

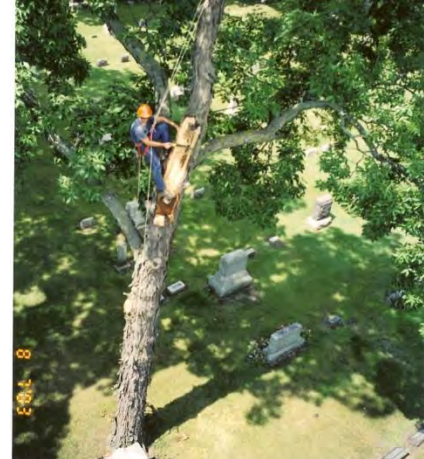
Cemetery Fund

Service Area Description

The Cemetery Fund provides for the maintenance and operation of the Village-owned cemetery to Village residents in order to provide a place where their relatives are nearby and have a safe and peaceful resting place.

The Cemetery Fund supports the Village of Algonquin’s Mission by:

- Maintaining the Village’s Infrastructure and Upholding a High Quality of Life for Residents



Public Works staff trims trees at the Algonquin Cemetery

FT 10/11 Accomplishments

The following list provides a status update for departmental objectives outlined in the FY 10/11 budget document and other tasks completed during the fiscal year. The status list is current as of the date this document was published.



Complete

- On-going maintenance and seasonal clean ups
- Weed control performed to keep grounds looking manicured



Near Completion

- N/A



Not Complete

- Grave stone repairs
- Surveying and recording the southern portion of the cemetery for GIS

FY11/12 Objectives

Guiding Principle #3: Evaluate, Plan for, and Implement Maintenance of the Village’s Infrastructure and Uphold a High Quality of Life for Residents

- Continue on-going maintenance and seasonal clean ups
- Continue to take care of and manicure the grounds
- Continue to make any necessary repairs to roads and infrastructure to keep a safe and presentable environment

Statistics

| Algonquin Cemetery | | | | | |
|--|----------------|------|------|------|------|
| | 2006 | 2007 | 2008 | 2009 | 2010 |
| Monuments Repaired | 0 ¹ | 25 | 28 | 28 | 0 |
| Notes: ¹ – Monument repair was not funded in 2006. | | | | | |

Cemetery Fund

Revenues

| | | | FY 07/08 Actual | FY 08/09 Actual | FY 09/10 Actual | FY 10/11 Budget | FY 11/12 Budget |
|--|-------|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| 02000100 | 34100 | Rental Income ¹ | \$ 16,882.64 | \$ 17,389.12 | \$ 17,910.79 | \$ 18,450.00 | \$ 19,000.00 |
| 02000100 | 34300 | Lots & Graves | 4,720.00 | 3,910.00 | 3,850.00 | 6,000.00 | 4,500.00 |
| 02000100 | 34310 | Grave Opening | 10,075.00 | 6,025.00 | 10,575.00 | 8,500.00 | 10,000.00 |
| 02000100 | 34320 | Perpetual Care ² | 1,440.00 | 1,260.00 | 1,260.00 | 2,000.00 | 1,500.00 |
| 02000500 | 36001 | Interest | 241.69 | 27.78 | 9.12 | 25.00 | 50.00 |
| 02000500 | 36026 | Interest - Cemetery Trust ² | 10,787.55 | 6,359.73 | 3,215.15 | 3,025.00 | 5,000.00 |
| Cemetery Fund Total | | | \$ 44,146.88 | \$ 34,971.63 | \$ 36,820.06 | \$ 38,000.00 | \$ 40,050.00 |
| ¹ - Rental Income includes the annual rental payment for a ground lease by a wireless service provider at the cemetery. | | | | | | | |
| ² - Restricted Account | | | | | | | |

Cemetery Fund

Expenditures

| | | | FY 07/08 | FY 08/09 | FY 09/10 | FY 10/11 | FY 11/12 |
|----------------------------|-------|-------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | | | Actual | Actual | Actual | Budget | Budget |
| 02400100 | 42234 | Professional Services | \$ 27,800.00 | \$ 28,090.00 | \$ 21,800.00 | \$ 26,600.00 | \$ 28,200.00 |
| 02400100 | 42236 | Insurance | 1,337.77 | 1,309.84 | 964.13 | 2,000.00 | 1,500.00 |
| 02400100 | 42290 | Grave Opening | 7,700.00 | 4,800.00 | 8,300.00 | 6,000.00 | 7,000.00 |
| 02400100 | 43319 | Supplies | - | 110.83 | 859.96 | 2,200.00 | 2,400.00 |
| 02400100 | 43320 | Small Tools & Equipment | - | - | - | - | - |
| Cemetery Fund Total | | | \$ 36,837.77 | \$ 34,310.67 | \$ 31,924.09 | \$ 36,800.00 | \$ 39,100.00 |



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Swimming Pool Fund

Service Area Description

The Swimming Pool Fund provides leisure/recreation services to residents in the community, as well as to local swim teams and day care business in order to provide a safe, educational, and recreation setting for the visitors.

The Swimming Pool Fund supports the Village of Algonquin’s Mission by:

- Enhancing Customer Service and Citizen Satisfaction
- Promoting Economic Development
- Maintaining the Public’s Health, Safety, and Welfare Through a Well Trained and Dedicated Staff
- Promoting Programs with a Conservation Focus



The Splashpad helps keep visitors cool during the summer

Personnel Summary

No new personnel budgeted for FY 11/12. The Head Lifeguard position will not be filled this fiscal year.

| Personnel Schedule | FY 07/08 | FY 08/09 | FY 09/10 | FY 10/11 | FY 11/12 | Change |
|---|--------------|--------------|--------------|--------------|-------------|----------|
| Manager | - | - | - | - | 0.35 | - |
| Swim Lesson Coordinator | - | - | - | - | 0.15 | - |
| Individual Instructor | - | - | - | - | 0.25 | - |
| Instructor | - | - | - | - | 1.0 | - |
| Head Lifeguard | - | - | - | - | - | - |
| Lifeguard | - | - | - | - | 2.25 | - |
| Cashier | - | - | - | - | 0.75 | - |
| Total Full-Time Equivalent Positions | 4.75* | 4.75* | 4.75* | 4.75* | 4.75 | - |
| <i>Full-Time Employees</i> | <i>0</i> | <i>0</i> | <i>0</i> | <i>0</i> | <i>0</i> | <i>-</i> |
| <i>Part-Time Employees</i> | <i>39</i> | <i>42</i> | <i>42</i> | <i>51</i> | <i>50</i> | <i>-</i> |

* - Estimate

FY 10/11 Accomplishments

The following list provides a status update for departmental objectives outlined in the FY 10/11 budget document and other tasks completed during the fiscal year. The status list is current as of the date this document was published.



Complete

- Create and maintain a better tracking of group visits.
- Develop policies and procedures for Recpro Registration & Membership Sales, Recpro Point of Sales (Concessions), and Season Pass Renewal
- Flatten daily fees
- Eliminated senior discount passes
- Improved staff in-service training
- Implemented secret shopper program



Near Completion

- Researching staff training in Ellis, Starguard, or American Red Cross
- Offering online registration for pool passes and swim lesson registration
- Researching bundling services (i.e. purchase a pool pass receive discounted swim lessons)



Not Complete

- Purchase solar blankets
- Install cabinetry
- Host swim meet and/or triathlon
- Develop master plan for swimming pool
- Cost analysis of part-time Certified Pool Operator position.
- Research contracting out concession services

FY 11/12 Objectives

Guiding Principle #1: Maintain and/or Enhance Customer Service and Citizen Satisfaction

- Obtain 4.0 or better on customer service evaluations.
- Purchase of new deck chairs and chaise lounges.
- Offer swim camp in afternoon hours.
- Offer on the spot swimming lesson program.

Guiding Principle #2: Continue to Promote and Foster Economic Development

- Research opportunities for businesses to become in pool operation either through sponsorship, corporate memberships, or pool parties.
- Research opportunities to have Algonquin business operate concession stand operations.

Guiding Principle #3: Evaluate, Plan for, and Implement Important Capital Improvement Projects in Order to Maintain the Village's Infrastructure and Uphold a High Quality of Life for Residents

- Research grant opportunities for green initiatives at the swimming pool.
- Conduct RFP for bathroom upgrades and pool painting.
- Begin dialogue with staff about future site location for additional facility.
- Evaluate opportunity to sell swimming pool to a private entity.

Guiding Principle #5: Continue to Allocate the Necessary Resources for the Maintenance of the Public's Health, Safety, and Welfare through a Well Trained and Dedicated Staff

- Certify at least 3 additional staff in Water Safety Instructor.
- Certify at least 3 additional staff in Lifeguard Training Instructor.
- Certify all staff in CPR/AED/First Aid.
- Certify all instructional staff in Water Safety Instructor Aide.
- Certify all management staff in Food Safety & Sanitation.
- Certify all cashier/concession stand staff in HAACP.
- Recertify lifeguard staff in all lifeguarding skills.
- Continue recertification of Recreation Superintendent in all the above certifications, as well as Certified Parks & Recreation Professional staff. This is the highest certification in the parks and recreation industry that is issued only to qualified candidates who pass the national exam proctored by the National Parks and Recreation Association.

Guiding Principle #6: Continue to Promote and Develop Programs with a Conservation Focus

- Staff will be researching the potential for ultra violet sanitation system, as well as use of diatomaceous earth filter system. Both systems provide more ecofriendly options for maintaining pool chemistry and result in less water loss during back washing cycles.
- Purchase of solar covers and solar reels to aid in heat loss and chemistry loss overnight.
- Research purchase of upgraded bathroom features (i.e. motion sensor water, low flow toilets, etc.)

Performance Measures

The FY 11/12 budget document features performance measures related to the Village’s Guiding Principles to assist linking budgetary decisions to the intended outcomes determined by the Village Board. Output, efficiency, and outcome measures are used to provide a tangible link from Village services and strategies to the Guiding Principles. Aggressive targets are set during the budget process not to determine success or failure, but to continuously improve service delivery and provide core services in the most cost-effective manner possible. Additional measures and strategies will be featured in subsequent budgets.

| Guiding Principle #1: Maintain and/or Enhance Customer Service and Citizen Satisfaction | | | | | | |
|--|------------------------------------|--------|------------|--------------|------------|--------|
| Department Objective | Strategy/Measure | 2008 | 2009 | 2010 | | 2011 |
| | | Actual | Actual | Target | Actual | Target |
| Align programs with community needs. | Total Season Pool Passes Purchased | 290 | 398 | N/A | 375 | 400 |
| | Total Swim Lesson Registrants | 1,037 | 779 | N/A | 682 | 700 |
| Continue to develop competent staff. | WSI/LGI Certified Staff | 2 | 3 | >1 | 3 | 3 |

Statistics

| Algonquin Swimming Pool | | | | | |
|---|-------------|-------------|-------------|-------------|-------------|
| | 2006 | 2007 | 2008 | 2009 | 2010 |
| Average Chlorine Level ¹ | 3.0 | 3.0 | 1.4 | 2.0 | 1.8 |
| Average pH Level ² | 7.4 | 7.4 | 7.4 | 7.4 | 7.3 |
| Average Air Temperature | 71° | 77° | 71° | 70° | 78° |
| Notes: ¹ – Acceptable chlorine levels range between 0.5 and 3.0. ² – Acceptable pH levels are between 6.8 – 8.0 | | | | | |

Swimming Pool Fund

Revenues

| | | | FY 07/08 Actual | FY 08/09 Actual | FY 09/10 Actual | FY 10/11 Budget | FY 11/12 Budget |
|--|-------|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 05000100 | 34100 | Rental Income ¹ | \$ 14,259.88 | \$ 14,993.88 | \$ 14,188.88 | \$ 17,350.00 | \$ 18,000.00 |
| 05000100 | 34500 | Swimming Annual Fees | 39,074.60 | 40,730.00 | 37,314.81 | 40,000.00 | 38,000.00 |
| 05000100 | 34510 | Swimming Daily Fees ² | 22,401.97 | 27,329.88 | 23,569.34 | 30,000.00 | 32,000.00 |
| 05000100 | 34520 | Swimming Lesson Fees | 62,672.93 | 51,395.95 | 40,692.45 | 45,900.00 | 45,000.00 |
| 05000100 | 34560 | Concessions | 11,416.52 | 12,579.92 | 12,208.42 | 13,250.00 | 13,500.00 |
| 05000100 | 34561 | Concessions - Vending ³ | 1,343.40 | 977.16 | 77.96 | - | - |
| 05000100 | 34565 | Concessions - Other ³ | 107.22 | 54.86 | 285.85 | - | - |
| 05000500 | 36001 | Interest | 134.62 | 31.21 | 4.65 | 5.00 | 5.00 |
| 05000500 | 38001 | Transfer from General Fund | 54,795.60 | 36,376.48 | 66,097.81 | 52,180.00 | 71,495.00 |
| Swimming Pool Fund Total | | | \$ 206,206.74 | \$ 184,469.34 | \$ 194,440.17 | \$ 198,685.00 | \$ 218,000.00 |
| Notes: | | | | | | | |
| ¹ - Trails Swim Team contributes \$9,190 in facility use fees. | | | | | | | |
| ² - Includes reduced admission for groups. Group Rates have been increase by \$0.75 per person. | | | | | | | |
| ³ - Concession revenues have been consolidated into one line item. | | | | | | | |

Swimming Pool Fund

Expenditures

| | | | FY 07/08 | FY 08/09 | FY 09/10 | FY 10/11 | FY 11/12 |
|---|-------|------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | | | Actual | Actual | Actual | Budget | Budget |
| Nondepartmental Personnel | | | | | | | |
| 05900100 | 41104 | FICA | \$ 7,188.09 | \$ 7,796.20 | \$ 7,200.38 | \$ 7,500.00 | \$ 7,475.00 |
| 05900100 | 41105 | Unemployment Tax | 1,409.42 | 1,324.29 | 753.16 | 800.00 | 830.00 |
| 05900100 | 41110 | Salaries | 93,960.48 | 102,154.80 | 93,552.12 | 94,000.00 | 97,385.00 |
| 05900100 | 41140 | Overtime | - | - | 569.37 | - | - |
| Subtotal | | | \$ 102,557.99 | \$ 111,275.29 | \$ 102,075.03 | \$ 102,300.00 | \$ 105,690.00 |
| Contractual Services | | | | | | | |
| 05900100 | 42210 | Telephone | \$ 49.82 | \$ (4.64) | \$ (1.40) | \$ 50.00 | \$ 25.00 |
| 05900100 | 42211 | Gas | 4,751.20 | 5,649.40 | 7,114.18 | 2,555.00 | 3,485.00 |
| 05900100 | 42212 | Electric | 7,418.87 | 7,366.07 | 6,866.05 | 6,000.00 | 6,000.00 |
| 05900100 | 42213 | Water | - | - | - | 2,000.00 | 3,000.00 |
| 05900100 | 42236 | Insurance | 5,469.69 | 7,073.86 | 4,714.12 | 8,000.00 | 8,200.00 |
| Subtotal | | | \$ 17,689.58 | \$ 20,084.69 | \$ 18,692.95 | \$ 18,605.00 | \$ 20,710.00 |
| Supplies & Materials | | | | | | | |
| 05900100 | 43308 | Office Supplies | \$ 3,851.55 | \$ 2,227.06 | \$ 1,803.86 | \$ 1,600.00 | \$ 1,225.00 |
| 05900100 | 43342 | Chemicals | 242.59 | - | - | - | - |
| 05900100 | 43317 | Postage | 48.94 | 29.10 | - | - | - |
| 05900100 | 43319 | Building Supplies | 1,206.73 | - | 73.72 | - | - |
| 05900100 | 43320 | Tools, Equipment & Supplies | 1,393.48 | 937.03 | 1,106.50 | 850.00 | 5,925.00 |
| 05900100 | 43332 | Office Furniture & Equipment | - | - | 180.00 | 3,000.00 | - |
| Subtotal | | | \$ 6,743.29 | \$ 3,193.19 | \$ 3,164.08 | \$ 5,450.00 | \$ 7,150.00 |
| Maintenance | | | | | | | |
| 05900100 | 44423 | Building Services (S) | 52,613.94 | 50,352.09 | 56,395.27 | 59,580.00 | 72,260.00 |
| Subtotal | | | \$ 52,613.94 | \$ 50,352.09 | \$ 56,395.27 | \$ 59,580.00 | \$ 72,260.00 |
| Other Charges | | | | | | | |
| 05900100 | 47740 | Travel/Training/Dues | \$ 650.00 | \$ 840.10 | \$ 698.00 | \$ 1,050.00 | \$ 1,530.00 |
| 05900100 | 47760 | Uniforms & Safety Items | 3,594.39 | 3,505.31 | 3,694.57 | 1,200.00 | 2,110.00 |
| 05900100 | 47800 | Concession Purchases | 11,528.23 | 10,202.19 | 9,424.36 | 10,500.00 | 8,550.00 |
| Subtotal | | | \$ 15,772.62 | \$ 14,547.60 | \$ 13,816.93 | \$ 12,750.00 | \$ 12,190.00 |
| Swimming Pool Fund Total | | | \$ 195,377.42 | \$ 199,452.86 | \$ 194,144.26 | \$ 198,685.00 | \$ 218,000.00 |
| (S) indicates those line items that reimburse the Internal Service Funds. | | | | | | | |

Special Revenue Fund

Revenues

| | | | FY 07/08 | FY 08/09 | FY 09/10 | FY 10/11 | FY 11/12 |
|-----------------------------------|-------|----------------------------------|---------------|---------------|--------------|---------------|---------------|
| | | | Actual | Actual | Actual | Budget | Budget |
| Taxes | | | | | | | |
| 16000500 | 31496 | Hotel Tax Receipts | \$ 91,260.81 | \$ 80,671.25 | \$ 35,103.68 | \$ 90,000.00 | \$ 55,000.00 |
| Subtotal | | | \$ 91,260.81 | \$ 80,671.25 | \$ 35,103.68 | \$ 90,000.00 | \$ 55,000.00 |
| Donations and Grants | | | | | | | |
| 16000100 | 33142 | Donations - District 300 | \$ 8,806.00 | \$ 84,202.00 | \$ 982.00 | \$ 100,000.00 | \$ 50,000.00 |
| 16000100 | 33143 | Donations - District 158 | 19,230.00 | 7,692.00 | 786.00 | 100,000.00 | 50,000.00 |
| Subtotal | | | \$ 28,036.00 | \$ 91,894.00 | \$ 1,768.00 | \$ 200,000.00 | \$ 100,000.00 |
| Charges for Services | | | | | | | |
| 16000300 | 34106 | Cul de Sac Fees | \$ 48,000.00 | \$ - | \$ - | \$ - | \$ - |
| Subtotal | | | \$ 48,000.00 | \$ - | \$ - | \$ - | \$ - |
| Investment Income | | | | | | | |
| 16000500 | 36005 | Interest - CDAP Block Grant | \$ 5,676.99 | \$ 1,752.72 | \$ 745.07 | \$ 1,000.00 | \$ 1,000.00 |
| 16000500 | 36010 | Interest - School Donation - 300 | 1,910.42 | 518.71 | 291.18 | 2,000.00 | 100.00 |
| 16000500 | 36011 | Interest - School Donation - 158 | | 435.89 | 194.72 | - | 100.00 |
| 16000500 | 36015 | Interest - Cul de Sac | 39,641.80 | 23,640.23 | 11,490.59 | 15,000.00 | 7,500.00 |
| 16000500 | 36016 | Interest - Hotel Tax | 11,774.87 | 9,295.35 | 4,853.09 | 10,000.00 | 3,000.00 |
| Subtotal | | | \$ 59,004.08 | \$ 35,642.90 | \$ 17,574.65 | \$ 28,000.00 | \$ 11,700.00 |
| Special Revenue Fund Total | | | \$ 226,300.89 | \$ 208,208.15 | \$ 54,446.33 | \$ 318,000.00 | \$ 166,700.00 |

Special Revenue Fund

Expenditures

| | | | FY 07/08 Actual | FY 08/09 Actual | FY 09/10 Actual | FY 10/11 Budget | FY 11/12 Budget |
|-----------------------------------|-------|-------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| School Donation | | | | | | | |
| 16180100 | 47761 | School Impact Fees | \$ 28,907.50 | \$ - | \$ 4,880.46 | \$ 200,000.00 | \$ 100,000.00 |
| Subtotal | | | \$ 28,907.50 | \$ - | \$ 4,880.46 | \$ 200,000.00 | \$ 100,000.00 |
| Cul de Sac | | | | | | | |
| 16230300 | 42264 | Snow Removal | \$ 62,092.50 | \$ 53,958.00 | \$ 27,135.00 | \$ 15,000.00 | \$ 7,500.00 |
| 16230300 | 43320 | Tools, Equipment & Supplies | - | - | - | - | - |
| 16230300 | 45590 | Capital Purchase | 80,999.50 | - | - | - | - |
| Subtotal | | | \$ 143,092.00 | \$ 53,958.00 | \$ 27,135.00 | \$ 15,000.00 | \$ 7,500.00 |
| Hotel Tax | | | | | | | |
| 16260100 | 42252 | Regional/Marketing | \$ 10,376.77 | \$ 10,694.13 | \$ 11,382.56 | \$ 45,000.00 | \$ 13,000.00 |
| 16260100 | 42255 | Development Agreement | \$ - | \$ - | \$ - | \$ - | \$ - |
| 16180500 | 48001 | Transfer to General Fund | 3,000.00 | - | - | 45,000.00 | 45,000.00 |
| 16260500 | 48024 | Transfer to Village Const. Fd | - | 42,000.00 | - | - | - |
| Subtotal | | | \$ 13,376.77 | \$ 52,694.13 | \$ 11,382.56 | \$ 90,000.00 | \$ 58,000.00 |
| Special Revenue Fund Total | | | \$ 185,376.27 | \$ 106,652.13 | \$ 43,398.02 | \$ 305,000.00 | \$ 165,500.00 |

Police Pension Fund

Revenues

| | | | FY 07/08 | FY 08/09 | FY 09/10 | FY 10/11 | FY 11/12 |
|----------------------------------|-------|-------------------------|------------------------|----------------------|------------------------|------------------------|------------------------|
| | | | Actual | Actual | Actual | Budget | Budget |
| 53 | 37010 | Employee Contributions | \$ 334,702.76 | \$ 375,497.33 | \$ 378,468.47 | \$ 395,000.00 | \$ 407,000.00 |
| 53 | 36000 | Investment Income Total | 377,884.56 | (806,231.00) | 1,103,478.23 | 462,000.00 | 579,000.00 |
| 53 | 37020 | Employer Contributions | 445,268.48 | 677,063.39 | 767,531.86 | 917,000.00 | 934,000.00 |
| Police Pension Fund Total | | | \$ 1,157,855.80 | \$ 246,329.72 | \$ 2,249,478.56 | \$ 1,774,000.00 | \$ 1,920,000.00 |

Police Pension Fund

Expenditures

| | | | FY 07/08 Actual | FY 08/09 Actual | FY 09/10 Actual | FY 10/11 Budget | FY 11/12 Budget |
|----------------------------------|-------|--------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 53900000 | 41195 | Benefits & Refunds | \$ 228,000.00 | \$ 245,716.00 | \$ 219,179.88 | \$ 240,000.00 | \$ 260,000.00 |
| 53900000 | 42200 | Administration | 44,000.00 | 58,719.00 | 65,620.00 | 94,500.00 | 83,000.00 |
| Police Pension Fund Total | | | \$ 272,000.00 | \$ 304,435.00 | \$ 284,799.88 | \$ 334,500.00 | \$ 343,000.00 |



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