refund a portion of the 2004 General Obligation Bonds and pay for the costs of issuing the Bonds. The portion of the issue relating to the infrastructure improvements will be funded with property taxes charged to a Special Service Area benefiting from these improvements. As with the 2004 General Obligation Bonds, the Board of Trustees chose to abate the property taxes relating to the remainder of this bond issue. Therefore, sales tax generated from new "big box" retailers will be transferred from the

General Fund to pay for these bonds.

The 2011A General Obligation Refunding Bonds were issued refund the 2002A General Obligation Bonds which funded the last WWTP #1 Expansion project. As with the 2002A General Obligation Bonds, the Board of Trustees chose to abate the property taxes relating to this bond issue. Therefore, a portion of the debt/capital monthly fee will be used to pay for the annual debt obligation on these bonds.

The 2012A General Obligation Bonds were issued to fund major capital projects including a new public works building, a portion of a new police station and two treatment plant projects. The majority of this issue (\$7.1 million) was used on the two buildings and utility tax and home rule sales tax funds the annual debt service. The sewer portion of this issue (\$2.0 million) is funded with accumulated funds on hand.

The 2012B General Obligation Refunding Bonds were issued to refund the balance of the 2004 General Obligation Bonds which funded the construction of the new village hall. Construction was completed in the March 2007 on the village hall. Sales tax generated from new “big box” retailers will be transferred from the General Fund to pay for these bonds.

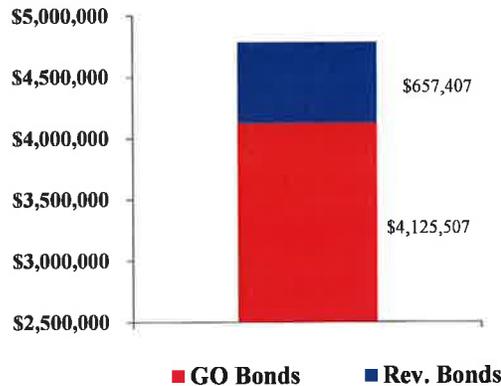
The 2013A General Obligation Bonds were issued to fund the new police station. The utility tax and home rule sales tax funds the annual debt service on this issue.

The 2014A General Obligation Bonds were issued to fund the final cost of the new police station. The utility tax and home rule sales tax funds the annual debt service on this issue.

The 2014B General Obligation Refunding Bonds were issued to refund the balance of the 2005 General Obligation Bonds which were issued to fund a few major water and sewer capital projects. Accumulated water and sewer tap on fees pay for the annual debt obligation on these bonds.

Figure 5 below displays the principal and interest payments due by type. It should be noted that all G.O. Bond taxes are abated during the year and current funds are used to pay this debt annually.

**Figure 5**  
**Principal and Interest Payments Due by Type**  
**FY16-17**



### CAPITAL PROJECTS FUNDS

The Capital Projects/Improvements Funds were established to account for financial resources to be used for the acquisition or construction of major capital facilities (other than financed by proprietary funds). This budget includes Roadway Capital Improvements Fund, Equipment Replacement Fund, Public Improvements Fund, Cedar Crossings SSA/Business District and Capital Improvements Fund.

The Roadway Capital Improvements Fund has expenditures of \$6,222,000. In FY 2015-16, the Village secured the land and right-of-way necessary to construction the Nelson Road extension. The total for this construction is expected to be \$5,775,000 and will be funded with bond proceeds. Home rule sales tax and utility taxes will fund the annual debt costs. Additionally, this budget includes \$300,000 for the final installment of the local portion for the Route 30 widening completed by IDOT which was carried over from FY 2015-16. The State will be constructing intersection improvements at Gougar and U.S. Route 6 this year. The Village requested street lights be included in the project, which the Village must pay for. There are funds in the budget for the Village's estimated obligation.

The Equipment Replacement Fund which is funded with police federal and state forfeitures and General Fund, Sewer and Water transfers includes \$979,080 of new vehicles and equipment in addition to \$104,448 lease obligations. All of the new vehicles and equipment will be financed with funds on hand. The vehicles to be replaced are listed in the Equipment Replacement Fund budget.

The Public Improvements Fund shows a fund balance of \$2,415 as of 4/30/17. The Village will be designing a new Route 30 Metra Station that will be moved further east down the train line to help with the flow of traffic at Cedar Road and US Route 30 intersection. There are funds in this budget for this design. Included in the budget is the balance of the engineering costs relating to the Canadian National bridge study which was reimbursed by the Canadian National and grant proceeds. With the construction of the Nelson Road extension, the Aerohaven drainage issues can be addressed at the same time. Funds have been earmarked in this budget for many years to assist with this project. There is also \$61,125 in this budget for costs related to the construction of quiet zones at the Southwest Service grade crossings in the Village. This is the Village portion of the project. Additionally, expenses related to projects funded with grant proceeds, including a bicycle trail and fence are included in this budget.

The Cedar Crossing SSA/Business District Fund budget remains the same as previous years. The development on the southwest side of Route 6 and Cedar Road continues to move forward. Currently the only buildings in this development area are medical office buildings. As stated in the development agreement, the Village will issue special service area bonds and sales tax bonds for this project when there are sales tax producers in the Cedar Crossings project. The debt obligations will be financed with sales tax generated from this project and, if necessary, property taxes from the SSA participants. Because the Village is issuing this debt on behalf of the developer, the distribution of the proceeds will be overseen and accounted for by the Village.

The Capital Improvements Fund will be closed to the General Fund upon the receipt of the outstanding State grant proceeds.

#### ENTERPRISE FUNDS

There are three major Enterprise Funds included in this budget: The Sewer Fund, the Water Fund (both including many sub-funds) and the Commuter Parking Lot Fund.

Sewer Operations & Maintenance Fund revenue exceed expenses, however, the fund continues to reflect a residual fund deficit of \$359,599. Most of this deficit is a result of prior year's rates not meeting expenses and some one-time large unanticipated expenses. New sewer rates, both volumetric rates and debt/capital charges, went into effect on March 1, 2016. The rates increased 57% and 60% respectively. The revenue from these increases in addition to anticipated future rate adjustments related to the expansion project is reflected in the budget. The portion of the debt/cap revenue related to capital (21%) will be transferred to Sewer Capital Improvements to fund future improvements. The majority of the operating budget is personnel and benefits costs which are 61% of the budget.

The Sewer Capital Improvements Fund includes the initiation of the WWTP #2 expansion. The total cost of this project is estimated to be \$19 million. The budget includes \$9.5 million (1/2 of the cost) towards this project which is expected to begin mid-budget year. The Village has applied for an IEPA Loan to fund this project and rates will need to be addressed to cover these debt payments. The WWTP #2 Expansion Fund was closed in FY 2014-15 and all activity related to this project will be accounted for in the Sewer Capital

## Improvements Fund.

The Water Operations & Maintenance Fund reflects a projected 4/30/17 fund balance of \$5,701,363. A portion of this fund balance will assist with the future costs associated with Oak Lawn's water line improvements. Additionally, funds will be transferred to the Water Capital Improvements Fund for current improvements including construction of a water booster station.

The Water Capital Improvements Fund includes the in construction of the southeast booster station that improves the water pressure to that section of the Village. Additionally, this budget includes the design of many water mains in the older sections of the Village (along Route 30 and Cedar Roads). The fund balance of \$502,764 is expected as of 4/30/17.

The third enterprise fund to highlight is the Commuter Parking Lot Fund. This fund has a fund balance of \$160,047 as of 4/30/17. In addition to this balance, \$287,500 is earmarked for future re-surfacing needs. Thus, a total of \$127,453 is considered a deficit. Prior to 4/30/15, this fund ran in the deficit for many years. This deficit was improved with the 25% increase in the daily commuter parking lot fee (from \$1 to \$1.25). During the fiscal year, the Village may have an opportunity to resurface a portion of the Route 30 commuter lot during the construction of commercial developments. The current fund balance would be adequate to complete the resurfacing if that opportunity exists. The budget will be amended to complete this project.

## INTERNAL SERVICE FUND

The Equipment Service Fund is Village's internal service fund. The equipment services department's primary objective is to provide preventative maintenance on all Village owned equipment. The General Fund, Water Operations and Maintenance Fund, and Sewer Operations and Maintenance Fund reimburse this department, which are the funds that the internal service fund primarily serves.

## TRUST AND AGENCY FUNDS

The Pension Trust Fund is the Police Pension Fund, which accounts for the accumulation of resources to be used for retirement annuity payments at appropriate amounts and times in the future. The Police Pension Fund has a sizable fund balance of \$19,135,578 as of 4/30/17. There are eleven pensioners paid out of this fund this budget year. The Police Pension Board controls expenditures from this fund.

## SUMMARY

The FY 2016-17 budget provides the financial framework to accomplish many major capital improvement projects, while assuring the continued delivery of high quality municipal services. Managing the delivery of quality municipal services is a challenge to all local governments. The need to benchmark municipal service levels so as to provide a scale by which to monitor future performance is an ongoing task for the Village. We must be forever conscious of the "quality" of our services and plan for program adjustments where necessary to accomplish the same. This year's budget is a direct reflection of this process. The work initiated in the budget and the philosophy behind the direction will serve the residents well as we prepare our community for the challenges of the 21st Century.

I wish to thank the Mayor and each of the Village Board members for their early guidance in developing this budget. I wish to additionally thank all department heads and administrative staff who work ever so hard on this document despite a deluge of other job responsibilities.

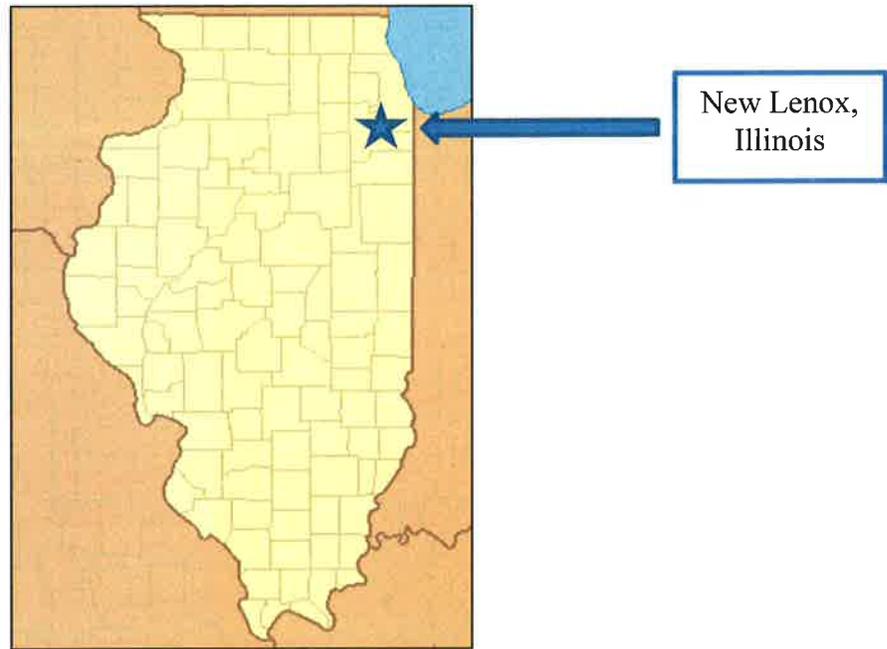
Respectfully submitted,



Kurt Carroll,  
Village Administrator

## VILLAGE PROFILE

### HISTORY OF THE VILLAGE



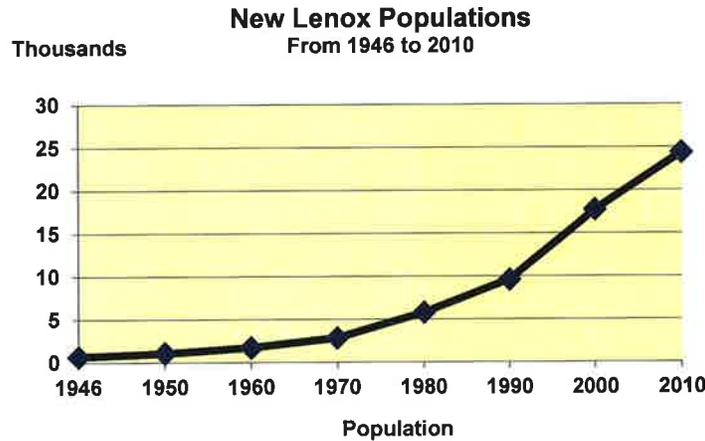
New Lenox was home to the Indians-oak trees, butternuts, walnuts and wildflowers filled the woods surrounding Hickory Creek. The first settlers who came to this community made their homes at Gougar Crossing (Route 30 and Gougar Road). Settlers came from the north and east; from the Kankakee River, the DesPlaines and then on to Hickory Creek. The first name of the community was Van Horne Point. The community later “laid out” by survey was named Tracy in honor of the General Superintendent of the Rock Island Railroad, which ran through the town. Mr. Tracy later requested that the community be renamed after the Township, which was named New Lenox. New Lenox Township, named after Lenox, New York, was established when Will County was created in 1852 with the building of the Rock Island railroad line between Chicago and Rock Island. One of the State’s first highway routes was Route 30, Lincoln Highway, which was built in 1920 and runs east west through the Village.

The Village of New Lenox was not officially created until October 4, 1946. Back in 1945 and 1946, community leaders, F. Carlton Cole, Walter Baers and others reasoned that the community should be incorporated and become a Village. They strongly felt the need for self-governance and local control that incorporation would bring. Recognizing the benefits and the potential growth of the area, a community vote in the spring of 1946 resulted in the authorization for the creation of the Village of New Lenox. On October 4, 1946, the State of Illinois officially certified that the Village of New Lenox was legally organized and incorporated as a Village in the State of Illinois.

At time the Village of New Lenox was incorporated in 1946; the population increased only slightly to 1,750 at the 1960 Census; the 1970 Census (2,855); the 1980 Census (5,792); the

## VILLAGE OF NEW LENOX

1990 Census (9,627); the 1993 Census (10,563); the 1998 Census (14,786); the 2000 Census (17,771); the 2003 Special Census (21,846); the 2008 Special Census (24,055) and the 2010 Census (24,394).



The community is predominately residential in character with approximately 80.60% of its assessed valuation is residential property, 13.96% commercial, 5.25% industrial and 0.19% farmland. The Village is adjacent to vast quantities of agricultural and undeveloped property providing the Village with tremendous growth potential.

The Village of New Lenox is located in Will County approximately 36 miles southwest of downtown Chicago. The Village is one mile east of Joliet, the County seat of Will County. The Village is approximately 12 miles from two major north-south interstate highways: I-55 linking Chicago and St. Louis, and I-57 linking Chicago and the far southern parts of the State. Within the Village limits of New Lenox is an interchange of I-80, the major east-west interstate route in northern Illinois. In addition, there is an interchange for I-355 near Cedar Road and Route 6 in the Village of New Lenox. I-355 links northern Will County to Chicago's northwest suburbs. The Village is also served by east-west State Route 30 (Lincoln Highway), and north south Cedar Road. There has been tremendous economic interest at the interchange of I-355 and Route 6. Silver Cross Hospital was constructed near this interchange. Additionally, medical buildings are currently under construction in this area.

### **THE ORGANIZATION OF NEW LENOX GOVERNMENT**

The Mayor and six Trustees are elected positions. Each term of office is for four years with the exception of one two-year term due to a vacancy in 2015. Trustee elections are held every two years with three trustee positions expiring. Because of the vacancy, there will four trustees up for election in 2017.

The appointment of all officers, commissions, committees and boards shall be subject to the approval of the Board of Trustees. The hiring and dismissal of all full-time employees of the Village shall be subject to approval of the Board.

## VILLAGE OF NEW LENOX

As of November 2000, the Mayor appoints the Village Clerk. Prior to the 2000 election, the Village Clerk was elected for a 4-year term to run concurrently with that of the Mayor. The November 2000 referendum passed changing the Village Clerk position from an elected position to an appointed position.

The Village Administrator is head of the administrative branch of the Village of New Lenox government. He/she shall assist the Village Clerk and they shall jointly have custody of all Village documents except as directed by law or by ordinance to be deposited elsewhere. The Administrator shall be responsible to the Mayor and the Village Board of Trustees for the supervision of all departments with the exception that the technical supervision of the Police Department must be provided by the Chief of Police. The Administrator shall have and exercise all powers and duties assigned to him/her in accordance with the Village Code Section 1-8-1 and such other authority granted by Board of Trustees. The Administrator shall attend all meetings of the Village Board of Trustees unless excused by the Board. He/she shall present the Administrator's report and must be prepared to answer any questions regarding the administration of the Village.

### COMMISSIONS AND BOARDS

**EMERGENCY SERVICES AND DISASTER AGENCY (ESDA):** These volunteers stay prepared for disasters of all sizes and destructiveness such as tornadoes, flooding, fire, earthquakes or other natural and man-made causes. The ESDA is also involved with other local, state and federal agencies through mutual aid. They are active in weather spotting, medical and security aid, traffic control and water recovery.

**FIRE AND POLICE COMMISSION:** This commission is responsible for original testing, as well as promotional testing for all grades of rank within the Police Department and the posting and maintaining of current eligibility lists appropriate for those positions. They shall recommend for appointment all officers and members of the Police Department of the Village of New Lenox and they will establish rules (a) to carry out the purpose of this division, and (b) for appointments and removals in accordance with the provision of state law. The Board, from time to time, may make changes in these rules, which shall apply only to the conduct of examinations for original appointments, for promotions, and to the conduct of hearings on charges brought against a member of the Police Department.

**PLAN COMMISSION:** The Plan Commission is a 7-member commission. The Plan Commission is an advisory commission to the Village Board on all planning matters. These matters include zoning, annexation, subdivision, planned unit developments, special uses, and implementation and amendment of the Comprehensive Plan.

**POLICE PENSION BOARD:** This board is made up of 2 current police officers, 2 appointed citizens, 1 retiree of the board and a treasurer. The fund established for the retirement pensions of village police officers is monitored and managed by this board, which oversees the investment of the money. These board members also review

## VILLAGE OF NEW LENOX

disability benefit applications. The board ratifies the participation of new employees into the pension plan and authorizes payment to members upon their retirement.

**ZONING BOARD OF APPEALS:** The members of the Plan Commission also make up this board. When an individual wishes to make a change to his residence or place of business beyond that which is allowed in the original zoning, he must come to this board to seek a recommendation on a variance before his plan can begin. This can involve such things as a fence or an oversized garage at a residence, or a change in signs or parking at a business. The board also serves in an advisory capacity to the Village Board on all applications for temporary uses.

**PARKING AND TRAFFIC ADVISORY BOARD:** Established in 2003, this board consists of 5 members, three of who shall be citizens of the Village of New Lenox and are appointed by the Mayor, with the consent of the Board of Trustees. Their 3-year term expires on June 1<sup>st</sup>. One member of the engineering department and one member of the police department offer technical assistance to this Board. This board submits recommendations in the advisory capacity to the Board of Trustees for official action that is aimed at improving parking and traffic conditions. This board reviews short-term and long-term traffic policies. This board also reviews traffic studies prepared by consultants.

### AD-HOC COMMITTEES

From time to time the Village may determine that a short-term, non-recurring committee is needed to analyze a specific issue. The Mayor and Village Board assign the individuals to these committees.

# VILLAGE OF NEW LENOX

## COMMUNITY PROFILE

Date of Incorporation	1946
Population	26,520
Form of Government	Mayor-Board
Area in square miles	15.6 Square miles
Recreation and Culture:	
Number of parks	36
Number of libraries	1
Number of volumes	130,000
Fire Protection:	
Number of stations	4
Number of firefighters and officers	45
Police Protection:	
Number of stations	1
Number of authorized police officers	40
Education:	
Attendance centers	16
Number of classrooms	435
Number of teachers	652
Number of students	9,696
Median Household Income (2014)	\$96,327
Number of Households (2014)	8,336
Education Level (% Completing -2010 Census):	
High School	97.2%
Four years of more of college	33.3%

### Principal Taxpayers

Silver Cross Hospital & Medical Center  
Michael's Distribution Center  
Wal-Mart Stores, Inc.  
Cherry Hill Industrial Building (Rock Tenn)  
Metro Chicago Industrial Acquisition Corp.

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## Strategic Plan 2014-16

The Village of New Lenox engaged in a strategic planning process over three separate sessions facilitated by Craig Rapp, from the Center for Governmental Studies at Northern Illinois University. The Mayor and Board met the evenings of February 20 and 22, 2014, followed by a meeting of senior staff on March 18. The three meetings yielded a draft strategic plan for the three-year period 2014-2016.

The strategic plan consists of a set of five *strategic priorities*, which are the highest priority issues for the next three years; a series of *key outcome indicators (KOI's)*, which describe desired outcomes and success measures; and a list of *strategic initiatives*, which define the actions that will be taken to ensure successful effort.

At the initial planning meeting on February 20, the Board discussed their operating environment. This included a discussion regarding the organization's culture and value proposition. Following that discussion, the group conducted a review of their strengths, weaknesses, opportunities and threats (a SWOT analysis), which uncovered the major challenges facing the Village, ultimately leading to the adoption of a set of five strategic priorities.

On February 22, the group met to consider the five strategic priorities. They clarified the definitions of each to create a common understanding of the priority. This was followed by the development of a set of desired outcomes in each priority area. The outcomes were expressed in the form of key outcome indicators-which provide a measureable target for the outcomes.

On March 18, the senior management team met to review the priorities and KOI's and to develop a set of strategic initiatives for each priority. The initiatives are the projects and programs that would be undertaken to reach the outcomes identified.

After careful review of the priorities and KOI's the group decided that there was significant overlap between the Focused Development priority and the Redevelopment priority. They decided to combine into a single priority named Focused Development and Redevelopment, resulting in four priorities.

The strategic priorities, key outcome indicators and strategic initiatives are summarized on the following page:

Village of New Lenox- Strategic Plan Summary 2014-16

Strategic Priority	Key Outcome Indicator (KOI)	Target	Strategic Initiatives
<b>FINANCE</b>	General Fund reserve balance	90 days reserves	a) Create plan to restructure debt b) Develop LT financial outlook c) Analyze comp plan for implementing EAV targets d) Create financial plan-use of excess funds e) Systematic review of operations
	Bond rating	AA+	
	Property tax burden	Increase rebate from 60% to 75%	
<b>GROWTH</b>	Implementation of Commons Vision	Master plan adopted, infrastructure in place	a) Create a high-priority site redevelopment plan b) Develop a clear master plan for the Commons c) Develop detailed Commons infrastructure plan d) Feasibility analysis- new & old stations
	Development of targeted locations	Five key vacant locations occupied-retail and restaurants	
	House of Hughes redevelopment	New House of Hughes building w/ fine dining restaurant	
	Train station conversion	Plan and funding strategy for new, reuse plan for old	
<b>OPERATIONS</b>	Capital replacement	5 yr. CIP in place w/ funding strategy	a) Infrastructure plan- Nelson Rd. b) Acquisition/ROW plan for Nelson Rd. c) LT WWT needs analysis d) Funding analysis options for CIP e) Water systems modeling f) Systems capacity analysis- Rte. 30 sites
	Availability of infrastructure- Rte. 30 sites	Rte. 30 infrastructure and Nelson-Vine frontage Rd completed	
	Availability of infrastructure-Nelson Rd.	Nelson Rd. plan and funding strategy completed	
	Wastewater treatment capacity	Feasibility analysis completed for downstream relocation	
<b>PROMOTION</b>	Community recognition by greater Chicagoland	Community vision & brand established	a) Conduct a community survey b) Develop a community branding strategy c) Create a process for developing a community vision
	Development resulting from brand marketing	__ new developments	

## VILLAGE OF NEW LENOX, IL

### CURRENT GOALS FOR FISCAL YEAR 2016-17 BY STRATEGIC PRIORITIES

#### **STRATEGIC PRIORITY: FISCAL STABILITY**

- To approve a balanced budget before April 30<sup>th</sup> prior to the next fiscal year;
- To rebate the 2015 Property Taxes for residential properties for the seventh year beginning in the fall of 2016 which is after the majority of the property tax receipts have been allocated to the Village;
- To obtain the Comprehensive Annual Financial Reporting (CAFR) Award for the 34<sup>th</sup> consecutive year;
- To obtain the Distinguished Budget Presentation Award for the 21<sup>st</sup> consecutive year;
- To pay the all debt obligations when due;
- To complete the ICMA performance measures timely;
- To monitor revenues and expenditures monthly and report to the Village Administrator and Village Board any significant variances;
- To apply for state and federal grants whenever applicable;
- Continue to educate the utility customers about the E-Billing program;
- To invoice the Village of Mokena for their portion of the 1999 IEPA Lake Michigan Water Loan in October 2016 and April 2017 to coincide with the debt obligations;
- To update the comprehensive plan and analyze it for implementing EAV targets

#### **STRATEGIC PRIORITY: FOCUSED DEVELOPMENT & REDEVELOPMENT**

- To coordinate the development of the commercial parcels on the northeast corner of Cedar Road and Route 30 (Lincoln Highway);
- To complete the design of a new Metra station on Route 30;
- To generate sales tax through increased economic development; sales tax will be monitored monthly and reported to the Village Board timely;

## VILLAGE OF NEW LENOX, IL

- To attract commercial developments to the Village of New Lenox by representing the Village at various trade shows and community events;
- To provide consistently high service levels of pro-planning efforts
- To provide efficient and effective building oversight by conducting inspections timely during the building process;
- To monitor ordinance compliance through code enforcement activities;

### **STRATEGIC PRIORITY: INFRASTRUCTURE MAINTENANCE & IMPROVEMENT**

- To construct the Nelson Road extension from Haven Avenue south to Illinois Highway;
- To initiate the construction of the expansion design at WWTP #2 which will be funded with bond proceeds or IEPA loans and take approximately 2 years to complete;
- To design aged water main replacements along Cedar Road and Route 30;
- To expand and complete the annual road maintenance program timely;
- To complete the wastewater master plan and odor control study;
- To provide the highest level of customer service to the community by responding to inquiries such as work orders, general questions, etc. within 1-2 business days;
- To efficiently issue miscellaneous building permits (i.e., decks, pools, etc.) within 2-3 business days with a goal of 1 day, residential, commercial and remodeling permits within 10-14 business days after a completed application is submitted.
- Utilize the Public Works Department for acceptance of public improvements installed via the subdivision development process;
- Improve the quality of the Village's infrastructure inventory by annually inspecting the water and sewer lines, sidewalks, streets/curbs and bridges for consideration in the annual motor fuel tax program, sidewalk replacement program and sewer/water annual improvements;
- To update the inspection program annually of inventory of street signs, sidewalks, and street lights
- To continue to replace sidewalks throughout the Village of New Lenox to comply with the American Disabilities Act as the budget allows;

## VILLAGE OF NEW LENOX, IL

- Expanded rehabilitation of collection system utilizing televising and flow measurements to identify problem areas;
- To update the equipment replacement and computer replacement programs to address aged equipment proactively rather than reactively;
- To develop a more efficient procedure for energizing new street light installations by researching current trends in the electric marketplace;

### **STRATEGIC PRIORITY: MARKETING THE VILLAGE**

- To continue to promote the community activities in the New Lenox Commons pavilion by mailing the events calendar with the utility bills and posting it at the Village Hall and on [www.newlenox.net](http://www.newlenox.net);
- To continue to promote the civic engagement program, “In Our Community™ of New Lenox” in which rewards New Lenox area residents for being more engaged in the community. InOur.Community™ was created with the purpose of bringing a community together through its residents, institutions, and businesses.
- To raise awareness about the local alert system, Nixle, which the Village of New Lenox has partnered with to alert residents in real-time for localized emergency situations and relevant community advisories.
- To inform and promote the businesses within the Village of New Lenox using the business registration web-based program.
- To complete a community branding study
- To continue to market the Village of New Lenox by attending various trade shows including the annual ICSC held in Las Vegas, Nevada each year.
- To continue to market the Village of New Lenox on Chicago radio stations.
- To inform and promote the newly developed community vision statement.
- To continue to establish lines of communication with the departments and the Village Board with the use of e-mail, weekly staff meetings and monthly committee meetings;

## VILLAGE OF NEW LENOX, IL

### OTHER CURRENT GOALS FOR FISCAL YEAR 2016-17

- To complete the Strategic Initiatives from the Strategic Plan Summary 2014-16;
- To provide Village of New Lenox cable viewers updated information on the Village cable television network (Channel 6);
- To continue to communicate to the Village of New Lenox residents through monthly utility bills about the current events and various policies;
- To solicit sponsorships for the various calendar of events held at the New Lenox Commons Performing Arts Pavilion by the 1<sup>st</sup> major event in June 2016;
- To sell 5,000 Triple Play and 5,000 Triple Play Extra concert tickets annually along with soliciting donations to generate enough revenue to fund the annual performing arts events;
- Provide leadership, direction, and administrative support for Police Department personnel;
- To promote the new payment app called Passport which allows Metra commuters a convenient way to pay their daily parking fees through their mobile devices;
- To efficiently maintain all Police Department records;
- To provide safety to citizens and property through proactive crime prevention measures;
- To develop cooperative relationships between the patrol officers, the citizens and business leaders to reduce crime by hosting community watch programs throughout the Village;
- To provide a safe learning environment for students and faculty at local schools through the use of a School Resource Officer;
- To maintain and improve the New Lenox Police Cadet program;
- Provide citizens with the highest level of investigative services;
- Improve the level of highway safety on the streets in the Village of New Lenox;
- Ensure that evidence and recovered property is properly collected, preserved, and inventoried in an effective and efficient manner by conducting an evidence inventory annually;

## VILLAGE OF NEW LENOX, IL

- Provide enhanced community policing activities, programs and training;
- To respond to emergency and non-emergency demands of citizens in a timely manner;
- If necessary, aid disaster victims during their time of need by providing shelter, evacuation of persons from dangerous areas, and coordinating the delivery of emergency services with New Lenox CERT Team, Will County, State, and Federal ESDA units;
- To utilize the magistrate program to the fullest extent by holding monthly hearings the New Lenox Police Department; and,
- To utilize traffic wardens for community events rather than pay overtime to full time patrol officers whenever possible such as the concert series, commons events and parade routes.

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## VILLAGE OF NEW LENOX, IL

### Linking the Strategic Plan to the FY 2016-17 Budget

The following strategic priorities are addressed in throughout the FY 2016-17 budget.

#### FISCAL STABILITY

- The General Fund balance exceeds the 90 day reserve strategic target or 25% of the operating expenditures. The April 30, 2017 projected fund balance is approximately 30% of the operating expenditures.
- The expenditure for the property tax rebate totaling \$1,190,000 is included in the General Fund Central Services Program budget. This amount assumes an increase in rebate to the Village residents from 70%, which was the amount rebated in FY 2015-16, to 75%. The strategic target is to increase this percentage to 75% by the end of the three-year strategic period. This is the 3<sup>rd</sup> year of the three-year strategic period.
- The comprehensive plan will be updated during FY 2016-17 with the completion expected the following fiscal year. A strategic initiative is to analyze the comprehensive plan for implementing Equalized Assessed Valuation targets with the ultimate goal to shift the tax burden from residential to non-residential properties. Updating the comprehensive plan will allow for this review.

#### FOCUSED DEVELOPMENT & REDEVELOPMENT

- The New Lenox Town Center Master Plan was completed in FY 2014-15. The Mayor and Village Board continue to seek opportunity to develop the land surrounding the New Lenox Commons. If the Village is in the position to take the lead in coordinating developers to follow the vision of the master plan by purchasing land for future development, the budget will be amended before the fiscal year end.
- During FY 2014-15, the Village purchased five parcels for redevelopment. In early FY 2016-17, the property will be sold to developers who plan to construct a CVS Pharmacy and a commercial center with a bakery and restaurant. The building related fees and engineering revenue from this project is included in the budget. This project addresses one of the strategic targets which focus on growth and redevelopment. Another strategic target will be addressed in the redevelopment plan. The FY 2016-17 budget includes the expenses related to the design of a new Metra train station on Route 30. Sales tax generated from the above mentioned commercial development will be used to fund th new Metra Station construction in the future.

#### INFRASTRUCTURE MAINTENANCE & IMPROVEMENT

- The 5-year Capital Improvement Plan (CIP) was updated during this budget process. The strategic initiative and target was to complete this plan. A summary of the CIP is included in this budget.

## VILLAGE OF NEW LENOX, IL

- Another strategic initiative is to develop an infrastructure plan to complete the Nelson Road extension from Haven Avenue to Illinois Highway. The Village secured the land for this project in FY 2015-16. The Nelson Road extension will be constructed during FY 2016-17.
- Another strategic initiative is to complete the update the water systems model which is included in the FY 2016-17 budget.
- Included in this FY 2016-17 budget is the wastewater master plan expenditure. This plan will address many of the wastewater issues including a feasibility analysis of downstream relocation.
- Addressing the key outcome indicator relating to the wastewater treatment capacity, the FY 2016-17 budget includes the expansion of WWTP #2 which is expected to take 18 months to complete.

### MARKETING THE VILLAGE

- The Assistant Village Administrator, Economic Development Coordinator and a Village Trustee will attend trade shows throughout the year including the International Consortium of Shopping Centers show in Las Vegas, Nevada. The Village of New Lenox will man a booth marketing the Village.
- Included in this budget are the funds to complete a branding study with goals to establish a brand for the Village.
- The Village of New Lenox contracted with a Chicago talk radio station to advertise and promote the village. The cost for this advertisement is included in the Economic Development program budget.

## **BUDGET AND FINANCIAL POLICIES**

Among the responsibilities of the Village of New Lenox to its residents are the care of the public funds and the wise and prudent management of municipal finances while providing the adequate funding of the services desired by the public and the maintenance of the public facilities. These financial management policies are designed to ensure the fiscal stability of the Village of New Lenox municipal corporation and guide the development and administration of the annual operating and capital budgets.

### OBJECTIVES

The Village's financial objectives address revenues, cash management, expenditures, debt and risk management, capital needs and budgeting and management. The specific objectives are listed below:

- To protect the policy-making ability of the Village Board by ensuring the important policy decisions are not controlled by financial problems or emergencies.
- To ensure the legal use of all Village funds through a good system of financial security and internal controls.
- To assist Village management by providing accurate and timely information on financial conditions.
- To provide sound principles to guide the important decisions of the Village Board and of management which have significant fiscal impact.
- To provide essential public facilities and prevent deterioration of the Village's public facilities.
- To set forth operational principles that minimizes the cost of government and financial risk, to the extent consistent with services desired by the public.
- To enhance the policy-making ability of the Village Board by providing accurate information on program costs.
- To employ revenue policies that prevent undue or unbalanced reliance on certain revenues, which distribute the costs of municipal services fairly, and which provide adequate funds to operate desired programs.

### ACCOUNTING AND REPORTING POLICIES

The financial reporting entity (the government) includes all the funds of the primary government (i.e. the Village of New Lenox as legally defined). The Village provides a full range of municipal services including public safety, community development, code enforcement, streets & grounds maintenance, street lighting, stormwater controls, engineering, garbage disposal, water distribution, sanitary sewer collection and treatment and commuter parking facilities.

The Village's financial statements present the government and its component units, entities for which the government is considered to be financially accountable. The Village's blended component units, although legally separate entities, are in substance, part of the primary government's operations and are included as part of the primary

## VILLAGE OF NEW LENOX, IL

government. Discretely presented component units are reported in a separate column in the combined financial statements to emphasize that they are legally separate from the primary government and to differentiate their financial position, results of operations and cash flows from those of the primary government. Based on these criteria there are no agencies or entities, whose financial data should be combined with and included in the general-purpose financial statements of the Village.

The government-wide financial statements are designed to emulate the corporate sector in that all governmental and business-type activities are consolidated into columns which add to a total for the Primary Government. The focus of the Statement of Net Assets is designated to be similar to bottom line results for the Village and its governmental and business-type activities. This statement combines and consolidates the governmental funds' current financial resources (short-term spendable resources) with capital assets and long-term obligations using the accrual basis of accounting and economic resources management focus.

The Statement of Activities is focused on both the gross and net cost of various activities (including governmental and business-type), which are supported by the government's general taxes and other resources. This is intended to summarize and simplify the user's analysis of the cost of various governmental services and/or subsidy to various business-type activities.

The Governmental Activities reflect the Village's basic services, including police, public works, engineering, planning, building and administration. Shared state sales and income taxes finance the majority of these services. The Business-type Activities reflect private sector type operations (Waterworks & Sewerage and Commuter Parking Lot), where the fee for the service typically covers all or most of the cost of operation, including depreciation.

Traditional users of governmental financial statements will find the Fund Financial Statements more familiar. This focus of these statements is on the Major Funds. The Governmental Major Fund is presented on a sources and uses of liquid resources basis. This is the manner in which the financial plan (the budget) is typically developed. The flow and availability of liquid resources is a clear and appropriate focus of any analysis of a government. Funds are established for various purposes and the Fund Financial Statements allow the demonstration of sources and uses and/or budgeting compliance associated therewith.

### BASIS OF ACCOUNTING

All governmental funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. All intergovernmental revenues are recorded as revenue when received. Property tax revenues are recognized in the fiscal year for which they were levied. Licenses and permits, charges for services, fines and forfeitures, and other revenues are recorded as revenue when received in cash.

## VILLAGE OF NEW LENOX, IL

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, an exception to this rule would include principal and interest on general long-term debt which is recognized when due.

The enterprise funds are accounted for using the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized when incurred.

### BASIS FOR BUDGETING

This budget is a cash basis, zero base program budget. In FY 2013-14, the budget format changed from a line-item budget to the program budget. Unlike a line-item budget, which lists total departmental appropriations by items for which the Village will spend funds, a program budget displays a series of “mini-budgets”, which show the cost of each of the activities that Village departments perform. The program budget enables the Village Board and Administrator to better identify the total cost of each municipal service and set spending levels and priorities accordingly. While no budget format is perfect, and this model has some deficiencies, it does provide a clearer picture of how we operate and what it costs to run the Village.

With both the program budget and the previous line item format, in theory, all line item expenditures are zeroed out at the end of the fiscal year. The expense is then recreated based upon the need for the next fiscal year. With the exception of some specific capital reserve funds, no monies are carried over from one fiscal year to the next. All monies not expended are returned to their respective funds at the end of the year to be used for subsequent budgetary appropriations. The program totals presented throughout reflect the best estimate of anticipated expenses. It should be emphasized that these are estimates and actual expenses may be greater or less than those presented. It is equally important to record these variances throughout the year so as to develop history for greater accuracy in the subsequent years. Operational items and capital items are both included in this budget. Each department provides specific services for the Village. The budget depicts the operational expenses, capital outlay and the improvements proposed.

### FINANCIAL STRUCTURE

The Village accounts are organized by fund and account group, each of which is considered a separate entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds and account groups are grouped as follows:

## VILLAGE OF NEW LENOX, IL

### Governmental Fund Type

Governmental funds are funds through which most of the Village's governmental functions are financed. The acquisition, use and balances of the Village's expendable financial resources, except those accounted for in the proprietary funds, are accounted for in the governmental funds. The management focus is on determination of financial positions and changes in financial position (i.e. only current assets and liabilities are generally included in the balance sheet). The following are the Village's governmental fund types:

#### General Fund

The General Fund is the general operating fund of the Village. It is used to account for the normal recurring activities of the Village (i.e. police protection, public works, general government, etc.)

#### Special Revenue Funds

Special Revenue Funds such as the MFT Fund are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes.

#### Debt Service Funds

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of general long-term debt principal, interest, and related costs.

#### Capital Projects Funds

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities, other than those financed by enterprise funds.

### Proprietary Fund Type

Proprietary Funds account for the Village's ongoing activities, which are similar to those often found in the private sectors. This is where the determination of net income is necessary or useful to sound financial administration, or where service from such activities can be provided either to outside parties or to other departments within the Village. The Enterprise Funds are the proprietary funds of the Village. The Water and Sewer Funds are Enterprise Funds. The Commuter Parking Lot Fund is also an Enterprise Fund.

### Internal Service Fund Type

The Internal Service Fund accounts for operations that provide services to other departments for the Village on a cost reimbursement basis. This service includes replacement and maintenance of the Village's vehicle fleet and other major equipment. The Equipment Service Fund is the Internal Service Fund of the Village of New Lenox.

### Fiduciary Fund Type

Fiduciary Funds are used to account for assets held by the Village in a trustee capacity. The Police Pension Trust Fund is an example of this type of fund.

VILLAGE OF NEW LENOX, IL

**REVENUE POLICIES**

1. The Village will attempt to develop a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source. Specifically, the Village will do the following:
  - a. Continually monitor and assess the local sales tax effort of New Lenox as compared to previous year's revenue receipts.
  - b. Maintain a local revenue structure for financing public services which de-emphasize the property tax and which encourages the use and development of alternative revenue sources such as user fees and development generated impact fees.
  - c. Explore the possibility of increasing the sales tax base by encouraging new business development in the Village.
2. The Village will follow an aggressive policy of collecting revenues.
3. The Village will review all charges for services, fees and licenses annually. Whenever possible, recommendations for adjustment of these fees will be made at one time. The Village will consider the "going market" rates and charges levied by other public organizations for similar services in establishing these rates, fines, fees and charges.
4. The Village will establish all fees and user charges at levels related to recovery of full cost incurred in providing the services.
5. The Village will seek Federal and State grants, as they may become available. These revenues will be targeted for capital and infrastructure improvements to the greatest extent possible.
6. The Village will seek to maintain its sound financial condition with realistic budget projections and through the maintenance of a positive fund balance. The Village sees a general fund balance target of at least 3 months or 25% of general fund operating expenditures as a high priority.
7. Whenever possible, revenue sources will be designed or modified to include provisions to automatically allow the collections to grow at a rate that keeps pace with the cost of providing the service.

**DEBT POLICIES**

1. The Village will confine long-term borrowing to major capital improvements whose useful life equal or exceed the term of the debt.
2. Debts issued for the enterprise funds will be financed from enterprise self-supporting revenues.

**INVESTMENT POLICIES**

The Village will operate under the guidelines adopted in its Investment Policy. The Village will seek to obtain the highest level of return on its cash investments while protecting the safety of such funds and maintaining the ready availability of funds to meet the Village's operating expenses. The Village will conform to all state and local statutes governing the investment of public funds.

**ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICIES**

1. An independent audit will be performed annually.
2. The Village will produce annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as outlined by the Governmental Accounting Standards Board.
3. The Finance Director will prepare a monthly report for the Board of Trustees.

**FUND BALANCE RESERVE POLICY**

At times the Village Board designates a reserved amount to be set aside from other fund/cash balances. The Village Board reserves such funds to indicate their commitment towards a project. These reserves may be created from a portion of the fund/cash balance that already exists or it may be created from an interfund transfer. An example of the first is the General Fund reserve of \$14,309. This amount is for two items: prepaid parkway tree fees and excess audit tax levy proceeds. The parkway tree fee reserve will be reduced as the trees are planted each fiscal year. The audit tax levy reserve is modified upon the completion of the annual audit. These funds have a specific purpose and must be reserved until the funds are used for their purpose.

## **BUDGET POLICIES**

The Village utilizes the following policies to govern its operations and methods regarding the budget expenditures.

### BALANCED BUDGET

- The Village adopted the Optional Budget Act. The Village of New Lenox Municipal Code sets the legal requirement for the Village Administrator, as the Budget Officer, to submit to the Village Board a proposed budget for the ensuing fiscal year. It is the policy of the Village Administrator that this budget proposal is balanced. Before the beginning of the fiscal year, a balanced budget will be adopted by the Village Board.
- It is the Village's objective to live within the budget adopted. The Village operates under a balanced budget requirement, but this does not mean that revenues must equal expenditures. Beginning fund balance can be added to revenues to cover expenses, or revenues can cover expenses plus ending fund balance. It is the Village's goal to avoid the use of fund balance to support long-term, on-going operating expenses.
- Additionally, in order to make growth pay for itself, the Village shall review all development charges and fees at least annually, to make sure the adequacy of those fees.

## **BUDGET DOCUMENT**

The Village's finances, including all expenditures and revenues, are depicted in the Budget document. To make the process easier to understand and to properly account for specific functions of government, the Village's finances are broken out into individual funds, or separate accounting groups. There are 29 separate funds identified in the FY 2016-17 budget. Although many funds are inter-related, you can think of each fund as a separate business with specific dedicated revenues and expenses. These funds often define a specific type of governmental function. For instance, the Water Fund provides the accounting framework that shows revenues and expenses for the Water Department operations, while the Motor Fuel Tax Fund depicts the revenues and expenses for the annual roadway maintenance program. Some funds come and go from budget to budget. A large project, for instance, might be accounted for by a separate fund. The Roadway Capital Improvements Fund is a good example of this. Once the construction of the Nelson Road extension is completed, the fund will be closed.

Usually a fund begins the fiscal year with a balance (surplus or negative position) from activities during the prior fiscal year. This is referred to as a Beginning Fund Balance. As revenues for the fund are received, they are added to the fund, while expenditures are expensed, or subtracted, from the fund. The net of these functions throughout the year result in the Ending Fund Balance. Simply stated a fund's Beginning Fund Balance plus Revenues minus Expenses equals the Ending Fund Balance.

## VILLAGE OF NEW LENOX, IL

The budget then further works to break down anticipated revenues and project expenditures as they relate to the separate funds. A primary example of this is the General Fund that has 35 separate programs within 4 departments represented by the fund. Although the General Fund may not be the largest in total dollars, it provides the financial framework for many basic governmental services. For this reason, the budget spends a great deal of time evaluating revenues, expenditures and fund balance positions of the General Fund. For the most part, the General Fund is financed through taxes and fees. Unlike other funds, such as Water and Sewer that generate revenues through the sale of a commodity or service, the General Fund is dependent primarily on revenues that are somewhat out of our control; i.e. state income tax or state derived sales taxes. Due to the often-tenuous nature of these revenues, and importance of the basic services financed by the General Fund, it is understandable why so much time is spent analyzing the General Fund's performance.

### FUND SUMMARY

As you read through the budget, you will note that there are tables titled Fund Summaries. Here the funds' financial activities from the prior two years and the projection for the upcoming fiscal year are depicted.

### REVENUE COMPARISONS

Immediately following the Budget Financial Tables which includes the Fund Summaries is the Revenue section. These Revenue Comparison worksheets list each and every revenue item, categorized by fund. There are over 120 separately identified revenue line items in Budget 2016-17. Of those, over 60 are General Fund revenues. The revenue comparison worksheets show the past two fiscal years and projections for the current budget year.

### DEPARTMENTAL EXPENDITURE BUDGETS

The bulk of the remainder of the budget deals with specific "Program/Fund Expenditure Budgets". Each program is further broken down into sub-classifications of Personnel Services, Commodities, Contractual Services, Capital Outlays and Transfers. Each of these sub-classifications is further broken down into more specific categories called line items. Each line item is a specific type of expenditure. For instance, Property Tax Rebate is a line item under the sub-classification of Contractual Services in the Central Services Program budget. Furthermore, Central Services Program is one of 35 General Fund program classifications. Both the preceding two fiscal years and the current budget year are shown.

### **BUDGET PROCESS**

The Village of New Lenox budget is adopted by resolution in accordance with the "Municipal Budget Act" as outlined in Chapter 24, Section 8-29 of the Illinois Revised Statutes, which requires the Village Board to approve the budget no later than May 1 of each year. The budget presented constitutes the official annual appropriation document

## VILLAGE OF NEW LENOX, IL

for the Village. The budget is developed on a cash basis, including only expenditures and revenues expected to be realized during the fiscal year.

The following steps lead to the development of the budget:

1. Determine Adjustment Factor: The Administrator determines a nominal cost of service adjustment index. Using the Municipal Cost Index, Consumer Price Index, Inflationary Factor and local market conditions, a percentage increase/decrease adjustment factor in municipal commodities, contractual services and capital outlay are determined. This, then, becomes the “base” by which to project fund levels for these line item categories in the new budget. Each department head uses the factor in calculating line item expenditures.
2. Set Personnel Service Levels: Salary levels of all employees are set by direction of the Village Board. All regular full-time non-department head salaries are controlled by a comprehensive salary ordinance that classifies employees and provides for range-step movements based upon merit evaluation. These employees all fall within a salary range. The ranges are adjusted annually as Village Board policy dictates. The Administrator provides the Board with cost of living and other information, which assists the Board in making these determinations. The Village has two unions, a patrol union and a sergeants union. The police officers are part of Fraternal Order of Police Union which contract expires on April 30, 2017. The sergeants are part of the Metropolitan Alliance of Police Union which contract expires on April 30, 2018. This budget has been prepared with a 2.5% increase in union salaries and non-union. Once the salary levels have been established for all personnel, this information is distributed to Department Heads for inclusion in the budgeting process.
3. Revenue Projections, Trial Balances: The Administrator assembles all of the departments’ adjusted basic service level requests, as well as all revenue projections, and runs a "trial" balance for all funds. From the trial balance, he analyzes fund balance reserves and notes any surplus.
4. Departmental Budget Preparation: The Administrator again meets with Department Heads, now knowing trial balance information, and reviews requests for additional priorities, capital acquisition, and service increases. Collectively, a determination is made to include requested items in the program budget. The rule of thumb is that new expenditure items that improve, enhance or are needed to perform and maintain current service levels are included in the program budget. All additional items, which are also valid requests, but change service levels or are of a lower priority capital nature, are submitted for Board consideration.
5. Board Review and Policy Direction: Upon assembly of the entire document, the budget is presented to the Village Board for review. Numerous meetings with the Board, Administrator and Department Heads occur at this point. The Board actively discusses the financial position of the Village, offers fund level policies and revenue

## VILLAGE OF NEW LENOX, IL

criteria, and reviews the program budgets and sets salary adjustment levels. All major financial policy determinations are developed at this point. The Board's direction is then incorporated into the preparation of the final "draft" of the budget.

6. Public Review & Hearing: A notice is published in the local newspaper advising residents that the Village's proposed budget is available for public review at the Village Hall and a public hearing is going to be held on the budget on a specified date. The notice appears in the paper a minimum of ten days prior to the public hearing.
7. Adoption: Upon conclusion of the public hearings and inclusion of any modifications as a result of the hearing, the Village Board adopts the budget by resolution.

### REPORTING RESPONSIBILITIES

- The Village Administrator will be held accountable for assuring that program expenditures stay within the program's budget appropriation, and will notify the Village Board immediately of the necessity to over-expend any department appropriation, prior to such over-expenditure.
- The Village Finance Director/Treasurer will submit to the Village Administrator and Department Heads monthly expenditure reports. These reports list the actual expenditures line-by-line as well as the total amounts. This report also lists the variances from the budget for each line item.
- The Village Finance Director/Treasurer will provide the Village Board a monthly financial report highlighting the financial issues of the Village as it compares to budget expectations.

### BUDGET AMENDMENTS

The Village Administrator charges the Department Heads with the responsibility of controlling their budgets in conformance with the Village Board adopted budget. After adoption, the Village Board may amend the annual budget. This is usually performed annually at the end of the fiscal year.

The procedure for amending the budget depends upon the type of change that is needed. One type of change does not affect the "bottom line" total for a program. The Village Administrator may approve these changes, mainly transfers from one line to another within a program's operating budget.

The second type of budget amendment brings about a change in the total appropriation for a program or fund. Examples of these changes include but are not limited to:

## VILLAGE OF NEW LENOX, IL

The acceptance of additional grants money, which might become available;

The appropriation of additional funding if expenditures are projected to exceed budgeted amounts;

The adjustment to reflect increased tax receipts; or

The reappropriation of monies from one fund to another when deemed necessary.

Budget amendments requiring Village Board action must be accompanied by a report explaining the nature and funding sources for the request and be approved by the Village Administrator. An annual Budget Variance Report is prepared in March of each year highlighting the variances to significant line items. Additionally, this report explains the reason for the variance and the funding source for the variance. The total program budget and the estimated expenditure total are identified. If a shortfall exists, the amount is requested in the form of a budget adjustment. As stated above, a budget is amended annually in April if necessary.

### BUDGET CALENDAR

December	Estimated end of year revenues and expenditures are projected. Fund Balances are projected for previous budget year.
January	Departments submit operating and capital budget request. Finance Director prepares revenues projections for upcoming budget year.
February	Finance Director enters all projections and requests into computer.  Administrator, Finance Director and department heads review budget request and determine the availability of funds.  First budget draft discussions held with Mayor and Administrator.
March	Budget Draft is given to Board of Trustees and Mayor for review.  The Board of Trustees and Mayor hold budget work sessions.
April	Review of employee salary rate structure is performed by the Village Board.  Final review of budget held with Mayor and Board of Trustees.  Budget Resolution is approved by the last Tuesday in April.

RESOLUTION NO. 16-15

A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2016-2017 FOR THE VILLAGE OF NEW LENOX WILL COUNTY, ILLINOIS

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WHEREAS, the Mayor and Board of Trustees of the Village of New Lenox, Will County, Illinois recognize the need for an annual budget which promotes responsible fiscal spending.

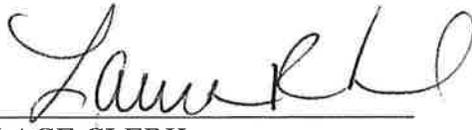
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF NEW LENOX, WILL COUNTY, ILLINOIS that the Comprehensive Annual Budget for the Fiscal Year 2016-2017 be adopted.

PASSED THIS 25<sup>th</sup> day of April, 2016  
with 6 members voting AYE, with -0- members voting NAY, and with 1 members ABSENT, the President voting aye; and said vote being  
JOHNSON absent, BUTTERFIELD aye, BOWDEN aye,  
SMITH aye, FINNEGAN aye, and MADSEN aye.

  
VILLAGE CLERK

APPROVED this 25<sup>th</sup> day of April, 2016

  
MAYOR

ATTEST:   
VILLAGE CLERK

This Resolution Prepared by:  
Kim Auchstetter, Finance Director

ORDINANCE NO. 768

AN ORDINANCE ADOPTING THE OPTIONAL BUDGET ACT  
(ILLINOIS REVISED STATUTES CH. 24, SECTION 8-2-9.1,  
ET SEQ.)

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WHEREAS, the Village of New Lenox Board of Trustees have deemed it in the best interest of the Village of New Lenox to adopt an Annual Comprehensive Municipal Budget; and,

WHEREAS, Chapter 24, Section 8-1-9.1 et seq. of the Illinois Municipal Code provides the legislative authorization and depicts the administrative procedures for adopting a Comprehensive Municipal Budget.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of New Lenox, Will County, Illinois, as follows:

Section 1: That the Village of New Lenox hereby adopts the optional budget act prescribed by Illinois Revised Statutes Chapter 24, Section 8-2-9.1 et seq.

Section 2: That the position of Budget Officer be created and that the Village Administrator is hereby appointed to this position.

Section 3: That the salaries and salary adjustments for all officers and employees of the Village of New Lenox as described in the Annual Comprehensive Budget shall replace the annual salary ordinance provision of this title.

Section 4: All ordinances or parts of ordinances conflicting with any of the provisions of this ordinance shall be and the same are hereby repealed.

Section 5: This ordinance shall be in effect from and after its passage, approval and publication in pamphlet form as provided by law.

Ordinance No. 768

PASSED this 19th day of April, 1989  
with Six members voting AYE, with -0- members  
voting NAY, and with -0- members ABSENT, the  
President voting ---; and said vote being: BATSON  
Aye, LOVERUDE Aye, NOWAKOWSKI Aye, O'GORMAN  
Aye, WAJCHERT Aye, and WEIGEL Aye.

*Marjorie Wajchert*  
VILLAGE CLERK

APPROVED this 20th day of April, 1989.

*Dennis Daly*  
VILLAGE PRESIDENT

ATTEST:

*Marjorie Wajchert*  
VILLAGE CLERK

Prepared by: Russ Loebe, Village Administrator

## VILLAGE OF NEW LENOX

### BUDGET FINANCIAL TABLES

To better summarize the financial position of the Village, the following financial tables have been included:

#### ALL FUNDS: GRAND TOTALS

This table summarizes current fund balances, revenues, expenditures and projected end of year balances.

#### ALL FUNDS: REVENUE & EXPENSE/EXPENDITURE SUMMARY BY TYPE & FUNCTION

This table provides a summary of major revenues and expenses/expenditures as well as other funding sources and uses to provide an overview of the total resources budgeted.

#### COMBINED REVENUE SUMMARY

This table shows all Village revenues. The prior two years and the proposed current year are shown. Additionally, variance comparisons between the prior years and current year revenues are shown.

#### COMBINED EXPENDITURE/EXPENSE SUMMARY

This table shows all Village expenditures. The prior two years and the proposed current year are shown. Additionally, variance comparisons between the prior years and current year expenditures are shown.

#### FUNDING THE GENERAL OPERATING BUDGETS

This table shows two prior years and current year revenue sources for General Fund. Additionally, it depicts the percentage of total revenue.

#### GENERAL FUND TRIAL BALANCE

The General Fund provides revenues to operate all non-enterprise fund departments. Enterprise funds are those such as sewer and water departments where revenues are generated through user fees. The trial balance process is similar to balancing a checkbook, showing revenues, expenditures and balances.

#### FINANCING THE GENERAL OPERATING BUDGETS

This table shows a five-year history of revenues, expenditures, and fund balances of the General Fund. Additionally, it highlights significant General Fund transfers where General Fund has supplemented other funds.

#### EQUIPMENT LEASE PURCHASE

Numerous large ticket items are lease/purchased over several years. This table tracks lease/purchase amounts and totals during the term of the lease.

#### TRANSFER SCHEDULE-ALL FUNDS

This table depicts the various fund-to-fund transfers in the budget.

**VILLAGE OF NEW LENOX**

**ALL FUNDS: GRAND TOTALS  
REVENUES, EXPENDITURES & FUND BALANCES  
FISCAL YEAR 2016-17**

<u>FUND</u>	Estimated 5/1/16 Fund Balance	2016-17 Revenues	2016-17 Expenditures	Projected 4/30/17 Fund Balance
General	\$ 5,208,393	\$ 24,798,664	\$ 24,251,295	\$ 5,755,762
Seizure & Forfeiture Funds	9,086	280,544	210,000	79,630
Special Service Area 2008-1	36,434	7,500	3,126	40,808
Motor Fuel Tax	171,384	1,935,805	1,935,200	171,989
Roadway Capital Improvement	387,621	5,810,392	6,222,000	(23,987)
Public Improvements	620,900	431,060	1,049,545	2,415
Capital Improvements	(201,201)	218,961	17,760	-
Cedar Crossings SSA/Business District	-	30,000,000	30,000,000	-
Equipment Replacement	585,410	1,172,004	1,083,528	673,886
Sewer	(511,518)	4,735,636	4,583,717	(359,599)
Sewer Capital Improvements	1,905,340	10,444,789	10,309,124	2,041,005
Water	7,125,276	7,816,302	9,240,215	5,701,363
Water Capital Improvement	663,316	3,136,196	3,296,748	502,764
Commuter Parking Lot	136,072	273,050	249,075	160,047
Equipment Services	-	658,815	658,815	-
Debt Service Related Funds	944,825	5,567,278	5,628,169	883,934
Police Pension **	18,006,538	1,814,582	685,542	19,135,578
<b>GRAND TOTALS</b>	<b>\$ 35,087,876</b>	<b>99,101,578</b>	<b>99,423,859</b>	<b>\$ 34,765,595</b>
Less Non-Operating Items:				
Transfers		10,860,540	10,860,540	
Bond/Loan & Grant Proceeds		45,240,000		
Capital Projects			47,349,699	
Total Operating		<u>\$ 43,001,038</u>	<u>\$ 41,213,620</u>	

\*\*This fund is presented within the Village budget for information/publication purposes only. This fund is formally approved by the Police Pension Board at another date.

**VILLAGE OF NEW LENOX**

**REVENUE & EXPENSE/EXPENDITURE SUMMARY  
ALL FUNDS  
BY TYPE AND FUNCTION  
FISCAL YEAR 2016-17**

<u>Revenue by Type</u>		<u>% of Operating Revenue</u>
<u>Operating:</u>		
Taxes:		
Property	\$3,338,987	7.8%
Sales	8,824,000	20.5%
Income	2,488,188	5.8%
Replacement	28,000	0.1%
Use	573,259	1.3%
Telecommunication	700,000	1.6%
Utility	1,760,000	4.1%
Video Gaming	100,000	0.2%
Intergovernmental	2,769,012	6.4%
Licenses & permits	762,425	1.8%
Franchise fees	430,000	1.0%
Fines and fees	1,915,497	4.5%
Charges for services	14,339,586	33.3%
Pension contributions	360,000	0.8%
Investment income	377,850	0.9%
Developer contributions	275,678	0.6%
Reimbursements	1,588,556	3.7%
Miscellaneous Revenues	<u>2,370,000</u>	<u>5.5%</u>
Total operating revenue	\$43,001,038	<u>100.0%</u>
<u>Non-Operating:</u>		
Bond/Loan & Grant Proceeds	45,240,000	
Transfers in	<u>10,860,540</u>	
Total Revenue	<u>\$99,101,578</u>	

<u>Expense/Expenditure by Function</u>		<u>% of Operating Expenses/ Expenditures</u>
<u>Operating:</u>		
Personnel	\$16,878,708	41.0%
Commodities	6,599,945	16.0%
Contractual	10,982,862	26.6%
Capital (Operating)	1,969,191	4.8%
Debt Service	<u>4,782,914</u>	<u>11.6%</u>
Total operating expenses/expenditures	\$41,213,620	<u>100.0%</u>
<u>Non-Operating:</u>		
Capital Projects	47,349,699	
Transfers out	<u>10,860,540</u>	
Total Expenditures	<u>\$99,423,859</u>	

**VILLAGE OF NEW LENOX**

**COMBINED REVENUE SUMMARY-ALL FUNDS**

<u>FUND</u>	(1) 2014-15 <u>ACTUAL</u>	(2) 2015-16 <u>BUDGET</u>	(3) 2015-16 <u>ESTIMATE</u>	(4) 2016-17 <u>BUDGET</u>	% CHANGE FY17 BUDGET TO FY 16 <u>BUDGET</u>	% CHANGE FY17 BUDGET TO FY 16 <u>ESTIMATE</u>
<u>General</u>						
General Fund	\$21,199,662	\$21,849,935	\$22,744,271	\$24,798,664	13.50%	9.03%
<u>Special Revenue Funds</u>						
Garbage Fund	262,160	0	26	0	0.00%	-100.00%
Seizures & Forfeitures Fund	252,916	0	112,784	280,544	-100.00%	148.74%
Special Service Area 2008-1 Fund	7,510	7,500	7,515	7,500	0.00%	-0.20%
Motor Fuel Tax Fund	2,254,080	1,814,657	1,863,554	1,935,805	6.68%	3.88%
<u>Capital Projects</u>						
Roadway Capital Improvement Fund	660,973	51,173	34,250	5,810,392	11254.41%	16864.65%
Equipment Replacement Fund	629,576	1,003,513	1,210,585	1,172,004	100.00%	-3.19%
Public Improvements Fund	718,649	452,893	253,055	431,060	-4.82%	70.34%
Cedar Crossings SSA/BD Fund	0	30,000,000	0	30,000,000	0.00%	100.00%
Capital Improvements Fund	8,086,869	100,000	112,500	218,961	100.00%	100.00%
<u>Enterprise Funds</u>						
Sewer Operations & Maintenance Fund	3,748,300	4,520,223	3,971,579	4,735,636	4.77%	19.24%
Sewer Capital Improvements Fund	904,950	9,704,667	1,011,493	10,444,789	7.63%	932.61%
WWTP #2 Expansion Fund	25,176	0	0	0	0.00%	0.00%
Water Operations & Maintenance Fund	7,167,852	7,568,580	7,610,346	7,816,302	3.27%	2.71%
Water Capital Improvement Fund	615,865	1,659,708	680,568	3,136,196	88.96%	360.82%
Commuter Parking Lot	262,580	261,000	270,575	273,050	4.62%	0.91%
<u>Internal Service Fund</u>						
Equipment Services	559,455	712,740	569,671	658,815	-7.57%	15.65%
<u>Debt Service Funds</u>						
Debt Service Related Funds	4,766,975	5,319,959	5,355,707	5,513,485	3.64%	2.95%
Special Service Area 2010-1	55,594	54,693	54,694	53,793	-1.65%	-1.65%
<u>Trust &amp; Agency Fund</u>						
Police Pension Fund**	2,348,012	1,638,730	1,736,551	1,814,582	10.73%	4.49%
<b>TOTAL</b>	<b>\$54,527,154</b>	<b>\$86,719,971</b>	<b>\$47,599,724</b>	<b>\$99,101,578</b>	<b>14.28%</b>	<b>108.20%</b>

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**VILLAGE OF NEW LENOX**

**COMBINED EXPENDITURE/EXPENSE SUMMARY-ALL FUNDS**

<u>FUND</u>	(1) 2014-15 <u>ACTUAL</u>	(2) 2015-16 <u>BUDGET</u>	(3) 2015-16 <u>ESTIMATE</u>	(4) 2017-17 <u>BUDGET</u>	% CHANGE FY17 BUDGET TO FY 16 <u>BUDGET</u>	% CHANGE FY17 BUDGET TO FY 16 <u>ESTIMATE</u>
<u>General</u> General Fund	\$23,253,501	\$21,909,263	\$21,737,371	\$24,251,295	10.69%	11.56%
<u>Special Revenue Funds</u> Garbage Fund	153,555	52,145	86,906	0	-100.00%	-100.00%
Seizures & Forfeitures Fund	187,698	0	207,451	210,000	0.00%	1.23%
Special Service Area 2008-1 Fund	3,126	3,500	3,126	3,126	-10.69%	0.00%
Motor Fuel Tax Fund	1,968,600	1,800,000	1,851,113	1,935,200	7.51%	4.54%
<u>Capital Projects</u> Roadway Capital Improvement Fund	325,030	640,000	236,850	6,222,000	872.19%	2526.98%
Equipment Replacement Fund	1,450,670	1,164,936	1,132,444	1,083,528	-6.99%	-4.32%
Public Improvements Fund	341,788	819,554	497,194	1,049,545	28.06%	111.09%
Cedar Crossings SSA/BD Fund	0	30,000,000	0	30,000,000	0.00%	100.00%
Capital Improvements Fund	12,179,712	8,214	447,973	17,760	116.22%	-96.04%
<u>Enterprise Funds</u> Sewer Operations & Maintenance Fund	3,648,617	3,964,838	3,931,702	4,583,717	15.61%	16.58%
Sewer Capital Improvements Fund	516,868	10,286,276	614,970	10,309,124	0.22%	1576.36%
WWTP #2 Expansion Fund	25,176	0	0	0	0.00%	0.00%
Water Operations & Maintenance Fund	5,610,000	6,874,906	6,357,713	9,240,215	34.40%	45.34%
Water Capital Improvement Fund	1,480,874	3,779,095	2,512,602	3,296,748	-12.76%	31.21%
Commuter Parking Lot Fund	170,121	232,720	182,911	249,075	7.03%	36.17%
<u>Internal Service Fund</u> Equipment Services	559,455	712,740	569,671	658,815	-7.57%	15.65%
<u>Debt Service Funds</u> Debt Service Related Funds	5,088,906	5,631,633	5,630,858	5,628,169	-0.06%	-0.05%
<u>Trust &amp; Agency Fund</u> Police Pension Fund**	640,576	663,499	657,444	685,542	3.32%	4.27%
<b>TOTAL</b>	<b>\$57,604,273</b>	<b>\$88,543,319</b>	<b>\$46,638,299</b>	<b>\$99,423,859</b>	<b>12.29%</b>	<b>113.09%</b>

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**VILLAGE OF NEW LENOX**

**FUNDING THE GENERAL OPERATING BUDGETS  
FISCAL YEARS 2014-15 TO 2016-17**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ESTIMATE</u>	<u>2016-17 BUDGET</u>	<u>FY16-17 % OF TOTAL</u>
Sales Tax	\$8,057,842	\$8,523,700	\$8,824,000	35.6%
Property Tax (include Streets & Bridge)	3,055,122	3,171,019	3,277,694	13.2%
Income Tax	2,368,789	2,604,747	2,488,188	10.0%
Use Tax	469,756	541,547	573,259	2.3%
Utility Tax	1,801,124	1,742,000	1,760,000	7.1%
Misc. Taxes & Fees	1,602,126	1,607,960	1,722,890	6.9%
Licenses & Permits	887,978	731,994	762,425	3.1%
Interest	16,513	15,000	15,000	0.1%
Fines	307,550	293,900	290,500	1.2%
Miscellaneous Revenues	2,523,472	3,335,694	4,992,893	20.1%
Transfers In	109,390	176,710	91,815	0.4%
SUB-TOTAL	\$21,199,662	\$22,744,271	\$24,798,664	100%
Fund Balance	4,201,493	5,208,393	5,755,762	
Grand Total Resources	<u>\$25,401,155</u>	<u>\$27,952,664</u>	<u>\$30,554,426</u>	

# VILLAGE OF NEW LENOX

## GENERAL FUND TRIAL BALANCE

### ANNUAL BUDGET WORKSHEET

	ACTUAL 2014-15	BUDGETED 2015-16	PROJECTED 2015-16	BUDGET 2016-17
Year Beginning Cash Balance	\$6,255,332		\$4,201,493	\$5,208,393
<u>Program Expenditures</u>				
Village Board	162,798	161,800	166,626	172,952
Village Clerk	111,883	110,237	113,031	114,116
Village Commissions	21,139	25,391	10,239	38,885
Village Attorney	269,100	267,000	297,000	277,000
Village Administration	470,572	493,317	497,282	517,389
Finance	284,335	297,640	316,221	320,113
Information Technology	207,457	252,254	255,092	260,429
Central Services	8,975,075	5,901,744	5,838,403	6,659,178
Human Resources	344,180	367,334	319,340	388,660
Community Development	258,881	281,305	280,782	296,504
Building	490,179	536,295	531,316	554,924
Planning	190,812	198,438	190,166	261,333
Engineering	597,611	635,403	565,935	567,344
Economic Development	170,434	444,578	415,723	340,787
Police Administration	1,329,939	1,469,540	1,496,445	1,561,850
Police Records	288,344	294,211	299,559	312,354
Police Patrol	3,420,199	3,537,619	3,550,835	3,752,267
Police Investigations	729,745	766,567	796,884	807,481
Police Community Service	149,196	162,052	169,377	170,207
Police Traffic	141,956	144,147	144,587	164,004
School Resources	107,623	119,469	121,594	121,185
Public Safety Division	177,143	176,631	189,121	176,562
Police Communications	381,667	405,363	393,584	413,280
Code Enforcement	90,131	101,593	97,928	107,230
ESDA	69,157	84,825	84,500	84,375
Streets	984,555	989,503	954,759	1,201,027
Public Works Administration	473,257	457,228	461,387	566,582
Parkway Maintenance	653,961	973,006	876,785	1,297,179
Building Maintenance	517,316	604,762	624,016	670,894
Traffic Control	109,148	97,950	90,277	138,285
Stormwater System Maintenance	103,163	144,598	121,078	110,890
Street Lighting	160,479	173,829	188,539	247,016
Community Access (CATV)	86,775	103,269	106,714	105,830
Community Benefit (Special Events)	725,291	1,113,500	1,157,691	1,455,993
Garbage Disposal	0	16,865	14,555	17,190
Total General Fund Programs	\$23,253,501	\$21,909,263	\$21,737,371	\$24,251,295
Total Revenue	21,199,662	21,849,935	22,744,271	24,798,664
Year Ending Cash Balance	\$4,201,493	----	\$5,208,393	\$5,755,762

**VILLAGE OF NEW LENOX**

**FINANCING THE GENERAL OPERATING BUDGETS  
FISCAL YEAR 2011-12 TO 2016-17**

FISCAL YEAR	OPERATING REVENUES		NET OPERATING EXPENDITURES*		TOTAL EXPENDITURES		TOTAL SURPLUS / DEFICIT		OPERATING SURPLUS/ DEFICIT		FUND BALANCE	
	Actual	Proposed	Actual	Proposed	Actual	Proposed	Actual	Proposed	Actual	Proposed	Actual	Proposed
2011-12	\$15,782,377	\$12,704,576	\$1,240,682	\$1,240,682	\$13,945,258	\$11,837,119	\$1,837,119	\$3,077,801	\$4,690,423			
2012-13	18,852,297	14,054,656	3,493,983	3,493,983	17,548,639	1,303,658	1,303,658	4,797,641	5,994,081			
2013-14	20,243,709	15,361,080	4,621,378	4,621,378	19,982,458	261,251	261,251	4,882,629	6,255,332			
2014-15	21,199,662	16,033,209	7,220,292	7,220,292	23,253,501	(2,053,839)	(2,053,839)	5,166,453	4,201,493			
2015-16	22,744,271	17,638,649	4,098,722	4,098,722	21,737,371	1,006,900	1,006,900	5,105,622	5,208,393			
2016-17	24,798,664	19,356,057	4,895,238	4,895,238	24,251,295	547,369	547,369	5,442,607	5,755,762			

\* Non-Operating Expenditures include one-time capital purchases, debt service and fund to fund transfers.

**TRANSFERS FROM GENERAL TO OTHER FUNDS**

FISCAL YEAR	Amount	Fund	FISCAL YEAR	Amount	Fund
2011-12	398,819	2004 G.O. Debt Service-Village Hall	2014-15	409,070	2010 G.O. Refunding Debt Service-Village Hall
2011-12	253,300	2007 G.O. Debt Service-Roadway Improvements	2014-15	262,400	2007 G.O. Debt Service-Roadway Improvements
2011-12	97,725	2010 G.O. Refunding Debt Service-Village Hall	2014-15	472,294	2012A G.O. Debt Service-PD & PW Bldgs.
2011-12	100,000	Roadway Capital Improvements Fund	2014-15	703,400	2013A G.O. Debt Service-Police Dept. Bldg.
2011-12	390,838	Equipment Replacement Fund	2014-15	74,595	2014A G.O. Debt Service-Police Dept. Bldg.
2012-13	390,750	2004 G.O. Debt Service-Village Hall	2014-15	1,200,000	Motor Fuel Tax Fund
2012-13	258,300	2007 G.O. Debt Service-Roadway Improvements	2014-15	616,712	Roadway Capital Improvements Fund
2012-13	63,908	2010 G.O. Refunding Debt Service-Village Hall	2014-15	2,987,443	Capital Improvements Fund
2012-13	1,025	2012A G.O. Debt Service	2014-15	274,378	Equipment Replacement Fund
2012-13	450,000	Motor Fuel Tax Fund	2014-15	220,000	Sewer Capital Improvement
2012-13	200,000	Roadway Capital Improvements Fund	2015-16	706,671	2010 G.O. Refunding Debt Service-Village Hall
2012-13	280,000	Equipment Replacement Fund	2015-16	266,400	2007 G.O. Debt Service-Roadway Improvements
2012-13	1,850,000	Capital Improvements Fund	2015-16	470,032	2012A G.O. Debt Service-PD & PW Bldgs.
2013-14	385,369	2010 G.O. Refunding Debt Service-Village Hall	2015-16	706,000	2013A G.O. Debt Service-Police Dept. Bldg.
2013-14	258,000	2007 G.O. Debt Service-Roadway Improvements	2015-16	359,650	2014A G.O. Debt Service-Police Dept. Bldg.
2013-14	483,277	2012A G.O. Debt Service-PD & PW Bldgs.	2015-16	1,200,000	Motor Fuel Tax Fund
2013-14	79,466	2013A G.O. Debt Service-Police Dept. Bldg.	2015-16	389,969	Equipment Replacement Fund
2013-14	1,050,000	Motor Fuel Tax Fund	2016-17	714,921	2010 G.O. Refunding Debt Service-Village Hall
2013-14	746,000	Roadway Capital Improvements Fund	2016-17	270,000	2007 G.O. Debt Service-Roadway Improvements
2013-14	1,004,266	Equipment Replacement Fund	2016-17	464,572	2012A G.O. Debt Service-PD & PW Bldgs.
2013-14	175,000	Capital Improvements Fund	2016-17	708,400	2013A G.O. Debt Service-Police Dept. Bldg.
2013-14	440,000	Sewer Capital Improvement	2016-17	355,650	2014A G.O. Debt Service-Police Dept. Bldg.
			2016-17	1,270,000	Motor Fuel Tax Fund
			2016-17	671,695	Equipment Replacement Fund
			2016-17	440,000	Water Capital Improvement

**VILLAGE OF NEW LENOX**

**EQUIPMENT LEASE PURCHASE**

<u>ITEM</u>	<u>PROGRAM UTILIZING</u>		<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
	<u>LEASED PROPERTY</u>	<u>FUND FINANCING</u>			
(2) Color Copiers & (1) B/W Copier	Central Services	General Fund	\$22,440	\$0	\$0
(2) Xerox WC 7225 Copiers	Central Services	General Fund	\$4,680	\$4,680	\$3,120
Kenworth Street Sweeper	Streets	Equipment Replacement	\$70,645	\$70,645	\$17,661
2016 Ford F-550 4x2 Aerial Truck	Streets	Equipment Replacement	\$33,803	\$33,803	\$25,352
102 E. Haven Avenue	Public Improvements	Public Improvements	\$19,674	\$19,674	\$4,918
<b>TOTAL OF ANNUAL LEASE OBLIGATIONS</b>			<b>\$151,242</b>	<b>\$128,802</b>	<b>\$51,051</b>

**VILLAGE OF NEW LENOX**

**TRANSFER SCHEDULE-ALL FUNDS**

<u>TRANSFER FROM</u>	<u>EXPENDITURE</u>	<u>REVENUE</u>	<u>TRANSFER TO</u>
General	\$270,000	\$270,000	2007 G.O. Bonds-Roadway Impr.
General	\$714,921	\$714,921	2004/2010 G.O. Bonds-Village Hall
General	\$464,572	\$464,572	2012A G.O. Bonds-PD & PW Bldgs.
General	\$708,400	\$708,400	2013A G.O. Bonds-PD Bldg.
General	\$355,650	\$355,650	2014A G.O. Bonds-PD Bldg.
General	\$1,270,000	\$1,270,000	Motor Fuel Tax
General	\$671,695	\$671,695	Equipment Replacement
General	\$440,000	\$440,000	Water Capital Improvement
Seizures & Forfeiture Funds	\$210,000	\$210,000	Equipment Replacement
Capital Improvements	\$17,760	\$17,760	General
Sewer Operations & Maintenance	\$65,335	\$65,335	General
Sewer Operations & Maintenance	\$783,364	\$783,364	Sewer GO Debt Services
Sewer Operations & Maintenance	\$208,236	\$208,236	Sewer Capital Improvement
Sewer Capital Improvement	\$118,919	\$118,919	Equipment Replacement
Sewer Capital Improvement	\$83,605	\$83,605	2014B/2005 G.O. Bonds-Water/Sewer
Sewer G.O. Bond Debt	\$131,033	\$131,033	2012A G.O. Bonds-Sewer Impr.
Sewer G.O. Bond Debt	\$289,247	\$289,247	2009 G.O. Refunding Bonds
Sewer G.O. Bond Debt	\$424,975	\$424,975	2011 G.O. Refunding Bonds
Water Operations & Maintenance	\$8,720	\$8,720	General
Water Operations & Maintenance	\$226,280	\$226,280	1999 IEPA Lake Water Rev. Bonds
Water Operations & Maintenance	\$2,196,000	\$2,196,000	Water Capital Improvement
Water Capital Improvement	\$141,390	\$141,390	Equipment Replacement
Water Capital Improvement	\$431,127	\$431,127	1999 IEPA Lake Water Rev. Bonds
Water Capital Improvement	\$50,963	\$50,963	2009 G.O. Refunding Bonds
Water Capital Improvement	\$578,348	\$578,348	2005 G.O. Bonds-Water/Sewer
	<u>\$10,860,540</u>	<u>\$10,860,540</u>	

VILLAGE OF NEW LENOX

FUND SUMMARIES  
FISCAL YEAR ENDING APRIL 30, 2017

	General Fund		Special Revenue Funds				Capital Projects Fund				
	General		Garbage Disposal	Seizure & Forfeiture Funds	Special Service Area #2008-1 (Central Road Detention Pond)	Motor Fuel Tax	Roadway Capital Improvements	Equipment Replacement	Public Improvements	Cedar Crossing SSA/Business District	Capital Improvements
May 1, 2014 Beginning Cash Balance	\$ 6,255,332		\$ (21,725)	\$ 38,535	\$ 27,661	\$ (126,537)	\$ 254,278	\$ 1,328,363	\$ 488,178	\$ -	\$ 4,227,115
PLUS: 2014-2015 Actual Revenues	\$ 21,199,662		\$ 262,160	\$ 232,916	\$ 7,510	\$ 2,254,080	\$ 660,973	\$ 629,576	\$ 718,649	\$ -	\$ 8,086,869
LESS: 2014-2015 Actual Expenditures	\$ 23,253,501		\$ 153,555	\$ 187,698	\$ 3,126	\$ 1,968,600	\$ 325,030	\$ 1,450,670	\$ 341,788	\$ -	\$ 12,179,712
Ending/Beginning Cash Balance	\$ 4,201,493		\$ 86,880	\$ 103,753	\$ 32,043	\$ 158,943	\$ 590,221	\$ 507,269	\$ 865,039	\$ -	\$ 134,272
PLUS: 2015-2016 Estimated Revenues	\$ 22,744,271		\$ 26	\$ 112,784	\$ 7,515	\$ 1,863,554	\$ 34,250	\$ 1,210,585	\$ 253,055	\$ -	\$ 112,500
LESS: 2015-2016 Estimated Expenditures	\$ 21,737,371		\$ 86,906	\$ 207,451	\$ 3,126	\$ 1,851,113	\$ 236,850	\$ 1,132,444	\$ 497,194	\$ -	\$ 447,973
Ending/Beginning Cash Balance	\$ 5,208,393		\$ -	\$ 9,086	\$ 36,434	\$ 171,384	\$ 387,621	\$ 585,410	\$ 620,900	\$ -	\$ (201,201)
PLUS: 2016-2017 Budgeted Revenues	\$ 24,798,664		\$ -	\$ 280,544	\$ 7,500	\$ 1,935,805	\$ 5,810,392	\$ 1,172,004	\$ 431,060	\$ 30,000,000	\$ 218,961
LESS: 2016-2017 Budgeted Expenditures	\$ 24,251,295		\$ -	\$ 210,000	\$ 3,126	\$ 1,935,200	\$ 6,222,000	\$ 1,083,528	\$ 1,049,545	\$ 30,000,000	\$ 17,760
April 30, 2017 Ending Cash Balance	\$ 5,755,762		\$ -	\$ 79,630	\$ 40,808	\$ 171,989	\$ (23,987)	\$ 673,886	\$ 2,415	\$ -	\$ -

Reserves-As Board Designates \$ (14,309) (1)

April 30, 2017 Ending Cash Balance-unreserved \$ 5,741,453

(1) Parkway tree obligations due to prepayment \$8,897; Tax levy balances for

Audit \$5,412

FUND SUMMARIES  
FISCAL YEAR ENDING APRIL 30, 2017

	Debt Service Funds										
	2010 G.O. SSA	2007 G.O. Bonds-Road Improve.	2004 G.O. & 2010 G.O. V. Hall Refunding Bonds	2012A G.O. Bonds-PW & Police Bldg.	2013A G.O. Bonds-Police Bldg.	2014A G.O. Bonds-Police Bldg.	Sewer G.O. Refunding Bonds	2011A G.O. Bonds-Sewer	2014B/2005 G.O. Bonds-Sewer/Water	1999 IEPA Lake Water Revenue Bonds	2009 G.O. Refunding Bonds
May 1, 2014 Beginning Cash Balance	\$ (23,659)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,455,278	\$ -	\$ -	\$ -	\$ -
PLUS: 2014-2015 Actual Revenues	\$ 55,594	\$ 262,400	\$ 409,070	\$ 605,505	\$ 703,400	\$ 74,595	\$ 595,395	\$ 439,275	\$ 679,718	\$ 657,407	\$ 340,210
LESS: 2014-2015 Actual Expenditures	\$ 55,593	\$ 262,400	\$ 409,070	\$ 605,505	\$ 703,400	\$ 74,595	\$ 861,733	\$ 439,275	\$ 679,718	\$ 657,407	\$ 340,210
Ending/Beginning Cash Balance	\$ (23,658)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,188,940	\$ -	\$ -	\$ -	\$ -
PLUS: 2015-2016 Estimated Revenues	\$ 54,694	\$ 266,400	\$ 706,671	\$ 602,605	\$ 706,000	\$ 359,650	\$ 633,237	\$ 431,875	\$ 651,653	\$ 657,406	\$ 340,210
LESS: 2015-2016 Estimated Expenditures	\$ 54,693	\$ 266,400	\$ 706,671	\$ 602,605	\$ 706,000	\$ 359,650	\$ 853,695	\$ 431,875	\$ 651,653	\$ 657,406	\$ 340,210
Ending/Beginning Cash Balance	\$ (23,657)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 968,482	\$ -	\$ -	\$ -	\$ -
PLUS: 2016-2017 Budgeted Revenues	\$ 53,793	\$ 270,000	\$ 714,921	\$ 595,605	\$ 708,400	\$ 355,650	\$ 784,364	\$ 424,975	\$ 661,953	\$ 657,407	\$ 340,210
LESS: 2016-2017 Budgeted Expenditures	\$ 53,793	\$ 270,000	\$ 714,921	\$ 595,605	\$ 708,400	\$ 355,650	\$ 845,255	\$ 424,975	\$ 661,953	\$ 657,407	\$ 340,210
April 30, 2017 Ending Cash Balance	\$ (23,657)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 907,591	\$ -	\$ -	\$ -	\$ -

Reserves-As Board Designates  
April 30, 2017 Ending Cash Balance-unreserved

VILLAGE OF NEW LENOX

FUND SUMMARIES  
FISCAL YEAR ENDING APRIL 30, 2017

	Enterprise Funds			Water Funds			Internal Service Fund	Trust & Agency Fund
	Sewer Funds	Water Operations & Maintenance	WWTP #2 Expansion	Water Operations & Maintenance	Water Capital Improvements	Commuter Parking Lot		
May 1, 2014 Beginning Cash Balance	\$ (651,078)	\$ 1,120,735	\$ -	\$ 4,314,791	\$ 3,360,359	\$ (44,051)	\$ -	\$ 15,219,995
PLUS: 2014-2015 Actual Revenues	\$ 3,748,300	\$ 904,950	\$ 25,176	\$ 7,167,852	\$ 615,865	\$ 262,580	\$ 559,455	\$ 2,348,012
LESS: 2014-2015 Actual Expenditures	\$ 3,648,617	\$ 516,868	\$ 25,176	\$ 5,610,000	\$ 1,480,874	\$ 170,121	\$ 559,455	\$ 640,576
Ending/Beginning Cash Balance	\$ (551,395)	\$ 1,508,817	\$ -	\$ 5,872,643	\$ 2,493,350	\$ 48,408	\$ -	\$ 16,927,431
PLUS: 2015-2016 Estimated Revenues	\$ 3,971,579	\$ 1,011,493	\$ -	\$ 7,610,346	\$ 680,568	\$ 270,575	\$ 569,671	\$ 1,736,551
LESS: 2015-2016 Estimated Expenditures	\$ 3,931,702	\$ 614,970	\$ -	\$ 6,357,713	\$ 2,512,602	\$ 182,911	\$ 569,671	\$ 657,444
Ending/Beginning Cash Balance	\$ (511,518)	\$ 1,905,340	\$ -	\$ 7,125,276	\$ 663,316	\$ 136,072	\$ -	\$ 18,006,538
PLUS: 2016-2017 Budgeted Revenues	\$ 4,735,636	\$ 10,444,789	\$ -	\$ 7,816,302	\$ 3,136,196	\$ 273,050	\$ 658,815	\$ 1,814,582
LESS: 2016-2017 Budgeted Expenditures	\$ 4,583,717	\$ 10,309,124	\$ -	\$ 9,240,215	\$ 3,296,748	\$ 249,075	\$ 658,815	\$ 685,542
April 30, 2017 Ending Cash Balance	\$ (359,599)	\$ 2,041,005	\$ -	\$ 5,701,363	\$ 502,764	\$ 160,047	\$ -	\$ 19,135,578
Reserves-As Board Designates						\$ (287,500)	(2)	
April 30, 2017 Ending Cash Balance-unreserved						\$ (127,453)		
						(2)Reserve for future re-surfacing		

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# VILLAGE OF NEW LENOX, IL

## REVENUE REVIEW

A large part of the Village of New Lenox's revenue is growth and development related. Therefore, many meetings are held between the finance department and the community development department to discuss future developments, progress of current subdivisions and any known commercial interests in the Village of New Lenox. The information that is gathered from these discussions is converted into dollars. A conservative approach is used projecting the revenues since much of the budget hinges on the growth and development estimates such as personnel.

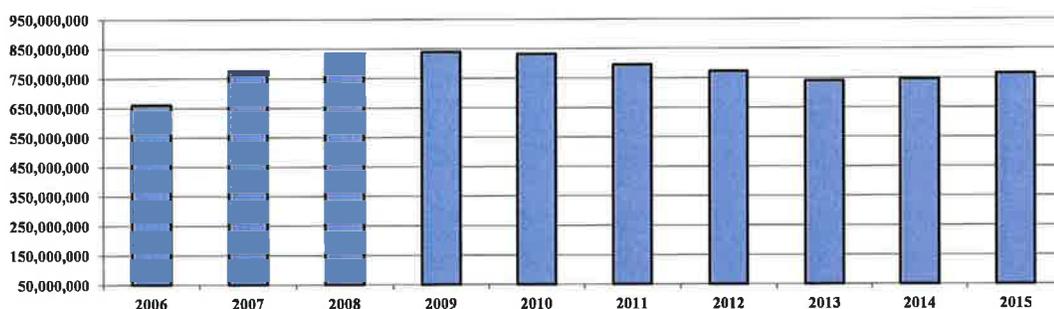
Additionally, whenever available, sources such as the Illinois Municipal League and the Will County Assessor's Office are used to project the revenue. When outside sources are not available, trend analysis is performed to calculate revenue. Trend analysis is used for projecting sales tax revenue, water and sewer use revenue and garbage fund revenues.

Some of the significant revenues collected in the Village of New Lenox are highlighted below.

### Property Tax

This budget includes property tax revenues of \$3,338,987, a \$100,327 increase over the prior year. In the five years prior to 2015, the New Lenox Township Assessor reduced residential property class assessed values across the board due to the declining market prices within the township. In 2015, the residential assessed values were not reduced. In total the assessed valuation increased \$19.8 million or 2.7% in 2015. Property tax accounts for 7.8% of Village operating revenues. The changes in the Village's assessed valuation over the past 10 years are illustrated in the graph below.

Village of New Lenox Assessed Valuations  
2006-2015

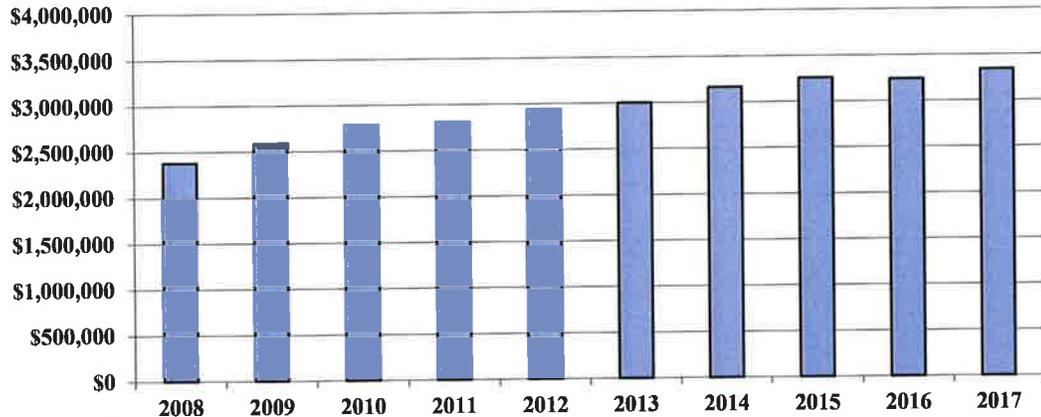


Even though the economy did have impact on the Village's assessed valuation over the past ten years, the Village continued to see both large-scale commercial and industrial developments as well as residential growth. In 2006 the commercial and industrial assessed value totaled \$76,485,480, which was 11.5% of the total equalized assessed value. In 2014, the commercial and industrial assessed value totaled \$143,072,079, which was 19.2% of the total equalized assessed value.

## VILLAGE OF NEW LENOX, IL

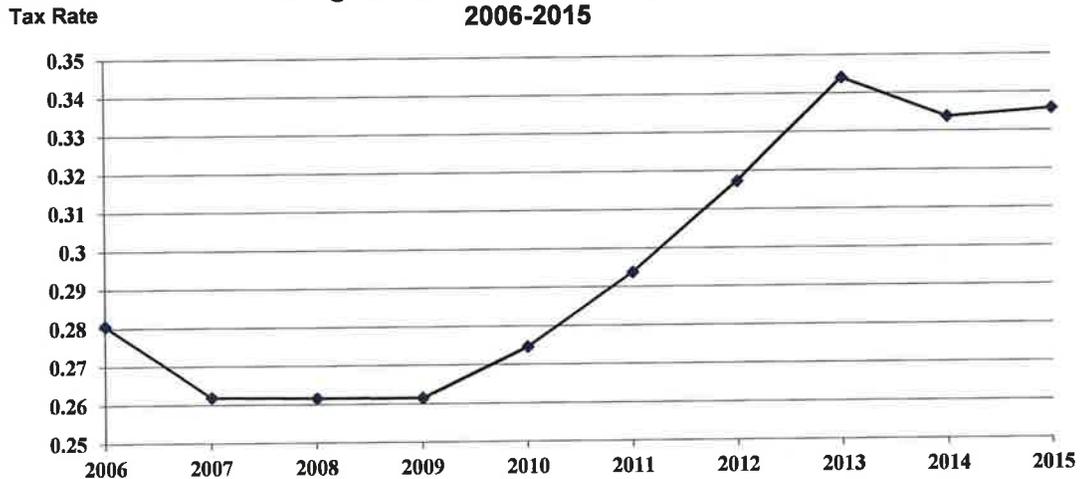
Property tax revenue has increased for the last 10 years as show in the chart below.

**Property Tax Revenue  
FY 2008-2017**



Prior to 2010, the Village property tax assessed valuations and revenues have increased and the property tax rate has decreased each year. Due to declining property tax values and slower growth within the Village, property tax rates increased slightly beginning 2010. In 2014, since the Village did not levy for garbage disposal services, the Village's tax rate went down. The chart below illustrates the tax rate for the last ten years. Even during the years when the tax rates increased, the Village of New Lenox continued to have one of the lowest tax rates in Will County.

**Village of New Lenox Property Tax Rate  
2006-2015**

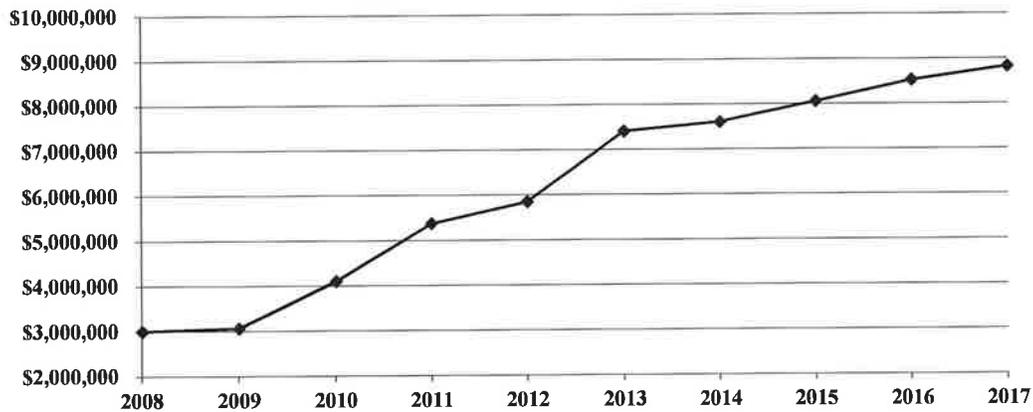


## VILLAGE OF NEW LENOX, IL

### Sales Tax

Sales tax revenue, which includes the base penny (1%) and home rule penny and a half (1.5%), is expected to increase 3.5%, or \$300,300 from FY 2015-16 to FY 2016-17. Total sales tax revenue is \$8,824,000 and it accounts for 20.5% of the FY 2016-17 Village operating revenues. It accounts for 35.6% of the total General Fund revenues. On January 1, 2012, the home rule sales tax increased 0.50% to assist with the funding of future capital projects. The graph below illustrates the sales tax growth over the past 10 years. The initial home rule sales tax of 1% went into effect on July 1, 2009.

**Sales Tax Revenue  
FY 2008 - FY 2017**



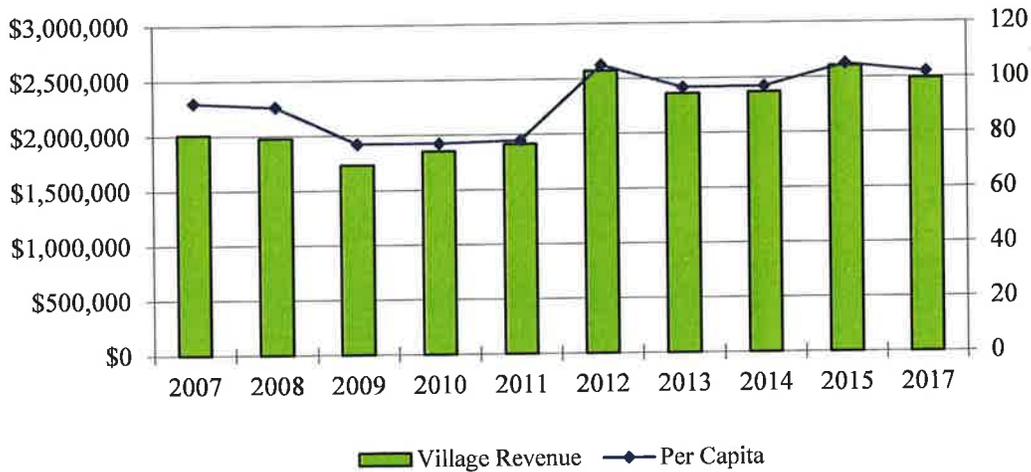
There has been heavy focus on commercial growth in the past few years. Even with the slowdown of the economy, retail developers continue to be interested in the Village of New Lenox.

### Income Tax

Income tax accounts for approximately 10% of the General Fund revenue and 5.8% of the Village operating revenue. This tax is budgeted based on the estimated state shared municipal revenues provided by the Illinois Municipal League. The state's Local Government Distributive Fund (LGDF) collects one-tenth of the net revenue realized from the state's income tax. These funds are then distributed to the Village of New Lenox based on their population as a percentage of the state's population. The per capita share is estimated to be \$102.00 for FY 2016-17, which is \$3.00 lower than the FY 2015-16 per capita share. The State of Illinois Governor Rauner indicated that the State of Illinois may take a portion of the local income tax from municipalities in order to meet the state budget needs. This budget reflects that Village retaining the full amount of the LGDF. Under this assumption, income tax revenue is expected to decrease 4.5% in FY 2016-17. If the state takes a portion of this revenue, the Mayor and Village Board will consider expenditure reductions, such as reducing the property tax rebate percentage, while maintaining the same government services. The table below illustrates per capita revenue and the income tax revenue over the past 10 years.

**VILLAGE OF NEW LENOX, IL**

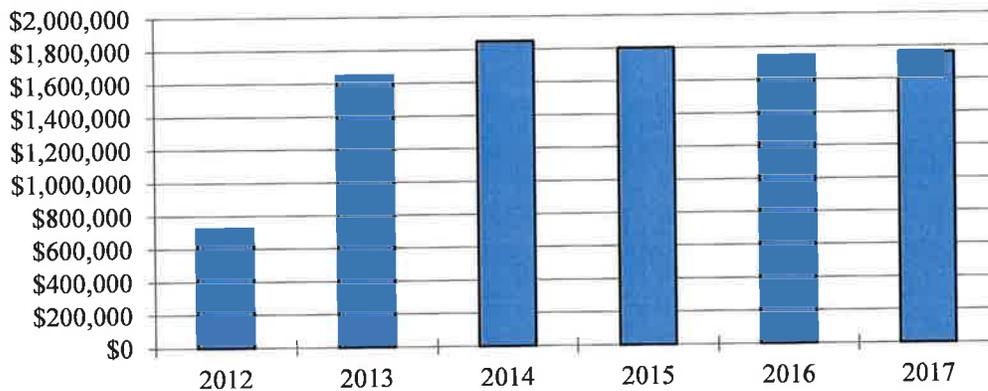
**Income Tax Revenue  
FY 2008- FY 2017**



Utility Tax

On September 26, 2011, the Village Board approved two ordinances implementing both a municipal natural gas and electricity tax which went into effect November 2011. The natural gas tax was set at the rate of five cents (\$0.05) per therm. The electricity tax was set at the maximum rate allowed by Illinois State Statute and is based on kilowatt-hours used or consumed in a month. Weather plays a big factor in how much is collected for utility tax. For example, during FY 2013-14, there was a record-setting winter season and utility tax revenue exceeded budget estimates by \$175,000. The FY 2014-15 and FY 2015-16 utility tax revenue was more in line with the FY 2012-13 revenue. FY 2016-17 revenue is expected to be the same. Utility tax is 7.1% of the General Fund revenue. This revenue will fund a portion of the major capital projects including the new police station, public works building and Nelson Road extension.

**Utility Tax Revenue  
FY 2012- FY 2017**



# VILLAGE OF NEW LENOX, IL

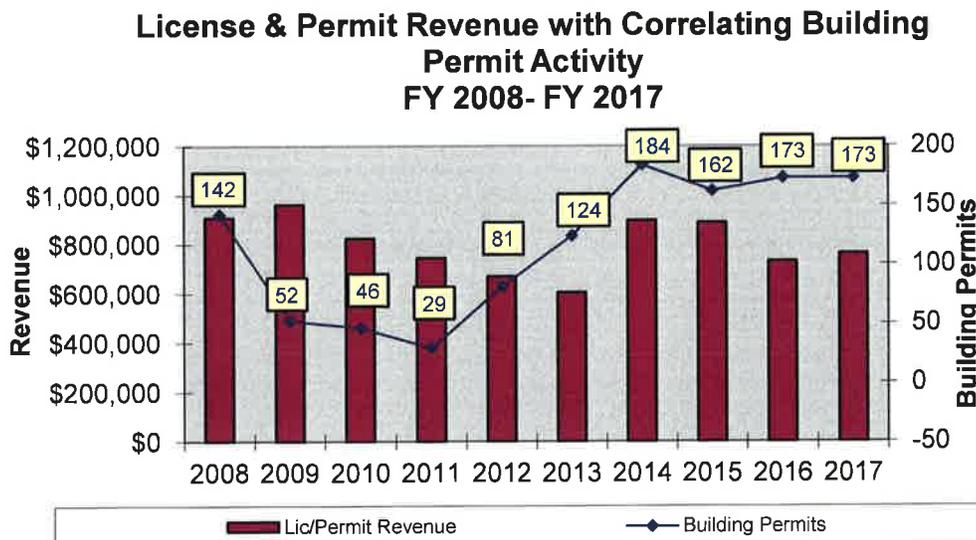
## Miscellaneous Taxes & Fees

Miscellaneous taxes and fees include the following: replacement taxes, video gaming tax, plan review fees, franchise fees, telecommunication fees, engineering fees, inspection fees, annexation fees, rezoning fees, plat fees and variance fees. These miscellaneous taxes and fees account for approximately 6.9% of the General Fund revenues. These taxes and fees remain relatively flat over the past few years. Since many of these miscellaneous taxes and fees relate to growth, very conservative forecasts were used in FY 2016-17 for these budgeted revenue items. Although there are approximately 20 subdivisions in the planning and engineering process, some of which will generate significant revenue, many have been delayed or extended into the future and are not anticipated in FY 2016-17.

## Licenses & Permits

Licenses and permits account for 3.1% of the General Fund revenues. They include liquor licenses, contractor and business registration, coin operating device licenses, building permits, sign permits and dog licenses. Building permit revenue is the largest item in this category. Licenses and permits are expected to increase \$30,431 from FY 2015-16. The majority of the increase relates to building permit fees. Residential building permits are expected to remain flat (173 homes) based on builder feedback. As mentioned in the budget message, a few commercial permits are anticipated and the related building permit revenue is in this budget. Contractor licensing continues as long as building activity continues in the Village of New Lenox.

The following chart illustrates the license and permit revenue over the last ten years. Additionally, the chart shows the number of building permits for the year. The graph supports the fact that a few large commercial and industrial building permits contribute just as significantly to revenue as many residential building permits.

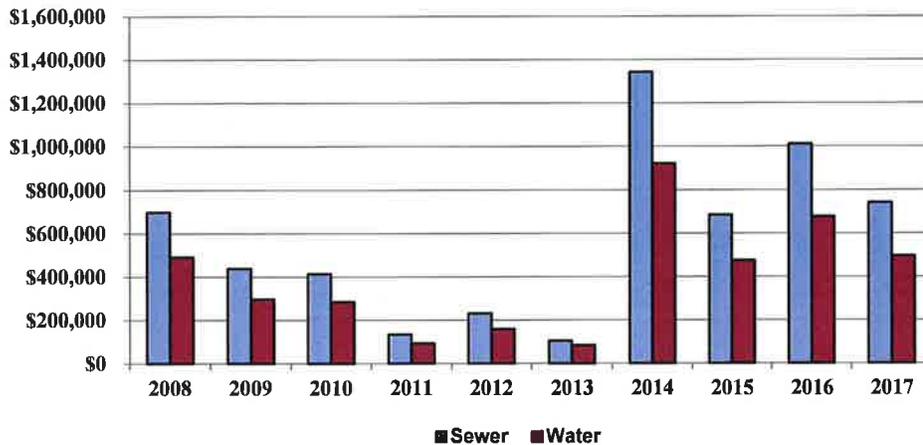


# VILLAGE OF NEW LENOX, IL

## Tap On Fees

Any person, prior to making any connection to the water or sewer system of the Village shall pay a tap on fee. Effective 5/1/16, the single family residential tap on fee will be \$9,200 and \$6,152 for sewer and water, respectively. This is a 5% increase over the 5/1/15 fee. In the past fiscal years, this tap on fee was due at the time the development or home was final platted. In FY 2008-09, to help residential developers, the Village Board allowed deferral of the tap on fees to the time that the residential building permit is drawn upon. There were a few developers that took advantage of this policy change which resulted in a reduction of tap on fee revenue. In FY 2016-17, tap on fee revenue for Sewer and Water Funds combined is expected to total \$1,235,696. Approximately 35 residential building permits requiring a tap on are expected in FY 2016-17. Additionally, a few commercial developments are expected to tap into the Village's sewer and water system. In FY 2016-17, one residential subdivision is expected to pay for a portion of their development's tap on fees. Prior to 2008, there were a large number of developments platted annually which resulted in large revenue. For the first time since 2007, there were two subdivisions that prepaid their tap on fees in FY 2013-14. The chart below displays the revenue trend for tap on fees over the past ten years.

**Tap on Fee Revenue  
FY 2008 - FY 2017**



**ANNUAL BUDGET  
REVENUE COMPARISON WORKSHEET**

CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
<b>FUND 10-GENERAL</b>				
<b>TAXES (310)</b>				
General Corporate Tax Levy	98,911	37,737	37,447	0
Audit Tax Levy	40,620	35,000	34,933	38,112
IMRF/FICA Tax Levy	1,347,847	1,375,000	1,372,043	1,425,000
Police Pension Tax Levy	898,871	1,038,730	1,036,551	1,104,582
Street & Bridge Levy	668,873	690,000	690,045	710,000
Sales Tax-Local Tax-net of rebates	3,859,319	4,042,500	4,136,800	4,284,000
Sales Tax-Home Rule-net of rebates	4,198,523	4,444,650	4,386,900	4,540,000
State Income Tax	2,368,789	2,415,006	2,604,747	2,488,188
Replacement Tax	28,032	23,500	28,000	28,000
Wheel Tax	572	100	120	100
Use Tax	469,756	473,244	541,547	573,259
Utility Tax-Electric	1,067,977	1,070,000	1,070,000	1,070,000
Utility Tax-Gas	733,147	710,000	672,000	690,000
Video Gaming Tax	32,492	31,000	55,000	100,000
<b>LICENSES &amp; PERMITS (320)</b>				
Liquor License	81,230	77,650	78,750	78,250
Contractor Registration	105,900	105,000	100,000	100,000
Business Registration	11,500	12,000	10,535	10,500
Video Gaming License	250	250	1,350	1,375
Coin Oper Device License	4,900	4,700	4,100	4,100
Building Permits	677,915	670,700	531,259	562,200
Sign Permits	6,283	6,000	6,000	6,000
<b>CHARGES FOR SERVICES (340)</b>				
Vacant Building Registration Fee	1,900	2,000	950	1,000
Reinspection Fees	14,957	15,000	10,000	10,000
Elevator Inspections	6,300	6,600	6,347	6,000
Recording Fees	3,083	1,500	4,000	3,000
Special Board Meeting	1,500	0	0	0
Plan Review Fee	35,640	32,005	31,485	32,005
Codes Maps & Publications	20	0	15	0
CATV Franchise Fee	346,288	347,000	384,725	400,000
Cable PEG Fee	21,335	21,000	26,344	29,000
Telecommunication Fee	691,773	775,000	700,000	700,000
NI Gas Franchise Fee	31,124	30,000	30,912	30,000
Commercial Plan Review Fee	66,943	57,000	18,965	34,570
Landscape Review Fee	10,550	1,700	4,100	4,400
CATV DVD Sales	170	150	150	150
Police Officer Application Fee	0	0	0	0
Police Reports	2,782	2,200	2,200	2,200
Certificate of Occupancy Fee	5,160	5,190	5,190	5,190
Village Hall Construction Fee	66,983	72,369	58,000	58,000

**ANNUAL BUDGET  
REVENUE COMPARISON WORKSHEET**

CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
Final Grade Admin. Fee	2,800	1,500	1,700	1,500
Engineering Fees	134,534	65,000	127,791	85,000
Inspections Fee	55,300	60,550	58,600	60,550
Annexation Fee	6,000	8,490	7,121	2,900
Rezoning Fee	1,500	1,000	2,000	500
Plat Fee-Preliminary	1,120	0	950	0
Plat Fee-Final	2,415	3,500	2,850	8,400
Special Use Fee	4,448	4,050	1,600	3,350
Variance Fee	600	0	0	0
Parkway Tree Fee	17,605	22,875	16,095	97,875
Bag Sticker Sales	0	2,100	4,000	4,000
Yard Waste Stickers	0	13,000	13,000	13,000
Temporary Use Fee	2,100	200	600	0
Site Plan Review Fee	1,000	500	1,100	1,250
Public Hearing Sign Fee	5,100	2,050	4,050	950
<b>FINES &amp; FORFEITS (350)</b>				
Court Fines	194,946	200,000	150,000	150,000
DUI Enforcement Fines	5,450	5,000	8,400	5,000
Parking Fines	17,456	19,000	12,000	12,000
Drug Forfeitures	-20,558	15,000	18,000	18,000
Misc Ordinance Fines	85,995	94,000	88,000	88,000
Police Vehicle Fund Fee	16,637	14,000	12,000	12,000
Pet Impoundment Fee/Fine	2,850	2,500	2,800	2,800
Electric Citations	3,164	3,000	1,700	1,700
FTA Warrant	1,610	1,300	1,000	1,000
<b>MISCELLANEOUS REV. (360)</b>				
Interest	16,513	15,000	15,000	15,000
Proceeds from the Sale of Land	0	0	143,065	2,250,000
Shared Administrative Costs				
Reimbursement	1,353,000	1,380,000	1,380,000	1,497,300
Rental Income	100,587	127,626	133,053	152,728
Federal Funded Grants	5,267	0	10,375	0
State Funded Grants	2,310	2,300	2,600	2,300
Will County Grants	32,768	33,000	30,412	30,000
Games Grant	1,289	1,200	1,171	1,100
Miscellaneous Grants	0	0	7,500	0
Insurance Reimbursement	48,505	0	114,598	0
Street Reimbursement	26,142	10,000	14,596	15,000
Grass Cutting Reimbursement	3,160	4,000	1,975	1,800
Police Train. Reimbursement	15,346	20,994	23,100	20,000
L/W Community Ctr. Contrib.	20,104	18,165	17,324	18,165
Misc. Reimbursement	31,802	30,000	448,828	30,000
Country Concert Ticket Sales	0	200,000	127,650	0

**ANNUAL BUDGET  
REVENUE COMPARISON WORKSHEET**

CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
Concert Insulated Bags	872	0	223	0
Concert Beer Sales	140,394	180,000	178,331	222,000
Triple Play Concert Ticket Sales	640,600	375,000	626,015	625,000
Performing Arts Sponsors	85,925	90,000	66,176	85,000
Police Donation	610	0	2,702	0
Developer Contribution	0	37,500	0	37,500
Miscellaneous Revenue	14,791	12,000	6,000	5,000
Transfer from Garbage	0	52,145	85,801	0
Transfer from Capital Improvements	0	0	0	17,760
Transfer from Sewer	100,670	82,189	82,189	65,335
Transfer from Water	8,720	8,720	8,720	8,720
<b>SUB-TOTAL</b>	<b>21,199,662</b>	<b>21,849,935</b>	<b>22,744,271</b>	<b>24,798,664</b>
<b>FUND 11-GARBAGE DISPOSAL</b>				
Property Tax Levy	155,088	0	0	0
Penalty	2,116	0	0	0
Recycling Fee	83,530	0	0	0
Bag Sticker Sales	6,341	0	0	0
Yard Waste Stickers	15,081	0	0	0
Interest	4	0	26	0
<b>SUB-TOTAL</b>	<b>262,160</b>	<b>0</b>	<b>26</b>	<b>0</b>
<b>FUND 13-SEIZURE &amp; FORFEITURES</b>				
USDPT Equitable Share Federal Funds	252,916	0	112,784	280,544
<b>SUB-TOTAL</b>	<b>252,916</b>	<b>0</b>	<b>112,784</b>	<b>280,544</b>
<b>FUND 30-2007 G.O. BONDS</b>				
Transfer from General Fund	262,400	266,400	266,400	270,000
<b>SUB-TOTAL</b>	<b>262,400</b>	<b>266,400</b>	<b>266,400</b>	<b>270,000</b>
<b>FUND 31-SSA #2008-1 (Central Road Detention Pond)</b>				
Property Tax Levy	7,506	7,500	7,500	7,500
Interest	4	0	15	0
<b>SUB-TOTAL</b>	<b>7,510</b>	<b>7,500</b>	<b>7,515</b>	<b>7,500</b>
<b>FUND 32 &amp; 33-2004 G.O./2010 G.O. Refunding Bonds-VILLAGE HALL</b>				
Transfer from General Fund	409,070	706,671	706,671	714,921
<b>SUB-TOTAL</b>	<b>409,070</b>	<b>706,671</b>	<b>706,671</b>	<b>714,921</b>

**ANNUAL BUDGET  
REVENUE COMPARISON WORKSHEET**

CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
<u>FUND 34-SSA#2010-1 (Laraway SSA)</u>				
Property Tax Levy	55,594	54,693	54,694	53,793
SUB-TOTAL	55,594	54,693	54,694	53,793
<u>FUND 35 -POLICE PENSION</u>				
Employer Contribution	898,871	1,038,730	1,036,551	1,104,582
Interest	1,121,535	270,000	350,000	350,000
Miscellaneous Reimbursement	0	0	0	0
Withholding	327,606	330,000	350,000	360,000
SUB-TOTAL	2,348,012	1,638,730	1,736,551	1,814,582
<u>FUND 36-2012A G.O. BONDS</u>				
Transfer from General Fund	472,294	470,032	470,032	464,572
Transfer From Sewer G.O. Bond Debt	133,211	132,573	132,573	131,033
SUB-TOTAL	605,505	602,605	602,605	595,605
<u>FUND 37-2013A G.O. BONDS</u>				
Transfer from General Fund	703,400	706,000	706,000	708,400
SUB-TOTAL	703,400	706,000	706,000	708,400
<u>FUND 38-2014A G.O. BONDS</u>				
Transfer from General Fund	74,595	359,650	359,650	355,650
SUB-TOTAL	74,595	359,650	359,650	355,650
<u>FUND 40-MOTOR FUEL TAX</u>				
Motor Fuel Allotment	620,143	614,657	663,479	665,805
State Funded Grants	433,926	0	0	0
Transfer from General Fund	1,200,000	1,200,000	1,200,000	1,270,000
Interest	11	0	75	0
SUB-TOTAL	2,254,080	1,814,657	1,863,554	1,935,805
<u>FUND 42-ROADWAY CAPITAL IMPROVE.</u>				
Transportation Fee	44,222	51,173	34,000	35,292
Interest	39	0	250	100
Transfer from General Fund	616,712	0	0	0
Bond Proceeds	0	0	0	5,775,000
SUB-TOTAL	660,973	51,173	34,250	5,810,392
<u>FUND 45-COMMUTER PARKING LOT</u>				
Token Sales	58,696	55,000	67,500	70,000
Parking Fees	203,881	206,000	203,000	203,000
Interest	3	0	75	50
SUB-TOTAL	262,580	261,000	270,575	273,050

**ANNUAL BUDGET  
REVENUE COMPARISON WORKSHEET**

CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
<b>FUND 50-EQUIPMENT SERVICES</b>				
Service To General Fund	485,631	561,544	474,983	547,000
Service To Sewer Fund	27,793	70,985	44,701	52,700
Service To Water Fund	46,031	80,211	49,987	59,115
<b>SUB-TOTAL</b>	<b>559,455</b>	<b>712,740</b>	<b>569,671</b>	<b>658,815</b>
<b>FUND 52-EQUIPMENT REPLACEMENT</b>				
Interest	50	0	0	0
Gain on Sale of Fixed Assets	79,151	50,000	30,000	30,000
Transfer from General Fund	274,378	389,969	389,969	671,695
Transfer from Seizure and Forfeiture Funds	187,460	0	207,451	210,000
Transfer from Sewer Capital Impr.	16,435	142,766	144,429	118,919
Transfer from Water Capital Impr.	72,102	420,778	438,736	141,390
<b>SUB-TOTAL</b>	<b>629,576</b>	<b>1,003,513</b>	<b>1,210,585</b>	<b>1,172,004</b>
<b>FUND 55-PUBLIC IMPROVEMENTS</b>				
Infrastructure Fee	15,800	17,300	17,000	17,300
Interest	415	400	700	500
State Funded Grants	22,500	72,500	20,073	35,000
Insurance Reimbursement	0	0	38,600	0
Reimbursements-Other agencies	0	0	0	12,000
Federal Funded Grants (ITEP)	0	204,440	0	204,440
Canadian National Reimbursement	490,220	0	0	0
Developer Contribution	189,164	158,253	176,682	161,820
Developer Contribution-Bike Trail	550	0	0	0
<b>SUB-TOTAL</b>	<b>718,649</b>	<b>452,893</b>	<b>253,055</b>	<b>431,060</b>
<b>FUND 56-CAPITAL IMPROVEMENTS</b>				
Interest	278	0	0	0
State Funded Grants	37,500	100,000	112,500	218,961
Bond Proceeds	5,061,648	0	0	0
Transfer from General Fund	2,987,443	0	0	0
<b>SUB-TOTAL</b>	<b>8,086,869</b>	<b>100,000</b>	<b>112,500</b>	<b>218,961</b>
<b>FUND 59-CEDAR CROSSINGS SSA/BUSINESS DISTRICT</b>				
SSA Bonds	0	10,000,000	0	10,000,000
Sales Tax Bonds	0	20,000,000	0	20,000,000
<b>SUB-TOTAL</b>	<b>0</b>	<b>30,000,000</b>	<b>0</b>	<b>30,000,000</b>

**ANNUAL BUDGET  
REVENUE COMPARISON WORKSHEET**

CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
<b>FUND 60-SEWER OPERATING &amp; MAINT.</b>				
Sewer Use	2,885,841	3,675,000	3,100,000	3,659,000
Sewer Penalty	49,656	64,300	52,700	61,500
Debt/Cap	751,604	750,000	800,300	991,600
Miscellaneous Reimbursement	0	17,523	8,306	12,456
Laraway Road Relief Sewer	61,199	13,400	10,273	11,080
<b>SUB-TOTAL</b>	<b>3,748,300</b>	<b>4,520,223</b>	<b>3,971,579</b>	<b>4,735,636</b>
<b>FUND 63-2009 G.O. REFUNDING BONDS</b>				
Transfer from Sewer G.O. Bond Debt	289,247	289,247	289,247	289,247
Transfer from Water Capital Improvements	50,963	50,963	50,963	50,963
<b>SUB-TOTAL</b>	<b>340,210</b>	<b>340,210</b>	<b>340,210</b>	<b>340,210</b>
<b>FUND 68-SEWER G.O. BOND DEBT SVC.</b>				
Interest	1,628	4,714	1,000	1,000
Transfer from Sewer Fund	593,767	592,500	632,237	783,364
<b>SUB-TOTAL</b>	<b>595,395</b>	<b>597,214</b>	<b>633,237</b>	<b>784,364</b>
<b>FUND 70-SEWER CAPITAL IMPROVEMENT</b>				
Tap On Fees	684,802	674,754	1,010,233	740,540
Interest	148	100	1,260	1,200
Developers Contribution-Sylvan Meadows	0	29,813	0	29,813
IEPA/Bond Proceeds	0	9,000,000	0	9,465,000
Transfer from Sewer Fund	0	0	0	208,236
Transfer from General Fund	220,000	0	0	0
<b>SUB-TOTAL</b>	<b>904,950</b>	<b>9,704,667</b>	<b>1,011,493</b>	<b>10,444,789</b>
<b>FUND 72-WWTP #2 EXPANSION</b>				
Transfer from Sewer Capital Improvement Fund	25,176	0	0	0
<b>SUB-TOTAL</b>	<b>25,176</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND 78-2011 G.O. REFUNDING BONDS-SEWER</b>				
Transfer From Sewer G.O. Bond Debt	439,275	432,375	431,875	424,975
<b>SUB-TOTAL</b>	<b>439,275</b>	<b>432,375</b>	<b>431,875</b>	<b>424,975</b>

**ANNUAL BUDGET  
REVENUE COMPARISON WORKSHEET**

CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
<b>FUND 80-WATER FUND</b>				
Water Use Permit	8,700	9,400	8,740	8,650
Water Use	6,584,778	7,100,000	7,144,500	7,358,835
Penalty	87,335	95,700	91,780	95,600
Misc Water Charge	6,438	6,000	5,500	5,500
Water Equipment Fee	129,367	130,000	118,076	116,437
Interest	1,499	1,200	4,700	5,000
Miscellaneous Reimbursement	123,456	0	10,770	0
Village of Mokena-Loan Portion	226,279	226,280	226,280	226,280
IEPA/Bond Proceeds	0	0	0	0
<b>SUB-TOTAL</b>	<b>7,167,852</b>	<b>7,568,580</b>	<b>7,610,346</b>	<b>7,816,302</b>
<b>FUND 82-1999 IEPA LAKE WATER REV. BOND &amp; INT.</b>				
Transfer from Water Fund	226,280	226,280	226,280	226,280
Transfer from Water Capital Improv.	431,127	431,126	431,126	431,127
<b>SUB-TOTAL</b>	<b>657,407</b>	<b>657,406</b>	<b>657,406</b>	<b>657,407</b>
<b>FUND 84-WATER CAPITAL IMPROVEMENTS</b>				
Tap On Fees	474,666	451,194	675,568	495,196
CDBG Grant	135,768	0	0	0
Interest	5,431	8,514	5,000	5,000
Developer Contribution	0	1,200,000	0	0
Transfer from General	0	0	0	440,000
Transfer from Water	0	0	0	2,196,000
<b>SUB-TOTAL</b>	<b>615,865</b>	<b>1,659,708</b>	<b>680,568</b>	<b>3,136,196</b>
<b>FUND 85-2014B/2005 GO BOND &amp; INT.-WATER/SEWER</b>				
Transfer from Water Fund	36,100	0	0	0
Transfer from Sewer Capital Improve.	81,289	82,275	82,304	83,605
Transfer from Water Capital Improve.	562,329	569,153	569,349	578,348
<b>SUB-TOTAL</b>	<b>679,718</b>	<b>651,428</b>	<b>651,653</b>	<b>661,953</b>
<b>GRAND TOTAL</b>	<b>54,527,154</b>	<b>86,719,971</b>	<b>47,599,724</b>	<b>99,101,578</b>

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VILLAGE OF NEW LENOX



Annual Budget for the Fiscal Year Beginning May 1, 2016  
 General Fund  
 All Program Expenditures

Program Number	Program Name	Department Reporting	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
400	Village Board	Administration	\$ 162,798	\$ 161,800	\$ 166,626	\$ 172,952
401	Village Clerk	Administration	\$ 111,883	\$ 110,237	\$ 113,031	\$ 114,116
402	Village Commissions	Administration	\$ 21,139	\$ 25,391	\$ 10,239	\$ 38,885
403	Village Attorney	Administration	\$ 269,100	\$ 267,000	\$ 297,000	\$ 277,000
410	Village Administration	Administration	\$ 470,572	\$ 493,317	\$ 497,282	\$ 517,389
411	Finance	Administration	\$ 284,335	\$ 297,640	\$ 316,221	\$ 320,113
412	Information Technology	Administration	\$ 207,457	\$ 252,254	\$ 255,092	\$ 260,429
413	Central Services	Administration	\$ 8,975,075	\$ 5,901,744	\$ 5,838,403	\$ 6,659,178
415	Human Resources	Administration	\$ 344,180	\$ 367,334	\$ 319,340	\$ 388,660
420	Community Development	Community Development	\$ 258,881	\$ 281,305	\$ 280,782	\$ 296,504
421	Building	Community Development	\$ 490,179	\$ 536,295	\$ 531,316	\$ 554,924
423	Planning	Community Development	\$ 190,812	\$ 198,438	\$ 190,166	\$ 261,333
430	Engineering	Community Development	\$ 597,611	\$ 635,403	\$ 565,935	\$ 567,344
440	Economic Development	Community Development	\$ 170,434	\$ 444,578	\$ 415,723	\$ 340,787
450	Police Administration	Police	\$ 1,329,939	\$ 1,469,540	\$ 1,496,445	\$ 1,561,850
452	Police Records	Police	\$ 288,344	\$ 294,211	\$ 299,559	\$ 312,354
453	Police Patrol	Police	\$ 3,420,199	\$ 3,537,619	\$ 3,550,835	\$ 3,752,267
454	Police Investigations	Police	\$ 729,745	\$ 766,567	\$ 796,884	\$ 807,481
456	Police Community Services	Police	\$ 149,196	\$ 162,052	\$ 169,377	\$ 170,207
457	Police Traffic	Police	\$ 141,956	\$ 144,147	\$ 144,587	\$ 164,004
458	School Resources	Police	\$ 107,623	\$ 119,469	\$ 121,594	\$ 121,185
459	Public Safety Division	Police	\$ 177,143	\$ 176,631	\$ 189,121	\$ 176,562
460	Police Communications	Police	\$ 381,667	\$ 405,363	\$ 393,584	\$ 413,280
461	Code Enforcement	Police	\$ 90,131	\$ 101,593	\$ 97,928	\$ 107,230
470	ESDA	Police	\$ 69,157	\$ 84,825	\$ 84,500	\$ 84,375
480	Streets	Public Works	\$ 984,555	\$ 989,503	\$ 954,759	\$ 1,201,027
481	Public Works Administration	Public Works	\$ 473,257	\$ 457,228	\$ 461,387	\$ 566,582
482	Parkway Maintenance	Public Works	\$ 653,961	\$ 973,006	\$ 876,785	\$ 1,297,179
483	Building Maintenance	Public Works	\$ 517,316	\$ 604,762	\$ 624,016	\$ 670,894
484	Traffic Control	Public Works	\$ 109,148	\$ 97,950	\$ 90,277	\$ 138,285
485	Stormwater System Maintenance	Public Works	\$ 103,163	\$ 144,598	\$ 121,078	\$ 110,890
490	Street Lighting	Public Works	\$ 160,479	\$ 173,829	\$ 188,539	\$ 247,016
830	Community Access (CATV)	Administration	\$ 86,775	\$ 103,269	\$ 106,714	\$ 105,830
835	Community Benefit (Special Events)	Administration	\$ 725,291	\$ 1,113,500	\$ 1,157,691	\$ 1,455,993
840	Garbage Disposal	Administration	\$ -	\$ 16,865	\$ 14,555	\$ 17,190
<b>TOTAL GENERAL FUND</b>			<b>\$ 23,253,501</b>	<b>\$ 21,909,263</b>	<b>\$ 21,737,371</b>	<b>\$ 24,251,295</b>

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 400 - Village Board**

**Program Description:**

Provides legislative and policy direction through actions of the Village Board of Trustees. This program provides support for Board operations and board based administrative functions. The Mayor and Trustees are the only elected officials in the Village Government.

**Program Objectives:**

- To carry out legislative and policy direction of the Village.
- To adopt the Comprehensive Annual Budget Report.
- To hold Village Board meetings that encourage public participation.
- Skillfully represent the Village's interests on regional issues affecting the Village of New Lenox.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Mayor	1	1
Village Trustees	6	6
Total Elected Officials	7	7

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	68,257	68,200	67,518	68,202
Commodities	350	500	1,114	1,000
Contractual	94,191	93,100	97,994	103,750
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$162,798</b>	<b>\$161,800</b>	<b>\$166,626</b>	<b>\$172,952</b>

**Budget Commentary:**

Per Ordinance #1810 the salaries for all elected officials shall be as follows: Mayor \$15,000 annually, All Trustees \$7,200 annually and Liquor Commissioner \$3,000 annually.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 400 - VILLAGE BOARD	ACCT NO 10-400			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4102	Salaries: Part-Time	61,200	61,200	60,600	61,200
4203	Pension Contribution-IMRF/FICA	7,057	7,000	6,918	7,002
	<b>Total Personal Services</b>	<b>\$68,257</b>	<b>\$68,200</b>	<b>\$67,518</b>	<b>\$68,202</b>
<b><u>COMMODITIES</u></b>					
4335	Printing Costs	350	500	1,114	1,000
	<b>Total Commodities</b>	<b>\$350</b>	<b>\$500</b>	<b>\$1,114</b>	<b>\$1,000</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4416	Consultant Services	30,000	30,000	30,000	30,000
4426	Meeting & Expense Allowance	5,151	5,000	5,000	5,000
4427	Education & Training	5,271	8,400	2,744	8,400
4430	Legal Publications	3,600	4,500	5,500	5,500
4481	Professional Memberships	25,675	25,200	25,750	25,850
4487	Contributions	24,494	20,000	29,000	29,000
	<b>Total Contractual Services</b>	<b>\$94,191</b>	<b>\$93,100</b>	<b>\$97,994</b>	<b>\$103,750</b>
	<b>Total Village Board</b>	<b>\$162,798</b>	<b>\$161,800</b>	<b>\$166,626</b>	<b>\$172,952</b>

**Budget Notes for General Fund Program 400 - Village Board**

Object Code	Description	Amount	Object Code	Description	Amount
4335	Printing Costs		4416	Consultant Services	
	Board Business Cards	1,000		Legislative	
	Total	1,000		Advocacy	30,000
				Total	30,000
4426	Meeting & Expense Allowance		4487	Contributions	
	Student Government Day, IML			Chamber golf	
	meetings, legislative trips, Loyalty	5,000		outing	
	Day parade candy, annual			sponsorship, NL	
	Chamber dinner			Historical Society	
	Total	5,000		support, LW 210	29,000
				& NL 122	
4427	Education & Training			Foundations &	
	Mayor			Other community	
	Illinois Municipal League	1,800		contributions as	
	Board of Trustees			Village Board	
	Illinois Municipal League	2,600		designates	
	ICSC-Las Vegas, NV (2				
	attendees)	4,000		Total	29,000
	Total	8,400			
4481	Professional Memberships		4430	Legal Publications	
	New Lenox Rotary	500		Legal notices	
	New Lenox Historical Society	100		published in the	
	Illinois Municipal League	1,750		newspaper,	
	Will County Gov. League	17,150		annual	5,500
	CMAP membership	250		Treasurer's	
	Will County CED	5,000		Report	
	Metro Managers Caucus (MMC)	1,100		Total	5,500
	Total	25,850			

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 401 - Village Clerk**

**Program Objectives:**

This program supports the operation of the Village Clerk, including some licensing activities, maintenance of official Village records, voter registration and administration of absentee balloting.

**Program Activities:**

- Prepare agendas and take minutes for Village Board meetings.
- Prepare ordinances, resolutions and proclamations for execution, recording, archiving and distribution.
- To provide the secure maintenance of all official Village records through the Clerk's office.
- Meet all of the requirements of the Freedom of Information Act.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Village Clerk	1	1
Total FTE	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	104,285	101,632	104,731	107,226
Commodities	-	-	-	-
Contractual	7,598	8,605	8,300	6,890
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$111,883</b>	<b>\$110,237</b>	<b>\$113,031</b>	<b>\$114,116</b>

**Budget Commentary:**

**Medical & Life Insurance:** Prior to 2015-16, the medical & life insurance costs includes premiums for a retired employee.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 401 - VILLAGE CLERK	ACCT NO 10-401			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	63,288	67,589	69,963	72,050
4203	Pension Contribution-IMRF/FICA	13,125	13,813	14,193	14,825
4207	Medical & Life Insurance	27,872	20,230	20,575	20,351
	<b>Total Personal Services</b>	<u>\$104,285</u>	<u>\$101,632</u>	<u>\$104,731</u>	<u>\$107,226</u>
<b><u>CONTRACTUAL SERVICES</u></b>					
4402	Codification Service	6,261	7,000	7,000	6,000
4426	Meeting & Expense Allowance	110	200	50	100
4427	Education & Training	967	1,125	975	500
4481	Professional Memberships	260	280	275	290
	<b>Total Contractual Services</b>	<u>\$7,598</u>	<u>\$8,605</u>	<u>\$8,300</u>	<u>\$6,890</u>
	<b>Total Village Clerk</b>	<u><u>\$111,883</u></u>	<u><u>\$110,237</u></u>	<u><u>\$113,031</u></u>	<u><u>\$114,116</u></u>

**Budget Notes for General Fund Program 401 - Village Clerk**

Object Code	Description	Amount
4402	Codification Service	
	Annual ordinance codification, printing service & internet access for the Village Code	6,000
	Total	<u>6,000</u>
4426	Meeting & Expense Allowance	
	Will-Grundy Clerks meetings, misc. meetings	100
	Total	<u>100</u>
4427	Education & Training	
	Continuing Education	200
	MCI Institute	300
	Total	<u>500</u>
4481	Professional Memberships	
	International Institute of Municipal Clerks	195
	Municipal Clerks of Illinois	75
	Muni. Clerks of Will County	20
	Total	<u>290</u>

**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 402 - Village Commissions**

**Program Description:**

**Plan Commission:**

The commission serves as the planning agency & zoning authority of the Village. They prepare, maintain, review and update the Village comprehensive plan and make recommendations on proposed developments to the Village Board. Additionally, the Plan Commission serves as Zoning Board of Appeals hearing variance cases. The Plan Commission monitors development and planning trends and makes a recommendation to the Village Board for policy and legislation.

**Fire & Police Commission:**

The commission is an independent board responsible for the testing, hiring, promotion, termination and disciplinary measures of the Police Department patrol and sergeant staffing.

**Program Objectives:**

To provide planning & zoning administration throughout the Village and the extraterritorial 1-1/2 miles planning area encompassing the Village; to monitor trends in development, planning & zoning; and to assist the Village Board by reviewing development requests in depth.

To provide the highest quality police officers through their testing process and to appoint the best qualified candidates to the Police Department. To determine the most qualified candidates for promotion to supervisory ranks and appoint those individuals. To provide an independent Board to hear disciplinary cases and take appropriate actions.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Plan Commission Chairman	1	1
Plan Commissioners	6	6
Fire & Police Commission Chairman	1	1
Fire & Police Commissioners	2	2
<b>Total Appointed Members</b>	<b>10</b>	<b>10</b>

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
<b>Personnel</b>	8,913	13,166	5,400	14,285
<b>Commodities</b>	-	-	-	750
<b>Contractual</b>	12,226	12,225	4,839	23,850
<b>Capital Outlay</b>	-	-	-	-
<b>TOTAL</b>	<b>\$21,139</b>	<b>\$25,391</b>	<b>\$10,239</b>	<b>\$38,885</b>

**Budget Commentary:**

**Wages:** Plan Commission Chairman-\$80 per mtg.; Plan Commissioners-\$65 per mtg. (25 meetings); Fire & Police Commission Chairman-\$35 per mtg.; Fire & Police Commissioners-\$30 per mtg. (16 meetings)

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 402 - VILLAGE COMMISSIONS	ACCT NO 10-402			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4102	Salaries: Part-Time	8,280	12,230	5,000	13,270
4203	Pension Contribution-FICA	633	936	400	1,015
	<b>Total Personal Services</b>	<b>\$8,913</b>	<b>\$13,166</b>	<b>\$5,400</b>	<b>\$14,285</b>
<b><u>COMMODITIES</u></b>					
4335	Printing Costs	0	0	0	750
	<b>Total Commodities</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$750</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4405	Physical Exams	0	1,125	400	1,200
4406	Test & Psychological Exams	10,511	2,100	1,650	1,800
4416	Consulting Services	0	4,500	1,074	15,000
4426	Meeting & Expense Allowance	0	150	0	200
4427	Education & Training	0	2,550	0	2,450
4430	Legal Publications	0	0	0	1,400
4481	Professional Memberships	1,715	1,800	1,715	1,800
	<b>Total Contractual Services</b>	<b>\$12,226</b>	<b>\$12,225</b>	<b>\$4,839</b>	<b>\$23,850</b>
	<b>Total Village Commissions</b>	<b>\$21,139</b>	<b>\$25,391</b>	<b>\$10,239</b>	<b>\$38,885</b>

**Budget Notes for General Fund Program 402 - Village Commissions**

Object Code	Description	Amount	Object Code	Description	Amount
4335	Printing Costs		4427	Education & Training	
	Applications for Patrol Exam	750		<u>Plan Commission:</u>	
	Total	750		Misc. local	
				training (\$250	1,750
				each for 7)	
4405	Physical Exams			<u>Fire &amp; Police Commission:</u>	
	New Patrol Officer testing (3)	1,200		IFPCA Fall	
	Total	1,200		conference	700
				(1 attendee)	
4406	Test & Psychological Exams			Total	2,450
	Polygraph, Psych., and Vision	1,800			
	Exams (3 candidate)				
	Total	1,800			
			4481	Professional Memberships	
4416	Consulting Services			<u>Plan Commission:</u>	
	Promotional Testing Service	3,500		APA	450
	Patrol Officer Testing Service	11,500		Zoning	125
	Total	15,000		Practice	
				Planning	850
4426	Meeting & Expense Allowance			Advisory Svc.	
	Expenses on day of testing	200		<u>Fire &amp; Police Commission:</u>	
	Total	200		IFPCA	375
				Total	1,800

**VILLAGE OF NEW LENOX**

**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 403 - Village Attorney**



**Program Description:**

Outside legal services for Village operating departments, Village Boards and Commissions, including the prosecution of local ordinance violations.

**Program Activities:**

As directed by the Mayor and Village Board, provides necessary legal services for the Village's operation in the following functional areas:

- General Government
- Planning & Zoning
- Litigation
- Public Safety
- Public Works
- Outside legal services
- Mediation
- Prosecution

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	269,100	267,000	297,000	277,000
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$269,100</b>	<b>\$267,000</b>	<b>\$297,000</b>	<b>\$277,000</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 403 - VILLAGE ATTORNEY	ACCT NO 10-403			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>CONTRACTUAL SERVICES</u></b>				
4410	Legal Services	258,207	255,000	285,000	265,000
4437	Magistrate Program	10,893	12,000	12,000	12,000
	<b>Total Contractual Services</b>	<u>\$269,100</u>	<u>\$267,000</u>	<u>\$297,000</u>	<u>\$277,000</u>
	<b>Total Village Attorney</b>	<u>\$269,100</u>	<u>\$267,000</u>	<u>\$297,000</u>	<u>\$277,000</u>

**Budget Notes for General Fund Program 403 - Village Attorney**

Object Code	Description	Amount
4410	Legal Services	
	Village legal fees including	
	Prosecutor, general legal expenses,	
	labor issues, personnel manual	
	review & Recorder of Deeds fees	
	Total	<u>265,000</u>
4437	Magistrate Program	
	MSI fees (\$600/month)	7,200
	Magistrate fees (\$400/month)	4,800
	Total	<u>12,000</u>

**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 410 - Village Administrator**

**Program Objective:**

The Administration program is responsible for the day to day management and operation of all departments of the Village and formulates recommendations for the Village Board's consideration and implements the policies and directives of the Mayor and Village Board.

**Program Activities:**

- Oversee the Administration of all Village Departments
- Provide for the implementation of Village policy and legislation
- Provide research and support for Board functions
- Ensure the Village Board is fully informed on issues
- Provide timely, complete and accurate Village Board reports
- Prepare the annual operating budget and multi-year Capital Improvement Program

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Village Administrator	1	1
Senior Administrative Assistant	1.25	1
Receptionist	2.5	2.5
Total FTE	<u>4.75</u>	<u>4.5</u>

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	434,997	447,267	466,867	440,809
Commodities	13,625	15,600	14,800	16,800
Contractual	21,950	18,600	15,615	38,780
Capital Outlay	-	11,850	-	21,000
<b>TOTAL</b>	<u>\$470,572</u>	<u>\$493,317</u>	<u>\$497,282</u>	<u>\$517,389</u>

**Budget Commentary:**

Personnel costs are partially funded with sewer and water operating funds which is reflected as Shared Administrative Costs in the General Fund revenue.

**Medical & Life Insurance:** In FY 2015-16 and prior, the medical & life insurance costs includes premiums for retired employees.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 410 - VILLAGE ADMINISTRATOR	ACCT NO 10-410			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	318,641	328,696	345,096	330,074
4102	Salaries: Part-Time	14,134	13,000	14,154	15,325
4105	Overtime Pay	0	1,200	850	1,200
4203	Pension Contribution-IMRF/FICA	63,953	68,200	69,380	70,518
4207	Medical & Life Insurance	38,269	36,171	37,387	23,692
	<b>Total Personal Services</b>	<b>\$434,997</b>	<b>\$447,267</b>	<b>\$466,867</b>	<b>\$440,809</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	13,575	14,800	14,800	15,000
4313	Computer Supplies	50	0	0	0
4315	Forms, Books & Manuals	0	200	0	200
4335	Printing Costs	0	600	0	600
4362	Uniforms	0	0	0	1,000
	<b>Total Commodities</b>	<b>\$13,625</b>	<b>\$15,600</b>	<b>\$14,800</b>	<b>\$16,800</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4416	Consultant Services	12,265	6,000	5,315	6,000
4421	Telephone Service	2,160	2,600	2,600	2,600
4426	Meeting & Expense Allowance	759	1,000	800	1,000
4427	Education & Training	2,663	5,000	3,000	5,000
4436	Consultant Services-Branding	0	0	0	20,000
4481	Professional Memberships	4,103	4,000	3,900	4,180
	<b>Total Contractual Services</b>	<b>\$21,950</b>	<b>\$18,600</b>	<b>\$15,615</b>	<b>\$38,780</b>
<b><u>CAPITAL OUTLAY</u></b>					
4506	Monument Sign Plan	0	11,850	0	11,000
4572	Office Furniture	0	0	0	10,000
	<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$11,850</b>	<b>\$0</b>	<b>\$21,000</b>
	<b>Total Village Administrator</b>	<b>\$470,572</b>	<b>\$493,317</b>	<b>\$497,282</b>	<b>\$517,389</b>

**Budget Notes for General Fund Program 410 - Village Administrator**

<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	
4310	General Office Supplies Copy paper, stationery, envelopes, first aid supplies, toner, legal pads, files & folders, pens for all Village operations	15,000 <u>15,000</u>	4436	Consultant Services-Branding Branding Study perStrategic Plan	20,000 <u>20,000</u>	
	Total	15,000		Total	20,000	
4335	Printing Costs Notices, printed forms, business cards for department heads	600 <u>600</u>	4481	Professional Memberships <u>Administrator</u> ICMA ILCMA Crain's Chgo.	1,400 400 70	
	Total	600		Alliance for Innovation NL Chamber of Commerce	2,000 275	
4362	Uniforms Village Hall non-clerical staff	1,000 <u>1,000</u>		<u>Deputy Clerk</u> Illinois Clerks W.C. Clerks	25 10	
	Total	1,000		Total	4,180	
4416	Consultant Service ICMA Performance Measures	6,000 <u>6,000</u>		4506	Monument Sign Plan Village Sign Plan	11,000 <u>11,000</u>
	Total	6,000		Total	11,000	
4421	Telephone Service Cell phone service for administrative staff net of their contributions	2,600 <u>2,600</u>		4572	Office Furniture Board Room Chairs	10,000 <u>10,000</u>
	Total	2,600		Total	10,000	
4426	Meeting & Expense Allowance Local ICMA, Will County Governmental League, Will County Administrators, etc.	1,000 <u>1,000</u>				
	Total	1,000				
4427	Education & Training <u>Administrator:</u> IML Conference ILCMA Summer Conf. ILCMA Winter Conf. ICMA Annual Conf. ILCMA Financial Forum	1,000 800 600 2,500 100 <u>5,000</u>				
	Total	5,000				

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VILLAGE OF NEW LENOX

**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 411 - Finance**



**Program Description:**

The Finance Department is responsible for the development of a comprehensive financial management system for the Village to include centralized accounting, financial reporting, pension fund administration and budgeting. The Department oversees the treasury, debt management, fixed asset reporting and customer billing services. Coordination of the annual audit by independent certified auditors is also handled within the Finance Department.

**Program Objectives:**

- Prepare the annual tax levy
- Work with the auditors to complete the CAFR and GFOA recognition.
- Prepare the annual comprehensive annual budget report and submit it for GFOA recognition
- Maintain records on Village's debt structure and facilitate the issuance of new debt instruments
- Work with the Police Pension Board regarding all financial aspects including actuary, audit, Department of Insurance annual filing requirements, pension distribution and pension withholding.
- Invest idle funds according to the Village's investment policy to maximize investment earnings while maintaining liquidity for capital projects and operations with minimal risk
- Provide controls for all Village financial matters including all cash management activities including depositing funds timely and paying all invoices accurately and within payment terms

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Finance Director/Treasurer	1	1
Chief Accountant	1	1
Total FTE	2	2

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	278,084	289,275	308,486	309,828
Commodities	1,657	1,555	1,255	1,255
Contractual	4,594	6,810	6,480	9,030
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$284,335</b>	<b>\$297,640</b>	<b>\$316,221</b>	<b>\$320,113</b>

**Budget Commentary:**

Personnel costs are partially funded with sewer and water operating funds which is reflected as Shared Administrative Costs in the General Fund revenue.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 411 - FINANCE	ACCT NO 10-411			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	209,284	217,913	225,840	223,360
4203	Pension Contribution-IMRF/FICA	42,730	44,534	44,842	45,960
4207	Medical & Life Insurance	26,070	26,828	37,804	40,508
	<b>Total Personal Services</b>	<b>\$278,084</b>	<b>\$289,275</b>	<b>\$308,486</b>	<b>\$309,828</b>
<b><u>COMMODITIES</u></b>					
4315	Forms, Books & Manuals	55	55	55	55
4335	Printing Costs	1,602	1,500	1,200	1,200
	<b>Total Commodities</b>	<b>\$1,657</b>	<b>\$1,555</b>	<b>\$1,255</b>	<b>\$1,255</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4403	Banking Service Fees	330	1,020	3,300	3,340
4426	Meeting & Expense Allowance	439	500	500	500
4427	Education & Training	3,185	4,650	2,000	4,450
4481	Professional Memberships	540	540	580	640
4483	Surety Bond & Official Liability	100	100	100	100
	<b>Total Contractual Services</b>	<b>\$4,594</b>	<b>\$6,810</b>	<b>\$6,480</b>	<b>\$9,030</b>
	<b>Total Finance</b>	<b>\$284,335</b>	<b>\$297,640</b>	<b>\$316,221</b>	<b>\$320,113</b>

**Budget Notes for General Fund Program 411 - Finance**

Object Code	Description	Amount	Object Code	Description	Amount
4315	Forms, Books & Manuals		4403	Bank Service Fees	
	GFOA Treas. Newsletter	55		<u>Visual Gov</u>	
	Total	55		Trans. Fee net	
4335	Printing Costs			of conv. Fee	1,000
	Budget covers and tabs & application for program	1,200		<u>Vanco Service</u>	
	Total	1,200		Monthly fee	300
4426	Meeting & Expense Allowance			Trans. Fee	2,040
	IGFOA meetings, mileage reimbursement for meetings	500		Total	3,340
	Total	500	4481	Professional Memberships	
4427	Education & Training			GFOA	250
	<u>Finance Director</u>			Legacy	40
	GFOA annual conference	2,000		IGFOA -F.D.	250
	IGFOA annual conference	750		IGFOA-Acct.	100
	Illinois Public Pension Inst.	250		Total	640
	IGFOA seminars	200	4483	Surety Bond & Officials Liability	
	ILCMA Financial Forum	100		Premium for	
	<u>Chief Accountant</u>			public official's	
	IGFOA annual conference	750		bond	100
	Payroll Seminars	200		Total	100
	IGFOA seminars	200			
	Total	4,450			

**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016**

**General Fund**

**Program 412 - Information Technology**

**Program Objective:**

To provide oversight to the Village's information systems, including personal computers, servers and the Village's Geographic Information System, to ensure the Village is served by the most appropriate technology available.

**Program Activities:**

- Oversee the maintenance and development of the Village's GIS system
- Recommend the purchase and implementation of new information systems as appropriate
- Act as the liaison between the Village and its consultant on information technology issues

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
GIS Technician	1	1
Total FTE	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	84,255	89,575	92,862	95,824
Commodities	-	100	-	100
Contractual	68,344	82,599	97,105	87,040
Capital Outlay	54,858	79,980	65,125	77,465
<b>TOTAL</b>	<b>\$207,457</b>	<b>\$252,254</b>	<b>\$255,092</b>	<b>\$260,429</b>

**Budget Commentary:**

With the addition of both a new public works building and new police station, the maintenance agreements on computer related equipment has grown substantially over the past two years.

Personnel costs are partially funded with sewer and water operating funds which is reflected as Shared Administrative Costs in the General Fund revenue.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 412- INFORMATION TECHNOLOGY	ACCT NO 10-412			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>PERSONAL SERVICES</u></b>				
4101	Salaries: Full-Time	68,544	73,104	75,672	77,929
4203	Pension Contribution-IMRF/FICA	14,297	14,940	15,433	16,035
4207	Medical & Life Insurance	1,414	1,531	1,757	1,860
	<b>Total Personal Services</b>	<b>\$84,255</b>	<b>\$89,575</b>	<b>\$92,862</b>	<b>\$95,824</b>
	<b><u>COMMODITIES</u></b>				
4313	Computer Supplies	0	100	0	100
	<b>Total Commodities</b>	<b>\$0</b>	<b>\$100</b>	<b>\$0</b>	<b>\$100</b>
	<b><u>CONTRACTUAL SERVICES</u></b>				
4416	Consultant Services	7,599	4,800	5,800	4,800
4422	Web Site Maintenance	3,000	3,000	3,000	0
4426	Meeting & Expense Allowance	0	100	100	100
4427	Education & Training	211	700	500	700
4447	Maintenance Contracts	19,564	39,274	34,500	45,230
4452	Repairs: Office Machines	37,970	34,500	53,000	36,000
4481	Professional Memberships	0	225	205	210
	<b>Total Contractual Services</b>	<b>\$68,344</b>	<b>\$82,599</b>	<b>\$97,105</b>	<b>\$87,040</b>
	<b><u>CAPITAL OUTLAY</u></b>				
4515	Mapping	109	1,100	825	750
4573	Office Equipment	51,349	75,080	60,500	72,915
4584	GIS Program Development	3,400	3,800	3,800	3,800
	<b>Total Capital Outlay</b>	<b>\$54,858</b>	<b>\$79,980</b>	<b>\$65,125</b>	<b>\$77,465</b>
	<b>Total Information Technology</b>	<b>\$207,457</b>	<b>\$252,254</b>	<b>\$255,092</b>	<b>\$260,429</b>

**Budget Notes for General Fund Program 412 - Information Technology**

<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	<u>Object Code</u>	<u>Description</u>	<u>Amount</u>
4416	Consultant Services		4447	Maintenance Contracts	
	E-Utility \$400/mo. (maintenance & hosting fee)	4,800		Laserfische	300
	Total	4,800		LAMA annual maint.	17,200
				Secure SSL Cert. fee	200
				<u>Current Technology</u>	
				<u>Agreements:</u>	
4427	Education & Training			SmartnetASA5505-VH	300
	Various GIS Seminars	700		SmartnetASA5512-PD	800
	Total	700		SmartnetASA5505-PD	200
				dispatch center	
4452	Repairs: Office Machines			Aerohive HiveManager-PD	1,000
	Other repairs	1,500		Catalyst 3750X-VH	1,200
	Annual computer hrs. (300@ \$115/hr.)	34,500		Catalyst 3750X-PDx2	2,200
	Total	36,000		Catalyst 3750X-48 port	1,200
				Catalyst 2960S-Qty 6	1,920
4481	Professional Memberships			Dell PowerEdge R515 Svr	700
	URISA - Urban & Regional Information System Assoc	150		Baracuda Backup Server 490	2,000
	IL GIS Association	60		Baracuda Backup Spam Firewall 300	1,150
	Total	210		Vmware vSphere Essentials (3-year next payment in FY 16/17)	200
4515	Mapping			Ecessa Tech Support (3-year next payment in FY 18/19)	0
	Engineering copier supplies	750		Vmware vSphere phone support	330
	Total	750		Aerohive HiveManager-VH	700
				Trend Micro Worry-Free Busi. Sec. Std.	1,650
4573	Office Equipment			Municipal CMS-website	3,000
	3 Tablets, 3 Printers & 1 desktop	10,000		SSL Certificate-Mail Server	230
	I-Water Software (2 seats)	10,400		Domain registration-newlenox.net	50
	Laptops, computers, tablets and printers (Village Hall & PW)	23,800		Asset Management Software	3,000
	Laptops, computers, tablets and printers (PD)	13,700		Milestone Xprotect Essential-PW	120
	Cisco WS 48-PF-1 48 Port Switch (Village Hall)	10,740		Ecessa PowerLink service agmt-(3 yr)	2,200
	WS-C2960 Port Switch	4,275		Ecessa Internet Load Balancer	180
	Total	72,915		ID Networks-PD	2,900
				Milestone Xprotect Essential-PD	300
4584	GIS Program Develop.			Total	45,230
	Arc Info Maint	3,800			
	Total	3,800			

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VILLAGE OF NEW LENOX

Annual Budget for the Fiscal Year Beginning May 1, 2016  
 General Fund  
 Program 413 - Central Services



**Program Objective:**

Central Services is used to account for those expenditures that are not program specific but which may encompass all Village services, such as liability insurance, or expenditures that do not pertain to any one program such as property tax rebates.

**Program Activities:**

To run a successful property tax rebate program for 2015 including mailing, processing and distributing rebate checks by the promised distribution date.

Pay property, liability and workman's compensation insurance premiums timely.

Transfer funds to cover all of the debt obligations and capital purchases

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	198,429	240,000	239,180	170,000
Commodities	47,948	55,650	44,380	48,300
Contractual	1,360,451	1,479,752	1,428,852	1,518,020
Capital Outlay	147,955	27,620	27,269	27,620
Transfers	7,220,292	4,098,722	4,098,722	4,895,238
<b>TOTAL</b>	<b>\$8,975,075</b>	<b>\$5,901,744</b>	<b>\$5,838,403</b>	<b>\$6,659,178</b>

**Budget Commentary:**

During FY 2014-15 the Board took advantage of an opportunity to purchase property for future development. This land was purchased out of the Capital Improvements Fund (Fund 56). The General Fund used their fund balance surplus to transfer funds to cover the land purchases. Additionally, developers are expected to purchase the property prior to 4/30/17. The proceeds from this sale is shown as revenue in the General Fund. In the end, the Village is expected to recover at least 95% of the purchase price from these developers. The 5% balance is expected to be recovered in future sales tax earned from the developments future sales.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 413 - CENTRAL SERVICES	ACCT NO 10-413			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4204	Workman's Compensation	198,429	240,000	239,180	170,000
	<b>Total Personal Services</b>	<b>\$198,429</b>	<b>\$240,000</b>	<b>\$239,180</b>	<b>\$170,000</b>
<b><u>COMMODITIES</u></b>					
4311	Postage Expense	21,907	25,600	18,000	21,400
4315	Forms, Books & Manuals	593	800	780	800
4335	Printing Costs	25,376	27,250	24,000	25,600
4390	Awards & Service Pins	72	2,000	1,600	500
	<b>Total Commodities</b>	<b>\$47,948</b>	<b>\$55,650</b>	<b>\$44,380</b>	<b>\$48,300</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4401	Audit Services	35,494	43,000	42,688	47,000
4420	Telephone Access Line	42,512	42,120	46,700	43,620
4438	Property Tax Rebate	950,648	1,075,000	1,020,000	1,190,000
4447	Maintenance Contracts	13,494	13,632	15,169	16,800
4472	Document Shredding	915	1,000	0	600
4482	Self Insurance Pool	317,388	305,000	304,295	220,000
	<b>Total Contractual Services</b>	<b>\$1,360,451</b>	<b>\$1,479,752</b>	<b>\$1,428,852</b>	<b>\$1,518,020</b>
<b><u>CAPITAL OUTLAY</u></b>					
4547	Bad Debt Expense (IMET loss)	118,148	0	0	0
4573	Office Equipment	2,267	0	0	0
4574	Office Equipment/Lease Purchase	27,540	27,620	27,269	27,620
	<b>Total Capital Outlay</b>	<b>\$147,955</b>	<b>\$27,620</b>	<b>\$27,269</b>	<b>\$27,620</b>
<b><u>TRANSFERS</u></b>					
4930	To 2007 G.O. - Roadway Improv.	262,400	266,400	266,400	270,000
4932	To 2004 G.O.-Village Hall	345,162	642,763	642,763	651,013
4933	To 2010 G.O. Refunding-V. Hall	63,908	63,908	63,908	63,908
4936	To 2012A G.O.-PD & PW Bldgs.	472,294	470,032	470,032	464,572
4937	To 2013A G.O.-PD & PW Bldgs.	703,400	706,000	706,000	708,400
4938	To 2014A G.O.-PD	74,595	359,650	359,650	355,650
4940	To Motor Fuel Tax	1,200,000	1,200,000	1,200,000	1,270,000
4942	To Roadway Capital Improvement	616,712	0	0	0
4952	To Equipment Replacement	274,378	389,969	389,969	671,695
4956	To Capital Improvements	2,987,443	0	0	0
4970	To Sewer Capital Improvements	220,000	0	0	0
4984	To Water Capital Improvements	0	0	0	440,000
	<b>Total Transfers</b>	<b>\$7,220,292</b>	<b>\$4,098,722</b>	<b>\$4,098,722</b>	<b>\$4,895,238</b>
	<b>Total Central Services</b>	<b>\$8,975,075</b>	<b>\$5,901,744</b>	<b>\$5,838,403</b>	<b>\$6,659,178</b>

**Budget Notes for General Fund Program 413 - Central Services**

<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	<u>Object Code</u>	<u>Description</u>	<u>Amount</u>
4311	Postage Expense		4447	Maintenance Contracts	
	Postage meter	15,000		Avaya System	6,000
	Property tax refund applic.	2,800		Voicemail	5,700
	Miscellaneous postage	3,600		Phone	3,168
	Total	21,400		Pitney Bowes meter & scale	1,932
4315	Forms, Books & Manuals			Total	16,800
	Publications & newspapers	800			
	Total	800	4482	Self Insurance Pool	
4335	Printing Costs			Property, Liability and Risk	215,000
	Rebate Forms	4,800		Management through SWARM	
	Newsletters to residents	12,200		Crime Policy	3,200
	Christmas in Commons flyer	2,000		Underground Storage	1,800
	Commons summer calendar	1,800		Total	220,000
	Community book	1,800			
	W-2's	500	4573	Office Equipment/Lease Purch.	
	Letterhead & business cards	2,500		(2) color & (1) black/white copiers	22,440
	Total	25,600		Overages	500
4390	Awards & Service Pins			(2) Xerox copiers-PW	4,680
	Various recognition plaques	500		Total	27,620
	Total	500			
4401	Audit Services				
	General	40,000			
	GASB assistance	2,000			
	Single Audit	5,000			
	Total	47,000			
4420	Telephone Access Line				
	Internet connection (\$260/mo)	3,120			
	Village Hall T1 Line	11,100			
	Village Hall telephone svc.	24,000			
	Police Dept. telephone svc.	5,400			
	Total	43,620			
4438	Property Tax Rebate				
	Estimated cost to rebate 75% of the Village portion of the 2015 Property Taxes	1,190,000			
	Total	1,190,000			

**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 415-Human Resources**

**Program Objective:**

This program is responsible for overseeing the areas of employee relations, recruitment, policy development, compensation, benefits, risk management, training and performance management.

**Program Activities:**

Provide a strategic look at the current and future demands of the Village from a talent perspective and the actions necessary to meet those needs.

Functions as a facilitator to the operation of the Village by providing effective Human Resources services with a focus on attraction, development and promotion of the success of employees.

**Program Personnel Authorization:**

<b>Position</b>	<b>2015-16 Actual</b>	<b>2016-17 Budget</b>
Human Resources Director	1	1
Senior Administrative Assistant	0.75	1
<b>Total FTE</b>	<b>1.75</b>	<b>2</b>

**Summary of Expenditures by Type:**

<b>Description</b>	<b>2014-15 Actual</b>	<b>2015-16 Budget</b>	<b>2015-16 Estimate</b>	<b>2016-17 Budget</b>
Personnel	297,776	311,263	303,105	337,100
Commodities	3,908	7,900	5,596	8,050
Contractual	42,496	48,171	10,639	43,510
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$344,180</b>	<b>\$367,334</b>	<b>\$319,340</b>	<b>\$388,660</b>

**Budget Commentary:**

Senior Administrative Assistant was moved fully to this program in 2016-17

Personnel costs are partially funded with sewer and water operating funds which is reflected as Shared Administrative Costs in the General Fund revenue.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 415-HUMAN RESOURCES	ACCT NO 10-415			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	176,335	186,151	189,580	209,607
4105	Overtime Pay	0	500	0	500
4203	Pension Contribution-IMRF/FICA	34,453	38,044	35,730	43,130
4205	Employee Assistance Program	3,263	2,600	2,671	2,748
4206	Unemployment Contribution	47,183	58,000	48,700	50,000
4207	Medical & Life Insurance	22,672	22,848	21,986	23,615
4210	Wellness Program	13,870	3,120	4,438	7,500
	<b>Total Personal Services</b>	<b>\$297,776</b>	<b>\$311,263</b>	<b>\$303,105</b>	<b>\$337,100</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	465	1,200	415	1,200
4315	Forms, Books & Manuals	0	800	400	800
4390	Awards & Service Pins	417	1,900	1,900	2,550
4391	Commemorations	1,208	1,000	1,000	1,000
4392	Reception	1,818	3,000	1,881	2,500
	<b>Total Commodities</b>	<b>\$3,908</b>	<b>\$7,900</b>	<b>\$5,596</b>	<b>\$8,050</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4405	Physical Exams	1,829	1,416	2,178	5,600
4416	Consultant Services	23,968	4,000	0	3,000
4426	Meeting & Expense Allowance	279	400	150	400
4427	Education & Training	15,452	40,270	6,000	32,425
4430	Legal Publications	138	1,200	1,381	1,200
4481	Professional Memberships	830	885	930	885
	<b>Total Contractual Services</b>	<b>\$42,496</b>	<b>\$48,171</b>	<b>\$10,639</b>	<b>\$43,510</b>
	<b>Total Human Resources</b>	<b>\$344,180</b>	<b>\$367,334</b>	<b>\$319,340</b>	<b>\$388,660</b>

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**Budget Notes for General Fund Program 415 - Human Resources**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4210	Wellness Program		4426	Meeting & Expense Allowance	
	Remainder of the 2015 IPBC			Refreshments &	
	Rebate	7,500		lunch for	400
	Total	7,500		various mtgs	
				Total	400
4390	Awards & Service Pins		4430	Legal Publications	
	Service Awards	1,900		New	
	Frames	250		employment	1,200
	Luncheon April 2016-19			law posters	
	employees	400		Total	1,200
	Total	2,550			
4391	Commemorations		4481	Professional Memberships	
	Flowers and memorials	1,000		Society for	
	Total	1,000		Human Resource	190
				Mgmt	
4392	Reception			Public Salary	390
	Employee annual event of			Sam's Club	45
	recognition	2,500		Costco	55
	Total	2,500		NPELRA	205
				Total	885
4405	Physical Exams				
	Annual respiratory exams	1,500			
	Public Works innoculations	1,740			
	5 new hires (\$472 each)	2,360			
	Total	5,600			
4416	Consultant Services				
	Perform. Mgmt training	3,000			
	Total	3,000			
4427	Education & Training				
	<u>Human Resource Director</u>				
	IPELRA Annual conference	850			
	IPELRA Law Seminar	195			
	Society for HR Mgmt (SHRM)				
	conf.-May 2016	1,500			
	Society for HR Mgmt conf.-				
	2017 early bird registration	1,280			
	Society for HR Mgmt conf.-				
	2017 Hotel Advancement	200			
	<u>Village Employees</u>				
	Computer training	10,000			
	LEAD (2 employees)	8,900			
	Tuition Reimb.	5,000			
	Customer Service Training	4,500			
	Total	32,425			

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 420 - Community Development**

**Program Objective:**

To provide management and oversight for the Village's Building, Planning, Engineering, Economic Development, and Geographic Information Systems programs.

To apply sound planning principles and construction standards to ensure development makes a positive contribution to the Village's built environment and tax base.

**Program Activities:**

Provide day-to-day administration for the building, engineering, planning, economic development and GIS functions of the Village

Provide Staff support to the Plan Commission, Zoning Board of Appeals, and Village Board

Coordinate all development proposals through the applicable review processes

Represent the Village regarding community development matters of County, regional, state, and national importance

Assist in preparation of the Village's Capital Improvement Plan

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Community Dev. Director/Asst. Village Administrator	1	1
Administrative Assistant	1	1
Total FTE	2	2

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2006 Ford Focus - Unit 112	1	1
2007 Ford Focus - Unit E-3	0	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	251,815	270,460	271,352	283,519
Commodities	809	2,110	715	2,625
Contractual	6,257	8,735	8,715	10,360
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$258,881</b>	<b>\$281,305</b>	<b>\$280,782</b>	<b>\$296,504</b>

**Budget Commentary:**

Personnel costs are partially funded with sewer and water operating funds which is reflected as Shared Administrative Costs in the General Fund revenue.

## EXPENDITURE DETAIL

GENERAL FUND	PROGRAM 420 - COMMUNITY DEVELOPMENT	ACCT NO 10-420			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	177,350	191,371	193,555	200,446
4105	Overtime Pay	18	200	0	200
4203	Pension Contribution-IMRF/FICA	36,256	39,150	38,554	41,286
4207	Medical & Life Insurance	38,191	39,739	39,243	41,587
	<b>Total Personal Services</b>	<b>\$251,815</b>	<b>\$270,460</b>	<b>\$271,352</b>	<b>\$283,519</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	211	500	0	250
4311	Postage Expense	0	250	0	250
4315	Forms, Books & Manuals	97	100	100	100
4330	Vehicle Fuel & Oil	301	400	250	500
4335	Printing Costs	65	360	265	425
4354	Vehicle Supplies & Equipment	135	500	100	500
4362	Uniforms	0	0	0	600
	<b>Total Commodities</b>	<b>\$809</b>	<b>\$2,110</b>	<b>\$715</b>	<b>\$2,625</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4420	Telephone Service	581	600	500	600
4426	Meeting & Expense Allowance	164	620	525	1,090
4427	Education & Training	3,435	4,750	4,775	5,300
4445	Repairs: Vehicles & Equipment	0	250	100	250
4454	Equipment Services	226	500	300	500
4481	Professional Memberships	1,851	2,015	2,515	2,620
	<b>Total Contractual Services</b>	<b>\$6,257</b>	<b>\$8,735</b>	<b>\$8,715</b>	<b>\$10,360</b>
	<b>Total Community Development</b>	<b>\$258,881</b>	<b>\$281,305</b>	<b>\$280,782</b>	<b>\$296,504</b>

**Budget Notes for General Fund Program 420 - Community Development**

<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	<u>Object Code</u>	<u>Description</u>	<u>Amount</u>
4335	Printing Costs		4481	Professional Memberships	
	Business cards	425		APA	475
				AICP	190
		Total		N.L. Rotary	500
4362	Uniforms			LWABWO	30
	Clerical staff @ Village Hall	600		ICSC	100
		Total		ICMA	1,100
				ILCMA	225
4426	Meeting & Expense Allowance			Total	2,620
	<u>Community Dev. Director</u>				
	Chamber of Commerce	150			
	Will County CED	100			
	LWABWO	200			
	I-Pass replenishment	240			
	ILCMA-Metro Managers	300			
	Miscellaneous	100			
		Total			1,090
4427	Education & Training				
	<u>Community Dev. Director</u>				
	Various Planning Seminars	500			
	IL Financial Forum	100			
	National APA Conference - New				
	York, NY-May 6-9, 2017	2,750			
	ILCMA Winter Conference-				
	Peoria, Feb. 8-10, 2017	700			
	ILCMA State Conference -				
	Fontana, WI June 22-24, 2016	1,000			
	<u>Administrative Assistant</u>				
	Educational Courses	250			
		Total			5,300

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016**  
**General Fund**  
**Program 421 - Building**

**Program Objective:**

To monitor all building activities to ensure construction complies with all State and Village building codes so that new development makes a positive contribution to the Village's built environment and tax base.

**Program Activities:**

Enforce all building and zoning codes

Issue building permits for all new construction, remodeling, and miscellaneous projects

Inspect all construction to ensure compliance with State and Village building codes

Recommend changes to the Village's codes and policies when needed

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Chief Building Inspector	1	1
Chief Plan Review/Inspector	1	1
Building Inspector	1	1
Senior Administrative Assistant	1	1
<b>Total FTE</b>	<b>4</b>	<b>4</b>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2006 Chevy Colorado Pick-Up - Unit B-1	0	0
2007 Ford F-150 Pick-Up - Unit B-6	1	0
2016 Ford Escape	1	1
2006 Ford Explorer - Unit B-3	1	1
2016 Ford Escape	0	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	449,501	466,470	478,011	490,874
Commodities	5,192	7,400	6,200	7,400
Contractual	35,486	62,425	47,105	56,650
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$490,179</b>	<b>\$536,295</b>	<b>\$531,316</b>	<b>\$554,924</b>

**Budget Commentary:**

**Medical & Life Insurance:** Prior to 2015-16, the medical & life insurance costs includes premiums for a retired employee.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 421- BUILDING				ACCT NO 10-421
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	305,314	321,413	332,913	338,382
4105	Overtime Pay	86	500	100	500
4203	Pension Contribution-IMRF/FICA	63,331	65,800	67,464	69,730
4207	Medical & Life Insurance	80,770	78,757	77,534	82,262
	<b>Total Personal Services</b>	<b>\$449,501</b>	<b>\$466,470</b>	<b>\$478,011</b>	<b>\$490,874</b>
<b><u>COMMODITIES</u></b>					
4315	Forms, Books & Manuals	602	500	300	500
4330	Vehicle Fuel & Oil	3,465	4,000	3,000	4,000
4335	Printing Costs	362	1,000	1,000	1,000
4354	Vehicle Supplies & Equipment	410	1,000	1,000	1,000
4360	Minor Equipment/Hand Tools	15	200	200	200
4362	Safety Gear & Uniforms	338	700	700	700
	<b>Total Commodities</b>	<b>\$5,192</b>	<b>\$7,400</b>	<b>\$6,200</b>	<b>\$7,400</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4419	Elevator Inspections	5,817	6,000	6,000	6,200
4420	Telephone Service	1,143	1,500	1,200	1,500
4426	Meeting & Expense Allowance	521	1,000	800	1,000
4427	Education & Training	3,213	4,750	3,600	4,750
4443	Other Services	1,500	15,000	800	5,000
4445	Repairs: Vehicles & Equipment	0	500	1,500	500
4447	Maintenance Contracts	0	850	850	850
4454	Equipment Services	372	1,500	1,000	1,500
4481	Professional Memberships	275	325	355	350
4485	Plumbing Inspection Fees	22,645	31,000	31,000	35,000
	<b>Total Contractual Services</b>	<b>\$35,486</b>	<b>\$62,425</b>	<b>\$47,105</b>	<b>\$56,650</b>
	<b>Total Building</b>	<b>\$490,179</b>	<b>\$536,295</b>	<b>\$531,316</b>	<b>\$554,924</b>

**Budget Notes for General Fund Program 421 - Building**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4315	Forms, Books & Manuals		4427	Education & Training	
	New code books and inspection manuals	500		<i>Chief Bldg Inspector</i>	
				1-Day Seminars	800
	<b>Total</b>	<b>500</b>		ICC Annual Conf. - Kansas City, MO- Oct. 16-18, 2016	2,100
4335	Printing Costs			<i>Chief Plan</i>	
	Building permits, sign permits, inspection forms	1,000		<i>Reviewer/Inspector</i>	
				ICC Certification	300
	<b>Total</b>	<b>1,000</b>		1- Day Seminars	500
4360	Minor Equipment/Hand Tools			<i>Building Inspector</i>	
	Electric testers, testing equipment, flashlights, lead tester, gas detector	200		ICC Certification	300
				1- Day Seminars	500
	<b>Total</b>	<b>200</b>		<i>Senior Admin. Asst.</i>	
4362	Safety Gear & Uniforms			Educational Courses	250
	Uniforms-bldg staff	700		<b>Total</b>	<b>4,750</b>
			4443	Other Services	
	<b>Total</b>	<b>700</b>		Bldg. Inspections	5,000
4419	Elevator Inspections			<b>Total</b>	<b>5,000</b>
	Elevator bi-annual inspections (62 elevators)	6,200	4447	Maintenance Contracts	
				AT & T antenna inspect.	850
	<b>Total</b>	<b>6,200</b>		<b>Total</b>	<b>850</b>
4426	Meeting & Expense Allowance		4481	Professional Memberships	
	Builders Luncheon	700		<i>Bldg &amp; Zoning Admin.</i>	
	Other meetings	300		ICC	150
				IPOC	50
	<b>Total</b>	<b>1,000</b>		SSEIA	50
				SBOC	75
				IACE	25
				<b>Total</b>	<b>350</b>

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 423 - Planning**

**Program Objective:**

To apply sound planning principles to ensure development makes a positive contribution to the Village's built environment and tax base.

**Program Activities:**

- Provide Staff support to the Plan Commission and Zoning Board of Appeals
- Coordinate all development proposals through the applicable review processes
- Prepare updates to the Village's Comprehensive Plan and undertake other planning projects as needed
- Recommend changes to the Village's Zoning Ordinance and Subdivision Code when appropriate

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Senior Planner	1	1
Planner	1	1
Total FTE	2	2

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	186,702	191,853	185,231	203,813
Commodities	-	150	100	150
Contractual	4,110	6,435	4,835	7,370
Capital Outlay	-	-	-	50,000
<b>TOTAL</b>	<b>\$190,812</b>	<b>\$198,438</b>	<b>\$190,166</b>	<b>\$261,333</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 423- PLANNING			ACCT NO 10-423	
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	134,979	142,036	137,525	151,411
4203	Pension Contribution-IMRF/FICA	28,083	29,028	27,990	31,155
4207	Medical & Life Insurance	23,640	20,789	19,716	21,247
	<b>Total Personal Services</b>	<b>\$186,702</b>	<b>\$191,853</b>	<b>\$185,231</b>	<b>\$203,813</b>
<b><u>COMMODITIES</u></b>					
4315	Forms, Books & Manuals	0	150	100	150
	<b>Total Commodities</b>	<b>\$0</b>	<b>\$150</b>	<b>\$100</b>	<b>\$150</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4426	Meeting & Expense Allowance	127	200	200	200
4427	Education & Training	740	2,500	1,800	4,750
4481	Professional Memberships	758	835	810	1,470
4498	Public Hearing Signs	2,485	2,900	2,025	950
	<b>Total Contractual Services</b>	<b>\$4,110</b>	<b>\$6,435</b>	<b>\$4,835</b>	<b>\$7,370</b>
<b><u>CAPITAL OUTLAY</u></b>					
4538	Comprehensive Plan Update	0	0	0	50,000
	<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>
	<b>Total Planning</b>	<b>\$190,812</b>	<b>\$198,438</b>	<b>\$190,166</b>	<b>\$261,333</b>

**Budget Notes for General Fund Program 423 - Planning**

Object Code	Description	Amount	Object Code	Description	Amount
4315	Forms, Books & Manuals		4481	Professional Memberships	
	Books on current planning topics	150		<i>Senior Planner</i>	
	Total	150		APA - American	
				Planning Assoc.	375
4427	Education & Training			AICP - Amer	
	<i>Senior Planner</i>			Institute of	160
	National APA Conference-New			Certified Planners	
	York, NY- May 6-9, 2017	2,750		<i>Planner</i>	
	Various Planning Seminars	500		APA - American	
	APA-IL Chicago, IL Sept. 28-30,			Planning Assoc.	300
	2016	500		AICP Exam	500
	<i>Planner</i>			AICP Dues	135
	APA-IL Chicago, IL Sept. 28-30,			Total	1,470
	2016	500			
	Various Planning Seminars	500	4538	Comprehensive Plan Update	
	Total	4,750		1/2 of cost-Yr. 1	50,000
				Total	50,000

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 430 - Engineering**

**Program Objective:**

To oversee the design and implement construction of public works and public utility projects to enhance and update the infrastructure of the Village.

**Program Activities:**

- Review plans for new development for consistency with the Village's ordinances and master utility plans
- Inspect development projects during construction to ensure compliance with approved plans
- Manage contracts for the design and construction of sidewalks, streets, storm sewers, water distribution systems, traffic control systems, sanitary sewer lines, and wastewater treatment plant enhancements, as well as related public works/utilities projects
- Develop standard details for public improvements
- Serve as the Village's representative on State and County projects within the Village's planning area
- Assist in preparation of the Village's Capital Improvement Plan

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Civil Engineer	1	1
Public Improvement Inspector	2	2
Engineering Technician	1	0
Senior Administrative Assistant	1	1
Total FTE	5	4

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2014 Ford Escape-E-5	1	1
2013 Ford F150-E-7	1	1
2008 Ford Explorer-E-6	1	0
2007 Ford Focus - E-3	1	0
2013 Ford Escape	0	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	577,071	601,023	497,235	500,864
Commodities	5,035	8,600	5,200	6,300
Contractual	14,505	24,180	62,400	58,280
Capital Outlay	1,000	1,600	1,100	1,900
<b>TOTAL</b>	<b>\$597,611</b>	<b>\$635,403</b>	<b>\$565,935</b>	<b>\$567,344</b>

**Budget Commentary:**

Personnel costs are partially funded with sewer and water operating funds which is reflected as Shared Administrative Costs in the General Fund revenue.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 430 - ENGINEERING	ACCT NO 10-430			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	407,380	423,565	361,143	365,409
4105	Overtime Pay	8,243	13,500	2,000	2,000
4203	Pension Contribution-IMRF/FICA	86,414	89,351	78,426	75,602
4207	Medical & Life Insurance	75,034	74,607	55,666	57,853
	<b>Total Personal Services</b>	<b>\$577,071</b>	<b>\$601,023</b>	<b>\$497,235</b>	<b>\$500,864</b>
<b><u>COMMODITIES</u></b>					
4315	Forms, Books & Manuals	0	100	100	100
4330	Vehicle Fuel & Oil	3,169	5,000	2,500	3,750
4335	Printing Costs	0	150	0	0
4354	Vehicle Supplies & Equipment	455	1,000	650	1,000
4362	Safety Gear & Uniforms	1,411	2,350	1,950	1,450
	<b>Total Commodities</b>	<b>\$5,035</b>	<b>\$8,600</b>	<b>\$5,200</b>	<b>\$6,300</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4402	Engineering Services	10,777	10,000	57,000	45,000
4420	Telephone Service	1,800	2,400	1,800	1,800
4426	Meeting & Expense Allowance	0	400	300	300
4427	Education & Training	1,324	7,000	1,000	7,700
4430	Legal Publications	0	200	200	200
4445	Repairs: Vehicles & Equipment	0	1,000	500	750
4454	Equipment Services	344	2,500	1,000	1,875
4481	Professional Memberships	260	680	600	655
	<b>Total Contractual Services</b>	<b>\$14,505</b>	<b>\$24,180</b>	<b>\$62,400</b>	<b>\$58,280</b>
<b><u>CAPITAL OUTLAY</u></b>					
4558	NPDES Outreach	1,000	1,000	500	1,000
4573	Office Equipment	0	600	600	900
	<b>Total Capital Outlay</b>	<b>\$1,000</b>	<b>\$1,600</b>	<b>\$1,100</b>	<b>\$1,900</b>
	<b>Total Engineering</b>	<b>\$597,611</b>	<b>\$635,403</b>	<b>\$565,935</b>	<b>\$567,344</b>

**Budget Notes for General Fund Program 430-Engineering**

<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	<u>Object Code</u>	<u>Description</u>	<u>Amount</u>
4362	Safety Gear & Uniforms				
	Work clothes for inspectors	1,050	4481	Professional Memberships	
	Shirts	300		<i>Civil Engineer</i>	
	Misc. tools	100		ASFM-Association of	100
	Total	1,450		State Floodplain	
4402	Engineering Services			APWA-American	
	MFT	20,000		Public Works	175
	Development	15,000		Association	
	Cedar Road comp. storage	10,000		Professional	
	prescribed burn	10,000		Engineering License	110
	Total	45,000		Renewal	
				ASCE Membership	170
4427	Education & Training			<i>Public Improvements</i>	
	<i>Civil Engineer</i>			<i>Inspectors</i>	
	IAFSM Illinois Conf.-TBD	500		Illinois Association of	
	APWA Annual Conf.-			Floodplain &	100
	Minneapolis, MN Aug. 28-31,	2,200		Stormwater Managers	
	2016			Total	655
	APWA Chicago Metro	250			
	Professional Development	1,500	4573	Office Equipment	
	<i>Public Improvements Inspectors</i>			Auto Cad license	900
	Professional Development	3,000		Total	900
	<i>Senior Administrative Assistant</i>				
	Educational Courses	250			
	Total	7,700			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 440 - Economic Development**

**Program Objective:**

Provide a positive business climate to attract new businesses and retain existing businesses with the result of diversifying the tax base of New Lenox.

Promote existing businesses within the Village

Assist in making the development process seamless and effective for proposed projects.

Market and promote the Village and its assets to the real estate and development community to maximize the potential for desirable businesses to make an investment.

Act as liaison between the business community and other agencies to assure that the Village serves as an advocate for them.

**Program Activities:**

Actively participate in Chamber of Commerce events/programs (Board Meetings, Ribbon Cuttings, Business Expo., luncheons, dinner, etc.)

Promote existing businesses via the Notice New Lenox and Shop New Lenox programs and develop additional programs

Represent New Lenox with the Will County CED to reinforce the Village's presence in the development market

Attend trade shows to promote New Lenox and prepare marketing material for same

Participate in/organize other Community Events and Special Projects as appropriate.

Serve the Village as a representative on various professional organizations, such as Illinois Development Council and International Council of Shopping Centers.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Economic Development Coordinator	1	1
Total FTE	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	83,243	97,793	64,858	113,497
Commodities	995	2,860	2,800	2,875
Contractual	83,035	343,925	348,065	224,415
Capital Outlay	3,161	-	-	-
<b>TOTAL</b>	<b>\$170,434</b>	<b>\$444,578</b>	<b>\$415,723</b>	<b>\$340,787</b>

**Budget Commentary:**

Economic Development Coordinator position was vacant from January 2015 until July 2015.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 440 - ECONOMIC DEVELOPMENT	ACCT NO 10-440			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	46,522	65,000	52,863	77,114
4105	Overtime	43	0	0	0
4203	Pension Contribution-IMRF/FICA	9,703	13,284	10,745	15,867
4207	Medical & Life Insurance	19,226	19,509	1,250	20,516
4209	Travel Allowance per Contract	7,749	0	0	0
	<b>Total Personal Services</b>	<b>\$83,243</b>	<b>\$97,793</b>	<b>\$64,858</b>	<b>\$113,497</b>
<b><u>COMMODITIES</u></b>					
4335	Printing Costs	995	2,860	2,800	2,875
	<b>Total Commodities</b>	<b>\$995</b>	<b>\$2,860</b>	<b>\$2,800</b>	<b>\$2,875</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4421	Telephone Service	571	800	325	600
4426	Meeting & Expense Allowance	125	700	600	850
4427	Education & Training	75	500	600	2,980
4428	Marketing	75,266	336,550	340,425	214,820
4447	Maintenance Contracts	6,548	4,100	4,488	3,250
4481	Professional Memberships	450	1,275	1,627	1,915
	<b>Total Contractual Services</b>	<b>\$83,035</b>	<b>\$343,925</b>	<b>\$348,065</b>	<b>\$224,415</b>
<b><u>CAPITAL OUTLAY</u></b>					
4576	Other Equipment	3,161	0	0	0
	<b>Total Capital Outlay</b>	<b>\$3,161</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Total Economic Development</b>	<b>\$170,434</b>	<b>\$444,578</b>	<b>\$415,723</b>	<b>\$340,787</b>

**Budget Notes for General Fund Program 440 - Economic Development**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4335	Printing costs		4428	Marketing	
	Ad in Community Profile	375		International	
	Economic Development	2,500		Consortium of	
	Community Brochures			Shopping Centers-	
	Total	2,875		Las Vegas, NV, May	
				2016	
4426	Meeting & Expense Allowance			Postage-shipping	500
	Chamber of Commerce mtgs.	150		booth display	
	Will County CED	100		Booth expenses	1,000
	LWABWO meetings	200		Expenses for 2	3,000
	IL Economic Dev. Assn.	300		International	
	Miscellaneous	100		Consortium of	
	Total	850		Shopping Centers-	
4427	Education & Training			TBD, May 2017	
	<i>Economic Development Coordinator</i>			Booth expenses	2,200
	Educational Courses	500		Registration	1,100
	IEDC Professional Develop.			International	
	Business Retention &			Consortium of	
	Expansion-Madison, WI Oct.	1,080		Shopping Centers-	
	13-14, 2016			Chicago, Oct. 2016	
	Marketing & Attraction-	1,400		Booth expenses	1,500
	Phoenix, AZ Nov. 3-4, 2016			Expenses	300
	Total	2,980		International	
4447	Maintenance Contracts			Consortium of	
	Web QA-On-Line Business	3,250		Shopping Centers-	
	Directory (15 months)			Chicago, Oct. 2017	
	Total	3,250		Booth expenses	1,200
4481	Professional Memberships			Registration	650
	<i>Economic Development Coordinator</i>			International	
	International Consortium of			Consortium of	
	Shopping Centers (ICSC)	100		Shopping Centers-	
	IL Econ. Dev. Assoc.	250		Chicago, Mar. 2017	
	Illinois Lincoln Highway			Registration	500
	Coalition	350		Expenses	100
	International Economic			Celebrate & Shop NL	1,200
	Development Council (IEDC)	400		Retail Live	300
	New Lenox Chamber of			Booth give aways	1,000
	Commerce	275		New Lenox Chamber	
	Chicago Southland EDC	500		of Commerce-Spring	270
	Legacy Project	40		Business Expo,	
	Total	1,915		March 2017	
				Radio Campaign	200,000
				Total	214,820

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 450 - Police Administration**

**Program Description:**

The mission of the New Lenox Police Department is to affirmatively promote a feeling of safety and security to the members of our community in a manner that complies with the legal and professional standards established for the law enforcement profession.

**Program Objectives:**

Lead and manage all activities of the police organization to achieve the highest degree efficiency and effectiveness in our operations.

Provide direction to the Patrol, Investigations, Community Services, and Records divisions ensuring they are mutually supportive of one another and ensure that their operations, planning, research, training, and general administration are in accordance with department objectives and long term strategic planning.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Police Chief	1.00	1.00
Deputy Chief-Patrol	0.50	0.50
Deputy Chief-Administration	0.50	0.50
Senior Administrative Assistant	0.40	0.40
<b>Total FTE</b>	<b>2.40</b>	<b>2.40</b>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
Administrative Squad-Chief	1	1
Administrative Squad-Deputy Chief	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	1,288,729	1,434,671	1,453,516	1,512,849
Commodities	13,705	12,300	13,538	12,900
Contractual	22,966	22,569	29,391	36,101
Capital Outlay	4,539	-	-	-
<b>TOTAL</b>	<b>\$1,329,939</b>	<b>\$1,469,540</b>	<b>\$1,496,445</b>	<b>\$1,561,850</b>

**Budget Commentary:**

The Police Pension employer contribution, which is the amount of the tax levy (revenue), is included in the Police Administration budget which is consistent with the financial statement presentation.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 450 - POLICE ADMINISTRATION	ACCT NO 10-450			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>PERSONAL SERVICES</u></b>				
4101	Salaries: Full-Time	330,141	334,000	355,235	344,295
4105	Overtime Pay	583	350	350	350
4203	Pension Contribution-IMRF/FICA	23,596	25,700	25,400	26,552
4203	Pension Payment (Police Pension)	898,871	1,038,730	1,036,551	1,104,582
4207	Medical & Life Insurance	35,538	35,891	35,980	37,070
	<b>Total Personal Services</b>	<u>\$1,288,729</u>	<u>\$1,434,671</u>	<u>\$1,453,516</u>	<u>\$1,512,849</u>
	<b><u>COMMODITIES</u></b>				
4310	General Office Supplies	2,386	2,000	2,000	2,000
4311	Postage & Meter Expense	627	900	500	600
4330	Vehicle Fuel & Oil	4,564	5,400	4,400	5,000
4354	Vehicle Supplies & Materials	1,704	2,000	1,500	2,000
4360	Minor Equipment & Tools	4,012	1,000	4,538	2,000
4362	Safety Gear & Uniforms	412	1,000	600	1,300
	<b>Total Commodities</b>	<u>\$13,705</u>	<u>\$12,300</u>	<u>\$13,538</u>	<u>\$12,900</u>
	<b><u>CONTRACTUAL SERVICES</u></b>				
4421	Telephone Service	3,800	3,600	1,000	1,000
4426	Meeting & Expense Allowance	893	500	500	500
4427	Education & Training	3,918	2,269	2,269	8,769
4435	Laundry	3,429	3,500	4,900	3,500
4443	Other Services	226	600	11,992	600
4445	Repair: Vehicle & Equipment	40	1,500	250	1,500
4447	Maintenance Contracts	614	620	0	6,132
4454	Equipment Services	226	3,000	1,500	3,000
4481	Professional Memberships	9820	6,980	6,980	11,100
	<b>Total Contractual Services</b>	<u>\$22,966</u>	<u>\$22,569</u>	<u>\$29,391</u>	<u>\$36,101</u>
	<b><u>CAPITAL OUTLAY</u></b>				
4569	Automobiles	4,539	0	0	0
	<b>Total Capital Outlay</b>	<u>\$4,539</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<b>Total Police Administration</b>	<u>\$1,329,939</u>	<u>\$1,469,540</u>	<u>\$1,496,445</u>	<u>\$1,561,850</u>

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 450 - POLICE ADMINISTRATION				ACCT NO 10-450
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b>Budget Notes for General Fund Program 450 - POLICE ADMINISTRATION</b>					
Object Code	Description	Amount	Object Code	Description	Amount
4204	Pension Contribution		4447	Maintenance Contracts	
	Police Pension tax levy distributed to			Nixle	4,245
	Fund 35-Police Pension Fund as a	1,104,582		Equip Svc	1,887
	Village contribution			Total	6,132
	Total	1,104,582			
4310	General Office Supplies		4443	Other Services	
	Paper, ink, and misc	1,600		Postage	600
	IACP.net Subscription	200		Total	600
	ILETSB Forum	200			
	Total	2,000	4481	Professional Memberships	
4330	Vehicle Fuel			<u>Task Force Dues</u>	
	Fuel for two vehicles	5,000		SSMCTF	1,000
	Total	5,000		LESO	600
4427	Education & Training			Will Co Child	2,500
	IACP Conference	1,000		Advocacy	
	IACP Conference-San Diego, CA-	3,000		ILEAS	300
	Officer Pawlisz			WC SOG	1,000
	Will Co. Chief's Meeting	144		WCMCTF	1,000
	Staff & Command School	3500		WCWD	4,120
	ILEAS Conference	225		<u>Police Chief</u>	
	So. Suburban Chief's Assoc	700		Will Co. Chiefs	35
	ILETSB Executive Inst.	200		So. Sub. Assn.	35
	Total	8,769		IL Chief Assn.	200
				Intl. Chiefs	150
				Assn.	
				Exec.	160
				Research	
				Total	11,100

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 452 - Police Records**

**Program Description:**

The Records Division of the Police Department is responsible for the preparation, process, and maintenance of all department records. Assist citizens with walk-in services, answer telephones, transmit messages and respond to request for information. Report all crime statistics to the Illinois State Police as prescribed by law.

**Program Objectives:**

- Prepare, enter and maintain all arrest records and dispositions. Route arrest records in a timely manner to the designated prosecutorial agency be it state or local. Ensure the timely appearance of officers in court by preparing court schedules, providing officers with court date notifications.
- Provide police reports as requested by outside agencies and citizens by complying with all current laws, ordinances, rules and regulations. Duplicate and compose departmental forms. Collect fees and send statements accordingly.
- Compile daily data information from incident and arrest reports, radio logs and CAD reports to provide monthly internal and external reports.
- Process and maintain records of all traffic crashes investigated in New Lenox. Transfer crash records to the Secretary of State's Office in a timely manner.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Deputy Chief-Administration	0.50	0.50
Administrative Assistant	1.00	1.00
Receptionist	1.00	1.00
Senior Administrative Assistant	0.60	0.60
<b>Total FTE</b>	<b>3.10</b>	<b>3.10</b>

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
<b>Personnel</b>	261,236	266,361	270,331	283,004
<b>Commodities</b>	22,676	20,400	21,100	21,400
<b>Contractual</b>	4,432	7,450	8,128	7,950
<b>Capital Outlay</b>	-	-	-	-
<b>TOTAL</b>	<b>\$288,344</b>	<b>\$294,211</b>	<b>\$299,559</b>	<b>\$312,354</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 452 - POLICE RECORDS	ACCT NO 10-452			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	187,424	190,513	192,926	202,608
4105	Overtime Pay	2,274	2,000	2,500	2,500
4203	Pension Contribution-IMRF/FICA	30,012	30,988	32,658	33,970
4207	Medical & Life Insurance	41,526	42,860	42,247	43,926
	<b>Total Personal Services</b>	<b>\$261,236</b>	<b>\$266,361</b>	<b>\$270,331</b>	<b>\$283,004</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	16,161	12,100	12,800	13,100
4311	Postage & Meter Expense	4,083	3,800	3,800	3,800
4333	Operating Supplies	0	2,500	2,500	2,500
4344	Miscellaneous Supplies	935	500	500	500
4362	Safety Gear & Uniforms	1,497	1,500	1,500	1,500
	<b>Total Commodities</b>	<b>\$22,676</b>	<b>\$20,400</b>	<b>\$21,100</b>	<b>\$21,400</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4421	Telephone Service	408	450	450	450
4427	Education & Training	740	1,000	1,678	1,500
4447	Maintenance Contracts	3,284	6,000	6,000	6,000
	<b>Total Contractual Services</b>	<b>\$4,432</b>	<b>\$7,450</b>	<b>\$8,128</b>	<b>\$7,950</b>
	<b>Total Police Records</b>	<b>\$288,344</b>	<b>\$294,211</b>	<b>\$299,559</b>	<b>\$312,354</b>

**Budget Notes for General Fund Program 452 - POLICE RECORDS**

Object Code	Description	Amount	Object Code	Description	Amount
4310	General Office Supplies		4447	Maintenance Contracts	
	Paper, ink, and misc.	11,000		Copier	6,000
	Illinois Compiled Statutes	700			
	Business cards	600		Total	6,000
	Brochures	400			
	Newspaper subscriptions	400			
	Total	13,100			
4311	Postage & Meter Expense				
	Postage	3,800			
	Total	3,800			
4333	Operating Supplies				
	Interrogation System License	2,500			
	Total	2,500			

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 453 - Police Patrol**

**Program Description:**

The Patrol Division of the New Lenox Police Department is dedicated to promoting a feeling of safety and security in the community. Our function is to deter criminal activity and respond to the needs of our citizens.

**Program Objectives:**

- Our current Patrol Division is staffed by twenty-one sworn patrol officers, four patrol sergeants and two community service officers. The Patrol Division falls under the command of the Deputy Chief of Operations. The officers in the Patrol Division currently work eight hour shifts.
- Routine Patrol: The Patrol Division has performed approximately 25,000 hours of patrol during the current fiscal year. During this time they provide high visibility to deter criminal activity and take action when criminal activity is observed. They also assist the citizens of New Lenox with various other requests ranging from house watches to attending community events.
- Calls for Service: In the past fiscal year our officers have responded to approximately 9,000 calls for service from our community. Calls for service include criminal, non-criminal and administrative activity.
- Self- Initiated Activity: In the past fiscal year our officers have conducted 27,000 incidences of self-initiated activity some of which resulted in misdemeanor and felony arrests.
- Traffic Enforcement: The officers are responsible for monitoring and enforcement of the Illinois vehicle code. It is also their responsibility to address problem areas within the Village of New Lenox to protect the safety of our community. Patrol supervisors can assign patrol officers to high traffic, accident areas, school zones or other traffic assignments when man power is available.
- Patrol Supervision: It is the function of the Patrol Sergeants to lead, manage, and mentor the officers and staff within the Patrol Division. They are responsible for the day to day operations of the Patrol Division. They are responsible for the training and discipline within their division and report directly to the Deputy Chief of Operations.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Deputy Chief-Patrol	0.50	0.50
Patrol Sergeant	4.00	4.00
Patrol Officer	21.00	21.00
Community Service Officer	1.60	1.60
Total FTE	27.10	27.10

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 453 - Police Patrol**

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
Administrative Squad-Deputy Chief	1	1
Marked Squad	13	13
Court/School/Pool	1	1
CSO Squad	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	3,156,410	3,214,264	3,254,204	3,382,297
Commodities	135,202	156,110	146,736	194,600
Contractual	128,587	157,245	139,895	161,245
Capital Outlay	-	10,000	10,000	14,125
<b>TOTAL</b>	<b>\$3,420,199</b>	<b>\$3,537,619</b>	<b>\$3,550,835</b>	<b>\$3,752,267</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 453 - POLICE PATROL	ACCT NO 10-453			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	2,331,589	2,385,592	2,402,294	2,480,115
4102	Salaries: Part-Time	16,707	18,500	15,000	19,188
4105	Overtime Pay	168,111	165,000	200,000	200,000
4203	Pension Contribution-IMRF/FICA	206,283	205,100	210,332	214,230
4207	Medical & Life Insurance	433,720	440,072	426,578	468,764
	<b>Total Personal Services</b>	<b>\$3,156,410</b>	<b>\$3,214,264</b>	<b>\$3,254,204</b>	<b>\$3,382,297</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	10,866	9,500	7,000	7,500
4330	Vehicle Fuel & Oil	70,320	80,000	57,000	65,000
4333	Operating Supplies	9,578	15,500	18,000	19,100
4336	Firearms Supplies	6,818	10,510	10,510	52,000
4344	Miscellaneous Supplies	2,845	2,500	3,226	2,500
4354	Vehicle Supplies & Materials	10,721	11,900	16,000	15,000
4362	Safety Gear & Uniforms	24,054	26,200	35,000	33,500
	<b>Total Commodities</b>	<b>\$135,202</b>	<b>\$156,110</b>	<b>\$146,736</b>	<b>\$194,600</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4406	Test & Psychological Exams	0	1,000	500	1,000
4417	Animal Control Service	11,060	15,000	10,000	15,000
4421	Telephone Service	1,503	1,500	1,650	1,500
4426	Meeting & Expense Allowance	84	500	200	500
4427	Education & Training	27,567	30,000	30,000	32,500
4435	Laundry	2,216	3,000	6,400	4,500
4443	Other Services	1,527	3,400	2,000	3,400
4445	Repairs: Vehicles & Equipment	33,323	37,500	30,000	37,500
4447	Maintenance Contracts	7,798	17,145	17,145	17,145
4454	Equipment Services	43,054	45,000	40,000	45,000
4457	Repairs: Fixed & Operating	415	2,200	1,000	2,200
4481	Professional Memberships	40	1,000	1,000	1,000
	<b>Total Contractual Services</b>	<b>\$128,587</b>	<b>\$157,245</b>	<b>\$139,895</b>	<b>\$161,245</b>
<b><u>CAPITAL OUTLAY</u></b>					
4576	Other Major Equipment	0	10,000	10,000	14,125
	<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$14,125</b>
	<b>Total Police Patrol</b>	<b>\$3,420,199</b>	<b>\$3,537,619</b>	<b>\$3,550,835</b>	<b>\$3,752,267</b>

**Budget Notes for General Fund Program 453 - POLICE PATROL**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4310	General Office Supplies		4445	Repairs: Vehicle & Equipment	
	Paper, ink, and misc.	1,500		Squad Repair	21,000
	Forms/reports	2,000		Veh. lettering	3,000
	Tickets/complaints	4,000		Car washes	3,500
	<b>Total</b>	<b>7,500</b>		Emergency lighting repair	5,000
4330	Vehicle Fuel			Vehicle switchover	5,000
	Fuel for 16 vehicles	65,000		<b>Total</b>	<b>37,500</b>
	<b>Total</b>	<b>65,000</b>			
4333	Operating Supplies		4447	Maintenance Contracts	
	First Aid	1,000		Security Sys. Maintenance	2,000
	AED Supplies (3 New)	8,000		Livescan	5,000
	Naloxone Kit Case	1,600		Crime Mapping & Analytics	4,000
	Breathalyzer/PBAT equipment	1,500		Mobile video system camera warranty	4,250
	Flashlights & batteries	750		Mobile video system server warranty	1,895
	Fire extinguishers	250		<b>Total</b>	<b>17,145</b>
	Batteries & lapel mics for portable radios	4,000			
	Cones & flares	2,000	4454	Equipment Service Village mechanics repair to squads	45,000
	<b>Total</b>	<b>19,100</b>		<b>Total</b>	<b>45,000</b>
4336	Firearms Supplies				
	Pistol Ammunition	5,000			
	Target Equipment	600			
	Carbine ammunition	3,000			
	Tasers	41,600			
	Misc. equipment	1,800			
	<b>Total</b>	<b>52,000</b>			
4354	Vehicle Supplies & Equipment				
	Parts & supplies for 16 vehicles	15,000			
	<b>Total</b>	<b>15,000</b>			
4362	Safety Gear & Uniforms		4481	Professional Memberships	
	Replacement uniforms	22,000		IL Tactical Off.	160
	Boots	4,000		Law Enforc.	90
	Hazardous material equipment	500		Trainers Assn.	
	Training equipment	2,000		Finan. Invest. Assoc.	75
	WCSOG equipment	5,000		Crime Invest. Assn.	40
	<b>Total</b>	<b>33,500</b>		Ill. Juvenile Off. Assn.	40
4427	Education & Training			Other	490
	NEMERT membership	4,000		So. Sub.	60
	Conferences/seminars	2,500		Juveniles Assn. Tech. Accident Invest. Assoc.	45
	Critical Incident Response Instructor	5,000		<b>Total</b>	<b>1,000</b>
	College tuition reimbursement	21,000			
	<b>Total</b>	<b>32,500</b>	4576	Other Major Equipment	
4443	Other Services			Squad Car	
	Crime scene/bio hazard clean up	1,500		Camera replacement	10,000
	DUI blood/urine testing	1,000		Equip. Svc.	4,125
	Prisoner care	400		<b>Total</b>	<b>14,125</b>
	Hepatitis testing, physicals, blood borne pathogens	500			
	<b>Total</b>	<b>3,400</b>			
4457	Repairs: Fixed & Operating				
	Fire extinguisher recharge	200			
	Radar repair & calibration	750			
	Bicycle maintenance	500			
	Portable radio repair	750			
	<b>Total</b>	<b>2,200</b>			

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 454 - Police Investigations**

**Program Description:**

The Investigations Division is responsible for conducting on scene as well as follow-up investigative tasks, i.e. identification, collection, reservation and processing of evidence; obtain statement from victims; prepare briefs for the prosecution's staff; attend probable cause hearings; file cases in court and make informal crime prevention presentations, as requested.

**Program Objectives:**

- Fair and impartial investigation of all crimes with respect for victims and for rights of the accused.
- Processing of all property and evidence entered into the system.
- Release of property to the rightful owner, or as authorized by the State Attorneys Office or court order, or disposal of items per Illinois State Statute.
- The receipt, cataloging and storage of all items collected by members of the Department.
- Controlling the temporary release of items going for processing/testing, to court or for investigative purposes.
- Meeting with attorneys for the purpose of viewing evidence prior to trial and making copies of video and audio tapes are requested.
- Case research and destruction of property, to include narcotics and weapons, which have cleared the Judicial process.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Investigations Sergeant	1.00	1.00
Tactical Unit (excludes 1 floater from other programs)	1.00	1.00
Property Custodian	0.50	0.50
Investigators (excludes 1 floater from other programs)	3.00	3.00
Total FTE	5.50	5.50

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
Investigation Squad	6	6

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	667,368	695,377	721,178	731,226
Commodities	31,334	33,610	29,312	34,975
Contractual	20,362	34,380	31,700	38,080
Capital Outlay	10,681	3,200	14,694	3,200
<b>TOTAL</b>	<b>\$729,745</b>	<b>\$766,567</b>	<b>\$796,884</b>	<b>\$807,481</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 454 - POLICE INVESTIGATIONS	ACCT NO 10-454			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	453,181	479,841	498,121	496,667
4102	Salaries: Part-Time	15,242	16,390	15,500	16,800
4105	Overtime Pay	76,334	55,000	72,000	70,000
4203	Pension Contribution-IMRF/FICA	34,344	47,620	38,600	46,784
4207	Medical & Life Insurance	88,267	96,526	96,957	100,975
	<b>Total Personal Services</b>	<b>\$667,368</b>	<b>\$695,377</b>	<b>\$721,178</b>	<b>\$731,226</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	2,359	3,675	3,675	3,675
4330	Vehicle Fuel & Oil	17,758	19,000	11,500	15,000
4333	Operating Supplies	4,572	3,435	6,337	5,400
4336	Firearms Supplies	1,350	1,350	1,350	4,150
4344	Miscellaneous Supplies	47	250	250	250
4354	Vehicle Supplies & Materials	1,710	2,500	2,000	2,500
4362	Safety Gear & Uniforms	3,538	3,400	4,200	4,000
	<b>Total Commodities</b>	<b>\$31,334</b>	<b>\$33,610</b>	<b>\$29,312</b>	<b>\$34,975</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4421	Telephone Services	3,123	2,200	3,600	3,800
4426	Meeting & Expense Allowance	0	1,000	1,000	1,000
4427	Education and Training	1,570	4,000	4,000	4,000
4435	Laundry	2,493	2,700	3,100	3,000
4443	Other Services	4,772	5,000	5,000	5,000
4445	Repair: Vehicle & Equipment	191	5,000	2,000	3,000
4447	Maintenance Contracts	3,099	6,500	6,500	11,300
4454	Equipment Services	5,079	7,000	6,000	6,000
4481	Professional Membership	35	980	500	980
	<b>Total Contractual Services</b>	<b>\$20,362</b>	<b>\$34,380</b>	<b>\$31,700</b>	<b>\$38,080</b>
<b><u>CAPITAL OUTLAY</u></b>					
4569	Automobiles	4,862	0	0	0
4576	Other Major Equipment	5,819	3,200	14,694	3,200
	<b>Total Capital Outlay</b>	<b>\$10,681</b>	<b>\$3,200</b>	<b>\$14,694</b>	<b>\$3,200</b>
	<b>Total Police Investigations</b>	<b>\$729,745</b>	<b>\$766,567</b>	<b>\$796,884</b>	<b>\$807,481</b>

**Budget Notes for General Fund Program 454 - POLICE INVESTIGATIONS**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4310	General Office Supplies		4443	Other Services	
	Paper, ink, and misc.	3,675		Prisoner Care	100
		<u>3,675</u>		Critical Reach	500
4330	Vehicle Fuel			Subscription	
	Fuel for 5 vehicles	15,000		Accurint	1,500
	<b>Total</b>	<u>15,000</u>		Subscription	400
				Postage	400
4333	Operating Supplies			Alcohol &	
	Digital camera accessories	805		Tobacco Check	2,100
	Fingerprint material	1,530		Titles for seized	
	Packaging material	750		vehicles	2,100
	Testing regents	350		<b>Total</b>	<u>5,000</u>
	Miscellaneous Supplies	1,965	4427	Education & Training	
	<b>Total</b>	<u>5,400</u>		Cellbrite	4,000
				Training	
				<b>Total</b>	<u>4,000</u>
4336	Firearms Supplies		4447	Maintenance Contracts	
	Pistol Ammunition	1,000		Cellbrite	
	Target Equipment	150		License	3,000
	Tasers (3)	3,000		Renewal	
	<b>Total</b>	<u>4,150</u>		LEADS Online	1,000
				NVLS License	3,000
4362	Safety Gear & Uniforms			Interrogation	
	Replacement uniforms	3,600		Video Sys.	1,500
	Boots	400		Maintenance	
	<b>Total</b>	<u>4,000</u>		Beast	2,000
				Maintenance	
4481	Professional Memberships			Blackline (GPS	800
	Professional memberships	580		Tracker)	
	NEMERT membership	400		<b>Total</b>	<u>11,300</u>
	<b>Total</b>	<u>980</u>	4576	Other Major Equipment	
				Audio	
				Surveillance	
				Equipment	3,200
				<b>Total</b>	<u>3,200</u>

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 456 - Police Community Services**

**Program Description:**

The Community Policing Services of the New Lenox Police Department’s main goal is to provide programs and services to better assist and educate our citizens. Our mission is to enhance the quality of life in the Village by working cooperatively with the public to prevent crime, enforce the laws, preserve the peace and provide a safe environment.

**Program Objectives:**

- Manage all community programs
- Continue offering Citizen’s Police Academy, with Will County Sheriff and Frankfort Police Department.
- Elderly Education through TRIAD monthly meetings and safety expo’s
- Child Id’s at community events
- Offer Child Seat installation

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Community Service Officer	1.20	1.20
Total FTE	1.20	1.20

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
Marked Squad	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	138,060	138,392	148,258	145,747
Commodities	9,542	16,490	16,769	18,190
Contractual	1,594	7,170	4,350	6,270
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$149,196</b>	<b>\$162,052</b>	<b>\$169,377</b>	<b>\$170,207</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 456 - POLICE COMMUNITY SERVICES	ACCT NO 10-456			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	112,180	113,286	118,631	116,067
4105	Overtime Pay	7,097	6,000	10,000	8,000
4203	Pension Contribution-FICA	7,526	7,700	7,870	9,491
4207	Medical & Life Insurance	11,257	11,406	11,757	12,189
	<b>Total Personal Services</b>	<b>\$138,060</b>	<b>\$138,392</b>	<b>\$148,258</b>	<b>\$145,747</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	292	300	300	300
4311	Postage & Meter Supplies	200	300	600	500
4330	Vehicle Fuel & Oil	1,564	2,000	1,000	2,000
4333	Operating Supplies	6,751	9,740	10,969	11,240
4344	Miscellaneous Supplies	194	1,000	1,000	1,000
4354	Vehicle Supplies & Materials	266	500	900	500
4362	Safety Gear & Uniforms	275	2,650	2,000	2,650
	<b>Total Commodities</b>	<b>\$9,542</b>	<b>\$16,490</b>	<b>\$16,769</b>	<b>\$18,190</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4421	Telephones Services	621	600	700	700
4426	Meeting & Expense Allowance	0	200	100	200
4427	Education & Training	75	2,820	1,000	2,820
4445	Repair: Vehicle & Equipment	0	1,000	500	500
4454	Equipment Services	401	1,000	500	500
4481	Professional Memberships	497	1,550	1,550	1,550
	<b>Total Contractual Services</b>	<b>\$1,594</b>	<b>\$7,170</b>	<b>\$4,350</b>	<b>\$6,270</b>
	<b>Total Police Communications</b>	<b>\$149,196</b>	<b>\$162,052</b>	<b>\$169,377</b>	<b>\$170,207</b>

**Budget Notes for General Fund Program 456 - POLICE COMMUNITY SERVICES**

Object Code	Description	Amount	Object Code	Description	Amount
4310	General Office Supplies				
	Paper, ink, and misc.	300	4481	Professional Memberships	
	Total	300		Safe Ride Home	600
				Will Co. Crime	75
4330	Vehicle Fuel			Prevention	
	Fuel for 1 vehicle	2,000		IL Coalition	
	Total	2,000		Against	25
				Domestic	
4333	Operating Supplies			Violence	
	Victim Assistance supplies	450		IL Center for	
	Child Safety Seat Program supplies	300		Violence	60
	TRIAD Program supplies	550		Prevention	
	Cabin Fever Event supplies	800		IL Juvenile Off.	10
	Child ID program supplies	800		Assn.	
	Business Expo. Supplies	140		So. Sub.	15
	Food & Coat Drive supplies	2,000		Juveniles Assn.	
	Shop with a Cop supplies	250		Il Assn. of	25
	Halloween Safety program supplies	2,400		Police Academy	
	Citizen Police Academy	900		Cadet Assn.	40
	Proud American Days	150		Explorer	325
	National Night Out	1,500		Renewal Dues	
	Miscellaneous Supplies	1,000		Citizen Police	25
	Total	11,240		Academy Dues	
				Other	250
4362	Safety Gear & Uniforms			Professional	100
	Replacement uniforms	500		Subscriptions	
	Boots	150		Total	1,550
	Cadet replacement uniforms	1,000			
	Cadet new uniforms	500			
	Cadet training equipment	500			
	Total	2,650			
4427	Education & Training				
	Domestic Violence Conference	900			
	Child Seat Recertification	120			
	Juvenile Officer Conference	700			
	Cadet competition conference	1,000			
	NEMERT membership	100			
	Total	2,820			

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 457 - Police Traffic**

**Program Description:**

The mission of the New Lenox Traffic Division is to maintain a higher standard for the quality of life to our residents as well as those who travel through and visit our community. We are dedicated and committed to reducing incidents of traffic related losses. By actively pursuing concerns with the 3-E approach (Enforcement, Education and Engineering) both motorists and pedestrians alike are assured a safer and more peaceful environment. Our mission is to enhance the quality of life in the Village by working cooperatively with the public to prevent crime, enforce the laws, preserve the peace and provide a safe environment.

**Program Objectives:**

- Interact with the public relative to traffic safety issues and achieve resolution to their concerns while protecting citizens from unnecessary risk.
- Continue offering Citizen's Police Academy, with Will County Sheriff and Frankfort Police Dept.
- Investigate serious injury and fatal crashes through our Lincolnway Major Crash Investigation Team, identifying and bringing those at fault to justice who has caused a loss to others.
- Working alongside with Patrol, Community Policing and School Resource Units to educate the public on traffic safety.
- Maintain close work relationship with school bus transportation departments to assure child protection as they commute to and from school.
- Active and aggressive engagement of Commercial Motor Vehicle enforcement to assure our roads are not stressed or damaged and residential areas are free from commercial traffic.
- Utilize the motor unit for aggressive patrols as well as escorting and honoring both military and law enforcement personnel with homecoming and funeral processions.
- Aggressive pursuit of rail violators and participating in Operation Lifesaver details.
- Participate as advisory staff within the Parking & Traffic Advisory Board (PTAB) to address resident concerns of vehicle traffic.
- Focus on high risk areas of school speed zones and construction work zones.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Patrol Traffic Officer	1.00	1.00
Total FTE	1.00	1.00

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 457 - Police Traffic**

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
Motorcycle	1	1
Unmarked Squad	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	120,923	122,377	129,261	127,059
Commodities	8,208	10,370	9,170	10,400
Contractual	7,964	8,550	6,156	8,000
Capital Outlay	4,861	2,850	-	18,545
<b>TOTAL</b>	<b>\$141,956</b>	<b>\$144,147</b>	<b>\$144,587</b>	<b>\$164,004</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 457 - POLICE TRAFFIC	ACCT NO 10-457			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	93,142	94,488	98,146	96,806
4105	Overtime Pay	1,907	1,500	4,000	2,500
4203	Pension Contribution-FICA	7,170	7,228	7,751	7,597
4207	Medical & Life Insurance	18,704	19,161	19,364	20,156
	<b>Total Personal Services</b>	<b>\$120,923</b>	<b>\$122,377</b>	<b>\$129,261</b>	<b>\$127,059</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	2,979	3,500	2,800	3,000
4333	Operating Supplies	3,675	4,220	4,220	4,750
4344	Miscellaneous Supplies	685	1,000	1,000	1,000
4354	Vehicle Supplies & Materials	869	1,000	500	1,000
4362	Safety Gear & Uniforms	0	650	650	650
	<b>Total Commodities</b>	<b>\$8,208</b>	<b>\$10,370</b>	<b>\$9,170</b>	<b>\$10,400</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4421	Telephones Service	1,036	1,150	996	600
4426	Meeting & Expense Allowance	0	500	200	500
4427	Education & Training	4,415	1,300	500	1,300
4443	Other Services	0	1,600	1,560	1,600
4445	Repair: Vehicle & Equipment	0	1,000	500	1,000
4454	Equipment Services	2,513	3,000	2,400	3,000
	<b>Total Contractual Services</b>	<b>\$7,964</b>	<b>\$8,550</b>	<b>\$6,156</b>	<b>\$8,000</b>
<b><u>CAPITAL OUTLAY</u></b>					
4569	Automobiles	4,861	2,850	0	2,850
4576	Other Major Equipment	0	0	0	15,695
	<b>Total Capital Outlay</b>	<b>\$4,861</b>	<b>\$2,850</b>	<b>\$0</b>	<b>\$18,545</b>
	<b>Total Police Traffic</b>	<b>\$141,956</b>	<b>\$144,147</b>	<b>\$144,587</b>	<b>\$164,004</b>

**Budget Notes for General Fund Program 457 - POLICE TRAFFIC**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4330	Vehicle Fuel		4443	Other Services	
	Fuel for 1 vehicle	3,000		Portable Scale calibration	1,600
	<b>Total</b>	<b>3,000</b>		<b>Total</b>	<b>1,600</b>
4333	Operating Supplies		4569	Automobiles	
	Battery for Total Station	250		Motorcycle Lease	2,850
	Laica 5000 Charger	650		<b>Total</b>	<b>2,850</b>
	Radar	2,700	4576	Other Major Equipment	
	Digital Camera	1,000		SMART Trailer	15,695
	Tint Density Meter	150		<b>Total</b>	<b>15,695</b>
	<b>Total</b>	<b>4,750</b>			
4362	Safety Gear & Uniforms				
	Replacement uniforms	500			
	Boots	150			
	<b>Total</b>	<b>650</b>			
4427	Education & Training				
	LifeSavers Conference	1,200			
	NEMERT membership	100			
	<b>Total</b>	<b>1,300</b>			

**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 458 - Police School Resources**

**Program Description:**

The School Resource Officer (SRO) Program is a collaborative effort between Law Enforcement Officers and the school district(s). The presence of a School Resource Officer is an important step in increasing school safety.

In a School Resource Officer program the members of the school community partner with the local police department to have a uniformed Law Enforcement Officer (SRO) assigned to their schools in order to create a setting that is safe and secure, with a focus on prevention and early intervention activities.

The roles and responsibilities of the School Resource Officer vary from school to school. A diverse range of duties can be incorporated into the SRO job description. Some functions served by the SRO include: law enforcement officer, public safety specialist, community liaison and problem solver, law-related educator, and positive role model.

The School Resource Officer becomes very involved in the schools. The SRO takes pride in becoming part of the school community and building relationships with the students. These relationships foster a safer environment for the students and provide a source for those students in need of assistance.

**Program Objectives:**

- Bullying awareness/ prevention
- Stranger Awareness
- Bicycle Safety
- PRISim training
- Character Education (i.e. Character Counts shirts)
- Internet safety
- Drug/ alcohol awareness

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
School Resource Officer	0.80	0.80
Total FTE	0.80	0.80

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
Marked Squad	1	1

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 458 - Police School Resources**

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	101,129	103,219	107,974	107,535
Commodities	4,918	12,050	10,750	11,050
Contractual	1,576	4,200	2,870	2,600
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$107,623</b>	<b>\$119,469</b>	<b>\$121,594</b>	<b>\$121,185</b>

**Budget Commentary:**

There are no significant changes in this program.

## ANNUAL BUDGET EXPENDITURE DETAIL

GENERAL FUND	PROGRAM 458 - POLICE SCHOOL RESOURCES	ACCT NO 10-458			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	73,894	75,190	77,880	77,045
4105	Overtime Pay	4,721	5,500	6,700	6,500
4203	Pension Contribution-FICA	7,525	7,200	7,903	7,865
4207	Medical & Life Insurance	14,989	15,329	15,491	16,125
	<b>Total Personal Services</b>	<b>\$101,129</b>	<b>\$103,219</b>	<b>\$107,974</b>	<b>\$107,535</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	76	2,000	1,000	1,000
4333	Operating Supplies	4,504	8,400	8,400	8,400
4344	Miscellaneous Supplies	0	500	500	500
4354	Vehicle Supplies & Materials	173	500	200	500
4362	Safety Gear & Uniforms	165	650	650	650
	<b>Total Commodities</b>	<b>\$4,918</b>	<b>\$12,050</b>	<b>\$10,750</b>	<b>\$11,050</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4421	Telephone Services	518	600	500	500
4426	Meeting & Expense Allowance	0	500	200	500
4427	Education & Training	0	100	670	100
4445	Repair: Vehicle & Equipment	0	1,000	500	500
4454	Equipment Services	1,058	2,000	1,000	1,000
	<b>Total Contractual Services</b>	<b>\$1,576</b>	<b>\$4,200</b>	<b>\$2,870</b>	<b>\$2,600</b>
	<b>Total Police School Resources</b>	<b>\$107,623</b>	<b>\$119,469</b>	<b>\$121,594</b>	<b>\$121,185</b>

### Budget Notes for General Fund Program 458 - POLICE SCHOOL RESOURCES

Object Code	Description	Amount
4330	Vehicle Fuel	
	Fuel for 1 vehicle	1,000
	Total	1,000
4333	Operating Supplies	
	Character Counts Shirts	5,400
	School giveaways	1,000
	Printed material	500
	Misc. supplies	1,500
	Total	8,400
4362	Safety Gear & Uniforms	
	Replacement uniform	500
	Boots	150
	Total	650
4427	Education & Training	
	NEMERT membership	100
	Total	100

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## VILLAGE OF NEW LENOX



### Annual Budget for the Fiscal Year Beginning May 1, 2016 General Fund Program 459 - Police Public Safety Division

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#### Program Description:

The mission of the Public Safety Division is to affirmatively promote health, safety and preparedness within the community through the establishment of collaborative partnerships, the development of programs and public education.

#### Program Objectives:

- Maintain and administer the department's Lexipol Policy Manual and Daily Training Bulletins (DTBs).
- Develop Incident Action Plans (IAPs) for the Triple Play Concerts, French Market and New Lenox Commons events.
- Maintain and administer the Emergency Action Plan for the New Lenox Village Hall.
- Plan and develop a Functional Exercise for New Lenox first responders.
- Maintain and administer the Village of New Lenox facebook page, CERT Facebook and Safe New Lenox web site.
- Develop the Village of New Lenox quarterly newsletter (Villager) and the New Lenox CERT / MRC quarterly newsletter.
- Develop a comprehensive Suicide Prevention and Awareness Program in partnership with the New Lenox Safe Communities America Coalition.
- Develop a comprehensive Falls Prevention Program in partnership with the New Lenox Safe Communities America Coalition.
- Submit an application and develop a project presentation for the 2016 Governor's Hometown Award.
- Develop a Strategic Plan and Standard Operating Guidelines for the New Lenox CERT-Search and Rescue Team Facebook page, CERT Facebook page and Safe New Lenox web site.
- Develop a Strategic Plan and Standard Operating Guidelines for the New Lenox Medical Reserve Corp.
- Develop, market and complete one 20-Hour Basic CERT Course for 25-30 residents.
- Train members of the New Lenox CERT to compete in the 7th Annual Prairie State CERT Challenge.

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 459 - Police Public Safety Division**

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Public Safety Division Chief	1.00	1.00
Total FTE	1.00	1.00

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
Administrative Squad	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	146,272	146,301	150,341	146,422
Commodities	2,550	2,900	2,300	2,500
Contractual	28,321	27,430	36,480	27,640
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$177,143</b>	<b>\$176,631</b>	<b>\$189,121</b>	<b>\$176,562</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 459 - POLICE PUBLIC SAFETY DIVISION	ACCT NO 10-459			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	117,112	117,112	121,616	117,112
4203	Pension Contribution-FICA	8,881	8,959	9,224	8,959
4207	Medical & Life Insurance	20,279	20,230	19,501	20,351
	<b>Total Personal Services</b>	<u>\$146,272</u>	<u>\$146,301</u>	<u>\$150,341</u>	<u>\$146,422</u>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	2,149	2,200	1,800	1,800
4354	Vehicle Supplies & Materials	401	700	500	700
	<b>Total Commodities</b>	<u>\$2,550</u>	<u>\$2,900</u>	<u>\$2,300</u>	<u>\$2,500</u>
<b><u>CONTRACTUAL SERVICES</u></b>					
4421	Telephone Services	769	950	500	950
4426	Meeting & Expense Allowance	0	500	500	500
4427	Education & Training	0	810	810	3,310
4443	Other Services	18,761	14,000	25,000	11,500
4445	Repair: Vehicle & Equipment	1,011	2,000	2,000	2,000
4454	Equipment Services	40	2,000	500	2,000
4481	Professional Membership	7,740	7,170	7,170	7,380
	<b>Total Contractual Services</b>	<u>\$28,321</u>	<u>\$27,430</u>	<u>\$36,480</u>	<u>\$27,640</u>
	<b>Total Police Public Safety Division</b>	<u>\$177,143</u>	<u>\$176,631</u>	<u>\$189,121</u>	<u>\$176,562</u>

**Budget Notes for General Fund Program 459 - POLICE PUBLIC SAFETY DIVISION**

Object Code	Description	Amount	Object Code	Description	Amount
4330	Vehicle Fuel		4481	Professional Memberships	
	Fuel for 1 vehicle	1,800		International	
		1,800		Assoc. Chiefs	150
	<b>Total</b>	<u>1,800</u>		IL Assn. of	
4427	Education & Training			Chiefs	85
	National Safety Council Expo.	2,500		FBI Academy	
	IACP conference	500		Assn.	95
	NEMERT membership	100		National Safety	
	WCCOP membership	120		Council	600
	SSCOP membership	90		Will County	
	<b>Total</b>	<u>3,310</u>		Chiefs Assn.	50
				South Sub.	50
4443	Other Services			Chiefs Assn.	
	Supplies: Administrative and Operational				
	expenses for CERT	5,000		<b>Program-Wide</b>	
	Sharefest Household Hazardous Waste	2,500		Lexipol Update	
	Search and Rescue Team	1,500		& Renewal	5,550
	Safe Communities developments	2,500		IACP.net	
	<b>Total</b>	<u>11,500</u>		Development	800
				<b>Total</b>	<u>7,380</u>

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 460 - Police Communications**

**Program Description:**

The Lincoln-Way Communication Center is a vital link between citizens needing police service and the police officers responding to calls for service. The purpose of the Communications Division is to collaborate with the community, the department, and other agencies to provide professional services that protect life and resolve problems.

**Program Objectives:**

- The objective is to answer all 911 lines in a timely and efficient manner, provide quality customer service, and offer a vital link between police officers and the citizens of New Lenox.
- Provide equipment to the divisions to ensure the appropriate capability to communicate with one another and receive the necessary information to achieve their objectives.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	356,526	389,363	370,026	397,280
Capital Outlay	25,141	16,000	23,558	16,000
<b>TOTAL</b>	<b>\$381,667</b>	<b>\$405,363</b>	<b>\$393,584</b>	<b>\$413,280</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 460 - POLICE COMMUNICATIONS	ACCT NO 10-460			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>CONTRACTUAL SERVICES</u></b>				
4447	Maintenance Contracts	30,730	32,280	32,280	32,280
4490	Lincolnway Communications	325,796	357,083	337,746	365,000
	<b>Total Contractual Services</b>	<u>\$356,526</u>	<u>\$389,363</u>	<u>\$370,026</u>	<u>\$397,280</u>
	<b><u>CAPITAL OUTLAY</u></b>				
4576	Other Major Equipment	25,141	16,000	23,558	16,000
	<b>Total Capital Outlay</b>	<u>\$25,141</u>	<u>\$16,000</u>	<u>\$23,558</u>	<u>\$16,000</u>
	<b>Total Police Communications</b>	<u>\$381,667</u>	<u>\$405,363</u>	<u>\$393,584</u>	<u>\$413,280</u>

**Budget Notes for General Fund Program 460 - POLICE COMMUNICATIONS**

Object Code	Description	Amount	Object Code	Description	Amount
4447	Maintenance Contracts				
	Verizon user fees	14,280			
	Radio User Fee (45 units)	18,000			
	Total	<u>32,280</u>			
4490	Lincolnway Communications				
	New Lenox share of the operations & maintenance cost of the Lincoln-Way Communications Center radio dispatch center	365,000			
	Total	<u>365,000</u>			
4576	Other Major Equipment				
	Mobile radios (2)	9,000			
	Portable radios (2)	7,000			
	Total	<u>16,000</u>			

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 461 - Code Enforcement**

**Program Objective:**

To conduct inspections of properties in the Village to ensure compliance with the Village Code so that the public health, safety, and welfare is protected.

**Program Activities:**

- Enforce all building, zoning, and property maintenance codes
- Respond to citizens' complaints and issue notices of violation when necessary
- Represent the Village at administrative hearings to process violations
- Monitor the commuter parking lot daily to collect parking fees and issue tickets for violations

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Code Enforcement Officer	1	1
Total FTE	1	1

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2013 Ford F-150 - Unit 134	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	77,413	81,943	84,258	86,980
Commodities	1,671	2,600	2,100	3,600
Contractual	11,047	17,050	11,570	16,650
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$90,131</b>	<b>\$101,593</b>	<b>\$97,928</b>	<b>\$107,230</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 461- CODE ENFORCEMENT	ACCT NO 10-461			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	58,031	61,878	64,052	65,962
4105	Overtime Pay	0	100	100	100
4203	Pension Contribution-IMRF/FICA	12,080	12,646	13,038	13,573
4207	Medical & Life Insurance	7,302	7,319	7,068	7,345
	<b>Total Personal Services</b>	<b>\$77,413</b>	<b>\$81,943</b>	<b>\$84,258</b>	<b>\$86,980</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	1,651	2,000	1,500	2,000
4344	Miscellaneous Supplies	0	0	0	1,000
4354	Vehicle Supplies & Equipment	20	100	100	100
4362	Safety Gear & Uniforms	0	500	500	500
	<b>Total Commodities</b>	<b>\$1,671</b>	<b>\$2,600</b>	<b>\$2,100</b>	<b>\$3,600</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4421	Telephone Service	385	400	400	400
4426	Meeting & Expense Allowance	0	100	100	100
4427	Education & Training	156	800	400	400
4445	Repairs: Vehicles & Equipment	0	250	250	250
4454	Equipment Services	239	500	1,200	500
4488	Weed Cutting	10,267	15,000	9,220	15,000
	<b>Total Contractual Services</b>	<b>\$11,047</b>	<b>\$17,050</b>	<b>\$11,570</b>	<b>\$16,650</b>
	<b>Total Code Enforcement</b>	<b>\$90,131</b>	<b>\$101,593</b>	<b>\$97,928</b>	<b>\$107,230</b>

**Budget Notes for General Fund Program 461 - Code Enforcement**

Object Code	Description	Amount	Object Code	Description	Amount
4427	Education & Training				
	ICC Certification	400			
	Total	400			
4488	Weed Cutting				
	Weeds cut to maintain Village codes and invoiced out to property owner to recover costs	15,000			
	Total	15,000			

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 470 - Emergency Services Disaster Agency**

**Program Description:**

The Village's Emergency Services and Disasters Agency (ESDA) Department is a volunteer unit under the direction and guidance of the Mayor. It provides, but is not limited to, aiding victims of natural or manmade disasters, providing crowd control, evacuation of areas and locating shelters for victims of disasters. Furthermore, the organization acts as the administrative pass through receipt of disaster aid and disbursements.

**Program Objectives:**

- To maintain the emergency warning sirens through the maintenance agreement and test the system regularly. Additionally, gathering volunteers and purchasing supplies needed for emergency situations.
  
- To aid disaster victims during their time of need by providing shelter, evacuation of persons from dangerous areas and coordinating the delivery of emergency purchasing supplies needed for emergency situations.

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
Ford Explorers	4	4
Ford Crown Victorias	3	3
2007 Chevrolet Impala	1	1
2002 Dodge Ram 1500	1	1
2008 Ford F-350	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	13,570	17,675	17,300	17,675
Commodities	32,348	36,250	31,000	31,500
Contractual	16,738	23,900	29,200	26,200
Capital Outlay	6,501	7,000	7,000	9,000
<b>TOTAL</b>	<b>\$69,157</b>	<b>\$84,825</b>	<b>\$84,500</b>	<b>\$84,375</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 470 - EMERGENCY SERVICES DISASTER AGENCY	ACCT NO 10-470			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4102	Salaries: Part-Time	3,500	3,500	3,500	3,500
4104	Traffic Wardens	8,411	12,375	12,000	12,375
4203	Pension Contribution-FICA	1,659	1,800	1,800	1,800
	<b>Total Personal Services</b>	<b>\$13,570</b>	<b>\$17,675</b>	<b>\$17,300</b>	<b>\$17,675</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	255	1,400	500	500
4330	Vehicle Fuel & Oil	16,002	18,000	10,000	13,000
4333	Operating Supplies	7,687	8,350	9,000	9,000
4344	Miscellaneous Supplies	742	500	500	500
4354	Vehicle Supplies & Equipment	2,729	3,000	5,000	3,500
4362	Safety Gear & Uniforms	4,933	5,000	6,000	5,000
	<b>Total Commodities</b>	<b>\$32,348</b>	<b>\$36,250</b>	<b>\$31,000</b>	<b>\$31,500</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4421	Telephone Service	739	800	800	800
4426	Meeting & Expense Allowance	1,731	2,400	2,000	2,000
4427	Education & Training	2,901	4,000	4,000	4,000
4445	Repairs: Vehicle & Equipment	3,711	4,300	10,000	7,000
4447	Maintenance Contracts	3,780	6,000	6,000	6,000
4454	Equipment Services	3,676	6,000	6,000	6,000
4481	Professional Memberships	200	400	400	400
	<b>Total Contractual Services</b>	<b>\$16,738</b>	<b>\$23,900</b>	<b>\$29,200</b>	<b>\$26,200</b>
<b><u>CAPITAL OUTLAY</u></b>					
4569	Automobiles	0	0	0	0
4573	Office Equipment	0	0	0	2,000
4576	Other Major Equipment	6,501	7,000	7,000	7,000
	<b>Total Capital Outlay</b>	<b>\$6,501</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$9,000</b>
	<b>Total ESDA</b>	<b>\$69,157</b>	<b>\$84,825</b>	<b>\$84,500</b>	<b>\$84,375</b>

**Budget Notes for General Fund Program 470 - Emergency Services Disaster Agency**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4310	General Office Supplies		4481	Professional Memberships	
	Paper, ink and misc.	200		IL Emer. Svc.	400
	Forms, books & manuals	300		Total	400
	Total	500			
4330	Vehicle Fuel		4573	Office Equipment	
	Fuel for 11 vehicles	13,000		(2) computers	2,000
	Total	13,000		Total	2,000
4333	Operating Supplies		4576	Other Major Equipment	
	Machinery & equipment rental	250		Portable Radios	7,000
	Communication repairs & supplies	6,300		(2)	
	Minor equipment & tools	2,450		Total	7,000
	Total	9,000			
4427	Education & Training				
	Practical exercise, mock disasters	3,400			
	IEMA conference	600			
	Total	4,000			
4447	Maintenance Contracts				
	Emergency Warning System Maintenance	6,000			
	Contract				
	Total	6,000			

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 480 - Streets**

**Program Description:**

The goal of the Street Department is to protect the Village's capital investment in streets and maintain them in a safe and usable condition at all times and in all kinds of weather.

**Program Activities:**

Road Surface Maintenance - Extend the safe, usable life of street surfaces, through preventative maintenance programs, and when necessary, repair damage to streets as rapidly as possible. Stripe Village roads and parking lots as necessary.

Curb Replacement - Curbing is an integral part of our roadway system. Curbs help direct the storm water runoff so that our streets are safe for driving and serve as a barrier for the paved road, thus increasing the life of the pavement. Where needed, defective curbs are removed and replaced in the Street Program.

Snow/Ice Control - Keep streets safe for use and travel during and after snow and ice events.

Street Sweeping - Cleaning and remove all debris and leaves from the roadways and inlets to protect the road drainage system and maintain safe vehicular conditions.

**Program Personnel Authorization:**

<b>Position</b>	<b>2015-16 Actual</b>	<b>2016-17 Budget</b>
Crew Leader-Streets	1.50	0.50
Equipment Operator-Streets	1.00	0.50
Laborer-Streets	2.75	2.00
Operator/Laborer-Streets	0.50	1.00
<b>Total FTE</b>	<b>5.75</b>	<b>4.00</b>

**Vehicles Assigned**

<b>Vehicle</b>	<b>2015-16 Actual</b>	<b>2016-17 Budget</b>
1988 IHC 4900 Flatbed Truck (ST-29)	1	1
2002 IHC 4900 Dump/Plow Truck (ST-11)	1	1
2003 IHC 7400 Dump/Plaw Truck (ST-12)	1	1
2005 IHC 4400 Crosswind Sweeper (ST-13)	1	0
2007 IHC Dump/Plow Truck (ST-18, ST-19)	2	2
2012 Ford F550 Dump/Plow Truck (ST-26, ST-27)	2	2
2013 IHC 7400 Dump/Plow (ST-34, ST-35)	2	2
2013 Ford F250 Utility Truck (ST-38)	1	1
2013 Ford F250 Pickup Truck (ST-39)	0	1
2013 Ford F550 Dump/Plow Truck (ST-36,ST-37)	2	2
2014 IHC 7400 Dump/Plow Truck (ST-40, 41, 42, 43)	1	4
2016 Kenworth Monsoon Sweeper (ST-46)	1	1

**Summary of Expenditures by Type:**

<b>Description</b>	<b>2014-15 Actual</b>	<b>2015-16 Budget</b>	<b>2015-16 Estimate</b>	<b>2016-17 Budget</b>
<b>Personnel</b>	734,214	718,618	696,612	615,518
<b>Commodities</b>	97,808	123,528	116,925	412,916
<b>Contractual</b>	115,994	96,607	97,722	107,868
<b>Capital Outlay</b>	36,539	50,750	43,500	64,725
<b>TOTAL</b>	<u>\$984,555</u>	<u>\$989,503</u>	<u>\$954,759</u>	<u>\$1,201,027</u>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 480 - STREETS	ACCT NO 10-480			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	351,911	331,208	360,000	250,207
4102	Salaries: Part-Time	30,665	40,000	40,000	53,000
4105	Overtime Pay	138,436	150,000	100,000	155,200
4203	Pension Contribution-IMRF/FICA	103,243	107,000	107,000	94,500
4207	Medical & Life Insurance	109,959	90,410	89,612	62,611
	<b>Total Personal Services</b>	<b>\$734,214</b>	<b>\$718,618</b>	<b>\$696,612</b>	<b>\$615,518</b>
<b><u>COMMODITIES</u></b>					
4315	Forms, Books & Manuals	178	500	500	800
4330	Vehicle Fuel & Oil	43,022	50,000	45,500	50,000
4333	Operating Supplies	8	0	0	0
4354	Vehicle Supplies & Equipment	24,277	32,500	32,500	32,500
4360	Minor Equipment & Tools	8,994	8,425	8,425	15,804
4362	Safety Gear & Uniforms	4,896	10,003	10,000	7,228
4365	Communication Repair & Supplies	12,645	14,100	13,000	13,784
4375	Concrete & Asphalt Material	3,788	8,000	7,000	12,000
4378	Road Salt	0	0	0	280,800
	<b>Total Commodities</b>	<b>\$97,808</b>	<b>\$123,528</b>	<b>\$116,925</b>	<b>\$412,916</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4407	Meteorological Forecast	3,800	3,990	3,875	4,069
4427	Education & Training	155	417	167	1,238
4445	Repairs: Vehicle & Equipment	26,715	18,000	18,000	20,000
4447	Maintenance Contracts	196	2,200	3,200	2,561
4454	Equipment Services	81,478	67,000	67,000	70,000
4486	Refuse Removal	3,650	5,000	5,480	10,000
	<b>Total Contractual Services</b>	<b>\$115,994</b>	<b>\$96,607</b>	<b>\$97,722</b>	<b>\$107,868</b>
<b><u>CAPITAL OUTLAY</u></b>					
4530	Building Improvements	9,091	8,500	7,500	10,000
4568	Sidewalks/Curbs	25,000	25,000	25,000	50,000
4573	Office Equipment	248	1,200	1,100	600
4575	Heavy Duty Equipment	2,200	16,050	9,900	4,125
	<b>Total Capital Outlay</b>	<b>\$36,539</b>	<b>\$50,750</b>	<b>\$43,500</b>	<b>\$64,725</b>
	<b>Total Streets</b>	<b>\$984,555</b>	<b>\$989,503</b>	<b>\$954,759</b>	<b>\$1,201,027</b>

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 480 - STREETS				ACCT NO 10-480
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b>Budget Notes for General Fund Program 480 - Streets</b>					
Object Code	Description	Amount	Object Code	Description	Amount
4360	Minor Equipment & Tools		4486	Refuse Removal	
	Shovels, rakes, chains, drills & bits, saws, blades, shop tools, etc.	5000		Spoils & Sweeper debris	10,000
	Cut off saw	900		Total	10,000
	Vib. Roller	6,500			
	Blower	1,500			
	1/4 EQ Tools	1,904	4447	Maintenance Contracts	
	Total	15,804		1/4 EQ Laundry	450
				1/4 EQ Contract:	2,111
				Total	2,561
4362	Safety Gear & Uniforms				
	Uniforms \$480/ea.-5 employees	2,400			
	Safety vests, gloves, exhaust systems, personal breathing apparatus, safety glasses, cones, etc.	4,000	4530	Building Improvements	
	1/4 EQ Uniforms & Safety	328		Add elec. & a/c-south wall & fountains	7,500
	PT Clothing	500		Spreader	
	Total	7,228		Racks	2,500
				Total	10,000
4365	Communication Repairs & Supplies				
	2 Kenwood NX 820 radios/supplies	800			
	Monthly radio service (\$19/mo.)	6,384	4568	Sidewalks/ Curbs	
	GPS Service \$360/vehicle-19 veh.	6,600		Replacement of existing curb as needed	50,000
	Total	13,784		Total	50,000
4375	Concrete & Asphalt Material				
	Hot patch mix	4,000			
	Cold patch mix	4,000			
	Concrete patching products	4,000	4573	Office Equipment	
	Total	12,000		White Boards	600
				Total	600
4378	Road Salt				
	Salt: 4,320 tons @ \$65/ton	280,800	4575	Heavy Duty Equipment	
	Total	280,800		1/4 EQ	4,125
4407	Meteorological Forecast			Total	4,125
	Annually fee	4,069			
	Total	4,069			
4427	Education & Training				
	Deicing workshops & ITTC Classes	1,000			
	1/4 EQ Training	238			
	Total	1,238			

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 481 - Public Works Administration**

**Program Description:**

Public Works Administration oversees all operations of the Public Works Department to ensure the effective delivery of public works services to the people of New Lenox. This includes maintaining division records, performing purchasing activities, receive, record and respond to resident's requests, and to perform other administrative tasks as needed.

**Program Activities:**

Service Maintenance/Management - Manage, direct and supervise the Public Works Departments functions to provide the highest level of service and product to the residents and businesses in New Lenox.

Maintain an ongoing mapping of the streets in the Village including their length/width, and repair/replacement history.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Public Works Director	1.00	1.00
Streets Superintendent	1.00	1.00
Streets Assistant Superintendent	0.00	1.00
Senior Administrative Assistant	1.00	1.00
Administrative Assistant (P-T)	0.19	0.19
<b>Total FTE</b>	<b>3.19</b>	<b>4.19</b>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2015 Ford F250 4x4 Pickup Truck w/Plow (ST-45)	1	1
2016 Ford Explorer (PW-6)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	360,990	365,123	381,697	511,956
Commodities	23,583	36,330	28,300	31,260
Contractual	16,095	25,540	21,155	23,366
Capital Outlay	72,589	30,235	30,235	-
<b>TOTAL</b>	<b>\$473,257</b>	<b>\$457,228</b>	<b>\$461,387</b>	<b>\$566,582</b>

**Budget Commentary:**

Personnel costs are partially funded with sewer and water operating funds which is reflected as Shared Administrative Costs in the General Fund revenue.

**Medical & Life Insurance:** Prior to 2015-16, the medical & life insurance costs includes premiums for a retired employee.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 481 - PUBLIC WORKS ADMINISTRATION	ACCT NO 10-481			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	235,185	238,958	254,279	332,009
4102	Salaries: Part-Time	0	4,800	4,800	5,070
4105	Overtime Pay	7,357	10,000	7,000	10,000
4203	Pension Contribution-IMRF/FICA	48,584	51,892	54,300	83,393
4207	Medical & Life Insurance	69,864	59,473	61,318	81,484
	<b>Total Personal Services</b>	<b>\$360,990</b>	<b>\$365,123</b>	<b>\$381,697</b>	<b>\$511,956</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	2,138	3,000	3,000	3,000
4311	Postage & Meter Expense	0	800	0	1,300
4330	Vehicle Fuel & Oil	3,667	5,000	4,000	5,000
4333	Operating Supplies	9,515	13,200	12,000	13,000
4335	Printing Cost	0	1,600	0	1,600
4354	Vehicle Supplies & Equipment	5,745	7,000	5,000	3,000
4362	Safety Gear & Uniforms	2,518	5,730	4,300	4,360
	<b>Total Commodities</b>	<b>\$23,583</b>	<b>\$36,330</b>	<b>\$28,300</b>	<b>\$31,260</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4405	Physical Exams	0	2,820	0	0
4421	Telephone Service	14,359	15,120	15,000	15,120
4426	Meeting & Expense Allowance	586	300	355	600
4427	Education & Training	318	1,500	1,410	1,600
4430	Legal Publications	20	100	100	100
4445	Repairs: Vehicle & Equipment	0	2,000	2,000	2,000
4454	Equipment Services	422	3,000	1,500	3,000
4481	Professional Memberships	390	700	790	946
	<b>Total Contractual Services</b>	<b>\$16,095</b>	<b>\$25,540</b>	<b>\$21,155</b>	<b>\$23,366</b>
<b><u>CAPITAL OUTLAY</u></b>					
4530	Building Improvements	1,311	0	0	0
4571	Equipment/Lease Purchase	71,278	30,235	30,235	0
	<b>Total Capital Outlay</b>	<b>\$72,589</b>	<b>\$30,235</b>	<b>\$30,235</b>	<b>\$0</b>
	<b>Total Public Works Administration</b>	<b>\$473,257</b>	<b>\$457,228</b>	<b>\$461,387</b>	<b>\$566,582</b>

**Budget Notes for General Fund Program 481 - Public Works Administration**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4310	General Office Supplies		4481	Professional Memberships	
	Binders, folders, misc. supplies	3,000		APWA (3)	465
	Total	<u>3,000</u>		IL. Dept. Ag.	60
4311	Postage & Meter Expense			AWWA (1)	81
	Misc. mailings throughout the year	1,300		Misc.	250
	Total	<u>1,300</u>		Sam's Club	90
				Total	<u>946</u>
4333	Operating Supplies				
	Nuts, bolts, batteries, pipe fittings, electrical supplies, welding supplies, carpentry materials & surveying supplies; coffee service	13,000			
	Total	<u>13,000</u>			
4335	Printing Cost				
	Snow flyers, business cards, etc.	1,600			
	Total	<u>1,600</u>			
4362	Safety Gear & Uniforms				
	Uniforms-\$480 ea.-2 employee	960			
	AED/Defibrillators (3)	2,400			
	General safety gear/supplies	1,000			
	Total	<u>4,360</u>			
4421	Telephone Service				
	Bluetooths-3 @ \$40/each	120			
	Personal phone stipend w/taxes	4,680			
	Cell phone, land line & internet	10,320			
	Total	<u>15,120</u>			
4426	Meeting & Expense Allowance				
	Administrative meeting expense	600			
	Total	<u>600</u>			
4427	Education & Training				
	Various seminars	1,000			
	First Aid/CPR Training	600			
	Total	<u>1,600</u>			
4430	Legal Publication				
	Advertisements in newspaper	100			
	Total	<u>100</u>			

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 482 - Parkway Maintenance**

**Program Description:**

Maintain and improve Village equipment and capital assets and manage effective delivery of parkway maintenance to the people of New Lenox.

**Program Activities:**

Parkway Maintenance - Conduct annual and routine maintenance including tree trimming, grass mowing, sod repair, bush/tree chipping, tree and stump removal, and litter removal in parkways and ditches.

Sidewalk Maintenance - Monitor the condition of the sidewalks so that they will be free of any defects that could harm a pedestrian, and to repair the defects as quickly as possible and to stay A.D.A. compliant throughout the community.

Storm Sewer Maintenance - Repair, lower, or raise basins and/on manholes before they cause street or equipment damage. Perform detention and retention pond maintenance and respond to drainage issues.

J.U.L.I.E. - Locate the Village's water and sewer lines and the Village's street lights that are buried underground at the request of property owners, contractors, and anyone else doing any type of excavating in the Village.

Mosquito Spraying - Safeguard public health by providing efficient and effective control of mosquito infestations.

Leaf Removal - Assist the resident by performing leaf collection during the fall.

**Program Personnel Authorization:**

<b>Position</b>	<b>2015-16 Actual</b>	<b>2016-17 Budget</b>
Crew Leader-Streets	0.50	0.50
PW Specialist-Streets	0.00	1.00
Equipment Operator-Streets	0.00	0.50
Laborer-Streets	2.00	2.25
Operator/Laborer-Streets	1.50	1.00
<b>Total FTE</b>	<b>4.00</b>	<b>5.25</b>

**Vehicles Assigned**

<b>Vehicle</b>	<b>2015-16 Actual</b>	<b>2016-17 Budget</b>
2003 GMC Savana Van (PW-2)	1	1
2005 IHC 4400 Low Pro Dump/Plow (ST-16)	1	1
2005 IHC 7400 Pro Dump/Plow (ST-15)	1	1
2008 IHC 7400 Dump/Plow (ST-21)	1	1
2001 IHC 4900 Dump/Plow (ST- 8, 9)	4	2
2015 Ford F-250 Pickup (ST-47, 48)	0	2
2016 IHC 7400 Dump/Plow (ST-50, 51)	0	2
2013 IHC 7400 Dump/Plow (ST-32, 33)	2	2

**Summary of Expenditures by Type:**

<b>Description</b>	<b>2014-15 Actual</b>	<b>2015-16 Budget</b>	<b>2015-16 Estimate</b>	<b>2016-17 Budget</b>
Personnel	380,855	531,544	530,692	582,266
Commodities	58,253	100,430	85,800	96,930
Contractual	156,473	290,732	220,193	582,983
Capital Outlay	58,380	50,300	40,100	35,000
<b>TOTAL</b>	<b>\$653,961</b>	<b>\$973,006</b>	<b>\$876,785</b>	<b>\$1,297,179</b>

**Budget Commentary:**

Personnel costs are partially funded with sewer and water operating funds which is reflected as Shared Administrative Costs in the General Fund revenue.

Moved personnel among programs; increasing the number of ash trees removed in the parkway and replacing more trees during the fiscal year.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 482 - PARKWAY MAINTENANCE	ACCT NO 10-482			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	229,240	326,105	335,014	352,666
4102	Salaries: Part-Time	23,008	20,000	20,257	22,000
4105	Overtime Pay	21,087	22,000	18,000	22,000
4203	Pension Contribution-IMRF/FICA	54,304	75,318	75,318	82,000
4207	Medical & Life Insurance	53,216	88,121	82,103	103,600
	<b>Total Personal Services</b>	<b>\$380,855</b>	<b>\$531,544</b>	<b>\$530,692</b>	<b>\$582,266</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	15,963	25,000	16,000	20,000
4333	Operating Supplies	478	500	500	500
4334	Chemicals & Supplies	2,575	24,500	35,900	22,000
4354	Vehicle Supplies & Equipment	7,054	14,000	700	10,000
4360	Minor Equipment & Tools	4,098	4,000	4,000	6,750
4362	Safety Gear & Uniforms	3,160	4,430	3,300	4,680
4377	Rock, Sand & Soil	5,341	7,000	7,000	12,000
4380	Drainage Material & Pipe	18,799	20,000	18,000	20,000
4381	Paint & Paint Supplies	785	1,000	400	1,000
	<b>Total Commodities</b>	<b>\$58,253</b>	<b>\$100,430</b>	<b>\$85,800</b>	<b>\$96,930</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4417	Animal Control	0	1,000	0	1,000
4432	Mailbox Reimbursements	0	25,000	5,000	10,000
4445	Repairs: Vehicle & Equipment	1,508	10,000	10,000	10,000
4454	Equipment Services	7,640	30,000	14,000	25,000
4456	Arbor & Stump Removal	64,998	75,000	85,000	220,500
4461	Machinery & Equipment Rental	2,500	2,500	2,350	10,000
4469	JULIE Contract	3,080	3,200	3,111	3,200
4474	Leaf Disposal	15,240	20,000	19,500	22,000
4486	Refuse Removal	4,685	10,000	6,800	10,000
4491	Parkway Screening	0	37,500	0	37,500
4492	Parkway Tree Planting	37,915	46,350	44,250	203,600
4494	Lawn Maintenance	18,907	30,182	30,182	30,183
	<b>Total Contractual Services</b>	<b>\$156,473</b>	<b>\$290,732</b>	<b>\$220,193</b>	<b>\$582,983</b>
<b><u>CAPITAL OUTLAY</u></b>					
4568	Sidewalks/Curbs	30,111	25,000	25,000	25,000
4575	Heavy Duty Equipment	28,269	15,300	15,100	0
4587	Drainage Projects	0	10,000	0	10,000
	<b>Total Capital Outlay</b>	<b>\$58,380</b>	<b>\$50,300</b>	<b>\$40,100</b>	<b>\$35,000</b>
	<b>Total Parkway Maintenance</b>	<b>\$653,961</b>	<b>\$973,006</b>	<b>\$876,785</b>	<b>\$1,297,179</b>

**Budget Notes for General Fund Program 482 - Parkway Maintenance**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4334	Chemicals & Supplies Mosquito abatement chemicals, oxygen, acetylene & argon gasses, weed killers, fertilizers & anti- corrosion products	22,000	4417	Animal Control Removal services in storm sewers & waterways	1,000
	Total	22,000		Total	1,000
4360	Minor Equipment & Tools Shovels, rakes, chains, drills & bits, saws, blades, shop tools, etc. 16" Cut off Saw Chainsaws (x2)	4,000 1,250 1,500	4432	Mailbox Reimbursements 80 boxes @ \$125 ea.	10,000
	Total	6,750		Total	10,000
4362	Safety Gear & Uniforms Uniforms \$480/ea.-5 employees Safety vests, gloves, exhaust systems, personal breathing apparatus, safety glasses, cones, etc.	2,400 2,280	4456	Arbor & Stump Removal Ash tree removal (1,575 trees)	220,500
	Total	4,680		Total	220,500
4377	Rock, Sand & Soil Sod damage repairs, slab jack mat'l	12,000	4461	Machinery & Equipment Small equipment for short- term projects	10,000
	Total	12,000		Total	10,000
4380	Drainage Material & Pipe Steel culverts, concrete pipe, catch basins, frames & covers, flexible drainage pipe & associated materials for the repair and replacement of existing drainage systems as well as installations to alleviate drainage problems.	20,000	4474	Leaf Disposal Hauling & disposal of leaves collected throughout the Village	22,000
	Total	20,000		Total	22,000
4381	Paint & Paint Supplies For building maintenance	1,000	4491	Parkway Screening AT & T U- Verse box screening	37,500
	Total	1,000		Total	37,500
4469	JULIE Contract 1/3 of cost of locate services	3,200	4492	Parkway Tree Planting 700 trees @ \$290 each Suburban Tree Consortium	203,000
	Total	3,200		Total	203,600
4486	Refuse Removal Dump debris-spoils, dirt, etc. as required by statutes	10,000			
	Total	10,000			

**Budget Notes for General Fund Program 482 - Parkway Maintenance**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
			4494	Lawn Maintenance	
4568	Sidewalks/Curbs			Finish cut &	
	Replace existing sidewalks as needed	25,000		mowing	30183
	Total	25,000		ROW	
				Total	30,183
4587	Drainage Projects				
	Replace Country Charm box	10,000			
	Total	10,000			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016**  
**General Fund**  
**Program 483 - Building Maintenance**

**Program Description:**

To deliver maintenance services to Village owned facilities, which preserve and protect the Village's investment in public facilities and meet the needs of internal and external customers for safe, functional, and presentable public facilities.

**Program Activities:**

Preventative maintenance and repairs or renovations of Village buildings.

Repair, maintenance and alteration of mechanical, electrical, heating and air conditioning, structural and roofing, and ventilation systems.

Repair or replacement of office furniture and on-time infrastructure repairs.

Routine maintenance and emergency repair contracts for all mechanical and office equipment.

Maintenance and routine care of landscaped areas adjacent to all buildings including care of trees, shrubs, flowers and lawns

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Facilities/Ground Manager	1.00	1.00
Custodian	1.00	1.00
Part-Time Custodian	1.00	1.00
<b>Total FTE</b>	<b>3.00</b>	<b>3.00</b>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2013 Ford F150 Pickup (VB-2)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	201,130	228,290	227,856	206,937
Commodities	35,758	37,760	37,260	38,860
Contractual	257,528	282,162	312,900	349,987
Capital Outlay	22,900	56,550	46,000	75,110
<b>TOTAL</b>	<b>\$517,316</b>	<b>\$604,762</b>	<b>\$624,016</b>	<b>\$670,894</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 483 - BUILDING MAINTENANCE	ACCT NO 10-483			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>PERSONAL SERVICES</u></b>				
4101	Salaries: Full-Time	123,497	136,381	139,238	113,125
4102	Salaries: Part-Time	11,529	20,000	17,000	20,000
4105	Overtime Pay	943	1,000	1,000	4,400
4203	Pension Contribution-IMRF/FICA	27,625	31,891	31,891	29,100
4207	Medical & Life Insurance	37,536	39,018	38,727	40,312
	<b>Total Personal Services</b>	<u>\$201,130</u>	<u>\$228,290</u>	<u>\$227,856</u>	<u>\$206,937</u>
	<b><u>COMMODITIES</u></b>				
4330	Vehicle Fuel & Oil	1,212	1,300	1,300	1,300
4350	Bldg. Maint. Supplies	33,338	34,500	34,500	36,000
4354	Vehicle Supplies & Equip.	318	1,000	500	500
4362	Safety Gear & Uniforms	890	960	960	1,060
	<b>Total Commodities</b>	<u>\$35,758</u>	<u>\$37,760</u>	<u>\$37,260</u>	<u>\$38,860</u>
	<b><u>CONTRACTUAL SERVICES</u></b>				
4439	Commons Maintenance Supplies	4,423	17,000	8,500	14,000
4444	Electric & Gas	95,707	70,000	120,000	126,000
4445	Repairs: Vehicle & Equipment	109	1,000	500	1,000
4447	Maintenance Contracts	39,703	52,958	42,000	44,271
4450	Repair: Building	58,917	47,600	54,000	60,000
4451	Janitorial & Maint. Service	30,690	38,000	36,000	56,300
4454	Equipment Services	568	3,000	600	1,500
4481	Professional Memberships	90	100	300	90
4494	Lawn Maintenance	27,321	52,504	51,000	46,826
	<b>Total Contractual Services</b>	<u>\$257,528</u>	<u>\$282,162</u>	<u>\$312,900</u>	<u>\$349,987</u>
	<b><u>CAPITAL OUTLAY</u></b>				
4530	Building Improvements	22,900	56,550	46,000	75,110
	<b>Total Capital Outlay</b>	<u>\$22,900</u>	<u>\$56,550</u>	<u>\$46,000</u>	<u>\$75,110</u>
	<b>Total Building Maintenance</b>	<u><u>\$517,316</u></u>	<u><u>\$604,762</u></u>	<u><u>\$624,016</u></u>	<u><u>\$670,894</u></u>

**Budget Notes for General Fund Program 483 - Building Maintenance**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4350	Bldg. Maint. Supplies Cleaning supplies such as soap, cleaners, waxes, towels, tissue, garbage bags, paint, solvent, ice melt, fertilizer, floor mats for Village Hall, PW Building and PD Station	36,000	4362	Safety Gear & Uniforms First Aid Supp. Uniforms for 2 @ \$480 ea.	100 960
	<b>Total</b>	<b>36,000</b>		<b>Total</b>	<b>1,060</b>
4439	Commons Maintenance Supplies Various maintenance supplies such as sprinkler parts and repairs, bathroom supplies, concession stand supplies, etc.	14,000	4451	Janitorial & Maint. Service Cleaning svc. Grout Cleaning Windows Carpet	45,200 2,500 2,800 5,800
	<b>Total</b>	<b>14,000</b>		<b>Total</b>	<b>56,300</b>
4444	Electric & Gas Village Hall, PW Building and PD Station electric & gas utilities	126,000	4494	Lawn Maintenance Mulch VH, PW, PD, Commons incl. fertilizer Commons Hardscape Planters, Flwrs/Bushes	17,000 18,626 10,000 1,200
	<b>Total</b>	<b>126,000</b>		<b>Total</b>	<b>46,826</b>
4447	Maintenance Contracts Pest Control for Village Hall, PW Garage & Police Dept. RPZ annual maintenance Fire Extinguishers VH, PW, PD irrigation/pond Elevator annual maintenance Elevator hydraulic pressure Alarm Test VH, PW, PD Security System for VH, PW, PD, Commons & PW Bldgs (2) Ice Machine Fire Alarm Inspection Generators annual service Boiler Water Service AS 400 software support AS400 Network support IBM hardware/software support BMI License ASCAP License Concession License (WCHD) Commons Sirius XP Subscript.	5,460 1,800 800 5,400 7,900 900 4,500 2,496 1,020 350 2,850 2,000 3,785 1,700 2,300 350 350 100 210	4481	Prof. Memb. Sams Club	90
	<b>Total</b>	<b>44,271</b>		<b>Total</b>	<b>90</b>
			4530	Building Improvements PD Entrance Brick Repair Commons Pergola Compressor replacement Various Interior & Exterior Paint Concession Stand Paint	10,000 4,740 9,500 45,000 5,870
				<b>Total</b>	<b>75,110</b>
			4450	Repair: Building All mtl/repairs involving the VH, PW & PD	60,000
				<b>Total</b>	<b>60,000</b>

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 484 - Traffic Control**

**Program Description:**

Protect the Village's capital investment in traffic signals/traffic signage and maintain them in a safe and usable condition at all times. The program is also responsible for ensuring that an outage is repaired timely.

**Program Activities:**

Traffic Signals - Routine inspections and maintenance on all traffic signals to make sure they are functioning properly.

Traffic Signage - Routine inspections and maintenance of signs to ensure information and direction on the signs can be easily read by the public.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Streets Laborer	0.25	0.50
Total FTE	0.25	0.50

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2015 Ford F250 Pickup Lift Gate (ST-44)	0	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	49,722	17,629	19,347	47,315
Commodities	24,971	27,430	20,630	36,480
Contractual	34,455	52,891	50,300	54,490
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$109,148</b>	<b>\$97,950</b>	<b>\$90,277</b>	<b>\$138,285</b>

**Budget Commentary:**

Adjusted the amount of time spent in this program by the Street Laborer in 2015-16.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 484 - TRAFFIC CONTROL	ACCT NO 10-484			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	35,373	12,617	13,970	36,900
4105	Overtime	640	500	500	1,000
4203	Pension Contribution-IMRF/FICA	7,496	2,682	2,843	5,742
4207	Medical & Life Insurance	6,213	1,830	2,034	3,673
	<b>Total Personal Services</b>	<b>\$49,722</b>	<b>\$17,629</b>	<b>\$19,347</b>	<b>\$47,315</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	2,604	4,000	2,200	4,000
4354	Vehicle Supplies & Equipment	2,416	3,000	1,000	2,000
4362	Safety Gear & Uniforms	430	430	430	480
4370	Traffic & Street Sign Material	19,521	20,000	17,000	30,000
	<b>Total Commodities</b>	<b>\$24,971</b>	<b>\$27,430</b>	<b>\$20,630</b>	<b>\$36,480</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4445	Repairs: Vehicle & Equipment	9,267	1,000	500	1,000
4447	Maintenance Contracts	24,827	48,891	48,000	50,490
4454	Equipment Services	361	3,000	1,800	3,000
	<b>Total Contractual Services</b>	<b>\$34,455</b>	<b>\$52,891</b>	<b>\$50,300</b>	<b>\$54,490</b>
	<b>Total Traffic Control</b>	<b>\$109,148</b>	<b>\$97,950</b>	<b>\$90,277</b>	<b>\$138,285</b>

**Budget Notes for General Fund Program 484 - Traffic Control**

<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	<u>Object Code</u>	<u>Description</u>	<u>Amount</u>
4362	Safety Gear & Uniforms				
	Uniforms \$480/ea-1 employee	480			
	Total	480			
4370	Traffic Sign Material				
	Gougar Road delineator replacement	10,000			
	Sign posts, bolts, banding & brackets, pavement striping materials, Quiet Zone delineators	20,000			
	Total	30,000			
4447	Maintenance Contracts				
	<u>Traffic Signal Maintenance for:</u>				
	<u>IDOT</u>				
	Rt. 30 & Vine (West)-\$130/mo.	1,560			
	Rt. 30 & Vine (East)-\$130/mo.	1,560			
	Rt. 30 & Nelson Road-\$130/mo.	1,560			
	Rt. 30 & Schoolhouse Rd-\$97.50/mo.	1,170			
	Rt. 30 & Vancina-\$390/mo.	4,680			
	Rt. 30 & Prairie-\$390/mo.	4,680			
	Rt. 30 & Marley-\$195/mo.	2,340			
	Rt. 30 & Cedar-\$195/mo.	2,340			
	Rt. 30 & Joliet Hwy.-\$195/mo.	2,340			
	Rt. 30 & Williams-\$390/mo.	4,680			
	Gougar Road & Rt. 6-\$97.50/mo.	1,170			
	Silver Cross & Rt. 6-\$390/mo.	4,680			
	<u>Will County Department of Transp.</u>				
	Laraway Road & Calistoga	2,004			
	Laraway Road & Tower Rd.	2,004			
	Laraway Road & Schoolhouse Rd.	1,002			
	<u>Meade</u>				
	Cedar Road & Illinios Hwy.-\$140/mo.	1,680			
	Cedar Road & Francis Rd.-\$140/mo.	1,680			
	Cedar Road & Laraway Rd.-\$140/mo.	1,680			
	Gougar Road & Haven Ave.-\$140/mo.	1,680			
	Emergency Repairs to Signals	6,000			
	Total	50,490			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 485 - Stormwater System Maintenance**

**Program Description:**

This program is new for FY 2014-15. In FY 2013-14 the Village purchased a vactor which is used to clean the stormwater system among other things.

**Program Activities:**

Inspection and cleaning of Village stormwater system.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Laborer-Streets	0.75	0.75
Laborer-Streets	0.75	0.25
<b>Total FTE</b>	<b>1.50</b>	<b>1.00</b>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2007 Chevy Silverado 2500 HD (ST-20)	1	1
2013 IHC 7500 Vactor Sewer Cleaner 2112 (PW-1)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	77,205	108,898	107,268	81,390
Commodities	13,088	20,200	9,100	16,000
Contractual	1,010	10,500	3,500	10,500
Capital Outlay	11,860	5,000	1,210	3,000
<b>TOTAL</b>	<b>\$103,163</b>	<b>\$144,598</b>	<b>\$121,078</b>	<b>\$110,890</b>

**Budget Commentary:**

This budget is shared with the Sewer Fund and is reimbursed through a fund transfer 50% of its operations annually. Personnel changes were made in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 485 - STORMWATER SYSTEM MAINTENANCE	ACCT NO 10-485			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	42,283	70,326	73,846	51,232
4102	Salaries: Part-Time	5,294	5,400	5,400	5,000
4105	Overtime	596	2,000	500	2,000
4203	Pension Contribution-IMRF/FICA	9,342	20,200	15,681	12,000
4207	Medical & Life Insurance	19,690	10,972	11,841	11,158
	<b>Total Personal Services</b>	<b>\$77,205</b>	<b>\$108,898</b>	<b>\$107,268</b>	<b>\$81,390</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	8,198	15,000	7,300	12,000
4354	Vehicle Supplies & Equipment	0	3,000	500	2,000
4360	Minor Equipment & Tools	4,143	1,000	1,000	1,000
4362	Safety Gear & Uniforms	747	1,200	300	1,000
	<b>Total Commodities</b>	<b>\$13,088</b>	<b>\$20,200</b>	<b>\$9,100</b>	<b>\$16,000</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4445	Repairs: Vehicle & Equipment	0	2,000	1,000	2,000
4454	Equipment Services	0	6,000	2,000	6,000
4486	Refuse Removal	1,010	2,500	500	2,500
	<b>Total Contractual Services</b>	<b>\$1,010</b>	<b>\$10,500</b>	<b>\$3,500</b>	<b>\$10,500</b>
<b><u>CAPITAL OUTLAY</u></b>					
4558	NPDES Permit	0	1,000	1,000	1,000
4575	Heavy Duty Equipment	11,860	4,000	210	2,000
	<b>Total Capital Outlay</b>	<b>\$11,860</b>	<b>\$5,000</b>	<b>\$1,210</b>	<b>\$3,000</b>
	<b>Total Stormwater System Maint.</b>	<b>\$103,163</b>	<b>\$144,598</b>	<b>\$121,078</b>	<b>\$110,890</b>

**Budget Notes for General Fund Program 485 - Stormwater System Maintenance**

Object Code	Description	Amount	Object Code	Description	Amount
4360	Minor Equipment & Tools		4575	Heavy Duty Equipment	
	Manhole hooks, supplies, etc.	1,000		Culvert	2,000
	<b>Total</b>	<b>1,000</b>		Jetter Head	
				<b>Total</b>	<b>2,000</b>
4362	Safety Gear & Uniforms				
	Tyvec suits, gloves, safety glasses	1,000			
	<b>Total</b>	<b>1,000</b>			
4486	Refuse Removal				
	Disposal fees	2,500			
	<b>Total</b>	<b>2,500</b>			

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 490 - Street Lighting**

**Program Description:**

Protect the Village's capital investment in street lighting and maintain them in a safe and usable condition at all times. When an outage is reported, it will be repaired in a timely manner.

**Program Activities:**

Street Lighting - Routine inspections and maintenance on all street lights to make sure they are functioning properly.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Laborer-Streets	0.25	0.25
Total FTE	0.25	0.25

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2015 Ford F-450 Aerial Truck (ST-49)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	30,360	19,529	20,365	20,636
Commodities	26,475	55,300	63,474	111,500
Contractual	103,644	99,000	104,700	114,880
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>\$160,479</b>	<b>\$173,829</b>	<b>\$188,539</b>	<b>\$247,016</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 490 - STREET LIGHTING	ACCT NO 10-490			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	20,127	11,665	12,375	12,435
4105	Overtime	795	500	508	500
4203	Pension Contribution-IMRF/FICA	4,367	2,487	2,610	2,662
4207	Medical & Life Insurance	5,071	4,877	4,872	5,039
	<b>Total Personal Services</b>	<b>\$30,360</b>	<b>\$19,529</b>	<b>\$20,365</b>	<b>\$20,636</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	5,653	6,000	4,600	5,500
4333	Operating Supplies	17,594	45,000	57,874	102,000
4354	Vehicle Supplies & Equipment	3,228	4,000	1,000	3,000
4362	Safety Gear & Uniforms	0	300	0	1,000
	<b>Total Commodities</b>	<b>\$26,475</b>	<b>\$55,300</b>	<b>\$63,474</b>	<b>\$111,500</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4441	Electric & Maint. Rate 23-CWE lights	19,006	40,000	38,000	40,000
4444	Electric & Maint. Rate 25-VNL lights	46,736	35,000	50,000	50,000
4445	Repairs: Vehicle & Equipment	649	2,000	2,500	2,000
4454	Equipment Services	1,761	6,000	4,200	4,000
4457	Repair: Fixed & Operating	34,992	14,000	9,000	15,880
4461	Machinery & Equipment Rental	500	2,000	1,000	3,000
	<b>Total Contractual Services</b>	<b>\$103,644</b>	<b>\$99,000</b>	<b>\$104,700</b>	<b>\$114,880</b>
	<b>Total Street Lighting</b>	<b>\$160,479</b>	<b>\$173,829</b>	<b>\$188,539</b>	<b>\$247,016</b>

**Budget Notes for General Fund Program 490 - Street Lighting**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4333	Operating Supplies	
	Route 30-161W LED Lights	57,000
	Supplies for the maintenance of the street lights, installation of new lights and disconnect switches. These include the following: bulbs, photocells, lenses, fixtures, poles, cable & disconnect switches.	45,000
	Total	<u>102,000</u>
4362	Safety Gear & Uniforms	
	Lanyard & safety harness	1,000
	Total	<u>1,000</u>
4441	Electric & Maint. Rate 23-CWE lights	
	Rate 23 fixtures owned & operated by Com Ed (ie. Those not serviced by underground wires)	40,000
	Total	<u>40,000</u>
4444	Electric & Maint. Rate 25-Village	
	Electrical charges for street lights-Rate 25 Village owned & maintained (ie. Those serviced by underground wires)	50,000
	Total	<u>50,000</u>
4457	Repairs: Fixed & Operating	
	Route 30 LED Conversion Swap Out	11,880
	Replacement of concrete light poles & repair of light poles Village equipment can not reach	4,000
	Total	<u>15,880</u>
4461	Machinery & Equipment Rental	
	Trencher rental for cable repairs	3,000
	Total	<u>3,000</u>

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VILLAGE OF NEW LENOX

**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 830 - Community Access Television (Cable)**



**Program Objective:**

To increase community awareness among citizens by airing municipal, educational and social events within the New Lenox community.

**Program Activities:**

Television coverage including, but not limited to, the following:

- Village Board meetings
- School & Park District Board meetings
- Community programs and services
- Local Village events such as parades, expos, etc.
- Digital bulletin board
- Interviews with elected officials and other noteworthy individuals

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Cable Coordinator	1	1
Total FTE	1	1

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2014 Ford Escape (AV-2)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	64,947	69,175	71,205	73,530
Commodities	393	2,750	1,760	2,750
Contractual	1,577	4,125	5,982	8,125
Capital Outlay	19,858	27,219	27,767	21,425
<b>TOTAL</b>	<b>\$86,775</b>	<b>\$103,269</b>	<b>\$106,714</b>	<b>\$105,830</b>

**Budget Commentary:**

The PEG (public, educational and governmental) fee was collected beginning in FY 2013-14. This will bring in an estimated \$21,000 annually for the next 10 years to be used for CATV capital equipment.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 830 - COMMUNITY ACCESS TELEVISION (Cable)	ACCT NO 10-830			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	47,469	50,859	52,647	54,216
4203	Pension Contribution-IMRF/FICA	9,874	10,394	10,696	11,156
4207	Medical & Life Insurance	7,604	7,922	7,862	8,158
	<b>Total Personal Services</b>	<b>\$64,947</b>	<b>\$69,175</b>	<b>\$71,205</b>	<b>\$73,530</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	188	600	300	600
4330	Vehicle Fuel & Oil	119	200	120	200
4354	Vehicle Supplies & Equipment	0	500	40	500
4357	Video Supplies	86	1,150	1,000	1,150
4362	Safety Gear & Uniforms	0	300	300	300
	<b>Total Commodities</b>	<b>\$393</b>	<b>\$2,750</b>	<b>\$1,760</b>	<b>\$2,750</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4420	Telephone Services	502	600	550	600
4426	Meeting & Expense Allowance	299	400	300	400
4427	Education & Training	375	375	375	375
4446	Repair: Building & Facility	0	250	57	250
4454	Equipment Services	0	500	0	500
4457	Repair: Fixed & Operating Equip.	401	2,000	4,700	6,000
	<b>Total Contractual Services</b>	<b>\$1,577</b>	<b>\$4,125</b>	<b>\$5,982</b>	<b>\$8,125</b>
<b><u>CAPITAL OUTLAY</u></b>					
4530	Board Room Equipment	0	0	0	0
4579	Video Equipment	18,800	27,219	27,767	10,725
4582	Building Improvements	1,058	0	0	10,700
	<b>Total Capital Outlay</b>	<b>\$19,858</b>	<b>\$27,219</b>	<b>\$27,767</b>	<b>\$21,425</b>
<b>Total Community Access Television</b>		<b>\$86,775</b>	<b>\$103,269</b>	<b>\$106,714</b>	<b>\$105,830</b>

**Budget Notes for General Fund Program 830 - Community Access Television**

<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	<u>Object Code</u>	<u>Description</u>	<u>Amount</u>
4310	General Office Supplies		4426	Meeting & Expense Allowance	
	Mailings, offices supplies, promotional item	600		Hosting mtgs.	400
	Total	600		Total	400
4357	Video Supplies		4427	Education & Training	
	Adobe subscription	600		Linda.com	375
	Camera tapes	100		Total	375
	Batteries	100	4446	Repairs: Building & Facility	
	Light bulbs	100		Studio Improv.	250
	Show materials	150		Total	250
	Taping fees & show expenses	100	4457	Repairs: Fixed & Operating Equip.	
	Total	1,150		Camera repairs	6,000
4362	Safety Gear & Uniforms			Total	6,000
	Volunteer hats and t-shirts	300	4582	Building Improvements	
	Total	300		Branding	300
4579	Video Equipment			Windscreens	
	HD Camera & accessories	4,250		LTO File	4,000
	Wireless Video Transmitter	3,900		Storage System	
	Slider Dolly	900		HD Video	
	Slider Power Unit	300		Switcher w/ laptop,	5,000
	GoPro with accessories	500		recorder/case	
	On Camera Video Monitor 7"	475		Edit System	1,400
	On Camera Audio Recorder with accessories	400		Upgrades	
	Total	10,725		Total	10,700

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 835 - Community Benefit (Special Events)**

**Program Objective:**

Many events are held throughout the year in the New Lenox Commons and the Village Hall. These events benefit the community as a whole. Most of the events are free, however, the Triple Play Concert Series and some special additional concerts require a paid ticket. The ticket sales, concert beer sales and sponsors cover the cost of the concerts and a portion of the free public community events.

**Program Activities:**

- Distribute the annual community calendar promoting the Village events for 2016
- Promote and sell 5,000 tickets for the Two Triple Play Concert Series-Summer 2017
- Host the Christmas in the Commons in December 2016
- Show 12 movies on Wednesdays throughout the summer including at least one special themed night such as a Ladies Night
- Host the 4th of July activities in the Commons including fireworks and entertainment

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Special Events Coordinator (hired February 2016)	1	1
Total FTE	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	88,623	93,000	158,113	256,831
Commodities	-	-	-	-
Contractual	611,267	999,500	978,578	995,900
Capital Outlay	25,401	21,000	21,000	203,262
<b>TOTAL</b>	<b>\$725,291</b>	<b>\$1,113,500</b>	<b>\$1,157,691</b>	<b>\$1,455,993</b>

**Budget Commentary:**

Down payments for the bands performing in the 2016 Triple Play Concert Series was paid in FY 2015-16. Likewise, this budget includes the down payments for the 2017 Triple Play Concert Series.

Hired a Special Events Coordinator in February 2016. Personnel costs reflect this new position.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 835 - COMMUNITY BENEFIT (SPECIAL EVENTS)	ACCT NO 10-835			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>PERSONNEL SERVICES</u></b>				
4101	Salaries: Full-Time	0	0	9,781	53,575
4102	Salaries: Part-Time	15,691	16,500	26,800	27,200
4105	Overtime	62,391	65,000	102,500	125,000
4203	Pension Contribution	10,541	11,500	19,032	30,900
4207	Medical & Life Insurance	0	0	0	20,156
	<b>Total Personnel Services</b>	<b>\$88,623</b>	<b>\$93,000</b>	<b>\$158,113</b>	<b>\$256,831</b>
	<b><u>CONTRACTUAL SERVICES</u></b>				
4442	Country in the Commons	0	260,000	241,214	0
4443	Movie Nights	5,876	8,000	6,446	8,000
4473	Community Events	1,029	3,000	2,147	3,000
4477	Commons-4th of July	12,859	25,000	23,091	25,000
4478	Commons Events	13,891	20,500	22,997	35,900
4479	Triple Play Concert Series	564,672	670,000	682,249	924,000
4480	Sports Camp-Concert	12,940	13,000	434	0
	<b>Total Contractual Services</b>	<b>\$611,267</b>	<b>\$999,500</b>	<b>\$978,578</b>	<b>\$995,900</b>
	<b><u>CAPITAL OUTLAY</u></b>				
4580	Community Improvements	25,401	21,000	21,000	203,262
	<b>Total Capital Outlay</b>	<b>\$25,401</b>	<b>\$21,000</b>	<b>\$21,000</b>	<b>\$203,262</b>
	<b>Total Community Benefit</b>	<b>\$725,291</b>	<b>\$1,113,500</b>	<b>\$1,157,691</b>	<b>\$1,455,993</b>

**Budget Notes for General Fund Program 835 - Community Benefit**

<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	<u>Object Code</u>	<u>Description</u>	<u>Amount</u>
4473	Community Events		4443	Movie Nights	
	Kids Fest	2,500		12 movies	
	Misc. items	500		@ \$500	6,000
	<b>Total</b>	<b>3,000</b>		each	
				Special	
4477	Commons Events-4th of July			events	2,000
	Fireworks	12,000		expenses	
	Musical entertainment	2,000		<b>Total</b>	<b>8,000</b>
	Porta-Potties	1,200			
	Other activities	8,000			
	Misc. supplies	1,800	4580	Community Improvements	
	<b>Total</b>	<b>25,000</b>		<u>Commons Decorations</u>	
4478	Commons Events			Christmas	
	"Free" concerts (6 total)	3,350		incl. giant	130,689
	Ladies Night Out supplies	1,100		Santa	
	Bands & Brews	15,000		Install.	31,073
	Christmas in the Commons	5,000		Rt. 30	
	Wine & Jazz Nights (2)	5,000		Street Pole	15,000
	Advertisement-Commons Events	1,250		décor.	
	NL Community Band-stipends	2,500		American	2,000
	NL Community Band-Directors (2	1,000		Flags	
	performances-\$500 ea.)			Wreaths	500
	NL Community Band supplies:	1,700		Barricade	22,000
	additional stands & stand cart			fencing	
	<b>Total</b>	<b>35,900</b>		Banners -	2,000
				parking lot	
				<b>Total</b>	<b>203,262</b>
4479	Triple Play Concerts				
	2017 Series: Band deposits & ticket				
	expenses	262,500			
	2016 Series: Balance of Band Fees,				
	lighting/sound, RV rentals, volunteers,				
	wine/beer, liquor license, porta-potties,	661,500			
	equipment rental, meals, volunteers,				
	weather insurance, other supplies				
	<b>Total</b>	<b>924,000</b>			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
General Fund  
Program 840 - Garbage Disposal**

**Program Activities:**

This activity provides for the pick-up and disposal of garbage and refuse for all Village single family and multi-family residents, as well as one pick-up per week for commercial establishments. Additionally, all residential properties are afforded bi-weekly curbside recycling pick-up for glass, newspaper, aluminum, plastic, junk mail and residential cardboard, and ferrous can materials.

**Program Objective:**

This program accounts for the weekly pick-up and disposal of all residential garbage and refuse and curbside recycling pick-up. The Village's program is a comprehensive attempt to reduce overall refuse volumes by offering residents the opportunity to recycle their waste through curbside recycling. As of October 1, 2014, the Village entered into a 10-year contract with Nu-Way Disposal which revamped the refuse program. Under this contract, all recycling, refuse and yardwaste services and billing are handled by Nu-Way. The Village sells the yardwaste stickers and garbage stickers (for overflow garbage bags) on behalf of Nu-Way. The yardwaste program continues to include an 8-week period where bagged leaves will be collected free of charge.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	16,865	14,555	17,190
Contractual	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$0</b>	<b>\$16,865</b>	<b>\$14,555</b>	<b>\$17,190</b>

**Budget Commentary:**

Prior to FY 2015-16, the Garbage Funding was derived through property tax, sticker sales, and recycling fees at \$2.65 per home per month. With the new 10-year contract where all garbage related expenses are incurred by Nu-Way there was no need to levy a property taxes in 2014 and the recycling fee was terminated on the November 1, 2014 utility bill. Effective FY 2015-16 and forward, the only revenue and expenses that the Village accounts for is the purchase and sale of garbage and yardwaste stickers. The Village purchases their inventory of stickers from Nu-Way and sells them to the residents. Since there is no longer a property tax levied for this activity, Fund 11-Garbage Disposal Fund was closed to the General Fund during this FY 2015-16 and the commodities needed to be purchased are now funded in this new program in the General Fund.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GENERAL FUND	PROGRAM 840 - GARBAGE DISPOSAL	ACCT NO 10-840			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>COMMODITIES</u></b>					
4363	Yard Waste Stickers	0	15,015	12,705	15,340
4366	Garbage Bag Stickers	0	1,850	1,850	1,850
	<b>Total Commodities</b>	<u>\$0</u>	<u>\$16,865</u>	<u>\$14,555</u>	<u>\$17,190</u>
	<b>Total Garbage Disposal</b>	<u>\$0</u>	<u>\$16,865</u>	<u>\$14,555</u>	<u>\$17,190</u>

**Budget Notes for General Fund Program 840-Garbage Disposal**

Object Code	Description	Amount
4363	Yard Waste Sticker	
	6,500 stickers @ \$2.36/sticker	
	(est.)	<u>15,340</u>
	Total	15,340
4366	Garbage Bag Stickers	
	1,000 stickers @ \$1.85/sticker	<u>1,850</u>
	Total	1,850

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Fund 11 - Garbage Disposal  
Garbage Disposal**

**Fund Description:**

This activity provides for the pick-up and disposal of garbage and refuse for all Village single family and multi-family residents, as well as one pick-up per week for commercial establishments. Additionally, all residential properties are afforded bi-weekly curbside recycling pick-up for glass, newspaper, aluminum, plastic, junk mail and residential cardboard, and ferrous can materials.

**Fund Objectives:**

This fund accounts for the weekly pick-up and disposal of all residential garbage and refuse and curbside recycling pick-up. The Village's program is a comprehensive attempt to reduce overall refuse volumes by offering residents the opportunity to recycle their waste through curbside recycling. As of October 1, 2014, the Village entered into a 10-year contract with Nu-Way Disposal which revamped the refuse program. Under this contract, all recycling, refuse and yardwaste services and billing are handled by Nu-Way. The Village sells the yardwaste stickers and garbage stickers (for overflow garbage bags) on behalf of Nu-Way. The yardwaste program continues to include an 8-week period where bagged leaves will be collected free of charge.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	13,635	-	-	-
Contractual	139,920	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	52,145	86,906	-
<b>TOTAL</b>	<u>\$153,555</u>	<u>\$52,145</u>	<u>\$86,906</u>	<u>\$0</u>

**Budget Commentary:**

This fund was closed in FY 15-16 to the General Fund. There is no need to have a separate fund since there is no longer a property tax levy. All activity, sticker purchases and sales, has been moved to the General Fund.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

GARBAGE FUND	GARBAGE DISPOSAL			ACCT NO 11-840	
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<u>COMMODITIES</u>				
4363	Yard Waste Stickers	13,635	0	0	0
4366	Garbage Bag Stickers	0	0	0	0
	<b>Total Commodities</b>	<u>\$13,635</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<u>CONTRACTUAL SERVICES</u>				
4403	Administrative Costs	2,700	0	0	0
4475	Recycling Service	99,720	0	0	0
4486	Refuse Collection	37,500	0	0	0
	<b>Total Contractual Services</b>	<u>\$139,920</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<u>TRANSFERS</u>				
4910	To General Fund	0	52,145	86,906	0
	<b>Total Transfers</b>	<u>\$0</u>	<u>\$52,145</u>	<u>\$86,906</u>	<u>\$0</u>
	<b>Total Garbage Disposal</b>	<u>\$153,555</u>	<u>\$52,145</u>	<u>\$86,906</u>	<u>\$0</u>

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016**  
**Fund 13-Seizure & Forfeiture Funds**  
**Seizure & Forfeiture Funds**

**Fund Description:**

Established in FY 2010-11, this fund accounts for the monies received as a participant in the U.S. Department of Homeland Securities Immigration and Customs Enforcement Agency (Agency). The New Lenox Police Department has dedicated on patrol officer to participate in joint investigations with federal, state and local law enforcement agencies to enforce federal criminal laws. Joint investigations may originate from participation on a federal task force or a formal task force comprised of state and local agencies or from state of local investigations that are developed into federal cases.

**Fund Objectives:**

To account for the funds received from the U.S. Department of Homeland Securities Immigration and Customs Enforcement Agency. The equitable shared funds shall be used by law enforcement agencies for law enforcement purposes only. Permissible uses include law enforcement investigations, law enforcement training, law enforcement and detention facilities, law enforcement equipment, etc. as listed in the Guide to Equitable Sharing. As the Village receives funds, they will be accounted for in this fund.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	238	-	-	-
Contractual	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	187,460	-	207,451	210,000
<b>TOTAL</b>	<b>\$187,698</b>	<b>\$0</b>	<b>\$207,451</b>	<b>\$210,000</b>

**Budget Commentary:**

Funds are derived from participation in the U.S. Department of Homeland Securities Immigration and Customs Enforcement Agency. If there are no funds seized, the transfer to equipment replacement for new police vehicles will not occur.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

SEIZURE AND FORFEITURE FUND		DEPARTMENT ACTIVITY			ACCT NO 13-451
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>COMMODITIES</u></b>				
4310	General Office Supplies	238	0		0
	<b>Total Contractual Services</b>	<u>\$238</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<b><u>CONTRACTUAL SERVICES</u></b>				
4487	Contributions	0	0		0
	<b>Total Contractual Services</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<b><u>TRANSFERS</u></b>				
4952	To Equipment Replacement	187,460	0	207,451	210,000
	<b>Total Transfers</b>	<u>\$187,460</u>	<u>\$0</u>	<u>\$207,451</u>	<u>\$210,000</u>
	<b>Total Seizure &amp; Forfeiture Fund</b>	<u><u>\$187,698</u></u>	<u><u>\$0</u></u>	<u><u>\$207,451</u></u>	<u><u>\$210,000</u></u>

**Budget Notes for Fund 13 - Seizure & Forfeiture Fund**

Object Code	Description	Amount
4952	Transfer to Equipment Replacement If funds are distributed they will be transferred to cover a portion of the cost of new vehicles	<u>210,000</u>
	Total	<u>210,000</u>

**VILLAGE OF NEW LENOX**

**Annual Budget for the Fiscal Year Beginning May 1, 2016  
SSA 2008-1 Fund (Fund 31)  
Program 910 - SSA 2008-1**



**Program Objective:**

To levy enough taxes to cover the annual maintenance expenses of the Central Road Detention Pond in addition to reserve funds for future detention pond improvements.

**Program Activities:**

To maintain the dry bottom detention pond located within the Wildwood Subdivision by mowing the pond as needed.

**PERSONNEL:**

None-- An outside lawn maintenance service is providing the maintenance of this detention pond.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	0	0	0	0
Commodities	0	0	0	0
Contractual	3,126	3,500	3,126	3,126
Capital Outlay	0	0	0	0
Transfers	0	0	0	0
<b>TOTAL</b>	<u>\$3,126</u>	<u>\$3,500</u>	<u>\$3,126</u>	<u>\$3,126</u>

**FUNDING:** Funds are derived from a tax levy and, when necessary, fund transfers.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

SSA 2008-1 FUND	SSA 2008-1 ACTIVITY				ACCT NO 31-910
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<u>CONTRACTUAL SERVICES</u>				
4494	Lawn Maintenance	3,126	3,500	3,126	3,126
	<b>Total Contractual Services</b>	\$3,126	\$3,500	\$3,126	\$3,126
	<b>Total SSA 2008-1</b>	\$3,126	\$3,500	\$3,126	\$3,126

**Budget Notes for Special Revenue Fund-SSA 2008-1 Activity Program 910**

Object Code	Description	Amount
4494	Lawn Maintenance	
	Mowing Central Road detention pond located in the Wildwood Subdivision (\$446.55/mo. X 7 mo.)	3,126
	Total	3,126

**VILLAGE OF NEW LENOX**

**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Fund 40 - Motor Fuel Tax  
Motor Fuel Tax**



**Fund Description:**

The Motor Fuel Tax Fund is part of the Village Road & Highway maintenance function. The fund receives its funding from the State of Illinois from taxes paid on gasoline and diesel fuel used in on-road vehicles. As per Illinois Department of Transportation regulations, MFT funds can only be expended for specific purposes dealing with roadway maintenance. These many uses include maintenance functions such as patching, stone purchasing, crackfilling, asphalt overlays, and force account equipment leasing. Additionally, these funds can be used to finance road maintenance projects, traffic signals and road & highway widening and reconstruction, etc. The funds must be used on Village roadways or County & State routes. The Village supplements the Illinois Department of Transportation Motor Fuel Tax funds with General Fund revenue from sales tax.

**Fund Activities:**

Spring and early summer activities generally consist of roadside ditching and full depth asphalt removal and replacement. Both of these functions precede the contractual bituminous overlay program which is completed before the school year begins in late summer. This program is generally followed by sod restoration of reconstruction, ditches and asphalt restoration of any damaged driveways. In addition, shoulder stone is required on those streets that lack curbs. Later in the season, crackfilling is performed.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	295,413	460,300	347,203	95,200
Contractual	1,673,187	1,336,200	1,498,510	1,840,000
Capital Outlay	-	3,500	5,400	-
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$1,968,600</b>	<b>\$1,800,000</b>	<b>\$1,851,113</b>	<b>\$1,935,200</b>

**Budget Commentary:**

Funds are derived from Statewide Motor Fuel Tax receipts distributed by the State of Illinois to the Village of New Lenox. Cities and Villages will receive approximately \$25.90 per capita in 2016-17. The Village anticipates receipts of approximately \$631,000 plus a growth allotment of \$34,000. Additionally, General Fund utility tax and home rule sales tax will fund a portion of the overlay program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

MFT FUND		MOTOR FUEL TAX ACTIVITY			ACCT NO 40-700
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>COMMODITIES</u></b>					
4375	Pavement Patching Materials	25,500	20,000	20,000	20,000
4377	Crushed Stone	9,977	10,000	10,000	12,000
4378	Road Salt & Beet Juice	238,314	390,300	280,000	23,200
4379	Seed & Sod	10,125	20,000	10,000	20,000
4380	Drainage Material & Pipe	11,497	20,000	27,203	20,000
	<b>Total Commodities</b>	\$295,413	\$460,300	\$347,203	\$95,200
<b><u>CONTRACTUAL SERVICES</u></b>					
4403	Administrative Cost	27,987	35,000	19,723	40,000
4415	Roadway Striping	0	40,000	36,687	40,000
4459	Contractual Road Maintenance	1,634,274	1,256,200	1,442,100	1,760,000
4461	Machinery & Equipment Rental	10,926	5,000	0	0
	<b>Total Contractual Services</b>	\$1,673,187	\$1,336,200	\$1,498,510	\$1,840,000
<b><u>CAPITAL OUTLAY</u></b>					
4559	Bicycle Trails	0	3,500	5,400	0
	<b>Total Capital Outlay</b>	\$0	\$3,500	\$5,400	\$0
	<b>Total Motor Fuel Tax Fund</b>	\$1,968,600	\$1,800,000	\$1,851,113	\$1,935,200

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

MFT FUND	MOTOR FUEL TAX ACTIVITY				ACCT NO 40-700
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b>Budget Notes for Motor Fuel Tax Fund</b>					
Object Code	Description	Amount	Object Code	Description	Amount
4375	Pavement Patching Materials		4403	Administrative Cost	
	Patch mixes	20,000		Asphalt testing services	40,000
	Total	20,000		Total	40,000
4377	Crushed Stone		4459	Contractual Road Maint.	
	Stone for road repairs	12,000		Annual roadway overlay contract and curb replacement	1,760,000
	Total	12,000		Total	1,760,000
4378	Road Salt & Beet Juice				
	Calcium Chloride: 16,000 gal. @ \$0.60/gallon	9,600			
	Beet juice: 10,000 gal. @\$1.36/gal	13,600			
	Total	23,200			
4379	Seed & Sod		4415	Roadway Striping	
	Parkway/ditch drainage restoration	20,000		Village road striping	40,000
	Total	20,000		Total	40,000
4380	Drainage Material & Pipe				
	Collection structures and conduit for drainage repairs	20,000			
	Total	20,000			

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Debt Service Fund Summary  
Debt Service Funds**

**Fund Objective:**

Provide clearing fund for all debt service accounts.

**Personnel:**

None

**Current Goals:**

To pay for all current debt payments on their due date.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	0	0	0	0
Commodities	0	0	0	0
Contractual	0	0	0	0
Capital Outlay	0	0	0	0
Transfers	861,733	854,195	853,695	845,255
Debt Service	4,227,173	4,777,438	4,777,163	4,782,914
<b>TOTAL</b>	<b>\$5,088,906</b>	<b>\$5,631,633</b>	<b>\$5,630,858</b>	<b>\$5,628,169</b>

**FUNDING:** See expenditure descriptions which provides details on the individual debt issues funding sources

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

OBJECT CODE	DEPARTMENT	DEBT SERVICE ACTIVITY			
	NON-DEPARTMENTAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
EXPENDITURE CLASSIFICATION					
<b><u>TRANSFERS</u></b>					
68-4936	TO 2012A G.O. Bonds	133,211	132,573	132,573	131,033
68-4963	TO 2009 G.O. Refunding Bonds	289,247	289,247	289,247	289,247
68-4978	TO 2011 G.O. Refunding Bonds-Sewer	439,275	432,375	431,875	424,975
	<b>Total Transfers</b>	<b>\$861,733</b>	<b>\$854,195</b>	<b>\$853,695</b>	<b>\$845,255</b>
<b><u>DEBT SERVICE</u></b>					
30-4620	2007 G.O. Bonds-Road Improve.-Principal	145,000	155,000	155,000	165,000
30-4660	2007 G.O. Bonds-Road Improve-Interest	116,900	110,900	110,900	104,500
30-4690	2007 G.O. Bonds-Road Improve-Fees	500	500	500	500
32-4620	2012B G.O. Bonds-Village Hall-Principal	240,000	540,000	540,000	555,000
32-4660	2012B G.O. Bonds-Village Hall-Interest	104,638	102,238	102,238	95,488
32-4690	2012B G.O. Bonds-Village Hall-Fees	525	525	525	525
33-4620	2010 G.O. Refunding-Village Hall-Principal	0	0	0	0
33-4660	2010 G.O. Refunding-Village Hall-Interest	63,407	63,408	63,408	63,408
33-4690	2010 G.O. Refunding-Village Hall-Fees	500	500	500	500
34-4620	2010 G.O. Bonds-Laraway SSA-Principal	30,000	30,000	30,000	30,000
34-4660	2010 G.O. Bonds-Laraway SSA-Interest	25,593	24,693	24,693	23,793
36-4620	2012A G.O. Refunding Bonds-Principal	395,000	400,000	400,000	405,000
36-4660	2012A G.O. Refunding Bonds-Interest	209,980	202,080	202,080	190,080
36-4690	2012A G.O. Refunding Bonds-Fees	525	525	525	525
37-4620	2013A G.O. Bonds-Principal	370,000	380,000	380,000	390,000
37-4660	2013A G.O. Bonds-Interest	332,650	325,250	325,250	317,650
37-4690	2013A G.O. Bonds-Fees	750	750	750	750
38-4620	2014A G.O. Bonds-Principal	0	200,000	200,000	200,000
38-4660	2014A G.O. Bonds-Interest	74,595	158,900	158,900	154,900
38-4690	2014A G.O. Bonds-Fees	0	750	750	750
63-4620	2009 G.O. Refunding Bonds-Principal	0	0	0	0
63-4660	2009 G.O. Refunding Bonds-Interest	339,710	339,710	339,710	339,710
63-4690	2009 G.O. Refunding Bonds-Fees	500	500	500	500
78-4620	2011 G.O. Refunding Bonds-Principal	370,000	370,000	370,000	370,000
78-4660	2011 G.O. Refunding Bonds-Interest	69,275	61,875	61,875	54,475
78-4690	2011 G.O. Refunding Bonds-Fees	0	500	0	500
82-4620	1999 IEPA Lake Water Revenue Bonds-Princ.	561,651	575,979	575,979	590,673
82-4660	1999 IEPA Lake Water Revenue Bonds-Int.	95,756	81,427	81,427	66,734
85-4620	2014B/2005 G.O. Bonds-Water/Sewer-Princ.	430,000	485,000	485,000	505,000
85-4660	2014B/2005 G.O. Bonds-Water/Sewer-Int.	249,718	165,903	165,903	156,203
85-4690	2014B/2005 G.O. Bonds-Water/Sewer-Fees	0	525	750	750
	<b>Total Debt Service</b>	<b>\$4,227,173</b>	<b>\$4,777,438</b>	<b>\$4,777,163</b>	<b>\$4,782,914</b>
	<b>Total Debt Service Activity</b>	<b>\$5,088,906</b>	<b>\$5,631,633</b>	<b>\$5,630,858</b>	<b>\$5,628,169</b>

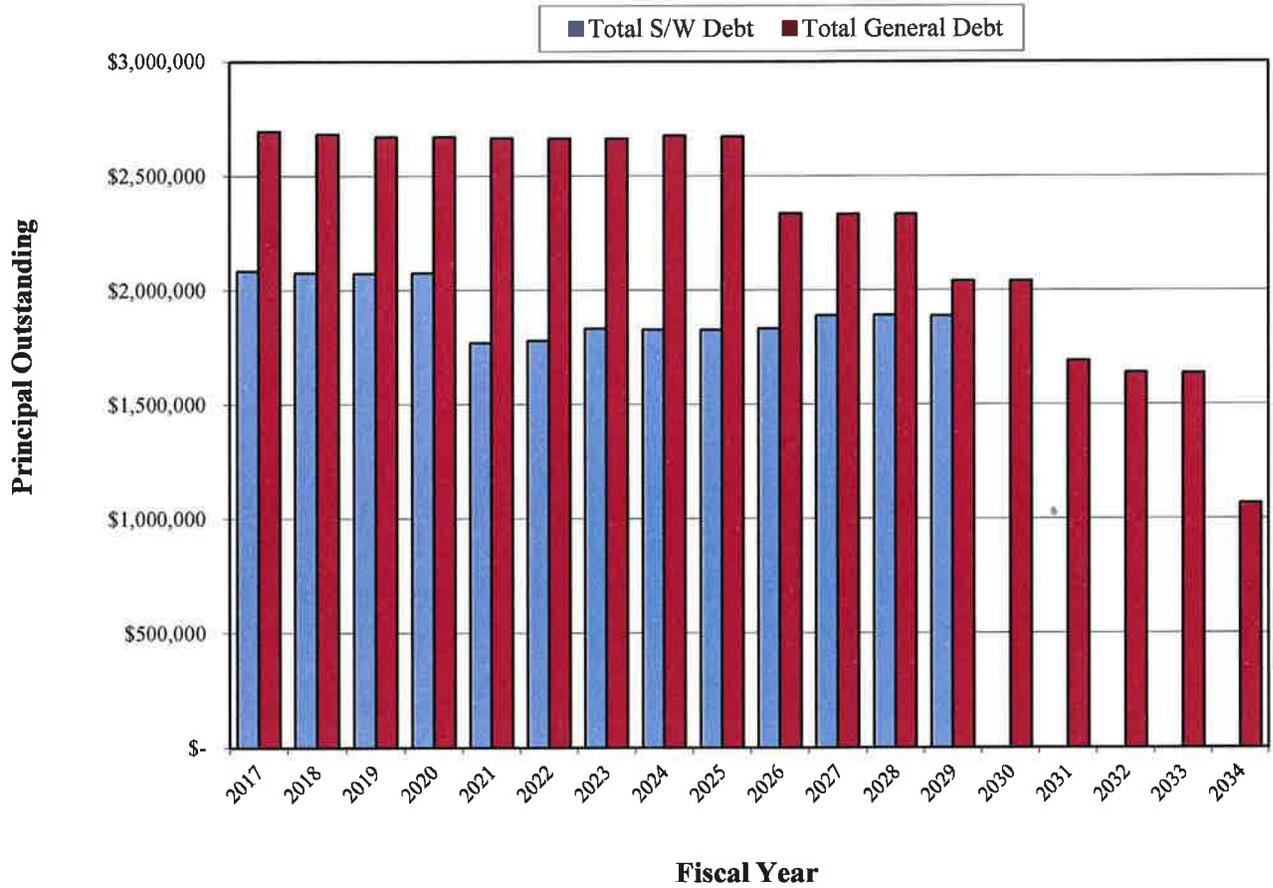
**ANNUAL BUDGET  
SUPPORTING DETAIL**

	DEBT SERVICE FUNDS	ACTIVITY DEBT SERVICE
FUNDS AS EXPENDITURE SOURCE	EXPENDITURE ITEMS	ITEM SUB-TOTAL
	<b>TRANSFERS</b>	
68-4936	TO 2012A G.O. BONDS  Use of debt portion of the \$7.00 monthly debt/capital to pay the sewer portion of the annual debt service of the 2012A G.O. Bonds	131,033
68-4963	TO 2009 G.O. REFUNDING BONDS Use of debt portion of the \$7.00 monthly debt/capital to pay the annual debt service of the 2009 G.O. Refunding Bonds	289,247
68-4978	TO 2011 G.O. REFUNDING BONDS-SWR. Use of debt portion of the \$7.00 monthly debt/capital to pay the annual debt service of the 2011 G.O. Refunding Bonds	424,975
	<b>DEBT SERVICES</b>	
30-4620	2007 G.O. BONDS-ROAD IMPROV. -PRINCIPAL	165,000
30-4660	2007 G.O. BONDS-ROAD IMPROV. -INTEREST	104,500
30-4690	2007 G.O. BONDS-ROAD IMPROV. -FEES Revenue to pay for the principal, interest & fees on the 2007 G.O. Bonds-Roadway Improvements is derived from telecommunication tax revenue.	500
32-4620	2012B G.O. REFUNDING BONDS-VILLAGE HALL-PRINCIPAL	555,000
32-4660	2012B G.O. REFUNDING BONDS-VILLAGE HALL-INTEREST	95,488
32-4690	2012B G.O. REFUNDING BONDS-VILLAGE HALL-FEES Revenue to pay for the principal, interest & fees on the 2004 G.O. Bonds-Village Hall is derived from sales tax revenue.	525
33-4620	2010 G.O. REFUNDING-VILLAGE HALL-PRINCIPAL	0
33-4660	2010 G.O. REFUNDING-VILLAGE HALL-INTEREST	63,408
33-4690	2010 G.O. REFUNDING-VILLAGE HALL-FEES Revenue to pay for the principal, interest & fees on the 2010 G.O. Refunding Bonds-Village Hall is derived from sales tax revenue.	500
34-4620	2010 G.O. BONDS-LARAWAY SSA-PRINCIPAL	30,000
34-4660	2010 G.O. BONDS-LARAWAY SSA-INTEREST Revenue to pay for the principal, interest & fees on the 2010 G.O. Bonds-Laraway SSA is derived from property tax revenue on the parcels within the SSA only.	23,793

**ANNUAL BUDGET  
SUPPORTING DETAIL**

DEBT SERVICE FUNDS		ACTIVITY DEBT SERVICE
FUNDS AS EXPENDITURE SOURCE	EXPENDITURE ITEMS	ITEM SUB-TOTAL
36-4620	2012A G.O. BONDS-PRINCIPAL	405,000
36-4660	2012A G.O. BONDS-INTEREST	190,080
36-4690	2012A G.O. BONDS-FEES	525
	Revenue to pay for the principal, interest & fees on the 2012A G.O. Bonds is derived from a combination of Home Rule Sales Tax (0.50%) and Utility Taxes	
37-4620	2013A G.O. BONDS-PRINCIPAL	390,000
37-4660	2013A G.O. BONDS-INTEREST	317,650
37-4690	2013A G.O. BONDS-FEES	750
	Revenue to pay for the principal, interest & fees on the 2013A G.O. Bonds is derived from a combination of Home Rule Sales Tax (0.50%) and Utility Taxes	
38-4620	2014A G.O. BONDS-PRINCIPAL	200,000
38-4660	2014A G.O. BONDS-INTEREST	154,900
38-4690	2014A G.O. BONDS-FEES	750
	Revenue to pay for the principal, interest & fees on the 2014A G.O. Bonds is derived from a combination of Home Rule Sales Tax (0.50%) and Utility Taxes	
63-4620	2009 G.O. REFUNDING BONDS-SWR/WTR-PRINCIPAL	0
63-4660	2009 G.O. REFUNDING BONDS-SWR/WTR-INTEREST	339,710
63-4690	2009 G.O. REFUNDING BONDS-SWR/WTR-FEES	500
	Revenue to pay for the principal, interest & fees on the 2009 G. O. Refunding Bonds is derived from the Sewer & Water Capital Improvements Funds--tap on fees.	
78-4620	2011 G.O. REFUNDING BONDS-PRINCIPAL	370,000
78-4660	2011 G.O. REFUNDING BONDS-INTEREST	54,475
78-4690	2011 G.O. REFUNDING BONDS-FEES	500
	Revenue to pay for the principal, interest & fees on the 2011 G. O. Refunding Bonds is derived from the Sewer Capital Improvements Fund--tap on fees.	
82-4620	1999 IEPA LAKE WATER REV. BONDS-PRINCIPAL	590,673
82-4660	1999 IEPA LAKE WATER REV. BONDS-INTEREST	66,734
	Revenue to pay for the principal & interest payments on the 1999 IEPA Lake Water Revenue Bonds is derived from the Water Fund--user fees.	
85-4620	2014B G.O. REFUNDING BONDS-WTR/SWR-PRINCIPAL	505,000
85-4660	2014B G.O. REFUNDING BONDS-WTR/SWR-INTEREST	156,203
85-4690	2014B G.O. REFUNDING BONDS-WTR/SWR-FEES	750
	Revenue to pay for the principal & interest on the 2014B G.O. Bonds is derived from the Water and Sewer Funds--tap on fees	
ACTIVITY TOTAL		\$5,628,169

## Debt Outstanding by Year



Because the Village was granted home rule authority by referendum on November 4, 2008, and the General Assembly has set no legal debt limits for home rule municipalities, there is no legal debt limit for the Village.

**VILLAGE OF NEW LENOX, IL**

**OUTSTANDING BONDS\***

FISCAL YEAR ENDING APRIL 30	2011A SEWER G.O. BONDS (Fund 78)		2012B G.O. REFUNDING BONDS- VILLAGE HALL CONSTRUCTION (Fund 32)		2014B G.O. REFUNDING BONDS- SEWER/WATER (Fund 85)	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2017	\$370,000	\$54,475	\$555,000	\$95,487	\$505,000	\$156,202
2018	\$365,000	\$47,075	\$565,000	\$88,550	\$520,000	\$146,102
2019	\$365,000	\$39,775	\$565,000	\$80,076	\$535,000	\$135,702
2020	\$365,000	\$32,475	\$575,000	\$71,600	\$555,000	\$125,002
2021	\$395,000	\$24,263	\$580,000	\$60,100	\$570,000	\$111,127
2022	\$615,000	\$15,375	\$590,000	\$48,500	\$615,000	\$94,028
2023	-	-	\$600,000	\$36,700	\$635,000	\$75,579
2024	-	-	\$615,000	\$24,700	\$745,000	\$60,973
2025	-	-	\$620,000	\$12,400	\$760,000	\$42,720
2026	-	-	-	-	\$820,000	\$22,960
<b>TOTALS</b>	<b>\$2,475,000</b>	<b>\$213,438</b>	<b>\$5,265,000</b>	<b>\$518,113</b>	<b>\$6,260,000</b>	<b>\$970,395</b>

FISCAL YEAR ENDING APRIL 30	2009 G.O. REFUNDING BONDS (Fund 63)		1999 IEPA LAKE WATER REVENUE BONDS (Fund 82)		2007 G.O. BONDS- ROADWAY CAPITAL IMPROVEMENTS (Fund 30)	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2017	-	\$339,710	\$590,672	\$66,735	\$165,000	\$104,500
2018	-	\$339,710	\$605,741	\$51,666	\$170,000	\$97,800
2019	-	\$339,710	\$621,194	\$36,213	\$180,000	\$90,800
2020	-	\$339,710	\$637,041	\$20,366	\$190,000	\$83,400
2021	-	\$339,710	\$324,589	\$4,114	\$205,000	\$75,500
2022	\$100,000	\$339,710	-	-	\$215,000	\$67,100
2023	\$785,000	\$335,960	-	-	\$225,000	\$58,300
2024	\$715,000	\$306,130	-	-	\$240,000	\$49,000
2025	\$745,000	\$278,245	-	-	\$255,000	\$39,100
2026	\$740,000	\$248,445	-	-	\$270,000	\$28,600
2027	\$1,670,000	\$218,475	-	-	\$280,000	\$17,600
2028	\$1,740,000	\$150,005	-	-	\$300,000	\$6,000
2029	\$1,810,000	\$76,925	-	-	-	-
<b>TOTALS</b>	<b>\$8,305,000</b>	<b>\$3,652,445</b>	<b>\$2,779,237</b>	<b>\$179,094</b>	<b>\$2,695,000</b>	<b>\$717,700</b>

FISCAL YEAR ENDING APRIL 30	2010 G.O. REFUNDING BONDS (Funds 32 & 34)		2012A G.O. BONDS-PW & Police Buildings (Funds 36)		2013A G.O. BONDS-Police Building (Funds 37)	
	<i>Principal</i>	<i>Interest</i>	<i>Principal</i>	<i>Interest</i>	<i>Principal</i>	<i>Interest</i>
2017	\$30,000	\$87,200	\$405,000	\$190,080	\$390,000	\$317,650
2018	\$35,000	\$86,300	\$405,000	\$177,930	\$390,000	\$309,850
2019	\$35,000	\$85,250	\$410,000	\$165,780	\$400,000	\$302,050
2020	\$35,000	\$84,147	\$415,000	\$153,480	\$415,000	\$290,050
2021	\$35,000	\$82,958	\$420,000	\$141,030	\$430,000	\$277,600
2022	\$40,000	\$81,680	\$430,000	\$132,630	\$440,000	\$264,700
2023	\$40,000	\$80,160	\$440,000	\$124,030	\$450,000	\$251,500
2024	\$40,000	\$78,560	\$450,000	\$115,230	\$470,000	\$238,000
2025	\$40,000	\$76,960	\$460,000	\$106,230	\$480,000	\$223,900
2026	\$330,000	\$75,360	\$470,000	\$97,030	\$500,000	\$208,300
2027	\$340,000	\$62,160	\$480,000	\$87,630	\$520,000	\$189,550
2028	\$355,000	\$48,390	\$490,000	\$78,030	\$530,000	\$170,050
2029	\$370,000	\$33,835	\$505,000	\$67,618	\$560,000	\$148,850
2030	\$385,000	\$18,480	\$515,000	\$56,255	\$580,000	\$126,450
2031	\$55,000	\$2,310	\$530,000	\$43,637	\$600,000	\$103,250
2032	-	-	\$545,000	\$30,387	\$630,000	\$79,250
2033	-	-	\$560,000	\$15,400	\$650,000	\$54,050
2034	-	-	-	-	\$680,000	\$28,050
<b>TOTALS</b>	<b>\$2,165,000</b>	<b>\$983,750</b>	<b>\$7,930,000</b>	<b>\$1,782,407</b>	<b>\$9,115,000</b>	<b>\$3,583,100</b>

FISCAL YEAR ENDING APRIL 30	2014A G.O. BONDS-Police Building (Funds 38)		TOTAL		
	<i>Principal</i>	<i>Interest</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2017	\$200,000	\$154,900	\$3,210,672	\$1,566,939	\$4,777,611
2018	\$205,000	\$150,900	\$3,260,741	\$1,495,883	\$4,756,624
2019	\$210,000	\$146,800	\$3,321,194	\$1,422,156	\$4,743,350
2020	\$215,000	\$142,600	\$3,402,041	\$1,342,830	\$4,744,871
2021	\$220,000	\$138,300	\$3,179,589	\$1,254,702	\$4,434,291
2022	\$220,000	\$133,900	\$3,265,000	\$1,177,623	\$4,442,623
2023	\$230,000	\$127,300	\$3,405,000	\$1,089,529	\$4,494,529
2024	\$235,000	\$120,400	\$3,510,000	\$992,993	\$4,502,993
2025	\$245,000	\$113,350	\$3,605,000	\$892,905	\$4,497,905
2026	\$250,000	\$106,000	\$3,380,000	\$786,695	\$4,166,695
2027	\$260,000	\$96,000	\$3,550,000	\$671,415	\$4,221,415
2028	\$270,000	\$85,600	\$3,685,000	\$538,075	\$4,223,075
2029	\$280,000	\$74,800	\$3,525,000	\$402,028	\$3,927,028
2030	\$295,000	\$63,600	\$1,775,000	\$264,785	\$2,039,785
2031	\$305,000	\$51,800	\$1,490,000	\$200,997	\$1,690,997
2032	\$315,000	\$39,600	\$1,490,000	\$149,237	\$1,639,237
2033	\$330,000	\$27,000	\$1,540,000	\$96,450	\$1,636,450
2034	\$345,000	\$13,800	\$1,025,000	\$41,850	\$1,066,850
<b>TOTALS</b>	<b>\$4,630,000</b>	<b>\$1,786,650</b>	<b>\$51,619,237</b>	<b>\$14,387,092</b>	<b>\$66,006,329</b>

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016**  
**Fund 42-Roadway Capital Improvements**  
**Roadway Capital Improvements**

**Fund Description:**

This fund establishes a capital reserve account to fund various large-scale roadway capital improvement projects. Revenues to this fund are derived from transfers from other funds. In addition, a transportation fee is collected on building permits within new developments as required in their annexation agreements. It is the intent of this fund to accumulate sufficient revenue to finance all or part of roadway widening, bridge reconstruction and other transportation related capital projects.

**Fund Objectives:**

To coordinate design & construction work of major roadway projects. To keep records of revenue and expenditures relating to roadway capital projects.

Construction the extension of Nelson Road from Haven Avenue south to Illinois Highway which will create another north-south route in our Village.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	-	-	-	-
Capital Outlay	325,030	640,000	236,850	6,222,000
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$325,030</b>	<b>\$640,000</b>	<b>\$236,850</b>	<b>\$6,222,000</b>

**Budget Commentary:**

The final payment to IDOT for the local portion of the Route 30 improvements was scheduled for Oct. 2014 but since the project is not 100% complete, the final invoice from IDOT has not been received. This final invoice is anticipated in FY 16-17. The Village will issued debt to finance the Nelson Road extension.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

ROADWAY CAPITAL IMPROVEMENT FUND		DEPARTMENT ACTIVITY			ACCT NO 42-706
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>CAPITAL OUTLAY</u></b>					
4507	Nelson Road Extension	0	75,000	220,000	5,796,000
4511	Roadway Improvements	0	0	0	126,000
4520	Land Acquisition	0	265,000	16,850	0
4541	Road Construction	325,030	300,000		300,000
	<b>Total Capital Outlay</b>	<b>\$325,030</b>	<b>\$640,000</b>	<b>\$236,850</b>	<b>\$6,222,000</b>
	<b>Total Roadway Capital Improv.</b>	<b>\$325,030</b>	<b>\$640,000</b>	<b>\$236,850</b>	<b>\$6,222,000</b>

**Budget Notes for Roadway Capital Improvement Fund**

Object Code	Description	Amount
4507	Nelson Road Extension	
	Balance of design contract	21,000
	Construction engineering	375,000
	Construction	5,400,000
	Total	5,796,000
4511	Roadway Improvements	
	Street Lights @ Gougar & Rt. 6	126,000
	Total	126,000
4520	Land Acquisition	
	Nelson Road rights of way & easements	0
	Total	0
4541	Road Construction	
	IDOT local portion of Route 30 widening project (final payment-waiting on IDOT's final invoice)	300,000
	Total	300,000

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Fund 52 - Equipment Replacement Fund  
Equipment Replacement**

**Program Description:**

This fund provides a financing mechanism to fund the annual equipment replacement program. Revenues to this fund are derived from transfers from the General, Water and Sewer Funds in addition to the Seizure & Forfeiture Funds which include state and federal forfeitures plus proceeds from the sale of seized vehicles. This fund was established in FY 2012-13.

**Program Activities:**

Meet all lease purchase obligations timely.

Purchase Police Department automobiles when seized funds become available; stagger purchases if necessary.

Purchase all heavy duty equipment and vehicles following the replacement program with cash on hand through either the Suburban Purchasing Cooperative or the National Joint Powers Alliance both of which are approved joint purchasing agencies.

Update the equipment and vehicle listing for all village vehicles annually.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	-	-	-	-
Capital Outlay	<u>1,450,670</u>	<u>1,164,936</u>	<u>1,132,444</u>	<u>1,083,528</u>
<b>TOTAL</b>	<b>\$1,450,670</b>	<b>\$1,164,936</b>	<b>\$1,132,444</b>	<b>\$1,083,528</b>

**Budget Commentary:**

The goal of the police vehicle replacement is the fund the purchases with federal and state forfeited funds along with proceeds from the sale of seized vehicles.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

EQUIPMENT REPLACEMENT		DEPARTMENT ACTIVITY			ACCT NO 52-721
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>CAPITAL OUTLAY</u></b>					
4569	Automobiles (Police)	187,460	184,664	221,500	282,600
4571	Equipment/Lease Purchase	166,400	239,514	171,277	104,448
4575	Heavy Duty Equipment	1,096,810	740,758	739,667	696,480
<b>Total Capital Outlay</b>		<b>\$1,450,670</b>	<b>\$1,164,936</b>	<b>\$1,132,444</b>	<b>\$1,083,528</b>
<b>Total Equipment Replacement</b>		<b>\$1,450,670</b>	<b>\$1,164,936</b>	<b>\$1,132,444</b>	<b>\$1,083,528</b>

**Budget Notes for Fund 52-Equipment Replacement Fund**

Object Code	Description	Amount	Object Code	Description	Amount
4569	Automobiles		4571	Equipment/Lease Purchase	
	<u>Replacement of the following vehicles:</u>			Kenworth Street Sweeper	70,645
	2012 Ford Explorer (Invest. #132)	35,170		2016 Ford	33,803
	2013 Ford Interceptor SUV (#105)	42,286		Aerial Truck	
	2013 Ford Interceptor SUV (#113)	42,286		Total	104,448
	2013 Ford Interceptor SUV (#123)	42,286			
	2013 Ford Interceptor SUV (#125)	42,286			
	2013 Ford Interceptor SUV (#127)	42,286			
	2003 Chevy Tahoe (#118)	36,000			
	Total	282,600			
4575	Heavy Duty Equipment				
	<u>General Fund Programs:</u>				
	<u>Public Works</u>				
	Ford Transit (replaces PW2)	25,050			
	TR270 Track Loader (replaces 47)	54,800			
	Forklift-Used (addition)	25,000			
	IHC 7400 w/wing plow (replaces ST8)	170,640			
	IHC 7400 w/wing plow (replaces ST9)	170,640			
	Loader Plow	25,000			
	IR Repair Trailer	72,250			
	HTC Unit	10,000			
	Stump Grinder	10,500			
	Commercial Finish Mowers (2)	26,600			
	<u>Community Development</u>				
	Ford Escape S (replaces E3)	21,250			
	Ford Escape S (replaces B1)	21,250			
	<u>Water Fund Programs:</u>				
	Hydraulic hammer	12,500			
	<u>Sewer Fund Programs:</u>				
	Ford F250 w/lift gate (replaces S8)	27,100			
	Ford F250 (replaces S9)	23,900			
	Total	696,480			

**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Fund 55 - Public Improvements  
Public Improvements**

**Fund Description:**

This fund provides a financing mechanism to complete capital projects. Revenues to this fund are derived from development cash contributions in lieu of open space, as well as grants from other agencies and transfers from other funds. This fund acts as a clearing account and expenditures and revenues are transferred into their respective departments.

**Fund Objectives:**

To provide a fund for financing and tracking public improvements.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	212,730	489,050	450,163	517,866
Capital Outlay	129,058	330,504	47,031	531,679
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$341,788</b>	<b>\$819,554</b>	<b>\$497,194</b>	<b>\$1,049,545</b>

**Budget Commentary:**

Open space fees, developer fees and grants fund these projects

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

PUBLIC IMPROVEMENTS		DEPARTMENT ACTIVITY			ACCT NO 55-720
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>CONTRACTUAL SERVICES</u></b>					
4402	Engineering	181,230	451,550	430,090	505,866
4471	CN Noise & Safety Mitigation	9,000	0	0	0
4489	Community Service Programs	22,500	37,500	20,073	12,000
<b>Total Contractual Services</b>		<b>\$212,730</b>	<b>\$489,050</b>	<b>\$450,163</b>	<b>\$517,866</b>
<b><u>CAPITAL OUTLAY</u></b>					
4511	Roadway Improvements	0	0	0	61,125
4522	Stream Bank Stabilization	0	10,000	0	10,000
4536	New Lenox Commons	18,750	18,750	20,357	0
4559	Bicycle Trails	0	255,580	0	255,580
4568	Sidewalks/Curbs	70,163	0	0	0
4571	Equipment/Lease Purchases	19,674	19,674	19,674	19,674
4582	Building Improvements	20,471	11,500	0	10,000
4587	Drainage Projects	0	15,000	7,000	175,300
<b>Total Capital Outlay</b>		<b>\$129,058</b>	<b>\$330,504</b>	<b>\$47,031</b>	<b>\$531,679</b>
<b>Total Public Improvements</b>		<b>\$341,788</b>	<b>\$819,554</b>	<b>\$497,194</b>	<b>\$1,049,545</b>

**Budget Notes for Public Improvements Fund**

Object Code	Description	Amount	Object Code	Description	Amount
4402	Engineering		4571	Equipment/Lease Purchases	
	Aerohaven drainage study	24,700		Haven House	19,674
	Metra Station Design	420,000		Total	19,674
	Quiet Zones-Rock Island	11,166			
	CN bridge study	50,000			
	Total	505,866	4582	Building Improvements	
				Demo-Haven	
4489	Community Service Program			House-grant	10,000
	Rain Garden (eligible for reimbursement up to \$6,000)	12,000		funded	
	Total	12,000		Total	10,000
			4587	Drainage Projects	
4511	Roadway Improvements			Aerohaven	175,300
	Quiet Zone-Southwest Service	61,125		Drainage	
	Total	61,125		Total	175,300
4522	Stream Bank Stabilization				
	Near VFW (eligible for reimbursement up to \$6,000)	10,000			
	Total	10,000			
4559	Bicycle Trails				
	Trail to connect Providence High School to Old Plank Trail	255,580			
	Total	255,580			

**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Fund 56 - Capital Improvements  
Capital Improvements**

**Fund Description:**

This fund provides a financing mechanism to complete capital projects. Revenues to this fund are derived from General Fund transfers which is the sum of electric and gas utility tax as well as a portion of the home rule sales tax. This fund acts as a clearing account and expenditures and revenues are transferred into their respective departments.

**Fund Activities:**

The Police Station and Public Works buildings were completed. Nelson Road extension related expenses will be accounted for in the Roadway Capital Improvement Fund (Fund 42). This fund will be closed in this fiscal year.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	146,104	-	-	-
Capital Outlay	12,033,608	8,214	447,973	-
Transfers	-	-	-	17,760
<b>TOTAL</b>	<b>\$12,179,712</b>	<b>\$8,214</b>	<b>\$447,973</b>	<b>\$17,760</b>

**Budget Commentary:**

Utility Tax (electric and gas) and a portion of the home rule sales tax; Bonds were issued for construction costs and funds on hand will finance architectural design, engineering and furniture, fixtures & equipment.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

CAPITAL IMPROVEMENTS		DEPARTMENT ACTIVITY			ACCT NO 56-720
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>CONTRACTUAL SERVICES</u></b>					
4403	Administrative Costs	146,104	0	0	0
	<b>Total Contractual Services</b>	<u>\$146,104</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b><u>CAPITAL OUTLAY</u></b>					
4507	Nelson Road Extension	71,956	0	0	0
4519	Police Station Construction	8,765,641	0	103,528	0
4520	Land Acquisition	3,194,087	0	336,231	0
4521	Public Works Building Construction	1,924	8,214	8,214	0
	<b>Total Capital Outlay</b>	<u>\$12,033,608</u>	<u>\$8,214</u>	<u>\$447,973</u>	<u>\$0</u>
<b><u>TRANSFERS</u></b>					
4910	To General Fund	0	0	0	17,760
	<b>Total Transfers</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$17,760</u>
	<b>Total Capital Improvements</b>	<u>\$12,179,712</u>	<u>\$8,214</u>	<u>\$447,973</u>	<u>\$17,760</u>

**Budget Notes for Capital Improvements Fund**

Object Code	Description	Amount
4910	Transfer to General Fund	
	To close the fund	17,760
	Total	<u>17,760</u>

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Fund 59 - Cedar Crossings SSA/Business District  
Cedar Crossings SSA/Business District**

**Fund Description:**

Cedar Crossings is a commercial development on the south side of Route 6 near the I-355 interchange. A special service area was created for approximately \$10,000,000 of private infrastructure improvements. Additionally, a business district was created to fund \$20,000,000 of developer improvements. Debt will be issued during this fiscal year in the above amounts. The construction of all improvements are expected to be completed during this fiscal year.

**Fund Objectives:**

To issue debt timely. In addition, to distribute the funds for the improvements in a timely manner.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	-	-	-	-
Capital Outlay	-	30,000,000	-	30,000,000
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$0</b>	<b>\$30,000,000</b>	<b>\$0</b>	<b>\$30,000,000</b>

**Budget Commentary:**

This project has been delayed due to the economy slowing down. The development continues to be monitored for its progress. The debt will be issued and proceeds distributed for the public improvements when the items in the development agreement have been met.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

CEDAR CROSSINGS SSA/BUSINESS DISTRICT					ACCT NO 59-810
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>CAPITAL OUTLAY</u></b>				
4509	Cedar Crossing Improvements	0	30,000,000	0	30,000,000
	<b>Total Capital Outlay</b>	<u>\$0</u>	<u>\$30,000,000</u>	<u>\$0</u>	<u>\$30,000,000</u>
	<b>Total Cedar Crossings SSA/BD</b>	<u>\$0</u>	<u>\$30,000,000</u>	<u>\$0</u>	<u>\$30,000,000</u>

**Budget Notes for Fund 59 - Cedar Crossings SSA/Business District**

Object Code	Description	Amount
4509	Cedar Crossing Improvements	
	Public & private improvements for the Cedar Crossing mall on the southwest corner of Route 6 and Cedar Road. Improvements will be funded with Sales Tax Bonds and Special Service Area Bonds	<u>30,000,000</u>
	Total	<u>30,000,000</u>

**VILLAGE OF NEW LENOX**

**SEWER FUNDS**

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VILLAGE OF NEW LENOX



Annual Budget for the Fiscal Year Beginning May 1, 2016

Sewer Fund

All Program Expenditures

Program Number	Program Name	Department Reporting	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
500	Sewer Administration	Public Works	\$ 1,676,328	\$ 1,712,465	\$ 1,772,618	\$ 2,128,461
501	Sewer Treatment	Public Works	\$ 1,634,122	\$ 1,808,326	\$ 1,785,745	\$ 1,999,350
502	Sewer Collection	Public Works	\$ 278,963	\$ 363,378	\$ 293,421	\$ 381,702
503	Sewer Regulation	Public Works	\$ 59,204	\$ 80,669	\$ 79,918	\$ 74,204
<b>Total Sewer Fund</b>			<b>\$ 3,648,617</b>	<b>\$ 3,964,838</b>	<b>\$ 3,931,702</b>	<b>\$ 4,583,717</b>

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Sewer Fund  
Program 500 - Sewer Administration**

**Program Description:**

The Sewer Administration is responsible for collection and treatment of all wastewater generated by the residents connected to the Villages sewer system. This program accounts for the administrative costs associated with the operation of the sewer system.

**Program Objectives:**

The Sewer department's primary objective is to operate and maintain the Village's sewer collection system and the Village's wastewater treatment plants. This program covers administrative payroll expenses and shared administrative costs along with administrative expenses such as postage, printing and telephone services.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
WWTP Superintendent	1.00	1.00
Administrative Assistant (Part-Time)	0.56	0.56
Chief Operator-WWTP	0.25	0.25
<b>Total FTE</b>	<u>1.81</u>	<u>1.81</u>

**Vehicles/Equipment Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2014 Ford Escape (S-12)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	823,319	860,946	880,962	918,467
Commodities	39,870	42,000	40,815	41,950
Contractual	118,702	130,580	132,698	106,984
Capital Outlay	-	4,250	3,717	4,125
Transfers	694,437	674,689	714,426	1,056,935
<b>TOTAL</b>	<u>\$1,676,328</u>	<u>\$1,712,465</u>	<u>\$1,772,618</u>	<u>\$2,128,461</u>

**Budget Commentary:**

The medical & life insurance costs include premiums for a retired employee.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

SEWER FUND	PUBLIC WORKS -PROGRAM 500 - SEWER ADMINISTRATION	ACCT NO 60-500			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>Personal Services</u></b>				
4101	Salaries: Full-Time	109,344	116,720	131,300	106,129
4102	Salaries: Part-Time	6,282	13,000	16,000	15,210
4105	Overtime Pay	237	4,000	4,000	4,000
4107	Personnel Shared Administrative Cost	615,000	625,000	625,000	692,400
4203	Pension Contribution-IMRF/FICA	24,019	27,364	29,800	25,792
4204	Workman's Compensation	44,977	50,476	50,476	37,000
4207	Medical & Life Insurance	23,460	24,386	24,386	37,936
	<b>Total Personal Services</b>	<b>\$823,319</b>	<b>\$860,946</b>	<b>\$880,962</b>	<b>\$918,467</b>
	<b><u>Commodities</u></b>				
4310	General Office Supplies	4,475	4,000	4,000	4,250
4311	Postage	21,029	21,000	21,000	21,000
4330	Vehicle Fuel & Oil	19	1,500	1,000	1,200
4335	Printing Supplies	13,807	15,000	14,000	15,000
4354	Vehicle Supplies & Equipment	540	500	815	500
	<b>Total Commodities</b>	<b>\$39,870</b>	<b>\$42,000</b>	<b>\$40,815</b>	<b>\$41,950</b>
	<b><u>Contractual Services</u></b>				
4403	Administrative Cost	0	1,900	1,900	1,900
4405	Physical Exams/Inoculations	340	1,660	500	0
4420	Telephone Services	12,449	10,000	14,900	15,000
4427	Education & Training	2,239	2,167	1,100	2,238
4445	Repairs: Vehicle & Equipment	0	1,000	500	1,800
4447	Maintenance Contracts	3,542	6,600	6,700	7,071
4454	Equipment Services	0	13,000	13,000	13,000
4468	Sewer and Water Rate Study	0	0	300	0
4481	Professional Memberships	336	955	500	975
4482	Self Insurance Pool	99,796	93,298	93,298	65,000
	<b>Total Contractual Services</b>	<b>\$118,702</b>	<b>\$130,580</b>	<b>\$132,698</b>	<b>\$106,984</b>
	<b><u>CAPITAL OUTLAY</u></b>				
4575	Heavy Duty Equipment	0	4,250	3,717	4,125
	<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$4,250</b>	<b>\$3,717</b>	<b>\$4,125</b>
	<b>SUB-TOTAL O &amp; M</b>	<b>\$981,891</b>	<b>\$1,037,776</b>	<b>\$1,058,192</b>	<b>\$1,071,526</b>
	<b><u>TRANSFERS</u></b>				
4910	To General	100,670	82,189	82,189	65,335
4968	To Sewer G.O. Debt Services	593,767	592,500	632,237	783,364
4970	To Sewer Capital Improvements	0	0	0	208,236
	<b>Total Transfers</b>	<b>\$694,437</b>	<b>\$674,689</b>	<b>\$714,426</b>	<b>\$1,056,935</b>
	<b>Total Sewer Administration</b>	<b>\$1,676,328</b>	<b>\$1,712,465</b>	<b>\$1,772,618</b>	<b>\$2,128,461</b>

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

SEWER FUND	PUBLIC WORKS -PROGRAM 500 - SEWER ADMINISTRATION				ACCT NO 60-500
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b>Budget Notes for Sewer Fund Program 500 - Sewer Administration</b>					
Object Code	Description	Amount	Object Code	Description	Amount
4310	General Office Supplies		4481	Professional Memberships	
	Pens, paper, toner, first aid supplies, etc.	4,250		WEF (3)	390
	Total	4,250		APWA	155
				Sam's Club	50
				IWCA (2)	300
				AWWA (1)	80
	Total	21,000		Total	975
4311	Postage				
	1/2 cost of mailing utility bills	21,000			
	Total	21,000			
			4482	Self Insurance Pool	
4335	Printing Costs			Property &	
	1/2 cost of printing utility bills	15,000		Liability	65,000
	Total	15,000		Insurance	
				Total	65,000
4403	Administration Cost				
	Continuing Disclosure Report	1,900			
	Total	1,900	4575	Heavy Duty Equipment	
				1/4 Equip.	
4420	Telephone Services			Svc.	4,125
	Alarm & Telemetry, land lines, internet & cell phone bills	15,000		Equipment	
	Total	15,000		Total	4,125
			4910	Transfer to General	
4427	Education & Training			Monitoring	1,500
	<u>WWTP Superintendent</u>			Copier	2,340
	IAWP Conference	2,000		E-billing	6,050
	1/4 Equip. Service Training	238		Storm Swr.	
	Total	2,238		System	
				Maint. (50%	55,445
				of budget)	
4447	Maintenance Contracts				
	1/4 Equip. Service Contracts	2,111		Total	65,335
	1/4 Equip. Service Laundry	450			
	AS 400 utility software	1,900			
	Autoread software support	850			
	AS400 Network support	850			
	IBM hardware & software support	910			
		7,071			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Sewer Fund  
Program 501 - Sewer Treatment**

**Program Description:**

The Sewer Treatment program is responsible for operation and maintenance of the Village's three wastewater treatment plants. WWTP #1 is a 2.5 mgd facility, WWTP #2 is a 0.750 mgd facility and WWTP #3 is a 0.365 mgd facility giving the Village 3.6 mgd capacity.

**Program Objectives:**

To operate the plants to meet Environment Protection Agency (EPA) discharge requirements. To treat and correctly dispose of all sludge generated during the treatment process.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
WWTP Operator	1.00	2.00
Chief Operator-WWTP	2.75	1.75
Maintenance Specialist	1.00	1.00
Laborer-WWTP	2.00	2.00
WWTP Lab Supervisor	0.75	0.75
<b>Total FTE</b>	<b>7.50</b>	<b>7.50</b>

**Vehicles/Equipment Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2014 Ford F250 with Lift Gate (S-13)	1	1
2011 Ford Ranger Pickup Truck (S-8 & S-9)	2	2
Skid Steer Loader	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
<b>Personnel</b>	<b>881,228</b>	<b>919,578</b>	<b>919,000</b>	<b>950,343</b>
<b>Commodities</b>	<b>230,554</b>	<b>270,128</b>	<b>267,625</b>	<b>411,972</b>
<b>Contractual</b>	<b>522,340</b>	<b>618,620</b>	<b>599,120</b>	<b>637,035</b>
<b>Capital Outlay</b>	-	-	-	-
<b>Transfers</b>	-	-	-	-
<b>TOTAL</b>	<b>\$1,634,122</b>	<b>\$1,808,326</b>	<b>\$1,785,745</b>	<b>\$1,999,350</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

SEWER FUND	PUBLIC WORKS - PROGRAM 501 - SEWER TREATMENT	ACCT NO 60-501			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>Personal Services</u></b>				
4101	Salaries: Full-Time	529,857	545,376	536,000	535,866
4102	Salaries: Part-Time	29,609	44,000	44,000	56,000
4105	Overtime Pay	51,940	50,000	65,000	70,200
4203	Pension Contribution-IMRF/FICA	124,593	131,000	127,000	136,327
4207	Medical & Life Insurance	145,229	149,202	147,000	151,950
	<b>Total Personal Services</b>	<u>\$881,228</u>	<u>\$919,578</u>	<u>\$919,000</u>	<u>\$950,343</u>
	<b><u>Commodities</u></b>				
4315	Forms, Books & Manuals	0	300	300	800
4330	Vehicle Fuel & Oil	9,313	10,000	10,000	10,000
4333	Operating Supplies	4,805	10,500	10,500	12,500
4334	Chemicals & Supplies	144,024	157,000	157,000	294,000
4354	Vehicle Supplies & Equipment	1,257	6,000	1,500	4,000
4360	Minor Equipment & Tools	6,833	8,225	9,225	10,704
4362	Safety Gear & Uniforms	9,507	9,403	9,400	10,268
4365	Communication Supplies	25	200	200	200
4373	Repair Material: STP	47,965	60,000	60,000	60,000
4377	Rock, Sand & Soil	3,307	3,500	4,500	4,500
4381	Paint & Supplies	3,518	5,000	5,000	5,000
	<b>Total Commodities</b>	<u>\$230,554</u>	<u>\$270,128</u>	<u>\$267,625</u>	<u>\$411,972</u>
	<b><u>Contractual Services</u></b>				
4409	Laboratory Testing	10,564	10,000	22,000	20,000
4426	Meeting & Expense Allowance	110	100	100	300
4430	Legal Advertising	0	100	100	100
4444	Electric & Gas	339,266	418,000	390,000	415,000
4445	Repairs: Vehicle & Equipment	758	3,000	2,000	3,000
4446	Repairs: Building & Facilities	12,024	10,000	8,000	10,000
4447	Maintenance Contracts	7,218	9,075	9,075	10,790
4454	Equipment Services	7,673	9,000	3,000	6,000
4461	Machinery & Equipment Rental	93	900	900	900
4464	Repairs: STP Equipment	38,719	40,000	40,000	40,000
4465	Sludge Cartage	99,210	95,000	102,000	115,000
4486	Refuse Removal	332	15,000	13,500	7,500
4494	Lawn Maintenance	6,373	8,445	8,445	8,445
	<b>Total Contractual Services</b>	<u>\$522,340</u>	<u>\$618,620</u>	<u>\$599,120</u>	<u>\$637,035</u>
	<b>Total Sewer Treatment</b>	<u>\$1,634,122</u>	<u>\$1,808,326</u>	<u>\$1,785,745</u>	<u>\$1,999,350</u>

**Budget Notes for Sewer Fund Program 501 - Sewer Treatment**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4315	Forms, Books & Manuals		4444	Electric & Gas	
	Instructional manuals	800		Energy Costs-	
	Total	800		3 treatment	415,000
4333	Operational Supplies			plants & 1	
	Nuts, bolt, hardware materials, office			excess flow	
	cleaning supplies, carpentry supplies,	12,500		lagoon	
	etc.			Total	415,000
	Total	12,500			
4334	Chemicals & Supplies		4446	Repairs: Building & Facilities	
	Chlorine & sulfur dioxide, lab			Unexpected	
	chemicals & supplies, odor control	294,000		Repairs	10,000
	chemicals, nutrient removal			Total	10,000
	Total	294,000			
4360	Minor Equipment & Tools		4447	Maintenance Contracts	
	1/4 Equip. Svc. Minor tools	1,904		Calibration	
	Shovels, rakes, manhole hooks, chains,			Scale	275
	drills & bits, saws, blades, shop tools,	8,800		Fire	1,300
	etc.			Extinguisher	
	Total	10,704		Meter	2,000
				Calibration	
4362	Safety Gear & Uniforms			Knight Alarm	4,815
	Uniforms 8 employees @\$480/each	3,840		RPZ	1,800
	1/4 Equip. Svc. Uniforms & safety	328		Lab water	600
	Safety glasses, gloves, gas detector	6,100		Total	10,790
	Total	10,268			
4365	Communication Supplies		4464	Repairs: STP Equipment	
	Radio & cell phone supplies	200		Blower,	40,000
	Total	200		pumps, etc.	
				Total	40,000
4373	Repair Material: STP		4465	Sludge Cartage	
	Parts for equipment repairs at the	60,000		Hauling	115,000
	treatment plants			Total	115,000
	Total	60,000			
4377	Rock, Sand & Soil		4486	Refuse Removal	
	Road repair, backfill, landscaping	4,500		Grit removal	7,500
	Total	4,500		Total	7,500
4381	Paint & Supplies		4494	Lawn Maintenance	
	For tanks, filters, railing & building	5,000		Mowing,	
	Total	5,000		fertilizer @	8,445
				treatment	
4409	Laboratory Testing			plants	
	Effluent, sludge & soil analyses	20,000		Total	8,445
	required to meet EPA regulations				
	Total	20,000			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Sewer Fund  
Program 502 - Sewer Collection**

**Program Description:**

The Sewer Collection Program is responsible for operation and maintenance of the Village's 120 miles of collection system, 11 remote pump stations and seven emergency power generating systems.

**Program Objectives:**

The objectives of Sewer Collection is to transport the wastewater to the treatment plants. The system is cleaned, inspected and maintained to assure continued service to the Village residents and to avoid flooding homes or discharging sewage prior to treatment at the plant.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
WWTP Operator	2.00	1.00
WWTP Operator/Laborer	0.00	1.00
Laborer-WWTP	0.25	1.00
<b>Total FTE</b>	<u>2.25</u>	<u>3.00</u>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2014 Ford F-250 Utility Truck (S-14)	1	1
2015 Ford F-250 Crane (S-15)	1	1
2007 Ford E450 Cube Truck (Camera Truck) (S-7)	1	1
2004 Sewer Jet	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	197,409	242,826	209,069	264,875
Commodities	34,714	37,750	24,750	38,400
Contractual	46,840	82,802	59,602	78,427
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	<u>\$278,963</u>	<u>\$363,378</u>	<u>\$293,421</u>	<u>\$381,702</u>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

SEWER FUND	PUBLIC WORKS - PROGRAM 502 - SEWER COLLECTION	ACCT NO 60-502			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>Personal Services</u></b>					
4101	Salaries: Full-Time	115,830	132,516	117,776	159,300
4102	Salaries: Part-Time	8,428	20,000	15,000	10,000
4105	Overtime Pay	7,661	15,000	9,000	10,000
4203	Pension Contribution-IMRF/FICA	26,275	34,310	26,600	36,910
4207	Medical & Life Insurance	39,215	41,000	40,693	48,665
	<b>Total Personal Services</b>	<b>\$197,409</b>	<b>\$242,826</b>	<b>\$209,069</b>	<b>\$264,875</b>
<b><u>Commodities</u></b>					
4315	Forms, Books & Manuals	0	100	100	100
4330	Vehicle Fuel & Oil	5,001	6,000	5,000	6,000
4333	Operating Supplies	1,253	1,500	1,500	1,500
4354	Vehicle Supplies & Equipment	794	6,000	4,000	6,000
4360	Minor Equipment & Tools	2,563	1,200	1,200	1,200
4362	Safety Gear & Uniforms	2,521	2,500	2,500	3,150
4365	Communication Supplies	61	150	150	150
4371	Repair Material: Coll. System	22,521	20,000	10,000	20,000
4381	Paint & Supplies	0	300	300	300
	<b>Total Commodities</b>	<b>\$34,714</b>	<b>\$37,750</b>	<b>\$24,750</b>	<b>\$38,400</b>
<b><u>Contractual Services</u></b>					
4409	Laboratory Testing	638	1,000	0	600
4444	Electric & Gas	21,009	20,000	22,500	23,625
4445	Repairs: Vehicle & Equipment	395	3,000	7,000	4,000
4447	Maintenance Contracts	0	7,400	7,789	7,800
4448	Repairs: Collection System	20,300	34,000	16,000	34,000
4454	Equipment Services	1,353	12,500	1,500	3,500
4461	Machinery & Equipment Rental	65	100	100	100
4466	Land Lease Agreement	0	1,602	1,602	1,602
4469	JULIE Contract	3,080	3,200	3,111	3,200
	<b>Total Contractual Services</b>	<b>\$46,840</b>	<b>\$82,802</b>	<b>\$59,602</b>	<b>\$78,427</b>
	<b>Total Sewer Collection</b>	<b>\$278,963</b>	<b>\$363,378</b>	<b>\$293,421</b>	<b>\$381,702</b>

**Budget Notes for Sewer Fund Program 502 - Sewer Collection**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4315	Forms, Books & Manuals		4444	Electric & Gas	
	Instructional manuals	100		Energy Costs	
	Total	100		for 11 lift	23,625
				stations	
				Total	23,625
4333	Operational Supplies		4447	Maintenance Contracts	
	Supplies for collection systems	1,500		Generator	
	Total	1,500		Service	7,800
4360	Minor Equipment & Tools			Total	7,800
	Manhole hooks and other collection				
	system minor tools	1,200	4448	Repairs: Collection System	
	Total	1,200		<u>Lift Stations:</u>	
4362	Safety Gear & Uniforms			Grand Prairie	
	Uniforms 3 employees @\$480/each	1,440		Chadwick	
	Safety glasses, gloves, gas detector	1,710		Pumps, etc.	34,000
	Total	3,150		Total	34,000
4365	Communication Supplies		4466	Land Lease Agreement	
	Radio & cell phone supplies	150		<u>Metra</u>	
	Total	150		Tri-Star	852
4371	Repair Material: Collection System			Walker	750
	Manhole repairs, piping, parts for lift			Total	1,602
	stations	20,000	4469	JULIE Contract	
	Total	20,000		1/3 of cost	3,200
4381	Paint & Supplies			Total	3,200
	For lift stations	300			
	Total	300			
4409	Laboratory Testing				
	Sludge & soil analyses required to meet				
	EPA sludge application rules	600			
	Total	600			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Sewer Fund  
Program 503 - Sewer Regulatory**

**Program Description:**

The Sewer Regulatory program is to provide for regulatory and environmental expenses involved in the treatment plant and waterways impacted by treatment plant discharges.

**Program Objectives:**

To cover laboratory costs associated with stream water quality and permit costs for the treatment plant and sludge disposal. This program also covers Hickory Creek Watershed expenses and other costs associated with environmental monitoring and testing.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
WWTP Lab Supervisor	0.25	0.25
Total FTE	0.25	0.25

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	26,439	27,989	28,738	29,704
Commodities	-	-	-	-
Contractual	32,765	52,680	51,180	44,500
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$59,204</b>	<b>\$80,669</b>	<b>\$79,918</b>	<b>\$74,204</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

SEWER FUND	PUBLIC WORKS - PROGRAM 503 - SEWER REGULATORY	ACCT NO 60-503			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>Personal Services</u></b>				
4101	Salaries: Full-Time	18,000	19,190	19,864	20,456
4203	Pension Contribution-IMRF	3,746	3,922	4,034	4,209
4207	Medical & Life Insurance	4,693	4,877	4,840	5,039
	<b>Total Personal Services</b>	\$26,439	\$27,989	\$28,738	\$29,704
	<b><u>Contractual Services</u></b>				
4409	Laboratory Testing	3,765	2,500	1,000	2,500
4431	Hickory Creek Watershed Plan	0	22,680	22,680	7,000
4476	NPDES Permit Fees	29,000	27,500	27,500	35,000
	<b>Total Contractual Services</b>	\$32,765	\$52,680	\$51,180	\$44,500
	<b>Total Sewer Regulatory</b>	\$59,204	\$80,669	\$79,918	\$74,204

**Budget Notes for Sewer Fund Program 503 - Regulatory**

Object Code	Description	Amount
4409	Laboratory Testing	
	Sludge & soil testing required to meet EPA sludge land application rules	2,500
	Total	2,500
4431	Hickory Creek Watershed Plan	
	Membership dues to the Hickory Creek Watershed Planning Group	7,000
	Total	7,000
4476	NPDES Permit Fees	
	WWTP #1	15,000
	WWTP #2	15,000
	WWTP #3	2,500
	Sludge Generator	2,500
	Total	35,000

**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Sewer Fund  
Fund 70-Sewer Capital Improvement Fund**

**Program Description:**

The Sewer Capital Improvement budget is used to process large scale capital improvements and acquisitions in the Sewer Department. Primarily, funding under this budget is limited to treatment facility and collection system upgrades and expansion, as well as acquisitions of large rolling stock items and other equipment that have operational lives in excess of ten (10) years or longer. Additionally, the funds supports various annual debt service requirements related to major sewer capital improvements.

**Program Objectives:**

To provide a funding mechanism and accounting control for large scale capital improvements relating to the sewer utilities.

**Program Activities:**

Begin the expansion of WWTP #2 which is an \$19 million project

Begin engineering on Route 30 sanitary sewer relocation and K-Mart liftstation replacement

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	33,399	601,000	20,000	746,000
Capital Outlay	360,569	9,460,235	368,237	9,360,600
Transfers	122,900	225,041	226,733	202,524
<b>TOTAL</b>	<b>\$516,868</b>	<b>\$10,286,276</b>	<b>\$614,970</b>	<b>\$10,309,124</b>

**Budget Commentary:**

The funding for this fund's activities is derived from sewer tap on or connection fees. In addition, debt will be issued to complete the WWTP #2 Expansion project. A low interest IEPA loan will be sought before general obligation bonds are issued.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

SEWER FUND	SEWER CAPITAL IMPROVEMENT / CAPITAL OUTLAY	ACCT NO 70-500			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>Contractual Services</u></b>				
4402	Engineering	33,399	601,000	20,000	746,000
	<b>Total Contractual Services</b>	<u>\$33,399</u>	<u>\$601,000</u>	<u>\$20,000</u>	<u>\$746,000</u>
	<b><u>CAPITAL OUTLAY</u></b>				
4524	Overhead Sewer Program	0	5,000	0	5,000
4551	Collection System Improvement	209,993	305,000	203,000	142,000
4555	WWTP Improvements/Expansion	0	9,000,000	0	9,000,000
4570	Plant Improvement	102,439	100,000	130,000	174,000
4571	Equipment/Lease Purchase	45,393	30,235	30,237	0
4575	Heavy Duty Equipment	0	15,000	0	32,400
4578	Laboratory Equipment	2,744	5,000	5,000	7,200
	<b>Total Capital Improvement</b>	<u>\$360,569</u>	<u>\$9,460,235</u>	<u>\$368,237</u>	<u>\$9,360,600</u>
	<b><u>Transfers</u></b>				
4952	To Equipment Replacement	16,435	142,766	144,429	118,919
4972	To WWTP #2 Expansion	25,176	0	0	0
4985	To 2014B/2005 G.O. Bonds	81,289	82,275	82,304	83,605
	<b>Total Transfers</b>	<u>\$122,900</u>	<u>\$225,041</u>	<u>\$226,733</u>	<u>\$202,524</u>
	<b>Total Sewer Capital Improvement</b>	<u><u>\$516,868</u></u>	<u><u>\$10,286,276</u></u>	<u><u>\$614,970</u></u>	<u><u>\$10,309,124</u></u>

**Budget Notes for Sewer Capital Improvement-Fund 70**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4402	Engineering	
	Route 30 under I-80 Forcemain design	102,000
	WWTP #2 Expansion const. eng.	465,000
	WWTP #1 Odor Control Study	25,000
	Wastewater Master Plan	120,000
	K-Mart liftstation upgrade design	34,000
	Total	746,000
4524	Overhead Sewer Program	
	2 homes @ \$2,500 each	5,000
	Total	5,000
4551	Collection System Improvement	
	Other improvements such spray lining deteriorating manholes and replace sewer lines as needed	142,000
	Total	142,000
4555	WWTP Improvements/Expansion	
	WWTP #2 Expansion	9,000,000
	Total	9,000,000
4570	Plant Improvement	
	WWTP #1 SCADA upgrade	50,000
	WWTP #1, 2, 3 upgrades	124,000
	Total	174,000
4575	Heavy Duty Equipment	
	Snow push box	6,200
	Portable Hotsy washer	7,200
	Multi-metal welder	4,000
	Tri-Star lift station emergency generator	15,000
	Total	32,400
4578	Laboratory Equipment	
	Miscellaneous lab equipment	7,200
	Total	7,200
4952	Transfer to Equipment Replacement	
	Ford Transit	8,350
	TR 270 Track Loader	18,267
	Ford F250 with liftgate	27,100
	Ford F250	23,900
	Reserve for future sewer capital equipment	41,302
	Total	118,919

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**VILLAGE OF NEW LENOX**

**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Fund 72 - WWTP #2 Expansion  
WWTP Construction**



**Fund Objective:**

This fund was created (1) to provide a fund for financing expenses associated with the expansion of WWTP #2; (2) to review planned expansions for compatibility to existing systems and to review equipment and materials associated with improvements; and, (3) to oversee the consultant/contractor relationship on behalf of the Village of New Lenox and to keep the Board informed of all changes in scope to the approved work.

**Fund Activities:**

Complete the design engineering for the expansion of WWTP #2

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	25,176	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$25,176</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Budget Commentary:**

Design was completed in FY 14/15. Construction for the expansion of the WWTP #2 is budgeted in Fund 70. This fund was closed at 4/30/15.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

WWTP # 2 EXPANSION					ACCT NO 72-500
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<u>CONTRACTUAL SERVICES</u>				
4402	Engineering	25,176	0	0	0
	<b>Total Contractual Services</b>	<u>\$25,176</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<b>Total WWTP #2 Expansion</b>	<u>\$25,176</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

**VILLAGE OF NEW LENOX**

**WATER FUNDS**

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VILLAGE OF NEW LENOX



Annual Budget for the Fiscal Year Beginning May 1, 2016  
 Water Fund  
 All Program Expenditures

Program Number	Program Name	Department Reporting	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
600	Water Administration	Public Works	\$ 1,254,305	\$ 1,236,409	\$ 1,225,844	\$ 3,423,605
601	Water Distribution	Public Works	\$ 429,772	\$ 614,376	\$ 561,341	\$ 550,071
602	Water Production	Public Works	\$ 3,500,235	\$ 4,540,045	\$ 4,082,930	\$ 4,707,495
603	Water Utility Billing	Public Works	\$ 425,688	\$ 484,076	\$ 487,598	\$ 559,044
<b>Total Water Fund</b>			<b>\$ 5,610,000</b>	<b>\$ 6,874,906</b>	<b>\$ 6,357,713</b>	<b>\$ 9,240,215</b>

VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Water Fund  
Program 600 - Water Administration**

**Program Description:**

The Water Department Administration Division is responsible for the management and supervision of the water production, distribution and utility billing divisions.

**Program Objectives:**

The primary objectives of the Administrative division are to provide water service for the lowest practical cost to our customers. Work consists of directing and managing the daily activities of the programs to ensure operation and delivery of water to the customers.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Water Superintendent	1.00	1.00
Total FTE	1.00	1.00

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2015 Ford F250 4x4 Pickup Truck w/plow (W-11)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	781,276	825,003	826,669	854,468
Commodities	13,571	26,958	23,500	19,058
Contractual	187,158	143,798	135,858	114,354
Capital Outlay	1,200	5,650	4,817	4,725
Transfers	271,100	235,000	235,000	2,431,000
<b>TOTAL</b>	<b>\$1,254,305</b>	<b>\$1,236,409</b>	<b>\$1,225,844</b>	<b>\$3,423,605</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

WATER FUND	PUBLIC WORKS - PROGAM 600 - WATER ADMINISTRATION	ACCT NO 80-600			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	66,370	82,384	85,279	87,821
4105	Overtime Pay	7,360	10,000	9,500	4,000
4107	Personnel: Shared Admin. Cost	636,000	650,000	650,000	692,400
4203	Pension Contribution-IMRF/FICA	15,284	18,902	18,902	18,896
4204	Workmen's Compensation	37,040	43,487	43,487	31,000
4207	Medical & Life Insurance	19,222	20,230	19,501	20,351
	<b>Total Personal Services</b>	<b>\$781,276</b>	<b>\$825,003</b>	<b>\$826,669</b>	<b>\$854,468</b>
<b><u>COMMODITIES</u></b>					
4310	General Office Supplies	1,553	2,000	2,000	2,000
4315	Forms, Books & Manuals	0	300	300	300
4330	Vehicle Fuel & Oil	686	2,500	500	1,500
4333	Operating Supplies	7,670	8,500	8,500	8,500
4354	Vehicle Supplies & Equipment	1,189	7,950	6,500	1,000
4362	Safety Gear & Uniforms	2,473	5,508	5,500	5,558
4365	Communication Supplies	0	200	200	200
	<b>Total Commodities</b>	<b>\$13,571</b>	<b>\$26,958</b>	<b>\$23,500</b>	<b>\$19,058</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4403	Administrative Costs	49,303	1,900	1,900	3,200
4405	Physical Exams	0	2,530	2,530	0
4421	Telephone Access Line	2,490	5,000	3,500	4,000
4426	Meeting & Expense Allowance	109	100	95	500
4427	Education & Training	3,694	13,167	6,800	11,738
4445	Repairs: Vehicle & Equipment	3,147	1,000	500	1,000
4446	Repairs: Building & Facilities	12,165	10,500	10,500	10,000
4447	Maintenance Contracts	1,925	4,610	4,992	5,071
4454	Equipment Service	16,822	13,000	13,000	13,000
4481	Professional Memberships	602	710	760	845
4482	Self Insurance Pool	96,901	91,281	91,281	65,000
	<b>Total Contractual Services</b>	<b>\$187,158</b>	<b>\$143,798</b>	<b>\$135,858</b>	<b>\$114,354</b>
<b><u>CAPITAL OUTLAY</u></b>					
4573	Office Equipment	1,200	1,400	1,100	600
4575	Heavy Duty Equipment	0	4,250	3,717	4,125
	<b>Total Capital Outlay</b>	<b>\$1,200</b>	<b>\$5,650</b>	<b>\$4,817</b>	<b>\$4,725</b>
	<b>Sub-Total Water O &amp; M</b>	<b>\$983,205</b>	<b>\$1,001,409</b>	<b>\$990,844</b>	<b>\$992,605</b>
<b><u>TRANSFERS</u></b>					
4910	To General	8,720	8,720	8,720	8,720
4982	To 1999 IEPA Water Rev. Bonds	226,280	226,280	226,280	226,280
4984	To Water Capital Improvements	0	0	0	2,196,000
4985	To 2014A/2005 G.O. Bonds	36,100	0	0	0
	<b>Total Transfers</b>	<b>\$271,100</b>	<b>\$235,000</b>	<b>\$235,000</b>	<b>\$2,431,000</b>
	<b>Total Water Administration</b>	<b>\$1,254,305</b>	<b>\$1,236,409</b>	<b>\$1,225,844</b>	<b>\$3,423,605</b>

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

WATER FUND	PUBLIC WORKS - PROGRAM 600 - WATER ADMINISTRATION				ACCT NO 80-600
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b>Budget Notes for Water Fund Program 602 - Water Administration</b>					
Object Code	Description	Amount	Object Code	Description	Amount
4310	General Office Supplies Paper, pens, toner	2,000	4482	Self Insurance Pool Property & Liability Ins.	65,000
	Total	2,000		Total	65,000
4333	Operating Supplies Bldg. supplies/general parts, coffee, locate paint & flags	8,500	4447	Maintenance Contracts BSI Online 1/4 EQ Laundry 1/4 EQ Contracts	500 450 2,111
	Total	8,500		RPZ test Security System Office Equip.	900 710 400
	Total	5,558		Total	5,071
4362	Safety Gear & Uniforms Uniforms-1 employee 1/4 EQ Uniforms & Safety T-shirts Safety glasses, gloves, etc.	480 328 1,250 3,500	4481	Professional Memberships APWA (1) AWWA (7)	155 690
	Total	3,200		Total	845
4403	Administrative Costs Continuing disclosure services Assistance w/ Longitude/Latitude	1,900 1,300	4573	Office Equipment White Boards	600
	Total	4,000		Total	600
4421	Telephone Access Line Cell phones & internet	4,000	4575	Heavy Duty Equipment 1/4 EQ Equipment	4,125
	Total	4,000		Total	4,125
4427	Education & Training IPWSOA Conference (2) APWA Accreditation 1/4 EQ Training License renewals classes CEU Seminars/classes	2,000 6,500 238 1,500 1,500	4910	Transfer to General Copier Monitoring E-billing	1,170 1,500 6,050
	Total	11,738		Total	8,720
4446	Repairs: Building & Facilities PW Garage repairs (new bldg.) Electrical/air Upgrade-S. wall	2,500 7,500		Total	8,720
	Total	10,000			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Water Fund  
Program 601 - Water Distribution**

**Program Description:**

The water distribution system program is responsible for the repair and maintenance of the water distribution system and related functions.

**Program Objectives:**

The primary objectives of the water distribution system division are the evaluation and preventative maintenance of the water distribution system to ensure a proactive response verses a reactive response. Work consists of locating underground appurtenances, evaluating and exercising of fire hydrants and main line valves for proper operation.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Senior Operator-Water	0.00	1.00
Water Operator	2.00	1.00
Water Laborer	1.00	1.00
Total FTE	<u>3.00</u>	<u>3.00</u>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2012 Ford F250 Utility Truck (W-7)	1	1
2013 Ford Step Van Maintenance Truck (W-9)	1	1
2015 Ford F250 Utility Truck (W-13, W-15)	1	2

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	266,835	315,941	316,146	330,707
Commodities	80,150	98,515	85,506	118,944
Contractual	61,839	106,420	67,831	70,420
Capital Outlay	20,948	93,500	91,858	30,000
Transfers	-	-	-	-
<b>TOTAL</b>	<u>\$429,772</u>	<u>\$614,376</u>	<u>\$561,341</u>	<u>\$550,071</u>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

WATER FUND	PUBLIC WORKS - PROGRAM 601 - WATER DISTRIBUTION	ACCT NO 80-601			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	153,190	177,770	184,014	189,502
4102	Salaries: Part-Time	14,255	15,000	15,000	15,000
4105	Overtime Pay	26,403	40,000	35,000	40,000
4203	Pension Contribution-IMRF/FICA	38,421	47,700	47,700	50,351
4207	Medical & Life Insurance	34,566	35,471	34,432	35,854
	<b>Total Personal Services</b>	<b>\$266,835</b>	<b>\$315,941</b>	<b>\$316,146</b>	<b>\$330,707</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	6,015	8,000	8,000	8,000
4354	Vehicle Supplies & Equipment	2,819	2,500	1,000	2,500
4360	Minor Equipment & Tools	12,815	13,725	14,216	19,004
4362	Safety Gear & Uniforms	1,083	1,290	1,290	1,440
4374	Repair Material: Distribution System	33,529	50,000	23,000	50,000
4377	Rock, Sand & Soil	23,097	20,000	35,000	35,000
4381	Paint & Supplies	792	3,000	3,000	3,000
	<b>Total Commodities</b>	<b>\$80,150</b>	<b>\$98,515</b>	<b>\$85,506</b>	<b>\$118,944</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4445	Repairs: Vehicle & Equipment	454	4,000	3,000	4,000
4447	Maintenance Contracts	2,741	2,930	2,930	2,930
4454	Equipment Service	6,774	12,000	6,000	6,000
4461	Machinery & Equipment Rental	0	1,000	500	1,000
4463	Repairs: Distribution System	42,531	68,000	38,000	38,000
4466	Land Lease Agreement	274	5,290	5,290	5,290
4469	JULIE Contract	3,080	3,200	3,111	3,200
4486	Refuse Removal	5,985	10,000	9,000	10,000
	<b>Total Contractual Services</b>	<b>\$61,839</b>	<b>\$106,420</b>	<b>\$67,831</b>	<b>\$70,420</b>
<b><u>CAPITAL OUTLAY</u></b>					
4550	Physical Plant Major Repairs	20,948	30,000	28,000	30,000
4575	Heavy Duty Equipment	0	56,000	55,457	0
4576	Other Equipment	0	7,500	8,401	0
	<b>Total Capital Outlay</b>	<b>\$20,948</b>	<b>\$93,500</b>	<b>\$91,858</b>	<b>\$30,000</b>
	<b>Total Water Distribution</b>	<b>\$429,772</b>	<b>\$614,376</b>	<b>\$561,341</b>	<b>\$550,071</b>

**Budget Notes for Water Fund Program 601 - Water Distribution**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4360	Minor Equipment & Tools		4466	Land Lease Agreement	
	Replacement hoses for all pumps	3,100		CN-Cedar	280
	Magnetic manhole lifter	2,400		Road	
	Hand and power tools, etc.	3,200		<u>Metra</u>	
	4" pump	3,500		Pine Street	50
	(3) Light Globes	4,900		Lake	
	1/4 EQ Equipment & Tools	1,904		Michigan	4,960
	Total	19,004		pipe (7/8) (1/8-	
				Total	5,290
4362	Safety Gear & Uniforms				
	Uniforms-3 employees @\$480/ea.	1,440			
	Total	1,440			
4374	Repair Material: Distribution System		4469	JULIE Contract	
	Hydrants & hydrant parts, misc. pipe	50,000		1/3 of annual	3,200
	fittings, water main repair clamps, etc.			contract	
	Total	50,000		Total	3,200
4377	Rock, Sand & Soil		4486	Refuse Removal	
	Road repair, backfill for water main	35,000		Spoils	
	breaks			removed-	10,000
	Total	35,000		water main	
				breaks	
				Total	10,000
4381	Paint & Supplies		4550	Physical Plant Major Repairs	
	Hydrant paints, pump & piping paint,	3,000		Leak survey	30,000
	well houses			Total	30,000
	Total	3,000			
4447	Maintenance Contracts				
	Cathodic protection	2,600			
	Meter calibration	330			
	Total	2,930			
4461	Machinery & Equipment Rental				
	Excavator rental & specialty tools	1,000			
	Total	1,000			
4463	Repairs: Distribution System				
	Water main repairs	25,000			
	Pressure valve maintenance (3)	13,000			
	Total	38,000			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Water Fund  
Program 602 - Water Production**

**Program Description:**

The water production program is responsible for the delivery of water to the distribution system utilizing 4 pump stations and 4 water storage facilities. In addition, this program is responsible for compliance with all current and future water regulations set forth by the USEPA, IEPA and any other agencies that may have jurisdiction.

**Program Objectives:**

The primary objective of the water production program is ensuring water quality, water quantity and regulatory standards are met. Work consists of maintaining pumps and stations, ensure all regulatory compliance samples are collected and submitted to correct regulatory agency.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Chief Water Operator	1.00	1.00
Water Operator	1.00	1.00
Total FTE	<u>2.00</u>	<u>2.00</u>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2016 Ford F250 4x2 Utility Pickup Truck (W-16)	1	1
2015 Ford F250 4x4 Pickup Truck with Plow (W-12)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	210,001	224,620	236,005	244,770
Commodities	3,133,119	4,110,960	3,668,260	4,261,460
Contractual	157,115	204,465	178,665	201,265
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	<u>\$3,500,235</u>	<u>\$4,540,045</u>	<u>\$4,082,930</u>	<u>\$4,707,495</u>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

WATER FUND	PUBLIC WORKS - PROGAM 602 - WATER PRODUCTION	ACCT NO 80-602			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	122,361	130,670	135,260	139,293
4102	Salaries: Part-Time	0	10,000	10,000	10,000
4105	Overtime Pay	29,593	23,000	30,000	30,200
4203	Pension Contribution-IMRF/FICA	31,612	33,519	33,519	36,963
4207	Medical & Life Insurance	26,435	27,431	27,226	28,314
	<b>Total Personal Services</b>	<b>\$210,001</b>	<b>\$224,620</b>	<b>\$236,005</b>	<b>\$244,770</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	5,546	7,500	5,000	7,500
4334	Chemicals & Supplies	2,457	3,500	3,500	3,500
4335	Printing Costs	2,628	3,500	3,500	3,500
4340	Wholesale Water Purchase	2,967,461	3,870,000	3,500,000	4,020,000
4342	Water Purchase: Oak Lawn Debt	111,353	180,000	110,000	180,000
4343	Joint System Maintenance Acct.	36,101	35,000	35,000	35,000
4354	Vehicle Supplies & Equipment	1,503	600	400	1,000
4362	Safety Gear & Uniforms	627	860	860	960
4376	Repair Material: Wells	5,443	9,000	9,000	9,000
4381	Paint & Supplies	0	1,000	1,000	1,000
	<b>Total Commodities</b>	<b>\$3,133,119</b>	<b>\$4,110,960</b>	<b>\$3,668,260</b>	<b>\$4,261,460</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4409	Laboratory Testing	11,168	18,000	13,000	15,000
4420	Telephone Service	29,893	22,800	24,500	25,000
4444	Electric & Gas	100,455	132,000	113,000	133,000
4445	Repairs: Vehicle & Equipment	0	2,000	1,000	1,000
4447	Maintenance Contracts	6,993	8,500	9,000	8,600
4454	Equipment Service	450	6,000	2,000	2,000
4464	Repairs: Wells	3,920	6,000	7,000	7,500
4494	Lawn Maintenance	4,236	9,165	9,165	9,165
	<b>Total Contractual Services</b>	<b>\$157,115</b>	<b>\$204,465</b>	<b>\$178,665</b>	<b>\$201,265</b>
	<b>Total Water Production</b>	<b>\$3,500,235</b>	<b>\$4,540,045</b>	<b>\$4,082,930</b>	<b>\$4,707,495</b>

**Budget Notes for Water Fund Program 602 - Water Production**

<u>Object Code</u>	<u>Description</u>	<u>Amount</u>	<u>Object Code</u>	<u>Description</u>	<u>Amount</u>
4334	Chemicals & Supplies		4444	Electric & Gas	
	Chlorine, test reagents	3,500		Energy costs	
	Total	<u>3,500</u>		for all	
				facilities plus	133,000
4335	Printing Supplies			1/2 bill at the	
	Door hangers, business cards, etc.	500		PW Garage	
	Water Quality report	3,000			
	Total	<u>3,500</u>		Total	<u>133,000</u>
4340	Wholesale Water Purchase		4447	Maintenance Contracts	
	Estimated gallons purchased 860,000,000 gallons			Security	4,100
	Chicago rate \$3.815 (\$4.006 on 6/1/16)			Generator	4,500
	Oak Lawn O & M \$0.435			Total	<u>8,600</u>
	Tinley Park O & M \$0.232	4,020,000			
	Total	<u>4,020,000</u>			
4342	Water Purchase:Oak Lawn Debt		4464	Repairs: Wells	
	2011A & 2006 GO Debt and the			SCADA	7,500
	IEPA Loan quarterly interest	180,000		Total	<u>7,500</u>
	Total	<u>180,000</u>			
4343	Joint System Maintenance Account		4494	Lawn Maintenance	
	Annual deposit into the joint system			Mowing	
	checking account (Mokena & NL)	35,000		TPPS &	9,165
	for major improvements to the joint			Wells	
	system			#5,10,11	
	Total	<u>35,000</u>		Total	<u>9,165</u>
4362	Safety Gear & Uniforms				
	Uniforms-\$480 ea.-2 employees	960			
	Total	<u>960</u>			
4376	Repair Materials: Wells				
	Repair parts for wells	9,000			
	Total	<u>9,000</u>			
4381	Paint & Supplies				
	Well exterior/interior paint	1,000			
	Total	<u>1,000</u>			
4409	Laboratory Testing				
	Federal, State & County lab fees	15,000			
	Total	<u>15,000</u>			
4420	Telephone Service				
	Alarm & telemetry, Centrex line	25,000			
	Total	<u>25,000</u>			

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Water Fund  
Program 603 - Water Utility Billing**

**Program Description:**

The utility billing program is responsible for the collection and submission of the monthly water meter reads.

**Program Objectives:**

The primary objectives of the utility billing program are the timely and accurate collection of the water meter reads and submission of data to the utility billing department for processing. The program also reconciles resident billing inquiries and performs repairs of inoperable water meters.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Utility Maintenance Specialist	1.00	1.00
Utility Billing Specialist	1.00	1.00
Accounting Specialist	1.00	1.00
<b>Total FTE</b>	<b>3.00</b>	<b>3.00</b>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2013 Ford F-250 Utility Truck (W-10)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	244,731	275,375	278,233	290,918
Commodities	40,054	44,530	40,980	53,680
Contractual	5,112	9,275	7,130	9,010
Capital Outlay	135,791	154,896	161,255	205,436
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$425,688</b>	<b>\$484,076</b>	<b>\$487,598</b>	<b>\$559,044</b>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

WATER FUND	PUBLIC WORKS - PROGRAM 603 - WATER UTILITY BILLING	ACCT NO 80-603			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4101	Salaries: Full-Time	149,626	174,444	180,573	185,958
4102	Salaries: Part-Time	3,870	0	0	0
4105	Overtime Pay	1,900	5,000	2,400	5,000
4203	Pension Contribution-IMRF/FICA	31,561	36,683	37,030	39,297
4207	Medical & Life Insurance	57,774	59,248	58,230	60,663
	<b>Total Personal Services</b>	<b>\$244,731</b>	<b>\$275,375</b>	<b>\$278,233</b>	<b>\$290,918</b>
<b><u>COMMODITIES</u></b>					
4311	Postage	21,234	21,000	21,000	21,000
4330	Vehicle Fuel & Oil	4,623	5,000	3,500	5,000
4335	Printing Costs	13,807	16,700	14,500	16,700
4354	Vehicle Supplies & Equipment	117	900	900	1,000
4360	Minor Tools & Equipment	0	500	650	9,500
4362	Safety Gear & Uniforms	273	430	430	480
	<b>Total Commodities</b>	<b>\$40,054</b>	<b>\$44,530</b>	<b>\$40,980</b>	<b>\$53,680</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4427	Education & Training	0	200	200	500
4445	Repairs: Vehicle & Equipment	0	1,000	500	1,000
4447	Maintenance Contracts	5,112	5,075	5,430	5,510
4454	Equipment Service	0	3,000	1,000	2,000
	<b>Total Contractual Services</b>	<b>\$5,112</b>	<b>\$9,275</b>	<b>\$7,130</b>	<b>\$9,010</b>
<b><u>CAPITAL OUTLAY</u></b>					
4560	Water Meters	135,791	154,896	161,255	205,436
	<b>Total Capital Outlay</b>	<b>\$135,791</b>	<b>\$154,896</b>	<b>\$161,255</b>	<b>\$205,436</b>
	<b>Total Water Utility Billing</b>	<b>\$425,688</b>	<b>\$484,076</b>	<b>\$487,598</b>	<b>\$559,044</b>

**Budget Notes for Water Fund Program 603 - Water Utility Billing**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4311	Postage		4447	Maintenance Contracts	
	1/2 cost of mailing utility bills	21,000			
	Total	21,000		AS 400 utility software	1,900
4335	Printing Costs			Sensus	
	Sprinkler flyers	1,200		Autoread software	1,850
	Delinquent notices	500		renewal	
	1/2 cost of printing utility bills	15,000		AS400 Network	850
	Total	16,700		support	
4360	Minor Equipment & Tools			IBM hardware & software	910
	Tools for install, service & prog. of water meters & MXUs	9,500		support	
	Total	9,500		Total	5,510
4362	Safety Gear & Uniforms				
	Uniforms-\$480/ea.-1 employee	480			
	Total	480			
4427	Education & Training				
	Utility billing seminars	500			
	Total	500			
4560	Water Meters				
	172 new homes @ \$568 each	97,696			
	Commercial (10 @ \$1,500 each)	15,000			
	Replacement meters (180 @ \$168)	30,240			
	Replacement MXUs (180 @ \$135)	62,500			
	Total	205,436			

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Water Fund  
Fund 84-Water Capital Improvement Fund**

**Program Description:**

The Water Capital Improvement/Capital Outlay budget is used to process large scale capital improvement and acquisitions in the Water Department. Primarily, projects and acquisitions funded here are limited to pumping facilities and distribution system upgrades and their expansion, as well as the purchase of large scale rolling stock items and other equipment that have operation lives in excess of ten (10) years.

**Program Objectives:**

The primary objective of the Capital Improvement/Capital Outlay budget is to provide a funding source which permits the improvement of the water system and the procurement of major items which enhance the operation of the system as a whole.

**Program Activities:**

Complete the rehabilitation & painting on the Joliet Highway standpipe

Begin the engineering on project interconnecting the services fed from the Nelson Road tower with the rest of the Village

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	-	-	-	-
Commodities	-	-	-	-
Contractual	27,400	336,840	288,860	876,000
Capital Outlay	336,953	1,970,235	733,568	1,218,920
Transfers	1,116,521	1,472,020	1,490,174	1,201,828
<b>TOTAL</b>	<b>\$1,480,874</b>	<b>\$3,779,095</b>	<b>\$2,512,602</b>	<b>\$3,296,748</b>

**Budget Commentary:**

The funding for this fund's activities is derived from water tap on or connection fees and grant proceeds.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

WATER FUND	PUBLIC WORKS - WATER CAPITAL IMPROVEMENTS/CAPITAL OUTLAY	ACCT NO 84-600			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
	<b><u>CONTRACTUAL SERVICES</u></b>				
4402	Engineering	27,400	336,840	288,860	876,000
	<b>Total Contractual Services</b>	<u>\$27,400</u>	<u>\$336,840</u>	<u>\$288,860</u>	<u>\$876,000</u>
	<b><u>Capital Outlay</u></b>				
4547	Bad Debt Expense (IMET Loss)	15,207	0	0	0
4550	Physical Plant Major Repairs	0	690,000	565,365	97,920
4571	Equipment/Lease Purchase	50,937	30,235	30,238	0
4581	Distribution System Improvements	41,068	1,250,000	137,500	1,121,000
4589	Line Extension	229,741	0	465	0
	<b>Total Capital Outlay</b>	<u>\$336,953</u>	<u>\$1,970,235</u>	<u>\$733,568</u>	<u>\$1,218,920</u>
	<b><u>Transfers</u></b>				
4952	To Equipment Replacement	72,102	420,778	438,736	141,390
4963	To 2009 G.O. Refunding Bonds	50,963	50,963	50,963	50,963
4982	To 1999 IEPA Lake Water Rev. Bonds	431,127	431,126	431,126	431,127
4985	To 2014B/2005 G.O. Bonds	562,329	569,153	569,349	578,348
	<b>Total Transfers</b>	<u>\$1,116,521</u>	<u>\$1,472,020</u>	<u>\$1,490,174</u>	<u>\$1,201,828</u>
	<b>Total Water Capital Improvement</b>	<u>\$1,480,874</u>	<u>\$3,779,095</u>	<u>\$2,512,602</u>	<u>\$3,296,748</u>

**Budget Notes for Water Capital Improvement-Fund 84**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4402	Engineering		4952	Transfer to Equip. Replacement	
	Rt. 30 Under I-80 Water Main design	119,000		Forklift (1/2)	12,500
	N. Cedar Rd. Water Main design	132,000		Ford Transit	8,350
	S. Cedar Rd. Water Main design	197,000		(1/3)	
	Update water model	5,000		TR270 Track	18,267
	Ferro Tower bid services	6,000		Loader (1/3)	
	Rt. 30:Church-Vet. Water Mn design	152,000		Hydraulic	12,500
	Booster Station Const. services	65,000		Hammer	
	Oak-Fir Water Main design	200,000		Reserve for	89,773
	Total	876,000		Future equipment	
				Total	141,390
4550	Physical Plant Major Repairs				
	Joliet Highway Standpipe Rehab.	97,920			
	Total	97,920			
4581	Distribution System Improvements				
	Southeast Booster Station	1,071,000			
	Emergency repairs/replacements such as transmission line repairs, Joliet Highway SCADA PLC failure, etc.	50,000			
	Total	1,121,000			

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**VILLAGE OF NEW LENOX**



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Fund 45 - Commuter Parking Lot  
Commuter Parking Lot**

**Fund Description:**

The Commuter Parking Lot function is a separate enterprise designed to maintain and operate the Village's two commuter parking lots. The first lot is a 1,100 car commuter parking lot adjacent to the Metra Rock Island Railroad Depot. The second lot, opened in the Fall of 2006, is a 300 car commuter parking lot adjacent to the Metra Southwest Railroad Depot. Daily and monthly parking fees are collected to offset the cost of the operation and maintenance of the facility. Work consists of fare collection and enforcement, pavement and lighting maintenance, snow removal, landscape maintenance and patrolling the commuter lots.

**Fund Objectives:**

The purpose of the Commuter Parking Lot is to provide a safe, clean, efficient, well lit parking facility for commuter rail users.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	102,000	105,000	105,000	112,500
Commodities	7,071	800	996	7,300
Contractual	61,050	126,920	76,915	129,275
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	<b>\$170,121</b>	<b>\$232,720</b>	<b>\$182,911</b>	<b>\$249,075</b>

**Budget Commentary:**

The code enforcement officer performs duties related to the two commuter parking lots for 50% of the day and the balance of the day is code enforcement for the Village, the code enforcement officer is funded out of the General Fund-Program 422 Code Enforcement and charged back as a Personnel Share Administrative Cost.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

COMMUTER PARKING LOT FUND					ACCT NO 45-730
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4107	Personnel: Shared Admin. Costs	102,000	105,000	105,000	112,500
	<b>Total Personal Services</b>	<u>\$102,000</u>	<u>\$105,000</u>	<u>\$105,000</u>	<u>\$112,500</u>
<b><u>COMMODITIES</u></b>					
4333	Operating Supplies	6,421	0	0	6,500
4334	Chemicals & Supplies	650	800	996	800
	<b>Total Commodities</b>	<u>\$7,071</u>	<u>\$800</u>	<u>\$996</u>	<u>\$7,300</u>
<b><u>CONTRACTUAL SERVICES</u></b>					
4444	Electric & Gas	9,095	9,000	9,000	9,360
4446	Repairs: Building & Facility	1,651	7,650	7,650	7,650
4447	Maintenance Contracts	0	2,350	2,350	2,350
4455	Snow & Ice Removal	42,389	100,000	50,000	100,000
4466	Land Lease Agreement	10	10	10	10
4494	Lawn Maintenance	7,905	7,910	7,905	9,905
	<b>Total Contractual Services</b>	<u>\$61,050</u>	<u>\$126,920</u>	<u>\$76,915</u>	<u>\$129,275</u>
<b><u>CAPITAL OUTLAY</u></b>					
4590	Site Development	0	0	0	0
	<b>Total Capital Outlay</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<b>Total Commuter Parking Lot</b>	<u>\$170,121</u>	<u>\$232,720</u>	<u>\$182,911</u>	<u>\$249,075</u>

**Budget Notes for Fund 45 - Commuter Parking Lot Fund**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4333	Operating Supplies Tokens for parking lot (2 year supply)	6,500
	Total	<u>6,500</u>
4334	Chemicals & Supplies  Weed killers, fertilizers, sidewalk salt, line striping paint	800
	Total	<u>800</u>
4444	Electric & Gas Laraway Metra station alarm & metered utilities	9,360
	Total	<u>9,360</u>
4446	Repairs: Building & Facility  Striping, landscaping, painting, lights at the 2 Metra parking lots	7,650
	Total	<u>7,650</u>
4447	Maintenance Contracts  Camera annual maintenance fee	2,350
	Total	<u>2,350</u>
4455	Snow & Ice Removal  Outside contractor maintaining Route 30 lot during the winter	100,000
	Total	<u>100,000</u>
4466	Land Lease Agreement  Metra railroad lease agreement	10
	Total	<u>10</u>
4494	Lawn Maintenance Mulch	2,000
	Mowing, shrub trimming, fertilization & weed control	7,905
	Total	<u>9,905</u>

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VILLAGE OF NEW LENOX



**Annual Budget for the Fiscal Year Beginning May 1, 2016  
Internal Service Fund-Fund 50  
Program 710 - Equipment Services**

**Program Objective:**

The Equipment Services Department's primary objective is to provide preventative maintenance on all Village owned equipment, to ensure the availability of said equipment for its unhampered use by Village staff. In addition, the Equipment Services Department performs repairs, both mechanical and aesthetic, required to return failed or damaged equipment service. Its duties include keeping records of repair and maintenance costs, to assist in budgeting and life cycle assessments for vehicle replacement.

**Program Activities:**

Maintain vehicle service records and vehicle inventory on the computer

Conduct an annual inventory on the parts and supplies

Perform maintenance and repairs for all Village administrative vehicles, squad cars, trucks, tractors and assorted small engine drive pumps, mowers and saws.

**Program Personnel Authorization:**

Position	2015-16 Actual	2016-17 Budget
Fleet Supervisor	1.00	1.00
Mechanic	1.00	1.00
Total FTE	<u>2.00</u>	<u>2.00</u>

**Vehicles Assigned**

Vehicle	2015-16 Actual	2016-17 Budget
2013 Ford F150 (ES-2)	1	1
2015 Ford F250 (ES-3)	1	1

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	197,168	200,280	191,500	204,745
Commodities	276,971	406,160	297,190	351,375
Contractual	56,316	89,300	66,116	86,195
Capital Outlay	29,000	17,000	14,865	16,500
<b>TOTAL</b>	<u>\$559,455</u>	<u>\$712,740</u>	<u>\$569,671</u>	<u>\$658,815</u>

**Budget Commentary:**

There are no significant changes in this program.

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

EQUIPMENT SERVICES FUND					ACCT NO 50-710
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4106	Cost of Labor	197,168	200,280	191,500	204,745
	<b>Total Personal Services</b>	<b>\$197,168</b>	<b>\$200,280</b>	<b>\$191,500</b>	<b>\$204,745</b>
<b><u>COMMODITIES</u></b>					
4330	Vehicle Fuel & Oil	132,751	292,000	185,000	245,000
4354	Vehicle Supplies & Equipment	135,251	99,250	97,500	97,450
4360	Minor Equipment & Tools	8,033	13,700	13,700	7,615
4362	Safety Gear & Uniforms	936	1,210	990	1,310
	<b>Total Commodities</b>	<b>\$276,971</b>	<b>\$406,160</b>	<b>\$297,190</b>	<b>\$351,375</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4427	Education & Training	0	500	506	950
4435	Laundry	853	2,000	1,350	1,800
4445	Repairs: Vehicle & Equipment	55,009	80,000	56,000	75,000
4447	Maintenance Contracts	454	6,800	8,260	8,445
	<b>Total Contractual Services</b>	<b>\$56,316</b>	<b>\$89,300</b>	<b>\$66,116</b>	<b>\$86,195</b>
<b><u>CAPITAL OUTLAY</u></b>					
4575	Heavy Duty Equipment	29,000	17,000	14,865	16,500
	<b>Total Capital Outlay</b>	<b>\$29,000</b>	<b>\$17,000</b>	<b>\$14,865</b>	<b>\$16,500</b>
	<b>Total Equipment Services</b>	<b>\$559,455</b>	<b>\$712,740</b>	<b>\$569,671</b>	<b>\$658,815</b>

## ANNUAL BUDGET EXPENDITURE DETAIL

EQUIPMENT SERVICES FUND					ACCT NO 50-710
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b>Budget Notes for Internal Service Fund 50 - Equipment Service</b>					
Object Code	Description	Amount	Object Code	Description	Amount
4106	Cost of Labor		4435	Laundry	
	Salaries: Full-Time	135,845		Towels	1,800
	IMRF/FICA	28,393		Total	1,800
	Medical & Life Insurance	40,507			
	Total	204,745	4445	Repairs: Veh. & Equip.	
4330	Vehicle Fuel & Oil			Trans.,	
	Unleaded Fuel	180,000		alignment,	75,000
	Diesel Fuel	65,000		fuel station,	
	Total	245,000		etc.	
				Total	75,000
4354	Vehicle Supplies & Equipment		4447	Maintenance Contracts	
	Jump Pack	450		Parts washer	950
	Parts, filters, tires, snow plow blades, nuts & bolts, fluid, etc.	97,000		CFA	2,995
	Total	97,450		software	
4360	Minor Equipment & Tools			Scanner	1,400
	Abrasive Blast Cabinet	2,500		Hotsy Serv.	500
	Floor Jack	600		Crane Insp.	400
	Snap On Air Jack	915		Fuel System	700
	Miscellaneous tools	3,600		Inspection	
	Total	7,615		All-Data	1,500
			4575	Heavy Duty Equipment	
4362	Safety Gear & Uniforms			Balancer	6,500
	Safety supplies	350		Tire Mach.	10,000
	Uniforms \$480 each-2 mechanics	960		Total	16,500
	Total	1,310			
4427	Education & Training				
	TBD	450			
	ASE	500			
	Total	950			

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**VILLAGE OF NEW LENOX**

**Annual Budget for the Fiscal Year Beginning May 1, 2016**

**Fund 35 - Police Pension Fund**

**Program 850 - Police Pension Fund**



**Program Objective:**

To provide pension payments to those police pension recipients in a timely manner. To educate the police pension board members in making sound pension fund decisions with the help from legal counsel, financial consultants and outside professional organizations such as IPPFA. To comply with the Illinois State Statutes in reporting, educating and administrating the New Lenox Police Pension Fund.

**Program Activities:**

- Provide pension payments in a timely manner
- Expand the Pension Fund's investment portfolio
- Hold quarterly meetings
- Utilize investment manager to invest accumulated funds
- Utilize pension attorney to assist with legal matters
- Compete annual audit of the New Lenox Police Pension Fund
- Utilize actuary to complete annual actuarial evaluation to assist with levy

**Program Personnel Authorization:**

There are no personnel assigned to this program/fund.

**Summary of Expenditures by Type:**

Description	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Budget
Personnel	570,880	585,224	585,224	604,197
Commodities	0	0	0	0
Contractual	69,696	78,275	72,220	81,345
Capital Outlay	0	0	0	0
Transfers	0	0	0	0
<b>TOTAL</b>	<u>\$640,576</u>	<u>\$663,499</u>	<u>\$657,444</u>	<u>\$685,542</u>

**FUNDING:** Funding is derived from tax levy, police officer contributions and interest on investments

**ANNUAL BUDGET  
EXPENDITURE DETAIL**

PROGRAM 850-POLICE PENSION FUND					ACCT NO 35-850
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	16-17 EST BUDGET
<b><u>PERSONAL SERVICES</u></b>					
4102	Salaries: Part-Time	400	400	400	400
4108	Pension Payment	490,464	504,045	504,045	522,255
4208	Disability Pay	80,016	80,779	80,779	81,542
	<b>Total Personal Services</b>	<b>\$570,880</b>	<b>\$585,224</b>	<b>\$585,224</b>	<b>\$604,197</b>
<b><u>CONTRACTUAL SERVICES</u></b>					
4401	Audit Services	5,500	5,500	5,500	5,500
4410	Legal Services	3,566	5,000	3,200	5,000
4427	Education & Training	3,509	6,500	3,500	6,500
4436	Consultants	46,422	47,000	48,000	55,750
4481	Professional Memberships	775	1,075	795	795
4483	Fiduciary Liability Insurance	3,123	3,200	3,225	3,225
4499	Miscellaneous Expense	6,801	10,000	8,000	4,575
4695	Pension Refund	0	0	0	0
	<b>Total Contractual Services</b>	<b>\$69,696</b>	<b>\$78,275</b>	<b>\$72,220</b>	<b>\$81,345</b>
	<b>Total Police Pension Fund</b>	<b>\$640,576</b>	<b>\$663,499</b>	<b>\$657,444</b>	<b>\$685,542</b>

This budget is for expenses incurred by the Police Pension Fund and is included with the Village budget for information/publication purposes only.

**Budget Notes for Fund 35-Police Pension Fund**

Object Code	Description	Amount
4102	Salaries: Part-Time	
	Clerical support to the board	400
	Total	400
4108	Pension Payment	
	Nine penisoners receiving monthly pension based on DOI calculations	522,255
	Total	522,255
4208	Disability Pension	
	Two penisoners receiving monthly pension based on DOI calculations	81,542
	Total	81,542
4401	Audit Services	
	Annual audit & filing of the New Lenox Police Pension report	5,500
	Total	5,500

**Budget Notes for Fund 35-Police Pension Fund**

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
4410	Legal Services	
	Retainer \$750/qtr. Plus additional legal services	5,000
	Total	5,000
4427	Education & Training	
	Illinois Police Pension Fund Association Annual Conference-5 trustees @ \$800 each	4,000
	Trustee Training	2,500
	Total	6,500
4435	Consultants	
	Outside accounting services	15,000
	Actuarial annual service	3,500
	Actuarial GASB 67 service	1,250
	Consulting services for Police Pension Board regarding money market instruments and other investment activity	36,000
	Total	55,750
4481	Professional Memberships	
	IPPEFA dues	795
	Total	795
4483	Fiduciary Liability Insurance	
	Annual prem.	3,225
	Total	3,225
4499	Miscellaneous Expenses	
	Dept. of Ins. Filing fee	3,475
	Annual physicals-duty disability	600
	Misc: flowers, supplies, etc.	500
	Total	4,575

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**VILLAGE OF NEW LENOX, IL**

**CAPITAL IMPROVEMENTS PLAN**

The following capital improvements plan (CIP) was developed by the Village staff with concurrence from the Board of Trustees. These projects are listed by fund. Each project described indicates the estimated financial impact in the next 5 years. The funding of the programs is listed along with the impact on the future budget years. Whenever possible, the Village applies to help fund these projects. If funds are not available, the project is postponed to the next fiscal year until funds become available. The projects are prioritized and considered during the budget process annually.

A project qualifies for inclusion in the CIP if it meets the following criteria: (1) has a minimum value of \$25,000; (2) has a multiple-year useful life; and (3) results in a fixed asset. Such projects may include land acquisition, the construction of new buildings, additions to or renovations of existing buildings, construction or reconstruction of streets, infrastructure for utilities, and major equipment purchases. Because of the size and magnitude of these projects, bond funds are a major source of funding for projects.

**GENERAL FUND**

<b><u>PROJECT DESCRIPTION</u></b>	<b><u>2016-17</u></b>	<b><u>2017-18</u></b>	<b><u>2018-19</u></b>	<b><u>2019-20</u></b>	<b><u>2020-21</u></b>
Sidewalk and Curb Removal & Replacement Program	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Total General Fund Improvements	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>

**FUNDING OF PROGRAMS:**

The sidewalk removal and replacement program will be paid for out of existing General Fund Balance. It has been the Village Board policy to maintain approximately 2-3 months fund balance. Any excess funds of the estimated 2-3 months fund balance are considered for capital improvements and other General Fund expenditures. From time to time, the federal or state governments announce grant funding availability for major capital projects. If the Village is successful in any grant applications, the budget will be amended to recognize both the grant revenue and the expenditures.

**IMPACT ON FUTURE BUDGET YEARS**

As stated above the above projects will be paid for using existing fund balance. This amount of sidewalks completed in this program is based on the availability of funds.

**MOTOR FUEL TAX FUND**

<b><u>PROJECT DESCRIPTION</u></b>	<b><u>2016-17</u></b>	<b><u>2017-18</u></b>	<b><u>2018-19</u></b>	<b><u>2019-20</u></b>	<b><u>2020-21</u></b>
Annual Street Maintenance Program	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
Total Motor Fuel Tax Fund Improvements	<b>\$1,800,000</b>	<b>\$1,800,000</b>	<b>\$1,800,000</b>	<b>\$1,800,000</b>	<b>\$1,800,000</b>

**FUNDING OF PROGRAMS:**

In the past, the annual street maintenance program was funded solely with the Motor Fuel Tax Allotments. The Illinois Department of Transportation disburses the allotments monthly based on the Village's certified census. The current and future program will be funded by both the Motor Fuel Tax Allotments and a portion of the utility tax from the General Fund. In FY 2011-12, a street inventory was completed which identified a total cost of \$36 million to repave all of the Village roads. An initial plan to repave all of the Village's roads once every 20 years was designed. In order to accomplish this plan, the annual street maintenance program must include \$1.8 million in funds. The total Motor Fuel Tax Fund has a budget of \$1,935,200 this fiscal year. However, of this amount, \$95,200 will be used for commodities rather than contractual services. The goal is to purchase the commodities out of the General Fund in the future to allow for more roads to overlay. This year's program will allow over 6 miles of road to be maintained. The annual street maintenance plan is revisited annually.

**VILLAGE OF NEW LENOX, IL**

**CAPITAL IMPROVEMENTS PLAN**

**IMPACT ON FUTURE BUDGET YEARS**

The annual maintenance program will be adjusted each year based on the availability of Illinois Department of Transportation Motor Fuel Tax Allotments and annual utility tax collections. The goal is to accomplish 1/20th of the streets within the Village of New Lenox annually. This can be accomplished with \$1.8 million of funds. However, future revenue collection will dictate on the amount available for this program. The program will be adjusted based on the revenue available during the budget process.

**PUBLIC IMPROVEMENTS FUND**

<b><u>PROJECT DESCRIPTION</u></b>	<b><u>2016-17</u></b>	<b><u>2017-18</u></b>	<b><u>2018-19</u></b>	<b><u>2019-20</u></b>	<b><u>2020-21</u></b>
Canadian National Railroad Bridge Study	\$50,000	\$0	\$0	\$0	\$0
Quiet Zones-Heritage Corridor	\$61,125	\$0	\$0	\$0	\$0
Quiet Zones-Rock Island	\$11,166	\$760,000	\$0	\$0	\$0
Metra Train Station	\$420,000	\$5,000,000	\$0	\$0	\$0
Sidewalk-Illinois Highway from Nelson to Gougar	\$0	\$0	\$300,000	\$0	\$0
Sidewalk-North Cedar Road-Francis to Lenox Road	\$0	\$0	\$0	\$300,000	\$0
Sidewalk-South Cedar Road-Joliet Highway to CN tracks	\$0	\$0	\$0	\$100,000	\$0
Aerohaven drainage improvements	\$200,000	\$0	\$0	\$0	\$0
Bike Path Extension-Gougar near Providence	\$255,580	\$57,000	\$0	\$0	\$0
LED Street Lights	\$0	\$687,489	\$0	\$0	\$0
<b>Total Public Improvements Fund</b>	<b>\$997,871</b>	<b>\$6,504,489</b>	<b>\$300,000</b>	<b>\$400,000</b>	<b>\$0</b>

**FUNDING OF PROGRAMS:**

The bridge study is fully funded by the Canadian National Railroad, grant proceeds and cash on hand. The Quiet Zones for the Rock Island line and the Heritage Corridor lines will be funded with cash on hand. The LED Street Lights will be funded with a \$428,138 DCEO grant and funds on hand. The bike path extension will be funded with an ITEP grant. If funds are available, the future sidewalks will be installed.

**IMPACT ON FUTURE BUDGET YEARS**

Most of the above projects do not create any impact on the future budgets. The quiet zones will have nominal expenses (\$10,000 annually for all quiet zones) for the replacement of delineators which is funded out of the General Fund Traffic Control Program. When the Village switches to LED street lights, the energy savings is anticipated to cover the cost of this installation within 3 years and have ongoing savings in the future.

**ROADWAY CAPITAL IMPROVEMENTS FUND**

<b><u>PROJECT DESCRIPTION</u></b>	<b><u>2016-17</u></b>	<b><u>2017-18</u></b>	<b><u>2018-19</u></b>	<b><u>2019-20</u></b>	<b><u>2020-21</u></b>
Route 30 Widening-local obligation	\$300,000	\$0	\$0	\$0	\$0
Nelson Road Extension*	\$5,796,000	\$0	\$0	\$0	\$0
Realignment of Cedar Road and Haven Avenue Intersection	\$0	\$0	\$0	\$1,500,000	\$0
Silver Cross Boulevard reconstruction	\$0	\$50,000	\$3,000,000	\$0	\$0
Street Ligts @ Gougar Road & Route 6-Village portion	\$126,000	\$0	\$0	\$0	\$0
Traffic Signal-Route 30 & Veterans Parkway	\$0	\$0	\$300,000	\$0	\$0
Traffic Signal-Cedar Road & Joliet Highway	\$0	\$0	\$750,000	\$0	\$0
Traffic Signal-Schoolhouse Road & Joliet Highway	\$0	\$0	\$400,000	\$0	\$0
<b>Total Roadway Capital Improvements</b>	<b>\$6,222,000</b>	<b>\$50,000</b>	<b>\$4,450,000</b>	<b>\$1,500,000</b>	<b>\$0</b>

**VILLAGE OF NEW LENOX, IL**

**CAPITAL IMPROVEMENTS PLAN**

**FUNDING OF PROGRAMS:**

The Village is obligated for the local portion (total estimated at \$600,000) of the Route 30 widening project. The project started in FY 2011-12 and will be finalized this fiscal year 2016-17. General Fund transfer into this fund will pay for this obligation using a portion of the new utility tax. General Obligation Bonds will be issued to fund the Nelson Road project. Utility Tax will support the annual debt obligation. In the future, funds will be recaptured from the developers of the surrounding undeveloped parcels. Debt will have to be issued to fund the Silver Cross Boulevard reconstruction. However, the Village will recapture a portion of the reconstruction costs from future developers. Funds will have to be secured, either from grants or bonds, to complete the traffic signals. At this time, these traffic signals are not deemed necessary and will be revisited over the years.

**IMPACT ON FUTURE BUDGET YEARS**

The use of the utility tax this year to fund these obligations.

**COMMUTER PARKING LOT FUND**

**PROJECT DESCRIPTION**

	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Route 30-Parking Lot #3 Resurfacing (530 stalls)	\$0	\$273,000	\$0	\$0	\$0
Route 30-Parking Lot #1 Resurfacing (320 stalls)	\$0	\$0	\$239,000	\$0	\$0
Route 30-Parking Lot #2 Resurfacing (300 stalls)	\$0	\$0	\$0	\$145,000	\$0
Laraway-Parking Lot #4 Resurfacing (318 stalls)	\$0	\$0	\$0	\$0	\$207,740
Total Commuter Parking Lot Fund	\$0	\$273,000	\$239,000	\$145,000	\$207,740

**FUNDING OF PROGRAMS:**

Daily commuter parking lot fees fund the operations of the commuter parking lot. The daily parking fee increased from \$1.00 to \$1.25 per day on May 1, 2012. A portion of this \$0.25 increase will fund future lot resurfacing. The total cost of resurfacing the four parking lots is estimated at \$860,000. Annually, the Village's goal is to set aside \$57,500 towards future resurfacing. Each parking lot should be resurfaced every 15 years. Parking Lot #3 is slated for 2017, parking lot #1 is slated for 2019, parking lot #2 is slated for 2020 and parking lot #4 is slated for 2021. Annually the lots are restriped. The lots should be resealed every five years. All of the costs associated with resurfacing, restriping and resealing are funded with daily parking lot fees. The Village staff met with Metra officials, who control the commuter parking lots, about a possible future increase of daily commuter parking lot fees from \$1.25 to \$1.50. This amount was deemed necessary to cover the deficit and future resurfacing projects. This will be reviewed and addressed at the end of this fiscal year.

**IMPACT ON FUTURE BUDGET YEARS**

The goal each year is to set aside \$57,500 of the daily commuter parking lot fees to fund future resurfacing projects. Restriping and resealing will be added to the commuter parking lot budget.

VILLAGE OF NEW LENOX, IL

CAPITAL IMPROVEMENTS PLAN

CEDAR CROSSINGS SSA/BUSINESS DISTRICT

PROJECT DESCRIPTION

	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Cedar Crossing Improvements	\$30,000,000	\$0	\$0	\$0	\$0
Total Cedar Crossings SSA/Business District Fund	<u>\$30,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

FUNDING OF PROGRAMS:

The Village will issue SSA Bonds in the amount of \$10,000,000 and Sales Tax Bonds in the amount of \$20,000,000. These amounts are estimates. Until the economic analysis is completed on this project, the amounts remain estimates. The Village continues to utilize a team of consultants to verify the amount that can be supported by the sales tax generated by the special service area and business district. This project will be the largest commercial project that the Village has ever planned.

IMPACT ON FUTURE BUDGET YEARS

Home Rule Sales tax revenue generated from the SSA and Cedar Crossing commercial units will be used to pay for the annual debt payments.

SEWER FUNDS

PROJECT DESCRIPTION

	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Collection System Improvements	\$142,000	\$100,000	\$100,000	\$100,000	\$100,000
Interceptor Line	\$0	\$3,000,000	\$0	\$0	\$0
Laraway Road Relief Sewer	\$0	\$0	\$0	\$3,100,000	\$0
Lift Station-K-Mart Upgrade	\$34,000	\$400,000	\$0	\$0	\$0
Route 30 Slip Line Asbestos Line	\$0	\$0	\$225,000	\$0	\$0
Route 30 Under I-80 Force Main	\$102,000	\$1,200,000	\$0	\$0	\$0
Wastewater Master Plan	\$120,000	\$0	\$0	\$0	\$0
WWTP #1, #2 and #3 Improvements	\$199,000	\$1,070,000	\$395,000	\$151,000	\$0
WWTP #2 Expansion	\$9,465,000	\$9,465,000	\$0	\$0	\$0
WWTP #3 Expansion	\$0	\$0	\$0	\$12,750,000	\$0
Total Sewer Fund Improvements	<u>\$10,062,000</u>	<u>\$15,235,000</u>	<u>\$720,000</u>	<u>\$16,101,000</u>	<u>\$100,000</u>

FUNDING OF PROGRAMS:

The WWTP #2 expansion will be funded with a low interest IEPA Loan or bond proceeds of which a portion will be issued this fiscal year. Sewer rates were adjusted March 1, 2016 to ensure adequate funds to cover existing debt. A portion of the WWTP #2 expansion project will benefit future customers and a portion will benefit existing customers. The tap on fees structure will be review to ensure coverage of the debt. This expansion as well as the future expansion of WWTP #3 have been delayed since the village growth has slowed in recent years. Future developers will have the recapture costs associated with these projects.

IMPACT ON FUTURE BUDGET YEARS

Sewer rates are adjusted annually to cover the increasing operating costs. Future capital improvements were considered during the sewer rate study including the cost of WWTP #2 expansion. Tap on fees will be used to fund the other projects listed. Future annexation agreements will address the recapture of the fees associated with the expansion and improvements benefiting the new developments.

VILLAGE OF NEW LENOX, IL

CAPITAL IMPROVEMENTS PLAN

WATER FUNDS

<u>PROJECT DESCRIPTION</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Southeast Pump Station	\$1,136,000	\$0	\$0	\$0	\$0
SCADA Upgrade	\$50,000	\$0	\$0	\$0	\$0
Water Tower Rehab.-Joliet Highway Water Tower	\$97,920	\$0	\$0	\$0	\$0
Water Tower Rehab.-Ferro Water Tower	\$6,000	\$600,000	\$0	\$0	\$0
Water Main-Replacement of Cedar Road (Gum to Francis)	\$120,000	\$1,750,000	\$0	\$0	\$0
Water Main-Replacement of Cedar Road (Rt. 30 to IL Hwy.)	\$197,000	\$0	\$2,441,308	\$0	\$0
Water Main-Replacement of North side streets off Cedar Rd.	\$132,000	\$2,561,591	\$420,000	\$420,000	\$420,000
Water Main-Replacement of Route 30 Under I-80	\$119,000	\$0	\$1,400,000	\$0	\$0
Water Main-Replacement of Route 30 (Veterans to Church)	\$152,000	\$2,276,919	\$0	\$0	\$0
Water Main-Replacement of Route 30 (directional bore)	\$0	\$0	\$2,000,000	\$2,000,000	\$0
Southeast System Looped (Bristol Park to Schoolhouse)	\$0	\$0	\$0	\$1,750,000	\$0
Southwest System Looped-Section #1 (Gougar to Laraway)	\$0	\$641,750	\$0	\$0	\$0
Southwest System Looped-Section #2 (Cedar to Cardinal)	\$0	\$0	\$950,000	\$0	\$0
Total Water Fund Improvements	<u>\$2,009,920</u>	<u>\$7,830,260</u>	<u>\$7,211,308</u>	<u>\$4,170,000</u>	<u>\$420,000</u>

**FUNDING OF PROGRAMS:**

The FY 2016-17 projects will be completed with accumulated funds on hand. In the future, a portion of the Southeast Pump Station construction will be recaptured from benefiting developments. Future water main replacement projects will be funded with accumulated tap on fees or bond proceeds/IEPA Loan if available if funds on hand are not available. The annual debt payments will be funded with both rates and tap on fees.

**IMPACT ON FUTURE BUDGET YEARS**

The water line charge is adjusted annually to cover operating costs. Any accumulated funds will be considered before the above projects begin. Rates are reviewed annually to ensure all debt obligations are met.

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**VILLAGE OF NEW LENOX**

**Annual Budget for the Fiscal Year Beginning May 1, 2016**

**Performance Measures**

**Projected Expenditures as a % of Budget**

<u>GENERAL FUND</u>	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Adopted FY 16-17
Administration	102.4%	134.4%	99.8%	100.0%
Community Development	99.5%	97.9%	94.7%	100.0%
Police	100.0%	99.0%	101.1%	100.0%
Public Works	108.0%	93.1%	96.4%	100.0%
General Fund in Total	102.2%	112.6%	99.2%	100.0%
Sewer Operations & Maintenance	94.9%	99.7%	99.2%	100.0%
Water Operations & Maintenance	95.2%	94.6%	92.5%	100.0%

Based on the information presented, General Fund and Sewer and Water Operations & Maintenance Funds all had expenditures in total under budget in FY 2015-16. The obvious goal is to live within the approved budget. Unless there was a unexpected occurrence which would significantly impact the expenditures, there should no exception to this goal. One example of an item that caused expenditures to exceed the budget is increased snow and ice control due to a harsh winter. This is the reason that the FY 13-14 Public Works expenditures were 108% of the budget. In early 2014, all of the snow and ice events happened on weekends when overtime was incurred. Budgets are set based on historical data for public works overtime. The budget did not anticipate the increased overtime. Conversely, the FY 14-15 winter was more manageable and did not require as much overtime. Thus, the 93.1% expenditure to budget ratio.

VILLAGE OF NEW LENOX, IL

Annual Budget for the Fiscal Year Beginning May 1, 2016

Performance Measures

Administration

<u>Services (output)</u>	<u>2014-15</u>	<u>2015-16</u>		
Number of disbursement runs	28	25		
Accounts Payable check issued	9,199	9,254		
Number of payroll periods	26	26		
Payroll checks issued (live-not direct deposit)	309	353		
Petty Cash checks issued	143	82		
<u>Effectiveness</u>				
Years received GFOA CAFR Award	32	33		
Years received GFOA Budget Award	19	20		
	<u>Goal</u>	<u>Actual</u>	<u>Goal</u>	<u>Actual</u>
% of financial reports and warrants issued on time	100%	100%	100%	100%
% of monthly reports available on-time	100%	100%	100%	100%
% of checks issued on-time	100%	100%	100%	100%
% of employees utilizing direct deposit	100%	100%	100%	100%

VILLAGE OF NEW LENOX, IL

Annual Budget for the Fiscal Year Beginning May 1, 2016

Performance Measures

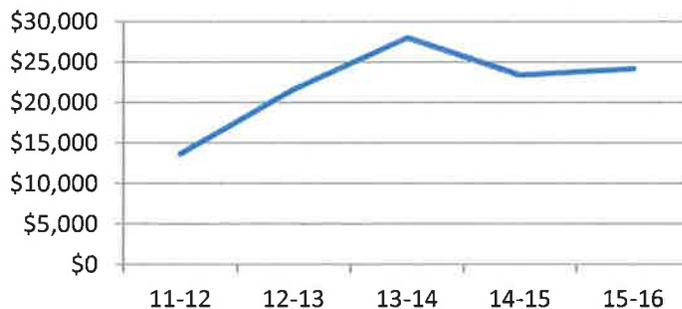
Community Development

The Community Development Department includes two main functions: planning and development and building and zoning within the Village. The planning and development statistics below are based on the calendar year.

<b>Planning and Development Activity:</b>	<b><u>2014</u></b>	<b><u>2015</u></b>
Annexation Cases:		
Approved	1	3
Acres annexed	2.00	80.61
Rezoning Cases:		
Approved	1	3
Amended Approved	0	1
Preliminary Plat Cases:		
Approved	1	2
# of Single Family Homes	0	5
# of Senior Apartments	53	0
# of Apartments	0	208
Pending Approval	1	0
# of Multi-Family Homes	0	0
# of Apartments	312	0
Extensions Approved	3	4
# of Single Family Homes	356	444
# of Multi-Family Homes	0	30
Final Plat Cases:		
Approved	6	5
# of Single Family Homes	67	90
# of Commercial	3	5
# of Industrial	4	0
Extensions Approved	1	2
# of Single Family Homes	5	5
# of Multi-Family Homes	0	14
Pending Approval	2	0
# of Commercial	5	0

<b>Planning and Development Activity (cont.):</b>	<b><u>2014</u></b>	<b><u>2015</u></b>
Special Use Cases:		
Approved	2	1
Extended	0	1
Amended	1	0
PUD Approved	2	4
PUD Pending	2	1
PUD Extended	0	2
PUD Amended	3	1
Variances:		
Approved	2	0
Extended	1	0
Temporary Use Cases:		
Signs Approved	0	2
Mobile treatment Unit	0	1
Special Events	3	2
Text Amendments	9	1
County Special Use Cases	1	0
Site Plans:		
Approved	7	4
Amended	2	0
Pending	0	1

There are some positive signs that the economy is improving as the planning and development activity has increased over the past two fiscal years especially in the commercial area. Subdivisions continue to pend approval or be extended as there currently exist numerous developed subdivisions with buildable lots in inventory. However, the lot inventory is decreasing as building is picking up. During 2014 and 2015, there was a total of 11 approved final plat cases which resulted in 157 single family, 8 commercial and 4 industrial lots. Development activity did start to pick up in 2013. Prior to 2013, it had been years since the last large subdivision was through the final platting process. The Community Development Administrator projects the upcoming community development activity based on discussions with developers who have contacted the Village over the past several months. For FY 2016-17, approximately \$21,750 in planning and development fees are expected. This is less slightly below last fiscal year and still below peak fiscal years. Below is the revenue which includes review fees for all cases for the last five fiscal years.



<b>Building and Zoning Activity:</b>	<b><u>2014</u></b>	<b><u>2015</u></b>
<b>New Construction Permits Issued:</b>		
Single Family	162	162
Commercial	3	4
Industrial	1	0
<b>Other Permits Activity:</b>		
Building Additions	4	3
Building Remodeling	77	52
Attached Garages	2	0
Detached Garages	4	8
Inground Pools	12	21
Lawn Irrigation	80	57
Modification Roof	171	181
Windows/Doors/Siding	138	112
Above Ground Pool	31	43
Antenna Tower	0	3
Deck	41	46
Demolition	7	11
Driveway	35	44
Electrical	18	9
Elevators	4	3
Fence	185	236
Office Trailer	8	4
Shed	29	34
Underground Tank	2	1
Vacant Properties	0	0
<b>Permit Fees:</b>		
New Construction	\$1,836,944	\$1,498,570
Other Permit Activity	\$124,606	\$80,436

As the information above indicates, the housing market continued to improve in 2015 with 166 single family homes which was consistent with 2014. There were 4 commercial building permits in 2015 compared to 3 in 2014. In 2016-17, the Village anticipates construction of commercial buildings included in the redevelopment surrounding the Route 30 Metra Station. The Village will continue to review all commercial activity in-house rather than outsourcing this service. Approximately \$34,500 is included in this budget for commercial plan review revenue. On the residential side, there are 173 new single family building permits expected in FY 16-17. Total building permit revenue of \$562,200 is expected for all building permits during FY 16-17.

**VILLAGE OF NEW LENOX**

**Annual Budget for the Fiscal Year Beginning May 1, 2016**

**Performance Measures**

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**Police Department**

**Crime Reporting**

The following table defines the Department's response to criminal and quasi-criminal activity. The data includes activity that is reported to the State of Illinois through monthly Uniform Crime Reports (UCR) as well as all other activity that is not required by the state. The criteria used for UCR reporting is more restrictive and would not reflect the broad range of activity to which our personnel respond.

<u>Reporting Category</u>	<u>2014 Offenses Reported</u>	<u>2015 Offenses Reported</u>
Homicide	1	0
Criminal Sexual Assault	3	9
Robbery	4	6
Aggravated Battery/Assault	16	12
Burglary	36	44
Theft	259	214
Motor Vehicle Theft	10	6
Arson	0	3
Simple Battery/Assault	55	51
Deception/Forgery	208	244
Criminal Damage Trespass	119	137
Deadly Weapons	3	6
Other Sex Offenses	7	7
Offenses Involving Juveniles	20	16
Drug Offenses	119	114
Liquor Control Act Violations	23	19
Driving under Influence	57	57
Suspicious Vehicles/Auto	1,127	1,266
Burgler Alarm	927	914
Motorist Assist	856	560
Juvenile Complaint	226	191
Vehicle Lock Out	554	556
Totals	<u>4,630</u>	<u>4,432</u>

**VILLAGE OF NEW LENOX**

**Traffic**

The following table illustrates the traffic activity generated by the patrol division.

	<u>2014</u>	<u>2015</u>
Traffic Citations Issued	2,610	2,311
Traffic Warnings Issued	9,066	8,772
Parking & Compliance Citations	1,103	683
Local Ordinance Citations	124	97
Traffic Crash Reports	733	765

**Calls for Service Reporting**

Total calls for service as reported since 2010 are as follows:

2011	50,990	increase of 1.6%
2012	36,375	decrease of 28.7%
2013	31,748	decrease of 12.7%
2014	27,630	decrease of 13.0%
2015	25,245	decrease of 8.6%

As the above tables indicate, police calls for service decreased in 2012 through 2015. A call for service, simply put, is any sort of activity police personnel perform which is logged through Lincoln-Way Police Safety Communication Center (dispatch). Incidents in this category are representative of events either dispatched or officer initiated. Calls for service include criminal, non-criminal and administrative activity. As growth in the New Lenox community continues, the police department continues to address the necessary issues to accommodate the growth demand and provide the highest quality police services. The number of sworn officers will remain the same this fiscal year.

**VILLAGE OF NEW LENOX**

**Annual Budget for the Fiscal Year Beginning May 1, 2016**

**Performance Measures**

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**Public Works Departments**

This broad department heading includes the Streets Department, Sewer Department and the Water Department. These departments receive constant feedback on its services. The majority of water and sewer customers pay their utility bills in person at the Village Hall. This provides the opportunity for communication between the customer and Department personnel. Additionally, various public works individuals are working around the Village flushing fire hydrants twice a year, inspecting utility lines, installing water meters throughout the Village and performing other public works functions. Thus, the measure of satisfaction with office procedures as well as field operations is both instantaneous and frequent.

During FY 14-15 and FY 15-16, the Public Works Departments accomplished the following:

	<u>FY 14-15</u>	<u>FY 15-16</u>
Utility Bills Issued	106,011	108,867
Gallons of Water Sold	728,346,000	741,369,000
Gallons of Sewer Treated:		
STP #1	875,229,000	898,712,000
STP #2	284,531,000	317,897,000
STP #3	28,749,000	32,838,000
Average Daily Consumption	1,999,067	2,029,148

**Sewer Department**

Gallons of Sludge Hauled		
STP #1	1,594,600	1,987,900
STP #2	1,377,100	1,331,900
STP #3	144,800	207,800
Number of Call Outs		
STP #1	42	24
STP #2	17	33
STP #3	11	7

The statistics below illustrate the types of jobs that were performed by the Public Works Departments during 2014 and 2015. This list of Public Works performance measures is not all-inclusive. This Public Works Department routinely performs tasks as they see necessary as they drive throughout the Village. These tasks are not tallied on paper as the requested work orders are. The operations of the Public Works Department continue to increase with the addition of streets, sewer lines and water lines. WWTP #3 (STP #3) starting accepting flow in February 2012 with the occupancy of Silver Cross Hospital.

The following activities were reported on work orders:

<u>Street Department</u>	<u>2014</u>	<u>2015</u>
Street Light Replacement	165	82
Culvert Repair	17	5
Dead Animals Picked Up	22	5
Sod Restoration	57	2
Pot Holes in Roadway Repairs	35	11
Curb Repair	36	2
Sidewalk Repair	52	9
Snow Removal	93	32
Ditch Maintenance	4	0
Street Sign Damaged or Missing	66	52
Landscape Repair	42	11
Mosquito Spray	9	1
Gravel Replaced	2	2
Main Restoration	1	0
Stormsewer Problem	33	4
Snow Plow Damage	289	180
Abandoned Trash	8	3
Detention Pond Maintenance	12	0
Clean Street	4	0
Street Repair	29	9
Drainage	65	4
Cap Sewer Pipe	18	2
Connect Sump	16	2
Flooding	16	2
Commons Maintenance	78	0
Graffiti	3	1
Parkway Tree Trimming or Removal	35	5
Storm Drain Clogged	8	0
Sink Hole	32	1
<u>Sewer Department</u>		
Sewer Backup	8	8
Miscellaneous Sewer Maintenance	2	0
Sewer Gas Odor	2	0
<u>Water Department</u>		
Low Pressure Complaints	9	2
Locate Water/Sewer	8	0
Repair B Box	45	10
Final Read Request	307	81
Seal/Program Deduct Meter	59	3
Replace Water Meter	34	6
High Usage Investigation	61	11
Miscellaneous Water Maintenance	98	6
Water Meter Repair	19	0
Water Quality Complaints	14	5
Water Shut Off/Turn On	45	30
Inspect Meter	10	20

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## **PERSONNEL & STAFFING**

- Section 8-Compensation Plan from the Village of New Lenox Personnel Manual
- Job Title, Position and Grade List Effective May 1, 2016
- Salary Ranges Effective May 1, 2016
- Illinois Fraternal Order of Police Wage Schedule
- Metropolitan Alliance of Police Sergeant's Wage Schedule
- Personnel Schedule-Full-Time Positions
- Summary of Personnel Costs-3 Year Summary

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## **SECTION 8 COMPENSATION PLAN**

### **8.1 OBJECTIVE**

The objectives of the Compensation Plan are to attract and retain qualified employees and to motivate employees to direct their efforts toward achieving the goals of the Village. The Pay Plan is designed to encourage higher levels of employee effort and productivity through a performance based pay system. The goals of the Compensation Plan must be achieved within the financial limitations of the Village and must be in compliance with Federal and State laws and regulations. The plan should be easily administered and flexible in nature in order to balance the goals of the plan against the costs of administering it. In order to achieve these stated objectives, the intended purposes of the plan follows.

### **8.2 PURPOSE**

Given the stated objective of the Compensation Plan outlined above, the intended purposes of the Compensation Plan are:

- a) To provide similar pay for positions of similar complexity and responsibility within the organization.
- b) To provide pay ranges which are reasonably comparable to those paid by other governmental jurisdictions and private industry for similar types of work.
- c) To provide orderly and consistent means of rewarding employees for good performance. This shall be accomplished through the employee performance review process.
- d) To simplify and facilitate payroll administration, budgeting and other phases of financial and personnel administration.

### **8.3 COMPOSITION, DEVELOPMENT AND MAINTENANCE**

The Compensation Plan includes a schedule of standard pay ranges consisting of minimum rates of pay for covered non-bargaining unit positions. Pay rates and increases for bargaining unit employees are contained in the applicable collective bargaining agreements.

The Village Administrator shall be responsible for the development, review and maintenance of the Compensation Plan subject to Village Board of Trustees' approval of all changes in the Compensation Plan and all adjustments of position titles within the Compensation Plan. Compensation Plan pay ranges shall be

linked directly to the titles of positions in the Job Classification Plan and shall be determined with due regard to the following factors.

- a) The knowledge, skill, ability and behaviors required to satisfactorily perform the work.
- b) Duties and responsibilities required.
- c) Experience and educational requirements.
- d) The effort required to satisfactorily perform the work.
- e) Any special working conditions related to the work.
- f) External market competitiveness.

The Village Administrator may, from time to time, make, or cause to have made, such comparative studies as deemed necessary of the factors affecting the level of pay ranges. On the basis of information derived from such studies, the Village Administrator may recommend changes in the assignment of pay ranges to the Village Board of Trustees for approval. No employee's pay will be reduced as a result of a pay range adjustment even if the employee's pay is above the maximum in the adjusted pay range.

#### 8.4 STARTING RATE

The minimum rate of pay for a class shall be paid upon assignment to the class, except that starting rates above the minimum rate may be paid if the department head and the Director of Human Resources submit a joint written request outlining reasons for such action and which is approved by the Village Administrator. Justification for approval of a starting rate above the minimum rate for the class will be limited to recognition of exceptional qualifications and experience of a candidate or lack of qualified candidates at the minimum rate. If a former employee is re-employed in a class for which he was previously employed, the Village Administrator may make an appointment at the same rate of pay which the employee was receiving at the termination of his service, provided it is within the appropriate salary range.

Section 8 of the Employee Policies and Procedures Manual is not intended to change, alter or contradict the specific language found in an applicable collective bargaining agreements covering Village employees.

#### 8.5 STEP INCREASES

For non-exempt employees, movement within the range (step increases) are based on performance reviews. The performance review process allows the

employee to maximize their earning potential within the range based upon how well they perform their job. The employee and their supervisor develop goals and objectives that become the criteria for assessing the employee's job performance. Typically, the annual goals, objectives and performance reviews are timed to coincide with the employee's employment anniversary date.

#### 8.6 PAY RATES IN TRANSFERS, PROMOTIONS AND DEMOTIONS

If an employee is transferred, promoted, or demoted, his rate of pay for the new position shall be determined as follows:

- a) If the rate of pay in the former class is less than the minimum rate established for the class of the new position, the rate of pay shall be advanced to the minimum for the class of the new position.
- b) If the rate of pay in the former class is more than the maximum rate established for the new class, the pay shall be reduced to the maximum rate or an intermediate rate of the new range as determined by the Village Administrator.
- c) If the rate of pay of the former class falls within the new range of pay and at an established rate in the range of the new class, the pay rate shall remain the same in the case of a transfer, shall be increased to the next step provided the next step is at least five percent (5%) in the case of a promotion, and, at the discretion of the Village Administrator, shall remain the same or shall be adjusted to a lower increment in the case of a demotion.

#### 8.7 COST OF LIVING ADJUSTMENT (COLA)

The Village Board of Trustees shall annually consider a cost of living adjustment (COLA) for employees which may be applied uniformly to all positions. The across-the-board cost of living increase shall be determined as part of the annual budget process and be awarded to employees on May 1 of each year. If an employee is not meeting the requirements of their position, the Village Administrator can deem the employee ineligible to receive a COLA.

#### 8.8 ACTING STATUS

In the event of a vacancy or unfilled position the Village Administrator may temporarily appoint another employee to assume some or all of the duties on an "acting" basis. In such cases, a pay adjustment may be made depending on how many duties the employee will be performing in the acting capacity and taking into consideration the expected duration. A pay adjustment may be considered in cases where the vacancy is anticipated to be of longer duration as determined by the Village Administrator in his discretion.

**Job Title, Position and Grade List**  
**Effective May 1, 2016**

<b>Job</b>	<b>Position</b>	<b>Grade</b>	<b>Range Min</b>	<b>Range Max</b>
Village Administrator	Village Administrator	18	\$130,225	\$188,827
Asst VA/Dir Com Dev	Asst VA/Dir Com Dev	17	\$104,190	\$145,867
Chief of Police	Chief of Police	17	\$104,190	\$145,867
Director of PW	Director of Public Works	17	\$104,190	\$145,867
Finance Director	Finance Director	16	\$98,759	\$138,262
HR Director	HR Director	16	\$98,759	\$138,262
Deputy Chief (2)	Deputy Chief	15	\$89,518	\$127,414
Chief Bldg Inspector	Chief Bldg Inspector	13	\$81,195	\$115,567
Superintendent (3)	Superintendent - Streets	13	\$81,195	\$115,567
	Superintendent - Water	13	\$81,195	\$115,567
	Superintendent - WWTP	13	\$81,195	\$115,567
Civil Engineer	Civil Engineer	12	\$77,329	\$110,063
Fleet Supervisor	Fleet Supervisor	12	\$77,329	\$110,063
Chief Operator (3)	Chief Operator - Water	11	\$65,918	\$93,821
	Chief Operator - WWTP	11	\$65,918	\$93,821
Chief Plan Reviewer/Insp	Chief Plan Reviewer/Insp	11	\$65,918	\$93,821
Public Imp Insp (2)	Public Imp Insp	11	\$65,918	\$93,821
Sr Planner	Sr Planner	11	\$65,918	\$93,821
Facilities/Grounds Mgr	Facilities/Grounds Mgr	10	\$62,778	\$89,353
Building Inspector	Building Inspector	9	\$59,789	\$85,099
Chief Accountant	Chief Accountant	9	\$59,789	\$85,099
Crew Leader (2)	Crew Leader - Streets	9	\$59,789	\$85,099
PW Specialist (4)	Maintenance Specialist	9	\$59,789	\$85,099
	Street Specialist	9	\$59,789	\$85,099
	Utility Maintenance Spec	9	\$59,789	\$85,099
	WWTP Lab Specialist	9	\$59,789	\$85,099
Planner	Planner	9	\$59,789	\$85,099
Sr Operator (2)	Sr Operator - WWTP	9	\$59,789	\$85,099
Com Dev Technician	Engineer Technician	8	\$56,942	\$81,047
Technology Coord	Technology Coord	8	\$56,942	\$81,047
Village Clerk	Village Clerk	8	\$56,942	\$81,047

<b>Job</b>	<b>Position</b>	<b>Grade</b>	<b>Range Min</b>	<b>Range Max</b>
Mechanic (2)	Mechanic	7	\$54,637	\$77,765
PW Operator (5)	Operator - Water	7	\$54,637	\$77,765
	Operator - Streets	7	\$54,637	\$77,765
	Operator - WWTP	7	\$54,637	\$77,765
Cable Coordinator	Cable Coordinator	6	\$50,126	\$71,345
Code Enforce Officer	Code Enforcement Officer	6	\$50,126	\$71,345
Operator Laborer (2)	Operator/Laborer - Streets	6	\$50,126	\$71,345
Sr Admin Asst (6)	Sr Admin Asst - HR	6	\$50,126	\$71,345
	Sr Admin Asst - Mayor	6	\$50,126	\$71,345
	Sr Admin Asst - Com Dev	6	\$50,126	\$71,345
	Sr Admin Asst - Police	6	\$50,126	\$71,345
	Sr Admin Asst - PW	6	\$50,126	\$71,345
Admin Asst (4)	Accounting Specialist	5	\$45,987	\$65,454
	Admin Asst - Com Dev	5	\$45,987	\$65,454
	Utility Billing Specialist	5	\$45,987	\$65,454
	Police Service Spec	5	\$45,987	\$65,454
Laborer (10)	Laborer - Streets	5	\$45,987	\$65,454
	Laborer - Water	5	\$45,987	\$65,454
	Laborer - WWTP	5	\$45,987	\$65,454
Community Svc Aide	Community Svc Aide	3	\$37,563	\$53,464
Receptionist (3)	Receptionist - Village Hall	3	\$37,563	\$53,464
	Receptionist - Police Dept	3	\$37,563	\$53,464
	Receptionist - Village Hall	3	\$37,563	\$53,464
Custodian	Custodian	2	\$35,436	\$50,437

**Salary Ranges Effective May 1, 2016**

**Grades 1 - 4 - Defined Increment Plan - Entry Level**

**10 Defined Increments; 6% between grades; 4% between increments; 42% range**

Grade	A	B	C	D	E	F	G	H	I	Max
1 Annual	\$33,431	\$34,768	\$36,159	\$37,605	\$39,109	\$40,674	\$42,301	\$43,993	\$45,752	\$47,583
2 Annual	\$35,437	\$36,854	\$38,328	\$39,862	\$41,456	\$43,114	\$44,839	\$46,632	\$48,498	\$50,438
3 Annual	\$37,563	\$39,065	\$40,628	\$42,253	\$43,943	\$45,701	\$47,529	\$49,430	\$51,407	\$53,464
4 Annual	\$39,817	\$41,409	\$43,066	\$44,788	\$46,580	\$48,443	\$50,381	\$52,396	\$54,492	\$56,672

**Grades 5 - 7 - Defined Increment Plan - Administrative Support/Labor**

**10 Defined Increments; 9% between grades; 4% between increments; 42% range**

Grade	A	B	C	D	E	F	G	H	I	Max
5 Annual	\$45,987	\$47,826	\$49,739	\$51,729	\$53,798	\$55,950	\$58,188	\$60,516	\$62,936	\$65,454
6 Annual	\$50,126	\$52,131	\$54,216	\$56,385	\$58,640	\$60,986	\$63,425	\$65,962	\$68,601	\$71,345
7 Annual	\$54,637	\$56,823	\$59,095	\$61,459	\$63,918	\$66,474	\$69,133	\$71,899	\$74,775	\$77,766

**Grades 8 - 11 - Defined Increment Plan - Professional/Technical/Supervisory**

**10 Defined Increments; 5% between grades; 4% between increments; 42% range**

Grade	A	B	C	D	E	F	G	H	I	Max
8 Annual	\$56,942	\$59,219	\$61,588	\$64,052	\$66,614	\$69,278	\$72,050	\$74,931	\$77,929	\$81,046
9 Annual	\$59,789	\$62,180	\$64,668	\$67,254	\$69,945	\$72,742	\$75,652	\$78,678	\$81,825	\$85,098
10 Annual	\$62,778	\$65,289	\$67,901	\$70,617	\$73,442	\$76,379	\$79,435	\$82,612	\$85,916	\$89,353
11 Annual	\$65,917	\$68,554	\$71,296	\$74,148	\$77,114	\$80,198	\$83,406	\$86,743	\$90,212	\$93,821

**Grades 12 - 15 - Defined Increment Plan - Management**

**10 Defined Increments; 5% between grades; 4% between increments; 42% range**

Grade	A	B	C	D	E	F	G	H	I	Max
12 Annual	\$77,329	\$80,422	\$83,639	\$86,985	\$90,464	\$94,083	\$97,846	\$101,760	\$105,830	\$110,063
13 Annual	\$81,196	\$84,443	\$87,821	\$91,334	\$94,987	\$98,787	\$102,738	\$106,848	\$111,122	\$115,567
14	\$85,255	\$88,666	\$92,212	\$95,901	\$99,737	\$103,726	\$107,875	\$112,190	\$116,678	\$121,345
15	\$89,518	\$93,099	\$96,823	\$100,696	\$104,724	\$108,913	\$113,269	\$117,800	\$122,512	\$127,412

**Grades 16 - 17 - Open Range Plan - Exec. Mgmt.**

**5.5% between grades; 40% range**

Grade	Min.	Range	Max.
16	\$98,759	40%	\$138,262
17	\$104,190	40%	\$145,867

**Village Administrator  
45% range**

	Min.	Max.
18	\$130,225	\$188,826

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**Illinois Fraternal Order of Police**

**EXHIBIT 1 - WAGE SCHEDULE**

	<b>Effective 5/1/14 (2.5%)</b>		<b>Effective 5/1/15 (2.5%)</b>		<b>Effective 5/1/16 (2.5%)</b>
Step					
Entry	\$52,855.72		\$54,177.12		\$55,531.55
1	\$55,852.70		\$57,249.02		\$58,680.24
2	\$59,022.17		\$60,497.78		\$62,010.23
3	\$62,373.39		\$63,932.73		\$65,531.05
4	\$65,913.98		\$67,561.83		\$69,250.87
5	\$69,655.65		\$71,397.04		\$73,181.97
6	\$73,610.10		\$75,450.35		\$77,336.61
7	\$77,943.39		\$79,891.97		\$81,889.27
8	\$82,308.22		\$84,365.92		\$86,475.07
9	\$86,917.48		\$89,090.42		\$91,317.68

**Metropolitan Alliance of Police**  
**EXHIBIT 1**  
**WAGE SCHEDULE**

	<b>Effective 5/1/13</b>	<b>Effective 5/1/14</b>	<b>Effective 5/1/15</b>	<b>Effective 5/1/16</b>	<b>Effective 5/1/17</b>
<b>Step</b>		2.50%	2.50%	2.50%	3.00%
Entry	\$88,731.59	\$90,949.88	\$93,223.63	\$95,554.22	\$98,420.85
1	\$90,062.56	\$92,314.12	\$94,621.98	\$96,987.53	\$99,897.16
2	\$91,413.89	\$93,699.24	\$96,041.72	\$98,442.76	\$101,396.04
3	\$92,784.52	\$95,104.13	\$97,481.74	\$99,918.78	\$102,916.34
4	\$94,176.58	\$96,530.99	\$98,944.27	\$101,417.88	\$104,460.42
5	\$98,478.13	\$100,940.08	\$103,463.59	\$106,050.17	\$109,231.67

During the term of this Agreement, employees, where applicable, shall advance step on their promotion anniversary date.

Wages shall be retroactive to 05/01/14 for all hours compensated.

# VILLAGE OF NEW LENOX

## Personnel Schedule

### Full-Time Positions

Program No.	Program	Department/Fund	Budget	<i>FY 2016</i>	Budget		Budget
			<u>FY 2015</u>	<i>Change from FY 2015</i>	<u>FY 2016</u>	<i>FY 2016</i>	<u>FY 2017</u>
<b><u>General Fund</u></b>							
400	Village Board	Administration	0.00	0	0.00	0	0.00
401	Village Clerk	Administration	1.00	0	1.00	0	1.00
402	Village Commissions	Administration	0.00	0	0.00	0	0.00
403	Village Attorney	Administration	0.00	0	0.00	0	0.00
410	Village Administration	Administration	4.25	1	4.75	(0.25)	4.50
411	Finance	Administration	2.00	0	2.00	0	2.00
412	Information Technology	Administration	1.00	0	1.00	0	1.00
413	Central Services	Administration	0.00	0	0.00	0	0.00
415	Human Resources	Administration	1.75	0	1.75	0.25	2.00
420	Community Development	Comm. Dev.	2.00	0	2.00	0	2.00
421	Building	Comm. Dev.	4.00	0	4.00	0	4.00
423	Planning	Comm. Dev.	2.00	0	2.00	0	2.00
430	Engineering	Comm. Dev.	5.00	0	5.00	(1.00)	4.00
440	Economic Development	Comm. Dev.	1.00	0	1.00	0	1.00
450	Police Administration	Police	2.40	0	2.40	0	2.40
452	Police Records	Police	3.10	0	3.10	0	3.10
453	Police Patrol	Police	27.10	0	27.10	0	27.10
454	Police Investigations	Police	5.50	0	5.50	0	5.50
456	Police Community Services	Police	1.20	0	1.20	0	1.20
457	Police Traffic	Police	1.00	0	1.00	0	1.00
458	School Resources	Police	0.80	0	0.80	0	0.80
459	Public Safety Division	Police	1.00	0	1.00	0	1.00
460	Police Communications	Police	0.00	0	0.00	0	0.00
461	Code Enforcement	Police	1.00	0	1.00	0	1.00
470	ESDA	Police	0.00	0	0.00	0	0.00
480	Streets	Public Works	6.25	(1)	5.75	(1.75)	4.00
481	Public Works Administration	Public Works	3.00	0	3.19	1.00	4.19
482	Parkway Maintenance	Public Works	4.00	0	4.00	1.25	5.25
483	Building Maintenance	Public Works	3.00	0	3.00	0	3.00
484	Traffic Control	Public Works	0.75	(1)	0.25	0.25	0.50
485	Stormwater System Maint.	Public Works	1.50	0	1.50	(0.50)	1.00
490	Street Lighting	Public Works	0.25	0	0.25	0	0.25
830	Community Access (CATV)	Administration	1.00	0	1.00	0	1.00
835	Community Benefit	Administration	0.00	1	1.00	0	1.00
<b>Total General Fund Personnel</b>			<b>87</b>		<b>88</b>		<b>87</b>

Program No.	Program	Department/Fund	Budget	<i>FY 2016</i>	Budget	<i>FY 2017</i>	Budget
			<u>FY 2015</u>	<i>Change from FY 2015</i>	<u>FY 2016</u>	<i>Change from FY 2016</i>	<u>FY 2017</u>
<b><u>Equipment Service Fund</u></b>							
710	Equipment Service	Internal Service Fund	2.00	0	2.00	0	2.00
	<b>Total Equipment Service Fund</b>		<b>2</b>		<b>2</b>		<b>2</b>
<b><u>Sewer &amp; Water Fund</u></b>							
500	Sewer Administration	Sewer & Water	2.00	(0.19)	1.81	0	1.81
500	WWTP Replacement/Repair	Sewer & Water	0.00	0	0.00	0	0.00
501	Sewer Treatment	Sewer & Water	7.50	0	7.50	0	7.50
502	Sewer Collection	Sewer & Water	2.25	0.00	2.25	0.75	3.00
503	Sewer Regulation	Sewer & Water	0.25	0	0.25	0	0.25
600	Water Administration	Sewer & Water	1.00	0	1.00	0	1.00
601	Water Distribution	Sewer & Water	3.00	0	3.00	0	3.00
602	Water Production	Sewer & Water	2.00	0	2.00	0	2.00
603	Water Utility Billing	Sewer & Water	3.00	0	3.00	0	3.00
	<b>Total Sewer &amp; Water Fund</b>		<b>21</b>		<b>21</b>		<b>22</b>
<b>TOTAL FULL-TIME POSITIONS (ALL FUNDS)</b>			<b><u>110</u></b>	<b><u>1</u></b>	<b><u>110</u></b>	<b><u>0.00</u></b>	<b><u>110</u></b>

Note: The Village of New Lenox also uses temporary part-time employees to meet its service needs.

**THERE ARE NO NEW POSITIONS AUTHORIZED IN FY 2016-17**

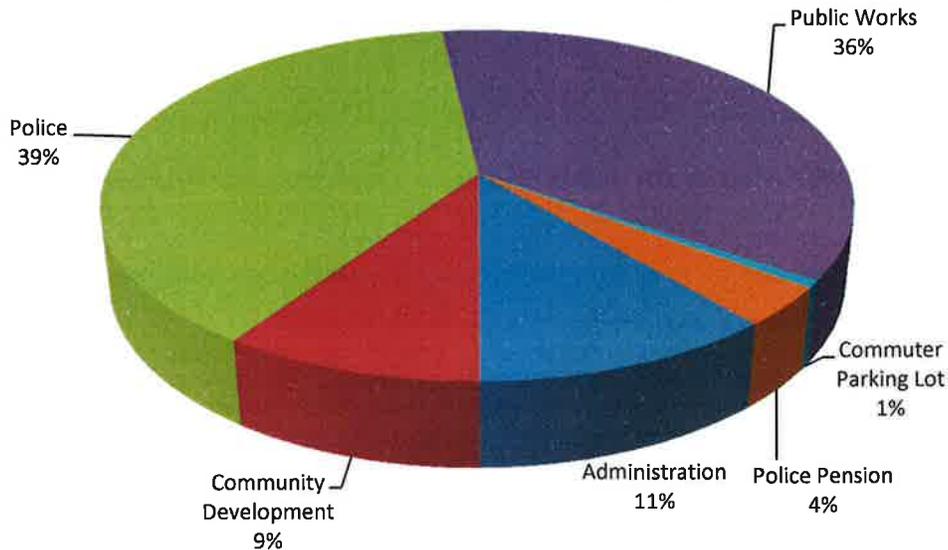
# VILLAGE OF NEW LENOX

## Summary of Personnel Costs

### 3 Year Summary

	2014-15 Budget	2015-16 Budget	2016-17 Budget	% Change from FY 15/16 to FY 16/17
Administration	\$1,666,477	\$1,722,553	\$1,873,635	8.77%
Community Development	\$1,611,073	\$1,627,599	\$1,592,567	-2.15%
Police	\$5,967,217	\$6,220,580	\$6,540,794	5.15%
Public Works	\$5,770,810	\$5,882,189	\$6,155,015	4.64%
Commuter Parking Lot	\$102,000	\$105,000	\$112,500	7.14%
Police Pension	\$570,880	\$585,224	\$604,197	3.24%
<b>Total Personal Services</b>	<b>\$15,688,457</b>	<b>\$16,143,145</b>	<b>\$16,878,708</b>	<b>4.56%</b>

**FY 2016-17  
Personnel Budget-Allocation of Expenses**



**Notes:** For the past three years, the cost of living adjustment was 2.5%. Beginning FY 2013-14, the pension contribution is now allocated among all of the programs/departments. Additionally, to be consistent with the audited financial statements, beginning FY 2013-14, the Police Pension levy is included in the Police Administration Program as an expenditure which totals \$900,387, \$1,038,730 and \$1,104,582 for FY 2014-15, FY 2015-16 and FY 2016-17 respectively.

## VILLAGE STATISTICS

- Ordinance No. 2535: 2015 Property Tax Levy Recap
- 2015 Levy Property Tax Rate Calculation and Extensions
- Assessed Value & Actual Value of Taxable Property 2005-2014
- Property Tax Levies and Collections 2005-2014
- Property Tax Rates- Direct and Overlapping Governments 2005-2014
- Legal Debt Margin Information 2002-2008
- Changes in Fund Balances of Governmental Funds 2006-2015, as audited
- Operating Indicators 2006-2015

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ORDINANCE NO. 2535

AN ORDINANCE LEVYING TAXES FOR THE 2015 TAX LEVY YEAR FOR THE VILLAGE OF NEW LENOX, COUNTY OF WILL, AND STATE OF ILLINOIS

BE IT ORDAINED BY THE MAYOR AND THE BOARD OF TRUSTEES OF THE VILLAGE OF NEW LENOX, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: A tax in the aggregate amount of \$2,567,694 for the following sums of money as described in Exhibit "A", or as much thereof as may be authorized by law, to defray all expenses and liabilities of the Village, be and the same is hereby levied for the 2015 tax levy year for the purposes specified against all taxable property in the Village of New Lenox.

SECTION 2: Illinois Municipal Retirement Fund (IMRF) Tax. A tax is hereby imposed for the purpose of Village retirement in this Village in the amount of Seven Hundred Fifty Thousand Dollars (\$750,000.00) levied upon all of the taxable property in the Village of New Lenox subject to taxation for the current year.

SECTION 3: Social Security (FICA) Tax. A further tax is hereby imposed for the purpose of Village retirement in this Village in the amount of Six Hundred Seventy-Five Thousand Dollars (\$675,000.00) levied upon all of the taxable property in the Village of New Lenox subject to taxation for the current year.

SECTION 4: Police Pension Fund. A further tax is hereby imposed for the purpose of continuing to provide a Police Pension Fund in this Village in the amount of One Million One Hundred Four Thousand Five Hundred and Eighty-Two Dollars (\$1,104,582.00) levied upon all of the taxable property in the Village of New Lenox subject to taxation for the current year.

SECTION 5: Audit. A further tax is hereby imposed for the purpose of conducting the annual audit in this Village in the amount of Thirty-Eight Thousand One Hundred Twelve Dollars (\$38,112.00) levied upon all of the taxable property in the Village of New Lenox subject to taxation for the current year.

SECTION 6: A recapitulation of the foregoing levied funds is as follows:

LEVIED FUNDS

IMRF TAX	\$750,000
FICA TAX	\$675,000
POLICE PENSION TAX	\$1,104,582
AUDIT TAX	\$38,112
TOTAL TAX LEVY	<u>\$2,567,694</u>

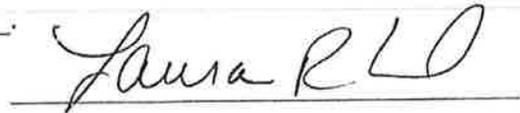
SECTION 7: That the Village Clerk shall make and file with the County Clerk of said County of Will, a duly certified copy of this Ordinance and that the amount levied by Section Seven of this Ordinance within the time prescribed by law.

SECTION 8: Partial Invalidity. If any section, subdivision, sentence or clause of this Ordinance is for any reason, held invalid or to be unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance.

Ordinance No. 2535

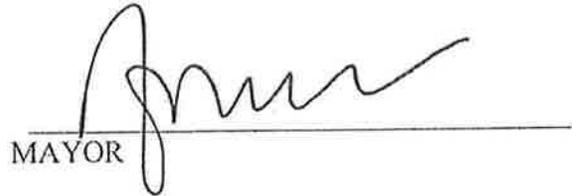
**SECTION 9:** This Ordinance shall be in full force and effect from and after its passage, approval and recording, according to law.

PASSED THIS 14<sup>th</sup> day of December, 2015  
with 6 members voting AYE, with -0- members voting NAY, and with 1  
members ABSENT, the Mayor voting aye ; and said vote being: BOWDEN aye,  
BUTTERFIELD absent, FINNEGAN aye, JOHNSON aye,  
MADSEN aye, and SMITH aye.



VILLAGE CLERK

APPROVED this 14<sup>th</sup> day of December, 2015.

  
MAYOR

ATTEST:

  
VILLAGE CLERK

This Ordinance Prepared by:  
Kim Auchstetter, Village Finance Director

829 VILLAGE NEW LENOX 6570 WILL COUNTY TAX RATE CALCULATION 09.10.35 04/01/2016 2015 LEVY

PERCENT BURDEN 0.00  
 LIMITING RATE 0.0000  
 REDUCTION FACTOR .0000000

FARM VALUE 1,448,256  
 NON FARM VALUE 763,485,875  
 RAILROAD VALUE 48,671  
 WILL COUNTY VALUE 764,982,802

WILL COUNTY VALUE 764,982.802  
 OTHER COUNTIES 0  
 TOTAL VALUE 764,982.802

FUND	LEVY	MAX RATE	EXTENDED RATE	TOTAL EXTENDED	WILL CO SHARE	WILL CO RATE	WILL CO EXTENSION
001 00 CORPORATE	0	NONE	.0000	0.00	0.00	.0000	0.00 X
025 00 GARBAGE DISP	0	NONE	.0000	0.00	0.00	.0000	0.00 X
027 00 AUDIT	38,112	NONE	.0050	38,249.14	38,249.14	.0050	38,249.14 X
005 00 I. M. R. F.	750,000	NONE	.0981	750,448.12	750,448.12	.0981	750,448.12 X
047 00 SOCIAL SECURITY	675,000	NONE	.0883	675,479.81	675,479.81	.0883	675,479.81 X
015 00 POLICE PENSION	1,104,582	NONE	.1444	1,104,635.16	1,104,635.16	.1444	1,104,635.16 X
	2,567,694		.3358	2,568,812.23	2,568,812.23	.3358	2,568,812.23

Please sign, date and return

Signature: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

VILLAGE OF NEW LENOX, ILLINOIS

ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY

Last Ten Levy Years

Lewy Year	Residential Property	Commercial Property	Industrial Property	Other Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Estimated Actual Taxable Value
2005	\$ 506,702,572	\$ 45,970,203	\$ 22,271,787	\$ 1,912,792	\$ 576,857,354	0.2951	\$ 1,730,572,062	33.3333%
2006	582,148,025	45,903,269	30,582,211	1,501,987	660,135,492	0.2806	1,980,406,476	33.3333%
2007	671,330,278	67,022,180	35,140,254	1,487,643	774,980,355	0.2619	2,324,941,065	33.3333%
2008	708,565,698	85,012,086	38,495,363	1,415,836	833,488,983	0.2616	2,500,466,949	33.3333%
2009	708,424,932	84,941,627	45,048,904	1,411,898	839,827,361	0.2615	2,519,482,083	33.3333%
2010	692,431,327	94,256,176	43,569,409	1,433,894	831,690,806	0.2746	2,495,072,418	33.3333%
2011	657,833,313	93,683,643	42,018,619	1,430,529	794,966,104	0.2938	2,384,898,312	33.3333%
2012	624,371,681	103,632,282	42,665,989	1,612,924	772,282,876	0.3173	2,316,848,628	33.3333%
2013	594,610,609	103,890,971	40,050,322	1,550,377	740,102,279	0.3441	2,220,306,837	33.3333%
2014	600,640,693	103,987,263	39,084,816	1,444,337	745,157,109	0.3338	2,235,471,327	33.3333%

Data Source

Will County Clerk's Office-Tax Extension

Note: Property is assessed at 33 1/3 % of actual value; property tax rates are per \$100 of assessed valuation. The Statement requires that the information in this schedule be shown for each period for which levied and should be consistent with the periods shown in the schedule of direct and overlapping revenue rates and schedule of property tax levies and collections. Therefore, most Illinois governments should disclose this by the tax levy year, not the fiscal year.

VILLAGE OF NEW LENOX, ILLINOIS  
PROPERTY TAX LEVIES AND COLLECTIONS

Last Ten Levy Years

Levy Year	Tax Levied	Collected within the Fiscal Year after the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2005	\$ 2,233,585	\$ 2,227,569	99.73%	272	\$ 2,227,841	99.74%
2006	2,385,594	2,380,172	99.77%	652	2,380,824	99.80%
2007	2,597,171	2,586,376	99.58%	1,340	2,587,716	99.64%
2008	2,792,414	2,779,329	99.53%	612	2,779,941	99.55%
2009	2,811,736	2,804,012	99.73%	4,555	2,808,567	99.89%
2010	2,961,653	2,934,635	99.09%	620	2,935,254	99.11%
2011	3,047,478	3,042,734	99.84%	-	3,042,734	99.84%
2012	3,165,790	3,145,897	99.37%	-	3,145,897	99.37%
2013	3,280,082	3,273,310	99.79%	-	3,273,310	99.79%
2014	3,241,295	-	N/A	-	-	0.00%

Data Source

Will County Clerk's Office-Tax Extension

Note: Property is assessed at 33 1/3 % of actual value; property tax rates are per \$100 of assessed valuation.

The Statement requires that the information in this schedule be shown for each period for which levied and should be consistent with the periods shown in the schedule of direct and overlapping revenue rates and schedule of property tax levies and collections. Therefore, most Illinois governments should disclose this by the tax levy year, not the fiscal year.

VILLAGE OF NEW LENOX, ILLINOIS

PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS

Last Ten Levy Years

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
<b>Village of New Lenox Direct Rate</b>										
General obligation bonds	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Pensions (IMRF, Police, Social Security)	0.2456	0.2265	0.2128	0.2206	0.2263	0.2379	0.2412	0.2826	0.3042	0.3240
Corporate	0.0168	0.0262	0.0246	0.0170	0.0119	0.0127	0.0285	0.0094	0.0134	0.0051
Audit	0.0058	0.0046	0.0046	0.0054	0.0048	0.0053	0.0046	0.0052	0.0055	0.0047
Garbage disposal	0.0269	0.0233	0.0199	0.0186	0.0185	0.0187	0.0195	0.0201	0.0210	0.0000
<b>Total Village Direct Rate</b>	0.2951	0.2806	0.2619	0.2616	0.2615	0.2746	0.2938	0.3173	0.3441	0.3338
<b>Overlapping Governments (a)</b>										
Will County incl. Forest Preserve District	0.6861	0.6523	0.6367	0.6387	0.6543	0.6841	0.7244	0.7767	0.8186	0.8410
New Lenox School District #122	3.1632	2.9915	2.8371	2.9244	3.0229	3.1763	3.3846	3.6505	3.9260	4.0293
Lincoln-Way High School #210	1.6765	1.6098	1.5345	1.5442	1.6067	1.7045	1.8306	1.9190	2.0605	2.1394
Joliet Jr. College #525	0.2088	0.1936	0.1901	0.1896	0.2144	0.2270	0.2463	0.2768	0.2955	0.3085
New Lenox Community Park District	0.2921	0.2695	0.2504	0.2474	0.2467	0.2552	0.2686	0.2862	0.3043	0.2452
New Lenox Public Library District	0.2219	0.2034	0.1864	0.1810	0.1833	0.1920	0.2054	0.2213	0.2344	0.2427
New Lenox Fire District	0.3292	0.3092	0.2884	0.2906	0.2930	0.3080	0.3308	0.3600	0.3912	0.3954
Township and All Other	0.2864	0.2596	0.2361	0.2360	0.2374	0.2447	0.2560	0.2662	0.2860	0.2943
<b>Total Direct and Overlapping Rates</b>	7.1593	6.7695	6.4216	6.5135	6.7202	7.0664	7.5405	8.0740	8.6606	8.8296

Data Source

Will County Clerk's Office-Tax Extension

Note: The Village basic property tax rate may be increased only by a majority vote of the Village's residents. Rates for debt service are set based on each year's requirements.

(a) Overlapping government rates are those of local and county governments that apply to property owners within the Village. Not all overlapping rates apply to all Village property owners; for example, although the county property tax rates apply to all Village property owners, other rates (i.e., certain school districts) may apply to only certain property in the Village.

VILLAGE OF NEW LENOX, ILLINOIS

LEGAL DEBT MARGIN INFORMATION

Fiscal Years 2002-2008

	2002	2003	2004	2005	2006	2007	2008
Debt limit	\$ 30,104,028	\$ 33,053,957	\$ 38,208,503	\$ 44,076,850	\$ 49,753,947	\$ 56,936,686	\$ 66,842,056
Total net debt applicable to limit	6,095,967	38,305	30,183	21,596	12,498	-	-
Legal debt margin	\$ 24,008,061	\$ 33,015,652	\$ 38,178,320	\$ 44,055,254	\$ 49,741,449	\$ 56,936,686	\$ 66,842,056
Total net debt applicable to the limit as a percentage of debt limit	20.25%	0.12%	0.08%	0.05%	0.03%	0.00%	0.00%

Note: Legal debt margin from 2001-2008 was 8.625%

VILLAGE OF NEW LENOX, ILLINOIS  
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS

Last Ten Fiscal Years

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
<b>Revenues</b>										
Property Taxes	\$ 2,069,168	\$ 2,231,608	\$ 2,381,131	\$ 2,587,987	\$ 2,781,344	\$ 2,804,968	\$ 2,234,890	\$ 2,270,429	\$ 2,295,120	\$ 2,322,581
Utility taxes	-	-	-	-	-	-	837,067	1,693,643	1,839,792	1,789,751
Home rule sales tax, net	-	-	-	-	-	-	-	-	3,924,988	4,254,856
Intergovernmental	6,261,117	7,505,577	9,730,870	8,808,350	8,168,638	10,453,341	10,316,951	10,882,236	7,744,422	8,200,056
Licenses and Permits	1,190,372	791,258	908,931	962,934	825,661	783,524	669,396	605,285	897,083	887,978
Franchise Fees	-	-	-	-	-	-	1,159,283	1,211,158	1,157,098	1,125,817
Fines and Fees	2,463,315	2,543,302	2,441,013	2,225,484	2,366,138	2,198,244	2,128,737	2,079,114	2,536,052	2,302,432
Charges for Services	542,927	497,490	376,698	297,593	282,259	274,703	275,952	280,922	280,922	105,992
Developer Contributions	552,570	290,227	298,268	181,572	276,416	34,521	90,148	189,489	218,791	739,956
Interest	543,287	441,760	248,176	118,424	3,525	3,097	3,134	23,786	19,697	17,312
Miscellaneous	164,792	183,996	205,297	283,410	400,594	566,054	1,314,526	820,370	370,084	617,547
<b>Total Revenues</b>	<b>13,787,548</b>	<b>14,485,218</b>	<b>16,590,384</b>	<b>15,465,754</b>	<b>15,104,575</b>	<b>17,118,452</b>	<b>19,030,084</b>	<b>20,052,255</b>	<b>21,284,049</b>	<b>22,364,248</b>
<b>Expenditures</b>										
General Government	5,677,720	6,671,844	6,757,023	6,194,382	6,767,623	7,802,556	5,576,536	6,316,355	5,087,857	5,196,590
Public Safety	3,826,076	4,625,516	5,200,902	5,471,894	5,280,413	5,486,798	5,930,001	5,893,661	6,675,803	6,898,588
Public Works	1,780,998	2,203,417	2,297,610	1,822,008	1,492,096	1,361,354	2,518,045	3,737,638	5,043,565	4,897,540
Capital Outlay	5,463,008	12,593,737	4,119,668	2,114,108	2,535,814	260,629	258,548	4,395,400	14,626,400	8,837,110
Debt Service	-	-	-	-	-	-	-	-	-	-
Principal	253,618	299,491	723,715	850,002	781,475	560,621	482,670	593,967	1,505,059	1,358,250
Interest, fiscal charges, and bond issuance costs	393,517	404,470	506,924	527,338	497,490	481,783	546,531	703,922	832,026	1,083,198
<b>Total Expenditures</b>	<b>17,394,937</b>	<b>26,798,475</b>	<b>19,605,842</b>	<b>16,949,732</b>	<b>17,354,911</b>	<b>15,953,741</b>	<b>15,312,331</b>	<b>21,640,943</b>	<b>33,770,710</b>	<b>28,271,276</b>
Excess of Revenues over (under) Expenditures	(3,607,389)	(12,313,257)	(3,015,458)	(1,483,978)	(2,250,336)	1,164,711	3,717,753	(1,588,688)	(12,486,661)	(5,907,028)
<b>Other financing Sources (Uses)</b>										
Sale of capital assets	-	-	-	-	-	-	-	-	21,080	79,151
Transfers In	802,858	6,427,240	1,910,904	1,700,535	1,417,076	935,972	1,378,497	3,714,639	5,063,300	7,703,671
Transfers Out	(802,858)	(1,611,601)	(1,576,520)	(1,560,699)	(1,417,076)	(935,972)	(1,378,497)	(3,632,019)	(5,123,595)	(7,679,346)
Bonds/Developer Notes Issued	-	-	3,700,000	-	-	777,343	-	13,777,821	9,979,505	5,061,648
Payment to bond escrow agent	-	-	-	-	-	-	-	(6,350,000)	-	-
Installment purchase contracts issued	191,646	334,446	242,618	62,707	59,206	-	145,477	605,662	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>191,646</b>	<b>5,150,085</b>	<b>4,277,002</b>	<b>202,543</b>	<b>59,206</b>	<b>777,343</b>	<b>145,477</b>	<b>8,116,103</b>	<b>9,940,290</b>	<b>5,165,124</b>
<b>Net Change in Fund Balances</b>	<b>\$ (3,415,743)</b>	<b>\$ (7,163,172)</b>	<b>\$ 1,261,544</b>	<b>\$ (1,281,435)</b>	<b>\$ (2,191,130)</b>	<b>\$ 1,942,054</b>	<b>\$ 3,863,230</b>	<b>\$ 6,527,415</b>	<b>\$ (2,546,371)</b>	<b>\$ (741,904)</b>
<b>Debt Service as a Percentage of Noncapital Expenditures</b>	5.42%	4.96%	7.95%	9.28%	8.63%	7.83%	6.79%	6.06%	8.33%	12.18%

Data Source

Audited Financial Statements

VILLAGE OF NEW LENOX, ILLINOIS

OPERATING INDICATORS

Last Ten Fiscal Years

Function/Program	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
General Government										
Community Development										
Building permits issued	364	164	143	44	24	28	75	122	184	167
Public Safety										
Police										
Physical arrests	751	851	691	1,087	992	896	837	885	1,096	940
Local Ordinance violations	369	370	314	405	214	192	128	170	145	124
Parking violations	2,373	2,818	3,590	2,744	2,317	2,032	1,571	1,525	938	1,103
Traffic violations	4,570	6,484	6,477	4,570	4,318	4,398	4,709	5,327	4,115	2,610
Calls for Service	18,494	20,666	30,087	35,238	45,416	50,908	50,990	36,375	31,748	27,630
Public Works										
Streets										
Streetlights repair	104	179	234	181	160	99	93	169	178	165
Potholes repaired	11	16	19	24	47	28	35	24	34	35
Water										
Number of Customers	7,114	7,278	7,421	7,465	7,489	7,517	7,592	7,705	7,889	8,064
New Connections (tap-ons)	7,114	164	143	44	24	28	75	113	184	175
Average daily consumption*	3,770	3,780	2,172	3,992	3,731	3,735	3,652	4,008	2,186	1,999
Wastewater										
Total gallons sewer treated**	719	1,222	1,052	1,165	1,077	1,016	1,083	1,027	1,084	1,188

\* (thousands of gallons)

\*\* (millions of gallons)

Data Source

Village Department annual reports

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**GLOSSARY OF BUDGETARY TERMS**

**Abatement:** A complete or partial cancellation of a levy imposed by a government. Abatements usually apply to tax levies, special assessments, and service charges.

**Account:** A term used to identify an individual asset, liability, expenditure, revenue or fund balance.

**Accounting System:** The total set of records and procedures, which are used to record, classify, and report information on the financial status and operations of the Village.

**Accrual Basis of Accounting:** The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not).

**Actuarial/Actuary:** A person or methodology that makes determinations of required contributions to achieve funding levels that address risk and time.

**Adopted Budget:** The proposed budget as initially and formally approved by the Village Board.

**Ad Valorem Tax:** A tax levied in proportion to the value of the property levied.

**Amortization:** The reduction of debt through regular payments of principal and interest, of which the principal payments are sufficient to retire the debt instrument at a predetermined date known as maturity.

**Appraised Value:** To make an estimate of value, generally for the purpose of taxation.

**Appropriation:** An act or ordinance of the Village Board allowing agencies and departments to incur obligations and to make payments out of a specific budget for specified purposes.

**Arbitrage:** Investment earnings representing the difference between interest paid on the bonds and the interest earned on the investments made utilizing the bond proceeds.

**Assessed Valuation:** A valuation set upon real estate or other property by a government as a basis for levying taxes.

**Assets:** Property owned by a government, which has monetary value.

## VILLAGE OF NEW LENOX, IL

**Audit:** A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial position and results of operations;
- Test whether transactions have been legally performed;
- Identify areas for possible improvements in accounting practices and procedures;
- Ascertain whether transactions have been recorded accurately and consistently;
- Ascertain the stewardship of officials responsible for governmental resources.

**Balanced Budget:** Total expenditure allocations do not exceed total available resources.

**Balance Sheet:** A statement purporting to present the financial position of the Village by disclosing the value of its assets, liabilities, and equities as of a specified date.

**Benefits:** Payments to which participants may be entitled under a pension plan, including pension, death and those due on termination of employment.

**Bond:** A written promise to pay (debt) a specified sum of money (calling principal or face value) at a specified future date (called the maturity date (s)) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt.

**Bonded Debt:** Debt for which general obligation bonds or revenue bonds are issued.

**Budget:** A financial plan for a specified period of time that balances projected revenue to estimated expenditures and operating transfers obligation.

**Budget Authority:** Authority provided by law that permits Village departments to incur obligations requiring either immediate or future payment of money.

**Budget Calendar:** The schedule of essential dates or milestones which the Village follows in the preparation, adoption and administration of the budget.

**Budget Deficit:** The amount by which the government's budget outlays exceed its budget receipts for a given period, usually a fiscal year.

**Budget Document:** The official written statement prepared by the budget office and supporting staff, which presents the proposed budget to the Village Board.

**Budget Message:** The opening section of the budget document, which provides the Village Board and the public with a general summary of the most important aspects of the budget,

## VILLAGE OF NEW LENOX, IL

changes from the current and previous fiscal years, and the views and recommendations of the Village Administrator.

**Budget Ordinance:** The official enactment by the Village Board to legally authorize Village staff to obligate and expend resources.

**Budgetary Control:** The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

**Building Permits:** Revenues derived from the issuance of building permits prior to construction with the Village of New Lenox.

**Cable TV Franchise:** Franchise tax levied on a cable television company.

**Capital Budget:** A plan of proposed capital expenditures and the means of financing them. The capital budget is usually enacted as part of the complete annual budget, which includes both operating and capital outlays. The capital budget should be based on the capital improvement program (CIP).

**Capital Improvement Program (CIP):** A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

**Capital Outlay:** Represents expenditures, which result in the acquisition or addition of fixed assets including land, buildings, improvements, machinery or equipment.

**Capital Projects:** Projects, which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

**Cash Basis of Accounting:** The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

**Certificate of Deposit:** A negotiable or non-negotiable receipt of monies deposited in a bank or other financial institution for a specified period for a specified rate of interest.

**Comprehensive Annual Financial Report (CAFR):** This official audited annual report presents the status of the Village's finances in a standardized format. The CAFR is organized by fund and contains two basic types of information: a Statement of Net Assets and a Statement of Activities.

## VILLAGE OF NEW LENOX, IL

**Contingencies:** An amount set aside that can subsequently be used to meet unexpected needs.

**Contractual Services:** Services rendered to Village activities by private firms or individuals.

**Debt Proceeds-Bonds:** Funds available from the issuance of bonds.

**Debt Service:** Debt service expenditures are the result of bonded indebtedness of the Village. Debt service expenditures include principal, interest and bond reserve requirements of outstanding debt.

**Deficit:** (1) The excess of an entity's liabilities over its assets (See Fund Balance).  
(2) The excess of expenditures or expenses over revenues during a single accounting period.

**Department:** The basic organizational unit of the Village, which is functionally unique in its services.

**Depreciation:** A calculation of the estimated decrease in value of physical assets due to usage and passage of time.

**Distinguished Budget Presentation Program:** A voluntary program administered by the Government Finance Officers Association to encourage governments to publish efficiently organized and easily readable budget documents, providing peer recognition and technical assistance to the fiscal officers preparing them.

**Enterprise Funds:** A proprietary accounting fund in which the services are financed and operated similarly to those of a private business. Enterprise Funds in the Village of New Lenox have been for the waterworks and sewerage fund and the commuter parking lot fund.

**Emergency Services and Disasters Agency (ESDA):** A volunteer unit that aids victims of natural or manmade disasters, provides crowd control, evacuation of areas and locating shelters for victims of disasters.

**Estimated Revenue:** The amount of revenue that the Village of New Lenox expects to collect during the fiscal year.

**Expenditure:** Decreases in net current financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service and capital outlays.

**Federal Insurance Contributions Act (FICA) tax:** A United States payroll (or employment) tax imposed by the federal government on both employees and employers to fund Social

## VILLAGE OF NEW LENOX, IL

Security and Medicare which are federal programs that provide benefits for retirees, the disabled, and children of deceased workers.

**Fiduciary Funds (Trust and Agency Funds):** These funds are used to account for assets held by the Village in a trustee capacity or as an agency for individuals, private organizations, other governments and/or other funds. These include Expendable Trust, Nonexpendable Trust, Pension Trust and Agency Funds. Nonexpendable Trust and Pension Trust Funds are accounted for essentially in the same manner as proprietary funds since capital maintenance is critical. Expendable Trust Funds are accounted for essentially in the same manner as governmental funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**Fiscal Year:** A twelve-month period to which the annual operating budget applies. The fiscal year for the Village of New Lenox is May 1 to April 30.

**Fixed Assets:** Assets of a long-term character, which are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

**Fleet:** The vehicles owned and operated by the Village.

**Forfeiture:** The automatic loss of property, including cash, as a penalty for breaking the law or as compensation for losses resulting from illegal activity. Once property has been forfeited, the Village may claim it, resulting in confiscation of the property.

**Full Faith and Credit:** A pledge of the general taxing body of government (Village) to repay debt obligations (typically used in reference to bonds).

**Fund:** An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

**Fund Accounting:** The accounts of the Village are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of a fund are accounted for with separate sets of self-balancing accounts that comprise its assets, liability, fund equity, revenue and expenditure accounts, as appropriate. Government resources are allocated for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are to be controlled.

**Fund Balance:** The fund equity of governmental funds.

**Fund Transfer:** A budgeted transfer of funds to another fund.

## VILLAGE OF NEW LENOX, IL

**Generally Accepted Accounting Principals (GAAP):** Uniform minimum standards accounted for in another fund and guidelines to financial accounting and reporting.

**General Fund:** The general fund is used to account for all activities not included in other specified funds. This fund includes most of the operating services such as the Administrator's Office, Finance Department, Building Department, Community Development, Street Department, and the Village Board.

**General Obligation Bonds (G.O.):** When a government pledges its full faith and credit to the repayment of the bonds it issues, than those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds, which are to be repaid from taxes and other general revenues.

**Geographic Information System (GIS):** The term describes any information system that integrates, stores, edits, analyzes, shares, and displays geographic information.

**Goal:** A statement of broad direction, purpose, or intent based on the needs of the community.

**Government Finance Officers Association (GFOA):** The purpose of the Government Finance Officers Association is to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and practices and promoting them through education, training and leadership.

**Governmental Accounting:** The composite of analyzing, recording, summarizing, reporting and interpreting the financial transactions of governmental units and agencies.

**Grant:** A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes.

**Home Rule:** Established by adoption of the 1970 Illinois Constitution, Home Rule shifts greater responsibility and authority (for local government decision making) from the State level to the local level. Municipalities with a population of more than 25,000 are automatically Home Rule units, while those with less than 25,000 residents require approval of referendum in order to achieve Home Rule status.

**HR Director:** Human Resource Director

**Illinois Department of Transportation (IDOT):** A State of Illinois Department whose mission is to provide safe, cost effective transportation in Illinois in ways that enhance the quality of life, promote economic prosperity, and demonstrate respect for the environment.

## VILLAGE OF NEW LENOX, IL

**Illinois Municipal Retirement Fund (IMRF):** An agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for units of local government and school districts in Illinois.

**Infrastructure:** Public domain fixed assets including: roads, bridges, curbs, gutters, sidewalks, drainage systems, lighting systems and other items that have value only to the Village.

**Interfund Transfers:** Amounts transferred from one fund to another to assist in financing the services of the receiving fund. Transfers do not represent revenues or expenditures of the governmental unit.

**Intergovernmental Revenue:** Revenue received from or through the Federal, State or County Government.

**Internal Control:** A plan of organization for purchasing, accounting and other financial activities, which, among other things, provide that:

- The duties of employees are subdivided so that no single employee handles a financial action from beginning to end;
- Proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and,
- Records and procedures are arranged appropriately to facilitate effective control.

**Internal Service Fund:** Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

**Investment:** Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.

**Investment Instrument:** The specific type of security, which the Village purchases and holds.

**J.U.L.I.E.:** A utility locate service

**Levied Funds:** All funds by which Illinois State Statutes authorize non-home rule communities to levy.

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

**Liquidity (of Investments):** The ability to convert an investment to cash promptly with minimum risk to principal or accrued interest.

## VILLAGE OF NEW LENOX, IL

**Long-Term Debt:** Bonded debt and other long-term obligations, such as benefits accruals, due beyond one year.

**Mandate:** A requirement from a higher level of government that a lower level of government perform a task in a particular way or by a particular standard.

**Modified Accrual Basis of Accounting:** The basis of accounting in which revenues are recorded when they are both measurable and available, and where expenditures are recorded when the liability is incurred.

**Motor Fuel Tax Fund:** Represents the Village's share of State gasoline taxes and accounts for the revenues and expenditures for operation and maintenance of street and storm sewer programs and capital projects authorized by the Illinois Department of Transportation.

**Municipal Code:** A collection of laws, rules and regulations that apply to the Village and its Citizens.

**Non-Home Rule Communities:** Any municipality of less than 25,000 in population or any community with a population of 25,000 or greater that has not voted by referendum to become home rule is a non-home rule community. A non-home rule community's taxing powers are limited to those provided by State Statute.

**Operating Budget:** A financial plan that presents proposed expenditures for the fiscal year and estimates the revenues to fund them.

**Operating Expenses:** Fund expenses that are ordinary, recurring in nature and directly related to the fund's primary service activities.

**Ordinance:** A formal, legislative enactment by the Village that carries the full force and effect of the law, within corporate boundaries of the Village, unless in conflict with any higher form of law such as state or federal.

**PEG Fee:** Public, Educational and Governmental fee charged directly by Comcast Cable and distributed to the Village of New Lenox beginning FY 2013-14.

**Per Capita:** A measurement of the proportion of some statistic to an individual resident determined by dividing the statistic by the current population.

**Performance Measures:** Specific quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program.)

## VILLAGE OF NEW LENOX, IL

**Police Pension Fund:** Represents the Police Pension Plan, which covers sworn personnel and is a defined benefit, single-employer plan. Benefits and employee and employer contribution levels are governed by Illinois State Statutes and may be amended only by the Illinois legislature.

**Productivity:** A measure of the increase of service output of Village programs compared to the per unit of resource input invested.

**Property Taxes:** Used to describe all revenues received in a period from property taxes, both current and delinquent, including all related penalties and interest. Property taxes are levied on both real and personal property according to the property's valuation and tax rate.

**Proprietary Fund:** Enterprise and internal service funds that are similar to corporate funds in that they are related to assets, liabilities, equities, revenues, expenses and transfers determined by business or quasi-business activity.

**Reserve:** An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

**Resolution:** A legislative act by the Village with less legal formality than an ordinance.

**Retained Earnings:** An equity account reflecting the accumulated earnings of an Enterprise Fund.

**Revenues:** Increases in governmental fund types net current assets. It includes tax payments, fees from services, fines, grants and interest income.

**Revenue Bonds:** Bonds whose principal and interest are payable exclusively from enterprise fund earnings.

**Revised Budget:** The adopted budget as formally adjusted by the Village Board.

**Sales Tax:** Tax imposed on taxable sales of all final goods.

**Source of Revenue:** Revenues are classified according to their source or point of origin.

**Special Revenue Funds:** Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

**Special Service Area (SSA):** A special service area is a taxing mechanism that can be used to fund a wide range of special or additional services and/or physical improvements in a defined geographic area within a municipality or jurisdiction. This type of district allows local

## VILLAGE OF NEW LENOX, IL

governments to establish such areas without incurring debt or levying a tax on the entire municipality.

**Tax Levy:** The total amount to be raised by general property taxes for a purpose specified in the Tax Levy Ordinance.

**Tax Rate:** The amount of tax stated in terms of a unit of a tax base.

**Tax Rate Limit:** The maximum legal rate at which a municipality may levy tax. The limit may apply to taxes raised for a particular purpose or for general purposes.

**Taxes:** Charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include special assessments or development fees.

**Triad Program:** Vehicle for improving communication and relationships between law enforcement and the senior community.

**User Charges:** The payment of a fee for direct receipt of public service by the party benefiting from the service.

**Yield:** The rate earned on an investment based on the price paid for the investment, the interest earned during the period held and the selling price or redemption value of the investment.

**COMMONLY USED ACRONYMS**

- AED: Automated External Defibrillator
- AICP: American Institute of Certified Planners
- APA: American Planning Association
- APWA: American Public Works Association
- ASE: Automotive Service Excellence
- BAN: Bond Anticipation Note
- BD: Business District
- CAFR: Comprehensive Annual Financial Report
- CDBG: Community Development Block Grant
- CED: Center for Economic Development
- CERT: Community Emergency Response Team
- CEU: Continuing Education Unit
- CIP: Capital Improvements Program
- CMAP: Chicago Metropolitan Agency for Planning
- CN: Canadian National
- COLA: Cost of Living Adjustment
- DCEO: Department of Commerce and Economic Opportunity
- DOI: Department of Insurance
- EAP: Employee Assistance Program
- EDC: Economic Development Coordinator
- EPA: Environmental Protection Agency
- EQ: Equipment Services-Internal Service Fund
- ESDA: Emergency Services and Disasters Agency
- FBI: Federal Bureau of Investigation
- FEMA: Federal Emergency Management Agency
- FICA: Federal Insurance Contributions Act
- FOIA: Freedom of Information Act
- FTE: Full Time Equivalent
- FY: Fiscal Year
- GAAP: Generally Accepted Accounting Principals
- GASB: Governmental Accounting Standards Board
- GFOA: Government Finance Officers Association
- GIS: Geographic Information System
- HPO: High Performance Organization
- HR: Human Resources
- IACE: Illinois Association of Code Enforcement
- IACP: International Association of Chiefs of Police
- IAFSM: Illinois Association for Floodplain and Stormwater Management
- IAMMA: Illinois Association of Municipal Management Assistants
- IAWP: Illinois Association of Water Pollution

VILLAGE OF NEW LENOX, IL

ICC:	Illinois Commerce Commission
ICCA:	Illinois Council of Code Administrators
ICMA:	International City/County Management Association
ICSC:	International Council of Shopping Centers
IDOT:	Illinois Department of Transportation
IEMA:	Illinois Emergency Management Agency
IEPA:	Illinois Environment Protection Agency
IFPCA:	Illinois Fire & Police Commissioners Association
IGFOA:	Illinois Government Finance Officers Association
IIMC:	International Institute of Municipal Clerks
ILAPA:	Illinois American Planning Association
ILCMA:	Illinois City/County Managers Association
ILEAS:	Illinois Law Enforcement Alarm System
ILETSB:	Illinois Law Enforcement Training Standards Board
ILGA:	Illinois General Assembly
IML:	Illinois Municipal League
IMRF:	Illinois Municipal Retirement Fund
IPELRA:	Illinois Public Employer Labor Relations Association
IPOC:	Illinois Protective Officials Conference
IPPPFA:	Illinois Public Pension Fund Association
IPWSOA:	Illinois Potable Water Supply Operators Association
IRASS:	Illinois Regional Air Support Service
ISPE:	Illinois Society of Professional Engineers
IT:	Information Technology
ITOA:	Illinois Tactical Officers Association
IWIN:	Illinois Wireless Information Network
JJC:	Joliet Junior College
J.U.L.I.E.:	Joint Utility Location Information & Excavation System
LEAD:	Leadership Education and Development
LESO:	Law Enforcement Support Office
LWABWO:	Lincoln-Way Area Business Women Organization
LWCC:	Lincoln-Way Communication Center
MCI:	Municipal Clerks of Illinois
MCR:	Medical Reserve Corps
MDT:	Mobile Data Terminal
MFT:	Motor Fuel Tax
MGD:	Million Gallons per Day
MXU:	Meter Transceiver Unit
NEMERT:	North-East Multi-Regional Training
NICAR:	Northern Illinois Commercial Association of Realtors
NLC:	National League of Cities
NLPD:	New Lenox Police Department

## VILLAGE OF NEW LENOX, IL

NPDES:	National Pollutant Discharge Elimination System
O & M:	Operations and Maintenance
OSHA:	Occupational Safety & Health Administration
P & I:	Principal and Interest
PD:	Police Department
PEG:	Public, Educational & Governmental
PW:	Public Works
RFP:	Request for Proposal
RFI:	Request for Information
RFQ:	Request for Qualifications
SBOC:	Suburban Building Officials Association
SCADA:	Supervisory Control and Data Acquisition
SRO:	Student Resource Officers
SSA:	Special Service Area
SSEIA:	South Suburban Electrical Inspectors Association
SSERT:	South Suburban Emergency Response Team
SSMCTF:	South Suburban Major Crimes Task Force
SSMMA:	South Suburban Mayors and Managers Association
STP:	Sewer Treatment Plant
SWAHM:	Southwest Agency for Health Management
SWARM:	Southwest Agency for Risk Management
TBD:	To Be Determined
URISA:	Urban & Regional Information System Association
USEPA:	United States Environmental Protection Agency
VH:	Village Hall
WCGL:	Will County Governmental League
WCHD:	Will County Health Department
WCMCTF:	Will County Major Crimes Task Force
WEF:	Water Environment Federation
WWTP:	Wastewater Treatment Plant

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