

Item #12:
Village Trustee Weber

Sherry Shlagman

From: Customer Service [cs@kcprint.com]
Sent: Thursday, November 18, 2010 11:18 AM
To: Sherry Shlagman
Subject: RE: Quote

Hi Sherry,

Here is quote you requested:

Printing

2650 Newsletters printing 4/4 on 70# white offset.

11x17 folded and stitched to 8.5x11

8pager \$1,345.00

12pager \$1,895.00

Mailing

Data prep excel file, Inkjet, wafer seal, and drop at Post Office
\$300.00

Postage

Addl.

Again thanks for the opportunity to bid.
If you have an questions please call.

Sincerely

Philip M. Claps

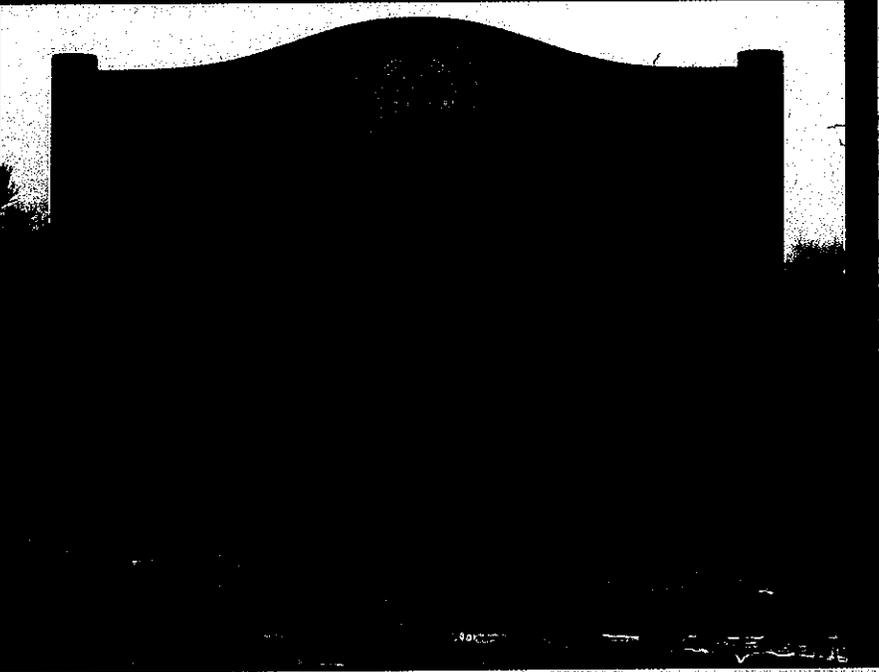


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Bartlett by the Numbers

Village of Bartlett, Illinois

The Village of Bartlett is pleased to present its "Bartlett by the Numbers" financial report. It provides a brief review of the financial condition of the Village as of April 30, 2010, revenue and expenditure history, accomplishments, and the current budget. It is designed to present financial information from the annual audit in an understandable and easy-to-read format. It has been mailed to every resident and business in the Village. It also includes some demographic information and a brief review of the Village's strategic plan.

The Village operates on a fiscal year that runs from May 1st through April 30th. "Bartlett by the Numbers" draws from detailed information found in the April 30, 2010 Comprehensive Annual Financial Report (CAFR). The CAFR was prepared in accordance with Generally Accepted Accounting Principles (GAAP) and audited by an independent auditing firm, receiving an unqualified (or clean) opinion. While the numbers in "Bartlett by the Numbers" come from an audited source, they are presented in an abridged, un-audited, non-GAAP format in order to be a more user-friendly summary of the Village's finances.

Complete copies of the budget and CAFR are available for review at Village Hall, the Bartlett Library, and on the Village web site - www.village.bartlett.il.us. Both the CAFR (for 28 consecutive years) and the budget (for 16 consecutive years) have received awards for outstanding financial reporting from the Government Finance Officers Association.

We appreciate your taking the time to review this report and welcome your comments and suggestions. Do not hesitate to contact us with any questions or comments at 630-837-0800 or via email from the Village web site.

Statement of Net Assets (in thousands)

The Statement of Net Assets is the basic government-wide statement of position. It is designed to provide a picture of the Village's financial position as of the end of the year. The net assets figure represents the amount which the Village owns versus the amount owed. Not included in the statement of net assets are the assets held in the Pension and Bluff City SSA Debt Service Trust Funds. Explanations of specific accounts are listed below.

ASSETS

Cash - Physical cash held in demand deposits, primarily interest bearing, for the purpose of paying expenses.

Investments - Funds not required to pay immediate expenses that are, subject to legal restrictions, invested in a variety of instruments. As of 4/30/2010 funds were invested as follows:

Certificates of Deposit 100%
U.S. Agencies 0%

Receivables - Amounts due the Village but not yet paid. This is mostly unbilled property taxes and water & sewer usage.

Other Assets - Primarily land held for redevelopment in two Village TIF districts. Inventory is also included.

Capital Assets - Investment in streets, water and sewer mains, storm sewers, bridges, public buildings, machinery & equipment, etc.

LIABILITIES

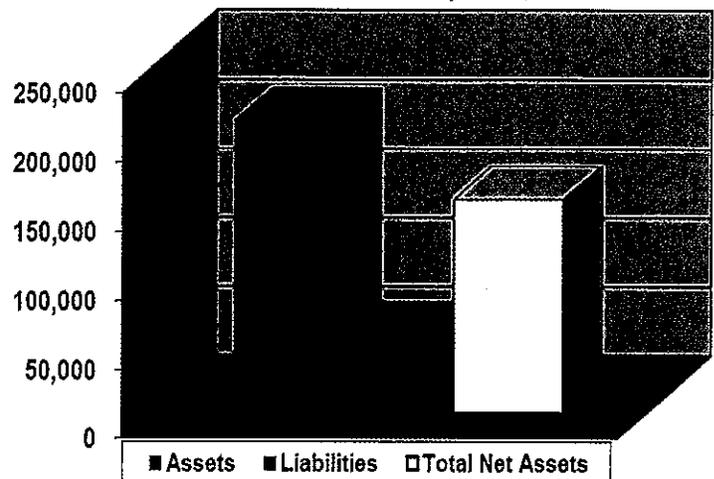
Due Employees and Vendors - Amount owed to individuals and companies who have supplied services or products and have not yet been paid.

Deposits - Amounts paid by developers to be paid to other governmental units or to pay for or guarantee performance of developers' obligations.

TIF Debt - Funds borrowed to finance public improvements in the Brewster Creek Business Park. Debt service on the bonds is an obligation of the properties within the TIF district alone.

General Long Term Debt - Most of this represents general obligation bonds sold to finance public projects.

Village of Bartlett
Assets & Liabilities as of April 30, 2010



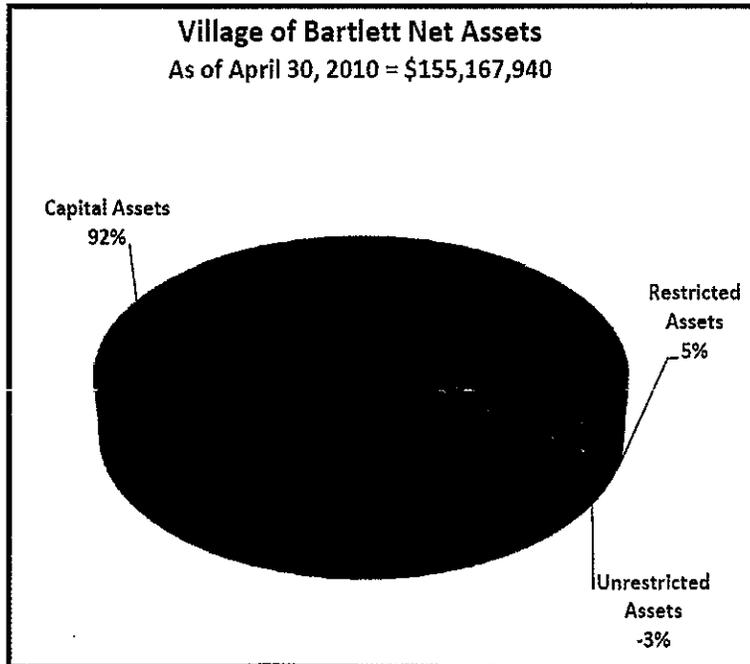
	2008/09	2009/10
Assets		
Cash & Investments	40,040	34,077
Receivables	10,440	10,169
Other Assets	5,487	6,388
Capital Assets	<u>164,717</u>	<u>162,004</u>
Total Assets	220,684	212,638
Liabilities		
Due Employees & vendors	5,146	5,671
Deposits	1,864	1,065
Unearned Revenues	8,338	9,264
TIF Debt	27,066	26,810
General Long-Term Debt	<u>16,147</u>	<u>14,660</u>
Total Liabilities	58,561	57,470
Total Net Assets	162,123	155,168

	2008/09	2009/10
Capital Assets	152,928	152,203
Restricted Assets	10,932	7,777
Unrestricted Assets	-1,737	-4,812
TOTAL NET ASSETS	162,123	155,168

CAPITAL ASSETS

By far, the largest portion of the Village's net assets (\$152.2 million) reflects its investment in capital assets (see list below), less outstanding debt used to acquire or build those assets. While these assets are a necessary part of the Village's services, they can not be liquidated (as is possible in the private sector) to pay for future spending. Who will buy a sewer main?

	in millions of dollars
Land/Land Improvements	60.1
Buildings	20.8
Machinery & Equipment	3.9
Storm Sewers	21.0
Streets/Bridges/Sidewalks	21.6
Water/Sewer Distribution System	33.8
Construction in Progress	0.8
Less Related Debt	(9.8)
Net Capital Assets	152.2



RESTRICTED NET ASSETS

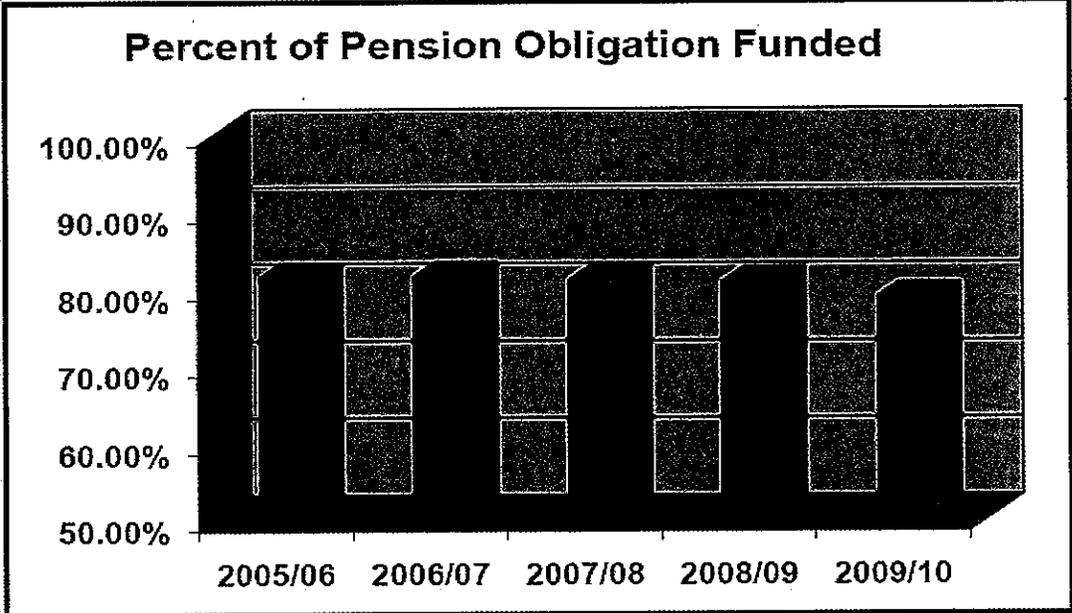
A small portion of the net assets (5%) are subject to restrictions on how they may be used. An example of these restrictions is the Motor Fuel Tax receipt received from the state. Their use is restricted to highways and streets. Some of the assets are also restricted for debt service.

UNRESTRICTED NET ASSETS

Currently unrestricted net assets are negative \$4.8 million. Negative net assets have been accumulated due to debt issuances without a corresponding capital asset (building or infrastructure). For example, the Village issued a general obligation bond in the amount of \$4.545 million for the construction of a west side fire building. The asset/building is owned by the fire department and cannot offset the debt that was incurred for construction. Negative net assets will reverse when the debt is retired and when infrastructure is fully capitalized in the Brewster Creek TIF districts.

Police Pension Trust Fund

This fund is established to provide retirement benefits for sworn police officers of the Village. Benefits are determined by the state. Funding comes from employer and employee contributions and investment earnings. The fund is governed by a five-member board of trustees. Two are appointed by the Village President, one member is elected from among the beneficiaries, and two members are elected from among the current police officers. As of April 30, 2010, the fund is 78.86% funded. By state law, the fund must be 100% funded by 2033. These assets and liabilities are not included in the Statement of Net Assets.



Police Pension Trust Fund		
	2008/09	2009/10
Assets		
Cash & cash equivalents	1,652,114	1,756,848
Prepaid Expenses	0	466
Receivables	91,764	103,486
Investments @ market value	<u>16,166,753</u>	<u>18,512,263</u>
Total Assets	17,910,631	20,373,063
Liabilities		
Accounts payable	<u>16,027</u>	<u>16,048</u>
Net Assets held in trust for pension benefits	17,894,604	20,357,016

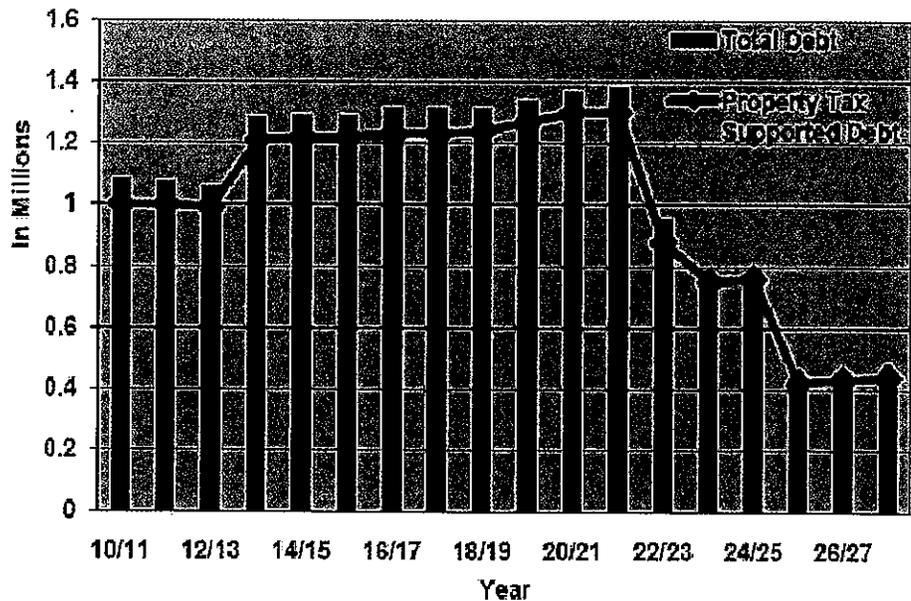
Outstanding General Obligation Debt

General obligation bonds are used to finance major capital projects. In accordance with Village policy, the length of each debt issue cannot exceed the expected useful life of the improvement it finances.

As of 4/30/2010, the Village had two outstanding general obligation bonds for a total indebtedness of \$15,185,000. The Village's bond rating was upgraded to Aa1, the second highest rating available from Moody's Investors Services.

To the right is a chart showing the debt service requirements to maturity of all the outstanding general obligation debt. The Village has a practice of maintaining a level amount of annual property tax to finance debt service. In 2009 the Village refunded its 2002 and 2005 general obligation debt bonds.

Total Debt vs. Property Tax Debt



Where the Money Comes from

The Village's governmental fund revenues totaled \$40.6 million in 2009/10 compared with \$27.6 million in 2008/09. The major difference between the two years is the refunding of the 2002 and 2005 bonds and issuance of developer notes for the Bluff City TIF reclamation project.

The chart to the right shows the distribution of the 2009/10 revenues by major categories. As the chart shows, the Village's revenue stream is diverse, with no single, dominant source. Below is an explanation of the revenues within each of the major categories.

Property Taxes - Revenue from the Village's annual tax levy which supports the General and Debt Service governmental funds.

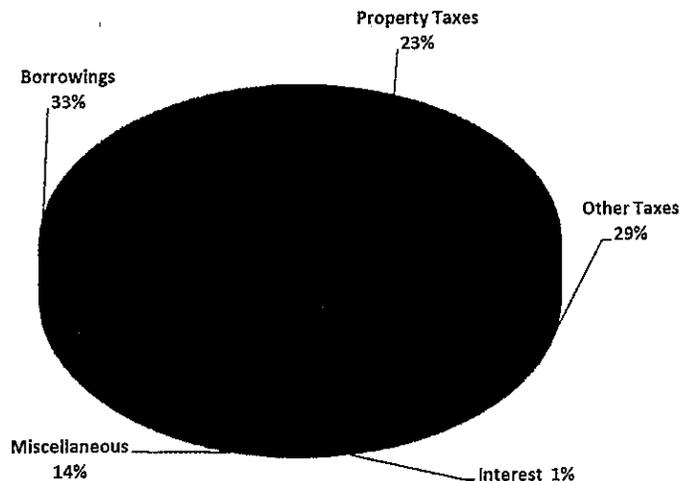
Other Taxes - The largest revenues in this category are income and sales taxes which are collected by the state and shared with municipalities. These taxes are all used to support basic operating services such as police, streets, and general administration. Also included are the real estate transfer and telecommunications taxes administered by the Village. TIF taxes that are used to support public improvements in our three TIF districts are part of other taxes.

Interest - Revenue earned from investing funds throughout the year.

Miscellaneous - Included in this category are revenues such as permit and license fees, franchise fees, fines, etc.

Borrowings - These revenues are found in our Brewster Creek and Town Center TIF Funds. These bonds and notes will be paid from TIF funds only and will not be a general obligation of the taxpayers of Bartlett.

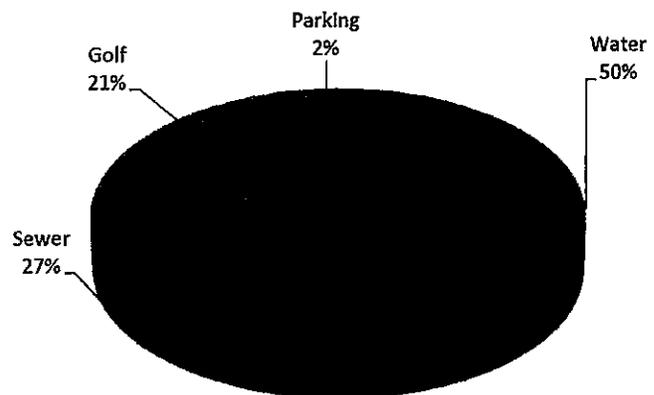
2009/10 Governmental Fund Revenues
\$40.6 Million



The Village has four additional operating funds that are not included in the governmental fund type. These include Water, Sewer, Parking, and Golf which are accounted for in enterprise funds like a private business. In 2009/10, revenues of the enterprise funds totaled \$10.8 million, down approximately \$500,000 from 2008/09. Revenues were lower due to the lack of increases in connection fees from declining new construction, lower water consumption and a general decline over the years in the number of rounds of golf played at Bartlett Hills. The chart below shows the distribution of these revenues by fund.

The revenues in these four funds are nearly all comprised of charges for services. There is some investment income as well as connection fees in Water and Sewer for new construction to connect to the existing system.

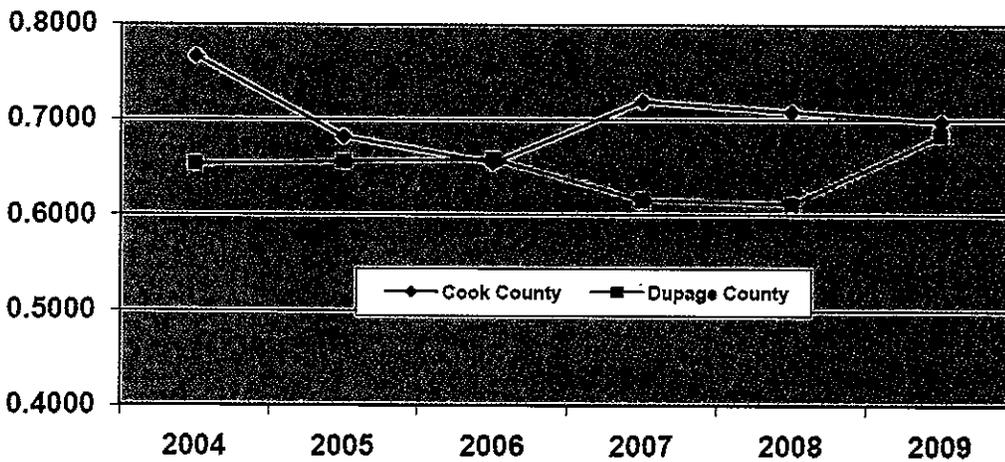
2009/10 Enterprise Funds Revenues
\$10.8 Million



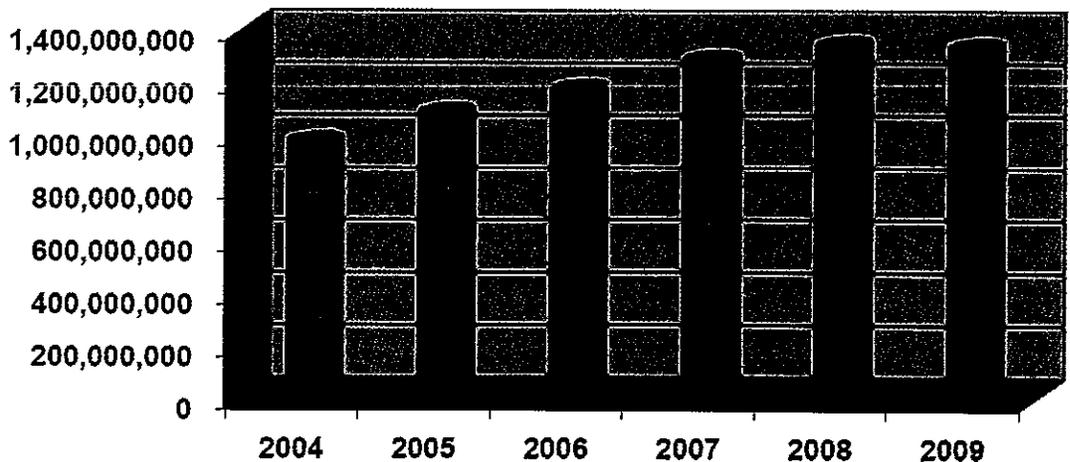
Property Tax Revenue

Property tax revenue is the most stable of the Village revenue sources and represents about 23% of governmental fund revenues. Over the years, the Village's tax rate has been level or declining. The recent recession has created a decline in real estate value. The Village receives less than 9% of your total tax bill. The charts show the property tax rate and growth in assessed value over the last five years. In both charts, 2009 Cook County information is based upon a preliminary rate report from the county.

Property Tax Rates
Per \$100 of Equalized Assessed Value



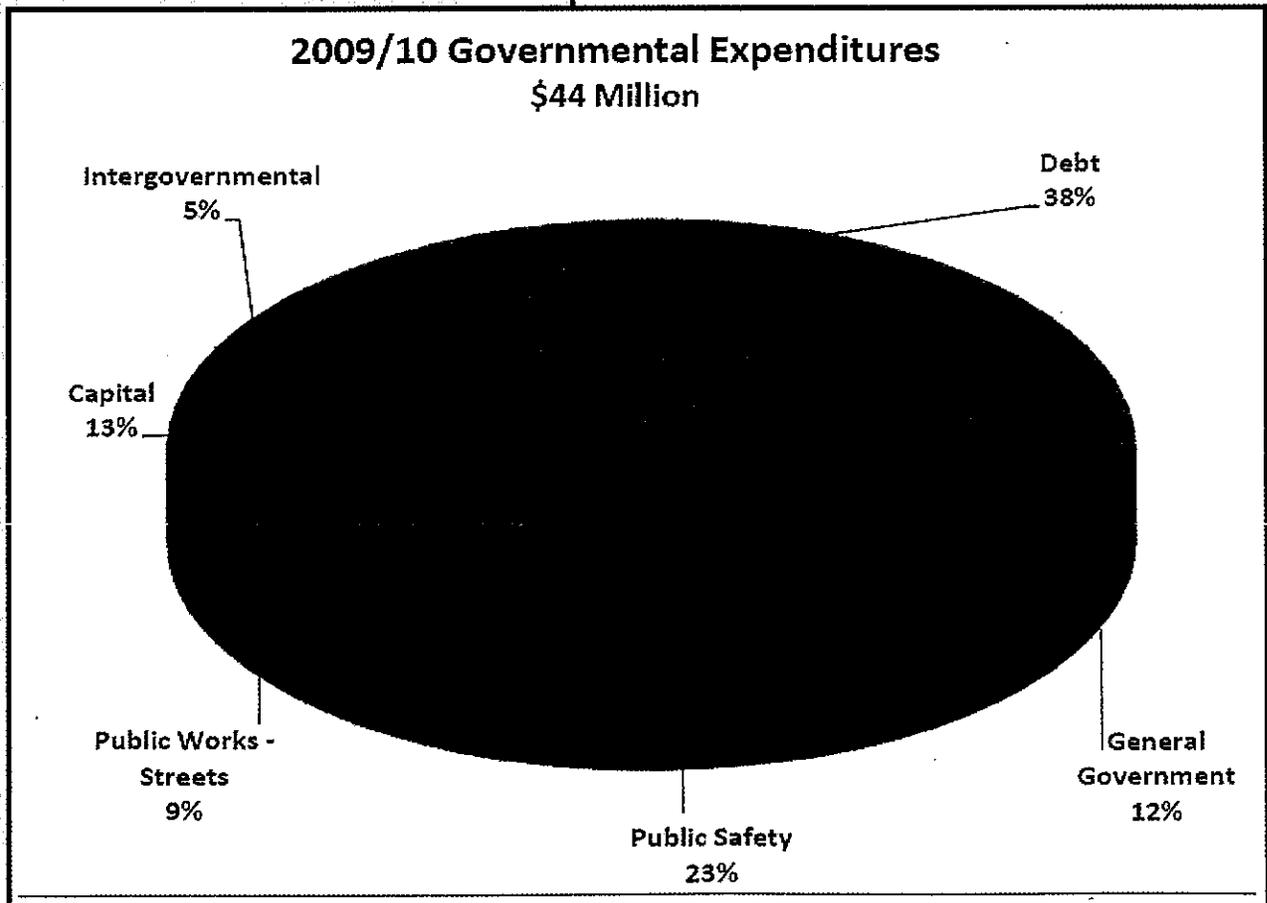
Equalized Assessed Value Growth



Where the Money Goes

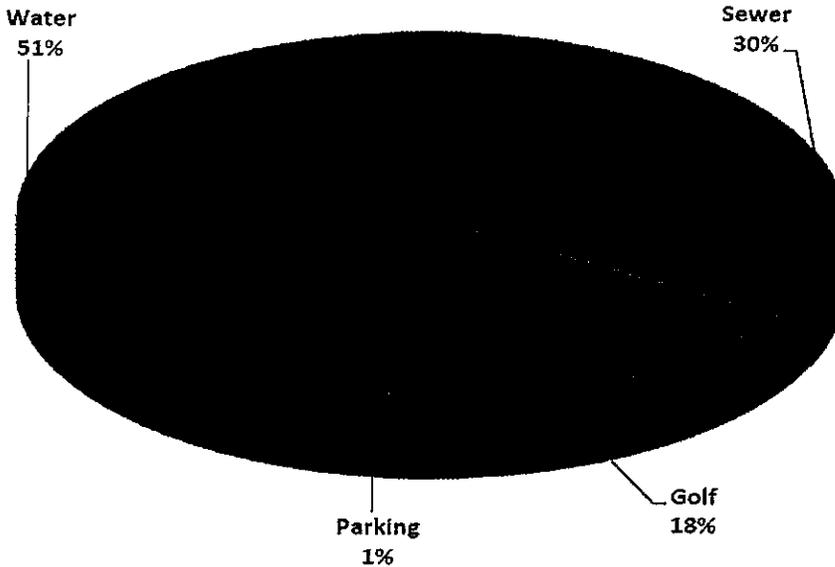
The Village maintains 11 individual governmental type funds. These funds reflect the Village's basic services, including public safety, a portion of public works, and general administration. Additional governmental funds cover capital projects and debt. Total governmental fund expenditures in 2009/10 were \$44 million. This is an increase of \$11 million from the prior year. The increase is attributable to the retirement of the 2002 and 2005 general obligation bonds being refunded in the Debt Service Fund and the issuance of additional TIF notes in the Brewster Creek and Blue Heron TIF districts.

The chart below is representative of the types of services the Village has. Police and public works represent 32% of total governmental expenditures, general government, debt service and intergovernmental expenditures represent 55% of total governmental expenditures. Capital expenditures, which vary from year to year, make up 13% of general governmental expenditures.



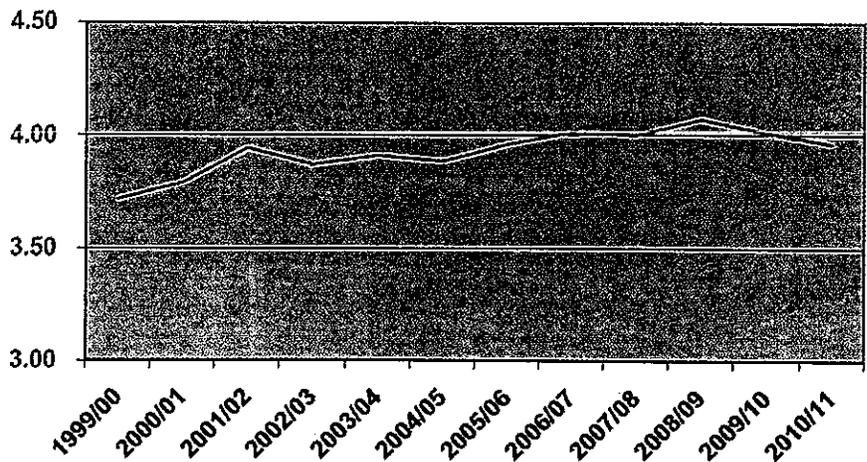
The Village maintains four Enterprise Funds which are operated like a business in that the expenses of the funds are paid by user fees for the services. Property taxes are not used to fund these operations. Expenses in 2009/10 totaled \$13.5 million dollars, a 2.5% decrease from the prior year. The decrease is attributable to general operating cost reductions over the last year.

**2009/10 Enterprise Fund Expenses
\$13.5 Million**



To the left is a chart showing the distribution of 2009/10 Enterprise Funds expenses among Water, Sewer, Golf, and Parking Funds. As the chart shows, over half of the total expenses are for providing water service. When sewer service expenses are added, 81% of total Enterprise Fund expenses are accounted for.

Employees Per 1,000 Population



One measure the Village uses to gauge its growth is the number of employees per 1,000 population. As the chart to the right shows, the Village has been judicious in adding employees to keep pace with growth. The employees per 1,000 has remained fairly constant over the last 10 years.

Bartlett Beyond the Numbers

2009/10 Accomplishments

- ◆ Streets Department patched approximately 10,000 square feet of pavement in 2009, saving an estimated additional \$25,000 that would have been paid to an outside contractor.
- ◆ Staff addressed numerous drainage problems, including the installation of more than 500 feet of storm sewer in the Chippendale Drive area.
- ◆ Replaced approximately 500 feet of water main on Sycamore Lane.
- ◆ More than \$225,000 has been spent on overhead sewer installation for 31 residents since the flood of 2008.
- ◆ Received \$51,099.72 in IDOT grants for DUI and speed enforcement.
- ◆ Continued to work with the railroads to reduce the frequency and duration of traffic delays at grade level rail crossings.
- ◆ Enforced statutes related to overweight trucks and commercial vehicle safety and equipment regulations in the West Bartlett Road corridor.
- ◆ Continued to provide seniors with education programs to help prevent them from becoming victims of crimes and scams targeting the elderly.
- ◆ Police Department earned a 2nd place award for National Night Out 2009. This is Bartlett's 15th NNO award since 1994 and the 8th consecutive year the Village has received a national award of 3rd place or higher.
- ◆ The Village started using the CodeRED emergency notification system.
- ◆ The Farmers Market had an average weekly attendance of 508 visitors, a 4% increase from last year.
- ◆ In October 2009, the train whistles were silenced in downtown Bartlett by a new Quiet Zone and construction began on the Bartlett Depot Museum.
- ◆ The Village monitored Canadian National Railway operations in the community and the impact of the sale on residents.
- ◆ The Village received the GFOA Budget Presentation Award for the 2009-2010 budget and received the GFOA's Certificate of Achievement in Financial Reporting for the 27th consecutive year.
- ◆ Added online payment capabilities for water bills, traffic and parking tickets.
- ◆ Approved and implemented the Bluff City/Blue Heron TIF district.
- ◆ Building Department reviewed and inspected more than \$20 million of improvements within the Village.
- ◆ Bartlett Hills website was enhanced and now includes improved internet wedding search coverage.
- ◆ Renovated the practice range tee at Bartlett Hills and began the replacement of cart path timber curbing with stone curbing, completing greenside and teeside stone curbing.

Demographics

* Population	41,402
* Average Age	35.06
* Households	12,706
* Average Household Size	3
* Average Household Income	\$103,867
* Median Housing Value	\$289,162

2010/11 Budget

The current budget, adopted April 6, 2010, includes expenditures totalling \$50.7 million, a 2.1% decrease over the prior year. The operating portion of the budget totals \$36.1 million, a 6% decrease over the prior year. The budget was constructed to accomplish the following:

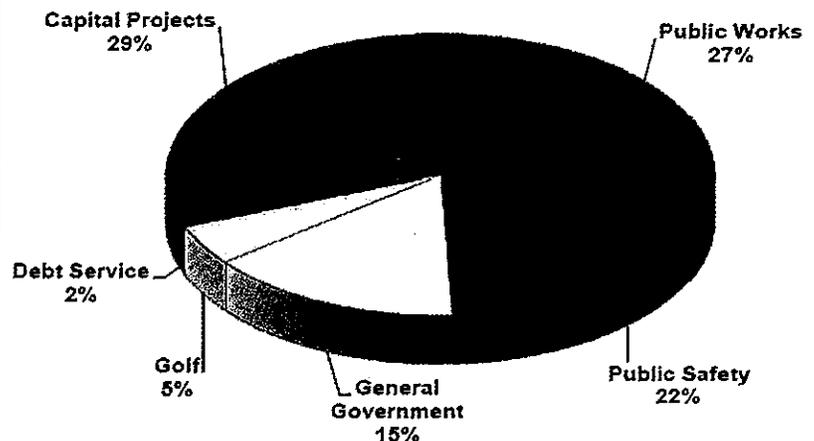
- ~ Maintain current service levels without raising taxes or fees
- ~ Minimize expenditure increases to maintain adequate fund balances in light of the current economic recession
- ~ Continue development in the Town Center, Brewster Creek Business Park and Bluff City Industrial Park
- ~ Continue planning for a commercial development in the Route 59 and Lake Street TIF District
- ~ Further the objectives of the Strategic Plan

The top chart on the right shows the distribution of expenditures by program. Capital projects, public works (including streets, water, sewer, and parking), and public safety each represent about 27% of the expenditures. The remaining activities combined account for the final quarter.

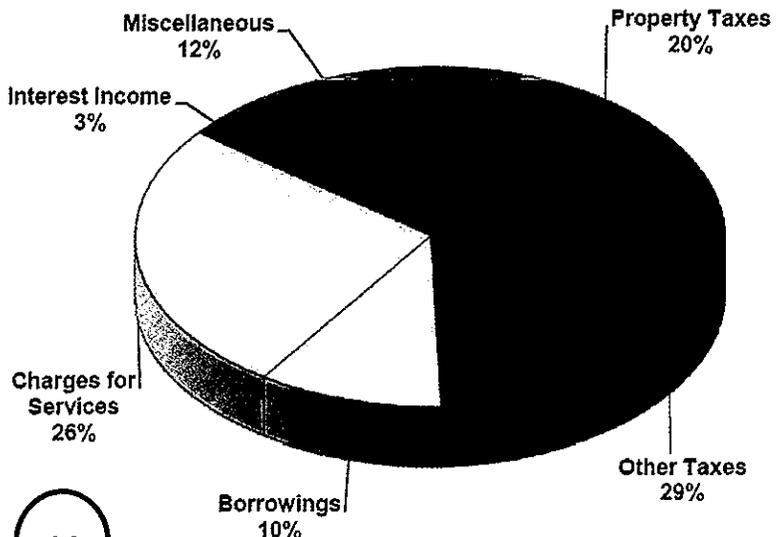
The 2010/11 budget used a very conservative approach due to the poor national and state economy. Total revenue in the General Fund was down 6.2%. The largest decrease was the income tax, which was down 21% due to high unemployment levels and the state's inability to make timely payments. Enterprise Fund revenue increased 7% due to a rate increase implemented to meet increased operating expenses. Decreases in revenue in the General Fund and the need for rate increases in the Water and Sewer Fund led to operating cost cutting initiatives in the 2010/11 budget. Operating expenditure cuts in the FY 10/11 budget include the reduction of 2.5 positions via attrition. Other operating cuts include reductions in professional development, new vehicles and the refunding of general obligation bonds to save money in the Water and Sewer Funds. Expenditures decreased from FY 09/10 by 2.16%.

Total revenues for 2010/11 are expected to be 45.4 million, a 3.4% increase from the prior year. Revenues continue to come from a diverse array of sources. The distribution for 2010/11 is shown on the bottom chart on the right.

2010/11 Expenditures by Program



2010/11 Revenues by Source



Village of Bartlett, Illinois

VISION STATEMENT

History * Harmony * Pride

Bartlett is a community all are proud to call home. We are a Village that values our past, cherishes our present, and works together to thoughtfully plan for the future.



MISSION STATEMENT

The Village of Bartlett is committed to preserving the high quality of life enjoyed by our residents, providing fiscally sound, responsive municipal services, and delivering those services in a professional manner with a high degree of integrity.

KEY STRATEGIC GOALS

- * Create a community that fosters a sense of belonging
- * Attract and retain a diverse business population
- * Pursue formation of a new school district to ensure high quality education
- * Maintain and enhance the appearance of our community
- * Continue to provide high quality, responsive, and cost effective Village services
- * Evaluate and promote, where possible, environmentally friendly development, purchases, awareness and programs



THE VILLAGE OF
BARTLETT

228 S. MAIN STREET
BARTLETT, ILLINOIS 60103

Michael E. Kelly, Village President

Lorna Giles, Village Clerk

Trustees

Michael A. Airdo

T.L. Arends

Sherry Bormann

John Kavouris

Frank Napolitano

Dennis M. Nolan

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