FILED

DEC 13 2022

DeKalb County Clerk

ORDINANCE 2022-068 **PASSED: DECEMBER 12, 2022**

ADOPTING THE ANNUAL BUDGET OF THE CITY OF DEKALB, ILLINOIS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2023, AND ENDING DECEMBER 31, 2023.

WHEREAS, the City of DeKalb (the "City") is a home rule unit of local government and may exercise any power and perform any function pertaining to its government and affairs pursuant to Article VII, Section 6, of the Illinois Constitution of 1970; and

WHEREAS, the City duly adopted the Budget Officer and annual budget powers and procedures established by the Illinois Municipal Code (65 ILCS 5/8-2-9.1 through 8-2-9.10); and

WHEREAS, the City's Budget Officer prepared the tentative annual budget for the fiscal year beginning January 1, 2023, through December 31, 2023 (the "2023 Fiscal Year") as set forth in Exhibit A attached hereto and incorporated herein (the "2023 Fiscal Year Budget"); and

WHEREAS, the City complied with all applicable statutory requirements for the public inspection, notice and hearing of the 2023 Fiscal Year Budget; and

WHEREAS, the City's corporate authorities find that it is in the City's best interests for the promotion of the public health, morals and welfare to approve the 2023 Fiscal Year Budget; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEKALB, ILLINOIS:

SECTION 1: The recitals to this Ordinance are true, material, adopted and incorporated herein as Section 1 to this Ordinance.

SECTION 2: The City's corporate authorities approve the 2023 Fiscal Year Budget, and further authorize and direct the Executive Assistant to file with the DeKalb County Clerk a certified copy of this ordinance and the 2023 Fiscal Year Budget within 30 days of the adoption of this ordinance.

SECTION 3: This Ordinance shall be in full force and effect from and after its passage as provided by law.

PASSED BY THE CITY COUNCIL of the City of DeKalb, Illinois at a Regular meeting thereof held on the 12th day of December 2022 and approved by me as Mayor on the same day. First Reading passed on November 28, 2022, by a 7-0-1 roll call vote. Aye: Morris, Larson, Smith, Perkins, Verbic, Faivre, Barnes. Nay: None. Absent: McAdams. Second Reading passed on December 12, 2022, by an 8-0 roll call vote. Aye: Morris, Larson, Smith, Perkins, McAdams, Verbic, Faivre, Barnes. Nay: None.

CITY OF DEKALB STATE OF ILLINOIS

COHEN BARNES, Mayor

ATTEST:

Ruth A. Scott, Executive Assistant

Final Budget
Fiscal Year 2023

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PRINCIPAL OFFICIALS

Mayor
Cohen Barnes

City Council
Alderman Carolyn Morris, Ward One
Alderman Barbara Larson, Ward Two
Alderman Tracy Smith, Ward Three
Alderman Gregory Perkins, Ward Four
Alderman Scott McAdams, Ward Five
Alderman Mike Verbic, Ward Six
Alderman Anthony Faivre, Ward Seven

Executive Assistant

Ruth Scott

City Manager
Bill Nicklas

Executive Team
Carrie Dittman, Finance Director
David Byrd, Police Chief
Mike Thomas, Fire Chief
Bryan Faivre, Director of Utilities & Transportation
Andy Raih, Director of Streets & Facilities
Dan Olson, Planning Director
Dawn Harper, Chief Building Official
Renee Riani, Airport Manager
Zac Gill, City Engineer
Michelle Anderson, Human Resource Director
Jeremy Alexander, I.T. Director
John Donahue/Matt Rose, City Attorneys

Section One

Transmittal Letter

164 East Lincoln Highway
DeKalb, Illinois 60115
815.748.2000 • cityofdekalb.com

DATE: November 28, 2022

TO: Honorable Mayor Cohen Barnes
DeKalb City Council

FROM: Bill Nicklas, City Manager

RE: Letter of Transmittal: Fiscal Year 2023 Budget

The Annual Budget for Fiscal Year 2023 extends from January 1, 2023, through December 31, 2023. This budget document compiles the numerical and narrative budgets for each governmental, proprietary, and fiduciary fund in one volume for easy reading and reference.

I. OVERVIEW

The planning and creation of the City's 2023 fiscal year budget has occurred as the City government and DeKalb community find themselves in the early stages of a recession. After a strong late-pandemic recovery from mid-2021 through the first months of 2022, aided by timely and dramatic steps taken by the City Council as the pandemic exploded in 2020, as well as significant federal aid in the form of 2020 Cares Act funding and the 2021 American Rescue Plan, enacted on March 11, 2021, the City government is again challenged by economic trends at the state, national, and international level. Perhaps the most difficult challenge is posed by the recent pace of inflation, which is currently about 8.1% higher overall on a year-on-year basis (and about 6.6% higher excluding food and fuel).

II. GENERAL FUND

A. GENERAL FUND REVENUE ASSUMPTIONS

The City's General Fund is particularly worthy of attention as it supports the operating departments whose services our local residents and businesses encounter most often in any given year. In FY2023, as in recent years, the City's general operations are funded by certain major revenue sources, which comprise about $33.3 million, or 74%, of the total General Fund revenues. The following table highlights those revenues:

MAJOR REVENUES:	COMMENT	FY 2021 ACTUAL	FY 2022 AMENDED BUDGET	FY 2022 PROJECTED ACTUAL	FY 2023 PROPOSED BUDGET	FY 2023 AMOUNT CHANGE	FY 2023 % CHANGE		% of TOTAL G.F. REVENUES
PROPERTY TAXES									
PROPERTY TAX - FIRE PENSION	1	$3,520,454	$3,746,088	$3,720,878	$ 3,869,713	$ 123,625	3.30%		8.57%
PROPERTY TAX - POLICE PENSION	1	2,912,595	3,099,229	3,124,439	3,249,417	$ 150,188	4.85%		7.19%
SALES & USE TAXES									
STATE SALES TAX	2	6,205,962	5,824,413	6,289,658	6,017,000	192,587	3.31%		13.32%
HOME RULE SALES TAX	2	7,675,584	7,063,950	7,985,020	7,282,000	218,050	3.09%		16.12%
RESTAURANT & BAR TAX	2	2,156,649	1,953,382	2,255,160	2,200,000	246,618	12.63%		4.87%
GROSS RECEIPTS TAXES									
MUNICIPAL UTILITY TAX	3	2,528,658	2,735,404	2,459,725	2,535,000	(200,404)	-7.33%		5.61%
INTERGOVERNMENTAL									
FEDERAL GRANTS - ARPA	4	1,511,017	1,837,285	1,997,435	1,837,285	0	0.00%		4.07%
STATE INCOME TAX	5	5,787,319	5,109,569	6,365,820	6,285,240	1,175,671	23.01%		13.91%
TOTAL MAJOR GENERAL FUND REVENUES					**$33,275,655**				**73.66%**
OTHER SOURCES					11,900,649				26.34%
TOTAL GENERAL FUND REVENUES					**$45,176,304**				**100.00%**

A number of assumptions inform the table above:

1. Both Police and Fire Pension property tax levies are predicated on a 4.0% increase; a 4.95% increase was used in 2022. The property tax is used to fund a portion of the annual police and fire pension contribution. At this levy amount, the property tax would fund about 80.6% of the annual FY 2023 required contribution, and the remaining amount (roughly $1.72 million) would need to come from other General Fund sources (see "Pensions," below).

2. Estimates for the state-shared (1%) and 1.75% home rule sales taxes were based on the last 4-year average revenues (excluding the 2020 "COVID" year), with a 3.0% increase applied. The effect of known major business closures was reviewed and determined not to have a significant impact on the revenues. New businesses that have arisen, including those in the downtown area, or those soon to open have been added to the estimates.

   Similarly, restaurant and bar taxes which are directly attributable to these new ventures have been adjusted up from the preliminary estimates. The 2023 budget is $2.2 million, which is 12.63% higher than the FY 2022 budget but still about $55,000 <u>less</u> than FY 2022 year-end projections.

   The volatile inflationary environment, the highest in 40 years, can be seen throughout Illinois and the country and deserves consideration, as well as the unknown impact this will have on

discretionary spending, particularly if the region enters a significant recession (and some prognosticators believe we are well on that track).

In summary, the FY 2023 budget for these categories has been increased from the FY 2022 budget but remains conservatively less than the FY 2022 projected actual amounts.

3. Municipal utility tax includes electric (ComEd) and gas (Nicor) tax receipts. The tax is charged based on kilowatt hours (electric) and therms (gas). The estimated 2023 revenues were based on the monthly averages for the past 5 years, excluding the inflationary increases of 2022. It should be noted that extraordinary utility tax receipts from Meta buildings yet to be fully energized will remain uncertain until later in 2023, but an impact is included in the 2024 projections.

4. American Rescue Plan Act (ARPA) grant revenue continues to offset the cost of re-hiring previously frozen positions in the General Fund. ARPA monies have also been spent in the ARPA Fund 110 in relation to the Hunter Hillcrest purchase, tenant relocations, and demolition work, and in the Water Capital Fund 620 on lead service line replacements. Within the General Fund, twenty-one (21) fire, police and public works employees' salaries and benefits are being funded by this grant. This is budgeted to continue into 2023 at about $1.8 million and 2024 at $1.0 million, which will be the final year.

5. State income tax is allocated on a per capita basis by the State of Illinois. The population used in 2021 was 44,030, which dropped to 40,290 in 2022 and is the basis for the 2022 projected amounts and 2023 preliminary budget. The Illinois Municipal League's per capita estimates are $158.00 (2022 calendar fiscal year) and $151.00 (2023 calendar fiscal year).

B. GENERAL FUND EXPENDITURE ASSUMPTIONS

The $45,176,304 in anticipated General Fund revenues summarized above will more than balance the projected General Fund expenditures of $43,789,570. A number of personnel changes are included in the proposed FY2023 General Fund Budget. If approved, personnel expenses including pension and health care costs will comprise 82% of all General Fund spending.

The specific personnel changes recommended in the proposed FY2023 Budget are detailed below:

1. City Manager's Office: The Assistant to the City Manager position has been deleted and a new "Director of Crime-Free Housing" position has been added. The new, full-time Director of Crime-Free Housing will report directly to the City Manager will work with the approximately 1200 local landlords to address a worrisome rise in weapons-related offenses and other unlawful activity in local rental housing.

2. Human Resources: A new full-time position - "H.R. Coordinator" - has been added and the part-time Administrative Assistant position has been deleted. This change will help the

department staff (3.5 FTE) better serve its principal customers: the full-time and retired employees that rely on City-funded health and workers comp programs, and pensions. The department must also address the expanding, mandated training requirements of new employees.

3. Community Development: One unfilled building inspector position will be deleted.

4. Fire: One full-time firefighter/paramedic position will "fill" one shift which has been short-handed and must regularly round-out its minimum shift strength with call-backs on over-time. In addition, a second, full-time Administrative Assistant is added to assist with mounting reporting requirements.

5. Police: Five (5) sworn officers are added. Two will restore shift strength diminished in FY2022 to provide two new School Resource Officers at the request of CUSD #428. Three additional hires will augment the Patrol division's numbers to address expanded call volume.

   Additionally, three (3) new telecommunicators will bring the total to 16. And, one commander position will be removed to offset the cost associated with the appointment of the Director of Crime-Free Housing.

6. Public Works: One new full-time maintenance position and one part-time seasonal position will be added.

The General Fund personnel changes are reflected in the table below:

FY2023 Personnel Changes				
Department	**2023 FT**	**Change**	**2023 PT**	**Change**
City Manager's Office	5	+1 / -1 = net 0	-	n/a
Human Resources	3	+ 1	1	- 1
Comm Dev – Building/Code	5	- 1	-	n/a
Fire	64	+ 2	-	- 1
Police	91	+8 / -1 = net 7	9	-1
Public Works – Streets	17	+1	1	n/a
Public Works – Support Services	3	n/a	5	+1
TOTAL CHANGES TO BUDGET		**+ 10 FT**		**- 2 PT**

N.B.: Separately, the Mass Transit Fund will eliminate a part-time GIS intern and add a part-time Grants Coordinator.

From an operational standpoint, the total FY 2023 City-wide personnel budget, including salaries and benefits, is estimated to be $39,158,331; the General Fund portion of this is $36,019,483. The FY 2022 General Fund personnel budget was $32,791,667. This represents an

increase of $3,227,816, or 9.8%, inclusive of pension increases, 2.5% COLA increases, and a significant increase in Police department staffing to address a measurable rise in unlawful activity in our public schools and rental housing.

The Staffing Plan embedded in the FY2023 General Fund Budget is depicted in the chart below:

	2019		2020		2021		2022		2023	
	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT
Department										
City Manager's Office	6	1	5	1	5	1	5	1	5	0
Human Resources	2	1	2	1	1	2	2	2	3	1
Finance Department	6	2	5	2	5	0	6	0	6	0
Information Technology	4	0	3	1	3	1	3	1	3	1
Police Department	80	14	80	16	81	19	84	10	91	9
Fire Department	57	1	57	0	54	1	62	1	64	0
Public Works Department	34	18	33	18	31	11	35	17	36	18
Community Development	8	6	7	1	7	0	8	0	7	0
Total	197	43	192	40	187	35	205	32	215	29
FTE	218.5		212		204.5		221		229	

C. GENERAL FUND FORECASTING

1. Pensions

As reported repeatedly and with growing concern in Budget transmittals and Finance Advisory Committee agendas since 2018, the more ambiguous side of the General Fund's personnel expenditures relates to projections of City pension contributions.

a. **IMRF**. The Illinois Municipal Retirement Fund (IMRF) uses an open or rolling amortization method and is now using a 15-year amortization period. IMRF has a 100% target for the funding of obligations and the overall fund is actually more than 100% funded at present. As with the conventional mortgage system, IMRF aims for a level dollar approach, and refunds its assets periodically to take advantage of more favorable market conditions. This means that there is no arbitrary, statutory date at which its participants must be fully-funded, and the annual amortization payment becomes a smaller percentage of payroll over time. Currently, 86 City employees participate in IMRF and in 2022 the City's contribution rate was 12.29% of the covered salaries. For 2023, the tentative IMRF rate will drop to 8.71% and the total City contribution will be about $612,000.

b. **Downstate Fire and Police Pensions**. These pensions are part of a different, closed amortization system. Under the Illinois Pension Code, the Illinois Department of Insurance annually defines actuarial required contributions which include a "normal" cost (based on mortality tables, investment returns, beneficiary longevity, etc.) plus an amount sufficient to

steadily bring the total assets of a pension fund up to 90% of the total actuarial liabilities of the fund by the end of the 2040 fiscal year, even though the fund will obviously be needed indefinitely into the future. As the arbitrary 90% funding date of 2040 approaches, the annual funding obligation increases independent of normal cost calculations. The downstate pension funding method is akin to paying the minimum amount of one's credit card (i.e. an increasing interest cost plus the dollars one can afford). In this system, if payroll increases the municipality is hard-pressed to keep pace with the ever-increasing annual dollar impact to reach the 90% threshold at the arbitrary due date.

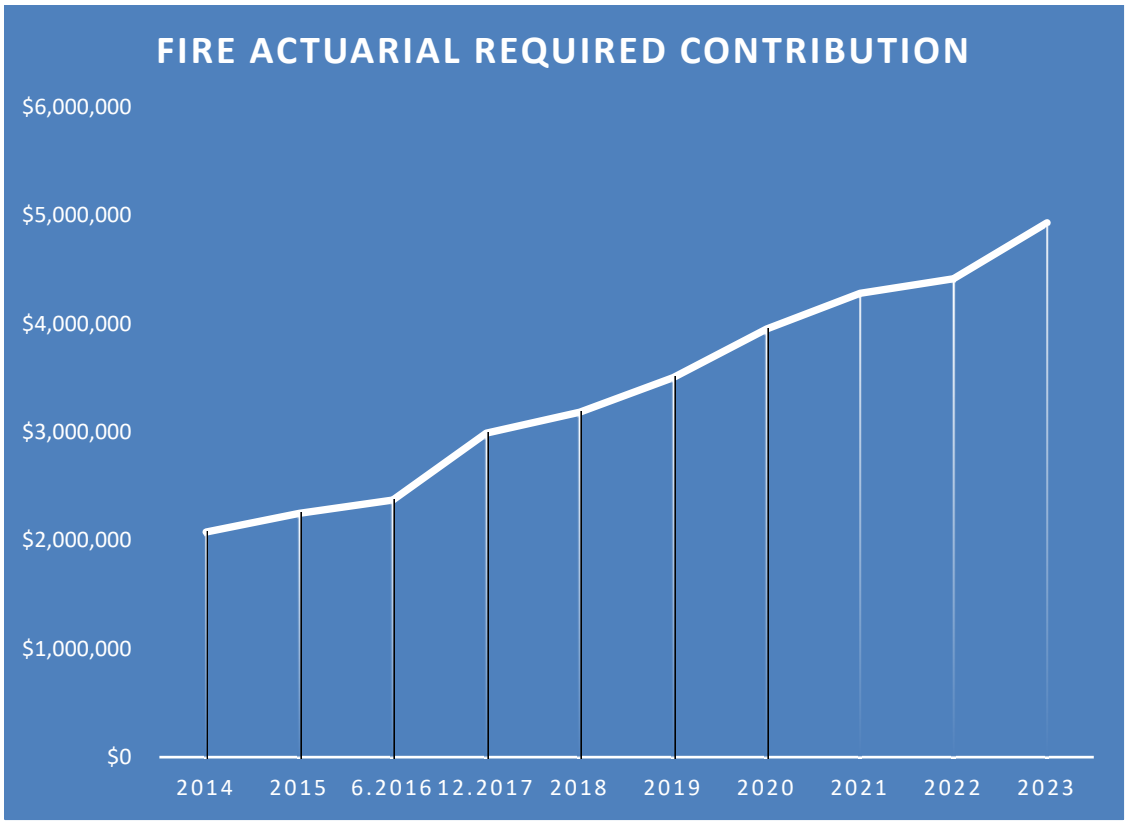
For DeKalb's Police officers, the City will contribute a fixed dollar amount of $3,901,382 in 2023. This is based on the demographics of 61 active officers and an uneven investment performance as of 12/31/2021. On a percentage of salary basis, the City's contribution works out to 66.3% of the total wage and salary costs for active sworn officers (including Commanders who contribute to the Police Pension Fund).

For DeKalb's Firefighters, the City will contribute a fixed dollar amount of $4,933,015 in 2023. This is based on demographics of 52 active Firefighters and an uneven investment performance as of 12/31/2021. On a percentage of salary basis, the City's contribution equates to 96.6% of the total wage and salary costs of active firefighters (including Fire management who contribute to the Fire Pension Fund).

The City's contributions to the Fire Pension and Police Pension Funds continue to rise each year based on the results of the annual actuarial valuation. As previously presented in August, the tables and graphs that follow show the annual contributions to each fund since 2014.

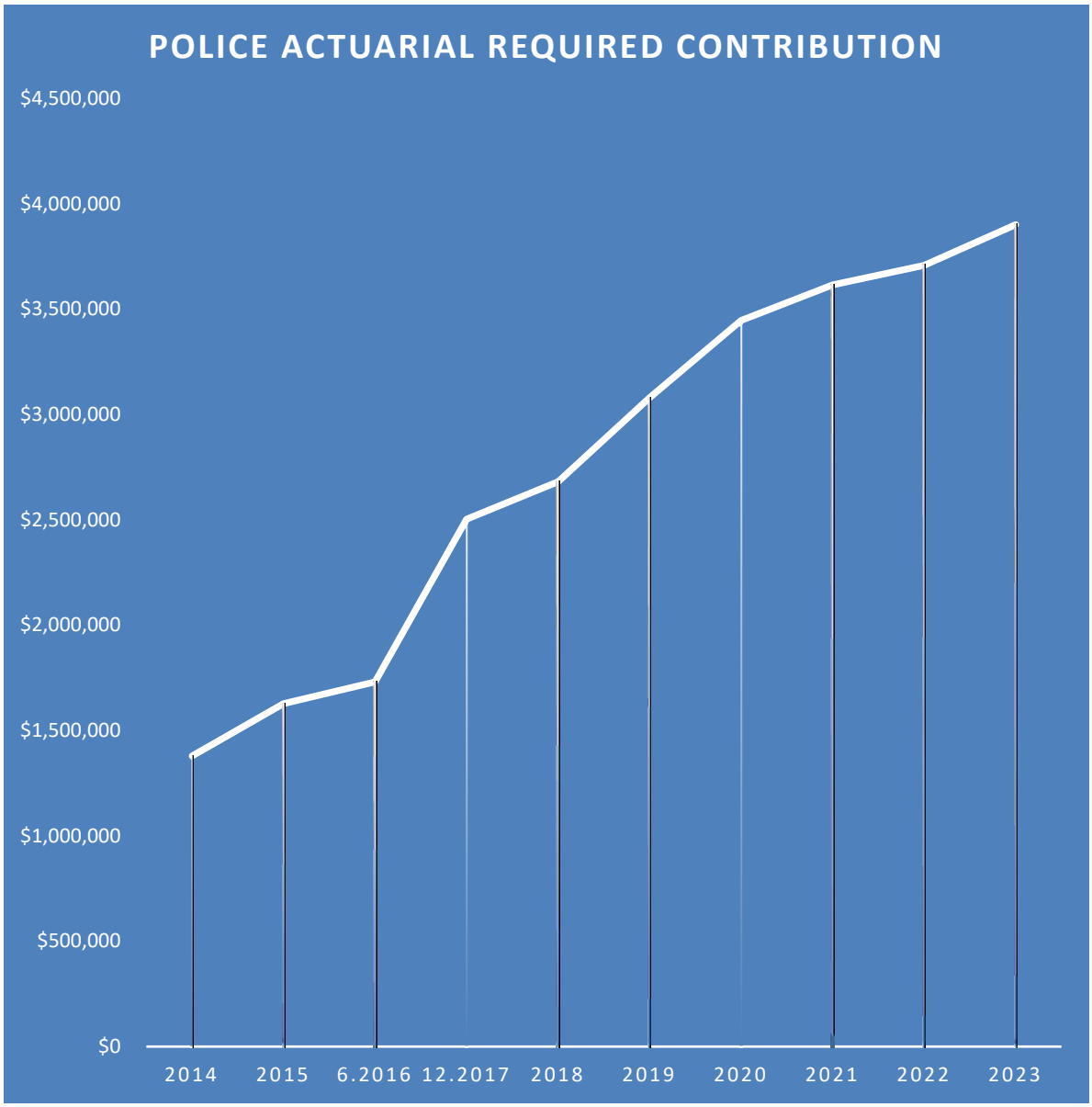
FIRE PENSION

Fiscal Year	Actuarial Required Contribution	$ Increase	% Increase
2014	$2,078,061		
2015	$2,250,772	$172,711	8.31%
6.2016	$2,373,253	$122,481	5.44%
12.2017	$2,990,000	$616,747	25.99%
2018	$3,183,910	$193,910	6.49%
2019	$3,503,332	$319,422	10.03%
2020	$3,951,651	$448,319	12.80%
2021	$4,282,230	$330,579	8.37%
2022	$4,415,632	$133,402	3.12%
2023	$4,933,015	$517,383	11.72%
		average increase:	10.25%



POLICE PENSION

Fiscal Year	Actuarial Required Contribution	$ Increase	% Increase
2014	$1,379,234		
2015	$1,627,268	$248,034	17.98%
6.2016	$1,730,712	$103,444	6.36%
12.2017	$2,502,904	$772,192	44.62%
2018	$2,680,967	$178,063	7.11%
2019	$3,079,438	$398,471	14.86%
2020	$3,446,287	$366,849	11.91%
2021	$3,614,881	$168,594	4.89%
2022	$3,707,827	$92,946	2.57%
2023	$3,901,382	$193,555	5.22%
		average increase:	12.84%



In subsequent years, and without any state legislative changes in the downstate pension system, the City will likely see increases in the annual Police and Fire contributions due to the increases in salary and increases in staffing levels. The impact of the 2022 hiring campaigns on these annual contributions will not be known until 2024, and the proposed 2023 budget changes will impact the contribution levels in 2025.

Finally, the growing funding demands of the City's Fire and Police pensions under the current downstate system annually consume all of the City's annual property tax revenues and further demand an increasing, supplemental contribution of City sales and use tax revenues on an annual basis. The table below illustrates this growing trend:

Fiscal Year		Actuarial Required Contribution	City's Adopted Tax Levy	Shortfall $	Shortfall %
	Fire Pension	$3,503,332	$3,220,517	$282,815	8.07%
2019	Police Pension	$3,079,438	$2,796,623	$282,815	9.18%
	Total	$6,582,770	$6,017,140	$565,630	8.59%
	Fire Pension	$3,951,651	$3,322,914	$628,737	15.91%
2020	Police Pension	$3,446,287	$2,946,735	$499,552	14.50%
	Total	$7,397,938	$6,269,649	$1,128,289	15.25%
	increase over PY	*12.38%*	*4.20%*		
	Fire Pension	$4,282,230	$3,569,403	$712,827	16.65%
2021	Police Pension	$3,614,881	$2,953,053	$661,828	18.31%
	Total	$7,897,111	$6,522,456	$1,374,655	17.41%
	increase over PY	*6.75%*	*4.03%*		
	Fire Pension	$4,415,632	$3,720,878	$694,754	15.73%
2022	Police Pension	$3,707,827	$3,124,439	$583,388	15.73%
	Total	$8,123,459	$6,845,317	$1,278,142	15.73%
	increase over PY	*2.87%*	*4.95%*		
	Fire Pension	$4,933,015	$3,869,713	$1,063,302	21.55%
2023	Police Pension	$3,901,382	$3,249,417	$651,965	16.71%
	Total	$8,834,397	$7,119,130	$1,715,267	19.42%
	increase over PY	*8.75%*	*4.00%*		

The community's wealth as represented by its equalized assessed valuation has grown from $585,726,839 in 2019 to an estimated $768,500,000 in 2022 (+$182,773,161 or 31.2%). This growth would arguably permit the City to cover at least its annual pension contributions from its annual property tax levy. However, local taxing bodies including the City expanded DeKalb's combined or aggregate property tax rate in the 2000s to a point that is roughly 20% higher than that of other regional municipalities competing for economic development (e.g., Sycamore, Geneva, St. Charles, Batavia, North Aurora, South Elgin). As a result, careful planning with respect to annual levy decisions must be undertaken to assure that the aggregate property tax rate decreases for some years to come. In this context, the City must constrain its levy determinations and assume some of the burden that would otherwise fall on local homeowners as well as new and existing businesses. Such an approach defers the fiscal "development benefit" from recent economic growth.

2. General Fund Summary and Five-Year Forecast

The following charts depict the past, present, and future of the City's General Fund:

General Fund Actual Results, FY 2017 Through FY 2021

	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Actual
Starting Fund Balance	$ 9,229,120	$ 9,073,799	$ 7,402,857	$ 10,524,704	$ 12,286,410
Revenues by Category					
Property Taxes	$ 5,523,532	$ 5,869,058	$ 5,897,168	$ 6,178,386	$ 6,433,049
Sales & Use Taxes	$ 15,238,720	$ 15,475,476	$ 15,944,998	$ 14,504,006	$ 18,090,856
Gross Receipts Taxes	$ 3,643,995	$ 3,721,204	$ 3,601,811	$ 3,375,859	$ 3,398,828
Intergovernmental:					
CARES Act	$ -	$ -	$ -	$ 1,800,000	$ -
ARPA Grant	$ -	$ -	$ -	$ -	$ 1,511,017
SAFER Grant	$ -	$ -	$ -	$ -	$ -
Other (Inc. Income Tax)	$ 4,805,948	$ 5,054,131	$ 5,591,020	$ 5,662,155	$ 6,920,003
Licenses & Permits	$ 875,518	$ 731,200	$ 960,699	$ 997,277	$ 1,248,952
Service Charges	$ 2,212,674	$ 2,599,455	$ 3,834,754	$ 3,119,088	$ 4,750,443
Fines	$ 608,515	$ 699,309	$ 629,943	$ 422,112	$ 467,451
Other Income	$ 1,218,294	$ 1,215,128	$ 1,637,132	$ 1,235,589	$ 905,624
Transfers In	$ 1,588,852	$ 652,386	$ 605,604	$ 1,295,038	$ 738,108
Total Revenues	$ 35,716,048	$ 36,017,347	$ 38,703,129	$ 38,589,510	$ 44,464,331
Expenditures by Category					
Personnel	$ 28,106,453	$ 29,766,715	$ 29,219,048	$ 30,566,536	$ 31,581,240
Commodities	$ 841,632	$ 888,567	$ 928,541	$ 774,146	$ 731,690
Contractual Services	$ 4,642,360	$ 4,290,540	$ 4,059,014	$ 3,635,515	$ 3,989,474
Equipment	$ 234,774	$ 80,649	$ 72,256	$ 19,922	$ 21,555
Debt Service *	$ -	$ -	$ -	$ -	$ -
Transfers Out #	$ 2,046,150	$ 2,661,818	$ 1,913,583	$ 1,831,685	$ 538,125
Total Expenditures	$ 35,871,369	$ 37,688,289	$ 36,192,442	$ 36,827,804	$ 36,862,084
Net Change	**$ (155,321)**	**$ (1,670,942)**	**$ 2,510,687**	**$ 1,761,706**	**$ 7,602,247**
Prior Period Adjustment	$ -	$ -	$ 611,160	$ -	$ (262,789)
Ending Fund Balance	**$ 9,073,799**	**$ 7,402,857**	**$ 10,524,704**	**$ 12,286,410**	**$ 19,625,868**
vs. Reserve Policy 25%	25.30%	19.64%	29.08%	33.36%	53.24%

* payment on Library bonds; previously reported under transfers
# includes annual transfer to Debt Service Fund

General Fund Estimated Results, FY 2022 Through FY 2027

	FY2022 Estimate	FY2023 Budget	FY2024 Projected	FY2025 Projected	FY2026 Projected	FY2027 Projected
Starting Fund Balance	$ 19,625,868	$ 23,668,305	$ 25,055,039	$ 25,100,897	$ 22,355,811	$ 18,359,478
Revenues by Category						
Property Taxes	$ 6,845,317	$ 7,119,130	$ 7,741,171	$ 8,302,125	$ 8,676,058	$ 9,058,336
Sales & Use Taxes	$ 18,543,090	$ 17,467,077	$ 17,903,754	$ 18,351,348	$ 18,810,131	$ 19,280,385
Gross Receipts Taxes	$ 3,288,444	$ 3,321,426	$ 3,411,879	$ 3,507,502	$ 3,608,414	$ 3,714,741
Intergovernmental:						
CARES Act	$ -	$ -	$ -	$ -	$ -	$ -
ARPA Grant	$ 1,997,435	$ 1,837,285	$ 1,019,023	$ -	$ -	$ -
SAFER Grant	$ 851,566	$ 908,602	$ 961,089	$ -	$ -	$ -
Other (Inc. Income Tax)	$ 7,811,377	$ 7,653,677	$ 7,775,899	$ 7,925,943	$ 7,953,988	$ 8,110,094
Licenses & Permits	$ 923,787	$ 1,050,406	$ 1,060,866	$ 1,071,535	$ 1,082,418	$ 1,093,518
Service Charges	$ 3,577,798	$ 4,303,274	$ 4,376,905	$ 4,451,900	$ 4,528,286	$ 4,606,089
Fines	$ 436,698	$ 470,500	$ 482,170	$ 491,523	$ 501,064	$ 510,795
Other Income	$ 376,913	$ 490,980	$ 494,987	$ 499,040	$ 503,142	$ 507,292
Transfers In	$ 559,359	$ 553,947	$ 558,826	$ 563,826	$ 568,952	$ 574,206
Total Revenues	$ 45,211,784	$ 45,176,304	$ 45,786,567	$ 45,164,742	$ 46,232,453	$ 47,455,456
Expenditures by Category						
Personnel	$ 32,252,339	$ 36,019,483	$ 37,962,624	$ 40,024,093	$ 42,233,260	$ 44,602,383
Commodities	$ 901,707	$ 1,005,719	$ 1,025,833	$ 1,046,350	$ 1,067,277	$ 1,088,623
Contractual Services	$ 4,771,719	$ 4,182,119	$ 4,264,940	$ 4,349,417	$ 4,435,583	$ 4,523,473
Equipment	$ 77,552	$ 162,650	$ 165,903	$ 169,221	$ 172,605	$ 176,058
Debt Service *	$ 485,750	$ 469,599	$ 471,409	$ 470,748	$ 470,060	$ 469,088
Transfers Out #	$ 2,680,280	$ 1,950,000	$ 1,850,000	$ 1,850,000	$ 1,850,000	$ 1,850,000
Total Expenditures	$ 41,169,347	$ 43,789,570	$ 45,740,709	$ 47,909,828	$ 50,228,786	$ 52,709,624
Net Change	**$ 4,042,437**	**$ 1,386,734**	**$ 45,859**	**$ (2,745,086)**	**$ (3,996,333)**	**$ (5,254,168)**
Prior Period Adjustment	$ -	$ -	$ -	$ -	$ -	$ -
Ending Fund Balance	**$ 23,668,305**	**$ 25,055,039**	**$ 25,100,897**	**$ 22,355,811**	**$ 18,359,478**	**$ 13,105,310**
vs. Reserve Policy 25%	57.49%	57.22%	54.88%	46.66%	36.55%	24.86%

* The debt service payment on Library bonds is now budgeted as Debt Service

\# Future Transfers Out consist of annual payments to the Debt Service Fund, and in 2022 there is a one-time transfer of $800,000 to the GEMT Fund. 2023 also includes $200,000 to the Capital Equipment Replacement Fund.

D. GENERAL FUND BALANCE

The projected General Fund operating reserve or starting fund balance as of January 1, 2023, is $23,668,305 or 57.49% of the projected 2022 General Fund expenses of $41,169,347. The FY2023 year-end reserve balance is projected to be $25,055,039 or 57.22% of the budgeted FY2023 General Fund expenses of $43,789,570.

III. CAPITAL FUNDS

In the preparation of the FY2022-2024 City Financial Plan, the City Council and staff also wrestled with a structural problem outside the City's general operating fund: the lack of substantial recurring capital revenues to fund the maintenance of the City's infrastructure. The City of DeKalb is not alone in this challenge. Overall public investment in transportation declined from 2.3 percent of Gross Domestic Product (GDP) in the 1960s to about 1.7 percent in 2018. A 2017 report card from the American Society of Civil Engineers estimated that American cities experienced 240,000 water main breaks a year (DeKalb has an average of 50-60) wasting more than 2 trillion gallons of treated water. Four in ten of the country's 625,000 bridges are more than fifty years old and one in nine is structurally deficient.

A. Street Maintenance

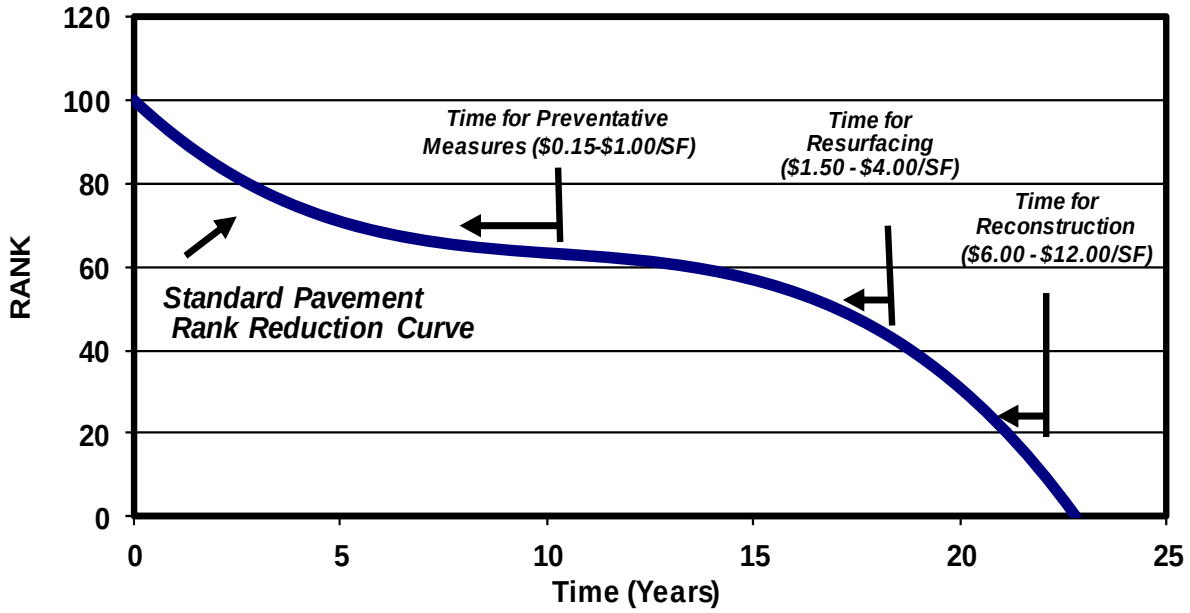
In the City of DeKalb, the report card has slightly improved in terms of streets since the bold and controversial increase in home rule motor fuel taxes on November 25, 2019 (Ordinance 2019-077). In March 2008 the City of DeKalb established a local motor fuel tax on gallons of fuel pumped at motor fuel retailers within the City's corporate limits for the purpose of funding road maintenance. In late 2019, the rate was increased from five and one-half cents ($0.055) per gallon or fraction thereof to nine and one-half cents per gallon ($0.095). At that time, the City Council and Finance Advisory Committee jointly agreed that additional annual dedicated revenue was necessary to address serious deficiencies in the condition of the City's streets and alleys, as well as the declining and critical condition of much of the City's fleet of Police, Fire and Public Works vehicles, in particular. Since 2019, the local fuel tax rate has been split between road expenditures (7 cents), airport expenditures (1.5 cents), and vehicle replacement (1 cent). For these purposes, the local fuel tax is not the only source of revenue, but it is the largest recurring source of general revenue. IDOT grant support has been critical in upgrading streets and intersections in prime development areas since 2019 and will be critical in the reconstruction of the North First Street and Lucinda Avenue bridges in 2022-2023, but such state grants are by no means guaranteed going forward.

The 19-cent increase in the state motor fuel tax revenue that took place in 2020 is restricted by state statute for road and bridge repairs, and such ancillary costs as salt and street lighting. This funding increase has also helped in building the City's annual street maintenance war chest. In 2017-2018, the annual allocation was stuck on about $750,000. According to the research in the City's 2018-2022 Plan, the funding for street maintenance had averaged $860,000 for the previous 25 years. The annual war chest for street maintenance is now about $2.2 million in combined state MFT (Fund 210) and local MFT (Fund 400) monies, but the average annual street maintenance budget needed to maintain a passable pavement condition index (PCI) at a rating above 70 is about $2.6 million over the next five years.

Despite the more aggressive and strategic allocation of street maintenance funding for the upgrade of key City arterials and residential collector streets (e.g., North and South First Street, North and South Seventh Street, West Taylor Street, E. Lincoln Highway from First to Fourth

Streets) in 2019, 2020, 2021, and 2022, the City's many residential road miles continue to steadily deteriorate. Additionally, street-related costs such as sidewalk repairs and alley improvements have a very modest fiscal floor under them.

The City of DeKalb generally adheres to a pavement management system periodically updated by the City to assist in the planning for annual road maintenance allocations. There are divergent opinions within and outside the civil engineering profession about when repairs may be needed, but there is a general consensus around the notion that it is far less expensive to maintain a road in fairly good condition than to restore a road which has deteriorated beyond repair. The City Engineer annually considers a range of preventative measures (e.g., crack-filling) that can extend the life of our local roads. The City Engineer is also charged with weighing and balancing needed repairs against known resources. The following graph depicts thresholds generally considered to be predictive of future repair costs:



The average of about $2.2 million that is now annually allocated for street maintenance will address major residential collectors. These collectors were falling short of the PCI rating of "fair" (70) in 2018 and have deteriorated since. The City of DeKalb will benefit from a new rating survey funded by the county-wide metropolitan planning authority – the DeKalb-Sycamore Area Transportation Study or "DSATS" – in 2023**.** DSATS annually receives and distributes federal transportation funds based on strategic five-year plans and incremental one-year operating plans approved by a collaborative of DeKalb, Sycamore, Cortland, NIU, and IDOT officials that meet monthly either in working committees or plenary session. DeKalb has three representatives (the Mayor, City Manager, and Transit Coordinator). The City Engineer serves on the DSATS technical committees.

The street maintenance scenarios in the following table were presented as options to the City Council in 2018. Scenario No. 5 was selected as the most reachable goal, although requiring aggressive spending which was not then, or now, within the City's fiscal grasp. Scenario No. 8 assumes annual street maintenance spending of about $2.6 million, *not including the additional $500,000 + for annual de-icing materials, street lighting, and traffic signal repairs*. **Scenario No. 8 in the following chart was chosen by the City Council in the spring of 2022.** Accordingly, the City will need to identify an additional $600,000 per year in *road funds* to remain within striking distance of a city-wide PCI rating in the mid-60s over time:

	Scenario Description	Average Annual Street Maintenance Expenditures	Avg. PCI @ 5Yrs	Avg. PCI @ 10Yrs
1	Maintain the current rank of 78*	$7,052,400	78	71
2	Maintain the rank at 70	$7,021,300	76	70
3	Increase rank to 80**	$6,931,500	79	71
4	Maintain current spending amount ($1.2M + engineering)	$1,403,200	70	59
5	Resurface entire system over 20 years ($29.28/SY)	$3,830,300	72	63
6	Double amount in Scenario 5/Year 1, then split the remaining costs over 19 yrs.	$3,940,800	73	64
7	Maintain the rank at 65	$4,622,400	73	65
8	Spend $2.5M per year	$2,587,100	71	61

N.B.: The scenarios in the table above were run with only a 3"/3" resurfacing spec. No reconstruction option was included.

* Not achievable at 10 years without reconstruction. Estimate $13 million including reconstruction.

** Not achievable at five years without reconstruction. Estimate $13.5 million including reconstruction.

For FY2023, the City Council intends to meet the spending parameters associated with Scenario No. 8, above. Fund 210 allocations should collectively meet this $2.6 million target. The City is still hopeful that it's reported share of federal funding under the Infrastructure Investment and Jobs Act of 2022 will be realized. If so, an additional $948,850 may be available for street upgrades.

B. Fleet Maintenance

The absence of adequate, recurring annual funds for fleet replacement is another challenge in FY2023 and beyond. The 2019 dedication of 1 cent per gallon in local motor fuel taxes for fleet maintenance has slightly reduced the average age of the overall City fleet of about 175 units of varying description, but more than one-third of the City's vehicles have reached industry

replacement thresholds. Replacing the vehicles rated in declining or critical condition would currently cost about $4 million.

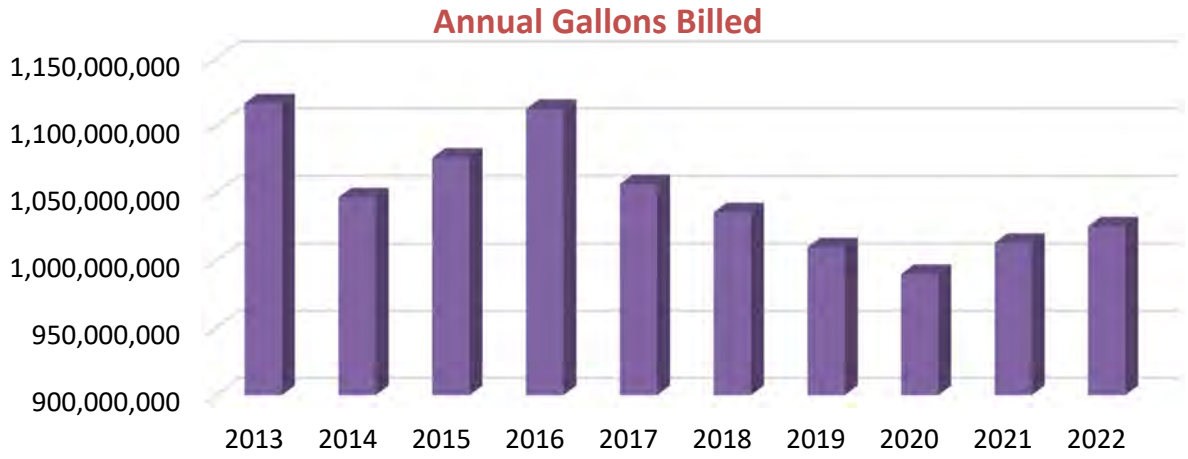
Of the general capital funds, Fund 420 and its balance will be under the most pressure in FY2023. The FY2022-2024 Financial Plan pegged the annual shortfall for fleet replacement at about $215,000 and that sober prediction remains in line with the actual FY2022 budget experience to date. New vehicle and upfitting charges have dramatically risen and a number of older Police squads and Public Works vehicles have been permanently taken out of service. Fund 130 which embodies the Ground Emergency Medical Transportation (GEMT) program has provided relief to Fund 420 with respect to the replacement of Fire vehicles and other Fire Department capital needs. The GEMT fund receives gap funding from the State of Illinois for the difference between what the City might receive in Medicaid funds for ambulance transports and the actual cost of ambulance service. The Fund has recently provided critical funding for the Fire Department's vehicle needs. In FY2022 the City was able to replace one fire engine and in FY2023 the City plans to receive a second replacement engine. Additionally, in FY2023 the GEMT Fund will finance several staff vehicles.

The Police and Public Works departments largely rely upon the one cent per gallon added to the local fuel tax in 2019, which will only raise about $120,000 in FY2023, roughly flat in comparison with the FY2022 projections. Other significant sources of annual revenue in Fund 420 consist of lease payments from telecommunication companies with antennae on City water towers ("Rental Income" of about $179,000) and the expected receipt of about $200,000 from one or several cannabis dispensaries.

IV. WATER FUND

The primary source of funding for the Water Operations Fund (Fund 600) and Water Capital Fund (Fund 620) are water sales, accounting for over 95% of the total revenue to these two funds. The Water Department experienced a projected increase in water sales of 1.5% in 2022 over the prior year. This is the second year in a row that water sales have increased; water sales had decreased an average of 1.5% annually over the previous 10 years. Water use is expected to modestly increase over the next few years because of new developments such as the Ferrara, Meta, Amazon and Project Wildcat facilities as well as additional water demands from newer residential facilities (e.g. Plaza DeKalb, Isaac Suites, Home2 Suites, Agora Towers, and Johann Suites).

The following table depicts the number of gallons billed to DeKalb residents annually over the past ten years *(Note: 2022 water sales are projected based on sales-to-date):*



In 2016, the City Council adopted a long-term policy to provide adequate funding to upgrade the existing water infrastructure including water mains, treatment facilities, and water towers. The Council agreed to dedicate one-third of the funds derived from any water rate increase to general operating demands met by the Water Operating Fund (Fund 600), and two-thirds of the funds derived from any water rate increase to the capital projects financed by the Water Capital Fund (Fund 620). On April 25, 2022, the City Council increased water user fees by 3.5% despite the higher reported inflation rate. This increase put DeKalb's rate at $39.67 per 6,000 gallons, which is substantially below the rate of other comparable cities in northern Illinois, as shown in the table below:

Current Water Rate Comparison	
Municipality	**Total Avg Monthly Water Cost per 6,000 gallons**
Geneva	$54.62
Elburn	$49.49
Maple Park	$48.28
Sycamore	$41.98
DeKalb	$39.67*
St. Charles	$38.41**
Genoa	$34.10
Cortland	$32.50

*DeKalb's monthly water rate with a proposed 3.5% rate increase
**The City of St. Charles does not include "summer user rates" which are 71% higher.

V. CITY-WIDE FUND BALANCES

The FY2023 City Budget comprises 29 funds with projected revenues of $103,893,878 and $104,460,049 in expenditures. Some fund balances will be spent down for special projects, but all funds have positive balances.

FUND #	FUND NAME	FUND BALANCE PROJECTED 12/31/2022	2023 BUDGETED REVENUES	2023 BUDGETED EXPENSES	FUND BALANCE PROJECTED 12/31/2023	% CHANGE	NOTE
100	General	$ 23,668,305	$ 45,176,304	$ 43,789,570	$ 25,055,039	5.86%	
110	American Rescue Plan Act	34,214	450,000	450,000	34,214	0.00%	
130	GEMT	1,433,946	1,607,189	2,127,543	913,592	-36.29%	1
200	Transportation	2,563,586	17,377,795	17,377,795	2,563,586	0.00%	
210	Motor Fuel Tax	4,263,726	2,802,000	5,724,000	1,341,726	-68.53%	2
223	SSA #3 (Heritage Ridge)	2,240	1,000	1,200	2,040	-8.93%	
224	SSA #4 (Knolls)	5,527	5,500	5,500	5,527	0.00%	
226	SSA #6 (Greek Row)	20,001	12,000	10,500	21,501	7.50%	
229	Market Square SSA #29	10,318	50,000	50,000	10,318	0.00%	
230	Hunter Ridgebrook SSA #30	52,554	50,000	102,554	-	-100.00%	3
234	SSA #14 (Heartland Fields)	12,842	2,000	3,000	11,842	-7.79%	
260	TIF District #1	19,471	-	19,471	-	-100.00%	4
262	TIF District #3	1,400,647	545,406	1,023,563	922,490	-34.14%	5
280	CDBG	-	512,500	512,500	-	0.00%	
285	Housing Rehab	70,532	48	0	70,580	0.07%	
290	Foreign Fire Insurance Tax	78,718	81,000	76,491	83,227	5.73%	
300	Debt Service	206,610	1,750,000	1,854,570	102,040	-50.61%	6
400	Capital Projects	251,521	947,000	790,211	408,310	62.34%	7
420	Capital Equipment Replacement	617,296	708,533	963,470	362,359	-41.30%	8
600	Water Operations	26,312,150	5,947,384	6,159,419	26,100,115	-0.81%	
610	Water New Construction	931,202	54,000	-	985,202	5.80%	
620	Water Capital	3,740,022	3,252,087	2,040,290	4,951,819	32.40%	9
650	Airport	30,568,080	1,514,280	1,506,114	30,576,246	0.03%	
680	Refuse & Recycling	295	2,081,321	2,081,104	512	73.56%	10
700	Worker's Comp / Liability Insurance	1,186,658	1,081,718	1,258,158	1,010,218	-14.87%	11
710	Health Insurance	607,530	6,975,732	6,986,233	597,029	-1.73%	
830	Police Pension	51,059,171	5,091,200	4,722,958	51,427,413	0.72%	
850	Fire Pension	39,991,114	5,817,881	4,823,835	40,985,160	2.49%	
	Total – City Funds	**$189,108,276**	**$103,893,878**	**$104,460,049**	**$188,542,105**		
900	DeKalb Library	19,805,004	3,078,210	3,078,211	19,805,003		
	Grand Total	**$208,913,280**	**$106,972,088**	**$107,538,260**	**$208,347,108**		

Fund Balance Changes Greater than 10%:

NOTE 1 A fire engine that had been budgeted in 2022 will not be received until 2023 due to supply chain issues, so the expenditure has been re-budgeted in 2023.

NOTE 2 The annual street maintenance program alternates spending years between MFT and Capital Projects. 2023 will be an MFT year and MFT fund balance will be drawn down accordingly.

NOTE 3 The SSA was created to alleviate problems in the Hunter Ridgebrook rental properties. The properties were sold in 2022, and it is anticipated the fund will have final expenditures in 2023 and then close.

NOTE 4 TIF #1 expired 12/31/2021 and substantially all remaining fund balance were transferred to TIF #3. A small balance remains to offset tax appeals, which are expected to settle in 2023 with the remaining balance transferred to TIF #3, and the fund closed.

NOTE 5 TIF #3 assumed the open projects that remained when TIF #1 expired; these will be completed in 2023 and paid out of the funds that were previously transferred from TIF #1.

NOTE 6 Principal and interest payments are funded exclusively from transfers from the General Fund; the 2023 "transfer in" was set at an amount to strategically reduce built-up fund balance in the Debt Service Fund and level off future transfers.

NOTE 7 Fund balance is being built up to cover future projects such as the bi-annual street maintenance expenditure.

NOTE 8 Previously deferred capital fleet purchases as well as supply chain delays have shifted more expenditures to 2023, thus a planned drawdown of fund balance is expected.

NOTE 9 The lead service line replacement program is being funded by ARPA grant funds, allowing the fund to build up reserves for future projects.

NOTE 10 A minimal amount of surplus is expected. The fund carries a near zero balance as the City outsources the refuse service and charges for services are offset by the costs of the program.

NOTE 11 The fund will draw down fund balance to achieve the $1.0 million fund balance target per the reserve policy.

V. CONCLUSION

The preparation of the annual City Budget involves many authors. The City Manager is especially grateful to Finance Director Carrie Dittman for her detailed data collection, analysis, and projections. Human Resource Director Michelle Anderson was particularly helpful in her guidance on personnel matters and cost projections for essential City benefits. Executive Assistant Ruth Scott was remarkable as always for her responsive and unselfish service. All City department heads and directors are commended for their numerical forecasting and narratives. As in any fiscal year, the overall City staff assistance has been indispensable. It is our shared hope that the 2023 City Budget will be a reliable guide to the City's services in 2023.

Section Two

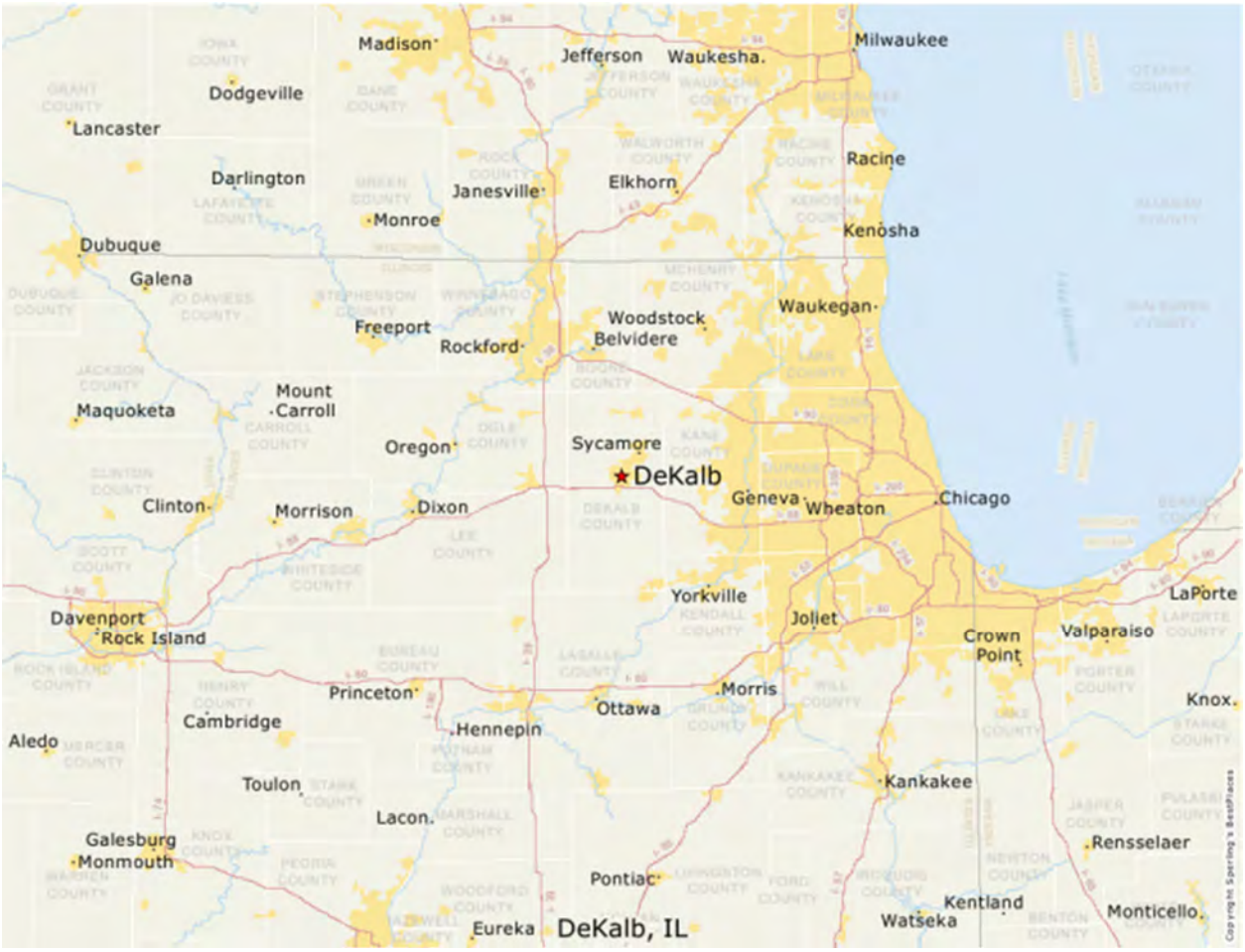
The Community We Serve

The Community We Serve

Overview

The City of DeKalb is an urban community with a vital commercial base situated in a rural setting. It is located approximately 60 miles west of downtown Chicago. The City's current land area is 16 square miles, all of which is located within DeKalb County. Neighboring communities include Sycamore, Malta, and Cortland.

The City of DeKalb was incorporated in 1856 and since that time has continued to expand as new residents move farther west of the Chicago area to find quality affordable housing in a congestion-free community with a premium quality of life. The regional road system serving the City includes Annie Glidden Road, Peace Road, State Routes 23 & 38, and two full interchange connections with I-88. The DeKalb Taylor Municipal Airport accommodates private aircraft from one-seater planes to large corporate aircraft.



DeKalb's downtown is the heart of the community, playing host to numerous annual events and providing unique dining, shopping, entertainment, and residential alternatives. The community offers excellent City services, easy mobility around the town, and access to cultural, sports and educational activities.

DeKalb is home to Northern Illinois University, which hosts 15,649 students as of Fall 2022 and employs about 3,000 faculty and staff. NIU's operations, capital projects and visitor spending generate over $400 million in local economic impact. The marriage of community and university provides DeKalb with a solid foundation as a regional hub with major retailing and employment opportunities.

The DeKalb Community Unit School District No. 428 serves the City of DeKalb with seven elementary schools, two middle schools, and one high school. Kishwaukee Community College, the DeKalb Public Library (a discretely presented component unit), and the DeKalb Park District all serve the DeKalb community and provide expanding opportunities for its residents.

Council-Manager Form of Government

The City of DeKalb's municipal government operates under the Council-Manager form of government that combines the strong political leadership of elected officials in the form of a council or board, with the strong managerial experience of an appointed local government manager. The Council-Manager form establishes a representative system where all policy is concentrated in the elected City Council and the Council hires a professionally trained manager to oversee the delivery of public services. Under the Council-Manager form of government, those duties not specifically reserved by the elected body pass to the City Manager and his or her professional staff.

Home Rule Authority

The City of DeKalb is a home rule unit by virtue of the provisions of the Constitution of the State of Illinois of 1970. Home rule status allows a community to take actions not specifically prohibited by the state statutes. Conversely, a non-home rule community can only undertake those actions specifically allowed for in the state statutes. Home Rule enables a municipality or county to establish its own system of self-governance without receiving a charter from the state and shifts much of the responsibility for local government from the state legislature to the local community. The most significant powers granted to a home rule community that pertain to finance are the ability to issue bonds without referendum, an exemption from property tax caps under the Property Tax Extension Law Limit (PTELL), and the ability to establish taxes and fees with local public approval and without state legislative action.

Population

DeKalb was incorporated in 1856 and designated a City in 1877. At the first decennial census after that designation, the population of DeKalb was 1,598 (1880). Since the beginning of the twentieth century, our population has generally increased at each decennial census except in 1920 and 2020, as shown in the table below:

Census Year	Population	Change	% Change
1900	5,904	NA	NA
1910	8,102	2,198	37.23%
1920	7,871	(231)	-2.85%
1930	8,536	665	8.45%
1940	9,146	610	7.15%
1950	11,567	2,421	26.47%

1960	18,408	6,841	59.14%
1970	32,949	14,541	78.99%
1980	33,157	208	0.63%
1990	35,076	1,919	5.79%
2000	39,018	3,942	11.24%
2010	44,095	5,077	13.01%
2020	40,290	(3,805)	-8.63%

Demographics & Housing

In addition to raw population counts, the U.S. Census Bureau typically publishes demographic and housing data as part of its **"American Community Survey (ACS)".** The ACS based on the 2020 decennial census has not yet been published but is expected by late-2022. Based on ACS data published in 2018-2019 and shared by the DeKalb County Housing Authority, the following demographical information has been derived:

	DeKalb	**DeKalb County**
Population	40,290	100,420
Growth	-8.63%	-4.51%
Population by Age		
Less than 10 Years	9.7%	12.1%
10-19 Years	15.3%	15.0%
20-34 Years	39.7%	28.6%
35-54 Years	17.5%	22.7%
55-64 Years	8.7%	10.4%
65 Years and Older	9.1%	11.2%
	100%	100.0%
Median Age	25	31
Educational Attainment		
High School Diploma or Higher	92.4%	92.4%
Bachelor's Degree or Higher	38.9%	31.4%
Household Incomes		
Median Household Income	$45,020	$61,086
Housing		
Owner-Occupied Units	6,200	21,746
Renter Occupied Units	9,299	16,406
Median Value, Owner-Occupied	$157,900	$173,100
Median Gross Rent	$903	$924

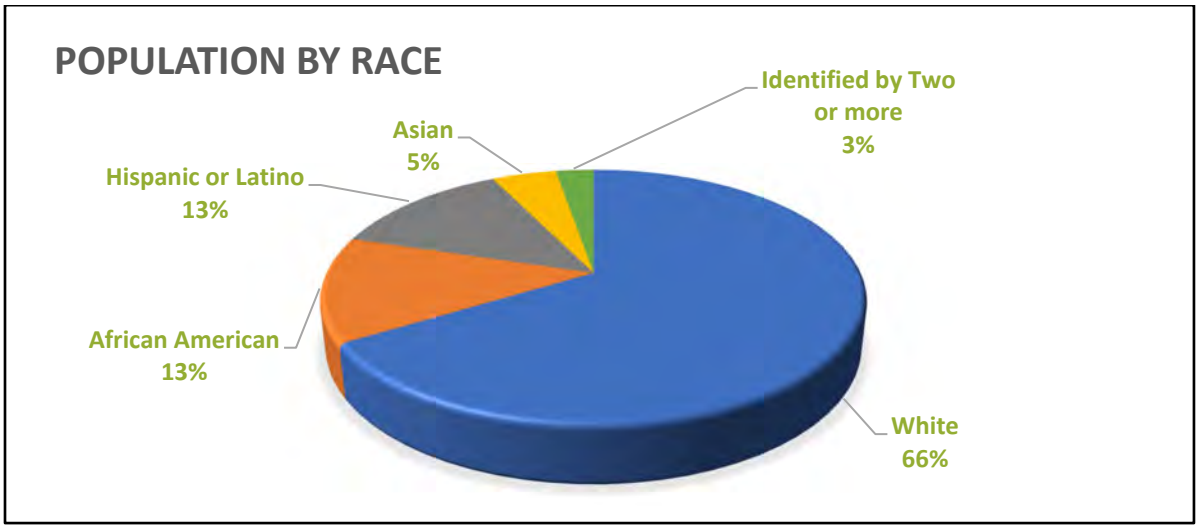
Household Income by Age		
Under 25 years	$19,864	$24,963
25-44 Years	$44,083	$65,834
45-64 Years	$83,468	$86,188
65 Years and over	$46,625	$51,360
Rent Expense as Percentage of Income		
Less than 15%	11.7%	12.9%
15% to 25%	20.4%	24.3%
25% to 35%	20.0%	20.9%
35% or more	47.9%	41.9%
	100.0%	100.0%
Context for Affordability		
Median Household Income	$44,222	$61,086
80% MHI*	$35,378	$48,869
30% of 80%--Rent/Month**	$884	$1,722
30% of 80% Home Purchase**	$106,133	$146,606
Rate of Persons in Poverty	28.5%	

(Figures based on 2019 ACS Survey. Note that this is the most recent data available)

*Affordability in this context assumes a household earning 80% of the median household income can still rent or own without being cost-burdened in terms of non-housing demands on income (e.g., education, health, etc.).
**What a household earning 80% of the median household income can afford using 30% of their income for housing costs.

Race & Ethnicity

DeKalb is a diverse, welcoming community. While 66% of the population identifies as White, 13% identify as Black or African American, 13% identify as Hispanic or Latino, and 5% identify as Asian.



Economic Factors

1. Assessed Valuations

Although the City's property tax base is primarily residential, significant expansion in the community's commercial and industrial property values is an integral component in the diversification of the City's tax base. In the 2021 tax year (taxes payable in 2022), the overall DeKalb EAV increased $83,838,611 (13.7%) from $610,333,062 to $694,171,673. The community's Industrial EAV in 2021 was $88,539,610 (+34.8%) owing to the new Ferrara distribution and packing center, and to a lesser extent to the small, partial assessment of the first phase of the Meta (Facebook) data center now under construction.

In the 2022 tax year (taxes payable in 2023), the overall DeKalb EAV is expected to increase to $768,500,000 (+$74,328,327 or +10.7%) owing in large part to the first full assessment of one of the Meta data halls and lesser facilities on the large Meta development site, and a 6.62% township multiplier. The following tables track the trends in industrial, commercial, and residential valuations in recent years:

Industrial Valuation*				
2017	**2018**	**2019**	**2020**	**2021**
$55,827,547	$57,198,687	$62,998,697	$65,682,775	$88,539,610**
City-Wide EAV				
$529,629,464	$547,947,687	$585,726,839	$610,333,062	$694,171,673
% of City-Wide EAV				
10.54%	10.44%	10.76%	10.76%	12.75%

Commercial Valuation*				
2017	**2018**	**2019**	**2020**	**2021**
$164,843,724	$170,625,427	$182,469,081	$189,583,406	$216,719,009***
City-Wide EAV				
$529,629,464	$547,947,687	$585,726,839	$610,333,062	$694,171,673
% of City-Wide EAV				
31.12%	31.14%	31.15%	31.06%	31.22%

Residential Valuation*				
2017	**2018**	**2019**	**2020**	**2021**
$305,785,673	$316,779,699	$336,652,943	$351,406,926	$388,913,054
City-Wide EAV				
$529,629,464	$547,947,687	$585,726,839	$610,333,062	$694,171,673
% of City-Wide EAV				
57.74%	57.81%	57.48%	57.58%	56.03%

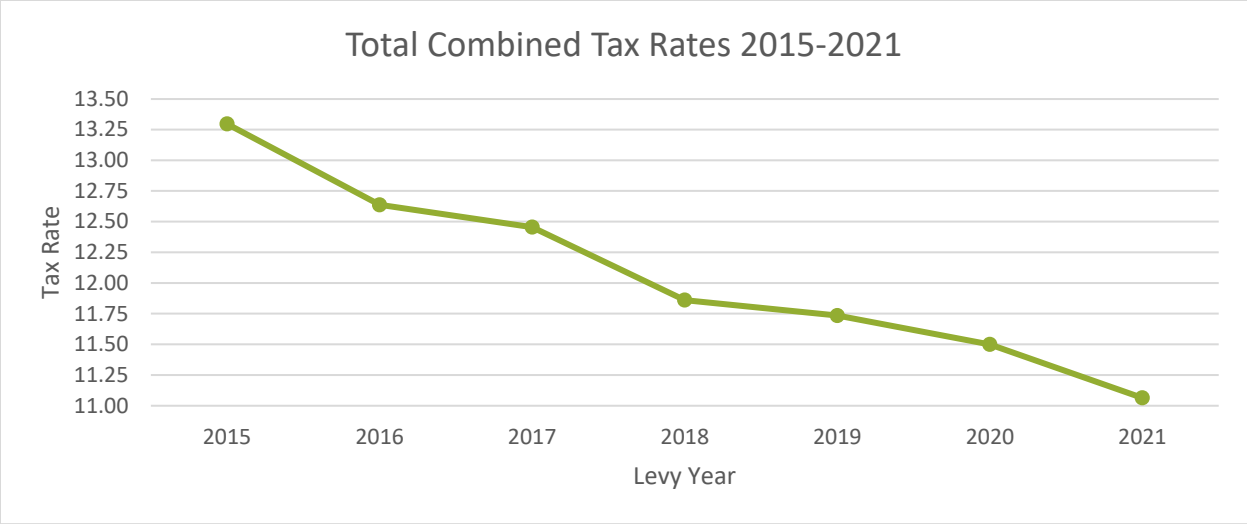
* Represents "equalized" assessed evaluation or 1/3 of the full assessed value. The minor valuations for farmland and railroad property within the City limits are included in the City-wide EAV numbers.

**Includes $2,674,708 in "State Railroad" valuation.

*** Includes $1,223,239 in "Farm" valuation.

2. DeKalb Taxing Bodies: Comparative Tax Rates

The City strives to be as competitive as possible with surrounding communities and decreasing the City's tax rate and encouraging other taxing bodies to follow suit is one of the City's primary strategic goals to assist in enticing potential development in the City. As detailed in the chart and 3-year table that follow, the combined overlapping tax rate has decreased since 2015:



Taxing Body	2019 Rate	2020 Rate	2021 Rate	2021/2020	% of Agg
				% Difference	Rate
County (blended)	1.07520	1.06293	1.03149	-2.96%	9.32%
Forest Preserve (blended)	0.07481	0.07396	0.07355	-0.55%	0.66%
DeKalb Township	0.16318	0.16002	0.14864	-7.11%	1.34%
DeKalb Road & Bridge	0.18671	0.18485	0.17298	-6.42%	1.56%
City of DeKalb	0.08451	0.00000	0.00000	0.00%	0.00%
City of DeKalb Pension Funds	1.07042	1.06868	0.98612	-7.73%	8.91%
DeKalb Library	0.38683	0.38772	0.38546	-0.58%	3.48%
DeKalb Park District	0.63957	0.61941	0.62870	1.50%	5.68%
DeKalb Park Pension Funds	0.08088	0.09034	0.06761	-25.16%	0.61%
School District 428 (blended)	7.18383	7.06491	6.80841	-3.63%	61.54%
Kishwaukee College	0.64101	0.64147	0.63000	-1.79%	5.69%
Kishwaukee College Soc. Sec.	0.01176	0.01131	0.01100	-2.74%	0.10%
KWRD	0.11811	0.11596	0.10442	-9.95%	0.94%
KWRD Pension Funds	0.01785	0.01771	0.01556	-12.14%	0.14%
Total	11.73467	11.49927	11.06394	-3.79%	100.00%

In FY2023 and beyond, the City Council has identified property tax relief as a singular strategic focus for public policy change. The projected continuous rise in City-wide EAV in the 2022-2024 period provides the opportunity to peg targets for further, downward property tax rate adjustments while sustaining a constant level of services to meet the needs of the persons served by other local taxing bodies.

Assuming the aggregate tax rates of DeKalb's regional competitors for business prospects may slide upward in the period 2021-2025, local rate targets consistent with the present proportional "shares" of the aggregate tax rate might be considered. City Elected Officials and City staff annually meet with representatives of the other local governmental boards to discuss the

collective actions all can take to further reduce the tax rates. The following table suggests an aggressive timeline for achieving an approximate 9.6% target in the aggregate local property tax rate in FY 2025 (levy year 2024):

Five Percent Aggregate Rate Decline: 2022-2024					
Taxing Body	2021 Rate		2022	2023	2024
	Actual		-5%	-5%	-3.5%
County (blended)	1.03149		0.97992	0.93092	0.89834
Forest Preserve (blended)	0.07355		0.06987	0.06638	0.06406
DeKalb Township	0.14864		0.14121	0.13415	0.12945
DeKalb Road & Bridge	0.17298		0.16433	0.15611	0.15065
City of DeKalb	0.00000		0.00000	0.00000	0.00000
DeKalb Pension Funds	0.98612		0.93681	0.88997	0.85882
DeKalb Library	0.38546		0.36619	0.34788	0.33570
DeKalb Park District	0.62870		0.59727	0.56740	0.54754
DeKalb Park Pension Funds	0.06761		0.06423	0.06102	0.05888
School District 428 (blended)	6.80841		6.46799	6.14459	5.92953
Kishwaukee College	0.63000		0.59850	0.56858	0.54868
Kishwaukee College Soc. Sec.	0.01100		0.01045	0.00993	0.00958
KWRD	0.10442		0.09920	0.09424	0.09094
KWRD Pension Funds	0.01556		0.01478	0.01404	0.01355
	11.06394		10.51075	9.98521	9.63572

3. Employment

The City's principal employers have been stable, and due to new development, are projected to increase over the next several years as construction on Amazon recently concluded and Facebook progresses. The top employers are shown below:

	2021		2010	
Employer	**Rank**	**Employees**	**Rank**	**Employees**
NIU	1	3,344	1	3,932
Target Distribution Center	2	1,250	6	500
Northwestern Hospital (Kish)	3	1,200	2	1,297
DeKalb School District	4	1,162	3	785
3M	5	950	4	609
Ferrara Candy	6	500	N/A	N/A
Walmart	7	360	5	525
American Marketing & Publishing	8	350	8	295
Nestle Distribution	9	265	9	250
Sonoco	10	250	N/A	N/A

Strategic Goals and Long-Range Planning

Following an extensive community engagement effort from May – July 2015 undertaken by the City, in concert with Northern Illinois University's Center for Governmental Studies, opinions and ideas about the future of DeKalb were received from City residents, business and students and were then translated over the next several months by City staff into a strategic planning framework. In February 2016, the City Council adopted the "DeKalb 2025 Strategic Plan," a plan which envisioned DeKalb in 2025 and set direction for City policy, budgeting, and program development for a 10-year period. **A mission statement** was created to:

Deliver high quality municipal services to those who live, work, learn in, or visit our community.

Core values identified in the plan, which remain in place today, included:

- **Integrity:** The state of being honest, fair, and ethical in every situation, even if it's unpopular.
- **Professionalism**: Serving with the highest level of respect, skill, and judgment in each situation.
- **Excellence**: The expectation of engaging in outstanding levels of performance.
- **Service**: Providing City services at the highest level for the advancement of the community.
- **Collaboration**: Working together to benefit from the resources, knowledge, wisdom and understanding of others.
- **Accountability**: Taking responsibility for our decisions and actions while doing everything possible to achieve the desired results.

Since the plan's inception, the Community has changed dramatically. An ever-changing fiscal climate, including the COVID-19 pandemic, has forced the City to change course in certain areas. This resulted in the delay or deferral of many of the projects identified in the plan. In 2018, and again in August 2019, the City Council participated in a goal-setting retreat aimed at sharpening their focus in the near-term given the City's fiscal challenges. The 2019 session included the Finance Advisory Committee and the following community priorities were identified:

- Infrastructure (Streets & Fleet)
- Downtown Redevelopment
- Industrial Park Development
- Residential Development
- Collaboration/Integration with NIU
- Comprehensive Planning
- Taxes & Revenues
- Establishing Core Service Levels
- Promoting Scholastic Achievement
- Embracing Changing Demographics

The sessions culminated in the creation of a shorter duration 2018-2022 Financial Plan. The significant commitment to future investment of over $1.0 billion by two Fortune 500 firms in the City also triggered the need for a further financial update. In the Spring of 2022, the City's executive team and City Council engaged the community in a benchmarking exercise with comparable communities to place DeKalb's characteristics in a broader geographical and demographic context. The objective was to update the expiring 2018-2022 plan.

The financial planning process embraced the essential ingredients for municipal financial analysis identified by the Government Finance Officers Association (GFOA):

- an assessment of the City's economic position;
- benchmarking of key data in relation to the experience of comparable communities;
- revenue and expenditure analysis;
- capital planning; and
- alternative policy considerations.

The resulting Financial Plan upgrade for the period 2022-2024 embraced these sinews of financial analysis and forecasting.

The empirical model employed a sliding scale of weighted variables to measure comparability. The following variables were assigned varying weights of 15, 10 or 5 points to determine a community's relative likeness to DeKalb in terms of primarily economic factors:

Criterion	Source	Variable Weighting Values
Municipal Fire Department	Illinois Fire Marshall website	Yes/No
College or University	Community webpages	5 pts.
Home Rule Status, Rate & Revenue	Municipality budgets	10 pts.
Population	Illinois State Comptroller Local Government Warehouse	10 pts.
Distance from DeKalb	http://www.distance-cities.co/	5 pts.
Number of Full-time Employees	Illinois State Comptroller Local Government Warehouse	10 pts.
General Fund Total Expenditures	Illinois State Comptroller Local Government Warehouse	15 pts.
City EAV, Levy, & Rate	Municipality budgets & levy ordinance backgrounds	10 pts.
General Fund Total Revenues	Illinois State Comptroller Local Government Warehouse	15 pts.
Annual State (1%) Sales Tax Revenues	Illinois State Comptroller Local Government Warehouse	10 pts.
Median Family Household Income	U.S. Census (2020)	10 pts.

Based on data culled by City staff, the empirical model yielded the following short list of Illinois cities, in comparability order:

Municipality	Total Score	Municipal Fire Department
DeKalb	100	Yes
Carpentersville	77	Yes
Urbana	74	Yes
Hanover Park	73	Yes
Crystal Lake	70	Yes
St. Charles	70	Yes
Batavia	67	Yes
Hoffman Estates	59	Yes
Sycamore	55	Yes
Geneva	51	Yes
Bloomington	47	Yes

Communities without municipal Fire departments were excluded because of the substantial financial requirements associated with a full-time, paid department offering both fire protection and emergency medical services on a 24/7 basis. Although not strictly comparable, Sycamore was added because it is contiguous and a familiar multi-service government which draws comparisons in popular parlance. Finally, the analysis includes two other university communities: Bloomington and Urbana.

BENCHMARKING DATA

The benchmarking data developed in the planning process are detailed in the tables that follow.

1. College or University

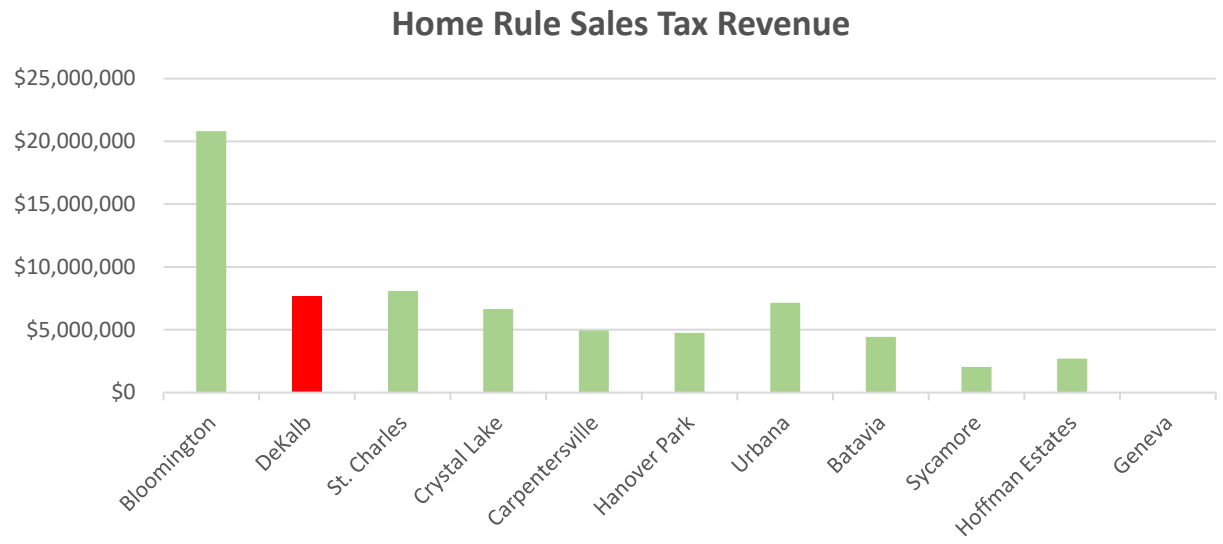
Municipality	College or University
DeKalb	Yes
Batavia	No
Bloomington	Yes
Carpentersville	No
Crystal Lake	No
Geneva	No
Hanover Park	No
Hoffman Estates	No
St. Charles	No
Sycamore	No
Urbana	Yes

2. Home Rule Status

Under the Illinois Constitution of 1970, municipalities with a population greater than 25,000 obtained automatic home rule status. Municipalities may also adopt home rule status through referendum. Home rule units can regulate and impose local taxes through broader taxation powers. Home rule units can constitutionally tax anything that is not income, occupations, or earnings. Examples of taxes that may be imposed through home rule authority include the Municipal Retailers and Service Occupation Tax or MROT (in .25% increments); Hotel/Motel Tax (capped at 5%); Local Gasoline Tax (no limit); Food & Beverage Tax (over and above the sales tax); and Use Tax (on all tangible property registered with the State such as new or used cars and boats). The table below shows only the MROT tax rates for DeKalb's comparable cities:

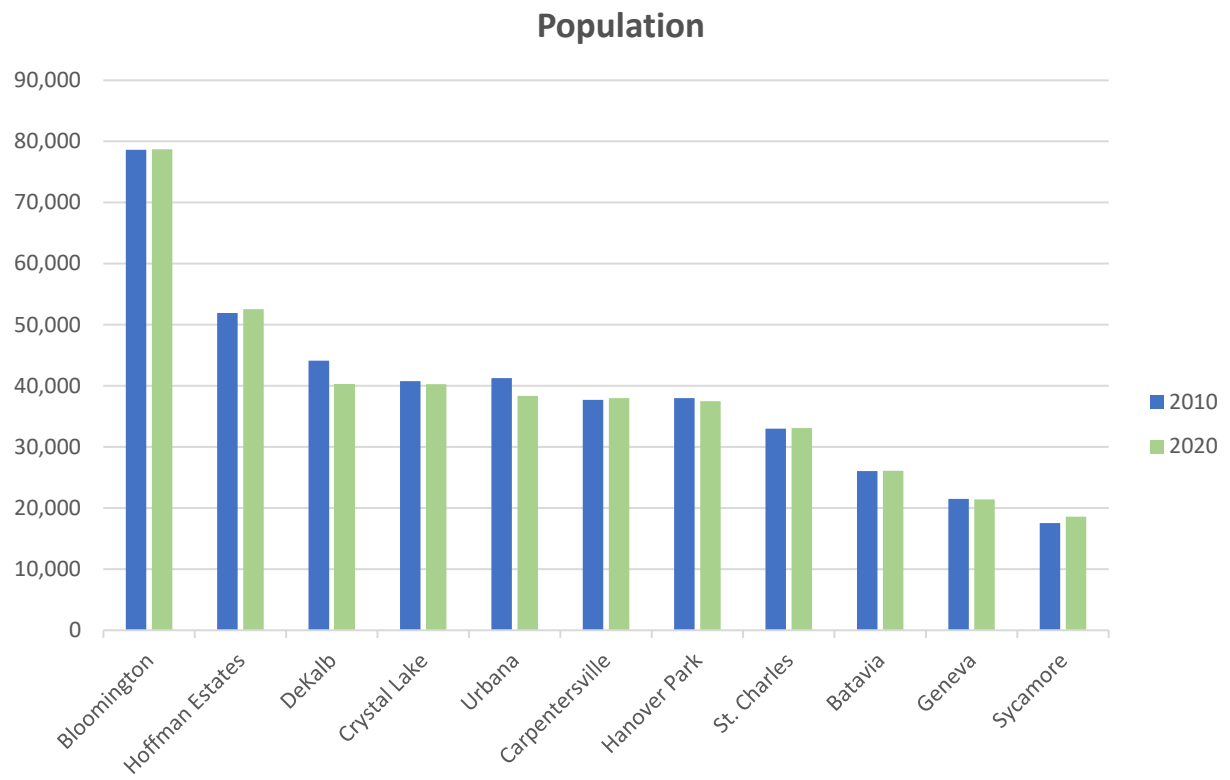
Municipality	Home Rule Status	Home Rule Tax Rate	HR Tax*
Bloomington	Yes	2.50%	$20,808,310
Carpentersville	Yes	2.00%	$4,935,125
DeKalb	Yes	1.75%	$7,675,584
Sycamore	Yes	1.75%	$2,031,517
Urbana	Yes	1.50%	$7,143,900
St. Charles	Yes	1.00%	$8,073,138
Hanover Park	Yes	1.00%	$4,753,609
Batavia	Yes	1.00%	$4,429,787
Hoffman Estates	Yes	1.00%	$2,703,178
Crystal Lake	Yes	0.75%	$6,652,098
Geneva	No	N/A	N/A

**HR sales tax is as of most recently completed fiscal year, 12/31/2021 or 4/30/2022. DeKalb HR sales tax is as of 12/31/2021.*



3. Population

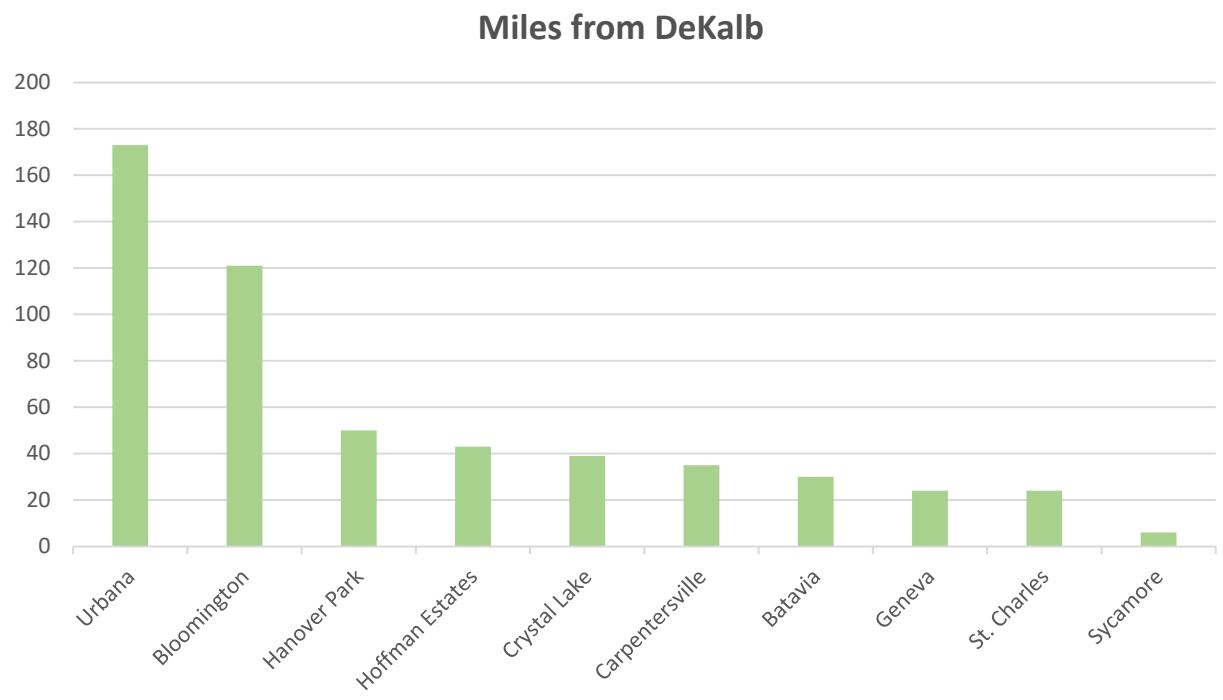
In economic terms, population is an important factor for municipal revenue forecasting. For example, for those state-shared revenues allocated on a per capita basis such as state income tax proceeds, state motor fuel tax, and the local use tax (which applies to any tangible property purchased at retail including internet sales), population is very important. DeKalb's decline in population according to the 2020 federal Census from 44,095 to 40,290 (3,805 persons) could result in a loss of an estimated $1.9 million (@$500 per person) in overall per capita revenues.



Municipality	2010	2020	% Change
Sycamore	17,519	18,577	6.04%
Hoffman Estates	51,895	52,530	1.22%
Carpentersville	37,691	37,983	0.77%
St. Charles	32,974	33,081	0.32%
Batavia	26,045	26,098	0.20%
Bloomington	78,610	78,680	0.09%
Geneva	21,495	21,393	-0.47%
Crystal Lake	40,743	40,269	-1.16%
Hanover Park	37,973	37,470	-1.32%
Urbana	41,250	38,336	-7.06%
DeKalb	44,095	40,290	-8.63%

4. Distance from DeKalb

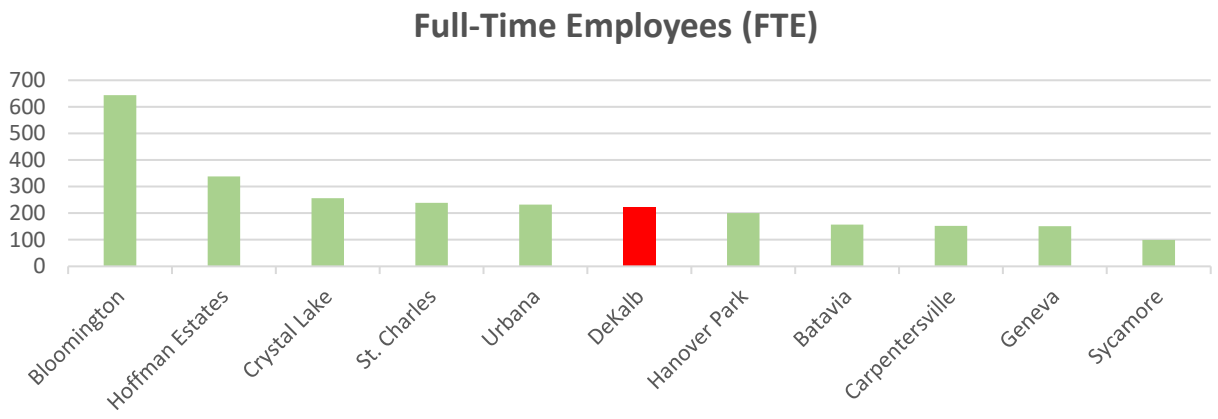
This factor may be the least useful in terms of predictive metrics, but it is a common reference point in public parlance. A more meaningful economic reference point in terms of future growth may be the distance of competitive communities from the Chicago metropolitan core. However, there are also regional economic dynamics that carry unique opportunities and threats to future development.

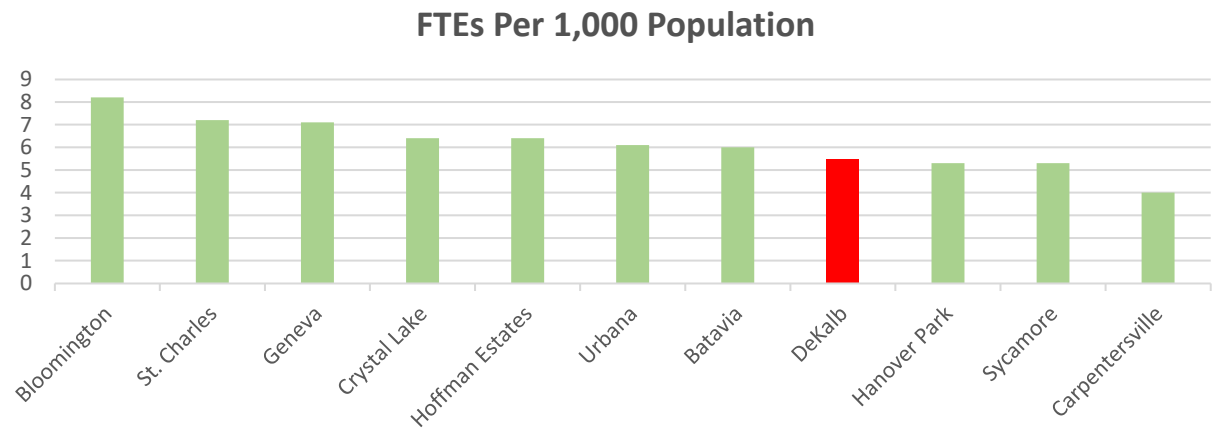


Municipality	Miles
Urbana	173
Bloomington	121
Hanover Park	50
Hoffman Estates	43
Crystal Lake	39
Carpentersville	35
Batavia	30
St. Charles	24
Geneva	24
Sycamore	6
DeKalb	0

5. Full-Time Employees

Staffing is a key consideration in the "right-sizing" of local government. The relationship of staffing to local service demands and the ability of a community to meet those demands in terms of government revenue is not the focus of this study but is an important consideration in strategic planning.

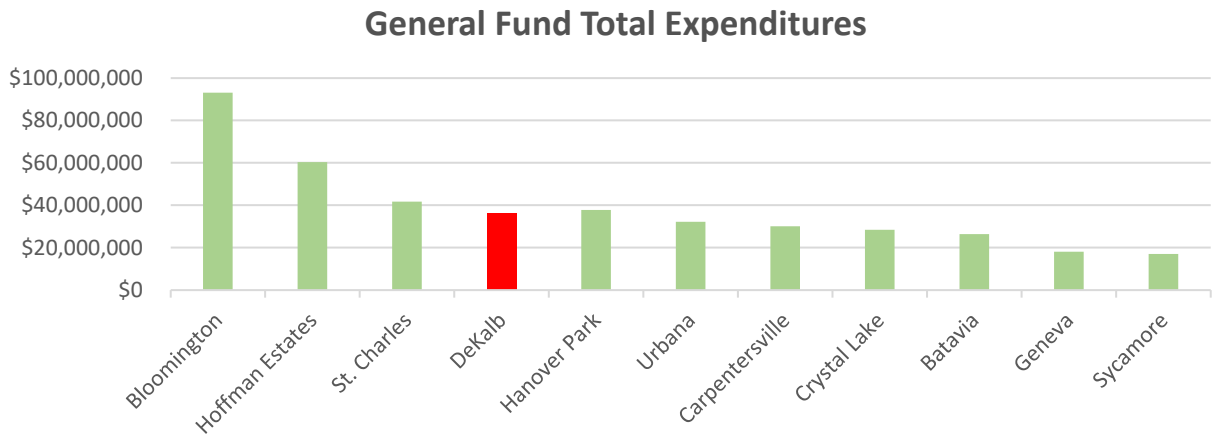


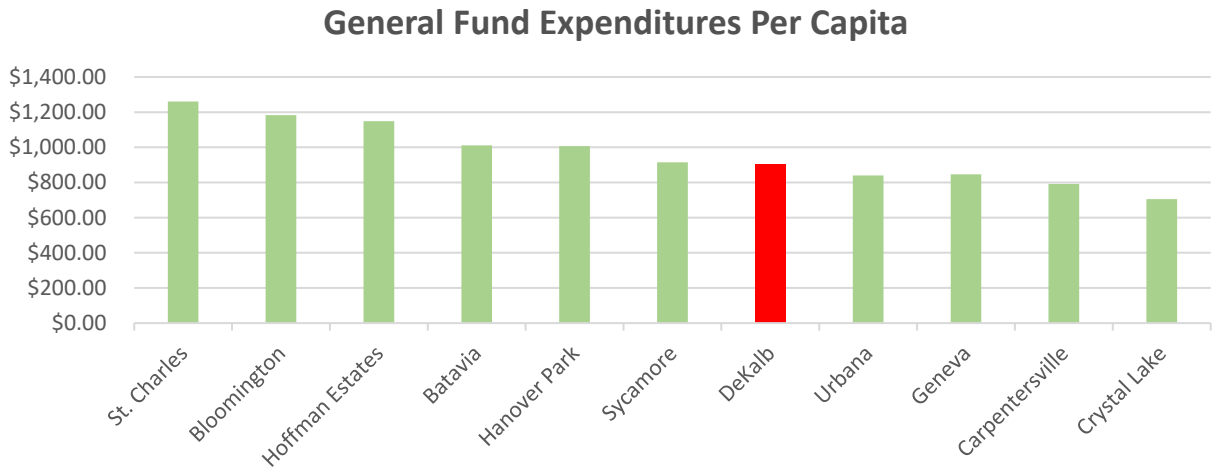


Municipality	FTE	FTEs Per 1,000 Population
Bloomington	644	8.2
Hoffman Estates	338	6.4
Crystal Lake	256	6.4
St. Charles	239	7.2
Urbana	232	6.1
DeKalb	229.5*	5.7
Hanover Park	200	5.3
Batavia	157	6
Carpentersville	152	4
Geneva	151	7.1
Sycamore	99	5.3

**FY2023 approved staffing level.*

6. General Fund Total Expenditures

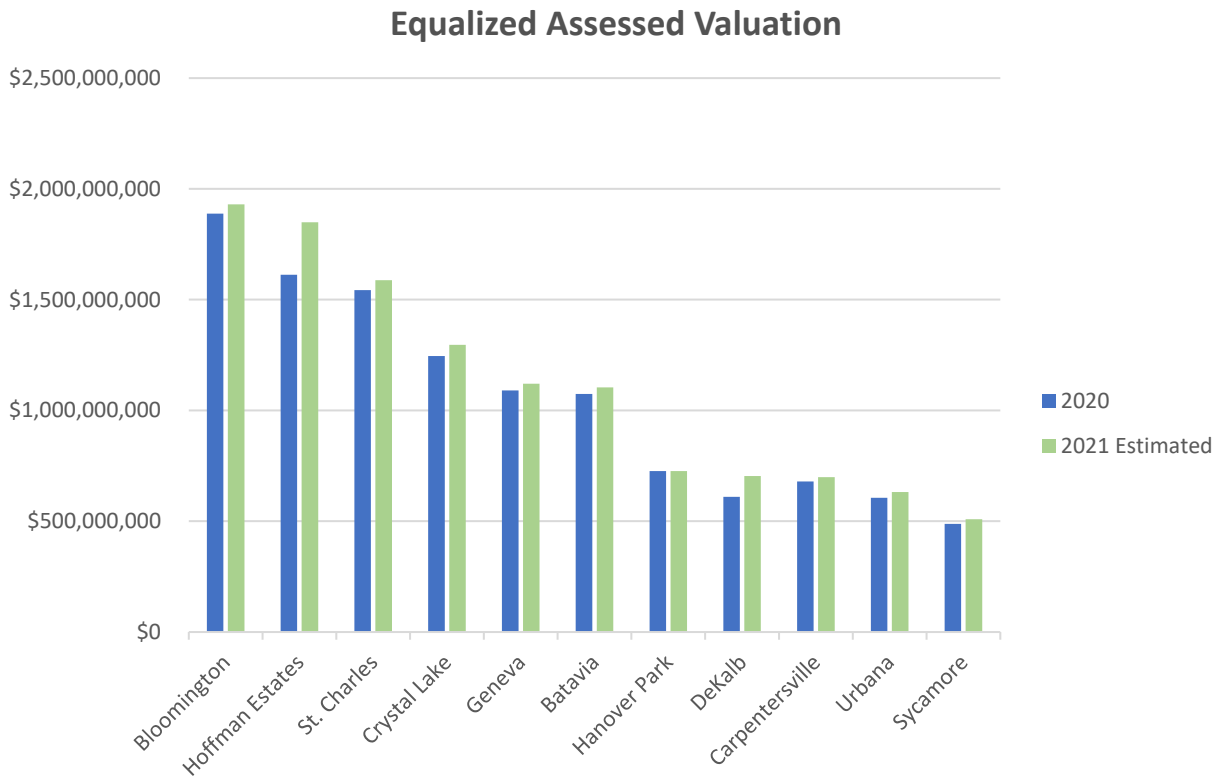


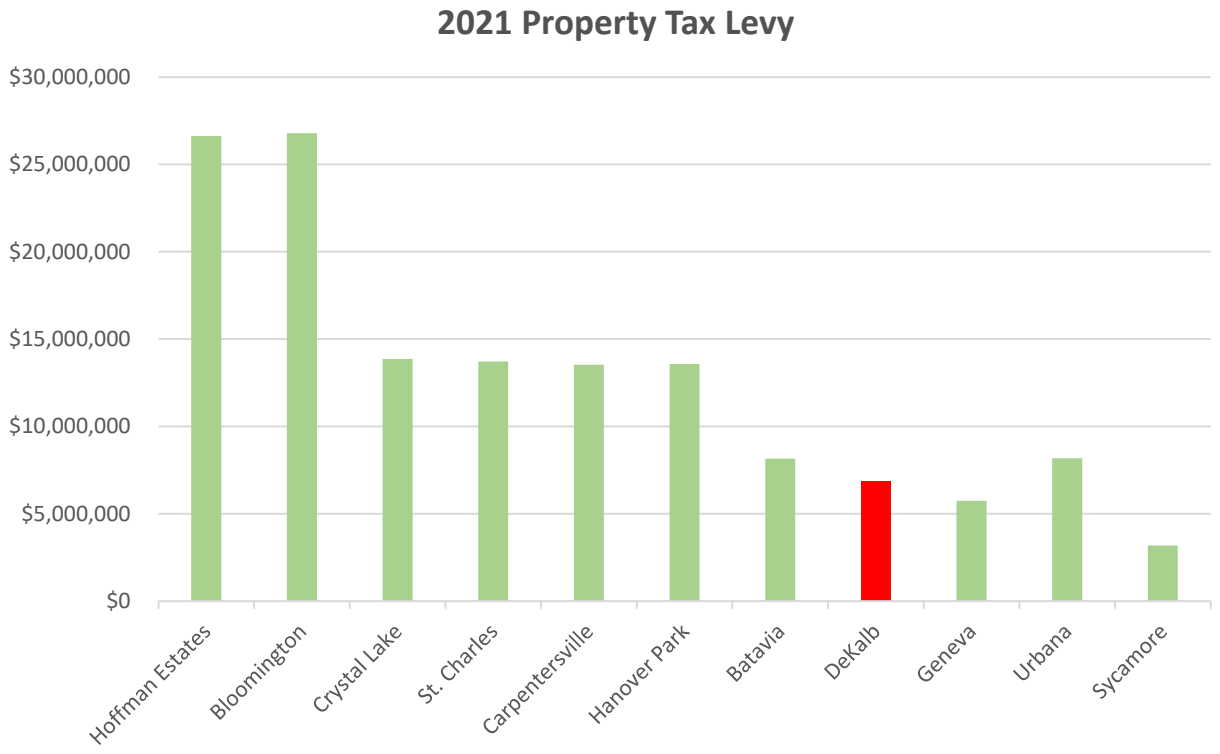


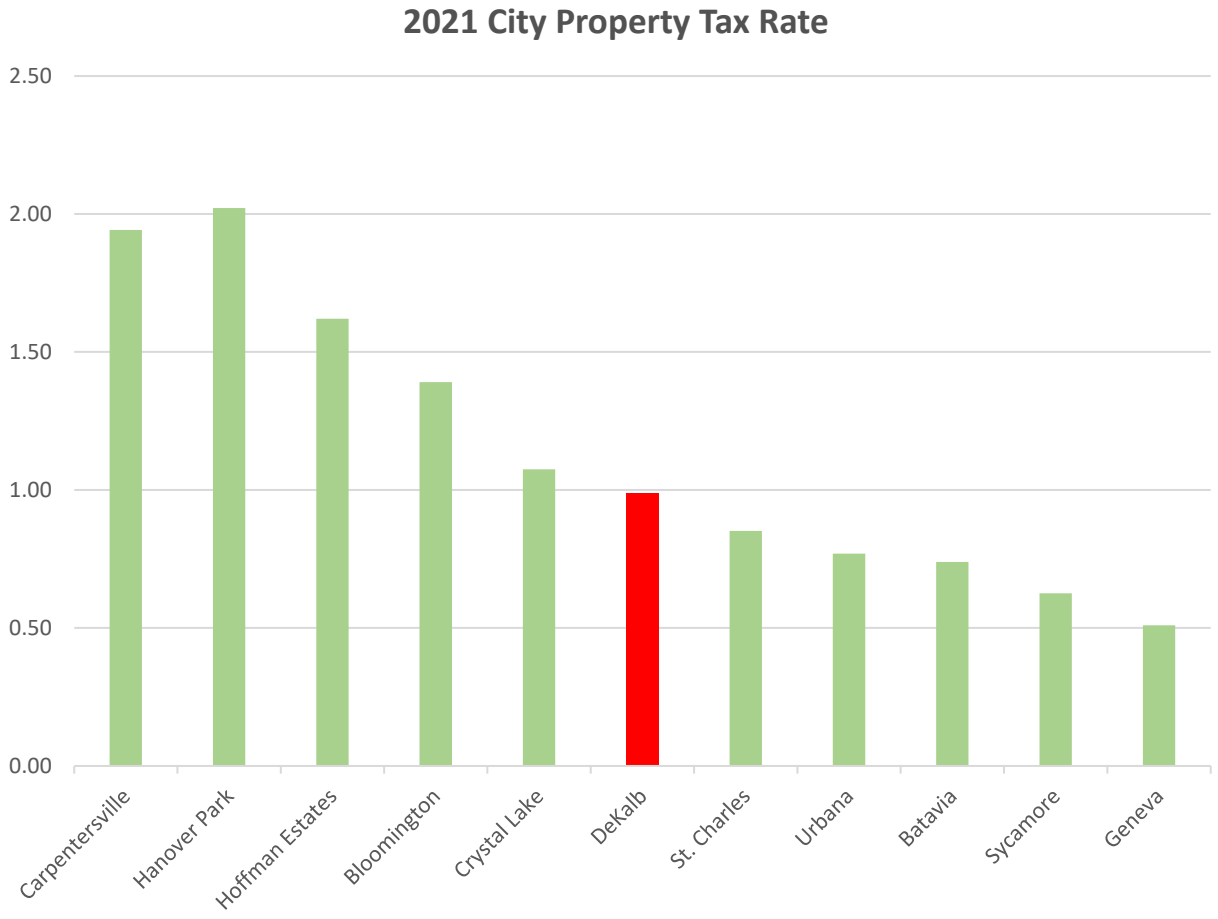
Municipality	GF Expenditures*	GF Expenditures Per Capita
Bloomington	$93,078,229	$1,183
Hoffman Estates	$60,364,506	$1,149
St. Charles	$41,704,799	$1,261
Hanover Park	$37,743,667	$1,007
DeKalb	$36,387,475	$903
Urbana	$32,201,934	$840
Carpentersville	$30,080,818	$792
Crystal Lake	$28,392,271	$705
Batavia	$26,380,397	$1,011
Geneva	$18,098,027	$846
Sycamore	$17,000,927	$915

**Expenditures are as of most recently completed fiscal year, 12/31/2021 or 4/30/2022. DeKalb expenditures are as of 12/31/2021.*

7. City Property Tax EAV, Levy & Rate





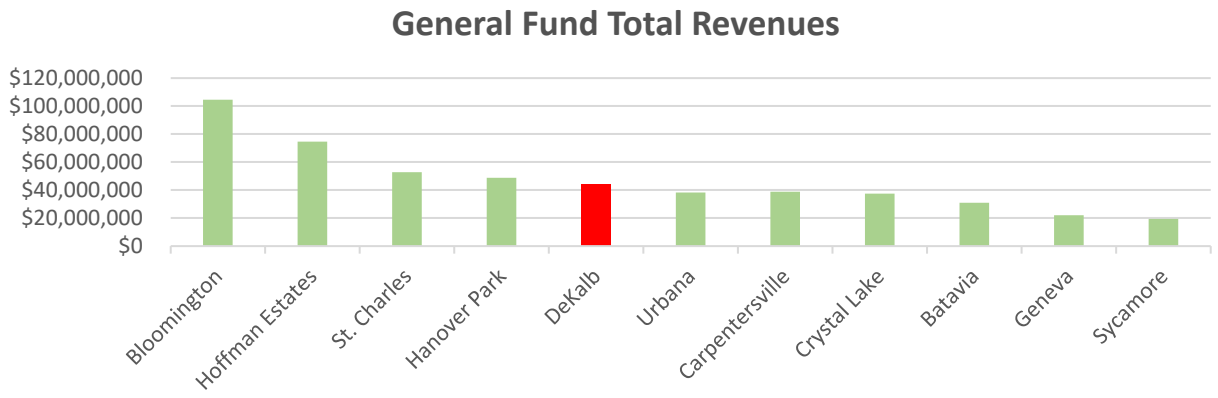


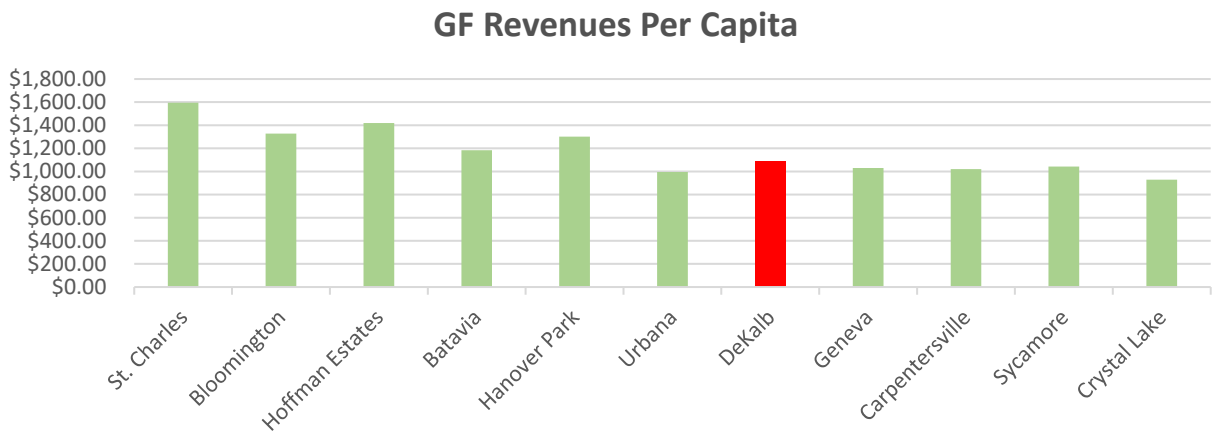
Municipality	2020 EAV	2021 EAV*	2021 Levy	2021 Rate
Hanover Park	$726,416,062	$726,585,016	$13,572,927	2.02100*
Carpentersville	$679,258,993	$697,029,246	$13,533,659	1.94162
Hoffman Estates	$1,889,566,717	$1,889,566,717	$26,625,921	1.62031
Bloomington	$1,893,000,104	$1,926,556,423	$26,788,169	1.39046
Crystal Lake	$1,245,417,176	$1,290,649,653	$13,865,871	1.07434
DeKalb	$610,333,062	$694,171,673	$6,845,317	0.98612
St. Charles	$1,542,645,417	$1,587,363,702	$13,721,364	0.85156
Urbana	$605,965,820	$631,737,010	$8,171,833	0.76920
Batavia	$1,074,000,000	$1,104,000,000	$8,159,450	0.73895
Sycamore	$487,885,213	$508,768,557	$3,186,152	0.62542
Geneva	$1,090,050,433	$1,120,706,153	$5,740,825	0.50932

*Estimated, if not available

It is important to note that the table above refers only to the comparative <u>city</u> tax levies and rates, not the aggregate or combined rate of all local taxing bodies.

8. General Fund Total Revenues



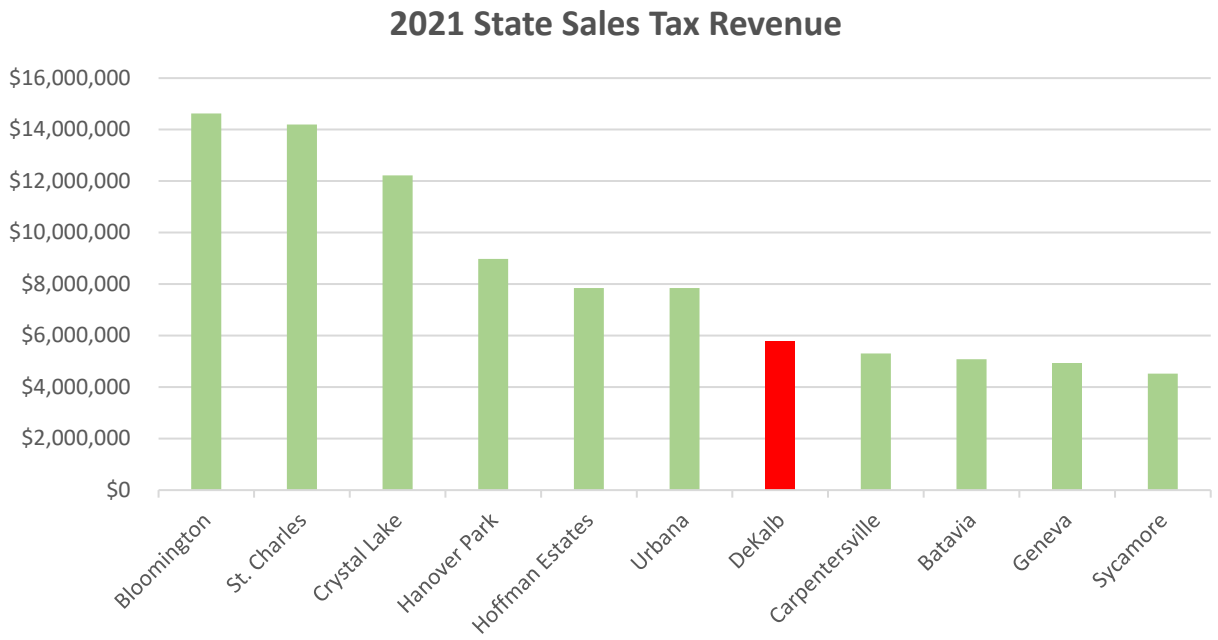


The tables above portray General Fund operating revenues, and not the combined revenues of all capital, enterprise, and special funds.

Municipality	GF Revenues	GF Revenues Per Capita
Bloomington	$104,518,755	$1,328
Hoffman Estates	$74,514,638	$1,419
St. Charles	$52,754,823	$1,595
Hanover Park	$48,755,026	$1,301
DeKalb	$43,702,787	$1,085
Carpentersville	$38,738,295	$1,020
Urbana	$38,179,476	$996
Crystal Lake	$37,413,905	$929
Batavia	$30,909,121	$1,184
Geneva	$22,038,889	$1,030
Sycamore	$19,349,152	$1,042

**Revenues are as of most recent fiscal year available, 12/31/2021 or 4/30/2022. DeKalb revenues are as of 12/31/2021.*

9. Annual State (1%) Sales Tax Revenues

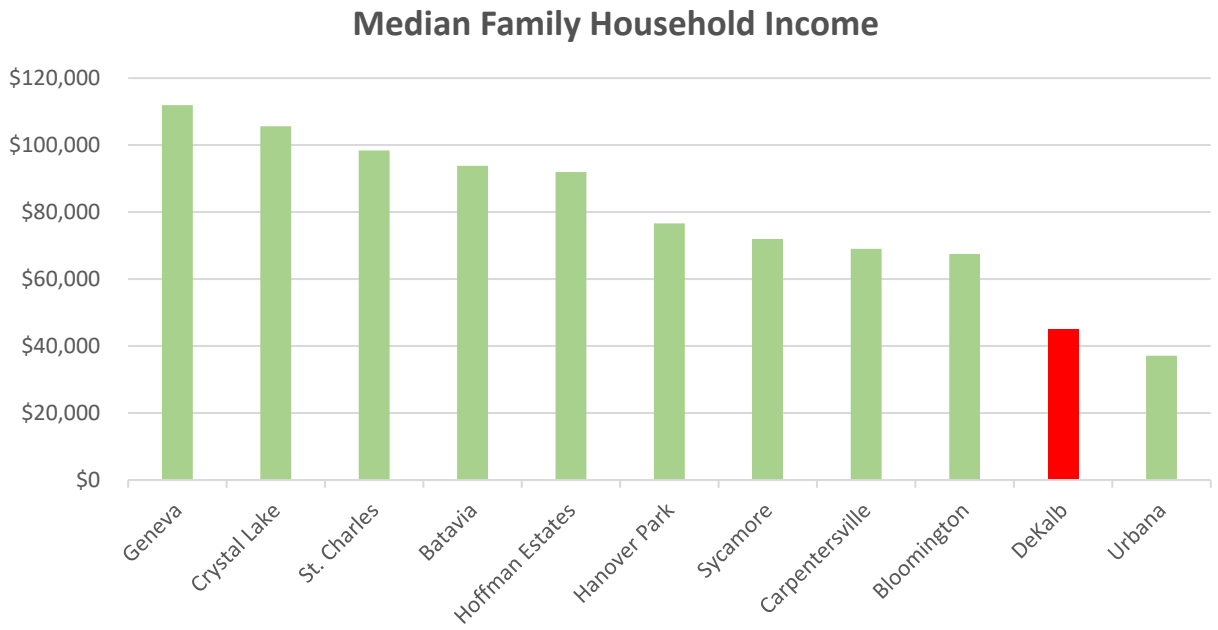


The Illinois Department of Revenue collects a 6.25% tax on the sale of general merchandise and distributes 1% to the municipality where the sale occurred and 0.25% to DeKalb County. The 1% state sales tax allocation from the Illinois Department of Revenue is of course subject to volatility during economic downturns but is a crucial annual revenue source representing 13.5% of all general operating revenues (and about 15% of all "natural" operating revenues excluding "transfers in").

Municipality	State 1% Sales Tax*
Bloomington	$14,622,314
St. Charles	$17,061,399
Crystal Lake	$13,846,844
Hanover Park	$12,844,628
Hoffman Estates	$8,981,002
Urbana	$7,896,484
Sycamore	$7,385,060
Carpentersville	$7,149,461
DeKalb	$6,205,962
Geneva	$6,104,811
Batavia	$5,877,501

**Revenues are as of most recent fiscal year available, 12/31/2021 or 4/30/2022. DeKalb revenues are as of 12/31/2021. Information from Illinois Comptroller Warehouse.*

10. Median Family Household Income



The community's median household income has social and economic implications for future economic growth. Allowing for the disproportionate number of households centered on adult students whose educational commitments prevent them from seeking full-time employment, the raw data still suggests that DeKalb needs to promote new growth that supports "career jobs," or positions that raise household incomes to a level that can support household stability and home ownership.

Municipality	Median Household Income
Geneva	$111,916
Crystal Lake	$105,609
St. Charles	$98,393
Batavia	$93,789
Hoffman Estates	$91,917
Hanover Park	$76,615
Sycamore	$71,698
Carpentersville	$68,997
Bloomington	$67,507
DeKalb	$45,020*
Urbana	$37,102

*Based on 2019 American Community Survey.

General Fund Long-Range Financial Plan

The City's rising pension obligations and their drain on financial resources was a key item discussed in the 2022-2024 Financial Plan. In order to maintain pace with increasing annual contributions, and maintain existing City services, several assumptions for future revenue and expenditures within the General Fund were made:

Revenue Assumptions

- The City property tax levy would increase by 4.95% in tax years 2022, 2023 and 2024.
- Sales and use taxes would grow at an average annual pace of 2.75%, exclusive of known new developments. This category includes sales tax, home rule sales tax, local use tax, hotel/motel tax, and restaurant/bar tax.
- Intergovernmental revenues would also grow at 2.75%, exclusive of short-term grant revenue such as ARPA and SAFER grants.

Expenditure Assumptions

- Cost of living increases for staff within the City's union contracts and non-bargaining unit are projected to increase 2.5% annually.
- Minimum staffing levels of the Fire Department will increase to a minimum shift of 16 to meet the requirements of the IAFF Local 1236 collective bargaining agreement.
- Personnel costs are assumed to rise from 75% of the overall 2022 General Fund budget to 77% of the 2023 budget.
- Non-personnel costs are expected to rise between 2.6%-2.7% per year.
- Police and fire pension contributions will be funded annually as per the actuary's recommendation.

Water and Capital Funds Long-Range Financial Plans

Beyond the General Fund, the City's Water Fund (major fund) as well as capital-intensive funds (Capital Projects, Capital Equipment Replacement, and Motor Fuel Tax) were included in the 2022-2024 Financial Plan, in accordance with the "Streets and Fleets" Infrastructure priority. Within these funds, the following assumptions were made:

Revenue Assumptions

- The City will continue to increase water rates annually in accordance with the consumer price index, subject to City Council approval.
- The City will continue to allocate 1/3 of any rate increase to the Water Operations Fund (600), and 2/3 to the Water Capital Fund (620).
- ARPA grant funds of $1.0 million will be utilized to fund lead service line replacements.
- An additional $600,000 per year of capital funding for the next 5 years will be needed to close the present funding shortfall, and an additional $215,000 per year will be needed

for fleet replacement; the anticipated opening of 1-2 cannabis dispensaries will aid in this effort by providing an estimated $200,000-$450,000 per dispensary, annually.

- Grant opportunities will continue to be sought, including monies available under the Infrastructure Investment and Jobs Act (IIJA) of 2022.

Expenditure Assumptions

- Debt service on the City's existing IEPA loans will continue at annual amounts of $60,370 through 2032 and then $41,845 through 2039.
- Lead service lines in the City, of which there are approximately 200, will need to be replaced in accordance Illinois Environmental Protection Agency requirements.
- Continue to fund major water improvements at an average of about $2.0 million annually.
- Continue to fund the City's annual street maintenance program at an average of $2.5 million annually.

The City recognizes that we operate in a fluid environment and must continually revisit and refine our financial plans, and statistical and financial updates will be undertaken during the FY 2023 fiscal year to strengthen the predictive basis of the models described in this section for future public policy considerations.

Section Three

Budget Overview

DeKalb's Budget Process and Calendar

The budget process is a comprehensive mechanism for developing each year's financial plan. This process includes input and feedback from the City Council, the Finance Advisory Committee, City staff, and members of the public. The Finance Advisory Committee (FAC) is one of 16 boards and committees of the City, which consists of seven members of the public and serves to provide the City Council with well-reasoned, financially sound recommendations and to work with the Council to analyze the City's financial policies and, long-term financial stability, options for greater efficiencies and possible revenue and expenditure modifications. Additionally, the public has the opportunity to influence the City's budget preparation in a variety of other ways including attendance at other committee meetings and listening sessions, attendance at Councilman ward meetings, public comments at City Council meetings and public hearings and direct communication with City staff.

According to the Government Finance Officers Association, the key characteristics of the budget process are:

- Incorporates a long-term perspective;
- Establishes linkages to broad organizational goals;
- Focuses budget decisions on results and outcomes;
- Involves and promotes effective communication with stakeholders; and
- Provides incentives to government management and employees.

In DeKalb, these principles guide the process of budget development. Long range plans such as the City's 2022 – 2024 Financial Plan are updated every few years with regular input and modification by City staff before final presentation to the Council and FAC.

Consistent with the City's Budget Policy, the preparation of the annual City budget begins after June 30, once the audit for the prior fiscal year is complete. In preparing this budget, as in recent years, priorities for the coming year are discussed at a joint meeting of the Council and FAC in August. Preliminary revenue estimates are presented to frame the discussion.

Based on general fiscal direction from the Council and FAC, the City Manager and Finance Director review major operational changes, personnel, and capital needs, and discuss operational challenges and requests with each of the City's department heads. Current fiscal year projections and proposed budgets are prepared by each department and reviewed and refined over subsequent meetings between the City Manager, Finance Director, and department heads. Unjustified items or requests are removed from the budget during this process. Concurrently, other budget documents such as goals, objectives and accomplishments are updated by staff.

Once revenue and expenditure estimates are finalized, an additional joint meeting between the City Council and FAC is held in mid-October to discuss and develop the property tax levy. The detailed draft budget is then presented for joint Council and FAC review in mid-November. If necessary, further revisions are made and the recommended budget is offered for comment at a public hearing with subsequent adoption by the Mayor and City Council in December.

The City of DeKalb Budget is the culmination of strategic financial and operational planning. This document reflects sound decision-making and recommendations for the City's future. The budget will be monitored, reviewed, and referenced throughout the year, and from time-to-time budget amendments may be adopted to remain flexible to the changing environment.

Budget Calendar		
Date	**Responsible Party**	**Action**
March 14, 2022	City Council, Finance Advisory Committee & Staff	Present the 2022 – 2024 Financial Plan
August 15, 2022	City Council, Finance Advisory Committee & Staff	Strategic Goal Setting and Budget Planning Workshop
August/September	City Manager, Finance Director & Department Heads	Budget meetings held to review/determine needs; departments enter their projections and proposed budgets; budgets are refined, and projections are updated
October 19, 2022	Finance Advisory Committee & Staff	Consideration of Property Tax Levy & Budget Planning Workshop #2
October 24, 2022	City Council	Consideration of Property Tax Levy
November 14, 2022	City Council & residents of the City of DeKalb	Public Hearing on Property Tax Levy
November 14, 2022	City Council	Truth in Taxation Hearing on 2022 Property Tax Levy First Reading – 2022 Property Tax Levy First Reading – 2022 Abated Taxes
November 16, 2022	Staff	Public Release of FY2023 Proposed Budget
November 21 & 23 (if needed), 2022	City Council & Finance Advisory Committee	FY 2023 Proposed Budget Review
November 28, 2022	City Council	Public Hearing on Proposed FY 2023 Budget Second Reading – 2022 Property Tax Levy Second Reading— 2022 Abated Taxes First Reading – FY2023 Budget
December 12, 2022	City Council	Second Reading – FY2023 Budget
Last Tuesday in December	Staff	Last Day to File FY2023 Annual Budget & 2022 Property Tax Levy with the County
January 1, 2023	Fiscal Year 2023 Begins	
Ongoing	City Council & Staff	Review budget vs. actual reports and recommend budget amendments as necessary

DeKalb's Fund Structure and Basis for Budgeting

Fund Structure

The accounts of the City are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are portrayed as a separate set of self-balancing accounts that comprise its assets, liabilities, equities, revenues, and expenditures/expenses. The various funds are grouped by type in the financial statements. Within each fund type exists one or more funds.

The City has 28 budgeted funds (excluding the Library) that consist of three types of funds: Governmental Funds, Proprietary Funds, and Fiduciary Funds.

Governmental Funds are used to account for most of the City's general activities using a current financial resources measurement focus and the modified accrual basis of accounting. Governmental funds are divided into four categories:

- *The General Fund* (1) is the City's primary operating fund. It is used to account for all financial resources of the government that are not required to be accounted for in another fund.
- *Special Revenue Funds* (15) are used to account for the collection and disbursement of committed, restricted, or assigned monies.
- *Debt Service Funds* (1) are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.
- *Capital Project Funds* (2) are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed through proprietary funds or fiduciary funds) or the purchase of capital fleet and equipment.

Proprietary Funds are utilized for those services for which the City charges customers a fee and use an economic resources measurement focus and the accrual basis of accounting. There are two types of proprietary funds: enterprise and internal service.

- *Enterprise Funds* (5) are used to account for operations that are financed and operated in a manner like a private business enterprise. Enterprise fund services are primarily provided to customers external to the City organization and include the water utility division, refuse collection and the airport. The intent of the City in using this type of fund is to recover the costs (including depreciation) of providing goods or services on a continuing basis primarily through user charges.
- *Internal Service Funds* (2) are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost-reimbursement basis. Internal service funds provide services and charge fees to customers within the City organization for health/dental insurance and for worker's compensation and general liability insurance.

Fiduciary Funds are used to account for assets held by the City on behalf of outside parties in a trustee capacity.

- *Pension Trust Funds* (2) are used to account for assets that the City holds in a fiduciary capacity for the Firefighter's Pension and Police Pension and are fiduciary component units of the City. Pension Trust Funds are accounted for in the same manner as Proprietary funds and use an economic resources measurement focus and the accrual basis of accounting.

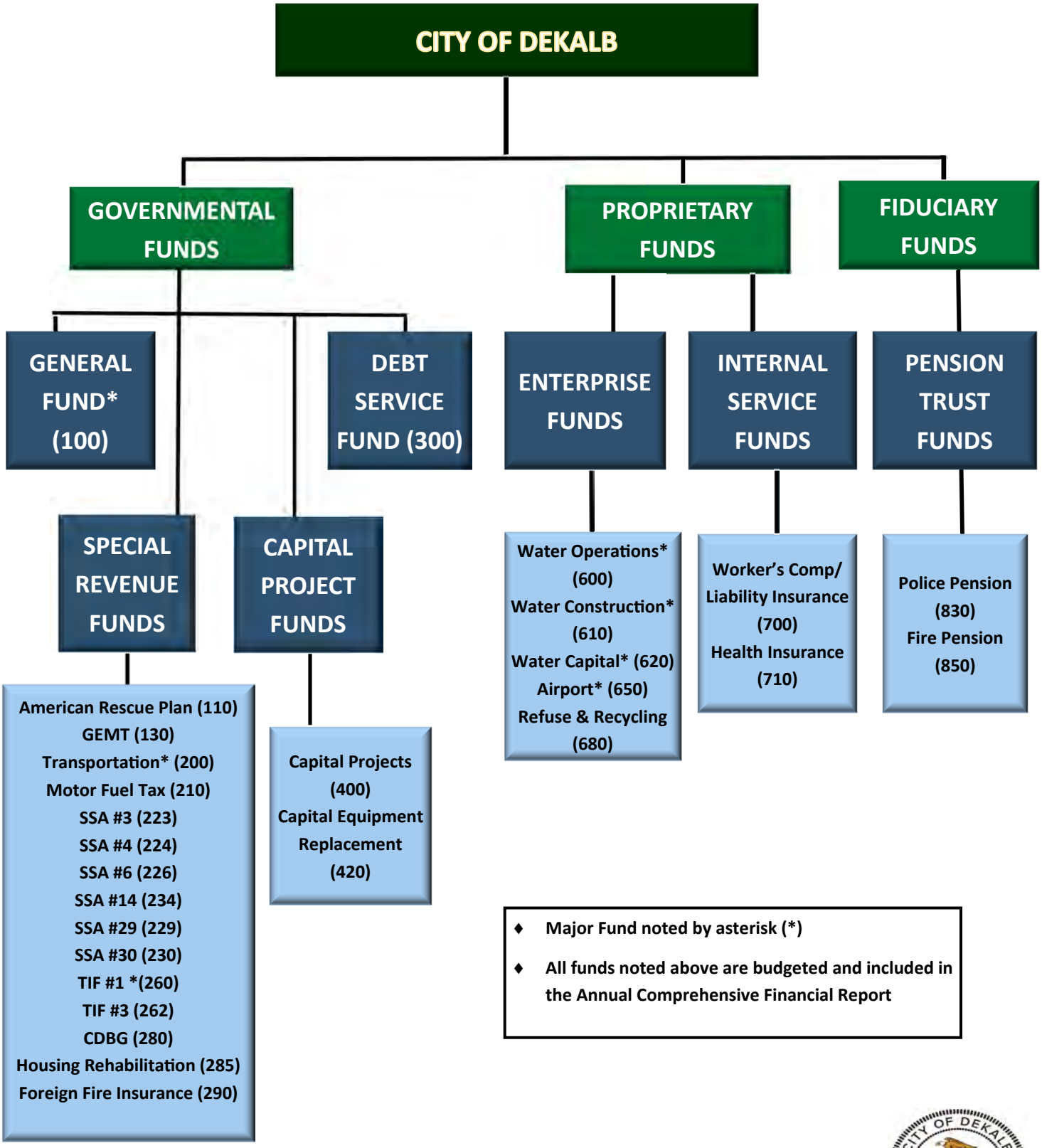
In addition to the funds, the City determines if any entities are component units of the City, which are legally separate organizations for which the elected officials of the primary government are financially accountable. Financial accountability is defined as 1) appointment of a voting majority of the component unit's board and either the ability to impose will by the primary government or the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government, or 2) fiscal dependency on the primary government. Based on these criteria, the DeKalb Public Library is included in the financial statements of the City as a *discretely presented component unit*.

Basis for Budgeting

For budgeting purposes within the Governmental Fund types, the City uses the same method as for accounting under Generally Accepted Accounting Principles (GAAP): the modified accrual basis of accounting. Under this method, revenues are recognized when they become measurable and available, and expenditures are recognized when the related liability has been incurred. The Proprietary and Fiduciary Fund types are budgeted utilizing the accrual basis of accounting, the same method used for accounting purposes: revenues are recorded when earned, and expenses are recorded when a liability is incurred. The following exceptions apply:

- Capital purchases are recorded as an asset on a GAAP basis but budgeted as expenses;
- Depreciation is recorded as an expense on a GAAP basis but not budgeted as expense;
- Debt principal payments are recorded as reductions of liabilities on a GAAP basis but budgeted as expenses;
- The issuance of debt is recorded as an increase to liabilities on a GAAP basis but budgeted as revenue.

FUND STRUCTURE



- Major Fund noted by asterisk (*)
- All funds noted above are budgeted and included in the Annual Comprehensive Financial Report

CITY OF DEKALB
MATRIX OF FUNDS AND DEPARTMENTS

FUND	DEPARTMENT											DESCRIPTION
	Elected Officials	Municipal Band	City Manager	Human Resources	Finance	Information Technology	Police	Fire	Public Works	Transit	Community Development	
General												Primary operating fund.
Transportation												Provision of transportation and planning services to the DeKalb metropolitan area.
Motor Fuel Tax												Use of the City's share of state gasoline taxes for City street maintenance and operations as required by law.
SSA #3 - Heritage Ridge												Maintenance of various public areas: street islands, detention basins, street lighting and entrance sign.
SSA #4 - Knolls Subdivision												Maintenance of various public areas: stylized street lighting and entrance.
SSA #6 - Greek Row												Provision of street lighting placed upon private property in the neighborhood.
SSA #29 - Market Square Area												Repair, replacement, repaving, reconstruction, and maintenance of the common area private streets and roadways, stormwater sewer and sanitary facilities serving the properties.
SSA #30 - Hunter Ridgebrook												Construction, installation and maintenance of public safety improvements, lighting, landscaping, snow and trash removal, building and land improvements.
SSA #14 - Heartland Fields												Maintenance of the common facilities, mosquito abatement and snow removal.
Central Area Tax Increment Financing #1												Property tax increment and capital improvements in TIF #1.
Central Business Tax Increment Financing #3												Property tax increment and capital improvements in TIF #3.
Community Development Block Grant												Accounts for the funds received from HUD through CDBG used on eligible projects within the City.
Housing Rehabilitation												Accounts for funds received from CDAP and acts as a pass-through for certain funds in the CDBG fund.
Foreign Fire Insurance Tax												Accounts for the funds received for the maintenance, benefit, and use of the Fire Department.
General Fund Debt Service												Payments on long term debt principal and interest.
Capital Projects												Accounts for the cost of major capital projects such as street maintenance and facility construction.
Capital Equipment Replacement												Capital equipment replacement fund for general City equipment and fleet replacement.
Water												Accounts for the provision of water services to customers within the City.
Water Construction												Accounts for the expenses of new water main construction related to impact fee revenue.
Water Capital												Accounts for the capital portion of the Water Fund related to maintenance of existing assets.
Airport												Accounts for the provision of aviation services to customers of the DeKalb Taylor Municipal Airport.
Refuse & Recycling												Accounts for the provision of refuse disposal and recycling services to customers of the City.
Workers Compensation / Property & Liability Insurance												Accounts for workers compensation costs and property & liability insurance premiums and charges to other funds/departments.
Health Insurance												Accounts for health insurance premiums for employees, retirees and the DeKalb Public Library and charges to other funds/departments/entities.
Police Pension												Accounts for the accumulation of resources to be used for the retirement payments to sworn police officers.
Fire Pension												Accounts for the accumulation of resources to be used for the retirement payments to firefighters.
DeKalb Public Library												Accounts for the City's financial responsibility to the DeKalb Public Library.

Dark green shading indicates the department devotes substantial time to the fund's operations.

Financial Policies

The City has adopted several policies that help guide the budgeting process and financial operations of the City:

01-01 Budget Policy
01-02 Fund Balance Policy
01-03 Capital Equipment Replacement Fund Policy
01-04 Revenue and Expenditure Policy
01-05 Accounting, Auditing and Financial Reporting Policy
01-06 Capital Asset Policy
01-07 Debt Management Policy
01-08 Investment Policy

The full text of each policy can be found in the Appendix.

Budget Policy

An annual budget must be submitted to the City Council that is within the City's ability to pay. The annual budget should finance current operating expenditures, excluding major capital expenditures, with current revenues. A "balanced budget" must be adopted, i.e., a budget for which expenditures in a given fiscal year do not exceed the sum of 1) estimated revenues for the fiscal year, plus 2) the fund balance at the beginning of the fiscal year. **All of the City's funds in 2023 report a balanced budget.**

Budgetary controls are maintained to ensure compliance with legal provisions embodied in the annual appropriated budget. The budgetary level of control, the level at which expenditures cannot exceed the appropriated amount, is exercised at the fund level.

Fund Balance Policy

The fund balance policy defines the categories of fund balance as non-spendable, restricted, committed, assigned, and unassigned. Only the City Council can take action to commit fund balance to specific purposes; either the City Council or City Manager may assign fund balance for specific purposes. The fund balance policy also outlines the reserve balances ideally maintained in each fund type: the General Fund's unassigned fund balance shall be maintained at 25% of annual expenditures; Special Revenue Funds should maintain fund balance to cover current expenditures and next year's expenditures enough to avoid a cash deficit position; TIF Funds (a type of Special Revenue Fund) should maintain a balance to support the future planned capital improvements; and Capital Projects Funds should maintain a minimum dollar amount necessary to meet the planned improvements identified in the multi-year capital replacement schedule.

Within enterprise funds, "net assets" is the terminology used in place of fund balance to describe the net financial resources. The Water Operating Fund should maintain unrestricted net assets equal to 25% of annual budgeted operating expenses; amounts above that will be transferred to the Water Capital Fund. The Airport Fund should maintain unrestricted net assets of 25% of annual budgeted operating expenses plus the budgeted capital improvements for the current fiscal year.

The Health Insurance Fund should maintain unrestricted net assets of one month of premiums. The Worker's Compensation Fund should maintain unrestricted net assets of $1.0 million.

Except for the Airport Fund, all other funds comply with the fund balance policy for the 2023 budget.

Capital Equipment Replacement Fund Policy

The Capital Equipment Replacement Fund (CERF) was established to set aside funds for the annual replacement of existing vehicles and equipment and to avoid significant fluctuations in the operating budget year over year. Water tower rental income and a portion of home rule motor fuel tax (currently $.01 of the $0.095/gallon charged, or approximately 10.5%) is dedicated to funding the CERF. Transfers from the General Fund may also be used when revenues are insufficient. Equipment purchased out of this fund is limited to capital items with a cost greater than $10,000 and a useful life in excess of one year. When surplus capital equipment is sold, the proceeds shall be deposited into this fund.

Revenue and Expenditure Policy

The City shall strive to maintain a diversified and stable revenue base to reduce the impacts of fluctuations in any one revenue source. Property tax rates shall be kept as low as possible, and levies will be established in the following order of priority: Police and Fire Pension, IMRF Pension, FICA, general obligation bond principal and interest, General Fund operations, and additional personnel. User charges and tap-on fees shall be sufficient to finance all operations and debt of the Water Fund. If revenues fall below estimates, the City Manager may impose spending limits.

The City shall consistently budget the minimum level of expenditures to provide for the public well-being and safety of residents and businesses of the community. Additionally, expenditures will be within the confines of generated revenue. Fund balance will not be used to pay for operating expenditures except in the case of emergencies and after careful consideration.

Accounting, Auditing and Financial Reporting Policy

Annually, an audit is conducted on the City's financial statements by a qualified, independent public accounting firm and filed within six months of the fiscal year end. The City follows generally accepted accounting principles (GAAP) and prepares an Annual Comprehensive Financial Report (ACFR) which is submitted to the Government Finance Officer's Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting Program.

Monthly, the City prepares account reconciliations on significant accounts that are overseen by the Finance Director. Year end adjustments must be prepared by the Finance Department staff within 90 days after year end are reviewed by the Finance Director. The Finance Director reviews the full audited financial statements and footnotes for accuracy and completeness.

Capital Asset Policy

"Capital expenditures" are items with a cost of $25,000 or more and a useful life of more than one year. These assets, including contributed assets, are capitalized and depreciated in the City's financial statements. Repair and maintenance costs are expensed. The City categorizes its capital assets into the following: land, building and building improvements, equipment, vehicles, infrastructure (streets, traffic signals), and water distribution system.

Proprietary Fund capital assets such as the water system and airport improvements are capitalized directly in the related funds. General capital assets are reported in the City's entity-wide financial statements.

Assets purchased with federal funds typically have specific tracking requirements and are notated as such in the financial records. Physical inventories of all capital assets should be performed biennially.

Debt Management Policy

The City's debt management policy provides a functional tool for debt management and capital planning. Long-term debt shall be issued only to fund capital improvements that cannot be financed with current revenues; it shall not be used to fund operations. The ultimate goals established by the City's debt policy are as follows:

- Maintain a minimum Aa3 (Moody's) credit rating;
- Avoid financial decisions that will negatively impact current or future credit ratings;
- Maintain a General Fund balance of 25% of total annual expenditures;
- Consider market timing;
- Determine the optimal maturity schedule of the debt;
- Consider the impact of debt issuance on overlapping governments;
- Assess financial alternatives to debt issuance;
- Minimize debt interest costs.

In addition to these goals, the debt policy addresses the authority and purpose of the debt issuance, the terms by which short versus long term debt may be issued, when capital leases may be utilized, recognition of the Capital Improvement Program (CIP), structure of debt issues, credit enhancements, use of local institutions, legal constraints and other limitation on the issuance of debt, credit implications and parameters for overall administration of the debt.

Investment Policy

The City's policy is to invest public funds in a manner that will conform to state statute, maximize security, meet daily cash flow demands, and attempt to obtain a market rate of return. Investment earnings shall be maximized by consolidation unless prohibited by restricted funds. The primary objectives are safety of principal, liquidity, and yield.

In addition, the policy addresses the standards of care to be observed, including prudence, ethics and delegation of authority. Safekeeping and custody, authorized institutions, and internal controls over investing are delegated to the Finance Director. The policy also details the allowable investments and related collateralization requirements (110% of uninsured cash deposits), along with diversification, maximum maturities, monthly required reporting to the City Council and performance standards to be followed.

CITY OF DEKALB
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - ALL FUNDS
FY 2023 BUDGETED AMOUNTS

		SPECIAL REVENUE FUNDS						
	General	American Rescue Plan Act	GEMT	Transport-ation	Motor Fuel Tax	Special Service Area #3	Special Service Area #4	Special Service Area #6
Revenues								
Taxes	$ 27,907,633	$ -	$ -	$ -	$ -	$ 1,000	$ 5,500	$ 12,000
Intergovernmental	10,399,564	450,000	251,009	15,233,995	1,700,000	-	-	-
Licenses and Permits	1,050,406	-	-	-	-	-	-	-
Charges for Services	4,303,274	-	1,350,000	2,065,000	-	-	-	-
Fines and Forfeits	470,500	-	-	-	-	-	-	-
Other Income	490,980	-	6,180	78,800	1,102,000	-	-	-
Total Revenues	44,622,357	450,000	1,607,189	17,377,795	2,802,000	1,000	5,500	12,000
Expenditures/Expenses								
Personnel	36,019,483	-	-	307,863	-	-	-	-
Commodities	1,005,719	-	140,000	4,360	416,000	-	-	-
Contractual Services	4,182,119	200,000	215,000	9,751,422	983,000	700	5,000	10,000
Capital/Equipment	162,650	250,000	1,772,543	7,263,000	4,325,000	-	-	-
Debt Service	469,599	-	-	-	-	-	-	-
Total Expenditures/Expenses	41,839,570	450,000	2,127,543	17,326,645	5,724,000	700	5,000	10,000
Net Surplus (Deficit)	2,782,787	-	(520,354)	51,150	(2,922,000)	300	500	2,000
Other Financing Sources (Uses)								
Transfer to Other Funds	(1,950,000)	-	-	(51,150)	-	(500)	(500)	(500)
Transfer from Other Funds	553,947	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	(1,396,053)	-	-	(51,150)	-	(500)	(500)	(500)
Fund Balance, January 1 (est)	23,668,305	34,214	1,433,946	2,563,586	4,263,726	2,240	5,527	20,001
Fund Balance, December 31 (est)	$ 25,055,039	$ 34,214	$ 913,592	$ 2,563,586	$ 1,341,726	$ 2,040	$ 5,527	$ 21,501

See the transmittal letter for a discussion of changes in fund balances exceeding 10%.

CITY OF DEKALB
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - ALL FUNDS
FY 2023 BUDGETED AMOUNTS

	SPECIAL REVENUE FUNDS (con't)							
	Market Square Area #29	Hunter Ridgebrook # 30	Special Service Area #14	TIF #1	TIF #3	CDBG	Housing Rehab	Foreign Fire Insurance Tax
Revenues								
Taxes	$ 50,000	$ 50,000	$ 2,000	$ -	$ 519,935	$ -	$ -	$ 81,000
Intergovernmental	-	-	-	-	-	512,500	-	-
Licenses and Permits	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-
Fines and Forfeits	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	6,000	-	48	-
Total Revenues	50,000	50,000	2,000	-	525,935	512,500	48	81,000
Expenditures/Expenses								
Personnel	-	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	100	-	24,100
Contractual Services	50,000	102,554	2,500	-	523,563	142,603	-	13,391
Capital/Equipment	-	-	-	-	500,000	292,500	-	39,000
Debt Service	-	-	-	-	-	-	-	-
Total Expenditures/Expenses	50,000	102,554	2,500	-	1,023,563	435,203	-	76,491
Net Surplus (Deficit)	-	(52,554)	(500)	-	(497,628)	77,297	48	4,509
Other Financing Sources (Uses)								
Transfer to Other Funds	-	-	(500)	(19,471)	-	(77,297)	-	-
Transfer from Other Funds	-	-	-	-	19,471	-	-	-
Total Other Financing Sources (Uses)	-	-	(500)	(19,471)	19,471	(77,297)	-	-
Fund Balance, January 1 (est)	10,318	52,554	12,842	19,471	1,400,647	-	70,532	78,718
Fund Balance, December 31 (est)	$ 10,318	$ -	$ 11,842	$ -	$ 922,490	$ -	$ 70,580	$ 83,227

See the transmittal letter for a discussion of changes in fund balances exceeding 10%.

CITY OF DEKALB
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - ALL FUNDS
FY 2023 BUDGETED AMOUNTS

		CAPITAL PROJECTS FUNDS		ENTERPRISE FUNDS				
	Debt Service	Capital Projects	Capital Equipment Replacement	Water Operations	Water New Construction	Water Capital	Airport	Refuse & Recycling
Revenues								
Taxes	$ -	$ 892,000	$ 320,000	$ -	$ -	$ -	$ 205,000	$ -
Intergovernmental	-	50,000	-	-	-	500,000	221,500	-
Licenses and Permits	-	-	-	30,000	50,000	-	-	-
Charges for Services	-	-	-	5,895,184	-	977,687	620,000	2,081,321
Fines and Forfeits	-	-	-	-	-	-	-	-
Other Income	-	5,000	188,533	22,200	4,000	12,000	467,780	-
Total Revenues	-	947,000	508,533	5,947,384	54,000	1,489,687	1,514,280	2,081,321
Expenditures/Expenses								
Personnel	-	-	-	2,422,696	-	-	424,554	-
Commodities	-	-	-	605,550	-	-	556,800	-
Contractual Services	2,650	328,000	20,000	962,658	-	-	254,260	1,937,104
Capital/Equipment	-	433,000	704,180	-	-	2,040,290	270,500	-
Debt Service	1,851,920	29,211	239,290	126,615	-	-	-	-
Total Expenditures/Expenses	1,854,570	790,211	963,470	4,117,519	-	2,040,290	1,506,114	1,937,104
Net Surplus (Deficit)	(1,854,570)	156,789	(454,937)	1,829,865	54,000	(550,603)	8,166	144,217
Other Financing Sources (Uses)								
Transfer to Other Funds	-	-	-	(2,041,900)	-	-	-	(144,000)
Transfer from Other Funds	1,750,000	-	200,000	-	-	1,762,400	-	-
Total Other Financing Sources (Uses)	1,750,000	-	200,000	(2,041,900)	-	1,762,400	-	(144,000)
Fund Balance, January 1 (est)	206,610	251,521	617,296	26,312,150	931,202	3,740,022	30,568,077	295
Fund Balance, December 31 (est)	$ 102,040	$ 408,310	$ 362,359	$ 26,100,115	$ 985,202	$ 4,951,819	$ 30,576,243	$ 512

See the transmittal letter for a discussion of changes in fund balances exceeding 10%.

CITY OF DEKALB
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - ALL FUNDS
FY 2023 BUDGETED AMOUNTS

	INTERNAL SERVICE FUNDS		FIDUCIARY FUNDS		
	Worker's Comp/ Liability Insurance	Health Insurance	Police Pension	Fire Pension	Total
Revenues					
Taxes	$ -	$ -	$ -	$ -	$ 30,046,068
Intergovernmental	-	-	-	-	29,318,568
Licenses and Permits	-	-	-	-	1,130,406
Charges for Services	1,079,218	6,975,632	4,591,200	5,517,881	35,456,397
Fines and Forfeits	-	-	-	-	470,500
Other Income	2,500	100	500,000	300,000	3,186,121
Total Revenues	1,081,718	6,975,732	5,091,200	5,817,881	99,608,060
Expenditures/Expenses					
Personnel	-	410,306	4,643,178	4,779,618	49,007,698
Commodities	-	-	-	-	2,752,629
Contractual Services	1,258,158	6,575,927	79,780	44,217	27,644,606
Capital/Equipment	-	-	-	-	18,052,663
Debt Service	-	-	-	-	2,716,635
Total Expenditures/Expenses	1,258,158	6,986,233	4,722,958	4,823,835	100,174,231
Net Surplus (Deficit)	(176,440)	(10,501)	368,242	994,046	(566,171)
Other Financing Sources (Uses)					
Transfer to Other Funds	-	-	-	-	(4,285,818)
Transfer from Other Funds	-	-	-	-	4,285,818
Total Other Financing Sources (Uses)	-	-	-	-	-
Fund Balance, January 1 (est)	1,186,658	607,530	51,059,171	39,991,114	189,108,273
Fund Balance, December 31 (est)	$ 1,010,218	$ 597,029	$ 51,427,413	$ 40,985,160	$ 188,542,102

See the transmittal letter for a discussion of changes in fund balances exceeding 10%.

CITY OF DEKALB
3 YEAR SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BY MAJOR FUND AND AGGREGATE NON-MAJOR FUNDS
FY 2021 ACTUAL, FY 2022 PROJECTED, FY 2023 BUDGETED

	General (MAJOR)			Transportation (MAJOR)			TIF #1 (MAJOR)		
	Actual 2021	Projected 2022	Budget 2023	Actual 2021	Projected 2022	Budget 2023	Actual 2021	Projected 2022	Budget 2023
Revenues									
Taxes	$27,922,733	$28,676,851	$27,907,633	$ -	$ -	$ -	$ 6,727,258	$ -	$ -
Intergovernmental	8,431,020	10,660,378	10,399,564	5,340,757	6,522,000	15,233,995	-	-	-
Licenses and Permits	1,248,952	923,787	1,050,406	-	-	-	-	-	-
Charges for Services	4,750,443	3,577,798	4,303,274	1,798,958	2,040,000	2,065,000	-	-	-
Fines and Forfeits	467,451	436,698	470,500	-	-	-	-	-	-
Other Income	905,624	376,913	490,980	14,849	79,592	78,800	14,328	-	-
Total Revenues	43,726,223	44,652,425	44,622,357	7,154,564	8,641,592	17,377,795	6,741,586	-	-
Expenditures/Expenses									
Personnel	31,581,240	32,252,339	36,019,483	239,545	254,000	307,863	-	-	-
Commodities	731,690	901,707	1,005,719	4,861	5,300	4,360	-	-	-
Contractual Services	3,989,474	4,771,719	4,182,119	7,033,051	8,177,691	9,751,422	3,391,615	-	-
Capital/Equipment	21,555	77,552	162,650	945	100,000	7,263,000	181,700	-	-
Depreciation	-	-	-	-	-	-	-	-	-
Debt Service	-	485,750	469,599	-	-	-	-	-	-
Total Expenditures/Expenses	36,323,959	38,489,067	41,839,570	7,278,402	8,536,991	17,326,645	3,573,315	-	-
Net Surplus (Deficit)	7,402,264	6,163,358	2,782,787	(123,838)	104,601	51,150	3,168,271	-	-
Other Financing Sources (Uses)									
Transfer to Other Funds	(538,125)	(2,680,280)	(1,950,000)	(25,972)	(26,464)	(51,150)	(3,930,077)	-	(19,471)
Transfer from Other Funds	738,108	559,359	553,947	-	-	-	-	-	-
Total Other Financing Sources (Uses)	199,983	(2,120,921)	(1,396,053)	(25,972)	(26,464)	(51,150)	(3,930,077)	-	(19,471)
Fund Balance, January 1	12,023,621	19,625,868	23,668,305	2,635,259	2,485,449	2,563,586	781,277	19,471	19,471
Fund Balance, December 31	$ 19,625,868	$ 23,668,305	$ 25,055,039	$ 2,485,449	$ 2,563,586	$ 2,563,586	$ 19,471	$ 19,471	$ -

Note: Major Funds are as presented in the December 31, 2021 audited financial statements.
* Together, Fund 600, 610 and 620 constitute one major Water Fund as presented in the audited financial statements.

CITY OF DEKALB
3 YEAR SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BY MAJOR FUND AND AGGREGATE NON-MAJOR FUNDS
FY 2021 ACTUAL, FY 2022 PROJECTED, FY 2023 BUDGETED

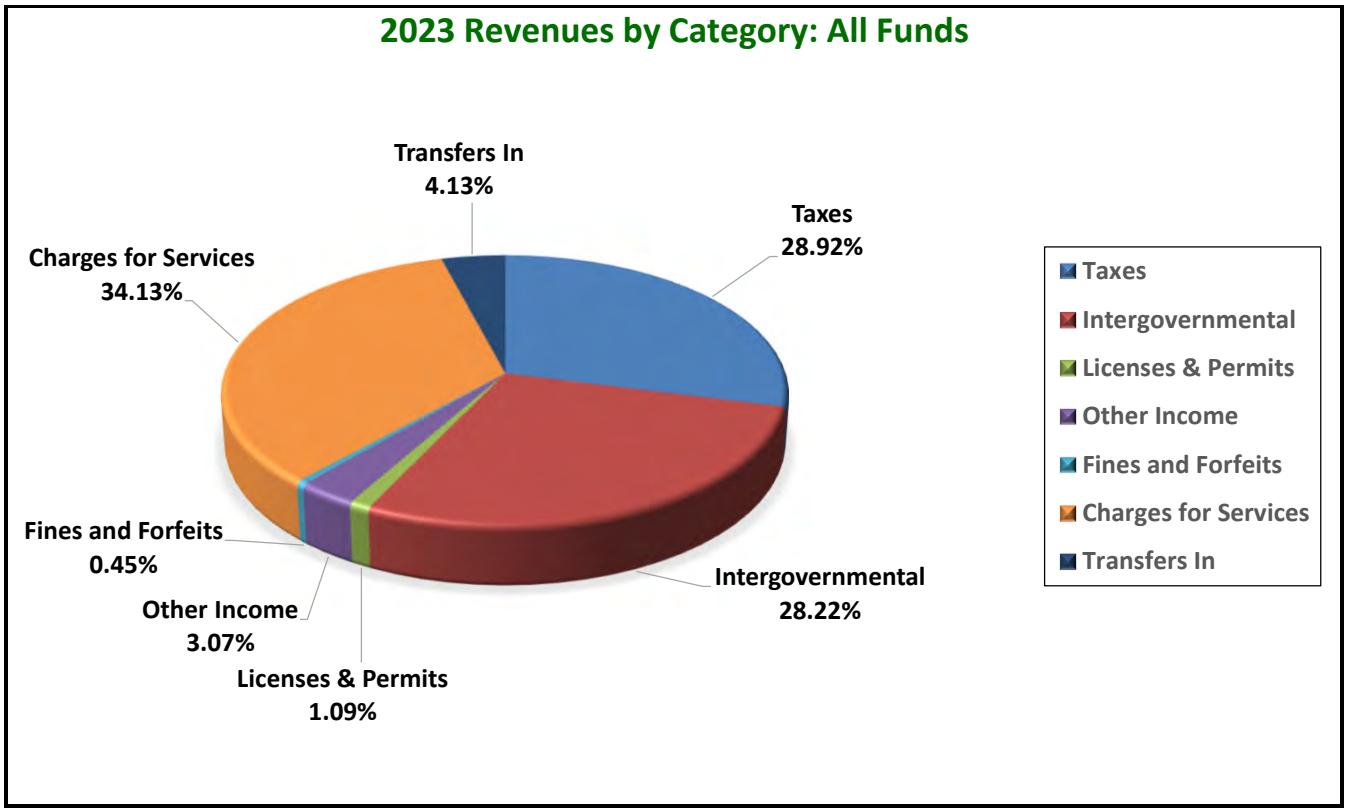
	Water (MAJOR)*			Airport (MAJOR)		
	Actual 2021	Projected 2022	Budget 2023	Actual 2021	Projected 2022	Budget 2023
Revenues						
Taxes	$ -	$ -	$ -	$ 210,764	$ 201,222	$ 205,000
Intergovernmental	-	500,000	500,000	469,623	312,750	221,500
Licenses and Permits	116,966	21,979	80,000	-	-	-
Charges for Services	6,397,875	6,630,393	6,872,871	509,095	658,733	620,000
Fines and Forfeits	-	-	-	-	-	-
Other Income	1,711,906	88,360	38,200	470,024	449,600	467,780
Total Revenues	8,226,747	7,240,732	7,491,071	1,659,506	1,622,305	1,514,280
Expenditures/Expenses						
Personnel	1,542,125	2,513,324	2,422,696	231,299	336,401	424,554
Commodities	446,907	547,550	605,550	419,340	569,500	556,800
Contractual Services	852,458	783,790	962,658	248,099	233,650	254,260
Capital/Equipment	104,956	2,739,040	2,040,290	441,574	314,500	270,500
Depreciation	1,230,319	1,250,000	-	403,543	-	-
Debt Service	38,377	126,615	126,615	-	-	-
Total Expenditures/Expenses	4,215,142	7,960,319	6,157,809	1,743,855	1,454,051	1,506,114
Net Surplus (Deficit)	4,011,605	(719,587)	1,333,262	(84,349)	168,254	8,166
Other Financing Sources (Uses)						
Transfer to Other Funds	(3,725,824)	(2,562,505)	(2,041,900)	-	-	-
Transfer from Other Funds	3,443,547	2,482,505	1,762,400	214,262	-	-
Total Other Financing Sources (Uses)	(282,277)	(80,000)	(279,500)	214,262	-	-
Fund Balance, January 1	28,053,633	31,782,961	30,983,374	30,269,910	30,399,823	30,568,077
Fund Balance, December 31	$ 31,782,961	$ 30,983,374	$ 32,037,136	$ 30,399,823	$ 30,568,077	$ 30,576,243

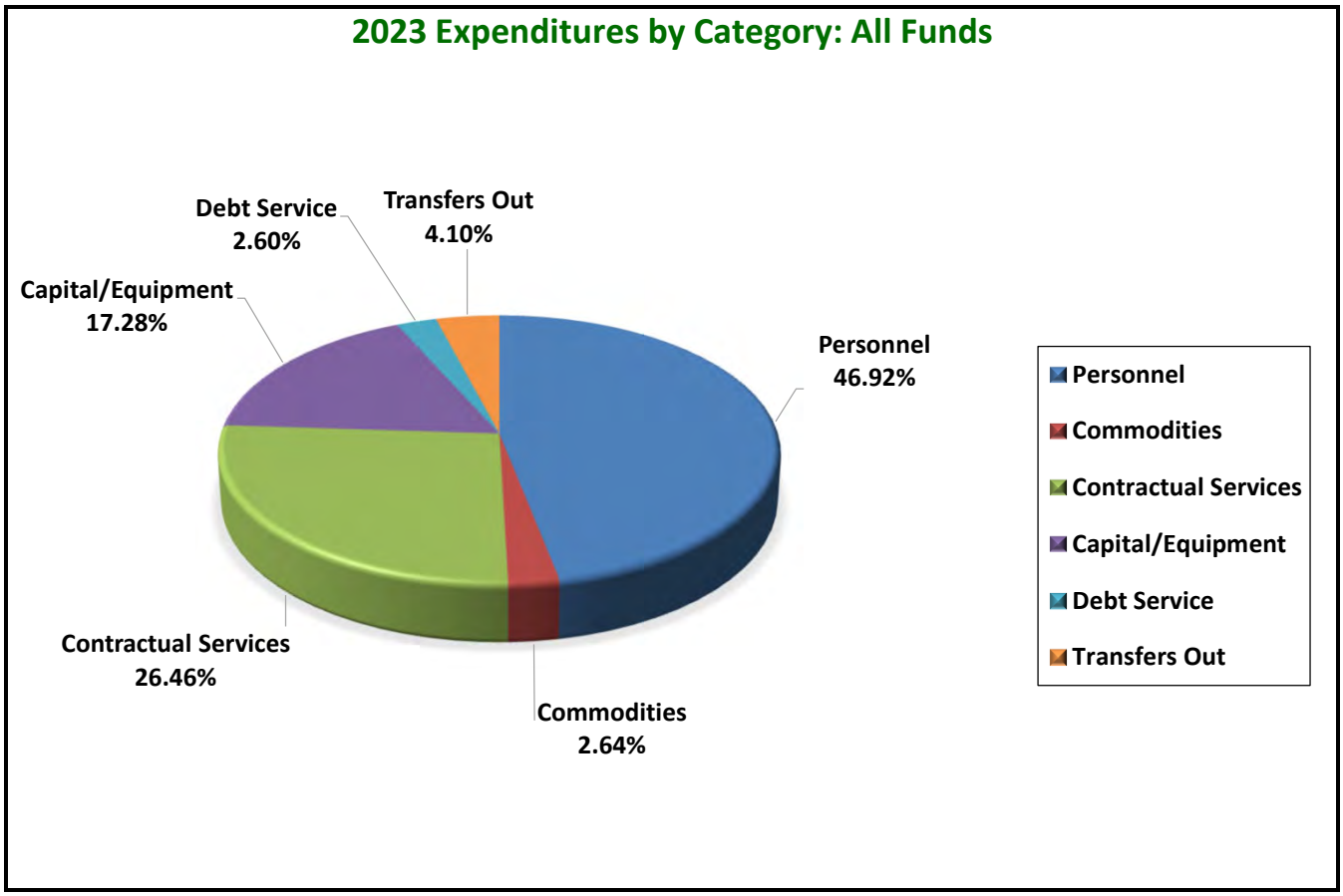
Note: Major Funds are as presented in the December 31, 2021 audited financial statements.
* Together, Fund 600, 610 and 620 constitute one major Water Fund as presented in the audited financial statements.

CITY OF DEKALB
3 YEAR SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BY MAJOR FUND AND AGGREGATE NON-MAJOR FUNDS
FY 2021 ACTUAL, FY 2022 PROJECTED, FY 2023 BUDGETED

	Aggregate Non-Major Funds Combined			Total All Funds		
	Actual 2021	Projected 2022	Budget 2023	Actual 2021	Projected 2022	Budget 2023
Revenues						
Taxes	$ 2,003,974	$ 1,779,519	$ 1,933,435	$ 36,864,729	$ 30,657,592	$ 30,046,068
Intergovernmental	7,419,134	5,895,789	2,963,509	21,660,534	23,890,917	29,318,568
Licenses and Permits	-	-	-	1,365,918	945,766	1,130,406
Charges for Services	18,757,452	20,618,084	21,595,252	32,213,823	33,525,008	35,456,397
Fines and Forfeits	37,100	24,234	-	504,551	460,932	470,500
Other Income	11,829,353	2,316,085	2,110,361	14,946,084	3,310,550	3,186,121
Total Revenues	40,047,013	30,633,711.00	28,602,557	107,555,639	92,790,765	99,608,060
Expenditures/Expenses						
Personnel	9,131,491	9,561,894	9,833,102	42,725,700	44,917,958	49,007,698
Commodities	363,434	404,741	580,200	1,966,232	2,428,798	2,752,629
Contractual Services	12,059,908	13,449,540	12,494,147	27,574,605	27,416,390	27,644,606
Capital/Equipment	5,521,411	9,493,135	8,316,223	6,272,141	12,724,227	18,052,663
Depreciation	-	-	-	1,633,862	1,250,000	-
Debt Service	160,970	2,130,121	2,120,421	199,347	2,742,486	2,716,635
Total Expenditures/Expenses	27,237,214	35,039,431	33,344,093	80,371,887	91,479,859	100,174,231
Net Surplus (Deficit)	12,809,799	(4,405,720)	(4,741,536)	27,183,752	1,310,906	(566,171)
Other Financing Sources (Uses)						
Transfer to Other Funds	(526,121)	(221,895)	(223,297)	(8,746,119)	(5,491,144)	(4,285,818)
Transfer from Other Funds	2,697,500	2,680,280	1,969,471	7,093,417	5,722,144	4,285,818
Total Other Financing Sources (Uses)	2,171,379	2,458,385	1,746,174	(1,652,702)	231,000	-
Fund Balance, January 1	88,271,617	103,252,795	101,305,460	162,035,317	187,566,367	189,108,273
Fund Balance, December 31	$ 103,252,795	101,305,460	$ 98,310,098	$ 187,566,367	$ 189,108,273	$ 188,542,102

Note: Major Funds are as presented in the December 31, 2021 audited financial statements.
* Together, Fund 600, 610 and 620 constitute one major Water Fund as presented in the audited financial statements.


2023 Revenues by Category: All Funds
Transfers In
4.13%
Taxes
28.92%
Charges for Services
34.13%
Fines and Forfeits
0.45%
Other Income
3.07%
Licenses & Permits
1.09%
Intergovernmental
28.22%
Taxes
Intergovernmental
Licenses & Permits
Other Income
Fines and Forfeits
Charges for Services
Transfers In


2023 Expenditures by Category: All Funds
Debt Service
2.60%
Transfers Out
4.10%
Capital/Equipment
17.28%
Personnel
46.92%
Contractual Services
26.46%
Commodities
2.64%
Personnel
Commodities
Contractual Services
Capital/Equipment
Debt Service
Transfers Out

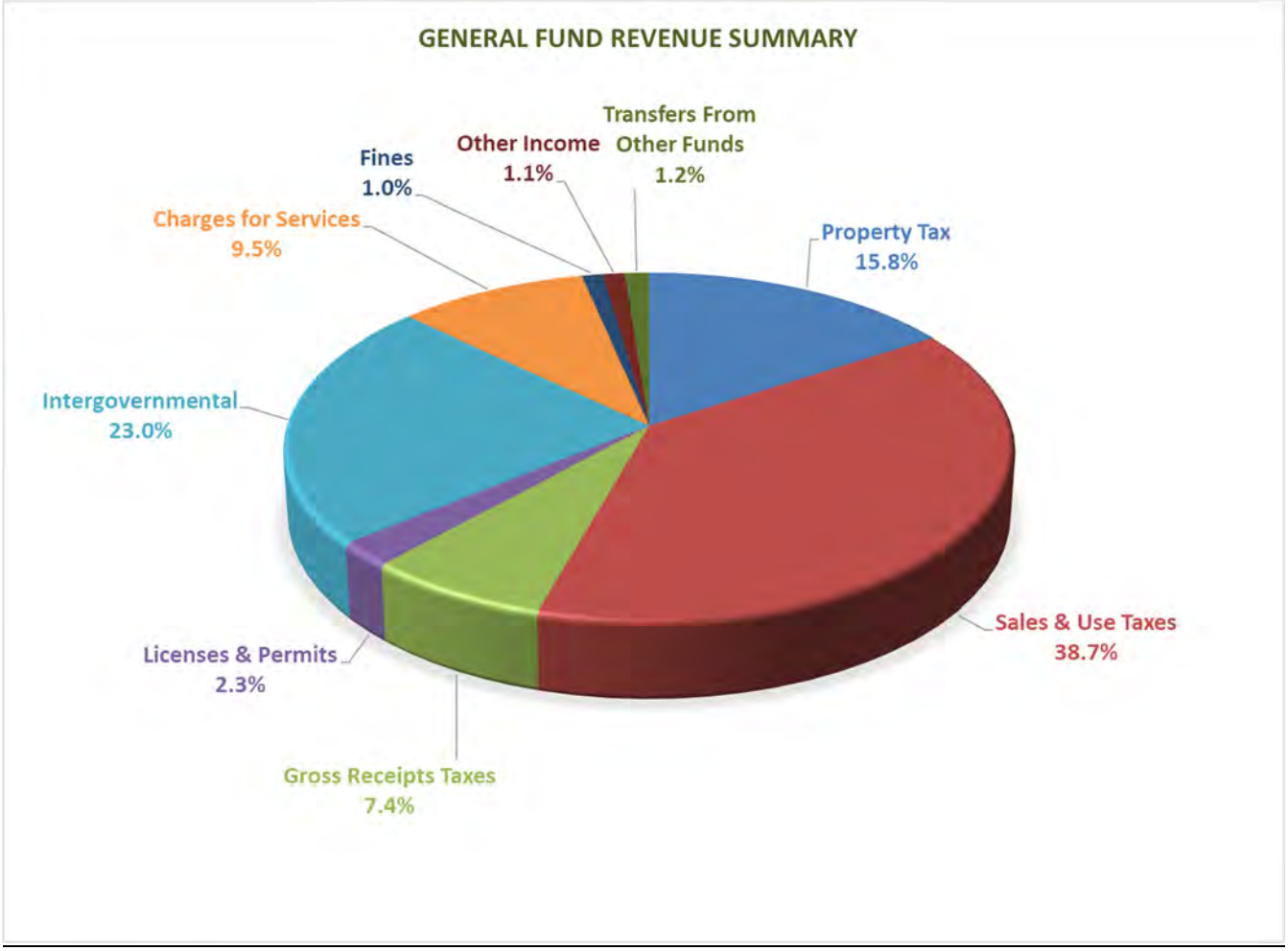
Section Four

General Fund Detail

- General Fund Revenues
- General Fund Expenditures
- Legislative
- City Administration
  - City Manager's Office
  - Human Resources
  - Finance
  - Information Technology
- Police Department
- Fire Department
- Public Works Department
- Community Development Department
- General Fund Support

General Fund Revenues

General Fund revenues are derived from numerous sources that can be placed into one of nine categories, as depicted in the chart below. The FY2023 Budget includes $45,176,304 in General Fund revenues.

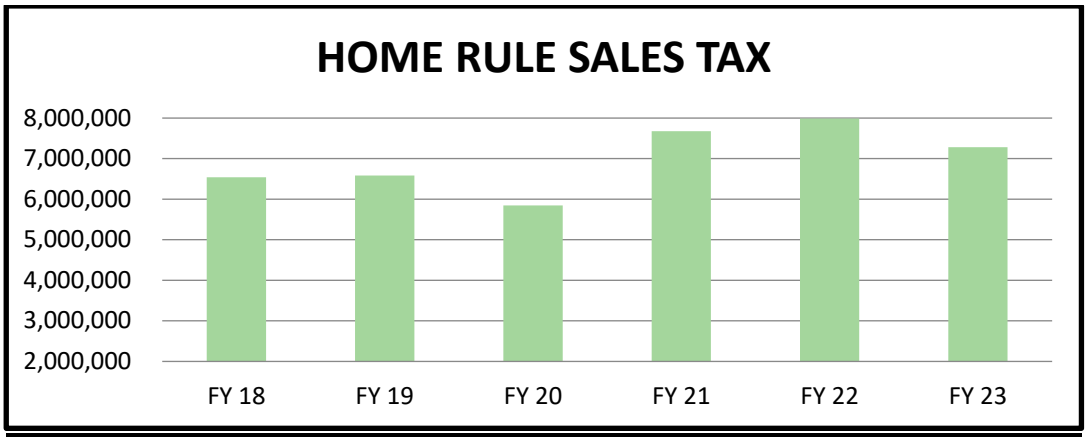


<u>Sales & Use Taxes</u>
$17,467,077 (38.7%)

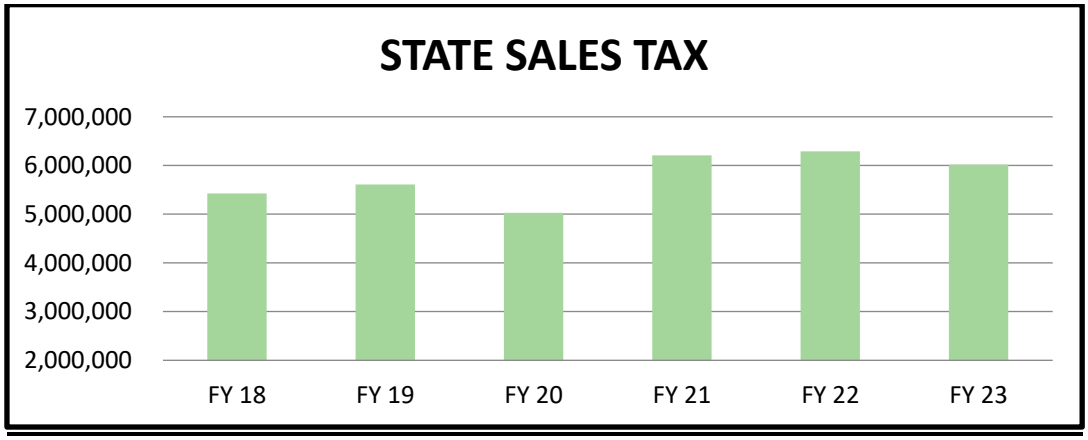
The revenue category Sales & Use Taxes includes various taxes applied toward the consumptions of goods and services. This is the largest source of General Fund revenue and includes the following:

- **Home Rule Sales Tax**: The City imposes a 1.75% Home Rule Sales Tax on sales of general merchandise. The tax is not collected on sales of food, drugs, or tangible personal property that is required to be licensed or registered with the State of Illinois. The amount of Home Rule Sales Tax collected in 2018 and 2019 was constant at about $6.50 million, and FY 2020 saw a dip due to the negative economic impact of COVID-19 regulatory measures. The tax rebounded in FY 2021 and FY 2022 as post-pandemic spending resumed. The 2023 revenue is forecasted based on the past five years, excluding the 2020 pandemic year, with a 3% increase applied and factoring in the estimated growth due to the opening of new businesses. Due to the

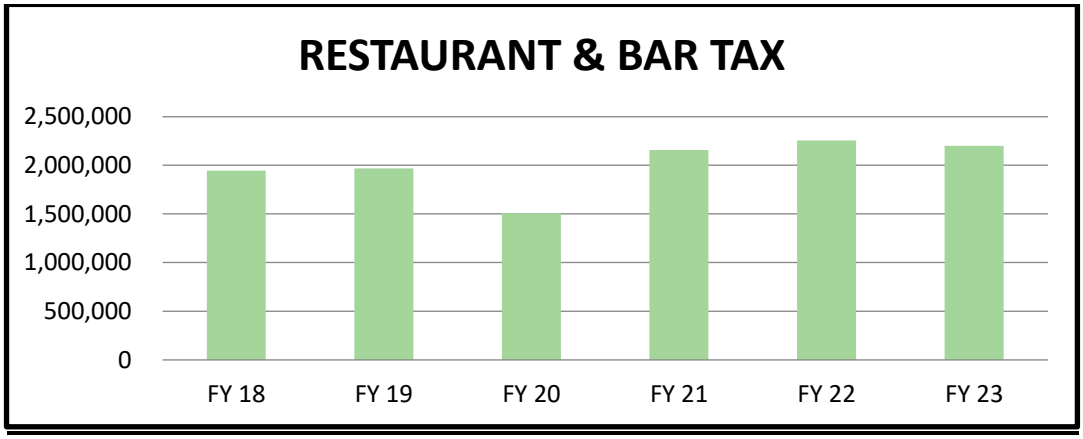
current record inflationary environment, however, and the unknown impact on consumer spending, the FY 2023 budget for has been set cautiously at $7.28 million, which is lower than the 2022 projected amount.



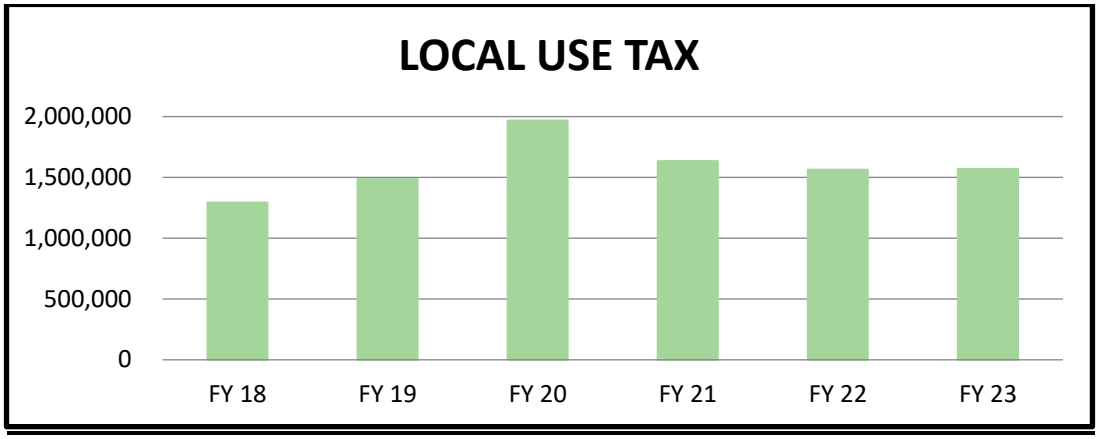
- **State Sales Tax**: The Illinois Department of Revenue collects a 6.25% tax on the sale of general merchandise and distributes 1% to the municipality where the sale occurred and 0.25% to DeKalb County. State Sales Tax has been stable since 2017, but as with Home Rule Sales Tax the COVID impacts were felt in FY 2020. FY 2021 and FY 2022 experienced similar rebounds. As with Home Rule Sales Tax, the 2023 revenue is forecasted based on the past five years, excluding the 2020 pandemic year, with a 3% increase applied and factoring in the estimated growth due to the opening of new businesses. The FY 2023 budget for has also been set lower than 2022 projections, at $6.02 million.



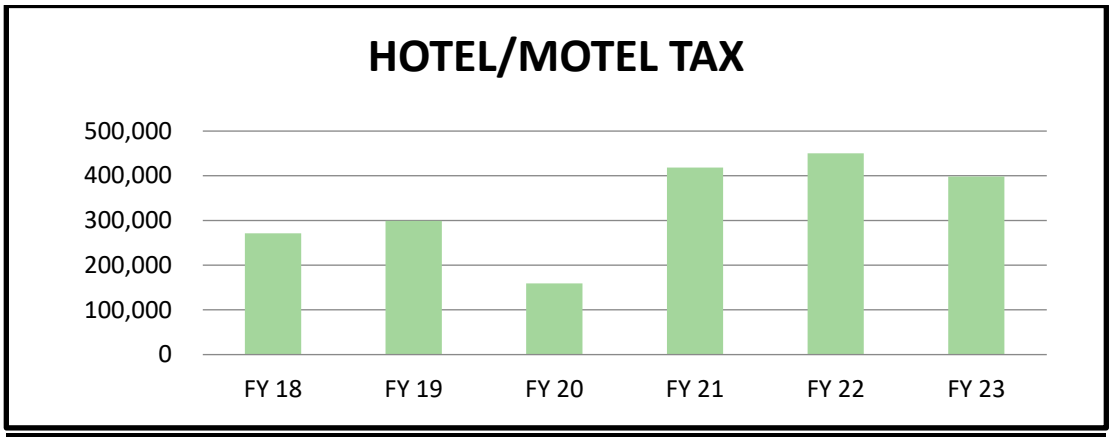
- **Restaurant & Bar Tax**: The City collects a 2% tax on prepared food and beverages and packaged liquor sales. This tax is administered at the local level and had been steady at an annual rate of about $1.9 million in recent pre-pandemic years. Following the sales tax trend, the deep COVID-related constraints on the hospitality industry in 2020 dramatically decreased the total for FY 2020. FY 2021 and FY 2022 rebounded as patrons were eager to dine out again. In formulating the FY 2023 budget, the past five years (excluding the pandemic year) were averaged, with new businesses factored in, yielding an FY 2023 budgeted amount of $2.2 million.



- **Local Use Tax**: Use taxes are imposed on the privilege of using, in the State of Illinois, any item of tangible personal property that is purchased anywhere at retail, including online purchases. This revenue source is collected by the State and forwarded to the City on a per capita basis. This tax has been trending up over the last five years because of the increased collection of sales taxes on internet purchases, and spiked during the pandemic year of FY 2020, likely resulting from a shift to no-touch internet sales over local retailers. The projected revenue for FY 2023 is $1.57 million based on the IML projection of $39.00 per capita.

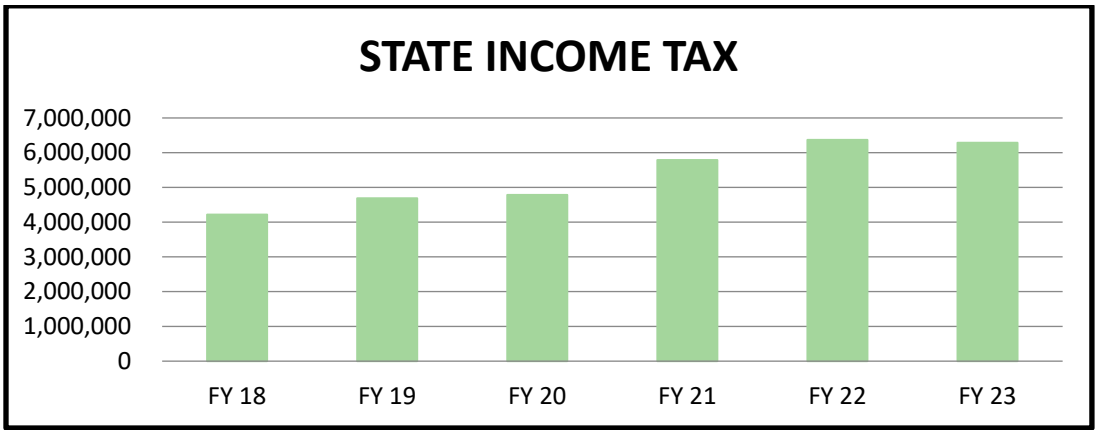


- **Hotel/Motel Tax** – The City imposes a 7.5% tax on the use of hotel/motel rooms in the City. Previously, 1.0% was directed to the Debt Service Fund, however beginning FY 2023 all revenue will go into the General Fund. This revenue stream collapsed in FY 2020 as a result of the pandemic. The FY 2023 budget includes about $400,000 in Hotel/Motel Tax revenue for the General Fund, which was derived from the past five year average (excluding the pandemic year).

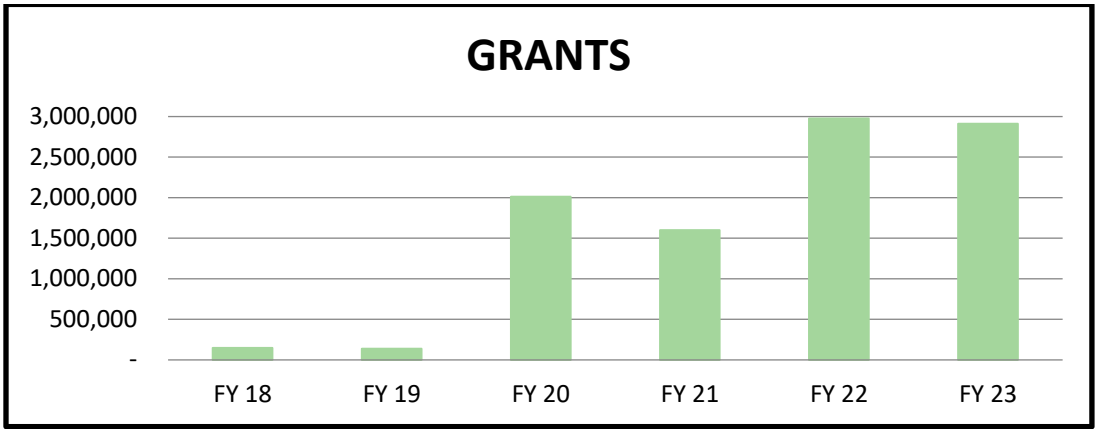


Intergovernmental Revenue
$10,399,564 (23.0%)

The second largest General Fund revenue category is Intergovernmental Revenue; about 60% of this revenue comes from the City's per capita share of State Income Tax revenue. State Income Tax for FY 2023 is budgeted at $6.29 million, based on the IML projection of $151.00 per capita. This source has been growing since the unemployment spike of 8% in October 2020, as jobs have become plentiful, and employers are struggling to find and retain a work force.



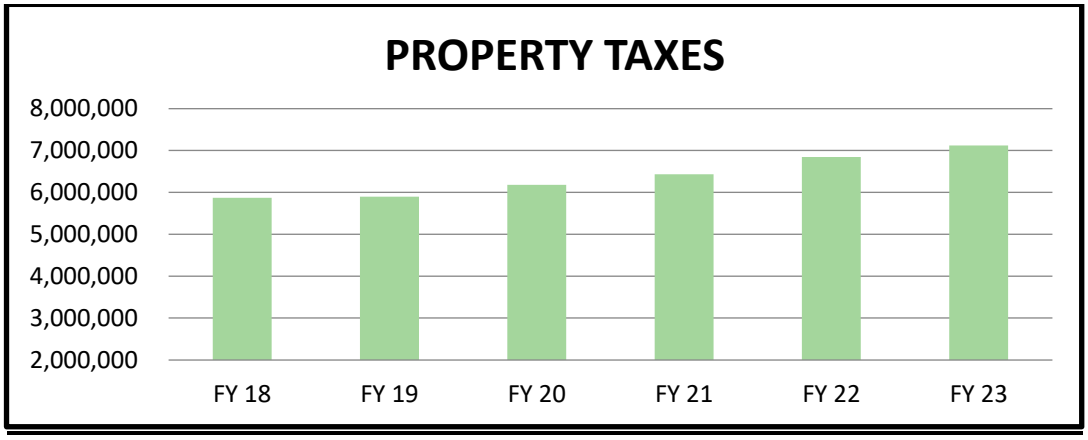
Another significant revenue in this category is grant revenue, comprising 28% of the category total. In FY 2023, the City plans to expend $1.8 million of the total $10.4 million award of American Rescue Plan Act (ARPA) funds, which is a finite grant that will be fully spent in FY 2024. The amount dedicated to the General Fund is being used to offset the salary and benefit costs incurred with the re-hiring of 21 positions that had been frozen through 2020. Another grant awarded to offset salary costs is the SAFER grant, a $2.7 million FEMA grant awarded to hire nine new firefighters. The SAFER grant is a 3-year grant with revenue split over 2022, 2023 and 2024. These grants, coupled with the Covid-19 related CARES Act funding received in 2020, account for the significant grant revenue recognized in 2020 - 2023. Grant revenue is budgeted on a year-by-year basis according to previously awarded grants and the City's planned timing of incurring the qualified expenditures.



Other revenues in the Intergovernmental category include Video Gaming Tax, Personal Property Replacement Tax, Township Road and Bridge Tax, Cannabis Use Tax and Other Shared Revenues.

Property Taxes
$7,119,130 (15.8%)

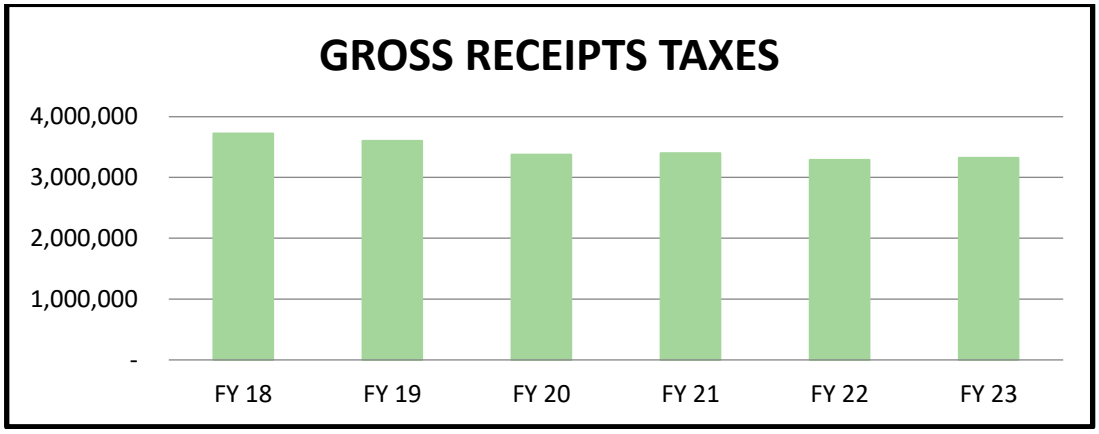
This revenue is derived from a tax levy on real estate within the corporate limits of the City of DeKalb. The City of DeKalb is a home rule community and is not regulated by the Property Tax Extension Limitation Law (PTELL). The property tax is derived from a complex combination of the annual Equalized Assessed Valuation (EAV), the township multiplier, the estimated new construction, and the annual required contribution for pension contributions as determined by the City's independent actuary. Each of these variables factor into determining the amount of the property tax levy. For FY 2023 (tax levy year 2022), the City estimates a 4% increase in the tax levy to capture new EAV growth in the City without raising the amount a homeowner will pay in City property tax; at this level, it is anticipated that the tax rate will actually decrease. As in the past several years, all the revenue generated by the 2022 tax levy will go towards funding a portion (about 80%) of the annual Fire and Police pension fund contributions. However, an ever-growing gap between that expenditure and property tax revenue persists as the City strives to decrease the City property tax rate to maintain competitive with other area cities and attract economic development.



Gross Receipts Taxes
$3,321,426 (7.4%)

Revenues included in Gross Receipts Taxes include Municipal Utility Tax, Telecommunications Tax, and Franchise Tax. Of the amount to be collected in FY 2023, Municipal Utility Tax accounts for $2.54 million. This tax is collected on electric and natural gas utilities services in the City and has experienced modest increases over the past several years; higher amounts are expected in FY 2024 when the Meta Data Centers, the first building of which has recently been completed, are fully energized. In formulating the 2023 budget, the last five years of trend data were averaged, including the pandemic year (as no measurable difference was noted), but excluding the current inflationary year.

Over the last several years, both Telecommunications Tax and Franchise Tax revenues have declined as a result of consumers abandoning land-line phone service in favor of wireless devices and "cutting the cord" from traditional cable TV. An average annual decline of about 9% was used to estimate the Telecommunications Tax, and five year averages of franchise tax less a 2.0% reduction for 2023 was used.



Charges for Services
$4,303,274 (9.5%)

Of the revenues included in this category, Fire Services and Ambulances Services account for most of the total. The City charges Northern Illinois University (per contract) and the DeKalb Fire Protection District for fire and emergency medical services to their residents. The City also charges users (or their insurance) for City-provided ambulance services. This revenue has increased significantly in recent years as an increasing number of local residents use the City's paramedic services as their primary health care. Another component of this category is police services; beginning in FY 2022, police services provided to the DeKalb Community Unit School District #428 and other agencies has been reported in this category. The revenue includes utilization of the City's police force for private and school events, as well as the reimbursement for having designated DeKalb officers present in the schools. In the latter part of 2022, the number of School Resource Officers (SRO) has increased to five.

Licenses & Permits
$1,050,406 (2.3%)

This General Fund revenue category includes a number of locally-issued licenses and permits, including Building Permits, Liquor Licenses, and Crime-Free Housing Registration. It is anticipated that Building Permit revenue ($493,000) will remain at an elevated level in FY 2023 as a result of ongoing development on the Gurler Road corridor. For Building Permits, the past three-year averages were used to formulate 2023's budget as it is more representative of the current development climate in DeKalb.

Other Income
$490,980 (1.1%)

This revenue category is comprised of various small revenue sources that include Investment Interest, the annual TIF Surplus, Refunds and Reimbursements, and other Miscellaneous Revenue. Refunds and Reimbursements account for $330,093 and includes the annual contribution from the Emergency Telephone Systems Board (ETSB) to offset the cost of emergency 911 dispatching and the annual payment from the Illinois Department of Transportation (IDOT) for street maintenance.

Fines
$470,500 (1.0%)

Fines issued by Police and Code Compliance personnel account are included in this category. Much of this revenue is derived from Court Fines, Parking Fines, and Administrative Tow Fees. Generally, five year averages are used in formulating the budget estimates.

Transfers from Other Funds
$553,947 (1.2%)

Transfers from other City funds into the General Fund include transfers from Transportation and CDBG Funds to reimburse General Fund salary and benefit expenses related to staff administration of these programs; a Water Fund transfer for payment in lieu of taxes (PILOT); and a Refuse and Recycling Fund transfer to cover the administrative cost of managing monthly refuse billing. The transfers will vary on an annual basis, subject to: underlying salary and benefit costs and time spent administering the grant programs, along with grant administrative cost limits; depreciable value of the water system and the City's property tax rate; and the margin between refuse charges and expenses.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 100 - GENERAL FUND REVENUES								
PROPERTY TAXES								
100-00-00-30140	PROPERTY TAX - FIRE PENSION	3,274,529	3,520,454	3,746,088	3,720,878	3,869,713	123,625	3.30
100-00-00-30150	PROPERTY TAX - POLICE PENSION	2,903,857	2,912,595	3,099,229	3,124,439	3,249,417	150,188	4.85
PROPERTY TAXES		6,178,386	6,433,049	6,845,317	6,845,317	7,119,130	273,813	4.00
SALES & USE TAXES								
100-00-00-31100	STATE SALES TAX	5,027,826	6,205,962	5,824,413	6,289,658	6,017,000	192,587	3.31
100-00-00-31200	HOME RULE SALES TAX	5,843,955	7,675,584	7,063,950	7,985,020	7,282,000	218,050	3.09
100-00-00-31300	LOCAL USE TAX	1,966,083	1,634,277	1,585,642	1,563,252	1,570,000	(15,642)	(0.99)
100-00-00-31400	HOTEL/MOTEL TAX	159,090	418,384	307,886	450,000	398,077	90,191	29.29
100-00-00-31500	RESTAURANT & BAR TAX	1,507,052	2,156,649	1,953,382	2,255,160	2,200,000	246,618	12.63
SALES & USE TAXES		14,504,006	18,090,856	16,735,273	18,543,090	17,467,077	731,804	4.37
GROSS RECEIPTS TAXES								
100-00-00-31700	MUNICIPAL UTILITY TAX	2,447,801	2,528,658	2,735,404	2,459,725	2,535,000	(200,404)	(7.33)
100-00-00-31750	TELECOMMUNICATIONS TAX	509,799	450,710	445,726	419,463	381,086	(64,640)	(14.50)
100-00-00-31900	FRANCHISE TAX	418,259	419,460	445,942	409,256	405,340	(40,602)	(9.10)
GROSS RECEIPTS TAXES		3,375,859	3,398,828	3,627,072	3,288,444	3,321,426	(305,646)	(8.43)
LICENSES & PERMITS								
100-00-00-32200	LIQUOR LICENSES	281,925	277,644	292,500	253,602	256,406	(36,094)	(12.34)
100-00-00-32300	ROOMING HOUSE LICENSES	7,541	10,050	11,300	9,540	10,000	(1,300)	(11.50)
100-00-00-32350	FIRE LIFE SAFETY LICENSES	14,050	13,600	15,000	14,900	14,000	(1,000)	(6.67)
100-00-00-32400	AMUSEMENT LICENSES	3,825	4,025	3,975	3,900	4,000	25	0.63
100-00-00-32450	OTHER LICENSES	48,920	46,735	52,000	36,000	50,000	(2,000)	(3.85)
100-00-00-32500	BUILDING PERMITS	401,158	653,215	435,211	411,708	493,000	57,789	13.28
100-00-00-32900	OTHER PERMITS	24,780	52,270	27,000	30,000	30,000	3,000	11.11
100-00-00-34700	CRIME FREE REGISTRATION FEE	215,078	191,413	136,861	164,137	193,000	56,139	41.02
LICENSES & PERMITS		997,277	1,248,952	973,847	923,787	1,050,406	76,559	7.86
INTERGOVERNMENTAL REVENUES								
100-00-00-33100	FEDERAL GRANTS	77,901	60,587	25,438	52,473	148,608	123,170	484.20
100-00-00-33110	FEDERAL GRANTS - ARPA		1,511,017		1,997,435	1,837,285	1,837,285	
100-00-00-33120	FEDERAL GRANTS - SAFER				851,566	908,602	908,602	
100-00-00-33150	FEDERAL PASS-THROUGH GRANTS	19,101	17,932		12,154	8,600	8,600	
100-00-00-33200	STATE GRANTS	1,887,278	1,246	80,626	17,256	7,672	(72,954)	(90.48)
100-00-00-33300	LOCAL GRANTS		6,603	8,980	8,980		(8,980)	(100.00)
100-00-00-33400	FIRE GRANTS	24,188		11,707	15,866		(11,707)	(100.00)
100-00-00-33450	POLICE GRANTS	2,688	787	5,900	20,000		(5,900)	(100.00)
100-00-00-33500	STATE INCOME TAX	4,784,693	5,787,319	5,109,569	6,365,820	6,285,240	1,175,671	23.01
100-00-00-33600	PERSONAL PROPERTY REPLACEMENT TAX	162,818	290,821	337,109	560,852	417,764	80,655	23.93
100-00-00-33650	VIDEO GAMING TAX	169,540	376,490	373,769	385,081	380,000	6,231	1.67
100-00-00-33700	TOWNSHIP ROAD & BRIDGE TAX	153,227	157,080	154,660	166,718	172,093	17,433	11.27
100-00-00-33800	CANNABIS USE TAX	30,421	55,773	59,391	72,522	100,000	40,609	68.38
100-00-00-33900	OTHER SHARED REVENUES	150,302	165,365	85,370	133,655	133,700	48,330	56.61
INTERGOVERNMENTAL REVENUES		7,462,157	8,431,020	6,252,519	10,660,378	10,399,564	4,147,045	66.33
SERVICE CHARGES								
100-00-00-34100	ADMINSTRATION FEES	144,432	145,716	148,266	155,352	158,460	10,194	6.88
100-00-00-34200	POLICE SERVICES	22,412	28,455	450,293	658,158	782,333	332,040	73.74
100-00-00-34240	BACKGROUND CHECK FEES	150		1,220			(1,220)	(100.00)
100-00-00-34250	FIRE SERVICES	1,063,127	1,026,811	1,130,616	1,075,131	1,081,481	(49,135)	(4.35)
100-00-00-34260	AMBULANCE SERVICES	1,807,920	2,705,735	2,659,587	1,600,000	2,200,000	(459,587)	(17.28)
100-00-00-34270	GEMT REVENUE		771,870					
100-00-00-34500	FUEL SALES	25,852	19,910	22,157	26,000	26,000	3,843	17.34
100-00-00-34750	ZONING FEES	12,850	9,400	7,462	8,500	7,000	(462)	(6.19)
100-00-00-34760	PLAN REVIEW FEES	37,546	40,546	39,558	34,657	40,000	442	1.12
100-00-00-34780	INSPECTION FEES	4,800	2,000	4,542	20,000	8,000	3,458	76.13
SERVICE CHARGES		3,119,089	4,750,443	4,463,701	3,577,798	4,303,274	(160,427)	(3.59)

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
FINES								
100-00-00-35100	COURT FINES	97,438	121,315	108,132	106,709	110,000	1,868	1.73
100-00-00-35200	DUI FINES	11,522	16,609	19,130	18,226	18,500	(630)	(3.29)
100-00-00-35250	ANTI-CRIME ACTIVITIES	2,326	1,763	2,880	250	1,000	(1,880)	(65.28)
100-00-00-35260	CRIME LAB	1,209	1,281	2,100	500	1,000	(1,100)	(52.38)
100-00-00-35300	PARKING FINES	103,910	99,140	131,000	70,650	145,000	14,000	10.69
100-00-00-35400	FALSE ALARM FINES	28,600	45,150	31,500	8,200	7,500	(24,000)	(76.19)
100-00-00-35500	MAIL-IN FINES	45,394	54,301	61,073	69,177	55,000	(6,073)	(9.94)
100-00-00-35600	ADMIN HEARING FINES				4,700			
100-00-00-35700	ADMINISTRATIVE TOW FINES	107,582	109,471	116,000	149,486	130,000	14,000	12.07
100-00-00-35800	ABATEMENT FINES	750	2,621		6,000	2,500	2,500	
100-00-00-35900	OTHER FINES	23,380	15,800		2,800			
FINES		422,111	467,451	471,815	436,698	470,500	(1,315)	(0.28)
OTHER INCOME								
100-00-00-31800	AUTO RENTAL TAX	15,328	21,374	21,593	21,387	21,387	(206)	(0.95)
100-00-00-35950	POLICE FORFEITURES	12,084	11,876	17,497	1,859	500	(16,997)	(97.14)
100-00-00-37100	INVESTMENT INTEREST	100,315	14,549	75,000	200,000	102,600	27,600	36.80
100-00-00-37500	GAIN/LOSS ON INVESTMENTS		3,125					
100-00-00-38100	MISCELLANEOUS REVENUE	13,467	27,036	20,000	22,000	20,000		
100-00-00-38200	REFUNDS / REIMBURSEMENTS	525,654	519,412	96,150	117,054	330,093	233,943	243.31
100-00-00-38600	SALES OF SURPLUS PROPERTY	10,677	23,436	5,000	1,063	2,500	(2,500)	(50.00)
100-00-00-38850	TIF PROPERTY TAX SURPLUS	295,275	284,815	263,000	13,550	13,900	(249,100)	(94.71)
100-00-00-38860	TIF SALES TAX SURPLUS	262,789						
OTHER INCOME		1,235,589	905,623	498,240	376,913	490,980	(7,260)	(1.46)
TRANSFERS IN								
100-00-00-39110	TRANSFER FROM ARPA FUND			1,837,285			(1,837,285)	(100.00)
100-00-00-39120	TRANSFER FROM SAFER GRANT			851,566			(851,566)	(100.00)
100-00-00-39200	TRANSFER FROM TRANSPORTATION FUNI	25,000	25,972	25,000	26,464	51,150	26,150	104.60
100-00-00-39223	TRANSFER FROM SSA #3 FUND	500	500	500	300	500		
100-00-00-39224	TRANSFER FROM SSA #4 FUND	500	500	500	500	500		
100-00-00-39226	TRANSFER FROM SSA #6 FUND	500	500	500	500	500		
100-00-00-39230	TRANSFER FROM SSA #30 FUND		97,500	97,500			(97,500)	(100.00)
100-00-00-39234	TRANSFER FROM SSA #14 FUND	500	500	500		500		
100-00-00-39260	TRANSFER FROM TIF #1 FUND	5,000						
100-00-00-39280	TRANSFER FROM CDBG FUND	92,038	89,636	90,000	80,595	77,297	(12,703)	(14.11)
100-00-00-39420	TRANSFER FROM CAPITAL EQUIP FUND	500,000						
100-00-00-39600	TRANSFER FROM WATER FUND	311,000	311,000	311,000	311,000	279,500	(31,500)	(10.13)
100-00-00-39680	TRANSFER FROM REFUSE FUND	360,000	212,000	219,000	140,000	144,000	(75,000)	(34.25)
TRANSFERS IN		1,295,038	738,108	3,433,351	559,359	553,947	(2,879,404)	(83.87)
ESTIMATED REVENUES - GENERAL FUND 100		**38,589,512**	**44,464,330**	**43,301,135**	**45,211,784**	**45,176,304**	**(1,875,169)**	**(4.33)**

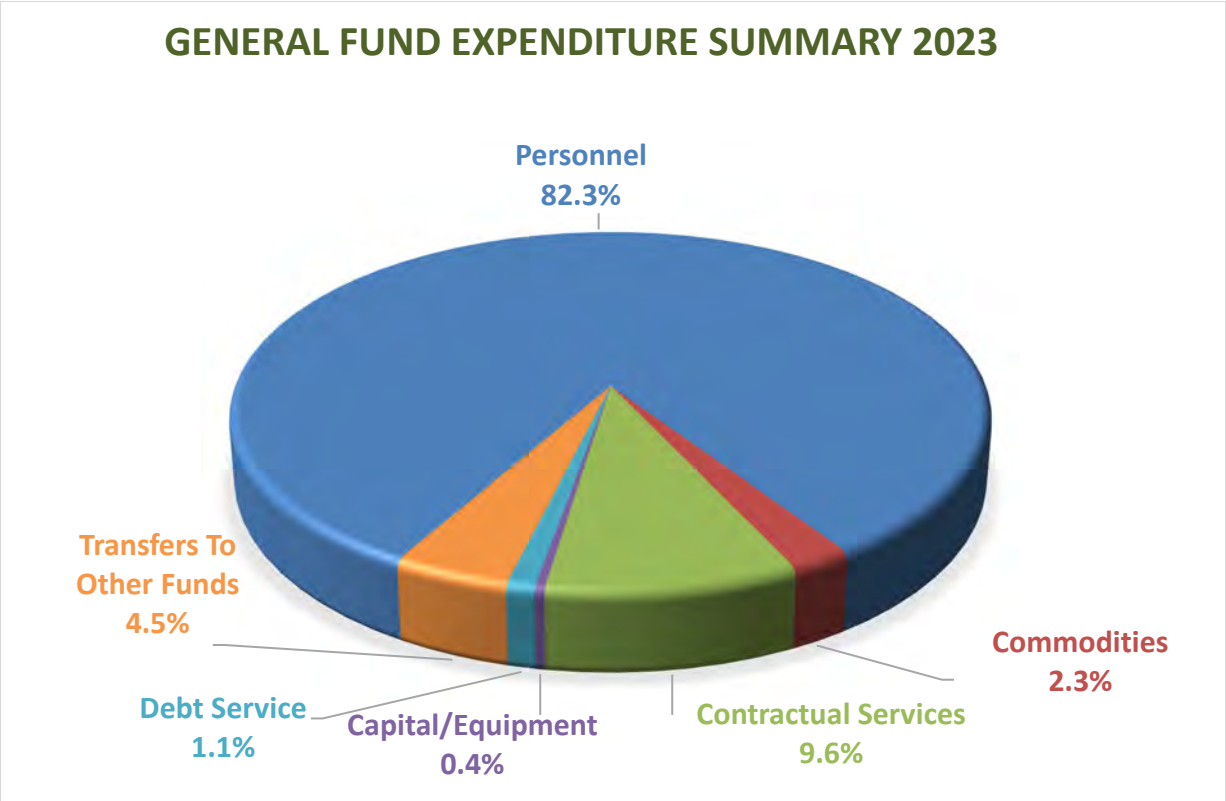
General Fund Expenditures

The mission of the City of DeKalb is to deliver high quality municipal services to those who live, work, learn in, and visit our community. General Fund expenditures represent the costs associated with providing those services. Expenditures are broken down into six categories, each containing numerous individual account lines. The FY 2023 budget includes $43,789,570 in General Fund expenditures, which is about $2.7 million (6.6%) higher than the FY 2022 budget.

General Fund Budgeted Expenditures: 2022 vs. 2023

Category	2022 Budget (Amended)	2023 Budget	% Change
Personnel	32,791,667	36,019,483	9.8%
Commodities	770,338	1,005,719	30.6%
Contractual Services	4,324,150	4,182,119	-3.3%
Capital/Equipment	33,500	162,650	385.5%
Debt Service*	495,000	469,599	-5.1%
Transfers To Other Funds	2,680,280	1,950,000	-27.2%
	41,094,935	43,789,570	6.6%

*Reported within Transfers in 2022; reclassified here for comparative purposes



Personnel

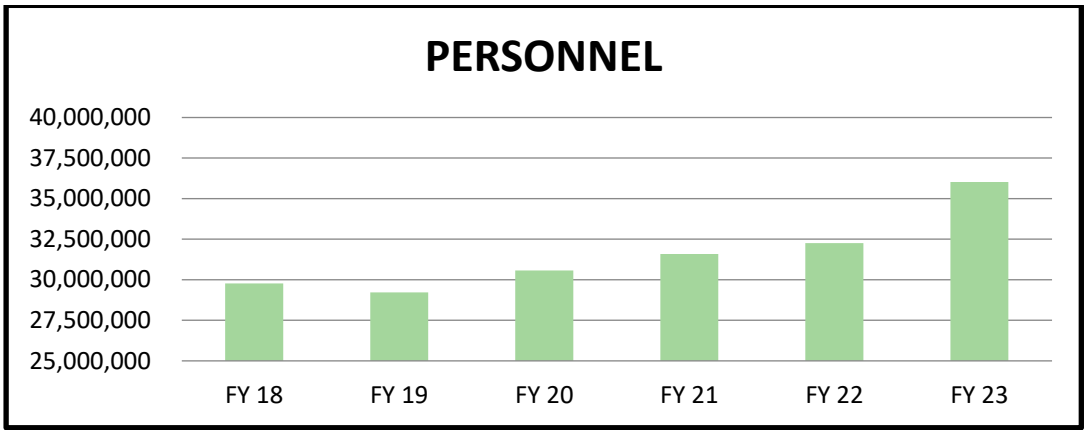
Personnel costs account for 82.3% of total General Fund expenditures, or $36,019,483. This expenditure category includes salaries and wages, overtime, employer pension contributions, employer health insurance and other benefit costs.

- **Employee Wages:** Due to prior staffing reductions, wages remained fairly constant in 2018-2020. With the influx of American Rescue Plan Act (ARPA) grant funds, the City was able to hire back 21 previously frozen positions in 2021. Between late 2021 and early 2022, an additional 9 firefighter positions were added, with salaries and benefits being partially offset by the SAFER grant. In 2023, an additional 10 full-time positions are being added, primarily in public safety.

- **Fire and Police Pensions:** The rising costs associated with public safety pensions continue to impact the General Fund. In FY 2023, the actuarially determined City contribution for the Fire and Police Pension Funds is $8,834,396, which is an increase of $710,937 from FY 2022 (8.75%). The 2022 City levy (collected in 2023) will only cover $7,119,130 of this fiduciary obligation, requiring another $1.7 million in General Fund revenues to cover the shortfall.

- **IMRF Pensions:** The City's General Fund contribution rate to IMRF decreased from 12.29% of salary to 8.71% of salary in 2023. This resulted in an FY 2023 estimated contribution of $460,694 (20% overall decrease). Strong investment performance by IMRF as of December 31, 2021, as well as a shift to more Tier 2 than Tier 1 employees (with lesser benefits), contributed to the lower rate.

- **Health Insurance:** The cost of health insurance premiums will decrease slightly in FY 2023, by about 1%. Premium costs for both the City's HMO and PPO plans decreased while dental premiums rose slightly. Total General Fund expenditures for FY 2023 are budgeted at $4,532,225.



Commodities

Items purchased for use by the City are categorized as Commodities. The FY 2023 Budget for this category is $1,005,719 or 2.3% of the General Fund budget. The increase of $235,381 (30.6%) from the prior year budget is an unfortunate side effect felt by many municipalities from lingering demand in a post-pandemic era coupled with record high inflation. The three largest expenditures in this category are:

- **Supplies/Parts – Vehicles ($191,125):** As previously noted, the cost to maintain our aging fleet is significant. These purchases typically represent the material costs for the City mechanics to repair and maintain fleet vehicles. Staff labor time is not accounted for in this line item.

- **Fuel, Oil, & Lubricants ($353,534):** The Public Works staff have managed to reduce overall fuel consumption in recent years; however, the City has borne the additional cost of ever rising fuel prices from which the City is not exempt.

- **Patrol Supplies & Equipment ($94,800):** As the number of officers is projected to increase by five in 2023, the cost of additional handguns, rifles, body worn cameras and portable radios increases in kind. Ammunition cost increases, gas masks and additional K-9 supplies are among the other items in this category.

Contractual Services

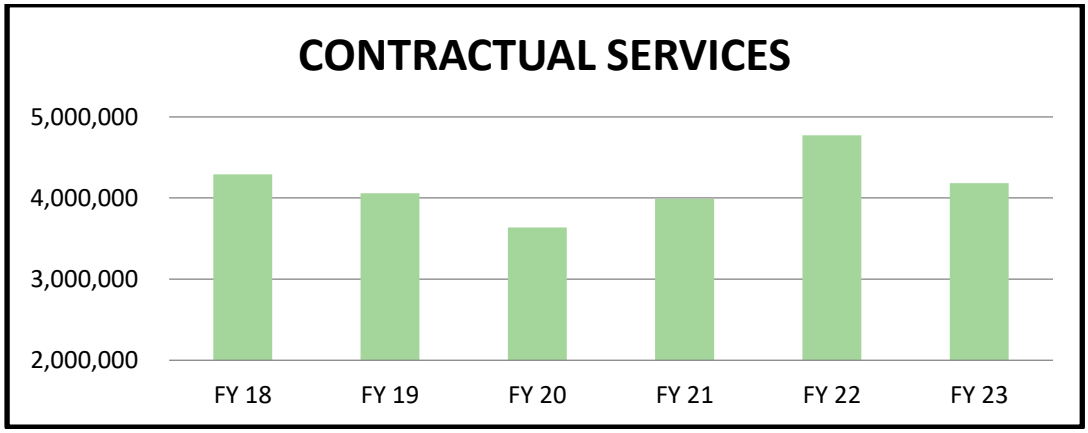
Services provided to the City by others are classified as Contractual Services and represent $4,182,119 in FY 2023, a decrease of $142,031 (3.3%) from FY 2022. This category includes expenditures such as the maintenance of buildings, equipment, software, and vehicles; engineering services; legal services; training and travel; and utilities. Also included in this category is $1,368,971 in payments to other government agencies through tax sharing agreements. Notable FY 2023 expenditures in Contractual Services include:

- **Contracted Services ($419,140):** The City's Police Department partners with Northwestern Medicine to provide outsourced social workers to assist with the aftermath of crimes; in 2023, that amount is $95,000. Within the Fire Department, ambulance service billing is provided by Andres Medical Billing at a cost of $65,000 annually. Within Public Works, $62,500 covers City-wide janitorial services, and within Building & Code Enforcement approximately $35,000 is budgeted for outsourced fire and project plan reviews.

- **Maintenance – Software ($397,845):** City-wide software costs are centralized in the Information Technology department and include such items as police CAD/records maintenance ($150,000), Office 365 ($50,000) and the maintenance of the City-wide BS & A financial suite ($55,000).

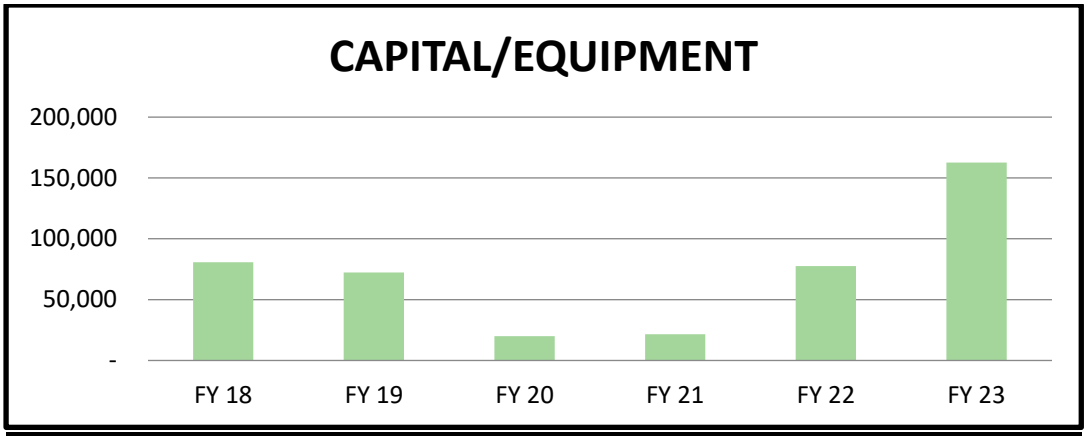
- **Training/Travel ($209,100):** Much of the training budget is a result of new hires attending the fire and police academies, telecommunicator training, and the myriad of other required public safety and other training.

- **Maintenance – Equipment ($201,880):** Because the City lacked the capital needed to properly address fleet replacement over the past decade, costs associated with vehicle maintenance have recently been about $145,000 a year. In 2023, the $60,000 annual maintenance costs of police body cameras have been moved from the Capital Projects Fund to the General Fund.



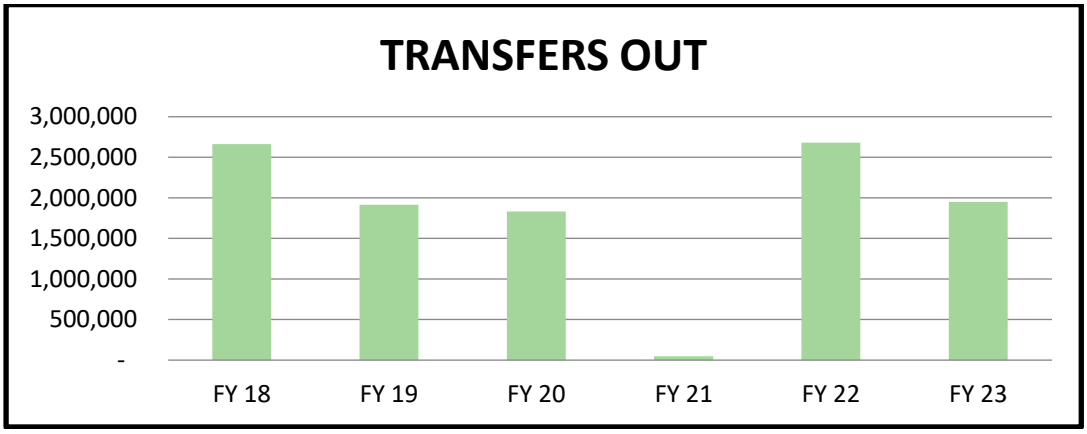
Capital/Equipment

In FY 2023, the City has budgeted $162,650 for minor equipment within the General Fund budget. Items in this category include capital items with a value of more than $5,000 but less than $10,000. Items with a value in excess of $10,000 are budgeted in the Capital Equipment Replacement Fund (Fund 420).



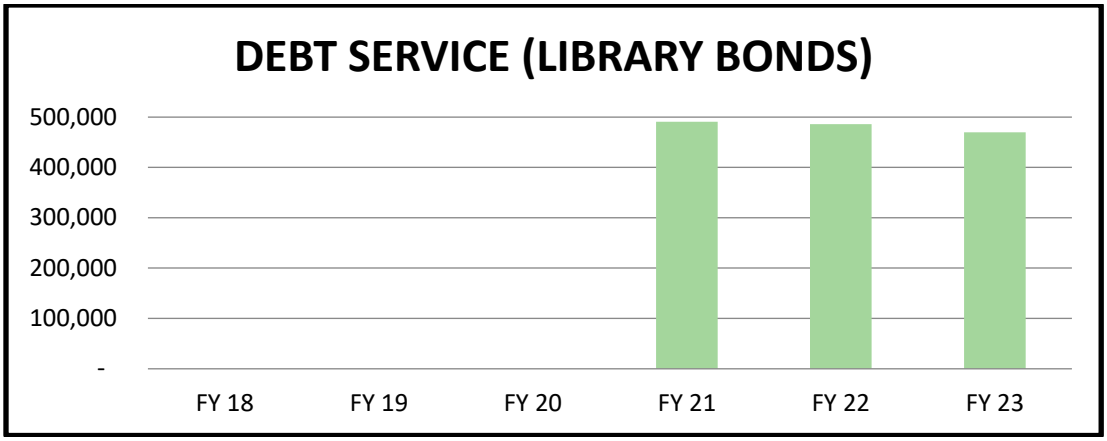
Transfers Out

Transfers of funds from the General Fund to other City funds is represented in this category. Due to the issuance of the GO Refunding Bond, Series 2020, the City "scooped and tossed" the payments that would have been due in 2021 and deferred them until FY 2028, FY 2029 and FY 2030. This was done to achieve some fiscal relief in the unknown COVID-19 economy and to take advantage of the favorable interest rate environment. Transfers Out in FY 2023 consist of $1,750,000 to the Debt Service Fund to make the annual principal and interest payments on the City's bond issues, as well as a $200,000 transfer to the Capital Equipment Replacement Fund.



Debt Service

The majority of the City's debt payments are paid from the Debt Service Fund, as noted above. However, the City also pays the principal and interest payments on the GO Bonds Series 2013A and GO Refunding Bonds Series 2022, which were issued on behalf of the Library to fund the Library's expansion project, and then to refund those bonds in 2022. The amount of principal and interest paid on these bonds is accounted for in this category.

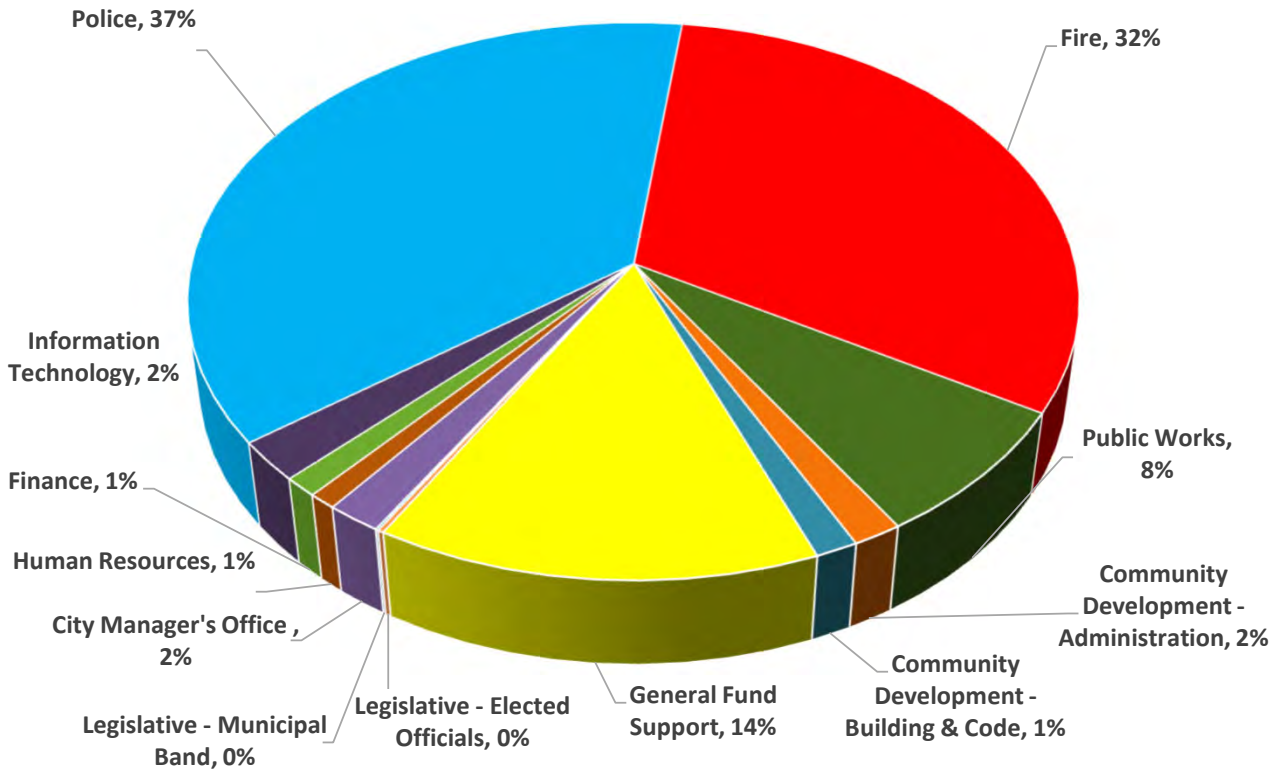


GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 100 - GENERAL FUND EXPENDITURES								
PERSONNEL								
41100	WAGES - FULL-TIME	14,697,074	14,708,122	16,180,051	15,484,192	17,854,296	1,674,245	10.35
41200	WAGES - PART-TIME	411,979	418,502	455,954	374,854	407,392	(48,562)	(10.65)
41300	WAGES - OVERTIME	2,112,903	2,067,563	1,585,900	1,701,723	1,500,400	(85,500)	(5.39)
41400	LONGEVITY PAY	122,371	108,366	109,747	100,296	113,880	4,133	3.77
41500	CLOTHING ALLOWANCE	104,012	99,305	123,061	107,919	129,222	6,161	5.01
41550	CAR ALLOWANCE	3,037	2,925	2,925	2,925	2,925		
41600	WELLNESS BONUS	4,200	139,467	7,800	145,000	280,000	272,200	3,489.74
41650	EDUCATION BONUS	4,875	4,875		5,000	5,000	5,000	
41700	DEFERRED COMPENSATION					208,864	208,864	
41800	HSA CONTRIBUTIONS					90,137	90,137	
42100	EMPLOYER PORTION FICA	485,607	480,983	589,996	502,244	625,697	35,701	6.05
42200	EMPLOYER PORTION IMRF	592,656	584,351	572,853	513,663	460,694	(112,159)	(19.58)
42300	EMPLOYER CONTRIB/PENSION	7,394,223	7,897,111	8,123,459	8,123,459	8,834,396	710,937	8.75
42500	RETIREE HEALTH INSURANCE	4,121,229	4,407,325	4,588,857	4,735,430	4,532,225	(56,632)	(1.23)
42600	WORKER'S COMPENSATION/LIABILITY IN	512,375	662,345	451,064	455,634	974,355	523,291	116.01
PERSONNEL		**30,566,541**	**31,581,240**	**32,791,667**	**32,252,339**	**36,019,483**	**3,227,816**	**9.84**
COMMODITIES								
51000	BOARDS & COMMISSIONS	3,260	3,410	4,135	1,525	800	(3,335)	(80.65)
51300	SUPPLIES/PARTS-BUILDINGS	26,940	46,066	26,492	34,730	32,525	6,033	22.77
51410	SUPPLIES/PARTS-STREETS	40,853		10,000	10,000	12,000	2,000	20.00
51430	SUPPLIES/PARTS-STORM SEWERS	7,975	10,132	24,815	22,000	25,000	185	0.75
51500	SUPPLIES/PARTS-EQUIPMENT	4,256	3,605	7,237	7,800	10,500	3,263	45.09
51600	SUPPLIES/PARTS-TECHNOLOGY	24,238	27,790	25,000	25,000	25,000		
51700	SUPPLIES/PARTS-VEHICLES	122,704	128,982	129,733	138,373	191,125	61,392	47.32
51997	STREETLIGHTS, PARTS	6,993	24,269	16,184	16,000	20,000	3,816	23.58
51998	TRAFFIC & STREET SIGNS	22,758			302	500	500	
51999	SUPPLIES/PARTS-TRAFFIC SIGNALS	28,211						
52000	OFFICE SUPPLIES	17,847	14,611	16,065	18,782	21,250	5,185	32.28
52500	JANITORIAL SUPPLIES	15,119	12,741	15,859	16,404	17,360	1,501	9.46
52600	PATROL SUPPLIES & EQUIPMENT	59,220	56,863	56,675	66,300	94,800	38,125	67.27
52700	INVESTIGATION SUPPLIES & EQUIPMENT	13,504	11,614	8,075	9,925	14,375	6,300	78.02
52800	FIREFIGHTING SUPPLIES & EQUIPMENT	9,481	14,210	21,101	48,474	60,000	38,899	184.35
52900	AMBULANCE SUPPLIES & EQUIPMENT	62,226	45,077	38,856	55,114	45,000	6,144	15.81
53099	ACTIVITIES & SUPPLIES	492	850	1,232	970	1,100	(132)	(10.71)
53100	ICE/SNOW CONTROL SUPPLIES	93,216	705	1,618	1,618	3,000	1,382	85.41
53300	SMALL TOOLS & EQUIPMENT	12,165	13,110	11,905	12,914	12,900	995	8.36
54000	UNIFORMS/PROTECTIVE CLOTHING	30,086	63,507	39,984	67,760	44,850	4,866	12.17
55000	FUEL, OIL, & LUBRICANTS	163,340	247,460	281,366	329,134	353,534	72,168	25.65
58110	DUI FINES EXPENDITURES	1,047	810	10,700	4,100	6,600	(4,100)	(38.32)
58120	ANTI-CRIME EXPENDITURES		1,198	8,000	8,000	8,525	525	6.56
58130	CRIME LAB EXPENDITURES			1,025	1,025	1,125	100	9.76
58140	POLICE FORFEITURES EXPENDITURE	5,502	1,801	11,281	7,001	100	(11,181)	(99.11)
59999	COMMODITIES	2,713	2,879	3,000	3,300	3,750	750	25.00
COMMODITIES		**774,146**	**731,690**	**770,338**	**906,551**	**1,005,719**	**235,381**	**30.56**
CONTRACTUAL SERVICES								
61100	MAINTENANCE-GROUNDS	10,429	11,998	28,972	19,000	29,200	228	0.79
61300	MAINTENANCE-BUILDINGS	61,249	88,956	71,219	68,536	102,236	31,017	43.55
61400	MAINTENANCE-INFRASTRUCTURE	13,527	21,876	28,803	18,000	30,000	1,197	4.16
61420	MAINTENANCE-STREETS	2,250		11,062	13,775	11,500	438	3.96
61430	MAINTENANCE-STORM SEWERS	9,917		10,535	10,535	20,000	9,465	89.84
61450	MAINTENANCE-SIDEWALKS (50/50)					15,000	15,000	
61500	MAINTENANCE-EQUIPMENT	134,906	129,343	135,138	139,663	201,880	66,742	49.39
61599	WARNING SIRENS	6,720	6,960	7,164	7,200	7,500	336	4.69
61700	MAINTENANCE-VEHICLES	129,946	194,639	175,039	170,590	182,325	7,286	4.16
61800	MAINTENANCE-SOFTWARE	306,110	298,060	369,765	369,765	397,845	28,080	7.59
62099	PRINTED MATERIALS	24,248	27,457	25,859	31,082	30,000	4,141	16.01
62100	FINANCIAL SERVICES	31,353	37,114	38,030	34,098	43,824	5,794	15.24
62200	LEGAL SERVICES	178,249	176,173	185,000	170,193	159,000	(26,000)	(14.05)
62300	ARCHITECT/ENGINEERING SERVICES	48,348	1,000					
62400	TECHNOLOGY SERVICES	18,085	17,820	19,820	19,820	19,820		
62600	MEDICAL SERVICES	29,737	31,222	35,072	37,110	45,950	10,878	31.02
62700	HUMAN & SOCIAL SERVICES	134,000	150,000	200,000	200,000	200,000		
62800	UNEMPLOYMENT INSURANCE SERVICES	10,158	6,961	10,000	10,000	10,000		
62900	PERSONNEL RECRUITMENT SERVICES	34,225	50,978	55,000	55,000	75,000	20,000	36.36
63000	SPECIAL EVENT SERVICES	5,437	1,371	3,600	3,466	3,850	250	6.94
63100	FORESTRY SERVICES	53,001	113,227	100,000	125,000	100,000		
63150	50/50 TREE PLANTING					7,500	7,500	
63300	NUISANCE ABATEMENT SERVICES	295	(1,135)	9,000	7,800	9,000		
63400	SNOW REMOVAL SERVICES	31,388	76,388	80,000	27,338		(80,000)	(100.00)
63500	TOWING SERVICES	1,970	1,270	1,700	1,700	2,800	1,100	64.71

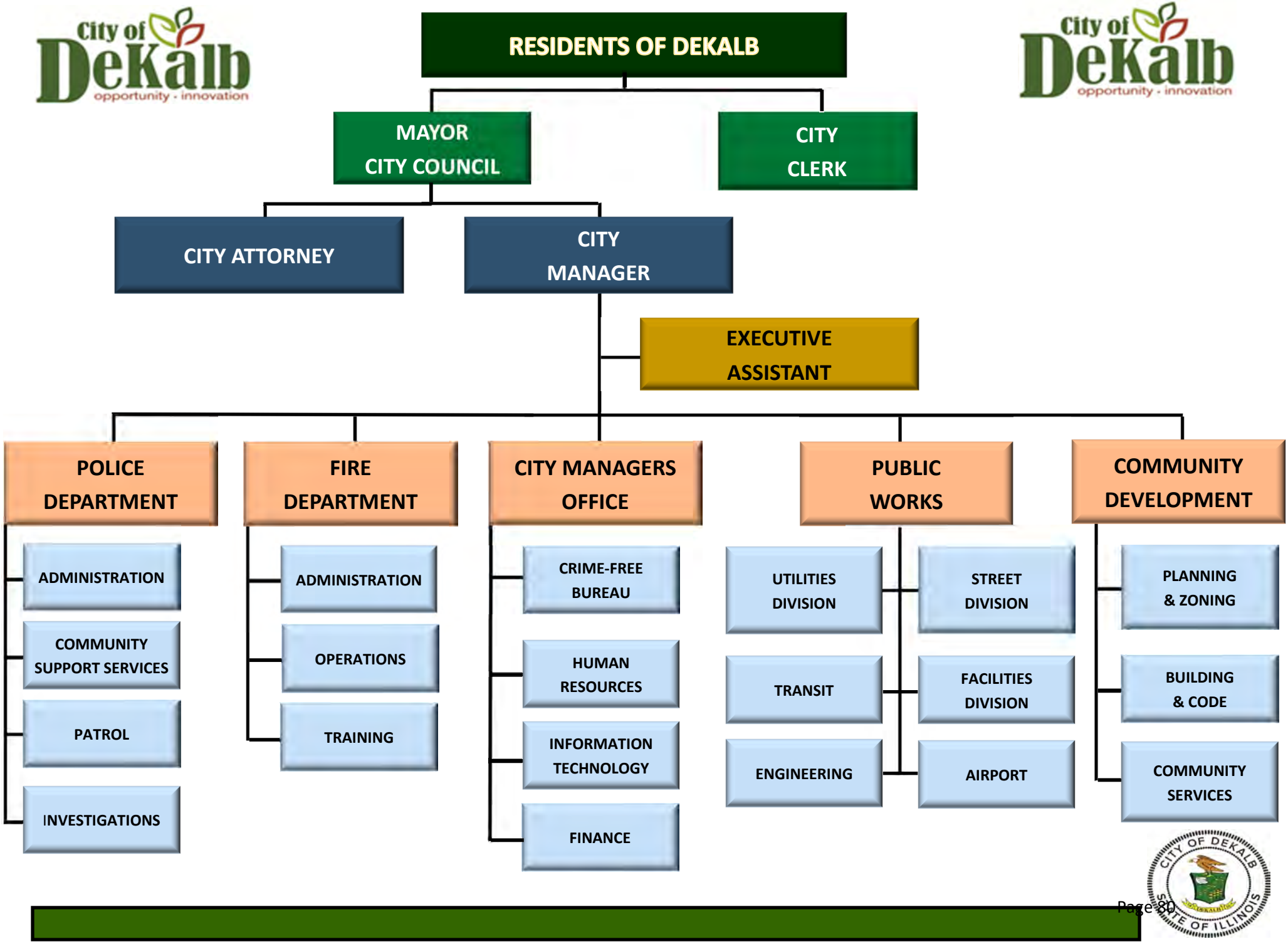
GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
63600	WEATHER SERVICES	3,384	3,456	3,371	3,371	3,800	429	12.73
63700	DEVELOPMENTAL SERVICES	106,000	105,000	110,000	110,000	140,000	30,000	27.27
63750	DEMOLITION SERVICES					50,000	50,000	
63800	CONTRACTED SERVICES	253,767	357,787	363,408	347,190	419,140	55,732	15.34
64000	UTILITIES	19,576	17,548	19,816	18,570	20,703	887	4.48
64100	ELECTRIC SERVICES	27,358	28,294	80,000	32,000	50,000	(30,000)	(37.50)
64500	TELEPHONE SERVICES	100,421	95,699	101,738	97,123	101,031	(707)	(0.69)
64600	CABLE/INTERNET SERVICES	1,131						
65100	FREIGHT & POSTAGE	1,171	21,381	20,879	21,498	21,775	896	4.29
65200	MARKETING ADS & PUBLIC INFO	70,012	1,779	2,288	1,890	2,600	312	13.64
65300	LEGAL EXPENSES & NOTICES	19,542	22,311	17,509	17,575	6,561	(10,948)	(62.53)
65400	TAXES, LICENSES, & FEES	3,429	13,304	12,643	2,850	12,089	(554)	(4.38)
65500	RENTAL-BLDG & EQUIP	1,543	1,138	1,475	10,900	1,500	25	1.69
66100	DUES & SUBSCRIPTIONS	23,025	24,573	25,882	29,096	30,119	4,237	16.37
66200	TRAINING/TRAVEL	75,907	128,187	156,364	135,852	209,100	52,736	33.73
66300	TRAVEL EXPENSES			1,000	500	500	(500)	(50.00)
66400	EDUCATION TUITION REIMBURSEMENT				100			
68750	TAX SHARING AGREEMENTS	1,567,783	1,639,010	1,717,956	1,315,909	1,368,971	(348,985)	(20.31)
69199	PRIV PROP REHAB / REDEVELOP				1,000,000			
69200	SURETY BONDS	70,000	62,150	67,317	67,320		(67,317)	(100.00)
69700	SPECIAL PROJECTS	15,922	26,179	21,726	21,486	40,000	18,274	84.11
CONTRACTUAL SERVICES		**3,635,519**	**3,989,474**	**4,324,150**	**4,772,901**	**4,182,119**	**(142,031)**	**(3.28)**
DEBT SERVICES								
75000	DEBT SERVICE - PRINCIPAL				325,000	375,000	375,000	
76000	DEBT SERVICE - INTEREST				160,750	94,599	94,599	
DEBT SERVICES					**485,750**	**469,599**	**469,599**	
EQUIPMENT								
86000	EQUIPMENT	6,616	3,699	9,800	57,050	93,500	83,700	854.08
86100	TECHNOLOGY EQUIPMENT	11,973	16,527	18,000	18,000	18,000		
86200	OFFICE FURNITURE & EQUIPMENT	420	944	1,500	1,302	24,150	22,650	1,510.00
86300	TELEPHONE & RADIO EQUIPMENT	913	385	4,200	1,200	27,000	22,800	542.86
EQUIPMENT		**19,922**	**21,555**	**33,500**	**77,552**	**162,650**	**129,150**	**385.52**
TRANSFERS OUT								
91130	TRANSFER TO GEMT FUND			800,000	800,000		(800,000)	(100.00)
91300	TRANSFER TO DEBT SERVICE FUND	1,778,985		1,880,280	1,880,280	1,750,000	(130,280)	(6.93)
91400	TRANSFER TO CAPITAL PROJECTS FUND		22,500					
91420	TRANSFER TO CAPITAL EQUIPMENT FUNI	1,700	25,000			200,000	200,000	
91650	TRANSFER TO AIRPORT FUND	51,000						
91900	TRANSFER TO LIBRARY FUND		490,625	495,000			(495,000)	(100.00)
TRANSFERS OUT		**1,831,685**	**538,125**	**3,175,280**	**2,680,280**	**1,950,000**	**(1,225,280)**	**(38.59)**
TOTAL EXPENDITURES - GENERAL FUND 100		**36,827,813**	**36,862,084**	**41,094,935**	**41,175,373**	**43,789,570**	**(2,694,635)**	**6.56**

General Fund
Expenditure Summary by Department

Department	2022 Budget	2023 Budget	% Change	$ Change
Legislative - Elected Officials	$ 85,104	$ 86,075	1.14%	$ 971
Legislative - Municipal Band	41,088	41,088	0.00%	-
City Manager's Office	757,102	776,932	2.62%	19,830
Human Resources	324,037	396,362	22.32%	72,325
Finance	466,125	491,335	5.41%	25,210
Information Technology	900,022	1,008,510	12.05%	108,488
Police	14,950,733	16,309,148	9.09%	1,358,415
Fire	13,012,816	13,805,103	6.09%	792,287
Public Works	3,206,768	3,343,661	4.27%	136,893
Community Development - Administration	604,349	697,090	15.35%	92,741
Community Development - Building & Code	718,196	604,461	-15.84%	(113,735)
General Fund Support	6,028,595	6,229,805	3.34%	201,210
Total	**$ 41,094,935**	**$ 43,789,570**	**6.56%**	**$ 2,694,635**



CITY OF DEKALB ORGANIZATIONAL CHART



Legislative

Department Introduction

The Legislative Department encompasses all activities of the City Council, which is the primary governing and policy-making body of the City. The City Council is elected for staggered four-year terms and is comprised of the Mayor, who is elected at-large, and seven Aldermen, who are elected by wards. The City Council conducts regular meetings and Committee of the Whole meetings on the second and fourth Mondays of each month.

The City Clerk is also included in the Legislative Department. The City Clerk is elected at-large for a four-year term and is responsible for noting the voting record at City Council meetings, preparing minutes of City Council meetings, attesting the Mayor's signature, and applying the City Seal to ordinances, resolutions, and agreements. In the absence of the City Clerk or at the direction of the Mayor and City Council, the Executive Assistant assumes all of these functions.

All elected officials of the City are considered part-time and are compensated annually in an amount established by the DeKalb Municipal Code. The compensation of our elected officials for FY 2023 is shown below:

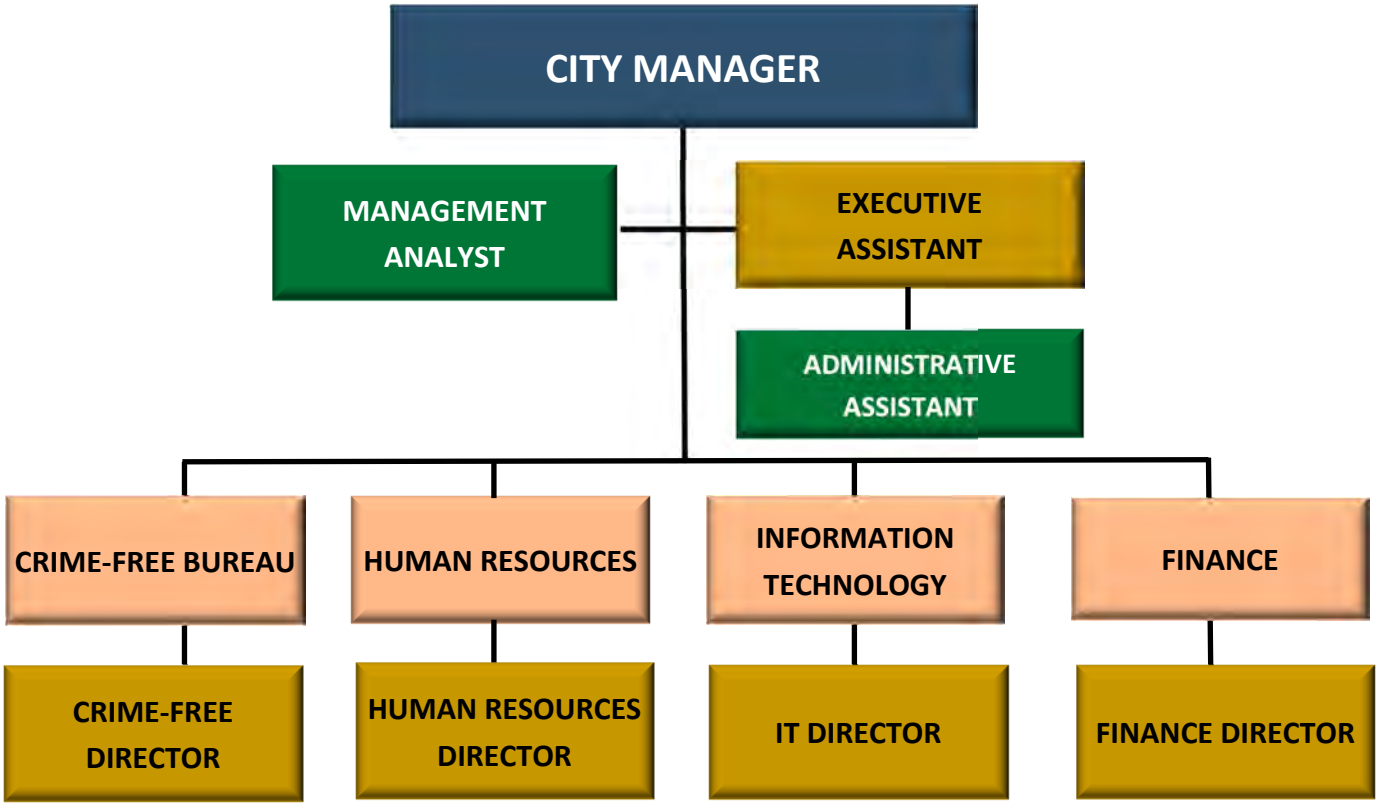
- Mayor $22,500
- Council Member $5,400
- City Clerk $8,000

The Legislative Department also includes funding for the DeKalb Municipal Band. The Band started in 1854 as the "DeKalb Silver Cornet Band" and it has existed continuously since that date making it the longest continuously serving municipal band in the State of Illinois.

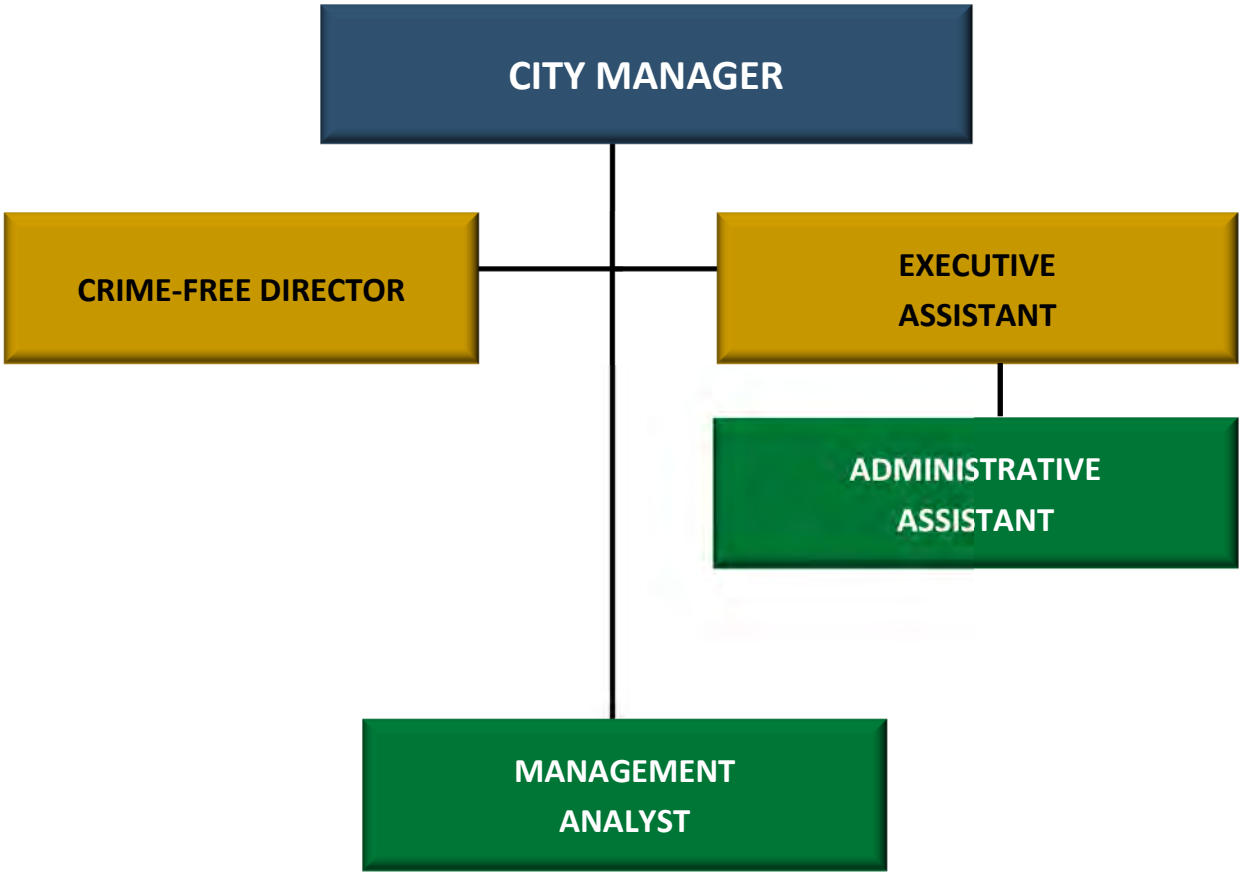
GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
PERSONNEL								
100-10-10-41200	WAGES - PART-TIME	64,886	64,886	64,885	64,885	68,300	3,415	5.26
100-10-10-42100	EMPLOYER PORTION FICA	4,965	4,965	4,964	4,964	5,225	261	5.26
PERSONNEL		69,851	69,851	69,849	69,849	73,525	3,676	5.26
COMMODITIES								
100-10-10-52000	OFFICE SUPPLIES	559	946	610	575	1,000	390	63.93
100-10-10-53099	ACTIVITIES & SUPPLIES	191	29					
COMMODITIES		750	975	610	575	1,000	390	63.93
CONTRACTUAL SERVICES								
100-10-10-62099	PRINTED MATERIALS	68	184		100			
100-10-10-64500	TELEPHONE SERVICES	30	9					
100-10-10-65300	LEGAL EXPENSES & NOTICES	4,551	4,144	2,500	1,500	1,250	(1,250)	(50.00)
100-10-10-66100	DUES & SUBSCRIPTIONS	3,398	2,916	3,175	3,441	3,565	390	12.28
100-10-10-66200	TRAINING/TRAVEL	329	4,607	7,970	3,140	6,235	(1,735)	(21.77)
100-10-10-66300	TRAVEL EXPENSES			1,000	500	500	(500)	(50.00)
CONTRACTUAL SERVICES		8,376	11,860	14,645	8,681	11,550	(3,095)	(21.13)
Dept 10-10 - LEGISLATIVE - ELECTED OFFICALS		**78,977**	**82,686**	**85,104**	**79,105**	**86,075**	**971**	**1.14**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
CONTRACTUAL SERVICES								
100-10-11-63800	CONTRACTED SERVICES	43,250	41,088	41,088	41,088	41,088		
CONTRACTUAL SERVICES		43,250	41,088	41,088	41,088	41,088		
Dept 10-11 - LEGISLATIVE - MUNICIPAL BAND		**43,250**	**41,088**	**41,088**	**41,088**	**41,088**		

CITY ADMINISTRATION ORGANIZATIONAL CHART



CITY MANAGER'S OFFICE ORGANIZATIONAL CHART



City Manager's Office

Department Introduction

The City of DeKalb has operated under the Council-Manager form of government since 1961. Within this system of local government, the City Manager is the chief operating and administrative officer. All policymaking is performed by the elected Mayor and City Council (the "corporate authorities"), and the City Manager is responsible to the Council for the proper management and execution of all Council policies. The City Manager appoints and removes all officers, department heads, and employees of the City, with the exception of those who fall under the authority of the Fire and Police Commission.

The City Manager's Office is responsible for coordinating the daily operations of all municipal departments. The City Manager has the authority to serve as acting department head during any department head vacancies or delegate such responsibilities. The authority of any department head or subordinate employee is derived from the authority of the City Manager and is subject to the oversight and supervision of the City Manager. In FY2023 as in FY2022, FY2021, FY2020, and FY2019, the City Manager will serve as the community development director and the public works director.

The City Manager's Office is also responsible for a broad range of administrative duties. These include records management, which involves preparing, maintaining, and retaining many of the City's records, such as City Council minutes, ordinances, resolutions, agreements, contracts, leases, bonds, deeds, easements, permits, and petitions, as well as assisting with administering the oaths of appointed and elected officials. The City Manager's Office prepares ordinances and resolutions for City Council meetings; prepares and distributes City Council agendas as well as agendas for the TIF Joint Review Board, Finance Advisory Committee, Human Relations Commission, and various volunteer committees. The Office is responsible for updates to the Municipal Code. The Office also serves as an alternate registrar for the County Clerk by registering voters and assisting with petitions from candidates for all City elections.

The City Manager's Office oversees the City's mass communication and community engagement efforts, which include administration of the City's website, social media platforms, employee intranet, and community e-newsletter. The City Manager's staff manage all Freedom of Information Act (FOIA) requests except for those submitted to the Police Department and are responsible for coordination with department representatives to ensure FOIA responses are made to the requestors in a timely manner. Most of the FOIA duties fall to the Management Analyst position within the City Manager's Office.

The City Manager's Office supports the work of the contracted City Attorney to prosecute all ordinance and code violations in court and in the administrative hearing process. The Office maintains all files related to current ordinance violations and administrative hearing cases, in addition to documenting and recording all liens or release of liens for properties within the City. The Office also maintains all files relating to pending City litigation in claims where the City Attorney represents the City's interest and coordinates the City's efforts in furtherance of such litigation. Office staff manage all primary interaction with the City's various insurers, including insurance renewal, claim submission, coordination of defense of claims, pre-litigation efforts to collect on damages owed to the City for property damage or subrogation related matters, and insurance coverage issues. The Office also conducts a preliminary review of all claims

brought against the City, in evaluating whether to accept or reject such claims, or whether to submit them to the City's insurers. The Office manages all bankruptcy filings, class action filings and related matters pertaining to City contractors, utility customers and other parties with whom the City has a contractual relationship. Further, the Office manages interaction with any state or federal agencies in any administrative or adjudicative proceedings.

The City's Finance office, Human Resources, and IT functions also fall within the City Manager's Office and their functions are detailed in the pages that follow. Finally, and very importantly, the City's economic development and business attraction efforts are led by the City Manager. The development of new industrial and commercial businesses including the Ferrara Candy Company, Facebook, Amazon and Project "Wildcat" and their ongoing, phased development will continue to require the City Manager's abiding attention in FY2023. The redevelopment of the City's downtown core with the assistance of the City's tax increment financing (TIF) program has also been an abiding interest of the department for several years and will continue to be now that TIF #1 has expired and TIF #3 has become the principal focus of City financial assistance to eligible private redevelopment initiatives.

FY2022 Accomplishments

Appointment of New Fire Chief: On April 11, 2022, the City Manager appointed Mike Thomas as the full-time, permanent Fire Chief in the City of DeKalb. The appointment caps a long and extraordinary career with the DeKalb Fire department. Mike was hired as a Firefighter/Paramedic in July 1995. In September 2009, Mike was promoted to Lieutenant/Paramedic and in April 2016 he was promoted to Captain/EMT-B. In July 2019 Mike was promoted to Battalion Chief/EMT-B and on October 17, 2021 he was appointed Deputy Chief of Fire Operations, followed by his elevation to acting Chief in November 2021 upon the retirement of Jeff McMaster.

Appointment of Deputy Fire Chief of Operations: On May 29, 2022, the City Manager appointed Don Faulhaber as Deputy Chief of Fire Operations to fill the vacancy created when Mike Thomas was promoted to Fire Chief. Don's original date of hire with the DeKalb Fire Department was February 20, 1995 and his history of accomplishment is as deep as the length of his tenure.

Appointment of Deputy Fire Chief for Training: On October 31, 2022, Jim Carani officially assumed the position of Deputy Fire Chief for Training, to fill the position vacated by Bart Gilmore upon his assumption of Deputy Chief duties in the City of Sycamore.

Appointment of New Finance Director: Carrie Dittman was appointed Finance Director, effective January 3, 2022. Carrie arrived with over twenty years of experience in municipal finance, including seven years as the Director of Finance with the Village of Willowbrook and 15 years of experience as an audit manager with Sikich LLP. She brought extensive knowledge of generally accepted accounting principles and immediately became an integral part of the City's finance operations.

Creation of a New Crime-Free Bureau: On September 26, the Council considered a recommendation from the City Manager to create a new Crime-Free Initiative. The initiative was prompted by a summer of numerous weapons-related offenses and citizen complaints culminating in a series of senseless and tragic shootings on three consecutive days in late August. After considerable public input, the City Council directed the City Manager to return with an ordinance revision to replace the current "three-strike" system of crime-free housing provisions generally adopted in 2013 with a new system that would (a) compress the period required to establish a pattern of unlawful conduct in a city rental unit; (b) initiate

the City's involvement once any illegal activity is identified by responding Police officers, whether or not an arrest is made on the spot; and (c) impose very stiff fines on those landlords or managers without an affirmative defense as to why their rental units were the location of unlawful offenses. After follow-up and collaborative meetings with members of the DeKalb Area Rental Association (DARA) and a number of revised drafts, a revised ordinance creating the new Bureau was approved on October 24. The new Crime-Free Director, former Police commander Bob Redel, will begin his duties on November 27, 2022 upon his retirement from the Police Department.

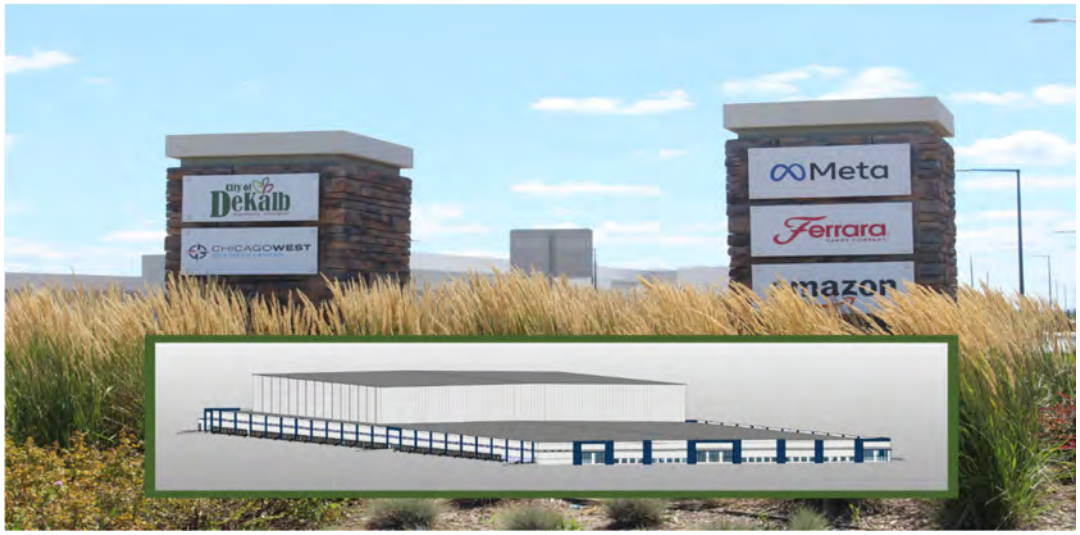
Management of the City's TIF Program: On December 31, 2021 the Central Area Tax Increment Financing Redevelopment Area (TIF #1) was terminated according to the provisions of Ordinance 2021-043. The termination followed the consensus of the TIF Joint Review Board whose participating governmental bodies reached agreement on an intergovernmental agreement dated November 15, 2020 that directed the termination by 12/31/2021. The management of the existing TIF#3 falls to the City Manager's Office. In FY2022, the biggest project was the reconfiguration of the downtown streetscape (E. Lincoln Highway between First and Fourth Streets).

Annie Glidden North Redevelopment: With ARP funds and other resources to continue and intensify redevelopment, the City Manager led the City staff in the relocation of all Hunter Hillcrest tenants within six months by early April, and the demolition of the Hunter Hillcrest complex quickly followed the Council meeting of May 9, with completion and ground restoration by the end of June. Additionally, planning began on the reconfiguration of Edgebrook and Kimberly Drives to calm traffic and achieve safer public space for fraternities and sororities to interact. Both streets will have cul-de-sacs to prevent through traffic, with subtle turn-around space for cars and commercial vehicles. The Edgebrook project will be completed by Thanksgiving 2022, and the Kimberly project will begin in the spring of 2023.

Downtown Streetscape Upgrade and Reconfiguration: The project was substantially complete by the Corn Fest in late August, and special storm water catch basin grates backordered for months were delivered in late October and installed during the first week of November.

Collective Bargaining: The City Manager led the management team in the renegotiation of the City agreement with AFSCME Local 813 as well as the renegotiation of the City agreement with the Illinois Fraternal Order of Police Labor Council (Lodge 115).

ChicagoWest: The development of the Facebook, Ferrara and Amazon sites has generated market interest in this business park and surrounding area, and influenced the decision of Project Wildcat to commit to the development of the remaining 160-acre parcel between the Amazon site and Peace Road, north of Gurler Road. Project Wildcat was entitled in August 2022 and will include three lots: Lot 1 (86.6 acres) will contain an approximately 1,240,000 square foot distribution building which will be the focus of the first phase of development. Lot 2 will contain a second building to be constructed in two phases for a total of an additional 936,000 square feet. Project Wildcat will feature distribution, packaging, and storage space plus accessory uses. Lot 3 comprises 2.1 acres at the southeast corner of the 160-acre parcel and will feature a ComEd substation. The distribution building is expected to be fully operational by the first quarter of 2025.



Park 88: The City Manager is assisting the Park's ownership group in the attraction of new business to several prime infill lots suitable for large-scale distribution and manufacturing.

Comprehensive Land Use Planning: The City Manager and Planning Director Dan Olson led the Planning & Zoning Commission and community through a series of open house and more formal meetings to develop a Comprehensive Plan Update in 2022. The Update was approved by the Council on August 22, 2022. The planning landscape was particularly rich given the lively commercial and industrial interest in our community.

Financial Planning: The City Manager presented a revised, multi-year financial plan to the Council and Finance Advisory Committee on March 14, 2022. The Draft 2022-2024 Financial Plan was supported by the Council which welcomed its benchmarking of DeKalb's economic metrics with other northern Illinois communities, and its policy-related considerations including property tax relief.

Belonging: A vitally important feature of DeKalb's social and intellectual landscape in the past 18 months has been the rise of the Belonging movement. The murder of George Floyd in 2020 engendered a national conversation focusing on continuing obstacles to racial equity and social justice. The conversation was taken up by the DeKalb community in the streets, in parks, in churches, in schools, and in municipal public meetings. Significant steps were taken by the DeKalb City Council and administration to bring more transparency and accountability to law enforcement policies and practices, to address public safety issues in certain large apartment complexes, and to build hope out of intense community engagement and action in 2022. Substantive steps toward sustained engagement will be undertaken in 2023**.**

FY2023 Initiatives

The following highlights will look familiar after reading through the FY2022 Accomplishments. Pursuant to the City Council's direction, the "main thing" in terms of top objectives for the City government in 2023 remain economic growth in a business-friendly environment, crime prevention and safe neighborhoods, property tax relief, and the encouragement of social justice initiatives.

ChicagoWest Business Park: The development of the Project Wildcat site is expected to begin in the early part of the second quarter of 2023. Additionally, it is likely that Project Wildcat's interest in a rail spur will prompt City and State collaboration in the pursuit of federal funding support for the substantial private investment necessary to build such infrastructure.

Park 88: Project Verdant has secured 15.6 acres on Macom Drive in the Park 88 Business Park and intends to develop a production facility that will be revealed in more detail in the first quarter of 2023. Additionally, Park 88 has been a focal point for several larger production facilities as they narrow their search for attractive sites in the upper Midwest.

AGN Redevelopment: In the Fall of 2022, a number of listening sessions were conducted by the City Council and by the Opportunity DeKalb Board. The Council will expect a request for proposals to be circulated in the first quarter of 2023 to test the market for comprehensive development proposals for the 4.87 acre "L"-shaped property owned by the City at the corner of Blackhawk and Hillcrest. To date, the City has invested over $2.5 million in assembling and clearing those acres for redevelopment.

Collective Bargaining: Before the one-year collective bargaining contract with FOP Lodge 115 expires at the end of 2023, the City Manager's office will need to engage the FOP membership in collective bargaining.

TIF #3: Additional Architecture Improvement Program ("AIP") grants are likely to be brought to the Council. A total of $100,000 has been allocated for that purpose.

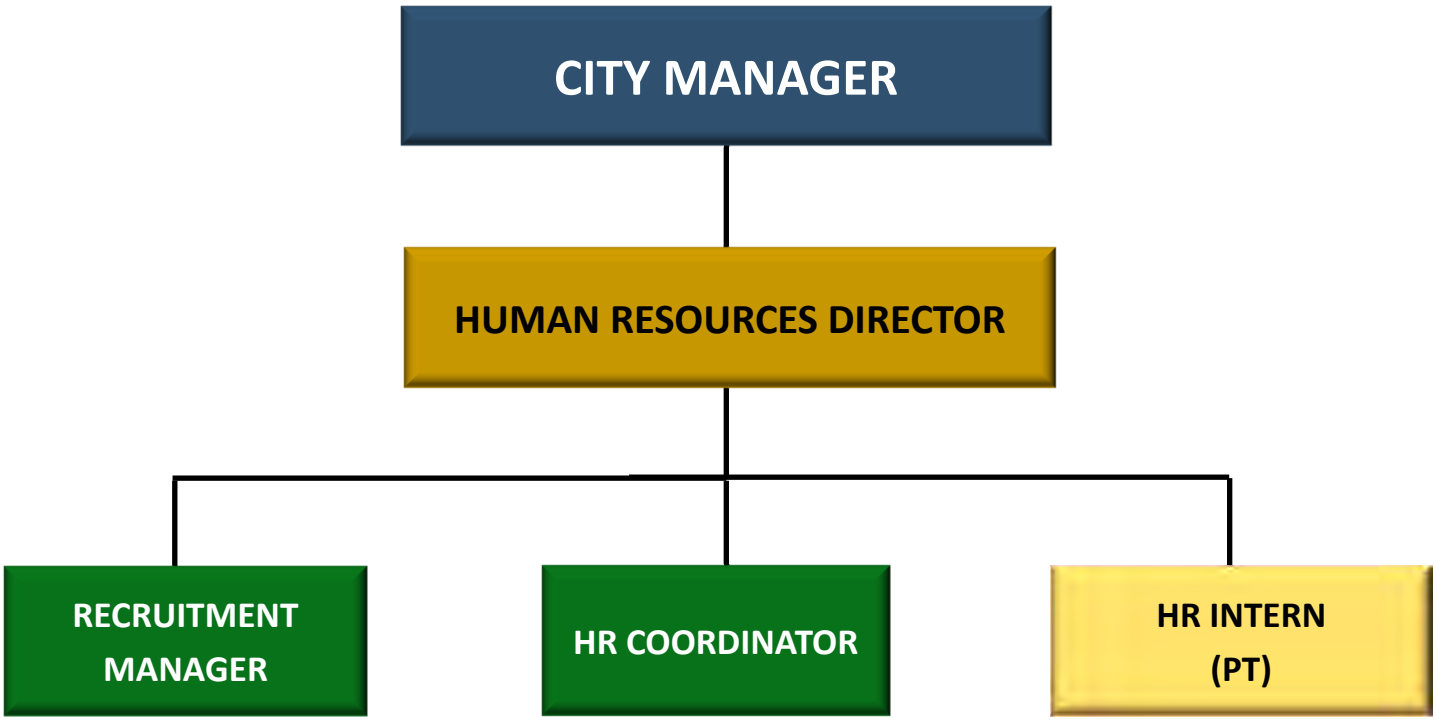
Crime-Free Bureau: The new Crime-Free Bureau Director will very actively engage local landlords with rental properties of all sizes to explain the new program, develop a practical inventory that includes contact information for all owners and property managers, and work closely with the Police Department to identify locations with a pattern of unlawful activity.

City/NIU Collaboration: The City Manager will work closely with Mayor Barnes to identify additional ways in which the City departments and NIU Colleges and Administration can work cooperatively to continue building a welcoming "college-town" atmosphere.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 15-12 - CITY MANAGERS OFFICE - ADMINISTRATION								
PERSONNEL								
100-15-12-41100	WAGES - FULL-TIME	388,037	395,339	379,402	323,259	434,329	54,927	14.48
100-15-12-41200	WAGES - PART-TIME	14,291	310					
100-15-12-41300	WAGES - OVERTIME		160	1,200	720	1,200		
100-15-12-41550	CAR ALLOWANCE	3,037	2,925	2,925	2,925	2,925		
100-15-12-42100	EMPLOYER PORTION FICA	28,678	28,366	28,497	23,393	33,222	4,725	16.58
100-15-12-42200	EMPLOYER PORTION IMRF	57,646	56,871	47,135	39,662	38,189	(8,946)	(18.98)
100-15-12-42500	EMPLOYEE HEALTH INSURANCE	52,705	74,747	69,336	69,336	77,137	7,801	11.25
100-15-12-42600	WORKER'S COMPENSATION/LIABILITY INSURA	1,074	655	946	5,516		(946)	(100.00)
PERSONNEL		545,468	559,373	529,441	464,811	587,002	57,561	10.87
COMMODITIES								
100-15-12-52000	OFFICE SUPPLIES	1,393	1,096	600	3,000	1,000	400	66.67
100-15-12-53099	ACTIVITIES & SUPPLIES	88	78	100	100	100		
COMMODITIES		1,481	1,174	700	3,100	1,100	400	57.14
CONTRACTUAL SERVICES								
100-15-12-62099	PRINTED MATERIALS	238	928	1,000	500	1,000		
100-15-12-62200	LEGAL SERVICES	178,249	176,173	185,000	170,193	159,000	(26,000)	(14.05)
100-15-12-63000	SPECIAL EVENT SERVICES	4,899	339	1,000	800	850	(150)	(15.00)
100-15-12-63800	CONTRACTED SERVICES		16,223	16,222		16,925	703	4.33
100-15-12-64500	TELEPHONE SERVICES	1,520	1,806	1,500	1,896	1,296	(204)	(13.60)
100-15-12-65100	FREIGHT & POSTAGE	141			50	100	100	
100-15-12-65200	MARKETING ADS & PUBLIC INFO	11,725	725	250	915	1,000	750	300.00
100-15-12-65300	LEGAL EXPENSES & NOTICES	10,490	13,904	9,750	11,950	1,000	(8,750)	(89.74)
100-15-12-66100	DUES & SUBSCRIPTIONS	1,870	2,872	2,039	2,358	2,459	420	20.60
100-15-12-66200	TRAINING/TRAVEL	1,417	376	200	200	200		
100-15-12-69700	SPECIAL PROJECTS	3,773	10,448	10,000	9,760	5,000	(5,000)	(50.00)
CONTRACTUAL SERVICES		214,322	223,794	226,961	198,622	188,830	(38,131)	(16.80)
Dept 15-12 - CITY MANAGERS OFFICE - ADMINISTRATION		**761,271**	**784,341**	**757,102**	**666,533**	**776,932**	**19,830**	**2.62**

HUMAN RESOURCES DEPARTMENT

ORGANIZATIONAL CHART



Human Resources Department

Department Introduction

The City's small but enormously productive Human Resources (HR) Department administers all aspects of personnel services, including recruitment, selection and retention, management of employee benefits programs, workers' compensation administration, occupational health and wellness programs, and participation in labor-management and contract administration for three bargaining units (AFSCME, FOP and IAFF). The HR Department is responsible for establishing, administering, and effectively communicating sound employment policies, rules, and practices that treat employees with dignity, respect, and equality. This occurs while maintaining the City's compliance with all employment and labor laws, management directives and labor agreements.

Additionally, the HR Department provides personnel management systems administration and employee orientation and training. HR also works to attract potential employees by disseminating employment information to colleges, universities, municipalities, and media as well as assisting prospective employees through the recruitment process. The HR Department also provides direct support and provides staff liaison to the Board of Fire and Police Commissioners.

FY 2022 Accomplishments

Sustainable Operations
• Successfully **filled 22 positions** through external hiring and internal promotions in the Community Development, Finance, and Public Works Departments ensuring continuity of operations. • Continued to enhance social media campaigns, expanded sourcing sites, and increased job fair participation to attract local talent and increase diversity in recruitment pools to fill open positions. • Collaborated with departments and applicable unions to update job descriptions as positions became available. Completed various job evaluations and ensured all essential functions and hiring requirements were updated and reflected in the role. Began work on updating all other job descriptions into the current format during the 3rd Quarter. • Completed a salary review on summer and intern positions to attract local talent in a competitive market. • Transitioned to a new workers compensation and liability carrier, implemented new practices, and began administration through new carrier while managing transition and pending cases with prior carrier. • Completed the biennial EEO-4 report during the 1st Quarter. • Served as an advisor to employees and supervisors on employee and labor relations issues. Acted as a liaison between employee and supervisor. Counseled supervisors on appropriate response and/or corrective action as necessary. • Coordinated on-site meetings for employees to meet with retirement vendors to set-up accounts and plan for retirement. • Met with long serving employees contemplating retirement to run projections and review benefit options.

- Continued the ongoing administration of all employee benefit programs. Assisted employees and retirees with insurance issues and worked with carriers on resolutions.
- Coordinated the transition of current library staff off the City's health insurance program.
- Continued to foster interest in City government with emerging professionals. Hired two grant funded interns through a partnership with Northern Illinois University.
- Ensured employees regulated under the Department of Transportation met all requirements and the City complied with all commercial driver's license and drug testing program requirements. Initiated a cost comparison study on CDL training options.
- Collaborated with Finance Department to ensure system changes were made to BS&A based on any changes to collective bargaining agreements or memoranda of understanding.
- Began precursory review of current personnel manual and benefits handbook reviewing applicable changes to laws and regulations.
- Revised employee annual sexual harassment training program for release during the 4th Quarter.
- Continued to review and implement updated COVID-19 safety protocols. Ensured appropriate care and time allocation for employees impacted by COVID-19.
- Set-up annual flu shot clinic for employees and retirees to held during 4th Quarter.

Public Safety

- Assisted in the recruitment and hiring of the Fire Chief and Deputy Fire Chief of Operations. Initiated recruitment processes to fill the next Deputy Fire Chief of Training and the newly created position of Director of Crime-Free Bureau during the 4th Quarter.
- Participated in the hiring of two administrative support positions within the Fire Department while ensuring continuity of operations.
- Successfully **hired and onboarded 8 new Firefighter/Paramedics** during the 1st and 2nd Quarter, achieving hiring goals and in alignment with the SAFER award.
- Continued hiring stages with candidates on the current Firefighter/Paramedic eligibility list. Began preparatory work on a new testing process and established a new list during 4th Quarter.
- Successfully **hired and onboarded 4 Entry Level Police Officers and 1 Certified Police Officer** ensuring continuity of operations.
- Completed an Entry Level and Certified Police Officer recruitment process and established new eligibility lists during 3rd Quarter to fill current and future vacancies.
- Initiated a new recruitment process during 2nd Quarter to fill current and future Telecommunicator openings. Based on industry workforce shortages, revised current recruitment processes to attract and respond to market competitiveness.
- **Filled 3 support functions in the Police Department including Records Supervisor, Telecommunicator, and Community Service Officer** through external hiring.
- Oversaw the promotions of 3 fire department employees to the rank of Battalion Chief, Captain, and Lieutenant/Paramedic and the promotion of 2 police department employees to the rank of Sergeant as determined by the Board of Fire and Police Commissioners rules and regulations.
- Began a new fire promotional examination process to establish an eligibility list for the promotion of fire personnel to the ranks of Captain and Battalion Chief during 3rd Quarter.
- Completed various comparable studies within public safety to ensure equity and market competitiveness to attract and retain talent while maintaining standards.

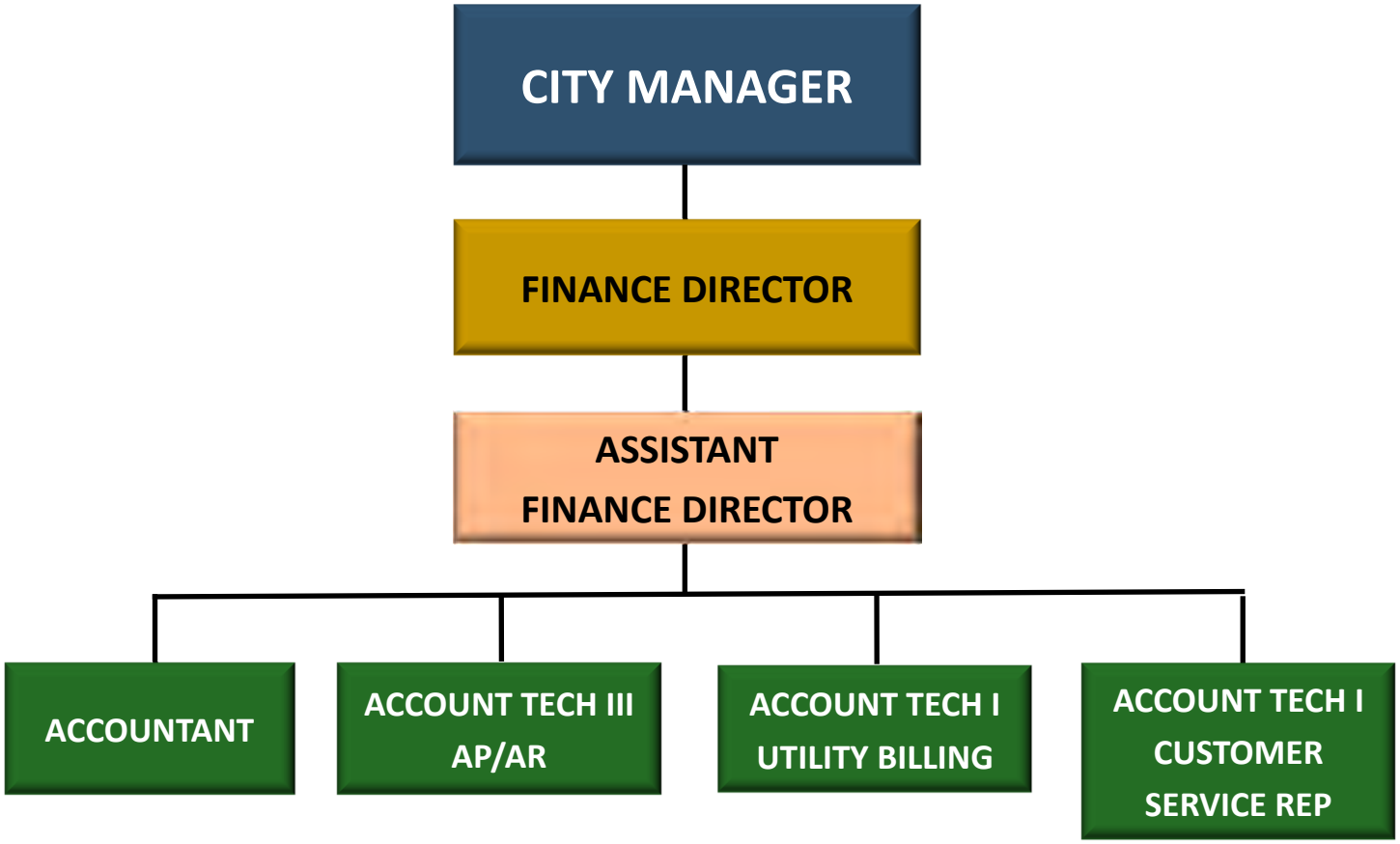
FY2023 Initiatives

Sustainable Operations
• Revise new employee orientation program to streamline processes. • Develop training for new supervisors on HR functions, regulatory requirements, and applicable roles. • Continue the audit of the employee personnel manual and benefits handbook and make any necessary updates. • Continue work on the job description project and updating all job descriptions to accurately reflect all duties and requirements. • Work with City Departments on the creation of a performance evaluation tool that sets clear, relatable performance expectations. • Complete a review of the City's salary administration program. • Review current employee assistance program and identify enhancements to programs and services.

Public Safety
• Continue the hiring and onboarding of new police officers and firefighter/paramedics to recruit diverse talent and achieve hiring initiatives. • Continue to test and interview telecommunicator applicants to sustain operations. • Collaborate with the Fire and Police Departments and look for opportunities to enhance local partnerships to expand interest in public safety positions. • Initiate a new police promotional examination process to establish an eligibility list for the promotion of police personnel to the rank of Sergeant.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 15-16 - CITY MANAGERS OFFICE - HR								
PERSONNEL								
100-15-16-41100	WAGES - FULL-TIME	129,389	96,278	143,990	147,693	200,280	56,290	35.61
100-15-16-41200	WAGES - PART-TIME	7,364	52,820	38,783	21,345	15,485	(23,298)	(27.45)
100-15-16-42100	EMPLOYER PORTION FICA	10,000	10,948	13,982	12,416	16,506	2,524	32.94
100-15-16-42200	EMPLOYER PORTION IMRF	19,432	19,653	21,136	20,194	17,444	(3,692)	(13.62)
100-15-16-42500	EMPLOYEE HEALTH INSURANCE	21,644	22,771	25,301	25,301	45,547	20,246	80.02
100-15-16-42600	WORKER'S COMPENSATION/LIABILITY INSURA	193	118	170	170		(170)	(100.00)
PERSONNEL		188,022	202,588	243,362	227,119	295,262	51,900	30.00
COMMODITIES								
100-15-16-51000	BOARDS & COMMISSIONS	735	735	1,135	1,000	800	(335)	(20.00)
100-15-16-52000	OFFICE SUPPLIES	72	934	1,115	800	425	(690)	(46.88)
COMMODITIES		807	1,669	2,250	1,800	1,225	(1,025)	(31.94)
CONTRACTUAL SERVICES								
100-15-16-62099	PRINTED MATERIALS		187	100	100	200	100	100.00
100-15-16-62600	MEDICAL SERVICES	3,141	4,853	5,750	5,750	6,950	1,200	20.87
100-15-16-62800	UNEMPLOYMENT INSURANCE SERVICES	10,158	6,961	10,000	10,000	10,000		
100-15-16-62900	PERSONNEL RECRUITMENT SERVICES	34,225	50,978	55,000	55,000	75,000	20,000	36.36
100-15-16-63000	SPECIAL EVENT SERVICES	538	1,032	2,600	2,600	3,000	400	15.38
100-15-16-64500	TELEPHONE SERVICES	889	1,189	1,475	1,475	1,475		
100-15-16-65100	FREIGHT & POSTAGE	98		150	150	300	150	100.00
100-15-16-65300	LEGAL EXPENSES & NOTICES	600		600	692	200	(400)	(71.10)
100-15-16-66100	DUES & SUBSCRIPTIONS	718	734	1,000	1,000	1,000		
100-15-16-66200	TRAINING/TRAVEL	2,809	168	1,750	1,000	1,750		75.00
CONTRACTUAL SERVICES		53,176	66,102	78,425	77,767	99,875	21,450	28.43
Dept 15-16 - CITY MANAGERS OFFICE - HR		**242,005**	**270,359**	**324,037**	**306,686**	**396,362**	**72,325**	**29.24**

FINANCE DEPARTMENT ORGANIZATIONAL CHART



Finance Department

Department Introduction

The Finance Department is responsible for the administration of all fiscal operations and maintenance of all accounting records for the City as well as providing "front counter" customer service at City Hall during regular business hours. The Department is dedicated to maintaining a fiscally sound government organization that adheres to legal requirements and financial management principles and applying such resources in a manner which is most beneficial to the residents and businesses of DeKalb.

Routine responsibilities of the Department include the following: cash and investment management, budgeting, auditing, debt administration, bi-weekly payroll processing, accounts payable/accounts receivable, utility billing, local tax collection and regulation, property tax levy preparation, and the auditing of Illinois Motor Fuel Tax funds.

The Department is dedicated to providing residents and businesses with exceptional government financial management. The Department's commitment to financial excellence has been recognized nationally by the Government Finance Officers Association (GFOA), which has presented the Department with the Certificate for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) and the Distinguished Budget Presentation Award.

FY 2022 Accomplishments

Hiring of a Finance Director: A new Finance Director was hired in late 2021 and began employment with the City on January 3, 2022. This fills a vacancy that had been created due to a prior restructuring of the Department, with oversight temporarily handled by the former Assistant City Manager and Assistant Finance Director. The Finance Director position had been vacant since mid-2017.

Retained a 25% General Fund balance reserve level: The City's fund balance policy, which is based on "Best Practices" formulated by the Government Finance Officers Association (GFOA), requires that the General Fund maintain a reserve level of 25% of annual expenditures. After a hardship year in 2018 when the City did not achieve the benchmark, the City made some extraordinary personnel adjustments and constrained department spending and exceeded the 25% mark in fiscal years 2019 – 2021. It is projected that the reserve will be met again in 2022 and 2023.

Grant Accounting: The Department streamlined the grant accounting of the City and created a centralized electronic file location for grant agreements and records. For the first time in several years, a comprehensive grant schedule as well as the Schedule of Expenditures of Federal Awards was prepared by staff with minimal adjustments by the audit team. In addition, the accounting and reporting of the $10.4 million American Rescue Plan Act (ARPA) and $2.7 million Staffing for Adequate Fire and Emergency Response (SAFER) grant was prepared by the Finance Department.

Annual City Financial Audit: The City obtained an unmodified opinion on the financial statements for the year ended December 31, 2021; in addition, the City was awarded the Certificate of Excellence in Financial

Reporting from GFOA for the year ended December 31, 2020, which was the 27th award the City has obtained; we are currently awaiting the results from our submission for December 31, 2021.

Annual City Budget: The City was awarded the Distinguished Budget Presentation Award from GFOA for the fiscal year January 1, 2022 – December 31, 2022, which was the 7th award the City has obtained. City staff have implemented many enhancements in the 2023 budget and looks forward to another successful submission.

Account Review/Internal Controls: The Director instituted a monthly review process over bank reconciliations, collateralization of accounts, monitoring cash balances to maximize earnings, and utility billing register review as well as implementing additional internal controls over existing processes. In addition, the payments to vendors were expedited by adjusting the accounts payable process to shorten the time between invoice entry, approval, and check disbursement.

Banking: Implemented Positive Pay over the City's bank accounts to mitigate the risk of fraud or loss over the disbursement function.

Series 2022 Refunding Bonds: On June 13, 2022, the City Council authorized the issuance of bonds to refund the existing General Obligation Bonds, Series 2013A (Library Bonds) to take advantage of the low interest rate environment. Aware that rates would be rising before the January 1, 2023 call date, staff and the bond advisors recommended a private placement and forward rate lock to secure the current low rates in advance; the official refunding transpired on October 4, 2022. The City lowered its interest rate and achieved a net present value savings of about $155,000 from the transaction.

FY 2023 Initiatives

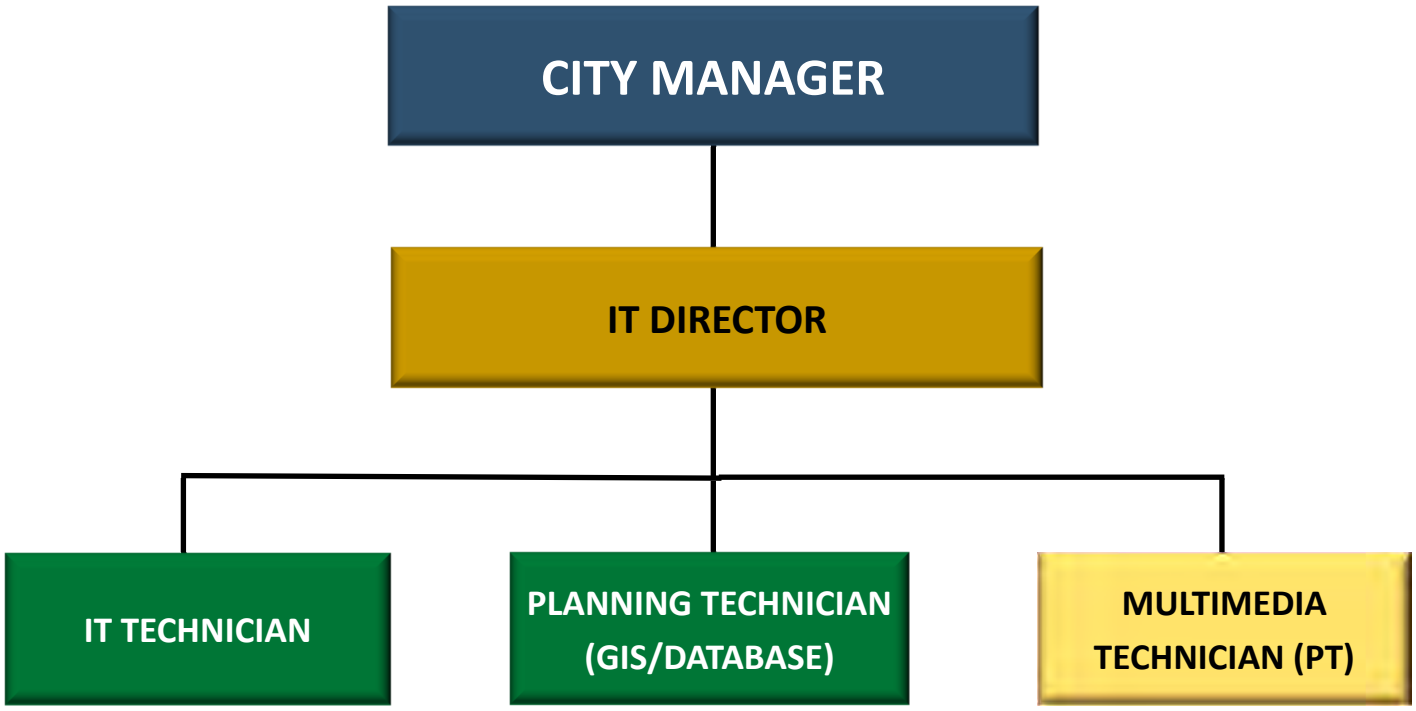
Increase the City's Bond rating: In October 2020, the City's bond rating was downgraded from A1 with a "negative outlook" to A2 by Moody's Investors Service based on the large pension liability the City has shown for the Police and Fire Pension Funds. The City's Budget Policy requires adequate funding of all pension plans and the City's actuary prepares the annual valuation and annual required contribution assuming **100% funding by 2040 under the Entry Age Normal actuarial cost method**, which is higher than the statutory minimum (90% by 2040). The City has been contributing the full annual contribution (or more) under this method since FY 2018. By utilizing a higher funding method, increasing the City reserves and reviewing all actuarial assumptions used to calculate the pension obligation annually, the City is hopeful it can push this rating back up to at least A1 in the next couple of years. Several key factors can help in the short run: maintaining the City's commitment to a 25% General Fund reserve ratio; reducing the City's debt; and expanding and diversifying the property tax base.

Achieving Greater Department Efficiencies: In 2023, the Department will continue to improve efficiencies and internal controls by reviewing and revising essential staff functions, streamlining routine processes, more efficiently utilizing existing technology and promoting staff growth through training opportunities.

Compilation of a Comprehensive Capital Improvement Program (CIP): In the past, the City was able to produce a 5-year CIP encompassing the capital needs of all City funds and departments. Due to a lack of staff, this has fallen by the wayside on a City-wide basis, although individual departments still maintain lists of future capital needs. The presentation of a comprehensive plan will highlight all needs and assist the City with recognizing and prioritizing the greatest needs with available resources.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 17-12 - FINANCE DEPARTMENT								
PERSONNEL								
100-17-12-41100	WAGES - FULL-TIME	148,620	159,383	266,585	279,095	302,986	36,401	13.65
100-17-12-41200	WAGES - PART-TIME	1,235						
100-17-12-41300	WAGES - OVERTIME	1,796	1,095	3,000	750	2,000	(1,000)	(33.33)
100-17-12-42100	EMPLOYER PORTION FICA	10,900	11,323	20,623	20,040	23,331	2,708	13.13
100-17-12-42200	EMPLOYER PORTION IMRF	22,295	23,339	33,132	34,099	24,431	(8,701)	(26.26)
100-17-12-42500	EMPLOYEE HEALTH INSURANCE	36,717	52,229	70,931	70,931	62,157	(8,774)	(12.37)
100-17-12-42600	WORKER'S COMPENSATION/LIABILITY INSURA	1,027	626	904	904		(904)	(100.00)
PERSONNEL		222,590	247,995	395,175	405,819	414,905	19,730	4.99
COMMODITIES								
100-17-12-52000	OFFICE SUPPLIES	3,895	1,212	2,700	2,700	2,700		
COMMODITIES		3,895	1,212	2,700	2,700	2,700		
CONTRACTUAL SERVICES								
100-17-12-61500	MAINTENANCE-EQUIPMENT	4,678	4,944	5,510	4,765	4,975	(535)	(9.71)
100-17-12-62099	PRINTED MATERIALS	4,987	4,132	4,390	4,250	4,250	(140)	(3.19)
100-17-12-62100	FINANCIAL SERVICES	31,353	37,114	38,030	33,348	42,824	4,794	12.61
100-17-12-63800	CONTRACTED SERVICES		39					
100-17-12-64500	TELEPHONE SERVICES				360	360	360	
100-17-12-65100	FREIGHT & POSTAGE		14,216	15,276	15,000	15,000	(276)	(1.81)
100-17-12-65300	LEGAL EXPENSES & NOTICES	1,233	1,328	1,859	2,233	2,286	427	22.97
100-17-12-66100	DUES & SUBSCRIPTIONS	500	500	895	918	805	(90)	(10.06)
100-17-12-66200	TRAINING/TRAVEL	70	144	790	1,255	2,030	1,240	156.96
CONTRACTUAL SERVICES		42,821	62,417	66,750	62,129	72,530	5,780	8.66
EQUIPMENT								
100-17-12-86200	OFFICE FURNITURE & EQUIPMENT		722	1,500	600	1,200	(300)	(20.00)
EQUIPMENT			722	1,500	600	1,200	(300)	(20.00)
Dept 17-12 - FINANCE DEPARTMENT		**269,306**	**312,346**	**466,125**	**471,248**	**491,335**	**25,210**	**5.41**

INFORMATION TECHNOLOGY ORGANIZATIONAL CHART



Information Technology Department

Department Introduction

Information Technology (IT) is responsible for the City's core technology and ensures data is collected, stored, protected and available for use by the City staff, elected officials, residents, businesses, and other stakeholders.

While IT does purchase, fix, and maintain computers, laptops, phones, servers and other electronic devices, the department does much more for the City organization. The first and foremost responsibility for IT is providing the capability to collect, protect, and allow access to data. Technology is the vehicle to provide City decision-makers access to data and IT strives to streamline that process, but also increase the amount of information available. IT is responsible for the confidentiality and integrity of the City's data through policy and technical performance. Additionally, IT facilitates and encourages collaboration and data sharing within the City and with external customers and agencies. IT also evaluates processes to find efficiencies to save the City money and time and to facilitate customer service.

The IT Department is constantly evaluating current processes, data collection and use, current technology, and service capabilities to increase efficiencies, assist stakeholders with better information, keep with evolving technology trends and ensure maximum "uptime" of our technology.

FY2022 Accomplishments

Enterprise software upgrade: Went live with both new Fire Department software ESO and a Community Development module in BS&A. Both upgrades will provide greater data and efficiencies for the departments. The Community Development module also provides an online portal for the public to submit requests for inspections and permit applications. This eliminates the need for the public to physically visit City Hall to get the permit and inspection process started for their project. The system also integrates with the City's online payment portal to improve the payment process. The Fire Department upgrades to ESO provided a tighter integration with Northwestern Medicine's system. Data is directly added to the ESO system from our CAD system. This eliminates the need for manual data entry in multiple systems.

Geographic Information Systems (GIS): The department worked with the City Manager and Planning Director on 2022 Comprehensive Land Use map and data for the Community Development department. The Department also implemented ESRI's ArcPro software which required reconfiguring the TIF, Ward, and other maps within GIS. Finally, the Department audited addresses for NICOR and ComEd.

Wireless upgrade: The internal wireless network throughout all seven city buildings was upgraded to provide better coverage, increased functionality, and security. This will allow devices to operate more efficiently with our enterprise applications across all departments.

Public Safety Upgrades: Configured and implemented new mobile computer terminals (MCT) and the video system in Police squads. MCTs provide essential information to Police officers while they are responding to calls for service. The Department also upgraded outdated equipment in the front-line Fire vehicles to provide better access to essential information. The importance of these devices continues to increase. Finally, external public safety cameras were added to enhance security in public spaces.

Infrastructure: Continued server and workstation upgrades of outdated equipment throughout the City. These upgrades provide greater efficiency for end users to accomplish their daily activities. Adding more storage to our systems has accommodated more data and images throughout all City departments. Also upgraded security systems at the Police Department building that control all devices at that building as well as at City Hall.

FY2023 Initiatives

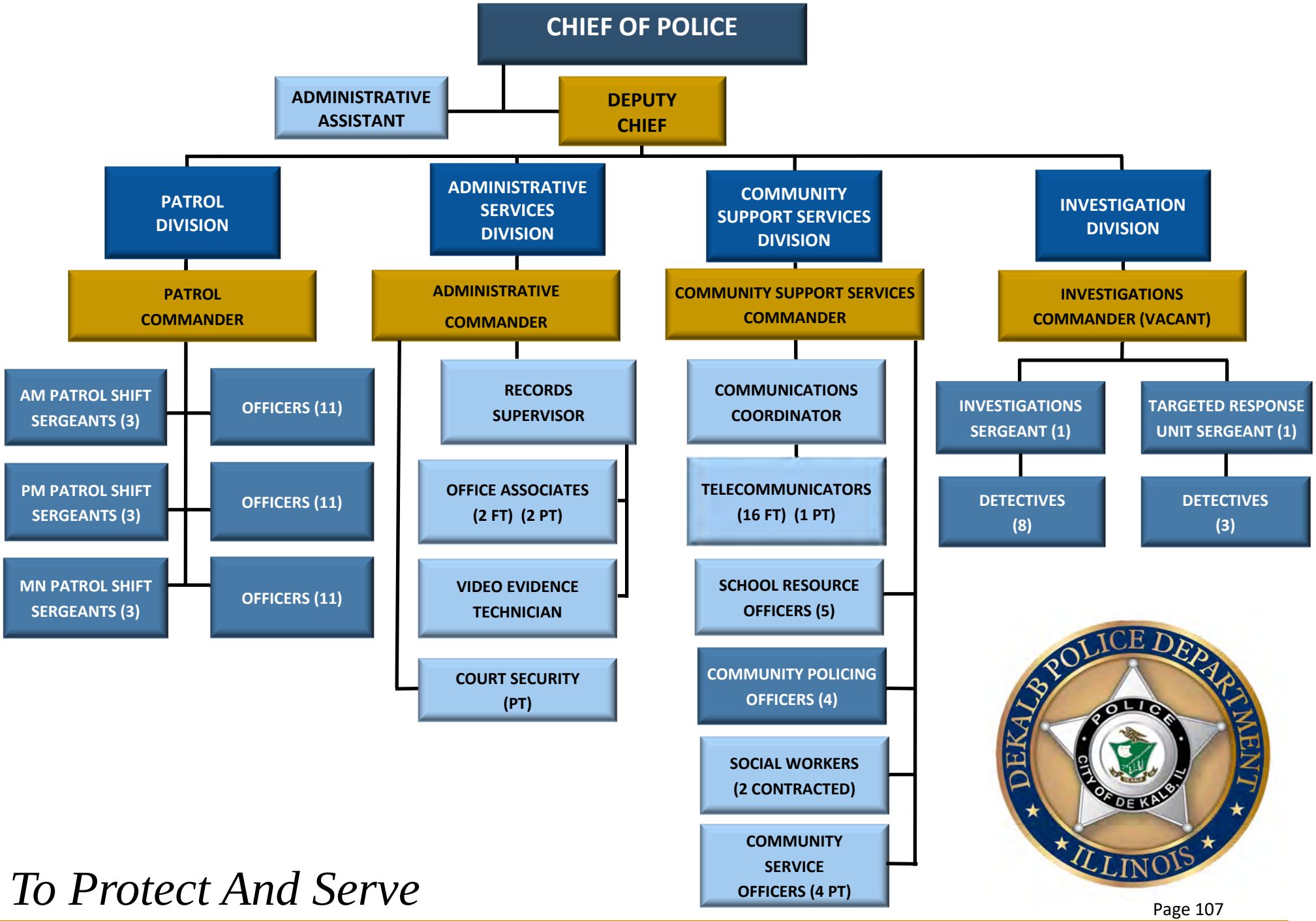
Geographic Information Systems (GIS): The Information Technology Department's largest GIS commitment for 2023 is more comprehensive online mapping. This will include more interactive maps with a greater amount of content for both people within the organization and the public. A major initiative to realize this commitment is to install Portal for ArcGIS, which controls data security for both internal and external users. An emphasis will be placed on using Story Maps to convey information in an easily consumable format on the internet so City staff can educate stakeholders on the City's initiatives, information, and resources. Enhanced data initiatives include adding building footprints, updating the tree inventory, and special use permits. The GIS will also be used as a repository for all zoning district ordinance changes, geographically linking PDFs of the approved City Council ordinances for easy retrieval.

Cybersecurity Enhancement: Cybersecurity is protecting networks, devices, and data from unauthorized access. It is the practice of ensuring confidentiality, integrity, and availability of information for all city employees. Our continued effort to harden our defenses for this activity is critical for the productivity of our users and the public. The cyber world is constantly changing, so the Department must continue to keep our end users trained so they are aware of the newest techniques being used. Keeping all hardware and software up to date with all security enhancements and patches is essential. Implementing endpoint management for all assets with be an important aspect of this enhancement.

Public Safety Upgrades: The Department will continue to improve equipment in the Police and Fire departments. This includes the addition of more public safety cameras and upgraded laptops for Police and Fire vehicles. The Department will also upgrade physical security at the three fire stations to integrate with our existing security system in the Police department and City Hall. This includes infrastructure upgrades to switch between buildings to provide better connectivity for enterprise applications. The Department will also start the process for a new computer-aided dispatch and records management system for the Police department. This will be an extensive process to analyze software options, determine time frames, and implement the solution that is ultimately chosen. This is the software that is used by the 911 dispatchers, Police officers, Police administration and in the field. The software also provides essential data for our ESO Fire system.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 19-19 - INFORMATION AND TECHNOLOGY								
PERSONNEL								
100-19-19-41100	WAGES - FULL-TIME	226,890	226,037	230,396	226,346	236,557	6,161	2.67
100-19-19-41200	WAGES - PART-TIME	9,180	8,048	15,375	9,865	15,759	384	2.50
100-19-19-41300	WAGES - OVERTIME	274		7,500		7,000	(500)	(6.67)
100-19-19-41400	LONGEVITY PAY	4,520	4,444	4,265	4,530	4,620	355	8.32
100-19-19-41500	CLOTHING ALLOWANCE	934	900	900	900	900		
100-19-19-42100	EMPLOYER PORTION FICA	17,407	17,289	19,771	17,401	19,725	(46)	(0.23)
100-19-19-42200	EMPLOYER PORTION IMRF	34,518	33,540	29,872	28,833	21,007	(8,865)	(29.68)
100-19-19-42500	EMPLOYEE HEALTH INSURANCE	43,646	46,184	46,316	46,316	45,230	(1,086)	(2.34)
100-19-19-42600	WORKER'S COMPENSATION/LIABILITY INSURA	2,498	1,523	2,200	2,200		(2,200)	(100.00)
PERSONNEL		339,867	337,965	356,595	336,391	350,798	(5,797)	(1.63)
COMMODITIES								
100-19-19-51500	SUPPLIES/PARTS-EQUIPMENT	2,379	2,630	4,000	4,000	4,000		
100-19-19-51600	SUPPLIES/PARTS-TECHNOLOGY	24,238	27,790	25,000	25,000	25,000		
100-19-19-52000	OFFICE SUPPLIES	786	485	450	450	500	50	11.11
100-19-19-53300	SMALL TOOLS & EQUIPMENT	182	308	270	270	300	30	11.11
100-19-19-55000	FUEL, OIL, & LUBRICANTS	123	163	175	350	200	25	14.29
COMMODITIES		27,708	31,376	29,895	30,070	30,000	105	0.35
CONTRACTUAL SERVICES								
100-19-19-61500	MAINTENANCE-EQUIPMENT	47,102	40,335	48,305	48,305	109,405	61,100	126.49
100-19-19-61800	MAINTENANCE-SOFTWARE	306,110	298,060	369,765	369,765	397,845	28,080	7.59
100-19-19-62099	PRINTED MATERIALS	7,173	6,044	8,000	8,000	8,000		
100-19-19-62400	TECHNOLOGY SERVICES	18,085	17,820	19,820	19,820	19,820		
100-19-19-63800	CONTRACTED SERVICES	28,443	17,825	23,302	23,302	45,052	21,750	93.34
100-19-19-64500	TELEPHONE SERVICES	17,445	15,412	22,000	22,000	22,000		
100-19-19-64600	CABLE/INTERNET SERVICES	1,131						
100-19-19-65100	FREIGHT & POSTAGE	75	86	250	250	250		
100-19-19-66100	DUES & SUBSCRIPTIONS	1,058	545	1,090	1,090	1,340	250	22.94
100-19-19-66200	TRAINING/TRAVEL			3,000	3,000	6,000	3,000	100.00
CONTRACTUAL SERVICES		426,622	396,127	495,532	495,532	609,712	114,180	23.04
EQUIPMENT								
100-19-19-86100	TECHNOLOGY EQUIPMENT	11,973	16,527	18,000	18,000	18,000		
EQUIPMENT		11,973	16,527	18,000	18,000	18,000		
Dept 19-19 - INFORMATION AND TECHNOLOGY		**806,170**	**781,995**	**900,022**	**879,993**	**1,008,510**	**108,488**	**12.05**

DEKALB POLICE DEPARTMENT ORGANIZATIONAL CHART



To Protect And Serve

Police Department

Department Introduction

The Police Department is responsible for serving and protecting residents, businesses, students, and visitors to our City. The Police Department seeks to employ effective policing strategies, develop community partnerships, and engage in the efficient deployment of resources to fulfill our vision and mission statements. The Police Department's Vision Statement is: "A city where our families, businesses, and culture prosper in an environment in which all people are treated with dignity, equity, and respect." The Department's Mission Statement is: "The members of the DeKalb Police Department are committed to reducing crime and enhancing the quality of life through an active partnership with our community." The spirit of belonging is consistent with the core mission, and the goal of the DeKalb Police Department is to assure every resident, student, and visitor to the City of DeKalb feels the spirit of belonging.

To realize this Vision and Mission the Department must work in partnership with their community. To this end, the Police Department embraces Community Policing, Community Engagement, Co-Policing, Intelligence-Driven Policing, and the best practices in proactive policing to reduce crime, improve public safety, and positively engage our residents, students, and visitors.

FY 2022 Accomplishments

Department Leadership: To fill a vacancy created by the retirement of Sergeant Todd Wells in the Investigations Division, Officer Kevin Ferrigan was promoted to Patrol Sergeant and Sergeant Kris Mecca (at right) transitioned from the Patrol Division to the Targeted Response Unit Sergeant. Additionally, Sergeant Keith Ehrke transitioned from the Targeted Response Unit to General Case Detective Sergeant. Also, Hannah Tomash was hired to fill a vacancy as Records Supervisor.

Staffing Increase: The Police Department was granted the approval to add five (5) Police Officers to increase overall sworn staffing to sixty-five (65) Police Officers. The Police Department is anticipating an additional five (5) Police Officers in 2023 to bring the sworn total to seventy (70).

Police Citizens Review Board: The Citizens Review Board became fully functional in 2022, with regular meetings occurring throughout the year that included training sessions conducted by the Police Department and the beginning of the Board's assessment of department operations and discipline.

License Plate Readers: The strategic deployment of License Plate Readers was accomplished in 2022 and has already enhanced public safety by detecting numerous stolen and felonious vehicles, leading to several successful apprehensions of criminals. Additional License Plate Readers are anticipated in FY2023.

Citizen Appreciation Ceremony: The DeKalb Police Department held its second Citizen Appreciation Ceremony in which citizens were commended for offering assistance to the Police Department. This will continue to be an annual event, as the Department looks forward to commending citizens for voluntary assistance rendered to the DeKalb Police Department.

Crisis Intervention Team Training: Over the past several years, the Police Department has participated in various behavioral health initiatives as part of the federal Police Mental Health Collaboration Program. Additional members of the department attended a 40-hour training course in Crisis Intervention Team tactics in 2022, which include de-escalation and diversion techniques. Team members became specialists in intervention with persons experiencing a personal crisis due to behavioral health issues. Two embedded social workers provided through Northwestern Medicine's Ben Gordon Center continue to work within the Police Department, connecting hundreds of people to various services throughout the year.

Full Implementation of the Countywide Digital Radio Network: This project was begun in 2019, with DeKalb County building three new radio communications towers throughout the county and installing a new digital radio network as well as reconstruction of an existing VHF radio system. Full implementation is nearly complete, with an antenna being installed on the communications tower at the DeKalb Police Department in 2022. This combination of public safety resources creates a rare opportunity to have public safety providers within the county on the same radio platform, working in concert to serve our residents.

Next Generation 9-1-1 Implementation: The Police Department implemented state-of-the-art Next Generation 9-1-1 equipment in its emergency dispatch center in 2021, replacing aging legacy equipment that had been in use since the 1990's. Phase Two completion of this project is anticipated in late 2022, making texting to 9-1-1 possible for the first time in DeKalb County. This project has been entirely funded by the DeKalb County Emergency Telephone System Board (ETSB).

K-9 Program Expansion: The DeKalb Police Department added an additional K-9 in 2022, with K-9 Chase joining K-9s Drax and Riggs. Chase is specifically trained in the detection of firearms and ammunition, an important addition as the City continues to face incidents of gun violence.

Public Safety Cameras: Additional public safety cameras were installed in 2022 to help monitor high crime areas. It is the department's intent to continue to install cameras at key locations in the City to deter gang activity and violent crimes, and to aid investigations. There were several successful identifications of criminals in 2022 due to the public safety camera initiative.

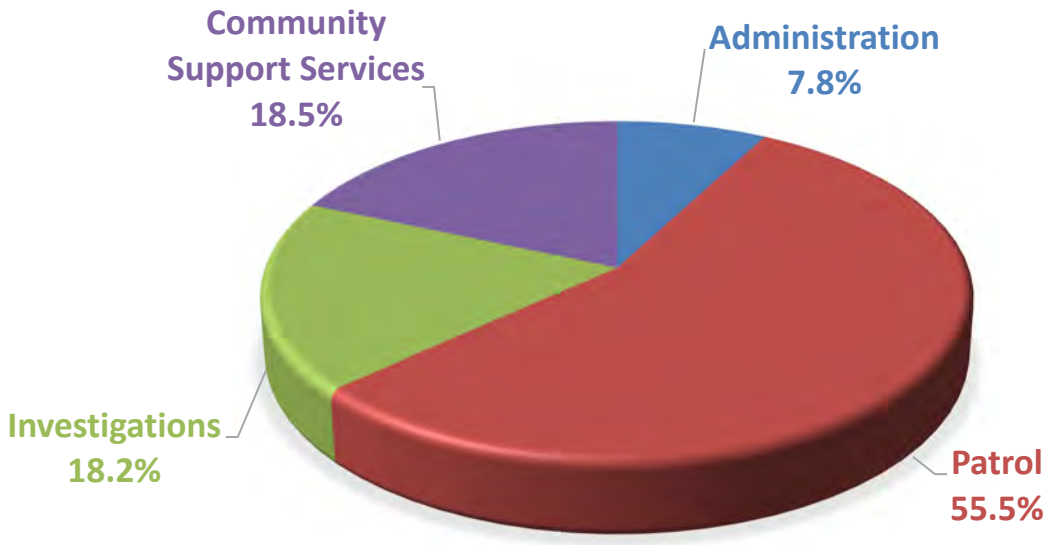
Community Outreach: Well into the recovery from the Covid pandemic, the Police Department was able to return to a full staple of community outreach efforts in 2022, including Camp Power, National Night Out, and a host of community events throughout the year. In March, an Autism Awareness logo was affixed to one of the patrol cars to help raise community awareness.

FY2023 Initiatives

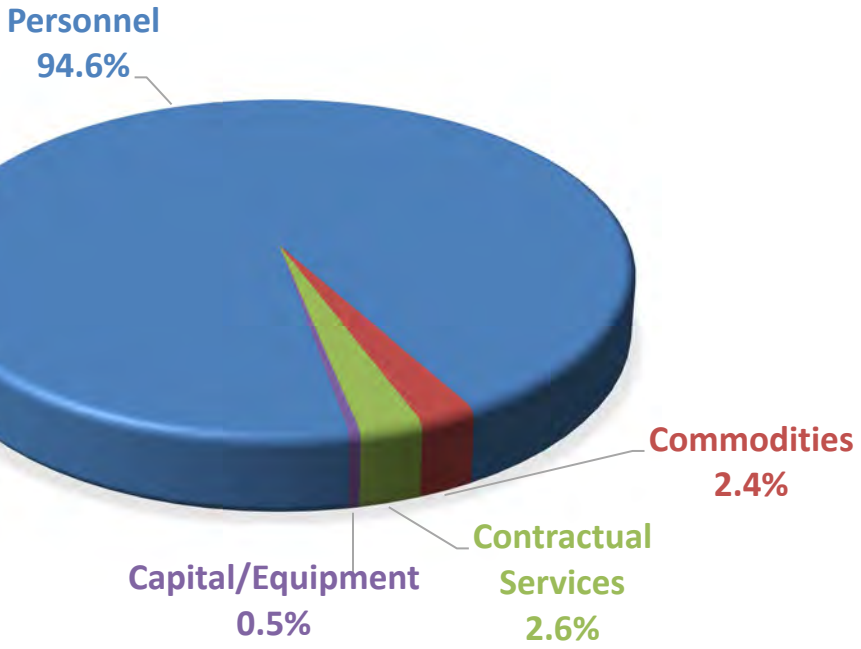
Drones: Initially planned for 2022, the necessary replacement of other equipment postponed the initiation of a drone program. The Police department will enhance its technology by adding Unmanned Aerial Vehicles to the list of available resources. Drones have a variety of public safety uses, from finding missing persons to locating fleeing subjects, without putting the public or officers at undue risk. The Police Department currently relies on outside agencies and citizen volunteers for drone services.

Telecommunicator Staffing Increase: The Police Department is anticipating the addition of three full-time Telecommunicators in 2023, boosting the existing staffing levels to have three Telecommunicators on duty the majority of the time. In addition, three Quality Assurance specialty positions are expected to be formed, allowing for increased attention to the duties of LEADS Coordinator, Training Coordinator, and CAD Administrator.

POLICE DEPARTMENT EXPENDITURES BY DIVISION



POLICE DEPARTMENT EXPENDITURES BY CATEGORY



GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
POLICE DEPARTMENT								
PERSONNEL								
41100	WAGES - FULL-TIME	6,823,222	6,894,885	7,435,399	7,046,593	8,376,550	941,151	12.66
41200	WAGES - PART-TIME	290,679	266,431	272,526	225,549	231,504	(41,022)	(15.05)
41300	WAGES - OVERTIME	812,318	929,847	707,000	863,405	732,000	25,000	3.54
41400	LONGEVITY PAY	50,113	42,462	42,060	35,898	43,152	1,092	2.60
41500	CLOTHING ALLOWANCE	55,200	51,531	63,400	54,421	68,401	5,001	7.89
41600	WELLNESS BONUS	2,400	8,250	4,800	5,000	130,000	125,200	2,608.33
42100	EMPLOYER PORTION FICA	186,904	187,197	235,801	190,732	240,648	4,847	2.06
42200	EMPLOYER PORTION IMRF	174,073	180,869	173,886	142,447	138,390	(35,496)	(20.41)
42300	EMPLOYER CONTRIB/PENSION	3,442,572	3,614,881	3,707,827	3,707,827	3,901,381	193,554	5.22
42500	EMPLOYEE HEALTH INSURANCE	1,534,370	1,516,666	1,567,595	1,567,595	1,568,507	912	0.06
42600	WORKER'S COMPENSATION/LIABILITY INSURA	147,805	90,102	130,148	130,148		(130,148)	(100.00)
PERSONNEL		**13,519,656**	**13,783,121**	**14,340,442**	**13,969,615**	**15,430,533**	**1,090,091**	**7.60**
COMMODITIES								
51300	SUPPLIES/PARTS-BUILDINGS	5,247	464	480	480	525	45	9.38
51500	SUPPLIES/PARTS-EQUIPMENT	1,510	882					
51700	SUPPLIES/PARTS-VEHICLES	29,616	26,475	29,900	35,370	75,125	45,225	151.25
51997	STREETLIGHTS, PARTS					2,500	2,500	
52000	OFFICE SUPPLIES	7,929	7,854	7,075	7,075	11,425	4,350	61.48
52600	PATROL SUPPLIES & EQUIPMENT	59,220	56,863	56,675	66,300	94,800	38,125	67.27
52700	INVESTIGATION SUPPLIES & EQUIPMENT	13,504	11,614	8,075	9,925	14,375	6,300	78.02
54000	UNIFORMS/PROTECTIVE CLOTHING	25,250	54,177	35,150	34,850	39,250	4,100	11.66
55000	FUEL, OIL, & LUBRICANTS	58,968	92,150	95,650	120,000	125,250	29,600	30.95
58110	DUI FINES EXPENDITURES	1,047	810	10,700	4,100	6,600	(4,100)	(38.32)
58120	ANTI-CRIME EXPENDITURES		1,198	8,000	8,000	8,525	525	6.56
58130	CRIME LAB EXPENDITURES			1,025	1,025	1,125	100	9.76
58140	POLICE FORFEITURES EXPENDITURE	5,502	1,801	11,281	7,001	100	(11,181)	(99.11)
59999	COMMODITIES	2,713	2,879	3,000	3,300	3,750	750	25.00
COMMODITIES		**210,506**	**257,167**	**267,011**	**297,426**	**383,350**	**116,339**	**43.57**
CONTRACTUAL SERVICES								
61300	MAINTENANCE-BUILDINGS	5,234	4,655	3,900	4,400	6,625	2,725	69.87
61500	MAINTENANCE-EQUIPMENT	58,823	47,927	52,600	54,100	61,150	8,550	16.25
61700	MAINTENANCE-VEHICLES	14,961	13,731	18,150	18,300	20,325	2,175	11.98
62099	PRINTED MATERIALS	9,092	14,072	10,800	11,625	12,375	1,575	14.58
63500	TOWING SERVICES	1,970	1,270	1,700	1,700	2,800	1,100	64.71
63800	CONTRACTED SERVICES	6,332	83,305	86,400	86,400	105,725	19,325	22.37
64500	TELEPHONE SERVICES	50,252	47,412	45,000	45,000	48,500	3,500	7.78
65100	FREIGHT & POSTAGE	554	6,375	4,300	5,250	5,600	1,300	30.23
65200	MARKETING ADS & PUBLIC INFO	328	427	775	775	800	25	3.23
65300	LEGAL EXPENSES & NOTICES	629	273	800	800	1,075	275	34.38
66100	DUES & SUBSCRIPTIONS	11,097	10,717	12,055	12,040	12,765	710	5.89
66200	TRAINING/TRAVEL	52,175	90,396	104,800	99,015	142,275	37,475	35.76
66400	EDUCATION TUITION REIMBURSEMENT				100			
CONTRACTUAL SERVICES		**211,447**	**320,560**	**341,280**	**339,505**	**420,015**	**78,735**	**23.07**
EQUIPMENT								
86000	EQUIPMENT	116	2,896	2,000	2,050	28,500	26,500	1,325.00
86200	OFFICE FURNITURE & EQUIPMENT	420	222			21,750	21,750	
86300	TELEPHONE & RADIO EQUIPMENT					25,000	25,000	
EQUIPMENT		**536**	**3,118**	**2,000**	**2,050**	**75,250**	**73,250**	**3,662.50**
TOTAL POLICE DEPARTMENT		**13,942,145**	**14,363,966**	**14,950,733**	**14,608,596**	**16,309,148**	**1,358,415**	**9.09**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 20-21 - POLICE DEPARTMENT - ADMINISTRATION								
PERSONNEL								
100-20-21-41100	WAGES - FULL-TIME	192,856	202,984	548,800	517,055	558,785	9,985	1.82
100-20-21-41200	WAGES - PART-TIME		1,876	137,352	122,053	95,166	(42,186)	(30.71)
100-20-21-41300	WAGES - OVERTIME	382	1,120	2,000	1,500	2,000		
100-20-21-41500	CLOTHING ALLOWANCE	1,400	600	4,600	4,691	4,600		
100-20-21-42100	EMPLOYER PORTION FICA	6,867	8,119	44,486	30,975	33,263	(11,223)	(25.23)
100-20-21-42200	EMPLOYER PORTION IMRF	10,651	30,242	42,111	33,010	29,515	(12,596)	(29.91)
100-20-21-42300	EMPLOYER CONTRIB/PENSION	159,059	59,265	114,087	114,087	167,202	53,115	46.56
100-20-21-42500	EMPLOYEE HEALTH INSURANCE	94,770	49,586	134,497	134,497	124,017	(10,480)	(7.79)
100-20-21-42600	WORKER'S COMPENSATION/LIABILITY INSURA	11,345	6,916	9,990	9,990		(9,990)	(100.00)
PERSONNEL		477,330	360,708	1,037,923	967,858	1,014,548	(23,375)	(2.25)
COMMODITIES								
100-20-21-51300	SUPPLIES/PARTS-BUILDINGS	5,247	464	480	480	525	45	9.38
100-20-21-51700	SUPPLIES/PARTS-VEHICLES	755	1,034	1,075	1,075	1,275	200	18.60
100-20-21-52000	OFFICE SUPPLIES	853	1,774	1,625	1,625	1,700	75	4.62
100-20-21-52700	INVESTIGATION SUPPLIES & EQUIPMENT	2,953	1,452	1,500	1,500	1,500		
100-20-21-54000	UNIFORMS/PROTECTIVE CLOTHING	285	3,293	1,650	1,650	1,300	(350)	(21.21)
100-20-21-55000	FUEL, OIL, & LUBRICANTS	58,968	92,150	95,650	120,000	125,250	29,600	30.95
100-20-21-58110	DUI FINES EXPENDITURES	1,047	810	10,700	4,100	6,600	(4,100)	(38.32)
100-20-21-58120	ANTI-CRIME EXPENDITURES		1,198	8,000	8,000	8,525	525	6.56
100-20-21-58130	CRIME LAB EXPENDITURES			1,025	1,025	1,125	100	9.76
100-20-21-58140	POLICE FORFEITURES EXPENDITURE	5,502	1,801	11,281	7,001	100	(11,181)	(99.11)
100-20-21-59999	COMMODITIES	813	577	700	700	1,025	325	46.43
COMMODITIES		76,423	104,553	133,686	147,156	148,925	15,239	11.40
CONTRACTUAL SERVICES								
100-20-21-61300	MAINTENANCE-BUILDINGS	846	2,632	550	1,050	1,325	775	140.91
100-20-21-61500	MAINTENANCE-EQUIPMENT	40,775	31,717	34,500	34,500	36,000	1,500	4.35
100-20-21-61700	MAINTENANCE-VEHICLES	1,003	2,513	1,750	1,750	1,800	50	2.86
100-20-21-62099	PRINTED MATERIALS	2,465	3,134	1,800	2,625	2,900	1,100	61.11
100-20-21-63800	CONTRACTED SERVICES	690	1,086	1,400	1,400	1,425	25	1.79
100-20-21-64500	TELEPHONE SERVICES	50,252	47,412	45,000	45,000	48,500	3,500	7.78
100-20-21-65100	FREIGHT & POSTAGE	26	2,608	2,050	3,000	3,300	1,250	60.98
100-20-21-65300	LEGAL EXPENSES & NOTICES					150	150	
100-20-21-66100	DUES & SUBSCRIPTIONS	1,822	1,760	2,010	2,010	2,115	105	5.22
100-20-21-66200	TRAINING/TRAVEL	3,534	2,212	2,600	2,600	4,875	2,275	87.50
CONTRACTUAL SERVICES		101,413	95,074	91,660	93,935	102,390	10,730	11.71
EQUIPMENT								
100-20-21-86200	OFFICE FURNITURE & EQUIPMENT					5,250	5,250	
EQUIPMENT						5,250	5,250	
Dept 20-21 - POLICE DEPARTMENT - ADMINISTRATION		**655,166**	**560,335**	**1,263,269**	**1,208,949**	**1,271,113**	**7,844**	**0.62**

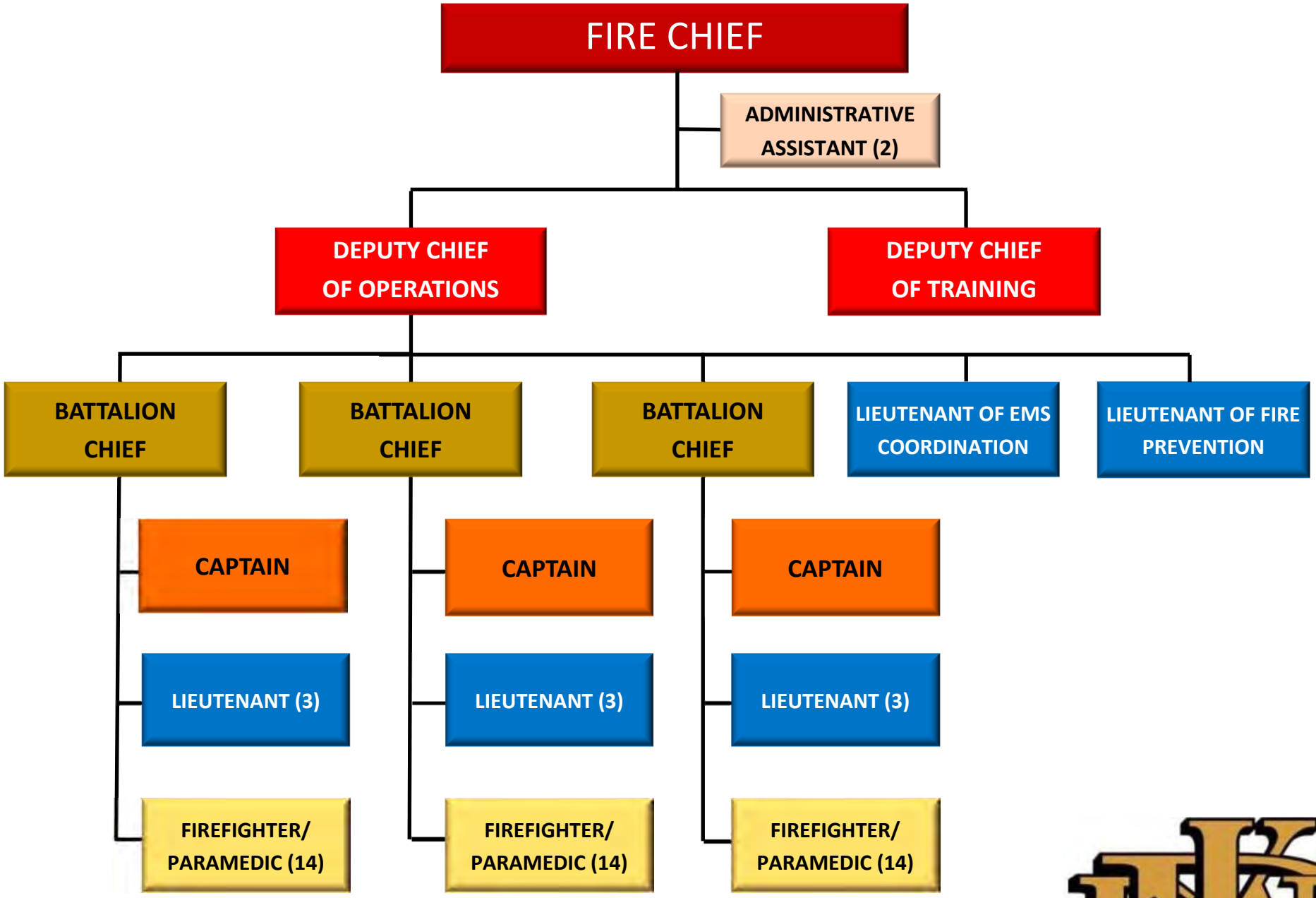
GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 20-22 - POLICE DEPARTMENT - PATROL								
PERSONNEL								
100-20-22-41100	WAGES - FULL-TIME	4,537,645	4,087,414	4,137,510	3,888,962	4,698,641	561,131	13.56
100-20-22-41200	WAGES - PART-TIME		901	70,571	59,272	14,190	(56,381)	(79.89)
100-20-22-41300	WAGES - OVERTIME	622,440	668,636	450,000	524,939	450,000		
100-20-22-41400	LONGEVITY PAY	35,735	29,255	26,463	22,494	28,392	1,929	7.29
100-20-22-41500	CLOTHING ALLOWANCE	35,733	30,400	36,120	28,757	38,260	2,140	5.92
100-20-22-41600	WELLNESS BONUS	2,100	4,650	3,500	3,500	128,500	125,000	3,571.43
100-20-22-42100	EMPLOYER PORTION FICA	72,275	66,484	89,608	80,081	99,444	9,836	10.98
100-20-22-42200	EMPLOYER PORTION IMRF	2,021	648	36,572	32,075	30,559	(6,013)	(16.44)
100-20-22-42300	EMPLOYER CONTRIB/PENSION	2,435,196	2,488,917	2,566,957	2,566,957	2,396,563	(170,394)	(6.64)
100-20-22-42500	EMPLOYEE HEALTH INSURANCE	847,871	814,571	802,281	802,281	765,990	(36,291)	(4.52)
100-20-22-42600	WORKER'S COMPENSATION/LIABILITY INSURA	95,029	57,930	83,677	83,677		(83,677)	(100.00)
PERSONNEL		8,686,045	8,249,806	8,303,259	8,092,995	8,650,539	347,280	4.18
COMMODITIES								
100-20-22-51700	SUPPLIES/PARTS-VEHICLES	25,215	21,557	21,575	24,800	63,200	41,625	192.93
100-20-22-52000	OFFICE SUPPLIES	3,710	3,520	3,000	3,000	3,100	100	3.33
100-20-22-52600	PATROL SUPPLIES & EQUIPMENT	52,222	47,119	54,000	63,500	91,000	37,000	68.52
100-20-22-54000	UNIFORMS/PROTECTIVE CLOTHING	20,289	47,550	27,300	27,000	30,000	2,700	9.89
100-20-22-59999	COMMODITIES	1,104	509	1,100	1,400	1,500	400	36.36
COMMODITIES		102,540	120,255	106,975	119,700	188,800	81,825	76.49
CONTRACTUAL SERVICES								
100-20-22-61300	MAINTENANCE-BUILDINGS	4,388	2,023	3,350	3,350	5,300	1,950	58.21
100-20-22-61500	MAINTENANCE-EQUIPMENT	8,479	11,675	11,500	13,000	15,350	3,850	33.48
100-20-22-61700	MAINTENANCE-VEHICLES	12,950	9,486	12,750	12,750	14,000	1,250	9.80
100-20-22-62099	PRINTED MATERIALS	2,786	5,887	4,500	4,500	4,600	100	2.22
100-20-22-63500	TOWING SERVICES	1,970	1,270	1,700	1,700	2,800	1,100	64.71
100-20-22-63800	CONTRACTED SERVICES	5,247	3,672	4,000	4,000	4,300	300	7.50
100-20-22-65300	LEGAL EXPENSES & NOTICES	426	273	375	375	425	50	13.33
100-20-22-66100	DUES & SUBSCRIPTIONS	2,289	1,995	2,445	2,445	2,850	405	16.56
100-20-22-66200	TRAINING/TRAVEL	41,577	62,784	77,150	70,950	107,650	30,500	39.53
CONTRACTUAL SERVICES		80,112	99,065	117,770	113,070	157,275	39,505	33.54
EQUIPMENT								
100-20-22-86000	EQUIPMENT	116	2,896	2,000	2,050	28,500	26,500	1,325.00
100-20-22-86200	OFFICE FURNITURE & EQUIPMENT		222			1,500	1,500	
100-20-22-86300	TELEPHONE & RADIO EQUIPMENT					25,000	25,000	
EQUIPMENT		116	3,118	2,000	2,050	55,000	53,000	2,650.00
Dept 20-22 - POLICE DEPARTMENT - PATROL		**8,868,813**	**8,472,244**	**8,530,004**	**8,327,815**	**9,051,614**	**521,610**	**6.12**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 20-23 - POLICE DEPARTMENT - COMMUNICATIONS								
PERSONNEL								
100-20-23-41100	WAGES - FULL-TIME	776,505	692,081					
100-20-23-41200	WAGES - PART-TIME	113,506	107,987					
100-20-23-41300	WAGES - OVERTIME	42,371	38,875					
100-20-23-41400	LONGEVITY PAY	1,865	1,980					
100-20-23-41500	CLOTHING ALLOWANCE	7,244	6,416					
100-20-23-42100	EMPLOYER PORTION FICA	67,380	60,825					
100-20-23-42200	EMPLOYER PORTION IMRF	135,473	121,297					
100-20-23-42500	EMPLOYEE HEALTH INSURANCE	207,170	120,916					
100-20-23-42600	WORKER'S COMPENSATION/LIABILITY INSURA	1,303	794					
PERSONNEL		1,352,817	1,151,171					
COMMODITIES								
100-20-23-51500	SUPPLIES/PARTS-EQUIPMENT	1,510	882					
100-20-23-52000	OFFICE SUPPLIES	560						
100-20-23-54000	UNIFORMS/PROTECTIVE CLOTHING	707	588					
COMMODITIES		2,777	1,470					
CONTRACTUAL SERVICES								
100-20-23-61500	MAINTENANCE-EQUIPMENT	6,960	2,707					
100-20-23-62099	PRINTED MATERIALS	801	2,001					
100-20-23-65300	LEGAL EXPENSES & NOTICES	66						
100-20-23-66100	DUES & SUBSCRIPTIONS	783	763					
100-20-23-66200	TRAINING/TRAVEL	4,101	1,314					
CONTRACTUAL SERVICES		12,711	6,785					
EQUIPMENT								
100-20-23-86200	OFFICE FURNITURE & EQUIPMENT	220						
EQUIPMENT		220						
Dept 20-23 - POLICE DEPARTMENT - COMMUNICATIONS		**1,368,525**	**1,159,426**					

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 20-24 - POLICE DEPARTMENT - INVESTIGATIONS								
PERSONNEL								
100-20-24-41100	WAGES - FULL-TIME	973,261	1,193,888	1,444,973	1,463,164	1,511,016	66,043	4.57
100-20-24-41200	WAGES - PART-TIME			27,687	19,034	14,190	(13,497)	(48.75)
100-20-24-41300	WAGES - OVERTIME	135,749	195,340	175,000	240,000	200,000	25,000	14.29
100-20-24-41400	LONGEVITY PAY	7,524	6,489	8,984	7,505	7,416	(1,568)	(17.45)
100-20-24-41500	CLOTHING ALLOWANCE	8,000	8,800	12,120	10,889	12,660	540	4.46
100-20-24-41600	WELLNESS BONUS	300	2,900	1,000	1,000	1,000		
100-20-24-42100	EMPLOYER PORTION FICA	14,977	19,664	42,662	40,338	47,074	4,412	10.34
100-20-24-42200	EMPLOYER PORTION IMRF		648	36,572	32,099	30,559	(6,013)	(16.44)
100-20-24-42300	EMPLOYER CONTRIB/PENSION	795,297	651,844	627,479	627,479	780,276	152,797	24.35
100-20-24-42500	EMPLOYEE HEALTH INSURANCE	305,996	253,812	309,810	309,810	305,888	(3,922)	(1.27)
100-20-24-42600	WORKER'S COMPENSATION/LIABILITY INSURA	30,353	18,503	26,727	26,727		(26,727)	(100.00)
PERSONNEL		2,271,457	2,351,888	2,713,014	2,778,045	2,910,079	197,065	7.26
COMMODITIES								
100-20-24-51700	SUPPLIES/PARTS-VEHICLES	2,609	2,335	5,250	7,495	7,875	2,625	50.00
100-20-24-51997	STREETLIGHTS, PARTS					2,500	2,500	
100-20-24-52000	OFFICE SUPPLIES	125	305	450	450	700	250	55.56
100-20-24-52600	PATROL SUPPLIES & EQUIPMENT	6,998	9,744	2,675	2,800	3,800	1,125	42.06
100-20-24-52700	INVESTIGATION SUPPLIES & EQUIPMENT	10,501	9,979	6,250	8,000	7,350	1,100	17.60
100-20-24-54000	UNIFORMS/PROTECTIVE CLOTHING	3,462	1,656	4,150	4,150	5,650	1,500	36.14
100-20-24-59999	COMMODITIES	196	9	200	200	225	25	12.50
COMMODITIES		23,891	24,028	18,975	23,095	28,100	9,125	48.09
CONTRACTUAL SERVICES								
100-20-24-61500	MAINTENANCE-EQUIPMENT	295		500	500	2,000	1,500	300.00
100-20-24-61700	MAINTENANCE-VEHICLES	1,008	1,235	2,500	2,650	2,800	300	12.00
100-20-24-62099	PRINTED MATERIALS	1,768	1,203	1,325	1,325	1,450	125	9.43
100-20-24-65200	MARKETING ADS & PUBLIC INFO	328						
100-20-24-65300	LEGAL EXPENSES & NOTICES	137		150	150	175	25	16.67
100-20-24-66100	DUES & SUBSCRIPTIONS	5,624	5,447	6,295	6,295	6,450	155	2.46
100-20-24-66200	TRAINING/TRAVEL	1,021	21,548	17,350	15,965	17,750	400	2.31
CONTRACTUAL SERVICES		10,181	29,433	28,120	26,885	30,625	2,505	8.91
Dept 20-24 - POLICE DEPARTMENT - INVESTIGATIONS		**2,305,529**	**2,405,349**	**2,760,109**	**2,828,025**	**2,968,804**	**208,695**	**7.56**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 20-25 - POLICE - COMMUNITY SUPPORT SERVICES								
PERSONNEL								
100-20-25-41100	WAGES - FULL-TIME	342,955	718,518	1,304,116	1,177,412	1,608,108	303,992	23.31
100-20-25-41200	WAGES - PART-TIME	177,173	155,667	36,916	25,190	107,958	71,042	192.44
100-20-25-41300	WAGES - OVERTIME	11,376	25,876	80,000	96,966	80,000		
100-20-25-41400	LONGEVITY PAY	4,989	4,738	6,613	5,899	7,344	731	11.05
100-20-25-41500	CLOTHING ALLOWANCE	2,823	5,315	10,560	10,084	12,881	2,321	21.98
100-20-25-41600	WELLNESS BONUS		700	300	500	500	200	66.67
100-20-25-42100	EMPLOYER PORTION FICA	25,405	32,105	59,045	39,338	60,867	1,822	3.09
100-20-25-42200	EMPLOYER PORTION IMRF	25,928	28,034	58,631	45,263	47,757	(10,874)	(18.55)
100-20-25-42300	EMPLOYER CONTRIB/PENSION	53,020	414,855	399,304	399,304	557,340	158,036	39.58
100-20-25-42500	EMPLOYEE HEALTH INSURANCE	78,563	277,781	321,007	321,007	372,612	51,605	16.08
100-20-25-42600	WORKER'S COMPENSATION/LIABILITY INSURA	9,775	5,959	9,754	9,754		(9,754)	(100.00)
PERSONNEL		732,007	1,669,548	2,286,246	2,130,717	2,855,367	569,121	24.89
COMMODITIES								
100-20-25-51700	SUPPLIES/PARTS-VEHICLES	1,037	1,549	2,000	2,000	2,775	775	38.75
100-20-25-52000	OFFICE SUPPLIES	2,681	2,255	2,000	2,000	5,925	3,925	196.25
100-20-25-52700	INVESTIGATION SUPPLIES & EQUIPMENT	50	183	325	425	5,525	5,200	1,600.00
100-20-25-54000	UNIFORMS/PROTECTIVE CLOTHING	507	1,090	2,050	2,050	2,300	250	12.20
100-20-25-59999	COMMODITIES	600	1,784	1,000	1,000	1,000		
COMMODITIES		4,875	6,861	7,375	7,475	17,525	10,150	137.63
CONTRACTUAL SERVICES								
100-20-25-61500	MAINTENANCE-EQUIPMENT	2,314	1,828	6,100	6,100	7,800	1,700	27.87
100-20-25-61700	MAINTENANCE-VEHICLES		497	1,150	1,150	1,725	575	50.00
100-20-25-62099	PRINTED MATERIALS	1,272	1,847	3,175	3,175	3,425	250	7.87
100-20-25-63800	CONTRACTED SERVICES	395	78,547	81,000	81,000	100,000	19,000	23.46
100-20-25-65100	FREIGHT & POSTAGE	528	3,767	2,250	2,250	2,300	50	2.22
100-20-25-65200	MARKETING ADS & PUBLIC INFO		427	775	775	800	25	3.23
100-20-25-65300	LEGAL EXPENSES & NOTICES			275	275	325	50	18.18
100-20-25-66100	DUES & SUBSCRIPTIONS	579	752	1,305	1,290	1,350	45	3.45
100-20-25-66200	TRAINING/TRAVEL	1,942	2,538	7,700	9,500	12,000	4,300	55.84
100-20-25-66400	EDUCATION TUITION REIMBURSEMENT				100			
CONTRACTUAL SERVICES		7,030	90,203	103,730	105,615	129,725	25,995	25.06
EQUIPMENT								
100-20-25-86200	OFFICE FURNITURE & EQUIPMENT	200				15,000	15,000	
EQUIPMENT		200				15,000	15,000	
Dept 20-25 - POLICE - COMMUNITY SUPPORT SERVICES		**744,112**	**1,766,612**	**2,397,351**	**2,243,807**	**3,017,617**	**620,266**	**25.87**

DEKALB FIRE DEPARTMENT ORGANIZATIONAL CHART



Fire Department

Department Introduction

The DeKalb Fire Department is a full service, all hazards emergency service provider serving the City of DeKalb, Northern Illinois University, and the DeKalb Fire Protection District. The Department is a member of the Mutual Aid Box Alarm System (MABAS) Division 6, a system that extends emergency services to partner communities during times of need. The Department's core services include fire suppression, emergency medical, hazardous materials, technical rescue, fire investigation, fire prevention and fire education.

The Fire Department is comprised of two divisions: Operations and Administration.

The Operations Division is comprised of three shifts of firefighters and officers from three (3) fire stations. Minimum daily staffing is fourteen (14) firefighter/paramedics who work 24-hours-on/48-hours-off schedules. In November 2023, the minimum daily staffing will be 15, per the collective bargaining agreement. Fire employees are our most valued resource, committed to providing the highest quality service our community has come to expect and deserve.

The Administrative Division consists of the Fire Chief, Deputy Fire Chief of Operations, Deputy Fire Chief of Training, Fire Prevention Lieutenant, EMS Lieutenant, and two (2) Administrative Assistants that support every aspect of the Fire Department. The Department strives to improve efficiency both operationally and administratively.

Among the performance measures tracked by the Department, emergency call volume continues to trend higher, and is directly linked to the need for increased staffing which is one of the Department's primary goals and accomplishments:

Year	Fire/Life Safety	EMS & Rescue	Total Responses
2017	1434	4139	5573
2018	1434	4648	6082
2019	1547	5121	6668
2020	1299	5066	6365
2021	1442	6004	7446
5 Year Change	**+ 0.56%**	**+ 4.51%**	**+ 33.61%**

In addition, an annual report is published annually by the Fire Department which contains additional performance measures related to call volume by month, day, and time of day; types of incidents; EMS transports by type; fire incidents by type; mutual aid response; training hours; vehicular accident responses, and others. The full report can be found at:

https://www.cityofdekalb.com/DocumentCenter/View/14046/2021-Annual-Report

FY2022 Accomplishments

In 2022, the Fire Department focused on personnel, rolling stock, and other areas in need of improvement. The following are highlights:

- Completed the hiring of 13 new firefighters, nine (9) of which were hired under a $2.7 million "Staffing for Adequate Fire and Emergency Response" (SAFER) Grant. The grant program under the Federal Emergency Management Agency (FEMA) agency partially funded nine (9) positions for three (3) years.
- Renewed the Department application to participate in the federal Ground Emergency Medical Transport (GEMT) program. This program generates monies used for capital and other needs for the Fire Department.
- Ordered new Self-Contained Breathing Apparatus (SCBA) and a new Fill Station, utilizing a $251,008 (FEMA) - Assistance to Firefighters Grant (AFG). The Grant covers approximately 54% of the total cost of this equipment.
- Ordered two (2) Rosenbauer Fire Engines and received the first one in September 2022. The Department anticipates a second replacement engine in December of 2022.
- Ordered two (2) new ambulances, anticipating delivery date in late 2024.
- Received one (1) new F-350 to be used as the Department's Brush Truck and utility vehicle.
- Received and installed six (6) new Stair Chairs, Cots, and Power Load Systems for all front-line Department ambulances.
- New Software implemented includes:
    - ESO for Incident reporting, scheduling, personnel management, and property inspections.
    - Vector/Target Solutions for tracking and reporting training.
    - FLOWmsp for streamlining Pre-Incident Planning record keeping. Pre-Incident Planning allows fire companies to visualize and document building layouts. Prior knowledge of floorplans, building conditions, fire detection and suppression systems prepares Firefighters to handle emergency situations safely.

FY2023 Initiatives

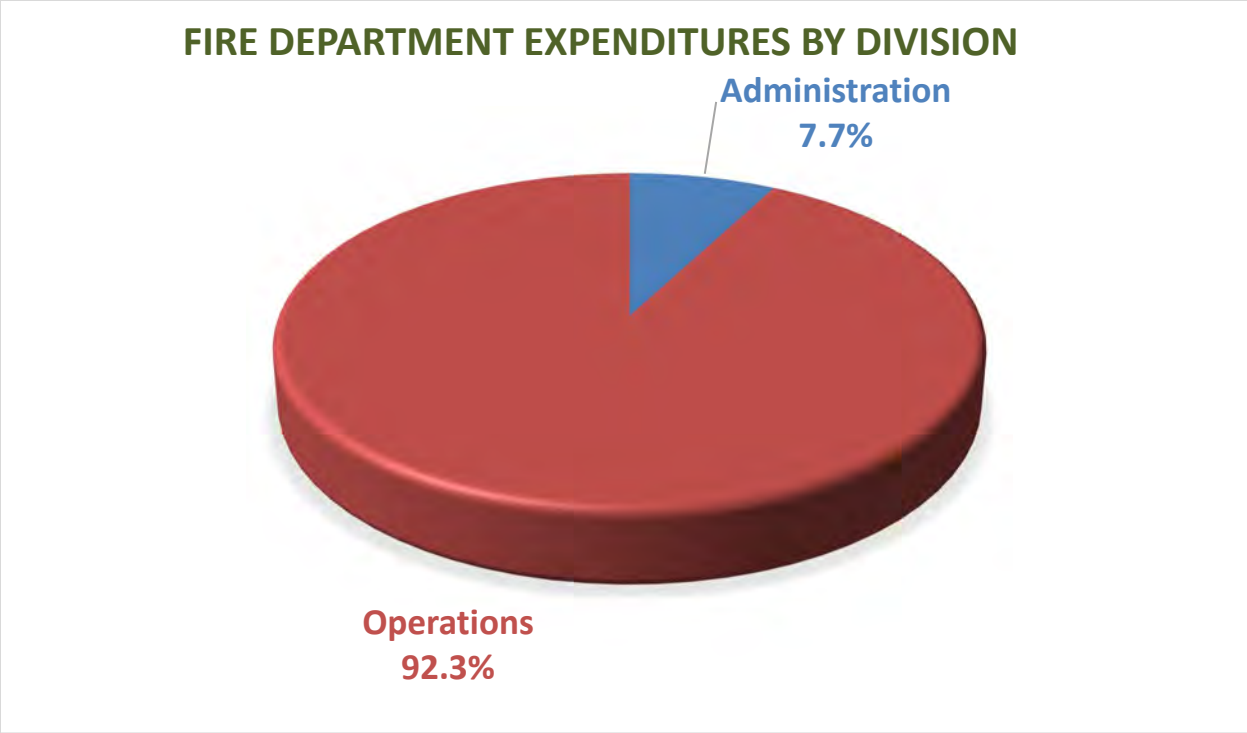
In 2023, the Fire Department seeks to accomplish the following:

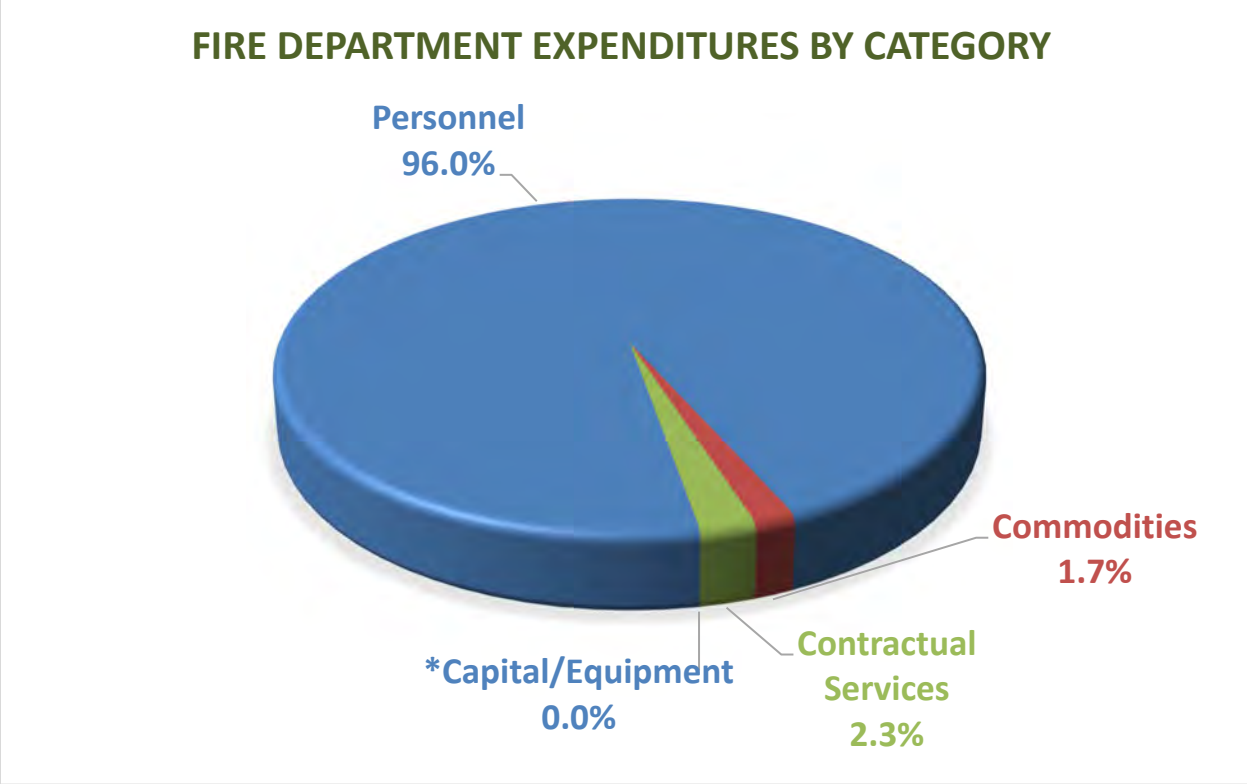
- On-board one (1) new firefighter to balance the shifts at 19 and four (4) others to fill open positions due to retirements and resignations. Once complete, the operational staffing will be 57 personnel. The onboarding process includes pre-employment screenings, a 120-hour orientation, Basic Operations Firefighter (BOF) certification through a fire academy (if needed), personal protective equipment outfitting, and a 12-month probationary period.
- Continue a capital replacement program, which includes purchasing two (2) staff vehicles, a Station Alert System to improve response times and communications with dispatch, and smaller capital purchases for Fire Suppression and EMS.
- The EMS Lieutenant continues to grow into his role and found a new vendor for Oxygen supply which could save an estimated $10,000.

Together with City staff, the City Council, and all fire personnel, the department will continue to provide prompt and professional service to the residents, visitors, and other stakeholders of DeKalb.

2022 PROBATIONARY EMPLOYEES

NEW ROSENBAUER PUMPER





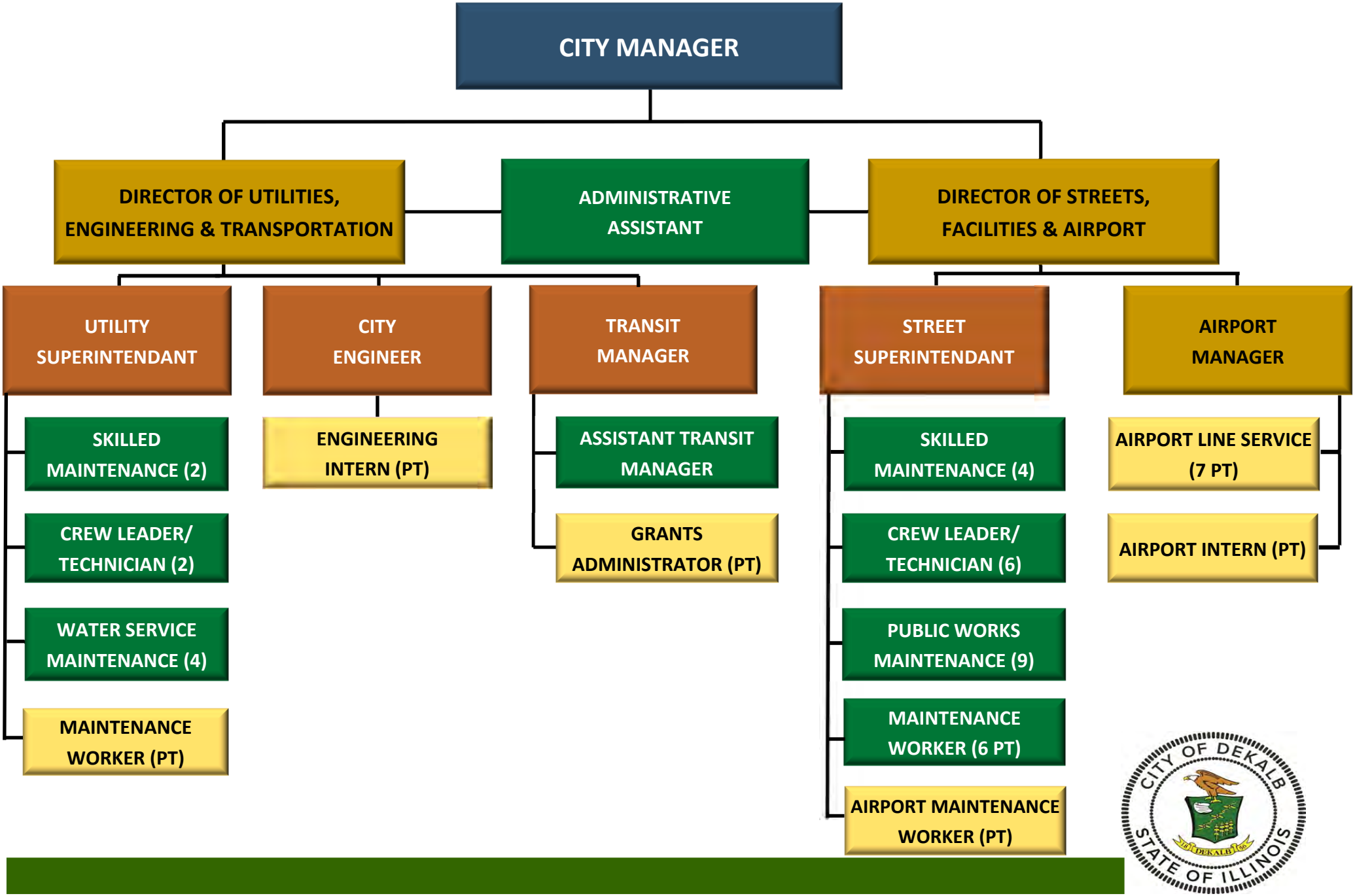
*** Most the Fire Department's capital purchases are accounted for in the GEMT Fund 130.**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
FIRE DEPARTMENT								
PERSONNEL								
41100	WAGES - FULL-TIME	5,217,068	5,261,138	5,791,777	5,663,311	6,288,281	496,504	8.57
41200	WAGES - PART-TIME			9,000	8,067		(9,000)	(100.00)
41300	WAGES - OVERTIME	1,156,823	1,000,052	700,000	689,148	551,000	(149,000)	(21.29)
41400	LONGEVITY PAY	46,726	46,939	49,605	46,286	51,996	2,391	4.82
41500	CLOTHING ALLOWANCE	40,067	39,333	48,800	43,467	49,600	800	1.64
41600	WELLNESS BONUS	1,800	131,217	3,000	140,000	150,000	147,000	4,900.00
41650	EDUCATION BONUS	4,875	4,875		5,000	5,000	5,000	
42100	EMPLOYER PORTION FICA	88,630	87,634	99,677	89,481	109,307	9,630	9.66
42200	EMPLOYER PORTION IMRF	8,128	7,791	6,716	8,564	9,015	2,299	34.23
42300	EMPLOYER CONTRIB/PENSION	3,951,651	4,282,230	4,415,632	4,415,632	4,933,015	517,383	11.72
42500	EMPLOYEE HEALTH INSURANCE	1,085,626	1,160,085	1,229,840	1,229,840	1,109,024	(120,816)	(9.82)
42600	WORKER'S COMPENSATION/LIABILITY INSURA	290,577	177,136	255,863	255,863		(255,863)	(100.00)
PERSONNEL		**11,891,971**	**12,198,430**	**12,609,910**	**12,594,659**	**13,256,238**	**646,328**	**5.13**
COMMODITIES								
51300	SUPPLIES/PARTS-BUILDINGS	3,140	24,276	9,289	14,000	9,000	(289)	(3.11)
51700	SUPPLIES/PARTS-VEHICLES	20,714	25,053	22,656	25,826	25,000	2,344	10.35
52000	OFFICE SUPPLIES	2,071	1,548	2,265	3,182	3,000	735	32.45
52500	JANITORIAL SUPPLIES	6,898	5,326	4,531	6,554	6,000	1,469	32.42
52800	FIREFIGHTING SUPPLIES & EQUIPMENT	9,481	14,210	21,101	48,474	60,000	38,899	184.35
52900	AMBULANCE SUPPLIES & EQUIPMENT	62,226	45,077	38,856	55,114	45,000	6,144	15.81
53099	ACTIVITIES & SUPPLIES	213	743	1,132	870	1,000	(132)	(11.66)
53300	SMALL TOOLS & EQUIPMENT	2,850	1,779	2,265	2,344	2,400	135	5.96
54000	UNIFORMS/PROTECTIVE CLOTHING	4,009	8,033	4,734	32,673	5,500	766	16.18
55000	FUEL, OIL, & LUBRICANTS	30,159	55,936	34,664	74,584	74,584	39,920	115.16
COMMODITIES		**141,761**	**181,981**	**141,493**	**263,621**	**231,484**	**89,991**	**63.60**
CONTRACTUAL SERVICES								
61300	MAINTENANCE-BUILDINGS	19,323	19,846	22,123	23,136	50,111	27,988	126.51
61500	MAINTENANCE-EQUIPMENT	23,043	31,670	18,030	24,182	18,100	70	0.39
61700	MAINTENANCE-VEHICLES	67,005	87,223	76,099	80,000	75,000	(1,099)	(1.44)
62099	PRINTED MATERIALS	1,916	1,302	1,106	5,496	3,500	2,394	216.46
62600	MEDICAL SERVICES	26,596	26,369	29,322	31,360	39,000	9,678	33.01
63800	CONTRACTED SERVICES	66,546	78,319	57,750	71,400	70,000	12,250	21.21
64000	UTILITIES	3,663	4,314	2,433	3,320	3,320	887	36.46
64500	TELEPHONE SERVICES	17,215	16,731	17,698	13,992	14,000	(3,698)	(20.90)
65100	FREIGHT & POSTAGE	195	506	553	348	350	(203)	(36.71)
66100	DUES & SUBSCRIPTIONS	2,540	4,202	4,445	4,468	6,000	1,555	34.98
66200	TRAINING/TRAVEL	18,079	27,290	27,654	18,664	36,000	8,346	30.18
CONTRACTUAL SERVICES		**246,121**	**297,772**	**257,213**	**276,366**	**315,381**	**58,168**	**22.61**
EQUIPMENT								
86300	TELEPHONE & RADIO EQUIPMENT	913	385	4,200	1,200	2,000	(2,200)	(52.38)
EQUIPMENT		**913**	**385**	**4,200**	**1,200**	**2,000**	**(2,200)**	**(52.38)**
TOTAL FIRE DEPARTMENT		**12,280,766**	**12,678,568**	**13,012,816**	**13,135,846**	**13,805,103**	**792,287**	**6.09**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 25-27 - FIRE DEPARTMENT - ADMINISTRATION								
PERSONNEL								
100-25-27-41100	WAGES - FULL-TIME	327,676	446,915	463,591	432,357	544,326	80,735	17.42
100-25-27-41200	WAGES - PART-TIME			9,000	8,067		(9,000)	(100.00)
100-25-27-41300	WAGES - OVERTIME	874			250	1,000	1,000	
100-25-27-41500	CLOTHING ALLOWANCE	1,600	1,600	2,400	2,400	2,400		
100-25-27-42100	EMPLOYER PORTION FICA	7,452	8,568	10,833	10,548	14,359	3,526	32.55
100-25-27-42200	EMPLOYER PORTION IMRF	8,128	7,791	6,716	8,564	9,015	2,299	34.23
100-25-27-42300	EMPLOYER CONTRIB/PENSION	141,130	158,573	228,395	228,395	238,694	10,299	4.51
100-25-27-42500	EMPLOYEE HEALTH INSURANCE	69,547	77,862	106,383	106,383	87,377	(19,006)	(17.87)
100-25-27-42600	WORKER'S COMPENSATION/LIABILITY INSU	20,722	12,632	18,246	18,246		(18,246)	(100.00)
PERSONNEL		577,129	713,941	845,564	815,210	897,171	51,607	6.10
COMMODITIES								
100-25-27-52000	OFFICE SUPPLIES	2,071	1,548	2,265	3,182	3,000	735	32.45
100-25-27-53099	ACTIVITIES & SUPPLIES	213	743	1,132	870	1,000	(132)	(11.66)
100-25-27-54000	UNIFORMS/PROTECTIVE CLOTHING			203	271	500	297	146.31
100-25-27-55000	FUEL, OIL, & LUBRICANTS	30,159	55,936	34,664	74,584	74,584	39,920	115.16
COMMODITIES		32,443	58,227	38,264	78,907	79,084	40,820	106.68
CONTRACTUAL SERVICES								
100-25-27-61500	MAINTENANCE-EQUIPMENT	2,039	2,734	2,544	2,594	2,600	56	2.20
100-25-27-62099	PRINTED MATERIALS	1,552	1,302	1,106	5,496	1,000	(106)	(9.58)
100-25-27-62600	MEDICAL SERVICES	1,110	1,110	2,000	1,360	2,000		
100-25-27-63800	CONTRACTED SERVICES	66,546	78,319	57,750	71,400	70,000	12,250	21.21
100-25-27-64500	TELEPHONE SERVICES	17,215	16,731	17,698	13,992	14,000	(3,698)	(20.90)
100-25-27-65100	FREIGHT & POSTAGE	195	506	553	348	350	(203)	(36.71)
100-25-27-66100	DUES & SUBSCRIPTIONS	505	658	856	2,812	2,500	1,644	192.06
100-25-27-66200	TRAINING/TRAVEL	1,690				1,000	1,000	
CONTRACTUAL SERVICES		90,852	101,360	82,507	98,002	93,450	10,943	13.26
Dept 25-27 - FIRE DEPARTMENT - ADMINISTRATION		**700,424**	**873,528**	**966,335**	**992,119**	**1,069,705**	**103,370**	**10.70**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 25-28 - FIRE DEPARTMENT - OPERATIONS								
PERSONNEL								
100-25-28-41100	WAGES - FULL-TIME	4,889,392	4,814,223	5,328,186	5,230,954	5,743,955	415,769	7.80
100-25-28-41300	WAGES - OVERTIME	1,155,949	1,000,052	700,000	688,898	550,000	(150,000)	(21.43)
100-25-28-41400	LONGEVITY PAY	46,726	46,939	49,605	46,286	51,996	2,391	4.82
100-25-28-41500	CLOTHING ALLOWANCE	38,467	37,733	46,400	41,067	47,200	800	1.72
100-25-28-41600	WELLNESS BONUS	1,800	131,217	3,000	140,000	150,000	147,000	4,900.00
100-25-28-41650	EDUCATION BONUS	4,875	4,875		5,000	5,000	5,000	
100-25-28-42100	EMPLOYER PORTION FICA	81,178	79,066	88,844	78,933	94,948	6,104	6.87
100-25-28-42300	EMPLOYER CONTRIB/PENSION	3,810,521	4,123,657	4,187,237	4,187,237	4,694,321	507,084	12.11
100-25-28-42500	EMPLOYEE HEALTH INSURANCE	1,016,079	1,082,223	1,123,457	1,123,457	1,021,647	(101,810)	(9.06)
100-25-28-42600	WORKER'S COMPENSATION/LIABILITY INSU	269,855	164,504	237,617	237,617		(237,617)	(100.00)
PERSONNEL		11,314,842	11,484,489	11,764,346	11,779,449	12,359,067	594,721	5.06
COMMODITIES								
100-25-28-51300	SUPPLIES/PARTS-BUILDINGS	3,140	24,276	9,289	14,000	9,000	(289)	(3.11)
100-25-28-51700	SUPPLIES/PARTS-VEHICLES	20,714	25,053	22,656	25,826	25,000	2,344	10.35
100-25-28-52500	JANITORIAL SUPPLIES	6,898	5,326	4,531	6,554	6,000	1,469	32.42
100-25-28-52800	FIREFIGHTING SUPPLIES & EQUIPMENT	9,481	14,210	21,101	48,474	60,000	38,899	184.35
100-25-28-52900	AMBULANCE SUPPLIES & EQUIPMENT	62,226	45,077	38,856	55,114	45,000	6,144	15.81
100-25-28-53300	SMALL TOOLS & EQUIPMENT	2,850	1,779	2,265	2,344	2,400	135	5.96
100-25-28-54000	UNIFORMS/PROTECTIVE CLOTHING	4,009	8,033	4,531	32,402	5,000	469	10.35
COMMODITIES		109,318	123,754	103,229	184,714	152,400	49,171	47.63
CONTRACTUAL SERVICES								
100-25-28-61300	MAINTENANCE-BUILDINGS	19,323	19,846	22,123	23,136	50,111	27,988	126.51
100-25-28-61500	MAINTENANCE-EQUIPMENT	21,004	28,936	15,486	21,588	15,500	14	0.09
100-25-28-61700	MAINTENANCE-VEHICLES	67,005	87,223	76,099	80,000	75,000	(1,099)	(1.44)
100-25-28-62099	PRINTED MATERIALS	364				2,500	2,500	
100-25-28-62600	MEDICAL SERVICES	25,486	25,259	27,322	30,000	37,000	9,678	35.42
100-25-28-64000	UTILITIES	3,663	4,314	2,433	3,320	3,320	887	36.46
100-25-28-66100	DUES & SUBSCRIPTIONS	2,035	3,544	3,589	1,656	3,500	(89)	(2.48)
100-25-28-66200	TRAINING/TRAVEL	16,389	27,290	27,654	18,664	35,000	7,346	26.56
CONTRACTUAL SERVICES		155,269	196,412	174,706	178,364	221,931	47,225	27.03
EQUIPMENT								
100-25-28-86300	TELEPHONE & RADIO EQUIPMENT	913	385	4,200	1,200	2,000	(2,200)	(52.38)
EQUIPMENT		913	385	4,200	1,200	2,000	(2,200)	(52.38)
Dept 25-28 - FIRE DEPARTMENT - OPERATIONS		**11,580,342**	**11,805,040**	**12,046,481**	**12,143,727**	**12,735,398**	**688,917**	**5.72**

PUBLIC WORKS DEPARTMENT ORGANIZATIONAL CHART



Public Works Department

Department Introduction

The Public Works Department is responsible for planning, operating, maintaining, and replacing public infrastructure and equipment necessary to maintain a safe, healthy, and attractive community. The Department maintains two operating divisions: The Division of Utilities and Transportation, and the Division of Streets, Facilities and Airport. The Department operates under the direction of two department directors, the Director of Streets, Facilities & Airport, and the Director of Utilities & Transportation, under the general supervision of the City Manager. The Department has an administrative assistant that handles all clerical duties within the operating divisions. The Public Works Department is somewhat unique in that it is funded through the General Fund, as well as several Enterprise and Special Revenue Funds.

The Public Works Department performs a broad range of activities in support of the City's mission to "deliver high quality municipal services to those who live, work, learn in or visit our community".

Street Division

The Street Division currently consists of 16 full time employees and serves as the third tier of emergency response within the City of DeKalb. The Division will add an additional FTE in FY2023 to accommodate growing community needs bringing staffing back to an employee count not seen since 2010. This division is the most diverse in the Public Works Department. The division is responsible for operating the snow removal program consisting of snow removal and ice control of all city streets, parking lots, and alleys. The division plows approximately 340 lane miles of streets within the city, in addition to parking lot and alley snow removal. The Central Business District sidewalks and arterial sidewalks also fall under the Street Division's purview. The Street Division operates an on-site sign shop for the fabrication, installation and repair of all city-owned street name and traffic signs. The traffic signal system is monitored and repaired within the Street Division, along with maintenance and repair of intersections owned by other entities. These other entities are billed on a quarterly "time and material" basis. Pavement markings, street repairs, street sweeping, storm sewer infrastructure maintenance and repair, forestry operations, ROW maintenance, City-owned property maintenance and the annual leaf collection program are all core functions of the Street Division. The Kishwaukee River maintenance, erosion control, and flood prevention efforts also fall within the purview of the Street Division. In addition to core responsibilities the department also serves as the traffic control liaison for special events, parades, and festivals.

Utilities Division

The roles of this Division are covered in Section Five, "Transportation Fund," and Section Eight, "Water Fund."

Support Services

The Support Services functions are performed for both divisions of the Public Works Department and fall generally under the collaborative supervision of both Assistant Directors. Three full-time and six part-time employees perform the following functions, among others:

- Fleet Maintenance.
- Building Maintenance.
- Seasonal mowing.

Two full-time mechanical technicians attend to more than 250 vehicles and specialty equipment spread over numerous city departments including the Street Division, Utilities Division, Police Department, Code Compliance, and Airport. Daily duties include preventative maintenance, diagnostics, repairs, specialty equipment maintenance/repairs, inspection scheduling and biannual safety lane testing. The Support Services personnel also assist in new vehicle specifications and capital planning and oversee parts orders and inventory.

With the City's aging fleet, the mechanical technicians have had to shift from an ideal preventative maintenance approach in fleet management to a repair-oriented approach in order to keep the City's fleet on the road. New vehicles have replaced old vehicles since 2018, but with current lead times on fleet vehicles being years out in some cases the department navigates and adjusts often.

One full-time Support Services employee oversees maintenance in 22 municipally owned buildings, with the assistance of the Assistant Director for Streets & Facilities. Such maintenance includes preventative maintenance to HVAC, plumbing and grounds. Regular repairs to the buildings, contractual oversight, inventory control and capital planning also fall within the purview of Support Services whose employees are cannibalized in winter weather to assist with snow plowing.

Finally, Support Services includes six part-time employees who assist in mowing operations, weeding, and downtown maintenance from June through early September.

FY2022 Accomplishments

The Street Division organized and led the demolition of the blighted Hunter/Hillcrest shopping Center in 2022. The Division assisted in relocation efforts for tenants and business owners, accomplished environmental testing and remediation, drafted, and executed a formal RFP for demolition and provided oversight to the demolition and restoration of the property from start to finish. The former Campus Cinema lot was also substantially improved in 2022. The Street Division removed parking lot surfaces and restored the lot to grass. These improvements, along with the demolition and restoration of Hunter/Hillcrest, will pave the way for future redevelopment.

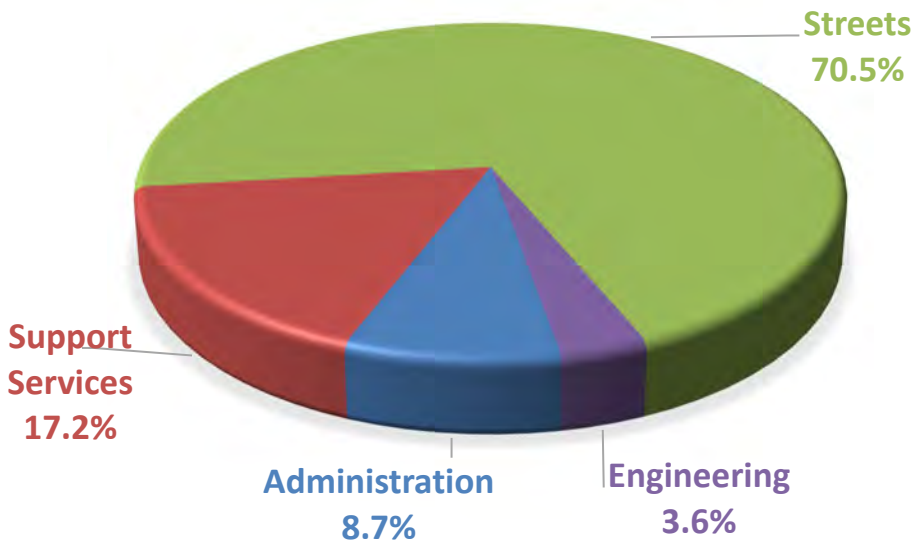
Public Works also played a key role in the reconfiguration of Lincoln Highway in the Central Business District. Working directly with contractors, business owners, and local stakeholders the division helped assure a timely finish while making improvements to the overall appearance to the downtown core.

FY2023 Initiatives

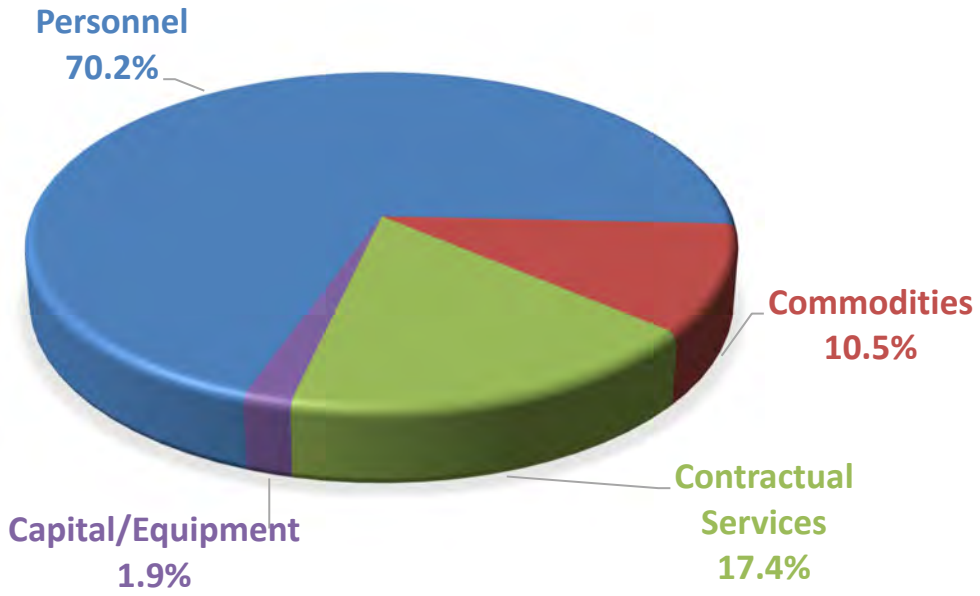
The Public Works Department has proposed two new programs for the Fiscal 2023 Budget Year: a 50/50 Tree Planting Program and a 50/50 Sidewalk Program. Both are intended to enhance the community's overall appearance while providing a cost savings to residents that choose to participate. Both programs will be facilitated by the Public Works Department and will be based on a first-come, first-served basis while funding lasts.

With staffing levels improving within the Street Division, it is hoped the City can be less reliant upon contractual services in the coming years. Weed spraying was removed from contractual services in 2022 as the department certified five employees through the Illinois Department of Agriculture to apply weed control throughout the city. Snow operations in the Central Business District and outlying school routes will also be absorbed by the Public Works Department in FY2023 to achieve long-term cost savings to the community.

PUBLIC WORKS DEPARTMENT EXPENDITURES BY DIVISION



PUBLIC WORKS DEPARTMENT EXPENDITURES BY CATEGORY



GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
PUBLIC WORKS								
PERSONNEL								
41100	WAGES - FULL-TIME	1,234,462	1,157,624	1,278,598	1,220,392	1,402,813	124,215	9.71
41200	WAGES - PART-TIME	24,344	26,007	55,385	45,143	76,344	20,959	37.84
41300	WAGES - OVERTIME	139,777	136,075	160,000	146,500	200,000	40,000	25.00
41400	LONGEVITY PAY	21,012	14,521	13,817	13,582	14,112	295	2.14
41500	CLOTHING ALLOWANCE	7,188	6,964	8,161	7,655	8,521	360	4.41
42100	EMPLOYER PORTION FICA	99,931	96,375	115,969	102,226	130,188	14,219	12.26
42200	EMPLOYER PORTION IMRF	197,453	186,987	179,505	171,288	158,242	(21,263)	(11.85)
42500	EMPLOYEE HEALTH INSURANCE	279,325	319,428	359,933	359,933	355,799	(4,134)	(1.15)
42600	WORKER'S COMPENSATION/LIABILITY INSU	66,016	40,243	58,129	58,129		(58,129)	(100.00)
PERSONNEL		**2,069,508**	**1,984,224**	**2,229,497**	**2,124,848**	**2,346,019**	**116,522**	**5.23**
COMMODITIES								
51300	SUPPLIES/PARTS-BUILDINGS	18,553	21,326	16,723	20,250	23,000	6,277	37.54
51410	SUPPLIES/PARTS-STREETS	40,853		10,000	10,000	12,000	2,000	20.00
51430	SUPPLIES/PARTS-STORM SEWERS	7,975	10,132	24,815	22,000	25,000	185	0.75
51500	SUPPLIES/PARTS-EQUIPMENT	367	93	3,237	3,800	6,500	3,263	100.80
51700	SUPPLIES/PARTS-VEHICLES	71,291	77,454	77,177	77,177	90,000	12,823	16.62
51997	STREETLIGHTS, PARTS	6,993	24,269	16,184	16,000	17,500	1,316	8.13
51998	TRAFFIC & STREET SIGNS	22,758			302	500	500	
51999	SUPPLIES/PARTS-TRAFFIC SIGNALS	28,211						
52000	OFFICE SUPPLIES	365	220	850	500	800	(50)	(5.88)
52500	JANITORIAL SUPPLIES	8,221	7,415	11,328	9,850	11,360	32	0.28
53100	ICE/SNOW CONTROL SUPPLIES	93,216	705	1,618	1,618	3,000	1,382	85.41
53300	SMALL TOOLS & EQUIPMENT	9,063	11,004	9,170	10,100	10,000	830	9.05
54000	UNIFORMS/PROTECTIVE CLOTHING	827	1,297		137			
55000	FUEL, OIL, & LUBRICANTS	72,930	97,387	149,077	131,200	150,000	923	0.62
COMMODITIES		**381,623**	**251,302**	**320,179**	**302,934**	**349,660**	**29,481**	**9.21**
CONTRACTUAL SERVICES								
61100	MAINTENANCE-GROUNDS	10,429	11,998	28,972	19,000	29,200	228	0.79
61300	MAINTENANCE-BUILDINGS	36,692	64,455	45,196	41,000	45,500	304	0.67
61400	MAINTENANCE-INFRASTRUCTURE	13,527	21,876	28,803	18,000	30,000	1,197	4.16
61420	MAINTENANCE-STREETS	2,250		11,062	13,775	11,500	438	3.96
61430	MAINTENANCE-STORM SEWERS	9,917		10,535	10,535	20,000	9,465	89.84
61450	MAINTENANCE-SIDEWALKS (50/50)					15,000	15,000	
61500	MAINTENANCE-EQUIPMENT	1,260	4,467	10,482	8,100	8,000	(2,482)	(23.68)
61599	WARNING SIRENS	6,720	6,960	7,164	7,200	7,500	336	4.69
61700	MAINTENANCE-VEHICLES	47,260	91,682	80,000	71,500	85,000	5,000	6.25
62099	PRINTED MATERIALS	195	608	263	711	275	12	4.56
62300	ARCHITECT/ENGINEERING SERVICES	48,348	1,000					
63100	FORESTRY SERVICES	53,001	113,227	100,000	125,000	100,000		
63150	50/50 TREE PLANTING					7,500	7,500	
63400	SNOW REMOVAL SERVICES	31,388	76,388	80,000	27,338		(80,000)	(100.00)
63600	WEATHER SERVICES	3,384	3,456	3,371	3,371	3,800	429	12.73
63800	CONTRACTED SERVICES	73,477	67,097	103,296	93,000	105,000	1,704	1.65
64000	UTILITIES	15,913	13,234	17,383	15,250	17,383		
64100	ELECTRIC SERVICES	27,358	28,294	80,000	32,000	50,000	(30,000)	(37.50)
64500	TELEPHONE SERVICES	8,788	9,313	8,700	7,800	8,100	(600)	(6.90)
65100	FREIGHT & POSTAGE	83	173	150	400		(150)	(100.00)
65200	MARKETING ADS & PUBLIC INFO	198	482	263	100	300	37	14.07
65400	TAXES, LICENSES, & FEES	3,429	13,304	12,643	2,850	12,089	(554)	(4.38)
65500	RENTAL-BLDG & EQUIP	1,543	1,138	1,475	10,900	1,500	25	1.69
66100	DUES & SUBSCRIPTIONS	1,045	940	263	2,256	585	322	122.43
66200	TRAINING/TRAVEL		4,718	7,545	6,678	9,750	2,205	29.22
69700	CENTRAL BUSINESS DISTRICT PROJECTS	12,149	15,731	11,726	11,726	15,000	3,274	27.92
CONTRACTUAL SERVICES		**408,354**	**550,541**	**649,292**	**528,490**	**582,982**	**(66,310)**	**(10.21)**
EQUIPMENT								
86000	EQUIPMENT	6,500	803	7,800	55,000	65,000	57,200	733.33
EQUIPMENT		**6,500**	**803**	**7,800**	**55,000**	**65,000**	**57,200**	**733.33**
TOTAL PUBLIC WORKS		**2,865,985**	**2,786,870**	**3,206,768**	**3,011,272**	**3,343,661**	**136,893**	**4.27**

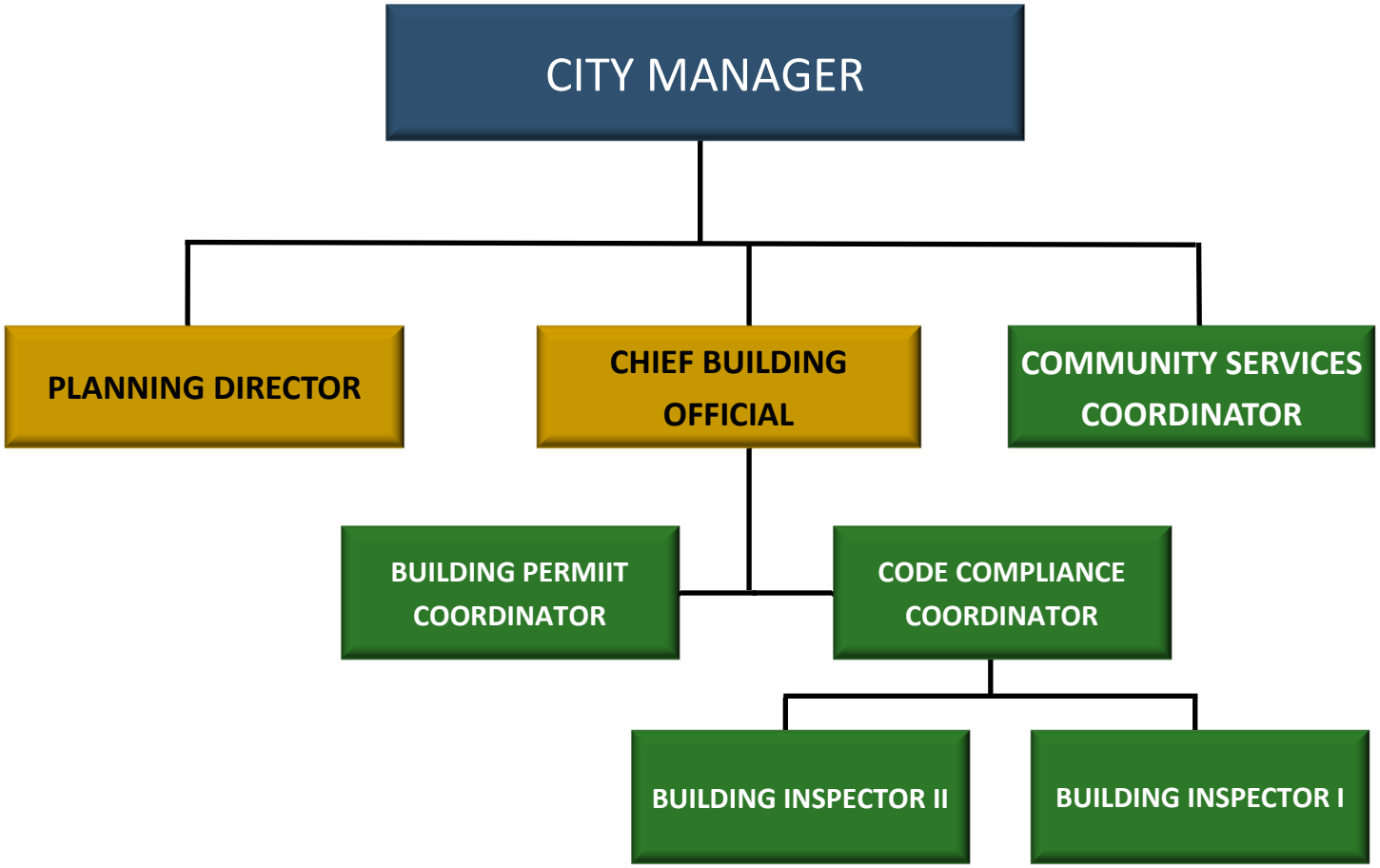
GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 30-31 - PUBLIC WORKS - ADMINISTRATION								
PERSONNEL								
100-30-31-41100	WAGES - FULL-TIME	212,167	176,329	188,239	191,244	199,864	11,625	6.18
100-30-31-41200	WAGES - PART-TIME	548						
100-30-31-41300	WAGES - OVERTIME	11						
100-30-31-42100	EMPLOYER PORTION FICA	15,332	12,580	14,400	13,799	15,290	890	6.18
100-30-31-42200	EMPLOYER PORTION IMRF	31,593	25,669	23,135	23,677	34,816	11,681	50.49
100-30-31-42500	EMPLOYEE HEALTH INSURANCE	38,618	39,095	41,746	41,746	31,729	(10,017)	(24.00)
100-30-31-42600	WORKER'S COMPENSATION/LIABILITY INSU	2,040	1,244	1,797	1,797		(1,797)	(100.00)
PERSONNEL		300,309	254,917	269,317	272,263	281,699	12,382	4.60
COMMODITIES								
100-30-31-52000	OFFICE SUPPLIES	159		300		300		
COMMODITIES		159		300		300		
CONTRACTUAL SERVICES								
100-30-31-62099	PRINTED MATERIALS	68						
100-30-31-62300	ARCHITECT/ENGINEERING SERVICES	47,348						
100-30-31-64500	TELEPHONE SERVICES	8,415	8,719	8,000	7,200	7,500	(500)	(6.25)
100-30-31-65100	FREIGHT & POSTAGE	29		150			(150)	(100.00)
100-30-31-66200	TRAINING/TRAVEL			750		750		
CONTRACTUAL SERVICES		55,860	8,719	8,900	7,200	8,250	(650)	(7.30)
Dept 30-31 - PUBLIC WORKS - ADMINISTRATION		**356,328**	**263,636**	**278,517**	**279,463**	**290,249**	**11,732**	**4.21**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 30-32 - PUBLIC WORKS - SUPPORT SERVICES								
PERSONNEL								
100-30-32-41100	WAGES - FULL-TIME	115,328	122,159	132,116	131,473	141,052	8,936	6.76
100-30-32-41200	WAGES - PART-TIME			36,000	32,049	49,500	13,500	37.50
100-30-32-41300	WAGES - OVERTIME	15,474	22,595	25,000	17,500	35,000	10,000	40.00
100-30-32-41400	LONGEVITY PAY	1,457	1,476	1,548	1,549	1,656	108	6.98
100-30-32-41500	CLOTHING ALLOWANCE	1,039	1,080	1,080	1,084	1,080		
100-30-32-42100	EMPLOYER PORTION FICA	9,361	10,429	14,974	13,470	17,464	2,490	16.63
100-30-32-42200	EMPLOYER PORTION IMRF	19,808	21,268	19,633	19,080	15,478	(4,155)	(21.16)
100-30-32-42500	EMPLOYEE HEALTH INSURANCE	41,728	40,156	40,172	40,172	39,134	(1,038)	(2.58)
100-30-32-42600	WORKER'S COMPENSATION/LIABILITY INSU	4,574	2,788	4,027	4,027		(4,027)	(100.00)
PERSONNEL		208,769	221,951	274,550	260,404	300,364	25,814	9.40
COMMODITIES								
100-30-32-51300	SUPPLIES/PARTS-BUILDINGS	13,317	13,946	13,486	15,000	18,000	4,514	33.47
100-30-32-51700	SUPPLIES/PARTS-VEHICLES	(113)						
100-30-32-52500	JANITORIAL SUPPLIES	7,010	5,849	9,710	8,250	9,710		
100-30-32-53100	ICE/SNOW CONTROL SUPPLIES		705	1,618	1,618	3,000	1,382	85.41
100-30-32-53300	SMALL TOOLS & EQUIPMENT	1,199	727	1,079	1,000	1,000	(79)	(7.32)
100-30-32-54000	UNIFORMS/PROTECTIVE CLOTHING	154			137			
100-30-32-55000	FUEL, OIL, & LUBRICANTS	826	1,040		1,200			
COMMODITIES		22,393	22,267	25,893	27,205	31,710	5,817	22.47
CONTRACTUAL SERVICES								
100-30-32-61100	MAINTENANCE-GROUNDS	2,813	4,057	13,169	6,500	13,200	31	0.24
100-30-32-61300	MAINTENANCE-BUILDINGS	27,812	49,949	34,766	32,500	35,000	234	0.67
100-30-32-61500	MAINTENANCE-EQUIPMENT	520	1,114	4,214	1,500	1,500	(2,714)	(64.40)
100-30-32-61599	WARNING SIRENS	6,720	6,960	7,164	7,200	7,500	336	4.69
100-30-32-63800	CONTRACTED SERVICES	73,442	67,097	103,296	93,000	105,000	1,704	1.65
100-30-32-64000	UTILITIES	15,913	13,234	17,383	15,250	17,383		
100-30-32-64100	ELECTRIC SERVICES	27,358	28,294	80,000	32,000	50,000	(30,000)	(37.50)
100-30-32-65400	TAXES, LICENSES, & FEES	3,244	13,214	11,589	2,500	11,589		
100-30-32-66200	TRAINING/TRAVEL		450	1,317	1,200	2,500	1,183	89.83
CONTRACTUAL SERVICES		157,822	184,369	272,898	191,650	243,672	(29,226)	(10.71)
Dept 30-32 - PUBLIC WORKS - SUPPORT SERVICES		**388,984**	**428,587**	**573,341**	**479,259**	**575,746**	**2,405**	**0.42**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 30-33 - PUBLIC WORKS - STREET DIVISION								
PERSONNEL								
100-30-33-41100	WAGES - FULL-TIME	905,501	787,837	879,493	820,347	981,178	101,685	11.56
100-30-33-41200	WAGES - PART-TIME	22,689	21,799	11,082	5,066	11,359	277	2.50
100-30-33-41300	WAGES - OVERTIME	124,292	113,480	135,000	129,000	165,000	30,000	22.22
100-30-33-41400	LONGEVITY PAY	19,555	13,045	12,269	12,033	12,456	187	1.52
100-30-33-41500	CLOTHING ALLOWANCE	6,149	5,884	7,081	6,571	7,441	360	5.08
100-30-33-42100	EMPLOYER PORTION FICA	75,041	67,782	79,936	68,646	90,074	10,138	12.68
100-30-33-42200	EMPLOYER PORTION IMRF	145,834	129,670	127,059	119,058	100,917	(26,142)	(20.57)
100-30-33-42500	EMPLOYEE HEALTH INSURANCE	198,979	233,197	270,997	270,997	278,035	7,038	2.60
100-30-33-42600	WORKER'S COMPENSATION/LIABILITY INSU	59,402	36,211	52,305	52,305		(52,305)	(100.00)
PERSONNEL		1,557,442	1,408,905	1,575,222	1,484,023	1,646,460	71,238	4.52
COMMODITIES								
100-30-33-51300	SUPPLIES/PARTS-BUILDINGS	5,236	7,380	3,237	5,250	5,000	1,763	54.46
100-30-33-51410	SUPPLIES/PARTS-STREETS	40,853		10,000	10,000	12,000	2,000	20.00
100-30-33-51430	SUPPLIES/PARTS-STORM SEWERS	7,975	10,132	24,815	22,000	25,000	185	0.75
100-30-33-51500	SUPPLIES/PARTS-EQUIPMENT	367	93	3,237	3,800	6,500	3,263	100.80
100-30-33-51700	SUPPLIES/PARTS-VEHICLES	71,404	77,454	77,177	77,177	90,000	12,823	16.62
100-30-33-51997	STREETLIGHTS, PARTS	6,993	24,269	16,184	16,000	17,500	1,316	8.13
100-30-33-51998	TRAFFIC & STREET SIGNS	22,758			302	500	500	
100-30-33-51999	SUPPLIES/PARTS-TRAFFIC SIGNALS	28,211						
100-30-33-52000	OFFICE SUPPLIES	179	220	500	500	500		
100-30-33-52500	JANITORIAL SUPPLIES	1,211	1,566	1,618	1,600	1,650	32	1.98
100-30-33-53100	ICE/SNOW CONTROL SUPPLIES	93,216						
100-30-33-53300	SMALL TOOLS & EQUIPMENT	7,864	10,277	8,091	9,100	9,000	909	11.23
100-30-33-54000	UNIFORMS/PROTECTIVE CLOTHING	673	1,297					
100-30-33-55000	FUEL, OIL, & LUBRICANTS	69,016	96,347	142,577	130,000	150,000	7,423	5.21
COMMODITIES		355,956	229,035	287,436	275,729	317,650	30,214	10.51
CONTRACTUAL SERVICES								
100-30-33-61100	MAINTENANCE-GROUNDS	7,616	7,941	15,803	12,500	16,000	197	1.25
100-30-33-61300	MAINTENANCE-BUILDINGS	8,880	14,506	10,430	8,500	10,500	70	0.67
100-30-33-61400	MAINTENANCE-INFRASTRUCTURE	13,527	21,876	28,803	18,000	30,000	1,197	4.16
100-30-33-61420	MAINTENANCE-STREETS	2,250		11,062	13,775	11,500	438	3.96
100-30-33-61430	MAINTENANCE-STORM SEWERS	9,917		10,535	10,535	20,000	9,465	89.84
100-30-33-61450	MAINTENANCE-SIDEWALKS (50/50)					15,000	15,000	
100-30-33-61500	MAINTENANCE-EQUIPMENT	740	3,353	6,268	6,600	6,500	232	3.70
100-30-33-61700	MAINTENANCE-VEHICLES	47,260	91,682	80,000	71,500	85,000	5,000	6.25
100-30-33-62099	PRINTED MATERIALS	127	608	263	711	275	12	4.56
100-30-33-63100	FORESTRY SERVICES	53,001	113,227	100,000	125,000	100,000		
100-30-33-63150	50/50 TREE PLANTING					7,500	7,500	
100-30-33-63400	SNOW REMOVAL SERVICES	31,388	76,388	80,000	27,338		(80,000)	(100.00)
100-30-33-63600	WEATHER SERVICES	3,384	3,456	3,371	3,371	3,800	429	12.73
100-30-33-63800	CONTRACTED SERVICES	35						
100-30-33-65100	FREIGHT & POSTAGE	54	173		400			
100-30-33-65200	MARKETING ADS & PUBLIC INFO	198	482	263	100	300	37	14.07
100-30-33-65400	TAXES, LICENSES, & FEES	185	90	1,054	350	500	(554)	(52.56)
100-30-33-65500	RENTAL-BLDG & EQUIP	1,543	1,138	1,475	10,900	1,500	25	1.69
100-30-33-66100	DUES & SUBSCRIPTIONS	1,045	670	263	1,978	300	37	14.07
100-30-33-66200	TRAINING/TRAVEL		4,268	5,478	5,478	6,000	522	9.53
100-30-33-69700	CENTRAL BUSINESS DISTRICT PROJECTS	12,149	15,731	11,726	11,726	15,000	3,274	27.92
CONTRACTUAL SERVICES		193,299	355,589	366,794	328,762	329,675	(37,119)	(10.12)
EQUIPMENT								
100-30-33-86000	EQUIPMENT	6,500	803	7,800	55,000	65,000	57,200	733.33
EQUIPMENT		6,500	803	7,800	55,000	65,000	57,200	733.33
Dept 30-33 - PUBLIC WORKS - STREET DIVISION		**2,113,197**	**1,994,332**	**2,237,252**	**2,143,514**	**2,358,785**	**121,533**	**5.43**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 30-35 - PUBLIC WORKS - ENGINEERING								
PERSONNEL								
100-30-35-41100	WAGES - FULL-TIME	1,466	71,299	78,750	77,328	80,719	1,969	2.50
100-30-35-41200	WAGES - PART-TIME	1,107	4,208	8,303	8,028	15,485	7,182	86.50
100-30-35-42100	EMPLOYER PORTION FICA	197	5,584	6,659	6,311	7,360	701	10.53
100-30-35-42200	EMPLOYER PORTION IMRF	218	10,380	9,678	9,473	7,031	(2,647)	(27.35)
100-30-35-42500	EMPLOYEE HEALTH INSURANCE		6,980	7,018	7,018	6,901	(117)	(1.67)
PERSONNEL		2,988	98,451	110,408	108,158	117,496	7,088	6.42
COMMODITIES								
100-30-35-52000	OFFICE SUPPLIES	27		50			(50)	(100.00)
100-30-35-55000	FUEL, OIL, & LUBRICANTS	3,088		6,500			(6,500)	(100.00)
COMMODITIES		3,115		6,550			(6,550)	(100.00)
CONTRACTUAL SERVICES								
100-30-35-62300	ARCHITECT/ENGINEERING SERVICES	1,000	1,000					
100-30-35-64500	TELEPHONE SERVICES	373	594	700	600	600	(100)	(14.29)
100-30-35-66100	DUES & SUBSCRIPTIONS		270		278	285	285	
100-30-35-66200	TRAINING/TRAVEL					500	500	
CONTRACTUAL SERVICES		1,373	1,864	700	878	1,385	685	97.86
Dept 30-35 - PUBLIC WORKS - ENGINEERING		**7,476**	**100,315**	**117,658**	**109,036**	**118,881**	**1,223**	**1.04**

COMMUNITY DEVELOPMENT ORGANIZATIONAL CHART



Community Development Department

Department Introduction

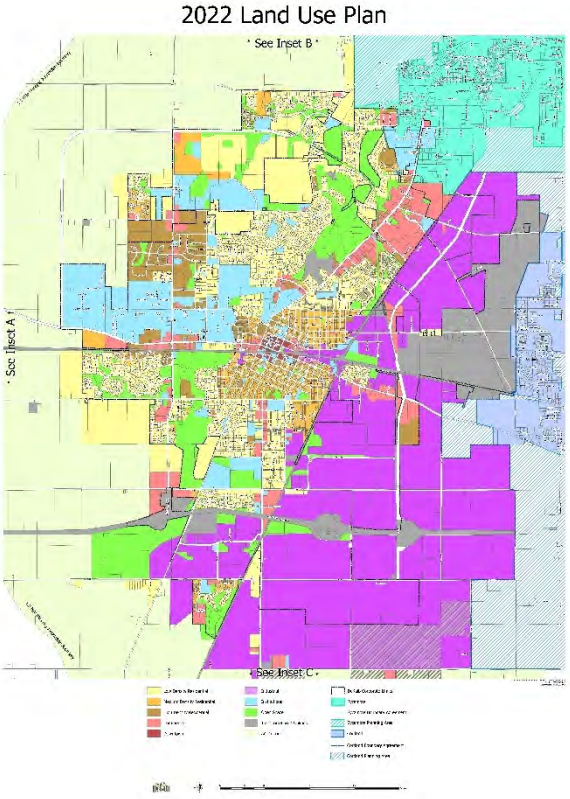
Under the general supervision of the City Manager, the Community Development Department is responsible for the Planning, Economic Development, Community Development Block Grant (CDBG), Human Services Funding Grants, Housing Rehabilitation Assistance Program, Neighborhood Support Programs, Zoning Review and Entitlement, Construction Permitting, and Code Enforcement functions within the City government. The Department promotes responsible development and the sound maintenance of properties in the City, supporting the success of local business and promoting the community to new businesses and residents. Programming includes long range planning, the attraction and retention of quality businesses, efficient development review processes, community services and the enforcement of locally adopted zoning, building and property maintenance codes.

The Department's mission is to be responsive to residents and businesses and their development concerns and needs, and to maintain a positive business climate that brings confidence to investors, resulting in an expanding, diversified and balanced tax base, thereby lessening the tax burden on property owners. The Department's offices are often the first point of contact for new and existing businesses, developers, and contractors. To assist these interested parties, the Department makes a significant effort to remain informed about local resources. The Department also coordinates with other City departments and governmental entities to review and approve development projects to ensure high quality developments are delivered in a responsible and timely manner.

FY2022 Accomplishments

2022 Comprehensive Plan Update: In early 2022, the Department undertook the task of updating the 2005 Comprehensive Plan. A Comprehensive Plan is a document designed to guide the future land use decisions of the City. The Planning and Zoning Commission reviewed drafts of the Plan at four meetings in April, May, and June. Open Houses to gather further public input were held in late June and mid-July. On August 22, 2022, the City Council approved the 2022 City of DeKalb Comprehensive Plan. The Plan will guide future development in the City for the next 5-10 years. The full Comprehensive Plan can be found here:

https://www.cityofdekalb.com/DocumentCenter/View/253/Comprehensive-Plan-2022



Project Wildcat: On August 8, 2022, the City Council approved the annexation, rezoning and preliminary development plan for a 160-acre site at the northwest corner of Peace Road and Gurler Road for a food distribution, packaging, and storage company. Phase I will contain an approximately 1,240,000 square foot building. Phase II will consist of one building constructed in two phases totaling about 936,000 sq. ft. Construction of the project will commence in 2023 with the first building expected to be fully operational by the end of the first quarter of 2025.

Meta (Facebook) Data Center: In June 2020, it was announced that Meta will be constructing a 970,000 sq. ft. data center on 505 acres of property generally located east of Rt. 23 and south of Gurler Road in the I-88 Corridor. In the fall of 2022, the first two buildings will be partially occupied, and three additional buildings started in the spring of 2022 will be occupied by 2024.

During the summer of 2022 there were over 1,000 construction workers on the Meta site each day and when the buildout is complete, there will be 100 permanent jobs. In addition to jobs, Meta DeKalb will be 100% powered by renewable energy and will be LEED Gold certified upon completion.

Amazon (Project Barb): In July 2021, the City Council approved an amendment to the ChicagoWest Business Center development along Gurler Road to accommodate a 700,000 sq. ft. warehouse and distribution facility for Amazon known as Project Barb. The site is about 58 acres and located along the north side of Gurler Road between the existing Ferrara Pack Center and Crego Road. Construction commenced at the site in August 2021 and a certificate of occupancy was issued in September of 2022.

View of the site facing Northwest (picture taken on 9/14/2022)

Agora Tower: In the summer of 2020 construction started on a four-story, mixed-use development at the northeast corner of E. Locust Street and N. 4th Street. The building will feature 94 one- and two-bedroom apartment units and approximately 12,000 sq. ft. of commercial space on the ground floor. During 2022, construction moved along briskly and will be completed by the end of the year. The total project cost was about $15.8 million with $3 million in TIF assistance provided by the City.

Johann DeKalb Suites - The City Council approved the rezoning of the former DeKalb Municipal Building site along S. 4th Street in October 2020 to accommodate a 57-unit upscale residential project in three two-story buildings. There will be a total of 49 one-bedroom units and eight two-bedroom units in the project. The purchase offer for the City's 2.5-acre property was $600,000 and a TIF funding request of $750,000 was made to cover demolition, underground utilities, sidewalk improvements, and other TIF-eligible costs. Demolition of the former Municipal Building was completed in the fall of 2021 and construction began in the summer of 2022.

First United Methodist Church: In July 2020, the City Council approved an annexation and development agreement to allow for a new DeKalb First United Methodist Church on 16 acres located along the west side of N. Annie Glidden Road across from the DeKalb County Health Facility Campus. The church building will be 10,900 sq. ft. and include a 240-seat sanctuary, classrooms, coffee/lounge area, administrative offices, and a kitchen. A groundbreaking for the church occurred in July 2022 and construction will be completed in the summer of 2023.

Wehrli Custom Fabrication - Site work commenced at the property at 231 Harvestore Drive in April 2021 for a new building for Wehrli Custom Fabrication. The 112,000 sq. ft. building was completed in early 2022 at the 11-acre site and replaces their 35,000 sq. ft. space at 300 Harvestore Drive. Wehrli specializes in high-performance diesel upgrades and custom metal fabrication for trucks and employs over 50 people.

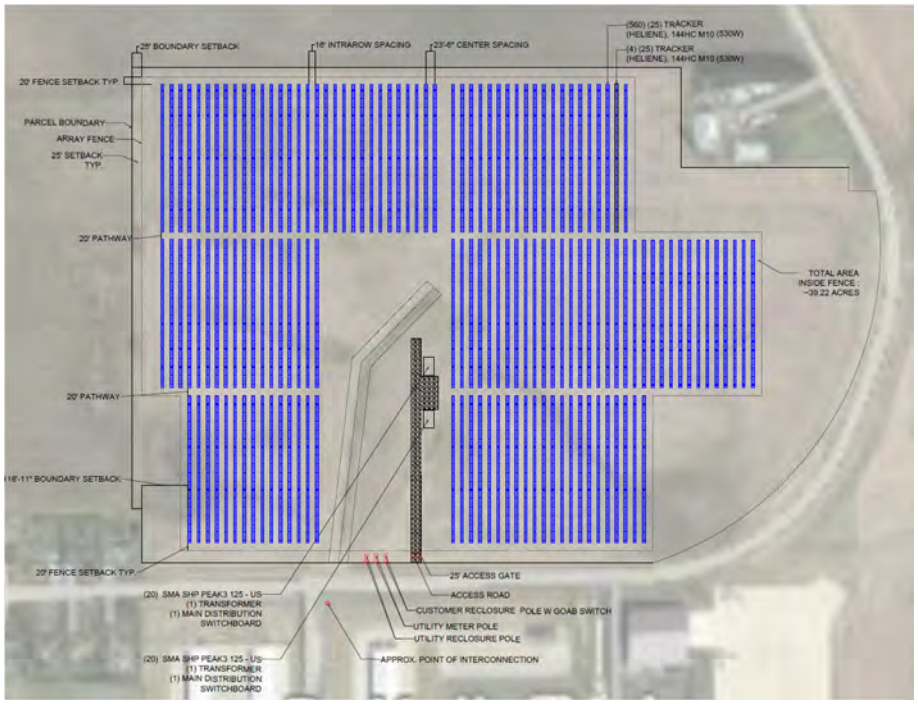
Arista Residences: In January 2022 the City Council approved the Arista Residences project at Barber Greene Road and County Farm Road. Pappas Development is developing 4-story executive suites building with (61) 1-bedroom units. The 1.8-acre site contained the former Buhr's Landscaping and Lawn Care business. Construction is expected to start in the spring of 2023.

Self-Storage Facilities: In early 2022 the City Council approved a special use permit for a 31,900 sq. ft. self-storage facility at 118 Clive Drive. Three buildings are proposed with a total of 176 storage units and a variety of unit sizes. Construction is expected to be completed by the end of 2022. A second self-storage facility at 1700 Sycamore Road opened in mid-2022. Boxed Up Self-Storage is a 20,000 sq. ft. climate-controlled facility that contains 196 storage units in varying sizes. Both projects will cater to the increasing demand for self-storage space in the community.

922 S. 4th Street Restaurant: In July 2022 the City approved a special use permit and site plan for a proposed restaurant and drive-through at 922 S. 4th Street. The proposed restaurant will be called Anna's Sandwich Shoppe and will be a welcome addition to the S. 4th Street corridor.

145 Fisk Avenue: In March the Planning and Zoning Commission reviewed a concept plan for 32 apartment units in the existing 4-story building at 145 Fisk Avenue. The response from the Commission and neighbors was generally positive. A zoning and preliminary plan application should be submitted by the end of 2022.

SunVest Solar – Pleasant Street: The City Council approved a special use permit in August 2022 for a solar energy generation facility (solar farm) on an approximately 49-acre City-owned site along the north side of Pleasant Street across from the DeKalb Taylor Municipal Airport. Construction will begin on the project in 2023.



Other Planning, Building and Zoning Activity: Other zoning, building and development activity in 2022 included the following:

- Special use permit for the office development at the corner of Sycamore Road and E. Hillcrest Drive to allow apartment units on the upper floors of the two buildings.
- Rezoning of 1221 W. Lincoln Highway to make way for a future 6,000 sq. ft. commercial building by the owner of Fatty's Pub and Grille.
- Kohl's conducted a $200,000 remodel of their store to accommodate a 2,500 sq. ft. "Sephora at Kohl's".
- Walmart completed a 1.4-million-dollar remodel and update to the interior and exterior of the store. Areas remodeled included the bathrooms, checkout lanes, customer service desk, auto center, vision center, online order pick-up and exterior paint and signage.
- Text amendments to the UDO were approved to remove the 250-foot setback for a cannabis dispensary to a residential use. In addition, an amendment was approved to add the "CBD" Central Business District to the list of zoning districts where a special use for a cannabis dispensary can be located.
- The Planning and Zoning Commission unanimously approved variances for 175 W. Lincoln Highway (Shell Gas Station) to allow for the remodeling of the three service bays into a convenience store. The approved variances will also allow food/beverage coolers and parking spaces to encroach into the required setbacks.
- Approved a one-year extension to July 1, 2023, for a special use permit for 818 W. Lincoln Highway NuMed Partners to obtain a state-issued cannabis dispensary license.

- Approved an amended Final Plan to allow a modular classroom on the Gwendolyn Brooks Elementary School site.
- Approved a special use permit and variance for J&S Recovery and Towing for a vehicle tow facility and storage yard located at 407 Industrial Drive. It will function as an auxiliary impound yard to handle overflow vehicles from their current site at 110 Industrial Drive.
- Approved a Minor Subdivision Plat to create a 3-lot subdivision for a 36-acre property located along the north side of Gurler Road, just east of S. 1st Street. The subdivision will accommodate a solar farm and future industrial development.
- Approved the rezoning of 304 N. 6th Street to allow for the establishment of a grocery store and small restaurant.
- EggToy Studios received rezoning approval of the First United Methodist Church building at 311-317 N. 4th St. for an art studio and exhibit space.
- Approved a variance for Inboden's Meat Market to allow an electronic changeable copy sign (electronic message center).

Building Permit and Planning Software: The new module of BS&A, "Building Department," was brought online with the other City modules in January. The modules help with coordination between zoning, business licensing, utility billing and fee payments. The consolidation also assists the City in working with property owners to comply with City ordinances, codes, and licensing. Finally, the software has helped with detailed reporting and individual inspector tracking.

Building Permit Activity: Building activity in the City continues to be very strong. The total number of permits was up 5% over the same period in 2021 (January-September). The Department saw a 125% increase in non-residential alterations. Roofing, electrical, and plumbing permits also saw growth in 2022. A new performance measure the Department can begin to track with the new software is the valuation of projects. From the beginning of 2022 through September, the valuation is over $1,500,000,000.

Building Code Compliance: From January through September 2022 over 340 cases have been closed out while 488 cases were opened. The new software has allowed for better tracking and reporting of cases.

Building & Code Compliance Division Expansion: The Division expanded their floor area inside City Hall over the summer. Permit Coordinator Morgan Zirk works from the new space, which features a "kiosk" and computer that allows employees to work with residents and contractors on their projects. The Public Works Department performed the work.

Personnel Changes and Additions: Aaron Walker accepted the full-time Building Inspector I position in June. Aaron started with the City in 2018 as a part time Code Compliance Inspector and became the full-time Administrative Assistant in 2019. In October 2021 Aaron became the Permit Coordinator with the retirement of Brenda Hart. In July 2021 Morgan Zirk accepted the position of Permit Coordinator with the Department. Morgan was promoted in January to Administrative Associate and works with the new online permitting and provides customer service at the counter. Finally, a new Building Inspector II – Plumbing, Patrick O'Donnell, was hired in February 2022. Patrick handles all plumbing inspections along with property maintenance complaints and other minor inspections.

University Village Collaborative: During 2022, the lead agency role for the University Village Collaborative transitioned from Adventure Works to Family Service Agency. Adventure Works functioned as the lead until the agency decided that the work of the collaborative was creating mission drift within their organization. To get back on track, Adventure Works withdrew from the lead agency role and Family Service Agency stepped in. This was a logical transition because FSA is home to the Community Action Program (CAP) in DeKalb County. The collaborative was a perfect fit with the CAP mission to provide support and services to low-income populations including assistance with rent/mortgage payments, access to food, water/sewer payments, employment training/placement, financial management, and temporary shelter by providing locally designed programs based on the needs of the community. The collaborative is in the process of rebuilding its membership and reconnecting with property residents, as there were changes in occupancy by tenants and shifts in both focus and staffing during the COVID pandemic. The group has also transitioned back to in-person meetings to build stronger connections between collaborative members and tenants.

Strong Communities Program: The City continues to identify condemned and/or abandoned residential properties that are appropriate candidates for demolition. Thus far, one property has been demolished and nine additional properties have been screened for eligibility. The difficulty with completing the actual demolitions is working with the owners and/or banks involved with the properties. When the City receives notification the owner or bank plans to rehabilitate the property, the demolition is put on hold to give ownership time to make the needed repairs. To date, several of these properties remain in the same or worse condition, still awaiting rehabilitation. Without clear access to the property, the City must wait until all avenues of enforcement are applied prior to initiating the demolition. The City will have access to the Strong Communities funding until March of 2023. If funds are not fully expended by that time, unspent monies will revert to the state.

Annie Glidden North Revitalization: The City continues to support the recommendations of the Annie Glidden North (AGN) Revitalization Plan and the ten transformational projects to revitalize the northwest side of the community. As noted elsewhere, during 2022 the City completed the demolition of the Hunter Hillcrest Property and began the process of soliciting public input for the best uses for the vacant property known as the "L." City staff and other officials attended four Listening Sessions hosted by Opportunity DeKalb and held additional sessions during two meetings of the City Council. The information obtained from the sessions will be reviewed by City staff to determine the next steps in promoting the redevelopment of the property.

Other projects continue to take place to improve the AGN neighborhood. Community Development Block Grant (CDBG) funds have been allocated to repave Ridge Drive. The project will be completed before the end of the year. Reallocated CDBG-CV funding will be used to reconfigure Kimberly Drive and Edgebrook Drive to calm traffic in the area and decrease non-resident use of these streets as connectors to Blackhawk. The modifications of at least one street will be complete before the end of the year.

Housing Rehabilitation: CDBG also funds improvements to single family housing owned and occupied by low-income residents. Approved projects continued to be low in 2022. The City completed one project and has another project currently in progress. There are also several outstanding applications awaiting the required documentation to establish eligibility. Although numerous requests for assistance are received, some are ineligible because the type of assistance being requested is not provided by this program. In other cases, residents are over the HUD-established income limits for the program. There is also a lack of follow-through by some applicants in submitting the required documentation. With summer over and people spending more time in their homes, it is typical for requests for assistance to increase.

Community Services: During FY 2022, the City continued to administer both CDBG Entitlement and CDBG Covid (CV) funds. With increased access to vaccinations and decreased pandemic restrictions, the demand for CDBG-CV pandemic-related public services slowly decreased. During the planning process for the 2022 CDBG Annual Action Plan, all programs were assessed for need, effectiveness, and utilization to determine the best use of unspent funding plus carry-over funds from prior years. Three programs that were not being utilized were cancelled: Optional Relocation Assistance, Acquisition, and Economic Development. These programs were created at a time when there was an anticipated need for funding in these areas, but the needs did not materialize. Funding from these programs, plus the unused funds from prior years, was reallocated to the Public Facilities Program to address infrastructure improvements in low- to moderate-income areas of the City including the AGN neighborhood.

2022 Human Services funding in the amount of $150,000 was allocated to support the provision of services by fourteen local agencies that provided assistance to the elderly, survivors of domestic violence, at-risk youth, people with disabilities, the homeless, and people of low-income. Additional funding in the amount of $50,000 was allocated to seven new grantees who were not funded in the past. Three of the new grantees were new not-for-profits created to meet the needs of previously unserved or underserved populations in the City.

In addition, following several fires where City residents were displaced from their homes, a new program was piloted to provide personal follow-up and a warm referral for any needed services. During 2022, thirteen households were contacted and provided with emotional support, information, and referrals to community resources. The Community Services Coordinator also worked with Family Service Agency to create a direct referral protocol that prioritizes these residents for immediate services from this agency when needed.

Community Services also handled numerous phone calls from residents with a wide variety of needs. The Community Services Coordinator worked with each caller to answer their questions and/or connect them to the appropriate resources if the needs were for services the City does not provide.

FY2023 Initiatives

Economic Development: Continue aggressive Economic Development efforts to promote properties within the community for new development or redevelopment that follow the recommendations of the Comprehensive Plan and Sub-Area Plans and the City's goals and policies.

2022 Comprehensive Plan Implementation: Review the goals and objectives of Plan and develop an implementation strategy that includes amendments to the UDO or other City policies.

Manufacturing/Warehouse/Distribution/High Tech Facilities: Promote the development of large-scale manufacturing, distribution, and high-tech facilities that are transformative, which will bring in jobs and broaden and diversify the property tax base.

Downtown Redevelopment: Encourage continued development and redevelopment in the downtown area by focusing on projects that are compatible with the 2022 Comprehensive Plan and various Downtown Plans, which will provide a sustainable environment for existing and future businesses.

TIF Funding: Focus on TIF #3 for future private redevelopment projects. Award TIF funding for projects that meet the City Council's established protocols and criteria.

Update Parking Regulations: Review and update the parking regulations in the Unified Development Ordinance to make the standards easier to understand, more business-friendly, and match the actual demand required for each use with an emphasis on preserving green space.

Annie Glidden North Revitalization: Continue to identify resources that support the recommendations of the Annie Glidden North Revitalization Plan to stabilize the northwest side of the community. Continue to support revitalization efforts in the AGN Neighborhood including targeted projects and services using CDBG funds. Continue to support resident outreach and expansion of services at University Village.

Redevelopment of the Northwest corner of Blackhawk Road and W. Hillcrest Drive: Work with stakeholders and develop a plan of desired uses for the redevelopment of the area that is beneficial to the neighborhood and entire community.

Community Rehabilitation Services: Identify and demolish abandoned residential structures to fully utilize the Strong Communities Program funds. Re-examine the Housing Rehabilitation Program to identify barriers that prevent residents from utilizing the program and refocus marketing efforts to increase participation by low-to-moderate income households. Continue oversight and administration of the CDBG Entitlement and CDBG-CV funds to ensure full and appropriate utilization of this funding for the benefit of City residents. Seek alternate revenue sources to expand community development activities beyond those supported by the CDBG Program to build a stronger, healthy, and thriving community for all residents to enjoy.

Human Services: Solicit proposals and allocate funding to established local agencies using the 2023 allocation of Human Services Funding. Create and support a program for newly established grassroots organizations to provide starter grants for new not-for-profits that provide services and supports targeted toward disadvantaged populations not currently served by existing programs. Continue to provide as-needed support to the Belonging Council to facilitate the education and greater participation of the community related to issues surrounding diversity, equity, and inclusion for people of color and other disadvantaged populations.

Opportunity Zone: Continue collaboration with NIU and local partners and outside investors to attract investments in the City's designated Opportunity Zones.

Building Permit Fee Review: Review the current permit fee structure and adjust based upon comparable communities.

Building Board of Review: A full review of the 2021 ICC Codes is planned by the Building Code Review Board to bring DeKalb into a more current code year across all construction phases.

Building & Code Compliance Training: Increase the training for Division staff to stay current with new building codes and practices from the State of Illinois and the International Code Council.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 40-41 - COMMUNITY DEV. - ADMINISTRATION								
PERSONNEL								
100-40-41-41100	WAGES - FULL-TIME	189,289	188,768	219,326	226,668	242,041	22,715	10.36
100-40-41-41300	WAGES - OVERTIME			700	700	700		
100-40-41-42100	EMPLOYER PORTION FICA	14,117	14,168	16,832	17,003	18,570	1,738	10.33
100-40-41-42200	EMPLOYER PORTION IMRF	27,676	27,486	27,041	27,845	21,143	(5,898)	(21.81)
100-40-41-42500	EMPLOYEE HEALTH INSURANCE	31,906	20,540	19,978	19,978	19,401	(577)	(2.89)
100-40-41-42600	WORKER'S COMPENSATION/LIABILITY INSU	1,911	1,165	1,582	1,582		(1,582)	(100.00)
PERSONNEL		264,899	252,127	285,459	293,776	301,855	16,396	5.74
COMMODITIES								
100-40-41-51000	BOARDS & COMMISSIONS	2,525	2,675	3,000	525		(3,000)	(100.00)
100-40-41-52000	OFFICE SUPPLIES	463	141	300	400	300		
COMMODITIES		2,988	2,816	3,300	925	300	(3,000)	(90.91)
CONTRACTUAL SERVICES								
100-40-41-62099	PRINTED MATERIALS	136			100	100	100	
100-40-41-62700	HUMAN & SOCIAL SERVICES	134,000	150,000	200,000	200,000	200,000		
100-40-41-63000	SPECIAL EVENT SERVICES				66			
100-40-41-63700	DEVELOPMENTAL SERVICES	106,000	105,000	110,000	110,000	140,000	30,000	27.27
100-40-41-63750	DEMOLITION SERVICES					50,000	50,000	
100-40-41-63800	CONTRACTED SERVICES	706		350		350		
100-40-41-64500	TELEPHONE SERVICES	643	594	665	600	600	(65)	(9.77)
100-40-41-65100	FREIGHT & POSTAGE	25	25	100	50	75	(25)	(25.00)
100-40-41-65200	MARKETING ADS & PUBLIC INFO	4,588	145	1,000	100	500	(500)	(50.00)
100-40-41-65300	LEGAL EXPENSES & NOTICES	2,039	2,662	2,000	400	750	(1,250)	(62.50)
100-40-41-66100	DUES & SUBSCRIPTIONS	799	799	820	1,425	1,500	680	82.93
100-40-41-66200	TRAINING/TRAVEL	188	440	655	900	860	205	31.30
CONTRACTUAL SERVICES		249,124	259,665	315,590	313,641	394,735	79,145	25.08
EQUIPMENT								
100-40-41-86200	OFFICE FURNITURE & EQUIPMENT					200	200	
EQUIPMENT						200	200	
Dept 40-41 - COMMUNITY DEV. - ADMINISTRATION		**517,011**	**514,608**	**604,349**	**608,342**	**697,090**	**92,741**	**15.35**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 40-43 - COMMUNITY DEV. - BUILDING & CODE ENFORCE								
PERSONNEL								
100-40-43-41100	WAGES - FULL-TIME	340,097	328,670	434,578	350,835	370,459	(64,119)	(14.75)
100-40-43-41300	WAGES - OVERTIME	1,915	334	6,500	500	6,500		
100-40-43-41500	CLOTHING ALLOWANCE	623	577	1,800	1,476	1,800		
100-40-43-42100	EMPLOYER PORTION FICA	24,075	22,718	33,880	24,588	28,975	(4,905)	(14.48)
100-40-43-42200	EMPLOYER PORTION IMRF	51,435	47,815	54,430	40,731	32,833	(21,597)	(39.68)
100-40-43-42500	EMPLOYEE HEALTH INSURANCE	69,640	99,799	131,585	131,585	101,544	(30,041)	(22.83)
100-40-43-42600	WORKER'S COMPENSATION/LIABILITY INSU	1,274	777	1,122	1,122		(1,122)	(100.00)
PERSONNEL		489,059	500,690	663,895	550,837	542,111	(121,784)	(18.34)
COMMODITIES								
100-40-43-51700	SUPPLIES/PARTS-VEHICLES	1,083				1,000	1,000	
100-40-43-52000	OFFICE SUPPLIES	314	175	100	100	100		
100-40-43-53300	SMALL TOOLS & EQUIPMENT	70	19	200	200	200		
100-40-43-54000	UNIFORMS/PROTECTIVE CLOTHING			100	100	100		
100-40-43-55000	FUEL, OIL, & LUBRICANTS	1,160	1,824	1,800	3,000	3,500	1,700	94.44
COMMODITIES		2,627	2,018	2,200	3,400	4,900	2,700	122.73
CONTRACTUAL SERVICES								
100-40-43-61500	MAINTENANCE-EQUIPMENT			211	211	250	39	18.48
100-40-43-61700	MAINTENANCE-VEHICLES	720	2,003	790	790	2,000	1,210	153.16
100-40-43-62099	PRINTED MATERIALS	443		200	200	300	100	50.00
100-40-43-62100	FINANCIAL SERVICES				750	1,000	1,000	
100-40-43-63300	NUISANCE ABATEMENT SERVICES	295	(1,135)	9,000	7,800	9,000		
100-40-43-63800	CONTRACTED SERVICES	35,013	53,891	35,000	32,000	35,000		
100-40-43-64500	TELEPHONE SERVICES	3,639	3,233	4,700	4,000	4,700		
100-40-43-65100	FREIGHT & POSTAGE			100		100		
100-40-43-66100	DUES & SUBSCRIPTIONS		348	100	100	100		
100-40-43-66200	TRAINING/TRAVEL	840	48	2,000	2,000	4,000	2,000	100.00
CONTRACTUAL SERVICES		40,950	58,388	52,101	47,851	56,450	4,349	8.35
EQUIPMENT								
100-40-43-86200	OFFICE FURNITURE & EQUIPMENT				702	1,000	1,000	
EQUIPMENT					702	1,000	1,000	
Dept 40-43 - COMMUNITY DEV. - BUILDING & CODE ENFORCE		**532,636**	**561,096**	**718,196**	**602,790**	**604,461**	**(113,735)**	**(15.84)**

General Fund Support

Department Introduction

The General Fund Support budget does not pertain to one specific operating function, but rather contains shared expenditures of all departments that are impractical to allocate. Expenditures include:

- Estimated matching contributions towards employee deferred compensation and health savings accounts (HSA)
- Payments towards retiree health insurance which was established with Ordinance 12-26 (benefits applied in tiers to employees hired before January 1, 2012)
- Contribution to the Worker's Compensation/Liability Insurance internal service fund for premiums and claims
- Payments to other entities subject to economic incentive agreements
- Certain special projects of the City
- Payments on debt service for debt of other entities (Library)
- Transfers to other funds of the City of DeKalb

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Dept 55-00 - GENERAL FUND SUPPORT								
PERSONNEL								
100-55-00-41700	DEFERRED COMPENSATION					208,864	208,864	
100-55-00-41800	HSA CONTRIBUTIONS					90,137	90,137	
100-55-00-42500	RETIREE HEALTH INSURANCE	965,650	1,094,876	1,068,042	1,214,615	1,147,879	79,837	7.48
100-55-00-42600	WORKER'S COMPENSATION/LIABILITY INSU	0	350,000			974,355	974,355	
PERSONNEL		965,650	1,444,876	1,068,042	1,214,615	2,421,235	1,353,193	126.70
CONTRACTUAL SERVICES								
100-55-00-65200	MARKETING ADS & PUBLIC INFO	53,173						
100-55-00-68750	TAX SHARING AGREEMENTS	1,567,783	1,639,010	1,717,956	1,315,909	1,368,971	(348,985)	(20.31)
100-55-00-69199	PRIV PROP REHAB / REDEVELOP				1,000,000			
100-55-00-69200	SURETY BONDS	70,000	62,150	67,317	67,320		(67,317)	(100.00)
100-55-00-69700	SPECIAL PROJECTS					20,000	20,000	
CONTRACTUAL SERVICES		1,690,956	1,701,160	1,785,273	2,383,229	1,388,971	(396,302)	(22.20)
DEBT SERVICES								
100-55-00-75000	DEBT SERVICE - PRINCIPAL				325,000	375,000	375,000	
100-55-00-76000	DEBT SERVICE - INTEREST				160,750	94,599	94,599	
DEBT SERVICES					485,750	469,599	469,599	
TRANSFERS OUT								
100-55-00-91130	TRANSFER TO GEMT FUND			800,000	800,000		(800,000)	(100.00)
100-55-00-91300	TRANSFER TO DEBT SERVICE FUND	1,778,985		1,880,280	1,880,280	1,750,000	(130,280)	(6.93)
100-55-00-91400	TRANSFER TO CAPITAL PROJECTS FUND		22,500					
100-55-00-91420	TRANSFER TO CAPITAL EQUIPMENT FUND	1,700	25,000			200,000	200,000	
100-55-00-91650	TRANSFER TO AIRPORT FUND	51,000						
100-55-00-91900	TRANSFER TO LIBRARY FUND		490,625	495,000			(495,000)	(100.00)
TRANSFERS OUT		1,831,685	538,125	3,175,280	2,680,280	1,950,000	(1,225,280)	(38.59)
Dept 55-00 - GENERAL FUND SUPPORT		**4,488,291**	**3,684,161**	**6,028,595**	**6,763,874**	**6,229,805**	**201,210**	**3.34**

Section Five

Special Revenue Funds

- American Rescue Plan Act (110)
- GEMT (130)
- Transportation (200)
- Motor Fuel Tax (210)
- Heritage Ridge SSA #3 (223)
- Knolls at Prairie Creek Subdivision SSA #4 (224)
- Greek Row SSA #6 (226)
- Market Square SSA #29 (229)
- Hunter Ridgebrook SSA #30 (230)
- Heartland Fields SSA #14 (234)
- Central Area TIF District #1 (260)
- Central Business TIF District #3 (262)
- Community Development Block Grant (280)
- Housing Rehabilitation Fund (285)
- Foreign Fire Insurance Tax Fund (290)

American Rescue Plan Act Fund

FUND 110

The City continues to incur qualifying expenditures resulting from the $10.4 million award of funds granted in March 2021. In FY 2021, $3,001,806 of ARPA grant funds were spent on the following projects:

- $1,511,017 – re-hiring twenty-one public safety (police, fire, and public works) employees (recognized in the General Fund).
- $1,148,164 – purchase of Hunter Hillcrest property and building improvements for existing tenants.
- $50,981 – relocation assistance of Hunter Hillcrest tenants.
- $291,644 – payments to other units of government (DeKalb Park District and Kishwaukee Water Reclamation District) to assist with revenues lost because of COVID-19.

In FY 2022, approximately $3,939,435 of grant funds will be expended:

- $1,997,435 recognized in the General Fund to continue to fund the salary and benefits of the public safety re-hires.
- $1,000,000 recognized in the Water Capital Fund for lead service line replacements.
- $435,000 for the Hunter Hillcrest relocations and building demolition (ARPA Fund).
- $507,000 for street and sidewalk improvements (ARPA Fund).

In FY 2023, an additional $1,837,285 of grant funds is expected to be expended out of the General Fund on the salary and benefits of the public safety re-hires. It is likely that the entire $1.0 million allocated to the lead service line replacement program in the Water Capital Fund won't be fully spent by December 31, 2022, in which case a portion of that would be re-budgeted in FY 2023. In the ARPA Fund, $250,000 is budgeted for additional street improvements to be done in the vicinity of the Hunter Hillcrest area, plus an additional $200,000 earmarked for special projects, a portion benefitting that area of the City.

Approximately $1.0 million will be left to be spent in FY 2024 on the salary and benefits of the public safety re-hires and other potential projects, which will exhaust the grant funds. After FY 2024, the full cost of the re-hired employees will be felt by the General Fund.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 110 - AMERICAN RESCUE PLAN ACT FUND								
ESTIMATED REVENUES								
INTERGOVERNMENTAL REVENUES								
110-00-00-33100	FEDERAL GRANTS		1,478,105	5,211,477	939,100	450,000	(4,761,477)	(91.37)
INTERGOVERNMENTAL REVENUES			1,478,105	5,211,477	939,100	450,000	(4,761,477)	(91.37)
OTHER INCOME								
110-00-00-34900	RENTAL INCOME		12,684		2,900			
110-00-00-37100	INVESTMENT INTEREST		113	20,000	34,101		(20,000)	(100.00)
OTHER INCOME			12,797	20,000	37,001		(20,000)	(100.00)
TOTAL ESTIMATED REVENUES			**1,490,902**	**5,231,477**	**976,101**	**450,000**	**(4,781,477)**	**(91.40)**
EXPENDITURES								
CONTRACTUAL SERVICES								
110-00-00-62100	FINANCIAL SERVICES			5,000			(5,000)	(100.00)
110-00-00-63700	DEVELOPMENTAL SERVICES		64,432	300,000	435,000	100,000	(200,000)	(66.67)
110-00-00-63800	CONTRACTED SERVICES		291,644					
110-00-00-69700	SPECIAL PROJECTS					100,000	100,000	
CONTRACTUAL SERVICES			356,076	305,000	435,000	200,000	(105,000)	(34.43)
EQUIPMENT								
110-00-00-81000	LAND ACQUISITION		1,134,713					
110-00-00-83000	STREET IMPROVEMENTS				507,000	250,000	250,000	
EQUIPMENT			1,134,713		507,000	250,000	250,000	
TRANSFERS OUT								
110-00-00-91100	TRANSFER TO GENERAL FUND			1,837,285			(1,837,285)	(100.00)
110-00-00-91620	TRANSFER TO WATER CAPITAL FUND			1,000,000			(1,000,000)	(100.00)
TRANSFERS OUT				2,837,285			(2,837,285)	(100.00)
TOTAL EXPENDITURES			**1,490,789**	**3,142,285**	**942,000**	**450,000**	**(2,692,285)**	**(85.68)**
NET OF REVENUES/APPROPRIATIONS - FUND 110			**113**	**2,089,192**	**34,101**			
BEGINNING FUND BALANCE				**113**	**113**	**34,214**		
ENDING FUND BALANCE			**113**	**2,089,305**	**34,214**	**34,214**		

GEMT Fund

FUND 130

In the late summer of 2020, with the close collaboration of DeKalb IAFF Local 1236, the City pursued supplemental funding through the federal Ground Emergency Medical Transportation (GEMT) program which provides gap funding between what the City might receive in Medicaid funds for ambulance transports, and the actual cost of the ambulance service. In FY2019, the City of DeKalb's actual cost of providing ambulance service, per trip, was $1,879; the average Medicaid recovery payment was only $211, or approximately 11% of the actual cost of service.

The City is projected to receive approximately $1,500,000 in GEMT funding in FY2022, and $1,350,000 in GEMT funds in FY2023. As in FY2022, GEMT funds will be deposited in the GEMT Fund where their receipt and expenditure can be more transparent and responsibly expended for Fire-related purposes.

In FY2022, GEMT revenues funded the purchase of a replacement fire engine, new SCBAs, new "power-load" stair chairs and cots for all front-line ambulances, and new incident-reporting software.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 130 - GEMT FUND								
ESTIMATED REVENUES								
INTERGOVERNMENTAL REVENUES								
130-00-00-33100	FEDERAL GRANTS (AFG)					251,009	251,009	
INTERGOVERNMENTAL REVENUES						251,009	251,009	
SERVICE CHARGES								
130-00-00-34270	GEMT REVENUE		325,743	1,062,000	1,500,000	1,350,000	288,000	27.12
SERVICE CHARGES			325,743	1,062,000	1,500,000	1,350,000	288,000	27.12
OTHER INCOME								
130-00-00-37100	INVESTMENT INTEREST		5	4,000	10,000	6,180	2,180	54.50
OTHER INCOME			5	4,000	10,000	6,180	2,180	54.50
TRANSFERS IN								
130-00-00-39100	TRANSFER FROM GENERAL FUND			800,000	800,000		(800,000)	(100.00)
TRANSFERS IN				800,000	800,000		(800,000)	(100.00)
TOTAL ESTIMATED REVENUES			**325,748**	**1,866,000**	**2,310,000**	**1,607,189**	**(258,811)**	**(13.87)**
EXPENDITURES								
COMMODITIES								
130-00-00-51600	SUPPLIES/PARTS-TECHNOLOGY				10,000	10,000	10,000	
130-00-00-52900	AMBULANCE SUPPLIES & EQUIPMENT					130,000	130,000	
COMMODITIES					10,000	140,000	140,000	
CONTRACTUAL SERVICES								
130-00-00-61500	MAINTENANCE-EQUIPMENT			40,000	40,000	40,000		
130-00-00-61700	MAINTENANCE-VEHICLES			40,000	25,000	25,000	(15,000)	(37.50)
130-00-00-62300	ARCHITECT/ENGINEERING SERVICES				10,000	50,000	50,000	
130-00-00-66200	TRAINING/TRAVEL				30,000	100,000	100,000	
CONTRACTUAL SERVICES				80,000	105,000	215,000	135,000	168.75
EQUIPMENT								
130-00-00-81000	LAND ACQUISITION					100,000	100,000	
130-00-00-86000	EQUIPMENT			546,000	374,500	927,307	381,307	69.84
130-00-00-87000	VEHICLES			1,365,000	712,302	745,236	(619,764)	(45.40)
EQUIPMENT				1,911,000	1,086,802	1,772,543	(138,457)	(7.25)
TOTAL EXPENDITURES				**1,991,000**	**1,201,802**	**2,127,543**	**136,543**	**6.86**
NET OF REVENUES/APPROPRIATIONS - FUND 130			**325,748**	**(125,000)**	**1,108,198**	**(520,354)**		
BEGINNING FUND BALANCE				**325,748**	**325,748**	**1,433,946**		
ENDING FUND BALANCE			**325,748**	**200,748**	**1,433,946**	**913,592**		

Transportation Fund

FUND 200

The Transportation Fund includes the revenues and expenditures associated with transportation planning and public transit services within the DeKalb Urbanized Area (UZA). The City of DeKalb serves as the grant recipient for federal and state funds for transit services in the DeKalb UZA.

The Transit staff oversee the management and operations of public transit in the DeKalb UZA. The City of DeKalb is the fiscal agent for State and Federal grant funding which finances transit services including the fixed route and paratransit bus services. The State of Illinois provides funding for 65% of all transit operational funding up to a contractual limit. The Federal Transit Administration (FTA) has provided approximately $1 million annually for transit capital projects and additional operating assistance funding. Through additional funding provided by the Bipartisan Infrastructure Law, federal awards are anticipated to be between $2 million and $2.5 million annually through 2026. Further, the transit program will have approximately $3 million in CARES and ARP funds to draw down by the end of 2025.

The final principal funding element is the local contribution provided through Northern Illinois University (NIU) according to an Intergovernmental Agreement (IGA) with the city. NIU is expected to provide slightly over $2 million to support fixed route services in 2023.

The Transportation budget is based on the State Fiscal Year (SFY) that runs from July 1 to June 30. With the City operating within a calendar year, the annual transportation budget does not correspond with the city budget. As transportation grant funding allocations are only known up to June 30, 2023, this budget is developed on the assumption that Illinois and federal fiscal year 2023 grant funding will be equal to SFY2023 funding.

TRANSIT DIVISION

When the DeKalb-Sycamore area was designated as an urban center in the 2000 U.S. Census, the area became eligible to receive Federal Urbanized Area Formula Grant 5307 funds, which are administered through the Federal Transit Administration (FTA), and Downstate Operating Assistance Program (DOAP) funding from the Illinois Department of Transportation (IDOT). Using state and federal funding sources, the City contracts with Transdev Services Inc. (Transdev) to provide public transportation services within the DeKalb Urbanized Area (UZA).

The Transit Budget has several existing grants for which funding is available and Transit staff will submit grant proposals to the FTA to fund several more projects in SFY2022. As previously noted, the DeKalb region is provided an apportionment of grant funds for transit capital projects and

operating assistance annually. These funds are approved in the Federal Transportation Funding Program. Within the program, specific funds are set aside to provide transit funds to urbanized areas with a population over 50,000 people.

The state DOAP grant reimburses the city for up to 65% of the cost for public transit operations. The remaining 35% of the funding must come from other grant sources and local match contributions. The City's SFY2023 DOAP award is $6,117,800 with a required match of $3,285,055. This funding reflects the SFY2023 DOAP grant budget running from 7/1/2022 to 6/30/2023. Currently, match funding comes from FTA 5307 operating assistance, and NIU transit contribution funds. Table 1 identifies the funding sources for the public transit budget:

Table 1: Public Transit Funding Sources

Funding Source	SFY23 Allocation	% Of Budget
State of Illinois DOAP Grant (1/1/23 – 12/31/23)	$6,117,800	35%
Local Match Fund: NIU Contribution	$2,065,000	12%
FTA 5307 Operating Assistance Funds	$2,116,195	12%
FTA 5307 Capital Grant-Facilities	$500,000	3%
FTA 5307 Capital Grant-Transit Improvement	$1,500,000	9%
State of Illinois Capital Grant	$5,000,000	29%
Miscellaneous Revenue	$5,000	<1%
Fares from Fixed Route Service	$30,000	<1%
Fares from Paratransit Service	$30,000	<1%
Sale of Surplus Vehicles	$3,000	<1%
Investment Interest	$10,800	<1%
Totals	**$17,377,795**	

The City receives an annual FTA 5307 grant to fund public transit capital purchases and operating assistance. The City is annually allocated approximately $2 million, which varies from year to year based on a formulaic allocation for public transit funding provided in the annual US Federal Budget. These funds can be accumulated over a five-year period. In SFY2023 (July 1, 2022 to June 30, 2023) the Transit staff expect to spend up to $4.1 Million in FTA 5307 grant funds using current accumulated Federal awards including FTA CARES Act dollars. Table 2 below identifies projects proposed using FTA funds:

Table 2: 2023 FTA 5307 Grant Funding

Project	Grant Allocation
Transit Facility - Preliminary Engineering	$500,000
Capital Purchase - Bus Equipment	$1,500,000
Operating Assistance	$2,116,195
Total 5307 Grant Funding	**$4,116,195**

As shown in Table 1 above, the transit program is anticipating approximately 40% of its revenues and expenditures to be focused on capital needs. A summary of those project costs and funding sources are found in the following table:

Table 3: 2023 Capital Projects

Project	Fed Share	State Share	Total
Transit Facility: Architecture / Engineering	$ 500,000	$ 1,500,000	$ 2,000,000
Transit Facility: Site Preparation Work	-	$ 3,500,000	$ 3,500,000
Used Equipment Purchase: Transdev Bus Fleet	$ 1,500,000	-	$ 1,500,000
Total Capital Projects	**$ 2,000,000**	**$ 5,000,000**	**$ 7,000,000**

Transit staff are anticipating design work for the transit facility to be completed in 2023 with initial site preparation work to begin in Q3 or Q4 of 2023. Funding for the design work will be a combination of Federal capital planning and IDOT Rebuild Illinois dollars, while site work and eventual construction will be funded completely through the City's IDOT Rebuild Illinois grant.

The used equipment purchase line item supports Transit staff plans to purchase a portion or all the existing Transdev fixed route bus fleet so that those vehicles will fall under city control. As discussed with the City Council in August 2022, Transdev currently owns all buses that operate in fixed route service. City staff see a need to take control of those assets to ensure service stability. Transdev's ownership of the bus fleet limits competitive bidding from other transit operators since few companies are willing to invest in capital for this type of contract. Additionally, should the City need to switch transit operators in the future, Transdev's ownership of the buses will be highly problematic for the continuation of service during such a change. Finally, the City indirectly pays for these assets as part of the annual contract costs that Transdev charges. Those costs amount to approximately $500,000 annually.

City staff plans on using the 2020 FTA CARES award as the funding mechanism for the Transdev fleet procurement, pending FTA approval.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 200 - TRANSPORTATION FUND								
ESTIMATED REVENUES								
INTERGOVERNMENTAL REVENUES								
200-30-37-33100	FEDERAL GRANTS	1,626,882	785,883	2,000,000	1,050,000	4,116,195	2,116,195	105.81
200-30-37-33200	STATE GRANTS	4,665,350	4,554,874	6,150,000	5,472,000	6,117,800	(32,200)	(0.52)
200-30-37-33250	REBUILD IL GRANT					5,000,000	5,000,000	
INTERGOVERNMENTAL REVENUES		6,292,232	5,340,757	8,150,000	6,522,000	15,233,995	7,083,995	86.92
SERVICE CHARGES								
200-30-37-34600	CHARGES FOR SERVICES	1,619,493	1,798,958	2,065,055	2,040,000	2,065,000	(55)	
SERVICE CHARGES		1,619,493	1,798,958	2,065,055	2,040,000	2,065,000	(55)	
OTHER INCOME								
200-30-37-37100	INVESTMENT INTEREST	1,796	473	1,500	15,000	10,800	9,300	620.00
200-30-37-38100	MISCELLANEOUS REVENUE	21,293	11,026	58,000	61,592	65,000	7,000	12.07
200-30-37-38600	SALES OF SURPLUS PROPERTY		3,350	7,500	3,000	3,000	(4,500)	(60.00)
OTHER INCOME		23,089	14,849	67,000	79,592	78,800	11,800	17.61
TOTAL ESTIMATED REVENUES		**7,934,814**	**7,154,564**	**10,282,055**	**8,641,592**	**17,377,795**	**7,095,740**	**69.01**
EXPENDITURES								
PERSONNEL								
200-30-37-41100	WAGES - FULL-TIME	165,784	152,212	171,137	164,040	211,743	40,606	23.73
200-30-37-41200	WAGES - PART-TIME	9,273	4,426	8,303	6,579	24,975	16,672	200.79
200-30-37-42100	EMPLOYER PORTION FICA	12,669	11,212	13,727	12,699	18,108	4,381	31.92
200-30-37-42200	EMPLOYER PORTION IMRF	25,020	22,123	21,033	20,928	18,443	(2,590)	(12.31)
200-30-37-42500	EMPLOYEE HEALTH INSURANCE	43,947	49,200	49,217	49,217	21,486	(27,731)	(56.34)
200-30-37-42600	WORKER'S COMPENSATION/LIABILITY INSU	931	372	537	537	13,108	12,571	2,340.97
PERSONNEL		257,624	239,545	263,954	254,000	307,863	43,909	16.64
COMMODITIES								
200-30-37-51600	SUPPLIES/PARTS-TECHNOLOGY			7,000	3,000		(7,000)	(100.00)
200-30-37-52000	OFFICE SUPPLIES	8,677	4,734	6,180	2,000	3,000	(3,180)	(51.46)
200-30-37-55000	FUEL, OIL, & LUBRICANTS	765	127	500	300	1,360	860	172.00
COMMODITIES		9,442	4,861	13,680	5,300	4,360	(9,320)	(68.13)
CONTRACTUAL SERVICES								
200-30-37-61700	MAINTENANCE-VEHICLES	2,506	190	300	300	300		
200-30-37-61800	MAINTENANCE-SOFTWARE	4,400	4,400	4,400	4,400	12,750	8,350	189.77
200-30-37-62099	PRINTED MATERIALS	5,490	565	25,000	6,000	15,000	(10,000)	(40.00)
200-30-37-62100	FINANCIAL SERVICES		5,187		2,575	2,627	2,627	
200-30-37-62200	LEGAL SERVICES		4,950	9,000	9,000	9,000		
200-30-37-63800	CONTRACTED SERVICES	7,338,007	7,005,121	8,379,430	8,139,806	9,545,445	1,166,015	13.92
200-30-37-63900	OTHER PROFESSIONAL SERVICES					100,000	100,000	
200-30-37-64500	TELEPHONE SERVICES	905	864	865	865	1,200	335	38.73
200-30-37-65100	FREIGHT & POSTAGE	48	24	100	100	100		
200-30-37-65200	MARKETING ADS & PUBLIC INFO	6,963	3,279	500	2,200	48,000	47,500	9,500.00
200-30-37-65300	LEGAL EXPENSES & NOTICES	6,121	785	1,500	1,000	1,500		
200-30-37-66100	DUES & SUBSCRIPTIONS	4,400	5,945	10,000	9,445	10,000		
200-30-37-66200	TRAINING/TRAVEL	500	779	5,000	1,500	5,000		
200-30-37-66300	TRAVEL EXPENSES		962	500	500	500		
CONTRACTUAL SERVICES		7,369,340	7,033,051	8,436,595	8,177,691	9,751,422	1,314,827	15.58
EQUIPMENT								
200-30-37-82000	BUILDINGS & IMPROVEMENTS	2,760		1,200,000	100,000	5,500,000	4,300,000	358.33
200-30-37-86000	EQUIPMENT	19,399	945					
200-30-37-86100	TECHNOLOGY EQUIPMENT	5,470		200,000		200,000		
200-30-37-87000	VEHICLES	27,222		38,000		1,563,000	1,525,000	4,013.16
EQUIPMENT		54,851	945	1,438,000	100,000	7,263,000	5,825,000	405.08
TRANSFERS OUT								
200-30-37-91100	TRANSFER TO GENERAL FUND	25,000	25,972	26,464	26,464	51,150	24,686	93.28
TRANSFERS OUT		25,000	25,972	26,464	26,464	51,150	24,686	93.28
TOTAL EXPENDITURES		**7,716,257**	**7,304,374**	**10,178,693**	**8,563,455**	**17,377,795**	**7,199,102**	**70.73**
NET OF REVENUES/APPROPRIATIONS - FUND 200		**218,557**	**(149,810)**	**103,362**	**78,137**	**0**		
BEGINNING FUND BALANCE		**2,416,704**	**2,635,259**	**2,485,449**	**2,485,449**	**2,563,586**		
ENDING FUND BALANCE		**2,635,261**	**2,485,449**	**2,588,811**	**2,563,586**	**2,563,586**		

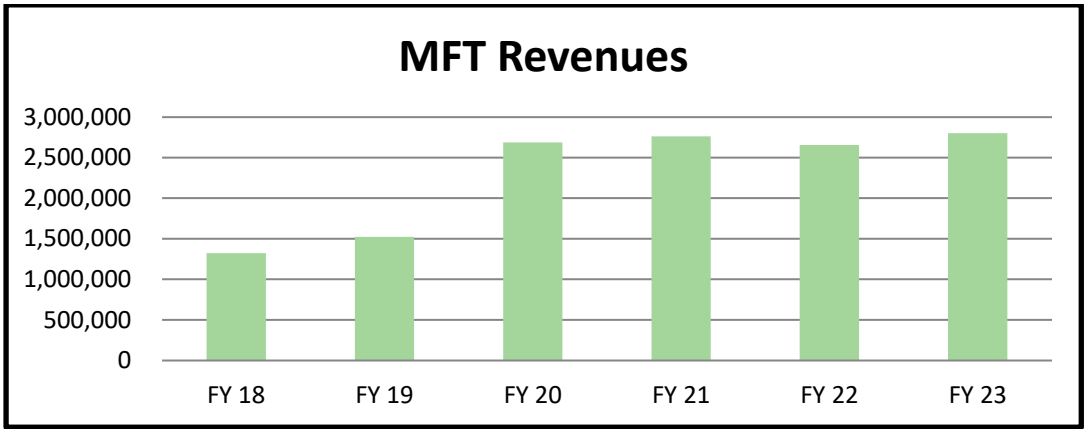
Motor Fuel Tax Fund

FUND 210

The City receives a per capita allocation of Illinois Motor Fuel Tax (MFT) revenues monthly from a State tax on gasoline purchases; there are two components of the revenue, the normal allotment, and the transportation renewal fund. Both funds can only be used for certain costs related to street maintenance and improvement projects, as set forth by the State of Illinois. The annual combined MFT allotment to the City in FY2022 is projected to be $1,647,861. The budgeted FY2023 allocation is $1,700,000. The allotment is budgeted based on estimates generated by the Illinois Municipal League (IML); for 2022, the combined amount is $40.90 per capita, and $43.20 for 2023.

Additionally, the REBUILD Illinois Capital Bill issued bonds and local municipalities have received allocations from that bond revenue. This allocation is tabulated using the same per capita formula as the State MFT fund allocations. However, REBUILD funds are more restrictive in terms of eligible uses. For instance, simple resurfacing does not qualify, although DeKalb has several shovel-ready projects. The City received six installments from the REBUILD Illinois grant program over three fiscal years, totaling $967,250 annually in FY 2020, FY2021 and FY2022. These funds will be used towards two significant Kishwaukee River bridge replacement projects in FY2023 on Lucinda Road and North First Street.

FY2023 includes $1.0 million in refunds/reimbursements for Peace Road reconstruction contributions from the DeKalb County and the adjacent business park, Park 88.

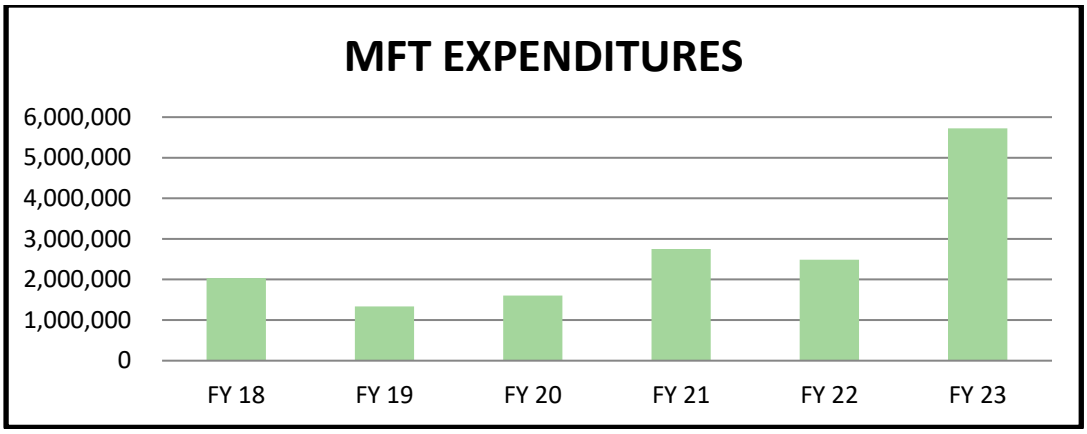


In FY2023 about $333,000 of the FY2023 MFT allocation will be used to defray the City's electrical charges and $283,000 will be expended for ice/snow control (e.g. salt) supplies. The MFT monies help defray the electrical costs associated with our streetlights and lighting equipment provided by ComEd. These are recurring costs and do not vary much year to year, except for the recent inflationary increases that are driving FY2023 increases by 11% (electric) and 13.2% (ice/snow).

Engineering costs will total $650,000 and will cover costs associated with the bridge construction supervision ($75,000); Peace Road construction engineering ($100,000); completion of the Lucinda bridge replacement design ($275,000); and $200,000 for the engineering associated with the annual street maintenance program in 2023.

State MFT funds also shoulder the greater part of funding for the street maintenance program in FY2023 ($2.2 million). Additionally, Fund 210 will finance about $1,000,000 in "Street Improvements" associated with the Peace Road reconstruction from the I-88 interchange to Macom Drive. Engineering and construction costs do vary annually based on the projects slated to be completed from the City Engineer's underlying street maintenance program.

Finally, as noted above, two significant Kishwaukee River bridge replacement projects in FY2023 are estimated to cost $1,050,000.



GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 210 - MOTOR FUEL TAX FUND								
ESTIMATED REVENUES								
INTERGOVERNMENTAL REVENUES								
210-00-00-33200	STATE GRANTS		967,250	967,250	967,250		(967,250)	(100.00)
210-00-00-33550	MOTOR FUEL TAX ALLOTMENT	2,666,423	1,792,150	1,631,027	1,647,861	1,700,000	68,973	4.23
INTERGOVERNMENTAL REVENUES		2,666,423	2,759,400	2,598,277	2,615,111	1,700,000	(898,277)	(34.57)
OTHER INCOME								
210-00-00-37100	INVESTMENT INTEREST	20,887	1,960	10,000	40,000	12,000	2,000	20.00
210-00-00-38100	MISCELLANEOUS REVENUE			1,000,000			(1,000,000)	(100.00)
210-00-00-38200	REFUNDS / REIMBURSEMENTS					1,090,000	1,090,000	
OTHER INCOME		20,887	1,960	1,010,000	40,000	1,102,000	92,000	9.11
TOTAL ESTIMATED REVENUES		**2,687,310**	**2,761,360**	**3,608,277**	**2,655,111**	**2,802,000**	**(806,277)**	**(22.35)**
EXPENDITURES								
COMMODITIES								
210-00-00-51410	SUPPLIES/PARTS-STREETS		99,214	100,000	100,000	133,000	33,000	33.00
210-00-00-53100	ICE/SNOW CONTROL SUPPLIES	124,946	192,955	250,000	250,000	283,000	33,000	13.20
COMMODITIES		124,946	292,169	350,000	350,000	416,000	66,000	18.86
CONTRACTUAL SERVICES								
210-00-00-62300	ARCHITECT/ENGINEERING SERVICES	453,150	595,135	800,000	800,000	650,000	(150,000)	(18.75)
210-00-00-64100	ELECTRIC SERVICES	334,506	314,578	300,000	300,000	333,000	33,000	11.00
CONTRACTUAL SERVICES		787,656	909,713	1,100,000	1,100,000	983,000	(117,000)	(10.64)
EQUIPMENT								
210-00-00-81000	LAND ACQUISITION	244,467	(65)					
210-00-00-83000	STREET IMPROVEMENTS	246,240	487,143	2,125,000	37,500	1,000,000	(1,325,000)	(62.35)
210-00-00-83050	STREET MAINTENANCE	199,108	1,061,510	1,000,000	1,000,000	2,200,000	1,200,000	120.00
210-00-00-83800	BONDED CAPITAL PROJECTS			1,500,000		1,050,000	(450,000)	(30.00)
210-00-00-83900	OTHER CAPITAL IMPROVEMENTS			100,000		75,000	(25,000)	(25.00)
EQUIPMENT		689,815	1,548,588	4,725,000	1,037,500	4,325,000	(600,000)	(12.70)
TOTAL EXPENDITURES		**1,602,417**	**2,750,470**	**6,175,000**	**2,487,500**	**5,724,000**	**(651,000)**	**(10.54)**
NET OF REVENUES/APPROPRIATIONS - FUND 210		**1,084,893**	**10,890**	**(2,566,723)**	**167,611**	**(2,922,000)**		
BEGINNING FUND BALANCE		**2,988,601**	**4,085,226**	**4,096,115**	**4,096,115**	**4,263,726**		
FUND BALANCE ADJUSTMENTS		**11,733**						
ENDING FUND BALANCE		**4,085,227**	**4,096,116**	**1,529,392**	**4,263,726**	**1,341,726**		

Special Service Area Funds

In 2023 the City will administer six operational Special Services Areas (SSA) designated to pay the costs of various public maintenance and utility items through a property tax levied on the benefitted properties. They are:

Heritage Ridge Subdivision Special Service Area #3 (Fund 223) was created in 1990 for the residential subdivision located at the southeast corner of Fairview Drive and First Street. It pays the costs of retention pond mowing and the maintenance of cul-de-sac islands including, but not limited to, decorative washed stone and island plant materials. It also provides for a stylized street lighting system and entrance sign.

Knolls at Prairie Creek Subdivision SSA #4 (Fund 224) was created in 1994 for the residential subdivision on the west side of Annie Glidden Road between Lincoln Highway and Taylor Street. It pays the costs of maintaining cul-de-sac islands including, but not limited to, mulch, river stone and weed control. It also pays the additional costs of maintaining various public areas and provides for a stylized street lighting system and entrance sign.

Greek Row Special Service Area #6 (Fund 226) was created in 2004 to finance the electrical costs of streetlighting placed upon private properties that benefit the neighborhood.

Market Square Special Service Area #29 (Fund 229) was created on April 27, 2020 (Ordinance 2020-030) to finance road maintenance on the circulating system of private drives (excluding parking areas) in the Market Square Shopping Center.

Hunter Ridgebrook Special Service Area #30 (Fund 230) was created on November 23, 2020. The special service area grew out of a settlement agreement between the City of DeKalb and Hunter Properties for numerous disorderly house citations at the Hunter Ridgebrook Properties. One of the provisions of that settlement agreement was their willingness to accept (or not object to) a special service area (SSA) for the Ridgebrook Properties at the corner of Normal Road and Ridge Drive. The purpose of the SSA is to provide for the public safety and security improvements long desired by residents of the housing complex. The SSA also provides for the maintenance of the City's property at 912 Edgebrook.

The initial levy for the SSA in 2021 was $100,000 which is just within the 5% statutory threshold (in terms of EAV). The 2022 levy was $50,000 and the proposed FY2023 levy is $50,000. Once levied and received, the tax proceeds can be used to offset the cost of Police services, cameras, lighting, re-paving, and other improvements external to the buildings within the complex. According to the terms of the development agreement reached with Clear Investment Group on December 2, 2021 (Resolution 2021-103) the special levy will be used to make timely repairs and

improvements. The special taxes paid in 2022 were paid by the Clear Investment Group and they will be paid by the developer in 2023.

Heartland Fields Special Service Area #14 (Fund 234) was created to fund the maintenance, repair, regular care, renewal and replacement of the Common Facilities including the mowing and fertilizing of grass, pruning and trimming of trees and bushes, removal and replacement of diseased or dead landscape materials, the repair and replacement of monument signs, storm water detention basins, storm sewers and related areas and appurtenances, culverts, drains, ditches and tiles, landscape buffers and related areas and appurtenances in the Special Service Area. It also funds a mosquito abatement program in the Special Service Area, as well as the provision of snow removal services on public sidewalks along Lot 101 of the Heartland Fields Subdivision (or in such other areas as the City shall determine, within the Area) all in accordance with the final engineering plan and final plat of subdivision for the Area. The municipal services are unique and are in addition to the improvements provided or maintained by the City generally.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 223 - SPECIAL SERVICE AREA #3 (HERITAGE RIDGE)								
ESTIMATED REVENUES								
PROPERTY TAXES								
223-00-00-30200	PROPERTY TAX - SSA	1,000	999	1,000	1,000	1,000		
PROPERTY TAXES		1,000	999	1,000	1,000	1,000		
OTHER INCOME								
223-00-00-37100	INVESTMENT INTEREST	1			2			
OTHER INCOME		1			2			
TOTAL ESTIMATED REVENUES		**1,001**	**999**	**1,000**	**1,002**	**1,000**		
EXPENDITURES								
CONTRACTUAL SERVICES								
223-00-00-61100	MAINTENANCE-GROUNDS	1,000	798	700	798	700		
CONTRACTUAL SERVICES		1,000	798	700	798	700		
TRANSFERS OUT								
223-00-00-91100	TRANSFER TO GENERAL FUND	500	500	300	300	500	200	66.67
TRANSFERS OUT		500	500	300	300	500	200	66.67
TOTAL EXPENDITURES		**1,500**	**1,298**	**1,000**	**1,098**	**1,200**	**200**	**20.00**
NET OF REVENUES/APPROPRIATIONS - FUND 223		**(499)**	**(299)**		**(96)**	**(200)**		
BEGINNING FUND BALANCE		**3,133**	**2,635**	**2,336**	**2,336**	**2,240**		
ENDING FUND BALANCE		**2,634**	**2,336**	**2,336**	**2,240**	**2,040**		

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 224 - SPECIAL SERVICE AREA #4 (KNOLLS)								
ESTIMATED REVENUES								
PROPERTY TAXES								
224-00-00-30200	PROPERTY TAX - SSA	5,495	5,490	5,500	5,500	5,500		
PROPERTY TAXES		5,495	5,490	5,500	5,500	5,500		
OTHER INCOME								
224-00-00-37100	INVESTMENT INTEREST	3			5			
OTHER INCOME		3			5			
TOTAL ESTIMATED REVENUES		**5,498**	**5,490**	**5,500**	**5,505**	**5,500**		
EXPENDITURES								
CONTRACTUAL SERVICES								
224-00-00-61100	MAINTENANCE-GROUNDS	7,000	3,898	5,000	2,598	5,000		
CONTRACTUAL SERVICES		7,000	3,898	5,000	2,598	5,000		
TRANSFERS OUT								
224-00-00-91100	TRANSFER TO GENERAL FUND	500	500	500	500	500		
TRANSFERS OUT		500	500	500	500	500		
TOTAL EXPENDITURES		**7,500**	**4,398**	**5,500**	**3,098**	**5,500**		
NET OF REVENUES/APPROPRIATIONS - FUND 224		**(2,002)**	**1,092**		**2,407**	**0**		
BEGINNING FUND BALANCE		**4,029**	**2,027**	**3,120**	**3,120**	**5,527**		
ENDING FUND BALANCE		**2,027**	**3,119**	**3,120**	**5,527**	**5,527**		

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 226 - SPECIAL SERVICE AREA #6 (GREEK ROW)								
ESTIMATED REVENUES								
PROPERTY TAXES								
226-00-00-30200	PROPERTY TAX - SSA	16,401	16,401	15,500	15,500	12,000	(3,500)	(22.58)
PROPERTY TAXES		16,401	16,401	15,500	15,500	12,000	(3,500)	(22.58)
OTHER INCOME								
226-00-00-37100	INVESTMENT INTEREST	7	2		30			
OTHER INCOME		7	2		30			
TOTAL ESTIMATED REVENUES		**16,408**	**16,403**	**15,500**	**15,530**	**12,000**	**(3,500)**	**(22.58)**
EXPENDITURES								
CONTRACTUAL SERVICES								
226-00-00-64100	ELECTRIC SERVICES	15,432	11,161	15,000	10,000	10,000	(5,000)	(33.33)
CONTRACTUAL SERVICES		15,432	11,161	15,000	10,000	10,000	(5,000)	(33.33)
TRANSFERS OUT								
226-00-00-91100	TRANSFER TO GENERAL FUND	500	500	500	500	500		
TRANSFERS OUT		500	500	500	500	500		
TOTAL EXPENDITURES		**15,932**	**11,661**	**15,500**	**10,500**	**10,500**	**(5,000)**	**(32.26)**
NET OF REVENUES/APPROPRIATIONS - FUND 226		**476**	**4,742**		**5,030**	**1,500**		
BEGINNING FUND BALANCE		**9,754**	**10,229**	**14,971**	**14,971**	**20,001**		
ENDING FUND BALANCE		**10,230**	**14,971**	**14,971**	**20,001**	**21,501**		

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 229 - MARKET SQUARE AREA #29								
ESTIMATED REVENUES								
PROPERTY TAXES								
229-00-00-30200	PROPERTY TAX - SSA		200,007	50,000	50,000	50,000		
PROPERTY TAXES			200,007	50,000	50,000	50,000		
OTHER INCOME								
229-00-00-37100	INVESTMENT INTEREST		12		300			
OTHER INCOME			12		300			
TOTAL ESTIMATED REVENUES			**200,019**	**50,000**	**50,300**	**50,000**		
EXPENDITURES								
CONTRACTUAL SERVICES								
229-00-00-61420	MAINTENANCE-STREETS			240,000	240,000	50,000	(190,000)	(79.17)
CONTRACTUAL SERVICES				240,000	240,000	50,000	(190,000)	(79.17)
TOTAL EXPENDITURES				**240,000**	**240,000**	**50,000**	**(190,000)**	**(79.17)**
NET OF REVENUES/APPROPRIATIONS - FUND 229			**200,019**	**(190,000)**	**(189,700)**			
BEGINNING FUND BALANCE				**200,018**	**200,018**	**10,318**		
ENDING FUND BALANCE			**200,019**	**10,018**	**10,318**	**10,318**		

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 230 - HUNTER RIDGEBROOK #30								
ESTIMATED REVENUES								
PROPERTY TAXES								
230-00-00-30200	PROPERTY TAX - SSA		100,003	50,000	50,000	50,000		
PROPERTY TAXES			100,003	50,000	50,000	50,000		
OTHER INCOME								
230-00-00-37100	INVESTMENT INTEREST		1		50			
OTHER INCOME			1		50			
TOTAL ESTIMATED REVENUES			**100,004**	**50,000**	**50,050**	**50,000**		
EXPENDITURES								
CONTRACTUAL SERVICES								
230-00-00-63800	CONTRACTED SERVICES			52,500		102,554	50,054	95.34
CONTRACTUAL SERVICES				52,500		102,554	50,054	95.34
TRANSFERS OUT								
230-00-00-91100	TRANSFER TO GENERAL FUND		97,500	97,500			(97,500)	(100.00)
TRANSFERS OUT			97,500	97,500			(97,500)	(100.00)
TOTAL EXPENDITURES			**97,500**	**150,000**		**102,554**	**(47,446)**	**(31.63)**
NET OF REVENUES/APPROPRIATIONS - FUND 230			**2,504**	**(100,000)**	**50,050**	**(52,554)**		
BEGINNING FUND BALANCE				**2,504**	**2,504**	**52,554**		
ENDING FUND BALANCE			**2,504**	**(97,496)**	**52,554**	**0**		

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 234 - SPECIAL SERVICE AREA #14 (HEARTLAND FIELDS)								
ESTIMATED REVENUES								
PROPERTY TAXES								
234-00-00-30200	PROPERTY TAX - SSA	2,500	2,500	2,500	2,500	2,000	(500)	(20.00)
PROPERTY TAXES		2,500	2,500	2,500	2,500	2,000	(500)	(20.00)
OTHER INCOME								
234-00-00-37100	INVESTMENT INTEREST	3	1		20			
OTHER INCOME		3	1		20			
TOTAL ESTIMATED REVENUES		**2,503**	**2,501**	**2,500**	**2,520**	**2,000**	**(500)**	**(20.00)**
EXPENDITURES								
CONTRACTUAL SERVICES								
234-00-00-61100	MAINTENANCE-GROUNDS			2,500	630	2,500		
CONTRACTUAL SERVICES				2,500	630	2,500		
TRANSFERS OUT								
234-00-00-91100	TRANSFER TO GENERAL FUND	500	500			500	500	
TRANSFERS OUT		500	500			500	500	
TOTAL EXPENDITURES		**500**	**500**	**2,500**	**630**	**3,000**	**500**	**20.00**
NET OF REVENUES/APPROPRIATIONS - FUND 234		**2,003**	**2,001**		**1,890**	**(1,000)**		
BEGINNING FUND BALANCE		**6,947**	**8,950**	**10,952**	**10,952**	**12,842**		
ENDING FUND BALANCE		**8,950**	**10,951**	**10,952**	**12,842**	**11,842**		

Central Area Tax Increment Finance (#1) Fund

FUND 260

The Central Area TIF District was established in 1986 to support new development and redevelopment throughout a large section of the City that included the downtown, Pleasant Street neighborhood, and Sycamore Road, and later expanded to include the Ellwood Historic Neighborhood.

In 2008, the City worked with the various local taxing districts with overlapping jurisdictions to approve an intergovernmental agreement that declared one-half of the annual TIF revenues as surplus in exchange for supporting a 12-year extension of the Central Area TIF District. Due to the Central Area TIF District being established as a sales tax and property tax TIF district, the TIF Act requires that a proportional share of any surplus declaration be paid back to the Illinois Department of Revenue and the City of DeKalb as repayment for prior sales tax receipts. The proportional share of the surplus is based on a ratio of the total sales tax receipts collected over the life of the district, compared to property tax receipts collected over the life of the district.

The final TIF intergovernmental agreement, dated November 15, 2020, and approved by the boards of all participating TIF taxing bodies, called for the termination of the Central Area TIF district by December 31, 2021. On October 25, 2021, the DeKalb City Council approved Ordinance 2021-043 terminating the Central Area Tax Increment Financing Redevelopment Area (TIF #1) and authorizing the transfer of remaining, uncommitted funds to TIF #3. As of January 1, 2022, TIF #1 was no longer designated as a redevelopment project area under the Illinois TIF Act (65 ILCS 5/11-74, 1-1, *et seq*.). However, the City Attorney encouraged the set aside of a residual amount ($19,471) to cover any property tax assessment appeals that might be pending before the Property Tax Appeal Board in FY2022.

In FY2023, the residual amount ($19,471) will remain until all Tax Appeal Board rulings have been issued. If no appeals draw upon this residual, the remaining funds will be transferred to TIF #3 and the TIF #1 budget fund will be closed.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 260 - TIF FUND #1 (CENTRAL AREA)								
ESTIMATED REVENUES								
PROPERTY TAXES								
260-00-00-30300	PROPERTY TAX - TIF	6,611,022	6,727,258					
PROPERTY TAXES		6,611,022	6,727,258					
OTHER INCOME								
260-00-00-37100	INVESTMENT INTEREST	28,951	1,224					
260-00-00-37500	GAIN/LOSS ON INVESTMENTS		13,104					
OTHER INCOME		28,951	14,328					
TOTAL ESTIMATED REVENUES		**6,639,973**	**6,741,586**					
EXPENDITURES								
CONTRACTUAL SERVICES								
260-00-00-62100	FINANCIAL SERVICES	85,247	14,381					
260-00-00-63800	CONTRACTED SERVICES		11,693					
260-00-00-65300	LEGAL EXPENSES & NOTICES	20,000	1,912					
260-00-00-68600	TIF SURPLUS DISTRIBUTION	3,305,511	3,363,629					
260-00-00-69199	PRIV PROP REHAB / REDEVELOP	20,055						
CONTRACTUAL SERVICES		3,430,813	3,391,615					
EQUIPMENT								
260-00-00-82000	BUILDINGS & IMPROVEMENTS	70,119	180,970					
260-00-00-83900	OTHER CAPITAL IMPROVEMENTS	98,871	730					
EQUIPMENT		168,990	181,700					
TRANSFERS OUT								
260-00-00-91100	TRANSFER TO GENERAL FUND	5,000						
260-00-00-91262	TRANSFER TO TIF #3 FUND	4,275,000	2,650,000			19,471	19,471	
260-00-00-91375	TRANSFER TO TIF DEBT SERVICE FUND	1,195,000	1,190,800					
260-00-00-91650	TRANSFER TO AIRPORT FUND	37,646	89,277					
TRANSFERS OUT		5,512,646	3,930,077			19,471	19,471	
TOTAL EXPENDITURES		**9,112,449**	**7,503,392**			**19,471**	**19,471**	
NET OF REVENUES/APPROPRIATIONS - FUND 260		**(2,472,476)**	**(761,806)**			**(19,471)**		
BEGINNING FUND BALANCE		**3,178,753**	**781,277**	**19,471**	**19,471**	**19,471**		
FUND BALANCE ADJUSTMENTS		**75,000**						
ENDING FUND BALANCE		**781,277**	**19,471**	**19,471**	**19,471**	**-**		

Central Business District Tax Increment Finance (#3) Fund

FUND 262

On February 11, 2019, the City Council approved Ordinance 2018-70 Adopting Tax Increment Financing for the DeKalb Central Business District TIF (TIF #3). The primary purpose was to promote continuing commercial and residential rehabilitation and redevelopment in the central business district. Until December 31, 2021, TIF #1 supported several significant redevelopment projects in the central business district. TIF #3 was created to continue the momentum of redevelopment. Several properties that previously existed within TIF #1, including Cornerstone, Plaza DeKalb, Agora Tower, and Johann Suites, now lie within the boundaries of TIF #3.

The TIF Act does allow for municipalities to "port" funding between TIF districts, so long as they are contiguous to each other, and the use of transferred funds has eligible benefits to the TIF district to which funds are ported. In FY2022, $2.65 million was transferred from TIF #1 to TIF #3 as part of the closing of TIF #1. These funds will support ongoing redevelopment projects that were within TIF #1 when approved but are now within the boundaries of TIF #3, as well as other anticipated projects which are allowable under the TIF Act.

After January 1, 2022, only TIF #3 will provide funding for private rehabilitation projects based on incremental property tax revenues as defined by Illinois TIF statutes. TIF #3 is substantially smaller in area and revenue than TIF #1 was at its peak. At one time, TIF #1 generated over $7 million a year in incremental revenue; TIF #3 is expected to generate about $519,935 in FY2023. Likewise, TIF #1 once comprised about 19% of DeKalb's corporate limits; TIF #3 is basically the downtown central core following IL Rt. 38 from the NIU lagoon eastward to about Dodge Avenue and extending north and south of Lincoln Highway by about two blocks in either direction. The following projects were funded in FY2022:

- Downtown IL Rt. 38 Reconfiguration ($1,800,000). This TIF #3 project is pending final closeout by end of 2022. The reconfiguration reduced the four-lane downtown section of IL Rt. 38 between First and Fourth Streets to three lanes (with a center turn lane). This project widened the downtown sidewalks by about 5-6 feet on both the north and south sides, allowing for a more pedestrian-friendly streetscape and mitigating the truck "raceway" through the heart of DeKalb's downtown. The wider sidewalks afford more room for sidewalk sales, outdoor seating, and more leisurely enjoyment of the downtown businesses. The City has also addressed the IDOT requirement for a parallel bike path by

committing to such a pathway on Grove Street, and addressed various IDOT technical suggestions for turn radii, etc.

- Architectural Improvement Program (AIP): $118,185 (estimate). This program principally encourages owners of commercial property to maintain the appearance of their downtown properties. Approved projects are considered on a case-by-case basis and may be provided up to $25,000 in matching funding according to a three-tier system: a 50% reimbursement rate is assigned to eligible major capital improvements; a 25% reimbursement rate is assigned to eligible minor capital improvements; and a 10% reimbursement rate is assigned to defray the costs of deferred maintenance. All funding is subject to final approval by the DeKalb City Council.

- Private Property Rehabilitation:

  - Agora Tower. The Project's developer, John Pappas, and general contractor, Weaver Construction, projected full occupancy by Thanksgiving 2022. Tenants have slowly moved into the north/south portion which was given a tentative occupancy in late September. The project funding was approved in September 2019. The final payout request is scheduled to be paid during the fourth quarter upon full occupancy.

  - 200 S. Fourth Street: City Hall Suites. This redevelopment project will be an "earner." The one-block area has been off the tax rolls since the late 1960s so once the property is occupied all the assessed valuation will count toward the calculation of the increment. The former city hall previously located here has been razed, the excavator has crushed and removed the masonry debris for recycling (except what has been used on the site), and the main building "pad" has been prepped. The general contractor, Pappas Development, has also replaced old water and sewer mains as well as electrical and natural gas services. To date, $502,846 of the $750,000 TIF #3 grant has been allocated. The developer, John Pappas, is nearing completion of his other large project referenced above, Agora Tower, and will shift to the S. Fourth Street site as weather permits in the late Fall of 2022. The remaining $247,154 is budgeted to be expended in FY2023.

- TIF Surplus Distribution: $152,176, based on 30% of the property taxes received.

The following significant TIF#3 spending is projected for FY2023:

- Private Property Rehabilitation: $247,154 (200 S. Fourth Street final payment) plus $100,000 in Architectural Improvement Program (AIP).
- Other Capital Improvements: $500,000 (estimated).
- TIF Surplus Distribution: $155,981, based on 30% of the property taxes received.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 262 - TIF FUND #3								
ESTIMATED REVENUES								
PROPERTY TAXES								
262-00-00-30300	PROPERTY TAX - TIF	300,640	458,809	507,000	507,254	519,935	12,935	2.55
PROPERTY TAXES		300,640	458,809	507,000	507,254	519,935	12,935	2.55
OTHER INCOME								
262-00-00-37100	INVESTMENT INTEREST	201	1,097	250	20,000	6,000	5,750	2,300.00
262-00-00-38200	REFUNDS / REIMBURSEMENTS				8,713			
OTHER INCOME		201	1,097	250	28,713	6,000	5,750	2,300.00
TRANSFERS IN								
262-00-00-39260	TRANSFER FROM TIF #1 FUND	4,275,000	2,650,000			19,471	19,471	
TRANSFERS IN		4,275,000	2,650,000			19,471	19,471	
TOTAL ESTIMATED REVENUES		**4,575,841**	**3,109,906**	**507,250**	**535,967**	**545,406**	**38,156**	**7.52**
EXPENDITURES								
CONTRACTUAL SERVICES								
262-00-00-62100	FINANCIAL SERVICES	703	556	750	8,660	8,830	8,080	1,077.33
262-00-00-63800	CONTRACTED SERVICES			6,111	6,111	6,294	183	2.99
262-00-00-65300	LEGAL EXPENSES & NOTICES		2,245		1,000	5,304	5,304	
262-00-00-68600	TIF SURPLUS DISTRIBUTION			138,000	152,176	155,981	17,981	13.03
262-00-00-69199	PRIV PROP REHAB / REDEVELOP	2,803,802	624,588	1,401,571	794,174	347,154	(1,054,417)	(75.23)
CONTRACTUAL SERVICES		2,804,505	627,389	1,546,432	962,121	523,563	(1,022,869)	(66.14)
EQUIPMENT								
262-00-00-83900	OTHER CAPITAL IMPROVEMENTS		127,053	1,800,000	1,800,000	500,000	(1,300,000)	(72.22)
EQUIPMENT			127,053	1,800,000	1,800,000	500,000	(1,300,000)	(72.22)
TOTAL EXPENDITURES		**2,804,505**	**754,442**	**3,346,432**	**2,762,121**	**1,023,563**	**(2,322,869)**	**(69.41)**
NET OF REVENUES/APPROPRIATIONS - FUND 262		**1,771,336**	**2,355,464**	**(2,839,182)**	**(2,226,154)**	**(478,157)**		
BEGINNING FUND BALANCE		**(500,000)**	**1,271,337**	**3,626,801**	**3,626,801**	**1,400,647**		
ENDING FUND BALANCE		**1,271,336**	**3,626,801**	**787,619**	**1,400,647**	**922,490**		

Community Development Block Grant Fund

Fund 280

In 1993, the U. S. Census Bureau notified the City that DeKalb County was considered to be part of the Chicago primary metropolitan statistical area (PMSA). The PMSA designation enabled DeKalb, as the largest municipality within the County, to be considered by the U.S. Department of Housing and Urban Development (HUD) as an entitlement community and eligible to receive direct funding through the Community Development Block Grant (CDBG) program on an annual basis. Funding is subject to annual federal appropriation and can only be used for CDBG eligible activities. The CDBG program year runs from April 1 through March 31.

During FY 2022, the City administered both CDBG Entitlement and CDBG COVID-19 funds in the amount of about $679,000. These monies supported such diverse social programs as the transportation of low-income children to and from daycare to school, a Summer Meals Program at University Village for low-income children, and additional services for the elderly, homeless, and survivors of domestic violence. The FY2022 fund allocation also included the financing of road improvements on Ridge Drive in the amount of $222,000. The 2023 program will be financed by an estimated federal grant of $512,500 along with any carryover funds from 2022.

It should be noted that Joanne Rouse, the Community Services Coordinator, also administered the separate Human Services Funding Program that is funded by the General Fund through the Community Development Department (#100-40-41-62700).

In 2022, numerous calls were received from individual residents for rental assistance, utility assistance, food, shelter for the homeless, and other pandemic and non-pandemic-related needs. The Community Services Coordinator worked with each caller to identify their needs and connect them to the appropriate community resources if the needs were for services the City does not provide.

Ms. Rouse will retire in December 2022 after many years of compassionate and faithful service. She will be succeeded by Jennifer Yochem who will lead the CDBG program as Community Services Coordinator in 2023. Ms. Yochem has over fifteen years of experience working with low to moderate income households, including fourteen years as admissions manager and coordinator with the DeKalb County Housing Authority.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 280 - CDBG FUND								
ESTIMATED REVENUES								
INTERGOVERNMENTAL REVENUES								
280-00-00-33100	FEDERAL GRANTS	501,266	920,497	501,000	761,558	512,500	11,500	2.30
INTERGOVERNMENTAL REVENUES		501,266	920,497	501,000	761,558	512,500	11,500	2.30
TOTAL ESTIMATED REVENUES		**501,266**	**920,497**	**501,000**	**761,558**	**512,500**	**11,500**	**2.30**
EXPENDITURES								
COMMODITIES								
280-00-00-52000	OFFICE SUPPLIES	18	106	100	100	100		
COMMODITIES		18	106	100	100	100		
CONTRACTUAL SERVICES								
280-00-00-62100	FINANCIAL SERVICES	703	746	710	842	1,028	318	44.79
280-00-00-62700	HUMAN & SOCIAL SERVICES	135,008	224,599	60,000	60,000	60,000		
280-00-00-63700	DEVELOPMENTAL SERVICES	49,671	11,170	225,000	80,000	80,000	(145,000)	(64.44)
280-00-00-63750	DEMOLITION SERVICES	29,581	248,679					
280-00-00-63800	CONTRACTED SERVICES			5,000			(5,000)	(100.00)
280-00-00-65300	LEGAL EXPENSES & NOTICES	1,513	1,246	2,000	700	700	(1,300)	(65.00)
280-00-00-66100	DUES & SUBSCRIPTIONS	25	50	75	75	75		
280-00-00-66200	TRAINING/TRAVEL	168		800		800		
CONTRACTUAL SERVICES		216,669	486,490	293,585	141,617	142,603	(150,982)	(51.43)
EQUIPMENT								
280-00-00-83000	STREET IMPROVEMENTS		26,704					
280-00-00-83900	OTHER CAPITAL IMPROVEMENTS	192,541	317,559	120,000	539,246	292,500	172,500	143.75
EQUIPMENT		192,541	344,263	120,000	539,246	292,500	172,500	143.75
TRANSFERS OUT								
280-00-00-91100	TRANSFER TO GENERAL FUND	92,038	89,636	87,000	80,595	77,297	(9,703)	(11.15)
TRANSFERS OUT		92,038	89,636	87,000	80,595	77,297	(9,703)	(11.15)
TOTAL EXPENDITURES		**501,266**	**920,495**	**500,685**	**761,558**	**512,500**	**11,815**	**2.36**
NET OF REVENUES/APPROPRIATIONS - FUND 280			**2**	**315**				
BEGINNING FUND BALANCE								
ENDING FUND BALANCE			**2**	**315**				

Housing Rehabilitation Fund

FUND 285

Beginning in the late 1970s and continuing through 1983, the City received Community Development Assistance Program (CDAP) and various other federal and state grants that were used for housing rehabilitation activities. A fund was established as the pass-through account for the grant and as the repository of loan repayments and recaptured funds that were restricted for reuse for similar programs.

In 1993, the City became an entitlement community through the Federal Community Development Block Grant program. At that time, a new fund (CDBG Fund) was set up to manage the annual grant allocation and the prior fund was maintained as the revolving loan fund for CDBG. In addition to CDBG, the City periodically receives other grants and this fund is used as the pass-through for those as well. The use or reuse of dollars in this fund carries substantial restrictions and cannot be co-mingled with other City, State or Federal revenues.

Funds are budgeted to assist very low (50% AMI) and extremely low (30% AMI) income residents with home repair costs that exceed the $5,000 CDBG Program limit when the homeowner has no personal resources to cover the overage and the overage amount is not excessive. Use of this fund is subject to review and approval of the City Manager prior to the commitment of funds. Funds are also available for the emergency demolition of residential structures and minor expenses related to this activity. Because these funds were originally CDBG funds, the City must exercise caution to ensure that any use of these monies meets all HUD guidelines and requirements for use of their funds.

For the last few years this fund has had very little activity as no qualifying projects have been identified. FY 2023 is expected to be a dormant year again.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 285 - HOUSING REHAB FUND								
ESTIMATED REVENUES								
OTHER INCOME								
285-00-00-37100	INVESTMENT INTEREST	122	35		100	48	48	
285-00-00-38200	REFUNDS / REIMBURSEMENTS	5,000		30,000	633		(30,000)	(100.00)
OTHER INCOME		5,122	35	30,000	733	48	(29,952)	(99.84)
TOTAL ESTIMATED REVENUES		**5,122**	**35**	**30,000**	**733**	**48**	**(29,952)**	**(99.84)**
EXPENDITURES								
CONTRACTUAL SERVICES								
285-00-00-62100	FINANCIAL SERVICES	351	278	360	427		(360)	(100.00)
285-00-00-63700	DEVELOPMENTAL SERVICES		70	30,000	55		(30,000)	(100.00)
285-00-00-65300	LEGAL EXPENSES & NOTICES	110						
CONTRACTUAL SERVICES		461	348	30,360	482		(30,360)	(100.00)
TOTAL EXPENDITURES		**461**	**348**	**30,360**	**482**		**(30,360)**	**(100.00)**
NET OF REVENUES/APPROPRIATIONS - FUND 285		**4,661**	**(313)**	**(360)**	**251**	**48**		
BEGINNING FUND BALANCE		**65,934**	**70,594**	**70,281**	**70,281**	**70,532**		
ENDING FUND BALANCE		**70,595**	**70,281**	**69,921**	**70,532**	**70,580**		

Foreign Fire Insurance Tax Fund

FUND 290

The Foreign Fire Insurance Tax Fund was created in 1992 by the City Council in compliance with applicable state statutory provisions. A two-percent tax is imposed on the gross receipts of the fire insurance premiums provided by insurance companies not located within Illinois, and for property located in the City. These taxes, along with similar taxes imposed by most Illinois municipalities, are collected by the state and distributed to municipalities on a per capita basis. By ordinance, the Foreign Fire Insurance Tax Board members are elected by the Fire Department from among its members.

This Board is empowered to expend Foreign Fire Insurance Tax proceeds for the "maintenance, benefit, and use of the Fire Department." This Board cannot expend tax proceeds for projects not given budget approval by the City Council. The City Council cannot authorize the expenditures of tax proceeds for projects not approved by the Board. Consequently, the system requires the City Council and the Board to mutually agree on the expenditures.

Expenditures from this fund are used for the betterment of the Fire department. Typically, they have included station improvements, station repairs, furniture for stations, personal protection equipment and physical fitness equipment.

The FY2023 allocation is estimated to be $81,000. The planned expenditures in FY2023 total $76,491 and include the following:

- Recall jackets for new members;
- 10 new Fire helmets;
- 6-thermal imaging cameras;
- Replacement beds;
- Replacement appliances;
- Carpet Cleaning;
- Workout equipment;
- Kitchen supplies;
- Support for station upgrades.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 290 - FOREIGN FIRE INSURANCE TAX								
ESTIMATED REVENUES								
OTHER INCOME								
290-00-00-31950	MISCELLANEOUS TAXES	64,933	72,923	72,500	76,899	81,000	8,500	11.72
OTHER INCOME		64,933	72,923	72,500	76,899	81,000	8,500	11.72
TOTAL ESTIMATED REVENUES		**64,933**	**72,923**	**72,500**	**76,899**	**81,000**	**8,500**	**11.72**
EXPENDITURES								
COMMODITIES								
290-00-00-51300	SUPPLIES/PARTS-BUILDINGS	10,382	21,459	9,000			(9,000)	(100.00)
290-00-00-51500	SUPPLIES/PARTS-EQUIPMENT		4,526					
290-00-00-52800	FIREFIGHTING SUPPLIES & EQUIPMENT	12,730	12,476		13,141	12,600	12,600	
290-00-00-53300	SMALL TOOLS & EQUIPMENT	728	3,157	3,000			(3,000)	(100.00)
290-00-00-54000	UNIFORMS/PROTECTIVE CLOTHING	2,418	7,541	750			(750)	(100.00)
290-00-00-59999	COMMODITIES				9,500	11,500	11,500	
COMMODITIES		26,258	49,159	12,750	22,641	24,100	11,350	89.02
CONTRACTUAL SERVICES								
290-00-00-61300	MAINTENANCE-BUILDINGS		5,956		3,575	2,200	2,200	
290-00-00-61500	MAINTENANCE-EQUIPMENT				764	5,500	5,500	
290-00-00-65200	MARKETING ADS & PUBLIC INFO	2,461	1,054	500	500	2,500	2,000	400.00
290-00-00-66100	DUES & SUBSCRIPTIONS	2,506	6,633	2,903	3,152	3,191	288	9.92
CONTRACTUAL SERVICES		4,967	13,643	3,403	7,991	13,391	9,988	293.51
EQUIPMENT								
290-00-00-86000	EQUIPMENT		14,845	45,000	37,097	39,000	(6,000)	(13.33)
290-00-00-86200	OFFICE FURNITURE & EQUIPMENT	13,588	8,766	6,500			(6,500)	(100.00)
EQUIPMENT		13,588	23,611	51,500	37,097	39,000	(12,500)	(24.27)
TOTAL EXPENDITURES		**44,813**	**86,413**	**67,653**	**67,729**	**76,491**	**8,838**	**13.06**
NET OF REVENUES/APPROPRIATIONS - FUND 290		**20,120**	**(13,490)**	**4,847**	**9,170**	**4,509**		
BEGINNING FUND BALANCE		**62,919**	**83,039**	**69,548**	**69,548**	**78,718**		
ENDING FUND BALANCE		**83,039**	**69,549**	**74,395**	**78,718**	**83,227**		

Section Six

Debt Service Funds

- General Fund Debt Service (300)

Debt Service Fund

General Fund Debt Service (Fund 300)

Debt Limits

Chapter 65, Section 5/8-5-1 of Illinois Compiled Statutes governs computation of the legal debt margin, however the City's debt policy provides more restrictive guidelines for debt issuance, however, including the following:

1. Ratio of gross bonded debt divided by the full market value of taxable property **should not exceed 2%**

Gross bonded debt		$17,065,000*		
MV taxable property	=	$2,340,000,000	=	0.729%

** includes $4,455,000 of Library debt principal*

2. Ratio of gross bonded debt divided by population **should not exceed $1,200**

Gross bonded debt		$17,065,000*		
Population	=	40,290	=	$423.55

3. Annual debt service fund expenditures divided by General Fund expenditures **should not exceed 10**%

Debt Service Fund expenditures	= $1,854,570
Debt service in General Fund (Library)	= $ 469,599
Total debt service expenditures (2023)	= $2,324,169
General Fund expenditures (2023)	= $43,789,570 = 5.0%

4. The City's debt service duration should not exceed 120% of the life of the asset.
5. The City should maintain General Fund balance at a minimum 25% of annual expenditures, exclusive of interfund transfers.

The City is in compliance with all the above metrics within the 2023 Budget.

Bond Rating

In October 2020, the City's bond rating was downgraded from A1 with a "negative outlook" to A2 by Moody's Investors Service based on the large pension liability the City has shown for the Police and Fire Pension Funds. The rating was confirmed in November 2022. One of the City's goals, as noted in the Finance Department narrative, is to improve the bond rating over the next few years.

Outstanding General Obligation Debt

The following bond issues are retired through the Debt Service Fund:

General Obligation Refunding Bonds of 2010C: In December 2010, the City issued $5,415,000 of General Obligation Refunding Bonds to refinance prior debt at a lower interest cost. The original obligations were issued to finance storm sewer construction, road reconstruction, park land, and initial costs for a police station. The debt service is based on a 13-year amortization schedule with interest ranging from 1.90% to 5.90%. Semi-annual interest payments are due July 1st and January 1st while annual principal payments are due each January 1. The bonds mature on January 1, 2023.

General Obligation Bonds of 2012A: In October 2012, the City issued $9,905,000 of G.O. Refunding Bonds for the purpose of constructing a new Police Station. The debt service is based on a 17-year amortization schedule with interest ranging from 2.00% to 2.50%. Semi-annual interest payments are due July 1st and January 1st while annual principal payments are due each January 1. The bonds mature on January 1, 2030.

General Obligation Refunding Bonds of 2019: As of December 31, 2018, an outstanding principal balance of $3,905,000 existed for the 2010B G.O. Refunding Bond with interest ranging from 4.25% to 4.75%. In October 2019, the City issued $3,925,000 of G.O. Refunding Bonds to refinance the 2010B bonds at a lower interest cost. The original obligations were issued to finance a public works facility expansion, a new traffic signal, and various road projects. The debt service is based on an 8-year amortization schedule with an interest rate of 1.82%. Semi-annual interest payments will be due July 1st and January 1st while annual principal payments are due each January 1. The bonds mature on January 1, 2028.

General Obligation Taxable Series 2020: At the August 17, 2020, meeting of the City Council and the Finance Advisory Committee, the extraordinary impact of the COVID-19 crisis on City finances was described in considerable detail. The estimated $4.5 million drop in general operating revenues, offset in part by an expected infusion of federal Cares Act funding by the end of the calendar year, had posed very substantial challenges. Maintaining the services expected of the Fire, Police and Public Works departments under such reduced revenues was perhaps the singular challenge. It is also important to note that the fall in general operating revenues meant a fall in the City's General Fund reserve balance, which had been re-built in 2019 after several years of resting below the policy level of 25% of the annual General Fund expenses.

To balance the projected 2021 General Fund Budget without further exhaustion of the City's General Fund reserves, the City Manager proposed an investigation of bond refunding options that might reduce or eliminate the roughly $1.8 million in general obligation debt to be paid from the General Fund in 2021. The re-structuring of the City's January 1, 2021, and July 1, 2021, principal and interest payments was, in effect, a "scoop and toss." Debt payments on the pertinent bonds from each of the outstanding City general obligations were moved from Fiscal Year 2021 to Fiscal Years 2028, 2029, and 2030. This process extended the bond terms but at a lower annual debt service level at the end of the terms. The overall increase in debt service over the next 10 years increased; however, by deferring the debt payments from FY2021 to a future date when the full EAV of the Ferrara and Facebook projects should have been realized, the City was arguably in a better position to make those payments, given the fiscal constraints related to the COVID pandemic. The bonds mature on January 1, 2030.

The following bond issues are retired through the General Fund:

General Obligation Bonds of 2013A: This bond covers a debt undertaken by the City to help the DeKalb Public Library finance its building expansion in 2012-2013. The bonds were refunded in 2022 as noted below: the principal payments due January 1, 2023, and January 1, 2024, will continue to be paid by the City, the remaining payments were refunded.

General Obligation Series 2022 Refunding Bonds: On June 13, 2022, the City Council authorized the issuance of bonds to refund the existing General Obligation Bonds, Series 2013A (Library Bonds) to take advantage of the low interest rate environment. Aware that rates would be rising before the January 1, 2023, call date, the Finance staff and the bond advisors recommended a private placement and forward rate lock to secure the current low rates in advance. The official refunding transpired on October 4, 2022. The City lowered its interest rate and achieved a net present value savings of about $155,000 from the transaction. The bonds mature on January 1, 2033.

SCHEDULE OF FUTURE DEBT SERVICE BY ISSUE – COMBINED PRINCIPAL & INTEREST

YEAR	2010 C	2012 A	2013 A	2019	2020	2022	Total
2023	$664,028	$888,031	$350,375	$253,751	$46,110	$119,224	$2,321,519
2024	-	887,581	350,175	929,150	46,110	121,234	2,334,250
2025	-	886,831	-	928,180	46,110	470,748	2,331,869
2026	-	885,781	-	931,891	46,110	470,060	2,333,842
2027	-	888,863	-	930,283	46,110	469,088	2,334,344
2028	-	886,066	-	105,956	466,223	467,830	1,926,075
2029	-	887,356	-	-	569,855	471,216	1,928,427
2030	-	511,313	-	-	946,687	469,246	1,927,246
2031	-	-	-	-	-	466,991	466,991
2032	-	-	-	-	-	464,451	464,451
2033	-	-	-	-	-	466,555	466,555
Total	**$664,028**	**$6,721,822**	**$700,550**	**$4,079,211**	**$2,213,315**	**$4,456,643**	**$18,835,569**

SCHEDULE OF FUTURE DEBT SERVICE BY FUND

YEAR	General Fund			Debt Service Fund			Total
	Principal	Interest	Total	Principal	Interest	Total	
2023	$375,000	$94,599	$469,599	$1,595,000	$256,920	$1,851,920	$2,321,519
2024	360,000	111,409	471,409	1,650,000	212,841	1,862,841	2,334,250
2025	370,000	100,748	470,748	1,680,000	181,121	1,861,121	2,331,869
2026	380,000	90,060	470,060	1,715,000	148,782	1,863,782	2,333,842
2027	390,000	79,088	469,088	1,750,000	115,256	1,865,256	2,334,344
2028	400,000	67,830	467,830	1,375,000	83,245	1,458,245	1,926,075
2029	415,000	56,216	471,216	1,405,000	52,211	1,457,211	1,928,427
2030	425,000	44,246	469,246	1,440,000	18,000	1,458,000	1,927,245
2031	435,000	31,991	466,991	-	-	1,851,920	466,991
2032	445,000	19,451	464,451	-	-	1,862,841	464,451
2033	460,000	6,555	466,555	-	-	1,861,121	466,555
Total	**$4,455,000**	**$702,193**	**$5,157,193**	**$12,610,000**	**$1,068,376**	**$13,678,376**	**$18,835,569**

Debt Impact on Operations

All the City's General Obligation Bonds are being repaid by nonspecific sources from the General Fund. With the passage of the original bond ordinances, every year the DeKalb County Clerk automatically prepares an annual property tax levy extension for the payment of the debt service unless an annual tax abatement ordinance is filed with the Clerk's office. The City has annually abated the tax levies as alternate revenue sources have been sufficient to pay the debt service.

The City currently has no intention to utilize property taxes to pay the bonds and plans to file the abatement ordinance each year for the remaining life of the bonds. The annual debt service on the issues averages $2.3 million 2023-2027; $1.9 million 2028-2030; and $466,000 2031-2033. Additional paying agent fees average $2,600 annually. The amount being paid from the Debt Service Fund is funded by an annual transfer from the General Fund, and the Library bonds are paid directly from the General Fund. The net effect on operations is that this amount of annual General Fund revenue (about 5% of total General Fund revenue in 2023) is unavailable for other projects until the bonds mature.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 300 - DEBT SERVICE-GENERAL FUND								
ESTIMATED REVENUES								
SALES & USE TAXES								
300-00-00-31400	HOTEL/MOTEL TAX	24,629	64,367	56,000	67,000		(56,000)	(100.00)
SALES & USE TAXES		24,629	64,367	56,000	67,000		(56,000)	(100.00)
FINES								
300-00-00-35300	PARKING FINES	31,525	37,100	45,000	24,234		(45,000)	(100.00)
FINES		31,525	37,100	45,000	24,234		(45,000)	(100.00)
OTHER INCOME								
300-00-00-38800	DEBT ISSUE PROCEEDS	1,900,000						
OTHER INCOME		1,900,000						
TRANSFERS IN								
300-00-00-39100	TRANSFER FROM GENERAL FUND	1,778,985		1,880,280	1,880,280	1,750,000	(130,280)	(6.93)
TRANSFERS IN		1,778,985		1,880,280	1,880,280	1,750,000	(130,280)	(6.93)
TOTAL ESTIMATED REVENUES		**3,735,139**	**101,467**	**1,981,280**	**1,971,514**	**1,750,000**	**(231,280)**	**(11.67)**
EXPENDITURES								
CONTRACTUAL SERVICES								
300-00-00-62100	FINANCIAL SERVICES	2,676	2,927	1,900	3,402	2,650	750	39.47
CONTRACTUAL SERVICES		2,676	2,927	1,900	3,402	2,650	750	39.47
DEBT SERVICES								
300-00-00-75000	DEBT SERVICE - PRINCIPAL	1,380,000		1,595,000	1,535,000	1,595,000		
300-00-00-76000	DEBT SERVICE - INTEREST	397,834		285,280	318,291	256,920	(28,360)	(9.94)
300-00-00-79800	PAYMENT TO ESCROW AGENT	1,795,554	(30)					
300-00-00-79850	BOND ISSUANCE COSTS	76,011						
DEBT SERVICES		3,649,399	(30)	1,880,280	1,853,291	1,851,920	(28,360)	(1.51)
TOTAL EXPENDITURES		**3,652,075**	**2,897**	**1,882,180**	**1,856,693**	**1,854,570**	**(27,610)**	**(1.47)**
NET OF REVENUES/APPROPRIATIONS - FUND 300		**83,064**	**98,570**	**99,100**	**114,821**	**(104,570)**		
BEGINNING FUND BALANCE		**(89,845)**	**(6,781)**	**91,789**	**91,789**	**206,610**		
ENDING FUND BALANCE		**(6,781)**	**91,789**	**190,889**	**206,610**	**102,040**		

Section Seven

Capital Project Funds

- Capital Spending Overview
- Capital Projects Fund (400)
- Capital Equipment Replacement Fund (420)

Capital Spending Overview

Capital Definition

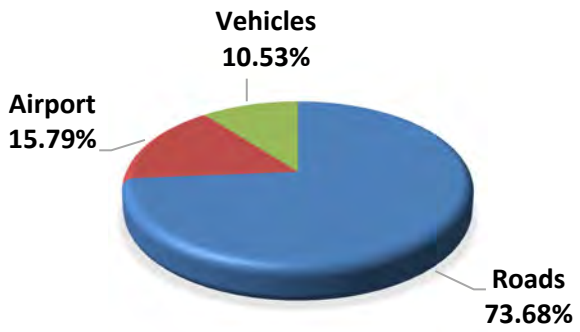
As noted in the Capital Asset Policy (see Appendix), "capital expenditures" are defined as items with a cost of $25,000 or more and a useful life of more than one year; these are the items that are capitalized and depreciated in the City's financial statements. Major capital expenditures are generally purchased out of the Proprietary Funds for Water System assets or Airport assets, out of the GEMT Fund for Fire Department assets, out of the Transportation Fund for transit related purchases, and out of the City's two Capital Projects Funds for everything else: the Capital Projects Fund (400) or Capital Equipment Replacement Fund (420). A separate policy, the Capital Equipment Replacement Fund Policy (see Appendix), governs the purchases from that fund.

Capital Funding

The sources of capital funding come from a variety of resources. The most stable resource is the local motor fuel tax. Since 2008, the City has imposed a tax per gallon on the purchase of motor fuel, including gasoline, gasohol, compressed natural gas and diesel fuel sold at retail. Effective January 1, 2020, the tax rate is 9.5 cents per gallon.

For FY2023, the local fuel tax rate of 9.5 cents per gallon remains split between road expenditures (7 cents), airport expenditures (1.5 cents), and vehicle replacement (1 cent) as shown in the pie chart:

Local Motor Fuel Tax Allocation



Another recurring funding source is lease payments from telecommunication companies with antennae on our water towers (reported as "Rental Income"); the City has about eight recurring lease agreements with annual escalators of 2.0%-3.5%. The exception are the leases with the DeKalb School District and Kishwaukee Radio Club, that have minimal fixed annual payments.

A future revenue source that is nearing fruition is the cannabis sales tax; the City has two interested parties that have processed through the State of Illinois licensing process and are awaiting final approval

of their dispensaries. A portion of estimated sales tax has been budgeted in the Capital Projects Fund to help fund this program.

Grant revenue is a less predicable source and is often tied to eligible street and infrastructure projects, and occasionally public safety capital equipment. These are typically one-time revenues that must be applied for when a specific project has been identified, and if funding doesn't materialize the project most likely will be deferred.

Capital financing is a less often used method to fund projects; the City entered a 5-year capital lease arrangement in late 2020 for vehicle purchases that had been deferred, and a second phase of vehicles were received in early to mid-2021. These leases contain variable buy-out clauses if the City does not renew them at the end of the lease terms, which will need to be added to future budgets. Other vehicles were purchased with low interest financing terms, and repayments are noted as "capital loans" as the City owns the assets. There are no current plans to enter any additional leases or financing arrangements due to the unfavorable interest rate environment and to limit the City's external debt.

Capital Expenditures Planning

In years past the City prepared a 5-year Capital Improvement Program (CIP), which has since fallen by the wayside. Within the Finance Department narrative is a goal to resurrect this report to provide a comprehensive long-range plan for the City's capital spending. Currently, the process to identify funded projects begins with requests coming from individual departments in the form of capital wish-lists and they are added to the current year budget only as funds permit. For vehicle purchases, the Police Department, Fire Department, Public Works Department (including streets, water, and airport) and Community Development Department identify annual needs and submit them during the departmental input phase of the budget process. Information technology needs are submitted by the Information Technology Director and the Police and Fire Departments. Major building renovations or enhancements are initiated by Public Works and/or the City Manager. Road reconstruction is monitored by the City Engineer and a pavement index is used to determine the streets and other infrastructure that are in most dire need of repair. Identified large projects are vetted with the City Council before moving forward.

In the FY 2023 budget, there are no new nonrecurring projects identified that will affect the current and future operating budgets, such as building construction/renovation. New vehicle purchases generally will reduce future maintenance costs, however the amount of the savings has not been quantified. Most of the Capital Projects Fund expenditures relate to repair/replacement of major streets, which is an ongoing maintenance cost. Similarly, most of the technology purchases are replacement items, with the exception of the new batch of license plate readers: after the initial purchase, there will be ongoing annual subscription fees which are currently $5,000.

Prior year capital purchases affect the current and future operating budgets as follows:

- Police body camera purchase > annual maintenance of $55,000-$60,000
- Prior license plate reader lease > annual lease payments of $29,211 for 5 years (see Fund 400)
- Prior vehicle capital leases > annual lease payments for 5 years (see Fund 420)
- Prior vehicle capital loans > annual principal and interest payments (see Fund 420)

The annual expenditure of each of the major capital purchases planned for FY 2023 are described in detail within the Fund and/or Departmental narrative that is paying for the asset.

Capital Projects Fund

FUND 400

For FY2023, out of the local fuel tax rate of 9.5 cents per gallon, 7 cents per gallon is dedicated to road expenditures in the Capital Projects Fund. This fund primarily supports annual street maintenance, public building improvements, alley repairs, and other capital costs. Proceeds from the **local** tax on motor fuel can be used for any public capital improvements.

The City owns and maintains about 130 centerline miles of roads, of which 74.8% (97.3 miles) are residential streets. The City's annual street maintenance is handled by an alternating funding cycle between the State MFT Fund (Fund 210) and the Capital Projects Fund (Fund 400). In FY2022, Fund 400 bore the financing of the street maintenance program.

Additionally, continuing into FY2022 from FY2021, two separate State grants passed through Fund 400 to advance local projects. One was an "Economic Development Program" (EDP) state grant from the Illinois Department of Transportation for approximately $1,500,000 for the upgrade of the intersection at Gurler Road and IL Rt. 23. The other was $1,440,000 from the Department of Commerce and Economic Opportunity (DCEO), which was designated by Representatives Tom Demmer and Jeff Keicher for use by DeKalb in advancing local infrastructure improvements, including the completion of Afton Road (running along the east boundary of the Meta development site).

In FY 2022, the City also received a $50,000 grant from T-Mobile to advance the City's public art program, which will be spent in FY 2023 on a City mural and other smaller artistic endeavors.

In FY2023, the Fund will support the following capital expenses:

- Barb City Manor annual grant: $50,000.
- City Hall tuckpointing and window upgrades: $25,000.
- A new "general" AIP program for small commercial properties outside the TIF#3 redevelopment area: $70,000.
- Special Projects: $58,000, of which $45,000 is earmarked for public art projects.
- Misc. street improvements (including parkway area on N. Ninth): $100,000.
- Replacement of the Nehring storm line and annual sump pump program: $60,000.
- East Locust re-surfacing, Seventh Street to Tenth Street: $50,000.
- Technology Equipment: $223,000, which includes $82,000 outright purchase of additional license plate reader cameras.
- Year 2 of 5 of capital lease payments for the City's License Plate Readers of $29,211, further detailed below:

	2022	2023	2024	2025	2026	Total
Principal	$29,211	$22,613	$24,108	$25,701	$27,400	$129,033
Interest	-	6,598	5,103	3,510	1,811	17,022
Total	$29,211	$29,211	$29,211	$29,211	$29,211	$146,055

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 400 - CAPITAL PROJECTS FUND								
ESTIMATED REVENUES								
SALES & USE TAXES								
400-00-00-31600	HOME RULE MOTOR FUEL TAX	861,826	947,167	900,000	880,550	892,000	(8,000)	(0.89)
SALES & USE TAXES		861,826	947,167	900,000	880,550	892,000	(8,000)	(0.89)
INTERGOVERNMENTAL REVENUES								
400-00-00-33200	STATE GRANTS		1,935,389	1,580,020	1,580,020		(1,580,020)	(100.00)
400-00-00-33300	LOCAL GRANTS					50,000	50,000	
INTERGOVERNMENTAL REVENUES			1,935,389	1,580,020	1,580,020	50,000	(1,530,020)	(96.84)
OTHER INCOME								
400-00-00-37100	INVESTMENT INTEREST				5,000	5,000	5,000	
400-00-00-38100	MISCELLANEOUS REVENUE		142,500	50,000			(50,000)	(100.00)
400-00-00-38200	REFUNDS / REIMBURSEMENTS			573,000	1,014,377		(573,000)	(100.00)
400-00-00-38600	SALES OF SURPLUS PROPERTY	604,387						
OTHER INCOME		604,387	142,500	623,000	1,019,377	5,000	(618,000)	(99.20)
TRANSFERS IN								
400-00-00-39100	TRANSFER FROM GENERAL FUND		22,500					
TRANSFERS IN			22,500					
TOTAL ESTIMATED REVENUES		**1,466,213**	**3,047,556**	**3,103,020**	**3,479,947**	**947,000**	**(2,156,020)**	**(69.48)**
EXPENDITURES								
COMMODITIES								
400-00-00-51600	SUPPLIES/PARTS-TECHNOLOGY		22,000	22,962	22,000		(22,962)	(100.00)
COMMODITIES			22,000	22,962	22,000		(22,962)	(100.00)
CONTRACTUAL SERVICES								
400-00-00-61300	MAINTENANCE-BUILDINGS		82,311	55,000	116,667	75,000	20,000	36.36
400-00-00-61450	MAINTENANCE-SIDEWALKS			25,000	25,000	25,000		
400-00-00-62300	ARCHITECT/ENGINEERING SERVICES	114,348	246,374	261,000	261,000	50,000	(211,000)	(80.84)
400-00-00-63800	CONTRACTED SERVICES		43,200	50,000	50,000	50,000		
400-00-00-65400	TAXES, LICENSES, & FEES		11,621					
400-00-00-69199	PRIV PROP REHAB / REDEVELOP					70,000	70,000	
400-00-00-69700	SPECIAL PROJECTS					58,000	58,000	
CONTRACTUAL SERVICES		114,348	383,506	391,000	452,667	328,000	(63,000)	(16.11)
DEBT SERVICES								
400-00-00-79000	CAPITAL LEASE PRINCIPAL			29,211	29,211	22,613	(6,598)	(22.59)
400-00-00-79100	CAPITAL LEASE INTEREST					6,598	6,598	
DEBT SERVICES				29,211	29,211	29,211		
EQUIPMENT								
400-00-00-81000	LAND ACQUSITION	375,000						
400-00-00-82000	BUILDINGS & IMPROVEMENTS	179,020	18,550		435,377			
400-00-00-83000	STREET IMPROVEMENTS		1,235,661	1,892,020	1,892,020	100,000	(1,792,020)	(94.71)
400-00-00-83050	STREET MAINTENANCE	718,617	321,572	1,200,000	1,200,000		(1,200,000)	(100.00)
400-00-00-83100	ALLEY IMPROVEMENTS	75,000	18,574	150,000	150,000		(150,000)	(100.00)
400-00-00-83200	STORM SEWER IMPROVEMENTS		2,060	25,000	25,000	60,000	35,000	140.00
400-00-00-83900	OTHER CAPITAL IMPROVEMENTS		23,854			50,000	50,000	
400-00-00-86100	TECHNOLOGY EQUIPMENT	113,836	284,383	200,000	174,000	223,000	23,000	11.50
EQUIPMENT		1,461,473	1,904,654	3,467,020	3,876,397	433,000	(3,034,020)	(87.51)
TOTAL EXPENDITURES		1,575,821	2,310,160	3,910,193	4,380,275	790,211	(3,119,982)	(79.79)
NET OF REVENUES/APPROPRIATIONS - FUND 400		**(109,608)**	**737,396**	**(807,173)**	**(900,328)**	**156,789**		
BEGINNING FUND BALANCE		**524,062**	**414,454**	**1,151,849**	**1,151,849**	**251,521**		
ENDING FUND BALANCE		**414,454**	**1,151,850**	**344,676**	**251,521**	**408,310**		

Capital Equipment Replacement Fund

Fund 420

The Capital Equipment Replacement Fund accounts for the acquisition costs for any new purchase or the replacement of major equipment and vehicles for the City. The Fleet Replacement Fund (Fund 410) was closed in FY2017, combined with the Equipment Fund (Fund 420) in the FY2018 budget, and renamed the Capital Equipment Replacement Fund.

Since November 2019 the City has dedicated one cent of its 4-cent increase in the local fuel tax to fleet maintenance and thereby added about $175,000 to the annual revenues for such purposes. Other recurring fund sources include lease payments from telecommunication companies with antennae on our water towers ("Rental Income"). Previously, E911 Board payments ("Reimbursements") were recognized here but beginning FY 2023 they are moved to the General Fund as they must be legally spent on the costs of 911 Dispatching.

Estimated sales tax revenue from two new cannabis dispensaries that are in the final stages of license approval from the State of Illinois have been added to FY 2023 revenue. Conservatively, in the event the openings do not transpire, a $200,000 Transfer In from the General Fund has also been budgeted.

For FY2023, several outright vehicle purchases are proposed in lieu of leasing to limit the debt exposure from capital leasing in an unfavorable interest rate environment. Complicating the purchase of vehicles in FY2023 is the extraordinary supply chain delays continuing to affect vehicle sales nation-wide. The highlighted FY2023 expenditures are as follows:

Police Squad Replacements/Upfitting (totaling $419,180):

- #302
- #306
- #318
- #319
- #325
- #330
- #333
- #339
- #349

Public Works Vehicles (totaling $260,000):

- Purchase of used International 60' aerial truck: $160,000
- Pelican sweeper repair: $100,000

No new leases are proposed. The existing lease package and its ongoing cost is shown in the following table:

Capital Lease Debt Service to Maturity

	2022	2023	2024	2025	2026	Total
Principal	$67,814	$72,150	$76,764	$103,283	$41,179	$361,190
Interest	20,535	16,198	11,586	6,678	429	55,426
Total	$88,349	$88,348	$88,350	$109,961	$41,608	$416,616

Additionally, existing loan repayment from prior financed equipment is shown in the following table:

Capital Loan Debt Service to Maturity

	2022	2023	2024	2025	2026	2027	Total
Principal	$145,571	$141,657	$144,859	$116,303	$78,580	$16,662	$643,632
Interest	13,699	9,285	6,084	2,903	888	-	32,859
Total	$159,270	$150,942	$150,943	$119,206	$79,468	$16,662	$676,491

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 420 - CAPITAL EQUIP REPLACEMENT FUND								
ESTIMATED REVENUES								
SALES & USE TAXES								
420-00-00-31260	SALES TAX					200,000	200,000	
420-00-00-31600	HOME RULE MOTOR FUEL TAX	122,267	135,308	135,000	123,316	120,000	(15,000)	(11.11)
SALES & USE TAXES		122,267	135,308	135,000	123,316	320,000	185,000	137.04
OTHER INCOME								
420-00-00-34900	RENTAL INCOME	226,224	218,260	220,000	174,513	179,293	(40,707)	(18.50)
420-00-00-37100	INVESTMENT INTEREST	391	103	400	9,000	6,000	5,600	1,400.00
420-00-00-38100	MISCELLANEOUS REVENUE	40,000	33,333	40,000			(40,000)	(100.00)
420-00-00-38200	REFUNDS & REIMBURSEMENTS	202,689	206,023	210,000	216,275	240	(209,760)	(99.89)
420-00-00-38600	SALES OF SURPLUS PROPERTY	83,924	84,735	10,000	20,000	3,000	(7,000)	(70.00)
420-00-00-38700	CAPITAL LEASE ISSUANCE	414,386	305,464	182,000			(182,000)	(100.00)
OTHER INCOME		967,614	847,918	662,400	419,788	188,533	(473,867)	(71.54)
TRANSFERS IN								
420-00-00-39100	TRANSFER FROM GENERAL FUND	1,700	25,000			200,000	200,000	
TRANSFERS IN		1,700	25,000			200,000	200,000	
TOTAL ESTIMATED REVENUES		**1,091,581**	**1,008,226**	**797,400**	**543,104**	**708,533**	**(88,867)**	**(11.14)**
EXPENDITURES								
CONTRACTUAL SERVICES								
420-00-00-40002	LEASE PURCHASE CONTRACTS		72,408					
420-00-00-61700	MAINTENANCE-VEHICLES			20,000	20,000	20,000		
CONTRACTUAL SERVICES			72,408	20,000	20,000	20,000		
DEBT SERVICES								
420-00-00-77000	LOAN PRINCIPAL	16,667	16,667	16,667	145,571	141,657	124,990	749.93
420-00-00-78000	LOAN INTEREST				13,699	9,285	9,285	
420-00-00-79000	CAPITAL LEASE PRINCIPAL	29,905	117,056	199,977	67,814	72,150	(127,827)	(63.92)
420-00-00-79100	CAPITAL LEASE INTEREST	2,493	27,277	30,611	20,535	16,198	(14,413)	(47.08)
DEBT SERVICES		49,065	161,000	247,255	247,619	239,290	(7,965)	(3.22)
EQUIPMENT								
420-00-00-86000	EQUIPMENT	21,975	3,465					
420-00-00-86100	TECHNOLOGY EQUIPMENT		28,702	130,500	117,053		(130,500)	(100.00)
420-00-00-86300	TELEPHONE & RADIO EQUIPMENT					25,000	25,000	
420-00-00-87000	VEHICLES	478,316	100,898	563,484	492,040		(563,484)	(100.00)
420-00-00-87010	VEHICLES/UPFITTING - POLICE					419,180	419,180	
420-00-00-87020	VEHICLES/UPFITTING - PUBLIC WORKS					260,000	260,000	
420-00-00-87100	LEASE PURCHASE VEHICLES		305,464	182,000			(182,000)	(100.00)
EQUIPMENT		500,291	438,529	875,984	609,093	704,180	(171,804)	(19.61)
TRANSFERS OUT								
420-00-00-91100	TRANSFER TO GENERAL FUND	500,000						
420-00-00-91650	TRANSFER TO AIRPORT FUND		124,985					
TRANSFERS OUT		500,000	124,985					
TOTAL EXPENDITURES		**1,049,356**	**796,922**	**1,143,239**	**876,712**	**963,470**	**(179,769)**	**(15.72)**
NET OF REVENUES/APPROPRIATIONS - FUND 420		**42,225**	**211,304**	**(345,839)**	**(333,608)**	**(254,937)**		
BEGINNING FUND BALANCE		**697,372**	**739,597**	**950,904**	**950,904**	**617,296**		
ENDING FUND BALANCE		**739,597**	**950,901**	**605,065**	**617,296**	**362,359**		

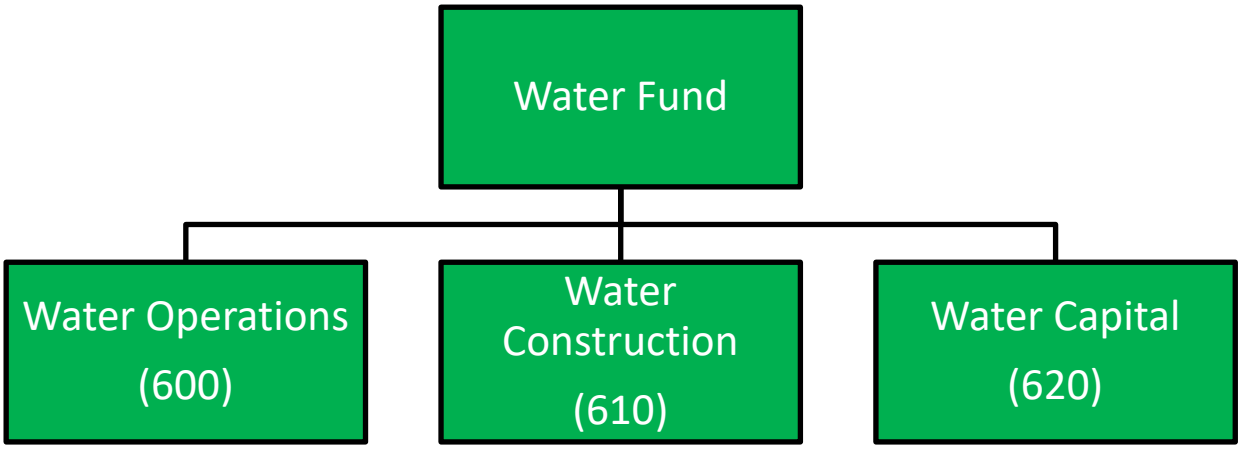
Section Eight

Enterprise Funds

- Water Operations Fund (600)
- Water Construction Fund (610)
- Water Capital Fund (620)
- Airport Fund (650)
- Refuse and Recycling Fund (680)

Water Operations Fund

The City's water system is comprised of three funds: Water Operations, Water Construction and Water Capital. While budgets are prepared for each of the three funds in the City's accounting system, for financial statement presentation the three funds are presented as one Major proprietary "Water Fund".



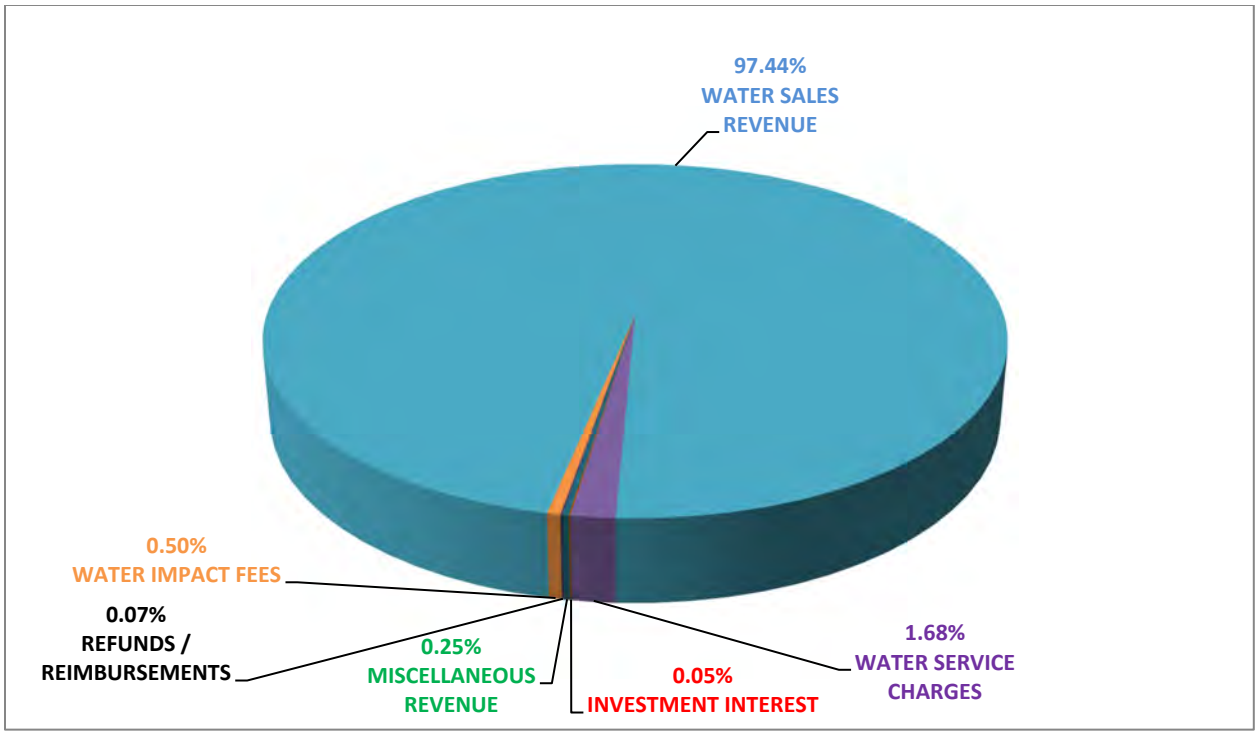
FUND 600

The Water Operations Fund provides for the supply, treatment, storage, and distribution of the City's potable water system, which provides approximately 1.1 billion gallons of water annually to DeKalb residents. The City's Public Water System is a modern, state-of-the-art water supply and serves a population of over 40,000 permanent residents plus non-resident students at Northern Illinois University. Water provided to the residents of DeKalb comes from six deep wells drawing water from deep sandstone aquifers, and three shallow wells that draw water from sand and gravel aquifers. Groundwater is treated at one of five ion-exchange/iron removal water treatment plants. The treatment process produces a high quality water supply by reducing the amount of hardness and iron in the water.

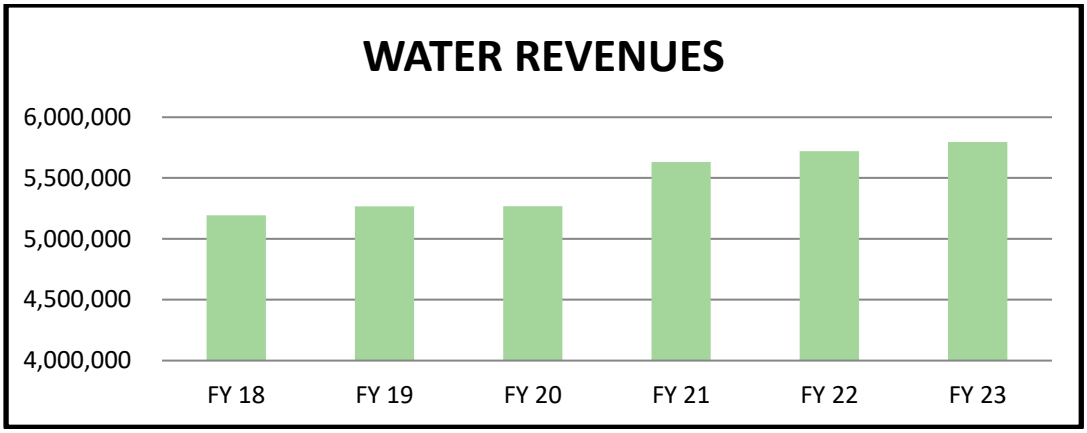
Before leaving the treatment plant, the groundwater is treated with chlorine and phosphate to ensure the safety of the water supply within our distribution system. In addition, fluoride is added to the water to promote the development of strong teeth.

After treatment, the water enters the distribution system for use or is stored in one of the City's four elevated water towers. The four towers have the ability to store a total of 5.75 million gallons. The elevated towers also maintain system pressures for fire protection.

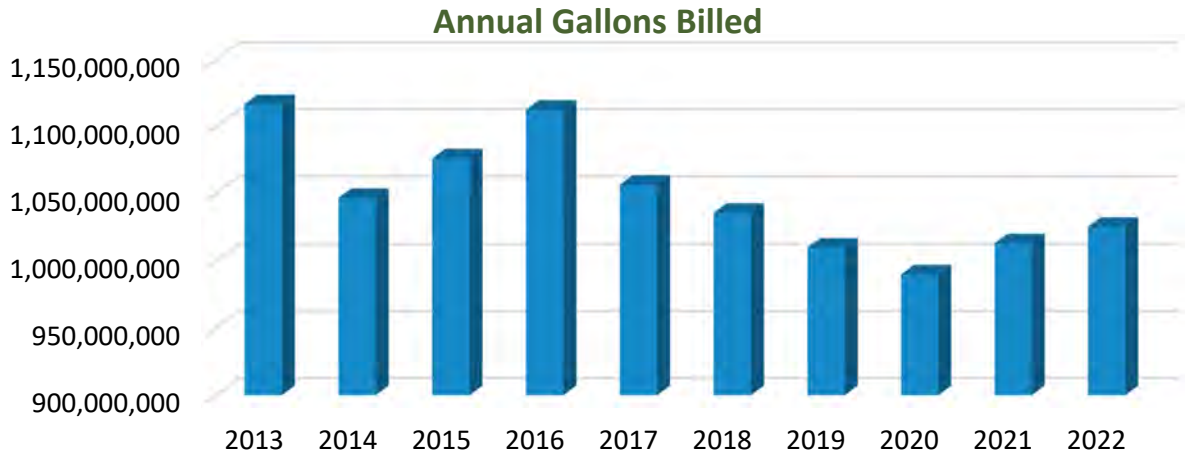
The Utility staff maintain over 180 miles of water main making up the City's water distribution system. Included in this system is over 2,500 hydrants, 3,000 valves, and 11,000 service lines and water metered accounts. Ensuring all these assets are adequately maintained is critical to a safe, uninterrupted water supply to our community and the ability to always provide fire protection.



The primary source of funding for the Water Operations Fund is water sales, accounting for over 97% of the total revenue. The Water Department experienced an increase in water sales of 1.6% in 2022 over the prior year. This is the second year in a row that water sales have increased. Prior to this, water sales were flat or decreased annually over the past 10 years. Water use is expected to stabilize or moderately increase over the next few years because of new development to the area. This includes the new Ferrara, Meta, Amazon, and Project Wildcat facilities as well as additional water demands expected as a result of DeKalb Plaza, Isaac Suites, Home2 Suites, Agora Towers, and Johann Suites among others.



The chart provided below depicts the number of gallons billed to DeKalb residents annually over the past ten years. *(Note: 2022 water sales are projected based on sales-to-date)*



Debt Service: The City has retired its bonded debt but still makes loan payments to the IEPA through the Water Fund, as well as payments on a capital loan and several capital leases.

Illinois Environmental Protection Agency Loan #L17-4045: From 2012 through 2014, the City received $271,891 in loan proceeds for the replacement of water mains on Hollister Drive. The debt service is based on a 20-year amortization schedule with interest at 2.295%. Semi-annual principal and interest payments are due April 26th and October 26th. The outstanding principal balance as of December 31, 2022, is $164,686.

Illinois Environmental Protection Agency Loan #L17-5473: In 2019, the City received $693,150 in loan proceeds for the replacement of approximately 4,100 feet of water main and services on Joanne Lane, Golfview Place, and Ilehamwood Drive. The debt service is based on a 20-year amortization schedule with interest at 1.84%. Semi-annual principal and interest payments are due June 30 and December 30. The outstanding principal balance as of December 31, 2022, is $593,156.

John Deere loader loan: In late 2020, the City opted to purchase a 2020 John Deere 4WD loader for water fund use. Due to the high cost, $189,960, the City determined that financing the purchase was the best option. The debt payments are based on a 5-year repayment schedule with interest at 2.60%. The outstanding principal balance as of December 31, 2022, is $107,517.

Capital Leases: In 2020 - 2021, the City took delivery of three Chevy Silverado trucks at a gross cost of $128,420 as part of the City's overall capital lease plan. One vehicle was delivered in 2020 and two more in 2021, all with a 5-year lease schedule and variable buy-out options at the end of the term. The outstanding principal balance as of December 31, 2022, is $94,209.

Loans Debt Service to Maturity

	IEPA Loan #L17-4045		IEPA Loan #L17-5473		John Deere Loader		
Fiscal Year	**Principal**	**Interest**	**Principal**	**Interest**	**Principal**	**Interest**	**Total**
2023	$14,830	$3,695	$31,074	$10,772	$38,213	$2,425	$101,009
2024	15,172	3,353	31,648	10,197	39,217	1,422	101,009
2025	15,522	3,002	32,233	9,612	30,087	392	90,848
2026	15,880	2,644	32,829	9,017			60,370
2027	16,247	2,278	33,436	8,410			60,371
2028	16,622	1,903	34,054	7,792			60,371
2029	17,005	1,519	34,683	7,162			60,369
2030	17,398	1,126	35,324	6,521			60,369
2031	17,800	725	35,977	5,868			60,370
2032	18,210	314	36,642	5,203			60,369
2033			37,320	4,526			41,846
2034			38,009	3,836			41,845
2035			38,712	3,133			41,845
2036			39,428	2,418			41,846
2037			40,156	1,689			41,845
2038			40,899	947			41,846
2039			20,732	191			20,923
Total	**$164,686**	**$20,559**	**$593,156**	**$97,294**	**$107,517**	**$4,239**	**$987,451**

Capital Lease Debt Service to Maturity

	2023	**2024**	**2025**	**2026**	**Total**
Principal	$20,270	$21,578	$30,741	$21,620	$94,209
Interest	5,336	4,027	2,633	495	12,491
Total	**$25,606**	**$25,605**	**$33,374**	**$22,115**	**$106,700**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 600 - WATER FUND								
ESTIMATED REVENUES								
LICENSES & PERMITS								
600-00-00-34880	WATER IMPACT FEES	12,576	31,396	30,000	11,600	30,000		
LICENSES & PERMITS		12,576	31,396	30,000	11,600	30,000		
SERVICE CHARGES								
600-00-00-34800	WATER SALES REVENUE	5,268,045	5,630,769	5,526,022	5,719,433	5,795,184	269,162	4.87
600-00-00-34850	WATER SERVICE CHARGES	36,798	31,923	100,000	85,000	100,000		
SERVICE CHARGES		5,304,843	5,662,692	5,626,022	5,804,433	5,895,184	269,162	4.78
OTHER INCOME								
600-00-00-37100	INVESTMENT INTEREST	1,089	191	200	10,000	3,200	3,000	1,500.00
600-00-00-38100	MISCELLANEOUS REVENUE	12,843	10,825	12,000	17,750	15,000	3,000	25.00
600-00-00-38200	REFUNDS / REIMBURSEMENTS	1,088	3,788		4,825	4,000	4,000	
600-00-00-38600	SALES OF SURPLUS PROPERTY			2,000	785		(2,000)	(100.00)
600-00-00-38750	CONTRIBUTED ASSETS		1,696,450					
OTHER INCOME		15,020	1,711,254	14,200	33,360	22,200	8,000	56.34
TRANSFERS IN								
600-00-00-39248	TRANSFER FROM SSA #28 FUND	8,704	28,723	8,704			(8,704)	(100.00)
600-00-00-39620	TRANSFER FROM WATER CAPITAL FUND	185,353	2,143,734					
600-00-00-39630	TRANSFER FROM WATER NEW CONSTRU	500,000						
TRANSFERS IN		694,057	2,172,457	8,704			(8,704)	(100.00)
TOTAL ESTIMATED REVENUES		**6,026,496**	**9,577,799**	**5,678,926**	**5,849,393**	**5,947,384**	**268,458**	**4.73**
EXPENSES								
PERSONNEL								
600-00-00-41100	WAGES - FULL-TIME	1,276,828	1,241,657	1,388,871	1,329,708	1,484,729	95,858	6.90
600-00-00-41200	WAGES - PART-TIME	33,531	16,780	22,942	15,221	9,900	(13,042)	(56.85)
600-00-00-41300	WAGES - OVERTIME	133,211	133,340	98,000	119,358	120,000	22,000	22.45
600-00-00-41400	LONGEVITY PAY	18,347	13,250	12,800	12,733	13,228	428	3.34
600-00-00-41500	CLOTHING ALLOWANCE	6,649	6,895	7,741	7,405	7,981	240	3.10
600-00-00-41550	CAR ALLOWANCE	338	325	325	325	325		
600-00-00-42100	EMPLOYER PORTION FICA	103,976	100,650	117,004	106,589	125,131	8,127	6.95
600-00-00-42200	EMPLOYER PORTION IMRF	206,598	201,450	186,447	182,004	140,241	(46,206)	(24.78)
600-00-00-42500	EMPLOYEE HEALTH INSURANCE	446,500	573,642	562,242	562,242	473,099	(89,143)	(15.85)
600-00-00-42600	WORKER'S COMPENSATION/LIABILITY INS	123,050	123,050	177,739	177,739	48,062	(129,677)	(72.96)
600-00-00-48150	CHANGE IN COMP ABS-WATER	(59,752)	(24,068)					
600-00-00-48250	IMRF NPO - WATER	(288,853)	(675,665)					
600-00-00-48350	NET OPEB-WATER	50,126	(169,181)					
PERSONNEL		2,050,549	1,542,125	2,574,111	2,513,324	2,422,696	(151,415)	(5.88)
COMMODITIES								
600-00-00-51300	SUPPLIES/PARTS-BUILDINGS	12,743	15,178	20,000	20,000	20,000		
600-00-00-51410	SUPPLIES/PARTS-STREETS	63,502	54,362	67,000	67,000	70,000	3,000	4.48
600-00-00-51500	SUPPLIES/PARTS-EQUIPMENT	23,442	17,521	27,000	27,000	30,000	3,000	11.11
600-00-00-51600	SUPPLIES/PARTS-TECHNOLOGY	16		500	500	500		
600-00-00-51700	SUPPLIES/PARTS-VEHICLES	12,627	13,754	25,000	15,000	20,000	(5,000)	(20.00)
600-00-00-51996	POTABLE WATER SYSTEM PARTS	68,848	83,029	80,000	90,000	100,000	20,000	25.00
600-00-00-52000	OFFICE SUPPLIES	821	483	750	1,400	750		
600-00-00-52500	JANITORIAL SUPPLIES	1,632	1,206	2,000	850	1,000	(1,000)	(50.00)
600-00-00-53100	ICE/SNOW CONTROL SUPPLIES		136	300	300	300		
600-00-00-53200	WATER SYSTEM CHEMICALS	196,992	212,537	270,000	270,000	300,000	30,000	11.11
600-00-00-53300	SMALL TOOLS & EQUIPMENT	14,356	12,981	15,000	15,000	17,000	2,000	13.33
600-00-00-54000	UNIFORMS/PROTECTIVE CLOTHING	1,723	882	1,700	500	1,000	(700)	(41.18)
600-00-00-55000	FUEL, OIL, & LUBRICANTS	22,514	34,838	30,000	40,000	45,000	15,000	50.00
600-00-00-59999	COMMODITIES			500			(500)	(100.00)
COMMODITIES		419,216	446,907	539,750	547,550	605,550	65,800	12.19

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
CONTRACTUAL SERVICES								
600-00-00-61100	MAINTENANCE-GROUNDS	1,656	1,656	1,800	1,800	1,800		
600-00-00-61300	MAINTENANCE-BUILDINGS	12,451	20,422	20,000	20,000	20,000		
600-00-00-61400	MAINTENANCE-INFRASTRUCTURE	26,552	61,734	70,000	20,000	80,000	10,000	14.29
600-00-00-61500	MAINTENANCE-EQUIPMENT	1,278	2,366	2,000	2,000	2,000		
600-00-00-61700	MAINTENANCE-VEHICLES	16,263	25,839	24,500	24,500	25,000	500	2.04
600-00-00-61800	MAINTENANCE-SOFTWARE	25,143	36,748	37,000	37,000	40,000	3,000	8.11
600-00-00-62099	PRINTED MATERIALS	1,359	1,203	1,000	2,454	2,000	1,000	100.00
600-00-00-62100	FINANCIAL SERVICES	6,319	7,433	10,500	11,933	12,508	2,008	19.12
600-00-00-62200	LEGAL SERVICES	22,500	27,000	36,000	41,471	36,000		
600-00-00-62300	ARCHITECT/ENGINEERING SERVICES	30,963	237,617	225,000	200,000	255,000	30,000	13.33
600-00-00-62500	LAB TESTING SERVICES	10,655	4,523	10,000	7,000	19,750	9,750	97.50
600-00-00-63800	CONTRACTED SERVICES	31,438	24,630	35,000	35,000	35,000		
600-00-00-64000	UTILITIES	106,232	108,293	120,000	120,000	120,000		
600-00-00-64100	ELECTRIC SERVICES	164,066	176,714	180,000	120,000	180,000		
600-00-00-64200	NATURAL GAS SERVICES	17,841	28,408	20,000	35,000	35,000	15,000	75.00
600-00-00-64300	REFUSE REMOVAL SERVICES	13,050	6,825	20,000	20,000	40,000	20,000	100.00
600-00-00-64500	TELEPHONE SERVICES	7,066	6,598	8,000	6,600	6,600	(1,400)	(17.50)
600-00-00-65100	FREIGHT & POSTAGE	37,077	38,041	42,500	42,500	43,000	500	1.18
600-00-00-65200	MARKETING ADS & PUBLIC INFO	319	73	1,000	200	500	(500)	(50.00)
600-00-00-65300	LEGAL EXPENSES & NOTICES	2,250						
600-00-00-65400	TAXES, LICENSES, & FEES	70	80	200	100	100	(100)	(50.00)
600-00-00-65500	RENTAL-BLDG & EQUIP	8	300	1,000	500	500	(500)	(50.00)
600-00-00-66100	DUES & SUBSCRIPTIONS	2,656	2,507	3,000	2,732	2,900	(100)	(3.33)
600-00-00-66200	TRAINING/TRAVEL	72	2,058	3,000	1,000	2,000	(1,000)	(33.33)
600-00-00-69200	SURETY BONDS	30,000	30,000	30,000	30,000		(30,000)	(100.00)
600-00-00-69800	UTILITY REBATE PROGRAM	996	1,390	3,000	2,000	3,000		
CONTRACTUAL SERVICES		568,280	852,458	904,500	783,790	962,658	58,158	6.43
OTHER SERVICES								
600-00-00-72500	DEPRECIATION-WATER	1,187,937	1,230,319	1,179,000	1,250,000		(1,179,000)	(100.00)
OTHER SERVICES		1,187,937	1,230,319	1,179,000	1,250,000		(1,179,000)	(100.00)
DEBT SERVICES								
600-00-00-76000	DEBT SERVICE - INTEREST	4,180						
600-00-00-77000	LOAN PRINCIPAL			45,005	82,241	84,117	39,112	86.91
600-00-00-78000	LOAN INTEREST	28,501	17,402	15,366	18,768	16,892	1,526	9.93
600-00-00-79000	CAPITAL LEASE PRINCIPAL			53,361	19,041	20,270	(33,091)	(62.01)
600-00-00-79100	CAPITAL LEASE INTEREST	1,235	9,787	10,929	6,565	5,336	(5,593)	(51.18)
600-00-00-79999	AMORTIZATION COSTS	10,645	11,188					
DEBT SERVICES		44,561	38,377	124,661	126,615	126,615	1,954	1.57
EQUIPMENT								
600-00-00-87000	VEHICLES		21,248					
EQUIPMENT			21,248					
TRANSFERS OUT								
600-00-00-91100	TRANSFER TO GENERAL FUND	311,000	311,000	311,000	311,000	279,500	(31,500)	(10.13)
600-00-00-91620	TRANSFER TO WATER CAPITAL FUND	1,450,000	1,271,090	2,251,505	2,251,505	1,762,400	(489,105)	(21.72)
TRANSFERS OUT		1,761,000	1,582,090	2,562,505	2,562,505	2,041,900	(520,605)	(20.32)
TOTAL EXPENSES		**6,031,543**	**5,713,524**	**7,884,527**	**7,783,784**	**6,159,419**	**(1,725,108)**	**(21.88)**
NET OF REVENUES/APPROPRIATIONS - FUND 600		**(5,047)**	**3,864,275**	**(2,205,601)**	**(1,934,391)**	**(212,035)**		
BEGINNING FUND BALANCE		**23,927,545**	**23,922,501**	**28,246,541**	**28,246,541**	**26,312,150**		
FUND BALANCE ADJUSTMENTS			**459,765**					
ENDING FUND BALANCE		**23,922,498**	**28,246,541**	**26,040,940**	**26,312,150**	**26,100,115**		

Water Construction Fund

Fund 610

The Water Construction Fund 610 receives impact fee revenue from new construction activity. Expenditures are restricted to the construction of new water infrastructure (water mains, wells, water tower and water treatment plants). In FY2022, no monies were expended from this fund. The Water Construction Fund is expected to end the FY2022 budget year with a fund balance of $931,202. In FY2023, no monies are budgeted for expenditure from this Fund.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 610 - WATER NEW CONSTRUCTION FUND								
ESTIMATED REVENUES								
LICENSES & PERMITS								
610-00-00-34880	WATER IMPACT FEES	173,382	85,570	50,000	10,379	50,000		
LICENSES & PERMITS		173,382	85,570	50,000	10,379	50,000		
OTHER INCOME								
610-00-00-37100	INVESTMENT INTEREST	486	106	100	10,000	4,000	3,900	3,900.00
OTHER INCOME		486	106	100	10,000	4,000	3,900	3,900.00
TOTAL ESTIMATED REVENUES		**173,868**	**85,676**	**50,100**	**20,379**	**54,000**	**3,900**	**7.78**
EXPENSES								
PERMANENT IMPROVEMENT								
610-00-00-85500	WATER SYSTEM IMPROVEMENTS			600,000			(600,000)	(100.00)
PERMANENT IMPROVEMENT				600,000			(600,000)	(100.00)
TRANSFERS OUT								
610-00-00-91600	TRANSFER TO WATER FUND	500,000						
TRANSFERS OUT		500,000						
TOTAL EXPENSES		500,000		600,000			(600,000)	(100.00)
NET OF REVENUES/APPROPRIATIONS - FUND 610		**(326,132)**	**85,676**	**(549,900)**	**20,379**	**54,000**		
BEGINNING FUND BALANCE		**1,151,279**	**825,147**	**910,823**	**910,823**	**931,202**		
ENDING FUND BALANCE		**825,147**	**910,823**	**360,923**	**931,202**	**985,202**		

Water Capital Fund

Fund 620

The capital portion of the Water Fund was split into its own fund in FY2016.5. The City Council supported the creation of the Water Capital Fund to track and finance water-related expenses pertaining to fleet and equipment and upgrades of existing water infrastructure such as water mains, wells, treatment plants and water towers.

To provide a funding source to finance the capital improvements, the Council approved a water rate increase of 4.5% each year over a five-year period (2016-2020) with the stipulation that 2/3 of each year's rate increase (or 3% of the 4.5% annual increase), would be directed into the Water Capital Fund (Fund 620). The remaining 1.5% would be directed into the Water Operations Fund (Fund 600). It should be noted that the rate increase in 2016 was only 2.2% and not 4.5%, so only 1.47% of this rate increase was directed into the Water Capital Fund. Subsequent rate increases since 2020 are tied to the CPI and follow the same guidelines noted above with two-thirds of the revenue directed to Fund 620 and one third to Fund 600. In 2021, the CPI was 2.5% and in 2022, the CPI was 7.2%. However, in light of the severe impact of rapidly rising inflation in the first two fiscal quarters of 2022, the Council elected to increase the 2022 rate by only 3.5%.

The table below details the revenue that has been generated each year for the Water Capital Fund since the creation of this fund:

Fiscal Year	Annual Water Rate Increase	Water Operations Fund 600 Annual Revenue 33% of Rate Increase	Water Capital Fund 620 Annual Revenue 67% of Rate Increase	Total Annual Revenue Generated from Rate Increase
2016.5	**2.20%**	$19,782	$39,563	$59,345
2017	**4.50%**	$80,156	$160,313	$240,470
2018	**4.50%**	$153,982	$307,964	$461,946
2019	**4.50%**	$228,001	$456,001	$684,002
2020	**4.50%**	$301,255	$602,510	$903,765
2021	**2.50%**	$367,592	$735,183	$1,102,775
2022*	**3.50%**	$412,980	$825,960	$1,238,940
Total		**$1,563,747**	**$3,127,494**	**$4,691,241**

*Amounts from FY 2016.5 – 2021 are based on actual amounts from the financial statements. 2022 is projected based on anticipated 2022 operating results.

Major accomplishments during FY2022 include:

- Installation of over 5,523 feet of water main replacement along North Thirteenth and North Fourteenth Streets.
- Well No. 14 maintenance and repair.
- Over 50 lead service line replacements.

Since the creation of the Water Capital Fund in 2016, over 9.3 million dollars of water capital improvements have been completed. Some of the projects include:

Projects 2016 - 2022	Total Costs 2016 - 2022
Water main replacement • Kishwaukee Ln, Lewis & Vienna, South Sixth St., Maplewood Ave, South Eleventh St., Sunset Place, Joanne Ln, Ilehamwood, Golfview, Oak Dr., Joanne Ln. (phase II), N. 13th and N. 14th Street	$5,024,851
Well Maintenance	$651,605
North and South Water Tower Painting	$2,016,811
Vehicles and Equipment (Backhoe, Loader, Tandem Dump Truck, Utility Vehicles)	$763,714
Sewer Repair (218 & 226 E. Lincoln Hwy)	$80,000
Water Meter Software Update	$25,000
Lead Service Line Replacement	$500,000
Water Meters	$435,000
BS&A Utility Billing Software	$314,000
TOTAL	**$9,810,981**

Over $2.0 million of water capital improvements are included in the FY2023 Budget:

Tentative FY2023 Projects	Estimated Costs
Water Main Replacement Greenbrier and Charles St. (1,910 feet)	$717,400
Routine Meter Replacements and New Water Meter Purchases	$80,000
Lead Service Line Replacement	$500,000
Well 16 & 17 – Maintenance and Inspection	$180,000
Iron Filter Media Replacement – Lincoln Hwy. WTP	$60,000
Water Department Drain Repair	$100,000
Well Inventory Replacement	$38,585
Toro Z-turn Mower Replacement	$15,000
3-D Modeling and Related Software	$25,000
Replace W-1 Vehicle – pickup truck	$60,000
Utility Vehicle (carried over from FY2022 Budget)	$204,305
Replace W-13 Vehicle – pickup truck	$60,000
TOTAL	**$2,040,290**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 620 - WATER CAPITAL FUND								
ESTIMATED REVENUES								
INTERGOVERNMENTAL REVENUES								
620-00-00-33110	FEDERAL GRANTS - ARPA			1,000,000	400,000	500,000	(500,000)	(50.00)
620-00-00-33300	LOCAL GRANTS				100,000			
INTERGOVERNMENTAL REVENUES				1,000,000	500,000	500,000	(500,000)	(50.00)
SERVICE CHARGES								
620-00-00-34800	WATER SALES REVENUE	602,510	735,183	779,954	825,960	977,687	197,733	25.35
SERVICE CHARGES		602,510	735,183	779,954	825,960	977,687	197,733	25.35
OTHER INCOME								
620-00-00-37100	INVESTMENT INTEREST	712	546	500	45,000	12,000	11,500	2,300.00
OTHER INCOME		712	546	500	45,000	12,000	11,500	2,300.00
TRANSFERS IN								
620-00-00-39600	TRANSFER FROM WATER FUND	1,450,000	1,271,090	2,482,505	2,482,505	1,762,400	(720,105)	(29.01)
TRANSFERS IN		1,450,000	1,271,090	2,482,505	2,482,505	1,762,400	(720,105)	(29.01)
TOTAL ESTIMATED REVENUES		**2,053,222**	**2,006,819**	**4,262,959**	**3,853,465**	**3,252,087**	**(1,010,872)**	**(23.71)**
EXPENSES								
EQUIPMENT								
620-00-00-86000	EQUIPMENT	13,600	15,289	32,200	8,488	15,000	(17,200)	(53.42)
620-00-00-86100	TECHNOLOGY EQUIPMENT	18,095		75,000	10,000	25,000	(50,000)	(66.67)
620-00-00-87000	VEHICLES	1,698		204,305	51,025	324,305	120,000	58.74
EQUIPMENT		33,393	15,289	311,505	69,513	364,305	52,800	16.95
PERMANENT IMPROVEMENT								
620-00-00-85000	WATER MAINS			1,948,112	1,928,112	717,400	(1,230,712)	(63.17)
620-00-00-85100	WATER METERS	32,868	68,419	80,000	80,000	80,000		
620-00-00-85200	LEAD SERVICE REPLACEMENT			1,000,000	500,000	500,000	(500,000)	(50.00)
620-00-00-85500	WATER SYSTEM IMPROVEMENTS	193,994		270,000	161,415	378,585	108,585	40.22
PERMANENT IMPROVEMENT		226,862	68,419	3,298,112	2,669,527	1,675,985	(1,622,127)	(49.18)
TRANSFERS OUT								
620-00-00-91600	TRANSFER TO THE WATER FUND	185,353	2,143,734					
TRANSFERS OUT		185,353	2,143,734					
TOTAL EXPENSES		445,608	2,227,442	3,609,617	2,739,040	2,040,290	(1,569,327)	(43.48)
NET OF REVENUES/APPROPRIATIONS - FUND 620		**1,607,614**	**(220,623)**	**653,342**	**1,114,425**	**1,211,797**		
BEGINNING FUND BALANCE		**339,481**	**2,846,220**	**2,625,597**	**2,625,597**	**3,740,022**		
FUND BALANCE ADJUSTMENTS		**899,126**						
ENDING FUND BALANCE		**2,846,221**	**2,625,597**	**3,278,939**	**3,740,022**	**4,951,819**		

Airport Fund

FUND 650

The Airport Fund supports the management and maintenance of the DeKalb Taylor Municipal Airport (DTMA) and the DeKalb Flight Center which provides aviation fueling and ground handling services for all based aircraft as well as transient aircraft. DTMA is open 24-hours-a-day through all types of weather and has two runways. The northeast by southwest runway (2/20) is 7,026-feet in length and the east/west runway (9/27) is 4,201-feet in length. The runways are served by a full Instrument Landing System (ILS) and four Global Positioning System (GPS) approaches, with a Level 3 Automated Weather Observation System (AWOS-3).

The Airport boasts more than 44,000 annual operations, more than 95 based aircraft, and five Specialized Aviation Servicer Operators (SASO) who provide aircraft flight training and maintenance. The Airport is designed to support all general aviation corporate, charter, cargo, and private aircraft arriving in the region.

The airport operation is served by one full time Airport Manager, one part-time Airport Maintenance Technician, one Seasonal Airport Maintenance Technician and seven Part-Time Aircraft Line Service Technicians. Seasonal mowing and snow-removal operations are managed by the Public Works Department's Street Division and augmented by Airport staff.

FY2022 Accomplishments

In February 2022, Aeromotive Services Inc., an FAA Certified Repair Station and the Airport's newest SASO, began leasing 1200 square feet in the Community hangar and a 384 square foot office in the main terminal. The yearly lease income from this agreement is $9,110 for the first two years of its term, followed by three one-year consecutive terms. Aeromotive provides after-market wiring harnesses and associated hardware for aircraft and automobiles and recently aligned with Dynon Avionics for retrofitting aircraft electronics with advanced flight navigation systems.

Also in FY 2022, the City as Airport Sponsor received FAA funding that covered 100% of the $1.19 million contract bid for resurfacing the Runway 2/20 parallel Taxiway C. The project, which was completed 14 days ahead of schedule and 4% under budget, received an Outstanding Achievement Award presented during the Illinois Public Airport Association's Fall Conference on September 26, 2022.

FY2023 Initiatives

In FY 2023, a large portion of the main terminal South tarmac's asphalt surface may be replaced with concrete as programmed through the FAA's Transportation Improvement Program. This project is estimated to cost $940,000 and will be federally funded 90% with the remaining 10% funded equally by 5% State and Local shares.

Fuel prices are regularly monitored, and the Airport management strives to maintain competitive fuel price levels to attract regional piston aircraft and transcontinental turbine aircraft to increase fuel sales.

The Airport serves the NIU Athletics (such as the Women's Basketball Team) and local corporate customers who prefer timely travel arrangements.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 650 - AIRPORT FUND								
ESTIMATED REVENUES								
SALES & USE TAXES								
650-00-00-31200	HOME RULE SALES TAX	7,101	7,806	5,253	12,000		(5,253)	(100.00)
650-00-00-31250	AVIATION FUEL SALES TAX					12,000	12,000	
650-00-00-31600	HOME RULE MOTOR FUEL TAX	183,805	202,958	189,820	189,222	193,000	3,180	1.68
SALES & USE TAXES		190,906	210,764	195,073	201,222	205,000	9,927	5.09
INTERGOVERNMENTAL REVENUES								
650-00-00-33150	FEDERAL PASS-THROUGH GRANTS	70,777	459,159		311,750	221,500	221,500	
650-00-00-33200	STATE GRANTS	2,167	10,464		1,000			
INTERGOVERNMENTAL REVENUES		72,944	469,623		312,750	221,500	221,500	
SERVICE CHARGES								
650-00-00-34500	FUEL SALES	433,387	509,095	532,256	658,733	620,000	87,744	16.49
SERVICE CHARGES		433,387	509,095	532,256	658,733	620,000	87,744	16.49
OTHER INCOME								
650-00-00-34900	RENTAL INCOME	360,681	339,628	459,298	400,000	427,980	(31,318)	(6.82)
650-00-00-34950	AIRPORT OPERATIONS	27,178	22,998	22,143	45,000	35,000	12,857	58.06
650-00-00-37100	INVESTMENT INTEREST	162	73	100	600	300	200	200.00
650-00-00-38100	MISCELLANEOUS REVENUE	11,041	14,695	4,004	4,000	4,500	496	12.39
650-00-00-38200	REFUNDS / REIMBURSEMENTS	485	7,038					
650-00-00-38700	CAPITAL LEASE ISSUANCE		85,592					
OTHER INCOME		399,547	470,024	485,545	449,600	467,780	(17,765)	(3.66)
TRANSFERS IN								
650-00-00-39100	TRANSFER FROM GENERAL FUND	51,000						
650-00-00-39260	TRANSFER FROM TIF #1 FUND	37,646	89,277					
650-00-00-39420	TRANSFER FROM CAPITAL EQUIP FUND		124,985					
TRANSFERS IN		88,646	214,262					
TOTAL ESTIMATED REVENUES		**1,185,430**	**1,873,768**	**1,212,874**	**1,622,305**	**1,514,280**	**301,406**	**24.85**
EXPENSES								
PERSONNEL								
650-00-00-41100	WAGES - FULL-TIME	160,821	113,849	118,170	115,897	110,828	(7,342)	(6.21)
650-00-00-41200	WAGES - PART-TIME	137,508	123,212	204,120	133,892	206,526	2,406	1.18
650-00-00-41300	WAGES - OVERTIME	152	93					
650-00-00-42100	EMPLOYER PORTION FICA	21,773	17,556	24,655	18,841	24,278	(377)	(1.53)
650-00-00-42200	EMPLOYER PORTION IMRF	24,162	16,578	14,523	14,198	9,653	(4,870)	(33.53)
650-00-00-42500	EMPLOYEE HEALTH INSURANCE	33,436	33,337	32,913	32,913	29,576	(3,337)	(10.14)
650-00-00-42600	WORKER'S COMPENSATION/LIABILITY INS	14,303	14,303	20,660	20,660	43,693	23,033	111.49
650-00-00-48160	CHANGE IN COMP ABS-AIRPORT	(39,060)	3,169					
650-00-00-48260	IMRF NPO - AIRPORT	(23,860)	(55,948)					
650-00-00-48360	NET OPEB-AIRPORT	1,536	(34,850)					
PERSONNEL		330,771	231,299	415,041	336,401	424,554	9,513	2.29
COMMODITIES								
650-00-00-51100	SUPPLIES/PARTS-GROUNDS	94	5	500	2,100	3,000	2,500	500.00
650-00-00-51300	SUPPLIES/PARTS-BUILDINGS	12,443	11,331	5,000	12,000	9,500	4,500	90.00
650-00-00-51500	SUPPLIES/PARTS-EQUIPMENT	4,641	1,329	500	2,000	500		
650-00-00-51600	SUPPLIES/PARTS-TECHNOLOGY		47	250	400	250		
650-00-00-51700	SUPPLIES/PARTS-VEHICLES	13,863	18,649	12,000	7,500	9,000	(3,000)	(25.00)
650-00-00-52000	OFFICE SUPPLIES	163	146	150	750	150		
650-00-00-52500	JANITORIAL SUPPLIES	12	723	500	600	600	100	20.00
650-00-00-53000	OPERATING SUPPLIES	277	798	750	650	700	(50)	(6.67)
650-00-00-53100	ICE/SNOW CONTROL SUPPLIES	24,100	15,532	11,500	14,000	18,000	6,500	56.52
650-00-00-53300	SMALL TOOLS & EQUIPMENT	491	479	500	600	600	100	20.00
650-00-00-54000	UNIFORMS/PROTECTIVE CLOTHING	165	347	500	500	500		
650-00-00-55000	FUEL, OIL, & LUBRICANTS	5,914	11,480	12,000	13,400	14,000	2,000	16.67
650-00-00-55100	AIRPORT FUEL (FOR RESALE)	328,188	358,474	375,000	515,000	500,000	125,000	33.33
COMMODITIES		390,351	419,340	419,150	569,500	556,800	137,650	32.84

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
CONTRACTUAL SERVICES								
650-00-00-61100	MAINTENANCE-GROUNDS	1,701	1,218	2,500	500	500	(2,000)	(80.00)
650-00-00-61300	MAINTENANCE-BUILDINGS	17,080	13,019	5,000	12,000	19,000	14,000	280.00
650-00-00-61500	MAINTENANCE-EQUIPMENT	15,399	25,151	20,000	10,000	6,000	(14,000)	(70.00)
650-00-00-61700	MAINTENANCE-VEHICLES	2,234	4,074	5,000	2,500	3,000	(2,000)	(40.00)
650-00-00-61800	MAINTENANCE-SOFTWARE		1,008	1,100	1,100	1,200	100	9.09
650-00-00-62099	PRINTED MATERIALS	193	126	100	100	100		
650-00-00-62100	FINANCIAL SERVICES	14,180	14,796	10,500	27,405	21,940	11,440	108.95
650-00-00-62300	ARCHITECT/ENGINEERING SERVICES	10,048	10,898	5,000	10,000	11,000	6,000	120.00
650-00-00-63800	CONTRACTED SERVICES	77,539	51,518	35,000	25,000	40,000	5,000	14.29
650-00-00-64000	UTILITIES	9,445	10,955	8,000	12,000	13,000	5,000	62.50
650-00-00-64100	ELECTRIC SERVICES	31,217	28,824	31,000	29,000	30,000	(1,000)	(3.23)
650-00-00-64500	TELEPHONE SERVICES	10,784	9,119	9,000	10,500	10,500	1,500	16.67
650-00-00-65100	FREIGHT & POSTAGE		17	100	50	100		
650-00-00-65200	MARKETING ADS & PUBLIC INFO	6,759	1,021	5,000	3,000	6,000	1,000	20.00
650-00-00-65300	LEGAL EXPENSES & NOTICES				60			
650-00-00-65400	TAXES, LICENSES, & FEES	50,209	44,088	55,000	80,000	85,000	30,000	54.55
650-00-00-66100	DUES & SUBSCRIPTIONS	1,916	2,853	2,500	3,400	4,520	2,020	80.80
650-00-00-66200	TRAINING/TRAVEL	487	84	1,000	1,035	2,400	1,400	140.00
650-00-00-69200	SURETY BONDS	26,147	29,330	40,000	6,000		(40,000)	(100.00)
CONTRACTUAL SERVICES		275,338	248,099	235,800	233,650	254,260	18,460	7.83
OTHER SERVICES								
650-00-00-72600	DEPRECIATION-AIRPORT	404,828	403,543					
OTHER SERVICES		404,828	403,543					
DEBT SERVICES								
650-00-00-75000	DEBT SERVICE - PRINCIPAL			66,125			(66,125)	(100.00)
650-00-00-76000	DEBT SERVICE - INTEREST	1,045		1,561			(1,561)	(100.00)
DEBT SERVICES		1,045		67,686			(67,686)	(100.00)
EQUIPMENT								
650-00-00-83900	OTHER CAPITAL IMPROVEMENTS	7,736	437,376		311,750	268,500	268,500	
650-00-00-86000	EQUIPMENT	19,500		2,500	2,500	1,000	(1,500)	(60.00)
650-00-00-86200	OFFICE FURNITURE & EQUIPMENT		4,198	1,000	250	1,000		
EQUIPMENT		27,236	441,574	3,500	314,500	270,500	267,000	7,628.57
TOTAL EXPENSES		**1,429,569**	**1,743,855**	**1,141,177**	**1,454,051**	**1,506,114**	**364,937**	**31.98**
NET OF REVENUES/APPROPRIATIONS - FUND 650		**(244,139)**	**129,913**	**71,697**	**168,254**	**8,166**		
BEGINNING FUND BALANCE		**30,513,952**	**30,269,910**	**30,399,826**	**30,399,823**	**30,568,077**		
FUND BALANCE ADJUSTMENTS		**96**						
ENDING FUND BALANCE		**30,269,909**	**30,399,823**	**30,471,523**	**30,568,077**	**30,576,243**		

Refuse and Recycling Fund

FUND 680

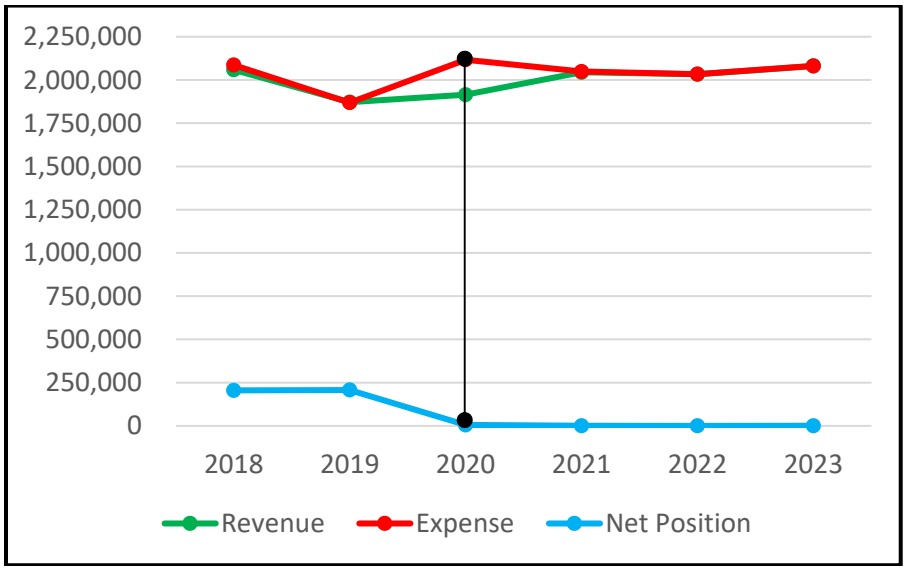
The Refuse & Recycling Fund provides for the efficient collection, processing, and disposal of refuse, landscape waste, and recyclables for DeKalb residents. In September 2018, the City entered a new 5-year agreement with Lakeshore Recycling Systems, Inc. (LRS) to provide these services.

DeKalb residents receive curbside collection services for an unlimited volume of refuse, recyclables, and landscape waste. As part of the agreement, LRS provides one 95-gallon refuse cart and one 65-gallon recycling cart at no additional charge. Residents may request a second 95-gallon refuse cart at no charge. Landscape waste collection is offered between April 1 and November 30 each year.

In 2019, the City staff worked with downtown business owners and LRS to set up a simplified process of billing refuse charges through the City's utility billing system for Central Business District (CBD) properties.

The contract with LRS includes curbside electronic waste pick-up on the first pick-up day of the month. This is a newer service for DeKalb residents. Another service offered to residents is household hazardous waste collection. This service is offered three times per year as scheduled with the City.

Refuse charges are collected through the City's utility bill on behalf of LRS. The City acts as a pass-through to bill and collect the refuse charges and remit them back to LRS. For providing this administrative service, the City is allowed to keep a 9% administrative fee, and a transfer is made back to the General Fund to reimburse for the salaries and benefits of the City staff that are involved in the billing and collection process. As the chart below illustrates, charges equally offset the expenses, the fund operates at a near breakeven amount and has maintained virtually no ending balance (net position) over the last several years.



Expenses were higher in FY 2020 (transfer to General Fund) to drawdown net position to near zero.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 680 - REFUSE & RECYCLING FUND								
ESTIMATED REVENUES								
SERVICE CHARGES								
680-00-00-34600	CHARGES FOR SERVICES	1,913,462	2,044,023	2,107,608	2,032,153	2,081,321	(26,287)	(1.25)
SERVICE CHARGES		1,913,462	2,044,023	2,107,608	2,032,153	2,081,321	(26,287)	(1.25)
OTHER INCOME								
680-00-00-37100	INVESTMENT INTEREST	1,235	6	10	40		(10)	(100.00)
680-00-00-38100	MISCELLANEOUS REVENUE	242	426	200	1,050		(200)	(100.00)
OTHER INCOME		1,477	432	210	1,090		(210)	(100.00)
TOTAL ESTIMATED REVENUES		**1,914,939**	**2,044,455**	**2,107,818**	**2,033,243**	**2,081,321**	**(26,497)**	**(1.26)**
EXPENSES								
CONTRACTUAL SERVICES								
680-00-00-64300	REFUSE REMOVAL SERVICES	1,756,876	1,836,917	1,887,676	1,893,756	1,937,104	49,428	2.62
CONTRACTUAL SERVICES		1,756,876	1,836,917	1,887,676	1,893,756	1,937,104	49,428	2.62
TRANSFERS OUT								
680-00-00-91100	TRANSFER TO GENERAL FUND	360,000	212,000	220,000	140,000	144,000	(76,000)	(34.55)
TRANSFERS OUT		360,000	212,000	220,000	140,000	144,000	(76,000)	(34.55)
TOTAL EXPENSES		**2,116,876**	**2,048,917**	**2,107,676**	**2,033,756**	**2,081,104**	**(26,572)**	**(1.26)**
NET OF REVENUES/APPROPRIATIONS - FUND 680		**(201,937)**	**(4,462)**	**142**	**(513)**	**217**		
BEGINNING FUND BALANCE		**208,318**	**5,270**	**808**	**808**	**295**		
FUND BALANCE ADJUSTMENTS		**(1,110)**						
ENDING FUND BALANCE		**5,271**	**808**	**950**	**295**	**512**		

Section Nine

Internal Service Funds

- Workers Compensation & Liability Insurance Fund (Fund 700)
- Health Insurance Fund (Fund 710)

Internal Service Funds

Workers' Compensation & Liability – Fund 700

This fund pays for all medical treatment, disability payments, and settlement costs associated with claims filed by employees who are injured on the job. In FY1994 the City became self-insured for workers compensation claims. For FY1994, through FY2012, the City had no excess or "umbrella" insurance coverage provided by private carriers. Since May 1, 2012, the City has had a self-insured retention policy for excess coverage. These claims are administered and monitored by the City Manager's Office and Human Resources Department. Starting in January 2022, the City's contract for property and worker's comp claims administration was shifted after a public bid process to the Illinois County Risk Management Trust (ICRMT).

This fund also pays for costs incurred resulting from accidents involving City property or employees, or in settlement of lawsuits brought against the City. Again, since May 2012, the City has had a self-insured retention policy for excess coverage. This coverage includes property, inland marine, general liability, automobile liability and auto physical damage, law enforcement liability, public official's liability, and employment practices liability.

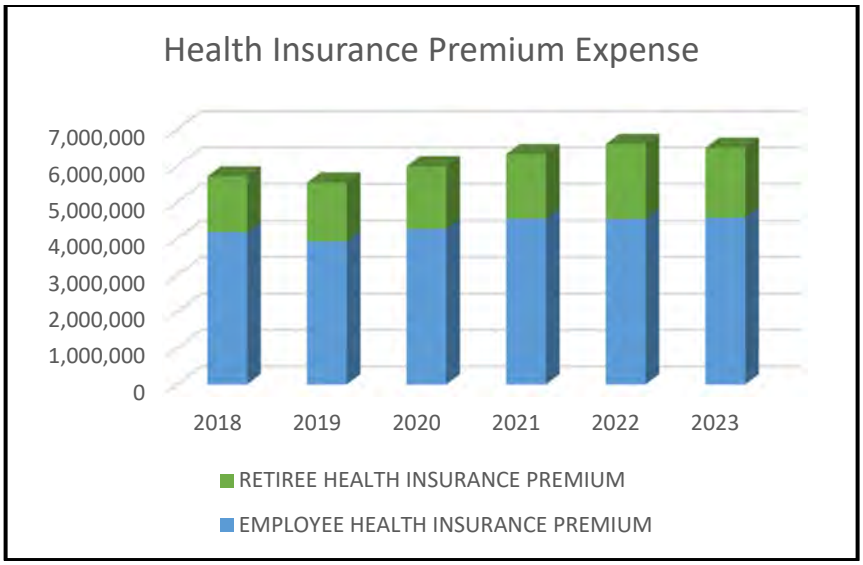
Contributions from the General Fund, Transportation Fund, Water Fund and Airport Fund are revenues to this fund in an amount sufficient to cover expenses. According to the City's fund balance policy, this fund should maintain a reserve of $1.0 million. For FY 2023, contributions from other funds have been calculated such that the ending net position at 12/31/2023 is $1.01 million.

Fund/Account Number	Description		FY 2023 Amount
100-55-00-42600	WORKER'S COMPENSATION/LIABILITY INSURANCE	Exp	$974,355
200-30-37-42600	WORKER'S COMPENSATION/LIABILITY INSURANCE	Exp	13,108
600-00-00-42600	WORKER'S COMPENSATION/LIABILITY INSURANCE	Exp	48,062
650-00-00-42600	WORKER'S COMPENSATION/LIABILITY INSURANCE	Exp	43,693
700-00-00-38500	EMPLOYER CONTRIBUTIONS	Rev	$1,079,218

Health Insurance – Fund 710

The City of DeKalb maintained its own self-funded insurance system from FY1993 through FY2008 for employee health insurance. On January 1, 2008, the City joined the Intergovernmental Personnel Benefits Cooperative (IPBC), which is a pooled arrangement with other Illinois communities for providing health insurance. This allowed the City to budget for known monthly payments to the IPBC, rather than funding for payment of all health claims as a fully self-insured entity.

The City offers comprehensive medical and dental coverage to its employees, their dependents, and retirees. All active employees pay 20% of the health insurance premium for single, single +1 or family coverage. Retirees fall into four tiers and pay a portion of the premium dependent upon hire date; employees hired on or after January 1, 2012 (Tier 4) will pay 100% of the premium when they retire.



Contributions from the General Fund, Transportation Fund, Water Fund and Airport Fund are revenues to this fund in an amount sufficient to cover expenses. According to the City's fund balance policy, this fund should maintain a reserve of one month of premiums, which is approximately $500,000. For FY 2023, contributions from other funds have been calculated such that the ending net position at 12/31/2023 is $597,000.

Fund/Account Number	Description		FY 2023 Amount
100-15-12-42500	EMPLOYEE HEALTH INSURANCE	Exp	$60,219
100-15-16-42500	EMPLOYEE HEALTH INSURANCE	Exp	24,677
100-17-12-42500	EMPLOYEE HEALTH INSURANCE	Exp	62,157
100-19-19-42500	EMPLOYEE HEALTH INSURANCE	Exp	45,230
100-20-21-42500	EMPLOYEE HEALTH INSURANCE	Exp	124,017
100-20-22-42500	EMPLOYEE HEALTH INSURANCE	Exp	765,990
100-20-24-42500	EMPLOYEE HEALTH INSURANCE	Exp	333,509
100-20-25-42500	EMPLOYEE HEALTH INSURANCE	Exp	372,612
100-25-27-42500	EMPLOYEE HEALTH INSURANCE	Exp	87,377
100-25-28-42500	EMPLOYEE HEALTH INSURANCE	Exp	1,021,647
100-30-31-42500	EMPLOYEE HEALTH INSURANCE	Exp	31,729
100-30-32-42500	EMPLOYEE HEALTH INSURANCE	Exp	39,134
100-30-33-42500	EMPLOYEE HEALTH INSURANCE	Exp	278,035
100-30-35-42500	EMPLOYEE HEALTH INSURANCE	Exp	6,901
100-40-41-42500	EMPLOYEE HEALTH INSURANCE	Exp	19,401
100-40-43-42500	EMPLOYEE HEALTH INSURANCE	Exp	101,544
100-55-00-41700	DEFERRED COMPENSATION	Exp	208,864
100-55-00-41800	HSA CONTRIBUTIONS	Exp	90,137
100-55-00-42500	RETIREE HEALTH INSURANCE	Exp	1,147,879
200-30-37-42500	EMPLOYEE HEALTH INSURANCE	Exp	21,486
600-00-00-42500	EMPLOYEE HEALTH INSURANCE	Exp	466,142
650-00-00-42500	EMPLOYEE HEALTH INSURANCE	Exp	29,576
710-00-00-38500	EMPLOYER CONTRIBUTIONS	Rev	$5,338,262

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 700 - WORK COMP/LIAB INSURANCE FUND								
ESTIMATED REVENUES								
SERVICE CHARGES								
700-00-00-38500	EMPLOYER CONTRIBUTIONS	755,959	898,220	881,000	753,348	1,079,218	198,218	22.50
SERVICE CHARGES		755,959	898,220	881,000	753,348	1,079,218	198,218	22.50
OTHER INCOME								
700-00-00-37100	INVESTMENT INTEREST	683	198	250	15,000	2,500	2,250	900.00
700-00-00-38200	REFUNDS / REIMBURSEMENTS		362		17,587			
700-00-00-38300	PROPERTY DAMAGE COMPENSATION	38,397	124,220	60,000	27,787		(60,000)	(100.00)
OTHER INCOME		39,080	124,780	60,250	60,374	2,500	(57,750)	(95.85)
TOTAL ESTIMATED REVENUES		**795,039**	**1,023,000**	**941,250**	**813,722**	**1,081,718**	**140,468**	**14.92**
EXPENSES								
CONTRACTUAL SERVICES								
700-00-00-62200	LEGAL SERVICES	83,923	175,211	150,000	150,000	150,000		
700-00-00-63800	CONTRACTED SERVICES	410,347	567,501	554,523	510,225	571,158	16,635	3.00
700-00-00-63999	TPA ADMINISTRATION	30,000	30,000		15,000	12,000	12,000	
700-00-00-65300	LEGAL EXPENSES & NOTICES	1,050	4,200	2,500			(2,500)	(100.00)
700-00-00-69100	CLAIMS: LIAB & PROP INSURANCE	66,754	122,329	125,000	125,000	125,000		
700-00-00-69150	CLAIMS: WORK COMP INSURANCE	505,819	(254,700)	300,000	350,000	400,000	100,000	33.33
700-00-00-69200	SURETY BONDS	75						
CONTRACTUAL SERVICES		1,097,968	644,541	1,132,023	1,150,225	1,258,158	126,135	11.14
TOTAL EXPENSES		**1,097,968**	**644,541**	**1,132,023**	**1,150,225**	**1,258,158**	**126,135**	**11.14**
NET OF REVENUES/APPROPRIATIONS - FUND 700		**(302,929)**	**378,459**	**(190,773)**	**(336,503)**	**(176,440)**		
BEGINNING FUND BALANCE		**1,447,629**	**1,144,700**	**1,523,161**	**1,523,161**	**1,186,658**		
ENDING FUND BALANCE		**1,144,700**	**1,523,159**	**1,332,388**	**1,186,658**	**1,010,218**		

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 710 - HEALTH INSURANCE FUND								
ESTIMATED REVENUES								
SERVICE CHARGES								
710-00-00-38500	EMPLOYER CONTRIBUTIONS	4,645,112	5,063,504	4,978,493	5,379,802	5,338,262	359,769	7.23
710-00-00-38510	EMPLOYEE CONTRIBUTIONS	924,624	854,409	901,070	901,070	911,038	9,968	1.11
710-00-00-38520	RETIREE CONTRIBUTIONS	672,454	637,919	763,120	653,000	664,181	(98,939)	(12.97)
710-00-00-38530	LIBRARY CONTRIBUTIONS	256,669	274,604	305,744	128,093	62,151	(243,593)	(79.67)
710-00-00-38590	OTHER CONTRIBUTIONS	4,201	722	1,500	1,624		(1,500)	(100.00)
SERVICE CHARGES		6,503,060	6,831,158	6,949,927	7,063,589	6,975,632	25,705	0.37
OTHER INCOME								
710-00-00-37100	INVESTMENT INTEREST	117	21	135	400	100	(35)	(25.93)
OTHER INCOME		117	21	135	400	100	(35)	(25.93)
TOTAL ESTIMATED REVENUES		**6,503,177**	**6,831,179**	**6,950,062**	**7,063,989**	**6,975,732**	**25,670**	**0.37**
EXPENSES								
PERSONNEL								
710-00-00-41700	DEFERRED COMPENSATION	156,955	165,930	180,000	187,000	200,000	20,000	11.11
710-00-00-41800	HSA CONTRIBUTIONS	83,852	78,750	85,000	78,000	85,000		
710-00-00-41850	INSURANCE OPT-OUT CONTRIBUTION	18,355	50,055	65,000	78,000	76,305	11,305	17.39
710-00-00-42100	EMPLOYER PORTION FICA	7,844	8,232	9,500	8,942	8,775	(725)	(7.63)
710-00-00-42200	EMPLOYER PORTION IMRF	12,474	11,667	14,500	5,226	5,226	(9,274)	(63.96)
710-00-00-67500	WELLNESS BENEFIT PAYMENTS	21,730	25,425	35,000	30,000	35,000		
PERSONNEL		301,210	340,059	389,000	387,168	410,306	21,306	5.48
CONTRACTUAL SERVICES								
710-00-00-42580	EMPLOYEE LIFE INSURANCE PREMIUM	16,180	16,671	16,500	16,500	16,500		
710-00-00-62100	FINANCIAL SERVICES	51	21	51	73	100	49	96.08
710-00-00-62600	MEDICAL SERVICES			6,000	6,000	6,000		
710-00-00-63998	FLEX ADMINISTRATION	3,696	3,260	4,200	3,000	4,500	300	7.14
710-00-00-67100	EMPLOYEE HEALTH INSURANCE PREMIUM	4,266,828	4,548,253	4,540,258	4,540,258	4,574,800	34,542	0.76
710-00-00-67200	LIBRARY HEALTH INSURANCE PREMIUM	149,844	154,391	305,744	128,093	62,151	(243,593)	(79.67)
710-00-00-67300	RETIREE HEALTH INSURANCE PREMIUM	1,711,753	1,760,694	2,011,047	2,047,500	1,911,876	(99,171)	(4.93)
710-00-00-67400	PEHP PLAN	30,850						
CONTRACTUAL SERVICES		6,179,202	6,483,290	6,883,800	6,741,424	6,575,927	(307,873)	(4.47)
TOTAL EXPENSES		**6,480,412**	**6,823,349**	**7,272,800**	**7,128,592**	**6,986,233**	**(286,567)**	**(3.94)**
NET OF REVENUES/APPROPRIATIONS - FUND 710		**22,765**	**7,830**	**(322,738)**	**(64,603)**	**(10,501)**		
BEGINNING FUND BALANCE		**641,539**	**664,304**	**672,133**	**672,133**	**607,530**		
ENDING FUND BALANCE		**664,304**	**672,134**	**349,395**	**607,530**	**597,029**		

Section Ten

Fiduciary Funds

- Police Pension Fund (Fund 830)
- Fire Pension Fund (Fund 850)

Police and Fire Pension Funds

Police Pension Fund (Fund 830) and Fire Pension Fund (Fund 850)

The Police and Fire Pension Funds account for the financial administration of two defined benefit pension plans: the Police Pension Plan and the Firefighters' Pension Plan, which are both single-employer pension plans. The benefits, benefit levels, employee and employer contributions are governed by Illinois state statute and can only be amended by the Illinois General Assembly. Revenue sources are primarily employer (City) contributions, investment earnings, and employee contributions from active Police and Fire Department personnel. Expenses are paid for retiree, disability, and surviving spouse pensions, financial management and investment fees, legal fees, audit costs, and other miscellaneous items.

An established local Board for each fund directs its own affairs and meets quarterly with special meetings as needed. The Boards are each comprised of five members. Two members are appointed by the Mayor, two are elected from the active participants of the pension fund, and one is elected by the fund's beneficiaries. The funds are regulated by the Illinois Department of Financial and Professional Regulation, Division of Insurance. By state law, these pension funds must be 90% funded by the year 2040. Current funding levels as of December 31, 2021, for the Police Pension Fund and the Fire Pension Fund were 58.4% and 43.7% respectively.

On October 10, 2019, Governor J.B. Pritzker received the report of the Illinois Pension Consolidation Task Force (created in February 2019) that advised the Governor to pursue consolidation of all fire pension boards and all police pension boards into two, state-wide entities to materially and dramatically improve the long-term portfolio performance of police and fire pension funds. Governor Pritzker's office subsequently drafted SB1300, which ultimately became Public Act 101-0610, creating the Illinois Police Officers' Pension Investment Fund (IPOPIF) and the Firefighters' Pension investment Fund (FPIF) on December 19, 2019, with local boards still retaining control over approval of retirement and disability pensions. The statute created transition boards of trustees, appointed by the Governor, to undertake a path toward the consolidation of funds. The FPIF got off to a faster start, accomplishing the creation of a working office and a permanent board of trustees in 2022. The DeKalb Firefighters' Pension Fund's assets were consolidated into the downstate fund in January 2022.

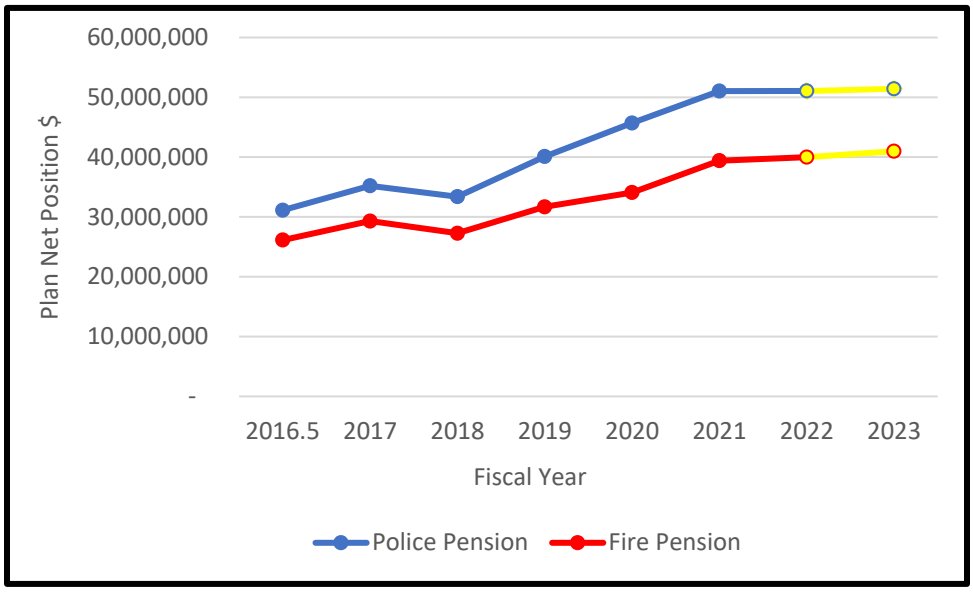
The IPOPIF was under challenge in the state courts, but an order of summary judgment was issued by the Circuit Court of Kane County in favor of the consolidation as authorized by Public Act 101-0610. That judgment was promptly appealed, and an appeals court ruling has not been made. To date, the anticipated consolidation of assets of the DeKalb Police Pension Fund and the expected savings from a reduction, state-wide, in overall actuarial and financial management costs has not been realized.

Annual contributions into the fund are determined by an actuarial study conducted annually by an independent actuary. The City of DeKalb has chosen to fund based on a <u>higher</u> amount than statutorily required, to achieve <u>100% funding by 2040</u>. Historically, employer contributions are funded through the City's property tax. However, in recent years, increases in the required contributions have significantly outpaced the City's ability to levy dollars through the property tax process. As such, a portion of the

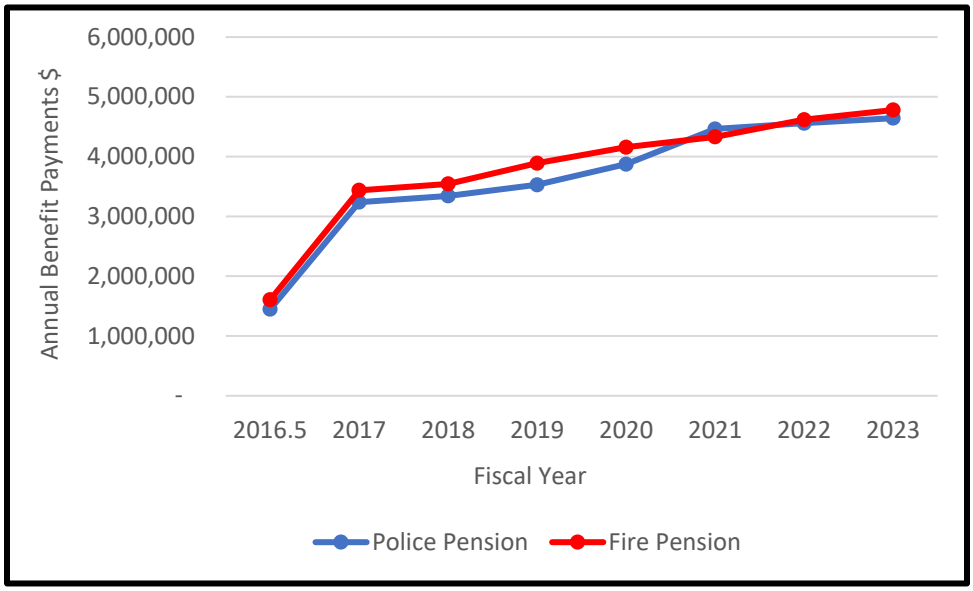
contributions comes from property tax (about 80%) with the remainder coming from other General Fund sources, such as sales and income tax.

The employee contributions are payroll contributions being made by current employees. The contribution percentage as set by statute for Police is 9.91% of base salary, and the contribution percentage for Fire is 9.455% of base salary.

The chart below depicts the Pension Funds' plan net position since December 31, 2016 (FY 2016.5). The yellow data points for 2022 and 2023 are yet unknown, and unrealized market value losses approaching the end of 2022 have not been factored into these amounts.



The chart below depicts the Pension Funds' annual benefit payments since December 31, 2016 (FY 2016.5). FY 2016.5 was only a 6-month fiscal period:



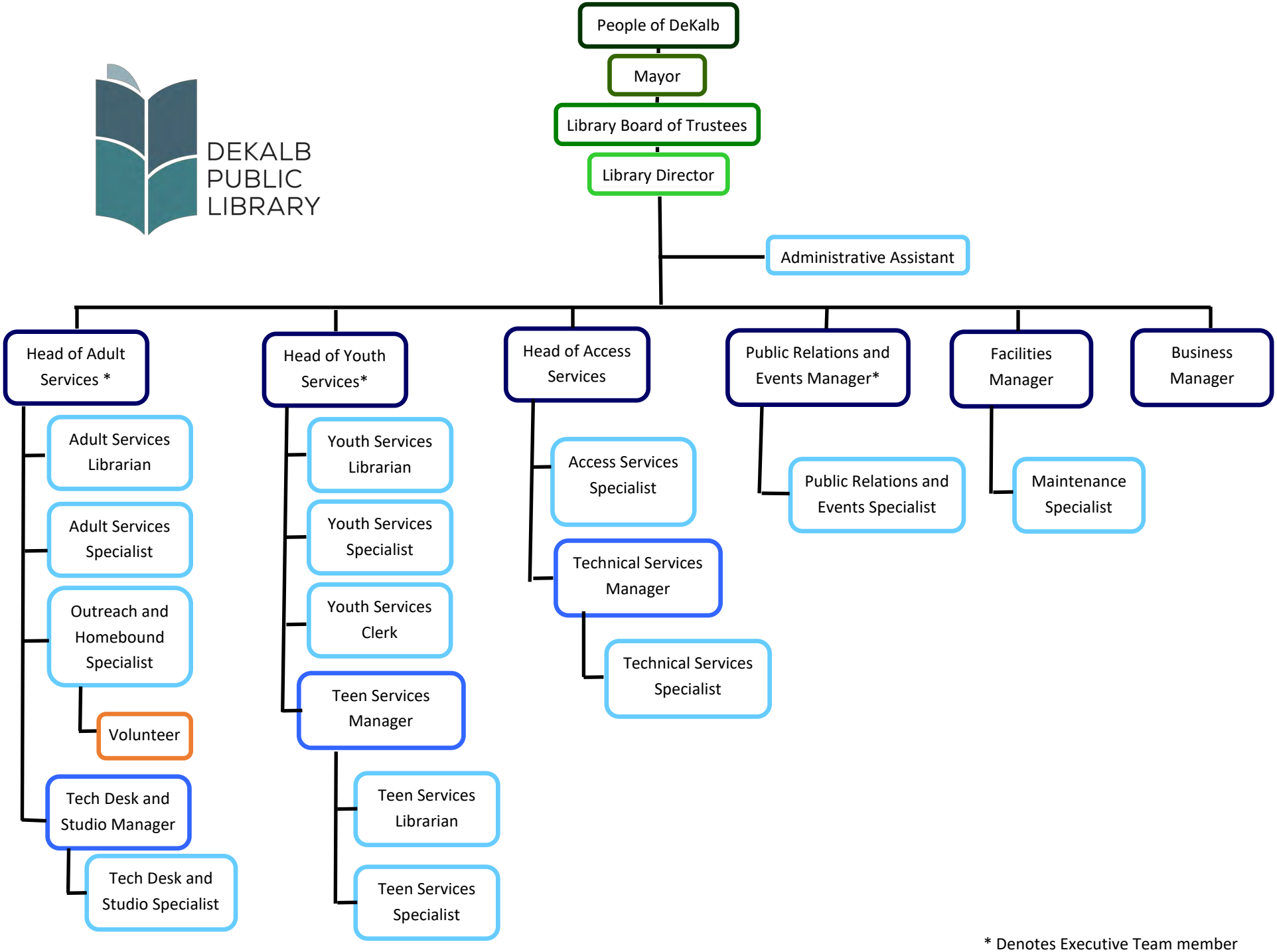
GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 830 - POLICE PENSION FUND								
ESTIMATED REVENUES								
SERVICE CHARGES								
830-00-00-38500	EMPLOYER CONTRIBUTIONS	3,442,572	3,614,881	3,707,827	3,707,827	3,901,382	193,555	5.22
830-00-00-38510	EMPLOYEE CONTRIBUTIONS	762,324	564,388	562,458	604,831	689,818	127,360	22.64
SERVICE CHARGES		4,204,896	4,179,269	4,270,285	4,312,658	4,591,200	320,915	7.52
OTHER INCOME								
830-00-00-37100	INVESTMENT INTEREST	634,788	1,880,375	544,510	400,000	500,000	(44,510)	(8.17)
830-00-00-37500	GAIN/LOSS ON INVESTMENTS	4,779,726	3,865,651	2,651,292			(2,651,292)	(100.00)
830-00-00-38100	MISCELLANEOUS REVENUE	226	3,377	3,000			(3,000)	(100.00)
OTHER INCOME		5,414,740	5,749,403	3,198,802	400,000	500,000	(2,698,802)	(84.37)
TOTAL ESTIMATED REVENUES		**9,619,636**	**9,928,672**	**7,469,087**	**4,712,658**	**5,091,200**	**(2,377,887)**	**(31.84)**
EXPENSES								
PERSONNEL								
830-00-00-41950	SERVICE PENSIONS	3,873,301	4,264,689	4,491,085	3,758,506	3,849,509	(641,576)	(14.29)
830-00-00-41951	NON-DUTY DISABILITY PENSIONS				47,852	47,852	47,852	
830-00-00-41952	DUTY DISABILITY PENSIONS				48,147	48,147	48,147	
830-00-00-41953	SURVIVING SPOUSE PENSIONS				567,114	597,670	597,670	
830-00-00-41960	SERVICE CREDIT TRANSFER		110,420	50,000			(50,000)	(100.00)
830-00-00-41970	CONTRIBUTION REFUNDS		87,253	50,000	136,110	100,000	50,000	100.00
PERSONNEL		3,873,301	4,462,362	4,591,085	4,557,729	4,643,178	52,093	1.13
CONTRACTUAL SERVICES								
830-00-00-62100	FINANCIAL SERVICES - L & A		13,670		13,760	14,173	14,173	
830-00-00-62110	FINANCIAL SERVICES - AUDIT				4,870	4,965	4,965	
830-00-00-62120	FINANCIAL SERVICES - ACTUARY				4,150	3,957	3,957	
830-00-00-62150	INVESTMENT SERVICES	58,477	72,835	68,000	76,000	19,000	(49,000)	(72.06)
830-00-00-62600	MEDICAL SERVICES		1,458		1,500	2,500	2,500	
830-00-00-62750	INSURANCE SERVICES	9,062	9,252	10,500	9,402	9,685	(815)	(7.76)
830-00-00-63800	CONTRACTED SERVICES		8,000	7,250	8,000	10,500	3,250	44.83
830-00-00-63900	OTHER PROFESSIONAL SERVICES	74,744	13,273	64,428	1,125	1,200	(63,228)	(98.14)
830-00-00-65300	LEGAL EXPENSES & NOTICES		13,067	2,000	9,500	10,500	8,500	425.00
830-00-00-66100	DUES & SUBSCRIPTIONS		795		795	800	800	
830-00-00-66200	TRAINING/TRAVEL		1,540	1,750	2,275	2,500	750	42.86
CONTRACTUAL SERVICES		142,283	133,890	153,928	131,377	79,780	(74,148)	(48.17)
TOTAL EXPENSES		**4,015,584**	**4,596,252**	**4,745,013**	**4,689,106**	**4,722,958**	**(22,055)**	**(0.46)**
NET OF REVENUES/APPROPRIATIONS - FUND 830		**5,604,052**	**5,332,420**	**2,724,074**	**23,552**	**368,242**		
BEGINNING FUND BALANCE		**40,099,114**	**45,703,199**	**51,035,619**	**51,035,619**	**51,059,171**		
FUND BALANCE ADJUSTMENTS		**31**						
ENDING FUND BALANCE		**45,703,197**	**51,035,619**	**53,759,693**	**51,059,171**	**51,427,413**		

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 850 - FIRE PENSION FUND								
ESTIMATED REVENUES								
SERVICE CHARGES								
850-00-00-38500	EMPLOYER CONTRIBUTIONS	3,951,651	4,282,230	4,415,632	4,415,632	4,933,015	517,383	11.72
850-00-00-38510	EMPLOYEE CONTRIBUTIONS	496,359	522,552	471,733	540,704	584,866	113,133	23.98
SERVICE CHARGES		4,448,010	4,804,782	4,887,365	4,956,336	5,517,881	630,516	12.90
OTHER INCOME								
850-00-00-37100	INVESTMENT INTEREST	660,644	1,502,083	450,000	300,000	300,000	(150,000)	(33.33)
850-00-00-37500	GAIN/LOSS ON INVESTMENTS	1,523,894	3,446,278	1,025,085			(1,025,085)	(100.00)
850-00-00-38100	MISCELLANEOUS REVENUE	(5,695)	28	11,000	(1,798)		(11,000)	(100.00)
OTHER INCOME		2,178,843	4,948,389	1,486,085	298,202	300,000	(1,186,085)	(79.81)
TOTAL ESTIMATED REVENUES		**6,626,853**	**9,753,171**	**6,373,450**	**5,254,538**	**5,817,881**	**(555,569)**	**(8.72)**
EXPENSES								
PERSONNEL								
850-00-00-41950	SERVICE PENSIONS	4,156,663	4,321,757	4,878,006	3,886,039	4,042,768	(835,238)	(17.12)
850-00-00-41952	DUTY DISABILITY PENSIONS				358,829	364,721	364,721	
850-00-00-41953	SURVIVING SPOUSE PENSIONS				372,129	372,129	372,129	
850-00-00-41970	CONTRIBUTION REFUNDS		7,313					
PERSONNEL		4,156,663	4,329,070	4,878,006	4,616,997	4,779,618	(98,388)	(2.02)
CONTRACTUAL SERVICES								
850-00-00-62100	FINANCIAL SERVICES - L & A		17,580		18,165	18,720	18,720	
850-00-00-62110	FINANCIAL SERVICES - AUDIT				4,870	4,965	4,965	
850-00-00-62120	FINANCIAL SERVICES - ACTUARY				3,550	3,657	3,657	
850-00-00-62150	INVESTMENT SERVICES	44,786	49,848	58,473	16,654	10,480	(47,993)	(82.08)
850-00-00-63800	CONTRACTED SERVICES		13,123	6,273			(6,273)	(100.00)
850-00-00-63900	OTHER PROFESSIONAL SERVICES	30,915	6,336	42,000			(42,000)	(100.00)
850-00-00-65100	FREIGHT & POSTAGE				9			
850-00-00-65300	LEGAL EXPENSES & NOTICES		4,725	3,350	4,825	2,900	(450)	(13.43)
850-00-00-66100	DUES & SUBSCRIPTIONS		500		500	500	500	
850-00-00-66200	TRAINING/TRAVEL		450	3,000	1,879	2,995	(5)	(0.17)
850-00-00-66300	TRAVEL EXPENSES		351					
CONTRACTUAL SERVICES		75,701	92,913	113,096	50,452	44,217	(68,879)	(60.90)
TOTAL EXPENSES		**4,232,364**	**4,421,983**	**4,991,102**	**4,667,449**	**4,823,835**	**(167,267)**	**(3.35)**
NET OF REVENUES/APPROPRIATIONS - FUND 850		**2,394,489**	**5,331,188**	**1,382,348**	**587,089**	**994,046**		
BEGINNING FUND BALANCE		**31,678,449**	**34,072,837**	**39,404,025**	**39,404,025**	**39,991,114**		
FUND BALANCE ADJUSTMENTS		**(100)**						
ENDING FUND BALANCE		**34,072,838**	**39,404,025**	**40,786,373**	**39,991,114**	**40,985,160**		

Section Eleven

Discretely Presented Component Unit

- DeKalb Public Library (Fund 900)



* Denotes Executive Team member

DeKalb Public Library

FUND 900

The DeKalb Public Library seeks to enrich, inform, entertain, and inspire the residents of DeKalb.

Since its founding in the 1880s as a reading room, the DeKalb Public Library has served the community with a welcoming environment and a full range of services to meet the informational, educational, and cultural needs of DeKalb residents and visitors. The library is a vital and integral part of the community, providing the public with a fully accessible 21st century facility housed in a beautifully maintained and expanded historic building.

As the primary community center in DeKalb, the library provides an essential place for people to engage in activities that engage their curiosity. Since June 2020, the DeKalb City Council and the DeKalb Planning and Zoning Commission have been meeting in the Yasunas Room in the lower level of the Library.

The library offers rich resources through its own collection of more than 150,000 physical items along with reciprocal access to the collections of more than 130 other libraries across Illinois. Digital collections are available on-site and from home, and within the library residents find access to technology, educational and entertaining programming for all ages, trained professional staff, and quiet spaces to read and work. The Library has approximately 16 full-time and 33 part-time employees.

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
Fund 900 - DEKALB PUBLIC LIBRARY FUND								
ESTIMATED REVENUES								
PROPERTY TAXES								
900-00-00-30170	PROPERTY TAX - LIBRARY	2,721,263	2,334,037	2,700,708	2,635,572	2,931,266	230,558	8.54
PROPERTY TAXES		2,721,263	2,334,037	2,700,708	2,635,572	2,931,266	230,558	8.54
INTERGOVERNMENTAL REVENUES								
900-00-00-33200	STATE GRANTS	62,007	75,194	64,944	59,428	64,944		
900-00-00-33300	LOCAL GRANTS		1,592	2,000	5,143	2,000		
900-00-00-33600	PERSONAL PROPERTY REPLACEMENT TA	37,394	65,533	21,700	121,966	40,000	18,300	84.33
INTERGOVERNMENTAL REVENUES		99,401	142,319	88,644	186,537	106,944	18,300	20.64
FINES								
900-00-00-35890	LIBRARY FINES	12,343	11,816	5,000	8,339	7,000	2,000	40.00
FINES		12,343	11,816	5,000	8,339	7,000	2,000	40.00
OTHER INCOME								
900-00-00-34990	LIBRARY NON-RESIDENT DUES	433	1,083	1,500	1,797	1,500		
900-00-00-37100	INVESTMENT INTEREST		453		6,933			
900-00-00-37600	UNREALIZED INV GAIN/LOSS		4,786		(7,623)			
900-00-00-38100	MISCELLANEOUS REVENUE	16,793	5,822	5,000	3,119	2,000	(3,000)	(60.00)
900-00-00-38400	DONATIONS / CONTRIBUTIONS	251,241	12,891	3,000	31,743	20,000	17,000	566.67
900-00-00-38450	ENDOWMENTS		91,227	2,825	11,678	6,500	3,675	130.09
900-00-00-38490	ANNUAL CAMPAIGN REVENUE		1,850	3,000	5,000	3,000		
900-00-00-38800	DEBT ISSUE PROCEEDS		490,603	490,626			(490,626)	(100.00)
900-00-00-38850	TIF PROPERTY TAX SURPLUS	98,899	103,332	90,230	103,332		(90,230)	(100.00)
OTHER INCOME		367,366	712,047	596,181	155,979	33,000	(563,181)	(94.46)
TRANSFERS IN								
900-00-00-38900	INTERFUND TRANSFERS				490,626			
900-00-00-39100	TRANSFER FROM GENERAL FUND	22,574						
TRANSFERS IN		22,574			490,626			
TOTAL ESTIMATED REVENUES		**3,222,947**	**3,200,219**	**3,390,533**	**3,477,053**	**3,078,210**	**(312,323)**	**(9.21)**

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET	2023 REQUESTED AMT CHANGE	2023 REQUESTED % CHANGE
EXPENSES								
PERSONNEL								
900-00-00-41100	WAGES - FULL-TIME	790,278	916,839	1,082,116	1,055,923	1,240,637	158,521	14.65
900-00-00-41200	WAGES - PART-TIME	339,917	279,049	353,429	333,604	398,667	45,238	12.80
900-00-00-42100	EMPLOYER PORTION FICA	79,886	85,269	109,819	125,593	125,407	15,588	14.19
900-00-00-42200	EMPLOYER PORTION IMRF	(32,978)	133,259	157,340	129,773	108,059	(49,281)	(31.32)
900-00-00-42500	EMPLOYEE HEALTH INSURANCE	178,804	186,328	202,936	142,033	216,885	13,949	6.87
900-00-00-42600	WORKER'S COMPENSATION/LIABILITY INSURANC			4,000		4,000		
900-00-00-42700	UNEMPLOYMENT INSURANCE	4,003	4,722	6,000	4,431	6,000		
900-00-00-48190	CHANGE IN COMP ABS-LIBRARY	20,070	(9,656)					
900-00-00-48290	IMRF NPO-LIBRARY		(293,888)					
900-00-00-48390	NET OPEB-LIBRARY	18,908	(118,018)					
PERSONNEL		1,398,888	1,183,904	1,915,640	1,791,357	2,099,655	184,015	9.61
COMMODITIES								
900-00-00-51300	SUPPLIES/PARTS-BUILDINGS	11,259	10,212	9,600	8,270	4,850	(4,750)	(49.48)
900-00-00-52000	OFFICE SUPPLIES	11,518	18,249	15,000	11,163	16,100	1,100	7.33
900-00-00-59900	LIBRARY MATERIALS	98,839	112,606	141,700	141,700	141,700		
900-00-00-59999	COMMODITIES	828		2,300	1,234	6,400	4,100	178.26
COMMODITIES		122,444	141,067	168,600	162,367	169,050	450	0.27
CONTRACTUAL SERVICES								
900-00-00-42580	EMPLOYEE LIFE INSURANCE PREMIUM	224	242	272		2,000	1,728	635.29
900-00-00-61100	MAINTENANCE-GROUNDS	15,865	13,479	13,790	22,898	13,915	125	0.91
900-00-00-61300	MAINTENANCE-BUILDINGS	29,058	24,618	97,985	90,000	99,564	1,579	1.61
900-00-00-61400	MAINTENANCE-INFRASTRUCTURE			54,545			(54,545)	(100.00)
900-00-00-62100	FINANCIAL SERVICES	24,720	35,926	23,000	34,259	29,765	6,765	29.41
900-00-00-62200	LEGAL SERVICES	6,265	9,274	10,000	5,058	10,000		
900-00-00-62400	TECHNOLOGY SERVICES	74	2,314	41,385	37,752	59,205	17,820	43.06
900-00-00-63800	CONTRACTED SERVICES	158,177	118,736	5,840	72,163		(5,840)	(100.00)
900-00-00-63900	OTHER PROFESSIONAL SERVICES	1,608	2,643	5,500	11,559	5,500		
900-00-00-63950	LIBRARY PROGRAMS	18,361	22,680	22,100	22,100	20,600	(1,500)	(6.79)
900-00-00-63955	GRANT FUNDED PROGRAMS	4,885	2,401	2,000	3,760	2,000		
900-00-00-63960	DONATIONS/FRIENDS OF THE LIBRARY	4,950	2,759	3,000	11,279	8,000	5,000	166.67
900-00-00-63965	ENDOWMENTS AND MEMORIALS	2,282	8,600	2,825	11,678	6,500	3,675	130.09
900-00-00-63970	LIBRARY ELECTRONIC RESOURCES	53,073	56,329	72,230	72,230	72,230		
900-00-00-63975	LIBRARY CONSORTIA SERVICES	33,221	33,831	35,000	34,785	38,550	3,550	10.14
900-00-00-64100	ELECTRIC SERVICES	1,255	1,258	1,500	1,040	1,500		
900-00-00-64200	NATURAL GAS SERVICES	9,459	12,341	13,200	15,649	13,200		
900-00-00-64300	REFUSE REMOVAL SERVICES	1,091	2,873	2,400	1,962	3,000	600	25.00
900-00-00-64400	SEWER SERVICES	1,772	4,270	5,200	3,403	5,000	(200)	(3.85)
900-00-00-64500	TELEPHONE SERVICES	15,134	14,933	15,570	13,768	14,900	(670)	(4.30)
900-00-00-64600	CABLE/INTERNET SERVICES	2,231	9,084	7,775	3,000	6,730	(1,045)	(13.44)
900-00-00-65100	FREIGHT & POSTAGE	3,216	1,621	2,000	1,322	2,000		
900-00-00-65200	MARKETING ADS & PUBLIC INFO	11,114	13,417	15,400	15,400	20,400	5,000	32.47
900-00-00-66100	DUES & SUBSCRIPTIONS	1,473	2,504	2,000	1,109	3,770	1,770	88.50
900-00-00-66200	TRAINING/TRAVEL	1,358	417	6,000	6,996	6,000		
900-00-00-66300	TRAVEL EXPENSES	523	650	2,000	1,083	2,000		
900-00-00-69200	SURETY BONDS	38,431	48,915	47,500	1,168	55,020	7,520	15.83
CONTRACTUAL SERVICES		439,820	446,115	510,017	495,421	501,349	(8,668)	(1.70)
DEBT SERVICES								
900-00-00-72900	DEPRECIATION-LIBRARY	614,233	609,757					
900-00-00-75000	DEBT SERVICE - PRINCIPAL	(568,027)	(155,858)	325,000	325,000		(325,000)	(100.00)
900-00-00-76000	DEBT SERVICE - INTEREST	753,321	169,460	165,626	165,626		(165,626)	(100.00)
900-00-00-77000	LOAN PRINCIPAL		155,858					
900-00-00-78000	LOAN INTEREST	25,437	(1,679)					
DEBT SERVICES		824,964	777,538	490,626	490,626		(490,626)	(100.00)
EQUIPMENT								
900-00-00-83900	OTHER CAPITAL IMPROVEMENTS			171,369	146,744	257,010	85,641	49.97
900-00-00-86000	EQUIPMENT	35,964	51,465	93,770	90,000	51,147	(42,623)	(45.45)
EQUIPMENT		35,964	51,465	265,139	236,744	308,157	43,018	16.22
TOTAL EXPENSES		**2,822,080**	**2,600,089**	**3,350,022**	**3,176,515**	**3,078,211**	**(271,811)**	**(8.11)**
NET OF REVENUES/APPROPRIATIONS - FUND 900		**400,867**	**600,130**	**40,511**	**300,538**	**(1)**		
BEGINNING FUND BALANCE		**18,503,469**	**18,904,336**	**19,504,470**	**19,504,466**	**19,805,004**		
ENDING FUND BALANCE		**18,904,336**	**19,504,466**	**19,544,981**	**19,805,004**	**19,805,003**		

Appendix

- Financial Policies
- Performance Measures
- Glossary
- Chart of Accounts
- Non-Bargaining Unit Pay Plan

Budget Policy

Policy Number: 01-01

Date: January 9, 2017
Revised: November 2022

Purpose: The City Manager shall submit an annual budget to the City Council which is within the City's ability to pay. The annual budget should provide for the following:

1. A meeting will be held with the Finance Advisory Committee after June 30 and before joint City Council budget discussions begin to discuss the previous year-end Annual Comprehensive Financial Report, review revenues trends and discuss any new policy recommendations.

2. Management shall prepare a draft of the annual budget for review by the City Council and the Finance Advisory Committee in October/November of each year. The recommended budget should be submitted to the City Council for review and a public hearing shall be held in November of each year. The final budget document shall be submitted to the full membership for approval prior to December 31 of each year.

3. The annual budget should effectively communicate meaningful and understandable information to the City residents, City Council, City staff, and other readers.

4. The annual budget shall be monitored on a monthly basis. Revenue and expenditure budget reports shall be prepared and made available to City management staff for departmental review on a monthly basis. A monthly budget vs. actual report (Treasurer's Report) shall be presented to the City Council.

5. The annual budget should allow for the implementation of as many of the City Council's goals and objectives from its strategic plans as financially possible.

6. The annual budget should provide for the adequate funding of all pension plans (IMRF, Police Pension Fund, and Firefighters' Pension Fund). An independent actuary should be used to determine the annual City contributions to the Police Pension Fund and the Firefighters' Pension Fund. Currently, the City is funding both the Police Pension and Firefighters' Pension Funds more than the statutory minimum, that is, the City is contributing an amount sufficient to be **100%** funded by 2040 under the Entry Age Normal actuarial cost method. Additionally, the City will annually review all assumptions within the actuarial valuation to determine they are sound and in accordance with industry norms and best practices.

7. The annual budget should provide funding for the adequate maintenance of municipal equipment, municipal facilities, and infrastructure.

8. The budget will provide sufficient funding to cover annual debt retirement costs.

9. The annual budget should set aside-adequate funding (pay-as-you-go funding) for the replacement of major equipment. Annual funding (depreciation funding) for these replacements will reduce major expenditure jumps in the annual budget when these acquisitions are made.

10. During the budget process, the City will assess the need for contingency funds to be included in the budget to fund unanticipated expenditures that might arise.

11. The annual budget should finance current operating expenditures, excluding major capital expenditures, with current revenues. The use of reserve funds to finance current operating expenditures should be carefully considered and avoided if possible. Long-term debt will not be used for funding current expenditures.

12. The City should limit the use of the reserve fund to nonrecurring operating expenditures or capital expenditures, specifically if our anticipated fund balance is below our Fund Balance Reserve Policy of 25%. If the reserve falls below 25%, a plan will be established to rebuild the balance.

13. The City may be required to undertake a budget amendment and/or execute expenditure transfers to ensure that actual expenditures are within approved budgetary limits as authorized by City Council. Administration of these procedures will be the responsibility of the City's Finance Director and the Finance Director will sign off that these procedures have been adhered to for any budget amendments and/or expenditure transfers undertaken by the City. Those procedures are as follows:

    a. Upon knowledge that a budget amendment and/or expenditure transfer will be required, the City's Finance Director will inform the City Council.

    b. Documents will be drafted by the Finance Director with the reason for the required budget amendment and/or expenditure transfer, including the specific accounts affected and the dollar amounts of said amendments and/or expenditure transfers.

    c. Formal City Council review and approval of proposed budget amendments and/or expenditure transfers will be required before any amendments and/or transfers are executed by the Finance Director.

13. The City will annually seek the Distinguished Budget Presentation Award offered by the Government Finance Officers Association (GFOA).

Fund Balance Policy

Policy Number: 01-02

Date: January 9, 2017
Revised: November 2022

Purpose: Fund balance measures the net financial resources available to finance expenditures of future periods. Fund balance reserve policies are established to avoid cash flow interruptions, generate investment income, and reduce the need for borrowing. The fund balance reserves identified within this policy are the minimum balances necessary to accomplish these objectives.

While keeping in mind the uneven nature of the City's cash flows, should the projected ending fiscal year fund balance fall below the desired percentage or amount, the City should create a plan to restore the appropriate levels.

Part II – Governmental Funds
This section only applies to fund balances reported in the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, and Permanent Funds.

1. Definitions
The five fund balance classifications outlined in GASB Statement 54 follows:

Non-spendable Fund Balance: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This would include items not expected to be converted to cash including inventories and prepaid amounts. It may also include the long-term amount of loans and receivables, as well as property acquired for resale and the corpus (principal) of a permanent fund.

Restricted Fund Balance: This classification should be reported when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance: This classification reflects specific purposes pursuant to constraints imposed by formal action of the district's highest level of decision-making authority (generally the governing board). Also, such constraints can only be removed or changed by the same form of formal action.

Assigned Fund Balance: This classification reflects amounts that are constrained by the government's intent to be used for specific purposes but meet neither the restricted nor committed forms of constraint.

Unassigned Fund Balance: This classification is the residual classification for the General Fund only. It is also where *negative residual amounts for all other* governmental funds would be reported.

2. Fund Balance Commitments & Assignments

Committed fund balance for a specific use must be taken by formal action of the City Council. Amendments or modifications of the committed fund balance must also be approved by formal action of the City Council. In order to be recognized in the annual Audit Report, commitments of fund balance must be enacted prior to the end of that Report's particular fiscal year.

Assigned Fund Balance is intended for specific purposes not imposed by external parties or City Council's formal action. The City Council authorizes the City Manager and/or his/her designee(s) to assign fund balance. Such assignments cannot exceed the available (spendable, unrestricted, uncommitted) fund balance in any Fund.

3. Reserves

General Fund: Unassigned fund balance will be maintained at a minimum level equal to 25% of annual expenditures. The City's unassigned General Fund balance will be maintained to provide the municipality with sufficient working capital and a margin of safety to address emergencies without borrowing.

TIF Funds: The City currently has two budgeted TIF Funds (the Central Area TIF and TIF II). These Funds should be self-supporting and should maintain a fund balance equivalent to meet the planned improvements identified in a multi-year capital schedule(s).

Capital Projects Fund: This Fund is used for resources accumulated and used in right of way improvements such as street repair, street reconstruction, and curb and gutter replacement. Costs associated with this Fund must not be State MFT eligible and must cost over $5,000 and have a useful life of at least three years. The funding source for this Fund will be the local home rule motor fuel tax as well as available local, state, and federal grants. The Capital Projects Fund should work toward establishing a fund balance at a minimum dollar amount to meet the planned improvements identified in a multi-year capital replacement schedule(s).

Special Revenue Funds: These Funds are used to account and report the proceeds of specific revenue sources which are restricted or committed toward expenditures for specific purposes other than debt service or capital projects. In general, all these Funds should maintain the least fund balance necessary to cover current fiscal year expenditures, plus an amount to pay for those expenditures of the subsequent fiscal year needed to avoid a cash deficit position.

4. Fund Balance Classification

Fund balance classifications depict the nature of the net resources that are reported in a governmental fund type. An individual governmental fund may include non-spendable

resources and amounts that are restricted, committed, or assigned, or any combination of those classifications. The General Fund may also include an unassigned amount.

5. Prioritization of Fund Balance Use

When an expenditure is incurred for a purpose which can be paid from multiple fund balance classifications, the City will spend the most restricted dollars first, in the following order:

- Non-spendable (if funds become spendable)
- Restricted
- Committed
- Assigned
- Unassigned

Part III – Enterprise, Internal Service, & Fiduciary Funds

This section applies to Funds outside the scope of GASB 54.

1. Definitions

Restricted Net Assets: The component of net assets restricted by external parties, constitutional restrictions, and enabling legislation.

Net Assets Invested in Capital Assets, Net of Related Debt: A component of net assets calculated by reducing capital assets by accumulated depreciation and the principal portion of related debt.

Unrestricted Net Assets: The portion of net assets that is neither restricted nor invested in capital assets net of related debt.

2. Reserves

Water Operating Fund: The unrestricted net assets of the Water Fund will be maintained at a minimum level equal to 25% of the annual budgeted operating expenses. Net position above 25% will be transferred annually to the Water Capital Fund for use in funding the Water Capital plan.

Water New Construction Fund: This revenue is from impact fees and is restricted for any new water main infrastructure in the City of DeKalb.

Water Capital Fund: This fund will be used to account for all water capital improvement projects as approved by City Council in the annual budget. Capital projects include existing water infrastructure for water mains, wells, treatment plants, pumping systems and water towers. Additionally, Water Division equipment and fleet that exceed $10,000 with a useful life exceeding one year would be accounted for through this fund and be subject to the same annual budget approval by Council.

Airport Fund: The unrestricted net assets of the Airport Fund will be maintained at a minimum level equal to 25% of annual budgeted operating expenses, plus the budgeted capital improvements for the current fiscal year.

Health Insurance Fund: The Health Insurance Fund should maintain unrestricted net assets of one month of IPBC's premium. Any amount above this threshold shall be used to reduce the following year's contributions from the General, Water and Airport Funds..

The Workers' Compensation & Liability Insurance Fund: This fund should maintain unrestricted net assets of $1,000,000 collectively (or 1 year premium for reinsurance plus the average annual retention costs associated with that premium). Any amount above this threshold shall be used to reduce the following year's contributions from the General, Water and Airport Funds.

Part IV – Other

1. Cash Deficits

Should any Fund incur a cash deficit by the end of the fiscal year, an interfund loan will be created with a Fund or Fund(s) which have a cash surplus (unless restricted by statute or Fund Balance policy).

2. Reporting

Year-to-date revenues and expenditures for the General Fund will be issued to the City Council by their second regular meeting of each month, along with a summary of major fund balances. As part of the annual budget process, the City Council shall receive an update on the General Fund with a year-end forecast for the fiscal year.

The City Council shall receive an update on Workers' Compensation claims through December 31 by the end of March and claims through June 30 by the end of September of each year.

A semi-annual report on economic development incentives will be reported to Council by the end of March and by the end of September of each year.

An update on retiree insurance costs will be reported annually by the end of March of each year.

Capital Equipment Replacement Fund Policy

Policy Number: 01-03

Date: January 9, 2017
Revised: November 2022

Purpose: The City of DeKalb has established the Capital Equipment Replacement Fund (CERF) to encourage departments to set aside funds each year for the eventual replacement of existing equipment and to avoid significant fluctuations in the operating budget from one year to the next. In order to build and maintain sufficient funds on hand to replace items at the end of their useful life, water tower rental income will be dedicated as well as transfers from the General Fund determined annually through the budget process. At a future date when one or more cannabis dispensaries have opened in the City, a portion of the sales tax generated from those establishments will also be recorded in this fund. The remainder of this policy is intended to provide guidance as to how the CERF will operate.

The Capital Equipment Replacement Fund shall be used only to replace existing equipment owned by the City. The fund shall not be used to purchase equipment not currently owned by the City or as a means to circumvent the process for having new equipment approved by the City Council. Requests for new equipment shall be made as part of the annual operating budget and must be approved by the City Council before acquisition.

Only those items which individually have a replacement cost of more than $10,000 or groups of similar equipment (e.g. personal computers, bullet proof vests, etc.) which, in the aggregate, exceed $10,000 with a useful life of more than one year shall be included in the CERF. Departments shall include individual items or groups of items with a value of less than $10,000 in their annual operating budget.

The cost of items associated with new vehicles such as vehicle markings, light bars, radios and similar equipment shall be included in the replacement cost of the vehicle.

The City shall create and annually update a multi-year Capital Improvement Program (CIP) which shall be the basis for the annual budget of the CERF. The replacement cost and useful life for each vehicle or technology related equipment will be re-evaluated by the individual departments on an annual basis. The Department Head, in consultation with the City Manager and the Finance Director, shall determine when a vehicle or equipment is due for replacement. Final capital asset replacement decisions using CERF monies will be discussed and approved by the City Council as part of the annual budget process.

When CERF equipment is sold, the proceeds of the sale shall be credited to the CERF Fund.

From time to time, departments may be assigned previously used technology related equipment from within their department or another department in the City. The Director of Information Technology, in consultation with the Department Head, shall recommend that such equipment be assigned to a department when it meets the department's needs and when doing so will help avoid the expense of purchasing new equipment. Consideration shall be given to the annual operating cost of maintaining the used equipment when deciding whether or not to continue using it. The City Manager shall have the final say in determining whether or not previously used technology is assigned to a department.

If the City determines that financing, rather than outright purchase, is necessary or prudent to replace the vehicles or equipment normally purchased from this fund, then the ongoing debt service on the capital loans or leases shall be made from the CERF.

Revenue and Expenditure Policy

Policy Number: 01-04

Date: January 9, 2017
Revised: November 2022

Revenues

The City desires to maintain a diversified and stable revenue base to reduce the impacts of fluctuations in any one revenue source. The revenue mix combines elastic and inelastic revenue sources to minimize the effects of an economic downturn. The City also incorporates the following principles related to revenues as it furthers its financial planning and fulfills its fiscal responsibilities:

1. The City prefers to keep its property tax rate as low as possible. The following components shall be followed in priority order each year when establishing the property tax levy:

    a. Levy for Police and Fire pensions per actuarial recommendations. If the actuarial reports indicate a higher employer contribution is needed, said increase will need to be added to the City's overall previous year levy request to avoid underfunding problems.

    b. Levy for IMRF pension.

    c. Levy for FICA.

    d. Levy for general obligation bond principal and interest, less abatements.

    e. Levy to support General Fund operations including Police, Fire, Public Works, Community Development, Finance, Human Resources, I.T. and Administration. The annual increase for this component should not exceed the rate of inflation.

    f. Levy to fund additional personnel as determined by the City Council.

2. User charges and tap-on fees will be sufficient to finance all operating and debt service costs for the Water Fund.

3. When preparing forecasts for the annual budget, staff will utilize generally accepted forecasting techniques that include the use of historical data, trend analysis, and consider the impact of changing economic conditions on the City's revenue sources. This approach produces revenue estimates that are as reliable as possible and reduces the likelihood of actual revenues falling short of budget estimates during the year.

4. The City Manager should impose spending limits if, in his/her judgment, revenues will be below original estimates. Department Heads or their designee should review and monitor, on a monthly basis, expenditures to assure control of spending within available revenues.

5. One-time revenues should be used only for one-time expenditures and not for ongoing expenditures. One-time revenues cannot be relied upon in future budget years. Examples of one-time revenues are unexpected additional tax payments, non-recurring grants, sales of City assets, and one-time payments to the City.

6. Ongoing transfers will be made from the General Fund to the Capital Equipment Replacement fund on an annual basis to help plan for the purchasing of large capital equipment needs.

Expenditures

The City will strive to adhere to the following policies:

1. The City will consistently budget the minimum level of expenditures which will provide for the public well-being and safety of the residents and businesses of the community.

2. Expenditures will be within the confines of generated revenue. Fund balances will not be used to pay for operating expenditures except in the case of emergencies and after careful consideration.

3. Investing in projects that will result in long-term operating or capital cost savings is the best use of one-time revenues. For example, these may include early debt retirement, capital expenditures that will reduce operating costs or address deferred capital needs, information technology projects that will improve efficiency, and special projects that will not incur ongoing operating costs.

4. Long-term revenue and expenditure forecasting shall be done on an annual basis to ensure that City Council objectives are able to be met, and to identify and mitigate fiscal distress.

Accounting, Auditing and Financial Reporting Policy

Policy Number: 01-05

Date: January 9, 2017
Revised: November 2022

Purpose: The City shall have an annual audit conducted on its financial records by a qualified, independent public accounting firm. The City should request proposals from qualified independent accounting firms to conduct an annual audit of its financial statements every five to six years by the use of a request for proposal (RFP) process. In accordance with Government Finance Officers Association's (GFOA's) Best Practice Guidelines, the current auditors can be included in the RFP process, however, it is recommended changing the audit team if the same firm came in with the best proposal.

The audit shall be conducted on an annual basis to be completed and filed within six months after the end of each fiscal year.

The City should submit its Annual Comprehensive Financial Report (ACFR) to the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting Program.

The City's financial statements shall be prepared according to generally-accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board(GASB).

The City should contract with an independent actuary to determine the City's annual contribution to the Police and Fire Pension Funds.

The City shall prepare monthly significant account reconciliations, year-end adjustments, and year-end financial statements. Administration of these procedures will be the responsibility of the City's Finance Director and the Finance Director will sign off that these procedures have been adhered to on a monthly and year-end basis. Those procedures are as follows:

The Finance Department, under approval of the Finance Director, will prepare a listing of all significant accounts of the City that are to be reconciled on a monthly basis. These accounts are to include at a minimum all balance sheet accounts at month-end, all grant related revenue and expense accounts, all restricted use revenue accounts and all other accounts deemed necessary by the Finance Department to be reviewed on a monthly basis. A monthly checklist of these accounts will be prepared and signed off by the Finance Director.

Within 60 days after the close of the fiscal year, all City departments must have submitted any invoices and any anticipated grant revenue related to the prior fiscal year for accruals. Within 90 days after the close of the fiscal year, the Finance Department will be required to submit to the Finance Director all required year-end close adjustments. These adjustments are to be approved and reviewed by the Finance Director and posted to the general ledger prior to the auditors beginning audit fieldwork.

The City's auditors assist in the preparation of the City's financial statements, including the footnote disclosures, in accordance with generally accepted accounting principles. Further, the City will review a complete initial draft and final draft of the financial statements as prepared by the auditors. The City's Finance Director will be responsible for a final complete review of the financial statements, including the footnotes disclosures, to ensure that the financial statements are prepared in accordance with generally accepted accounting principles. Any questions or concerns related to the financial statements will be discussed with the City's auditors.

The City's Annual Comprehensive Financial Report and Management Letter will be approved by the City Council and available for distribution no later than six months after the close of the City's fiscal year-end.

Capital Asset Policy

Policy Number: 01-06

Date: January 9, 2017
Revised: November 2022

Purpose: Capital assets purchased or acquired with an original cost of $25,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. General capital assets are long-lived assets of the City as a whole. Infrastructure such as streets, alleys, right-of-way, bridges, storm sewers and traffic signals are capitalized. In the case of the initial capitalization of general infrastructure assets (i.e., those reported by the governmental activities) the government chooses to include all such items regardless of their acquisition date. With the implementation of GASB 34 and for purposes of tracking land and infrastructure, all assets, regardless of cost, are capitalized. The valuation basis for general capital assets are historical costs, or where historical cost is not available, estimated historical cost based on replacement costs.

Capital assets in the proprietary funds are capitalized in the fund in which they are utilized. The valuation bases for proprietary fund capital assets are the same as those used for the general capital assets. Donated capital assets are capitalized at estimated fair market value on the date donated.

Depreciation on all assets is computed and recorded using the straight-line method of depreciation over the following estimated useful lives:

Buildings and Building Improvements	40 to 50 Years
Equipment	7 to 20 Years
Vehicles	3 to 20 Years
Infrastructure	20 to 50 Years
Water Distribution System	30 to 50 Years

When capital assets are purchased with the use of federal funds the following procedures will be completed by the City. Administration of these procedures will be the responsibility of the City's Finance Director and the Finance Director will verify that these procedures have been adhered to for the purchase of every federally funded capital asset. Those procedures are as follows:

Capital assets purchased with federal funds will be tagged with a special notation of “F” in addition to the regular identification number system used by the City.

The description of the capital asset in the City’s capital asset records will also include the words “federally funded” before the description of the specific asset acquired.

The source of federal funds must be noted and include a description of who holds title to the assets, along with the asset acquisition date, the asset cost, location of the asset, condition and use/purpose of the asset.

The portion of the asset that is federally funded must also be noted in the City’s capital asset records. Upon disposition of any federally acquired assets, the City must note in the capital asset records the disposition date and sale price.

An inventory of all assets will be performed on an annual basis. The results of the City’s inventory, including federally funded capital assets, will be reconciled to the City’s capital asset records to ensure accuracy. This inventory will be reviewed and approved by the City’s Finance Director.

Debt Management Policy

Policy Number: 01-07

Date: January 9, 2017
Revised: November 2022

Purpose: The City of DeKalb developed this Debt Management Policy to help ensure the City's credit worthiness and to provide a functional tool for debt management and capital planning.

The City of DeKalb faces continuing capital infrastructure requirements to meet the increasing needs of its citizens. The City limits long-term debt to only those capital improvements that cannot be financed from current revenues. The City of DeKalb will not use long-term debt to fund operating programs.

The costs of the capital requirements will be met through the issuance of various types of debt instruments. Consequently, the City needs to anticipate increases in debt levels based upon historical data. With these increases, the effects of decisions regarding the type of issue, method of sale, and payment structure become ever more critical to the City's financial well-being. To help ensure the City's credit worthiness, an established program of managing the City's debt becomes essential.

To this end, the City Council recognizes this "Debt Management Policy" to be financially prudent and in the City's best economic interest. This policy will provide a functional tool for debt management and capital planning and enhance the City's reputation for managing its debt in a conservative and prudent manner.

Goals Related to the Issuance of General Obligation and Revenue Bond Debt:

The City shall pursue the following goals below when issuing debt. Though the City may not have achieved all these goals as of yet, these are long term objectives for which we must continue to strive toward.

1. Return to at least an Aa3 (Moody's) or equivalent credit rating for each general obligation debt issue.

2. Take all practical precautions to avoid any financial decision which will negatively impact current credit ratings on existing or future debt issues.

3. The City should maintain a General Fund unassigned balance equal to a minimum of twenty five percent (25%) of total annual expenditures.

4. Consider market timing.

5. Determine the amortization (maturity) schedule which will best fit with the overall debt structure of the City's general obligation debt and related tax levy at the time the new debt is issued. The City may choose to delay principal payments or capitalized interest during project construction. For issuance of revenue bonds, the amortization schedule which will best fit with the overall debt structure of the fund and its related rate structure will be considered. Consideration will be given to coordinating the length of the issue with the lives of assets, whenever practicable, while considering repair and replacement costs of those assets to be incurred in future years as an offset to the useful lives, and the related length of time in the payout structure.

6. Consider the impact of such new debt on overlapping debt and the financing plans of local governments which overlap, or underlie the City.

7. Assess financial alternatives to include new and innovative financing approaches, including whenever feasible, categorical grants, revolving loans or other state/federal aid.

8. Minimize debt interest costs.

Debt Issuance in General:

1. **Authority and Purpose of the Issuance of Debt**

   The laws of the State of Illinois authorize the issuance of debt by the City. The Local Bond Law confers upon municipalities the power and authority to contract debt, borrow money, and issue bonds for public improvement projects as defined therein. Under these provisions, the City may contract debt to pay for the cost of acquiring, constructing, reconstructing, improving, extending, enlarging, and equipping such projects or to refund bonds. The City Charter authorizes the City Council to incur debt by issuing bonds for any lawful municipal purpose as authorized by the State Constitution or its Home Rule Powers.

2. **Short-Term Debt (three years or less)**

   The City may issue short-term debt to finance projects or portions of projects for which the City ultimately intends to issue long-term debt. This will be used to provide interim financing which will eventually be refunded with proceeds of long-term obligations, which may include, but not be limited to, bond anticipation notes or variable rate demand notes. The City will have an estimated timeframe when any short-term debt issue will eventually be converted into long-term debt.

a. Line of Credit

The City may also issue debt instruments to meet cash flow requirements. With the approval of the City Council, the City may establish a tax-exempt line of credit with a financial institution selected through a competitive process. This line should have a limit of $2,500,000. Draws should be made on the line of credit when the need for financing is needed to meet ***operating*** expenditures on a temporary basis. Draws made on the line of credit must be requested by the Finance Director and approved by the City Manager and the City Council.

3. Long-Term Debt (more than three years)

The City may issue long-term debt which may include, but not be limited to, general obligation bonds, certificates of participation, capital appreciation bonds, special assessment bonds, self-liquidating bonds and double barreled bonds.

Level or declining debt service should be employed unless operational matters dictate otherwise, or except to achieve overall level debt service with existing bonds.

The City shall be mindful of the potential benefits of bank qualification and will strive to limit its annual issuance of debt to $10 million or less when such estimated benefits are greater than the benefits of exceeding the bank qualification limit. Should subsequent changes in the law raise this limit, then the City policy will be adjusted accordingly.

The cost of issuance of private activity bonds is usually higher than for governmental purpose bonds. Consequently, private activity bonds will be issued only when they will economically benefit the City.

The cost of taxable debt is higher than for tax-exempt debt. However, the issuance of taxable debt is mandated in some circumstances and may allow valuable flexibility in subsequent contracts with users or managers of the improvement constructed with the bond proceeds. In addition, there may be circumstances in which the issuance of taxable debt may be more cost effective than the issuance of tax-exempt debt. Therefore, the City will usually issue obligations tax exempt, but may occasionally issue taxable obligations.

a. Capital Leasing

The City may also enter into long-term leases for public facilities, property, and equipment with a useful life greater than one year that costs less than $500,000. The City should be limited to issuing capital leases of no more than $1,000,000 in a fiscal year.

Whenever a lease is arranged with a private sector entity, a tax-exempt rate should be sought. Whenever a lease is arranged with a government or other tax-exempt entity, the City should strive to obtain an explicitly defined taxable rate so that the lease will not be counted in the City's total annual borrowing subject to arbitrage rebate.

The lease agreement should permit the City to refinance the lease at no more than reasonable cost should the City decide to do so. A lease which can be called at will is preferable to one which can merely be accelerated.

4. Capital Improvement Program (CIP)

The Capital Improvement Program (CIP), approved by the City Council as part of the annual budget, should determine the City's capital needs. The program should be a five-year plan for the acquisition, development and/or improvement of the City's infrastructure. Projects included in the CIP should be prioritized; and the means for financing each should be identified. If the current resources are insufficient to meet the needs identified in the CIP, the City Council may consider incurring debt to fund the shortfall. The City Council may also consider incurring debt to fund multiple years of the Capital Improvement Program. The CIP should be revised and supplemented each year to maintain and test compliance with the City's Debt Management Policy Financial Policy #01-07.

5. Structure of Debt Issues

The duration of a debt issue should not remain outstanding beyond the asset's useful life. Each new bond issue should be structured to be callable in 10 years. The City should design the financing schedule and repayment of debt so as to take best advantage of market conditions and, as practical, to recapture or maximize its credit capacity for future use, and moderate the impact to the taxpayer. In keeping with the stated goals of this debt management policy, the City should structure each general obligation issue (except refunding and mini-bond issues) to comply with the rapidity of debt repayment provisions following.

6. Credit Enhancements

Credit enhancements are mechanisms which guarantee principal and interest payments. Typically, they include bond insurance and/or a line or letter of credit. Usually this will bring a lower interest rate and a higher rating from the rating agencies, thus lowering costs.

The City may enter into agreements with commercial banks or other financial entities for the purpose of acquiring credit enhancements when their use is judged cost effective or otherwise advantageous. Any such agreements shall be approved by the City Council.

7. **Inclusion of Local Institutions**

   Whenever practical and in the best interest of promoting the City of DeKalb, local financial institutions are to be offered the opportunity to bid on debt instruments.

Legal Constraints and Other Limitations on the Issuance of Debt

1. **State Law**

   30 ILCS 305/0.01, et. seq.: the short title is "The Bond Authorization Act."

2. **Authority for Debt**

   The City may, by bond ordinance, incur indebtedness or borrow money, and authorize the issue of negotiable obligations, including refunding bonds, for any capital improvement of property, land acquisition, or any other lawful purpose with approval by the City Council.

3. **Debt Limitation**

   The City of DeKalb is a home rule community. As such, the debt limitations of the bond laws are not applicable because the General Assembly has set no limits for home rule municipalities.

4. **Methods of Sale**

   When feasible and economical, obligations should be issued by competitive rather than negotiated sale. A sale may be negotiated when the issue is predominantly a refunding issue or in other non-routine situations which require more flexibility than a competitive offer allows. Whenever the option exists to offer an issue either for competition or for negotiation, analysis of the options should be performed to aid in the decision-making process. When a sale is not competitively bid, the City will publicly present the reasons and select the underwriter or direct purchaser. If a Financial Advisor is hired to assist the City in bond issuance, the Financial Advisor will not underwrite any debt issues on which it is advising.

   The criteria used to select an underwriter in a competitive sale should be the true interest cost. In a negotiated sale, the underwriter may be selected with or without a request for proposals (RFP). The criteria used to select an underwriter in a negotiated sale should include the following:

   - Overall experience
   - Marketing philosophy
   - Capability
   - Previous experience as managing a co-managing partner

- Financial statements
- Public Finance team and resources
- Underwriter's discount

When cost/beneficial, the City may privately place its debt. Since no underwriter participates in a private placement, it may result in lower costs of issuance. Private placement is sometimes an option for small issues.

5. **Credit Implications**

When issuing new debt, the City should strive not to exceed credit industry benchmarks where applicable. Therefore, the following factors should be considered in developing debt issuance plans:

a. Ratio of Gross Bonded Debt to Full Market Value of Taxable Property
The formula for this computation is Gross Bonded Debt, which is the total outstanding debt, divided by the current Full Market Value of Taxable Property as determined by the Township Assessors. The City should not exceed 2% of Gross Bonded Debt per Full Market Value of Taxable Property.

b. Gross Bonded Debt Per Capita
The formula for this computation is Gross Bonded Debt divided by the current population as determined by the most recent U.S. Census. The City should not exceed $1,200 for Gross Bonded Debt per capita.

c. Ratio of Annual Debt Service to General Fund Expenditures
The formula for this computation is annual debt service expenditures divided by General Fund expenditures (excluding certain interfund transfers). The City should not exceed 10% of General Fund expenditures for annual debt service.

d. Rapidity of Debt Service Repayment
The City's general obligation bond issues should be so structured whereby the duration of the debt should not exceed 120% of the life of the asset.

e. Current Fund Balance General Fund Cash Reserve
The City should maintain a General Fund unassigned balance equal to a minimum of twenty five percent (25%) of total annual budgeted expenditures, exclusive of interfund transfers. Such calculation should be made on an annual basis by the Finance Director (or designee) during the budget process.

Debt Administration

1. Financial Disclosures

The City shall prepare appropriate disclosures as required by the Securities and Exchange Commission, the federal government, the State of Illinois, rating agencies, underwriters, investors, agencies, taxpayers, and other appropriate entities and persons to ensure compliance with applicable laws and regulations.

2. Review of Financing Proposals

All capital financing proposals that involve a pledge of the City's credit through the sale of securities, execution of loans or lease agreements and/or otherwise directly involve the lending or pledging of the City's credit shall be referred to the Finance Director who shall determine the financial feasibility, and the impact on existing debt of such proposal, and shall make recommendations accordingly to the City Manager.

3. Establishing Financing Priorities

The Finance Director shall administer and coordinate the City's debt issuance program and activities, including timing of issuance, method of sale, structuring the issue, and marketing strategies. The Finance Director along with the City's bond consultants shall meet, as appropriate, with the City Manager and the City Council regarding the status of the current year's program and to make specific recommendations.

4. Credit Rating

The City should endeavor to maintain and/or to improve its credit rating and staff will specifically discuss with the City Council any proposal which might cause that rating to be lowered.

Before a general obligation bond is issued, the City will update its rating from at least one national rating agency. The City Manager, Finance Director, and the City's bond consultants should meet with a rating agency to disclose the City's capital plans, debt issuance program, and other appropriate financial information as required by the rating agency.

5. Refunding Policy

The City should consider refunding outstanding debt when legally permissible and financially advantageous. When refunding for savings purposes, a net present value debt service savings of at least two percent or greater must be achieved. Depending on the time to maturity and the absolute level of interest rates of the refunding candidate this target may change. For longer maturities the target can be higher, for shorter maturities, lower. For higher interest rates the target may be higher, for lower rates

it could be lower. There may be circumstances where the City may refund bonds for restructuring purposes that may not generate any savings.

6. **Investment of Borrowed Proceeds**

The City acknowledges its ongoing fiduciary responsibilities to actively manage the proceeds of debt issued for public purposes in a manner that is consistent with Illinois statutes that govern the investment of public funds, and consistent with the permitted securities covenants of related bond documents executed by the City. The management of public funds should enable the City to respond to changes in markets or changes in payment or construction schedules so as to (i) optimize returns, (ii) insure liquidity, and (iii) minimize risk. The City will invest bond proceeds in accordance with the City's investment policy and federal arbitrage requirements.

Glossary of Terms:

Ad Valorem Tax - A direct tax based "according to value" of property.

Advanced Refunding Bonds - Bonds issued to refund an outstanding bond issue prior to the date on which the outstanding bonds become due or callable. Proceeds of the advanced refunding bonds are deposited in escrow with a fiduciary, invested in United States Treasury Bonds or other authorized securities, and used to redeem the underlying bonds at maturity or call date.

Amortization - the process of paying the principal amount of an issue of bonds by periodic payments either directly to bondholders or to a sinking fund for the benefit of bondholders.

Arbitrage - Usually refers to the difference between the interest paid on the tax-exempt securities and the interest earned by investing the proceeds in higher yielding taxable securities. Internal Revenue Service regulations govern arbitrage (reference I.R.S. Reg. 1.103-13 through 1.103-15).

Arbitrage Bonds - Bonds which are deemed by the I.R.S. to violate federal arbitrage regulations. The interest on such bonds becomes taxable and the bondholders must include this interest as part of gross income for federal income tax purposes (I.R.S. Reg. 1.103-13 through 1.103-15).

Assessed Value - An annual determination of the just or fair market value of property for purposes of ad valorem taxation.

Basis Point - 1/100 of one percent.

Bond - Written evidence of the issuer's obligation to repay a specified principal amount on a date certain, together with interest at a stated rate, or according to a formula for determining that rate.

Bond Anticipation Notes (BANS) - Short-term interest-bearing notes issued by a government in anticipation of bonds to be issued at a later date. The notes are retired from proceeds of the bond issue to which they are related.

Bond Counsel - An attorney retained by the City to render a legal opinion whether the City is authorized to issue the proposed bonds, has met all legal requirements necessary for issuance, and whether interest on the bonds is, or is not, exempt from federal and state income taxation.

Bonded Debt - The portion of an issuers total indebtedness represented by outstanding bonds.

Direct Debt or Gross Bonded Debt - The sum of the total bonded debt and any unfunded debt of the issuer.

Net Direct Debt or Net Bonded Debt - Direct debt less sinking fund accumulations and all self-supporting debt.

Total Overall Debt - Net direct debt plus the issuer's applicable share of the direct debt of all overlapping jurisdictions.

Net Overall Debt - Net direct debt plus the issuer's applicable share of the net direct debt of all overlapping jurisdictions.

Overlapping Debt - The issuer's proportionate share of the debt of other local governmental units which either overlap or underlie it.

Callable Bond - A bond which permits or requires the issuer to redeem the obligation before the stated maturity date at a specified price, the call price, usually at or above par value.

Capital Appreciation Bonds (CAB) - A long-term security on which the investment return is reinvested at a stated compound rate until maturity. The investor receives a single payment at maturity representing both the principal and investment return.

Certificates of Participation - Documents, in fully registered form, that act like bonds. However, security for the certificates is the government's intent to make annual appropriations during the term of a lease agreement. No pledge of full faith and credit of the government is made. Consequently, the obligation of the government to make basic rental payments does not constitute an indebtedness of the government.

Commercial Paper - Very short-term, unsecured promissory notes issued in either registered or bearer form, and usually backed by a line of credit with a bank.

Coupon Rate - The annual rate of interest payable on a coupon bond (a bearer bond or bond registered as to principal only, carrying coupons evidencing future interest payments), expressed as a percentage of the principal amount.

Debt Limit - The maximum amount of debt which an issuer is permitted in incur under constitutional, statutory or charter provision.

Debt Service - The amount of money necessary to pay interest on an outstanding debt, the serial maturities of principal for serial bonds, and the required contributions to an amortization or sinking fund for term bonds.

Demand Notes (Variable Rate) - A short-term security which is subject to a frequently available put option feature under which the holder may put the security back to the issuer after giving specified notice. Many of these securities are floating or variable rate, with the put option exercisable on dates on which the floating rate changes.

Double Barreled Bonds (Combination Bonds) - A bond which is payable from the revenues of a governmental enterprise and are also backed by the full faith and credit of the governmental unit.

General Obligation Bond - A bond for whose payment the full faith and credit of the issuer has been pledged. More commonly, but not necessarily, general obligation bonds are payable from ad valorem property taxes and other general revenues.

Lease Purchase Agreement (Capital Lease) - A contractual agreement whereby the government borrows funds from a financial institution or a vendor to pay for capital acquisition. The title to the asset(s) normally belongs to the government with the lessor acquiring security interest or appropriate lien therein.

Letter of Credit - A commitment, usually made by a commercial bank, to honor demands for payment of a debt upon compliance with conditions and/or the occurrence of certain events specified under the terms of the commitment.

Level Debt Service - An arrangement of serial maturities in which the amount of principal maturing increases at approximately the same rate as the amount of interest declines.

Long-Term Debt - Long-term debt is defined as any debt incurred whose final maturity is more than three years.

Maturity - The date upon which the principal of a municipal bond becomes due and payable to bondholders.

Mini-bonds - A small denomination bond directly marketed to the public.

Net Interest Cost (NIC) - The traditional method of calculating bids for new issues of municipal securities. The total dollar amount of interest over the life of the bonds is adjusted by the amount of premium or discount bid, and then reduced to an average annual rate. The other method is known as the true interest cost (see "true interest cost").

Offering Circular - Usually a preliminary and final document prepared to describe or disclose to investors and dealers information about an issue of securities expected to be offered in the primary market. As a part of the offering circular, an official statement should be prepared by the City

describing the debt and other pertinent financial and demographic data used to market the bonds to potential buyers.

Other Contractual Debt - Purchase contracts and other contractual debt other than bonds and notes. Other contractual debt does not affect annual debt limitation and is not a part of indebtedness within the meaning of any constitution or statutory debt limitation or restriction.

Par Value or Face Amount - In the case of bonds, the amount of principal which must be paid at maturity.

Parity Bonds - Two or more issues of bonds which have the same priority of claim or lien against pledged revenues or the issuer's full faith and credit pledge.

Principal - The face amount or par value of a bond or issue of bonds payable on stated dates of maturity.

Private Activity Bonds - One of two categories of bonds established under the Tax Reform Act of 1986, both of whom are subject to certain tests and State volume caps to preserve tax exemption.

Ratings - Evaluations of the credit quality of notes and bonds, usually made by independent rating services, which generally measure the probability of the timely repayment of principal and interest on municipal bonds.

Refunding Bonds - Bonds issued to retire bonds already outstanding.

Registered Bond - A bond listed with the registrar as to ownership, which cannot be sold or exchanged without a change of registration.

Reserve Fund - A fund which may be used to pay debt service if the sources of the pledged revenues do not generate sufficient funds to satisfy the debt service requirements.

Self-Supporting or Self-Liquidating Debt - Debt that is to be repaid from proceeds derived exclusively from the enterprise activity for which the debt was issued.

Short-Term Debt - Short-term debt is defined as any debt incurred whose final maturity is three years or less.

Spread - The income earned by the underwriting syndicate as a result of differences in the price paid to the issuer for a new issue of municipal bonds, and the prices at which the bonds are sold to the investing public, usually expressed in points or fractions thereof.

Tax-Exempt Bonds - For municipal bonds issued by the City tax-exempt means interest on the bonds are not included in gross income for federal income tax purposes; the bonds are not items of tax preference for purposes of the federal, alternative minimum income tax imposed on individuals and corporations; and the bonds are exempt from taxation by the State of Illinois.

Tax Increment Bonds - Bonds secured by the incremental property tax revenues generated from a redevelopment project area.

Term Bonds - Bonds coming due in a single maturity.

True Interest Cost (TIC) - Also known as Canadian Interest Cost. A rate which, when used to discount each amount of debt service payable in a bond issue, will produce a present value precisely equal to the amount of money received by the issuer in exchange for the bonds. The TIC method considers the time value of money while the net interest cost (NIC) method does not.

Yield to Maturity - The rate of return to the investor earned from payments of principal and interest, with interest compounded semiannually and assuming that interest paid is reinvested at the same rate.

Zero Coupon Bond - A bond which pays no interest, but is issued at a deep discount from par, appreciating to its full value at maturity.

Investment Policy

Policy Number: 01-08 **Date:** January 9, 2017

Purpose:

1.01 Policy
It is the policy of the City of DeKalb to invest public funds in a manner that will conform to state statute, maximize security, meet daily cash flow demands, and attempt to attain a market rate of return.

1.02 Scope
This policy includes all funds governed by the City Council and, except for cash in certain restricted funds, the City of DeKalb will consolidate cash balances to maximize investment earnings. Investment income will be allocated to the various individual funds based on their respective participation. Interest income derived from non-fund specific consolidated bank accounts will be attributed to the General Fund.

1.03 Objectives
The primary objectives of the City of DeKalb's investment activities are, in order of priority:

A. ***Safety of principal*** Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio, while mitigating credit and interest rate risks, as defined below:
   1. **Credit Risk**, that is, the risk of loss due to the failure of the security issuer or backer. It may be mitigated by:
      - Limiting investments to the safest types of securities;
      - Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which the City will do business; and
      - Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

   2. **Interest Rate Risk**, that is, the risk that the market value of securities in the portfolio will fail due to changes in general interest rates. It may be mitigated by:
      - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
      - By investing operating funds primarily in shorter-term securities

B. ***Liquidity,*** so as to meet all operating requirements that may be reasonably anticipated, the portfolio shall consist largely of securities with active secondary or resale markets (dynamic liquidity).

C. ***Yield,*** with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments shall be limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:
   1. a declining credit security could be sold early to avoid loss of principal;
   2. a security swap would improve the quality, yield, or target duration in the portfolio; or,
   3. liquidity needs of the portfolio require that the security be sold.

1.04 Standards of Care

A. ***Prudence***

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers and employees of the City of DeKalb, while acting in good faith in accordance with this investment policy and any written procedures as might be established, shall be relieved of personal liability for an individual security's credit risk or market price changes.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

B. ***Ethics and Conflicts of Interest***

City of DeKalb employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. They shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of their entity.

C. ***Delegation of Authority***

Authority to manage the investment program is granted to the authorized municipal official described in Chapter 54 of the DeKalb Municipal Code. Responsibility for the operation of the investment program is hereby delegated to the Finance Director or his/her designee, who shall carry out established written procedures and internal controls for the operation of the investment program consistent with this investment policy. These procedures shall include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements collateral/depository agreements and banking services

contracts. All investments shall follow the investment plan designed and approved by the Finance Director or his/her designee prior to execution.

No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the DeKalb City Council. The Finance Director, as Chief Financial Officer, shall be accountable for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

1.05 Safekeeping and Custody

All trades where applicable will be executed by Delivery vs. Payment (DVP). This shall ensure that securities are deposited in the eligible financial institution prior to the release of funds. Securities will be held by a third party custodian as evidenced by safekeeping receipts.

1.06 Authorized Financial Dealers and Institutions

A list shall be maintained of financial institutions authorized to provide investment services to the City of DeKalb, as well as a list of approved security broker/dealers (or their respective custodial clearing firm) selected for creditworthiness (minimum capital requirement of $10,000,000 and at least five years of operation). These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following (as appropriate):

1. audited financial statements
2. proof of National Association of Securities Dealers (NASD) certification
3. proof of state registration
4. completed broker/dealer questionnaire
5. certification of having read the City of DeKalb's investment policy and that all investments will comply with the policy

An annual review of the financial condition and registration of qualified bidders will be conducted by the Finance Director or his/her designee.

1.07 Internal Controls

The Finance Director or his/her designee is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Finance Director or his/her designee shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

1. Prevention of collusion

2. Separation of transaction authority from accounting and record keeping.
3. Custodial safekeeping (Securities purchased from any bank or dealer including appropriate collateral, as defined by State Law, shall be placed with an independent third party for custodial safekeeping).
4. Avoidance of physical delivery securities.
5. Clear delegation of authority to subordinate staff members.
6. Written confirmation of telephone transactions for investments and wire transfers (may be via fax if on letterhead and the safekeeping institution has a list of authorized signatures).
7. Development of a wire transfer agreement with the lead bank or third party custodian, which shall outline the various controls, security provisions, and delineate responsibilities of each party making and receiving wire transfers.

1.08 Suitable and Authorized Investments

Investment Types

Consistent with the GFOA Recommended Practice on State Statutes Concerning Investment Practices, the following investments will be permitted by this policy and are those defined by state law where applicable:

1. U.S. Government obligations, U.S. Government agency obligations, and U.S. Government instrumentality obligations
2. Repurchase agreements
3. Certificates of deposit
4. Savings and loan association deposits
5. Investment-grade obligations of state, provincial and local governments and public authorities
6. Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of domestic securities
7. Statewide investment pools

Use of repurchase agreements should be consistent with GFOA Recommended Practices on Repurchase Agreements (see attached "GFOA Recommended Practices").

Consistent with the GFOA Recommended Practice on Use of Derivatives by State and Local Governments, extreme caution shall be exercised in the use of derivative instruments (see attached "GFOA Recommended Practices").

From time to time, the City may choose to invest in instruments offered by minority and community financial institutions. These financial institutions may not meet all the criteria under this section. All terms and relationships will be fully disclosed and authorized by the City Manager prior to purchase and shall be consistent with state or local law.

1.09 Collateralization
Funds on deposit (checking accounts, certificates of deposit, etc.) in excess of FDIC or SIPC limits, excluding interest, must be secured by some form of collateral, witnessed by a written agreement (see the attached "GFOA Recommended Practices"). Pledged collateral shall be held in safekeeping by the Federal Reserve Bank of Chicago (or other independent third party designated by the Finance Director or his/her designee) in the name of the municipality. In addition, the value of the pledged collateral must be marked to market monthly, or more frequently depending on the volatility of the collateral pledged. Last, the City requires that the amount of collateral pledged equal 110% of the uninsured amount on deposit.

1.10 Diversification
The City of DeKalb shall attempt to diversify its investments appropriate to the nature of the funds, the purpose for the funds, and the amount available to invest. Diversification can be by type of investment, number of institutions invested in, and length of maturity.

1.11 Maximum Maturities
To the extent practicable, the City of DeKalb shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City of DeKalb will not directly invest in securities maturing more than 3-years from the date of purchase.

Reserve funds may be invested in securities exceeding 3-years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

Regardless of the foregoing, no funds may be invested in securities maturing in excess of 7-years from the date of purchase unless authorized by the City Council.

1.12 Reporting
The Finance Director or his/her designee shall prepare a monthly investment and bank balance report for City Council that provides:

1. Cash balances held at the end of the month;
2. A listing of individual securities and corresponding maturities held at the end of the reporting period;
3. The percentage of the total portfolio which each type of investment represents;
4. Inception-to-date yields for each individual security;
5. Average weighted inception-to-date yield to maturity of the entire portfolio as compared to applicable benchmarks.

1.13 Performance Standards
This investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should attempt to obtain a comparable rate of return during a market/economic environment of stable interest rates. The portfolio performance should be benchmarked to the return of the 90-day Treasury bill.

1.14 Investment Policy Adoption
The investment policy shall be adopted by the City Council.

1.15 Policy Exemption and Amendment

Exemption

Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

Amendment

This policy shall be reviewed on an annual basis. Any changes must be approved by the City Manager and any other appropriate authority, as well as the individual(s) charged with maintaining internal controls.

Performance Measures

Overview

Performance measurement is the process of collecting, analyzing, and reporting information on the operations of the City's departments to measure the effectiveness and efficiency of its programs. Following are some of the key performance measures of the City of DeKalb:

Fiscal Strength

One key measure of the City's fiscal strength, which is touted throughout the Financial Polices, is the General Fund balance reserve, which is internally required to be maintained at a minimum of 25%:

Performance Measure: General Fund Reserve

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022 (Projected)
Total GF Expenditures	$35,871,369	$37,688,289	$36,192,442	$36,827,804	$36,862,084	$41,169,347
Ending GF Balance	$9,073,799	$7,402,857	$10,524,704	$12,286,410	$19,625,868	$23,668,305
% of Reserve	25.36%	19.64%	29.08%	33.36%	53.24%	57.49%
Benchmark	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%
Measure Achieved?	**Yes**	**No**	**Yes**	**Yes**	**Yes**	**Yes**

A second measure of fiscal strength and a key component of furthering community development, is the change in the City's tax rate and striving to drive it down by increasing overall EAV:

Performance Measure: City Tax Rate

Levy Year	2017	2018	2019	2020	2021	2022 (Projected)
City of DeKalb	0.09309	0.09019	.08451	0.00000	0.00000	0.00000
City of DeKalb Pension	1.13374	1.09814	1.07042	1.06868	0.98612	0.92637
Total	1.22683	1.18833	1.15493	1.06868	0.98612	0.92637
Change from Prior Year	**+ 0.02472**	**(0.0385)**	**(0.0334)**	**(0.08625)**	**(0.08256)**	**(0.05975)**
Measure Achieved?	**No**	**Yes**	**Yes**	**Yes**	**Yes**	**Yes**

In addition to the City's rate, the City communicates regularly with the other taxing bodies in the County to decrease their rates annually as EAV increases until a collective overall target rate of 9.5000 is achieved:

Performance Measure: All Taxing Bodies Rates Combined

Taxing Body	2017	2018	2019	2020	2021
County (blended)	1.1201	1.0951	1.07520	1.06293	1.03149
Forest Preserve (blended)	0.0783	0.0766	0.07481	0.07396	0.07355
DeKalb Township	0.1709	0.1683	0.16318	0.16002	0.14864
DeKalb Road & Bridge	0.2006	0.1961	0.18671	0.18485	0.17298
City of DeKalb	0.09309	0.09019	0.08451	0.00000	0.00000
City of DeKalb Pension Funds	1.13374	1.09814	1.07042	1.06868	0.98612
DeKalb Library	0.3872	0.20809	0.38683	0.38772	0.38546
DeKalb Park District	0.64855	0.66124	0.63957	0.61941	0.62870
DeKalb Park Pension Funds	0.09649	0.07540	0.08088	0.09034	0.06761
School District 428 (blended)	7.7209	7.3854	7.18383	7.06491	6.80841
Kishwaukee College	0.65473	0.65582	0.64101	0.64147	0.63000
Kishwaukee College Soc. Sec.	0.01217	0.01252	0.01176	0.01131	0.01100
KWRD	0.10177	0.11858	0.11811	0.11596	0.10442
KWRD Pension Funds	0.03709	0.01896	0.01785	0.01771	0.01556
Total Rate	**12.45563**	**11.86044**	**11.73467**	**11.49927**	**11.06394**
Change from Prior Year	**(0.18147)**	**(0.59519)**	**(0.12577)**	**(0.23540)**	**(0.43533)**
Measure Achieved?	**Yes**	**Yes**	**Yes**	**Yes**	**Yes**

Financial Accountability

The City annually prepares a budget that exceeds statutory requirements and submits it to the GFOA's Distinguished Budget Presentation Award Program. Similarly, the City prepares an Annual Comprehensive Financial Report in accordance with GFOA's Certificate of Achievement for Excellence in Financial Reporting (COA) Program. The number of awards received is listed parenthetically.

Performance Measure: Excellence in Financial Reporting

Received:	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
GFOA Budget Award	**Yes (3)**	**Yes (4)**	**No**	**Yes (5)**	**Yes (6)**	**Yes (7)**
GFOA COA	**Yes (24)**	**Yes (25)**	**Yes (26)**	**Yes (27)**	**Pending**	**Not yet Completed**

Public Safety

The DeKalb Police Department's Mission Statement:

The members of the DeKalb Police Department are committed to reducing crime and enhancing the quality of life through an active partnership with our community.

The Department prepares an annual report that outlines the strategies employed by the Department in fulfilling this mission and utilizes a plethora of performance measures to analyze the effectiveness of employed strategies. A new National Incident-Based Reporting System (NIBRS) was implemented in 2021, which has altered the comparability of the numbers. Some of the more significant measures are as follows:

Performance Measure: Uniform Crime Report (UCR) Totals

Part 1 (A)	2018	2019	2020
Homicide	0	1	4
Criminal Sexual Assault	45	41	35
Robbery	31	33	40
Agg Battery/Assault	152	170	173
Burglary	125	162	114
Theft	939	1,081	1,165
Motor Vehicle Theft	41	41	59
Arson	6	12	9
Human Trafficking	1	0	0
Total	1,340	1,541	1,599

Part 2 (B)	2018	2019	2020
Drug Induced Homicide	1	1	2
Battery	656	752	805
Deception	428	474	379
Criminal Damage/Trespass	721	698	797
Deadly Weapons	72	84	108
Sex Offenses	49	55	64
Offenses Involving Children	81	82	49
Drug/Paraphernalia Crimes	867	649	390
Liquor Control Violations	55	36	13
Major Motor Vehicle Offense	1,453	1,530	645

Disorderly Conduct	1,020	1,025	1,315
Interfere w/ Pol Officer	194	177	166
Intimidation	4	7	12
Kidnapping/Abduction	50	23	39
Sex Offender Registry Violation	3	10	15
Other Criminal Offenses	717	628	498
Total	6,370	6,230	5,297

Performance Measure: NIBRS Totals

Offense	2021
Murder	3
Negligent Manslaughter	1
Justifiable Homicide	1
Non-Consensual Sex Offenses	48
Aggravated Assault	173
Simple Assault	1,072
Intimidation	116
Kidnapping/Abduction	12
Consensual Sex Offenses	5
Human Trafficking – Commercial Sex Acts	0
Human Trafficking – Involuntary Servitude	1
Total	1,432

The number of specific incidents may be a useful tool year over year to determine where to focus the Department's efforts and resources and what level of police officer staffing may be appropriate.

Performance Measure: Public Service Calls

Calls for Service	2019	2020	2021
Public Service/Miscellaneous (all)	22,012	19,859	15,188
Quality of Life & Nuisances:			
Disorderly Conduct	459	636	1,175
Suspicious Activity	2,288	2,036	2,020
Behavioral Health Issues	280	644	672
Wellbeing check	978	1,015	1,081
Domestic Calls	1,357	1,660	1,732

Municipal Ordinance Violations	1,586	1,713	1,427
All Other	2,110	2,329	2,475
Total	31,070	29,892	25,770

The types of calls fielded by the Department also yields useful information on the success or necessity of additional public outreach programs. Behavioral health data, for example, supports the need for the Department's continued participation in an outsourced social worker program that is part of an agreement with the Northwestern Medicine Ben Gordon mental health center.

Performance Measure: Traffic Statistics

	2019	**2020**	**2021**
Citations Issued	2,947	1,976	1,870
DUI Arrests	68	57	81
Warnings Issued	2,360	1,182	1,053
Parking Tickets Issued	4,893	5,179	6,657
Abandoned Auto	245	227	287
Pedestrian Warnings	10	9	7
Driving Complaints	461	476	419
Parking Complaints	634	409	754

Lastly, traffic statistics may suggest the need for additional traffic patrol; the decline in citations issued is more characteristic of the reduction in officer time involved in traffic enforcement, as officers have been diverted to more substantial criminal activity.

The full 2021 DeKalb Police Department report may be found at: Police 2021 Annual Report.pdf.

Glossary of Terms

The Annual Budget Document contains specialized and technical terminology and acronyms that are unique to public finance and budgeting. To assist the reader of the Annual Budget Document in understanding these terms and acronyms, a budget glossary has been included.

Abatement – A complete or partial cancellation of a tax levy imposed by a government.

Accrual - The recognition of revenue when earned or expenses when incurred regardless of when cash is received or disbursed.

ACFR - Annual Comprehensive Financial Report

Ad Valorem Tax - A direct tax based "according to value" of property.

Advance Refunding Bonds - Bonds issued to refund an outstanding bond issue prior to the date on which the outstanding bonds become due or callable. Proceeds of the advance refunding bonds are deposited in escrow with a fiduciary, invested in United States Treasury Bonds or other authorized securities, and used to redeem the underlying bonds at maturity or call date.

Amortization - The process of paying the principal amount of an issue of bonds by periodic payments either directly to bondholders or to a sinking fund for the benefit of bondholders.

Appropriation – A sum of money or total of assets devoted to a special purpose.

Assessed Value - An annual determination of the just or fair market value of property for purposes of ad valorem taxation.

ARPA – American Rescue Plan Act signed into law in March 2021 to provide additional financial relief in the wake of the COVID-19 pandemic.

Audit – An official inspection of an organization's accounts, typically by an independent body.

Balanced Budget - A budget for which expenditures in a given fiscal year do not exceed the sum of 1) estimated revenues for the fiscal year, plus 2) the fund balance at the beginning of the fiscal year.

Basis Point - 1/100 of one percent.

Bond - Written evidence of the issuer's obligation to repay a specified principal amount on a date certain, together with interest at a stated rate, or according to a formula for determining that rate.

Bond Counsel - An attorney retained by the City to render a legal opinion whether the City is authorized to issue the proposed bonds, has met all legal requirements necessary for issuance, and whether interest on the bonds is, or is not, exempt from federal and state income taxation.

Bond Rating - An evaluation of credit worthiness performed by an independent rating service.

Bonded Debt - The portion of an issuer's total indebtedness represented by outstanding bonds.

Direct Debt or Gross Bonded Debt - The sum of the total bonded debt and any unfunded debt of the issuer.

Net Direct Debt or Net Bonded Debt - Direct debt less sinking fund accumulations and all self-supporting debt.

Total Overall Debt - Net direct debt plus the issuer's applicable share of the direct debt of all overlapping jurisdictions.

Net Overall Debt - Net direct debt plus the issuer's applicable share of the net direct debt of all overlapping jurisdictions.

Overlapping Debt - The issuer's proportionate share of the debt of other local governmental units which either overlap or underlie it.

Budget - Plan of financial operations for the City. Includes estimated income (revenues) and expenses (expenditures) matched with various municipal services.

Budget Calendar – The schedule of key dates or milestones that City departments follow in the preparation, adoption, and administration of the budget.

Budget Document – The official written document prepared by the Finance Department that presents the operating budget to the legislative body. The document includes written summaries, narratives, schedules of revenues, expenditures, and transfers, charts, and graphs to ease the understanding of the effect of the operating budget on the City's financial condition.

Callable Bond - A bond which permits or requires the issuer to redeem the obligation before the stated maturity date at a specified price, the call price, usually at or above par value.

Capital Expenditures - An amount spent to acquire or improve a long-term asset such as equipment or buildings. The cost (except for the cost of land) is then charged to depreciation expense over the useful life of the asset.

Capital Improvement Program (CIP) - A plan for future capital expenditures which identifies each capital project, its anticipated start and completion, and the cost per year. The City develops a Five-Year CIP annually as part of the budget development process.

Capitalization Threshold – Dollar value at which a government elects to capitalize tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

CARES Act – Coronavirus Aid, Relief, and Economic Security Act passed by U.S. Congress in March 2020.

Component Unit – Legally separate organization that must be included in the financial report of the primary government.

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures.

Contractual Services - Services provided by external entities.

Debt Service - The amount of money necessary to pay interest on an outstanding debt and the serial maturities of principal for serial bonds.

Debt Service Fund – Governmental fund type used to account for accumulations of resources that are restricted, committed, or assigned to expenditures for principal and interest.

Department - An organizational unit which is functionally unique in delivery of services. A department may contain one or more divisions or programs.

Depreciation - A reduction in the value of an asset with the passage of time, due in particular to wear and tear.

Enterprise Funds - Funds that are financed and operated in a manner similar to private business in that goods and services provided are financed primarily through user charges.

Enterprise Resource Planning (ERP) System – A system designed to deliver an integrated suite of business applications. In FY18 and FY19, the City implemented a new ERP system (BS&A Software).

Expenditures - The cost of goods delivered, or services rendered.

Fiduciary Funds – Funds used to report assets held in trustee or agency capacity for others and which therefore cannot be used to support the government's own programs.

Fiscal Year (FY) - A twelve-month period for which the annual operating budget and budget ordinance applies. The City of DeKalb's fiscal year runs from January 1 through December 31.

Five Year Forecast – The City develops Five Year Financial Forecasts for select funds each year to assess the impact of current budgetary decisions over the long-term.

Full-Time Equivalent (FTE) – The unit of measurement for an employee calculated as an employee's scheduled hours divided by the employer's hours for a full-time workweek.

Fund - A self-balancing set of accounts reporting assets, liabilities and residual equity/fund balance segregated for the purpose of carrying on a specific activity or to attain a specific objective in accordance with regulations.

Fund Balance - The accumulated reserves of a particular fund, consisting of the cumulative revenues and other financing sources in excess of the cumulative expenditures and other uses.

GAAP – Generally Accepted Accounting Principles, the common set of accounting rules, standards and procedures used by the Financial Accounting Standards Board.

GASB – Governmental Accounting Standards Board, a private organization creating Generally Accepted Accounting Principles for state and local governments.

GEMT – Ground Emergency Medical Transportation – program that provides gap funding between what the City might receive in Medicaid funds for ambulance transports and the actual cost of providing those services.

General Fund - This is the City's primary operating fund. It is used to account for all revenue and expenditures applicable to general operations of City departments and other agencies, not accounted for in another fund.

General Obligation Bond - A bond for whose payment the full faith and credit of the issuer has been pledged. More commonly, but not necessarily, general obligation bonds are payable from ad valorem property taxes and other general revenues.

Geographic Information Systems (GIS) - A computer information system that integrates, stores, edits, analyzes, shares and displays geographic information to enhance decision making.

GFOA – Government Finance Officers Association, a private organization that provides best practice information around accounting, auditing, budgeting, capital planning, debt management, financial reporting, pension and benefit administration, and treasury and investment management to state and local governments.

Governmental Fund – Fund generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds.

Grant - A monetary contribution by a government or an organization to financially support a particular function or purpose.

Home-Rule Municipality – A home-rule unit may exercise any power and perform any function pertaining to its government and affairs including but not limited to the power to regulate for the protection of the public health, safety, morals, and welfare; to license; to tax; and to incur debt. The City of DeKalb is a home-rule municipality.

HUD – U.S. Department of Housing and Urban Development.

Impact Fees - Fees assessed to cover the anticipated cost of services and improvements that will be needed as a result of development.

Improvement – Addition made to, or change made in, a capital asset, other than maintenance, to prolong its life or to increase its efficiency or capacity. The cost of the addition or change normally is added to the book value of the asset.

Infrastructure – Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, drainage systems, water and sewer systems, dams, and lighting systems.

Interfund transfer – Flows of assets (such as cash or goods) between funds and blended component units of the primary government without equivalent flows of assets in return and without requirement for repayment.

Internal Service Fund - Funds which account for activities supplied by one department to another on a cost-reimbursement basis. The City accounts for fleet, liability insurance and self-insurance activities as internal service funds.

Lease Purchase Agreement (Capital Lease) - A contractual agreement whereby the government borrows funds from a financial institution or a vendor to pay for capital acquisition. The title to the asset(s) normally belongs to the government with the lessor acquiring security interest or appropriate lien therein.

Letter of Credit - A commitment, usually made by a commercial bank, to honor demands for payment of a debt upon compliance with conditions and/or the occurrence of certain events specified under the terms of the commitment.

Long-Term Debt – Debt with a maturity of more than one year after the date of issuance.

Major Fund - Those funds whose revenues, expenditures/expenses assets or liabilities are at least 10 percent of the total for their fund category (governmental or enterprise) and 5 percent of the

aggregate for all governmental and enterprise funds in total. The General Fund is always a Major Fund.

Maturity - The date upon which the principal of a municipal bond becomes due and payable to bondholders.

NEU – Non-Entitlement Unit of local government defined under the American Rescue Plan Act as a city that is not a metropolitan city.

Non-Major Fund - Funds that do not meet the definition of a Major Fund. Non-major funds are reported in total as a separate column on the government-wide financial statements.

OPEB – This is an abbreviation for Other Post Employment Benefits. It is used in reference to the City's health insurance liability associated with providing health insurance benefits to retirees.

Ordinance – A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute, it has the full force and effect of the law within the boundaries of the municipality to which it applies.

Par Value or Face Amount - In the case of bonds, the amount of principal which must be paid at maturity.

Personnel Costs - A category of expenditures consisting primarily of the salaries, other wages, and fringe benefits of the employees.

Principal - The face amount or par value of a bond or issue of bonds payable on stated dates of maturity.

Property Tax Levy – The single greatest revenue source of the City and adopted annually by the City Council in December, the property tax levy Ordinance imposes a tax liability on all real estate within the corporate limits. The County establishes the rates required to generate the tax levy established, which is assessed uniformly on all properties' equalized assessed valuation.

Proposed Budget - The spending plan for fiscal year formally submitted by the City Manager to the City Council for consideration.

Proprietary Fund – A fund used in governmental accounting to account for activities that involve business-like interactions, either within the government or outside of it. These activities are similar to what would be found in the private sector.

Refunding Bonds - Bonds issued to retire bonds already outstanding.

Revenue - The financial resources generated from various sources of income, such as taxes and fees, collected by the City for public use.

SAFER – Staffing for Adequate Fire and Emergency Response, a federal (FEMA) grant program which provides funding directly to fire departments to increase or maintain the number of trained, frontline firefighters in the city.

Special Service Area (SSA) - A contiguous area in which special services are provided in addition to those services provided generally. The cost of the special services is paid from revenues collected through taxes assessed on the property within the special service area.

Tax-Exempt Bonds - For municipal bonds issued by the City tax-exempt means interest on the bonds are not included in gross income for federal income tax purposes; the bonds are not items of tax preference for purposes of the federal, alternative minimum income tax imposed on individuals and corporations; and the bonds are exempt from taxation by the State of Illinois.

Tax Increment Financing (TIF) - A financing method which utilizes future property tax revenues to stimulate new private investment in redevelopment areas. Growth in the value of the property within the TIF district generates "increment" used to make additional investment in the area.

Tax Levy – The total amount to be raised by general property taxes for the purposes specified in the Tax Levy Ordinance.

Chart of Accounts

EXPENDITURES/EXPENSES

PERSONNEL & BENEFITS

41100 WAGES FULL-TIME - Salary expense for full-time employees.

41200 WAGES PART-TIME - Salary expense for part-time employees or seasonal help.

41300 WAGES-OVERTIME - Salary expense paid to non-exempt employees at one and one-half times or two times the employee's regular hourly rate for all hours worked in excess of forty hours per week or eight hours per day, as applicable.

41400 LONGEVITY PAY - Salary expense for employees with contract specific negotiated years of continuous/creditable service.

41500 CLOTHING ALLOWANCE - Amount paid for uniforms and personal protective equipment provided for those public service employees required to wear uniforms while performing their jobs.

41550 CAR ALLOWANCE - Amount paid to employees for monthly car allowance.

41600 WELLNESS BONUS - Salary expense for Fire and Police employees that take a limited amount of sick time per calendar year.

41650 EDUCATION BONUS - Salary expense for full-time, non-probationary Fire employees that obtain a level of education beyond that of high school.

41700 DEFERRED COMPENSATION - The employer cost of employee deferred compensations plans.

41950 SERVICE PENSIONS – Payments to Police Pension and Fire Pension retirees.

41970 CONTRIBUTIONS REFUNDS – Payments to Police and Fire employees previously contributing into the pension funds that have separated from employment.

42100 EMPLOYER PORTION FICA - The employer contribution of Social Security and Medicare, which is currently at 7.65% of gross wages.

42200 EMPLOYER PORTION IMRF - The employer contribution of IMRF, which rate changes annually, and applies to gross wages for all employees covered under the IMRF program.

42300 EMPLOYER CONTRIB/PENSION – Contributions from the City into the Police/Fire Pension Funds. This amount is determined by an actuarial study conducted on an annual basis.

42500 EMPLOYEE HEALTH INSURANCE - Employer amount paid for employee group medical and dental insurance premiums.

42580 EMPLOYEE LIFE INSURANCE - Amount paid for standard monthly funding for IPBC – Intergovernmental Personnel Benefit Funding - for employee life insurance.

42600 WORKERS COMPENSATION/LIABILITY INSURANCE – Contribution to the Internal Service Fund and ultimately to the City's insurance company for workers compensation insurance coverage for employees of the City and general liability coverage.

42700 UNEMPLOYMENT INSURANCE - Reimbursements to the State of Illinois for unemployment insurance claims filed by former employees.

42999 SECTION 125 PAYMENTS - Amount paid for employee flexible spending account.

COMMODITIES

51000 BOARDS & COMMISSIONS - Amount paid for expenses related to the Police and Fire Commission and the Planning and Zoning Commission.

51100 SUPPLIES/PARTS-GROUNDS - Amount paid for supplies and parts to maintain municipal grounds including items for landscaping, trees planted by City personnel, grass seed, plantings, topsoil, etc.

51300 SUPPLIES/PARTS-BUILDINGS - Amount paid for supplies and parts to maintain municipal building mechanical systems including items for plumbing, electric, HVAC, alarm systems etc.

51410 SUPPLIES/PARTS-STREETS - Amount paid for supplies and parts to maintain streets and alleys.

51430 SUPPLIES/PARTS-STORM SEWERS - Amount paid for supplies and parts to maintain municipal storm water systems.

51500 SUPPLIES/PARTS-EQUIPMENT - Amount paid for supplies and minor equipment for the Engineering and Water lab.

51600 SUPPLIES/PARTS-TECHNOLOGY - Amount paid for supplies and minor computer and peripheral equipment.

51700 SUPPLIES/PARTS-VEHICLES - Amount paid for supplies and parts to maintain municipal vehicles.

51996 POTABLE WATER SYSTEM PARTS - Amount paid for supplies and parts to maintain municipal potable water systems.

51997 STREETLIGHTS, PARTS - Amount paid for supplies and parts to maintain streetlights.

51998 TRAFFIC & STREET SIGNS - Amount paid for supplies and parts to maintain traffic and street signs.

51999 SUPPLIES/PARTS-TRAFFIC SIGNALS - Amount paid for supplies and parts to maintain traffic signals.

52000 OFFICE SUPPLIES - Amount paid for pens, pencils, markers, post-its, staples, binders, folders, dividers, pads, calendars, cassette tapes, ribbons, paper, ink, etc.

52500 JANITORIAL SUPPLIES - Amount paid for operating supplies such as cleaning supplies (sweeping compound, glass cleaner, etc.), paper towels, toilet tissue, testing and exam supplies, pesticides/herbicides, signs posts, cabinets, small tools, non-personal safety equipment, and other equipment.

52600 PATROL SUPPLIES & EQUIPMENT - Amount paid for supplies and equipment for Police Patrol Officers, including gloves, evidence supplies, trauma bags, testing supplies, etc.

52700 INVESTIGATION SUPPLIES & EQUIPMENT - Amount paid for supplies and equipment for Investigation Officers, including office supplies, car rental, etc.

52800 FIREFIGHTING SUPPLIES & EQUIPMENT - Amount paid for supplies and equipment for Fire personnel, including items for uniform maintenance.

52900 AMBULANCE SUPPPLIES & EQUIPMENT - Amount paid for supplies and equipment required to stock an ambulance.

53000 OPERATING SUPPLIES - Amount paid for airport supplies, including safety harnesses, etc.

53099 ACTIVITIES & SUPPLIES - Amount paid for activities such as employee service plaques, employee events, etc.

53100 ICE/SNOW CONTROL SUPPLIES - Amount paid for ice and snow control supplies such as road salt, ice melt, etc.

53200 WATER SYSTEM CHEMICALS - Amount paid for potable water chemicals such as, salt, chlorine, hydrofluosilicic, etc.

53300 SMALL TOOLS & EQUIPMENT - Amount paid for operating supplies such as small tools, non-personal safety equipment, and other equipment costing less than $1,000.

54000 UNIFORMS/PROTECTIVE CLOTHING - Amount paid for purchase and maintenance of uniforms such as, cleaning, embroidery, safety glasses, etc.

55000 FUEL, OIL, & LUBRICANTS - Amount paid for gasoline and oil used in municipal vehicles.

55100 AIRPORT FUEL (FOR RESALE) - Amount paid for Airport fuel.

58110 DUI FINES EXPENDITURES - Amount paid for supplies related to DUI enforcement, including mouthpieces, manuals, gloves, etc.

58120 ANTI-CRIME EXPENDITURES - Amount paid for anti-crime prevention activities such as Live Healthy, Camp Power, domestic violence database, etc.

58130 CRIME LAB EXPENDITURES - Amount paid for expenses related to the crime lab such as, lab supplies, carbon filters, masks, etc.

58140 POLICE FORFEITURES EXPENDITURE - Amount paid for items related to vehicle seizures, K-9 expenses, vehicle/bicycle repairs, riot helmets, etc.

59900 LIBRARY MATERIALS - Amount paid for materials purchased for the Library.

59999 COMMODITIES - Amount paid for miscellaneous purchases such as Prisoner meals, sympathy arrangements, etc.

CONTRACTUAL

61100 MAINTENANCE-GROUNDS - Amount paid for contracted maintenance of municipal grounds including labor and materials for mowing, landscaping, trimming, fertilization, aeration, planting, spoils disposal, stump removal, etc.

61300 MAINTENANCE-BUILDINGS - Amount paid for contracted maintenance of municipal buildings including labor and materials for plumbing, electrical, HVAC, alarm systems, etc.

61400 MAINTENANCE-INFRASTRUCTURE - Amount paid for contracted maintenance of municipal infrastructure.

61420 MAINTENANCE-ALLEYS - Amount paid for contracted maintenance of municipal streets, paths, wells and storage, meters and hydrants, water lines, right of way areas, etc.

61430 STORM MAINTENANCE-STORM SEWERS - Amount paid for repair and maintenance of storm water systems.

61450 MAINTENANCE-SIDEWALKS - Amount paid for contracted maintenance of sidewalks.

61500 MAINTENANCE-EQUIPMENT - Amount paid for contracted maintenance of municipal equipment including labor and materials for office machines, copiers, radios and electronics, desks, fans, air conditioners, movie cameras, recorders, VCRs, fire extinguishers, first aid kits, hoists, generators, central telephone systems, trailers, non-licensed wheeled equipment, etc.

61599 WARNING SIRENS - Amount paid for warning sirens services.

61700 MAINTENANCE-VEHICLES - Amount paid for contracted maintenance of municipal vehicles including labor and materials for automobiles, trucks, sweepers, salt spreaders, snowplows, permanently installed accessories, etc.

61800 MAINTENANCE-SOFTWARE - Amount paid for maintenance of technology resources such as annual renewal of software licenses and subscriptions.

61900 MAINTENANCE-BOOKS - Amount paid for maintenance related to books at the Library.

61999 AIRPORT - MAINTENANCE - Amount paid for repair and maintenance at the airport.

62099 PRINTED MATERIALS - Amount paid for printing newsletters, letterhead/stationery, envelopes, work order forms, business cards, checks, application forms, program brochures, etc.

62100 FINANCIAL SERVICES - Amount paid for contracted accounting services such as auditing, bookkeeping, attestations, and other related functions.

62110 FINANCIAL SERVICES - AUDIT - Amount paid for auditing services in the pension funds.

62120 FINANCIAL SERVICES - ACTUARY - Amount paid for actuarial services in the pension funds.

62150 INVESTMENT SERVICES - Amount paid for investment management services in the pension funds.

62200 LEGAL SERVICES - Amount paid for contracted legal advice and services.

62300 ARCHITECT/ENGINEER SERVICES - Amount paid for architect and engineering fees.

62400 TECHNOLOGY SERVICES - Amount paid for technology services including monthly/annual maintenance contracts, copier expenses, consulting fees, etc.

62500 LAB TESTING SERVICES - Amount paid for contracted services for lab testing services.

62600 MEDICAL SERVICES - Amount paid for pre-employment physicals, drug screens, required medical testing for various employees, psychological examinations of applicants as part of the

testing process, wellness program expenditures, and payments to health care providers and employee reimbursements made in connection with the City's partially self-funded health insurance plan.

62700 HUMAN & SOCIAL SERVICES - Amounts paid for Human Services Fund and Community Development Block Grant Funds.

62900 PERSONNEL RECRUITMENT SERVICES - Amount paid for advertisements such as employee recruitment ads, bid notices, legal notices, and other required notices.

63000 SPECIAL EVENT SERVICES - Amount paid for items related to special events such as cake for employees retiring, Alderman reception, funeral flowers, etc.

63100 FORESTRY SERVICES - Amount paid for expenses related to maintenance of municipal tree inventory including tree and stump removal, Emerald Ash Borer treatment, etc.

63150 50/50 TREE PLANTING - Amount paid for half of parkway tree replacements, split with the property owner.

63200 MOSQUITO ABATEMENT SERVICES - Amount paid for contracted mosquito abatement services such as spraying.

63300 NUISANCE ABATEMENT SERVICES – Amount paid for contracted nuisance abatement services.

63400 SNOW REMOVAL SERVICES - Amount paid for contracted maintenance of municipal vehicles including labor and materials for automobiles, trucks, sweepers, salt spreaders, snowplows, permanently installed accessories, etc.

63500 TOWING SERVICES - Amount paid for towing services.

63600 WEATHER SERVICES - Amount paid for weather services including monitoring of pavement temperature, live radar, etc.

63650 LAND ACQUISITION SERVICES - Amount paid for fees and services for land acquisition.

63700 DEVELOPMENTAL SERVICES - Amount paid for contracted development services.

63750 DEMOLITION SERVICES - Funds to assist with property demolition.

63800 CONTRACTED SERVICES - Amount paid for contracted services including building inspections, plan review, band director, etc.

63900 OTHER PROFESSIONAL SERVICES - Amount paid for consulting fees and services.

63960 DONATIONS/FRIENDS OF THE LIBRARY - Amount paid for Library gifts and donations.

63965 ENDOWMENTS AND MEMORIALS - Amount paid for Library memorials.

63970 LIBRARY ELECTRONIC RESOURCES - Amount paid for parts and maintenance of the Library database.

63998 FLEX ADMINISTRATION - Amount paid to third party administrator for flexible spending account program.

63999 TPA ADMINISTRATION - Amount paid to third party administrator for workers' compensation program.

64000 UTILITIES - Amount paid for utility services, including gas and electric.

64100 ELECTRIC SERVICES - Amount paid for electricity for streetlights, water system power, municipal buildings, and airport power.

64200 NATURAL GAS SERVICES - Amount paid for natural gas service to municipal buildings.

64300 REFUSE REMOVAL SERVICES - Amount paid for contracted refuse removal services.

64400 SEWER SERVICES – Amount paid for sewer services.

64500 TELEPHONE SERVICES - Amount paid for all telecommunication expenses including, local, long distance, cell phones, etc.

64600 CABLE/INTERNET SERVICES – Amount paid for cable and internet services.

65100 FREIGHT & POSTAGE - Amount paid for freight and postal related services such as stamps, bulk mailings, overnight deliveries, permits, etc.

65200 MARKETING ADS & PUBLIC INFO - Amount paid for marketing advertising and public information including posters, maps, advertisement for bid, etc.

65300 LEGAL EXPENSES & NOTICES - Amount paid for legal expenses and notices including appraisals, motions, public hearing, etc.

65400 TAXES, LICENSES, & FEES - Amount paid for expenses related to taxes, license and fees including property taxes, CDL license renewal, notary renewal, etc.

65500 RENTAL-BLDG & EQUIP - Amount paid for rent or lease of vehicles, equipment, land, and buildings such as portable toilets, tools, etc.

66100 DUES & SUBSCRIPTIONS - Amount paid for membership dues for various professional organizations. Amount paid for books, magazines, periodicals, pamphlets, maps, internet access, weather service, training films and DVDs, etc.

66200 TRAINING/TRAVEL - Amount paid for attendance at professional conferences and meetings by municipal personnel and elected officials, luncheon meetings where presentations are given, and amount paid for training related costs such as registration, fees, tuition, travel expenses, etc. by municipal personnel for professional development.

66300 TRAVEL EXPENSES – Amount paid to municipal employees for travel reimbursement.

66400 EDUCATION TUITION REIMBURSEMENT - Amount paid to municipal employees for successful completion of course work for tuition reimbursement.

67100 EMPLOYEE HEALTH INSURANCE PREMIUM - Amount paid for standard monthly funding for IPBC – Intergovernmental Personnel Benefit Funding for employee health insurance.

67200 LIBRARY HEALTH INSURANCE PREMIUM - The employer cost of employee insurance premiums for Library employees.

67300 RETIREE HEALTH INSURANCE PREMIUM - Amount paid for standard monthly funding for IPBC - Intergovernmental Personnel Benefit Funding for retiree insurance.

67400 PEHP PLAN - The employer cost of post- employment health care benefits offered to Fire department employees.

67500 WELLNESS BENEFIT PAYMENTS - Amounts paid to municipal employees for reimbursement of wellness activities including reimbursement for gym memberships, wellness classes, etc.

68100 ECONOMIC DEVELOPMENT INCENTIVE - Amount paid to encourage redevelopment activities within the city.

68200 PRIVATE PROPERTY REHAB - Amounts paid to partially reimburse property owners to enhance their properties within the city.

68600 TIF SURPLUS DISTRIBUTION – Portion of TIF property taxes that is distributed to other taxing bodies based on intergovernmental agreements.

68750 TAX SHARING AGREEMENTS - Disbursements to other taxing bodies stemming from various revenue sharing agreements.

69100 CLAIMS: LIAB & PROP INSURANCE - Amount paid for self-insured general and automotive liability losses.

69150 CLAIMS: WORK COMP INSURANCE - Amount paid for self-insured workers' compensation claims.

69200 SURETY BONDS - Amount paid for surety bonds for Mayor, City Manager, Treasurer and Clerk, as well as amounts paid for notary bonds.

69800 UTILITY REBATE PROGRAM - Costs associated with the Utility Rebate Program, a program offered to residents based on certain qualifications offering assistance for local taxes paid for utilities.

69997 COLLECTION AGENCY - Amount paid for collection agency fees for the Library.

69998 PROFESSIONAL CONSULTING (IT) - Amount paid for professional consulting fees and services for the Library.

69999 CONTINGENCIES - Amounts set aside to cover unanticipated expenditures throughout the budget year.

DEBT SERVICE/OTHER

72500 DEPRECIATION - WATER - Amount charged as an expense for an expired portion of a capital asset.

72600 DEPRECIATION - AIRPORT - Amount charged as an expense for an expired portion of a capital asset.

75000 DEBT SERVIC - PRINCIPAL - Amount paid for principal payment on bonds, debt certificates, and other debt instruments.

76000 DEBT SERVICE - INTEREST - Amount paid for charges on borrowed funds at an agreed upon rate.

77000 LOAN PRINCIPAL - Amount paid for principal payment on loans, debt certificates, and other debt instruments.

78000 LOAN INTEREST - Amount paid for interest payment on bonds, debt certificates, and other debt instruments.

79000 CAPITAL LEASE PRINCIPAL - Amount paid for principal payment on capital leases.

79100 CAPITAL LEASE INTEREST - Amount paid for interest payment on capital leases.

79800 PAYMENT TO ESCROW AGENT - Amount paid to escrow agent to refund bonded debt.

79850 BOND ISSUANCE COSTS - Amount paid for administrative fees in combination with the issuance of bonded debt.

CAPITAL OUTLAY

81000 LAND ACQUISITION - Amount paid for capital purchases of land.

82000 BUILDINGS & IMPROVEMENTS - Amount paid for remodeling and renovation.

83000 STREET IMPROVEMENTS - Amount paid for capital street construction or reconstruction.

83050 STREET MAINTENANCE - Amount paid for capital street improvements and maintenance.

83100 ALLEY IMPROVEMENTS - Amount paid for capital alley improvements.

83200 STORM SEWER IMPROVEMENTS - Amount paid for capital storm sewer system improvements.

83300 PARKING LOT IMPROVEMENTS - Amount paid for capital parking lot improvements.

83900 OTHER CAPITAL IMPROVEMENTS- Amount paid for capital improvements.

83999 SIGNALS & INTERSECTIONS - Amount paid for capital signal and intersection improvements.

85000 WATER MAINS - Amount paid for capital water main improvements.

85100 WATER METERS - Amount paid for the acquisition of water meters.

85500 WATER SYSTEM IMPROVEMENTS- Amount paid for the improvements to the water systems.

86000 EQUIPMENT - Amount paid for the acquisition of municipal equipment.

86100 TECHNOLOGY EQUIPMENT - Amount paid for the acquisition of technology equipment.

86200 OFOFFICE FURNITURE & EQUIPMENT - Amount paid for the acquisition of office furniture and equipment.

86300 TELEPHONE & RADIO EQUIPMENT - Amount paid for the acquisition of office furniture and equipment.

87000 VEHICLES - Amount paid for the acquisition of municipal vehicles.

TRANSFERS OUT

91100 TRANSFER TO GENERAL FUND - Amount of permanent transfers to the General Fund.

91200 TRANSFER TO TRANSPORTATION FUND - Amount of permanent transfers to the Transportation Fund.

91201 TRANSFER TO ECONOMIC DEV FUND - Amount of permanent transfers to the Economic Development Fund.

91210 TRANSFER TO MFT FUND - Amount of permanent transfers to the Motor Fuel Tax Fund.

91260 TRANSFER TO TIF #1 - Amount of permanent transfers to the Tax Increment Financing Fund #1.

91262 TRANSFER TO TIF #3 - Amount of permanent transfers to the Tax Increment Financing Fund #3.

91285 TRANSFER TO REHAB FUND - Amount of permanent transfers to the Housing Rehabilitation Fund.

91300 TRANSFER TO DEBT SERVICE FUND - Amount of permanent transfers to the General Fund Debt Service Fund.

91375 TRANSFER TO TIF DEBT SERVICE FUND - Amount of permanent transfers to the TIF Debt Service Fund.

91400 TRANSFER TO CAPITAL PROJECTS FUND - Amount of permanent transfers to the Capital Projects Fund.

91405 TRANSFER TO PUB SFTY BLDNG FUND - Amount of permanent transfers to the Public Safety Building Fund.

91410 TRANSFER TO FLEET FUND - Amount of permanent transfers to the Fleet Replacement Fund.

91420 TRANSFER TO CAPITAL EQUIPMENT FUND - Amount of permanent transfers to the Equipment Fund.

91600 TRANSFER TO WATER FUND - Amount of permanent transfers to the Water Fund.

91620 TRANSFER TO WATER CAPITAL FUND - Amount pf permanent transfer to the Water Capital Fund.

91650 TRANSFER TO AIRPORT FUND - Amount of permanent transfers to the Airport Fund.

91700 TRANSFER TO WORKERS COMP FUND - Amount of permanent transfers to the Workers Compensation Fund.

91710 TRANSFER TO HEALTH INSURANCE FUND - Amount of permanent transfers to the Health Insurance Fund.

91720 TRANSFER TO PROPERTY/LIAB FUND - Amount of permanent transfers to the Liability Insurance Fund.

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Full Time Non Bargaining Unit Pay Plan - 2023							
			Pay Range				
PAY GRADE	MINIMUM		MID POINT		MAXIMUM		TITLES
1	44,644		54,689		64,733		Administrative Associate Video Evidence Technician
2	46,992		57,565		68,138		
3	49,341		60,442		71,543		Administrative Assistant Building Permit Coordinator
4	51,300		62,842		74,385		
5	53,259		65,242		77,226		
6	60,158		73,694		87,229		Accountant Human Resources Coordinator Executive Assistant
7	62,421		76,466		90,509		
8	63,551		77,851		92,150		
9	64,683		79,238		93,791		Management Analyst Community Services Coordinator Code Compliance Coordinator Records Supervisor
10	73,326		89,824		106,177		
11	82,455		101,007		119,560		Public Works Superintendent (Street, Utility) Senior Accountant Communications Coordinator Recruitment Manager
12	84,994		104,117		123,240		Airport Manager Assistant Transit Manager
13	88,637		108,580		128,523		Assistant Finance Director Transit Manager
14	97,688		119,667		141,647		Chief Building Official City Engineer Police Commander Planning Director
15	103,813		127,172		150,530		
16	106,904		130,958		155,012		Deputy Police Chief Deputy Fire Chief
17	109,995		134,744		159,493		Assistant City Manager Director of the Crime-Free Bureau Director of Streets, Facilities & Airport Director of Utilities, Transportation & Engineering Finance Director Human Resources Director Information Technology Director
18	116,044		142,155		168,265		Police Chief Fire Chief
MKT							City Manager

Part-Time Non Bargaining Unit Pay Plan - 2023			
PAY GRADE	TITLES	HOURLY PAY	
		MINIMUM	MAXIMUM
A	Office Associate	20.25	28.32
B	Community Service Officer Administrative Associate	21.46	31.12
C	Court Security Officer Maintenance Worker Airport Line Service	23.72	34.40
D	Multimedia Technician Telecommunicator Transit Grants Assistant	24.00	37.00

** fixed rates apply for seasonal laborer, and intern positions*

NOTICE OF PUBLIC HEARING

City of DeKalb, Illinois
Tentative Annual Budget for the Fiscal Year January 1, 2023, through December 31, 2023

The Corporate Authorities of the City of DeKalb, DeKalb County, Illinois will conduct a Public Hearing at 6:00 p.m. on November 28, 2022, at the DeKalb Public Library, 309 Oak Street, Yusunas Meeting Room (Lower Level), DeKalb, Illinois, regarding the adoption of the Annual Budget for the City of DeKalb for the fiscal year beginning on January 1, 2023 and ending December 31, 2023

Said Public Hearing is being held in accordance with the applicable provisions of the Illinois Compiled Statutes including Chapter 65, Section 5/8-2-9.1 through 8-2-9.10, and the applicable provisions of the City Code of Ordinances.

The Tentative Annual Budget for the Fiscal Year Ending December 31, 2023 is available for public inspection in the City of DeKalb Finance Division, 164 E. Lincoln Highway, DeKalb, Illinois, during normal City of DeKalb business office hours of 8:00 a.m. to 5:00 p.m., Monday through Friday.

The 2023 tentative budget document is also available on the City's website at: www.cityofdekalb.com on the Budget & Annual Reports page.

If further information is needed, please contact Carrie Dittman, Finance Director at (815) 748-2381.

BY ORDER OF THE CORPORATE AUTHORITIES OF THE CITY OF DEKALB.

Bill Nicklas
City Manager
City of DeKalb