

City of Highwood



Annual Budget Fiscal Year 2024



FISCAL YEAR 2024 BUDGET



City of Highwood
17 Highwood Ave
Highwood, Illinois 60040
www.cityofhighwood.org

CITY OF HIGHWOOD

FISCAL YEAR 2024 BUDGET

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CITY OF HIGHWOOD

FISCAL YEAR 2024 BUDGET

Introduction

Principal Officials

Transmittal Letter



ANNUAL BUDGET

CITY OF HIGHWOOD, ILLINOIS

FOR THE FISCAL YEAR
MAY 1, 2023 – APRIL 30, 2024

PRINCIPAL OFFICIALS

CHARLES PECARO
MAYOR

ERIC FALBERG	ALDERMAN
MICHAEL FIORE	ALDERMAN
JAMES HOSPODARSKY	ALDERMAN
JAMES LEVI	ALDERMAN
ANDREW PETERSON	ALDERMAN
M. BRAD SLAVIN	ALDERMAN

SCOTT M. COREN
CITY MANAGER

DAVID A. GONZALEZ
FINANCE DIRECTOR

CITY OF HIGHWOOD

TO: Mayor Charles Pecaro
City Council

RE: Budget Transmittal Letter – Fiscal Year 2023/2024

DATE: June 9, 2023

It is our pleasure to submit the fiscal year 2023-24 budget for the City of Highwood. A government's budget performs many roles. First, it serves as **a financial plan**, setting out how our resources will be allocated within the limits of current and future revenues and demands. Second, it is **a management tool**, allowing our department heads and the City Manager to oversee the operations of the City within the limits set by the Council. Third, it is **a communications device**, giving our citizen customers a clear understanding of how their tax dollars are used. Finally, it is **a policy document**, reflecting the priorities of the City's elected officials. Our goal is to make this document meet all these roles.

The City of Highwood continues to complete a forecast of not only the current fiscal year, but two years into the future. This allows the City Council to anticipate any funding issues in advance to proactively plan and discuss solutions. It also allows staff to prioritize expenditures while not pushing too many necessary expenditures into one future fiscal year.

This year's budget continues many popular programs introduced in recent years, including:

- Providing the reverse 911 call system for emergencies and resident notifications
- Funding the City website to communicate with residents
- Funds to decorate the downtown area to attract guests during the holidays
- Certain repairs to streets and sidewalks in the community
- Dead or dying parkway tree removal
- Providing an outsourced building consultant to assist with residential and commercial development
- A full time professional for rental unit inspections
- Payment to Highland Park to provide emergency services for the community
- Funding to maintain the popular community recreation center
- Funding for the NSSRA, which provides recreational programs and opportunities for residents with special needs

New highlights include:

- No new loans or debt.
- New bleachers in the Recreation Center.
- Resurfacing or reconstructing Oakridge, Jeffreys, South Central Avenue, Stables Court, Stables Court East, Stables Court West, Holabird Circle and Holabird Loop in the amount of \$1,500,000 and investing \$500,000 annually in future years.
- Introducing new signage and wayfinding signage to the community for \$200,000.
- \$100,000 in improving the visibility and appearance of crosswalks in the business district.
- \$50,000 to make improvements to the Western Avenue Park.
- \$30,000 to repair sidewalks.
- Investment of up to \$100,000 to reduce the number of lead service lines in Highwood.
- Further investment in the Highwood Water Plant through conducting a filter study, a plant condition assessment and hiring a diver to complete maintenance on the water intake.
- Resumed funding of a \$10,000 grant program targeted at reducing non-conforming uses in residential districts.
- \$20,000 to a matching grant program to improve building facades in the TIF district.
- An investment of \$25,000 to replace sewers that collapse in roadways and \$30,000 to keep them clear of debris.
- Crack sealing maintenance in the amount of \$15,000.
- Funding of police vehicle cameras and body cameras.
- \$25,000 to properly support services related to special events, night markets and festivals.
- \$150,000 for various engineering projects to help secure future federal funding.

The Council begins the budget review process with a budget that represents only a continuation of the essential activities from the previous year. Staff submits a **“Maintenance Budget.”** The Maintenance Budget includes only current programs, employees, and activities. It reflects only the anticipated cost to continue the essential activities and programs. An example would be workers compensation insurance. This is a continued cost that the City must pay. The review of the Maintenance Budget focuses on efficiency and effectiveness.

Following the review of the Maintenance Budget, we begin work on what we call the **“Discretionary Budget.”** Discretionary Budget expenditures relate to City services and employee items that are not essential or required; however, they are important to maintaining the level of citizen services and employee expenses that have been provided in previous years.

A third category of the budget review process is the **“Capital Plan.”** This category allows for discussion of replacement and new items that are requested to be included in the budget. These items are discussed after the review of the maintenance and discretionary budgets.

The budget is available for public review upon request at the City's Finance Department.

As a financial plan, the budget document describes all funds subject to appropriation in the fund structure overview section. In addition, all summaries of all major revenues and expenditures are provided in summary tables. Finally, the summary section includes information showing the projected changes in fund balances for all appropriated funds (excluding the fiduciary funds).

General Fund

Revenues. Budgeted revenues within the General Fund are \$5,780,822, an increase of \$19,800, or 0.3%, from the prior year. The budget for income taxes increased \$100,000 from the prior year. Budgeted sales tax revenues are \$2,000,000, an increase of \$300,000 from the prior year, and they make up 34.6% of fund revenues. This is offset by a decrease in budgeted grant revenue of \$350,000, as ARPA funds were budgeted for in FY23 and no such grants are expected in FY24. Property taxes are budgeted at \$1,318,672, a decrease of \$29,250 from the previous year, and they constitute 22.8% of General Fund revenue.

Expenditures. The total General Fund expenditure budget is \$7,909,030, an increase of \$1,406,670, or 21.6%, from the prior year. Administration department budgeted expenditures increased \$173,068, principally due to salaries (approximately \$117,000). Street department expenditures were increased by \$216,254. \$100,00 of this increase is for engineering expenses on the City's capital improvement plan. Police department expenditures increased \$206,415, all of which can be attributed to salary increases. FY23 budgeted transfers were \$1,350,000, while FY24 are budgeted at \$2,240,000, an increase of \$890,000. Budgeted transfers are higher in FY24 due to more investments in infrastructure, purchasing police cameras to stay in compliance with state law, and anticipated beautification projects.

Overall, budgeted General Fund expenditures of \$7,909,030 exceed budgeted revenues of \$5,780,822 by \$2,128,208. The excess expenditures over revenue will be paid from fund reserve, as the general fund has an estimated FY24 beginning balance of \$3.6 million.

Enterprise Funds

The Waterworks & Sewerage and Garbage Funds are Enterprise Funds indicating that revenues derived from the operation of the utility should fully fund operations. Rates charged to residents are used to pay for all costs associated with providing water, processing wastewater, and paying for the repair and maintenance of existing infrastructure. Capital development fees are charged against new development to pay for the expansion of the system. However, capital development fees are separate from water and sewer rates and provide no assistance in paying for operations or the repair and maintenance of existing infrastructure.

Budgeted revenues within the Enterprise Funds are \$1,643,000, an increase of \$49,500, or 3.1%, from the prior year.

Budgeted expenses within the Enterprise Funds are \$2,353,366, an increase of \$241,418, or 11.4%, from the prior year. This increase is largely due to \$115,000 more being budgeted for capital projects. New projects in the FY23 budget include \$100,000 for the replacement of lead service lines and \$180,000 for Walker Avenue Sanitary Sewer improvements.

The spending request for the Enterprise Funds is \$2,353,366 and is funded by operating revenues of \$1,643,000, resulting in a deficit of \$710,366.

CITY OF HIGHWOOD

FISCAL YEAR 2024 BUDGET

Financial

Fund Structure and Budget Overview

Budgeted Revenue and Expenses 2022/23 vs 2023/24 - All Funds

Budgeted Revenue by Source 2022/23 vs 2023/24 - General Fund

Budgeted Revenue by Source 2023/24 - General Fund

Budgeted Expenses by Department 2022/23 vs 2023/24 - General Fund

Schedule of Anticipated Fund Balances 2023/24 - All Funds



Fund Structure and Budget Overview

The financial transactions of the City are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that compromise its assets, liabilities, reserves, fund equity, revenues, and expenditures. Funds are organized into three major categories: governmental, proprietary, and fiduciary. The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories.

The City's governmental funds are as follows:

General Fund – This fund accounts for the City's primary operating activities. It is used to account for all financial resources except those required to be accounted for in another fund. For financial statement purposes the Parking Fund and Escrow Fund are considered part of the General Fund. The General Fund is a major fund.

Special Revenue Funds – These funds are used for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specific purposes. The City's two special revenue funds are the Motor Fuel Tax Fund and the MFT- Rebuild Illinois Fund, both of which are non-major funds. The MFT- Rebuild Illinois Fund was a new fund in FY21 that was set up in response to a grant program implemented by the Illinois Department of Transportation. The City has received a total of six grant allotments over the past three years to be spent on capital projects by July 1, 2025.

Capital Project Funds – These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary and Trust Funds). The TIF Capital Projects Fund accounts for resources accumulated and payments made for development within the TIF District. The TIF Fund and the Capital Project are both major funds.

Debt Service Fund - This fund is used to account for the accumulation of funds for the periodic payment of principal and interest on general long-term debt. The Debt Service Fund is a non-major fund.

The City's proprietary funds include the following:

Enterprise Funds – The City maintains two major enterprise funds. The Waterworks and Sewerage Fund accounts for operations of the water and sewer system. The City also maintains the Garbage Fund. See below for an explanation of the City's Waterworks and Sewerage Fund.

1. The Waterworks & Sewerage Fund

- Governmental water operations are established as enterprise funds. An enterprise fund establishes a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services.
- Water fund revenues and expenditures are accounted for in a separate fund with its own financial statements, rather than commingled with the revenues and expenses of all other government activities.
- The intent of the water fund is that the costs of providing water to the general public on a continuing basis be financed by user charges of the system. Sufficient user fees should be established to ensure that the utility can operate on a self-sustaining basis.
- The customers of our water fund include Highwood residents and approximately twenty non-residents located around our direct border.

2. Explanation of our water rate analysis

There are two factors that comprise our water rate: expense projections and revenue projections.

A. Expense projections - analyzing our operating expenses, projecting system capital projects, and setting aside funds to replace portions of the system as needed:

- **Operating Expenses** – The City of Highwood has employees and outside services that operate the system, purchases chemicals to treat the water so it is safe for consumption, and general maintenance items for buildings and equipment.
- **Water System Capital Improvement, Equipment, and Maintenance Projects** – Capital improvement projects funded by water revenues are critical to maintaining an efficient and safe system. Examples of recent improvements include:
 1. Purchasing an upgraded SCADA system that includes alarms helping staff to monitor water levels and pressure.
 2. Electronic water meters that eliminate the need for a staff member to physically read each meter.
 3. Studies and inspections of our water treatment plant and valves that ensure our system is operating at an optimal level.
- **Debt Service** – The City of Highwood has issued bonds or accepted EPA loans for major capital purchases, such as replacing water mains in conjunction with road and sanitary sewer repairs.

B. Revenue projections - analyzing the number of units of water billed to all customers and developing minimum billings to cover fixed costs in order to determine the rate that covers the expenses mentioned above:

- **Units Billed** - All customers of the water system are billed based on readings from their water meter. The rate is charged based on 100 cubic feet of water billed. The rate was increased to \$5.12 per unit on 4/11/22.
- **Sewer Charge** - The sewer charge is \$1 per unit for sanitary sewer service.
- **Other Water Revenues** - There are also several additional categories of water revenue such as interest on money in the bank, tap on fees for new customers joining the water system, meter readings requested by residents or landlords and inspection fees.

The City's fiduciary funds include the following:

Pension Trust Funds – The Police Pension Fund and the Firefighters' Pension Fund are used to report resources that are required to be held in trust for the members and beneficiaries of defined benefit pension plans, defined contribution plans, other post-employment benefit plans or other employee benefit plans.

The City's also consists of a discretely presented component unit:

Highwood Public Library - The Library is a legally separate organization but is considered a component unit as the City is financially accountable for it. The Library has a separate Board that is elected by the Mayor with approval by the City Council. The Library's board passes their own budget, but it is subject to approval by the City Council, so it is included in the City's budget. As the Library completes their own budget and their Board approves it, the breakdown is not included in the appendix of this report. For a more detailed look at the Library's budget please go to their website: highwoodlibrary.org.

Fund Structure and Budget Overview

Basis of Accounting and Budgeting – The City of Highwood presents governmental funds on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available.” Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. The City recognizes property taxes when they become both measurable and available in accordance with GASB. A sixty-day availability period is used for revenue recognition for all other governmental fund revenues. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are recognized when due.

The City prepares its budget on a basis consistent with generally accepted accounting principles. The City Manager submits to the City Council Members a proposed operating budget for the fiscal year commencing the following May 1st. The operating budget includes proposed expenditures and the means of financing them. It is legally enacted on an annual basis through passage of an ordinance. The City Manager is authorized to transfer budgeted amounts between departments within funds with proper Board approval.

Budget Summary

Revenue and Expense Budget

All Funds

	<u>2022/2023</u>	<u>2023/2024</u>	<u>Difference</u>	<u>Percent Change</u>
<u>General Fund</u>				
Revenue	\$ 5,761,022	\$ 5,780,822	\$ 19,800	0.3%
Expenses	<u>6,502,360</u>	<u>7,909,030</u>	<u>1,406,670</u>	<u>21.6%</u>
Surplus (deficit)	(741,338)	(2,128,208)	(1,386,870)	187.1%
<u>Capital Projects Funds</u>				
Capital Projects Fund				
Revenue	1,350,000	2,240,000	890,000	65.9%
Expenses	<u>1,350,000</u>	<u>2,240,000</u>	<u>890,000</u>	<u>65.9%</u>
Surplus (deficit)	-	-	-	0.0%
TIF Capital Projects Fund				
Revenue	1,152,000	1,353,000	201,000	17.4%
Expenses	<u>9,871,131</u>	<u>1,924,650</u>	<u>(7,946,481)</u>	<u>-80.5%</u>
Surplus (deficit)	(8,719,131)	(571,650)	8,147,481	-93.4%
<u>Debt Service Fund</u>				
Revenue	199,255	200,324	1,069	0.5%
Expenses	<u>201,550</u>	<u>202,950</u>	<u>1,400</u>	<u>0.7%</u>
Surplus (deficit)	(2,295)	(2,626)	(331)	14.4%
<u>Special Revenue Funds</u>				
Motor Fuel Tax Fund				
Revenue	196,000	203,000	7,000	3.6%
Expenses	<u>185,000</u>	<u>185,000</u>	<u>-</u>	<u>0.0%</u>
Surplus (deficit)	11,000	18,000	7,000	63.6%
MFT- Rebuild Illinois Fund				
Revenue	59,368	-	(59,368)	-100.0%
Expenses	<u>136,210</u>	<u>70,410</u>	<u>(65,800)</u>	<u>-48.3%</u>
Surplus (deficit)	(76,842)	(70,410)	6,432	-8.4%
Library				
Revenue	304,640	4,204,305	3,899,665	1280.1%
Expenses	<u>349,100</u>	<u>4,204,278</u>	<u>3,855,178</u>	<u>1104.3%</u>
Surplus (deficit)	(44,460)	27	44,487	-100.1%
<u>Enterprise Funds</u>				
Waterworks & Sewerage Fund				
Revenue	1,232,500	1,266,500	34,000	2.8%
Expenses	<u>1,644,552</u>	<u>1,837,306</u>	<u>192,754</u>	<u>11.7%</u>
Surplus (deficit)	(412,052)	(570,806)	(158,754)	38.5%
Garbage Fund				
Revenue	361,000	376,500	15,500	4.3%
Expenses	<u>467,396</u>	<u>516,060</u>	<u>48,664</u>	<u>10.4%</u>
Surplus (deficit)	\$ (106,396)	\$ (139,560)	\$ (33,164)	31.2%

Budget Summary

Revenue by Source	General Fund		
	<u>2022/2023</u>	<u>2023/2024</u>	<u>Difference</u>
<u>Taxes</u>			
Property Taxes	\$ 1,347,922	\$ 1,318,672	\$ (29,250)
Utility Taxes	285,000	285,000	-
Gasoline Tax	150,000	140,000	(10,000)
Cananbis Tax	100,000	130,000	30,000
Total Taxes	<u>1,882,922</u>	<u>1,873,672</u>	<u>(9,250)</u>
<u>Licenses</u>			
Liquor License	110,000	110,000	-
Grease Trap Fees	2,000	2,000	-
Other Licenses	20,000	20,000	-
Total Licenses	<u>132,000</u>	<u>132,000</u>	<u>-</u>
<u>Permits</u>			
Building Permits	75,000	75,000	-
Sandwich Board Permits	-	150	150
Parking Stickers & Meters	25,000	25,000	-
Cable Franchise Fee	55,000	55,000	-
Valet Parking Permits	3,500	3,500	-
Appearance Review Committee	1,000	1,000	-
Miscellaneous Permits	3,000	3,000	-
Total Permits	<u>162,500</u>	<u>162,650</u>	<u>150</u>
<u>Intergovernmental</u>			
Illinois State Income Tax	650,000	750,000	100,000
Personal Property Replacement Tax	10,400	15,000	4,600
Grants	350,000	-	(350,000)
Sales Tax	700,000	800,000	100,000
Home Rule Sales Tax	1,000,000	1,200,000	200,000
911 Dispatch	65,000	75,000	10,000
Local Use Tax	185,000	185,000	-
Total Intergovernmental	<u>2,960,400</u>	<u>3,025,000</u>	<u>64,600</u>

Budget Summary

Revenue by Source	General Fund		
	<u>2022/2023</u>	<u>2023/2024</u>	<u>Difference</u>
<u>Fines & Forfeitures</u>			
Court Fines	7,000	7,000	-
Police Fines	10,000	10,000	-
Police Administrative Fees	1,700	-	(1,700)
Zoning/Planning Fees	2,500	2,500	-
Building Fees	3,000	3,000	-
Rental Inspection Fees	130,000	130,000	-
Miscellaneous	5,000	5,000	-
Total Fines & Forfeitures	<u>159,200</u>	<u>157,500</u>	<u>(1,700)</u>
<u>Investment Income</u>			
	<u>1,000</u>	<u>1,000</u>	<u>-</u>
<u>Miscellaneous</u>			
Antenna Rentals	259,000	200,000	(59,000)
Miscellaneous Property Rentals	10,000	10,000	-
Refunds & Reimbursements	10,000	10,000	-
Park Rentals	175,000	200,000	25,000
Donations	7,000	7,000	-
Miscellaneous	2,000	2,000	-
Total Miscellaneous	<u>463,000</u>	<u>429,000</u>	<u>(34,000)</u>
Total	<u>\$ 5,761,022</u>	<u>\$ 5,780,822</u>	<u>\$ 19,800</u>

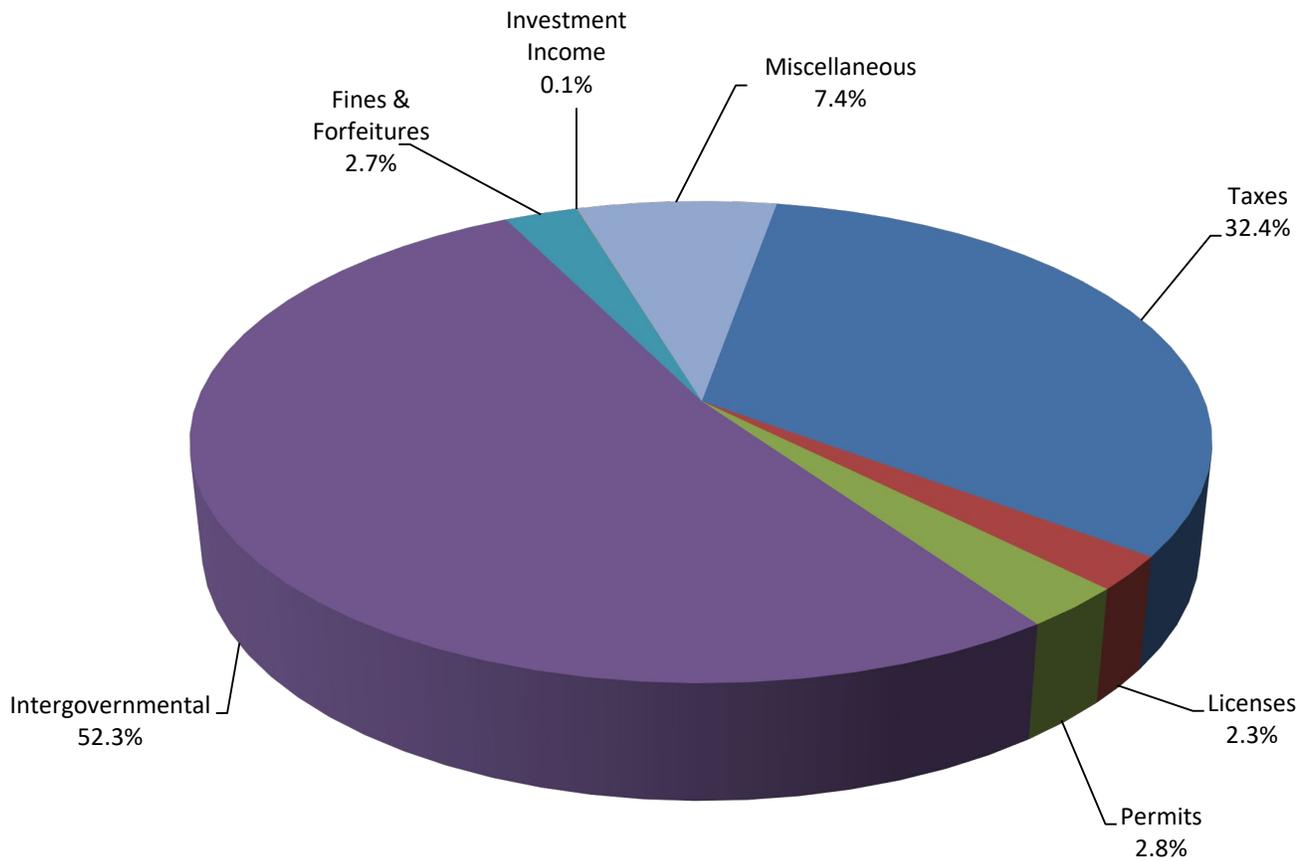
Budget Summary

Summary of Revenue

General Fund

Source	2022/2023	2023/2024	Dollar Change	Percent Change
Taxes	\$ 1,882,922	\$ 1,873,672	\$ (9,250)	-0.5%
Licenses	132,000	132,000	-	0.0%
Permits	162,500	162,650	150	0.1%
Intergovernmental	2,960,400	3,025,000	64,600	2.2%
Fines & Forfeitures	159,200	157,500	(1,700)	-1.1%
Investment Income	1,000	1,000	-	0.0%
Miscellaneous	463,000	429,000	(34,000)	-7.3%
Total	\$ 5,761,022	\$ 5,780,822	\$ 19,800	0.3%

2023/24 Budget Revenue by Source

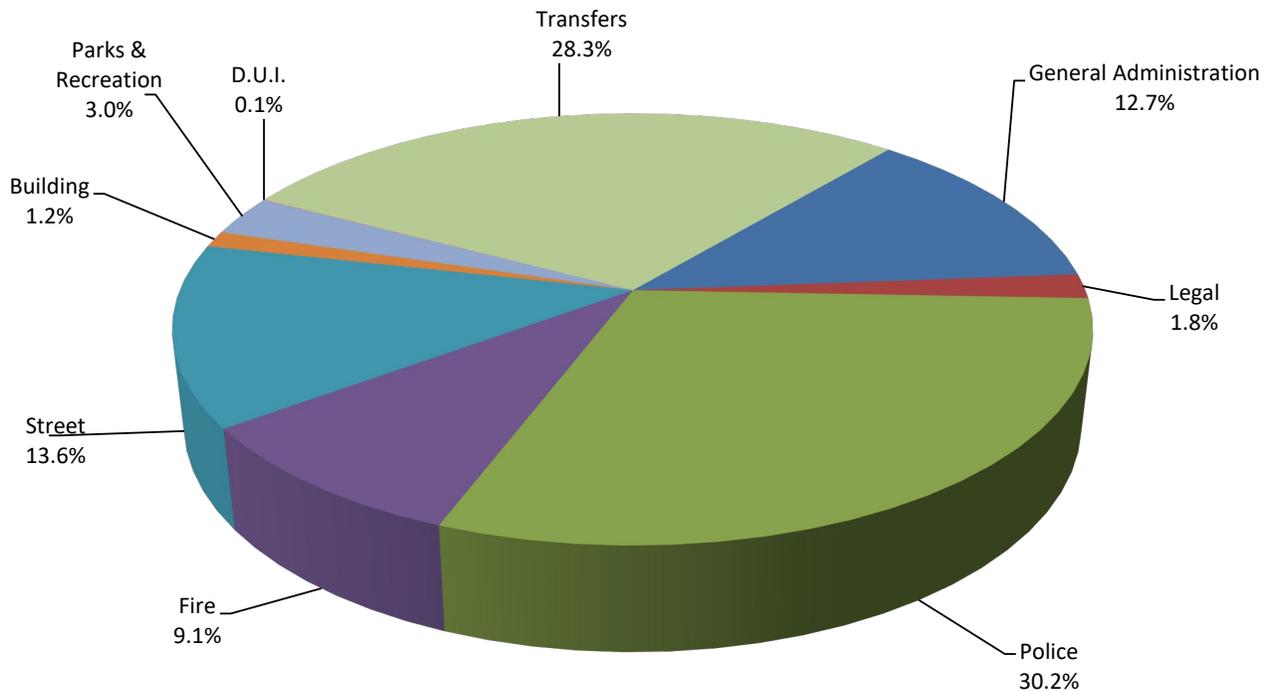


Budget Summary

General Fund Expenses by Department

	<u>2022/2023</u>	<u>2023/2024</u>	<u>Dollar Change</u>	<u>Percent Change</u>
General Fund				
General Administration	\$ 828,216	\$ 1,001,284	\$ 173,068	20.9%
Legal	164,600	144,600	(20,000)	-12.2%
Police	2,180,575	2,386,990	206,415	9.5%
Fire	789,516	722,173	(67,343)	-8.5%
Street	859,315	1,075,569	216,254	25.2%
Building	98,500	95,000	(3,500)	-3.6%
Parks & Recreation	227,138	238,914	11,776	5.2%
D.U.I.	4,500	4,500	-	0.0%
Transfers	1,350,000	2,240,000	890,000	65.9%
Total General Fund	<u>\$ 6,502,360</u>	<u>\$ 7,909,030</u>	<u>\$ 1,406,670</u>	<u>21.6%</u>

2023/24 Budget Expenses by Department



Budget Summary

Schedule of Anticipated Fund Balances (Excluding Fiduciary Funds)

	Estimated Beginning Balance 5/1/2023	Budgeted Revenue	Budgeted Expenses	Excess/ (Deficit)	Estimated Ending Balance 4/30/2024
General Fund	\$ 3,558,435	\$ 5,780,822	\$ 7,909,030	\$ (2,128,208)	\$ 1,430,227
Capital Projects Funds					
Capital Projects Fund	-	2,240,000	2,240,000	-	-
TIF Capital Projects Fund	2,376,686	1,353,000	1,924,650	(571,650)	1,805,036
Total Capital Projects Funds	2,376,686	3,593,000	4,164,650	(571,650)	1,805,036
Debt Service Fund	45,469	200,324	202,950	(2,626)	42,843
Special Revenue Funds					
Motor Fuel Tax Fund	354,141	203,000	185,000	18,000	372,141
MFT- Rebuild Illinois Fund	70,410	-	70,410	(70,410)	-
Library	1,756,696	4,204,305	4,204,278	27	1,756,723
Total Special Revenue Funds	2,110,837	4,407,305	4,459,688	(52,383)	2,128,864
Enterprise Funds					
Waterworks & Sewerage Fund	1,193,863	1,266,500	1,837,306	(570,806)	623,057
Garbage Fund	82,143	376,500	516,060	(139,560)	(57,417)
Total Enterprise Funds	1,276,006	1,643,000	2,353,366	(710,366)	565,640
All Funds	<u>\$ 9,367,433</u>	<u>\$ 15,624,451</u>	<u>\$ 19,089,684</u>	<u>\$ (3,465,233)</u>	<u>\$ 5,972,610</u>

CITY OF HIGHWOOD

FISCAL YEAR 2024 BUDGET

Appendix A

Detailed Budget Report



City of Highwood

FY24 BUDGET SUMMARY

GENERAL FUND

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	% Change Budget/Request	\$ Change Budget/Request	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
GENERAL FUND REVENUE	\$ 6,267,291	\$ 5,761,022	\$ 6,916,263	\$ 5,780,822	\$ 5,781,322	0.3%	\$ 19,800	\$ -	\$ 5,716,110	\$ 5,757,775
TOTAL REVENUE	\$ 6,267,291	\$ 5,761,022	\$ 6,916,263	\$ 5,780,822	\$ 5,781,322	0.3%	\$ 19,800	\$ -	\$ 5,716,110	\$ 5,757,775
DEPARTMENT EXPENDITURES										
ADMINISTRATIVE	\$ 631,537	\$ 828,216	\$ 808,228	\$ 1,001,284	\$ 981,284	20.9%	\$ 173,068	\$ 20,000	\$ 1,009,650	\$ 1,037,695
LEGAL	\$ 117,984	\$ 164,600	\$ 139,600	\$ 144,600	\$ 144,600	-12.2%	\$ (20,000)	\$ -	\$ 144,600	\$ 144,600
POLICE	\$ 2,531,644	\$ 2,180,575	\$ 2,308,320	\$ 2,386,990	\$ 2,386,990	9.5%	\$ 206,415	\$ -	\$ 2,430,610	\$ 2,513,141
FIRE	\$ 1,042,452	\$ 789,516	\$ 807,149	\$ 722,173	\$ 722,173	-8.5%	\$ (67,343)	\$ -	\$ 744,299	\$ 767,120
STREETS	\$ 767,642	\$ 859,315	\$ 987,286	\$ 1,075,569	\$ 1,075,569	25.2%	\$ 216,254	\$ -	\$ 986,649	\$ 994,174
BUILDING	\$ 102,065	\$ 98,500	\$ 85,200	\$ 95,000	\$ 95,000	-3.6%	\$ (3,500)	\$ -	\$ 95,000	\$ 95,000
PARKS & RECREATION	\$ 144,851	\$ 227,138	\$ 186,057	\$ 238,914	\$ 238,914	5.2%	\$ 11,776	\$ -	\$ 244,033	\$ 249,385
DUI	\$ 53	\$ 4,500	\$ -	\$ 4,500	\$ 4,500	0.0%	\$ -	\$ -	\$ 4,500	\$ 4,500
PARKING	\$ 3,352	\$ -	\$ 3,378	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -
SUB-TOTAL	\$ 5,341,580	\$ 5,152,360	\$ 5,325,218	\$ 5,669,030	\$ 5,649,030	10.0%	\$ 516,670	\$ 20,000	\$ 5,659,340	\$ 5,805,613
OTHER FINANCING USES	\$ 727,797	\$ 1,350,000	\$ 1,350,000	\$ 2,240,000	\$ 2,070,000	65.9%	\$ 890,000	\$ 170,000	\$ 570,000	\$ 540,000
TOTAL EXPENDITURES	\$ 6,069,377	\$ 6,502,360	\$ 6,675,218	\$ 7,909,030	\$ 7,719,030	21.6%	\$ 1,406,670	\$ 190,000	\$ 6,229,340	\$ 6,345,613
REVENUE OVER (UNDER) EXPENDITURES	\$ 197,914	\$ (741,338)	\$ 241,046	\$ (2,128,208)	\$ (1,937,708)		\$ (1,386,870)	\$ (190,000)	\$ (513,230)	\$ (587,839)
BEGINNING FUND BALANCE	\$ 3,119,475	\$ 3,317,389	\$ 3,317,389	\$ 3,558,435	\$ 3,558,435		\$ 241,046	\$ -	\$ 1,430,227	\$ 916,998
ENDING FUND BALANCE	\$ 3,317,389	\$ 2,576,051	\$ 3,558,435	\$ 1,430,227	\$ 1,620,727	-44.5%	\$ (1,145,824)	\$ (190,000)	\$ 916,998	\$ 329,158

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - REVENUE

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	% Change Est Act/Budget	FY24 REQUEST	% Change Request/Budget	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
REVENUE										
LOCAL TAXES										
REAL ESTATE TAX - CORPORATE	\$ 174,171	\$ 200,000	\$ 200,000	0%	\$ 294,946	47.5%	\$ 294,946	\$ -	\$ 200,000	\$ 200,000
REAL ESTATE TAX - POLICE PENSION	371,094	290,773	290,773	0%	251,553	-13.5%	251,553	-	269,162	288,003
REAL ESTATE TAX - FIRE PENSION	122,585	117,186	117,186	0%	11,514	-90.2%	11,514	-	12,320	13,182
REAL ESTATE TAX - FIRE & EMS	670,169	689,963	689,963	0%	710,659	0.0%	710,659	-	731,979	753,938
REAL ESTATE TAX - NSSRA	44,854	50,000	50,000	0%	50,000	0.0%	50,000	-	50,000	50,000
UTILITY TAX - TELECOMMUNICATION	55,372	55,000	55,000	0%	55,000	0.0%	55,000	-	55,000	55,000
UTILITY TAX - ELECTRIC	133,714	130,000	130,000	0%	130,000	0.0%	130,000	-	130,000	130,000
UTILITY TAX - NATURAL GAS	117,527	100,000	100,000	0%	100,000	0.0%	100,000	-	100,000	100,000
GASOLINE TAX	153,163	150,000	140,000	-7%	140,000	-6.7%	140,000	-	130,000	130,000
CANNABIS TAX	144,300	100,000	147,000	47%	130,000	30.0%	130,000	-	130,000	130,000
SUB-TOTAL LOCAL TAXES	1,986,949	1,882,922	1,919,922	2%	1,873,672	-0.5%	1,873,672	-	1,808,460	1,850,125
LICENSE REVENUE										
LIQUOR LICENSES	153,045	110,000	110,000	0%	110,000	0.0%	110,000	-	110,000	110,000
BUSINESS LICENSES	100	-	-	0%	-	0.0%	-	-	-	-
GREASE TRAP FEES	2,450	2,000	2,000	0%	2,000	0.0%	2,000	-	2,000	2,000
TOW TRUCK REGISTRATION FEES	500	-	500	0%	-	0.0%	500	-	500	500
OTHER LICENSES	26,454	20,000	20,000	0%	20,000	0.0%	20,000	-	20,000	20,000
SUB-TOTAL LICENSES	182,549	132,000	132,500	0%	132,000	0.0%	132,500	-	132,500	132,500
PERMIT REVENUE										
BUILDING PERMITS	63,961	75,000	65,000	-13%	75,000	0.0%	75,000	-	75,000	75,000
SANDWICH BOARD PERMITS	120	-	150	0%	150	0.0%	150	-	150	150
PARKING REVENUES	38,100	25,000	30,000	20%	25,000	0.0%	25,000	-	25,000	25,000
CABLE FRANCHISE FEES	56,430	55,000	55,000	0%	55,000	0.0%	55,000	-	55,000	55,000
VALET PARKING PERMITS	500	3,500	3,500	0%	3,500	0.0%	3,500	-	3,500	3,500
MISCELLANEOUS PERMITS	1,025	3,000	3,000	0%	3,000	0.0%	3,000	-	3,000	3,000
APPEARANCE REVIEW COMMITTEE	1,050	1,000	1,000	0%	1,000	0.0%	1,000	-	1,000	1,000
SUB-TOTAL PERMITS	161,186	162,500	157,650	-3%	162,650	0.1%	162,650	-	162,650	162,650
INTERGOVERNMENTAL REVENUE										
STATE INCOME TAX	795,330	650,000	750,000	15%	750,000	15.4%	750,000	-	750,000	750,000
PERSONAL PROPERTY REPL TAX	20,961	10,400	15,000	44%	15,000	44.2%	15,000	-	15,000	15,000
911 DISPATCH	78,159	65,000	80,000	23%	75,000	15.4%	75,000	-	75,000	75,000
GRANTS	73,668	350,000	710,000	103%	-	-100.0%	-	-	-	-
SALES TAX - REGULAR	815,341	700,000	815,341	16%	800,000	14.3%	800,000	-	800,000	800,000
SALES TAX - HOME RULE	1,211,600	1,000,000	1,211,600	21%	1,200,000	20.0%	1,200,000	-	1,200,000	1,200,000
LOCAL USE TAX	202,094	185,000	185,000	0%	185,000	0.0%	185,000	-	185,000	185,000
MISC INTERGOVERN REVENUE	-	-	-	0%	-	0.0%	-	-	-	-
SUB-TOTAL INTERGOVERNMENTAL	3,197,153	2,960,400	3,766,941	27%	3,025,000	2.2%	3,025,000	-	3,025,000	3,025,000

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - REVENUE

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	% Change Est Act/Budget	FY24 REQUEST	% Change Request/Budget	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
FINES & FORFEITURES										
COURT FINES	7,888	7,000	7,000	0%	7,000	0.0%	7,000	-	7,000	7,000
POLICE FINES	20,430	10,000	15,000	50%	10,000	0.0%	10,000	-	10,000	10,000
PD BOOT, ADMIN, VEHICLE STORAGE	-	1,700	1,250	-26%	-	-100.0%	-	-	-	-
PD SEIZED VEHICLES	500	-	-	0%	-	0.0%	-	-	-	-
COLLECTIONS	4,830	-	4,000	0%	-	0.0%	-	-	-	-
ZONING/PLANNING FEES	-	2,500	2,500	0%	2,500	0.0%	2,500	-	2,500	2,500
BUILDING FEES & REIMBURSEMENTS	2,655	3,000	3,000	0%	3,000	0.0%	3,000	-	3,000	3,000
RENTAL INSPECTION FEES	122,520	130,000	130,000	0%	130,000	0.0%	130,000	-	130,000	130,000
MISCELLANEOUS FEES & FINES	5,325	5,000	5,000	0%	5,000	0.0%	5,000	-	5,000	5,000
NORDSTROM FUND	7,577	-	8,000	0%	-	0.0%	-	-	-	-
SUB-TOTAL FINES & FORFEITURES	171,725	159,200	175,750	10%	157,500	-1.1%	157,500	-	157,500	157,500
CHARGES FOR SERVICES										
SALE OF PROPERTY	-	-	105,000	0%	-	0.0%	-	-	-	-
ALARM SYSTEMS & CALLS	1,450	-	-	0%	-	0.0%	-	-	-	-
SUB-TOTAL CHARGES FOR SERVICES	1,560	-	105,000	0%	-	0.0%	-	-	-	-
MISCELLANEOUS INCOME										
INTEREST ON INVESTMENTS	1,582	1,000	31,500	3050%	1,000	0.0%	1,000	-	1,000	1,000
ANTENNA RENTALS	302,609	259,000	298,000	15%	200,000	-22.8%	200,000	-	200,000	200,000
MISCELLANEOUS PROPERTY RENTAL	19,650	10,000	13,000	30%	10,000	0.0%	10,000	-	10,000	10,000
REFUNDS & REIMBURSEMENTS	27,467	10,000	82,000	720%	10,000	0.0%	10,000	-	10,000	10,000
PARK/REC RENTALS	203,523	175,000	225,000	29%	200,000	14.3%	200,000	-	200,000	200,000
SPECIAL RECREATION DONATION	9,478	7,000	7,000	0%	7,000	0.0%	7,000	-	7,000	7,000
SPECIAL EVENT	360	-	-	0%	-	0.0%	-	-	-	-
MISCELLANEOUS INCOME	1,500	2,000	2,000	0%	2,000	0.0%	2,000	-	2,000	2,000
SUB-TOTAL MISCELLANEOUS	566,169	464,000	658,500	42%	430,000	-7.3%	430,000	-	430,000	430,000
TOTAL REVENUE	\$ 6,267,291	\$ 5,761,022	\$ 6,916,263	20%	\$ 5,780,822	0.3%	\$ 5,781,322	\$ -	\$ 5,716,110	\$ 5,757,775

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - ADMINISTRATIVE DEPARTMENT

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
PERSONNEL								
SALARIES	\$ 269,098	\$ 338,810	\$ 300,000	\$ 455,850	\$ 455,850	\$ -	\$ 469,364	\$ 483,282
OVERTIME	813	3,000	3,000	3,000	3,000	-	3,000	3,000
SUB-TOTAL	269,911	341,810	303,000	458,850	458,850	-	472,364	486,282
BENEFITS								
HEALTH INSURANCE	20,392	33,628	48,000	65,707	65,707	-	68,868	72,186
UNEMPLOYMENT INSURANCE	4,638	3,300	3,300	3,300	3,300	-	3,400	3,500
FICA	14,196	21,006	21,006	28,263	28,263	-	29,287	30,150
MEDICARE	3,822	4,913	4,913	6,610	6,610	-	6,849	7,051
IMRF	18,861	40,009	40,009	54,054	54,054	-	56,684	58,354
WORKERS COMP	1,436	750	10,000	2,000	2,000	-	2,200	2,420
AUTOMOTIVE ALLOWANCE	2,000	2,500	2,500	2,500	2,500	-	2,500	2,500
SUB-TOTAL	65,345	106,106	129,728	162,434	162,434	-	169,786	176,161
OPERATING COSTS								
BUILDING MAINTENANCE	8,632	14,500	14,500	34,500	14,500	20,000	14,500	14,500
EQUIPMENT MAINTENANCE	-	5,000	5,000	5,000	5,000	-	5,000	5,000
VEHICLE MAINTENANCE	359	-	-	-	-	-	-	-
ACCOUNTING	58,500	66,300	72,000	75,000	75,000	-	80,000	85,000
AUDITING	38,650	39,000	39,000	39,000	39,000	-	39,000	39,000
PAYROLL SERVICE	4,234	4,300	4,300	4,300	4,300	-	4,300	4,300
ENGINEERING	2,402	-	-	-	-	-	-	-
COMPUTER SUPPORT	16,391	45,000	25,000	50,000	50,000	-	50,000	50,000
OTHER PROFESSIONAL SERVICES	5,000	4,000	4,000	4,000	4,000	-	4,000	4,000
POSTAGE	885	4,000	2,000	3,000	3,000	-	3,000	3,000
TELEPHONE	9,206	15,000	15,000	15,000	15,000	-	15,000	15,000
PUBLISHING/ADV/PROMO	551	5,000	5,000	5,000	5,000	-	5,000	5,000
PRINTING	-	2,000	2,000	2,000	2,000	-	2,000	2,000
DUES	20,722	20,000	20,000	20,000	20,000	-	20,000	20,000
TRAVEL EXPENSE	-	1,000	1,000	1,000	1,000	-	1,000	1,000
TRAINING	6,786	9,000	9,000	10,000	10,000	-	10,000	10,000
MEALS	98	1,000	1,000	1,000	1,000	-	1,000	1,000
UTILITIES	2,441	4,000	4,500	4,000	4,000	-	4,000	4,000
MISCELLANEOUS SERVICE CONTRACTS	87,610	75,000	75,000	30,000	30,000	-	30,000	30,000
LIABILITY INSURANCE	14,089	25,000	25,000	25,000	25,000	-	27,500	30,250
OFFICE SUPPLIES	2,418	3,000	3,000	3,000	3,000	-	3,000	3,000
OPERATING SUPPLIES	6,947	6,000	6,000	6,000	6,000	-	6,000	6,000
AUTOMOTIVE FUEL/OIL	829	1,000	1,000	1,000	1,000	-	1,000	1,000
BANK CHARGES	5,221	1,000	5,000	5,000	5,000	-	5,000	5,000
CREDIT CARD FEES	2,015	2,000	4,000	4,000	4,000	-	4,000	4,000
REIMBURSABLE EXPENSES	990	100	100	100	100	-	100	100
REFUNDS	55	100	100	100	100	-	100	100
MISCELLANEOUS EXPENSE	389	3,000	3,000	3,000	3,000	-	3,000	3,000
SPECIAL EVENT FUND	750	25,000	30,000	30,000	30,000	-	30,000	30,000
SUB-TOTAL	296,170	380,300	375,500	380,000	360,000	20,000	367,500	375,250
TOTAL EXPENDITURES	\$ 631,426	\$ 828,216	\$ 808,228	\$ 1,001,284	\$ 981,284	\$ 20,000	\$ 1,009,650	\$ 1,037,695
CAPITAL								
THREE YEAR CAPITAL PLAN	-	75,000	-	230,000	230,000	-	30,000	-
SUB-TOTAL	-	75,000	-	230,000	230,000	-	30,000	-
TOTAL EXPENDITURES (WITH CAPITAL)	\$ 631,426	\$ 903,216	\$ 808,228	\$ 1,231,284	\$ 1,211,284	\$ 20,000	\$ 1,039,650	\$ 1,037,695

City of Highwood

**FY24 BUDGET SUMMARY
GENERAL FUND - LEGAL DEPARTMENT**

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
LEGAL								
CITY ATTORNEY - GENERAL CORP MATTERS	\$ 80,300	\$ 140,000	\$ 100,000	\$ 120,000	\$ 120,000	\$ -	\$ 120,000	\$ 120,000
CITY PROSECUTOR - PROSECUTION	4,635	15,000	10,000	15,000	15,000	-	15,000	15,000
CITY PROSECUTOR - RETAINER	9,600	9,600	9,600	9,600	9,600	-	9,600	9,600
LEGAL ZONING	21,901	-	20,000	-	-	-	-	-
LAWSUIT SETTLEMENT	1,548	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 117,984	\$ 164,600	\$ 139,600	\$ 144,600	\$ 144,600	\$ -	\$ 144,600	\$ 144,600

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - POLICE DEPARTMENT

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
PERSONNEL								
SALARIES - FULL-TIME	\$ 961,205	\$ 1,021,448	\$ 940,000	\$ 1,134,466	\$ 1,134,466	\$ -	\$ 1,134,466	\$ 1,168,500
SALARIES - PART-TIME	98,321	100,000	131,960	150,000	150,000	-	160,000	170,000
OVER-TIME	221,892	150,000	250,000	225,000	225,000	-	225,000	225,000
SUB-TOTAL	1,281,418	1,271,448	1,321,960	1,509,466	1,509,466	-	1,519,466	1,563,500
BENEFITS								
HEALTH INSURANCE	174,260	152,192	150,659	126,814	126,814	-	126,814	134,423
UNEMPLOYMENT INSURANCE	3,270	11,500	11,500	11,500	11,500	-	11,500	11,500
FICA	7,206	12,000	7,500	12,000	12,000	-	12,000	12,000
POLICE PENSION CONTRIBUTION	621,094	290,773	290,773	251,553	251,553	-	269,162	288,003
MEDICARE	17,960	18,000	18,000	16,450	16,450	-	22,032	22,671
IMRF	6,297	6,266	6,000	6,454	6,454	-	6,204	6,266
WORKERS COMP	59,152	49,910	49,910	42,726	42,726	-	46,999	51,699
SUB-TOTAL	889,239	540,641	534,342	467,497	467,497	-	494,711	526,562
OPERATING COSTS								
BUILDING MAINTENANCE	10,311	5,000	5,000	5,000	5,000	-	5,000	5,000
EQUIPMENT MAINTENANCE	645	3,000	3,000	3,000	3,000	-	3,000	3,000
VEHICLE MAINTENANCE	13,862	10,000	10,000	10,000	10,000	-	10,000	10,000
ADMINISTRATIVE HEARING SERVICE	-	1,000	-	1,000	1,000	-	1,000	1,000
OTHER PROFESSIONAL SERVICES	-	7,000	7,000	7,000	7,000	-	7,000	7,000
POSTAGE	773	500	500	500	500	-	500	500
TELEPHONE	24,712	15,000	20,000	15,000	15,000	-	15,000	15,000
PUBLISHING/ADV/PROMO	-	1,000	1,000	1,000	1,000	-	1,000	1,000
PRINTING	-	700	700	700	700	-	700	700
COMMUNICATIONS	5,898	3,000	6,000	6,000	6,000	-	6,000	6,000
DISPATCHING	158,195	165,851	202,818	170,827	170,827	-	177,233	183,879
DUES	32,824	35,000	39,000	40,000	40,000	-	40,000	40,000
TRAVEL	-	500	500	500	500	-	500	500
TRAINING	9,471	15,000	10,000	15,000	15,000	-	15,000	15,000
UTILITIES	681	1,500	1,500	1,500	1,500	-	1,500	1,500
MISC. SERVICE CONTRACTS	15,869	16,000	16,000	16,000	16,000	-	16,000	16,000
LIABILITY INSURANCE	38,173	41,435	65,000	65,000	65,000	-	65,000	65,000
OFFICE SUPPLIES	1,561	2,000	2,000	2,000	2,000	-	2,000	2,000
OPERATING SUPPLIES	10,795	5,000	12,000	10,000	10,000	-	10,000	10,000
UNIFORMS	9,421	10,000	20,000	10,000	10,000	-	10,000	10,000
AUTO FUEL/OIL	27,796	30,000	30,000	30,000	30,000	-	30,000	30,000
SUB-TOTAL	360,987	368,486	452,018	410,027	410,027	-	416,433	423,079
TOTAL EXPENDITURES	\$ 2,531,644	\$ 2,180,575	\$ 2,308,320	\$ 2,386,990	\$ 2,386,990	\$ -	\$ 2,430,610	\$ 2,513,141
CAPITAL								
THREE YEAR CAPITAL PLAN	-	455,000	425,000	130,000	-	130,000	-	-
SUB-TOTAL	-	455,000	425,000	130,000	-	130,000	-	-
TOTAL EXPENDITURES (WITH CAPITAL)	\$ 2,531,644	\$ 2,635,575	\$ 2,733,320	\$ 2,516,990	\$ 2,386,990	\$ 130,000	\$ 2,430,610	\$ 2,513,141

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - FIRE DEPARTMENT

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
BENEFITS								
PENSION	\$ 372,585	\$ 117,186	\$ 117,186	\$ 11,514	\$ 11,514	\$ -	\$ 12,320	\$ 13,182
SUB-TOTAL	372,585	117,186	117,186	11,514	11,514	-	12,320	13,182
OPERATING COSTS								
MISC. CONTRACTUAL SERVICES	669,867	672,330	689,963	710,659	710,659	-	731,979	753,938
SUB-TOTAL	669,867	672,330	689,963	710,659	710,659	-	731,979	753,938
TOTAL EXPENDITURES	\$ 1,042,452	\$ 789,516	\$ 807,149	\$ 722,173	\$ 722,173	\$ -	\$ 744,299	\$ 767,120

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - STREETS DEPARTMENT

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
PERSONNEL								
SALARIES - FULL-TIME	\$ 68,792	\$ 65,939	\$ 71,000	\$ 76,991	\$ 76,991	\$ -	\$ 76,991	\$ 79,301
SALARIES - PART-TIME	5,486	10,000	10,000	10,000	10,000	-	10,000	10,000
OVERTIME	26,115	22,000	26,000	30,000	30,000	-	30,000	30,000
SUB-TOTAL	100,393	97,939	107,000	116,991	116,991	-	116,991	119,301
BENEFITS								
HEALTH INSURANCE	6,199	2,145	2,500	2,500	2,500	-	2,500	2,500
UNEMPLOYMENT INSURANCE	304	1,000	1,000	1,000	1,000	-	1,000	1,000
FICA	6,096	6,072	6,634	4,773	4,773	-	7,253	7,397
MEDICARE	1,426	956	1,552	1,116	1,116	-	1,116	1,730
IMRF	6,552	11,753	6,000	9,239	9,239	-	14,039	14,316
WORKERS COMP	18,686	14,000	15,000	14,000	14,000	-	15,400	16,940
SUB-TOTAL	39,263	35,926	32,686	32,628	32,628	-	41,308	43,883
OPERATING COSTS								
BUILDING MAINTENANCE	42,055	12,000	65,000	25,000	25,000	-	25,000	25,000
EQUIPMENT MAINTENANCE	19,380	20,000	30,000	30,000	30,000	-	30,000	30,000
VEHICLE MAINTENANCE	4,756	10,000	5,000	10,000	10,000	-	10,000	10,000
OTHER MAINTENANCE	-	5,000	5,000	5,000	5,000	-	5,000	5,000
STREET & SIDEWALK REPAIR	109,082	120,000	120,000	120,000	120,000	-	120,000	120,000
STREET LIGHT REPAIRS	28,718	30,000	40,000	30,000	30,000	-	30,000	30,000
STORM SEWER REPAIR	20,450	55,000	40,000	55,000	55,000	-	55,000	55,000
ENGINEERING FEES	18,595	50,000	60,000	150,000	150,000	-	50,000	50,000
OTHER PROFESSIONAL SERVICES	18,999	24,000	24,000	24,000	24,000	-	24,000	24,000
TELEPHONE	2,522	2,700	2,700	2,700	2,700	-	2,700	2,700
PUBLISHING	-	500	-	500	500	-	500	500
TRAINING	-	500	-	500	500	-	500	500
DUES	2,326	500	-	500	500	-	500	500
UTILITIES	56,926	70,000	70,000	70,000	70,000	-	70,000	70,000
MISCELLANEOUS SERVICE CONTRACTS	99,536	125,000	140,000	140,000	140,000	-	140,000	140,000
MISCELLANEOUS HAULING DIRT DUMP	42,681	45,000	40,000	60,000	60,000	-	60,000	60,000
LIABILITY INSURANCE	15,646	17,000	24,000	24,000	24,000	-	26,400	29,040
OFFICE SUPPLIES	213	250	200	250	250	-	250	250
OPERATING SUPPLIES	9,694	10,000	10,000	10,000	10,000	-	10,000	10,000
SUPPLIES - BUILDING & GROUNDS	-	1,500	1,500	1,500	1,500	-	1,500	1,500
UNIFORMS	-	1,000	700	1,000	1,000	-	1,000	1,000
TRAFFIC CONTROL SIGNS	21,512	10,000	10,000	10,000	10,000	-	10,000	10,000
AUTO FUEL/OIL	5,370	15,000	8,000	15,000	15,000	-	15,000	15,000
EQUIPMENT RENTAL	1,595	4,500	16,500	10,000	10,000	-	10,000	10,000
FORESTRY	57,900	30,000	45,000	45,000	45,000	-	45,000	45,000
EVERTS PARK	33,225	30,000	44,000	40,000	40,000	-	40,000	40,000
COMMUNITY BEAUTIFICATION	16,805	20,000	20,000	20,000	20,000	-	20,000	20,000

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - STREETS DEPARTMENT

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
HOLIDAY LIGHTING	-	15,000	25,000	25,000	25,000	-	25,000	25,000
MISCELLANEOUS EXPENSE	-	1,000	1,000	1,000	1,000	-	1,000	1,000
SUB-TOTAL	627,986	725,450	847,600	925,950	925,950	-	828,350	830,990
TOTAL EXPENDITURES	\$ 767,642	\$ 859,315	\$ 987,286	\$ 1,075,569	\$ 1,075,569	\$ -	\$ 986,649	\$ 994,174
CAPITAL								
THREE YEAR CAPITAL PLAN	68,756	630,000	-	1,600,000	1,560,000	40,000	570,000	540,000
SUB-TOTAL	68,756	630,000	-	1,600,000	1,560,000	40,000	570,000	540,000
TOTAL EXPENDITURES (WITH CAPITAL)	\$ 836,398	\$ 1,489,315	\$ 987,286	\$ 2,675,569	\$ 2,635,569	\$ 40,000	\$ 1,556,649	\$ 1,534,174

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - BUILDING DEPARTMENT

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
BENEFITS								
IMRF	\$ 188	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WORKERS COMP	4,063	3,500	3,200	-	-	-	-	-
SUB-TOTAL	4,251	3,500	3,200	-	-	-	-	-
OPERATING COSTS								
VEHICLE MAINTENANCE	439	-	-	-	-	-	-	-
POSTAGE	142	1,000	500	1,000	1,000	-	1,000	1,000
TELEPHONE	800	-	-	-	-	-	-	-
PRINTING	-	1,000	500	1,000	1,000	-	1,000	1,000
TRAINING	-	2,000	-	2,000	2,000	-	2,000	2,000
LIABILITY INSURANCE	4,604	5,000	5,000	5,000	5,000	-	5,000	5,000
OFFICE SUPPLIES	296	1,000	1,000	1,000	1,000	-	1,000	1,000
AUTOMOTIVE FUEL/OIL	407	-	-	-	-	-	-	-
REIMBURSABLE EXPENSES	90,927	75,000	75,000	75,000	75,000	-	75,000	75,000
MISC. CONTRACT SERVICES	199	10,000	-	10,000	10,000	-	10,000	10,000
SUB-TOTAL	97,814	95,000	82,000	95,000	95,000	-	95,000	95,000
TOTAL EXPENDITURES	\$ 102,065	\$ 98,500	\$ 85,200	\$ 95,000	\$ 95,000	\$ -	\$ 95,000	\$ 95,000

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - PARKS AND RECREATION DEPARTMENT

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
PERSONNEL								
SALARIES - PART-TIME	\$ 44,209	\$ 92,181	\$ 55,000	\$ 101,795	\$ 101,795	\$ -	\$ 104,849	\$ 107,995
SUB-TOTAL	44,209	92,181	55,000	101,795	101,795	-	104,849	107,995
BENEFITS								
HEALTH INSURANCE	9,081	16,400	12,000	16,400	16,400	-	16,892	17,399
UNEMPLOYMENT INSURANCE	541	1,000	1,000	1,000	1,000	-	1,000	1,000
FICA	2,756	5,715	5,715	6,311	6,311	-	6,501	6,696
MEDICARE	644	1,337	1,337	1,476	1,476	-	1,520	1,566
IMRF	968	6,055	6,055	6,982	6,982	-	7,191	7,407
WORKERS COMP	2,755	2,800	2,800	2,800	2,800	-	3,080	3,388
AUTO ALLOWANCE	545	600	600	600	600	-	600	600
SUB-TOTAL	17,290	33,907	29,507	35,569	35,569	-	36,784	38,055
OPERATING COSTS								
BUILDING MAINTENANCE	2,623	9,000	9,000	9,000	9,000	-	9,000	9,000
EQUIPMENT MAINTENANCE	1,302	1,000	1,500	1,500	1,500	-	1,500	1,500
VEHICLE MAINTENANCE	122	-	-	-	-	-	-	-
PARK MAINTENANCE	4,303	6,000	6,000	6,000	6,000	-	6,000	6,000
POSTAGE	-	50	50	50	50	-	50	50
TELEPHONE	1,319	2,000	2,000	2,000	2,000	-	2,000	2,000
UTILITIES	13,293	13,000	13,000	13,000	13,000	-	13,000	13,000
LIABILITY INSURANCE	7,831	8,500	8,500	8,500	8,500	-	9,350	10,285
OFFICE SUPPLIES	30	500	500	500	500	-	500	500
UNIFORMS	368	-	-	-	-	-	-	-
SUPPLIES - BLDG & GROUNDS	1,225	2,500	2,500	2,500	2,500	-	2,500	2,500
AUTOMOTIVE FUEL	4,418	5,000	5,000	5,000	5,000	-	5,000	5,000
NSSRA	43,621	50,000	50,000	50,000	50,000	-	50,000	50,000
MISC EXPENSE - SPECIAL REC.	2,897	3,500	3,500	3,500	3,500	-	3,500	3,500
SUB-TOTAL	83,352	101,050	101,550	101,550	101,550	-	102,400	103,335
TOTAL EXPENDITURES	\$ 144,851	\$ 227,138	\$ 186,057	\$ 238,914	\$ 238,914	\$ -	\$ 244,033	\$ 249,385
CAPITAL								
THREE YEAR CAPITAL PLAN	673,497	190,000	22,000	280,000	280,000	-	-	-
SUB-TOTAL	673,497	190,000	22,000	280,000	280,000	-	-	-
TOTAL EXPENDITURES (WITH CAPITAL)	\$ 818,348	\$ 417,138	\$ 208,057	\$ 518,914	\$ 518,914	\$ -	\$ 244,033	\$ 249,385

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - DUI DEPARTMENT

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
OPERATING COSTS								
OTHER PROFESSIONAL SVCS	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
BANK FEES	53	-	-	-	-	-	-	-
 SUB-TOTAL	53	2,000	-	2,000	2,000	-	2,000	2,000
CAPITAL								
EQUIPMENT	-	2,500	-	2,500	2,500	-	2,500	2,500
 SUB-TOTAL	-	2,500	-	2,500	2,500	-	2,500	2,500
TOTAL EXPENDITURES	\$ 53	\$ 4,500	-	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	\$ 4,500

City of Highwood

FY24 BUDGET SUMMARY GENERAL FUND - PARKING DEPARTMENT

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
OPERATING COSTS								
MISCELLANEOUS	\$ 3,352	\$ -	\$ 3,378	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 3,352	\$ -	\$ 3,378	\$ -	\$ -	\$ -	\$ -	\$ -

City of Highwood

FY24 BUDGET SUMMARY CAPITAL PROJECTS FUND

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
CAPITAL PROJECTS FUND REVENUE	\$ 727,797	\$ 1,350,000	\$ 1,454,198	\$ 2,240,000	\$ 2,240,000	\$ -	\$ 570,000	\$ 540,000
TOTAL REVENUE	\$ 727,797	\$ 1,350,000	\$ 1,454,198	\$ 2,240,000	\$ 2,240,000	\$ -	\$ 570,000	\$ 540,000
DEPARTMENT EXPENDITURES								
CAPITAL PROJECTS	942,253	1,350,000	1,139,197	2,240,000	2,070,000	170,000	570,000	\$ 540,000
TOTAL EXPENDITURES	\$ 942,253	\$ 1,350,000	\$ 1,139,197	\$ 2,240,000	\$ 2,070,000	\$ 170,000	\$ 570,000	\$ 540,000
REVENUE OVER (UNDER) EXPENDITURES	(214,456)	-	315,001	-	170,000	(170,000)	-	-
BEGINNING FUND BALANCE	(100,545)	(315,001)	(315,001)	-	-	-	-	-
ENDING FUND BALANCE	\$ (315,001)	\$ (315,001)	\$ -	\$ -	\$ 170,000	\$ (170,000)	\$ -	\$ -

City of Highwood

FY24 BUDGET SUMMARY CAPITAL PROJECTS FUND - REVENUE

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
REVENUE								
OSLAD GRANT	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFERS IN	<u>727,797</u>	<u>1,350,000</u>	<u>1,254,198</u>	<u>2,240,000</u>	<u>2,240,000</u>	<u>-</u>	<u>570,000</u>	<u>540,000</u>
SUB-TOTAL	727,797	1,350,000	1,454,198	2,240,000	2,240,000	-	570,000	540,000
TOTAL REVENUE	\$ 727,797	\$ 1,350,000	\$ 1,454,198	\$ 2,240,000	\$ 2,240,000	\$ -	\$ 570,000	\$ 540,000

City of Highwood

FY24 BUDGET SUMMARY CAPITAL PROJECTS FUND - EXPENDITURES

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
CAPITAL OUTLAY								
ADMINISTRATIVE DEPARTMENT	\$ -	\$ 75,000	\$ 113,996	\$ 230,000	\$ 230,000	\$ -	\$ 30,000	\$ -
POLICE DEPARTMENT	-	455,000	402,195	130,000	-	130,000	-	-
STREET DEPARTMENT	68,756	630,000	333,999	1,600,000	1,560,000	40,000	540,000	540,000
PARKS & REC DEPARTMENT	<u>873,497</u>	<u>190,000</u>	<u>289,007</u>	<u>280,000</u>	<u>280,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
SUB-TOTAL	942,253	1,350,000	1,139,197	2,240,000	2,070,000	170,000	570,000	540,000
TOTAL EXPENDITURES	\$ 942,253	\$ 1,350,000	\$ 1,139,197	\$ 2,240,000	\$ 2,070,000	\$ 170,000	\$ 570,000	\$ 540,000

City of Highwood

FY24 BUDGET SUMMARY TIF FUND

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
TIF FUND REVENUE	\$ 11,341,714	\$ 1,152,000	\$ 1,199,700	\$ 1,353,000	\$ 1,353,000	\$ -	\$ 1,753,000	\$ 1,753,000
TOTAL REVENUE	\$ 11,341,714	\$ 1,152,000	\$ 1,199,700	\$ 1,353,000	\$ 1,353,000	\$ -	\$ 1,753,000	\$ 1,753,000
DEPARTMENT EXPENDITURES								
TIF	3,887,021	9,871,131	7,299,131	1,924,650	1,074,650	850,000	3,556,450	1,077,800
TOTAL EXPENDITURES	\$ 3,887,021	\$ 9,871,131	\$ 7,299,131	\$ 1,924,650	\$ 1,074,650	\$ 850,000	\$ 3,556,450	\$ 1,077,800
REVENUE OVER (UNDER) EXPENDITURES	7,454,693	(8,719,131)	(6,099,431)	(571,650)	278,350	(850,000)	(1,803,450)	675,200
BEGINNING FUND BALANCE	1,021,424	8,476,117	8,476,117	2,376,686	2,376,686	-	1,805,036	1,586
ENDING FUND BALANCE	\$ 8,476,117	\$ (243,014)	\$ 2,376,686	\$ 1,805,036	\$ 2,655,036	\$ (850,000)	\$ 1,586	\$ 676,786

City of Highwood

FY24 BUDGET SUMMARY TIF FUND - REVENUE

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
REVENUE								
TAXES	\$ 1,170,628	\$ 1,150,000	\$ 1,195,000	\$ 1,350,000	\$ 1,350,000	\$ -	\$ 1,750,000	\$ 1,750,000
BOND PROCEEDS	10,166,628	-	-	-	-	-	-	-
INTEREST	<u>4,458</u>	<u>2,000</u>	<u>4,700</u>	<u>3,000</u>	<u>3,000</u>	<u>-</u>	<u>3,000</u>	<u>3,000</u>
SUB-TOTAL	11,341,714	1,152,000	1,199,700	1,353,000	1,353,000	-	1,753,000	1,753,000
TOTAL REVENUE	\$ 11,341,714	\$ 1,152,000	\$ 1,199,700	\$ 1,353,000	\$ 1,353,000	-	\$ 1,753,000	\$ 1,753,000

City of Highwood

FY24 BUDGET SUMMARY TIF FUND - EXPENDITURES

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
OPERATING COSTS								
AUDITING FEES	\$ 5,000	\$ 5,000	\$ 13,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
LEGAL FEES	62,470	35,000	75,000	35,000	35,000	-	35,000	35,000
PROJECT MANAGEMENT	3,264,161	8,820,000	6,200,000	870,000	20,000	850,000	2,500,000	20,000
INFRASTRUCTURE IMPROVEMENTS	-	300,000	300,000	300,000	300,000	-	300,000	300,000
DEBT	555,001	708,631	708,631	707,150	707,150	-	708,950	710,300
BANK FEE	191	-	-	-	-	-	-	-
FISCAL AGENT FEES	198	2,500	2,500	2,500	2,500	-	2,500	2,500
SUB-TOTAL	3,887,021	9,871,131	7,299,131	1,924,650	1,074,650	850,000	3,556,450	1,077,800
TOTAL EXPENDITURES	\$ 3,887,021	\$ 9,871,131	\$ 7,299,131	\$ 1,924,650	\$ 1,074,650	\$ 850,000	\$ 3,556,450	\$ 1,077,800

City of Highwood

FY24 BUDGET SUMMARY DEBT SERVICE FUND

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
DEBT SERVICE FUND REVENUE	\$ 199,136	\$ 199,255	\$ 199,255	\$ 200,324	\$ 200,324	\$ -	\$ 196,062	\$ 196,531
TOTAL REVENUE	\$ 199,136	\$ 199,255	\$ 199,255	\$ 200,324	\$ 200,324	\$ -	\$ 196,062	\$ 196,531
DEPARTMENT EXPENDITURES								
DEBT SERVICE	200,030	201,550	201,550	202,950	202,950	-	198,688	199,425
TOTAL EXPENDITURES	\$ 200,030	\$ 201,550	\$ 201,550	\$ 202,950	\$ 202,950	\$ -	\$ 198,688	\$ 199,425
REVENUE OVER (UNDER) EXPENDITURES	(894)	(2,295)	(2,295)	(2,626)	(2,626)	-	(2,626)	(2,894)
BEGINNING FUND BALANCE	48,658	47,764	47,764	45,469	45,469	-	42,843	40,216
ENDING FUND BALANCE	\$ 47,764	\$ 45,469	\$ 45,469	\$ 42,843	\$ 42,843	\$ -	\$ 40,216	\$ 37,323

City of Highwood

FY24 BUDGET SUMMARY DEBT SERVICE FUND - REVENUE

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
REVENUE								
OTHER FINANCING SOURCES								
PROPERTY TAXES	\$ 199,136	\$ 199,255	\$ 199,255	\$ 200,324	\$ 200,324	\$ -	\$ 196,062	\$ 196,531
SUB-TOTAL	199,136	199,255	199,255	200,324	200,324	-	196,062	196,531
TOTAL REVENUE	\$ 199,136	\$ 199,255	\$ 199,255	\$ 200,324	\$ 200,324	\$ -	\$ 196,062	\$ 196,531

City of Highwood

FY24 BUDGET SUMMARY DEBT SERVICE FUND - EXPENDITURES

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
OPERATING COSTS								
DEBT COSTS	\$ 199,555	\$ 201,075	\$ 201,075	\$ 202,475	\$ 202,475	\$ -	\$ 198,213	\$ 198,950
FISCAL AGENT FEE	<u>475</u>	<u>475</u>	<u>475</u>	<u>475</u>	<u>475</u>	<u>-</u>	<u>475</u>	<u>475</u>
SUB-TOTAL	200,030	201,550	201,550	202,950	202,950	-	198,688	199,425
TOTAL EXPENDITURES	\$ 200,030	\$ 201,550	\$ 201,550	\$ 202,950	\$ 202,950	\$ -	\$ 198,688	\$ 199,425

City of Highwood

FY24 BUDGET SUMMARY MOTOR FUEL TAX FUND

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
MOTOR FUEL TAX FUND REVENUE	\$ 216,026	\$ 196,000	\$ 209,000	\$ 203,000	\$ 203,000	\$ -	\$ 203,000	\$ 203,000
TOTAL REVENUE	\$ 216,026	\$ 196,000	\$ 209,000	\$ 203,000	\$ 203,000	\$ -	\$ 203,000	\$ 203,000
DEPARTMENT EXPENDITURES								
MOTOR FUEL TAX	125,000	185,000	130,000	185,000	185,000	-	200,000	215,000
TOTAL EXPENDITURES	\$ 125,000	\$ 185,000	\$ 130,000	\$ 185,000	\$ 185,000	\$ -	\$ 200,000	\$ 215,000
REVENUE OVER (UNDER) EXPENDITURES	91,026	11,000	79,000	18,000	18,000	-	3,000	(12,000)
BEGINNING FUND BALANCE	184,115	275,141	275,141	354,141	354,141	-	372,141	375,141
ENDING FUND BALANCE	\$ 275,141	286,141	\$ 354,141	\$ 372,141	\$ 372,141	\$ -	\$ 375,141	\$ 363,141

City of Highwood

FY24 BUDGET SUMMARY MOTOR FUEL TAX FUND - REVENUE

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
REVENUE								
MOTOR FUEL TAX	\$ 215,469	\$ 195,000	\$ 195,000	\$ 195,000	\$ 195,000	\$ -	\$ 195,000	\$ 195,000
INTEREST	557	1,000	14,000	8,000	8,000	-	8,000	8,000
SUB-TOTAL	216,026	196,000	209,000	203,000	203,000	-	203,000	203,000
TOTAL REVENUE	\$ 216,026	\$ 196,000	\$ 209,000	\$ 203,000	\$ 203,000	\$ -	\$ 203,000	\$ 203,000

City of Highwood

FY24 BUDGET SUMMARY MOTOR FUEL TAX FUND - EXPENDITURES

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
OPERATING COSTS								
STREET MAINTENANCE	\$ 125,000	\$ 185,000	\$ 130,000	\$ 185,000	\$ 185,000	\$ -	\$ 200,000	\$ 215,000
SUB-TOTAL	125,000	185,000	130,000	185,000	185,000	-	200,000	215,000
TOTAL EXPENDITURES	\$ 125,000	\$ 185,000	\$ 130,000	\$ 185,000	\$ 185,000	\$ -	\$ 200,000	\$ 215,000

City of Highwood

FY24 BUDGET SUMMARY MFT- REBUILD ILLINOIS FUND

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
MFT- REBUILD IL FUND REVENUE	\$ 118,737	\$ 59,368	\$ 59,368	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUE	\$ 118,737	\$ 59,368	\$ 59,368	\$ -	\$ -	\$ -	\$ -	\$ -
DEPARTMENT EXPENDITURES								
MFT	135,054	136,210	150,746	70,410	70,410	-	-	-
TOTAL EXPENDITURES	\$ 135,054	\$ 136,210	\$ 150,746	\$ 70,410	\$ 70,410	\$ -	\$ -	\$ -
REVENUE OVER (UNDER) EXPENDITURES	(16,317)	(76,842)	(91,378)	(70,410)	(70,410)	-	-	-
BEGINNING FUND BALANCE	178,105	161,788	161,788	70,410	70,410	-	-	-
ENDING FUND BALANCE	\$ 161,788	\$ 84,946	\$ 70,410	\$ -	\$ -	\$ -	\$ -	\$ -

City of Highwood

FY24 BUDGET SUMMARY MFT- REBUILD ILLINOIS FUND - REVENUE

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
REVENUE								
REBUILD ILLINOIS	\$ 118,737	\$ 59,368	\$ 59,368	\$ -	\$ -	\$ -	\$ -	\$ -
SUB-TOTAL	118,737	59,368	59,368	-	-	-	-	-
TOTAL REVENUE	\$ 118,737	\$ 59,368	\$ 59,368	\$ -	\$ -	\$ -	\$ -	\$ -

City of Highwood

FY24 BUDGET SUMMARY MFT- REBUILD ILLINOIS FUND - EXPENDITURES

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
OPERATING COSTS								
REBUILD ILLINOIS PROJECTS	\$ 135,054	\$ 136,210	\$ 150,746	\$ 70,410	\$ 70,410	\$ -	\$ -	\$ -
SUB-TOTAL	135,054	136,210	150,746	70,410	70,410	-	-	-
TOTAL EXPENDITURES	\$ 135,054	\$ 136,210	\$ 150,746	\$ 70,410	\$ 70,410	\$ -	\$ -	\$ -

City of Highwood

FY24 BUDGET SUMMARY WATER FUND

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
WATER FUND REVENUE	\$ 1,293,831	\$ 1,232,500	\$ 1,479,825	\$ 1,266,500	\$ 1,266,500	\$ -	\$ 1,284,000	\$ 1,301,850
TOTAL REVENUE	\$ 1,293,831	\$ 1,232,500	\$ 1,479,825	\$ 1,266,500	\$ 1,266,500	\$ -	\$ 1,284,000	\$ 1,301,850
DEPARTMENT EXPENDITURES								
WATER	971,230	1,644,552	1,368,462	1,837,306	1,837,306	-	1,465,560	1,515,612
TOTAL EXPENDITURES	\$ 971,230	\$ 1,644,552	\$ 1,368,462	\$ 1,837,306	\$ 1,837,306	\$ -	\$ 1,465,560	\$ 1,515,612
REVENUE OVER (UNDER) EXPENDITURES	322,601	(412,052)	111,363	(570,806)	(570,806)	-	(181,560)	(213,762)
BEGINNING NET POSITION	759,899	1,082,500	1,082,500	1,193,863	1,193,863	-	623,058	441,498
ENDING NET POSITION	1,082,500	670,448	1,193,863	623,058	623,058	-	441,498	227,736
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT	2,549,672	2,908,261	2,677,961	3,156,569	3,156,569	-	3,269,538	3,396,910
UNRESTRICTED	(1,467,172)	(2,237,813)	(1,484,098)	(2,533,511)	(2,533,511)	-	(2,828,040)	(3,169,174)
TOTAL NET POSITION	\$ 1,082,500	\$ 670,448	\$ 1,193,863	\$ 623,057	\$ 623,057	\$ -	\$ 441,498	\$ 227,736

City of Highwood

**FY24 BUDGET SUMMARY
WATER FUND - REVENUE**

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
OPERATING REVENUE								
WATER & SEWER PENALTIES	\$ 17,847	\$ 20,000	\$ 70,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ 20,000
WATER INCOME	838,620	850,000	933,825	875,000	875,000	-	892,500	910,350
SEWER INCOME	344,922	350,000	364,000	350,000	350,000	-	350,000	350,000
ENVIRONMENTAL SURCHARGE	63,599	-	12,000	-	-	-	-	-
WATER & SANITATION CONNECTION FEES	-	1,500	-	1,500	1,500	-	1,500	1,500
INTEREST INCOME	1,048	1,000	23,000	10,000	10,000	-	10,000	10,000
REFUNDS & OTHER REIMBURSEMENT	521	-	-	-	-	-	-	-
MISCELLANEOUS INCOME	27,274	10,000	77,000	10,000	10,000	-	10,000	10,000
SUB-TOTAL	1,293,831	1,232,500	1,479,825	1,266,500	1,266,500	-	1,284,000	1,301,850
TOTAL REVENUE	\$ 1,293,831	\$ 1,232,500	\$ 1,479,825	\$ 1,266,500	\$ 1,266,500	\$ -	\$ 1,284,000	\$ 1,301,850

City of Highwood

FY24 BUDGET SUMMARY WATER FUND - EXPENDITURES

ACCOUNT	FY22 ACTUAL	FY23 Budget	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
PERSONNEL								
SALARIES	\$ 109,453	\$ 132,468	\$ 132,468	\$ 179,250	\$ 179,250	\$ -	\$ 195,570	\$ 201,437
OVERTIME	15,509	25,000	25,000	25,000	25,000	-	25,000	25,000
SUB-TOTAL	124,962	157,468	157,468	204,250	204,250	-	220,570	226,437
BENEFITS								
HEALTH INSURANCE	42,006	34,756	34,756	34,756	34,756	-	145	40,000
UNEMPLOYMENT INSURANCE	326	1,000	1,000	1,000	1,000	-	1,000	1,000
WORKERS COMP	14,231	13,269	18,000	13,269	13,269	-	14,596	16,055
FICA	6,681	8,213	8,554	11,114	11,114	-	12,125	12,489
IMRF	8,860	15,896	16,555	21,510	21,510	-	23,468	24,172
MEDICARE	1,626	1,921	2,000	2,599	2,599	-	2,836	2,921
AUTOMOTIVE ALLOWANCE	500	1,000	400	1,000	1,000	-	1,000	1,000
SUB-TOTAL	74,230	76,055	81,515	85,248	85,248	-	55,170	97,637
OPERATING COSTS								
BUILDING MAINTENANCE	242	10,000	22,000	15,000	15,000	-	15,000	15,000
EQUIPMENT MAINTENANCE	34,169	25,000	28,000	25,000	25,000	-	25,000	25,000
VEHICLE MAINTENANCE	2,170	2,000	2,000	2,000	2,000	-	2,000	2,000
OTHER MAINTENANCE	-	500	500	500	500	-	500	500
PUMP REPAIR & MAINTENANCE	-	15,000	-	15,000	15,000	-	15,000	15,000
HYDRANTS & MAINS MAINTENANCE	169,555	150,000	150,000	150,000	150,000	-	150,000	150,000
LIFT STATION MAINTENANCE	2,450	55,000	40,000	15,000	15,000	-	15,000	15,000
OFFICE EQUIP MAINTENANCE	-	1,000	1,000	1,000	1,000	-	1,000	1,000
WATER ANALYSIS	4,026	7,500	7,500	7,500	7,500	-	7,500	7,500
WATER USAGE - CITY OF HIGHLAND PARK	-	10,000	-	10,000	10,000	-	10,000	10,000
LEAK DETECTIONS	14,049	20,000	15,000	20,000	20,000	-	20,000	20,000
SEDIMENT DISPOSAL	500	6,000	12,000	12,000	12,000	-	12,000	12,000
CLEANING & TELEVISIONING SEWER	-	6,500	6,200	6,500	6,500	-	6,500	6,500
ACCOUNTING	27,000	30,600	35,000	35,000	35,000	-	38,000	41,000
ENGINEERING	5,968	25,000	20,000	25,000	25,000	-	25,000	25,000
LEGAL	-	12,500	-	12,500	12,500	-	12,500	12,500
BANK CHARGES	91	100	100	100	100	-	100	100
CREDIT CARD FEES	3,731	3,000	7,000	7,000	7,000	-	7,000	7,000
COMPUTER SUPPORT	300.00	5,000	1,000	5,000	5,000	-	5,000	5,000
POSTAGE	3,326	4,000	2,000	1,000	1,000	-	1,000	1,000
TELEPHONE	4,279	6,000	6,000	6,000	6,000	-	6,000	6,000
PUBLISHING/ADV/PROMO	-	1,000	1,000	1,000	1,000	-	1,000	1,000
PRINTING	-	100	100	100	100	-	100	100
DUES & MEMBERSHIPS	1,086	1,000	5,000	5,000	5,000	-	5,000	5,000
TRAVEL EXPENSES	-	100	100	100	100	-	100	100
TRAINING	-	1,000	1,000	1,000	1,000	-	1,000	1,000
PUBLICATIONS	-	500	500	500	500	-	500	500

City of Highwood

FY24 BUDGET SUMMARY WATER FUND - EXPENDITURES

ACCOUNT	FY22 ACTUAL	FY23 Budget	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
UTILITIES	43,094	37,500	37,500	37,500	37,500	-	37,500	37,500
LIABILITY INSURANCE	-	1,000	1,500	1,500	1,500	-	1,650	1,815
MISCELLANEOUS CONTRACT SERVICES	133,402	190,000	175,000	200,000	200,000	-	200,000	200,000
MAINTENANCE SUPPLIES - BUILDING	-	850	850	850	850	-	850	850
MAINTENANCE SUPPLIES - VEHICLE	-	500	300	500	500	-	500	500
OFFICE SUPPLIES	142	200	250	200	200	-	200	200
OPERATING SUPPLIES	31,731	40,000	45,000	50,000	50,000	-	50,000	50,000
UNIFORMS	400	400	400	400	400	-	400	400
AUTOMOTIVE FUEL/OIL	639	2,500	1,000	2,500	2,500	-	2,500	2,500
FISCAL AGENT FEES	475	2,500	2,500	2,500	2,500	-	2,500	2,500
REIMBURSABLE PAYMENT	811	-	-	-	-	-	-	-
MISCELLANEOUS EXPENSE	-	1,000	1,000	1,000	1,000	-	1,000	1,000
SUB-TOTAL	483,636	674,850	628,300	675,750	675,750	-	678,900	682,065
CAPITAL								
THREE YEAR CAPITAL PLAN	-	310,000	75,000	425,000	425,000	-	60,000	60,000
IL EPA LOAN REPAYMENT	47,416	173,803	173,803	173,803	173,803	-	173,803	173,803
BOND EXPENSE	44,062	252,376	252,376	273,255	273,255	-	277,117	275,670
DEPRECIATION	196,924	-	-	-	-	-	-	-
SUB-TOTAL	288,402	736,179	501,179	872,058	872,058	-	510,920	509,473
TOTAL EXPENDITURES	\$ 971,230	\$ 1,644,552	\$ 1,368,462	\$ 1,837,306	\$ 1,837,306	\$ -	\$ 1,465,560	\$ 1,515,612

City of Highwood

FY24 BUDGET SUMMARY GARBAGE FUND

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
GARBAGE FUND REVENUE	\$ 377,843	\$ 361,000	\$ 364,019	\$ 376,500	\$ 376,500	\$ -	\$ 392,775	\$ 409,864
TOTAL REVENUE	\$ 377,843	\$ 361,000	\$ 364,019	\$ 376,500	\$ 376,500	\$ -	\$ 392,775	\$ 409,864
DEPARTMENT EXPENDITURES								
GARBAGE	379,396	467,396	475,924	516,060	516,060	-	539,548	563,804
TOTAL EXPENDITURES	\$ 379,396	\$ 467,396	\$ 475,924	\$ 516,060	\$ 516,060	\$ -	\$ 539,548	\$ 563,804
REVENUE OVER (UNDER) EXPENDITURES	(1,553)	(106,396)	(111,905)	(139,560)	(139,560)	-	(146,773)	(153,940)
BEGINNING NET POSITION	195,601	194,048	194,048	82,143	82,143	-	(57,417)	(204,190)
ENDING NET POSITION	\$ 194,048	87,652	\$ 82,143	\$ (57,417)	\$ (57,417)	\$ -	\$ (204,190)	\$ (358,130)

City of Highwood

FY24 BUDGET SUMMARY GARBAGE FUND - REVENUE

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
REVENUE								
REFUSE PENALTIES	\$ 3,697	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	\$ 6,500	\$ 6,500
REFUSE BILLINGS	326,025	310,000	313,000	325,500	325,500	-	341,775	358,864
GARBAGE STICKERS	(141)	1,500	1,519	1,500	1,500	-	1,500	1,500
INTEREST	414	1,000	1,000	1,000	1,000	-	1,000	1,000
FRANCHISE FEES	<u>47,848</u>	<u>42,000</u>	<u>42,000</u>	<u>42,000</u>	<u>42,000</u>	-	<u>42,000</u>	<u>42,000</u>
SUB-TOTAL	377,843	361,000	364,019	376,500	376,500	-	392,775	409,864
TOTAL REVENUE	\$ 377,843	\$ 361,000	\$ 364,019	\$ 376,500	\$ 376,500	\$ -	\$ 392,775	\$ 409,864

City of Highwood

FY24 BUDGET SUMMARY GARBAGE FUND - EXPENDITURES

ACCOUNT	FY22 ACTUAL	FY23 BUDGET	FY23 ESTIMATED ACTUAL	FY24 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY	FY25 FORECAST	FY26 FORECAST
PERSONNEL								
SALARIES REGULAR	\$ 67,340	\$ 96,327	\$ 96,327	\$ 108,900	\$ 108,900	\$ -	\$ 112,167	\$ 115,532
SUB-TOTAL	67,340	96,327	96,327	108,900	108,900	-	112,167	115,532
BENEFITS								
HEALTHCARE	10,079	9,991	7,632	9,991	9,991	-	11,490	13,213
UNEMPLOYMENT INSURANCE	236	250	250	250	250	-	250	250
FICA	3,980	5,972	4,043	6,752	6,752	-	6,954	7,163
MEDICARE	894	1,397	946	1,579	1,579	-	1,626	1,675
IMRF	4,683	11,559	7,826	13,068	13,068	-	13,460	13,385
SUB-TOTAL	19,872	29,169	20,697	31,640	31,640	-	33,780	35,686
OPERATING COSTS								
ACCOUNTING SERVICES	4,500	5,100	5,100	5,100	5,100	-	5,100	5,100
CREDIT CARD FEES	1,716	2,000	2,000	2,000	2,000	-	2,000	2,000
POSTAGE	2,179	1,800	1,800	1,800	1,800	-	1,800	1,800
DUES & MEMBERSHIPS	-	2,500	2,500	2,500	2,500	-	2,500	2,500
REFUSE BILLING EXPENSE	273,875	328,000	345,000	361,620	361,620	-	379,701	398,686
DEPRECIATION EXPENSE	9,914	-	-	-	-	-	-	-
OPERATING SUPPLIES	-	2,500	2,500	2,500	2,500	-	2,500	2,500
SUB-TOTAL	292,184	341,900	358,900	375,520	375,520	-	393,601	412,586
TOTAL EXPENDITURES	\$ 379,396	\$ 467,396	\$ 475,924	\$ 516,060	\$ 516,060	\$ -	\$ 539,548	\$ 563,804