FISCAL YEAR 2026-27

VILLAGE OF BARTLETT

PROPOSED OPERATING BUDGET

February 20, 2026

The Honorable Village President
and Board of Trustees
Village of Bartlett, Illinois

I am pleased to present for your consideration the Proposed Annual Budget for the fiscal year beginning May 1, 2026, and ending April 30, 2027.

This budget is fiscally balanced and strategically focused. The 2026/27 budget is responsive to the needs of the residents and business community of Bartlett and advances the goals established by the Village Board. It reflects our continued commitment to prudent fiscal management and exceptional service to the community. The proposed budget positions the Village to navigate economic uncertainties while advancing investment in critical infrastructure, maintaining service quality and supporting organizational resilience.

BUDGET SUMMARY

Total expenditures for all funds are $81,952,921, a 1.50% increase from last year's budget. This increase is attributed to budgeting for the new Lake St. Corridor TIF for the first time, an increase in personnel services which includes the police pension fund, an increase to contractual services with the majority of the increase being for the DWC water agreement, and an increase in Bluff City TIF debt service payments due to an increase in incremental property taxes in the TIF. The increase in property tax increment is positive in that it demonstrates the TIF is working and those funds put us in a good position for payback.

Total revenues (net of transfers) are $79,606,810. This is an increase of 8.42% from last year's budget. Much of this increase is attributable to increasing the village's home-rule sales tax rate from 1% to 1.75%, which took effect on July 1, 2025. The Village increased the local home-rule sales tax to offset the anticipated loss of revenue from the elimination of the State-wide grocery tax. A $0.03/gal municipal motor fuel tax also went into effect on July 1, 2025. Both taxes seek to shift a portion of the tax burden to non-residents while also serving to reduce reliance on the property tax levy.

The Village Board adopted a new strategic plan in January. The 2026-2028 strategic plan is built on 5 foundational goals - financial sustainability, future-focused development, quality of life, future ready workforce, and critical infrastructure preserved. Input on targets and timelines was gathered through a series of internal stakeholder workshops and a digital community survey for resident feedback. Threads of the goals and targets are found throughout the budget in the individual department requests for personnel and

training, equipment and technology, and in the infrastructure projects funded in the capital budget.

The 2026/27 budget reflects the implementation of not only the new strategic plan, but of two previously completed studies. On July 1, 2025, the Village Board approved a new classification, compensation and benefit plan, developed through a comprehensive study by MGT Consulting Group. This new plan includes updated pay grades and salary ranges. Some salaries were frozen, others increased. The budget reflects those changes which reinforce a performance-driven culture, ensure pay equity, and support long-term organizational success.

The water and sewer rate study resulted in a new rate structure and rate recommendations. Budgeted revenues in the water and sewer funds increased in this budget due to an 8% water rate increase and a 5% sewer rate increase that was approved by the village board at the December 16, 2025, board meeting. These rate increases will go into effect on May 1, 2026. The Village Board will continue its practice to review water and sewer rates on an annual basis.

What you are reading is a policy document, financial plan, operations guide, and communication tool. The Village has taken several steps to ensure its fiscal stability; including department restructuring and introduction of newer technologies to improve efficiencies, and the necessary reduction or postponement of expenses. To meet the economic realities of today and continue toward long term fiscal strength, several internal and external factors were considered, including the impacts of the national and local economy, pension liabilities, and aging municipal infrastructure.

Persistent issues such as inflation, rising labor equipment and material costs remain a challenge, albeit at lower levels than in recent years. Compounding these fluctuations, actions at the state level, proposed legislation to enhance pension benefits and possible reductions in state-shared revenues creates additional uncertainty.

Municipalities across the state must continue to address the funding of pension liabilities. Bartlett's retirement contributions will be going up in FY 2026/27 due to the IMRF employer rate increasing from 10.62% to 11.60%. Illinois municipalities must ensure their police pension funds are 90% funded by the end of 2040, and the state law further stipulates that annual contributions to the police pension fund must be sufficient to meet the 90% funding target.

The annual police pension levy is separated from the total tax levy, and the amount is determined based on a combination of actuarial estimates, investment performance and Bartlett's commitment to fund 100%. This past fall, the Village Board voted to increase the

police pension levy to ensure the fund is receiving the necessary contributions to keep up with inflation.

Major infrastructure projects have been reviewed and allocated though the Capital Improvements Plan, this budget includes one year of that five-year plan. $17,080,000 in funding for projects in 2026-27 are part of our total expenditures. Funding for 20 projects comes from a variety of sources including MFT funds, a Bluff City Developer Note, grant funds, and available fund balances. Strategically planned spending and maintaining flexibility in programming infrastructure projects allows the Village to adapt to the needs of the community, further economic development, and enhance reliability.

This investment in critical community infrastructure will serve our community for generations. Incorporated are water main and lead service replacements, lift station rehabilitations, continued installation of new and more efficient water meters, as well as sanitary and stormwater system improvements, all important to the health and safety of our residents. Roadway, bike paths and sidewalk maintenance projects throughout the community are also part of the capital budget. The preliminary design and engineering for the Oak Avenue Realignment project within the Lake Street Corridor TIF is funded in this budget.

PROPERTY TAX

Property taxes represent 17% of the entire revenues budget and total $13,422,497. The village's portion of a resident's total property tax bill is about 10%. The general corporate levy is budgeted to remain the same as the prior year. The debt service levy has an increase of $68,068, or 2.3%. This levy is to fund our yearly General Obligation Bond debt service payments. Increases in the police pension annual contribution will require an evaluation of the pension levy and the possible use of reserve funds in keeping with our established policy.

FUND SUMMARIES

Municipal budgets are organized by funds to segregate and account for restricted resources. Each fund functions like a separate accounting entity which emphasizes accountability. Each fund is segregated for specific purposes in accordance with laws, regulations, or limitations.

Enterprise Funds

Enterprise Funds include water, sewer, parking, and golf. A brief overview of each follow:

The Water Fund operating budget is projected to have an 8% increase with the village estimating a DuPage Water Commission rate increase of 4%. An 8% increase

to water rates was approved by the village board at the December 16, 2025, board meeting. This rate increase will go into effect on May 1, 2026. Accumulated fund balance is planned to be used to complete the meter changeout program and the annual water main replacement program. Rates are reviewed by the Board each budget cycle to adjust the plan accordingly.

The Sewer Fund operating budget is projected to have a 3% increase due to an increase in capital outlay as well as service agreements. A 5% increase to sewer rates was also approved by the village board at the December 16, 2025, meeting to help fund the annual sanitary sewer system rehabilitation program and the lift station rehabilitation. The fund is projected to be above the minimum policy amount for operating expenses.

The Golf Fund accounts for the resources used in operating the Bartlett Hills Golf Course. The total golf course revenue proposed for 2026/27 is $3,316,000, which is down 3% from the prior year budget. This decrease is due to the trade-in value of our previous golf carts in the prior budget. Golf course revenues and pro shop sales are budgeted to be up $139,500 or 8% to $1,941,000. Food and Beverage revenue is budgeted to be up $84,000 or 7% to $1,375,000. Golf operating expenses are projected to be $3,282,434, a .4% increase from 2025/26. The board has given the direction for staff to work with a hospitality consultant to evaluate the food and beverage operations in the upcoming golf season.

The Parking Fund budget expenditures are up 4% from the prior year at $60,100 as the lower number of commuters has continued to limit the amount of funds available.

General Fund

The General Fund budget includes a 10% increase in expenditures to $34,804,847 (net of transfers). 58% of this increase is due to an increase in the capital improvement plan that was approved by the Village Board at the February 3rd board meeting. General Fund revenues, which include income tax, licenses and permits, fees and fines, and grants are up 18%.

This budget will leave the General Fund with a cash balance of 73% of operating expenditures after accounting for restricted funds. Looking ahead, capital improvement costs of about $16 million are projected for the two years to follow which would reduce the balance to about $12.5 million. This would be almost $900 thousand below the required minimum balance. Village staff will be reviewing targeted service levels and corresponding additional revenue options with the Village Board to ensure resources are available to provide the services expected and meet the goals of our community.

Police, Public Works Streets Division, Finance, Administration and Planning and Development Services are budgeted within the General Fund.

This budget reflects the full authorized staff of 63 in the police department, realizing a long-held staffing goal. The Village and department staff has worked to rebuild our recruitment and hiring process and has met with success in bringing new officers into the department.

The use of alternative revenue funds is included in this budget as well. $288,978 in equitable sharing funds for police enforcement expenses. These funds, the result of an agreement with the Department of Justice, are restricted to approved items related to police activities. Several grants were awarded to the Village including a $43,342 IDOT Sustained Traffic Enforcement Program (STEP) grant, a $10,920 grant through the bulletproof vest partnership program with the Bureau of Justice, and IRMA grants of $12,879 for traffic vests, AED's, fitness equipment, fire extinguishers, and cybersecurity. The village was also awarded a $500,000 grant from Rep. Maura Hirschauer to assist with the construction with a pedestrian railroad crossing as part of the Naperville Road bike path project. METRA will begin construction of that crossing this year.

The strategic plan goal of future focused development is a driving force in this year's budget. The first of many infrastructure projects in the newly established Lake Street Tax Increment Finance District (TIF) District are included in the budget. The new district will also be part of our marketing and business recruitment efforts as we continue our Belong in Bartlett branding campaign.

The Village Board has taken decisive action to reshape Bartlett's northern gateway. The Lake Street TIF District gives the village the tools to galvanize the redevelopment of vacant, underutilized and blighted sites. The former Marathon Station at 555 W. Lake Street and the empty buildings at 231-251 E. Lake Street were demolished, creating prime sites for new investment. The Village purchased a 19-acre property within the TIF. Looking forward, this budget includes funds to create a Master Plan for the western half of the TIF District.

The Brewster Creek Business Park continues to drive investment and job creation. Home to 74 businesses, the park is nearing full capacity. On the far west side of the village, Blue Heron Business Park is growing, adding industrial opportunities. Together, Bartlett's industrial inventory has grown to nearly 7.6 million square feet across 76 buildings with a near-zero vacancy rate and an additional 215,00 square feet newly constructed. Businesses ranging from food distribution to high-technology industries have helped to expand Bartlett's daytime employment base to over 10,000 jobs. Bartlett also attracts foreign investment, with companies from Italy, China, and Germany establishing U.S. headquarters here.

This was the third strong year for new residential construction. 37 permits were issued for townhomes in the Townhomes at the Grasslands. In the Grasslands

Subdivision, permits were issued for 18 single family homes, 18 duplex units and the final 16 ranch homes. The Village Board has also reviewed concept plans by Pulte Homes and MI Homes for traditional single-family homes and for duplex units to expand the senior living community at The Oaks at Bartlett. These projects address the future focused development target of increased residential housing options included in the Strategic Plan. Offering a range of housing types at price points to attract first time buyers and empty nesters, leads to a vibrant community where generations of families can take root.

The improvement to the efficiency of our development process continues. Now, fifty percent of all building permits are issued within 48 hours of submittal, this rate jumps to 78% for express permits. Process efficiencies continue with the issuance of contract licenses out of the PDS department. The renewal process was streamlined and 54% of licenses are reviewed and approved within an hour of submittal! Due to staff's ability to conduct thorough plan reviews in-house, the line item for Plan Review Services is being reduced again this year.

In anticipation of increased growth, the Planning and Development Services Department is requesting funds to hire a consultant to prepare a complete update of the Zoning Ordinance. The majority of the Zoning Ordinance was written in 1978. A modernization of the code would include updates of parking requirements, establishing lighting standards and simplify landscape and signage requirements as well as evaluating permitted and prohibited use lists for commercial and industrial districts.

DEBT SERVICE AND INTERNAL SERVICE FUNDS

Debt Service

General Obligation and the repayment of water and sewer loans accounts for about 12% of our total expenditures. No general obligation bonds were issued in the current year. Our long-standing Aa1 bond rating is an achievement that is more important than ever to limit the Village's borrowing costs.

Internal Service Funds

These include the Central Services and Vehicle Replacement Funds. In the Vehicle Replacement Fund, funding will occur for vehicle replacements in the police and public works departments. The Finance Director does an analysis of the vehicle replacement fund annually and has planned the departmental transfers into vehicle replacement to remain the same for this budget year. Each department's transfer into the vehicle replacement fund will be monitored closely during the fiscal year.

Special Revenue Fund

The village has one Special Revenue fund, and it includes only the motor fuel tax receipts. The motor fuel tax (MFT) is disbursed by the Illinois Department of Transportation to municipalities on a per capita basis. This revenue is restricted to use roadway resurfacing and other related improvements. Total expenditure is budgeted at $3,375,000, which is a 46% decrease from the prior year budget. The large decrease in expenditures is mainly due to changes with the MFT Maintenance Program. This program will now be done every year instead of every other year but with $2 million of the budget coming out of the general fund. Another reason is the North & Oak Avenue Resurfacing Project budget decreased by $1.2 million in this year's budget.

Intergovernmental Revenues

In previous years, the General Assembly has looked to shared revenues, such as Local Government Distributive Fund (LGDF) and the Corporate Personal Property Replacement Tax (CPPRT) as a convenient source of revenue to fund the state budget at the expense of local governments**.** It is a concern that some form of reduction in local government revenue sharing will be a target of Illinois legislators, especially given the continued struggles with funding the State budget.

Intergovernmental revenues, including the income tax and local use tax, are estimated to be $7,400,000. This estimate is $650,000, or 8% lower than the budget for 2025/26. The estimate for 2026/27 is based on the Illinois Municipal League's estimate and includes a per capita distribution of the State's cannabis tax.

In 2021 the State of Illinois passed the Leveling the Playing Field Act, which required online retailers to ensure that sales taxes are collected on internet sales. A portion of the taxes collected are then remitted to the municipality in which the buyer resides. The 8% reduction in revenues is due to the Leveling the Playing Field for Illinois Retail Act 2.0 that took effect January 1st, 2025. This legislation was passed to reclassify several sales that were previously classified as Use Tax into Sales Tax.

The Local Government Distributive Fund (LGDF) is a designated portion of state income tax revenues. In the State Fiscal Year 2024, the General Assembly increased the local government share to 6.47% of individual income tax collections.

Capital Projects

The Capital Improvements Plan anticipates projects over a five-year period; the Capital Budget becomes part of the operating budget. These expenditures were approved by the Village Board in February 2026. The Village Board has focused on an asset management

program that relies on historical data and analysis for our long-term infrastructure maintenance plans.

The total budget for Capital Projects in 2026/27 is 21% of total expenditure. Funds are proposed for a total of 20 projects. Major projects for the budget include the MFT Maintenance Program, Water Main Replacement Program, the Campanelli lift station rehabilitation, the final year of the water meter replacement program, sanitary sewer and stormwater system improvements, numerous bike path projects, and the Bluff City TIF improvements. The design engineering for the Oak Avenue Realignment Project will begin this fiscal year.

The overall project budget fluctuates from year to year, depending on the needs identified for any particular fiscal year, routine maintenance of our municipal infrastructure, including street and water and sewer systems, however, remains constant to avoid costly failures in the future. Funding for capital projects comes from a variety of sources. The Capital Projects Expenditures section details all the projects in full.

Trust & Agency Funds

This includes the Police Pension fund and Bluff City SSA Debt Service fund. The Police Pension budget includes expenses for 53 current pensioners. As of the May 1, 2025, actuarial report, the fund was 68% funded with $65 million in assets. State law requires that this fund must be 90% funded by 2040.

Police pension benefits are funded by a combination of employer contributions, employee contributions, and investment earnings on those contributions. When there is a gap between the assets available to fund benefits, and the assets needed to fund benefits, the village must make up the difference.

The Village is also monitoring proposed State legislation to enhance public safety pension benefits, which if enacted, are expected to significantly increase costs. The Village will continue to work with the Illinois Municipal League and Councils of Government to help inform legislators of the potential local impacts of legislation as it is proposed.

The Bluff City SSA Debt Service fund includes principal and interest payments on the SSA bonds. The final bonds matured in December 2023. A little more than $100,000 is currently in the fund that will be closed with a distribution to the SSA property owners in the 2026/27 fiscal year.

PERSONNEL SUMMARY

As a service organization, salaries and other employment expenses are a significant category of expenditure. 48% of municipal employees are represented by two collective bargaining units. The police union agreement, which runs through April of

2027, includes a 3.25% increase for wages in 2026 and the public works union agreement expires in April.

As previously noted, the full implementation of the classification, compensation and benefit plan will occur at the start of the 2026, fiscal year.

Bartlett is a member of the Intergovernmental Personnel Benefit Cooperative (IPBC), a cooperative health insurance pool. Participating in IPBC provides members economies of scale and risk mitigation allowing for greater financial stability and savings in providing employee health insurance. Our first full year of being part of IPBC resulted in savings of $516, 500.

The strategic plan recognizes that a key component of keeping our service levels high is our municipal employees. Meeting that standard includes not just staffing levels, but recruitment and hiring, succession planning, and training. This budget includes personnel requests in the Police and Administration Departments. The Police Department is requesting two full-time positions, an additional police officer and a civilian training coordinator. The Administration Department is requesting a part-time graduate student intern.

Bartlett's internship program is unique in its variety and success. Our summer high school internship partnership with the Alignment Collaborative for Education continues. The 60-hour internship will again be offered to high school junior and senior students interested in careers in law enforcement, through the first responder internship. We will also offer internship opportunities to students interested in culinary and hospitality, automotive and engineering, GIS, planning, museum studies, and new this year, HR/finance.

Additionally, our village continues to be recognized for outstanding service and programs:

- 3rd place for our 2025 National Night Out celebration awarded by The National Association of Town Watch.
- The Police Department took 2nd place in the 2025 Illinois Traffic Safety Challenge.
- Tree City Growth Award was awarded by the Arbor Foundation for a fifth year in a row.
- The Village was designated a Tree City for the 9th consecutive year.
- Bartlett Hills was awarded the Best of the Knot Award for the 8th year in a row.
- Bartlett Hills received the Knot Hall of Fame Award for the 6th year in a row.
- Bartlett Hills Food and Beverage won awards from the Wedding Wire and from Zola for the third consecutive year.
- The Distinguished Budget Presentation Award presented by Government Finance Officers Association (GFOA) of the United States and Canada.

The Government Finance Officers Association (GFOA) of the United States and Canada presented a Distinguished

Budget Presentation Award to the Village of Bartlett for its annual budget for the fiscal year beginning May 1, 2025. This is the 33rd year the village has received this award. We believe that our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

CONCLUSION

The budget has been prepared in accordance with all applicable local, state and federal laws. The Village of Bartlett operates under the Budget Officer Act, which requires that the budget be adopted no later than May 1st of each year. All required hearings have been scheduled, and the appropriate notices will be given.

The budget is both a spending plan for the village's available financial resources and the legal authority for the village to spend those resources for public purposes. Through these resources, services are provided to meet the needs of the community. Bartlett has maintained a strong financial position due to the Village Board's leadership and responsible budget planning. The 2026 budget maintains a conservative approach, while recommending funding for projects, operations, and personnel that continues to advance our strategic goals.

A budget is more than just a math problem; it is a statement of our values. Where do we as a community express our values? It is in our Strategic Plan. Our strategic planning process makes us prioritize what we believe to be important and what we value. The budget sets forth a financial plan to meet the goals and objectives outlined in the village's Strategic Plan.

The newly adopted Strategic Plan places an emphasis on quality of life for our residents and expanding civic engagement opportunities. Inviting residents to participate strengthens local decision making, improves transparency and accountability, and results in better informed policies and programs that reflect the community.

In October, the Village Board approved the creation of the Community and Economic Affairs Commission. One of the first tasks the new commission completed was to review the funding requests submitted by civic organizations. Following its review the CEAC recommended full funding for each request, over $62,000 is included in this budget to support a variety of community lead events and programs.

Civic engagement in Bartlett is not just funding fests and providing barricades for festivals, sending out surveys and holding public hearings. It's also ensuring that demonstrations and student walk outs are held without incident. Our police department has done an excellent job of responding to these events and maintaining both safety and first amendment rights.

ACKNOWLEDGEMENTS

Development of the annual budget is a complex task requiring immense care and diligence from the Village President and Board of Trustees on down through our entire staff team. Many, many hours – whether in analyzing costs and projections or reviewing and discussing its various components – are spent in developing this most critical of public policy documents.

Developing a budget is a very collaborative effort – a true team sport – and I am profoundly grateful to our professional staff for their unwavering commitment to our community. At the top of the lineup is our Finance Department, who has the biggest workload for the budget preparation. Special gratitude to Finance Director Matt Coulter as he completes his first full budget season and has made improvements to our process along the way.

My thanks also go to all the department directors and others who carefully prepared their requests and justified their line items during our review sessions. Teaching others in their department and giving them the opportunity to build their budget skills is a continuing goal each year. Without their commitment to our process and to this community, the budget outlined on the following pages would not be possible.

Special thanks to Janelle Terrance, John Peebles, Scott Skrycki, and Millie Oleksyk who answer dozens of questions from staff working on their proposals all while working on their own budget duties. My thanks to the rookie on this year's team Jacob Uhlmann and cleanup hitter Jacqueline Cardoza who produced a document that is both lively to read and informative.

In 2026 we have two significant anniversaries to celebrate in Bartlett. On the 4th of July we will join with the nation to celebrate the 250th anniversary of the Declaration of Independence's signing. The other celebration is the 100th birthday of Bartlett Hills. Several special events are planned to mark this local milestone.

In conclusion, I am confident that this budget will meet the needs of Bartlett today and address the goals and objectives set by the Village Board for the future. I am proud of our accomplishments over the past year and look forward to the year ahead.

Respectfully submitted,

Paula Schumacher

Paula Schumacher
Village Administrator

2026/27 REVENUE & EXPENDITURE SUMMARY

Fund	Estimated Beginning Balance	Budgeted Revenues	Budgeted Expenditures	Transfers In	Transfers Out	Estimated Ending Balance
General Fund	$31,495,118	$39,208,524	$34,801,847	$593,250	$6,397,492	$30,097,553
Special Revenue Fund						
Motor Fuel Tax	5,524,716	2,325,000	3,375,000	0	250,000	4,224,716
Debt Service Fund	1,229,658	3,049,473	2,971,773	0	0	1,307,358
Capital Projects Funds						
Capital Projects	1,986,913	10,000	0	0	1,000,000	996,913
Municipal Building	3,899,120	84,000	580,000	0	0	3,403,120
Developer Deposits	4,072,069	375,000	0	0	0	4,447,069
Route 59 & Lake Street TIF	(2,147,907)	5,000	215,000	600,000		(1,757,907)
Bluff City TIF Municipal	603,568	145,000	105,000	0	0	643,568
Bluff City TIF Project Fund	18,415	3,724,590	3,700,000	0	0	43,005
Lake St Corridor TIF Fund	(3,402,069)	0	540,000	0	0	(3,942,069)
Brewster Creek TIF Municipal Account	0	0	0	0	0	0
Brewster Creek TIF Project Fund	711,923	15,000	0	0	0	726,923
Enterprise Funds						
Water	3,986,004	14,831,000	15,834,710	1,000,000	413,369	3,568,925
Sewer	8,901,656	7,594,223	9,244,158	0	441,369	6,810,352
Parking	(207,050)	85,000	60,100	0	15,000	(197,150)
Golf	(1,445,265)	3,316,000	3,219,184	0	68,250	(1,416,699)
Internal Services Funds						
Central Services	1,095,900	23,500	2,034,920	1,983,298	0	1,067,778
Vehicle Replacement	2,144,431	95,000	640,175	783,132	0	2,382,388
Trust & Agency Fund						
Police Pension	76,859,147	4,715,500	4,514,249	3,625,800	0	80,686,198
Bluff City Debt Service	111,805	5,000	116,805	0	0	0
Total Revenues & Expenditures		**$79,606,810**	**$81,952,921**	**$8,585,480**	**$8,585,480**	

2026/27 SOURCES & USES

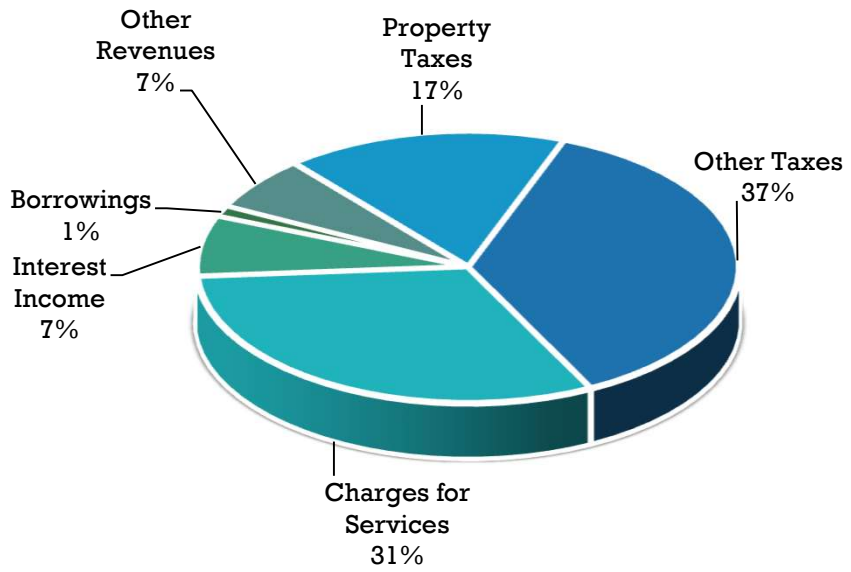
By Fund Type

	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Funds	Enterprise Funds	Internal Service Funds	Trust & Agency Fund	Total
Revenues by Category								
Property Taxes	10,423,024	0	2,999,473	0	0	0	0	13,422,497
Other Taxes	24,335,000	2,150,000	0	2,790,000	0	0	0	29,275,000
Charges for Services	0	0	0	0	24,950,223	0	0	24,950,223
Interest Income	800,000	175,000	50,000	260,000	400,000	85,000	4,005,000	5,775,000
Borrowings	0	0	0	1,044,590	0	0	0	1,044,590
Other Revenues	3,650,500	0	0	264,000	476,000	33,500	715,500	5,139,500
Total Revenues	**$39,208,524**	**$2,325,000**	**$3,049,473**	**$4,358,590**	**$25,826,223**	**$118,500**	**$4,720,500**	**$79,606,810**
Expenditures by Program								
Public Works	5,057,497	0	0	0	14,954,715	1,220,953	0	21,233,165
Public Safety	15,513,493	0	0	0	0	997,115	4,514,249	21,024,857
General Government	8,300,857	0	0	410,000	0	457,027	0	9,167,884
Golf	0	0	0	0	3,119,184	0	0	3,119,184
Debt Service	0	0	2,971,773	2,500,000	4,739,253	0	116,805	10,327,831
Capital Projects	5,930,000	3,375,000	0	2,230,000	5,545,000	0	0	17,080,000
Total Expenditures	**$34,801,847**	**$3,375,000**	**$2,971,773**	**$5,140,000**	**$28,358,152**	**$2,675,095**	**$4,631,054**	**$81,952,921**
Net Interfund Transfers	**(5,804,242)**	(250,000)	**0**	**(400,000)**	**62,012**	**2,766,430**	**3,625,800**	0
Increases (Decreases) in Fund Balance	**($1,397,565)**	**($1,300,000)**	**$77,700**	**($1,181,410)**	**($2,469,917)**	**$209,835**	**$3,715,246**	

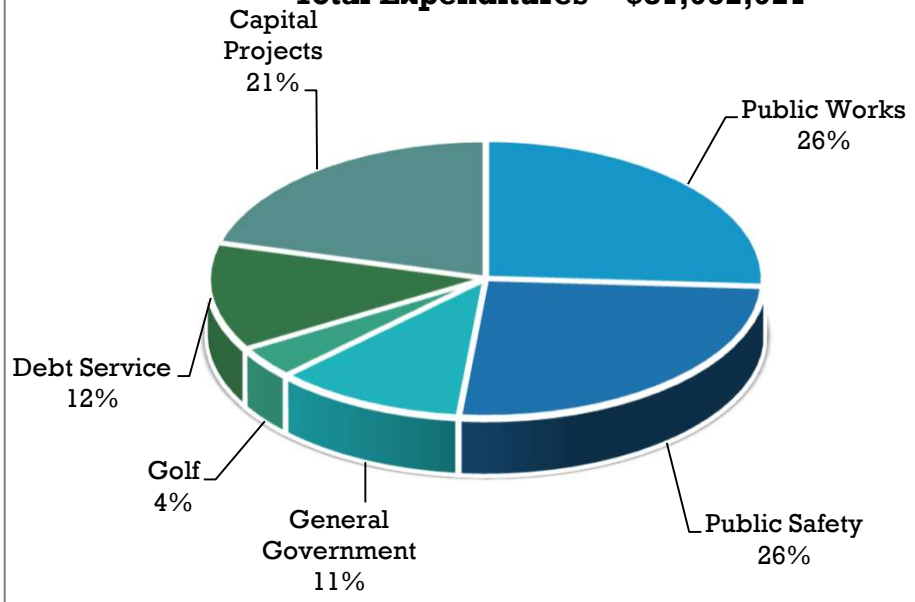
This chart provides a summary of revenues, expenditures (net of interfund transfers), and changes in fund balance by fund type. Where fund balances are decreasing, in most cases it is a result of either a planned capital project or part of the village's fund balance policy.

2026/27 SOURCES & USES

WHERE IT COMES FROM
Total Revenue = $79,606,810



WHERE IT GOES
Total Expenditures = $81,952,921



The revenue chart above shows the distribution of village revenues by major categories. As the reader can see, the village is not overly dependent on one revenue source. The village desires and has maintained a diversified revenue base. Borrowings is at 1% of total revenue due to economic development in the Bluff City TIF. The category "Other Taxes" is the village's largest revenue area and is made up of Motor Fuel taxes, Tax Increment Property taxes in the TIF funds and taxes in the General Fund. Charges for Services are primarily revenues from our Enterprise funds. Property Taxes represent 17% of the entire budget. Other revenues represent 7% of the budget and interest earnings represent 7% of total revenues.

The expenditure chart above shows the distribution of expenditures by program. Capital Projects can vary significantly from year to year. Capital projects in this year's budget represent 21% of the entire budget. Public Safety and Public Works which includes Streets, Water and Sewer represent 52% of the entire budget. General Government includes Administration, Planning and Development Services, Finance, Professional Services, Liability Insurance, and the TIF municipal accounts. This area represents 11% of the village budget. General Obligation, Special Service Area, and enterprise fund debt payments are 12% of this year's budget and the expenses related to the village's golf course are 4% of the budget.

2026/27 REVENUE & EXPENDITURES COMPARED TO PRIOR YEARS

(Net of Transfers)

Fund	Revenues				Expenditures			
	Actual 2024/25	Budget 2025/26	Budget 2026/27	Percent Change	Actual 2024/25	Budget 2025/26	Budget 2026/27	Percent Change
General Fund	36,432,991	33,115,154	39,208,524	18.40%	24,666,181	31,603,582	34,801,847	10.12%
Special Revenue Fund								
Motor Fuel Tax	2,177,639	3,150,000	2,325,000	-26.19%	424,594	6,200,000	3,375,000	-45.56%
Debt Service Fund	3,079,548	3,037,773	3,049,473	0.39%	2,964,911	2,962,198	2,971,773	0.32%
Capital Projects Funds								
Capital Projects	196,343	20,000	10,000	-50.00%	1,562,457	0	0	0.00%
Municipal Building	289,139	90,000	84,000	-6.67%	598,680	502,360	580,000	15.46%
Developer Deposits	644,924	450,000	375,000	-16.67%	(69,300)	0	0	0.00%
Route 59 & Lake Street TIF	5,814	5,000	5,000	0.00%	204,930	215,000	215,000	0.00%
Bluff City TIF Municipal Acct	122,517	130,000	145,000	11.54%	0	105,000	105,000	0.00%
Bluff City TIF Project Fund	1,651,149	4,120,000	3,724,590	-9.60%	1,619,008	4,100,000	3,700,000	-9.76%
Lake St Corridor TIF Fund	0	0	0	0.00%	0	0	540,000	100.00%
Brewster Creek TIF Muni Acct	28,076	0	0	0.00%	1,322,532	0	0	0.00%
Brewster Creek TIF Project Fund	42,617	15,000	15,000	0.00%	844,415	0	0	0.00%
Enterprise Funds								
Water	14,346,384	13,691,000	14,831,000	8.33%	18,218,996	15,625,476	15,834,710	1.34%
Sewer	13,631,524	7,335,000	7,594,223	3.53%	10,693,368	9,055,033	9,244,158	2.09%
Parking	82,342	75,000	85,000	13.33%	56,070	57,600	60,100	4.34%
Golf	2,838,780	3,412,500	3,316,000	-2.83%	4,059,106	3,198,677	3,219,184	0.64%
Internal Service Funds								
Central Services	40,238	23,500	23,500	0.00%	1,410,208	1,960,761	2,034,920	3.78%
Vehicle Replacement	197,178	95,000	95,000	0.00%	1,458,158	850,000	640,175	-24.69%
Trust & Agency Fund								
Police Pension	6,490,156	4,659,500	4,715,500	1.20%	4,128,400	4,244,901	4,514,249	6.35%
Bluff City Debt Service	50,426	2,500	5,000	100.00%	0	60,000	116,805	94.68%
Grand Total	**$82,347,785**	**$73,426,927**	**$79,606,810**	**8.42%**	**$74,162,714**	**$80,740,589**	**$81,952,921**	**1.50%**

Total expenditures for 2026/27 are $81,952,921 which represents a 1.50% increase from the 2025/26 budget. The increase in expenditures is due to higher debt service payments in the Bluff City TIF, an increase in personnel costs, and an increase in the water fund contractual services. Revenues are estimated to increase 8.42% to $79,606,810. The increase is attributable to an increase of .75% to the home rule sales tax rate, an 8% increase in the water rate, a 5% increase in the sewer rate, and the implementation of a Municipal Motor Fuel Tax at $.03/gallon.

2026/27 PROJECTED CASH BALANCES

Compared to Policy Requirements

Fund	Estimated Beginning Balance	Budgeted Revenues	Budgeted Expenditures	Net Transfers	Estimated Ending Balance	Change		Policy Requirement	
						Dollar	Percent	Minimum	Maximum
General	$31,495,118	$39,208,524	$34,801,847	(5,804,242)	30,097,553	(1,397,565)	-4.44%	12,901,006	16,466,307
Special Revenue Fund									
Motor Fuel Tax	5,524,716	2,325,000	3,375,000	(250,000)	4,224,716	(1,300,000)	-23.53%	0	N/A
Debt Service Fund	1,229,658	3,049,473	2,971,773	0	1,307,358	77,700	6.32%	251,036	2,967,773
Capital Projects Funds									
Capital Projects	1,986,913	10,000	0	(1,000,000)	996,913	(990,000)	0.00%	0	N/A
Municipal Building	3,899,120	84,000	580,000	0	3,403,120	(496,000)	-12.72%	0	N/A
Developer Deposits	4,072,069	375,000	0	0	4,447,069	375,000	9.21%	0	N/A
Route 59 & Lake Street TIF	(2,147,907)	5,000	215,000	600,000	(1,757,907)	390,000	0.00%	0	N/A
Bluff City TIF Municipal	603,568	145,000	105,000	0	643,568	40,000	6.63%	0	N/A
Bluff City TIF Project	18,415	3,724,590	3,700,000	0	43,005	24,590	133.53%	0	N/A
Lake St Corridor TIF	(3,402,069)	0	540,000	0	(3,942,069)	(540,000)	15.87%	0	N/A
Brewster Creek TIF Municipal	0	0	0	0	0	0	0.00%	0	N/A
Brewster Creek TIF Project	711,923	15,000	0	0	726,923	15,000	2.11%	0	N/A
Enterprise Funds									
Water	3,986,004	14,831,000	15,834,710	586,631	3,568,925	(417,079)	-10.46%	3,517,637	4,852,456
Sewer	8,901,656	7,594,223	9,244,158	(441,369)	6,810,352	(2,091,304)	-23.49%	1,810,227	2,534,317
Parking	(207,050)	85,000	60,100	(15,000)	(197,150)	9,900	4.78%	6,010	9,015
Golf	(1,445,265)	3,316,000	3,219,184	(68,250)	(1,416,699)	28,566	N/A	321,918	N/A
Internal Service Funds									
Central Services	1,095,900	23,500	2,034,920	1,983,298	1,067,778	(28,122)	-2.57%	403,492	N/A
Vehicle Replacement	2,144,431	95,000	640,175	783,132	2,382,388	237,957	11.10%	1,100,000	N/A
Trust & Agency Fund									
Police Pension	76,859,147	4,715,500	4,514,249	3,625,800	80,686,198	3,827,051	4.98%	N/A	N/A
Bluff City Debt Service	111,805	5,000	116,805	0	0	(111,805)	-100.00%	N/A	N/A
Total Revenue & Expenditures		**$79,606,810**	**$81,952,922**	**0**					

2026/27 PROJECTED FUND BALANCES

General Fund – This budget shows a decrease of $1,397,565 in the General Fund balance. The village's fund balance policy limits the General Fund cash balance to a specific range based on expenditures, cash flow needs, average current liabilities, and designated reserves. Balances above the maximum can be transferred to the Municipal Building Fund. This proposed budget will leave the General Fund with a cash balance of 86% of operating expenditures including transfers. $21,775,000 of this balance is in the Capital Improvement Plan for the following three fiscal years to fund stormwater projects, sidewalks, and downtown improvements.

This fund balance includes two reserves and funds restricted for police activity. The first reserve represents the average annual current liabilities at fiscal year-end. The reserve is also intended to help the General Fund with cash flow needs if that becomes necessary. The second reserve is for the 2076 tri-centennial celebration, which began with a donation a number of years ago. The estimated balance at the end of 2026/27 is about $23,000. The restricted funds include equitable sharing with the Department of Justice and other seized assets.

Motor Fuel Tax Fund – Fund balance is being decreased by 24%. The village has an annual MFT road maintenance program and is also using funds for other eligible projects. MFT dollars are reserved for future road projects. The village received six allotments of Rebuild Illinois bond funds over three years totaling $2.7 million, with the last received in September of 2022. These additional funds allowed the MFT balance to increase to over $5 million. Public Works will begin doing the annual maintenance program every year instead of every other year beginning in 2026/27, with $2 million of the budget coming out of the general fund and $2.275 million out of the MFT fund.

Debt Service Fund - The projected cash balance is expected to increase by $77,700 to $1,307,358 in 2026/27. The fund reserve is currently above the amount required to pay for the first six months of interest on outstanding general obligation debt. The total debt service payments are $2,971,773.

Capital Projects Funds – Capital Projects Funds balances are reviewed in developing the 5-year Capital Improvements Program. Debt financing, grants, or inter-fund transfers can be used to finance projects when balances are not adequate. Increases and decreases in fund balances are associated with the specific projects planned. The Municipal Building Fund is budgeted to use $580,000 on municipal building improvements. The budget also includes the use of note proceeds in the Bluff City TIF Fund.

Water Fund - The Water Fund cash balance will decrease 10.5%, to approximately $3.5 million, with the available balance being used for continued infrastructure improvements. A water/sewer study was done that recommended a rate structure change that includes a fixed cost based on the water meter size. The study also recommended an 8% water rate increase effective May 1, 2026. The last rate increase prior to this was effective May 1, 2023. The Water Fund is projected to

be below the maximum (35%) of operating expenses due to funds being used for planned capital improvements. The policy includes maintaining a balance adequate for emergency needs, funding capital improvements, funding the equipment reserve and designations of specific reserves such as radium removal.

Sewer Fund – The Sewer Fund cash balance will decrease by $2,091,304. This is due to the Sanitary Sewer System Rehabilitation, Country Place Lift Station project as well as beginning to make debt service payments on the WWTP IEPA loan. As mentioned earlier, a water/sewer study was done that recommended a rate structure change that includes a fixed cost based on the meter size and the county. The study also recommended a 5% sewer rate increase effective May 1, 2026. The last rate increase prior to this was effective May 1, 2022 and was the continuation of planned increases to fund major capital projects. The policy includes maintaining a balance adequate for emergency needs, funding capital improvements, funding equipment reserve and designations of specific Village Board reserves. The fund is projected to remain above the policy objective of maintaining 25-35% of operating expenses. These funds will be used for infrastructure improvements and debt service as the IEPA loans for the wastewater treatment plant became payable in the fall of 2024.

Parking Fund - The cash balance will increase by $9,900 after starting at a deficit of $207,050. The decrease is due to the lack of parking revenue that began during the pandemic. The balance will be covered by a transfer from another source when the parking activity returns to more normal operations.

The **Golf Fund** cash balance is projected to increase by $28,566. The Golf Fund remains below the minimum established in the fund balance policy. The policy dictates 10% of operating expenditures. To reduce cash deficits in the Golf Fund, all transfers to the Central Service and Vehicle Replacement Funds were suspended in 2010 and expenses are being held to a minimum. The projected cash balance due to other funds at the end of fiscal 26/27 is expected to be about $3.713 million including an additional loan of $2.1 million from the Developer Deposits Fund being used to pay for the irrigation replacement project.

Internal Service Funds - Both funds must maintain sufficient balances to replace equipment at its scheduled replacement date. In addition, the Central Services Fund should have a reserve equal to 10%-15% of operating expenses. Funds are accumulated or depleted based on the equipment replacements required. The balance in the Central Services Fund will decrease $28,122 to $1,067,778, and includes $199,804 in capital outlay. The balance does meet the 10% of operating expenses and the equipment replacement requirement. The Vehicle Replacement Fund balance will increase 11% to $2,382,388 as replacements are scheduled for Streets, Water, and Police.

Police Pension Fund is evaluated by an actuary annually to determine the required contribution. In accordance with state law, the fund must be 90% funded, as determined by an actuarial review, by 2040. As of May 1, 2025, the fund is 68.2% funded.

BUDGET PROCESS

The Village of Bartlett operates under the Budget Officer Act, which requires the budget to be adopted by the beginning of the fiscal year - May 1st. Two major planning processes, Strategic Planning and Capital Improvements Programming impact budget development. The table on the next page shows each of these processes and their component steps in a time line. It's clear to see the year-round nature of these processes and how they overlap.

Preparation of the budget is guided by the goals and objectives developed through the village's strategic planning process. All major stakeholders in the village, including residents, elected officials, businesses, and staff, participate in the planning effort. Out of that process comes a vision and mission statement for the village as well as goals and objectives to guide the village work program. The Strategic Plan is reviewed regularly, and updates are made as needed.

The village's bimonthly newsletter (Bartletter) contains summaries of the strategic plan and requests resident feedback. The Village Board meets to update and discuss goals/objectives of the Strategic Plan. The identified goals/objectives are presented at a meeting of the village's management staff who identify specific objectives and action steps to achieve the goals identified. The Strategic Plan provides the base for developing the village budget and work programs.

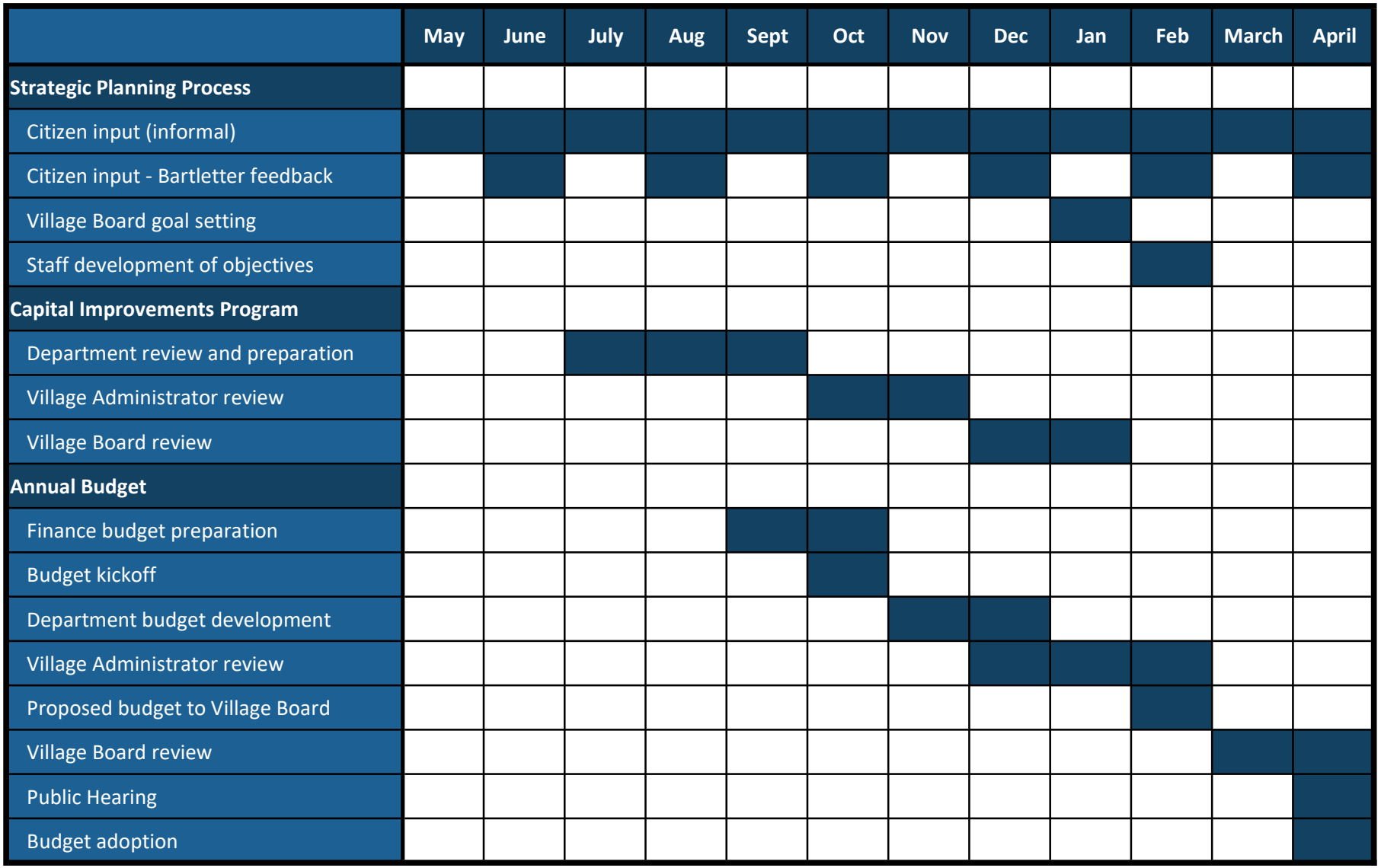
A second major influence on the operating budget is the Capital Improvements Program, which is a 5-year plan updated annually. The process begins in the summer with departments reviewing the current plan and making changes and updates as necessary. These are reviewed by the Village Board, and a final 5-year plan is adopted in January or February. The upcoming year of this plan is incorporated into the operating budget.

Preparation of the operating budget begins in earnest in September for the staff. Budget forms, spending guidelines, and schedules are reviewed at the annual staff budget meeting in October or November. Departments submit their requests in December. Reviews with the budget team begin thereafter and last into late January. The proposed budget document is presented to the Village Board near the end of February and made available to the public at the Main office. Village Board review sessions and a public hearing are held in March. The budget is approved in April.

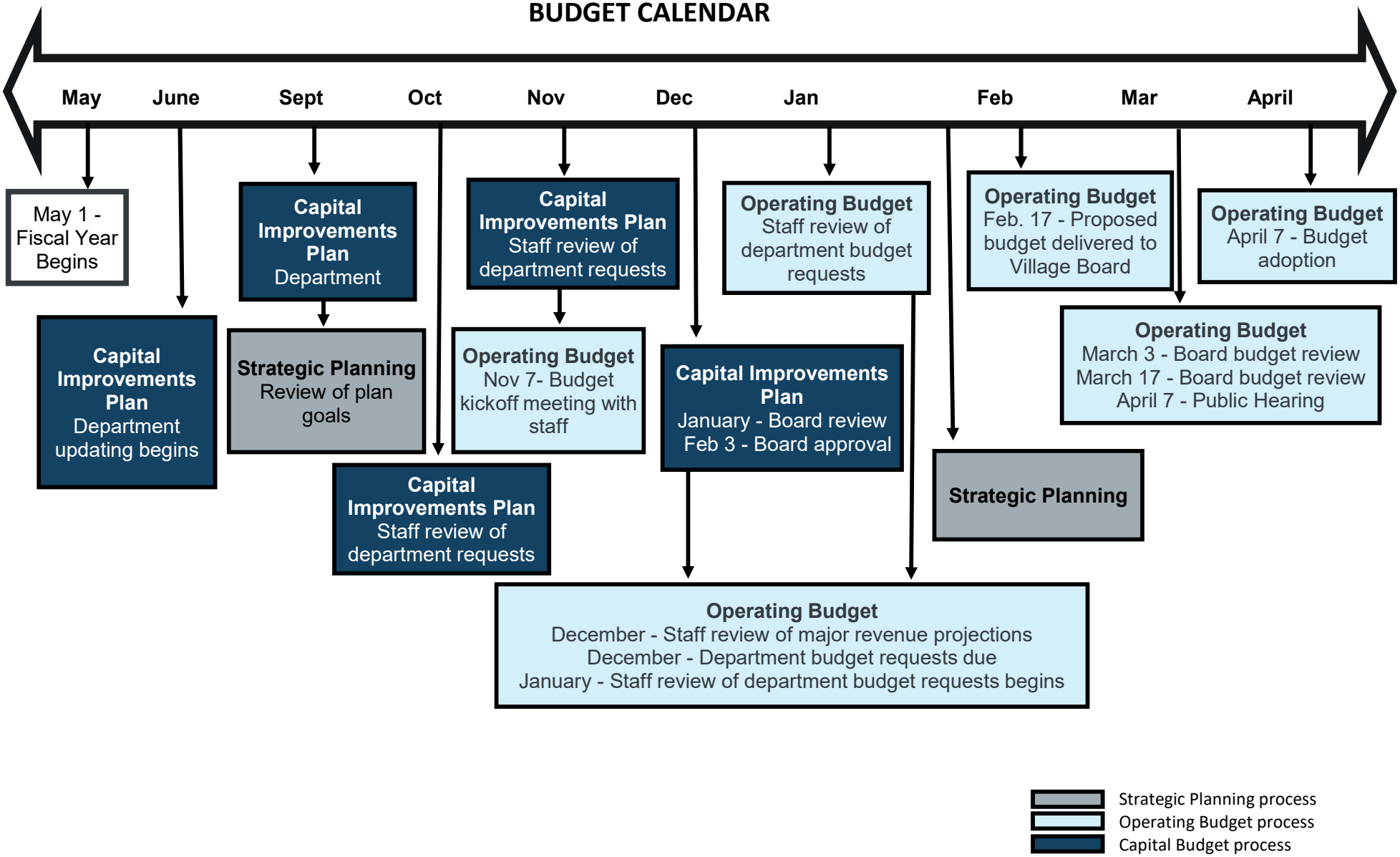
Once the budget is adopted, it can be amended by the Village Board. Such amendments are required if any fund will exceed its original budget or if additional interfund transfers are required. Generally, this is done once at the end of the year.

Budgets are monitored throughout the year with monthly reports on actual expenditures. Year-end estimates are updated on a monthly basis by the Finance Department. Individual line items may exceed budget if there are savings in another line item. Departments are expected to stay within their total budget except in the most unusual situations.

BUDGET PROCESS



BUDGET CALENDAR

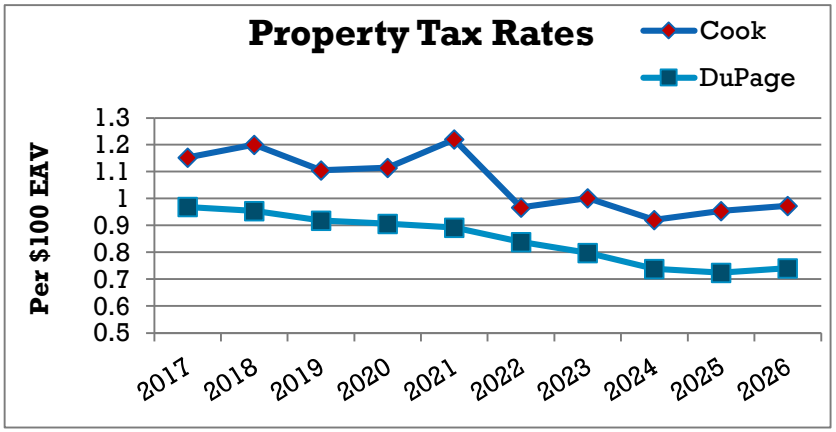


REVENUES

Property Tax: The proposed 2026 tax levy could increase up to 4.04% over the 2025 levy as shown in the table below. The General Corporate 2026 levy reflects no increase from the 2025 levy while the Debt Service portion of the levy will increase 2.32%. The Police Pension contribution is projected to be 15% over the prior levy. The large increase is mainly due to the use of General Fund surplus the last four years to supplement the levy. The actual required contribution will be evaluated when it is finalized in the fall.

Fund	2026/27 Proposed Levy	2025/26 Approved Levy	Increase (Decrease)	Percent Change
General	7,269,094	7,269,094	0	0.00%
Police	3,625,800	3,153,930	471,870	15.00%
Subtotal	**10,894,894**	**10,423,024**	**471,870**	**4.53%**
Debt	2,999,473	2,931,405	68,068	2.32%
Total	**13,894,367**	**13,354,429**	**539,938**	**4.04%**

The village has traditionally endeavored to maintain a level, or declining, property tax rate. After peaking in 2009, the equalized assessed value (EAV) decreased 30% over the next five years. Since the low in 2014 however, the village's EAV has increased 73% and currently stands at 1.64 billion dollars. This trend has been indicative of rising home prices as well as capturing the EAV from the closing of the Brewster Creek TIF. Given the increasing EAV and the proposed budget, the estimated tax rate will be $.973 per $100 of EAV in the Cook County portion of Bartlett, and $.741 per $100 of EAV in the DuPage portion. The following chart shows a ten-year history of property tax rates for the village.



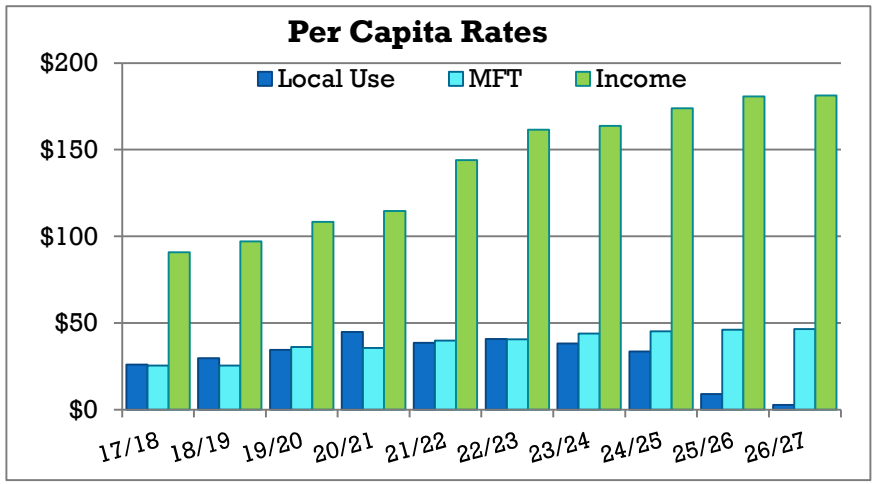
The dollar bill below shows the village's share of the total property tax bill for its residents. Other taxing bodies include schools, parks, library, county, etc. Truth In Taxation public hearing will be held in the fall of 2026, in accordance with state law. The levy must be approved and filed by the last Tuesday in December. The tax levy cycle is shown in the table on the next page.

Village, 10% Other Districts, 90%

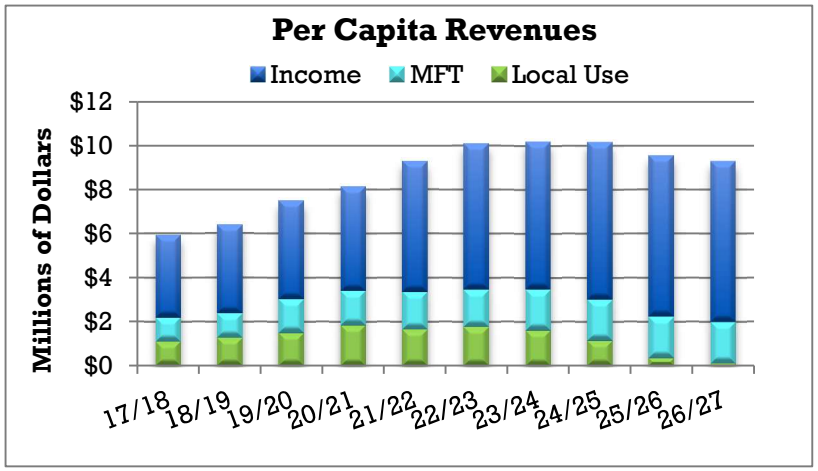
REVENUES

Date	Levy Cycle
April, 2026	Village Board approves budget
May 1, 2026	Budget year begins
Fall 2026	Village Board conducts public hearing and approves tax levy
March 2027 through December 2027	Village receives Cook County taxes
June 2027 through November 2027	Village receives DuPage and Kane County taxes

Other Taxes - Per Capita Revenue: These are revenues collected by the State and shared with municipalities based upon population. The village receives 6.47% of the 4.95% income tax collected from individuals which is distributed on a per capita basis. State shared revenue also includes use tax and motor fuel tax.



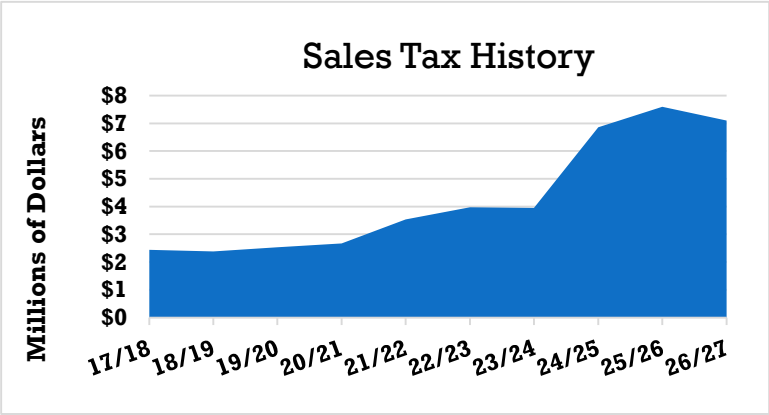
The Per Capita Rate chart on the left shows the per capita rates for each of the three revenue sources. These estimates are prepared by the Illinois Municipal League. The per capita rates for Local use, MFT and Income tax are $2.67, $46.42 and $181.36 respectively. The income tax rate is projected to be up about .4% from 25/26 while the local use tax rate is projected to be down 70% from the current year. The reason for the steep decline in the local use rate is due to the Leveling the Playing Field for Illinois Retail Act that took effect January 1, 2025. These taxes will now be collected through sales tax and not local use going forward. The MFT rate for 26/27 includes the Transportation Renewal Funds from the capital bill passed in 2019. The village's current population from the 2020 census is 41,105, which is used for shared revenue distributions.



The chart above is showing the 2026/27 revenue estimates along with several years of history. Income and local use tax revenue are budgeted in the General Fund and are available for general

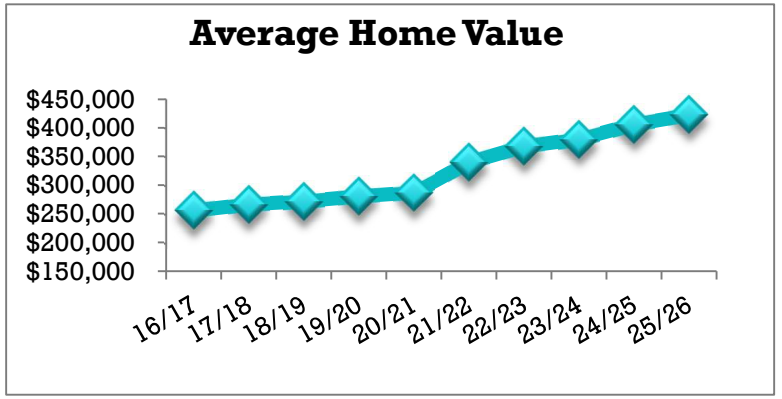
governmental purposes. The combined General Fund revenue estimate for 2026/27 is $7,400,000. This estimate is $650,000 lower than the 2025/26 budget due to the changes to local use stated above. Motor fuel tax is budgeted in the Motor Fuel Tax Fund and is restricted for street maintenance and construction. Revenue for 2026/27 is expected to increase $75,000 from the 2025/26 budget to $1,875,000 based upon the per capita rate projected by the Illinois Municipal League.

Other Taxes - Sales Tax: The village receives a 1% tax on purchases made within the village. The tax is collected by the state and distributed to the village based upon point of sale and online sales deliveries. There is a 3-month lag between the time of the sale and the receipt of the tax by the village. Below is a chart that shows our sales tax revenue history for the past ten years. The revenue estimate for 2026/27 is $7,100,000. The estimate is an increase of $1,200,000 from the 2025/26 budget based on projected sales tax figures along with the changes to local use tax discussed above.



Other Taxes – Home Rule Sales Tax: A home rule sales tax of 1% was implemented in July 2018 to replace the natural gas and electric utility taxes. The rate was increased to 1.75% effective July 1st, 2025. This is a sales tax on general merchandise collected by the state along with the state sales tax. Budgeted revenue for fiscal year 2026/27 is $8,100,000. This represents a $4,600,000 increase from the 2025/26 budget. The large increase is based on sales tax revenue from 2025/26 as well as the .75% increase in the home rule sales tax rate that was mentioned above.

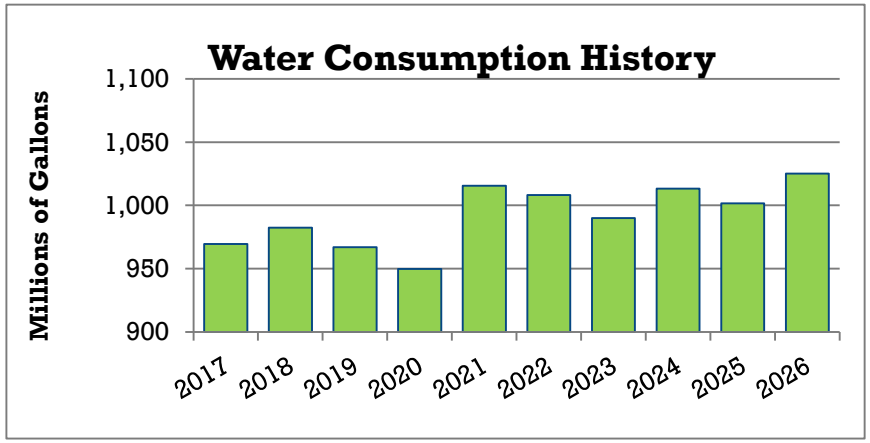
Other Taxes - Real Estate Transfer Tax: This is a tax on the sale of property at the rate of $3.00 per $1,000 of the sale price. The 2026/27 budgeted amount is $650,000, which is up $50,000 from the 2025/26 budget. The slight increase in the budget is based on the 2025/26 year estimate which shows the real estate market has continued to stay steady, especially with the Grasslands subdivision being developed. This source of revenue fluctuates unpredictably based on large commercial property sales. The chart below shows a steady increase in the average value of homes sold. The average so far in 2025/26 is $422,519, up 4.05% from 2024/25.



REVENUES

Other Taxes – Telecommunications Tax: A 6% telecommunications tax is imposed on all telephone charges. The state collects this tax on behalf of the village. The revenue estimate for next year is $390,000, which is the same as the 2025/26 budget. The tax has been on a steady decline since 2010 due to the elimination of land lines and reduced cellular service rate packages but seems to have leveled off.

Service Charges - Water & Sewer Charges:
Charges are based upon water consumption and the rate adopted by the Village Board. Currently the village bills for slightly more than an average of 1 billion gallons annually. Development in the industrial parks could increase consumption in future years. Below is a chart showing the consumption history for the last 10 fiscal years.



The village had a water/sewer study performed by Stantec with the results being presented to the village board in December, 2025. The study recommended that water rates are increased by 8% and sewer rates increased by 5% to help fund the annual watermain replacement program and the annual sanitary sewer rehabilitation program. The study also recommended changing the structure of our water and sewer rates to shift more of the burden to the users who tax the water distribution system at a higher level such as our industrial users. This will be achieved by adding a fixed fee that is based off the size of the water meter. The study also recommended switching to a tiered rate structure for residential users that promotes water conservation. So the less water that is used, the lower the volumetric rate will be. Below are the water rate tables that reflect an 8% increase that will be effective May 1, 2026. This was approved by the village board at the December 16, 2025 board meeting.

METER SIZE (INCHES)	FIXED BASE FEE
5/8" & 3/4"	$15.47
1"	$25.79
1.5"	$51.58
2"	$82.53
3"	$180.54
4"	$324.97
6"	$670.42

USER TYPE	USAGE RATE (GALLONS)		
	0 - 3,000	**3,001-6,000**	**6,000+**
RESIDENTIAL	$9.75	$13.00	$15.75
NON-RESIDENTIAL	$11.40		

REVENUES

Based upon average consumption and the new water rate tables shown above, water charges are budgeted at $14,200,000 which is an 8% increase from the prior year budget.

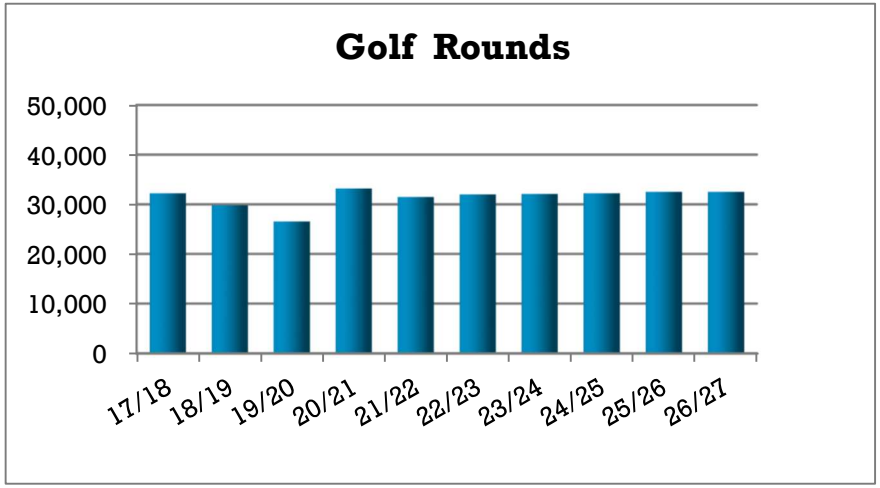
The sewer rates also had a structure change with the addition of a fixed rate based on the meter size as well as which county the user lives in. The volumetric rate will continue to be based off of the county as well. The new rate tables that will be effective May 1, 2026 are listed below.

METER SIZE (INCHES)	FIXED RATE		
	DUPAGE	COOK	KANE
5/8" & 3/4"	$18.81	$8.78	$2.11
1"	$31.35	$14.63	$3.51
1.5"	$62.69	$29.25	$7.02
2"	$100.31	$46.81	$11.23
3"	$219.42	$102.39	$24.57
4"	$394.96	$184.30	$44.23
6"	$814.94	$380.28	$91.27

RATE	VOLUMETRIC RATE		
COMPONENT	DUPAGE	COOK	KANE
TREATMENT	$2.76	-	-
COLLECTION	$2.28	$2.28	$2.28
DEVON BONDS	-	$0.84	
TOTAL USAGE/1,000 GALLONS	**$5.04**	**$3.12**	**$2.28**

Based upon average consumption and the new sewer tables shown on the left, sewer charges are budgeted at $7,099,223 which is a 1% increase from the prior year budget. Sewer surcharges incurred by some industrial users are not being budgeted for this year due to the uncertainty of this revenue source.

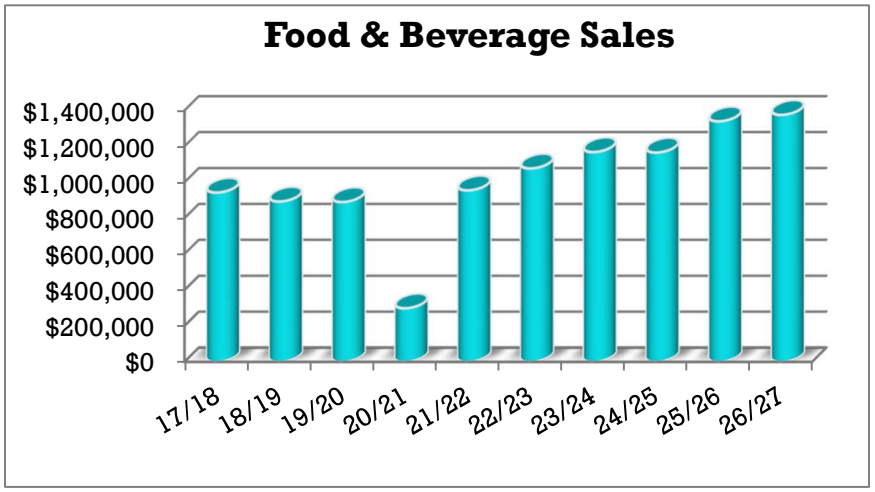
Service Charges - Golf Fees: Golf revenues include charges for rounds of golf, pro shop merchandise sales, and food and beverage sales. The revenue estimate for golf course fees is based on 32,500 rounds of play. The number of rounds budgeted is the same as in 2025/26 and is based on past year trends. A history of actual rounds played is shown in the chart below.



The golf course saw an increase in the number of golfers during the Covid-19 pandemic and that upward trend continues to be the case. This increased level of activity is expected to carry over into the coming year. Total course revenue budgeted for 2026/27 is

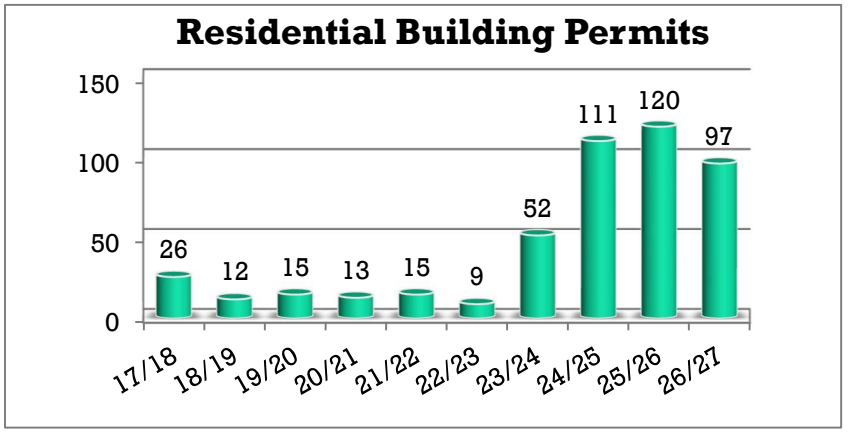
$1,848,000, an 8% increase from the 2025/26 budgeted amount. This increase reflects a proposed rate increase for various greens fee rates. The budget estimate for pro shop sales is based upon history. Pro shop sales are expected to total $93,000 for fiscal year 2026/27.

Food and Beverage was hit hard by the pandemic but as restrictions have been lifted and things have "normalized", weddings and other bookings have continued to increase these last few years. Revenue for 2026/27 is expected to be $1,375,000, an increase of 7% over the current year budget. The following chart shows the history of food & beverage revenues for the past 10 years.



Other Revenues - Developer Revenues: New construction brings with it a number of fees that we refer to as developer revenues. They include building permits, developer contributions, and utility connection fees. Four funds receive revenue from these sources. Building permit fees associated with commercial and industrial development have been waived or reduced to serve as an economic incentive tool where appropriate.

The revenue projections are driven by estimates for building permits. Residential development in the village remains limited by land available for new construction and increasing costs.



However, construction is well under way on a large new development called the Grasslands on the west side of the village. The budget estimate for 2026/27 is based conservatively on 97 new residential construction permits to be issued at the Grasslands subdivision and 3 commercial permits. The chart above shows the ten-year history of residential building permits. Revenues are estimated based upon average cost of permit and contribution fees for the specific development or similar ones from the recent past. Miscellaneous building permits, such as porches, decks, etc. represent the majority of permit revenues. Also included is a

conservative estimate of commercial permits based on recent history and known developments. As noted earlier, waiving permit fees has been used in the past as a form of economic incentive for commercial and industrial development.

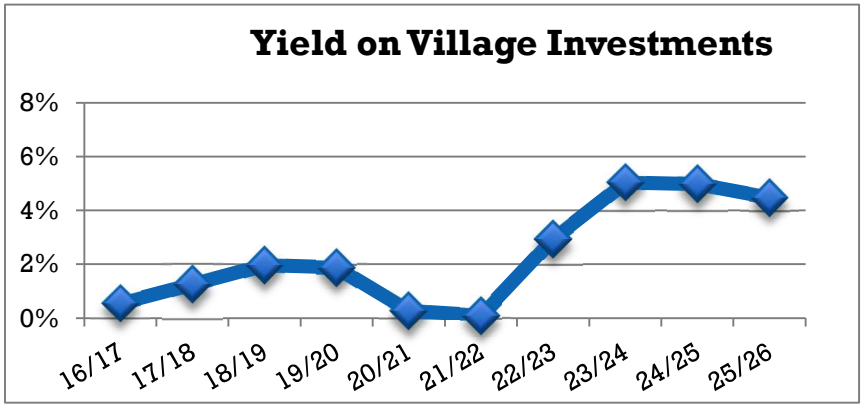
Revenues for connection fees are based on the number of permits and the rate charged for each connection. These revenues in the past were set aside for capital projects in the water and sewer fund. It should be noted water and sewer connection fees have remained significantly down over the last ten years.

The total revenues included in the budget related to developer fees and the funds that are credited with the revenue are detailed in the table below:

Developer Revenues			
Revenue Source	**Fund**	**Budget**	**% Change**
Building Permits	General	$875,000	-3%
Developer Contributions	Developer Dep	$250,000	-17%
	Municipal Bldg	$14,000	-30%
Connection Fees	Water	$250,000	19%
	Sewer	$200,000	67%
Total		$1,589,000	22%

Other Revenues – Borrowings: The developer note in the Bluff City TIF Project Fund is planned for in 2026/27. We estimate $1,044,590 will be drawn on to continue the public improvements at the Bluff City TIF site. The village will not receive any more distributions in 2026/27 from the Illinois EPA low interest rate loan that funded the work on the Bittersweet waste water treatment plant. This project was completed in 2025/26.

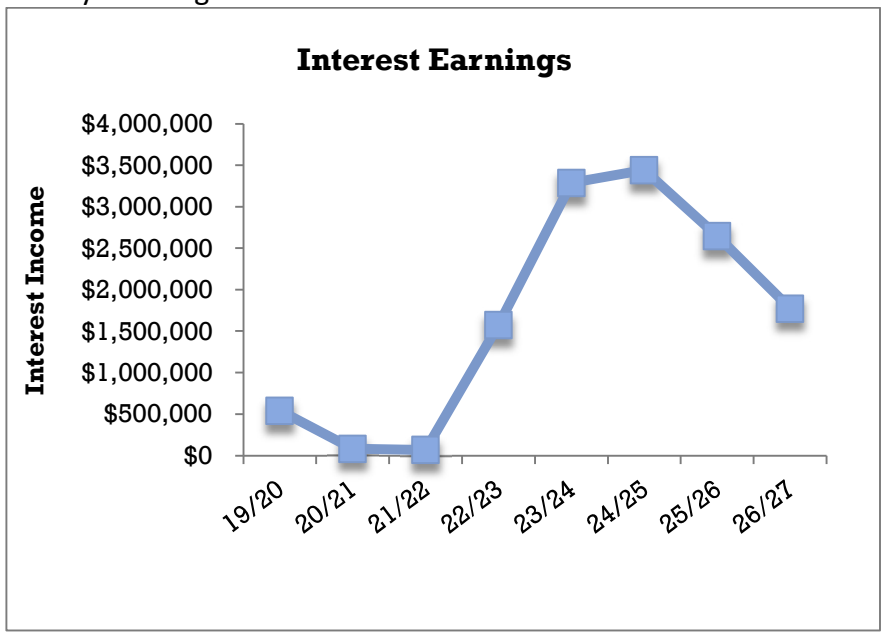
Other Revenues - Interest Income: Interest income is budgeted in every fund. It consists of interest earned on temporarily idle cash. The estimates consider historic trends, anticipated interest rate changes, and cash balances available for investment. The chart below shows the yield on village investments (exclusive of the Police Pension, Brewster Creek TIF, Bluff City SSA and any bond issue funds) currently trending just below 4% for a 90 day certificate of deposit.



Interest rates have started to slowly decrease as the Federal Reserve has reduced the Fed Rate by 100 basis points in 2024 and 75 basis points in 2025. Budgeted interest revenue for 2026/27 is

projected to be $1,770,000 in the operating and internal service funds. This is no change from the FY 2025/26 budget.

The chart to the right shows the interest earnings over the last 8 years including the estimated 2025/26 amount and the 2026/27 fiscal year budget.



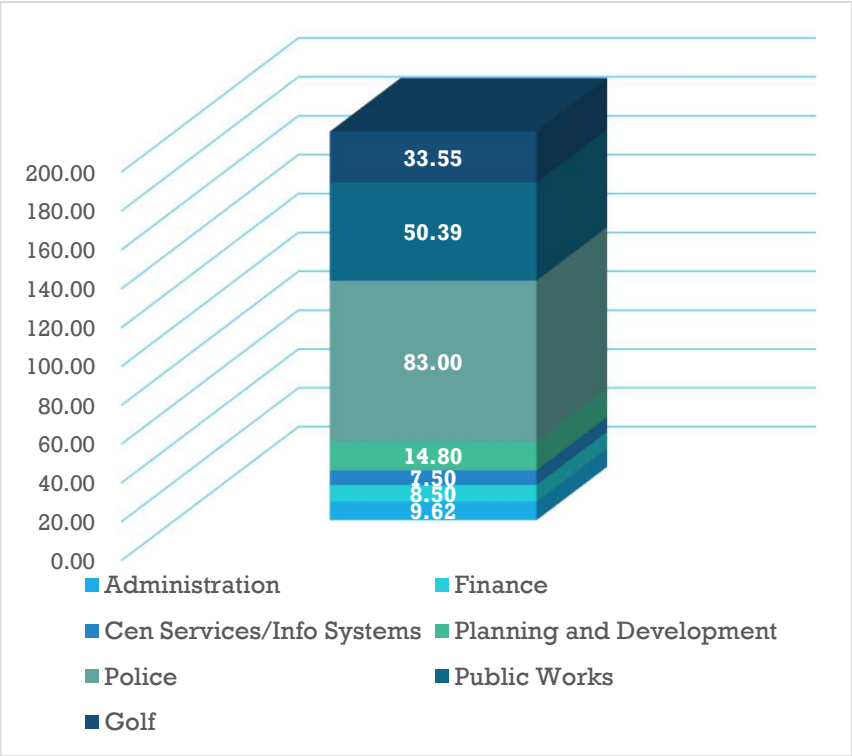
SUMMARY OF TAX RATES AND FEES

Description	2022/23	2023/24	2024/25	2025/26	2026/27
Property Tax Rates					
DuPage County	0.838 / $100 EAV	0.798 / $100 EAV	0.738 / $100 EAV	0.7246 / $100 EAV	0.7411 / $100 EAV*
Cook County	0.967 / $100 EAV	1.001 / $100 EAV	.921 / $100 EAV	.9545 / $100 EAV	.9732 / $100 EAV*
Other Taxes					
Income	$161.57 per capita	$163.72 per capita	$173.81 per capita	$180.66 per capita*	$181.36 per capita*
Local Use	$40.73 per capita	$38.21 per capita	$33.46 per capita	$8.9 per capita*	$2.67 per capita*
Motor Fuel	$40.60 per capita	$43.88 per capita	$45.19 per capita	$46.10 per capita*	$46.42 per capita*
Sales	1%	1%	1%	1%	1%
Home Rule Sales	1%	1%	1%	2%	2%
Telecommunications	6%	6%	6%	6%	6%
Real Estate Transfer	0.30%	0.30%	0.30%	0.30%	0.30%
Service Charges					
Water Charge	$12.23 / 1,000 gallons	$12.60 / 1,000 gallons	$12.60 / 1,000 gallons	$12.60 / 1,000 gallons	See table on Pg. S-14
Water Connection	$1,680 / dwelling unit	$1,680 / dwelling unit	$1,680 / dwelling unit	$1,680 / dwelling unit	$1,680 / dwelling unit
Sewer Charge - DuPage					
Flat Fee	$22.66 / month	$22.66 / month	$22.66 / month	$22.66 / month	See table on Pg. S-15
Usage Rate	$4.05 / 1,000 gallons	$4.05 / 1,000 gallons	$4.05 / 1,000 gallons	$4.05 / 1,000 gallons	See table on Pg. S-15
Sewer Charge - Cook					
Flat Fee	$17.20 / month	$17.20 / month	$17.20 / month	$17.20 / month	See table on Pg. S-15
Usage Rate	$1.43 / 1,000 gallons	$1.43 / 1,000 gallons	$1.43 / 1,000 gallons	$1.43 / 1,000 gallons	See table on Pg. S-15
Sewer Charge - Kane					
Flat Fee	$12.83 / month	$12.83 / month	$12.83 / month	$12.83 / month	See table on Pg. S-15
Usage Rate	$1.06 / 1,000 gallons	$1.06 / 1,000 gallons	$1.06 / 1,000 gallons	$1.06 / 1,000 gallons	See table on Pg. S-15
Sewer Connection Charge					
Du Page	$2,125 / dwelling unit	$2,125 / dwelling unit	$2,125 / dwelling unit	$2,125 / dwelling unit	$2,125 / dwelling unit
Cook & Kane	$940 / dwelling unit	$940 / dwelling unit	$940 / dwelling unit	$940 / dwelling unit	$940 / dwelling unit
Parking Fees					
Daily Rate	$1.50	$1.50	$1.50	$1.50	$1.50
Quarterly Pass	$91.00	$91.00	$91.00	$91.00	$91.00
Other Revenues					
Cable TV Franchise Fee	5% of gross receipts	5% of gross receipts	5% of gross receipts	5% of gross receipts	5% of gross receipts
Garbage Franchise Fee	5% of gross receipts	5% of gross receipts	5% of gross receipts	5% of gross receipts	5% of gross receipts
Contractor Licenses	$100	$100	$100	$100	$100
*Indicates an estimate					

PERSONNEL REQUIREMENTS BY DEPARTMENT

The 2026/27 operating budget shows an increase of two and a half full-time equivalent personnel. The Police Department has requested to increase the authorized sworn officers from 63 to 64 to offset the patrol impact of assigning an SRO to Hawk Hollow Middle School, a position that is approximately 80% funded by U-46. The Police Department has also requested the creation of a full-time Civilian Training Coordinatior to centralize and manage all training obligations. And the Administration Department has requested an intern for their department for FY 2026/27.

Department	Budget			
	2024/25	2025/26	2026/27	Change
Administration	10.12	9.12	9.62	0.50
Finance	8.50	8.50	8.50	0.00
Cen Services/Info Systems	5.50	7.50	7.50	0.00
Planning and Development	14.80	14.80	14.80	0.00
Police	81.00	81.00	83.00	2.00
Public Works				
Streets	20.76	22.27	22.27	0.00
Water	10.56	11.06	11.06	0.00
Sewer	16.56	17.06	17.06	0.00
Parking	1.00	0.00	0.00	0.00
Total Public Works	48.88	50.39	50.39	0.00
Golf				
Golf Program	8.62	8.62	8.62	0.00
Grounds Maintenance	8.70	8.70	8.70	0.00
Food & Beverage	17.23	16.23	16.23	0.00
Total Golf	34.55	33.55	33.55	0.00
Total Village Employees	**203.35**	**204.86**	**207.36**	**2.50**



2026/27 CAPITAL OUTLAY EXPENDITURES

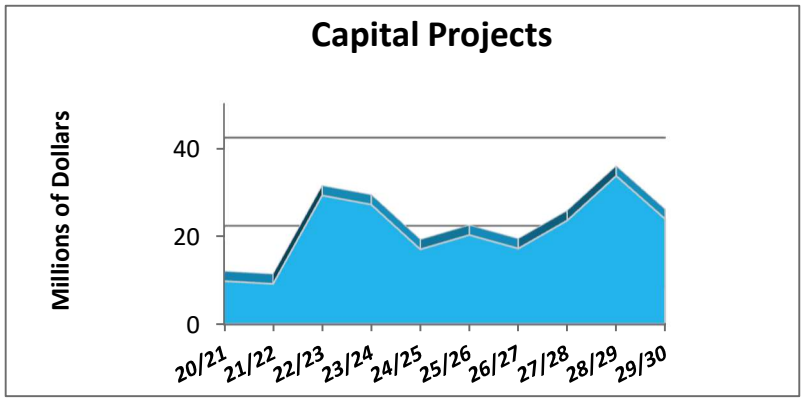
Department/Description	Fund	New/Replacement	Budget	Department Total
Police				
(3) Patrol Vehicles	Vehicle Replacement	Replacement	150,000	
(1) CSO Pickup Truck	Vehicle Replacement	Replacement	50,000	
(1) Patrol Vehicle	General	New	50,000	
(4) Stalker Lidar Units	General Fund-DOJ	Replacement	7,440	
(1) Intoximter EC-IR2	General Fund-DOJ	Replacement	10,970	
Gray Key	General Fund-DOJ	New	14,000	
(5) Flock Cameras	General Fund-DOJ	New	17,500	
(2) Patrol Shields	General Fund-DOJ	Replacement	11,000	
Urban SDK	General Fund	New	25,980	
				336,890
Streets				
(1) Large Bucket Truck	Vehicle Replacement	Replacement	380,000	
Repair/Replace Salt Dome Roof on Devon Ave.	General	Replacement	60,000	
Brine Master Blending Station	General	New	40,000	
(1) Kage Combination Plow/Pusher	General	New	30,000	
(1) 40" Cold Planer Attachment	General	New	32,000	
(1) Retrofit 2025 Peterbilt w/a 7' Wing Plow	General	New	32,000	**574,000**
Water				
(1) Ford F250 Truck with Utility Box	Vehicle Replacement	Replacement	60,175	
OpenGov Asset Management Software	Water	New	65,000	
Bulk Water Fill Station	Water	New	60,000	**185,175**
Sewer				
Check valve/valve replacement at 3 Lift Stations	Sewer	Replacement	120,000	
Lift Station Generator Buildings Upgrade	Sewer	Replacement	100,000	
Bioxide (Calcium Nitrate Solution) for Odor	Sewer	New	50,000	**270,000**

2026/27 CAPITAL OUTLAY EXPENDITURES

Department/Description	Fund	New/Replacement	Budget	Department Total
Golf Program				
Golf Proshop Fixtures & Displays	Golf	Replacement	5,000	**5,000**
Golf Driving Range				
500 Dozen Range Balls	Golf	Replacement	3,500	**3,500**
Central Services				
Squad Car Laptop Replacement Program	Central Services	Replacement	86,000	
Phone System	Central Services	Replacement	33,804	
Desktop Computer Replacement Program	Central Services	Replacement	43,000	
Fortigate Renewal	Central Services	Replacement	25,000	
(1) PDS Building Copier Replacement	Central Services	Replacement	12,000	**199,804**
Grand Total Capital Outlay				**$ 1,574,369**

2026/27 CAPITAL PROJECTS EXPENDITURES

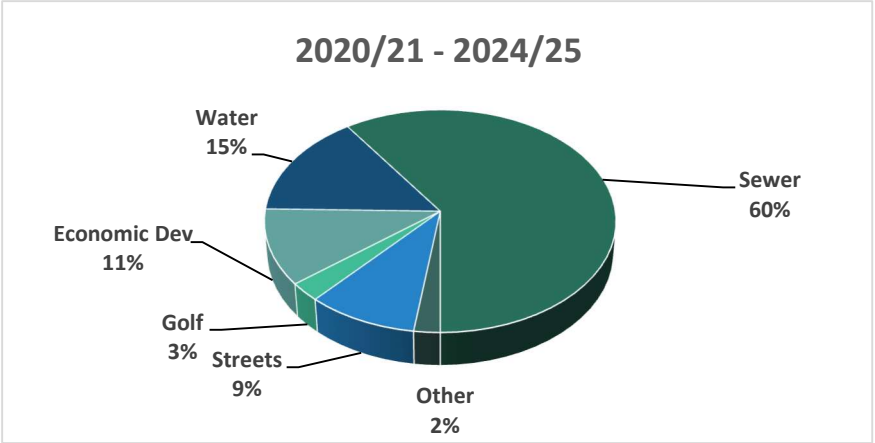
CAPITAL PROJECTS include the purchase, construction, replacement, addition, or major repair of public facilities. Expenditures can vary significantly from year to year. The chart below shows actual, estimated, budgeted, and proposed expenditures over ten years.



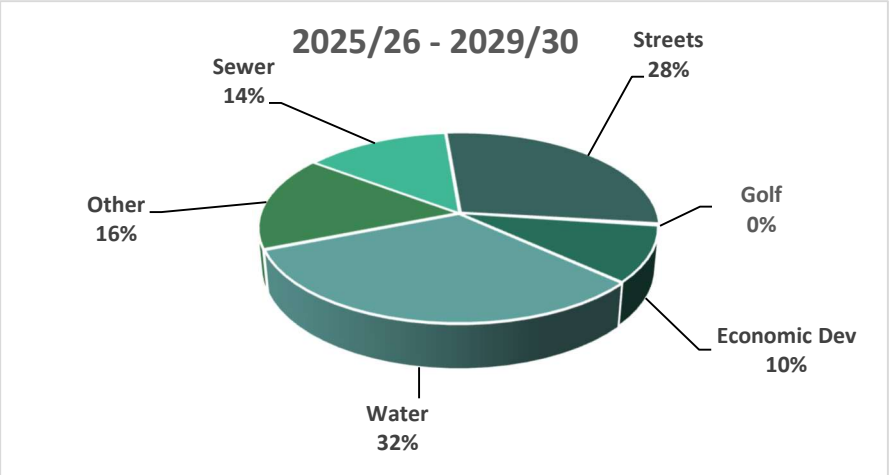
The village maintains a 5-year Capital Improvements Program that is updated annually. This planning process precedes the operating budget development to allow more time for discussion. It also allows early preparation of plans and specifications for bid prior to the construction season. This results in lower bid prices as contractors have not yet fully committed their time.

The village divides the capital projects into six categories: water, sewer, streets, economic development, golf, and other. The pie charts on the right show the distribution of capital expenditures by category for the past five years compared with the current 5-year plan.

The first year of the Capital Improvements Program is called the Capital Budget and is incorporated into the annual budget. Capital expenditures for 2026/27 total $17,080,000, 21% of total expenditures.



The next three pages have charts itemizing the capital projects included in the 2026/27 budget. The charts include the budget amount, fund the project is budgeted in, and the impact of the project on the operating budget. More detailed information on each project can be found in the 5-Year Capital Improvements Program.



2026/27 CAPITAL PROJECTS EXPENDITURES

PROJECT	BUDGET	FUND	DESCRIPTION	OPERATING BUDGET IMPACTS
WATER				
Water Main & Lead Service Replac't	2,000,000	Water	Replacement program reduced this year to stay above the minimum fund balance required	Less main break repairs
Water Transition Infrastructure Improvements	250,000	Water	Hanover Park Interconnect	None
Water Meter Changeout	750,000	Water	Multi Year Project Replacing Entire Meter System to a Fixed Network System	Reduced meter reading costs
Total Water Projects	**3,000,000**			

SEWER				
Sanitary Sewer System Rehabilitation	1,100,000	Sewer	Evaluating the condition of the sanitary sewer collection system throughout the village	Lowers treatment costs
Lift Station Upgrades & Rehabilitation	1,050,000	Sewer	Improve the Condition & Safety of Lift Stations	None
Bittersweet WRF Rehabilitation	475,000	Sewer Mun Bldg	Rehabilitation of existing buildings that were not included in the WWTP upgrade	None
Total Sewer Projects	**2,625,000**			

2026/27 CAPITAL PROJECTS EXPENDITURES

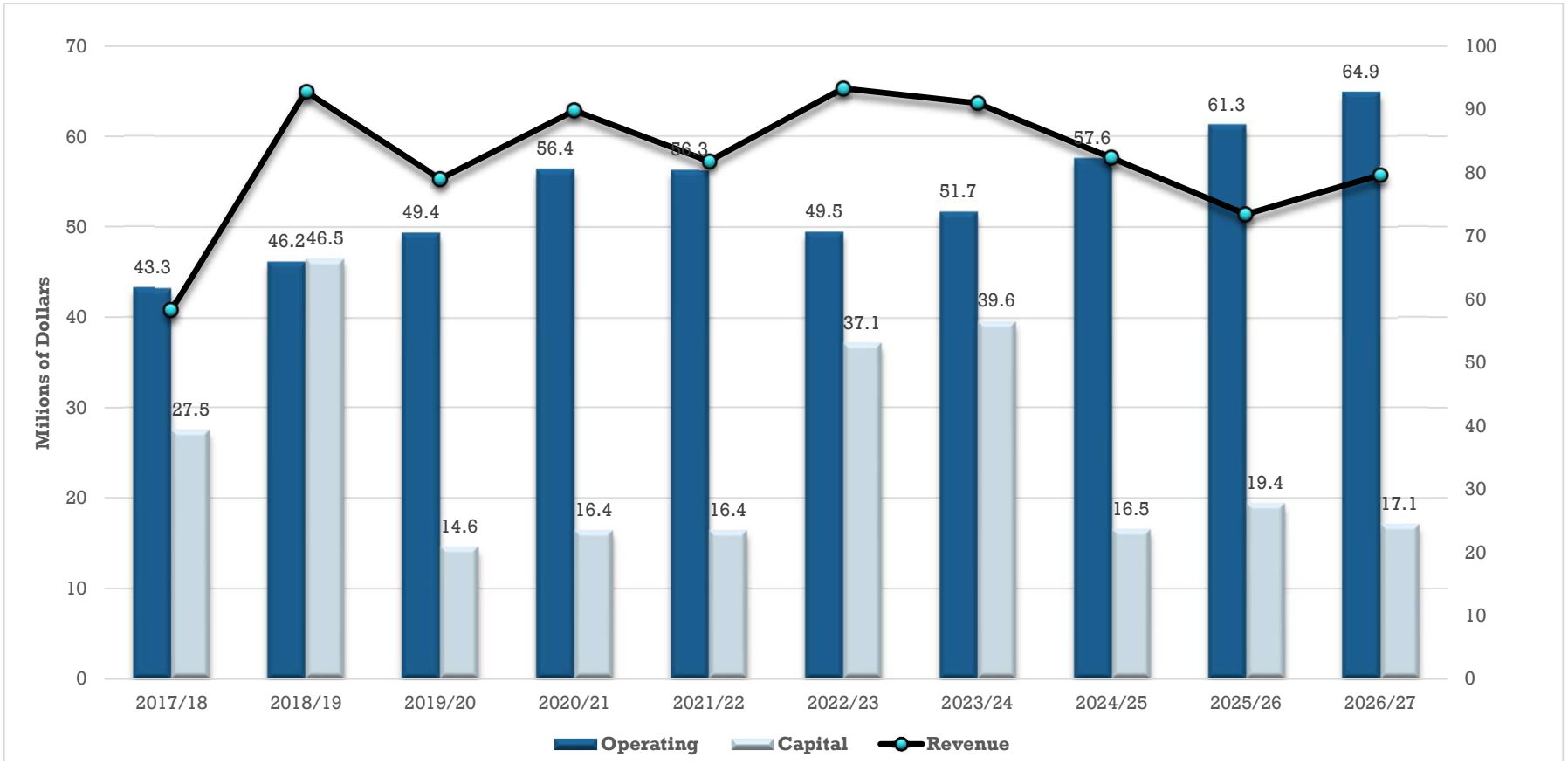
PROJECT	BUDGET	FUND	DESCRIPTION	OPERATING BUDGET IMPACTS
STREETS				
Annual Maintenace Program	4,275,000	MFT General	Asphalt paving of various streets throughout the village	None
IDOT Intersection Improvements	800,000	MFT	Intersection Improvements at Lake St. at Oak Ave. & Bartlett Ave.	None
North Ave & Oak Ave Resurfacing	200,000	MFT	General Patching, Curb & Gutter Repair, Level Binder, Bituminous Resurfacing, Misc. Patching	None
Bike Path Maintenance	2,150,000	General Fund Grants	ComEd Path, Rt. 59 Underpass, and Naperville Rd. Crossing	None
Downtown Sidewalk Renovation	150,000	General Fund	Renovation of the sidewalks in the downtown to minimize trip hazards	None
Metra Area Landscaping/Sidewalk Improvements	575,000	General Fund	Replace concrete with additional landscaping to create improved space & safer walkways	None
Total Street Projects	**8,150,000**			
ECONOMIC DEVELOPMENT				
Bluff City/Blue Heron Public Improvements	1,200,000	Bluff City TIF	Site preparation/land reclamation/soil remediations to fill quarry site, Complete Southwind Blvd, water distribution, sewers, etc.	Village expenditures are funded by the village's Bluff City TIF Municipal Fund
Lake St. Corridor TIF	450,000	Lake St TIF	Preliminary Engineering for the Oak Ave Realignment Project	None
Total Economic Development Projects	**1,650,000**			

2026/27 CAPITAL PROJECTS EXPENDITURES

PROJECT	BUDGET	FUND	DESCRIPTION	OPERATING BUDGET IMPACTS
OTHER				
Stormwater System Improvements	555,000	General	Maintenance of storm sewer system	None
Schick Rd/West Branch DuPage River Bridge Engineering Study	100,000	MFT	Engineering study or structural investigation of the Schick Rd-West Branch DuPage River Bridge	None
Municipal Building Improvements	300,000	Municipal Building	Village Hall Interior Improvements, Council Chamber Technology Improvements	None
Koehler Field Improvements	500,000	General	Improvements to the football field drainage and conversion of lights to LED	None
Total Other Projects	**1,455,000**			
GOLF				
Clubhouse Improvements	175,000	Golf Fund Mun Bldg Fund	Sealcoat and stripe the Bartlett Hills Parking Lot	None
Cart Path Replacement	25,000	Golf Fund	Replace sections of cart path that are in need of repair	None
Total Golf Projects	**200,000**			
TOTAL CAPITAL PROJECTS	**17,080,000**			

TEN-YEAR REVENUE AND EXPENDITURE HISTORY

This chart compares ten years of revenues and expenditures. It shows that capital expenditures decreased dramatically in 2019/20 due to the completion of the water infrastructure improvements related to the Lake Michigan water transition and the completion of the new police station. Capital expenses went back up in 2022/23 for the WWTP Rehabilitation and the Devon Excess Flow project. Revenues spiked in 2018/19 for loans taken to finance the water infrastructue improvements. Revenues went up again in 2022/23 due to the IEPA loan for the WWTP Rehabilitation project. Operating costs have been steadily increasing due to the increase in debt service related to capital improvements and debt refunding activity as well as increases in personnel and police pension expenditures.



REVENUE HISTORY BY FUND & CATEGORY

	Actual					Estimate	Budget
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Property Taxes							
General Fund	8,170,766	8,724,681	8,775,857	8,894,242	10,014,542	9,951,154	10,423,024
Debt Service Fund	3,104,240	2,980,050	2,932,930	2,943,405	2,973,339	2,931,405	2,999,473
Property Taxes Total	**11,275,006**	**11,704,731**	**11,708,787**	**11,837,647**	**12,987,881**	**12,882,559**	**13,422,497**
Other Taxes							
General Fund	13,245,276	16,025,562	17,235,434	17,183,774	21,238,054	24,690,000	24,335,000
MFT Fund	1,564,763	1,704,517	1,679,249	1,843,312	1,857,890	2,095,000	2,150,000
Capital Projects Funds	8,286,705	9,483,751	9,704,663	10,820,545	1,725,137	2,134,180	2,790,000
Other Taxes Total	**23,096,744**	**27,213,830**	**28,619,346**	**29,847,631**	**24,821,081**	**28,919,180**	**29,275,000**
Charges for Services							
Water Fund	12,439,087	12,448,710	12,706,505	13,466,399	13,467,284	13,405,000	14,380,000
Sewer Fund	6,329,428	6,519,534	7,267,945	7,473,722	7,925,043	7,272,000	7,169,223
Parking Fund	19,123	39,821	62,240	78,868	82,342	87,000	85,000
Golf Fund	1,771,135	2,302,996	2,540,838	2,824,851	2,838,780	3,176,000	3,316,000
Charges for Services Total	**20,558,773**	**21,311,061**	**22,577,528**	**23,843,840**	**24,313,449**	**23,940,000**	**24,950,223**
Other Revenues							
Licenses & Permits	1,568,793	1,495,228	1,476,978	1,974,274	1,769,533	1,507,000	1,466,000
Grants & Reimbursements							
General Fund	1,467,060	2,812,977	3,060,524	392,019	151,960	275,151	526,000
MFT Fund	1,357,929	905,256	452,628	0	0	980,000	0
Capital Projects Funds	0	84,507	0	0	0	0	0
Enterprise Funds	0	0	0	0	0	0	0
Grants & Reimbursements Total	**2,824,989**	**3,802,740**	**3,513,152**	**392,019**	**151,960**	**1,255,151**	**526,000**
Interest Income - All Funds	12,081,871	(1,947,369)	2,235,566	9,028,832	9,263,311	13,207,612	5,775,000
Borrowings							
Debt Service Fund	11,797,556	9,830,000	0	0	0	0	0
Capital Projects Funds	3,224,700	2,705,200	2,597,699	1,278,399	0	1,907,200	1,044,590
Enterprise Funds	211,536	2,190,757	18,574,034	11,694,896	4,871,532	763,000	0
Borrowings Total	**15,233,792**	**14,725,957**	**21,171,733**	**12,973,295**	**4,871,532**	**2,670,200**	**1,044,590**
Miscellaneous - All Funds	3,155,416	3,466,093	2,026,768	3,786,847	4,169,042	4,101,946	3,147,500
Other Revenues Total	**34,864,861**	**21,542,649**	**30,424,197**	**28,155,267**	**20,225,378**	**22,741,909**	**11,959,090**
Total Revenues	**$89,795,384**	**$81,772,271**	**$93,329,858**	**$93,684,385**	**$82,347,789**	**$88,483,648**	**$79,606,810**

EXPENDITURE HISTORY BY FUND & CATEGORY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Personnel Services	General Fund	15,657,315	16,105,389	17,446,169	17,636,467	18,333,732	19,605,820	21,098,093
	Capital Projects Funds	568,324	596,239	498,797	(11,949)	0	0	0
	Enterprise Funds	4,784,576	4,897,583	5,437,799	5,251,153	5,466,016	5,821,666	6,236,481
	Internal Service Funds	533,194	553,094	595,154	662,544	661,552	733,245	1,001,766
	Trust and Agency Funds	2,295,105	2,842,332	3,002,616	3,475,290	4,102,578	4,176,204	4,467,054
	Personnel Services Total	**23,838,514**	**24,994,637**	**26,980,535**	**27,013,505**	**28,563,878**	**30,336,935**	**32,803,394**
Contractual Services	General Fund	1,925,788	2,300,268	2,330,840	2,720,531	3,209,911	3,034,563	3,481,759
	Debt Service Fund	200,860	220,653	2,590	2,590	2,590	2,590	4,000
	Capital Projects Funds	11,747	2,198	7,701	6,228	0	225,000	80,000
	Enterprise Funds	7,208,854	7,263,113	7,193,991	7,674,937	8,297,840	8,986,992	9,797,960
	Internal Service Funds	550,843	599,125	639,072	793,858	627,288	613,000	755,795
	Trust and Agency Funds	212,398	200,448	32,103	39,215	24,722	33,147	42,300
	Contractual Services Total	**10,110,490**	**10,585,805**	**10,206,297**	**11,237,359**	**12,162,351**	**12,895,292**	**14,161,814**
Com-modities	General Fund	690,082	764,266	791,092	794,554	804,149	851,335	1,124,174
	Enterprise Funds	964,122	1,294,485	1,615,332	1,498,068	1,259,786	1,358,515	1,386,973
	Internal Service Funds	31,073	45,454	46,943	40,361	38,561	49,700	49,100
	Commodities Total	**1,685,277**	**2,104,205**	**2,453,367**	**2,332,983**	**2,102,496**	**2,259,550**	**2,560,247**
Other Charges	General Fund	1,539,304	1,327,811	1,466,114	1,841,616	1,680,179	2,192,520	2,558,863
	Debt Service Fund	14,756,714	12,623,495	2,957,167	2,965,906	2,962,321	2,958,198	2,967,773
	Capital Projects Funds	6,801,473	7,518,913	8,056,432	13,656,661	3,859,157	2,263,451	2,830,000
	Enterprise Funds	2,349,883	2,669,444	2,878,257	2,886,660	4,129,044	4,912,868	4,968,238
	Internal Service Funds	19,399	18,750	28,109	29,756	15,866	18,970	28,455
	Trust and Agency Funds	1,048,538	994,707	978,349	976,658	1,100	3,500	121,700
	Other Charges Total	**26,515,311**	**25,153,120**	**16,364,428**	**22,357,257**	**12,647,667**	**12,349,507**	**13,475,029**
Capital Outlay	General Fund	249,971	203,525	153,795	532,344	336,210	729,808	608,958
	Enterprise Funds	100,819	100,438	51,849	120,948	344,013	241,150	423,500
	Internal Service Funds	647,137	384,178	1,089,941	420,762	1,525,099	1,131,511	839,979
	Capital Projects Funds	0	0	150,485	36,056	0	0	0
	Capital Outlay Total	**997,927**	**688,141**	**1,446,070**	**1,110,110**	**2,205,322**	**2,102,469**	**1,872,437**
Capital Improve-ments	General Fund	0	279,187	266,223	831,744	302,000	3,998,000	5,930,000
	MFT Fund	2,157,771	1,789,086	2,089,223	1,334,315	424,594	5,775,000	3,375,000
	Capital Projects Funds	3,289,732	2,831,275	3,087,098	3,032,508	2,223,565	6,983,484	2,230,000
	Enterprise Funds	4,156,676	4,298,642	23,700,779	22,091,709	13,530,841	6,069,750	5,545,000
	Capital Improvements Total	**9,604,179**	**9,198,190**	**29,143,323**	**27,290,276**	**16,481,000**	**22,826,234**	**17,080,000**
Total Expenditures		**$72,751,698**	**$72,724,098**	**$86,594,020**	**$91,341,490**	**$74,162,714**	**$82,769,987**	**$81,952,921**

EXPENDITURE HISTORY BY PROGRAM & DEPARTMENT

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Public Works	Streets	4,070,142	4,175,036	4,526,591	4,421,053	5,814,578	5,207,818	5,679,629
	Water	9,731,657	9,642,770	10,285,500	10,902,252	11,569,779	12,245,078	13,164,208
	Sewer	4,015,454	4,504,881	4,607,780	4,307,453	5,512,753	6,612,832	7,068,481
	Parking	128,385	112,824	112,435	56,655	56,070	57,550	60,100
	Public Works Total	**17,945,638**	**18,435,511**	**19,532,306**	**19,687,413**	**22,953,180**	**24,123,278**	**25,972,418**
Public Safety	Police	11,306,139	11,848,527	13,153,141	13,566,441	13,936,427	15,264,683	16,510,608
	Police Pension	2,511,641	3,049,412	3,037,164	3,516,360	4,128,400	4,212,851	4,514,249
	Public Safety Total	**13,817,780**	**14,897,939**	**16,190,305**	**17,082,801**	**18,064,827**	**19,477,534**	**21,024,857**
General Government	Administration	1,916,589	1,910,121	2,089,499	2,419,551	2,449,099	3,167,930	3,337,038
	Professional Services	471,300	535,791	538,179	637,787	621,010	590,729	767,700
	Liability Insurance	700,728	734,707	888,525	881,388	836,281	868,000	1,050,000
	Finance	1,166,116	1,128,574	1,173,576	1,168,961	1,155,127	1,144,579	1,296,737
	Planning and Development	1,854,833	1,781,827	1,772,564	1,932,505	2,000,884	2,190,565	2,306,409
	Bluff City TIF Municipal	0	0	0	290	0	0	105,000
	Brewster Creek TIF Municipal	629,544	599,710	727,003	1,361,970	1,322,532	0	0
	Bluff City SSA Debt Service	1,044,400	988,075	975,904	974,803	0	0	116,805
	General Government Total	**7,783,510**	**7,678,805**	**8,165,250**	**9,377,255**	**8,384,933**	**7,961,803**	**8,979,689**
Golf	Golf Program	550,248	693,153	723,795	707,049	779,587	771,470	945,129
	Golf Maintenance	558,051	618,635	602,597	624,654	611,951	709,929	694,059
	Golf Driving Range	7,646	5,688	20,886	10,426	14,302	11,000	14,500
	Golf Restaurant	313,453	362,980	394,144	403,060	415,789	450,600	451,720
	Golf Banquet	394,691	672,274	784,708	754,992	837,814	866,000	887,276
	Golf Midway	66,928	78,322	90,537	110,331	117,794	122,900	126,500
	Golf Total	**1,891,017**	**2,431,052**	**2,616,667**	**2,610,512**	**2,777,237**	**2,931,899**	**3,119,184**
Debt Service		**14,957,574**	**12,844,148**	**2,959,757**	**2,968,496**	**2,964,911**	**2,960,788**	**2,971,773**
Subtotal Operating		**$56,395,519**	**$56,287,455**	**$49,464,285**	**$51,726,477**	**$55,145,088**	**$57,455,302**	**$62,067,921**
Capital Projects		**16,356,179**	**16,436,643**	**37,129,735**	**39,615,012**	**19,017,625**	**25,314,685**	**19,885,000**
Total Expenditures		**$72,751,698**	**$72,724,098**	**$86,594,020**	**$91,341,489**	**$74,162,714**	**$82,769,987**	**$81,952,921**

GENERAL FUND HISTORY

	Actual					Estimated	Budget		%
General Fund	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**	**2025/26**	**2025/26**	**2026/27**	**Change**
Revenues									
Tax Income	21,416,042	24,750,243	26,011,291	26,078,016	31,252,596	34,641,154	29,061,154	34,758,024	20%
Licenses & Permits	1,385,702	1,374,153	1,476,978	2,021,232	1,821,383	1,507,000	1,461,000	1,466,000	0%
Fees & Fines	1,136,170	1,186,795	1,273,174	1,090,391	1,043,807	1,079,144	950,000	935,000	-2%
Grants & Reimbursements	1,467,060	2,812,977	3,060,524	392,019	151,960	275,151	251,000	526,000	110%
Miscellaneous	1,060,820	925,690	1,386,695	1,844,731	2,215,095	2,076,140	1,392,000	1,523,500	9%
Transfers In	343,250	343,250	343,250	343,250	343,250	343,250	593,250	593,250	0%
Total Revenues	**26,809,044**	**31,393,108**	**33,551,912**	**31,769,639**	**36,828,091**	**39,921,839**	**33,708,404**	**39,801,774**	**18%**
Expenditures									
Administration	1,931,772	1,924,979	2,093,311	2,413,618	2,477,493	3,174,690	3,497,046	3,332,766	-5%
Professional Services	471,300	535,791	538,179	637,787	621,010	590,729	642,400	767,700	20%
Liability Insurance	700,728	734,707	888,525	881,388	836,281	868,000	1,050,000	1,050,000	0%
Finance	1,178,585	1,137,793	1,173,415	1,161,372	1,172,664	1,149,264	1,256,445	1,293,702	3%
Planning and Development	1,905,043	1,827,127	1,803,695	1,924,310	1,998,733	2,198,865	2,263,451	2,333,497	3%
Police	13,213,351	14,302,543	15,780,923	16,016,912	17,146,674	18,715,712	18,588,801	20,098,187	8%
Street Maintenance	4,065,431	4,441,391	4,321,177	5,588,916	5,382,674	9,135,600	9,705,968	11,723,487	21%
Total Expenditures	**23,466,210**	**24,904,331**	**26,599,225**	**28,624,303**	**29,635,529**	**35,832,860**	**37,004,111**	**40,599,339**	**10%**
Fund Balance Transfers	0	(2,765,716)	(4,765,716)	0	(2,216,074)	(585,000)	(600,000)	(600,000)	
Excess Revenues (Exp)	**3,342,834**	**3,723,061**	**2,186,971**	**3,145,336**	**4,976,488**	**3,503,979**	**(3,895,707)**	**(1,397,565)**	
Ending Cash Balance	**14,874,546**	**18,165,174**	**20,981,675**	**23,637,402**	**27,991,139**	**31,495,118**	**24,095,432**	**30,097,553**	

SPECIAL REVENUE FUND HISTORY

	Actual					Estimated	Budget		%
Motor Fuel Tax (MFT) Fund	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**	**2025/26**	**2025/26**	**2026/27**	**Change**
Revenues									
Tax Income	1,564,763	1,704,517	1,679,249	1,843,312	1,857,890	2,095,000	1,800,000	2,150,000	19%
Grants & Reimbursements	1,357,929	905,256	452,628	0	0	980,000	980,000	0	-100%
Miscellaneous	5,594	3,555	131,394	236,627	319,749	410,000	370,000	175,000	-53%
Transfers In	0	0	0	0	0	0	0	0	0%
Total Revenues	**$2,928,286**	**$2,613,328**	**$2,263,271**	**$2,079,939**	**$2,177,639**	**$3,485,000**	**$3,150,000**	**$2,325,000**	**-26%**
Expenditures									
Capital Improvements	2,157,771	1,789,086	2,089,223	1,334,315	424,594	5,775,000	6,200,000	3,375,000	-46%
Transfers Out	0	0	0	0	0	0	250,000	250,000	0%
Total Expenditures	**$2,157,771**	**$1,789,086**	**$2,089,223**	**$1,334,315**	**$424,594**	**$5,775,000**	**$6,450,000**	**$3,625,000**	**-44%**
Excess Revenues (Exp)	770,515	824,242	174,048	745,624	1,753,045	(2,290,000)	(3,300,000)	(1,300,000)	
Ending Cash Balance	**$4,309,189**	**$5,265,495**	**$5,487,360**	**$6,039,805**	**$7,814,716**	**$5,524,716**	**$4,514,716**	**$4,224,716**	

DEBT SERVICE FUND HISTORY

	Actual					Estimated	Budget		%
Debt Service Fund	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**	**2025/26**	**2025/26**	**2026/27**	**Change**
Revenues									
Tax Income	3,104,240	2,980,050	2,932,930	2,943,405	2,973,339	2,931,405	2,931,405	2,999,473	2%
Fees and Fines	0	0	0	0	0	0	0	0	0%
Miscellaneous	11,841,337	9,871,173	57,484	92,210	106,209	95,268	106,368	50,000	-53%
Transfers In	29,880	29,880	29,880	0	0	0	0	0	0%
Total Revenues	**$14,975,457**	**$12,881,103**	**$3,020,294**	**$3,035,615**	**$3,079,548**	**$3,026,673**	**$3,037,773**	**$3,049,473**	**0%**
Expenditures									
Paying Agent Fees	2,161	2,797	2,590	2,590	2,590	2,590	4,000	4,000	0%
Issuance Costs	198,699	217,856	0	0	0	0	0	0	0%
Principal & Interest	14,756,714	12,623,495	2,957,167	2,965,906	2,962,321	2,958,198	2,958,198	2,967,773	0%
Total Expenditures	**$14,957,574**	**$12,844,148**	**$2,959,757**	**$2,968,496**	**$2,964,911**	**$2,960,788**	**$2,962,198**	**$2,971,773**	**0%**
Excess Revenues (Exp)	17,883	36,955	60,537	67,119	114,637	65,885	75,575	77,700	
Ending Cash Balance	**$884,523**	**$921,478**	**$982,015**	**$1,049,135**	**$1,163,773**	**$1,229,658**	**$1,239,348**	**$1,307,358**	

CAPITAL PROJECTS FUNDS HISTORY

	Actual					Estimated	Budget		%
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2025/26	2026/27	Change
Capital Projects Fund									
Revenues									
Miscellaneous	873	915	135,477	269,976	196,343	80,000	20,000	10,000	-50%
Transfers In	0	2,765,716	2,765,716	0	0	0	0	0	0%
Total Revenues	**$873**	**$2,766,631**	**$2,901,193**	**$269,976**	**$196,343**	**$80,000**	**$20,000**	**$10,000**	**100%**
Expenditures									
Fund Expenditures	0	0	500,000	1,047,919	1,562,457	1,427,655	0	0	0%
Transfers Out	0	0	0	0	0	0	0	1,000,000	100%
Total Expenditures	**$0**	**$0**	**$500,000**	**$1,047,919**	**$1,562,457**	**$1,427,655**	**$0**	**$1,000,000**	100%
Excess Revenues (Exp)	873	2,766,631	2,401,193	(777,943)	(1,366,114)	(1,347,655)	20,000	(990,000)	
Ending Cash Balance	**$41,568**	**$42,441**	**$2,809,073**	**$5,210,266**	**$3,334,568**	**$1,986,913**	**$3,354,568**	**$996,913**	
Municipal Building Fund									
Revenues									
Grants & Reimbursements	6,115	4,620	118,569	114,652	115,746	18,000	20,000	14,000	-30%
Miscellaneous	3,878	667	56,876	131,139	173,393	145,000	70,000	70,000	0%
Transfers In	0	0	0	0	0	0	0	0	0%
Total Revenues	**$9,993**	**$5,287**	**$175,445**	**$245,791**	**$289,139**	**$163,000**	**$90,000**	**$84,000**	**-7%**
Expenditures									
Fund Expenditures	65,032	438	23,650	712,540	598,680	471,560	502,360	580,000	15%
Transfers Out	0	0	16,343	0	0	0	0	0	100%
Total Expenditures	**$65,032**	**$438**	**$39,993**	**$712,540**	**$598,680**	**$471,560**	**$502,360**	**$580,000**	**15%**
Fund Balance Transfers									
From Gen/Dev Dep Fund	0	0	2,000,000	0	2,000,000	0	0	0	100%
Excess Revenues (Exp)	(55,039)	4,849	2,135,452	(466,749)	1,690,459	(308,560)	(412,360)	(496,000)	
Ending Cash Balance	**$731,575**	**$725,917**	**$2,870,069**	**$2,469,967**	**$4,207,680**	**$3,899,120**	**$3,795,320**	**$3,403,120**	

CAPITAL PROJECTS FUNDS HISTORY

	Actual					Estimated	Budget		%
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2025/26	2026/27	Change
Developer Deposits Fund									
Revenues									
Grants & Reimbursements	38,972	224,194	11,250	224,856	351,719	300,000	300,000	250,000	-17%
Miscellaneous	23,442	2,825	145,109	361,775	293,205	153,480	150,000	125,000	-17%
Transfer In	0	0	0	0	0	0	390,000	0	100%
Total Revenues	**$62,414**	**$227,019**	**$156,359**	**$586,631**	**$644,924**	**$453,480**	**$840,000**	**$375,000**	**-55%**
Expenditures									
Fund Expenditures	0	125,637	15,750	0	(69,300)	0	0	0	0%
Transfers Out	123,677	86,049	127,135	174,342	0	0	0	0	0%
Total Expenditures	**$123,677**	**$211,686**	**$142,885**	**$174,342**	**($69,300)**	**$0**	**$0**	**$0**	**0%**
Excess Revenues (Exp)	(61,263)	15,333	13,474	412,289	714,224	453,480	840,000	375,000	
Ending Cash Balance	**$2,011,477**	**$1,781,939**	**$2,451,785**	**$1,921,040**	**$3,618,589**	**$4,072,069**	**$4,458,589**	**$4,447,069**	
Route 59 & Lake TIF Fund									
Revenues									
Tax Income	0	0	0	0	5,814	5,000	5,000	5,000	0%
Miscellaneous	0	0	(2,564,078)	0	4	0	0	0	0%
Transfers In	73,719	2,591	77,177	174,342	216,074	569,209	600,000	600,000	0%
Total Revenues	**$73,719**	**$2,591**	**($2,486,901)**	**$174,342**	**$221,892**	**$574,209**	**$605,000**	**$605,000**	**0%**
Total Expenditures									
Fund Expenditures	$73,719	$2,591	$77,177	$174,342	$204,930	$175,000	$215,000	$215,000	**0%**
Transfers Out	$0	$0	$0	$0		$0	$390,000	$0	100%
Total Expenditures	**$73,719**	**$2,591**	**$77,177**	**$174,342**	**$204,930**	**$175,000**	**$605,000**	**$215,000**	**-64%**
Excess Revenues (Exp)	0	0	(2,564,078)	0	16,962	399,209	0	390,000	
Available Balance	**$0**	**($2,564,078)**	**($2,564,078)**	**($2,564,078)**	**($2,547,116)**	**($2,147,907)**	**($2,547,116)**	**($1,757,907)**	

CAPITAL PROJECTS FUNDS HISTORY

	Actual					Estimated	Budget		%
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2025/26	2026/27	Change
Lake St Corridor TIF Fund									
Revenues									
Tax Income	0	0	0	0	0	0	0	0	0%
Miscellaneous	0	0	0	0	0	0	0	0	0%
Total Revenues	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0%**
Total Expenditures	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,402,069**	**$0**	**$540,000**	**100%**
Excess Revenues (Exp)	0	0	0	0	0	(3,402,069)	0	(540,000)	
Ending Cash Balance	**$0**	**$0**	**$0**	**$0**	**$0**	**($3,402,069)**	**$0**	**($3,942,069)**	
Brewster Crk TIF Muni. Fund									
Revenues									
Tax Income	845,427	964,513	949,820	1,117,368	0	0	0	0	0%
Miscellaneous	3,231	906	35,512	62,608	28,076	0	0	0	0%
Total Revenues	**$848,658**	**$965,419**	**$985,332**	**$1,179,976**	**$28,076**	**$0**	**$0**	**$0**	**0%**
Total Expenditures	**$659,424**	**$629,590**	**$606,398**	**$1,361,970**	**$1,322,532**	**$0**	**$0**	**$0**	**0%**
Excess Revenues (Exp)	189,234	335,829	378,934	(181,994)	(1,294,456)	0	0	0	
Ending Cash Balance	**$946,369**	**$1,278,061**	**$1,530,323**	**$1,434,842**	**$0**	**$0**	**$0**	**$0**	
Brewster Crk TIF Proj. Fund									
Revenues									
Tax Income	5,933,276	6,767,504	6,657,305	7,847,617	0	0	0	0	0%
Miscellaneous	3,226,788	1,336,887	2,774,856	1,603,696	42,617	27,000	15,000	15,000	0%
Total Revenues	**$9,160,064**	**$8,104,391**	**$9,432,161**	**$9,451,313**	**$42,617**	**$27,000**	**$15,000**	**$15,000**	**0%**
Total Expenditures	**$9,353,312**	**$8,033,594**	**$9,348,631**	**$12,188,320**	**$844,415**	**$0**	**$0**	**$0**	**0%**
Excess Revenues (Exp)	(193,248)	70,797	83,530	(2,737,007)	(801,798)	27,000	15,000	15,000	
Ending Cash Balance	**$4,069,399**	**$4,140,197**	**$4,223,727**	**$1,516,426**	**$684,923**	**$711,923**	**$699,923**	**$726,923**	

CAPITAL PROJECTS FUNDS HISTORY

	Actual					Estimated	Budget		%
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2025/26	2026/27	Change
Bluff City TIF Project Fund									
Revenues									
Tax Income	549,656	817,454	1,108,076	1,232,342	1,616,164	2,001,429	1,800,000	2,650,000	47%
Miscellaneous	827	1,369,245	3,692	23,620	34,985	1,947,200	2,320,000	1,074,590	-54%
Total Revenues	**$550,483**	**$2,186,699**	**$1,111,768**	**$1,255,962**	**$1,651,149**	**$3,948,629**	**$4,120,000**	**$3,724,590**	**-10%**
Total Expenditures	**$549,669**	**$2,186,655**	**$1,108,301**	**$1,234,123**	**$1,619,008**	**$3,995,651**	**$4,100,000**	**$3,700,000**	**-10%**
Excess Revenues (Exp)	814	44	3,467	21,839	32,141	(47,022)	20,000	24,590	
Ending Cash Balance	**$7,948**	**$7,991**	**$11,458**	**$33,297**	**$65,437**	**$18,415**	**$85,437**	**$43,005**	
Bluff City Municipal Fund									
Revenues									
Tax Income	35,084	52,178	70,728	78,660	103,159	127,751	120,000	135,000	13%
Miscellaneous	297	110	4,920	11,946	19,358	16,965	10,000	10,000	0%
Total Revenues	**$35,381**	**$52,288**	**$75,648**	**$90,606**	**$122,517**	**$144,716**	**$130,000**	**$145,000**	**12%**
Total Expenditures	**$0**	**$0**	**$0**	**$290**	**$0**	**$0**	**$105,000**	**$105,000**	**0%**
Excess Revenues (Exp)	35,381	52,288	75,648	90,316	122,517	144,716	25,000	40,000	
Ending Cash Balance	**$118,083**	**$170,371**	**$246,019**	**$336,335**	**$458,852**	**$603,568**	**$483,852**	**$643,568**	

ENTERPRISE FUNDS HISTORY

	Actual					Estimated	Budget		%
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2025/26	2026/27	Change
Water Fund									
Revenues									
Charges for Services	12,562,443	12,505,830	12,911,970	13,692,272	13,847,742	13,645,000	13,490,000	14,630,000	8%
Miscellaneous Income	452,775	570,117	1,164,314	860,308	498,642	226,500	201,000	201,000	0%
Transfers In	0	0	0	0	0	0	0	1,000,000	0%
Total Revenues	**$13,015,218**	**$13,075,947**	**$14,076,284**	**$14,552,580**	**$14,346,384**	**$13,871,500**	**$13,691,000**	**$15,831,000**	**16%**
Expenses									
Operating Expenses	9,886,386	9,468,344	9,963,985	10,690,978	11,336,457	12,012,333	11,765,476	12,834,710	9%
Transfers Out	337,986	342,790	364,819	345,516	378,543	395,349	395,349	413,369	5%
Capital Improvements	1,377,701	1,111,927	1,195,845	2,129,020	6,882,539	3,094,036	3,785,000	3,000,000	-21%
Total Expenses	**$11,602,073**	**$10,923,061**	**$11,524,649**	**$13,165,514**	**$18,597,539**	**$15,501,718**	**$15,945,825**	**$16,248,079**	**2%**
Excess Revenues (Exp)	1,413,145	2,152,886	2,551,635	1,387,066	(4,251,155)	(1,630,218)	(2,254,825)	(417,079)	
Radium Removal Reserve									
Ending Cash Balance	**$5,543,444**	**$7,064,867**	**$8,571,711**	**$10,452,757**	**$5,616,222**	**$3,986,004**	**$3,361,397**	**$3,568,925**	
Sewer Fund									
Revenues									
Charges for Services	6,389,163	6,583,489	7,377,099	7,634,217	8,122,814	7,432,000	7,190,000	7,369,223	2%
Miscellaneous Income	76,112	2,261,294	19,196,069	12,330,858	5,508,710	1,545,249	145,000	225,000	55%
Total Revenues	**$6,465,275**	**$8,844,783**	**$26,573,168**	**$19,965,075**	**$13,631,524**	**$8,977,249**	**$7,335,000**	**$7,594,223**	**4%**
Expenses									
Operating Expenses	4,017,945	4,293,830	4,260,018	4,096,179	5,326,935	6,319,409	6,595,033	6,799,158	3%
Transfers Out	365,985	370,790	392,819	373,516	406,543	423,349	423,349	441,369	4%
Capital Improvements	2,778,975	3,186,715	22,504,934	18,844,958	5,366,433	2,975,714	2,460,000	2,445,000	-1%
Total Expenses	**$7,162,905**	**$7,851,335**	**$27,157,771**	**$23,314,653**	**$11,099,911**	**$9,718,472**	**$9,478,382**	**$9,685,527**	**2%**
Excess Revenues (Exp)	(697,630)	993,448	(584,603)	(3,349,578)	2,531,613	(741,223)	(2,143,382)	(2,091,304)	
Ending Cash Balance	**$11,209,602**	**$11,777,238**	**$16,155,648**	**$10,690,713**	**$9,642,879**	**$8,901,656**	**$7,499,497**	**$6,810,352**	

ENTERPRISE FUNDS HISTORY

	Actual					Estimated	Budget		%
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2025/26	2026/27	Change
Parking Fund									
Revenues									
Licenses and Permits	0	0	0	0	0	0	0	0	0%
Charges for Services	19,123	39,821	62,240	78,868	82,342	87,000	75,000	85,000	13%
Miscellaneous Income	48	0	0	0	0	0	0	0	0%
Total Revenues	**$19,171**	**$39,821**	**$62,240**	**$78,868**	**$82,342**	**$87,000**	**$75,000**	**$85,000**	**13%**
Expenses									
Operating Expenses	128,385	112,824	113,162	56,655	56,070	57,550	57,600	60,100	4%
Transfers Out	22,110	22,110	22,110	22,110	15,000	15,000	15,000	15,000	0%
Capital Improvements	0	0	0	0	0	0	0	0	-100%
Total Expenses	**$150,495**	**$134,934**	**$135,272**	**$78,765**	**$71,070**	**$72,550**	**$72,600**	**$75,100**	**3%**
Excess Revenues (Exp)	(131,324)	(95,113)	(73,032)	103	11,272	14,450	2,400	9,900	
Ending Cash Balance	**$98,031**	**($42,905)**	**($136,696)**	**($223,950)**	**($221,500)**	**($207,050)**	**($219,100)**	**($197,150)**	
Golf Fund									
Revenues									
Golf Course Revenues	1,426,121	1,282,646	1,389,129	1,582,965	1,598,738	1,753,000	1,707,500	1,848,000	8%
Pro Shop Sales	47,099	65,802	75,058	74,084	74,613	84,000	94,000	93,000	-1%
Food & Beverage Sales	297,915	954,548	1,076,651	1,167,802	1,165,112	1,339,000	1,291,000	1,375,000	7%
Miscellaneous Income	960	0	0	0	317	0	320,000	0	-100%
Transfers In	49,958	83,458	66,301	0	0	0	0	0	0%
Total Revenues	**$1,822,053**	**$2,386,454**	**$2,607,139**	**$2,824,851**	**$2,838,780**	**$3,176,000**	**$3,412,500**	**$3,316,000**	**-3%**
Expenses									
Golf Course Operating	1,128,663	1,233,806	1,330,708	1,319,571	1,405,840	1,449,149	1,795,581	1,653,688	-8%
Food & Beverage Operating	775,072	1,113,576	1,269,389	1,268,383	1,371,397	1,439,500	1,348,096	1,465,496	9%
Transfers Out	68,250	68,250	68,250	68,250	68,250	68,250	68,250	68,250	0%
Capital Improvements	0	0	0	1,117,731	1,281,869	43,250	55,000	100,000	82%
Total Expenses	**$1,971,985**	**$2,415,632**	**$2,668,347**	**$3,773,935**	**$4,127,356**	**$3,000,149**	**$3,266,927**	**$3,287,434**	**1%**
Excess Revenues (Exp)	(149,932)	(29,178)	(61,208)	(949,084)	(1,288,576)	175,851	145,573	28,566	
Ending Cash Balance	**($1,746,267)**	**($1,773,930)**	**($1,634,708)**	**($1,212,021)**	**($1,621,116)**	**($1,445,265)**	**($1,475,543)**	**($1,416,699)**	

TRUST AND AGENCY FUND HISTORY

	Actual					Estimated	Budget		%
Police Pension Fund	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**	**2025/26**	**2025/26**	**2026/27**	**Change**
Revenues									
Miscellaneous	12,525,804	(1,458,780)	987,495	5,941,995	6,490,156	11,262,012	4,659,500	4,715,500	1%
Transfers In	1,811,346	2,300,083	2,396,860	2,522,796	3,079,520	3,500,000	3,468,598	3,625,800	5%
Total Revenues	**$14,337,150**	**$841,303**	**$3,384,355**	**$8,464,791**	**$9,569,676**	**$14,762,012**	**$8,128,098**	**$8,341,300**	**3%**
Total Expenses	**$2,511,641**	**$3,049,412**	**$3,037,164**	**$3,516,360**	**$4,128,400**	**$4,212,851**	**$4,244,901**	**$4,514,249**	**6%**
Excess Revenues (Exp)	11,825,509	(2,208,109)	347,191	4,948,431	5,441,276	10,549,161	3,883,197	3,827,051	
Ending Net Assets	**$57,803,262**	**$55,580,612**	**$55,927,201**	**$60,875,632**	**$66,309,986**	**$76,859,147**	**$70,193,183**	**$80,686,198**	
Bluff City SSA Debt Serv Fund									
Revenues									
Tax Income	923,262	882,102	918,734	544,558	0	0	0	0	0%
Miscellaneous	1,019	200	6,474	14,472	50,426	4,300	2,500	5,000	100%
Total Revenues	**$924,281**	**$882,302**	**$925,208**	**$559,030**	**$50,426**	**$4,300**	**$2,500**	**$5,000**	**100%**
Total Expenses	**$1,044,400**	**$988,075**	**$975,904**	**$974,803**	**$0**	**$0**	**$60,000**	**$116,805**	**95%**
Excess Revenues (Exp)	(120,119.00)	(105,773)	(50,696)	(415,773)	50,426	4,300	(57,500)	(111,805)	
Ending Net Assets	**$629,321**	**$523,547**	**$472,851**	**$57,079**	**$107,505**	**$111,805**	**$50,005**	**$0**	

INTERNAL SERVICES FUNDS HISTORY

	Actual					Estimated	Budget		%
Central Services Fund	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**	**2025/26**	**2025/26**	**2026/27**	**Change**
Revenues									
Miscellaneous	1,103	6,032	17,051	44,890	40,238	33,500	23,500	23,500	0%
Transfers In	1,379,763	1,455,904	1,455,904	1,516,151	1,727,782	1,727,782	1,727,782	1,983,298	15%
Total Revenues	**$1,380,866**	**$1,461,936**	**$1,472,955**	**$1,561,041**	**$1,768,020**	**$1,761,282**	**$1,751,282**	**$2,006,798**	**15%**
Total Expenses	**$1,183,628**	**$1,302,901**	**$1,458,571**	**$1,645,748**	**$1,410,208**	**$1,644,915**	**$1,960,761**	**$2,034,920**	**4%**
Excess Revenues (Exp)	197,238	159,035	14,384	(84,707)	357,812	116,367	(209,479)	(28,122)	
Ending Cash Balance	**$687,863**	**$830,262**	**$852,544**	**$741,496**	**$979,533**	**$1,095,900**	**$770,054**	**$1,067,778**	
Vehicle Replacement Fund									
Revenues									
Miscellaneous	64,915	22,743	177,115	141,856	197,178	160,000	95,000	95,000	0%
Transfers In	663,722	628,588	796,976	694,242	687,132	783,132	783,132	783,132	0%
Total Revenues	**$728,637**	**$651,331**	**$974,091**	**$836,098**	**$884,310**	**$943,132**	**$878,132**	**$878,132**	**0%**
Total Expenses	**$598,018**	**$297,700**	**$940,648**	**$301,533**	**$1,458,158**	**$901,511**	**$1,781,000**	**$640,175**	**-64%**
Excess Revenues (Exp)	130,619	353,631	33,443	534,565	(573,848)	41,621	(902,868)	237,957	
Ending Cash Balance	**$1,665,514**	**$1,964,267**	**$2,065,870**	**$2,610,703**	**$2,102,810**	**$2,144,431**	**$1,199,942**	**$2,382,388**	

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
100 - General Fund								
410100	Property Tax	6,542,941	6,660,156	7,261,841	7,269,094	7,269,094	7,269,094	0%
410101	Road & Bridge Tax	157,327	174,841	166,417	160,000	160,000	160,000	0%
410103	Police Pension Tax	2,232,916	2,234,086	2,752,701	2,682,060	2,682,060	3,153,930	18%
410104	State Replacement Tax	163,943	113,915	73,664	60,000	60,000	60,000	0%
410105	Sales Tax	3,974,147	3,949,919	6,854,141	7,600,000	5,900,000	7,100,000	20%
410106	State Income Tax	6,641,682	6,729,489	7,144,231	7,300,000	7,250,000	7,300,000	1%
410107	Telecommunications Tax	399,006	399,683	394,960	390,000	390,000	390,000	0%
410108	HR Sales Tax	2,995,507	2,962,981	4,173,904	7,600,000	3,500,000	8,100,000	131%
410109	Local Use Tax	1,763,586	1,614,155	1,138,833	350,000	800,000	100,000	-88%
410110	Real Estate Transfer Tax	741,876	804,015	809,444	730,000	600,000	650,000	8%
410114	Gaming Tax	398,360	434,776	482,460	500,000	450,000	475,000	6%
	Total Tax Income	26,011,291	26,078,016	31,252,596	34,641,154	29,061,154	34,758,024	20%
420200	Business Licenses	183,005	245,984	188,228	175,000	175,000	175,000	0%
420210	Contractors Licenses	67,053	82,550	73,010	70,000	65,000	65,000	0%
420215	Liquor/Bar Licenses	72,893	64,483	59,925	55,000	55,000	55,000	0%
420230	Building Permits	892,272	1,338,552	1,226,645	900,000	900,000	875,000	-3%
420231	Erosion Control Permits	2,625	13,305	21,000	25,000	21,000	21,000	0%
420625	Antenna License Fees	259,130	229,400	200,725	282,000	245,000	275,000	12%
	Total License Fees	1,476,978	1,974,274	1,769,533	1,507,000	1,461,000	1,466,000	0%
430235	Plan Review Fees	198,363	65,396	29,069	60,662	25,000	25,000	0%
430239	Street Signs	5,100	213	87	0	0	0	0%
430260	Cable TV Franchise Fees	589,799	538,870	465,353	435,600	475,000	425,000	-11%
430263	Natural Gas Franchise Fees	64,711	71,205	66,204	50,000	50,000	50,000	0%
430280	Garbage Franchise Fees	150,342	151,950	156,760	157,882	150,000	150,000	0%
430300	Village Fines	59,527	73,773	99,614	100,000	55,000	75,000	36%
430305	County Fines	125,832	140,984	140,220	165,000	130,000	130,000	0%
430310	Towing/Impound Fines	79,500	48,000	86,500	110,000	65,000	80,000	23%
	Total Fees & Fines	1,273,174	1,090,391	1,043,807	1,079,144	950,000	935,000	-2%
440405	General Operating Grants	0	790	0	3,000	0	0	0%
440406	Public Works Operating	2,000	0	0	225,000	225,000	500,000	122%
440407	Public Safety Operating	3,051,966	384,036	145,378	41,151	20,000	20,000	0%
440540	FOIA Requests	6,558	7,193	6,582	6,000	6,000	6,000	0%
	Total Grants & Reimbursements	3,060,524	392,019	151,960	275,151	251,000	526,000	110%

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
100 - General Fund								
480100	Mining Royalties	155,522	168,300	164,612	185,000	120,000	120,000	0%
480200	Sale of Cemetery Lots	5,750	58,860	38,300	42,000	2,000	10,000	400%
480600	Interest Income	566,752	1,117,046	1,320,094	1,200,000	800,000	800,000	0%
480601	Miscellaneous Income	367,759	223,785	504,332	320,000	250,000	250,000	0%
480602	IRMA Reimbursements	116,013	105,705	17,448	23,000	50,000	50,000	0%
480603	Liaison Officer Reimbursement	169,367	166,617	166,154	302,040	165,000	289,500	75%
480666	Yard Waste Bags	5,532	4,418	4,155	4,100	5,000	4,000	-20%
	Total Miscellaneous Income	1,386,695	1,844,731	2,215,095	2,076,140	1,392,000	1,523,500	9%
490220	Transfer from MFT	0	0	0	0	250,000	250,000	0%
490500	Transfer from Water	130,000	130,000	130,000	130,000	130,000	130,000	0%
490510	Transfer from Sewer	130,000	130,000	130,000	130,000	130,000	130,000	0%
490520	Transfer from Parking	15,000	15,000	15,000	15,000	15,000	15,000	0%
490550	Transfer from Golf	68,250	68,250	68,250	68,250	68,250	68,250	0%
	Total Transfers In	343,250	343,250	343,250	343,250	593,250	593,250	0%
Total General Fund Revenues		**$33,551,912**	**$31,722,681**	**$36,776,241**	**$39,921,839**	**$33,708,404**	**$39,801,774**	**18%**
220 - Motor Fuel Tax (MFT) Fund								
410111	MFT Allotments	1,679,249	1,843,312	1,857,890	1,870,000	1,800,000	1,875,000	4%
410116	Municipal MFT	0	0	0	225,000	0	275,000	100%
	Total Tax Income	1,679,249	1,843,312	1,857,890	2,095,000	1,800,000	2,150,000	19%
440406	Grant Income	452,628	0		980,000	980,000	0	-100%
	Total Grant & Reimbursements	452,628	0	0	980,000	980,000	0	-100%
480600	Interest Income	131,394	236,627	319,749	240,000	200,000	175,000	-13%
480601	Miscellaneous Income	0	0	0	170,000	170,000	0	-100%
	Total Miscellaneous Income	131,394	236,627	319,749	410,000	370,000	175,000	-53%
Total Motor Fuel Tax Revenues		**$2,263,271**	**$2,079,939**	**$2,177,639**	**$3,485,000**	**$3,150,000**	**$2,325,000**	**-26%**

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
300 - Debt Service Fund								
410100	Property Tax	2,932,930	2,943,405	2,973,339	2,931,405	2,931,405	2,999,473	2%
	Total Tax Income	2,932,930	2,943,405	2,973,339	2,931,405	2,931,405	2,999,473	2%
480300	Bond Proceeds	0	0	0	0	0	0	0%
480301	Debt Issue Premium	0	0	0	0	0	0	0%
480600	Interest Income	18,609	53,731	70,103	60,000	70,000	50,000	-29%
480601	Miscellaneous Income	38,875	38,479	36,106	35,268	36,368	0	-100%
	Total Miscellaneous Income	57,484	92,210	106,209	95,268	106,368	50,000	-53%
490400	Transfer from Capital Projects	0	0	0	0	0	0	0%
490480	Transfer from Brewster Creek TIF	29,880	0	0	0	0	0	0%
	Total Transfers In	29,880	0	0	0	0	0	0%
Total Debt Service Fund Revenues		**$3,020,294**	**$3,035,615**	**$3,079,548**	**$3,026,673**	**$3,037,773**	**$3,049,473**	0%
400 - Capital Projects Fund								
440406	Grants	0	0	0	0	0	0	0%
	Total Grants & Reimbursements	0	0	0	0	0	0	0%
480300	Bond Proceeds	0	0	0	0	0	0	0%
480301	Debt Issue Premium	0	0	0	0	0	0	0%
480600	Interest Income	135,477	269,976	196,343	80,000	20,000	10,000	-50%
480601	Miscellaneous Income	0	0	0	0	0	0	0%
	Total Miscellaneous Income	135,477	269,976	196,343	80,000	20,000	10,000	-50%
490100	Transfer from General Fund	2,765,716	0	0	0	0	0	0%
490430	Transfer from Developer Deposits	0	0	0	0	0	0	0%
	Total Transfers In	2,765,716	0	0	0	0	0	0%
Total Capital Projects Fund Revenues		**$2,901,193**	**$269,976**	**$196,343**	**$80,000**	**$20,000**	**$10,000**	-50%

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
420 - Municipal Building Fund								
440510	Contributions	118,569	114,652	115,746	18,000	20,000	14,000	-30%
	Total Grants & Reimbursements	118,569	114,652	115,746	18,000	20,000	14,000	-30%
480300	Bond Proceeds	0	0	0	0	0	0	0%
480600	Interest Income	56,876	131,139	173,393	145,000	70,000	70,000	0%
	Total Miscellaneous Income	56,876	131,139	173,393	145,000	70,000	70,000	0%
490100	Transfer from General	2,000,000	0	2,000,000	0	0	0	0%
490430	Transfer from Developer Deposits	0	0	0	0	0	0	0%
	Total Transfers In	2,000,000	0	2,000,000	0	0	0	0%
Total Municipal Building Fund Revenues		**$2,175,445**	**$245,791**	**$2,289,139**	**$163,000**	**$90,000**	**$84,000**	**-7%**
430 - Developer Deposits Fund								
440406	Grants	0	0	0	0	0	0	0%
440510	Contributions	11,250	224,856	351,719	300,000	300,000	250,000	-17%
	Total Grants & Reimbursements	11,250	224,856	351,719	300,000	300,000	250,000	-17%
480600	Interest Income	145,109	361,775	293,205	153,480	150,000	125,000	-17%
480601	Miscellaneous Income	0	0	0	0	0	0	0%
	Total Miscellaneous Income	145,109	361,775	293,205	153,480	150,000	125,000	-17%
490442	Transfer from Rt. 59 & Lake TIF	0	0	0	0	390,000	0	-100%
490550	Transfer from Golf	0	0	0	0	0	0	0%
	Total Transfers In	0	0	0	0	390,000	0	-100%
Total Developer Deposit Fund Revenues		**$156,359**	**$586,631**	**$644,924**	**$453,480**	**$840,000**	**$375,000**	**-55%**
442 - Route 59 & Lake TIF Fund								
410100	Property Tax - Current	0	0	5,814	5,000	5,000	5,000	0%
	Total Tax Income	0	0	5,814	5,000	5,000	5,000	0%
480530	Sale of Land	(2,564,078)	0	0	0	0	0	0%
	Total Sale of Land	(2,564,078)	0	0	0	0	0	0%
480600	Interest Income	0	0	4	0	0	0	0%
480601	Miscellaneous Income	0	0	0	0	0	0	0%
	Total Miscellaneous Income	0	0	4	0	0	0	0%
490100	Transfer from General Fund	0	0	216,074	569,209	600,000	600,000	0%
490430	Transfer from Developer Deposits	77,177	174,342	0	0	0	0	0%
	Total Transfers In	77,177	174,342	216,074	569,209	600,000	600,000	0%
Total Rte 59 & Lake TIF Fund Revenues		**($2,486,901)**	**$174,342**	**$221,892**	**$574,209**	**$605,000**	**$605,000**	**0%**

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
443 - Bluff City TIF Municipal Fund								
410100	Property Tax - Current	70,728	78,660	103,159	127,751	120,000	135,000	13%
	Total Tax Income	70,728	78,660	103,159	127,751	120,000	135,000	13%
480600	Interest Income	4,920	11,946	19,358	16,965	10,000	10,000	0%
	Total Miscellaneous Income	4,920	11,946	19,358	16,965	10,000	10,000	0%
Total Bluff City TIF Municipal Revenues		**$75,648**	**$90,606**	**$122,517**	**$144,716**	**$130,000**	**$145,000**	**12%**
444 - Bluff City TIF Project Fund								
410100	Property Tax	1,108,076	1,232,342	1,616,164	2,001,429	1,800,000	2,650,000	47%
	Total Tax Income	1,108,076	1,232,342	1,616,164	2,001,429	1,800,000	2,650,000	47%
480350	Note Proceeds	0	0	0	1,907,200	2,300,000	1,044,590	-55%
480600	Interest Income	3,692	23,620	34,985	40,000	20,000	30,000	50%
	Total Miscellaneous Income	3,692	23,620	34,985	1,947,200	2,320,000	1,074,590	-54%
Total Bluff City TIF Project Fund Revenues		**$1,111,768**	**$1,255,962**	**$1,651,149**	**$3,948,629**	**$4,120,000**	**$3,724,590**	**-10%**
445 - Lake Street Corridor TIF Fund								
410100	Property Tax - Current	0	0	0	0	0	0	0%
	Total Tax Income	0	0	0	0	0	0	0%
480600	Interest Income	0	0	0	0	0	0	0%
	Total Miscellaneous Income	0	0	0	0	0	0	0%
Total Lake Street Corridor TIF Revenues		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0%**

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
480 - Brewster Creek TIF Municipal Fund								
410100	Property Tax - Current	949,820	1,117,368	0	0	0	0	0%
	Total Tax Income	949,820	1,117,368	0	0	0	0	0%
480600	Interest Income	35,512	62,608	28,076	0	0	0	0%
	Total Miscellaneous Income	35,512	62,608	28,076	0	0	0	0%
Total BCTIF Municipal Account Revenues		**$985,332**	**$1,179,976**	**$28,076**	**$0**	**$0**	**$0**	**0%**
481 - Brewster Creek TIF Project Fund								
410100	Property Tax	6,648,740	7,821,574	0	0	0	0	0%
410105	Sales Tax	8,565	26,043	0	0	0	0	0%
	Total Tax Income	6,657,305	7,847,617	0	0	0	0	0%
480300	Bond Proceeds	0	0	0	0	0	0	0%
480350	Note Proceeds	2,597,699	1,278,399	0	0	0	0	0%
480600	Interest Income	177,157	325,297	42,617	27,000	15,000	15,000	0%
	Total Miscellaneous Income	2,774,856	1,603,696	42,617	27,000	15,000	15,000	0%
Total BCTIF Project Fund Revenues		**$9,432,161**	**$9,451,313**	**$42,617**	**$27,000**	**$15,000**	**$15,000**	**0%**
500 - Water Fund								
440406	Grants	0	0	0	0	0	0	0%
	Total Grants & Reimbursements	0	0	0	0	0	0	0%
450100	Water Sales	12,562,690	13,294,666	13,262,559	13,200,000	13,100,000	14,200,000	8%
450105	Late Payment Fees	122,172	123,497	125,576	125,000	120,000	120,000	0%
450110	Meter Sales	21,643	48,236	79,149	80,000	60,000	60,000	0%
450120	Water Connection Charges	205,465	225,873	380,458	240,000	210,000	250,000	19%
	Total Charges For Services	12,911,970	13,692,272	13,847,742	13,645,000	13,490,000	14,630,000	8%
480600	Interest Income	168,685	412,073	255,227	225,000	200,000	200,000	0%
480601	Miscellaneous Income	3,279	109,235	1,415	1,500	1,000	1,000	0%
480650	Developer Contributions	992,350	339,000	242,000	0	0	0	0%
480652	IEPA Loan Program	0	0	0	0	0	0	0%
	Total Miscellaneous Income	1,164,314	860,308	498,642	226,500	201,000	201,000	0%
490400	Transfer from Capital Projects	0	0	0	0	0	1,000,000	100%
	Total Transfers In	0	0	0	0	0	1,000,000	100%
Total Water Fund Revenues		**$14,076,284**	**$14,552,580**	**$14,346,384**	**$13,871,500**	**$13,691,000**	**$15,831,000**	**16%**

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
510 - Sewer Fund								
440406	Grants	0	0	0	0	0	0	0%
	Total Grants & Reimbursements	0	0	0	0	0	0	0%
450100	Sewer Charges	7,198,363	7,405,272	7,840,185	7,200,000	7,000,000	7,099,223	1%
450105	Late Payment Fees	69,582	68,450	84,858	72,000	70,000	70,000	0%
450120	Sewer Connection Charges	109,154	160,495	197,771	160,000	120,000	200,000	67%
	Total Charges For Services	7,377,099	7,634,217	8,122,814	7,432,000	7,190,000	7,369,223	2%
480300	Bond Proceeds	0	0	0	0	0	0	0%
480600	Interest Income	311,095	631,612	553,078	350,000	120,000	200,000	67%
480601	Miscellaneous Income	48,455	4,350	84,100	432,249	25,000	25,000	0%
480650	Developer Contributions	262,485	0	0	0	0	0	0%
480652	IEPA Loan Program	18,574,034	11,694,896	4,871,532	763,000	0	0	0%
	Total Miscellaneous Income	19,196,069	12,330,858	5,508,710	1,545,249	145,000	225,000	55%
Total Sewer Fund Revenues		**$26,573,168**	**$19,965,075**	**$13,631,524**	**$8,977,249**	**$7,335,000**	**$7,594,223**	**4%**
520 - Parking Fund								
420200	Metra Station Bus. License Fee	0	0	0	0	0	0	0%
	Total License Fee	0	0	0	0	0	0	0%
450200	Parking Meter Revenue	62,240	78,868	82,342	87,000	75,000	85,000	13%
	Total Charges For Services	62,240	78,868	82,342	87,000	75,000	85,000	13%
480600	Interest Income	0	0	0	0	0	0	0%
	Total Miscellaneous Income	0	0	0	0	0	0	0%
Total Parking Fund Revenues		**$62,240**	**$78,868**	**$82,342**	**$87,000**	**$75,000**	**$85,000**	**13%**

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
550 - Golf Fund								
460000	Green Fees - 18 holes	823,108	1,060,346	1,110,334	1,210,000	1,150,000	1,300,000	13%
460010	Twilight Fees	99,597	0	0	0	0	0	0%
460020	Green Fees - 9 holes	43,275	91,435	56,116	100,000	90,000	110,000	22%
460021	Simulator	0	0	13,629	13,000	10,000	13,000	30%
460030	Permanent Tee Time Fee	0	0	0	0	0	0	0%
460040	Season Passes	62,805	59,555	63,225	65,000	55,000	65,000	18%
460050	Handicapping Fees	40	50	90	1,500	1,500	1,500	0%
460060	Range Balls	31,422	38,438	41,343	50,000	48,000	55,000	15%
460070	Pull Cart Rentals	190	222	191	500	500	500	0%
460080	Motorized Cart Rentals	327,627	331,256	312,345	310,000	350,000	300,000	-14%
460090	Club Rentals	1,065	1,663	1,465	3,000	2,500	3,000	20%
460100	Locker Rentals	0	0	0	0	0	0	0%
	Total Golf Course Revenues	1,389,129	1,582,965	1,598,738	1,753,000	1,707,500	1,848,000	8%
461000	Bags/Head Covers	917	1,030	1,587	1,000	1,500	1,500	0%
461010	Golf Shoes	5,154	1,639	2,884	3,500	5,000	4,000	-20%
461020	Golf Balls	32,115	35,790	32,259	36,000	38,000	38,000	0%
461030	Golf Clubs	3,516	1,829	8,343	7,000	8,000	8,000	0%
461040	Golf Gloves	6,212	6,203	5,409	6,000	6,500	6,500	0%
461050	Miscellaneous Golf Merchandise	25,428	25,861	22,504	28,000	30,000	32,000	7%
461060	Miscellaneous Non-Taxable Sales	1,716	1,732	1,627	2,500	5,000	3,000	-40%
	Total Golf Pro Shop Sales	75,058	74,084	74,613	84,000	94,000	93,000	-1%
470000	Restaurant Sales	143,265	161,215	154,841	170,000	171,000	180,000	5%
470010	Banquet Sales	769,583	809,611	791,024	920,000	890,000	925,000	4%
470020	Midway Sales	163,803	196,976	219,247	249,000	230,000	270,000	17%
	Total Food & Beverage Revs	1,076,651	1,167,802	1,165,112	1,339,000	1,291,000	1,375,000	7%
480520	Sale of Equipment	0	0	0	0	165,000	0	-100%
480600	Interest Income	0	0	0	0	0	0	0%
480601	Miscellaneous Income	0	0	317	0	155,000	0	-100%
480650	Developer Contributions	0	0	0	0	0	0	0%
	Total Miscellaneous Income	0	0	317	0	320,000	0	-100%
490420	Transfer from Municipal Building	16,343	0	0	0	0	0	0%
490430	Transfer from Developer Deposits	49,958	0	0	0	0	0	0%
	Total Transfers In	66,301	0	0	0	0	0	0%
Total Golf Fund Revenues		**$2,607,139**	**$2,824,851**	**$2,838,780**	**$3,176,000**	**$3,412,500**	**$3,316,000**	**-3%**

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
600 - Central Services Fund								
480600	Interest Income	17,051	27,796	34,524	30,000	20,000	20,000	0%
480601	Miscellaneous Income	0	17,094	5,714	3,500	3,500	3,500	0%
	Total Miscellaneous Income	17,051	44,890	40,238	33,500	23,500	23,500	0%
490100	Transfer from General	1,072,082	1,126,877	1,272,454	1,238,842	1,238,842	1,458,318	18%
490500	Transfer from Water	191,911	194,637	227,664	244,470	244,470	262,490	7%
490510	Transfer from Sewer	191,911	194,637	227,664	244,470	244,470	262,490	7%
490550	Transfer from Golf	0	0	0	0	0	0	0%
	Total Transfers In	1,455,904	1,516,151	1,727,782	1,727,782	1,727,782	1,983,298	15%
Total Central Services Fund Revenues		**$1,472,955**	**$1,561,041**	**$1,768,020**	**$1,761,282**	**$1,751,282**	**$2,006,798**	**15%**
610 - Vehicle Replacement Fund								
480520	Sale of Equipment	95,845	43,082	93,781	80,000	20,000	30,000	50%
480600	Interest Income	42,445	98,774	103,397	80,000	75,000	65,000	-13%
480601	Miscellaneous	38,825	0	0	0	0	0	0%
	Total Miscellaneous Income	177,115	141,856	197,178	160,000	95,000	95,000	0%
490100	Transfer from General	676,050	617,374	617,374	713,374	713,374	713,374	0%
490500	Transfer from Water	42,908	20,879	20,879	20,879	20,879	20,879	0%
490510	Transfer from Sewer	70,908	48,879	48,879	48,879	48,879	48,879	0%
490520	Transfer from Parking	7,110	7,110	0	0	0	0	0%
490550	Transfer from Golf	0	0	0	0	0	0	0%
	Total Transfers In	796,976	694,242	687,132	783,132	783,132	783,132	0%
Total Vehicle Replacement Fund Revenues		**$974,091**	**$836,098**	**$884,310**	**$943,132**	**$878,132**	**$878,132**	**0%**

REVENUE DETAIL

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
700 - Police Pension Fund								
480500	Pension Member Contributions	572,747	691,554	674,264	706,145	659,000	715,000	8%
480600	Investment Income	414,318	5,250,340	5,815,892	10,555,867	4,000,000	4,000,000	0%
480601	Miscellaneous Income	430	101	0	0	500	500	0%
	Total Miscellaneous Income	987,495	5,941,995	6,490,156	11,262,012	4,659,500	4,715,500	1%
490100	Village Contribution (from General)	2,396,860	2,522,796	3,079,520	3,500,000	3,468,598	3,625,800	5%
	Total Transfers In	2,396,860	2,522,796	3,079,520	3,500,000	3,468,598	3,625,800	5%
Total Police Pension Fund Revenues		**$3,384,355**	**$8,464,791**	**$9,569,676**	**$14,762,012**	**$8,128,098**	**$8,341,300**	**3%**
720 - Bluff City SSA Debt Service Fund								
410100	Property Taxes	918,734	544,558	0	0	0	0	0%
	Total Tax Income	918,734	544,558	0	0	0	0	0%
480600	Interest Income	6,474	14,472	3,266	4,300	2,500	5,000	100%
480601	Miscellaneous Income	0	0	47,160	0	0	0	
	Total Miscellaneous Income	6,474	14,472	50,426	4,300	2,500	5,000	100%
Total Bluff City SSA Debt Svc Fund Revenues		**$925,208**	**$559,030**	**$50,426**	**$4,300**	**$2,500**	**$5,000**	**100%**

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
1800 - Street Maintenance								
511000	Regular Salaries	1,634,565	1,880,294	1,958,609	2,015,130	2,018,171	2,093,394	4%
511100	Overtime Salaries	40,279	40,568	43,441	55,000	55,000	55,000	0%
511200	Temporary Salaries	17,017	19,744	25,895	45,903	54,000	54,000	0%
514000	Employee Retirement Contributions	307,691	330,580	343,793	385,000	380,436	415,479	9%
515000	Employee Group Insurance	376,026	373,015	361,933	400,000	445,803	424,732	-5%
	Total Personnel Services	2,375,578	2,644,201	2,733,671	2,901,033	2,953,410	3,042,605	3%
522500	Equipment Rental	32,972	57,442	48,113	50,000	55,000	55,000	0%
523100	Advertising	59	176	0	200	500	500	0%
524120	Utilities	80,074	155,387	171,143	130,000	130,000	130,000	0%
524230	Snow Plowing Contracts	86,600	95,625	93,900	94,000	140,000	140,000	0%
526000	Vehicle Maintenance	69,362	70,537	64,880	45,000	50,000	50,000	0%
527100	Services to Maintain Streets	19,653	28,920	32,053	25,000	25,000	73,000	192%
527110	Services to Maintain Traffic Signals	39,424	40,219	51,179	40,000	50,000	50,000	0%
527112	Services to Maintain Street Lights	15,519	8,556	36,855	25,000	25,000	35,000	40%
527113	Services to Maintain Grounds	130,489	137,337	100,366	140,000	140,000	175,000	25%
527130	Bike Path and Sidewalk Replacement	119,228	164,555	340,407	1,200,000	1,428,000	325,000	-77%
527140	Tree and Landscaping Maintenance	33,504	90,070	271,495	2,273,000	2,230,000	60,000	-97%
527150	Brush Collection	89,393	89,393	89,393	89,400	89,400	92,100	3%
527160	Street Sweeping	90,875	109,500	70,203	100,000	110,000	110,000	0%
527170	Misc Capital Projects	0	0	0	0	0	5,580,000	100%
	Total Contractual Services	807,152	1,047,717	1,369,987	4,211,600	4,472,900	6,875,600	54%
530100	Materials & Supplies	44,907	44,503	43,314	38,000	40,000	40,000	0%
530110	Uniforms	9,040	8,934	12,750	10,000	10,000	10,000	0%
530115	Subscriptions/Publications	0	13	0	0	100	100	0%
530150	Small Tools	4,377	6,124	4,503	5,000	5,500	5,500	0%
530160	Safety Equipment	8,201	2,787	2,412	5,500	6,000	6,000	0%
532010	Fuel Purchases	108,579	84,818	82,734	80,000	85,000	85,000	0%
532200	Office Supplies	2,271	1,436	4,120	4,500	4,500	4,500	0%
532300	Postage	700	121	1,673	1,500	1,000	2,000	100%

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
1800 - Street Maintenance								
534230	Snow Plowing Salt	28,084	43,743	43,124	65,000	140,000	126,000	-10%
534300	Equipment Maintenance Materials	46,833	54,871	57,894	58,000	60,000	60,000	0%
534400	Street Maintenance Materials	67,170	82,741	95,506	70,000	70,000	100,000	43%
534500	Grounds Maintenance Materials	15,873	15,471	40,102	25,000	27,000	27,000	0%
534600	Building Maintenance Materials	10,223	17,609	7,597	8,000	8,000	10,000	25%
534800	Street Light Maintenance Materials	48,439	34,600	28,417	55,000	60,500	175,000	189%
	Total Commodities	394,697	397,771	424,146	425,500	517,600	651,100	26%
541600	Professional Development	10,112	11,014	5,746	10,000	13,010	12,285	-6%
543101	Dues	796	1,299	1,327	1,500	1,741	1,907	10%
543800	Storm Water Facilities Maintenance	146,995	667,189	202,574	500,000	655,000	150,000	-77%
546900	Contingencies	3,071	8,207	8,911	9,000	10,000	10,000	0%
	Total Other Charges	160,974	687,709	218,558	520,500	679,751	174,192	-74%
570100	Machinery & Equipment	25,977	189,333	62,317	328,000	328,340	194,000	-41%
574800	Tree Purchases	24,655	52,100	32,550	45,000	50,000	50,000	0%
574900	Cemetary Columbarium	0	57,695	1,500	0	0	0	-100%
	Total Capital Outlay	50,632	299,128	96,367	373,000	378,340	244,000	-36%
590600	Transfer to Central Services	160,115	162,390	189,945	203,967	203,967	235,990	16%
590610	Transfer to Vehicle Replacement	372,029	350,000	350,000	500,000	500,000	500,000	0%
	Total Transfers Out	532,144	512,390	539,945	703,967	703,967	735,990	5%
Total Street Maintenance Expenditures		**$4,321,177**	**$5,588,916**	**$5,382,674**	**$9,135,600**	**$9,705,968**	**$11,723,487**	**21%**

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5000 - Water Operating								
511000	Regular Salaries	842,945	1,082,088	1,141,506	1,161,271	1,218,074	1,275,277	5%
511100	Overtime Salaries	44,087	38,698	80,147	60,000	60,000	60,000	0%
511200	Temporary Salaries	0	0	0	20,000	34,000	34,000	0%
514000	Employee Retirement Contributions	180,217	190,102	209,494	219,904	228,780	255,822	12%
515000	Employee Group Insurance	197,974	198,519	202,818	200,000	237,408	229,398	-3%
	Total Personnel Services	1,265,223	1,509,407	1,633,965	1,661,175	1,778,262	1,854,497	4%
520025	DWC Water Agreement	5,864,433	6,380,159	6,797,785	7,392,204	7,055,000	8,000,000	13%
522400	Service Agreements	357,558	272,810	272,085	275,000	275,000	165,110	-40%
522500	Equipment Rental	7,903	8,431	10,510	8,200	8,500	8,500	0%
522720	Printing Services	8,800	8,720	8,713	8,800	9,500	9,500	0%
522800	Analytical Testing	19,124	15,699	18,173	24,500	25,000	25,000	0%
523100	Advertising	530	194	99	0	200	200	0%
523401	Engineering Services	44,218	36,695	52,389	80,000	115,000	115,000	0%
524120	Utilities	68,700	70,701	82,091	91,000	100,000	100,000	0%
526000	Vehicle Maintenance	7,802	5,465	5,991	4,000	5,000	5,000	0%
527120	Services to Maintain Mains	62,312	54,474	113,434	85,000	80,000	100,000	25%
	Total Contractual Services	6,441,380	6,853,348	7,361,270	7,968,704	7,673,200	8,528,310	11%
530100	Materials & Supplies	56,425	80,821	81,704	71,000	72,000	72,000	0%
530110	Uniforms	3,076	4,662	4,313	4,000	4,200	4,200	0%
530115	Subscriptions/Publications	0	0	0	0	200	200	0%
530120	Chemical Supplies	13,851	16,015	16,175	16,300	16,500	16,500	0%
530150	Small Tools	2,772	7,279	2,466	2,500	2,500	2,500	0%
530160	Safety Equipment	3,672	2,075	3,501	3,200	3,000	3,000	0%
532000	Automotive Supplies	14,106	12,956	13,527	13,000	14,000	14,000	0%
532200	Office Supplies	3,683	1,950	4,515	4,900	5,000	5,000	0%
532300	Postage	37,932	39,847	41,876	50,000	40,000	42,000	5%

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5000 - Water Operating								
534300	Equipment Maintenance Materials	8,687	23,334	11,088	18,000	20,000	20,000	0%
534500	Grounds Maintenance Materials	1,115	0	0	1,000	5,200	5,200	0%
534600	Building Maintenance Materials	8,332	698	9,358	9,300	7,500	7,500	0%
534810	Meter Maintenance Materials	60,469	62,606	98,568	65,500	65,000	65,000	0%
	Total Commodities	214,120	252,243	287,091	258,700	255,100	257,100	1%
541600	Professional Development	1,391	4,552	5,386	4,500	9,545	7,795	-18%
543101	Dues	611	831	787	800	815	705	-13%
546300	Bank Charges	5,709	5,782	5,696	6,000	6,100	6,100	0%
546900	Contingencies	3,454	11,116	12,129	20,000	25,000	25,000	0%
547047	IEPA Loan Interest	123,763	117,419	110,958	107,264	107,264	100,615	-6%
547048	IEPA Loan Principal	340,455	346,748	353,158	359,686	359,686	366,334	2%
547072	DWC Buy-In ($13M)	434,354	434,354	434,354	434,354	434,354	434,354	0%
547079	2021A GO Bond Interest	520,400	476,656	443,931	424,150	424,150	388,900	-8%
547080	2021A GO Bond Principal	610,000	640,000	675,000	705,000	705,000	740,000	5%
	Total Other Charges	2,040,137	2,037,458	2,041,399	2,061,754	2,071,914	2,069,803	0%
570100	Machinery & Equipment	3,125	38,522	12,732	62,000	62,000	125,000	102%
	Total Capital Outlay	3,125	38,522	12,732	62,000	62,000	125,000	102%
590100	Transfer to General	130,000	130,000	130,000	130,000	130,000	130,000	0%
590600	Transfer to Central Services	191,911	194,637	227,664	244,470	244,470	262,490	7%
590610	Transfer to Vehicle Replacement	42,908	20,879	20,879	20,879	20,879	20,879	0%
	Total Transfers Out	364,819	345,516	378,543	395,349	395,349	413,369	5%
Total Water Operating Expenses		**$10,328,804**	**$11,036,494**	**$11,715,000**	**$12,407,682**	**$12,235,825**	**$13,248,079**	**8%**

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5100 - Sewer Operating								
511000	Regular Salaries	1,515,224	1,450,936	1,526,284	1,633,377	1,674,334	1,696,515	1%
511100	Overtime Salaries	67,052	57,260	59,203	45,000	55,000	55,000	0%
511200	Temporary Salaries	0	0	0	20,000	32,000	32,000	0%
514000	Employee Retirement Contributions	290,944	260,242	271,895	301,388	314,850	335,923	7%
515000	Employee Group Insurance	313,910	316,522	270,019	309,491	353,004	316,070	-10%
	Total Personnel Services	2,187,130	2,084,960	2,127,401	2,309,256	2,429,188	2,435,508	0%
522400	Service Agreements	10,429	13,037	15,824	220,000	220,000	265,000	20%
522500	Equipment Rental	3,887	4,353	5,717	4,500	4,000	4,000	0%
522720	Printing Services	8,799	8,720	8,712	7,331	9,500	9,500	0%
522800	Analytical Testing	8,219	8,905	13,857	15,000	20,000	20,000	0%
523100	Advertising	660	68	0	200	500	500	0%
523401	Engineering Services	1,748	12,591	2,443	84,000	90,000	90,000	0%
524120	Utilities	343,662	402,444	399,613	260,000	300,000	300,000	0%
524210	Sludge Removal	93,755	81,009	119,511	90,000	117,000	120,000	3%
526000	Vehicle Maintenance	8,587	10,407	11,771	12,000	15,000	15,000	0%
527120	Services to Maintain Mains	8,180	17,388	2,905	15,000	30,000	30,000	0%
	Total Contractual Services	487,926	558,922	580,353	708,031	806,000	854,000	6%
530100	Materials & Supplies	38,942	34,513	30,566	28,000	32,000	32,000	0%
530110	Uniforms	8,400	5,821	9,417	7,800	8,000	8,000	0%
530120	Chemical Supplies	517,740	291,408	92,266	75,000	75,000	80,000	7%
530150	Small Tools	40	3,616	220	3,000	3,000	3,000	0%
530160	Safety Equipment	5,283	5,280	4,583	4,400	5,000	5,000	0%
532000	Automotive Supplies	28,944	23,066	19,389	22,000	25,000	25,000	0%
532200	Office Supplies	1,084	1,824	4,809	4,200	5,000	5,000	0%
532300	Postage	37,916	39,781	41,771	43,498	40,000	45,000	13%

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5100 - Sewer Operating								
534300	Equipment Maintenance Materials	181,080	225,370	106,766	185,000	200,000	200,000	0%
534500	Grounds Maintenance Materials	774	509	2,381	4,800	5,000	5,000	0%
534600	Building Maintenance Materials	6,237	12,226	14,837	50,000	50,000	50,000	0%
	Total Commodities	826,440	643,414	327,005	427,698	448,000	458,000	2%
541600	Professional Development	3,762	5,089	3,877	7,030	9,425	7,980	-15%
534101	Dues	13,173	15,490	13,992	15,620	15,620	15,620	0%
546200	Permit Fees	18,000	18,000	18,000	18,000	18,000	18,000	0%
546300	Bank Charges	5,709	5,781	5,696	5,734	6,000	6,000	0%
546900	Contingencies	21,702	25,954	7,535	8,500	25,000	25,000	0%
547047	IEPA Loan Interest	32,255	29,129	26,635	24,822	24,822	22,229	-10%
547048	IEPA Loan Principal	104,896	107,317	109,794	112,328	112,328	114,921	2%
547075	2019 Bond Interest	280,900	261,149	471,310	237,650	237,650	221,900	-7%
547076	2019 Bond Principal	275,000	290,000	300,000	315,000	315,000	335,000	6%
547085	WWTP IEPA Loan Interest	0	0	623,374	330,000	330,000	315,000	-5%
547076	WWTP IEPA Loan Principal	0	0	398,738	1,681,740	1,700,000	1,700,000	0%
	Total Other Charges	755,397	757,909	1,978,951	2,756,424	2,793,845	2,781,650	0%
570100	Machinery & Equipment	3,125	50,974	313,225	118,000	118,000	270,000	129%
	Total Capital Outlay	3,125	50,974	313,225	118,000	118,000	270,000	129%
590100	Transfer to General	130,000	130,000	130,000	130,000	130,000	130,000	0%
590600	Transfer to Central Services	191,911	194,637	227,664	244,470	244,470	262,490	7%
590610	Transfer to Vehicle Replacement	70,908	48,879	48,879	48,879	48,879	48,879	0%
	Total Transfers Out	392,819	373,516	406,543	423,349	423,349	441,369	4%
Total Sewer Operating Expenses		**$4,652,837**	**$4,469,695**	**$5,733,478**	**$6,742,758**	**$7,018,382**	**$7,240,527**	**3%**

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5200 - Parking Operating								
511000	Regular Salaries	52,362	(2,436)	0	0	0	0	0%
511100	Overtime Salaries	118	0	0	0	0	0	0%
514000	Employee Retirement Contributions	8,104	1,239	0	0	0	0	0%
	Total Personnel Services	60,584	(1,197)	0	0	0	0	0%
522400	Service Agreements	13,950	16,737	19,138	19,200	17,000	19,500	15%
523800	Rent to Railroad	4,543	4,436	5,092	4,400	4,600	4,600	0%
524120	Utilities	11,024	14,917	15,665	14,000	15,000	15,000	0%
529000	Other Contractual Services	11,046	12,598	12,690	14,000	14,000	14,000	0%
	Total Contractual Services	40,563	48,688	52,585	51,600	50,600	53,100	5%
530100	Materials and Supplies	1,853	0		1,800	2,000	2,000	0%
	Total Commodities	1,853	0	0	1,800	2,000	2,000	0%
546900	Contingencies	0	886	0	0	0	0	0%
	Total Other Charges	0	886	0	0	0	0	0%
570100	Machinery & Equipment	0	0	0	0	0	0	0%
570200	Building & Grounds Improvements	10,162	8,278	3,485	4,150	5,000	5,000	0%
	Total Capital Outlay	10,162	8,278	3,485	4,150	5,000	5,000	0%
590100	Transfer to General	15,000	15,000	15,000	15,000	15,000	15,000	0%
590610	Transfer to Vehicle Replacement	7,110	7,110	0	0	0	0	0%
	Total Transfers Out	22,110	22,110	15,000	15,000	15,000	15,000	0%
Total Parking Operating Expenses		**$135,272**	**$78,765**	**$71,070**	**$72,550**	**$72,600**	**$75,100**	**3%**

PUBLIC SAFETY EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
1700 - Police								
511000	Regular Salaries	7,909,622	7,649,133	8,094,994	8,732,223	8,725,517	9,653,277	11%
511100	Overtime Salaries	627,584	665,748	712,868	703,773	550,000	550,000	0%
511201	Crossing Guard Salaries	82,968	65,180	63,728	108,348	100,000	140,000	40%
514000	Employee Retirement Contributions	735,351	701,089	764,109	832,064	862,979	977,281	13%
515000	Employee Group Insurance	1,532,537	1,540,877	1,495,590	1,600,000	1,842,160	1,789,480	-3%
	Total Personnel Services	10,888,062	10,622,027	11,131,289	11,976,408	12,080,656	13,110,038	9%
522400	Service Agreements	80,432	85,165	81,139	106,350	136,677	159,975	17%
522500	Equipment Rentals	5,112	7,695	7,512	8,052	9,000	13,200	47%
522700	Computer Services	24,766	29,577	26,190	31,877	37,867	38,996	3%
523100	Advertising	2,330	2,758	3,465	3,165	3,500	3,500	0%
524220	Towing	95	0	225	0	500	500	0%
524240	Impounding Animals	1,437	1,130	1,306	1,156	1,000	1,000	0%
525400	Communications - DuComm	730,619	810,017	884,805	1,086,980	865,774	918,153	6%
526000	Vehicle Maintenance	68,831	67,692	86,766	97,772	75,000	80,000	7%
526050	Vehicle Setup	21,266	58,744	66,294	96,760	47,000	103,000	119%
526100	Auto Body Repairs	11,131	7,505	1,275	3,642	7,500	7,500	0%
	Total Contractual Services	946,019	1,070,283	1,158,977	1,435,754	1,183,818	1,325,824	12%
530100	Materials & Supplies	41,904	36,725	34,488	49,754	53,750	52,350	-3%
530110	Uniforms	99,317	122,047	84,134	104,957	105,300	109,900	4%
530115	Subscriptions/Publications	6,254	6,403	3,699	4,180	4,740	5,124	8%
530125	Shooting Range Supplies	30,727	36,670	39,746	44,303	41,500	42,500	2%
532000	Automotive Supplies	142,711	122,383	141,657	145,711	126,000	165,000	31%
532200	Office Supplies	12,829	13,089	10,565	8,003	15,000	15,000	0%
532300	Postage	3,969	4,682	4,851	4,839	5,000	7,000	40%
534300	Equipment Maintenance Materials	6,373	2,431	5,140	6,133	8,500	13,500	59%
	Total Commodities	344,084	344,430	324,280	367,880	359,790	410,374	14%

PUBLIC SAFETY EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
1700 - Police								
541600	Professional Development	101,731	183,368	98,340	96,389	123,187	111,422	-10%
542000	Planning & Research	11,771	10,586	13,345	8,597	13,265	13,567	2%
542810	Safety Program Expenses	18,285	10,312	15,253	19,180	16,850	17,050	1%
543101	Dues	27,389	27,741	29,112	37,418	32,818	34,410	5%
543900	Community Relations	42,841	55,900	48,039	55,154	53,500	55,500	4%
544001	Prisoner Detention	857	610	814	799	750	1,250	67%
545100	Emergency Management	1,915	1,715	2,398	2,398	4,000	4,000	0%
545200	Police/Fire Commission	28,022	59,969	47,833	44,086	47,230	45,100	-5%
546900	Contingencies	12,865	14,986	8,929	9,913	20,000	20,000	0%
	Total Other Charges	245,676	365,187	264,063	273,934	311,600	302,299	-3%
570100	Machinery & Equipment	44,574	101,303	75,852	15,127	15,400	75,980	393%
570105	Equitable Sharing	58,589	131,913	163,991	341,681	332,609	288,978	-13%
	Total Capital Outlay	103,163	233,216	239,843	356,808	348,009	364,958	5%
590600	Transfer to Central Services	588,412	626,973	716,702	654,330	654,330	776,894	19%
590610	Transfer to Vehicle Replacement	268,647	232,000	232,000	182,000	182,000	182,000	0%
590700	Transfer to Police Pension	2,396,860	2,522,796	3,079,520	3,468,598	3,468,598	3,625,800	5%
	Total Transfers Out	3,253,919	3,381,769	4,028,222	4,304,928	4,304,928	4,584,694	6%
Total Police Expenditures		**$15,780,923**	**$16,016,912**	**$17,146,674**	**$18,715,712**	**$18,588,801**	**$20,098,187**	**8%**

PUBLIC SAFETY EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
7000 - Police Pension Fund								
511500	Payments to Pensioners	2,941,364	3,375,356	3,775,065	4,076,580	4,200,606	4,367,054	4%
511600	Refunds to Participants	61,252	99,934	327,513	99,624	10,000	100,000	900%
	Total Personnel Services	3,002,616	3,475,290	4,102,578	4,176,204	4,210,606	4,467,054	6%
521000	Financial Consultant	(1,941)	0	0	0	0	0	0%
523001	Personnel Testing	4,740	15,150	3,840	3,500	6,000	4,000	-33%
523400	Legal Services	7,302	11,042	7,686	8,000	10,000	10,000	0%
529000	Other Contractual Services	22,002	13,023	13,196	21,647	13,500	28,300	110%
	Total Contractual Services	32,103	39,215	24,722	33,147	29,500	42,300	43%
541600	Professional Development	2,445	1,855	1,100	3,500	3,795	3,895	3%
546300	Bank Charges	0	0	0	0	0	0	0%
546900	Contingencies	0	0	0	0	1,000	1,000	0%
	Total Other Charges	2,445	1,855	1,100	3,500	4,795	4,895	2%
Total Police Pension Fund Expenses		**$3,037,164**	**$3,516,360**	**$4,128,400**	**$4,212,851**	**$4,244,901**	**$4,514,249**	**6%**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
1200 - Professional Services								
521000	Actuarial Consultant	3,642	3,751	3,864	3,980	4,000	4,200	5%
522900	Professional Planners	1,308	7,688	0	0	0	100,000	100%
523400	Legal Services	413,606	433,960	334,612	369,749	384,000	400,000	4%
523401	Engineering Services	58,228	85,619	157,353	70,000	80,000	80,000	0%
523600	Social Services	54,895	81,181	94,925	110,000	154,400	163,500	6%
	Total Contractual Services	531,679	612,199	590,754	553,729	622,400	747,700	20%
546900	Contingencies	6,500	25,588	30,256	37,000	20,000	20,000	0%
	Total Other Charges	6,500	25,588	30,256	37,000	20,000	20,000	0%
Total Professional Services Expenditures		**$538,179**	**$637,787**	**$621,010**	**$590,729**	**$642,400**	**$767,700**	**20%**
1210- Liability Insurance								
544100	IRMA Premiums	615,377	679,193	720,889	668,000	800,000	800,000	0%
544200	IRMA Deductible Payments	273,148	202,195	115,392	200,000	250,000	250,000	0%
	Other Charges	888,525	881,388	836,281	868,000	1,050,000	1,050,000	0%
Total Liability Insurance Expenditures		**$888,525**	**$881,388**	**$836,281**	**$868,000**	**$1,050,000**	**$1,050,000**	**0%**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
1100 - Village Board/Administration								
511000	Regular Salaries	1,239,412	1,302,280	1,329,859	1,425,851	1,432,388	1,415,809	-1%
511100	Overtime Salaries	4,329	2,578	2,304	500	4,000	4,000	0%
511200	Temporary Salaries	0	0	0	0	0	0	0%
514000	Employee Retirement Contributions	219,552	215,746	221,122	249,500	254,077	261,508	3%
515000	Employee Group Insurance	192,583	199,975	186,892	190,000	230,270	194,040	-16%
	Total Personnel Services	1,655,876	1,720,579	1,740,177	1,865,851	1,920,735	1,875,357	-2%
522400	Service Agreements	21,830	9,076	14,134	136,200	136,200	136,200	0%
523100	Advertising	7,383	21,934	65,423	70,000	75,000	35,000	-53%
529000	Other Contractual Services	0	0	0	0	0	0	0%
	Total Contractual Services	29,213	31,010	79,557	206,200	211,200	171,200	-19%
530115	Subscriptions/Publications	2,104	1,953	2,143	2,300	1,950	2,300	18%
532000	Automotive Supplies	0	0	0	0	0	0	0%
532200	Office Supplies	3,042	3,703	4,259	6,500	4,000	6,000	50%
532300	Postage	4,122	1,783	1,880	1,900	1,400	2,000	43%
	Total Commodities	9,268	7,439	8,282	10,700	7,350	10,300	40%
541600	Professional Development	8,442	28,112	54,952	45,000	45,910	35,175	-23%
542100	Economic Incentives	151,248	368,289	293,395	650,000	945,000	890,000	-6%
543101	Dues	54,253	48,285	54,273	61,000	62,172	62,562	1%
543900	Community Relations	54,705	71,424	95,194	175,000	143,740	104,000	-28%
543910	Historical Society Expenses	9,527	9,051	7,192	10,000	10,000	10,000	0%
546900	Contingencies	13,453	9,207	7,762	10,000	10,000	10,000	0%
	Total Other Charges	291,628	534,368	512,768	951,000	1,216,822	1,111,737	-9%
570100	Machinery & Equipment	0	0	0	0	0	0	0%
	Total Capital Outlay	0	0	0	0	0	0	0%
590600	Transfer to Central Services	103,326	116,222	132,709	140,939	140,939	164,172	16%
590610	Transfer to Vehicle Replacement	4,000	4,000	4,000	0	0	0	0%
	Total Transfers Out	107,326	120,222	136,709	140,939	140,939	164,172	16%
Total Village Board/Administration Exp		**$2,093,311**	**$2,413,618**	**$2,477,493**	**$3,174,690**	**$3,497,046**	**$3,332,766**	**-5%**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
1400 - Finance								
511000	Regular Salaries	703,581	697,780	698,790	661,337	722,452	725,729	0%
511100	Overtime Salaries	2,478	3,746	5,127	4,500	5,500	5,500	0%
514000	Employee Retirement Contributions	130,330	119,885	122,170	109,826	130,212	140,362	8%
515000	Employee Group Insurance	154,066	154,088	149,559	160,200	184,216	172,480	-6%
	Total Personnel Services	990,455	975,499	975,646	935,863	1,042,380	1,044,071	0%
522400	Service Agreements	3,667	3,330	3,339	5,000	4,825	5,000	4%
522950	Ordinance Codification	8,202	3,477	2,927	3,000	10,000	10,000	0%
523100	Advertising	0	0	0	0	500	500	0%
523110	Legal Publications	344	344	379	605	500	500	0%
523500	Audit Services	46,530	52,953	47,400	53,000	56,000	54,235	-3%
529000	Other Contractual Services	615	733	1,380	1,075	1,000	1,200	20%
	Total Contractual Services	59,358	60,837	55,425	62,680	72,825	71,435	-2%
530115	Subscriptions/Publications	1,772	1,701	1,763	2,300	1,810	2,500	38%
530135	Leaf Bag Stickers	3,500	4,000	4,000	4,000	4,000	4,000	0%
532200	Office Supplies	6,876	5,761	7,652	6,000	7,000	7,000	0%
532300	Postage	19,901	21,063	22,059	22,755	23,000	24,700	7%
	Total Commodities	32,049	32,525	35,474	35,055	35,810	38,200	7%
541600	Professional Development	886	140	400	500	2,950	3,050	3%
543101	Dues	905	938	972	1,050	1,050	1,100	5%
546300	Bank Charges	0	0	0	0	0	15,500	100%
546900	Contingencies	2,043	2,651	9,336	16,436	3,750	3,750	0%
	Total Other Charges	3,834	3,729	10,708	17,986	7,750	23,400	202%
570100	Machinery & Equipment	0	0	0	0	0	0	0%
	Total Capital Outlay	0	0	0	0	0	0	0%
590400	Transfer to Capital Projects	2,765,716	0	0	0	0	0	0%
590420	Transfer to Municipal Building	2,000,000	0	2,000,000	0	0	0	100%
590442	Transfer to 59 & Lake St TIF	0	0	216,074	585,000	600,000	600,000	0%
590600	Transfer to Central Services	87,719	88,782	95,411	97,680	97,680	116,596	19%
	Total Transfers Out	4,853,435	88,782	2,311,485	682,680	697,680	716,596	3%
Total Finance Expenditures		**$5,939,131**	**$1,161,372**	**$3,388,738**	**$1,734,264**	**$1,856,445**	**$1,893,702**	**2%**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Budget 2026/27	% Change
1500 - Planning & Development								
511000	Regular Salaries	1,051,254	1,164,125	1,269,806	1,365,128	1,372,276	1,435,814	5%
511100	Overtime Salaries	1,455	980	811	2,000	3,000	3,000	0%
511200	Temporary Salaries	0	6,160	0	7,760	6,720	7,800	16%
514000	Employee Retirement Contributions	196,646	212,002	220,604	251,777	251,777	277,568	10%
515000	Employee Group Insurance	286,843	290,894	261,728	300,000	322,378	301,840	-6%
	Total Personnel Services	1,536,198	1,674,161	1,752,949	1,926,665	1,956,151	2,026,022	4%
522400	Service Agreements	29,899	29,634	30,853	35,000	36,000	36,000	0%
522501	Document Imaging Services	3,999	4,000	4,000	4,000	4,000	4,000	0%
523010	Elevator Inspections	182	0	400	400	500	500	0%
523100	Advertising	0	0	0	0	0	0	0%
523110	Legal Notices	3,291	1,860	1,995	2,200	2,500	2,500	0%
526000	Vehicle Maintenance	5,774	14,142	2,688	4,000	7,000	6,000	-14%
526005	Plan Review Services	29,897	1,679	650	2,000	20,000	5,000	-75%
526006	Plan Dev Inspectional Services	3,605	11,725	14,625	15,000	16,000	16,000	0%
	Total Contractual Services	76,647	63,040	55,211	62,600	86,000	70,000	-19%

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Budget 2026/27	% Change
1500 - Planning & Development								
530100	Materials & Supplies	1,821	2,782	2,019	2,100	3,000	2,500	-17%
530115	Subscriptions/Publications	462	500	291	500	500	500	0%
532000	Automotive Supplies	6,514	5,676	7,168	7,200	8,000	8,000	0%
532200	Office Supplies	1,260	2,881	1,365	1,800	2,500	2,000	-20%
532300	Postage	937	550	1,124	600	1,200	1,200	0%
	Total Commodities	10,994	12,389	11,967	12,200	15,200	14,200	-7%
541600	Professional Development	5,869	5,559	7,461	13,000	13,500	13,600	1%
543101	Dues	1,778	2,582	1,481	3,100	3,300	3,635	10%
546900	Contingencies	8,325	2,695	603	8,000	16,000	10,000	-38%
	Total Other Charges	15,972	10,836	9,545	24,100	32,800	27,235	-17%
570100	Machinery & Equipment	0	0	0	0	0	0	0%
	Total Capital Outlay	0	0	0	0	0	0	0%
590600	Transfer to Central Services	132,510	132,510	137,687	141,926	141,926	164,666	16%
590610	Transfer to Vehicle Replacement	31,374	31,374	31,374	31,374	31,374	31,374	0%
	Total Transfers Out	163,884	163,884	169,061	173,300	173,300	196,040	13%
Total Planning & Development Expenditures		**$1,803,695**	**$1,924,310**	**$1,998,733**	**$2,198,865**	**$2,263,451**	**$2,333,497**	**3%**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
4430 - Bluff City TIF Municipal Acct Fund								
511000	Regular Salaries	0	0	0	0	0	0	0%
523401	Employee Retirement Contrib.	0	0	0	0	0	0	0%
	Total Personnel Services	0	0	0	0	0	0	0%
523100	Advertising	0	0	0	0	0	0	0%
523400	Legal Services	0	0	0	0	5,000	5,000	0%
524000	Bond Issuance Costs	0	0	0	0	0	0	0%
	Total Contractual Services	0	0	0	0	5,000	5,000	0%
541600	Professional Development	0	0	0	0	0	0	0%
542100	Economic Incentives	0	0	0	0	50,000	50,000	0%
546900	Contingencies	0	290	0	0	50,000	50,000	0%
	Total Other Charges	0	290	0	0	100,000	100,000	0%
								0%
590300	Transfer to Debt Service	0	0	0	0	0	0	0%
	Total Transfers Out	0	0	0	0	0	0	0%
Total Bluff City TIF Municipal Acct Exp		**$0**	**$290**	**$0**	**$0**	**$105,000**	**$105,000**	**0%**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
4800 - Brewster Creek Business Park TIF Municipal Acct Fund								
511000	Regular Salaries	423,677	(11,949)	0	0	0	0	0%
514000	Employee Retirement Contributions	75,120	0	0	0	0	0	0%
515000	Employee Group Insurance	0	0	0	0	0	0	0%
	Total Personnel Services	498,797	(11,949)	0	0	0	0	0%
522900	Professional Planners	0	0	0	0	0	0	0%
523100	Advertising	51	50	0	0	0	0	0%
523400	Legal Services	6,751	6,178	0	0	0	0	0%
523401	Engineering Services	899	0	0	0	0	0	0%
	Total Contractual Services	7,701	6,228	0	0	0	0	0%
541600	Professional Development	20	520	0	0	0	0	0%
542100	Economic Incentives	0	0	0	0	0	0	0%
546900	Contingencies	70,000	1,367,171	1,322,532	0	0	0	0%
	Total Other Charges	70,020	1,367,691	1,322,532	0	0	0	0%
582015	Brew Creek Water/Sewer	150,485	0	0	0	0	0	0%
	Total Capital Improvements	150,485	0	0	0	0	0	0%
590300	Transfer to Debt Service	29,880	0	0	0	0	0	0%
	Total Transfers Out	29,880	0	0	0	0	0	0%
Total Brewster Crk TIF Municipal Acct Exp		**$606,398**	**$1,361,970**	**$1,322,532**	**$0**	**$0**	**$0**	**0%**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5500 - Golf Program								
511000	Regular Salaries	204,630	218,449	215,843	248,427	248,432	275,166	11%
511100	Overtime Salaries	4,580	5,700	409	0	3,500	500	-86%
511200	Temporary Salaries	92,967	111,766	112,585	122,000	120,000	125,000	4%
514000	Employee Retirement Contribution	45,957	47,557	43,510	54,443	54,443	62,058	14%
515000	Employee Group Insurance	48,146	48,152	46,738	50,000	57,568	53,900	-6%
	Total Personnel Services	396,280	431,624	419,085	474,870	483,943	516,624	7%
522400	Service Agreements	28,340	53,475	66,898	68,000	66,000	70,000	6%
523100	Advertising	2,810	309	7,559	4,000	5,000	6,000	20%
523425	Handicapping Services	0	0	860	1,000	1,000	1,000	0%
524100	Building Maintenance Services	27,118	12,559	59,775	25,000	35,000	35,000	0%
524120	Utilities	27,722	46,499	47,438	46,000	40,000	46,000	15%
529000	Other Contractual Services	53,189	2,575	2,100	3,000	3,000	88,200	2840%
	Total Contractual Services	139,179	115,417	184,630	147,000	150,000	246,200	64%
530100	Materials & Supplies	8,883	16,276	10,385	15,000	12,000	15,000	25%
530110	Uniforms	0	0	441	2,000	2,000	2,500	25%
532000	Automotive Supplies	13,580	12,618	14,886	15,000	12,000	15,000	25%
532200	Office Supplies	387	116	669	500	500	500	0%
532300	Postage	739	104	0	100	100	100	0%
534200	Golf Cart Maintenance Materials	10,332	14,008	17,838	4,000	4,000	4,000	0%
534300	Equipment Maintenance Materials	720	0	292	500	1,000	1,000	0%
534330	Purchases - Bags/Head Covers	(310)	2,025	(115)	1,000	1,500	1,000	-33%
534331	Purchases - Golf Shoes	3,438	3,707	2,682	4,000	4,000	4,000	0%
534332	Purchases - Golf Balls	26,594	23,293	40,207	33,000	30,000	33,000	10%
534333	Purchases - Golf Clubs	6,196	1,405	9,018	5,000	5,000	6,000	20%
534334	Purchases - Golf Gloves	3,714	2,783	6,568	3,000	3,000	3,000	0%
534335	Purchases - Misc Golf Merchandise	29,231	18,322	14,103	14,000	18,000	18,000	0%
534336	Purchases - Rental Golf Clubs	0	8,235	0	0	0	0	0%
534600	Building Maintenance Materials	457	0	496	1,000	2,000	2,000	0%
	Total Commodities	103,961	102,892	117,470	98,100	95,100	105,100	11%

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5500 - Golf Program								
541600	Professional Development	34	0	0	1,000	2,600	2,600	0%
543101	Dues	540	150	175	1,500	2,105	2,105	0%
546300	Bank Charges	32,170	36,765	40,848	44,000	42,000	45,000	7%
546900	Contingencies	8,018	13,731	17,379	5,000	15,000	15,000	0%
547030	Interest Expense	379	0	0	0	7,500	7,500	100%
	Total Other Charges	41,141	50,646	58,402	51,500	69,205	72,205	4%
570100	Machinery & Equipment	16,343	6,470	0	0	335,000	5,000	-99%
	Total Capital Outlay	16,343	6,470	0	0	335,000	5,000	-99%
590100	Transfer to General	68,250	68,250	68,250	68,250	68,250	68,250	0%
590430	Transfer to Developer Deposits	0	0	0	0	0	0	0%
	Total Transfers Out	68,250	68,250	68,250	68,250	68,250	68,250	0%
Total Golf Program Expenses		**$765,154**	**$775,299**	**$847,837**	**$839,720**	**$1,201,498**	**$1,013,379**	**-16%**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5510 - Golf Grounds Maintenance								
511000	Regular Salaries	194,795	213,840	222,532	240,597	226,904	261,898	15%
511100	Overtime Salaries	0	0	974	222	250	250	0%
511200	Temporary Salaries	101,175	109,669	109,743	119,000	126,000	130,000	3%
514000	Employee Retirement Contribution	43,941	45,994	44,990	51,446	51,446	60,408	17%
515000	Employee Group Insurance	49,683	49,119	46,738	50,000	57,568	53,900	-6%
	Total Personnel Services	389,594	418,622	424,977	461,265	462,168	506,456	10%
522300	Uniform Rentals	1,744	1,717	1,134	1,377	750	750	0%
522500	Equipment Rental	900	908	860	880	900	900	0%
524120	Utilities	10,525	14,327	17,508	15,000	14,700	16,200	10%
526000	Vehicle Maintenance	3,973	1,706	0	500	1,000	1,000	0%
	Total Contractual Services	17,142	18,658	19,502	17,757	17,350	18,850	9%
530100	Materials & Supplies	41,751	44,585	42,414	50,000	44,420	46,920	6%
530150	Small Tools	1,879	988	5,198	801	1,000	1,000	0%
532000	Automotive Supplies	23,830	21,112	19,674	22,000	23,150	21,538	-7%
532200	Office Supplies	483	66	68	262	250	200	-20%
534300	Equipment Maintenance Materials	24,620	19,885	26,149	19,000	19,830	22,830	15%
534500	Grounds Maintenance Materials	22,414	27,141	34,382	26,400	26,470	24,535	-7%
534600	Building Maintenance Materials	1,792	13,063	11,497	29,255	16,000	10,650	-33%
534700	Tree Maintenance Materials	10,525	13,900	6,945	18,599	20,000	22,000	10%
	Total Commodities	127,294	140,740	146,327	166,317	151,120	149,673	-1%
541600	Professional Development	51	600	0	100	705	0	-100%
543101	Dues	1,436	1,615	1,798	1,890	1,890	1,080	-43%
546900	Contingencies	17,476	9,592	9,466	5,600	6,600	3,000	-55%
	Total Other Charges	18,963	11,807	11,264	7,590	9,195	4,080	-56%
570100	Machinery & Equipment	0	1,117,731	1,281,869	0	0	0	0%
572000	Building & Grounds Improvements	7,496	12,269	9,881	57,000	64,500	115,000	78%
574800	Tree Purchases	0	0	0	0	0	0	0%
	Total Capital Outlay	7,496	1,130,000	1,291,750	57,000	64,500	115,000	78%
590610	Transfer to Vehicle Replacement	0	0	0	0	0	0	0%
	Total Transfers Out	0	0	0	0	0	0	0%
Total Golf Grounds Maintenance Expenses		**$560,489**	**$1,719,827**	**$1,893,820**	**$709,929**	**$704,333**	**$794,059**	**13%**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5520 - Golf Driving Range								
511200	Temporary Salaries	5,363	5,565	6,101	7,000	6,000	7,000	17%
514000	Employee Retirement Contribution	411	426	467	500	500	500	0%
	Total Personnel Services	5,774	5,991	6,568	7,500	6,500	7,500	15%
530100	Materials & Supplies	3,514	0	3,044	3,500	4,500	3,500	-22%
	Total Commodities	3,514	0	3,044	3,500	4,500	3,500	-22%
570100	Machinery & Equipment	11,598	4,435	4,690	0	2,000	3,500	75%
	Total Capital Outlay	11,598	4,435	4,690	0	2,000	3,500	75%
590610	Transfer to Vehicle Replacement	0	0	0	0	0	0	0%
	Total Transfers Out	0	0	0	0	0	0	0%
Total Golf Driving Range Expenses		**$20,886**	**$10,426**	**$14,302**	**$11,000**	**$13,000**	**$14,500**	**12%**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5560 - Golf Restaurant								
511000	Regular Salaries	143,912	145,192	152,381	171,000	158,727	171,202	8%
511100	Overtime Salaries	872	282	9	300	1,000	500	-50%
511200	Temporary Salaries	73,938	85,863	86,110	98,000	90,000	90,000	0%
514000	Employee Retirement Contributions	32,927	32,490	32,422	37,000	35,883	39,878	11%
515000	Employee Group Insurance	30,120	33,288	32,716	30,700	34,541	32,340	-6%
	Total Personnel Services	281,769	297,115	303,638	337,000	320,151	333,920	4%
522400	Service Agreements	7,215	9,041	9,491	9,500	8,500	9,000	6%
523100	Advertising	326	459	282	400	500	500	0%
524100	Building Maintenance Services	300	1,204	1,656	2,500	2,000	2,000	0%
524120	Utilities	3,742	5,910	6,871	7,000	7,000	7,000	0%
	Total Contractual Services	11,583	16,614	18,300	19,400	18,000	18,500	3%
530100	Materials & Supplies	6,042	6,227	7,018	9,000	9,500	9,000	-5%
530110	Uniforms	533	242	456	500	400	500	25%
532200	Office Supplies	330	150	539	300	300	300	0%
534300	Equipment Maintenance Materials	0	54	0	0	0	0	0%
534320	Food & Beverage Purchases	68,599	75,169	76,168	79,000	76,000	80,000	5%
	Total Commodities	75,504	81,842	84,181	88,800	86,200	89,800	4%
541600	Professional Development	43	15	0	100	200	100	-50%
546300	Bank Charges	4,318	2,718	2,859	3,300	3,250	3,400	5%
546900	Contingencies	1,612	4,756	6,811	2,000	6,000	6,000	0%
	Total Other Charges	5,973	7,489	9,670	5,400	9,450	9,500	1%
Total Golf Restaurant Expenses		**$374,829**	**$403,060**	**$415,789**	**$450,600**	**$433,801**	**$451,720**	**4%**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5570 - Golf Banquet								
511000	Regular Salaries	224,668	215,994	231,565	250,000	233,045	254,755	9%
511100	Overtime Salaries	6,490	1,058	1,294	500	2,000	1,000	-50%
511200	Temporary Salaries	134,577	152,307	168,556	179,000	160,000	170,000	6%
514000	Employee Retirement Contributions	53,548	51,560	53,182	55,000	55,210	62,121	13%
515000	Employee Group Insurance	62,604	53,343	60,759	47,000	57,568	53,900	-6%
	Total Personnel Services	481,887	474,262	515,356	531,500	507,823	541,776	7%
522400	Service Agreements	26,848	31,687	36,816	37,000	28,000	38,000	36%
522500	Equipment Rentals	5,748	4,416	9,157	8,000	4,500	9,000	100%
523100	Advertising	19,580	19,579	27,649	20,000	23,000	23,000	0%
524100	Building Maintenance Services	300	1,106	1,471	2,500	2,000	2,000	0%
524120	Utilities	3,742	5,910	6,107	7,000	6,000	7,000	17%
	Total Contractual Services	56,218	62,698	81,200	74,500	63,500	79,000	24%
530100	Materials & Supplies	12,839	18,613	17,187	17,000	18,000	18,000	0%
530110	Uniforms	519	242	417	300	300	300	0%
532200	Office Supplies	899	489	995	1,000	700	1,000	43%
534300	Equipment Maintenance Materials	0	54	79	0	0	0	0%
534320	Food & Beverage Purchases	184,900	180,088	196,050	215,000	184,000	220,000	20%
	Total Commodities	199,157	199,486	214,728	233,300	203,000	239,300	18%
541600	Professional Development	43	0	28	200	200	200	0%
546300	Bank Charges	12,395	14,232	17,654	20,500	16,000	20,500	28%
546900	Contingencies	4,208	4,314	8,848	6,000	7,000	6,500	-7%
	Total Other Charges	16,646	18,546	26,530	26,700	23,200	27,200	17%
570100	Machinery & Equipment	0	0	0	0	0	0	0%
	Total Capital Outlay	0	0	0	0	0	0	0%
Total Golf Banquet Expenses		**$753,908**	**$754,992**	**$837,814**	**$866,000**	**$797,523**	**$887,276**	**11%**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5580 - Golf Midway								
511200	Temporary Salaries	23,568	27,485	31,890	36,000	31,000	37,000	19%
514000	Employee Retirement Contributions	2,784	2,884	3,136	3,100	3,372	3,200	-5%
	Total Personnel Services	26,352	30,369	35,026	39,100	34,372	40,200	17%
524100	Building Maintenance Services	0	592	0	0	0	0	0%
	Total Contractual Services	0	592	0	0	0	0	0%
530100	Materials & Supplies	1,923	1,241	1,448	1,300	1,700	1,500	-12%
534300	Materials To Maintain Other Equip	0	0	0	0	0	0	0%
534320	Food & Beverage Purchases	61,566	76,210	78,492	79,000	78,000	81,000	4%
	Total Commodities	63,489	77,451	79,940	80,300	79,700	82,500	4%
546300	Bank Charges	0	1,919	2,828	3,500	2,700	3,800	41%
	Total Other Charges	0	1,919	2,828	3,500	2,700	3,800	41%
570100	Machinery & Equipment	0	0	0	0	0	0	0%
	Total Capital Outlay	0	0	0	0	0	0	0%
Total Golf Midway Expenses		**$89,841**	**$110,331**	**$117,794**	**$122,900**	**$116,772**	**$126,500**	**8%**

DEBT SERVICE EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
3000 - Debt Service								
523700	Agent Fees	2,590	2,590	2,590	2,590	4,000	4,000	0%
524000	Bond Issue Costs	0	0	0	0	0	0	0%
	Total Contractual Services	2,590	2,590	2,590	2,590	4,000	4,000	0%
547010	Refunding Escrow	0	0	0	0	0	0	0%
547068	2016 GO Interest	124,975	105,775	85,975	65,725	65,725	44,725	-32%
547069	2016 GO Principal	640,000	660,000	675,000	700,000	700,000	720,000	3%
547070	2017 GO Interest	43,650	35,400	27,000	18,300	18,300	9,300	-49%
547071	2017 GO Principal	275,000	280,000	290,000	300,000	300,000	310,000	3%
547077	2019 GO Interest	184,750	145,250	103,250	80,500	80,500	67,000	-17%
547078	2019 GO Principal	790,000	840,000	455,000	270,000	270,000	295,000	9%
547081	2021B GO Interest	194,608	187,808	180,908	165,308	165,308	145,408	-12%
547082	2021B GO Principal	340,000	345,000	780,000	995,000	995,000	1,010,000	2%
547083	2022A GO Interest	179,184	231,673	230,188	228,365	228,365	226,340	-1%
547084	2022A GO Principal	185,000	135,000	135,000	135,000	135,000	140,000	4%
	Total Other Charges	2,957,167	2,965,906	2,962,321	2,958,198	2,958,198	2,967,773	0%
Total Debt Service Fund Expenditures		**$2,959,757**	**$2,968,496**	**$2,964,911**	**$2,960,788**	**$2,962,198**	**$2,971,773**	**0%**

NON-DEPARTMENTAL EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
6000 - Central Services								
511000	Regular Salaries	0	0	0	49,039	90,000	110,444	23%
511100	Overtime Salaries	0	0	0	0	0	0	0%
514000	Employee Retirement Contributions	0	0	0	9,668	16,443	21,453	30%
515000	Employee Group Insurance	0	0	0	8,000	23,027	21,560	-6%
516500	Unemployment Benefits	8,046	32,919	1,376	0	20,000	20,000	0%
	Total Personnel Services	8,046	32,919	1,376	66,707	149,470	173,457	16%
522400	Service Agreements	179,662	172,344	144,873	54,000	57,200	93,100	63%
524100	Building Maintenance Services	133,925	279,803	142,742	155,000	173,800	164,200	-6%
524120	Utilities	18,070	19,435	23,229	16,000	20,000	20,000	0%
	Total Contractual Services	331,657	471,582	310,844	225,000	251,000	277,300	10%
530100	Materials & Supplies	39,811	38,041	36,317	36,000	40,100	40,100	0%
534600	Building Maintenance Materials	7,132	2,320	2,244	13,000	6,000	8,000	33%
	Total Commodities	46,943	40,361	38,561	49,000	46,100	48,100	4%
542810	Safety Program Expenses	0	302	0	0	500	500	0%
546900	Contingencies	17,108	19,272	8,411	5,000	10,000	10,000	0%
	Total Other Charges	17,108	19,574	8,411	5,000	10,500	10,500	0%
570100	Machinery & Equipment	0	0	0	0	0	0	0%
	Total Capital Outlay	0	0	0	0	0	0	0%
Total Central Services Expenses		**$403,754**	**$564,436**	**$359,192**	**$345,707**	**$457,070**	**$509,357**	**11%**

NON-DEPARTMENTAL EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
6010 - Information Systems								
511000	Regular Salaries	431,885	457,390	465,987	480,070	599,683	584,198	-3%
511100	Overtime Salaries	0	48	1,310	2,100	1,000	2,100	110%
514000	Employee Retirement Contributions	78,394	77,932	99,405	84,368	107,991	112,651	4%
515000	Employee Group Insurance	77,033	94,255	93,474	100,000	138,162	129,360	-6%
	Total Personnel Services	587,312	629,625	660,176	666,538	846,836	828,309	-2%
522700	Computer Services	195,172	243,999	242,078	320,000	320,900	305,900	-5%
522710	Social Media	0	0	0	0	0	72,700	100%
524110	Telephone	79,288	78,277	74,366	68,000	82,000	99,895	22%
	Total Contractual Services	274,460	322,276	316,444	388,000	402,900	478,495	19%
530100	Materials & Supplies	0	0	0	700	1,000	1,000	0%
	Total Commodities	0	0	0	700	1,000	1,000	0%
541600	Professional Development	10,581	9,712	6,933	9,000	12,085	12,085	0%
543101	Dues	420	470	522	870	870	870	0%
546900	Contingencies	0	0	0	4,100	5,000	5,000	0%
	Total Other Charges	11,001	10,182	7,455	13,970	17,955	17,955	0%
570100	Machinery & Equipment	149,293	119,229	66,941	230,000	235,000	199,804	-15%
	Total Capital Outlay	149,293	119,229	66,941	230,000	235,000	199,804	-15%
Total Information Systems Expenses		**1,022,066**	**1,081,312**	**1,051,016**	**1,299,208**	**1,503,691**	**1,525,563**	1%

NON-DEPARTMENTAL EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
6100 - Vehicle Replacement Fund								
570105	Equitable Sharing Expense	36,647	0	0	0	0	0	0%
570150	P&DS Vehicle Replacement	0	28,242	58,832	29,881	33,000	0	-100%
570170	Police Vehicle Replacement	0	250,733	233,006	230,952	150,000	200,000	33%
570180	Streets Vehicle Replacement	843,373	0	1,118,816	580,000	602,000	380,000	-37%
570500	Water Vehicle Replacement	22,029	0	47,504	0	0	60,175	100%
570510	Sewer Vehicle Replacement	22,029	0	0	60,678	65,000	0	-100%
570550	Golf Vehicle Replacement	16,570	22,558	0	0	0	0	0%
	Total Capital Outlay	940,648	301,533	1,458,158	901,511	850,000	640,175	-25%
Total Vehicle Replacement Expenses		**$940,648**	**$301,533**	**$1,458,158**	**$901,511**	**$850,000**	**$640,175**	**-25%**

CAPITAL PROJECTS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
2200 - Motor Fuel Tax (MFT) Fund								
583005	MFT Maintenance Program	1,729,811	1,330,287	388,441	4,275,000	4,275,000	2,275,000	-47%
583059	Schick/Struckman Rd Bridge Repairs	0	0	0	100,000	100,000	100,000	0%
583086	North Ave & Oak Ave Resurfacing	0	0	0	1,400,000	1,400,000	200,000	-86%
585045	IDOT Intersection Improvement	359,412	4,028	36,153	0	425,000	800,000	88%
	Total Capital Improvements	2,089,223	1,334,315	424,594	5,775,000	6,200,000	3,375,000	-46%
590100	Transfer to General	0	0	0	0	250,000	250,000	0%
	Total Transfers Out	0	0	0	0	250,000	250,000	0%
Total MFT Capital Projects		**$2,089,223**	**$1,334,315**	**$424,594**	**$5,775,000**	**$6,450,000**	**$3,625,000**	**-44%**
4000 - Capital Projects Fund								
524000	Bond Issuance Costs	0	0	0	0	0	0	0%
	Total Contractual Services	0	0	0	0	0	0	0%
570100	Machinery and Equipment	0	36,056	0	0	0	0	0%
581020	Water Meter Changeout	0	500,000	500,000	0	0	0	0%
582025	Sanitary Sewer Rehabilitation	500,000	511,863	500,000	0	0	0	0%
582028	Devon Excess Flow Plant Rehab	0	0	562,457	1,427,655	0	0	0%
	Total Capital Improvements	500,000	1,047,919	1,562,457	1,427,655	0	0	0%
590300	Transfer to Debt Service	0	0	0	0	0	0	0%
590500	Transfer to Water	0	0	0	0	0	1,000,000	100%
	Total Transfers Out	0	0	0	0	0	1,000,000	10%
Total Capital Projects Fund Exp		**$500,000**	**$1,047,919**	**$1,562,457**	**$1,427,655**	**$0**	**$1,000,000**	**100%**

CAPITAL PROJECTS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
4200 - Municipal Building Fund								
572000	Building & Grounds Improvements	0	25,591	598,680	471,560	502,360	480,000	-4%
584022	Parking Lot	23,650	613,209	0	0	0	0	0%
584023	Golf Course Facility Improvements	0	11,940	0	0	0	100,000	100%
585030	Salt Dome	0	61,800	0	0	0	0	0%
	Total Capital Improvements	23,650	712,540	598,680	471,560	502,360	580,000	15%
590550	Transfer to Golf Fund	16,343	0		0	0	0	0%
	Total Transfers Out	16,343	0	0	0	0	0	0%
Total Municipal Building Capital Projects		**$39,993**	**$712,540**	**$598,680**	**$471,560**	**$502,360**	**$580,000**	**15%**
4300 - Developer Deposits Fund								
523401	Architectural/Engineering	0	0	0	0	0	0	0%
	Total Contractual Services	0	0	0	0	0	0	0%
546900	Contingencies	0	0	0	0	0	0	0%
	Total Other Charges	0	0	0	0	0	0	0%
585033	West Bartlett Rd. Streetscape	0	0	0	0	0	0	0%
585035	Golf Irrigation System	15,750	0	0	0	0	0	0%
585045	IDOT Intersection Improvements	0	0	(69,300)	0	0	0	0%
585046	West Bartlett/Devon Drainage Swale	0	0	0	0	0	0	0%
	Total Capital Improvements	15,750	0	(69,300)	0	0	0	0%
590420	Transfer to Municipal Building	0	0		0	0	0	0%
590442	Transfer to 59 & Lake TIF	77,177	174,342	0	0	0	0	0%
590550	Transfer to Golf Fund	49,958	0	0	0	0	0	0%
	Total Transfers Out	127,135	174,342	0	0	0	0	0%
Total Developer Deposits Capital Projects		**$142,885**	**$174,342**	**($69,300)**	**$0**	**$0**	**$0**	**0%**

CAPITAL PROJECTS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
4420 - Route 59 & Lake TIF Fund								
522900	Professional Planners	0	0	0	0	0	0	0%
523400	Legal Services	0	0	0	0	5,000	5,000	0%
523401	Engineering Services	0	0	0	0	0	0	0%
	Total Contractual Services	0	0	0	0	5,000	5,000	0%
546900	Contingencies	14,569	0	0	0	20,000	20,000	0%
547101	Interest Payment	62,609	174,342	204,930	175,000	190,000	190,000	0%
	Total Other Charges	77,178	174,342	204,930	175,000	210,000	210,000	0%
590430	Transfer to Developer Deposits	0	0	0	0	390,000	0	-100%
	Total Capital Improvements	0	0	0	0	390,000	0	-100%
Total Route 59 & Lake TIF Fund		**$77,178**	**$174,342**	**$204,930**	**$175,000**	**$605,000**	**$215,000**	**-64%**
4440 - Bluff City TIF Project Fund								
523401	Engineering	0	0	0	0	100,000	100,000	0%
524000	Bond Issuance/Costs	0	0	0	0	0	0	0%
	Total Contractual Services	0	0	0	0	100,000	100,000	0%
546900	Contingencies	0	0	0	0	100,000	0	-100%
547006	Developer Note Interest Expense	1,108,301	1,234,123	973,008	658,451	800,000	700,000	-13%
547007	Developer Note Principal	0	0	646,000	1,430,000	1,000,000	1,800,000	80%
	Total Other Charges	1,108,301	1,234,123	1,619,008	2,088,451	1,900,000	2,500,000	32%
583075	Site Preparation - Earthwork	0	0	0	1,612,330	2,000,000	1,000,000	-50%
583076	Road Improvements	0	0		251,909	100,000	100,000	0%
583078	Public Infrastructure	0	0		42,961	0	0	0%
	Total Capital Improvements	0	0	0	1,907,200	2,100,000	1,100,000	-48%
Total Bluff City TIF Project Fund		**$1,108,301**	**$1,234,123**	**$1,619,008**	**$3,995,651**	**$4,100,000**	**$3,700,000**	**-10%**

CAPITAL PROJECTS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
4450 - Lake St Corridor TIF Fund								
523100	Advertising	0	0	0	0	0	50,000	100%
523400	Legal Services	0	0	0	25,000	0	20,000	100%
523401	Engineering	0	0	0	200,000	0	450,000	100%
	Total Contractual Services	0	0	0	225,000	0	520,000	100%
546900	Contingencies	0	0	0	0	0	20,000	100%
	Total Other Charges	0	0	0	0	0	20,000	100%
580000	Land Acquisition	0	0	0	3,053,000	0	0	0%
580001	Demolition/Site Prep	0	0	0	124,069	0	0	0%
	Total Capital Improvements	0	0	0	3,177,069	0	0	0%
Total Lake St Corridor TIF Fund		**$0**	**$0**	**$0**	**$3,402,069**	**$0**	**$540,000**	**100%**
4810 - Brewster Creek Business Park TIF Projects Fund								
524000	Bond Issuance Costs	62,501	8,000	0	0	0	0	0%
546900	Contingencies	0	0	712,687	0	0	0	0%
547006	Developer Note Interest Expense	277,432	407,415	0	0	0	0	0%
547007	Developer Note Principal	269,000	6,824,800	0	0	0	0	0%
547061	2007 TIF Bond Interest Expense	161,000	0	0	0	0	0	0%
547062	2007 TIF Bond Principal Expense	2,875,000	0	0	0	0	0	0%
547068	2016 TIF Bond Interest Expense	256,000	140,000	0	0	0	0	0%
547069	2016 TIF Bond Principal Expense	2,900,000	3,500,000	0	0	0	0	0%
	Total Other Charges	6,800,933	10,880,215	712,687	0	0	0	0%
582015	Sanitary Sewer/Water Distribution	0	0	0	0	0	0	0%
582016	Wetland Mitigation	83,675	74,516	0	0	0	0	0%
583031	Roadways	50,600	643,303	131,728	0	0	0	0%
585005	Site Preparation - Earthwork	2,373,623	590,286	0	0	0	0	0%
585006	Signs & Landscaping	39,800	0	0	0	0	0	0%
	Total Capital Improvements	2,547,698	1,308,105	131,728	0	0	0	0%
Total Brewster Creek Capital Projects		**$9,348,631**	**$12,188,320**	**$844,415**	**$0**	**$0**	**$0**	**0%**

CAPITAL PROJECTS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
5090 - Water Fund								
581020	Water Meter Program	22,954	1,358,889	1,732,776	2,250,000	2,250,000	750,000	-67%
581029	Water Main Replacement	1,105,904	289,747	3,195,569	79,377	200,000	2,000,000	900%
581030	Water Tower Painting	3,000	0	1,254,472	719,694	985,000	0	-100%
581031	Leak Survey and Repair	22,622	18,380	16,780	5,000	125,000	0	-100%
581038	Village System Improvements	18,690	441,305	644,815	1,155	75,000	250,000	233%
581039	Lead Service Replacement	286	0	0	0	0	0	0%
581040	Infrastructure Removals	2,959	0	0	0	100,000	0	-100%
581041	Hydrant Painting Program	19,430	20,699	38,127	38,810	50,000	0	-100%
	Total Capital Improvements	1,195,845	2,129,020	6,882,539	3,094,036	3,785,000	3,000,000	-21%
Total Water Capital Projects		**$1,195,845**	**$2,129,020**	**$6,882,539**	**$3,094,036**	**$3,785,000**	**$3,000,000**	**-21%**
5190 - Sewer Fund								
582023	Phosphorous Removal System	66,361	0	0	0	0	0	0%
582025	Sanitary Sewer Rehabilitation	304,216	0	576,880	0	0	1,100,000	100%
582026	Lift Station Upgrades and Rehab	866,495	573,925	68,477	2,060,000	2,060,000	1,050,000	-49%
582027	Bittersweet WWTP Facility	21,164,284	11,561,633	2,530,533	215,714	200,000	295,000	48%
582028	Devon Excess Flow Plant Rehab	103,578	6,709,400	2,190,543	700,000	200,000	0	-100%
	Total Capital Improvements	22,504,934	18,844,958	5,366,433	2,975,714	2,460,000	2,445,000	-1%
Total Sewer Capital Projects		**$22,504,934**	**$18,844,958**	**$5,366,433**	**$2,975,714**	**$2,460,000**	**$2,445,000**	**-1%**
7200 - Bluff City SSA Debt Service								
547004	SSA Bond Interest Expense	70,904	69,803	0	0	0	0	0%
547005	SSA Bond Principal Payment	905,000	905,000	0	0	0	0	0%
546900	Contingencies	0	0	0	0	60,000	116,805	95%
	Total Other Charges	975,904	974,803	0	0	60,000	116,805	95%
Total Bluff City SSA Debt Service		**$975,904**	**$974,803**	**$0**	**$0**	**$60,000**	**$116,805**	**95%**

VILLAGE OF BARTLETT | ADMINISTRATION DEPARTMENT

The Administration Department provides general administrative services for the village as a whole. Policymaking and legistlative authority are vested in the Board of Trustees. The Village Administrator is responsible for carrying out the board's policies and overseeing the day-to-day operations of the village. The staff works directly with the village board and coordinates polices and services with all village departments.

BRANDING ACTION

Administration staff continue work with branding consultant A5 to advance the Belong in Bartlett initiative, with a focus on business attraction and retention, promotion of community events and traditions, and coordinated marketing efforts tied to economic development and TIF promotion.

29,421
SOCIAL MEDIA FOLLOWERS

GRANT SUPPORT

Administration staff support the Village's grant strategy through targeted research and continued membership with GrantFinder by Lexipol, aligning with the Strategic Plan goal to expand grant capacity and pursue external funding opportunities.

COMMUNITY ENGAGEMENT

This year, the Administration Department assisted with planning, permitting, and promoting community events including National Night Out, the Fourth of July festival and parade, the Firecracker Open, Merry and Bright, the tree lighting, the Cocoa Crawl, visits to 11 neighborhood block parties and activities at Bartlett Hills. These efforts earned the Village a third-place national recognition from National Town Watch and strengthened civic connections, reinforced partnerships with local organizations, and delivered engaging experiences for residents of all ages.

CIVIC FUNDING

In 2025, the Village Board established the CEAC. One of their first actions was to review civic funding, support community engagement and economic development. $63,000 in civic funding is included in the 2026/27 Administration budget, excluding Merry and Bright programming.

BUILDING THE FUTURE WORKFORCE

The Village of Bartlett invests in the next generation of public sector professionals through its high school internship program, working with 20 students in 2025 across multiple departments to provide hands-on experience and early exposure to municipal careers.s. Bartlett's efforts were recognized at the Alignment Collaborative for Education Internship Host Recognition Breakfast, reflecting the Village's commitment to building a strong future workforce.

DEVELOPMENT CONTINUES

Administration staff support downtown revitalization, economic development, and long-range planning efforts. Highlights include downtown beautification near the Depot Museum and Town Center, implementation support for the Transit-Oriented Development Plan through CMAP's NEXT program, promotion of the Lake Street TIF District, and continued industrial growth across Brewster Creek and Blue Heron Business Parks. Bartlett's industrial inventory totals nearly 7.6 million square feet with net-zero vacancy.

MUSEUM & CULTURE

The Administration Department oversees operations of the Bartlett History Museum and Depot Museum. Current initiatives include curating the 100th anniversary of Bartlett Hills, expanding the Veterans on Main banner recognition program, participation in the Kane-DuPage Regional Museum Association's Passport to Adventure program, and continued growth of the Village's digital museum collections.

288 FOIA'S PROCESSED

NEW STRATEGIC PLAN

In January 2026, the Village Board adopted a new streamlined Strategic Plan organized around five core goals, guiding infrastructure, development, financial sustainability, future focused development, and residential quality of life. The plan will be implemented through internal and public-facing dashboards to track progress and ensure accountability over the next three years.

VILLAGE TRANSPARENCY

The Village launched the NextRequest FOIA platform on February 27 and processed over 1,000 FOIA requests within the first nine months, approximately 70% of which were police-related. Administration staff also coordinated a community-wide digital survey to inform the Village's new Strategic Plan and continue to manage public communications, media outreach, and branding initiatives.

VILLAGE BOARD/ADMINISTRATION

Department Description

The Administration Department provides organizational leadership, strategic management, and support services that guide the daily operations of the Village. The department oversees executive administration, human resources, economic development, community engagement, museum and cultural programming, and interdepartmental coordination. Administration ensures effective communication with the public, supports the Village Board of Trustees and Mayor, advances economic vitality, manages community relations, and promotes high standards of service delivery across all departments.

The department is led by the Assistant Village Administrator under the direction of the Village Administrator who works closely with the Human Resources Director to implement Village policies, manage organizational performance, and advance strategic priorities.

2026/27 Budget Highlights

The administration department is down 5% this year, and the decrease is primarily a reflection of recommended reduction in the BEDA program, as well as a shift of some advertising money to the TIF district. Key components of this year's proposed budget reflect the goals and targets established in the strategic plan. Specifically, the goals of expanding civic engagement opportunities, future ready workforce and future focused development, and financial sustainability.

Funding assistance to civic groups and facilitating community events beyond the commitment of Police and Public Works support comes from the administration department. The newly formed Community and Economic Affairs Committee evaluated and recommended the civic funding of $63,000 included in our budget. These funds do not include the Merry and Bright event.

A significant portion of the department's budget accounts for economic incentives, such as the four sales tax sharing rebates (Aldi, Bartlett Auto Mall, Culvers, and MORE) and the BEDA program are funded in our department as well. The sales tax rebates are negotiated and approved by the Village Board and have varied terms. The BEDA program was reconfigured this year to focus on façade and signage for businesses and was reduced slightly from previous years. The BEDA program is funded through earmarked video gaming revenues.

Also included in our proposed budget is membership with GrantFinder by Lexipol, which provides access to a wide variety of grants. Previously, the Illinois Municipal League provided membership as part of their benefits, however the league ended this relationship in December. As continued membership aligns with our strategic plan goal to establish a grant strategy, we moved to continue the membership independent of IML.

The Village of Bartlett joined the Intergovernmental Personnel Benefit Cooperative (IPBC) following Village Board approval in October 2024, with all benefit plans transitioning effective January 1, 2025. While the initial transition to IPBC required a significant investment of time and coordination, the process was managed exceptionally well by the

Village's Benefits Coordinator in collaboration with IPBC and PlanSource onboarding staff. After the first year of participation, the results have been highly positive. Enrollment processes have become more streamlined, employee communications have improved, and overall administrative efficiency has increased. Most notably, participation in the IPBC has resulted in an estimated cost savings of nearly $500,000 in the first year alone.

Strategic Plan Goal– Quality of Life

Expand Civic Engagement Opportunities *– Inviting residents to participate meaningfully strengthens local decision making to ensure that it reflects the community, improves transparency and accountability and results in better-informed policies and programs.*

STATUS:
The Village Board approved the creation of the Community and Economic Affairs Commission to replace the Economic Development Commission. The new commission members were appointed to staggered terms on October 21, 2025.

The National Night Out events included: a Family Fun Night & Twilight Pool Party at the Bartlett Community Center. Bartlett PD and elected officials visiting the 11 NNO Block Parties and Lighting Competition participants, and the Pitch, Putt and Drive Crime Out at Bartlett Hills. These fun family-focused events this past August earned the Village a 3rd place win from the National Town Watch National Night Out celebration competition.

The village provided police and public works support for the 4th of July festival, fireworks and the Bartlett Lions Independence Day Parade. Also, the police department participated in the special needs carnival. At Bartlett Hills, the annual Firecracker Open was a huge success.

The Merry and Bright committee should be proud of their accomplishments. Beyond just executing and delivering a large-scale event to our residents, it also strengthens our relationship with other taxing bodies and civic groups which is truly a hallmark for community engagement.

The holiday tree lighting is followed by the Cocoa Crawl, a collaboration with the Bartlett Area Chamber of Commerce and the Bartlett Library District and Bartlett Rotary. During this event local businesses open their doors and provide hot chocolate drink samples to shoppers and visitors.

The Bartlett History Museum started collecting and achieving information about military service members, living or deceased, who call or have called Bartlett home. This information will be considered for inclusion in the "Veterans on Main" recognition program, which features banners of Bartlett service members proudly displayed on Main Street. 40 banners were created and displayed on Main Street this past summer.

We saw several "No Kings" demonstration at the intersection of Stearns Road and South Bartlett Road. These demonstrations were held without incident. The Police Department had a presence in the

area to make sure safety, and first amendment rights were maintained.

NEXT STEPS

Support for community events will continue. The Community and Economic Affairs Commission reviewed funding requests for the civic funding program. The commission recommended full funding of the requests, accordingly, 62,100 is reflected in the Administration department's proposed budget.

The History Museum has a program established to collect service member information on-going for the banner recognition "Veterans on Main".

Coordinated Community Engagement- Coordinated engagement ensures that communications are consistent, clear, and aligned with the village's vision. Engaging the community brings in broad perspectives, local knowledge, and creative ideas. It leads to better informed policies and projects that are more likely to succeed and be supported.

STATUS:

The Village Board set out a new strategic plan that is more streamlined, focusing on 5 main goals themes:

Infrastructure Planning and Maintenance, Development, Financial Sustainability, Future Focused Development and Residential Quality of Life.

We welcomed the passing of the gavel from Mayor Kevin Wallace to Mayor Daniel Gunsteen and the addition of Trustee John Batterman to the Village Board of Trustees. As a group they participated in elected official leadership training with consultant Cory Plasch.

The Bartlett Area Chamber's Breakfast with the Villages on April 24th at Bartlett Hills was an opportunity to inform the business community about the economic development landscape in Bartlett. Former Mayor Wallace and Mayor-Elect Daniel Gunsteen jointly gave the presentation.

We went live with the Next request FOIA software on February 27th and passed the 1,000 FOIA mark, 10 days shy of 9 months. 70% of those being police related FOIA's.

Administration staff presented an economic development update to the Bartlett Rotary Club in September that included the updated streetscape project at Town Center and the Lake Street TIF.

Mayor Gunsteen was interviewed on WGN giving a well- timed PR plug for our holiday events Merry and Bright, tree lighting and the Cocoa Crawl. Bartlett got merry and bright with new streetlight and parkway decorations this season.

We solicited input on the new Strategic Plan with a digital survey out to the community.

NEXT STEPS

The implementation of the new strategic plan will include both an inward and community facing dashboard to help us track progress made on the goals and targets established by the Village Board.

The CEAC will continue its work with community engagement and economic development. Major projects on the horizon include the promotion of the Lake ST. TIF, the launch of the Belong in Bartlett Business Grant.

Our work with branding consultant A5 continues. This phase of the Belong in Bartlett branding plan focuses on the business community and business attraction and retention as well as promoting community events and traditions.

In the museum, work continues next year, curating the 100th anniversary of Bartlett Hills exhibition. An anniversary that will also be celebrated though special centennial merchandise and promotions at Bartlett Hills.

For fun and affordable experiences for all ages close to home, the Bartlett History Museum and Depot Museum were sites within the Kane-DuPage Regional Museum Association's 2025-2026 Passport to Adventure program started May 1 and runs throughout the year. Our participation in this very popular program will continue in 26-27.

Ever wonder what the Bartlett History Museum collects in its mission to preserve the Village's rich history? The answer is a lot! This large collection is housed at Bartlett Village Hall using archival practices to best protect items for use in the museum's exhibitions, educational programming and social media. The museum's online collection is accessible anytime and anyplace by visiting bartlettmuseums.pastperfectonline.com/. The digital collection is a portion of the museum's complete inventory, one which grows every week with donations from the community.

Strategic Plan Goal– Future Ready Workforce

Satisfied and Engaged Workforce – Fostering engagement among employees is a community benefit because it leads to better service delivery, faster response times, and more innovative solutions. It reduces the cost and disruptions of hiring, recruiting and training new staff frequently, and makes the overall organization more resilient and adaptable.

STATUS:

Employee input was solicited regarding the new Strategic Plan goals and targets and timeframes at three measure gallery workshops for the municipal staff.

A new avenue for training has been our training institute days. Staff has taken advantage of these special days to conduct software training, skill building exercises, equipment qualifications and presentations/public speaking opportunities.

Every year, Hanover Township organizes an Adopt-A-Senior program, where low-income older adults in this community create a wish list of personal essentials and a few gifts. These seniors live in the area and often cannot afford basic items like toilet paper, soap, tin foil, etc., so they put them on their wish list. This year, Village employees provided 122 gifts to seniors through this program.

NEXT STEPS

The HR department will continue to coordinate our annual village wide staff training opportunities regarding policy changes, risk management reviews and state-mandated training. We will be tracking training hours village-wide as part of the strategic plan targets.

Working groups of employees were established to evaluate a new phone system upgrade, website redesign, and police policy reviews.

Staff Capacity To Meet Service Demands – Without adequate staffing, services like public safety, permitting, inspections and public works can slow down, residents may experience delays in services. Staffing capacity allows the village to scale and adapt to better meet needs effectively.

STATUS:

The Village of Bartlett engaged MGT Consulting Group to conduct a comprehensive Classification and Compensation Study to ensure our compensation system is fair, competitive in the labor market, and internally equitable. The study, presented to the Village Board in May, provided a data-driven foundation for updating job classifications and aligning pay structures and benefits with industry standards and comparable municipalities.

On Tuesday July 1 before the Village Board Meeting Police Chief Ryan Conway was sworn in to his position by Village Clerk Lorna Giless. Chief Conway's new position with the Village of Bartlett brings him full circle in his law enforcement journey. In 2004, before he began his tenure in Wheaton, he was an intern with the Bartlett Police Department.

We had several retirements this year. We had four retirements in the Police Department, two retirements in Public Works and Finance Departments, and one in PDS. The HR department does an excellent job marking these significant milestones for our employees and assisting with the transition to retirement.

Another department director's position opened due to retirement was that of Finance Director. The Village Board approved the appointment of Assistant Finance Director Matt Coulter as Finance Director and Treasurer at the beginning of May.

Agnes Skierkowski was named Interim Assistant Finance Director. With more than 17 years of experience in the accounting and finance industry, Agnes joined the Finance Department in 2021 and has since gained extensive knowledge and expertise within the Village. Her promotion reflects our continued commitment to building a strong and capable leadership team.

VILLAGE BOARD/ADMINISTRATION

The Administration Department saw some staff changes as well with the move of Assistant to the Village Administrator Sam Hughes to Public Works, the welcoming of Ricci Lucas from Information Services to Administration in the position of Community Engagement Coordinator and the addition of Management Analyst Jacob Uhlman in January. These staffing changes support the adaptability of our department to better meet the needs of the organization, service delivery and advance strategic goals.

Last year we worked with 20 students at various levels and lengths, high school Juniors and Seniors through the Alignment Collaborative for Education, college and graduate student interns, and job shadows. Multiple departments participated in these programs including Police, Public Works, Administration, GIS and Information Services, the History Museum, Planning and Development Services, Bartlett Hills ground and food and beverage. Administrator Schumacher presented our efforts to build a pipeline for future public sector employees at the International City and County Management Association national conference in October.

NEXT STEPS

The internship programs will continue. Human Resources Director Janelle Terrance coordinates high school internships and works with our department directors to create position descriptions and identify meaningful projects for the students to work on during their 60 -hour summer commitment.

The Public Works Union 150 contract is up for renewal this year. Administration, Finance and Public Works will work with our labor attorney on the negotiations for the new contract.

Organizational Resilience- Organizational resilience is the ability of a community, government, or organization to withstand, adapt to, and recover from disruptions- whether they're sudden crises or long-term challenges. For a municipal organization, resilience is especially important. Supporting a healthy, sustainable work environment, building staff expertise and cross departmental collaboration and maintaining continuity of operations directly impacts the quality and responsiveness of village operations.

STATUS:

Cost cutting measures were the theme of Pitch Fest this year. Three teams submitted their ideas to Mayor Gunsteen, Trustee Battermann and Administrator Schumacher on October 10. Pitch Fest is an opportunity for employees to build skills in collaboration, analysis, budgeting and public speaking.

Collaborative training was conducted with the Bartlett Fire Protection District on Resue Task Force training. This joint training integrates fire, EMS and law enforcement personnel. The purpose is to provide rapid, life-saving medical care in dangerous and active environments and focus on tactics, communication and procedures.

In September 2024, the village board approved joining a health insurance pool, the Intergovernmental Personnel Benefit Cooperative (IPBC). The most recent open enrollment period, completed in December, was conducted smoothly and efficiently. The Village looks forward to continuing to evaluate additional opportunities and long-term benefits through participation in the cooperative in the years ahead.

Bartlett participated with other NWMC and DMMC communities in an actuarial study of the financial impacts of SB 1937, the Tier Two pension legislation that advanced in Springfield in the last Veto Session.

Staff across multiple departments received DACRA software training. The new platform went live this past August. This program replaces the local adjudication data base, allows us to upload case documents and correspondence, findings and automatically generates notices/fines.

With recent cyberattacks in Addison, Hoffman Estates, and West Chicago, it's a great time to review our readiness. This guided, discussion-based exercise walked us through a realistic ransomware scenario in an EOC-style format. Meant to help us think through roles, decisions, and coordination, the Ransomware Tabletop Exercise (Firewall Fallout) took place in April. The exercise was an innovative step towards staff training, and our staff was invited to present our exercise to other IRMA members as well.

NEXT STEPS

Pitch Fest will continue as a vehicle for innovation and staff development. This program is coordinated by Administration.

Outside, and on-line training opportunities as well as cross training time will be included in the implementation of the training hour target established in the strategic plan.

Personnel Director Terrance will continue working with the Police Department to develop supervisory and command staff career development programs, including knowledge transfer, and succession planning.

Strategic Plan Goal- Future Focused Development

Community's Vision for Downtown Understood- A thriving downtown becomes a hub of economic activity that benefits the entire community, it fosters social connection and builds community identity and pride. Having a well –defined vision ensures that development reflects the community's goals, character and identity. It helps balance economic growth with quality of life.With a clear vision, the staff and elected officials can evaluate proposals based on long-term priorities, not short-term pressures, make consistent decisions on zoning, annexation and infrastructure and avoid piecemeal or reactive development.

STATUS:

The completed beautification of the area around the depot museum and the town center, with new sidewalks, landscaping, runnel and seating areas will make our downtown more pedestrian friendly and inviting to visitors this summer.

Staff and Mayor Gunsteen had the kick-off call with CMAP for the NEXT program (plan implement assistance) grant that the Village received to further the goals of the TOD Plan. As part of the process, developers from the Urban Land Institute (ULI) will visit the downtown area, take a tour, review the plan and then proceed with making suggestions to encourage development downtown.

Connectivity will extend into one of our major intersections at Route 59 and West Bartlett Road. The vision includes linking the east and west sides of Bartlett with a proposed pedestrian passage under Route 59. The proposed bike path will offer our residents a seamless and scenic route downtown. The village staff secured a $150,000 engineering grant from Cook County.

We have welcomed new residents at the Grasslands development—just a one-minute drive time from the heart of our downtown.

NEXT STEPS

WE are actively pursuing grants and partnerships with IDOT, DR Horton, and Cook County to bring the Rt. 59 underpass project to life. This project will certainly be part of the overall grant strategy called for in the strategic plan.

We will have the opportunity to work with the Park District as collaboration with D.R. Horton pushes forward on the design for the bike path located on the park property on the east side of Rt. 59

To take advantage of this newly constructed Town Center area, Arts in Bartlett has planned a series of concerts in the town center. This proposal was part of their civic funding request supported in this budget.

Further collaboration work with METRA on the street scape improvements around the train station. The work will mirror the improvements to sidewalks and landscaping that was completed this past fiscal year.

The continuation of the downtown sidewalk replacement program as also part of the village's capital improvement plan.

Developer in Place for 19- acre Parcel- By guiding development, the community can ensure that new projects enhance the character and livability of Bartlett.

STATUS:
The Village purchased a significant parcel within the Tax Increment Financing (TIF) district along Lake Street. Staff have interviewed three planning consultants.

A Phase 1 environmental assessment, the field work needed for the wetland delineation report, and the Alta Survey of the property was completed.

The Village Attorney worked with IDOT's legal team to secure the easements payments for the properties at 555 Lake Street and the 19-acre site.

Assistant Village Administrator Scott Skrycki and Economic Development Coordinator Tony Fradin did a great job promoting development potential in Bartlett with a special highlight on the Lake St. TIF at International Council of Shopping Centers Convention this year.

NEXT STEPS

The work ahead on the planning for the development of this site includes hiring a planning consultant and community engagement to obtain public input by 6/2027.

Bartlett is eager to welcome appropriate and high value development of this gateway to our community. The Administration Department will be putting heavy emphasis on the marketing of the Lake St. TIF at trade shows, email blasts and as part of our continued branding campaign.

Conversations with IDOT continue regarding the potential for Oak Street realignment. The Village Board has approved the consulting engineers designing the road and will work toward completing the Phase 1 analysis.

2025-2026 Highlights

The Village Board has taken bold steps to revitalize Bartlett's northern gateway. Focusing on the redevelopment of vacant, underutilized and blighted sites, the Lake Street TIF plan went into action. The Village secured the long-vacant gas station property at 555 Lake Street and started to prepare the site for redevelopment. The demolition of the gas station and the removal of the underground storage tanks was achieved and the negotiations of the easements with IDOT and the court appearances were completed after several months.

The Village continues to discuss and engage property owners. Staff met with the owners of Tom's Farmstand to discuss the Lake Street Corridor TIF District. They expressed their desire to have any Master Plan for the area to include keeping their farm stand operational.

Discussions with U-46 regarding TIF eligible improvements at Eastview Middle School continue. The district and the Village have been evaluating at the opportunities for mutually beneficial projects within the district.

Brewster Creek Business Park continues to drive investment and job creation. Now home of 74 businesses, the park is nearing full build out. On the far west side of the village, Blue Heron Business Park continues to expand industrial opportunities. Together, Bartlett's industrial inventory has grown to nearly 7.6 million square feet across 76 buildings, with a net-zero vacancy rate and an additional 215,000 square feet under construction. At the current pace of growth, our industrial parks are expected to reach full capacity by late 2027.

Businesses spanning logistics, food, automotive, and high-technology industries – have helped to expand Bartlett's daytime employment base to more than 10,000 jobs.

Bartlett was awarded the GFOA Distinguished Budget Award, Qualified with Special Recognition! The distinction is given when all three independent reviewers give the highest possible score in a category, in our case, Strategic Goals and Strategies.

Administration staff have worked closely with the Village Board and strategic planning consultant CP2, since July to draft and approve a

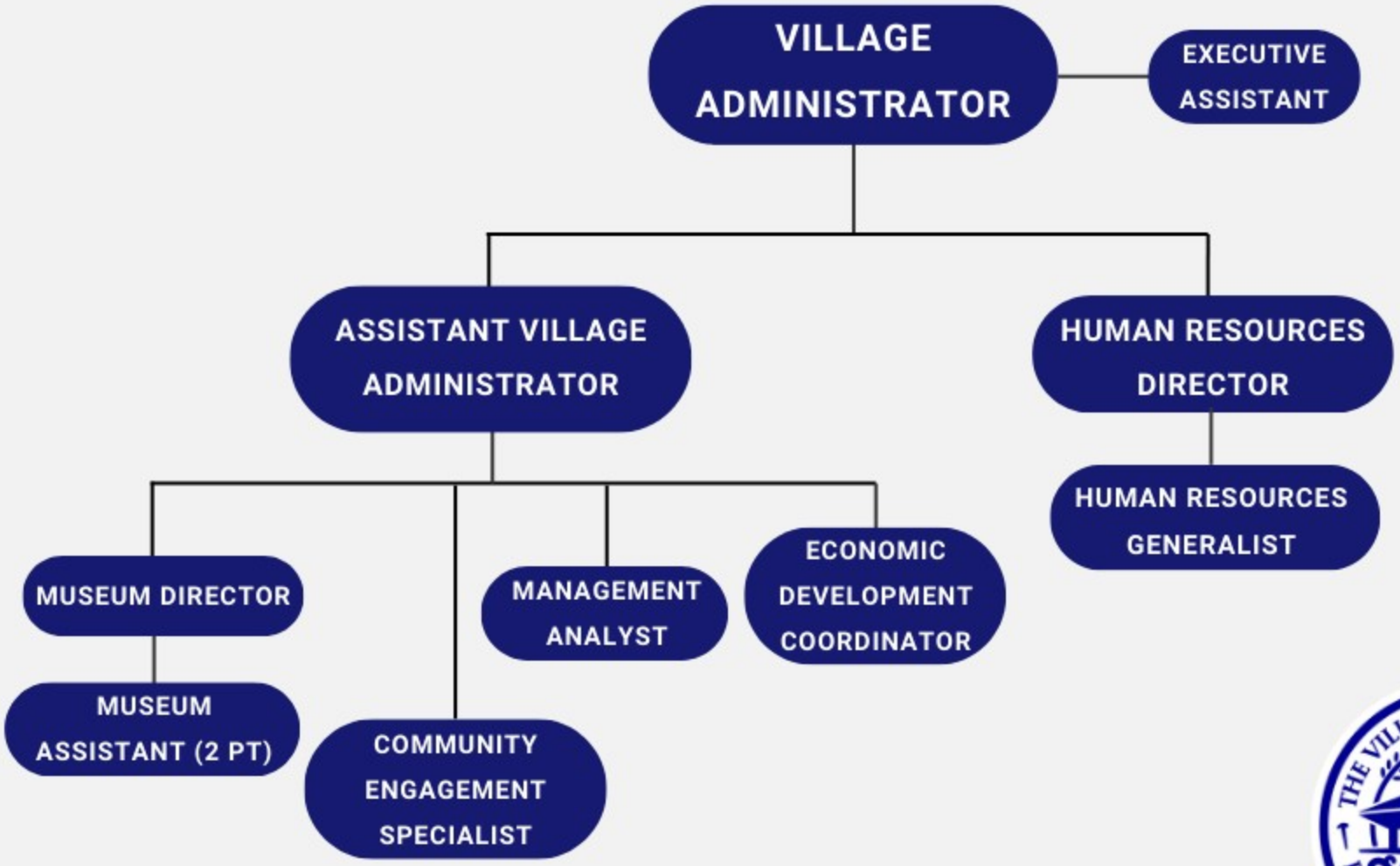
new Strategic Plan. The plan development included direct input from village employees using measure gallery workshops and a digital survey of residents. The new streamlined plan, built around five major goals, provides focused goals and targets for the next three years.

Bartlett Hills proudly hosted the Alignment Collaborative for Education Internship Host Recognition Breakfast in December. In addition to serving as the event host, Bartlett was honored for supporting high school summer internships in three key areas: Automotive, Culinary, and First Responder. Bartlett's role in helping build and strengthen the workforce of the next generation has grown in the past five years.

The new compensation, classification and benefit study was implemented this past fiscal year. This major undertaking for our organization provided numerous benefits including improved recruitment and retention. The modernized pay structure positions the Village to better attract and retain qualified, high -performing staff in a competitive labor market. Increased equity and transparency by establishing clear guidelines for job classification and compensation, reducing the potential for internal disparities. The new structure supports long-term planning efforts by aligning staffing needs, role clarity, and budget development with organizational goals. Operational and Fiscal Responsibility: Finally, the updated pay structure balances market competitiveness with financial sustainability, reflecting responsible stewardship of public resources.

VILLAGE OF BARTLETT

ADMINSTRATION DEPARTMENT ORGANIZATIONAL CHART



Department Leadership & Administrative Support

Village Administrator

The Village Administrator serves as the chief administrative officer for the Village, providing overall leadership, policy implementation, and direction for all municipal operations. Responsibilities include managing the Village's budget and organizational performance, overseeing departmental activities, working closely with the Mayor and Board of Trustees to implement the strategic plan goals and objectives, negotiating intergovernmental and contractual agreements, and ensuring responsive and efficient public service. The Village Administrator directly supervises the Assistant Village Administrator, Executive Assistant, and all the department directors to include the Chief of Police, Public Works Director, Human Resources Director, Planning & Development Services Director, Finance Director and Information Systems Director.

Assistant Village Administrator

The Assistant Village Administrator supports the Village Administrator in managing daily operations, implementing strategic initiatives, budgeting and coordinating interdepartmental programs. This position supervises the Economic Development Coordinator, Community Engagement Coordinator, Management Analyst and Museum Director.

Working closely with the Planning and Development Services Department on business recruitment and retention efforts, implementing the village marketing and communications strategy, and acting as liaison to the Community and Economic Affairs Committee.

The Assistant Village Administrator also provides administrative oversight of Bartlett Hills Golf Course, directly supervising the Golf Professional, Food & Beverage Manager, and Grounds Superintendent. Responsibilities include coordinating operations, monitoring performance and revenues, and supporting capital and facility improvements.

Executive Assistant

The Executive Assistant provides high-level administrative support to the Village Administrator and serves as the primary clerical support for the Mayor and the Village Board of Trustees. Responsibilities include preparing correspondence and meeting materials, coordinating schedules, managing records, assisting with agenda preparation, and supporting public inquiries. The Executive Assistant contributes to efficient executive operations and ensures responsive communication between elected officials, staff, and the public.

Economic Development & Community Engagement

Economic Development Coordinator

The Economic Development Coordinator supports business retention, expansion, and attraction efforts for the Village. Responsibilities include working with prospective and existing businesses, coordinating incentive programs, maintaining economic data, supporting marketing initiatives, and facilitating development-related

communication with the business community. The Economic Development Coordinator reports to the Assistant Village Administrator and helps advance the Village's long-term economic vitality.

Community Engagement Coordinator

The Community Engagement Coordinator manages communication, outreach, and engagement initiatives that strengthen relationships between the Village and its residents, businesses, and visitors. Responsibilities include coordinating public information efforts, managing social media and digital communications, supporting special events, and assisting with community-based programs. The production of the Bartletter (a bi-monthly newsletter distributed free of charge to village residents), the Trending Now digital newsletter, website content, other social media and writing various news releases This position promotes transparency, accessibility, and positive public interaction and reports to the Assistant Village Administrator.

Management Analyst

The Management Analyst provides professional administrative, analytical, and programmatic support for Village initiatives and departmental operations. Responsibilities include conducting research and data analysis, supporting budget development, preparing reports, assisting with policy development, and coordinating special projects. The Management Analyst works collaboratively across departments to support organizational efficiency and strategic planning.

Human Resources Division

Human Resources Director

The Human Resources Director oversees all personnel, labor relations, and organizational development functions for the Village. Responsibilities include managing recruitment, hiring, employee relations, benefits administration, training and professional development, compliance with employment laws, safety and risk management initiatives and labor contract administration. The HR Director reports directly to the Village Administrator and supervises the HR Generalist, ensuring consistent and equitable human resource practices across the organization.

Human Resources Generalist

The Human Resources Generalist provides professional support for HR programs and services, including recruitment, onboarding, benefits coordination, employee records maintenance, and compliance reporting. The Generalist assists staff and applicants with HR inquiries and supports departmental initiatives under the direction of the HR Director.

Museum Division

Division Overview

The Museum Division promotes the preservation, interpretation, and celebration of the Village's history, culture, and heritage. Through exhibitions, educational programs, events, and collection

management, the Museum enhances community identity and provides valuable cultural and historical resources to residents, students, and visitors.

Museum Director

The Museum Director manages all museum operations for both the Bartlett History Museum and the Bartlett Depot Museum, including public programming, collections care, historic preservation initiatives, special events, volunteer coordination, and community partnerships. Responsibilities include developing exhibits, overseeing facility operations, preparing budgets, and engaging the public through educational and interpretive programs. The Museum Director reports to the Assistant Village Administrator.

Museum Assistants (Two Part-Time Positions)

Part-time Museum Assistants support day-to-day museum operations, including assisting visitors, conducting tours, aiding in program delivery, caring for collections, preparing exhibits, and supporting events. These positions provide flexible staffing to ensure the Museum's accessibility and operational needs are met and report to the Museum Director.

VILLAGE BOARD/ADMINISTRATION SUMMARY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 1,503,497	$ 1,592,924	$ 1,655,876	$ 1,720,579	$ 1,740,177	$ 1,865,851	$ 1,875,357
	Contractual Services	13,955	13,948	29,213	31,010	79,557	206,200	171,200
	Commodities	7,729	6,113	9,268	7,439	8,282	10,600	10,300
	Other Charges	323,933	204,668	291,628	534,368	512,768	951,000	1,111,737
	Capital Outlay	0	0	0	0	0	0	0
	Subtotal Net of Transfers	1,849,114	1,817,653	1,985,985	2,293,396	2,340,784	3,033,651	3,168,594
	Central Service Allocation	78,658	103,326	103,326	116,222	132,709	140,939	164,172
	Vehicle Replacement Allocation	4,000	4,000	4,000	4,000	4,000	0	0
	Total Village Board/Admin	**$ 1,931,772**	**$ 1,924,979**	**$ 2,093,311**	**$ 2,413,618**	**$ 2,477,493**	**$ 3,174,590**	**$ 3,332,766**
Authorized Staffing	Village Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Assistant Village Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Assistant to the Village Administrator	1.00	1.00	1.00	1.00	1.00	1.00	0.00
	Human Resources Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Benefits Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Economic Development Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Community Relations Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	0.00
	Executive Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	History Museum Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Management Analyst	1.00	1.00	1.00	1.00	1.00	0.00	1.00
	Community Engagement Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	1.00
	History Museum Intern	0.12	0.12	0.12	0.12	0.12	0.12	0.12
	Administrative Intern	0.00	0.00	0.00	0.00	0.00	0.00	0.50
	Total Full Time Equivalents	**10.12**	**10.12**	**10.12**	**10.12**	**10.12**	**9.12**	**9.62**
Activity Measures	Social Media Followers*	24,337	25,899	28,177	29,015	29,421	30,000	35,000
	Trending Now Subscribers*	0	0	0	800	915	1,000	1,250
	Website Page Visits*	521,379	618,508	517,120	478,251	499,099	499,000	540,000
	Ordinances/Resolutions Passed	128	127	127	126	134	135	135
	History Museum events*	18	29	22	27	25	25	25
	Average Training Hours/Staff	-	-	-	-	-	60	90
	Number of FOIA's Assigned/Closed Out	351	314	269	271	288	295	295
	Number of BEDA Grants Approved*	2	4	5	3	2	3	4
	Number of Bartlett Business Blasts*	110	31	30	16	18	20	30
	Number of GoGOV requests*	77	78	65	52	59	68	75

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Village Board/Administration

Position Title/Justification	Additional Salary	Employee Group Insurance	IMRF	FICA
Intern	$25,000			$1,913
TOTALS	**$25,000**	**$0**	**$0**	**$1,913**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Village Board/Administration

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
	None				
	TOTAL	**$0**			

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Village Board/Administration

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
ICMA Conference Paula Schumacher October 17-21, 2026 Long Beach , CA	900	1,200	600		2,700
ILCMA Winter Conference Staff members- 2 February 4-6, 2027 Normal, IL	500	1,200	400		2,100
IAMMA Meetings (10 at $25.00) Administration	250				250
Annual Illinois Public Labor Relations Conference Galena, Il. October 2026 Janelle Terrance	400	500	175		1,075
Illinois Municipal League Conference Village Board (3 Members) September 18-20, 2026 Chicago, IL	2,400	200	150		2,750

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Village Board/Administration

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Miscellaneous Training	800	350	350		1,500
Village Tuition Reimbursment Program					20,000
ILCMA Summer Conference Staff members- 2 June, 2026 Peoria, IL	600	1,000	500		2,100
Illinois Public Service Institute Staff members- 1 October , 2026	850	1,500	350		2,700
	$6,700	**$5,950**	**$2,525**	**$0**	**$35,175**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Village Board/Administration

Organization Name	New or Existing	Employee(s) Name	Cost
Bartlett Chamber of Commerce	Existing	Village Board	580
Illinois Municipal League	Existing	Village Board	2,500
Illinois City Management Association	Existing	Schumacher, Skrycki, Uhlman	900
International City Management Association	Existing	Schumacher, Skrycki	2,300
Illinois Economic Development Association	Existing	Fradin, Skrycki	500
International Economic Development Council	Existing	Fradin, Skrycki, Village President	1,500
Illinois Tax Increment Association	Existing	Village	850
DuPage Mayors and Managers	Existing	Village Board	22,500
Northwest Municipal Conference	Existing	Village Board	21,382
U.S. Conference of Mayors	Existing	Village President	3,955
Bartlett Rotary Club	Existing	Administrator	1,000
American Alliance of Museums	Existing	Rohleder	200

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Village Board/Administration

Organization Name	New or Existing	Employee(s) Name	Cost
Milwaukee Road Historical Association	Existing	Rohleder	40
Kane DuPage Regional Museum Association	Existing	Rohleder	35
City-County Communications and Marketing Association	Existing	Skrycki, Lucas	650
Metropolitan Mayors' Caucus	Existing	Village	1,950
American Association for State and Local History	Existing	Rohleder	100
Sister Cities International	Existing	Village	675
Municipal Clerks Association N-NW Suburbs	Existing	Giless, Hughes	40
Society of Human Resources Management	Existing	Terrance	265
National Public Labor Relations Association	Existing	Terrance	200
Municipal Clerks of Illinois	Existing	Giless	80
International Public Management Association for Human Resources	Existing	Terrance	160
Legacy Project	Existing	Terrance, Schumacher, Lucas	200
		Total	**$ 62,562**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
1100 - Village Board/Administration									
511000	Regular Salaries	1,239,412	1,302,280	1,329,859	1,425,851	1,432,388	1,415,809	-1%	
511100	Overtime Salaries	4,329	2,578	2,304	500	4,000	4,000	0%	
511200	Temporary Salaries	0	0	0	0	0	0	0%	
514000	Employee Retirement Contributions	219,552	215,746	221,122	249,500	254,077	261,508	3%	
515000	Employee Group Insurance	192,583	199,975	186,892	190,000	230,270	194,040	-16%	
	Total Personnel Services	1,655,876	1,720,579	1,740,177	1,865,851	1,920,735	1,875,357	-2%	
522400	Service Agreements	21,830	9,076	14,134	136,200	136,200	136,200	0%	
523100	Advertising	7,383	21,934	65,423	70,000	75,000	35,000	-53%	Recommended shift of focus toward TIF advertising, which is TIF elgible
529000	Other Contractual Services	0	0	0	0	0	0	0%	
	Total Contractual Services	29,213	31,010	79,557	206,200	211,200	171,200	-19%	
530115	Subscriptions/Publications	2,104	1,953	2,143	2,300	1,950	2,300	18%	More real estate and economic development subscription (TIF)
532000	Automotive Supplies	0	0	0	0	0	0	0%	
532200	Office Supplies	3,042	3,703	4,259	6,500	4,000	6,000	50%	Prices prices going up/need more chairs
532300	Postage	4,122	1,783	1,880	1,800	1,400	2,000	43%	
	Total Commodities	9,268	7,439	8,282	10,600	7,350	10,300	40%	
541600	Professional Development	8,442	28,112	54,952	45,000	45,910	35,175	-23%	
542100	Economic Incentives	151,248	368,289	293,395	650,000	945,000	890,000	-6%	
543101	Dues	54,253	48,285	54,273	61,000	62,172	62,562	1%	
543900	Community Relations	54,705	71,424	95,194	175,000	143,740	104,000	-28%	
543910	History Museum Expenses	9,527	9,051	7,192	10,000	10,000	10,000	0%	
546900	Contingencies	13,453	9,207	7,762	10,000	10,000	10,000	0%	
	Total Other Charges	291,628	534,368	512,768	951,000	1,216,822	1,111,737	-9%	
570100	Machinery & Equipment	0	0	0	0	0	0	0%	
	Total Capital Outlay	0	0	0	0	0	0	0%	
590600	Transfer to Central Services	103,326	116,222	132,709	140,939	140,939	164,172	16%	
590610	Transfer to Vehicle Replacement	4,000	4,000	4,000	0	0	0	0%	
	Total Transfers Out	107,326	120,222	136,709	140,939	140,939	164,172	16%	
Total Village Board/Administration Exp		**$2,093,311**	**$2,413,618**	**$2,477,493**	**$3,174,590**	**$3,497,046**	**$3,332,766**	**-5%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Village Board/Administration

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
522400	**Service Agreements**	**136,200**	**136,200**
	GOV QA Software (FOIA)	6,500	6,500
	Printer Service Agreement	2,000	2,000
	Mosquito Abatement	76,500	76,500
	Bartletter Printing	32,000	32,000
	Code Red	19,200	19,200
523100	**Advertising**	**75,000**	**75,000**
	Branding Expenses	50,000	50,000
	In-person trade shows and advertising for new developments and events	25,000	25,000
542100	**Economic Incentives**	**945,000**	**895,000**
	BEDA	250,000	200,000
	Culvers sales tax rebate	10,000	10,000
	MORE Brewing sales tax rebate	15,000	15,000
	Aldi sales tax rebate	70,000	70,000
	Bartlett Auto Mall	600,000	600,000
543900	**Community Relations**	**141,740**	**111,170**
	Memorial Day, 4th of July, other events	18,300	18,300
	Merry and Bright Event	65,640	25,000
	Other Sponsorships, Supplies,Publications, Village Attire, etc.	5,400	5,400
	Civic Group Funding	**52,400**	**63,000**
	Arts in Bartlett/Heritage Days	11,900	11,900
	4th of July	14,000	15,000
	Bartlett Chamber	6,000	7,000
	Lions Club	500	5,625
	Oktoberfest	12,000	12,000
	Ignite the Courage	10,000	10,000

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Village Board/Administration

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
543910	**History Museum**	**10,000**	**10,000**
	Exhibits	3,000	3,000
	Programs (Passport to Adventure, Guest Speakers)	4,000	4,000
	Promotional Items/Postage	1,000	1,000
	Archival/Photo Processing Supplies	2,000	2,000
546900	**Contingencies:**	**10,000**	**10,000**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
1200 - Professional Services									
521000	Actuarial Consultant	3,642	3,751	3,864	3,980	4,000	4,200	5%	
522900	Professional Planners	1,308	7,688	0	0	0	100,000	100%	Redo the zoning ordinance
523400	Legal Services	413,606	433,960	334,612	369,749	384,000	400,000	4%	
523401	Engineering Services	58,228	85,619	157,353	70,000	80,000	80,000	0%	
523600	Social Services	54,895	81,181	94,925	110,000	154,400	163,500	6%	
	Total Contractual Services	531,678	612,199	590,754	553,729	622,400	747,700	20%	
546900	Contingencies	6,500	25,588	30,256	37,000	20,000	20,000	0%	
	Total Other Charges	6,500	25,588	30,256	37,000	20,000	20,000	0%	
Total Professional Services Expenditures		**$538,178**	**$637,787**	**$621,010**	**$590,729**	**$642,400**	**$767,700**	**20%**	
1210- Liability Insurance									
544100	IRMA Premiums	615,377	679,193	720,889	668,000	800,000	800,000	0%	
544200	IRMA Deductible Payments	273,148	202,195	115,392	200,000	250,000	250,000	0%	
	Other Charges	888,525	881,388	836,281	868,000	1,050,000	1,050,000	**0%**	
Total Liability Insurance Expenditures		**$888,525**	**$881,388**	**$836,281**	**$868,000**	**$1,050,000**	**$1,050,000**	**0%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Professional Services

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
522900	**Professional Planners**			
	Hire a consultant to prepare a complete update of the Zoning Ordinance		**0**	**100,000**
523400	**Legal Services**		**384,000**	**400,000**
	Robert Krupp - Traffic Court (presently $950/semi-monthly court call. Budget assumes $25 fee increase - $975 X 24)	23,000		
	Robert Krupp - Housing Court (Budget $1500 X 12)	18,000		
	Ancel Glink- Village Attorney based on this year's estimate + 5%	263,000		
	Clark, Baird, Smith - Labor Attorney	61,000		
	Towing & Admin Hearing - Francis Bongiovanni	10,000		
	Other legal services	25,000		
		400,000		
523401	**Engineering Services**		**80,000**	**80,000**
	Misc Engineering	80,000		
523600	**Social Services**		**154,400**	**163,500**
	1 Full-time and 1 Part-time social worker	137,500		
	Psychologist K R Juzwin Psy.D			
	- annual consultation fees	19,000		
	- mental health screenings for police officers	7,000		
546900	**Contingencies**	20,000	**20,000**	**20,000**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
4430 - Bluff City TIF Municipal Acct Fund								
511000	Regular Salaries	0	0	0	0	0	0	0%
523401	Employee Retirement Contrib.	0	0	0	0	0	0	0%
	Total Personnel Services	0	0	0	0	0	0	0%
523100	Advertising	0	0	0	0	0	0	0%
523400	Legal Services	0	0	0	0	5,000	5,000	0%
524000	Bond Issuance Costs	0	0	0	0	0	0	0%
	Total Contractual Services	0	0	0	0	5,000	5,000	0%
541600	Professional Development	0	0	0	0	0	0	0%
542100	Economic Incentives	0	0	0	0	50,000	50,000	0%
546900	Contingencies	0	0	0	0	50,000	50,000	0%
	Total Other Charges	0	0	0	0	100,000	100,000	0%
590300	Transfer to Debt Service	0	0	0	0	0	0	0%
	Total Transfers Out	0	0	0	0	0	0	0%
Total Bluff City TIF Municipal Acct Exp		**$0**	**$0**	**$0**	**$0**	**$105,000**	**$105,000**	**0%**

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Bluff City TIF Municipal Fund

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
523400	**Legal Services** Legal services related to review of special use ordinances and payout requests	**5,000**	**5,000**
542100	**Economic Incentives**	**50,000**	**50,000**
546900	**Contingencies**	**50,000**	**50,000**

VILLAGE OF BARTLETT | PLANNING & DEVELOPMENT SERVICES

The Planning & Development Services (PDS) department provides guidance to residents, developers and business owners regarding all development and permitting activities occurring in the village. The department enforces the Zoning Ordinance, Subdivision Regulations and Building Code and is responsible for all code compliance, including enforcement of the property maintenance code, the health and sanitation code, plumbing and electrical codes. The PDS staff also handles all current and long range planning throughout the village, as well as inspections for vacant buildings, foreclosures, weed violations, signs, restaurant and temporary food establishments, and landscaping.

LAKE STREET LAND ACQUISITIONS

The Village purchased a 20-acre site on the south side of Lake Street and obtained a judicial deed for 555 W Lake Street, the former Marathon Gas Station

50% OF PERMITS ISSUED WITHIN 48 HOURS

LAKE STREET TIF MASTER PLANNING

The Village obtained proposals from several consulting firms to guide publics engagement, define the development vision and create a master plan for Lake Street Corridor TIF District. The consultant will be selected in Spring 2026.

LAKE STREET DEMOLITION

The vacant gas station at 555 W. Lake Street was demolished and the underground storage tanks were removed. The four buildings at 231-251 E. Lake Street were also demolished in accordance with the annexation agreement.

DOWNTOWN & TRANSIT-ORIENTED DEVELOPMENT

The Village received a CMAP NEXT grant to advance the Downtown Transit-Oriented Development Plan. PDS staff are coordinating with CMAP and reviewing best practices from other municipalities. Developers from the Urban Land Institute will evaluate the downtown area and provide recommendations to refine and implement the plan, with additional public engagement planned in future phases.

RESIDENTIAL CONCEPT PLANS

The Committee of the Whole reviewed multiple residential concept plans offering a range of housing types including single-family, duplexes, and townhomes.

78% OF EXPRESS PERMITS ISSUED WITHIN 48 HOURS

OAK AVENUE REALIGNMENT

Michael Baker International was selected and is currently working on Phase 1 Engineering

CONTRACTOR LICENSING

PDS became responsible for contactor licenses. 54% of licenses are approved within 1 hour of submittal.

BIKE NETWORK

Staff coordinated approvals and intergovernmental agreements with Metra and IDOT for the Naperville Road railroad crossing and the Route 59 bike/pedestrian underpass

CODE COMPLIANCE

91% of code violations were corrected prior to tickets being issued.

PLANNING & DEVELOPMENT SERVICES

Department Description

The Planning & Development Services (PDS) department provides guidance to residents, developers and business owners regarding all development and permitting activities occurring in the village. The department enforces the Zoning Ordinance, Subdivision Regulations and Building Code and is responsible for all code compliance, including enforcement of the property maintenance code, the health and sanitation code, plumbing and electrical codes. The PDS staff also handles all current and long-range planning throughout the village, as well as inspections for vacant buildings, foreclosures, tall grass violations, signs, restaurants, temporary uses, and landscaping.

Permits and licenses are issued by the PDS department for all new construction, remodeling improvements and accessory structures, including but not limited to, warehouse and industrial buildings, commercial/retail establishments, residential, solar panels, amplifiers, chicken coops, bee hives, home occupations, signs and native planting lots. The department assigns new addresses, records documents and reviews building plans for compliance with adopted ordinances and engages in long range bike path planning. Staff continues to work with developers on projects within the downtown and throughout the village; especially within the Brewster Creek Business Park (BCBP), the Bluff City/Blue Heron Business Park and the Lake Street Corridor TIF District. Staff support is provided to the Village Board, Planning & Zoning Commission, and the Bike and Run Plan Advisory Committee.

2026/27 Budget Highlights

The overall proposed departmental budget increases by an estimated 3%. The Building Division only outsourced plan reviews for fire sprinkler/alarms, elevators and health reviews-all other building plan reviews were completed in-house by the permit coordinator, plan reviewer, inspectors and building division manager. Due to staff's ability to conduct thorough plan reviews in-house, the line item for Plan Review Services is being reduced again this year. This line item was $113,863 in 2021 and, after being reduced over the past 5 years, is now down to $5,000.

The Department has requested to increase the Professional Services budget for this upcoming year in order to hire a consultant to prepare a complete update of the Zoning Ordinance. If approved, a Request For Proposals will be drafted and advertised on the Illinois APA and National APA websites. A majority of the Zoning Ordinance was written in 1978. A revised Zoning Ordinance would update the parking requirements, establish lighting standards for all zoning districts, simplify the signage and landscape requirements in non-residential districts and modernize the use lists for commercial and industrial districts.

This will be the first full year that Code Enforcement will utilize the DACRA program in place of the local adjudication database. Code officers upload case photos and correspondence into the system, the hearing officer enters their findings and the system automatically generates all the required notices/forms and exports outstanding fines collections to the Comptroller's IDROP portal.

PLANNING & DEVELOPMENT SERVICES

Strategic Plan Goal – Financial Sustainability

1. **Calibrate General Corporate Property Tax Levy to Capture New Growth** - *Capturing new growth in a community's property tax levy is a strategic financial decision that helps ensure the village can sustainably fund services as the community expands.*

STATUS:

PD Staff submits building permit data to the county assessor's offices on a monthly basis, tracks the number of new construction permits and issues certificates of occupancy for new non-residential and residential buildings.

NEXT STEPS:

Based on the PDS data, the Finance Department will present the projected growth to the board annually in October in order for the property tax levy to be updated accordingly.

Strategic Plan Goal – Future Focused Development

1. **Developer in place for 20-acre Village-owned parcel** - *By guiding development, the community can ensure that new projects enhance the character and livability of Bartlett.*

STATUS:

In November and December, Staff interviewed planning consultants to facilitate public engagement and define the Village's vision for development of the 20-acre Village-owned parcel and the adjacent IDOT-owned property located within the Lake Street Corridor TIF District.

NEXT STEPS:

Selection of the consultant will be completed by the Village Board in early 2026 with the intent of adopting a master plan at the beginning of the 2026/27 fiscal year. After adoption of the master plan, the consultant will draft a Request for Proposals (RFP) of the 20-acre site later in the year.

2. **Community's Vision for Downtown Understood** – *Having a well-defined vision ensures that development reflects the community's goals, character, and identity. It helps balance economic growth with quality of life.*

STATUS:

CMAP awarded the Village a NEXT grant to further the goals of the TOD Plan. The kick-off meeting was held in November and staff is reviewing the developer panel reports that have been completed for other municipalities. The intergovernmental agreement with CMAP was approved in January 2026.

NEXT STEPS:

Once the intergovernmental agreement is executed, developers from the Urban Land Institute (ULI) will visit the downtown area, take a tour, review the plan and then proceed with making suggestions to update and implement the plan in late 2026.

In 2027, Staff will create a digital engagement campaign with pictures of different types of suburban downtown developments and focused multiple-choice questions to determine the public's vision for the future of downtown Bartlett.

3. **Increased Residential Housing Options** – *Offering a range of housing types and price points ensures that everyone – from first time buyers to retirees – can find a place to live in Bartlett.*

STATUS:
The Grasslands development currently offers traditional single-family homes, ranch homes, duplex ranches and townhomes. This past year the Village Board Committee reviewed concept plans by Pulte Homes and MI Homes for traditional single-family homes and a townhome development by Bridge Street Properties. The Oaks at Bartlett (formerly Clare Oaks) is revising a concept plan for to expand the senior-living community with additional duplex units.

NEXT STEPS:
Pulte has submitted a full development application for their proposed development at the southwest corner of Route 59 and Lake Street, it will go through the zoning approval process in early 2026.

Staff is anticipating that the Master Plan for the Lake Street Corridor TIF District will include some multi-family developments which would be included in the future request for proposals.

Strategic Plan Goal – Quality of Life

1. **Expanded Civic Engagement Opportunities** - *Inviting residents to participate meaningfully strengthens local decision making to ensure that it reflects the community, improves transparency and accountability and results in better informed policies and programs.*

STATUS:
In June, the Village encouraged residents to submit applications to fill vacancies on the Economic Development Commission as well as the Planning & Zoning Commission on Facebook and in the Trending Now newsletter.

NEXT STEPS:
The consultant selected for the Lake Street Corridor TIF will coordinate public engagement efforts in 2026 to develop a master plan for the 19-acre Village-owned property and the adjacent IDOT property.

In 2027, Staff will create a digital engagement campaign with pictures of different types of suburban downtown developments and focused multiple-choice questions to determine the public's vision for the future of downtown Bartlett.

PLANNING & DEVELOPMENT SERVICES

Strategic Plan Goal – Future Ready Workforce

1. **Staff Capacity to Meet Service Demands** - *Without adequate staffing, services like public safety, permitting, inspections and public works can slow down, residents may experience delays in services. Staffing capacity allows the village to scale and adapt to better meet needs effectively.*

STATUS:
The PDS Director, Building & Code Enforcement Manager, and Permit Coordinator conducted a review of permit assignment practices to ensure timely processing and alignment with staff expertise.

NEXT STEPS:
The department will continue to use the OpenGov reporting functionality to track approval times, assigned tasks and inspection results to ensure that employees are being utilized effectively.

2. **Organization Resilience** –*Supporting a healthy, sustainable work environment, building staff expertise and cross-departmental collaboration and maintaining continuity of operations directly impacts the quality, reliability and responsiveness of village operations.*

STATUS:
This summer, all three members of Permitting & Licensing Division as well as the department's administrative assistant were trained to review and approve contractor licensing applications. Planning & Community Development Services continues to schedule technical staff meetings with the Fire District, Public Works, Police and Building Services to discuss development proposals and concept plans prior to drafting review letters.

NEXT STEPS:
The Building & Code Enforcement Manager will be starting the 3-year Illinois Public Service Institute program, the PDS Director is in the 2nd year of the program. IPSI focuses on leadership development, service excellence and supervisory skills.

Strategic Plan Goal – Critical Infrastructure Preserved

1. **Oak Avenue Realignment** – *This project is part of the Lake Street TIF and a component of a broader effort to improve safety, traffic flow, land use, and quality of life.*

STATUS:
The Village prepared a Request for Qualifications (RFQ) for the engineering services related to the Oak Avenue realignment and nine (9) responses were received. After interviewing three (3) firms, the Village entered into a professional service agreement with Michael Baker International. The consultant is currently working on Phase 1 engineering for the realignment.

NEXT STEPS:
The next targets are to complete Phase 1 engineering in early 2027 and Phase 2 in early 2028.

2. **Naperville Road & Route 59 Bike Connections** –*This project creates a safe, continuous route to connect neighborhoods, reduces the barrier caused by Route 59 and promotes mobility and quality of life.*

STATUS:
The 2021 Grasslands Development Agreement and zoning approvals included the design and construction of these two (2) critical connections in the Village's bike and pedestrian network. The Village entered into an intergovernmental agreement with Metra in 2023 for the railroad crossing, Metra has finalized the design and is anticipating on beginning construction in spring/summer of 2026. We did receive a grant from Rep. Hirschauer for $500,000 for the installation of the pedestrian gates at this crossing.

This Fall, IDOT's Bureau of Bridges & Structures approved the plans for the Route 59 underpass. D. R. Horton has begun designing the bike path engineering for the Park District property located on the east side of Route 59.

NEXT STEPS:
The Village is seeking final approvals and permits from IDOT for the underpass and Metra for the railroad crossing and for D.R. Horton to finalize the engineering and construct their portions of the bike path network. Staff will be applying for additional grants for the underpass, such as Invest in Cook and the Illinois Transportation Enhancement Program (ITEP) to help ease the burden on the Village's general fund.

2025-2026 Highlights

The long vacant buildings at 231-251 E. Lake Street and the former Marathon Station at 555 W. Lake Street were demolished this year, creating prime sites for redevelopment within the Lake Street Corridor TIF District. The Village purchased a 19-acre property on the south side of Lake Street on the western portion of the Lake Street TIF and will be working with a consultant to create a Master Plan for the west half of the TIF District.

In June, the PDS Department took responsibility for contractor licensing from the Main Office. The renewal process was streamlined and 54% of licenses are reviewed and approved within an hour of submittal. Staff proactively uploads certificates of insurance (COI) that are sent to the Village by insurance companies and updates the insurance policy dates, this eliminates delays that occur when policies expire before the contractor license expiration date.

After receiving positive feedback from the Committee of the Whole, full development applications were submitted by Pulte Homes for a single-family subdivision at the southwest corner of Route 59 and Lake Street and by M/I Homes for a single-family home subdivision on the east side of Naperville Road.

The Committee of the Whole also reviewed a concept plan for a townhome development on S. Bartlett Road and recommended the application proceed with a full development application. Staff anticipates bringing another two (2) concept plans to the Committee of the Whole by the end of the fiscal year for the

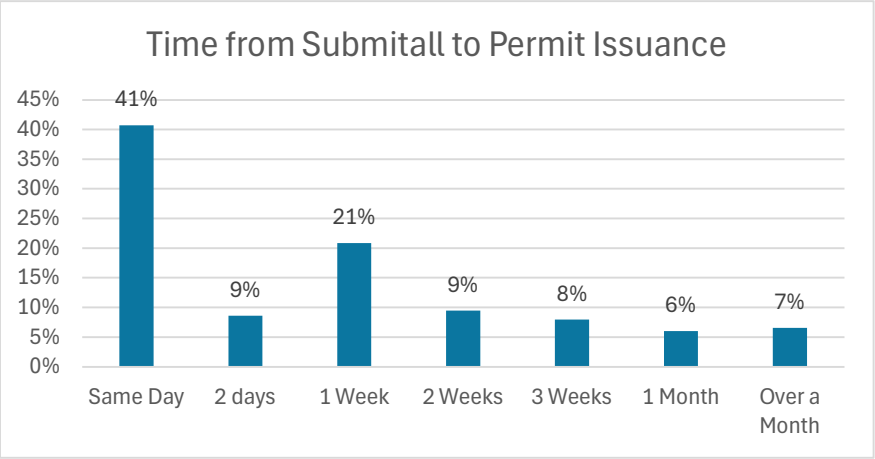
PLANNING & DEVELOPMENT SERVICES

Grasslands commercial outlot and to expand the duplexes at the Oaks at Bartlett (formerly known as Clare Oaks).

The only non-residential new construction permit issued this year was for 1360 Schiferl Road in Brewster Creek Business Park, but there are multiple projects expecting to break ground in the 2026 construction season. After receiving Village Board approval this year, the spring construction season should include building permits issued for The Learning Experience (Devon & Prospect), Kiddie Academy (Fairfax & Army Trail), Pava 2 (at Miles & W. Bartlett Road). The site development permit was issued for the Promenade (County Farm & Stearns) this winter with the construction of the car wash, retail building and day care to follow.

This was the third strong year in a row for new residential construction within the Village. Thirty-seven (37) permits were issued for the Townhomes at the Grasslands. In the Grasslands Subdivision, permits were issued for twenty (20) traditional single-family homes, eighteen (18) duplex units and the final sixteen (16) ranch homes.

Fifty percent of all building permit applications are issued within 48 hours of submittal, this rate jumps to 78% for express permits.

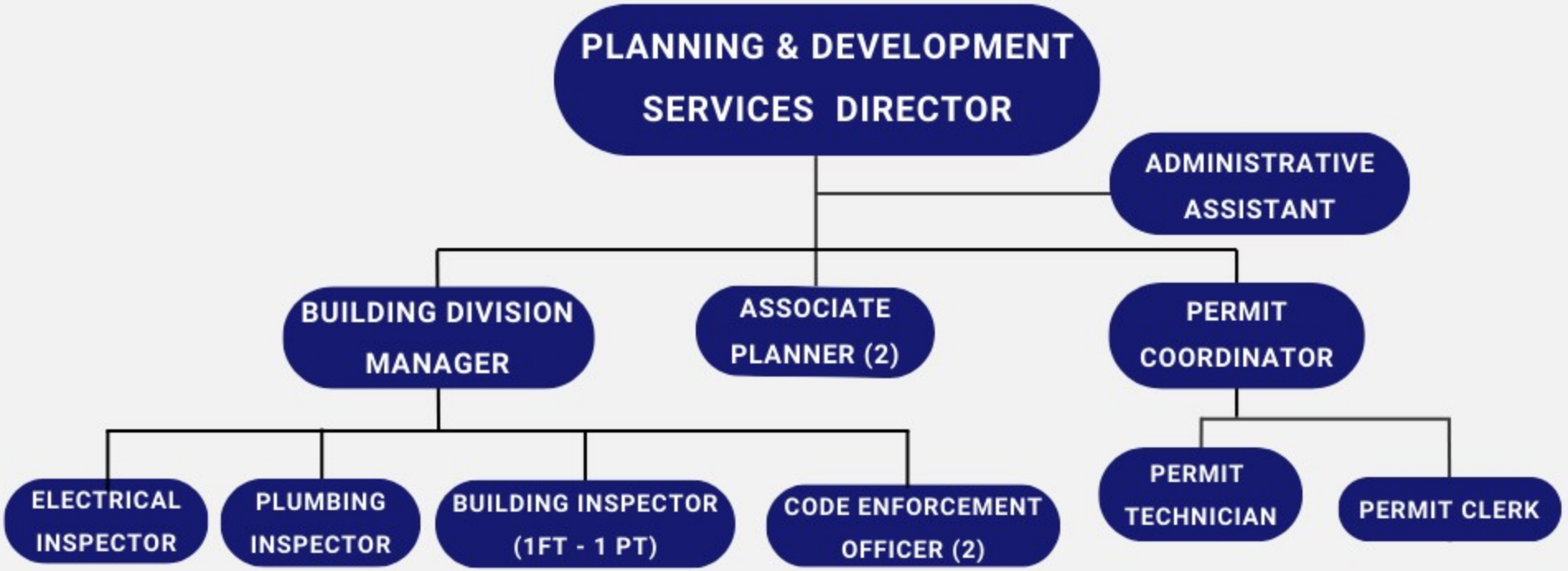


Code enforcement handled 1004 code complaints this year and performed a record-breaking 3019 inspections. Code enforcement obtained a 91% compliance rate and 84 local adjudication tickets were issued to those that failed to correct the violation after the Village's standard notice procedures.

This year, Code Enforcement removed 392 signs that were located within the Village right of way, an increase of 209 from last year.

VILLAGE OF BARTLETT

PLANNING & DEVELOPMENT SERVICES ORGANIZATIONAL CHART



PLANNING & DEVELOPMENT SERVICES

Planning & Development Services Director

The Planning & Development Services Director provides leadership and strategic oversight for all departmental functions, including long-range planning, development review, permitting, building inspection, and code enforcement. Responsibilities include directing policy development, coordinating interdepartmental and interagency activities, administering zoning and development regulations, managing departmental budgets, and ensuring efficient customer service. The Director supervises the Associate Planners, Permit Coordinator, Administrative Assistant, and Building Division Manager, and serves as the primary advisor to Village leadership on planning and development issues.

Administrative Assistant

The Administrative Assistant provides administrative and customer service support to the PDS Department, including scheduling, document preparation, records management, permit intake assistance, and coordination of communications with residents, contractors, and developers. This position ensures smooth daily operations within the department and supports all three divisions. The Administrative Assistant reports directly to the PDS Director.

Planning & Community Development Division

Division Overview

The Planning & Community Development Division oversees land-use planning, zoning administration, development review, and policy implementation to support the Village's long-term vision. The division evaluates development proposals, prepares plans and studies, supports boards and commissions, and provides guidance to residents, developers, and internal departments on zoning and land-use matters.

Associate Planner (Two Full-Time Positions)

Associate Planners perform professional planning work in support of zoning, land-use, and development activities. Responsibilities include reviewing development applications, preparing staff reports, analyzing zoning compliance, conducting research, participating in long-range planning initiatives, and presenting information to boards and commissions. Associate Planners assist residents, businesses, and developers in understanding planning and zoning requirements and contribute to the preparation of comprehensive plans, ordinance updates, and policy studies. Both Associate Planners report directly to the PDS Director.

Permitting & Licensing Division

Division Overview

The Permitting & Licensing Division is responsible for processing permit applications and issuing contractor licenses for the Village. This division provides information and guidance to the public about the permitting and licensing process as well as maintenance records of issued and expired licenses and permits.

Permit Coordinator

The Permit Coordinator oversees the processing, issuance, and tracking of building, zoning, and related permits. Responsibilities include managing permit intake procedures, coordinating workflow with inspectors, ensuring accurate recordkeeping, and providing guidance to applicants regarding permit requirements and processes. The Permit Coordinator supervises the Permit Technician and Permit Clerk and reports directly to the PDS Director.

Permit Technician

The Permit Technician assists with permit processing, customer inquiries, documentation review, and issuance of routine permits. Responsibilities include verifying application completeness, entering data into permitting systems, supporting contractors and residents, and coordinating inspections. The Permit Technician ensures that permit procedures are followed accurately and efficiently and works under the direction of the Permit Coordinator.

Permit Clerk

The Permit Clerk provides administrative support for the permitting process, including processing applications, maintaining permit files, entering data, assisting at the front counter, and supporting communication with applicants. This position helps ensure timely and accurate permit processing and operates under the supervision of the Permit Coordinator.

Building & Code Enforcement Division

Division Overview

The Building & Code Enforcement Division is responsible for enforcing building, property maintenance, and safety codes to protect public health, safety, and welfare. The division reviews construction plans, conducts inspections, responds to code compliance issues, and ensures that all construction and property maintenance activities meet Village, state, and national standards. The division includes building, plumbing, electrical, and property maintenance code enforcement, as well as health inspection services.

Building & Code Enforcement Division Manager/Building Official

The Building Division Manager serves as the Building Official for the Village and oversees all Inspection Services operations. Responsibilities include administering building codes, reviewing development plans, coordinating inspections, ensuring compliance with safety regulations, and advising staff, contractors, and the public on code requirements. The Building Division Manager supervises the Plan Reviewer, Building Inspector, Plumbing Inspector, Electrical Inspector, part-time Building Inspector, two full-time Code Enforcement Officers, and the contracted part-time Health Inspector. This position reports directly to the PDS Director.

Building Services

Plan Reviewer

The Plan Reviewer evaluates construction and development plans for compliance with building, zoning, and safety codes. Responsibilities include reviewing architectural, structural, mechanical, electrical, and plumbing plans; preparing review comments; coordinating revisions with applicants; and supporting the permit approval process. The Plan Reviewer works closely with the Building Division Manager and inspectors to ensure that proposed projects meet all applicable building code requirements.

Building Inspector

The Building Inspector performs field inspections of residential, commercial, and industrial construction projects to verify compliance with building codes, approved plans, and safety standards. Responsibilities include inspecting structural, mechanical, and general construction elements; documenting findings; issuing correction notices; and supporting applicants throughout the inspection process. The Building Inspector reports to the Building Division Manager.

Plumbing Inspector

The Plumbing Inspector conducts inspections of plumbing installations and systems to ensure compliance with plumbing codes and public health standards. Responsibilities include verifying proper installation, identifying code violations, providing technical guidance to contractors, and supporting plan review activities as needed. The Plumbing Inspector reports to the Building Division Manager.

Electrical Inspector

The Electrical Inspector is responsible for inspecting electrical installations and systems to ensure compliance with electrical safety codes and best practices. Responsibilities include reviewing electrical components for proper installation, documenting violations, advising contractors, and ensuring the safety and reliability of electrical systems. The Electrical Inspector reports to the Building Division Manager.

Building Inspector – Part-Time

The part-time Building Inspector provides supplemental inspection services to support peak workload demands and ensure timely inspections. Responsibilities include conducting field inspections, documenting compliance issues, and assisting with customer service related to inspection findings. This position reports to the Building Division Manager.

Code Enforcement Services

Code Enforcement Officer (Two Full-Time Positions)

Code Enforcement Officers enforce municipal property maintenance, nuisance, zoning, and housing codes to maintain the safety, health, and appearance of the Village. Responsibilities include conducting property inspections, responding to complaints, educating property owners, issuing violation notices, and preparing documentation for hearings or

legal proceedings. Both positions report directly to the Building Division Manager.

Health Inspector (Contracted, Part-Time)

The contracted part-time Health Inspector provides environmental health and sanitation inspections for food establishments, public facilities, and other regulated environments. Responsibilities include ensuring compliance with health and safety standards, documenting violations, conducting follow-up inspections, and supporting enforcement actions. This position supplements the Inspection Services Division under the supervision of the Building Division Manager.

PLANNING & DEVELOPMENT SERVICES SUMMARY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 1,546,224	$1,576,926	$ 1,536,198	$ 1,674,161	$ 1,752,949	$ 1,926,665	$ 2,026,022
	Contractual Services	125,119	54,673	76,647	63,040	55,211	62,600	70,000
	Commodities	7,353	11,147	10,994	12,389	11,967	12,200	14,200
	Other Charges	3,844	20,497	15,972	10,836	9,545	24,100	27,235
	Capital Outlay	58,619	0	0	0	0	0	0
	Subtotal Net of Transfers	1,741,159	1,663,243	1,639,811	1,760,426	1,829,672	2,025,565	2,137,457
	Central Service Allocation	132,510	132,510	132,510	132,510	137,687	141,926	164,666
	Vehicle Replacement Allocation	31,374	31,374	31,374	31,374	31,374	31,374	31,374
	Total Planning & Development	**$ 1,905,043**	**$ 1,827,127**	**$ 1,803,695**	**$ 1,924,310**	**$ 1,998,733**	**$ 2,198,865**	**$ 2,333,497**
Authorized Staffing	Planning & Development Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Village Planner	1.00	1.00	1.00	1.00	0.00	0.00	0.00
	Associate Planner	1.00	1.00	1.00	1.00	2.00	2.00	2.00
	Building & Code Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Electrical Inspector	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Plumbing Inspector	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Building Inspector	1.50	1.50	1.50	1.50	1.50	1.50	1.50
	Plan Reviewer	0.00	0.00	1.00	1.00	1.00	1.00	1.00
	Permit Technician	1.00	1.00	1.00	0.00	0.00	1.00	1.00
	Permit Coordinator	0.00	0.00	0.00	1.00	1.00	1.00	1.00
	Permit Clerk	0.00	0.00	0.00	2.00	2.00	1.00	1.00
	Health/Code Officer	1.00	1.00	1.00	1.00	0.00	0.00	0.00
	Code Enforcement Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Administrative Assistant	0.00	0.00	0.00	1.00	1.00	1.00	1.00
	Secretary	3.00	3.00	3.00	0.00	0.00	0.00	0.00
	Data Entry	0.50	0.50	0.50	0.00	0.00	0.00	0.00
	Intern (Summer)	0.30	0.30	0.30	0.30	0.30	0.30	0.30
	Total Full Time Equivalents	**15.30**	**15.30**	**16.30**	**15.80**	**14.80**	**14.80**	**14.80**

PLANNING & DEVELOPMENT SERVICES SUMMARY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Activity Measures	Average Training Hours/Staff	-	-	-	-	-	25	29
	Plan Commission reviews	8	11	9	3	-	-	-
	ZBA reviews	14	11	5	3	-	-	-
	P & Z Commision reviews	-	-	-	11	14	12	15
	Code complaints	477	542	353	622	898	1,004	1,000
	Code compliance	463	503	321	600	888	953	950
	Food Service Inspections	104	104	94	145	146	135	150
	Weed Complaints	146	122	131	138	159	194	190
	Go Request responses	210	132	148	165	142	152	150
	FOIA's processed	286	272	363	300	253	298	300
	Sign, Amp, HO Permits	108	126	117	139	165	116	130
	Adjudication Hearings	54	109	121	125	153	179	185
	New residential permits	15	13	15	51	109	91	100
	New com/industrial permits	6	4	4	13	8	1	5
	Miscellaneous permits	2,858	2,943	2,832	3,020	2,954	2,286	2,300
	Building Inspections	7,289	7,845	7,712	8,175	7,944	8,935	9,000

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Planning & Development Services

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
None				
TOTALS	**-**	**-**	**-**	**-**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Planning & Development Services

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
	None				
	TOTAL	**$0**			

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Planning & Development Services

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
American Planning Association National Conference - Houston, TX PDS Director (maintain certification)	1,000	1,600	500		3,000
Illinois State APA Conference, Local APA Chapter Meetings, Chaddick Institute, Audio Web Seminars (2 Planners - maintain certification)	1,500	500	300		2,300
Illinois Public Institute Conference - Effingham, Il PDS Director (October Year 2 of 3) Building Division Manager (April Year 1 of 3)	1,700	1,600	300		3,600
Illinois Association of Code Enforcement - Training Seminars (2 Code Officers)	1,750				1,750
Suburban Building Official's Conferences Monthly meetings and educational programs that provide CEU'S (2 Code Officers)	500				500
Suburban Building Official's Annual Meeting & March School (CEU'S) (Division Manager and clerical)	800				800
Association of Building Coordinators of Illinois (Permit Coordinator and Permit Clerks)	200				200

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Planning & Development Services

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Illinois Plumbing Inspectors monthly meeting and program (CEU'S) (Plumbing Inspector)	450				450
Continuing Certification Classes/Renewals of Certificates/Accreditations (Code Officials & Permit Technician)	500				500
Northwest BOCA November School Days (CEU'S) (Building and Code officers)	500				500
TOTALS	**$8,900**	**$3,700**	**$1,100**		**$13,600**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Planning & Development Services

Organization Name	New or Existing	Employee(s) Name	Cost
American Institute of Certified Planners (AICP)	Existing	Kristy Stone	220
American Planning Association (APA), Illinois Planning Association (ILPA)	Existing	Kristy Stone, Andrew Barna, Brian Krause	1,400
Northwest Building Officials and Code Administrators (NWBOCA)	Existing	Hugo Viramontes, Mike Millington, Paula Padilla-Bozyk, Brian Kelly. Bill Dettmer, Sheryl Peterson, Anisa Muratovic	125
American Association of Code Enforcement (AACE)	Existing	Kory Smith	150
Illinois Association of Code Enforcement (IACE)	Existing	Kory Smith	110
International Code Council Inc. (ICC)	Existing	Hugo Viramontes, Paula Padilla-Bozyk, Kory Smith, Bill Dettmer, Brian Kelly, Sheryl Peterson, Mike Millington, Anisa Muratovic	900

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Planning & Development Services

Organization Name	New or Existing	Employee(s) Name	Cost
Legacy Project (Advancing Women in Local Government)	Existing	Kristy Stone	50
Suburban Building Officials Conference	Existing	Hugo Viramontes, Mike Millington, Bill Dettmer, DeWayne Burris, Paula Padilla-Bozyk, Brian Kelly	100
Illinois Plumbing License Renewal	Existing	DeWayne Burris	150
Illinois Plumbing Inspectors Association	Existing	DeWayne Burris	370
Association of Building Coordinators of Illinois	Existing	Sheryl Peterson, Anisa Muratovic	60
		Total	**$3,635**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	
1500 - Planning & Development Services									
511000	Regular Salaries	1,051,254	1,164,125	1,269,806	1,365,128	1,372,276	1,435,814	5%	
511100	Overtime Salaries	1,455	980	811	2,000	3,000	3,000	0%	
511200	Temporary Salaries	0	6,160	0	7,760	6,720	7,800	16%	Summer Intern
514000	Employee Retirement Contributions	196,646	212,002	220,604	251,777	251,777	277,568	10%	
515000	Employee Group Insurance	286,843	290,894	261,728	300,000	322,378	301,840	-6%	
	Total Personnel Services	1,536,198	1,674,161	1,752,949	1,926,665	1,956,151	2,026,022	4%	
522400	Service Agreements	29,899	29,634	30,853	35,000	36,000	36,000	0%	
522501	Document Imaging Services	3,999	4,000	4,000	4,000	4,000	4,000	0%	
523010	Elevator Inspections	182	0	400	400	500	500	0%	
523100	Advertising	0	0	0	0	0	0	0%	
523110	Legal Notices	3,291	1,860	1,995	2,200	2,500	2,500	0%	
526000	Vehicle Maintenance	5,774	14,142	2,688	4,000	7,000	6,000	-14%	Newer vehicles need less maintenance
526005	Plan Review Services	29,897	1,679	650	2,000	20,000	5,000	-75%	Staff can perform most reviews in-house
526006	Plan Dev Inspectional Services	3,605	11,725	14,625	15,000	16,000	16,000	0%	3rd party health inspections
	Total Contractual Services	76,647	63,040	55,211	62,600	86,000	70,000	-19%	
530100	Materials & Supplies	1,821	2,782	2,019	2,100	3,000	2,500	-17%	
530115	Subscriptions/Publications	462	500	291	500	500	500	0%	
532000	Automotive Supplies	6,514	5,676	7,168	7,200	8,000	8,000	0%	
532200	Office Supplies	1,260	2,881	1,365	1,800	2,500	2,000	-20%	
532300	Postage	937	550	1,124	600	1,200	1,200	0%	
	Total Commodities	10,994	12,389	11,967	12,200	15,200	14,200	-7%	
541600	Professional Development	5,869	5,559	7,461	13,000	13,500	13,600	1%	
543101	Dues	1,778	2,582	1,481	3,100	3,300	3,635	10%	
546900	Contingencies	8,325	2,695	603	8,000	16,000	10,000	-38%	
	Total Other Charges	15,972	10,836	9,545	24,100	32,800	27,235	-17%	
570100	Machinery & Equipment	0	0	0	0	0	0	0%	
	Total Capital Outlay	0	0	0	0	0	0	0%	
590600	Transfer to Central Services	132,510	132,510	137,687	141,926	141,926	164,666	16%	
590610	Transfer to Vehicle Replacement	31,374	31,374	31,374	31,374	31,374	31,374	0%	
	Total Transfers Out	163,884	163,884	169,061	173,300	173,300	196,040	13%	
Total Planning & Development Expenditures		**$1,803,695**	**$1,924,310**	**$1,998,733**	**$2,198,865**	**$2,263,451**	**$2,333,497**	**3%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Planning & Development Services

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
522400	**Service Agreements** (OpenGov $31,763, 5 BlueBeam licenses, copier maintenance agreement)	**36,000**	**36,000**
526006	**Plan Development Inspectional Services** 3rd party health inspections and back-up speciality inspectors due to illness or vacations)	**16,000**	**16,000**
546900	**Contingencies** Emergency board up/clean up of vacant buildings/recordings/village weed enforcement	**16,000**	**10,000**

VILLAGE OF BARTLETT | FINANCE DEPARTMENT

The Finance Department includes Accounting, Utility Billing, Information Technology (IT), Geographic Information Systems (GIS), and the Main Office cashiers. The department is responsible for all financial records and transactions for the village including general ledgers, payroll, accounts payable, investments, and fixed assets. The department also prepares the annual budget, Annual Comprehensive Financial Report (ACFR), and the annual update of the 5-year Capital Improvements Plan.

FINANCIAL REPORTING

The Finance Department continues to ensure accurate financial reporting and strong internal controls across all village operations. Core functions include payroll processing, vendor payments, utility billing, cash receipting, and pension fund administration. Process improvements and cross-training initiatives are supporting continuity of operations and efficient service delivery.

TIF & INTERFUND TRANSFERS

Finance budgets a $600,000 transfer to the Route 59 and Lake Street TIF, representing 50 percent of sales tax revenue from the Bartlett Auto Mall, to repay a 2006 land acquisition loan.

339
BUSINESS LICENSES ISSUED

GRANT TRACKING & COMPLIANCE

Finance plays a central role in the management of grant funds by tracking receipts and expenditures, collecting reimbursements, and completing required year-end reporting. In FY 2025, the village underwent a single audit due to federal grant expenditures exceeding $750,000, largely driven by IEPA loan disbursements for the wastewater treatment plant. Finance ensures compliance with all federal and state grant reporting requirements, including the Illinois Grant Accountability and Transparency Act.

CUSTOMER ACCESS

The Utility Billing Division is responsible for billing and collecting water and sewer fees and continues to support major initiatives, including the water meter replacement program. Staff also supports the implementation of the Neptune My360 consumer portal, which allows residents to monitor water usage, track account activity, and manage consumption in real time.

FINANCIAL SUSTAINABILITY

The Finance Department supports long-term financial sustainability through careful analysis of revenues, expenditures, and service costs. In FY 2026/27, the department continues to calibrate the property tax levy to capture new growth and reduce reliance on General Fund subsidies for the police pension. Ongoing coordination with Planning and Development supports future growth projections and levy planning.

HEALTH INSURANCE SAVINGS

The Village transitioned to the Intergovernmental Personnel Benefit Cooperative (IPBC) in 2025, significantly reducing health insurance costs while maintaining strong coverage for employees. The change helped offset rising retirement contributions. Participation in the cooperative provides long-term cost stability through shared purchasing power and risk pooling with other public agencies.

REVENUE & FUNDING

Recent revenue actions approved by the Village Board strengthen the village's ability to fund infrastructure and maintain fund balance targets. These include a home rule sales tax increase effective July 1, 2025, and the implementation of a municipal motor fuel tax. Together, these revenues support roadway maintenance, stormwater projects, and long-term capital needs.

FUTURE-READY WORKFORCE

The Finance Department has prioritized organizational resilience through internal promotions and cross-training. Following the Finance Director's retirement, leadership transitions were filled internally to maintain continuity. Utility Billing and Customer Service staff are cross-trained to ensure uninterrupted service. Finance will continue recruiting for the vacant Accountant position and investing in staff development.

ANNUAL BUDGET AWARD

The Finance department received the GFOA Certificate of Achievement Award in Financial Reporting for the 40th year and the GFOA's Budget Presentation Award for the 30th year.

FINANCE

Department Description

The Finance Department includes Accounting, Payroll, Accounts Payable/Receivable, Utility Billing, and the Main Office cashiers. The department is responsible for all financial records and transactions for the village including general ledgers, payroll, accounts payable, investments, and fixed assets. The department also prepares the annual budget, Annual Comprehensive Financial Report (ACFR), and the annual update of the 5-year Capital Improvements Plan.

The Finance Director is the Village Treasurer and also functions as Treasurer to the Police Pension Fund. This includes financial reporting and all financial transactions required in the pension fund.

The Utility Billing function is responsible for the billing and collection of fees for water and sewer service.

The Main Office provides a variety of services to the residents of Bartlett including: accepting payments for utility bills, parking and compliance citations, parking permits, contractor's licenses, business licenses and collectible items for the Bartlett History Museum just to name a few services.

2026/27 Budget Highlights

The Finance Department budget will increase by $37,257, or 2% from the FY 2025/26 budget. The personnel portion of the finance budget is staying relatively flat, increasing by only $1,691 from the prior year's budget which is mainly due to lower insurance costs, higher retirement costs, and Finance staff retirement/promotions. The village's health insurance costs have seen a sizable decrease with the switch to the Intergovernmental Personnel Benefit Cooperative (IPBC) in calendar year 2025. However, the village's retirement contributions will be going up in FY 2026/27 due to the IMRF employer rate increasing from 10.62% to 11.60%. And the Finance Director retiring in fiscal year 2024/25 brought about staff promotions that reduced the salaries for the Director, Assistant Director, and Staff Accountant positions.

Finance is continuing to budget a fund transfer to the Rt. 59 & Lake Street TIF for $600,000. This transfer amount represents an estimate as to what we believe will be 50% of the sales tax revenue the village receives from the Bartlett Auto Mall. The other 50% of the sales tax revenue will be going back to the Bartlett Auto Mall as part of a sales tax rebate agreement. The transfer is to help the Rt. 59 & Lake St. TIF pay off its outstanding loan to the following Village of Bartlett funds – Developer Deposits, Municipal Building, and Sewer. The loan is from FY 2006 and was to purchase land in the TIF.

A new "Bank Charges" line item is being added to the Finance budget to account for bank fees from BMO and Passport. The village started to incur these fees several years ago and had been recording the expense in our Contingencies line item which was causing it to be well over budget.

FINANCE

Strategic Plan – Financial Sustainability

Calibrate General Corporate Property Tax Levy to Capture New Growth - *Capturing new growth in a community's property tax levy is a strategic financial decision that helps ensure the village can sustainably fund services as the community expands. If the levy doesn't increase to reflect new growth, the cost of services for the expanded population must be absorbed by existing taxpayers.*

STATUS:

The 2025 property tax levy was presented and discussed with the Village Board in October 2025. The proposed property tax levy is for $13,354,429, which is an increase of $283,193, or 2.17% from the prior year extension. This increase is to capture the new growth in Bartlett as well as to limit the amount of general funds that are subsidizing the police pension fund. The 2024 DuPage County EAV included $2,980,399 of new construction. $390,000 of the new construction is residential while $2,590,399 is industrial. The 2024 Cook County EAV included $5,517,975 of new construction. This new construction will limit the effect of the $283,193 increase by about $75,000.

NEXT STEPS:

The Finance Department will continue to work with the Planning & Development department to project future growth within the village. We will also continue to analyze the yearly county levy reports that provide the EAV breakdown of new construction within that county. This data will be presented to the board at the proposed 2026 property tax levy presentation in October 2026.

Percentage of Services Delivered Covered by Fees Collected – *Knowing the actual cost of services helps the village allocate resources effectively, set realistic budgets based on actual need, determine fees accordingly, and plan for long-term sustainability. This understanding of costs also helps decision makers prioritize services and make data-driven evaluations for programs or capital projects.*

STATUS:

A water/sewer rate study was performed by Stantec Consulting Services, Inc which was presented to the village board in November and approved by the board in December. The study determined that the village needs to replace 1% of its watermains on an annual basis while also continuing to rehabilitate sewer mains at a cost of $1.1 million per year. In order to fund this large investment in the village's critical infrastructure, the study determined that water rates will need to be increased by 8% and sewer rates by 5% starting May 1, 2026. In addition to the water and sewer rate increases, bonds will need to be issued to fund half of the watermain project costs for Fiscal Years 2028-2036. The study also recommended that Bartlett adjust our current water/sewer rate structure to put more of the burden on our heavier users who tax the distribution system more, such as our industrial users. This will be achieved by utilizing a base charge that is based off of the size of the customer's meter and by implementing a tiered structure for residential users.

FINANCE

NEXT STEPS:

The Finance Department will continue to analyze our Enterprise Funds so that a plan is in place to ensure that these funds are primarily self-supported by user fees. Next on the horizon will be for the village board and staff to determine whether a food & beverage study performed by an independent consultant would be a worthwhile investment for the Golf Fund.

Establish a Grant Strategy – *A grant strategy helps the village identify and prioritize the most relevant and high-impact grant opportunities, align funding sources with community goals, capital plans, and unmet needs while avoiding missed deadlines that can lead to lost funding. A proactive strategy allows the village to build stronger applications with better data, partnerships, and narratives.*

STATUS:

The Finance Department's role in the grant process is to collect any grant funds, track all grant receipts/expenditures for the fiscal year, and to adhere to any year-end grant reporting requirements. The Village of Bartlett was required to have a single audit performed by our auditor Lauterbach & Amen in FY 2025 due to federal grant expenditures exceeding the $750k threshold. The majority of the federal grant expenditures were due to the IEPA loan for the wastewater treatment plant disbursing $1,672,212 of federal funds in FY 25. The Finance Department also ensures that we comply with the Illinois Grant Accountability and Transparency Act by logging in to the GATA Grantee Portal to complete and submit all year-end requirements.

NEXT STEPS:

The Finance Department will continue to work with the other departments as well as our auditors to ensure that all grant funds have been collected, tracked, and reported on an annual basis.

Strategic Plan – Future Ready Workforce

Organizational Resilience – *Organizational resilience is the ability of a community, government, or organization to withstand, adapt to, and recover from disruptions-whether they're sudden crises or long-term challenges. For a municipal organization, resilience is especially important. Supporting a healthy, sustainable work environment, building staff expertise and cross-departmental collaboration and maintaining continuity of operations directly impacts the quality, reliability and responsiveness of village operations.*

STATUS:

The Finance Department has had some turnover this past year headlined by the Finance Director retiring December 23rd, 2024. The Assistant Finance Director was promoted to Director May 6th, 2025 and the Accountant was promoted to Interim Assistant Director on December 1st, 2025. These appointments reflect the village's philosophy of fostering internal growth and building a strong leadership bench. A focus of the Finance Department this year has been to make sure our Customer Service & Utility Billing Division employees are all cross-trained. Our Utility Billing Customer Service Representative successfully trained one of our Utility Billing Clerks on

how to generate bills. And our part-time Utility Billing Clerk is currently training a Municipal Services Representative to be their backup.

NEXT STEPS:

The Finance Department will look to fill the Accountant position which is now vacant due to the promotion of our new Interim Assistant Finance Director. The Finance Department will continue to emphasize the importance of cross-training. The Interim Assistant Finance Director will be spending a lot of time training the new Accountant as well as cross-training with our Chief Accountant.

2025/26 Highlights

The big highlight for the Finance Department in FY 2025/26 was that a Home Rule Sales Tax increase of .75% was approved by the village board on March 4th, 2025 and went into effect on July 1st, 2025. This increase is projected to bring in an additional $2.625 million of revenue to the General Fund which will help fund critical infrastructure projects such as yearly roadway improvements and stormwater projects while also maintaining the minimum balance required by the village's fund balance policy. The home rule sales tax increase was also implemented to help offset Illinois eliminating the 1% grocery tax that goes into effect January 1st, 2026. On March 4th, 2025 the village board also approved implementing a Municipal Motor Fuel Tax at a rate of $.03/gallon. This tax also went into effect on July 1st, 2025 and is projected to bring in $275k of revenue to the Motor Fuel Tax (MFT) fund annually. These funds will help fund the annual MFT maintenance program that helps preserve the village's roads.

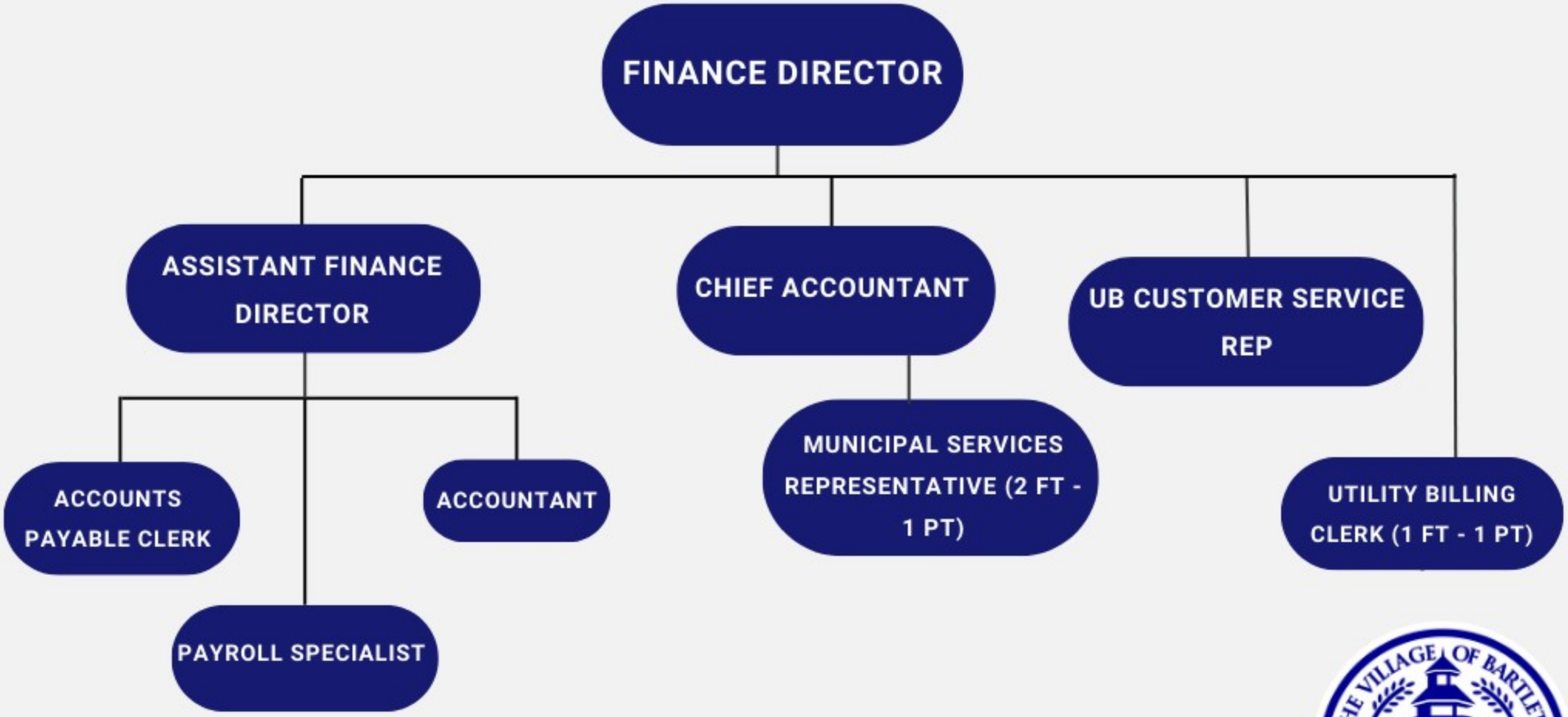
The 2025 property tax levy was approved by the Village Board at the December 2nd, 2025 board meeting. The total levy is for $13,354,429, which is a 2.17% increase from the 2024 property tax extension. The general corporate portion of the levy was $7,269,094, which is unchanged from the prior year. The police pension portion of the levy is $3,153,930, which is an increase of $440,359 from the 2024 extension. The village will be using $471,870 of General Fund funds to supplement the police pension levy in order to meet the required contribution of $3,625,800. And the debt service portion of the levy was $2,931,405, which is $75,186 less than the 2024 extension.

The water billing division has continued to have an extremely busy year with their heavy involvement in the water meter replacement project that will hopefully begin to wrap up in the first few months of Fiscal Year 2027. Water billing has also played a big part in the Neptune My360 consumer portal training/implementation that will get rolled out to the public in the very near future. Neptune My360 will be a huge asset to our residents by allowing them to monitor the water consumption in real-time, track their account activity, and better manage their water usage 24/7.

Police pension benefits administration will be outsourced to Lauterbach & Amen beginning January 1st, 2026. This change was made in response to the heightened complexity of Tier 2 pension provisions and the expanding scope of the Village's police pension fund. There are currently 53 members receiving a pension compared to 19 members ten years earlier. The outsourcing of pension benefits will allow the Finance Director and Payroll Specialist to focus more of their time in other areas of need.

VILLAGE OF BARTLETT

FINANCE DEPARTMENT ORGANIZATIONAL CHART



FINANCE

Department Leadership & Financial Administration

Finance Director (Village Treasurer & Budget Officer)

The Finance Director provides overall leadership and strategic direction for the Village's financial operations. As Treasurer and Budget Officer, the Director is responsible for managing the Village's investments, overseeing cash flow and debt management, preparing the annual budget document, ensuring compliance with fiscal policies, and monitoring the Village's financial performance.

Additional duties include coordinating the annual audit, preparing long-term financial forecasts, advising the Village Administrator, Mayor, and Board of Trustees on fiscal matters, and ensuring the integrity of all financial reporting.

The Finance Director directly supervises the Assistant Finance Director, Chief Accountant, Utility Billing Customer Service Representative, and Utility Billing Clerk.

Assistant Finance Director

The Assistant Finance Director supports the Finance Director in managing day-to-day financial operations and implementing long-term fiscal strategies. Responsibilities include overseeing accounts payable, payroll, financial reporting, and assisting with budget development and audit preparation.

The Assistant Finance Director provides direct supervision to the Accounts Payable Clerk, Accountant, and the Payroll Specialist, ensuring accuracy, efficiency, and compliance across these critical functions.

Chief Accountant

The Chief Accountant manages the Village's accounting activities and ensures the accuracy and completeness of the financial records. Responsibilities include preparing journal entries, conducting account reconciliations, overseeing monthly and year-end closing, preparing financial statements, and supporting the annual audit.

The Chief Accountant directly supervises the Municipal Services Representatives, who staff the Village Hall customer service counter and are responsible for various front-office operational functions. The Chief Accountant works closely with both the Finance Director and Assistant Finance Director to maintain strong internal controls and consistent financial practices.

Accounting & Financial Operations

Accountant

The accountant provides professional accounting support for Village operations, including maintaining the general ledger, preparing schedules and reconciliations, processing financial transactions, and assisting with financial analysis and reporting. The position contributes to audit preparation, supports grant reporting, and provides backup coverage for accounts payable, payroll, and utility billing functions when needed. The accountant works collaboratively under the direction of the Chief Accountant and the Assistant Finance Director.

Accounts Payable Clerk

The Accounts Payable Clerk manages the processing of invoices, vendor payments, and purchase orders. Responsibilities include ensuring accurate documentation, maintaining vendor records, verifying expenditures, issuing checks and electronic payments, and assisting with month-end closing processes.

This position reports directly to the Assistant Finance Director and plays a key role in maintaining timely and accurate payment cycles and supporting departmental internal controls.

Payroll Specialist

The Payroll Specialist administers all Village payroll functions, including processing bi-weekly payroll, maintaining employee payroll records, coordinating benefits and deductions, ensuring compliance with labor and tax regulations, and preparing payroll reports.

Reporting to the Assistant Finance Director, the Payroll Specialist ensures accurate compensation for all employees and contributes to budgeting, financial reporting, and year-end payroll reconciliation.

Customer Service & Utility Billing Division

Municipal Services Representatives (MSRs)

The Municipal Services Representatives provide front-line customer service at the Village Hall service counter. Responsibilities include processing payments, responding to resident inquiries, issuing permits, managing daily cash receipting, coordinating service requests, and supporting administrative needs across departments.

MSRs report directly to the Chief Accountant, who oversees their work in customer service, financial transaction processing, and general administrative support.

Utility Billing Customer Service Representative

The Utility Billing Customer Service Representative assists with all aspects of utility account management, including responding to customer inquiries, processing service requests, preparing billing adjustments, and supporting the monthly billing cycles. This position ensures accurate and timely customer communication and contributes to maintaining the integrity of utility billing records.

The Utility Billing CSR reports directly to the Finance Director.

Utility Billing Clerk

The Utility Billing Clerk supports the utility billing process by preparing and distributing bills, posting payments, reviewing meter data, monitoring delinquencies, and coordinating service changes such as move-ins and move-outs. The position ensures accurate billing information, assists residents with account questions, and helps maintain utility system data.

The Utility Billing Clerks report directly to the Finance Director.

FINANCE SUMMARY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 830,211	$ 861,776	$ 990,455	$ 975,499	$ 975,646	$ 935,863	$ 1,044,071
	Contractual Services	56,146	57,123	59,358	60,837	55,425	62,680	71,435
	Commodities	35,282	32,829	32,049	32,525	35,474	35,055	38,200
	Other Charges	(2,092)	139,138	3,834	3,729	10,708	17,986	23,400
	Capital Outlay	0	0	0	0	0	0	0
	Subtotal Net of Transfers	905,772	1,090,866	1,085,696	1,072,590	1,077,253	1,051,584	1,177,106
	Transfer to Capital / Muni Building	0	0	4,765,716	0	2,000,000	0	0
	Central Service Allocation	87,719	87,719	87,719	88,782	95,411	97,680	116,596
	Transfer to 59&Lake TIF	0	0	0	0	216,074	585,000	600,000
	Total Finance	**$ 993,491**	**$ 1,178,585**	**$ 5,939,131**	**$ 1,161,372**	**$ 3,388,738**	**$ 1,734,264**	**$ 1,893,702**
Authorized Staffing	Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Assistant Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Chief Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Accountant	0.00	1.00	1.00	1.00	1.00	1.00	1.00
	Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Accounts Payable Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Main Office Cashiers	2.50	2.50	2.50	2.50	2.50	2.50	2.50
	Total Full Time Equivalents	**7.50**	**8.50**	**8.50**	**8.50**	**8.50**	**8.50**	**8.50**
Activity Measures	Transfer stamps issued	1,122	1,296	1,001	937	993	1,010	1,100
	Business/Liquor licenses	467	431	442	456	475	485	490
	Contractor licenses	945	990	1,020	1,030	1,050	1,080	1,100
	Parking Ticket Payments	1,770	1,366	1,363	1,615	1,969	2,000	2,100
	Average Training Hours/Staff	-	-	-	-	-	18	20
	Utility bills issued	162,066	161,347	162,250	163,365	164,673	164,725	164,800
	Utility bills delivered by email	1,662	4,062	8,082	16,394	20,397	20,450	20,500

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Finance

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
	None				
	TOTAL	**$0**			

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Finance

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
None				
TOTALS	$0	$0	$0	$0

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Finance

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
IGFOA State Conference -September 2026- Bloomington Normal, IL. Finance Director , Assistant Finance Director	500	700	400		1,600
Chicago Metro GFOA Seminars & Webinars Finance Director, Assistant Finance Director, Chief Accountant , Accountant	700	0	0		700
Miscellaneous Seminars - Professional, Technical & Clerical Staff	750	0	0		750
	$1,950	**$700**	**$400**	**$0**	**$3,050**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Finance

Organization Name	New or Existing	Employee(s) Name	Cost
National Government Finance Officers Association - Primary member cost based on population (41,105), includes two members March, 2027	Existing	Finance Director, Asst. Finance Director	400
Illinois Government Finance Officers Association January, 2027	Existing	Finance Dir, Asst. Finance Dir,Chief Accountant	650
		TOTAL	**$1,050**

GENERAL GOVERNMENT EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
1400 - Finance									
511000	Regular Salaries	703,581	697,780	698,790	661,337	722,452	725,729	0%	
511100	Overtime Salaries	2,478	3,746	5,127	4,500	5,500	5,500	0%	
514000	Employee Retirement Contributions	130,330	119,885	122,170	109,826	130,212	140,362	8%	
515000	Employee Group Insurance	154,066	154,088	149,559	160,200	184,216	172,480	-6%	
	Total Personnel Services	990,455	975,499	975,646	935,863	1,042,380	1,044,071	0%	
522400	Service Agreements	3,667	3,330	3,339	5,000	4,825	5,000	4%	
522950	Ordinance Codification	8,202	3,477	2,927	3,000	10,000	10,000	0%	
523100	Advertising	0	0	0	0	500	500	0%	
523110	Legal Publications	344	344	379	605	500	500	0%	
523500	Audit Services	46,530	52,953	47,400	53,000	56,000	54,235	-3%	
529000	Other Contractual Services	615	733	1,380	1,075	1,000	1,200	20%	
	Total Contractual Services	59,358	60,837	55,425	62,680	72,825	71,435	-2%	
530115	Subscriptions/Publications	1,772	1,701	1,763	2,300	1,810	2,500	38%	
530135	Yard Waste Stickers	3,500	4,000	4,000	4,000	4,000	4,000	0%	
532200	Office Supplies	6,876	5,761	7,652	6,000	7,000	7,000	0%	
532300	Postage	19,901	21,063	22,059	22,755	23,000	24,700	7%	
	Total Commodities	32,049	32,525	35,474	35,055	35,810	38,200	7%	
541600	Professional Development	886	140	400	500	2,950	3,050	3%	
543101	Dues	905	938	972	1,050	1,050	1,100	5%	
546300	Bank Charges	0	0	0	0	0	15,500	100%	New line item added for Bank Fees
546900	Contingencies	2,043	2,651	9,336	16,436	3,750	3,750	0%	
	Total Other Charges	3,834	3,729	10,708	17,986	7,750	23,400	202%	
570100	Machinery & Equipment	0	0	0	0	0	0	0%	
	Total Capital Outlay	0	0	0	0	0	0	0%	
590400	Transfer to Capital Projects	2,765,716	0	0	0	0	0	0%	
590420	Transfer to Municipal Building	2,000,000	0	2,000,000	0	0	0	0%	
590442	Transfer to 59 & Lake St TIF	0	0	216,074	585,000	600,000	600,000	0%	
590600	Transfer to Central Services	87,719	88,782	95,411	97,680	97,680	116,596	19%	
	Total Transfers Out	4,853,435	88,782	2,311,485	682,680	697,680	716,596	3%	
Total Finance Expenditures		**$5,939,131**	**$1,161,372**	**$3,388,738**	**$1,734,264**	**$1,856,445**	**$1,893,702**	**2%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Finance

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
522950	**Ordinance Codification**		
	Municipal code updates	9,500	9,500
	Hosting Fee Charge $500.00	500	500
		10,000	**10,000**
523500	**Audit Services:**		
	Annual Audit - includes single audit fees.	43,045	46,050
	Other post employment benefits required actuarial updates	8,770	4,000
	GFOA Certificate of Achievement ($575; fee based on total revenues)	610	610
	GFOA Budget Award Program (application fee)	575	575
	Statistical tables and misc services	3,000	3,000
		56,000	**54,235**
532300	**Postage:**		
	U.S. Postmaster for mail machine, UPS and Federal Express charges	4,000	4,000
	Bartletter - 6 mailings per yr, average per mailing = $3,450. x 6 = 20,700.00.	19,000	20,700
		23,000	**24,700**
546300	**Bank Charges:**		
	BMO Bank Fees	0	14,400
	Passport Citation Fees	0	1,100
		0	**15,500**

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Central Services Fund

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
NONE				
TOTALS	**0**	**0**	**0**	**0**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Central Services

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
	NONE				
	Total Cental Services Capital Outlay	$ -			
	TOTAL	**$0**			

NON-DEPARTMENTAL EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
6000 - Central Services									
511000	Regular Salaries	0	0	0	49,039	90,000	110,444	23%	
511100	Overtime Salaries	0	0	0	0	0	0	0%	
514000	Employee Retirement Contrib	0	0	0	9,668	16,443	21,453	30%	
515000	Employee Group Insurance	0	0	0	8,000	23,027	21,560	-6%	
516500	Unemployment Benefits	8,046	32,919	1,376	0	20,000	20,000	0%	
	Total Personnel Services	8,046	32,919	1,376	66,707	149,470	173,457	16%	
522400	Service Agreements	179,662	172,344	144,873	54,000	57,200	93,100	63%	Moved Items back from Police
524100	Building Maintenance Services	133,925	279,803	142,742	155,000	173,800	164,200	-6%	
524120	Utilities	18,070	19,435	23,229	16,000	20,000	20,000	0%	
	Total Contractual Services	331,657	471,582	310,844	225,000	251,000	277,300	10%	
530100	Materials & Supplies	39,811	38,041	36,317	36,000	40,100	40,100	0%	
534600	Building Maintenance Materials	7,132	2,320	2,244	13,000	6,000	8,000	33%	
	Total Commodities	46,943	40,361	38,561	49,000	46,100	48,100	4%	
542810	Safety Program Expenses	0	302	0	0	500	500	0%	
546900	Contingencies	17,108	19,272	8,411	5,000	10,000	10,000	0%	
	Total Other Charges	17,108	19,574	8,411	5,000	10,500	10,500	0%	
570100	Machinery & Equipment	0	0	0	0	0	0	0%	
	Total Capital Outlay	0	0	0	0	0	0	0%	
Total Central Services Expenses		**$403,754**	**$564,436**	**$359,192**	**$345,707**	**$457,070**	**$509,357**	**11%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Central Services Fund

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
516500	**Unemployment Benefits**	**20,000**	**20,000**
	Historically inconsistent charges each fiscal year		
522400	**Service Agreements**		
	Village Security/Fire System (Johnson Controls) $575/qtr - Village Hall; $222/qtr Koehler Fields	3,300	4,800
	Elevator Maintenace Agreement (Police $10,000, Village Hall $2,700)	15,400	12,700
	HVAC Agreement (VH, PD, Metra, Museum) - Midwest Mechanical	28,000	30,000
	ABC Control (HVAC) Maintenance Agreement - Police	5,100	5,400
	Delta HVAC Maintenance Agreement - Village Hall	3,000	3,200
	Koehler Field Alarm System Maintenance Agreement	1,100	1,100
	Plotter Maintenance Agreement (Gordon Flesch)	0	1,500
	Fire Extinguisher Maintenance Agreement	0	5,000
	Generator Maintenance Agreement	0	3,000
	Security System (Door Access, Lockup, Video)	0	25,000
	Train Depot Fire/Burglar Alarm Service (Johnson Controls/NiTech)	1,300	1,400
		57,200	**93,100**

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Central Services Fund

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
524100	**Building Maintenance Services**		
	Janitorial Services	90,000	75,000
	HVAC Maintenance -	25,000	35,000
	Village Weed Enforcement	8,500	8,500
	Window Cleaning	3,700	3,700
	Pest Control	2,600	3,000
	Sprinkler Inspections/Maintenance	11,000	11,000
	Fire Extinguisher Service	5,000	0
	Backflow inspections	1,000	1,000
	Phone Additions/Replacements/Repairs	1,500	1,500
	Boiler Inspection by State	500	500
	Security System Maintenance	1,500	1,500
	A/V System Maintenance	2,000	2,000
	Plumbing Maintenance	1,500	1,500
	Miscellaneous Services	20,000	20,000
		173,800	**164,200**

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Central Services Fund

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
524120	**Utilities**		
	Expenses largely depend on weather and natural gas prices.	**20,000**	**20,000**
530100	**Materials & Supplies**		
	Pop Purchases	3,800	3,800
	Village Letterhead & Envelopes	3,000	3,000
	Office/Cleaning Supplies	18,000	18,000
	Medical Supplies	1,100	1,100
	Printer Repair	1,200	1,200
	25 Uninterruptible power supplies (25 @ $100)	2,500	2,500
	Employee Recognition	8,500	8,500
	Miscellaneous supplies	2,000	2,000
		40,100	**40,100**
546900	**Contingencies**	**10,000**	**10,000**

VILLAGE OF BARTLETT | INFORMATION SYSTEMS

The Information Systems Department provides the technology infrastructure, technical support, and GIS services that keep Village operations running smoothly. The department ensures systems are secure, reliable, and accessible while supporting departments with the tools and data needed to serve residents effectively.

GIS STAFFING EXPANSION

The GIS team added a Coordinator and Technician to meet rising demand for spatial data, mapping, and asset tracking. These additions enhanced interdepartmental support, improved data quality, and expanded the Village's public-facing mapping tools

HELP DESK SUPPORT

The Helpdesk provided daily technical support across all Village departments, resolving issues quickly and minimizing operational downtime during a year of major system upgrades.

TECHNOLOGY LIFECYCLE & SYSTEM MODERNIZATION

Information Systems strengthened long-term technology sustainability by replacing end-of-life equipment and standardizing lifecycle planning. During the year, the Village replaced department head laptops, upgraded 40 desktop computers, adopted a 25 percent annual replacement cycle, and modernized core infrastructure through a new virtual server platform, reducing downtime and improving system reliability.

TRANSPARENCY

GIS expanded interactive, public-facing maps that provide residents with easy access to information on snow routes, construction activity, zoning, bike paths, and Village facilities. These tools improved transparency and reduced the need for direct information requests.

COMMUNICATIONS MANAGEMENT

Information Systems managed Village-wide communication platforms, including support for the website, Facebook, and Bartlett Connect. These tools were used to deliver timely, consistent information to residents and support community engagement.

BOOSTING GIS CAPABILITES

The Village ramped up its GIS operations to meet growing demand for mapping, asset tracking, and real-time data tools. This expansion strengthened coordination across departments and sharpened internal workflows through more robust geospatial support and improved data quality.

SQUAD CAR TECHNOLOGY UPGRADE

The department advanced replacement of over five-year-old squad car laptops used by Police for CAD access, field reporting, and mission-critical operations. These upgrades improve reliability, support officer safety, and ensure seamless daily performance in the field

BOARD ROOM TECHNOLOGY

The department has proposed planning and technical preparation for replacement of the Board Room's 15-year-old audiovisual system. This work addressed long-standing reliability issues and established a foundation for improved audio quality, broadcasting capability, and meeting accessibility.

RELIABILITY, SECURITY & RISK MANAGEMENT

The department maintained secure and reliable access to critical Village systems through continued platform management and cybersecurity efforts, including renewals of FortiGate security services. These efforts protected core operations, supported disaster recovery capabilities, and ensured staff could access essential applications without interruption.

Information Systems

Department Description

The Information Systems Department is the technological foundation for the Village of Bartlett, supporting its daily operations and strategic goals. The IS Department Head leads the department and is comprised of two integral divisions: Helpdesk and Geographic Information Systems (GIS). These divisions ensure that all departments have the tools, data, and support necessary to operate effectively and serve the community.

A Senior Systems Administrator and an IT Technician staff the help desks. The Senior Systems Administrator supports enterprise applications, oversees system administration, and manages critical IT projects that enhance the Village's technological infrastructure. This position ensures that systems are secure, reliable, and capable of meeting evolving operational demands. The IT Technician handles the day-to-day technical support calls, promptly assisting staff across all departments to resolve issues and maintain a seamless workflow. This dual role setup ensures that long-term projects and immediate needs are addressed promptly and effectively.

Geographic Information Systems (GIS) collects, maintains, and applies spatial data critical to the Village's operations. The GIS team is led by a GIS Coordinator who oversees all GIS projects, ensures streamlined workflows, and coordinates with departments to provide essential mapping and data services. The GIS Technician supports the administrator by contributing to map creation, field data collection, and geospatial dataset maintenance. This combination of leadership and technical expertise allows the GIS division to deliver actionable insights that enhance decision-making across departments, particularly in planning, public works, and utility management.

By uniting the expertise of the helpdesk and GIS under the guidance of the IS Department Head, the Information Systems Department ensures that the Village remains at the forefront of technological innovation. The department provides the foundation for efficient operations, improved service delivery, and effective community engagement through strategic management, responsive support, and a commitment to leveraging data and technology.

2026/27 Budget Highlights

The 2026/27 Information Systems budget prioritizes replacing several critical end-of-life systems and enhancing the Village's core technology infrastructure. This year's budget reflects a 1% increase, mainly due to two significant changes: replacing the Village's outdated phone system, which has reached end of life, and restructuring social media expenses. Previously, social media spending was included within the Computer Services line item, but it has now been moved to its own dedicated line for clearer tracking, improved management, and more accurate budgeting.

Information Systems

A key focus in this year's capital plan is replacing squad car laptops, which are over five years old and becoming less reliable. These devices are crucial for CAD access, field reports, and daily police functions. The budget also allocates funds for a complete upgrade of the Board Room's 15-year-old audiovisual system, fixing ongoing reliability problems while enhancing audio clarity, broadcast quality, and accessibility for public meetings.

In addition to these larger initiatives, the budget continues the Village's desktop lifecycle replacement program, renews FortiGate security services, and funds the PDS Building copier replacement. Together, these investments help ensure that the Helpdesk and GIS divisions can maintain secure, dependable, and modern technology services that support staff operations and community-facing functions.

Strategic Plan – Future Ready Workforce

Workforce Preparedness and Adaptability

Status

The Village is dedicated to fostering a workforce that is ready, flexible, and well equipped to meet both current service needs and future challenges. Recent investments in technology, training, and staffing have strengthened day-to-day operations while supporting employee satisfaction and organizational resilience. The Information Systems environment continues to emphasize secure, reliable, and efficient services delivered with strong financial responsibility.

The current technology strategy prioritizes protecting core operations through predictable and sustainable replacement cycles. By targeting equipment and systems that have reached end of life, the Village reduces escalating maintenance costs, minimizes downtime, and ensures taxpayer dollars are used effectively. Modernization efforts including desktop lifecycle replacements, cybersecurity renewals, and platform standardization have created a stable foundation for staff productivity.

Next Steps

Looking ahead, the Village will continue modernizing and standardizing essential technology to support staff effectiveness. Planned replacements of squad car laptops, the Village phone system, and the Board Room audiovisual equipment will provide dependable tools while reducing reliance on outdated and unsupported systems. These investments are designed to maintain service reliability and reduce long-term operational risk.

The next phase of the strategy will focus on maximizing the value of existing platforms such as ArcGIS, Microsoft 365, and FortiGate. Improving integration between GIS, Village applications, and departmental workflows will enhance productivity, reduce duplication of effort, and support more efficient service delivery. Together, these steps ensure that the HelpDesk and GIS divisions remain positioned to support Village operations with secure,

efficient, and financially responsible technology that meets the evolving needs of staff, departments, and residents.

Strategic Plan – Quality of Life

Accessible and Transparent Government - The Village values enhancing residents' quality of life by improving access to information, strengthening communication, and making services easier to understand and use. Technology is seen as a vital tool for promoting transparency, supporting civic engagement, and ensuring residents stay informed and connected to their local government.

Status

Improving communication with residents remains a key focus of the Village's long-term efforts to enhance quality of life and encourage community engagement. Recent changes to the budget structure now include a dedicated line item for social media services. Social media expenses were previously included under the Computer Services category, but separating them allows for clearer tracking, better oversight, and a more intentional approach to public communication. This change supports consistent messaging and more effective use of communication platforms.

The Geographic Information Systems division has also expanded its role in improving public access to Village information. GIS has developed and enhanced a variety of public-facing, interactive maps that allow residents to easily access information about Village services, projects, and infrastructure. These tools provide visual, easy-to-understand information such as snow routes, construction areas, zoning boundaries, bike paths, and public facilities, helping residents stay informed without needing to navigate complex reports or make information requests.

Next Steps

Looking ahead, the Village will continue refining its public communication tools, including the Village website, Facebook, and Bartlett Connect, to expand civic engagement and transparency. The dedicated social media line item will support more consistent content planning, improved responsiveness, and better evaluation of communication tools and platforms. This approach enables the Village to adapt messaging strategies as resident expectations and communication methods evolve.

GIS will continue to expand and enhance public-facing maps and dashboards, with a focus on accessibility, mobile usability, and real-time data. Future efforts will emphasize broader departmental collaboration to provide timely project updates and clearer insight into Village initiatives. Together, these efforts strengthen the Village's commitment to open communication, transparency, and resident-focused services that improve overall quality of life.

2025/26 Highlights

The 2025/26 fiscal year introduced several significant upgrades to the Village's technology environment. One of the most notable

improvements was the replacement of all laptops used by department heads. These new devices provide leadership with faster performance, improved mobility, and increased reliability, especially during emergency operations or after-hours work. This upgrade alone made a noticeable difference in daily operations efficiency.

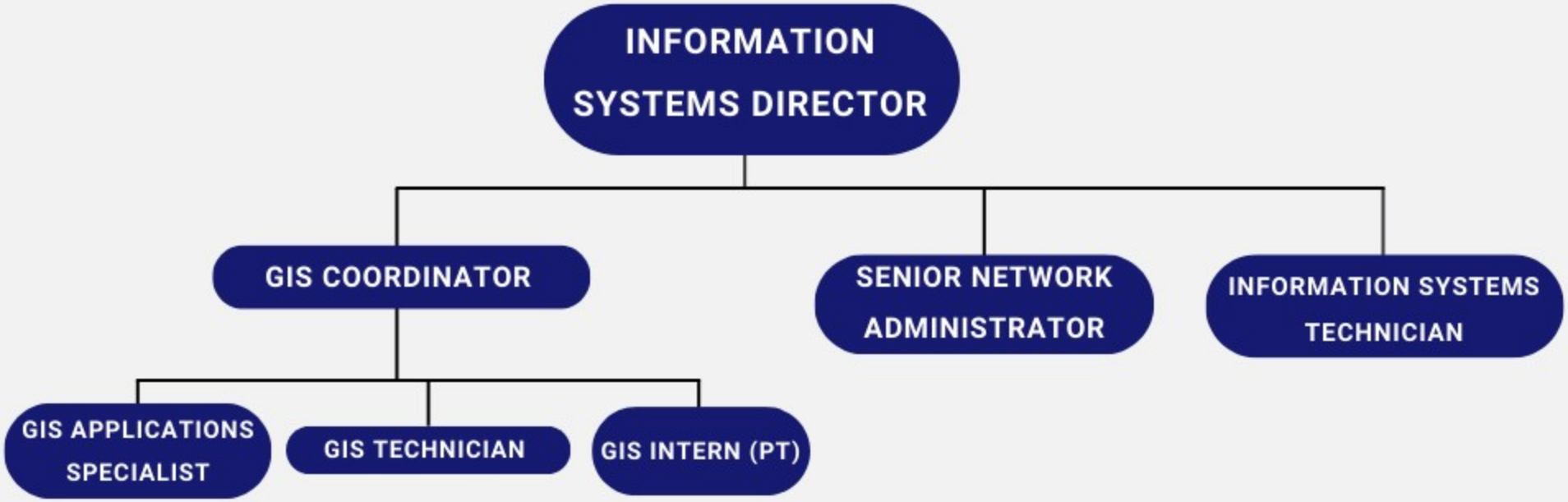
We also made notable progress on desktop replacements by swapping out 40 aging computers across different departments. As part of this plan, we officially adopted a 25% annual replacement cycle, ensuring desktops are current and budgets remain predictable. This new strategy helps reduce downtime, prevents unexpected hardware failures, and provides staff with the tools they need to work efficiently.

A major behind-the-scenes upgrade this year involved replacing the Village's outdated hypervisor with a modern Scale Computing platform. This change enhanced overall system stability, simplified management of our virtual environment, and boosted our disaster recovery capabilities. The new platform also prepares the Village for future technology growth without the complexity of the old system.

The GIS department also expanded to keep pace with the steadily rising demand for mapping, asset tracking, and web-based applications. We hired both a GIS Coordinator and a GIS Technician, providing the team with the staffing needed to support more projects, enhance data quality, and assist departments across the Village. These additions have significantly strengthened the Village's ability to deliver accurate, accessible spatial information and support decision-making throughout the organization.

VILLAGE OF BARTLETT

INFORMATION SYSTEMS ORGANIZATIONAL CHART



Information Systems Director

The Information Systems Director provides leadership and strategic direction for all village technology operations. Responsibilities include overseeing network and system administration, cybersecurity, enterprise software management, data governance, long-range technology planning, and budget management for technology initiatives. The Director supervises the Helpdesk, and GIS, ensuring departmental alignment with organizational goals and promoting efficient, secure technology operations across the Village.

Information Systems Division

Senior Systems Administrator

The Senior Systems Administrator manages the Village's network infrastructure, servers, cybersecurity systems, and enterprise application environment. Responsibilities include system configuration, hardware and software maintenance, data backup and recovery, security monitoring, troubleshooting complex technical issues, and supporting technology-related projects. The Senior Systems Administrator ensures system reliability and security, collaborates with village departments to support technology needs, and reports directly to the Information Systems Director.

Information Systems Technician

The Information Systems Technician provides frontline technical support to village employees by troubleshooting hardware, software, and network issues; installing and configuring equipment; maintaining user accounts; and supporting routine system operations. This position assists with technology rollouts, system updates, and equipment lifecycle management. The IS Technician contributes to maintaining a stable and efficient technological environment and works closely with the Senior Systems Administrator to resolve user and system needs.

Geographic Information Systems (GIS) Division

GIS Coordinator

The GIS Coordinator oversees the planning, development, and administration of the village's GIS program. Responsibilities include managing GIS data and systems, creating and maintaining geospatial datasets, developing custom mapping applications, ensuring data accuracy and standards compliance, and coordinating GIS support for all Village departments. The GIS Coordinator supervises the GIS Applications Specialist, GIS Technician, and GIS Intern and reports directly to the Information Systems Director.

GIS Applications Specialist

The GIS Applications Specialist develops, configures, and maintains GIS applications and tools to support village operations. Responsibilities include creating interactive maps, dashboards, and mobile applications; integrating GIS with enterprise systems; conducting spatial analysis; and supporting departmental workflows. This role enhances decision-making

by delivering efficient and user-friendly GIS solutions and reports to the GIS Coordinator.

GIS Technician

The GIS Technician supports the creation, maintenance, and accuracy of geospatial data and mapping products. Responsibilities include updating GIS datasets, conducting field data collection, preparing maps for village staff and the public, and assisting with spatial analysis. The GIS Technician ensures data integrity and provides essential support for ongoing GIS projects under the direction of the GIS Coordinator

GIS Intern

The GIS Intern provides entry-level support for GIS data maintenance, mapping, field data collection, and project-based tasks. This position assists the GIS team by performing data entry, map creation, and basic analysis while gaining hands-on experience in municipal GIS operations. The GIS Intern reports to the GIS Coordinator.

INFORMATION SYSTEMS SUMMARY

		Actual					Estimate	Proposed
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 528,057	$ 550,358	$ 587,312	$ 629,625	$ 629,625	$ 666,538	$ 828,309
	Contractual Services	218,698	244,716	274,460	322,276	402,900	401,520	478,495
	Commodities	0	0	0	0	0	1,000	1,000
	Other Charges	7,198	7,382	11,001	10,182	10,182	10,182	17,955
	Capital Outlay	0	0	0	0	235,000	230,000	199,804
	Total Information Systems	**$ 753,953**	**$ 802,456**	**$ 872,773**	**$ 962,083**	**$ 1,277,707**	**$ 1,309,240**	**$ 1,525,563**
Authorized Staffing	Information Systems Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Senior Systems Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Information Technology Tech	0.00	0.00	0.00	0.00	1.00	1.00	1.00
	GIS Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	GIS Application Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	GIS Technician	0.00	0.00	0.00	0.00	0.00	1.00	1.00
	GIS Interns	0.50	0.50	0.50	0.50	0.50	0.50	0.50
	Total Full Time Equivalents	**4.50**	**4.50**	**4.50**	**4.50**	**5.50**	**6.50**	**6.50**
Activity Measures	Number of IT requests					795	1,080	1,500
	Number of GIS requests					300	674	700
	Security Incidents					0	0	0
	GIS Traffic					78,384	57,052	70,000
	Special Events					67	67	67
	Training Hours					40	100	100

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Information Systems

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
TOTALS	0	0	0	0

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Information Systems

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
1	Squad Car Laptop Replacment	86,000	replacement	Yes	The current 27 squad car laptops are 5 years old and out of warranty, leading to reduced performance and increased hardware failures. These devices are critical for CAD access, report writing, and field communication.
2	Phone System	33,804	replacement	yes	The Village's current phone system has reached end of life and can no longer receive parts, updates, or vendor support. This creates increasing risk of system failure and extended downtime.
3	Desktop Computer Replacement	43,000	replacement	yes	The Village of Bartlett follows a lifecycle replacement plan for its 159 desktop computers to keep technology up-to-date, secure, and reliable. Each year, 25% of the computers are replaced, ensuring all systems are refreshed on a four-year cycle. Every new computer comes with a 4-year warranty, reducing downtime and supporting the Village's daily operations with dependable technology.
4	Fortigate Renewal	25,000	replacement	yes	This request funds a three-year support and security subscription for the Village's FortiGate firewalls. The renewal provides continuous access to critical security updates, advanced threat protection, firmware patches, and vendor support
5	PDS Building Copier Replacement	12,000	replacement	yes	The copier is 7 years old and has reached the end of its lifecycle, necessitating replacement to ensure reliable performance, reduce maintenance costs, and support efficient daily operations.
	Total Information Systems Capital Outlay	$ 199,804			
	TOTAL	**$199,804**			

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Information Systems

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
GMIS Illinois Annual Networking and Training Symposium Normal, IL John Peebles Allan Perez	395	500	140		1,035
Technical Training & Materials Allan Perez, Dominik Dyrda John Peebles	5,000				5,000
GIS Training GIS Coordinator Oliva Durica GIS Technician	5,000				5,000
ILGISA Spring Conference Champaign, IL GIS Coordinator	700	300	50		1,050
TOTALS	**$11,095**	**$800**	**$190**	**$0**	**$12,085**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Information Systems

Organization Name	New or Existing	Employee(s) Name	Cost
Government Management Information Sciences (GMIS) International and State Chapter	Existing	Includes entire organization	350
Illinois GIS Association	Existing	GIS Coordinator Oliva Durica	170
Urban and Regional Information Systems Association (URISA)	Existing	Includes entire organization	350
		TOTAL	**$870**

INFORMATION SYSTEMS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
6010 - Information Systems									
511000	Regular Salaries	431,885	457,390	465,987	480,070	599,683	584,198	-3%	
511100	Overtime Salaries	0	48	1,310	2,100	1,000	2,100	110%	
514000	Employee Retirement Contributions	78,394	77,932	99,405	84,368	107,991	112,651	4%	
515000	Employee Group Insurance	77,033	94,255	93,474	100,000	138,162	129,360	-6%	
	Total Personnel Services	587,312	629,625	660,176	666,538	846,836	828,309	-2%	
522700	Computer Services	195,172	243,999	242,078	320,000	320,900	305,900	-5%	
522710	Social Media	0	0	0	0	0	72,700	100%	new line item
524110	Telephone	79,288	78,277	74,366	68,000	82,000	99,895	22%	new phone service
	Total Contractual Services	274,460	322,276	316,444	388,000	402,900	478,495	19%	
530100	Materials & Supplies	0	0	0	700	1,000	1,000	0%	
	Total Commodities	0	0	0	700	1,000	1,000	0%	
541600	Professional Development	10,581	9,712	6,933	9,000	12,085	12,085	0%	
543101	Dues	420	470	522	870	870	870	0%	
546900	Contingencies	0	0	0	4,100	5,000	5,000	0%	
	Total Other Charges	11,001	10,182	7,455	13,970	17,955	17,955	0%	
570100	Machinery & Equipment	149,293	119,229	66,941	230,000	235,000	199,804	-15%	
	Total Capital Outlay	149,293	119,229	66,941	230,000	235,000	199,804	-15%	
Total Information System Expenses		**$1,022,066**	**$1,081,312**	**$1,051,016**	**$1,299,208**	**$1,503,691**	**$1,525,563**	**1%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Information Systems

Account Number	Description/Detail					2025/26 Budget	2026/27 Budget Request
522700	**Computer Services**					**320,900**	**305,900**
	Netmotion Maintenance				8,000		
	Financial/Admin/Bldg. Software Maintenance Agreement				85,000		
	Thinkguard Disaster Recovery & Backup Service on-premise and Office 365				32,000		
	Specialty Consulting				18,000		
	Hardware/Software Maintenance Agreements				43,900		
	Netwrix (IT Auditing software)	5,200	KnowBe4	4,800			
	Dameware	1,000	Foxit PDF	1,500			
	Netsupport Notify	200	Hardware	13,000			
	Hexnode MDM	2,500	DUO	3,200			
	Nomic IPS	12,000	SSL Certs	500			
	Document Imaging Maintenance Agreements (Laserfiche, Kofax, and Blue Lake)				10,000		
	GIS Software Maintenance				42,000		
	FortiAnalyzer (security analysis) subscription				2,000		
	Office 365 and Enterprise Mobility & Security Licensing				65,000		
					305,900		
524110	**Telephone**					**82,000**	**99,895**
	Local/Long Distance, Internet and WAN				56,000		
	Cellular Service				13,000		
	Phone System Maintenance				30,895		
					99,895		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Information Systems

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
546900	**Contingencies**	**5,000**	**5,000**	**5,000**
522800	**Social Media**			
	Hootsuite	9,500	**0**	**72,700**
	Civicplus	46,000		
	Mobile App and Citizen Request Service	12,000		
	Social Media Archiving	4,000		
	Adobe Creative Suite	1,200		
		72,700		

NON-DEPARTMENTAL EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change
6100 - Vehicle Replacement Fund								
570105	Equitable Sharing Expense	36,647	0	0	0	0	0	0%
570150	P&DS Vehicle Replace	0	28,242	58,832	29,881	33,000	0	-100%
570170	Police Vehicle Replacement	0	250,733	233,006	230,952	150,000	200,000	33%
570180	Streets Vehicle Replacement	843,373	0	1,118,816	580,000	602,000	380,000	-37%
570500	Water Vehicle Replacement	22,029	0	47,504	0	0	60,175	100%
570510	Sewer Vehicle Replacement	22,029	0	0	60,678	65,000	0	-100%
570550	Golf Vehicle Replacement	16,570	22,558	0	0	0	0	0%
	Total Capital Outlay	940,648	301,533	1,458,158	901,511	850,000	640,175	-25%
Total Vehicle Replacement Expenses		**$940,648**	**$301,533**	**$1,458,158**	**$901,511**	**$850,000**	**$640,175**	**-25%**

VILLAGE OF BARTLETT | GOLF

Bartlett Hills is an 18-hole golf course purchased by the village in 1978. An average of 32,000 rounds annually have been played over the last five years. The course serves as host to several community-based golf events, corporate golf outings and leagues. Bartlett Hills also serves as the home golf course for the golf team at Bartlett, South Elgin and Elgin High Schools.

Revenues Continue to Grow

Golf course revenue for FY 2026/27 is projected at $1.83 million, a 26% increase over the prior budget. Food and beverage sales are forecast to reach record levels, reflecting continued growth in golf activity, events, and banquet demand.

A PREMIER WEDDING VENUE

Thirty-eight weddings are already booked for 2026, and for the third consecutive year the venue has received recognition from both WeddingWire and Zola.

YEAR-ROUND PROGRAMS

Bartlett Hills serves as a year-round community destination, offering seasonal and themed events such as holiday brunches, civic gatherings, and special programs that bring residents together.

100 YEAR ANNIVERSARY OF BARTLETT HILLS

Bartlett Hills will celebrate its 100th anniversary in 2026, marking a full century as a community golf destination. The milestone season will feature special events, including a 1920s-themed golf scramble, a “Head to the Hills” golf festival, and a history museum open house, along with themed food and beverage offerings throughout the year to honor the course’s legacy and traditions

BEST OF "THE KNOT"

Received the “Best of the Knot Award” for the 8th year in a row. Qualified for the Knot “Hall of Fame Award” for the 6th year in a row putting Bartlett Hills in the top 1% of reception venues nationwide.

ONLINE BOOKINGS GROWTH

Online bookings have surpassed $500,000 to date, with the average online rate per round up by $3.50 - a 6% increase. This growth highlights the effectiveness of our digital platforms and pricing strategy.

RECORD-SETTING PERFORMANCE

·Green fee revenue exceeded $1.3 million this year — the highest on record. This significant increase is largely attributed to strategic rate adjustments, reflecting strong demand and the continued value our course provides to the community.

RANGE BALL REVENUE

·Range ball revenue is projected to reach its highest level on record, driven by increased sales following the successful introduction of range cards. This new offering has enhanced customer convenience and boosted overall usage.

32,223

TOTAL ROUNDS

IN-HOUSE INVESTMENT & SUSTAINABILITY

Course improvements continue through a series of strategically planned in-house projects, including the expansion of native grass areas, full bunker reconstruction, construction of new tee boxes, and enhanced bentgrass coverage throughout the course. These initiatives reduce long-term maintenance demands, lower water usage, and improve overall playability and visual appeal. By utilizing existing on-site materials and staff expertise, the Village has completed these improvements without additional capital expenditures, generating significant cost savings while maintaining high course standards.

GOLF

Department Description

Bartlett Hills is an 18-hole golf course purchased by the village in 1978. It features an 18-hole golf course, practice areas, a clubhouse with dining options, and full-service banquet facilities. The course averages 32,000 rounds annually and hosts community golf events, corporate outings, and leagues. Bartlett Hills also serves as the home course for the golf teams of Bartlett, South Elgin, and Elgin High Schools. The golf course operates year-round when conditions allow. During winter months, guests can enjoy indoor golf through a TruGolf Golf Simulator featuring 100 world-famous courses, and cross-country skiing when snow conditions permit.

The food and beverage operation includes a restaurant (Grille Room), lounge, banquet and meeting facilities, on-course midway and beverage cart service. Banquets, weddings and all other group functions are offered throughout the year. All other food/beverage services are offered seasonally.

Bartlett Hills Golf Course is organized into three integral divisions: Golf Program, Grounds, and Food & Beverage. Together, these divisions deliver exceptional guest experiences, maintain top-quality course conditions, and support recreational and competitive play. The team consists of full-time professionals and a large seasonal workforce to meet operational needs throughout the year.

Golf Program

The Golf Program Division manages all aspects of golf operations, ensuring a professional and enjoyable experience for guests. This includes daily play, tee time scheduling, leagues, tournaments, instructional programs, pro shop operations, and customer service. The division is led by the Golf Professional, who oversees all golf operations, coordinates tournaments and leagues, manages the pro shop, schedules play, supervises staff, and delivers outstanding customer service. Supporting this role is the Assistant Golf Professional, who helps with customer service, tee sheet management, tournaments, and instructional programs, working under the Golf Professional to maintain efficient golf operations. During peak season, the division employs seasonal staff such as pro shop attendants, starters, rangers, and cart attendants to ensure smooth daily play and a positive guest experience.

Grounds Division

The Grounds Division is responsible for maintaining the golf course's condition, playability, and appearance. This includes turf management, irrigation maintenance, landscaping, and equipment servicing to ensure the course meets championship standards. The division is led by the Grounds Superintendent, who oversees all maintenance operations, including turf health programs, irrigation systems, and grounds crew scheduling, while coordinating with golf operations for tournament preparation and long-term improvement plans. The Assistant Grounds Superintendent supports daily maintenance, supervises seasonal crews, and assists with irrigation repairs and fertilization tasks. A dedicated Mechanic maintains and repairs all grounds equipment, ensuring safety and

reliability for the maintenance team. Seasonal staff, including Greenskeepers, assist with mowing, landscaping, and routine course setup.

Food & Beverage Division

The Food & Beverage Division manages all dining, catering, and event services at Bartlett Hills. This includes restaurant operations, banquet services, weddings, corporate events, and special outings. The division is committed to delivering exceptional culinary experiences and outstanding hospitality. The Food & Beverage Manager oversees restaurant and banquet operations, supervises staff, and ensures service standards and inventory control. The Events Coordinator plans and manages weddings, banquets, golf outings, and special events, coordinating logistics and client communication. Culinary operations are led by the Head Chef and Sous Chef, who develop menus, manage kitchen staff, and ensure food quality and safety standards. During peak seasons, the division employs seasonal staff, including servers, bartenders, banquet staff, beverage cart attendants, and kitchen assistants, to support busy periods and special events.

2026/27 Budget Highlights

2026 marks a milestone year for Bartlett Hills Golf Course as we celebrate our 100th anniversary, a century of community, tradition, and unforgettable moments. This historic season brings added significance to our celebrations, honoring the legacy that has shaped Bartlett Hills into what it is today.

To commemorate this special occasion, three major events are planned for the year: a 1920s-themed golf scramble, the “Head to the Hills” Golf Festival, and the Bartlett Hills History Museum Open House. Guests can also look forward to themed food and beverage specials throughout the season, adding a unique flavor to the festivities.

Financial projections for 2026: Golf course revenue is expected to reach $1,848,000—an increase of $140,500, or 8%, compared to the original FY 2025/2026 budget of $1,707,500. This increase highlights the rising popularity of golf operations and increased course utilization. Staff anticipates hosting approximately 40 large golf events, including traditional community outings, civic gatherings, corporate tournaments, and long-standing favorites such as the Firecracker Open and the Illinois Special Olympics golf tournament.

Food and beverage sales are forecast to set new records across all categories, with a projected 7% increase over the 2025/2026 budget. In addition, Bartlett Hills expects to host 40 weddings in 2026.

Beyond the 100th anniversary, marketing efforts for the golf course and food and beverage operations will be enhanced through expanded use of drone imagery, including existing footage and new

footage captured when the grounds are in peak condition. Boosted ads will be a part of the mix as well.

The Food and Beverage Department will seek to implement a strategic plan developed by a consultant, pending approval by the Village Board. The goal of this plan is to establish a clear path forward by demonstrating a trend toward profitability and increasing efficiencies across all areas.

Casual wedding packages now account for nearly 50% of all weddings booked for the upcoming year. These packages carry reduced food and labor costs and generate significantly higher profit margins.

We will be transitioning our catering management system from ClubTec to Triple Seat. This change will allow clients to make deposits online and will significantly reduce bank processing charges.

Additionally, we have implemented a new marketing platform, Eventective, which is generating leads for a wide range of functions at Bartlett Hills, with a particular focus on helping fill slower off-season months.

Strategic Plan Goal– Quality of Life

Goal:
Coordinated Community Engagement

To ensure that all communications are consistent, clear, and aligned with Bartlett Hills' mission and vision. Engaging residents and golfers to fosters transparency, creativity, and community support for programs and initiatives.

Status:

Enhance public awareness - By continuing education and marketing campaigns to inform residents about Bartlett Hills services, activities, and events through social media, videos, and newsletters.

Expand off-season engagement - By offering new and varied events such as simulator leagues, themed dinners, and bourbon & cigar nights to keep the community connected year-round.

Enhance community events - By hosting signature gatherings like Mother's Day Brunch, Easter Brunch, a rebranded Girl's Night Out, and Mrs. Claus Tea Party to showcase Bartlett Hills as a premier destination.

Strengthen partnerships - With local organizations such as the Bartlett Chamber, Lions Club, Rotary Club, and Special Olympics to foster community involvement and charitable initiatives.

Promote Bartlett Hills as a community hub - By introducing family-friendly golf days, junior golf programs, and charity outings that encourage participation and build lasting connections.

GOLF

2025/26 Highlights

Unveiled a new fleet of 76 Club Car golf carts to enhance the player experience and operational efficiency. To support this upgrade, certain cart rental rates were adjusted by $4 per person. This strategic change has already delivered a positive financial impact, generating an additional $20,000 in cart revenue since implementation. The investment not only improves service quality but also contributes to sustainable revenue growth for the course.

Introduced a live scoring app for outings and tournament play, delivering real-time leaderboards and interactive scoring directly to players' mobile devices. This elevates the overall event experience, fosters engagement among participants, and positions Bartlett Hills as a modern, tech-forward golf course. The app has been well-received by customers and adds significant value to our tournament offerings.

Online bookings have now surpassed $500,000, with the average online rate per round increasing by $3.50, a 6% rise. This growth demonstrates the success of our digital platforms and pricing strategy. Green fee revenue reached $1.3 million this year, marking the highest total on record. This achievement is largely due to strategic rate adjustments, strong demand, and the continued value our course provides to the community.

Range ball revenue is also projected to hit an all-time high, driven by increased sales following the introduction of range cards. This new offering has improved customer convenience and boosted overall usage.

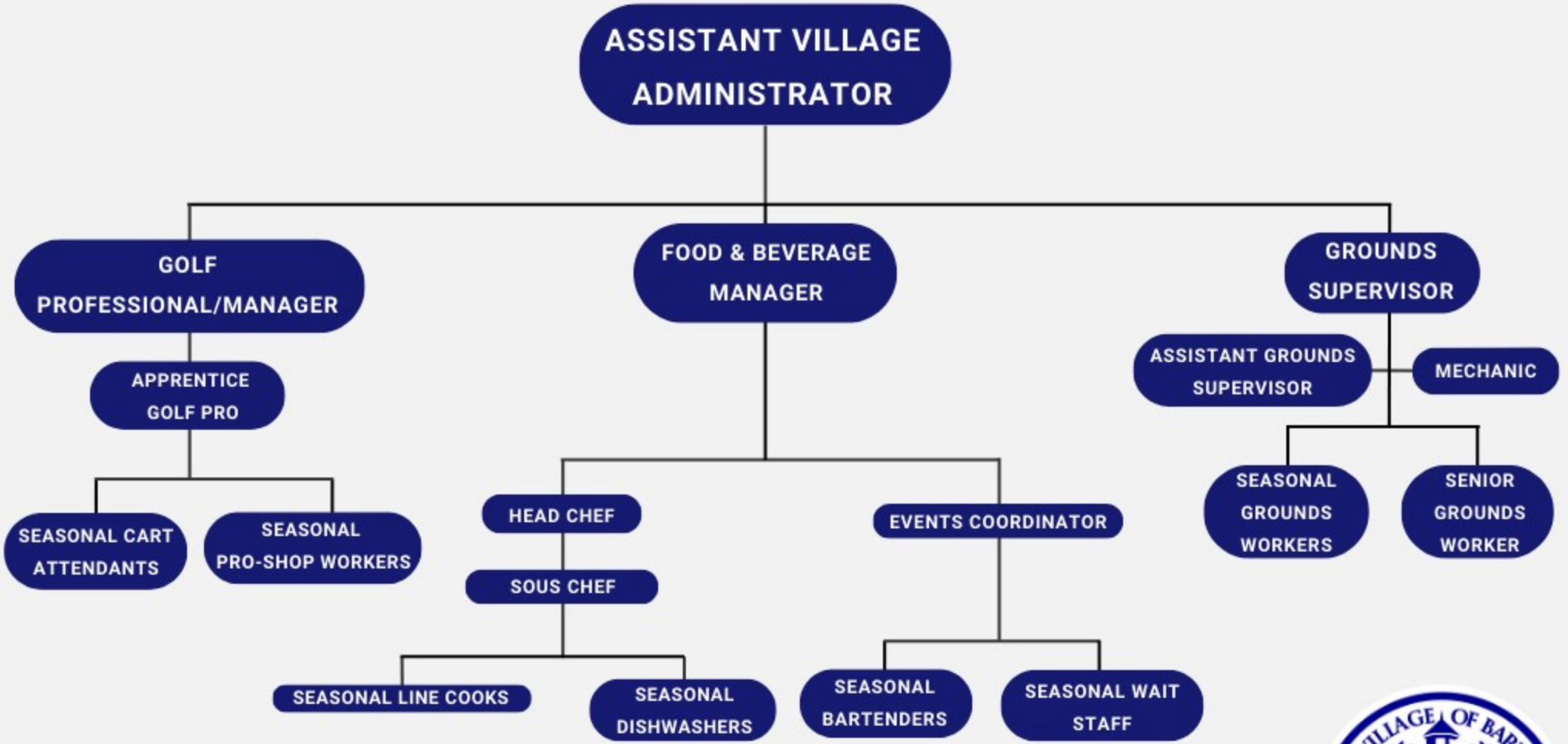
On the maintenance side, they rebuilt all golf course bunkers in-house, saving significantly on costs. The total material expense was $29,372, compared to the original contractor quote of over $650,000. They also continued adding native grass zones to reduce mowing, lower water usage, and improve ecological balance. Additionally, new tee boxes were constructed using on-site materials, and bentgrass areas were expanded using sod from our own nursery—avoiding an estimated $25,000 in external purchases.

Our banquet team introduced new and enhanced menus with updated pricing, improved plate presentations, and additional revenue options. The new "Casual Package" and "Ultimate Upgrade" have been extremely successful, with 34% of 2026 weddings choosing the Casual Package.

We are proud to have received the "Best of the Knot" award for the 8th consecutive year and qualified for the Knot Hall of Fame for the 6th year in a row, placing us in the top 1% of reception venues nationwide. We also earned awards from Wedding Wire and Zola for the third year in a row.

VILLAGE OF BARTLETT

BARTLETT HILLS GOLF COURSE ORGANIZATIONAL CHART



GOLF PROGRAM DIVISION

Division Overview

The Golf Program Division oversees all golf operations, including daily play, tee time management, leagues, tournaments, instructional services, pro shop operations, member engagement, and guest services. The division ensures that golfers receive professional, friendly, and efficient service while maintaining a high standard of play and course experience.

Golf Professional

The Golf Professional manages all aspects of golf operations, including tournament coordination, league and instructional program development, pro shop management, staff supervision, and customer service oversight. Responsibilities include scheduling and managing play, overseeing merchandising, coordinating outings and special events, training seasonal staff, and ensuring a positive guest experience. The Golf Professional provides leadership for the Golf Program Division and supports overall facility management.

Assistant Golf Professional

The Assistant Golf Professional supports daily golf operations, including customer service, pro shop assistance, tournament and league coordination, and instructional programming. Responsibilities include supervising seasonal golf staff, assisting with merchandise sales, managing tee sheets, and helping deliver junior and adult golf programs. The Assistant Golf Professional contributes to smooth and efficient golf operations under the direction of the Golf Professional.

Seasonal Staff

The division employs several part-time and seasonal Guest Services Attendants, Pro Shop Assistants, Starters, and Rangers to support peak-season operations.

FOOD & BEVERAGE DIVISION

Division Overview

The Food & Beverage Division oversees all dining, catering, and event services for Bartlett Hills Golf Course. This includes restaurant operations, banquet services, weddings, corporate events, and special outings. The division provides high-quality culinary service, event coordination, and hospitality to enhance the overall guest experience and support facility revenues.

Food & Beverage Manager

The Food & Beverage Manager oversees all food service and banquet operations, including restaurant management, event execution, staff supervision, inventory control, scheduling, and customer service. Responsibilities include coordinating with the Events Coordinator and culinary staff to ensure successful events, maintaining service standards, and supporting financial goals through effective operations.

Head Chef

The Head Chef directs all culinary operations, including menu development, food preparation, kitchen management, purchasing, inventory control, and adherence to health and safety standards. Responsibilities include leading kitchen staff, ensuring consistent food quality, supporting banquet operations, and developing seasonal and event-specific menus.

Sous Chef

The Sous Chef supports the Head Chef in daily kitchen operations, food preparation, menu execution, staff oversight, and inventory management. The position helps maintain efficient kitchen workflows, ensures compliance with safety and sanitation standards, and assists with banquet and high-volume service periods.

Events Coordinator

The Events Coordinator manages the planning, scheduling, and execution of weddings, banquets, golf outings, corporate functions, and special events. Responsibilities include client communication, event planning, coordination of food and beverage services, staffing arrangements, and on-site event management. The Events Coordinator works closely with the Food & Beverage Manager and culinary staff to ensure successful and memorable events.

Seasonal Staff

The division employs numerous seasonal servers, bartenders, banquet staff, beverage cart attendants, and kitchen assistants during peak operations and event seasons.

GROUNDS DIVISION

Division Overview

The Grounds Division is responsible for maintaining the overall condition, playability, and appearance of the golf course. Duties include turf management, irrigation system maintenance, landscaping, pest control, equipment service, and preparation of the course for daily play, tournaments, and special events.

Grounds Superintendent

The Grounds Superintendent oversees all golf course maintenance operations, including turf management, crew scheduling, long-term grounds planning, irrigation oversight, and equipment management. Responsibilities include ensuring optimal course conditions, coordinating with golf operations staff, managing weather-related maintenance responses, and supervising full-time and seasonal grounds employees.

Assistant Grounds Superintendent

The Assistant Grounds Superintendent supports daily grounds maintenance operations, supervises seasonal crews, and assists with course setup, landscaping, irrigation repairs, fertilization, and turf health programs. This position works closely with the Grounds Superintendent to maintain consistent course quality throughout the season.

GOLF

Mechanic

The Mechanic maintains and repairs all golf course maintenance equipment, including mowers, tractors, utility vehicles, and specialized turf equipment. Responsibilities include performing preventative maintenance, diagnosing mechanical issues, maintaining parts inventory, and ensuring that the grounds crew has access to safe and reliable equipment.

Seasonal Staff

The Grounds Division employs multiple seasonal Laborers, Operators, and Greenskeepers who assist with mowing, landscaping, course setup, and routine maintenance throughout the golf season.

GOLF SUMMARY

		Actual					Estimated	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 1,294,964	$ 1,438,805	$ 1,595,475	$ 1,657,983	$ 1,704,650	$ 1,866,371	$ 1,941,476
	Contractual Services	204,809	237,436	224,122	213,979	303,632	258,657	362,550
	Commodities	326,553	550,564	572,919	602,411	645,690	670,317	669,873
	Other Charges	65,664	77,060	82,723	90,407	108,694	94,690	116,785
	Capital Outlay	11,744	43,517	35,437	1,140,905	1,296,440	57,000	123,500
	Subtotal Net of Transfers	1,903,734	2,347,382	2,510,676	3,705,685	4,059,106	2,947,035	3,214,184
	TR to General Fund	68,250	68,250	68,250	68,250	68,250	68,250	68,250
	TR to Developer Deposits	0	0	0	0	0	0	0
	Total Golf	**$ 1,971,984**	**$ 2,415,632**	**$ 2,578,926**	**$ 3,773,935**	**$ 4,127,356**	**$ 3,015,285**	**$ 3,282,434**
Authorized Staffing	Head Golf Professional	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Assistant Golf Pro	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Grounds Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Assistant Grounds Supt	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Mechanic	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Senior Grounds Maintenance Wkr	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Food & Beverage Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Event Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Banquet Sales Coordinator	1.00	1.00	1.00	1.00	1.00	0.00	0.00
	Head Cook	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Head Line Cook	0.00	0.00	1.00	1.00	1.00	1.00	1.00
	Golf seasonal employees	6.62	6.62	6.62	6.62	6.62	6.62	6.62
	Grounds seasonal employees	5.70	5.70	5.70	5.70	5.70	5.70	5.70
	Food & Beverage Part-time staff	13.23	13.23	12.23	12.23	12.23	12.23	12.23
	Total Full Time Equivalents	**34.55**	**34.55**	**34.55**	**34.55**	**34.55**	**33.55**	**33.55**
Activity Measures	Total golf rounds	33,182	31,486	31,995	32,073	32,223	32,500	32,500
	Total resident rounds	12,000	10,000	11,000	10,500	10,200	10,500	10,500
	Season Passes	74	40	25	28	30	30	30
	Leagues	8	8	8	8	8	9	9
	Golf outings	60	60	60	40	45	45	45
	Non-golf banquet functions	115	151	175	165	216	210	210
	Junior Golf participants	20	20	20	20	40	60	60

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Program

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
None				
TOTALS	**$0**	**$0**	**$0**	**$0**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Program

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
	replace golf shop fixtures and displays	5,000	replacement	no	current fixtures have been in place since 1997
	TOTAL	**$5,000**			

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Program

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Seminars, Clinics, and Workshops Illinois sites and dates TBA Phil Lenz/Paul Galvan	500				500
PGA of America Professional Management Program Level 1 Paul Galvan	600				600
PGA Merchandise Show Orlando, Florida January 2026 Phil Lenz		750	750		1,500
TOTALS	**$1,100**	**$750**	**$750**	**$0**	**$2,600**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Program

Organization Name	New or Existing	Employee(s) Name	Cost
National Golf Foundation	Existing	Bartlett Hills	250
PGA of America	Existing	Phil Lenz	800
United States Golf Association	Existing	Bartlett Hills	125
Chicago District Golf Association	Existing	Bartlett Hills	400
Inter-Suburban Golf League (18 Hole Ladies League)	Existing	Bartlett Hills	100
PGA of America	Existing	Paul Galvan	430
		TOTAL	**$2,105**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5500 - Golf Program									
511000	Regular Salaries	204,630	218,449	215,843	248,427	248,432	275,166	11%	
511100	Overtime Salaries	4,580	5,700	409	0	3,500	500	-86%	
511200	Temporary Salaries	92,967	111,766	112,585	122,000	120,000	125,000	4%	
514000	Employee Retirement Contribution	45,957	47,557	43,510	54,443	54,443	62,058	14%	
515000	Employee Group Insurance	48,146	48,152	46,738	50,000	57,568	53,900	-6%	
	Total Personnel Services	396,280	431,624	419,085	474,870	483,943	516,624	7%	
522400	Service Agreements	28,340	53,475	66,898	68,000	66,000	70,000	6%	
523100	Advertising	2,810	309	7,559	4,000	5,000	6,000	20%	
523425	Handicapping Services	0	0	860	1,000	1,000	1,000	0%	
524100	Building Maintenance Services	27,118	12,559	59,775	25,000	35,000	35,000	0%	
524120	Utilities	27,722	46,499	47,438	46,000	40,000	46,000	15%	
529000	Other Contractual Services	53,189	2,575	2,100	3,000	3,000	88,200	2840%	Golf Cart Lease Payments
	Total Contractual Services	139,179	115,417	184,630	147,000	150,000	246,200	64%	
530100	Materials & Supplies	8,883	16,276	10,385	15,000	12,000	15,000	25%	
530110	Uniforms	0	0	441	2,000	2,000	2,500	25%	
532000	Automotive Supplies	13,580	12,618	14,886	15,000	12,000	15,000	25%	
532200	Office Supplies	387	116	669	500	500	500	0%	
532300	Postage	739	104	0	100	100	100	0%	
534200	Golf Cart Maintenance Materials	10,332	14,008	17,838	4,000	4,000	4,000	0%	
534300	Equipment Maintenance Materials	720	0	292	500	1,000	1,000	0%	
534330	Purchases - Bags/Head Covers	(310)	2,025	(115)	1,000	1,500	1,000	-33%	
534331	Purchases - Golf Shoes	3,438	3,707	2,682	4,000	4,000	4,000	0%	
534332	Purchases - Golf Balls	26,594	23,293	40,207	33,000	30,000	33,000	10%	
534333	Purchases - Golf Clubs	6,196	1,405	9,018	5,000	5,000	6,000	20%	
534334	Purchases - Golf Gloves	3,714	2,783	6,568	3,000	3,000	3,000	0%	
534335	Purchases - Misc Golf Merchandise	29,231	18,322	14,103	14,000	18,000	18,000	0%	
534336	Purchases - Rental Golf Clubs	0	8,235	0	0	0	0	0%	
534600	Building Maintenance Materials	457	0	496	1,000	2,000	2,000	0%	
	Total Commodities	103,961	102,892	117,470	98,100	95,100	105,100	11%	
541600	Professional Development	34	0	0	1,000	2,600	2,600	0%	
543101	Dues	540	150	175	1,500	2,105	2,105	0%	
546300	Bank Charges	32,170	36,765	40,848	44,000	42,000	45,000	7%	
546900	Contingencies	8,018	13,731	17,379	5,000	15,000	15,000	0%	
547030	Interest Expense	379	0	0	0	7,500	7,500	0%	
	Total Other Charges	41,141	50,646	58,402	51,500	69,205	72,205	4%	
570100	Machinery & Equipment	16,343	6,470	0	0	335,000	5,000	-99%	
	Total Capital Outlay	16,343	6,470	0	0	335,000	5,000	-99%	
590100	Transfer to General	68,250	68,250	68,250	68,250	68,250	68,250	0%	
590430	Transfer to Developer Deposits	0	0	0	0	0	0	0%	
	Total Transfers Out	68,250	68,250	68,250	68,250	68,250	68,250	0%	
Total Golf Program Expenses		**$765,154**	**$775,299**	**$847,837**	**$839,720**	**$1,201,498**	**$1,013,379**	**-16%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Program

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
522400	**Service Agreements**		**66,000**	**70,000**
	Security alarm/fire protection monitoring system (80% of clubhouse total)	11,000		
	Copy machine	3,000		
	Elevator service	4,000		
	HVAC/Refrigeration (80% of clubhouse total)	15,700		
	Point of Sale	2,500		
	Floor Mats	1,800		
	Simulator	3,000		
	GPS for golf carts	29,000		
		70,000		
524100	**Building Maintenance Service**		**35,000**	**35,000**
	Daily cleaning service 1,000/month (80% of clubhouse total)	9,000		
	Painting (70% of clubhouse total)	2,000		
	Carpet, drapery, and furniture cleaning (50% of clubhouse total)	2,000		
	Window cleaning (50% of clubhouse total)	1,100		
	Pest control (50% of clubhouse total)	600		
	Equipment repairs	11,000		
	Boiler testing	800		
	Backflow testing/certification	500		
	General Building	8,000		
		35,000		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Program

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
524120	**Utilities**		**40,000**	**46,000**
	Gas (80% of clubhouse total)	13,000		
	Electric (60% of clubhouse total which is 60% of total golf course bill)	33,000		
		46,000		
529000	**Other Contractual Services**		**3,000**	**88,200**
	Beverage Cart Lease	3,000		
	Golf Cart Lease	85,200		
		88,200		
530100	**Materials and Supplies**		**12,000**	**15,000**
	Misc. materials and supplies	4,000		
	Paper goods (80% of clubhouse total)	3,500		
	Cleaning Supplies(including locker room and towels)	2,000		
	Misc. Supplies(trash bags and containers, batteries, lightbulbs, etc.)	2,000		
	Scorecards	2,000		
	Pencils	1,000		
	Gift Cards	500		
		15,000		
532000	**Automotive Supplies**		**12,000**	**15,000**
	Oil	2,000		
	Gas (3714 gallons @ $3.50/gal)	13,000		
		15,000		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Program

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
534332	**Purchases - Golf Balls**		**30,000**	**33,000**
	Includes dozen boxes, counter displays, 4-ball and 6-ball sleeves	**33,000**		
534335	**Purchases - Misc. Golf Merchandise**	**18,000**	**18,000**	**18,000**
	Men's shirts, sweaters, vests, wind shirts, fleece, shorts, slacks, rain suits			
	Ladies' tops, sweaters, shorts, wind shirts, fleece			
	Misc. items such as caps, hats, tees, spikes, jewelry, sunglasses, books, tapes, socks, belts			
546300	**Bank Charges**	**45,000**	**42,000**	**45,000**
	Includes MC/Visa and Amex processing fees and gift cards			
546900	**Contingencies**	**15,000**	**15,000**	**15,000**
	Unanticipated expenses			

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Driving Range

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
	500 dozen new range balls	3,500	Replacement	no	increase range usage. typically a yearly purchase
	TOTAL	**$3,500**			

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5520 - Golf Driving Range									
511200	Temporary Salaries	5,363	5,565	6,101	7,000	6,000	7,000	17%	
514000	Employee Retirement Contribution	411	426	467	500	500	500	0%	
	Total Personnel Services	5,774	5,991	6,568	7,500	6,500	7,500	15%	
530100	Materials & Supplies	3,514	0	3,044	3,500	4,500	3,500	-22%	
	Total Commodities	3,514	0	3,044	3,500	4,500	3,500	-22%	
570100	Machinery & Equipment	11,598	4,435	4,690		2,000	3,500	75%	New Range Balls
	Total Capital Outlay	11,598	4,435	4,690	0	2,000	3,500	75%	
590610	Transfer to Vehicle Replacement	0	0	0		0	0	0%	
	Total Transfers Out	0	0	0	0	0	0	0%	
Total Golf Driving Range Expenses		**$20,886**	**$10,426**	**$14,302**	**$11,000**	**$13,000**	**$14,500**	**12%**	

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Grounds Maintenance

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
None				
TOTALS	**$0**	**$0**	**$0**	**$0**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Grounds Maintenance

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
1	none				
	TOTAL	**$0**			

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Grounds Maintenance

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Parking/Taxi	Total
none					
TOTALS	**$0**	**$0**	**$0**	**$0**	**$0**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Grounds Maintenance

Organization Name	New or Existing	Employee(s) Name	Cost
Golf Course Superintendents Association of America (GCSAA)	Existing	Matthew Giermak	575
Midwest Association of Golf Course Superintendents (MAGCS)	Existing	Matthew Giermak	230
Golf Course Superintendents Association of America (GCSAA)	Existing	Anthony Mazzone	275
		TOTAL	**$ 1,080**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5510 - Golf Grounds Maintenance									
511000	Regular Salaries	194,795	213,840	222,532	240,597	226,904	261,898	15%	
511100	Overtime Salaries	0	0	974	222	250	250	0%	
511200	Temporary Salaries	101,175	109,669	109,743	119,000	126,000	130,000	3%	
514000	Employee Retirement Contribution	43,941	45,994	44,990	51,446	51,446	60,408	17%	
515000	Employee Group Insurance	49,683	49,119	46,738	50,000	57,568	53,900	-6%	
	Total Personnel Services	389,594	418,622	424,977	461,265	462,168	506,456	10%	
522300	Uniform Rentals	1,744	1,717	1,134	1,377	750	750	0%	
522500	Equipment Rental	900	908	860	880	900	900	0%	
524120	Utilities	10,525	14,327	17,508	15,000	14,700	16,200	10%	
526000	Vehicle Maintenance	3,973	1,706	0	500	1,000	1,000	0%	
	Total Contractual Services	17,142	18,658	19,502	17,757	17,350	18,850	9%	
530100	Materials & Supplies	41,751	44,585	42,414	50,000	44,420	46,920	6%	
530150	Small Tools	1,879	988	5,198	801	1,000	1,000	0%	
532000	Automotive Supplies	23,830	21,112	19,674	22,000	23,150	21,538	-7%	
532200	Office Supplies	483	66	68	262	250	200	-20%	
534300	Equipment Maintenance Materials	24,620	19,885	26,149	19,000	19,830	22,830	15%	Rebuilding fairway mower cutting units. previous rebuild was 2010
534500	Grounds Maintenance Materials	22,414	27,141	34,382	26,400	26,470	24,535	-7%	
534600	Building Maintenance Materials	1,792	13,063	11,497	29,255	16,000	10,650	-33%	
534700	Tree Maintenance Materials	10,525	13,900	6,945	18,599	20,000	22,000	10%	
	Total Commodities	127,294	140,740	146,327	166,317	151,120	149,673	-1%	
541600	Professional Development	51	600	0	100	705	0	-100%	
543101	Dues	1,436	1,615	1,798	1,890	1,890	1,080	-43%	
546900	Contingencies	17,476	9,592	9,466	5,600	6,600	3,000	-55%	
	Total Other Charges	18,963	11,807	11,264	7,590	9,195	4,080	-56%	
570100	Machinery & Equipment	0	1,117,731	1,281,869	0	0	0	0%	
572000	Building & Grounds Improvements	7,496	12,269	9,881	57,000	64,500	115,000	78%	Capital Budget Projects
574800	Tree Purchases	0	0	0	0	0	0	0%	
	Total Capital Outlay	7,496	1,130,000	1,291,750	57,000	64,500	115,000	78%	
590610	Transfer to Vehicle Replacement	0	0	0	0	0	0	0%	
	Total Transfers Out	0	0	0	0	0	0	0%	
Total Golf Grounds Maintenance Expenses		**$560,489**	**$1,719,827**	**$1,893,820**	**$709,929**	**$704,333**	**$794,059**	**13%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Grounds Maintenance

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
524120	**Utilities**		**14,700**	**16,200**
	Gas @$500/month	6,000		
	Electricity @$850/month	10,200		
		16,200		
530100	**Materials & Supplies**		**44,420**	**46,920**
	Fairway fertilizer (25 acres @ $100/acre)	2,500		
	Greens fertilizer (22 acres @ $130/acre)	2,860		
	Tee fertilizer (17.5 acres @ $100/acre)	1,750		
	Rough fertilizer (30 acres @ $100/acre)	3,000		
	Fungicides (200 acres@ $100/acre)	20,000		
	Insecticides	1,000		
	Herbicides	2,000		
	Growth regulators	1,000		
	Pond algae control	3,000		
	Wetting agents	5,000		
	Soil Testing (OM246 and soil nutrients)	2,000		
	Greenkeeper records, performance data, pest risk, and weather data.	2,000		
	Misc. supplies (pond dye, sticker, defoamer, etc.)	400		
	Misc. shop supplies	410		
		46,920		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Grounds Maintenance

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
532000	**Automotive Supplies**		**23,150**	**21,538**
	Unleaded gasoline (3,250 gals. @ $3.50/gal)	11,375		
	Diesel fuel (2,618 gals. @ $3.50/gal)	9,163		
	Oil (10W-30 barrel @ $1000/barrel)	1,000		
		21,538		
534300	**Equipment Maintenance Materials**		**19,830**	**22,830**
	Emergency engine/electric motor repair or replacement	2,000		
	Battery replacement (20 batteries @ $60/battery)	1,300		
	Tire replacement (4 tires @ $80/tire)	320		
	Bedknife replacement (50 bedknives @ $54/bedknife)	2,800		
	Rotary blade replacement (15 blades @ $30/blade)	550		
	Reel replacement (3 reels @ $200/reel)	700		
	Belts	900		
	Hydraulic hose repair/replacement	1,340		
	Misc. bearing replacement	1,000		
	Filter (oil, air, fuel)	1,120		
	Misc. roller replacement (8 rollers @ $225/roller)	1,900		
	Misc. hardware for repairs	1,500		
	Rebuild mower cutting units	3,000		
	Misc. chemicals (grease, penetrating oils, degreasers, etc.)	2,000		
	Engine replacement parts (starters, coils, spark plugs, etc.)	1,400		
	Misc. equipment parts	1,000		
		22,830		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Grounds Maintenance

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
534500	**Grounds Maintenance Materials**		**26,470**	**24,535**
	Topdressing sand-greens (55 tons @ $55/ton)	3,025		
	Topdressing mix-tees/fairways (55 tons @ $45/ton)	2,475		
	Bunker sand-traps (50tons @ $55/ton)	2,750		
	Sod	2,000		
	Annual flowers/christmas decor	4,000		
	Irrigation pump house routine maintenance	1,510		
	Verti-Drain greens	2,500		
	Golf course supplies (garbage cans, flagpoles, flags, rope, etc.)	2,000		
	Irrigation supplies	200		
	Drainage supplies	200		
	Alarm monitoring	1,000		
	Nursery stock and supplies	1,000		
	Grass seed (200 lbs. @ $50/50lb bag)	200		
	Safety equipment - misc.	500		
	Gravel (5 tons @ $35/ton)	175		
	Miscellaneous maintenance supplies	1,000		
		24,535		
534600	**Building Maintenance Materials**		**16,000**	**10,650**
	Annual sprikler inspection	400		
	Annual fire alarm inspection	450		
	Dry chemical room inspection	500		
	Plumbing repairs	2,000		
	Dry sprinkler pipe repairs	5,000		
	Backflow preventer service	300		
	Miscellaneous maintenance building repairs	2,000		
		10,650		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Grounds Maintenance

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
534700	**Tree Maintenance Materials**		**20,000**	**22,000**
	Man & Machine hours (180 man hrs. @ $100/hr.)	18,000		
	Brush Clearing rental	4,000		
		22,000		
572000	**Building & Grounds Improvement**		**64,500**	**115,000**
	Cart path replacement	25,000		
	Kitchen Floor Coatings/Sealings	50,000		
	Veranda Stair Replacement	25,000		
	Install heat in halfway house and pump house	10,000		
	Tee box rebuild	3,000		
	Miscellaneous clubhouse grounds repairs	2,000		
		115,000		

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage Restaurant

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
None				
TOTALS	**$0**	**$0**	**$0**	**$0**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage Restaurant

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
	None				
	TOTAL	**$0**			

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage Restaurant

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Bassett and Food Handling Certifications				50	50
Foodservice Sanitation Manager Certifications				50	50
TOTALS	**$0**	**$0**	**$0**	**$100**	**$100**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage Restaurant

Organization Name	New or Existing	Employee(s) Name	Cost
None			
		TOTAL	**0**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5560 - Golf Restaurant									
511000	Regular Salaries	143,912	145,192	152,381	171,000	158,727	171,202	8%	
511100	Overtime Salaries	872	282	9	300	1,000	500	-50%	
511200	Temporary Salaries	73,938	85,863	86,110	98,000	90,000	90,000	0%	
514000	Employee Retirement Contributions	32,927	32,490	32,422	37,000	35,883	39,878	11%	
515000	Employee Group Insurance	30,120	33,288	32,716	30,700	34,541	32,340	-6%	
	Total Personnel Services	281,769	297,115	303,638	337,000	320,151	333,920	4%	
522400	Service Agreements	7,215	9,041	9,491	9,500	8,500	9,000	6%	
523100	Advertising	326	459	282	400	500	500	0%	
524100	Building Maintenance Services	300	1,204	1,656	2,500	2,000	2,000	0%	
524120	Utilities	3,742	5,910	6,871	7,000	7,000	7,000	0%	
	Total Contractual Services	11,583	16,614	18,300	19,400	18,000	18,500	3%	
530100	Materials & Supplies	6,042	6,227	7,018	9,000	9,500	9,000	-5%	
530110	Uniforms	533	242	456	500	400	500	25%	
532200	Office Supplies	330	150	539	300	300	300	0%	
534300	Equipment Maintenance Materials	0	54	0	0	0	0	0%	
534320	Food & Beverage Purchases	68,599	75,169	76,168	79,000	76,000	80,000	5%	
	Total Commodities	75,504	81,842	84,181	88,800	86,200	89,800	4%	
541600	Professional Development	43	15	0	100	200	100	-50%	
546300	Bank Charges	4,318	2,718	2,859	3,300	3,250	3,400	5%	
546900	Contingencies	1,612	4,756	6,811	2,000	6,000	6,000	0%	
	Total Other Charges	5,973	7,489	9,670	5,400	9,450	9,500	1%	
Total Golf Restaurant Expenses		**$374,829**	**$403,060**	**$415,789**	**$450,600**	**$433,801**	**$451,720**	**4%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage - Restaurant

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
534320	**Restaurant Food & Beverage Purchases** 44.4 % targeted food and beverage purchases	**80,000**	**76,000**	**80,000**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage Banquet

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
1	None				
	TOTAL	**$0**			

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage Banquet

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Bassett and Food Handling Certifications				100	100
Foodservice Sanitation Manager Certifications				100	100
TOTALS	**$0**	**$0**	**$0**	**$200**	**$200**

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5570 - Golf Banquet									
511000	Regular Salaries	224,668	215,994	231,565	250,000	233,045	254,755	9%	
511100	Overtime Salaries	6,490	1,058	1,294	500	2,000	1,000	-50%	
511200	Temporary Salaries	134,577	152,307	168,556	179,000	160,000	170,000	6%	
514000	Employee Retirement Contributions	53,548	51,560	53,182	55,000	55,210	62,121	13%	
515000	Employee Group Insurance	62,604	53,343	60,759	47,000	57,568	53,900	-6%	
	Total Personnel Services	481,887	474,262	515,356	531,500	507,823	541,776	7%	
522400	Service Agreements	26,848	31,687	36,816	37,000	28,000	38,000	36%	
522500	Equipment Rentals	5,748	4,416	9,157	8,000	4,500	9,000	100%	
523100	Advertising	19,580	19,579	27,649	20,000	23,000	23,000	0%	
524100	Building Maintenance Services	300	1,106	1,471	2,500	2,000	2,000	0%	
524120	Utilities	3,742	5,910	6,107	7,000	6,000	7,000	17%	
	Total Contractual Services	56,218	62,698	81,200	74,500	63,500	79,000	24%	
530100	Materials & Supplies	12,839	18,613	17,187	17,000	18,000	18,000	0%	
530110	Uniforms	519	242	417	300	300	300	0%	
532200	Office Supplies	899	489	995	1,000	700	1,000	43%	
534300	Equipment Maintenance Materials	0	54	79	0	0	0	0%	
534320	Food & Beverage Purchases	184,900	180,088	196,050	215,000	184,000	220,000	20%	
	Total Commodities	199,157	199,486	214,728	233,300	203,000	239,300	18%	
541600	Professional Development	43	0	28	200	200	200	0%	
546300	Bank Charges	12,395	14,232	17,654	20,500	16,000	20,500	28%	
546900	Contingencies	4,208	4,314	8,848	6,000	7,000	6,500	-7%	
	Total Other Charges	16,646	18,546	26,530	26,700	23,200	27,200	17%	
570100	Machinery & Equipment	0	0	0	0	0	0	0%	
	Total Capital Outlay	0	0	0	0	0	0	0%	
Total Golf Banquet Expenses		**$753,908**	**$754,992**	**$837,814**	**$866,000**	**$797,523**	**$887,276**	**11%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage - Banquet

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
522400	**Service Agreements**		**28,000**	**38,000**
	Maestranzi Knife	1,100		
	Linen	25,600		
	Great Lakes Service	1,400		
	Grease Trappers	800		
	Hood Cleaning	1,100		
	Ecolab	2,600		
	Western First Aid	300		
	Alpha Janitorial	900		
	Clubtec	3,600		
	HVAC/refrigeration (10% of clubhouse total)	600		
		38,000		
523100	**Advertising**		**23,000**	**23,000**
	The Knot	15,000		
	Zola	1,000		
	Eventbrite	1,000		
	Social Media boosting/optimization	3,000		
	Recruiting and Miscellaneous websites	3,000		
		23,000		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage - Banquet

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
530100	**Materials & Supplies**		**18,000**	**18,000**
	Food Service - Dish chemicals, paper products, silverware, china, smallwares, misc.	11,500		
	Bar Service - Napkins, straws, glassware, matches	1,500		
	Building Maintenance Materials	500		
	Furniture	500		
	Paper goods (10% of clubhouse total)	500		
	Flowers	3,500		
		18,000		
534320	**Banquet Food & Beverage Purchases**	**184,000**	**184,000**	**220,000**
	23.9% targeted food and beverage purchases			
546300	**Bank Charges**	**16,000**	**16,000**	**20,500**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage Midway

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
	None				
	TOTAL	**$0**			

GOLF EXPENSES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5580 - Golf Midway									
511200	Temporary Salaries	23,568	27,485	31,890	36,000	31,000	37,000	19%	
514000	Employee Retirement Contributions	2,784	2,884	3,136	3,100	3,372	3,200	-5%	
	Total Personnel Services	26,352	30,369	35,026	39,100	34,372	40,200	17%	
524100	Building Maintenance Services	0	592	0	0	0	0	0%	
	Total Contractual Services	0	592	0	0	0	0	0%	
530100	Materials & Supplies	1,923	1,241	1,448	1,300	1,700	1,500	-12%	
534300	Materials To Maintain Other Equip	0	0	0	0	0	0	0%	
534320	Food & Beverage Purchases	61,566	76,210	78,492	79,000	78,000	81,000	4%	
	Total Commodities	63,489	77,451	79,940	80,300	79,700	82,500	4%	
546300	Bank Charges	0	1,919	2,828	3,500	2,700	3,800	41%	
	Total Other Charges	0	1,919	2,828	3,500	2,700	3,800	41%	
570100	Machinery & Equipment	0	0	0	0	0	0	0%	
	Total Capital Outlay	0	0	0	0	0	0	0%	
Total Golf Midway Expenses		**$89,841**	**$110,331**	**$117,794**	**$122,900**	**$116,772**	**$126,500**	**8%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Golf Food & Beverage - Midway

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
534320	**Purchases - Food & Beverage** 30% targeted food and beverage purchases	**78,000**	**81,000**

VILLAGE OF BARTLETT | POLICE

The Police Department utilizes a number of programs for the public safety and welfare of Bartlett residents and visitors. It is divided into two divisions, each under the command of a deputy chief. These divisions are support services and operations.

CYBER READINESS

In response to growing cyber threats, the department developed an in-house Cyber Incident Tabletop Exercise simulating a ransomware attack and testing real-time decision-making and interdepartmental coordination. IRMA requested the exercise be shared with other municipalities as a best-practice model, and the department presented insights at IRMA's ITCC meeting.

DATA-DRIVEN TRAFFIC ENFORCEMENT

Targeted traffic enforcement and education efforts earned the department second place statewide in the Illinois Traffic Safety Challenge for agencies with 51–65 officers. Officers also conducted joint commercial vehicle enforcement with Illinois State Police, IDOT, and Commerce Police.

GIVING BACK

Police Department personnel participated in several fundraising events to support Special Olympics raising more than $17,000. The department also coordinated several donations drives for food, diapers, toys, and coats which were provided to Hanover and Wayne Townships to distribute to local and surrounding residents in need

SAFETY AT COMMUNITY EVENTS

The Police Department supported major community events throughout the year, including the Fourth of July Festival, ensuring public safety through coordinated planning, staffing, and real-time response.

TECHNOLOGY

The police department uses technology such as Flock license plate readers, Urban SDK traffic data collection software, and Cellebrite phone extraction software to address traffic safety concerns and assist in criminal investigations. These tools were used to address areas where traffic safety concerns were received from residents and assisted in several investigations to include a kidnapping, shooting, and a home invasion

TRAINING & PREPAREDNESS

Police Department personnel received over 14,000 hours of advanced training which focused on leadership development, criminal investigation strategies, de-escalation techniques, active threat response, and officer wellness

NATIONAL RECOGNITION

The department earned statewide and national recognition, including third place nationwide for National Night Out in the 15,000–50,000 population category and multiple life-saving, patrol, and community service commendations.

NEW POLICE CHIEF HIRED

Ryan Conway was hired as Bartlett's new chief of police in June and was sworn in on July 1 following the retirement of Chief Pretkelis. Conway most recently served as deputy chief of operations in Wheaton and began his law enforcement career as an intern with the Bartlett Police Department in 2004.

GRANTS & RESOURCES

The Police Department secured and utilized multiple grants thorough IDOT, DOJ, and IRMA totaling more than $75,000. These funds were used to support traffic safety, equipment, and training initiatives.

POLICE

Department Description

The Police Department is responsible for safeguarding the community through proactive patrol, criminal investigations, emergency response, traffic safety, community engagement, and administrative support services. The department is committed to maintaining public safety, promoting trust, and delivering high-quality service to residents, visitors, and businesses.

The department is organized into two major operational divisions; Operations Division and Support Division which work collaboratively to ensure effective law enforcement services, accountability, and community partnership.

2026/27 Budget Highlights

The FY 2026/2027 Police Department budget strengthens both community quality of life and workforce capacity, two core pillars of the Village of Bartlett's Strategic Plan. The requested budget represents an overall increase of 8% from the prior fiscal year.

Workforce investments include contractual salary adjustments, increased retirement contributions, and updated crossing guard hours of pay to ensure safer school crossings. These changes support a satisfied, engaged, and stable workforce, reduce turnover, and ensure the Department has the staffing capacity needed to meet service demands. Additional investments in equipment, fleet setup, and vehicle maintenance further reinforce organizational resilience by ensuring officers have safe, reliable tools and vehicles to perform their duties.

Quality of life enhancements are reflected in increased service agreements, primarily driven by the full implementation of DACRA, along with technology upgrades that support evidence-based policing. Community relations funding remains strong to support ongoing outreach, transparency, and engagement, while improved communication tools help ensure consistent and coordinated interaction with residents.

Fleet investments, including the setup of five new patrol vehicles, enable the Department to meet service demand, maintain response times, and continue providing high-quality public safety services to the community.

Overall, this budget prioritizes efficient operations, modern technology, community trust, and a prepared and resilient workforce. The 8% increase is largely driven by contractual obligations, pension requirements, and essential operational needs, ensuring the Police Department continues to contribute meaningfully to Bartlett's quality of life and long-term stability.

The police department is requesting to utilize $288,978 in equitable sharing funds for the following expenses:

Capital Outlay:
Flock License Plate Readers (5) - $17,500
Gray Key - $14,000
Stalker Lidar Radar Units (4) - $7,440
Intoximeter EC-IR 2 (1) - $10,970
Ballistic Patrol Shields - $11,000

Service Agreements:
Mobile Video Recorders - $54,868 (Year 4 of 5)
Body Worn Cameras – $100,000 (Year 4 of 5)
Taser 10 Conducted Electrical Weapons - $24,200 (Year 4 of 5)
Flock License Plate Readers Annual Agreement - $49,000

2026/2027 Strategic Plan

Strategic Priority – Quality of Life

Goal: Expand Civic Engagement Opportunities – Inviting residents to participate meaningfully strengthens local decision making to ensure that it reflects the community, improves transparency and accountability and results in better-informed policies and programs.

- **Action Item:** Develop a coordinated active threat preparedness and response training program to present for village residents, business owners, schools and religious entities.
- **Action Item:** Develop and implement a coordinated Senior Safety and Outreach Program focused on protecting the health, safety, and welfare of the senior population in the Village of Bartlett. This initiative will emphasize proactive safety education, fraud and crime prevention, and direct connection to appropriate community and area resources.

Goal: Coordinated Community Engagement - Coordinated engagement ensures that communications are consistent, clear, and aligned with the village's vision. Engaging the community brings in broad perspectives, local knowledge and creative ideas. It leads to better-informed policies and projects that are more likely to succeed and be supported.

- **Action Item:** Enhance resident's quality of life by proactively educating the community on current crime and fraud trends, prevention strategies, and available police resources through coordinated, accessible education seminars.
- **Action Item:** Strengthen community trust by hosting neighborhood roll-calls throughout the Village, providing residents with direct insight into police operations, available resources, and public safety priorities.

Goal: Evidence-Based Safety Engagement - Using evidence-based safety engagement means making public safety decisions and outreach efforts based on data, research, and proven practices – not just assumptions or traditions. It helps the village to allocate resources where they are most needed, make smarter, more effective decisions about programs and services, and better adapt to emerging challenges.

- **Action Item:** Enhance roadway safety and improve quality of life through proactive, data-driven traffic enforcement.
- **Action Item:** Reduce residential 85th percentile speeds and improve roadway safety throughout the Village.

POLICE

Strategic Priority – Workforce

Goal: Satisfied and Engaged Workforce – Fostering engagement among employees is a community benefit because it leads to better service delivery, faster response times and more innovative solutions. It reduces the cost and disruptions of hiring, recruiting and training new staff frequently, and makes the overall organization resilient and adaptable.

- **Action Item:** Implement term limits for Specialty Assignments.
- **Action Item:** Revise and expand the Bartlett Board of Fire and Police Rules and Regulations to streamline the hiring process and enhance the promotional process, ensuring the recruitment and advancement of the most qualified candidates.

Goal: Staff Capacity to Meet Service Demands – Without adequate staffing, services like public safety, permitting, inspections and public works can slow down, residents may experience delays in services. Staffing capacity allows the village to scale and adapt to better meet needs effectively.

- **Action Item:** Propose and implement a full-time Civilian Training Coordinator position to centrally manage and document all mandated and departmental training, ensure compliance with ILETSB and SAFE-T Act requirements, support structured career development planning, reduce training-related overtime and liability exposure.

Goal: Organizational Resilience – Organizational resilience is the ability of a community, government, or organization to withstand, adapt to, and recover from disruptions – whether they're sudden crises or long-term challenges. For a municipal organization, resilience is especially important. Supporting a healthy, sustainable work environment, building staff expertise and cross departmental collaboration and maintaining continuity of operations directly impacts the quality, reliability and responsiveness of village operations.

- **Action Item:** Develop and implement an updated Training and Career Development policy and procedure.
- **Action Item:** Propose a comprehensive officer wellness program that promotes mental health, physical fitness, stress management, and peer support resources.

2025-26 Highlights

Cybersecurity Preparedness Tabletop Exercise: In response to the growing threat of cyberattacks targeting public agencies, we developed an in-house, zero-cost Cyber Incident Tabletop Exercise simulating a full-scale ransomware attack. The scenario involved department-wide system disruptions and a fictitious $30,000 Bitcoin ransom demand from "CryptWolf," testing real-time decision-making, interdepartmental coordination, and overall cyber readiness. The exercise strengthened cross-department collaboration, enhanced communication under pressure, and fostered a stronger culture of cyber awareness**.**

IRMA Innovative Risk Management Award and Recognition: The Village applied for the IRMA Innovative Risk Management Award. While not selected for the award, IRMA requested our Firewall Fallout Ransomware Tabletop Exercise be shared with other

municipalities as a model for best practices. Additionally, the department was invited to present insights from the exercise at IRMA's November ITCC meeting, where John Peebles led the presentation.

IRMA Grant Reimbursement: $13,242.56 (Cyber preventative measures, traffic vests, fitness equipment, rapid response medical bags, AED batteries, and fire extinguishers).

New School Resource Officer at Hawk Hollow Middle School: A new School Resource Officer (SRO) has been assigned to Hawk Hollow Elementary School, focusing on building positive relationships with students, staff, and families. The officer's presence reinforces safety, provides mentorship, and strengthens the partnership between the Police Department and the school community through daily engagement, classroom interactions, and participation in school events.

FLOCK Program: Our department continues to see significant value and growth in the FLOCK program. Some of the highlights include: The installation of six additional FLOCK cameras, a successful use of FLOCK to track a suspect vehicle involved in a home invasion and kidnapping investigation, a successful use to identify and track a vehicle used in a road-rage incident in which a firearm was displayed, and the successful identification of the offending vehicle used in a shooting into a residence.

Integration of DACRA TECH Software: The police department has successfully integrated the DACRA system into daily operations. This implementation enhances electronic ticket writing across all three counties, reporting accuracy, and data accessibility, streamlining workflows across departments. Integration supports more efficient decision-making, improves information sharing, and strengthens our overall operational effectiveness.

Fourth of July Festival: The Fourth of July Festival and Parade ran seamlessly, reflecting effective planning, strong interdepartmental coordination, and proactive public safety measures. Community participation was high, and the event provided a safe and enjoyable celebration for all attendees.

Drone Program: The department's drone program has achieved notable success this year as the team expanded its membership, increased training opportunities with partner agencies, and enhanced operational procedures. This program has aided in locating multiple runaway students on separate incidents from one of our schools, assisting other agencies with drone deployments during in-progress calls for service, recording more than 30 hours of flight time during the Fourth of July festivities, and achieving a 400% increase in total drone deployments within the last year.

Enhanced Police Recruitment Efforts: The department stepped up recruitment initiatives by revamping the police recruiting website, creating a user-friendly, simple, and engaging experience that includes employee testimonials, a clear hiring process, benefits information, and a dedicated veteran's section. Recruitment outreach was further strengthened through an updated display

banner at career fairs, enhancing engagement with prospective candidates.

Grant Reimbursements: The IDOT Sustained Traffic Enforcement Program (STEP) grant began on October 1, 2025, and will run through September 30, 2026. The police department was awarded $32,466.00 for the October 2024 – September 2025 grant period and $43,342.95.00 for the October 2025 – September 2026 grant period.

The police department was awarded $6,140.00 for reimbursement for bulletproof vest purchases and replacements since May 2025.

Fundraising/Donating Events: The police department personnel participated in the Law Enforcement Torch Run, Polar Plunge, and Cop on a Rooftop fundraising event, raising $17,559.75 to support Special Olympics Illinois athletes.

The police department organized several events to collect donated items for families in need to include Cupid Diaper Drive, Thanksgiving Squad Stuffing Food Drive, Winter Coat Drive, and Holiday Toy Drive.

Recognition: The police department received a Certificate of Appreciation from the Illinois Department of Transportation for our efforts in roadway safety and enforcement.

Over the past year, the Bartlett Police Department demonstrated outstanding performance, earning 3rd place nationwide in the 15,000–50,000 population category for National Night Out. This recognition reflects the collective hard work, professionalism, and strong teamwork displayed by personnel at every level. The department's commitment to excellence, problem-solving, and continuous improvement contributed directly to this achievement. This accomplishment reinforces our ongoing efforts to provide high-quality service to the community and motivates us to return even stronger in the coming year.

Initiatives: The police department launched a new program which allows citizens to enter "At-Risk" residents into our Frontline database, greatly assisting police officers when responding to calls for service involving one of these residents.

Commercial Vehicle Ordinance: In October 2025, the Village Board passed a new commercial vehicle ordinance to assist the police department with ongoing issues involving commercial vehicles using unauthorized routes throughout the village. This measure was implemented to promote safety on our roadways and enhance overall traffic compliance within the community.

Traffic Safety Challenge: The Bartlett Police Department was awarded 2nd place in the municipal police category for departments with 51-65 officers. This prestigious award recognizes the department's efforts to address three key traffic safety priorities: occupant protection, speeding, and impaired driving. The program encourages police agencies to establish goals, develop effective traffic safety initiatives, share best practices, and highlight Illinois' top-performing traffic safety programs.

POLICE

Commercial Vehicle Joint Truck Enforcement: On October 1, 2025, and November 19, 2025, the police department conducted joint truck enforcement initiatives with the Illinois State Police, Illinois Department of Transportation, and the Illinois Commerce Police to address overweight violations and safety concerns involving commercial vehicles.

Citizen Police Academy: During 2025, the police department conducted three citizen police academy classes, each serving a different group. The first was a joint program with the Bartlett Fire Protection District, which graduated 15 students. The second was an internship program in partnership with the Alignment Collaborative for Education, providing a month-long June academy for 10 students. Finally, the police department hosted the adult citizen police academy from September through November, graduating 14 participants.

Patrol Unit Citations: On June 6, officers responded to a report of a suicidal individual who had barricaded themselves in a bathroom. Upon learning that the subject was an active-duty military member, officers with military backgrounds used their shared experience to build rapport and de-escalate the situation. The individual ultimately exited the bathroom safely and was transported to the hospital for further psychological care.

On August 29, officers responded to a disturbance involving an individual experiencing severe mental health crisis who was burning property, pouring gasoline on themselves, and threatening self-harm. The individual subsequently barricaded themselves inside the residence. Through tactical skills and CIT training, officers negotiated a peaceful surrender without incident.

Life Saving Award: On October 16, officers were dispatched to a cardiac arrest incident at Bartlett Hills. Officers immediately initiated CPR and deployed an AED. Due to their prompt and effective lifesaving actions, the individual was transported to the hospital and survived.

Civilian Employee of the Year: Evidence Property Custodian and Court Liaison Officer Mark Doyle has been selected as the Bartlett Police Department's 2024 Civilian Employee of the Year. Throughout a year marked by major staffing changes, Mark provided steady leadership, mentoring new personnel and ensuring continuity in critical evidence and property operations. Despite increased responsibilities, he continued to support community engagement efforts and consistently upheld the department's standards. His reliability, professionalism, and dedication to both the agency and the community truly reflect the highest ideals of public service.

Spirit Award: Officer Caitlin Hinds received the 2024 Spirit Award for her outstanding positivity, commitment, and community impact. Over the past year, she supported Special Olympics through Cop on a Rooftop and the Torch Run, helping the department raise over $12,000. She also devoted extensive time to department-sponsored community events, including National Night Out, the Citizen Police

Academy, recruitment fairs, Books with Badges, Trunk-or-Treat, and the Annual Toy Drive.

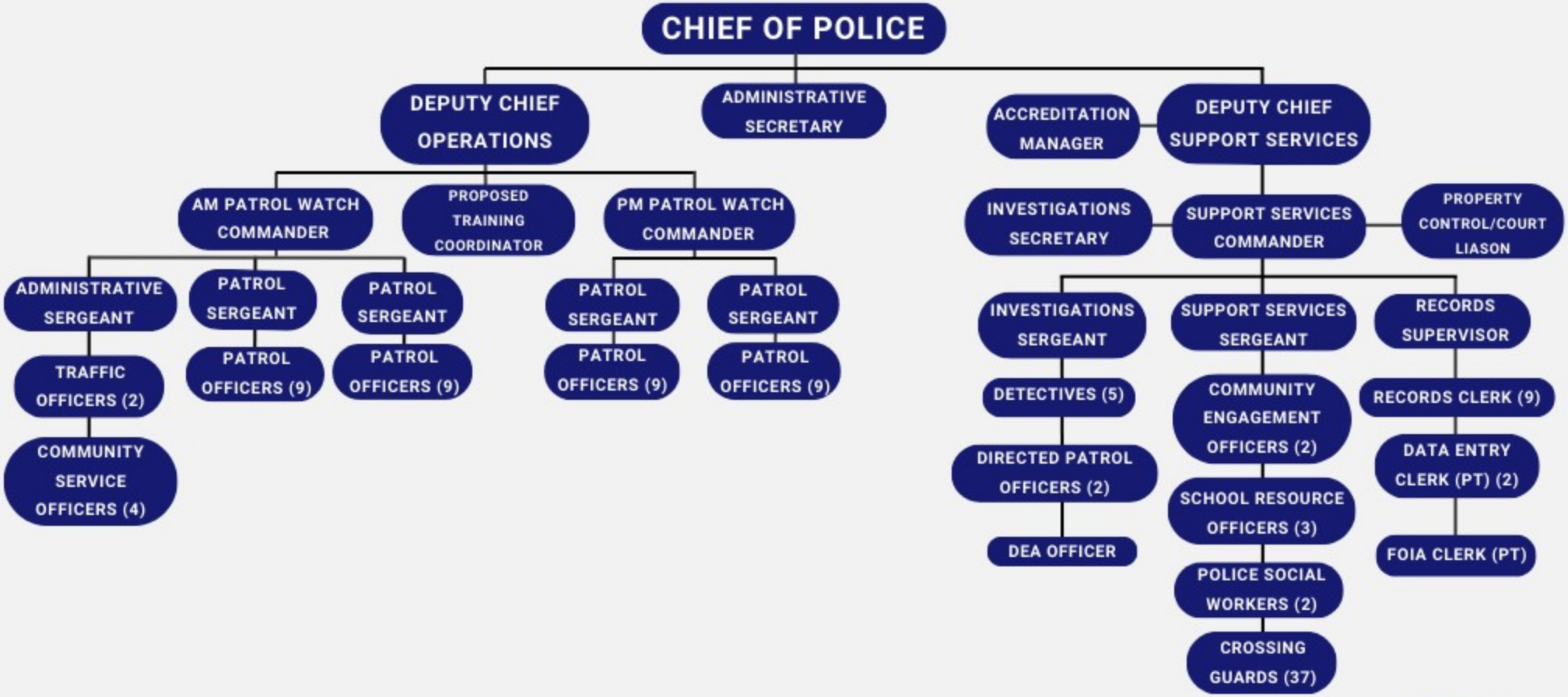
Beyond her community involvement, Officer Hinds strengthens daily connections through her patrol work and brings her military-inspired focus on camaraderie to the shift, organizing celebrations and themed events that enhance morale. Her enthusiasm, service, and dedication make her a vital part of both the department and the community.

Police Officer of the Year: Officer Jason Amore was selected as the Bartlett Police Department's 2024 Police Officer of the Year for his outstanding leadership, professionalism, and commitment to developing others. As an instructor and Field Training Officer, he played a key role in preparing new officers, consistently demonstrating exceptional skills and judgment, especially during high-stress incidents and training initiatives.

In 2024, Officer Amore further advanced his capabilities by becoming certified on the TASER 10 system and completing Gracie Survival Tactics training. His dedication to continuous improvement, officer safety, and service to the community exemplifies the high standards of the department.

VILLAGE OF BARTLETT

POLICE DEPARTMENT ORGANIZATIONAL CHART



STAFFING:
SWORN MEMBERS: 64
FT CIVILIAN MEMBERS: 17
PT CIVILIAN MEMBERS: 3
SEASONAL CIVILIAN MEMBERS: 37

Department Leadership & Command Staff

Chief of Police

The Chief of Police provides executive leadership, strategic planning, and administrative oversight for all police operations. Responsibilities include managing the department budget, directing policy development, ensuring regulatory and legal compliance, overseeing personnel matters, and maintaining interagency partnerships. The Chief directly supervises the Operations and Support Division Deputy Chiefs along with the Administrative Assistant and serves as the primary liaison to Village leadership and the community.

Administrative Assistant

The Administrative Assistant supports the administration division through document preparation, scheduling, internal and external communications, project coordination, recordkeeping, and customer service. This position enhances workflow efficiency and serves as a central point of contact for administrative inquiries.

Deputy Chief Operations

The Deputy Chief of Operations provides executive leadership and strategic oversight for all operational functions within the Police Department. The Deputy Chief of Operations provides leadership and oversight for all patrol units. Responsibilities include supervising shift commanders and sergeants; managing staffing, scheduling, and daily operations; and overseeing programs such as FTO, emergency management, special events, interagency liaison efforts, bike patrol, DRE, and Crossing Guards. The Deputy Chief also handles report approvals, fleet and equipment oversight, audits, internal reviews, use-of-force and pursuit evaluations, and personnel mentoring, while serving as a liaison for frontline operations and ensuring effective departmental coordination.

Deputy Chief Support Services

The Deputy Chief of Support Services oversees the administrative, logistical, and technical divisions that provide essential support to police operations. The Deputy Chief of Support Services provides leadership and oversight for all investigation, records, community engagement, accreditation and support functions. Responsibilities include supervising the Support Division Commander, Investigations Sergeant, Support Services Sergeant, Accreditation Manager and associated staff; managing case oversight, internal inquiries, and compliance activities; and overseeing specialized units including detectives, community engagement, directed patrol, social workers, and school resource officers. The Deputy Chief also coordinates recruitment, background investigations, citizen and community programs, FOIA/FOID compliance, audits, property control, officer wellness, while providing coaching, mentoring, and guidance to ensure efficient and effective departmental operations.

Each Division Deputy Chief provides leadership and oversight for their respective division and ensures the coordination of daily operations, personnel management, training, community relations,

and budget administration. Division Commanders supervise sergeants, supervisors, and support personnel assigned to the respective Operations and Support Divisions.

SUPPORT DIVISION

Division Overview

The Support Division provides investigative, administrative, and community engagement services essential to the department's long-term effectiveness. This division manages criminal investigations, youth and community programs, records and FOIA processing, property control, accreditation and policy development, and social services. Support Division personnel strengthen organizational accountability, ensure regulatory compliance, and support the department's mission through specialized and administrative functions.

The Support Division is led by the Support Division Commander and includes the investigations section, support services section, records, property control, and administrative support staff.

Accreditation Manager

The Accreditation Manager ensures the Police Department meets professional standards and maintains accreditation compliance. Duties include developing and reviewing policies, overseeing the accreditation process, maintaining records, and serving as liaison to CALEA. The position also conducts research and analysis, prepares reports, coordinates training, assists command staff with program planning, manages grant documentation, supports regulatory inspections, and produces the department's annual report, ensuring efficient operations and continued accreditation.

Support Division Commander

The Support Division Commander oversees the department's investigative and administrative functions, ensuring consistent case management, policy compliance, and coordination of specialized units. Responsibilities include overseeing Investigations and Support Services Sergeants, conducting internal inquiries, supervising hiring and background investigations, providing coaching and mentorship, and completing personnel evaluations. The Commander also serves as the Bartlett Fire and Police Commission liaison and supports department-wide operational planning.

Positions Reporting to the Support Division Commander

- Investigations Sergeant
- Support Services Sergeant
- Records Supervisor
- Administrative Professional (Investigations)
- Court/Property Officer

INVESTIGATIONS SECTION

Section Overview

The Investigations Section is responsible for follow-up investigations, targeted enforcement, and specialized casework. The section manages criminal cases requiring detailed analysis, long-term investigative strategies, and coordination with local, state, and federal partners. Detectives and specialized units work to ensure that serious crimes are thoroughly investigated and resolved.

Investigations Sergeant

The Investigations Sergeant supervises Detectives, the Directed Patrol Unit, and the Task Force Officer. Responsibilities include managing case assignments, overseeing FOID revocations, compliance checks, OAF audits, and sex offender/parole registration. The Sergeant conducts performance evaluations, mentors investigative personnel, manages background investigations, and oversees internal inquiries and discipline within the unit. The Investigations Sergeant also supports on-call response for major incidents and coordinates investigative resources as needed.

Positions Reporting to the Investigations Sergeant

- Detectives (5)
- Directed Patrol Unit (2)
- Task Force Officer (1)

Administrative Support (Within Support Division)

Records Supervisor

The Records Supervisor oversees the management, organization, and processing of police records. Responsibilities include FOIA compliance, data accuracy, records retention, internal auditing, and coordination with law enforcement databases. This position ensures timely access to information while maintaining confidentiality and legal compliance. The Records Supervisor oversees scheduling and staffing of the records division, conducts evaluations, addresses citizen complaints, and manages staffing and scheduling for the records division. The Supervisor serves as a coach and mentor to all records staff.

Positions Reporting to the Records Supervisor

- Records Clerks (9)
- Part-Time FOIA Clerk (1)
- Part-Time Data Entry Clerk (1)

Records Clerk

The Records Clerk supports the Police Department by processing, maintaining, and organizing a wide range of police records and reports. Key duties include data entry, filing, preparing documents, and assisting department staff and the public with information

requests in accordance with regulations. The role also supports training or emergency needs when acting as the senior Clerk.

Additional responsibilities include handling calls from the public, relaying information to officers, preparing court-related paperwork, coordinating officer court dates, and maintaining the department's warrant and records systems. The position ensures accurate, timely, and secure management of critical police records. There are three different shifts for records, as it functions 24 hours per day.

Part-Time FOIA Clerk

The FOIA Clerk processes confidential and time-sensitive FOIA requests, ensuring all responses comply with state laws and required exemptions. The position requires annual FOIA Officer certification and ongoing training to stay current on the Freedom of Information Act, body-camera regulations, and relevant PAC opinions. Duties include interpreting exemptions, performing redactions, and reviewing sensitive audio and video files—often containing graphic content—to ensure accurate and lawful disclosure.

Part-Time Data Entry Clerk

The Data Entry Clerk supports the Police Department's Records Section by accurately entering, updating, and maintaining sensitive law enforcement data. Responsibilities include processing reports, verifying information for completeness and accuracy, and ensuring records are properly organized and accessible. The role requires attention to detail, adherence to confidentiality and departmental policies, and the ability to work efficiently with various record management systems to support timely and reliable police operations.

Administrative Professional

The Administrative Professional supports the investigations division operations through document preparation, scheduling, internal and external communications, project coordination, recordkeeping, and customer service. This position enhances workflow efficiency and serves as a central point of contact for administrative inquiries.

Property Custodian/Court Officer

The Property Custodian/Court Officer manages physical evidence and personal property, ensuring proper storage, chain of custody, and compliance with departmental directives and state law. The role also serves as the primary liaison to the courts, preparing schedules and documents, supervising personnel in the courtroom, and maintaining professional communication with court officials. Additional duties include processing abandoned or seized vehicle paperwork, maintaining inventory, and preparing operational reports, supporting both evidence integrity and efficient court operations.

POLICE

SUPPORT SERVICES SECTION

Section Overview

The Support Services Section provides community-oriented programs, youth services, mental health support, school safety functions, and engagement activities that strengthen relationships between law enforcement and the community. This section supports crime prevention, public education, and service delivery through specialized personnel.

Support Services Sergeant

The Support Services Sergeant oversees the Community Engagement Unit, Police Social Workers, and School Resource Officers. Responsibilities include coordinating the Citizen Police Academy, internship program, recruitment initiatives, crisis intervention training (CIT), elderly services programming, BC3 programs, and ride-along activities. The Sergeant serves as liaison to Parkland, Maryville, and Deere Park, administers the Officer Wellness Program, supports public school partnerships, and conducts mentoring, evaluations, and internal inquiries.

Positions Reporting to the Support Services Sergeant

- Community Engagement Officers (2)
- Police Social Workers (2)
- School Resource Officers (3)

OPERATIONS DIVISION

Division Overview

The Operations Division is the primary provider of frontline police services, including patrol operations, emergency response, traffic safety, and community-based problem solving. The division ensures 24/7 staffing, maintains visibility in the community, and responds to calls for service. Operations personnel are responsible for proactive policing, crime deterrence, and immediate response to emergencies.

The Operations Division is led by the Day Shift Commander, Night Shift Commander, the Administrative Sergeant and the four Patrol Sergeants, each overseeing elements of daily field operations.

Day Shift Commander

The Day Shift Commander oversees daytime patrol operations and supervises two Patrol Sergeants and the Administrative Sergeant. Responsibilities include managing special events, coordinating with DuCOMM, overseeing emergency management functions, serving as ILEAS/IMAT representative, supervising fleet maintenance. The commander oversees scheduling and staffing of the patrol division, facility checks, reviewing use-of-force and pursuit incidents, conducting evaluations, addressing citizen complaints, and managing staffing and scheduling for the night shift. The Commander serves as a coach and mentor to supervisory staff and officers.

Positions Reporting to the Day Shift Commander

- Patrol Sergeants (2)
- Administrative Sergeant (1)

Night Shift Commander

The Night Shift Commander oversees nighttime patrol operations, supervising two Patrol Sergeants and ensuring consistent service delivery during evening and overnight hours. Responsibilities include managing the FTO Program, coordinating extra-duty assignments, overseeing the Facility Dog Program, and supervising U-Visa processing. The commander oversees scheduling and staffing of the patrol division, facility checks, reviewing use-of-force and pursuit incidents, conducting evaluations, addressing citizen complaints, and managing staffing and scheduling for the night shift. The Commander serves as a coach and mentor to supervisory staff and officers.

Positions Reporting to the Night Shift Commander

- Patrol Sergeants (2)

Operations Administrative Sergeant

The Operations Administrative Sergeant supervises the Traffic Unit and Community Service Officers. Responsibilities include serving as the FTO Coordinator, overseeing the Crossing Guard Program, coordinating the Axon program, coordinating DACRA administrative processes, addressing traffic complaints, overseeing the Evidence Technicians, and coordinating Bike Patrol and the DRE Program. The Sergeant also provides supervisory relief, mentors staff, conducts evaluations, and manages internal inquiries and discipline.

Positions Reporting to the Operations Administrative Sergeant

- Traffic Unit Officers (2)
- Community Service Officers (4)
- Crossing Guards

PATROL SUPERVISION

Patrol Sergeants

Patrol Sergeants provide direct supervision to Patrol Officers, ensuring professional delivery of police services. Responsibilities include report approvals, daily shift briefings, equipment audits, handling Frontline and traffic service requests, managing daily lineups and scheduling adjustments, overseeing BWC/MVR audits, conducting evaluations, addressing complaints, reviewing use-of-force incidents, and mentoring officers. Sergeants also conduct internal inquiries and enforce departmental standards.

Positions Reporting to the Patrol Sergeants

- Patrol Officers (9)

POLICE SUMMARY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 9,324,893	$ 9,570,086	$ 10,888,062	$ 10,622,027	$ 11,131,289	$ 11,976,408	$ 13,110,038
	Contractual Services	732,254	943,710	946,019	1,070,283	1,158,977	1,435,754	1,325,824
	Commodities	247,156	316,512	344,084	344,430	324,280	367,880	410,374
	Other Charges	150,098	229,807	245,676	365,187	264,063	273,934	302,299
	Capital Outlay	95,096	87,115	103,163	233,216	239,843	356,808	364,958
	Subtotal Net of Transfers	10,549,497	11,147,230	12,527,004	12,635,143	13,118,452	14,410,784	15,513,493
	Central Services Allocation	550,556	588,412	588,412	626,973	716,702	654,330	776,894
	Vehicle Replacement Allocation	301,952	266,818	268,647	232,000	232,000	182,000	182,000
	Total Police	**$ 11,402,005**	**$ 12,002,460**	**$ 13,384,063**	**$ 13,494,116**	**$ 14,067,154**	**$ 15,247,114**	**$ 16,472,387**
Authorized Staffing	Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Deputy Chief	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Commander	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	Sergeant	7.00	7.00	7.00	7.00	7.00	7.00	7.00
	Police Officer	46.00	48.00	50.00	50.00	50.00	50.00	51.00
	Administrative Assistance	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Accreditation Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Administrartive Professional	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Records Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Records Clerk	9.00	9.00	9.00	9.00	9.00	9.00	9.00
	Evidence Custodian / Court Ofc.	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Community Service Officers	4.00	4.00	4.00	4.00	4.00	4.00	4.00
	Training Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	1.00
	Total Full Time Equivalents	**77.00**	**79.00**	**81.00**	**81.00**	**81.00**	**81.00**	**83.00**
Activity Measures	Calls for Service/Self-Initiated Fi	35,068	32,626	34,728	38,632	46,386	50,254	48,000
	Incident Reports	4,611	6,840	4,912	4,426	4,538	5,316	5,200
	Court Cases	4,752	2,903	2,269	2,618	2,662	2,964	2,700
	Alarms	672	710	782	869	872	1,200	1,000
	Investigations	146	133	125	122	149	150	150
	Traffic Contacts	6,594	6,420	8,372	7,525	10,050	12,044	13,000
	Community Engagement Events	822	517	345	398	388	496	500
	Training hours	9,142	12,607	14,372	17,265	13,208	14,180	15,000
	Part I & II arrests	571	725	740	394	452	500	550
	Part I & II crimes	N/A	1,263	1,188	873	832	942	900
	FOIA Requests	1,246	1,616	1,578	666	758	996	1,150

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Police

Position Title/Justification	Additional Salary	Employee Group Insurance	IMRF	FICA
Police Officer: The Police Department requests increasing authorized sworn strength from 63 to 64 officers to offset the patrol impact of assigning an SRO to Hawk Hollow Middle School, a position that is approximately 80% funded by U-46. Reduced staffing has driven hire-back overtime to 4,226.89 hours ($121,525.68) in 2024 and 9,306 hours ($193,402.16) year to date in 2025. While raising minimum staffing to five officers per shift has lowered monthly overtime from 545.5 hours ($22,935.80/month) to 95.25 hours ($4,957.90/month), data shows teams staffed with nine officers further reduces overtime and improves coverage. Adding one officer raises Bartlett's staffing ratio from 1.49 to 1.51 per 1,000 residents and provides necessary support for sustainable, cost-effective operations.	89,597	21,560	0	6,854
Civilian Training Coordinator: The Police Department requests the creation of a full-time Civilian Training Coordinator beginning FY 2026/2027 to centralize and manage all training obligations. Currently, training is handled by a Sergeant, Commander, and multiple sworn officers, creating fragmented documentation, overtime and operational strain. The SAFE-T Act and ILETSB mandates require strict tracking and compliance, and lapses increase municipal liability. A dedicated coordinator will develop and maintain curriculum, ensure compliance, reduce administrative burden, strengthen officer development, and improve risk management. IRMA fully supports the posiiton for its role in enhancing compliance, accountability, and risk reduction.	79,780	21,560	9,254	6,103
TOTALS	**$ 169,377**	**$ 43,120**	**9,254**	**$ 12,957**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Police

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
1	Pickup truck for CSO (1 @ $50,000) **(Funded out of Vehicle Replacement Fund)**	50,000	Replacement	No	CSO Truck needs to be replaced as it is starting to have mechanical failures. It exceeds replacement guidelines.
2	Patrol Cars (3 @ $50,000) **(Funded out of Vehicle Replacement Fund)**	150,000	Replacement	No	Replacement vehicles include 2 patrol cars and 1 traffic unit vehicle, all exceed replacement guidelines.
3	Patrol Car (1 @ $50,000)	50,000	New	No	New vehicle is assigned to the Traffic Unit. The Traffic Unit is increasing by 1 officer. The vehicle is needed to maintain operational readiness.
4	Stalker Lidar Units (4 @ $1860) ***(Funded out of Equitable Sharing)***	7,440	Replacement	No	The four existing LiDAR units are past their service life, out of warranty, and require frequent, costly repairs. Replacing them now is more economical than continuing escalating maintenance and reduces the risk of operational failures.
5	Intoximeter EC-IR2 (1) ***(Funded out of Equitable Sharing)***	10,970	Replacement	No	The current Intoximeter unit is over 12 years old and nearing the end of its reliable service life which is approximately 7-9 years. New units require an estimated 8–9-month lead time for production, proactive replacement is essential to avoid a critical service gap. Replacing the unit now ensures uninterrupted operations should the existing device fail unexpectedly.
6	Gray Key ***(Funded out of Equitable Sharing)***	14,000	New	Yes	GrayKey is widely recognized for its specialized, high-success-rate extraction capabilities on Apple iOS devices**,** including the most recent iPhones and iOS versions. GrayKey excels at bypass and brute-force unlocking techniques to forensically extract data. The Graykey purchase includes Graykey Preserve which preserves the data should additional time be required to complete a full extraction.

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Police

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
7	Flock Camera (5 @ $3500) ***(Funded out of Equitable Sharing)***	17,500	New	Yes	Five additional license plate readers will be placed at key locations throughout the village, helping identify suspect vehicles during investigations and securing every major entry and exit point into town.
8	Patrol Shields (2) ***(Funded out of Equitable Sharing)***	11,000	Replacement	No	We are replacing two patrol shields that were purchased in 2019 and have reached the recommended service life of 5-7 years. The two shields being replaced will be utilized as training shields.
9	Urban SDK	25,980	New	No	The Bartlett Police Department recommends continuing our contract and purchasing Urban SDK to replace outdated and labor-intensive traffic counters with a more efficient, software-based system. For the past six months, we have utilized the platform under a prorated contract and have had great success confirming and alleviating traffic complaints, monitoring roadway 85th percentile speeds, and identifying potential issues before they become larger concerns. Our current hardware is aging, requires frequent maintenance, and provides only limited data, while Urban SDK delivers continuous, comprehensive traffic information without placing extra demands on staff.
	Vehicle Replacement Total:	**200,000**			
	Equitable Sharing Fund Total:	**60,910**			
	Other Capital Total:	**75,980**			
	Total:	**336,890**			

Vehicle Replacement Justifications									
*Note: Vehicles evaluated based off two (2) separate criteria. Sheets available upon request									
Vehicle Number	**Evaluation Comments**	**Age**	**Mileage/Hours**	**Type of Service**	**Reliability**	**Maint/Repair $**	**Condition**	**TOTAL**	**Analysis**
1612	2016 Explorer	10	19	5	3	4	4	**45**	New vehicle is assigned to the Traffic Unit. The Traffic Unit is increasing by 1 officer. The vehicle is needed to maintain operational readiness.
2121	2021 Explorer	5	25	5	3	3	3	**44**	Replacement vehicles include 1 patrol car all exceed replacement guidelines.
1580	2015 F-150	11	35	3	4	5	4	**62**	CSO Truck needs to be replaced as it is starting to have mechanical failures. It exceeds replacement guidelines.
2115	2021 Explorer	5	26	5	3	4	3	**46**	Replacement vehicles include 1 patrol car all exceed replacement guidelines.

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Police

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Conferences					
Illinois Law Enforcement Administrative Professionals Conference Chief's Administrative Assistant & Investigations Secretary Fall 2026	800				800
Illinois Association of Chiefs of Police Annual Conference 3 Command staff members Spring 2027	750				750
Illinois Homicide Investigators Association Conference 7 Investigators Fall 2026	2,100				2,100
Illinois Juvenile Officers Association Conference 3 School Resource Officers Peoria, IL Summer 2026	750	1,500			2,250
Illinois School Resource Officer Association Conference 3 Resource Officers Normal, IL Summer 2026	- Paid by U-46	1,800			1,800
International Association of Chiefs of Police Conference 2 Command Staff Members Orlando, FL Fall 2026	1,200	4,000	2,000		7,200
Illinois Tactical Officers Association Annual Conference 4 Tactical Team Members (3 NIPAS/1 MERIT) Fall 2026	1,800				1,800
Illinois Association of Property and Evidence Managers 1 Property Custodian Spring 2027	300				300

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Police

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Illinois Public Employer Labor Relations Association (IPELRA) 6 Command Staff Members - Employment Law Seminar Spring 2027	1,800				1,800
Illinois Special Olympics 4 Officers Normal, IL Summer 2026		600		400	1,000
Illinois Crisis Negotiators Association Conference 1 Negotiator East Peoria, IL Fall 2026	500	500			1,000
Midwest Traffic Safety Conference 3 Traffic Unit Members Fall 2026	1,200				1,200
Illinois Police Accreditation Coalition Conference 1 Accreditation Manager Spring 2027	300				300
Leadership / Management Courses					
Northwestern University Center for Public Safety - Staff & Command 1 Sergeant Fall 2026	4,900	1,000			5,900
SLEA Advanced Incident Command 4 Supervisors	900				900
Firearms & Defensive Tactics					
NEMRT Rifle / Pistol Training 10 Officers	2,000				2,000
St. Charles Pistol / Rifle Range Fee for 2026- 12 dates per year	1,800				1,800
Gracie Survival Tactics Instructor Course 2 Instructors	3,200	300			3,500
Miscellaneous Training					
Training Equipment				5,000	5,000

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Police

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Suburban Law Enforcement Academy (Basic Police Academy) 4 positions @ $5166 per recruit tuition, $3577 per recruit travel/meals	20,664	7,040	7,268		34,972
Blue Line Spectrum Autism Awareness Training 81 Employees	3,600				3,600
ITEA Commercial Truck Enforcement 4 Officers	1,000				1,000
Incident Command System (ICS) Courses 4 Officers	1,000				1,000
ITOA Tactical Police Officer Instructor Certifications 4 Registrations	1,600				1,600
SLEA Basic SWAT 4 Officers	1,300				1,300
SLEA Advanced Incident Command 4 Officers	900				900
SLEA Surveillance for Narcotics and Task Force Units 2 Officers	650				650
SLEA sUAS Part 107 Certification 4 Officers	2,200				2,200
PRI training package for Records 10 Course Registrations	2,000				2,000
Drug Recognition Expert (DRE) 1 Officer		3,000			3,000
Northeast Multi-Regional Training - Annual Membership Fee 63 sworn, 8 civilians	7,100	10,000			17,100
NEMRT Strategies and Tactics for Patrol Stops Instructor 2 Instructors	450				450
NEMRT Instructor Development 2 Instructors	250				250
Equitable Sharing Fund Total:	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Other Professional Development Total:	**$ 67,014**	**$ 29,740**	**$ 9,268**	**$ 5,400**	**$ 111,422**
Total:	**$ 67,014**	**$ 29,740**	**$ 9,268**	**$ 5,400**	**$ 111,422**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Police

Organization Name	New or Existing	Employee(s) Name	Cost
A Child is Missing Alert	Existing	Department	500
Addison Fire Dept Training Center for CPR certifications	Existing	4 members @ $40	250
CIT International Membership (Crisis Intervention Team)	Existing	3 members @ $25	75
Cook County Children's Advocacy Center	Existing	Department	2,500
Critical Reach	Existing	63 Sworn Personnel	925
DuPage County Chief of Police Association	Existing	Chief, 2 Deputy Chiefs @ $275	825
DuPage County Children's Center	Existing	Department	3,500
DuPage County Senior Police Management Association	Existing	3 Members @ $125	375
FBI National Academy Associates (FBINAA)	Existing	1 Chief	125
Illinois Association of Chiefs of Police	Existing	Chief, 2 Deputy Chiefs, 3 Commanders	800

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Police

Organization Name	New or Existing	Employee(s) Name	Cost
Illinois Fire & Police Commissioners	Existing	Fire & Police Commission	400
Illinois Law Enforcement Administrative Professionals (ILEAP)	Existing	2 Administrative Assistants	150
Illinois Law Enforcement Alarm System (ILEAS)	Existing	Department	250
Illinois Police Accreditation Coalition	Existing	Department	100
Illinois Tactical Officers Association	Existing	5 Members @ $40	200
Illinois Truck Enforcement Association	Existing	10 employees	100
International Association of Arson Investigators	Existing	1 employee	100
International Association of Chiefs of Police	Existing	Chief, 2 Deputy Chiefs, 3 Commanders	1,320
International Association for Property & Evidence	Existing	Property Control Custodian	65
Kane County Chiefs of Police Association	Existing	Chief, 2 Deputy Chiefs, 1 Commander @ $50	200
Law Enforcement Records Managers of Illinois	Existing	Records Supervisor, 1 Records Clerk	100

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Police

Organization Name	New or Existing	Employee(s) Name	Cost
Major Case Assistance Team (MCAT)	Existing	Department	4,000
Metropolitan Emergency Response Investigations Team (MERIT)	Existing	Department	9,000
Midstates Organized Crime Information Center (MOCIC)	Existing	Department	250
National Association of Fire Investigators	Existing	1 Detective	60
National Association of School Resource Officers	Existing	3 School Resource Officers	150
National Association of Town Watch	Existing	Department	35
Northern Illinois Police Alarm System (NIPAS)	Existing	Department	7,000
Northwest Police Academy (NWPA)	Existing	Department	75
Notary Membership	Existing	3 Employees @ $160	480
Police Executive Research Forum (PERF)	Existing	1 Deputy Chief & 1 Commander @ $250	500
		TOTAL	**$ 34,410**

PUBLIC SAFETY EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
1700 - Police									
511000	Regular Salaries	7,909,622	7,649,133	8,094,994	8,732,223	8,725,517	9,653,277	11%	Contractual increases in salary
511100	Overtime Salaries	627,584	665,748	712,868	703,773	550,000	550,000	0%	
511201	Crossing Guard Salaries	82,968	65,180	63,728	108,348	100,000	140,000	40%	Increase in pay from a half hour to an hour
514000	Employee Retirement Contributions	735,351	701,089	764,109	832,064	862,979	977,281	13%	
515000	Employee Group Insurance	1,532,537	1,540,877	1,495,590	1,600,000	1,842,160	1,789,480	-3%	
	Total Personnel Services	10,888,062	10,622,027	11,131,289	11,976,408	12,080,656	13,110,038	9%	
522400	Service Agreements	80,432	85,165	81,139	106,350	136,677	159,975	17%	DACRA
522500	Equipment Rentals	5,112	7,695	7,512	8,052	9,000	13,200	47%	Cameras 4th of July Fest
522700	Computer Services	24,766	29,577	26,190	31,877	37,867	38,996	3%	
523100	Advertising/Recruitment	2,330	2,758	3,465	3,165	3,500	3,500	0%	
524220	Towing	95	0	225	0	500	500	0%	
524240	Impounding Animals	1,437	1,130	1,306	1,156	1,000	1,000	0%	
525400	Communications - DuComm	730,619	810,017	884,805	1,086,980	865,774	918,153	6%	
526000	Vehicle Maintenance	68,831	67,692	86,766	97,772	75,000	80,000	7%	
526050	Vehicle Setup	21,266	58,744	66,294	96,760	47,000	103,000	119%	Five new cars
526100	Auto Body Repairs	11,131	7,505	1,275	3,642	7,500	7,500	0%	
	Total Contractual Services	946,019	1,070,283	1,158,977	1,435,754	1,183,818	1,325,824	12%	
530100	Materials & Supplies	41,904	36,725	34,488	49,754	53,750	52,350	-3%	
530110	Uniforms	99,317	122,047	84,134	104,957	105,300	109,900	4%	MERIT and new officers
530115	Subscriptions/Publications	6,254	6,403	3,699	4,180	4,740	5,124	8%	
530125	Shooting Range Supplies	30,727	36,670	39,746	44,303	41,500	42,500	2%	
532000	Automotive Supplies	142,711	122,383	141,657	145,711	126,000	165,000	31%	Five new cars and setup
532200	Office Supplies	12,829	13,089	10,565	8,003	15,000	15,000	0%	
532300	Postage	3,969	4,682	4,851	4,839	5,000	7,000	40%	DACRA
534300	Equipment Maintenance Materials	6,373	2,431	5,140	6,133	8,500	13,500	59%	Updates to Fitness Room
	Total Commodities	344,084	344,430	324,280	367,880	359,790	410,374	14%	

PUBLIC SAFETY EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
1700 - Police									
541600	Professional Development	101,731	183,368	98,340	96,389	123,187	111,422	-10%	
542000	Planning & Research	11,771	10,586	13,345	8,597	13,265	13,567	2%	
542810	Safety Program Expenses	18,285	10,312	15,253	19,180	16,850	17,050	1%	
543101	Professional Associations	27,389	27,741	29,112	37,418	32,818	34,410	5%	
543900	Community Relations	42,841	55,900	48,039	55,154	53,500	55,500	4%	
544001	Prisoner Detention	857	610	814	799	750	1,250	67%	Purchase new uniform sizes
545100	Emergency Management	1,915	1,715	2,398	2,398	4,000	4,000	0%	
545200	Police/Fire Commission	28,022	59,969	47,833	44,086	47,230	45,100	-5%	
546900	Contingencies	12,865	14,986	8,929	9,913	20,000	20,000	0%	
	Total Other Charges	245,676	365,187	264,063	273,934	311,600	302,299	-3%	
570100	Capital	44,574	101,303	75,852	15,127	15,400	75,980	393%	New patrol car in the traffic unit
570105	Equitable Sharing	58,589	131,913	163,991	341,681	332,609	288,978	-13%	
	Total Capital Outlay	103,163	233,216	239,843	356,808	348,009	364,958	5%	
590600	Transfer to Central Services	588,412	626,973	716,702	654,330	654,330	776,894	19%	
590610	Transfer to Vehicle Replacement	268,647	232,000	232,000	182,000	182,000	182,000	0%	
590700	Transfer to Police Pension	2,396,860	2,522,796	3,079,520	3,468,598	3,468,598	3,625,800	5%	
	Total Transfers Out	3,253,919	3,381,769	4,028,222	4,304,928	4,304,928	4,584,694	6%	
Total Police Expenditures		**$15,780,923**	**$16,016,912**	**$17,146,674**	**$18,715,712**	**$18,588,801**	**$20,098,187**	**8%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET
DEPARTMENT: Police

Account Number	Description/Detail	2025/26 Budget	2026/27 Proposed Budget
522400	**Service Agreements**		
	Comcast cable boxes (2 @ no charge) (17 @ $13) x 12	2,400	2,700
	Copy machine maintenance agreement (3 copy machines)	8,000	8,000
	E-Lineup annual maintenance contract	750	750
	Fulton Contracting:		
	Annual maintenance contract for tornado warning sirens	4,500	4,700
	Computer testing and monitoring on a monthly basis for sirens	525	540
	Miscellaneous repairs for sirens	2,500	2,500
	Tornado sirens battery replacement (includes 4 RTU & 6 Lg. siren batteries)	500	500
	Funeral home transportation services	4,000	4,000
	Cellebrite	7,000	11,050
	Johnson Controls fire alarm monitoring ($325 semi-annual)	650	650
	LIVESCAN equip (booking/imaging systems/interview room) maintained by ID Netwo	4,000	4,000
	Maintenance of Miscellaneous equipment (Department assuming risk, see below)	4,000	4,000
	Squad car camera systems		
	Squad car mobile data computers		
	Porter Lee service agreement (Evidence Track) Proprietary software	1,275	1,175
	Shredding Service (32 bins @ $67.22)	3,200	3,330
	Subpoena Costs	300	300
	Ultra Strobe Monthly Squad/Radio service agreement w/modem maintenance (12 @	15,120	15,120
	PowerTime Service Agreement - Scheduling Software (formerly Planit)	3,366	3,601
	T-Mobile in-car computer network (34 @ $35) x 12	13,440	14,280
	T-Mobile Phones (48 @ $35) x 12	13,440	20,160
	TeeJay Service Company sliding glass door annual preventative maintenance	500	500
	Major Crime Private Lab fees	1,000	1,000
	PS/Tracker Service Agreement	4,070	4,141
	COP FTO Service Agreement (PS Tracker)	3,213	3,374
	Frontline Service Agreement (Use of Force)	3,528	3,704
	~~Security System (Door Access, Lockup, Video)~~	~~25,000~~	0
	~~Generator Maintenance Agreement~~	~~3,000~~	0
	AV Equipment Maintenance Agreement	6,800	6,800
	Metal Roof Maintenance Agreement	600	700
	DACRA Software ($3200 / month)		38,400
		136,677	**159,975**

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET
DEPARTMENT: Police

Account Number	Description/Detail	2025/26 Budget	2026/27 Proposed Budget
522500	**Equipment Rentals**		
	4th of July Temporary Traffic Signal/Stearns Road	7,000	7,200
	4th of July Solar Cameras - 2 portable units with 4 cameras total		4,000
	Miscellaneous unexpected costs	2,000	2,000
		9,000	**13,200**
522700	**Computer Services**		
	UCC (data com) (Cook Co Forms)		450
	Miscellaneous computer services and software service	3,000	3,000
	Hardware/Software purchase for Computer Crimes Unit (occasional expense)	2,800	2,800
	ID Networks Records management System (RMS) Maintenance Agreement	11,750	11,750
	Leads on-line	6,100	6,345
	Uninterrupted Power Supply (UPS) Devices - computer server room	1,000	1,000
	Hexagon interface maintenance	4,550	4,686
	SDI - TN3270+ (Cook County court records) (Cook Wide Wan Network)	450	550
	ID Networks / Hexagon interface	2,700	2,700
	ETSB I/Netviewer license fees	650	650
	ZETX cell phone mapping software	4,867	5,065
		37,867	**38,996**
525400	**Communications-DuComm**		
	Based on **63** authorized sworn (Fee includes Comcast IP Network SONET fees)	827,365	879,844
	Annual cost for new DuComm facility (Total cost of $606,091)	32,074	31,900
	Year 9 of 10 (End Year 2028)		
	Purchase of new radio Starcom equipment-Total amount owed $12,743.16	6,335	6,409
		865,774	**918,153**
526000	**Vehicle Maintenance**	**75,000**	**80,000**
	Routine maintenance items		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET
DEPARTMENT: Police

Account Number	Description/Detail	2025/26 Budget	2026/27 Proposed Budget
526050	**Vehicle Setup Costs**		
	Setup, removal & striping costs of 4 replacement patrol/DPT vehicles		
	Patrol Utility (4 @ $5,000)	10,000	20,000
	Setup, removal & striping costs of 1 replacement CSO vehicle		
	CSO Vehicle (1 @ 4,500)	1,500	4,500
	New equipment purchases for 4 replacement patrol/DPT vehicles		
	Patrol Utility to Utility (4 @ $15,000)	24,000	60,000
	New equipment purchases for 1 CSO vehicle		
	CSO Vehicle (1 @ 14,500)	7,500	14,500
	Contingency for cost increase/additional labor hours	4,000	4,000
		47,000	**103,000**
530100	**Materials and Supplies**		
	~~Adjudication tickets (6,000 tickets)~~	~~3,700~~	
	Canine Supplies (includes medical expenses)	2,600	2,000
	~~Tri County Citations/Parking~~	~~4,200~~	
	Dacra Printing Paper		3,000
	Coffee supplies	4,000	5,000
	Employee awards and plaques	3,750	3,750
	Evidence technician supplies	4,500	6,000
	Food purchases (training and meetings)	3,200	5,000
	Honor Guard Equipment	1,000	1,000
	Medical/safety supply monthly replenishment	2,500	2,500
	Miscellaneous hardware supplies	2,200	3,000
	Miscellaneous packaging expenses	800	800
	Miscellaneous processing and packaging materials for crime and accident scenes	3,000	3,000
	Pictures / Plaques for Walls and Wall Quotes	3,000	2,000
	Printing services	4,800	4,800
	Property Room Flashlight & misc.	500	500
	Road Flares / LED Flares	1,000	1,000
	Toner for all printers	9,000	9,000
		53,750	**52,350**

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET
DEPARTMENT: Police

Account Number	Description/Detail	2025/26 Budget	2026/27 Proposed Budget
530110	**Uniforms**		
	Civilian uniform allowance (14 @ $500)	5,500	7,000
	Miscellaneous (Promotions, Civilian attrition)	7,500	7,500
	New officer's uniforms (4 @ $4,500)	24,000	18,000
	Replacement of damaged/worn uniforms for crossing guards	500	500
	Replacement of damaged/worn uniforms	500	500
	Sworn officer's uniform allowance (63 @ $900)	56,700	56,700
	Vest replacement after 5 years (13 @ $900)	4,000	11,700
	MERIT uniform	4,000	8,000
	~~Traffic safety vest replacement - one time purchase (63 @ $41 ea)~~	~~2,600~~	
		105,300	**109,900**
530125	**Supplies-Pistol Range**		
	Pistol ammunition - duty and training	12,000	13,000
	Less than Lethal supplies (shotgun, 37mm, hand deployed)	7,000	3,000
	Miscellaneous	2,000	5,000
	Range cleaning	3,000	3,000
	Rifle Ammunition - duty and training	13,000	13,000
	Simmunition supplies - ammunition and protective equipment	1,500	3,000
	Targets - paper, steel, and mechanical for qualification and training	2,000	1,500
	Range and weapon maintenance	1,000	1,000
		41,500	**42,500**
532000	**Automotive Supplies**		
	47,000 @ $3.50 per gallon	**126,000**	**165,000**
532200	**Office Supplies**	**15,000**	**15,000**
	Miscellaneous office items (includes desktop items, business cards, stationary, envelopes, filing items, etc.)		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET
DEPARTMENT: Police

Account Number	Description/Detail	2025/26 Budget	2026/27 Proposed Budget
534300	**Maintenance Material-Other Equipment**		
	Bicycle equipment	500	500
	Fitness Equipment/Maintenance	0	5,000
	Jail cell cleaning/replacement/repair	1,000	1,000
	Lock repair, service, and updating	1,500	1,500
	Miscellaneous repair	3,500	3,500
	Repairs/recertification radar units	2,000	2,000
		8,500	**13,500**
542000	**Planning and Research**		
	Annual Report (printing is done in-house)	130	130
	Power DMS policy module (annual renewal)	7,052	7,546
	CALEA continuation fee	4,646	4,646
	IACP Net	1,225	1,225
	Squarespace Recruitment website (domain)	212	20
		13,265	**13,567**
542810	**Safety Program Expense**		
	Drug screening costs	2,100	2,100
	Fire extinguisher maintenance	1,500	1,700
	AED Supplies (Pads and batteries)	5,500	5,500
	Hepatitis Inoculation Program	2,000	2,000
	CPR Certification Cards (20 employees @ $25)	500	500
	Emergency Medical Supplies (halo chest seals, junctional/SWAT-T/CAT tourniquets, mega mover	3,500	3,500
	Miscellaneous	1,750	1,750
		16,850	**17,050**

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET
DEPARTMENT: Police

Account Number	Description/Detail	2025/26 Budget	2026/27 Proposed Budget
543900	**Community Relations**		
	Community Event/Child Safety Seat Giveaways	7,500	8,500
	~~Dare Expenses~~	~~4,500~~	0
	Fishing Derby	1,000	1,000
	National Night Out/Neighborhood Watch Events	30,500	35,000
	Open House Event	8,500	8,000
	Citizen Police Academy Expenses (3 classes @ $1000 ea)	1,500	3,000
		53,500	**55,500**
545200	**Police and Fire Commission**		
	Legal fees	3,800	3,800
	Civilian personnel hiring costs (polygraphs, medicals)	1,300	1,300
	Officer hiring cost (polygraphs, psychologicals, credit checks, medicals, the Work Nur	20,000	8,500
	Police officer & Lateral police officer hiring process (written and oral board)	22,130	12,000
	Sergeant Promotional Process		19,500
		47,230	**45,100**
546900	**Contingencies**	**20,000**	**20,000**
	Miscellaneous and unexpected expenses/repairs		
570105	**Equitable Sharing**		
	Flock (7 @ $3,000 = $21,000 & 8 @ $3,500 = $28,000) **Total $49,000**	28,000	49,000
	Mobile Video Recorders (MVR) **Year 4 of 5 Total Cost $274,340**	54,868	54,868
	Body Worn Cameras **Year 4 of 5 Total Cost $500,000**	100,000	100,000
	Taser 10 CEWs **Year 4 of 5 Total Cost $121,000**	24,200	24,200
	~~Senior Management Institute for Police - PERF~~	~~13,500~~	0
	Gray Key		14,000
	Flock (5 @ $3,500 = $17,500)		17,500
	Stalker Lidar Units (4 @ $1860)		7,440
	Intoximeter EC-IR2 (1)		10,970
	Patrol Shields (2)		11,000
		220,568	**288,978**

VILLAGE OF BARTLETT | PUBLIC WORKS - STREETS

Street Maintenance is the largest of the three divisions of Public Works. It is responsible for maintaining the village right-of-ways and most other village properties, including the cemetery and commuter parking lots. Some activities include street patching and paving, snow plowing and salting, parkway tree trimming, street light maintenance and installation, roadway sign installation, tree planting, street sweeping, grass and weed cutting, street striping, landscaping, "JULIE" underground locating, maintenance of the storm sewer system, ponds, creeks, and rivers. Less visible activities include vehicle and equipment maintenance, sidewalk, bike path, and curb repairs, as well as subdivision inspections.

SIDEWALK SAFETY

Street crews completed 83 in-house sidewalk repairs through driveways and other locations when contractors were unavailable. This work improved response times to resident concerns and reduced trip hazards while maintaining service continuity.

WORKFORCE TRAINING

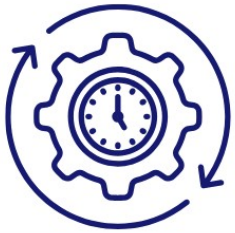
Streets staff participated in Road Scholar and Illinois Public Service Institute training programs, providing hands-on leadership development and technical skill-building to support succession planning and long-term operational resilience.

REGIONAL & MUTUAL AID SUPPORT

Through the Illinois Public Works Mutual Aid Network, Streets staff assisted neighboring communities following major summer storm events. These efforts demonstrated regional coordination and ensured communities with greater damage could restore services more quickly.

URBAN FORESTRY & TREE MANAGEMENT

Tree crews trimmed 2,800 trees and removed 118 as part of the cycle trimming program, reducing the trimming cycle from eight years to five. These efforts lowered storm risk, reduced service requests, and improved overall tree health.



IMPROVED EFFICIENCY

The Streets Division implemented OpenGov Asset Management to track pavement, sidewalks, trees, and other assets. This platform improves visibility into asset condition and maintenance history, supporting proactive planning, life-cycle tracking, and more informed capital planning decisions.

IN-HOUSE BIKE PATH RESURFACING

Streets crews resurfaced more than 3,500 linear feet of bike path in-house, saving the Village approximately $60,000 while improving path conditions and extending asset life.

STREETLIGHT IMPROVEMENTS

The division retrofitted 183 streetlights to LED, bringing the Village to 80 percent LED coverage. The Village also received a $76,000 Department of Energy grant to convert the remaining streetlights.

WORKFORCE STRENGTH & SERVICE DELIVERY

The Streets Division advanced workforce development through internal promotions, cross-training, and leadership training programs while continuing to meet daily service demands. Staff also expanded the use of asset management tools and proactive maintenance practices to improve long-term planning and reliability. These efforts supported consistent service delivery and strengthened operational readiness across the Village.

401 SIGNS MADE & INSTALLED

STREET MAINTENANCE

Department Description

Street Maintenance is the largest of the three divisions of Public Works. It is responsible for maintaining the village right-of-ways and most other village properties, including the cemetery and commuter parking lots. Some activities include street patching and paving, snow plowing and salting, parkway tree trimming, sidewalk replacement, streetlight maintenance and installation, roadway sign installation, tree planting, street sweeping, grass and weed cutting, street striping, landscaping, "JULIE" underground locating, maintenance of the storm sewer system, ponds, creeks, and rivers. Less visible activities include vehicle and equipment maintenance, bike path, and curb repairs, as well as MFT inspections.

2026/27 Budget Highlights

Overall, the Streets Department budget has increased by 21%, which is reflective of the approved 26/27 capital budget being transferred over to the operating budget. These projects include the MFT Maintenance Program (General Fund Portion), Downtown sidewalks, Metra Station improvements, Route 59 Underpass and stormwater capital. Taking out the capital projects, the budget has increased by 4%. This is due to increasing our amount of in-house paving and concrete replacement, along with additional decorative lighting and LED change-outs.

We will continue to utilize in-house crews to resurface bike paths and sidewalk work to supplement our contractors and stay responsive to residents performing driveway repairs.

Continue selling spots in the columbarium at the Bartlett Cemetery, which has about half of the spots left.

Utilize the newly implemented Asset Management system and continue to learn the system to make it run as optimally as possible.

Continue to assist communities in need after extreme weather.

Continue the storm sewer cleaning program.

Continue implementing the proactive sidewalk inspection program to cut down on potential trip hazards and/or resident concerns.

Strategic Plan – Financial Sustainability

1. **Grant Strategy Established –** *A grant strategy helps the village identify and prioritize the most relevant and high-impact grant opportunities, align funding sources with community goals, capital plans, and unmet needs, and avoid missed deadlines or last-minute scrambles that can lead to lost funding. A proactive strategy allows the Village to build stronger applications with better data, partnerships, and narratives, develop internal capacity and track performance and learn from past applications.*

STREET MAINTENANCE

STATUS:

Public Works staff has begun building a matrix that includes the Village's adopted Capital Improvement Plan and projected construction schedules. This matrix will include different categories for each type of project (e.g. bike path, watermain replacement, road projects, etc.)

NEXT STEPS:

Staff will continue to research different potential grants for each project category and catalog due dates, resolution requirements, and different grant requirements for each grant applicable. As part of this grant preparation, staff maintains a list of "shovel ready" projects in order to be primed to apply for any new grants or funding opportunities that may open with short notice.

Strategic Plan – Future Ready Workforce

1. Staff capacity to meet service demands – *Without adequate staffing, services like public works can slow down, residents may experience delays in services. Staffing capacity allows the Village to scale and adapt to better meet needs effectively*

STATUS:

Public Works has been taking an active approach in succession planning and preparing for when staff members retire, making sure the future staff members are trained and ready to take over.

NEXT STEPS:

The Streets Division has been fortunate to have most of the employees here for a long time and to ensure we capture that institutional knowledge have started to emphasize cross-training.

2. Organizational resilience – *The ability of a community, government, or organization to withstand, adapt to, and recover from disruptions – whether they're sudden crises or long-term challenges. For a municipal organization, resilience is especially important. Supporting a healthy, sustainable work environment, building staff expertise and cross-departmental collaboration and maintaining continuity of operations directly impacts the quality, reliability and responsiveness of Village operations.*

STATUS:

The Streets Division is currently sending the newest Senior Maintenance Worker to the Illinois Public Service Institute (IPSI) for leadership training and has an employee in the Road Scholar Program.

NEXT STEPS:

The Streets Division will continue to send employees that are primed for leadership roles to these training programs that not only teach them leadership skills, but different hands-on training to get a more well-rounded training experience.

STREET MAINTENANCE

Strategic Plan – Critical Infrastructure Preserved

1. Assets Maintained Adequately to Meet Level of Service – *Maintaining infrastructure is a critical priority because it protects public safety, encourages economic vitality, and improves the daily experience of residents and visitors. Infrastructure is a major public investment and maintaining it protects taxpayer dollars, extends the useful life of the assets and ensures reliability of services.*

STATUS:

The Streets Division is currently in the process of implementing the OpenGov Enterprise Asset Management System. Staff is currently learning how to use the system in a beta-version of the program. This system will allow the Streets Division to more efficiently and effectively track the different streets-related assets (pavement, sidewalks, trees, etc.) we maintain and proactively plan and prioritize for larger and everyday projects.

NEXT STEPS:

Staff will go live with the software system in May and will refine the system through the first 6 months of live use.

2. **Oak Avenue Realignment –** *This project is part of the Lake Street TIF and a component of a broader effort to improve safety, traffic flow, land use, and quality of life.*

STATUS:

The Village has hired Michael Baker, International to perform Phase I for the Oak Ave Realignment. Phase I is expected to be completed by 2027.

NEXT STEPS:

During Phase I, different concepts will be explored for the new street configuration, as well as public stakeholder meetings with surrounding property owners and U-46. Phase 1 is anticipated to take approximately 18 months, and Phase 2 (design) will subsequently follow.

3. Naperville & Route 59 Bike Connections – *This project creates a safe, continuous route to connect neighborhoods, reduce the barrier caused by Rt. 59, and promotes mobility and quality of life.*

STATUS:

The 2021 Grasslands Development Agreement and zoning approvals included the design and construction of these two (2) critical connections in the Village's bike and pedestrian network. The Village entered into an intergovernmental agreement with Metra in 2023 for the railroad crossing, Metra has finalized the design and is anticipating on beginning construction in spring/summer of 2026. We did receive a grant from Rep. Hirschauer for $500,000 for the installation of the pedestrian gates at this crossing.

STREET MAINTENANCE

This Fall, IDOT's Bureau of Bridges & Structures approved the plans for the Route 59 underpass. D. R. Horton has begun designing the bike path engineering for the Park District property located on the east side of Route 59.

NEXT STEPS:

The Village is seeking final approvals and permits from IDOT for the underpass and Metra for the railroad crossing and for D.R. Horton to finalize the engineering and construct their portions of the bike path network. Staff will be applying for additional grants for the underpass, such as Invest in Cook and the Illinois Transportation Enhancement Program (ITEP) to help ease the burden on the Village's general fund.

2025-26 Highlights

An atypical highlight this past year is that the Streets Division, and Public Works as a whole, showed how strong our team was this past year with the unexpected loss of one of our Streets crew members. The Department as a whole is grateful to all the support from the rest of the Village, and we were proud to say that despite this loss, the Streets Division maintained all services at a high level. His experience will be missed, but he laid a good foundation for others to learn from.

We were able to promote two employees in-house. One to Senior Maintenance Worker from Maintenance Worker II and also hired one of our excellent seasonal employees to take that Maintenance Worker position that was vacated.

Resurfaced over 3,500 linear feet of bike path. Saving the Village approximately $60,000.

Retro-fitted 183 streetlights to LED; bringing our streetlight percentage to 80% LED, improving the Village's sustainability efforts. The Village was also awarded a $76,000 grant from the Dept. of Energy for converting the remaining streetlights over to LED. This was initially included in the freeze, but we have since been authorized to proceed.

Sidewalk crews completed another 83 sidewalk repairs through driveways, along with other sidewalk repairs while the Village's contractor wasn't available. Increase the response time for resident concerns and coordination with their contractors.

Despite the unexpected loss of one of our most experienced members of the tree crew, Tree crews were still able to trim 2,800 trees trimmed and removed another 118 through our cycle trimming program. With the improved cycle trimming, we were able to lower our cycle trimming program from 8 to 5 years. This has reduced resident tree requests, lowers the risk of tree-related damage during storms and keeps our urban forest more healthy

The Village was recognized by the Arbor Foundation again with the Tree City Growth Award, which is awarded to communities based off a points system that includes maintenance, education and tree plantings. This is the fifth year in a row that the Village has received this award. The Village was also a Tree City for the 9th year in a row.

STREET MAINTENANCE

Public Works and the Golf Course staff are working with the Morton Arboretum on an experimental treatment to prevent Oak Wilt, a disease that infects and kills oak trees specifically.

Attended trainings such as the Road Scholar and Illinois Public Service Institute. These trainings provide real on-the-job training that increases the knowledge and skills of our already talented workforce.

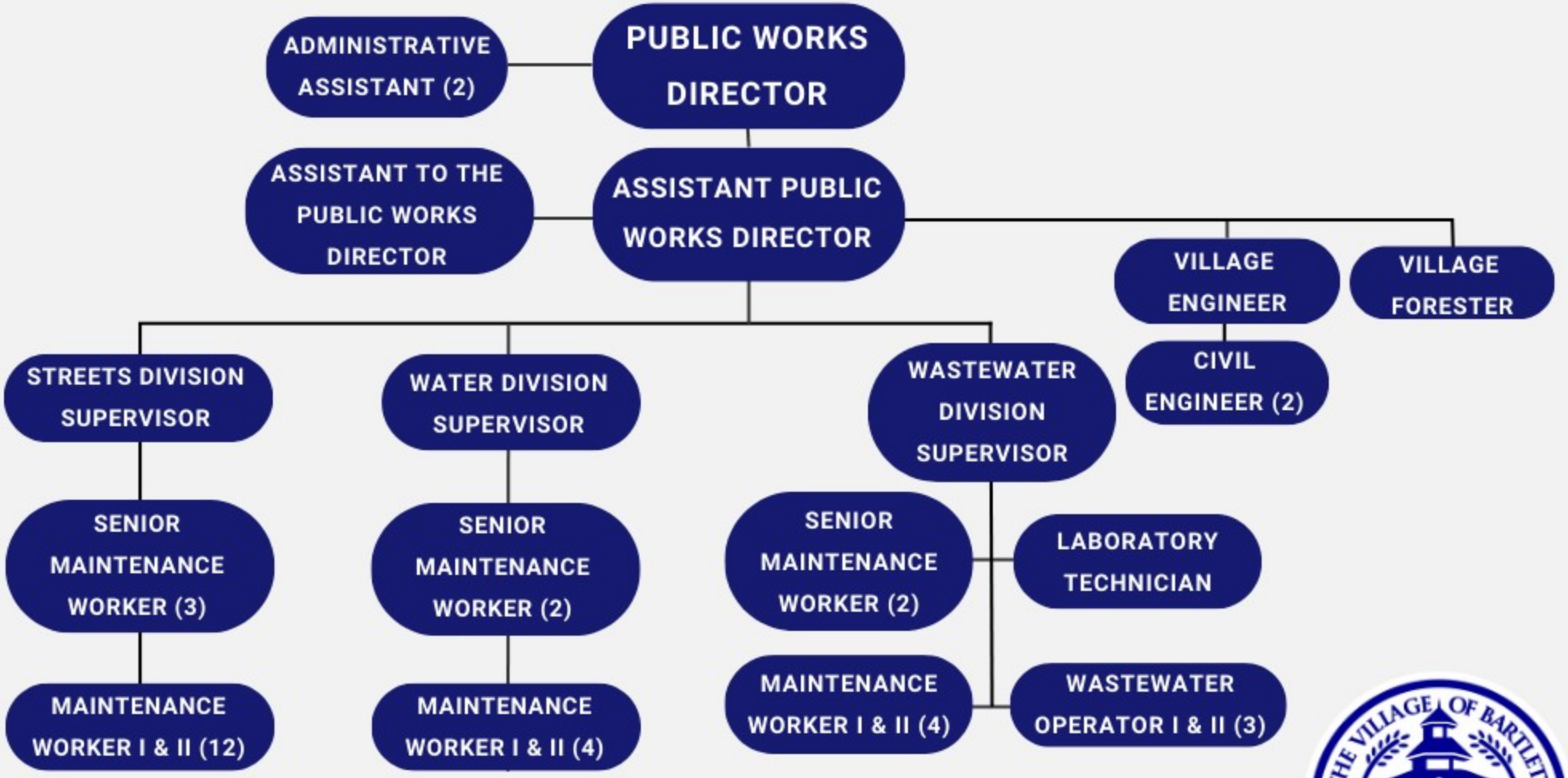
Through the Illinois Public Works Mutual Aid Network (IPWMAN) we were able to assist neighboring communities, like Algonquin, that were more severely affected by the large storms this past summer.

Continued the village's storm sewer cleaning and inspection program and cleaned 713 storm inlets, allowing for more stormwater flow and preventing flooding.

Implemented OpenGov Asset Management for the Division. This software will help us track maintenance, determine rates of useful life, and complete more proactive maintenance on all Streets Division assets.

VILLAGE OF BARTLETT

PUBLIC WORKS DEPARTMENT ORGANIZATIONAL CHART



Department Leadership & Administrative Support

Public Works Director

The Public Works Director provides leadership, strategic direction, and administrative oversight for all Public Works operations. Responsibilities include managing departmental budgets, overseeing infrastructure planning and maintenance, coordinating capital improvement projects, ensuring regulatory compliance, and supporting interdepartmental coordination. The Director directly supervises the Assistant Public Works Director, Assistant to the Public Works Director, Village Engineer, two Administrative Assistants, and the Village Forester

Assistant Public Works Director

The Assistant Public Works Director supports the Director in managing departmental operations, capital projects, and day-to-day service delivery. Responsibilities include coordinating interdivisional activities, assisting with budget development, overseeing operational programs, managing departmental initiatives, and serving as acting director in the Director's absence. This position contributes to long-term planning and continuous improvement across all divisions. The Assistant Public Works Director supervises the Streets, Water, and Wastewater Supervisors.

Assistant to the Public Works Director

The Assistant to the Public Works Director provides administrative, operational, and project support to the Public Works Director and Assistant Director. Responsibilities include coordinating communications, assisting with project documentation, supporting research and analysis, preparing reports, maintaining records, and serving as a contact point for residents and contractors. This position enhances the efficiency and effectiveness of departmental leadership functions.

Building Facilities Manager

The Building Facilities Manager oversees the operation, maintenance, and improvement of the Village's buildings and facilities to ensure they are safe, functional, and well maintained. Responsibilities include managing preventive maintenance programs, coordinating repairs and capital improvements, overseeing contractors, ensuring compliance with safety and regulatory requirements, and assisting with budget planning and cost control. This position supports the longevity, efficiency, and reliability of Village facilities while enabling uninterrupted delivery of municipal services.

Administrative Assistants (Two Full-Time Positions)

The Administrative Assistants support daily Public Works operations by managing front-office functions, processing work orders, maintaining records, scheduling service requests, assisting with public inquiries, and providing administrative

support to all divisions. They help ensure accurate documentation, efficient communication, and high-quality customer service. Both positions report to the Public Works Director.

Village Forester

The Village Forester manages the care, health, and maintenance of the Village's urban forest. Responsibilities include planning and implementing tree planting, trimming, removal, and preservation programs; inspecting public trees; coordinating responses to tree-related hazards; and advising on landscaping standards and environmental stewardship. The Forester supports public safety and environmental sustainability and reports to the Public Works Director.

ENGINEERING DIVISION

Division Overview

The Engineering Division provides technical expertise and oversight for Village infrastructure planning, design, and construction. The division manages capital improvement projects, reviews development proposals, updates infrastructure data, and supports street, water, wastewater, and stormwater system planning. Engineering staff work closely with all Public Works divisions to ensure that Village infrastructure meets safety standards, regulatory requirements, and long-term community needs.

Village Engineer

The Village Engineer directs engineering activities, including project design and management, construction oversight, infrastructure analysis, development review, and capital improvement planning. Responsibilities include preparing engineering plans and specifications, coordinating with consultants and contractors, managing project budgets, and ensuring compliance with engineering standards. The Village Engineer reports to the Public Works Director and supervises the Civil Engineer and Engineering Technician.

Civil Engineer (Two Full-Time Positions)

The Civil Engineer performs professional engineering work related to the design, construction, and maintenance of Village infrastructure. Responsibilities include preparing plans, reviewing development submissions, supporting construction oversight, conducting field inspections, and assisting with capital improvement projects. The Civil Engineer supports multiple Public Works divisions and reports to the Village Engineer.

STREETS DIVISION

Division Overview

The Streets Division maintains Village roadways, sidewalks, right-of-way, signage, street lighting, and snow and ice control operations. The division ensures safe and accessible transportation infrastructure for residents, businesses, and visitors.

STREET MAINTENANCE

Streets Supervisor

The Streets Supervisor oversees roadway and right-of-way maintenance, snow removal, signage and pavement marking programs, storm sewer upkeep, and support for municipal fleet operations. The Supervisor supervises a full complement of Maintenance Workers I, II, Senior Maintenance Workers, and Operators assigned to the Streets Division under a collective bargaining agreement. Responsibilities include scheduling and directing crews, coordinating seasonal operations, maintaining equipment, and ensuring efficient upkeep of streets and public spaces. The Streets Supervisor reports directly to the Public Works Director.

Senior Maintenance Worker

The Senior Maintenance Worker performs and oversees maintenance and repair activities within the village right-of-way, streets, and public spaces. Duties include diagnosing and addressing complex maintenance issues; coordinating and leading street, sidewalk, landscaping, and tree maintenance activities; operating heavy and specialized equipment; and ensuring work is completed safely and efficiently. This position provides technical expertise and guidance to maintenance staff and supports the overall condition, safety, and appearance of public infrastructure.

Maintenance Worker Level II

The Maintenance Worker Level II performs a broader range of street and right-of-way maintenance duties with limited supervision. Responsibilities include street and sidewalk repairs, concrete work, landscaping and tree maintenance, snow and ice control, and operation of light to medium equipment. This position assists with work planning, addresses routine maintenance issues independently, and supports efficient delivery of public works services.

Maintenance Worker Level I

The Maintenance Worker Level I assists with routine maintenance and upkeep of village streets, right-of-way, and public areas. Duties include manual labor related to landscaping, mowing, litter removal, basic tree trimming, and minor concrete and sidewalk repairs. This position operates hand tools and light equipment under supervision and supports senior staff in maintaining safe and well-maintained public spaces.

STREET MAINTENANCE SUMMARY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 2,420,925	$ 2,409,392	$ 2,375,578	$ 2,644,201	$ 2,733,671	$ 2,901,033	$ 3,042,605
	Contractual Services	631,541	802,290	807,152	1,047,717	1,369,987	4,211,600	6,875,600
	Commodities	395,015	404,631	394,697	397,771	424,146	425,500	651,100
	Other Charges	116,059	299,025	160,974	687,709	218,558	520,500	174,192
	Capital Outlay	96,256	116,410	50,632	299,128	96,367	373,000	244,000
	Subtotal Net of Transfers	3,659,796	4,031,748	3,789,033	5,076,526	4,842,729	8,431,633	10,987,497
	Municipal Building	0	0	0	0	0	0	0
	Central Services Allocation	156,107	160,115	160,115	162,390	189,945	203,967	235,990
	Vehicle Replacement Allocation	249,528	249,528	372,029	350,000	350,000	500,000	500,000
	Total Streets	**$ 4,065,431**	**$ 4,441,391**	**$ 4,321,177**	**$ 5,588,916**	**$ 5,382,674**	**$ 9,135,600**	**$ 11,723,487**
Authorized Staffing	Public Works Director	0.34	0.34	0.34	0.34	0.34	0.34	0.34
	Assistant PW Director	0.34	0.34	0.34	0.34	0.34	0.34	0.34
	Village Engineer	0.34	0.34	0.34	0.34	0.34	0.34	0.34
	Civil Engineer	0.00	0.00	0.00	0.34	0.34	0.34	0.68
	Engineering Technician	0.66	0.66	0.66	0.66	0.34	0.34	0.00
	Village Forester	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Administrative Assistant	0.68	0.68	0.68	0.68	0.68	0.68	0.68
	Management Analyst/Intern	0.00	0.00	0.00	0.00	0.00	0.17	0.17
	Assistant to Director	0.00	0.00	0.00	0.00	0.00	0.34	0.34
	Street Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Senior Maintenance Workers	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	Maintenance Workers	13.38	13.38	13.38	13.38	13.38	13.38	13.38
	Building Facility Manager	0.14	0.00	0.00	0.00	0.00	1.00	1.00
	Total Full Time Equivalents	**20.88**	**20.74**	**20.74**	**21.08**	**20.76**	**22.27**	**22.27**
Activity Measures	Resident Requests*	1,197	1,301	1,083	1,052	921	1,000	1,000
	JULIE calls	7,014	6,543	7,422	6,708	5,322	6,000	6,500
	Tree trimming hours*	5,176	5,480	5,840	5,896	5,968	5,800	5,800
	Storm Sewer Hours/Inlets cleaned*	2,112	1,536	1,412	1,332	960	1200/713	1200/900
	Concrete Repair / Replace Hours*	4,032	3,672	4,400	4,672	4,416	4,400	4,000
	Tons of salt*	1,811	1,022	729	572	740	680	700
	Gallons brine/blend used*	32,094	50,724	29,000	34,485	49,798	50,000	55,000
	Hours of snow removal*	2,282	2,100	1,378	900	1,210	1,150	1,200
	Training Hours per employee*						25	25
	Roadway Pave /Patch Hours*	1,184	1,084	1,189	1,088	1,528	1,500	1,500
	Street lights repaired/Retro-fitted*	194	235	562	354	269	400	350
	Bike paths repaved ft.*	1,500	1,585	2,000	3,700	3,445	5,000	5,000
	Signs/Banners made/installed*	152	295	315	300	401	430	400

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Street Maintenance

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
TOTALS	$ -	$ -	$ -	$ -

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET
DEPARTMENT: Streets Operating

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
1	(1) Large bucket truck	380,000	Vehicle Replacement	No	Replaces a 2015 International bucket truck with over 7500 hours accrued and over $22,000 in repair costs and $21,000 in rentals in the last year. Will trade-in original truck to help offset costs.
2	Repair/replace salt dome roof - Devon ave.	60,000	Replacement	No	Secondary salt storage facility which is used to house overflow salt/equipment.
3	(1) Brine Master blending station	40,000	New	No	Brine/blending station fully automated to fill trucks based on winter event.
4	(1) Kage combination plow/pusher	30,000	New	Yes	Combination plow/pusher used for cleaning the commuter lots/Village hall
5	40" Cold Planer Attachment	32,000	New	No	Replacing 24" Pavement removal attachment. Allows us to pave more quickly and efficiently.
6	Retrofit 2025 Peterbilt w/a 7' wing plow	32,000	New	No	Wing plow used for wider drives lanes/push back drifts
7					
8					
	Total Streets Capital Outlay	$ 194,000			
	Total Vehicle Replacement Fund	$ 380,000			
	TOTAL	**$ 574,000**			

Vehicle Replacement Justifications

*Note: Vehicles evaluated based off two (2) separate criteria. Sheets available upon request

Vehicle Number	Evaluation Comments	Age	Mileage/Hours	Type of Service	Reliability	Maint/Repair $	Condition	TOTAL	Analysis
2015-050	This truck is used year-round for tree trimming, emergency pruning and setting large street lights. Both evaluation ratings were 27, which qualifies for replacement. This past fiscal year it has cost the Village over $22,000 in repairs and another $12,000 in rental fees.	11	11	3	3	2	2	**32**	Qualifies as a High Pririty Replacement
								0	
								0	

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Street Maintenance

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
APWA Road Scholar Program 2 Employees to be announced	1,390	1,500	Village Vehicle		2,890
Continuing Education - IRMA, College classes, Northwest Municipal Conference, APWA Chapter, IPWMAN Conference Employees to be announced	2,000		Village Vehicle		2,000
Illinois Arborist Association Trade Show Location and dates to be announced 3 employees @ $315/employee (Forester full conference)	945	600	Village Vehicle		1,545
Illinois Public Services Institute (IPSI)- Management Training Effingham, IL - Spring & Fall Sessions 2 Employees	1,700	1,500	Village Vehicle		3,200
American Public Works Association National Conference August 2026, Houston DPW & ADPW Full registration (1/3 Streets, 1/3 water, 1/3 sewer)	1,000	750	Village Vehicle		1,750
Engineer Training (Misc.)	450		Village Vehicle		450
Midwest Advanced Public Service Institute St. Joseph, MI Spring Session 1 employee (Budget 1/3 Streets, 1/3 Water, 1/3 Sewer)	250	150	Village Vehicle		450
					0
TOTALS	**$7,735**	**$4,500**	**$0**	**$0**	**$12,285**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Street Maintenance

Organization Name	New or Existing	Employee(s) Name	Cost
American Public Works Association	Existing	Dan Dinges, Mike Warmus, Ashwin Saravanapandian, Tyler Isham, Nick Talarico, Sam Hughes, Sarah Christensen @ $166/Yr.	1,162
Morton Arboretum	Existing	Sarah Christensen	60
Arborist Society (ISA, IAA)	Existing	Village Forester	175
Society of Municipal Arborists	Existing	Village Forester	85
American Water Works Association	Existing	Nick Talarico	150
Illinois Public Works Mutual Aid Network	Existing	Village of Bartlett	250
		TOTAL	**$1,882**

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
1800 - Street Maintenance									
511000	Regular Salaries	1,634,565	1,880,294	1,958,609	2,015,130	2,018,171	2,093,394	4%	
511100	Overtime Salaries	40,279	40,568	43,441	55,000	55,000	55,000	0%	
511200	Temporary Salaries	17,017	19,744	25,895	45,903	54,000	54,000	0%	
514000	Employee Retirement Contributions	307,691	330,580	343,793	385,000	380,436	415,479	9%	
515000	Employee Group Insurance	376,026	373,015	361,933	400,000	445,803	424,732	-5%	
	Total Personnel Services	2,375,578	2,644,201	2,733,671	2,901,033	2,953,410	3,042,605	3%	
522500	Equipment Rental	32,972	57,442	48,113	50,000	55,000	55,000	0%	
523100	Advertising	59	176	0	200	500	500	0%	
524120	Utilities	80,074	155,387	171,143	130,000	130,000	130,000	0%	
524230	Snow Plowing Contracts	86,600	95,625	93,900	94,000	140,000	140,000	0%	
526000	Vehicle Maintenance	69,362	70,537	64,880	45,000	50,000	50,000	0%	
527100	Services to Maintain Streets	19,653	28,920	32,053	25,000	25,000	73,000	192%	OpenGov asset management system
527110	Services to Maintain Traffic Signals	39,424	40,219	51,179	40,000	50,000	50,000	0%	
527112	Services to Maintain Street Lights	15,519	8,556	36,855	25,000	25,000	35,000	40%	Contractor assistance for additional lighting capabilities
527113	Services to Maintain Grounds	130,489	137,337	100,366	140,000	140,000	175,000	25%	Native area maintenance contracts
527130	Bike Path and Sidewalk Replacement	119,228	164,555	340,407	1,200,000	1,428,000	325,000	-77%	
527140	Tree and Landcaping Maintenance	33,504	90,070	271,495	2,273,000	2,230,000	60,000	-97%	
527150	Brush Collection	89,393	89,393	89,393	89,400	89,400	92,100	3%	
527160	Street Sweeping	90,875	109,500	70,203	100,000	110,000	110,000	0%	
527170	Misc Capital Projects	0	0	0	0	0	5,580,000	100%	Transitioning CIP to Operating out of other line items
	Total Contractual Services	807,152	1,047,717	1,369,987	4,211,600	4,472,900	6,875,600	54%	
530100	Materials & Supplies	44,907	44,503	43,314	38,000	40,000	40,000	0%	
530110	Uniforms	9,040	8,934	12,750	10,000	10,000	10,000	0%	
530115	Subscriptions/Publications	0	13	0	0	100	100	0%	
530150	Small Tools	4,377	6,124	4,503	5,000	5,500	5,500	0%	
530160	Safety Equipment	8,201	2,787	2,412	5,500	6,000	6,000	0%	
532010	Fuel Purchases	108,579	84,818	82,734	80,000	85,000	85,000	0%	
532200	Office Supplies	2,271	1,436	4,120	4,500	4,500	4,500	0%	
532300	Postage	700	121	1,673	1,500	1,000	2,000	100%	
534230	Snow Plowing Salt	28,084	43,743	43,124	65,000	140,000	126,000	-10%	
534300	Equipment Maintenance Materials	46,833	54,871	57,894	58,000	60,000	60,000	0%	
534400	Street Maintenance Materials	67,170	82,741	95,506	70,000	70,000	100,000	43%	Asphalt for bike paths and sign/banner materials
534500	Grounds Maintenance Materials	15,873	15,471	40,102	25,000	27,000	27,000	0%	

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
1800 - Street Maintenance									
534600	Building Maintenance Materials	10,223	17,609	7,597	8,000	8,000	10,000	25%	
534800	Street Light Maintenance Materials	48,439	34,600	28,417	55,000	60,500	175,000	189%	Includes reimbursable LED grant and holiday light service
	Total Commodities	394,697	397,771	424,146	425,500	517,600	651,100	26%	
541600	Professional Development	10,112	11,014	5,746	10,000	13,010	12,285	-6%	
543101	Dues	796	1,299	1,327	1,500	1,741	1,907	10%	
543800	Storm Water Facilities Maintenance	146,995	667,189	202,574	500,000	655,000	150,000	-77%	
546900	Contingencies	3,071	8,207	8,911	9,000	10,000	10,000	0%	
	Total Other Charges	160,974	687,709	218,558	520,500	679,751	174,192	-74%	
570100	Machinery & Equipment	25,977	189,333	62,317	328,000	328,340	194,000	-41%	
574800	Tree Purchases	24,655	52,100	32,550	45,000	50,000	50,000	0%	
574900	Cemetary Columbarium	0	57,695	1,500	0	0	0	0%	
	Total Capital Outlay	50,632	299,128	96,367	373,000	378,340	244,000	-36%	
590420	Transfer to Municipal Building Fund	0	0	0	0	0	0	0%	
590600	Transfer to Central Services	160,115	162,390	189,945	203,967	203,967	235,990	16%	
590610	Transfer to Vehicle Replacement	372,029	350,000	350,000	500,000	500,000	500,000	0%	
	Total Transfers Out	532,144	512,390	539,945	703,967	703,967	735,990	5%	
Total Street Maintenance Expenditures		**$4,321,177**	**$5,588,916**	**$5,382,674**	**$9,135,600**	**$9,705,968**	**$11,723,487**	**21%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Street Maintenance

Account Number	Description Detail					2025/26 Budget	2026/27 Budget Request
522500	**Equipment Rental**					**55,000**	**55,000**
	Forestry Mulcher Rental	6,000	Barricades/Generators	20,000			
	Verizon/USA Mobility	2,500	Misc. Tool Rental	14,000			
	Roadway Information weather systems	10,000	Clarity Weather Service	2,500			
				55,000			
524120	**Utilities**				**130,000**	**130,000**	**130,000**
	NICOR natural gas service for the street garage, storage building, and public works admin bldg.						
	Electricity for 1,500 street lights. Reduced due to actual history.						
524230	**Snow Plowing Contractors**				**140,000**	**140,000**	**140,000**
	These contractors are used to assist village crews with snowplowing. Contractors are assigned areas to plow, and are supervised by the street supervisor. The village currently uses (4) different contractors						
526000	**Vehicle Maintenance**				**50,000**	**50,000**	**50,000**
	This is for maintenance performed on vehicles and equipment. Vendors include the specific dealers for the equipment as well as companies for tire repairs, two-way radio servicing, and other general services						
527100	**Services to Maintain Streets**				**73,000**	**25,000**	**73,000**
	Road Paving	5,000	Asset management Fees	48,000			
	Road Striping Companies	5,000	Sidewalk Inspection and Cutting	15,000			
527110	**Service to Maintain Traffic Signals**				**50,000**	**50,000**	**50,000**
	Meade Electric Company						
527112	**Services to Maintain Street Lights**				**35,000**	**25,000**	**35,000**
	Contractor assistance for normal installation and additional holiday light installation capabilities						
527113	**Services to Maintain Grounds**				**175,000**	**140,000**	**175,000**
	Main St	11,000	West Bartlett Road (East of Rt 59)	12,000			
	West Bartlett Road (West of Rt 59)	15,000	Veteran's Memorial	12,000			
	Tru Green (Cemetery)	3,000	Bartlett Trail	12,000			
	Various lots	10,000	Additional Contracts	75,000			
	Holiday lights	25,000					

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Street Maintenance

Account Number	Description Detail			2025/26 Budget	2026/27 Budget Request
527130	**Bike Path and Sidewalk Replacement**		**325,000**	**1,428,000**	**325,000**
	This line item funds bike path and sidewalk repairs, along with the 50/50 sidewalk program	125,000			
	~~Rt 59 underpass bike path~~	~~750,000~~			
	Annual bike path maintenance	200,000			
	~~Downtown sidewalk renovation~~	~~503,000~~			
	~~Parking Lots~~	~~50,000~~			
		325,000			
527140	**Tree and Landscaping Maintenance**		**60,000**	**2,230,000**	**60,000**
	Contractual trimming of trees that are too large to be trimmed or removed by village staff	60,000			
	~~Metra landscape upgrade~~	~~570,000~~			
	~~Town Center landscape upgrade~~	~~1,625,000~~			
		60,000			
527150	**Brush Collection**		**89,400**	**89,400**	**92,100**
	This is in the fifth year of a five year contract. Contractor will pick up brush twice a year, April and October.				
527160	**Street Sweeping**		**110,000**	**110,000**	**110,000**
	Line Item for the contracted Sweeping Services				
527170	**Misc Capital Projects**		**5,580,000**	**N/A**	**5,580,000**
	Projects in the CIP to be incorporated into the operating budget				
	MFT Maint Prgrm(General Fund Portion)	2,000,000			
	Rt 59 Underpass bike path	700,000			
	Metra Landscaping Work North of Tracks	575,000			
	Downtown Sidewalk Renovation	150,000			
	Naperville Rd Crossing	750,000			
	ComEd Bike Path Resurfacing	500,000			
	Country Creek Project	250,000			
	CMP Lining	155,000			
	Koehler Field Improvements	500,000			
		5,580,000			

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Street Maintenance

Account Number	Description Detail		2025/26 Budget	2026/27 Budget Request
530100	**Materials and Supplies** Various supplies such as oil dry, welding rods, locating paint, locating flags, holiday lights and other items not associated with a specific project.	**40,000**	**40,000**	**40,000**
532010	**Fuel Purchases** Increased due to volatile market.	**85,000**	**85,000**	**85,000**
534230	**Snow Plowing Salt** Purchase of salt for snow and ice control	**140,000**	**140,000**	**126,000**
534300	**Equipment Maintenance Materials**	**60,000**	**60,000**	**60,000**
534400	**Street Maintenance Materials** Asphalt, sign/banner materials etc. More in-house work	**70,000**	**70,000**	**100,000**
534500	**Grounds Maintenance Materials** Paver bricks, landscaping shrubs, sod, grass seed, weed spraying	**27,000**	**27,000**	**27,000**
534800	**Street Light Maintenance Materials** Various suppliers. 400 watt mercury bulbs for our larger fixtures are no longer available. Those fixtures will have to be replaced with new LED fixtures that are reimbursable through ComEd Energy Efficiency. Increasing budget for holiday lighting along West Bartlett. Adding $77,000 for LED Streetlight Changeover (reimbursed through EECBG)	**175,000**	**137,500**	**175,000**
543800	**Stormwater Facilities Maintenance** Repair of retention/detention ponds. Installation of storm sewers as needed. Capital Improvement Plan Also includes the 50/50 cost share program with homeowners for backyard drainage improvements. ~~Continuation of the Country Creek Stabilization project.~~	**150,000** 150,000 ~~350,000~~	**655,000**	**150,000**
574800	**Tree Purchases** 50/50 Tree Program. Budget figures are for 100% of tree costs. Revenues from 50/50 tree program are part of General Fund revenues. ~170 Trees @ ~$300/tree	**50,000**	**50,000**	**50,000**

VILLAGE OF BARTLETT | PUBLIC WORKS -WATER

Water is one of the three major divisions of Public Works. Water personnel are responsible for maintaining the entire water system, including seven wells, five elevated storage towers, four ground storage reservoirs, and a pump station for Lake Michigan water purchased from the DuPage Water Commission (DWC).

FIRE PROTECTION

Water staff inspected 685 fire hydrants in coordination with the Fire District, contributing to the Village's ISO rating improvement from a 3 to a 2. These inspections improve fire protection capabilities and help lower insurance rates for homeowners.

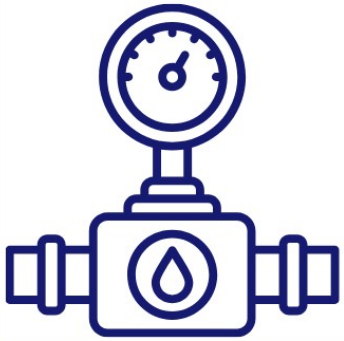
RESERVOIR MAINTENANCE

The Stearns Road Reservoir was repaired and repainted, extending the service life of the structure and maintaining system storage reliability.

LEAK DETECTION

Leak detection efforts began for one-quarter of the Village in December. Identified leaks are being evaluated and scheduled for repair to reduce water loss and protect system integrity.

WATER USAGE AWARENESS

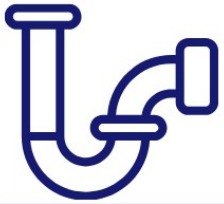


As meter replacements neared completion, the Water Division expanded use of the My360 customer portal. Residents can now view real-time water usage and set alerts for high or unexpected consumption, improving transparency and early leak detection.

IN-HOUSE EMERGENCY REPAIRS

Water crews repaired 41 watermain breaks in-house during the 2025 calendar year. Completing these repairs internally avoided contractor costs and maintained uninterrupted service to residents.

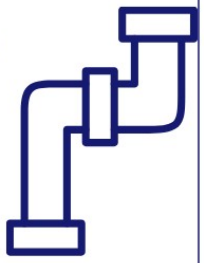
BACKFLOW & SYSTEM COMPLIANCE



The Water Division continued monitoring lead, copper, and backflow compliance to protect drinking water quality. Compliance efforts and resident outreach resulted in improved participation in required programs.

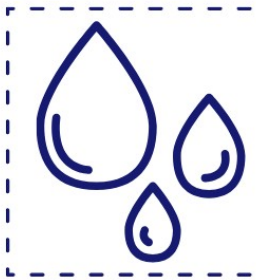
LEAD SERVICE LINE REDUCTION

The Water Division advanced lead service replacement efforts through coordinated watermain projects and continued promotion of the cost-sharing program. The Village currently has 71 remaining lead or galvanized services, with replacement planning underway to meet state requirements.



ASSET MANAGEMENT

The Water Division prepared for implementation of OpenGov Enterprise Asset Management. Staff are organizing maintenance data to support proactive planning, asset tracking, and long-term infrastructure investment decisions.



VALVE EXERCISING

Water staff completed 548 valve exercises and replacements as part of the annual valve maintenance program. This work improves system reliability and ensures valves operate properly during emergencies or repairs.

WATER

Department Description

Water is one of the three major divisions of Public Works. Water personnel are responsible for maintaining the entire water system, including three emergency wells (two active), five elevated storage towers, four ground storage reservoirs, two booster stations and a main pump station for Lake Michigan water purchased from the DuPage Water Commission (DWC). Bartlett pumps an average of 3.2 MGD (million gallons per day) into the water distribution system, with all water purchased from the DWC. The distribution system consists of approximately 210 miles of transmission mains, 2,551 fire hydrants, and 2,562 isolation valves.

There are approximately 13,863 service connections, which are metered and billed monthly. All of our meters feature drive-by radio-read technology but are being converted to radio read via collectors, which should be completed in FY 26/27. All monthly bills are based on actual reads. Department personnel are involved in all aspects of the pump stations, chemical feeding, maintenance of fire hydrants, b-boxes, main valves, building and grounds maintenance, water sampling, water meter installation and repair, handling customer complaint calls and water meter readings.

2026/27 Budget Highlights

The Water Division budget has increased by 8% due to capital outlay items along with the anticipated increases in the DuPage Water rate and the amount of water consumed.

The Water Division will continue to monitor lead/copper sampling and backflow compliance to maintain the health and safety of our drinking water.

Continue promoting the lead replacement cost sharing program, along with the replacements that will happen in conjunction with the watermain replacement project.

Continue training and improving efficiencies with service calls and station checks.

Per direction from the Strategic Plan, the Water Division will begin implementing the OpenGov Enterprise Asset Management System to promote efficiency and better track our assets.

Promote residential use of the “My360” app that allows residents to track their water usage and set alerts for high usage, or any usage if they’re out of town for an extended period of time.

Strategic Plan – Financial Sustainability

1. **Percentage of services delivered covered by fees collected –** *Knowing the actual cost of services helps the Village allocate resources effectively, set realistic budgets based on actual need, determine fees accordingly, and plan for long-term sustainability. This understanding of costs also helps decision makers prioritize*

services and make data-driven evaluations for programs or capital projects.

STATUS:
The Village has undergone a water/sewer rate study that was recently completed. The recommendations adopted will be implemented for the upcoming fiscal year.

NEXT STEPS:

Continue to evaluate different fees and annually monitor rates and capital projects to ensure proper allocation of rates.

2. Grant Strategy Established – *A grant strategy helps the village identify and prioritize the most relevant and high-impact grant opportunities, align funding sources with community goals, capital plans, and unmet needs, and avoid missed deadlines or last-minute scrambles that can lead to lost funding. A proactive strategy allows the Village to build stronger applications with better data, partnerships, and narratives, develop internal capacity and track performance and learn from past applications.*

STATUS:

Public Works staff have begun building a matrix that includes the Village's adopted Capital Improvement Plan and projected construction schedules. This matrix will include different categories for each type of project (e.g. bike path, watermain replacement, road projects, etc.)

NEXT STEPS:

Staff will continue to research different potential grants for each project category and catalog due dates, resolution requirements, and different grant requirements for each grant applicable. As part of this grant preparation, staff maintains a list of "shovel ready" projects in order to be primed to apply for any new grants or funding opportunities that may open with short notice.

Strategic Plan – Future Ready Workforce

1. **Staff capacity to meet service demands –** *Without adequate staffing, services like public works can slow down, residents may experience delays in services. Staffing capacity allows the Village to scale and adapt to better meet needs effectively.*

STATUS:

Public Works has been taking an active approach in succession planning and preparing for when staff members retire, making sure the future staff members are trained and ready to take over

NEXT STEPS:

The Water Division has been looking into training numerous employees in obtaining their water license. This allows us to adapt

and have coverage on our stations during vacations or in the event of any emergency.

2. Organizational resilience – *The ability of a community, government, or organization to withstand, adapt to, and recover from disruptions – whether they're sudden crises or long-term challenges. For a municipal organization, resilience is especially important. Supporting a healthy, sustainable work environment, building staff expertise and cross-departmental collaboration and maintaining continuity of operations directly impacts the quality, reliability and responsiveness of Village operations.*

STATUS:

The Water Division is currently sending a Senior Maintenance Worker through the Illinois Public Service Institute (IPSI) for leadership training and is sending a Maintenance Worker through the Road Scholar Program to better hone their skills and gain additional knowledge across all fields of public works.

NEXT STEPS:

The Water Division will continue to train staff on the Water Production side of the division to create redundancy amongst staff expertise, become less reliant on outside contractors, and provide more opportunities for staff to grow.

Strategic Plan – Critical Infrastructure Preserved

1. Assets Maintained Adequately to Meet Level of Service – *Maintaining infrastructure is a critical priority because it protects public safety, encourages economic vitality, and improves the daily experience of residents and visitors. Infrastructure is a major public investment and maintaining it protects taxpayer dollars, extends the useful life of the assets and ensures reliability of services.*

STATUS:

OpenGov Asset Management was implemented this past fiscal year for the Streets Division. Pending board approval, the Water Division will have the OpenGov Enterprise Asset Management system implemented this fiscal year.

NEXT STEPS:

Staff will work with the OpenGov team to implement existing maintenance data and put together any required fields for a more seamless transition.

2. Lead Service Lines Eliminated – *Replacing lead service lines eliminates a major source of exposure in drinking water. Proactive replacement helps the community stay ahead of the Illinois Environmental Protection Agency (IEPA) mandates and avoid penalties.*

STATUS:

Replacing all lead service lines within three years. The Village currently has 71 total lead/galvanized services to replace.

WATER

NEXT STEPS:

Staff have been putting together watermain replacement projects in areas with known lead services and replacing them with those projects. Staff will also look to put together a "standalone" project to replace the remaining ~50 lead service lines that are outside of this project area.

2025-26 Highlights

Continued valve exercising/replacement program. This program takes a section of the Village annually, rotates the valves to get approximate number of turns to open and close the valve, change out bolts and other equipment to prevent the valves from breaking in the future. This year staff completed 548 valves.

Leak detection for the quarter of the village began in December, once staff obtains the list of leaks we will begin preparation for the repairs.

Staff completed 160 B-box repairs.

The Water Division completed 41 watermain breaks in-house in the 2025 calendar year.

Staff inspected 685 fire hydrants. These inspections and working in conjunction with the Fire District, helped drop the Village's ISO rating from a "3" to a "2", which lowers insurance rates for homeowners.

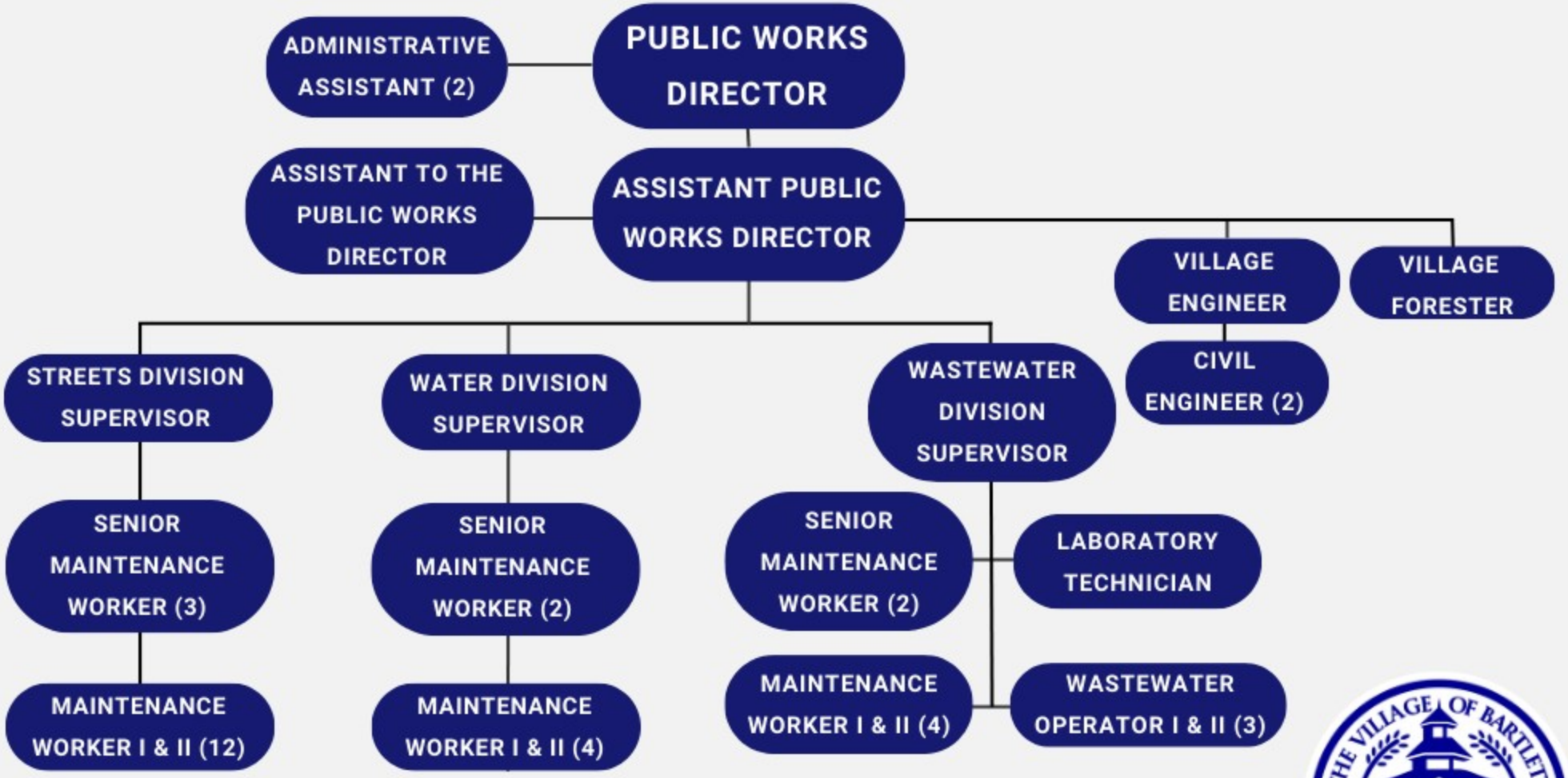
The Stearns Road Reservoir was repaired and painted.

With the meter replacement nearing completion, Staff have begun utilizing with residents the "My360" application. A web-based app that allows residents to see their water usage in real time and set alerts for high water usage or if they shouldn't have any usage at all.

Due to a 90" main repair for the Northwest Suburban Joint Action Water Agency (JAWA) over the summer, Bartlett provided emergency water to our neighboring communities in Streamwood and Hanover Park for a week with no disruption to our own supply.

VILLAGE OF BARTLETT

PUBLIC WORKS DEPARTMENT ORGANIZATIONAL CHART



Department Leadership & Administrative Support

Public Works Director

The Public Works Director provides leadership, strategic direction, and administrative oversight for all Public Works operations. Responsibilities include managing departmental budgets, overseeing infrastructure planning and maintenance, coordinating capital improvement projects, ensuring regulatory compliance, and supporting interdepartmental coordination. The Director directly supervises the Assistant Public Works Director, Assistant to the Public Works Director, Village Engineer, two Administrative Assistants, and the Village Forester

Assistant Public Works Director

The Assistant Public Works Director supports the Director in managing departmental operations, capital projects, and day-to-day service delivery. Responsibilities include coordinating interdivisional activities, assisting with budget development, overseeing operational programs, managing departmental initiatives, and serving as acting director in the Director's absence. This position contributes to long-term planning and continuous improvement across all divisions. The Assistant Public Works Director supervises the Streets, Water, and Wastewater Supervisors.

Assistant to the Public Works Director

The Assistant to the Public Works Director provides administrative, operational, and project support to the Public Works Director and Assistant Director. Responsibilities include coordinating communications, assisting with project documentation, supporting research and analysis, preparing reports, maintaining records, and serving as a contact point for residents and contractors. This position enhances the efficiency and effectiveness of departmental leadership functions.

Administrative Assistants (Two Full-Time Positions)

The Administrative Assistants support daily Public Works operations by managing front-office functions, processing work orders, maintaining records, scheduling service requests, assisting with public inquiries, and providing administrative support to all divisions. They help ensure accurate documentation, efficient communication, and high-quality customer service. Both positions report to the Public Works Director.

ENGINEERING DIVISION

Division Overview

The Engineering Division provides technical expertise and oversight for Village infrastructure planning, design, and construction. The division manages capital improvement

projects, reviews development proposals, updates infrastructure data, and supports street, water, wastewater, and stormwater system planning. Engineering staff work closely with all Public Works divisions to ensure that Village infrastructure meets safety standards, regulatory requirements, and long-term community needs.

Village Engineer

The Village Engineer directs engineering activities, including project design and management, construction oversight, infrastructure analysis, development review, and capital improvement planning. Responsibilities include preparing engineering plans and specifications, coordinating with consultants and contractors, managing project budgets, and ensuring compliance with engineering standards. The Village Engineer reports to the Public Works Director and supervises the Civil Engineer and Engineering Technician.

Civil Engineer (Two Full-Time Positions)

The Civil Engineer performs professional engineering work related to the design, construction, and maintenance of Village infrastructure. Responsibilities include preparing plans, reviewing development submissions, supporting construction oversight, conducting field inspections, and assisting with capital improvement projects. The Civil Engineer supports multiple Public Works divisions and reports to the Village Engineer.

WATER SUPPLY DIVISION

Division Overview

The Water Supply Division is responsible for providing safe, reliable drinking water for the community. The division manages water treatment, distribution, system maintenance, metering, and regulatory compliance to ensure the Village's water infrastructure remains dependable and well-maintained.

Water Supervisor

The Water Supervisor directs daily operations of the water supply and distribution system, including treatment facility operations, water quality monitoring, hydrant and valve maintenance, service installations, metering, and emergency repairs. The Supervisor supervises Maintenance Workers I, II, Senior Maintenance Workers, and Operators covered by the Village's collective bargaining agreement. Responsibilities include crew leadership, regulatory compliance, preventative maintenance scheduling, and ensuring the reliability and safety of the water system. The Water Supervisor reports directly to the Public Works Director.

Senior Maintenance Worker

The Senior Maintenance Worker performs and oversees maintenance, repair, and installation activities related to the village's potable water supply system. Duties include diagnosing complex system issues; maintaining water mains, valves, hydrants, pumps, and related infrastructure; and coordinating work within the public right-of-way. This position

provides technical leadership and supports system reliability, water quality, and regulatory compliance.

Maintenance Worker Level II

The Maintenance Worker Level II performs a broad range of water system maintenance duties with limited supervision. Responsibilities include inspection and maintenance of water mains, valves, and hydrants; assisting with leak detection and repairs; service connections; and operating light to medium equipment. This position supports reliable water service and regulatory compliance.

Maintenance Worker Level I

The Maintenance Worker Level I assists with routine maintenance and repair of the potable water system under supervision. Duties include assisting with water main repairs, hydrant flushing, valve exercising, site restoration, and general labor. This position operates hand tools and light equipment in support of water system operations.

Water Operator Level II

The Water Operator Level II performs a higher level of operational responsibility within the water supply system with limited supervision. Duties include monitoring and adjusting treatment and distribution processes, responding to system alarms or irregular conditions, performing operational inspections, maintaining required records, and assisting with regulatory compliance activities. This position plays a key role in maintaining water quality, system reliability, and uninterrupted service.

Water Operator Level I

The Water Operator Level I supports the daily operation and monitoring of the village's potable water system under supervision. Duties include conducting routine system checks, collecting and recording operational data, assisting with water treatment and distribution activities, and performing basic operational and maintenance tasks. This position supports safe, reliable water service and compliance with applicable water quality standards.

WATER SUMMARY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 1,338,358	$ 1,270,540	$ 1,265,223	$ 1,509,407	$ 1,633,965	$ 1,661,175	$ 1,854,497
	Contractual Services	6,326,874	6,129,619	6,441,380	6,853,348	7,361,270	7,968,704	8,528,310
	Commodities	190,909	205,119	214,120	252,243	287,091	258,700	257,100
	Other Charges	2,016,948	1,850,293	2,040,137	2,037,458	2,041,399	2,061,754	2,069,803
	Capital Outlay	13,297	12,773	3,125	38,522	12,732	62,000	125,000
	Subtotal Net of Transfers	9,886,386	9,468,344	9,963,985	10,690,978	11,336,457	12,012,333	12,834,710
	Transfers to General Fund	130,000	130,000	130,000	130,000	130,000	130,000	130,000
	Central Service Allocation	187,107	191,911	191,911	194,637	227,664	244,470	262,490
	Vehicle Replacement Allocation	20,879	20,879	42,908	20,879	20,879	20,879	20,879
	Total Water	**$ 10,224,372**	**$ 9,811,134**	**$ 10,328,804**	**$ 11,036,494**	**$ 11,715,000**	**$ 12,407,682**	**$ 13,248,079**
Authorized Staffing	Public Works Director	0.33	0.33	0.33	0.33	0.33	0.33	0.33
	Assistant Public Works Director	0.00	0.33	0.33	0.33	0.33	0.33	0.33
	Village Engineer	0.34	0.34	0.34	0.34	0.33	0.33	0.33
	Civil Engineer	0.00	0.00	0.00	0.34	0.33	0.33	0.33
	Engineering Technician	0.66	0.66	0.66	0.66	0.33	0.33	0.33
	Administrative Assistant	0.66	0.66	0.66	0.66	0.66	0.66	0.66
	Water Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Management Analyst/Intern	0.33	0.00	0.00	0.00	0.00	0.17	0.17
	Assistant to Director	0.00	0.00	0.00	0.00	0.00	0.33	0.33
	Senior Maintenance Workers	2.00	2.00	1.00	1.00	2.00	2.00	2.00
	Maintenance Workers	4.00	4.00	4.00	4.00	4.00	4.00	4.00
	Customer Service Representative	0.50	0.50	0.50	0.50	0.50	0.50	0.50
	Billing Clerk	0.75	0.75	0.75	0.75	0.75	0.75	0.75
	Total Full Time Equivalents	**10.57**	**10.57**	**9.57**	**9.91**	**10.56**	**11.06**	**11.06**
Activity Measures	DWC Pumpage in 1,000 Gallons	1,142,338	1,138,411	1,132,130	1,183,703	1,218,241	1,322,000	1,434,000
	Training Hours per employee*						25	25
	Service calls*	4,452	3,998	3,598	3,464	3,729	2,900	3,000
	New meters installed/replaced*	22 / 176	34 / 192	19 / 217	45 / 217	122 / 206	100 / 150	150 / 0
	Fire Hydrants Inspected					449	685	1,000
	BBOXES repaired	26	43	102	100	243	160	150
	Main breaks*	69	41	39	30	68	70	65
	Valves Exercised*	9	2	133	342	150	500	800
	Fire hydrants repaired/painted*	204	106 / 205	66 / 210	62/ 219	25 / 378	40 / 399	50 / 386

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Water Operating

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
	0	0	0	0
TOTALS	**$ -**	**$ -**	**$ -**	**$ -**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Water Operating

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
1	Ford F250 truck with utility box	60,175	vehicle Replacement	No	Replacing a 2015 Ford f250 truck with utility box
2	OpenGov Asset Management Software	65,000	New	No	Asset Management Software implementation for the water division. Strategic Plan Goal of Maintaing Critical Instrastructure
3	Bulk Water Fill Station	60,000	New	No	Contractors able to get bulk water. This machine tracks water usage. Currently outside users utilize our hydrants, making it difficult to track and verify accuracy.
	TOTAL Water **Total Vehicle Replacement Fund**	**$125,000** **$60,175**			
	TOTAL	**$185,175**			

Vehicle Replacement Justifications

*Note: Vehicles evaluated based off two (2) separate criteria. Sheets available upon request

Vehicle Number	Evaluation Comments	Age	Mileage/Hours	Type of Service	Reliability	Maint/Repair $	Condition	TOTAL	Analysis
15-226		11	159,882/13113	2	3	4	4	**24**	
								0	
								0	

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Water Operating

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Mid-Central Water Operator's monthly meetings $20.00 per meeting per person	200		Village Vehicle		200
Misc. training seminars through Southern Illinois Environmental Resource Training Center (ERTC)/ IEPA for water staff to satisfy mandatory continuing education requirements.	450		Village Vehicle		450
Various seminars to meet IRMA requirements	300		Village Vehicle		300
American Public Works Association National Conference August 2026, Houston DPW & ADPW Full registration (1/3 Streets, 1/3 water, 1/3 sewer)	1,000	750	Village Vehicle		1,750
APWA Road Scholar Program One (1) Employee to be announced	695	750	Village Vehicle		1,445
Illinois Public Services Institute (IPSI)- Management Training Effingham, IL - Spring & Fall Sessions 2 Employee	1,700	1,500	Village Vehicle		3,200
Midwest Advanced Public Service Institute St. Joseph, MI Spring Session 1 employee (Budget 1/3 Streets, 1/3 Water, 1/3 Sewer)	250	150	Village Vehicle		450
TOTALS	**$4,595**	**$3,150**	**$0**	**$0**	**$7,795**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Water Operating

Organization Name	New or Existing	Employee(s) Name	Cost
American Waterworks Association - Affiliate	Existing	4 Staff Members	380
Mid-Central Operator's Association	Existing	Corporate Membership	150
American Public Works Association	Existing	Blake Grenlie	175
		TOTAL	**$705**

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5000 - Water Operating									
511000	Regular Salaries	842,945	1,082,088	1,141,506	1,161,271	1,218,074	1,275,277	5%	
511100	Overtime Salaries	44,087	38,698	80,147	60,000	60,000	60,000	0%	
511200	Temporary Salaries	0	0	0	20,000	34,000	34,000	0%	
514000	Employee Retirement Contributions	180,217	190,102	209,494	219,904	228,780	255,822	12%	
515000	Employee Group Insurance	197,974	198,519	202,818	200,000	237,408	229,398	-3%	
	Total Personnel Services	1,265,223	1,509,407	1,633,965	1,661,175	1,778,262	1,854,497	4%	
520025	DWC Water Agreement	5,864,433	6,380,159	6,797,785	7,392,204	7,055,000	8,000,000	13%	Maintain 8% more water @4%increase/gallon
522400	Service Agreements	357,558	272,810	272,085	275,000	275,000	165,110	-40%	WRT Removal
522500	Equipment Rental	7,903	8,431	10,510	8,200	8,500	8,500	0%	
522720	Printing Services	8,800	8,720	8,713	8,800	9,500	9,500	0%	
522800	Analytical Testing	19,124	15,699	18,173	24,500	25,000	25,000	0%	
523100	Advertising	530	194	99	0	200	200	0%	
523401	Engineering Services	44,218	36,695	52,389	80,000	115,000	115,000	0%	
524120	Utilities	68,700	70,701	82,091	91,000	100,000	100,000	0%	
526000	Vehicle Maintenance	7,802	5,465	5,991	4,000	5,000	5,000	0%	
527120	Services to Maintain Mains	62,312	54,474	113,434	85,000	80,000	100,000	25%	SPOILS HAULING
	Total Contractual Services	6,441,380	6,853,348	7,361,270	7,968,704	7,673,200	8,528,310	11%	
530100	Materials & Supplies	56,425	80,821	81,704	71,000	72,000	72,000	0%	
530110	Uniforms	3,076	4,662	4,313	4,000	4,200	4,200	0%	
530115	Subscriptions/Publications	0	0	0	0	200	200	0%	
530120	Chemical Supplies	13,851	16,015	16,175	16,300	16,500	16,500	0%	
530150	Small Tools	2,772	7,279	2,466	2,500	2,500	2,500	0%	
530160	Safety Equipment	3,672	2,075	3,501	3,200	3,000	3,000	0%	
532000	Automotive Supplies	14,106	12,956	13,527	13,000	14,000	14,000	0%	
532200	Office Supplies	3,683	1,950	4,515	4,900	5,000	5,000	0%	
532300	Postage	37,932	39,847	41,876	50,000	40,000	42,000	5%	

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5000 - Water Operating									
534300	Equipment Maintenance Materials	8,687	23,334	11,088	18,000	20,000	20,000	0%	
534500	Grounds Maintenance Materials	1,115	0	0	1,000	5,200	5,200	0%	
534600	Building Maintenance Materials	8,332	698	9,358	9,300	7,500	7,500	0%	
534810	Meter Maintenance Materials	60,469	62,606	98,568	65,500	65,000	65,000	0%	
	Total Commodities	214,120	252,243	287,091	258,700	255,100	257,100	1%	
541600	Professional Development	1,391	4,552	5,386	4,500	9,545	7,795	-18%	
543101	Dues	611	831	787	800	815	705	-13%	
546300	Bank Charges	5,709	5,782	5,696	6,000	6,100	6,100	0%	
546900	Contingencies	3,454	11,116	12,129	20,000	25,000	25,000	0%	
547047	IEPA Loan Interest	123,763	117,419	110,958	107,264	107,264	100,615	-6%	
547048	IEPA Loan Principal	340,455	346,748	353,158	359,686	359,686	366,334	2%	
547072	DWC Buy-In ($13M)	434,354	434,354	434,354	434,354	434,354	434,354	0%	
547079	2021A GO Bond Interest	520,400	476,656	443,931	424,150	424,150	388,900	-8%	
547080	2021A GO Bond Principal	610,000	640,000	675,000	705,000	705,000	740,000	5%	
	Total Other Charges	2,040,137	2,037,458	2,041,399	2,061,754	2,071,914	2,069,803	0%	
570100	Machinery & Equipment	3,125	38,522	12,732	62,000	62,000	125,000	102%	
	Total Capital Outlay	3,125	38,522	12,732	62,000	62,000	125,000	102%	
590100	Transfer to General	130,000	130,000	130,000	130,000	130,000	130,000	0%	
590600	Transfer to Central Services	191,911	194,637	227,664	244,470	244,470	262,490	7%	
590610	Transfer to Vehicle Replacement	42,908	20,879	20,879	20,879	20,879	20,879	0%	
	Total Transfers Out	364,819	345,516	378,543	395,349	395,349	413,369	5%	
Total Water Operating Expenses		**$10,328,804**	**$11,036,494**	**$11,715,000**	**$12,407,682**	**$12,235,825**	**$13,248,079**	**8%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Water Operating

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
520025	**DuPage Water Commission Agreement**		**7,055,000**	**8,000,000**
	(Anticipates DWC increase of 4% or CPI)			
522400	**Service Agreements**		**275,000**	**165,110**
	Lionheart- service for emergency generators	550		
	CPS & HARCO Cathodic Protection for Storage Tanks	6,160		
	J.U.L.I.E.- Average charge: $250/month	3,000		
	Accurate Tank- testing for fuel tanks. Avg. $425/month	3,900		
	Cross connection administration service	6,000		
	WRT- Estimated annual cost for Well 4 radium removal: 12 months	0		
	WRT- Estimated annual cost for Well 7 radium removal: 12 months	0		
	Large customer meter testing program	17,500		
	Neptune- Annual maint. agreement for meter reading hardware and software	3,500		
	Illinois Central Railroad watermain right of way lease	500		
	Contract mowing at the water stations	9,000		
	Wunderlich-Malec- Service support for SCADA	10,000		
	Annual Hydrant Painting Project	50,000		
	Operations Support - Consultant to assist with day-to-day & emergency operations	55,000		
		165,110		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Water Operating

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
522800	**Analytical Testing**		**25,000**	**25,000**
	Suburban Laboratory - Monthly routine and misc. sampling	17,500		
	UCMR5 Sampling	6,000		
	increased lead testing	1,500		
		25,000		
523401	**Engineering Services**	**20,000**	**20,000**	**20,000**
	Increased IEPA regulation requirements			
524120	**Utilities**		**100,000**	**100,000**
	Commonwealth Edison	92,900		
	Northern Illinois Gas (avg $300/month)	3,600		
	Emergency Power/Gas Costs	3,500		
		100,000		
527120	**Services to Maintain Mains**	**100,000**	**80,000**	**100,000**
	Spoil disposal costs associated with digs, asphalt and concrete restorations, the cost of an outside excavation contractor if needed.			
530100	**Materials & Supplies**		**72,000**	**72,000**
	Home Depot - misc. supplies & equipment	5,500		
	Grainger- misc. fasteners and supplies	4,500		
	Gravel for backfilling excavations	8,000		
	Core & Main - hydrants, valves, repair clamps, b-box supplies	41,000		
	USA Blue Book - misc. supplies and equipment	4,500		
	Misc. Vendors - additional supplies and equipment	8,500		
		72,000		

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Water Operating

Account Number	Description/Detail		2025/26 Budget	2026/27 Budget Request
530120	**Chemical Supplies**	**16,500**	**16,500**	**16,500**
	Chlorine for disinfection @ $1375/month			
532000	**Automotive Supplies** (Misc. Repair Parts / Supplies for Vehicles)		**14,100**	**14,100**
	Misc. repair parts and supplies for vehicles.	1,500		
	Estimated 4,200 gallons of fuel@$3.00/Gal	12,600		
		14,100		
532300	**Postage**		**40,000**	**42,000**
	Water portion of monthly water bills	30,800		
	Annual water report mailing costs, monthly postage meter charges	11,200		
	INCREASED POSTAGE	**42,000**		
534300	**Maintenance - Equipment**	**20,000**	**20,000**	**20,000**
	Miscellaneous routine equipment maintenance and replacement, as well as any unforeseen emergency repairs.			
534810	**Materials to Maintain Meters**		**65,000**	**65,000**
	Large meter testing and repair:	5,400		
	Meters for new construction, meter fittings and supplies	59,600		
		65,000		

VILLAGE OF BARTLETT | PUBLIC WORKS - SEWER

The Sewer Division is one of the three major divisions of the Public Works Department. The Sewer Division consists of the main water reclamation plant located on Bittersweet Drive and approximately 160 miles of sanitary sewers. It is staffed by seventeen employees who maintain the sewers, twenty-one sewage lift stations, and two excess flow facilities, as well as manage the water reclamation plant process and the associated equipment.

EQUIPMENT UPGRADES

The Sewer Division completed the Devon Force Main and Lift Station project, improving conveyance of excess flows to the Water Reclamation Facility. The project eliminated an excess flow permit and removed a potential compliance risk from the system.

IN-HOUSE SEWER REPAIRS

Sewer crews completed more than 100 sanitary structure repairs in-house, saving the Village approximately $50,000 compared to contractor costs.

PROACTIVE JETTING

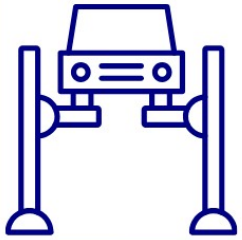
Replaced 200 open-pick and damaged manhole covers, which reduces the amount of rain and stormwater from getting in the system.

SYSTEM CONDITION ASSESSMENT

Staff inspected approximately 498,500 feet of sanitary sewer using the SL-Rat system, covering nearly 60 percent of the Village's system in five months. The data collected is being used to prioritize lining, cleaning, and maintenance efforts.

ODOR CONTROL PROGRAM

The Sewer Division partnered with an odor control vendor to conduct a 30-day pilot test in the Apple Orchard neighborhood. The pilot evaluated new methods to reduce odors associated with sewer flows from food-related uses.



LIFT STATION MONITORING

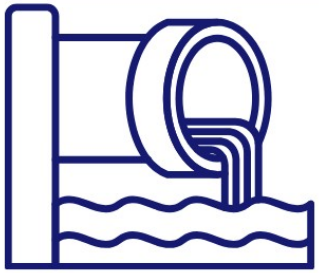
Staff instituted bi-monthly amp draw monitoring at all 21 lift stations to detect abnormal pump operation. This proactive monitoring helps prevent equipment failure and costly emergency repairs.

IN-HOUSE ROOT REMOVAL SAVINGS

Sewer crews used a root ripper in the Apple Orchard neighborhood to clear major blockages caused by root intrusion. Completing the work in-house saved an estimated $25,000 compared to contractor costs.

COST OF SERVICE ANALYSIS

The Sewer Division completed a comprehensive water and sewer rate study in partnership with Stantec. The study provides data to support future rate adjustments and long-term funding of operations and capital needs.



REGULATORY COMPLIANCE

Staff submitted the NPDES permit application for the Bittersweet Water Reclamation Facility, extending permit coverage through 2031. The facility continued to meet all discharge limits throughout the year.

SEWER

Department Description

The Sewer Division is one of the three major divisions of the Public Works Department. The Sewer Division consists of the main water reclamation plant located on Bittersweet Drive and approximately 170 miles of sanitary sewers. It is staffed by thirteen employees who maintain the sewers, twenty-one sewage lift stations, and two excess flow facilities, as well as manage the Bittersweet Water Reclamation Facility (WRF) process and the associated equipment. The WRF is permitted to treat an average daily flow of 9.2 million gallons per day (MGD), with a peak flow rate of 20 MGD. The current average daily flow is about 3.0 MGD.

The WRF is a permitted discharge with water quality limitations. Due to the Village being split up in three counties, wastewater treatment for the portion of Cook County east of 59 is treated by the Metropolitan Water Reclamation District of Greater Chicago (MWRD), and the portion west of 59 and into Kane County is treated by the Fox River Water Reclamation District (FRWRD). DuPage County normal flows and excess flows from the Cook County area are treated locally at the Bittersweet WRF. Permits are issued by the Illinois Environmental Protection Agency under the National Pollutant Discharge Elimination System (NPDES). The treated effluent from the WRF continually meets the imposed permit limits. The treated organic matter in the sewage is biologically stabilized and hauled away by a private contractor and used as a soil amendment on farmland.

2026/27 Budget Highlights

The Sewer Division budget is seeing a 3% increase. Mainly attributable to the capital outlay for building and lift station maintenance items as well as service agreements to protect and extend the life of the new equipment at the WRF. The service agreement costs should be stable for a few years after this initial fiscal year of implementation.

The Country Place Lift Station project including upgrading the controls and converting to a wet well, eliminating the need for confined space permits, is set to get underway in spring of 2025.

Continue seeking new and innovative ways to combat odors produced by the food industries within the business park.

Continue the sanitary sewer cleaning program and partner with GIS to keep maintenance tables up to date for quick reference.

Sewer lining will be a priority again this fiscal year. This year's project is anticipated to be to cover portions of the Apple Orchard subdivision. Additionally lateral service lining will make up a portion of the lining as well with cost sharing from the village.
Stay proactive on televising and pinpointing the areas of high infiltration and inflow (I/I).

Continue SL-Rat pipe scanning in the rest of the town to help determine priority on lining and jetting projects going forward. The

SL-Rat allows staff to determine areas of concerns throughout the village and focus their jetting efforts on those areas. It will also help to prioritize areas to be lined in future years.

Strategic Plan – Financial Sustainability

1. **Percentage of services delivered covered by fees collected –** *Knowing the actual cost of services helps the Village allocate resources effectively, set realistic budgets based on actual need, determine fees accordingly, and plan for long-term sustainability. This understanding of costs also helps decision makers prioritize services and make data-driven evaluations for programs or capital projects.*

STATUS: Staff released an RFQ in the spring in 2025 for a water and sewer rate study to help determine appropriate sewer and water rates in order to properly fund existing and future operational and capital needs. The village board approved Stantec Consulting Services Inc. and over the summer, data was gathered by staff and Stantec for their analysis. In December, Staff and Stantec presented the water and sewer rate study to the Village board.

NEXT STEPS: Staff will use the study to help drive rate discussions in the future as well as adjust the way the village bills our residents and businesses by using meter sizes instead of a minimum bill and creating a tiered rate structure to promote water conservation.

2. Grant Strategy Established – *A grant strategy helps the village identify and prioritize the most relevant and high-impact grant opportunities, align funding sources with community goals, capital plans, and unmet needs, and avoid missed deadlines or last-minute scrambles that can lead to lost funding. A proactive strategy allows the Village to build stronger applications with better data, partnerships, and narratives, develop internal capacity and track performance and learn from past applications.*

STATUS: Public Works staff has begun building a matrix that includes the Village's adopted Capital Improvement Plan and projected construction schedules. This matrix will include different categories for each type of project. As part of this grant preparation, staff maintains a list of "shovel ready" projects in order to be primed to apply for any new grants or funding opportunities that may open with short notice.

NEXT STEPS: Staff will continue to research potential grants for each project category and catalog due dates, resolution requirements, and different grant requirements for each grant applicable.

Strategic Plan – Future Ready Workforce

1. **Staff capacity to meet service demands –** *Without adequate staffing, services like public works can slow down, residents may experience delays in services. Staffing capacity allows the Village to scale and adapt to better meet needs effectively.*

STATUS: Public Works has been taking an active approach in succession planning and preparing for when staff members retire, making sure the future staff members are trained and ready to take over.

NEXT STEPS: The Sewer Division has seen some turnover in the last few years, but over the last year, the crew has been consistent and has begun cross training where appropriate. Staff is preparing for a potential retirement in the near term to ensure continued consistent operations of both the plant and sewer operations.

2. Organizational resilience – *The ability of a community, government, or organization to withstand, adapt to, and recover from disruptions – whether they're sudden crises or long-term challenges. For a municipal organization, resilience is especially important. Supporting a healthy, sustainable work environment, building staff expertise and cross-departmental collaboration and maintaining continuity of operations directly impacts the quality, reliability and responsiveness of Village operations.*

STATUS: The Sewer Division is currently sending one of our senior maintenance workers through the Illinois Public Service Institute (IPSI) for leadership training.

NEXT STEPS: In future years, as personnel changes occur, new staff coming into leadership roles will be enrolled into the Illinois Public Service Institute (IPSI) to attend training programs that not only teach them leadership skills, but different hands-on training to get a more well-rounded training experience. Additionally, we are looking to send one of the maintenance workers to the Illinois Roads Scholar Program (IRSP).

Strategic Plan – Critical Infrastructure Preserved

1. Assets Maintained Adequately to Meet Level of Service – *Maintaining infrastructure is a critical priority because it protects public safety, encourages economic vitality, and improves the daily experience of residents and visitors. Infrastructure is a major public investment and maintaining it protects taxpayer dollars, extends the useful life of the assets and ensures reliability of services.*

STATUS: The streets division will be finishing implementation in FY26, with the water division anticipated to be implemented in FY27. Although the sewer division will be included last, portions of sewer are being added currently under fleet as well as the personnel.

NEXT STEPS: In a future year, staff anticipates adding the sewer division to the OpenGov Enterprise Asset Management System, completing full implementation of the system throughout each division.

SEWER

2025-26 Highlights

Completed the Devon Force Main and Lift Station project. The lift station will still pump everyday flows from that area of DuPage County but also convey excess flow from Cook County to the WRF for treatment. This eliminates a permit for the Village and removes a potential violation/excursion point from the previous Excess Flow Facility.

As time allowed, staff continued to fabricate stainless steel brackets to hold up electrical pump cables at the lift stations. These brackets will hold up better in the harsh environments.

Staff inspected 498,500 feet of sewer main with the new SL-Rat, approximately 60% of the town, over 5 months.

Staff used the root ripper in the Apple Orchard neighborhood to clear several significant blockages due to root intrusion. With crews being able to complete the work in-house, savings for this particular blockage are estimated at $25,000 versus hiring a contractor.

Staff has instituted proactive jetting of areas in town that have had frequent backups and blockages, mostly around areas with a high concentration of restaurants. This proactive jetting reduces overtime call outs for sewer backups and disruptions to our business community.

Staff repaired over 100 sanitary sewer structures in-house, saving the Village approximately $50,000 compared to a contractor performing similar work.

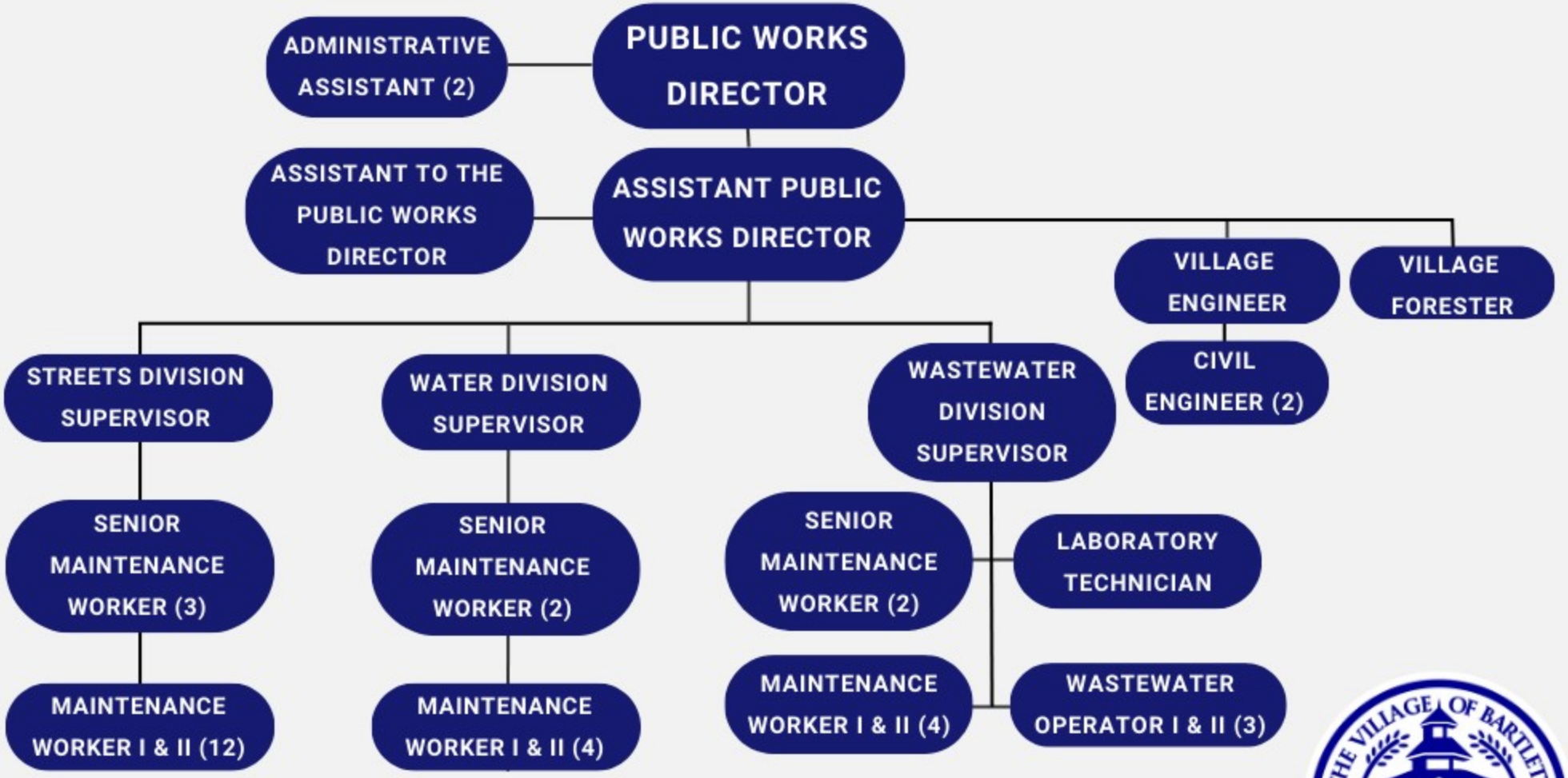
Staff has instituted bi-monthly amp draws to our 21 lift stations. By measuring the amps periodically, staff can help ensure there is not an issue causing the pumps to draw more amps than they should be and helping to prevent catastrophic repairs.

Staff is working with an odor control company to conduct a 30-day test of their system to determine if the odors emitting throughout portions of the Apple orchard neighborhood can be eliminated or greatly reduced.

Staff submitted the NPDES permit application required for the Bittersweet treatment plant. The current permit is expiring in May 2026 and the new permit will extend another 5 years until 2031.

VILLAGE OF BARTLETT

PUBLIC WORKS DEPARTMENT ORGANIZATIONAL CHART



Department Leadership & Administrative Support

Public Works Director

The Public Works Director provides leadership, strategic direction, and administrative oversight for all Public Works operations. Responsibilities include managing departmental budgets, overseeing infrastructure planning and maintenance, coordinating capital improvement projects, ensuring regulatory compliance, and supporting interdepartmental coordination. The Director directly supervises the Assistant Public Works Director, Assistant to the Public Works Director, Village Engineer, two Administrative Assistants, and the Village Forester

Assistant Public Works Director

The Assistant Public Works Director supports the Director in managing departmental operations, capital projects, and day-to-day service delivery. Responsibilities include coordinating interdivisional activities, assisting with budget development, overseeing operational programs, managing departmental initiatives, and serving as acting director in the Director's absence. This position contributes to long-term planning and continuous improvement across all divisions. The Assistant Public Works Director supervises the Streets, Water, and Wastewater Supervisors.

Assistant to the Public Works Director

The Assistant to the Public Works Director provides administrative, operational, and project support to the Public Works Director and Assistant Director. Responsibilities include coordinating communications, assisting with project documentation, supporting research and analysis, preparing reports, maintaining records, and serving as a contact point for residents and contractors. This position enhances the efficiency and effectiveness of departmental leadership functions.

Administrative Assistants (Two Full-Time Positions)

The Administrative Assistants support daily Public Works operations by managing front-office functions, processing work orders, maintaining records, scheduling service requests, assisting with public inquiries, and providing administrative support to all divisions. They help ensure accurate documentation, efficient communication, and high-quality customer service. Both positions report to the Public Works Director.

ENGINEERING DIVISION

Division Overview

The Engineering Division provides technical expertise and oversight for Village infrastructure planning, design, and construction. The division manages capital improvement

projects, reviews development proposals, updates infrastructure data, and supports street, water, wastewater, and stormwater system planning. Engineering staff work closely with all Public Works divisions to ensure that Village infrastructure meets safety standards, regulatory requirements, and long-term community needs.

Village Engineer

The Village Engineer directs engineering activities, including project design and management, construction oversight, infrastructure analysis, development review, and capital improvement planning. Responsibilities include preparing engineering plans and specifications, coordinating with consultants and contractors, managing project budgets, and ensuring compliance with engineering standards. The Village Engineer reports to the Public Works Director and supervises the Civil Engineer and Engineering Technician.

Civil Engineer (Two Full-Time Positions)

The Civil Engineer performs professional engineering work related to the design, construction, and maintenance of Village infrastructure. Responsibilities include preparing plans, reviewing development submissions, supporting construction oversight, conducting field inspections, and assisting with capital improvement projects. The Civil Engineer supports multiple Public Works divisions and reports to the Village Engineer.

WASTEWATER DIVISION

Division Overview

The Wastewater Division operates and maintains the Village's wastewater collection and treatment systems. The division ensures safe and effective wastewater management through system monitoring, preventative maintenance, regulatory compliance, and emergency response.

Wastewater Supervisor

The Wastewater Supervisor oversees all wastewater operations, including treatment processes, pump station maintenance, sewer system inspections, compliance reporting, and staff supervision. The Supervisor directs and evaluates a workforce that includes Maintenance Workers I, II, Senior Maintenance Workers, Operators and a Laboratory Technician - all of whom are covered by a collective bargaining agreement. Responsibilities include scheduling work, coordinating preventative maintenance programs, managing equipment, monitoring system performance, and ensuring adherence to federal and state environmental regulations. The Wastewater Supervisor reports directly to the Public Works Director.

Senior Maintenance Worker

The Senior Maintenance is responsible for the inspection, maintenance, and repair of wastewater treatment facilities and lift stations. Duties include diagnosing and repairing pumps, valves, motors, plumbing, and electrical systems; performing routine and preventive maintenance; fabricating and installing

equipment components; and ensuring proper operation of wastewater processing equipment. The position supports system reliability, regulatory compliance, and uninterrupted wastewater operations.

Maintenance Worker Level II

The Maintenance Worker Level II performs a broader range of wastewater maintenance tasks with limited supervision. Duties include routine inspections, preventive maintenance, and basic repair of pumps, valves, and lift station equipment; troubleshooting minor mechanical issues; and assisting with equipment installation and repairs. This position supports operational efficiency and regulatory compliance while working under the direction of senior maintenance personnel.

Maintenance Worker Level I

The Maintenance Worker Level I assists with routine maintenance and upkeep of wastewater treatment facilities and lift stations. Duties include basic inspection, cleaning, lubrication, painting, and minor repairs of equipment and facilities, as well as assisting senior staff with preventive maintenance and repair activities. This position performs manual labor and operates basic tools and equipment under supervision to support safe and reliable wastewater operations.

Wastewater Operator Level I

The Wastewater Operator Level I supports the daily operation of the wastewater treatment plant by performing routine monitoring, basic operational tasks, and equipment checks under supervision. Duties include recording operational data, assisting with process control activities, performing basic maintenance and housekeeping tasks, and ensuring compliance with safety procedures. This position assists senior operators to maintain efficient plant operations and regulatory compliance.

Wastewater Operator Level II

The Wastewater Operator Level II performs a higher level of operational responsibility within the wastewater treatment plant, working with limited supervision. Duties include monitoring and adjusting treatment processes, conducting operational inspections, troubleshooting process and equipment issues, maintaining operational records, and responding to alarms or system irregularities. This position plays a key role in maintaining permit compliance, system efficiency, and reliable treatment plant performance.

Laboratory Technician

The Laboratory Technician supports wastewater treatment plant operations by conducting sampling, testing, and analysis of wastewater to monitor treatment effectiveness and regulatory compliance. Duties include performing routine laboratory tests, maintaining accurate records and reports, calibrating and maintaining laboratory equipment, and assisting operators with process control data. This position ensures timely and accurate water quality information to support operational decision-making and compliance with environmental regulations.

SEWER SUMMARY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 2,069,517	$ 2,119,138	$ 2,187,130	$ 2,084,960	$ 2,127,401	$2,309,256	$ 2,435,508
	Contractual Services	703,125	857,451	487,926	558,922	580,353	708,031	854,000
	Commodities	445,728	536,113	826,440	643,414	327,005	427,698	458,000
	Other Charges	745,511	739,408	755,397	757,909	1,978,951	2,756,424	2,781,650
	Capital Outlay	54,064	41,720	3,125	50,974	313,225	118,000	270,000
	Subtotal Net of Transfers	4,017,945	4,293,830	4,260,018	4,096,179	5,326,935	6,319,409	6,799,158
	Transfers to General Fund	130,000	130,000	130,000	130,000	130,000	130,000	130,000
	Central Services Allocation	187,106	191,911	191,911	194,637	227,664	244,470	262,490
	Vehicle Replacement Allocation	48,879	48,879	70,908	48,879	48,879	48,879	48,879
	Total Sewer	**$ 4,383,930**	**$ 4,664,620**	**$ 4,652,837**	**$ 4,469,695**	**$ 5,733,478**	**$ 6,742,758**	**$ 7,240,527**
Authorized Staffing	Public Works Director	0.33	0.33	0.33	0.33	0.33	0.33	0.33
	Assistant Public Works Director	0.00	0.33	0.33	0.33	0.33	0.33	0.33
	Village Engineer	0.34	0.34	0.34	0.33	0.33	0.33	0.33
	Civil Engineer	0.00	0.00	0.00	0.33	0.33	0.33	0.66
	Engineering Technician	0.66	0.66	0.66	0.33	0.33	0.33	0.00
	Management Analyst/ Intern	0.33	0.00	0.00	0.00	0.00	0.17	0.17
	Assistant to Director	0.00	0.00	0.00	0.00	0.00	0.33	0.33
	Administrative Assistant	0.66	0.66	0.66	0.66	0.66	0.66	0.66
	Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Lab Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Wastewater Operators	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	Senior Maintenance Workers	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Maintenance Workers	6.00	6.00	6.00	6.00	6.00	6.00	6.00
	Customer Service Representative	0.50	0.50	0.50	0.50	0.50	0.50	0.50
	Billing Clerk	0.75	0.75	0.75	0.75	0.75	0.75	0.75
	Total Full Time Equivalents	**16.57**	**16.57**	**16.57**	**16.56**	**16.56**	**17.06**	**17.06**
	Training Hours						25	25
	Sewer main Lining (LF)*	12236	12,236	14,000	14,500	14,000	0	14,000
	Manholes Rehabilitated*	80	80	74	119	134	120	135
	LF-of Lateral Services Lined*	1,640	1,641	1,700	1,800	1,520	0	1,800
	Sewer televised (FT)*	75,000	75,000	75,000	75,000	80,000	80,000	80,000
	SL-Rat/ Sewer inspection (Ft)	N/A	N/A	N/A	N/A	N/A	498,500	500,000
	Sewer Repairs Completed*	10	8	8	12	4	4	5

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Sewer Operating

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
None				
TOTALS	**$0**	**$0**	**$0**	**$0**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Sewer Operating

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
1	Check valve/valve replacement at 3 Lift Stations (Westridge,Lakewood Mills, Lake in the Woods,)	120,000	Replace	No	Aging infrastructure > 30 years
2	Lift Station Generator Buildings Upgrade	100,000	Replace	No	Aging infrastructure > 30 years/replace shingles,facia,gutter systems. 10 Generator Buildings
3	Bioxide (Calcium Nitrate solution) for Odor	50,000	New	No	Chemical to minimize odors stemming from food producers at industrial park
4					
5					
	Total Sewer Fund **Total Vehicle Replacement Fund**	**270,000**			

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Sewer Operating

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
Wastewater Short School Rockford	1,150	1,280	Village Vehicle		2,430
Safety Seminars IRMA, National Safety Council Various Employees	300		Village Vehicle		300
American Public Works Association National Conference August 2026, Houston DPW & ADPW Full registration (1/3 Streets, 1/3 water, 1/3 sewer)	1,000	750	Village Vehicle		1,750
Illinois Public Services Institute (IPSI)- Management Training Effingham, IL - Fall 1 Senior Maintence Worker	850	750	Village Vehicle		1,600
Midwest Advanced Public Service Institute St. Joseph, MI Spring Session 1 employee (Budget 1/3 Streets, 1/3 Water, 1/3 Sewer)	250	150	Village Vehicle		400
Illinois Association of Water Pollution Control Operators Springfield 2 Sewer Division Employees	500	1,000	Village Vehicle		1,500
TOTALS	**$4,050**	**$3,930**	**$0**	**$0**	**$7,980**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Sewer Operating

Organization Name	New or Existing	Employee(s) Name	Cost
Illinois Association of Wastewater Agencies	Existing	Village Membership	2,400
Water Environment Federation/Central States & Illinois Water	Existing	Dan Dinges, John Pullia	310
Fox Valley Operators Association	Existing	Six employees	120
Northern Illinois Water Analysis Association	Existing	Mark McCue	25
American Public Works Association	Existing	John Pullia	161
DuPage River/Salt Creek Work Group	Existing	Public Works	12,204
National Association of Sewer Service Companies	Existing	Village Membership	300
		TOTAL	**$15,520**

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5100 - Sewer Operating									
511000	Regular Salaries	1,515,224	1,450,936	1,526,284	1,633,377	1,674,334	1,696,515	1%	
511100	Overtime Salaries	67,052	57,260	59,203	45,000	55,000	55,000	0%	
511200	Temporary Salaries	0	0	0	20,000	32,000	32,000	0%	
514000	Employee Retirement Contributions	290,944	260,242	271,895	301,388	314,850	335,923	7%	
515000	Employee Group Insurance	313,910	316,522	270,019	309,491	353,004	316,070	-10%	
	Total Personnel Services	2,187,130	2,084,960	2,127,401	2,309,256	2,429,188	2,435,508	0%	
522400	Service Agreements	10,429	13,037	15,824	220,000	220,000	265,000	20%	Start OpenGov end of 2026/early 2027
522500	Equipment Rental	3,887	4,353	5,717	4,500	4,000	4,000	0%	
522720	Printing Services	8,799	8,720	8,712	7,331	9,500	9,500	0%	
522800	Analytical Testing	8,219	8,905	13,857	15,000	20,000	20,000	0%	
523100	Advertising	660	68	0	200	500	500	0%	
523401	Engineering Services	1,748	12,591	2,443	84,000	90,000	90,000	0%	
524120	Utilities	343,662	402,444	399,613	260,000	300,000	300,000	0%	
524210	Sludge Removal	93,755	81,009	119,511	90,000	117,000	120,000	3%	
526000	Vehicle Maintenance	8,587	10,407	11,771	12,000	15,000	15,000	0%	
527120	Services to Maintain Mains	8,180	17,388	2,905	15,000	30,000	30,000	0%	
	Total Contractual Services	487,926	558,922	580,353	708,031	806,000	854,000	6%	
530100	Materials & Supplies	38,942	34,513	30,566	28,000	32,000	32,000	0%	
530110	Uniforms	8,400	5,821	9,417	7,800	8,000	8,000	0%	
530120	Chemical Supplies	517,740	291,408	92,266	75,000	75,000	80,000	7%	
530150	Small Tools	40	3,616	220	3,000	3,000	3,000	0%	
530160	Safety Equipment	5,283	5,280	4,583	4,400	5,000	5,000	0%	
532000	Automotive Supplies	28,944	23,066	19,389	22,000	25,000	25,000	0%	
532200	Office Supplies	1,084	1,824	4,809	4,200	5,000	5,000	0%	
532300	Postage	37,916	39,781	41,771	43,498	40,000	45,000	13%	

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5100 - Sewer Operating									
534300	Equipment Maintenance Materials	181,080	225,370	106,766	185,000	200,000	200,000	0%	
534500	Grounds Maintenance Materials	774	509	2,381	4,800	5,000	5,000	0%	
534600	Building Maintenance Materials	6,237	12,226	14,837	50,000	50,000	50,000	0%	
	Total Commodities	826,440	643,414	327,005	427,698	448,000	458,000	2%	
541600	Professional Development	3,762	5,089	3,877	7,030	9,425	7,980	-15%	
534101	Dues	13,173	15,490	13,992	15,620	15,620	15,620	0%	
546200	Permit Fees	18,000	18,000	18,000	18,000	18,000	18,000	0%	
546300	Bank Charges	5,709	5,781	5,696	5,734	6,000	6,000	0%	
546900	Contingencies	21,702	25,954	7,535	8,500	25,000	25,000	0%	
547047	IEPA Loan Interest	32,255	29,129	26,635	24,822	24,822	22,229	-10%	
547048	IEPA Loan Principal	104,896	107,317	109,794	112,328	112,328	114,921	2%	
547075	2019 Bond Interest	280,900	261,149	471,310	237,650	237,650	221,900	-7%	
547076	2019 Bond Principal	275,000	290,000	300,000	315,000	315,000	335,000	6%	
547085	WWTP IEPA Loan Interest	0	0	623,374	330,000	330,000	315,000	-5%	
547086	WWTP IEPA Loan Principal	0	0	398,738	1,681,740	1,700,000	1,700,000	0%	
	Total Other Charges	755,397	757,909	1,978,951	2,756,424	2,793,845	2,781,650	0%	
570100	Machinery & Equipment	3,125	50,974	313,225	118,000	118,000	270,000	129%	
	Total Capital Outlay	3,125	50,974	313,225	118,000	118,000	270,000	129%	
590100	Transfer to General	130,000	130,000	130,000	130,000	130,000	130,000	0%	
590600	Transfer to Central Services	191,911	194,637	227,664	244,470	244,470	262,490	7%	
590610	Transfer to Vehicle Replacement	70,908	48,879	48,879	48,879	48,879	48,879	0%	
	Total Transfers Out	392,819	373,516	406,543	423,349	423,349	441,369	4%	
Total Sewer Operating Expenses		**$4,652,837**	**$4,469,695**	**$5,733,478**	**$6,742,758**	**$7,018,382**	**$7,240,527**	**3%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Sewer Operating

Account Number	Description/Detail					2025/26 Budget	2026/27 Budget Request
522400	**Service Agreements**						
	JULIE System (utility locating)	2,500	Weather Monitoring System	750	**265,000**	**220,000**	**265,000**
	Lion Heart Generator Maintenance)	15,200	Accurate Tank (leak testing)	4,450			
	Copier Maintenance	500	Lab Equipment Calibration	1,200			
	Crane Inspection	1,500	Lawn Maintenance Contract	12,000			
	Miscellaneous	3,900	Atlas Copco 5 year (bumper to bumper)	135,000			
	Aquatic Informatics (Hach Wims)-WRF	4,500	Prairie "No-mow" O&M	20,000			
	Vapex Warranty	15,000	Centrysis Centrifuge maintenance	3,500			
	Open Gov	40,000	Aeration Mixer/ Maintenance	5,000			
522800	**Analytical Testing**				**20,000**	**20,000**	**20,000**
	Quarterly Sludge analysis	2,500	USEPA Quality Control testing	800			
	Quality Control	600	Holidays and contingency	600			
	NPDES sampling	9,500	Pre-treatment sampling	6,000			
523401	**Engineering Services**				**15,000**	**15,000**	**15,000**
	Engineering Services for plan reviews, operational assistance, and misc. sewer activities.						
	Engineering services for pre-treatment - local limits evaluation (FOG)						
524120	**Utilities**				**300,000**	**300,000**	**300,000**
	Natural Gas	20,000					
	Electricity	280,000					
524210	**Sludge Removal**				**120,000**	**117,000**	**120,000**
	These funds are for the disposal of the sludge produced by the treatment plant. Approximately 4500 cubic yards of sludge are mostly land applied, with a contingency to landfill. Influent flows have increased, due to the Brewster Creek Business Park build out. The increase flow produces more sludge which then is removed from system.						
526000	**Vehicle Maintenance**				**15,000**	**15,000**	**15,000**
	These funds are for maintenance on the seven vehicles and one utility cart, within the division. Three of the trucks are used for snow plowing. Maintaining vehicles longer = the $ increase for corrective maintenance						

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Sewer Operating

Account Number	Description/Detail	2025/26 Budget	2026/27 Budget Request
527120	**Service to Maintain Mains** **30,000** This line item is used for sewer line and manhole repairs and closed circuit television inspection of sanitary sewer lines. Funding for the overhead sewer program is charged to this line item but not budgeted.	**30,000**	**30,000**
530100	**Materials and Supplies** **32,000** Paper and cleaning supplies 2,000 — Lubricants 2,200 Lab supplies and chemicals 14,000 — Electrical supplies 1,600 Airgas 1,200 — Misc.(chart paper, batteries, gravel, pipe, hardware) 11,000	**32,000**	**32,000**
530120	**Chemical Supplies** **80,000** These funds are for process chemicals used in to operate the treatment plant. Polymer 55,000 Lift station degreaser 25,000	**75,000**	**80,000**
532000	**Automotive Supplies** **25,000** Gasoline, tires, filters, and other vehicle maintenance supplies for seven vehicles and two utility carts. Two specialized vehicles, the crane truck and the Vactor cost more to maintain. Gasoline now purchased at a local gas station.	**25,000**	**25,000**
532300	**Postage** **45,000** This line item is mainly for water and sewer billing postage. Most of the amount requested represents half of the total cost. The other half is budgeted in the Water fund.	**40,000**	**45,000**
534300	**Maintenance of Equipment** **200,000** These funds will be used for routine equipment maintenance and for unforeseeable, unscheduled maintenance and repair of equipment. Replacement of various lift station pumps and check valves.	**200,000**	**200,000**
534600	**Maintenance of Buildings** **50,000** These funds will be used for heating and air conditioning repairs, window repairs, cleaning supplies, and similar expenses. Price increase to upgrade 30 year old lab.	**50,000**	**50,000**
546200	**Permit Fees** **18,000** These are annual fees imposed by the State of Illinois on all NPDES permitted discharges. These fees were first charged in 2003.	**18,000**	**18,000**

PARKING SUMMARY

		Actual					Estimate	Budget
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Budget	Personnel Services	$ 81,736	$ 69,100	$ 60,584	$ (1,197)	$ -	$ -	$ -
	Contractual Services	24,004	38,607	40,563	48,688	52,585	51,400	53,100
	Commodities	931	2,689	1,853	0	0	1,800	2,000
	Other Charges	0	0	0	886	0	0	0
	Capital Outlay	21,714	2,428	10,162	8,278	3,485	4,150	5,000
	Subtotal Net of Transfers	128,385	112,824	113,162	56,655	56,070	57,350	60,100
	Transfer to General Fund	15,000	15,000	15,000	15,000	15,000	15,000	15,000
	Vehicle Replacement Allocation	7,110	7,110	7,110	7,110	0	0	0
	Total Parking	**$ 150,495**	**$ 134,934**	**$ 135,272**	**$ 78,765**	**$ 71,070**	**$ 72,350**	**$ 75,100**
Authorized Staffing	Parking Enforcement/Maintenance	1.00	1.00	1.00	1.00	0.00	0.00	0.00
	Total Full Time Equivalents	**1.00**	**1.00**	**1.00**	**1.00**	**0.00**	**0.00**	**0.00**
Activity Measures	Total parking spaces	746	746	746	746	746	746	746
	Permit spaces	290	290	290	290	290	290	0
	Daily spaces	456	456	456	456	456	456	746
	Daily Parkers	5,460	20,706	34,814	43,537	44,822	48,000	48,000
	Average Quarterly Permits	20	28	28	35	35	35	0

PERSONNEL REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Parking

Position Title/Justification	Annual Salary	Employee Group Insurance	IMRF	FICA
None				
TOTALS	**0**	**0**	**0**	**0**

CAPITAL OUTLAY REQUEST DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Parking

Priority Number	Equipment Description	Estimated Cost	New or Replacement	Requested Prior Years Yes/No	Justification
	None				
	TOTAL	**$0**			

PROFESSIONAL DEVELOPMENT DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Parking

Name, Location, Date(s) of Professional Development Name of Employee(s) Attending	Registration	Hotels & Meals	Travel	Other (Specify)	Total
NONE					
Total	**0**	**0**	**0**	**0**	**0**

PROFESSIONAL ASSOCIATION DETAIL
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Parking

Organization Name	New or Existing	Employee(s) Name	Cost
None			
		TOTAL	**0**

PUBLIC WORKS EXPENDITURES

Account Number	Description	Actual 2022/23	Actual 2023/24	Actual 2024/25	Estimated 2025/26	Budget 2025/26	Requested 2026/27	% Change	COMMENTS
5200 - Parking Operating									
511000	Regular Salaries	52,362	(2,436)	0	0	0	0	0%	
511100	Overtime Salaries	118	0	0	0	0	0	0%	
514000	Employee Retirement Contributions	8,104	1,239	0	0	0	0	0%	
	Total Personnel Services	60,584	(1,197)	0	0	0	0	0%	
522400	Service Agreements	13,950	16,737	19,138	19,000	17,000	19,500	15%	
523800	Rent to Railroad	4,543	4,436	5,092	4,400	4,600	4,600	0%	
524120	Utilities	11,024	14,917	15,665	14,000	15,000	15,000	0%	
529000	Other Contractual Services	11,046	12,598	12,690	14,000	14,000	14,000	0%	
	Total Contractual Services	40,563	48,688	52,585	51,400	50,600	53,100	5%	
530100	Materials and Supplies	1,853	0	0	1,800	2,000	2,000	0%	
	Total Commodities	1,853	0	0	1,800	2,000	2,000	0%	
546900	Contingencies	0	886	0	0	0	0	0%	
	Total Contingencies	0	886	0	0	0	0	0%	
570100	Machinery & Equipment	0	0	0	0	0	0	0%	
570200	Building & Grounds Improvements	10,162	8,278	3,485	4,150	5,000	5,000	0%	
	Total Capital Outlay	10,162	8,278	3,485	4,150	5,000	5,000	0%	
590100	Transfer to General	15,000	15,000	15,000	15,000	15,000	15,000	0%	
590610	Transfer to Vehicle Replacement	7,110	7,110	0	0	0	0	0%	
	Total Transfers Out	22,110	22,110	15,000	15,000	15,000	15,000	0%	
Total Parking Operating Expenses		**$135,272**	**$78,765**	**$71,070**	**$72,350**	**$72,600**	**$75,100**	**3%**	

LINE ITEM JUSTIFICATION
FISCAL YEAR 2026-27 BUDGET

DEPARTMENT: Parking

Account Number	Description Detail			2025/26 Budget	2026/27 Budget Request
522400	**Service Agreements**			**17,000**	**19,500**
	Digit Payment Technologies	(Passport,T2,Chase,Am.Express)	**19,500**		
524120	**Utilities**				
	Electric and Gas Charges		12,500	**15,000**	**15,000**
	Phone / Verizon, Comcast)		2,500		
			15,000		
529000	**Other Contractual Services**			**14,000**	**14,000**
	ATT Internet Service		1,000		
	Landscaping Maintenance Contract		13,000		
			14,000		