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PEOPLE OF GLEN ELLYN

Village Clerk

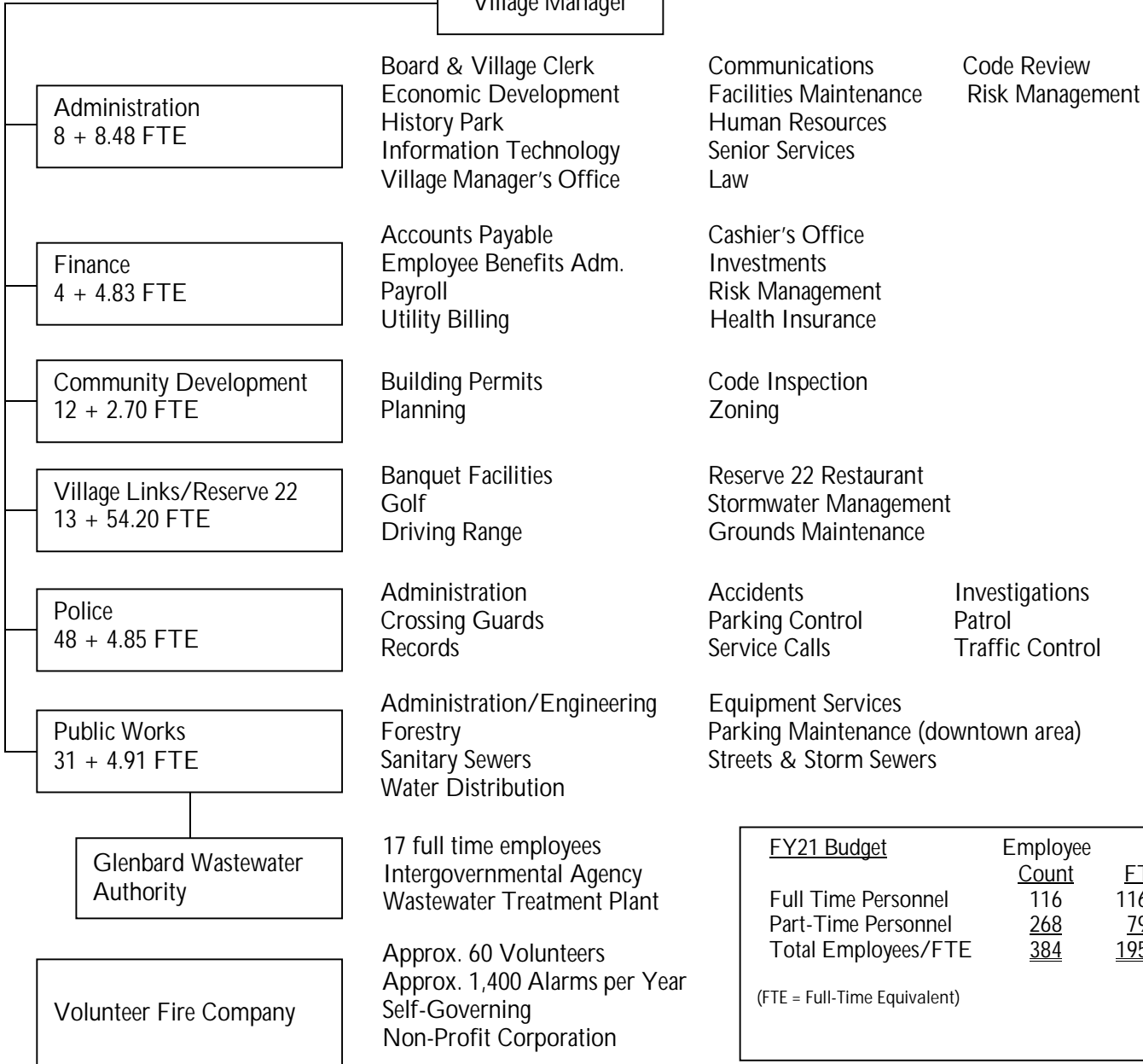
Village President (1)
&
Board of Trustees (6)

Village Prosecutor

Citizen Advisory Groups:

Board of Fire and Police Commission (3)	Historic Preservation (9)
Building Board of Appeals (5)	Plan Commission (9)
Capital Improvements Commission (9)	Police Pension Board (5)
Environmental Commission (9)	Recreation Commission (7)
Finance Commission (9)	Zoning Board of Appeals (7)

Village Manager



<u>FY21 Budget</u>	<u>Employee</u>	
	<u>Count</u>	<u>FTE</u>
Full Time Personnel	116	116.00
Part-Time Personnel	<u>268</u>	<u>79.97</u>
Total Employees/FTE	<u>384</u>	<u>195.97</u>

(FTE = Full-Time Equivalent)

Village of Glen Ellyn
 Budgetary Fund Structure

Governmental Funds

General Fund	Special Revenue Funds	Debt Service Fund	Capital Projects Funds
General (Major)	Motor Fuel Tax Fire Services Central Business District (CBD) Tax Increment Financing Roosevelt Road Tax Increment Financing Forfeiture Fund	Debt Service	Capital Projects (Major) Facilities Maintenance Reserve Corporate Reserve

Proprietary Funds

Enterprise Funds	Internal Service Funds
Water & Sanitary Sewer (Major) Village Links/Reserve 22 (Major) Parking Residential Solid Waste	Insurance Equipment Services

Fiduciary Funds

Fiduciary Fund

Police Pension

All Village funds are subject to appropriation. All budgeted funds are included in the audited financial statements.

Descriptions of major funds are found on the following page.

Village of Glen Ellyn Major Fund Descriptions

Major Governmental Funds

General Fund – The General Fund is the Village’s primary operating fund. It accounts for all financial resources of the general government, except for those which are required to be accounted for in another fund.

Capital Projects Fund – The Capital Projects Fund is used to account for the financing of general street and infrastructure projects.

Major Proprietary Funds

Water and Sanitary Sewer Fund – The Water and Sanitary Sewer Fund accounts for the provision of water and sanitary sewer services to residents of the Village and other non-resident customers. All activities necessary to provide such services are accounted for within this fund, including, but not limited to, administration, operations, maintenance, financing and related debt services and billing and collection.

Village Links/Reserve 22 Fund – The Village Links/Reserve 22 Fund accounts for the operation and maintenance, including debt service and capital outlay, of the Village Links Golf Course, Reserve 22 restaurant, and other Village-owned parks and recreation areas.

Village of Glen Ellyn
Organizational Matrix - Department/Function Assignment by Fund

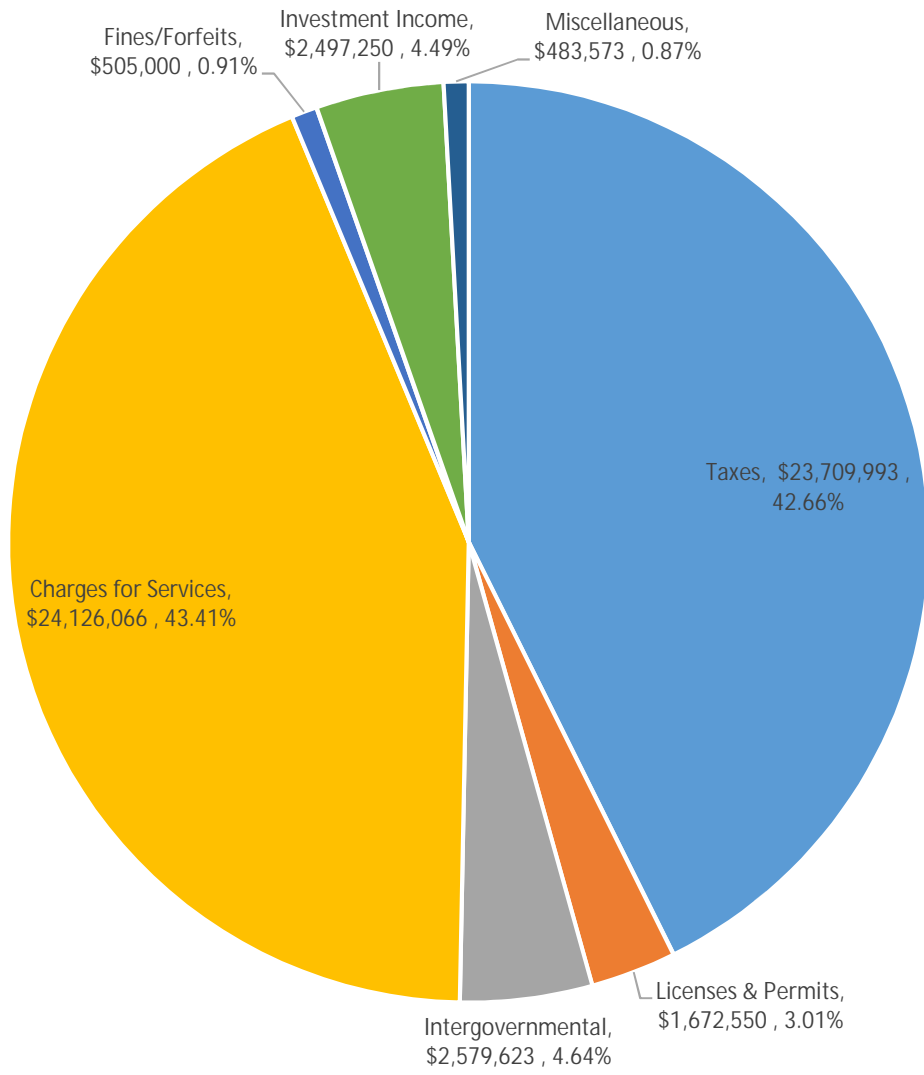
DEPARTMENT	FUND																
	General	Corporate Reserve	Motor Fuel Tax	Debt Service	CBD TIF	Roosevelt Road TIF	Forfeiture Fund	Capital Projects	Facilities Maintenance Reserve	Fire Service	Water/Sewer	Parking	Residential Solid Waste	Village Links/Reserve 22	Insurance	Equipment Services	Police Pension
Village Board & Clerk	✓																
Village Manager's Office	✓	✓							✓				✓				
Facilities Maintenance	✓							✓									
Law	✓																
Information Technology	✓																
Economic Development	✓				✓	✓											
Finance	✓			✓						✓	✓				✓		✓
Community Development	✓																
Police	✓					✓											
Public Works																	
Administration & Eng.	✓		✓				✓			✓	✓						
Operations	✓		✓							✓	✓						
Equipment Services																✓	
Village Links/ Reserve 22													✓				

This matrix highlights the departments that are responsible for preparing a particular Fund's budget. In the daily operations of the Fund, one or more departments may be involved.

VILLAGE OF GLEN ELLYN
ALL FUNDS BUDGET SUMMARY
FISCAL YEAR 2021

	2020 ORIG BUD	2020 REV BUD	2020 PROJECTION	2021 BUDGET	% CHG 2020 TO 2021 ORG BUD
TAXES	\$ 24,501,518	\$ 24,501,518	\$ 23,735,058	\$ 23,709,993	-3.2%
LICENSES & PERMITS	1,707,550	1,707,550	1,796,560	1,672,550	-2.0%
INTERGOVERNMENTAL	2,483,275	2,483,275	3,776,712	2,579,623	3.9%
CHARGES FOR SERVICES	24,002,656	24,002,656	23,754,944	24,126,066	0.5%
FEES & FINES	498,000	498,000	357,000	505,000	1.4%
INVESTMENT INCOME	2,755,100	2,755,100	1,230,135	2,497,250	-9.4%
BOND PROCEEDS	9,500,000	9,500,000	9,998,000	-	0.0%
MISC REVENUE	553,823	553,823	1,157,687	483,573	-12.7%
TRANSFERS IN (IFTS)	25,481,448	25,481,448	21,507,204	15,553,172	-39.0%
TOTAL REVENUES	<u>\$ 91,483,370</u>	<u>\$ 91,483,370</u>	<u>\$ 87,313,300</u>	<u>\$ 71,127,227</u>	-22.3%
PERSONNEL SERVICES	\$ 14,780,264	\$ 14,780,264	\$ 13,984,442	\$ 15,236,054	3.1%
CONTRACTUAL SERVICES	18,829,644	19,068,892	17,654,364	\$ 18,818,321	-0.1%
COMMODITIES	6,478,542	6,478,542	6,529,679	\$ 6,933,694	7.0%
CAPITAL OUTLAY	34,057,626	38,639,239	17,761,721	\$ 20,692,871	-39.2%
DEBT SERVICE	3,241,168	3,241,168	2,898,168	\$ 3,008,916	-7.2%
TRANSFERS OUT (IFTS)	25,481,448	25,481,448	21,507,204	15,553,172	-39.0%
TOTAL EXPENDITURE	<u>\$ 102,868,692</u>	<u>\$ 107,689,553</u>	<u>\$ 80,335,578</u>	<u>\$ 80,243,028</u>	-22.0%
CHANGE IN FUND BALANCE	<u>\$ (11,385,322)</u>	<u>\$ (16,206,183)</u>	<u>\$ 6,977,722</u>	<u>\$ (9,115,801)</u>	

Revenues by Source - All Funds 2021 Budget



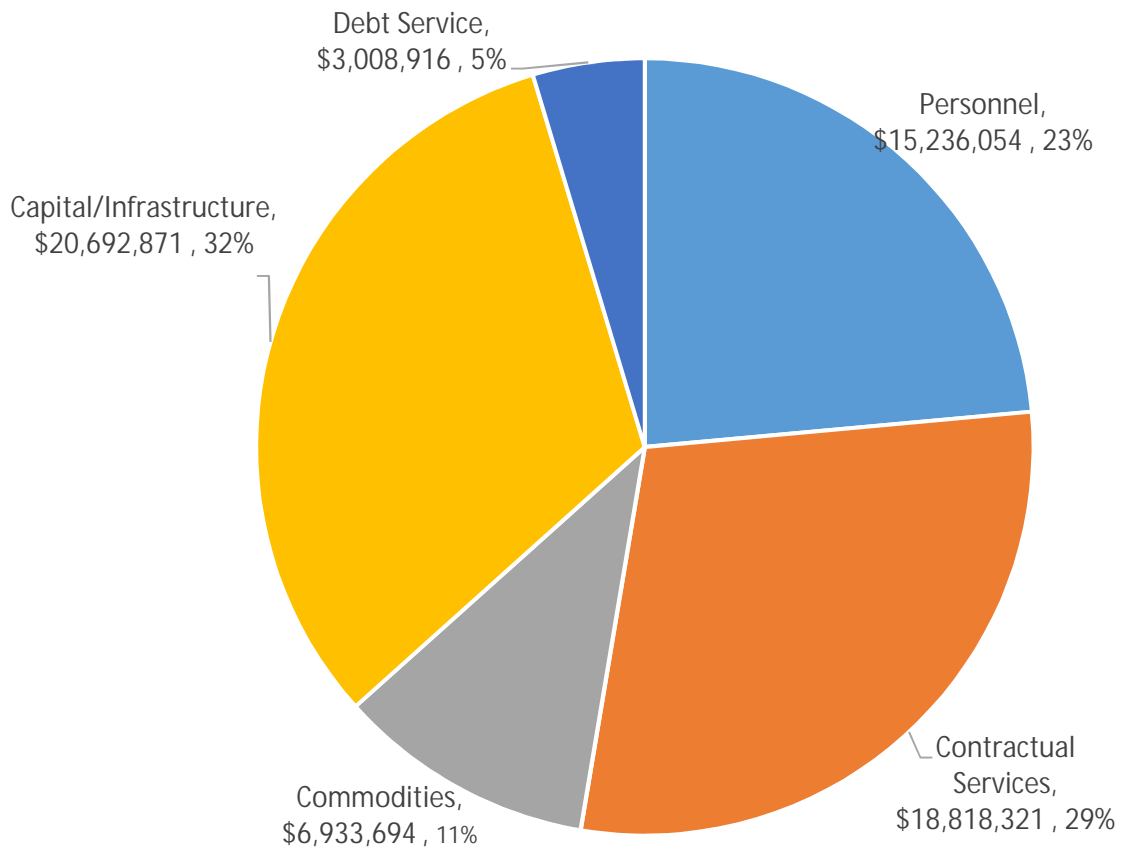
VILLAGE OF GLEN ELLYN
SUMMARY OF REVENUES BY SOURCE - ALL FUNDS
FISCAL YEAR 2021 BUDGET

Fund No.	Fund Description	Taxes	Licenses and Permits	Inter-Government Revenues	Charges for Services	Fines & Forfeits	Investment Income	Misc. Revenues	Transfers	FY2021 Budget Total	FY2020 Rev. Budget Total	FY2020 Est. Actual Total	FY2019 Actual Total
100	General	\$ 13,562,703	\$ 1,672,550	\$ 22,060	\$ 999,216	\$ 505,000	\$ 42,000	\$ 290,500	\$ 1,854,100	\$ 18,948,129	\$ 19,557,485	\$ 20,424,860	\$ 19,680,657
300	Debt Service	-	-	-	-	-	400	-	2,244,886	2,245,286	2,476,225	2,132,861	2,140,738
210	Motor Fuel Tax	-	-	1,694,000	-	-	8,200	6,200	-	1,708,400	1,105,400	1,651,400	936,133
240	Fire Services	1,847,262	-	-	-	-	4,500	-	-	1,851,762	1,848,530	1,837,580	2,017,276
250	Central Business District TIF	462,000	-	-	-	-	1,200	-	-	463,200	317,600	442,000	303,860
260	Roosevelt Road TIF	145,000	-	-	-	-	100	-	-	145,100	104,100	139,000	99,181
270	Forfeiture	-	-	-	-	-	4,000	-	-	4,000	6,000	86,500	544,230
Total Special Revenue Funds		2,454,262	-	1,694,000	-	-	18,000	6,200	-	4,172,462	3,381,630	4,156,480	3,900,680
200	Corporate Reserve	-	-	-	-	-	600	-	-	600	600	572,026	12,207
400	Capital Projects	7,596,028	-	863,563	143,675	-	189,000	10,000	850,000	9,652,266	18,553,269	18,553,706	8,545,902
450	Facilities Maintenance Reserve	-	-	-	-	-	3,750	-	375,000	378,750	385,000	378,750	3,546,678
Total Capital Projects Funds		7,596,028	-	863,563	143,675	-	193,350	10,000	1,225,000	10,031,616	18,938,869	19,504,482	12,104,787
500	Water & Sewer	97,000	-	-	13,523,675	-	28,800	22,600	22,500	13,694,575	13,883,953	14,827,900	14,744,959
530	Parking	-	-	-	337,800	-	12,000	523	4,500,000	4,850,323	16,456,323	11,789,623	1,478,331
540	Residential Solid Waste	-	-	-	1,751,400	-	1,200	200	-	1,752,800	1,653,200	1,704,325	1,652,516
550	Village Links / Reserve 22	-	-	-	5,681,000	-	8,500	128,550	26,800	5,844,850	5,730,700	4,627,979	5,328,360
Total Enterprise Funds		97,000	-	-	21,293,875	-	50,500	151,873	4,549,300	26,142,548	37,724,176	32,949,827	23,204,166
600	Insurance	-	-	-	1,247,600	-	18,000	5,000	2,186,486	3,457,086	3,447,785	3,431,790	3,339,409
650	Equipment Services	-	-	-	58,700	-	30,000	20,000	1,434,400	1,543,100	1,635,200	1,723,200	1,683,922
Total Internal Service Funds		-	-	-	1,306,300	-	48,000	25,000	3,620,886	5,000,186	5,082,985	5,154,990	5,023,331
900	Police Pension	-	-	-	383,000	-	2,145,000	-	2,059,000	4,587,000	4,322,000	2,989,800	6,787,731
ALL FUNDS		23,709,993	1,672,550	2,579,623	24,126,066	505,000	2,497,250	483,573	15,553,172	71,127,227	91,483,370	87,313,300	72,842,090
LESS INTERFUND TRANSFERS								(15,553,172)		(15,553,172)	(25,481,448)	(21,507,204)	(11,817,747)
ALL FUNDS, LESS INTERFUND TRANSFERS		\$ 23,709,993	\$ 1,672,550	\$ 2,579,623	\$ 24,126,066	\$ 505,000	\$ 2,497,250	\$ 483,573	\$ -	\$ 55,574,055	\$ 66,001,922	\$ 65,806,096	\$ 61,024,343

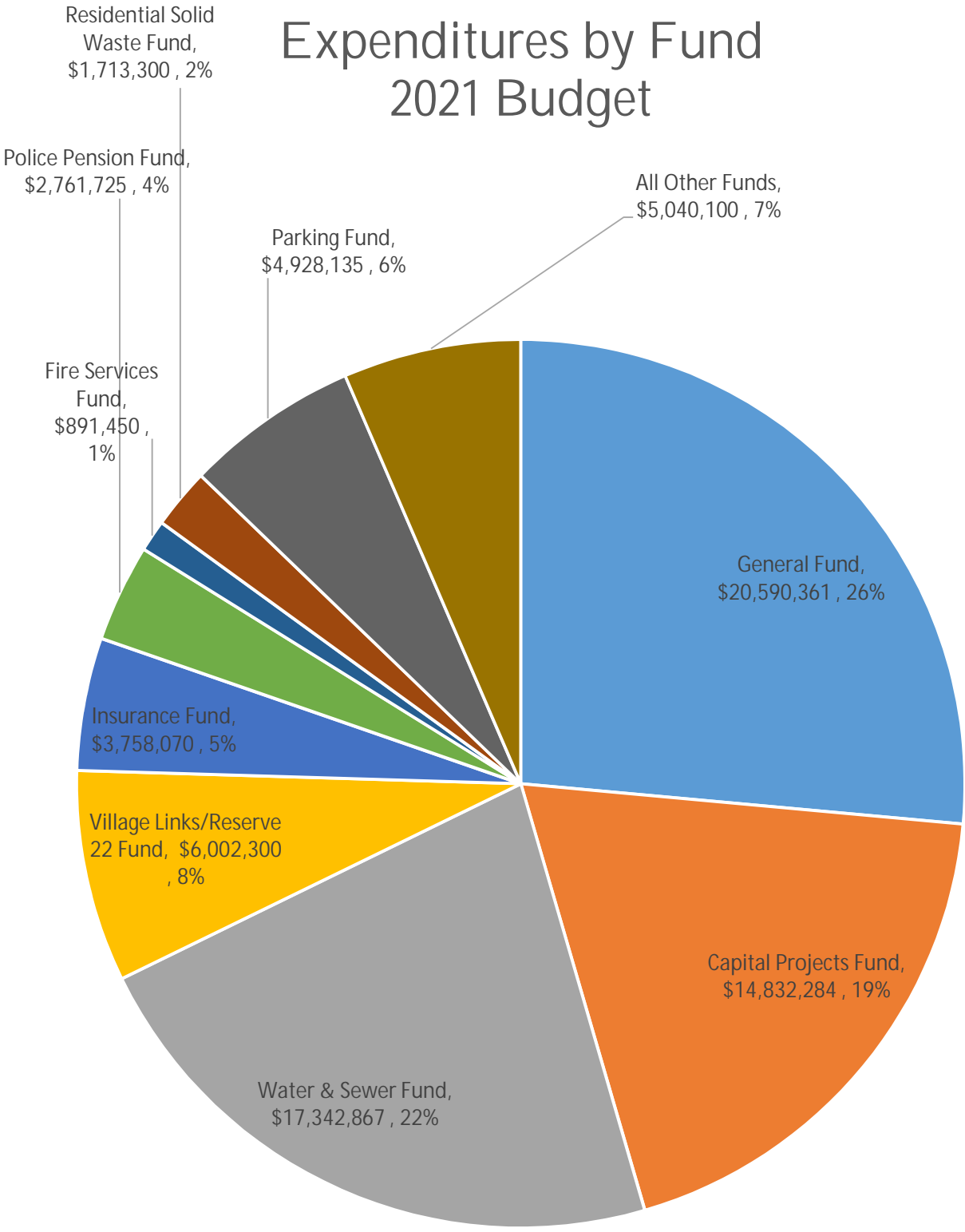
VILLAGE OF GLEN ELLYN
SUMMARY OF EXPENDITURES BY FUNCTION - ALL FUNDS
FISCAL YEAR 2021 BUDGET

Fund No. Fund Description	Personnel Services	Contractual Services	Commodities	Capital Outlay	Debt Service	Transfers	FY2021 Budget Total	FY2020 Rev. Budget Total	FY2020 Est. Actual Total	FY2019 Actual Total
100 General	\$ 10,998,382	\$ 3,809,920	\$ 782,859	\$ 116,600	\$ -	\$ 4,882,600	\$ 20,590,361	\$ 19,650,582	\$ 19,392,650	\$ 18,739,726
300 Debt Service	-	1,550	-	-	2,244,886	-	2,246,436	2,475,976	2,133,526	2,141,488
210 Motor Fuel Tax	-	251,900	213,850	-	-	873,000	1,338,750	979,454	1,519,872	760,570
240 Fire Services	-	686,650	100	106,500	-	98,200	891,450	1,498,428	1,109,675	757,519
250 Central Business District TIF	-	155,370	-	-	-	75,000	230,370	148,870	160,370	232,539
260 Roosevelt Road TIF	-	25,370	-	-	-	-	25,370	25,370	12,000	54,167
270 Forfeiture	-	-	-	-	-	136,000	136,000	-	278,400	545,121
Total Special Revenue Funds	-	1,119,290	213,950	106,500	-	1,182,200	2,621,940	2,652,122	3,080,317	2,349,916
200 Corporate Reserve	9,230	50,000	-	-	-	-	59,230	15,000	23,255	669,735
400 Capital Projects	-	386,000	-	7,425,298	-	7,020,986	14,832,284	30,596,613	16,463,732	6,710,028
450 Facilities Maintenance Reserve	-	50,000	-	780,000	-	-	830,000	618,500	278,500	4,230,453
Total Capital Projects Funds	9,230	486,000	-	8,205,298	-	7,020,986	15,721,514	31,230,113	16,765,487	11,610,216
500 Water & Sewer	1,296,300	4,715,912	4,197,400	5,915,923	107,946	1,109,386	17,342,867	20,238,383	12,656,484	13,108,515
530 Parking	-	83,235	3,800	4,610,000	-	231,100	4,928,135	16,268,738	11,960,512	453,675
540 Residential Solid Waste	-	1,603,000	-	28,000	-	82,300	1,713,300	1,705,700	1,811,550	1,601,899
550 Village Links / Reserve 22	2,556,142	568,224	1,361,350	414,000	656,084	446,500	6,002,300	5,720,748	4,822,997	5,358,696
Total Enterprise Funds	3,852,442	6,970,371	5,562,550	10,967,923	764,030	1,869,286	29,986,602	43,933,569	31,251,543	20,522,785
600 Insurance	-	3,558,070	-	-	-	200,000	3,758,070	3,442,070	3,475,000	3,301,021
650 Equipment Services	376,000	111,395	374,335	1,296,550	-	398,100	2,556,380	1,625,847	1,550,345	1,370,630
Total Internal Service Funds	376,000	3,669,465	374,335	1,296,550	-	598,100	6,314,450	5,067,917	5,025,345	4,671,651
900 Police Pension	-	2,761,725	-	-	-	-	2,761,725	2,679,275	2,686,690	2,821,724
ALL FUNDS	15,236,054	18,818,321	6,933,694	20,692,871	3,008,916	15,553,172	80,243,028	107,689,554	80,335,558	62,857,506
LESS INTERFUND TRANSFERS						(15,553,172)	(15,553,172)	(25,481,448)	(21,507,204)	(11,817,747)
ALL FUNDS, LESS INTERFUND TRANSFERS	\$ 15,236,054	\$ 18,818,321	\$ 6,933,694	\$ 20,692,871	\$ 3,008,916	\$ -	\$ 64,689,856	\$ 82,208,106	\$ 58,828,354	\$ 51,039,759

Expenditures by Function - 2021 Budget



Expenditures by Fund 2021 Budget



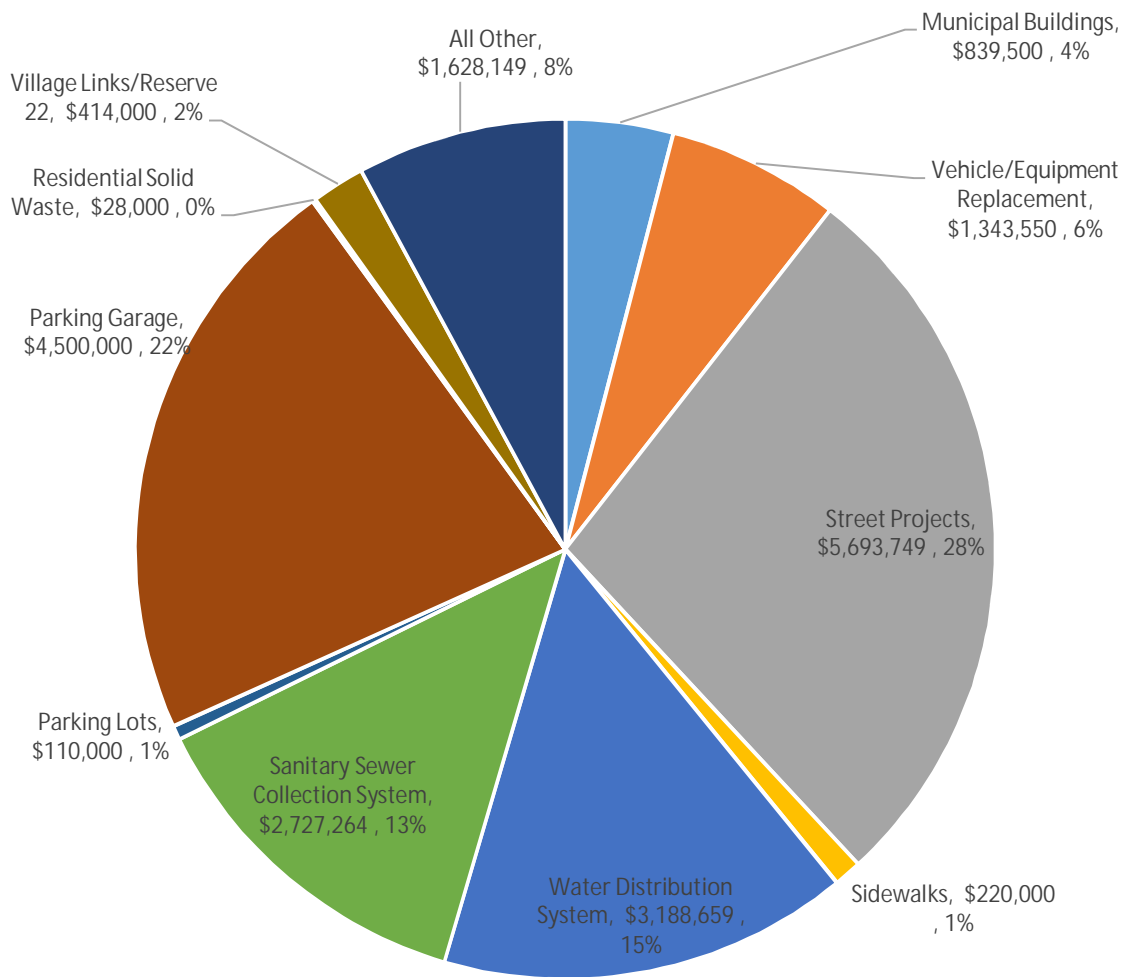
VILLAGE OF GLEN ELLYN
SUMMARY OF CAPITAL INVESTMENT
2021 BUDGET

<u>Type</u>	<u>Fund</u>	<u>FY 2021 Budget</u>
General Public Infrastructure ¹		
Street Reconstruction & Resurfacing	Capital Projects	\$ 620,000
Sidewalk Program	Capital Projects	220,000
2020 Street Reconstruction	Capital Projects	2,534,146
2021 Street Program	Capital Projects	2,139,603
Central Business District Street & Streetscape	Capital Projects	400,000
Train Station/Pedestrian Underpass	Capital Projects	200,000
Other	Capital Projects	1,311,549
Special Purpose Public Infrastructure ²		
Water Distribution System	Water & Sewer	3,188,659
Sanitary Sewer Collection System	Water & Sewer	2,727,264
Parking Lots	Parking	110,000
Finish Construction of Parking Garage	Parking	4,500,000
Residential Solid Waste	Residential Solid Waste	28,000
Village Links/Reserve 22	Village Links/Reserve 22	414,000
Municipal Facilities & Equipment		
Village Fleet	Equipment Services	1,296,550
Fire Fleet	Fire Services	47,000
Fire Buildings	Fire Services	59,500
Municipal Buildings	Facilities Reserve	780,000
All Other	Various	116,600
	Total	<u>\$ 20,692,871</u>

Note: See individual fund schedules for detailed project descriptions.

1. Funding for General Public Infrastructure is obtained from general tax revenues and other sources such as grants, transfer taxes, and utility taxes.
2. Funding for Special Purpose Infrastructure is obtained from user charges from those who use the services (e.g. users who golf at the Village Links pay for improvements to the golf course or users of water & sewer system pay for capital improvements through the monthly water & sewer charges, etc.)

BUDGETED CAPITAL INVESTMENT FISCAL YEAR 2021



VILLAGE OF GLEN ELLYN
ALL FUNDS BUDGET SUMMARY
PERSONNEL EXPENSES

	2020 ORIG BUD	2020 REV BUD	2020 PROJECTION	2021 BUDGET	2021 \$ CHG 2020 ORG BUD	2021 % CHG 2020 ORG BUD
SALARIES - PENSIONABLE ¹	\$ 7,508,365	\$ 7,508,365	\$ 7,332,767	\$ 7,600,944	\$ 92,579	1.2%
SALARIES - POLICE SWORN ²	3,676,734	3,676,734	3,618,700	4,097,710	420,976	11.4%
SALARIES - NON-PENSIONABLE ³	1,376,650	1,376,650	951,400	1,309,830	(66,820)	-4.9%
SALARIES - CROSSING GUARD	40,000	40,000	37,000	40,000	-	0.0%
OVERTIME	91,700	91,700	99,600	101,890	10,190	11.1%
POLICE OVERTIME	443,748	443,748	437,000	459,558	15,810	3.6%
SNOW	70,000	70,000	52,500	70,000	-	0.0%
TEMPORARY HELP ⁴	75,180	75,180	33,900	63,750	(11,430)	-15.2%
TEMPORARY HELP SNOW	26,000	26,000	18,500	26,000	-	0.0%
FICA	779,058	779,058	730,701	788,048	8,990	1.2%
IMRF ⁵	677,829	677,829	657,374	669,094	(8,735)	-1.3%
TOTAL EXPENDITURES	\$ 14,765,264	\$ 14,765,264	\$ 13,969,442	\$ 15,226,824	\$ 461,560	3.1%
POLICE PENSION CONTRIBUTION	1,959,000	1,959,000	1,959,000	2,059,000	100,000	5.1%

1. The budget includes a 2.25% merit increase. This is offset by three frozen unfilled positions, a payroll specialist, a police program coordinator and an administrative assistant.
2. The police union (FOP) contract includes cost of living adjustments of 2.25% on 11/1/2020 and 2.25% on 11/1/2020. Officers also receive step adjustments during their first 8 years of service. Sworn salaries also includes \$10,000 as a placeholder for the results of the staffing study currently underway. Lastly, approximately \$167,000 in salaries will be offset by a credit from the forfeiture program if those funds are available. This would reduce the increase to 6.9%.
3. Some recording secretary duties were shifted to the Executive Assistant. An Administrative Assistant position is being frozen in 2021.
4. Public Works is not filling extended summer seasonal positions in 2021. Regular summer seasonal positions will be filled.
5. The IMRF rate in 2021 will decrease from 9.09% to 8.92%.

VILLAGE OF GLEN ELLYN
SCHEDULE OF PROJECTED CHANGES IN FUND BALANCE / NET POSITION

Fund No. Fund Description	Audited		Change in		Preliminary	% Change
	Fund Balance/ Net Position 12/31/2019	Estimated Revenues FY 2020	Estimated Expenditures FY 2020	Fund Balance / Net Position FY 2020	Fund Balance / Net Position 12/31/2020	
100 General (major)	10,984,998	20,424,860	19,392,650	1,032,210	12,017,208	9.4%
300 Debt Service (major)	40,580	2,132,861	2,133,526	(665)	39,915	-1.6%
210 Motor Fuel Tax	1,027,358	1,651,400	1,519,872	131,528	1,158,886	12.8% a
240 Fire Services	3,553,579	1,837,580	1,109,675	727,905	4,281,484	20.5% b
250 Central Business District TIF	477,156	442,000	160,370	281,630	758,786	59.0% c
260 Roosevelt Road TIF	121,885	139,000	12,000	127,000	248,885	104.2% d
270 Forfeiture	54,731	86,500	278,400	(191,900)	(137,169)	0.0% e
Total Special Revenue Funds	5,234,709	4,156,480	3,080,317	1,076,163	6,310,872	20.6%
200 Corporate Reserve	63,548	572,026	23,255	548,771	612,319	863.6% f
400 Capital Projects (major)	20,768,021	18,553,706	16,463,732	2,089,974	22,857,995	10.1% g
450 Facilities Maintenance Reserve	413,291	378,750	278,500	100,250	513,541	24.3% h
Total Capital Projects Funds	21,244,860	19,504,482	16,765,487	2,738,995	23,983,855	12.9%
500 Water & Sewer	79,209,040	14,827,900	12,656,484	2,171,416	81,380,456	2.7%
530 Parking	3,761,208	11,789,623	11,960,512	(170,889)	3,590,319	-4.5%
540 Residential Solid Waste	611,008	1,704,325	1,811,550	(107,225)	503,783	-17.5% i
550 Village Links / Reserve 22	19,985,085	4,627,979	4,822,997	(195,018)	19,790,067	-1.0%
Total Enterprise Funds	103,566,341	32,949,827	31,251,543	1,698,284	105,264,625	1.6%
600 Insurance	2,294,987	3,431,790	3,475,000	(43,210)	2,251,777	-1.9%
650 Equipment Services	7,145,479	1,723,200	1,550,345	172,855	7,318,334	2.4%
Total Internal Service Funds	9,440,466	5,154,990	5,025,345	129,645	9,570,111	1.4%
900 Police Pension	32,808,661	2,989,800	2,686,690	303,110	33,111,771	0.9%
ALL FUNDS	183,320,615	87,313,300	80,335,558	6,977,742	190,298,357	3.8%

Fund Balance: The difference between fund assets and fund liabilities in a governmental fund.

Net Position: The difference between fund assets and fund liabilities in a proprietary fund.

- a. The State of Illinois capital bill increased MFT revenues by an estimated 50%, beginning September 2019.
- b. A squad was budgeted to be replaced but was deferred to 2022.
- c. The TIF increment continues to increase as the TIF matures.
- d. The TIF increment continues to increase as the TIF matures.
- e. Some differences exist on the cash basis budget versus the accrual basis fund balance which are reconciled in the audit process. The Village can only spend those funds which it has received. Please refer to the cash reserve schedule.
- f. The Village sold the property at 825 N. Main Street.
- g. The Village issued \$9.9 million in general obligation bonds in 2020.
- h. Due to staffing demands and Covid-19, some projects were not completed in 2020.
- i. A clean sweep occurred in 2020 as well as clean up from a severe summer storm.

VILLAGE OF GLEN ELLYN
SCHEDULE OF PROJECTED CHANGES IN FUND BALANCE / NET POSITION

Fund No. Fund Description	Preliminary Fund Balance / Net Position 12/31/2020	Estimated Revenues FY 2021	Estimated Expenditures FY 2021	Change in Fund Balance / Net Position FY 2021	Preliminary Fund Balance / Net Position 12/31/2021	% Change
100 General	12,017,208	18,948,129	20,590,361	(1,642,232)	10,374,976	-13.7% a
300 Debt Service	39,915	2,245,286	2,246,436	(1,150)	38,765	-2.9%
210 Motor Fuel Tax	1,158,886	1,708,400	1,338,750	369,650	1,528,536	31.9% b
240 Fire Services	4,281,484	1,851,762	891,450	960,312	5,241,796	22.4% c
250 Central Business District TIF	758,786	463,200	230,370	232,830	991,616	30.7% d
260 Roosevelt Road TIF	248,885	145,100	25,370	119,730	368,615	48.1% e
270 Forfeiture	(137,169)	4,000	136,000	(132,000)	(269,169)	96.2% f
Total Special Revenue Funds	6,310,872	4,172,462	2,621,940	1,550,522	7,861,394	24.6%
200 Corporate Reserve	612,319	600	59,230	(58,630)	553,689	-9.6%
400 Capital Projects	22,857,995	9,652,266	14,832,284	(5,180,018)	17,677,977	-22.7% g
450 Facilities Maintenance Reserve	513,541	378,750	830,000	(451,250)	62,291	-87.9% h
Total Capital Projects Funds	23,983,855	10,031,616	15,721,514	(5,689,898)	18,293,957	-23.7%
500 Water & Sewer	81,380,456	13,694,575	17,342,867	(3,648,292)	77,732,164	-4.5%
530 Parking	3,590,319	4,850,323	4,928,135	(77,812)	3,512,507	-2.2%
540 Residential Solid Waste	503,783	1,752,800	1,713,300	39,500	543,283	7.8%
550 Village Links / Reserve 22	19,790,067	5,844,850	6,002,300	(157,450)	19,632,617	-0.8%
Total Enterprise Funds	105,264,625	26,142,548	29,986,602	(3,844,054)	101,420,571	-3.7%
600 Insurance	2,251,777	3,457,086	3,758,070	(300,984)	1,950,793	-13.4% i
650 Equipment Services	7,318,334	1,543,100	2,556,380	(1,013,280)	6,305,054	-13.8% j
Total Internal Service Funds	9,570,111	5,000,186	6,314,450	(1,314,264)	8,255,847	-13.7%
900 Police Pension	33,111,771	4,587,000	2,761,725	1,825,275	34,937,046	5.5%
ALL FUNDS	190,298,357	71,127,227	80,243,028	(9,115,801)	181,182,556	-4.8%

Fund Balance: The difference between fund assets and fund liabilities in a governmental fund.

Net Position: The difference between fund assets and fund liabilities in a proprietary fund.

- a. Covid-19 will decrease the Village's revenue streams in 2020.
- b. The State of Illinois capital bill increased MFT revenues by an estimated 50%, beginning September 2019.
- c. The fund will build up vehicle and facility reserves in FY20.
- d. Increment is anticipated to increase in FY20.
- e. Increment is anticipated to increase in FY20.
- f. Some differences exist on the cash basis budget versus the accrual basis fund balance which are reconciled in the audit process. The Village can only spend those funds which it has received. Please refer to the cash reserve schedule.
- g. The fund will transfer monies into the parking fund in 2020 to pay for the CBD parking garage.
- h. Several projects planned for FY20 were deferred to FY21.
- i. A transfer out of \$200,000 was made to other funds to offset the cost of health insurance to the departments.
- j. A transfer out of \$300,000 was made to offset the cost of vehicle maintenance to the departments.

VILLAGE OF GLEN ELLYN
SCHEDULE OF PROJECTED CHANGES IN CASH RESERVES

Fund No. Fund Description	Cash Available 1/1/2020	Preliminary Inflow / (Outflow) FY20	Budgeted Inflow / (Outflow) FY21	Projected Available 12/31/2021	Cash Reserve Policy Level	Projected Above Reserve Policy 12/31/2021
100 General ¹	10,014,717	1,032,210	(1,642,232)	9,404,695	6,143,000	3,261,695
300 Debt Service	41,130	(665)	(1,150)	39,315	N/A	N/A
210 Motor Fuel Tax	1,020,417	131,528	369,650	1,521,595	N/A	N/A
240 Fire Services	3,275,617	727,905	960,312	4,963,834	N/A	N/A
250 Central Business District TIF	499,835	281,630	232,830	1,014,295	N/A	N/A
260 Roosevelt Road TIF	121,885	127,000	119,730	368,615	N/A	N/A
270 Forfeiture	323,924	(191,900)	(132,000)	24	N/A	N/A
Total Special Revenue Funds	5,241,678	1,076,163	1,550,522	7,868,363	N/A	N/A
200 Corporate Reserve	30,086	548,771	(58,630)	520,227	N/A	N/A
400 Capital Projects	20,540,631	2,089,974	(5,180,018)	17,450,587	N/A	N/A
450 Facilities Maintenance Reserve	523,285	100,250	(451,250)	172,285	N/A	N/A
Total Capital Projects Funds	21,094,002	2,738,995	(5,689,898)	18,143,099	N/A	N/A
500 Water & Sewer ²	17,587,391	2,171,416	(3,648,292)	16,110,515	2,408,000	13,702,515
530 Parking ³	1,707,862	(170,889)	(77,812)	1,459,161	79,600	1,379,561
540 Residential Solid Waste ³	635,740	(107,225)	39,500	568,015	428,325	139,690
550 Village Links / Reserve 22 ⁴	532,150	(195,018)	(157,450)	179,682	1,234,000	(1,054,318)
Total Enterprise Funds	20,463,143	1,698,284	(3,844,054)	18,317,373	4,149,925	14,167,448
600 Insurance	1,669,309	(43,210)	(300,984)	1,325,115	N/A	N/A
650 Equipment Services	5,029,354	172,855	(1,013,280)	4,188,929	N/A	N/A
Total Internal Service Funds	6,698,663	129,645	(1,314,264)	5,514,044	N/A	N/A
900 Police Pension	32,743,163	303,110	1,825,275	34,871,548	N/A	N/A

Cash Reserve Policies for 2021:

General Fund:	30% of operating expenditures
Water & Sewer	Reserve policy level increased annually by CPI
Parking	25% of operating expenses
Residential Solid Waste	25% of operating expenses
Village Links/Reserve 22	25% of operating expenses
All Other Funds	No specific policy set. The use of the funds are 100% reserved for specific programs or functions.

Notes:

- \$2 million of the amount over reserve policy is committed for future capital projects (parking garage, CBD street and streetscape and train station/pedestrian underpass.) Amount is anticipated to be used in 2021 in the Five Year Capital Forecast.
- Amounts over reserve policy are dedicated to capital projects. Please see the 5 year capital forecast in the Capital section of the budget.
- Amounts over reserve policy are dedicated to capital items.
- After two poor weather years and replacement of some necessary capital items, the Village Links/Reserve 22 Fund is below its policy level. Management and the Village Board are closely monitoring this fund and plan to rebuild the reserves. In 2023, approximately \$300,000 of debt service will sunset, which will help the fund's financial position.

VILLAGE OF GLEN ELLYN
SUMMARY OF EXPENSES/EXPENDITURES BY DEPARTMENT

	2020	2020	2020	2021	2021
	BUDGET	REVISED BUDGET	PROJECTION	BUDGET	% CHG 2020 ORG BUD
Administration					
General Fund					
Village Board & Clerk	113,500	113,500	107,871	115,249	1.5%
Village Manager's Office	792,645	792,645	1,219,150	1,279,345	61.4%
Facilities Maintenance	839,385	839,385	794,760	839,015	0.0%
Information Technology	652,170	652,170	872,650	730,265	12.0%
Senior Services	90,850	90,850	90,125	93,600	3.0%
History Park	27,180	27,180	26,170	28,850	6.1%
Law	326,630	326,630	357,330	324,605	-0.6%
Economic Development	642,480	642,480	434,350	544,580	-15.2%
Central Business District TIF Fund	135,370	148,870	160,370	230,370	70.2%
Roosevelt Road TIF Fund	25,370	25,370	12,000	25,370	0.0%
Residential Solid Waste Fund	1,705,700	1,705,700	1,811,550	1,713,300	0.4%
Facilities Maintenance Reserve Fund	431,500	618,500	278,500	830,000	92.4%
Corporate Reserve Fund	15,000	15,000	23,255	59,230	294.9%
Total Administration	5,797,780	5,998,280	6,188,081	6,813,779	17.5%
Finance					
General Fund					
Finance - Administration	652,740	659,940	593,336	600,590	-8.0%
Finance - Cashiers Office	335,275	335,275	313,238	339,124	1.1%
Debt Service Fund	2,475,976	2,475,976	2,133,526	2,246,436	-9.3%
Insurance Fund	3,442,070	3,442,070	3,475,000	3,758,070	9.2%
Police Pension Fund	2,679,275	2,679,275	2,686,690	2,761,725	3.1%
Total Finance	9,585,336	9,592,536	9,201,790	9,705,945	1.3%
Community Development					
General Fund					
Planning	585,500	585,500	577,300	591,200	1.0%
Building	1,247,400	1,247,400	1,243,039	1,404,900	12.6%
Total Community Development	1,832,900	1,832,900	1,820,339	1,996,100	8.9%
Police					
General Fund					
Police Administration	1,484,703	1,484,703	1,431,285	1,366,750	-7.9%
Police Operations	6,399,361	6,469,361	6,392,100	7,072,848	10.5%
Police Investigations	1,281,708	1,281,708	1,237,300	1,322,320	3.2%
Forfeiture Fund	-	-	278,400	136,000	0.0%
Total Police	9,165,772	9,235,772	9,339,085	9,897,918	8.0%
Fire/EMS					
General Fund					
Fire	339,860	339,860	313,100	343,980	1.2%
EMS	500,075	500,075	534,820	514,800	2.9%
Fire Services Fund	1,418,428	1,498,428	1,109,675	891,450	-37.2%
Total Fire/EMS	2,258,363	2,338,363	1,957,595	1,750,230	-22.5%
Public Works					
General Fund					
Administration	813,549	817,896	794,532	807,355	-0.8%
Streets	1,329,095	1,330,060	1,235,545	1,306,160	-1.7%
Forestry	1,103,135	1,113,964	824,649	964,825	-12.5%
Parking Fund	16,238,960	16,268,738	11,960,512	4,928,135	-69.7%
Water & Sewer Fund	19,250,425	20,238,383	12,656,484	17,342,867	-9.9%
Equipment Services Fund	1,477,680	1,625,847	1,550,645	2,556,380	73.0%
Capital Projects Fund	27,446,761	30,596,612	16,463,732	14,832,284	-46.0%
Motor Fuel Tax Fund	848,188	979,454	1,519,872	1,338,750	57.8%
Total Public Works	68,507,793	72,970,954	47,005,971	44,076,756	-35.7%
Village Links/Reserve 22	5,720,748	5,720,748	4,822,997	6,002,300	4.9%
GRAND TOTAL	102,868,692	107,689,553	80,335,858	80,243,028	-22.0%

VILLAGE OF GLEN ELLYN
 FISCAL YEAR 2021 BUDGET
 PERSONNEL SCHEDULE

VILLAGE BOARD & CLERK

<u>Classification</u>	<u>Status</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>	<u>FY19 Budgeted Employees</u>	<u>FY20 Budgeted Employees</u>	<u>FY21 Budgeted Employees</u>
Village President	elected**	1.00	1.00	1.00	1.00	1.00
Village Trustee	elected**	6.00	6.00	6.00	6.00	6.00
Village Clerk	elected**	1.00	1.00	1.00	1.00	1.00
TOTAL EMPLOYEES** (Full-time Equivalents)		-	-	-	-	-
Full-time Number of Positions		0	0	0	0	0
Part-time Number of Positions		0	0	0	0	0
Elected Positions		8	8	8	8	8

¹ The Executive Assistant/Deputy Clerk is a full time position and is housed in the Village Manager's Office. However, 3/4 of the position is dedicated to serving the Village Manager's Department and 1/4 of the position is dedicated to serving the Village Board. Thus, 1/4 of the associated personnel costs are charged to the Village Board and Clerk function.

² The Administrative Assistant position is housed in the Village Manager's Office. The position is divided 1/4 Village Board, 1/4 Village Manager's Department and 1/4 Law Department.. Thus, 1/4 of the associated personnel costs are charged to the Village Board and Clerk function.

** Elected officials are not employees and are not included in the Village's Classification and Pay Plan.

VILLAGE OF GLEN ELLYN
 FISCAL YEAR 2021 BUDGET
 PERSONNEL SCHEDULE

VILLAGE MANAGER'S OFFICE

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	FY17	FY18	FY19	FY20	FY21
			<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>
Village Manager	FT	Z	1.00	1.00	1.00	1.00	1.00
Assistant Village Manager	FT	U	1.00	1.00	1.00	1.00	1.00
Communications Coordinator	PT	K	0.70	0.70	0.70	0.70	0.70
Webmaster/Social Media Specialist	PT	B	-	0.50	-	-	-
Economic Development Coordinator	PT	J	0.75	0.75	0.75	1.00	0.75
Executive Assistant/Deputy Clerk ¹	FT	H	0.75	1.00	1.00	1.00	1.00
Human Resources Generalist ²	PT	J	-	0.70	0.70	0.70	0.70
Administrative Clerk II (2) ²	PT	B	1.00	1.00	-	-	-
Administrative Assistant II	PT	F	0.70	0.45	0.70	0.70	0.70
Administrative Intern	PT	N/A	0.50	0.50	0.50	0.50	0.50
Multimedia Intern	PT	N/A	-	-	0.05	-	-
TOTAL EMPLOYEES (Full-time Equivalents)			<u>6.40</u>	<u>7.60</u>	<u>6.40</u>	<u>6.60</u>	<u>6.35</u>
Full-time Number of Positions			3	3	3	4	3
Part-time Number of Positions			6	7	6	4	5

¹ The Executive Assistant/Deputy Clerk is a full time position. However, 3/4 of the position is dedicated to serving the Village Manager's Department and 1/4 of the position is dedicated to serving the Village Board. This position is housed in the Village Manager's Office.

² As part of a restructuring of the Village Manager's Office in FY18, the HR Generalist position was added to address increased HR needs. The two Administrative Clerk II positions were eliminated and tasks delegated to other positions within the Village Manager's Office or the Cashiers Office (Finance).

VILLAGE OF GLEN ELLYN
 FISCAL YEAR 2021 BUDGET
 PERSONNEL SCHEDULE

INFORMATION TECHNOLOGY

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	FY17	FY18	FY19	FY20	FY21
			<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>
Information Technology Manager	FT	S	1.00	1.00	1.00	1.00	1.00
Systems Engineer	FT	Q	-	-	1.00	1.00	1.00
Municipal Producer ¹	PT	E	-	-	0.13	0.45	0.45
Multimedia Specialist	PT	J	0.70	-	-	-	-
Multimedia Intern	PT	N/A	0.40	0.40	-	-	-
TOTAL EMPLOYEES (Full-time Equivalents)			<u>2.10</u>	<u>1.40</u>	<u>2.13</u>	<u>2.45</u>	<u>2.45</u>
Full-time Number of Positions			1	1	2	2	2
Part-time Number of Positions			2	1	1	1	1

¹ In FY19, the Multimedia Producer replaced the Multimedia Specialist position.

VILLAGE OF GLEN ELLYN
 FISCAL YEAR 2021 BUDGET
 PERSONNEL SCHEDULE

LAW

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	FY17	FY18	FY19	FY20	FY21
			<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>
Village Attorney	FT	Z	1.00	1.00	1.00	1.00	1.00
Executive Assistant/Deputy Clerk ¹	FT	H	0.25	-	-	-	-
TOTAL EMPLOYEES (Full-time Equivalents)			1.25	1.00	1.00	1.00	1.00
Full-time Number of Positions			1	1	1	1	1

Note: The Law department has one supporting employee that is housed in the Village Manager's Office. The Administrative Assistant is a part time employee and is divided 1/4 Village Board, 1/4 Village Manager's Department and 1/2 Law Department..

¹ The Executive Assistant/Deputy Clerk was split 75% Village Manager/25% Law. That position is now split 75% Village Manager/25% Village Board & Clerk

* Information regarding salary ranges can be found in the Budget Overview section.

VILLAGE OF GLEN ELLYN
 FISCAL YEAR 2021 BUDGET
 PERSONNEL SCHEDULE

SENIOR SERVICES

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	FY17	FY18	FY19	FY20	FY21
			<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>
Senior Services Coordinator (2)	PT	H	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
TOTAL EMPLOYEES (Full-time Equivalents)			<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Full-time Number of Positions			-	-	-	-	-
Part-time Number of Positions			2	2	2	2	2

VILLAGE OF GLEN ELLYN
 FISCAL YEAR 2021 BUDGET
 PERSONNEL SCHEDULE

FACILITIES MAINTENANCE DIVISION

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	FY17	FY18	FY19	FY20	FY21
			<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>
Facilities Manager	FT	N	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	FT	E	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II	PT	F	0.48	0.48	0.48	0.48	0.48
Custodian II (2) ¹	PT	A	-	0.75	0.75	0.75	1.50
Custodian III (5) ¹	PT	A	<u>2.85</u>	<u>2.10</u>	<u>2.55</u>	<u>2.55</u>	<u>2.10</u>
TOTAL EMPLOYEES (Full-time Equivalents)			<u>5.33</u>	<u>5.33</u>	<u>5.78</u>	<u>5.78</u>	<u>6.08</u>
Full-time Number of Positions			2	2	2	2	2
Part-time Number of Positions			7	7	8	8	8

¹ In FY21, a Custodian III will be changed to Custodian II to address additional custodial needs at the Civic Center as a result of the pandemic.

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2021 BUDGET
PERSONNEL SCHEDULE

FINANCE DEPARTMENT

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	FY17	FY18	FY19	FY20	FY21
			<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>
Administration & Operations							
Finance Director	FT	V	1.00	1.00	1.00	1.00	1.00
Assistant Finance Director	FT	P	1.00	1.00	1.00	1.00	1.00
Staff Accountant	FT	I	-	-	1.00	1.00	1.00
Payroll & Accounting Specialist	FT	I	1.00	1.00	-	-	-
Payroll Specialist ³	FT	F	-	-	1.00	1.00	-
Accounts Payable Coordinator	PT	D	0.60	0.60	0.50	0.60	0.60
Business Office Coordinator	PT	F	0.45	0.60	0.60	0.60	0.60
Cashiers Office							
Accounts Manager	FT	J	1.00	1.00	1.00	1.00	1.00
Accounts Receivable Specialist (4)	PT	D	1.80	1.92	1.92	1.92	1.92
Billing Specialist II ¹	PT	D	-	-	-	0.75	0.75
Billing Specialist (2)	PT	D	1.80	1.80	1.80	0.96	0.96
Water Meter Readers (3) ²	PT	N/A	1.00	1.00	1.00	-	-
TOTAL EMPLOYEES (Full-time Equivalents)			<u>9.65</u>	<u>9.92</u>	<u>10.82</u>	<u>9.83</u>	<u>8.83</u>
Full-time Number of Positions			4	4	5	5	4
Part-time Number of Positions			15	15	15	9	9

1 Two part-time (20 hour) employees were combined into one part-time (30 hour) employee.

2 Positions phased out with installation of radio wave technology.

3 The Payroll Specialist Position was frozen as vacant in 2021.

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2021 BUDGET
PERSONNEL SCHEDULE

COMMUNITY DEVELOPMENT DEPARTMENT

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>	<u>FY19 Budgeted Employees</u>	<u>FY20 Budgeted Employees</u>	<u>FY21 Budgeted Employees</u>
Planning							
Community Development Director	FT	U	1.00	1.00	1.00	1.00	1.00
Planning Manager	FT	M	-	-	-	-	1.00
Planner with AICP Cert	FT	K	-	-	-	-	1.00
Planner	FT	J	1.00	1.00	2.00	2.00	-
Associate Planner	FT	H	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	FT	F	1.00	1.00	1.00	1.00	1.00
Administrative Clerk	PT	D	0.70	1.00	1.00	-	-
Administrative Clerk II ⁵	PT	B	-	-	-	0.48	-
Planning Intern (1) ¹	PT	N/A	1.00	0.50	0.50	0.50	0.50
Building							
Building & Zoning Official	FT	P	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer ²	FT	Q	-	-	1.00	1.00	1.00
Sr. Building Inspector	FT	N	-	-	-	1.00	-
Inspection Manager	FT	M	-	-	-	-	1.00
Plan Examiner	FT	J	1.00	1.00	1.00	1.00	1.00
Building Inspector	FT	J	2.00	2.00	2.00	2.00	1.00
Stormwater Engineer ²	PT	J	0.75	0.75	-	-	-
Permit Coordinator	FT	I	-	-	-	-	1.00
Fire Inspector (2) ⁴	PT	G	-	-	1.00	1.00	1.00
Permit Clerk FT ³	FT	D	-	-	1.00	1.00	1.00
Permit Clerk PT (1) ³	PT	D	2.00	1.88	1.00	1.20	0.70
Property Site Inspector (1)	PT	B	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
TOTAL EMPLOYEES (Full-time Equivalents)			<u>12.95</u>	<u>12.63</u>	<u>15.00</u>	<u>15.68</u>	<u>14.70</u>
Full-time Number of Positions			8	9	11	12	12
Part-time Number of Positions			9	7	6	7	5

1 In FY18, the number of planning interns was reduced from two interns to one.

2 In FY19, the PT Stormwater Engineer was converted to a FT Sr. Civil Engineer

3 In FY19 , 2 PT permit clerks were converted to 1 FT permit clerk.

4 Fire inspections were done by the Volunteer Fire Company. Starting in FY18, these were brought inside the Village's Building department and were included in the FY19 budget.

5 The Administrative Clerk II position was frozen for 2021.

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2021 BUDGET
PERSONNEL SCHEDULE

POLICE DEPARTMENT

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>	<u>FY19 Budgeted Employees</u>	<u>FY20 Budgeted Employees</u>	<u>FY21 Budgeted Employees</u>
Administration							
Police Chief	FT	V	1.00	1.00	1.00	1.00	1.00
Deputy Chief ¹	FT	T	1.00	1.00	-	-	-
Police Sergeant	FT	P	1.00	1.00	1.00	1.00	1.00
Property Officer	FT	G	1.00	1.00	1.00	1.00	1.00
Records Supervisor/Tech	FT	L	1.00	1.00	1.00	1.00	1.00
Police Program Coordinator ¹	FT	K	-	-	1.00	1.00	-
Administrative Assistant II	PT	F	0.60	0.60	0.60	0.60	0.60
Records Clerk (4)	FT	D	4.00	4.00	4.00	4.00	4.00
Records Clerk (5)	PT	D	2.75	2.75	2.75	2.75	2.75
Community Service Officer (1)	PT	E	0.45	0.45	0.45	0.45	0.45
Operations							
Assistant Chief of Police ²	FT	T	1.00	1.00	-	-	-
Deputy Chief ²	FT	T	-	-	1.00	1.00	1.00
Police Sergeant	FT	P	5.00	5.00	5.00	5.00	5.00
Police Officer**	FT	Contract	25.00	25.00	24.00	26.00	26.00
Community Service Officer	FT	E	2.00	2.00	2.00	2.00	2.00
Community Service Officer (1)	PT	E	0.45	0.45	0.45	0.45	0.45
Crossing Guards	PT	Daily Rate	7 locations	7 locations	7 locations	7 locations	7 locations
Investigations							
Police Sergeant	FT	P	1.00	1.00	2.00	2.00	2.00
Investigative Aide	PT	G	0.60	0.60	0.60	0.60	0.60
Police Officer**	FT	Contract	5.00	5.00	5.00	4.00	4.00
TOTAL EMPLOYEES (Full-time Equivalents)			<u>52.85</u>	<u>52.85</u>	<u>52.85</u>	<u>53.85</u>	<u>52.85</u>
Full-time Number of Positions**			48	48	48	49	48
Part-time Number of Positions			17	17	17	17	17

¹ In FY19, the Assistant Chief of Police position was reclassified as a Deputy Chief position and the Deputy Chief position was changed to a Police Program Coordinator Position. The Coordinator position is frozen as vacant in 2021.

² In FY19, the DEA officer was promoted to Sergeant, increasing the number of Sgts to 8. This also reduced the number of officers by 1.

³ In FY2020 & 2021 an additional officer position is budgeted. It is also budgeted to overhire by two officers. However; this is not added to the authorized strength.

VILLAGE OF GLEN ELLYN
 FISCAL YEAR 2021 BUDGET
 PERSONNEL SCHEDULE

FIRE SERVICES FUND

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>	<u>FY19 Budgeted Employees</u>	<u>FY20 Budgeted Employees</u>	<u>FY21 Budgeted Employees</u>
Administrative Clerk II (1) ¹	PT	B	1.00	0.50	0.50	-	-
TOTAL EMPLOYEES (Full-time Equivalents)			1.00	0.50	0.50	-	-
Full-time Number of Positions			-	-	-	-	-
Part-time Number of Positions			2	1	1	-	-

¹ The department had budgeted for two part-time Administrative Clerk II positions in FY15-FY17, but the second position was never filled. Therefore, the number of positions was reduced by one. In FY20, the Administrative Clerk is paid for by the Glen Ellyn Volunteer Fire Company.

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2021 BUDGET
PERSONNEL SCHEDULE

PUBLIC WORKS DEPARTMENT

Classification	Status	Salary Range*	FY17	FY18	FY19	FY20	FY21
			Budgeted Employees	Budgeted Employees	Budgeted Employees	Budgeted Employees	Budgeted Employees
<u>Administration & Engineering Division</u>							
Public Works Director	FT	V	1.00	1.00	1.00	1.00	1.00
Assistant Public Works Director	FT	S	1.00	1.00	1.00	1.00	1.00
Registered Professional Engineer	FT	T	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer	FT	Q	1.00	1.00	1.00	1.00	1.00
Civil Engineer	FT	O	1.00	1.00	1.00	1.00	1.00
Part-time Engineer	PT	K	0.46	0.46	0.46	0.46	0.46
Utilities Inspector	FT	J	1.00	1.00	1.00	1.00	1.00
Engineering Intern	PT	N/A	0.21	0.21	0.21	-	-
Administrative Assistant II	FT	F	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	PT	F	0.50	0.50	0.25	-	-
Administrative Assistant I	FT	D	-	-	-	1.00	1.00
Administrative Assistant I	PT	D	-	-	0.48	-	-
			8.17	8.17	8.40	8.46	8.46
<u>Operations Division (Utility, Streets/Forestry)</u>							
Street/Forestry Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Utilities Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Sr Water Plant Operator	FT	L	1.00	1.00	1.00	1.00	1.00
Water Plant Operator I	FT	I	1.00	1.00	1.00	1.00	1.00
Crew Leader II	FT	J	-	-	-	4.00	4.00
Crew Leader I	FT	I	4.00	4.00	4.00	-	-
Customer Service Worker	FT	G	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III	FT	G	1.00	1.00	1.00	2.00	2.00
Maintenance Worker II	FT	F	3.00	3.00	3.00	4.00	4.00
Maintenance Worker I	FT/PT	E	7.40	7.40	7.40	5.40	5.40
Seasonal Staff (44)	PT	N/A	3.57	3.57	3.57	3.57	3.57
			23.97	23.97	23.97	23.97	23.97
<u>Equipment Services Division</u>							
Equipment Services Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic II	FT	J	2.00	2.00	2.00	1.00	1.00
Equipment Mechanic III	FT	K	-	-	-	1.00	1.00
Fleet Assistant I	PT	E	0.40	0.40	0.40	0.48	0.48
			3.40	3.40	3.40	3.48	3.48
TOTAL EMPLOYEES (Full-time Equivalents)			35.54	35.54	35.77	35.91	35.91
Full-time Number of Positions			30	30	30	31	31
Part-time Number of Positions			48	48	48	47	47

VILLAGE OF GLEN ELLYN
 FISCAL YEAR 2021 BUDGET
 PERSONNEL SCHEDULE

PUBLIC WORKS DEPARTMENT - ADMINISTRATION/ENGINEERING

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>	<u>FY19 Budgeted Employees</u>	<u>FY20 Budgeted Employees</u>	<u>FY21 Budgeted Employees</u>
Public Works Director	FT	V	1.00	1.00	1.00	1.00	1.00
Assistant Public Works Director	FT	S	1.00	1.00	1.00	1.00	1.00
Registered Professional Engineer	FT	T	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer	FT	Q	1.00	1.00	1.00	1.00	1.00
Civil Engineer	FT	O	1.00	1.00	1.00	1.00	1.00
Utilities Inspector	FT	J	1.00	1.00	1.00	1.00	1.00
Reg Pro Engineer PT	PT	K	0.46	0.46	0.46	0.46	0.46
Engineering Intern	PT	N/A	0.21	0.21	0.21	-	-
Administrative Assistant II	FT	F	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	PT	F	0.50	0.50	0.25	-	-
Administrative Assistant I ¹	FT	D	-	-	-	1.00	1.00
Administrative Assistant I	PT	D	-	-	0.46	-	-
TOTAL EMPLOYEES (Full-time Equivalents)			<u>8.17</u>	<u>8.17</u>	<u>8.38</u>	<u>8.46</u>	<u>8.46</u>

Full-time Number of Positions	7	7	7	8	8
Part-time Number of Positions	3	3	4	1	1

¹ In FY20, two part-time administrative positions were combined into one full-time employee.

This schedule represents all of Public Works. Some positions or parts of positions are allocated to the Water & Sewer Fund. Please see the detailed footnotes for position allocation.

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2021 BUDGET
PERSONNEL SCHEDULE

PUBLIC WORKS DEPARTMENT - OPERATIONS DIVISION

Classification	Status	Salary Range*	FY17	FY18	FY19	FY20	FY21
			Budgeted Employees	Budgeted Employees	Budgeted Employees	Budgeted Employees	Budgeted Employees
Street/Forestry Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Utilities Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Sr Water Plant Operator	FT	L	1.00	1.00	1.00	1.00	1.00
Crew Leader II - Forestry	FT	J	-	-	1.00	1.00	1.00
Crew Leader II - Street	FT	J	-	-	1.00	1.00	1.00
Crew Leader II - Utilities	FT	J	-	1.00	1.00	2.00	2.00
Water Plant Operator I	FT	I	1.00	1.00	1.00	1.00	1.00
Crew Leader I	FT	I	4.00	-	-	-	-
Crew Leader I - Forestry	FT	I	-	1.00	-	-	-
Crew Leader I - Street	FT	I	-	1.00	-	-	-
Crew Leader I - Utilities	FT	I	-	1.00	1.00	-	-
Customer Service Worker	FT	G	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III	FT	G	1.00	-	-	-	-
Maintenance Worker III - Forestry	FT	G	-	-	-	1.00	1.00
Maintenance Worker III - Street	FT	G	-	1.00	1.00	1.00	1.00
Maintenance Worker III - Utilities	FT	G	-	-	-	-	-
Maintenance Worker II	FT	F	3.00	-	-	-	-
Maintenance Worker II - Forestry	FT	F	-	1.00	2.00	1.00	1.00
Maintenance Worker II - Street	FT	F	-	1.00	1.00	1.00	1.00
Maintenance Worker II - Utilities	FT	F	-	1.00	1.00	2.00	2.00
Maintenance Worker I	FT	E	7.40	-	-	-	-
Maintenance Worker I - Forestry	FT	E	-	2.00	1.00	1.00	1.00
Maintenance Worker I - Street	FT	E	-	1.40	1.40	1.40	1.40
Maintenance Worker I - Utilities	FT	E	-	4.00	4.00	3.00	3.00
Forestry Intern	PT	N/A	-	-	-	-	-
Seasonal Staff (44)	PT	N/A	<u>3.57</u>	<u>3.57</u>	<u>3.57</u>	<u>3.57</u>	<u>3.57</u>
TOTAL EMPLOYEES (Full-time Equivalents)			<u>23.97</u>	<u>23.97</u>	<u>23.97</u>	<u>23.97</u>	<u>23.97</u>
Full-time Number of Positions			20	20	20	20	20
Part-time Number of Positions			45	45	45	45	45

Note: Positions are broken out for FY18 to show greater detail on what part of operations each position serves. This does not represent a change in operations or organization structure. This schedule represents all of Public Works.

VILLAGE OF GLEN ELLYN
 FISCAL YEAR 2021 BUDGET
 PERSONNEL SCHEDULE

PUBLIC WORKS DEPARTMENT - EQUIPMENT SERVICES

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>	<u>FY19 Budgeted Employees</u>	<u>FY20 Budgeted Employees</u>	<u>FY21 Budgeted Employees</u>
Equipment Services Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic III	FT	K	-	-	1.00	1.00	1.00
Equipment Mechanic II	FT	J	2.00	2.00	1.00	1.00	1.00
Fleet Assistant I	PT	E	0.40	0.40	0.40	0.48	0.48
TOTAL EMPLOYEES (Full-time Equivalents)			<u>3.40</u>	<u>3.40</u>	<u>3.40</u>	<u>3.48</u>	<u>3.48</u>
Full-time Number of Positions			3	3	3	3	3
Part-time Number of Positions			1	1	1	1	1

¹ In FY19, an Equipment Mechanic II is promoted to an Equipment Mechanic III.

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2021 BUDGET
PERSONNEL SCHEDULE

VILLAGE LINKS/RESERVE 22

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>	<u>FY19 Budgeted Employees</u>	<u>FY20 Budgeted Employees</u>	<u>FY21 Budgeted Employees</u>
Administration							
General Manager	FT	S	1.00	1.00	1.00	1.00	1.00
Marketing Strategist	PT	H	-	-	0.45	0.60	0.60
Marketing Coordinator	PT	E	-	0.45	-	-	-
			1.00	1.45	1.45	1.60	1.60
Grounds							
Golf Course Superintendent	FT	O	1.00	1.00	1.00	1.00	1.00
Assistant Golf Course Superintendent	FT	I	1.00	1.00	1.00	1.00	1.00
Grounds Supervisor I	FT	B	-	1.00	1.00	1.00	1.00
Grounds Worker I	FT	A	3.00	2.00	2.00	2.00	2.00
Grounds Supervisor II	PT	AH	0.50	0.50	0.50	0.50	0.50
Grounds Worker II	PT	AD	0.10	0.10	0.10	0.10	0.10
Senior Grounds Technician II	PT	AF	1.30	1.30	1.30	1.30	1.30
Grounds Technician II	PT	AF	1.90	1.90	1.90	1.90	1.90
Specialized Laborer II	PT	AE	2.50	2.50	2.50	2.50	2.50
Grounds Worker III	PT	AD	0.50	0.50	0.50	0.50	0.50
Sr. Grounds Technician III	PT	AF	-	-	-	-	-
Specialized Laborer III	PT	AE	2.40	2.40	2.40	2.40	2.40
			14.20	14.20	14.20	14.20	14.20
Golf							
Director of Golf	FT	M	1.00	1.00	1.00	1.00	1.00
Head Golf Professional	FT	I	1.00	1.00	1.00	1.00	1.00
Assistant Golf Professional	FT	H	-	-	-	-	-
Assistant Golf Professional II	PT	A	3.20	3.20	3.20	3.20	3.20
Assistant Golf Professional III	PT	A	-	-	1.00	1.00	1.00
Golf Service Supervisor II	PT	AI	0.60	0.60	0.60	0.60	0.60
Golf Service Supervisor III	PT	AI	0.40	0.40	0.40	0.40	0.40
Housekeeping III	PT	AG	0.40	0.40	0.40	0.40	0.40
Cashier III	PT	AB	2.10	2.10	2.10	2.10	2.10
Starter/Ranger III	PT	AB	2.40	2.40	2.40	2.40	2.40
Outside Services Attendant III	PT	AB	1.80	1.80	1.80	1.80	1.80
			12.90	12.90	13.90	13.90	13.90

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2021 BUDGET
PERSONNEL SCHEDULE

VILLAGE LINKS/RESERVE 22

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>	<u>FY19 Budgeted Employees</u>	<u>FY20 Budgeted Employees</u>	<u>FY21 Budgeted Employees</u>
Reserve 22							
Food & Beverage Director	FT	L	-	1.00	1.00	1.00	1.00
Executive Chef / Dir. Of Food & Bev	FT	L	1.00	-	-	-	-
Executive Chef	FT	H	-	1.00	1.00	1.00	1.00
Restaurant Manager	FT	B	-	-	1.00	1.00	1.00
Sous Chef	FT	C	1.00	1.00	1.00	1.00	1.00
Assistant Restaurant Manager	FT	AL	1.00	-	-	-	-
Event Planning & Sales Coordinator	FT	AL	1.00	1.00	1.00	1.00	1.00
Floor Supervisors	PT	AK	-	-	-	-	-
Wedding Planner	PT	AK	-	-	0.10	0.10	0.10
Supervisor II	PT	AI	1.90	1.90	1.90	1.90	1.90
Kitchen Coordinator II	PT	AI	0.70	0.70	0.70	0.70	0.70
Cook II	PT	AH	5.60	5.00	5.00	5.00	5.00
Busser II	PT	AB	1.70	1.70	1.70	1.70	1.70
Dishwasher II	PT	AC	1.30	1.30	1.30	1.30	1.30
Lead Server II	PT	AB	0.40	0.40	0.40	0.40	0.40
Server II	PT	AA	2.00	2.00	2.00	2.00	2.00
Bartender II	PT	AA	0.90	0.90	0.90	0.90	0.90
Banquet Captain II	PT	AI	0.40	0.40	0.40	0.40	0.40
Banquet Server II	PT	AA	0.30	0.30	0.30	0.30	0.30
Banquet Bartender II	PT	AA	0.30	0.30	0.30	0.30	0.30
Concession Worker II	PT	AB	0.30	0.30	0.30	0.30	0.30
Valet Attendent II	PT	AE	-	-	0.10	0.10	0.10
Supervisor III	PT	AI	0.50	0.50	0.50	0.50	0.50
Cook III	PT	AH	2.40	2.40	2.40	2.40	2.40
Dishwasher III	PT	AC	0.50	0.50	0.50	0.50	0.50
Busser III	PT	AB	5.10	5.10	5.10	5.10	5.10
Host III	PT	AC	2.10	2.10	2.10	2.10	2.10
Server III	PT	AA	2.90	2.90	2.90	2.90	2.90
Bartender III	PT	AA	2.20	2.20	2.20	2.20	2.20
Concession Worker III	PT	AB	1.30	1.30	1.30	1.30	1.30
Valet Attendent III	PT	AE	-	-	0.10	0.10	0.10
			36.80	36.20	37.50	37.50	37.50
TOTAL EMPLOYEES (Full-time Equivalents)			<u>64.90</u>	<u>64.75</u>	<u>67.05</u>	<u>67.20</u>	<u>67.20</u>
Full-time Number of Positions			12	12	13	13	13
Part-time Number of Positions			212	174	174	174	174

* Salary range information can be found in the appendix

Village of Glen Ellyn
Salary Tables - January 1, 2021 through December 31, 2021

CY 21 Salary Schedule Adjustment = 1.0%

Range	Annualized			Hourly 2021		
	Min	Mid	Max			
AA	\$ 13,728	\$ 13,728	\$ 13,728	\$ 6.60	\$ 6.60	\$ 6.60
AB	\$ 22,880	\$ 22,880	\$ 22,880	\$ 11.00	\$ 11.00	\$ 11.00
AC	\$ 22,880	\$ 22,880	\$ 22,880	\$ 11.00	\$ 11.00	\$ 11.00
AD	\$ 22,880	\$ 22,880	\$ 22,880	\$ 11.00	\$ 11.00	\$ 11.00
AE	\$ 22,880	\$ 27,586	\$ 32,293	\$ 11.00	\$ 13.26	\$ 15.53
AF	\$ 22,880	\$ 27,995	\$ 33,110	\$ 11.00	\$ 13.46	\$ 15.92
AG	\$ 22,880	\$ 29,374	\$ 35,869	\$ 11.00	\$ 14.12	\$ 17.24
AH	\$ 24,832	\$ 31,035	\$ 38,760	\$ 11.94	\$ 14.92	\$ 18.63
AI	\$ 28,143	\$ 35,888	\$ 42,204	\$ 13.53	\$ 17.25	\$ 20.29
AJ	\$ 28,988	\$ 36,965	\$ 43,470	\$ 13.94	\$ 17.77	\$ 20.90
AK	\$ 31,300	\$ 40,369	\$ 47,413	\$ 15.05	\$ 19.41	\$ 22.79
AL	\$ 33,110	\$ 42,485	\$ 50,172	\$ 15.92	\$ 20.43	\$ 24.12
A	\$ 37,877	\$ 47,709	\$ 57,518	\$ 18.21	\$ 22.94	\$ 27.65
B	\$ 39,728	\$ 50,072	\$ 60,394	\$ 19.10	\$ 24.07	\$ 29.04
C	\$ 41,734	\$ 52,614	\$ 63,493	\$ 20.06	\$ 25.29	\$ 30.53
D	\$ 43,807	\$ 55,200	\$ 66,592	\$ 21.06	\$ 26.54	\$ 32.02
E	\$ 46,015	\$ 58,009	\$ 70,003	\$ 22.12	\$ 27.89	\$ 33.66
F	\$ 48,333	\$ 60,929	\$ 73,525	\$ 23.24	\$ 29.29	\$ 35.35
G	\$ 50,785	\$ 63,983	\$ 77,181	\$ 24.42	\$ 30.76	\$ 37.11
H	\$ 53,327	\$ 67,194	\$ 81,038	\$ 25.64	\$ 32.30	\$ 38.96
I	\$ 55,980	\$ 70,560	\$ 85,118	\$ 26.91	\$ 33.92	\$ 40.92
J	\$ 58,744	\$ 74,038	\$ 89,331	\$ 28.24	\$ 35.60	\$ 42.95
K	\$ 61,709	\$ 77,783	\$ 93,857	\$ 29.67	\$ 37.40	\$ 45.12
L	\$ 64,831	\$ 81,662	\$ 98,494	\$ 31.17	\$ 39.26	\$ 47.35
PO	\$ 66,093	\$ 84,763	\$ 103,432	\$ 31.78	\$ 40.75	\$ 49.73 **
M	\$ 68,019	\$ 85,698	\$ 103,354	\$ 32.70	\$ 41.20	\$ 49.69
N	\$ 71,430	\$ 89,978	\$ 108,526	\$ 34.34	\$ 43.26	\$ 52.18
O	\$ 75,086	\$ 94,637	\$ 114,189	\$ 36.10	\$ 45.50	\$ 54.90
P	\$ 78,831	\$ 99,319	\$ 119,807	\$ 37.90	\$ 47.75	\$ 57.60
Q	\$ 82,688	\$ 104,179	\$ 125,670	\$ 39.75	\$ 50.09	\$ 60.42
R	\$ 86,901	\$ 109,507	\$ 132,091	\$ 41.78	\$ 52.65	\$ 63.51
S	\$ 91,226	\$ 114,969	\$ 138,690	\$ 43.86	\$ 55.27	\$ 66.68
T	\$ 95,752	\$ 120,654	\$ 145,534	\$ 46.03	\$ 58.01	\$ 69.97
U	\$ 100,590	\$ 126,763	\$ 152,936	\$ 48.36	\$ 60.94	\$ 73.53
V	\$ 105,561	\$ 133,005	\$ 160,449	\$ 50.75	\$ 63.94	\$ 77.14
W	\$ 110,845	\$ 139,671	\$ 168,497	\$ 53.29	\$ 67.15	\$ 81.01
X	\$ 116,396	\$ 146,649	\$ 176,902	\$ 55.96	\$ 70.50	\$ 85.05
Y	\$ 122,237	\$ 154,051	\$ 185,864	\$ 58.77	\$ 74.06	\$ 89.36
Z	\$ 128,301	\$ 161,675	\$ 195,027	\$ 61.68	\$ 77.73	\$ 93.76

**

Police Officers / F.O.P. Contract. The current contract expires October 31, 2022. The budget includes a budgeted rate increase of 2.25% effective November 1, 2020 to October 31, 2021. Actual rates are based upon the negotiated contract.