

**A Century of Progress with Pride**

To whom it may concern:

I, Benjamin Daish, Finance Director for the City of Berwyn, Cook County, Illinois, do hereby certify that the attached is a true and exact copy of Ordinance # 22-02 entitled:

**The Annual Appropriation Ordinance of the City of Berwyn, Cook County, Illinois**

**For Fiscal Year 2022**

I further certify that a Notice of Public Hearing on the 2022 Budget and Appropriation Ordinance was published in the Lawndale News on February 24th, 2022 in accordance with state law. Notices of the Public Hearing were placed in Berwyn City Hall located at 6700 West 26<sup>th</sup> Street, Berwyn, Illinois. At all times herein, copies of the Annual Appropriation Ordinance #22-02 were available for public review. That the Public Hearing was conducted in Berwyn City Hall council chambers on March 8, 2022 as announced.

I further certify that Ordinance appeared on the Berwyn City Council Regular Meeting agenda on March 8, 2022. That a quorum of duly elected officials were present at the meeting. Further the following Aldermen voted as follows: Lennon, Woywod, Leja, Ruiz, Arenella and Carmicheal voted AYE to adopt the Ordinance. Pabon voted NO against the motion. There were no absences.

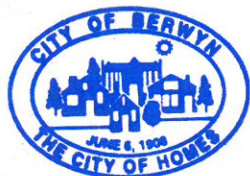
The original Ordinance #22-02 is in file in the office of Berwyn City Clerk Margaret Paul.

Dated this 8<sup>th</sup> day of March, 2022

Benjamin Daish, Finance Director

Attest:

Margaret Paul, City Clerk



**CITY OF BERWYN  
ORDINANCE NUMBER: 22-02**

**ADOPTED BY THE CITY COUNCIL  
OF THE  
CITY OF BERWYN**

(March 8, 2022)

PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF THE CITY OF BERWYN, COOK COUNTY, ILLINOIS, THIS 9<sup>TH</sup> DAY MARCH, 2022

STATE OF ILLINOIS     }  
                                      } SS  
COUNTY OF COOK     }

**CERTIFICATE**

I, Margaret M. Paul, certify that I am the duly elected and acting City Clerk of the City of Berwyn, Cook County, Illinois.

I further certify that on **March 8, 2022**, the City of Berwyn Corporate Authorities passed and approved Ordinance Number 22-02 entitled:

**The Annual Appropriation Ordinance of the City of Berwyn, Cook County, Illinois for the Fiscal Year 2022**

The following vote of the Alderpeople on the motion to adopt the Ordinance was recorded as follows: Lennon – AYE, Woywod – AYE, Leja – AYE, Fejt – AYE, Pabon – NAY, Ruiz – AYE, Arenella – AYE, and Carmichael - AYE

The pamphlet form of Ordinance No. 22-02 was prepared, and a copy of such Ordinance was posted in Berwyn City Hall commencing on March 9, 2022 and continuing for at least 10 days thereafter. Copies of Ordinance 22-02 were also available for public inspection upon request in the office of the City Clerk.

I further certify that this is a true and correct copy of Ordinance 22-02 and that the original is kept by me in my office.

Dated at Berwyn, Illinois this

9<sup>th</sup> day of March, ~~2021~~ 2022 *ms*

(SEAL)



*Margaret M. Paul*  
MARGARET M. PAUL, CITY CLERK



ORDINANCE NO. 22 - 02

**THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF BERWYN,  
COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR 2022**

**WHEREAS**, the City of Berwyn, Cook County, Illinois (the "City") is a home rule municipality pursuant to Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and, as such, may exercise any power and perform any function pertaining to its government and affairs; and

**WHEREAS**, the Codified Ordinances of the City of Berwyn and Section 8-2-9 of the Illinois Municipal Code (65 ILCS 5/8-2-9) require the adoption of an ordinance within the first quarter of each fiscal year, to be termed the annual appropriation ordinance, appropriating such sums of money as are deemed necessary to defray all necessary expenses and liabilities of the municipality and which specifies the objects and purposes for which these appropriations are made and the amount appropriated for each object or purpose (the "Annual Appropriation Ordinance"); and

**WHEREAS**, as required by applicable law, notice of a public hearing on the proposed Annual Appropriation Ordinance was published in a newspaper published in the City at least ten (10) days before the time of the public hearing; and

**WHEREAS**, such public hearing was held on March 8, 2022, with all wishing to speak being heard; and

**WHEREAS**, in accordance with applicable law, City staff prepared a proposed Annual Appropriation Ordinance or a formally prepared appropriation or budget document upon which this Ordinance is based, which has been and is currently conveniently available for public inspection in the office of the City Clerk; and

**WHEREAS**, the Mayor and the City Council have reviewed the Annual Appropriation Ordinance for fiscal year 2022 and have determined that said appropriations are in the best interests of the City and its residents; and

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and the City Council of the City of Berwyn, County of Cook, State of Illinois, in the exercise of the City's home rule powers, as follows:

**SECTION 1:** That the above recitals and legislative findings are incorporated herein and made a part hereof, as if fully set forth in their entirety.

**SECTION 2:** The following sums of money for each City fund, or as much thereof as may be authorized by law, be and are hereby appropriated for the corporate purposes and objects of the City hereinafter specified for the fiscal year commencing January 1, 2022 and ending on December 31, 2022.

**SECTION 3:** All the appropriations herein made for any purpose shall be regarded only as a maximum amount to be expended under the respective appropriation funds, shall not be construed as a commitment, agreement, obligation or liability of the City, and each such appropriation being subject to further approval as to the actual expenditure thereof by the Mayor and City Council of the City.

**SECTION 4:** To the extent allowed by applicable law, any unexpended balance of the appropriations for the fiscal years prior hereto are hereby specifically re-appropriated for the same fund purposes for which they were originally made and may be expended in making up any insufficiency in any item or items provided in this Ordinance without supplemental appropriation.

**SECTION 5:** The sums as set forth in Exhibit A, attached hereto and incorporated herein, or so much thereof as may be authorized by law and needed or deemed necessary, are hereby appropriated to defray and pay all necessary expenses and liabilities of the City and such appropriations are hereby made for the objects and purposes as set forth in Exhibit A.

**SECTION 6:** The City Clerk is hereby authorized and directed to publish this Ordinance in pamphlet form or in a newspaper of general circulation within the City within thirty (30) days after its adoption. The City Clerk is further authorized and directed to file a certified copy of this Ordinance with the Cook County Clerk within thirty (30) days of its adoption and the Chief Fiscal Officer of the City is authorized to certify to the Cook County Clerk that the Estimate of Revenues by Source, incorporated herein by reference, is a true statement of said revenues, which Estimate of Revenues by Source shall also be filed with the Cook County Clerk within said thirty (30) day period. The officers, employees and/or agents of the City shall take all actions necessary or reasonably required to carry out, give effect to and consummate the intent of this Ordinance and shall take all actions in conformity therewith. The officers, employees and/or agents of the City are specifically authorized and directed to draft and disseminate any and all necessary forms to be utilized in connection with the terms and purpose of this Ordinance.

**SECTION 7:** If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

**SECTION 8:** All ordinances in conflict herewith are hereby repealed to the extent of such conflict.

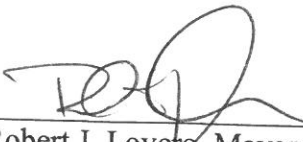
**SECTION 9:** Any non-preemptive state statute in conflict hereof with this Ordinance is hereby superseded to the full extent of such conflict pursuant to the exercise of the home rule powers of the City.

**SECTION 10:** This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

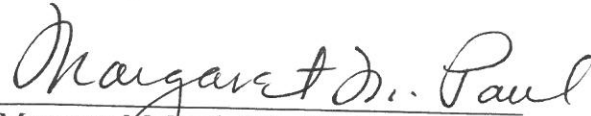
**ADOPTED** this 8th day of March 2022 pursuant to a roll call vote as follows:

	YES	NO	ABSENT	PRESENT
Lennon	✓			
Woywod	✓			
Leja	✓			
Fejt	✓			
Pabon		✓		
Ruiz	✓			
Arenella	✓			
Carmichael	✓			
(Mayor Lovero)				
<b>TOTAL</b>	7	1	Ø	Ø

**APPROVED** this 8th day of March, 2022.

  
 Robert J. Lovero, Mayor

**ATTEST:**

  
 Margaret M. Paul, City Clerk





# 2022 Annual Budget

For the Fiscal Year Beginning January 1, 2022



**The City of Berwyn**

**Robert J. Lovero**  
Mayor

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2567  
[www.berwyn-il.gov](http://www.berwyn-il.gov)

**2022 Annual Budget**

**Members of the City Council**

Scott Lennon  
James Woywod  
Richard Leja  
Robert Fejt  
Robert Pabon  
Alicia Ruiz  
Mary Beth Arenella  
Joseph Carmichael

Alderman, 1<sup>st</sup> Ward  
Alderman, 2<sup>nd</sup> Ward  
Alderman, 3<sup>rd</sup> Ward  
Alderman, 4<sup>th</sup> Ward  
Alderman, 5<sup>th</sup> Ward  
Alderman, 6<sup>th</sup> Ward  
Alderman, 7<sup>th</sup> Ward  
Alderman, 8<sup>th</sup> Ward

**Administrators**

Robert Lovero  
Robert Reyes  
Margaret Paul  
Ruth Siaba Green  
Anthony Bertuca  
Regina Mendicino  
James Frank  
Tammy Sheedy  
Thomas Hayes  
Michael D. Cimaglia  
Charles Lazzara  
Anthony Martinucci  
Robert Schiller  
Benjamin Daish

Mayor  
Treasurer  
Clerk  
City Administrator  
City Attorney  
Director, Community Development  
Director, Information Technology  
Director, Library Services  
Fire Chief  
Police Chief  
Director, Building Department  
Director, Recreation Department  
Director, Public Works  
Director, Finance

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Report Prepared By**

Finance Department

**Table of Contents**

<u>Description</u>	<u>Page</u>
Organizational Chart	1
Budget Message	2
Budgetary Structure	3 - 4
Description of Budget Process	5
Community Profile	6 - 7
Description of City Funds and Accounting Structure	8 - 10
Budget Summary – All Funds	11 - 12
General Fund Summary	13
General Fund Revenues	14 - 21
Significant Expenditures and Expenses	22 - 27
General Fund Expenditures	28
General Fund Department Budget Narratives and Expenditures	
General Government	
Office of the Mayor	29 - 31
Office of the City Administrator	32 - 34
Office of the City Clerk	35 - 37
Office of the Treasurer	38 - 39
City Council	40 - 42
Legal Department	43 - 45
Finance Department	46 - 48
Information Technology	49 - 51



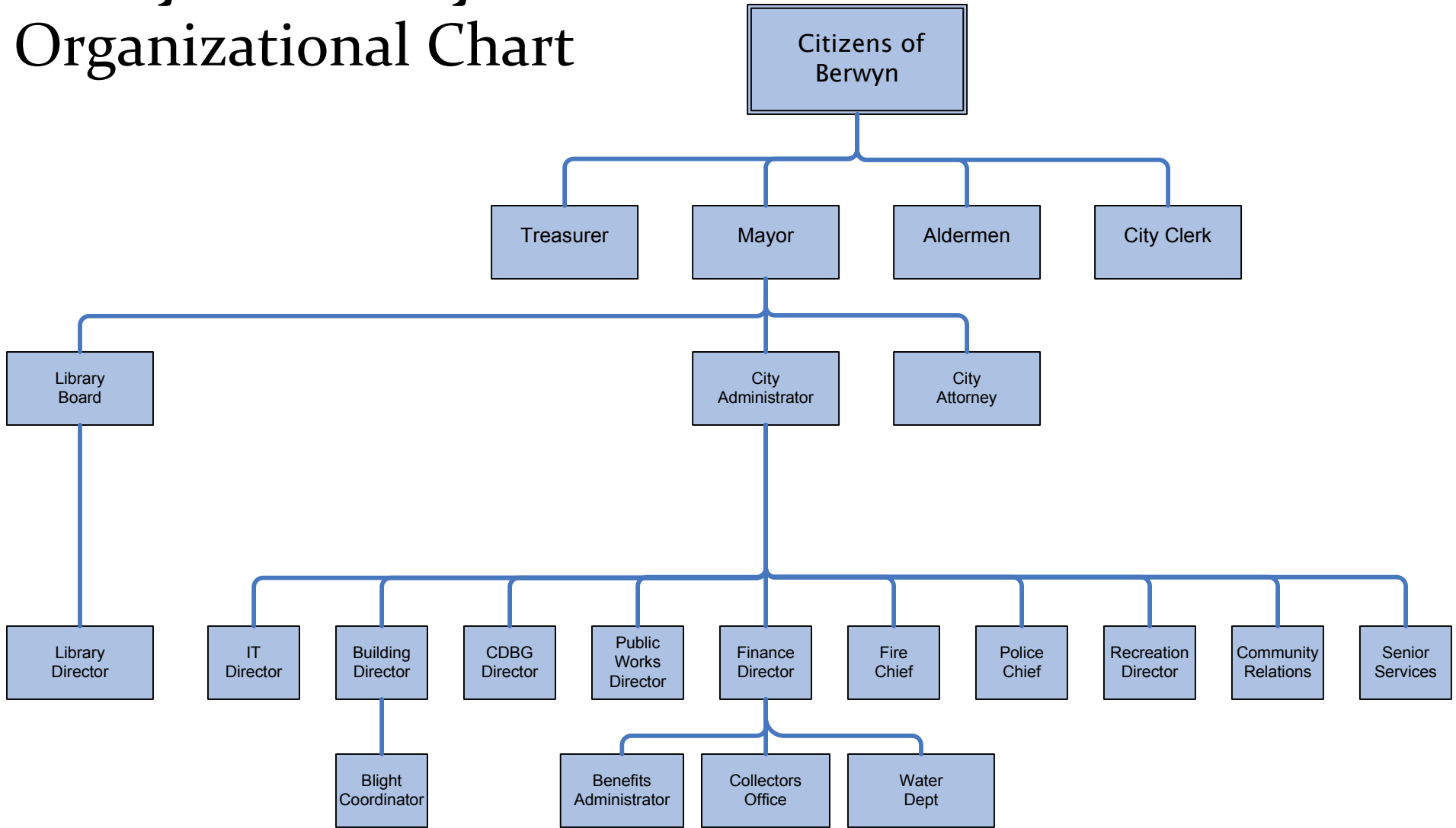
**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

---

Public Safety	
Fire Department	52 - 54
Police Department	55 - 59
Fire and Police Commission	60 - 61
Building & Neighborhood Affairs	62 - 63
Public Works	
Streets & Fleet	64 - 66
Economic Development	
Zoning Board	67 - 68
Committee and Planning	69 - 70
Culture and Recreation	
Recreation	71 - 72
Community Relations	73 - 74
Senior Services	75 - 76
Other City Departments	77 - 78
Special Revenue Funds	
Library	79 - 81
Community Development	82 - 84
Foreign Fire Tax	85 - 87
Motor Fuel Tax	88 - 89
South Berwyn TIF	90- 91
Ridgeland TIF	92 - 93
Harlem TIF	94 - 95
Roosevelt TIF	96 - 97
Capital Projects Fund	98 – 99
American Rescue Plan Fund	100 – 101
Debt Service Fund	102-103
Berwyn Securitization Corporation	104-105
Public Safety Pension Funding Fund	106-107
Proprietary Funds	
Utilities Fund	108-109
Parking Garage Fund	110-111
Internal Service Fund	112-113
Appendix A: Glossary	114-116

# City of Berwyn Organizational Chart



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**2022 Budget Message from Mayor Robert J. Lovero**

I have had the pleasure of serving as the Mayor of Berwyn since first being elected in 2009. During this time, my focus has been to provide a high standard of services and amenities to the residents of the City of Berwyn while working to ensure the City's long-term financial viability. In close collaboration with the department heads and employees, we have worked diligently to bring before you the attached budget, which reflects conservative spending and revenue projections.

2020 proved to be a difficult year not only for the City of Berwyn, but at a global level. The COVID-19 epidemic brought many challenges (including financial) that continued into 2021. By building and maintaining a strong General Fund Balance, the City was able to absorb the loss of revenues due to the pandemic without sacrificing essential services. We are encouraged to be the recipient of federal relief funds from the CARES and American Rescue Plan (ARP) acts. These programs have provided the City with resources needed to replenish lost revenues along with funding future capital projects including water main replacements for both Ogden Ave and Cermak Road.

Having started my term inheriting many financial issues, I am happy to say that in addition to exceeding our liquidity goals with a solid Fund Balance, we have also as of January 2022, **fully funded** the Police and Fire pensions. We have done this well in advance of the 2040 deadline required by state law.

Finally, this budget reinforces Berwyn's historic balance between neighborhood issues and responsible economic development. Our strategic economic development efforts will continue to invigorate our neighborhoods and commercial corridors elevating Berwyn's notoriety as a premier community to shop, dine, and raise a family.

Please join me in supporting these initiatives by voting in favor of this proposed budget.

Respectfully,



Robert J. Lovero  
Mayor

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Budgetary Structure**

**Funding of Operations**

For 2021, the City passed a deficit budget for the General Fund expecting that there would still be a residual financial impact from the COVID 19 global pandemic. The actual results have become more favorable than expected to where a slight surplus is projected.

For 2022's budget, the City has conservatively presented a balance budget for the General Fund where revenues are slightly higher than expenses by \$26,000.

The City remains committed to keeping a balanced General Fund budget without significantly increasing property taxes. This allows the City to maintain a strong fund balance and insure stability that is necessary to support crucial City services that are the backbone of any strong community such as police, fire and public works.

**Maintaining Required Reserve Levels**

Per the City's Fund Balance Policy, the General and Library Funds are to maintain an unassigned fund balance (an amount that is not earmarked for any specific purpose) that is at least 16% of the following year's expenditure budget. For 2021, the General Fund is expected to remain strong and exceed the 16% statutory reserve requirement. The projected ending fund balance of \$11.7 million represents about 21% of the 2022 General Fund expenditure budget.

The estimated 2021 Library Fund balance of \$1.7 million remains strong at 45% of the 2022 budgeted expenditures.

The main objective of the 16% fund balance requirement is to allow the City and Library to operate for the first two months of the year while waiting for the first installment of property taxes to be received in March. This would allow the City to meet its financial obligations without enacting short-term borrowing to cover costs prior to the receipt of property taxes.

As a result of the General Fund maintaining its fund balance at favorable levels, the City continues its focus on exploring new ways to grow fund balance despite the various challenges it faces with existing revenue streams and expenditure commitments. In addition, the City also strives to reduce its current debt burden and minimize future interest costs.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Budgetary Structure**

For the City to remain strong financially, responsible fiscal decision-making remains critical to allow for effective funding of operations and long-term obligations including pensions.

While continuing to make significant financial progress, the City will continue to diligently build a foundation for fiscal stability without forfeiting critical functions such as public safety and public works.



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Description of Budget Process**

The City uses the following procedures in establishing the budget.

- The Mayor submits to the City Council Members a proposed operating budget for the fiscal year commencing on January 1. The operating budget includes proposed expenditures and the means of financing them.
- Public Hearings are conducted by the City to obtain taxpayer comments.
- Subsequently, the budget is legally enacted through the passage of an ordinance.
- Formal budgetary control is at the department level in the general fund or fund level for all other funds.
- Budgetary authority lapses at year end.
- State law requires that “expenditures be made in conformity with the budget.” Transfers between line items in cost centers may be made by administrative action. Any amount to be transferred between cost centers would require Council approval
- Budgeted amounts are originally adopted, with the exceptions of Council approved budget amendments which are reflected in the financial statements.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Community Profile**

Berwyn, “The City of Homes” and a Centennial City, was incorporated June 6, 1908. Back then, Berwyn’s population was approximately 5,000 and the community was established from a settlement called LaVergne on the south side and a portion of Oak Park on the north. It was mainly farmland with few roads and much unoccupied land between the first homes being built.

During the 1920’s and 1930’s, the time of Berwyn’s largest residential development, many solid brick bungalows were built. That housing stock, along with the variety of homes built through the 1940’s, established Berwyn’s reputation as a stable, family-oriented community. According to the US Census Bureau, the City’s population as of 2019 is estimated to be 55,407 and Berwyn proudly boasts the largest collection of Chicago-style bungalows in the nation, as well as a substantial stock of multi-family apartment buildings and condominiums.

Location is one of Berwyn’s greatest assets. It is less than ten miles west of Chicago’s main business district, the “Loop,” and is situated between two major expressways, the Eisenhower (I-290) to the north and the Stevenson (I-55) to the south. Berwynites have the convenience of railroad and bus transportation to Chicago and all its surrounding suburbs. METRA commuter railroad trains run directly through the heart of Berwyn’s “Depot District,” and the suburban PACE bus system serves all the main streets of the City. Residents and visitors find it easy to drive to and from the Chicago area’s two main airports, O’Hare Field and Midway.

Berwyn takes great pride in the cultural diversity of its residents. A large numbers of Czechs and Slovaks were part of the original settlers of the City, along with many Italians, Greeks, Poles, Yugoslavians, and Ukrainians. In more recent years, many people of Latino, African, and Asian decent have settled in the City. Berwyn values its proud reputation as a residential community of working-class families. It is composed mainly of hardworking families merged with young professionals and individuals who practice a variety of religions and lifestyles.

The City has thriving business districts featuring retail, dining, and service-oriented businesses. Loyola University Medical Center, formerly known as MacNeal Hospital, and Turano Baking Company are two of the largest employers, along with Berwyn’s municipal government.

Schools, churches, parks and recreation are all-important in Berwyn. The public school system consists of elementary school districts #98 and #100 and Morton High School District #201, along with Morton Community College located in neighboring Cicero. Those schools are complemented by two parochial schools, St. Odilo and St. Leonard, which serve students from kindergarten through eighth grade.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Community Profile**

More than one dozen public parks and community centers afford a wide variety of recreational opportunities. The Berwyn Park District and the North Berwyn Park District, along with the Berwyn Recreation Department, a department of the City, provide recreation programs that include all categories of sports for all ages as well as a swimming pool, a multitude of playgrounds, tennis courts, picnic / play areas, and well-maintained green spaces throughout the City.

Berwyn is home to many community service organizations that meet the needs of all residents. Many of these non-profit organizations receive funding through a Community Development Block Grant (CDBG). Berwyn operates the CDBG as a fund separate from city government and several employees oversee its administration. The Berwyn Development Corporation (BDC) is a 501(c)3 corporation established to work closely with the City to assist in administering the tax increment financing districts (TIF districts) to benefit businesses and residents and improve the City's economic status. The BDC also serves as a chamber of commerce for the City and operates a variety of programs that benefit residents and businesses alike.

Public safety is a top priority in Berwyn, and the City has a thriving police department and three very active fire stations. The City boasts a regular, full-time fire department with more than 80 employees. The police department is well-staffed with more than 100 sworn police officers, as well as an auxiliary police department and an active group of citizen volunteers.

The Berwyn Health Department operates independently of the City as part of the Berwyn Township and serves the entire Berwyn area to meet the public health needs of the community. The City of Berwyn's full-time Public Works Department fulfills the responsibilities of maintaining the City's streets and infrastructure and operates the water and sewer utilities as an enterprise fund. Other utilities that serve the City's residents, such as garbage collection, are operated privately under city contracts.

Berwyn's city hall is located at 6700 W. 26<sup>th</sup> St., Berwyn, IL 60402. The main phone line is (708) 788-2660. Berwyn's city government consists of the mayor, city clerk, city treasurer, eight aldermen, and a city administrator, all of whom preside over the city departments that serve the needs of everyone who lives, works, or visits Berwyn.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Description of City Funds and Accounting Structure**

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The City's fiscal year is the calendar year. As required by Illinois Statutes, budgets are adopted for the City's funds, which are classified and defined as follows:

The City has established the General Fund and the Debt Service Fund as the major funds for the purpose of financial reporting. The General Fund is always established as a major fund. The determination of other major funds is made by the following calculation: If assets, liabilities, revenues, or expenditures in any specific fund account for 10% or more of the total assets, liabilities, revenues, or expenditures in all governmental funds, then these funds are considered major.

**Governmental Fund Types**

These are the funds through which most of the functions of the City are financed. These funds are budgeted on a modified accrual basis of accounting. The focus of the modified accrual basis of accounting is on available spendable resources; that is, the flow of resources into and out of the organization in providing services. The reported fund balance of the City represents a measure of these resources. Under the modified accrual basis of accounting, revenues are recognized when measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long term debt, are recorded when the liability is incurred, if measurable. Following are the City's governmental funds:

**General Fund –**

The General Fund is the primary operating fund of the City. It is used to account for all financial resources, except those required to be presented in another fund. The General Fund encompasses all of the primary functions for the City including: general government, police, fire, public works, economic development, senior services and culture and recreation.

**Special Revenue Funds –**

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are designated or legally restricted to expenditure for specified purposes. Special revenue funds utilized by the City include the following:

Library Fund – Used to account for all resources and expenditures related to the Berwyn Public Library.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Description of City Funds and Accounting Structure**

Motor Fuel Tax Fund – Used to account for the operation of street maintenance programs and capital projects as authorized by the Illinois Department of Transportation. Financing is provided from the City’s share of gasoline taxes.

Harlem, Roosevelt, South Berwyn, and Ridgeland Tax Increment Financing (TIF) Funds – Used to account for economic development and other projects within the boundaries of each tax increment district. The use of these funds is restricted by the project plan and for the repayment of principal and interest incurred for these projects.

CDBG Fund – This fund is used to account for the revenues and expenditures incurred under the City’s Community Development Block Grant (CDBG) program.

Foreign Fire Fund - This fund accounts for the proceeds and spending of the foreign fire insurance tax.

Other special revenue funds that appear in the City’s audited financial statements but are not budgeted are the Grants Fund, Emergency 911 Fund, and the Asset Forfeiture Funds.

**Debt Service Fund –**

The Debt Service Fund is used to account for the repayment of principal and interest on long-term obligations. Expenditures are financed through the annual property tax levy.

**Berwyn Municipal Securitization Corporation (BMSC)-**

The BMSC Fund was established as a result of the 2019 Securitization Bond Issue. The fund’s operation involves accounting for receipts and disbursements pertaining to State Income, Local Use, Sales, and Home Rule tax receipts in addition to the required related Bond payments.

**Public Safety Pension Funding (PSPF)-**

This PSPF Fund was also established as a result of the 2019 Securitization Bond Issue. The fund’s operation involves accounting for receipts and disbursements pertaining to the Police and Fire Pension Funds including the amortization of the pension bond proceeds.

**Capital Projects Funds –**

Capital Projects Funds are used to account for financial resources to be used for the acquisition of equipment, construction of major capital facilities or other long term projects, not reported in the enterprise fund or the TIF funds.



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Description of City Funds and Accounting Structure**

**Proprietary Fund Types**

These fund types are used to account for activities funded primarily through user charges. The basis of accounting used for budgeting these funds is accrual basis, with the exception of depreciation which has not been budgeted for. The focus of accrual accounting is mainly upon the determination of net income and the maintenance of capital. Therefore, included within these funds are all assets and liabilities associated with the fund's operations. Revenues are recognized under the accrual basis of accounting when earned and expenses are recorded as soon as they result in liabilities for benefits received, notwithstanding that the receipt or payment of cash may take place in another accounting period. For budgetary control purposes, the City also appropriates the capital expenditures for the proprietary funds. The City prepares budgets for the following proprietary fund types:

**Enterprise Funds –**

Enterprise funds are used to account for services that are financed and operated in a manner similar to a private business. The intention is for user fees to cover the cost of providing services, including depreciation. The City operates the Utility Fund and the Parking Garage Fund as Enterprise funds.

Utility Fund – The Utility Fund is used to account for all costs of providing water, sewer and garbage service to the residents and businesses within the City of Berwyn. This fund is supported solely by user charges for these services.

Parking Garage Fund – The Parking Garage Fund is used to account for all costs of operating the municipal parking garage in the Depot TIF district. This fund is supported by user charges for parking in the garage.

**Internal Service Funds –**

Internal service funds are used to account for the financing of goods or services provided by one department to other departments of the City.

Insurance Fund – The Insurance Fund is used to account for all costs of providing workmen's compensation, general liability, and property coverage for all of the City's employees and its equipment. The Insurance Fund then charges a fee to all of the other departments of the City based on claims history or other allocation method.

**City of Berwyn  
Budget Summary - All Funds  
2022 Budget**

Fund	Special Revenue Funds								
	General Fund	Library Fund	Community Development Fund	Foreign Fire Tax Fund	Motor Fuel Tax Fund	S. Berwyn TIF Fund	Ridgeland TIF Fund	Harlem TIF Fund	Roosevelt TIF Fund
<u>2022 Budget</u>									
Revenues									
Taxes	\$ 26,547,131	\$ 3,392,808	\$ -	\$ 56,240	\$ -	\$ 1,124,507	\$ -	\$ 1,591,350	\$ 737,607
Licenses and Permits	3,510,000	-	-	-	-	-	-	-	-
Charges for Services	3,639,043	-	-	-	-	-	-	-	-
Fines	4,470,000	2,000	-	-	-	-	-	-	-
Intergovernmental Revenues	1,701,954	139,000	3,474,168	-	2,744,639	-	-	-	-
Miscellaneous Revenues	916,955	3,000	-	-	-	-	-	-	-
Other Financing Sources	16,190,518	-	-	-	-	-	-	-	-
Total Revenues	<u>56,975,601</u>	<u>3,536,808</u>	<u>3,474,168</u>	<u>56,240</u>	<u>2,744,639</u>	<u>1,124,507</u>	<u>-</u>	<u>1,591,350</u>	<u>737,607</u>
Expenditures									
General Government	\$ 5,797,158	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	41,461,502	-	-	56,240	-	-	-	-	-
Public Works	7,237,570	-	-	-	2,735,000	-	-	-	-
Economic Development	132,347	-	-	-	-	523,369	-	1,418,187	737,606
Culture and Recreation	2,321,081	3,774,336	3,473,973	-	-	-	-	-	-
Garbage	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	650,200	-	173,163	-
Water and Sewer	-	-	-	-	-	-	-	-	-
Municipal Garage	-	-	-	-	-	-	-	-	-
Claims expense	-	-	-	-	-	-	-	-	-
Other Financing Uses	-	-	-	-	-	-	-	-	-
Total Expenditures	<u>56,949,658</u>	<u>3,774,336</u>	<u>3,473,973</u>	<u>56,240</u>	<u>2,735,000</u>	<u>1,173,569</u>	<u>-</u>	<u>1,591,350</u>	<u>737,606</u>
Surplus / (Deficit)	<u>25,943</u>	<u>(237,528)</u>	<u>195</u>	<u>-</u>	<u>9,639</u>	<u>(49,062)</u>	<u>-</u>	<u>-</u>	<u>1</u>
Projected Beginning Fund Balance	<u>11,820,969</u>	<u>1,694,303</u>	<u>55</u>	<u>61,076</u>	<u>3,819,719</u>	<u>7,562,116</u>	<u>46,057</u>	<u>1,752,595</u>	<u>297,239</u>
Estimated Ending Fund Balance	<u>\$ 11,846,912</u>	<u>\$ 1,456,775</u>	<u>\$ 250</u>	<u>\$ 61,076</u>	<u>\$ 3,829,358</u>	<u>\$ 7,513,054</u>	<u>\$ 46,057</u>	<u>\$ 1,752,595</u>	<u>\$ 297,240</u>

**City of Berwyn  
Budget Summary - All Funds  
2022 Budget**

Fund	Capital Projects Fund	ARP Fund	Debt Service Fund	BMSC Fund	Public Safety Pension Fund	Utilities Fund	Parking Garage Fund	Internal Service Fund	Total All Funds
<u>2022 Budget</u>									
<b>Revenues</b>									
Taxes	\$ -	\$ -	\$ 8,603,161	\$ 20,750,000	\$ 3,013,761	\$ -	\$ -	\$ -	\$ 65,816,565
Licenses and Permits	-	-	-	-	-	-	25,000	-	3,535,000
Charges for Services	-	-	-	-	-	19,610,986	31,000	2,129,807	25,410,836
Fines	-	-	-	-	-	900,000	-	-	5,372,000
Intergovernmental Revenues	-	15,950,000	-	-	-	-	-	-	24,009,761
Miscellaneous Revenues	-	10,000	-	200	-	30,464	-	-	960,619
Other Financing Sources	280,000	-	16,916,278	-	83,942,444	-	-	-	117,329,240
<b>Total Revenues</b>	<u>280,000</u>	<u>15,960,000</u>	<u>25,519,439</u>	<u>20,750,200</u>	<u>86,956,205</u>	<u>20,541,450</u>	<u>56,000</u>	<u>2,129,807</u>	<u>242,434,021</u>
<b>Expenditures</b>									
General Government	\$ -	\$ 1,525,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,322,158
Public Safety	230,000	5,386,671	-	-	80,237,461	-	-	-	127,371,874
Public Works	150,000	24,802,000	-	-	-	-	-	-	34,924,570
Economic Development	-	-	-	-	-	-	-	-	2,811,509
Culture and Recreation	100,000	-	-	-	-	-	-	-	9,669,390
Garbage	-	-	-	-	-	5,061,256	-	-	5,061,256
Debt Service	-	-	26,960,633	4,462,342	-	338,788	-	-	32,585,126
Water and Sewer	-	-	-	-	-	14,706,707	-	-	14,706,707
Municipal Garage	-	-	-	-	-	-	46,802	-	46,802
Claims expense	-	-	-	-	-	-	-	2,129,807	2,129,807
Other Financing Uses	-	-	-	18,292,541	-	-	-	-	18,292,541
<b>Total Expenditures</b>	<u>480,000</u>	<u>31,713,671</u>	<u>26,960,633</u>	<u>22,754,883</u>	<u>80,237,461</u>	<u>20,106,751</u>	<u>46,802</u>	<u>2,129,807</u>	<u>254,921,740</u>
Surplus / (Deficit)	<u>(200,000)</u>	<u>(15,753,671)</u>	<u>(1,441,194)</u>	<u>(2,004,683)</u>	<u>6,718,744</u>	<u>434,699</u>	<u>9,198</u>	<u>-</u>	<u>(12,487,719)</u>
Projected Beginning Fund Balance	<u>202,139</u>	<u>15,764,699</u>	<u>(43,781,480)</u>	<u>81,923,717</u>	<u>(28,190,036)</u>	<u>11,518,549</u>	<u>9,522,331</u>	<u>272,374</u>	<u>74,286,422</u>
Estimated Ending Fund Balance	<u>\$ 2,139</u>	<u>\$ 11,028</u>	<u>\$ (45,222,674)</u>	<u>\$ 79,919,034</u>	<u>\$ (21,471,292)</u>	<u>\$ 11,953,248</u>	<u>\$ 9,531,529</u>	<u>\$ 272,374</u>	<u>\$ 61,798,703</u>

**City of Berwyn  
General Fund Summary  
2022 Budget**

	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change	
						Amount	Percent
<b>Revenues</b>							
Taxes	\$ 25,726,365	\$ 25,229,787	\$ 25,525,499	\$ 25,665,630	\$ 26,547,131	\$ 881,501	3%
Licenses and Permits	3,665,588	3,184,960	3,121,740	3,707,000	3,510,000	(197,000)	-5%
Charges for Services	2,627,777	2,335,321	2,947,690	2,053,013	3,141,013	1,088,000	53%
Fines	5,519,621	3,917,308	4,168,400	5,055,000	4,470,000	(585,000)	-12%
Intergovernmental Revenues	126,548	129,726	33,000	120,000	140,000	20,000	17%
Miscellaneous Revenues	3,021,189	3,503,798	2,301,412	3,536,726	2,969,439	(567,287)	-16%
Other Financing Sources	9,876,117	13,333,412	16,181,829	13,152,802	16,198,018	3,045,216	23%
<b>TOTAL REVENUES</b>	<b>50,563,205</b>	<b>51,634,312</b>	<b>54,279,570</b>	<b>53,290,171</b>	<b>56,975,601</b>	<b>3,685,430</b>	<b>7%</b>
<b>Expenditures</b>							
Mayor	\$ 160,783	\$ 160,694	\$ 160,841	\$ 163,355	\$ 170,274	\$ 6,919	4%
City Administrator	488,622	480,831	611,455	528,485	739,105	210,620	40%
Clerk	144,332	166,397	141,859	185,161	151,040	(34,121)	-18%
Treasurer	49,375	48,949	27,969	52,403	52,955	552	1%
Council	276,453	276,512	272,917	292,468	253,379	(39,089)	-13%
Legal	730,273	843,776	833,882	1,010,969	1,026,603	15,634	2%
Finance	1,622,083	1,477,025	1,401,497	1,515,798	1,675,764	159,966	11%
Information Technology	1,313,100	1,401,432	1,581,754	1,337,707	1,585,931	248,224	19%
Statutory	430,862	87,660	136,580	120,686	142,107	21,421	18%
Fire	11,812,132	13,035,547	13,353,857	12,925,429	13,643,680	718,251	6%
Police	23,359,611	26,649,812	26,762,759	26,583,052	27,733,768	1,150,716	4%
Fire and Police Commission	89,591	78,174	122,382	78,555	84,054	5,499	7%
Building / Neighborhood Affairs	1,702,477	1,729,111	1,822,213	1,862,118	1,881,811	19,693	1%
Public Works	3,948,660	4,195,210	4,518,660	4,804,428	5,355,759	551,331	11%
Zoning	6,907	7,029	6,847	15,847	15,847	-	0%
Committee and Planning	177,763	71,892	211,000	206,000	116,500	(89,500)	-43%
Recreation	1,562,002	987,192	1,510,155	1,405,258	1,691,055	285,797	20%
Community Relations	5,383	5,383	575	5,383	5,383	-	0%
Senior Services	488,289	495,177	588,838	561,996	624,643	62,647	11%
Transfer to other funds	2,100,000	199,035	-	-	-	-	-
<b>Total General Fund Expenditures</b>	<b>50,468,698</b>	<b>52,396,838</b>	<b>54,066,040</b>	<b>53,655,098</b>	<b>56,949,658</b>	<b>3,294,560</b>	<b>6%</b>
Revenues less Expenditures	94,507	(762,526)	213,530	(364,927)	25,943	390,870	
Fund Balance Beginning (As Restated)	12,275,458	12,369,965	11,607,439	11,607,439	11,820,969		
Projected Ending Fund Balance	\$ 12,369,965	\$ 11,607,439	\$ 11,820,969	\$ 11,242,512	\$ 11,846,912		

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Revenue Streams**

The City relies on a variety of revenue streams to fund services. Many of these revenues are subject to economic fluctuations.

**Property taxes –**

Property taxes are levied upon all City property owners at a calculated rate per \$1,000 of assessed property valuation on both real and personal property. The tax levy is established by the City by December 31 each year to be collected the year after. Property taxes are collected by the County in two installments, the first in March and the second as early as August and as late as November. The first collection installment is 55% of the previous year’s tax bills. The second installment bills are based on the previous December’s levy. The chart below summarizes the General Fund’s reliance on property taxes.

<b>Summary of General Fund Property Taxes</b>				
<b>Revenue Year</b>	<b>2020</b>		<b>Projected</b>	
<b>Levy Year</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Budgeted</b>
<b>Levy Year</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
Property Taxes	\$ 19,421,749	\$ 19,157,819	\$ 19,157,819	\$ 20,022,181
Total Revenues	51,634,313	54,279,570	54,279,570	56,975,601
% of total	38%	35%	35%	35%



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Revenue Streams**

The General Fund receives only a portion of the total property taxes levied in the City. The chart on below shows the components of the total tax levy for the last two years. All information was taken from the levy ordinances net of abatements. Note, property taxes for the Police and Fire Fund are presented in the Public Safety Fund.

Revenue Year Levy Year	Composition of Property Taxes	
	2021 2020	2022 2021
Corporate-General Fund	\$ 19,579,680	\$ 20,022,181
Fire Pension	1,444,753	1,444,753
Police Pension	1,569,008	1,569,008
Library	3,392,808	3,392,808
Bond and Interest	8,103,161	8,603,161
Total Levy	\$ 34,089,410	\$ 35,031,911

The City also receives revenue from other types of taxes. The amounts of these taxes and the process by which they are accrued and received by the City are described below.

**State Income/Local Use Taxes**

Income tax is a state shared tax that is distributed on a per capita basis and is based on the average income statewide. This revenue account fluctuates annually depending on economic conditions. Use Tax is a sales tax due to purchasers that were not charged by sellers when the items were initially bought.

**1% State Sales and Home Rule Sales Taxes –**

The City receives two types of sales taxes, one from the state and another from a sales tax imposed through the City’s home-rule status. The state sales tax is 1% and the home rule sales tax is 1.75%.

**Municipal Utility Taxes –**

Electric, telephone and natural gas taxes are all classified as utility taxes. These taxes are billed on utility bills as a percentage of the total bill. Local utilities then remit these amounts to the City.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Revenue Streams**

**Real Estate Transfer –**

Real Estate Transfer fees are accrued based on the sale price of property and remitted to the City. This tax is currently levied at 1% of sale price.

**All Other Taxes –**

This revenue type encompasses taxes on liquor sales, gasoline sales, video taxes, and miscellaneous taxes.

The following chart summarizes tax revenue for 2020 through 2022. Amounts for 2020 are actual, 2021 amounts are projected based on transactions recorded thus far. The 2022 budget is based on 2021 projections, past years' trends, information provided by the Illinois Municipal League, and sales tax data received from the Illinois Department of Revenue.

<b>Summary of Other Tax Revenue</b>			
Revenue Year	2020	Projected 2021	Budgeted 2022
State Income	6,239,091	7,667,702	7,250,000
Local Use	2,529,919	1,715,323	2,100,000
1% State Sales	4,392,484	5,138,721	5,400,000
Home Rule Sales	4,570,878	6,180,781	6,000,000
Municipal Utility	2,739,274	2,800,000	2,900,000
Real Estate Transfer	2,138,624	2,225,000	2,200,000
All other	940,427	1,042,780	1,425,150
<b>Total Other Taxes</b>	<b><u>\$ 23,550,697</u></b>	<b><u>\$ 26,770,307</u></b>	<b><u>\$ 27,275,150</u></b>
<b>Total General Fund/BMSC Funds Revenues</b>	<b>\$ 56,404,913</b>	<b>\$ 58,834,468</b>	<b>\$ 61,535,283</b>
<b>Other taxes as a % of Total Revenues</b>	<b>42%</b>	<b>46%</b>	<b>44%</b>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Revenue Streams**

Beginning with the 2021 budget document, the following revenues are now being received through the newly established Berwyn Municipal Securitization Corporation.

State Income Tax  
1% Sales Tax

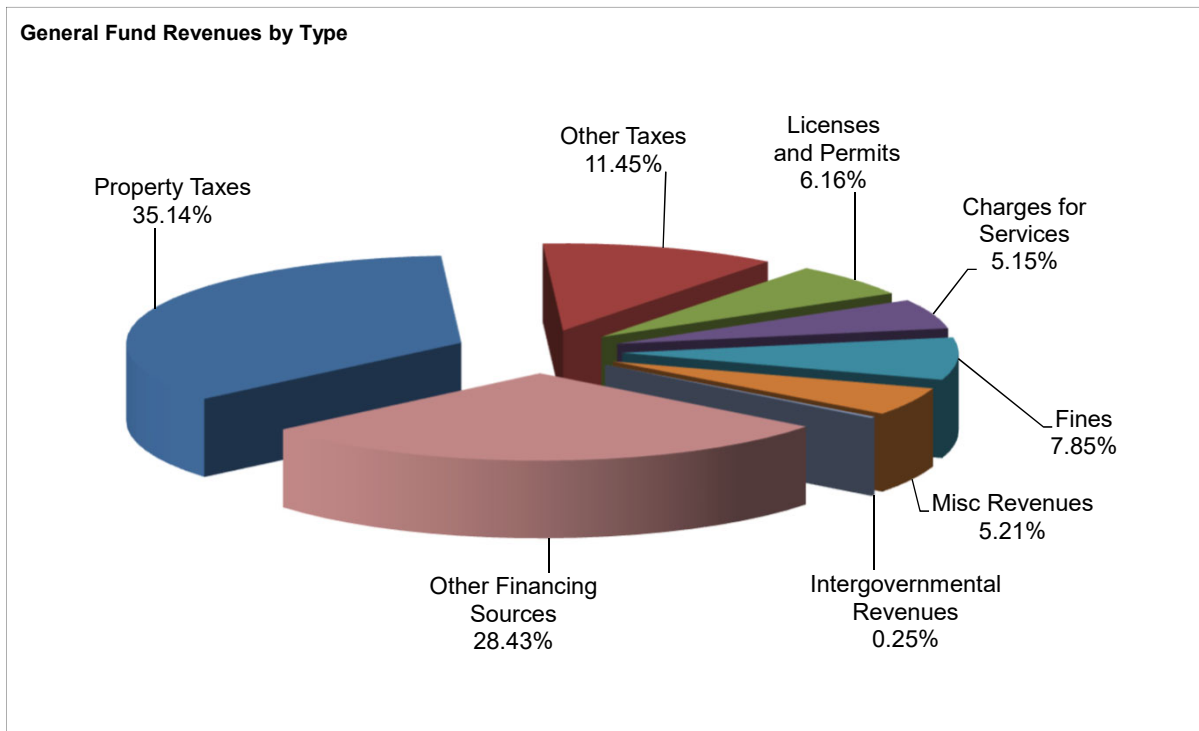
Local Use Tax  
Home Rule Sales Tax

As explained further in the narrative, the Berwyn Securitization Corporation (BMSC) was created primarily as a result of the 2019 Police and Fire pension fund bond issue. For comparative purposes, revenues from both the General Fund and BMSC Fund are presented.

The following pages show the details of the 2022 budgeted revenue lines in the General Fund.

**City of Berwyn  
Summary of General Fund Revenues  
2022 Budget**

Revenue	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change	
						Amount	Percent
Property Taxes	\$ 19,222,973	\$ 19,421,749	\$ 19,157,819	\$ 19,579,680	\$20,022,181	\$ 442,501	2%
Other Taxes	6,503,392	5,808,038	6,367,680	6,085,950	6,524,950	439,000	7%
Licenses and Permits	3,665,588	3,184,960	3,121,740	3,707,000	3,510,000	(197,000)	-5%
Charges for Services	2,627,777	2,335,321	2,947,690	2,053,013	3,141,013	1,088,000	53%
Fines	5,519,621	3,917,308	4,168,400	5,055,000	4,470,000	(585,000)	-12%
Miscellaneous Revenues	3,021,189	3,503,798	2,301,412	3,536,726	2,969,439	(567,287)	-16%
Intergovernmental Revenues	126,548	129,726	33,000	120,000	140,000	20,000	17%
Other Financing Sources	<u>9,876,117</u>	<u>13,333,412</u>	<u>16,181,829</u>	<u>13,152,802</u>	<u>16,198,018</u>	<u>3,045,216</u>	23%
<b>Total General Fund Revenues</b>	<b>\$ 50,563,205</b>	<b>\$ 51,634,312</b>	<b>\$ 54,279,570</b>	<b>\$ 53,290,171</b>	<b>\$ 56,975,601</b>	<b>\$ 3,685,430</b>	<b>7%</b>



**City of Berwyn  
General Fund Revenues  
2022 Budget**

Account Number	Revenue	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change Amount	Percent
<b>Taxes</b>								
100-4000	Taxes - Property Corporate	\$ 19,222,973	\$ 19,421,749	\$ 19,157,819	\$ 19,579,680	\$ 20,022,181	\$ 442,501	2%
100-4005	Taxes - Personal Prp Replacement	275,021	236,515	450,000	240,000	450,000	210,000	88%
100-4010	Taxes - State Income/Local use	360,784	39,145	-	-	55,000	55,000	-
100-4015	Taxes - 1% State Sales/(Sales Tax Rebate)	(371,253)	(440,447)	(450,000)	(400,000)	(450,000)	(50,000)	13%
100-4020	Taxes - Home Rule Sales	4,027	119,884	-	-	-	-	-
100-4025	Taxes - Municipal Utility	2,889,681	2,739,274	2,800,000	3,000,000	2,900,000	(100,000)	-3%
100-4030	Taxes - Liquor	183,829	215,219	250,000	200,000	220,000	20,000	10%
100-4035	Taxes - Real Estate Transfer	2,107,324	2,138,624	2,225,000	2,000,000	2,200,000	200,000	10%
100-4040	Taxes - Gasoline	341,869	264,914	290,000	300,000	330,000	30,000	10%
100-4045	Taxes - Parking Lot	4,975	1,200	780	1,200	1,200	-	0%
100-4050	Taxes - Video	3,497	1,375	500	2,100	2,100	-	0%
100-4051	Taxes - Video Gaming	701,777	490,349	800,000	740,000	814,000	74,000	10%
100-4060	Taxes - Miscellaneous	1,861	1,986	1,400	2,650	2,650	-	0%
100-18-4000	Taxes - Property Fire Pension	-	-	-	-	-	-	-
100-20-4000	Taxes - Property Police Pension	-	-	-	-	-	-	-
	<b>Total Taxes</b>	<u>25,726,365</u>	<u>25,229,787</u>	<u>25,525,499</u>	<u>25,665,630</u>	<u>26,547,131</u>	<u>881,501</u>	<u>3%</u>
<b>Licenses &amp; Permits</b>								
100-4100	Vehicle Licenses - Passenger	1,465,012	1,310,835	1,350,000	1,500,000	1,500,000	-	0%
100-4105	Vehicle Licenses - RV	4,081	284	375	4,500	4,500	-	0%
100-4110	Vehicle Licenses - Truck	229,140	215,302	203,000	225,000	225,000	-	0%
100-4115	Vehicle Licenses - other	19,038	13,289	12,000	16,000	16,000	-	0%
100-4120	Permits - Commuter Parking	96,787	63,133	52,000	126,500	104,500	(22,000)	-17%
100-4125	Permits - Municipal Parking	136,043	150,580	116,000	147,000	147,000	-	0%
100-4130	Permits - Electric	375	2,010	415	-	-	-	-
100-4135	Permits - Building	127,595	122,159	137,500	140,000	150,000	10,000	7%
100-4140	Permits - Local Improvement	469,285	366,463	386,550	490,000	400,000	(90,000)	-18%
100-4145	Licenses - Business	622,887	512,656	531,000	625,000	530,000	(95,000)	-15%
100-4150	Licenses - Liquor	217,564	204,822	220,000	250,000	250,000	-	0%
100-4160	Licenses - Pet Tag	11,360	8,855	10,600	13,000	13,000	-	0%
100-4165	Escrow Default & Service Charges	187,091	143,424	34,000	100,000	100,000	-	0%
100-4170	Electric Sign Inspection	18,375	21,648	10,300	10,000	10,000	-	0%
100-4175	Certificate of Compliance	60,955	49,500	58,000	60,000	60,000	-	0%
	<b>Total Licenses &amp; Permits</b>	<u>3,665,588</u>	<u>3,184,960</u>	<u>3,121,740</u>	<u>3,707,000</u>	<u>3,510,000</u>	<u>(197,000)</u>	<u>-5%</u>

**City of Berwyn  
General Fund Revenues  
2022 Budget**

Account Number	Revenue	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change Amount	Percent
<b>Charges for Services</b>								
100-4200	Sale of Gas (from COB pumps)	82,359	42,411	74,000	80,000	88,000	8,000	10%
100-4210	Commuter Parking Meters	30,854	20,347	13,700	20,000	10,000	(10,000)	-50%
100-4240	Recycling Rebate	19,217	10,000	10,000	-	-	-	-
100-4245	Sidewalk Construction	68,260	40,678	66,000	60,000	60,000	-	0%
100-18-4215	Paramedic Collections	1,237,657	1,645,196	2,000,000	1,100,000	2,000,000	900,000	82%
100-18-4299	Other Fees for Service	3,953	80	-	5,112	5,112	-	0%
100-18-4299-09	Other Fees for Service CPR Training Fees	780	-	140	526	526	-	0%
100-20-4299-11	Other Fees for Service Insurance Reports	12,124	4,285	3,100	10,000	10,000	-	0%
100-20-4299-13	Other Fees for Service False Alarm Activation	-	150	-	-	-	-	-
100-20-4299-17	Other Fees for Service Sex Offender Registration	1,380	1,100	1,100	1,500	1,500	-	0%
100-20-4299-19	Other Fees for Service Fingerprinting	2,065	1,240	2,700	2,000	2,000	-	0%
100-20-4299-21	Other Fees for Service Property Room	5,934	5,057	-	10,000	10,000	-	0%
100-20-4299-23	Other Fees for Service Miscellaneous	14,192	22,465	20,000	-	-	-	-
100-24-4285	Inspections	541,740	444,705	450,000	350,000	500,000	150,000	43%
100-4255	Special Event Revenue	-	4,000	-	-	-	-	-
100-30-4255-02	Special Event Revenue National Night Out	1,775	(10,000)	10,000	-	10,000	10,000	-
100-32-4225	Recreation Revenues	(1,432)	(1,495)	-	750	750	-	0%
100-32-4225-01	Recreation Revenues Athletics	86,716	27,912	89,000	60,000	90,000	30,000	50%
100-32-4225-02	Recreation Revenues Adult Programs	24,368	5,220	17,500	15,000	15,000	-	0%
100-32-4225-03	Recreation Revenues Children's Programs	405,556	45,352	163,000	277,500	277,500	-	0%
100-32-4225-04	Recreation Revenues Pool	42,344	-	-	27,750	27,750	-	0%
100-32-4225-05	Recreation Revenues Concessions	-	75	-	-	-	-	-
100-32-4255	Special Event Revenue	580	-	-	-	-	-	-
100-32-4270	Rental Revenue	-	300	150	375	375	-	0%
100-46-4255-03	Special Event Revenue Senior Breakfast	2,473	-	-	1,000	1,000	-	0%
100-46-4299	Other Fees for Service	44,882	26,243	27,300	31,500	31,500	-	0%
	<b>Total Charges for Services</b>	<u>2,627,777</u>	<u>2,335,321</u>	<u>2,947,690</u>	<u>2,053,013</u>	<u>3,141,013</u>	<u>1,088,000</u>	53%
<b>Fines</b>								
100-20-4310	Fees - Towing	-	-	3,000	10,000	5,000	(5,000)	-50%
100-20-4311	Fines - Impound Vehicles	148,150	102,750	105,000	100,000	75,000	(25,000)	-25%
100-20-4315	Fines - Parking Tickets	1,826,722	936,677	1,400,000	1,900,000	1,750,000	(150,000)	-8%
100-20-4320	Fines - Cook County Court	47,538	43,040	30,000	30,000	40,000	10,000	33%
100-20-4325	Fines - Local Ordinance	37,573	25,570	35,000	25,000	25,000	-	0%
100-20-4340	Fines - Compliance Tickets	113,390	71,090	50,000	75,000	50,000	(25,000)	-33%
100-20-4345	Fines - Red Light Photo Enforcement	3,047,863	2,527,014	2,350,000	2,600,000	2,300,000	(300,000)	-12%
100-20-4355-09	Fines - Other Booting	50,908	56,893	20,400	160,000	50,000	(110,000)	-69%
100-20-4355-11	Fines - Other Cannabis Tickets	7,516	225	-	5,000	-	(5,000)	-100%
100-24-4325	Fines - Local Ordinance	239,961	154,199	175,000	150,000	175,000	25,000	17%
100-24-4340	Fines - Compliance Tickets	-	(150)	-	-	-	-	-
100-36-4355	Fines - Other	-	-	-	-	-	-	-
	<b>Total Fines</b>	<u>5,519,621</u>	<u>3,917,308</u>	<u>4,168,400</u>	<u>5,055,000</u>	<u>4,470,000</u>	<u>(585,000)</u>	-12%

**City of Berwyn  
General Fund Revenues  
2022 Budget**

Account Number	Revenue	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change Amount	Percent
<b>Intergovernmental Revenues</b>								
100-4410	State Allotment - Hwy Maint	126,548	129,726	33,000	120,000	140,000	20,000	17%
	<b>Total Intergovernmental Revenues</b>	<u>126,548</u>	<u>129,726</u>	<u>33,000</u>	<u>120,000</u>	<u>140,000</u>	<u>20,000</u>	17%
<b>Other Miscellaneous Revenues</b>								
100-4400	Grant Revenue	-	800,351	98,000	-	-	-	-
100-4690	Interdepartmental Charges	1,233,737	1,276,234	1,312,500	1,312,500	1,312,500	-	0%
100-4800	Interest Income	217,869	65,591	65,000	80,000	88,000	8,000	10%
100-4805	Franchises	406,447	379,102	200,000	400,000	400,000	-	0%
100-4810	Cell Tower Rental	287,441	283,538	120,000	340,000	340,000	-	0%
100-4815	Property Rental	37,700	2,596	3,300	5,000	5,000	-	0%
100-4835	Miscellaneous Revenue	33,433	35,259	18,300	32,000	32,000	-	0%
100-4840	P Card Rebate (Fifth Third Bank Rewards)	21,387	41,679	40,000	40,000	40,000	-	0%
100-04-4250	Reimbursements - Clerk	-	52,252	250	-	-	-	-
100-18-4250	Reimbursements-Fire	16,108	11,158	13,100	500,000	-	(500,000)	-100%
100-18-4265	Sponsorships	118	-	230	-	-	-	-
100-18-4400	Grant Revenue - Fire	10,949	25,733	10,357	14,454	14,454	-	0%
100-18-4800	Interest Income - Fire	271	-	-	255	255	-	0%
100-20-4250	Reimbursements- Police	81,471	87,891	21,610	190,000	190,000	-	0%
100-20-4400	Grant Revenue - Police	296,946	140,190	123,000	235,287	125,000	(110,287)	-47%
100-20-4800	Interest Income - Police	318	-	-	200	200	-	0%
100-20-4850	Contributions - Police	5,540	10,275	220	4,000	4,000	-	0%
100-20-59-4250	Reimbursements- Police	56,882	30,483	33,000	65,000	65,000	-	0%
100-22-4250	Reimbursements- Fire and Police Commission	-	-	-	-	35,000	35,000	-
100-24-4250	Reimbursements- Building	2,162	6,067	6,000	6,000	6,000	-	0%
100-24-4250-01	Reimbursement Buildings	92,519	41,633	61,500	75,000	75,000	-	0%
100-24-4250-02	Reimbursements Elevators	9,350	5,100	12,000	7,500	7,500	-	0%
100-24-4400	Grant Revenue - Bldg	45,262	26,660	-	-	-	-	-
100-26-35-4250	Reimbursements-Public Works-Streets	55,779	68,506	70,000	119,530	119,530	-	0%
100-32-4250	Reimbursements - Recreation	-	-	13,495	-	-	-	-
100-46-4400	Grant Revenue - Senior Services	109,500	109,500	75,000	110,000	110,000	-	0%
100-24-4299-01	Other Fees for service registration fees	-	-	4,550	-	-	-	-
	<b>Total Other Miscellaneous Revenues</b>	<u>3,021,189</u>	<u>3,503,798</u>	<u>2,301,412</u>	<u>3,536,726</u>	<u>2,969,439</u>	<u>(567,287)</u>	-16%
<b>Other Financing Sources</b>								
100-4820	Sale of City Property	9,738	12,231	34,000	7,500	7,500	-	0%
100-4900	Transfer from Other Funds	9,866,379	12,972,058	16,147,829	13,145,302	16,190,518	3,045,216	23%
100-4905	Capital Lease Proceeds	-	349,123	-	-	-	-	-
	<b>Total Other Financing Sources</b>	<u>9,876,117</u>	<u>13,333,412</u>	<u>16,181,829</u>	<u>13,152,802</u>	<u>16,198,018</u>	<u>3,045,216</u>	23%
	<b>Total General Fund Revenues</b>	<u>\$ 50,563,205</u>	<u>\$ 51,634,312</u>	<u>\$ 54,279,570</u>	<u>\$ 53,290,171</u>	<u>\$ 56,975,601</u>	<u>\$ 3,685,430</u>	7%

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Significant Expenditures and Expenses**

The City, like many municipalities, is primarily a service provider. As such the largest component of its expenditures and expenses are for salaries, benefits and related payments. The City has six unions, one non-represented class and elected officials as employees.

Summary of Expenditures/Expenses by Type				
Fiscal Year	2020	Projected 2021	Budgeted 2022	
Salaries	\$ 30,366,519	\$ 31,310,529	\$ 33,538,233	
Benefits	16,281,541	16,590,378	17,409,732	
Capital Projects	881,669	461,793	480,000	
ARP	-	208,209	31,713,671	
Debt Service	12,067,900	10,905,779	26,960,633	
BMSC	19,528,933	22,707,410	22,754,883	
PSPF	2,721,454	2,943,241	80,237,461	
TIFs	2,425,527	2,978,905	3,502,526	
Utility	17,994,819	19,035,296	20,106,751	
Internal Service	2,777,628	1,906,704	2,129,807	
All other	12,341,671	14,074,821	16,088,044	
Total Expenditures	\$ 117,387,661	\$ 123,123,065	\$ 254,921,741	

Note, the large increases for 2022 are attributable to the Police, Fire, and Debt Service bond proceeds of about \$100 million recorded as revenue in the Public Safety and Debt Service Funds but also expensed in the Debt Service and Public Safety Pension Funding Funds. Also, the City has established new fund as of the grant allocation from the American Rescue Plan Fund. The Budgeted expenditures for the fund is \$32 million. The City has received \$16 million from the allocation in 2021 and expects to receive the remaining \$16 million in May 2022.

The net expenditure increases of about \$3.2 million (2.2%) are primarily attributable to increases in salaries upon contractual raises and longevity increases.

As discussed in the Description of City Funds and Accounting Structure section of this report, the City has a number of special revenue funds that are not budgeted. Despite not being budgeted, a fund of note is the Asset Forfeiture Fund.

The Federal and State Asset Forfeiture Funds are a function of the Police Department and revenues are received from the Federal Government for assets seized that were used to commit Federal crimes. Since such revenue streams are unpredictable, budgeted figures are not determined.



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Significant Expenditures and Expenses**

In the previous page's analysis above as well as in the following tables, benefits include all non-base salary and fringe benefit costs. This category includes overtime, health and dental insurance, FICA costs, education reimbursements, stipends for education, or clothing allowances as well as the costs for pension payments.

**General Fund Expenditures**

The breakdown below illustrates that Salaries and Benefits represent the majority of the City's General Fund expenditures.

<b>Summary of Expenditures/Expenses by Type</b>			
<b>Fiscal Year</b>	<b>2020</b>	<b>Projected 2021</b>	<b>Budgeted 2022</b>
Salaries	\$ 27,280,837	\$ 28,321,048	\$ 30,090,092
Benefits	14,403,408	14,744,252	15,371,094
Total Salaries and Benefits	<u>41,684,245</u>	<u>43,065,300</u>	<u>45,461,186</u>
Total Expenditures	<u>\$ 52,396,838</u>	<u>\$ 54,066,040</u>	<u>\$ 56,949,658</u>
Salaries and Benefits as a % of Total	79.55%	79.65%	79.83%

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Significant Expenditures and Expenses**

**Salaries and Benefits**

The following chart summaries the amount of full-time equivalents as budgeted in 2021 and 2022.

<u>Department</u>	<u>2021</u>	<u>2022</u>
Mayor	1.50	1.50
City Administrator	4.00	6.00
City Clerk	3.00	2.00
Treasurer	1.00	1.00
City Council	8.00	8.00
Legal	2.25	2.25
Finance	11.00	13.00
Human Resources	1.00	1.00
Information Technology	8.00	9.00
Fire	82.00	82.00
Police	186.00	197.00
Fire & Police Commission	6.00	6.00
Building/Neighborhood Affairs	16.00	16.50
Streets	27.50	27.75
Zoning	6.00	6.00
Recreation	29.00	41.25
Senior Citizen's Program	8.00	8.50
Community Relations	1.00	1.00
Library	49.00	40.50
Community Development	3.00	3.00
Utilities	21.50	22.75
Asset Forfeiture	2.00	1.00
<b>Total</b>	<b>476.75</b>	<b>497.00</b>

The above chart recognizes each of the 11 elected officials and officials appointed to commission/board positions as 1 full-time equivalent. Additionally, each of the budgeted employees hired by the recreation department to aid in summer activities are calculated as a 0.25 full-time equivalent.

The following three pages summarize cost information for salaries, benefits and total costs for the last several years.

**City of Berwyn  
Summary of Salary Expenses  
2022 Budget**

Function	2018	2019	2020	2021	2021	2022	Requested Budget Change	
	Actual	Actual	Actual	Projected	Budget	Budget	Change Amount	Change Percent
Mayor	\$ 81,202	\$ 81,913	\$ 84,488	\$ 86,245	\$ 84,409	\$ 88,852	\$ 4,443	5%
Administrator	247,662	228,181	236,259	322,798	244,232	378,443	134,211	55%
Clerk	130,552	84,520	79,585	86,010	98,194	83,430	(14,764)	-15%
Treasurer	10,000	10,000	10,000	10,000	10,000	10,000	-	0%
Council	80,001	80,001	80,001	79,693	80,000	80,000	-	0%
Legal	219,214	220,519	231,999	232,082	229,846	240,215	10,369	5%
Finance	638,358	637,649	699,713	718,955	751,488	848,833	97,345	13%
Human Resources	58,289	51,646	9,040	41,449	62,533	48,006	(14,527)	-23%
Information Technology	519,876	523,558	409,146	653,254	501,810	612,082	110,272	22%
<b>Total General Government</b>	<b>1,985,154</b>	<b>1,917,987</b>	<b>1,840,231</b>	<b>2,230,486</b>	<b>2,062,512</b>	<b>2,389,861</b>	<b>327,349</b>	<b>16%</b>
Fire	\$ 7,185,227	\$ 7,521,477	\$ 7,676,604	\$ 7,857,439	\$ 7,936,686	\$ 8,166,252	\$ 229,566	3%
Police	13,311,769	13,668,956	14,841,397	14,898,464	15,053,725	15,637,974	584,249	4%
Fire and Police Commission	20,000	19,558	27,770	30,039	25,000	30,000	5,000	20%
<b>Total Public Safety</b>	<b>20,516,996</b>	<b>21,209,991</b>	<b>22,545,771</b>	<b>22,785,942</b>	<b>23,015,411</b>	<b>23,834,226</b>	<b>818,815</b>	<b>4%</b>
Building / Neighborhood Affairs	\$ 608,754	\$ 608,913	\$ 603,066	\$ 671,727	\$ 678,821	\$ 753,136	\$ 74,315	11%
Streets/Fleet	1,562,956	1,522,296	1,585,729	1,685,515	1,901,390	1,935,803	34,413	2%
<b>Total Public Works</b>	<b>2,171,710</b>	<b>2,131,209</b>	<b>2,188,795</b>	<b>2,357,242</b>	<b>2,580,211</b>	<b>2,688,939</b>	<b>108,728</b>	<b>4%</b>
Zoning	\$ 8,745	\$ 6,360	\$ 6,360	\$ 6,360	\$ 6,360	\$ 6,360	\$ -	0%
<b>Total Economic Development</b>	<b>8,745</b>	<b>6,360</b>	<b>6,360</b>	<b>6,360</b>	<b>6,360</b>	<b>6,360</b>	<b>-</b>	<b>0%</b>
Recreation	\$ 809,706	\$ 759,957	\$ 451,368	\$ 666,977	\$ 637,500	\$ 850,000	\$ 212,500	33%
Senior Citizen's Program	210,585	238,520	243,312	273,849	269,412	315,706	46,294	17%
Community Relations	5,000	5,000	5,000	192	5,000	5,000	-	0%
<b>Total Culture and Recreation</b>	<b>1,025,291</b>	<b>1,003,477</b>	<b>699,680</b>	<b>941,018</b>	<b>911,912</b>	<b>1,170,706</b>	<b>258,794</b>	<b>28%</b>
<b>Total General Fund Salaries</b>	<b>\$ 25,707,896</b>	<b>\$ 26,269,024</b>	<b>\$ 27,280,837</b>	<b>\$ 28,321,048</b>	<b>\$ 28,576,406</b>	<b>\$ 30,090,092</b>	<b>\$ 1,513,686</b>	<b>5%</b>
Berwyn Public Library	\$ 1,441,602	\$ 1,579,342	\$ 1,776,047	\$ 1,696,434	\$ 1,910,053	\$ 1,849,779	(60,274)	-3%
Community Development	156,376	156,798	163,451	166,640	165,867	171,467	5,600	3%
Utilities	1,247,728	1,262,344	1,146,184	1,126,407	1,347,672	1,441,509	93,837	7%
<b>City-Wide Salaries</b>	<b>\$ 28,553,602</b>	<b>\$ 29,267,508</b>	<b>\$ 30,366,519</b>	<b>\$ 31,310,529</b>	<b>\$ 31,999,998</b>	<b>\$ 33,552,847</b>	<b>\$ 1,552,849</b>	<b>5%</b>

**City of Berwyn  
Summary of Benefits and Related Payments  
2022 Budget**

Function	2018 Actual	2019 Actual	2020 Actual	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change Amount	Requested Budget Change Percent
Mayor	\$ 62,732	\$ 70,592	\$ 64,869	\$ 68,240	\$ 66,129	\$ 68,782	\$ 2,653	4%
Administrator	127,386	133,308	164,989	197,590	170,865	247,802	76,937	45%
Clerk	108,978	114,060	36,764	37,583	62,188	39,134	(23,054)	-37%
Treasurer	69,557	37,349	35,357	14,343	36,370	36,975	605	2%
Council	120,220	154,813	168,773	154,870	173,528	134,708	(38,820)	-22%
Legal	69,557	70,505	68,887	70,131	81,856	88,298	6,442	8%
Finance	373,856	376,639	357,958	360,032	370,262	459,812	89,550	24%
Human Resources	34,803	26,068	15,477	20,030	23,025	21,740	(1,285)	-6%
Information Technology	269,572	277,703	296,109	330,559	302,768	366,163	63,395	21%
Statutory	64,760	103,370	(24,043)	17,500	7,000	15,000	8,000	114%
<b>Total General Government</b>	<b>1,301,421</b>	<b>1,364,407</b>	<b>1,185,140</b>	<b>1,270,878</b>	<b>1,293,991</b>	<b>1,478,414</b>	<b>184,423</b>	<b>14%</b>
Fire	\$ 5,014,792	\$ 4,902,585	\$ 3,674,548	\$ 3,557,391	\$ 3,618,349	\$ 3,711,452	\$ 93,103	3%
Police	8,385,177	8,819,934	7,844,264	8,110,329	7,736,022	8,203,543	467,521	6%
Fire and Police Commission	3,619	4,140	4,919	26,576	4,530	5,054	524	12%
<b>Total Public Safety</b>	<b>13,403,588</b>	<b>13,726,659</b>	<b>11,523,731</b>	<b>11,694,296</b>	<b>11,358,901</b>	<b>11,920,049</b>	<b>561,148</b>	<b>5%</b>
Building / Neighborhood Affairs	\$ 457,357	\$ 471,894	\$ 456,272	\$ 435,728	\$ 487,110	\$ 422,657	\$ (64,453)	-13%
Streets/Fleet	985,519	1,041,672	921,422	977,789	1,037,135	1,135,419	98,284	9%
<b>Total Public Works</b>	<b>1,442,876</b>	<b>1,513,566</b>	<b>1,377,694</b>	<b>1,413,517</b>	<b>1,524,245</b>	<b>1,558,076</b>	<b>33,831</b>	<b>2%</b>
Zoning	\$ 3,619	\$ 669	\$ 669	\$ 487	\$ 487	\$ 487	\$ -	0%
<b>Total Economic Development</b>	<b>3,619</b>	<b>669</b>	<b>669</b>	<b>487</b>	<b>487</b>	<b>487</b>	<b>-</b>	<b>0%</b>
Recreation	\$ 291,811	\$ 269,618	\$ 218,218	\$ 246,556	\$ 249,322	\$ 284,883	\$ 35,561	14%
Senior Citizen's Program	98,472	83,933	97,573	118,135	114,478	128,802	14,324	13%
Community Relations	383	383	383	383	383	383	-	0%
<b>Total Culture and Recreation</b>	<b>390,666</b>	<b>353,934</b>	<b>316,174</b>	<b>365,074</b>	<b>364,183</b>	<b>414,068</b>	<b>49,885</b>	<b>14%</b>
<b>Total General Fund Benefits</b>	<b>\$ 16,542,170</b>	<b>\$ 16,959,235</b>	<b>\$ 14,403,408</b>	<b>\$ 14,744,252</b>	<b>\$ 14,541,807</b>	<b>\$ 15,371,094</b>	<b>\$ 829,287</b>	<b>6%</b>
Berwyn Public Library	\$ 800,500	\$ 842,049	\$ 893,113	\$ 847,200	\$ 979,117	\$ 950,941	\$ (28,176)	-3%
Community Development	106,208	106,413	102,594	103,278	106,511	99,050	(7,461)	-7%
Utilities	995,303	1,143,207	882,426	895,648	1,029,780	1,000,541	(29,239)	-3%
<b>City-Wide Benefits</b>	<b>\$ 18,444,181</b>	<b>\$ 19,050,904</b>	<b>\$ 16,281,541</b>	<b>\$ 16,590,378</b>	<b>\$ 16,657,215</b>	<b>\$ 17,421,626</b>	<b>\$ 764,411</b>	<b>5%</b>

**City of Berwyn  
Summary of Total Expenditures/Expenses  
2022 Budget**

Fund	2019 Actual	2020 Actual	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change Amount	Change Percent
General Fund Expenditures	\$ 50,468,698	\$ 52,396,838	\$ 54,066,040	\$ 53,655,098	\$ 56,949,658	\$ 3,294,560	6%
Special Revenue Funds							
Berwyn Public Library	3,701,537	3,503,517	3,396,905	3,939,070	3,774,336	(164,734)	-4%
Community Development	1,231,750	684,613	997,191	2,629,799	3,473,973	844,174	32%
Foreign Fire	56,268	50,055	49,751	52,000	56,240	4,240	8%
Motor Fuel Tax	1,989,621	2,105,503	3,203,950	2,590,900	2,735,000	144,100	6%
Tax Incremental Financing Districts							
S. Berwyn TIF	742,720	1,102,948	1,213,313	1,303,326	1,173,570	(129,756)	-10%
Ridgeland TIF	-	2,025	17,118	50,000	-	(50,000)	-100%
Harlem TIF	1,115,285	788,359	931,199	1,544,999	1,591,350	46,351	3%
Roosevelt TIF	399,245	532,195	817,275	1,106,262	737,606	(368,656)	-33%
Total TIF's	2,257,250	2,425,527	2,978,905	4,004,587	3,502,526	(502,061)	-13%
Capital Projects	90,233	881,669	461,794	445,000	480,000	35,000	8%
American Rescue Plan (ARP)	-	-	208,209	-	31,713,671	31,713,671	-
Debt Service	57,704,768	12,067,900	10,905,779	11,639,351	26,960,633	15,321,282	132%
Berwyn Municipal Securitization (BMSC)	13,025,560	19,528,933	22,707,410	20,054,883	22,754,883	2,700,000	13%
Public Safety Pension Funding (PSPF)	32,739,962	2,721,454	2,943,241	3,013,761	80,237,461	77,223,700	2562%
Utilities	18,646,345	17,994,819	19,035,296	19,547,544	20,106,751	559,207	3%
Parking Garage	269,461	249,205	261,890	55,502	46,802	(8,700)	-16%
Internal Service	1,056,455	2,777,628	1,906,704	2,366,452	2,129,807	(236,645)	-10%
<b>City-Wide Costs</b>	<b><u>\$ 183,237,908</u></b>	<b><u>\$ 117,387,661</u></b>	<b><u>\$ 123,123,065</u></b>	<b><u>\$ 123,993,947</u></b>	<b><u>\$ 254,921,741</u></b>	<b><u>\$ 130,927,794</u></b>	<b>106%</b>

**City of Berwyn  
Summary of General Fund Expenditures  
2022 Budget**

Dept #	Expenditures	2019	2020	2021	2021	2022	Requested Budget Change	
		Balance	Balance	Projected	Budget	Budget	Amount	Percent
<b>General Government</b>								
02	Mayor	\$ 160,783	\$ 160,694	\$ 160,841	\$ 163,355	\$ 170,274	\$ 6,919	4%
03	City Administrator	488,622	480,831	611,455	528,485	739,105	210,620	40%
04	Clerk	144,332	166,397	141,859	185,161	151,040	(34,121)	-18%
06	Treasurer	49,375	48,949	27,969	52,403	52,955	552	1%
08	Council	276,453	276,512	272,917	292,468	253,379	(39,089)	-13%
10	Legal	730,273	843,776	833,882	1,010,969	1,026,603	15,634	2%
12	Finance	1,622,083	1,477,025	1,401,497	1,515,798	1,675,764	159,966	11%
16	Information Technology	1,313,100	1,401,432	1,581,754	1,337,707	1,585,931	248,224	19%
17	Statutory	430,862	87,660	136,580	120,686	142,107	21,421	18%
<b>Public Safety</b>								
18	Fire	11,812,132	13,035,547	13,353,857	12,925,429	13,643,680	718,251	6%
20	Police	23,359,611	26,649,812	26,762,759	26,583,052	27,733,768	1,150,716	4%
22	Fire and Police Commission	89,591	78,174	122,382	78,555	84,054	5,499	7%
<b>Public Works</b>								
24	Building / Neighborhood Affairs	1,702,477	1,729,111	1,822,213	1,862,118	1,881,811	19,693	1%
26	Public Works	3,948,660	4,195,210	4,518,660	4,804,428	5,355,759	551,331	11%
<b>Economic Development</b>								
28	Zoning	6,907	7,029	6,847	15,847	15,847	-	0%
30	Committee and Planning	177,763	71,892	211,000	206,000	116,500	(89,500)	-43%
<b>Culture and Recreation</b>								
32	Recreation	1,562,002	987,192	1,510,155	1,405,258	1,691,055	285,797	20%
34	Community Relations	5,383	5,383	575	5,383	5,383	-	0%
46	Senior Services	488,289	495,177	588,838	561,996	624,643	62,647	11%
<b>Other Financing Uses/Other Dept's</b>								
-	Transfer to other funds	<u>2,100,000</u>	<u>199,035</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total General Fund Expenditures</b>		<b><u>\$ 50,468,698</u></b>	<b><u>\$ 52,396,838</u></b>	<b><u>\$ 54,066,040</u></b>	<b><u>\$ 53,655,098</u></b>	<b><u>\$ 56,949,658</u></b>	<b><u>\$ 3,294,560</u></b>	<b>6%</b>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Office of the Mayor**

**PROGRAM MANAGER:** Mayor




**PROGRAM DESCRIPTION:**

The Mayor is the Chief Executive Officer of the City who is responsible for providing leadership and ensuring all City ordinances, polices and state laws are observed, enforced and current. The Mayor is responsible for appointing all Department Heads, as well as positions to Boards, Commissions and Committees as designated by ordinance. The Mayor presides at the City Council meetings voting only in case of a tie with the power to veto. The Mayor is elected at large to a four-year term of office.

The Mayor is responsible for the operation of the City supported by department heads that report directly to the Mayor. Policy implementation and direction of all department heads is the responsibility of the Mayor. The Mayor prepares the executive budget with the Finance Director and key staff for submittal to the City Council and the Budget Committee.

The Mayor or his designee represents the City at all gatherings where City representation is required. The Mayor also represents the City in Springfield regarding state grants and state policies that may affect the City and is considered the contact for all other elected officers of the Federal, State, County and other local governments including school and park districts. The Mayor represents and advocates on the City's behalf to all organizations and persons that consider issues and policies that would affect the future well-being of the City. The Mayor is responsible for the development of initiatives and policies at the direction of the City Council for the benefit of the City of Berwyn.

**SERVICES:**

-  Represent all residents of the City of Berwyn.
-  Implement a strategic plan for the City of Berwyn.
-  Communicate with the City Council. In collaboration with the City Clerk, the Mayor's office should assure that the agendas for the City Council meetings allow for an efficient progress on the issues important to the City. The Mayor's office should address Aldermanic concerns.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Office of the Mayor**

- ✚ Communicate with other governmental bodies and agencies. The Mayor's office should communicate with Federal, State, County and other municipalities, school districts, park districts and other agencies, as well as opportunities for the mutual benefit and cooperation of all concerned.
- ✚ Provide timely emergency notification to elected officials regarding events that may affect City residents.



City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Mayor  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-02-5000	Mayor - Salaries	\$ 81,913	\$ 84,488	\$ 86,245	\$ 84,409	\$ 88,852	\$ 4,443
100-02-5030	Mayor - Unused Buyback	-	-	-	-	-	-
100-02-5035	Mayor - Benefits	64,643	64,869	68,240	66,129	68,782	2,653
100-02-5200	Mayor - Administrative Expenses	4,358	3,595	1,721	7,500	7,500	-
100-02-5220	Mayor - Training, Dues & Publications	305	1,646	-	-	-	-
100-02-5225	Mayor - Supplies	1,772	985	739	1,000	1,000	-
100-02-5235	Mayor - Postage & Printing	220	41	845	845	845	-
100-02-5290	Mayor - Other General Expenses	5,466	3,242	1,000	1,000	1,000	-
100-02-5625	Mayor - Copier Maintenance	785	160	500	700	700	-
100-02-5625	Mayor - Internal Service Fund	<u>1,321</u>	<u>1,668</u>	<u>1,551</u>	<u>1,772</u>	<u>1,595</u>	<u>(177)</u>
Department Total		<u>\$ 160,783</u>	<u>\$ 160,694</u>	<u>\$ 160,841</u>	<u>\$ 163,355</u>	<u>\$ 170,274</u>	<u>\$ 6,919</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Office of the City Administrator**

**PROGRAM MANAGER:** City Administrator

**PROGRAM DESCRIPTION:** The City Administrator, under the direction of the Mayor, shall be the chief administrator of the City, and shall be responsible to the Mayor for the administration of the affairs of the City and policies adopted by City Council.

The City Administrator may recommend appointments of such assistants, department heads, and employees as are necessary, with such recommendations to be made to the Mayor pursuant to the annual appointment of officers.

The City Administrator shall have the following powers and duties:

1. Assist with agenda items for meetings of the City Council and other official City Boards and Commissions as directed by the Mayor.
2. Recommend to the City Council such measures as, in his or her judgment, he or she deems to be in the best interest of the City.
3. Recommend to the Mayor the discipline, suspension or termination of any and all City employees, except the City Attorney and when otherwise provided by law, and to the extent permitted by law and subject to the City Administrator's discretion and supervision, to delegate to any employee any of these powers with respect to any subordinates of that employee. Pursuant to due process, the Mayor shall retain the final authority regarding the appeal by any employee of all discipline, suspension, or termination actions.
4. Propose to the Mayor and City Council such personnel rules and regulations as the City Administrator deems necessary to manage the personnel of the City.
5. Direct and supervise the activities of all departments (except legal), offices, and agencies of the City, except as otherwise provided by law, and to administer the affairs of the City.
6. Recommend to the City Council the creating, consolidating, and combining of offices, positions, departments or units of the administrative and executive departments of the City.
7. Investigate complaints in relation to matters concerning the administration of the City.
8. Assist the Mayor and Finance Director with the preparation and submittal of a recommended annual budget for City operations to include capital programs and administer the approved budget after adoption.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Office of the City Administrator**

9. Report to the Mayor regarding the administrative activities of the City on a regular basis.
10. Represent the City in its dealings with other governmental agencies and officials, businesses, not-for-profit organizations, residents, and the general public as necessary.
11. Evaluate City projects, programs, agreements and services and make recommendations on modifications and improvements thereto.
12. Perform such other duties as may be required by the Mayor consistent with state statutes and the ordinances of the City.
13. Oversee City Switchboard operation.

City of Berwyn  
2022 Budgeted Expenditures by Department  
City Administration  
12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-03-5000	City Admin - Salaries	\$ 228,181	\$ 236,259	\$ 322,798	\$ 244,232	\$ 378,443	\$ 134,211
100-03-5025	City Admin - Other Stipend	1,100	1,200	1,300	1,200	1,200	-
100-03-5030	City Admin - Sick Day Buy Back	16,368	5,847	6,600	7,937	9,000	1,063
100-03-5035	City Admin - Benefits	147,479	157,942	189,690	161,728	237,602	75,874
100-03-5220	City Admin - Training	15,867	7,276	12,257	10,000	10,000	-
100-03-5225	City Admin - Supplies	4,905	504	-	1,600	1,600	-
100-03-5235	City Admin - Postage & Printing	1,698	2,251	1,760	805	805	-
100-03-5290	City Admin - Other General Expenses	8,432	5,726	14,361	9,500	9,500	-
100-03-5300	City Admin - Professional Services	60,000	55,000	55,000	85,000	85,000	-
100-03-5400	City Admin - Repairs & Maintenance	-	-	-	500	500	-
100-03-5405	City Admin - Copier Maintenance	785	160	128	700	700	-
100-03-5625	City Admin - Internal Service Fund	3,807	5,068	4,623	5,283	4,755	(528)
100-03-5625	City Admin - COVID-19	-	3,598	2,938	-	-	-
Department Total		<u>\$ 488,622</u>	<u>\$ 480,831</u>	<u>\$ 611,455</u>	<u>\$ 528,485</u>	<u>\$ 739,105</u>	<u>\$ 210,620</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Clerk**

**PROGRAM MANAGER:** City Clerk

**PROGRAM DESCRIPTION:**

The City Clerk's office is a statutory office. The City Clerk holds an elected position and is the "Keeper of the Records," the Official Seal of the City and archivist for the City. The Clerk's office is dedicated to meet the requirements and deadlines prescribe by City, State, and Federal law to ensure proper function of government; to keep the official records of the City Council, such as proceedings, resolutions, ordinances, contracts, agreements and all other communications of the City Council. Responsibilities include: records management, local election administration, legal notification to the public, preparation of City Council agendas, preparation and retention of official minutes of the City Council meetings. By Ordinance, the City Clerk serves as the Clerk of Berwyn Township and is a member of the Berwyn Public Health District. The Clerk serves as the Freedom of Information Act (FOIA) Officer for all the city and township departments.

**SERVICES:**

- ✚ Attends and prepares agendas, minutes, maintains records, referrals and correspondence for City Council meetings
- ✚ Prepares and posts all meeting notices for council and committees
- ✚ Ensures publication of all notices and Treasurers Report as prescribed by Law
- ✚ Receives and maintains all sealed bids
- ✚ Maintains and codifies all local ordinances, resolutions
- ✚ Attests, seals and certifies documents for the city
- ✚ Administers and responds to all requests for public documents, records, (FOIA) requests
- ✚ Administers and maintains oaths of office
- ✚ Notary Public, voter registration, assists County Clerk with elections
- ✚ Oversees City records management, retention and destruction.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Clerk**

- ✚ Provides block party, block garage sales applications and coordinates for council approval
- ✚ Files required documents with the State and County
- ✚ Manages Reserved Parking for Handicap Persons with Disability applications and approved locations.

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Clerk  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-04-5000	Clerk - Salaries	\$ 84,520	\$ 79,585	\$ 86,010	\$ 98,194	\$ 83,430	\$ (14,764)
100-04-5010	Clerk - Overtime	457	1,100	728	-	-	-
100-04-5020	Clerk - Other Stipend	257	-	-	1,000	1,000	-
100-04-5035	Clerk - Benefits	38,247	35,664	36,855	61,188	38,134	(23,054)
100-04-5200	Clerk - Administrative Expenses	4,300	90	224	4,500	8,000	3,500
100-04-5220	Clerk - Training, Dues & Publications	4,294	3,530	3,820	2,500	2,500	-
100-04-5225	Clerk - Supplies	875	839	569	1,500	1,500	-
100-04-5235	Clerk - Postage & Printing	526	830	272	750	750	-
100-04-5290	Clerk - Other General Expenses	200	32,573	2,636	2,000	2,000	-
100-04-5405	Clerk - Copier Maintenance	4,348	4,728	6,089	4,500	5,000	500
100-04-5610	Clerk - Codification	4,193	5,716	1,361	3,500	3,500	-
100-04-5615	Clerk - Record Retention	-	245	645	2,500	2,500	-
100-04-5625	Clerk - Internal Service Fund	<u>2,115</u>	<u>1,497</u>	<u>2,650</u>	<u>3,029</u>	<u>2,726</u>	<u>(303)</u>
Department Total		<u>\$ 144,332</u>	<u>\$ 166,397</u>	<u>\$ 141,859</u>	<u>\$ 185,161</u>	<u>\$ 151,040</u>	<u>\$ (34,121)</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Office of the City Treasurer**

**PROGRAM MANAGER:** City Treasurer

**PROGRAM DESCRIPTION:**

The City's Treasurer is elected by City voters and is directly responsible to the people. The Treasurer serves a four year term, concurrent with the Mayor and Aldermen, and also attends Council meetings.

The Treasurer is also responsible for preparation and publication of the City's treasurer's report. This report is compiled in accordance with state statutes and is required to be filed by June 30 of the following year.



City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Treasurer  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-06-5000	Treasurer - Salaries	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
100-06-5035	Treasurer - Benefits	36,053	35,357	14,343	36,370	36,975	605
100-06-5225	Treasurer - Supplies	-	-	-	250	250	-
100-06-5235	Treasurer - Postage & Printing	2,756	3,080	3,080	5,000	5,000	-
100-06-5290	Treasurer - Other General Expenses	150	-	80	250	250	-
100-06-5625	Treasurer - Internal Service Fund	416	512	466	533	480	(53)
Department Total		<u>\$ 49,375</u>	<u>\$ 48,949</u>	<u>\$ 27,969</u>	<u>\$ 52,403</u>	<u>\$ 52,955</u>	<u>\$ 552</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**City Council**

**PROGRAM DESCRIPTION:**

The City Council is the legislative branch of the City government. The City Council meetings and Committee of the Whole meetings are the forums for review and debate of ordinances, resolutions, directives and policies proposed by standing committees, department heads, boards and commissions. The City Council determines the use of tax dollars and other funding sources to meet the needs of the City; holds public hearings to provide citizen input; participates in conferences, forums and meetings of legislative groups and associations; and keeps their constituents informed on City issues through ward meetings, newsletters and/or public forums.

The City Council operates on a committee structure with the following Aldermanic Committees: Administration; Budget, Finance & Revenue; Building & Zoning; Human Relations & Housing; Licensing & Taxation; Outreach; Police & Fire; Public Works, Parking, Trees, Traffic, Streets & Sewers; and a liaison to the Library Board.

In addition to the City Council committees, there are a number of boards and commissions that provide policy input to the City Council and are comprised of volunteer, citizen members. These boards include the Library Board, Fire and Police Commission, Community Relations Commission, 911 Board, Fire and Police Pension Board and Zoning Board of Appeals.

**SERVICES:**

- ✚ Represent all residents of Berwyn as well as their respective wards.
- ✚ Assist constituents with issues and requests relating to City departments and services.
- ✚ Establish the City budget and determine tax levy.
- ✚ Set City-wide short term and long term goals and policies.
- ✚ Provide advice and consent to Mayor for appointments to committees, boards, commissions and department heads.
- ✚ Research in committee and approve ordinances, polices and directives that will enhance the quality of life and improve the City of Berwyn.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**City Council**

- ✚ Approve contracts and major expenses through bidding process.

City of Berwyn  
2022 Budgeted Expenditures by Department  
Council  
12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-08-5000	Council - Salaries	\$ 80,001	\$ 80,001	\$ 79,693	\$ 80,000	\$ 80,000	\$ -
100-08-5035	Council - Benefits	161,598	168,773	154,870	173,528	134,708	(38,820)
100-08-5200-01	Council - Ward 1	4,489	4,340	4,500	4,500	4,500	-
100-08-5200-02	Council - Ward 2	4,500	4,500	4,500	4,500	4,500	-
100-08-5200-03	Council - Ward 3	4,500	3,300	4,500	4,500	4,500	-
100-08-5200-04	Council - Ward 4	4,389	2,368	4,500	4,500	4,500	-
100-08-5200-05	Council - Ward 5	2,025	1,500	4,500	4,500	4,500	-
100-08-5200-06	Council - Ward 6	4,464	4,499	4,500	4,500	4,500	-
100-08-5200-07	Council - Ward 7	3,851	680	4,500	4,500	4,500	-
100-08-5200-08	Council - Ward 8	4,475	3,607	4,500	4,500	4,500	-
100-08-5290	Council - Other General Expenses	-	77	-	250	250	-
100-08-5625	Council - Internal Service Fund	2,161	2,867	2,354	2,690	2,421	(269)
Department Total		<u>\$ 276,453</u>	<u>\$ 276,512</u>	<u>\$ 272,917</u>	<u>\$ 292,468</u>	<u>\$ 253,379</u>	<u>\$ (39,089)</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Legal Department**

**PROGRAM MANAGER:** City Attorney

**PROGRAM DESCRIPTION:**

The Law Department is an executive level department headed by an Illinois licensed attorney appointed by the Mayor and charged with the coordination of the legal business of the City, including all litigation and actions filed on behalf of or against the City. The Legal Department also supervises the drafting of all ordinances, resolutions, deeds, leases, contracts, and other documents required by the City, or when requested to do so by the Mayor or Council. The City Attorney is authorized by ordinance to render opinions as required by the Mayor and Council, perform such other duties as may be assigned by the Mayor or the Council, and supervise the duties of the City's appointed prosecutors, litigation and corporate council.

**SERVICES:**

- ✚ Acts as legal counsel and parliamentarian at meetings of the City Council.
- ✚ Drafts and/or reviews local ordinances and resolutions.
- ✚ Researches and writes legal opinions and memoranda for the Mayor and City Council.
- ✚ Monitors all civil claims, litigation matters, regulatory actions and legal expenditures.
- ✚ Oversees the prosecution of ordinance violations and the administration of the City's adjudication program.
- ✚ Negotiates, drafts, and/or reviews City contracts, leases, and indemnification agreements.
- ✚ Reviews and monitors real estate activity, including issuance of transfer stamps, tax exemption filings, property tax appeals, and the sale, lease or purchase of public property.
- ✚ Insures compliance with federal and state regulations.
- ✚ Provides assistance to other departments as requested.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Legal Department**

- ✚ Coordinates the review of Freedom of Information requests with the Clerk's office.
- ✚ Reviews and recommends changes to departmental policies and procedures.
- ✚ Reviews all real estate foreclosure transfer fees and lien collections.
- ✚ Currently the attorney for the Ethics Commission.

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Legal  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-10-5000	Legal - Salaries	\$ 220,519	\$ 231,999	\$ 232,082	\$ 229,846	\$ 240,215	\$ 10,369
100-10-5030	Legal - Sick Day Buy Back	1,653	1,463	1,737	8,251	8,500	249
100-10-5035	Legal - Benefits	64,234	67,424	68,394	73,605	79,798	6,193
100-10-5110	Legal - Adjudication Program	15,750	16,625	21,373	35,000	35,000	-
100-10-5225	Legal - Supplies	-	800	-	1,000	1,000	-
100-10-5235	Legal - Postage & Printing	9	-	-	500	500	-
100-10-5290	Legal - Other General Expenses	25	146	-	500	500	-
100-10-5300	Legal - Professional Service	419,178	517,745	500,000	650,000	650,000	-
100-10-5405	Legal - Copier Maintenance	-	-	-	500	500	-
100-10-5625	Legal - Internal Service Fund	8,905	7,574	10,296	11,767	10,590	(1,177)
Department Total		<u>\$ 730,273</u>	<u>\$ 843,776</u>	<u>\$ 833,882</u>	<u>\$ 1,010,969</u>	<u>\$ 1,026,603</u>	<u>\$ 15,634</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Finance Department**

**PROGRAM MANAGER:** Finance Director

**PROGRAM DESCRIPTION:**




The Finance Department is responsible for the accounting and financial reporting of all City operations and is entrusted with collecting, depositing, and investing all City funds. This area includes: maintaining all financial records for the City; accounts payable; investment and cash management; coordinating the annual operating and capital budget process for all City operations; and the administration of the City's payroll processes.

The City is audited annually by an external independent accounting firm. The auditors check the City's compliance with accounting standards and reporting along with local, state and federal regulations. Internal controls are reviewed to assure the safeguard of assets and to prevent irregularities. The Finance Department works throughout the year to ensure that the City is in compliance with financial and reporting regulations and ensuring internal controls are maintained.

The Finance Department also encompasses the Collector's Office, which oversees the collection of cash receipts. The goals of the Collector's Office are to continue to provide prompt, efficient and friendly service to all people who come in contact with the office; to provide services in an accurate and professional manner; to provide the Finance Department with information in a timely and accurate manner; to provide quality service to all; to strive for self-improvement in all areas of responsibility. The Collector's Office is also responsible for the issuance of business & contractors licenses, as well as, maintaining and updating all of the files for the permits and fees listed above.

The Benefits Coordinator is responsible for administering the benefit plans for City employees and all related reporting issues.

**SERVICES:**

-  Disbursement of funds to vendors
-  Monitor the City's purchasing policies
-  Processing of payroll checks to all employees



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Finance Department**

- ✚ Verification of employee time in accordance with the City's employee handbook and applicable union contracts.
- ✚ Payment of payroll taxes and preparation of related reports
- ✚ Preparation of financial information to department heads and elected officials.
- ✚ Coordination of the City's budget for submission to City Council
- ✚ Preparation of financial information and schedules for the annual audit
- ✚ Cash management and investment of City funds
- ✚ Cash collection and daily deposits
- ✚ Administration of City's debt program
- ✚ Questions and general assistance for business owners and residents on City fees
- ✚ Tracking of payments received and balances owed for adjudication programs
- ✚ Establishing, monitoring and enforcement of City internal controls over financial processes and reporting
- ✚ Liability and workers compensation risk management and claims review and processing
- ✚ Employee benefit evaluation, insurance review and administration

City of Berwyn  
2022 Budgeted Expenditures by Department  
Finance  
12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-12-5000	Finance - Salaries	\$ 389,629	\$ 401,901	\$ 437,000	\$ 466,218	\$ 508,484	\$ 42,266
100-12-5030	Finance - Sick Day Buy Back	37,677	19,607	16,212	16,023	16,500	477
100-12-5035	Finance - Benefits	150,191	145,314	151,795	155,354	196,892	41,538
100-12-5215	Finance - Telephone	-	-	-	-	-	-
100-12-5220	Finance - Training, Dues, & Publications	6,298	3,038	3,840	5,738	8,000	2,262
100-12-5225	Finance - Supplies	9,035	3,379	2,123	5,943	5,000	(943)
100-12-5235	Finance - Postage & Printing	4,264	7,434	3,094	5,809	6,000	191
100-12-5290	Finance - Other General Expenses	169,860	158,359	102,605	143,922	150,000	6,078
100-12-5300	Finance - Professional Services	329	4,500	5,000	5,000	5,000	-
100-12-5405	Finance - Copier Maintenance	1,654	573	1,500	1,500	1,500	-
100-12-5625	Finance - Internal Service Fund	12,205	16,074	14,831	16,950	15,255	(1,695)
100-12-5800	Finance - Capital Outlay	1,022	-	-	-	-	-
100-12-5895-01	Finance - COVID-19	-	101	-	-	-	-
	<b>Total Finance</b>	<b>782,164</b>	<b>760,280</b>	<b>738,000</b>	<b>822,457</b>	<b>912,631</b>	<b>90,174</b>
100-12-11-5000	Collectors - Salaries	\$ 248,020	\$ 297,812	\$ 281,988	\$ 285,270	\$ 340,349	\$ 55,079
100-12-11-5010	Collectors - Overtime	-	-	-	-	-	-
100-12-11-5025	Collectors - Stipends	1,200	1,200	1,225	1,225	1,225	-
100-12-11-5030	Collectors - Sick Day Buy Back	10,540	6,545	5,631	10,542	10,900	358
100-12-11-5035	Collectors - Benefits	166,166	185,292	185,169	187,118	234,295	47,177
100-12-11-5215	Collectors - Telephone	-	-	-	-	-	-
100-12-11-5220	Collectors - Training, Dues, & Publications	2,402	-	-	1,851	1,900	49
100-12-11-5225	Collectors - Supplies	4,132	5,554	6,135	4,147	3,200	(947)
100-12-11-5235	Collectors - Postage & Printing	23,871	19,072	13,819	18,145	2,400	(15,745)
100-12-11-5290	Collectors - Other General Expenses	910	149	-	2,367	2,000	(367)
100-12-11-5300-03	Collector - Collection Service Fees	221,960	92,348	49,720	-	-	-
100-12-11-5300-04	Collector - Vehicle Registration Service	87,262	73,058	53,719	90,000	90,000	-
100-12-11-5405	Collector - Copier Maintenance	1,073	341	750	750	750	-
100-12-11-5895-01	Collectors - COVID-19	-	72	-	-	-	-
	<b>Total Collectors</b>	<b>767,536</b>	<b>681,443</b>	<b>598,156</b>	<b>601,415</b>	<b>687,019</b>	<b>85,604</b>
100-14-5000	Benefits Coordinator - Salaries	\$ 51,646	\$ 9,040	\$ 41,449	\$ 62,533	\$ 48,006	\$ (14,527)
100-14-5025	Benefits Coordinator - Stipends- Other	1,000	400	1,200	1,200	1,200	-
100-14-5030	Benefits Coordinator - Sick Day Buy Back	-	-	-	-	-	-
100-14-5035	Benefits Coordinator - Benefits	18,354	15,077	18,830	21,825	20,540	(1,285)
100-14-5220	Benefits Coordinator - Training, Dues & Publications	-	-	-	1,000	1,000	-
100-14-5225	Benefits Coordinator - Supplies	627	744	1,543	1,500	1,500	-
100-14-5235	Benefits Coordinator - Postage & Printing	28	9,089	684	1,000	1,000	-
100-14-5290	Benefits Coordinator - Other General Expenses	-	201	-	1,000	1,000	-
100-14-5625	Benefits Coordinator - Internal Service Fund	728	751	1,635	1,868	1,868	-
	<b>Total Benefits Coordinator</b>	<b>72,383</b>	<b>35,302</b>	<b>65,341</b>	<b>91,926</b>	<b>76,114</b>	<b>(15,812)</b>
<b>Department Total</b>		<b>\$ 1,622,083</b>	<b>\$ 1,477,025</b>	<b>\$ 1,401,497</b>	<b>\$ 1,515,798</b>	<b>\$ 1,675,764</b>	<b>\$ 159,966</b>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Department of Information Technology**

**PROGRAM MANAGER:** Information Technology Director

**PROGRAM DESCRIPTION:**



The Department of Information Technology is working to put technology to its highest and best use throughout City government in order to improve the administration of City programs and services.

The mission of the Department of Information Technology is to provide quality information technology (IT) services and solutions to principle users, effectively aligning business and technology objectives through collaboration, in order to provide the most cost-effective solutions that facilitate and improve the conduct of business for our City residents, businesses, visitors and governmental entities.

This department maintains automated data processing systems to serve all City departments. The department is responsible for the integrity of information systems utilized by the Finance, Building, Collector, Clerk, HR, Fire, Police, CDBG, Public Works, Recreation and Library departments. Additionally, this department provides IT support services for the Berwyn Development Corporation.

**SERVICES:**

The Department of Information Technology provides technology and services that fulfill the City's broad based information technology needs. IT plans resource commitments and provides a stable direction for the future. Further, IT strives to keep abreast of state-of-the-art innovations in the world of information technology. This department has co-responsibility for product purchases and development projects, which include initiation, management, and successful implementation. Daily duties include the responsibility and authority for review, control, Help Desk support, and improvements in such areas as:

-  Desktop Services – Desktop services include functions that directly support the use of personal computers, laptops, and hand-held devices. This includes the Microsoft Office suite of tools, email, and packaged software application support.
  
-  Web Services – Web services include hosting, designing, and administrating the City of Berwyn's external and internal set of websites. The website provides timely information regarding all aspects of the City.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Department of Information Technology**

- ✚ Application Development Services – The IT department provides limited application design and development. Application development is used to fill in the gaps and integrate various purchased application packages. All development, at present, uses Microsoft Access-based technology.
  
- ✚ Telecommunication Services – Includes all commercial and/or private voice communications systems and devices, commercial voice communications carrier services, telephones, Private Telephone Switches (PBX), call accounting, and voicemail. All network services from wall plugs to services, including wide area network (WAN) and local area network (LAN), broadband fiber and copper systems, and internet services.
  
- ✚ Architecture and Infrastructure Services – Selection and management of PCs, gateways, firewalls, switches, routers, copy machines, fax machines, security services, domain name systems (DNS), file servers, print services, email systems, web site hosting, database administration, data center operations, backup, recovery, and performance planning.
  
- ✚ Training Services – Provides city-wide technology related training including the Microsoft Office suite of tools, electronic mail, packaged and developed application training, and managing the given training areas.

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Information Technology  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-16-5000	IT - Salaries	\$ 523,558	\$ 409,146	\$ 653,254	\$ 501,810	\$ 612,082	\$ 110,272
100-16-5000	IT - Stipends-Other	15,350	23,025	15,350	15,600	15,600	-
100-16-5030	IT - Sick Day Buy Back	19,012	19,239	19,710	23,523	23,523	-
100-16-5035	IT - Benefits	247,223	253,845	295,499	263,645	327,040	63,395
100-16-5210	IT - Vehicle Gas & Oil	-	-	-	1,500	1,500	-
100-16-5220	IT - Training, Dues, & Publications	4,631	-	475	7,200	7,200	-
100-16-5225	IT - Supplies	4,270	4,802	5,031	8,000	1,000	(7,000)
100-16-5235	IT - Postage & Printing	346	1	-	-	-	-
100-16-5290	IT - Other General Expenses	43,256	70,326	123,911	50,000	60,000	10,000
100-16-5290	IT - Other General Expenses-BDC	16,723	824	4,660	2,000	2,000	-
100-16-5300	IT - Professional Service	16,277	14,587	16,400	15,000	17,500	2,500
100-16-5300	IT - Repairs & Maintenance	-	-	-	1,000	-	(1,000)
100-16-5410	IT - Hardware Maintenance	47,077	61,404	68,573	46,000	60,000	14,000
100-16-5415	IT - Software Maintenance	28,734	54,442	48,857	27,500	35,000	7,500
100-16-5415	IT - Equipment Lease	19,018	-	40,500	40,500	40,500	-
100-16-5510	IT - Hardware Purchases	65,059	81,012	81,847	60,000	60,000	-
100-16-5515	IT - Software Purchases	26,786	22,008	10,062	25,000	30,000	5,000
100-16-5530	IT - Network Infrastructure	225,071	239,366	185,000	235,000	230,000	(5,000)
100-16-5625	IT - Internal Service Fund	10,709	13,620	12,625	14,429	12,986	(1,443)
100-16-5800	Capital Outlay	-	115,656	-	-	50,000	-
100-16-5895-01	IT - COVID-19	-	18,129	-	-	-	-
Department Total		<u>\$ 1,313,100</u>	<u>\$ 1,401,432</u>	<u>\$ 1,581,754</u>	<u>\$ 1,337,707</u>	<u>\$ 1,585,931</u>	<u>\$ 248,224</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Fire Department**

**PROGRAM MANAGER:** Fire Chief

**PROGRAM DESCRIPTION:**

The department operates three strategically located fire stations, each covering about one third of the City. The stations are manned by approximately 82 full-time firefighters. Currently we have 41 fully trained Advanced Life Support (ALS) Paramedics, and 11 fully trained Basic Life Support (BLS) Emergency Medical Technicians. The remaining members are certified at the First Responder level for medical emergencies. Our primary response area is divided by two railroad right-of-ways. The majority of the personnel work 24 hours on duty followed by 48 hours off duty. We maintain mutual aid agreements with our neighboring communities through the Mutual Aid Box Alarm System (MABAS). Our MABAS Division 11 group is affiliated state wide with other MABAS divisions. We are also associated with the Illinois Terrorism Task Force. We provide a variety of services; some of which are reactive or emergency in nature while others are proactive like fire prevention and inspection.

The Berwyn Fire Department is committed to the following values:

-  **Customer Service:** Prompt and professional delivery of service to the community is our ultimate commitment.
-  **Safety:** Emergency situations create dangerous work environments. Safety is our foremost consideration during performance of all tasks.
-  **Teamwork:** A team-oriented approach, which promotes excellence in the performance of all tasks.
-  **Outreach:** Demonstrated by professional partnerships with the Police Department and other agencies enhancing delivery of emergency services to our community.

**SERVICES:**

At various times, crisis situations occur which can negatively impact persons or property in the City. The Fire Department's primary responsibility is "the saving of lives and property." To facilitate the accomplishment of these goals, the Department members provide such activities as:

-  Community fire prevention safety talks

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Fire Department**

- ✚ Property conservation
- ✚ Fire prevention and inspection services
- ✚ Rescue procedures
- ✚ Hazardous materials response
- ✚ Emergency medical services
- ✚ Pre-incident and disaster planning
- ✚ Fire investigations

During the performance of these tasks, the department members will not knowingly engage in any behavior which will compromise the safety of its members or the citizens to which it provides emergency services. The Berwyn Fire Department exists to meet the needs of a wide variety of crisis situations that require a quick, efficient and professional response.

The following station locations serve the City and its residents:

- ✚ Station 1 (South) – 6434 Windsor Ave.
- ✚ Station 2 (North) – 6615 16<sup>th</sup> St.
- ✚ Station 3 (Center) – 6700 W. 26<sup>th</sup> St.

City of Berwyn  
2022 Budgeted Expenditures by Department  
Fire  
12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-18-5000	Fire - Salaries	\$ 7,521,477	\$ 7,676,604	\$ 7,857,439	\$ 7,936,686	\$ 8,166,252	\$ 229,566
100-18-5005	Fire - Out of Class	153,542	158,286	125,081	125,081	126,000	919
100-18-5010	Fire - Overtime	369,777	514,495	480,727	401,480	402,000	520
100-18-5015	Fire - Uniform Stipend	76,500	75,000	77,500	77,500	77,500	-
100-18-5020	Fire - Education Stipend	28,000	31,250	31,050	31,050	35,000	3,950
100-18-5025	Fire - Other Stipend	42,283	46,713	45,649	45,649	47,350	1,701
100-18-5030	Fire - Sick Day Buy Back	261,420	298,304	275,000	359,640	325,000	(34,640)
100-18-5035	Fire - Benefits	2,538,707	2,550,500	2,522,384	2,577,949	2,698,602	120,653
100-18-5040	Fire - Tuition Reimbursement	5,283	8,441	11,200	11,000	20,000	9,000
100-18-5045	Fire - Pension	-	-	-	-	-	-
100-18-5205	Fire - Utilities	11,411	11,966	10,700	11,200	11,200	-
100-18-5210	Fire - Vehicle Gas and Oil	52,375	43,813	55,500	58,893	58,893	-
100-18-5215	Fire - Telephone	7,916	8,543	9,100	10,500	10,500	-
100-18-5220	Fire - Training, Dues and Publications	35,719	14,672	28,000	47,500	47,500	-
100-18-5225	Fire - Supplies	17,116	20,149	20,000	15,445	15,945	500
100-18-5235	Fire - Postage and Printing	390	433	365	733	-	(733)
100-18-5290	Fire - Other general Expenses	33,961	50,645	38,127	48,000	48,000	-
100-18-5300	Fire-Professional Services	-	-	-	-	-	-
100-18-5300-03	Fire - Collection Service Fees	43,600	521,243	865,000	212,250	600,000	387,750
100-18-5400	Fire - Repairs and Maintenance	145,003	154,277	151,900	157,300	157,300	-
100-18-5405	Fire - Copier Maintenance	2,116	303	250	2,290	2,290	-
100-18-5500	Fire - Equipment Purchases	75,023	79,377	71,000	76,500	76,500	-
100-18-5500-01	Fire - Turnout Gear	58,453	47,671	46,200	50,000	50,000	-
100-18-5505	Fire - Equipment Lease	141,733	141,733	136,000	109,429	109,429	-
100-18-5625	Fire - Internal Service Fund	190,327	563,016	445,685	509,354	458,419	(50,935)
100-18-5800	Fire - Capital outlay	-	-	50,000	50,000	100,000	50,000
100-18-5895-01	Fire - COVID-19	-	18,113	-	-	-	-
Department Total		<u>\$ 11,812,132</u>	<u>\$ 13,035,547</u>	<u>\$ 13,353,857</u>	<u>\$ 12,925,429</u>	<u>\$ 13,643,680</u>	<u>\$ 718,251</u>



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Police Department**

**PROGRAM MANAGER:** Chief of Police

**PROGRAM DESCRIPTION:**

The Police Department of the City of Berwyn is dedicated to protecting life and property through quality police services based on honesty, integrity, and professionalism which are the essential threads of policing.

As Berwyn changes and evolves, the Police Department is undergoing a paradigm shift. Responding to the needs of the community in a timely, courteous, and professional manner is paramount; however, the need to respond professionally to crimes in progress and to thoroughly investigate those same crimes with successful prosecution of offenders as the ultimate goal cannot be overlooked.

The attached budget was carefully structured to enable the Department to continue to provide a very high level of professional, effective and efficient service to the citizens of Berwyn.

**Organization:**

The Police Department executive management team consists of the Chief of Police, Deputy Chief of Police, four Division Commanders, and an Executive Officer.

**Responsibilities:**

Each of the administrative team members assists in directing portions of the department in accordance with the Chief's direction.

**Chief of Police:**

The Police Chief is the chief executive and responsible for overall operations of the police department.

**Deputy Chief of Police:**

The Deputy Police Chief assists the Police Chief in the overall management of the department, assumes command of the department in the Chief's absence, and directly manages the following functions:

- Auxiliary police contingency
- Building and Grounds
- Capital Projects

**The department is divided into four divisions each directed by a Division Commander:**

- Field Operations
- Staff Operations
- Administrative Services
- Support Services

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

---

**Police Department**

**Division Commander – Field Operations:**

The Field Operations Division is responsible for the administration of all aspects of the patrol division that includes supervision of Watch Commanders and patrol officers for all three shifts. Departmental training standards for all sworn members, as well as new officer recruit and lateral entry officer's fall under Field Operations.

The Field Operations Division Commander also serves as the Departments Liaison for all mutual aid compacts that include NIPAS (Northern Illinois Police Alarm System) a regional response team, and ILEAS (Illinois Law Enforcement Alarm System) a statewide mutual aid organization. The Field Operations Division Commander will also oversee all range and weapons management systems.

The following is a comprehensive reference of the administrative responsibilities currently organized under field operations:

- Patrol Operations
- Watch Commanders and Patrol Supervisor accountability
- Recruiting and hiring
- Personnel evaluations
- Booking Officers and detention standards
- Department training
- K9 Operations and management
- Department range master and weapons management
- Use of force management
- Crisis intervention team
- PPO orientation

**Division Commander– Staff Operations:**

Community Oriented Policing Strategies are an important component and philosophy of the Berwyn Police Department. The Division Commander of Staff Operations is responsible for coordinating, directing, and establishing all School Safety and Emergency Crisis planning throughout the schools in districts 201, 100, and 98.

A vital purpose of the Division Commander of Staff Operations involves coordinating, planning, and training of all Homeland Security initiatives. Homeland Security projects will enhance the City and police department efforts to build strong networks and to work extensively with other local, state, and federal law enforcement agencies as well as public and private organizations in our efforts to secure our nation and meet all established NIMS requirements.

The Division Commander of Staff Services oversees the Youth / Community Relations and Services Unit to invoke a strong partnership and interactions with the community. It is an organizational strategy of the Berwyn Police Department that allows the police and community residents to work closely together in new ways to help solve the problems of crime while maintaining a high quality of life standard in our neighborhoods

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

---

**Police Department**

The following is a comprehensive reference of the administrative responsibilities currently organized under staff operations:

- Community oriented policing and related projects
- School Resource officers
- Specialized investigative units
  - Criminal Investigations
  - Youth Investigations
  - Tactical Investigations
  - Task Force officers
- Asset forfeiture
- Department litigation
- Workers Compensation
- Dispatch and Communications
- 911 systems and equipment

**Division Commander – Administrative Services:**

Under general direction of the Chief of Police, coordinates the development of the operating budget with the Chief and Division Administrators. The Division Commander of Administrative Services organizes and manages the Police Department budget; including financial analyses, cost recovery programs, payroll, grant administration, and conducts on-going research into cost reduction measures. The Division Commander will design and administer programs and organizational changes from variety of funding sources, and performs independent research and special studies involving data collection and analysis of departmental operations and structures, including building security and maintenance, and human resource management.

Administrative Services is the entity responsible for maintaining up-to-date department standards in all Policy, Procedures, and Department Directives to meet the highest professional standards of the Berwyn Police Department

The Division Commander of Administrative Services prepares a wide variety of written reports and project overviews that include special projects for publication and/or submission to outside organizations. Performs or participate in comprehensive management analyses of police department policies, also serves as a member of the department administrative team in problem solving, decision-making, strategic planning. Develops and coordinates activities with other city departments, other government agencies and outside organizations; provides staff assistance and managerial services.

The following is a comprehensive reference of the administrative responsibilities currently organized under staff operations:

- Department Budget
- Payroll Administration
- Grant Management and Financial reporting
- Information Services (Records)

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Police Department**

- Information Technology
- Department policy review and update
- Awards and recognition
- Employee exposure and OSHA compliance

**Division Commander– Support Services:**

The primary responsibility of the Division Commander of Support Services is to provide assistance to the other Divisions of the Police Department in the form of personnel and equipment. The Division Commander of Support Services is responsible for carrying out the goals and objectives of this division that in turn allows the Berwyn Police Department to meet its mission in many of the departments operations.

Support Services consists of the following units of operation: Community Services, Graffiti Removal, Local Adjudication and Parking Enforcement, Records Management and Collections, traffic enforcement, department motor pool fleet management, and police equipment.

The following is a comprehensive reference of the administrative responsibilities currently organized under staff operations:

- Court Services
- Local Adjudication
- Community Service Officers
  - Animal Control
  - Parking enforcement
  - Graffiti removal
- Crossing guards
- Secondary employment
- Special events
- Traffic Unit
- NIMS and Homeland Security

**Executive Officer:**

The Executive Officer is a command level administrator tasked with overseeing the department through the implementation of a complete policy and procedural rewrite, strategic plan, implementation of the department assessment, transition to NIBRS reporting, and special projects.

The following is a comprehensive reference of the administrative responsibilities currently organized under staff operations:

- Strategic Plan
- Department policy and procedure re-write
- NIBRS
- Special projects

City of Berwyn  
2022 Budgeted Expenditures by Department  
Police  
12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-20-51-5000	Police - Admin - Ch of Police, Div Cdrs	\$ 870,104	\$ 1,009,596	\$ 1,049,897	\$ 1,106,273	\$ 1,151,126	\$ 44,853
100-20-53-5000	Police - Sprvsrs - Lieut's & Sergeant's	2,672,576	2,976,261	2,827,098	2,892,921	2,979,007	86,086
100-20-55-5000	Police - Detectives	1,690,366	1,991,167	1,712,023	1,842,288	1,996,084	153,796
100-20-57-5000	Police - Officers	5,417,399	5,558,676	5,909,664	5,873,452	5,876,697	3,245
100-20-59-5000	Police - Auxiliary	339,641	433,380	363,402	360,525	422,100	61,575
100-20-61-5000	Police - Radio operators/dispatchers	881,366	924,110	951,624	944,657	1,058,040	113,383
100-20-63-5000	Police - Community service officers	715,098	778,501	777,101	765,213	793,521	28,308
100-20-67-5000	Police - Lockup personnel	284,349	295,564	341,282	320,581	399,917	79,336
100-20-69-5000	Police - Clerks	537,055	632,721	762,745	692,737	743,844	51,107
100-20-71-5000	Police - Crossing Guards	261,002	241,421	203,628	255,078	217,638	(37,440)
100-20-5005	Police - Out of Class	5,949	5,581	14,950	5,713	5,713	-
100-20-5010	Police - Overtime	752,586	800,072	1,075,977	850,123	1,006,831	156,708
100-20-5015	Police - Uniform stipend	113,100	115,000	131,600	112,125	131,600	19,475
100-20-5020	Police - Education Stipend	77,000	85,000	116,362	76,375	116,362	39,987
100-20-5025	Police - Other Stipends	21,810	30,810	24,000	14,488	24,862	10,374
100-20-5030	Police - Buy back	1,161,669	1,830,754	1,808,864	1,644,943	1,705,998	61,055
100-20-5035	Police - Benefits	4,839,849	4,977,047	4,938,576	5,032,255	5,212,177	179,922
100-20-5040	Police - Tuition Reimbursement	57,583	111,470	197,300	142,000	160,000	18,000
100-20-5045	Police - Pension	-	-	-	-	-	-
100-20-5205	Police - Utilities	23,907	33,375	27,600	24,798	30,000	5,202
100-20-5210	Police - Vehicle Gas and Oil	181,639	186,886	225,123	180,000	200,000	20,000
100-20-5215	Police - Telephone	48,528	63,632	60,000	60,000	45,000	(15,000)
100-20-5220	Police - Training, dues and publications	86,153	134,079	157,000	105,000	150,000	45,000
100-20-5225	Police - Supplies	40,752	68,963	48,248	46,689	75,000	28,311
100-20-5235	Police - Postage & printing	31,369	34,193	26,136	27,938	27,938	-
100-20-5290	Police - Other general expenses	183,164	190,386	150,000	155,908	155,908	-
100-20-5300	Police - Professional Services	5,305	79	-	-	-	-
100-20-5345	Police - Speed photo enforcement	1,065,185	869,277	900,000	910,000	910,000	-
100-20-5400	Police - Repairs and maintenance	408,222	349,055	325,400	395,543	350,000	(45,543)
100-20-5405	Police - Copier maintenance	15,327	7,595	9,000	16,190	16,190	-
100-20-5410	Police - Hardware maintenance	-	-	2,700	-	-	-
100-20-5415	Police - Software maintenance	-	3,500	140,000	-	200,000	200,000
100-20-5500	Police - Equipment	16,066	42,533	57,500	130,000	130,000	-
100-20-5625	Police - Internal service fund	555,492	1,690,089	1,201,959	1,430,239	1,287,215	(143,024)
100-20-5800	Police - Capital Expenditures	-	-	110,000	75,000	75,000	-
100-20-5895-01	Police - COVID-19	-	179,039	116,000	94,000	80,000	(14,000)
Department Total		<u>\$ 23,359,611</u>	<u>\$ 26,649,812</u>	<u>\$ 26,762,759</u>	<u>\$ 26,583,052</u>	<u>\$ 27,733,768</u>	<u>\$ 1,150,716</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Fire and Police Commission**

**PROGRAM MANAGER:** Commission

**PROGRAM DESCRIPTION:**

The Board of Fire and Police Commissioners shall consist of five members to be appointed by the Mayor, by and with the consent of Council. The term of office of each member shall be three years and until his or her successor is appointed and qualified, provided that no appointment shall be made by the Mayor within thirty days of the expiration of his or her term of office.

**BUDGET SUMMARY:**

- This department's other general expenses account varies annually based on the number of police or fire personnel the City will hire in a given year.

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Fire and Police Commission  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-22-5500	Fire and Police Commission - Salaries	\$ 19,558	\$ 27,770	\$ 30,039	\$ 25,000	\$ 30,000	\$ 5,000
100-22-5035	Fire and Police Commission - Benefits	3,890	4,919	26,576	4,530	5,054	524
100-22-5200	Fire and Police Commission- Training, Dues, & Publications	6,173	1,761	-	2,500	2,500	-
100-22-5225	Fire and Police Commission - Supplies	63	308	-	250	250	-
100-22-5235	Fire and Police Commission- Postage & Printing	1	1	767	25	-	(25)
100-22-5290	Fire and Police Commission - Other General Expenses	17,869	1,426	-	1,250	1,250	-
100-22-5290-10	Fire and Police Commission - Police Testing	27,906	-	-	32,500	32,500	-
100-22-5290-11	Fire and Police Commission - Pre Employment Physicals	14,131	41,989	65,000	12,500	12,500	-
		-					
Department Total		<u>\$ 89,591</u>	<u>\$ 78,174</u>	<u>\$ 122,382</u>	<u>\$ 78,555</u>	<u>\$ 84,054</u>	<u>\$ 5,499</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Building Department**

**PROGRAM MANAGER:** Building Director

**PROGRAM DESCRIPTION:**

The Building Department is responsible for the administration and enforcement of City ordinances and building codes which establish minimum requirements for building construction, land use, signage, and property maintenance. The primary purpose of the ordinances is to establish requirements that safeguard public health, safety, sanitation, adequate light and ventilation, energy conservation, and safety from fire and other hazards attributed to the structural environment. Activities associated with the administration and enforcement of these ordinances include but are not limited to reviewing architectural and engineering plans for proposed projects, issuing permits, scheduling permit inspections, processing compliance information, scheduling compliance inspections, scheduling blight inspections, inspecting properties to identify violations and issuing citations for ordinance infractions.

**SERVICES:**

-  Conduct Code Enforcement
-  Perform Building and Zoning Review
-  Issue Building Permits
-  Perform Permit Inspections
-  Process Compliance Information
-  Respond to FOIA Requests
-  Process Blight and Building Adjudication Information



City of Berwyn  
2022 Budgeted Expenditures by Department  
Building / Neighborhood Affairs  
12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Budget Change
100-24-5000	Building - Salaries	\$ 608,913	\$ 603,066	\$ 671,727	\$ 678,821	\$ 753,136	\$ 74,315
100-24-5010	Building - Overtime	9,301	25,458	27,233	6,250	10,000	3,750
100-24-5025	Building - Stipends-Other	1,650	2,050	4,300	3,000	3,000	-
100-24-5030	Building - Sick Day Buy Back	19,632	35,921	27,355	18,395	18,395	-
100-24-5035	Building - Benefits	375,003	392,843	376,840	459,465	391,262	(68,203)
100-24-5205	Building - Utilities	11,736	11,259	10,763	12,000	12,000	-
100-24-5210	Building - Vehicle Gas and Oil	10,552	8,815	7,813	10,000	12,500	2,500
100-24-5215	Building - Telephone	14,749	12,704	15,108	15,000	14,000	(1,000)
100-24-5220	Building - Training, Dues,& Publications	3,579	1,011	2,659	2,500	3,000	500
100-24-5225	Building - Supplies	14,405	16,726	15,869	14,500	14,500	-
100-24-5235	Building - Postage & Printing	18,507	15,955	20,767	17,000	19,000	2,000
100-24-5290	Building - Oth Gen Exp/Rodent Abatement	2,148	22,518	34,748	51,500	59,500	8,000
100-24-5300	Building - Professional Service	434,949	358,943	386,616	400,000	400,000	-
100-24-5400	Building - Repairs and Maintenance	161,080	183,135	166,236	150,000	150,000	-
100-24-5405	Building - Copier Maintenance	1,703	716	763	2,000	2,000	-
100-24-5500	Building - Equipment	-	-	-	-	-	-
100-24-5625	Building - Internal Service Fund	14,570	18,597	18,976	21,687	19,518	(2,169)
100-24-5800	Building - Capital Outlay	-	-	-	-	-	-
100-24-5895-01	Building - COVID-19	-	19,394	34,440	-	-	-
<b>Department Total</b>		<b><u>\$ 1,702,477</u></b>	<b><u>\$ 1,729,111</u></b>	<b><u>\$ 1,822,213</u></b>	<b><u>\$ 1,862,118</u></b>	<b><u>\$ 1,881,811</u></b>	<b><u>\$ 19,693</u></b>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Public Works**

**PROGRAM MANAGER:** Director of Public Works

**PROGRAM DESCRIPTION:**

The Street Division provides the staff, equipment and materials to operate and maintain most of the public infrastructure in the City of Berwyn. Such infrastructure includes public roadways, signs, alleys, and City-owned lands. Other responsibilities include maintenance to all water/sewer systems, fleet vehicles and select Fire Department equipment.

**SERVICES:**

 **Administration**

- Management of 24 FTE employees.
- Management of the yearly budget for the Street & Fleet Divisions.
- Coordination of all calls for service and/or repair.
- Coordinate MFT and CDBG public improvement programs.
- Monitors construction and utility cuts in the City right-of-way.
- Supervision of daily operations of all services provided by the Division.
- Respond to resident questions, inquiries and requests.

 **Street Maintenance**

- Street patching, repairs, and maintenance.
- Street striping and signage.
- Alleyway maintenance.
- Sweep all City streets.
- Pickup and discard dead animals and trash from City right-of-way.

 **Forestry**

- Maintain City owned urban forest.
- Tree City USA for over 25 consecutive years.
- Remove dead, dying or diseased trees.
- Coordinate the replanting of trees within the city owned right-of-way.

 **Ice and Snow Control**

- Provide prompt quality response for snow and ice issues to maintain safe vehicular travel.

 **Turf Maintenance**

- Cut grass and weeds in public areas.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Public Works**

 **Traffic and Parking Control**

- Coordinate all traffic control and signage.
- Conduct traffic and safety studies.
- Installation, repair and replacement of street signs and posts.
- Install and maintain all roadway and parking pavement markings and markers.
- Install and repair parking meters.

 **Fleet Maintenance**

- Maintenance and repair of all Public Works vehicles and equipment as well as Police, Building, Parking and select Fire Department vehicles.
- Maintenance of City fueling station.

 **Public Works Building**

- Maintain grounds at Public Works facilities.
- Storage of equipment and materials for Public Works and other departments.

 **Work for Other Departments**

- Provide signage, manpower and cleanup for parades, block parties and special events.
- Cleanup of debris and trash due to accidents or ordinance violations.
- Assist elsewhere when requested.

City of Berwyn  
2022 Budgeted Expenditures by Department  
Public Works  
12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-26-35-5000	Streets - Salaries	\$ 1,454,173	1,511,955	1,609,793	1,826,525	1,858,604	32,079
100-26-35-5010	Streets - Overtime	70,866	62,294	103,027	100,000	125,000	25,000
100-26-35-5015	Streets - Uniform stipend	19,487	18,783	18,391	22,575	23,400	825
100-26-35-5025	Streets - Other stipend	18,360	1,360	390	4,973	4,973	-
100-26-35-5030	Streets - Sick day buyback	22,188	50,438	35,300	43,831	43,831	-
100-26-35-5035	Streets - Benefits	750,620	750,942	778,913	821,708	892,508	70,800
100-26-35-5105	Streets - Community Programs	-	-	-	-	-	-
100-26-35-5205	Streets - Utilities	16,737	15,603	15,662	19,000	19,000	-
100-26-35-5210	Streets - Vehicle gas & oil	82,541	60,950	140,000	90,000	110,000	20,000
100-26-35-5215	Streets - Telephone	7,108	7,218	9,864	6,800	6,800	-
100-26-35-5220	Streets - Training, dues, & publications	28,723	21,440	14,091	20,000	21,000	1,000
100-26-35-5225	Streets - Supplies	144,788	73,471	82,061	152,358	163,500	11,142
100-26-35-5235	Streets - Postage & printing	6,040	4,628	4,811	9,500	9,500	-
100-26-35-5290	Streets - Other general expenses	7,493	1,621	665	7,500	7,500	-
100-26-35-5300	Streets - Professional services	408,959	230,365	695,617	593,712	800,000	206,288
100-26-35-5400	Streets - Repairs and maintenance	462,341	486,571	380,542	393,272	393,272	-
100-26-35-5405	Streets - Copier maintenance	1,242	196	160	1,400	1,400	-
100-26-35-5500	Streets - Equipment	1,384	40,300	-	2,500	4,000	1,500
100-26-35-5505	Streets - Equipment lease	56,910	106,475	120,000	120,000	138,000	18,000
100-26-35-5625	Streets - Internal service fund	42,806	102,130	86,989	99,416	89,474	(9,942)
100-26-35-5800	Streets - Capital Outlay	22,400	269,378	55,000	55,000	225,000	170,000
100-26-35-5895-01	Streets - COVID-19	-	23,832	-	-	-	-
100-26-36-5000	Salaries and Wages						
	Total Streets	\$ 3,625,166	\$ 3,839,950	\$ 4,151,276	\$ 4,390,070	\$ 4,936,762	\$ 546,692
100-26-37-5000	Fleet - Salaries	\$ 68,123	\$ 73,774	\$ 75,722	\$ 74,865	\$ 77,199	\$ 2,334
100-26-37-5010	Fleet - Overtime	7,245	2,251	4,733	5,257	5,257	-
100-26-37-5015	Fleet - Uniform stipend	637	131	812	1,000	1,000	-
100-26-37-5025	Fleet - Other stipend	1,000	-	-	450	450	-
100-26-37-5030	Fleet- Sick day buyback	815	140	143	1,000	1,000	-
100-26-37-5035	Fleet - Benefits	34,589	35,083	36,080	36,341	38,000	1,659
100-26-37-5210	Fleet - Vehicle gas & oil	3,331	4,490	300	9,000	10,000	1,000
100-26-37-5225	Fleet - Supplies	155,637	121,500	154,960	150,000	150,000	-
100-26-37-5235	Fleet - Postage & printing	1,309	1,410	2,381	1,400	1,400	-
100-26-37-5290	Fleet - Other general expenses	1,500	312	158	1,000	1,000	-
100-26-37-5300	Fleet - Professional services	43,680	75,722	70,076	70,000	70,000	-
100-26-37-5400	Fleet - Repairs and maintenance	2,600	37,092	18,917	58,000	58,000	-
100-26-37-5500	Fleet - Equipment	-	-	-	2,500	2,500	-
100-26-37-5625	Fleet - Internal service fund	3,028	3,355	3,102	3,545	3,191	(354)
100-26-37-5800	Fleet - Capital outlay	-	-	-	-	-	-
	Total Fleet	\$ 323,494	\$ 355,260	\$ 367,384	\$ 414,358	\$ 418,997	\$ 4,639
Department Total		\$ 3,948,660	\$ 4,195,210	\$ 4,518,660	\$ 4,804,428	\$ 5,355,759	\$ 551,331

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Zoning Board**

**PROGRAM MANAGER:** Board Chairman

**PROGRAM DESCRIPTION:**

The Zoning Board schedules and holds hearings in matters wherein citizens of the City are appealing a decision of the Building Department involving requests for variations from the terms of the Zoning Code, establishment of a conditional use or change in a non-conforming use. All decisions with four (4) or more votes in favor or against, are submitted to the City Council with a resolution, a specific recommendation, and if applicable, an ordinance. If less than four (4) votes are made for or against, the board makes no recommendation. The City Council makes the final decision in all such matters as described above.

The Board can reverse, affirm (wholly or partly), modify or amend any order or decision of a City Official in regard to matters that do not involve a variation, conditional use or non-conforming use; and also may make decisions in regard to the interpretation of the Zoning Code. In these matters, the Board has the powers of the City Official from whom the appeal is taken and the decision is final.

The Board can also hold special hearings as requested by the City Council involving the Zoning Code. The Chairman is responsible for publishing notices of meetings, and is available to give instructions as to procedures of the Board, render legal opinions, and make recommendations for amendments to the Zoning Code.

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Zoning Board  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-28-5000	Zoning - Salaries	\$ 6,360	\$ 6,360	\$ 6,360	\$ 6,360	\$ 6,360	\$ -
100-28-5025	Zoning - Other stipends	-	-	-	-	-	-
100-28-5035	Zoning - Benefits	547	669	487	487	487	-
100-28-5225	Zoning-Supplies	-	-	-	-	-	-
100-28-5235	Zoning - Postage & printing	-	-	-	3,000	3,000	-
100-28-5290	Zoning - Other general expenses	-	-	-	6,000	6,000	-
		-	-	-	-	-	-
Department Total		<u>\$ 6,907</u>	<u>\$ 7,029</u>	<u>\$ 6,847</u>	<u>\$ 15,847</u>	<u>\$ 15,847</u>	<u>\$ -</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Committee and Planning**

**PROGRAM MANAGER:** Mayor and City Council

**PROGRAM DESCRIPTION:**

The Committee and Planning Department of the City of Berwyn is where economic development expenditures to third parties are recorded. This department does not support any employees.

**SERVICES:**

Within this department the City records the following:

- ✚ Donations to other organizations
- ✚ Non-TIF related Berwyn Development Corporation fees
- ✚ Regional Housing Authority expenditures
- ✚ Utility tax rebates to other taxing units

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Committee and Planning  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-30-5105	Community Programs	\$ 1,667	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ (3,500)
100-30-5105-04	West Central Municipal Conference	25,362	25,554	26,000	26,000	26,000	-
100-30-5105-05	Berwyn Historic Preservation Commission	334	-	2,500	2,500	2,500	-
100-30-5105-06	Utility Tax Rebate	63,195	46,338	85,000	85,000	85,000	-
100-30-5105-08	Berwyn Historical Society	-	-	5,000	-	-	-
100-30-5105-30	BDC Admin Fee	86,000	-	86,000	86,000	-	(86,000)
100-30-5290	Committee & Planning - Other general expenses	1,205	-	3,000	3,000	3,000	-
<b>Department Total</b>		<b><u>\$ 177,763</u></b>	<b><u>\$ 71,892</u></b>	<b><u>\$ 211,000</u></b>	<b><u>\$ 206,000</u></b>	<b><u>\$ 116,500</u></b>	<b><u>\$ (89,500)</u></b>



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Recreation Department**

**PROGRAM MANAGER:** Director of Recreation

**PROGRAM DESCRIPTION:**

The City of Berwyn provides comprehensive community-wide parks and recreation services through the Recreation Department with policies and budget development determined by the Mayor and the City council. The Recreation Department is committed to the effective and responsible management of parks, open space, facilities and resources to satisfy the recreational needs of the community; and to deliver quality, benefit-based leisure services and programs that meet the varied needs and interests of the community in a cooperative, innovative, and responsive manner.

The Recreation Department is responsible for providing year round recreational programs and activities for all age groups. These include community special events, athletic programs, sports camps, day care camps, tot programs, swimming programs, adult athletic programs, family events, and senior adult activities. In addition, the Recreation Department collaborates with and assists many Berwyn groups, organizations, and clubs to provide recreation services throughout the community.

The Recreation Department is responsible for six park sites, one Olympic sized swimming pool, and a recreation center. Major responsibilities include routine maintenance of resources, facilities, and equipment, including and providing support services for recreation programs; and park improvements and development.

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Recreation  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-32-5000	Recreation - Salaries	\$ 759,957	\$ 451,368	\$ 666,977	\$ 637,500	\$ 850,000	\$ 212,500
100-32-5010	Recreation - Overtime	-	-	-	-	-	-
100-32-5030	Recreation - Sick day buy back	12,704	13,526	14,724	14,059	14,500	441
100-32-5035	Recreation - Benefits	229,575	204,692	231,832	235,263	270,383	35,120
100-32-5100	Recreation - Special events	65,104	16,249	21,018	60,000	60,000	-
100-32-5105	Recreation - Community programs	243	230	-	-	-	-
100-32-5205	Recreation - Utilities	31,012	21,117	22,978	35,000	35,000	-
100-32-5210	Recreation - Vehicle Gas and Oil	12,353	11,097	14,837	13,000	17,000	4,000
100-32-5215	Recreation - Telephone	9,661	8,851	9,465	10,000	12,500	2,500
100-32-5220	Recreation - Training, dues, & publications	120,525	64,879	92,436	117,500	132,500	15,000
100-32-5225	Recreation - Supplies	357	-	-	-	-	-
100-32-5235	Recreation - Postage & printing	347	3,314	-	2,000	2,000	-
100-32-5290	Recreation - Other general expenses	71,872	55,697	58,003	52,500	52,500	-
100-32-5300	Recreation - Professional Services	5,325	-	-	15,000	15,000	-
100-32-5400	Recreation - Repairs and maintenance	219,772	95,698	222,086	160,000	180,000	20,000
100-32-5405	Recreation - Copier maintenance	1,243	145	482	800	800	-
100-32-5500	Recreation - Equipment	220	-	-	-	-	-
100-32-5625	Recreation - Internal service fund	17,132	38,333	32,932	37,636	33,872	(3,764)
100-32-5800	Recreation - Capital outlay	4,600	-	122,385	15,000	15,000	-
100-32-5895-01	Recreation - COVID-19	-	1,996	-	-	-	-
Department Total		<u>\$ 1,562,002</u>	<u>\$ 987,192</u>	<u>\$ 1,510,155</u>	<u>\$ 1,405,258</u>	<u>\$ 1,691,055</u>	<u>\$ 285,797</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Community Relations**

**PROGRAM MANAGER:** Community Relations Director

**PROGRAM DESCRIPTION:**

The Community Relations Director along with the Commissioners work to promote equal opportunity in employment, housing and access to public accommodations, combat unlawful discrimination and to enforce the Community Relations Ordinance.

Persons who believe they have been discriminated against may file a complaint within one year of the alleged violation.

The Community Relations Ordinance and its policy is further outlined in the City of Berwyn's Code of Ordinances, Chapter 620

**SERVICES:**

The Community Relations Director is available to attend meetings as a representative of the Community Relations Commission as well as answers questions pertaining to City services.

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Community Relations  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-34-5000	Community Relations - Salaries	5,000	5,000	192	5,000	5,000	-
100-34-5035	Community Relations - Benefits	<u>383</u>	<u>383</u>	<u>383</u>	<u>383</u>	<u>383</u>	<u>-</u>
Department Total		<u>\$ 5,383</u>	<u>\$ 5,383</u>	<u>\$ 575</u>	<u>\$ 5,383</u>	<u>\$ 5,383</u>	<u>\$ -</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Senior Services**

The Senior Services department takes on various senior programs including snow removal, lawn care services, the City's handy man program, and PACE transporting services. Revenues include grant funding for senior programs and nominal fees received for assistance.

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Senior Services  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
100-46-5000	Senior Services - Salaries	\$ 238,520	\$ 243,312	\$ 273,849	\$ 269,412	\$ 315,706	\$ 46,294
100-46-5000	Senior Services - Overtime	2,759	1,053	619	500	500	-
100-46-5030	Senior Services - Stipends- Other	1,200	1,200	1,950	800	1,500	700
100-46-5030	Senior Services - Sick Day Buy Back	3,557	3,494	6,986	4,136	4,300	164
100-46-5035	Senior Services - Benefits	77,950	91,826	108,580	109,042	122,502	13,460
100-46-5100-03	Senior Services - Special Events Senior Breakfast	6,847	100	99	7,400	7,750	350
100-46-5210	Senior Services - Vehicle Gas & Oil	20,941	16,065	20,962	15,000	17,000	2,000
100-46-5215	Senior Services - Telephone	4,776	4,405	4,609	5,000	5,000	-
100-46-5225	Senior Services - Supplies	916	857	1,463	500	500	-
100-46-5235	Senior Services - Postage & Printing	7,848	2,835	1,843	7,000	7,000	-
100-46-5290	Senior Services - Other General Expenses	258	434	790	2,000	2,000	-
100-46-5300	Senior Services - Professional Services	2,875	2,202	2,522	2,000	3,000	1,000
100-46-5400	Senior Services - Repairs & Maintenance	104,446	106,133	120,254	110,000	110,000	-
100-46-5405	Senior Services - Copier Maintenance	917	277	257	1,000	1,000	-
100-46-5505	Senior Services - Equipment Lease	8,326	5,400	7,500	15,000	15,000	-
100-46-5625	Senior Services - Internal Service Fund charges	6,153.00	15,523.00	11,555.00	13,206.00	11,885.00	(1,321)
100-46-5800	Senior Services- Capital Outlay	-	-	25,000	-	-	-
100-46-5895-01	Senior Services - COVID-19	-	61	-	-	-	-
Department Total		<u>\$ 488,289</u>	<u>\$ 495,177</u>	<u>\$ 588,838</u>	<u>\$ 561,996</u>	<u>\$ 624,643</u>	<u>\$ 62,647</u>

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Other City Departments**

The following department is also included in the City's General Fund. This department represents other statutory expenditures that are City-wide costs. The City's general administration is responsible for monitoring expenditures within this department.

City of Berwyn  
 2022 Budgeted Expenditures by Department  
 Statutory  
 12/31/2022

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
Benefits	To be allocated to various departments:						
100-17-5035	Benefit Pool	\$ 225,072	\$ (24,043)	\$ 17,500	\$ 7,000	\$ 15,000	\$ 8,000
100-17-5290	Other General Expenses	104,785	12,630	5,000	5,000	11,000	-
100-17-5300-01	Auditing & Actuarial expense	55,969	45,031	62,250	54,751	57,489	2,738
100-17-5300-10	New World Maintenance	45,036	54,042	50,435	50,435	58,618	8,183
100-17-5710	Bad debt expense	-	-	1,395	3,500	-	(3,500)
Department Total		<u>\$ 430,862</u>	<u>\$ 87,660</u>	<u>\$ 136,580</u>	<u>\$ 120,686</u>	<u>\$ 142,107</u>	<u>\$ 21,421</u>



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Library**

This fund is used to account for the spending of funds for the operations of the Berwyn Public Library. The Berwyn Public Library is administered by a nine member board appointed by the City's Mayor, with the advice and consent of City Council.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Library**

**PROGRAM MANAGER:**

Director of Library Services

**PROGRAM DESCRIPTION:**

The Berwyn Public Library is a driving force behind a vibrant and diverse community. The Berwyn Public Library (BPL) supports our community by:

- Providing a welcoming and accessible environment in which all individuals receive professional service and assistance in fulfilling their educational, research, literacy and entertainment needs.
- Educating and empowering the public through the preservation and distribution of timely and accurate information as guided by the Principles of Intellectual Freedom.
- Offering people of all ages and backgrounds a stimulating environment in which to discover a love of lifelong learning.

The Library offers dynamic service-oriented programs and services and participates in creating a literate public by offering a place where adults can learn and practice new skills and children are given opportunities to interact with books and enjoy stories.

**SERVICES:**

Public libraries provide equal access to information of all kinds. In fact, libraries are among the first American institutions immigrants turn to for help in learning how to read, write and speak English. Under a literacy umbrella, BPL offers direct literacy programming, curriculum support, and hosts community organizations offering literacy services.

**City of Berwyn  
Library Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
205-40-4000	Library - Property Tax Revenue	\$ 3,385,280	\$ 3,357,075	\$ 3,315,236	\$ 3,392,808	\$ 3,392,808	\$ -
205-40-4350	Library - Book Fines	10,800	6,570	6,365	8,000	2,000	(6,000)
205-40-4400	Library - Grant Revenue	50,000	95,821	10,000	35,000	35,000	-
205-40-4415	Library - Copier Revenue	14,473	5,159	2,947	14,000	14,000	-
205-40-4420	Library - Per Capita Revenue	-	-	70,821	70,821	81,000	10,179
205-40-4430	Library - Building Revenue	12,810	6,813	4,747	8,724	9,000	276
205-40-4800	Library - Interest Income	7,362	4,580	2,618	600	3,000	2,400
205-40-4835	Library - Other Misc Revenue	12,000	2,000	-	-	-	-
	Total Library Revenues	<u>3,492,725</u>	<u>3,478,018</u>	<u>3,412,734</u>	<u>3,529,953</u>	<u>3,536,808</u>	<u>6,855</u>
<b>Expenditures</b>							
205-40-5000	Library - Salaries	\$ 1,579,342	\$ 1,776,047	\$ 1,696,434	\$ 1,910,053	\$ 1,849,779	\$ (60,274)
205-40-5010	Library - Overtime	78	-	-	2,000	2,000	-
205-40-5025	Library - Stipends Other	3,800	5,275	10,250	5,000	12,600	7,600
205-40-5030	Library - Sick Day Buy Back	20,524	33,853	22,659	29,279	29,279	-
205-40-5035	Library - Benefits	806,420	853,985	814,291	942,838	907,062	(35,776)
205-40-5040	Library - Tuition Reimbursement	10,724	8,880	8,620	15,000	15,000	-
205-40-5105	Library - Community Programs	41,660	31,118	33,473	40,800	35,000	(5,800)
205-40-5200-09	Library - Director Expense	40	-	-	600	600	-
205-40-5200-10	Library - Board Expense	1,730	709	7,018	7,000	15,000	8,000
205-40-5205	Library - Utilities	14,467	11,837	12,616	15,000	15,000	-
205-40-5210	Library - Vehicle Gas & Oil	99	180	157	250	250	-
205-40-5215	Library - Telephone	23,098	26,878	17,445	23,000	23,000	-
205-40-5220	Library - Training, Dues, & Publications	26,207	11,459	6,426	20,000	18,000	(2,000)
205-40-5225	Library - Supplies	131,197	71,565	75,194	94,821	106,000	11,179
205-40-5235	Library - Postage & Printing	2,451	206	1,549	1,800	2,400	600
205-40-5245	Library - Books	263,385	213,431	229,864	262,000	250,000	(12,000)
205-40-5250	Library - Audio Visual	40,243	21,076	25,260	35,000	32,000	(3,000)
205-40-5255	Library - Periodicals	13,297	14,135	10,312	15,000	12,500	(2,500)
205-40-5290	Library - Other General Expenses	14,351	6,462	606	20,000	5,000	(15,000)
205-40-5400	Library - Repairs & Maintenance	133,275	110,134	144,426	140,000	140,000	-
205-40-5520	Library - Computer System	46,265	46,278	46,362	60,000	60,000	-

**City of Berwyn  
Library Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
205-40-5525	Library - Computer Support Databases	30,513	29,245	50,380	60,000	60,000	-
205-40-5625	Library - Internal Service Fund Charge	25,805	39,192	19,800	22,629	20,366	(2,263)
205-40-5660	Library - Promotions	17,574	11,344	12,255	15,000	11,500	(3,500)
205-40-5665	Library - Reciprocal Borrowing	592	1,746	1,657	2,000	2,000	-
205-40-5800	Library - Capital Improvement	454,400	148,645	148,457	200,000	150,000	(50,000)
205-40-5895-01	Library - COVID-19	-	29,837	1,394	-	-	-
	<b>Total Library Expenditures</b>	<u>3,701,537</u>	<u>3,503,517</u>	<u>3,396,905</u>	<u>3,939,070</u>	<u>3,774,336</u>	<u>(164,734)</u>
	<b>Revenues Less Expenditures</b>	(208,812)	(25,499)	15,829	(409,117)	(237,528)	<u>\$ 171,589</u>
	<b>Fund Balance Beginning</b>	<u>1,912,785</u>	<u>1,703,973</u>	<u>1,678,474</u>	<u>1,678,474</u>	<u>1,694,303</u>	
	<b>Projected Ending Fund Balance</b>	<u>\$ 1,703,973</u>	<u>\$ 1,678,474</u>	<u>\$ 1,694,303</u>	<u>\$ 1,269,357</u>	<u>\$ 1,456,775</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Community Development**

This fund is used to account for the revenues and expenditures incurred under the City's Community Development Block Grant (CDBG) program. Revenues are received from the Federal Department of Housing and Urban Development (HUD).

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Community Development**

**PROGRAM MANAGER:** Director of Community Development

**PROGRAM DESCRIPTION:**

Administer Community Development Block Grant funds according to federally mandated guidelines required By HUD

**SERVICES:**

- ✚ To provide 15% of allocated funds to Public Service Agencies, through a sub-recipient agreement (as approved by City Council), their monitoring and their reporting as required.
- ✚ Provide a Single Family Rehabilitation Program to those residents of Berwyn who qualify under the Federal guidelines.
- ✚ Provide the City of Berwyn funds for infrastructure modifications with the federally designated low-mod population areas.

**City of Berwyn  
Community Development Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
210-4400	Grant Income	\$ 1,084,176	\$ 575,773	\$ 1,041,455	\$ 2,497,363	\$ 3,474,168	\$ 976,805
210-4405	Loan Repayments	143,563	105,233	197,196	132,436	-	(132,436)
210-4800	Interest Income	123	2	1	-	-	-
210-4900	Transfer From Other Funds	24,192	-	-	-	-	-
	Total Community Development Revenues	<u>1,252,054</u>	<u>681,008</u>	<u>1,238,887</u>	<u>2,629,799</u>	<u>3,474,168</u>	<u>844,369</u>
<b>Expenditures</b>							
<b>Administration</b>							
210-42-5000	Community Development - Salaries	\$ 156,798	\$ 163,451	\$ 166,640	\$ 165,867	\$ 171,467	\$ 5,600
210-42-5025	Community Development - Stipends Other	1,200	1,200	1,300	1,200	1,200	-
210-42-5030	Community Development - Sick Day Buy Back	6,322	6,996	5,670	7,627	7,653	26
210-42-5035	Community Development - Benefits	93,990	94,398	96,308	97,684	90,197	(7,487)
210-42-5205	Community Development - Utilities	3,242	4,313	1,341	-	-	-
210-42-5215	Community Development - Telephone	738	1,054	1,319	1,200	1,320	120
210-42-5220	Community Development - Training, Dues, & Publications	1,859	-	-	9,050	7,150	(1,900)
210-42-5225	Community Development - Supplies	513	706	854	800	1,500	700
210-42-5235	Community Development - Postage & Printing	640	5,304	4,130	13,400	4,500	(8,900)
210-42-5290	Community Development - Other General Expenses	3,106	28	30	14,564	35,478	20,914
210-42-5300	Community Development - Professional Services	1,430	25,398	17,759	39,260	26,700	(12,560)
210-42-5400	Community Development - Repairs & Maintenance	792,229	241,170	568,425	881,122	1,688,908	807,786
210-42-5405	Community Development - Copier Maintenance	908	76	59	500	600	100
210-42-5625	Community Development - Internal Service Fund	10,814	12,776	-	10,700	9,630	(1,070)
210-42-5895	Community Development - COVID 19	-	-	-	-	1,050,085	1,050,085
	Total Administration	<u>1,073,789</u>	<u>556,870</u>	<u>863,835</u>	<u>1,242,974</u>	<u>3,096,388</u>	<u>1,853,414</u>
<b>Program Expenditures</b>							
210-42-5105	Community Development - Community Programs	157,961	127,743	133,356	1,386,825	377,585	(1,009,240)
	Total Community Development Expenditures	<u>1,231,750</u>	<u>684,613</u>	<u>997,191</u>	<u>2,629,799</u>	<u>3,473,973</u>	<u>844,174</u>
	Revenues Less Expenditures	\$ 20,304	\$ (3,605)	\$ 241,696	\$ -	\$ 195	\$ 195
	Fund Balance Beginning	<u>(258,340)</u>	<u>(238,036)</u>	<u>(241,641)</u>	<u>(241,641)</u>	<u>55</u>	
	Projected Ending Fund Balance	\$ (238,036)	\$ (241,641)	\$ 55	\$ (241,641)	250	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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## **Foreign Fire Fund**

This fund accounts for the proceeds and spending of the foreign fire insurance tax. This fund is administered by the City's Foreign Fire Insurance Board. The board consists of the City's Fire Chief and three officers elected by the City's fire department staff. Funds must be used for the benefit of the Fire Department.



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**PROGRAM MANAGER:** Foreign Fire Tax Board

**PROGRAM DESCRIPTION:**

The Berwyn Foreign Fire Tax Board shall consist of five members to be elected by the members of the Berwyn Fire Department. The offices shall consist of a President, Secretary-Treasurer and three Trustees (one from each shift). The terms of each office shall be two years and elections shall be staggered.

**BUDGET SUMMARY:**

The Foreign Fire Tax Board's general expense account varies annually based on the dollar amount collected by the Illinois Municipal League.

**City of Berwyn  
Foreign Fire Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
255-4055	Foreign Fire - Insurance Tax	\$ 54,037	\$ 48,528	\$ 53,500	\$ 50,505	\$ 56,240	\$ 5,735
255-4800	Foreign Fire - Interest Income	21	-	-	-	-	-
	Total Foreign Fire Revenues	<u>54,058</u>	<u>48,528</u>	<u>53,500</u>	<u>50,505</u>	<u>56,240</u>	<u>5,735</u>
<b>Expenditures</b>							
255-5220	Foreign Fire - Training, Dues, & Publications	\$ -	\$ -	\$ 8,000	\$ 10,000	\$ 10,000	\$ -
255-5225	Foreign Fire - Supplies	15,120	8,631	7,000	7,000	8,000	1,000
255-5290	Foreign Fire - Other General Expenses	7,878	6,855	5,000	5,000	5,000	-
255-5400	Foreign Fire - Repairs	711	501	4,000	7,000	8,000	1,000
255-5500	Foreign Fire - Equipment	32,559	34,068	24,000	22,000	24,000	2,000
255-5800	Foreign Fire - Capital	-	-	1,751	1,000	1,240	240
	Total Foreign Fire Expenditures	<u>56,268</u>	<u>50,055</u>	<u>49,751</u>	<u>52,000</u>	<u>56,240</u>	<u>4,240</u>
	Revenues Less Expenditures	(2,210)	(1,527)	3,749	(1,495)	-	<u>\$ 1,495</u>
	Fund Balance Beginning	<u>61,064</u>	<u>58,854</u>	<u>57,327</u>	<u>57,327</u>	<u>61,076</u>	
	Projected Ending Fund Balance	<u>\$ 58,854</u>	<u>\$ 57,327</u>	<u>\$ 61,076</u>	<u>\$ 55,832</u>	<u>\$ 61,076</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Motor Fuel Tax Fund**

This fund is used to account for the proceeds received from the State for the City's share of motor fuel taxes. Spending within this fund is restricted by state regulations. Generally speaking, expenditures are for the maintenance and improvement of City streets. The City annually prepares a plan for the subsequent year's spending which is then submitted to the state for approval.

**City of Berwyn  
Motor Fuel Tax Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
215-4250	MFT - Reimbursements	\$ -	\$ -	\$ 185,745	\$ -	\$ -	\$ -
215-4400	MFT - Grant Revenue	-	1,244,640	1,244,639	-	1,244,639	1,244,639
215-4410	MFT - State Allotment	1,868,822	2,160,371	2,288,066	2,590,900	1,500,000	(1,090,900)
215-4800	MFT - Interest Income	46,139	24,904	1,131	20,000	-	(20,000)
	Total MFT Revenues	<u>1,914,961</u>	<u>3,429,915</u>	<u>3,719,581</u>	<u>2,610,900</u>	<u>2,744,639</u>	<u>133,739</u>
<b>Expenditures</b>							
215-5205	MFT - Utilities	\$ 413,448	\$ 408,625	\$ 421,375	\$ 372,000	\$ 425,000	\$ 53,000
215-5225	MFT - Supplies	8,182	-	-	-	-	-
215-5225-05	MFT - Rock Salt	162,655	228,989	156,422	239,400	250,000	10,600
215-5300	MFT - Professional services	127,626	611,447	7,734	104,500	110,000	5,500
215-5400-02	MFT - Repair & Maintenance Street/Sidewalk	615,099	476,740	2,040,233	1,350,000	1,400,000	50,000
215-5400-03	MFT - Repair & Maintenance Traffic Control	433,370	323,356	578,186	525,000	550,000	25,000
215-5800	MFT - Capital Projects (Project Construction)	229,241	-	-	-	-	-
	Total MFT Expenditures	<u>1,989,621</u>	<u>2,105,503</u>	<u>3,203,950</u>	<u>2,590,900</u>	<u>2,735,000</u>	<u>144,100</u>
	Revenues less Expenditures	(74,660)	1,324,412	515,631	20,000	9,639	<u>\$ (10,361)</u>
	Fund Balance Beginning	<u>2,054,336</u>	<u>1,979,676</u>	<u>3,304,088</u>	<u>3,304,088</u>	<u>3,819,719</u>	
	Projected Ending Fund Balance	<u>\$ 1,979,676</u>	<u>\$ 3,304,088</u>	<u>\$ 3,819,719</u>	<u>\$ 3,324,088</u>	<u>\$ 3,829,358</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**South Berwyn Corridor  
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the South Berwyn TIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on January 28, 1997. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn  
South Berwyn TIF Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
220-4000	Property Taxes - South Berwyn TIF	\$ 988,351	\$ 1,091,754	\$ 1,514,890	\$ 1,220,284	\$ 1,124,507	\$ (95,777)
220-4800	Interest Income	2,213	1,813	7,079	-	-	-
220-4915	Debt Proceeds	-	7,140,000	-	-	-	-
	Total South Berwyn TIF Revenues	<u>990,564</u>	<u>8,233,567</u>	<u>1,521,969</u>	<u>1,220,284</u>	<u>1,124,507</u>	<u>(95,777)</u>
<b>Expenditures</b>							
220-5200	TIF Management Services - BDC	\$ 120,294	\$ 219,190	\$ 367,663	\$ 292,253	\$ 301,021	\$ -
220-5700	Sedgwick Project Installment Note - Principal	-	-	-	-	345,000	345,000
220-5705	Sedgwick Project Installment Note - Interest	-	-	130,926	130,926	305,200	174,274
220-5790	Bond Issuance Cost	-	244,820	-	-	-	-
220-5800	South Berwyn Corridor TIF - Expenses	86,259	102,771	128,534	293,957	222,349	(71,608)
220-5900	Transfer to Bond & Interest for Garage Debt/Ridgeland TIF	-	-	-	-	-	-
		<u>536,167</u>	<u>536,167</u>	<u>586,190</u>	<u>586,190</u>	<u>-</u>	<u>(586,190)</u>
	Total South Berwyn TIF Expenditures	<u>742,720</u>	<u>1,102,948</u>	<u>1,213,313</u>	<u>1,303,326</u>	<u>1,173,570</u>	<u>(138,524)</u>
	Revenues less Expenditures	247,844	7,130,619	308,656	(83,042)	(49,063)	<u>\$ 42,747</u>
	Fund Balance Beginning	<u>(125,003)</u>	<u>122,841</u>	<u>7,253,460</u>	<u>7,253,460</u>	<u>7,562,116</u>	
	Projected Ending Fund Balance	<u>\$ 122,841</u>	<u>\$ 7,253,460</u>	<u>\$ 7,562,116</u>	<u>\$ 7,170,418</u>	<u>\$ 7,513,053</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Ridgeland  
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the RidgelandTIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on February 25, 2020. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn  
Ridgeland TIF Fund  
2022 Budget**

Account Number	Account Name	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>						
221-4000	Property Taxes - Ridgeland TIF	\$ -	\$ 13,175	\$ -	\$ -	\$ -
221-4250	Reimbursements	<u>-</u>	<u>50,000</u>	<u>50,000</u>	<u>-</u>	<u>(50,000)</u>
	Total Ridgeland TIF Revenues	<u>-</u>	<u>63,175</u>	<u>50,000</u>	<u>-</u>	<u>(50,000)</u>
<b>Expenditures</b>						
221-5800	Ridgeland TIF - Expenses	<u>2,025</u>	<u>17,118</u>	<u>50,000</u>	<u>-</u>	<u>(50,000)</u>
	Total Ridgeland TIF Expenditures	<u>2,025</u>	<u>17,118</u>	<u>50,000</u>	<u>-</u>	<u>(50,000)</u>
	Revenues less Expenditures	(2,025)	46,057	-	-	<u>\$ -</u>
	Fund Balance Beginning	<u>-</u>	<u>-</u>	<u>(2,025)</u>	<u>46,057</u>	
	Projected Ending Fund Balance	<u>\$ (2,025)</u>	<u>\$ 46,057</u>	<u>\$ (2,025)</u>	<u>\$ 46,057</u>	



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Harlem Avenue  
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the Harlem Avenue TIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on January 1, 2012. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn  
Harlem TIF  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
223-4000	Property Taxes - Harlem Ave.	\$ 696,910	\$ 2,008,185	\$ 1,678,696	\$ 1,545,000	\$ 1,591,350	\$ 46,350
223-4800	Interest Income	<u>1,666</u>	<u>1,598</u>	<u>876</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Harlem TIF Revenues	<u>698,576</u>	<u>2,009,783</u>	<u>1,679,572</u>	<u>1,545,000</u>	<u>1,591,350</u>	<u>46,350</u>
<b>Expenditures</b>							
223-5200	TIF Management Services - BDC	\$ 695,183	\$ 277,516	\$ 463,505	\$ 370,021	\$ 381,122	\$ 11,101
223-5700	TIF Principal Expenses	107,800	112,528	102,504	117,788	123,067	5,279
223-5705	TIF Interest Expenses	65,363	60,634	27,368	55,374	50,096	(5,278)
223-5800	Harlem Avenue - TIF Expenses	<u>246,939</u>	<u>337,681</u>	<u>337,822</u>	<u>1,001,816</u>	<u>1,037,065</u>	<u>35,249</u>
	Total Harlem TIF Expenditures	<u>1,115,285</u>	<u>788,359</u>	<u>931,199</u>	<u>1,544,999</u>	<u>1,591,350</u>	<u>46,351</u>
	Revenues less Expenditures	(416,709)	1,221,424	748,373	1	-	<u>\$ (1)</u>
	Fund Balance Beginning	<u>199,507</u>	<u>(217,202)</u>	<u>1,004,222</u>	<u>1,004,222</u>	<u>1,752,595</u>	
	Projected Ending Fund Balance	<u>\$ (217,202)</u>	<u>\$ 1,004,222</u>	<u>\$ 1,752,595</u>	<u>\$ 1,004,223</u>	<u>\$ 1,752,595</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Roosevelt Road  
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the Roosevelt Road TIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on January 28, 1997. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn  
Roosevelt TIF  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
230-4000	Property Taxes - Roosevelt Road	\$ 591,193	\$ 716,123	\$ 734,010	\$ 783,836	\$ 737,607	\$ (46,229)
230-4800	Interest Income	1,026	778	106	-	-	-
	Total Roosevelt TIF Revenues	<u>592,219</u>	<u>716,901</u>	<u>734,116</u>	<u>783,836</u>	<u>737,607</u>	<u>(46,229)</u>
<b>Expenditures</b>							
230-5200	TIF Management Services - BDC	\$ -	\$ 127,691	\$ 233,931	\$ 187,726	\$ 193,357	\$ 5,631
230-5700	Debt Expenses	-	-	300,000	300,000	-	(300,000)
230-5705	TIF Interest Expenses	15,000	15,000	1,250	1,250	-	(1,250)
230-5800	Roosevelt Road - TIF Expenses	90,850	102,679	282,094	617,286	544,249	(73,037)
230-5900	Transfer to Bond and Interest	293,395	286,825	-	-	-	-
	Total Roosevelt TIF Expenditures	<u>399,245</u>	<u>532,195</u>	<u>817,275</u>	<u>1,106,262</u>	<u>737,606</u>	<u>(368,656)</u>
	Revenues less Expenditures	192,974	184,706	(83,159)	(322,426)	1	<u>\$ 322,427</u>
	Fund Balance Beginning	<u>2,718</u>	<u>195,692</u>	<u>380,398</u>	<u>380,398</u>	<u>297,239</u>	
	Projected Ending Fund Balance	<u>\$ 195,692</u>	<u>\$ 380,398</u>	<u>\$ 297,239</u>	<u>\$ 57,972</u>	<u>\$ 297,240</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Capital Projects Fund**

The City has established a Capital Projects Fund. This fund was established to account for the proceeds from various bond issuances. The attached budget represents an annualized department budget for all expenditures which are anticipated to be funded with debt proceeds.

**City of Berwyn  
Capital Projects Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
400-26-4250	Public Works - Reimbursements	\$ -	\$ 7,441	\$ 215,436	\$ -	\$ -	\$ -
400-4800	Interest Income	4,146	1,510	185	-	-	-
400-4900	Transfer from Other Funds	<u>200,000</u>	<u>-</u>	<u>180,000</u>	<u>180,000</u>	<u>280,000</u>	<u>100,000</u>
	Total Capital Projects Revenues	<u>204,146</u>	<u>8,951</u>	<u>395,621</u>	<u>180,000</u>	<u>280,000</u>	<u>100,000</u>
<b>Expenditures</b>							
400-18-5800	Fire Capital	\$ 39,342	\$ 253,524	\$ -	\$ -	\$ -	\$ -
400-20-5800	Police Capital	50,891	375,042	246,358	270,000	230,000	(40,000)
400-26-5800	Public Works Capital	-	253,103	215,436	75,000	150,000	75,000
400-32-5800	Recreation Capital	<u>-</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>100,000</u>	<u>-</u>
	Total Capital Projects Expenditures	<u>90,233</u>	<u>881,669</u>	<u>461,794</u>	<u>445,000</u>	<u>480,000</u>	<u>35,000</u>
	Revenues Less Expenditures	113,913	(872,718)	(66,173)	(265,000)	(200,000)	<u>\$ 65,000</u>
	Net Assets Beginning	<u>1,027,117</u>	<u>1,141,030</u>	<u>268,312</u>	<u>268,312</u>	<u>202,139</u>	
	Projected Ending Net Assets	<u>\$ 1,141,030</u>	<u>\$ 268,312</u>	<u>\$ 202,139</u>	<u>\$ 3,312</u>	<u>\$ 2,139</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**American Rescue Plan (ARP)**

**PROGRAM MANAGER:** City Administration

**PROGRAM DESCRIPTION:**

The American Rescue Plan was enacted by the federal government in March 11, 2021 to provide needed relief to state, local, and Tribal governments to enable them to continue to support the public health response and lay the foundation for a strong and equitable economic recovery.

It allowed local governments to address the revenue losses they have experienced as a result of the COVID 19 global pandemic including covering the costs incurred due responding to the public health emergency and provide support for a recovery – including through assistance to households, small businesses and nonprofits, aid to impacted industries, and support for essential workers. It provides resources for state, local, and Tribal governments to invest in infrastructure, including water, sewer, and broadband services.

In 2021, the City of was allocated about \$32 million of which \$16 million was received. The remaining \$16 million is scheduled to be received in May 2022.

The City has presented the plan and obtained approval from City Council to direct the ARP funds toward the following eligible expenditures:

1. Costs to respond to the public health emergency with respect to COVID-19 or its negative economic impacts, including assistance to households, small businesses and nonprofits, or aid to impacted industries such as tourism, travel and hospitality;
2. Costs to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the municipality that perform essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
3. Costs for the provision of government services to the extent of the reduction in revenue of a municipality due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the municipality; or,
4. Costs to make necessary investments in water, sewer and broadband infrastructure.

**City of Berwyn  
American Rescue Plan (ARP)  
2022 Budget**

Account Number	Account Name	2021 Projected	2022 Budget	Requested Budget Change
<b>Revenues</b>				
410-4400	ARP Allocation Grant Revenue	\$ 15,971,880	\$ 15,950,000	\$ (21,880)
410-4800	Interest Income	<u>1,028.00</u>	<u>10,000.00</u>	<u>8,972</u>
	Total Capital Projects Revenues	<u>15,972,908</u>	<u>15,960,000</u>	<u>(12,908)</u>
<b>Expenditures</b>				
410-16-5800	IT Capital	\$ -	\$ 1,525,000	\$ 1,525,000
410-18-5800	Fire Capital	-	1,260,000	1,260,000
410-20-5800	Police Capital	208,209	4,126,671	3,918,462
410-26-5800	Public Works Capital	<u>-</u>	<u>24,802,000</u>	<u>24,802,000</u>
	Total Capital Projects Expenditures	<u>208,209</u>	<u>31,713,671</u>	<u>31,505,462</u>
	Revenues Less Expenditures	15,764,699	(15,753,671)	<u>\$ (31,518,370)</u>
	Net Assets Beginning	<u>-</u>	<u>15,764,699</u>	
	Projected Ending Net Assets	<u>\$ 15,764,699</u>	<u>\$ 11,028</u>	



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Debt Service Fund**

The Debt Service Fund is used to accumulate resources for the repayment of the City's long-term obligations, including general obligation debt. As a home-rule municipality, the City is not subject to debt limits.

**City of Berwyn  
Debt Service Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
300-4000	Bond & Interest - Property Tax Revenue	\$ 7,118,010	\$ 7,632,647	\$ 7,928,293	\$ 8,103,161	\$ 8,603,161	\$ 500,000
300-4800	Interest Income	3,252	6,796	253	-	-	-
300-4915	Bond/Line of Credit Proceeds	-	3,850,000	3,000,000	3,000,000	15,264,814	12,264,814
300-4900	Transfer from Other Funds	<u>3,361,783</u>	<u>2,108,931</u>	<u>1,822,129</u>	<u>1,822,129</u>	<u>1,651,464</u>	<u>(170,665)</u>
	Total Debt Service Revenues	<u>10,483,045</u>	<u>13,598,374</u>	<u>12,750,675</u>	<u>12,925,290</u>	<u>25,519,439</u>	<u>12,594,149</u>
<b>Expenditures</b>							
300-5200	Administrative Expenses	\$ 128,065	\$ 23,700	\$ 1,554	\$ -	\$ 43,000	\$ 43,000
300-5700	Principal Expense	15,156,691	157,634	-	-	6,850,000	6,850,000
300-5705	Interest Expense	131,764	34,692	102,500	-	8,590	8,590
300-5700-08	Principal G.O. Bond Series 2007A	-	-	-	-	900,000	900,000
300-5705-07	Interest G.O. Bond Series 2007A	144,808	45,000	45,000	45,000	8,750	(36,250)
300-5700-08	Principal G.O. Bond Series 2007B	2,875,000	2,905,000	3,255,000	3,255,000	550,000	(2,705,000)
300-5705-08	Interest G.O. Bond Series 2007B	615,888	388,509	220,310	220,309	31,845	(188,464)
300-5700-09	Principal G.O. Bond Series 2008	-	-	-	-	2,100,000	2,100,000
300-5705-09	Interest G.O. Bond Series 2008	166,528	92,400	92,400	92,400	14,117	(78,283)
300-5700-08	Principal G.O. Bond Series 2007A	-	-	-	-	345,000	345,000
300-5705-10	Interest G.O. Bonds Series 2009	16,388	16,388	16,388	16,388	2,504	(13,884)
300-5700-11	Principal G.O. Bonds Series 2010	200,000	4,050,000	250,000	-	3,680,000	3,680,000
300-5705-11	Interest G.O. Bonds Series 2010	362,500	354,500	154,000	170,250	27,691	(142,559)
300-5700-12	Principal G.O. Bonds Series 2011	-	-	3,000,000	3,000,000	3,625,000	-
300-5705-12	Interest G.O. Bonds Series 2011	235,350	235,350	235,350	235,350	24,234	(211,116)
300-5705-13	Interest G.O. Bonds Series 2012	277,595	277,595	277,595	277,595	277,595	-
300-5705-14	Interest G.O. Bonds Series 2013A	285,250	285,250	285,250	285,250	285,250	-
300-5705-15	Interest G.O. Bonds Series 2013B	224,529	-	-	-	-	-
300-5705-16	Interest G.O. Bonds Series 2014	213,500	213,500	213,500	213,500	213,500	-
300-5705-17	Interest G.O. Bonds Series 2015A	1,629,263	1,629,263	1,629,263	1,629,263	1,629,263	-
300-5705-18	Interest G.O. Bonds Series 2015B	189,094	189,094	189,094	189,094	189,094	-
300-5700-20	Principal G.O. Bonds Series 2016A	270,000	285,000	-	-	-	-
300-5705-20	Interest G.O. Bonds Series 2016A	895,825	885,025	873,625	873,625	873,625	-
300-5705-21	Interest G.O. Bonds Series 2022A	-	-	-	1,136,327	2,961,397	1,825,070
300-5705-22	Interest G.O. Bonds Series 2022B	-	-	-	-	306,000	306,000
300-5705-50	Pension Bond Expense	-	-	-	-	1,585,000	1,585,000
300-5790	Bond Issuance Cost	-	-	64,950	-	429,178	429,178
300-5905	Transfer to Escrow	<u>33,686,730</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Debt Service Expenditures	<u>57,704,768</u>	<u>12,067,900</u>	<u>10,905,779</u>	<u>11,639,351</u>	<u>26,960,633</u>	<u>14,696,282</u>
	Revenues Less Expenditures	(47,221,723)	1,530,474	1,844,896	1,285,939	(1,441,194)	<u>\$ (2,102,133)</u>
	Fund Balance Beginning	<u>64,873</u>	<u>(47,156,850)</u>	<u>(45,626,376)</u>	<u>(45,626,376)</u>	<u>(43,781,480)</u>	
	Projected Ending Fund Balance	<u>\$ (47,156,850)</u>	<u>\$ (45,626,376)</u>	<u>\$ (43,781,480)</u>	<u>\$ (44,340,437)</u>	<u>\$ (45,222,674)</u>	

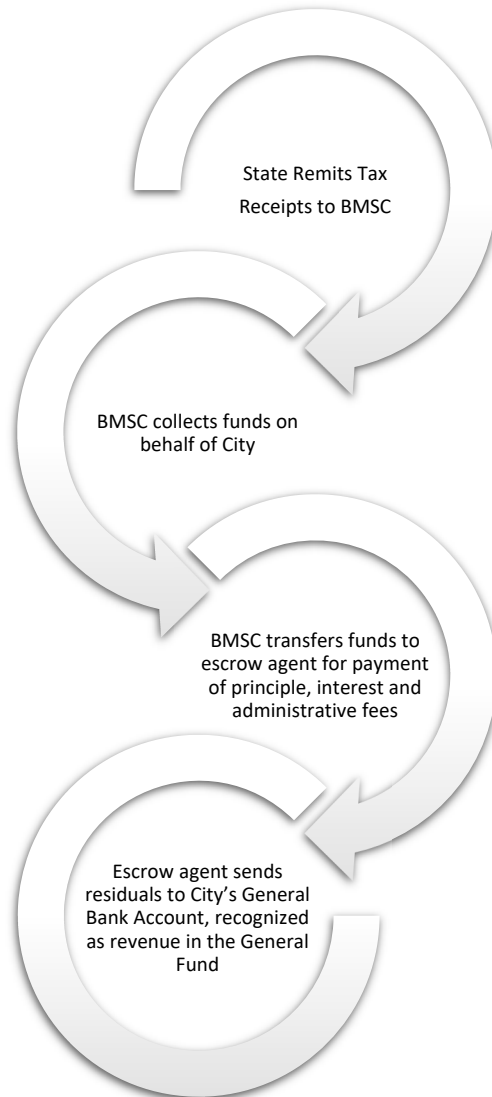
**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Berwyn Municipal Securitization Corporation**

In order to facilitate the payment of the Police, Fire, and Refunding bonds issued in March of 2019, the City established an entity (Berwyn Municipal Securitization Corporation or BMSC) that manages the receipt of state income, local use, 1% sales, and home rule taxes along with payment of the interest and principal for the bonds. Previously, those taxes were directly received in the General Fund. Going forward, the Corporation will accumulate the funds necessary for the required debt service payment in addition to the entity's administration costs. The residual funds are then transferred to the City's General Fund.



**City of Berwyn**  
**Berwyn Municipal Securitization Corporation Fund (BMSC)**  
**2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
305-4010	BMSC - Taxes - State Income	\$ 7,629,846	\$ 6,239,091	\$ 7,667,702	\$ 6,300,000	\$ 7,250,000	\$ 950,000
305-4011	BMSC - Taxes - State Local Use	-	2,529,919	1,715,323	2,500,000	2,100,000	(400,000)
305-4015	BMSC - Taxes - Taxes - 1% State Sales	4,459,522	4,392,484	5,138,721	4,500,000	5,400,000	900,000
305-4020	BMSC - Taxes - Taxes - Home Rule Sales	3,923,845	4,570,878	6,180,781	4,750,000	6,000,000	1,250,000
305-4800	BMSC - Interest Income	46,560	10,287	200	200	200	-
305-4915	BMSC - Debt Proceeds	79,970,000	-	-	-	-	-
305-4917	BMSC - Bond Issue Premium	924,187	-	-	-	-	-
	Total BMSC Revenues	<u>\$ 96,953,960</u>	<u>\$ 17,742,659</u>	<u>\$ 20,702,727</u>	<u>\$ 18,050,200</u>	<u>\$ 20,750,200</u>	<u>\$ 2,700,000</u>
<b>Expenditures</b>							
305-5300	Professional Services	\$ 97,500	\$ 89,850	\$ 92,556	\$ 92,556	\$ 97,340	\$ 4,784
305-5705-22	Interest Expense 2019 Series	1,338,703	4,462,342	4,462,342	4,462,342	4,462,342	-
305-5790	Bond Issuance Cost	696,369	-	-	-	-	-
305-5900	Transfer to Other Funds (Gen Fund)	9,866,379	12,972,058	16,147,829	13,495,302	16,190,518	2,695,216
305-5901	Deferred Outflow Amortization	1,026,609	2,004,683	2,004,683	2,004,683	2,004,683	-
	Total BMSC Expenditures	<u>\$ 13,025,560</u>	<u>\$ 19,528,933</u>	<u>\$ 22,707,410</u>	<u>\$ 20,054,883</u>	<u>\$ 22,754,883</u>	<u>\$ 2,695,216</u>
	Revenues Less Expenditures	<u>\$ 83,928,400</u>	<u>\$ (1,786,274)</u>	<u>\$ (2,004,683)</u>	<u>\$ (2,004,683)</u>	<u>\$ (2,004,683)</u>	<u>\$ 4,784</u>
	Fund Balance Beginning	<u>-</u>	<u>83,928,400</u>	<u>83,928,400</u>	<u>83,928,400</u>	<u>81,923,717</u>	
	Projected Ending Fund Balance	<u>\$ 83,928,400</u>	<u>\$ 82,142,126</u>	<u>\$ 81,923,717</u>	<u>\$ 81,923,717</u>	<u>\$ 79,919,034</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Public Safety Pension Funding (PSPF)**

In accordance with Governmental Accounting Standards (GASB), the City established a fund specifically for the receipt and disbursement of property taxes allocated to the Police and Fire Pension funds along with the amortization of the initial 2019-securitization bond proceeds.

Each year, the annual property taxes levied and received will be offset by the expenditures allocated and delivered to both pension funds. In addition, the amortization of the initial \$79 million in securitization bond proceeds are allocated annually to both PSPF and Debt Service Funds over a 30-year period covering 2019-2049.

Additionally, the fund captures the proceeds and disbursements of the 2022 Police and Fire Pension Bond issued in January 2022. Unlike the securitization bond issued in 2019, the principal and interest payment due will be recorded in the City's Debt Service Fund.

**City of Berwyn**  
**Public Safety Pension Funding Fund (PSPF)**  
**2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
310-18-4000	PSPF - Taxes - Fire Pension Property Taxes	\$ 1,241,734	\$ 1,234,622	\$ 1,410,661	\$ 1,444,753	\$ 1,444,753	\$ -
310-20-4000	PSPF - Taxes - Police Pension Property Taxes	1,498,158	1,486,832	1,532,540	1,569,008	1,569,008	-
310-4800	PSPF - Interest Income	712	1,639	39	-	-	-
310-4900	Transfer In- Berwyn Securitization Deferred Outflow	370,196	718,744	718,744	718,744	718,744	-
310-4915	Transfer In- Pension Bond Proceeds	-	-	-	-	83,223,700	83,223,700
	Total PSPF Revenues	<u>\$ 3,110,800</u>	<u>\$ 3,441,837</u>	<u>\$ 3,661,984</u>	<u>\$ 3,732,505</u>	<u>\$ 86,956,205</u>	<u>\$ 83,223,700</u>
<b>Expenditures</b>							
310-18-5045	Fire Pension Expense	\$ 16,241,734	\$ 1,234,622	\$ 1,410,680	\$ 1,444,753	\$ 46,629,479	\$ 45,184,726
310-20-5045	Police Pension Expense	16,498,158	1,486,832	1,532,561	1,569,008	33,607,982	32,038,974
310-5200	PSPF Administrative Expense	70	-	-	-	-	-
	Total PSPF Expenditures	<u>32,739,962</u>	<u>2,721,454</u>	<u>2,943,241</u>	<u>3,013,761</u>	<u>80,237,461</u>	<u>77,223,700</u>
	Revenues Less Expenditures	(29,629,162)	720,383	718,743	718,744	6,718,744	<u>\$ 6,000,000</u>
	Fund Balance Beginning	-	(29,629,162)	(28,908,779)	(28,908,779)	(28,190,036)	
	Projected Ending Fund Balance	<u>\$ (29,629,162)</u>	<u>\$ (28,908,779)</u>	<u>\$ (28,190,036)</u>	<u>\$ (28,190,035)</u>	<u>\$ (21,471,292)</u>	

**City of Berwyn  
2021  
Annual Budget**

For the Fiscal Year Beginning January 1, 2021

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**Utilities Fund**

This fund is used to pay for the City's water, sewer, and garbage operations. Revenues primarily represent charges for services paid by water, sewer, and garbage customers. Expenses represent the costs of providing water, sewer, and garbage service within the City's boundaries.

**City of Berwyn  
Utilities Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
<b>Water and Sewer Revenues</b>							
500-4250	Reimbursements	19,658	-	-	-	-	-
500-4275	Water Sales - Commercial	3,924,767	4,112,390	4,301,737	4,722,008	5,099,769	377,761
500-4280	Water Sales - Residential	7,577,239	8,568,863	8,745,211	8,425,305	9,099,329	674,024
500-4285	Plumbing Inspection	-	-	-	-	-	-
500-4290	Sales, Meter	90,930	82,540	89,705	59,907	59,907	-
500-4295	Parkway Use	-	-	-	-	-	-
500-4305	Fees, Tap	(1,000)	-	-	-	-	-
500-4355	Fines, Other	1,455,471	330,511	664,918	580,000	750,000	170,000
500-4400	Grant Revenue	-	-	-	-	-	-
500-4800	Interest Income	1,149	(1,035)	(73)	2,000	2,000	-
500-4820	Sale of City Property	-	-	-	-	-	-
500-4830	Damage to City Property	-	-	-	-	-	-
500-4835	Miscellaneous	31,194	15,756	8,750	28,464	28,464	-
500-4900	Transfer from Other Funds	449,886	-	-	-	-	-
	<b>Total Water and Sewer Revenues</b>	<b>13,549,294</b>	<b>13,109,025</b>	<b>13,810,248</b>	<b>13,817,684</b>	<b>15,039,469</b>	<b>1,221,785</b>
<b>Garbage Revenues</b>							
500-36-4300	Fees - Garbage	\$ 4,830,182	\$ 4,979,895	\$ 5,118,580	\$ 5,175,997	\$ 5,351,981	\$ 175,984
500-36-4355	Fines - Garbage	186,239	95,978	167,150	150,000	150,000	-
	<b>Total Garbage Revenues</b>	<b>5,016,421</b>	<b>5,075,873</b>	<b>5,285,730</b>	<b>5,325,997</b>	<b>5,501,981</b>	<b>175,984</b>
	<b>Total Utilities Fund Revenues</b>	<b>18,565,715</b>	<b>18,184,898</b>	<b>19,095,978</b>	<b>19,143,681</b>	<b>20,541,450</b>	<b>1,397,769</b>
<b>Expenditures</b>							
<b>Water and Sewer Expenditures</b>							
500-44-5000	Water and Sewer - Salaries	\$ 1,262,344	\$ 1,146,184	\$ 1,126,407	\$ 1,347,672	\$ 1,441,509	\$ 93,837
500-44-5010	Water and Sewer - Overtime	130,336	120,818	163,767	120,160	130,000	9,840
500-44-5015	Water and Sewer - Uniform Stipend	9,219	6,505	7,410	11,512	14,000	2,488
500-44-5020	Water and Sewer - Education Stipend	-	-	77	-	-	-
500-44-5025	Water and Sewer - Other Stipends	18,084	9,387	9,184	11,338	11,338	-
500-44-5030	Water and Sewer - Sick Day Buyback	24,078	47,036	31,759	28,329	28,333	4
500-44-5035	Water and Sewer - Benefits	636,773	698,680	683,451	858,441	816,870	(41,571)
500-44-5205	Water and Sewer - Utilities	62,031	54,239	53,260	74,030	74,030	-
500-44-5210	Water and Sewer - Vehicle Gas and Oil	52,787	36,476	63	55,604	65,000	9,396
500-44-5215	Water and Sewer - Telephone	10,109	9,068	18,007	9,000	9,000	-
500-44-5220	Water and Sewer - Training, Dues & Publications	5,215	6,503	6,927	25,000	25,000	-
500-44-5225	Water and Sewer - Supplies	237,723	178,725	199,717	332,057	332,057	-
500-44-5235	Water and Sewer - Postage & Printing	38,552	53,181	43,470	55,000	55,000	-
500-44-5290	Water and Sewer - Other General Expenses	1,521	4,014	570	5,000	5,000	-
500-44-5300	Water and Sewer - Professional Services	330,972	244,170	545,017	436,960	584,243	147,283
500-44-5400	Water and Sewer - Repairs & Maintenance	82,505	139,168	53,888	290,000	290,000	-
500-44-5405	Water and Sewer - Copier Maintenance	918	102	509	1,322	1,322	-
500-44-5500	Water and Sewer - Equipment	-	-	905	1,250	1,500	250
500-44-5505	Water and Sewer - Equipment Lease	23,127	35,253	56,153	52,645	76,042	23,397
500-44-5600	Water and Sewer - Cost of Water	6,956,746	7,251,252	7,557,721	7,489,644	7,714,333	224,689
500-44-5605	Water and Sewer - Water Chemical Treatment	25,739	6,962	1,320	27,685	27,685	-
500-44-5625	Water and Sewer - Internal Service Fund	145,588	242,189	138,002	157,717	141,945	(15,772)
500-44-5690	Water and Sewer - Interdepartmental Charge	1,233,737	1,276,234	1,312,500	1,312,500	1,312,500	-
500-44-5705	Water and Sewer - Interest Expense	307,639	310,364	327,038	338,788	338,788	-
500-44-5710	Water and Sewer - Bad Debt Expense	1,186,521	15,900	374,775	561,058	500,000	(61,058)
500-5790	Water and Sewer - Bond Issuance Cost	-	-	-	-	-	-
500-44-5800	Water and Sewer - Capital Outlay	-	(38,735)	1,210,641	800,000	800,000	-
500-44-5800-41	Water and Sewer - Residential Flood Mitigation Program	33,025	127,750	244,045	250,000	250,000	-
500-44-5850	Water and Sewer - Depreciation	1,242,300	1,265,729	-	-	-	-
500-44-5895-01	Water and Sewer - COVID-19	-	132	-	-	-	-
	<b>Total Water and Sewer Expenditures</b>	<b>14,057,589</b>	<b>13,247,286</b>	<b>14,166,583</b>	<b>14,652,712</b>	<b>15,045,495</b>	<b>392,783</b>
<b>Garbage Expenditures</b>							
500-36-5300	Garbage - Professional Services	\$ 4,588,756	\$ 4,747,533	\$ 4,868,713	\$ 4,894,832	\$ 5,061,256	\$ 166,424
	<b>Total Garbage Expenditures</b>	<b>4,588,756</b>	<b>4,747,533</b>	<b>4,868,713</b>	<b>4,894,832</b>	<b>5,061,256</b>	<b>166,424</b>
	<b>Total Utilities Fund Expenditures</b>	<b>18,646,345</b>	<b>17,994,819</b>	<b>19,035,296</b>	<b>19,547,544</b>	<b>20,106,751</b>	<b>559,207</b>
	<b>Revenues Less Expenditures</b>	<b>(80,630)</b>	<b>190,079</b>	<b>60,682</b>	<b>(403,863)</b>	<b>434,699</b>	<b>\$ 838,562</b>
	<b>Net Assets Beginning (As Restated)</b>	<b>11,348,418</b>	<b>11,267,788</b>	<b>11,457,867</b>	<b>11,457,867</b>	<b>11,518,549</b>	
	<b>Projected Ending Net Assets</b>	<b>\$ 11,267,788</b>	<b>\$ 11,457,867</b>	<b>\$ 11,518,549</b>	<b>\$ 11,054,004</b>	<b>\$ 11,953,247</b>	



**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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## **Parking Garage Fund**

This fund is used to account for the City's municipal parking garage. Revenues primarily represent charges for services paid by customers parking in the garage. Expenses represent the costs of operating and maintaining the garage.

**City of Berwyn  
Parking Garage Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
550-4120	Permits - Commuter Parking	\$ 45,375	\$ 23,250	\$ 24,350	\$ 30,000	\$ 25,000	\$ (5,000)
550-4210	Commuter Permits	129,135	42,834	30,230	80,000	31,000	(49,000)
550-4815	Retail Rent	33,500	-	-	20,000	-	(20,000)
	Total Parking Garage Revenues	<u>208,010</u>	<u>66,084</u>	<u>54,580</u>	<u>130,000</u>	<u>56,000</u>	<u>(74,000)</u>
<b>Expenditures</b>							
550-5205	Utilities	\$ 17,020	\$ 13,878	\$ 13,693	\$ 22,500	\$ 14,000	\$ (8,500)
550-5225	Supplies	2,120	-	-	1,000	1,000	-
550-5290	Other General Expenses	320	-	-	-	-	-
550-5300	Professional Services	114	-	330	15,000	15,000	-
550-5400	Repairs & Maintenance	14,287	6,167	25,617	15,000	15,000	-
550-5625	Internal Service Charges	2,369	2,795	-	2,002	1,802	(200)
550-5850	Depreciation	233,231	226,365	222,250	-	-	-
	Total Parking Garage Expenditures	<u>269,461</u>	<u>249,205</u>	<u>261,890</u>	<u>55,502</u>	<u>46,802</u>	<u>(8,700)</u>
	Revenues Less Expenditures	(61,451)	(183,121)	(207,310)	74,498	9,198	<u>\$ (65,300)</u>
	Net Assets Beginning	<u>9,974,213</u>	<u>9,912,762</u>	<u>9,729,641</u>	<u>9,729,641</u>	<u>9,522,331</u>	
	Projected Ending Net Assets	<u>\$ 9,912,762</u>	<u>\$ 9,729,641</u>	<u>\$ 9,522,331</u>	<u>\$ 9,804,139</u>	<u>\$ 9,531,529</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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## **Internal Service Fund**

The Internal Service Fund is used to account for the City's self-insurance retention policy that contains catastrophic coverage over certain limits. The City is self insured for workmen's compensation as well as general liability coverage. Interfund charges represent charges to other City funds for insurance coverage. The interfund charges are allocated back to other departments based on a five-year trend of claims incurred for workmen's compensation and based on department total expenditures for general liability insurance coverage.

**City of Berwyn  
Internal Service Fund  
2022 Budget**

Account Number	Account Name	2019 Balance	2020 Balance	2021 Projected	2021 Budget	2022 Budget	Requested Budget Change
<b>Revenues</b>							
600-4250	Reimbursements	\$ -	\$ 6,480	\$ -	\$ -	\$ -	\$ -
600-4302	Interfund Charges	1,056,451	2,777,626	2,070,645	2,366,452	2,129,807	(236,645)
600-4800	Interest Income	-	1,092	-	-	-	-
	Total Revenues	<u>1,056,451</u>	<u>2,785,198</u>	<u>2,070,645</u>	<u>2,366,452</u>	<u>2,129,807</u>	<u>(236,645)</u>
<b>Expenditures</b>							
600-5630	Premiums - Liability Insurance	\$ 335,154	\$ 364,653	\$ 336,524	\$ 367,500	\$ 315,000	\$ (52,500)
600-5640	Premiums - Property Insurance	140,155	148,753	188,679	150,000	190,000	40,000
600-5645	Premiums - Workmen's Compensation	150,511	151,470	157,703	155,000	215,000	60,000
600-5650	Claims - General Liability	128,289	216,072	292,042	181,755	321,085	139,330
600-5655	Claims - Workmen's Compensation	<u>302,346</u>	<u>1,896,780</u>	<u>931,756</u>	<u>1,512,197</u>	<u>1,088,722</u>	<u>(423,475)</u>
	Total Expenditures	<u>1,056,455</u>	<u>2,777,628</u>	<u>1,906,704</u>	<u>2,366,452</u>	<u>2,129,807</u>	<u>(236,645)</u>
	Revenues Less Expenditures	(4)	7,570	163,941	-	-	<u>\$ -</u>
	Net Assets (Deficit) Beginning	<u>100,867</u>	<u>100,863</u>	<u>108,433</u>	<u>108,433</u>	<u>272,374</u>	
	Projected Ending Net Assets (Deficit)	<u>\$ 100,863</u>	<u>\$ 108,433</u>	<u>\$ 272,374</u>	<u>\$ 108,433</u>	<u>\$ 272,374</u>	

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Appendix A**

**Fund Accounting** – A governmental accounting system that is organized and operated on a fund basis.

**Fund Balance** – The assets of a fund less liabilities, as determined at the end of each fiscal year. Any reservations of fund balance are deducted to result in an “unrestricted fund balance”.

**Fund Type** – In governmental accounting, all funds are classified into eight types: General, Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

**General Accepted Accounting Principles (GAAP)** – Uniform minimum standard of guidelines to financial accounting and reporting. They govern the form and content the basic financial statements of an entity. They encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. They provide a standard by which to measure financial presentations.

**GFOA** – Government Finance Officers Association. A professional organization for employees in the government finance industry.

**Grant** – A contribution by a government or other organization to support a particular function. Typically, these contributions are made to local governments from the state and federal governments.

**Home Rule** – It enables voters to adopt a home rule charter that acts as the city's basic governing document over local issues; however, state law continues to prevail over statewide concerns. The goal of municipal home rule is to facilitate local control and minimize state intervention into municipal affairs.

**IMRF** – Illinois Municipal Retirement Fund, a pension plan for employees of member cities within the State of Illinois.

**Interfund Transfers** – Amounts transferred from one fund to another.

**Internal Service Fund** – Fund used to account for the financing of goods or services provided by one department on a cost reimbursement basis. The City of Berwyn uses an internal service fund to allocate costs for workmen’s compensation and general liability insurance.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Appendix A**

**Levy** - To impose taxes, special assessments, or service charges for the support of City services.

**Liabilities** – Debts or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

**Long Term Debt** – Debt with a maturity of more than one year after the date of issuance.

**MABAS** – Mutual Aid Box Alarm System. This system was established to provide a swift, standardized and effective method of mutual aid assistance for extra alarm fires and mass casualty incidents.

**MFT** – Motor Fuel Tax. Represents revenues from the City’s share of gasoline taxes, allotted by the state for street improvements.

**Modified Accrual Basis Accounting** – The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both “measurable” and “available” to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger than normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if offset by interest earnings on special assessment levies and (5) principal and interest on long-term debt which are generally recognized when due.

**Property Taxes** – Used to describe all revenues received in a period from current taxes, delinquent taxes, penalties and interest on delinquent taxes

**Public Hearing** – The portions of open meeting held to present evidence and provide information on both sides of an issue

**Reserve** – An account used to indicate that a portion of fund balance is restricted for a specific purpose. An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

**City of Berwyn  
2022  
Annual Budget**

For the Fiscal Year Beginning January 1, 2022

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**Appendix A**

**Revenues** – All amounts of money earned or received by the City from external sources. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

**Revenue Bonds** – Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance.

**ROI** – Return on Investment. A method to assist management decision making by evaluating the return on various investment alternatives.

**Sales Taxes** – The City receives two types of sales taxes – one from the state and the other from a home-rule sales tax. The state tax rate is 1% and the local home rule sales tax rate is 1.75%.

**User Charges** – The payment of a fee for based on amount of public service provided to the party benefiting from the service.

**Tax Base**–The total value of all real and personal property in the City as of January 1st of each year, as certified. The tax base represents the net value after all exemptions.

**Tax Levy** – The resultant product when the tax rate per one thousand dollars is multiplied by the tax base.

**Tax Rate** – A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable net property valuation.

**Taxes** – Compulsory charges levied by a government for the purpose of financing service performed for the common benefit. The term does not include charges for services rendered only to those paying such charges, for example, water bills.

**TIF** – Tax Increment Financing – the act of capturing the amount of property taxes levied by a taxing unit for the year on the appraised value of real property located within a defined investment zone. The tax increments are paid into the TIF fund and used to pay project costs within the zone, including debt service obligations.