



VILLAGE OF SCHAUMBURG

AGENDA

Finance, Legal, Administrative and General Government
Monday, October 21, 2024
7:00 PM - Conference Room B

CALL TO ORDER

APPROVAL OF MINUTES

1. September 16, 2024

CONSENT AGENDA

1. Finance Department Monthly Report for September 2024

NEW BUSINESS

1. Recommendation to Accept the Annual Comprehensive Financial Report for the Year Ended April 30, 2024
2. Recommendation to Approve the Annual Stipend List for Advisory Committee Members for Fiscal Year 2023-24
3. Recommendation to Approve the 2024 Property Tax Levy
4. Recommendation to Award a Contract to LEVEL General Contractors, LLC for Guest Room Renovation Services at Renaissance Schaumburg Convention Center Hotel
5. Recommendation to Purchase a Replacement Enterprise Phone System From Ring Central
6. Recommendation to Approve Revisions to the Personnel Manual and the Benefits Handbook

UNFINISHED BUSINESS

DEFERRALS

COMMENTS FROM THE PUBLIC

ADJOURNMENT

NEXT VILLAGE BOARD MEETING

November 12, 2024

In compliance with the Americans with Disabilities Act and other applicable Federal and State laws, the meeting will be accessible to individuals with

disabilities. Persons requiring auxiliary aids and/or services should contact the Village Manager's Office at 847.923.4705, preferably no later than five days before the meeting.



September 16, 2024

10/21/2024

Finance Legal Administrative General Government

Presenter:

Lead Department: Finance

Executive Summary:

Recommended Action:

ATTACHMENTS:

Description	Type
▫ FLAGG Minutes 20240916	Minutes



VILLAGE OF SCHAUMBURG
PROGRESS THROUGH THOUGHTFUL PLANNING

I have reviewed the minutes, and they accurately represent the actions taken by the Finance, Legal, Administrative, and General Government Committee.

Lisa Petersen
Lisa Petersen
Director of Finance

**Finance Legal Administrative General Government
Minutes of September 16, 2024**

CALL TO ORDER

The Finance Legal Administrative General Government meeting was called to order at 7:00 p.m. by Chairman Dunham.

ROLL CALL

Members Present: George Dunham, Chairman
Jamie Clar

Member(s) Absent: Brian Bieschke

Staff Present: Brian Townsend, Village Manager
Lisa Petersen, Finance Director
Matt Frank, Economic Development Director
Peter Schaak, IT Director
Joe Carey, HR Director
Tiana Weiler, Director of Cultural Services
Alex Thorpe, Assistant Finance Director
Sharon Tanner, Assistant HR Director
Juan Garcia, Financial Services Manager
Hank Stuchel, Risk Manager
Andrew Buckwinkler, Management Analyst

Others Present: Dipak Lodhia, Hopscotch Pub
Melissa Whitley, Elliott & Associates, Hopscotch Pub

APPROVAL OF MINUTES:

A motion was made by Trustee Clar, seconded by Chairman Dunham, to approve the minutes of July 15, 2024. Voice vote 2-0. All Ayes.

MOTION CARRIED

CONSENT AGENDA:

1. Finance Department Monthly Report – July 2024

Ms. Petersen reported to the Committee that since there was no meeting in August both July and August 2024 Monthly reports are presented at this time. Ms. Petersen said the July report includes calendar year-to-date results for Woodfield Mall, which is performing well. The next quarterly Woodfield update will be included in the October report.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board approve the Finance Department Monthly Report for July 2024. Voice vote 2-0. All Ayes.

MOTION CARRIED

2. Finance Department Monthly Report – August 2024

Ms. Petersen reported that the August report includes a couple of minor changes such as removing the page that reported Sales vs Use tax since there have been so few changes in Use tax in the last three years. Ms. Petersen stated that staff is working on revisions to the report that will help track and plan for the elimination of the grocery tax.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board approve the Finance Department Monthly Report for August 2024. Voice vote 2-0. All Ayes.

MOTION CARRIED

NEW BUSINESS:

1. Recommendation to Approve Agreement with Schaumburg Dance Ensemble for 2024 Nutcracker Production

Ms. Weiler stated that this is the annual request for co-sponsoring the Nutcracker Ballet production and total sponsorship expenses are \$103,150. Ms. Weiler said ticket sales and foundation fundraising to offset these expenses are budgeted at \$208,350 with additional revenue of \$41,275 generated through sponsorships, merchandise sales, and registration fees, for a total of \$249,625. This revenue is up \$15,000 over previous years, from ticket price increases.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board authorize the Village Manager to execute an agreement with the Schaumburg Dance Ensemble for the 2024 production of the Nutcracker, and approve the required Resolution. Voice vote 2-0. All Ayes.

MOTION CARRIED

2. Recommendation to Approve a Class 7C for 40 S. Roselle Road (Hopscotch English Pub)

Mr. Frank stated that Hopscotch English Pub has submitted a Cook County Class 7C Application for the construction of a 10,000 square-foot building at 40 S. Roselle Road. A Class 7C tax incentive assesses the property at a 10% assessment level instead of the normal 25% assessment level. According to the Office of the Cook County Treasurer, the subject property was billed \$0 total in property taxes in the 2023 tax year. Cook County allows the Class 7C incentive for new construction of real estate primarily used for commercial purposes.

Mr. Frank stated that the Schaumburg Business Development Commission supports this 7C incentive and the property at 40 S. Roselle Road is a key parcel for development with its location in Town Square. The Village marketed this parcel for over 20 years for a restaurant user and the development would fulfill the desire to see this site develop as a restaurant that would take advantage of the amenities in Town Square.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board approve a Resolution authorizing a Class 7C incentive for Hopscotch English Pub at 40 S. Roselle Road. Voice vote 2-0. All Ayes.

MOTION CARRIED

3. Recommendation to Approve Workers' Compensation Excess Insurance with Safety National

Mr. Stuchel stated that the village's workers' compensation excess insurance was taken to the market by the Acrisure for quotes. Safety National and Arch were the only carriers to provide quotes. Mr. Stuchel said that while Arch's quote is lower, Safety National will not renew the village's casualty program unless they write the village's workers' compensation excess. As such, Safety National is being recommended.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend to the Village Board to approve the purchase of workers' compensation excess loss insurance from Safety National Casualty Corporation of St. Louis, MO at a rate of 0.310% of estimated payroll and a \$10,000 broker fee for a total estimated at \$180,225, and approve the required Resolution. Voice vote 2-0. All Ayes.

MOTION CARRIED

4. Recommendation to Adopt an Ordinance Approving the Fee Schedule for 2025

Mr. Garcia stated that every department is tasked with evaluating the fee schedule to determine whether adjustments to the fees associated with their provided services are warranted. Following this year's assessment, staff recommends various adjustments. The changes are influenced by multiple factors, including but not limited to, current market conditions, economic variables, contractual commitments, cost recuperation, consumer pass-through fees, and inflation.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board adopt an ordinance to amend the Schaumburg Municipal Code Chapter 41, various sections of the Village Fee Schedule. Voice vote 2-0. All Ayes.

MOTION CARRIED

5. Recommendation to Award Property and Liability Insurance Program with Arthur J. Gallagher Risk Management Services, Inc.

Mr. Thorpe stated that Arthur J. Gallagher Risk Management Services sought multiple proposals for the comprehensive property and casualty insurance program. The recommended program is very similar to the FY23/24 insurance program. Recommended changes include increasing the Self-Insured Retention from \$150,000 to \$250,000. Mr. Thorpe said according to the broker this level of Self-Insurance Retention is comparable to other communities. Additionally, the village was able to procure \$50,000,000 more in property coverage for about \$5,000, which makes sense to add since the village recently added two new buildings to its insured properties.

Chairman Dunham asked how much auto insurance increased this year? Mr. Thorpe said auto coverage was hit especially hard this year due to the ambulance accident. Thus, staff recommends increasing the deductible on auto insurance from \$50,000 to \$75,000, which still results in a 33.5% increase in the premium for auto insurance last year. Chairman Dunham asked if this increase was all related to the ambulance? Mr. Thorpe replied that is a result of both the ambulance accident and the current market.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board authorizes the Village Manager to direct Arthur J. Gallagher Risk Management Services, Inc. to bind property and liability coverage as detailed in their 2024-25 Proposal of Insurance at a total cost, including brokerage fee of \$1,082,368, and approve the required Resolution. Voice vote 2-0. All Ayes.

MOTION CARRIED

6. Recommendation to Amend the Village Manager's Spending Authorization

Ms. Petersen stated that Finance Department recently concluded a review of and updated the Purchasing Administrative Protocol. The changes will improve efficiency, maintain proper controls, and allow the Village to keep current with movement in the economy. A result of the review is a recommendation to increase the Village Manager's spending authority from \$50,000 to \$75,000. The Manager's spending authorization was increased in 2016 from \$25,000 to \$50,000. She stated that historical and current CPI trends warrant a 26% increase to \$63,000 so an increase to \$75,000 is appropriate and will allow smaller projects and purchases to be completed administratively.

Ms. Petersen said that purchases over \$25,000 are still required to be competitively purchased and the Finance Department will continue to report purchases between \$25,000 and \$75,000 in the Finance Department Monthly Report.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board amend Title 3, Chapter 32, Section 32.62 - Powers and Duties (J) (1-2-3) of the Municipal Code pertaining to the Village Manager's spending authorization. Voice vote 2-0. All Ayes.

MOTION CARRIED

7. Recommendation to Approve Schaumburg Business Association Member Dues for 2024/2025

Mr. Frank stated that this is the annual request for membership in the Schaumburg Business Association. Dues are increasing \$119 over last year and the village is quite active in the organization. Village Manager, Brian Townsend is an Ex-Officio member of the SBA Board of Directors and Matt Frank is on the Executive Committee of Board of Directors.

Trustee Clar asked why fees are increasing 5%? Mr. Frank said dues haven't increased in five years and the SBA is launching some assistance programs to new businesses and the increase will help with funding.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board approve membership in the Schaumburg Business Association, and that the membership dues in the amount of \$2,494 be paid. Voice vote 2-0. All Ayes.

MOTION CARRIED

8. Recommendation to Award Multi-Function Device Replacement Purchase to ProvenIT

Mr. Schaak stated that the village operates a fleet of 23 Toshiba multi-function copier/scanner/printer devices across village facilities. The devices were purchased in 2017 from ProvenIT who continues to service the equipment. Seven of the devices have reached end-of-life and need to be replaced. The Toshiba devices have served the village well with minimal service or maintenance issues. In addition, ProvenIT has been responsive and efficient in maintaining and repairing devices when needed.

Chairman Dunham asked what happens when these devices reach end-of-life, are they refurbished? Mr. Schaak said they are scrapped, he noted that the device in the Village Manager's office has roughly 1.2 million clicks, which is beyond the expectation for this type of device.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board approve the purchase of Toshiba multi-function devices from ProvenIT, Schaumburg, IL through the State of Illinois Sourcewell purchasing contract and issue a purchase order in an amount not to exceed \$59,539. Voice vote 2-0. All Ayes.

MOTION CARRIED

9. Recommendation to Purchase a Replacement Enterprise Phone System from Ring Central

Mr. Schaak stated that the village's current phone system was installed in 2012 and is due for replacement. An RFP was issued, and 32 vendors proposed solutions. The RingCentral product installed by Gregg Communications is staff's recommendation. This is a cloud-based system which will work well as staff is temporarily located while a new Village Hall is constructed.

Chairman Dunham asked if there will be any degradation of the system from the moves? Mr. Schaak said no, it will all work well and the system is well under budget. Mr. Townsend told Mr. Schaak to explain the app that comes with this system. Mr. Schaak said the phone app will be especially useful to employees working in the field as the cloud-based functionality provides flexibility and it will seem to any caller that the employee is in an office environment. Mr. Schaak explained that it is also fully Teams enabled.

Trustee Clar asked if the app is available to all employees and will employees be able to request a hard versus soft phone? Mr. Schaak said the app is available to all employees and will work well for employees working remotely, it is yet undetermined how many employees will select soft phones over hard, but all equipment will be new Polycom models, which are highly rated. Chairman Dunham concurred. Trustee Clar asked how long the implementation will be? Mr. Schaak said 4 to 6 months.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board to approve the purchase of the New Phone System from Ring Central and approve the Resolution to authorize the Village Manger and Village Clerk to execute the contract and issue a purchase order in the amount of \$192,685.30. Voice vote 2-0. All Ayes.

MOTION CARRIED

10. Recommendation for the Purchase of Backup Licenses and Storage System from CDW Government

Mr. Schaak stated that in 2023, the Village initiated a backup study to review the current backup solution. The study evaluated the village's entire backup infrastructure and methodology and provided recommendations to improve reliability, scalability, and efficiency. The study recommended the village adopt a 3-2-1 backup methodology. A 3-2-1 backup methodology calls for three copies of data to be stored on at least two media types with at least one copy stored offsite. This facilitates the need to continue using on-premises backup hardware while adding cloud-based storage for backup resiliency. This eliminates the need for tape libraries, which have become difficult for data recovery.

The total cost for the backup remediation is \$172,349.25. The Technology Replacement Fund has sufficient funds to cover the backup system replacement as the phone system project is approximately \$400,000 under budget.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board approve the purchase of storage systems (QNAP and Exagrid) from CDW Government, Chicago, IL, through the Sourcewell purchasing contract and the purchase of Veeam Office 365 Backup licenses from Sentinel, Downers Grove, IL, and issue the required purchase orders. Voice vote 2-0. All Ayes.

MOTION CARRIED

11. Recommendation to Approve a Resolution Authorizing the Village Manager and Village Clerk to Execute A Franchise Agreement Between the Village of Schaumburg and Comcast of Illinois XI LLC

Mr. Buckwinkler stated that the village's franchise agreement with Comcast XI LLC is set to expire in January 2025. Comcast has prepared a new agreement similar to the expiring contract with one notable change. A 2021 ruling permits franchisees like Comcast to charge municipalities for in-kind services provided to government facilities. Comcast has not yet implemented such charges and says it has no current plans to do so, it remains a possibility for the future. The new agreement includes a provision that requires Comcast to notify the village before implementing any charges. Additionally, it stipulates that any charges to the village must not exceed those imposed on other communities within the region.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to recommend the Village Board authorize the Village Manager and Village Clerk to execute a franchise agreement

**Finance Legal Administrative General Government
July 15, 2024 - Meeting Minutes**

between the Village of Schaumburg and Comcast XI LLC, and approve the required Resolution.
Voice vote 2-0. All Ayes.

MOTION CARRIED

UNFINISHED BUSINESS: None

CONTINUING ITEMS:

1. Trickster Gallery Quarterly Report for April, May, and June 2024.

A motion was made by Trustee Clar, seconded by Chairman Dunham, to accept the Trickster Gallery Quarterly Report of April, May, and June 2024. Voice vote 2-0. All Ayes.

MOTION CARRIED

DEFERRALS: None

COMMENTS FROM THE AUDIENCE: None

ADJOURNMENT:

A motion was made by Trustee Clar, seconded by Chairman Dunham to adjourn the Finance Legal Administrative General Government at 7:32 p.m. Voice vote 2-0. All Ayes.

MOTION CARRIED



**Finance Department Monthly Report for September 2024
10/21/2024**

Finance Legal Administrative General Government

Presenter: Lisa Petersen

Lead Department: Finance

Executive Summary:

Recommended Action:

ATTACHMENTS:

	Description	Type
▣	Finance Dept Monthly Report-September 2024	Executive Summary

FINANCE DEPARTMENT MONTHLY REPORT

September 2024



VILLAGE OF SCHAUMBURG

PROGRESS THROUGH THOUGHTFUL PLANNING

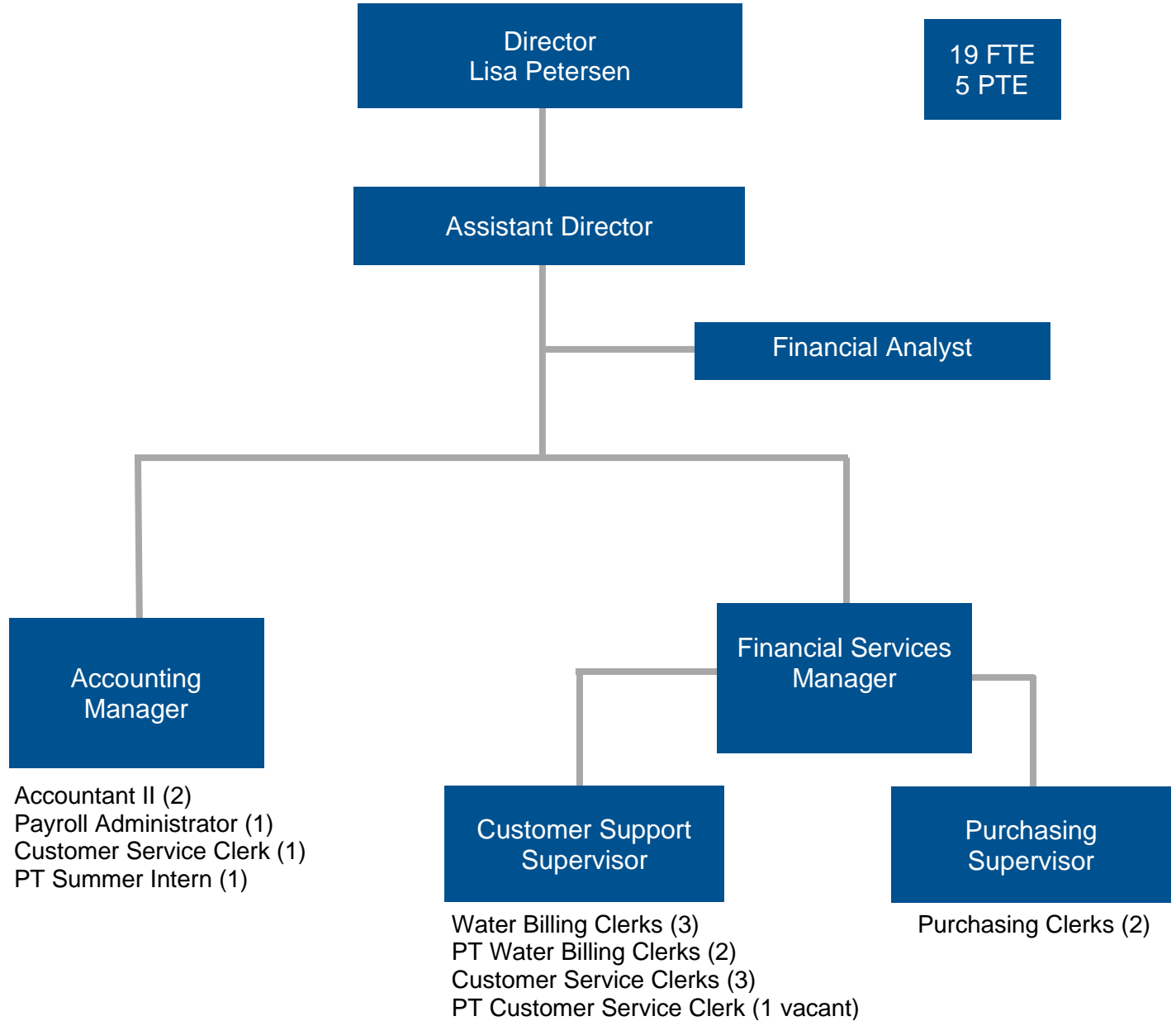


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ORGANIZATION CHART





DEPARTMENT OVERVIEW

The Finance Department is responsible for all financial operations of the village including budgeting, forecasting, investing, and reporting compliance, and is comprised of three primary divisions, purchasing, revenue management and accounting. The mission of the Finance Department is to provide responsible fiscal leadership through transparent reporting; accurate, balanced, and accessible customer service; and proactive oversight of village resources.

There are three divisions within the Finance Department:

The Purchasing Division oversees the expenditure of village funds and provides departments with the processes necessary to ensure that village departments procure the items and services they need to operate efficiently and effectively, while maintaining control and accountability over the village's budget.

The Revenue Management Division is responsible for billing, collecting, and reporting all village revenue. This division generates, collects, and accounts for the monthly utility bills sent to all Schaumburg residents and businesses; it is also responsible for issuing business, liquor, chauffeur, raffle, rental licenses, and commuter parking passes.

The Accounting Division is responsible for all financial reporting requirements and reconciling the general ledger monthly. This division oversees and assists with the preparation of the Annual Comprehensive Financial Report (Annual Report), processes payroll for the entire organization, and provides reports and analyses to the pension boards, Cook and DuPage Counties, the State of Illinois, and other federal agencies as required.

KEY ACTIVITIES

- The Accounting Manager and team completed final fieldwork items and review of the FY24 Financial Statements with Baker Tilly, the accounting firm conducting the annual audit.
- The Licensing team trained a new team member and prepared for the 2025 business license renewal season.
- Finance Management updated fund forecasts in preparation of the Capital Projects program for FY25/26.



Renaissance Hotel & Convention Center Fund (591)

The Renaissance Hotel and Convention Center Fund accounts for the day-to-day operations of the hotel and convention center.

Revenues recorded in August totaled \$7,969,927 which was 69% above the \$4,721,759 projected by the Renaissance. Expenditures for the period totaled \$7,563,316. Year-to-date expenditures exceed revenue by \$8,246,444 primarily due to Capital Outlay related to ongoing renovation projects.

Hotel/Convention Center Fund (590)

The Hotel and Convention Center Fund accounts for the receipt of various revenues earmarked for payment of debt on the bonds issued to fund the construction of the property. A total of \$1,319,721 was earned as revenue in the Hotel and Convention Center Fund in August.

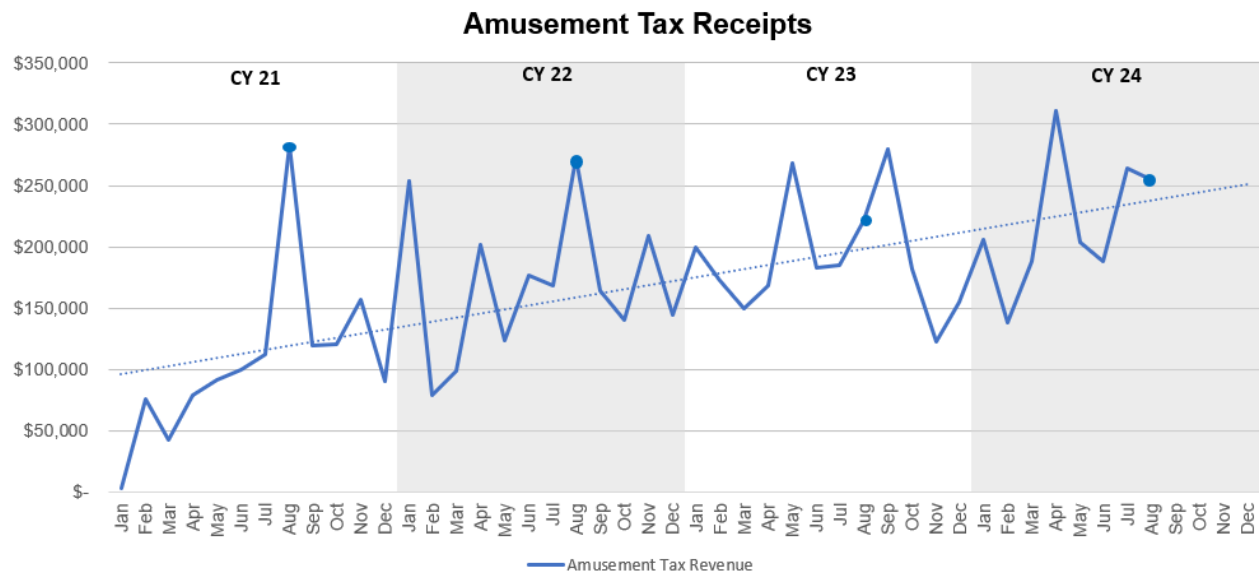
The Hotel Tax receipts portion of these deposits was \$316,861, which was above the projected amount of \$287,541. The Food and Beverage Tax receipts portion of these deposits was \$284,469 which was above the projected amount of \$273,048. The Amusement Tax receipts were \$254,852 which was above the projected amount of \$217,904. The remaining deposits of \$463,539 are made up of other revenues including \$428,842 in interest earned from investments.

Below is a forecast of cash available for Debt Service and projected Capital Improvement obligations. The deficits in 2024 and 2025 are due to meeting space and guest room renovations currently underway.

Projected Cash for Debt Service & Capital Improvements	Actual 2023	Budget 2024	Forecast 2025
Net Operating Income/Due to Owner	7,986,719	8,967,357	9,079,449
Village-allocated Tax Revenue	9,689,050	9,553,787	9,843,901
Interest Income	3,156,939	2,400,000	2,430,000
Bond Proceeds	-	-	-
Total Revenue	20,832,708	20,921,144	21,353,350
Debt Service	14,351,339	14,651,714	14,975,250
Owner Expenses	3,118,747	7,500,000	8,500,000
Total Expenses	17,470,086	22,151,714	23,475,250
Net Income/(Deficit)	3,362,622	(1,230,570)	(2,121,900)
Ending Available Cash 12/31	41,745,175	40,514,605	38,392,704



Amusement Tax – 100% of receipts are used to support the Hotel and Convention Center. Therefore, these revenues are reported on a calendar year basis to be consistent with the facility’s budget. August tax receipts, which reflect July sales, totaled \$254,852, a \$33,027 or 14.9% increase compared to the same month last year. There were four delinquent businesses.

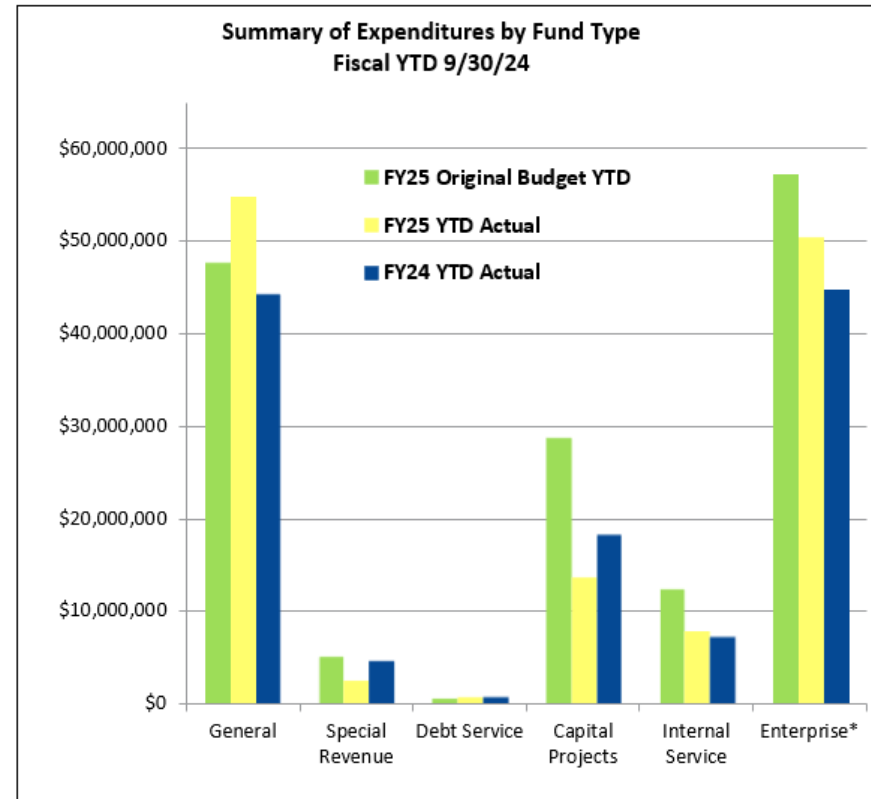
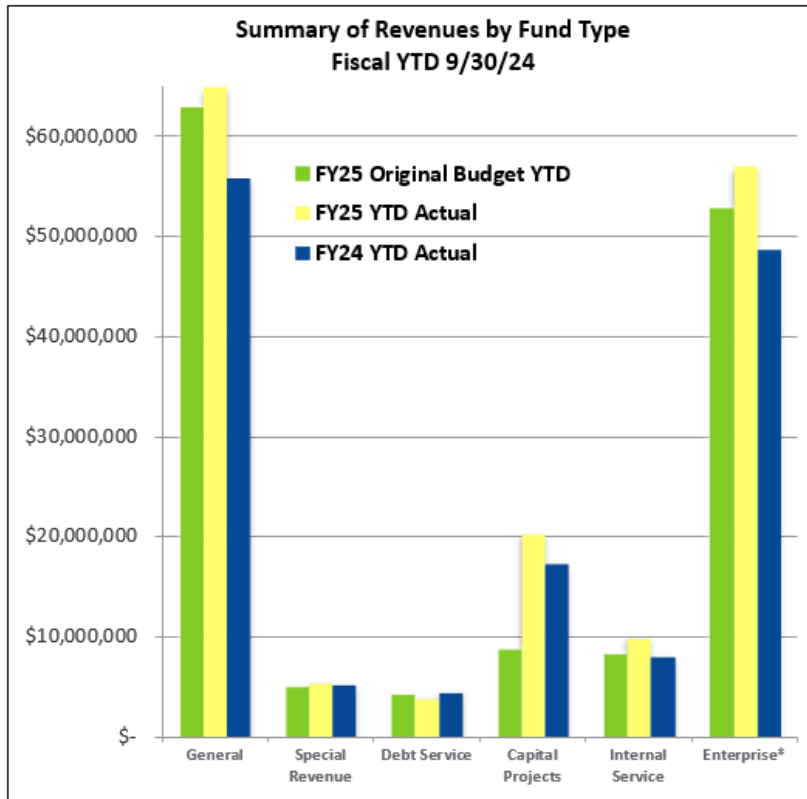


Baseball Fund

The Schaumburg Boomers baseball team occupies Wintrust stadium. There is no debt outstanding. YTD expenses exceed revenues by \$432,716 including a non-cash charge for depreciation of \$291,667.



FUND TYPE



*Enterprise includes Hotel Convention Center April-Aug revenue and expense.



GENERAL FUND

For September, General Fund revenues totaled \$8,989,324 and expenditures totaled \$7,991,644 resulting in an operating surplus of \$997,680. From a budget perspective, we expected expenditures to exceed revenues by \$568,910 in September. Throughout this month's report, there are significant variances in the Capital Outlay and Miscellaneous Expense categories due to the purchase of the building at 1000 Woodfield Road.

Further detail of revenues and expenditures is provided below.

	MTD Original		YTD Original	
	Budget	MTD Actual	Budget	YTD Actual
Revenues	\$ 9,091,947	\$ 8,989,324	\$ 62,745,944	\$ 64,827,943
Expenditures	\$ 8,523,038	\$ 7,991,644	\$ 47,714,641	\$ 54,800,960
Excess (Deficiency)	\$ 568,910	\$ 997,680	\$ 15,031,302	\$ 10,026,982

Revenues in the General Fund for September totaled \$8,989,324 which was 1.1% below budgeted amounts of \$9,091,947.

General Fund Revenue Type	MTD Original				YTD Original					
	Budget	MTD Actual	\$	Variance	% Variance	Budget	YTD Actual	\$	Variance	% Variance
Taxes	3,028,860	\$ 3,229,841	\$	200,981	6.6%	\$ 32,243,214	\$ 33,404,213	\$	1,160,999	3.6%
Licenses & Permits	171,094	390,108		219,013	128.0%	1,199,173	1,177,391		(21,782)	(1.8%)
Intergovernmental	4,235,217	4,165,794		(69,422)	(1.6%)	21,367,037	23,198,363		1,831,326	8.6%
Charges for Services	792,631	638,498		(154,132)	(19.4%)	4,219,243	3,557,422		(661,821)	(15.7%)
Fines & Forfeits	163,236	144,399		(18,838)	(11.5%)	739,971	853,963		113,993	15.4%
Investment Income	229,167	198,655		(30,512)	(13.3%)	1,145,833	1,056,794		(89,039)	(7.8%)
Miscellaneous	311,934	145,518		(166,416)	(53.3%)	1,032,431	1,197,237		164,806	16.0%
Operating Transfers	159,808	76,512		(83,296)	(52.1%)	799,042	382,559		(416,483)	(52.1%)
Total Revenue	\$ 9,091,947	\$ 8,989,324	\$	(102,621)	(1.1%)	\$ 62,745,944	\$ 64,827,943	\$	2,082,001	3.3%

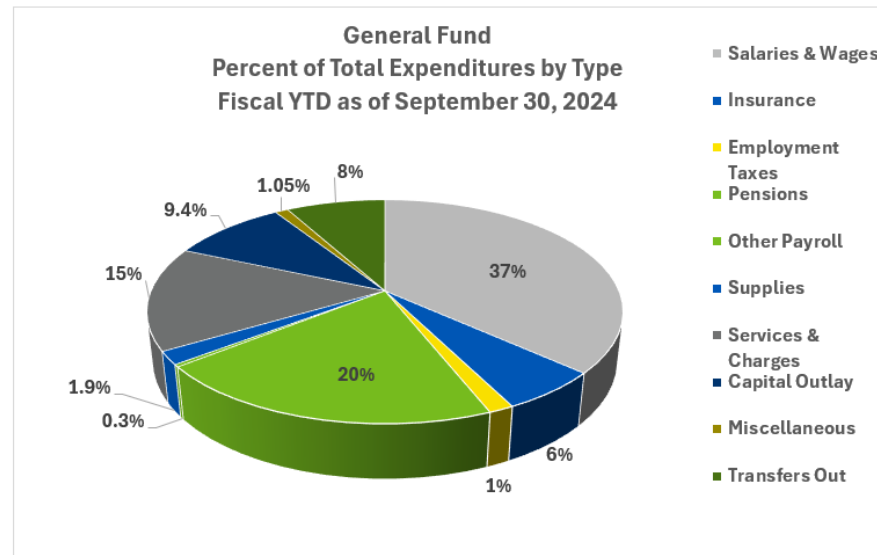
Finance

Monthly Report – September 2024



Expenditures in the General Fund for September totaled \$7,991,644 which was 6.2% below budgeted amounts of \$8,523,038. The table below presents a summary of General Fund expenditures by type. The earlier than budgeted Property tax distributions are reflected as an expenditure when sent to the pension funds. This is causing the budget variance in the Pensions category. Over time the variances will even out.

General Fund Expense Type	MTD Original			YTD Original		
	Budget	MTD Actual	\$ Variance	Budget	YTD Actual	\$ Variance
Salaries & Wages	4,325,380	\$ 4,338,477	\$ 13,097	20,926,898	\$ 20,074,853	\$ (852,046)
Insurance	643,013	\$ 642,887	(126)	3,215,064	\$ 3,214,283	(781)
Employment Taxes	165,096	\$ 168,523	3,427	826,107	\$ 790,978	(35,129)
Pensions	122,252	\$ 131,518	9,265	7,366,134	\$ 11,160,321	3,794,187
Other Payroll	24,576	\$ 7,379	(17,196)	236,659	\$ 187,455	(49,203)
Supplies	275,019	\$ 234,728	(40,291)	1,381,361	\$ 1,025,499	(355,863)
Services & Charges	1,971,143	\$ 1,551,947	(419,196)	8,779,518	\$ 8,231,773	(547,745)
Capital Outlay	112,270	\$ 31,885	(80,385)	561,349	\$ 5,135,329	4,573,980
Miscellaneous	3,438	\$ 3,449	10	17,292	\$ 576,211	558,919
Operating Transfers Out	880,852	\$ 880,852	(0)	4,404,260	\$ 4,404,260	(0)
Total Expenditures	\$ 8,523,038	\$ 7,991,644	\$ (531,393)	\$ 47,714,641	\$ 54,800,960	\$ 7,086,318

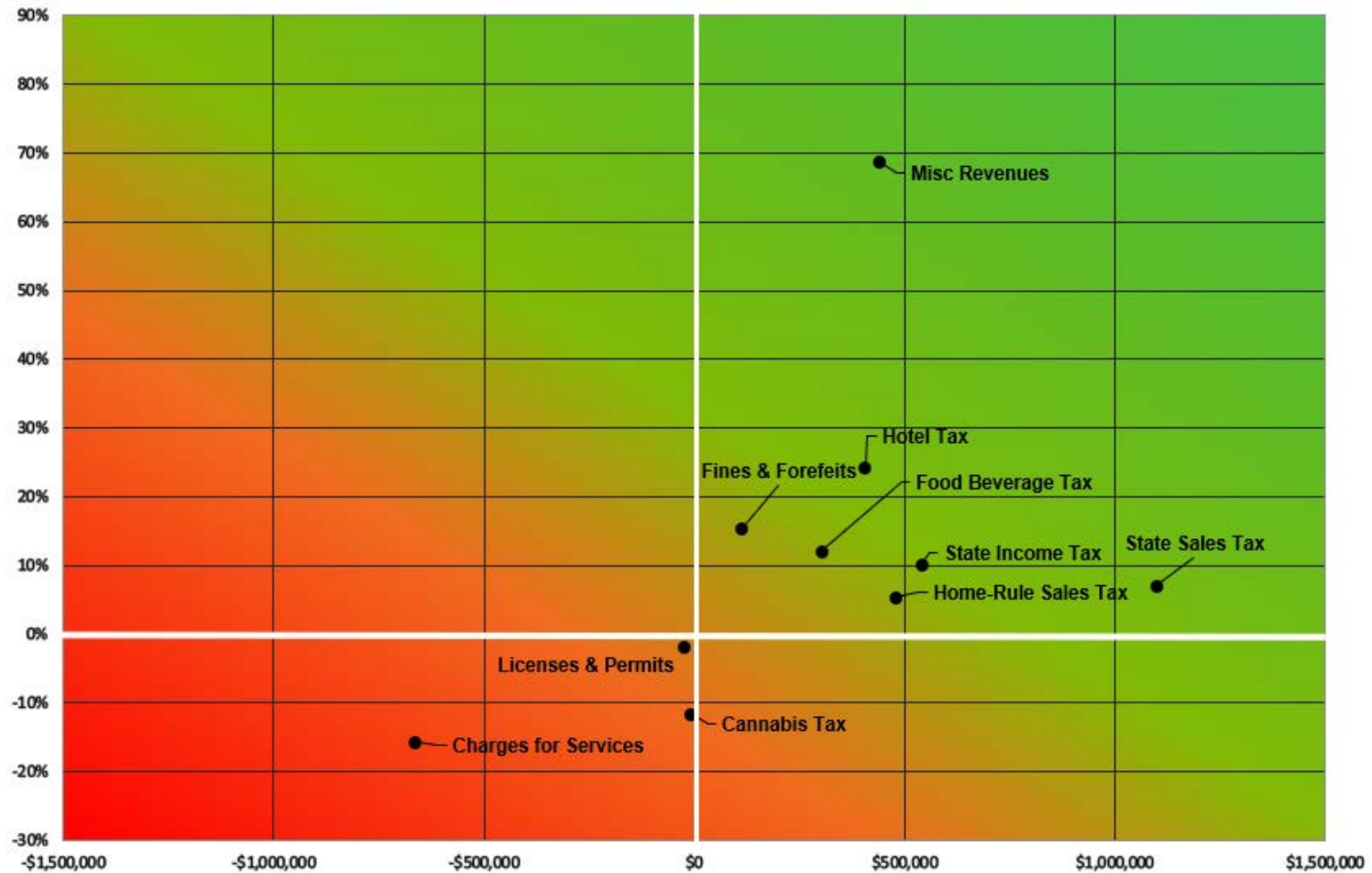




YEAR TO DATE GENERAL FUND REVENUES

The graph below visualizes how the YTD major General Fund Revenues compare to the FY 24/25 Budget Targets, both by dollar amount and percentage.

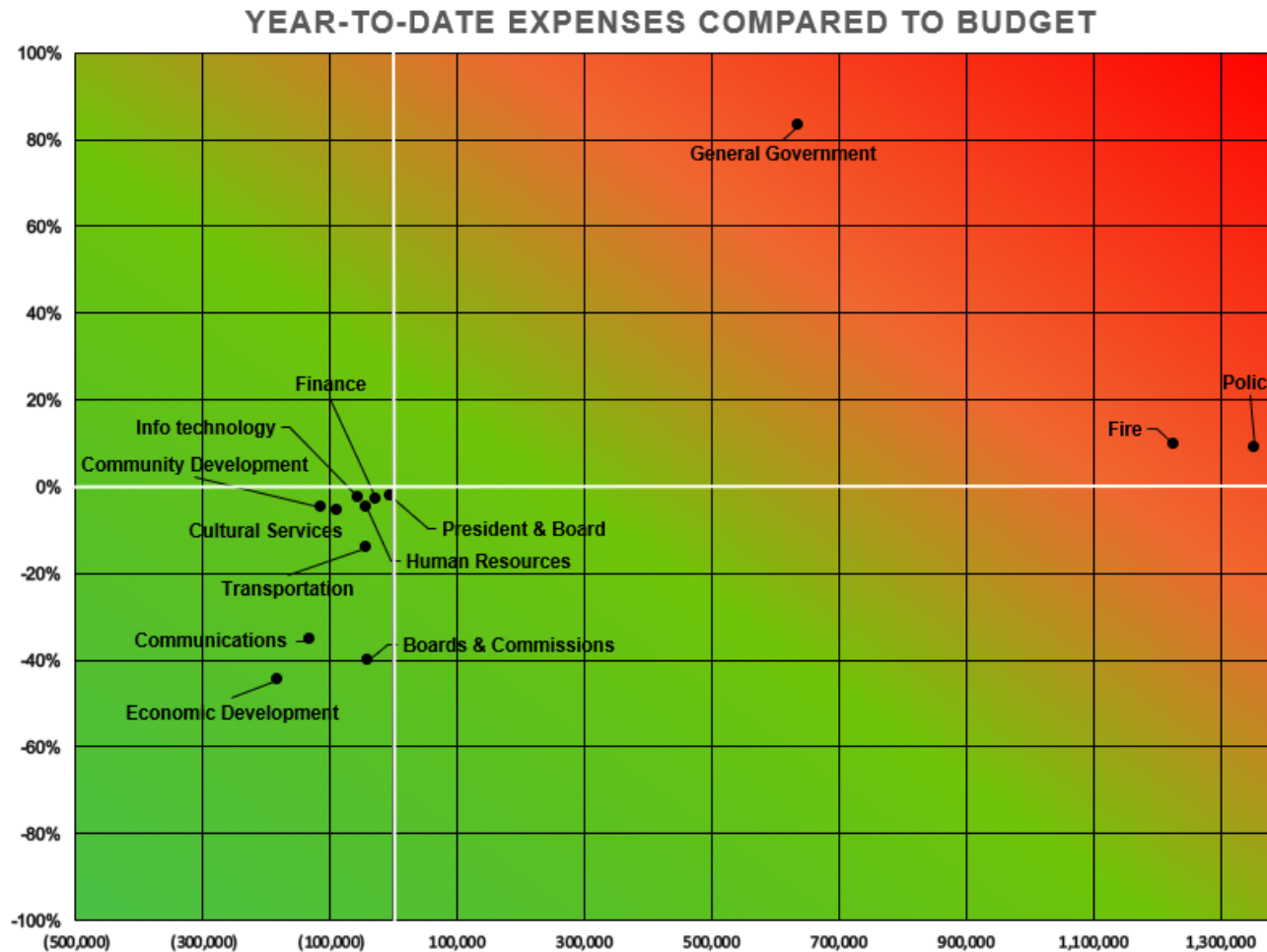
YEAR-TO-DATE REVENUES COMPARED TO BUDGET





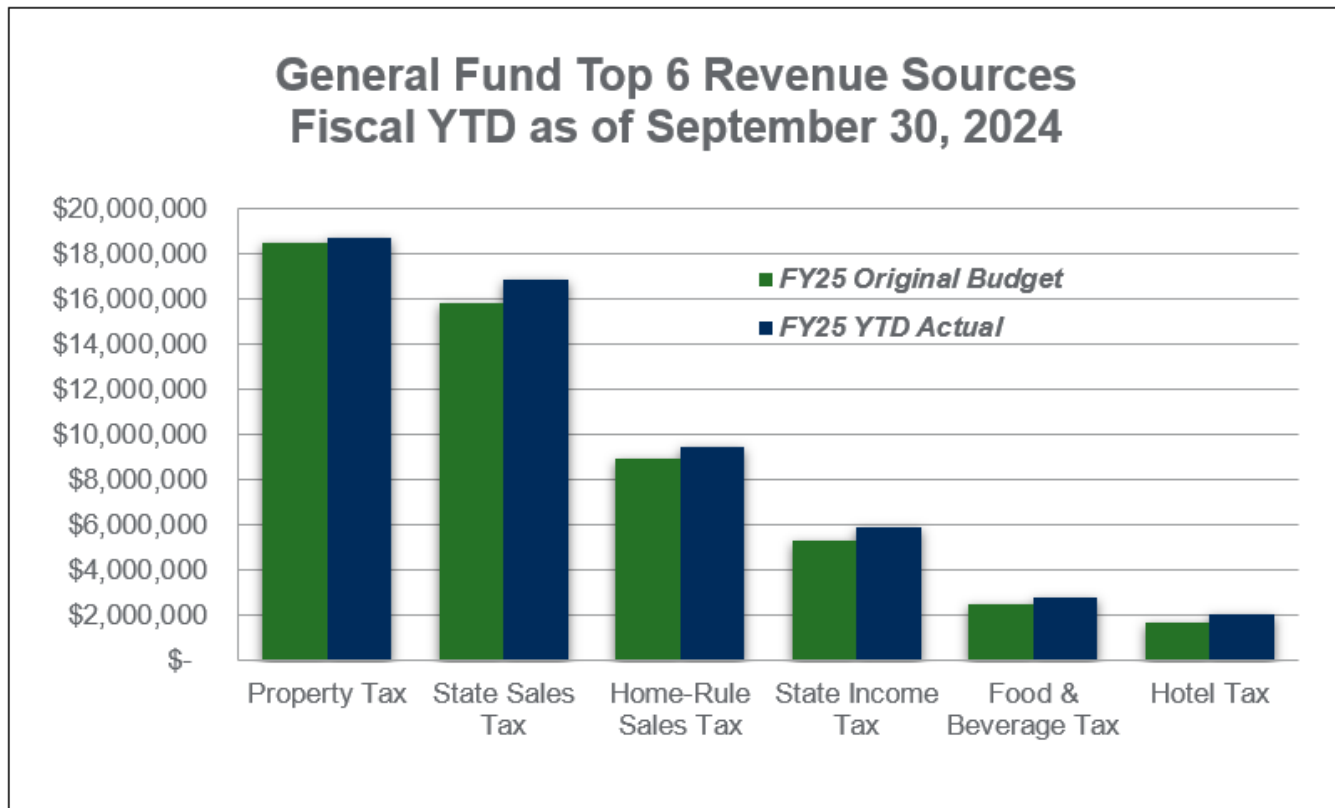
YEAR TO DATE GENERAL FUND EXPENSES

The graph below visualizes how the YTD department General Fund Expenses compare to the FY 24/25 Budget Targets, both by dollar amount and percentage. Please note, the General Government outlier is due to charging Professional Services for the purchase of 1000 Woodfield Road to this department. The Police and Fire outliers are due to pension fund contributions, which are an expense to the General fund, the budget overages will smooth out over the course of the year.





ANALYSIS OF KEY REVENUES

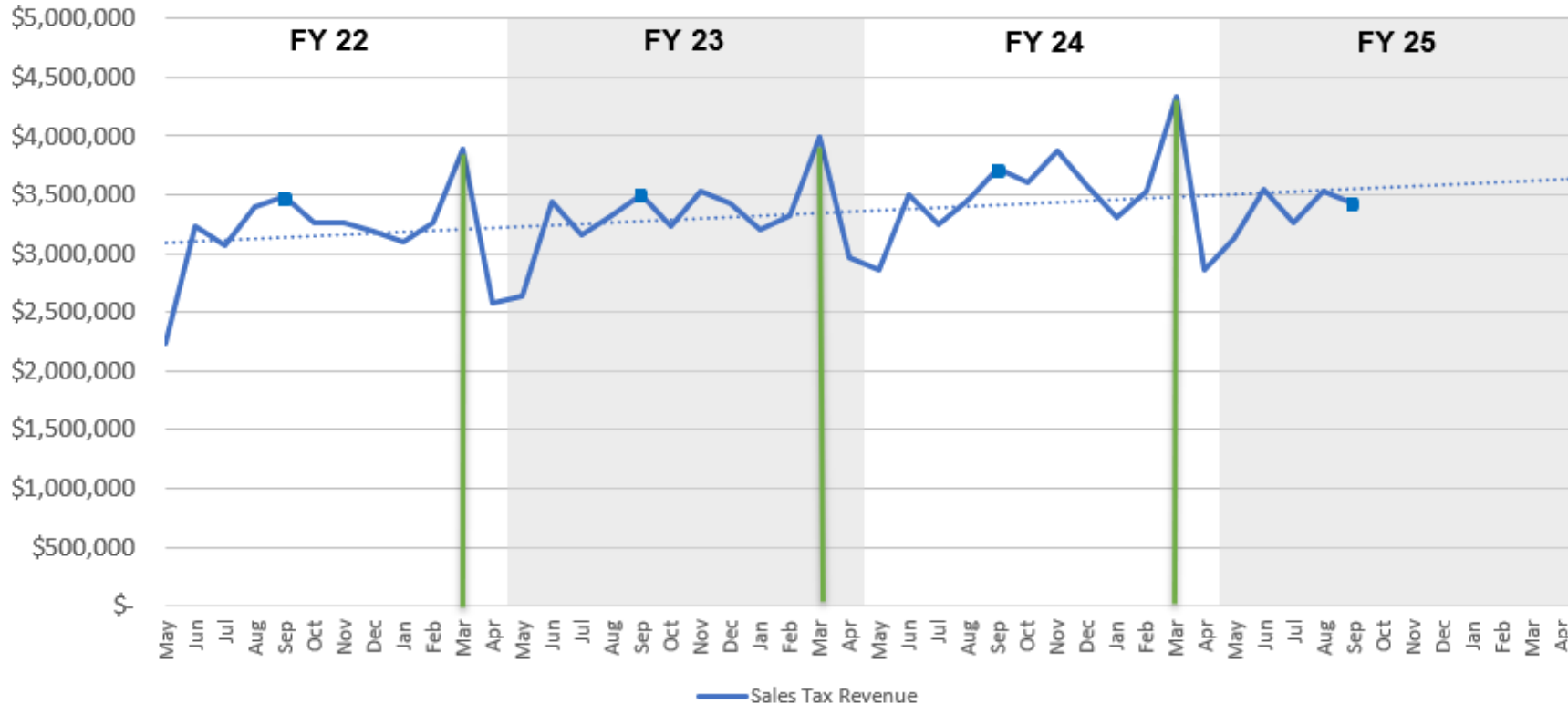




September **State Sales** tax receipts (General Fund), which were for June 2024 sales, totaled \$3,422,020, a \$300,200 or a -8.1% decrease compared to the same month last year. The tallest points in this chart reflect March revenues, which correspond to December sales.

The State of Illinois recently passed legislation that eliminates the 1% statewide grocery tax, effective January 1, 2026. As a result, this change will not impact the Village’s FY24/25 budget but will be considered in the FY25/26 Budget. Based on current IDOR remittance reports, the monthly average potential revenue loss beginning in January 2026 is \$325,000.

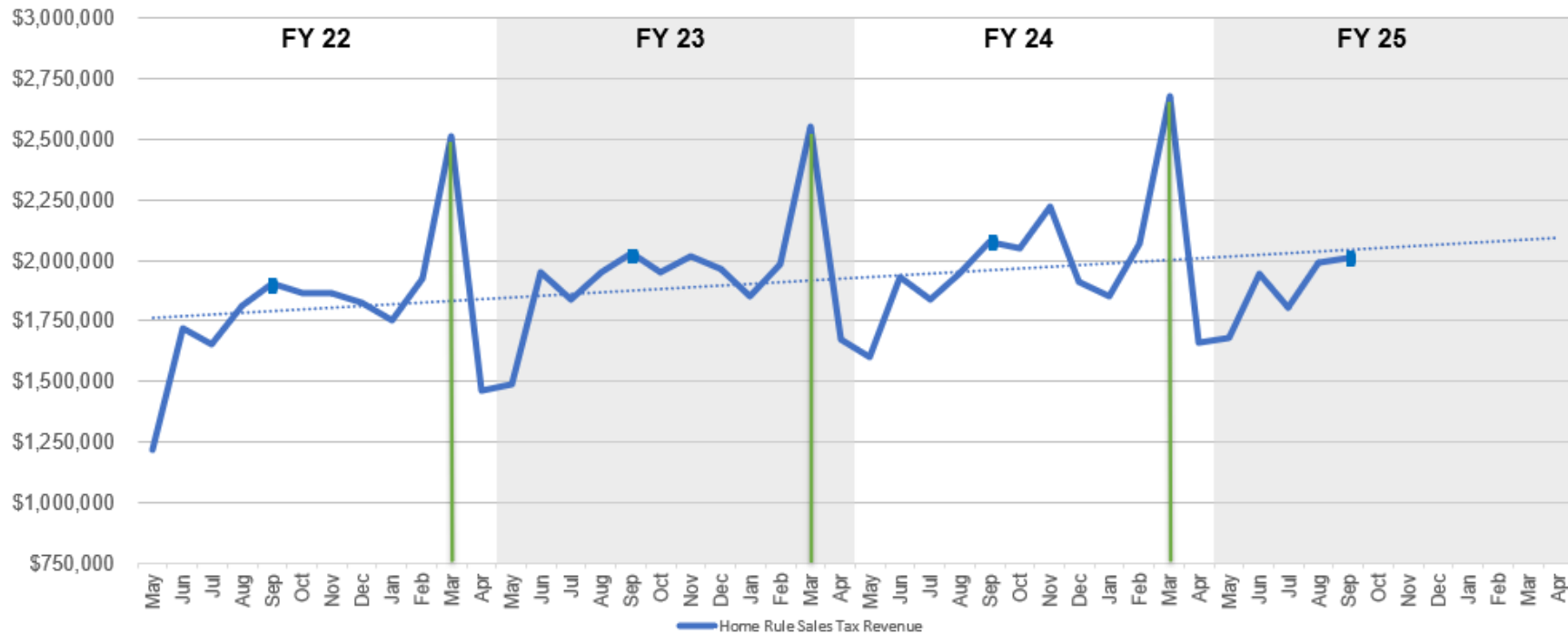
1% State Sales Tax Receipts





September **Home Rule Sales** tax receipts (General Fund), which were for June 2024 sales, totaled \$2,010,997, a \$67,687 or -3.3% decrease compared to the same month last year. The tallest points in this chart reflect March revenues, which correspond to December sales.

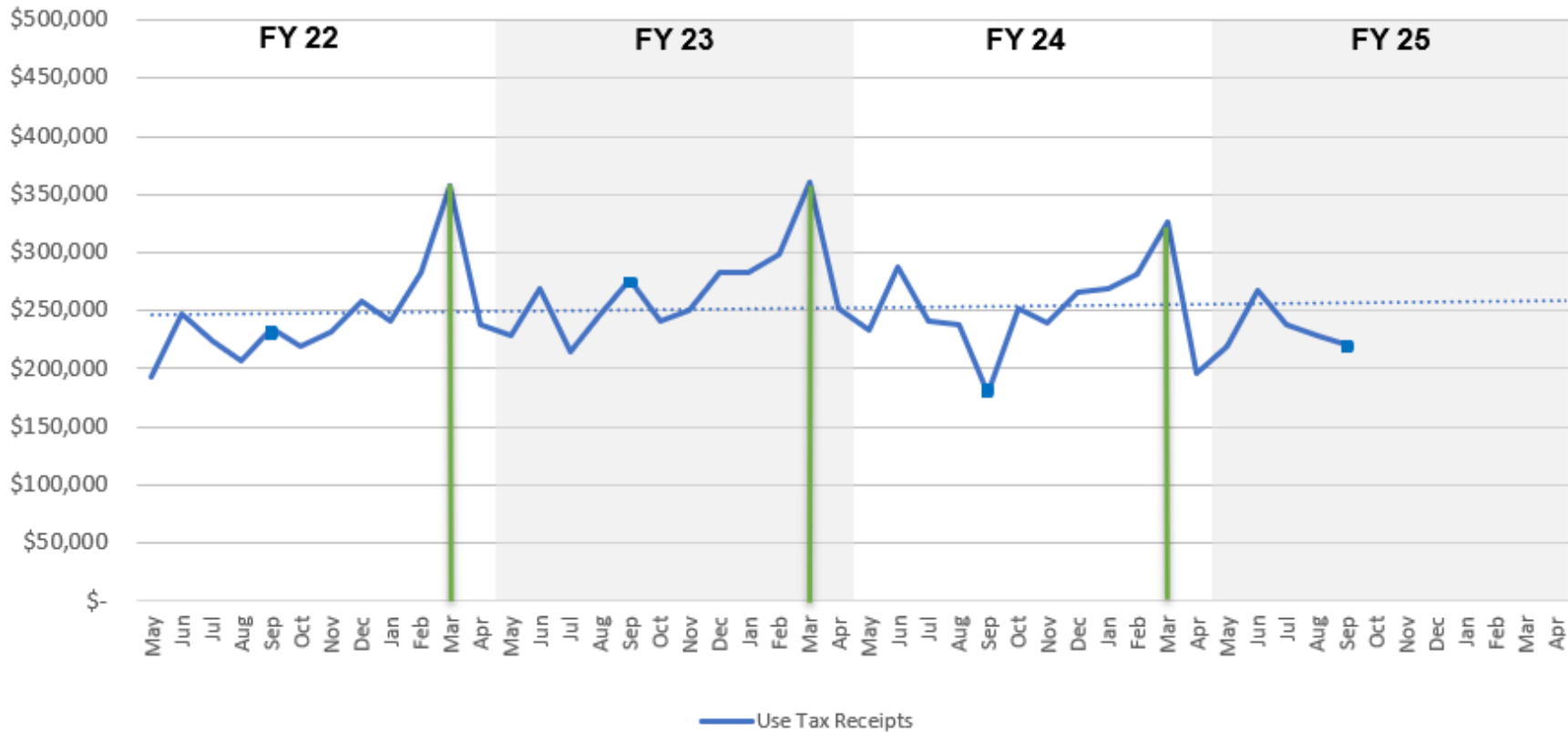
1% Home Rule Sales Tax Receipts





September **Use Tax** receipts, which were for June 2024 activity, totaled \$220,880, a \$42,048 or 23.5% increase, compared to the same month last year. Use Tax receipts are currently allocated to the Capital Improvement Project (CIP) Fund and a Debt Service fund.

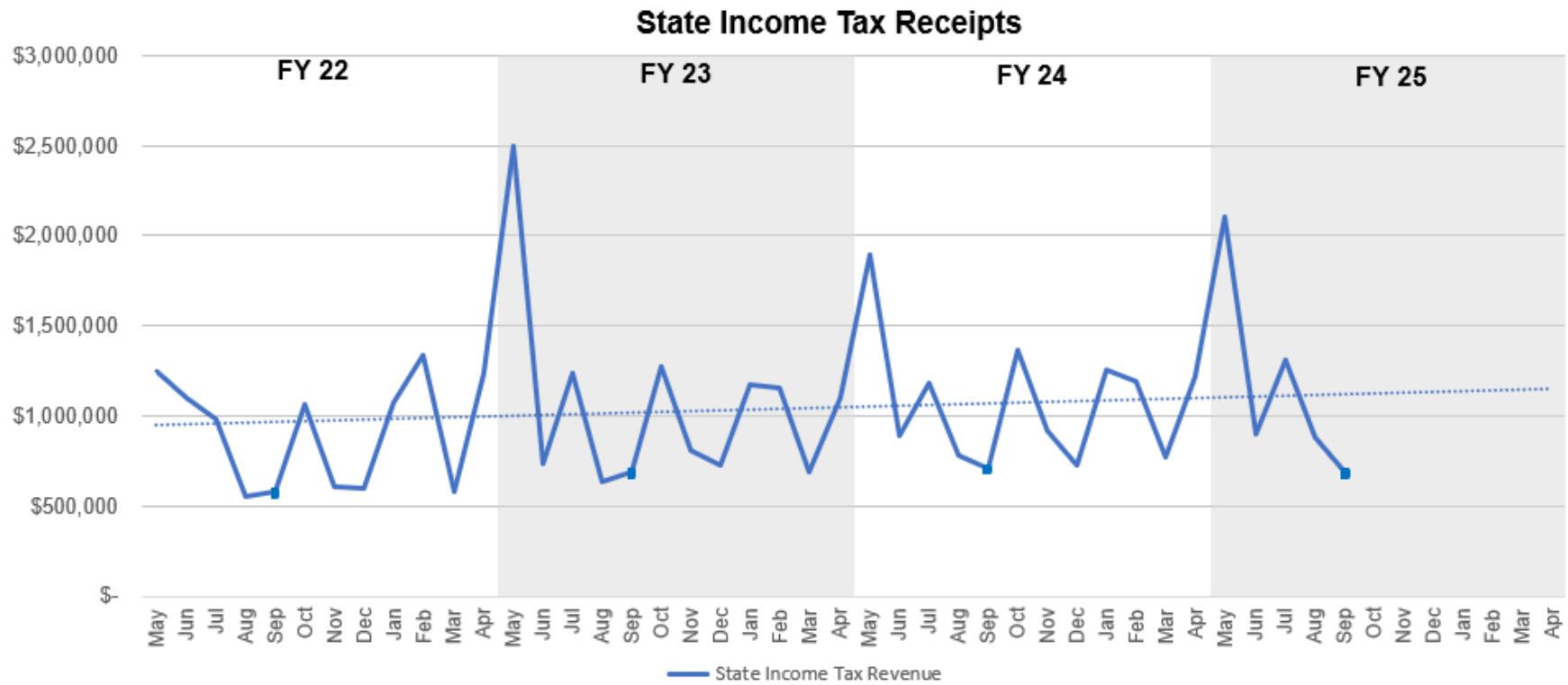
Use Tax Receipts





September **State Income Tax**, which were for August 2024 receipts, totaled \$689,004, a \$16,740 or -2.4% decrease compared to the same month last year.

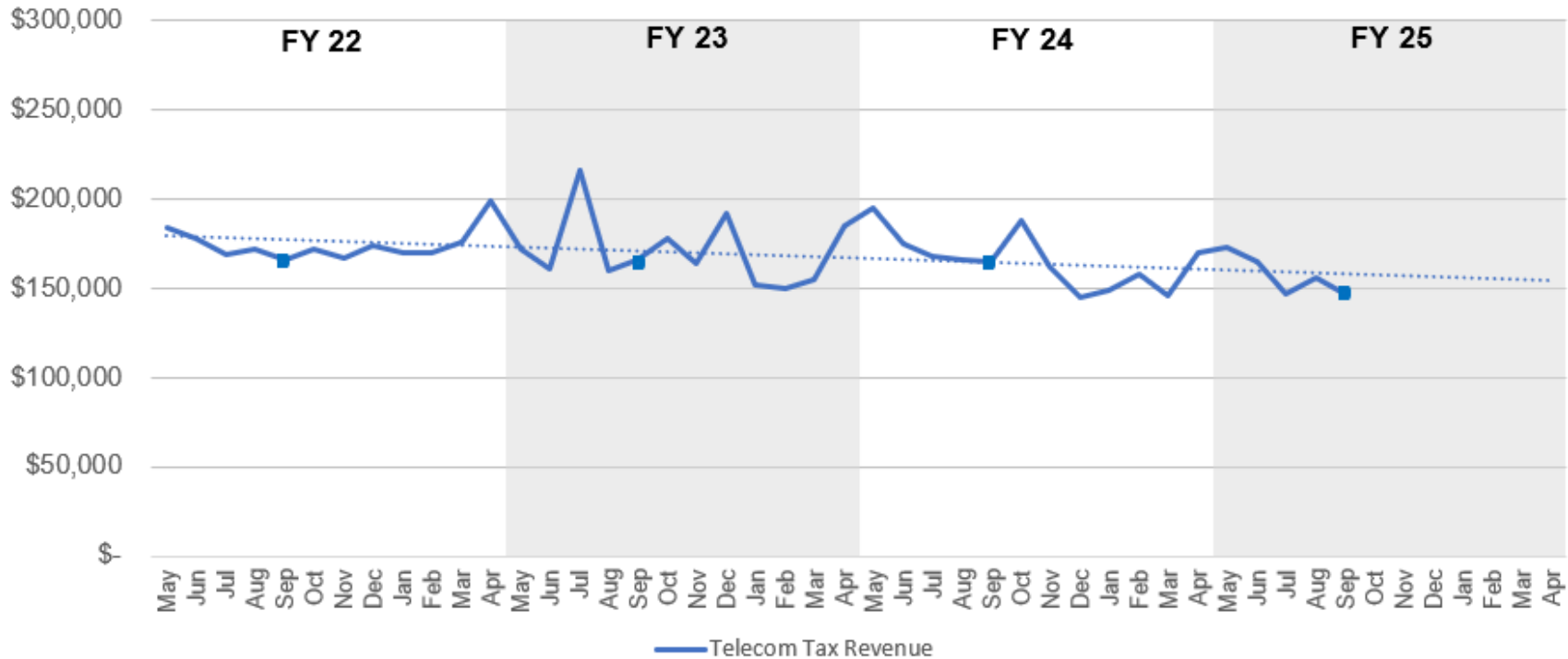
The State is distributing 6.47% of Income taxes to the Local Government Distributive Fund (LGDF), up from 6.16%, but still below the original allocation of 10%.





September **Telecommunications Tax** receipts, which represent June 2024 activity, totaled \$147,097, a \$17,741 or -10.8% decrease compared to the same month last year.

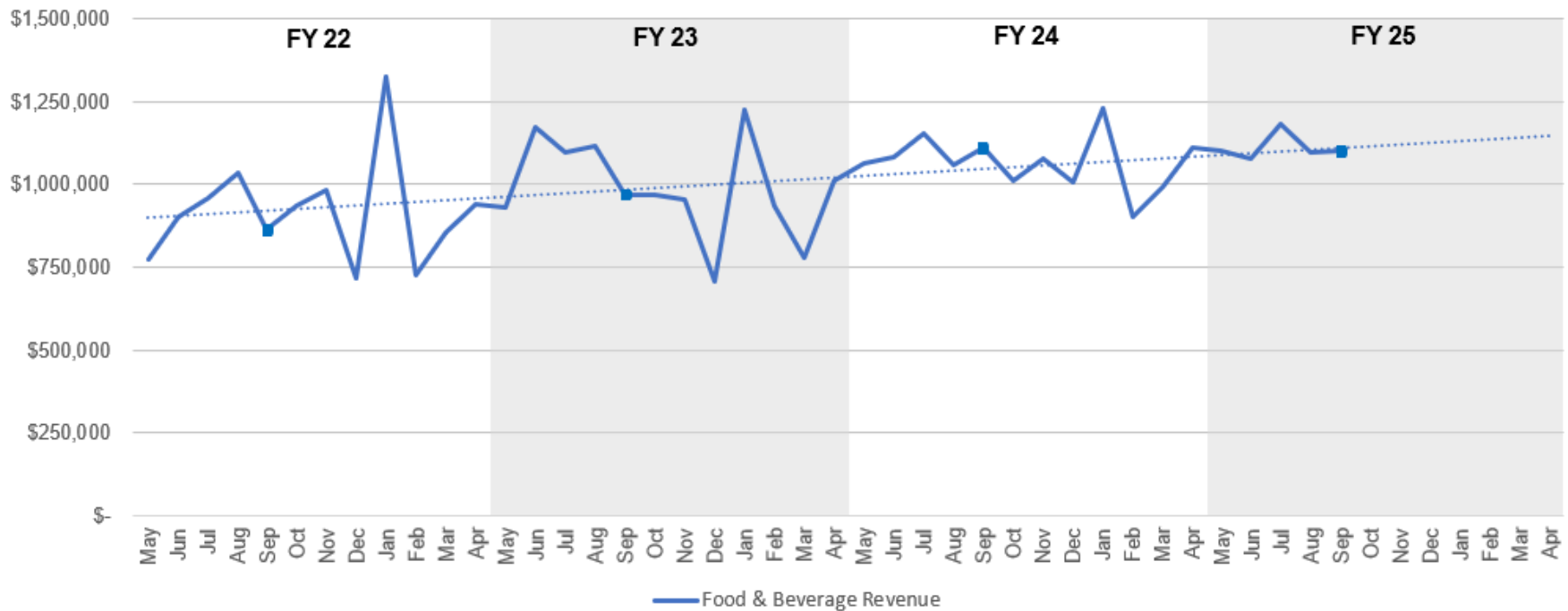
Telecommunications Tax





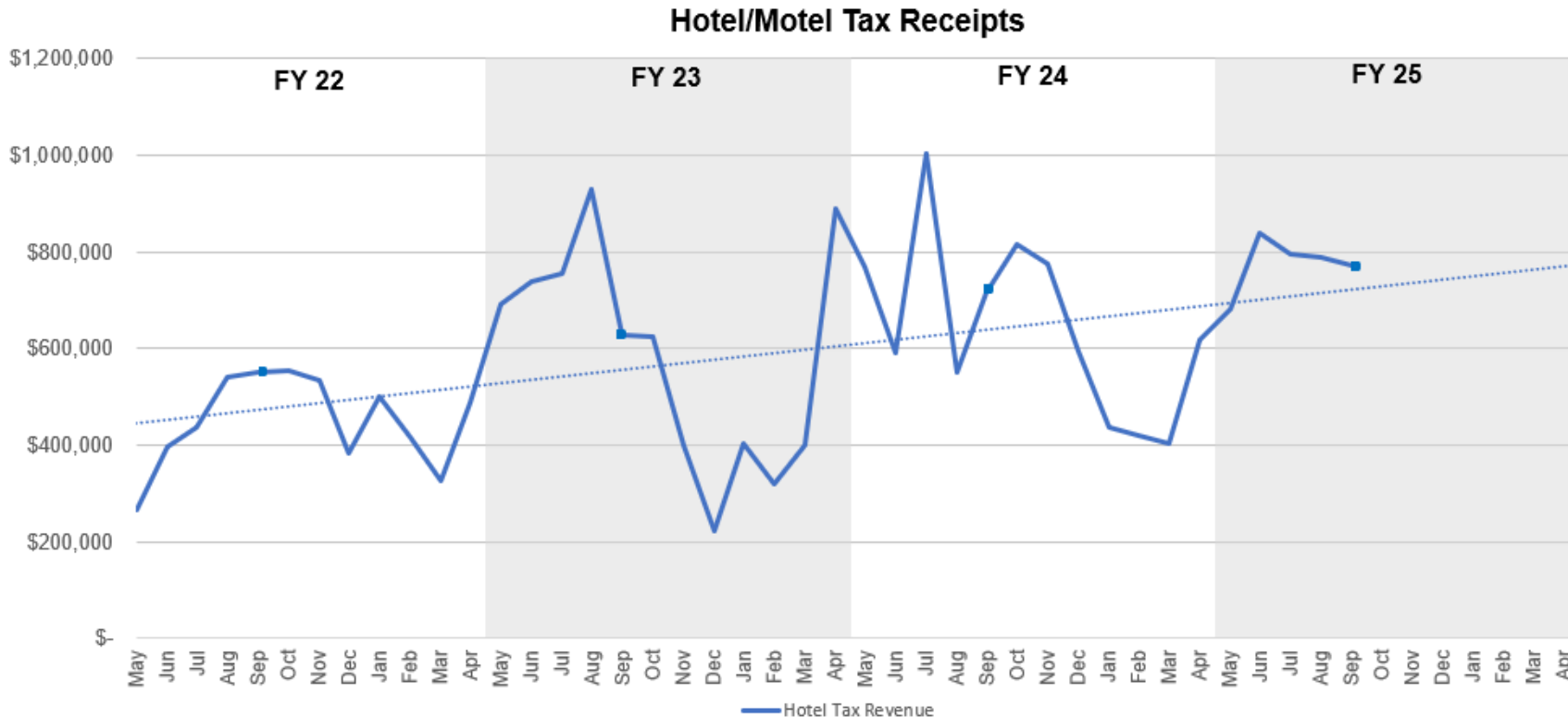
August **Food and Beverage Tax** receipts, which reflect July sales, totaled \$1,101,482, a \$8,410 or -0.8% decrease compared to the same month last year. There were 75 businesses delinquent with their payment, compared to 75 delinquent businesses at the same time last year.

Food and Beverage Tax Receipts





September **Hotel Tax** receipts totaled \$771,041 which is a \$55,491 or 7.8% increase compared to the same month last year. There were four delinquent taxpayers. Finance staff is communicating with these businesses and expects full compliance. Currently there are 35 active hotel/motel taxpayers, 31 hotels and 4 online travel companies (Airbnb, Priceline, Rocket Travel, and Travelscape).

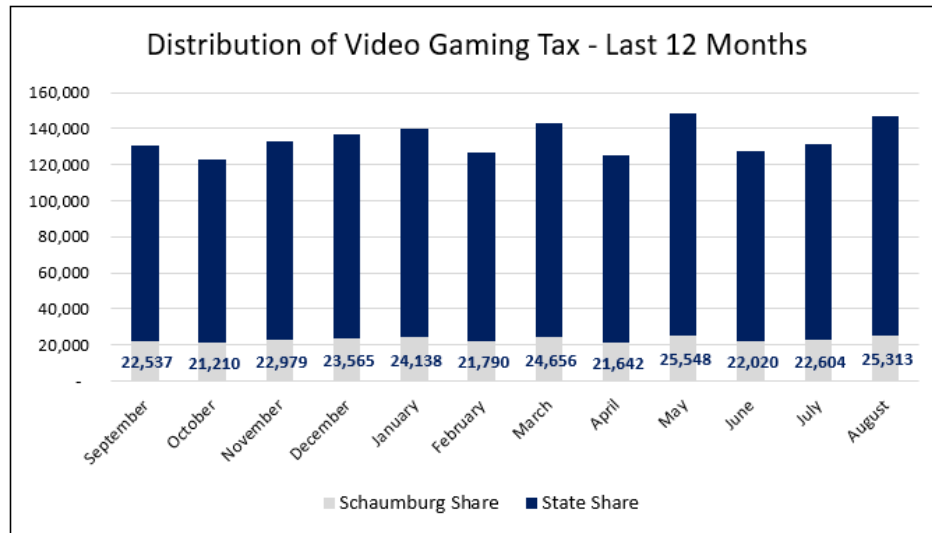


The Village of Schaumburg has been a financial supporter of Meet Chicago Northwest (MCNW) visitors and convention bureau for many years. Annual support is 10% of the Hotel/Motel tax revenue collected and deposited into the General Fund, which equates to the "10% of 4%" rule. This is used to support initiatives that bring tourism to the region. The most recent quarterly payment to MCNW was in September for \$121,168. The FY 24/25 YTD contribution is \$121,168.



Video Gaming- the State of Illinois imposes a tax of 30% of net terminal income (NTI) earned on video gaming terminals (VGTs), of which 5/6 is retained by the state and the remaining 1/6 is distributed to municipalities. Additionally, the state imposes a 4% tax on NTI that was increased to 5% in the SFY2025 Budget. The state retains the entire portion of this tax, which is deposited into the Capital Projects Fund. Any licensed video gaming location may operate up to six (6) VGTs. To date, there are 19 Schaumburg businesses offering video gaming, with a total of 106 video gaming terminals as of August 2024.

In the month of August 2024, gaming tax revenue of \$25,313 was collected, contributing to a rolling 12-month total of \$278,001. Displayed on the right is a listing of existing establishments along with their counts of VGTs.



Video Gaming	
August 2024	
Establishment Name	VGT Count
Bella Napoli	6
Moretti's	6
Finn McCool's Irish Sports Pub	6
Drink	6
The Hideout	4
Chicago Prime Italian	6
Frato's	6
Mugs Pizza & Ribs	6
Izzy's Slots	6
McCullough's Pub	6
Napoli Per Tutti	4
MT Barrels	6
Pilot Pete's	4
Shuffle's Cafe and Lounge - North Schaumburg	6
Shuffle's Cafe and Lounge - East Schaumburg	6
Shuffle's Cafe and Lounge - South Schaumburg	6
Shuffle's Cafe and Lounge - West Schaumburg	6
The Village Tavern & Grill	6
Westwood Tavern and Tap	4
	106



Other Tax Information

Real Estate Transfer Tax receipts totaled \$37,778 during September; a -15% decrease from the same month last year, bringing the cumulative revenue for this fiscal year to \$374,680. A total of 154 stamps were issued in September, compared to 168 stamps in the same month last year, which is a -7.7% decrease.

Local Motor Fuel Tax is comprised of 15 gas stations remitting the \$0.03/gallon local motor fuel tax. Receipts for September, which represent August sales, totaled \$71,290 which is \$10,125 or 16.6% higher compared to the same month last year. There were three delinquent taxpayers that Finance is working with to gain compliance. YTD revenues are \$333,064. The total budget for this tax is \$812,000.

Cannabis Tax revenue generated by adult-use cannabis sales began on January 1, 2020. Under Illinois' Cannabis Regulation and Tax Act (CRTA), two types of taxes are levied on cannabis sales. The state imposes a 7% cultivation privilege tax on the gross receipts from the sale of adult-use cannabis by a cultivator to a dispensary. Cannabis-infused products are taxed at 20% with higher percentages for products containing higher levels of THC. The State disburses a portion of the sales tax to local governments. Fiscal year tax receipts for State recreational cannabis tax are \$52,188. CRTA allows Municipalities to collect up to 3% in cannabis tax, which the village has elected to do. Since there are only three dispensaries in the village, reporting actual results for the local cannabis tax would be a violation of the confidentiality agreement with the State of Illinois. As such, this revenue is aggregated and reported under Other Revenue.

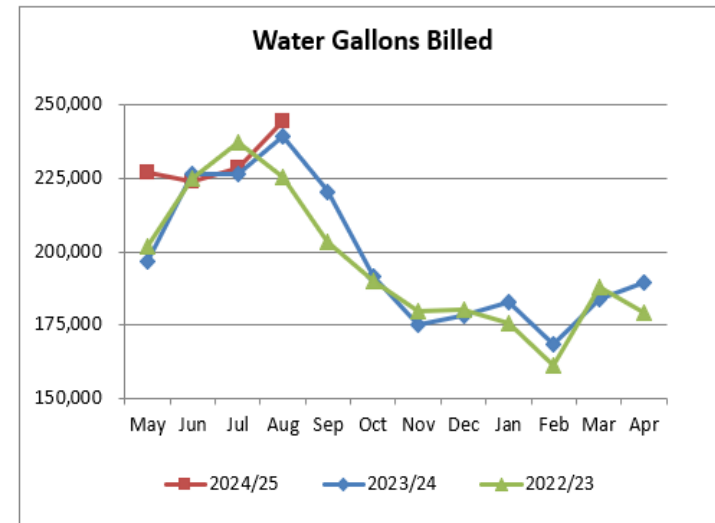
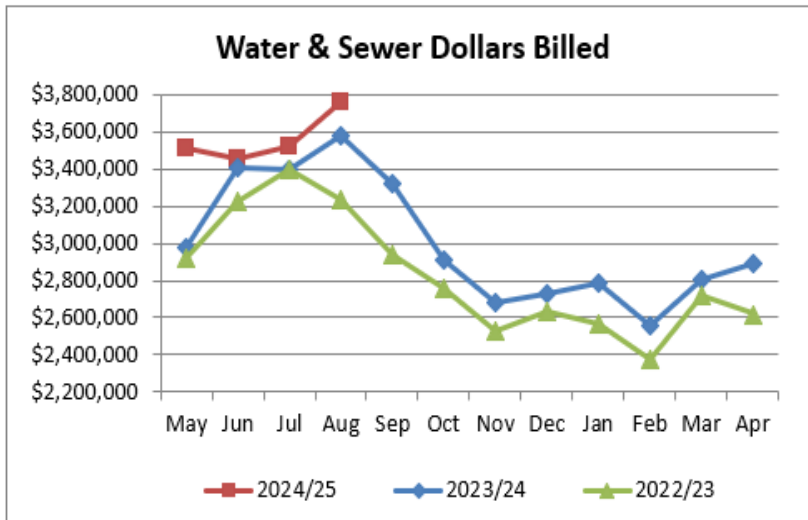
Electricity Tax the Village received \$367,219 in September from ComEd for the Municipal Electric Utility tax. Proceeds from this tax are recorded in the Capital Improvement Fund. After four months, \$1,328,169 has been collected, \$3.5 million annually is projected. Therefore, this tax is meeting expectations.

CPI and Economic Trends, the Consumer Price Index (CPI) for the Chicago-Naperville-Elgin area rose 4.1% year-over-year. The index for all items less food and energy increased 5.0% over the year. Energy prices declined 4%, largely the result of a decrease in gasoline prices. Food prices rose 0.8%.

Finance Monthly Report – September 2024



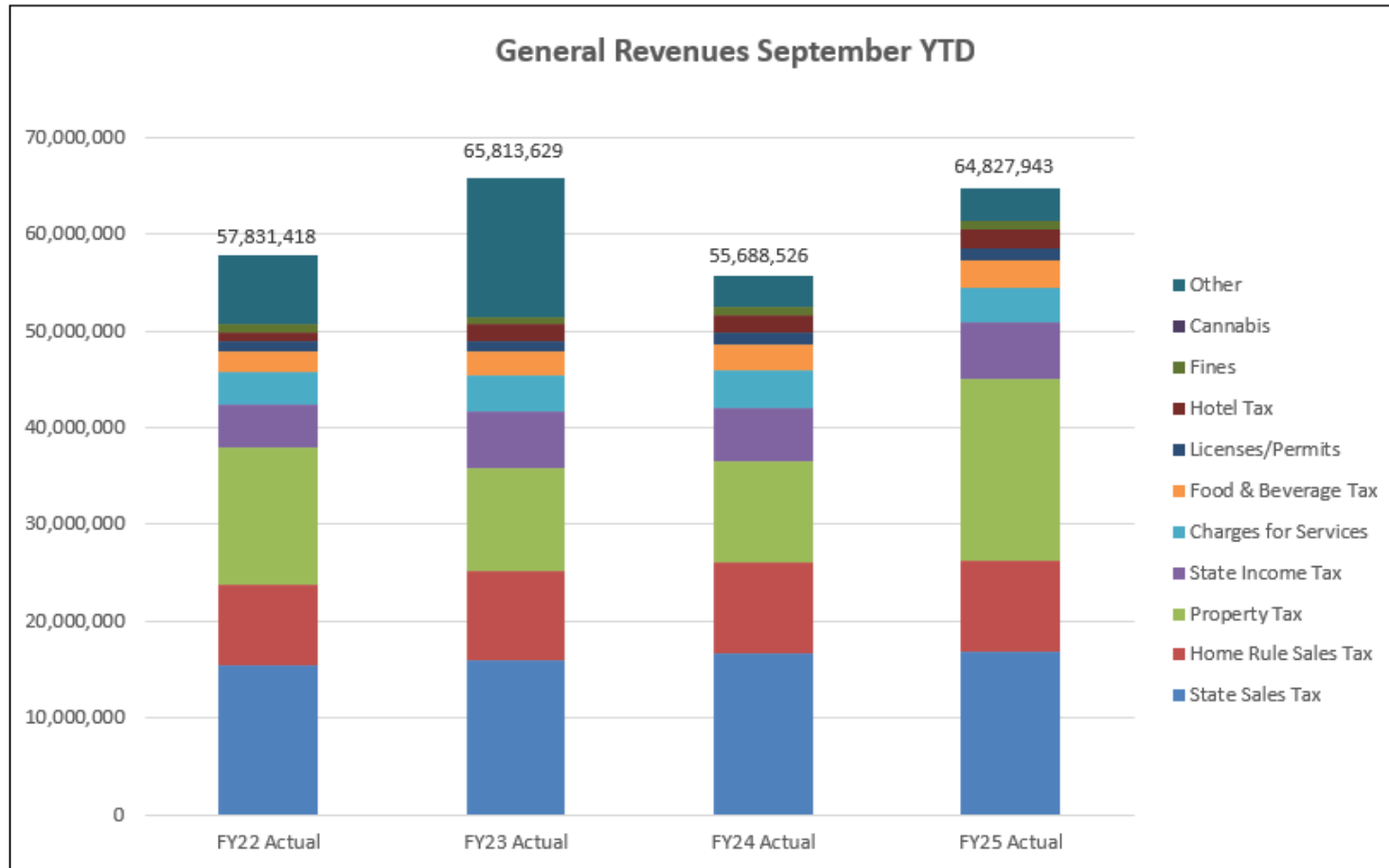
Description	August 2023		August 2024		YTD FY24/25	
	Number	Amount	Number	Amount	Number	Amount
Bills Sent	26,512	\$3,579,461	26,683	\$3,755,597	106,397	\$14,239,431
Shut Off Notices Sent	665	\$145,675	615	\$144,837	2,574	\$634,000
Services Shut Off	23	N/A	25	N/A	156	N/A
Penalties	3,568	\$43,073	3,410	\$28,911	15,063	\$132,854
New Direct Debit Accounts	108	N/A	89	N/A	322	N/A
Total Direct Debits	6,682	N/A	7,380	N/A	29,429	N/A
Direct Debits as % of Total Invoices	25.2%	N/A	27.7%	N/A	27.7%	N/A





General Fund Historical Trends

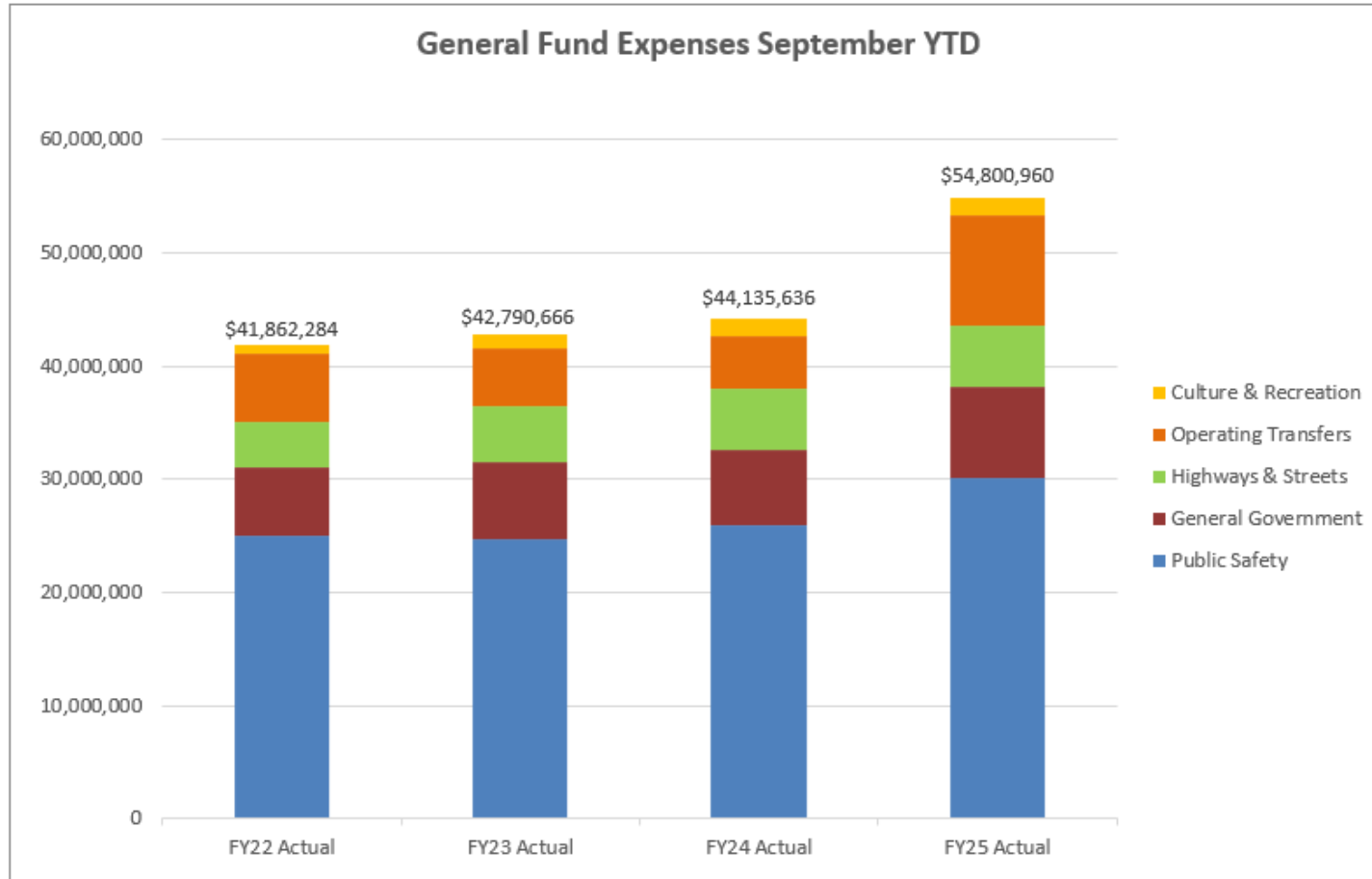
Below are charts comparing the YTD actual results of FY 22/23 – FY 24/25.





General Fund Historical Trends

The large increase in Public Safety expenses is primarily due to increases in required pension fund contributions. The increase in Operating Transfers represents the purchase of the temporary village hall building.



Finance

Monthly Report – September 2024



Monthly Financial Report - General Fund September 30, 2024

	<u>Current Month</u>				<u>YTD Actual</u>				<u>FY25 Original Budget</u>	<u>YTD Actual % of Original Budget</u>
	<u>FY25 Original Budget</u>	<u>\$ Actual</u>	<u>\$ Variance</u>	<u>% Variance</u>	<u>FY25 Original Budget</u>	<u>\$ Actual</u>	<u>\$ Variance</u>	<u>% Variance</u>		
Revenues										
State Sales Tax	\$ 3,505,645	\$ 3,438,208	\$ (67,437)	(1.9%)	\$ 15,793,760	\$ 16,886,047	\$ 1,092,287	6.9%	\$ 39,390,000	42.9%
Property Taxes	9,441	5,740	(3,701)	(39.2%)	18,505,603	18,688,492	182,889	1.0%	19,479,582	95.9%
Home-Rule Sales Tax	1,983,033	2,027,186	44,153	2.2%	8,960,677	9,430,855	470,178	5.2%	22,725,000	41.5%
State Income Tax	693,047	689,004	(4,043)	(0.6%)	5,349,996	5,889,829	539,833	10.1%	12,656,250	46.5%
Food & Beverage Tax	498,956	575,502	76,546	15.3%	2,494,778	2,796,281	301,503	12.1%	5,987,467	46.7%
Hotel Tax	337,291	541,383	204,093	60.5%	1,686,453	2,093,106	406,654	24.1%	4,047,486	51.7%
Cannabis Tax	11,813	9,692	(2,120)	(17.9%)	59,063	52,188	(6,874)	(11.6%)	141,750	36.8%
Licenses & Permits	171,094	390,108	219,014	128.0%	1,199,173	1,177,391	(21,782)	(1.8%)	4,042,242	29.1%
Charges for Services	789,048	638,498	(150,550)	(19.1%)	4,201,326	3,557,422	(643,904)	(15.3%)	10,502,957	33.9%
Fines & Forfeits	163,236	144,399	(18,837)	(11.5%)	739,971	853,963	113,992	15.4%	1,840,620	46.4%
Other	769,537	453,093	(316,444)	(41.1%)	2,956,102	3,019,811	63,709	2.2%	6,949,697	43.5%
Transfers In	159,808	76,512	(83,296)	(52.1%)	799,042	382,559	(416,483)	(52.1%)	1,917,701	19.9%
Total Revenues	\$ 9,091,947	\$ 8,989,324	\$ (102,622)	(1.1%)	\$ 62,745,944	\$ 64,827,943	\$ 2,082,001	3.3%	\$ 129,680,752	50.0%
Expenditures										
President & Board	\$ 31,303	\$ 23,343	\$ (7,960)	(25.4%)	\$ 156,620	\$ 152,836	\$ (3,784)	(2.4%)	\$ 396,585	38.5%
Boards & Commissions	19,565	9,434	(10,131)	(51.8%)	98,923	59,376	(39,547)	(40.0%)	326,766	18.2%
General Government	153,357	144,500	(8,857)	(5.8%)	766,819	1,404,765	637,946	83.2%	2,051,752	68.5%
Communications	73,297	47,168	(26,129)	(35.6%)	366,594	237,518	(129,076)	(35.2%)	916,346	25.9%
Finance	190,505	189,773	(732)	(0.4%)	870,242	843,103	(27,139)	(3.1%)	4,212,676	20.0%
Info Technology	382,611	278,906	(103,705)	(27.1%)	2,004,670	1,950,937	(53,733)	(2.7%)	5,021,516	38.9%
Human Resources	142,631	120,487	(22,144)	(15.5%)	876,241	835,329	(40,912)	(4.7%)	1,978,676	42.2%
Cultural Services	595,912	641,971	46,059	7.7%	1,524,902	1,438,700	(86,202)	(5.7%)	3,093,888	46.5%
Police	2,224,977	2,126,084	(98,893)	(4.4%)	14,970,613	16,325,630	1,355,017	9.1%	36,581,595	44.6%
Fire	1,913,355	1,805,884	(107,471)	(5.6%)	12,633,689	13,860,563	1,226,874	9.7%	31,536,664	44.0%
Public Works	1,197,309	1,165,101	(32,208)	(2.7%)	6,012,405	5,142,437	(869,968)	(14.5%)	15,488,449	33.2%
Community Development	465,372	450,457	(14,915)	(3.2%)	2,334,852	2,222,968	(111,884)	(4.8%)	5,897,243	37.7%
Economic Development	194,686	49,883	(144,803)	(74.4%)	407,045	226,186	(180,859)	(44.4%)	1,082,730	20.9%
Transportation	57,307	57,803	496	0.9%	286,767	246,351	(40,416)	(14.1%)	726,212	33.9%
Capital Projects	-	-	-	0.0%	-	5,450,000	5,450,000	0.0%	-	0.0%
Operating Transfers Out	880,852	880,852	0	0.0%	4,404,260	4,404,260	0	0.0%	10,570,223	41.7%
Total Expenditures	\$ 8,523,038	\$ 7,991,644	\$ (531,392)	(6.2%)	\$ 47,714,641	\$ 54,800,960	\$ 7,086,318	14.9%	\$ 119,881,320	45.7%
Surplus (Deficit)	\$ 568,909	\$ 997,680	\$ 428,771		\$ 15,031,303	\$ 10,026,983	\$ (5,004,317)		\$ 9,799,432	



Monthly Financial Report - September 30, 2024
Water Utility Fund

	Current Month				YTD Actual				Total Original Budget	YTD Actual % Original Budget
	FY25 Original Budget	Actual	\$ Variance	% Variance	FY25 Original Budget	Actual	\$ Variance	% Variance		
Revenues										
W & S Charges	\$ 3,687,233	\$ 3,797,284	\$ 110,051	3.0%	\$ 17,038,312	\$ 16,767,020	\$ (271,291)	(1.6%)	\$ 38,132,123	44.0%
Tap On Fees	10,250	23,540	13,290	129.7%	51,250	79,514	28,264	55%	123,000	64.6%
Other Revenue	204,266	55,135	(149,132)	(73.0%)	1,021,332	272,586	(748,746)	(73.3%)	2,451,197	11.1%
Total Revenues	\$ 3,901,749	\$ 3,875,959	\$ (25,791)	(0.7%)	\$ 18,110,894	\$ 17,119,121	\$ (991,773)	(5.5%)	\$ 40,706,320	42.1%
Expenditures										
Salaries & Wages	\$ 312,137	\$ 305,187	\$ (6,949)	(2.2%)	\$ 1,560,683	\$ 1,557,326	\$ (3,358)	(0.2%)	\$ 3,927,338	39.7%
Employee Insurance	61,627	61,627	0	0.0%	308,137	308,137	0	0.0%	714,520	43.1%
Employment Taxes	23,063	22,696	(367)	(1.6%)	115,314	118,960	3,645	3.2%	283,289	42.0%
Pensions	20,682	21,498	816	3.9%	103,408	108,554	5,145	5.0%	250,556	43.3%
Other Payroll Expenses	339	184	(155)	(45.8%)	21,164	20,672	(492)	(2.3%)	21,912	94.3%
Supplies	56,460	(17,165)	(73,625)	(130.4%)	282,450	282,014	(436)	(0.2%)	592,260	47.6%
Services and Charges	310,561	232,706	(77,855)	(25.1%)	1,524,560	1,139,108	(385,452)	(25.3%)	4,089,303	27.9%
JAWA	1,676,561	1,631,619	(44,942)	(2.7%)	7,722,781	7,338,297	(384,484)	(5.0%)	16,058,277	45.7%
Capital Expenditures	1,334,969	(108,691)	(1,443,660)	(108.1%)	6,674,845	527,555	(6,147,290)	(92.1%)	17,821,620	3.0%
Depreciation/Bad Debt	201,624	198,582	(3,042)	(1.5%)	1,008,120	998,589	(9,531)	(0.9%)	2,420,488	41.3%
Operating Transfers Out	296,455	296,455	(0)	(0.0%)	1,482,275	1,482,275	(0)	(0.0%)	3,546,126	41.8%
Total Expenditures	\$ 4,294,477	\$ 2,644,698	\$ (1,649,779)	(38.4%)	\$ 20,803,739	\$ 13,881,486	\$ (6,922,253)	(33.3%)	\$ 49,725,689	27.9%
Surplus (Deficit)	\$ (392,728)	\$ 1,231,261	\$ 1,623,989		\$ (2,692,845)	\$ 3,237,634	\$ 5,930,480		\$ (9,019,369)	

Finance

Monthly Report – September 2024



Monthly Financial Report - August 31, 2024
Hotel and Convention Center Funds

	Current Month				YTD Actual				2024 Annual Budget	YTD Actual % of Annual Budget
	Budget	Actual	\$ Variance	% Variance	Budget	Actual	\$ Variance	% Variance		
Convention Center Fund (590)										
Revenues (590)										
Hotel Tax	\$ 287,541	\$ 316,861	\$ 29,320	10.2%	\$ 2,254,427	\$ 2,241,572	\$ (12,855)	(0.6%)	\$ 3,541,963	63.3%
Telecommunications Tax	250	272	22	8.8%	2,000	2,157	157	7.9%	3,000	71.9%
Amusement Tax	217,904	254,852	36,948	17.0%	1,521,321	1,731,753	210,432	13.8%	2,241,000	77.3%
H. R. Sales Tax - Renaissance	14,169	15,195	1,026	7.2%	124,650	109,791	(14,859)	(11.9%)	192,610	57.0%
Food & Beverage Tax	273,048	284,469	11,421	4.2%	2,235,605	2,367,656	132,051	5.9%	3,332,604	71.0%
State Sales Tax - Renaissance	14,169	15,195	1,026	7.2%	124,650	109,791	(14,859)	(11.9%)	192,610	57.0%
Invstmt Inc/Host Lease/Land Sale	204,167	432,877	228,710	112.0%	1,633,333	6,908,965	5,275,632	323.0%	2,450,000	282.0%
Operating Transfers In	747,280	-	(747,280)	(100.0%)	5,978,238	8,167,189	2,188,951	36.6%	8,967,357	91.1%
Total Revenues (590)	\$ 1,758,528	\$ 1,319,721	\$ (438,807)	(25.0%)	\$ 13,874,225	\$ 21,638,874	\$ 7,764,649	56.0%	\$ 20,921,144	103.4%
Expenditures (590)										
Professional Services	\$ 58,333	146,829	\$ 88,496	151.7%	\$ 466,667	\$ 1,331,308	\$ 864,641	185.3%	\$ 700,000	190.2%
Economic Development	-	-	-	0.0%	-	675,000	675,000	NA	\$ -	NA
Tax Exempt Bond Interest	-	-	-	0.0%	4,207,365	4,207,365	(0)	0.0%	8,414,729	50.0%
Capital Transfers Out	-	-	-	0.0%	5,000,000	2,500,000	(2,500,000)	0.0%	5,000,000	50.0%
Depreciation and Amortization	500,000	500,000	-	0.0%	4,000,000	4,000,000	-	0.0%	6,000,000	66.7%
Total Expenditures (590)	\$ 558,333	\$ 646,829	\$ 88,496	15.8%	\$ 13,674,032	\$ 12,713,673	\$ (960,359)	(7.0%)	\$ 20,114,729	63.2%
Surplus/ (Deficit) (590)	\$ 1,200,195	\$ 672,892	\$ (527,303)		\$ 200,193	\$ 8,925,201	\$ 8,725,008		\$ 806,415	
Renaissance Hotel/CC Fund (591)										
Revenues (591)										
Hotel Room Revenue	\$ 1,960,737	\$ 1,994,894	\$ 34,157	1.7%	\$ 14,083,577	\$ 14,001,900	\$ (81,677)	(0.6%)	\$ 20,020,471	69.9%
Banquet Revenue	1,910,945	1,680,730	(230,215)	(12.0%)	13,669,074	12,693,380	(975,694)	(7.1%)	19,828,250	64.0%
Restaurant Revenue	322,481	311,418	(11,063)	(3.4%)	2,913,564	2,675,895	(237,669)	(8.2%)	3,741,873	71.5%
Other Hotel/CC Revenue	527,596	482,885	(44,711)	(8.5%)	3,343,363	3,823,363	480,000	14.4%	4,860,196	78.7%
Capital Transfers In	-	3,500,000	3,500,000	0.0%	5,000,000	6,000,000	1,000,000	0.0%	5,000,000	0.0%
Total Revenues (591)	\$ 4,721,759	\$ 7,969,927	\$ 3,248,168	68.8%	\$ 39,009,577	\$ 39,194,538	\$ 184,961	0.5%	\$ 53,450,790	73.3%
Expenditures (591)										
Hotel Room Expenses	\$ 533,983	\$ 563,146	\$ 29,163	5.5%	\$ 4,054,406	\$ 4,188,734	\$ 134,328	3.3%	\$ 5,966,651	70.2%
Kitchen Expenses	523,060	524,774	1,714	0.3%	4,243,641	4,105,127	(138,514)	(3.3%)	6,068,823	67.6%
Banquet Expenses	551,662	563,833	12,171	2.2%	4,370,197	4,117,140	(253,057)	(5.8%)	6,399,022	64.3%
Restaurant Expenses	160,475	162,914	2,439	1.5%	1,433,216	1,421,297	(11,919)	(0.8%)	1,970,809	72.1%
Capital Outlay	250,765	4,440,227	4,189,462	1,670.7%	2,006,123	9,470,876	7,464,753	372.1%	3,009,185	314.7%
Other Expenses	1,402,667	1,308,422	(94,246)	(6.7%)	10,646,732	10,640,015	(6,717)	(0.1%)	16,008,943	66.5%
Transfer to Convention Center	747,280	-	(747,280)	(100.0%)	5,978,238	7,035,809	1,057,571	17.7%	8,967,357	78.5%
Total Expenditures (591)	\$ 4,169,894	\$ 7,563,316	\$ 3,393,422	81.4%	\$ 32,732,554	\$ 40,978,998	\$ 8,246,444	25.2%	\$ 48,390,790	84.7%
Surplus/ (Deficit) (591)	\$ 551,865	\$ 406,611	\$ (145,254)		\$ 6,277,023	\$ (1,784,460)	\$ (8,061,483)		\$ 5,060,000	
Net Surplus/ (Deficit)	\$ 1,752,060	\$ 1,079,503	\$ (672,557)		\$ 6,477,216	\$ 7,140,741	\$ 663,525		\$ 5,866,415	



RFPS AND CONTRACTS \$20,000 TO \$50,000

Date	Project	Vendor	Amount
9/3/2024	Trailer to haul Paver for Street Operations	McCann	\$41,908
9/9/2024	Purchase of Police Interceptor	Currie Motors	\$48,433
9/10/2024	Replacement of main curtain in PCA Theater	North-West Drapery Services	\$26,500
9/19/2024	5-year Strategic Plan for Finance Department	MGT Consulting	\$22,000
9/25/2024	Purchase of firearms for Police Department	Acme Sports	\$24,921
		Monthly Total	\$163,762
		Year to Date Total	\$950,285



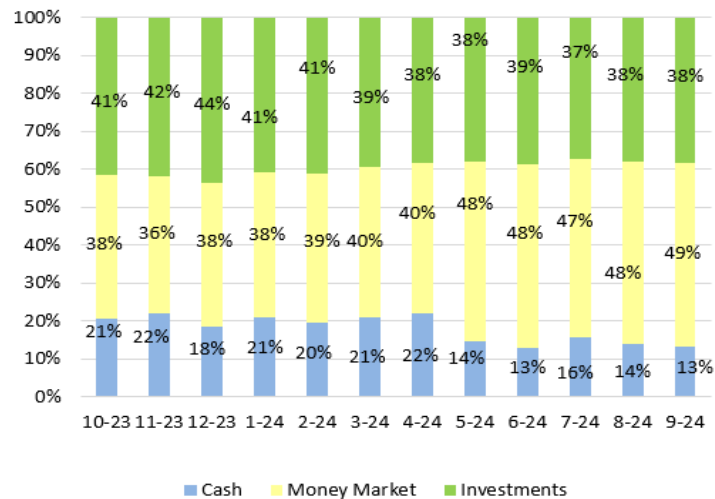
SUMMARY OF CASH AND INVESTMENTS

VILLAGE OF SCHAUMBURG STATEMENT OF CASH AND INVESTMENTS September 30, 2024

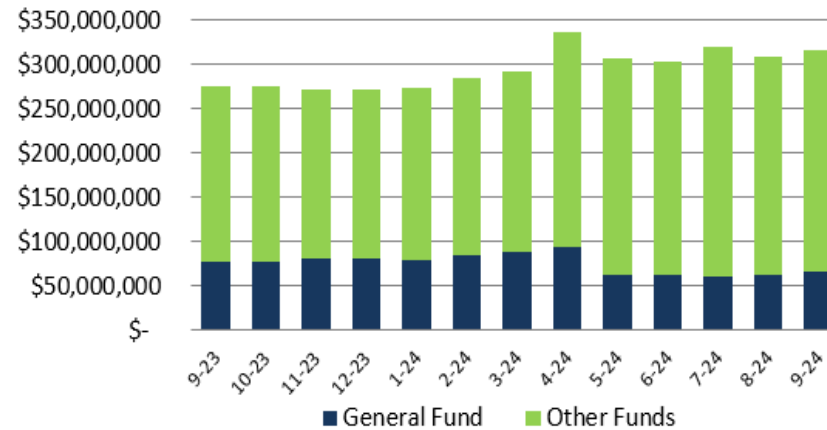
	Par Value	Current Book Value	Market Value	Percent Total Book Value
Cash	41,151,054	41,151,054	41,151,054	13%
Money Market	152,202,845	152,202,845	152,202,845	49%
CDs	34,639,799	34,639,799	34,782,656	11%
Agency Bonds	57,050,000	56,921,389	57,190,179	18%
US Treasury Notes	15,050,000	14,924,002	14,763,257	5%
Municipal Bonds	12,780,000	12,592,599	12,547,530	4%
Total	\$ 312,873,698	\$ 312,431,688	\$ 312,637,521	100%

Last Year	\$281,213,037	\$279,350,483	\$277,267,467
Change Increase (Decrease) from Last Year	11.3%	11.8%	12.8%

Cash vs Money Market vs Investments



General Fund & Total Investments by Month





**Recommendation to Accept the Annual Comprehensive Financial Report for the Year Ended
April 30, 2024
10/21/2024**

Finance Legal Administrative General Government

Presenter: Franceska Fabyan, Accounting Manager Lisa Petersen, Director of Finance
Lead Department: Finance

Executive Summary:

Local governments are required by state law to have their annual financial statements audited by a qualified certified public accountant. The Village retained the services of Baker Tilly US, LLP to perform the audit of Village of Schaumburg financial statements for the fiscal year ended April 30, 2024.

Accompanying this memorandum is a copy of the Annual Comprehensive Financial Report (Annual Report) for the fiscal year ended April 30, 2024. The auditors' opinion, on the financial statements, reports that the financial statements are prepared in accordance with generally accepted accounting principles and present fairly the financial position of the Village on April 30, 2024 and the results of its operations for the year then ended.

Financial results for the General Fund were strong despite a net decrease in Fund Balance of \$10.3 million, which is due primarily to the tactical transfers of excess reserves to the CIP fund (\$7.2M), Vital Streets fund (\$9.3M), Building Replacement fund (\$16.6M), and \$250,000 to each of the Public Safety Pension funds. Actual General Fund revenue was \$132.6M, 4.4% higher than the Final Budget. Expenditures of \$110.4M were 1.7% below the Final Budget. Other Financing Uses exceeded Other Financing Sources by \$32.4M due to the excess reserves transfers.

The Renaissance Schaumburg Convention Center Hotel reported 2023 operating income, before depreciation and amortization, of \$9.2M compared to operating income of \$9.3M in 2022.

Detailed in the accompanying memo are highlights of General Fund performance as well as results for the Water and Sewer Fund, Renaissance Schaumburg Convention Center Hotel, and the Public Safety Pension Funds. An overall review of the Village's financial condition and the results of operation appears in a section titled "Management's Discussion and Analysis" (MD&A), which can be found beginning on page MD&A-1- of the Annual Report. Finally, the audit results letter is required communication from Baker Tilly and is titled "Reporting and insights from the 2024 Audit: Village of Schaumburg, Illinois".

Recommended Action:

The Village Manager recommends the Finance, Legal, Administrative, and General Government Committee recommends the Village Board accept the Annual Comprehensive Financial Report for the fiscal year ended April 30, 2024.

ATTACHMENTS:

	Description	Type
▣	Memo	Exhibit
▣	Baker Tilly Report	Exhibit
▣	FY23-24 ACFR	Exhibit



VILLAGE OF SCHAUMBURG
PROGRESSTHROUGHTHOUGHTFULPLANNING

Date: October 3, 2024
To: Village Manager
From: Director of Finance
Subject: **ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED APRIL 30, 2024**

INTRODUCTION:

Local governments are required by state law to have their annual financial statements audited by a qualified certified public accountant. The Village retained the services of Baker Tilly US, LLP to perform the financial statement audit for the fiscal year ended April 30, 2024.

DISCUSSION:

Accompanying this memorandum is a copy of the Annual Comprehensive Financial Report (Annual Report) for the fiscal year ended April 30, 2024.

The auditors' opinion on the financial statements, found on pages 1 thru 3, reports that the Annual Report is prepared in accordance with Generally Accepted Accounting Principles and presents fairly the financial position of the Village on April 30, 2024, and the results of its operations for the year then ended.

An overall review of the Village's financial condition and results of operations appears in a section entitled "Management's Discussion and Analysis" (MD&A), which can be found beginning on page MD&A-1-. Readers of the Annual Report are encouraged to review the MD&A to better understand the financial activity of the past year.

General Fund:

For the year ended April 30, 2024, the Village's General Fund reported revenues exceeding expenditures by \$22,156,231. Other financing uses exceeded other financing sources by \$32,426,223, which reflects the tactical transfers of excess reserves for capital planning and additional contributions to the public safety pension funds. The resulting net decrease in Fund Balance is \$10,269,992. Total fund balance in the General Fund was \$75,033,995 on April 30, 2024. Unassigned fund balance in the General Fund totaled \$70,630,907, representing 64% of total General Fund expenditures in FY24. The Village's Fund Balance policy states that the General Fund's unassigned fund balance benchmark is 40% of the subsequent year's budgeted expenditures and other financing uses. As of April 30, 2024, the Village's unassigned fund balance represents 59% of the FY25 Budget for expenditures and other financing uses. The Village uses a conservative benchmark due to heavy reliance on elastic revenue sources to fund General Fund operations.

Finance

Revenue for the year totaled \$132,557,698, which was \$5,538,887, or 4.4%, above the Final Budget. Expenditures of \$110,401,467 came in \$1,943,581 or 1.7% below the Final Budget.

Revenue from Taxes totaled \$54.7 million, compared to \$53.8 million received last year. The actual tax revenues received were \$1,346,891 or 2.5% above the final budget. When the original FY24 budget was adopted in April 2023, a surplus of \$6.1 million was anticipated. With the budget amendments, the expected surplus became \$11.5 million. Amendments made to tax revenue totaled \$1,500,000, a net increase from the Original Budget of \$51,889,535 to \$53,389,535. Home Rule Sales tax and Food and Beverage taxes accounted for most of the total net increase to tax revenue.

Intergovernmental revenue totaled \$56.3 million, an increase from the \$54 million reported last year and \$4,111,456 or 7.9% above Final Budget expectations for the year. Sales tax revenue of \$42.2 million was \$3,156,724, or 8.1%, above Final Budget and Income tax revenue of \$12.9 million was \$1,000,927, or 8.4% above Final Budget. Amendments made to intergovernmental revenue totaled \$3,000,000, a net increase from the Original Budget of \$49,217,988 to \$52,217,988. Sales and Income taxes accounted for most of the total net increase to Intergovernmental revenue. The Charges for Services revenue category came in \$449,018 below the Final Budget with Ambulance fees under expectations by \$615,773. Bad Debt expense related to Ambulance billing totaled \$1,976,399.

Water and Sewer Fund:

The Water and Sewer Fund reported operating income of \$8,290,165; this includes depreciation and amortization expense of \$2,594,991, which is a non-cash expense. Combined with non-operating income, transfers, and capital grants, the change in net position was \$6,394,113, resulting in a 10.7% increase in net position from \$59,637,574 last year to \$66,031,687 in FY24. Cash and investments totaled \$14,181,740 on April 30, 2024.

Hotel and Convention Center Fund:

For purposes of the Annual Report, the two funds related to the hotel and convention center are combined and reported as one enterprise operation. The Annual Report includes the hotel and convention center financial results for calendar year 2023. The operating income, before depreciation and amortization, was \$9,197,612, compared to operating income of \$9,334,332 reported last year. Net non-operating income totaled \$4,856,353, which includes \$9,452,406 from various tax revenue, \$3,080,902 in investment income, and \$7,743,100 in interest expense. Net position increased by \$7.8 million bringing the total net position to \$29,270,340 for calendar year 2023.

Police and Firefighters' Pension Funds:

The Village's two single-employer pension plans experienced very good investment results in FY24. The Police Pension Fund reported an increase in net position of \$7,045,472 on net investment income of \$10,962,930, with contributions of \$7,221,993 and \$1,283,882 from the Village and Employees, respectively. The Firefighters' Pension Fund reported an increase in net position of \$7,382,452 on net investment income of \$12,042,202, with contributions of \$6,630,330 and \$1,294,333 from the Village and Employees, respectively.

Using the assumptions required by the Governmental Accounting Standards Board (GASB) for reporting purposes, the fiduciary net position as a percentage of the total pension liability (percent funded level) for the Police Pension fund is 53% and 57% for the Firefighters' Pension fund. This detailed and historical information can be found in the Annual Report on pages 90 and 91.

COMMUNICATION FROM THE AUDITORS:

Generally Accepted Auditing Standards require the auditor to provide the corporate authorities with a letter outlining any difficulties they encountered during the audit engagement. Accompanying the Annual Report, please find said communication from Baker Tilly entitled, "Reporting and Insights from the 2024 audit: Village of Schaumburg, Illinois".

This communication is intended for the Village President, Board of Trustees, and Village Management as it contains the audit objectives and results, as well as upcoming accounting changes. Additionally, the letter contains trending challenges for organizations and the management representation letter.

RECOMMENDATION:

Staff recommends the Finance, Legal, Administrative, and General Government Committee recommends the Village Board to accept the Annual Comprehensive Financial Report for the fiscal year ended April 30, 2024.



**Reporting and insights
from 2024 audit:**
Village of Schaumburg, Illinois

April 30, 2024

Executive summary

To the Village Board
Village of Schaumburg
101 Schaumburg Court
Schaumburg, Illinois, 60193

We have completed our audit of the financial statements of the Village of Schaumburg (the Village) for the year ended April 30, 2024, and have issued our report thereon dated October 3, 2024. This letter presents communications required by our professional standards.

Your audit should provide you with confidence in your financial statements. The audit was performed based on information obtained from meetings with management, data from your systems, knowledge of your Village's operating environment and our risk assessment procedures. We strive to provide you clear, concise communication throughout the audit process and of the final results of our audit.

Additionally, we have included information on key risk areas the Village of Schaumburg should be aware of in your strategic planning. We are available to discuss these risks as they relate to your organization's financial stability and future planning.

If you have questions at any point, please connect with us:

- Michael Malatt, CPA , Principal: michael.malatt@bakertilly.com or +1 (630) 645 6226

Sincerely,

Baker Tilly US, LLP

A handwritten signature in black ink, appearing to read "Michael Malatt". The signature is written in a cursive, flowing style.

Michael Malatt, CPA, Principal

THIS COMMUNICATION IS INTENDED SOLELY FOR THE INFORMATION AND USE OF THOSE CHARGED WITH GOVERNANCE, AND, IF APPROPRIATE, MANAGEMENT, AND IS NOT INTENDED TO BE AND SHOULD NOT BE USED BY ANYONE OTHER THAN THESE SPECIFIED PARTIES.

BAKER TILLY ADVISORY GROUP, LP AND BAKER TILLY US, LLP, TRADING AS BAKER TILLY, ARE MEMBERS OF THE GLOBAL NETWORK OF BAKER TILLY INTERNATIONAL LTD., THE MEMBERS OF WHICH ARE SEPARATE AND INDEPENDENT LEGAL ENTITIES. BAKER TILLY US, LLP IS A LICENSED CPA FIRM THAT PROVIDES ASSURANCE SERVICES TO ITS CLIENTS. BAKER TILLY ADVISORY GROUP, LP AND ITS SUBSIDIARY ENTITIES PROVIDE TAX AND CONSULTING SERVICES TO THEIR CLIENTS AND ARE NOT LICENSED CPA FIRMS.

Responsibilities

Our responsibilities

As your independent auditor, our responsibilities include:

- Planning and performing the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. Reasonable assurance is a high level of assurance.
- Assessing the risks of material misstatement of the financial statements, whether due to fraud or error. Included in that assessment is a consideration of the Village's internal control over financial reporting.
- Performing appropriate procedures based upon our risk assessment.
- Evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management.
- Forming and expressing an opinion based on our audit about whether the financial statements prepared by management, with the oversight of those charged with governance:
 - Are free from material misstatement
 - Present fairly, in all material respects and in accordance with accounting principles generally accepted in the United States of America
- Performing tests related to compliance with certain provisions of laws, regulations, contracts and grants, as required by *Government Auditing Standards*.
- Considering internal control over compliance with requirements that could have a direct and material effect on major federal programs to design tests of both controls and compliance with identified requirements.
- Forming and expressing an opinion based on our audit in accordance with OMB's *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance) about the entity's compliance with requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of its major federal programs.
- Our audit does not relieve management or those charged with governance of their responsibilities.

We are also required to communicate significant matters related to our audit that are relevant to the responsibilities of those charged with governance, including:

- Internal control matters
- Qualitative aspects of the Village's accounting practice including policies, accounting estimates and financial statement disclosures
- Significant unusual transactions
- Significant difficulties encountered
- Disagreements with management
- Circumstances that affect the form and content of the auditors' report
- Audit consultations outside the engagement team
- Corrected and uncorrected misstatements
- Other audit findings or issues

Audit status

Significant changes to the audit plan

There were no significant changes made to either our planned audit strategy or to the significant risks and other areas of emphasis identified during the performance of our risk assessment procedures.

Audit approach and results

Planned scope and timing

Audit focus

Based on our understanding of the Village and environment in which you operate, we focused our audit on the following key areas:

- Key transaction cycles
- Areas with significant estimates

Our areas of audit focus were informed by, among other things, our assessment of materiality. Materiality in the context of our audit was determined based on specific qualitative and quantitative factors combined with our expectations about the Village's current year results.

Key areas of focus and significant findings

Significant risks of material misstatement

A significant risk is an identified and assessed risk of material misstatement that, in the auditor's professional judgment, requires special audit consideration. Within our audit, we focused on the following areas below.

Significant risk areas	Testing approach	Conclusion
Management override of controls	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinion
Improper revenue recognition due to fraud	Confirmation or validation of certain revenues supplemented with detailed predictive analytics based on non-financial data and substantive testing of related receivables	Procedures identified provided sufficient evidence for our audit opinion

Other areas of emphasis

We also focused on other areas that did not meet the definition of a significant risk, but were determined to require specific awareness and a unique audit response.

Other areas of emphasis		
Cash and investments	Revenues and receivables	General disbursements
Payroll	Pension and OPEB liabilities	Long-term debt
Capital assets including infrastructure	Fund balance/net position calculations	Financial reporting and required disclosures
Self-insurance liabilities		

Internal control matters

We considered the Village's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing an opinion on the financial statements. We are not expressing an opinion on the effectiveness of the Village's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.

A material weakness is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

Required communications

Qualitative aspect of accounting practices

- Accounting policies: Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we have advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by Village are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing accounting policies was not changed during 2024. We noted no transactions entered into by the Village during the year for which accounting policies are controversial or for which there is a lack of authoritative guidance or consensus or diversity in practice.
- Accounting estimates: Accounting estimates, including fair value estimates, are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements, the degree of subjectivity involved in their development and because of the possibility that future events affecting them may differ significantly from those expected. The following estimates are of most significance to the financial statements:

Estimate	Management's process to determine	Baker Tilly's conclusions regarding reasonableness
Net pension liability and related deferrals	Evaluation of information provided by the Illinois Municipal Retirement Fund and other actuarial studies	Reasonable in relation to the financial statements as a whole
Self-insurance claims	Historical claims analysis and report provided by a 3 rd party administrator	Reasonable in relation to the financial statements as a whole
Allowance for doubtful accounts	Evaluation of historical revenues and loss levels with the analysis on collectability of individual amounts	Reasonable in relation to the financial statements as a whole
Total OPEB liability and related deferrals	Key assumptions set by management with the assistance of a third-party actuary	Reasonable in relation to the financial statements as a whole

There have been no significant changes made by management to either the processes used to develop the particularly sensitive accounting estimates, or to the significant assumptions used to develop the estimates, noted above.

- Financial statement disclosures: The disclosures in the financial statements are neutral, consistent and clear.

Significant unusual transactions

There have been no significant transactions that are outside the normal course of business for the Village or that otherwise appear to be unusual due to their timing, size or nature.

Significant difficulties encountered during the audit

We encountered no significant difficulties in dealing with management and completing our audit.

Disagreements with management

Professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the basic financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Audit report

There have been no departures from the auditors' standard report.

Audit consultations outside the engagement team

We encountered no difficult or contentious matters for which we consulted outside of the engagement team.

Uncorrected misstatements and corrected misstatements

Professional standards require us to accumulate misstatements identified during the audit, other than those that are clearly trivial, and to communicate accumulated misstatements to management. The schedule within the attachments summarizes the uncorrected misstatements, other than those that are clearly trivial, that we presented to management and the material corrected misstatements that, in our judgment, may not have been detected except through our auditing procedures. In our judgment, neither the uncorrected misstatements nor the misstatements that management corrected, either individually or in the aggregate, indicate matters that could have had a significant effect on the Village's financial reporting process.

Management has determined that the effects of the uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the basic financial statements under audit.

Other audit findings or issues

We encountered no other audit findings or issues that require communication at this time.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Village's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other information in documents containing audited basic financial statements

The Village's audited financial statements are "general purpose" financial statements. General purpose financial statements consist of the basic financial statements that can be used by a broad group of people for a broad range of activities. Once we have issued our audit report, we have no further obligation to update our report for events occurring subsequent to the date of our report. The Village can use the audited financial statements in other client prepared documents, such as official statements related to the issuance of debt, without our acknowledgement. Unless we have been engaged to perform services in connection with any subsequent transaction requiring the inclusion of our audit report, as well as to issue an auditor's acknowledgment letter, we have neither read the document nor performed subsequent event procedures in order to determine whether or not our report remains appropriate.

Management's consultations with other accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing or accounting matters.

Written communications between management and Baker Tilly

The attachments include copies of other material written communications, including a copy of the management representation letter.

Compliance with laws and regulations

We did not identify any non-compliance with laws and regulations during our audit.

We will issue a separate document which contains the results of our audit procedures to comply with the Uniform Guidance.

Fraud

We did not identify any known or suspected fraud during our audit.

Going concern

Pursuant to professional standards, we are required to communicate to you, when applicable, certain matters relating to our evaluation of the Village's ability to continue as a going concern for a reasonable period of time but no less than 12 months from the date of the financial statements, including the effects on the financial statements and the adequacy of the related disclosures, and the effects on the auditor's report. No such matters or conditions have come to our attention during our engagement.

Independence

We are not aware of any relationships between Baker Tilly and the Village that, in our professional judgment, may reasonably be thought to bear on our independence.

Related parties

We did not have any significant findings or issues arise during the audit in connection with the Village's related parties.

Other matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information which accompanies the financial statements but is not RSI. With respect to the supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the other information, which accompanies the financial statements but are not RSI. We did not audit or perform other procedures on this other information, and we do not express an opinion or provide any assurance on it.

Nonattest services

The following nonattest services were provided by Baker Tilly:

- Financial statement preparation
- Adjusting and conversion journal entries
- Preparation of Part II of the Data Collection Form

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

Audit committee resources

Visit our resource page for regulatory updates, trending challenges and opportunities in your industry and other timely updates.

Visit the resource page at <https://www.bakertilly.com/page/audit-committee-resource-center>.

Management representation letter



VILLAGE OF SCHAUMBURG

PROGRESS THROUGH THOUGHTFUL PLANNING

October 3, 2024

Baker Tilly US, LLP
1301 W. 22nd Street
Suite 400
Oak Brook, IL 60523

Dear Baker Tilly US, LLP:

We are providing this letter in connection with your audit of the financial statements of the Village of Schaumburg as of April 30, 2024 and for the year then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Schaumburg and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America (GAAP). We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control over financial reporting, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated July 12, 2024, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- 2) The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America. We have engaged you to advise us in fulfilling that responsibility. The financial statements include all properly classified funds of the primary government required by accounting principles generally accepted in the United States of America to be included in the financial reporting entity.

- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, if any, are reasonable in accordance with U.S. GAAP.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of accounting principles generally accepted in the United States of America.
- 7) All events subsequent to the date of the financial statements and for which accounting principles generally accepted in the United States of America require adjustment or disclosure have been adjusted or disclosed. No other events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.
- 8) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.
- 9) We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the basic financial statements as a whole. In addition, you have recommended adjusting journal entries, and we are in agreement with those adjustments.
- 10) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with accounting principles generally accepted in the United States of America.
- 11) Guarantees, whether written or oral, under which the Village is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 12) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as financial records and related data, documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the Village Board or summaries of actions of recent meetings for which minutes have not yet been prepared.

- 13) We have disclosed to you results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.
- 16) We have no knowledge of known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you the names of our related parties and all the related party relationships and transactions, including side agreements, of which we are aware.

Other

- 18) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 19) We have a process to track the status of audit findings and recommendations.
- 20) We have identified to you any previous financial audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 21) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- 22) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for our report.
- 23) The Village has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources or fund balance or net position.
- 24) We are responsible for compliance with federal, state, and local laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits, debt contracts, and IRS arbitrage regulations; and we have identified and disclosed to you all federal, state, and local laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 25) We have appropriately disclosed all information for conduit debt obligations in accordance with GASB 91.

- 26) There are no:
- a) Violations or possible violations of budget ordinances, federal, state, and local laws or regulations (including those pertaining to adopting, approving and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance, except those already disclosed in the financial statement, if any.
 - b) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.
 - c) Nonspendable, restricted, committed, or assigned fund balances that were not properly authorized and approved.
 - d) Rates being charged to customers other than the rates as authorized by the applicable authoritative body.
 - e) Violations of restrictions placed on revenues as a result of bond resolution covenants such as revenue distribution or debt service funding.
- 27) In regards to the nonattest services performed by you listed below, we acknowledge our responsibility related to these nonattest services and have 1) accepted all management responsibility; 2) designated an individual with suitable skill, knowledge, or experience to oversee the services; 3) evaluated the adequacy and results of the services performed, and 4) accepted responsibility for the results of the services.
- a) Financial statement preparation
 - b) Adjusting journal entries
 - c) Preparation of Patt II of the Data Collection Form
- None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.
- 28) The Village of Schaumburg has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The Village of Schaumburg has complied with all aspects of contractual agreements that would have a material effect on the financial statement in the event of noncompliance.
- 30) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations, if any. Component units have been properly presented as either blended or discrete.
- 31) The financial statements include all fiduciary activities required by GASB No. 84.
- 32) The financial statements properly classify all funds and activities.

- 33) All funds that meet the quantitative criteria in GASB Statement No. 34 and No. 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 34) Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.
- 35) The Village of Schaumburg has no derivative financial instruments such as contracts that could be assigned to someone else or net settled, interest rate swaps, collars or caps.
- 36) Provisions for uncollectible receivables, if any, have been properly identified and recorded.
- 37) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 38) Revenues are appropriately classified in the statement of activities within program revenues and general revenues.
- 39) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 40) Deposits and investments are properly classified, valued, and disclosed (including risk disclosures, collateralization agreements, valuation methods, and key inputs, as applicable).
- 41) Provision, when material, has been made to reduce excess or obsolete inventories to their estimated net realizable value.
- 42) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated/amortized. Any known impairments have been recorded and disclosed.
- 43) Tax-exempt bonds issued have retained their tax-exempt status.
- 44) We have appropriately disclosed the Village of Schaumburg's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position were properly recognized under the policy. We have also disclosed our policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available.
- 45) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

- 46) With respect to the supplementary information, (SI):
- a) We acknowledge our responsibility for presenting the SI in accordance with accounting principles generally accepted in the United States of America, and we believe the SI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the SI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b) If the SI is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
- 47) We assume responsibility for, and agree with, the findings of specialists in evaluating the actuarial valuations of other post employment benefits, the police pension, and the firefighters' pension and have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had impact on the independence or objectivity of the specialists.
- 48) We assume responsibility for, and agree with, the information provided by the Illinois Municipal Retirement Fund as audited by their auditors relating to the net pension asset/liability and related deferred outflows and deferred inflows and have adequately considered the reasonableness of the amounts and disclosures used in the financial statements and underlying accounting records. We also assume responsibility for the census data that has been reported to the plan.
- 49) We have provided our plan to mitigate the adverse effect of conditions or events that indicate there is a substantial doubt to continue as a going concern for a reasonable period of time and believe those plans can be effectively implemented.
- 50) The financial statements properly disclose all matters we are aware of relevant on the ability to continue as a going concern for a reasonable period of time, including conditions or events and our plan to mitigate any adverse effects.
- 51) We have evaluated and considered all potential tax abatements and believe all material tax abatements have been properly reported and disclosed.
- 52) We are responsible for the estimation methods and assumptions used in measuring assets and liabilities reported or disclosed at fair value, including information obtained from brokers, pricing services or third parties. Our valuation methodologies have been consistently applied from period to period. The fair value measurements reported or disclosed represent our best estimate of fair value as the measurement date in accordance with the requirements of GASB 72 – *Fair Value Measurement*. In addition our disclosures related to fair value measurements are consistent with the objectives outlined in GASB 72. We have evaluated the fair value information provided to us by brokers, pricing services or other parties that has been used in the financial statements and believe this information to be reliable and consistent with the requirements.
- 53) We acknowledge our responsibility for presenting the Consolidated Year-End Financial Report (CYEFR) in accordance with the standards set forth by the Grant Accountability and Transparency Act, and we believe the CYEFR, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. We have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the CYEFR.

54) With respect to federal award programs:

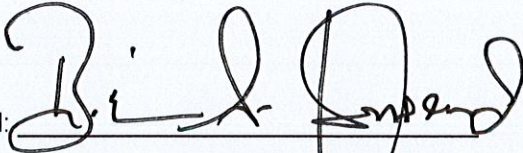
- a) We are responsible for understanding and complying with and have complied with the requirements of the Single Audit Act Amendments of 1996, *OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), including requirements relating to preparation of the schedule of expenditures of federal awards (SEFA).
- b) We acknowledge our responsibility for preparing and presenting the SEFA and related disclosures in accordance with the requirements of the Uniform Guidance and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement and presentation of the SEFA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the SEFA.
- c) If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditors' report thereon.
- d) We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance and included in the SEFA, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- e) We are responsible for understanding and complying with, and have complied with the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of our federal programs and have identified and disclosed to you the requirements of laws, regulations, and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each major federal program.
- f) We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provide reasonable assurance that we are administering our federal awards in compliance with laws, regulations, and the provisions of contracts and grant agreements that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended. Also, no changes have been made in the internal control over compliance or other factors to the date of this letter that might significantly affect internal control, including any corrective action taken with regard to control deficiencies reported in the schedule of findings and questioned costs.
- g) We have made available to you all contracts and grant agreements (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to the programs and related activities.
- h) We have received no requests from a federal agency to audit one or more specific programs as a major program.
- i) We have complied with the direct and material compliance requirements including when applicable, those set forth in the OMB Compliance Supplement relating to federal awards.
- j) We have disclosed any communications from grantors and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditors' report.

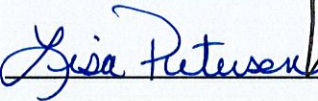
- k) Amounts claimed or used for matching were determined in accordance with relevant guidelines in the Uniform Guidance.
- l) We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
- m) We have made available to you all documentation related to the compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- n) We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- o) We are not aware of any instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditors' report.
- p) No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance, subsequent to the date as of which compliance was audited.
- q) Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- r) The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- s) We have monitored subrecipients to determine that they have expended pass-through assistance in accordance with applicable laws and regulations and have met the requirements of the Uniform Guidance.
- t) We have taken appropriate action, including issuing management decisions, on a timely basis after receipt of subrecipients' auditors' reports that identified noncompliance with laws, regulations, or the provisions of contracts or grant agreements to ensure that subrecipients have taken the appropriate and timely corrective action on findings.
- u) We have considered the results of subrecipient audits and made any necessary adjustments to our books and records.
- v) We have charged costs to federal awards in accordance with applicable cost principles.
- w) We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.

- x) We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.
- y) We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by the Uniform Guidance.

Sincerely,

Village of Schaumburg

Signed:  _____

Signed:  _____

Village of Schaumburg
SUMMARY OF UNCORRECTED FINANCIAL STATEMENT MISSTATEMENTS

April 30, 2024

	Financial Statements Effect - Debit (Credit) to Financial Statement Total						
	<u>Total Assets/ Deferred Outflows</u>	<u>Total Liabilities/ Deferred Inflows</u>	<u>Total Net Position/ Fund Balances</u>	<u>Total Revenues</u>	<u>Total Expenses/ Expenditures</u>	<u>Change in Net Position/ Fund Balances</u>	<u>Beginning Net Position/ Fund balances</u>
Governmental Activities	-	1,002,961	(1,002,961)	-	(1,301,919)	(1,301,919)	298,958
Business-Type Activities	-	209,958	(209,958)	-	(271,767)	(271,767)	61,809
Waterworks and Sewerage	-	200,050	(200,050)	-	(258,630)	(258,630)	58,580

Accounting changes relevant to the Village

Future accounting standards update

GASB Statement Number	Description	Potentially Impacts you	Effective Date
100	Accounting Changes and Error Corrections – an amendment of GASB Statement No. 62	✓	4/30/25
101	Compensated Absences	✓	4/30/25
102	Certain Risk Disclosures	✓	4/30/26
103	Financial Reporting Model Improvements	✓	4/30/27

Further information on upcoming [GASB pronouncements](#).

Revised guidance for accounting changes and error corrections

GASB Statement No. 100, *Accounting Changes and Error Corrections, an amendment of GASB Statement No. 62*, seeks to provide more understandable, reliable, relevant, consistent and comparable information for making decisions and assessing accountability.

The standard establishes the following categories:

1. Accounting changes, which is comprised of:
 - a. Changes in accounting principles – result from a change from one generally accepted accounting principle to another that is justified on the basis that the newly adopted principle is preferable to the previously applied principle, or the implementation of a new pronouncement.
 - b. Changes in accounting estimates – occur when inputs change due to a change in circumstances, new information, or more experience. Note that the focus is on changes to the inputs used; a change in the value of an input such as an annual inflation update does not require disclosure under this standard.
 - c. Changes to or within the financial reporting entity – result from the addition or removal of a fund that results from the movement of continuing operations (such as moving sanitation operation from the general fund to its own separate fund), a change in a fund's presentation as major or nonmajor, the addition or removal of a component unit (with certain exceptions), or a change in a component unit's presentation as blended or discretely presented.
2. Error corrections – result from mathematical mistakes, mistakes in the application of accounting principles, or oversight or misuse of facts that existed at the time of the financial statements were issued (i.e., facts that could reasonably be expected to have been obtained and considered at that time).

A summary of the reporting impact of each category is as follows:

Reporting considerations	Accounting changes			
	Change in accounting principle	Change in estimate	Change to the financial reporting entity	Correction of an error
Basic financial statement schedules:	Restate earliest period presented	Report prospectively	Adjust current year beginning balances	Restate earliest period presented
Required supplementary information & supplementary information:	Should match the financial statement presentation noted above; no adjustments to earlier periods needed			Restate all periods impacted
Additional disclosures?	Yes	Yes	Yes	Yes

The Village should become familiar with the new guidance in advance of the implementation effective date.

Updated accounting and reporting for compensated absences

The Governmental Accounting Standards Board (GASB) issued its Statement No. 101, *Compensated Absences*, in June 2022. The objective of GASB 101 is to update the recognition and measurement guidance for compensated absences for state & local government employers. It supersedes GASB No. 16, *Accounting for Compensated Absences*, issued in 1992, as well as earlier guidance, and addresses changes resulting from the types of leave now being offered. GASB 101 is effective for fiscal years beginning after December 15, 2023 (i.e., December 31, 2024, and June 30, 2025 year-end reporting entities).

GASB 101 more appropriately reflects a liability *when* a government incurs an obligation for compensated absences, and will improve comparability of reporting between governments that offer different types of leave. It requires that liabilities be recognized for (1) leave that has not been used, and (2) leave that has been used but not yet paid in cash or settled-up via non-cash means. Compensated absences is defined as leave for which employees may receive one or more of the following:

- Cash payments when the leave is used for time off;
- Other cash payments, such as payment for unused leave upon termination of employment, or;
- Noncash settlements, such as conversion to defined benefit postemployment benefits.

Examples of compensated absences provided in GASB 101 include vacation, sick leave, paid time off (PTO), holidays, parental leave, bereavement leave, and certain types of sabbatical leave. Payment or settlement of compensated absences could occur during employment, or upon termination of employment. GASB 101 does not apply to benefits that are within the scope of GASB 47, *Accounting for Termination Benefits*.

GASB 101 requires that a liability should be recognized for leave that has not been used if all of the following are true:

- The leave is attributable to services already rendered;
- The leave accumulates, and;
- The leave is “more likely than not” (i.e., likelihood of more than 50%) to be used for time off or otherwise paid in cash or settled through noncash means (101 provides factors to assess this criteria). (This differs from GASB 16, which required payment to be “probable” to be recognized).

Under GASB 101, governments will now need to accrue for time that has accumulated and is likely to be used, even if the employee is not eligible for a payout upon termination. This was not a requirement under GASB 16, and thus may result in a higher compensated absence liability.

GASB 101 requires liabilities for compensated absences to be recognized in financial statements prepared using the economic resources measurement focus equal to the amount of leave that has not yet been used and leave that has been used but not yet paid or settled. GASB 101 did not change the report for financial statements prepared using the current financial resources measurement focus (i.e., governmental funds).

Other changes in financial statement disclosures include the change in compensated absences liability can now be disclosed as a net change, rather than gross increases/decreases in the liability. Also, governments are no longer required to disclose which fund has typically liquidated the liability.

We recommend that governments begin to review the guidance contained in GASB 101 within the context of your existing compensated absences policies and accounting practices, in order to be better informed in terms of the information that you will need for this implementation.

New guidance on disclosure of certain risks

The requirements in GASB Statement No. 102, *Certain Risk Disclosures* is meant to provide financial statement users with information about certain risks when circumstances make a government vulnerable to a heightened possibility of loss or harm. It requires governments to disclose essential information about risks related to vulnerabilities due to certain concentrations or constraints.

- The Statement defines a concentration as a lack of diversity related to an aspect of a significant inflow or outflow of resources—for example, a small number of companies that represent a majority of employment in a government’s jurisdiction, or a government that relies on one revenue source for most of its revenue.
- The Statement defines a constraint as a limitation imposed on a government by an external party or by formal action of the government’s highest level of decision-making authority—such as a voter-approved property tax cap or a state-imposed debt limit.

Concentrations and constraints may limit a government’s ability to acquire resources or control spending.

The Statement generally requires a government to disclose information about a concentration or constraint if all of the following criteria are met:

- The concentration or constraint is known to the government prior to issuing the financial statements.
- The concentration or constraint makes the government vulnerable to the risk of a substantial impact.

- An event or events associated with the concentration or constraint that could cause a substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.

The disclosures should include a description of the following:

- The concentration or constraint,
- Each event associated with the concentration or constraint that could cause a substantial impact if the event has occurred or has begun to occur prior to the issuance of the financial statements, and
- Actions taken by the government to mitigate the risk prior to the issuance of the financial statements.

Changes to the financial reporting model

GASB Statement 103, *Financial Reporting Model Improvements*, builds on Statement 34 by providing key targeted improvements to the financial reporting model. Its requirements are designed to:

- Enhance the effectiveness of governmental financial reports in providing information essential for decision making and assessing a government's accountability, and
- Address certain application issues.

The targeted improvements contained in Statement 103 establish or modify existing accounting and financial reporting requirements related to:

- Management's discussion and analysis - While the overall requirements do not substantially change management's discussion and analysis, the modifications are meant to improve the analysis included in this section and provide details about the items that should be discussed as currently known facts, decisions, or conditions expected to have a significant financial effect in the subsequent period.
- Unusual or infrequent items (previously known as extraordinary and special items) - The new Statement simplifies GASB literature by eliminating the separate presentation of extraordinary and special items. Under the requirement of Statement 103, applicable items will either be identified as unusual or infrequent, or both.
- Presentation of the proprietary fund statement of revenues, expenses, and changes in fund net position - The changes are designed to improve consistency around the classification of items in these statements by better defining what should be included in operating revenues and expenses and nonoperating revenues and expenses including, for example, the addition of subsidies received or provided as a new category of nonoperating revenues and expenses.
- Major component unit information, and budgetary comparison information - Statement 103 is designed to improve the consistency of the reporting of major component unit information and budgetary comparison information by specifying required placement of that information.

Two-way audit communications

As part of our audit of your financial statements, we are providing communications to you throughout the audit process. Auditing requirements provide for two-way communication and are important in assisting the auditor and you with more information relevant to the audit.

As this past audit is concluded, we use what we have learned to begin the planning process for next year's audit. It is important that you understand the following points about the scope and timing of our next audit:

- a. We address the significant risks of material misstatement, whether due to fraud or error, through our detailed audit procedures.
- b. We will obtain an understanding of the five components of internal control sufficient to assess the risk of material misstatement of the financial statements whether due to error or fraud, and to design the nature, timing and extent of further audit procedures. We will obtain a sufficient understanding by performing risk assessment procedures to evaluate the design of controls relevant to an audit of financial statements and to determine whether they have been implemented. We will use such knowledge to:
 - Identify types of potential misstatements.
 - Consider factors that affect the risks of material misstatement.
 - Design tests of controls, when applicable, and substantive procedures.
- c. We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations and provisions of contracts or grant programs. For audits performed in accordance with *Government Auditing Standards*, our report will include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance and that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose.
- d. The concept of materiality recognizes that some matters, either individually or in the aggregate, are important for fair presentation of financial statements in conformity with generally accepted accounting principles while other matters are not important. In performing the audit, we are concerned with matters that, either individually or in the aggregate, could be material to the financial statements. Our responsibility is to plan and perform the audit to obtain reasonable assurance that material misstatements, whether caused by errors or fraud, are detected.

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and *OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations, and provisions of contracts or grant programs. For audits done in accordance with *Government Auditing Standards* and the Uniform Guidance, our report will include a paragraph that states that the purpose of the report is solely to describe (a) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (b) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance and, (c) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance and the Uniform Guidance, in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

We are very interested in your views regarding certain matters. Those matters are listed here:

- a. We typically will communicate with your top level of management unless you tell us otherwise.
- b. We understand that the governing board has the responsibility to oversee the strategic direction of your organization, as well as the overall accountability of the entity. Management has the responsibility for achieving the objectives of the entity.
- c. We need to know your views about your organization's objectives and strategies, and the related business risks that may result in material misstatements.
- d. We anticipate that the Village will receive an unmodified opinion on its financial statements.
- e. Which matters do you consider warrant particular attention during the audit, and are there any areas where you request additional procedures to be undertaken?
- f. Have you had any significant communications with regulators or grantor agencies?
- g. Are there other matters that you believe are relevant to the audit of the financial statements?

Also, is there anything that we need to know about the attitudes, awareness and actions of the governing body concerning:

- a. The entity's internal control and its importance in the entity, including how those charged with governance oversee the effectiveness of internal control?
- b. The detection or the possibility of fraud?

We also need to know if you have taken actions in response to developments in financial reporting, laws, accounting standards, governance practices, or other related matters, or in response to previous communications with us.

With regard to the timing of our audit, here is some general information. If necessary, we may do preliminary financial audit work during the months of May or June. Our final financial fieldwork is scheduled during the late summer or fall to best coincide with your readiness and report deadlines. After fieldwork, we wrap up our financial audit procedures at our office and may issue drafts of our report for your review. Final copies of our report and other communications are issued after approval by your staff. This is typically 6-12 weeks after final fieldwork, but may vary depending on a number of factors.

Keep in mind that while this communication may assist us with planning the scope and timing of the audit, it does not change the auditor's sole responsibility to determine the overall audit strategy and the audit plan, including the nature, timing and extent of procedures necessary to obtain sufficient appropriate audit evidence.

We realize that you may have questions on what this all means, or wish to provide other feedback. We welcome the opportunity to hear from you.

ANNUAL

Comprehensive Financial Report



VILLAGE OF SCHAUMBURG
PROGRESS THROUGH THOUGHTFUL PLANNING

Year Ended April 30, 2024
Schaumburg, Illinois

VILLAGE OF SCHAUMBURG, ILLINOIS

ANNUAL COMPREHENSIVE FINANCIAL REPORT

YEAR ENDED APRIL 30, 2024

Prepared by:

Department of Finance

Lisa Petersen, Director of Finance

VILLAGE OF SCHAUMBURG, ILLINOIS

OFFICERS AND OFFICIALS

April 30, 2024

LEGISLATIVE

VILLAGE BOARD OF TRUSTEES

Tom Dailly, President

Jamie Clar

Esha Patel

Brian Bieschke

Mark Madej

George Dunham

Jack Sullivan

Jane Lentino, Clerk

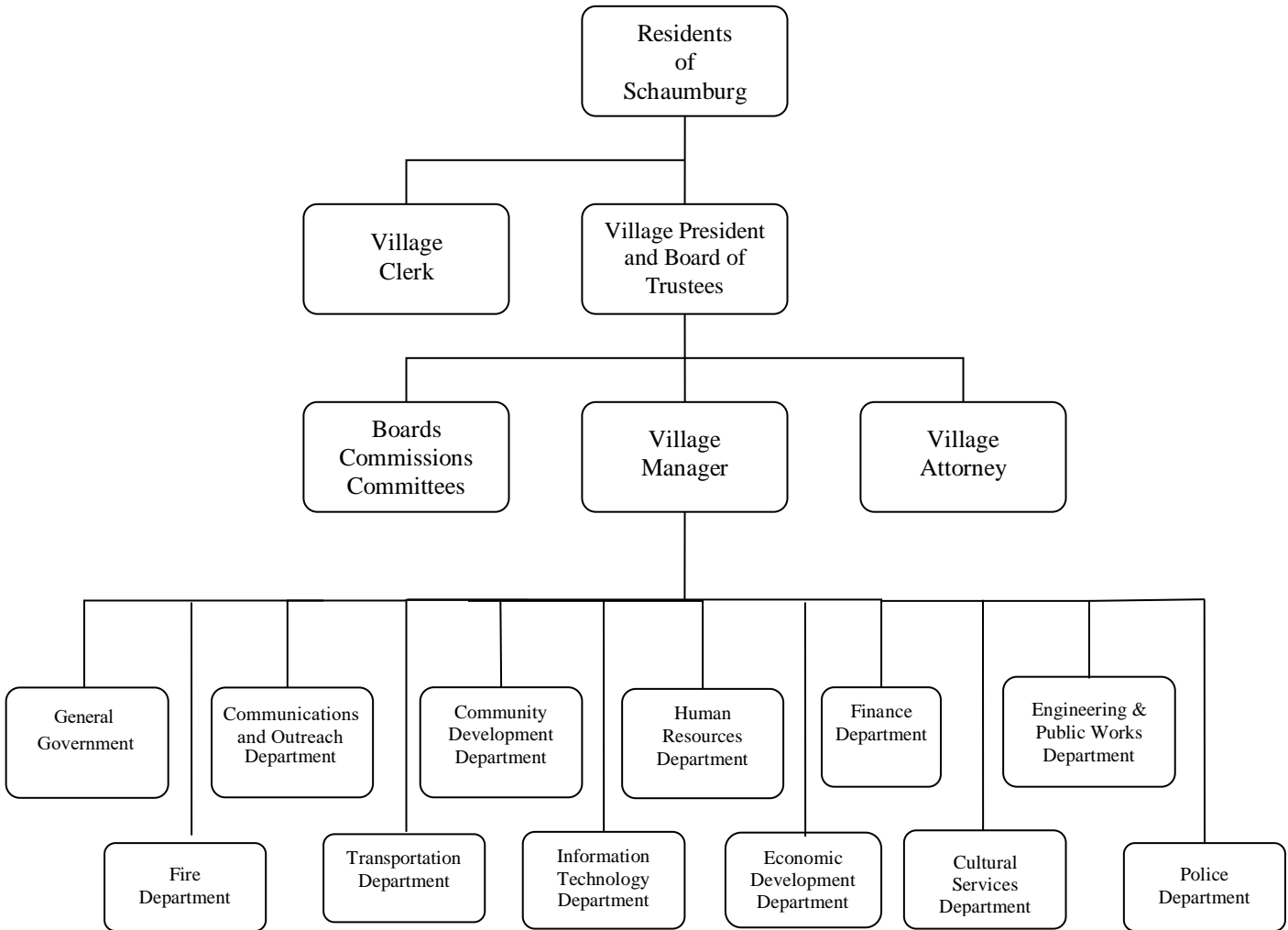
ADMINISTRATION

Brian Townsend, Village Manager

DEPARTMENT OF FINANCE

Lisa Petersen, Director of Finance

VILLAGE OF SCHAUMBURG ORGANIZATION CHART





Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Village of Schaumburg
Illinois**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

April 30, 2023

Christopher P. Morill

Executive Director/CEO



VILLAGE OF SCHAUMBURG
PROGRESS THROUGH THOUGHTFUL PLANNING

October 3, 2024

The Honorable Tom Dailly, Village President
Members of the Board of Trustees
Citizens of the Village of Schaumburg, Illinois

The Finance Department is pleased to submit herewith the Annual Comprehensive Financial Report (Annual Report) of the Village of Schaumburg, Illinois (the Village) for the fiscal year ended April 30, 2024. This report provides a broad view of the Village's financial activities for the 2024 fiscal year and its financial position at April 30, 2024. Although addressed to the elected officials and citizens of the Village, this report has a number of other users. Foremost among these other users are bondholders of the Village, financial institutions, credit rating agencies, educational institutions, and other government entities. Illinois statutes require that Illinois municipalities publish financial statements on an annual basis that are prepared in accordance with generally accepted accounting principles and are audited by independent accountants. In producing an Annual Report, the Village of Schaumburg has chosen to provide financial information that is significantly greater than that which is required under state law.

Responsibility for both the accuracy of the information presented in the Annual Report as well as the completeness and fairness of the presentation, including all disclosures, rests with the Village. We believe that the information, as presented, is accurate in all material respects; that it is presented in a manner designed to fairly set forth the financial position of the Village and the results of its operations; and that all disclosures necessary to enable the reader to gain the maximum understanding of the Village's financial affairs have been included.

Baker Tilly US, LLP (Certified Public Accountants) has issued an unmodified ("clean") opinion on the Village's financial statements for the fiscal year ended April 30, 2024. The independent auditors' report is located at the front of the financial section of this report.

Management of the Village has established a system of internal control that is designed to assure that the assets of the Village are safeguarded against loss, theft, or misuse. The system of internal control also assures that the accounting system compiles reliable financial data for the preparation of financial statements in conformity with generally accepted accounting principles. Internal accounting controls are designed to provide reasonable, but not absolute, assurance that these objectives will be met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the evaluation of the costs and benefits requires estimates and judgments by management.

This letter of transmittal should be read in conjunction with Management’s Discussion and Analysis (MD&A) to obtain the most complete assessment of the Village’s current financial status and its future prospects.

Profile of the Village of Schaumburg

The Village of Schaumburg was incorporated on March 7, 1956, and is located approximately 26 miles northwest of downtown Chicago. The Village is bordered by Interstate 290 on the east, and Interstate 90 runs near its northern border. More than 99% of the Village is located in Cook County, with a small portion located within DuPage County. The Village currently has a land area of 19.2 square miles and serves a population of 78,723. The Village is a home-rule community as defined by the Illinois Constitution, meaning that it has no tax rate or debt limits, nor is it required to conduct a referendum to authorize additional debt or to raise taxes.

The Village operates under the council-manager form of government. Policy-making and legislative authority are vested in the Village Board, which consists of a Village President and six trustees elected at large. A Village Manager is hired by the Village Board to carry out the policies and ordinances of the Board and to oversee the day-to-day operations of the Village. The Village provides a full range of municipal services, including public safety, roadway maintenance, public improvements, planning and zoning, inspections, water and sewer services, cultural and other social services, transportation, and general administrative services. The Village also operates a convention center and 500-room hotel, a regional airport, and baseball stadium that houses an independent league professional team.

Additional demographic information about the Village can be found in the statistical section of this report.

The Reporting Entity

This report includes all activities and functions of the Village that are under the jurisdiction of the Board of Trustees, as set forth in state and local law. There are two blended component units included in this report, those being the Police Pension Fund and the Firefighters’ Pension Fund. These two pension plans are governed by separate boards, but the Village is obligated to fund the two plans based on actuarial valuations.

The Village’s Hotel and Convention Center operates on a different fiscal year than other Village operations. The Hotel and Convention Center Fund is reported on a fiscal year ending December 31st of each year. This report includes the financial position of the hotel and convention center as of December 31, 2023, and the results of operations for the year beginning January 1, 2023 and ended December 31, 2023.

Accounting System and Budgetary Control

The accounts of the Village are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures. Resources are

allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The Village's accounting records are generally maintained on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when measurable and available to liquidate obligations of the current period and expenditures are recorded when a liability is incurred that is expected to draw upon current financial resources. The modified accrual accounting records are the basis for assessing budgetary compliance. After the end of the year, the Village's management makes certain adjustments to the accounting records to permit the preparation of certain financial statements on the accrual basis of accounting to comply with generally accepted accounting principles. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when incurred.

The annual budget serves as the foundation for the Village's financial planning and control. It also serves as the legal authority to spend public funds. The Village Board has adopted the Budget Act for purposes of legally appropriating public funds. The Village Manager has been designated by the Village Board as the Budget Officer. All departments submit their budget requests to the Village Manager on or before January 1st. The Director of Finance prepares an estimate of revenues to be received during the fiscal year. The Village Manager, Director of Finance, and appropriate staff review all budget requests and revenue estimates and develop a proposed budget. The Village Manager presents his proposed budget to the Village Board and public at least two weeks prior to a formal public hearing in April. By state law, the annual budget must be adopted by the Village Board prior to the first day of the fiscal year.

The hotel and convention center budget is prepared each year by the Director of Finance and the management of Renaissance Hotel Management Company LLC. The proposed Hotel budget is then presented to the Village Board. The Hotel budget is adopted by the Village Board.

The Budget Officer may approve the transfer of budgeted funds from one account to another, provided the two accounts are within the same object class and within the same department and fund. Any other amendments or increases to the annual budget may be done only by a two-thirds vote of the Village Board.

Factors Affecting Economic Condition

Local Economy: The Village of Schaumburg is the largest center of economic development in the State of Illinois, outside the City of Chicago. Within the Village's corporate boundaries, there is in excess of 9.5 million square feet of retail and restaurant space, over 12 million square feet of office space and 13.5 million square feet of industrial space. Located in the Village is the 2.7 million square foot Woodfield Mall. The Village is the third largest generator of retail sales in the State of Illinois. Retail sales totaled over \$4.2 billion in the fiscal year ended April 30, 2024, an increase of 5.9% from the same period last year.

Over the past three fiscal years revenue from Sales Taxes, Home Rule Sales Tax, Hotel Taxes, and Food and Beverage Taxes have increased from pandemic lows to record highs mainly due to increased consumer spending in an inflationary environment. These funds, along with Income Tax, generally

account for 60% of the village's general fund and are directly related to the local economy. During fiscal year 2024, these top village revenue sources reached their peak and brought in an additional \$17.2 million above the original budget.

While inflation has been the main cause for the growing percentage in fiscal year 2024, the village's continued support of local business development has also contributed to the increase. A variety of new businesses in Schaumburg opened their doors during fiscal year 2024 including Carvana, Chicago Tribune, Dave & Buster's, First Watch, Joong Boo Market, McAlister's Deli, Palfinger, Primark, and Radio Flyer. The village administered five new Class 6B property tax incentives, which is expected to bring 598 new jobs and \$14,615,000 in capital investment.

Long-term Financial Planning. The Village uses a number of processes and resultant planning documents to accomplish its financial planning. As discussed above, the Village adopts an annual budget to set the financial course and define service priorities. Village departments in conjunction with the Village Manager have established goals and programs of work to accomplish key initiatives. The Finance Department maintains a five-year financial forecast for all funds, which are updated regularly. These forecasts project revenues, expenditures, fund balance levels, and cash and investment levels. The forecasts are used for purposes of monitoring the long-term financial outlook of the Village, determining available funding for the Capital Improvement Plan, and assisting the Village Manager in setting initial budget goals for the organization.

The Village prepares a comprehensive multi-year Capital Improvement Plan (CIP) which lays out in detail all planned capital projects and major capital expenditures for the current fiscal year and four subsequent fiscal years. The CIP is reviewed and adjusted to reflect expected available resources. The CIP is reviewed by the Village Manager and presented to the Village Board prior to the annual budget being prepared.

Financial Policies. The Village has established several specific policies to guide its financial operations. These policies help ensure that the Village is in a position to continue meeting immediate and long-term service objectives. Some of the more significant policies include:

- An investment policy, providing for market investment returns while protecting principal;
- A purchasing policy, setting forth the procedures for ensuring that the best products and services are received at the lowest responsible price;
- A policy requiring a six-month review of revenues and expenditures compared to budget, ensuring that the Village Board is aware of major variances;
- A capital policy, setting forth the thresholds for capitalizing capital assets; and
- A fund balance policy, setting forth the benchmark reserve levels to be maintained in the various funds to ensure proper working capital; rainy-day funds are maintained to protect against unforeseen economic events.

Tax Abatements. As of April 30, 2024, the village has enacted incentives for businesses through two programs. The Class 6B incentive program is offered by Cook County and is designed to encourage industrial development throughout Cook County by offering a property tax incentive for the development of new industrial facilities, industrial reutilization of abandoned buildings, and

rehabilitation of existing industrial structures. The Village Board endorses 6B incentives for Schaumburg businesses; however, final approval is granted by the Cook County Board of Commissioners. Additionally, the village has active Tax Increment Financing economic incentive agreements with Motorola Solutions, Inc. (MSI), Zurich American Insurance Company (Zurich), and Kensington Development Partners. The agreements were set up to address the extraordinary measures, which must be undertaken to accomplish redevelopment and induce private investment. The expected long-term benefit of both property tax incentive programs is expanding job opportunities and capital investment throughout Cook County by attracting new businesses and retaining existing industry.

Major Accomplishments and Initiatives

The fiscal year ended April 30, 2024, saw many accomplishments and major initiatives come to fruition, including:

- Standard and Poor Global Ratings assigned a rating of AAA to the Series 2023 General Obligation Bonds. AAA is the highest rating assigned by S&P. Moody's affirmed its Aa1 rating of the Village.
- The village's FY 23/24 Annual Budget received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA).
- The village officially launched new permitting software in September. Customers are able to submit an application through a customer portal for simple residential permits such as water heaters, furnaces, air conditioners, and roof replacements.
- Call Center Representatives in the 311 Center were converted from on-premises to remote work. Moving the representatives to remote status allows for rapid staffing level changes in response to weather or other community emergencies.
- The village-implemented software that will allow officers and the Real-Time Information Center (RTIC) to monitor live 911 calls from Schaumburg to Northwest Central Dispatch. This allows officers that are monitoring the system from their police vehicle to begin a response before a dispatch occurs.
- Created an international website promoting Schaumburg as a place to live, visit, and work. The site went live in October and will market Schaumburg to those outside of the U.S.
- Continued to provide useful information to the public through the village's Outreach Program through both virtual and in-person events. A total of nine outreach initiatives were completed with other opportunities being coordinated for the next year.
- Met with 40 companies on Business Retention Visits and provided information on resources, workforce, incentives, engagement opportunities, permitting and licensing.
- Administered five new Class 6B incentives, which is expected to bring 598 new jobs and \$14,615,000 in capital investment.
- Managed the Expor Project and Rebuild Illinois Grant to create the METRA Access Road.
- Implemented an \$8 million local street repair program, which included 2.79 miles of reconstruction, 3.6 miles of resurfacing, and 11.9 miles of preventative maintenance.
- Utilized over \$1 million in Rebuild Illinois funds for the reconstruction of 0.71 miles of Walter Payton Drive.

- Implemented a \$1 million concrete repair program, which included removal and replacement of 5,200 linear feet of curb and 57,000 square feet of sidewalk.
- Completed water main replacements with the local street program within the Lamorak Subdivision. Approximately 5,100 linear feet of water main replacement was completed, totaling approximately \$2.2 million.
- Completed the intersection reconstruction project at Meacham and Algonquin Roads. The expanded and rebuilt intersection creates improvements to traffic flows now and for the future as the 90 North District continues to develop.
- Completed resurfacing of Bode Road from Barrington Road to Springinsguth Road and Springinsguth Road from Bode Road to Schaumburg Road. These two projects utilized over \$2 million in federal funding.
- Completed spray lining rehabilitation project for large diameter corrugated metal pipe (CMP) storm sewer along American Lane, where approximately 1,900 linear feet of sewer was lined. The project was awarded the American Public Works Association (APWA) Project of the Year Award from the Suburban Branch of the Chicago Metro Chapter in the category: Disaster or Emergency Construction Repair less than \$5 million.
- The Transportation Department expanded Bike Month activities to increase community engagement, which included the addition of the Student Bike Classic.
- Schaumburg was awarded 5th place in the category of “municipalities with populations between 75,000 and 125,000” in the annual Digital City competition held by the Center for Digital Government. The competition evaluates municipalities across the country and ranks their performance on a variety of technical fronts such as customer service, network infrastructure, network security, web presence, e-commerce, and more.
- The Schaumburg Youth Orchestra and Choral programs continue to have growing membership. The Schaumburg Choral Artists performed an ambitious symphonic choral work, Rutter Requiem, with the Schaumburg Youth Symphony Orchestra.

In 2021, the Village conducted a National Community Survey (NCS) and used the results to help develop and prioritize initiatives on which to focus. Some of the more significant initiatives planned for the 2024/25 fiscal year are as follows:

- **Promote Economic Development.** In the National Community Survey (NCS), residents cited the exceptional local economy as both a success and priority for the village. The fiscal year 2024/25 budget contains several new and ongoing initiatives to further promote economic development. The budget continues to allocate resources for targeted advertisement to showcase new developments and promote opportunities within the village's 90 North TIF District. These marketing efforts are aiming to foster district growth and attract investors. Village staff has also worked with SB Friedman Development Advisors to undertake a TIF study of the Centex Industrial Park. The consultant provided a formal eligibility study, and the Village of Schaumburg established the TIF District in 2024. In fiscal year 2024, the Village Board approved the adoption of OpenGov's Permitting software, aiming to streamline the permit submittal process and enhance transparency. The village plans to expand the capabilities of the

OpenGov portal in fiscal year 2025. This expansion will include special event reviews, rental license applications, video gaming permit reviews, and farmer's market vendor submissions.

- **Invest in Infrastructure.** Results of the NCS indicated that the Village has made significant improvements in street repair, traffic signal timing, and ease of travel within the Village. The Village recognizes that safe, reliable, and effective infrastructure is attractive to business and enhances economic vitality. The village continues to invest heavily in capital infrastructure. The fiscal year 2025 budget includes \$72.1 million in planned capital improvements. Of that total, \$12.1 million is planned to resurface, reconstruct, and improve village streets supplemented by \$4.2 million in grant funding.
- **Promote Inclusion.** Based on NCS results, Schaumburg received a positive rating for valuing and respecting residents from diverse backgrounds, attracting people from diverse backgrounds, and taking care of vulnerable residents. In the fiscal year 2025 budget, the village continues its efforts to provide cultural inclusivity training for all employees. This training program includes workshops led by Steve Robbins, renowned for the development of Humility, Empathy, Reflection, and Open Mindedness (HERO) Skills®, a set of foundational lessons to cultivate an inclusive culture. Village personnel have access to recorded sessions, allowing them to revisit and deepen their understanding of previous discussions. These initiatives reflect the village's commitment to fostering a workplace culture where all employees have the necessary knowledge to embrace inclusivity in their daily communications with colleagues and the public.
- **Ensure Public Health and Safety.** According to the 2021 study, residents provided favorable ratings for Schaumburg's Police Department, Fire Department, and ambulance services. The village continues to prioritize public health and safety. To attract new police officers, the fiscal year 2025 budget has allocated resources for a comprehensive three-month recruitment campaign in collaboration with ALL-STAR Recruiting. The program includes the creation of videos and promotional materials, along with specialized software to engage potential candidates. In fiscal year 2025 the village will also implement Live 911 technology in the police department. This system allows officers to hear live 911 calls directly while 911 dispatch handles the call, helping them respond faster and gain immediate insight into unfolding situations. Integrated with the Real-Time Information Center, Live 911 also provides access to camera feeds for improved situational awareness and suspect identification. Live 911 is a valuable system in enhancing public safety efforts. Additionally, the Schaumburg Fire Department was awarded a Class 1 rating by the Insurance Services Office (ISO), the highest rating awarded by ISO. To earn an ISO 1 rating, communities are required to demonstrate their capabilities for water distribution, fire department equipment and staffing, training, public education, fire/building codes, and fire notification (dispatch) facilities. Schaumburg's Fire Department is one of six communities in Illinois to have both an ISO 1 rating and have achieved accreditation status with the Commission on Fire Accreditation International.
- **Ease the Cost of Living.** Schaumburg's efforts to ease the cost of living for its residents was cited in the NCS study. The village continues to keep taxes and fees low. In an effort to reduce local contributions for village initiatives, staff anticipates utilizing funding from several grants in FY 24/25. The village's Transportation Department has successfully obtained \$4 million in Congestion Mitigation and Air Quality (CMAQ) funding. With these supplementary funds available, staff is expanding the original scope of the Martingale Road/Higgins Road Bike Path and evaluating the most advantageous options during the ongoing design phase. Village staff has also secured a \$150,000 CMAQ Grant to enhance accessibility to the full interchange at Roselle

Road and I-90, and to improve pedestrian and bicycle connectivity to the area. The village was awarded \$100,000 through the Illinois Statewide planning grant to conduct a thorough study for the most suitable solutions for enhancing transportation in the 90N District. The Federal Emergency Management Agency (FEMA) has awarded the village 25% federal-match to increase reliability of water delivery at multiple village-owned stations. In addition, FEMA has awarded the village funding for costs associated with building code training, and the village's OpenGov subscription fees for the next two fiscal years.

Awards and Acknowledgements

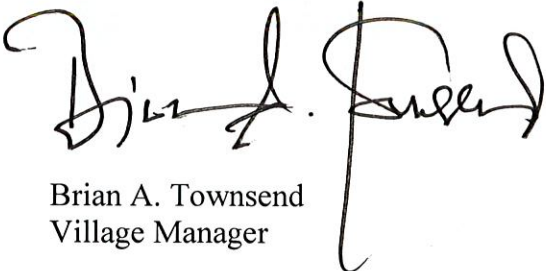
The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Village of Schaumburg for its Annual Comprehensive Financial Report (Annual Report) for the fiscal year ended April 30, 2023. This represented the thirty-ninth consecutive year that the Village has received this prestigious award. In order to be awarded a Certificate of Achievement, the Village must publish an easily readable and efficiently organized Annual Report that satisfies both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that this Annual Report continues to meet the requirements of the Certificate of Achievement Program and are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this report on a timely basis could not have been accomplished without the efficient and dedicated services of the entire staff of the Finance Department. In particular, we would like to acknowledge the work of Franceska Fabyan, Accounting Manager; Lisa Buchanan; and Emily Bedard. We would like to express our appreciation to the accounting firm Baker Tilly US, LLP for their expertise, professionalism, and assistance in the preparation of this report.

The Village President and Board of Trustees are also acknowledged and thanked for providing effective leadership and allocating resources responsibly to meet the needs of the village.

Respectfully submitted,



Brian A. Townsend
Village Manager



Lisa Petersen
Director of Finance/Village Treasurer

Independent Auditors' Report

To the Honorable President and Members of the Board of Trustee of
Village of Schaumburg

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Village of Schaumburg (the Village), as of and for the year ended April 30, 2024, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Village as of April 30, 2024 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Village and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions. The financial statements of the Renaissance Schaumburg Hotel and Convention Center were not audited in accordance with *Government Auditing Standards*.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village's basic financial statements. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory section and statistical section but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 3, 2024 on our consideration of the Village's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Baker Tilly US, LLP". The signature is written in a cursive, flowing style.

Oak Brook, Illinois
October 3, 2024

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended April 30, 2024
Unaudited

As the management of the Village of Schaumburg, Illinois (the "Village"), we offer readers of the Village's financial statements this narrative overview and analysis of the financial activities of the Village for the fiscal year ended April 30, 2024. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which is found in the Introductory Section of this report.

FINANCIAL HIGHLIGHTS

- Assets/deferred outflows of resources of the village exceeded liabilities/deferred inflows of resources by \$207,133,623 compared to \$169,705,755 last year. The increase is due to strong revenues, reasonable and proactive management of village expenses, and strategic planning.
- Combined revenue totaled \$266,934,549 an increase of 5.6% from the preceding year.
- Overall expenses totaled \$228,375,301 an increase of 5.8% from the preceding year.
- At the close of the current fiscal year, the village's governmental funds reported combined ending fund balances of \$147,503,730, compared to \$142,058,065 reported at April 30, 2023. The increase is the result of stable revenues, controlled spending, and shifting excess available reserves of the General Fund for investment in capital projects.
- For the year ended April 30, 2024 (FY24), the village's General Fund reported revenues exceeding expenditures by \$22,156,231. Other Financing Uses (OFU) exceeded Other Financing Sources (OFS) by \$32,426,223, which reflects the transfer of excess reserves for capital planning. The resulting net decrease in Fund Balance is \$10,269,992. Total Fund Balance in the General Fund is \$75,033,995 at April 30, 2024. Unassigned Fund Balance in the General Fund totaled \$70,630,907, representing 64% and 64.7% of total General fund expenditures in FY24 and FY25 (budgeted), respectively.
- The Village's Waterworks and Sewerage Fund reported an increase in net position of \$6,394,113. Operating income before depreciation and amortization expense was \$10,885,156. Operating revenues were 6.7% higher than last year and operating expenses were down 1.3%. There was a 5% increase in water/sewer rates for FY24.
- The village's Hotel and Convention Center reported \$9,197,612 operating income before depreciation and amortization for the fiscal year that began January 1, 2023, and ended December 31, 2023. Net position increased \$7,756,633 after factoring in non-operating income of \$12,599,453, interest expense of \$7,743,100, and depreciation and amortization expense of \$6,297,332.
- The Village's total bonded indebtedness decreased by \$13,105,000 during the current fiscal year, for a total of \$262,535,000 principal outstanding at April 30, 2024. Total outstanding interest was reduced \$10,152,132 to \$100,226,353.

OVERVIEW OF THE FINANCIAL STATEMENTS

In accordance with generally accepted accounting principles, the village presents its financial statements to offer two perspectives of its financial position and results of operation. The government-wide perspective presents financial information for the government as a whole. The fund perspective involves the presentation of financial information for individual accounting entities established by the village for specific purposes. The focus of the fund statements is on major funds. Both perspectives (government-wide and major fund) address likely user questions, provide a broad basis for comparison (year-to-year or government to government), and enhance the village's accountability.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Village of Schaumburg's finances, in a manner similar to private-sector business.

The Statement of Net Position presents information on all village assets/deferred outflows of resources and liabilities/deferred inflows of resources, with the difference between the two being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the village is improving or deteriorating.

The Statement of Activities presents information showing how the village's net position changed during the most recent fiscal year. All changes in net position are reported as soon as an event giving rise to the change occurs, regardless of the timing of the cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Both government-wide financial statements distinguish functions of the village that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the village include general government, public safety, highways and streets, health and welfare, cultural and recreation, and interest expense on debt. The business-type activities of the village include waterworks and sewerage, a regional airport, a commuter parking lot, an independent league baseball stadium, and hotel and convention center.

The government-wide financial statements can be found on pages 4 through 6 of this report.

Fund Financial Statements

A fund is a group of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The village, like other state and local governments, use fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the funds of the village can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. Such information is useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds' balance sheet and the governmental funds' statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The reconciliations can be found on pages 9 and 11 of this report.

The village maintains 17 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund and North Schaumburg TIF Special Allocation Fund, both of

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

which are considered “major” funds. Data from the other 15 governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The governmental fund financial statements can be found on pages 7 through 11 of this report.

Proprietary funds. The village maintains two different types of proprietary funds: enterprise funds and internal service funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The village uses enterprise funds to account for its water and sewer operations, commuter parking lot, regional airport, independent league baseball stadium, and hotel and convention center. Internal service funds are an accounting device used to accumulate and allocate costs internally among the village’s various functions. The village uses internal service funds to account for its fleet of vehicles, computers and other office equipment, system repairs and improvements to its public buildings, and insurance programs including property and casualty, workers compensation, and health benefits. The internal service funds have been allocated between the governmental and business-type activities in the government-wide financial statements based on service charges paid into each fund by the user department.

Proprietary fund financial statements provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Waterworks and Sewerage Fund and Schaumburg Hotel and Convention Center Fund both of which are considered major funds of the village. The Schaumburg Regional Airport fund, Schaumburg Baseball Stadium fund, and Commuter Parking Lot fund are considered non-major business-type funds. Conversely, the internal service funds are combined into a single, aggregated presentation in the proprietary fund financial statements. Individual fund data for the internal service funds is provided in the form of combining statements elsewhere in this report.

The basic proprietary fund financial statements can be found on pages 12 through 17 of this report.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside of the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the village’s own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The village maintains three fiduciary funds: the Police Pension fund, Firefighters’ Pension fund, and a custodial fund for Special Service Areas Twelve and Thirteen.

The basic fiduciary fund financial statements can be found on pages 18 and 19 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 20 through 84 of this report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Included in this report is a budgetary comparison statement for the General fund and information regarding the village’s progress in funding its obligation to provide pension and other postemployment benefits to employees. Required supplemental information can be found on pages 85 through 93.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

Amendments to Budget

Amendments to the budget are made throughout the year. The Village Manager, as Budget Officer, is authorized to implement a budget transfer between accounts within the same object class, provided it is within the same department and fund. The Budget Officer authorized numerous transfers during the year. Budget transfers between funds or departments and any increases or decreases to the total budget must be approved by the Village Board. The Village Board approved the mid-year budget amendment on December 12, 2023.

In total, the budget for revenues and other financing sources increased \$4,026,313 for a total of \$241,606,094. Expenditures decreased \$6,255,089 for a total final expenditure budget of \$248,548,313. The net revenue increases were due growth in Home Rule and State Sales taxes and Investment Income, coupled with a decrease in expected Grant revenue in the Water fund. Net expenses were adjusted downwards primarily due to delays and deferrals of construction and development projects.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net Position

As noted earlier, net position may serve as a useful indicator of a government’s financial position over time. In the case of the Village of Schaumburg, assets/deferred outflows of resources exceeded liabilities/deferred inflows of resources by \$207,133,623 at April 30, 2024. Table 1 below shows the village’s total net position compared to the preceding fiscal year.

Table 1

Statement of Net Position (in thousands) Category	Governmental Activities		Business-Type Activities		Total Village-wide	
	4/30/24	4/30/23	4/30/24	4/30/23	4/30/24	4/30/23
Current & Other Assets	\$ 255,083	\$ 221,879	\$ 114,028	\$ 107,536	\$ 369,111	\$ 329,415
Capital Assets	159,971	157,039	243,249	234,785	403,220	391,824
Total Assets	415,054	378,918	357,277	342,321	772,331	721,239
Deferred Outflows of Resources	45,342	53,874	13,150	14,741	58,492	68,615
Current & Other Liabilities	52,266	31,935	21,366	9,319	73,632	41,254
Long-term Liabilities	302,290	309,567	216,262	230,390	518,552	539,957
Total Liabilities	354,556	341,502	237,628	239,709	592,184	581,211
Deferred Inflows of Resources	28,795	36,235	2,711	2,703	31,506	38,938
Net Position:						
Net investment in capital assets	89,132	91,183	35,045	21,163	124,177	112,346
Restricted	41,971	38,200	-	-	41,971	38,200
Unrestricted	(54,058)	(74,328)	95,043	93,487	40,985	19,159
Total Net Position	\$ 77,045	\$ 55,055	\$ 130,088	\$ 114,650	\$ 207,133	\$ 169,705

The village’s combined Net Position increased by \$37.4 million – from \$169.7 million to \$207.1 million – during this fiscal year. This change is the net result of a \$22 million increase and \$15.4 million increase in the net position of governmental activities and business-type activities, respectively. The village recognized a \$9.9 million expense for the Firefighters’ pension fund and \$10 million of pension expense for the Police pension funds. Collectively, Net Position of the Public Safety Pension Funds increased by \$14.4 million. Additional information can be found in Note 12 of this report.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

The village's investment in capital assets (e.g., land, buildings, machinery and equipment, and infrastructure), less any related debt used to acquire those assets still outstanding, is by far the largest portion of the village's Net Position. As of April 30, 2024, the village's net investment in capital assets totaled \$124.2 million, representing 60% of total Net Position. The village uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the village's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other resources, since the capital assets themselves cannot be used to liquidate these liabilities.

Total net investment in capital assets (net of related debt) of \$124.2 million increased \$11.8 million from the preceding year. Net investment in capital assets of the governmental activities decreased from \$91.2 million to \$89.1 million. Total net investment in capital assets for business-type activities increased \$13.9 million due to continued improvement of village infrastructure.

Approximately \$42 million (or 20.3%) of the village's Net Position represents resources that are subject to external restrictions on how they may be used, such as for debt service, capital projects, and TIF funds. The resulting \$40.9 million is considered Unrestricted Net Position.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

Statement of Activities

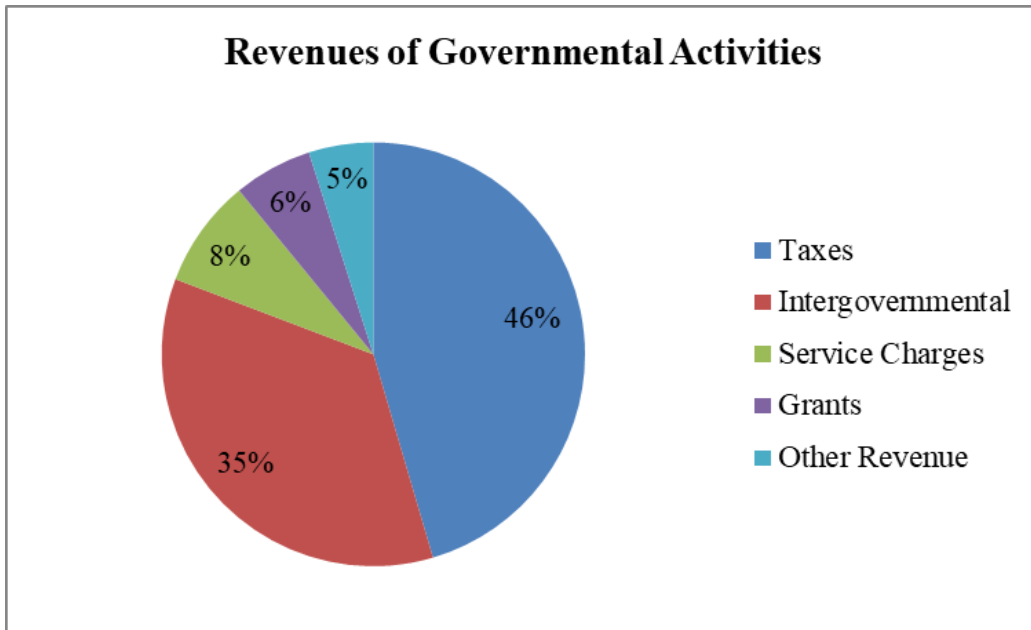
A detailed explanation of the change in net position of the governmental activities and business-type activities is provided below:

Table 2

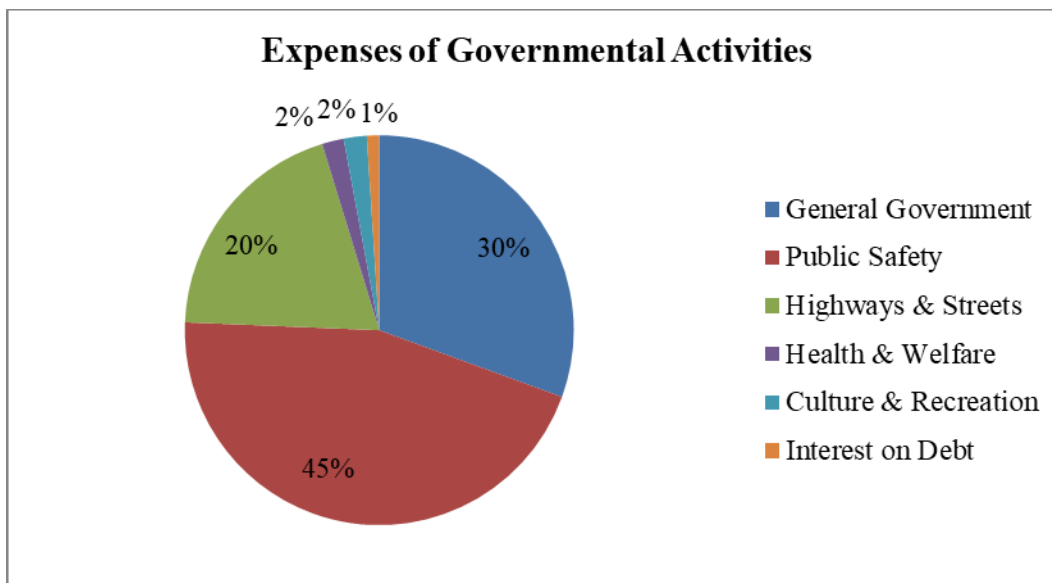
Changes in Net Position (in thousands) Category	Governmental Activities		Business-Type Activities		Total Village-wide	
	4/30/24	4/30/23	4/30/24	4/30/23	4/30/24	4/30/23
Revenues						
Program Revenues						
Charges for Services	\$ 14,223	\$ 13,669	\$ 81,798	\$ 74,104	\$ 96,021	\$ 87,773
Operating Grants	4,854	5,419	108	1,624	4,962	7,043
Capital Grants & Contributions	5,459	2,159	45	173	5,504	2,332
General Revenues						
Taxes	77,954	82,647	9,322	8,381	87,276	91,028
Intergovernmental	60,588	58,177	190	164	60,778	58,341
Investment & Other revenues	8,447	5,117	3,946	125	12,393	5,242
Total Revenues	171,525	167,188	95,409	84,571	266,934	251,759
Expenses						
General Government	45,944	39,919			45,944	39,919
Public Safety	67,789	66,175			67,789	66,175
Highways & Streets	29,468	26,987			29,468	26,987
Health & Welfare	2,725	3,021			2,725	3,021
Culture & Recreation	2,881	2,736			2,881	2,736
Interest on long-term debt	1,536	1,394			1,536	1,394
Water & Sewer			26,626	29,006	26,626	29,006
Airport			860	826	860	826
Baseball Stadium			1,459	1,261	1,459	1,261
Hotel & Convention Center			48,888	44,493	48,888	44,493
Commuter Parking			199	135	199	135
Total Expenses	150,343	140,232	78,032	75,721	228,375	215,953
Change in Net Position before transfers	21,182	26,956	17,377	8,850	38,559	35,806
Transfers (net)	808	1,866	(1,939)	(1,866)	(1,131)	-
Change in Net Position	21,990	28,822	15,438	6,984	37,428	35,806
Net Position - May 1	55,055	26,233	114,650	107,666	169,705	133,899
Net Position - April 30	\$ 77,045	\$ 55,055	\$ 130,088	\$ 114,650	\$ 207,133	\$ 169,705

Governmental Activities. As is typical for activities of local governments, program revenues cover a very small percentage of program expenses, with general revenues covering the majority of expenses. For FY24, governmental program expenses of \$150.3 million exceeded program revenues of \$24.5 million by \$125.8 million. General revenues made up all the deficiency. Overall, governmental revenues increased 2.6% compared to last year. The graph below represents the distribution of governmental revenues by type.

VILLAGE OF SCHAUMBURG, ILLINOIS
 MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)
 (Unaudited)



Expenses related to governmental activities increased 7.2% from the preceding year. The following graph shows the distribution of governmental expenses by activity for FY24.



Business-Type Activities. For business-type activities, net position increased a total of \$15.4 million. Program revenues of \$82 million were higher than program expenses of \$78 million. Depreciation and amortization expenses of \$10,031,585 resulted in Operating Income of \$9,539,920. The village has not historically funded depreciation through current user charges. General revenues account for another \$13.5 million in revenue. The village increased water rates 5% in FY24.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

Revenues associated with business-type activities totaled \$95.4 million, an increase of \$10.8 million, or 12.8% from the preceding year. Charges for services increased \$7.7 million, or 10.4% to \$81.8 million. The primary drivers of this increase are due to the increase water/sewer rates and the continued recovery of the hospitality industry. Hotel and Convention Center revenues are up 13.6% compared to last year increasing from \$38.8 million to \$44 million. Water and Sewer user charges generated \$36.9 million, 6.6% more than last year. Airport operating revenue increased 4.3% compared to last year. The baseball stadium saw a 37% increase in operating revenues and the commuter parking lot saw a decrease of 14.2%. Expenses of the business-type activities totaled \$78 million, an increase of 3.1% from the preceding year, primarily due to increased activity at the hotel and convention center.

Table 3 summarizes the financial results of the various business-type activities operated by the village.

Table 3

Change in Net Position Business-type Activities FYE April 30, 2024 (In Thousands)	Water & Sewer	Hotel & Convention Center	Schaumburg Regional Airport	Schaumburg Baseball Stadium	Commuter Parking Lot
Revenue	\$ 36,885	\$ 44,046	\$ 513	\$ 221	\$ 133
Expenses	26,000	34,848	557	641	180
Net Change	10,885	9,198	(44)	(420)	(47)
Depreciation & Amortization	2,595	6,297	302	818	19
Non-Operating Inc/(Exps)	743	4,856	24	124	75
Transfers In/(Out)	(2,639)	-	46	700	-
Change in Net Position	\$ 6,394	\$ 7,757	\$ (276)	\$ (414)	\$ 9

FINANCIAL ANALYSIS OF VILLAGE FUNDS

Governmental Funds

On April 30, 2024, the governmental funds had combined fund balances of \$147,503,730, an increase of \$5,445,665, or 3.8%, from the prior year. The increase is attributed to the changes in Fund Balance across all governmental funds and further detailed below. Approximately 47% or \$70 million constitutes unassigned fund balance, which is available for spending at the village’s discretion. The remainder of fund balance is restricted or assigned, to indicate that it is not available for new spending because it has already been committed to: 1) liquidate contracts and purchase orders for the previous year, 2) pay debt service, or 3) various other restrictive purposes.

General Fund. The General fund is the primary operating fund of the village. Fund Balance decreased from \$85,303,987 to \$75,033,995, the \$10.3 million decrease is primarily due to the tactical transfers of excess reserves to the Capital Improvement Project fund (\$7,232,214), Vital Streets fund (\$9,320,151), Building Replacement fund (\$16,552,364), and Public Safety Pension funds (\$250,000 each) in accordance with the village’s Fund Balance Policy. These transfers are all considered Other Financing Uses (OFU).

On April 30, 2024, total Fund Balance was \$75,033,995, of which \$70,630,907 is classified as unassigned. The Non-spendable balances include advances to the Experior TIF fund, prepaid items, and land held for resale. Restricted funds can only be spent on certain public safety expenses as the sources of revenue carry restrictions

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

on the use of funds, these include Foreign Fire taxes, DUI enforcement programs, and Police seizures. A list of General Fund assigned balances is outlined on page 30 in Note 1. As a measure of the General Fund's liquidity, it may be useful to compare both Unassigned Fund Balance and total Fund Balance to total fund expenditures. The Unassigned Fund Balance consists of cash, investments, and receivables that are not legally restricted for a specific purpose or committed or assigned by the village for a specific use. Unassigned Fund Balance represents 49% of total FY24 expenditures and OFU, while total Fund Balance represents 53% of expenditures and OFU.

The village's Fund Balance Policy states that the General fund's Unassigned Fund Balance benchmark is 40% of the subsequent year's budgeted Expenditures and OFU. As of April 30, 2024, the village's Unassigned Fund Balance represents 59% of FY25 Expenditures and OFU. The village uses a conservative benchmark due to heavy reliance on elastic revenue sources to fund General Fund operations.

North Schaumburg (TIF) Special Allocation Fund: Created in 2015, this fund is used to account for the revenues and expenditures related to projects and redevelopment of the area known as 90 North Schaumburg TIF district. In FY24, the fund saw revenues of \$18.8 million and expenditures of \$21.8 million. Fund Balance increased from \$30.5 million to \$32.3 million, a \$10 million line of credit was established in this fund to reimburse developers for public improvements.

Capital Improvements Fund. This fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities and infrastructure improvements. Revenues and transfers-in exceeded expenditures and transfers-out by \$4.4 million, including the transfer of excess reserves from the General fund. Fund Balance is accumulated and kept in this fund for the current and future construction of infrastructure and capital projects. Capital improvements totaling almost \$10 million were completed this year. Ending Fund Balance is \$13,623,885.

Vital Streets Fund. This fund was created to account for financial resources to be used for the acquisition or construction of regionally significant capital facilities and infrastructure improvements. The distinction between this fund and the Capital Improvements Fund is that these regionally beneficial projects are generally eligible for significant Federal and State grant funding. The net change in Fund Balance of \$6,542,936 is largely due to the transfer of excess reserves from the General Fund. Accumulated Fund Balance is used for current and future infrastructure improvement projects.

Proprietary Funds

On April 30, 2024, total Net Position of the proprietary funds totaled \$124,518,517. This is an increase of \$13.5 million or 12.1% from the prior year. The change is largely due to activity in the Water and Sewer Fund and Hotel and Convention Center Fund. Following is a brief discussion of the financial results of the largest proprietary funds.

Waterworks and Sewerage Fund: Net Position of the fund increased \$6,394,113 from last year to a total of \$66 million; revenues were 6.7% higher than last year due to a 5% increase in rates. Expenses were slightly lower than last year. Cash and investments on April 30, 2024, totaled \$14,181,740, an increase of \$1.1 million compared to last year. Operating revenues of \$36.9 million increased 6.7% over the previous year. Operating expenses (including depreciation and amortization) of \$28,595,028 were 0.8% lower than the previous year.

Schaumburg Regional Airport Fund: The Airport fund recorded a decrease in net position of \$276,826 this fiscal year, to reflect total Net Position of \$17.8 million. The operating loss before depreciation was \$44,100 and depreciation charge totaled \$302,290.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

Schaumburg Baseball Stadium Fund: The Baseball Stadium fund reported a \$414,529 decrease in Net Position, after depreciation expense of \$818,354. Operating revenues totaled \$221,161 and expenses before depreciation were \$641,061. The Schaumburg Boomers continue to occupy the stadium and there is no outstanding debt related to the stadium.

Hotel and Convention Center Fund: The Village-owned 500-room hotel and 150,000 square foot convention center opened for business on July 17, 2006. As explained in the notes to the financial statements, the fiscal year-end of the Hotel and Convention Center Fund is December 31st to coincide with the fiscal year of Renaissance Hotel Management Company, LLC, the facility's operating manager. The Annual Comprehensive Financial Report for the year ended April 30, 2024, includes the financial results of the hotel and convention center for the period January 1, 2023, through December 31, 2023.

The financing plan approved by the Village Board anticipated the operating revenues of the hotel covering only a portion of the debt service on the bonds issued to fund construction. The balance is expected to be covered by taxes directly generated by the property and other village-wide tax revenues allocated to support the hotel and convention center.

Operating revenues from the hotel and convention center totaled \$44,045,517, an increase of 13.6% from the previous year. The operating income, before depreciation and amortization expense, was \$9,197,612, compared to operating income of \$9,334,332 reported last year. Non-operating revenue recorded in the Hotel and Convention Center fund totaled \$12,599,453, consisting of \$3,080,902 of investment income and \$9,518,551 from various tax revenues allocated to a portion of the hotel and convention center's debt service. Non-operating interest expenses were \$7,743,100. Net Position of the Hotel and Convention Center Fund increased \$7.8 million bringing the total Net Position to \$29,270,340 for calendar year 2023.

Fiduciary Funds

Police and Firefighters' Pension Funds: The Village's two single-employer pension plans experienced very good investment results in FY24. The Police Pension fund reported an increase in net position of \$7,045,472. Net investment income was \$10,962,930, with contributions of \$7,221,993 and \$1,283,882 from the village and employees, respectively. The Firefighters' Pension fund reported an increase in net position of \$7,382,452 on net investment income of \$12,042,202, with contributions of \$6,630,330 and \$1,294,333 from the village and employees, respectively. In accordance with Illinois Public Act 101-0610, investments of the Firefighters' pension fund were transferred to the state-wide consolidated pension investment fund in October 2021. Police pension fund investments were transferred to the State-wide consolidated Police Investment fund in December 2022. Detailed information of these funds can be found on pages 77 and 78 of the report.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

GENERAL FUND HIGHLIGHTS

Amendments to Budget

As Budget Officer, the Village Manager may authorize budget transfers between accounts within the same object class, provided it is within the same department and fund. The Village Board approved a mid-year amendment to the budget on December 12, 2023.

Amendments to the General Fund revenue budget totaled \$6.2 million, an increase of 5.1% to the Original budget of \$121.8 million to \$128 million. The primary drivers were State Sales and Home Rule Sales taxes, which were expected to level-off midway through the fiscal year but did not as inflation remained high. Additionally, Investment Income was trending higher than expected, so was adjusted upwards. Upward changes were also made to Septemberfest income and Permit revenue.

Amendments to the General Fund expenditure budget totaled \$851,035, an increase to the Original budget of \$114.5 million to \$115.3 million. The most significant adjustments were:

- Increases to various salary budgets for the implementation of the class and compensation study recommendations.
- Increase to accommodate an economic impact study.
- Increase to Bad Debt Expense due to Ambulance fee collections.
- Increase to Professional Services for executive recruitments and vacant Planner and Village Engineer positions.
- Increase in Overtime for the Fire department due to injuries, staffing, and new personnel needing training.

Actual expenditures totaled \$110.4 million, 1.7% lower than the final budget.

Change in Fund Balance-General Fund

When the Original FY24 budget was adopted in April 2023, a surplus of \$6.1 million was anticipated. With the budget amendments, the expected surplus became \$11.5 million. Actual Revenues were \$5.5 million higher than the Amended budget. Actual Expenditures were \$1.9 million lower than the final budget. As mentioned, there were over \$30 million in excess reserves distributed to various funds for future capital projects and supplemental Public Safety pension funding. These excess reserve distributions were approved by the Village Board on December 12, 2023. Table 4 summarizes General Fund revenues and OFS, and expenditures and OFU, with a comparison to budget, for the fiscal year ended April 30, 2024.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

Table 4

General Fund Budgetary Highlights FYE April 30, 2024 (in thousands)	Original Budget	Final Budget	Actual
Revenues & Other Financing Sources			
Taxes	\$ 51,890	\$ 53,390	\$ 54,736
Licenses & Permits	4,033	4,188	4,360
Intergovernmental	49,218	52,218	56,329
Charges for Services	10,312	10,313	9,864
Fines & Forfeits	1,685	1,678	1,768
Grants	1,231	1,231	675
Investment Income	1,461	2,961	3,521
Miscellaneous	995	1,040	1,305
Sub-total Revenues	120,825	127,019	132,558
Other Financing Sources	849	849	309
Total Revenues & Other Financing Sources	\$ 121,674	\$ 127,868	\$ 132,867
Expenditures & Other Financing Uses			
General Government	\$ 26,930	\$ 27,332	\$ 26,529
Public Safety	62,827	63,062	62,871
Highways & Streets	15,910	15,963	15,144
Health & Welfare	2,984	3,033	2,893
Culture & Recreation	2,881	2,955	2,965
Sub-total Expenses	111,532	112,345	110,402
Other Financing Uses	4,041	4,041	32,735
Total Expenditures & Other Financing Uses	\$ 115,573	\$ 116,386	\$ 143,137
Change in Fund Balance	\$ 6,101	\$ 11,482	\$ (10,270)

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

Table 5 reflects the performance of certain major tax and intergovernmental revenues of the General fund compared to the previous fiscal year.

Table 5

General Fund Major Revenues (in thousands)	4/30/24 Actual	% change to prior year	4/30/23 Actual	% change to prior year
Taxes				
Hotel	\$ 3,894	8.1%	\$ 3,604	48.0%
Home Rule Sales	23,878	2.6%	23,273	4.8%
Food & Beverage	6,358	3.5%	6,141	11.1%
Property tax-General	8,322	0.1%	8,316	-4.9%
Intergovernmental				
State Sales	42,157	5.8%	39,851	3.2%
State Income	12,888	1.3%	12,720	16.1%

Hotel tax collections showed the most improvement as the hospitality industry recovers to pre-pandemic levels. Food & Beverage tax collections are strong and were boosted by inflationary pricing. Home Rule and Sales taxes were more robust than expected as the mid-year slowdown did not come to fruition. Income tax improved slightly, which is due to an increase in the Village’s population. The Village’s Property Tax Levy has remained the same for five years. This year, the Annual Required Contributions to the Public Safety pension funds were shored-up with other revenue sources, so General fund property tax revenues remained essentially the same as last year.

CAPITAL ASSETS

Table 6

Capital Assets FYE April 30, 2024 and 2023 (in thousands)	Governmental Activities		Business-Type Activities		Total	
	4/30/2024	4/30/2023	4/30/2024	4/30/2023	4/30/2024	4/30/2023
Land & Land Right of Way	\$ 50,951	\$ 50,546	\$ 29,651	\$ 29,651	\$ 80,602	\$ 80,197
Buildings & Land Improvements	55,441	54,331	300,732	298,486	\$ 356,173	\$ 352,817
Machinery & Equipment	13,287	44,874	38,577	35,233	\$ 51,864	\$ 80,108
Infrastructure	201,110	167,264	125,644	122,940	\$ 326,754	\$ 290,203
Construction in Progress	6,077	3,689	20,241	8,906	\$ 26,318	\$ 12,595
Total Capital Assets	326,866	320,703	514,845	495,216	841,711	\$ 815,920
Less: Accumulated Depreciation	166,895	163,664	271,596	260,432	438,491	\$ 424,096
Total Net Capital Assets	\$ 159,971	\$ 157,039	\$ 243,249	\$ 234,785	\$ 403,220	\$ 391,824

As reflected in Table 6, the most significant investment in capital asset purchases is related to infrastructure and land improvements. Overall, net capital assets decreased by 2.9%. The village’s buildings and infrastructure are aging, and there are plans for a new municipal center and police headquarters in the next five years. There is, and always will be, maintenance expenses associated with the village’s capital assets. As such, each year the village adopts a 5-year Capital Improvement Plan. Total capital assets of the village are valued at \$841 million. Accumulated depreciation of \$438 million brings the net value of capital assets to \$403 million at April 30, 2024.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

Further information regarding the village’s capital assets can be found in Note 4 of the notes to the financial statements on pages 38 through 40 of this report.

DEBT ADMINISTRATION

On April 30, 2024, the Village of Schaumburg had total bonded debt outstanding of \$262,535,000, a decrease of \$13,105,000 from the preceding year. The village issued \$75,875,000 in general obligation bonds with an average coupon rate of 4.00% to refund \$75,875,000 of outstanding 2013A general obligation bonds. These bonds were refunded as a result of entering into a forward direct purchase agreement in fiscal year 2021. This transaction resulted in an economic gain of \$124,900. All the village’s bonded debt is backed by the full-faith and credit of the village.

The following table summarizes the type of bonded debt outstanding at the end of both the current and preceding fiscal year.

Table 7

Total Bonded Debt FYE April 30, 2024 and 2023 (in thousands)	Governmental Activities		Business-type Activities		Total Bonded Debt	
	4/30/24	4/30/23	4/30/24	4/30/23	4/30/24	4/30/23
Type						
Fixed Rate Bonds	\$ 48,853	\$ 56,250	\$ 213,682	\$ 219,390	\$ 262,535	\$ 275,640
Variable Rate Bonds	-	-	-	-	-	-
Total	\$ 48,853	\$ 56,250	\$ 213,682	\$ 219,390	\$ 262,535	\$ 275,640

The village also has two \$10 million lines of credit with Wintrust Financial. These were issued to reimburse developers for public improvements in the 90 North Schaumburg TIF district. The village uses TIF revenues to repay the lines of credit.

As an Illinois home-rule community, the village is not subject to any debt limitation. Standard and Poor’s Rating service affirmed its AAA/Stable credit rating in February 2023. In assigning the AAA rating, Standard & Poor’s cited Schaumburg’s:

- Resilient local economy that participates in Chicago’s broad and diverse metropolitan statistical area, with favorable prospects for continued residential, commercial, and industrial growth and development.
- Strong and proactive management, with good financial policies and practices, including robust long-term financial and capital planning, and strong institutional framework.
- Positive financial operations due to management’s pre-emptive efforts to stabilize the budget, resulting in what should be maintained very strong reserve levels and liquidity in fiscal years 2023 and 2024.
- A large but manageable debt and contingent liability profile, with debt service and pension expense accounting for roughly 20% of the total budget.
- The village’s environmental, social, and governance risks are neutral.

Additional information on the village’s Long-term Debt, Defined Benefit Pension Plans, and Other Postemployment Benefits can be found in Notes 6, 12, and 13, respectively on pages 42 through 83 of this report.

VILLAGE OF SCHAUMBURG, ILLINOIS
MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)
(Unaudited)

ECONOMIC FACTORS AND NEXT YEAR’S BUDGET

The fiscal year ended April 30, 2024, was a successful year for the village. The anticipated economic slowdown did not occur as expected so revenues remained strong. As evidenced by the financial results included herein, the village is poised to maintain its position as the third largest producer of retail sales in the State of Illinois. Development of the 90 North Entertainment District is well underway and attracting world-class entertainment, such as the first Midwest location of Andretti Indoor Karting and Games, which broke ground recently.

The Fiscal Year 2024/25 (FY25) budget was adopted by the Village Board on April 23, 2024. The budget aligns with the prevailing thought that interest rates and other economic stressors have peaked, leading to a stabilization of inflation. This transition marks an economic “soft landing”, reflecting a balanced and sustainable economic outlook for the village. The financial plan allocates resources for priorities identified by the Village Board such as promoting economic development, investing in infrastructure, promoting inclusion, ensuring public health and safety, and easing the cost-of-living. Additionally, heeding citizen feedback provided through the National Community Survey, Schaumburg continuously seeks to responsibly allocate resources to serve and support its residents, businesses, and visitors.

The village’s property tax levy for tax year 2023 was the same as 2022: \$19,479,582. The tax levy is used to: (1) fund Police and Fire pension fund obligations, and (2) support Police and Fire/EMS operations in the General fund. The village’s 2023 extended levy resulted in a tax rate of \$0.467 per \$100 of equalized assessed valuation. The 2023 equalized assessed value, published by Cook County was \$4,210,898,524, an increase of 3.7% compared to the 2022 EAV of \$4,062,441,414.

The village’s FY25 budget is a balanced financial plan with Revenues and Other Financing Sources of \$344 million and Expenditures and Other Financing Uses of \$341 million. The budget projects an increase in Net Position of \$1.4 million. The FY25 financial plan continues the Village’s long-standing commitment to its principles of delivering efficient municipal service through thoughtful planning, fiscal responsibility, and proactive leadership. Recommendations for budget adjustments are made after six months of the fiscal year and mid-year amendments will be presented to the Village Board for consideration in November 2024.

REQUESTS FOR INFORMATION

This financial report is designed to provide citizens, customers, investors, and creditors with a general overview of the village’s finances and to demonstrate the village’s accountability for the money it receives. Questions concerning this report or requests for additional financial information should be directed to Lisa Petersen, Director of Finance, Village of Schaumburg, 101 Schaumburg Court, Schaumburg, IL 60193.

VILLAGE OF SCHAUMBURG, ILLINOIS

STATEMENT OF NET POSITION

As of April 30, 2024

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash and cash equivalents	\$ 139,726,744	\$ 39,790,606	\$ 179,517,350
Investments	59,133,842	58,067,596	117,201,438
Receivables, net of allowance where applicable			
Property taxes	9,401,200	-	9,401,200
Locally imposed taxes	1,628,078	778,501	2,406,579
Fines and fees	2,301,465	-	2,301,465
Customer accounts	-	3,358,053	3,358,053
Unbilled services	-	2,886,806	2,886,806
Accrued interest	577,241	393,605	970,846
Loan	69,962	-	69,962
Leases	353,531	2,186,540	2,540,071
Other	4,093,409	1,590,749	5,684,158
Prepaid expenses	474,409	583,126	1,057,535
Inventories	546,244	253,344	799,588
Deposits	3,000,000	-	3,000,000
Due from other governments	21,426,751	147,698	21,574,449
Due from other management company	-	-	-
Internal balances	(1,354,280)	1,435,322	81,042
Due from fiduciary funds	5,726,353	34,786	5,761,139
Internal balances - advances	(2,500,000)	2,500,000	-
Advances to fiduciary funds	-	21,626	21,626
Land held for resale	10,478,520	-	10,478,520
Capital assets			
Nondepreciable	57,028,161	49,892,966	106,921,127
Depreciable, net of accumulated depreciation	102,942,794	193,355,774	296,298,568
Total assets	<u>415,054,424</u>	<u>357,277,098</u>	<u>772,331,522</u>
DEFERRED OUTFLOWS OF RESOURCES			
Loss on refunding	-	10,598,565	10,598,565
Pension items - IMRF	10,514,288	2,201,041	12,715,329
OPEB items	3,520,123	350,361	3,870,484
Pension items - pension trust funds	31,307,094	-	31,307,094
Total deferred outflows of resources	<u>45,341,505</u>	<u>13,149,967</u>	<u>58,491,472</u>
Total assets and deferred outflows of resources	<u>460,395,929</u>	<u>370,427,065</u>	<u>830,822,994</u>
LIABILITIES			
Accounts payable	30,537,216	8,633,184	39,170,400
Accrued interest	939,599	647,286	1,586,885
Accrued payroll	2,741,518	1,078,848	3,820,366
Other liabilities	4,416,356	3,125,734	7,542,090
Unearned revenue	3,140,158	1,619,001	4,759,159
Long-term liabilities			
Due within one year	10,490,966	6,262,189	16,753,155
Due in more than one year	302,290,130	216,261,874	518,552,004
Total liabilities	<u>354,555,943</u>	<u>237,628,116</u>	<u>592,184,059</u>
DEFERRED INFLOWS OF RESOURCES			
Property taxes levied for a future period	19,479,582	-	19,479,582
Pension items - IMRF	54,563	11,422	65,985
OPEB items	5,151,038	512,687	5,663,725
Pension items - pension trust funds	3,755,949	-	3,755,949
Deferred inflows related to leases	353,531	2,186,540	2,540,071
Total deferred inflows of resources	<u>28,794,663</u>	<u>2,710,649</u>	<u>31,505,312</u>
Total liabilities and deferred inflows of resources	<u>383,350,606</u>	<u>240,338,765</u>	<u>623,689,371</u>
NET POSITION			
Net investment in capital assets	89,132,532	35,045,460	124,177,992
Restricted for			
Highways and streets	6,542,502	-	6,542,502
Traffic impact	2,518,858	-	2,518,858
TIF area development	32,266,902	-	32,266,902
Other	642,942	-	642,942
Unrestricted (deficit)	<u>(54,058,413)</u>	<u>95,042,840</u>	<u>40,984,427</u>
TOTAL NET POSITION	<u>\$ 77,045,323</u>	<u>\$ 130,088,300</u>	<u>\$ 207,133,623</u>

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

STATEMENT OF ACTIVITIES

For the Year Ended April 30, 2024

FUNCTIONS/PROGRAMS	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
PRIMARY GOVERNMENT				
Governmental Activities				
General government	\$ 45,944,409	\$ 5,905,500	\$ 380,145	\$ -
Public safety	67,789,203	7,602,641	741,435	-
Highways and streets	29,468,269	-	3,732,551	5,458,694
Health and welfare	2,724,643	22,706	-	-
Culture and recreation	2,880,500	692,426	-	-
Interest on debt	1,535,805	-	-	-
Total governmental activities	150,342,829	14,223,273	4,854,131	5,458,694
Business-Type Activities				
Waterworks and sewerage	26,625,804	36,885,193	107,901	23
Schaumburg regional airport	859,711	513,321	-	45,736
Schaumburg baseball stadium	1,459,415	221,161	-	-
Schaumburg hotel and convention center	48,888,337	44,045,517	-	-
Commuter parking lot	199,205	133,324	-	-
Total business-type activities	78,032,472	81,798,516	107,901	45,759
TOTAL PRIMARY GOVERNMENT	\$ 228,375,301	\$ 96,021,789	\$ 4,962,032	\$ 5,504,453

General Revenues

Taxes

Property

Telecommunications

Home rule sales

Hotel/motel

Real estate transfer tax

Amusement

Food and beverage

Other

Intergovernmental - Unrestricted

Personal property replacement tax

Road/bridge tax

Sales tax

Use tax

State income tax

Other

Investment income

Miscellaneous

Gain on disposal of capital assets

Transfers in (out)

Total

CHANGE IN NET POSITION

NET POSITION, MAY 1

NET POSITION, APRIL 30

See accompanying notes to financial statements.

Net (Expense) Revenue and Change in Net Position		
Primary Government		
Governmental Activities	Business-Type Activities	Total
\$ (39,658,764)	\$ -	\$ (39,658,764)
(59,445,127)	-	(59,445,127)
(20,277,024)	-	(20,277,024)
(2,701,937)	-	(2,701,937)
(2,188,074)	-	(2,188,074)
(1,535,805)	-	(1,535,805)
(125,806,731)	-	(125,806,731)
-	10,367,313	10,367,313
-	(300,654)	(300,654)
-	(1,238,254)	(1,238,254)
-	(4,842,820)	(4,842,820)
-	(65,881)	(65,881)
-	3,919,704	3,919,704
(125,806,731)	3,919,704	(121,887,027)
35,136,105	-	35,136,105
1,932,784	3,167	1,935,951
23,877,874	189,697	24,067,571
5,243,883	3,391,701	8,635,584
806,431	-	806,431
-	2,221,916	2,221,916
9,545,311	3,515,320	13,060,631
1,411,420	-	1,411,420
39,836	-	39,836
590,448	-	590,448
42,156,724	189,697	42,346,421
2,969,219	-	2,969,219
12,888,100	-	12,888,100
1,943,898	-	1,943,898
5,139,163	3,710,087	8,849,250
3,307,581	235,775	3,543,356
-	138	138
807,940	(1,939,320)	(1,131,380)
147,796,717	11,518,178	159,314,895
21,989,986	15,437,882	37,427,868
55,055,337	114,650,418	169,705,755
\$ 77,045,323	\$ 130,088,300	\$ 207,133,623

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

BALANCE SHEET
GOVERNMENTAL FUNDS

As of April 30, 2024

	General	North Schaumburg TIF	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 36,639,428	\$ 31,869,747	\$ 36,817,404	\$ 105,326,579
Investments	29,942,906	5,404,701	9,947,800	45,295,407
Receivables				
Property taxes	9,401,200	-	-	9,401,200
Locally imposed taxes	1,085,385	-	542,693	1,628,078
Fines and fees	2,301,465	-	-	2,301,465
Accrued interest	313,309	65,138	75,752	454,199
Loan	69,962	-	-	69,962
Leases	353,531	-	-	353,531
Other	757,773	838,654	2,372,074	3,968,501
Deposits	-	3,000,000	-	3,000,000
Inventories	546,244	-	-	546,244
Due from other governments	15,844,525	2,521,283	3,060,943	21,426,751
Due from fiduciary funds	5,726,353	-	-	5,726,353
Due from other funds	3,254,479	-	2,240,266	5,494,745
Advances to other funds	75,000	-	1,559,871	1,634,871
Prepaid items	33,506	-	100,775	134,281
Land held for resale	752,646	9,725,874	-	10,478,520
Total assets	107,097,712	53,425,397	56,717,578	217,240,687
TOTAL ASSETS	\$ 107,097,712	\$ 53,425,397	\$ 56,717,578	\$ 217,240,687

See accompanying notes to financial statements.

	General	North Schaumburg TIF	Nonmajor Governmental Funds	Total Governmental Funds
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES				
LIABILITIES				
Accounts payable	\$ 2,913,864	\$ 18,257,169	\$ 8,972,063	\$ 30,143,096
Accrued payroll	2,741,518	-	-	2,741,518
Other liabilities	2,835,498	-	6,132	2,841,630
Unearned revenue	1,946,109	-	1,194,049	3,140,158
Due to other funds	1,793,615	401,326	4,707,630	6,902,571
Advances from other funds	-	2,500,000	1,634,871	4,134,871
Total liabilities	12,230,604	21,158,495	16,514,745	49,903,844
DEFERRED INFLOWS OF RESOURCES				
Property taxes levied for a future period	19,479,582	-	-	19,479,582
Deferred inflows related to leases	353,531	-	-	353,531
Total deferred inflows of resources	19,833,113	-	-	19,833,113
Total liabilities and deferred inflows of resources	32,063,717	21,158,495	16,514,745	69,736,957
FUND BALANCES				
Nonspendable				
Advances	75,000	-	-	75,000
Inventories	546,244	-	-	546,244
Prepaid items	33,506	-	100,775	134,281
Loan receivable	69,962	-	-	69,962
Land held for resale	752,646	-	-	752,646
Restricted				
Highway and streets	-	-	6,542,502	6,542,502
Traffic impact	-	-	2,518,858	2,518,858
TIF area development	-	32,266,902	-	32,266,902
Other	642,942	-	-	642,942
Assigned				
General	2,282,788	-	-	2,282,788
Special revenue funds	-	-	2,987,111	2,987,111
Debt service funds	-	-	5,135,277	5,135,277
Capital projects funds	-	-	23,659,957	23,659,957
Unassigned (deficit)				
General	70,630,907	-	-	70,630,907
Special revenue funds	-	-	(12,191)	(12,191)
Debt service funds	-	-	(1,000)	(1,000)
Capital projects funds	-	-	(728,456)	(728,456)
Total fund balances	75,033,995	32,266,902	40,202,833	147,503,730
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 107,097,712	\$ 53,425,397	\$ 56,717,578	\$ 217,240,687

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

RECONCILIATION OF FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION

April 30, 2024

FUND BALANCES OF GOVERNMENTAL FUNDS	\$ 147,503,730
Amounts reported for governmental activities in the statement of net position is different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds	148,484,461
Bond premiums/discounts are expensed in governmental funds but capitalized and amortized in the statement of net position	(1,985,408)
Interest payable is not due and payable in the current period and, therefore, is not reported in the governmental funds	(939,599)
Net pension liability for the Illinois Municipal Retirement Fund is shown as a liability on the statement of net position	(7,922,266)
Net pension liability for the Pension Trust Funds is shown as a liability on the statement of net position	(210,032,324)
The total other postemployment benefit liability is shown as a liability on the statement of net position	(18,244,385)
Differences between expected and actual experiences, assumption changes, net differences between projected and actual earnings for the Illinois Municipal Retirement Fund are recognized as deferred outflows and inflows of resources on the statement of net position	10,459,725
Differences between expected and actual experiences, assumption changes, net differences between projected and actual earnings for the Pension Trust Funds are recognized as deferred outflows and inflows of resources on the statement of net position	27,551,145
Differences between expected and actual experiences, assumption changes, net differences between projected and actual earnings and contributions subsequent to the measurement date for the total other postemployment benefit liability are recognized as deferred outflows of resources on the statement of net position	(1,630,915)
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds	
General obligation bonds	(48,853,015)
Compensated absences payable	(5,743,698)
Line of credit	(20,000,000)
The net position of the internal service funds is included in the governmental activities in the statement of net position	<u>58,397,872</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ 77,045,323</u>

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS

For the Year Ended April 30, 2024

	General	North Schaumburg TIF	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES				
Taxes	\$ 54,736,426	\$ 15,835,445	\$ 9,121,039	\$ 79,692,910
Licenses and permits	4,359,722	-	-	4,359,722
Intergovernmental	56,329,444	-	6,636,291	62,965,735
Charges for services	9,863,551	-	-	9,863,551
Fines and forfeits	1,767,920	-	-	1,767,920
Grants	674,911	2,692,348	2,828,954	6,196,213
Investment income	3,520,963	226,592	1,391,608	5,139,163
Miscellaneous	1,304,761	16,275	218,625	1,539,661
Total revenues	132,557,698	18,770,660	20,196,517	171,524,875
EXPENDITURES				
Current				
General government	26,529,002	19,045,030	290,014	45,864,046
Public safety	62,871,030	-	-	62,871,030
Highways and streets	15,144,249	-	2,192,055	17,336,304
Health and welfare	2,892,685	-	-	2,892,685
Culture and recreation	2,964,501	-	-	2,964,501
Debt service				
Principal	-	-	7,396,722	7,396,722
Interest	-	145,000	1,509,070	1,654,070
Bond issuance costs	-	45,000	-	45,000
Miscellaneous	-	-	5,575	5,575
Capital outlay	-	2,585,277	15,424,911	18,010,188
Total expenditures	110,401,467	21,820,307	26,818,347	159,040,121
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES				
	22,156,231	(3,049,647)	(6,621,830)	12,484,754
OTHER FINANCING SOURCES (USES)				
Transfers in	309,000	-	25,130,068	25,439,068
Transfers (out)	(32,735,223)	(5,158,236)	(4,584,698)	(42,478,157)
Line of credit issuance	-	10,000,000	-	10,000,000
Total other financing sources (uses)	(32,426,223)	4,841,764	20,545,370	(7,039,089)
NET CHANGE IN FUND BALANCES	(10,269,992)	1,792,117	13,923,540	5,445,665
FUND BALANCES, MAY 1	85,303,987	30,474,785	26,279,293	142,058,065
FUND BALANCES, APRIL 30	\$ 75,033,995	\$ 32,266,902	\$ 40,202,833	\$ 147,503,730

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES OF THE
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES

For the Year Ended April 30, 2024

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$ 5,445,665
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlay as expenditures, however, they are capitalized and depreciated in the statement of activities	
Capital assets	8,050,537
Loss on disposal of capital assets	(105,059)
Governmental funds report the effects of premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities	
Amortization costs	419,241
The repayment/refunding of the principal portion of long-term debt payable is reported as an expenditure/other financing use when due/deferred in governmental funds but as a reduction of principal outstanding in the statement of activities	
Debt service payments	7,396,722
The issuance of long-term debt payable is reported as other financing sources when received in governmental funds but as an increase to principal outstanding in the statement of activities	
Line of credit proceeds	(10,000,000)
The change in total OPEB liability is reported as an expense on the statement of activities	923,395
The change in deferred inflows and outflows of resources for the total OPEB liability is reported only in the statement of activities	(1,247,223)
Some expenses in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds	
Depreciation expense	(4,877,394)
Changes in accrued interest payable	(250,402)
Changes in compensated absences	54,551
The change in the net pension liability/asset for the Illinois Municipal Retirement Fund is reported only in the statement of activities	7,952,477
The change in deferred inflows and outflows of resources for the Illinois Municipal Retirement Fund is reported only in the statement of activities	(3,741,669)
The change in the net pension liability for the Pension Trust Funds is reported only in the statement of activities	(9,960,112)
The change in deferred inflows and outflows of resources for the Pension Trust Funds is reported only in the statement of activities	3,866,569
The change in net position of certain internal service activities in governmental funds	<u>18,062,688</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ 21,989,986</u>

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

STATEMENT OF NET POSITION
PROPRIETARY FUNDS

As of April 30, 2024

	Business-Type Activities				Governmental
	Waterworks and Sewerage	Schaumburg Hotel and Convention Center	Nonmajor Enterprise Funds	Total	Internal Service Funds
CURRENT ASSETS					
Cash and cash equivalents	\$ 9,791,579	\$ 25,090,768	\$ 2,009,511	\$ 36,891,858	\$ 37,298,913
Investments	4,390,161	51,251,665	1,869,268	57,511,094	14,394,937
Receivables					
Locally imposed taxes	-	778,501	-	778,501	-
Customer accounts	3,358,053	-	-	3,358,053	-
Unbilled services	2,886,806	-	-	2,886,806	-
Accrued interest	33,431	340,854	14,235	388,520	128,127
Other	85,911	1,428,197	26,681	1,540,789	17,401
Leases	-	-	2,186,540	2,186,540	-
Due from other funds	1,568,913	20,923	646	1,590,482	53,546
Due from fiduciary funds	34,786	-	-	34,786	-
Due from other governments	-	60,103	87,595	147,698	157,467
Advance to other funds	2,521,626	-	-	2,521,626	-
Prepaid expenses	2,576	433,657	109,478	545,711	377,543
Inventory	27,178	226,166	-	253,344	-
Total current assets	<u>24,701,020</u>	<u>79,630,834</u>	<u>6,303,954</u>	<u>110,635,808</u>	<u>52,427,934</u>
NONCURRENT ASSETS					
Capital Assets					
Non-depreciable	14,772,972	17,200,166	17,849,178	49,822,316	275,465
Depreciable	144,556,333	265,238,817	48,485,915	458,281,065	39,297,968
Less accumulated depreciation	(107,382,885)	(119,321,571)	(40,389,878)	(267,094,334)	(25,847,246)
Net capital assets	<u>51,946,420</u>	<u>163,117,412</u>	<u>25,945,215</u>	<u>241,009,047</u>	<u>13,726,187</u>
Total noncurrent assets	<u>51,946,420</u>	<u>163,117,412</u>	<u>25,945,215</u>	<u>241,009,047</u>	<u>13,726,187</u>
Total assets	<u>76,647,440</u>	<u>242,748,246</u>	<u>32,249,169</u>	<u>351,644,855</u>	<u>66,154,121</u>
DEFERRED OUTFLOWS OF RESOURCES					
Deferred loss on refunding, net of amortization	-	10,598,565	-	10,598,565	-
Pension items - IMRF	2,097,169	-	103,872	2,201,041	-
OPEB items	337,571	-	12,790	350,361	-
Total deferred outflows of resources	<u>2,434,740</u>	<u>10,598,565</u>	<u>116,662</u>	<u>13,149,967</u>	<u>-</u>
Total assets and deferred outflows of resources	<u>79,082,180</u>	<u>253,346,811</u>	<u>32,365,831</u>	<u>364,794,822</u>	<u>66,154,121</u>

See accompanying notes to financial statements.

	Business-Type Activities				Governmental
	Waterworks and Sewerage	Schaumburg Hotel and Convention Center	Nonmajor Enterprise Funds	Total	Internal Service Funds
CURRENT LIABILITIES					
Accounts payable	\$ 6,931,924	\$ 961,285	\$ 695,577	\$ 8,588,786	\$ 438,518
Accrued payroll	330,377	735,863	12,608	1,078,848	-
Accrued interest payable	-	647,286	-	647,286	-
Due to other funds	58,909	96,251	-	155,160	-
Due to others	-	133,530	-	133,530	-
General obligation bonds payable	-	6,236,985	-	6,236,985	-
Taxes payable	-	194,587	29,100	223,687	-
Claims payable	-	-	-	-	1,747,948
Compensated absences	25,204	-	-	25,204	-
Other liabilities	33,999	2,505,825	55,471	2,595,295	-
Total current liabilities	<u>7,380,413</u>	<u>11,511,612</u>	<u>792,756</u>	<u>19,684,781</u>	<u>2,186,466</u>
LONG-TERM LIABILITIES					
General obligation bonds payable	-	212,564,859	-	212,564,859	-
Compensated absences	222,703	-	-	222,703	-
Net pension liability	1,580,167	-	78,268	1,658,435	-
Total OPEB liability	1,749,588	-	66,289	1,815,877	-
Unearned revenue	1,612,766	-	6,235	1,619,001	-
Total long-term liabilities	<u>5,165,224</u>	<u>212,564,859</u>	<u>150,792</u>	<u>217,880,875</u>	<u>-</u>
Total liabilities	<u>12,545,637</u>	<u>224,076,471</u>	<u>943,548</u>	<u>237,565,656</u>	<u>2,186,466</u>
DEFERRED INFLOWS OF RESOURCES					
Pension items - IMRF	10,885	-	537	11,422	-
OPEB items	493,971	-	18,716	512,687	-
Deferred inflows related to leases	-	-	2,186,540	2,186,540	-
Total deferred inflows of resources	<u>504,856</u>	<u>-</u>	<u>2,205,793</u>	<u>2,710,649</u>	<u>-</u>
Total liabilities and deferred inflows of resources	<u>13,050,493</u>	<u>224,076,471</u>	<u>3,149,341</u>	<u>240,276,305</u>	<u>2,186,466</u>
NET POSITION					
Net investment in capital assets	51,946,420	(45,085,867)	25,945,215	32,805,768	13,726,187
Unrestricted	14,085,267	74,356,207	3,271,275	91,712,749	50,241,468
TOTAL NET POSITION	<u>\$ 66,031,687</u>	<u>\$ 29,270,340</u>	<u>\$ 29,216,490</u>	<u>124,518,517</u>	<u>\$ 63,967,655</u>
Adjustment to reflect the consolidation of internal service fund activities related to enterprise funds				<u>5,569,783</u>	
				<u>\$ 130,088,300</u>	

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
PROPRIETARY FUNDS

For the Year Ended April 30, 2024

	Business-Type Activities				Governmental
	Waterworks and Sewerage	Schaumburg		Total	Internal Service Funds
		Hotel and Convention Center	Nonmajor Enterprise Funds		
OPERATING REVENUES					
Charges for services	\$ 36,646,671	\$ 44,045,517	\$ 634,956	\$ 81,327,144	\$ 18,224,101
Tap on fees	153,150	-	-	153,150	-
Miscellaneous	85,372	-	232,850	318,222	-
Total operating revenues	36,885,193	44,045,517	867,806	81,798,516	18,224,101
OPERATING EXPENSES EXCLUDING DEPRECIATION AND AMORTIZATION					
Personnel services	4,354,270	-	219,401	4,573,671	-
Supplies	588,816	-	50,284	639,100	-
Services and charges	18,860,926	33,888,210	618,696	53,367,832	13,737,314
Administrative charge by General Fund	906,806	-	-	906,806	-
Other operating expenses	1,289,219	959,695	490,688	2,739,602	1,123,902
Total operating expenses excluding depreciation and amortization	26,000,037	34,847,905	1,379,069	62,227,011	14,861,216
OPERATING INCOME (LOSS) BEFORE DEPRECIATION AND AMORTIZATION	10,885,156	9,197,612	(511,263)	19,571,505	3,362,885
DEPRECIATION AND AMORTIZATION	2,594,991	6,297,332	1,139,262	10,031,585	2,827,656
OPERATING INCOME (LOSS)	8,290,165	2,900,280	(1,650,525)	9,539,920	535,229

See accompanying notes to financial statements.

	Business-Type Activities				Governmental
	Waterworks and Sewerage	Schaumburg Hotel and Convention Center	Nonmajor Enterprise Funds	Total	Internal Service Funds
NONOPERATING INCOME (EXPENSES)					
Investment income	\$ 477,857	\$ 3,080,902	\$ 151,328	\$ 3,710,087	\$ 1,178,637
Amusement tax	-	2,221,916	-	2,221,916	-
Telecommunications tax	-	3,167	-	3,167	-
Hotel tax	-	3,391,701	-	3,391,701	-
Home rule sales tax	-	175,302	14,395	189,697	-
Sales tax	-	175,302	14,395	189,697	-
Food and beverage tax	-	3,485,018	30,302	3,515,320	-
Operating grants	107,901	-	-	107,901	-
Other income	157,349	66,145	12,281	235,775	46,692
Interest expense	-	(7,743,100)	-	(7,743,100)	-
Gain on disposal of capital assets	138	-	-	138	289,358
Total nonoperating income (expenses)	743,245	4,856,353	222,701	5,822,299	1,514,687
INCOME (LOSS) BEFORE TRANSFERS AND CAPITAL GRANTS	9,033,410	7,756,633	(1,427,824)	15,362,219	2,049,916
TRANSFERS AND CAPITAL GRANTS					
Transfers in	-	-	700,000	700,000	17,847,029
Transfers (out)	(2,639,320)	-	-	(2,639,320)	-
Capital grants	23	-	45,736	45,759	134,967
Total transfers and capital grants	(2,639,297)	-	745,736	(1,893,561)	17,981,996
CHANGE IN NET POSITION	6,394,113	7,756,633	(682,088)	13,468,658	20,031,912
NET POSITION, MAY 1	59,637,574	21,513,707	29,898,578	111,049,859	43,935,743
NET POSITION, APRIL 30	\$ 66,031,687	\$ 29,270,340	\$ 29,216,490	\$ 124,518,517	\$ 63,967,655
Change in net position				\$ 13,468,658	
Adjustment to reflect the consolidation of internal service fund activities related to enterprise funds				1,969,224	
Change in net position of business-type activities				\$ 15,437,882	

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

STATEMENT OF CASH FLOWS
 PROPRIETARY FUNDS

For the Year Ended April 30, 2024

	Business-Type Activities				Governmental Activities
	Waterworks and Sewerage	Schaumburg Hotel and Convention Center	Nonmajor Enterprise Funds	Total	Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES					
Receipts from customers and users	\$ 37,654,567	\$ 45,104,785	\$ 854,511	\$ 83,613,863	\$ -
Receipts from interfund service transactions	-	-	-	-	18,171,704
Receipts from miscellaneous revenues	350,622	66,145	71,373	488,140	24,192
Payments of funds held for others	-	118,218	-	118,218	-
Payments for interfund service transactions	(906,806)	-	-	(906,806)	-
Payment to suppliers	(17,290,653)	(34,456,569)	(771,857)	(52,519,079)	(14,062,782)
Payments to employees	(4,907,181)	-	(274,519)	(5,181,700)	-
Other receipts (payments)	8,089	47,950	-	56,039	-
Net cash from (for) operating activities	14,908,638	10,880,529	(120,492)	25,668,675	4,133,114
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Intergovernmental income	23	-	45,736	45,759	-
Payments on bonds payable	-	(81,583,278)	-	(81,583,278)	-
Proceeds from bonds issued	-	75,875,000	-	75,875,000	-
Acquisition of capital assets	(10,139,774)	(5,668,697)	(1,274,547)	(17,083,018)	(3,723,160)
Sale of capital assets	138	-	-	138	289,358
Interest paid	-	(8,137,795)	-	(8,137,795)	-
Net cash from (for) capital and related financing activities	(10,139,613)	(19,514,770)	(1,228,811)	(30,883,194)	(3,433,802)
CASH FLOWS FROM INVESTING ACTIVITIES					
Purchase of investments	(64,506)	(2,878,431)	(27,466)	(2,970,403)	(199,078)
Investment income received	468,732	2,966,006	147,442	3,582,180	1,130,012
Net cash from (for) investing activities	404,226	87,575	119,976	611,777	930,934
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
Transfer in	-	-	700,000	700,000	17,847,029
Transfer (out)	(2,639,320)	-	-	(2,639,320)	-
Intergovernmental income	-	9,452,406	29,100	9,481,506	-
Due to/from other funds	(2,185,889)	435,969	14,968	(1,734,952)	(46,336)
Due to/from other agencies	489,955	24,033	-	513,988	-
Due from fiduciary funds	143,581	8,140	-	151,721	-
Interfund advances	31,452	-	-	31,452	-
Net cash from (for) noncapital financing activities	(4,160,221)	9,920,548	744,068	6,504,395	17,800,693
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	1,013,030	1,373,882	(485,259)	1,901,653	19,430,939
CASH AND CASH EQUIVALENTS, MAY 1	8,778,549	23,716,886	2,494,770	34,990,205	17,867,974
CASH AND CASH EQUIVALENTS, APRIL 30	\$ 9,791,579	\$ 25,090,768	\$ 2,009,511	\$ 36,891,858	\$ 37,298,913

See accompanying notes to financial statements.

	Business-Type Activities				Governmental
	Waterworks and Sewerage	Schaumburg Hotel and Convention Center	Nonmajor Enterprise Funds	Total	Internal Service Funds
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FLOWS FROM OPERATING ACTIVITIES					
Operating income (loss)	\$ 8,290,165	\$ 2,900,280	\$ (1,650,525)	\$ 9,539,920	\$ 535,229
Adjustments to reconcile operating income (loss) to net cash from (for) operating activities					
Depreciation and amortization	2,594,991	6,297,332	1,139,262	10,031,585	2,827,656
Bad debt expense	-	-	71,373	71,373	-
Other nonoperating income (expense)	265,250	66,145	-	331,395	24,192
Changes in					
Receivables	(538,444)	1,025,316	(6,643)	480,229	249
Deposits	-	33,952	-	33,952	-
Prepaid items	(1,449)	(32,653)	(91,518)	(125,620)	793,632
Inventory	(3,456)	8,211	-	4,755	-
Accounts payable	3,453,213	134,508	480,435	4,068,156	43,783
Payables to internal service funds	-	-	(1,106)	(1,106)	-
Accrued payroll	165,744	(9,396)	1,895	158,243	-
Claims payable	-	-	-	-	(38,981)
Unearned revenue	1,393,190	-	(6,652)	1,386,538	-
Compensated absences	(9,100)	-	-	(9,100)	-
Pension items	(751,168)	-	(38,906)	(790,074)	-
OPEB items	41,613	-	(18,107)	23,506	-
Other assets (liabilities)	8,089	456,834	-	464,923	-
NET CASH FROM (FOR) OPERATING ACTIVITIES	<u>\$ 14,908,638</u>	<u>\$ 10,880,529</u>	<u>\$ (120,492)</u>	<u>\$ 25,668,675</u>	<u>\$ 4,133,114</u>
SUPPLEMENTAL SCHEDULE OF NONCASH INVESTING, CAPITAL AND FINANCING ACTIVITIES					
Increase (decrease) in fair value of investments	\$ (7,447)	\$ 746,595	\$ (1,409)	\$ 737,739	\$ (27,721)
TOTAL NONCASH TRANSACTIONS	<u>\$ (7,447)</u>	<u>\$ 746,595</u>	<u>\$ (1,409)</u>	<u>\$ 737,739</u>	<u>\$ (27,721)</u>

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS

As of April 30, 2024

	Pension Trust	Custodial
ASSETS		
Cash and cash equivalents	\$ 15,130,714	\$ 34,786
Investments		
Police's pension investment fund	123,915,666	
Firefighters' pension investment fund	122,512,782	-
Receivables		
Other	-	21,626
Prepaid items	17,466	-
	<u>261,576,628</u>	<u>56,412</u>
LIABILITIES		
Accounts payable	16,875	-
Due to general fund	5,726,353	-
Due to water & sewer fund	-	34,786
Advance from other funds	-	21,626
	<u>5,743,228</u>	<u>56,412</u>
NET POSITION		
Restricted for retirement benefits	<u>255,833,400</u>	-
	<u>\$ 255,833,400</u>	<u>\$ -</u>

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

For the Year Ended April 30, 2024

	Pension Trust	Custodial
ADDITIONS		
Contributions		
Employer	\$ 13,852,323	\$ -
Plan members	2,578,215	-
Total contributions	16,430,538	-
Investment income		
Net appreciation (depreciation) in fair value of investments	19,805,852	-
Interest and dividends	3,402,549	-
Total investment income	23,208,401	-
Less investment expense	203,269	-
Net investment income	23,005,132	-
Property taxes	-	34,786
Miscellaneous revenue	739,105	-
Total additions	40,174,775	34,786
DEDUCTIONS		
Benefits	25,561,764	-
Administrative	185,087	-
Debt service	-	34,786
Total deductions	25,746,851	34,786
NET INCREASE (DECREASE)	14,427,924	-
NET POSITION, MAY 1	241,405,476	-
NET POSITION, APRIL 30	\$ 255,833,400	\$ -

See accompanying notes to financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

NOTES TO FINANCIAL STATEMENTS

April 30, 2024

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VILLAGE OF SCHAUMBURG, ILLINOIS

NOTES TO FINANCIAL STATEMENTS

April 30, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Village of Schaumburg, Illinois (the Village) was incorporated on March 7, 1956. The Village operates under a board-manager form of government as a home rule community (as defined by the State of Illinois Constitution) and provides the following services as authorized under state law and the Illinois Constitution: public safety (police and fire), highway and street maintenance, water and sewer utility, public improvements, planning and zoning, health and social services, culture, recreation and general governmental administrative services.

The accompanying financial statements of the Village have been prepared in conformity with accounting principles generally accepted in the United States of America, as applied to government units (hereinafter referred to as generally accepted accounting principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Village's accounting policies are described below.

The Village's fiscal year end is April 30 of each year. The accompanying financial statements of the Village are for the fiscal year ended April 30, 2024. The Schaumburg Hotel and Convention Center follows a calendar fiscal year that begins January 1 and ends December 31.

a. Reporting Entity

The financial reporting entity consists of the primary government, as well as its component units, which are legally separate organizations for which the elected officials of the primary government are financially accountable. Financial accountability is defined as:

- 1) Appointment of a voting majority of the component unit's board, and either (a) the ability to impose will by the primary government, or (b) the possibility that the component unit will provide a financial benefit to, or impose a financial burden on, the primary government; or
- 2) Fiscal dependency on the primary government.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

a. Reporting Entity (Continued)

Fiduciary Funds

Police Pension Plan

The Village's police employees participate in the Police Pension Plan, which is governed by a separate board. The Village is obligated to fund the Police Pension Plan costs based upon actuarial valuations.

Firefighters' Pension Plan

The Village's firefighter employees participate in the Firefighters' Pension Plan, which is governed by a separate board. The Village is obligated to fund the Firefighters' Pension Plan costs based upon actuarial valuations.

b. Basis of Presentation - Fund Accounting

The accounts of the Village are organized based on funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, deferred inflows and outflows of resources, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based on the purposes for which they are spent and the means by which spending activities are controlled. Funds are classified into the following categories: governmental, proprietary and fiduciary.

Governmental Funds

Governmental funds are those through which most governmental functions of the Village are financed. The Village's expendable financial resources (except those accounted for in proprietary funds) are accounted for through governmental funds. The measurement focus is based upon determination of changes in current financial resources, rather than upon net income determination. The following are the Village's governmental fund types:

General Fund - The General Fund is the general operating fund of the Village. It is used to account for all financial resources except those to be accounted for in another fund.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b. Basis of Presentation - Fund Accounting (Continued)

Governmental Funds (Continued)

Special Revenue Funds - The Special Revenue Funds are used to account for the proceeds of restricted or committed revenue sources (other than major capital projects) that are legally restricted or committed to expenditures for specified purposes.

Debt Service Funds - The Debt Service Funds are used to account for the accumulation of restricted, committed or assigned resources for, and the payment of, general obligation long-term debt principal, interest and related costs (other than those financed by proprietary funds).

Capital Projects Funds - The Capital Projects Funds are used to account for restricted, committed or assigned financial resources to be used for the acquisition or construction of major capital items including Tax Incremental Financing Funds (other than those financed by proprietary funds).

Proprietary Funds

Proprietary Funds are used to account for the Village's ongoing activities that are similar to those found in the private sector. The measurement focus is based on the determination of net income. These funds account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The following are the Village's proprietary fund types:

Enterprise Funds - Enterprise Funds provide goods and services to customers outside the primary government.

Internal Service Funds - Internal Service Funds are used to account for goods and services where the customers are within the primary government.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b. Basis of Presentation - Fund Accounting (Continued)

Fiduciary Funds

Pension Trust Funds are used to account for and report resources that are required to be held in trust for the members and beneficiaries of the defined benefit pension plan. Custodial Funds are used to account for and report assets controlled by the Village and the assets are for the benefit of individuals, private organizations and/or other governments.

c. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the Village. The effect of material interfund activity has been eliminated from these statements. Interfund services provided and used are not eliminated in the process of consolidation. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expense of a given function, segment or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and (2) grants and shared revenues that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The Village reports the following major governmental funds:

The General Fund is used to account for the resources traditionally associated with governments which are to be accounted for in another fund.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Government-Wide and Fund Financial Statements (Continued)

The North Schaumburg Tax Increment Financing Fund, a capital projects fund, is used to account for the financial resources to be used for redevelopment of the area on a comprehensive and planned development basis. Financing is provided by bond proceeds and incremental property taxes.

The Village reports the following major enterprise funds:

The Waterworks and Sewerage Fund accounts for the provision of water and sewer services to the residents and businesses of the Village financed by user fees.

The Schaumburg Hotel and Convention Center Fund accounts for the operating revenue and expenses of the village-owned hotel and convention center.

Additionally, the Village reports the following internal service funds:

The Vehicle Replacement Fund accounts for the costs of providing certain operating vehicles used by village departments. Financing is provided by charges to other funds.

The Technology Replacement Fund accounts for the costs of providing certain office equipment used by village departments. Financing is provided by charges to other funds.

The Building Replacement Fund accounts for the costs of maintaining certain buildings used by village departments. Financing is provided by charges to other funds.

The Risk Management Fund accounts for the servicing and payment of claims for liability, property, casualty, worker's compensation and medical benefits. Financing is provided by charges to the various village funds.

The Village reports pension trust funds as fiduciary funds to account for the Police Pension Fund and Firefighters' Pension Fund. Furthermore, the Village reports the following custodial fund as a fiduciary fund: Special Service Area Numbers Twelve and Thirteen were created to fund watermain improvements.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues and additions are recorded when earned and expenses and deductions are recorded when a liability is incurred. Property taxes are recognized as revenues in the year for which they are levied (i.e., intended to finance). Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Operating revenues/expenses include all revenues/expenses directly related to providing enterprise fund services. Incidental revenues/expenses are reported as non-operating.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Village considers revenues to be available if they are collected within 60 days of the end of the current fiscal period, except sales and telecommunications taxes, which are 90 days, and intergovernmental revenues which are individually determined by their own legal and contractual requirements. Expenditures generally are recorded when a fund liability is incurred. However, debt service expenditures are recorded only when payment is due.

Property taxes, sales taxes owed to the state at year end, franchise taxes, licenses and interest associated with the current fiscal period are all considered susceptible to accrual and are recognized as revenues of the current fiscal period. Licenses and permit fees, charges for services (other than enterprise funds) and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received.

In applying the susceptible to accrual concept to intergovernmental revenues (i.e., federal and state grants), the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the Village; therefore, revenues are recognized based upon the expenditures/expenses recorded. In the other, monies are virtually unrestricted as to purpose of expenditure/expense and are generally revocable only for failure to comply with prescribed eligibility requirements, such as equal employment opportunity. These resources are reflected as revenues at the time of receipt or earlier if they meet the availability criterion.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d. Measurement Focus, Basis of Accounting and Financial Statement Presentation
(Continued)

The Village reports unearned revenue and deferred/unavailable revenue on its financial statements. Deferred/unavailable revenues arise when potential revenue does not meet both the measurable and available or earned criteria for recognition in the current period. Unearned revenues also arise when resources are received by the Village before it has a legal claim to them or prior to the provision of services, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the Village has a legal claim to the resources, the liability or deferred inflows of resources for unearned and deferred/unavailable revenue are removed from the financial statements and revenue is recognized.

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

e. Cash and Investments

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Village's proprietary funds consider their equity in pooled cash and all highly liquid investments with an original maturity of three months or less when purchased to be cash equivalents.

Investments

Investments with a maturity of less than one year when purchased, non-negotiable certificates of deposit and other nonparticipating investments are stated at cost or amortized cost. Investments with a maturity greater than one year when purchased and all investments of the pension trust funds are stated at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f. Interfund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These short-term receivables and payables are classified as “due from other funds” or “due to other funds” on the balance sheet. Long-term interfund loans are classified as advances to/from.

g. Receivables

Receivables consist primarily of property taxes, intergovernmental, user fees and other miscellaneous amounts due the Village.

h. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

i. Land Held for Resale

The Village's land held for resale is to be used for economic development purposes.

j. Inventories

Inventories are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. The costs of governmental inventories, if any, are recorded as expenditures when consumed rather than when purchased.

k. Compensated Absences

Vested or accumulated vacation leave, compensatory time off, longevity pay and accumulated sick leave for those eligible for the sick time reimbursement plan that is due to employees who have retired or terminated by the end of the year is reported as an expenditure and a fund liability of the governmental fund that will pay it. Vested or accumulated vacation leave, compensatory time off, longevity pay and accumulated sick leave for those eligible for the sick time reimbursement plan of proprietary funds and governmental activities are recorded as an expense and liability of those funds as the benefits accrue to employees. No liability is recorded for nonvesting accumulating rights to receive sick pay benefits, as this liability is recognized only when the rights are used.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

l. Long-Term Obligations

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type financial statements.

Bond premiums and discounts are unearned and amortized over the life of the bonds. Bond issuance costs are expensed.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

m. Fund Balances/Net Position

In the fund financial statements, governmental funds report nonspendable fund balance for the amounts that are either not in the spendable form or legally or contractually required to be maintained intact. Restrictions of fund balance are reported for amounts constrained by legal restrictions from outside parties for use for a specific purpose, or externally imposed by outside entities or from legislation adopted by the state. Committed fund balance is constrained by formal actions of the Village's Board of Trustees, the Village's highest level of decision-making authority. Formal actions include ordinances approved by the Board. Assigned fund balance represents amounts constrained by the Village's intent to use them for a specific purpose. The authority to assign fund balance has been delegated to the Village's Manager and Treasurer/Director of Finance through the approved budget of the Village. Any residual fund balance in the General Fund, including fund balance targets and any deficit fund balance of any other governmental fund is reported as unassigned.

The following funds report deficit balances as of year-end:

General Obligation Bonds Series 2020A of \$(1,000)
Exporior TIF of \$(728,456)
Community Development Block Grant \$(12,191)

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

m. Fund Balances/Net Position (Continued)

The Village’s flow of funds assumption prescribes that the funds with the highest level of constraint are expended first. If restricted or unrestricted funds are available for spending, the restricted funds are spent first. Additionally, if different levels of unrestricted funds are available for spending the Village considers committed funds to be expended first followed by assigned funds and then unassigned funds.

In the government-wide financial statements, restricted net positions are legally restricted by outside parties for a specific purpose. Net investment in capital assets represents the book value of capital assets less any long-term debt issued to acquire or construct the capital assets.

\$41,971,204 of the Village’s restricted net position is a result of State statute restrictions on the use of certain monies, the bulk of which is the \$32,266,902 in the North Schaumburg TIF fund that can only be used for TIF eligible projects. The General Fund Other is comprised of \$467,902 for foreign fire insurance expenses, \$56,455 for DUI technology expenses, \$106,863 for drug seizure expenses and \$11,722 for electronic ticketing expenses. Highways and streets consists of \$6,542,502 for Motor Fuel Fund expenses. The Traffic Impact amount of \$2,518,858 is for Developer Contributions Fund expenses.

Assigned fund balance represents amounts internally designated with the intent to use them for a specific purpose. These balances are neither restricted nor committed formally as such would be available at the Village Board’s discretion. \$34,065,133 of the Village’s fund balances are assigned for specific projects and programs as follows:

General Fund Assigned For		Special Revenue Funds Assigned For	
Historic Dist. improvements based on vacant land value	\$ 1,200,000	Development Contribution Fund	
Town Square shared parking lot	612,491	Streetlights	\$ 1,248,471
SYO Fundraising	178,446	Parkway trees	481,069
Nursing-Loan Closet	35,234	Sidewalks/bike paths	535,601
Community Assistance Fund	108,231	Right of way	220,958
Drug Education Prog. donations	8,400	Traffic signals	216,029
Teen Center	6,842	PUD street light	284,983
Senior Barn	4,786		
Child Passenger Safety Program	2,108		
SS Gambling Addiction	126,250		
Debt Service Funds Assigned For		Capital Projects Funds Assigned For	
Debt service payments	\$ 5,135,277	Capital improvements	\$ 13,523,110
		Streets program	10,136,847

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

n. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense / expenditure) until then. In addition to liabilities, the statement of net position and governmental fund balance sheet report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

o. Interfund Transactions

Interfund service transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. All other interfund transactions, except interfund service transactions and reimbursements, are reported as transfers.

p. Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, bridges, storm sewers and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Village as assets with an initial, individual cost of more than \$20,000 (\$50,000 for infrastructure) and an estimated useful life in excess of one year.

Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the acquisition value at the date of donation. The costs of normal maintenance and repairs, including street overlays that do not add to the value or service capacity of the asset or materially extend asset lives are not capitalized.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

p. Capital Assets (Continued)

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property, plant and equipment are depreciated using the straight-line method over the following estimated useful lives:

Land improvements	7-20 years
Buildings and improvements	10-45 years
Furniture and fixtures	5-30 years
Machinery and equipment	3-15 years
Roads	40 years
Bridges	40 years
Wells and water mains	40 years

q. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows, liabilities and deferred inflows and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

2. DEPOSITS AND INVESTMENTS

The Village and pension funds categorize the fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

Deposits and investments are held separately and in pools by several of the Village's funds. The Village invests these funds pursuant to investment guidelines established by the Board of Trustees and by the Village's Director of Finance. The deposits and investments of the Pension Trust Funds are held separately.

The Illinois Public Treasurers' Investment Pool, known as The Illinois Funds, operates as a qualified external investment pool in accordance with the criteria established in GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*, and thus, reports all investments at amortized cost rather than fair value. The investment in The Illinois Funds by participants is also reported at amortized cost. The Illinois Funds does not have any limitations or restrictions on participant withdrawals. The Illinois Treasurer's Office issues a separate financial report for The Illinois Funds which may be obtained by contacting the Administrative Office at Illinois Business Center, 400 West Monroe Street, Suite 401, Springfield, Illinois 62704.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

2. DEPOSITS AND INVESTMENTS (Continued)

Illinois Public Act 101-0610 consolidated the assets of the state's more than 650 downstate and suburban public safety pension funds into two consolidated investment funds and required the Firefighters' Pension Funds and Police Pension Funds to pool their funds for investment purposes. Thus, the investments of the Firefighters' and Police Pension Funds were transferred to Illinois Firefighters' Pension Investment Fund and Illinois Police Pension Investment Fund during the fiscal year 2022 and 2023, respectively. The Illinois Firefighters' and Police Pension Investment Fund is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in the Illinois Firefighters' and Police Pension Investment Fund are valued at Illinois Fund's share price, the price for which the investments could be sold.

It is the policy of the Village to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Village and conforming to all state and local statutes governing the investment of public funds, using the "prudent person" standard for managing the overall portfolio. The primary objectives of the policy are legality, safety (preservation of capital and protection of investment principal), liquidity and return.

a. Deposits

To guard against credit risk for deposits with financial institutions, the Village's investment policy requires that deposits with financial institutions in excess of the Federal Deposit Insurance Corporation (FDIC) insurance be collateralized and held by the Village's agent in the Village's name with collateral in an amount of 105% of the uninsured deposits.

b. Investments

As of April 30, 2024, the Village's debt securities had the following investments and maturities.

	Fair Value	Investment Maturities			
		Less than 1 Year	1 to 5 Years	6 to 10 Years	More than 10
Municipal bonds	\$ 13,284,966	\$ 245,921	\$ 13,039,045	\$ -	\$ -
Certificate of Deposit (Negotiable)	18,366,921	464,575	14,929,794	2,972,552	
U.S. agency securities— explicitly guaranteed	46,938,286	1,606,358	45,331,928	-	-
U.S. Treasury notes/bonds	23,261,625	2,422,519	20,839,106	-	-
TOTAL	\$ 101,851,798	\$ 4,739,373	\$ 94,139,873	\$ 2,972,552	\$ -

2. DEPOSITS AND INVESTMENTS (Continued)

b. Investments (Continued)

Interest Rate Risk

In accordance with the investment policy, the Village limits their exposure to interest rate risk by structuring the portfolios to meet the daily cash flow demands while providing the highest investment return with the maximum security.

The Village has the following recurring fair value measurements as of April 30, 2024: The U.S. Treasury obligations are valued using quoted prices in active markets for identical assets (Level 1 inputs). The U.S. agency obligations and the state and municipal obligations are valued using quoted matrix pricing models (Level 2 inputs). Negotiable Certificate of Deposits are valued using quoted matrix pricing models (Level 2 inputs). The Illinois Funds Money Market, the Illinois Police Officers' Pension Investment Fund, and the Illinois Firefighters' Pension Investment Fund are measured based on the net asset value of the shares in the funds, which are based on the fair value of the underlying investments in the funds (Level 3 input).

Credit Risk

The Village limits their exposure to credit risk, the risk that the issuer of a debt security will not pay its par value upon maturity, by primarily investing in insured certificate of deposits, and securities issued by agencies of the United States Government that are legally or implicitly guaranteed by the United States Government such as the United States Treasury or agency securities. The Village also invests in state and local government bonds rated, at the time of purchase, within the four highest general classifications established by a nationally recognized rating service.

The Illinois Funds, a state investment pool, was rated AAAM by Standard & Poor's. The municipal bonds are either not rated or rated from A+ to AAA. The U.S. agencies and U.S. treasury investments are rated AAA. The Illinois Firefighters' and Police Pension Investment Funds are not rated.

Custodial Credit Risk

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to the investment, the Village will not be able to recover the value of the investments that are in possession of an outside party. To limit its exposure, the Village's investment policy requires all security transactions that are exposed to custodial credit risk to be processed on a delivery versus payment (DVP) basis with the underlying investments held by a third party custodian designated by the Director of Finance/Treasurer and evidenced by safekeeping receipts and a written custodial agreement. The Illinois Funds are not subject to custodial credit risk.

2. DEPOSITS AND INVESTMENTS (Continued)

b. Investments (Continued)

Concentration of Credit Risk

The investment portfolio of the Village shall not exceed the diversification standards. No financial institution shall hold more than 25% of the Village's investment portfolio, exclusive of any United States Treasury or agency securities held in safekeeping by that institution on the Village's behalf. Investments in The Illinois Funds shall not exceed 40% of the investment portfolio.

Foreign Currency Risk

The Village's investments are not denominated in foreign currency and, therefore, are not subject to foreign currency risk.

3. RECEIVABLES

a. Property Taxes

The Village is a home rule community under the 1970 Illinois Constitution and, accordingly, does not have a statutory property tax rate limit. In 2009, the Village levied, for the first time, a property tax for general, Police Pension and Firefighters' Pension purposes. The Village also levies taxes for the payment of special service area bonds and receives, but does not levy for, road and bridge and tax increment financing district property taxes.

The Village does not record a receivable for property taxes related to the Tax Increment Financing (TIF) districts. Due to the nature of TIF revenues, the Village does not levy a direct tax upon the districts. Instead, the property taxes are based solely upon the incremental increase in the property value utilizing the tax rates of all the taxing bodies whose boundaries encompass the districts. As such, the Village cannot reasonably estimate the receivable and records the revenue on the cash basis.

The Village's property tax is levied each calendar year on all taxable real property located in the Village. Governmental funds' property taxes which are due within the current fiscal year, the year intended to finance and collected within 60 days subsequent to year end, are recorded as revenue.

The Cook and DuPage County Assessors are responsible for assessment of all taxable real property except for certain railroad property, which is assessed directly by the state. Reassessments occur based on market conditions. The County Clerk computes the annual tax for each parcel of real property and prepares tax books used by the County Collector as the basis for issuing tax bills to all taxpayers in the County.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

3. RECEIVABLES (Continued)

a. Property Taxes (Continued)

Property taxes are collected by the County Collector and are submitted to the County Treasurer, who remits to the units of government their respective shares of the collections. Taxes levied in one year become due and payable in two installments. Generally, Cook County taxes are due on March 1 and August 1 during the following year. DuPage County taxes are due on June 1 and September 1 during the following year. Taxes must be levied by the last Tuesday in December of the levy year and the levy becomes an enforceable lien against the property as of January 1 of the levy year.

The 2023 tax levy collections are intended to finance the 2024-2025 fiscal year, are not considered available for current operations, and are, therefore, shown as deferred inflows of resources.

The 2024 tax levy has not been recorded as a receivable at April 30, 2024, as the tax attached as a lien on property as of January 1, 2024; however, the tax will not be levied until December 2024 and, accordingly, is not measurable at April 30, 2024. A 1% provision for uncollectible taxes has been factored into the property tax receivable.

b. Other Receivables

	Governmental Activities	Business-Type Activities
LOCALLY IMPOSED		
Hotel tax	\$ 740,889	\$ 208,198
Amusement tax	-	223,348
Food and beverage tax	887,189	346,955
TOTAL LOCALLY IMPOSED	\$ 1,628,078	\$ 778,501
OTHER RECEIVABLES		
Fines and fees		
Ambulance fees	\$ 2,244,294	\$ -
Miscellaneous	57,171	-
Total fines and fees	\$ 2,301,465	\$ -

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

3. RECEIVABLES (Continued)

b. Other Receivables (Continued)

	Governmental Activities	Business-Type Activities
OTHER RECEIVABLES (Continued)		
Other		
Community grant rehabilitation*	\$ 996,503	\$ -
Hotel charges	-	1,428,197
Airport rentals	-	26,681
Miscellaneous**	3,096,906	135,871
	<hr/>	<hr/>
Total other receivables	4,093,409	1,570,749
	<hr/>	<hr/>
TOTAL OTHER RECEIVABLES	\$ 6,394,874	\$ 1,570,749
	<hr/>	<hr/>

* The Village expects all receivables to be collected within one year with the exception of \$996,503 of the Community Grant Rehabilitation receivable and \$351,575 of the leases receivable.

**Miscellaneous receivable includes the portion of internal service fund receivable allocated to governmental activities and business-type activities.

The Governmental Activities loan receivable totaling \$69,962 will be amortized over a 10 year period.

c. Due From Other Governments

	Governmental Activities	Business-Type Activities
Sales tax	\$ 9,930,628	\$ 29,646
Home rule sales tax	5,427,319	30,693
Transit program	46,480	-
Motor fuel tax allotments	283,132	-
Telecommunications tax	484,431	811
Grant receivables	5,139,529	-
Other	115,232	86,548
	<hr/>	<hr/>
TOTAL DUE FROM OTHER GOVERNMENTS	\$ 21,426,751	\$ 147,698
	<hr/>	<hr/>

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

4. CAPITAL ASSETS

The following is a summary of capital asset activity during the fiscal year:

	Beginning Balance	Increases	Decreases	Ending Balance
GOVERNMENTAL ACTIVITIES				
Capital assets not being depreciated				
Land	\$ 14,751,016	\$ -	\$ -	\$ 14,751,016
Land right of way	35,794,727	405,000	-	36,199,727
Construction in progress	3,233,327	3,344,226	704,950	5,872,603
Internal service construction in progress	455,544	197,869	448,598	204,815
Total capital assets not being depreciated	<u>54,234,614</u>	<u>3,947,095</u>	<u>1,153,548</u>	<u>57,028,161</u>
Capital assets being depreciated				
Land improvements	6,497,047	974,853	-	7,471,900
Buildings	47,833,735	135,596	-	47,969,331
Machinery and equipment	12,443,787	928,396	84,915	13,287,269
Roads	161,002,326	2,862,676	1,748,307	162,116,695
Bridges	5,113,366	-	-	5,113,366
Water systems	1,147,891	104,740	-	1,252,631
Internal service capital assets	32,430,648	1,078,504	882,387	32,626,765
Total capital assets being depreciated	<u>266,468,801</u>	<u>6,084,765</u>	<u>2,715,609</u>	<u>269,837,957</u>
Less accumulation for				
Land improvements	5,480,150	137,111	-	5,617,261
Buildings	30,642,336	1,004,234	-	31,646,570
Machinery and equipment	11,219,034	271,142	84,915	11,405,261
Roads	92,456,357	3,308,066	1,643,248	94,121,175
Bridges	2,397,100	126,834	-	2,523,934
Water systems	205,869	30,007	-	235,876
Internal service capital assets	21,263,211	964,262	882,387	21,345,086
Total accumulated depreciation	<u>163,664,057</u>	<u>5,841,656</u>	<u>2,610,550</u>	<u>166,895,163</u>
Total capital assets being depreciated, net	<u>102,804,744</u>	<u>243,109</u>	<u>105,059</u>	<u>102,942,794</u>
GOVERNMENT ACTIVITIES				
CAPITAL ASSETS, NET	<u>\$ 157,039,358</u>	<u>\$ 4,190,204</u>	<u>\$ 1,258,607</u>	<u>\$ 159,970,955</u>
Reconciling item to account for internal service fund assets				(11,486,494)
Total governmental activities capital assets, excluding internal service funds				<u>\$ 148,484,461</u>

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

4. CAPITAL ASSETS (Continued)

	Beginning Balance	Increases	Decreases	Ending Balance
BUSINESS-TYPE ACTIVITIES				
Capital assets not being depreciated				
Land	\$ 29,650,866	\$ -	\$ -	\$ 29,650,866
Construction in progress	8,891,860	14,449,713	3,170,123	20,171,450
Internal service construction in progress	14,576	77,595	21,521	70,650
Total capital assets not being depreciated	38,557,302	14,527,308	3,191,644	49,892,966
Capital assets being depreciated				
Land improvements	24,370,345	-	-	24,370,345
Buildings	274,115,490	2,246,105	-	276,361,595
Machinery and equipment	8,446,560	856,992	-	9,303,552
Furniture and fixtures	22,601,764	-	-	22,601,764
Wells and water mains	122,939,847	2,703,962	-	125,643,809
Internal service capital assets	4,184,822	2,839,311	352,930	6,671,203
Total capital assets being depreciated	456,658,828	8,646,370	352,930	464,952,268
Less accumulation for				
Land improvements	22,875,146	213,333	-	23,088,479
Buildings	113,630,379	6,861,834	-	120,492,213
Machinery and equipment	5,239,878	737,638	-	5,977,516
Furniture and fixtures	21,379,228	149,063	-	21,528,291
Wells and water mains	94,315,249	1,692,586	-	96,007,835
Internal service capital assets	2,991,696	1,863,394	352,930	4,502,160
Total accumulated depreciation	260,431,576	11,517,848	352,930	271,596,494
Total capital assets being depreciated, net	196,227,252	(2,871,478)	-	193,355,774
BUSINESS-TYPE ACTIVITIES				
CAPITAL ASSETS, NET	\$ 234,784,554	\$ 11,655,830	\$ 3,191,644	\$ 243,248,740

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

4. CAPITAL ASSETS (Continued)

Depreciation expense was charged to the governmental activities functions/programs as follows:

GOVERNMENTAL ACTIVITIES	
General government	\$ 485,839
Public safety	538,808
Highway & streets	3,756,896
Health & welfare	8,996
Cultural	86,855
Internal service funds	<u>964,262</u>
TOTAL DEPRECIATION EXPENSE – GOVERNMENTAL ACTIVITIES	<u><u>\$ 5,841,656</u></u>

Depreciation expense was charged to the business-type functions as follows:

BUSINESS-TYPE ACTIVITIES	
Waterworks and sewerage	\$ 2,594,991
Hotel and convention center	5,920,201
Airport	302,290
Baseball stadium	818,354
Commuter parking lots	18,618
Internal service funds	<u>1,863,394</u>
TOTAL DEPRECIATION EXPENSE – BUSINESS-TYPE ACTIVITIES	<u><u>\$ 11,517,848</u></u>

5. RISK MANAGEMENT

Self-Insurance Program

The Village is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; natural disasters; injuries to the Village’s employees; and employee and retiree health and dental benefits. Management of these risks are provided for through a limited self-insurance program. For the fiscal year ended April 30, 2024, the Village is self-insured for the first \$50,000 for property claims, \$50,000 per employee for medical claims, \$50,000 for automobile physical damage, \$150,000 for liability claims, \$150,000 for public officials and police liability claims and \$1,000,000 for workers’ compensation claims. The Village has contracted with third-party administrators (TPAs) to administer these insurance programs and to review and process claims. Commercial insurance is carried for amounts in excess of the self-insured amounts. There have been no significant reductions in insurance coverage during the current year. For all insured programs, settlement amounts have not exceeded insurance coverage for the current or two prior years. The Village’s self-insurance activities are reported in the Risk Management Fund. Effective January 1, 2012, the Village began participating in the Intergovernmental Personnel Benefit Cooperative for medical and death benefits for employees and retirees. More information on this risk pool can be found below.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

5. RISK MANAGEMENT (Continued)

Self-Insurance Program (Continued)

Premiums are paid by the Risk Management Fund based upon historical cost estimates. Liabilities are reported when it is probable that a loss has occurred, and the amount of the loss can be reasonably estimated. The Village estimates that these liabilities will be paid within the next fiscal year and, therefore, are stated as current liabilities on the statement of net position.

A reconciliation of claims liability for the current year and that of the preceding year is reported below.

	General Liability		Workers' Compensation		Medical	
	2024	2023	2024	2023	2024	2023
CLAIMS LIABILITY, MAY 1	\$ 224,047	\$ 401,518	\$ 1,562,882	\$ 1,842,646	\$ -	\$ 72
Add claims incurred	464,534	30,527	413,330	519,220	6,835,286	6,861,131
Less claims paid	(295,550)	(207,998)	(621,295)	(798,984)	(6,835,286)	(6,861,203)
CLAIMS LIABILITY, APRIL 30	\$ 393,031	\$ 224,047	\$ 1,354,917	\$ 1,562,882	\$ -	\$ -

Intergovernmental Personnel Benefit Cooperative (IPBC)

The Village became a member of the IPBC effective January 1, 2012. The Village uses the IPBC for both its PPO and HMO health plans. IPBC is a public entity risk pool that acts as an administrative agency to receive, process and pay such claims as may come within the benefit program of each member. At the present time there are 155 municipal entities as members. For the PPO health plan, the IPBC maintains specific reinsurance coverage for claims in excess of \$1,000,000 per individual employee participant. Members are responsible for claims under \$50,000. Claims between \$50,000 and \$1,000,000 are partially allocated between all members. The Village pays premiums to IPBC based upon current employee participation and its prior experience factor with the pool. Current year overages and underages for participation in the pool are adjusted into the subsequent years' experience factor for premiums. There were no significant changes in insurance coverage from the prior year and settlements did not exceed insurance coverage for the past three years. Management of the IPBC consists of an Executive Board and Board of Directors comprised of one appointed representative from each member. The Village does not exercise any control over the activities of the IPBC beyond its representation on the Board of Directors.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

6. LONG-TERM DEBT

The following is a summary of changes in bonds, notes and other long-term liabilities during the year ended April 30, 2024:

	May 1	Additions	Reductions	April 30	Due Within One Year
GOVERNMENTAL ACTIVITIES					
General obligation bonds	\$ 55,560,000	\$ -	\$ 7,060,000	\$ 48,500,000	\$ 7,425,000
General obligation bonds direct placement	689,737	-	336,722	353,015	353,015
Unamortized premium (discount)	2,404,650	-	419,241	1,985,408	-
Total OPEB liability	19,167,780	1,400,144	2,323,539	18,244,385	-
Net pension liability - pension trust	200,072,212	9,960,112	-	210,032,324	-
Net pension liability - IMRF	15,874,743	-	7,952,477	7,922,266	-
Line of credit	10,000,000	10,000,000	-	20,000,000	1,863,000
Compensated absences payable	5,798,249	1,084,655	1,139,206	5,743,698	849,951
TOTAL GOVERNMENTAL ACTIVITIES	\$ 309,567,371	\$ 22,444,911	\$ 19,231,185	\$ 312,781,096	\$ 10,490,966

In governmental activities, compensated absences, net pension liability and total other postemployment liability are liquidated by the General Fund.

The following is a summary of changes in bonds, notes and other long-term liabilities during the year ended April 30, 2024:

	May 1	Additions	Reductions	April 30	Due Within One Year
BUSINESS-TYPE ACTIVITIES					
General obligation bonds					
Schaumburg Convention Center	\$ 180,450,000	\$ -	\$ 76,680,000	\$ 103,770,000	\$ -
Schaumburg Convention Center direct placement	38,940,263	75,875,000	4,903,278	109,911,985	6,236,985
Unamortized premium (discount)	5,629,219	-	509,360	5,119,859	-
Net pension liability - IMRF	3,282,083	-	1,623,648	1,658,435	-
Total OPEB liability	1,830,973	139,357	154,453	1,815,877	-
Compensated absences payable	257,007	10,182	19,282	247,907	25,204
TOTAL BUSINESS-TYPE ACTIVITIES	\$ 230,389,545	\$ 76,024,539	\$ 83,890,021	\$ 222,524,063	\$ 6,262,189

In business-type activities, compensated absences are liquidated by the Waterworks and Sewerage Fund.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

6. LONG-TERM DEBT (Continued)

a. Bonds Payable

General Obligation Bonds

	Total	Due Within One Year
GOVERNMENTAL ACTIVITIES		
\$9,990,000 2011 General Obligation Refunding serial bonds, due in annual installments of \$135,000 to \$1,115,000 through 2023 plus interest from 2.0% to 2.5% due June 1 and December 1	\$ 1,115,000	\$ 1,115,000
\$13,025,000 2012 General Obligation Refunding serial bonds, due in annual installments of \$95,000 to \$1,430,000 through 2023 plus interest from 1% to 5% due June 1 and December 1	1,430,000	1,430,000
\$35,740,000 2016A General Obligation serial bonds, due in annual installments of \$1,300,000 to \$3,400,000 through 2032 plus interest from 2% to 3% due June 1 and December 1	23,100,000	2,625,000
\$6,945,000 2017 General Obligation serial bonds, due in annual installments of \$330,000 to \$1,015,000 through 2028 plus interest from 2% to 3% due June 1 and December 1	3,640,000	805,000
\$9,475,000 2020A General Obligation serial bonds, due in annual installments of \$455,000 to \$1,440,000 through 2031 plus interest at 4% due June 1 and December 1	7,780,000	790,000
\$12,085,000 2020B General Obligation serial bonds, due in annual installments of \$650,000 to \$875,000 through 2039 plus interest from 2% to 2.375% due June 1 and December 1	11,435,000	660,000
\$689,737 2022 General Obligation Refunding serial bonds, due in annual installments of \$336,722 to \$353,015 through 2025 plus interest at 4% due June 1 and December 1	353,015	353,015
TOTAL	\$ 48,853,015	\$ 7,778,015

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

6. LONG-TERM DEBT (Continued)

a. Bonds Payable (Continued)

General Obligation Bonds (Continued)

	Total	Due Within One Year
BUSINESS-TYPE ACTIVITIES		
Schaumburg Convention Center Fund		
\$65,861,755 2012A General Obligation Refunding serial bonds, due in annual installments of \$6,590,000 to \$8,155,000 through 2028 plus interest at 3% to 4% due June 1 and December 1	\$ 6,590,000	\$ -
\$173,860,000 2013A General Obligation Refunding serial bonds, due in annual installments of \$805,000 to \$19,340,000 through 2042 plus interest at 4% due June 1 and December 1	97,180,000	-
\$38,940,263 2022 General Obligation Refunding serial bonds, due in annual installments of \$4,903,278 to \$8,155,000 through 2030 plus interest from 3% to 4% due June 1 and December 1	34,036,985	5,396,985
\$75,875,000 2023 General Obligation Refunding serial bond due in annual installments of 840,000 to \$30,363,329 through 2035 plus interest at 3% to 4% due June 1 and December 1	75,875,000	840,000
Total Schaumburg Convention Center Fund	213,681,985	6,236,985
TOTAL	<u>\$ 213,681,985</u>	<u>\$6,236,985</u>

Line of Credit

The Village has two outstanding line of credit note payables with Schaumburg Bank and Trust Company, N.A. used to finance or reimburse the Village for costs that qualify as North Schaumburg TIF expenditures under the Illinois Tax Increment Redevelopment Allocation act. The amounts loaned are payable by TIF revenues. The agreement entered into on January 21, 2022 has an outstanding amount of \$10,000,000 with interest payments at a rate of 1.45% per annum. The payment of all outstanding principal plus all accrued unpaid interest will be due on December 1, 2031. The agreement entered into on July 25, 2023 has an outstanding amount of \$10,000,000 with interest payments at rate of 5.10% per annum. The payment of all outstanding principal plus accrued unpaid interest will be due on December 1, 2033. For as long as the notes are outstanding, the Village will maintain a \$3,000,000 deposit in a noninterest bearing deposit account.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

6. LONG-TERM DEBT (Continued)

b. Debt Requirements to Maturity

Years Ending April 30,	Governmental Activities			Business-Type Activities		
	General Obligation Bonds			General Obligation Bonds		
	Principal	Interest	Total	Principal	Interest	Total
2025	\$7,425,000	\$1,277,181	\$8,702,181	\$ -	\$ 4,084,900	\$ 4,084,900
2026	5,130,000	1,059,375	6,189,375	-	4,084,900	4,084,900
2027	5,385,000	933,510	6,318,510	-	4,084,900	4,084,900
2028	5,625,000	799,900	6,424,900	-	4,084,900	4,084,900
2029	4,735,000	658,856	5,393,856	6,590,000	4,084,900	10,674,900
2030	5,060,000	539,756	5,599,756	-	3,887,200	3,887,200
2031	5,215,000	404,456	5,619,456	-	3,887,200	3,887,200
2032	4,160,000	241,056	4,401,056	-	3,887,200	3,887,200
2033	775,000	123,856	898,856	-	3,887,200	3,887,200
2034	790,000	108,356	898,356	-	3,887,200	3,887,200
2035	805,000	92,556	897,556	-	3,887,200	3,887,200
2036	820,000	76,456	896,456	-	3,887,200	3,887,200
2037	840,000	59,031	899,031	14,850,000	3,887,200	18,737,200
2038	860,000	40,131	900,131	15,830,000	3,293,200	19,123,200
2039	875,000	20,781	895,781	16,855,000	2,660,000	19,515,000
2040	-	-	-	18,210,000	1,985,800	20,195,800
2041	-	-	-	19,340,000	1,257,400	20,597,400
2042	-	-	-	12,095,000	483,800	12,578,800
TOTAL	\$ 48,500,000	\$ 6,435,257	\$ 54,935,257	\$ 103,770,000	\$ 61,202,300	\$ 164,972,300

Years Ending April 30,	Governmental Activities			Business-Type Activities		
	General Obligation Bonds – Direct Placement			General Obligation Bonds – Direct Placement		
	Principal	Interest	Total	Principal	Interest	Total
2025	\$353,015	\$14,121	\$367,136	\$ 6,236,985	\$4,329,829	\$10,566,814
2026	-	-	-	6,810,000	4,080,000	10,890,350
2027	-	-	-	7,400,000	3,799,250	11,199,250
2028	-	-	-	8,010,000	3,503,250	11,513,250
2029	-	-	-	1,985,000	3,258,200	5,243,200
2030	-	-	-	9,155,000	3,178,800	12,333,800
2031	-	-	-	9,730,000	2,812,600	12,542,600
2032	-	-	-	10,470,000	2,423,400	12,893,400
2033	-	-	-	11,240,000	2,004,600	13,244,600
2034	-	-	-	12,055,000	1,555,000	13,610,000
2035	-	-	-	12,905,000	1,072,800	13,977,800
2036	-	-	-	13,915,000	556,600	14,471,600
2037	-	-	-	-	-	-
2038	-	-	-	-	-	-
2039	-	-	-	-	-	-
2040	-	-	-	-	-	-
2041	-	-	-	-	-	-
2042	-	-	-	-	-	-
TOTAL	\$ 353,015	\$14,121	\$367,136	\$109,911,985	\$32,574,679	\$142,486,664

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

6. LONG-TERM DEBT (Continued)

b. Debt Requirements to Maturity (Continued)

Years Ending April 30,	Total General Obligation Bonds		
	Principal	Interest	Total
2025	\$ 14,015,000	\$ 9,706,031	\$ 23,721,031
2026	11,940,000	9,224,625	21,164,625
2027	12,785,000	8,817,656	21,602,656
2028	13,635,000	8,388,050	22,023,050
2029	13,310,000	8,001,956	21,311,956
2030	14,215,000	7,605,756	21,820,756
2031	14,945,000	7,104,256	22,049,256
2032	14,630,000	6,551,656	21,181,656
2033	12,015,000	6,015,656	18,030,656
2034	12,845,000	5,550,556	18,395,556
2035	13,710,000	5,052,556	18,762,556
2036	14,735,000	4,520,256	19,255,256
2037	15,690,000	3,946,231	19,636,231
2038	16,690,000	3,333,331	20,023,331
2039	17,730,000	2,680,781	20,410,781
2040	18,210,000	1,985,800	20,195,800
2041	19,340,000	1,257,400	20,597,400
2042	12,095,000	483,800	12,578,800
TOTAL	\$ 262,535,000	\$ 100,226,353	\$ 362,761,353

c. Refundings

On March 3, 2023, the Village issued \$75,875,000 in general obligation bonds with an average coupon rate of 4.00% to refund \$75,875,000 of outstanding 2013A general obligation bonds with an average coupon rate of 4.00%.

The Village refunded these bonds in fiscal year 2024 as a result of entering into a forward direct purchasing agreement entered into during fiscal year 2021. This transaction resulted in an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$124,900.

d. Noncommitment Debt - Special Assessment Debt

Special assessment bonds outstanding as of the date of this report totaled \$544,000. The Village is not obligated in any manner for any portion of this debt and is acting as the agent for the assessed property owners.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

6. LONG-TERM DEBT (Continued)

e. Conduit Debt

The Village has issued Industrial Development Revenue Bonds (IDRBs) to provide financial assistance to private organizations for the construction and acquisition of industrial and commercial facilities deemed to be in the public interest. The bonds are secured solely by the property or mortgages financed and are payable solely from the payments received on the underlying mortgage loans on the property. The Village is not obligated in any manner for the repayment of the bonds.

Accordingly, the bonds outstanding are not reported as a liability in these financial statements. The Village has two issues outstanding as of April 30, 2024. The aggregate principal amount payable for the two series which could be determined was \$3,581,011.

7. LEASE DISCLOSURES

a. Governmental Activities

Lease Receivables Description	Date of Inception	Final Maturity	Interest Rates	Receivable Balance April 30, 2024
Cell Tower	1/19/2012	1/12/2037	3%	\$353,531

The Village recognized \$15,171 of lease revenue during the fiscal year.
The Village recognized \$15,027 of interest income during the fiscal year.

b. Business-Type Activities

Lease Receivables Description	Date of Inception	Final Maturity	Interest Rates	Receivable Balance April 30, 2024
Restaurant space	6/12/2018	6/12/2038	3%	\$1,667,540
Baseball stadium	1/1/2019	12/31/2032	3%	519,000
Total business-type activities				<u>\$2,186,540</u>

The Village recognized \$72,651 of lease revenue during the fiscal year.
The Village recognized \$90,741 of interest income during the fiscal year.

8. TAX INCREMENT FINANCING

The Village has two Tax Increment Financing (TIF) districts. The Village has designated the North Schaumburg Tax Increment Financing Redevelopment Plan and Project, which is generally bounded by I-90, Roselle Road, Algonquin Road, and Arbor Drive. This TIF district is in its ninth year and is in accordance with the Tax Increment Allocation Redevelopment Act of the State of Illinois. The act provides for tax increment financing to fund the cost of approved property redevelopment. Under TIF, tax revenues are derived from the increase in the current equalized assessed valuation of real property within the redevelopment area over and above the certified initial equalized assessed valuation of the property. These tax revenues are to be exclusively utilized for the redevelopment of the project areas.

The Experior TIF district was created in 2021 and consists of 57.6 acres at the southwest corner of Irving Park and Rodenburg Roads. The goal of the Experior TIF district is to facilitate the site preparation, environmental remediation, and stormwater management for the construction of new industrial development.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

9. INTERFUND BALANCES

a. Due To/From Other Funds

All funds as of April 30, 2024:

Receivable Fund	Payable Fund	Due From	Due To
General	Nonmajor Governmental	\$ 2,892,790	\$ 25,000
General	Water	58,909	1,568,913
General	Hotel and Convention Center	302,780	146,410
General	Nonmajor Enterprise	-	646
General	Internal Service	-	52,646
Total General		3,254,479	1,793,615
North Schaumburg TIF	Nonmajor Governmental	-	401,326
Total North Schaumburg TIF		-	401,326
Nonmajor Governmental	General	25,000	2,892,790
Nonmajor Governmental	North Schaumburg TIF	401,326	-
Nonmajor Governmental	Nonmajor Governmental	1,813,940	1,813,940
Nonmajor Governmental	Internal Service	-	900
Total Nonmajor Governmental		2,240,266	4,707,630
Water	General	1,568,913	58,909
Total Water		1,568,913	58,909
Nonmajor Enterprise	General	646	-
Total Nonmajor Enterprise		646	-
Internal Service	General	52,646	-
Internal Service	Nonmajor Governmental	900	-
Total Internal Service		53,546	-
TOTAL		\$ 7,117,850	\$ 6,961,480

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

9. INTERFUND BALANCES (Continued)

a. Due To/From Other Funds (Continued)

Hotel and Convention Center as of December 31, 2023:

Receivable Fund	Payable Fund	Amount
Hotel and Convention Center	General Fund	\$ (35,329)
Nonmajor Governmental	Hotel and Convention Center	13,795
Hotel and Convention Center	Nonmajor Enterprise	<u>(53,794)</u>
Total due to/from as of December 31, 2023		(75,328)
Net of due to/from as of April 30, 2024 due to the Hotel and Convention Center being reported on a different fiscal year end		<u>(156,370)</u>
RECONCILIATION OF INTERNAL BALANCE		<u>\$ 81,042</u>

The purpose of the major due to/from other funds is as follows:

\$2,843,392 of the General Fund receivable from a nonmajor governmental fund relates to the Series 2010A, 2016A, 2017, 2020A, 2020B, 2022 Debt Service Funds. The General Fund temporarily loaned the money to cover a portion of the principal payments.

\$25,000 of the Capital Improvements Fund and \$156,370 of the Hotel and Convention Center Fund receivables from General Fund is for their share of the April food and beverage and hotel taxes deposited into General Fund.

\$1,568,913 of the General Fund receivable from the Water Fund is for their share of the APRA funds for the Grey Marsh project in the Water Fund.

The due from fiduciary funds is for the early receipt of property taxes and interest income due to General Fund.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

9. INTERFUND BALANCES (Continued)

b. Advances To/From Other Funds

Receivable Fund	Payable Fund	Amount
General	Experior TIF	\$ 75,000
Water	North Schaumburg TIF	2,500,000
Capital Improvements	Experior TIF	1,559,871
Water	Special Service Area No. 12	13,774
Water	Special Service Area No. 13	7,852
TOTAL		<u><u>\$ 4,156,497</u></u>

The purpose of the advances to/from other funds are as follows:

The North Schaumburg TIF District and the Experior TIF are undergoing public improvements in preparation for future development. These public improvements are TIF eligible expenses and include street and infrastructure upgrades. Due to the timing of when increment revenues in the TIF district are received, advances from the funds that would otherwise pay for these improvements is necessary until the TIF fund revenues are sufficient for reimbursement.

The Special Service Area Nos. 12 and 13 project costs were charged to the Waterworks and Sewerage Fund. Advances were created to show the receivables that are reduced annually as special service area property taxes are received. The Fiduciary Fund type payable for Special Service Area Nos 12 and 13 exists solely to collect the special service area tax and repay the Waterworks and Sewerage Fund.

c. Interfund Transfers

Interfund transfers during the year ended April 30, 2024 consisted of the following:

	Transfers In	Transfers (Out)	Net Transfers
General Fund	\$ 309,000	\$ 32,735,223	\$(32,426,223)
North Schaumburg TIF	-	5,158,236	(5,158,236)
Nonmajor governmental	25,130,068	4,584,698	20,545,370
Waterworks and Sewerage Fund	-	2,639,320	(2,639,320)
Nonmajor Proprietary	700,000	-	700,000
Internal Service Funds	17,847,029	-	17,847,029
TOTAL TRANSFERS	<u><u>\$ 43,986,097</u></u>	<u><u>\$ 45,117,477</u></u>	<u><u>\$ (1,131,380)</u></u>

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

9. INTERFUND BALANCES (Continued)

c. Interfund Transfers (Continued)

The net difference in transfers is a result of the Hotel and Convention Center being reported as of December 31, 2023. As a result, a transfer out of the North Schaumburg TIF to the Hotel and Convention Center Fund for \$1,131,380 after December 31, 2023 was only reported in the North Schaumburg TIF Fund.

Reconciliation for GASB 34 adjustment:

	Transfers In	Transfers (Out)	Net Transfers
Governmental funds	\$ 25,439,068	\$ 42,978,157	\$(17,039,089)
Enterprise funds	18,547,029	2,639,320	15,907,709
TOTAL TRANSFERS	\$ 43,986,097	\$ 45,617,476	\$ (1,131,380)

The purposes of interfund transfers are as follows:

The General Fund transfers out included \$3,341,165 that was transferred to Capital Improvements Fund to cover capital projects; \$700,000 was transferred to the Schaumburg Baseball Stadium Fund to cover capital projects and operating expenses; \$7,000,000 to the Building Replacement Fund to cover future building projects; and \$1,526,878, \$9,320,151, and \$10,847,029 to the Capital Improvements Fund, Vital Streets Program Fund, and Building Replacement Fund, respectively, for the transfer of excess reserves in accordance with the Village’s fund balance policy.

The North Schaumburg TIF Fund transfers out included \$3,125,600 to the General Obligation Bonds Series 2016A Fund, \$901,256 to the General Obligation Bonds Series 2020B Fund, and \$1,131,380 to the Hotel and Convention Center Fund to cover debt service payments.

The General Obligation Bonds Series 2011 Fund transfers out of \$85,100 to the General Obligation Bonds Series 2010A Fund and the General Obligation Bonds Series 2012A Fund transfers out of \$480,034 to the General Obligation Bonds Series 2022 Fund were made to cover debt service payments.

The Capital Improvements Fund transfers out included \$1,839,320 to the Vital Streets Program Fund to cover capital projects; and \$309,000 to the General Fund for capital projects in the Olde Schaumburg Historical District.

The Vital Streets Program Fund transfers out included \$851,844 to the 2017 Debt Service Fund to cover debt service payments and \$1,019,400 to the 2020A Debt Service Fund to cover debt service payments.

9. INTERFUND BALANCES (Continued)

c. Interfund Transfers (Continued)

The Water and Sewerage Fund transfers out included \$2,639,320 to the Capital Improvements Fund for fees for use of Village ROW Water fund infrastructure and for the expanded street replacement program.

10. CONTINGENT LIABILITIES

a. Contractual Commitments

The Village has contractual commitments for various construction and other projects of \$29,069,932.

The Village has committed to purchase water from the Northwest Suburban Municipal Joint Action Water Agency (JAWA). This agreement has been extended to 2058, amended, and restated. Among other benefits, the new terms eliminated minimum purchasing requirements. However, it is important to note that in 2013 the Agency issued bonds that included the minimum purchasing terms from the original Water Supply Agreement in the bond disclosure documents, thereby requiring that the Agency preserve these terms until the 2013 bonds are retired. The minimum purchasing requirements will be applied only when necessary to avoid default on the Bonds. Neither the Agency's Executive Director nor the Executive Committee anticipates having to apply these terms and they will be eliminated completely following the retirement of the 2013 Bonds, however, the Board of Directors of JAWA is the final authority.

b. Grants

Amounts received or receivable from grantors are subject to audit and adjustment by the grantors. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. This amount, if any, of the expenditures which may be disallowed by the grantor cannot be determined at this time. The Village believes that there is no liability.

c. Litigation

The Village has several pending legal proceedings that, in the opinion of management, are ordinary routine matters incidental to the normal business conducted by the Village. In the opinion of management, the outcome is neither probable nor estimable, and the ultimate dispositions of such proceedings are not expected to have a material adverse effect on the Village's net position or activities.

11. JOINT VENTURE

Northwest Suburban Municipal Joint Action Water Agency

The Village is a member of the Northwest Suburban Municipal Joint Action Water Agency (the Agency), which consists of seven municipalities. The Agency is a municipal corporation and public body politic and corporate established pursuant to the Constitution of the State of Illinois and the Intergovernmental Cooperation Act of the State of Illinois, as amended (the Act). The Agency is empowered under the Act to plan, construct, improve, extend, acquire, finance, operate and maintain a joint water supply system to serve its members and other potential water purchasers.

The members form a contiguous geographic service area, which is located 15 to 30 miles northwest of downtown Chicago, Illinois. Under the agreement, additional members may join the Agency upon the approval of each member.

The Agency is governed by a Board of Directors, which consists of one elected official from each member municipality. Each director has an equal vote, and the officers of the Agency are appointed by the Board of Directors. The Board of Directors determines the general policy of the Agency, makes all appropriations, approves contracts for sale or purchase of water, adopts resolutions providing for the issuance of bonds or notes by the Agency and adopts bylaws.

Complete financial statements for the Agency can be obtained from the Agency's administration offices at 901 Wellington Avenue, Elk Grove, Illinois.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS

The Village contributes to three defined benefit pension plans: the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer public employee retirement system, the Police Pension Plan which is a single-employer pension plan, and the Firefighters' Pension Plan which is also a single-employer pension plan. The benefits, benefit levels, employee contributions and employer contributions for all plans are governed by Illinois Compiled Statutes and can only be amended by the Illinois General Assembly. None of the pension plans issue separate reports on the pension plans. However, IMRF does issue a publicly available report that includes financial statements and supplementary information for the plan as a whole, but not for individual employers. That report can be obtained from IMRF, 2211 York Road, Suite 500, Oak Brook, Illinois 60523 or at www.imrf.org.

For the year ended April 30, 2024, The Village recognized the following balances in the government-wide financial statements:

	Total Pension Liability	Net Pension Liability	Deferred Outflows of Resources	Deferred Inflows of Resources
IMRF	\$200,618,515	\$ 9,580,701	\$12,715,329	\$ 65,985
Police Pension	243,594,579	114,469,689	17,991,307	-
Firefighters' Pension	222,271,145	95,562,635	13,315,787	3,755,949
Total	<u>\$666,484,241</u>	<u>\$219,613,025</u>	<u>\$44,022,423</u>	<u>\$3,821,934</u>

a. Plan Descriptions

Illinois Municipal Retirement Fund

Plan Administration

All employees (other than those covered by the Police Pension Plan and the Firefighter's Pension Plan) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members.

The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (continued)

Illinois Municipal Retirement Fund (Continued)

Plan Membership

At December 31, 2023, IMRF membership consisted of:

Inactive employees or their beneficiaries currently receiving benefits	454
Inactive employees entitled to but not yet receiving benefits	180
Active employees	244
	878

Benefits Provided

IMRF provides two tiers of pension benefits. Employees hired prior to January 1, 2011 are eligible for Tier 1 benefits. For Tier 1 employees, pension benefits vest after eight years of service. Participating members who retire at age 55 (reduced benefits) or after age 60 (full benefits) with eight years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of their final rate of earnings, for each year of credited service up to 15 years and 2% for each year thereafter. Employees hired on or after January 1, 2011 are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating members who retire at age 62 (reduced benefits) or after age 67 (full benefits) with ten years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years and 2% for each year thereafter. IMRF also provides death and disability benefits. These benefit provisions and all other requirements are established by state statute.

Contributions

Participating members are required to contribute 4.50% of their annual salary to IMRF. The Village is required to contribute the remaining amounts necessary to fund IMRF as specified by statute. The employer contribution rate for the calendar year ended 2022 was 10.01% of covered payroll. The employer contribution rate for the calendar year ended 2023 was 6.72% of covered payroll.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

Net Pension Liability (Asset)

Actuarial Assumptions

The Village's net pension liability (asset) was measured as of December 31, 2023 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of the same date using the following actuarial methods and assumptions.

Actuarial valuation date	December 31, 2023
Actuarial cost method	Aggregate Entry Age Normal
Assumptions	
Inflation	2.25%
Salary increases	2.85% to 13.75%
Interest rate	7.25%
Cost of living adjustments	2.25%
Asset valuation method	Market Value of Assets

For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 108%) and Female (adjusted 106.4%) tables, and future mortality improvements projected using scale MP-2021. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that the Village contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the IMRF's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members.

Changes in the Net Pension Liability (Asset)

	(a) Total Pension Liability	(b) Plan Fiduciary Net Position	(a) - (b) Net Pension Liability (Asset)
BALANCES AT JANUARY 1, 2023	\$ 195,053,499	\$ 175,896,673	\$ 19,156,826
Changes for the period			
Service cost	1,954,211	-	1,954,211
Interest	13,780,644	-	13,780,644
Difference between expected and actual experience	1,833,989	-	1,833,989
Changes in assumptions	(98,304)	-	(98,304)
Employer contributions	-	1,458,172	(1,458,172)
Employee contributions	-	976,704	(976,704)
Net investment income	-	19,771,293	(19,771,293)
Benefit payments and refunds	(11,905,524)	(11,905,524)	-
Other (net transfer)	-	4,840,496	(4,840,496)
Net changes	5,565,016	15,141,141	(9,576,125)
BALANCES AT DECEMBER 31, 2023	\$ 200,618,515	\$ 191,037,814	\$ 9,580,701

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

Pension Expense/(Income) and Deferred Outflows of Resources and Deferred Inflows of Resources

For the year ended April 30, 2024, the Village recognized pension income of \$(3,553,787). At April 30, 2024, the Village reported deferred outflows of resources and deferred inflows of resources related to IMRF from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 1,781,507	\$ -
Changes in assumption	-	65,985
Net difference between projected and actual earnings on pension plan investments	10,408,921	-
Contributions subsequent to measurement date	524,901	-
TOTAL	<u>\$ 12,715,329</u>	<u>\$ 65,985</u>

Changes in assumptions related to retirement age and mortality were made since the prior measurement date.

The \$524,901 reported as deferred outflows of resources related to pensions resulting from village contributions subsequent to the measurement date will be recognized as a reduction of net pension liability in the reporting year ending April 30, 2025. Amounts reported as deferred outflows of resources and deferred inflows of resources related to IMRF will be recognized in pension expense as follows:

Years Ending April 30,	
2025	\$ 2,162,023
2026	4,135,588
2027	7,264,159
2028	(1,437,327)
2029	-
Thereafter	-
TOTAL	<u>\$ 12,124,443</u>

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability (asset) of the Village calculated using the discount rate of 7.25% as well as what the Village net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (6.25%) or 1-percentage-point higher (8.25%) than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net pension liability (asset)	\$ 31,256,343	\$ 9,580,701	\$ (7,936,536)

Police Pension Plan

Police sworn personnel are covered by the Police Pension Plan. Although this is a single-employer pension plan, the defined benefits and employee and employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3-1) and may be amended only by the Illinois legislature. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of the Village's contribution levels. Although it is legally separate from the Village, the Police Pension Plan is reported as if it were part of the primary Village because its sole purpose is to provide retirement benefits for the Village's police employees. The Village accounts for the plan as a pension trust fund.

The plan is governed by a five-member Board of Trustees. Two members of the Board are appointed by the Village's President, one member is elected by pension beneficiaries and two members are elected by active police employees.

The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

At April 30, 2024, the Police Pension Plan membership consisted of:

Inactive plan members or beneficiaries currently receiving benefits	153
Inactive plan members entitled to but not yet receiving benefits	26
Active plan members	<u>113</u>
 TOTAL	 <u><u>292</u></u>

Benefits Provided

The Police Pension Plan provides retirement benefits as well as death and disability benefits. Tier 1 covered employees, who were hired before January 1, 2011, attaining the age of 50 or more with 20 or more years of creditable service are entitled to receive an annual retirement benefit equal to one-half of the salary attached to the rank held on the last day of service, or for one year prior to the last day, whichever is greater. The annual benefit shall be increased by 2.50% of such salary for each additional year of service over 20 years up to 30 years, to a maximum of 75% of such salary. Employees with at least eight years but less than 20 years of credited service may retire at or after age 60 and receive a reduced benefit. The monthly benefit of a police officer who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement upon reaching the age of at least 55 years, by 3% of the original pension. Beginning with increases granted on or after July 1, 1993, the second and subsequent increases shall be calculated as 3% compounded annually thereafter.

Tier 2 covered employees, police officers hired on or after January 1, 2011, attaining age 55 or more with ten or more years of creditable service will be entitled to a retirement pension at 2.50% of his or her final eight-year average salary not to exceed \$106,800 (as indexed) for each year of service. Cost of living adjustments are simple increases (not compounded) of the lesser of 3% or 50% of CPI beginning the later of the anniversary date and age 60. Tier 2 employees may retire at age 50 if they have ten or more years of creditable service, but their retirement benefit will be reduced by 0.50% for each month that the police officer is under age 55. The maximum retirement benefit for Tier 2 police officers is 75% of “final average salary.” Surviving Spouse’s Benefits are 66 2/3% of the employee’s benefit at the time of death. Benefits and refunds are recorded when due in accordance with the terms of the plan. The pension trust funds utilize the accrual basis of accounting. The costs of administering the plan are financed through interest earnings.

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

Contributions

Covered employees are required by ILCS to contribute 9.91% of their base salary to the Police Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The Village is required to contribute the remaining amounts necessary to finance the plan as actuarially determined by an enrolled actuary. Prior to January 1, 2011, the Village had until the year 2033 to fully fund the past service cost for the Police Pension Plan. Effective January 1, 2011, the minimum employer contribution is to be calculated as a level percentage of payroll over the years remaining up to and including fiscal year 2040, and shall be determined under the projected unit credit actuarial cost method, in an amount sufficient to bring total assets of the fund up to 90% of the total actuarial liabilities of the fund by the end of fiscal year 2040. For the year ended April 30, 2024, the Village's contribution was 55.93% of covered payroll.

Investment Policy

Effective January 1, 2020, Illinois Public Act 101-0610 consolidates the assets of the state's more than 650 downstate and suburban public safety pension funds into two consolidated investment funds. The Village transferred its assets to the Police Pension Investment Fund during fiscal year 2023 per Article 3.

The Fund is authorized to invest in all investments allowed by Illinois Compiled Statutes (ILCS). The authority of PPIF to manage pension fund assets of Article 4 Pension Funds shall begin when there has been a physical transfer of the pension fund assets to the Fund and the assets have been placed in the custody of the Funds custodian or custodians.

The Fund's investment manager establishes the following target allocation across asset classes:

Asset Class	Target	Long-Term Expected Real Rate of Return
Illinois Police Officer's Pension Investment Fund	95%	4.20%
Cash and Cash Equivalents	5%	0.00%

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

Investment Policy (Continued)

The long-term expected rate of return on the Fund's investments was determined using an asset allocation study conducted by the Fund's investment management consultant in which best estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major assets class. These ranges were combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates or arithmetic real rates of return excluding inflation for each major asset class included in the Fund's target asset allocation as of April 30, 2024 are listed in the table above.

Investment Valuations

All investments in the plan are stated at fair value and are recorded as of the trade date. Fair value is based on quoted market prices at April 30 for debt securities, equity securities and mutual funds and contract values for insurance contracts. The Illinois Funds, an investment pool created by the state legislature under the control of the State Treasurer, is a money market mutual fund that maintains a \$1 per share value.

Money-Weighted Rate of Return

For the year ended April 30, 2024, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 9.13%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Custodial credit risk for deposits with financial institutions is the risk that in the event of a bank's failure, the Fund's deposits may not be returned to them. The Fund's investment policies do not require pledging of collateral for all bank balances in excess of federal depository insurance since flow-through FDIC insurance is available for the Fund's deposits with financial institutions.

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

Credit Risk

The Illinois Police Pension Investment Fund is not rated.

Interest Rate Risk

Investments in the Illinois Police Pension Investment Fund are valued at Illinois Fund's share price, the price for which the investments could be sold.

Concentrations

There were no investments in any one organization that represent 5% or more of plan net position for the Police Pension Plan.

Discount Rate

The discount rate used to measure the total pension liability was 6.80%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that the Village contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the investment rate of 6.80% at April 30, 2024 was used as the discount rate of 6.80% to determine the total pension liability.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

Changes in the Net Pension Liability

	(a) Total Pension Liability	(b) Plan Fiduciary Net Position	(a) - (b) Net Pension Liability
BALANCES AT MAY 1, 2023	\$ 225,970,414	\$ 122,079,418	\$ 103,890,996
Changes for the period			
Service cost	2,458,568	-	2,458,568
Interest	15,810,170	-	15,810,170
Changes in benefit terms	-	-	-
Difference between expected and actual experience	3,439,135	-	3,439,135
Changes in assumptions	8,979,977	-	8,979,977
Employer contributions	-	7,221,993	(7,221,993)
Employee contributions	-	1,283,882	(1,283,882)
Net investment income	-	10,962,930	(10,962,930)
Miscellaneous revenue	-	739,137	(739,137)
Benefit payments and refunds	(13,063,685)	(13,063,685)	-
Administrative expense	-	(98,785)	98,785
Net changes	17,624,165	7,045,472	10,578,693
BALANCES AT APRIL 30, 2024	\$ 243,594,579	\$ 129,124,890	\$ 114,469,689

Plan fiduciary net position as a percentage of the total pension liability 53.0%

There was a change with respect to actuarial assumptions from the prior year to reflect revised expectations with respect to mortality rates, disability rates, turnover rates, retirement rates and change in discount rate.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

Actuarial Assumptions

The total pension liability above was determined by an actuarial valuation using the following actuarial methods and assumptions.

Actuarial valuation date	April 30, 2024
Actuarial cost method	Entry-age normal
Assumptions	
Inflation	2.50%
Salary increases	3.50% to 11.00%
Discount rate	6.80%
Cost of living adjustments	3.00%
Asset valuation method	Market value

Mortality rates were based on the Pub-2010 Public Safety Employee Mortality Table without adjustment, with generational improvement scale MP-2021 applied from 2010. The other non-economic actuarial assumptions used in the April 30, 2024 valuation were based on the results of the Illinois Police Officers' Pension Investment Fund Actuarial Experience Study provided March 4, 2023 reflecting experience for the years 2017 - 2020.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Village calculated using the discount rate of 6.80% as well as what the Village's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.80%) or 1-percentage-point higher (7.80%) than the current rate:

	1% Decrease (5.80%)	Current Discount Rate (6.80%)	1% Increase (7.80%)
Net pension liability	\$ 145,996,485	\$ 114,469,689	\$ 88,520,570

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources

For the year ended April 30, 2024, the Village recognized police pension expense of \$10,015,516. At April 30, 2024, the Village reported deferred outflows of resources and deferred inflows of resources related to the police pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 6,743,171	\$ -
Changes in assumption	9,922,100	-
Net difference between projected and actual earnings on pension plan investments	1,326,036	-
TOTAL	<u>\$ 17,991,307</u>	<u>\$ -</u>

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources (Continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to the police pension will be recognized in pension expense as follows:

<u>Years Ending April 30,</u>	
2025	\$ 3,272,704
2026	8,564,119
2027	4,151,578
2028	2,002,906
2029	-
Thereafter	<u>-</u>
 TOTAL	 <u><u>\$ 17,991,307</u></u>

Firefighters' Pension Plan

Plan Administration

Firefighters' sworn personnel are covered by the Firefighters' Pension Plan. Although this is a single-employer pension plan, the defined benefits and employee and employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3-1) and may be amended only by the Illinois legislature. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of the Village's contribution levels. Although it is legally separate from the Village, the Firefighters' Pension Plan is reported as if it were part of the primary Village because its sole purpose is to provide retirement benefits for the Village's firefighters' employees. The Village accounts for the plan as a pension trust fund.

The plan is governed by a five-member Board of Trustees. Two members of the Board are appointed by the Village's President, one member is elected by pension beneficiaries and two members are elected by active firefighters' employees.

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Firefighters' Pension Plan (Continued)

Plan Administration (Continued)

The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

At April 30, 2024, the Firefighters' Pension Plan membership consisted of:

Inactive plan members or beneficiaries currently receiving benefits	156
Inactive plan members entitled to but not yet receiving benefits	2
Active plan members	122
 TOTAL	 280

Benefits Provided

The Firefighters' Pension Plan provides retirement benefits as well as death and disability benefits. Tier 1 covered employees attaining the age of 50 or more with 20 or more years of creditable service are entitled to receive an annual retirement benefit of one-half of the monthly salary attached to the rank held in the fire service at the date of retirement. The monthly pension shall be increased by 1/12 or 2.5% of such monthly salary for each additional month over 20 years of service through 30 years of service, to a maximum of 75% of such monthly salary. Employees with at least ten years but less than 20 years of credited service may retire at or after age 60, and ten years but less than 20 years of credited service may retire at or after age 60 and receive a reduced retirement benefit. The monthly pension of a covered employee who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement upon reaching the age of at least 55 by 3% of the original pension and 3% compounded annually thereafter.

Tier 2 covered employees, firefighters hired on or after January 1, 2011, attaining age 55 or more with ten or more years of creditable service will be entitled to a retirement pension at 2.5% of his or her final eight-year average salary not to exceed \$106,800 (as indexed) for each year of service. Cost-of-living adjustments are simple increases (not compounded) of the lesser of 3% or 50% of CPI beginning the later of the anniversary date and age 60.

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Firefighters' Pension Plan (Continued)

Benefits Provided (Continued)

Tier 2 employees may retire at age 50 if they have ten or more years of creditable service, but their retirement benefit will be reduced by 0.5% for each month that the firefighter is under age 55. The maximum retirement benefit for Tier 2 firefighters is 75% of "final average salary." Surviving Spouse's Benefits are 66 2/3% of the employee's benefit at the time of death. Benefits and refunds are recorded when due in accordance with the terms of the plan. The costs of administering the plan are financed through interest earnings.

Contributions

Covered employees are required to contribute 9.455% of their base salary to the Firefighters' Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The Village is required to contribute the remaining amounts necessary to finance the plan as actuarially determined by an enrolled actuary. Prior to January 1, 2011, the Village had until the year 2033 to fully fund the past service cost for the Firefighters' Pension Fund. Effective January 1, 2011, the minimum employer contribution is to be calculated as a level percentage of payroll over the years remaining up to and including fiscal year 2040, and shall be determined under the projected unit credit actuarial cost method, in an amount sufficient to bring total assets of the fund to 90% of the total actuarial liabilities of the fund by the end of fiscal year 2040. For the year ended April 30, 2024, the Village's contribution was 48.90% of covered payroll.

Investment Policy

Effective January 1, 2020, Illinois Public Act 101-0610 consolidates the assets of the state's more than 650 downstate and suburban public safety pension funds into two consolidated investment funds. The Village transferred its assets to the Firefighters' Pension Investment Fund during fiscal year 2022 per Article 4.

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Firefighters' Pension Plan (Continued)

Investment Policy (Continued)

The Fund is authorized to invest in all investments allowed by Illinois Compiled Statutes (ILCS). The authority of FPIF to manage pension fund assets of Article 4 Pension Funds shall begin when there has been a physical transfer of the pension fund assets to the Fund and the assets have been placed in the custody of the Funds custodian or custodians.

The Fund's investment manager establishes the following target allocation across asset classes:

Asset Class	Target	Long-Term Expected Real Rate of Return
Illinois Firefighters Pension Investment Fund	95.0%	4.75%
Cash and Cash Equivalents	5.0%	0.0%

The long-term expected rate of return on the Fund's investments was determined using an asset allocation study conducted by the Fund's investment management consultant in which best estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major assets class. These ranges were combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates or arithmetic real rates of return excluding inflation for each major asset class included in the Fund's target asset allocation as of April 30, 2024 are listed in the table above.

Money-Weighted Rate of Return

For the year ended April 30, 2024, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 10.29%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Firefighters' Pension Plan (Continued)

Money-Weighted Rate of Return (Continued)

Custodial credit risk for deposits with financial institutions is the risk that in the event of a bank's failure, the Fund's deposits may not be returned to them. The Fund's investment policies do not require pledging of collateral for all bank balances in excess of federal depository insurance since flow-through FDIC insurance is available for the Fund's deposits with financial institutions.

Credit Risk

The Illinois Firefighters' Pension Investment Fund is not rated.

Interest Rate Risk

Investments in the Illinois Firefighters' Pension Investment Fund are valued at Illinois Fund's share price, the price for which the investments could be sold.

Concentrations

There were no investments in any one organization that represent 5% or more of plan net position for the Firefighters' Pension Plan.

Discount Rate

The discount rate used to measure the total pension liability was 7.125%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that the Village contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the investment rate of 7.125% at April 30, 2024 was used as the discount rate of 7.125% to determine the total pension liability.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Firefighters' Pension Plan (Continued)

Changes in the Net Pension Liability

	(a) Total Pension Liability	(b) Plan Fiduciary Net Position	(a) - (b) Net Pension Liability
BALANCES AT MAY 1, 2023	\$ 215,507,274	\$ 119,326,058	\$ 96,181,216
Changes for the period			
Service cost	2,823,719	-	2,823,719
Interest	15,110,835	-	15,110,835
Changes in benefit terms	-	-	-
Difference between expected and actual experience	1,327,396	-	1,327,396
Changes in assumptions	-	-	-
Employer contributions	-	6,630,330	(6,630,330)
Employee contributions	-	1,294,333	(1,294,333)
Miscellaneous revenue	-	(32)	32
Net investment income	-	12,042,202	(12,042,202)
Benefit payments and refunds	(12,498,079)	(12,498,079)	-
Administrative expense	-	(86,302)	86,302
Net changes	6,763,871	7,382,452	618,581
BALANCES AT APRIL 30, 2024	\$ 222,271,145	\$ 126,708,510	\$ 95,562,635

Plan fiduciary net position as a percentage of the total pension liability 57%

There was a change with respect to actuarial assumptions from the prior year to reflect revised expectations with respect to mortality rates, disability rates, turnover rates, retirement rates and change in discount rate.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Firefighters' Pension Plan (Continued)

Actuarial Assumptions

The total pension liability above was determined by an actuarial valuation using the following actuarial methods and assumptions.

Actuarial valuation date	April 30, 2024
Actuarial cost method	Entry-age normal
Assumptions	
Inflation	2.25%
Salary increases	4.00% to 12.50%
Discount rate	7.125%
Cost of living adjustments	3.00%
Asset valuation method	Market value

Mortality rates were based on Pub-2010 Public Safety Employee Mortality Table without adjustment, with generational improvement scale MP-2021 applied from 2010. The other non-economic actuarial assumptions used in the April 30, 2024 valuation were based on the Illinois Firefighters' Pension Investment Fund Actuarial Experience Study provided December 1, 2021 reflecting experience for the years 2017 - 2020.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Firefighters' Pension Plan (Continued)

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Village calculated using the discount rate of 7.125% as well as what the Village's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.125%) or 1-percentage-point higher (8.125%) than the current rate:

	1% Decrease (6.125%)	Current Discount Rate (7.125%)	1% Increase (8.125%)
Net pension liability	\$ 122,718,812	\$ 95,562,635	\$ 72,721,072

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources

For the year ended April 30, 2024, the Village recognized firefighters' pension expense of \$9,930,350. At April 30, 2024, the Village reported deferred outflows of resources and deferred inflows of resources related to the firefighters' pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 5,561,989	\$ 887,582
Changes in assumption	4,693,532	2,868,367
Net difference between projected and actual earnings on pension plan investments	3,060,266	-
TOTAL	\$ 13,315,787	\$ 3,755,949

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Descriptions (Continued)

Firefighters' Pension Plan (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources (Continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to the firefighters' pension will be recognized in pension expense as follows:

<u>Years Ending April 30,</u>	
2025	\$ (1,844,384)
2026	7,922,559
2027	3,780,438
2028	(520,006)
2029	221,231
Thereafter	<u>-</u>
 TOTAL	 <u><u>\$ 9,559,838</u></u>

Combined Pension Expense

The aggregate amount of pension expense for the year ended April 30, 2024 is \$19,945,866.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

b. Statement of Plan Net Position

	Police Pension	Firefighters' Pension	Total
ASSETS			
Cash and cash equivalents	\$ 8,311,587	\$ 6,819,127	\$ 15,130,714
Investments			
Police Officers' Pension Investment Fund	123,915,666	-	123,915,666
Firefighters' Pension Investment Fund	-	122,512,782	122,512,782
Total investments, at fair value	123,915,666	122,512,782	246,428,448
Prepaid items	8,649	8,817	17,466
Total assets	132,235,902	129,340,726	261,576,628
LIABILITIES			
Accounts payable	8,370	8,505	16,875
Due to General	3,102,642	2,623,711	5,726,353
Total liabilities	3,111,012	2,632,216	5,743,228
NET POSITION HELD IN TRUST FOR PENSION BENEFITS	\$ 129,124,890	\$ 126,708,510	\$ 255,833,400

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

12. DEFINED BENEFIT PENSION PLANS (Continued)

c. Combining Statement of Changes in Plan Net Position

	Police Pension	Firefighters' Pension	Total
ADDITIONS			
Contributions			
Employer	\$ 7,221,993	\$ 6,630,330	\$ 13,852,323
Employee	1,283,882	1,294,333	2,578,215
Total contributions	8,505,875	7,924,663	16,430,538
Investment income			
Net appreciation (depreciation) in fair value of investments	10,094,650	9,711,202	19,805,852
Interest and dividends	950,488	2,452,061	3,402,549
Total investment gain	11,045,138	12,163,263	23,208,401
Less investment expense			
Miscellaneous bank fees	82,208	121,061	203,269
Net investment income	10,962,930	12,042,202	23,005,132
Miscellaneous revenue	739,137	(32)	739,105
Total additions	20,207,942	19,966,833	40,174,775
DEDUCTIONS			
Benefits			
Retirement	11,254,828	9,290,574	\$20,545,402
Non-duty disability	124,486	109,584	234,070
Duty disability	576,582	1,778,885	2,355,467
Surviving spouse	998,878	877,794	1,876,672
Occupation disease	-	435,907	435,907
Pension refunds	108,911	5,335	114,246
Administrative			
Travel, meetings and trainings	14,410	1,360	15,770
Fiduciary liability insurance	26,077	11,352	37,429
Professional services	54,840	46,682	101,522
Legal fees	2,925	26,776	29,701
Miscellaneous expense	-	132	132
Dues and subscriptions	533	-	533
Total deductions	13,162,470	12,584,381	25,746,851
NET INCREASE (DECREASE)	7,045,472	7,382,452	14,427,924
NET POSITION HELD IN TRUST FOR PENSION BENEFITS			
May 1	122,079,418	119,326,058	241,405,476
April 30	\$ 129,124,890	\$ 126,708,510	\$ 255,833,400

13. OTHER POSTEMPLOYMENT BENEFITS

a. Plan Description

In addition to providing the pension benefits described, the Village provides postemployment health care benefits (OPEB) for retired employees through a single-employer defined benefit plan. The benefits, benefit levels, employee contributions and employer contributions are governed by the Village and can be amended by the Village through its personnel manual and union contracts, except for the implicit subsidy which is governed by the State Legislature and ILCS. The plan is not accounted for as a trust fund, as an irrevocable trust has not been established to account for the plan. The plan does not issue a separate report. The activity of the plan is reported in the Village’s governmental activities.

b. Benefits Provided

The Village provides postemployment health care benefits to its retirees and certain disabled employees. To be eligible for benefits, an employee must qualify for retirement under one of the Village’s retirement plans or meet COBRA requirements. All health care benefits are provided through the Village’s insured health plan. The benefit levels are the same as those afforded to active employees. Benefits include general inpatient and outpatient medical services; mental, nervous and substance abuse care; vision care; dental care; and prescriptions. Once reaching Medicare age, retirees are covered by a Medicare supplement plan as opposed to the Village’s active employee health plan. For certain disabled employees who qualify for health insurance benefits under the Public Safety Employee Benefits Act (PSEBA), the Village is required to pay 100% of the cost of basic health insurance for the employee and their dependents for their lifetime. All retirees contribute 100% of the actuarially determined premium to the plan to cover the cost of providing the benefits to the current members via the insured plan (pay-as-you-go) which results in an implicit subsidy to the Village.

c. Membership

At April 30, 2023 (actuarial valuation date), membership consisted of:

Inactive employees currently receiving benefit payments	160
Total active employees	<u>457</u>
TOTAL	<u>617</u>

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

13. OTHER POSTEMPLOYMENT BENEFITS (Continued)

d. Total OPEB Liability

The Village’s total OPEB liability of \$20,060,262 was measured as of April 30, 2024 and was determined by an actuarial valuation as May 1, 2023.

e. Actuarial Assumptions and Other Inputs

The total OPEB liability at April 30, 2024 as determined by an actuarial valuation as of May 1, 2023, was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Actuarial cost method	Entry-age normal
Actuarial value of assets	Market value
Inflation	2.25%
Salary increases	3.00%
Discount rate	4.07%
Healthcare cost trend rates	6.00% to 5.50% Initial 5.00% Ultimate

The discount rate was based on the index rate for tax exempt general obligation municipal bonds rated AA or better at April 30, 2024. The discount rate at April 30, 2024 was 4.07%.

For IMRF employees, mortality is projected to the valuation date using PubG-2010(B) Study. These rates are improved generationally using MP-2020 improvement rates. For police and fire employees, mortality was developed in the PubS-2010(A) Study. These rates are improved generationally using MP-2019 improvement rates.

The actuarial assumptions used in the April 30, 2024 valuation are based on 50% participation assumed, with 50% electing spouse coverage.

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

13. OTHER POSTEMPLOYMENT BENEFITS (Continued)

f. Changes in the Total OPEB Liability

	<u>Total OPEB Liability</u>
BALANCES AT MAY 1, 2023	<u>\$ 20,998,753</u>
Changes for the period	
Service cost	817,441
Interest	722,060
Difference between expected and actual experience	
Changes in assumptions	(1,390,394)
Benefit payments	<u>(1,087,598)</u>
Net changes	<u>(938,491)</u>
BALANCES AT APRIL 30, 2024	<u>\$ 20,060,262</u>

The changes in the total OPEB liability related to changes in assumptions due to a change in discount rate from beginning of the Village's fiscal year to the end.

g. Rate Sensitivity

The following is a sensitivity analysis of the total OPEB liability to changes in the discount rate and the healthcare cost trend rate. The table below presents the total OPEB liability of the Village calculated using the discount rate of 3.07% as well as what the Village total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (4.07%) or 1-percentage-point higher (5.07%) than the current rate:

	1% Decrease (3.07%)	Current Discount Rate (4.07%)	1% Increase (5.07%)
Total OPEB liability	\$ 22,778,915	\$ 20,060,262	\$ 17,880,780

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

13. OTHER POSTEMPLOYMENT BENEFITS (Continued)

g. Rate Sensitivity (Continued)

The table below presents the total OPEB liability of the Village calculated using the healthcare rate of 5.00% to 6.00% as well as what the Village's total OPEB liability would be if it were calculated using a healthcare rate that is 1-percentage-point lower (4.00% to 5.00%) or 1-percentage-point higher (6.00% to 7.00%) than the current rate:

	1% Decrease (Varies)	Current Healthcare Rate (Varies)	1% Increase (Varies)
Total OPEB liability	\$ 17,288,116	\$ 20,060,262	\$ 23,600,581

h. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended April 30, 2024, the Village recognized OPEB expense of \$1,522,006. At April 30, 2024, the Village reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 1,083,611	\$ 712,724
Changes in assumptions	2,786,873	4,951,001
TOTAL	\$ 3,870,484	\$ 5,663,725

VILLAGE OF SCHAUMBURG, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

13. OTHER POSTEMPLOYMENT BENEFITS (Continued)

- h. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in OPEB expense as follows:

Year Ending April 30,	
2025	\$ (17,495)
2026	(17,495)
2027	(17,495)
2028	(17,495)
2029	(55,738)
Thereafter	<u>(1,667,523)</u>
TOTAL	<u>\$ (1,793,241)</u>

14. TAX ABATEMENTS

For the 2022 tax year, the most recent tax information available from the County, there were active property tax abatement for 72 businesses, across 86 separate land parcels through Cook County's Class 6B incentive program. The Class 6B incentive program is designed to encourage industrial development throughout Cook County by offering a real estate incentive for the development of new industrial facilities, the rehabilitation of existing industrial structures and the industrial reutilization of abandoned buildings. Businesses receiving this incentive have their properties assessed at a lower market value for a period of ten years, before gradually increasing to normal assessed values in years 11 and 12.

The purpose of this program is to attract new industry and retain existing industry in order to expand employment opportunities and direct investment in Cook County. The tax savings that occurred from this type of abatement this year totaled approximately \$10,150,103.

The Village has active Tax Increment Financing economic incentive agreements with Motorola Solutions, Inc. (MSI) and Zurich American Insurance Company (Zurich) in order to address the extraordinary measures which must be undertaken to accomplish redevelopment and induce private investment.

14. TAX ABATEMENTS (Continued)

The Village has agreed to reimburse for eligible redevelopment project costs incurred solely from incremental taxes. All reimbursements shall be paid upon submittal of such evidence as required per the Redevelopment Agreement. The amount will be equal to 65% of the Incremental Taxes derived from MSI not to exceed \$27,000,000. The amount will be equal to 65% of the Incremental Taxes derived from Zurich not to exceed \$100,000,000 for Phase I and \$10,000,000 for Phase II. At April 30, 2024, the Village has an accrued liability of \$15,258,655.

15. EFFECT OF NEW ACCOUNTING STANDARDS ON CURRENT-PERIOD FINANCIAL STATEMENTS

The Governmental Accounting Standards Board (GASB) has approved the following:

- Statement No. 100, *Accounting Changes and Error Corrections—an amendment of GASB Statement No. 62*
- Statement No. 101, *Compensated Absences*
- Statement No. 102, *Risk Disclosures*
- Statement No. 103, *Financial Reporting Model Improvements*

When they become effective, application of these standards may restate portions of these financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
 GENERAL FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Taxes	\$ 51,889,535	\$ 53,389,535	\$ 54,736,426	\$ 1,346,891
Licenses and permits	4,032,814	4,188,064	4,359,722	171,658
Intergovernmental	49,217,988	52,217,988	56,329,444	4,111,456
Charges for services	10,312,569	10,312,569	9,863,551	(449,018)
Fines and forfeits	1,684,600	1,678,470	1,767,920	89,450
Grants	1,231,311	1,231,311	674,911	(556,400)
Investment income	1,460,640	2,960,640	3,520,963	560,323
Miscellaneous	995,700	1,040,234	1,304,761	264,527
Total revenues	120,825,157	127,018,811	132,557,698	5,538,887
EXPENDITURES				
Current				
General government	26,929,270	27,332,168	26,529,002	(803,166)
Public safety	62,826,704	63,062,369	62,871,030	(191,339)
Highways and streets	15,910,481	15,963,118	15,144,249	(818,869)
Health and welfare	2,984,438	3,033,329	2,892,685	(140,644)
Culture and recreation	2,881,067	2,954,064	2,964,501	10,437
Total expenditures	111,531,960	112,345,048	110,401,467	(1,943,581)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	9,293,197	14,673,763	22,156,231	7,482,468
OTHER FINANCING SOURCES (USES)				
Transfers in				
Motor Fuel Tax Fund	540,000	540,000	-	(540,000)
Capital Improvement Fund	309,000	309,000	309,000	-
Transfers (out)				
Capital Improvements Fund	(3,341,165)	(3,341,165)	(14,188,194)	10,847,029
Building Replacement Fund	-	-	(17,847,029)	17,847,029
Schaumburg Baseball Stadium Fund	(700,000)	(700,000)	(700,000)	-
Total other financing sources (uses)	(3,192,165)	(3,192,165)	(32,426,223)	28,154,058
NET CHANGE IN FUND BALANCE	\$ 6,101,032	\$ 11,481,598	(10,269,992)	\$ (20,671,590)
FUND BALANCE, MAY 1			85,303,987	
FUND BALANCE, APRIL 30			<u>\$ 75,033,995</u>	

See independent auditors' report and accompanying notes to required supplementary information.

VILLAGE OF SCHAUMBURG, ILLINOIS
 REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF EMPLOYER CONTRIBUTIONS
 ILLINOIS MUNICIPAL RETIREMENT FUND

Last Nine Fiscal Years

Fiscal Year Ended April 30,	2016	2017	2018	2019	2020	2021	2022	2023	2024
Actuarially determined contribution	\$ 2,793,820	\$ 2,593,050	\$ 2,577,239	\$ 2,497,409	\$ 2,063,141	\$ 2,532,558	\$ 2,354,762	\$ 1,923,381	\$ 1,516,140
Contributions in relation to the actuarially determined contribution	2,793,820	2,593,050	2,577,239	2,497,409	2,061,628	2,532,558	2,354,762	1,923,381	1,516,140
CONTRIBUTION DEFICIENCY (Excess)	\$ -	\$ -	\$ -	\$ -	\$ 1,513	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 22,193,193	\$ 20,551,858	\$ 21,166,645	\$ 21,685,304	\$ 21,160,284	\$ 20,401,512	\$ 20,407,895	\$ 21,490,644	\$ 21,964,504
Contributions as a percentage of covered payroll	12.59%	12.62%	12.18%	11.52%	9.74%	12.41%	11.54%	8.95%	6.90%

Notes to Required Supplementary Information:

The information presented was determined as part of the actuarial valuations as of January 1 of the prior fiscal year. Additional information as of the latest actuarial valuation presented is as follows: the actuarial cost method was entry-age normal; the amortization method was level percent of pay, closed and the amortization period was 20 years; the asset valuation method was at five-year smoothed market; and the significant actuarial assumptions were an investment rate of return at 7.25% annually, projected salary increases assumption of 2.75-13.75% annually and postretirement benefit increases of 2.25% compounded annually.

The Village implemented GASB 68 in fiscal year 2015. Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

VILLAGE OF SCHAUMBURG, ILLINOIS

REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF EMPLOYER CONTRIBUTIONS
POLICE PENSION FUND

Last Ten Fiscal Years

Fiscal Year Ended April 30,	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Actuarially determined contribution	\$ 4,346,904	\$ 4,570,170	\$ 5,232,592	\$ 5,471,525	\$ 5,353,721	\$ 5,382,399	\$ 5,191,777	\$ 5,673,648	\$ 5,984,561	\$ 6,971,993
Contributions in relation to the actuarially determined contribution	4,248,143	4,541,539	5,179,593	5,471,525	5,353,721	5,382,399	5,191,777	5,673,648	6,090,436	7,221,993
CONTRIBUTION DEFICIENCY (Excess)	\$ 98,761	\$ 28,631	\$ 52,999	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (105,875)	\$ (250,000)
Covered payroll	\$ 10,896,376	\$ 10,362,284	\$ 10,859,774	\$ 10,848,988	\$ 11,171,006	\$ 11,042,252	\$ 10,951,456	\$ 11,949,985	\$ 12,389,661	\$ 12,912,790
Contributions as a percentage of covered payroll	39.0%	43.8%	47.7%	50.4%	47.9%	48.7%	47.4%	47.5%	49.2%	55.9%

Additional information as of the latest actuarial valuation presented is as follows: the actuarial cost method was projected unit credit; the amortization method was level percentage of pay, closed and the amortization period was 23 years; the asset valuation method was at market value; and the significant actuarial assumptions were an investment rate of return at 7.00% annually, projected salary increases assumption of 3.50%-11.00% compounded annually and postretirement benefit increases of 3.00% compounded annually.

VILLAGE OF SCHAUMBURG, ILLINOIS

REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF EMPLOYER CONTRIBUTIONS
 FIREFIGHTERS' PENSION FUND

Last Ten Fiscal Years

Fiscal Year Ended April 30,	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Actuarially determined contribution	\$ 3,866,843	\$ 3,779,605	\$ 4,122,746	\$ 4,391,479	\$ 4,157,794	\$ 4,416,831	\$ 4,428,092	\$ 4,797,710	\$ 5,059,378	\$ 6,380,330
Contributions in relation to the actuarially determined contribution	3,778,203	3,764,945	4,071,337	4,391,479	4,157,794	4,416,831	4,428,067	4,797,710	5,059,378	6,630,330
CONTRIBUTION DEFICIENCY (Excess)	\$ 88,640	\$ 14,660	\$ 51,409	\$ -	\$ -	\$ -	\$ 25	\$ -	\$ -	\$ (250,000)
Covered payroll	\$ 11,166,660	\$ 11,596,650	\$ 11,509,910	\$ 11,748,173	\$ 11,869,189	\$ 12,307,846	\$ 12,173,747	\$ 12,656,994	\$ 12,363,115	\$ 13,559,972
Contributions as a percentage of covered payroll	33.8%	32.5%	35.4%	37.4%	35.0%	35.9%	36.4%	37.9%	40.9%	48.9%

Additional information as of the latest actuarial valuation presented is as follows: the actuarial cost method was projected unit credit; the amortization method was level percentage of pay, closed and the amortization period was 23 years; the asset valuation method was at market value; and the significant actuarial assumptions were an investment rate of return at 7.00% annually, projected salary increases assumption of 3.50%-12.50% compounded annually and postretirement benefit increases of 3.00% compounded annually.

VILLAGE OF SCHAUMBURG, ILLINOIS
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN THE EMPLOYER'S NET PENSION LIABILITY,
RELATED RATIOS AND INVESTMENT RETURN
ILLINOIS MUNICIPAL RETIREMENT FUND

Last Nine Calendar Years

Measurement Date December 31,	2015	2016	2017	2018	2019	2020	2021	2022	2023
TOTAL PENSION LIABILITY									
Service cost	\$ 2,367,607	\$ 2,331,250	\$ 2,166,736	\$ 2,031,092	\$ 2,200,673	\$ 2,145,294	\$ 1,917,631	\$ 1,872,875	\$ 1,954,211
Interest	10,646,648	11,011,021	11,547,129	11,650,187	12,178,201	12,627,230	13,047,632	13,406,019	13,780,644
Differences between expected and actual experience	(2,238,013)	461,492	(153,468)	2,428,085	811,200	2,134,984	890,915	1,553,158	1,833,989
Changes of assumptions	364,319	(556,108)	(4,713,832)	4,674,452	-	(1,220,541)	-	-	(98,304)
Benefit payments, including refunds of member contributions	(5,529,312)	(6,198,661)	(7,015,142)	(7,794,139)	(8,664,356)	(9,273,394)	(10,275,592)	(11,505,453)	(11,905,524)
Net change in total pension liability	5,611,249	7,048,994	1,831,423	12,989,677	6,525,718	6,413,573	5,580,586	5,326,599	5,565,016
Total pension liability - beginning	143,725,680	149,336,929	156,385,923	158,217,346	171,207,023	177,732,741	184,146,314	189,726,900	195,053,499
TOTAL PENSION LIABILITY - ENDING	\$ 149,336,929	\$ 156,385,923	\$ 158,217,346	\$ 171,207,023	\$ 177,732,741	\$ 184,146,314	\$ 189,726,900	\$ 195,053,499	\$ 200,618,515
PLAN FIDUCIARY NET POSITION									
Contributions - employer	\$ 2,672,316	\$ 2,722,847	\$ 2,493,158	\$ 2,688,769	\$ 2,061,628	\$ 2,668,775	\$ 2,485,279	\$ 2,135,694	\$ 1,458,172
Contributions - member	967,453	944,935	956,190	994,391	956,330	962,299	927,470	1,168,935	976,704
Net investment income	658,059	8,869,487	24,148,391	(8,468,874)	27,423,422	24,231,557	32,043,408	(28,241,820)	19,771,293
Benefit payments, including refunds of member contributions	(5,529,312)	(6,198,661)	(7,015,142)	(7,794,139)	(8,664,356)	(9,273,394)	(10,275,592)	(11,505,453)	(11,905,524)
Administrative expense	(804,626)	1,364,095	(2,680,573)	2,844,076	658,930	1,390,474	(286,281)	(1,360,129)	4,840,496
Net change in plan fiduciary net position	(2,036,110)	7,702,703	17,902,024	(9,735,777)	22,435,954	19,979,711	24,894,284	(37,802,773)	15,141,141
Plan fiduciary net position - beginning	132,556,657	130,520,547	138,223,250	156,125,274	146,389,497	168,825,451	188,805,162	213,699,446	175,896,673
PLAN FIDUCIARY NET POSITION - ENDING	\$ 130,520,547	\$ 138,223,250	\$ 156,125,274	\$ 146,389,497	\$ 168,825,451	\$ 188,805,162	\$ 213,699,446	\$ 175,896,673	\$ 191,037,814
EMPLOYER'S NET PENSION LIABILITY (ASSET)	\$ 18,816,382	\$ 18,162,673	\$ 2,092,072	\$ 24,817,526	\$ 8,907,290	\$ (4,658,848)	\$ (23,972,546)	\$ 19,156,826	\$ 9,580,701
Plan fiduciary net position as a percentage of the total pension liability	87.4%	88.4%	98.7%	85.5%	95.0%	102.5%	112.6%	90.2%	95.2%
Covered payroll	\$ 21,498,928	\$ 20,973,218	\$ 20,707,290	\$ 21,629,989	\$ 21,117,104	\$ 21,384,421	\$ 20,254,927	\$ 21,335,606	\$ 21,688,907
Employer's net pension liability (asset) as a percentage of covered payroll	87.5%	86.6%	10.1%	114.7%	42.2%	-21.8%	-118.4%	89.8%	44.2%

The Village implemented GASB 68 in fiscal year 2015. Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

VILLAGE OF SCHAUMBURG, ILLINOIS
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN THE EMPLOYER'S NET PENSION LIABILITY, RELATED RATIOS AND INVESTMENT RETURN
POLICE PENSION FUND

Last Ten Fiscal Years

Measurement Date April 30,	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
TOTAL PENSION LIABILITY										
Service cost	\$ 2,337,863	\$ 2,146,583	\$ 2,042,576	\$ 1,652,841	\$ 2,189,118	\$ 2,769,768	\$ 2,216,843	\$ 2,217,023	\$ 2,354,225	\$ 2,458,568
Interest	10,217,230	11,408,656	11,792,199	12,428,120	12,709,560	12,794,859	13,423,222	13,993,135	15,085,357	15,810,170
Changes of benefit terms	-	-	-	-	-	409,271	-	-	-	-
Differences between expected and actual experience	467,542	(1,005,030)	(439,679)	(4,668,108)	(3,480,080)	(343,323)	3,344,666	472,957	5,226,674	3,439,135
Changes of assumptions	9,730,611	-	28,385,318	4,607,969	4,907,764	(19,451,272)	119,770	6,785,410	-	8,979,977
Benefit payments, including refunds of member contributions	(6,614,532)	(7,120,613)	(7,751,982)	(8,341,692)	(8,830,254)	(9,721,711)	(10,468,749)	(11,434,833)	(12,131,863)	(13,063,685)
Net change in total pension liability	16,138,714	5,429,596	34,028,432	5,679,130	7,496,108	(13,542,408)	8,635,752	12,033,692	10,534,393	17,624,165
Total pension liability - beginning	139,537,005	155,675,719	161,105,315	195,133,747	200,812,877	208,308,985	194,766,577	203,402,329	215,436,021	225,970,414
TOTAL PENSION LIABILITY - ENDING	\$ 155,675,719	\$ 161,105,315	\$ 195,133,747	\$ 200,812,877	\$ 208,308,985	\$ 194,766,577	\$ 203,402,329	\$ 215,436,021	\$ 225,970,414	\$ 243,594,579
PLAN FIDUCIARY NET POSITION										
Contributions - employer	\$ 4,248,143	\$ 4,541,539	\$ 5,179,593	\$ 5,471,525	\$ 5,353,721	\$ 5,382,399	\$ 5,191,777	\$ 5,673,648	\$ 5,984,581	\$ 7,221,993
Contributions - member	1,458,682	1,295,799	1,092,366	1,124,803	1,111,433	1,100,167	1,236,874	1,135,761	1,160,372	1,283,882
Creditable service transfer	-	-	87,924	-	-	-	-	-	-	-
Net investment income	6,825,277	(1,244,074)	10,790,287	7,382,484	2,620,696	(7,710,973)	36,865,795	(5,577,835)	3,133,430	10,962,930
Benefit payments, including refunds of member contributions	(6,614,532)	(7,120,613)	(7,751,982)	(8,341,692)	(8,830,254)	(9,721,711)	(10,468,749)	(11,434,833)	(12,131,863)	(13,063,685)
Administrative expense	(36,184)	(26,834)	(29,543)	(188,533)	(46,233)	(52,482)	(81,769)	(101,898)	(85,937)	(98,785)
Miscellaneous revenue	-	-	-	-	-	-	-	-	152,933	739,137
Net change in plan fiduciary net position	5,881,387	(2,554,183)	9,368,645	5,448,587	209,363	(11,002,600)	32,743,928	(10,305,157)	(1,786,484)	7,045,472
Plan fiduciary net position - beginning	94,075,932	99,957,319	97,403,136	106,771,781	112,220,368	112,429,731	101,427,131	134,171,059	123,865,902	122,079,418
PLAN FIDUCIARY NET POSITION - ENDING	\$ 99,957,319	\$ 97,403,136	\$ 106,771,781	\$ 112,220,368	\$ 112,429,731	\$ 101,427,131	\$ 134,171,059	\$ 123,865,902	\$ 122,079,418	\$ 129,124,890
EMPLOYER'S NET PENSION LIABILITY	\$ 55,718,400	\$ 63,702,179	\$ 88,361,966	\$ 88,592,509	\$ 95,879,254	\$ 93,339,446	\$ 69,231,270	\$ 91,570,119	\$ 103,890,996	\$ 114,469,689
Plan fiduciary net position as a percentage of the total pension liability	64.2%	60.5%	54.7%	55.9%	54.0%	52.1%	66.0%	57.5%	54.0%	53.0%
Covered payroll	\$ 10,896,376	\$ 10,362,284	\$ 10,859,774	\$ 10,848,988	\$ 11,171,006	\$ 11,042,252	\$ 10,951,456	\$ 11,949,985	\$ 12,389,661	\$ 12,912,790
Employer's net pension liability as a percentage of covered payroll	511.3%	614.8%	813.7%	816.6%	858.3%	845.3%	632.2%	766.3%	838.5%	886.5%
Annual money-weighted rate of return, net of investment expense	7.29%	-1.25%	11.16%	6.40%	2.36%	-6.52%	37.10%	-4.23%	2.58%	9.13%

Changes in assumptions related to mortality rates and investment returns were made since the prior measurement date. Using the asset valuation method of five-year market value, amounts reported in 2018, 2019, 2020, 2021, 2022, and 2023 reflect an investment rate of return of 7%, an inflation rate of 2.5% and salary increases of 3.50%. Amounts reported in 2024 reflect an investment rate of return of 7.125%, inflation rate of 2.5%, and salary increases of 3.50%.

Amounts reported in 2017 reflect an investment rate of return of 7%, an inflation rate of 2.5%, and salary increases of 4.5%.

Amounts reported in 2016 reflect an investment rate of return of 7%, an inflation rate of 2.5%, and salary increases of 4.5%.

Amounts reported in 2015 reflect an investment rate of return of 7.5%, an inflation rate of 2.5%, and salary increases of 4.5%.

The Village implemented GASB 68 in fiscal year 2015. Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

VILLAGE OF SCHAUMBURG, ILLINOIS
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN THE EMPLOYER'S NET PENSION LIABILITY, RELATED RATIOS AND INVESTMENT RETURN
FIREFIGHTERS' PENSION FUND

Last Ten Fiscal Years

Measurement Date April 30,	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
TOTAL PENSION LIABILITY										
Service cost	\$ 2,214,462	\$ 2,168,617	\$ 2,222,738	\$ 2,211,634	\$ 3,058,488	\$ 3,158,396	\$ 2,734,532	\$ 2,754,388	\$ 2,796,385	\$ 2,823,719
Interest	10,122,024	10,878,834	11,173,279	11,676,858	11,913,934	12,105,287	12,513,003	13,089,369	14,423,550	15,110,835
Changes of benefit terms	-	-	-	-	-	745,812	-	-	-	-
Differences between expected and actual experience	(1,331,213)	(2,019,704)	(1,716,993)	(2,490,714)	(1,977,080)	(5,325,482)	3,196,518	1,910,394	4,058,543	1,327,396
Changes of assumptions	5,788,760	-	26,940,294	1,117,876	3,641,771	(17,210,217)	112,552	8,832,474	399,633	-
Benefit payments, including refunds of member contributions	(6,490,158)	(6,916,306)	(7,287,335)	(7,954,585)	(8,492,514)	(9,140,419)	(9,938,172)	(10,747,151)	(11,620,490)	(12,498,079)
Net change in total pension liability	10,303,875	4,111,441	31,331,983	4,561,069	8,144,599	(15,666,623)	8,618,433	15,839,474	10,057,621	6,763,871
Total pension liability - beginning	138,205,402	148,509,277	152,620,718	183,952,701	188,513,770	196,658,369	180,991,746	189,610,179	205,449,653	215,507,274
TOTAL PENSION LIABILITY - ENDING	\$ 148,509,277	\$ 152,620,718	\$ 183,952,701	\$ 188,513,770	\$ 196,658,369	\$ 180,991,746	\$ 189,610,179	\$ 205,449,653	\$ 215,507,274	\$ 222,271,145
PLAN FIDUCIARY NET POSITION										
Contributions - employer	\$ 3,778,203	\$ 3,764,945	\$ 4,071,337	\$ 4,391,479	\$ 4,157,794	\$ 4,416,831	\$ 4,428,067	\$ 4,797,710	\$ 5,059,378	\$ 6,630,330
Contributions - member	1,093,023	1,077,456	1,180,311	1,110,432	1,135,366	1,162,525	1,203,765	1,321,937	1,195,828	1,294,333
Net investment income	4,906,516	(2,916,765)	11,469,849	8,029,797	2,703,410	(8,415,837)	37,222,576	(8,498,103)	571,369	12,042,202
Benefit payments, including refunds of member contributions	(6,490,158)	(6,916,306)	(7,287,335)	(7,954,585)	(8,492,514)	(9,140,417)	(9,938,172)	(10,747,151)	(11,620,490)	(12,498,079)
Administrative expense	(84,474)	(63,096)	(61,022)	(225,032)	(67,641)	(55,567)	(66,515)	(91,491)	(85,783)	(86,302)
Miscellaneous revenue	-	-	-	-	-	-	-	-	(7,072)	(32)
Net change in plan fiduciary net position	3,203,110	(5,053,766)	9,373,140	5,352,091	(563,585)	(12,032,465)	32,849,721	(13,217,098)	(4,886,770)	7,382,452
Plan fiduciary net position - beginning	104,301,680	107,504,790	102,451,024	111,824,164	117,176,255	116,612,670	104,580,205	137,429,926	124,212,828	119,326,058
PLAN FIDUCIARY NET POSITION - ENDING	\$ 107,504,790	\$ 102,451,024	\$ 111,824,164	\$ 117,176,255	\$ 116,612,670	\$ 104,580,205	\$ 137,429,926	\$ 124,212,828	\$ 119,326,058	\$ 126,708,510
EMPLOYER'S NET PENSION LIABILITY	\$ 41,004,487	\$ 50,169,694	\$ 72,128,537	\$ 71,337,515	\$ 80,045,699	\$ 76,411,541	\$ 52,180,253	\$ 81,236,825	\$ 96,181,216	\$ 95,562,635
Plan fiduciary net position as a percentage of the total pension liability	72.4%	67.1%	60.8%	62.2%	59.3%	57.8%	72.5%	60.5%	55.4%	57.0%
Covered payroll	\$ 11,166,660	\$ 11,596,650	\$ 11,509,910	\$ 11,748,173	\$ 11,869,189	\$ 12,307,846	\$ 12,173,747	\$ 12,656,994	\$ 12,363,115	\$ 13,559,972
Employer's net pension liability as a percentage of covered payroll	367.2%	432.6%	626.7%	607.2%	674.4%	620.8%	428.6%	641.8%	778.0%	704.7%
Annual money-weighted rate of return, net of investment expense	4.74%	-2.74%	11.30%	6.36%	2.34%	-6.90%	36.35%	-6.30%	0.46%	10.29%

Changes in assumptions related to mortality rates and investment returns were made since the prior measurement date.

Using the asset valuation method of five-year market value, amounts reported in 2018, 2019, 2020, 2021, 2022, and 2023 reflect an investment rate of return of 7%, an inflation rate of 2.5% and salary increases of 3.50%. Amounts reported in 2024 reflect an investment rate of return of 7.125%, inflation rate of 2.25%, and salary increases of 4.00%.

Amounts reported in 2017 reflect an investment rate of return of 7%, an inflation rate of 2.5%, and salary increases of 4.5%.

Amounts reported in 2016 reflect an investment rate of return of 7%, an inflation rate of 2.5%, and salary increases of 4.5%.

Amounts reported in 2015 reflect an investment rate of return of 7.5%, an inflation rate of 2.5%, and salary increases of 4.5%.

The Village implemented GASB 68 in fiscal year 2015. Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

VILLAGE OF SCHAUMBURG, ILLINOIS
SCHEDULE OF CHANGES IN THE EMPLOYER'S
TOTAL OPEB LIABILITY AND RELATED RATIOS
OTHER POSTEMPLOYMENT BENEFIT PLAN

Last Six Fiscal Years

MEASUREMENT DATE APRIL 30,	2024	2023	2022	2021	2020	2019
TOTAL OPEB LIABILITY						
Service cost	\$ 817,441	\$ 950,733	\$ 1,158,260	\$ 707,517	\$ 486,120	\$ 447,653
Interest	722,060	614,935	511,058	575,418	679,257	687,559
Differences between expected and actual experience	-	1,320,209	-	(1,110,344)	-	-
Changes of assumptions	(1,390,394)	(670,536)	(4,291,591)	690,652	4,339,528	404,463
Benefit payments	(1,087,598)	(746,913)	(721,933)	(931,983)	(962,486)	(915,406)
Net change in total pension liability	(938,491)	1,468,428	(3,344,206)	(68,740)	4,542,419	624,269
Total OPEB liability - beginning	20,998,753	19,530,325	22,874,531	22,943,271	18,400,852	17,776,583
TOTAL OPEB LIABILITY - ENDING	\$ 20,060,262	\$ 20,998,753	\$ 19,530,325	\$ 22,874,531	\$ 22,943,271	\$ 18,400,852
Covered-employee payroll	\$ 48,107,855	\$ 45,736,004	\$ 44,268,874	\$ 43,425,072	\$ 44,462,117	\$ 44,567,343
Employer's total OPEB liability as a percentage of covered-employee payroll	41.70%	45.91%	44.12%	52.68%	51.60%	41.29%

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

The Village implemented GASB 75 in fiscal year 2019. Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

VILLAGE OF SCHAUMBURG, ILLINOIS

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

April 30, 2024

A. Budgets

The governmental, proprietary and trust funds (excluding the pension funds) have legally adopted annual budgets prepared in accordance with generally accepted accounting principles (GAAP). Budgetary comparisons are reflected in the financial statements for all governmental and enterprise funds. The Village follows these procedures in establishing the budgetary data reflected in the financial statements.

1. The Village Manager, who also serves as the Budget Officer, submits a proposed budget ordinance to the Village Board for review and approval. The proposed ordinance is made available for public inspection at least 10 days prior to final Board action.
2. Public hearings are conducted to obtain taxpayer comments on the proposed fiscal year budget ordinance.
3. The budget ordinance is legally enacted prior to May 1. Budgets lapse at year-end.
4. The Budget Officer may approve the transfer of budgeted funds from one account to another provided they are within the same object class, same department and same fund.
5. The Board of Trustees may:
 - a. By two-thirds vote, transfer within any fund amounts budgeted for an object or purpose to another object or purpose.
 - b. Adopt a supplemental budget ordinance in an amount not to exceed any additional revenue available, including unappropriated fund balances or amounts estimated to be received after adoption of the annual budget ordinance. In the fiscal year ended April 30, 2024, there was one supplemental budget ordinance adopted by the board. The amendment was adopted on December 13, 2023.
6. Expenditures may not legally exceed budgets at the fund level.

B. Excess of Actual Expenditures/Expenses over Budget in Individual Funds

Below are the funds that have an excess of actual expenditures/expenses (exclusive of depreciation, amortization and transfers) over budget for the fiscal year.

- Development Contribution Fund of \$46,799
- General Obligations Bond, Series 2022 Fund of \$364,836
- Exuperior TIF Fund of \$1,595,012
- Risk Management Fund of \$195,924

NONMAJOR GOVERNMENTAL FUNDS

VILLAGE OF SCHAUMBURG, ILLINOIS

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS

As of April 30, 2024

	Special Revenue	Debt Service	Capital Projects	Total
ASSETS				
Cash and cash equivalents	\$ 8,088,409	\$ 6,002,852	\$ 22,726,143	\$ 36,817,404
Investments	3,518,054	-	6,429,746	9,947,800
Receivables				
Locally imposed taxes	-	206,126	336,567	542,693
Accrued interest	26,790	-	48,962	75,752
Other	1,195,817	-	1,176,257	2,372,074
Prepays	-	-	100,775	100,775
Due from other funds	-	1,681,329	558,937	2,240,266
Due from other governments	613,646	593,992	1,853,305	3,060,943
Advances to other funds	-	-	1,559,871	1,559,871
Total assets	\$ 13,442,716	\$ 8,484,299	\$ 34,790,563	\$ 56,717,578
LIABILITIES, DEFERRED INFLOW OF RESOURCES AND FUND BALANCES				
LIABILITIES				
Accounts payable	\$ 359,129	\$ -	\$ 8,612,934	\$ 8,972,063
Other liabilities	-	-	6,132	6,132
Due to other funds	50,344	3,350,022	1,307,264	4,707,630
Advances from other funds	-	-	1,634,871	1,634,871
Unearned revenue - rehab loans	996,963	-	-	996,963
Unearned revenue - other	-	-	197,086	197,086
Total liabilities	1,406,436	3,350,022	11,758,287	16,514,745
FUND BALANCES				
Nonspendable for prepaids	-	-	100,775	100,775
Restricted for highways and streets	6,542,502	-	-	6,542,502
Restricted for traffic impact	2,518,858	-	-	2,518,858
Assigned				
Assigned for debt service	-	5,135,277	-	5,135,277
Assigned for capital projects	-	-	23,659,957	23,659,957
Assigned for streetlights	1,248,471	-	-	1,248,471
Assigned for traffic signals	216,029	-	-	216,029
Assigned for sidewalks/bike paths	535,601	-	-	535,601
Assigned for parkway trees	481,069	-	-	481,069
Assigned for PUD street light	284,983	-	-	284,983
Assigned for rights of way	220,958	-	-	220,958
Unassigned				
Unassigned (deficit)	(12,191)	(1,000)	(728,456)	(741,647)
Total fund balances	12,036,280	5,134,277	23,032,276	40,202,833
TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES AND FUND BALANCES	\$ 13,442,716	\$ 8,484,299	\$ 34,790,563	\$ 56,717,578

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS

For the Year Ended April 30, 2024

	Special Revenue	Debt Service	Capital Projects	Total
REVENUES				
Taxes	\$ -	\$ 4,384,492	\$ 4,736,547	\$ 9,121,039
Intergovernmental	4,116,612	-	2,519,679	6,636,291
Grants	-	-	2,828,954	2,828,954
Investment income	410,287	175,830	805,491	1,391,608
Miscellaneous	211,742	-	6,883	218,625
Total revenues	4,738,641	4,560,322	10,897,554	20,196,517
EXPENDITURES				
General government	270,115	-	19,899	290,014
Highways and streets	2,192,055	-	-	2,192,055
Debt service				
Principal	-	7,396,722	-	7,396,722
Interest	-	1,509,070	-	1,509,070
Miscellaneous	-	5,575	-	5,575
Capital outlay	209,774	-	15,215,137	15,424,911
Total expenditures	2,671,944	8,911,367	15,235,036	26,818,347
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	2,066,697	(4,351,045)	(4,337,482)	(6,621,830)
OTHER FINANCING SOURCES (USES)				
Transfers in	-	6,463,234	18,666,834	25,130,068
Transfers (out)	-	(565,134)	(4,019,564)	(4,584,698)
Total other financing sources (uses)	-	5,898,100	14,647,270	20,545,370
NET CHANGE IN FUND BALANCES	2,066,697	1,547,055	10,309,788	13,923,540
FUND BALANCES, MAY 1	9,969,583	3,587,222	12,722,488	26,279,293
FUND BALANCES, APRIL 30	\$ 12,036,280	\$ 5,134,277	\$ 23,032,276	\$ 40,202,833

See independent auditors' report.

NONMAJOR SPECIAL REVENUE FUNDS

Motor Fuel Tax Fund – to account for restricted revenues received from the State of Illinois for the maintenance, improvement and construction of streets and roads.

Community Development Block Grant Fund – to account for the use of restricted grant monies earmarked for specific projects.

Development Contribution Fund – to account for the assigned and restricted financial resources received from fees imposed by the Village for development of Village improvements such as traffic signals, streetlights, utilities and sidewalks.

VILLAGE OF SCHAUMBURG, ILLINOIS
 COMBINING BALANCE SHEET
 NONMAJOR SPECIAL REVENUE FUNDS

As of April 30, 2024

	Motor Fuel Tax	Community Development Block Grant	Development Contribution	Total
ASSETS				
Cash and cash equivalents	\$ 6,310,383	\$ 16,215	\$ 1,761,811	\$ 8,088,409
Investments	-	-	3,518,054	3,518,054
Receivables				
Accrued interest	-	-	26,790	26,790
Other	-	996,503	199,314	1,195,817
Due from other governments				
Allotments	283,132	-	-	283,132
Other	275,050	55,464	-	330,514
Total assets	<u>\$ 6,868,565</u>	<u>\$ 1,068,182</u>	<u>\$ 5,505,969</u>	<u>\$ 13,442,716</u>
LIABILITIES				
Accounts payable	\$ 298,755	\$ 60,374	\$ -	\$ 359,129
Due to other funds	27,308	23,036	-	50,344
Unearned revenue - rehab loans	-	996,963	-	996,963
Total liabilities	<u>326,063</u>	<u>1,080,373</u>	<u>-</u>	<u>1,406,436</u>
FUND BALANCES				
Restricted for highways and streets	6,542,502	-	-	6,542,502
Restricted for traffic impact	-	-	2,518,858	2,518,858
Unrestricted				
Assigned for streetlights	-	-	1,248,471	1,248,471
Assigned for traffic signals	-	-	216,029	216,029
Assigned for sidewalks/bike path	-	-	535,601	535,601
Assigned for parkway trees	-	-	481,069	481,069
Assigned for PUD street light	-	-	284,983	284,983
Assigned for rights of way	-	-	220,958	220,958
Unassigned (deficit)	-	(12,191)	-	(12,191)
Total fund balances (deficit)	<u>6,542,502</u>	<u>(12,191)</u>	<u>5,505,969</u>	<u>12,036,280</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 6,868,565</u>	<u>\$ 1,068,182</u>	<u>\$ 5,505,969</u>	<u>\$ 13,442,716</u>

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
NONMAJOR SPECIAL REVENUE FUNDS

For the Year Ended April 30, 2024

	Motor Fuel Tax	Community Development Block Grant	Development Contribution	Total
REVENUES				
Intergovernmental	\$ 3,732,551	\$ 384,061	\$ -	\$ 4,116,612
Investment income	233,454	-	176,833	410,287
Miscellaneous	-	-	211,742	211,742
Total revenues	3,966,005	384,061	388,575	4,738,641
EXPENDITURES				
Current				
General government	-	201,016	69,099	270,115
Highways and streets	2,192,055	-	-	2,192,055
Capital outlay	-	209,774	-	209,774
Total expenditures	2,192,055	410,790	69,099	2,671,944
NET CHANGE IN FUND BALANCES	1,773,950	(26,729)	319,476	2,066,697
FUND BALANCES, MAY 1	4,768,552	14,538	5,186,493	9,969,583
FUND BALANCES (DEFICIT), APRIL 30	\$ 6,542,502	\$ (12,191)	\$ 5,505,969	\$ 12,036,280

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
MOTOR FUEL TAX FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Intergovernmental				
Motor fuel tax - rebuild tax	\$ 1,810,629	\$ 1,810,629	\$ 2,061,699	\$ 251,070
Motor fuel tax	1,409,141	1,409,141	1,670,852	261,711
Investment income	123,600	123,600	233,454	109,854
Total revenues	<u>3,343,370</u>	<u>3,343,370</u>	<u>3,966,005</u>	<u>622,635</u>
EXPENDITURES				
Highways and streets				
Supplies	579,250	582,368	416,590	(165,778)
Services and charges	1,232,064	1,243,795	921,560	(322,235)
Miscellaneous	1,780,000	1,780,000	853,905	(926,095)
Total expenditures	<u>3,591,314</u>	<u>3,606,163</u>	<u>2,192,055</u>	<u>(1,414,108)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(247,944)</u>	<u>(262,793)</u>	<u>1,773,950</u>	<u>2,036,743</u>
OTHER FINANCING SOURCES (USES)				
Transfers out	(1,440,000)	(1,440,000)	-	1,440,000
Total other financing sources (uses)	<u>(1,440,000)</u>	<u>(1,440,000)</u>	<u>-</u>	<u>1,440,000</u>
NET CHANGE IN FUND BALANCE	<u>\$ (1,687,944)</u>	<u>\$ (1,702,793)</u>	<u>1,773,950</u>	<u>\$ 3,476,743</u>
FUND BALANCE, MAY 1			<u>4,768,552</u>	
FUND BALANCE, APRIL 30			<u>\$ 6,542,502</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
COMMUNITY DEVELOPMENT BLOCK GRANT FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Intergovernmental				
Entitlements	\$ 599,395	\$ 599,395	\$ 384,061	\$ (215,334)
Total revenues	599,395	599,395	384,061	(215,334)
EXPENDITURES				
General government				
Personnel services	50,000	50,000	41,777	(8,223)
Supplies	500	700	34	(666)
Travel, meetings and trainings	600	600	690	90
Advertising	700	700	548	(152)
Dues and subscriptions	990	990	990	-
Professional services	18,000	20,040	13,116	(6,924)
Public services - CDBG	242,532	292,532	142,960	(149,572)
Annual audit	900	900	900	-
Miscellaneous	1	1	1	-
Capital outlay				
Building improvements	390,500	481,000	37,085	(443,915)
Sidewalk improvements	200,000	172,689	172,689	-
Total expenditures	904,723	1,020,152	410,790	(609,362)
NET CHANGE IN FUND BALANCE	<u>\$ (305,328)</u>	<u>\$ (420,757)</u>	(26,729)	<u>\$ 394,028</u>
FUND BALANCE, MAY 1			<u>14,538</u>	
FUND BALANCE (DEFICIT), APRIL 30			<u>\$ (12,191)</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
DEVELOPMENT CONTRIBUTION FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Investment income	\$ 129,600	\$ 129,600	\$ 176,833	\$ 47,233
Miscellaneous				
Street lights	70,000	70,000	65,141	(4,859)
Parkway trees	25,000	25,000	26,400	1,400
Traffic impact	-	-	120,201	120,201
Total revenues	<u>224,600</u>	<u>224,600</u>	<u>388,575</u>	<u>163,975</u>
EXPENDITURES				
General projects				
Miscellaneous	-	-	69,099	69,099
Capital outlay				
Traffic impact	22,300	22,300	-	(22,300)
Total expenditures	<u>22,300</u>	<u>22,300</u>	<u>69,099</u>	<u>46,799</u>
NET CHANGE IN FUND BALANCE	<u>\$ 202,300</u>	<u>\$ 202,300</u>	319,476	<u>\$ 117,176</u>
FUND BALANCE, MAY 1			<u>5,186,493</u>	
FUND BALANCE, APRIL 30			<u>\$ 5,505,969</u>	

See independent auditors' report.

NONMAJOR DEBT SERVICE FUNDS

General Obligation Bonds, Series 2010A – to accumulate assigned monies for payment of 2010A Series, \$13,735,000 General Obligation Bonds which are Serial Bonds due in annual installments until maturity in 2021. These bonds were issued to make a payment to the Series 2002A bonds escrow agent for debt service savings. The 2002A bonds were issued to finance construction, repair and rehabilitation of fire stations, construction of emergency communication center, a program of overhead utility burial along major roadway corridors and remodeling of Public Works Department complex. Financing is being provided by revenues other than property taxes.

General Obligation Bonds, Series 2011 – to accumulate assigned monies for payment of 2011 Series, \$9,990,000 General Obligation Bonds which are Serial Bonds due in annual installments until maturity in 2024. These bonds were issued to make a payment to the Series 2004A bonds escrow agent for debt service savings. The 2004A bonds were issued to finance remodeling and reconstruction of three existing fire stations, the construction of a new fire station, addition to the Public Works Building and acquisition of a communication system back up. Financing is being provided by revenues other than property taxes.

General Obligation Bonds, Series 2012 – to accumulate assigned monies for payment of 2012 Series, \$13,025,000 General Obligation Bonds which are Serial Bonds due in annual installments until maturity in 2024. These bonds were issued to make a payment to the Series 2005A bonds escrow agent for debt service savings. The 2005A bonds were issued to finance cost of acquiring land for a new fire station and street improvements. Financing is being provided by revenues other than property taxes.

General Obligation Bonds, Series 2012A – to accumulate assigned monies for payment of 2012A Series, \$2,427,654 General Obligation Bonds which are Serial Bonds due in annual installments until maturity in 2024. These bonds were issued to acquire land for future Village development, provide funds for the replacement of residential water meters and installation of remote water meter reading system. Financing is being provided by revenues other than property taxes.

General Obligation Bonds, Series 2016A – to accumulate assigned monies for payment of 2016A Series, \$35,740,000 General Obligation Bonds which are Serial Bonds due in annual installments until maturity in 2031. These bonds were issued to pay costs of eligible redevelopment projects for the benefit of the North Schaumburg Tax Increment Financing Redevelopment Plan and Project Area of the Village.

General Obligation Bonds, Series 2017 – to accumulate assigned monies for payment of 2017 Series, \$6,945,000 General Obligation Bonds which are Serial Bonds due in annual installments until maturity in 2027. These bonds were issued to finance capital improvements within the Village including road reconstruction on regionally beneficial streets identified and planned for in the Vital Streets Fund.

General Obligation Bonds, Series 2020A– to accumulate assigned monies for payment of 2020A Series, \$9,475,000 Obligation Bonds which are Serial Bonds due in annual installments until maturity in 2031. These bonds were issued to finance capital improvements within the Village including road reconstruction on regionally beneficial streets identified and planned for in the Vital Streets Fund.

General Obligation Bonds, Series 2020B– to accumulate assigned monies for payment of 2020B Series, \$12,085,000 Obligation Bonds which are Serial Bonds due in annual installments until maturity in 2039. These bonds were issued to pay costs of eligible redevelopment projects for the benefit of the North Schaumburg Tax Increment Financing Redevelopment Plan and Project Area of the Village.

General Obligation Bonds, Series 2022– to accumulate assigned monies for payment of 2022 Series, \$689,737 Obligation Bonds which are Serial Bonds due in annual installments until maturity in 2025.

VILLAGE OF SCHAUMBURG, ILLINOIS

COMBINING BALANCE SHEET
NONMAJOR DEBT SERVICE FUNDS

As of April 30, 2024

	General Obligation Bonds Series 2010A	General Obligation Bonds Series 2011	General Obligation Bonds Series 2012	General Obligation Bonds Series 2012A	General Obligation Bonds Series 2016A	General Obligation Bonds Series 2017	General Obligation Bonds Series 2020A	General Obligation Bonds Series 2020B	General Obligation Bonds Series 2022	Total
ASSETS										
Cash and cash equivalents	\$ 90,363	\$ 1,628,950	\$ 1,337,616	\$ -	\$ 1,566,900	\$ -	\$ -	\$ -	\$ 1,379,023	\$ 6,002,852
Due from other funds	-	-	-	-	-	494,532	785,471	401,326	-	1,681,329
Receivables										
Hotel tax	-	-	-	-	-	-	-	-	75,768	75,768
Food and beverage tax	-	130,358	-	-	-	-	-	-	-	130,358
Telecommunications tax	-	86,132	398,299	-	-	-	-	-	-	484,431
Use tax	-	-	109,561	-	-	-	-	-	-	109,561
Total assets	\$ 90,363	\$ 1,845,440	\$ 1,845,476	\$ -	\$ 1,566,900	\$ 494,532	\$ 785,471	\$ 401,326	\$ 1,454,791	\$ 8,484,299
LIABILITIES AND FUND BALANCES										
LIABILITIES										
Due to other funds	\$ 90,000	\$ -	\$ -	\$ -	\$ 1,563,900	\$ 494,531	\$ 786,471	\$ 401,325	\$ 13,795	\$ 3,350,022
Total liabilities	90,000	-	-	-	1,563,900	494,531	786,471	401,325	13,795	3,350,022
FUND BALANCES										
Assigned for debt service	363	1,845,440	1,845,476	-	3,000	1	-	1	1,440,996	5,135,277
Unassigned (deficit)	-	-	-	-	-	-	(1,000)	-	-	(1,000)
Total fund balances (deficit)	363	1,845,440	1,845,476	-	3,000	1	(1,000)	1	1,440,996	5,134,277
TOTAL LIABILITIES AND FUND BALANCES	\$ 90,363	\$ 1,845,440	\$ 1,845,476	\$ -	\$ 1,566,900	\$ 494,532	\$ 785,471	\$ 401,326	\$ 1,454,791	\$ 8,484,299

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
NONMAJOR DEBT SERVICE FUNDS

For the Year Ended April 30, 2024

	General Obligation Bonds, Series 2010A	General Obligation Bonds, Series 2011	General Obligation Bonds, Series 2012	General Obligation Bonds, Series 2012A	General Obligation Bonds, Series 2016A	General Obligation Bonds, Series 2017	General Obligation Bonds, Series 2020A	General Obligation Bonds, Series 2020B	General Obligation Bonds, Series 2022	Total
REVENUES										
Taxes										
Telecommunications	\$ -	\$ 343,649	\$ 1,589,135	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,932,784
Use tax	-	-	449,540	-	-	-	-	-	-	449,540
Hotel/motel	-	-	-	-	-	-	-	-	597,365	597,365
Food and beverage	-	1,404,803	-	-	-	-	-	-	-	1,404,803
Investment income	313	67,043	55,983	-	-	-	-	-	52,491	175,830
Total revenues	313	1,815,495	2,094,658	-	-	-	-	-	649,856	4,560,322
EXPENDITURES										
Debt service										
Bond principal	-	1,095,000	1,360,000	-	2,540,000	735,000	680,000	650,000	336,722	7,396,722
Interest	-	53,881	139,500	-	584,600	114,844	338,400	250,256	27,589	1,509,070
Professional fees	-	500	550	-	1,000	999	1,000	1,001	525	5,575
Total expenditures	-	1,149,381	1,500,050	-	3,125,600	850,843	1,019,400	901,257	364,836	8,911,367
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	313	666,114	594,608	-	(3,125,600)	(850,843)	(1,019,400)	(901,257)	285,020	(4,351,045)
OTHER FINANCING SOURCES (USES)										
Transfers in	85,100	-	-	-	3,125,600	851,844	1,019,400	901,256	480,034	6,463,234
Transfers (out)	-	(85,100)	-	(480,034)	-	-	-	-	-	(565,134)
Total other financing sources (uses)	85,100	(85,100)	-	(480,034)	3,125,600	851,844	1,019,400	901,256	480,034	5,898,100
NET CHANGE IN FUND BALANCES	85,413	581,014	594,608	(480,034)	-	1,001	-	(1)	765,054	1,547,055
FUND BALANCES (DEFICIT), MAY 1	(85,050)	1,264,426	1,250,868	480,034	3,000	(1,000)	(1,000)	2	675,942	3,587,222
FUND BALANCES (DEFICIT), APRIL 30	\$ 363	\$ 1,845,440	\$ 1,845,476	\$ -	\$ 3,000	\$ 1	\$ (1,000)	\$ 1	\$ 1,440,996	\$ 5,134,277

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL OBLIGATION BONDS, SERIES 2010A

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Investment income	\$ 90	\$ 90	\$ 313	\$ 223
Total revenues	90	90	313	223
EXPENDITURES				
Total expenditures	-	-	-	-
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES				
	90	90	313	223
OTHER FINANCING SOURCES				
Transfers in - Olde Schaumburg Center	85,100	85,100	85,100	-
Total other financing sources	85,100	85,100	85,100	-
NET CHANGE IN FUND BALANCE	<u>\$ 85,190</u>	<u>\$ 85,190</u>	85,413	<u>\$ 223</u>
FUND BALANCE (DEFICIT), MAY 1			(85,050)	
FUND BALANCE, APRIL 30			<u>\$ 363</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL OBLIGATION BONDS, SERIES 2011

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Telecommunications tax	\$ 366,268	\$ 366,268	\$ 343,649	\$ (22,619)
Food and beverage	1,309,169	1,309,169	1,404,803	95,634
Investment income	17,400	17,400	67,043	49,643
Total revenues	1,692,837	1,692,837	1,815,495	122,658
EXPENDITURES				
Debt service				
Bond principal	1,095,000	1,095,000	1,095,000	-
Interest	53,882	53,882	53,881	(1)
Professional fees	500	500	500	-
Total expenditures	1,149,382	1,149,382	1,149,381	(1)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	543,455	543,455	666,114	122,659
OTHER FINANCING SOURCES				
Transfers Out - General Fund	(85,100)	(85,100)	(85,100)	-
Total other financing sources	(85,100)	(85,100)	(85,100)	-
NET CHANGE IN FUND BALANCE	\$ 458,355	\$ 458,355	581,014	\$ 122,659
FUND BALANCE, MAY 1			1,264,426	
FUND BALANCE, APRIL 30			<u>\$ 1,845,440</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL OBLIGATION BONDS, SERIES 2012

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Telecommunications tax	\$ 1,693,732	\$ 1,693,732	\$ 1,589,135	\$ (104,597)
Use tax	484,480	484,480	449,540	(34,940)
Investment income	7,200	7,200	55,983	48,783
Total revenues	2,185,412	2,185,412	2,094,658	(90,754)
EXPENDITURES				
Debt service				
Bond principal	1,360,000	1,360,000	1,360,000	-
Interest	139,500	139,500	139,500	-
Professional fees	550	550	550	-
Total expenditures	1,500,050	1,500,050	1,500,050	-
NET CHANGE IN FUND BALANCE	\$ 685,362	\$ 685,362	594,608	\$ (90,754)
FUND BALANCE, MAY 1			<u>1,250,868</u>	
FUND BALANCE, APRIL 30			<u>\$ 1,845,476</u>	

See independent auditors report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL OBLIGATION BONDS, SERIES 2012A

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Hotel/motel tax	\$ 607,462	\$ 607,462	\$ -	\$ (607,462)
Investment income	24,000	24,000	-	(24,000)
Total revenues	631,462	631,462	-	(631,462)
EXPENDITURES				
Debt service				
Bond principal	336,722	336,722	-	(336,722)
Interest	27,590	27,590	-	(27,590)
Professional fees	525	525	-	(525)
Total expenditures	364,837	364,837	-	(364,837)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	266,625	266,625	-	(266,625)
OTHER FINANCING SOURCES (USES)				
Transfers out	-	-	(480,034)	(480,034)
Total other financing sources (uses)	-	-	(480,034)	(480,034)
NET CHANGE IN FUND BALANCE	\$ 266,625	\$ 266,625	(480,034)	\$ 213,409
FUND BALANCE, MAY 1			480,034	
FUND BALANCE, APRIL 30			\$ -	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL OBLIGATION BONDS, SERIES 2016A

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
None	\$ -	\$ -	\$ -	\$ -
Total revenues	-	-	-	-
EXPENDITURES				
Debt service				
Bond principal	2,540,000	2,540,000	2,540,000	-
Interest	584,600	584,600	584,600	-
Professional fees	1,000	1,000	1,000	-
Total expenditures	3,125,600	3,125,600	3,125,600	-
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(3,125,600)	(3,125,600)	(3,125,600)	-
OTHER FINANCING SOURCES (USES)				
Transfers in	3,125,600	3,125,600	3,125,600	-
Total other financing sources (uses)	3,125,600	3,125,600	3,125,600	-
NET CHANGE IN FUND BALANCE	\$ -	\$ -	-	\$ -
FUND BALANCE, MAY 1			3,000	
FUND BALANCE, APRIL 30			<u>\$ 3,000</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL OBLIGATION BONDS, SERIES 2017

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
None	\$ -	\$ -	\$ -	\$ -
Total revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES				
Debt service				
Bond principal	735,000	735,000	735,000	-
Interest	114,844	114,844	114,844	-
Professional fees	1,000	1,000	999	(1)
Total expenditures	<u>850,844</u>	<u>850,844</u>	<u>850,843</u>	<u>(1)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(850,844)</u>	<u>(850,844)</u>	<u>(850,843)</u>	<u>1</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	<u>850,844</u>	<u>850,844</u>	<u>851,844</u>	<u>(1,000)</u>
Total other financing sources (uses)	<u>850,844</u>	<u>850,844</u>	<u>851,844</u>	<u>(1,000)</u>
NET CHANGE IN FUND BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>1,001</u>	<u>\$ 1,001</u>
FUND BALANCE (DEFICIT), MAY 1			<u>(1,000)</u>	
FUND BALANCE, APRIL 30			<u>\$ 1</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL OBLIGATION BONDS, SERIES 2020A

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
None	\$ -	\$ -	\$ -	\$ -
Total revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES				
Debt service				
Bond principal	680,000	680,000	680,000	-
Interest	338,400	338,400	338,400	-
Professional fees	1,000	1,000	1,000	-
Total expenditures	<u>1,019,400</u>	<u>1,019,400</u>	<u>1,019,400</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(1,019,400)</u>	<u>(1,019,400)</u>	<u>(1,019,400)</u>	<u>-</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	<u>1,019,400</u>	<u>1,019,400</u>	<u>1,019,400</u>	<u>-</u>
Total other financing sources (uses)	<u>1,019,400</u>	<u>1,019,400</u>	<u>1,019,400</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>\$ -</u>
FUND BALANCE (DEFICIT), MAY 1			<u>(1,000)</u>	
FUND BALANCE (DEFICIT), APRIL 30			<u>\$ (1,000)</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL OBLIGATION BONDS, SERIES 2020B

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
None	\$ -	\$ -	\$ -	\$ -
Total revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES				
Debt service				
Interest	250,257	250,257	250,256	(1)
Professional fees	1,000	1,000	1,001	1
Total expenditures	<u>901,257</u>	<u>901,257</u>	<u>901,257</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(901,257)</u>	<u>(901,257)</u>	<u>(901,257)</u>	<u>-</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	<u>901,256</u>	<u>901,256</u>	<u>901,256</u>	<u>-</u>
Total other financing sources (uses)	<u>901,256</u>	<u>901,256</u>	<u>901,256</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>\$ (1)</u>	<u>\$ (1)</u>	<u>(1)</u>	<u>\$ -</u>
FUND BALANCE, MAY 1			<u>2</u>	
FUND BALANCE, APRIL 30			<u>\$ 1</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL OBLIGATION BONDS, SERIES 2022

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Hotel/motel tax	\$ -	\$ -	\$ 597,365	\$ 597,365
Investment income	-	-	52,491	52,491
Total revenues	-	-	649,856	649,856
EXPENDITURES				
Debt service				
Bond principal	-	-	336,722	336,722
Interest	-	-	27,589	27,589
Professional fees	-	-	525	525
Total expenditures	-	-	364,836	364,836
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-	-	285,020	285,020
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	480,034	(480,034)
Total other financing sources (uses)	-	-	480,034	(480,034)
NET CHANGE IN FUND BALANCE	<u>\$ -</u>	<u>\$ -</u>	765,054	<u>\$ 765,054</u>
FUND BALANCE, MAY 1			<u>675,942</u>	
FUND BALANCE, APRIL 30			<u>\$ 1,440,996</u>	

See independent auditors' report.

NONMAJOR CAPITAL PROJECTS FUNDS

Exterior Tax Increment Financing Fund – to account for the restricted, committed and assigned financial resources to be used for community development projects. Financing is provided by incremental property taxes.

Capital Improvement Fund – to account for financial resources to be used for the acquisition or construction of major capital facilities. Financing is provided by allocated tax revenues, prior year excess reserves from the General Fund, and through unrestricted developer contributions.

Vital Streets Program Fund – to account for the financial resources to be used to fund major roadway projects. The program focuses on supporting the Village’s plan to improve roadways throughout the Village in the coming years. The new approach will utilize bond funding to pay for major road projects that are also eligible for significant Federal funding.

VILLAGE OF SCHAUMBURG, ILLINOIS

COMBINING BALANCE SHEET
NONMAJOR CAPITAL PROJECTS FUNDS

As of April 30, 2024

	Experior TIF	Capital Improvements	Vital Streets Program	Total
ASSETS				
Cash and cash equivalents	\$ 229	\$ 11,585,491	\$ 11,140,423	\$ 22,726,143
Investments	-	-	6,429,746	6,429,746
Receivables				
Locally imposed taxes	-	336,567	-	336,567
Accrued interest	-	-	48,962	48,962
Other	-	684,709	491,548	1,176,257
Due from other governments	977,351	342,042	533,912	1,853,305
Due from other funds	-	52,308	506,629	558,937
Prepays	-	100,775	-	100,775
Advances to other funds	-	1,559,871	-	1,559,871
Total assets	\$ 977,580	\$ 14,661,763	\$ 19,151,220	\$ 34,790,563
LIABILITIES AND FUND BALANCES				
LIABILITIES				
Accounts payable	\$ 43,904	\$ 834,660	\$ 7,734,370	\$ 8,612,934
Other liabilities	-	6,132	-	6,132
Due to other funds	27,261	-	1,280,003	1,307,264
Advances from other funds	1,634,871	-	-	1,634,871
Unearned revenue	-	197,086	-	197,086
Total liabilities	1,706,036	1,037,878	9,014,373	11,758,287
FUND BALANCES				
Nonspendable for prepaids	-	100,775	-	100,775
Assigned for capital projects	-	13,523,110	10,136,847	23,659,957
Unassigned (deficit)	(728,456)	-	-	(728,456)
Total fund balances (deficit)	(728,456)	13,623,885	10,136,847	23,032,276
TOTAL LIABILITIES AND FUND BALANCES	\$ 977,580	\$ 14,661,763	\$ 19,151,220	\$ 34,790,563

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
NONMAJOR CAPITAL PROJECTS FUNDS

For the Year Ended April 30, 2024

	Exporior TIF	Capital Improvements	Vital Streets Program	Total
REVENUES				
Taxes				
Hotel/motel tax	\$ -	\$ 1,349,717	\$ -	\$ 1,349,717
Food and beverage tax	-	1,782,136	-	1,782,136
Real estate transfer tax	-	806,431	-	806,431
Local motor fuel tax	-	798,263	-	798,263
Intergovernmental				
Use tax	-	2,519,679	-	2,519,679
Grants	977,351	1,033,808	817,795	2,828,954
Investment income	-	435,556	369,935	805,491
Miscellaneous revenue	-	6,883	-	6,883
Total revenues	977,351	8,732,473	1,187,730	10,897,554
EXPENDITURES				
General government				
Postage				
Professional services	2,661	-	17,238	19,899
Capital outlay	1,602,351	9,697,003	3,915,783	15,215,137
Total expenditures	1,605,012	9,697,003	3,933,021	15,235,036
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(627,661)	(964,530)	(2,745,291)	(4,337,482)
OTHER FINANCING SOURCES (USES)				
Transfers in	-	7,507,363	11,159,471	18,666,834
Transfers (out)	-	(2,148,320)	(1,871,244)	(4,019,564)
Total other financing sources (uses)	-	5,359,043	9,288,227	14,647,270
NET CHANGE IN FUND BALANCES	(627,661)	4,394,513	6,542,936	10,309,788
FUND BALANCES (DEFICIT), MAY 1	(100,795)	9,229,372	3,593,911	12,722,488
FUND BALANCES (DEFICIT), APRIL 30	\$ (728,456)	\$ 13,623,885	\$ 10,136,847	\$ 23,032,276

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
EXPERIOR TIF FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Grants	\$ -	\$ -	\$ 977,351	\$ 977,351
Total revenues	-	-	977,351	977,351
EXPENDITURES				
General government				
Professional services	10,000	10,000	2,661	(7,339)
Capital outlay				
Roadway improvements	-	-	1,602,351	1,602,351
Total expenditures	10,000	10,000	1,605,012	1,595,012
NET CHANGE IN FUND BALANCE	<u>\$ (10,000)</u>	<u>\$ (10,000)</u>	(627,661)	<u>\$ (617,661)</u>
FUND BALANCE (DEFICIT), MAY 1			<u>(100,795)</u>	
FUND BALANCE (DEFICIT), APRIL 30			<u>\$ (728,456)</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
CAPITAL IMPROVEMENTS FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Taxes				
Hotel/motel tax	\$ 1,372,531	\$ 1,372,531	\$ 1,349,717	\$ (22,814)
Food and beverage tax	1,660,815	1,660,815	1,782,136	121,321
Real estate transfer tax	600,000	600,000	806,431	206,431
Local motor fuel tax	812,000	812,000	798,263	(13,737)
Intergovernmental				
Use tax	2,715,520	2,715,520	2,519,679	(195,841)
Miscellaneous				
Alarm monitoring savings	-	-	-	-
Grants	880,392	1,861,208	1,033,808	(827,400)
Investment income	139,200	139,200	435,556	296,356
Miscellaneous revenue	2,500	2,500	6,883	4,383
Total revenues	8,182,958	9,163,774	8,732,473	(431,301)
EXPENDITURES				
Capital outlay				
Bikeway improvements	1,514,876	1,473,030	463,240	(1,009,790)
Public improvements	336,649	1,566,290	783,316	(782,974)
Roadway improvements	8,525,000	9,247,276	7,653,027	(1,594,249)
Sidewalk improvements	948,500	1,091,466	545,092	(546,374)
Street lighting improvements	416,610	416,610	158,192	(258,418)
Traffic signal improvements	1,315,555	970,555	94,136	(876,419)
Total Capital Projects	13,057,190	14,765,227	9,697,003	(5,068,224)
Total expenditures	13,057,190	14,765,227	9,697,003	(5,068,224)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES				
	(4,874,232)	(5,601,453)	(964,530)	4,636,923
OTHER FINANCING SOURCES (USES)				
Transfers in	5,980,485	5,980,485	7,507,363	1,526,878
Transfers (out)	(2,148,320)	(2,148,320)	(2,148,320)	-
Total other financing sources (uses)	3,832,165	3,832,165	5,359,043	1,526,878
NET CHANGE IN FUND BALANCE	\$ (1,042,067)	\$ (1,769,288)	4,394,513	\$ 6,163,801
FUND BALANCE, MAY 1			9,229,372	
FUND BALANCE, APRIL 30			<u>\$ 13,623,885</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
VITAL STREETS FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Grants	\$ 822,627	\$ 799,465	\$ 817,795	\$ 18,330
Investment income	294,000	294,000	369,935	75,935
Total revenues	1,116,627	1,093,465	1,187,730	94,265
EXPENDITURES				
General government	15,000	15,000	17,238	2,238
Capital outlay				
Roadway improvements	7,064,466	7,196,088	3,915,783	(3,280,305)
Total expenditures	7,079,466	7,211,088	3,933,021	(3,278,067)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(5,962,839)	(6,117,623)	(2,745,291)	3,372,332
OTHER FINANCING SOURCES (USES)				
Transfers in	2,739,320	2,739,320	11,159,471	8,420,151
Transfers (out)	(1,870,244)	(1,870,244)	(1,871,244)	(1,000)
Total other financing sources (uses)	869,076	869,076	9,288,227	8,419,151
NET CHANGE IN FUND BALANCE	<u>\$ (5,093,763)</u>	<u>\$ (5,248,547)</u>	6,542,936	<u>\$ 11,791,483</u>
FUND BALANCE, MAY 1			<u>3,593,911</u>	
FUND BALANCE, APRIL 30			<u>\$ 10,136,847</u>	

See independent auditors' report.

NONMAJOR ENTERPRISE FUNDS

Schaumburg Regional Airport Fund – to account for the operating revenue and expenses of the Village of Schaumburg Regional Airport.

Schaumburg Baseball Stadium Fund – to account for the operating revenue and expenses of the Schaumburg Baseball Stadium.

Commuter Parking Lot Fund – to account for the operating revenue and expenses of the commuter parking lot.

VILLAGE OF SCHAUMBURG, ILLINOIS
STATEMENT OF NET POSITION
COMBINING NONMAJOR ENTERPRISE FUNDS

As of April 30, 2024

	Schaumburg Regional Airport	Schaumburg Baseball Stadium	Commuter Parking Lot	Total
CURRENT ASSETS				
Cash and cash equivalents	\$ 657,795	\$ 300,791	\$ 1,050,925	\$ 2,009,511
Investments	-	1,038,718	830,550	1,869,268
Receivables				
Accrued interest	-	7,910	6,325	14,235
Other	26,681	-	-	26,681
Leases	1,667,540	519,000	-	2,186,540
Due from other funds	-	646	-	646
Due from other governments	87,595	-	-	87,595
Prepaid expenses	27,682	81,796	-	109,478
Total current assets	<u>2,467,293</u>	<u>1,948,861</u>	<u>1,887,800</u>	<u>6,303,954</u>
NONCURRENT ASSETS				
Capital Assets				
Non-depreciable	13,969,500	3,155,079	724,599	17,849,178
Depreciable	22,144,027	21,581,250	4,760,638	48,485,915
Less accumulated depreciation	(18,911,987)	(16,815,382)	(4,662,509)	(40,389,878)
Net capital assets	<u>17,201,540</u>	<u>7,920,947</u>	<u>822,728</u>	<u>25,945,215</u>
Total noncurrent assets	<u>17,201,540</u>	<u>7,920,947</u>	<u>822,728</u>	<u>25,945,215</u>
Total assets	<u>19,668,833</u>	<u>9,869,808</u>	<u>2,710,528</u>	<u>32,249,169</u>
DEFERRED OUTFLOWS OF RESOURCES				
Pension items - IMRF	73,203	30,669	-	103,872
OPEB items	10,464	2,326	-	12,790
Total deferred outflows of resources	<u>83,667</u>	<u>32,995</u>	<u>-</u>	<u>116,662</u>
Total assets and deferred outflows of resources	<u>19,752,500</u>	<u>9,902,803</u>	<u>2,710,528</u>	<u>32,365,831</u>
CURRENT LIABILITIES				
Accounts payable	66,103	616,015	13,459	695,577
Accrued payroll	7,555	5,053	-	12,608
Taxes payable	29,100	-	-	29,100
Other liabilities	54,521	-	950	55,471
Total current liabilities	<u>157,279</u>	<u>621,068</u>	<u>14,409</u>	<u>792,756</u>
LONG-TERM LIABILITIES				
Net pension liability	55,157	23,111	-	78,268
Total OPEB liability	54,236	12,053	-	66,289
Unearned revenue	6,235	-	-	6,235
Total long-term liabilities	<u>115,628</u>	<u>35,164</u>	<u>-</u>	<u>150,792</u>
Total liabilities	<u>272,907</u>	<u>656,232</u>	<u>14,409</u>	<u>943,548</u>
DEFERRED INFLOWS OF RESOURCES				
Pension items - IMRF	381	156	-	537
OPEB items	15,313	3,403	-	18,716
Deferred inflows related to leases	1,667,540	519,000	-	2,186,540
Total deferred inflows of resources	<u>1,683,234</u>	<u>522,559</u>	<u>-</u>	<u>2,205,793</u>
Total liabilities and deferred inflows of resources	<u>1,956,141</u>	<u>1,178,791</u>	<u>14,409</u>	<u>3,149,341</u>
NET POSITION				
Net investment in capital assets	17,201,540	7,920,947	822,728	25,945,215
Unrestricted	594,819	803,065	1,873,391	3,271,275
TOTAL NET POSITION	<u>\$ 17,796,359</u>	<u>\$ 8,724,012</u>	<u>\$ 2,696,119</u>	<u>\$ 29,216,490</u>

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

COMBINING STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
COMBINING NONMAJOR ENTERPRISE FUNDS

For the Year Ended April 30, 2024

	Schaumburg Regional Airport	Schaumburg Baseball Stadium	Commuter Parking Lot	Total
OPERATING REVENUES				
Charges for services	\$ 501,632	\$ -	\$ 133,324	\$ 634,956
Miscellaneous	11,689	221,161	-	232,850
Total operating revenues	513,321	221,161	133,324	867,806
OPERATING EXPENSES EXCLUDING DEPRECIATION AND AMORTIZATION				
Personnel services	141,195	78,206	-	219,401
Supplies	21,097	19,462	9,725	50,284
Services and charges	331,001	156,833	130,862	618,696
Administrative charge by General Fund	-	-	-	-
Other operating expenses	64,128	386,560	40,000	490,688
Total operating expenses excluding depreciation and amortization	557,421	641,061	180,587	1,379,069
OPERATING INCOME (LOSS) BEFORE DEPRECIATION AND AMORTIZATION	(44,100)	(419,900)	(47,263)	(511,263)
DEPRECIATION AND AMORTIZATION	302,290	818,354	18,618	1,139,262
OPERATING INCOME (LOSS)	(346,390)	(1,238,254)	(65,881)	(1,650,525)
NONOPERATING INCOME (EXPENSES)				
Investment income	11,547	64,633	75,148	151,328
Home rule sales tax	-	14,395	-	14,395
Sales tax	-	14,395	-	14,395
Food and beverage tax	-	30,302	-	30,302
Other income	12,281	-	-	12,281
Total nonoperating income (expenses)	23,828	123,725	75,148	222,701
INCOME (LOSS) BEFORE TRANSFERS AND CAPITAL GRANTS	(322,562)	(1,114,529)	9,267	(1,427,824)
TRANSFERS AND CAPITAL GRANTS				
Transfers in	-	700,000	-	700,000
Capital grants	45,736	-	-	45,736
Total transfers and capital grants	45,736	700,000	-	745,736
CHANGE IN NET POSITION	(276,826)	(414,529)	9,267	(682,088)
NET POSITION, MAY 1	18,073,185	9,138,541	2,686,852	29,898,578
NET POSITION, APRIL 30	\$ 17,796,359	\$ 8,724,012	\$ 2,696,119	\$ 29,216,490

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS
 COMBINING STATEMENT OF CASH FLOWS
 NONMAJOR ENTERPRISE FUNDS

For the Year Ended April 30, 2024

	Schaumburg Regional Airport	Schaumburg Baseball Stadium	Commuter Parking Lot	Total
CASH FLOWS FROM (FOR) OPERATING ACTIVITIES				
Receipts from customers and users	\$ 492,176	\$ 221,161	\$ 141,174	\$ 854,511
Receipts from interfund service transactions				
Receipts from miscellaneous revenues	12,281	59,092	-	71,373
Payment to suppliers	(480,233)	(114,386)	(177,238)	(771,857)
Payments to employees	(170,339)	(104,180)	-	(274,519)
Net cash from (for) operating activities	(146,115)	61,687	(36,064)	(120,492)
CASH FLOWS FROM (FOR) CAPITAL AND RELATED FINANCING ACTIVITIES				
Capital grants	45,736	-	-	45,736
Acquisition of capital assets	(134,757)	(1,139,790)	-	(1,274,547)
Net cash from (for) capital and related financing activities	(89,021)	(1,139,790)	-	(1,228,811)
CASH FLOWS FROM (FOR) INVESTING ACTIVITIES				
Purchase of investments	-	(15,262)	(12,204)	(27,466)
Investment income received	11,547	62,473	73,422	147,442
Net cash from (for) investing activities	11,547	47,211	61,218	119,976
CASH FLOWS FROM (FOR) NONCAPITAL FINANCING ACTIVITIES				
Transfer in	-	700,000	-	700,000
Intergovernmental Income	29,100	-	-	29,100
Due to/from other funds	15,509	(541)	-	14,968
Net cash from (for) noncapital financing activities	44,609	699,459	-	744,068
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(178,980)	(331,433)	25,154	(485,259)
CASH AND CASH EQUIVALENTS, MAY 1	836,775	632,224	1,025,771	2,494,770
CASH AND CASH EQUIVALENTS, APRIL 30	\$ 657,795	\$ 300,791	\$ 1,050,925	\$ 2,009,511

See independent auditors' report.

	Schaumburg Regional Airport	Schaumburg Baseball Stadium	Commuter Parking Lot	Total
RECONCILIATION OF OPERATING INCOME (LOSS)				
TO NET CASH FLOWS FROM OPERATING				
ACTIVITIES				
Operating income (loss)	\$ (346,390)	\$ (1,238,254)	\$ (65,881)	\$ (1,650,525)
Adjustments to reconcile operating income (loss)				
to net cash from operating activities				
Depreciation	302,290	818,354	18,618	1,139,262
Miscellaneous nonoperating income	12,281	59,092	-	71,373
Changes in assets and liabilities				
Receivables	(14,493)	-	7,850	(6,643)
Prepaid items	(9,722)	(81,796)	-	(91,518)
Accounts payable	(54,285)	531,371	3,349	480,435
Payables to internal service funds	-	(1,106)	-	(1,106)
Accrued payroll	838	1,057	-	1,895
Unearned revenue	(6,652)	-	-	(6,652)
Pension items	(27,251)	(11,655)	-	(38,906)
OPEB items	(2,731)	(15,376)	-	(18,107)
NET CASH FROM OPERATING ACTIVITIES	\$ (146,115)	\$ 61,687	\$ (36,064)	\$ (120,492)
SUPPLEMENTAL SCHEDULE OF NONCASH				
INVESTING, CAPITAL AND FINANCING ACTIVITIES				
Increase in fair value of investments	\$ -	\$ -	\$ (1,409)	\$ (1,409)
TOTAL NONCASH TRANSACTIONS	\$ -	\$ -	\$ (1,409)	\$ (1,409)

See independent auditors' report.

INTERNAL SERVICE FUNDS

Vehicle Replacement Fund – to account for costs of providing certain operating vehicles used by Village departments. Financing is provided by charges to other funds.

Technology Replacement Fund – to account for costs of providing certain equipment used by Village departments. Financing is provided by charges to other funds.

Building Replacement Fund – to account for costs of major repairs and improvements of certain buildings used by Village departments. Financing is provided by charges to other funds.

Risk Management Fund – to account for the servicing and payment of claims for liability, property and casualty coverage, workers' compensation and medical benefits. Financing is provided by charges to the various Village funds.

VILLAGE OF SCHAUMBURG, ILLINOIS
 COMBINING STATEMENT OF NET POSITION
 INTERNAL SERVICE FUNDS

As of April 30, 2024

	Vehicle Replacement	Technology Replacement	Building Replacement	Risk Management	Total
CURRENT ASSETS					
Cash and cash equivalents	\$ 7,950,975	\$ 624,849	\$ 23,182,748	\$ 5,540,341	\$ 37,298,913
Investments	1,437,667	-	11,486,426	1,470,844	14,394,937
Receivables					
Accrued interest	10,948	-	97,428	19,751	128,127
Other	17,401	-	-	-	17,401
Due from other governments	157,467				157,467
Due from other funds	-	-	52,646	900	53,546
Prepaid expenses	-	-	-	377,543	377,543
Total current assets	9,574,458	624,849	34,819,248	7,409,379	52,427,934
PROPERTY AND EQUIPMENT					
Vehicles	22,677,972	-	-	-	22,677,972
Construction in progress	247,288	-	28,177	-	275,465
Land improvements	-	-	2,558,744	-	2,558,744
Building improvements	-	-	11,112,288	-	11,112,288
Machinery and equipment	-	1,536,847	1,412,117	-	2,948,964
Less accumulated depreciation	(15,180,425)	(1,320,905)	(9,345,916)	-	(25,847,246)
Net property and equipment	7,744,835	215,942	5,765,410	-	13,726,187
Total assets	17,319,293	840,791	40,584,658	7,409,379	66,154,121
CURRENT LIABILITIES					
Accounts payable	75,549	133,529	167,654	61,786	438,518
Claims payable	-	-	-	1,747,948	1,747,948
Total current liabilities	75,549	133,529	167,654	1,809,734	2,186,466
Total liabilities	75,549	133,529	167,654	1,809,734	2,186,466
NET POSITION					
Net investment in capital assets	7,744,835	215,942	5,765,410	-	13,726,187
Unrestricted	9,498,909	491,320	34,651,594	5,599,645	50,241,468
TOTAL NET POSITION	\$ 17,243,744	\$ 707,262	\$ 40,417,004	\$ 5,599,645	\$ 63,967,655

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

COMBINING STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
INTERNAL SERVICE FUNDS

For the Year Ended April 30, 2024

	Vehicle Replacement	Technology Replacement	Building Replacement	Risk Management	Total
OPERATING REVENUES					
Charges for services	\$ 3,500,000	\$ 700,000	\$ 1,200,000	\$ 12,824,101	\$ 18,224,101
OPERATING EXPENSES EXCLUDING DEPRECIATION					
Other operating expenses	362,552	531,901	229,449	-	1,123,902
Services and charges	-	-	-	13,737,314	13,737,314
Total operating expenses excluding depreciation	362,552	531,901	229,449	13,737,314	14,861,216
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	3,137,448	168,099	970,551	(913,213)	3,362,885
DEPRECIATION	1,770,134	58,738	998,784	-	2,827,656
OPERATING INCOME (LOSS)	1,367,314	109,361	(28,233)	(913,213)	535,229
NONOPERATING REVENUE/EXPENSE					
Investment income	301,383	23,048	592,681	261,525	1,178,637
Miscellaneous revenue	22,500	-	-	24,192	46,692
Gain on disposal of capital assets	289,358	-	-	-	289,358
Total nonoperating revenue/expense	613,241	23,048	592,681	285,717	1,514,687
INCOME BEFORE TRANSFERS	1,980,555	132,409	564,448	(627,496)	2,049,916
TRANSFERS AND CAPITAL GRANTS					
Transfers in	-	-	17,847,029	-	17,847,029
Capital grants	134,967	-	-	-	134,967
Total transfers	134,967	-	17,847,029	-	17,981,996
CHANGE IN NET POSITION	2,115,522	132,409	18,411,477	(627,496)	20,031,912
NET POSITION, MAY 1	15,128,222	574,853	22,005,527	6,227,141	43,935,743
NET POSITION, APRIL 30	\$ 17,243,744	\$ 707,262	\$ 40,417,004	\$ 5,599,645	\$ 63,967,655

See independent auditor's report.

VILLAGE OF SCHAUMBURG, ILLINOIS
 COMBINING STATEMENT OF CASH FLOWS
 INTERNAL SERVICE FUNDS
 For the Year Ended April 30, 2024

	Vehicle Replacement	Technology Replacement	Building Replacement	Risk Management	Total
CASH FLOWS FROM (FOR) OPERATING ACTIVITIES					
Receipts from interfund service transactions	\$ 3,500,249	\$ 700,000	\$ 1,147,354	\$ 12,824,101	\$ 18,171,704
Receipts from miscellaneous revenues	-	-	-	24,192	24,192
Payments to suppliers	400,760	(403,765)	(340,329)	(13,719,448)	(14,062,782)
Net cash from (for) operating activities	3,901,009	296,235	807,025	(871,155)	4,133,114
CASH FLOWS FROM (FOR) CAPITAL AND RELATED FINANCING ACTIVITIES					
Purchase of property and equipment	(3,415,746)	(54,661)	(252,753)	-	(3,723,160)
Proceeds from the sale of equipment	289,358	-	-	-	289,358
Net cash from (for) capital and related financing activities	(3,126,388)	(54,661)	(252,753)	-	(3,433,802)
CASH FLOWS FROM (FOR) INVESTING ACTIVITIES					
Purchase of investments	(21,121)	-	(167,281)	(10,676)	(199,078)
Investment income received	298,395	23,048	559,850	248,719	1,130,012
Net cash from (for) investing activities	277,274	23,048	392,569	238,043	930,934
CASH FLOWS FROM (FOR) NONCAPITAL FINANCING ACTIVITIES					
Transfers in	-	-	17,847,029	-	17,847,029
Due to/from other funds	-	-	-	(46,336)	(46,336)
Net cash from (for) noncapital financing activities	-	-	17,847,029	(46,336)	17,800,693
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	1,051,895	264,622	18,793,870	(679,448)	19,430,939
CASH AND CASH EQUIVALENTS, MAY 1	6,899,080	360,227	4,388,878	6,219,789	17,867,974
CASH AND CASH EQUIVALENTS, APRIL 30	\$ 7,950,975	\$ 624,849	\$ 23,182,748	\$ 5,540,341	\$ 37,298,913
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FLOWS FROM OPERATING ACTIVITIES					
Operating income (loss)	\$ 1,367,314	\$ 109,361	\$ (28,233)	\$ (913,213)	\$ 535,229
Adjustments to reconcile operating income (loss) to net cash from operating activities					
Depreciation	1,770,134	58,738	998,784	-	2,827,656
Miscellaneous nonoperating income	-	-	-	24,192	24,192
Changes in assets and liabilities					
Receivables	249	-	-	-	249
Receivable from municipalities	-	-	(52,646)	-	(52,646)
Prepaid items	735,420	-	-	58,212	793,632
Accounts payable	27,892	128,136	(110,880)	(1,365)	43,783
Claims payable	-	-	-	(38,981)	(38,981)
NET CASH FROM OPERATING ACTIVITIES	\$ 3,901,009	\$ 296,235	\$ 807,025	\$ (871,155)	\$ 4,133,114
SUPPLEMENTAL SCHEDULE OF NONCASH INVESTING, CAPITAL AND FINANCING ACTIVITIES					
Increase (decrease) in fair value of investments	\$ (2,439)	\$ -	\$ (17,835)	\$ (7,447)	\$ (27,721)
TOTAL NONCASH TRANSACTIONS	\$ (2,439)	\$ -	\$ (17,835)	\$ (7,447)	\$ (27,721)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENSES AND
CHANGES IN NET POSITION - BUDGET AND ACTUAL
VEHICLE REPLACEMENT FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
OPERATING REVENUES				
Charges for services				
Vehicle rental charges	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000	\$ -
OPERATING EXPENSES EXCLUDING DEPRECIATION				
Other operating expenses	3,889,257	3,909,257	362,552	(3,546,705)
Total operating expenses excluding depreciation	3,889,257	3,909,257	362,552	(3,546,705)
OPERATING INCOME (LOSS) BEFORE DEPRECIATION				
	(389,257)	(409,257)	3,137,448	3,546,705
DEPRECIATION				
	1,650,000	1,650,000	1,770,134	120,134
OPERATING INCOME (LOSS)				
	(2,039,257)	(2,059,257)	1,367,314	3,426,571
NONOPERATING REVENUE				
Investment income	162,000	162,000	301,383	139,383
Grants	-	-	134,967	134,967
Miscellaneous revenue	-	-	22,500	22,500
Gain on disposal of capital assets	175,150	175,150	289,358	114,208
Total nonoperating revenue	337,150	337,150	748,208	411,058
CHANGE IN NET POSITION				
	\$ (1,702,107)	\$ (1,722,107)	2,115,522	\$ 3,837,629
NET POSITION, MAY 1			15,128,222	
NET POSITION, APRIL 30			\$ 17,243,744	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENSES AND
CHANGES IN NET POSITION - BUDGET AND ACTUAL
TECHNOLOGY REPLACEMENT FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
OPERATING REVENUES				
Charges for services				
Equipment rental charges	\$ 712,500	\$ 712,500	\$ 700,000	\$ (12,500)
OPERATING EXPENSES				
EXCLUDING DEPRECIATION				
Other operating expenses	709,155	709,155	531,901	(177,254)
Total operating expenses excluding depreciation	709,155	709,155	531,901	(177,254)
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	3,345	3,345	168,099	164,754
DEPRECIATION	30,000	30,000	58,738	28,738
OPERATING INCOME (LOSS)	(26,655)	(26,655)	109,361	136,016
NONOPERATING REVENUE/EXPENSE				
Investment income	13,200	13,200	23,048	9,848
Total nonoperating revenue/expense	13,200	13,200	23,048	9,848
CHANGE IN NET POSITION	\$ (13,455)	\$ (13,455)	132,409	\$ 145,864
NET POSITION, MAY 1			574,853	
NET POSITION, APRIL 30			\$ 707,262	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENSES AND
CHANGES IN NET POSITION- BUDGET AND ACTUAL
BUILDING REPLACEMENT FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
OPERATING REVENUES				
Charges for services				
Building charges	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ -
OPERATING EXPENSES				
EXCLUDING DEPRECIATION				
Other operating expenses	746,510	842,758	229,449	(613,309)
Total operating expenses excluding depreciation	746,510	842,758	229,449	(613,309)
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	453,490	357,242	970,551	613,309
DEPRECIATION	950,000	950,000	998,784	48,784
OPERATING INCOME (LOSS)	(496,510)	(592,758)	(28,233)	564,525
NONOPERATING REVENUE				
Investment income	420,000	420,000	592,681	172,681
Total nonoperating revenue	420,000	420,000	592,681	172,681
INCOME (LOSS) BEFORE TRANSFERS	(76,510)	(172,758)	564,448	737,206
TRANSFERS				
Transfers in	-	-	17,847,029	17,847,029
Total transfers	-	-	17,847,029	17,847,029
CHANGE IN NET POSITION	<u>\$ (76,510)</u>	<u>\$ (172,758)</u>	18,411,477	<u>\$ 18,584,235</u>
NET POSITION, MAY 1			<u>22,005,527</u>	
NET POSITION, APRIL 30			<u>\$ 40,417,004</u>	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENSES AND
CHANGES IN NET POSITION - BUDGET AND ACTUAL
RISK MANAGEMENT FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
OPERATING REVENUES				
Charges for services				
Property and casualty	\$ 1,085,876	\$ 1,085,876	\$ 1,085,876	\$ -
Workers' compensation	932,781	932,781	932,775	(6)
Employee benefits	10,977,057	10,977,057	10,805,450	(171,607)
Total operating revenues	12,995,714	12,995,714	12,824,101	(171,613)
OPERATING EXPENSES				
Contractual services				
Property and casualty	1,279,163	1,279,163	1,631,951	352,788
Workers compensation	946,937	946,937	672,512	(274,425)
Employee benefits	11,315,290	11,315,290	11,432,851	117,561
Total operating expenses	13,541,390	13,541,390	13,737,314	195,924
OPERATING INCOME (LOSS)	(545,676)	(545,676)	(913,213)	(367,537)
NONOPERATING REVENUE				
Investment income	121,200	121,200	261,525	140,325
Miscellaneous revenue				
Claim settlement	14,087	14,087	-	(14,087)
Other	-	-	24,192	24,192
Total nonoperating revenue	135,287	135,287	285,717	150,430
CHANGE IN NET POSITION	\$ (410,389)	\$ (410,389)	(627,496)	\$ (217,107)
NET POSITION, MAY 1			6,227,141	
NET POSITION, APRIL 30			\$ 5,599,645	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES - BUDGET AND ACTUAL
GENERAL FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
TAXES				
Hotel tax	\$ 3,959,986	\$ 3,959,986	\$ 3,894,166	\$ (65,820)
Food and beverage taxes	5,939,967	5,939,967	6,358,372	418,405
Foreign fire insurance tax	200,000	200,000	199,093	(907)
Real estate transfer tax	-	-	(224)	(224)
Local recreational cannabis tax	1,175,000	1,175,000	960,116	(214,884)
Automobile rental tax	135,000	135,000	146,369	11,369
Home rule sales tax	21,000,000	22,500,000	23,877,874	1,377,874
Property tax - general	8,435,643	8,435,643	8,322,336	(113,307)
Property tax - police pension	5,984,561	5,984,561	5,948,299	(36,262)
Property tax - fire pension	5,059,378	5,059,378	5,030,025	(29,353)
Total taxes	51,889,535	53,389,535	54,736,426	1,346,891
LICENSES AND PERMITS				
Licenses				
Liquor	568,351	568,351	610,381	42,030
Business	825,000	825,000	923,019	98,019
Vending machines	23,000	23,000	18,074	(4,926)
Rental license	390,000	390,000	403,946	13,946
Other	15,000	15,000	4,018	(10,982)
Entertainment	5,000	5,000	5,925	925
Video gaming	80,000	80,000	79,500	(500)
Permits				
Building				
Single family	250,000	250,000	258,988	8,988
Townhouses	424,685	424,685	437,000	12,315
Other	616,898	616,898	354,949	(261,949)
Commercial	500,000	620,000	924,564	304,564
Industrial	-	35,250	-	(35,250)
Fences	9,500	9,500	12,930	3,430
Small cell antenna	5,000	5,000	650	(4,350)
Public improvements	150,000	150,000	165,738	15,738
Sign	120,500	120,500	125,708	5,208
Special events	5,500	5,500	5,906	406
Utility permits	30,000	30,000	9,366	(20,634)
Overweight truck permit	14,380	14,380	19,060	4,680
Total licenses and permits	4,032,814	4,188,064	4,359,722	171,658
INTERGOVERNMENTAL				
Revenues from other agencies				
Sales tax	36,000,000	39,000,000	42,156,724	3,156,724
Income tax	11,887,173	11,887,173	12,888,100	1,000,927
Recreational cannabis tax	140,000	140,000	123,983	(16,017)
Video gaming tax	275,000	275,000	267,695	(7,305)
County gasoline tax rebate	15,000	15,000	-	(15,000)
Village share of township road and bridg	565,000	565,000	590,448	25,448
Personal property replacement tax	65,000	65,000	39,836	(25,164)
Operating assistance - RTA	270,815	270,815	262,658	(8,157)
Total intergovernmental	49,217,988	52,217,988	56,329,444	4,111,456

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
CHARGES FOR SERVICES				
Cable TV franchise fees	\$ 1,102,500	\$ 1,102,500	\$ 943,813	\$ (158,687)
Zoning fees	120,000	120,000	155,708	35,708
Plan and specification fees	-	-	525	525
Plat recording fees	315	315	700	385
Electrical inspection fees	55,000	55,000	72,205	17,205
Elevator inspection fees	110,000	110,000	88,392	(21,608)
Code violation fees	13,500	13,500	12,723	(777)
Occupancy permit fees	72,000	72,000	84,191	12,191
Nicor franchise fees	73,000	73,000	108,876	35,876
Sale of ordinance, maps and codes	50	50	-	(50)
Street signs	300	300	476	176
Family counseling fees	35,000	35,000	12,611	(22,389)
Mass transit fares	95,500	95,500	64,148	(31,352)
Security alarm service and fees	117,000	117,000	55,650	(61,350)
Ambulance service fees	7,100,000	7,100,000	6,484,227	(615,773)
Police - youth consultant fees	515,442	515,442	583,075	67,633
Police - traffic and miscellaneous details	95,000	95,000	215,659	120,659
Police accident reports	19,000	19,000	17,210	(1,790)
Fire permit fees	145,000	145,000	174,415	29,415
Fire EMS Services	10,000	10,000	39,705	29,705
Fire 3rd inspection fees	-	-	32,700	32,700
Plumbing and fixture fees	24,962	24,962	22,706	(2,256)
Prairie Center ticket sales	370,000	370,000	436,087	66,087
Building rentals	115,000	115,000	132,848	17,848
Building labor	105,000	105,000	113,554	8,554
Building commission	-	-	888	888
PCA miscellaneous fees	18,000	18,000	9,049	(8,951)
Other penalty fees	1,000	1,000	1,009	9
Fire Systems plan review fee	-	-	401	401
Total charges for services	10,312,569	10,312,569	9,863,551	(449,018)
FINES AND FORFEITS				
County	200,000	200,000	203,320	3,320
Village	800,000	800,000	861,164	61,164
Other fines - Village	73,000	73,000	136,706	63,706
Administrative tow fine	600,000	600,000	560,900	(39,100)
Booking fees	10,000	3,870	3,870	-
Police-SOR fees	1,600	1,600	1,960	360
Total fines and forfeits	1,684,600	1,678,470	1,767,920	89,450

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
GRANTS	\$ 1,231,311	\$ 1,231,311	\$ 674,911	\$ (556,400)
INVESTMENT INCOME	1,460,640	2,960,640	3,520,963	560,323
MISCELLANEOUS				
Public parking area revenue	32,000	32,000	76,052	44,052
PCA book sales	-	-	2,140	2,140
Septemberfest	130,700	144,918	145,219	301
Program ads	1,500	1,500	-	(1,500)
Septemberfest food & beverage	84,000	94,046	94,476	430
Arts & crafts revenue	55,000	62,500	62,816	316
Septemberfest sponsorship	105,000	117,770	117,770	-
Seizure - other	-	-	1,591	1,591
Seizure - money laundering	-	-	5,828	5,828
Community Grant program	20,000	20,000	16,388	(3,612)
SYO revenue	70,500	70,500	56,453	(14,047)
SYC fund raising	25,000	25,000	17,703	(7,297)
Donations	-	-	12,000	12,000
Foundation gifts	40,000	40,000	42,056	2,056
Barn donations	12,000	12,000	10,752	(1,248)
Nursing donations	2,000	2,000	1,500	(500)
DUI technology	10,000	10,000	-	(10,000)
Auction - miscellaneous items	5,000	5,000	19,406	14,406
Insurance claim settlements	-	-	6,718	6,718
Accident reimbursement	2,000	2,000	21,875	19,875
Employee reimbursement	-	-	24	24
Police/fire donations	25,000	25,000	39,424	14,424
Neutral host lease	32,000	32,000	36,525	4,525
Small cell antenna leases	43,000	43,000	57,506	14,506
Rebates	16,000	16,000	21,568	5,568
Miscellaneous	140,000	140,000	290,146	150,146
Local debt recovery program	125,000	125,000	113,377	(11,623)
Village special events	20,000	20,000	21,763	1,763
Electrical aggregation	-	-	894	894
Gain/Loss on Sale of Asset	-	-	12,791	12,791
Total miscellaneous	995,700	1,040,234	1,304,761	264,527
TOTAL REVENUES	\$ 120,825,157	\$ 127,018,811	\$ 132,557,698	\$ 5,538,887

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
GENERAL GOVERNMENT				
Village President and Board of Trustees				
Mayor's Office				
Personnel services	\$ 247,740	\$ 248,142	\$ 255,081	\$ 6,939
Supplies	15,744	15,744	9,234	(6,510)
Services and charges	81,421	81,421	73,558	(7,863)
Total	<u>344,905</u>	<u>345,307</u>	<u>337,873</u>	<u>(7,434)</u>
Clerk's Office				
Personnel services	18,465	18,465	14,506	(3,959)
Supplies	425	425	791	366
Services and charges	8,310	8,310	1,432	(6,878)
Total	<u>27,200</u>	<u>27,200</u>	<u>16,729</u>	<u>(10,471)</u>
Boards and Commissions				
Plan Commission				
Personnel services	10,240	10,240	8,836	(1,404)
Supplies	3,570	3,570	-	(3,570)
Services and charges	1,610	1,610	754	(856)
Total	<u>15,420</u>	<u>15,420</u>	<u>9,590</u>	<u>(5,830)</u>
Zoning Board				
Personnel services	13,990	13,990	14,936	946
Supplies	-	-	-	-
Services and charges	13,580	13,580	9,625	(3,955)
Total	<u>27,570</u>	<u>27,570</u>	<u>24,561</u>	<u>(3,009)</u>
Blood Program Committee				
Personnel services	3,505	3,505	3,821	316
Other services and charges	-	-	-	-
Supplies	735	735	652	(83)
Total	<u>4,240</u>	<u>4,240</u>	<u>4,473</u>	<u>233</u>
Fire and Police Commission				
Personnel services	39,276	39,276	15,451	(23,825)
Supplies	100	100	138	38
Services and charges	141,080	141,080	150,341	9,261
Total	<u>180,456</u>	<u>180,456</u>	<u>165,930</u>	<u>(14,526)</u>
Board of Health				
Personnel services	2,705	2,705	2,772	67
Total	<u>2,705</u>	<u>2,705</u>	<u>2,772</u>	<u>67</u>

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
GENERAL GOVERNMENT (Continued)				
Boards and Commissions (Continued)				
Environmental Committee				
Personnel services	\$ 4,380	\$ 4,380	\$ 5,059	\$ 679
Supplies	250	250	228	(22)
Total	4,630	4,630	5,287	657
Business Development Commission				
Supplies	15,000	15,000	14,658	(342)
Total	15,000	15,000	14,658	(342)
Electrical Commission				
Personnel services	4,441	4,441	3,015	(1,426)
Total	4,441	4,441	3,015	(1,426)
Committee on Aging				
Personnel services	6,611	6,611	5,921	(690)
Supplies	2,950	2,950	2,723	(227)
Total	9,561	9,561	8,644	(917)
Bikeways Advisory Committee				
Personnel services	5,370	5,370	4,441	(929)
Services and charges	85	85	85	-
Total	5,455	5,455	4,526	(929)
Peer Jury				
Personnel services	2,146	2,146	1,884	(262)
Supplies	450	450	424	(26)
Total	2,596	2,596	2,308	(288)
Cultural Commission				
Personnel services	7,050	7,050	6,486	(564)
Total	7,050	7,050	6,486	(564)
Sister Cities Commission				
Personnel services	5,931	5,931	5,840	(91)
Supplies	5,550	5,550	42	(5,508)
Services and charges	560	560	50	(510)
Total	12,041	12,041	5,932	(6,109)

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
GENERAL GOVERNMENT (Continued)				
Boards and Commissions (Continued)				
Septemberfest Committee				
Personnel services	\$ 18,300	\$ 18,300	\$ 19,188	\$ 888
Total	<u>18,300</u>	<u>18,300</u>	<u>19,188</u>	<u>888</u>
Manager's Office				
Management				
Personnel services	1,146,475	1,024,852	1,087,098	62,246
Supplies	9,914	9,914	4,861	(5,053)
Services and charges	357,557	357,557	262,431	(95,126)
Miscellaneous	25,000	25,000	-	(25,000)
Total	<u>1,538,946</u>	<u>1,417,323</u>	<u>1,354,390</u>	<u>(62,933)</u>
Legal Services				
Supplies	150	150	124	(26)
Services and charges	494,290	494,290	535,767	41,477
Total	<u>494,440</u>	<u>494,440</u>	<u>535,891</u>	<u>41,451</u>
Communications				
Personnel services	475,407	476,791	492,729	15,938
Supplies	88,250	88,250	82,623	(5,627)
Services and charges	288,074	293,874	230,412	(63,462)
Total	<u>851,731</u>	<u>858,915</u>	<u>805,764</u>	<u>(53,151)</u>
Finance Department				
Financial Management				
Personnel services	531,516	500,736	480,203	(20,533)
Supplies	6,065	6,065	2,300	(3,765)
Services and charges	65,973	96,973	69,493	(27,480)
Miscellaneous	-	-	993	993
Total	<u>603,554</u>	<u>603,774</u>	<u>552,989</u>	<u>(50,785)</u>
Financial Reporting				
Personnel services	428,148	442,094	488,622	46,528
Supplies	2,000	2,000	2,415	415
Services and charges	42,790	43,390	41,419	(1,971)
Miscellaneous	1,500,000	2,000,000	1,976,399	(23,601)
Total	<u>1,972,938</u>	<u>2,487,484</u>	<u>2,508,855</u>	<u>21,371</u>

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
GENERAL GOVERNMENT (Continued)				
Finance Department (Continued)				
Procurement				
Personnel services	\$ 355,679	\$ 367,582	\$ 368,132	\$ 550
Supplies	5,060	5,060	5,080	20
Services and charges	14,114	14,114	14,816	702
Total	<u>374,853</u>	<u>386,756</u>	<u>388,028</u>	<u>1,272</u>
Revenue Management				
Personnel services	179,941	179,517	228,801	49,284
Supplies	2,775	2,775	1,443	(1,332)
Services and charges	117,508	117,508	97,583	(19,925)
Total	<u>300,224</u>	<u>299,800</u>	<u>327,827</u>	<u>28,027</u>
Licensing				
Personnel services	229,212	208,600	195,620	(12,980)
Supplies	12,235	12,235	10,111	(2,124)
Services and charges	1,431	1,431	1,332	(99)
Total	<u>242,878</u>	<u>222,266</u>	<u>207,063</u>	<u>(15,203)</u>
Information Technology Department				
Support Services				
Personnel services	752,250	688,112	699,386	11,274
Supplies	2,033	2,033	1,724	(309)
Services and charges	1,263,887	1,252,922	1,240,362	(12,560)
Capital outlay	225,000	225,000	163,495	(61,505)
Total	<u>2,243,170</u>	<u>2,168,067</u>	<u>2,104,967</u>	<u>(63,100)</u>
Application Acquisition and Development				
Personnel services	672,144	711,254	716,237	4,983
Services and charges	262,602	118,031	101,345	(16,686)
Total	<u>934,746</u>	<u>829,285</u>	<u>817,582</u>	<u>(11,703)</u>
Maintenance				
Personnel services	640,280	662,602	666,173	3,571
Supplies	30,400	30,400	27,762	(2,638)
Services and charges	606,528	606,528	591,411	(15,117)
Total	<u>1,277,208</u>	<u>1,299,530</u>	<u>1,285,346</u>	<u>(14,184)</u>
Customer Service Center				
Personnel services	373,890	378,589	379,729	1,140
Services and charges	3,224	3,224	1,862	(1,362)
Total	<u>377,114</u>	<u>381,813</u>	<u>381,591</u>	<u>(222)</u>

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
GENERAL GOVERNMENT (Continued)				
Human Resources Department				
Administration				
Personnel services	\$ 406,699	\$ 356,910	\$ 308,692	\$ (48,218)
Supplies	3,032	3,032	2,934	(98)
Services and charges	38,754	68,754	64,797	(3,957)
Total	448,485	428,696	376,423	(52,273)
Benefits				
Personnel services	153,832	159,018	155,743	(3,275)
Services and charges	1,201	1,201	291	(910)
Total	155,033	160,219	156,034	(4,185)
Organizational Development				
Personnel services	261,589	270,469	239,553	(30,916)
Supplies	3,350	3,350	3,305	(45)
Services and charges	384,282	466,822	425,480	(41,342)
Total	649,221	740,641	668,338	(72,303)
Risk Management and Safety				
Personnel services	90,995	94,110	92,334	(1,776)
Services and charges	22,370	22,370	11,218	(11,152)
Total	113,365	116,480	103,552	(12,928)
Employee Labor Relations				
Personnel services	52,065	53,821	15,236	(38,585)
Services and charges	78,224	78,224	71,313	(6,911)
Total	130,289	132,045	86,549	(45,496)
Recruitment and Compensation				
Personnel services	141,236	145,938	153,998	8,060
Supplies	500	500	444	(56)
Services and charges	88,239	152,189	151,536	(653)
Total	229,975	298,627	305,978	7,351
Community Development Department				
Administration				
Personnel services	633,750	534,979	560,795	25,816
Supplies	5,080	5,080	6,695	1,615
Services and charges	115,427	115,427	116,897	1,470
Total	754,257	655,486	684,387	28,901
Permit Services				
Personnel services	1,736,331	1,611,164	1,586,098	(25,066)
Supplies	4,700	4,700	5,390	690
Services and charges	717,900	1,134,141	942,478	(191,663)
Total	2,458,931	2,750,005	2,533,966	(216,039)

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
GENERAL GOVERNMENT (Continued)				
Community Development Department (Continued)				
Economic Development				
Personnel services	\$ 520,522	\$ 522,347	\$ 523,542	\$ 1,195
Supplies	4,905	4,905	4,542	(363)
Services and charges	779,587	570,087	550,366	(19,721)
Total	<u>1,305,014</u>	<u>1,097,339</u>	<u>1,078,450</u>	<u>(18,889)</u>
Planning				
Personnel services	769,221	793,097	797,758	4,661
Supplies	1,800	1,800	937	(863)
Services and charges	28,799	34,799	31,582	(3,217)
Total	<u>799,820</u>	<u>829,696</u>	<u>830,277</u>	<u>581</u>
Transit Program Department				
DART Program				
Personnel services	132,665	131,012	116,390	(14,622)
Supplies	97,035	97,035	76,454	(20,581)
Services and charges	1,751,099	1,751,099	1,718,638	(32,461)
Total	<u>1,980,799</u>	<u>1,979,146</u>	<u>1,911,482</u>	<u>(67,664)</u>
Taxi Subsidy Program				
Personnel services	7,039	7,313	1,585	(5,728)
Supplies	35	35	36	1
Services and charges	3,000	3,000	1,200	(1,800)
Total	<u>10,074</u>	<u>10,348</u>	<u>2,821</u>	<u>(7,527)</u>
PACE Route 602				
Personnel services	4,062	4,269	-	(4,269)
Total	<u>4,062</u>	<u>4,269</u>	<u>-</u>	<u>(4,269)</u>
Woodfield Trolley Service				
Personnel services	27,932	29,105	4,894	(24,211)
Supplies	335	335	4	(331)
Services and charges	360,112	360,112	353,442	(6,670)
Total	<u>388,379</u>	<u>389,552</u>	<u>358,340</u>	<u>(31,212)</u>
Redevelopment Agreements				
Services and charges	1,500,000	1,500,000	1,500,000	-
Total	<u>1,500,000</u>	<u>1,500,000</u>	<u>1,500,000</u>	<u>-</u>
Refuse Disposal Department				
Services and charges	5,015,000	5,015,000	4,936,946	(78,054)
Total	<u>5,015,000</u>	<u>5,015,000</u>	<u>4,936,946</u>	<u>(78,054)</u>
Subtotal	<u>27,836,076</u>	<u>28,238,974</u>	<u>27,435,808</u>	<u>(803,166)</u>
Reimbursements from the Water and Sewer Fund	(906,806)	(906,806)	(906,806)	-
Total general government	<u>26,929,270</u>	<u>27,332,168</u>	<u>26,529,002</u>	<u>(803,166)</u>

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
PUBLIC SAFETY				
Police Department				
Support Services				
Personnel services	\$ 3,157,872	\$ 2,731,325	\$ 2,580,241	\$ (151,084)
Supplies	227,819	227,819	210,212	(17,607)
Services and charges	2,033,197	2,050,718	1,995,234	(55,484)
Capital outlay	663,615	630,004	564,885	(65,119)
Total	<u>6,082,503</u>	<u>5,639,866</u>	<u>5,350,572</u>	<u>(289,294)</u>
Patrol				
Personnel services	16,968,823	17,295,290	17,041,258	(254,032)
Supplies	68,716	76,716	71,878	(4,838)
Services and charges	483,445	483,445	488,517	5,072
Capital outlay	68,560	68,560	65,920	(2,640)
Miscellaneous	-	-	4,785	4,785
Total	<u>17,589,544</u>	<u>17,924,011</u>	<u>17,672,358</u>	<u>(251,653)</u>
Traffic Services				
Personnel services	4,338,607	4,401,699	4,585,539	183,840
Supplies	6,027	6,027	6,342	315
Services and charges	276,790	276,790	268,149	(8,641)
Capital outlay	73,489	73,489	9,411	(64,078)
Miscellaneous	100	100	-	(100)
Total	<u>4,695,013</u>	<u>4,758,105</u>	<u>4,869,441</u>	<u>111,336</u>
Investigative Services				
Personnel services	4,524,712	4,616,182	4,770,418	154,236
Supplies	30,926	30,926	27,936	(2,990)
Services and charges	163,239	163,239	153,391	(9,848)
Capital outlay	15,497	15,497	14,798	(699)
Miscellaneous	-	-	7,974	7,974
Total	<u>4,734,374</u>	<u>4,825,844</u>	<u>4,974,517</u>	<u>148,673</u>
Crime Prevention Services				
Personnel services	175,009	177,661	335,452	157,791
Supplies	20,536	20,536	19,003	(1,533)
Services and charges	6,904	6,904	6,373	(531)
Total	<u>202,449</u>	<u>205,101</u>	<u>360,828</u>	<u>155,727</u>
Fire Department				
Support Services				
Personnel services	1,217,350	1,145,567	1,159,297	13,730
Supplies	216,606	216,607	213,240	(3,367)
Services and charges	881,805	881,805	848,688	(33,117)
Capital outlay	5,025	5,025	4,817	(208)
Total	<u>2,320,786</u>	<u>2,249,004</u>	<u>2,226,042</u>	<u>(22,962)</u>

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
PUBLIC SAFETY (Continued)				
Fire Department (Continued)				
Special Operations				
Personnel services	\$ 115,263	\$ 115,263	\$ 99,913	\$ (15,350)
Supplies	18,869	18,869	15,815	(3,054)
Services and charges	32,075	32,075	24,952	(7,123)
Capital outlay	21,600	21,600	21,188	(412)
Total	187,807	187,807	161,868	(25,939)
Fire Suppression				
Personnel services	16,130,150	16,343,345	15,944,058	(399,287)
Supplies	107,928	107,928	111,321	3,393
Services and charges	1,858,775	1,858,775	1,854,496	(4,279)
Capital outlay	822,573	822,573	777,157	(45,416)
Total	18,919,426	19,132,621	18,687,032	(445,589)
Emergency Medical Services				
Personnel services	6,637,630	6,678,312	7,156,418	478,106
Supplies	52,700	44,700	42,136	(2,564)
Services and charges	205,455	205,455	183,639	(21,816)
Capital outlay	99,100	107,100	108,085	985
Total	6,994,885	7,035,567	7,490,278	454,711
Emergency Management Agency				
Personnel services	144,301	145,413	151,428	6,015
Supplies	500	500	488	(12)
Services and charges	39,060	39,060	42,171	3,111
Capital outlay	50,000	50,000	50,000	-
Total	233,861	234,973	244,087	9,114
Community Risk Reduction				
Personnel services	461,124	463,612	416,190	(47,422)
Supplies	13,634	13,634	12,154	(1,480)
Services and charges	28,159	28,159	47,153	18,994
Total	502,917	505,405	475,497	(29,908)
Logistical Support				
Personnel services	123,075	124,001	125,798	1,797
Supplies	6,500	6,500	7,317	817
Services and charges	233,564	233,564	225,395	(8,169)
Total	363,139	364,065	358,510	(5,555)
Total public safety	\$ 62,826,704	\$ 63,062,369	\$ 62,871,030	\$ (191,339)

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
HIGHWAYS AND STREETS				
Engineering and Public Works				
Administration				
Personnel services	\$ 895,001	\$ 823,428	\$ 812,223	\$ (11,205)
Supplies	13,992	13,992	12,295	(1,697)
Services and charges	529,330	529,330	529,352	22
Total	<u>1,438,323</u>	<u>1,366,750</u>	<u>1,353,870</u>	<u>(12,880)</u>
Building Maintenance				
Personnel services	700,094	711,429	811,706	100,277
Supplies	57,850	57,850	64,744	6,894
Services and charges	793,587	847,212	842,435	(4,777)
Capital outlay	183,100	190,913	148,316	(42,597)
Total	<u>1,734,631</u>	<u>1,807,404</u>	<u>1,867,201</u>	<u>59,797</u>
Engineering				
Personnel services	933,589	861,003	630,679	(230,324)
Supplies	5,255	5,255	3,461	(1,794)
Services and charges	510,114	510,114	456,806	(53,308)
Total	<u>1,448,958</u>	<u>1,376,372</u>	<u>1,090,946</u>	<u>(285,426)</u>
Landscape Division				
Personnel services	968,940	983,752	975,235	(8,517)
Supplies	431,694	431,694	425,218	(6,476)
Services and charges	1,361,023	1,432,695	1,347,857	(84,838)
Capital outlay	13,200	16,602	17,842	1,240
Total	<u>2,774,857</u>	<u>2,864,743</u>	<u>2,766,152</u>	<u>(98,591)</u>
Street Maintenance				
Personnel services	2,321,343	2,352,413	2,252,091	(100,322)
Supplies	345,825	345,825	386,922	41,097
Services and charges	916,975	935,975	858,093	(77,882)
Capital outlay	37,560	37,560	18,601	(18,959)
Total	<u>3,621,703</u>	<u>3,671,773</u>	<u>3,515,707</u>	<u>(156,066)</u>
After Hours Customer Service				
Personnel services	227,559	231,155	281,001	49,846
Supplies	83,000	83,000	69,352	(13,648)
Services and charges	335,852	335,852	272,531	(63,321)
Total	<u>646,411</u>	<u>650,007</u>	<u>622,884</u>	<u>(27,123)</u>
Fleet Operations				
Personnel services	1,071,059	1,087,964	1,073,539	(14,425)
Supplies	1,212,000	1,212,000	1,242,971	30,971
Services and charges	661,751	660,626	511,770	(148,856)
Capital outlay	155,000	155,000	152,220	(2,780)
Total	<u>3,099,810</u>	<u>3,115,590</u>	<u>2,980,500</u>	<u>(135,090)</u>

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
HIGHWAYS AND STREETS (Continued)				
Olde Schaumburg Historical District				
Supplies	\$ 23,650	\$ 23,650	\$ 22,863	\$ (787)
Services and charges	230,700	230,700	230,195	(505)
Miscellaneous	190,900	153,660	95,105	(58,555)
Total	445,250	408,010	348,163	(59,847)
Transportation Department				
Administration				
Personnel services	319,038	315,517	265,009	(50,508)
Supplies	629	629	1,146	517
Services and charges	80,776	80,776	66,058	(14,718)
Total	400,443	396,922	332,213	(64,709)
Bikeways				
Personnel services	170,810	174,679	177,005	2,326
Supplies	1,745	1,745	1,328	(417)
Services and charges	3,552	3,552	2,235	(1,317)
Total	176,107	179,976	180,568	592
Traffic				
Personnel services	58,585	60,168	45,917	(14,251)
Supplies	1,470	1,470	882	(588)
Services and charges	63,933	63,933	39,246	(24,687)
Total	123,988	125,571	86,045	(39,526)
Total highways and streets	15,910,481	15,963,118	15,144,249	(818,869)
HEALTH AND WELFARE				
Human Services				
Personnel services	678,744	697,196	650,858	(46,338)
Supplies	12,714	12,714	48,414	35,700
Services and charges	317,043	317,043	273,057	(43,986)
Capital outlay	900	900	4,419	3,519
Miscellaneous	2,000	2,000	-	(2,000)
Total	1,011,401	1,029,853	976,748	(53,105)
Public Health and Nursing				
Personnel services	485,694	488,569	467,461	(21,108)
Supplies	19,974	19,974	15,965	(4,009)
Services and charges	119,916	119,916	116,601	(3,315)
Miscellaneous	8,000	12,000	14,218	2,218
Capital outlay	2,500	2,500	5,531	3,031
Total	636,084	642,959	619,776	(23,183)

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND (continued)

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
HEALTH AND WELFARE (continued)				
Inspection Services				
Personnel services	\$ 1,187,413	\$ 1,170,977	\$ 1,123,827	\$ (47,150)
Supplies	7,575	7,575	13,334	5,759
Services and charges	141,965	181,965	159,000	(22,965)
Total	<u>1,336,953</u>	<u>1,360,517</u>	<u>1,296,161</u>	<u>(64,356)</u>
Total health and welfare	<u>2,984,438</u>	<u>3,033,329</u>	<u>2,892,685</u>	<u>(140,644)</u>
CULTURE AND RECREATION				
Department of Cultural Services				
Administration				
Personnel services	615,271	600,984	635,920	34,936
Supplies	20,006	20,006	16,157	(3,849)
Services and charges	293,408	293,408	287,681	(5,727)
Capital outlay	189,200	189,200	187,284	(1,916)
Total	<u>1,117,885</u>	<u>1,103,598</u>	<u>1,127,042</u>	<u>23,444</u>
Special Events				
Personnel services	398,024	438,695	422,759	(15,936)
Supplies	33,100	31,131	30,158	(973)
Services and charges	452,375	457,648	457,869	221
Total	<u>883,499</u>	<u>927,474</u>	<u>910,786</u>	<u>(16,688)</u>
Prairie Center Programming				
Personnel services	389,871	400,180	406,022	5,842
Supplies	31,675	34,675	29,840	(4,835)
Services and charges	458,137	488,137	490,811	2,674
Total	<u>879,683</u>	<u>922,992</u>	<u>926,673</u>	<u>3,681</u>
Total culture and recreation	<u>2,881,067</u>	<u>2,954,064</u>	<u>2,964,501</u>	<u>10,437</u>
TOTAL EXPENDITURES	<u>\$ 111,531,960</u>	<u>\$ 112,345,048</u>	<u>\$ 110,401,467</u>	<u>\$ (1,943,581)</u>

(This schedule is continued on the following pages.)

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
NORTH SCHAUMBURG TIF FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
REVENUES				
Property taxes	\$ 21,417,241	\$ 21,417,241	\$ 15,835,445	\$ (5,581,796)
Grants	182,000	190,098	2,692,348	2,502,250
Investment income	186,825	186,825	226,592	39,767
Miscellaneous revenue	-	-	16,275	16,275
Total revenues	21,786,066	21,794,164	18,770,660	(3,023,504)
EXPENDITURES				
General Government				
Supplies	10,000	10,000	-	(10,000)
Services and charges	1,042,267	2,225,467	1,131,408	(1,094,059)
Redevelopment agreement	24,332,059	15,913,622	7,913,622	(8,000,000)
Developer reimbursements	10,000,000	10,000,000	10,000,000	-
Debt service				
Interest expense	145,000	145,000	145,000	-
Bond issuance costs	-	-	45,000	45,000
Capital outlay				
Public improvements	2,759,500	2,294,056	584,398	(1,709,658)
Roadway improvements	2,385,000	3,285,434	2,000,879	(1,284,555)
Total expenditures	40,673,826	33,873,579	21,820,307	(12,053,272)
OTHER FINANCING SOURCES (USES)				
Transfers (out)	(4,026,856)	(4,026,856)	(5,158,236)	(1,131,380)
Bonds issued	10,000,000	10,000,000	-	(10,000,000)
Line of Credit Issued	-	-	10,000,000	10,000,000
Installment note issuance	11,000,000	11,000,000	-	(11,000,000)
Total other financing sources (uses)	16,973,144	16,973,144	4,841,764	(12,131,380)
NET CHANGE IN FUND BALANCE	\$ (1,914,616)	\$ 4,893,729	1,792,117	\$ (3,101,612)
FUND BALANCE, MAY 1			30,474,785	
FUND BALANCE, APRIL 30			\$ 32,266,902	

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF OPERATING REVENUES - BUDGET AND ACTUAL
WATERWORKS AND SEWERAGE FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
CHARGES FOR SERVICES				
Metered services	\$ 36,786,408	\$ 36,786,408	\$ 36,218,351	\$ (568,057)
Penalties	342,026	342,026	428,320	86,294
Total charges for services	37,128,434	37,128,434	36,646,671	(481,763)
TAP-ON FEES				
Residential				
Sewer	50,000	50,000	63,830	13,830
Water	70,000	70,000	86,240	16,240
Other	176	176	3,080	2,904
Total tap-on fees	120,176	120,176	153,150	32,974
MISCELLANEOUS				
Other				
Water meters	140,500	140,500	54,561	(85,939)
Hydrant rentals	2,005	2,005	15,383	13,378
Turn-on and turn-off fees	50,000	50,000	15,428	(34,572)
Total miscellaneous	192,505	192,505	85,372	(107,133)
Total operating revenues	\$ 37,441,115	\$ 37,441,115	\$ 36,885,193	\$ (555,922)

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF OPERATING EXPENSES - BUDGET AND ACTUAL
WATERWORKS AND SEWERAGE FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
FINANCE				
Revenue Management				
Personnel services	\$ 391,174	\$ 391,174	\$ 297,642	\$ (93,532)
Supplies	130,340	130,340	127,990	(2,350)
Services and charges	108,874	108,874	103,942	(4,932)
Total finance department	<u>630,388</u>	<u>630,388</u>	<u>529,574</u>	<u>(100,814)</u>
ENGINEERING AND PUBLIC WORKS				
Administration				
Personnel services	725,422	693,711	591,452	(102,259)
Supplies	12,470	12,470	11,220	(1,250)
Services and charges	436,686	436,686	413,182	(23,504)
Total	<u>1,174,578</u>	<u>1,142,867</u>	<u>1,015,854</u>	<u>(127,013)</u>
Engineering				
Personnel services	67,416	156,567	138,860	(17,707)
Services and charges	3,598	3,598	3,598	-
Total	<u>71,014</u>	<u>160,165</u>	<u>142,458</u>	<u>(17,707)</u>
Storm Sewer				
Personnel services	1,072,316	1,081,365	940,360	(141,005)
Supplies	95,950	95,950	93,546	(2,404)
Services and charges	534,289	534,289	515,297	(18,992)
Total	<u>1,702,555</u>	<u>1,711,604</u>	<u>1,549,203</u>	<u>(162,401)</u>
Water Distribution				
Personnel services	1,712,248	1,697,398	1,394,787	(302,611)
Supplies	223,480	251,980	269,413	17,433
Services and charges	18,094,845	17,941,932	16,913,154	(1,028,778)
Other operating expenses	50,800	90,193	86,063	(4,130)
Total	<u>20,081,373</u>	<u>19,981,503</u>	<u>18,663,417</u>	<u>(1,318,086)</u>
Sanitary Sewer				
Personnel services	846,531	853,311	685,230	(168,081)
Supplies	89,050	89,050	74,482	(14,568)
Services and charges	637,963	666,483	565,439	(101,044)
Other operating expenses	175,300	175,300	4,740	(170,560)
Total	<u>1,748,844</u>	<u>1,784,144</u>	<u>1,329,891</u>	<u>(454,253)</u>
After Hours Customer Services				
Personnel services	322,971	325,572	305,939	(19,633)
Supplies	7,700	7,700	5,817	(1,883)
Services and charges	254,009	254,009	213,218	(40,791)
Total	<u>584,680</u>	<u>587,281</u>	<u>524,974</u>	<u>(62,307)</u>

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF OPERATING EXPENSES - BUDGET AND ACTUAL
WATERWORKS AND SEWERAGE FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
ENGINEERING AND PUBLIC WORKS (Continued)				
Utility Projects				
Other operating expenses	\$ 19,696,159	\$ 17,060,662	\$ 1,198,416	\$ (15,862,246)
Total	<u>19,696,159</u>	<u>17,060,662</u>	<u>1,198,416</u>	<u>(15,862,246)</u>
Building Maintenance				
Supplies	1,000	4,500	6,348	1,848
Services and charges	530,200	715,446	133,096	(582,350)
Total	<u>531,200</u>	<u>719,946</u>	<u>139,444</u>	<u>(580,502)</u>
Total engineering public works	<u>45,590,403</u>	<u>43,148,172</u>	<u>24,563,657</u>	<u>(18,584,515)</u>
Administrative charge by the General Fund	<u>906,806</u>	<u>906,806</u>	<u>906,806</u>	<u>-</u>
Total operating expenses	<u>\$ 47,127,597</u>	<u>\$ 44,685,366</u>	<u>\$ 26,000,037</u>	<u>\$ (18,685,329)</u>

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF OPERATING REVENUES - BUDGET AND ACTUAL
SCHAUMBURG HOTEL AND CONVENTION CENTER FUND

For the Fiscal Year Ended December 31, 2023

	Original Budget	Final Budget	Actual	Variance Over (Under)
OPERATING REVENUES				
Charges for services				
Hotel room	\$ 18,290,584	\$ 18,290,584	\$ 18,692,588	\$ 402,004
Restaurant	3,201,072	3,201,072	3,449,906	248,834
Lounge	759,328	759,328	825,910	66,582
Audio visual	2,296,400	2,296,400	2,691,952	395,552
Banquet	18,313,600	18,313,600	17,837,899	(475,701)
Convention center	916,062	916,062	547,262	(368,800)
Total charges for services	<u>43,777,046</u>	<u>43,777,046</u>	<u>44,045,517</u>	<u>268,471</u>
Total operating revenues	<u>\$ 43,777,046</u>	<u>\$ 43,777,046</u>	<u>\$ 44,045,517</u>	<u>\$ 268,471</u>

NOTE: All Hotel and Convention Center Fund activity reported elsewhere throughout this document is referenced as of April 30, 2024, but figures are all as of the fiscal year ended December 31, 2023.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF OPERATING EXPENSES - BUDGET AND ACTUAL
SCHAUMBURG HOTEL AND CONVENTION CENTER FUND

For the Fiscal Year Ended December 31, 2023

	Original Budget	Final Budget	Actual	Variance Over (Under)
OPERATING EXPENSES				
Service and charges				
Hotel rooms	\$ 5,284,339	\$ 5,284,339	\$ 5,506,396	\$ 222,057
Restaurant	1,904,454	1,904,454	2,046,817	142,363
Lounge	729,868	729,868	350,944	(378,924)
Kitchen	5,837,790	5,837,790	5,358,987	(478,803)
Banquet	5,711,132	5,711,132	5,754,536	43,404
Other expenses	78,680	78,680	128,716	50,036
Administrative costs	3,723,121	3,723,121	3,966,931	243,810
Central training and relocation	109,420	109,420	73,704	(35,716)
Sales and marketing	3,282,546	3,282,546	3,526,431	243,885
Primary management fees	1,266,837	1,266,837	1,270,289	3,452
Equipment leasing	63,000	63,000	61,750	(1,250)
Owners expense	232,500	232,500	351,330	118,830
Secondary management fees	425,000	425,000	-	(425,000)
Property insurance	328,047	328,047	212,018	(116,029)
Liability claims	201,061	201,061	151,343	(49,718)
Utilities - gas and electric	1,532,823	1,532,823	1,663,677	130,854
Professional services	-	-	618,748	618,748
Information & telecom	485,440	485,440	491,595	6,155
Repair and maintenance of building	2,325,957	2,325,957	2,353,998	28,041
Total service and charges	<u>33,522,015</u>	<u>33,522,015</u>	<u>33,888,210</u>	<u>366,195</u>
Miscellaneous				
Other operating expenses	850,000	850,000	959,695	109,695
Total operating expenses	<u>\$ 34,372,015</u>	<u>\$ 34,372,015</u>	<u>\$ 34,847,905</u>	<u>\$ 475,890</u>

NOTE: All Hotel and Convention Center Fund activity reported elsewhere throughout this document is referenced as of April 30, 2024, but figures are all as of the fiscal year ended December 31, 2023.

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF OPERATING REVENUES AND EXPENSES - BUDGET AND ACTUAL
SCHAUMBURG REGIONAL AIRPORT FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
OPERATING REVENUES				
Charges for services				
Rental income	\$ 420,930	\$ 420,930	\$ 415,084	\$ (5,846)
Rental income - restaurant	76,500	76,500	86,548	10,048
Miscellaneous	9,200	9,200	11,689	2,489
Total operating revenues	<u>\$ 506,630</u>	<u>\$ 506,630</u>	<u>\$ 513,321</u>	<u>\$ 6,691</u>
OPERATING EXPENSES				
ENGINEERING AND PUBLIC WORKS				
Building Maintenance				
Supplies	\$ 1,450	\$ 1,950	\$ 2,135	\$ 185
Services and charges	94,895	94,895	115,816	20,921
Other	1,209	1,209	850	(359)
Total	<u>97,554</u>	<u>98,054</u>	<u>118,801</u>	<u>20,747</u>
Landscape Services				
Supplies	500	-	-	-
Services and charges	36,581	36,581	34,236	(2,345)
Total	<u>37,081</u>	<u>36,581</u>	<u>34,236</u>	<u>(2,345)</u>
Street Maintenance				
Supplies	15,100	15,100	18,254	3,154
Services and charges	37,200	37,200	27,617	(9,583)
Total	<u>52,300</u>	<u>52,300</u>	<u>45,871</u>	<u>(6,429)</u>
Total engineering and public works	<u>186,935</u>	<u>186,935</u>	<u>198,908</u>	<u>11,973</u>
AIRPORT OPERATIONS				
Personnel services	190,697	190,696	141,195	(49,501)
Supplies	830	830	708	(122)
Services and charges	167,630	167,630	153,332	(14,298)
Other operating expenses	438,610	343,110	63,278	(279,832)
Total airport operations	<u>797,767</u>	<u>702,266</u>	<u>358,513</u>	<u>(343,753)</u>
Total operating expenses	<u>\$ 984,702</u>	<u>\$ 889,201</u>	<u>\$ 557,421</u>	<u>\$ (331,780)</u>

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF OPERATING REVENUES AND EXPENSES - BUDGET AND ACTUAL
SCHAUMBURG BASEBALL STADIUM FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
OPERATING REVENUES				
Miscellaneous				
Naming rights	\$ 7,250	\$ 7,250	\$ 7,250	\$ -
Other miscellaneous	132,000	132,000	213,911	81,911
Total miscellaneous	<u>139,250</u>	<u>139,250</u>	<u>221,161</u>	<u>81,911</u>
 Total operating revenues	 <u>\$ 139,250</u>	 <u>\$ 139,250</u>	 <u>\$ 221,161</u>	 <u>\$ 81,911</u>
OPERATING EXPENSES				
ENGINEERING AND PUBLIC WORKS				
Building Maintenance				
Services and charges	\$ 35,935	\$ 40,935	\$ 46,409	\$ 5,474
Landscape Services				
Services and charges	20,800	20,800	18,488	(2,312)
Total Engineering and Public Works	<u>56,735</u>	<u>61,735</u>	<u>64,897</u>	<u>3,162</u>
BASEBALL OPERATIONS				
Baseball Operations				
Personnel services	109,078	109,078	78,206	(30,872)
Supplies	12,000	17,816	19,462	1,646
Services and charges	97,967	96,087	91,936	(4,151)
Other operating expenses	1,760,010	1,818,497	386,560	(1,431,937)
Total Baseball Operations	<u>1,979,055</u>	<u>2,041,478</u>	<u>576,164</u>	<u>(1,465,314)</u>
 Total operating expenses	 <u>\$ 2,035,790</u>	 <u>\$ 2,103,213</u>	 <u>\$ 641,061</u>	 <u>\$ (1,462,152)</u>

See independent auditors' report.

VILLAGE OF SCHAUMBURG, ILLINOIS

SCHEDULE OF OPERATING REVENUES AND EXPENSES - BUDGET AND ACTUAL
COMMUTER PARKING LOT FUND

For the Year Ended April 30, 2024

	Original Budget	Final Budget	Actual	Variance Over (Under)
OPERATING REVENUES				
Charges for services				
Parking fees	\$ 101,725	\$ 101,725	\$ 130,324	\$ 28,599
Rental income	3,600	3,600	3,000	(600)
Total operating revenues	<u>\$ 105,325</u>	<u>\$ 105,325</u>	<u>\$ 133,324</u>	<u>\$ 27,999</u>
OPERATING EXPENSES				
FINANCE				
Revenue Management				
Services and charges	\$ 10,637	\$ 10,637	\$ 18,031	\$ 7,394
Total	<u>10,637</u>	<u>10,637</u>	<u>18,031</u>	<u>7,394</u>
Total finance	<u>10,637</u>	<u>10,637</u>	<u>18,031</u>	<u>7,394</u>
ENGINEERING AND PUBLIC WORKS				
Building Maintenance				
Supplies	1,750	1,750	2,265	515
Services and charges	25,149	28,749	25,744	(3,005)
Total	<u>26,899</u>	<u>30,499</u>	<u>28,009</u>	<u>(2,490)</u>
Landscape Services				
Supplies	2,700	2,700	2,435	(265)
Services and charges	47,242	47,242	42,378	(4,864)
Total	<u>49,942</u>	<u>49,942</u>	<u>44,813</u>	<u>(5,129)</u>
Street Maintenance				
Supplies	6,300	6,300	5,025	(1,275)
Services and charges	39,950	39,950	43,476	3,526
Total	<u>46,250</u>	<u>46,250</u>	<u>48,501</u>	<u>2,251</u>
Parking Lot				
Services and charges	1,500	1,500	1,233	(267)
Capital outlay	50,000	50,000	40,000	(10,000)
Total	<u>51,500</u>	<u>51,500</u>	<u>41,233</u>	<u>(10,267)</u>
Total engineering and public works	<u>174,591</u>	<u>178,191</u>	<u>162,556</u>	<u>(15,635)</u>
Total operating expenses	<u>\$ 185,228</u>	<u>\$ 188,828</u>	<u>\$ 180,587</u>	<u>\$ (8,241)</u>

See independent auditors's report.

STATISTICAL SECTION

This part of the Village of Schaumburg's annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Village's overall financial health.

<u>Contents</u>	<u>Page(s)</u>
Financial Trends These schedules contain trend information to help the reader understand how the Village's financial performance and well-being have changed over time.	151-158
Revenue Capacity These schedules contain information to help the reader assess the Village's most significant local revenue source. In addition, continuing disclosure requirements are satisfied through additional tax revenue schedules.	159-170
Debt Capacity These schedules present information to help the reader assess the affordability of the Village's current levels of outstanding debt and the Village's ability to issue additional debt in the future.	171-173
Demographic and Economic Information These schedules offer demographic and economic indicators to help the reader understand the environment within which the Village's financial activities take place.	174-176
Operating Information These schedules contain service and infrastructure data to help the reader understand how the information in the Village's financial report relates to the services the Village provides and the activities it performs.	177-178

Sources: Unless otherwise noted, the information in these schedules is derived from the annual comprehensive financial reports for the relevant year.

VILLAGE OF SCHAUMBURG, ILLINOIS

NET POSITION BY COMPONENT

Last Ten Fiscal Years

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Governmental activities										
Net investment in capital assets	\$ 96,262,834	\$ 97,425,081	\$ 71,513,647	\$ 67,352,831	\$ 61,434,473	\$ 86,478,276	\$ 82,444,541	\$ 81,391,627	\$ 91,183,377	\$ 89,132,532
Restricted	17,575,824	7,801,054	17,985,529	17,985,529	23,384,261	16,182,113	31,110,323	49,900,710	38,199,726	41,971,204
Unrestricted	72,270,657	(39,188,725)	(60,146,486)	(60,146,486)	(104,305,710)	(134,516,598)	(122,337,982)	(105,059,547)	(74,327,766)	(54,058,413)
Total governmental activities net position	<u>\$ 186,109,315</u>	<u>\$ 66,037,410</u>	<u>\$ 29,352,690</u>	<u>\$ 25,191,874</u>	<u>\$ 66,037,410</u>	<u>\$ 29,352,690</u>	<u>\$ (8,783,118)</u>	<u>\$ 26,232,790</u>	<u>\$ 55,055,337</u>	<u>\$ 77,045,323</u>
Business-type activities										
Net investment in capital assets	\$ 20,658,812	\$ 13,597,184	\$ 10,940,361	\$ 10,940,361	\$ 11,583,779	\$ 16,306,071	\$ 16,067,405	\$ 19,273,889	\$ 21,163,663	\$ 35,045,460
Restricted	-	-	-	-	-	-	803,494	4,159,682	-	-
Unrestricted	36,466,052	41,177,908	55,818,300	55,818,300	62,820,474	70,716,648	62,974,276	84,232,265	93,486,755	95,042,840
Total business-type activities net position	<u>\$ 57,124,864</u>	<u>\$ 54,775,092</u>	<u>\$ 66,758,661</u>	<u>\$ 66,758,661</u>	<u>\$ 54,775,092</u>	<u>\$ 66,758,661</u>	<u>\$ 79,845,175</u>	<u>\$ 107,665,836</u>	<u>\$ 114,650,418</u>	<u>\$ 130,088,300</u>
Primary government										
Net investment in capital assets	\$ 116,921,646	\$ 111,022,265	\$ 82,454,008	\$ 78,293,192	\$ 73,018,252	\$ 102,784,347	\$ 98,511,946	\$ 100,665,516	\$ 112,347,040	\$ 124,177,992
Restricted	18,140,120	17,575,824	7,801,054	17,985,529	17,985,529	23,384,261	31,913,817	54,060,392	38,199,726	41,971,204
Unrestricted	108,736,709	1,989,183	(4,328,186)	(4,328,186)	(41,485,236)	(63,799,950)	(59,363,706)	(20,827,282)	19,158,989	40,984,427
Total primary government net position	<u>\$ 243,798,475</u>	<u>\$ 130,587,272</u>	<u>\$ 85,926,876</u>	<u>\$ 91,950,535</u>	<u>\$ 49,518,545</u>	<u>\$ 96,111,351</u>	<u>\$ 71,062,057</u>	<u>\$ 133,898,626</u>	<u>\$ 169,705,755</u>	<u>\$ 207,133,623</u>

Source: Current and prior year audited financial statements.

Note: GASB Statement No. 68 was implemented for the fiscal year ended April 30, 2016.

VILLAGE OF SCHAUMBURG, ILLINOIS

CHANGES IN NET POSITION

Last Ten Fiscal Years

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Expenses										
Governmental activities:										
General government	\$ 20,445,901	\$ 25,264,645	\$ 19,421,924	\$ 24,895,965	\$ 29,256,364	\$ 26,548,605	\$ 38,516,191	\$ 36,997,023	\$ 39,919,098	\$ 45,944,409
Public safety	48,609,287	51,052,202	70,672,876	68,761,316	74,165,206	78,150,871	51,223,078	53,075,750	66,174,890	67,789,203
Highways and streets	26,654,046	34,596,050	40,278,064	44,309,399	40,314,410	40,166,082	24,854,794	25,479,031	26,986,774	29,468,269
Health and welfare	3,320,780	3,231,628	3,174,603	3,143,408	2,900,199	2,849,784	2,450,601	2,586,336	3,021,030	2,724,643
Culture and recreation	2,540,359	2,677,197	3,048,780	2,759,818	2,589,358	2,737,102	652,295	1,656,956	2,736,502	2,880,500
Interest on debt	1,307,278	1,187,902	2,286,606	2,072,016	1,653,679	1,455,297	1,839,507	1,502,410	1,393,795	1,535,805
Total governmental activities expenses	102,877,651	118,009,624	138,882,853	145,941,922	150,879,216	151,907,741	119,536,466	121,297,506	140,232,089	150,342,829
Business-type activities:										
Waterworks and sewerage	24,679,945	25,928,767	28,486,972	\$ 27,810,714	\$ 28,625,264	\$ 28,801,021	\$ 26,501,026	\$ 24,559,046	\$ 29,005,994	\$ 26,625,804
Schaumburg regional airport	813,217	984,232	809,823	979,293	1,075,178	1,197,791	859,657	853,568	826,383	859,711
Schaumburg baseball stadium	445,898	510,670	471,779	466,012	514,618	928,705	909,658	997,587	1,261,201	1,459,415
Schaumburg hotel and convention center	50,491,870	52,583,618	53,940,689	56,870,320	52,518,941	53,000,565	30,644,273	32,374,880	44,492,800	48,888,337
Commuter parking lot	207,397	145,604	148,927	166,931	214,163	155,089	269,498	168,020	134,649	199,205
Total business-type activities expenses	76,638,327	80,152,891	83,858,190	86,293,270	82,948,164	84,083,171	59,184,112	58,953,101	75,721,027	78,032,472
Total primary government expenses	\$ 179,515,978	\$ 198,162,515	\$ 222,741,043	\$ 232,235,192	\$ 233,827,380	\$ 235,990,912	\$ 178,720,578	\$ 180,250,607	\$ 215,953,116	\$ 228,375,301
Program Revenues										
Governmental activities:										
Charges for services:										
General government	\$ 4,970,055	\$ 5,016,977	\$ 5,172,060	\$ 6,422,354	\$ 6,166,192	\$ 6,000,528	\$ 5,602,429	\$ 5,754,776	\$ 5,736,563	\$ 5,905,500
Public safety	2,500,696	2,737,255	2,588,337	2,591,000	3,021,333	3,558,975	3,675,364	6,293,691	7,359,160	7,602,641
Health and welfare	137,739	128,342	67,939	75,877	77,341	30,455	23,977	22,647	21,567	22,706
Culture and recreation	428,665	442,997	499,037	464,571	468,923	378,472	14,041	270,806	552,141	692,426
Operating grants and contributions	2,552,060	1,969,455	1,986,579	1,990,580	2,397,106	3,357,317	3,856,374	7,704,800	5,419,079	4,854,131
Capital grants and contributions	680,452	495,746	4,233,994	8,003,654	4,725,242	6,145,057	17,042,527	2,569,150	2,158,933	5,458,694
Total governmental activities program revenues	11,269,667	10,790,772	14,547,946	19,548,036	16,856,137	19,470,804	30,214,712	22,615,870	21,247,443	24,536,098

VILLAGE OF SCHAUMBURG, ILLINOIS

CHANGES IN NET POSITION (Continued)

Last Ten Fiscal Years

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Business-type activities:										
Charges for services:										
Waterworks and sewerage	\$ 25,892,915	\$ 26,994,311	\$ 28,827,064	\$ 30,199,211	\$ 31,657,110	\$ 32,369,339	\$ 32,892,723	\$ 35,370,119	\$ 34,569,629	\$ 36,885,193
Schaumburg regional airport	473,220	475,891	471,620	479,810	559,018	590,005	436,497	496,942	492,331	513,321
Schaumburg baseball stadium	33,678	40,001	50,529	55,777	61,091	1,237,226	16,922	142,250	161,482	221,161
Schaumburg convention center	41,887,616	43,181,379	43,296,546	44,579,325	46,341,313	46,097,026	14,227,675	19,950,193	38,766,243	44,045,517
Commuter parking lot	346,754	341,675	347,924	367,620	362,105	310,305	22,869	67,219	114,381	133,324
Operating grants and contributions	-	-	-	-	-	-	-	312,558	1,623,866	107,901
Capital grants and contributions	489,477	43,052	301,044	142,947	1,142,378	4,858,558	1,790,527	581,184	172,991	45,759
Total business-type activities program revenues	69,123,660	71,076,309	73,294,727	75,824,690	80,123,015	85,462,459	49,387,213	56,920,465	75,900,923	81,952,176
Total primary government program revenues	\$ 80,393,327	\$ 81,867,081	\$ 87,842,673	\$ 95,372,726	\$ 96,979,152	\$ 104,933,263	\$ 79,601,925	\$ 79,536,335	\$ 97,148,366	\$ 106,488,274
Net (Expense)/Revenue										
Governmental activities	\$ (91,607,984)	\$ (107,218,852)	\$ (124,334,907)	\$ (126,393,886)	\$ (134,023,079)	\$ (132,436,937)	\$ (89,321,754)	\$ (98,681,636)	\$ (118,984,646)	\$ (125,806,731)
Business-type activities	(7,514,667)	(9,076,582)	(10,563,463)	(10,468,580)	(2,825,149)	1,379,288	(9,796,899)	(2,032,636)	179,896	3,919,704
Total primary government net expense	\$ (99,122,651)	\$ (116,295,434)	\$ (134,898,370)	\$ (136,862,466)	\$ (136,848,228)	\$ (131,057,649)	\$ (99,118,653)	\$ (100,714,272)	\$ (118,804,750)	\$ (121,887,027)

VILLAGE OF SCHAUMBURG, ILLINOIS

CHANGES IN NET POSITION (Continued)

Last Ten Fiscal Years

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General Revenues and Other Changes in Net Position										
Governmental activities:										
Taxes										
Property	\$20,308,510	\$20,482,254	\$20,259,763	\$19,766,950	\$39,476,758	\$32,145,039	\$36,540,571	\$36,086,435	\$40,448,643	\$35,136,105
Telecommunications	4,244,130	4,209,927	3,661,780	3,316,113	3,063,524	2,826,367	2,328,748	2,110,374	2,038,209	1,932,784
Home rule sales	20,253,668	20,903,420	20,830,399	19,847,544	19,505,832	18,017,821	16,114,084	22,205,502	23,272,627	23,877,874
Hotel/motel	4,549,062	4,785,367	4,816,109	5,178,803	5,143,013	4,626,030	1,450,037	3,652,165	5,405,262	5,243,883
Real estate transfer tax	734,673	712,775	743,933	797,210	746,741	594,018	482,253	798,955	846,319	806,431
Food and beverage	6,868,120	7,256,899	7,417,288	7,236,039	7,431,761	6,992,597	5,590,086	8,292,120	9,212,717	9,545,311
Other	297,773	298,370	271,980	4,047,802	1,204,203	1,136,573	990,767	1,279,382	1,423,101	1,411,420
Intergovernmental										
Personal property replacement tax	13,882	36,401	27,237	27,101	17,881	30,132	28,444	71,574	106,917	39,836
Road/bridge tax	495,735	533,142	554,731	528,444	542,056	567,612	576,548	671,404	602,653	590,448
Sales tax	31,061,297	31,862,583	31,535,445	31,948,239	32,196,221	31,226,867	31,178,498	38,629,570	39,851,204	42,156,724
Use tax	1,499,719	1,713,457	1,875,413	1,965,185	2,272,275	2,642,786	3,347,041	2,981,767	3,253,621	2,969,219
State income tax	7,269,391	7,910,552	7,016,294	6,731,044	7,206,624	8,045,043	8,509,183	10,960,454	12,719,936	12,888,100
Other	473,434	397,574	708,267	276,964	200,382	205,337	869,166	1,550,553	1,643,131	1,943,898
Investment income	41,797	286,309	365,617	647,485	1,735,544	1,310,781	152,719	(51,223)	1,793,328	5,139,163
Miscellaneous	1,948,576	2,207,488	2,548,873	4,015,202	2,980,979	3,198,832	2,426,628	2,606,154	3,323,207	3,307,581
Contributions	-	-	-	129,368	-	-	-	-	-	-
Transfers (out)	1,001,310	(882,916)	(14,982,942)	(5,028,730)	(138,571)	(488,734)	1,810,072	1,852,358	1,866,318	807,940
Total governmental activities	101,061,077	102,713,602	87,650,187	101,430,763	123,585,223	113,077,101	112,394,845	133,697,544	147,807,193	147,796,717

VILLAGE OF SCHAUMBURG, ILLINOIS

CHANGES IN NET POSITION (Continued)

Last Ten Fiscal Years

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Business-type activities:										
Taxes										
Telecommunications	\$ 5,324	\$ 6,679	\$ 7,062	\$ 7,541	\$ 7,196	\$ 5,549	\$ 3,597	\$ 2,229	\$ 3,246	\$ 3,167
Home rule sales	194,863	180,639	179,813	190,413	189,971	217,768	48,597	93,331	163,751	189,697
Hotel/motel	2,751,718	2,908,234	2,911,466	3,010,137	3,180,781	3,141,233	970,290	1,710,047	2,965,256	3,391,701
Amusement	1,192,796	1,239,239	1,404,753	1,404,888	1,384,229	1,479,405	707,234	1,513,394	2,029,961	2,221,916
Food and beverage	2,318,810	2,390,122	2,450,898	2,708,555	2,856,853	2,951,590	1,778,181	2,732,848	3,219,690	3,515,320
Intergovernmental										
Sales tax	194,863	180,639	179,813	190,413	189,972	217,768	48,597	93,331	163,751	189,697
Proceeds from sale of bond refunding rights	-	-	-	-	-	-	-	25,234,968	-	-
Investment income	108,177	118,080	307,839	579,979	1,038,668	1,773,935	841,519	29,362	360	3,710,087
Miscellaneous	76,138	292,160	122,446	80,024	117,933	127,884	31,146	294,363	121,984	235,775
Gain on disposal of capital assets	-	-	-	-	10,375	835,312	266	1,782	3,005	138
Transfers in	(1,001,310)	882,916	14,982,942	5,028,730	138,571	488,734	(1,810,072)	(1,852,358)	(1,866,318)	(1,939,320)
Total business-type activities	5,841,379	8,198,708	22,547,032	13,200,680	9,114,549	11,239,178	2,619,355	29,853,297	6,804,686	11,518,178
Total primary government	\$ 106,902,456	\$ 110,912,310	\$ 110,197,219	\$ 114,631,443	\$ 132,699,772	\$ 124,316,279	\$ 115,014,200	\$ 163,550,841	\$ 154,611,879	\$ 159,314,895
Change in Net Position										
Governmental activities	\$ 9,453,093	\$ (4,505,250)	\$ (36,684,720)	\$ (24,963,123)	\$ (10,437,856)	\$ (19,359,836)	\$ 23,073,091	\$ 35,015,908	\$ 28,822,547	\$ 21,989,986
Business-type activities	(1,673,288)	(877,874)	11,983,569	2,732,100	6,289,400	12,618,466	(7,177,544)	27,820,661	6,984,582	15,437,882
Total primary government	\$ 7,779,805	\$ (5,383,124)	\$ (24,701,151)	\$ (22,231,023)	\$ (4,148,456)	\$ (6,741,370)	\$ 15,895,547	\$ 62,836,569	\$ 35,807,129	\$ 37,427,868

Source: Current and prior year audited financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS
 FUND BALANCES, GOVERNMENTAL FUNDS

Last Ten Fiscal Years

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General Fund										
Nonspendable	\$ 418,020	\$ 360,091	\$ 299,181	\$ 325,063	\$ 347,101	\$ 307,127	\$ 384,277	\$ 466,617	\$ 1,543,928	\$ 1,477,358
Restricted	405,950	444,825	428,660	355,347	405,593	407,314	456,146	551,155	627,103	642,942
Unrestricted										
Assigned	1,404,044	1,509,793	1,584,856	1,823,330	2,124,945	2,538,314	2,365,824	2,109,069	1,961,921	2,282,788
Unassigned	38,935,129	45,857,781	46,987,561	37,829,743	38,484,548	35,931,619	42,810,217	55,982,167	81,171,035	70,630,907
Total general fund	\$ 41,163,143	\$ 48,172,490	\$ 49,300,258	\$ 40,333,483	\$ 41,362,187	\$ 39,184,374	\$ 46,016,464	\$ 59,109,007	\$ 85,303,987	\$ 75,033,995
All Other Governmental Funds										
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,775
Restricted	7,197,837	7,356,229	25,941,342	23,914,798	22,978,668	15,774,799	27,067,827	29,556,706	37,572,623	41,328,262
Unrestricted										
Assigned	28,467,972	28,035,498	14,961,462	16,862,299	17,702,259	11,080,807	13,834,773	17,341,785	19,383,095	31,782,345
Unassigned	(998,687)	(13,247,431)	(57,760)	(111,613)	(232,169)	(2,782,765)	(267,492)	(177,161)	(201,640)	(741,647)
Total all other governmental funds	\$ 34,667,122	\$ 22,144,296	\$ 40,845,044	\$ 40,665,484	\$ 40,448,758	\$ 24,072,841	\$ 40,635,108	\$ 46,721,329	\$ 56,754,078	\$ 72,469,735

Source: Current and prior year audited financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS
CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS

Last Ten Fiscal Years

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Revenues										
Taxes	\$ 57,255,936	\$ 58,649,012	\$ 58,001,252	\$ 60,190,461	\$ 76,571,832	\$ 66,744,048	\$ 64,585,572	\$ 76,029,867	\$ 84,046,485	\$ 79,692,910
Licenses and permits	2,975,373	2,891,195	2,769,434	3,047,639	2,793,902	3,258,838	3,582,491	3,849,921	4,085,678	4,359,722
Intergovernmental	43,292,080	44,352,353	43,637,525	43,503,681	44,711,467	45,467,501	46,352,051	57,196,904	60,528,807	62,965,735
Charges for services	5,061,782	5,434,376	5,557,940	6,506,163	6,939,887	7,064,075	5,733,320	8,491,999	9,583,753	9,863,551
Fines and forfeits	953,914	981,691	1,160,776	1,442,443	1,384,915	1,193,714	1,045,478	1,514,646	1,598,347	1,767,920
Grants	753,890	566,557	4,300,434	7,967,530	1,825,078	2,104,042	4,716,704	6,337,434	3,827,060	6,196,213
Investment income	41,797	286,309	365,617	647,485	1,735,547	1,310,781	152,719	(51,223)	1,793,328	5,139,163
Miscellaneous	1,189,437	1,543,297	1,388,097	2,572,759	1,596,062	1,650,635	1,681,150	1,091,508	8,898,457	1,539,661
Total revenues	111,524,209	114,704,790	117,181,074	125,878,161	137,558,690	128,793,634	127,849,485	154,461,056	174,361,915	171,524,875
Expenditures										
General government	19,901,189	20,442,291	21,488,886	22,102,017	31,709,620	31,523,242	37,248,006	35,658,189	35,494,867	45,864,046
Public safety	49,050,739	50,870,814	52,470,922	53,115,002	53,731,471	54,898,384	51,034,840	54,181,076	58,326,091	62,871,030
Highways and streets	15,082,225	14,512,976	14,466,753	14,357,017	15,579,649	16,085,125	13,080,632	14,724,305	16,651,256	17,336,304
Health and welfare	3,302,297	3,099,818	3,149,157	3,254,064	3,169,281	2,926,452	2,666,288	2,887,830	2,966,154	2,892,685
Culture and recreation	2,486,582	2,563,708	2,936,546	2,796,210	2,641,014	2,620,745	789,238	1,842,081	2,522,000	2,964,501
Debt service										
Principal	4,120,000	4,195,000	4,245,000	4,345,685	6,066,550	7,037,412	6,343,274	12,369,736	6,340,429	7,396,722
Interest	1,353,114	1,231,011	1,148,125	2,301,251	2,057,179	1,867,144	1,606,474	2,029,447	1,830,437	1,654,070
Bond issuance costs	-	-	577,649	27,780	-	-	487,274	12,000	-	45,000
Miscellaneous	3,075	3,075	2,575	3,575	4,575	4,325	3,825	5,575	5,576	5,575
Capital outlay	11,299,440	22,416,660	24,972,658	32,694,012	21,648,802	29,895,801	16,477,135	15,824,409	15,863,696	18,010,188
Miscellaneous	-	-	-	2,098,214	-	-	-	-	-	-
Total expenditures	106,598,661	119,335,353	125,458,271	137,094,827	136,608,141	146,858,630	129,736,986	139,534,648	140,000,506	159,040,121
Excess (deficiency) of revenues over expenditures	4,925,548	(4,630,563)	(8,277,197)	(11,216,666)	950,549	(18,064,996)	(1,887,501)	14,926,408	34,361,409	12,484,754

VILLAGE OF SCHAUMBURG, ILLINOIS

CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS (Continued)

Last Ten Fiscal Years

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Other Financing Sources (Uses)										
Transfers in	\$ 15,944,101	\$ 6,215,559	\$ 11,009,197	\$ 12,018,922	\$ 9,331,351	\$ 9,621,121	\$ 9,472,861	\$ 16,132,061	\$ 12,922,283	\$ 25,439,068
Transfers (out)	(14,942,791)	(7,098,475)	(25,992,139)	(17,047,652)	(9,469,922)	(10,109,855)	(7,662,789)	(21,879,703)	(11,055,965)	(42,478,157)
Bonds issued	-	-	35,740,000	6,945,000	-	-	21,560,000	-	-	-
Refunding bonds issued	-	-	-	-	-	-	-	-	689,737	-
Premium (discount) on bonds issued	-	-	1,018,485	154,061	-	-	1,911,786	-	-	-
Line of credit	-	-	6,330,169	-	-	-	-	10,000,000	-	10,000,000
Payment to escrow agent	-	-	-	-	-	-	-	-	(689,737)	-
Total other financing sources (uses)	1,001,310	(882,916)	28,105,712	2,070,331	(138,571)	(488,734)	25,281,858	4,252,358	1,866,318	(7,039,089)
Prior Period Adjustments	-	591,339	-	-	-	-	-	-	-	-
Net change in fund balances	\$ 5,926,858	\$ (4,922,141)	\$ 19,828,516	\$ (9,146,335)	\$ 811,978	\$ (18,553,730)	\$ 23,394,357	\$ 19,178,766	\$ 36,227,727	\$ 5,445,665
Debt service as a percentage of noncapital expenditures	5.2%	4.6%	4.4%	5.0%	6.2%	6.5%	6.4%	10.8%	6.2%	6.0%

Source: Current and prior year audited financial statements.

VILLAGE OF SCHAUMBURG, ILLINOIS

ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY

Last Ten Levy Years

Tax Levy Year					(1)	Estimated Actual Taxable Value	Equalization Factor	Total Direct Tax Rate
	Residential Property	Farm Property	Commercial Property	Industrial Property	Total Equalized Assessed Valuation			
2014	\$ 1,273,658,984	\$ 23,162	\$ 1,480,251,905	\$ 269,829,406	\$ 3,023,763,457	\$ 9,071,290,371	2.725	0.692
2015	1,243,481,637	11,940	1,453,180,085	251,507,063	2,948,180,725	8,844,542,175	2.669	0.710
2016	1,494,604,084	15,681	1,585,576,208	283,987,872	3,364,183,845	10,092,551,535	2.803	0.622
2017	1,485,579,626	11,942	1,648,250,680	263,443,342	3,397,285,590	10,191,856,770	2.963	0.615
2018	1,455,078,399	11,942	1,601,916,900	269,215,101	3,326,222,342	9,978,667,026	2.911	0.623
2019	1,740,439,445	11,922	1,795,494,222	296,751,902	3,832,697,491	11,498,092,473	2.916	0.513
2020	1,735,220,883	22,593	1,855,137,344	322,741,062	3,913,121,882	11,739,365,646	3.223	0.503
2021	1,617,697,578	11,922	1,728,774,075	303,448,416	3,649,931,991	10,949,795,973	3.003	0.539
2022	2,016,628,781	11,922	1,721,021,724	324,778,987	4,062,441,414	12,187,324,242	2.924	0.484
2023	2,095,230,227	11,922	1,781,737,391	333,918,984	4,210,898,524	12,632,695,572	3.016	0.467

Source: Cook County Clerk's office, Revenue Division

Note (1): Property is assessed at 33.33% of actual value.

VILLAGE OF SCHAUMBURG, ILLINOIS

PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS

Tax Levy Year	Last Ten Years									
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Tax rates per \$100 of EAV										
Village direct rates										
General	0.379	0.350	0.295	0.302	0.294	0.260	0.232	0.233	0.210	0.202
Bonds and interest	0.034	0.040	0.031	0.031	0.031	0.000	0.000	0.000	0.000	0.000
Police Pension	0.153	0.180	0.164	0.159	0.163	0.137	0.146	0.165	0.149	0.143
Fire Pension	0.126	0.140	0.132	0.124	0.134	0.117	0.124	0.140	0.126	0.121
Total Village direct rate	<u>0.692</u>	<u>0.710</u>	<u>0.622</u>	<u>0.615</u>	<u>0.622</u>	<u>0.513</u>	<u>0.503</u>	<u>0.539</u>	<u>0.484</u>	<u>0.467</u>
Cook County	0.568	0.552	0.533	0.496	0.489	0.454	0.453	0.446	0.446	0.386
Cook County Forest Preserve District	0.069	0.069	0.063	0.062	0.060	0.059	0.058	0.058	0.081	0.075
Metropolitan Water Reclamation District	0.430	0.426	0.406	0.402	0.396	0.389	0.378	0.382	0.374	0.345
Township of Schaumburg	0.115	0.171	0.103	0.105	0.110	0.097	0.098	0.109	0.101	0.092
General Assistance Schaumburg	0.016	0.017	0.015	0.016	0.017	0.015	0.015	0.017	0.016	0.015
Road and Bridge Schaumburg	0.032	0.034	0.030	0.031	0.033	0.030	0.031	0.034	0.029	0.028
Consolidated Elections	0.000	0.034	0.000	0.031	0.000	0.030	0.000	0.019	0.000	0.032
Schaumburg Park District	0.704	0.729	0.643	0.653	0.682	0.604	0.605	0.671	0.633	0.622
Schaumburg Township Public Library	0.386	0.402	0.352	0.357	0.372	0.294	0.319	0.355	0.328	0.319
Northwest Mosquito Abatement District	0.013	0.011	0.010	0.010	0.011	0.010	0.010	0.011	0.009	0.01
School District Number 54	4.168	4.332	3.790	3.844	4.030	3.545	3.575	3.976	3.696	3.696
High School District Number 211	3.213	3.309	2.871	2.922	3.044	2.749	2.787	3.020	2.751	2.751
Community College District Number 512	0.451	0.466	0.416	0.425	0.443	0.403	0.409	0.457	0.410	0.413
Total overlapping rates	<u>10.165</u>	<u>10.552</u>	<u>9.232</u>	<u>9.354</u>	<u>9.687</u>	<u>8.679</u>	<u>8.738</u>	<u>9.555</u>	<u>8.874</u>	<u>8.784</u>
TOTAL	<u>10.857</u>	<u>11.262</u>	<u>9.854</u>	<u>9.969</u>	<u>10.309</u>	<u>9.192</u>	<u>9.241</u>	<u>10.094</u>	<u>9.358</u>	<u>9.251</u>

Source - Cook County Clerk

VILLAGE OF SCHAUMBURG, ILLINOIS

PRINCIPAL PROPERTY TAXPAYERS

Current Year and Ten Years Ago

Taxpayer	2024			2014		
	Equalized Assessed Value	Rank	Percentage of Total Village Equalized Assessed Valuation	Equalized Assessed Value	Rank	Percentage of Total Village Equalized Assessed Valuation
Simon Property Group (Woodfield Mall, formerly Woodfield Retax Administration)	\$ 218,072,672	1	5.18%	\$ 215,657,118	1	6.48%
Zurich (New HQ in 90 North Schaumburg)	85,017,007	2	2.02%	50,395,219	5	1.51%
The Blackstone Group L. P. (Streets of Woodfield, formerly Arrow, formerly KF Schaumburg LLC)	63,566,577	3	1.51%			
Retail Properties of America	61,430,071	4	1.46%			
RSM Properties	51,887,267	5	1.23%			
KBS Woodfield Preserve (Office, formerly part of Prudential)	46,822,634	6	1.11%	48,209,146	6	1.45%
Glenstar properties (Schaumburg Corporate Center, formerly part of Manulife Financial)	45,799,403	7	1.09%			
Urban Street Group LLC	44,979,515	8	1.07%			
Woodfield Village Green (DDR Corp)	44,891,499	9	1.07%	40,851,370	7	1.23%
IRC (Woodfield Plaza, Nantucket Square)	43,824,960	10	1.04%	38,408,337	8	1.15%
Motorola Inc				80,498,917	2	2.42%
Manulife Financial				71,825,989	3	2.16%
Arrow (Streets of Woodfield)				60,018,620	4	1.80%
Woodfield Holdings Pt				36,518,700	9	1.10%
CB Richard Ellis				35,951,541	10	1.08%
	<u>\$ 706,291,604</u>		<u>16.77%</u>	<u>\$ 678,334,957</u>		<u>20.38%</u>

Note 1 Every effort has been made to seek out and report the largest taxpayers. However, many of the taxpayers listed contain multiple parcels and it is possible that some parcels and their valuations have been overlooked.

Note 2 Source: Cook County Clerk

VILLAGE OF SCHAUMBURG, ILLINOIS
PROPERTY TAX LEVIES AND COLLECTIONS

Last Ten Levy Years

Levy Year	Tax Levied	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2014	\$ 20,928,811	\$ 11,086,126	52.97%	\$ 9,459,771	\$ 20,545,897	98.17%
2015	20,928,841	10,829,880	51.75%	9,701,730	20,531,610	98.10%
2016	20,929,168	11,000,138	52.56%	9,391,886	20,392,024	97.43%
2017	20,929,171	11,046,702	52.78%	9,276,180	20,322,882	97.10%
2018	20,720,559	11,118,021	53.66%	9,054,166	20,172,187	97.35%
2019	19,674,378	10,885,801	55.33%	8,386,396	19,272,197	97.96%
2020	19,674,377	8,587,975	43.65%	10,988,240	19,576,215	99.50%
2021	19,674,378	10,461,447	53.17%	9,077,405	19,538,852	99.31%
2022	19,674,378	9,946,904	50.56%	9,516,052	19,462,956	98.93%
2023	19,674,378	9,401,200	47.78%	-	9,401,200	47.78%

Source: Cook County Clerk

VILLAGE OF SCHAUMBURG, ILLINOIS

SALES TAX BY CATEGORY

Last Ten State Fiscal Years

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General merchandise	\$ 3,060,281	\$ 3,013,567	\$ 2,993,666	\$ 2,692,474	\$ 2,502,875	\$ 2,319,707	\$ 1,763,968	\$ 2,273,703	\$ 2,353,831	\$ 2,444,999
Food	1,623,690	1,852,470	1,956,392	2,065,903	2,117,654	2,270,626	2,328,374	2,475,531	2,663,396	3,097,319
Drinking and eating places	3,764,149	3,905,144	3,892,063	3,965,002	4,057,760	4,012,271	2,580,397	4,197,953	4,719,402	4,868,314
Apparel	3,159,209	2,958,994	2,848,281	2,696,720	2,659,497	2,466,062	1,624,013	2,773,375	2,716,615	3,015,591
Furniture, H.H. and radio	2,773,389	3,613,783	3,315,666	3,271,952	2,940,973	2,854,829	2,176,106	2,767,814	2,670,925	2,518,629
Lumber, building, hardware	457,428	507,370	522,313	533,006	565,358	623,392	732,752	750,207	773,925	786,366
Automotive and filling stations	9,974,435	9,637,186	9,115,552	10,103,188	10,672,846	11,561,909	11,827,800	13,642,377	13,496,475	14,394,585
Drugs and other retail	3,757,054	3,747,464	4,197,245	4,162,621	4,141,043	3,765,890	3,718,996	6,015,524	5,707,839	6,151,464
Agriculture and all others	1,902,673	2,099,547	2,057,077	1,950,647	1,935,266	1,887,272	1,371,302	1,880,827	2,272,314	2,263,411
Manufacturers	852,487	673,325	699,386	746,445	751,503	963,985	1,226,003	1,873,417	2,571,978	2,775,939
Total (1)	\$ 31,324,795	\$ 32,008,850	\$ 31,597,641	\$ 32,187,958	\$ 32,344,775	\$ 32,725,943	\$ 29,349,710	\$ 38,650,727	\$ 39,946,700	\$ 42,316,617
Village direct sales tax rate	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%

Source: Illinois Department of Revenue - Local Tax Allocation Division

Note (1): Gross receipts include both Cook and DuPage County 1% municipal sales tax. Amounts reflect sales tax collected between July 1 and June 30 as reported by the State. Categories with fewer than 4 taxpayers are excluded from reporting.

VILLAGE OF SCHAUMBURG, ILLINOIS

DIRECT AND OVERLAPPING SALES TAX RATES

Last Ten Fiscal Years

Fiscal Year	Village Direct Rate	State Rate	Cook County Rate	Village Home Rule Sales Tax	Cook County Home Rule Sales Tax (1)	Regional Transportation Authority(RTA) Tax Rate	Total Direct Rate
2015	1.00%	5.00%	0.25%	1.00%	0.75%	1.00%	9.00%
2016	1.00%	5.00%	0.25%	1.00%	1.75%	1.00%	10.00%
2017	1.00%	5.00%	0.25%	1.00%	1.75%	1.00%	10.00%
2018	1.00%	5.00%	0.25%	1.00%	1.75%	1.00%	10.00%
2019	1.00%	5.00%	0.25%	1.00%	1.75%	1.00%	10.00%
2020	1.00%	5.00%	0.25%	1.00%	1.75%	1.00%	10.00%
2021	1.00%	5.00%	0.25%	1.00%	1.75%	1.00%	10.00%
2022	1.00%	5.00%	0.25%	1.00%	1.75%	1.00%	10.00%
2023	1.00%	5.00%	0.25%	1.00%	1.75%	1.00%	10.00%
2024	1.00%	5.00%	0.25%	1.00%	1.75%	1.00%	10.00%

Source: Village and County Records

Note: The above tax rates are for General Merchandise.

Note (1): Cook County Home Rule Sales Tax increased to 1.75% effective January 1, 2016.

VILLAGE OF SCHAUMBURG, ILLINOIS

SALES TAX RECEIPTS
CASH BASIS

Last Ten Fiscal Years

Fiscal Year Ended April 30	Village Share/ State Sales Tax Receipts	% Change from Preceding Year	Home-rule Sales Tax Receipts	% Change from Preceding Year	Total Sales Tax Receipts	% Change from Preceding Year
2015	\$ 31,108,614	3.0 %	\$ 20,371,179	1.0 %	\$ 51,479,793	2.2 %
2016	31,985,286	2.8 %	21,087,575	3.5 %	53,072,861	3.1 %
2017	31,797,652	(0.6) %	20,873,154	(1.0) %	52,670,806	(0.8) %
2018	32,173,002	1.2 %	20,261,767	(2.9) %	52,434,770	(0.4) %
2019	32,464,836	0.9 %	19,971,350	(1.4) %	52,436,186	0.0 %
2020	33,349,394	2.7 %	19,699,510	(1.4) %	53,048,904	1.2 %
2021	28,148,553	(15.6) %	14,379,746	(27.0) %	42,528,299	(19.8) %
2022	38,027,503	35.1 %	21,608,586	50.3 %	59,636,089	40.2 %
2023	39,655,973	4.3 %	23,363,478	8.1 %	63,019,452	5.7 %
2024	42,012,304	5.9 %	24,005,483	2.7 %	66,017,787	4.8 %

Source: Village Records

VILLAGE OF SCHAUMBURG, ILLINOIS

STATE SALES TAX RECEIPTS BY MONTH
CASH BASIS

Last Three Fiscal Years

Month	Fiscal Year			Percentage Change From Preceding Year		
	Ended 4/30/22	Ended 4/30/23	Ended 4/30/24	FY 2022	FY 2023	FY 2024
May	\$ 2,233,079	\$ 2,644,097	\$ 2,868,874.49	(4.1) %	18.4 %	8.5 %
June	3,239,473	3,455,224	3,522,325.48	67.5 %	6.7 %	1.9 %
July	3,062,020	3,163,400	3,259,619.13	148.4 %	3.3 %	3.0 %
August	3,395,207	3,342,095	3,460,897.17	95.9 %	(1.6) %	3.6 %
September	3,505,809	3,494,048	3,737,758.54	42.7 %	(0.3) %	7.0 %
October	3,270,925	3,225,555	3,611,912.49	27.0 %	(1.4) %	12.0 %
November	3,277,193	3,354,136	3,891,553.94	21.2 %	2.3 %	16.0 %
December	3,203,396	3,434,334	3,590,462.25	15.7 %	7.2 %	4.5 %
January	3,106,031	3,230,373	3,321,987.66	21.5 %	4.0 %	2.8 %
February	3,270,970	3,336,750	3,530,551.69	36.0 %	2.0 %	5.8 %
March	3,884,213	3,996,688	4,340,315.58	22.0 %	2.9 %	8.6 %
April	2,579,187	2,979,274	2,876,045.35	13.6 %	15.5 %	(3.5) %
Total	\$ 38,027,503	\$ 39,655,973	\$ 42,012,304	35.1 %	4.3 %	5.9 %

Source: Village Records

VILLAGE OF SCHAUMBURG, ILLINOIS

HOME RULE SALES TAX RECEIPTS BY MONTH
CASH BASIS

Last Three Fiscal Years

Month	Fiscal Year Ended 4/30/22	Fiscal Year Ended 4/30/23	Fiscal Year Ended 4/30/24	Percentage Change From Preceding Year		
				FY 2022	FY 2023	FY 2024
May	\$ 1,217,648	\$ 1,503,794	\$ 1,614,290	(6.1) %	23.5 %	7.3 %
June	1,720,461	1,965,110	1,953,342	68.0 %	14.2 %	(0.6) %
July	1,656,018	1,848,619	1,851,907	213.3 %	11.6 %	0.2 %
August	1,814,575	1,965,866	1,957,726	171.5 %	8.3 %	(0.4) %
September	1,918,520	2,026,759	2,093,824	61.6 %	5.6 %	3.3 %
October	1,873,245	1,952,367	2,063,700	47.6 %	4.2 %	5.7 %
November	1,876,502	2,024,076	2,238,020	40.7 %	7.9 %	10.6 %
December	1,849,621	1,979,428	1,931,131	32.6 %	7.0 %	(2.4) %
January	1,764,884	1,882,550	1,865,767	33.5 %	6.7 %	(0.9) %
February	1,934,496	1,992,481	2,077,530	52.0 %	3.0 %	4.3 %
March	2,517,482	2,568,147	2,686,682	34.6 %	2.0 %	4.6 %
April	1,465,133	1,654,283	1,671,565	21.0 %	12.9 %	1.0 %
Total	\$ 21,608,586	\$ 23,363,478	\$ 24,005,483	50.3 %	8.1 %	2.7 %

Source: Village Records

VILLAGE OF SCHAUMBURG, ILLINOIS

RETAIL SALES VOLUME - TOP TEN ILLINOIS COMMUNITIES
STATE COLLECTIONS PERIOD MAY 1, 2023 - APRIL 30, 2024

Municipality	Rank	(1)		2020 Census Population
		Estimated Sales	Sales Per Capita	
CHICAGO	1	\$ 39,170,819,467	\$ 14,263	2,746,388
NAPERVILLE	2	4,803,149,453	32,119	149,540
SCHAUMBURG	3	4,232,106,920	53,759	78,723
SPRINGFIELD	4	3,730,409,543	32,610	114,394
MOUNT PROSPECT	5	3,576,998,136	62,918	56,852
AURORA	6	3,249,191,998	17,997	180,542
JOLIET	7	3,121,342,867	20,759	150,362
ROCKFORD	8	3,096,750,423	20,832	148,655
PEORIA	9	2,684,183,406	23,722	113,150
ORLAND PARK	10	2,603,971,771	44,358	58,703

Source: Illinois Department of Revenue - Local Tax Allocation Division
and the U.S. Census Bureau Quick Facts.

Note (1): Distributions to municipalities of the 1% municipal tax were used to calculate the estimated retail sales. Actual sales tax amounts were received by the municipalities July 1, 2023 through June 30, 2024.

VILLAGE OF SCHAUMBURG, ILLINOIS

HOTEL TAX REVENUES

Last Twenty Quarters

Quarter Ending	Fiscal Year Ended April 30	Tax Revenue	Percent Change
June 30, 2019	2020	1,991,326	0.26 %
September 30, 2019	2020	2,136,838	6.73 %
December 31, 2019	2020	1,501,238	(0.70) %
March 31, 2020	2020	1,087,008	(21.99) %
June 30, 2020	2021	259,402	(86.97) %
September 30, 2020	2021	549,913	(74.27) %
December 31, 2020	2021	427,843	(71.50) %
March 31, 2021	2021	509,847	(53.10) %
June 30, 2021	2022	944,691	264.18 %
September 30, 2021	2022	1,385,011	151.86 %
December 31, 2021	2022	1,179,593	175.71 %
March 31, 2022	2022	1,043,502	104.67 %
June 30, 2022	2023	1,885,098	99.55 %
September 30, 2022	2023	2,084,177	50.48 %
December 31, 2022	2023	1,612,309	36.68 %
March 31, 2023	2023	1,478,703	41.71 %
June 30, 2023	2024	2,087,696	10.75 %
September 30, 2023	2024	2,714,365	30.24 %
December 31, 2023	2024	2,557,042	58.60 %
March 31, 2024	2024	1,538,403	4.04 %

Source: Village Records

Note: The Percent Change is based on the change from the same quarter of the previous year.

Note: Tax rate increased from 6% to 8% effective January 1, 2004.

VILLAGE OF SCHAUMBURG, ILLINOIS

OTHER VILLAGE REVENUES
CASH BASIS

Last Five Fiscal Years and Projection

Fiscal Year Ended April 30	Amount	% Change from Prior Fiscal Year
<u>Real Estate Transfer Tax</u>		
2020	\$ 594,018	(20.45) %
2021	482,253	(18.82) %
2022	798,955	65.67 %
2023	846,319	5.93 %
2024	806,431	(4.71) %
2025(Projected)	725,000	(10.10) %
<u>Food and Beverage Tax</u>		
2020	\$ 9,732,581	(2.64) %
2021	6,972,485	(28.36) %
2022	10,816,106	55.13 %
2023	12,243,053	13.19 %
2024	12,732,657	4.00 %
2025(Projected)	12,010,935	(5.67) %
<u>Telecommunications Tax</u>		
2020	\$ 2,871,290	(7.92) %
2021	2,489,520	(13.30) %
2022	2,092,590	(15.94) %
2023	2,049,411	(2.06) %
2024	1,985,424	(3.12) %
2025(Projected)	1,820,000	(8.33) %

Source: Village Records

VILLAGE OF SCHAUMBURG, ILLINOIS
RATIOS OF OUTSTANDING DEBT BY TYPE

Last Ten Years

Fiscal Year	Governmental Activities			Business-Type Activities		Total Primary Government	Percentage of Total Retail Sales	Per Capita
	General Obligation		Line of Credit	General Obligation				
	Bonds/Notes	Leases		Bonds/Notes	Leases			
2015	\$ 36,617,654	\$ 325,189	\$ -	\$ 245,422,346	\$ 46,455	\$ 282,411,644	9.02 %	\$ 3,805
2016	34,430,911	247,697	-	252,597,812	35,385	287,311,805	8.98 %	3,871
2017 (1)(2)	66,617,648	168,129	6,330,169	250,046,075	24,118	323,186,139	10.23 %	4,354
2018 (3)	69,028,870	88,562	6,330,169	246,640,725	12,652	322,100,978	10.01 %	4,339
2019	62,620,165	6,871	6,330,169	242,836,239	983	311,794,427	9.64 %	4,201
2020	55,240,599	-	6,330,169	238,619,289	-	300,190,057	9.17 %	4,044
2021 (4)	71,872,865	-	6,330,169	234,508,205	-	312,711,239	10.65 %	4,292
2022 (5)	65,414,057	-	10,000,000	229,968,413	-	305,382,470	7.90 %	3,879
2023	58,654,387	-	10,000,000	225,019,484	-	293,673,871	7.35 %	3,730
2024 (6)	50,838,423	-	20,000,000	218,801,844	-	289,640,267	6.84 %	3,679

Source: Village records for Long Term Debt Schedule and AFR Retail Sales Volume/Population

Note (1): The Village issued \$35,740,000 of bonds in FY17 to pay costs of eligible redevelopment projects for the benefit of the North Schaumburg Tax Increment Financing Redevelopment Plan and Project Area of the Village.

Note (2): The Village entered into a five-year Line of Credit Note Payable agreement in FY17 used to finance or reimburse the Village for cost that qualify as North Schaumburg TIF under the Illinois Tax Increment Redevelopment Allocation Act.

Note (3): The Village issued \$6,945,000 of bonds in FY18 to provide financing for roadway and other infrastructure improvements.

Note (4): The Village issued \$21,560,000 of bonds in FY21 to provide financing for roadway and other infrastructure improvements.

Note (5): The Village entered into a ten-year Line of Credit Note Payable agreement in FY22 used to finance or reimburse the Village for cost that qualify as North Schaumburg TIF under the Illinois Tax Increment Redevelopment Allocation Act.

Note (6): The Village entered into a second ten-year Line of Credit Note Payable agreement in FY24 used to finance or reimburse the Village for cost that qualify as North Schaumburg TIF under the Illinois Tax Increment Redevelopment Allocation Act.

VILLAGE OF SCHAUMBURG, ILLINOIS

RATIO OF GENERAL BONDED DEBT OUTSTANDING

Last Ten Years

Fiscal Year	Last Ten Years		Total Primary Government	Percentage of Taxable Retail Sales	Per Capita
	Governmental General Obligation Bonds\Notes	Business-Type General Obligation Bonds/Notes			
2015	\$ 36,617,654	\$ 245,422,346	\$ 282,040,000	9.00%	\$ 3,800
2016	34,430,911	252,597,812	287,028,723	8.97%	3,867
2017	66,617,648	250,046,075	316,663,723	10.02%	4,266
2018	69,028,870	246,640,725	315,669,595	9.81%	4,253
2019	62,620,165	242,836,239	305,456,404	9.44%	4,115
2020	55,240,599	238,619,289	293,859,888	8.98%	3,959
2021	71,872,865	234,508,205	306,381,070	10.44%	4,205
2022	65,414,057	229,968,413	295,382,470	7.64%	3,752
2023	58,654,387	225,019,484	283,673,871	7.10%	3,603
2024	50,838,423	218,801,844	269,640,267	6.37%	3,425

Source: Village records and AFR Retail Sales Volume

Note: At April 30, 2024, there were no accumulated resources restricted to repaying the principal of general bonded debt. Details of the Village's outstanding debt can be found in the notes to the financial statements.
Sales tax figures were used to calculate this ratio rather than property taxes due to the insignificant amount of property taxes used to pay outstanding debts.

VILLAGE OF SCHAUMBURG, ILLINOIS

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable*	Estimated Share of Overlapping Debt
OTHER:			
Cook County	\$ 3,100,000	2.17 %	\$ 67,270
Cook County Forest Preserve	87,340,000	2.17 %	1,895,278
Metropolitan Water Reclamation District	2,477,600,338	2.21 %	54,754,967
DuPage County	98,399,982	0.01 %	9,840
DuPage County Forest Preserve	56,516,512	0.01 %	5,652
DuPage Water Commision	-	%	-
LIBRARY DISTRICTS:			
Palatine Public Library	4,100,000	6.07 %	248,870
Poplar Creek Public Library District	7,530,000	5.46 %	411,138
Roselle Public Library District	-	%	-
Schaumburg Township Public Library	-	%	-
PARK DISTRICTS:			
Hoffman Estates Park District	69,800,000	4.63 %	3,231,740
Palatine Park District	16,506,587	6.07 %	1,001,950
Roselle Park District	1,234,268	0.59 %	7,282
Schaumburg Park District	12,123,875	93.03 %	11,278,841
SCHOOL DISTRICTS:			
Roselle SD #12	3,240,000	1.08 %	34,992
Palatine CCSD #15	151,690,000	3.93 %	5,961,417
Elgin USD #46	238,600,870	1.42 %	3,388,132
Schaumburg CCSD #54	-	69.57 %	-
Lake Park (Roselle) CHSD #108	7,640,000	0.14 %	10,696
Palatine HSD #211	-	44.07 %	-
College of DuPage #502	76,395,000	0.01 %	7,640
Elgin Community College #509	127,385,000	0.91 %	1,159,204
Harper Community College #512	227,125,000	17.23 %	39,133,638
Total Indirect Debt	<u>3,666,327,432</u>		<u>122,608,546</u>
VILLAGE OF SCHAUMBURG	<u>70,838,423</u>		<u>70,838,423</u>
Total Direct and Overlapping Debt	<u>\$ 3,737,165,855</u>		<u>\$ 193,446,969</u>

*Determined by ratio of assessed value of property subject to taxation in overlapping unit to value of property subject to taxation in the Village.

Sources: Offices of the Cook (2023 tax year) and DuPage County Clerks

VILLAGE OF SCHAUMBURG, ILLINOIS
DEMOGRAPHIC AND ECONOMIC STATISTICS

Last Ten Calendar Years

Year	Population	Personal Income	Per-Capita	Median Age	Education	(1)	(2)
			Personal Income		Level in Years of Schooling	School Enrollment	Unemployment Rate
2015	74,227	\$ 2,630,085,291	\$ 35,433	37.8	14	79,600	4.6
2016	74,227	2,666,604,975	35,925	37.8	14	79,542	5.1
2017	74,227	2,662,151,355	35,865	37.8	14	79,652	3.4
2018	74,227	2,743,133,012	36,956	37.8	14	79,325	2.7
2019	73,509	2,860,455,717	38,913	37.8	14.7	78,362	2.9
2020	72,887	2,833,409,238	38,874	37.8	14.6	77,938	16.1
2021	78,723	3,156,871,023	40,101	40.4	14.9	77,398	5.6
2022	78,723	3,330,219,069	42,303	38.5	14.6	74,444	3.3
2023	78,723	3,056,814,090	38,830	39.2	14.6	73,395	5.5
2024	78,723	3,693,840,606	46,922	39.8	14.7	72,636	3.4

Source: US Census data and estimates

Note (1): Children from Schaumburg attend District 54, District 211, District U-46 and District 15.

Note (2): Unemployment Rates are as of 4/30.

The 2020 rate is a direct result of the COVID-19 pandemic.

VILLAGE OF SCHAUMBURG, ILLINOIS

PRINCIPAL EMPLOYERS

Current Year and Nine Years Ago

Employer	2024			2015		
	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
Woodfield Mall	4,200	1	5.40 %	3,000	2	3.66 %
School District 54	2,291	2	2.95 %	2,229	4	2.72 %
Zurich North America	2,091	3	2.69 %	2,500	3	3.05 %
Motorola Solutions	1,436	4	1.85 %	3,500	1	4.27 %
Paylocity	1,250	5	1.61 %			
Nation Pizza Products	1,120	6	1.44 %			
Village of Schaumburg	634	7	0.82 %			
Illinois Dept. of Transportation	550	8	0.71 %			
Sunstar Americas	505	9	0.65 %			
Target	448	10	0.58 %			
Catamaran				1,300	5	1.58 %
IBM				1,300	6	1.58 %
Career Education				1,100	7	1.34 %
Genworth Financial Capital				850	8	1.04 %
AC Nielsen				750	9	0.91 %
Comcast Corp.				725	10	0.88 %
Total	<u>14,525</u>		<u>18.68 %</u>	<u>17,254</u>		<u>21.04 %</u>

Source: Village website - Economic Development Department

VILLAGE OF SCHAUMBURG, ILLINOIS

FULL-TIME EMPLOYEES

Last Ten Fiscal Years

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General Government										
Managers Office	7	7	6	5	5	5	5	4	5	5
Community Services	14	13	13	14	14	0	0	0	0	0
Finance	20	20	20	20	20	20	20	20	19	19
Information Technology (1)	17	18	18	16	16	16	15	15	16	15
Human Resources	7	7	7	7	7	8	8	8	8	8
Economic Development	0	0	0	0	4	4	4	4	4	4
Community Development (2)	42	38	38	38	37	37	37	36	35	36
Village Board/Clerk	1	1	1	1	1	1	1	1	1	1
Communications and Outreach (3)	0	0	0	0	0	2	2	2	2	3
Public Safety										
Police (4)	155	156	153	153	153	160	158	156	156	158
Fire	130	133	131	131	131	137	138	137	137	137
Highways and Streets										
Engineering and Public Works (5)	93	92	92	93	93	93	92	91	91	93
Transportation	6	6	5	5	6	6	6	6	6	6
Culture and Recreation										
Cultural Services	10	10	10	10	10	10	10	9	9	9
Total	502	501	494	493	497	499	496	489	489	494

Source: Village records

(1) One Software Developer position eliminated. The employee was promoted into a new position Technical Services Manager.

(2) One FT Health Inspector position added.

(3) One PT Communications Specialist eliminated, and FT Multimedia Communications Specialist added to authorized.

(4) One FT School Resource Officer position was added at the request of School District 54 which is 75% funded by the district.

One FT Mobile Crisis Social Worker position added.

(5) One FT Civil Engineer position was eliminated, and a Senior Civil Engineer position reinstated and Building Engineer was added.

VILLAGE OF SCHAUMBURG, ILLINOIS

OPERATING INDICATORS

Last Ten Calendar Years

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General Government										
Commuter lot parking permits	10,094	10,119	9,920	9,667	8,758	7,081	713	1,103	1,309	1,538
Construction activity (value)										
Residential	\$ 27,544,267	\$ 46,507,799	\$ 29,136,795	\$ 84,811,855	\$ 44,255,852	\$ 29,576,095	\$ 46,185,848	\$ 58,931,411	\$ 53,314,349	\$ 63,511,577
Commercial/Industrial	312,656,508	158,023,597	118,767,999	143,981,710	179,149,413	128,848,162	61,376,546	67,181,408	148,031,159	184,733,245
Miscellaneous	35,340,244	27,900,798	20,914,408	31,006,386	39,626,495	33,582,571	21,565,308	21,560,808	28,456,053	60,323,840
Total	\$ 375,541,019	\$ 232,432,194	\$ 168,819,202	\$ 259,799,951	\$ 263,031,760	\$ 192,006,828	\$ 129,127,702	\$ 147,673,627	\$ 229,801,561	\$ 308,568,662
Public Safety										
Police										
Incidents*	37,442	35,394	35,293	41,858	52,449	43,575	47,419	61,783	59,022	59,538
Parking violations	16,046	15,101	12,610	13,183	13,839	11,424	7,753	8,639	11,055	12,649
Village crashes	4,281	4,360	6,393	4,292	4,207	3,792	2,317	2,500	3,012	3,237
False alarms	2,792	2,736	2,680	3,626	3,530	3,152	4,011	4,287	4,572	1,604
Fire										
Rescue incidents	2,510	2,443	2,483	2,531	2,831	2,498	2,500	2,613	2,854	3,257
Average response time (minutes)	5:38	5:21	5:18	5:16	5:13	5:21	5:21	5:26	5:10	5:43
EMS activity	6,368	6,547	6,553	6,237	6,535	6,401	6,729	7,969	8,001	7,661
Highways and Streets										
Street resurfacing (miles)	5.12	6.75	9.55	8.80	6.32	10.72	6.87	8.85	2.51	1.92
Street Reconstruction (miles)	1.80	-	0.64	3.27	4.09	2.22	2.83	3.84	10.70	5.68
Potholes repaired	15,824	15,001	8,313	9,671	8,513	5,105	4,140	726	1,356	2,153
Water										
Water main breaks	32	32	32	31	45	24	54	65	39	62
Number of water bills issued	311,304	312,181	313,115	313,115	314,234	314,500	314,810	315,510	316,463	317,638
Services: (number of customers billed)										
Residential	23,285	23,350	23,417	23,462	23,465	23,506	23,521	23,584	23,662	23,618
Commercial and manufacturing	2,657	2,665	2,676	2,691	2,688	2,702	2,713	2,708	2,702	2,650
Total	25,942	26,015	26,093	26,153	26,153	26,208	26,234	26,293	26,364	26,268
Gallons billed										
Residential (in thousands)	1,135,716	1,115,391	1,120,022	1,109,579	1,108,131	1,067,610	1,146,708	1,107,913	1,073,247	1,110,566
Commercial (in thousands)	1,414,475	1,406,555	1,429,554	1,435,553	1,585,295	1,285,972	1,149,393	1,287,917	1,274,074	1,301,752
Total (in thousands)	2,550,191	2,521,946	2,549,576	2,545,132	2,693,426	2,353,582	2,296,101	2,395,830	2,347,321	2,412,318

Source: Various Village Departments

* Beginning in 2022 traffic stops are now counted as "Incidents"

VILLAGE OF SCHAUMBURG, ILLINOIS

CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM

Last Ten Fiscal Years

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Public safety										
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Crossing guards										
Vehicles	62	61	60	60	60	59	59	58	58	59
Fire										
Stations	5	5	5	5	5	5	5	5	5	5
Highways and streets										
Miles of streets	224	224	224	224	209	209	209	209	210	210
Culture and recreation										
Performing arts theatre	1	1	1	1	1	1	1	1	1	1
Water and sewer										
Water mains (miles)	266	267	267	265	257	263	266	266	266	265
Fire hydrants	4,812	4,812	4,843	4,870	4,889	4,929	4,921	4,943	4,942	4,965
Sanitary sewers (miles)	220	220	220	220	220	221	221	221	221	221
Airports	1	1	1	1	1	1	1	1	1	1
Baseball Stadium	1	1	1	1	1	1	1	1	1	1
Hotel and convention center										
Hotels	1	1	1	1	1	1	1	1	1	1
Convention centers	1	1	1	1	1	1	1	1	1	1
Commuter parking lots	1	1	1	1	1	1	1	1	1	1

Source: Various Village Departments



**Recommendation to Approve the Annual Stipend List for Advisory Committee Members for
Fiscal Year 2023-24
10/21/2024
Finance Legal Administrative General Government**

Presenter: Lisa Petersen
Lead Department: Finance

Accounts(s):	Budget:	Expense Request:
101-Various-6015	\$86,933	\$78,346

Executive Summary:

Attached please find the annual stipend list for each of the Village's Committees. Participant payments consist of an annual stipend plus \$25 for each meeting attended. To be eligible to receive a stipend, members must attend 50% or more of the regularly scheduled meetings held during the reporting year. Please note that the Police and Fire Commission has very few regularly scheduled meetings but meet on an as-needed basis. The special meeting of the Police and Fire Commission are held to conduct interviews associated with the hiring and promotional process, and swearing-in ceremonies.

Recommended Action:

The Village Manager recommends the FLAGG Committee recommends the Village Board approve the annual stipend list for 2023-24.

ATTACHMENTS:

Description	Type
▫ Committee-Commission Member Stipends 23-24	Exhibit

SCHAUMBURG ADVISORY BODIES
ANNUAL STIPENDS 2023/2024 (8/1/23 - 7/31/24)

PLAN COMMISSION

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	David	Utley	8/1/23 - 7/31/24	83%	9	\$ 1,225	
Member	Anil	Barot	8/1/23 - 7/31/24	100%	6	\$ 900	
Member	Dhitendra	Bagwakar	8/1/23 - 7/31/24	83%	5	\$ 875	
Member	Richard	Gerber	8/1/23 - 7/31/24	50%	3	\$ 825	
Member	Dale	Litney	8/1/23 - 7/31/24	83%	5	\$ 875	
Member	Jeffrey	Mytych	8/1/23 - 7/31/24	100%	7	\$ 925	
Member	David	Piecuch	8/1/23 - 7/31/24	67%	4	\$ 850	
Member	Stephen	Robles	8/1/23 - 7/31/24	100%	6	\$ 900	
Member	Donald	Watson	8/1/23 - 7/31/24	100%	6	\$ 900	
						<u>\$ 8,275</u>	

ZONING BOARD OF APPEALS

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Harry	Raimondi	8/1/23 - 7/31/24	95%	41	\$ 2,525	
Member	James	Dolbeare	8/1/23 - 7/31/24	86%	18	\$ 1,350	
Member	Patricia	Errera	8/1/23 - 7/31/24	90%	19	\$ 1,375	
Member	Michael	LaRosa	8/1/23 - 7/31/24	100%	21	\$ 1,425	
Member	Robert	Morreale	8/1/23 - 7/31/24	95%	20	\$ 1,400	
Member	Patrick	Riley	8/1/23 - 7/31/24	86%	18	\$ 1,350	
Member	Sunil	Shah	8/1/23 - 7/31/24	76%	16	\$ -	Waiving Stipend
Member	Glenn	Szurgot	8/1/23 - 7/31/24	95%	20	\$ 1,400	
Member	Elizabeth	Veatch	8/1/23 - 7/31/24	95%	20	\$ 1,400	
						<u>\$ 12,225</u>	

BLOOD PROGRAM COMMITTEE

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Scott	Felgenhauer	8/1/23 - 7/31/24	60%	8	\$ -	Waiving Stipend
Member	Theresa	Glynn	8/1/23 - 7/31/24	60%	7	\$ 675	
Member	Janet	Lumm	8/1/23 - 7/31/24	100%	10	\$ 750	
Member	Mary	Norwood	8/1/23 - 7/31/24	80%	9	\$ 725	
Member	Fatema	Rupawalla	8/1/23 - 7/31/24	60%	8	\$ 700	
Member	Barbara	Solak	8/1/23 - 7/31/24	80%	8	\$ 700	
Member	Cindy	McCune	8/1/23 - 7/31/24	80%	9	\$ -	Waiving Stipend
						<u>\$ 3,550</u>	

POLICE AND FIRE COMMISSION

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Larry	Mazzeffi	8/1/23 - 7/31/24	100%	16	\$ 1,150	
Member	Angel	Garcia	8/1/23 - 7/31/24	18%	3	\$ 75	
Member	Pete	Justen	8/1/23 - 7/31/24	64%	9	\$ 725	
Member	Sandra	Pajak	8/1/23 - 7/31/24	100%	16	\$ 900	
Member	Lynne	Peterson	8/1/23 - 7/31/24	100%	16	\$ 900	
						<u>\$ 3,750</u>	

BOARD OF HEALTH

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Dr. Khalid	Sami	8/1/23 - 6/7/24	50%	1	\$ 775	
Member	Shakeel	Ahmed	8/1/23 - 7/31/24	100%	2	\$ 550	
Member	Dave	Farnsworth	8/1/23 - 7/31/24	100%	2	\$ -	Waiving Stipend
Member	Vandana	Jhingan	8/1/23 - 7/31/24	50%	1	\$ 525	
Member	Roshan	Kassamali	8/1/23 - 7/31/24	100%	2	\$ 550	
Member	Maryann	Ogilvie	8/1/23 - 7/31/24	100%	2	\$ 550	
						<u>\$ 2,950</u>	

ENVIRONMENTAL COMMITTEE

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Donna	Panico	8/1/23 - 7/31/24	89%	8	\$ 950	
Member	Sandeep	Alavandi	8/1/23 - 7/31/24	67%	8	\$ -	Waiving Stipend
Member	Donna	Johnson	8/1/23 - 7/31/24	89%	8	\$ 700	
Member	Christine	Krause	8/1/23 - 7/31/24	100%	9	\$ 725	
Member	Pratik	Patel	8/1/23 - 7/31/24	56%	5	\$ 625	
Member	Ryszard	Puskarz	8/1/23 - 7/31/24	89%	8	\$ 700	
Member	Thomas	Radtke	8/1/23 - 7/31/24	56%	5	\$ 625	
Member	Bob	Wachsmuth	8/1/23 - 7/31/24	89%	8	\$ -	Waiving Stipend
Member	Liz	Wimmer	8/1/23 - 7/31/24	78%	7	\$ -	Waiving Stipend
						<u>\$ 4,325</u>	

ELECTRICAL COMMISSION

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Mike	LaRosa	8/1/23 - 7/31/24	100%	4	\$ 850	
Member	Mark	Cavaiani	8/1/23 - 7/31/24	100%	4	\$ 600	
Member	Tom	Lesiewicz	8/1/23 - 7/31/24	100%	4	\$ 600	
Member	Jeff	Oster	8/1/23 - 7/31/24	75%	3	\$ -	Waiving Stipend
Member	Kevin	Revane	8/1/23 - 7/31/24	75%	3	\$ 575	
						<u>\$ 2,625</u>	

COMMITTEE ON AGING

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Co-chair	Kim	Kettel	8/1/23 - 7/31/24	50%	3	\$ -	Waiving Stipend
Co-chair	Bernadette	Sigl	8/1/23 - 7/31/24	100%	10	\$ 1,000	
Member	Alexander	Bonarirgo	8/1/23 - 7/31/24	0%	9	\$ -	Waiving Stipend
Member	Kathleen	Kosta-Martinez	10/9/23 - 7/31/24	83%	8	\$ 700	Prorated Stipend
Member	Diana	Murray	8/1/23 - 7/31/24	83%	9	\$ 725	
Member	Marilyn	Pande	8/1/23 - 7/31/24	100%	8	\$ 700	
Member	Ryszard	Puskarz	8/1/23 - 7/31/24	83%	5	\$ 625	
Member	Kathleen	Ray	8/1/23 - 7/31/24	100%	10	\$ 750	
Member	Judith	Schillace	8/1/23 - 7/31/24	17%	2	\$ 50	
Member	Diane	Shore	8/1/23 - 7/31/24	50%	6	\$ 650	
						<u>\$ 5,200</u>	

BIKEWAYS COMMITTEE

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Robert	Schmidt	8/1/23 - 7/31/24	67%	2	\$ -	*Ineligible
Member	Lynn	Caldarola	8/1/23 - 7/31/24	100%	3	\$ 575	
Member	Jason	Flynn	8/1/23 - 7/31/24	100%	3	\$ 575	
Resident	Charlotte	Kegarise	8/1/23 - 7/31/24	100%	3	\$ 575	
Member	Dale	Litney	8/1/23 - 7/31/24	100%	3	\$ 575	
Member	W. Burke	Mac Donald	8/1/23 - 7/31/24	33%	1	\$ 25	
Member	Gary	Pilafas	8/1/23 - 7/31/24	0%	0	\$ -	*Ineligible
Member	Jim	Pye	8/1/23 - 7/31/24	0%	0	\$ -	*Ineligible
Member	Thomas	Rickert	8/1/23 - 7/31/24	100%	3	\$ 575	
Member	Glen	Szurgot	8/1/23 - 7/31/24	67%	2	\$ 550	
						<u>\$ 3,450</u>	

*Members do not receive a stipend as they are appointed by government bodies they represent.

PEER JURY

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Co-Chair	Lisa	Heidler	8/1/23 - 7/31/24	70%	7	\$ 675	
Co-Chair	Anna	Klimkowicz	8/1/23 - 7/31/24	100%	10	\$ 1,000	
						<u>\$ 1,675</u>	

CULTURAL COMMISSION

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Linda	Cain	8/1/23 - 7/31/24	80%	8	\$ 950	
Member	John	Cunningham	8/1/23 - 7/31/24	60%	6	\$ 650	
Member	Marilyn	Karr	8/1/23 - 7/31/24	60%	6	\$ 650	
Member	Michael	Kozakis	8/1/23 - 7/31/24	90%	9	\$ 725	
Member	Bobbi	Marchuk	8/1/23 - 7/31/24	100%	10	\$ -	Waiving Stipend
Member	Kevin	Miller	8/1/23 - 7/31/24	80%	8	\$ 700	
Member	Michael	Nejman	8/1/23 - 7/31/24	100%	10	\$ 750	
Member	Marilyn	Pande	8/1/23 - 7/31/24	70%	7	\$ 675	
Member	Minal	Patel	8/1/23 - 7/31/24	50%	5	\$ -	Waiving Stipend
Member	Bette	Solomon	8/1/23 - 7/31/24	50%	5	\$ 625	
Member	Rob	Ward	8/1/23 - 7/31/24	50%	5	\$ -	Waiving Stipend
						<u>\$ 5,725</u>	

SISTER CITIES

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Suzanne	Poeschel	8/1/23 - 7/31/24	100%	12	\$ 1,050	
Member	Caren	Chisesi	8/1/23 - 7/31/24	86%	7	\$ 675	
Member	Vandana	Jhingan	8/1/23 - 7/31/24	71%	5	\$ 625	
Member	Nilesh	Khot	8/1/23 - 7/31/24	0%	0	\$ -	
Member	Thomas	LaMantia	8/1/23 - 7/31/24	86%	7	\$ 675	
Member	Kozuko	Mino	8/1/23 - 7/31/24	71%	9	\$ 725	
Member	Annie	Miskewitch	3/1/24 - 7/31/24	100%	7	\$ -	Waiving Stipend
Member	Kiran	Nuthulapaty	3/12/24 - 7/31/24	43%	3	\$ -	Waiving Stipend
Member	Robert	Schmidt	8/1/23 - 7/31/24	100%	8	\$ -	Waiving Stipend
Member	Jose	Skrobot	8/1/23 - 7/31/24	29%	2	\$ 50	
Member	Kay	Wojcik	8/1/23 - 7/31/24	0%	0	\$ -	
Member	Ally	Zinck	8/1/23 - 7/31/24	43%	7	\$ 175	
						<u>\$ 3,975</u>	

SEPTEMBERFEST COMMITTEE

<u>POSITION</u>	<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>PERIOD SERVED</u>	<u>ATTENDED IN PERIOD</u>	<u>TOTAL # MEETINGS</u>	<u>TOTAL</u>	<u>NOTES</u>
Chairperson	Richard	Wiskirchen	8/1/23 - 7/31/24	71%	31	\$ 1,525	
Member	Laura	Awick	8/1/23 - 7/31/24	86%	14	\$ 850	
Member	Michael	Braheny	8/1/23 - 7/31/24	93%	20	\$ 1,000	
Member	Melanie	Brown	11/14/23 - 7/31/24	86%	7	\$ 425	Prorated Stipend
Member	Marc	Concialdi	11/14/23 - 2/11/24	50%	1	\$ 96	Prorated Stipend
Member	Victor	D'Amelio	8/1/23 - 7/31/24	100%	19	\$ 975	
Member	Michael	DeLisa	8/1/23 - 3/31/24	40%	4	\$ 100	
Member	William	Flesch	8/1/23 - 7/31/24	93%	15	\$ 875	
Member	Jason	Flynn	8/1/23 - 7/31/24	100%	34	\$ 1,350	
Member	John	Fraser	8/1/23 - 7/31/24	100%	16	\$ 900	
Member	Dawn	Hamilton	8/1/23 - 7/31/24	93%	20	\$ 1,000	
Member	Brandy	Hansen	8/1/23 - 7/31/24	93%	15	\$ 875	
Member	Natalie	Hansen	8/1/23 - 7/31/24	100%	16	\$ 900	
Member	Kenneth	Johnson	8/1/23 - 7/31/24	64%	10	\$ 750	
Member	Mary Jane	Lange	8/1/23 - 7/31/24	93%	17	\$ 925	
Member	Joe	Lenoci	8/1/23 - 7/31/24	86%	18	\$ 950	
Member	Maui	Mendez	8/1/23 - 7/31/24	64%	16	\$ 900	
Member	George	Mussman	8/1/23 - 7/31/24	93%	17	\$ -	Waiving Stipend
Member	Jeffrey	Mytych	8/1/23 - 7/31/24	93%	22	\$ 1,050	
Member	Debra	Prette	8/1/23 - 7/31/24	71%	15	\$ 875	
Member	Tracy	Richter-Papaproko	8/1/23 - 7/31/24	86%	13	\$ 825	
Member	Jeffrey	Sanderson	8/1/23 - 7/31/24	100%	22	\$ 1,050	
Member	Crystal	Schuster	11/14/23 - 7/31/24	100%	11	\$ 525	Prorated Stipend
Member	Eric	Todd	8/1/23 - 7/31/24	100%	21	\$ 1,025	
Member	Bruce	Webber	8/1/23 - 7/31/24	71%	15	\$ 875	
						<u>\$ 20,621</u>	

**SCHAUMBURG ADVISORY BODIES
ANNUAL STIPENDS 2023-24**

	\$25 MEETING ALLOWANCE	STIPEND	TOTAL
PLAN COMMISSION	\$ 1,275	\$ 7,000	\$ 8,275
ZONING BOARD OF APPEALS	\$ 4,425	\$ 7,800	\$ 12,225
BLOOD PROGRAM COMMITTEE	\$ 1,050	\$ 2,500	\$ 3,550
POLICE AND FIRE COMMISSION	\$ 1,500	\$ 2,250	\$ 3,750
BOARD OF HEALTH	\$ 200	\$ 2,750	\$ 2,950
ENVIRONMENTAL COMMITTEE	\$ 1,075	\$ 3,250	\$ 4,325
ELECTRICAL COMMISSION	\$ 375	\$ 2,250	\$ 2,625
COMMITTEE ON AGING	\$ 1,450	\$ 3,750	\$ 5,200
BIKEWAYS COMMITTEE	\$ 450	\$ 3,000	\$ 3,450
PEER JURY	\$ 425	\$ 1,250	\$ 1,675
CULTURAL COMMISSION	\$ 1,475	\$ 4,250	\$ 5,725
SISTER CITIES	\$ 1,225	\$ 2,750	\$ 3,975
SEPTEMBERFEST COMMITTEE	\$ 9,800	\$ 10,821	\$ 20,621
	<u>\$ 24,725</u>	<u>\$ 53,621</u>	<u>\$ 78,346</u>



**Recommendation to Approve the 2024 Property Tax Levy
10/21/2024**

Finance Legal Administrative General Government

Presenter: Lisa Petersen, Director of Finance & Alex Thorpe, Assistant Director of Finance

Lead Department: Finance

Executive Summary:

Since 2009, the village has implemented a property tax levy to fund costs associated with Police and Fire operations, principal and interest payments on one outstanding bond issue, and to make required contributions into the Police and Firefighters' pension funds. The principal and interest obligations for the 2010B bond issue were satisfied six years ago, which resulted in a 5% reduction of the levy in 2019. Each year, the village's fiscal condition is assessed to determine if the levy can be reduced further. Due to increases in police/fire pension contributions, it is not recommended to reduce the levy at this time.

The total amount of the levy is \$19,479,582. The levy would be allocated as follows:

*Public Safety Operations - \$2,894,371

*Police Pension Required Contributions - \$8,870,437

*Firefighters' Pension Required Contributions - \$7,714,774

It is also recommended that the loss factor be increased from 1% to 2% to mitigate lower property tax collection rates currently being reported by Cook County.

The tax levies for Special Service Areas (SSA) 12 & 13 ended with the 2023 levy. A public hearing will be held on December 10, 2024 to determine the levy for a new SSA #16 Remington, Basswood, Woodfield Business Center Subdivision.

It is important to note the substantial increase in Annual Required Contributions (ARC) for the police and fire pension funds. Based on current projections, the General Fund is expected to receive its last allocation from the property tax levy in 2026. Beyond that point, the entire levy is dedicated to pension fund ARCs. In the absence of a property tax levy increase, the village will need to use other revenue sources (existing or new) to address increases in the ARC's.

Recommended Action:

The Village Manager recommends the FLAGG Committee recommends the Village Board establish

the levy amount at \$19,479,582, set the tentative levy on November 12, 2024 and waive first reading and adopt the 2024 Tax Levy ordinance on December 10, 2024.

ATTACHMENTS:

Description	Type
▣ Executive Summary	Executive Summary
▣ Ordinance	Ordinance
▣ Exhibit A	Exhibit



VILLAGE OF SCHAUMBURG
PROGRESS THROUGH THOUGHTFUL PLANNING

Date: October 11, 2024
To: Brian Townsend, Village Manager
From: Lisa Petersen, Director of Finance
Subject: 2024 Property Tax Levy
For: FLAGG

Introduction

The purpose of this memorandum is to present the proposed 2024 property tax levy ordinance. For 2024, the property tax levy is proposed to remain flat.

Discussion

Since 2009, the village has extended a property tax to maintain the service levels enjoyed by the residential and business citizens of Schaumburg. When the property tax was implemented, the village also eliminated the village vehicle sticker, assumed the cost of residential refuse collection (approximately \$5.1 million annually), and sold bonds to pay for street improvements to leverage various grant opportunities. In 2019, the Village Board approved a tax levy that was 5% lower than 2018 as the only bond paid with property taxes was retired. Since 2019, the property tax levy has remained at \$19.5M and is comprised of three key components: the Annual Required Contributions (ARC) for the police and firefighter pension funds, and to offset operational expenses of the public safety departments. In recent years, the ARCs have increased significantly which has led to a faster reduction in property tax revenue available for the General Fund for police and fire operations. As such, funding for police and fire operations has come from other sources of revenue in order to maintain a flat tax levy.

For 2024, the ARCs are \$8,870,437 for the police pension fund and \$7,714,774 for the firefighter pension fund. This results in total property tax-supported pension contributions of \$16,585,211, which represents a \$1,212,326 increase, or 7.9%, from last year's total contribution of \$15,372,885.

For the last two fiscal years, the village utilized excess reserves to offset the impact of increases in the ARCs to maintain the revenue dedicated to public safety operations. However, it's important to recognize that these increases have cumulative effects. To sustain funding levels from the previous year with annual increases, both the prior year's increase and the new increase must be covered. Essentially, this results in a compounding effect, where maintaining a flat tax levy requires addressing multiple years of rising costs.

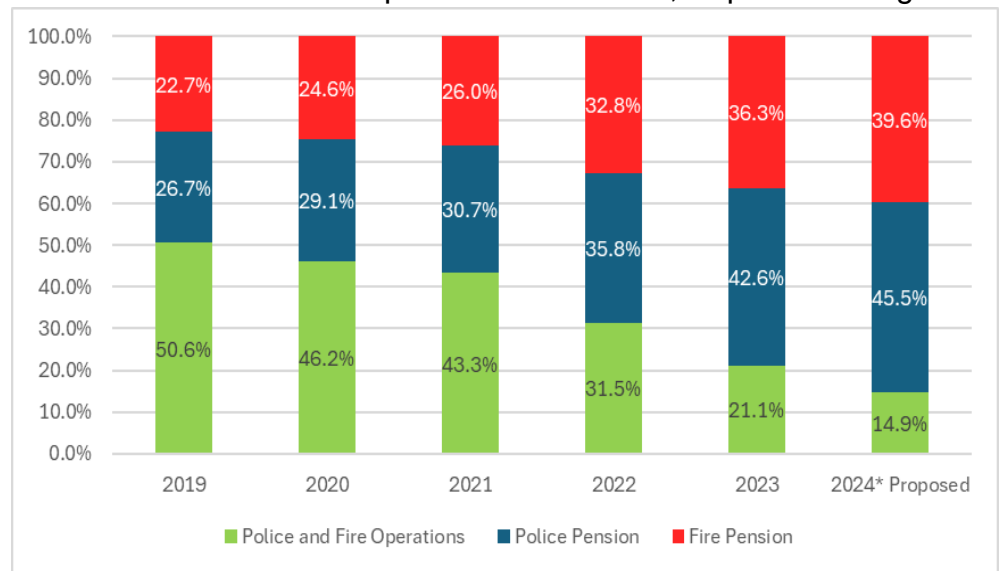
For the 2022 levy, \$2.3 million from excess reserves was utilized to mitigate the impact of ARC increases, allowing the levy to be maintained at the same level as in FY21. Without the use of these reserves, a \$2.3 million reduction would have occurred, leaving only \$6.1 million available to offset public safety operations. For the 2023 levy, an additional \$4.3 million from excess reserves was allocated for the same purpose, which covered the 2022 increase and the 2023 increase. The cumulative use of excess reserves over the past two years amounts to \$6.6 million. To maintain this strategy and keep the same level of funding for police and fire operations, a total of \$5.5 million is required this year. This brings the 3-year cumulative total to \$12.1 million of funding that is allocated to the police and fire pension funds and not available to offset operational expenses of the public safety departments.

The chart below illustrates property tax allocations since 2019:

	2019	2020	2021	2022	2023	2024
Police and Fire Operations	9,859,713	9,008,224	8,435,623	6,127,259	4,106,697	2,894,371
Police Pension	5,191,777	5,673,648	5,984,561	6,971,993	8,294,878	8,870,437
Fire Pension	4,428,092	4,797,710	5,059,398	6,380,330	7,078,007	7,714,774
Total	19,479,582	19,479,582	19,479,582	19,479,582	19,479,582	19,479,582

Public Safety Department Operations

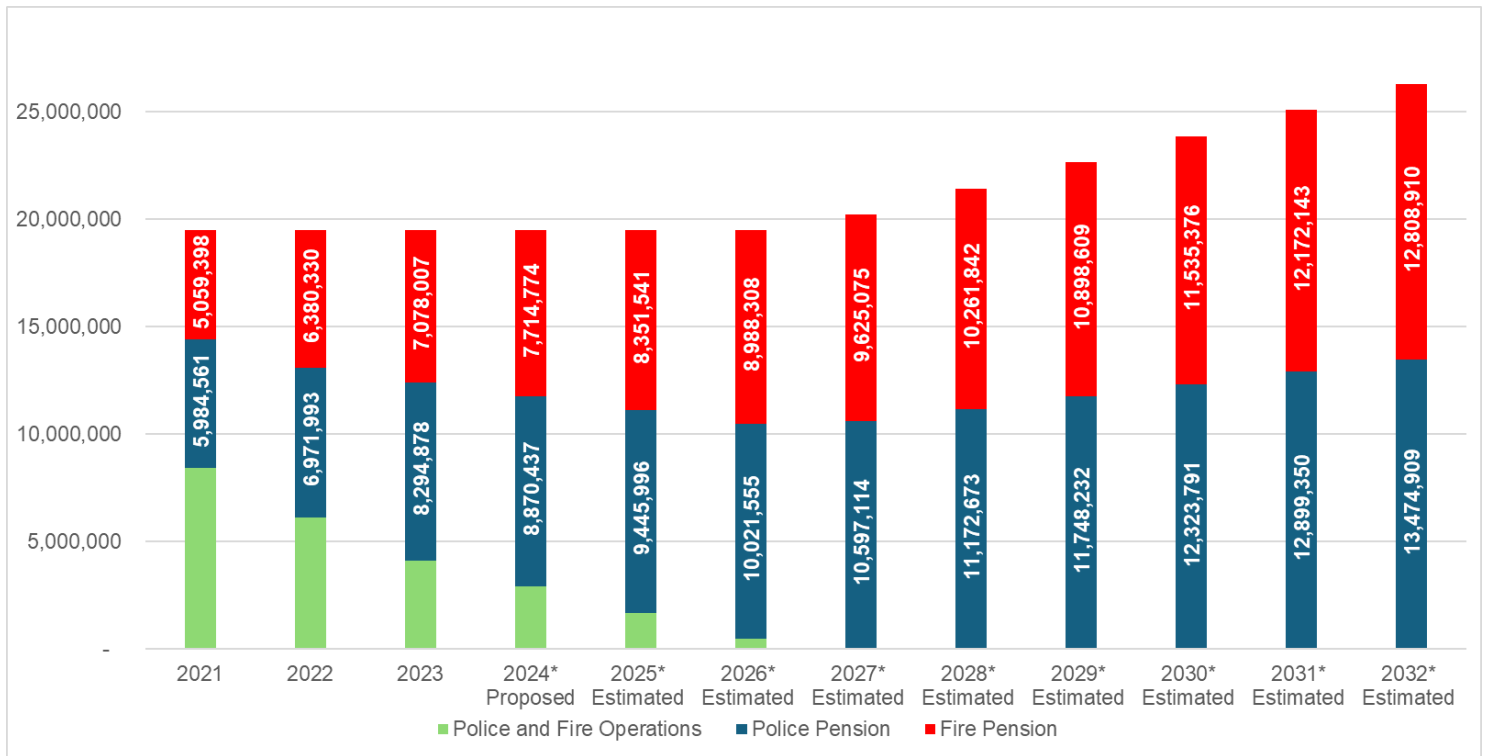
As mentioned above, the portion of the property tax levy allocated to the General Fund has been used to help fund the operating budgets of the Police and Fire departments. However, as pension obligations grow, other revenues have been used to cover public safety operations and maintain a flat levy. This year, due to another significant increase in the ARCs, only 14.9% of the total proposed levy will be allocated for public safety operations. The chart to the right illustrates the historical breakdown of the property tax levy and shows how the allocated percentages have changed over time.



Future Considerations

Current projections show that by 2026, almost the entire property tax levy will be allocated to pension obligations, leaving less than 1% to support public safety departments. And by 2027, the levy will no longer be sufficient to cover the growing pension requirements. Without a levy increase, other revenue must be identified to fund the ARCs. The General Fund is facing additional pressure due to the loss of approximately \$3 million annually from the State’s elimination of the grocery tax, unless a local grocery tax is implemented to recover the loss. Using excess reserves to bridge these funding gaps is not a sustainable strategy, as reserve levels are unpredictable and cannot be consistently relied upon. To ensure financial stability as it relates to funding the ARCs, it is essential to identify long-term, dependable funding strategies and solutions to address this ongoing challenge.

The chart below shows the predicted funding levels of the property tax levy.



Understanding the Funding Component

Since the ARCs are the largest component of the tax levy, the following provides a brief overview of the financial elements involved in calculating the ARCs. The Consolidated Pension Investment Funds have the autonomy to establish their own assumptions, which are used to calculate the ARCs. In accordance with Public Act 101-0610 that established the Consolidated Funds, if the Village does not contribute the ARCs calculated by the Consolidated Funds' actuary, the difference must be made up over a period of three years. As such, the Village has elected to use the ARCs provided by the Consolidated Funds and avoid the rolling 3-year make-up. Below are the components of the 2024 ARCs as determined by the Consolidated Pension Investment Funds actuary:

2024 ARCs	Fire	Police
Normal Cost	3,245,472	3,178,515
UAAL	5,721,521	6,804,526
Expected Member Contributions	(1,252,219)	(1,311,307)
Phase in of 2022 Assumption Changes Impact	-	198,703
Statutory Minimum Required Contribution	7,714,774	8,870,437

Normal Cost is the current year's cost for benefits yet to be funded.

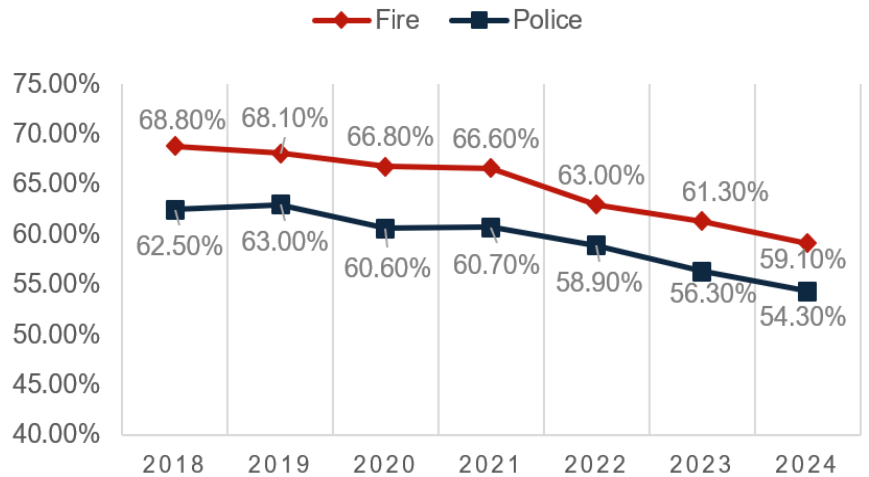
Unfunded Accrued Liability (UAL) is the excess of the Accrued Actuarial Liability over the Actuarial Value of Assets. Essentially, this is the pension fund's "debt". The exact amount is recalculated each year based on factors like investment returns, changes in mortality tables, number of years to 2040, and other financial considerations. The Illinois Police Officer's Pension Investment Fund uses an assumed interest rate of return of 6.8%, which is why there is an additional charge to the Police ARC as this rate is lower than the rate the Village used, 7%, in previous years.

Expected Member Contributions: Employees contribute to their own pensions. Police Officers contribute 9.91% and Firefighters contribute 9.455% of their base salary.

Pension Investment Consolidation

The chart to the right depicts each pension fund's funding levels since 2018. Despite making the annual required contributions, plus an additional \$250,000 contribution into each, both pension funds saw their funding percentages decrease from the prior year. The primary drivers of these decreases are due to the changes in assumptions used by the consolidated pension investment funds such as assumed rates of investment return, and actual investment results. The percent funded level based on the Actuarial Value of Assets decreased from 61.3% to 59.1% for Fire, and 62.5% to 54.3% for Police.

PENSION FUNDING LEVELS



Pension fund investment consolidation promised to reduce administrative expenses, however, the chart to the right illustrates that expenses haven't changed materially. The years marked with an asterisk—2021 for the Fire Pension and 2022 for the Police Pension—indicate when these funds sent investment assets to the consolidated funds.

Fiscal Year	Police Pension Total Expenses	Fire Pension Total Expenses	Combined Actual Expenses
2016	193,648	217,979	411,627
2017	190,085	231,432	421,517
2018	188,533	225,032	413,565
2019	204,475	254,970	459,445
2020	206,985	194,006	400,992
2021	241,637	243,220*	484,857
2022	299,367*	183,509	482,876
2023	292,399	175,990	468,389
2024	180,992	207,364	388,355

The State of Illinois is considering a proposal (HB1185) that extends the mandated 90% funding deadline from 2040 to 2050. Although this extension has the potential to alleviate some of the financial strain caused by substantial ARC increases and funding obligations, adoption of this legislation is not guaranteed. If passed, this deadline extension would provide additional time for the consolidated funds to stabilize, and the re-amortization should result in lower ARCs. Support for this legislation is part of the Village's 2024 Legislative Action Plan.

Impact on Rate

The following rate calculation is estimated based on the most recent information provided by Cook County. Since 2024 Equalized Assessed Valuations (EAV) have not yet been published, it's assumed that Schaumburg will see a 1% increase in EAV. Recently, there have been reports that Cook County tax collections are lower than usual. As such, staff analyzed the historical and current collection rate and determined that an increase to the loss factor from 1% to 2% is warranted to ensure the Village collects 100% of its levy. Over the past three years, the collection rate with the loss factor is 99.25%,

however, the current YTD collection rate with the loss factor is 94.99% and 95.94% without the loss factor. Assuming the village's average collection rate (98.18%) does not change, the 2% loss factor will help ensure the village collects 100% of its levy. Below are results of the analysis:

Levy Year	2020	2021	2022	2023	Average	2024
	FY22	FY23	FY24	FY25 YTD		FY26
VOS Levy	19,479,582	19,479,582	19,479,582	19,479,582		19,479,583
Loss Factor	194,796	194,796	194,796	194,796		389,592 *
Extended Levy	19,674,378	19,674,378	19,674,378	19,674,378		19,869,175
Actual Collection	19,576,215	19,538,852	19,462,956	18,688,492		19,479,583
% collected with Loss Factor	99.50%	99.31%	98.93%	94.99%	98.18%	98.04%
% of VOS levy collected	100.50%	100.30%	99.91%	95.94%	99.16%	100.0%

*2024 Loss Factor increased from 1% to 2%

The increase in loss factor is not expected to impact the village's tax rate of 0.467%.

Schaumburg Rate	2022 Final	2023 Final	% Chg	2024 Estimated	% Chg
Equalized Assessed Valuation	4,066,192,954	4,215,556,094	3.67%	4,257,711,655	1.00%
VoS Property Tax Levy	19,479,582	19,479,582	0.0%	19,479,582	0.0%
Loss Factor	194,796	194,796	0.0%	389,592	100.0%
Total Levy applied to VoS Assessed Value	19,674,378	19,674,378	0.0%	19,869,174	1.0%
Resulting Tax Rate (Levy / EAV)	0.484%	0.467%	-3.5%	0.467%	0.0%

Impact on Homeowners

Below is the estimated property tax paid to Schaumburg in 2024 based on a home with a median market value of \$300,000. In May 2024, Cook County announced the 2023 final multiplier of 3.0163. The Village's portion of the 2023 tax bill would be \$375.88, essentially the same as 2022. Schaumburg's last triennial assessment was for tax year 2022. The 2023 EAV went up 3.67% and the 2024 EAV is assumed to increase 1%, so no change in the taxes paid to Schaumburg is expected for tax year 2024.

Average amount of tax bill paid to Schaumburg	2022	2023	Change	2024	Change
Median Home Value	\$ 300,000	\$ 300,000		\$ 300,000	
Assessment level	10%	10%		10%	
Assessed Value	30,000	30,000		30,000	
2023 State Equalizer	2.9237	3.0163		3.0163	
	87,711	90,489		90,489	
Homeowner Exemption	(10,000)	(10,000)		(10,000)	
Adjusted EAV	77,711	80,489		80,489	
VOS Tax rate	0.484%	0.467%		0.467%	
Tax tax bill paid to VOS	\$ 376.01	\$ 375.88	\$ (0.12)	\$ 375.88	\$ -

Special Service Areas (SSAs)

Tax year 2023 was the final year that SSAs 12 and 13 were extended a levy. On September 24, 2024, the Village Board adopted Ordinance 24-062 establishing Special Service Area 16 (Remington,

Basswood, Woodfield Business Center Subdivision). A public hearing is being held at the December 10, 2024, Village Board meeting to establish an annual tax levy.

Timetable

Since the village’s proposed tax levy is not increasing when compared to the preceding year, the Truth-in-Taxation hearing is not required. The deadline for filing levy ordinances in Cook County is the last Tuesday in December; however, staff expects it will be filed by December 13, 2024. Following is the timetable for the 2024 property tax levy.

2024 Date	Step
Monday, October 21	FLAGG Meeting – proposed tax levy reviewed and recommended
Tuesday, November 12	Board Meeting – tentative levy set by Board (minimum 20 days before adoption)
Tuesday, December 10	Board Meeting – waive first reading, second reading and adoption of tax levy ordinance
Tuesday, December 31	Levies must be filed with County Clerk on or before the last Tuesday in December in any given tax year.

Recommendation

Staff recommends the FLAGG Committee recommend that the Village Board establish the levy amount at \$19,479,582, set the tentative levy on November 12, 2024, and adopt the tax levy ordinance on December 10, 2024.

ORDINANCE NO. 24-

AN ORDINANCE AUTHORIZING THE LEVY AND COLLECTION OF TAXES FOR THE CORPORATE AND MUNICIPAL PURPOSES OF THE VILLAGE OF SCHAUMBURG FOR THE FISCAL YEAR BEGINNING MAY 1, 2024, AND ENDING APRIL 30, 2025.

ADOPTED:

PUBLISHED IN PAMPHLET FORM PURSUANT TO AUTHORIZATION AND DIRECTION OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG ON

_____.

ORDINANCE NO. 24-

AN ORDINANCE AUTHORIZING THE LEVY AND COLLECTION OF TAXES FOR THE CORPORATE AND MUNICIPAL PURPOSES OF THE VILLAGE OF SCHAUMBURG FOR THE FISCAL YEAR BEGINNING MAY 1, 2024, AND ENDING APRIL 30, 2025.

WHEREAS, it has been determined by the corporate authorities that a property tax levy is necessary for tax levy year 2024 to fund services and expenditures planned for the fiscal year beginning May 1, 2024 and ending April 30, 2025 and

WHEREAS, the proposed levy of the Village represents a levy that is the same as the levy in 2023, thus, the Truth in Taxation Act hearing and publication do not apply.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG, COOK AND DUPAGE COUNTIES:

SECTION ONE: The prior recitals are incorporated as findings of the President and Board of Trustees.

SECTION TWO: That the sum of nineteen million, four hundred seventy nine thousand, five hundred eighty two dollars (\$19,479,582), the same being the total amount to be levied from the approved budget heretofore made for the corporate and municipal purposes for the fiscal year beginning May 1, 2024 and ending April 30, 2025, be and the same is hereby levied on all taxable property within the Village of Schaumburg according to the valuation of said property as is, or shall be assessed, or equalized by the State, for the current year 2024. The fiscal year 2024/25 budget was approved in accordance with Sections 5/8-2-9.1 to 5/8-2-9.10 of the Illinois Compiled Statutes (the Municipal Budget Act) by the President and Board of Trustees of the Village of Schaumburg on April 23, 2024. The various objects and purposes for which said budgets were heretofore made, and the specific amount hereby levied for each object and purpose, can be found in Exhibit A attached to this ordinance. A summary of the fund budgets and levy amounts is provided below:

Summary

	<u>Original Budget</u>	<u>Levy Amount</u>
General Fund	119,881,319	2,894,371
Refuse Disposal Fund	5,169,149	-
Debt Service Funds	9,077,367	-
Police Pension Fund	13,420,700	8,870,437
Firefighters' Pension Fund	12,999,350	7,714,774
	\$160,547,885	\$19,479,582

SECTION THREE: That this levy ordinance is adopted pursuant to the Illinois Municipal Code providing however, that any tax rate limitation or any other substantive limitations as to tax levies in the Illinois Municipal Code in conflict with this ordinance shall not be applicable as the Village of Schaumburg, Illinois is a "Home Rule" municipality having a population in excess of 25,000, and elects to exercise all powers granted pursuant to Section 6, Article VII of the Constitution of the State of Illinois.

SECTION FOUR: The Cook and DuPage County Clerks are to add two percent (2.0%) to the levy for the allowance for loss and costs.

ORDINANCE NO. 24-

AN ORDINANCE AUTHORIZING THE LEVY AND COLLECTION OF TAXES FOR THE CORPORATE AND MUNICIPAL PURPOSES OF THE VILLAGE OF SCHAUMBURG FOR THE FISCAL YEAR BEGINNING MAY 1, 2024, AND ENDING APRIL 30, 2025.

SECTION FIVE: That this levy ordinance is adopted in full compliance with Public Act 82-102 known as the Truth-In-Taxation Act and amended by Public Act 86-957.

SECTION SIX: That the Village Clerk of Schaumburg, Illinois, is ordered and directed to file a certified copy of this ordinance with the County Clerks of Cook and DuPage Counties on or before the time required by law.

SECTION SEVEN: All ordinances or parts of ordinances in conflict with these provisions are repealed.

SECTION EIGHT: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner prescribed by law.

AYES:

NAYS:

ABSENT:

PASSED AND APPROVED this _____ day of _____, 2024.

Village President

ATTEST:

Village Clerk

EXHIBIT A	Original Budget	
2024 Tax Levy Detail	2025	2024 Amount Levied
101 - General Fund		
President and Board	396,585	-
1005 - Mayor's Office		
Salaries and Wages	227,569	-
Insurances	16,981	-
Taxes	17,039	-
Pensions	7,829	-
Other Payroll	-	-
Supplies	16,744	-
Services and Charges	82,547	-
Capital Outlay	-	-
1005 - Mayor's Office Total	368,709	-
1010 - Clerk's Office		
Salaries and Wages	17,183	-
Taxes	1,316	-
Supplies	425	-
Services and Charges	8,951	-
1010 - Clerk's Office Total	27,875	-
Boards and Commissions	327,018	-
1505 - Plan Commission		
Salaries and Wages	8,208	-
Taxes	608	-
Services and Charges	1,464	-
1505 - Plan Commission Total	10,280	-
1510 - Zoning Board		
Salaries and Wages	13,875	-
Taxes	1,027	-
Services and Charges	11,910	-
1510 - Zoning Board Total	26,812	-
1515 - Blood Program Committee		
Salaries and Wages	3,550	-
Taxes	263	-
Supplies	735	-
1515 - Blood Program Committee Total	4,548	-
1520 - Fire & Police Commission		
Salaries and Wages	50,862	-
Taxes	374	-
Pensions	-	-
Supplies	100	-
Services and Charges	141,080	-
1520 - Fire & Police Commission Total	192,416	-
1525 - Board of Health		
Salaries and Wages	2,600	-
Taxes	192	-
1525 - Board of Health Total	2,792	-
1530 - FCC Advisory Committee		
Taxes	-	-
1530 - FCC Advisory Committee Total	-	-

1540 - Environmental Committee			
Salaries and Wages	4,700		-
Taxes	347		-
Supplies	400		-
1540 - Environmental Committee Total	5,447		-
1545 - Business Devel Commission			
Supplies	22,500		-
1545 - Business Devel Commission Total	22,500		-
1550 - Olde Schaumburg Commission			
Taxes	-		-
1550 - Olde Schaumburg Commission Total	-		-
1555 - Electrical Commission			
Salaries and Wages	3,000		-
Taxes	222		-
1555 - Electrical Commission Total	3,222		-
1565 - Teen Center Advisory Board			
Taxes	-		-
1565 - Teen Center Advisory Board Total	-		-
1570 - Committee on Aging			
Salaries and Wages	6,000		-
Taxes	444		-
Supplies	2,950		-
1570 - Committee on Aging Total	9,394		-
1575 - Bikeways Advisory Committee			
Salaries and Wages	5,000		-
Taxes	370		-
Services and Charges	85		-
1575 - Bikeways Advisory Committee Total	5,455		-
1585 - Peer Jury			
Salaries and Wages	2,000		-
Taxes	148		-
Supplies	450		-
Services and Charges	-		-
1585 - Peer Jury Total	2,598		-
1591 - Cultural Commission			
Salaries and Wages	6,500		-
Taxes	481		-
Supplies	-		-
1591 - Cultural Commission Total	6,981		-
1592 - Sister Cities Commission			
Salaries and Wages	5,500		-
Taxes	407		-
Supplies	5,550		-
Services and Charges	560		-
1592 - Sister Cities Commission Total	12,017		-
1593 - Septemberfest Committee			
Salaries and Wages	21,000		-
Taxes	1,554		-
1593 - Septemberfest Committee Total	22,554		-
1594 - 1% For Art Committee			
Taxes	-		-
1594 - 1% For Art Committee Total	-		-

General Government	2,051,500	-
3005 - Management		
Salaries and Wages	946,581	-
Insurances	104,560	-
Taxes	49,703	-
Pensions	71,138	-
Other Payroll	23,988	-
Supplies	4,914	-
Services and Charges	344,466	-
Miscellaneous	25,000	-
3005 - Management Total	1,570,350	-
3010 - Legal Services		
Supplies	150	-
Services and Charges	481,000	-
3010 - Legal Services Total	481,150	-
Communications and Outreach	916,346	-
3105 - Communications and Outreach		
Salaries and Wages	419,608	-
Insurances	50,944	-
Taxes	30,547	-
Pensions	26,599	-
Other Payroll	9,973	-
Supplies	88,650	-
Services and Charges	290,026	-
3105 - Communications and Outreach Total	916,346	-
Finance	4,212,676	-
3305 - Financial Management		
Salaries and Wages	470,014	-
Insurances	60,282	-
Taxes	27,609	-
Pensions	27,395	-
Other Payroll	5,343	-
Supplies	3,850	-
Services and Charges	95,498	-
Miscellaneous	-	-
3305 - Financial Management Total	689,992	-
3330 - Financial Reporting		
Salaries and Wages	385,874	-
Insurances	61,132	-
Taxes	28,686	-
Pensions	27,277	-
Other Payroll	1,271	-
Supplies	2,150	-
Capital Outlay	-	-
Miscellaneous	2,000,000	-
3330 - Financial Reporting Total	2,550,946	-
3340 - Procurement		
Salaries and Wages	277,617	-
Insurances	47,547	-

Taxes	21,160	-
Pensions	20,824	-
Other Payroll	84	-
Supplies	6,200	-
Capital Outlay	-	-
3340 - Procurement Total	391,332	-
3350 - Revenue Management		-
Salaries and Wages	177,074	-
Insurances	40,245	-
Taxes	12,829	-
Pensions	12,619	-
Other Payroll	679	-
Supplies	1,475	-
Services and Charges	117,509	-
Capital Outlay	-	-
3350 - Revenue Management Total	362,430	-
3355 - Licensing		-
Salaries and Wages	148,771	-
Insurances	40,245	-
Taxes	10,454	-
Pensions	9,706	-
Other Payroll	84	-
Supplies	8,710	-
Services and Charges	7	-
Capital Outlay	-	-
3355 - Licensing Total	217,976	-
Information Technology	5,021,516	-
3705 - Support Services		-
Salaries and Wages	713,483	-
Insurances	67,925	-
Taxes	43,700	-
Pensions	38,647	-
Other Payroll	7,628	-
Supplies	1,634	-
Services and Charges	1,192,820	-
Capital Outlay	213,000	-
Debt Service	-	-
3705 - Support Services Total	2,278,837	-
3710 - Application Acq & Dev		-
Salaries and Wages	622,908	-
Insurances	84,906	-
Taxes	47,660	-
Pensions	46,721	-
Supplies	-	-
Services and Charges	20,244	-
Capital Outlay	-	-
3710 - Application Acq & Dev Total	822,439	-
3715 - Maintenance		-
Salaries and Wages	497,235	-
Insurances	84,906	-
Taxes	38,385	-

Pensions	37,258	-
Other Payroll	2,520	-
Supplies	34,400	-
Services and Charges	763,999	-
Capital Outlay	-	-
3720 - Training Total	-	-
3725 - Customer Service Center		-
Salaries and Wages	402,937	-
Insurances	16,981	-
Taxes	30,839	-
Pensions	7,915	-
Supplies	-	-
Services and Charges	2,865	-
Capital Outlay	-	-
3725 - Customer Service Center Total	461,537	-
Human Resources	1,978,676	
3805 - Administration		-
Salaries and Wages	375,240	-
Insurances	42,452	-
Taxes	23,942	-
Pensions	24,533	-
Other Payroll	6,032	-
Supplies	3,900	-
Services and Charges	40,653	-
Capital Outlay	-	-
3805 - Administration Total	516,752	-
3810 - Benefits		-
Salaries and Wages	129,506	-
Insurances	21,226	-
Taxes	9,888	-
Pensions	9,713	-
Other Payroll	420	-
Supplies	-	-
Services and Charges	1,202	-
3810 - Benefits Total	171,955	-
3815 - Organizational Development		-
Salaries and Wages	229,785	-
Insurances	34,811	-
Taxes	17,626	-
Pensions	17,234	-
Other Payroll	630	-
Supplies	5,975	-
Services and Charges	474,159	-
3815 - Organizational Development Total	780,220	-
3820 - Risk Management/Safety		-
Salaries and Wages	75,412	-
Insurances	11,037	-
Taxes	5,779	-
Pensions	5,657	-
Other Payroll	336	-
Supplies	-	-

Services and Charges	22,374	-
3820 - Risk Management/Safety Total	120,595	
3825 - Employee Labor Relations		-
Salaries and Wages	42,079	-
Insurances	5,094	-
Taxes	3,220	-
Pensions	3,156	-
Other Payroll	-	-
Supplies	-	-
Services and Charges	79,712	-
3825 - Employee Labor Relations Total	133,261	
3830 - Recruitment and Compensation		-
Salaries and Wages	125,291	-
Insurances	21,226	-
Taxes	9,604	-
Pensions	9,398	-
Other Payroll	210	-
Supplies	500	-
Services and Charges	89,664	-
3830 - Recruitment and Compensation Total	255,893	
		-
Cultural Services	3,093,888	
5005 - Operations and Administration		-
Salaries and Wages	559,854	-
Insurances	78,113	-
Taxes	37,256	-
Pensions	27,925	-
Other Payroll	5,004	-
Supplies	15,846	-
Services and Charges	374,056	-
Capital Outlay	75,200	-
5005 - Operations and Administration Total	1,173,253	
5010 - Special Events		-
Salaries and Wages	367,730	-
Insurances	27,170	-
Taxes	28,626	-
Pensions	12,691	-
Other Payroll	847	-
Supplies	35,750	-
Services and Charges	482,755	-
Capital Outlay	-	-
Miscellaneous	-	-
5010 - Special Events Total	955,568	
5015 - Prairie Center Programing		-
Salaries and Wages	328,257	-
Insurances	47,547	-
Taxes	24,490	-
Pensions	16,977	-
Other Payroll	1,778	-
Supplies	37,175	-
Capital Outlay	-	-
Miscellaneous	-	-

5015 - Prairie Center Programing Total	965,066	
Police	36,581,595	1,447,186
3405 - Support Services		
Salaries and Wages	1,711,086	
Insurances	448,868	
Taxes	111,229	
Pensions	305,614	
Other Payroll	1,660	
Supplies	227,492	
Services and Charges	2,093,080	
Capital Outlay	414,850	
Miscellaneous	-	
3405 - Support Services Total	5,313,878	
3410 - Patrol Services		
Salaries and Wages	10,714,553	1,447,185.50
Insurances	1,460,382	
Taxes	171,058	
Pensions	5,507,929	
Other Payroll	40,520	
Supplies	69,735	
Services and Charges	533,246	
3415 - Emergency Service & Security Total	-	-
3417 - Traffic Services		
Salaries and Wages	3,586,265	-
Insurances	288,680	-
Taxes	135,059	-
Pensions	1,175,634	-
Other Payroll	11,180	-
Supplies	7,796	-
Services and Charges	273,654	-
Capital Outlay	15,848	-
Miscellaneous	100	-
3417 - Traffic Services Total	5,494,216	-
3420 - Investigative Services		
Salaries and Wages	3,192,397	-
Insurances	407,548	-
Taxes	81,638	-
Pensions	1,459,709	-
Other Payroll	19,680	-
Supplies	28,856	-
Services and Charges	167,918	-
Capital Outlay	-	-
Miscellaneous	-	-
3420 - Investigative Services Total	5,357,746	-
3425 - Crime Prevention Services		
Salaries and Wages	591,019	-
Insurances	16,981	-
Taxes	13,353	-
Pensions	88,665	-
Other Payroll	2,050	-
Supplies	23,136	-

Services and Charges	73,013	-
Miscellaneous	-	-
3430 - Technical Services Total	-	
3450 - Human Services		-
Salaries and Wages	552,226	-
Insurances	67,925	-
Taxes	42,380	-
Pensions	39,330	-
Other Payroll	1,680	-
Supplies	10,724	-
Services and Charges	274,762	-
Capital Outlay	-	-
Miscellaneous	29,260	-
3450 - Human Services Total	1,018,287	
Fire	31,536,664	1,447,186
3605 - Support Services		-
Salaries and Wages	805,008	-
Insurances	367,040	-
Taxes	39,879	-
Pensions	140,170	-
Other Payroll	4,140	-
Supplies	167,961	-
Services and Charges	934,335	-
Capital Outlay	4,000	-
3605 - Support Services Total	2,462,533	
3610 - Special Operations		-
Salaries and Wages	55,000	-
Insurances	-	-
Taxes	798	-
Pensions	-	-
Other Payroll	60,000	-
Supplies	23,510	-
Services and Charges	34,100	-
Capital Outlay	16,000	-
3610 - Special Operations Total	189,408	
3615 - Fire Suppression		-
Salaries and Wages	9,983,930	1,447,185.50
Insurances	1,307,551	-
Taxes	142,984	-
Pensions	5,074,930	-
Other Payroll	47,165	-
Supplies	121,119	-
Services and Charges	2,025,361	-
Capital Outlay	172,180	-
3615 - Fire Suppression Total	18,875,220	
3620 - Emergency Medical Services		-
Salaries and Wages	5,133,415	-
Insurances	662,266	-
Taxes	81,371	-
Pensions	1,933,787	-
Other Payroll	20,400	-
Supplies	74,747	-

Services and Charges	250,975	-
Capital Outlay	92,950	-
3620 - Emergency Medical Services Total	8,249,911	-
3625 - Emergency Management Agency		-
Salaries and Wages	116,246	-
Insurances	16,981	-
Taxes	8,971	-
Pensions	8,719	-
Other Payroll	1,265	-
Supplies	500	-
Services and Charges	48,120	-
Capital Outlay	-	-
3625 - Emergency Management Agency Total	200,802	-
3630 - Community Risk Reduction		-
Salaries and Wages	407,087	-
Insurances	33,962	-
Taxes	29,888	-
Pensions	19,181	-
Other Payroll	2,465	-
Supplies	21,109	-
Services and Charges	25,292	-
Capital Outlay	-	-
3630 - Community Risk Reduction Total	538,984	-
3635 - Logistical Support		-
Salaries and Wages	93,098	-
Insurances	16,981	-
Taxes	7,158	-
Pensions	6,983	-
Other Payroll	840	-
Supplies	11,150	-
Services and Charges	207,628	-
3640 - Public Education Total	-	-
3670 - Nursing & Senior Services		-
Salaries and Wages	373,264	-
Insurances	84,906	-
Taxes	28,627	-
Pensions	25,315	-
Other Payroll	840	-
Supplies	19,379	-
Services and Charges	131,638	-
Capital Outlay	-	-
Miscellaneous	12,000	-
3670 - Nursing & Senior Services Total	675,969	-
Engineering and Public Works	15,488,449	
4005 - Administration		-
Salaries and Wages	777,731	-
Insurances	108,509	-
Taxes	56,153	-
Pensions	46,654	-
Other Payroll	7,161	-
Supplies	13,792	-

Services and Charges	518,664	-
Capital Outlay	-	-
4005 - Administration Total	1,528,664	
4010 - Building Maintenance		-
Salaries and Wages	669,444	-
Insurances	107,491	-
Taxes	51,558	-
Pensions	46,249	-
Other Payroll	4,370	-
Supplies	71,150	-
Services and Charges	975,078	-
Capital Outlay	171,581	-
4010 - Building Maintenance Total	2,096,921	
4015 - Engineering Services		-
Salaries and Wages	612,056	-
Insurances	110,377	-
Taxes	47,528	-
Pensions	43,479	-
Other Payroll	2,730	-
Supplies	5,505	-
Services and Charges	453,987	-
Capital Outlay	-	-
4015 - Engineering Services Total	1,275,662	
4020 - Landscape Services		-
Salaries and Wages	837,714	-
Insurances	140,094	-
Taxes	60,102	-
Pensions	52,161	-
Other Payroll	5,340	-
Supplies	321,085	-
Services and Charges	1,451,284	-
Capital Outlay	17,200	-
4020 - Landscape Services Total	2,884,980	
4030 - Street Maintenance		-
Salaries and Wages	1,832,006	-
Insurances	225,000	-
Taxes	135,978	-
Pensions	96,154	-
Other Payroll	10,080	-
Supplies	411,425	-
Services and Charges	1,144,451	-
Capital Outlay	50,000	-
4050 - Storm Sewer Systems Total	-	
4080 - After Hours Customer Service		-
Salaries and Wages	222,944	-
Insurances	36,169	-
Taxes	16,953	-
Pensions	13,485	-
Other Payroll	1,200	-
Supplies	83,600	-
Services and Charges	363,275	-
Capital Outlay	28,000	-

4080 - After Hours Customer Service Total	765,626	
4090 - Fleet Operations		-
Salaries and Wages	855,360	-
Insurances	118,868	-
Taxes	61,095	-
Pensions	55,824	-
Other Payroll	10,480	-
Supplies	1,396,285	-
Services and Charges	479,591	-
Capital Outlay	54,000	-
Debt Service	-	-
4092 - Central Stores Total	-	-
Community Development	5,897,243	
4405 - Management and Administration		-
Salaries and Wages	615,063	-
Insurances	61,132	-
Taxes	33,382	-
Pensions	31,147	-
Other Payroll	5,948	-
Supplies	2,703	-
Services and Charges	131,876	-
Capital Outlay	-	-
4405 - Management and Administration Total	881,251	
4415 - Permit Services		-
Salaries and Wages	1,239,537	-
Insurances	271,699	-
Taxes	95,070	-
Pensions	91,471	-
Other Payroll	3,000	-
Supplies	6,290	-
Services and Charges	1,109,904	-
Capital Outlay	1,800	-
4420 - Economic Development Total	-	
4425 - Inspection Services		-
Salaries and Wages	939,623	-
Insurances	150,282	-
Taxes	72,260	-
Pensions	67,385	-
Other Payroll	4,800	-
Supplies	9,863	-
Services and Charges	163,583	-
Capital Outlay	-	-
4425 - Inspection Services Total	1,407,796	
4460 - Planning		-
Salaries and Wages	556,308	-
Insurances	111,226	-
Taxes	42,497	-
Pensions	41,728	-
Other Payroll	-	-
Supplies	1,800	-
Services and Charges	35,867	-

4460 - Planning Total	789,425	-
Economic Development	1,082,730	
4505 - Administration		-
Salaries and Wages	453,916	-
Insurances	67,925	-
Taxes	32,516	-
Pensions	31,402	-
Other Payroll	6,788	-
Supplies	1,905	-
Services and Charges	488,278	-
Capital Outlay	-	-
Miscellaneous	-	-
4505 - Administration Total	1,082,730	
Transportation	726,212	
4705 - Administration		-
Salaries and Wages	240,462	-
Insurances	33,113	-
Taxes	9,221	-
Pensions	9,017	-
Other Payroll	5,949	-
Supplies	575	-
Services and Charges	62,061	-
Capital Outlay	-	-
4705 - Administration Total	360,398	
4710 - Bikeways		-
Salaries and Wages	148,661	-
Insurances	21,226	-
Taxes	11,375	-
Pensions	9,205	-
Other Payroll	-	-
Supplies	2,135	-
Services and Charges	3,241	-
Capital Outlay	-	-
4715 - Airport Total	-	
4720 - Traffic		-
Salaries and Wages	69,903	-
Insurances	7,641	-
Taxes	-	-
Pensions	-	-
Other Payroll	-	-
Supplies	410	-
Services and Charges	92,017	-
4768 - Sch Woodfield Trolley Total	-	
Debt Projects	-	
9805 - General Projects		-
Oper Transfers Out	-	-
9805 - General Projects Total	-	
Operating Transfers	10,570,223	

9905 - Outgoing Transfers		-
Oper Transfers Out	10,570,223	-
9905 - Outgoing Transfers Total	10,570,223	
101 - General Fund Total	119,881,320	2,894,371
Grand Total	119,881,320	2,894,371

Police Pension Fund	13,420,700	8,870,437
Pensions	13,197,600	8,870,437
Supplies	-	-
Services and Charges	223,100	-
Grand Total	13,420,700	8,870,437

Firefighter's Pension Fund	12,999,350	7,714,774
Pensions	12,728,800	7,714,774
Supplies	1,200	-
Services and Charges	269,350	
Grand Total	12,999,350	7,714,774

Total levy		19,479,582.00
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**Recommendation to Award a Contract to LEVEL General Contractors, LLC for Guest Room Renovation Services at Renaissance Schaumburg Convention Center Hotel
10/21/2024
Finance Legal Administrative General Government**

Presenter: Lisa Petersen
Lead Department: Finance

Executive Summary:

Village staff and consultants recently concluded a Request for Proposal (RFP) for general contracting services to complete the guest room renovation at the Renaissance Schaumburg Convention Center Hotel. The RFP was published through the village's online procurement platform, so it was available to any and all qualified contractors; four proposals were received. The proposals were thoroughly evaluated by the Project Manager (JLL), the village's Asset Manager (HAP), and Dieter Heigl, the hotel's General Manager.

Contractors were invited to participate in a tour of the facility so each could gain familiarity with the space and understand the complexity of completing a renovation project while the hotel continues to operate. The intention is to minimize disruption to hotel guests while completing the project on time and on budget. The online procurement portal allows contractors to submit questions or clarifications on the scope of work. Every question and answer is available to all registered contractors, 56 inquiries were made and responded to.

Of the four proposals received, LEVEL General Contractors scored the highest number of points in the evaluation matrix and proposed the lowest cost. LEVEL's governmental experience includes Hilton Chicago O'Hare Airport, Westin Chicago Lombard, and McCormick Place. LEVEL's hotel renovation experience is vast and received very positive feedback from property contacts.

The guest room renovation project is expected to begin in April 2025 and be completed in August 2025. The Project Manager, Asset Manager, and General Manager all recommend LEVEL General Contractors, LLC to complete the guest room renovation at the Renaissance Schaumburg Convention Center Hotel.

Recommended Action:

The Village Manager recommends the FLAGG Committee recommends the Village Board authorize the Village Manager to award a contract to LEVEL General Contractors, LLC for the guest room renovation at the Renaissance Schaumburg Convention Center Hotel in the amount of \$9,671,223.

ATTACHMENTS:

Description

Type

▣	JLL GC Recommendation	Exhibit
▣	HAP GC Recommendation	Exhibit
▣	Heigl GC Recommendation	Exhibit
▣	Scorecards	Exhibit
▣	LEVEL Summarized Proposal	Exhibit
▣	Resolution	Resolution Letter

October 8, 2024

Brian Townsend

Village of Schaumburg
 101 Schaumburg Court
 Schaumburg, IL 60193

RE: Renaissance Schaumburg Hotel Renovation
 Renovation Contractor Selection

Dear Brian,

JLL has completed its review and evaluation of the proposals regarding the above-referenced project. All proposals were evaluated based on a standardized points matrix developed for this project. Analysis included levelling of the cost proposals and evaluation of the proposers' relevant qualifications and proposed project approach/schedule. Using these criteria, the proposals were scored using the evaluation scorecard function of the Village's procurement portal. The results of the scoring are as follows:

Vendor	Qualifications Points Based 25 Pts (29.4%)	Project Approach Points Based 20 Pts (23.5%)	Cost Points Based 30 Pts (35.3%)	Mark-Ups Points Based 10 Pts (11.8%)	Total Score (Max Score 85)
LEVEL General Contractors, LLC	25	16	23	10	74
McHugh Construction	18	11	22	7	58
Path Construction Company	7	10	13	6	36
Walsh Group	12	15	21	3	51

SUMMARY OF COST PROPOSALS

Vendor	Cost Proposal
LEVEL General Contractors, LLC	\$9,671,223
McHugh Construction	\$9,767,445
Path Construction Company	\$10,558,000
Walsh Group	\$9,833,051

Based on our review of the proposals and scoring, we recommend award of the project to LEVEL General Contractors, LLC. LEVEL submitted the lowest cost proposal, and their proposed team has the most relevant experience. While their schedule indicates a completion date 4 days beyond the deadline, their schedule was the most detailed, capturing key steps and demonstrating knowledge of the activities unique to this type of project. The number of sold rooms displaced in their rooms-out-of-service matrix was in the low range compared with the other feasible project approaches. A detailed analysis is attached, and a summary of the solicitation and evaluation process follows.

SUMMARY OF SOLICITATION AND EVALUATION PROCESS

- The Request for Proposal (RFP) was issued via the Village's procurement portal.
- A tour of the property to review access and the scope of work was scheduled and advertised in the RFP and open to all proposers, though limited to no more than four (4) representatives per proposer. A total of nine (9) proposer companies were represented at the tour.
- A Bid Form was provided to proposers in a standardized format so that costs could be entered in a consistent manner.
- Requests for Information (RFIs) regarding the RFP were submitted by proposers via the Village's procurement portal. All RFIs and responses were posted on the portal and available to all proposers. A total of 56 RFIs were submitted.
- On the date proposals were due, a total of four (4) proposals were submitted by the deadline.
- All submitted cost proposals were compared to each other and leveled to eliminate notable discrepancies between proposals based on entries in the Bid Forms as well as based on clarifications, exclusions, and qualifications to their proposals submitted by the respective proposers.
- As a result of this leveling process, each of the cost proposals required adjustment, either increasing or decreasing the total cost proposal amounts originally submitted. JLL produced a Revised Bid Form for each proposer that included the following:
 - Adjusted cost proposal
 - Confirmation that the cost proposal reflects the relevant adjustments made necessary through leveling
 - Updated and revised proposal clarifications, exclusions, and qualifications letter or form

Each proposer was required to review, sign, date, and return a copy of the Revised Bid Form, certifying that the form accurately reflects the proposers final cost proposal. This revised form was used as the basis for determining the lowest cost proposal.

JLL

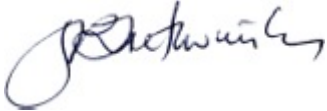
Project and Development Services **T** +1 312 228 2714
Hotels & Hospitality **C** +1 312 286 5245
200 East Randolph Drive **E** Gint.lietuvninkas@jll.com
Chicago, Illinois 60601 **W** jll.com

- In addition to JLL, other proposal evaluators included the Village's asset manager, the hotel's general manager, and the hotel's director of engineering.
- The Village standard RFP format required municipal references. In addition, JLL contacted hotel properties renovated by the lowest-priced, qualified proposer (LEVEL) to obtain feedback on their performance. Out of four (4) properties contacted, two (2) responded and the feedback for both was overwhelmingly positive.
- Path Construction offered an unconventional approach to the schedule and construction logistics that claimed no displacement of booked rooms. Path Construction was provided an opportunity to discuss and explain their plan in more detail and to defend their approach. Evaluators concluded the approach proposed by Path Construction was not feasible because it did not adequately separate hotel operations and guest occupancy from construction activities, creating disruptive and hazardous conditions.

END OF SUMMARY OF SOLICITATION AND EVALUATION PROCESS

Please let us know if you have any questions or require additional information. Otherwise, please advise if you agree with our recommendation.

Sincerely,



Gintaras Lietuvninkas, AIA
Vice President

September 24, 2024

Mr. Brian Townsend
Village of Schaumburg
101 Schaumburg Court
Schaumburg, IL 60193

RE: Renaissance Schaumburg Convention Center Hotel Renovation
General Contractor Selection

Dear Brian:

Hospitality Advisory Partners (HAP), the Village of Schaumburg's hotel asset manager, participated in the overall review of the general contractor submittals received by the Village for the renovation of the hotel guestrooms, suites, guestroom corridors and concierge lounge. Our analysis consisted of reviewing the submittal information provided by Jones Lang LaSalle (JLL), the project manager, which included items such as overall cost/fees, relevant experience, and estimated project renovation approach and schedule. In addition, HAP participated in a follow up call, along with JLL and the hotel's general manager, with one of the general contractors to further understand their proposed renovation approach.

Based upon our review of the information provided by JLL, we agree with JLL's recommendation to award the renovation project to LEVEL General Contractors, LLC.

Should you have any questions, please contact me at (404) 307-8905.

Respectfully submitted,



Tom Reifert
President
Hospitality Advisory Partners, LLC

09.24.2024

To: Brian Townsend
Manager, Village of Schaumburg

From: Dieter Heigl
General Manager, Renaissance Schaumburg Convention Center Hotel

CC: Lisa Petersen
Director of Finance, Village of Schaumburg

Tom Reifert
Asset Management, Hospitality Advisory Partners

Gint Lietuvninkas,
Project Management, Jones Lang LaSalle

Mr. Townsend:

This letter serves as the recommendation for the selection of the general contractor for the Renaissance Schaumburg Convention Center Hotel guest room renovation scheduled to start in April 2025.

I have reviewed the completed bid analysis and the evaluation of the four interested bidders, and additionally participated in a 30-minute interview with Path Construction.

Drawing on my experience from previous involvement with guest room renovations (4) and based on the quality of the bid proposals and prior experience with Level Construction LLC, I support the Jones Lang LaSalle Project Management recommendation of Level Construction LLC for this project.

Thank you.

Dieter Heigl

Dieter Heigl

Renaissance Schaumburg Convention Center Hotel

Tel (847) 303-4114
Fax (847) 303-4149

1551 N. Thoreau Dr.
Schaumburg, IL 60173

www.marriott.com/chirs
Dieter.Heigl@renhotels.com


RENAISSANCE®
SCHAUMBURG CONVENTION CENTER HOTEL

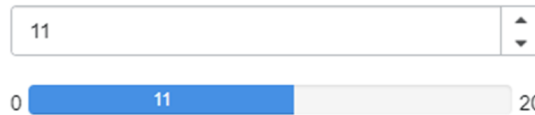
Vendor <i>Click row to open scorecard</i>	Contractor's Qualifications and Exper Points Based 25 Points (29.4%)	Schedule and Approach to the Project Points Based 20 Points (23.5%)	Cost Points Based 30 Points (35.3%)	Mark-Ups on Change Orders Points Based 10 Points (11.8%)	Total Score (Max Score 85)
LEVEL General Contractors, LLC. ▲ Unsubmitted scorecard	25	16	23	10	74
McHugh Construction ▲ Unsubmitted scorecard	18	11	22	7	58
Path Construction Company ▲ Unsubmitted scorecard	7	10	13	6	36
Walsh Group ▲ Unsubmitted scorecard	12	15	21	3	51

LEVEL General Contractors, LLC. Scorecard ✕

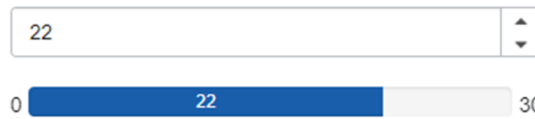
<p>Contractor's Qualifications and Experience <i>Points Based 25 Points (29.4% of total)</i></p>	<p>Score (0-25 Points)</p> <div style="border: 1px solid #ccc; padding: 5px; width: 100%; text-align: center;">25</div> <div style="display: flex; align-items: center; margin-top: 5px;"> 0 <div style="flex-grow: 1; position: relative;"> <div style="background-color: #2e7d32; width: 100%; height: 10px;"></div> </div> 25 </div>	<p>Comment</p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 50px;"> <p>Core team members have combined relevant project experience totaling 26 guestroom renovation projects within operating hotels within the past 10 years.</p> </div>
<p>Schedule and Approach to the Project <i>Points Based 20 Points (23.5% of total)</i></p>	<p>Score (0-20 Points)</p> <div style="border: 1px solid #ccc; padding: 5px; width: 100%; text-align: center;">16</div> <div style="display: flex; align-items: center; margin-top: 5px;"> 0 <div style="flex-grow: 1; position: relative;"> <div style="background-color: #2e7d32; width: 80%; height: 10px;"></div> </div> 20 </div>	<p>Comment</p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 50px;"> <p>Approach adequately segregates construction activities to minimize impact on guest experience and hotel operations and includes corridor scope (5/5); clearly showed all 5 key and unique hotel-specific steps in detailed Gantt chart schedule (5/5); completion date not within specified parameters (4 days late) (4/5); medium-high (1460) number of rooms displaced (2/5).</p> </div>
<p>Cost <i>Points Based 30 Points (35.3% of total)</i></p>	<p>Score (0-30 Points)</p> <div style="border: 1px solid #ccc; padding: 5px; width: 100%; text-align: center;">23</div> <div style="display: flex; align-items: center; margin-top: 5px;"> 0 <div style="flex-grow: 1; position: relative;"> <div style="background-color: #0056b3; width: 77%; height: 10px;"></div> </div> 30 </div>	<p>Comment</p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 50px;"> <p>Lowest bid but \$671,223 (7%) over the \$9M budget.</p> </div>
<p>Mark-Ups on Change Orders <i>Points Based 10 Points (11.8% of total)</i></p>	<p>Score (0-10 Points)</p> <div style="border: 1px solid #ccc; padding: 5px; width: 100%; text-align: center;">10</div> <div style="display: flex; align-items: center; margin-top: 5px;"> 0 <div style="flex-grow: 1; position: relative;"> <div style="background-color: #2e7d32; width: 100%; height: 10px;"></div> </div> 10 </div>	<p>Comment</p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 50px;"> <p>Lowest aggregated mark-up of 18.50%.</p> </div>

Contractor's Qualifications and Experience*Points Based | 25 Points (29.4% of total)***Score (0-25 Points)****Comment**

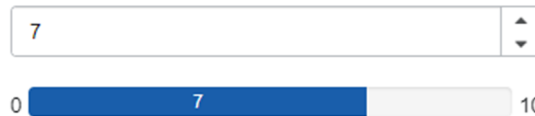
Core team members have combined relevant project experience totaling 18 guestroom renovation projects within operating hotels within the past 10 years.

Schedule and Approach to the Project*Points Based | 20 Points (23.5% of total)***Score (0-20 Points)****Comment**

Approach adequately segregates construction activities to minimize impact on guest experience and hotel operations and includes corridor scope (5/5); schedule did not show the 5 key and unique hotel-specific steps in detailed Gantt chart schedule (0/5); completion date within specified parameters (5/5); high (2084) number of rooms displaced (1/5).

Cost*Points Based | 30 Points (35.3% of total)***Score (0-30 Points)****Comment**

Second lowest bid but \$767,445 (8%) over the \$9M budget.

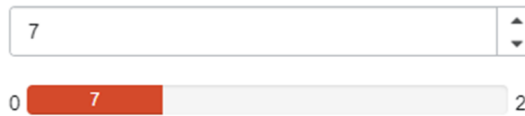
Mark-Ups on Change Orders*Points Based | 10 Points (11.8% of total)***Score (0-10 Points)****Comment**

Medium-low aggregated mark-up of 23.25%.

Contractor's Qualifications and Experience

Points Based | 25 Points (29.4% of total)

Score (0-25 Points)



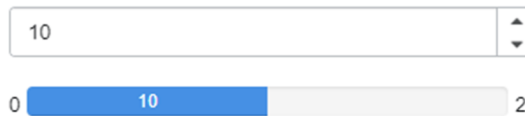
Comment

Core team members have combined relevant project experience totaling 7 guestroom renovation projects within operating hotels within the past 10 years.

Schedule and Approach to the Project

Points Based | 20 Points (23.5% of total)

Score (0-20 Points)



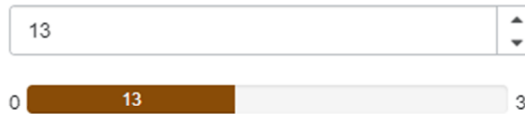
Comment

Approach does not adequately segregate construction activities to minimize impact on guest experience and hotel operations and does not include corridor scope (0/5); not all key and unique hotel-specific steps indicated in detailed Gantt chart schedule (3/5); completion date beyond specified parameters since corridor scope to be performed after rooms completed (4/5); low (0) number of rooms displaced; however, after discussion with the proposer about their approach, zero displacement is not realistic (3/5).

Cost

Points Based | 30 Points (35.3% of total)

Score (0-30 Points)



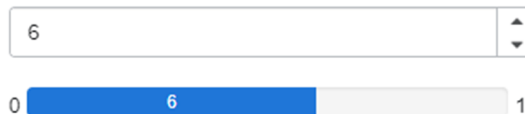
Comment

Highest bid at \$1,558,000 (17%) over the \$9M budget.

Mark-Ups on Change Orders

Points Based | 10 Points (11.8% of total)

Score (0-10 Points)



Comment

Medium-high aggregated mark-up of 25.00%.

Contractor's Qualifications and Experience

Points Based | 25 Points (29.4% of total)

Score (0-25 Points)



Comment

Core team members have combined relevant project experience totaling 12 guestroom renovation projects within operating hotels within the past 10 years.

Schedule and Approach to the Project

Points Based | 20 Points (23.5% of total)

Score (0-20 Points)



Comment

Approach adequately segregates construction activities to minimize impact on guest experience and hotel operations and includes corridor scope (5/5); schedule did not include all unique hotel-specific steps in detailed Gantt chart schedule (2/5); completion date within specified parameters (5/5); medium-low (1262) number of rooms displaced (3/5).

Cost

Points Based | 30 Points (35.3% of total)

Score (0-30 Points)



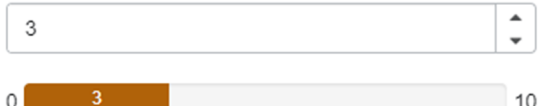
Comment

Third lowest bid but \$833,051 (9%) over the \$9M budget.

Mark-Ups on Change Orders

Points Based | 10 Points (11.8% of total)

Score (0-10 Points)



Comment

Highest aggregated mark-up of 30.00%.



2625 Butterfield Road, Suite 301-W
Oak Brook, IL 60523

Renaissance Schaumburg Convention Center and Hotel

*Guestroom and Corridor
Renovation*

Proposal

8/22/2024



August 22, 2024
Village of Schaumburg
Attn: Purchasing Division
Atcher Municipal Center
101 Schaumburg Ct., Schaumburg, IL
Re: 2024-RFP-061 Renaissance Schaumburg Hotel Guestroom Renovation

To Whom It May Concern:

We appreciate the opportunity to provide our proposal for the above referenced project. LEVEL General Contractors, LLC. is a Chicago-based general contractor in operation since 2010 with over 100+ years of combined experience in the hospitality sector. In the past 10 years we've completed 14 guestroom renovation projects encompassing over 7500 rooms for a total value of \$147 million.

Our past clients will verify our proven record of working within occupied buildings effectively without disruption or inconvenience to the guests or staff. This begins with the proper attitude and leadership of the general contractor creating the atmosphere of zero guest complaints. Hiring the proper subcontractor teams is a key component of the plan as we do not self-perform any work. From there we work as a team to schedule deliveries with close coordination with Hotel team members to not disrupt services.

Our organizational structure is based on the multi-disciplinary training and experience of our team in estimating, project management, and field supervision. Effective planning and problem resolution are the keys to well-organized and successful construction projects. Challenges including budget constraints, unusual materials, tight schedules, unforeseen conditions and many others can be overcome if handled properly. Our track record shows that we thrive at planning and problem resolution. As a result, we enjoy and excel at even the most challenging projects.

We believe that service is just as important as the final product. LEVEL General Contractors, LLC. would love to be part of a team with Renaissance Schaumburg. We feel based on our previous experience and our approach to a project from start to finish we would be a great fit. Please feel free to contact us if you have any questions or require additional information.

Very truly yours

Tom Batinich

Tom Batinich
Vice President
LEVEL General Contractors, LLC
2625 Butterfield Road, Suite 301-W
Oak Brook, IL 60523

Cc: Jeff Kennedy



PROJECT APPROACH

Our key to successful projects is to take the team approach with our experienced staff. By combining our efforts with those of the Hotel staff and ownership personnel, we ensure our projects are delivered on time, within budget, and up to the standards of our clients.

In order to achieve this we take the following steps:

- Daily check-ins with operations for smooth coordination of activities
- Weekly foreman meetings to address/resolve concerns with all trades
- Weekly in-person OACs to discuss outstanding items and project concerns
- Real-time updates to logs tracking RFIs, Submittals, Allowances, Change Orders
- Distribution of daily and/or weekly detailed schedules to all team members
- Deliveries carefully coordinated with hotel operations to minimize disruptions
 - All deliveries scheduled 48 hours in advance
 - Daily/weekly delivery schedules distributed to all team members
- Seamless punchlist process
 - Establish acceptance requirements by completing and reviewing a room early in the project. This will set the precedent for expectations moving forward.
 - Subs/LEVEL GC complete own prior to Ownership review
- Managing the hotel guest experience
 - Set "no noise" work hours for crews
 - Provide phasing and/or buffer areas to limit disturbances and guest complaints

As a part of the Renaissance Schuamburg Public Space renovation team, LEVEL GC already has an established relationship with Owner, the Hotel Executive Team, Asset Manager, Architect, and Designer. This makes us uniquely qualified to tackle the Guestroom Renovation project.

PROPOSED TEAM MATRIX



NAME	PRE-CONSTRUCTION PHASE	CONSTRUCTION PHASE	CLOSEOUT PHASE
Jeff Kennedy Project Executive	Corporate oversight and assist in pre-construction as needed	Oversight of construction team to ensure project budget, schedule and goals are achieved	Resolve any difficulties
Tom Batinich Senior Project Manager	Day to day responsibilities for all pre-construction services	Full time project manager during construction	Oversee closeout and resolve any difficulties
Tom Bill Project Superintendent	Assist as needed on schedule and logistics during pre-construction services	Full time onsite as project superintendent	Responsible for closeout & punchlist
Charlie Kretchmer Project Superintendent	Assist as needed on schedule and logistics during pre-construction services	Part time onsite as project superintendent	Responsible for closeout & punchlist
Amanda Gilliam Assistant Superintendent / Assistant Project Manager	Assist as needed on pre-construction services	Full time onsite assistant superintendent / assistant project manager	Responsible for assisting the superintendent and the project manager



Jeff Kennedy - President

2625 Butterfield Road, Suite 301-W
Oak Brook, IL 60523

Currently president of LEVEL, my background includes renovation work and new construction. My education is engineering which compliments my construction career. We specialize in difficult renovations of any kind including hotels, restaurants, and offices.

Project Experience

- Embassy Suites Chicago 368 rooms; in atrium style building – open during renovation
- Renaissance Schaumburg Renovation of 125,000 sq. ft. of public space
- Hilton Garden Inn Mag Mile 361 rooms; and various meeting rooms – open during renovation
- The Wit Hotel 302 rooms; ADA conversions – open during renovation
- Westin Lombard 255 rooms; ADA conversions – open during renovation
- Hotel Indigo Minneapolis 220 rooms; major lobby renovation in historic building – closed during construction
- Graduate Hotel – Evanston 119 rooms; major lobby renovation – completed during COVID
- Hyatt Regency O’Hare 119 rooms; major lobby renovation – completed during COVID
- Warwick Allerton 251 rooms; 2 separate phases – open during renovation
- Talbott Hotel 178 rooms; corridor and 8000 sq. ft of public space including bar and restaurant
- Loews O’Hare Hotel 550 rooms, corridors and public space – open during renovation
- Westin Itasca 523 rooms; open during renovation
- W Hotel Lakeshore 515 rooms; lobby, bar, restaurant, ballrooms - open during renovation
- Residence Inn & Springhill Suites 523 rooms; major lobby renovation – open during renovation
- Palmer House Phase 1&2 527 rooms; Phase 1 floors 19 & 21, Phase 2 floors 16,22 & 23 – Open during renovation
- W Hotel City Center 255 rooms; major renovation w/ new plumbing; public areas – open during renovation
- Hard Rock Hotel 390 rooms; Renovation of MEP; extensive public areas; new 4 story addition
- W Hotel Lake Shore 520 rooms; major renovation; extensive public areas
- Allerton Crown Plaza 430 rooms; major renovation; extensive public areas

References

- Jodi Robertson (Magna Hospitality Group) 401/562-2214
- David Cohen (FullG Capital) 908/309-2929
- Mike Miller (Blackline Group) 312/980-1331
- Mabry Lulli (JLL) 312/750-2456
- Christine Lofton (Insight Project Management) 312/888-0852
- Laurie Miller (Anderson Miller Ltd.) 312/550-3050
- Elyse Litwack (4S Bay Partners) 847/565-6530
- Tom Fujikawa (Fujikawa Johnson Gobel Architects) 312/206-5055
- Tom Nowicki (Diverzify Pro) 847/250-4541
- Eric Evans (AMS Mechanical Systems, Inc.) 630/887-7700

Education

- Bachelor of Science in Engineering, Purdue University
- LEED AP
- OSHA 30 Hour Trained

Previous Employers

- Pepper Construction Company Chicago
- Turner Construction Company Chicago



Tom Batinich – Vice President

2625 Butterfield Road, Suite 301-W
Oak Brook, IL 60523

Currently a Vice President at LEVEL General Contractors, my background includes 19 years of experience in new construction, renovation and tenant improvement from commercial, institutional, hospitality and offices. We specialize in difficult renovations of any kind including hotels, restaurants, and offices.

Project Experience

- Hilton O’Hare Public Space renovation 15,000SF that includes infilling a pool.
- Hyatt Centric Mag Mile Public Space renovation 4,600SF with new lighting and dimming
- Renaissance Schaumburg Public Space renovation of 125,000SF
- Hilton Garden Inn Mag Mile Renovation of 361 Guestrooms with shower conversions
- theWit Hotel Renovation of 304 Guestrooms and Lobby
- Westin Lombard Renovation of 501 Guestrooms and 60,000SF of Public Space
- Talbott Hotel – Façade Renovation Façade Renovation of landmark 16 story building – Open During Construction
- Hilton Chicago – Imperial Suites Renovation of 8,00SF, 2 high-end Suites – Open during Construction
- Park Hyatt Chicago Addition of Folding Partition with steel support structure to an ex. Mtg Rm
- Hilton Garden Inn Mag Mile Complete gut renovation of Public Space Restrooms
- McCormick Place Commercial kitchen renovation of 27,000SF
- Talbott Hotel High-end Lobby Renovation of 7,000SF – Guestroom Renovation of 178 Rooms
- Embassy Suite Lombard Lobby Renovation of 28,000SF – Open During Construction
- Westin Itasca Renovation of 415 Guestrooms – Open During Construction
- Doubletree Oak Brook Renovation of 414 Guestrooms – Open During Construction
- Palmer House Hotel – Floors 16,22 & 23 Renovation of 275 Guestroom and 372 bathrooms – Open during renovation
- Palmer House Hotel – Floors 19 & 21 Renovation of 222 Guestrooms and 258 bathrooms – Open during renovation
- Hazelden Foundation Interior renovation of 15,000SF of Guestrooms and Offices while occupied
- Hyatt Regency Chicago – East Tower Renovation to 1,051 rooms and 31 corridors – Open during renovation
- Hyatt Regency Chicago – West Tower Renovation to 962 rooms and 32 corridors – Open during renovation
- Lakeside Congregation New construction of a 2-story addition to an existing building
- Rizza Hummer New construction of a car dealership

References

- Matt Menna (Sterling Bay) 312/466-4100
- Cindy Herzog (Lend Lease) 847/325-9324
- Laurie Miller (Anderson Miller Ltd.) 312/226-2500
- Justin Jameson (Hilton O’Hare) 773/601-2331
- Tom Nowicki (Diverzify Pro) 847/250-4553

Education

- Bachelor of Arts in Economics – University of Illinois at Champaign-Urbana
Business/Finance Concentration

Previous Employers

- BABCO Construction, Inc. Evanston



Tom Bill – Operations Manager/Superintendent

2625 Butterfield Road, Suite 301-W
Oak Brook, IL 60523

Currently Superintendent and the Operations Manager of Level’s traveling division, my 48 years of experience includes hotel, residential, institutional, higher education and tenant improvement projects.

Project Experience

- Hotel Indigo Minneapolis Renovation of 220 Guestrooms and 10,000 sq. ft. public space
- Renaissance Schaumburg Renovation of 150,000 sq. ft. of public space.
- Hilton O’Hare Full demo and remodel of Fitness Center and Meeting space.
- TheWit Hotel Renovation of 302 Guestrooms which included ADA conversions
- Holiday Inn Grand Rapids Renovation of 175 Guestrooms, lobby, restaurant, bar and all public space
- Hatch Dispensary Full demo and remodel of 6,000 sq. ft. marijuana dispensary
- 5M Group Renovation of office building lobby
- Graduate Hotel Renovation of 119 Guestrooms and public space
- Westin Lombard Renovation of 255 Guestrooms which included ADA conversions
- Embassy Suites Cleveland Renovation of 271 Guestrooms and 28,000 sq. ft of public spaces
- Homewood Suites Allentown Renovation of 108 Guestrooms, new exterior patio and 4,000SF of Public Space
- Staybridge Suites Tampa Bay Renovation of 100 Guestrooms with all new finishes, public space and exterior upgrades
- W Hotel City Center High end renovation of 1st floor lobby and public spaces while the hotel was operating
- Omni Hotel Severin Renovation of 425 guestrooms, 11 floors of corridor space and 9 ADA guestroom
- Springhill Suites Renovation of 5,000 sq. ft. of public space
- Omni Hotel Chicago Renovation of 676 guestrooms, restaurant, ballrooms, meeting rooms, and public space
- Holiday Inn Pittsburgh Renovation of 251 guestrooms, 17,000 sq. ft. of public space. Design-build HVAC system to resolve negative pressure. New commercial kitchen
- Parker House Boston Full demo of remodel of rooftop ballroom
- DoubleTree Hotel Full renovation of ballroom and meeting room
- Wyndham Medical Center Hotel Renovation of 300 guestrooms, hotel entrance and public area
- Hampton Inn Renovation of 141 guestrooms and public area
- Muscle Maker Grill Full demo and remodel of restaurant
- Fairfield Inn & Suites Renovation of 127 guestrooms and public area
- Hilton Garden Inn Renovation of 150 guestrooms and public area
- Residence Inn & Suites Renovation of 150 guestrooms and public area
- Residence Inn Renovation of 141 guestrooms and public area
- Fairfield Inn & Suites Renovation of 120 guestrooms and lobby

References

- Tom Nowicki Jr. (Diverzify Pro) 630-854-2153
- Justin Jameson (Hilton O’Hare) 773-312-6207
- Cindy Herzog (Smash Hotels) 847-340-8039

Former Employers

- Cicero’s Development
- Southland Custom Decorating
- Landmark Decorating
- Haley Masonry



Charlie Kretchmer – Senior Project Manager / Superintendent

2625 Butterfield Road, Suite 301-W
Oak Brook, IL 60523

Currently a Senior Project Manager/Superintendent at LEVEL General Contractors, my background includes new construction, renovation and tenant improvement from commercial, institutional, hospitality, retail, and offices. We specialize in difficult renovations of any kind including hotels, restaurants, and offices.

Project Experience

- Midtown Athletic Club – Palatine 46,000 SF interior re-fresh of work out spaces, locker rooms, and classrooms.
- Lyric Theater – Blue Island, IL 14,500 SF reno + all new mechanical systems + commercial kitchen & bar
- Webber Grill – Chicago, IL Interior slab repairs and adjustments to finishes
- Hatch Dispensary – Wheeling 6,000 Sq Ft Interior & Exterior renovation 2.5 months
- Graduate Hotel - Evanston Renovation of 119 guestrooms and major lobby renovation
- Hyatt Regency O’Hare – Rosemont, IL Renovation of 176 suites/rooms including corridors – open during renovation
- Talbott Hotel – Chicago, IL Façade repair to existing 16 story building
- Lowes Chicago O’Hare – Rosemont, IL Renovation of 556 guest rooms over five months – open during renovation
- Chandler Amenity Space Build out of 5,000 SF tenant space for use of condo association
- Courtyard Marriott Mag Mile Renovation of basement public bathrooms
- Hotel Chicago 4th Floor Meeting Rooms renovation of 14,000 SF while hotel was occupied
- Courtyard Marriott Mag Mile Repair 56 guest rooms after guest sprinkler incident while hotel was occupied
- Talbott Hotel High-end Lobby Renovation of 7,00SF – Guestroom Renovation of 178 Rooms
- Residence Inn & Spring Hill Suite 15,000 Sq ft Lobby Renovation – Open During Construction
- Springhill Suite Bolingbrook Lobby Renovation – Open During Construction
- Residence Inn & Spring Hill Suite Renovation of 529 Guestrooms – open during renovation
- Hilton Garden Inn Meeting Room renovation of 9,000SF while occupied
- Palmer House Hotel – Floors 16,22 & 23 Renovation of 275 Guestroom and 372 bathrooms – open during renovation
- Chandler Lobby Renovation of condo lobby – Open during renovation
- Dooney & Bourke – Aurora, IL Retail space build out
- Northwestern University – Delta Zeta ADA Ramp Addition to exiting structure – open during construction
- Northwestern University – Phi Beta Pi ADA Ramp Addition to existing structure – open during construction
- Embassy Suites Meeting Rooms Renovation – open during renovation
- Westin Hotel Custom window treatments for meeting rooms and public spaces
- Panduit World Headquarters Custom daylight harvesting motorized window treatment system
- The Point @ Cedar Rapids - Apartments Renovation of 522 apartment units and office space– Complete gut rehab
- Windsor on the River - Apartments Renovation of 424 apartment units – Updated Kitchens & Front Decks
- Willow Brook Apartments Renovation of 320 apartment units – Complete gut rehab

References

- Tony Fiore (Hyatt Hotels) 847/663-4685
- Eric Evans (AMS Mechanical) 630/887-7700
- Brent Ascher (Ascher Brothers Painting) 847/848-0520
- Amanda Garetto (Lyric Theater) 708/277-4154

Education

- Bachelor of Science – Industrial Technology Management – University of Wisconsin – Platteville
- Building and Construction Management Major & Business Administration Minor
- OSHA 30 & 10 Hour training
- Scissor Lift & Boom Lift Certified
- Safeway Scaffold Safety & Compliance Training

Previous Employers

- Joe DeBelak Plumbing, Heating, & Sewer Construction, Inc. Menominee Falls, WI
- Cunat Contracting, Inc. McHenry, IL
- The CDC Group, Inc. Chicago, IL



Amanda Gilliam – Vice President

2625 Butterfield Road, Suite 301-W
Oak Brook, IL 60523

Currently a Vice President at LEVEL General Contractors, my background includes 17 years of experience in the hospitality and tenant improvement sectors. We specialize in difficult renovations of any kind including hotels, restaurants, and offices. Previous hotel experience is listed below.

Project Experience

- Embassy Suites Chicago 368 rooms; in atrium style building – open during renovation
- Hilton Garden Inn Mag Mile 361 rooms; and various meeting rooms – open during renovation
- Hotel Indigo Minneapolis 220 rooms; major lobby renovation in historic building – closed during construction
- Graduate Hotel 119 rooms; major lobby renovation – completed during COVID
- Hyatt Regency O’Hare 119 rooms; major lobby renovation – completed during COVID
- W Hotel City Center Major renovation of lobby – open during construction
- Warwick Allerton 251 rooms; 2 separate phases – open during renovation
- Chandler Condominium Major first floor lobby addition for resident amenities
- Palmer House Hilton Renovation of Fitness Center and addition of revolving door at historic Monroe Entrance
- W Hotel City Center Miscellaneous core and shell work for future tenants: Dry Bar, Tailor Men’s Salon
- InterContinental Hotel Entry vestibule renovation and Meeting Room/Public Space renovations on 4 floors
- Residence Inn/Springhill Suites 523 rooms, Lobby Renovation – open during construction
- W Hotel Lakeshore 515 rooms; lobby, bar, restaurant, ballrooms - open during renovation
- Palmer House Hilton 252 rooms; Floors 19 & 21 - open during renovation
- W Hotel City Center 133 rooms; renovation to incorporate new furniture – open during renovation
- W Hotel City Center 255 rooms; major renovation w/ new plumbing; public areas – open during renovation
- Chandler Condominium Upgraded high end finishes and millwork to first floor lobby
- Intermix Interior build out for high-end retailer
- W Hotel City Center Renovations and upgrades for new restaurant and bar concept
- W Hotel City Center new construction of 35 rooms on top 2 floors; includes presidential suite

References

- Tony Fiore (Hyatt Regency O’Hare) 847/696-1234
- Jodi Robertson (Magna Hospitality Group) 401/562-2214
- Mike Miller (Blackline Group) 312/980-1331
- Christine Lofton (Insight Project Management) 312/888-0852
- Elyse Litwack (4SBay Partners) 847/565-6530
- Eric Levin (Chandler Condominium Association) 312/914-7950
- Eric Tschudy (Hilton Chicago) 312/922-4400
- Laurie Miller (Anderson Miller Ltd.) 312/226-2500
- Tom Nowicki (Diverzify Pro) 847/250-4553
- Eric Evans (AMS Mechanical Systems, Inc.) 630/320-7748

Education/Awards

- Bachelor of Science in Architecture - Illinois Institute of Technology
- Minor in Construction Management – Illinois Institute of Technology
- LEED AP
- OSHA 30 Hour Trained



MUNICIPAL GOVERNMENT REFERENCES

1. Hilton Chicago O'Hare Airport – Meeting Room & Fitness Center

- Chicago O'Hare International Airport, Chicago, IL
- Completed August 2024
- Client: Hilton Chicago O'Hare Airport
- Contact: Michael Wong
- Phone: 312-804-0038

2. The Westin Chicago Lombard – Guestroom Renovation

- 70 Yorktown Center, Lombard, IL
- Completed in phases 2019 thru 2022
- Client: Marriott International
- Contact: Paul Powers
- Phone: 630-620-5700

3. McCormick Place West Hall Convention Center - Kitchen Renovation

- 2301 S. Martin Luther King Dr., Chicago, IL
- Completed March 2018
- Client: MPEA / Savor...
- Contact: Christine Lofton
- Phone: 312-888-0852

2023.014 Renaissance Schaumburg Hotel
 Guestrooms Renovation
 Trade Breakdown
 August 22, 2024



LOCATION: Renaissance Schaumburg Hotel
 CLIENT: JLL
 ARCHITECT: Getty's Group
 ROOMS: 498

DIV.	DESCRIPTION	TOTAL	COST/KEY	% COST
01	000 GENERAL REQUIREMENTS	\$355,515	\$713.89	3.68%
02	200 DEMOLITION	\$454,300	\$912.25	4.71%
03	000 CONCRETE	N.I.C.		
04	400 STONE	\$45,937	\$92.24	0.48%
05	100 STRUCTURAL STEEL	N.I.C.		
05	500 MISCELLANEOUS METAL	N.I.C.		
06	100 ROUGH CARPENTRY	\$213,518	\$428.75	2.21%
06	400 MILLWORK	\$91,656	\$184.05	0.95%
08	200 DOORS, FRAMES, AND HARDWARE	\$12,491	\$25.08	0.13%
08	510 WINDOW FILM	BY OWNER		
08	800 GLASS & GLAZING	\$283,223	\$568.72	2.94%
09	200 PLASTER	N.I.C.		
09	250 DRYWALL	\$360,965	\$724.83	3.74%
09	300 TILE	\$510,821	\$1,025.74	5.29%
09	310 TILE CLEANING	N.I.C.		
09	500 SUSPENDED CEILINGS	N.I.C.		
09	599 FLOOR PREPARATION	\$25,000	\$50.20	0.26%
09	650 RESILIENT FLOORING	\$57,511	\$115.48	0.60%
09	680 CARPETING	\$647,239	\$1,299.68	6.71%
09	900 PAINTING AND DECORATING	\$2,266,200	\$4,550.60	23.49%
10	000 SPECIALTIES	\$241,654	\$485.25	2.50%
11	999 LIQUIDATION	\$149,400	\$300.00	1.55%
12	000 FURNISHINGS	\$1,318,859	\$2,648.31	13.67%
13	000 SPECIAL CONSTRUCTION	N.I.C.		

2023.014 Renaissance Schaumburg Hotel
 Guestrooms Renovation
 Trade Breakdown
 August 22, 2024



DIV.	DESCRIPTION	TOTAL	COST/KEY	% COST
15	300 FIRE PROTECTION	N.I.C.		
15	400 PLUMBING	\$1,205,000	\$2,419.68	12.49%
15	700 HVAC	N.I.C.		
16	000 ELECTRICAL & LIGHTING	\$618,345	\$1,241.66	6.41%
16	700 LOW VOLTAGE ELECTRICAL	N.I.C.		
SUBTOTAL		\$8,857,634.00	\$17,786.41	
	CONTINGENCY	0.00%	\$0	
	PP Bond	1 ls	\$71,750	
	GENERAL CONDITIONS	1 ls	\$255,600	
	INSURANCE	1.00%	\$91,850	
	PERMITS	BY OWNER	N.I.C.	
	FEE	4.00%	\$371,071	
TOTAL		\$9,647,905.00	\$19,373.30	



QUALIFICATIONS & ALLOWANCES

Our proposal is based on the following:

1. FJG Architects bid drawings set dated 7/18/24.
2. Getty's Group FFE + OFCI Guestroom Spec book dated June 26, 2024, 649 pages.
3. Getty's Group FFE + OFCI Club Lounge Spec book dated June 26, 2024, 136 pages.
4. Addendums #1 thru 4.
5. Walk-thru on 7/25/24.
6. Permit fees are not included.
7. Overtime, shift work, correction of existing code violations and environmental work are not included.
8. Project to be performed in 1 continuous phase during normal business hours of 6AM to 6PM Monday thru Friday with liquidation on Sundays from April 15, 2025 to August 12, 2025.
9. On high occupancy days we include to maximize rooms available by working in close coordination with the hotel and include to pipe and drape Guestroom floors to turn rooms over early. Due to location of Guest Elevators and freight elevators we would work behind the pipe and drape so no workers visible to guests.
10. Elevator operator costs are not included.
11. We include temporary protection to existing bathroom floor tile and drapes that are to remain.
12. No temporary partitions besides plastic tarping at the atrium.
13. We reserve the right to substitute equal substitute for shower doors and shower pans.
14. We include to remove and replace drywall as necessary at shower conversions.
15. TL-21 top in the Club Lounge is discontinued, see Allowance #1 to furnish and install an alternate spec.
16. We include costs to remove existing barn doors for new wall covering installation in the Suites.
17. Touch-up of existing wood finishes included. No refinishing or re-staining existing wood to a different color included.
18. No waterproofing included. See Alternate #2.
19. See Allowance #3 for floor prep - \$25,000 included.
20. No scuffmaster paint included for Atrium knee walls.
21. Unless otherwise noted, where paint is applied to existing surfaces – surface preparation includes only light sanding.
22. We include 20% wall prep at wallcovering areas.
23. Level 5 finish is not included except at Wallcovering to paint areas.
24. No new in-wall blocking for new FFE items.
25. New mattresses to be a direct delivery to the site where we will accept, unload and install by Floor. No mattress warehousing included.
26. Repairs to or relocations of existing MEPFP systems not included unless specifically defined.
27. No cleaning of existing sprinkler heads or escutcheons.
28. No new supply stops at bathroom vanities.
29. We include new plumbing trim at all tubs/showers besides Presidential Suites.
30. Hotel to disconnect Ice Machine and vending machine in the vending room and center in the room for Wallcovering work.
31. All water for Guestrooms will stay on for duration of the project. No water shutdowns or water disruption to guest needed based on current scope of work.
32. No re-wiring of bathroom electrical homeruns.
33. No replacement of life safety devices included.



QUALIFICATIONS & ALLOWANCES

34. Repairs to existing loose cabling located in areas of work not included.
35. No x-raying of existing slab but we do include scanning.
36. Although we feel it will not be needed, required shutdowns, draindowns, refilling of existing systems by others. Coordination is included.
37. No site dimension field verification prior to commencement of work.
38. No replacement of faulty equipment.
39. Final cleaning is defined as: pick up of large items, one pass vacuum, wipe down of exposed surfaces, and one pass mopping of hard flooring – all done in one trip. Go back cleaning is not included.
40. Dedicated freight elevator for duration of the project per bid document clarification.
41. Dedicated space on the dock at dock level for the duration of the project for a construction dumpster. We also may require to stack a dumpster in front of the other while not blocking any egress to personnel or deliveries.
42. LEVEL GC will not require any parking lot storage for the project. If provided a back of the house storage area such as "sales storage" room(s) that are near the Exhibit Hall we can offer a credit.
43. We will provide the dock manager with a weekly delivery schedule for any delivery over 15 minutes and work closely to not disrupt any Hotel deliveries.
44. To establish acceptance requirements of the finishes as well as the punchlist process, finish mockups should be completed and punched.
45. We exclude general notes that are not reasonably inferred on the drawings or specifications and that are not applicable to the project.

ALLOWANCES (Included in base bid)

- Allowance #1: Furnish alternate TL-21 Club Lounge Top - **\$7,500**
- Allowance #2: Touch-up Vanity Tops - **\$18,750**
- Allowance #3: Floor preparation - **\$25,000**
- Allowance #4: Paint entire bedroom ceiling in 25% of rooms - **\$25,000**



ALTERNATES

- Alternate #1: To touch-up common corridor wood doors that are not Guestroom entry doors from floors 16 to 7 - **ADD \$7,100**
- Alternate #2: To furnish and install waterproofing at shower conversions - **ADD \$81,518**
- Alternate #3: Furnish and install Alternate millwork base in Guestrooms in lieu of specified Johnsonite - **DEDUCT \$19,511**
- Alternate #4: Prep and paint Common Corridor door frames - **ADD \$18,800**
- Alternate #5: To paint existing wood base on floors 3 to 6 in lieu of new rubber base **DEDUCT \$24,218**
- Alternate #6: To perform liquidation with Union Laborers - **ADD \$61,800**
- Alternate #7: To perform FFE Deliveries at night from the hours of 3PM to 11PM **ADD \$86,800**



PROPOSED SUBCONTRACTORS

2200 Demolition

Kinsale Contracting Group

648 Blackhawk Dr., Westmont, IL 60559

Steve Karasch

630-325-7400

stevek@kinsalecg.com

4400 Stone

Cain Millwork

6400 Millwork

1 Cain Parkway, Rochelle, IL 61068

Dennis Orlikowski

815-561-9700

dorlikowski@cainmillwork.com

6100 Rough Carpentry

RB Construction

9250 Drywall

220 Gerry Drive, Wood Dale, IL 60191

Mike Forest

630-279-2800

mikef@rbconstructioninc.com

8200 Doors, Frames, Hardware

LaForce

280 Corporate Woods Pkwy, Vernon Hills, IL

Austin Nguyen

800-672-6795 ext. 141204

austin.nguyen@laforceinc.com

8800 Glass & Glazing

Grabinski Group

10000 Specialties

1443 W Wabansia 2N, Chicago, IL 60642

Kaitlyn Ziemer

312-243-7313

Kaitlyn@grabinskigroup.com

9300 Tile

Bourbon Tile

270 Lexington Drive Buffalo Grove, Illinois

John Nudera

224-464-7728

johnn@bourbontile.net

9650 Resilient Flooring

Diverzify Pro

9680 Carpeting

685 W Irving Park Rd., Itasca, IL 60143

Shannon Scutoski

847-250-4642

Shannon.scutoski@diverzifypro.com



PROPOSED SUBCONTRACTORS

9900 Painting & Decorating

Ascher Brothers

3033 W. Fletcher St., Chicago, IL 60618

Brent Ascher

773-588-0001

brentascher@ascherbrothers.com

11999 Liquidation

Fort Pitt

4920 S. Central Ave, Chicago, IL 60638

Scott Zawitz

312-953-0916

scott@fortpittfurniture.com

12000 Furnishings

Advantage Moving & Storage

2641 Corporate Parkway, Algonquin, IL

Scott Swanson

847-658-3600 ext. 115

scott.swanson@advantage-move.com

15400 Plumbing

AMS Mechanical Systems, Inc.

9341 Adam Don Parkway, Woodridge, IL 60517

Michael Egilske

331-300-8425

megilske@ams-pmt.com

16000 Electrical

G&M Electrical Contractors Co.

1746 N. Richmond, Chicago, IL 60647

Jose Navarro

773-278-8200

jnavarro@gm-electric.com

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO AWARD A CONTRACT TO LEVEL GENERAL CONTRACTORS, LLC FOR THE GUEST ROOM RENOVATION OF THE RENAISSANCE SCHAUMBURG CONVENTION CENTER HOTEL

WHEREAS, the corporate authorities of the Village of Schaumburg wish to secure general contracting services for the guest room renovation of the Renaissance Schaumburg Convention Center Hotel; and

WHEREAS, the corporate authorities find that it is in the best interests of the Village of Schaumburg to award a contract to LEVEL General Contractors, LLC;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG, COOK COUNTY AND DUPAGE COUNTY, ILLINOIS:

SECTION ONE: That the Village Manager is hereby authorized to award a contract to LEVEL General Contractors, LLC for general contracting services for the guest room renovation of the Renaissance Schaumburg Convention Center Hotel.

SECTION TWO: That this Resolution shall be in full force and effect after passage and approval as required by law.

AYES:

NAYS:

ABSENT:

PASSED AND APPROVED this _____ day of _____, 2024.

VILLAGE PRESIDENT

ATTEST:

Village Clerk



**Recommendation to Purchase a Replacement Enterprise Phone System From Ring Central
10/21/2024**

Finance Legal Administrative General Government

Presenter: Peter Schaak
Lead Department: Information Technology

Accounts(s):	Budget:	Expense Request:
6783705-7403	\$600,000.00	\$192,685.30

The budget status for this request is: Under Budget

Amount Under Budget: \$407,314.70

If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.

Executive Summary:

The village operates an on-premise Mitel phone system installed in 2012. The system has served the village well over the years, but the vendor has announced the product will be discontinued in phases over the next 5 years. The end-of-life schedule is:

- July 6, 2024: New system sales end
- December 31, 2024: Add-on sales end, including hardware and software expansions
- December 31, 2025: Design and development end, with no more OS updates, patches, or security updates
- December 31, 2028: Hardware repair ends, and the hardware warranty ceases
- December 31, 2029: Technical support ends

The end of hardware and software sales on 12/31/2024 is particularly impactful to village operations as we will not be able to purchase additional licenses and hardware needed to support the facility relocation and construction projects.

IT staff was tasked with investigating and identifying a replacement phone system that maintains current phone functionality but improves reliability, efficiency, and business continuity capabilities.

A Request for Proposals for the purchase of a new phone system were posted with invitations sent out to vendors. The RFP was viewed 2091 times, with 68 vendors downloading the documents. Thirty-two (32) vendors responded. Funds of \$600,000 are approved in this year’s Technology Replacement budget for the purchase of a new phone system. IT staff reviewed the proposals for both on-premises and cloud-based systems. The RingCentral product as proposed and implemented

by Gregg Communications stood out as the best fit for the organization. Upon full review of the proposals and presentations, awarding the New Phone System RFP to Gregg Communications, Lombard, IL, for the RingCentral phone system. The anticipated total cost for the 5-year contract term is \$672,829.30 with an installation and pro-rated year one maintenance cost of \$192,685.30.

Recommended Action:

The Village Manager recommends the FLAGG Committee recommend the Village Board to approve the purchase of the New Phone System from Ring Central and approve the Resolution to authorize the Village Manger and Village Clerk to execute the 5-year contract for a total of \$672,829.30 and issue a purchase order in the amount of \$192,685.30 for installation and pro-rated year-one maintenance.

ATTACHMENTS:

Description	Type
▣ Phone System Replacement Memo	Backup Material
▣ EVALUATION TABULATION	Exhibit
▣ Vendors_Proposed System	Exhibit
▣ RingCentral Phone System (EX) Implementation Agreement and Cost	Backup Material
▣ RingCentral Contact Center (CX) Implementation Agreement and Cost	Backup Material
▣ RingCentral Annual Recurring Cost	Backup Material
▣ Resolution	Backup Material

To: Village Manager-Brian Townsend
Assistant Village Manager-Paula Hewson
From: Director of Information Technology-Peter Schaak
Date: September 11, 2024
Re: Recommendation to Purchase the New Village-wide Phone System from Ring Central

Introduction:

The village operates an on-premise Mitel phone system installed in 2012. The system has served the village well over the years, but the vendor has announced the product will be discontinued in phases over the next 5 years. The end-of-life schedule is:

- July 6, 2024: New system sales end
- December 31, 2024: Add-on sales end, including hardware and software expansions
- December 31, 2025: Design and development end, with no more OS updates, patches, or security updates
- December 31, 2028: Hardware repair ends, and the hardware warranty ceases
- December 31, 2029: Technical support ends

The end of hardware and software sales on 12/31/2024 is particularly impactful to village operations as we will not be able to purchase additional licenses and hardware needed to support the facility relocation and construction projects. IT staff was tasked with investigating and identifying a replacement phone system that maintains current phone functionality but improves reliability, efficiency, and business continuity capabilities.

Discussion:

A Request for Proposals (RFP) was issued for the purchase of a new phone system, resulting in 2091 views and 68 document downloads, with 32 vendors submitting proposals. The approved budget for this purchase is \$600,000, allocated from this year's Technology Replacement budget. This project aims to replace the outdated Mitel on-premises phone system, which is nearing the end of its life and support.

IT staff conducted a thorough review of the proposals for both on-premises and cloud-based systems. Initially, the finalists were identified based on the proposed technologies and topologies. We focused on well-established products with a proven track record of successful implementations and reliable performance.

After narrowing down the options, we identified five finalists for in-depth demonstrations.

- WebEx via Sentinel Technologies
- Microsoft Teams (native) via Solutions4Networks
- Mitel via IP Communications, Inc.
- Fortinet via ACPCreativIT
- RingCentral via Gregg Communications

Among the finalists, the RingCentral solution, proposed by Gregg Communications, emerged as the best fit for our organization. The key advantages of the RingCentral system include:

RingCentral offers a comprehensive collection of calling functionality along with a fully featured call center application, modern and efficient user interface, and robust reporting. Additionally, the RingCentral platform integrates seamlessly with Microsoft Teams which is used extensively across the organization. The price point for RingCentral falls between a traditional on-premises solution and other high-cost solutions. The RingCentral proposal includes softphone and physical desktop options for all village staff. RingCentral uses artificial intelligence (AI) to evaluate all recorded calls and can provide staff with call summaries, analytics and reporting on the tone of conversation, follow-up items.

The Gregg proposal includes reasonably priced Polycom desktop phones which will allow the village to continue to provide physical phones to staff while keeping costs down. Staff will be given the option of selecting a physical desk phone or a virtual softphone when migrating to RingCentral.

The RingCentral solution is a cloud-based system which is a significant step forward in the business continuity and survivability of the village's phone system in the event of a building or weather emergency. An on-premises phone system (such as the current solution) is vulnerable to an event that impacts our Village Hall and/or Public Safety buildings. Events such as a power outage have the potential to make an on-premises solution inoperative. By moving to the RingCentral cloud-based solution, village employees can maintain phone operations anywhere they have an internet connection. Additionally, the cloud-based topology allows phone service to move between the proposed temporary and rebuilt facilities seamlessly. The movement of staff and operations between temporary and reconstructed facilities will be seamless.

RingCentral provided O'Fallon, Illinois, Sangamon County, Illinois, and Glenview, Illinois as references. IT staff contacted representatives from each organization to solicit feedback on the RingCentral system. Each organization reported nearly identical positive experience with the RingCentral solution. Implementation and migration went smoothly. Staff was able to quickly adapt to the new system with minimal training, and the system continues to perform well.

Gregg Communications has partnered with RingCentral to respond to the RFP. Gregg will provide on-premises and locally dispatch technical support staff to assist in the migration, implementation, and on-going support of the RingCentral platform. The cost of the product purchased via Gregg Communications is the same as the price if purchased directly from RingCentral. The additional support and project resources will be an asset to the transition of the phone system.

The other phone platforms evaluated include a WebEx option that was also very good but was not as full featured as RingCentral. The Teams solution has similar functionality to the RingCentral but is significantly more expensive. The Mitel platform is an on-premises solution which does not offer any business continuity or survivability in the event of a building emergency, and Fortinet had a very dated and inefficient user interface.

Cost:

The initial agreement carries a five-year term. Year one includes one-time implementation costs of \$60,252.90, one-time hardware costs of \$72,414.40 and a pro-rated 6-month maintenance cost of \$60,018. Total year one costs is \$192,685.30. Subsequent year maintenance is \$120,036 bringing the total 5-year cost to \$672,829.30. This recommendation is for the approval of the full 5-year term and cost and a year-one expense of \$192,685.30.

5-YEAR CONTRACT COST						
	Year					
	1	2	3	4	5	
Implementation	\$60,252.90	\$-	\$-	\$-	\$-	
Hardware	\$72,414.40	\$-	\$-	\$-	\$-	
Maintenance	\$60,018.00	\$120,036	\$120,036	\$120,036	\$120,036	
	\$192,685.30	\$120,036	\$120,036	\$120,036	\$120,036	\$672,829.30

IMPLEMENTATION COSTS					
Professional Services					
RingEX UCaaS-Remote Professional Services	1	\$6,675.00	\$6,675.00		
RingCX-Contact Center-Professional Services	1	\$53,577.90	\$53,577.90		
				\$60,252.90	

HARDWARE COSTS					
Poly Edge 22	75	\$61.20	\$4,590.00		
Poly Edge 350	600	\$94.00	\$56,400.00		
Poly VVX 450 Executive Phone	3	\$214.80	\$644.40		
Poly Trio 8300 Conference Phone	30	\$219.20	\$6,576.00		
Cisco 191 ATA (for analogue lines)	13	\$68.00	\$884.00		

Algo 8301 Paging Adapter	8	\$415.00	\$3,320.00		
				\$72,414.40	
					\$132,667.30

ANNUAL MAINTENANCE-RingCentralEX					
DigitalLine Unlimited Ultra					
User License	520	\$69.00	\$35,880.00		
Compliance and Administrative Recovery Fee	520	\$42.00	\$21,840.00		
e911 Service Fee	520	\$12.00	\$6,240.00		
				\$63,960.00	
DigitalLine Basic					
User License	105	\$51.00	\$5,355.00		
Compliance and Administrative Recovery Fee	105	\$42.00	\$4,410.00		
e911 Service Fee	105	\$12.00	\$1,260.00		
				\$11,025.00	
Support					
Advanced Support Elite RingEX	605	\$35.40		\$21,417.00	
Misc					
Additional Local Number	19	\$6.00		\$114.00	
					\$96,516.00
ANNUAL MAINTENANCE-RingCentralCX					

RingCX Agent Seat	28	\$840.00	\$23,520.00		
Call Recording Storage-30 Day	28	\$-	\$-		
					\$23,520.00
					\$120,036.00

Conclusion:

After evaluating all options, including WebEx, Teams, Mitel, and Fortinet, RingCentral stands out for its comprehensive features, cost-effectiveness, and business continuity benefits. The positive feedback from references and the additional support offered by Gregg Communications further reinforces this recommendation.



EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System
RESPONSE DEADLINE: May 15, 2024 at 11:00 am
Report Generated: Tuesday, August 6, 2024

SELECTED VENDOR TOTALS

Vendor	Total
Nextiva	\$30,242.50
ExcalTech	\$30,735.50
IT Management Corporation	\$44,831.00
Communication square LLC	\$68,000.00
MLS 3 Group	\$113,614.51
ACP CREATIVIT LLC	\$170,463.00
Communications Technologies, Inc.	\$225,600.90
IP Communications, Inc.	\$288,600.65
Forerunner Technologies	\$291,360.00
Marco Technologies	\$326,076.83

EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System

Vendor	Total
Telcom Innovations Group, LLC	\$332,843.47
Sentinel Technologies	\$367,792.63
Zones LLC	\$412,847.91
Waterfield Technologies	\$422,984.30
Vertical Communications	\$426,092.76
Aligned Technologies 1	\$432,648.68
Total Communication Solutions (TCS)	\$539,089.64
Aligned Technologies 2	\$542,216.83
solutions4networks	\$547,942.31
Aligned Technologies	\$550,340.00
GoTo Communications, Inc.	\$561,425.00
Gregg Communications	\$568,002.00
RingCentral, Inc.	\$568,002.00
CDS Office Technologies	\$583,184.00
Vonage	\$602,745.84

EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System

Vendor	Total
D&S Communications	\$624,573.00
CMS Solutions	\$630,198.54
Aligned Technologies	\$673,795.17
Heartland Business Systems	\$718,913.00
Netrix LLC	\$722,880.00
T-Mobile	\$802,500.00
N+2 DBA Apotech Group	\$983,480.72

INSTALLATION OF PROPOSED SOLUTION (Table 1 of 7)

Installation of Proposed Solution					ACP CREATIVIT LLC		Aligned Technologies		Aligned Technologies		Aligned Technologies 1		Aligned Technologies 2	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Proposed phone solution	1	Lump Sum	\$136,563.00	\$136,563.00	\$27,992.00	\$27,992.00	\$15,133.67	\$15,133.67	\$49,044.68	\$49,044.68	\$49,756.50	\$49,756.50
X	2	Installation	1	Lump Sum	\$33,900.00	\$33,900.00	\$0.00	\$0.00	\$3,833.50	\$3,833.50	\$0.00	\$0.00	\$16,220.53	\$16,220.53
Total						\$170,463.00		\$27,992.00		\$18,967.17		\$49,044.68		\$65,977.03

INSTALLATION OF PROPOSED SOLUTION (Table 2 of 7)

EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System

Installation of Proposed Solution					CDS Office Technologies		CMS Solutions		Communication square LLC		Communications Technologies, Inc.		D&S Communications	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Proposed phone solution	1	Lump Sum	\$55,598.00	\$55,598.00	\$80,847.00	\$80,847.00	\$10,000.00	\$10,000.00	\$175,578.90	\$175,578.90	\$0.00	\$0.00
X	2	Installation	1	Lump Sum	\$52,790.00	\$52,790.00	\$62,196.54	\$62,196.54	\$28,000.00	\$28,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Total						\$108,388.00		\$143,043.54		\$38,000.00		\$175,578.90		\$0.00

INSTALLATION OF PROPOSED SOLUTION (Table 3 of 7)

Installation of Proposed Solution					ExcalTech		Forerunner Technologies		GoTo Communications, Inc.		Gregg Communications		Heartland Business Systems	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Proposed phone solution	1	Lump Sum	\$26,667.60	\$26,667.60	\$147,760.54	\$147,760.54	\$52,395.00	\$52,395.00	\$18,651.00	\$18,651.00	\$305,768.30	\$305,768.30
X	2	Installation	1	Lump Sum	\$4,067.90	\$4,067.90	\$46,470.75	\$46,470.75	\$50.00	\$50.00	\$62,196.00	\$62,196.00	\$68,872.50	\$68,872.50
Total						\$30,735.50		\$194,231.29		\$52,445.00		\$80,847.00		\$374,640.80

INSTALLATION OF PROPOSED SOLUTION (Table 4 of 7)

Installation of Proposed Solution					IP Communications, Inc.		IT Management Corporation		Marco Technologies		MLS 3 Group		N+2 DBA Apotech Group	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Proposed phone solution	1	Lump Sum	\$204,475.65	\$204,475.65	\$25,775.00	\$25,775.00	\$187,721.20	\$187,721.20	\$7,939.58	\$7,939.58	\$137,055.12	\$137,055.12
X	2	Installation	1	Lump Sum	\$53,475.00	\$53,475.00	\$19,056.00	\$19,056.00	\$60,355.63	\$60,355.63	\$65,977.03	\$65,977.03	\$161,150.00	\$161,150.00

EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System

Installation of Proposed Solution					IP Communications, Inc.		IT Management Corporation		Marco Technologies		MLS 3 Group		N+2 DBA Apotech Group	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
Total						\$257,950.65		\$44,831.00		\$248,076.83		\$73,916.61		\$298,205.12

INSTALLATION OF PROPOSED SOLUTION (Table 5 of 7)

Installation of Proposed Solution					Netrix LLC		Nextiva		RingCentral, Inc.		Sentinel Technologies		solutions4networks	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Proposed phone solution	1	Lump Sum	\$48,750.00	\$48,750.00	\$6,107.50	\$6,107.50	\$18,651.00	\$18,651.00	\$43,636.08	\$43,636.08	\$78,845.32	\$78,845.32
X	2	Installation	1	Lump Sum	\$75,000.00	\$75,000.00	\$24,135.00	\$24,135.00	\$62,196.00	\$62,196.00	\$97,125.00	\$97,125.00	\$76,405.00	\$76,405.00
Total						\$123,750.00		\$30,242.50		\$80,847.00		\$140,761.08		\$155,250.32

INSTALLATION OF PROPOSED SOLUTION (Table 6 of 7)

Installation of Proposed Solution					Telcom Innovations Group, LLC		T-Mobile		Total Communication Solutions (TCS)		Vertical Communications		Vonage	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Proposed phone solution	1	Lump Sum	\$205,843.47	\$205,843.47	\$0.00	\$0.00	\$35,183.94	\$35,183.94	\$38,962.76	\$38,962.76	\$97,232.64	\$97,232.64
X	2	Installation	1	Lump Sum	\$53,000.00	\$53,000.00	\$0.00	\$0.00	\$35,472.60	\$35,472.60	\$27,580.00	\$27,580.00	\$19,350.00	\$19,350.00
Total						\$258,843.47		\$0.00		\$70,656.54		\$66,542.76		\$116,582.64

INSTALLATION OF PROPOSED SOLUTION (Table 7 of 7)

EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System

Installation of Proposed Solution					Waterfield Technologies		Zones LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total
X	1	Proposed phone solution	1	Lump Sum	\$29,931.45	\$29,931.45	\$39,958.21	\$39,958.21
X	2	Installation	1	Lump Sum	\$53,131.45	\$53,131.45	\$92,330.00	\$92,330.00
Total						\$83,062.90		\$132,288.21

MAINTENANCE/SUBSCRIPTION (Table 1 of 7)

Maintenance/Subscription					ACP CREATIVIT LLC		Aligned Technologies		Aligned Technologies		Aligned Technologies 1		Aligned Technologies 2	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	First Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$90,060.00	\$90,060.00	\$130,965.60	\$130,965.60	\$76,720.80	\$76,720.80	\$95,247.96	\$95,247.96
X	2	Second Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$108,072.00	\$108,072.00	\$130,965.60	\$130,965.60	\$76,720.80	\$76,720.80	\$95,247.96	\$95,247.96
X	3	Third Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$108,072.00	\$108,072.00	\$130,965.60	\$130,965.60	\$76,720.80	\$76,720.80	\$95,247.96	\$95,247.96
X	4	Fourth Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$108,072.00	\$108,072.00	\$130,965.60	\$130,965.60	\$76,720.80	\$76,720.80	\$95,247.96	\$95,247.96
X	5	Fifth Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$108,072.00	\$108,072.00	\$130,965.60	\$130,965.60	\$76,720.80	\$76,720.80	\$95,247.96	\$95,247.96
Total						\$0.00		\$522,348.00		\$654,828.00		\$383,604.00		\$476,239.80

MAINTENANCE/SUBSCRIPTION (Table 2 of 7)

EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System

Maintenance/Subscription					CDS Office Technologies		CMS Solutions		Communication square LLC		Communications Technologies, Inc.		D&S Communications	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	First Year Maintenance/Subscription	1	Lump Sum	\$93,966.00	\$93,966.00	\$97,431.00	\$97,431.00	\$6,000.00	\$6,000.00	\$10,004.40	\$10,004.40	\$124,914.60	\$124,914.60
X	2	Second Year Maintenance/Subscription	1	Lump Sum	\$94,905.00	\$94,905.00	\$97,431.00	\$97,431.00	\$6,000.00	\$6,000.00	\$10,004.40	\$10,004.40	\$124,914.60	\$124,914.60
X	3	Third Year Maintenance/Subscription	1	Lump Sum	\$94,905.00	\$94,905.00	\$97,431.00	\$97,431.00	\$6,000.00	\$6,000.00	\$10,004.40	\$10,004.40	\$124,914.60	\$124,914.60
X	4	Fourth Year Maintenance/Subscription	1	Lump Sum	\$95,510.00	\$95,510.00	\$97,431.00	\$97,431.00	\$6,000.00	\$6,000.00	\$10,004.40	\$10,004.40	\$124,914.60	\$124,914.60
X	5	Fifth Year Maintenance/Subscription	1	Lump Sum	\$95,510.00	\$95,510.00	\$97,431.00	\$97,431.00	\$6,000.00	\$6,000.00	\$10,004.40	\$10,004.40	\$124,914.60	\$124,914.60
Total						\$474,796.00		\$487,155.00		\$30,000.00		\$50,022.00		\$624,573.00

MAINTENANCE/SUBSCRIPTION (Table 3 of 7)

Maintenance/Subscription					ExcalTech		Forerunner Technologies		GoTo Communications, Inc.		Gregg Communications		Heartland Business Systems	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	First Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$15,338.27	\$15,338.27	\$101,796.00	\$101,796.00	\$97,431.00	\$97,431.00	\$68,854.44	\$68,854.44
X	2	Second Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$20,447.61	\$20,447.61	\$101,796.00	\$101,796.00	\$97,431.00	\$97,431.00	\$68,854.44	\$68,854.44
X	3	Third Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$20,447.61	\$20,447.61	\$101,796.00	\$101,796.00	\$97,431.00	\$97,431.00	\$68,854.44	\$68,854.44
X	4	Fourth Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$20,447.61	\$20,447.61	\$101,796.00	\$101,796.00	\$97,431.00	\$97,431.00	\$68,854.44	\$68,854.44

EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System

Maintenance/Subscription					ExcalTech		Forerunner Technologies		GoTo Communications, Inc.		Gregg Communications		Heartland Business Systems	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	5	Fifth Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$20,447.61	\$20,447.61	\$101,796.00	\$101,796.00	\$97,431.00	\$97,431.00	\$68,854.44	\$68,854.44
Total						\$0.00		\$97,128.71		\$508,980.00		\$487,155.00		\$344,272.20

MAINTENANCE/SUBSCRIPTION (Table 4 of 7)

Maintenance/Subscription					IP Communications, Inc.		IT Management Corporation		Marco Technologies		MLS 3 Group		N+2 DBA Apotech Group	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	First Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$0.00	\$0.00	\$15,600.00	\$15,600.00	\$7,939.58	\$7,939.58	\$137,055.12	\$137,055.12
X	2	Second Year Maintenance/Subscription	1	Lump Sum	\$0.00	\$0.00	\$0.00	\$0.00	\$15,600.00	\$15,600.00	\$7,939.58	\$7,939.58	\$137,055.12	\$137,055.12
X	3	Third Year Maintenance/Subscription	1	Lump Sum	\$9,300.00	\$9,300.00	\$0.00	\$0.00	\$15,600.00	\$15,600.00	\$7,939.58	\$7,939.58	\$137,055.12	\$137,055.12
X	4	Fourth Year Maintenance/Subscription	1	Lump Sum	\$10,500.00	\$10,500.00	\$0.00	\$0.00	\$15,600.00	\$15,600.00	\$7,939.58	\$7,939.58	\$137,055.12	\$137,055.12
X	5	Fifth Year Maintenance/Subscription	1	Lump Sum	\$10,850.00	\$10,850.00	\$0.00	\$0.00	\$15,600.00	\$15,600.00	\$7,939.58	\$7,939.58	\$137,055.12	\$137,055.12
Total						\$30,650.00		\$0.00		\$78,000.00		\$39,697.90		\$685,275.60

MAINTENANCE/SUBSCRIPTION (Table 5 of 7)

EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System

Maintenance/Subscription					Netrix LLC		Nextiva		RingCentral, Inc.		Sentinel Technologies		solutions4networks	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	First Year Maintenance/Subscription	1	Lump Sum	\$119,826.00	\$119,826.00	\$0.00	\$0.00	\$97,431.00	\$97,431.00	\$45,406.31	\$45,406.31	\$130,897.33	\$130,897.33
X	2	Second Year Maintenance/Subscription	1	Lump Sum	\$119,826.00	\$119,826.00	\$0.00	\$0.00	\$97,431.00	\$97,431.00	\$45,406.31	\$45,406.31	\$130,897.33	\$130,897.33
X	3	Third Year Maintenance/Subscription	1	Lump Sum	\$119,826.00	\$119,826.00	\$0.00	\$0.00	\$97,431.00	\$97,431.00	\$45,406.31	\$45,406.31	\$130,897.33	\$130,897.33
X	4	Fourth Year Maintenance/Subscription	1	Lump Sum	\$119,826.00	\$119,826.00	\$0.00	\$0.00	\$97,431.00	\$97,431.00	\$45,406.31	\$45,406.31	\$0.00	\$0.00
X	5	Fifth Year Maintenance/Subscription	1	Lump Sum	\$119,826.00	\$119,826.00	\$0.00	\$0.00	\$97,431.00	\$97,431.00	\$45,406.31	\$45,406.31	\$0.00	\$0.00
Total						\$599,130.00		\$0.00		\$487,155.00		\$227,031.55		\$392,691.99

MAINTENANCE/SUBSCRIPTION (Table 6 of 7)

Maintenance/Subscription					Telcom Innovations Group, LLC		T-Mobile		Total Communication Solutions (TCS)		Vertical Communications		Vonage	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	First Year Maintenance/Subscription	1	Lump Sum	\$14,800.00	\$14,800.00	\$160,500.00	\$160,500.00	\$93,686.62	\$93,686.62	\$71,910.00	\$71,910.00	\$97,232.64	\$97,232.64
X	2	Second Year Maintenance/Subscription	1	Lump Sum	\$14,800.00	\$14,800.00	\$160,500.00	\$160,500.00	\$93,686.62	\$93,686.62	\$71,910.00	\$71,910.00	\$97,232.64	\$97,232.64
X	3	Third Year Maintenance/Subscription	1	Lump Sum	\$14,800.00	\$14,800.00	\$160,500.00	\$160,500.00	\$93,686.62	\$93,686.62	\$71,910.00	\$71,910.00	\$97,232.64	\$97,232.64
X	4	Fourth Year Maintenance/Subscription	1	Lump Sum	\$14,800.00	\$14,800.00	\$160,500.00	\$160,500.00	\$93,686.62	\$93,686.62	\$71,910.00	\$71,910.00	\$97,232.64	\$97,232.64

EVALUATION TABULATION
RFP No. 2024-RFP-032
New Phone System

Maintenance/Subscription					Telcom Innovations Group, LLC		T-Mobile		Total Communication Solutions (TCS)		Vertical Communications		Vonage	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	5	Fifth Year Maintenance/Subscription	1	Lump Sum	\$14,800.00	\$14,800.00	\$160,500.00	\$160,500.00	\$93,686.62	\$93,686.62	\$71,910.00	\$71,910.00	\$97,232.64	\$97,232.64
Total								\$802,500.00		\$468,433.10		\$359,550.00		\$486,163.20

MAINTENANCE/SUBSCRIPTION (Table 7 of 7)

Maintenance/Subscription					Waterfield Technologies		Zones LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total
X	1	First Year Maintenance/Subscription	1	Lump Sum	\$67,984.28	\$67,984.28	\$56,111.94	\$56,111.94
X	2	Second Year Maintenance/Subscription	1	Lump Sum	\$67,984.28	\$67,984.28	\$56,111.94	\$56,111.94
X	3	Third Year Maintenance/Subscription	1	Lump Sum	\$67,984.28	\$67,984.28	\$56,111.94	\$56,111.94
X	4	Fourth Year Maintenance/Subscription	1	Lump Sum	\$67,984.28	\$67,984.28	\$56,111.94	\$56,111.94
X	5	Fifth Year Maintenance/Subscription	1	Lump Sum	\$67,984.28	\$67,984.28	\$56,111.94	\$56,111.94
Total							\$339,921.40	\$280,559.70

Recommendation to Purchase the New Phone System RFP to Ring Central

Vendor	Proposed System	Total
Nextiva	Poly VVX350	\$30,242.50
ExcalTech	CallTower	\$30,735.50
IT Management Corporation	101VOICE	\$44,831.00
Communication square LLC	Poly CCX400	\$68,000.00
MLS 3 Group	CallTower	\$113,614.51
ACP CREATIVIT LLC	FortiVoice	\$170,463.00
Communications Technologies, Inc.	Zultys	\$225,600.90
IP Communications, Inc.	Mitel MiVoice	\$288,600.65
Forerunner Technologies	Mitel MiVoice	\$291,360.00
Marco Technologies	Mitel MiVoice	\$326,076.83
Telcom Innovations Group, LLC	Mitel MiVoice	\$332,843.47
Sentinel Technologies	Webex Calling	\$367,792.63
Zones LLC	Webex	\$412,847.91
Waterfield Technologies	Avaya	\$422,984.30
Vertical Communications	Poly Edge E320	\$426,092.76
Aligned Technologies 1	Crexendo VIP	\$432,648.68
Total Communication Solutions (TCS)	Zoom Phone	\$539,089.64
Aligned Technologies 2	CallTower	\$542,216.83
Solutions4networks	AudioCodes	\$547,942.31
Aligned Technologies	GoToConnect	\$550,340.00
GoTo Communications, Inc.	GoToConnect	\$561,425.00
Gregg Communications	RingCX	\$568,002.00
RingCentral, Inc.	RingCX	\$568,002.00
CDS Office Technologies	3CX	\$583,184.00
Vonage	Vonage Phone System	\$602,745.84
D&S Communications	Mitel	\$624,573.00
CMS Solutions	RingCX	\$630,198.54
Aligned Technologies	UNIVERGE BLUE	\$673,795.17
Heartland Business Systems	Webex Calling	\$718,913.00
Netrix LLC	nVX	\$722,880.00
T-Mobile	Dialpad Ai Voice	\$802,500.00
N+2 DBA Apotech Group	nVX	\$983,480.72

**RingCentral Professional Services
Statement of Work**

This RingCentral Professional Services Statement of Work is executed by RingCentral, Inc. (“**RingCentral**”), and Village of Schaumburg (the “**Customer**”). This SOW is incorporated into the Master Services Agreement dated _____, between the parties (the “MSA”). In the event of a conflict between this SOW and the MSA, this SOW shall control.

Customer:	Village of Schaumburg
Quote/SOW Number:	U2024-03403923
One-Time Implementation Services:	USD \$53,577.90

SOW Expiration: This SOW, and all applicable pricing related to it, is valid if signed by Customer on or before 09/30/2024, after which pricing is subject to change, and a revised SOW may be required. However, RingCentral may elect to provide the work at the applicable pricing after the expiration date listed above, should they execute this SOW.

Table 1: Project Phasing

Phase Number	Phase Name	SOW Detail	Phase Total (USD \$) Excluding taxes & fees
1	Core Implementation	Users:605 Unique Sites: 01 Replicated Sites:10 Network Readiness Assessment: 01	USD \$43,699.50
2	Training Services	Bronze Training-Instructor Led virtual Training	USD \$5,040.00
3	Overhead Paging	Overhead paging remote configuration-8x Algo 8301 units	USD \$4,838.40
			USD \$53,577.90

A. Scope

1. Project Management

- i. Assignment of a designated Project Manager (“PM”) – For a period of up to five (5) months, the RingCentral PM will act as Single Point of Contact for delivery services following the Project Management Institute (PMI) standard methodology. The RingCentral Project Manager will be responsible for the following activities in connection with this Statement of Work (SOW):
 - a. Schedule internal and external kickoff session hosted by RingCentral
 - b. Create and manage the project governance, to include
 - Project plan and schedule

- Communication plan, resource plan, escalation plan, change plan, test plan
- Action and risk register
- c. Complete resource assignment and scheduling in alignment with project schedule
- d. Set up project documentation and timelines in collaboration with designated Customer Single Point of Contact
- e. Identify, communicate, and mitigate project risks and issues
- f. Ensure alignment of scope of services with customer expectations during kickoff
- g. Develop, review, authorize, implement, and manage change requests and interventions (Change Management)
- h. Facilitate and lead regular status update meetings, organize planning sessions, and plan Customer steering committee meetings, as applicable
- i. Complete scoped implementation and go live support; and
- j. Perform closure procedures at the conclusion of project activities

2. Ring EX Planning and Design

- i. RingCentral Planning and Design (“P&D”) and Business Requirements Document (“BRD”)
 - a. RingCentral will initiate the Planning and Design process and introduce the Business Requirements Document to the Customer at the beginning of the project which will consist of structured planning activities to support the entitlements outlined in the table below:

Table 2: Entitlements

Scope	Counts
Remote Project Duration	Up to Five (5) months
Network Readiness Assessment	Up to 1
Users	Up to 605
Overhead Paging	Overhead paging remote configuration-8 x Algo 8301 units
Sites / User Groups with Unique Call flows	Up to 1
Sites / User Groups with replicated Call flows	Up to 10
Training Services	Bronze Training-Instructor Led virtual Training-up to 10 hours.

- b. RingCentral has included up to six (6) Planning and Design sessions for this project. Customer will provide required data and contribute to the universal design documentation across all lines of business / business units.
- c. Details within the data collection include:
 - Customer Site Information
 - User Upload

- Data collection for End-User and Administrator Training
- Porting data
- d. Unique call flow(s)
 - Configuration of one (1) main number
 - Up to three (3) call flows per site
 - Up to 5 custom rules per main number
 - Up to 2 menus (IVR) per main number
 - A combination of up to eight (8) call queues & ring groups per main number
- e. Replicated Call flow(s)
 - Consists of a replica of a unique call flow except for phone numbers, extensions, and users within call queues & ring groups
- f. Roles and Permissions
- g. Delivery Overview
- h. BRD completion
- ii. The completed BRD will be reviewed in detail and countersigned by both Customer's Project Manager and RingCentral's Project Manager prior to initiating the build activities.
- iii. Additional data collection sessions are available for further breakout by country or user group via the Change Order process.

3. Network Readiness Assessment

- i. RingCentral will provide the Customer with [NRAs] assessment of the Customer's primary Internet Service Provider (ISP) connection to and from RingCentral. This connection will be at the Customer's firewall (edge).
- ii. RingCentral's Network Engineer will provide the following:
 - a. RingCentral Network Requirements Documentation
 - b. Software installation guide
 - c. Assistance with software installation
 - d. Document and share results of network assessment for Customer reference
- iii. The following variables will be evaluated during the network assessment:
 - a. Network capacity and bandwidth utilization, including peak usage times and potential bottlenecks
 - b. Network topology and architecture, including firewalls, switches, and routers
 - c. Quality of Service (QoS) configuration and performance metrics, including latency, jitter, and packet loss
 - d. VoIP traffic analysis to identify potential issues and areas for improvement
 - e. Assessment of network performance during peak usage times
 - f. Recommendations for optimizing the network to improve VoIP performance and reliability
- iv. Site assessments not completed prior to Go-Live will result in the forfeiture of the assessment
- v. Additional network assessments or consultations are available via the Change Order process

4. RingEX User Interface ("UI") Build

- i. RingCentral will remotely configure the following parameters in the system ("UI Build") based on the specifications agreed upon between the parties in the BRD.
 - a. Up to the quantity of users identified in the Entitlement Table
 - b. Up to the quantity of locations identified in the Entitlement Table
 - c. Configure the required call flows by site or user groups
 - d. Configure a maximum of ten (10) Call Queue or Ring Groups

- Including up to ten (10) users for standard Report access, if applicable
- e. Paging Adapter configuration (Remote Support)-RingCentral will configure 8x Algo 8301 Paging Adapters. RingCentral will build a paging extension for each device. Overhead paging is based on third party hardware on the client's existing system. The customer is responsible for acquiring and installing hardware.
- ii. RingCentral will perform quality assurance following final configuration prior to turning over the solution to the Customer to start User Acceptance Testing (UAT)
- iii. Customization of the above parameters is available via the Change Order process

5. Customer Telephone Porting

- i. RingCentral shall provide guidance on porting data collection and shall assist with submission of porting request(s)
- ii. Customer and RingCentral agree that RingCentral is not responsible for the portability of any individual number or group of numbers and the sign-off the Professional Services Project Completion Signoff Document shall not be withheld by Customer for delays in the porting of the numbers
- iii. Notwithstanding the above, the RingCentral Project Manager, upon Customer request, shall assist the Customer with this responsibility by performing the following tasks for each site or implementation/ go live event:
 - a. The RingCentral Project Manager shall assist the Customer with the initial submission of port requests and shall assist in up to three (3) rejections/resubmission per location or ninety (90) days from submission, whichever occurs first
 - Any additional port rejections will be the responsibility of the Customer
 - Customer shall provide RingCentral all appropriate Letters of Authorization ("LOA"'s), billing information, and authorized signer for each location
 - Porting submissions will include numbers mapped to correct route as "company" numbers or Direct Dial phone numbers
 - b. The RingCentral Project Manager shall assist the Customer with submitting porting requests up to ten (10) business days following the final go live event, unless otherwise mutually agreed between the parties
 - The RingCentral Project Manager will remain engaged in support of these porting requests for 30 days or three rejections, whichever comes first
 - RingCentral will provide the Customer with an overview of the RingCentral portal for porting tasks
 - Following the ten (10) day post go-live period, Customer is responsible for submitting all new requests within the RingCentral portal
 - Any additional support required after the ten (10) day period can be obtained via a change order
 - Porting outside of project follows RingCentral Numbering Policy <https://www.ringcentral.com/legal/policies/numbering-policy.html>

6. Customer User Acceptance Testing

- i. UAT Assumptions

- a. During UAT, Customer will designate users to complete application testing in mock real-world scenarios to validate the RingCentral build matches the agreed upon design documentation
 - b. Customer will define the UAT criteria by phase. The mutually agreed upon test criteria will be recorded as an Appendix in the design documentation as the document of record prior to UAT execution
 - If UAT criteria are not specified by Customer, the work is therefore deemed accepted and ready for go live upon notice from RingCentral that the work is complete and ready for testing
 - c. Customer resources participating in UAT must complete all pre-recorded online training sessions for user, supervisor, and/or admin related to their role prior to starting UAT
 - Upon Customer request, RingCentral Implementation Engineer may provide up to one (1) hour of guided training to UAT participants specific to the test criteria
 - d. Customer will document the outcome of all UAT scenarios in writing and will provide to RingCentral upon completion of testing
 - Any variation in expected results (errors, flaws, failures, adjustments) will be provided in writing to the RingCentral Project Manager for review and resolution
 - RingCentral will provide an expected variation resolution date and will advise customer to perform additional testing
 - e. Upon successful completion of all UAT criteria, Customer will submit a final written notice to RingCentral prior to scheduling go live
 - RingCentral will append the design document output to include completed UAT criteria in the final published output document
- ii. UAT Requirements
- a. Customer and RingCentral will enact a mutual software / code freeze prior to the start of SIT and UAT
 - b. Customer shall perform UAT within seven (7) calendar days of application handoff from RingCentral, unless otherwise mutually agreed upon in writing by both parties prior to the start of testing
 - c. Any Customer changes in software or code resulting in new application behaviors following written UAT completion and requiring troubleshooting or issue resolution will be handled via the Change Order process
 - d. Additional UAT support is available via the Change Order process

7. Remote Delivery and Go Live Services

- i. RingCentral will provide remote go live services as follows:
 - a. Delivery resource during remote Go Live events as defined in Appendix B
 - b. Document open issues in action log
 - c. Transition into support services
 - d. Perform closure procedures at the conclusion of project activities
Customer will place handsets at locations listed in Appendix B
 - RingCentral will provide instructions and best practices for handset placement, test, and endpoint registration

8. RingCentral Training Services

- i. **RingCentral Online Product Training**
 - a. The following training resources are available to the customer for learning the RingEX product
 - b. Online RingCentral product training includes:

- Get Started videos and quick guides, available at <https://support.ringcentral.com/get-started.html>
 - Online training for users and administrators, available at RingCentral University – <https://university.ringcentral.com>
 - c. For a list of paid instructor-led training courses offered, and detailed course descriptions, review the Live Training Catalog at <https://university.ringcentral.com/en-rex-ilt-ringcentral-rex-live-training>
 - d. For information on how to purchase additional training (Remote and Onsite Instructor-led Courses), please contact your account representative or your client partner
- ii. **RingCentral Enhanced Training Bronze Tier**
- a. RingCentral will provide designated resources to provide consultation and tailored training to include:
 - Customized training plan
 - Up to ten (10) hours of remote instructor-led training or training consulting
 - b. Enhanced Training services expire 45 days after the final go live. Any training time not used during this period will be forfeited.
 - c. Enhanced Training Information and Terms:
 - Unless otherwise stated, the training services cover the complete implementation project and are not provided for each phase of the implementation
 - Customer and RingCentral agree that sign-off for project completion shall not be withheld by Customer for delays in the scheduling of training services
 - Attendees must complete the prerequisites for each course, as shown in the course information on the instructor-led training catalog
 - RingCentral reserves the right to update the instructor-led training catalog at any time
 - Training courses cover RingCentral products exclusively and are based on a standard curriculum designed by RingCentral
 - Training sessions are hosted by a RingCentral instructor on the RingCentral platform
 - Training sessions are considered delivered if Customer cancels less than 24 hours prior to the scheduled training or is not present at the scheduled date and time
 - All training courses are delivered in English, unless otherwise specified
 - d. Additional training sessions and consulting hours may be purchased at the rates outlined in Appendix E, Optional Services.

9. Hours of Operation

- a. Unless otherwise specified, pricing assumes that Services will be performed between 8:00 AM to 5:00 PM local time, Monday-Friday, excluding holidays (“Standard Service Hours”)
- b. Work requested to be performed outside Standard Services Hours will be subject to the RingCentral overtime rates and is available via the Change Order process.

10. Optional Services

- a. During the project, additional services may be ordered via the Change Order process as per the rates outlined in Appendix E.

B. Customer Responsibilities

1. Customer is responsible for the following:
 - i. Authorizing the telephone number porting by RingCentral
 - ii. LAN/WAN infrastructure
 - a. Network minimum requirements for RingCentral as a Service model
 - b. Quality of Service (QoS) configuration
 - c. Firewall or Access Control List (ACL) configuration
 - iii. Power over Ethernet (POE) port activation / configuration
 - iv. SMS Campaign Registration (TCR) <https://www.ringcentral.com/tcr>
 - v. Configuration and software installation on Customer PCs
 - vi. Decommission and disposal of any legacy equipment
 - vii. Provide workspace for RingCentral onsite personnel, as applicable
 - viii. Customizations on individual user endpoints, or phone settings
 - ix. Overhead paging
 - x. Postage Machines
 - xi. Credit Card or Point of Sale (POS) Machines
 - xii. Door buzzer or Automatic Door Controller
 - xiii. Third party SIP phones
 - xiv. Headsets
 - xv. Analog Devices such as fax machines
 - xvi. Third party Applications
 - xvii. Input Registered E911/Emergency Services Address and location information to Service Web
 - a. This is critical information which is used by first responders in case of an emergency hence customer must ensure that the information they are adding to the Service Web is accurate. For more information, please refer to Appendix D

C. General Terms and Conditions

1. Professional Services Completion

- i. Upon RingCentral's completion of the Professional Services for each Project Phase, RingCentral will notify the Customer of the completion of each individual Professional Services Project Phase. Upon receipt of such notification, Professional Services under such Project Phase will be considered completed in full and billable, in accordance with the terms of this SOW.

2. Invoicing and Payment

- i. **Invoicing and Payment of Professional Services Fees:** All amounts due under this SOW for Professional Services other than T&M Services, will be invoiced upon completion of the work or each phase identified in the "Phasing Table". Payment shall be due in accordance with the applicable payment terms of the Master Services Agreement. T&M Services will be invoiced monthly in arrears. RingCentral retains the right to invoice for Users or Sites that have been deployed monthly.
- ii. **Service Expenses:** Customer agrees to reimburse RingCentral for its reasonable travel, meal, and lodging expenses incurred in connection with any Site Visit ("Service Expenses"). Travel, meal, and lodging expenses will be invoiced upon completion of each Project Phase. Upon written request, RingCentral will provide sufficient supporting information for any Service Expenses invoiced.

3. Termination

- i. **Termination:** Either Party may terminate this SOW, in whole or in part, with thirty (30) days' advance written notice to the other Party. Unless otherwise specified in the termination notice, the

termination of one Project Phase will not result in the termination of, or otherwise affect, the rest of the SOW or any other Project Phase. No termination of any SOW, in whole or part, will result in the termination of any Services being provided under the MSA.

- ii. **Effect of Termination.** If this SOW, or a Project Phase, is terminated, in whole or in part, for any reason other than for RingCentral's material breach of this SOW, Customer will be obligated to pay RingCentral for:
 - a. any Professional Services and T&M Services that have been rendered up until the effective date of the termination
 - b. all applicable Service Expenses incurred; and
 - c. (50%) of the fees for any other Professional Services not yet performed, due under the Project Phase(s) being canceled, if termination of the SOW or a Project Phase occurs within one hundred and eighty (180) days of execution of the SOW. If termination occurs after one hundred and eighty (180) days of execution of the SOW, Customer will owe all outstanding fees for any Professional Services not yet performed pursuant to the SOW, due under the Project Phase being canceled.

4. Delays and Changes

- i. Changes to this SOW shall be made only by a mutually executed written change order between RingCentral and Customer (a "Change Order,") per the sample attached in Appendix C, outlining the requested change and the effect of such change on the Services, including without limitation the fees and the timeline as determined by mutual agreement of both parties
- ii. Any delays in the performance of consulting services or delivery of deliverables caused by Customer, including without limitation delays in completing and returning Customer documentation required during the P&D or completing the BRD, may result in an adjustment of project timeline and/or additional fees
- iii. Any changes or additions to the services described in this SOW shall be requested by a Change Order and may result in additional fees

5. Project Phasing

- i. The Professional Services may be delivered in one or more phases as set forth in this SOW
- ii. This SOW describes the milestones, objectives, deliverables, sites, fees, and other components that are included in the scope of each phase ("Project Phases")
- iii. Customer agrees that the delivery, installation, testing, acceptance, and payment for the Professional Services rendered under any one Project Phase is not dependent on the delivery, installation, testing, acceptance, and payment for the Professional Services under any other Project Phase
- iv. Each Project Phase will be billed upon notification of phase completion, and payment for each Project Phase is due in full within the applicable payment period agreed between the parties and is non-refundable.

In Witness Whereof, the Parties have executed this Statement of Work below through their duly authorized representatives.

<u>Customer</u>	<u>RingCentral</u>
Village of Schaumburg	RingCentral, Inc.
By:	By:
Name:	Name:
Title:	Title:
Date:	Date:

Appendix A
Planning and Design Location

Planning and Design Location Address(s):	Up to # of Users
To be performed remotely	605

**Appendix B
Sites**

Site	Full Address	Number of Users	Deployment Type	Number of Site Visits	Technician Days Onsite	Rate per Site
N/A	N/A	605	Remote	N/A	N/a	N/A

**Appendix C
Sample Change Order Form**

This Change Order is subject to the SOW by and between Customer and RingCentral with the Effective Date listed below, establishes a change to the project scope or budget.

Effective Date of SOW:			
Project Name:	Request Date:	PO Number:	Quote Number:
Customer Name:	Requested By:	Requestor Phone:	Requestor email:

Customer Address:

Specific Details Explaining the Change:

Change 1

<u>Quantity:</u>	<u>Description:</u>	<u>Professional Services Cost:</u>
Change Order Total:		\$

Impact on Project Timeline and Scheduled Delivery Date:
Impact on SOW Pricing:

BY SIGNING BELOW, the Parties have each caused this Change Order to be signed and delivered by its duly authorized representative as of the date Customer signs below (the "Effective Date").

Customer

By: _____
 Signed: _____
 Title: _____
 Date: _____

RingCentral

By: _____
 Signed: _____
 Title: _____
 Date: _____

Appendix D Registration of Address and Notification Information – Emergency Dialing

Bulk uploading of user data, building extensions, etc. may require input of registered addresses and emergency notification information. By engaging RingCentral for implementation of the Services, Customer agrees to the following:

1. **Registered Address.** It is the Customer's obligation to maintain accurate emergency location information for each Digital Line on its Account. RingCentral will, on Customer's behalf, upload Customer's Users' registered addresses using a list of addresses provided by Customer.
2. **Emergency Notifications.** For Digital Lines located in the United States, Customer must input and maintain in Service Web a central location for the receipt of emergency notifications generated by its Users placing emergency calls (for further information about this obligation, [click here](#)). RingCentral will, as a part of the upload described in (A) above, also input Customer's emergency notification location, as directed by Customer.
3. **Customer's Representation and Warranty.** Customer represents and warrants that the registered addresses and emergency notification location are accurate and acknowledges that any subsequent change to the registered addresses must be carried out by Customer. Customer acknowledges that it may have its own independent legal obligation to ensure the accuracy of the above information and that RingCentral takes no responsibility for the accuracy of the information provided by Customer.

**Appendix E
Optional Services**

Additional Network Assessments	Additional P&D Sessions	Admin Training	User Training	Go Live Support (Onsite)	Training Support (Onsite)
\$1,120	\$2,000 per day / per resource	\$716.80 per Two-Hour session	\$358.40 per One-Hour session	\$2,000 per day / resource	\$2,000 per day / resource

**RingCentral Professional Services
Statement of Work**

This RingCentral Professional Services Statement of Work is executed by RingCentral, Inc. (“**RingCentral**”), and Village of Schaumburg (the “**Customer**”) on this _____, ____ (the “**SOW**”). This SOW is incorporated into the Master Services Agreement dated _____, between the parties (the “**MSA**”). In the event of a conflict between this SOW and the MSA, this SOW shall control.

Customer:	Village of Schaumburg
Quote / SOW Number:	C2024-03426617
Labor Cost:	\$6,675.00 USD

SOW Expiration: This SOW, and all applicable pricing related to it, is valid if signed by Customer on or before 08/30/2024, after which pricing is subject to change, and revised SOW may be required. However, RingCentral may elect to provide the work at the applicable pricing after the expiration date listed above, should they execute this SOW.

Multiphase Project – Per Milestone

Milestones will be jointly agreed during the project plan creation.

	Scope of the Phase	Value	Completion Criteria
	RingCX Express Package <ul style="list-style-type: none"> • 28 Seats • Voice & Chat • Instructor Lead Training 	\$6,675.00 (Plus all applicable taxes and expenses)	Completion of Professional Services described in this SOW

The following activities shall be performed as part of this Statement of Work and in accordance to the PS Agreement:

1. RingCX – Express Base Delivery Offering

1.1. Assignment of a designated Project Manager (“PM”) – The RingCentral PM will act as Single Point of Contact for delivery services, following the Project Management Institute (PMI) standard methodology. The RingCentral Project Manager will be responsible for the following activities in connection with this Statement of Work (SOW):

- i. Internal and external kickoff session hosted by RingCentral
- ii. Creation and management of a project plan and schedule
- iii. Completing resource assignment and scheduling in alignment with project schedule

- iv. Set up of project documentation and timelines in collaboration with designated Customer Single Point of Contact
- v. Identifying, communicating, and mitigating project risks and issues
- vi. Alignment of scope of services with Customer expectations during kickoff
- vii. Developing, reviewing, authorizing, implementing, and managing change requests and interventions (Perform Change Management) to achieve project outputs
- viii. Performing closure procedures at the conclusion of project activities

1.2. Network Readiness Assessment

- i. RingCentral does not include a Network Assessment in this offering to the customer. Network Assessments are available to the customer via change request or new order at the customer request

1.3. Configuration of RingCentral MVP (MVP) Extensions

- i. Configuration of RingCentral MVP extensions for agent leg termination only in support of up to twenty-eight (28) agent stations;
 - a. Configuration is limited to MVP initialization for agent talk path only
- ii. Additional services for MVP configuration by RingCentral Professional Services are available via change request at an additional charge to support as requested
- iii. Self-paced training curriculum for administration of MVP is available to the Customer on RingCentral University as part of this SOW
 - a. Instructor led training required as part of this SOW is available to the Customer via executed change order at an additional charge

1.4. Implementation Detail – Voice

This remote stage will provide a build-out of the following features and applications as defined in the mutually executed design document

- i. Configuration of a single IVR with up to two (2) tiers
 - a. Configuration of up to five (5) options for tier one, and up to ten (10) options for tier 2
 - ii. Configuration of up to twenty-eight (28) total named agents
 - iii. Administration of up to five (5) customer admin accounts
 - a. Configuration of additional admin accounts is available to the Customer via change request at an additional charge
 - b. Admin users will also need an agent license / account to work as an agent or supervisor
 - c. Admin accounts are solely for administrative work
 - iv. Configuration of up to ten (10) inbound voice queues;
 - a. Configuration of audio recording
 - b. Addition of callback in queue to call
 - c. Addition of agent voicemail
 - d. Addition of Customer provided prompts, greetings, or messages to call handling flow in English only
-

- If Customer does not provide prompts, greetings, or messages during initial meeting, all prompts will default to native text to speech
- v. Administration and assignment of role profiles;
- vi. Administration of up to five (5) disposition codes;
- vii. Administration of up to five (5) unavailable codes;
- viii. Administration of up to five (5) inbound telephone numbers;
- ix. Administration and configuration of customer Hours of Operations (HOO);
 - a. Up to two (2) IVR HOO;
 - b. Up to two (2) queue HOO
- x. Native reporting functionality for the Contact Center agents and supervisors
 - a. Custom report creation is not included in this proposal

1.5. Implementation Detail - Digital

- i. Implementation of one source channel:Chat
 - a. Configuration of up to one (1) source
- ii. Limitations include:
 - a. No customization of Chat window and button (colors only)
 - b. No Chat/Web Messaging pre form
 - c. Chat configurations will include 1 channel, 2 buttons, and 1 window

1.6. Go-Live and eTraining Services

- i. Single instance of up to one (1) hour of remote go live support for Customer agents
- ii. Self-paced training via eLearning on RingCentral University

1.7. Inbound Administrator Training – RingCentral Professional Services will provide resources to complete the following learning plan. RingCentral encourages the learning plan be completed in the order outlined below:

- i. Self-paced RingCX training via eLearning on RingCentral University to cover the RingCX: Inbound Admin Course Series, which includes the following courses:
 - a. Introduction to RingCentral RingCX;
 - Call types and features;
 - Introduction to Analytics, Scripting, IVR; and
 - Agent interface;
 - b. User Management and Admin Settings;
 - Admin user configuration and permissions;
 - Agent users and supervisor configuration; and
 - Audio file management, call delivery and recording management, and phone book management;
 - c. Inbound Administrator Basics;
 - Inbound queue configuration and management; and
 - Dispositions, queue events, and requeue shortcut management;
-

- d. IVR Designer Basics;
 - Configuring IVR groups and settings;
 - Understanding IVR nodes and properties; and
 - Building and modifying basic to intermediate IVRs;
- e. Analytics and Reporting;
 - Real-Time Dashboards; and
 - Historical and Real-Time Reports;
- ii. After completion of self-paced learning, up to two (2) hours of instructor-led RingCX inbound administrator training consultation with a RingCentral Engage expert - delivered remotely – to reinforce the following courses:
 - a. User Management and Admin Settings;
 - b. IVR Designer Basics;
 - c. Inbound Administrator;
 - d. Analytics and Reporting; and
 - e. Session recordings included at no additional cost;
- iii. Additional instructor-led administrator training hours available at an additional cost via change request;
- iv. Additional self-paced, administrator training via eLearning at RingCentral University included at no additional cost;
- v. Custom administrator training, documentation, and videos available at an additional cost via change request; and
- vi. All training sessions delivered remotely, unless otherwise specified.

1.8. End User Inbound Agent and Supervisor Training – RingCentral Professional Services will provide resources to complete the following learning plan. RingCentral encourages the learning plan be completed in the order outlined below:

- i. Self-paced RingCX training via eLearning on RingCentral University to cover the following courses:
 - a. RingCX: Inbound Agent;
 - Preparing for and taking inbound calls;
 - Managing calls with call handling controls;
 - Updating agent states; and
 - Monitoring agent performance in real time;
 - b. RingCentral RingCX: Supervisor;
 - Using the supervisor console;
 - Monitoring agent call details; and
 - Coaching agents;
 - ii. After completion of self-paced learning, up to one (1) hour of instructor-led RingCX inbound agent/supervisor training consultation with a RingCentral Engage expert - delivered remotely – to reinforce the following courses:
 - a. RingCX: Inbound Agent;
 - b. RingCX: Supervisor; and
 - c. Session recording included at no additional cost
-

- iii. Additional instructor-led end user agent and supervisor training hours available at an additional cost via change request;
- iv. Additional self-paced, agent and supervisor training via eLearning at RingCentral University included at no additional cost;
- v. Custom agent and supervisor training, documentation, and videos available at an additional cost via change request; and
- vi. All training sessions delivered remotely, unless otherwise specified;

2. Customer Responsibilities – The Customer is responsible for aspects not specifically included in this Statement of Work. Out of scope items include:

- i. The customer's LAN/WAN infrastructure;
- ii. Network minimum requirements for RingCentral as a Service model;
 - a. Quality of Service (QoS) configuration;
 - b. Firewall or Access Control List (ACL) configuration;
 - c. Power over Ethernet (POE) port activation / configuration;
- iii. User Acceptance Testing (UAT) (as documented in Testing section of the SOW);
 - a. Completing Customer journey mapping for UAT;
 - b. Providing resource(s) to complete training prior to start of UAT;
 - c. Providing resources to complete UAT in a timely manner;
 - d. Completion of thorough User Acceptance Testing (UAT) prior to go live;
- iv. Internal communications to the user population regarding changes and impact to include, but not limited to:
 - a. Timing communication for training, testing, go live;
 - b. Organizational updates and readiness;
 - c. Login / access updates;
 - d. Impact and change documentations, etc.
- v. Tracking resource attendance and completion of all provided training session(s);
- vi. Providing contact center data to RingCentral resources in a timely and accurate manner to achieve the project timeline;

3. Testing

3.1. Quality Assurance Testing

- i. RingCentral will perform quality assurance testing following final configuration of Contact Center prior to turning over the solution to the Customer to start User Acceptance Testing (UAT)

3.2. UAT Assumptions

- i. During UAT, the Customer will designate users to complete application testing in mock real-world scenarios to validate the RingCentral build matches the agreed signed Business Requirements Document (BRD)
 - a. UAT scenarios will be defined in the mutually agreed upon BRD and provided to the Customer
-

- ii. Customer resources participating in UAT must complete all pre-recorded online training sessions for agent, supervisor, and/or admin related to their job role prior to starting UAT
- iii. The outcome of all UAT scenarios are documented by the Customer in a written format and provided to RingCentral at completion of testing
 - a. Any variation in expected results (errors, flaws, failures, adjustments) are provided in writing to the RingCentral Project Manager for review and resolution
 - b. RingCentral will provide an expected variation resolution date and submit back to the Customer for additional testing
- iv. Upon completion of all UAT scenarios, the Customer will submit final written completion of testing to RingCentral prior to scheduling go live
- v. Any changes to configuration not included in the BRD will require a change order

3.3. UAT Requirements

- i. The Customer and RingCentral will enact a mutual software/code freeze prior to start of QA and UAT
- ii. Customer shall perform UAT within five (5) business days of application handoff from RingCentral for any Deliverables, unless otherwise mutually agreed by the parties considering the nature or scope of the Deliverable in writing prior to start of testing
- iii. Any Customer changes in software or code following written UAT completion resulting in new application behaviors may result in additional charges to the Customer via Change Order for troubleshooting and issue resolution

4. Hours of Operation - Standard Service Hours

- i. Unless otherwise specified, pricing assumes that Services will be performed between 8:00 AM to 5:00 PM local site time, Monday-Friday, excluding holidays (“Standard Service Hours”)
- ii. Work requested and performed outside Standard Services Hours will be subject to overtime charges via executed Change Order

5. Customer’s Telephone Number Porting

- i. The Customer is responsible for authorizing the telephone number porting by RingCentral
- ii. RingCentral shall provide guidance on porting data collection and shall assist with submission of a porting request for up to five (5) inbound numbers
- iii. Customer and RingCentral agree that RingCentral is not responsible for the portability of any individual number or group of numbers and the sign-off the Professional Services Project Completion Signoff Document shall not be withheld by Customer for delays in the porting of the numbers
- iv. Notwithstanding the above, the RingCentral Project Manager, upon Customer request, shall assist the Customer with this responsibility by performing the following tasks for a single migration / go live event:
 - a. The RingCentral Project Manager shall assist the Customer with the initial submission of port requests and shall assist in up to three (3) rejections/resubmission or ninety (90) days from submission, whichever occurs first
 - Any additional port rejections will be the responsibility of the Customer

- Customer shall provide RingCentral all appropriate Letters of Authorization (“LOA”'s), billing information, and authorized signer for each location
- Porting submissions will include numbers mapped to correct route as “company” numbers or Direct Dial phone numbers
- b. The RingCentral Project Manager shall assist the Customer with submitting porting requests up to ten (10) business days following the migration / go live event, unless otherwise mutually agreed between the parties
 - The RingCentral Project Manager will remain engaged in support of these porting requests for 30 days or three rejections, whichever comes first
 - RingCentral will provide the Customer with an overview of the RingCentral portal for porting tasks
 - Following the ten (10) day post go-live period, Customer is responsible for submitting all new requests within the RingCentral portal
 - Any additional support required after the ten (10) day period can be obtained via a Change Order
- c. Porting outside of project follows RingCentral Numbering Policy
 - <https://www.ringcentral.com/legal/policies/numbering-policy.html>

6. Professional Services Completion - This SOW identifies the specific criteria required for the completion of each Project Phase (“Completion Criteria”). Upon RingCentral’s completion of the Professional Services for each Project Phase, RingCentral will review the Completion Criteria with Customer and will notify the Customer of the completion of each individual Professional Services Project Phase. Upon receipt of such notification, Professional Services under such Project Phase will be considered completed in full and billable, in accordance with the terms of this SOW and the Master Services Agreement.

7. Payment

- i. Invoicing and Payment of Professional Services fees. All amounts due under this SOW for Professional Services other than T&M Services, will be invoiced upon completion of the work or each Project Phase identified in the Project Phasing Table. Payment shall be due in accordance with the applicable payment terms of the Master Services Agreement. T&M Services will be invoiced monthly in arrears.
- ii. Service Expenses. Customer agrees to reimburse RingCentral for its reasonable fixed travel, meal, and lodging expenses incurred in connection with any Site Visit (“Service Expenses”). Travel, meal, and lodging expenses will be invoiced upon completion of each Project Phase. Upon written request, RingCentral will provide sufficient supporting information for any Service Expenses invoiced.

8. Termination

- i. Termination. Either Party may terminate this SOW, in whole or in part, with thirty (30) days’ advance written notice to the other Party. Unless otherwise specified in the termination notice, the termination of one Project Phase will not result in the termination of, or otherwise affect, the rest of the SOW or any other Project Phase. No termination of any SOW, in whole or part, will result in the termination of any Services being provided under the MSA.
-

- ii. Effect of Termination. If this SOW, or a Project Phase, is terminated, in whole or in part, for any reason other than for RingCentral's material breach of this SOW, Customer will be obligated to pay RingCentral for:
 - a. any Professional Services and T&M Services that have been rendered up until the effective date of the termination
 - b. all applicable Service Expenses incurred; and
 - c. (50%) of the fees for any other Professional Services not yet performed, due under the Project Phase(s) being cancelled, if termination of the SOW or a Project Phase occurs within one hundred and eighty (180) days of execution of the SOW. If termination occurs after one hundred and eighty (180) days of execution of the SOW, Customer will owe all outstanding fees for any Professional Services not yet performed pursuant to the SOW, due under the Project Phase being cancelled.

9. Delays and Changes

- i. Changes to this SOW shall be made only in a mutually executed written change order between RingCentral and Customer (a "**Change Order**,") per the sample attached in Appendix B, outlining the requested change and the effect of such change on the Services, including without limitation the fees and the timeline as determined by mutual agreement of both parties
- ii. Any delays in the performance of consulting services or delivery of deliverables caused by Customer, including without limitation delays in completing and returning Customer documentation required during the P&D or completing the BRD, may result in an adjustment of project timeline and additional fees
- iii. Any changes or additions to the services described in this SOW shall be requested by a Change Order and may result in additional fees

10. Project Phasing

- i. The Professional Services may be delivered in one or more phases as set forth in this SOW
- ii. This SOW describes the milestones, objectives, Deliverables, Sites, fees and other components that are included in the scope of each phase ("Project Phases")
- iii. Customer agrees that the delivery, installation, testing, completion and payment for the Professional Services rendered under any one Project Phase is not dependent on the delivery, installation, testing, acceptance and payment for the Professional Services under any other Project Phase
- iv. Each Project Phase will be billed upon notification of phase completion, and Payment for each Project Phase is due in full within the applicable payment period agreed between the parties and is non-refundable

IN WITNESS WHEREOF, the Parties have executed this RingCentral Professional Services Statement of Work for Implementation Services below through their duly authorized representatives.

Customer

Village of Schaumburg

RingCentral

RingCentral, Inc.



By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: Joe Jacobs _____

Title: SVP, Field Sales _____

Date: _____

Appendix A

RingCentral Professional Services

Change Order Form for Implementation Services

This Change Order to the Statement of Work is subject to the Professional Services Agreement (the “**PS Agreement**”) by and between Customer and RingCentral with the Effective Date listed below, establishes a change to the project scope or budget. By executing this Change Order, the parties agree to be bound by the terms and conditions set out in the PS Agreement with respect to the Services to be performed under the PS Agreement and Statement of Work (“**SOW**”) indicated below as modified by this Change Request. Changes with no cost impact can be authorized with email, cost impacting changes require an executed signature.

Effective Date of PS Agreement:		Effective Date of SOW:	
Project Name:	Request Date:	PO Number:	Quote Number:
Customer Name:	Requested By:	Requestor Phone:	Requestor email:
Customer Address:			
<i>DESCRIPTION OF CHANGE</i>			
1. [Provide a description of the change]			1: \$X
<i>CHANGE DETAILS</i>			
Change Item or Deliverable:			

Change From:	
Change To:	
Reason/Justification for Change:	
Impact to Schedule:	
Impact to Project Cost:	
Assumptions / Constraints / Dependencies:	
Risks:	
Test Plan:	
Backout Plan:	
Change Window:	

BY SIGNING BELOW, the Parties have each caused this Change Order to be signed and delivered by its duly authorized representative as of the date Customer signs below (the “**Effective Date**”).

Customer

By: _____

Name: Sample Only _____

Title: _____

Date: _____

RingCentral

RingCentral, Inc.

By: _____

Name: Sample Only _____

Title: _____

Date: _____



CHANGE ORDER FORM

This Change Order Form (“**Change Order**”), amends the previous Order Forms placed under the agreement between RingCentral, Inc. (“**RingCentral**”) and **Village of Schaumburg** (“**Customer**” or “**You**”) (together the “**Parties**”), for the purchase of the Services, licenses, and products listed herein. This Change Order is subject to and incorporates the terms and conditions of: (i) the separate written agreement, executed by the Parties governing the purchase of the Services described in this Change Order, or (ii) the RingCentral Online Terms of Service available at <https://www.ringcentral.com/legal/eulatos.html>, if there is no written agreement in place (hereinafter (i) and (ii) referred to as the “**Agreement**”). The Parties agree to amend the quantities, Services, products, pricing and terms specifically set forth below. All other terms and conditions not expressly contained herein shall remain unchanged and in full effect. Capitalized terms not defined herein shall have the same meanings as set forth in the applicable Agreement between the Parties. Unless agreed by both Parties in writing, any terms or conditions set forth in a Customer-issued purchase order or ordering document shall not apply.

Please note that RingCentral MVP is now RingEX. All references to “RingCentral MVP”, whether in terms of service, advertising or product descriptions, mean “RingEX”.

Customer

Village of Schaumburg

101 Schaumburg Court
Schaumburg, IL 60193-1899
United States

Brian Townsend
1111111111
btownsend@schaumburg.com
Customer UID: 2509248036

Service Provider

RingCentral, Inc.

20 Davis Drive
Belmont, CA 94002
United States

Any new Services ordered under this Change Order will begin on the Start Date set forth below and will run coterminously with the Initial Term and Renewal Term previously agreed between the Parties, unless modified. Billing for incremental services will commence on the Start Date and will be invoiced on the same billing cycles as any preexisting Services. Other fee adjustments may not be effective until your next monthly service cycle.

Service Commitment Period

Start Date for Items Added in this Change Order: Effective as of the last date of signature below.

Initial Term: 60 Months Effective as of the last date of signature below.

Renewal Term: 60 Months

Payment Schedule: Previous: Annual, New: Annual

RingEX Services

Recurring Services						
Summary of Service	Existing Qty	Additional Qty (+/-)	Total Qty	Rate	Change in Service	Subtotal
DigitalLine Unlimited Ultra	2	518	520	\$123.00	\$63,002.26	\$63,960.00
DigitalLine Unlimited Ultra				\$69.00		
Compliance and Administrative Cost Recovery Fee				\$42.00		
e911 Service Fee				\$12.00		
DigitalLine Basic	0	105	105	\$105.00	\$11,022.98	\$11,025.00
DigitalLine Basic				\$51.00		
Compliance and Administrative Cost Recovery Fee				\$42.00		
e911 Service Fee				\$12.00		
Advanced Support Elite RingEX™	0	605	605	\$35.40	\$21,417.00	\$21,417.00
Additional Local Number	19	0	19	\$6.00	-\$1,023.72	\$114.00
Annual Recurring Services*						\$96,516.00

RingCX Services

Recurring Services						
Summary of Service	Existing Qty	Additional Qty (+/-)	Total Qty	Rate	Change in Service	Subtotal
RingCX, named agent seat	0	28	28	\$840.00	\$23,520.00	\$23,520.00
Call recording storage - 30 days, per seat	0	28	28	\$0.00	\$0.00	\$0.00
Annual Recurring Services*						\$23,520.00

Total Initial Amount	\$120,036.00
-----------------------------	---------------------

*Amounts are exclusive of applicable Taxes, Fees, and Shipping Charges.

Overage Rates*	
RingCX Services	Rate
RingCX, named agent seat on demand	\$95.00
Inbound calls to North America toll-free numbers, per 10 min	\$0.14
Outbound calls via automated dialer to North America numbers, per 10 min	\$0.16
IVR calls processing, overage per 10 minutes	\$0.20
Call recording storage - 30 days, overage per seat	\$0.00
Disconnect Scrub, per 10 scrubs	\$0.08
Automated speech recognition, per 10 minutes	\$0.30
RingCX Analytics - Historical Data Retention 2Y	\$30.00
RingCX Analytics - Historical Data Retention 3Y	\$45.00
RingCX Analytics - Historical Data Retention 4Y	\$60.00
RingCX Analytics - Historical Data Retention 5Y	\$75.00
RingCX Analytics - Historical Data Retention 6Y	\$90.00
RingCX Analytics - Historical Data Retention 7Y	\$105.00
RingCX Analytics - Historical Data Retention 8Y	\$120.00

Cost Center Billing

For customers with cost center billing, it is the customer's responsibility to provide cost center allocation information to RingCentral at least 10 days prior to the issuance of the invoice. After the information is received, it will be reflected on future invoices, but will not be adjusted retroactively on past invoices. If purchasing additional services through the administrative portal, it is the customer's responsibility to assign cost centers at the time of purchase; otherwise, those services will not be allocated by cost center on the next invoice. Please note that cost center allocation is not available for certain items, such as minute bundles and credit memos. For additional questions, please contact the RingCentral invoice billing team at billingsupport@ringcentral.com.

Free Services Amount

Customer will receive the amount(s) indicated below (the "Free Service Amount"), which will be applied against charges for the recurring Services set forth in this Order Form and any applicable taxes and fees associated with those Services invoiced by RingCentral. The Free Service Amount is non-transferable and non-refundable and will expire upon termination of this Order Form. The Customer will be responsible for paying for any additional services and products ordered, and any applicable associated taxes and fees.

RingEX Free Services Amount: 23,604.63 US Dollars

RingCX Free Services Amount: 5,880.00 US Dollars

Add-on Services. Customer is responsible for reviewing additional terms and conditions that may apply to RingCentral add-on services (where available) and certain Advanced Support Services listed on this order form, and which are available at <https://www.ringcentral.com/legal/add-on-services.html>.

Special Terms & Notes

RingCX

RingCX Analytics. RingCX Analytics includes real-time and historical reporting as custom and pre-built visual dashboards with pre-defined reports. RingCentral will retain historical reporting data according to your selected historical data retention period after which data will be purged on a rolling basis. Retention periods apply to all users of the RingCX product and will be billed on a per seat per month basis.

RingCentral will retain one year's worth of historical reporting data after which any data older than one year, will be purged. Access to longer periods of analytics data may be purchased according to the table above. The applicable retention period selected for the Services above is 1 year.

Customer must contact RingCentral support to modify historical reporting data retention periods, if available.

IN WITNESS WHEREOF, the Parties have executed this Change Order Form above through their duly authorized representatives.

Customer
Village of Schaumburg

RingCentral
RingCentral, Inc.



By: _____
Name: _____
Title: _____
Date: _____

By: _____
Name: Stacy Schwartz
Title: VP U.S. Public Sector & Education
Date: _____

AMENDMENT TO THE RINGCENTRAL AGREEMENT

This Amendment (this "**Amendment**") amends the Agreement (as defined above in the Order Form), by and between Customer and RingCentral. The Parties agree to amend the Agreement as follows. Capitalised terms not defined herein shall have the same meanings as set forth in the Agreement.

1. As of the Amendment Effective Date, the following RingCentral Services Attachment, attached hereto, is hereby incorporated into and made a part of the Agreement:

Attachment A – RingCX Services

Attachment B – Service Level Agreement for RingCX Services

2. Subject to the modifications set forth in this Amendment, the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the Parties have each caused this Amendment to be signed and delivered by its duly authorised representative as of the date Customer signs below (the "**Amendment Effective Date**").

Customer
Village of Schaumburg

RingCentral
RingCentral, Inc.



By: _____
Name: _____
Title: _____
Date: _____

By: _____
Name: Stacy Schwartz
Title: VP U.S. Public Sector & Education
Date: _____

ATTACHMENT A
SERVICE ATTACHMENT - RINGCX SERVICES

This Service Attachment is a part of the Master Services Agreement (the “**Agreement**”) that includes the terms and conditions agreed by the Parties under which RingCentral will provide to the Customer the RingCX Services as described under the applicable Order Form.

In the event of any conflict between the provisions of the Agreement and the provisions of this Service Attachment, such provisions of this Service Attachment will prevail.

1. Service Overview

“**RingCX Services**” is a cloud-based, contact center and omnichannel communications solution consisting of inbound and outbound voice media routing, queuing, and distribution as well as digital channel management, and related services, applications, and features, whether included as part of a Subscription Package or ordered separately.

2. Billing and Payment

A. Billing

Starting at the Start Date set forth in the Order Form and until the end of the Term, You agree to pay for: a) the RingCX Services fees for at least the number of Seats set forth in the RingCX Services Order (as amended as permitted below) (an “**RingCX Contract Seat**”) based on the per Seat pricing set forth in the RingCX Services Order (the “**RingCX Contract Seat Price**”), as amended from time to time, regardless of the number of Seats being used; b) any Usage (per minute) fees; c) any Subscription Packages set forth in the RingCX Services Order (e.g. Interactive RingCX Response, minutes, international minutes); and d) any additional fees set forth in the RingCX Services Order.

B. Adding New RingCX Contract Seats

You may add RingCX Contract Seats at any time either through a new RingCX Services Order or a written amendment executed by You and RingCentral. The RingCX Services fees related to these additional RingCX Contract Seats will be billed at the per Seat price set forth in the RingCX Order form. For the avoidance of doubt, You will be required to pay for RingCX Services fees related to these additional RingCX Contract Seats until the end of the Term.

C. Adding On-Demand RingCX Seats

At any time, You may utilize additional Seats with your RingCX Services on an as-needed basis (each, an “**On-Demand RingCX Seat**”). You will be billed for any RingCX Services at the rate of the RingCX Contract Seat Price plus an overage charge of 20 USD per month per Seat (the “**On-Demand RingCX Price**”) until You remove this On-Demand RingCX Seat from Your RingCX Services subscription (which You may do at any time in your discretion). RingCX Services fees for any On-Demand RingCX Seats will be charged for the full month, regardless of the number of days used. For each monthly billing period, You will be charged for the highest number of On-Demand RingCX Seats used within such billing period. Fees for other RingCX Service licenses may be billed at the price set forth in the RingCX Order Form.

3. RingCX Services, Settings, and Modifications

A RingEX account is required to use the RingCX Services. The settings and preferences for your RingCX Services, including without limitation user rights, user skills, and permissions; routing, scripts; registration Information; and activation of On-Demand RingCX Seats, among others, may be set and modified by those individuals whom You allow to have access to the web console (“**Account Administrators**”). The Customer acknowledges that the acts or omissions of the Account Administrators may result in additional charges or affect RingCX Services. The Customer will be solely responsible for the acts or omissions and the impact on billable amounts of the Account Administrators.

4. Use of RingCX Services

You acknowledge and agree that all use of the RingCX Services shall be subject to this Service Attachment and the Agreement, including without limitation the use policies and data privacy policies. You acknowledge and agree that You are fully responsible and liable for all use of the RingCX Services, any software or hardware used in conjunction with the RingCX Services, and any and all fees and charges that are incurred as a result of such use. Notwithstanding anything to the contrary stated in the Agreement, the use of the RingCX Services shall be subject to the following terms:

A. NO 911 SERVICE. YOU ACKNOWLEDGE AND AGREE THAT 911 / EMERGENCY CALLS OR MESSAGES MAY NOT BE PLACED OR SENT THROUGH THE RINGCX SERVICES, AND NO 911 CALLING OR SMS OR OTHER EMERGENCY MESSAGING SERVICE IS OFFERED OR PROVIDED WITH THE RINGCX SERVICES. YOU MUST MAKE AVAILABLE ALTERNATIVE ARRANGEMENTS TO PLACE 911 CALLS.

B. Customer 911 Notification Obligations. You represent, warrant, and covenant that: (i) You shall ensure that any person who might use the RingCX Services or be present at the physical location where any the RingCX Services might be accessed or used is fully informed and aware that he or she will not be able to place calls or send messages to 911 or other emergency response services through the RingCX Services; and (ii) You shall provide all of the foregoing parties with an alternate method by which to place such calls and, as applicable, to send such messages.

C. Cardholder Data. You acknowledge and agree that when using RingCX Services, You will not record or store Cardholder Data (“**CHD**”) as that term is defined by the PCI Data Security Standard. If You are required to receive CHD using the RingCX Services, You will pause any recordings or otherwise ensure that no CHD is being recorded or saved.

5. Compliance and Regulations

You disclaim and deny any reliance on any marketing materials relating to the RingCX Services with regard to Telephone Consumer Protection Act (“**TCPA**”) compliance and/or the Telemarketing Sales Rule. Any statements regarding the TCPA or other legal compliance are opinion only, and You are ultimately responsible for making your own determinations regarding the requirements of the TCPA and its applicability to the RingCX Services.

RingCentral shall not redesign or otherwise modify its Manual Dial product, including any relevant hardware or software, in a manner that would give it the capacity to dial randomly or sequentially generated numbers, function as a predictive dialer or dial numbers in any manner that does not require human intervention for each call.

6. Definitions

Terms used herein but not otherwise defined have the meanings ascribed to them in the Agreement. For purposes of this Service Attachment, the following terms have the meanings set forth below:

- A. **“RingCX Materials”** means documentation, either electronic or otherwise, that RingCentral provides or makes available to the Customer describing the RingCX Services, including the components of each Subscription Package, if applicable, and any other features and functionality offered as part of the RingCX Services. The RingCX Materials may include without limitation manuals, product descriptions, user or installation instructions, diagrams, printouts, listings, flowcharts, and training materials related to the RingCX Services.
- B. **“RingCX Services Order”** is an Order form executed by the Parties under the terms of the Agreement and this Service Attachment, setting out the details of the subscription to the RingCX Services, including any Subscription Package, and any additional products, services and functionality purchased by the Customer.
- C. **“Interactive Voice Response”** or **“IVR”** means a module that allows customers to script automated voice interactions, accessing third-party services and databases when needed to service the customer. IVR-only packages do not include any services or restrictions related to Seats.
- D. **“Seat”** means either: i) a named license based on the named persons that use the RingCX Services, or ii) a concurrent license based on the number of persons simultaneously using the RingCX Services. Each Seat includes 2,000 minutes of IVR per month and unlimited inbound and manually dialed outbound domestic minutes. All use is subject to the Acceptable Use Policy. Overages apply.
- E. **“Subscription Package”** is a set of RingCX Services features and applications, as further defined in the RingCX Materials, that could be ordered as a bundle.
- F. **“Usage”** means any charges incurred in connection with the use of your RingCX Services, including, without limitation, local, long-distance, international, and toll-free minutes, charges, and any products listed on the RingCX Service Order.

ATTACHMENT B
SERVICE LEVEL AGREEMENT FOR RINGCX SERVICES

This Service Level Agreement for RingCX Services (the “**RingCX SLA**”) is a part of the Master Services Agreement (the “**Agreement**”) that includes the Service Availability levels RingCentral commits to deliver on the RingCentral Network for RingCX Services.

1. Overview

RingCentral will maintain the Quality of Service for the RingCX Core Services at the performance levels as defined below:

	Core Services
Service Availability (Monthly Calculation)	99.99%
Maximum Credit	15% of MRC

2. Minimum Eligibility. Customer is entitled to the benefits of this RingCX SLA only to the extent that Customer maintains a minimum of ten (10) RingCX Seats under the Agreement with a minimum twelve (12) month Initial Term and twelve (12) month Renewal Term. This RingCX SLA shall not apply to any period of time where Customer does not meet the foregoing requirements.

3. Service Delivery Commitments

A. Calculation of Service Availability

Service Availability = [1 – ((number of minutes of Down Time x number of impacted users) / (total number users x total number of minutes in a calendar month))] x 100

Availability shall be rounded to nearest hundredth of a percent in determining the applicable credit.

B. Calculation of Service Credits

- i. Service Credits only begin to accrue after Service Availability falls below a certain percentage (shown in the tables below).
- ii. Customer is entitled to Service Credits for the RingCX Core Services according to the following table:

Service Availability	Service Credits
≥ 99.99%	0% MRC
≥ 99.95% and < 99.99%	5% MRC
≥ 99.90% and < 99.95%	10% MRC
< 99.90%	15% MRC

C. Qualifying for Service Credits. Service Credits for Down Time will accrue only to the extent:

- i. Service Availability falls below the percentage as illustrated in the tables (above) under Calculation of Service Credits.
- ii. Customer reports the occurrence of Down Time to RingCentral Customer Service by opening a Support Case within twenty-four (24) hours of the beginning of the applicable Down Time period.
- iii. Customer must submit a written request for Service Credits to Customer Care within ten (10) business days of the date the Support Case was opened by Customer, including a short explanation of the credit claimed and the number of the corresponding Support Case.
- iv. RingCentral confirms that the Down Time was the result of an outage or fault on the RingCentral Network.
- v. Customer is not in material breach of the Agreement, including its payments obligations.

D. Finality of Decisions. Credits may be issued in RingCentral’s sole reasonable discretion and will expire at the expiration or termination of the Agreement.

4. Chronic Service Failures

A. Service Availability. Customer may terminate the Agreement without penalty and will receive a pro-rata refund of all prepaid, unused fees if customer accrues Maximum Service Credits for Down Time for RingCX Core Services during any three (3) calendar Months in any continuous 6-Month period, and customer has timely reported Down Time as set forth herein.

- B. To exercise its termination right under this RingCX SLA, Customer must deliver written notice of termination to RingCentral no later than ten (10) business days after its right to terminate under this Section accrues.

5. Sole Remedy

The remedies available pursuant to this RingCX SLA (i.e., the issuance of credits and termination for chronic service failure) shall be Customer's sole remedy for any failure to meet committed services levels under this Agreement.

6. Definitions

Terms used herein but not otherwise defined have the meanings ascribed to them in the Agreement. For purposes of this Service Level Agreement, the following terms have the meanings set forth below:

- A. **"RingCX Services"** include Core Services and Non-Core Services.
- B. **"Core Services" includes the following services:**
- i. Inbound and Outbound Call Termination.
 - ii. IVR, Text to Speech and Speech Recognition.
 - iii. Recording of Calls.
 - iv. Client-side User Interface and Computer Telephony Interface APIs for Receiving or Placing a call and Authenticating Users.
- C. **"Down Time"** is an unscheduled period during which the RingCX Services on the RingCentral Network are interrupted and not usable, except that Down Time does not include unavailability or interruptions due to (1) acts or omissions of Customer; (2) an event of a Force Majeure; or (3) Customer's breach of the Agreement.
- D. **"Interactive Voice Response" or "IVR"** means a module that allows customers to script automated voice interactions, accessing third party services and databases when needed to service the customer.
- E. **"MRC"** means the monthly recurring subscription charges (excluding taxes, administrative or government mandated fees, metered billings, etc.) owed by Customer to RingCentral for RingCX Services for the relevant month. If customer is billed other than on a monthly basis, MRC refers to the pro-rata portion of the recurring subscription charges for the relevant calendar month. MRC does not include one-time charges such as phone equipment costs, set-up fees, and similar amounts, nor does it include any charges or fees for services other than RingCX Services.
- F. **"Non-Core Services"** means any features not expressly identified as a Core Service. For the avoidance of doubt, Non-Core Services includes the following features:
- i. Historical Reports.
 - ii. RealTime Dashboards.
 - iii. Call Recording Administration, Delivery, and Retrieval.
 - iv. Integrations, including Workforce Management, Workforce Optimization, and CRM.
- G. **"RingCentral Network"** means the network and supporting facilities between and among the RingCentral points of presence ("**PoP(s)**"), up to and including the interconnection point between the RingCentral's network and facilities, and the public Internet, and the PSTN. The RingCentral Network does not include the public Internet, or the Public Switched Telephone Network (PSTN). The RingCentral Network includes the facilities of underlying provider of the RingCX Services subcontracted by RingCentral.
- H. **"Service Availability"** is the time for which RingCX Services are available on the RingCentral Network, expressed as a percentage of the total time in the relevant calendar month, and calculated as set forth below.
- I. **"Service Credits"** means the amount that RingCentral will credit a Customer's account pursuant to this RingCX SLA.
- J. **"Support Case"** means an inquiry or incident reported by the Customer, through its Helpdesk Support, to Customer Care via the designated Customer Care portal.

RESOLUTION NO R-24-_____

A RESOLUTION AUTHORIZING THE VILLAGE MANAGER AND VILLAGE CLERK TO EXECUTE THE CONTRACT WITH RINGCENTRAL, BELMONT, CA, FOR THE PURCHASE OF REPLACEMENT ENTERPRISE PHONE SYSTEM IN THE AMOUNT OF \$672,829.30.

WHEREAS, the President and Board of Trustees wish to enter into a contract with Ring Central, Belmont, CA to replace the enterprise phone system for the period of September, 2024 through September, 2029 with four, one-year extension options in subsequent fiscal years by agreement of all parties, at an amount not to exceed \$672,829.30; and

WHEREAS, the consultant has submitted a proposal to perform work per the Village specifications; and

WHEREAS, it would be in the best interests of the citizens of Schaumburg to execute the attached Contracts.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG:

SECTION ONE: That the Village Manager be and hereby is authorized and directed to execute the attached Contracts by and between the Village of Schaumburg and RingCentral, Belmont, CA.

SECTION TWO: That the Village Manager be and hereby is authorized to sign any documents in furtherance of this Resolution.

SECTION THREE: That this Resolution shall be in full force and effect after passage and approval as required by law.

AYES:

NAYS:

ABSENT:

PASSED AND APPROVED this _____ day of _____, 2024.

Village President

ATTEST:

Village Clerk



**Recommendation to Approve Revisions to the Personnel Manual and the Benefits Handbook
10/21/2024**

Finance Legal Administrative General Government

Presenter: Director of Human Resources
Lead Department: Human Resources

Executive Summary:

The village regularly reviews its Personnel Manual and Benefits Handbook to maintain best practices, positively impact employment and benefit policies, and to align with current Federal, State or local laws. The last review was completed in early 2024.

Staff recommends a series of changes to the Personnel Manual to align with applicable laws in the Non-Discrimination and Anti-Harassment, Equal Employment Opportunity, Prohibited Conduct, Reasonable Accommodations, Victim’s Economic Security and Safety Act (VESSA) and Bereavement Leave policies. Notable changes include updating the list of statuses which are protected under the Illinois Human Rights Act, and minor modifications to the Village’s VESSA and Bereavement Leave policies to align with existing State law.

Additionally, staff recommends a series of changes to align with industry best practices in the Sick Leave, Personal Days and Holidays policies of the Benefits Handbook, and a technical clarification to the introduction of the Benefits Handbook. Key changes include modifying the village’s sick leave policy to align with policies of our comparable communities to provide additional flexibility when using sick leave for routine doctor’s visits or caring for a family member’s illness/injury, and creating a limited personal time benefit and paid holiday benefit for eligible part-time employees (as defined within the policy) to align with practices among our comparable communities and to aid in recruitment and retention.

Finally, staff recommends a limited number of administrative changes and non-material document formatting or grammatical corrections; a comprehensive list of changes (other than non-material formatting or grammatical corrections) is attached hereto.

Recommended Action:

The Village Manager recommends that the FLAGG Committee recommend the Village Board endorse the proposed revisions to the Personnel Manual and Benefits Handbook and refer the items to the Committee of the Whole.

ATTACHMENTS:

Description Type

- ▣ Personnel Manual and Benefits Handbook List of Changes Exhibit
- ▣ Resolution Exhibit
- ▣ Exhibit A - Personnel Manual Redline Exhibit
- ▣ Exhibit B - Benefits Handbook Redline Exhibit

Personnel Manual Changes

- **Employee Categories (page 12 of redlined draft)** - Deletes references to part-time employees hired before October 18, 1993 (obsolete for non-bargaining unit employees).
- **Political Activity (page 27 of redlined draft)** – Adds “among other things” to activities that employees may engage in, during non-work time and while not in uniform.
- **Diversity, Equity and Inclusion Statement (page 39 of redlined draft)** – Restates as a Welcoming and Inclusive Workplace Statement, building on the village’s organizational tenets of humility, empathy, respect, and open-mindedness.
- **Non-Discrimination and Anti-Harassment, Equal Employment Opportunity, and Prohibited Conduct policies (pages 45, 46, 47 of redlined draft)** – Adds protected statuses that are set forth in the Illinois Human Rights Act, which currently apply to the village as an employer.
- **Reasonable Accommodations (page 46 of redlined draft)** – Adds “and other related statutes” to articulate the village’s support for and compliance with disability and reasonable accommodation laws.
- **Sick Leave (page 52 of redlined draft)** – Adds the word “eligible.”
- **Victim’s Economic Security and Safety Act (VESSA) (page 55 of redlined draft)** – Adds “other crime of violence” victims to those eligible for VESSA leave, consistent with State law; adds the word “eligible.”
- **Bereavement Leave (page 58 of redlined draft)** – Clarifies that certain benefits are provided in compliance with the Family Bereavement Leave Act; adds step-child and domestic partner to the list of family members for which an employee may take up to 10 days of unpaid bereavement leave, consistent with State law; adds the word “eligible.”

Benefits Handbook Changes

- **Introduction (page 3 of redlined draft)** – Makes a minor technical modification to clarify that the Benefits Handbook does not constitute a contract.
- **Reclassification (page 8 of redlined draft)** – Removes the threshold of a 30% or more change to a job’s essential functions as the basis for re-evaluation of the position’s classification, provides greater managerial discretion to evaluate the impact of changes on a position’s essential functions.
- **Employees Paid Outside the Pay Grade (page 8 of redlined draft)** – Removes direction that an employee who is paid below their position’s pay grade minimum

will be adjusted to the minimum, providing greater flexibility in administering such adjustments.

- **Flexible Benefits Purchase Program (page 13 of redlined draft)** – Clarifies that the Village Manager has the sole right to eliminate and/or modify the program at any time.
- **Vacation (page 15 of redlined draft)** – Deletes references to part-time employees hired before October 18, 1993 (obsolete for non-bargaining unit employees).
- **Sick Leave (pages 15 and 16 of redlined draft)** – Modifies the sick leave policy to remove restrictions on the usage of sick leave for an employee’s own routine doctor’s visits and for family member’s illnesses and injuries; adds language to provide that department directors may require a doctor’s note any time in consultation with the Director of Human Resources; adds step-child to the list of eligible family members. Deletes references to part-time employees hired before October 18, 1993 (obsolete for non-bargaining unit employees).
- **Holidays (page 16 of redlined draft)** – Adds four hours of paid holiday time on designated village holidays for part-time employees whose positions work regularly-scheduled shifts. Deletes references to part-time employees hired before October 18, 1993 (obsolete for non-bargaining unit employees).
- **Personal Time (page 17 of redlined draft)** – Adds 20 hours of personal leave for part-time employees whose positions work regularly-scheduled shifts. Deletes references to part-time employees hired before October 18, 1993 (obsolete for non-bargaining unit employees).
- **Bereavement Leave (page 18 of redlined draft)** – Adds the word “eligible.”
- **Sick Time Reimbursement (page 19 of redlined draft)** – Adds separations or terminations as eligible events, in line with internal comparable policies.

RESOLUTION NO. _____

RESOLUTION AMENDING PORTIONS OF THE PERSONNEL MANUAL AND THE BENEFITS HANDBOOK FOR EMPLOYEES OF THE VILLAGE OF SCHAUMBURG

WHEREAS, the corporate authorities have previously approved a Personnel Manual (the "Manual") and a Benefits Handbook (the "Handbook") for the Village of Schaumburg; and

WHEREAS, the Village Manager has recommended certain changes to the Manual and Handbook; and

WHEREAS, the corporate authorities deem it reasonable to accept the recommendation of the Village Manager and approve the changes to the Manual and the Handbook.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG:

SECTION ONE: That the amended Manual and Handbook attached hereto and marked as Exhibits A and B, respectively, are hereby approved and shall replace the prior versions of the Manual and the Handbook.

SECTION TWO: This Resolution shall be in full force and effect from and after its passage and approval according to law.

AYES:

NAYS:

ABSENT:

PASSED AND APPROVED this _____ day of _____, 2024.

VILLAGE PRESIDENT

ATTEST:

Village Clerk
APPROVED:

Village of Schaumburg Personnel Manual

Updated January 1, 2024⁵

For questions about this document, contact Human Resources



VILLAGE OF SCHAUMBURG

PROGRESS THROUGH THOUGHTFUL PLANNING



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I. INTRODUCTION

The Village of Schaumburg (herein after referred to as the “village”) has developed a Personnel Manual designed to communicate the village’s policies, rules, regulations, and procedures applicable to all village employees. Employees are required to familiarize themselves with the manual and adhere to all sections contained herein. All employees must acknowledge receipt of the Personnel Manual upon hire and periodically throughout their employment.

The Personnel Manual is not an employment contract, and the village reserves the right to make changes to policies, rules, regulations, and procedures at any time and without notice. However, the village does recognize certain collective bargaining agreements. In the event of a conflict between the policies in this Personnel Manual and the terms of any applicable collective bargaining agreement, the terms of the collective bargaining agreement shall govern as to that conflict. With Village Manager approval, each department within the village has the right to develop more restrictive policies to address particular department needs. Any supplemental departmental policies developed will be in accordance with this policy and subject to review.

Employees have the right to terminate their employment at any time. The village reserves the same right to terminate an employee at any time, subject only to the terms of any governing collective bargaining agreement, written contract, or applicable law.

If an employee has questions about the information contained in this Personnel Manual, they are encouraged to speak with their supervisor or contact Human Resources. The village appreciates the efforts and contributions of its employees and strives to create a working environment that is challenging and rewarding.



II. VILLAGE EMPLOYMENT

This section outlines specific rules and regulations governing many of the general terms and conditions of employment with the village that will be observed throughout one's employment on a daily and annual basis.

CORE VALUES

The village has adopted the core values of customer service (internal/external contacts), teamwork, integrity, respect, and trust. They are the heart and soul of how the village operates, and all village employees, whether full-time, part-time, or temporary/seasonal, are expected to abide by these tenets. These core values guide our actions and serve as the framework for the decisions and contributions employees make every day, at every level, with the ultimate goal of providing excellent services and programs to meet the needs of our community and those within the organization.

CREATIVE WORKS

Many employees work in positions where innovations, improvements, inventions, discoveries, copyrightable work, or new ideas may be developed or conceived in the course of their employment. If these creative works are developed on village time or created through the use of village equipment and facilities, the employee is obligated to disclose these works and agrees to assign all rights, title, and interest to the village, provided that they:

- Relate directly to the business of the village.
- Result from the employee's work with the village; or
- Involve the use of village equipment, supplies, facilities, confidential information, or time.

An employee has no obligation to assign rights to creative works developed on their own time, creative works unrelated to the employee's work with the village, or unrelated creative works developed without the use of village equipment, supplies, facilities, confidential information, or time.

ADMINISTRATIVE PROTOCOLS

Administrative Protocols are issued by the Village Manager and serve the purpose of clarifying or establishing methods of conduct or procedure. Administrative Protocols are derived from laws and village policy and provide a road map on how such policies and laws are to be put into practice. These documents reflect the practical implementation of village ordinances, policies, and practices. For more information, see Administrative Protocols.



ETHICAL RESPONSIBILITIES

As municipal employees, all duties must be performed in an honest manner not misusing the public's trust or engaging in political activities that would impair employee's performance to the village. Employees will continually improve skills and abilities to invoke trust from the community and the citizens of Schaumburg and to operate in their best interest as dedicated workers in a non-biased, non-discriminatory fashion. Employees will abide by all applicable governmental laws, rules and regulations, village policies and procedures, and all other standards of ethical conduct, including promptly reporting any violation of such laws, rules, regulations, and policies to an appropriate person within the village.

HUMAN RESOURCES

The Human Resources Department is responsible for the administration of benefit plans, safety, compensation, employment records, village-wide training, workers' compensation, recruitment of certain sworn and non-sworn personnel, employee relations, and labor relations. Human Resources maintains an "open door policy" for employees to seek assistance in any of these areas of responsibility. Please remember that it is always advisable to first approach departmental management with questions. Questions or problems with insurance, policy clarifications, etc., however, can be brought directly to Human Resources.

NEW EMPLOYEE ORIENTATION

A New Employee Orientation session may be coordinated by Human Resources. Staff from Human Resources and other departments will conduct presentations as part of this orientation. New Employee Orientation is intended to provide employees with an overview of municipal government, specific information about village departments, and village policies and programs in an interactive, engaging, and enjoyable format.

INITIAL EVALUATION PERIOD

Employees in new positions are making judgments about the village as to job satisfaction, professional opportunity, and the appropriate application of skills during the initial phase of employment.

For those employees whose positions are covered by collective bargaining agreements, the first twelve (12) months of continuous, on-the-job employment with a particular position is referred to as a trial or probationary period. There should be no expectation that an employee will be provided the full twelve (12) months of the trial period as during



the trial period, employment may be terminated at any time, without cause and for any lawful reason.

The trial or probationary period does not apply to those employees whose positions are not covered by a collective bargaining agreement. Instead, the first twelve (12) months of employment are considered an initial evaluation period for non-represented employees, as non-represented employees maintain an at will employment status during their employment with the village.

Because performance evaluation and constructive commentary is critical for those within their first year of employment, all employees will receive a formal performance appraisal from their supervisor approximately six (6) months into the new position in order to provide feedback on performance. At any point prior to the end of the first twelve (12) months in a particular position, the department director will make a recommendation to the Director of Human Resources and the Village Manager to either continue the employment relationship, terminate the employment relationship, or, if available in an applicable collective bargaining agreement, extend the trial or probationary period for represented employees. Employees do not have recourse through the Dispute Resolution Procedure contained in this manual during their first twelve (12) months of employment, or longer if the trial or probationary period is extended, however employees are strongly encouraged to discuss any problems with their supervisor. Employees should not hesitate to report any instances of possible or perceived discrimination, harassment, or retaliation to the Director of Human Resources or Village Manager.

Employees accepting any appointment with the village must remain in the new position for a twelve (12) month period, or longer if a represented employee's trial or probationary period is extended, before applying for a promotion, demotion, or transfer to another position unless it is determined by the department director(s) and the Village Manager that the proposed change is in the best interest of the village.

SELECTION

The village is an equal opportunity employer (EOE) and, as such, prohibits unlawful discrimination in the hiring, promotion, reassignment, transfer, compensation, administration of benefit plans, and all other conditions of employment. As an equal opportunity and inclusive employer, the village welcomes applicants of any race, color, national origin, citizenship, ancestry, sex, sexual orientation, age, disability, genetic information or background, religious affiliation, marital status, military status, or any other legally protected status. Typically, the village does not hire employees younger than 18, however some exceptions may exist where the Human Resources Department has certified that the position complies with the regulations set by the Department of Labor - Wage and Hour Division for Child Labor Laws.



Human Resources will post vacancies when they occur throughout the village via the recruiting management system. Employees who wish to be considered for an open position must apply internally via the recruiting management system. Qualified employees will be considered for vacancies based on their work experience, training, formal education, and work performance at the village. In some instances, employees may be offered a position without the required degree, certification, or licensure, provided they obtain the required credentials in an appropriate period of time to be determined by the Director of Human Resources and department director, with final approval from the Village Manager.

Employees may be required to take job-related tests, as approved by Human Resources, in order to assess skills or aptitude for certain positions as part of the selection process. Testing will be done during the course of the normal work schedule, whenever possible, with approval from an employee's supervisor.

An employee who accepts a new position, regardless of whether they are promoted, demoted, reassigned, or transferred, must remain in the new position for a twelve (12) month period, or longer if a represented employee's trial or probationary period is extended. This provision may be waived if it is determined by the consenting department directors that it is in the best interest of the village, and if final approval is obtained from the Village Manager.

The village reserves the right to recruit externally and internally simultaneously, as well as to hire the most qualified candidate, whether that individual is an internal or external candidate. Current qualified employees may still be considered along with qualified candidates outside the village.

For more information on the recruitment and selection process, see Administrative Protocol on Recruitment and Selection of Employees.

HIRING RELATIVES

The employment of relatives as full-time, part-time, or temporary/seasonal employees is not permitted in the department where the employee's relative is currently employed. Additionally, employment of relatives of the Village Manager or an elected village official is not permitted. Where two employees are married or become married in the course of their employment, these employees will be allowed to remain in the same department and respective positions, so long as a supervisory or management reporting relationship does not exist either directly or in the chain of command. The village defines a relative in regard to this policy as inclusive of spouse, parent, sibling, child, aunt, uncle, nephew, niece, grandparent/great grandparent, grandchild/great grandchild, and stepparent/child. It also includes an employee's brother-in-law, sister-in-law, father-in-



law, mother-in-law, daughter-in-law, or son-in-law. This policy is not applicable to those hired through the Board of Fire and Police Commissioners.

Supervision of Relatives/Family Member in the Police and Fire Departments

Due to the authority and responsibility of the Board of Fire and Police, the previous policy does not apply to hiring of, or promotion into, the following positions: Firefighter, Police Officer, Police Sergeant, Police Lieutenant, Fire Lieutenant, and Fire Captain. The objective of this policy is to ensure that if relatives/family members work in the same department, their reporting relationship is reassigned so that there is no opportunity for a conflict of interest or favoritism based on supervision of a relative or person with another personal relationship.

Close relatives, partners, those in a dating relationship or members of the same household regardless of family relationship are not permitted to be in positions that have a reporting responsibility to each other. Close relatives are defined as the following: husband, wife, father, mother, father-in-law, mother-in-law, grandfather, grandmother, son, son-in-law, daughter, daughter-in-law, uncle, aunt, nephew, niece, brother, sister, brother-in-law, sister, sister-in-law, "step" and "half" relatives, and cousins.

Individuals will not be scheduled, transferred, temporarily assigned, or appointed "acting" into a position that would create a conflict with this policy. If employees of the same department or reporting chain begin a dating relationship or become relatives, partners or members of the same household regardless of family relationship, and one party is in a supervisory position, that person is required to inform management and human resources of the relationship. The affected employees will have 60 days to meet and discuss with the director of the department on how they propose to resolve the supervisory relationship. After 60 days, if no mutually agreeable solution is found, the Chief will work with Human Resources to determine the most appropriate action for the specific situation. This may include reassigning one or both employees to different supervisors or, if necessary, termination of one of the employees.

If there is a situation where an action of the Department, such as reduction in force, results in an involuntary circumstance in which two relatives, partners or members of the same household may be regularly reporting to each other, one of the employees may be reassigned within 60 days if reassignment is available. During those 60 days, the supervisory employee will not have involvement or direct input in the employment decisions of the other employee.

The Department reserves the right to apply this policy and any exceptions to this policy must be requested through written justification to Human Resources. Exceptions will be reviewed by the Chief and the Director of Human Resources.

**Members of the same household refers to individuals who are living together in an intimate relationship and/or family member. It is not intended to apply to individuals who are platonic roommates or persons who do not have a familial relationship.*



EMPLOYMENT CATEGORIES

The village classifies positions in three categories: full-time, part-time, and temporary/seasonal. These categories are determined by the nature of the assignment and the expected hours of work on an annual basis. Each classification is assigned a level of benefits and privileges to be provided by the village and may be changed if the Village Manager determines it is in the best interest of the village to do so:

- **Full-Time** - These employees are hired to work a full work assignment of thirty-five (35), forty (40) or fifty (50) hours per week. Full-time employees are eligible for benefits. Please refer to the Benefits Handbook or applicable collective bargaining agreement for more information.
- **Part-Time** - Employees in this category are generally expected to work less than 1,000 hours per year. Part-time employees are eligible for legally mandated benefits, voluntary benefits, deferred compensation plans, and the Employee Assistance Program.
 - Part-time employees hired prior to May 1, 2010, that are expected to work more than 1,000 hours per year must not exceed 1,250 hours per year and will be enrolled in the Illinois Municipal Retirement Fund (IMRF).
 - ~~Part-time employees hired prior to October 18, 1993, will continue to be eligible for accrued paid time off, consisting of prorated sick time, vacation, and holidays, if normally scheduled to work on the day of observance, or personal hours in lieu of holidays.~~
- **Temporary/Seasonal** - Employees hired for a specific period or project, not to exceed 1,000 hours per year. This category of employees is eligible only for legally mandated benefits and the Employee Assistance Program.

All categories of employees are subject to the policies and procedures of the village. Due to operational demands, department directors, with approval from the Village Manager, may adjust work hours and schedules as needed for operational requirements.

IDENTIFICATION BADGES

Every village employee will be issued a picture identification badge for documentation of position and duties with the village and the badge must be worn visibly at all times during hours of employment, except where the badge may pose a safety hazard. Some employees will be issued badges that are used with the village's electronic proximity



card security system. Badges must be kept secured, and employees are prohibited from placing stickers, pins, or any other attachment on the badge. In the event a badge is lost, stolen, or damaged, it is the responsibility of the employee to report the loss immediately to Human Resources.

This badge is the property of the village and must be returned to the village upon termination or the employee may be subject to criminal prosecution. Fraudulent use of a village identification badge or allowing another person, including another employee, to use or misuse an identification badge for any reason may result in corrective action, up to and including termination and/or criminal prosecution. Willful neglect, loss, or refusal to display an identification badge will be grounds for corrective action, up to and including termination.

The village will provide employees with their choice of a clip or lanyard for displaying their badge. Only village-issued clips and lanyards are to be displayed and in no case should lanyards reflect other corporate or product advertising, political commentary or unprofessional graphics or verbiage. These devices are subject to the same prohibition regarding stickers, pins, etc. as outlined for badges.

For more information on proximity cards, see Administrative Protocol on Village Facility Access Control System.

ESSENTIAL FUNCTION EXAMINATION

Employees may be required to undergo an examination to establish that they can effectively perform the essential functions of their position. The village may, at its discretion and its expense, require an employee to submit to an examination by a qualified and licensed professional provider(s) of its choice as a step in the post offer, pre-employment process, or at any time during employment should there be questions as to one's ability to perform the essential functions of their position. The examination also allows the village to determine if reasonable accommodations are necessary for an employee to perform the essential functions of their job.

DRUG FREE WORKPLACE

It is in the best interest of the village's employees and public service to maintain a drug free work environment. To promote this goal, employees are required to report to work in appropriate mental and physical condition to perform their jobs in a satisfactory manner. In all instances, employees are expected to maintain a safe workplace and to promote the safety of employees and the public. The village has adopted a strict drug and alcohol-free workplace policy to provide a safe and healthy workplace for all employees, prevent accidents and to comply with federal and state health and safety regulations.



In furtherance of a drug-free workplace, all village employees are prohibited from:

- Reporting to work or remaining at work while the ability to perform job duties is adversely impacted due to alcohol or drug use.
- Manufacturing, distributing, dispensing, selling, possessing, using, or being under the influence or effects of a controlled substance while on duty, on call, in the performance of village work or while on village property, including but not limited to alcohol and cannabis including medical cannabis prescribed by a physician to a “Qualifying Patient” under the Compassionate Use of Medical Cannabis Program Act.
- Using illegal drugs or cannabis or cannabis infused substances even when off duty.

Violations of this policy will be reported to the appropriate licensing authority when required by state and federal laws and regulations. Additionally, employees who are convicted of any criminal drug statute must report the conviction to the Director of Human Resources within five (5) days of the conviction. The village takes its responsibility seriously and violations could result in corrective action, up to and including termination and/or criminal prosecution.

It is the responsibility of the employee to report to their supervisor and Human Resources at the beginning of their shift any prescription drugs that have been prescribed for them by their physician that could alter their behavior or impair their ability to perform work safely. Failure to do so could subject the employee to corrective action, up to and including termination.

The village recognizes chemical dependency as a life-threatening disease that can be treated. Employees needing assistance are encouraged to use their health insurance plan or seek assistance through the Employee Assistance Program.

DRUG AND ALCOHOL TESTING

The village reserves the right to require an employee to submit to drug or alcohol testing. If it is suspected that an employee is impaired due to the use of alcohol, cannabis or other drugs while on duty, on call or on village property, including an employee designated as a “Qualifying Patient” under the Compassionate Use of Medical Cannabis, the department director or designee may, at their discretion, order the employee to submit to testing for drugs and/or alcohol. The drugs prohibited under this policy include any controlled substance listed in the Illinois Controlled Substances Act or Cannabis Control Act, and substances listed in Schedules I through V of the Federal Controlled Substances Act. Among other substances, it includes narcotics (heroin, morphine, etc.), cannabis (marijuana, hashish, cannabis-infused substances), stimulants (cocaine, crack, diet pills, etc.), depressants (tranquilizers), and hallucinogens (PCP, LSD, “designer drugs,” etc.), any drug which is not legally obtainable, is not being used for prescribed purposes,



and/or is not being taken in accordance to prescribed dosages, or any other intoxicating substance. The tested employee will be officially informed of the reason for the tests within twenty-four (24) hours of the test. Drug and alcohol testing will be conducted at a qualified medical facility selected by the village. Test results will be maintained in the employee's medical file residing with Human Resources. Copies of these records will be released to the employee if requested in writing. Failure or refusal of an employee to submit to testing will be treated as a positive test result and could result in immediate termination. The village is committed to maintaining a drug and alcohol-free workplace and may administer a drug testing program for all employees.

In the event a positive drug test result is received, a confirmatory test will be conducted automatically. At their own expense, the employee may request retesting of the original split sample by a federally qualified laboratory of their choosing. The chosen laboratory must have prior approval by the Director of Human Resources and this laboratory assumes complete responsibility for maintaining a documented chain of command of the test sample. Where drug and alcohol testing is outlined in a collective bargaining agreement, these procedures will be observed for members of that bargaining group.

To the extent an employee is covered under the Department of Transportation CDL regulations, such rules and regulations shall additionally apply.

“Under the influence of alcohol” means an alcohol concentration of .04 or more, or actions, appearance, speech, or bodily odors which reasonably cause a supervisor to conclude that an employee is impaired because of alcohol use.

A “positive drug test” means a confirmed positive test result for cannabis or illegal drug use. Illegal drugs include but are not limited to substances which are not being used or possessed under the supervision of, or in accordance with, a licensed health care professional.

“Failure or refusal to cooperate” means to obstruct the collection process, to submit an altered, adulterated or substitute sample, or to fail to promptly provide specimen(s) for testing when directed. Refusal to submit to testing will result in disciplinary action, up to and including termination.

If a positive drug test result is reported, or an employee is found to be under the influence of drugs, cannabis, and/or alcohol and is permitted to remain employed, the employee may be placed on an unpaid status pending an assessment by a substance abuse professional of the village's choosing (in addition to any potential discipline that the village may decide to impose). If treatment is recommended, the employee will be required to successfully complete the treatment program approved by the substance abuse professional prior to returning to work. After returning to work the employee will be required to submit to any aftercare program as prescribed by the substance abuse professional. Further, the employee will be required to participate in any drug and alcohol testing as dictated by the Director of Human Resources. Failure to comply with any after care treatment and/or any future positive test results will result in immediate



termination. Where an employee is subject to discipline due solely to the village's determination that the employee is impaired by the use of marijuana in the workplace, the village will offer the employee the opportunity to respond to the determination regarding impairment.

Every effort will be made to protect the employee's right to privacy and confidentiality. All test results will be sent confidentially to the Director of Human Resources for inclusion in the employee's official medical record and this information will only be released at the direction of the employee, court order, or on a need-to-know basis, as it relates to the employment of the employee.

PAY PERIODS

Employees are paid bi-weekly (every two weeks) for a total of twenty-six (26) pay periods a year. Pay periods begin on Sunday and end on Saturday in the two-week period. Pay day will normally fall on a Friday however employees should normally expect to receive their pay by the close of business on Thursday.

DEDUCTIONS

Mandatory deductions will be made from an employee's pay for federal and state income taxes, Social Security, Medicare, pension, and in some cases union dues or court-ordered wage attachments. Employees may elect to have deductions made to participate in the village's benefit plans, deferred compensation, etc.

LUNCH AND BREAKS

Scheduling of lunch periods and breaks is at the discretion of supervisors. Employees may be required to take these breaks at different times, as departmental operations may dictate. Due to the responsibility of certain positions, an uninterrupted lunch period cannot be guaranteed, in which case a paid lunch period will be provided. Breaks may be established, not to exceed fifteen (15) minutes each, one in the first half of the workday and one in the second. Employees must be scheduled to work at least five (5) consecutive hours to be eligible for a break. If an employee misses or fails to take a break, no additional compensation will be awarded. Under no circumstances will breaks be combined to provide a thirty (30) minute break during the workday. Employees are not permitted to use their workstation to take a lunch period without prior supervisory approval.



TALENT MANAGEMENT PLAN

The village's goal is to develop exceptional employees who exemplify the core values of trust, integrity, respect, teamwork, and customer service. The central purpose of the Talent Management Plan is to help achieve business goals which are consistent with the vision, mission, values, and business strategy. To establish a successful talent management process, the village utilizes a competency model to serve as its foundation. Competencies provide a common language and are used to create job success profiles for use in hiring, development, maintenance, career planning, and succession planning.

Five (5) key components were identified for our talent management process. These elements are to: attract, engage, build, promote, and retain employees. The first element is attracting the right talent with the right competencies for the job. Knowing what competencies are needed for success at different job levels improves the village's ability to select the best person for the job. Candidates are assessed on their mastery of the necessary competencies for positions by using a structured, behavioral interview process. Each competency has questions to explore candidates' experiences with that competency, structured probing questions, and specific positive and negative themes to watch for in the candidate's answers.

Engaging current talent with innovation and challenges is the second element. One of the key goals is to develop the leadership potential of all employees. This requires management to take an active role in understanding what motivates employees, collaboratively establishing performance goals, and providing clear and honest feedback on performance. Employees are also encouraged to complete an employee profile highlighting personal career goals, as well as the skills, knowledge, and value the employee brings to the village. Aligning the village's goals with employee's goals helps produce fully engaged employees who not only meet, but willingly go beyond the village's goals.

The third element of talent management involves building talent through assessment and development. Success profiles identify competencies that are most critical for success in a current job and enable employees to target changes in the areas that are going to have the biggest results. Employees are able to work with their managers to identify competency gaps and create development plans to address areas of weakness.

Promoting talent by giving the high performers the biggest opportunities is the fourth element. Succession planning involves having an effective and efficient process to identify, nominate, and select the best employees for future openings. The employee profile is used to identify which employees have expressed interest in advancement. The success profiles help identify which competencies are needed for success at the next level in order to create development plans which help employees stretch and develop competencies a level ahead of time. In order to develop high potential employees, it is important to provide them with challenging assignments to help them expand



the competencies that are required at the next level. This reduces the learning time needed after being promoted, as well as providing managers with an opportunity to observe an employee's readiness for promotion.

The fifth and final element is retaining talent by recognizing performance and contribution to the vision. The village strives to ensure a professional working environment where employees are engaged and have the opportunity to be successful. This is accomplished through initiatives such as New Employee Orientation, various awards to recognize excellence in the workplace, leadership training, coaching, and a pay for performance system to provide monetary incentives for high performers.

PERFORMANCE MANAGEMENT

Performance Management involves ongoing communication between an employee and their supervisor, in support of accomplishing the mission and goals of the village. The performance management process includes setting objectives, identifying goals, providing continuous feedback, evaluating results, and performance coaching and development. Supervisors are required to oversee performance and provide feedback throughout the year to recognize successes and address issues in a timely fashion.

PERFORMANCE APPRAISALS

Performance Appraisals provide employees with feedback on accomplishments and continuous improvement efforts. They promote common understanding of needs, work objectives, accomplishments, and standards of performance expectations, and provide supervisors with a useful tool to aid in coaching and development. The formal performance appraisal is an opportunity for employees and their supervisors to review whether previously discussed performance expectations and goals have been met, to discuss professional development opportunities, and to identify options for acquiring additional skills and knowledge to further career growth.

Supervisors will present employees with a formal performance appraisal at the end of each review period. Newly appointed/promoted employees will receive a performance evaluation approximately six (6) months from their appointment date. All performance evaluations are completed, routed, and signed electronically. An electronic signature on the completed appraisal means that an employee has had an opportunity to review the document and acknowledges receipt of the appraisal but does not automatically signify agreement with the supervisor's opinions. Performance appraisals are reviewed by Human Resources to ensure ratings are justified through performance examples and that a consistent standard of high performance is utilized, which will result in consistent evaluations across the village. Completed performance appraisals should be forwarded to the department director or their designee for final review.



Performance appraisals are not subject to review or appeal. If an employee has a disagreement with the appraisal, they may discuss the issues with the next level of management however their decision is final. Employees can also express their disagreement with the content of their performance appraisal by adding comments to the form.

TERMINATION

Employment and seniority will be terminated on the date an employee is terminated, voluntarily resigns, or retires (retirement is defined as meeting both age and service requirements to be eligible, upon final day of work, to collect a pension from the employee's respective pension plan). The State of Illinois Municipal Code governs the Board of Fire and Police Commissioners, and the statute provides that police officers and firefighters have a mandatory retirement age of 65 years old unless the village, by ordinance, sets an earlier age for retirement. (65 ILCS 5/10-2.1-17). The village has not set an earlier age for retirement, and it complies with the Municipal Code on this mandatory requirement. The village recognizes the right of employees to terminate their employment at any time, and the village retains that same right. Upon termination, all village property must be returned. An employee may be subject to criminal prosecution in the event village property is not returned.

If an employee chooses to terminate their employment with the village, they must submit their resignation in writing, providing at least a ten (10) working day notice, in order to leave in good standing. This notice period may be shortened by the department director, with the approval from Human Resources and if in the best interest of the village. The village reserves the right to waive the notice period in respect to sensitive or highly confidential positions. Upon signaling resignation, the employee shall not be entitled to utilize any paid time off within the ten (10) workdays preceding the termination date unless otherwise approved by the Director of Human Resources. The letter of resignation will become part of an employee's permanent file and leaving the village's service without proper notice may result in ineligibility for re-employment.

If an employee is absent without notice for three (3) consecutive workdays, they may be considered to have voluntarily abandoned their job and immediately terminated. Further, the village may immediately terminate any employee who falsifies a reason for a leave of absence, is found working for another employer during an extended leave, fails to report to work at the conclusion of a leave without prior approval, or fails to report to work within fourteen (14) days after recall from lay-off.

EXIT INTERVIEW

The village conducts exit interviews in order to gather valued input regarding opportunities for improvement within the village. To obtain this information, employees have the opportunity to participate in a confidential online survey and may choose to



participate in a face-to-face exit interview meeting with a representative of Human Resources. Information from the online survey is strictly confidential. The data will be reported only in the aggregate. Any face-to-face exit interview meetings will be conducted in the Human Resources office to ensure privacy.

REDUCTIONS OF THE WORKFORCE

The Village Manager and the Village Board may determine it necessary to reduce the number of employees or a specific position in a department. Consideration will be given to alternative methods of reducing the workforce, such as transferring employees, elimination of vacant positions, attrition, voluntary demotions, etc. If it becomes necessary to eliminate positions of current employees, the department director will prepare a list of positions and affected employees for final approval by the Village Manager. Employees will be selected by reviewing skills, abilities, and past work performance to enable the village and department to best fulfill their objectives and mission following the reduction in force. Seniority will not have a direct bearing on the selection of employees.

Affected employees will be given as much notice as possible. However, the period of notice will be at least two (2) weeks, or the affected employee will be paid in lieu of the notice. Any employee who refuses reassignment elsewhere in the village or transfer to another position within the department, even if it would mean a reduction in hours or rate of pay, will be immediately terminated, not subject to recall, and forfeit any rights to severance pay. Any affected employee will be given preference for filling vacancies, if they meet the requisite qualifications for the position, for one full year following the reduction in force, without loss of prior years of credited seniority. If an employee is recalled, they must return to work within fourteen (14) calendar days of receiving the recall notice or their termination will be processed as voluntary. If an employee is not recalled, after one (1) year, their termination will be processed as any employee leaving in good standing. Affected employees will be paid any vacation and/or compensatory time balance immediately preceding the reduction in force. During this period, affected employees will be placed on special leave and will be ineligible for any further accrual of vacation, sick time, or personal hours. If recalled, the sick time bank of the affected employee will be reinstated, prorated personal hours will be provided, and accruals based on restored seniority will be effective following the employee's return to work.

EMPLOYMENT RECORDS

The village is required by state and federal laws to maintain employment and medical records on all employees throughout the course of their employment. Personnel files and medical records are maintained by Human Resources and are kept confidential to the extent required by law. The information contained therein can only be released if requested by the employee, by court order, as required by the Freedom of Information



Act, in compliance with the Personnel Record Review Act. Medical records will be stored and maintained in accordance with the Health Insurance Portability and Accountability Act (HIPAA). Employees can access their official personnel file through the village's information management system. The village may share employment records and information with village management and authorized agents on a need-to-know basis and consistent with applicable legal standards.

Any inquiries by outside parties as to an employee's work record including verification of employment must be directed to the Human Resources Department. Supervisors of employees are restricted from providing employment information to an outside party for any reason, e.g., reference checks, verification of employment, etc.

WORK RELATED INJURIES

If an employee is injured in the course of their work, they must report the injury to their supervisor immediately and they may be eligible for benefits under the Workers' Compensation Act. Workers' Compensation pays for approved medical treatment associated with a workplace injury and lost work time exceeding three (3) workdays. Prompt medical care is the first priority. Supervisors must complete a Form 45 and Supervisor's Accident Investigation Report and forward both forms to Human Resources within twenty-four (24) hours of the injury or exposure. The Supervisor's Accident Investigation Report will require the employee and any witnesses to detail the incident. Supervisors are also required to make notification of an accident, injury, or exposure as soon as practical through the village's email notification group.

The village maintains a self-insured Workers' Compensation Plan. Under the plan, the village retains a third party to act as the administrator and process temporary disability and medical payments. The payment of temporary disability benefits is made directly from the plan administrator and may not coincide with the village's normal payroll cycle. In addition, the plan administrator is charged with the responsibility to investigate any injury for compensability under the Workers' Compensation Act, as well as monitoring the medical case management of treatment.

Although employees are entitled to seek the medical opinion and treatment by a physician of their choice, the plan administrator has authority to order additional medical examinations and evaluations by their providers. The plan administrator may accept the most credible medical opinion if more than one physician is involved or order additional examinations and evaluations to obtain a consenting medical opinion. Refusal to participate in an independent medical exam ordered by the plan administrator will result in a suspension of benefits. In the event an injury is found to be ineligible under Workers' Compensation, any lost time will be deducted from available sick time. If sick



time is exhausted, the employee may utilize other available paid time off. Any outstanding medical treatment and expenses will become the employee's responsibility. The village believes it is in everyone's best interest to return employees with work-related injuries to full or modified duty as soon as practical. Efforts will be made to accommodate work restrictions as determined by the physician(s), but the ability to accommodate will depend on the employee's restrictions and the business needs of the village. Light duty may be allowed where necessary and if meaningful work is available for which the employee is qualified to perform. This temporary, modified, or restricted duty assignment may include a modification of the employee's current position, reassignment to another position within the same or another department, or assignment to a temporary position, and will be determined by the needs of the village. Restricted duty assignments are temporary positions. Any restricted duty assignment will be regularly reviewed, and at the sole discretion of Human Resources and the department, renewed, modified, or eliminated based on identified restrictions and availability of meaningful work. Refusal of restricted duty will result in the suspension of Workers' Compensation benefits.

Falsification of a work-related injury is grounds for corrective action, up to and including termination.

NON-WORK-RELATED INJURIES OR ILLNESS

With respect to non-work-related injuries or illnesses, restricted or light duty assignments are intended for employees recovering from an appropriately documented medical condition or injury who have temporary work restrictions, and who are expected to return to unrestricted work. Assignment of light or restricted duty is not a right of employment. The availability of light or restricted duty assignments depends on the employee's restrictions and the business needs of the village. Light or restricted duty may be allowed where necessary and if meaningful work is available for which the employee is qualified to perform. If the employee can perform their regular job duties within the limitations established by a qualified and licensed professional provider, the employee will return to their regular duties and the provisions of this policy will not apply.

Light duty assignments are temporary assignments only, are not vacant or permanent positions within the village's workforce and are not available to employees on a permanent basis. Generally, if at any point an employee is medically determined to have permanent or indefinite work restrictions, the temporary light or restricted duty assignment will not be considered or continued. In that event, the village will review the employee's situation to determine the appropriate steps to be taken, if any, under the Americans with Disabilities Act, other applicable laws, and other relevant village policies.

An employee requesting light or restricted duty must present an official village Return to Work Status Report that has been completed by their treating physician or qualified and



licensed professional provider identifying their specific work restrictions, the expected duration of the restrictions, and verifying that the treating physician or qualified and licensed professional provider had been provided a copy of the employee's job description. In response to a request for a light or restricted duty assignment, the village will send the employee to a doctor selected by the village whenever the village determines that clarification or confirmation of the employee's work restrictions is needed. The village also may send an employee to a doctor selected by the village when the employee is being released from light duty to regular duty if the village determines that clarification or confirmation of the employee's release to regular duties is needed. These evaluations will be conducted at the village's expense.

The department director and Human Resources evaluates light or restricted duty requests on a case-by-case basis to determine whether or not a request may be accommodated. Light or restricted duty assignments will be regularly reviewed by Human Resources and the department, and if applicable, renewed, modified, or eliminated based on identified restrictions and availability of meaningful work. All of the village's decisions will be made in accordance with the Americans with Disabilities Act, other applicable laws, and other relevant village policies.

BUSINESS TRAVEL

The village has established an Administrative Protocol on Guidelines for Official Village Business Travel that provides for the rules governing the approval and reimbursement of expenses to employees who travel on village business.

PARKING

Each village facility has designated parking area(s). Employees are required to use the spaces provided. Violations of visitor and handicap parking are enforced by village ordinance. Parking on curbs or in non-designated areas is strictly prohibited, even if designated employee parking space is not available. These parking regulations are provided for resident and employee safety. The village assumes no responsibility for any damage or loss that results from the use of village parking areas by employees or the general public.

USE OF PERSONAL OR VILLAGE VEHICLES

Job duties may require an employee to use their personal vehicle, or a village owned or leased vehicle. The village will periodically audit the driving records of these employees for appropriate state issued licensure, citations, and renewals. For more information, see Administrative Protocol on Village Fleet and Personal Vehicles.



It is the responsibility of the employee to report to their immediate supervisor any medical condition which would inhibit any ability to properly operate a motor vehicle safely if so required by a position.

DRIVER'S LICENSE/PROFESSIONAL LICENSURE

Employees may be required to possess the appropriate state driver's license to operate a village vehicle or possess the necessary credentials and/or licensure required by the State of Illinois to perform the responsibilities of a position. If these privileges are revoked or suspended, an employee must immediately report this to the village and will be provided forty-five (45) days to recover their licensure. During this period, the employee may be reassigned to a position or duties that do not require this licensure at the discretion of the department director, and with final approval from the Village Manager. If a reassignment is not approved or offered, the employee will be placed on a special leave and be required to utilize available vacation, compensatory time, or personal hours for the duration of the period. If licensure is not regained at the end of the forty-five (45) day period, a determination will be made to terminate employment. The village will periodically audit employee's licensures to ensure compliance and any failure to immediately report any change may result in corrective action, up to and including termination.

Several positions in the village require certification, licensure, or a specific educational preparation as a required qualification. Where legally permissible, the department director may request the Village Manager to temporarily waive this requirement, with the written condition that the employee obtain the necessary credentials within a predetermined and appropriate period of time. If these conditions are not met by the employee, the department director may recommend to the Director of Human Resources and the Village Manager that the employee be transferred, demoted, or terminated.

SMOKING

Smoking is prohibited within any village facility or village owned or leased vehicle, as defined by state law or local ordinance. Smoking within fifteen (15) feet of a village building entrance is strictly prohibited. This includes the use of all tobacco products, including but not limited to chewing tobacco, and devices designed to look or appear as a cigarette that dispense vapor in lieu of smoke, such as electronic cigarettes.

BULLETIN BOARDS

The village provides bulletin boards to post legal and informational notices concerning village business, or information approved for distribution and in the interest of



employees. Employees are not permitted to use these posting boards for personal or business reasons. The village intranet site provides a platform to post items for sale or make personal announcements of general interest. Please reference the Village Social Network Platform and Solicitation and Distribution Sections of this manual, as well as Administrative Protocols on Use of Social Media and Guidelines for the Display of Printed Materials within Municipal Facilities for more information on the posting of items.

TRAINING PROGRAMS

The Schaumburg Institute for Professional Development (SIPD) provides training on various subjects and topics determined to be beneficial to employees in the performance of their responsibilities. All employees are required to complete Workplace Harassment and Discrimination training within six (6) months of hire and every year thereafter. Supervisors and managers are required to complete Workplace Harassment and Discrimination Training for Supervisors and Reasonable Suspicion and Substance Abuse Awareness in the Workplace within six (6) months of hire or promotion and every year for Harassment and Discrimination training and every three (3) years for Reasonable Suspicion and Substance Abuse Awareness training. Required courses are scheduled annually, and it is the responsibility of the employee and the department director to ensure training requirements are met.

The SIPD's training programs are developed and implemented to improve services to residents, achieve departmental objectives, and provide employees the opportunity to further their professional development. Complete program information regarding courses and program requirements may be obtained by accessing the learning plan in the Learning Management System.

CLOSING OF VILLAGE FACILITIES

The Village Manager has the ability to temporarily close or modify the hours of operation of any village facility. Should the Village Manager determine that, due to inclement weather or other safety related reason, it is in the best interest of the village, its employees, or the general public to temporarily close or modify the hours of operation of certain village facilities and departments, employees will be provided as much notice as practical. Employees will be required to use accrued benefit time (personal days, compensatory time, or vacation) to cover the hours not worked, make arrangements with their supervisor to make up the time missed, or to take the time as unpaid. In no case will sick time be allowed unless appropriate under the Sick Leave section of this manual.



III. EMPLOYEE RESPONSIBILITIES

Employees are a key resource not only to the village, but to the residents they serve. In order for any group to work together, certain rules and expectations need to be outlined to guide their actions and behaviors. It is the employee's responsibility to comply with these expectations.

EMPLOYEE PERSONAL INFORMATION

It is the responsibility of each employee to ensure that their current address, home phone number, emergency contact information, or other changes in personal information or licenses (e.g., driver's, job specific, etc.), are updated electronically in the village's systems and reported to their supervisor. It is also the responsibility of the employee to report any changes in dependent or marital status to Human Resources. Up to date information is necessary to ensure employees are provided with timely and important information regarding taxes, benefit changes, or other announcements, and may generate a change in other areas such as health care coverage, tax withholding, county of residence, life insurance beneficiary, and emergency notification information.

CONFIDENTIALITY

Information concerning the business and financial operations of the village is either routinely published or available to outside interests through the Freedom of Information Act (FOIA). Many times, however, employees come in contact with unique information of a confidential nature. Information concerning businesses, residents, or employees is considered confidential and should not be displayed to, or discussed with, anyone who does not have access to this information or a need to know.

Any inquiries by the media or press should be referred to the Village Manager, Director of Communications and Outreach, or the appropriate department staff in order to assure the proper spokesperson and that correct, factual, and consistent information is released. For more information, see Administrative Protocol on Contact with Elected Officials, Appointed Officials and the Media.

Any violation of this policy may result in corrective action, up to and including termination.

POLITICAL ACTIVITY

Employees have been hired by the village to serve all village residents equally. Political opinions or affiliations and those of any resident will in no way affect the level of service provided by the village. The reverse is also true concerning employee political opinions or affiliations, in that they will not have any effect on terms or conditions of employment.



In order to safeguard the neutrality of public service personnel and assure the unbiased position of the village and its employees, village systems, resources or work/duty time may not be used for political activities. Employees are also prohibited from the following activities:

- Using an official position or posing in an official capacity to influence or affect the results of an election, nomination for office or assist or appear to act in an official capacity on work or non-work time.
- To solicit, coerce, command, or advise an employee, resident, or other elected officials to pay, lend, or contribute anything of value to a party, agency or a person for political purposes while on work time or while in uniform during non-work time.
- Participate in political activities which assist, aid, or influence an election, campaign or nomination for office while on work time or while in uniform during non-work time.

The village has no intention of restricting an employee's constitutional rights to engage in political activity on their own time or when they act as a private citizen. During non-work time and while not in uniform, employees may, among other things:

- Express their own opinions on political issues and candidates.
- Actively take part in the management of political campaigns.
- Campaign for a candidate or assist a candidate in a campaign.
- Attend political rallies or campaign meetings.
- Transport voters to the polls for their convenience.
- Make voluntary contributions to a political party, candidate, or organization.

OUTSIDE EMPLOYMENT

As a municipal employee, employment outside the village could be problematic if it is construed to be in conflict with official village duties, or in conflict with state or federal regulations. In order to guard against a conflict situation for individual employees and the village, employees must request authorization to engage in any outside employment by completing an Outside Employment Request electronically. The request must be submitted to the department director and receive final approval by the Village Manager or their designee. The approved or unapproved request will be retained in the Outside Employment System, and it is the responsibility of the employee to update their request with any changes and resubmit annually for review and approval. This policy applies to any outside employment, whether occasional, part-time, temporary, or permanent for which an employee would receive money, goods, services, or other forms of compensation.



A request may not be approved if:

- It prevents an employee from satisfactorily completing the job duties required for their position with the village. Special attention shall be given to the number of outside employment hours, the nature of the duties performed, and any current performance deficiencies.
- It is of such a nature that it may be reasonably construed by the public to be an official act of the village or a department.
- It involves the use of village facilities, equipment, electronic devices, or supplies.
- It could be perceived by the general public that the work is a conflict of interest.
- It involves conduct which reason, morals, or common sense indicates to be wrong and not in the best interest of the village, its residents, or employees, or that is or could be detrimental to the village or the village's relationship with its customers, residents, or employees.
- It influences any enforcement or inspection functions of the village, involves any business with organizations related to the employee's official village duties, etc.
- It involves the use of official village information not available to the public.
- It is work that the employee would be expected to perform as a part of their regular duties for the village.
- The work could influence the exercise of impartial judgment on any matter coming before the employee in the course of their village job duties.
- The employee received or is about to receive a poor performance evaluation, is on a Performance Improvement Plan (PIP) In addition, outside employment will normally not be allowed during any period of approved leave for an employee's own serious medical condition, including any FMLA leave. Further, outside employment will normally not be allowed during any period of an approved leave of absence where paid leave is being granted.

The village expects any outside employment will not affect an employee's ability to perform their position, create a physical drain on their health, or otherwise leave them tired and fatigued. The village reserves the right to request that an employee terminate their outside employment should it be determined that said employment is negatively affecting their ability to perform the duties required of them.

If an employee sustains an injury arising from their outside employment, they will not be covered by the village's Workers' Compensation insurance. The Village Manager or their designee may deny a request for work that is particularly hazardous. Department directors may impose specific restrictions according to a position. In addition, should an employee choose to work within the village, they must ensure that they have secured the necessary certifications, licensing, and/or permits in accordance with Schaumburg Village Code prior to submitting a request for outside employment.



VILLAGE LOGO APPAREL

Village logo apparel is to be worn by village employees and elected officials only. Logo apparel may be worn while off-duty, or on-duty where a uniform is not required or where approval has been granted by the department director. Employees who wear these items either at work or off-duty must realize that they clearly represent the village. When discarding village logo apparel, it should be destroyed in lieu of being donated or given to non-village employees or organizations. Employees engaged in inappropriate activities or behavior while in logo apparel, on-duty or off-duty, could be subject to corrective action, up to and including termination. For additional information, see Administrative Protocol on Village Apparel Guidelines.

APPEARANCE AND DRESS

Village employees deliver services to the public in a respectful and professional manner. To project a professional image, it is the responsibility of each employee to report for work with a presentable appearance. Employees are expected to dress neatly and appropriately, and in a manner that reflects the nature of their work. This policy outlines the expectations regarding appearance and dress during working hours or at any time one is acting as a representative of the village and applies to all village employees. The department director will determine which of the following attire categories employees are required to follow based on their general and unique responsibilities. Uniformed village employees are required to meet standards of dress as required by their supervisor, department director, or their designee.

A. Definitions:

- Business attire: The appropriate professional business attire consists of dress pants, collared dress shirt, dress socks and dress shoes. Business attire may also include suits, blazers, sweaters, neckties, skirts, dresses of moderate length, and dress boots.
- Business Casual attire: In addition to the above-mentioned apparel, the appropriate casual business attire for employees consists of corduroy pants, khaki/twill pants, turtlenecks, mock turtlenecks, long or short sleeved polo/golf shirts and knit tops, dress pants (below the knee), casual dresses and skirts that are of moderate length, heeled dress sandals, and loafers are acceptable.
- Casual attire: Additional appropriate casual attire for employees consists of any blue jean/denim pants, and conservative athletic or walking shoes. Acceptable casual attire is determined by the department director, in accordance with general and unique responsibilities.



Inappropriate attire: Clothing items not permitted consist of any clothing that is torn, ripped or dirty in appearance; faded, worn, frayed, or rolled up denim jeans; clothing with any advertising, slogans, cartoon figures, pictures, or commentary, or any logo other than subtle clothing brand logo or the village logo; t-shirts* or sleeveless t-shirts; sweatpants, sweatshirts; overalls, all styles of shorts*, parachute pants, pajama/sleep pants, leggings, spandex or other form-fitting pants; flip-flops, slippers, beach shoes, athletic sandals; sports team apparel*; tie-dye, tank or midriff tops, revealing tops, sheer, see-through or mesh clothing; skirts (of inappropriate length), skorts; or bare shoulder and strapless shirts or dresses.

*May be allowed for certain village approved sponsored events.

B. Appearance:

- Revealing clothing is inappropriate.
- Clothing should be clean and wrinkle free.
- Tattoos, brands, body piercings, ear gauges and bars, and other body art shall not be visible during working hours or work-related functions. Earrings are permitted, except in work situations where the risk of injury may be increased. Employees may wear earrings, which are in keeping with a traditional professional business environment.
- Hats, visors, sunglasses are not appropriate in the office environment. Head covers that are related to religious practices or to honor cultural tradition are allowed.
- Perfumes or cologne should be used sparingly.
- Hair color should be natural in appearance.
- Facial hair should be well groomed and may not interfere with the use of personal protective equipment.
- Always observe proper rules of personal hygiene.

The Village Manager, department director, or their designee may prohibit or allow any attire due to special circumstances or activities that may be occurring on that given day.

An employee's religious beliefs, cultural practices, or medical conditions, as defined by applicable law, that require deviating from the standards as set forth will be considered on an individual basis. Please address these issues with a supervisor.

If clothing or personal hygiene fails to meet these standards, as determined by the department director or their designee, employees will be sent home and directed to return to work in professional attire. Employees will not be compensated for the time used to correct their attire. If violations of this section continue, progressive disciplinary action will be applied up to and including termination.



These guidelines are not intended to be all-inclusive but rather should help set the general parameters for appropriate professional attire. In all cases, employees should be well-groomed and professional, with attire that is clean and reflective of the village work environment. If uncertain about what is acceptable attire for work, please ask a supervisor or the department director.

CUSTOMER RELATIONS

Many employees have extensive contact with village customers, namely residents, businesses, and other employees. Remember that the one and only lasting impression of the village or a department may be formed by the way an employee performs their job or treats these customers.

Anyone who comes to the village for services deserves respect and courtesy. Employees may be approached by individuals with concerns many times in the course of employment. Be aware that this person may be anxious or upset. A smile, a courteous attitude, and the desire to listen and help the individual will go a long way to diffusing and solving the situation. If an employee cannot help the individual, they should assure them that they will assist in finding the right person to help them. Please remember that customer service is one of the core values, and all employees are expected to adhere to this philosophy.

ATTENDANCE

The efficient operation and success of the village and its departments is largely dependent upon the consistent and regular attendance of employees. The village recognizes that, on occasion, an employee may not be able to come to work or may need additional time before arrival. If an employee cannot report to work as scheduled, they must notify their supervisor as soon as practical. If an employee is unable to personally contact their supervisor, they should have someone do it for them. Individual departments may have specific guidelines for reporting absences or late arrivals. Employees must speak with their supervisors if unclear on this procedure. If an employee is absent without notice for three (3) consecutive workdays, they may be considered to have voluntarily abandoned their job and immediately terminated. For full-time employees, supervisors are required to notify Human Resources of any absence in excess of two (2) weeks for anything other than approved vacation, compensatory, personal, or sick time. For part-time employees, supervisors are required to notify Human Resources of any absence in excess of two (2) weeks or when monthly required hours are not fulfilled, for any reason.

Absences in excess of six (6) occurrences, or three (3) occurrences in the case of twenty-four (24) hour fire personnel, within a rolling twelve (12) month period will require that an official village Return to Work Status Report be completed by the treating



physician or qualified and licensed professional provider verifying an incapacity to report for work due to illness or other medical condition prior to any sick time being paid. For this purpose, an occurrence is defined as an uninterrupted, continuous absence from work. This requirement may be waived based on the attendance record of the employee, with the approval by both the department director and Director of Human Resources. Additionally, any occurrence lasting more than two (2) days may require that an official village Return to Work Status Report be completed by the treating physician or qualified and licensed professional provider prior to returning to work. The village reserves the right to request that an employee provide a physician's statement verifying their incapacity to report for work due to illness or other medical condition or an official village Return to Work Status Report at any time should it be suspected that an employee is misusing or abusing their sick leave benefit.

Should an employee's attendance level (i.e., absences or tardiness) become unacceptable, they may be subject to formal corrective action, up to and including termination. In addition, patterns of absenteeism such as before or after days off, holidays, or weekends, multiple day off patterns, use in excess of village or departmental averages, etc., may be grounds for identifying misuse or abuse and may subject an employee to formal corrective action, whether or not any established guidelines are exceeded. Those absences or late arrivals covered under the Family Medical Leave Act will not be grounds for corrective action under this policy.

ABSENCE FOLLOW-UP POLICY

The village cares about its employees and their wellbeing and believes it is in everyone's best interest to keep the lines of communication open during times of absence. In the event an employee reports absent and is unable to speak directly with department management, the employee's supervisor is required to contact the employee by phone during the shift of the absence. The purpose of this call is simply to check on the employee's well-being and ascertain the extent and possible duration of their absence. This procedure allows for the efficient planning of work schedules.

JOB SAFETY

Each department has the responsibility for establishing safety rules and regulations in accordance with the village-wide safety program and the Illinois Department of Labor. Departmental safety rules, regulations, and procedures are designed to ensure worker safety and reduce work related injuries and property damage. The village's safety program is outlined in the safety manual issued to all employees.

It is the responsibility of the employee to immediately report any accident, injury, or unsafe work conditions to their supervisor. It is the responsibility of the supervisor to report any accident, injury, or unsafe work conditions to the department director and



Human Resources, as well as investigate any work-related injury/accident and provide recommendations. The department safety committee and the village safety committee respectively review all accidents and make further recommendations if appropriate. The village safety committee will also have authority to coordinate departmental safety programs in accordance with the village's overall safety program.

The village takes its responsibility to provide a safe work environment very seriously. If an employee is found in violation of a safety rule or creating a safety hazard, they will be subject to corrective action, up to and including termination. If an employee has suggestions for enhancing safety in their department or elsewhere in the village, they should forward them to the village safety committee or their department safety committee for consideration.

OVERPAYMENTS/INDEBTEDNESS TO THE VILLAGE

All employees have a responsibility to check the accuracy of any payments made to them by the village. Employees need to ensure their compensation payments are correct. Just as the village feels an obligation to repay any shortages to employees, employees also assume responsibility to repay any overpayment or other form of debt to the village. Repayments will be made through payroll deductions on the same basis as the overpayment occurred, unless other arrangements are agreed to with the Finance Department and Human Resources.

WAGE ATTACHMENTS

The village must comply with any court ordered wage deduction. Excessive wage attachments could be cause for corrective action.

GRATUITIES

Employees are prohibited from receiving rewards, gifts, or any other compensation from individuals or organizations which is in violation of the Gift Ban Act under state statute. For more information, see Administrative Protocol on Employee Ethics and Gift Ban Obligations.

ELECTRONIC EQUIPMENT AND SYSTEMS

The village uses electronic communications and information technology equipment that, when properly used, support our activities, and enable us to better serve our citizens and constituents. While the village encourages the use of its systems, such use carries with it important responsibilities. Non-exempt employees are prohibited from using the



electronic systems for work outside their normal workday unless such work has been approved in advance.

Users of the village's electronic communications and information technology equipment and systems should have no expectation that any information created by, transmitted over, or stored on the village's systems is or will remain private. The village reserves the right to utilize any equipment or system for determining hours worked. These systems are owned and/or controlled by the village and are accessible at all times by the village without notice for maintenance, upgrades or any other business or lawful purposes. Use of passwords to gain access to the computer system or to secure particular files or messages does not imply that users have an expectation of privacy in any material created or received on the computer system.

Employees may be required to carry a cell phone or other electronic equipment as part of their job duties. These devices may be provided directly by the village, or the village may provide the employee with a stipend for the use of their personal device(s). Employees may also be given access to the village's computer systems. Please note that none of these systems, including the phone system, is confidential. Employees may use the electronic equipment and systems for reasonable personal use where it does not interfere with their work duties. The village reserves the right to monitor all electronic equipment and phone systems at any time and for any lawful reason. Any misuse, abuse or illegal use of these systems could result in corrective action, up to and including termination. It is the responsibility of the employee to read, understand, and comply with any related administrative protocols regarding electronic equipment. For more information, see Administrative Protocol on General Guidelines for Technology Systems.

Employees are not permitted to introduce unauthorized computer hardware or peripherals on to village networks. Electronic equipment is provided with the understanding that employees will make reasonable efforts to protect it. If equipment is damaged, lost, or stolen due to an employee's own negligence, they may be subject to corrective action, up to and including termination.

EMAIL SYSTEM

The village provides an email system to all employees that is intended for business purposes. Occasional personal use will be permitted where it does not interfere with job duties. The village has the right to review all email messages, internet usage, and all other data within its computer and technology systems. There should be no expectation of confidentiality or privacy, and there is no explicit or implied right to privacy when using these systems. Using the email system or other village technology to transmit material considered inappropriate for the workplace is prohibited.

The village reserves the right to access and disclose the contents of any employee's email or any other computer files with Village Manager approval. Such access may



occur, but is not limited to, circumstances where the village needs to investigate a possible violation of policy, investigate a breach of the computer or email system security, or respond to Freedom of Information Act (FOIA) requests, or for any other lawful reason. Any contents obtained under these guidelines may be disclosed without notice to or consent of the employee.

To maintain the security of the village's systems, employees should take all necessary precautions to limit the ability of others to access their computer anytime they will be away from their workstation. Employees are not permitted to allow others to access the system through their devices or logons unless specifically authorized by IT or the department director and must not attempt to access any village system without being granted prior authority. Employees will not be allowed use of the email system for distribution of information that could be offensive to the general public or other groups, or to send messages containing political advertisements, political requests or political opinions, or to send copies of any documents in violation of copyright laws. Any employee found to have engaged in unauthorized access or misuse of any village system may be subject to corrective action up to and including termination.

For more information on e-mail management and retention guidelines, see Administrative Protocol on Email Management and Retention Policies.

INTERNET

All access to the internet by village employees will be done in a professional manner and in compliance with all applicable laws and village policies. The internet will not be used for any illegal, unprofessional, or illicit purposes, e.g., intentionally accessing sites which include pornographic material, using the village's equipment in connection with secondary employment, etc. The village reserves the right to monitor all internet use. Any misuse, abuse or illegal use of the internet could result in corrective action, up to and including termination.

VILLAGE INTRANET

The village's intranet is provided to send and receive electronic messages, manage projects, post information, pictures, documents, and access various village applications and resources. The information must reflect a professional tone. The village reserves the right to monitor and delete information considered inappropriate for the workplace. For more information, see Administrative Protocol on Use of Social Media.



SOCIAL MEDIA POLICY

The village acknowledges that social media continues to be a relevant source for local government to communicate with its stakeholders. The village encourages the use of social media to further its goals and the missions of its departments where appropriate. Social media will also assist the village to deliver its core services. Employees should reference Administrative Protocol on Use of Social Media for the village's expectations of their use of Social Media, while on or off duty, and whether they identify themselves or use social networking anonymously or under a pseudonym. Any misapplication or violation of this policy may result in corrective action, up to and including termination.

TELEPHONES

The village provides telephones and cell phones for business use. Employees may use village issued telephones for reasonable personal use where it does not interfere with their work duties. If, in the opinion of a supervisor, this privilege is abused through excessive use or if it interferes with work duties, it may be withdrawn. Further, employees may be responsible for any resulting telephone charges. The village reserves the right to monitor phone calls, voice mail messages, text messages, photographs or other data transmitted or stored on any village owned telephone equipment at any time and for any lawful reason. It is the responsibility of the employee to follow all applicable laws and Administrative Protocols. For more information, see Administrative Protocol on General Guidelines for Technology Systems.

In addition, the village reserves the right to limit the use of personal electronic devices, e.g., cell phones, tablets, etc., while on paid work time should it be determined that this privilege is abused through excessive use, or if it interferes with an employee's or their co-workers' work duties.

ELECTRONIC RECORDING

Employees are prohibited from personally recording any meeting or conversation while conducting village business without the express written consent of the department director and the Director of Human Resources. Any violation of this policy may result in corrective action, up to and including termination and/or criminal prosecution.

SOLICITATION AND DISTRIBUTION

The posting of information related to goods and services for sale or distribution is only permitted on the designated page of the village's intranet site. Distribution or selling of merchandise by employees is not permitted on the employee's work time, in a work



area, or to working employees. Uniformed employees must receive approval from their department director and Village Manager to participate in charitable events while in village approved uniform attire. Further, any postings on village bulletin boards or any charitable solicitation on the village intranet must have prior approval from the Village Manager's Office.

Distribution of information and solicitation of co-workers by labor organizations or regarding union or representation issues is subject to the following requirements:

- Employees may engage in one-on-one verbal solicitation relevant to the organization and representation of co-workers in non-operational workplace locations during non-working time (e.g., during rest breaks, lunch periods, or reasonably close to the start or finish of work or duty time) as long as such discussions are welcome, do not interfere with the performance of work or disturb co-workers who desire to rest, and/or the general peace and security of the workplace.
- Employee distribution of flyers, newsletters, or other materials and hand-billing will be permitted on village property only in non-working areas during non-working time (as described above), and to the extent that such activities do not impact co-workers' rest, customer service, operations, or safety. The village may regulate the time, place, and manner of such activities to protect the peace and security of the workplace.
- Employees are not permitted to engage in union organizing activities at other co-workers' workplaces unless they would normally have access to the other workplace during their workday.



IV. OPPORTUNITIES FOR RECOGNITION

Several programs have been developed to recognize outstanding service by employees. The Village Manager may develop additional recognition programs from time to time dependent upon available budget and needs of the organization. More details about the various recognition programs may be found in the Administrative Protocol on Employee Recognition Programs.

According to IRS Publication 15-B bonuses, awards, and prizes received by employees should be included in income and are taxable. This applies to cash and cash equivalents awarded for service, recognition, or safety. It also includes goods or services which must be taxed at their fair market value. This tax requirement results in a slight decrease to pay within the pay period in which an employee received the gift card or soon thereafter.

HONORARIUM

The village would be honored to have an employee recognized professionally. If asked to present at a workshop, seminar, conference or any other type of presentation, an employee may be allowed on regular work time to make the presentation with prior approval from their department director, however, any honorarium must be donated to a charitable cause. Employees will be allowed to pick the charitable organization and donate the honorarium in their name.



V. WORKING RELATIONSHIPS

~~DIVERSITY, EQUITY, AND INCLUSION~~ WELCOMING AND INCLUSIVE WORKPLACE STATEMENT

The Village of Schaumburg is committed to providing an inclusive and welcoming work environment that ~~values diversity, equity, and inclusion~~ reflects humility, empathy, reflection, and open-mindedness. In doing so, the village upholds all regulatory requirements applicable to the work environment including equal employment, anti-harassment, and anti-discrimination. Respect for these laws and the village's commitment to providing a work environment where all employees feel supported, welcomed, and valued can be seen in village practices and policies on: recruitment and selection; compensation and benefits; professional development and training; employment actions; social and recreational programs; and in continuous development of a work environment that promotes this culture through:

- o respectful communication, collaboration, and cooperation among all employees; and
- o teamwork and employee participation, encouraging the representation of all groups and employee perspectives.

Employees are a valuable asset in the organization and provide essential services to the residents, visitors, and businesses of Schaumburg. Every employee should feel comfortable and encouraged to bring their own unique capabilities, experiences, and characteristics to their work in order to be productive, innovative and able to achieve their fullest potential. Employees should conduct themselves with professionalism that reflects inclusion in all aspects of their work and during village sponsored events. All employees will regularly participate in applicable training that enhances their knowledge, broadens their world view, and solidifies their commitment to ~~fulfill this our~~ organizational commitment to diversity, equity, and inclusion values.

Any organization needs a common ground of acceptable behavior to promote teamwork and ensure efficient operations. The village has established rules of conduct which everyone is equally responsible to follow. Along with the rules of conduct, a corrective action procedure has been established to ensure fair and consistent application of work rules.

WORKPLACE VIOLENCE

The village maintains a “zero tolerance” policy towards workplace violence. It is the intent of the village to provide a workplace which is free from intimidation, threats, retaliation, or violent acts. All village employees are expected to treat each other and their customers with courtesy, dignity, and respect.



Workplace violence is defined as any behavior, or threat of behavior, that endangers or threatens to endanger the safety of our employees, customers, the general public, and/or anyone who conducts business with the village and includes, but is not limited to harassment, threats, physical attack, or property damage. A threat is the expression of intent to cause physical or mental harm, regardless of whether the person communicating the threat has the present ability to carry out the threat and regardless of whether the threat is contingent, conditional, or future. Threats include, but are not limited to verbal threats, harassment, abuse, intimidation, carrying a weapon such as a gun, knife, or other instrument that is not used as part of the employee's job duties, and stalking, including nonverbal acts such as gestures and intimidation. Physical attack includes hitting, fighting, pushing, shoving, spitting, throwing objects or the use of weapons. Property damage includes vandalism, or any other intentional destruction of property owned by the village, employees, and those they serve.

The village strongly believes in providing a safe work environment and supports the prevention of workplace violence. Prevention efforts include, but are not limited to, informing employees of the village policy, training employees regarding the dangers of workplace violence, communicating the sanctions imposed for violating this policy, and providing a reporting hierarchy within which to report incidents of violence without fear of reprisal.

Any incident of workplace violence, whether the incident is committed by another employee or an individual such as a customer, vendor, or citizen, must be reported to the department director, Director of Human Resources, or the Village Manager's office for investigation and appropriate action. The department director will inform the Director of Human Resources of all reported incidents of workplace violence. In critical incidents in which serious threat or injury occurs, emergency responders such as police or fire personnel must be immediately notified.

The village expressly prohibits retaliation or harassment against any person who acts in good faith by reporting real or implied violent behavior, or against anyone who participates in an investigation into such allegations. To the extent practicable and the needs of the investigation permit, the village will keep complaints and the terms of their resolution confidential. We ask that employees keep all information relating to an investigation confidential, whether ongoing or post conclusion.

Any person who makes substantial threats, exhibits threatening behavior, or engages in violent acts during the course of their employment may be required to remain off village premises pending the outcome of an investigation. Any employee who has been determined to be in violation of this policy may be subject to corrective action, up to and including termination and/or criminal prosecution.

WEAPON FREE WORKPLACE

The village maintains a no tolerance weapon free workplace policy in order to maintain a



safe working environment for its employees and the general public. No full-time, part-time, or seasonal/temporary employee, volunteer, or anyone performing work on behalf of the village in the same capacity as an employee, may store, carry, transport, or otherwise possess a weapon at any time while on village property, in a village owned vehicle, in a privately owned vehicle while on work time, or while performing work of any kind for the village unless otherwise permitted by federal or state law. For the purposes of this policy, a weapon includes, but is not limited to, firearms of any kind (loaded or unloaded), Tasers or stun guns, knives, clubs or other blunt instruments, bows and arrows, brass knuckles, or any other instrument defined as a weapon pursuant to state statute, that is not used in the regular course of one's job duties. For more information, see the Weapon Free Workplace Administrative Protocol.

ORDERS OF PROTECTION

The village requires all employees to immediately notify the Director of Human Resources should they petition for or receive an Order of Protection. This information is necessary in order to determine any appropriate actions that may be needed to ensure a safe working environment for all employees.

CORRECTIVE ACTION PROCEDURE

The village adheres to a progressive corrective action procedure and strives to ensure consistency of application and fair treatment of employees. Work-related infractions, regardless of specific reason, will be treated with progressively more severe corrective action, up to and including termination from employment. However, employees may be subjected to any level of corrective action depending on the severity of the offense, regardless of their work status or record.

Formal corrective action which is documented and approved by the Director of Human Resources will be included in the employee's personnel file. The following is a brief description of the formal corrective action process:

- Oral Reprimand – Oral reprimands are the first step of the formal corrective action process. This step documents a serious discussion between the supervisor and employee. The supervisor will document the specific reasons for the corrective action and actions to be taken to correct the problem.
- Written Warning – A Written Warning is typically the final warning issued before a suspension is imposed. Under unusual or unique circumstances an employee may be issued more than one Written Warning in a twelve (12) month period (e.g., an employee has made great strides in correcting a problem or improving performance and the severity of the current offense would not justify a suspension).



- Suspension – Suspensions are time off without pay. Suspensions will be based on the normal full work shift of the employee and must be served concurrently and on scheduled workdays, unless approved by the Director of Human Resources.
- Termination – Termination from employment is issued where conduct or performance has not improved to a satisfactory level after counseling and formal corrective action, or where the circumstances and severity of the offense warrant termination for a first offense.

An Oral Reprimand or Written Warning must be reviewed and approved by the Director of Human Resources. Corrective action at the level of Suspension or Termination must receive prior approval from the Director of Human Resources and Village Manager. Employees in their trial period may be disciplined at any level, for any reason, up to and including termination. Any corrective action taken against a trial period employee must be reviewed by the Director of Human Resources for final approval.

Full-time and part-time employees may appeal formal corrective actions they believe were issued inappropriately or unfairly by utilizing the village's dispute resolution procedure, or as provided in an applicable collective bargaining agreement. Executive, temporary/seasonal, or trial period employees are not granted the privilege of using the dispute resolution procedure, however they are encouraged to discuss any corrective actions or problems with department management.

Depending on the circumstances, it may be appropriate to counsel an employee regarding performance deficiencies or conduct versus issuing formal corrective action. In those situations, if the counseling does not result in an improvement or the misconduct continues, formal corrective action may be taken to correct the problem. While records of counseling, performance (i.e., performance improvement plans, performance notes, etc.), and behavior do not constitute formal corrective action, these records may be used to support future corrective action.

The following list of unacceptable actions/behaviors has been developed and may serve as the basis for any level of discipline. While specific, this list is not intended to be all-inclusive. Any serious misconduct may result in corrective action, up to and including termination from employment, on the first offense.

1. Violations of the village's core values.
2. Poor work performance or inefficiency.
3. Unacceptable attendance (absence or tardiness), including unauthorized absence from the work area on a scheduled workday.
4. Any conduct inconsistent with good customer relations that is found offensive to the general public or other employees.
5. Threatening, intimidating, or coercing another employee.



6. Refusal to cooperate or provide truthful information during an officially sanctioned investigation.
7. Violation of the village's smoking or tobacco use policy.
8. Disregard for the established appearance standards, or for one's appearance regarding uniforms, dress, or personal hygiene.
9. Accepting gratuities from residents or vendors.
10. Inducing another employee to violate any rule of conduct.
11. Violations of any village policy, Administrative Protocol, or department rule, regulation, or Standard Operating Procedure (SOP).
12. Negligence in the performance of work duties, including careless or deliberate waste or damage of village property.
13. Failure to comply with established safety rules or deliberately creating an unsafe, unsanitary, or hazardous work situation.
14. Using village time for political activities or unauthorized solicitation or distribution of non-work-related information or materials by an employee during work hours.
15. Misuse, abuse, or unauthorized, improper, or illegal use of village electronic communication tools (e.g., telephones, radios, email, social media, etc.), and/or computer systems, programs, or equipment.
16. Failure to report the use of prescription drugs that may impair the employee's ability to perform work safely.
17. Failure to report an accident involving damage to village property or the property of others, or from which injuries to employees or to others have resulted, or failure to report an incident or situation that could result in injury to persons or damage to property.
18. Conviction of a criminal offense or violation of a village ordinance which inhibits the employee from performing their duties, reflects negatively on the image of good public service, or damages the credibility of the employee in the performance of their responsibilities.
19. Falsification or misrepresentation of records or information, including timesheets, emergency leave, bereavement leave, FMLA requests, Workers' Compensation, disability, or sick leave, medical and insurance forms, employment applications, purchase orders, employment records, and other documents and materials.
20. Insubordination - refusal or disregard for a supervisor's instructions.
21. Consumption, possession, manufacture, distribution, or being under the influence of alcohol, cannabis, illicit narcotics, or controlled substances, or legally prescribed drugs that are not being used as prescribed while on duty or upon reporting to duty.
22. Proven malingering while utilizing paid or unpaid benefit time.
23. Theft or attempted theft.



24. Unauthorized possession or removal, attempted possession or removal, or purposeful misplacement of any village property or property of employees, customers, or the general public.
25. Creating, contributing to, or failing to report workplace harassment of other employees.
26. Loafing or sleeping on the job.
27. Violating confidentiality expectations, or any unauthorized access, use, possession, or disclosure of any village proprietary or confidential information, records or property, including but not limited to business, customer, employee, or village resident's personal information.
28. Unauthorized possession of a weapon or harmful implement, such as a gun, knife, etc. while on scheduled duty.
29. Gambling or conducting games of chance on village time or on village property, including athletic event pools.
30. Refusal to comply with a request for drug screening or alcohol testing where reasonable suspicion exists or where required by collective bargaining agreement, or state or federal laws, or the failure of the employee to submit to treatment or follow up testing for alcohol or drug abuse after testing positively in random, post-accident, or reasonable suspicion testing.
31. Refusal to contact EAP in a timely manner following a mandatory referral, or failure to remain in compliance with the treatment as directed.
32. Working overtime or additional hours outside of an employee's normal schedule, if they are a non-exempt employee, without first having the overtime or additional hours authorized and pre-approved by the department director or their designee.
33. Failure of supervisory employees to adhere to or implement village policies (e.g., FMLA, restricted duty requirements, discrimination, and harassment policies, etc.)
34. Engaging in conduct, on duty or off, which reason, morals, or common sense indicate to be wrong and not in the best interest of the village, its residents, or employees, or that is or could be detrimental to the village or the village's relationship with its customers, residents, or employees.
35. Violations of other rules and policies not specified.

DISPUTE RESOLUTION PROCEDURE

It is village policy to provide employees with a dispute resolution procedure should they have a concern that the village has violated, misinterpreted, or misapplied any of the provisions of the Personnel Manual. This procedure has been established to provide employees with a method for discussing, processing, and peacefully resolving disputes without interruption in the operations of the village or threat of retaliation to employment. This procedure does not apply to executive, temporary/seasonal or trial period



-employees. Further, a policy or provision itself cannot be the subject of a dispute resolution under this procedure.

The following outlines the formal steps of the dispute resolution procedure:

1. Employees should first discuss the situation with their immediate supervisor as soon as possible, and the supervisor should be provided with a reasonable opportunity to investigate and respond. If an employee is unsatisfied with the supervisor's response or feels their concern has not been resolved, then;
2. They may present the concern to their department director. This should be done in writing using the Dispute Resolution Form (located on the Village Intranet), again, as soon as possible. The employee should give their department director, or their designee, a reasonable opportunity to conduct an investigation and respond in writing. If an employee is unsatisfied with the resolution or findings at this stage, then;
3. They may present the concern to the Village Manager. As before, this should be done in writing and as soon as possible. The Village Manager, or their designee, will then investigate and make the final decision, which will not be subject to further review.

Executive level employees are exempt from this process and should discuss any alleged violations, misinterpretation or misapplication of the personnel manual or village policy directly with the Village Manager.

NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY

It is the village's policy to maintain a work environment free from all forms of harassment and discrimination and to insist that all employees be treated with dignity, respect, and courtesy. It is a violation of village policy for any employee to harass or discriminate against another individual in the workplace based upon race, traits associated with race (including, but not limited to, hair texture and protective styles such as braids, locks, and twists), color, religion, sex, national origin, age, mental or physical disability, ancestry, sexual orientation, veteran status, military status, marital status, order of protection status, arrest record, pregnancy, family responsibilities, reproductive health decisions, or any other protected category as defined by applicable law. This policy forbids any employee, supervisor, manager, vendor, client, customer, or other person to discriminate against, harass, or retaliate against any employee or applicant of the village. Violations of this policy will be considered grounds for corrective action, up to and including immediate termination.

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The village is committed to providing equal employment opportunity to all qualified persons without regard to an individual's actual or perceived race, traits associated with



race, color, national origin, citizenship, ancestry, sex, sexual orientation, age, disability, genetic information or background, religious affiliation, marital status, military status, order of protection status, arrest record, pregnancy, family responsibilities, reproductive health decisions, or any other legally protected status.

REASONABLE ACCOMMODATIONS

The village supports the Americans with Disabilities Act of 1990, as amended, and other related statutes, and will attempt to provide reasonable accommodations for people with disabilities in the workplace unless such accommodations would present an undue hardship for the village. Reasonable accommodations apply to all applicants and employees and include hiring practices, job placement, training, pay practices, promotion and demotion policies, and layoff and termination procedures. Should a reasonable accommodation in the workplace be required, please contact Human Resources.

PREGNANCY AND LACTATION ACCOMMODATIONS

Employees may, based on the advice of their physician, request a reasonable workplace accommodation in connection with their own pregnancy, childbirth, related medical conditions, including recovery from childbirth. Employees who are breastfeeding an infant child can also request a workplace accommodation. A reasonable accommodation will be provided unless it would impose an undue hardship on the village's ordinary operations.

Reasonable accommodations for pregnancy may include job modifications such as additional bathroom breaks, water breaks, periodic rest breaks, assistance with manual labor, job restructuring, modified work schedules and temporary transfers to less-strenuous or less-hazardous work. Reasonable accommodations for employees who are breastfeeding their infant children include reasonable daily break time and a suitable room or other location with privacy, other than a toilet stall, in close proximity to the work area, for the employee to express breast milk for her infant child.

The village will provide reasonable breaks to accommodate an employee desiring to express breast milk for the employee's infant child, for one year after the child's birth. If possible, nursing mothers should take time to express breast milk during their regular meal and/or rest breaks. If the break time cannot run concurrently with the meal and/or rest breaks already provided to the employee, the employee should work with his or her supervisor regarding scheduling each time an employee has a need to express the milk for the duration needed to express milk. Employees should discuss with their supervisor or the Human Resources the location to express and store their breast milk and to make any other arrangements under this policy.



The village strictly prohibits discrimination against or harassment of employees because they are breastfeeding mothers and request or take breaks in accordance with this policy. The village will not tolerate any retaliation against any employee who makes a good-faith request for or uses an accommodation in accordance with this policy.

PROHIBITED CONDUCT

This policy prohibits harassment or other workplace discrimination based on an employee's or applicant's legally protected status. This includes conduct, whether verbal, physical, or visual, that denigrates or shows hostility or aversion toward an individual based upon that person's actual or perceived race, traits associated with race, color, national origin, citizenship, ancestry, sex, sexual orientation, age, disability, genetic information or background, religious affiliation, marital status, military status, order of protection status, arrest record, pregnancy, family responsibilities, reproductive health decisions, or any other legally protected status. The village will not tolerate harassing conduct that has the purpose or effect of interfering unreasonably with an individual's work performance, affecting an individual's tangible job benefits, or creating an intimidating, hostile, or offensive work environment.

The conduct forbidden by this policy specifically includes, but is not limited to:

- Epithets, slurs, negative stereotyping, or intimidating acts that are based on a person's protected status; and
- Written or graphic material circulated, available on the village's computer systems, or posted or distributed within the workplace that shows hostility toward a person or persons because of their protected status.

The village prohibits any such conduct in the workplace, and this policy prohibits harassment or other workplace discrimination based on an individual's protected status, even if it does not rise to the level of a legal violation.

SEXUAL HARASSMENT

Sexual harassment deserves special mention. Sexual harassment can take several forms. Sexual harassment includes any harassing conduct based on gender, gender identity, gender expression, or orientation, regardless of whether the conduct is sexual in nature. Any unwelcome conduct based on gender, gender identity, gender expression, or orientation is also forbidden by this policy regardless of whether the individual who engaged in the harassment and the individual being harassed are of the same or different genders, gender identities, or gender expressions.

Unwelcome sexual advances, requests for sexual favors, or other verbal, physical, or visual conduct based on sex or gender constitute sexual harassment when:



- 1) Submission to such conduct is made, either explicitly or implicitly, as a term or condition of an individual's employment;
- 2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- 3) Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Conduct commonly considered to be sexual harassment includes, but is not limited to:

- Verbal - Sexual innuendos, suggestive comments and jokes, unwelcome sexual advances or propositions, or statements about other employees, even outside their presence, of a sexual nature, suggesting or demanding sexual involvement of another employee whether or not such suggestions or demand is accompanied by implicit or explicit threats concerning one's employment status.
- Non-verbal - Suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls", "smacking", or "kissing" noises.
- Visual – Sexually explicit displays or publications anywhere in the village workplace by employees or others, including but not limited to emails, reading materials, posters, signs, pin-ups, slogans, or other materials of a sexual nature. Employees may not use any of the village's electronic systems or information technology tools to receive, send, distribute, or copy any such materials.
- Physical - Unwelcome touching, hugging, or kissing, pinching, brushing the body in a sexual manner, coerced sexual activity, or actual sexual assault.

RESPONSIBILITY OF EMPLOYEES

Each individual employee has the responsibility to refrain from prohibited discrimination or harassment in the workplace. It is important that employees be sensitive to other employees' feelings. What may seem innocent behavior or a joke may not be perceived the same way by another employee. Every employee is expected to avoid any behavior or conduct that could be interpreted as prohibited conduct under this policy.

REPORTING COMPLAINTS OF DISCRIMINATION OR HARASSMENT

If an employee experiences or witnesses any conduct believed to be inconsistent with this policy, the village expects the employee to immediately report the conduct to their department director or the Director of Human Resources. This policy does not require that the employee report the conduct to any individual who is engaging in the conduct. If the employee believes that any person to whom such a report should be directed is involved in or associated in any way with the alleged conduct, then the report should be directed



to another department director not involved in the conduct. Employees need not follow the chain of command to report a complaint or discuss offending behavior with the employee offender.

Any supervisor or manager who has knowledge of suspected prohibited conduct, or to whom a complaint has been made, must promptly report the conduct to the department director, Director of Human Resources, or the Village Manager.

Employees are encouraged to use the above complaint procedure to report and resolve their complaints of discrimination, harassment, or retaliation. However, all employees have the right to file formal charges with the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC). Employees who wish to contact the IDHR or EEOC directly should visit their websites. In addition, an appeal process is available through the Illinois Human Rights Commission (IHRC) after IDHR has completed its investigation of the complaint. Contact information can also be found on the labor law posters displayed at the employee's job location.

VILLAGE INVESTIGATION AND RESPONSE

All reports describing conduct that is inconsistent with this policy will be investigated promptly. The village may put reasonable interim measures in place, such as a leave of absence or a transfer, while the investigation takes place. Although complete confidentiality in investigating complaints and imposing any discipline cannot be guaranteed, the village will attempt to preserve confidentiality to the extent that the needs of the situation permit.

If an investigation reveals that a violation of this policy or other inappropriate conduct has occurred, then the village will take appropriate action, including corrective action up to and including immediate termination, as is appropriate under the circumstances, regardless of the job positions of the parties involved. The village may discipline an employee for any inappropriate conduct discovered in investigating reports made under this policy, regardless of whether the conduct amounts to a violation of law or even a violation of this policy. If the person who engaged in conduct that violates this policy is not employed by the village, then the village will take whatever corrective action is reasonable and appropriate under the circumstances.

If the complainant or the accused is not satisfied with the disposition of the village's investigation into a complaint, they may submit a written appeal to the Village Manager or designee, who will review the investigation and make a final decision. At the Village Manager's option, or designee's, further investigation may be conducted, if necessary, to reach a final decision.

It is critical in establishing a workplace free of harassment that an individual who experiences or witnesses an incident perceived as being harassing has access to a mechanism for reporting such incidents. At the same time, the purposes of this policy are



not furthered where a complaint is found to be false and frivolous and made to accomplish some other end than stopping harassment. A complaint that is determined to be false and frivolous can result in a severe level of discipline or termination. A false or frivolous complaint does not refer to complaints made in good faith that cannot be proven.

POLICY AGAINST RETALIATION

The village does not condone any form of retaliation against any employee for making a good-faith complaint of harassment; or for assisting or cooperating in an investigation of a complaint by someone else, whether internally or with an external agency; or for filing a charge of discrimination or harassment; or otherwise providing information in a proceeding, including in a court, administrative or legislative hearing, related to violations of discrimination or harassment laws. Examples of the types of retaliation that are prohibited include intimidation; discrimination; verbal or physical abuse; adverse actions with respect to pay, work assignments, and other terms of employment; termination of employment; or threats of any such actions. Any employee who feels they have been retaliated against should immediately notify any individual identified in the complaint procedure above.

Any questions concerning this policy should be directed to the Director of Human Resources. For more information, see Administrative Protocol on Office of Professional Standards.

CHAIN OF COMMAND

The village recognizes everyone's right to freedom of expression in matters of public concern. Matters that are merely personal should be addressed through the hierarchy of command, starting with an employee's immediate supervisor. The management and administration of the village have the responsibility to address issues or decisions that may affect personal aspects of employment, which, in many cases, can be resolved. The village also maintains a dispute resolution procedure to address concerns regarding the violation or misapplication of policy contained in the Personnel Manual. Should an employee disregard the chain of command and attempt to air their personal issues outside of village management and administration, they may be subject to corrective action, up to and including termination.

Issues of harassment, discrimination, workplace violence, or retaliation of any kind should be immediately reported to the department director, the Village Manager's Office, or Human Resources regardless of the chain of command.



WHISTLEBLOWER PROTECTION POLICY*

The Village of Schaumburg is committed to maintaining a work environment that is free of improper governmental activities including misconduct, inefficiency, and waste as well as a work environment that is free from retaliation against those who report, testify about, or participate in investigations regarding alleged improper governmental activities required by the Public Officer Prohibited Activities Act (50 ILCS 105/01. and 50 ILCS 105/4.1).

Examples of improper governmental activities include violation of state, federal or local law; abuse of authority, public trust, or expectations in the position; creating substantial and specific danger to public health and safety or engaging in a gross waste of public funds are prohibited. Governmental activity exercised or within the scope of the individual's official duties, e.g., approval of purchases for the police department, that conduct is not an improper governmental activity. See 50 ILCS 105/0.01 et. seq.

If a person covered by this policy feels that they have knowledge of improper governmental activities or has experienced retaliation based on the reporting of alleged improper governmental activities, they are to immediately report the act of retaliation to the Village Manager who is responsible for investigating complaints of misconduct, inefficiency, and governmental waste within the Village of Schaumburg. The Village Manager can be reached by phone at 847-923-4500 or Auditing.Official@schaumburg.com.

All reports identifying conduct that is inconsistent with this policy will be promptly and thoroughly investigated and, where appropriate, remedial measures will be taken.

Employment-related concerns should continue to be reported through normal channels such as an employee's supervisor or department director, Human Resources, or the Village Manager.

The Village of Schaumburg shall provide through the Learning Management System (LMS) a copy of this policy on an annual basis to each employee to ensure employees understand their rights and they will annually acknowledge receipt of the policy and the process in which they can report retaliation based on this policy.

**This represents a summary of the full Village of Schaumburg Whistleblower Protection Policy which can be found in its entirety in the Village Policy Manual.*



VI. PAID LEAVE PROGRAMS

SICK LEAVE

Sick leave benefit may only be used for an employee's own personal illness or for the follow-up treatment for a medical condition, unless otherwise specifically provided for in an applicable collective bargaining agreement or Benefits Handbook. Vacation, personal hours, non-paid hours, or compensatory time cannot be substituted for sick time if the employee has sick time available. In the event an employee exhausts all available sick time, the employee will be required to substitute other available paid time off.

Sick time is a privilege provided by the village and not a right, such as in the case of vacation or compensatory time. Payment of sick time may be withheld pending the submission of proof of illness in the form of a physician statement verifying illness for the dates that sick time is requested. If an employee is absent for more than two (2) consecutive workdays, an official village Return to Work Status Report may be mandatory upon return.

Depending on the nature and extent of an illness, an employee may be required to undergo an examination to establish that they can effectively perform the essential functions of their position in accordance with the Essential Functions Examination section of this manual.

Sick leave benefits may, on a limited basis and if provided for in an applicable collective bargaining agreement or Benefits Handbook, be used for an absence due to an illness, injury, or medical appointment of the employee's eligible immediate family member.

FAMILY MEDICAL LEAVE

Employees who have completed one (1) year of continuous service and have worked at least 1,250 hours in the previous twelve (12) months of employment may be granted a total of twelve (12) weeks of leave in a twelve (12) month period for their own serious health condition which prevents them from working, to care for their spouse, child (to age 18) or parent who has a serious health condition, to care for their child after birth or placement of a child for adoption or foster care placement, because of any qualifying exigency (as the Secretary of Labor shall determine) arising out of the fact that an employee's spouse, child, or parent is on active duty (or has been notified of an impending call or order to active duty) in the Armed Forces in support of a contingency operation. In cases of foreseeable leaves, the employee must request leave at least thirty (30) days in advance of the first day of leave or whenever practical. Employees should request leave via the Leave Request System. If the employee is unable to do this, a designated person within the department may do it for them. When the village



becomes aware that an employee has experienced an FMLA qualifying event, including those that qualify for Workers' Compensation, time off related to the event will be designated as FMLA, even if the employee has not requested it. In order to be granted leave, the employee must initiate a request and provide medical certification within fifteen (15) days for the employee's serious health condition or that of an eligible family member. A second or third medical opinion may be required by the village, at the village's expense, from a qualified and licensed medical professional(s) of its choice. The village may request medical re-certification every thirty (30) days. An official village Return to Work Status Report will be required prior to being allowed to work. The village reserves the right to transfer an employee to an interim position which best serves the needs of the village and accommodates any identified restrictions as indicated by the employee's physician.

Employees who are granted Family Medical Leave will be returned to the same or similar position, i.e., equivalent compensation, without loss of accrued benefits, or other employment terms at the completion of the leave. During the leave period, employees will be able to continue coverage under the village's health plans, i.e., health, dental, and vision, under the same conditions as when they were employed. Where an employee's contribution is required, the employee must continue to make monthly contributions either through payroll deductions or personal payment to continue coverage under this provision of the leave policy. The employee's ability to continue coverage under COBRA will not be infringed by this provision. In the event the employee fails to return to work, the village reserves the right to recover the full cost of the health plans the employee is enrolled in for the leave period, minus any employee contribution. If the employee fails to return on the date specified, they will be considered to have voluntarily terminated their employment with the village.

Employees must utilize any accrued vacation, compensatory, or personal time during the Family Medical Leave period prior to non-paid time being approved. Paid time off will run concurrently with Family Medical Leave. In cases involving the employee's own serious health condition or own pregnancy, available sick time must be utilized first. In cases involving the serious health condition of an eligible family member, an employee must use accrued vacation, personal time, or compensatory time prior to non-paid time being approved, or prior to using sick time if provided for in an applicable collective bargaining agreement or Benefits Handbook. In all other cases, i.e., adoption or foster child placement, an employee must use accrued vacation, personal time or compensatory time prior to non-paid time being approved. During periods of non-paid leave, the accrual of sick and vacation time will cease, and the period will be subtracted from the employee's total years of seniority for purposes of longevity pay or vacation accrual.

For more information, see Administrative Protocol on Family and Medical Leave/FMLA Administration.



MILITARY LEAVE

Leave Provided

Any employee who provides notice of and/or presents official orders requiring attendance for a period of training or other active military service as a member of the United States Armed Forces, including the National Guard, shall be given a leave of absence for the period required for such training or other active military service in accordance with Federal and State law. Employees will be required to provide a copy of military orders and any additional requested documentation to facilitate the proper administration of differential pay and benefits.

COMPENSATION

Employees who are members of a reserve component shall continue to receive their full Village compensation during their annual training commitment for up to 30 days per calendar year. Employees who exhaust their concurrent compensation for annual training may be eligible for differential compensation.

An employee on military leave will be eligible for continuing differential pay as authorized by law:

- An employee who is a member of a reserve component and performs qualifying voluntary active service is eligible for up to 30 workdays of differential compensation in a calendar year.
- An employee who is a member of a reserve component and is ordered to perform involuntary active service is eligible to receive additional differential compensation.
- Differential compensation is only paid for those workdays where the employee would otherwise have been scheduled to work. Work hours extending over two calendar days counts as two workdays when calculating differential compensation.

An employee may elect the use of accrued vacation, annual or similar leave with pay in lieu of differential compensation during any period of military leave or during any period of unpaid military leave.

Employer-provided health insurance plan benefits will be provided for members of a reserve component during leave in accordance with Federal and State law, and the village will continue to pay its share of the insurance premium and administrative costs during the employee's "active duty" as defined by Illinois law.



RETURN TO WORK

Unless the village's circumstances have changed to the extent that it would be impossible or unreasonable to provide reinstatement, eligible employees on military leave related to active military service, in addition to rights provided by federal law, shall, after timely notice of intent to return to work, be restored to a position with such seniority, status, and pay as such employee would have had but for the employee's absence for active military service or to a similar position of comparable seniority, status, and pay. If such employee is unable to perform the duties of such position due to a disability sustained during such active military service, then the employee shall be offered employment in another position that the employee is qualified to perform and that will provide the employee, to the greatest extent possible, with comparable seniority, status, and pay, if such a position exists. Employees returning from military service must make application for re-employment in a timely manner after being relieved from military service or from hospitalization continuing after termination for a period of not more than 1 year based on the following schedule of military service:

- a. Fewer than 31 days of service: Employee must return to work on the first full day of release, taking into account safe travel home, plus an 8-hour rest period;
- b. Between 31-180 days: Employee must submit application for reemployment within 14 days of release from service;
- c. More than 180 days: Employee must submit application for reemployment within 90 days of release.

VICTIM'S ECONOMIC SECURITY AND SAFETY ACT (VESSA)

Illinois statutes provide that employees who are victims of gender, sexual or domestic violence, or other crime of violence must be offered job protected leave. Leave may also be granted to an employee who has an eligible family member who is a victim of such acts. Eligible employees may be granted up to a maximum of twelve (12) weeks leave. Employees may elect either non-paid leave or use paid time off in the form of their accrued vacation, personal, or comp time during the leave. Employees may elect to use sick time if the leave time is necessary for the employee to recover from injuries or seek personal medical treatment. Other eligible reasons for leave include obtaining legal representation, participation in counseling, safety training, or to obtain victim services for the employee or their eligible family member.

Employees shall provide at least forty-eight (48) hours advance notice of their intention to take leave, except in cases where it is not practical to provide such notice. The village reserves the right to require documentation to substantiate the eligibility and need for the leave, such as documentation provided by a victim service, attorney, police report, court records, etc.

Employees who utilize VESSA leave will be restored to the same or equivalent position upon return. This leave is not intended to confer a right to leave beyond the twelve (12) weeks of leave available under the Family Medical Leave Act (FMLA).



WITNESS LEAVE

The village supports employees who witness a crime will be allowed time off from work for the purpose of responding to a subpoena to attend a criminal proceeding relating to that crime. Employees will also be allowed time off to provide information in connection with a domestic violence proceeding or to testify in such a proceeding.

Leave under this policy will be unpaid except that exempt employees will not incur any reduction in pay for a partial-week absence.

JURY DUTY

The village supports employees who are performing their civic responsibility by serving jury duty when called. Full-time employees will receive their normal compensation if required to perform jury duty during their normal work schedules. Employees are not eligible for travel expenses to perform jury duty, and any monies received from the court may be retained to cover these expenses. The employee must notify the village in advance of the first day of jury duty or whenever practical. Employees should request jury duty time via the Leave Request System. If the employee is unable to do this, a designated person within the department may do it for them. Any requests for jury duty must be forwarded to Human Resources for review and approval. Employees are required to provide proof of attendance in order to receive normal compensation while attending jury duty.

ELECTION JUDGE LEAVE

The village supports employees who have been appointed as an election judge will be allowed time off without pay to serve in that capacity. Employees must provide at least 20 days' written notice of the need for leave under this policy.

Leave under this policy will be unpaid, except that exempt employees will receive pay when required under applicable federal or state law.

SCHOOL VISITATION

If an employee finds it necessary to attend school conferences or academic or behavioral meetings for their dependent children, they are entitled to take available paid time off for a total of eight (8) hours each school year, with a maximum of four (4) hours per occurrence. Employees must utilize any accrued vacation, compensatory, or personal time during their absence prior to non-paid time being approved. Employees must also provide the village with a written request for leave at least seven (7) days in advance unless it is an emergency situation, in which case a twenty-four (24) hour notice to the supervisor is preferred but not required.



VOTING

The village encourages its employees to exercise their right to vote. If a work schedule does not allow an employee four (4) consecutive hours while the polls are open to vote, they may request up to two (2) hours of available paid time off from their supervisor. Employees must utilize any accrued vacation, compensatory, or personal time during their absence prior to non-paid time being approved.

ORGAN AND BONE MARROW DONATION LEAVE

All employees who have been employed for at least 180 days are eligible to take bone marrow and organ donation leave under this policy. Eligible employees may use bone marrow or organ donation leave all at once or intermittently. Leave taken under this policy will not run concurrently with FMLA leave provided by the village. Employees must use any of their available accrued but unused sick leave when taking bone marrow donation leave or organ donation leave. Once an employee's sick leave is exhausted, the employee must utilize all other forms of paid leave before entering a no pay status.

Employees must request leave under this policy through the Leave Request System and provide documentation to human resources. Requests for leave must be made as far in advance as possible, but no less than seven (7) calendar days before the leave is scheduled to begin. Requests must include a written verification stating that the employee is an organ or bone marrow donor and there is a medical necessity for the donation of the organ or bone marrow.

Any leave taken for the donation of an organ or bone marrow will not constitute a break in service for purposes of the employee's right to wage adjustments, sick leave, annual leave, or seniority. Leave provided under this policy may be taken in one or more periods.

Upon expiration of a leave of absence authorized by this policy, the village will restore the employee to the position held by the employee when the leave began or to a position with equivalent seniority status, employee benefits, pay, and other terms and conditions of employment. The village may decline to restore an employee because of reasons unrelated to the exercise of rights under this policy by the employee.

Bone Marrow Donation Leave

Eligible employees may take up to five business days of paid leave in a one-year period to donate bone marrow. Any employee requesting bone marrow donation leave must provide a written verification that the employee is a bone marrow donor and there is a medical necessity for the donation.

Organ Donation Leave

Eligible employees may take up to 30 business days of leave in a one-year period to serve as an organ donor. Any employee requesting organ donation leave must provide a written verification that the employee is an organ donor and there is a medical necessity for the donation.



Additional Organ Donation Leave

If these requirements are met, an employee who is an organ donor may take up to an additional 30 business days of unpaid leave in a one-year period for the purpose of donating an employee's organ to another person.

BLOOD DONATION LEAVE

Full time employees may request one (1) hour of paid time to donate blood if sufficient time off is not available to the employee during which to make the donation. Leave requests may be made every fifty-six (56) days or in accordance with appropriate and accepted medical standards.

BEREAVEMENT LEAVE

Full-time employees may be eligible for bereavement leave if provided for in an applicable collective bargaining agreement or the Benefits Handbook. Bereavement leave is intended to provide eligible employees with time off to attend services and/or make arrangements for the deceased, if time off is necessary. As a practice, leave may be granted from the day of death, up to and including the day after services. Intermittent use of bereavement leave may be approved on a case-by-case basis, up to 60 days after the date of the event if unique circumstances exist due to an extended delay in the holding of services.

All requests for bereavement leave must be processed through the leave request system for review and approval. Under no circumstances will previously approved paid or non-paid time off be converted to bereavement leave after the commencement of the paid or non-paid time off period.

In compliance with the Family Bereavement Leave Act, in the case of the death of an employee's child, step-child, spouse, domestic partner, sibling, parent, parent-in-law, grandchild, grandparent, stepparent; a miscarriage, stillbirth, or unsuccessful round of intrauterine insemination or assisted reproductive technology procedure; a failed adoption match or adoption that is not finalized because it is contested by another party; a failed surrogacy agreement; or a diagnosis that negatively impacts pregnancy or fertility, up to ten (10) days of unpaid bereavement leave will be available. In the event of a death of more than one eligible family member (child, step-child, spouse, domestic partner, sibling, parent, parent-in-law, grandchild, grandparent, or stepparent) in a 12-month period, an employee may be entitled to up to a total of six (6) weeks of unpaid leave during the 12-month period. If paid bereavement leave is provided for in an applicable collective bargaining agreement or the Benefits Handbook, it will be counted towards the 10-day limit. Any time not addressed as paid bereavement leave as provided for in an applicable collective bargaining agreement or the Benefits Handbook will be unpaid.



VII. EMPLOYEE BENEFIT PLANS

The village provides eligible employees with a comprehensive benefit package. If eligible, the village Benefit Plan allows employees to select benefit options for medical, dental, vision, and life insurance coverage, as well as flexible spending plans. The village reserves the right to make changes to these benefit plans at any time without prior notification. Open enrollment for most benefit plans is held annually.

The following is a brief description of benefits offered by the village. These descriptions in no way alter or modify the information contained in the official plan documents. In all cases, the official plan documents will rule in the administration of the program. For further information concerning any and all of these benefits, contact Human Resources or obtain a copy of the plan document (which can be found on the Benefits page on the Village Intranet).

MEDICAL INSURANCE

Employees may choose medical coverage from either the Preferred Provider Options (PPO) or coverage through a Health Maintenance Organization (HMO). Dependent coverage is available through either plan, subject to the provisions for each plan. Employees retiring by meeting the age and service requirements of their pension plan, mandatory retirement age for sworn personnel, or due to disability are entitled to continue medical insurance for themselves and their family by paying the full cost of the plan.

DENTAL INSURANCE

Dental care benefits may be provided to eligible employees and their eligible dependents through the village dental plans.

VISION INSURANCE

The village may provide a vision care plan for employees and their eligible dependents.

GROUP TERM LIFE / AD & D INSURANCE

Full-time employees may receive group term life and accidental death and dismemberment coverage insurance paid by the village. These employees may elect, under the Benefit Plan, to purchase additional personal coverage only, and pay the additional premiums with pre-tax dollars.



FLEXIBLE SPENDING PROGRAM

Salary conversion, and medical and dependent care flexible spending accounts (FSA) are components of the flexible spending program under Internal Revenue Service (IRS) Code, Section 125. Eligible employees who choose to participate are allowed to pay their contributions to these programs on a pre-tax basis and are allowed to participate in any of the plan components. However, participation is irrevocable throughout the plan year unless a qualifying event occurs, such as a change in marital status, birth, death, etc., during the plan year. The following is a brief description of each component:

- **Salary Conversion (Pre-tax Employee Contributions)** - Under the plan, employees are allowed to pay their contributions toward medical, dental, vision and eligible life insurance coverage with pre-tax dollars. These elections are made electronically each year during the open enrollment period. Any employee wishing to pay for insurance coverage with after-tax dollars should contact the Human Resources Department.
- **Medical Flexible Spending Account (FSA)** - Employees who elect to participate in this benefit may establish an account to fund qualifying medical expenses. Participating employees will have payroll deductions made on a pre-tax. Reimbursements from an FSA that are used to pay qualified medical expenses are not subject to payroll taxes.

Any tax liability that may be assessed by the IRS due to submission of ineligible expenses is the responsibility of the employee. Participation in this plan must be renewed each year and the annual limit you can contribute may not exceed the maximum contribution amount set by the IRS. All money left in this account is forfeited after the benefit period ends.

- **Dependent Care Flexible Spending Account (DCFSA)** - Employees who elect to participate in this benefit may establish an account to fund qualifying dependent care expenses. Qualifying expenses are for dependent care that enable employees and their spouses to work, such as after school care, day care, preschool (under some circumstances), elder care, etc. Participating employees will have payroll deductions made on a pre-tax basis. Reimbursements from a DCFSA that are used to pay qualified dependent care expenses are not subject to payroll taxes.

Any tax liability that may be assessed by the IRS due to submission of ineligible expenses is the responsibility of the employee. Participation in this plan must be renewed each year and the annual limit you can contribute may not exceed the maximum contribution amount set by the IRS.. All money left in this account is forfeited after the benefit period ends.

The above explanation is not intended to contradict the governing plan document in any way, nor is it a complete explanation of the Flexible Spending Program or its components. For further information contact Human Resources or obtain a Summary Plan Description.



PENSION

Village employees who qualify are required to participate in one of three pension plans: Police Pension, Fire Pension, or Illinois Municipal Retirement Fund (IMRF). Each plan has specific and unique rules regarding conditions of retirement and administration. All of these plans provide survivor/disability benefits and require contributions by both the employee and the village. Employees are encouraged to review and update their designation of beneficiary on a regular basis to ensure the information is current.

VOLUNTARY TERM LIFE / AD & D INSURANCE

The village provides full and part-time employees the opportunity to purchase life and accidental death and dismemberment (AD&D) insurance for themselves, their spouse, or their dependents. This benefit is entirely optional, and the employee is responsible for the full premium. To obtain more information contact Human Resources.

VOLUNTARY DISABILITY

The village offers several voluntary disability plans designed to assist in the event an employee is temporarily disabled, either at work or due to personal injury. After reviewing these plans an employee may decide to purchase voluntary disability coverage through one of these plans. To obtain more information contact Human Resources.

WORKERS' COMPENSATION

The village is required to provide Workers' Compensation coverage for all employees in accordance with the Illinois Workers' Compensation Act and Workers' Occupational Diseases Act. Coverage for qualifying medical expenses, disability, and death of a worker resulting from a work-related injury are provided by the village on a self-funded basis, using a third-party administrator.



VIII. EMPLOYEE SERVICES

The village makes available several services that provide a benefit or convenience as an employee of the village. These services are offered at no cost.

EMPLOYEE ASSISTANCE PROGRAM

The village makes available an Employee Assistance Program (EAP). EAP services are free to employees and their immediate household, (spouse, dependents, and anyone who is a permanent resident of the household), and is available to provide assistance with work and/or personal concerns. Issues will be assessed by the EAP counselors, and confidential counseling sessions may be held on the telephone, online, or at one of their local facilities. The EAP is equipped with a 24-hour toll free number that is staffed by trained counselors. An initial assessment will be completed over the phone, and in person, online, or telephone counseling sessions will be scheduled based on the needs and urgency of the situation. If it is clinically appropriate, an employee will be referred to an outside practitioner who specializes in the area of need. In addition to counseling services, the EAP offers legal, financial, and work-life services. Please contact Human Resources for more details about these services.

Most individuals access EAP services on their own for themselves or their dependents; however, occasionally a referral may come from a supervisor. Normally, supervisory referrals are made when a supervisor observes or becomes aware of an employee's behavior impacting job performance. If the supervisor becomes aware of off duty behavior or actions that call into question an employee's fitness for duty, the supervisor will contact the Human Resources Department immediately to determine if a formal referral to the EAP should be made. The supervisor makes the referral and reviews the employee's work performance issue with the EAP counselor; however, it is the responsibility of the employee to contact the EAP and set an initial assessment appointment. In order to guard an employee's right to confidentiality, supervisors will be informed only about attendance, compliance with treatment, and time needed off work (if necessary). In rare instances and based on the severity of the behavior or conduct impacting job performance, Human Resources may work directly with EAP to formulate a mandatory referral. Should a mandatory referral be made, the employee must contact EAP in a timely manner, and must maintain compliance with the treatment as directed by the EAP provider.

Any employee or family member who seeks assistance from the EAP is assured of confidentiality. Employees may, at their discretion, grant permission in writing that information can be released by the EAP to certain individuals, which may be revoked or



modified at any time. Otherwise, any information concerning assessment, treatment or referrals is strictly confidential and kept in accordance with regulations governing medical records and personal information. The only exceptions to the above are situations in which the EAP counselor believes the client is a danger to him or herself or others, there is suspected child or elder abuse, or when ordered by the courts to release information. The scope of EAP services, as well as confidentiality, is discussed with each EAP client, and is outlined in the Statement of Understanding given to clients at the first session.

PAYROLL SERVICES

The village provides several services through the payroll system to all employees. These programs are completely voluntary and the only responsibility the village assumes is to make payroll deductions and transfers. These are valuable services which allow employees to supplement the village's existing benefit plans in the areas of savings, retirement, disability, life insurance coverage and convenient banking services. Contact Human Resources for more information on these programs and services.

- **Direct Deposit** - With the employee's completion of a direct deposit authorization form, the village is able to deposit pay directly into the account(s) of choice for ease and convenience.
- **Deferred Compensation Plans** - The village makes available deferred compensation plans through several plan administrators. The administrators offer a variety of investment options. Contributions are made on a pre-tax basis. These plans are offered to enable employees to plan for and supplement their retirement. The village encourages employees to speak to a plan representative before enrolling in any of these programs.
- **College Savings Plan** - Employees are eligible to participate in IRS qualified Section 529 plans, through payroll deduction. Accounts are designed to save for personal or family member's college expenses, while providing several tax advantages. Family members include children, grandchildren, and nephew/nieces.

HEALTH SERVICES

The village's Nursing Division staff may be available to provide services to village employees that promote their physical well-being through wellness programs, equipment loans, and preventative health screenings. Employees who would like their blood pressure, heart rate, hemoglobin, or blood sugar checked may make an appointment with the Nursing Division.

TRANSIT BENEFITS PROGRAM

The village offers employees the opportunity to use tax-free dollars to pay out-of-pocket, work-related public commuting, and/or parking expenses. This benefit allows employees to lower their taxable income and increase disposable income. Employees may contact the Human Resources department for additional information.



HEALTHY U / EMPLOYEE WELLNESS

The Healthy U Committee was developed by the village to promote and provide opportunities for all employees to enhance and embrace their personal wellbeing. The Healthy U programs are designed around five essentials of wellbeing; career, social, community, financial, and physical wellbeing. Employees from all departments are invited to participate on the Healthy U Committee as Ambassadors to identify and plan for offerings and events that will promote each of the five essentials of wellbeing. Healthy U initiatives are designed and presented by the Ambassadors.

EEC / EMPLOYEE ENGAGEMENT COMMITTEE

The Employee Engagement Committee (EEC) was developed by the village to promote and provide opportunities for all employees to welcome, recognize, develop, and engage each other within the village work environment. The EEC programs are designed around the performance benchmarks and goals developed as the result of employee surveying on a triennial basis. Employees from all departments are invited to participate on the EEC as department representatives to help identify and plan for offerings and events that will support the goals of the committee that include enhanced engagement, recognition, professional development, interaction, collaboration, and belonging. EEC initiatives are designed and presented by the department representative(s) and committee.

VOICE/ VOCALIZE OUR INTERNATIONAL COMMUNITY EFFECTIVELY COMMITTEE

The Vocalize Our International Community Effectively (VOICE) Committee was established as part of our overall efforts to further embrace diversity, equity, and inclusion in our workplace culture. This committee is made up of volunteers across various departments and is taking a deeper dive into Village of Schaumburg language resources and language needs within the organization and the community. An ad-hoc committee of VOICE, called UNITE (Understanding our Neighbors Individuality Through Education) explores and researches different cultures, perspectives, traditions, and celebrations that are represented in the population of Schaumburg and provides cultural education and informational programming on these topics to the employees.

Village of Schaumburg Benefits Handbook

Applicable only to non-represented employees

Updated January 1, 20245

For questions about this document, contact Human Resources



VILLAGE OF SCHAUMBURG

PROGRESS THROUGH THOUGHTFUL PLANNING



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I. INTRODUCTION

The Village of Schaumburg (herein after referred to as the “village”) has developed a Benefits Handbook for non-represented employees as a supplement to the Personnel Manual to communicate the village’s policies and procedures for those additional benefits afforded to non-represented employees. Employees currently in a bargaining unit should refer to the applicable collective bargaining agreement for negotiated benefits as the associated benefits contained within this manual pertain only to non-represented employees. Non-represented employees are required to familiarize themselves and adhere to all sections of this handbook. All non-represented employees must acknowledge receipt of the Benefits Handbook. As with the Personnel Manual, this Benefits Handbook does not constitute a contract or agreement guaranteeing benefits and is subject to change at any time.



II. VILLAGE EMPLOYMENT

This section addresses additional policies, rules, and regulations governing many of the general terms and conditions that will be observed throughout employment on a daily and annual basis as a non-represented employee.

SENIORITY

Years of service are the basis on which employees generally accrue vacation and other benefits and is based on the employee's original hire date. An adjusted service date will determine the accrual of vacation and other benefits if an employee has a break in service or other qualifying event. Employees who move from a part-time to a full-time position after May 1, 2000, will be granted prorated seniority on a two-for-one basis, i.e., two (2) years of part-time service equals one (1) year of seniority. For part-time service to count, an employee must have worked over 1,000 hours in that year. Employees who moved from a part-time position to a full-time position prior to May 1, 2000, will not be eligible for this benefit. This adjusted service date will then be used for the accrual or calculation of benefits.

RE-EMPLOYMENT

In the event an employee terminates their employment with the village in good standing (e.g., not terminated for cause, provided required notice of separation, acceptable prior performance and behavior, etc.) as a full-time, non-union employee and is subsequently rehired into a full-time, non-union position, the employee may be eligible to restore previous full-time non-union service credit to their seniority for purposes of vacation accrual and service awards. In the event an employee terminates their employment with the village in good standing as a part-time, non-union employee and is subsequently rehired into a full-time, non-union position, the employee may be granted prorated seniority for purposes of service awards only, on a two for one year basis (i.e., two (2) years of part-time service equals one (1) year of full-time seniority) if they had worked more than 1,000 hours in those years. In order to be eligible for seniority reinstatement, employees must have at least five years of prior continuous full-time or part-time service in a non-union position, and any reinstatement of service credit will be done under the following terms and conditions:

- Eligible former non-union full-time or part-time employees who are subsequently rehired within ninety (90) days of their termination date may have their prior service credit restored immediately.
- Eligible former non-union full-time or part-time employees who are subsequently rehired ninety (90) days or more after their termination date may have their prior service credit restored after five (5) years of continuous re-employment in a full-time, non-union position.



- The Village Manager reserves the right to restore the service credit of any former employee as a condition of hire if it is determined to be in the best interest of the village.

The village may utilize numerous pre-employment screening components during the selection process. The pre-employment screening process may include pre-employment tests, interviews, physicals, drug tests, personnel file review, etc.

The Village Manager reserves the right to establish protocols which specifically govern the hiring of former village employees including for those who are eligible to receive pensions. For more information, see Administrative Protocol on Re-Employment Practice.

WORK SCHEDULE

Full-time employees are assigned to work either thirty-five (35) or forty (40) hours per week, depending upon the position and department. Due to operational demands, department directors may adjust an employee's work schedule as operational conditions require. Employees should refer to their immediate supervisor if there are questions.

Battalion Chiefs, a non-collectively bargained position appointed by the Fire Chief, are assigned to work 24-hour shifts. The normal work cycle for a 24-hour shift will be one 24-hour shift (one shift) followed by 48-hours off (two shifts). The normal work cycle for a 24-hour shift is 27 days. One day will be scheduled off every ninth workday with pay.

FLEXIBLE WORK SCHEDULES

Full-time employees may be eligible to participate in a flexible work week schedule. Participating employees, with the approval of their department director, will be scheduled to work their normal work schedule of thirty-five (35) or forty (40) hours in an abbreviated work week. Department directors have the responsibility to maintain adequate staffing during the designated hours of department operation, and consequently employees may be required to participate or change their scheduled workdays to assure an appropriate level of service. An employee's ability to participate in the flexible work schedule program will be at the village's discretion, and will be determined by factors such as the employee's work performance, attendance, etc.

In the event a holiday falls during a normal work week, employees participating in a flexible work week will be credited with either seven (7) or eight (8) hours of holiday time, depending on whether they are normally scheduled for a thirty-five (35) or forty (40) hour work week, regardless of the hours scheduled in the flexible work week. It may be necessary for employees participating in a flexible work week to work additional hours during the week in which the holiday is observed to account for the thirty-five (35) or forty (40) hour work week. Any modifications to employee's schedules need departmental approval.



LUNCH PERIOD

Unpaid lunch periods are normally established for one (1) hour. On occasion, these periods may be shortened to one-half (.50) hour or eliminated, with supervisory approval.

SEVERANCE PAY

Full-time employees who are involuntarily separated, i.e., not terminated for poor performance or misconduct, will be eligible to receive one month of severance pay for each full five (5) years of full-time service. For purposes of severance, the original hire date or adjusted service date calculating longevity, vacation, etc. will be used.

OBSERVANCE OF RELIGIOUS HOLIDAYS

Reasonable effort will be made to accommodate requests for time off on a recognized religious holiday not observed by village policy. Employees may use accrued vacation, personal time, or compensatory time. Unpaid time off will only be approved if vacation, personal time, and compensatory time is exhausted.



III. EMPLOYEE PAY PLAN

This section outlines the compensation plan for non-represented village employees.

DEVELOPMENT AND MAINTENANCE OF SALARY GRADES

Positions will be assigned to salary grades based on several factors including prevailing labor market wage rates, responsibilities, skills, qualifications, and economic considerations of the village.

The salary structure may be adjusted May 1st of each year at the discretion of the Village Board by a structure movement trend factor, in order to remain competitive with the market and consistent with the village's base compensation strategy. The Village Manager may periodically review grades and, when appropriate, recommend to the Village Board to adjust grades based on labor market considerations. The Village Board will have final approval of annual adjustments.

APPOINTMENT RATE

New hires will generally be offered a salary in the first quartile of the salary grade. New hire salaries will take into consideration the compensation of current employees in similar jobs in the village as well as the new employee's relevant education and experience. New hire compensation above the midpoint of the grade will require approval of the Director of Human Resources and the Village Manager or designee.

Employees hired prior to November 1st may be eligible for an increase at the end of the current fiscal year. Employees hired on or after November 1st may be eligible for a prorated increase based on the performance compensation matrix after completion of a six (6) month performance appraisal and again after completion of an annual performance appraisal at the end of the subsequent fiscal year.

ADDING NEW POSITIONS TO THE SALARY STRUCTURE

In order to achieve the goals and objectives of the organization, it is sometimes necessary to add new classifications or to modify the organizational structure. This often results in responsibilities being redistributed.

The evaluation of new positions for placement in the appropriate pay grade will be done at the beginning of the recruitment process. The Human Resources Department will conduct an evaluation process to determine where in the salary structure the new position should be placed. The process will include the development of a job description and the evaluation of the position using the village's formal job evaluation system.



RECLASSIFICATION

A reclassification is defined as a situation where the duties, responsibilities, and level of authority in the organization in a particular job change ~~by thirty percent (30%) or more, for a position.~~ Department directors may, at their discretion, request the Director of Human Resources to re-evaluate the classification of a position if, in their opinion, the job changes significantly impact ~~at least thirty percent (30%) of~~ the job's essential functions. Increases in the volume of work will not be considered for re-evaluation. The process for re-evaluating jobs will be consistent with the process for evaluating new jobs.

In the case of a reorganization or redistribution of duties and responsibilities, duties added to one job may be accompanied by a reduction in responsibilities to another job. Reclassifications and changes in grade assignments may be made both upward and downward, but must be reviewed, discussed, and approved by the Village Manager.

PAY FOR PERFORMANCE

Movement through the salary grade will be based on performance. Increases will be calculated based upon the budget, employee performance ratings, and the relationship between an employee's current compensation and the midpoint of the salary grade (compa-ratio). Each year the Human Resources Department will develop performance compensation matrices that will provide guidelines for determining employee performance increases based upon the budget allocated.

EMPLOYEES PAID OUTSIDE THE PAY GRADE

It is possible that an employee may be found to be paid below the minimum of a pay grade or above the maximum due to changes in market conditions. If an employee's pay rate is below the minimum of their pay grade, pay will be adjusted ~~up to the minimum~~ as soon as practical. If an employee's pay rate is above the maximum of their pay grade, their pay rate will be frozen until such time as market conditions increase the grade maximum above their current pay. Such adjustments will not affect the pay of those employees whose pay is within their grade, even if such action creates a pay compression issue with the non-adjusted employee(s).

PROMOTIONS

A promotion may normally be defined as an assignment to a position in a higher salary grade. If an employee is selected for a promotion to a non-supervisory position, the rate of pay will be assigned in the new grade at a rate of at least five (5) percent higher than their previous rate of pay. If an employee is selected for a promotion to a supervisory position, the rate of pay will be assigned in the new grade at a rate of at least eight and a half (8.5) percent higher than their previous rate of pay and at least two and a half (2.5) percent higher than the base pay rate of the highest paid direct report. Promoted employees will not be assigned at a rate of pay below the minimum or above the maximum of the new grade.



Employees who are promoted prior to November 1st may be eligible for an increase at the end of the current fiscal year. Employees who are promoted on or after November 1st may be eligible for a prorated increase based on the performance compensation matrix after completion of a six (6) month performance appraisal and again after completion of an annual performance appraisal at the end of the subsequent fiscal year.

DEMOTIONS

A demotion is defined as a non-voluntary assignment to a position in a lower salary grade. If an employee is demoted, their adjusted salary will not be less than the minimum or exceed the maximum of the new grade assignment, unless otherwise determined.

REASSIGNMENTS

Voluntary acceptance of a reassignment to a position having a lower assigned salary grade shall result in an employee's salary being set at a rate of pay within the new salary grade, providing it does not result in an increase in pay or does not exceed the maximum of the new assigned pay grade.

TRANSFERS

A transfer is defined as the movement of an employee from a position in one pay grade to a different position in the same pay grade. If an employee is transferred, they will retain the same rate of pay regardless if the transfer entails a change of departments or division.

EQUITY ADJUSTMENTS

From time to time, it may be necessary to adjust an employee's compensation in order to correct internal compensation inequities. Equity adjustments may be necessary in order to appropriately differentiate compensation between new hires and long-term employees, supervisors and subordinates, and/or similar situations.

Equity adjustments will be carefully evaluated for the impact on the employee, the supervisor, subordinates, and similarly classified positions. All equity adjustments must be approved by the Director of Human Resources and the Village Manager or designee.

OVERTIME

The village adheres to the requirements for overtime compensation under the Fair Labor Standards Act (FLSA). In accordance with these regulations, positions are classified as either exempt or non-exempt from eligibility for overtime. Actual hours worked in a work week must exceed forty (40) hours, exclusive of paid leave time, in order to be eligible for overtime. Any overtime worked must be approved in advance by the supervisor and/or department director. Please see the Exempt Employees and



Non-Exempt Employees sections of this Handbook for more information on eligibility.

Battalion Chiefs will be paid one and one-half (1 ½) times their regular straight-time hourly rate for all hours worked in excess of their regularly scheduled hours of work.

Foremen in Engineering and Public Works will be eligible to be paid overtime, inclusive of paid leave, for work performed over and above the normal work week in response to unplanned call-outs, which are approved by their department director. Foremen will not receive overtime compensation when required to attend meetings after hours or travel to training programs, workshops or seminars as outlined in the village's Travel Regulations. Any approved overtime work performed on a Sunday will be paid at two (2) times the Foreman's regular rate of pay.

OVERTIME HOLIDAY PAY

Approved overtime performed by non-exempt, full-time employees on a village observed holiday, and, where these days are not part of the employee's regular work week schedule, is eligible for holiday compensation. Holiday pay consists of compensation of two (2) times the base rate plus regular holiday pay. Part-time employees are not eligible for holiday pay unless they exceed forty (40) actual hours worked within the work week, exclusive of paid leave time.

Battalion Chiefs who are regularly scheduled to work on New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, or Christmas Day shall be compensated at the rate of time and a half (1 ½) rather than straight time for all hours worked on said holidays. The aforementioned holidays shall be the 24-hour period commencing at 8:00 a.m. on the date of the actual holiday as opposed to the day on which the holiday may be observed by the Village.

COMPENSATORY TIME

Employees who are eligible to receive overtime may choose, with approval from their supervisor and/or department director, to accrue compensatory time. Compensatory time is accrued on the same basis as overtime, i.e., one (1) hour of overtime equals one and one-half (1½) hours of compensatory time. Employees must use compensatory time in at least one-half (1/2) hour increments. Compensatory time cannot be carried over from one calendar year to the next, and the village maintains the right to establish maximum annual accruals. Any unused compensatory time will be liquidated and paid in a lump sum each December. In the event an employee is promoted, demoted, reassigned, or transferred to another department or position, any accrued compensatory time will be liquidated and paid in a lump sum on or after the effective date of the promotion, demotion, reassignment, or transfer.



ACTING PAY

The Village may temporarily assign an employee to perform the duties of another classification. An employee temporarily assigned to a position in a lower pay range shall receive their regular rate of pay. An employee temporarily assigned to a position in a higher pay range may receive five percent (5%) over the employee's current rate of pay when the temporary assignment exceeds five (5) consecutive workdays, and shall be retroactive to the first day of the assignment. This Article applies only in the case where the employee is temporarily assigned to perform the essential functions of another classification.

EXEMPT EMPLOYEES

Exempt employees are those who have met the criteria established by the Fair Labor Standards Act (FLSA) and are not eligible for overtime compensation. Exempt employees receive a weekly salary that covers all work performed in the week, including work in excess of their regular schedules. Involuntary reductions to weekly salaries for these employees may only be done in the event the employee exhausts all accrued paid leave and is absent for a full day(s), no work is performed in the work week, or a disciplinary suspension is issued through formal corrective action. Except as stipulated, an exempt employee's weekly salary will not be reduced in any week in which work is performed.

NON-EXEMPT EMPLOYEES

Non-exempt employees are those employees to whom the village is required to pay overtime compensation in accordance with the FLSA. All full-time, non-exempt employees* will be compensated at time and one-half (1 ½) for any hours worked in excess of forty (40) hours in a work week, exclusive of paid leave time. Part-time employees are eligible for overtime compensation only when they work in excess of forty (40) hours in a work week, exclusive of paid leave time. Overtime rates are calculated on an average hourly rate for annual base earnings received throughout the year, using 1,820 hours (35 hour work week) or 2,080 hours (40 hour work week). **Fire Battalion Chiefs are classified as non-exempt and eligible for overtime compensation when they work in excess of their regularly scheduled hours of work.*

Department directors have the authority to schedule employees for overtime as the workload of the department requires. The refusal of an employee to work overtime, without proof of personal hardship, is grounds for corrective action, up to and including termination. All overtime must be approved by the department director and/or designee and any unauthorized overtime can be grounds for corrective action, up to and including termination. Overtime will be distributed as equally as practical and reasonable among employees within a department to employees in a similar class of work, job classification, and on the same shift.



JOB DESCRIPTION APPEAL PROCESS

Since employee compensation is tied directly to the job description, employees have the opportunity to submit a formal appeal if they believe their job description is incorrect. Employees are not, however, able to appeal their compensation or the pay grade to which they are assigned.

Appeal decisions are based on the work currently assigned to the position not responsibilities that may occur in the future, and the qualifications required to perform the work assigned to the position. This decision will not compare one position to another position. The decision will not consider the qualifications an employee has that are not required for work in the position, employee performance, the volume of work, and salary or compensation.

- Step 1: Employees must submit a Job Description Appeal form to their immediate supervisor. A written explanation of request to appeal must include why the current job description is not accurate and what changes need to be included in the revised job description. The supervisor will forward the Job Description Appeal form and all supporting documentation along with their comments to the Department Director within ten (10) workdays. Upon receipt, the Department Director will review the appeal and provide a recommendation to Human Resources within fifteen (15) workdays.
- Step 2: Human Resources will review all information provided by the Department Director and respond in writing with a decision and explanation within thirty (30) days.
- Step 3: If the employee does not agree with the decision by Human Resources, they may submit their request to the Village Manager within ten (10) workdays of receipt of Human Resources' formal response. The Village Manager will review the documentation from Step 1 and Step 2 and provide a final decision. The final decision is binding.

LONGEVITY PAY

In recognition of length of service, the village will award all full-time employees hired before May 1, 2000, and any Fire Battalion Chief on the active payroll as of May 1, 2001, with continuous unbroken service, an annual bonus payment at increments of 5 years on the following schedule:



Upon completion of 5 years of service	\$ 450.00
Upon completion of 10 years of service	\$ 600.00
Upon completion of 15 years of service	\$ 900.00
Upon completion of 20 years of service	\$1,200.00
Upon completion of 25 years of service	\$1,500.00

Longevity pay is awarded without regard to the salary of the employee and will normally be paid separately in the last payroll of each November.

UNIFORM ALLOWANCE

Employees who are required to wear an approved village uniform will receive an annual lump sum allowance to purchase and/or maintain their uniforms. The department director may recommend changes to required uniform dress, with final approval by the Village Manager. Any monetary assistance to facilitate a change in uniforms will be at the Village Manager's discretion.

Fire Battalion Chiefs may continue to use the quartermaster system with respect to the provision of uniforms and related equipment. The Village shall provide an annual maintenance allowance which shall be paid on the first pay day in June of each year.

EXECUTIVE LEVEL VEHICLE ALLOWANCE

Executive level employees are assigned a village vehicle or provided an annual transportation allowance, at the discretion of the Village Manager. Please see Administrative Protocol on Village Fleet and Personal Vehicles for more information.

FLEXIBLE BENEFITS PURCHASE PROGRAM

The village offers a Flexible Benefits Purchase Program for certain executive employees as determined by the Village Manager. Eligible employees are granted an annual allowance for this program, subject to annual review and approval by the Village Manager and appropriation of funding by the Village Board. The benefits available for selection as part of the program are subject to Village Manager approval. The Village Manager has the sole right to eliminate and/or modify this program at any time.



IV. EMPLOYEE PAID LEAVE PROGRAMS

The village provides paid time off to many employees. This section sets forth the categories of paid time available and circumstances under which it is applicable. Any paid time off must be requested by utilizing the Leave Request System and must be approved by an employee's supervisor or their designee. The smallest increment of paid time reported cannot be less than thirty (30) minutes. Under certain categories, approval must be obtained from the Director of Human Resources and/or Village Manager. Non-paid time off is only allowable if an employee has exhausted other paid time off and must be approved by the department director and the Director of Human Resources. Under no circumstances will an employee be allowed to substitute non-paid time for available sick, vacation or personal time. These benefits are an important aspect of the overall employment package with the village. Any abuse, misuse, or misrepresentation of any time off benefit may result in a loss of benefits and/or corrective action, up to and including termination.

VACATION

Full-time employees are eligible to accrue vacation annually on the following basis:

	<u>35 Hour Work Week</u>	<u>40 Hour Work Week</u>
<i>1 through 4 years of service</i>	<i>70 hours</i>	<i>80 hours</i>
<i>5 through 9 years of service</i>	<i>105 hours</i>	<i>120 hours</i>
<i>10 through 14 years of service</i>	<i>140 hours</i>	<i>160 hours</i>
<i>15 years or more of service</i>	<i>175 hours</i>	<i>200 hours</i>

Fire Battalion Chief

Fire Battalion Chiefs assigned to 24-hour shifts are eligible to accrue vacation annually on the following basis:

	<i>Assigned to 24-Hour Shifts</i>
<i>1 through 4 years of service</i>	<i>5 shifts</i>
<i>5 through 9 years of service</i>	<i>8 shifts</i>
<i>10 through 14 years of service</i>	<i>10 shifts</i>
<i>15 years or more of service</i>	<i>13 shifts</i>



Employees will be allowed to accrue vacation to a maximum of three (3) times their annual accrual. Any accrual beyond this maximum will be forfeited. New employees will begin to accrue vacation upon hire.

Vacation scheduling is at the discretion of the department director or their designee. Normally, vacation requests should be submitted at least two (2) weeks prior to the requested time off and will be approved in the order in which they are received. In granting vacation requests, department directors or their designees may take into consideration activity levels of the department, current staffing, and operational needs. Vacation cannot be converted to another form of paid time off or to non-paid time once the vacation period has commenced.

~~Part-time employees hired prior to October 18, 1993, are eligible to accrue vacation on a prorated basis. Part-time employees hired or full-time employees who transferred to part-time positions after October 18, 1993, are not eligible for this benefit.~~

Executive level employees will accrue an additional 24 hours over and above the aforementioned schedule. Executive level employees are required to use at least half of their annual accrual each fiscal year but are provided the option to be paid for accrued vacation time in excess of two (2) years, so long as they are in good standing with the village (e.g., satisfactory performance, no excessive disciplinary record, etc.).

SICK LEAVE

Full-time employees on a thirty-five (35) hour work week schedule accrue sick leave at a rate of seven (7) hours per month, and those on a forty (40) hour work week schedule accrue sick leave at a rate of eight (8) hours per month. Employees on a thirty-five (35) hour schedule are allowed to accumulate a maximum of 1,820 hours of sick leave and those on a forty (40) hour schedule a maximum of 2,080 hours of sick leave. ~~Part-time employees hired prior to October 18, 1993, will accrue sick time on a prorated basis and are limited to one-half (½) the maximum accrual. Part-time employees hired, on or after October 18, 1993, are not eligible for this benefit. Full-time employees who transferred to a part-time position on or after October 18, 1993, are also not eligible for this benefit.~~

Battalion Chiefs assigned to 24-hour shifts shall accrue ten (10) hours of sick leave for each month that they are on the active payroll and such sick leave shall accumulate up to a maximum of 2,440 hours. Since the Village's payroll is based on an equalized pay system of 2,600 hours per year, employees assigned to 24-hour shifts will be charged sick leave at the rate of 20 hours for each full-time shift of sick leave taken rather than 24-hours.

To promote a culture of wellbeing, employees may use ~~up to four (4) hours of~~ sick leave ~~per year~~ for the employee's routine doctor visits not associated with a personal illness (e.g., routine check-ups, physical exams, etc.) that will not count as an occurrence under the village's Attendance Policy.



Sick leave benefits may also, ~~on a limited basis,~~ be used for an absence due to an illness, injury, or medical appointment of the employee's eligible family members, which are the employee's child, step-child, spouse, sibling, parent, parent-in-law, grandchild, grandparent, or stepparent. ~~Use of sick leave under these circumstances is limited to an annual maximum of one-half (½) of the employee's annual sick leave accrual unless otherwise approved by the Village Manager.~~ The use of sick leave, whether for an employee's own illness or injury or for an illness of an employee's eligible family member as provided for above will count as occurrences towards the village's attendance standards unless the absence is determined by the village to be covered under the Family Medical Leave Act.

Employees shall be required to provide a doctor's note substantiating their eligibility to use sick leave at the discretion of the department director, with consultation with the Director of Human Resources.

HOLIDAYS

Full-time employees, not assigned to 24-hour shifts, will be granted either seven (7) or eight (8) hours of holiday pay, depending upon their scheduled work week of thirty-five (35) or forty (40) hours, for the following holidays:

- | | |
|-------------------------|-----------------------------------|
| <i>New Year's Day</i> | <i>Thanksgiving Day</i> |
| <i>President's Day</i> | <i>Day Following Thanksgiving</i> |
| <i>Memorial Day</i> | <i>Christmas Eve</i> |
| <i>Independence Day</i> | <i>Christmas Day</i> |
| <i>Labor Day</i> | |

If a holiday falls on Sunday, it will be observed on Monday. If the holiday falls on Saturday, it will be observed the preceding Friday.

~~Part-time employees hired prior to October 18, 1993, will be credited with holiday hours equal to the hours they would have been scheduled to work on the day of observance. If the day of observance falls on a day of the week the employee is not normally scheduled, they will not receive any credit for holiday hours. Part-time employees hired, or full-time employees who transferred to part-time positions, on or after October 18, 1993, are not eligible for this benefit.~~

Part-time employees whose positions are assigned to work regularly-scheduled hours, will be granted four (4) hours of paid holiday time on the holidays listed above. If an eligible part-time employee is assigned to work on the day that the holiday is observed, the employee will be paid at their regular rate of pay. Eligible part-time employees will not receive overtime pay for hours worked on designated holidays unless their hours worked (exclusive of paid holiday time and any paid leave time) exceed 40 hours during the week. Temporary/seasonal employees and part-time employees whose positions pick their shifts are not eligible for paid holiday time.



PERSONAL TIME

On May 1st of each year, full-time employees on a thirty-five hour (35) work week schedule receive forty-two (42) hours of personal time, and those on a forty (40) hour work week schedule receive forty-eight (48) hours of personal time. Battalion Chiefs assigned to 24-hour shifts are not eligible for Personal Time. ~~Part-time employees, hired before October 18, 1993, will receive a prorated amount of hours based on their work schedule and hours worked. Part-time employees in this classification receive personal hours in lieu of the holiday time for Martin Luther King, Jr. Day, Good Friday, and Veterans Day if normally scheduled to work on the designated day. Full-time employees transferring to a part-time position will not be eligible for this benefit.~~

Part-time employees, whose positions are assigned to work regularly-scheduled hours, will receive 20 hours of personal time per fiscal year. Temporary/seasonal employees and part-time employees who work on an as-needed basis (i.e., those positions which pick their shifts and do not have a set schedule) are not eligible for personal time.

Newly hired full-time employees and eligible part-time employees will be granted one-twelfth (1/12) of the full allowance for each full month of service worked through April 30 during their first year of employment. Requests for personal time are subject to the same approval process utilized for vacation.

Personal time must be used by April 30th in the fiscal year it was received, or it will be forfeited. Additionally, personal hours will not be paid out upon separation.

LEAVE OF ABSENCE

Full-time employees who have been employed at least one (1) year may be granted a temporary leave of absence beyond the twelve (12) weeks allowed under the Family Medical Leave Act, or for other reasons, if determined to be in the best interest of the village. Any leave of absence not covered under the FMLA will only be granted for a pre-determined period of time and must be approved by the Director of Human Resources and Village Manager. Employees must utilize any accrued vacation, compensatory, personal time, or, if appropriate, sick leave, during their absence prior to non-paid time being approved. During periods of non-paid leave, the accrual of sick and vacation time will cease, and the period will be subtracted from the employee's total years of seniority for purposes of longevity pay or vacation accrual. If the employee does not return at the end of the pre-determined approved leave of absence period, they will be considered to have voluntarily terminated their employment with the village.

BEREAVEMENT LEAVE

Paid Leave

Full-time employees who are assigned to work either thirty-five (35) or forty (40) hours per week are eligible for up to three (3) paid days and Battalion Chiefs who are assigned to 24-hour shifts are eligible for up to two (2) paid days in the event of the death of an



~~immediate-eligible~~ family member, inclusive of parent, sibling, child, spouse, grandparent, great-grandparent, grandchild, stepparent, stepchild, or any relative living in the employee's household dependent upon them for care or any same relative of their spouse. Generally speaking, leave may be granted from the day of death, up to and including the day after services. In the rare instances where this criteria may not be applicable due to an extended delay in the holding of services, intermittent leave may be granted, but will not exceed three (3) days for full-time employees working thirty-five (35) or forty (40) hours per week employees or two (2) days for Battalion Chiefs assigned to 24-hour shifts. Under extenuating circumstances the period may be extended to five (5) working days with prior concurrence from the department director and with final approval from the Village Manager. Requests for bereavement leave must be processed through the leave request system for review and approval. Bereavement leave is intended to provide employees with time off to attend services and/or make arrangements for the deceased, if time off is needed. Under no circumstances will previously approved paid or non-paid time off be converted to bereavement leave after the commencement of the paid or non-paid time off period.

Unpaid Leave

In the case of the death of an employee's child, spouse, sibling, parent, parent-in-law, grandchild, grandparent, stepparent; in the event of a miscarriage or stillbirth, or unsuccessful round of intrauterine insemination or assisted reproductive technology procedure; a failed adoption match or adoption that is not finalized because it is contested by another party; a failed surrogacy agreement, or a diagnosis that negatively impacts pregnancy or fertility, up to ten (10) days of unpaid bereavement leave will be available for 60 days after the date on which the employee received notice of the event. Employees shall provide at least 48 hours of advance notice of the employee's intention to take bereavement leave, unless such notice is not reasonable and practicable. If paid bereavement leave is provided for it will be counted towards the 10-day limit. In the event of a death of more than one eligible family member (child, spouse, sibling, parent, parent-in-law, grandchild, grandparent, or stepparent) in a 12-month period, an employee may be entitled to up to a total of six (6) weeks of unpaid leave during the 12-month period.

The ~~v~~Village may require reasonable documentation of the event.

DONATED LEAVE PROGRAM

If an employee is expected to be absent for greater than thirty (30) days due to a personal illness or injury, and has exhausted all paid time off, other employees on a voluntary basis may donate vacation, personal time, or compensatory time. Under no circumstances may sick time be donated. The Human Resources Department has full administrative responsibility for this program.



V. EMPLOYEE BENEFIT PLANS

The village provides eligible employees with a comprehensive benefit package which allows them to select from a variety of different benefit options. Please see the Personnel Manual for more information on village-wide benefit offerings.

The following is a brief description of additional benefits offered by the village for non-represented employees. For further information concerning these benefits, contact Human Resources or obtain a copy of the plan document.

SICK TIME REIMBURSEMENT PLAN

Employees with at least twenty (20) years of service and hired prior to May 1, 2010

Accrued, unused sick leave will be forfeited at the time of retirement, separation or termination of employment unless an employee has accumulated a minimum of nine hundred (900) hours for fifty (50) hour work week employees, seven hundred twenty (720) hours for forty (40) hour work week employees or six hundred thirty (630) hours for thirty-five (35) hour work week employees of unused sick leave, has or will have as of the effective date of retirement, separation, or termination, at least twenty (20) years of service, has provided the village irrevocable written notice to retire at least ninety (90) days prior to the effective date of retirement, separation, or termination and was hired prior to May 1, 2010. The eligible employee will upon retirement, separation, or termination be paid for thirty-three and one-third percent (33 1/3%) of all accrued sick leave hours at their regular salary.

Employees with at least twenty-five (25) years of service and hired prior to May 1, 2010

Accrued, unused sick leave will be forfeited at the time of retirement, separation, or termination of employment, unless an employee has accumulated a minimum of one thousand (1000) hours of unused sick leave for fifty (50) hour work week employees, eight hundred (800) hours of unused sick leave for forty (40) hour work week employees and seven hundred (700) hours of unused sick leave for thirty-five (35) hour work week employees, has or will have as of the effective date of retirement, separation, or termination at least twenty-five (25) years of service and has given the village irrevocable written notice to retire at least ninety (90) days prior to the effective date of retirement, separation, or termination and was hired prior to May 1, 2010. The eligible employee will upon retirement, separation, or termination be paid for fifty percent (50%) of all accrued sick leave hours at their regular salary.

Notwithstanding the foregoing irrevocable notice provisions, the Village Manager may permit an employee to withdraw an irrevocable notice to retire based on substantially changed circumstances arising after the employee submitted their irrevocable notice to retire. Moreover, the Village Manager may reduce the ninety (90) day notice period as specified above if the Village Manager determines it is in the best interest of the village.



The amount attributable to unused sick leave in accordance with the above provisions shall be deposited on a pre-tax basis at the time of the employee's retirement in the employee's VEBA Health Reimbursement Account (HRA) for use by the employee for purposes specified in the village's VEBA HRA plan document, including but not necessarily limited to payment for continued coverage under the village's medical insurance program and for unreimbursed medical expenses approved by the IRS for a VEBA HRA.

In the event of death of an active employee who otherwise would be eligible under this provision, a lump sum payment will be paid to the employee's VEBA HRA and disbursed as provided by the plan document.

TUITION REIMBURSEMENT

After one (1) year of employment, the tuition reimbursement Undergraduate Program is available to full-time employees who maintain at least a Fully Meets Expectations performance appraisal rating. To be eligible for reimbursement, employees must be enrolled in a course that is required in order to obtain an undergraduate degree and receive final approval from the Human Resources Department prior to the start of the program. Approved undergraduate degree programs must be required or directly related to the employee's current position or a future promotional opportunity requiring an undergraduate degree. Certain expenses toward successfully completing a College Level Examination Program (CLEP) are eligible for reimbursement. Documentation of awarded credits and eligible expenses must be attached to the request. The maximum schedule for reimbursement per year applies to these expenses. Any employee who accepts undergraduate tuition reimbursement does so with the understanding that they assume a responsibility of two (2) years of service from the date of the reimbursement. In the event the employee voluntarily terminates prior to the completion of the required two (2) years of post-reimbursement service, the total amount of reimbursements paid to the employee becomes due and payable from the employee.

After one (1) year of employment, the tuition reimbursement Graduate Program is available to full-time employees who are participating in the village's formal Succession Plan and maintain at least a Fully Meets Expectations performance appraisal rating. To be eligible for reimbursement, employees must be enrolled in a course that is required in order to obtain a Masters' degree and receive final approval from the Human Resources Department prior to the start of the program. Approved graduate degree programs must be required and directly related to a future promotional opportunity. Any employee who accepts graduate tuition reimbursement does so with the understanding that they assume a responsibility of three (3) years of service from the date of the reimbursement. In the event the employee voluntarily terminates prior to the completion of the required three (3) years of post-reimbursement service, the total amount of reimbursements paid to the employee becomes due and payable from the employee.

For both undergraduate and graduate programs, only courses taken at an accredited state or private college/university creditable towards an approved degree program will



be eligible for reimbursement. Reimbursement requests must be made by completing a Tuition Reimbursement Request. Please note, employees already possessing degrees will not be approved for a second degree in the same category. If approved, reimbursement will be provided within ninety (90) days of proof of satisfactory completion (grade of "B" or better) and proof of payment or approved deferred payment for tuition which will be required prior to any reimbursement. The maximum schedule for reimbursement per year will be set annually in accordance with the average tuition charged by Illinois State University, Northern Illinois University, and the University of Illinois at Champaign-Urbana. The program covers the cost of tuition only. Actual bill with cost breakdown must be attached to the request for reimbursement. Administrative fees, library fees, lab fees, cost of books, book rental, etc. are not eligible for reimbursement. The acceptance of reimbursement by the employee acknowledges that they have not received payment from any other financial assistance program. If other financial assistance is available to the employee, the village will reimburse only the remaining eligible expense. Tuition reimbursement provided by an employer greater than \$5,250 annually is considered compensable income and taxable according to IRS regulations - Section 127. Reimbursements can only be made as available budgeted funds allow.