

Expense Budget Worksheet Report

Budget Year 2022

Account	Account Description	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Department Request	2022 Board Approved
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Fund **100 - General Fund**
 Department **10 - Executive**
 Division **00 - Non-Division**

Professional Development

52.08	Prof Devel Dues	14,709.20	12,754.20	14,751.20	15,616.20	15,731.20	15,786.00	15,786.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>				
Algonquin-Lake in the Hills Chamber of Commerce		1.00	365.00	365.00
Chicago Metropolitan Agency for Planning		1.00	1,085.00	1,085.00
Illinois Municipal Clerks		2.00	75.00	150.00
Illinois Municipal League		1.00	2,000.00	2,000.00
McHenry County Convention and Visitors Bureau		1.00	500.00	500.00
McHenry County Council of Governments		1.00	8,381.00	8,381.00
McHenry County Economic Development Council		1.00	1,500.00	1,500.00
McHenry County Historical Society		1.00	500.00	500.00
Metropolitan Mayors Caucus		1.00	1,305.00	1,305.00
				\$15,786.00

<i>Professional Development Totals</i>	\$14,709.20	\$12,754.20	\$14,751.20	\$15,616.20	\$15,731.20	\$15,786.00	\$15,786.00
Division 00 - Non-Division Totals	\$14,709.20	\$12,754.20	\$14,751.20	\$15,616.20	\$15,731.20	\$15,786.00	\$15,786.00
Department 10 - Executive Totals	\$14,709.20	\$12,754.20	\$14,751.20	\$15,616.20	\$15,731.20	\$15,786.00	\$15,786.00

Department **12 - Village Administration**
 Division **00 - Non-Division**

Professional Development

52.08	Prof Devel Dues	3,435.00	3,007.70	4,128.45	4,261.93	4,307.46	4,545.00	4,545.00
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Comments	FY22 budget is higher due to a change in how dues are calculated for SHRM.
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>				
3CMA - ASM		1.00	400.00	400.00
Illinois City/County Management Association - AVA		1.00	255.00	255.00
Illinois City/County Management Association - VA		1.00	430.00	430.00
International City/County Management Assoc. - AVA		1.00	945.00	945.00

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Fund **100 - General Fund**
 Department **12 - Village Administration**
 Division **00 - Non-Division**

Professional Development

International City/County Mgmt. Assoc. - VA	1.00	1,435.00	1,435.00
IPELRA - HR Manager	1.00	240.00	240.00
National SHRM Membership - 2 HR staff	2.00	230.00	460.00
Stateline SHRM Membership - 2 HR staff	2.00	190.00	380.00
			\$4,545.00

<i>Professional Development Totals</i>	\$3,435.00	\$3,007.70	\$4,128.45	\$4,261.93	\$4,307.46	\$4,545.00	\$4,545.00
Division 00 - Non-Division Totals	\$3,435.00	\$3,007.70	\$4,128.45	\$4,261.93	\$4,307.46	\$4,545.00	\$4,545.00
Department 12 - Village Administration Totals	\$3,435.00	\$3,007.70	\$4,128.45	\$4,261.93	\$4,307.46	\$4,545.00	\$4,545.00

Department **14 - Community Development**
 Division **00 - Non-Division**

Professional Development

52.08	Prof Devel Dues	1,443.50	1,264.00	.00	.00	1,870.00	2,500.00	2,500.00
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Comments

FY21 Estimated expenses higher than budget due to AICP dues for Community Development Director, International Council of Shopping Center dues, and Illinois Economic Development Association for ED purposes.
 FY22 Budget higher than FY21 budget due to AICP dues and due to ED Coordinator APA dues

Budget Transactions

<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
American Institute of Architects, Asst. Director	1.00	770.00	770.00
American Planning Association - Director	1.00	750.00	750.00
American Planning Association- ED Coordinator	1.00	450.00	450.00
ICSC Annual Dues	1.00	120.00	120.00
International Code Council, Inspectors and Asst. Director	1.00	135.00	135.00
McHenry County EDC	1.00	275.00	275.00
			\$2,500.00

<i>Professional Development Totals</i>	\$1,443.50	\$1,264.00	\$0.00	\$0.00	\$1,870.00	\$2,500.00	\$2,500.00
Division 00 - Non-Division Totals	\$1,443.50	\$1,264.00	\$0.00	\$0.00	\$1,870.00	\$2,500.00	\$2,500.00
Department 14 - Community Development Totals	\$1,443.50	\$1,264.00	\$0.00	\$0.00	\$1,870.00	\$2,500.00	\$2,500.00

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Budget Year 2022

Account	Account Description	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Department Request	2022 Board Approved
Fund	100 - General Fund							
	Department 16 - Finance							
	Division 00 - Non-Division							

Professional Development

52.08	Prof Devel Dues	994.00	998.60	1,029.00	954.00	1,672.03	2,740.00	2,740.00
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Comments
 FY21 estimate greater than budget due to addition of AICPA and Illinois CPA Society dues.
 FY22 request higher than FY21 estimate due to addition of Institute of Finance & Management membership for accounts payable.

Budget Transactions

<i>Transaction</i>	<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
American Institute of Certified Public Accountants (FD)	1.00	440.00	440.00
American Payroll Assoc. Subscription (Payroll Coordinator)	1.00	300.00	300.00
Government Finance Officers Assoc. Subscription (AFD & FD)	2.00	187.50	375.00
IL Government Finance Officers Assoc. Subscription (AFD & FD)	2.00	200.00	400.00
Illinois Certified Public Accountant Society (FD)	1.00	355.00	355.00
Institute of Finance & Management (Accounts Payable)	1.00	720.00	720.00
Intl Code Council Permit Tech Subscription (Admin Specialist)	1.00	150.00	150.00
			\$2,740.00

<i>Professional Development Totals</i>	\$994.00	\$998.60	\$1,029.00	\$954.00	\$1,672.03	\$2,740.00	\$2,740.00
Division 00 - Non-Division Totals	\$994.00	\$998.60	\$1,029.00	\$954.00	\$1,672.03	\$2,740.00	\$2,740.00
Department 16 - Finance Totals	\$994.00	\$998.60	\$1,029.00	\$954.00	\$1,672.03	\$2,740.00	\$2,740.00

Department **18 - Community Services**
 Division **50 - Parks & Recreation**

Professional Development

52.08	Prof Devel Dues	.00	.00	55,503.98	56,207.50	.00	.00	.00
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<i>Professional Development Totals</i>	\$0.00	\$0.00	\$55,503.98	\$56,207.50	\$0.00	\$0.00	\$0.00
Division 50 - Parks & Recreation Totals	\$0.00	\$0.00	\$55,503.98	\$56,207.50	\$0.00	\$0.00	\$0.00

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Budget Year 2022

Account	Account Description	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Department Request	2022 Board Approved
Fund	100 - General Fund							
	Department 18 - Community Services							
	Division 52 - Community Development							
	Professional Development							
52.08	Prof Devel Dues	.00	.00	1,227.50	1,262.50	.00	.00	.00
	<i>Professional Development Totals</i>	\$0.00	\$0.00	\$1,227.50	\$1,262.50	\$0.00	\$0.00	\$0.00
	Division 52 - Community Development Totals	\$0.00	\$0.00	\$1,227.50	\$1,262.50	\$0.00	\$0.00	\$0.00
	Department 18 - Community Services Totals	\$0.00	\$0.00	\$56,731.48	\$57,470.00	\$0.00	\$0.00	\$0.00
	Department 20 - Police							
	Division 10 - Administration							
	Professional Development							
52.08	Prof Devel Dues	1,491.98	1,355.00	1,395.00	1,725.00	1,660.00	1,750.00	1,750.00
	Comments	FY22 budget request is greater than FY21 budget due to the addition of the Beverage Alcohol Sellers and Servers Education and Training license.						
	Budget Transactions							
	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BASSET License					1.00	300.00	300.00
	FBI National Academy Associates					1.00	115.00	115.00
	IL Law Enforcement Administrative Professionals - Admin. Asst.					1.00	50.00	50.00
	Illinois Assoc. of Chiefs of Police - Chief					1.00	265.00	265.00
	Illinois Assoc. of Chiefs of Police - Deputy Chiefs					2.00	115.00	230.00
	International Assoc. of Chiefs of Police					1.00	190.00	190.00
	McHenry County Chiefs of Police					3.00	50.00	150.00
	Northwest Police Academy					1.00	75.00	75.00
	Police Commission					1.00	375.00	375.00
								\$1,750.00
	<i>Professional Development Totals</i>	\$1,491.98	\$1,355.00	\$1,395.00	\$1,725.00	\$1,660.00	\$1,750.00	\$1,750.00
	Division 10 - Administration Totals	\$1,491.98	\$1,355.00	\$1,395.00	\$1,725.00	\$1,660.00	\$1,750.00	\$1,750.00

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Fund	100 - General Fund							
	Department 20 - Police							
	Division 20 - Patrol							

Professional Development

52.08	Prof Devel Dues	720.00	965.00	355.00	355.00	355.00	355.00	355.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>				
	IL Law Enforcement Alarm System	1.00	120.00	120.00
	Illinois Association of Traffic Accident Investigators	3.00	45.00	135.00
	Illinois Truck Enforcement Association Tier 1	1.00	100.00	100.00
				\$355.00

<i>Professional Development Totals</i>	\$720.00	\$965.00	\$355.00	\$355.00	\$355.00	\$355.00	\$355.00
Division 20 - Patrol Totals	\$720.00	\$965.00	\$355.00	\$355.00	\$355.00	\$355.00	\$355.00

Division **22 - Support Services**

Professional Development

52.08	Prof Devel Dues	1,796.82	1,020.00	1,933.00	1,590.00	1,922.50	2,450.00	2,450.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>				
	American Counseling Association	1.00	190.00	190.00
	Association of Police Social Worker	1.00	90.00	90.00
	Juvenile Officers Assoc./ IL Juvenile Officers Assoc.	2.00	20.00	40.00
	Law Enforcement Records Managers of IL	1.00	25.00	25.00
	Licensure (CDVCIII, CCCJS, MAC) Cert Dom Viol Instr	3.00	125.00	375.00
	Major Investigations Assistance Team	1.00	1,000.00	1,000.00
	National Association of Forensic Counselors	1.00	125.00	125.00
	National Association of Masters Psychology - NCP	1.00	100.00	100.00
	National Information Officers Assoc	2.00	80.00	160.00
	Notary IL Renewal - Records Clerk	1.00	10.00	10.00
	Notary Renewal County Fee - Records Clerk	1.00	10.00	10.00

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Account	Account Description	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Department Request	2022 Board Approved
Fund	100 - General Fund							
	Department 20 - Police							
	Division 22 - Support Services							

Professional Development

Public Relations Society of America (PRSA)								
						1.00	325.00	325.00
								\$2,450.00

<i>Professional Development Totals</i>								
		\$1,796.82	\$1,020.00	\$1,933.00	\$1,590.00	\$1,922.50	\$2,450.00	\$2,450.00
Division 22 - Support Services Totals		\$1,796.82	\$1,020.00	\$1,933.00	\$1,590.00	\$1,922.50	\$2,450.00	\$2,450.00
Department 20 - Police Totals		\$4,008.80	\$3,340.00	\$3,683.00	\$3,670.00	\$3,937.50	\$4,555.00	\$4,555.00

Department **30 - Public Works**
 Division **10 - Administration**

Professional Development

52.08	Prof Devel Dues	847.90	844.15	654.00	661.00	667.60	890.00	890.00
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Comments
 FY22 Request is high due to change in salary splits and addition of membership discount programs.

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>				
APWA Membership Dues (Admin 2 Staff @ 185.50 each)		2.00	190.00	380.00
Costco		1.00	180.00	180.00
Harbor Freight Membership		1.00	30.00	30.00
Illinois Statewide Public Works Mutual Aid		1.00	250.00	250.00
Northern Safety Premier Plus Program		1.00	50.00	50.00
				\$890.00

<i>Professional Development Totals</i>		\$847.90	\$844.15	\$654.00	\$661.00	\$667.60	\$890.00	\$890.00
Division 10 - Administration Totals		\$847.90	\$844.15	\$654.00	\$661.00	\$667.60	\$890.00	\$890.00

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Fund **100 - General Fund**
 Department **30 - Public Works**
 Division **30 - Streets**

Professional Development

52.08	Prof Devel Dues	875.00	945.00	775.00	759.67	610.00	700.00	700.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>				
American Public Works Association		2.00	190.00	380.00
Arbor Day Membership		1.00	30.00	30.00
Automotive Service Excellence Blue Seal		1.00	70.00	70.00
International Arborist Organization		1.00	190.00	190.00
Municipal Fleet Managers		1.00	30.00	30.00
				\$700.00

<i>Professional Development Totals</i>	\$875.00	\$945.00	\$775.00	\$759.67	\$610.00	\$700.00	\$700.00
Division 30 - Streets Totals	\$875.00	\$945.00	\$775.00	\$759.67	\$610.00	\$700.00	\$700.00

Division **32 - Public Properties**

Professional Development

52.08	Prof Devel Dues	160.00	165.00	220.00	224.67	209.99	190.00	190.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>				
American Public Works Association		1.00	190.00	190.00
				\$190.00

<i>Professional Development Totals</i>	\$160.00	\$165.00	\$220.00	\$224.67	\$209.99	\$190.00	\$190.00
Division 32 - Public Properties Totals	\$160.00	\$165.00	\$220.00	\$224.67	\$209.99	\$190.00	\$190.00
Department 30 - Public Works Totals	\$1,882.90	\$1,954.15	\$1,649.00	\$1,645.34	\$1,487.59	\$1,780.00	\$1,780.00

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Budget Year 2022

Account	Account Description	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Department Request	2022 Board Approved																																				
Fund 100 - General Fund																																												
Department 40 - Parks & Recreation																																												
Division 10 - Administration																																												
Professional Development																																												
52.08	Prof Devel Dues	55,238.56	55,243.56	.00	.00	.00	.00	.00																																				
<i>Professional Development Totals</i>		<u>\$55,238.56</u>	<u>\$55,243.56</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>																																				
Division 10 - Administration Totals		<u>\$55,238.56</u>	<u>\$55,243.56</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>																																				
Division 42 - Recreation																																												
Professional Development																																												
52.08	Prof Devel Dues	777.00	1,752.00	.00	.00	.00	.00	.00																																				
<i>Professional Development Totals</i>		<u>\$777.00</u>	<u>\$1,752.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>																																				
Division 42 - Recreation Totals		<u>\$777.00</u>	<u>\$1,752.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>																																				
Department 40 - Parks & Recreation Totals		<u>\$56,015.56</u>	<u>\$56,995.56</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>																																				
Department 60 - Management Information Systems																																												
Division 00 - Non-Division																																												
Professional Development																																												
52.08	Prof Devel Dues	200.00	200.00	.00	200.00	200.00	200.00	200.00																																				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="6" style="text-align: left;">Budget Transactions</td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="6" style="text-align: left;"><i>Transaction</i></td> <td style="text-align: right;"><i>Number of Units</i></td> <td style="text-align: right;"><i>Cost Per Unit</i></td> <td style="text-align: right;"><i>Total Amount</i></td> </tr> <tr> <td colspan="6" style="text-align: left;">Government Management Information Services Membership</td> <td style="text-align: right;">1.00</td> <td style="text-align: right;">200.00</td> <td style="text-align: right;">200.00</td> </tr> <tr> <td colspan="6"></td> <td></td> <td style="border-top: 1px solid black;"></td> <td style="border-top: 1px solid black; text-align: right;">\$200.00</td> </tr> </table>									Budget Transactions									<i>Transaction</i>						<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	Government Management Information Services Membership						1.00	200.00	200.00									\$200.00
Budget Transactions																																												
<i>Transaction</i>						<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>																																				
Government Management Information Services Membership						1.00	200.00	200.00																																				
								\$200.00																																				
<i>Professional Development Totals</i>		<u>\$200.00</u>	<u>\$200.00</u>	<u>\$0.00</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>\$200.00</u>																																				
Division 00 - Non-Division Totals		<u>\$200.00</u>	<u>\$200.00</u>	<u>\$0.00</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>\$200.00</u>																																				
Department 60 - Management Information Systems Totals		<u>\$200.00</u>	<u>\$200.00</u>	<u>\$0.00</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>\$200.00</u>																																				

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Budget Year 2022

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Fund **100 - General Fund**
 Department **65 - Recreation**
 Division **00 - Non-Division**

Professional Development

52.08	Prof Devel Dues	.00	.00	.00	.00	55,887.00	73,975.00	73,975.00
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Comments
 FY22 reflects an increase to allow full payment of NISRA's 2022/2023 dues in a single fiscal year. The actual rate is held at \$54,176 as approved by the Board.

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>				
IL Park and Recreation Association membership 4 staff		4.00	260.00	1,040.00
National Recreation and Park Assoc. membership (staff & Board)		1.00	675.00	675.00
Northern Illinois Special Recreation Assoc. FY21/22 (8 mos.)		1.00	18,060.00	18,060.00
Northern Illinois Special Recreation Assoc. FY22/23		1.00	54,180.00	54,180.00
Suburban Park and Recreation Association membership		1.00	20.00	20.00
				\$73,975.00

<i>Professional Development Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$55,887.00	\$73,975.00	\$73,975.00
Division 00 - Non-Division Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$55,887.00	\$73,975.00	\$73,975.00
Department 65 - Recreation Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$55,887.00	\$73,975.00	\$73,975.00
Fund 100 - General Fund Totals	\$82,688.96	\$80,514.21	\$81,972.13	\$83,817.47	\$85,092.78	\$106,081.00	\$106,081.00

Fund **520 - Water O & M**
 Department **00 - Non-Departmental**
 Division **00 - Non-Division**

Professional Development

52.08	Prof Devel Dues	2,520.60	2,458.30	2,639.89	2,402.21	2,624.20	2,450.00	2,450.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>				
American Water Works Association		1.00	2,350.00	2,350.00

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Fund **520 - Water O & M**
 Department **00 - Non-Departmental**
 Division **00 - Non-Division**

Professional Development

North Suburban Water Works Association							1.00	100.00	100.00
									\$2,450.00

<i>Professional Development Totals</i>									
	\$2,520.60	\$2,458.30	\$2,639.89	\$2,402.21	\$2,624.20	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00
Division 00 - Non-Division Totals	\$2,520.60	\$2,458.30	\$2,639.89	\$2,402.21	\$2,624.20	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00
Department 00 - Non-Departmental Totals	\$2,520.60	\$2,458.30	\$2,639.89	\$2,402.21	\$2,624.20	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00
Fund 520 - Water O & M Totals	\$2,520.60	\$2,458.30	\$2,639.89	\$2,402.21	\$2,624.20	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00

Fund **620 - Airport O & M**
 Department **00 - Non-Departmental**
 Division **00 - Non-Division**

Professional Development

52.08	Prof Devel Dues	604.00	890.00	1,464.00	879.00	844.00	1,179.00	1,179.00
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Budget Transactions			Number of Units	Cost Per Unit	Total Amount
<i>Transaction</i>					
Aircraft Owners and Pilots Association			1.00	79.00	79.00
American Assoc. of Airport Exec. Great Lakes membership			1.00	35.00	35.00
American Association of Airport Exec (National)			1.00	275.00	275.00
Experimental Aircraft Association (local 790)			1.00	25.00	25.00
Experimental Aircraft Association (National)			1.00	40.00	40.00
Illinois Public Airports Association			1.00	725.00	725.00
					\$1,179.00

<i>Professional Development Totals</i>								
	\$604.00	\$890.00	\$1,464.00	\$879.00	\$844.00	\$1,179.00	\$1,179.00	\$1,179.00
Division 00 - Non-Division Totals	\$604.00	\$890.00	\$1,464.00	\$879.00	\$844.00	\$1,179.00	\$1,179.00	\$1,179.00
Department 00 - Non-Departmental Totals	\$604.00	\$890.00	\$1,464.00	\$879.00	\$844.00	\$1,179.00	\$1,179.00	\$1,179.00

Expense Budget Worksheet Report

Budget Year 2022

<u>Account</u>	<u>Account Description</u>	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Department Request	2022 Board Approved
Fund	620 - Airport O & M Totals	\$604.00	\$890.00	\$1,464.00	\$879.00	\$844.00	\$1,179.00	\$1,179.00
	Net Grand Totals	\$85,813.56	\$83,862.51	\$86,076.02	\$87,098.68	\$88,560.98	\$109,710.00	\$109,710.00