

Human Services

Mission Statement

It is the mission of the Human Services Department to mobilize community resources to change people's lives, offer hope to those in need, improve our community, and help people help themselves and others.

Primary Functions & Services → The primary function of the Human Services Department is to provide funding, activities, and services for programs that include Head Start, Energy Services, Weatherization, and Community Services.

Head Start Program → This program is aimed at meeting the educational, social, health, and emotional needs of low-income preschool children and their families in Winnebago County. Facilities are located at the former Henrietta School, near the Orton Keyes housing development, and near the Fairgrounds housing development. Activities are geared toward developing the cognitive, emotional, and social growth of the child. The program has four different service options that include home based parent and child instruction and part day, full day, and child care based classroom experiences for children age's 3-5 years old from income eligible households. A new Early Head Start program targets children younger than 3.

Energy Assistance Program → The Department is the local administering agency for the Low Income Home Energy Assistance Program (LIHEAP) for Winnebago and Boone counties. LIHEAP assists those who pay their heating bills to a regulated fuel company or has heating included in their rent. The amount of assistance varies with household income, size, and fuel type. Priority eligibility is given to the elderly and handicapped. Over 90% of the recipients live in Rockford.

Weatherization → The Weatherization program is responsible for lessening the impact of heating and cooling costs to low-income individuals by making homes more energy efficient. Homes are selected on a first come first serve basis following a completed and approved application. Homes that are not owner occupied require a landlord/owner contribution. Otherwise, household income and size information are used to determine eligibility. Serves Winnebago and Boone counties.

Community Services Program → The primary goal of Community Services is to promote self-sufficiency among low-income individuals. Activities include outreach, advocacy, emergency assistance, summer food, self-sufficiency case management and training, consumer education, and economic development through small business loans, scholarships, and Individual Development Accounts.

The Get the Lead Out (GLO) → Program targets homes occupied by families with one or more children ages 6 years or under who test with elevated lead levels placing them at risk of health and/or developmental consequences. The same eligibility rules apply to the GLO program as those used by the Weatherization program. Serves Winnebago and Boone counties.

Housing Assistance → Services include emergency shelter, transitional housing, permanent supportive housing, rent and mortgage assistance and temporary and permanent crisis relocation assistance to residents of Winnebago and Boone Counties.

Human Services

2011 Accomplishments →

- Continued SWEEP (Sharing Work for Excellence Everywhere Program) with Code Enforcement Division.
- Permanent Supportive Housing units/persons continued to expand during 2011 with three new permanent housing projects funded by HUD.
- Homeless prevention services were provided to 1,400 households through December 2011.
- Rental Housing Support Program added another 30 units of affordable housing in market rate properties owned and managed by private landlords. The program now provides a total of 175 units.
- Continued support of Neighborhood Network and Community Gardens, both of which made significant progress towards becoming self sustaining in 2011.
- The Energy Division assisted 300 individuals in receiving credits under the ComEd Hardship Reconnection Assistance Program through December 2011.
- The Summer Food Program served 2,535 children through December 2011.
- 797 children and families participated in Head Start/Early Head Start during the 2010/2011 school year. Of this total, 92 were children/pregnant women enrolled in Early Head Start through December 2011.
- Early Head Start passed its first federal review with no findings of non-compliance.
- A \$75,000, three-year commitment of private funding and scores of volunteers were secured from PNC Bank to support the work of Head Start.
- Head Start health, dental and nutrition treatment results continued to improve significantly during the 2010/2011 school year.
- Positive change continued to be measured in the beliefs and behaviors regarding the use of ATOD (alcohol, tobacco, and other drugs) by local youth and children as measured by the IL Youth Survey.
- A \$250,000 three year grant was secured from the DCEO Office of Urban Assistance to train new Weatherization Assessors/Auditors. (The goal of this new program is to expand minority participation in the Weatherization work force and eventually fund additional weatherization work to create job opportunities and career paths in the energy retrofit business.)
- Staff actively participated in a number of planning groups, projects, committees and work groups in 2011 included Alignment Rockford, Success by Six, Early Learning Council, and Healthy Communities, Human Services Coalition among others. Joint projects were initiated with Rockford Housing Authority, Workforce Investment Board, Prenatal to Six, the Home Visiting Task Force and others.

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2012 Goals and Objectives →

- Review our involvement in housing programs and services based on community impact, organizational capacity and resources.
- Weatherize approximately 298 homes based on the state and federal 2012 funding levels and provide new assessor training under Urban Weatherization grant funding resulting in 18 new assessors.
- Participate in the fall roll out of the Percentage of Income Payment Plan (PIPP) as an alternative to LIHEAP targeting 500 participants/households.
- Serve approximately 775 Head Start and Early Head Start eligible families based on the federal 2012 funding levels and the recent selection of our community by the IL Office of Early Childhood to receive targeted funding for additional home visiting services and local system development.
- Reassess priorities for use of CSBG funds and staffing resources guided by local needs and priorities and strategic planning.
- Continue our role in community initiatives, planning groups and collaborative projects using the lens of the strategic planning process to prioritize effort.
- Continue to look for new resources based on local needs and priorities using the strategic planning process.
- Continue to work toward a common local system for tracking Head Start children's post Head Start educational progress as a means of assessing and improving program outcomes in collaboration with District 205 and ISBE (Illinois State Board of Education).
- Continue the use of community sites taking energy assistance applications and explore ways to expand the use of community resource sites.
- Continue social norms campaign and other prevention education efforts aimed at children/youth to reduce the use of ATOD (alcohol, tobacco, and other drugs) and expand these efforts based on available resources.
- Explore ways to improve staff support, moral retention and engagement using the strategic planning process.

Human Services

Budget Summary

HUMAN SERVICES BUDGET SUMMARY					
APPROPRIATION	2010 <u>ACTUAL</u>	2011 <u>BUDGET</u>	2011 <u>ACTUAL</u>	2011 <u>BUDGET</u>	INCREASE (DECREASE)
PERSONNEL	\$6,994,773	\$6,613,506	\$6,771,243	\$6,104,447	(\$509,059)
CONTRACTUAL	\$2,821,627	2,891,529	2,287,737	1,769,244	(1,122,285)
SUPPLIES	\$1,724,475	754,302	1,742,331	754,300	(2)
OTHER	\$9,624,183	4,750,326	5,683,973	4,279,875	(470,451)
INTEREST	\$0	0	0	0	0
CAPITAL	<u>\$275,659</u>	<u>0</u>	<u>26,685</u>	<u>0</u>	<u>0</u>
TOTAL	<u>\$21,440,718</u>	<u>\$15,009,663</u>	<u>\$16,511,969</u>	<u>\$12,907,866</u>	<u>(\$2,101,797)</u>

STAFFING REVIEW	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	INCREASE (DECREASE)
TOTALS	91	98.00	99.00	90.58	(8.42)

FUNDING SOURCE	2011 <u>AMOUNT</u>	2011 <u>PERCENTAGE</u>	2012 <u>AMOUNT</u>	2012 <u>PERCENTAGE</u>
FEDERAL	\$7,288,080	51.6	\$5,607,679	44.3
STATE	6,630,237	47.0	7,022,968	55.5
GENERAL REVENUES	<u>196,666</u>	<u>1.4</u>	<u>26,000</u>	<u>0.2</u>
	<u>\$14,114,983</u>	<u>100.0</u>	<u>\$12,656,647</u>	<u>100.0</u>

Budget Analysis

The 2012 budget is \$12,907,866, which is a decrease of \$2,101,797 (14.0%) from the previous year. Personnel costs decrease due to a decrease in Weatherization and Community Services staffing (\$509,100). Decreases include permanent salaries (\$420,300), IMRF (\$72,000), health insurance (\$4,700) and unemployment (\$15,900) offset by a slight increase in workman's compensation (\$3,700).

Contractual expenses decreased \$1,122,285. Major decreases include other contractual services (\$557,900), building rental (\$25,300), fuel expenses (\$6,100), telephone expenses (\$6,700), education and training (\$501,500), and janitorial contract (\$2,400). These decreases are the result of the additional federal ARRA funding ending for a number of programs. Additional decrease in risk management charges (\$21,800) due to an audit of the City's insurance policies and related charges to departments.

Supply expenses decreased slightly due to minor increases and decreases in multiple accounts.

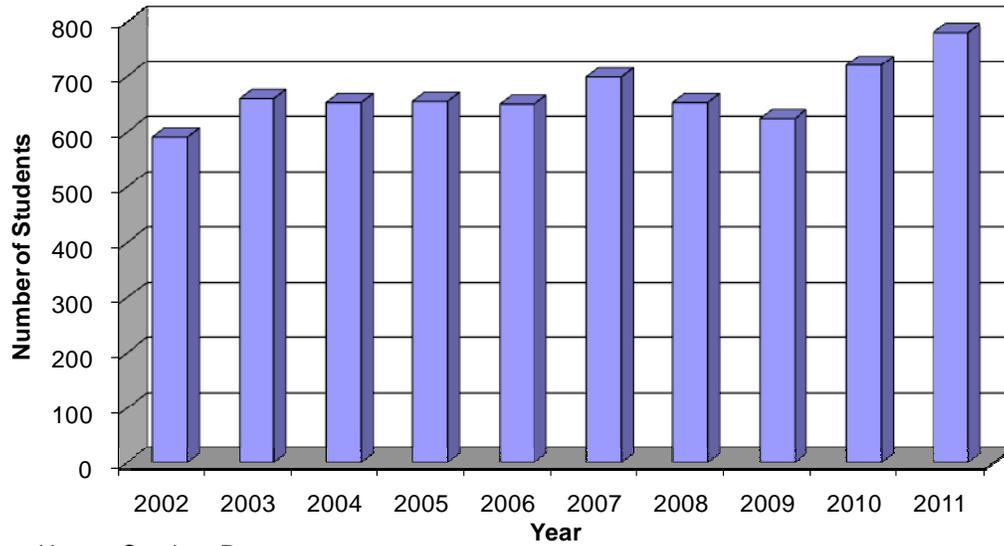
Other expenses decreased \$470,451. Decreases include homeless prevention (\$211,800), rental assistance (\$77,000), down payment assistance (\$48,100), tenant based assistance (\$124,800) and essential services (\$8,700). These expenses all reflect direct services provided to the community.

In 2011, the Human Services Department spent \$16,511,969. Spending tends to vary depending on matching program levels with funding sources.

Human Services

Information and Statistics

City of Rockford, Illinois Head Start Program History 2002-2011

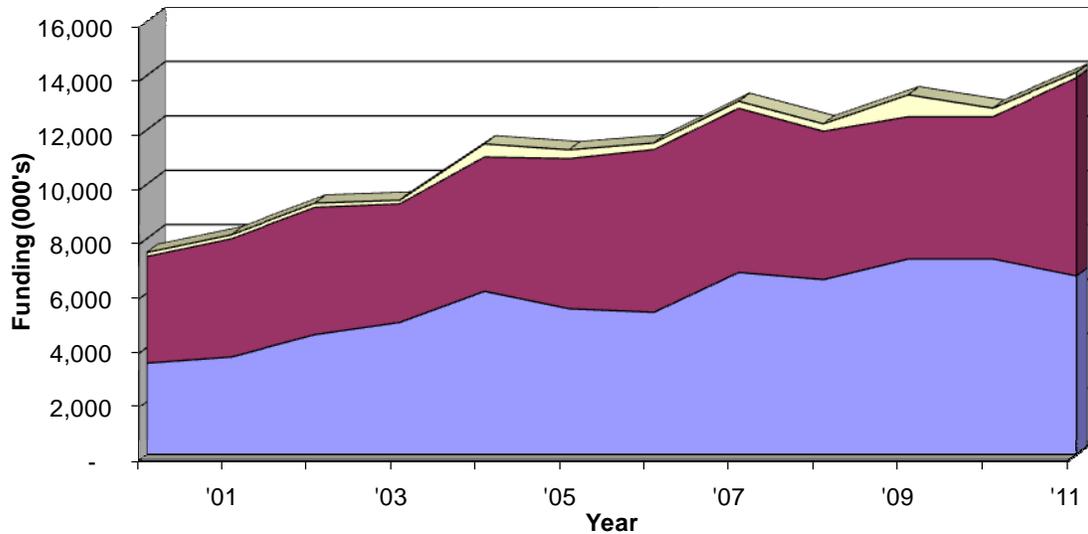


Source: Human Services Department

The Head Start Program is aimed at meeting the educational, social, health, and emotional needs of low-income preschool children and their families in Winnebago County. The program has four different service options which consist of home base schooling, students in part day classes, students in a full-time day setting, and family plus. In 2011, the Human Services Department provided the program to over 797 children. The program estimates an enrollment of 775 in 2012.

Human Services

City of Rockford, Illinois Human Services Department Funding Level History 2000-2011



Funding for this department changes on a yearly basis. The major funding source in 2011 was the State government at 66%, the Federal government at 34%, and the City contributing less than 1.0% of total funding. In 2012, funding from the Federal government is expected to decrease over \$1.5 million. The City's contribution decreased by \$170,000.

Capital Equipment

For 2012, no capital items are budgeted.

Five Year Financial Forecast

The 2013-2017, five year, financial forecast assumes that all grants and other funding sources for Human Services will remain stable. From year to year, increases and decreases have fluctuated between five and 30 percent. The instability of year to year funding levels is due to the greater than 95 percent dependence each year on state and federal funding. Since levels of expenditures are tied directly to the amount allocated by outside funding sources, both revenue and expenditures are projected at the same amount for five years.

Human Services Department 2013-2017 Financial Forecast (in 000's)

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Revenues	\$12,656,647	\$12,656,647	\$12,656,647	\$12,656,647	\$12,656,647
Expenditures	<u>12,656,647</u>	<u>12,656,647</u>	<u>12,656,647</u>	<u>12,656,647</u>	<u>12,656,647</u>
Excess (Deficit)	0	0	0	0	0
Beginning Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Human Services

Performance Measures

	2009 Actual	2010 Actual	2011 Actual	2012 Projected
Clients receiving weatherization assistance	459	459	648	400
Individual Development Accounts	0	0	0	0
Households Receiving Energy Assistance	16,000	13,000	9,228	5,000
Head Start program enrollment	624	721	797	775
Homeless Prevention clients served	2,435	1,267	1,400	200
Lead Abatement - GLO	46	46	0	0
Summer Food Program	4,400	4,400	2,535	1,500

Human Services

Personnel Review

HUMAN SERVICES				
BENEFITS AND SALARIES		2011	2012	INCREASE/ (DECREASE)
SALARY	BUDGET	BUDGET	BUDGET	(DECREASE)
PERMANENT		\$4,208,309	\$3,787,971	(\$420,338)
TEMPORARY		8,200	8,200	0
MERIT		0	0	0
SALARY ADJUSTMENT		0	0	0
SALARY SAVINGS		0	0	0
TOTAL SALARIES		\$4,216,509	\$3,796,171	(\$420,338)
BENEFITS				
IMRF		\$861,020	\$789,034	(\$71,986)
UNEMPLOYMENT TAX		129,042	113,184	(15,858)
WORKMENS COMP		28,651	32,303	3,652
HEALTH INSURANCE		1,351,376	1,346,722	(4,654)
RETIREE HEALTH INSURANCE		16,068	16,848	780
LIFE INSURANCE		7,720	7,065	(655)
PARKING		3,120	3,120	0
TOTAL BENEFITS		\$2,396,997	\$2,308,276	(\$88,721)
TOTAL COMPENSATION		\$6,613,506	\$6,104,447	(\$509,059)
POSITION TITLE	POSITION RANGE	2011 EMPLOYEES	2012 EMPLOYEES	INCREASE/ (DECREASE)
EXECUTIVE DIRECTOR OF HUMAN SERVICE	E-14	1.00	1.00	0.00
HEADSTART DIRECTOR	E-11	1.00	1.00	0.00
EARLY HEAD START MANAGER	E-9	1.00	1.00	0.00
ADMIN & SUPPORT SERVICES MGR	E-9	1.00	1.00	0.00
FAMILY & COMMUNITY PARTNERSHIP MGR	E-9	1.00	1.00	0.00
CHILD DEVELOPMENT MANAGER	E-9	1.00	1.00	0.00
CSBG DIRECTOR	E-9	1.00	1.00	0.00
ENERGY PROGRAMS MANAGER	E-9	1.00	0.75	(0.25)
SITE MANAGER	E-8	3.00	3.00	0.00
FISCAL OFFICER	E-7	1.00	1.00	0.00
HEALTH SERVICES MANAGER	E-7	1.00	1.00	0.00
SPECIAL NEEDS/MENTAL HEALTH CO EX	E-7	1.00	1.00	0.00
ADMINISTRATIVE COORDINATOR	E-7	1.00	0.00	(1.00)
WEATHERIZATION SPECIALIST	E-6	4.00	2.00	(2.00)
FAMILY RESOURCE WORKER	AF	8.40	7.96	(0.44)
HOUSING ADVOCATE	E-6	2.00	2.00	0.00
CSBG PROGRAM COORDINATOR	E-6	1.00	1.00	0.00
RECRUITMENT/ENROLLMENT SPECIALIST	E-6	1.00	1.00	0.00
OUTREACH WORKER	E-6	5.00	5.00	0.00
ENERGY SPECIALIST	E-6	4.00	1.75	(2.25)
TRANSPORTATION SPECIALIST	E-6	1.00	1.00	0.00
CS DRUG FREE COORDINATOR	E-6	1.00	1.00	0.00
CS HOMELESS COORDINATOR	E-6	1.00	0.00	(1.00)
HEAD TEACHER	AF	11.70	12.45	0.75
HOME VISITOR TEACHER	AF	1.56	1.52	(0.04)
SENIOR ACCOUNT CLERK	E-5	3.00	3.00	0.00
TRAINING COORDINATOR	E-5	1.00	1.00	0.00
ADMINISTRATIVE ASSISTANT	E-5	1.00	3.00	2.00
SENIOR OFFICE ASSISTANT	E-4	5.00	3.00	(2.00)
HEALTH TECHNICIAN	AF	0.98	0.98	0.00
ASSISTANT TEACHER	AF	12.02	11.25	(0.77)
PREVENTION PROGRAM SPECIALIST	E-3	1.00	1.00	0.00
PROGRAM DATA SPECIALIST	E-3	1.00	1.00	0.00
MAINTENANCE/REPAIR TECHNICIAN	SAFETY	1.00	1.00	0.00
OFFICE ASSISTANT	AF	4.75	3.75	(1.00)
OFFICE ASSISTANT	E-3	0.00	0.00	0.00
BUS DRIVER	AF	9.20	9.61	0.41
COOK AIDE	AF	2.37	1.56	(0.81)
TOTAL PERSONNEL		99.00	90.58	(8.42)

Tuberculosis Sanitarium Fund

Mission Statement

It is the mission of the Tuberculosis Sanitarium fund to provide medical treatment for residents and non-residents that have tuberculosis.

Primary Functions → The primary function of the Tuberculosis Sanitarium fund is to provide active or preventative patients with oral medication on an outpatient basis.

Fund Highlights

Effective January 1, 1999, the City contracted with the Winnebago County Health Department for providing medical treatment for tuberculosis. The City levies property taxes to fund TB care with the actual provision of the service provided by the County Health Department. Patients receive tuberculosis screening, x-rays, medication and follow-up services. The City and the Tuberculosis Board provide all fiscal resources and policy oversight. In 2011, 1,471 city patients were served (2010 – 2,040, 2009 – 1,970). City patients have been 84% of the caseload for 2011 (2010 – 88%, 2009 – 86%).

Budget Summary

TUBERCULOSIS SANITARIUM BUDGET SUMMARY						
APPROPRIATION	2010 <u>ACTUAL</u>	2011 <u>BUDGET</u>	2011 <u>ACTUAL</u>	2012 <u>BUDGET</u>	INCREASE (DECREASE)	
CONTRACTUAL	\$131,458	\$160,300	\$134,422	168,300	8,000	
OTHER	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL	<u>\$131,458</u>	<u>\$160,300</u>	<u>\$134,422</u>	<u>\$168,300</u>	<u>\$8,000</u>	
FUNDING SOURCE			2011 <u>TOTAL</u>	2011 <u>PERCENTAGE</u>	2012 <u>TOTAL</u>	2012 <u>PERCENTAGE</u>
PROPERTY TAXES						
TUBERCULOSIS SANITARIUM			\$158,697	100.0	\$166,617	98.9
SERVICE CHARGES			0	0.0	0	0.0
INTEREST INCOME			<u>0</u>	<u>0.0</u>	<u>1,800</u>	<u>1.1</u>
TOTAL			<u>\$158,697</u>	<u>100.0</u>	<u>\$168,417</u>	<u>100.0</u>

Budget Analysis

The 2012 budget of \$168,300 is \$8,000 (6.0%) more than the 2011 budget of \$160,300. Prior to 1999, the City provided tuberculosis services to residents. In 1999, the City began contracting with the County to provide such services. Spending has been \$153,233 for 2009, \$131,459 for 2010 and \$134,422 for 2011.

Tuberculosis Sanitarium Fund

Five Year Financial Forecast

The 2013-2017 five-year forecast assumes marginal change in the contracted service cost and property tax levy. Under statutory authority, the tax rate for this purpose cannot exceed five cents. The five year plan calls for using nine-tenths of a cent during this time period.

TUBERCULOSIS SANITARIUM FUND 2013-2017 FINANCIAL FORECAST (IN 000'S)

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Revenues	\$178	\$187	\$196	\$205	\$215
Expenditures	<u>177</u>	<u>186</u>	<u>195</u>	<u>205</u>	<u>215</u>
Excess (Deficit)	<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>
Beginning Balance	<u>58</u>	<u>50</u>	<u>40</u>	<u>30</u>	<u>18</u>
Ending Balance	<u>\$59</u>	<u>\$51</u>	<u>\$41</u>	<u>\$30</u>	<u>\$18</u>
Rate (Cents)	0.9	0.9	1.0	1.0	1.0

Rockford Public Library

Mission Statement

The mission of Rockford Public Library is to enhance community life and development by informing, educating, entertaining, and providing cultural enrichment to all people of all ages and by continuously collecting information to address the diverse interests of our dynamic community.

Primary Functions → The primary function of the Library is to provide a variety of services to the public through the Main Downtown facility and its five branch extensions. There are six primary operating divisions throughout the library network.

- **Administrative** → The Administrative Division provides all administrative and support services in order to maintain library operations.
- **Adult Services** → The primary responsibility of the Adult Services Division is to provide information in the form of media and non-print media, as well as instructions for use. This division is also responsible for providing cultural event programs and instructions in utilizing computers for information purposes.
- **Youth Services** → Youth Services provides story programs, children's books, reference materials, periodicals, and non-print media to children, parents, and teachers. An introduction to computers, the Internet, and other electronic information is also available in this division.
- **Circulation** → The primary responsibility of the Circulation Division is to checkout and return library materials, perform borrower's registration, and process reserves and overdue loans.
- **Collection Management & Technical Services** → The primary responsibility of the Collection Management & Technical Services Division is to identify, order, receive, and catalog all library materials for use by the public. It is also responsible for identifying and withdrawing materials no longer needed in the collection.
- **Physical Facilities** → Physical Facilities is responsible for maintaining the appearance and physical operations of the Main Library and all branches.
- **Branch Services** → There are five branch divisions of the Rockford Public Library (Montague, Rock River, Northeast, Lewis Lemon, and Rockton). Each division is independent of each other and is supervised by a Manager. The branches provide a basic collection of print, media, and electronic database resources that are appropriate for the community. Each branch also provides circulation, library card registration, reference, programming, and Internet access services to the public.

2011 Accomplishments →

- Successfully implemented union contract for 2011-2012.
- Completed Main Library remodeling project.
- Purchased new truck equipped with snow plow and salt spreader for snow removal at all library locations.

Rockford Public Library

- Expanded digital collections adding e-books, Playaway View for Children, and new database subscriptions.
- Upgraded photocopiers for all library locations.
- Installed telephone renewal system to notify library customers of holds, fines and fees, interlibrary loan pick-up, etc.

2012 Goals and Objectives →

- Successfully implement a new union contract.
- Install fiber optic connections to enhance Internet service to the Rockford community.
- Replace Montague Branch Library's boiler for a more energy efficient boiler.
- Replace voice over IP System.
- Install new surveillance equipment at all locations for public safety.
- Continue to explore federated searching systems.
- Replace servers at various library locations.
- Purchase eReaders for circulation to the Rockford community.

Rockford Public Library

Budget Summary

ROCKFORD PUBLIC LIBRARY BUDGET SUMMARY					
	2010	2011	2011	2012	INCREASE
APROPRIATION	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>(DECREASE)</u>
PERSONNEL	\$4,186,898	\$4,291,644	\$4,163,960	\$4,576,034	\$284,390
CONTRACTUAL	1,112,277	1,609,529	1,190,906	1,532,301	(77,228)
SUPPLIES	1,202,265	1,313,502	1,274,834	1,446,328	132,826
OTHER	50,480	57,350	57,063	88,875	31,525
INTEREST	244,644	248,575	239,519	239,394	(9,181)
CAPITAL	58,388	350,400	293,252	239,998	(110,402)
ENCUMBRANCE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	<u>\$6,854,952</u>	<u>\$7,871,000</u>	<u>\$7,219,534</u>	<u>\$8,122,930</u>	<u>\$251,930</u>

	2009	2010	2011	2012	INCREASE
STAFFING REVIEW					<u>(DECREASE)</u>
EMPLOYEES	151	107	108	109	1.00
FULL-TIME EQUIVALENT	114.83	82.00	84.50	86.00	1.50

FUNDING SOURCE	2011	2011	2012	2012
	<u>AMOUNT</u>	<u>PERCENTAGE</u>	<u>AMOUNT</u>	<u>PERCENTAGE</u>
PROPERTY TAXES				
LIBRARY OPERATIONS	\$6,835,200	81.0	\$6,800,000	83.7
LIBRARY MAINTENANCE	427,200	5.1	300,000	3.7
ADJUSTMENTS, INT 3, TAX CAP	0	0.0	0	0.0
FRINGE BENEFIT REIMBURSEMENTS	20,000	0.2	0	0.0
REPLACEMENT TAXES	620,000	7.3	700,000	8.6
FINES	193,490	2.3	92,680	1.1
NON-RESIDENT FEES	18,870	0.2	17,500	0.2
SERVICE CHARGES	28,860	0.3	22,000	0.3
RENTS AND REIMBURSEMENTS	1,500	0.0	3,000	0.0
INTEREST INCOME/ENDOWMENTS	117,232	1.4	7,000	0.1
STATE OF ILLINOIS	152,000	1.8	150,000	1.8
MISCELLANEOUS	<u>26,500</u>	<u>0.3</u>	<u>30,750</u>	<u>0.4</u>
TOTAL	<u>\$8,440,852</u>	<u>100.0</u>	<u>\$8,122,930</u>	<u>100.0</u>

Budget Analysis

The 2012 budget of \$8,122,930 is a \$251,930 (3.2%) increase from the 2011 budget. Personnel costs increased \$284,390 overall mainly due to an increase in salaries (\$71,300), bonuses (\$51,000), IMRF expense (\$31,900), health insurance (\$154,400). These increases were offset by decreases to temporary staffing expenses (\$5,000) and severance pay (\$20,000).

Contractual services decreased \$77,228 overall. A number of decreases occurred, including telephone at \$24,800, postage at \$32,100, service contracts at \$39,800, and building maintenance at \$5,900. These decreases were offset by increases in education (\$22,200) and miscellaneous professional fees (\$4,300).

Rockford Public Library

Supplies increased \$132,826, with a number of adjustments. The overall spending for new library materials slightly increased from 2011 (\$129,600), as well as small tools (\$29,500) and equipment expenses (\$7,800). Decreases occurred in office supplies (\$15,100) and computer expenses (\$19,000).

Other expenses increased \$31,525, in group programs. Capital expenditures decreased \$110,402.

In 2011, actual expenditures were \$7,219,534, or 91.7% of the budgeted amount.

Five Year Financial Forecast

The five-year financial forecast assumes three percent assessed valuation growth and a 32-cent property tax rate for operations and maintenance tempered by the impact of tax caps. As can be seen in the schedule below, the tax cap erodes the library's fiscal base. Other forms of revenue increase approximately five percent each year. Expenditures for personnel and supply cost are assumed to increase 5% annually; contractual costs are expected to increase 3.5% each year. All other expenditure types (other, interest, capital) are budgeted at current levels.

Library Fund 2013-2017 Financial Forecast (In 000's)

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Revenues	\$8,300	\$8,150	\$8,960	\$9,204	\$9,445
Expenses	<u>8,155</u>	<u>8,507</u>	<u>8,875</u>	<u>9,261</u>	<u>9,664</u>
Excess (Deficit)	<u>145</u>	<u>(357)</u>	<u>85</u>	<u>(57)</u>	<u>(219)</u>
Beginning Balance	2,566	2,711	2,354	2,439	2,382
Ending Balance	<u>\$2,711</u>	<u>\$2,354</u>	<u>\$2,439</u>	<u>\$2,382</u>	<u>\$2,163</u>

Tax rate limits are 30 cents for operations and two cents for maintenance; fringe benefit reimbursement rates are unlimited.

Rockford Public Library

Capital Equipment

Capital items total \$239,998 for 2012, a decrease of \$110,402 over 2011. Expenditures for 2012 include \$125,000 in building improvements at the Main Library and various branches, \$30,000 for a voice over IP system, \$9,200 for new microfilm readers, \$4,500 for computer software, \$30,000 for system servers, \$13,333 for furniture at the Montague branch, and \$23,000 for multiple database search capabilities and download stations.

CAPITAL EQUIPMENT ROCKFORD PUBLIC LIBRARY 2012 BUDGET			
<u>Description</u>	<u>Cost Center</u>	<u>Account</u>	<u>Amount</u>
MICROFILM READER	1764-ITS	79920	\$9,200
NEW COMPUTER SOFTWARE		79927	4,500
MULTIPLE DATABASE SEARCHING		79927	15,000
SERVERS		79928	30,000
VOICE OVER IP SYSTEM		79928	30,000
DOWNLOAD STATIONS		79928	8,000
ADA BATHROOM-3RD FLOOR MAIN	1850-MAINTENANCE	79911	10,000
BUILDING IMPROVEMENTS-VARIOUS LOCATIONS		79911	50,000
SURVEILLANCE EQUIPMENT-VARIOUS LOCATIONS		79911	65,000
B&W COPIER WITH FAX	1762-FINANCE	79911	4,965
SERVICE DESK, TABLE AND CHAIRS	1820-MONTAGUE	79911	13,333
TOTAL CURRENT CAPITAL EQUIPMENT			<u>\$239,998</u>

Rockford Public Library

Personnel Review

ROCKFORD PUBLIC LIBRARY							
BENEFITS AND SALARIES					2011	2012	INCREASE/
SALARY					BUDGET	BUDGET	(DECREASE)
PERMANENT					\$3,055,819	\$3,127,085	\$71,266
TEMPORARY					25,000	20,000	(5,000)
SEVERANCE PAY					70,000	50,000	(20,000)
BONUS					0	51,000	51,000
TOTAL SALARIES					\$3,150,819	\$3,248,085	\$97,266
BENEFITS							
ILLINOIS MUNICIPAL RETIREMENT					\$644,656	\$676,576	\$31,920
UNEMPLOYMENT TAX					25,000	25,000	0
WORKMEN'S COMPENSATION					12,021	14,816	2,795
HEALTH INSURANCE					447,148	601,557	154,409
LIFE INSURANCE					2,000	1,500	(500)
PARKING BENEFITS					10,000	8,500	(1,500)
TOTAL BENEFITS					\$1,140,825	\$1,327,949	\$187,124
TOTAL COMPENSATION					\$4,291,644	\$4,576,034	\$284,390
	POSITION	2011	2011	2012	2012	FTE	INCREASE/
POSITION TITLE	RANGE	FTE	EMPLOYEES	FTE	EMPLOYEES	CHANGE	(DECREASE)
LIBRARY DIRECTOR	E-41	1.00	1	1.00	1	0.00	0.00
ASSISTANT DIRECTOR	E-38	1.00	1	1.00	1	0.00	0.00
MANAGER-ADULT SERVICES	E-35	1.00	1	1.00	1	0.00	0.00
CHIEF FINANCIAL OFFICER	E-35	1.00	1	1.00	1	0.00	0.00
DEVELOPMENT OFFICER	E-35	1.00	1	1.00	1	0.00	0.00
MANAGER-YOUTH SERVICES	E-34	1.00	1	0.00	0	(1.00)	(1.00)
ASSISTANT MANAGER-CIRCULATION	E-32	0.00	0	1.00	1	1.00	1.00
PROGRAM OFFICER	E-32	1.00	1	1.00	1	0.00	0.00
ASSISTANT MANAGER-ADULT SERVICES	E-32	0.00	0	0.00	0	0.00	0.00
ILS SPECIALIST	E-32	1.00	1	1.00	1	0.00	0.00
MANAGER-CIRCULATION	E-32	1.00	1	1.00	1	0.00	0.00
MANAGER-PHYSICAL FACILITIES	E-32	1.00	1	1.00	1	0.00	0.00
MANAGER-BRANCH	E-32	4.00	4	4.00	5	0.00	1.00
MANAGER-COLLECTIONS	E-29	0.00	0	0.00	0	0.00	0.00
COMMUNITY RELATIONS OFFICER	E-29	1.00	1	1.00	1	0.00	0.00
MANAGER-INFORMATION TECHNOLOGY	E-29	1.00	1	1.00	1	0.00	0.00
ADMINISTRATIVE SECRETARY	E-26	1.00	1	1.00	1	0.00	0.00
PERSONNEL OFFICER	E-26	1.00	1	1.00	1	0.00	0.00
INFORMATION TECHNOLOGY TECHNICIAN	E-26	1.00	1	0.00	0	(1.00)	(1.00)
INFORMATION TECHNOLOGY ASST	E-26	1.00	1	2.00	2	1.00	1.00
FINANCE/PAYROLL ASSISTANT	E-25	1.00	1	1.00	1	0.00	0.00
ADMINISTRATIVE CLERK	E-21	0.50	1	0.50	1	0.00	0.00
COMMUNITY RELATIONS ASSISTANT	E-21	1.00	1	1.00	1	0.00	0.00
COMMUNITY RELATIONS CLERK	E-20	1.00	1	1.00	1	0.00	0.00
PROGRAM COORDINATOR		4.00	5	4.50	5	0.50	2.00
LIBRARIAN		7.00	7	9.00	9	2.00	0.00
LIBRARIAN ASSISTANT		16.00	19	16.00	18	0.00	(1.00)
SENIOR LIBRARY CLERK		1.00	1	1.00	1	0.00	0.00
LIBRARY CLERK		21.00	30	20.00	29	(1.00)	(1.00)
MAINTENANCE ASSISTANT		2.00	2	2.00	2	0.00	0.00
PAGE COORDINATOR		0.00	0	0.00	0	0.00	0.00
SENIOR PAGE		1.00	2	1.00	2	0.00	0.00
PAGES		9.00	18	9.00	18	0.00	0.00
TOTAL PERSONNEL		84.50	108	86.00	109	1.50	1.00

Rockford Mass Transit District Subsidy

Mission Statement

The City, along with Federal and State governments, finance the operating deficits of the Rockford Mass Transit District (RMTD) so that it can provide public transit service to city residents.

Primary Functions → The primary function of the Rockford Mass Transit District is to provide city residents transit service from 5:00 a.m. to 12:00 a.m. Monday through Friday and 5:30 a.m. to 7:00 p.m. Saturday. Until 7:00 p.m., the service is provided through eleven routes; after that hour, the routes are combined into five to provide evening service with one-hour headways until 11:45 p.m. A final non-scheduled bus then takes all remaining passengers home from the Transfer Center. Special services are also offered on an as-need basis. In addition to offering wheelchair accessible service on all routes, the District also provides demand ride and subscription services to disabled and elderly residents. The District also provides service to Machesney Park and Loves Park, for which it is reimbursed.

Budget Summary

ROCKFORD MASS TRANSIT DISTRICT SUBSIDY BUDGET SUMMARY					
APPROPRIATION	2010 ACTUAL	2011 BUDGET	2011 ACTUAL	2012 BUDGET	INCREASE (DECREASE)
CONTRACTUAL	\$1,524,000	\$1,524,000	\$1,524,000	\$1,274,000	(\$250,000)
TOTAL	\$1,524,000	\$1,524,000	\$1,524,000	\$1,274,000	(\$250,000)
FUNDING SOURCE	2011 AMOUNT		2011 PERCENTAGE	2012 AMOUNT PERCENTAGE	
GENERAL REVENUES	\$1,524,000		100.0	\$1,274,000	100.0
TOTAL	\$1,524,000		100.0	\$1,274,000	100.0

Budget Analysis

The 2012 RMTD budget, July 1, 2011, to June 30, 2012, proposes spending \$13,866,043, the same amount as the 2011 budget and an increase of \$1,112,737 (8.7%) over the 2010 actual. Increases in personnel, contractual, supplies, and other expenses account for the increase.

The revenue estimate for 2012 is \$250,000 less than the 2011 budget and \$862,737 greater than the 2010 actual due to state funding increases. The federal contribution decreases \$67,648 (8.9%) and the state subsidy increases \$1,000,950 (12.8%) from the 2010 actual. The area municipalities' contribution is decreased due to a funding decrease from the City of Rockford. Operating revenue from the District is estimated at \$1,710,563. Overall, District revenues account for 14% of the necessary funding with the remaining \$12,155,480 (86%) being provided by the Federal Government, the State of Illinois, and area municipalities.

Rockford Mass Transit District Subsidy

Five Year Financial Forecast

The City is committed to financing the operating deficit remaining after Federal and State subsidies have been received. Given the uncertainty of Federal funding, subsidy forecasts are hard to project. However, assuming expenditure increases, stagnant fare box income, decreasing Federal funding, State grants at 55% of expenditures, and that the City would assume the remaining deficits, the following forecast is projected.

The last fare increase was from \$1.00 to \$1.50 in 2009.

ROCKFORD MASS TRANSIT CITY SUBSIDY 2013-2017 FINANCIAL FORECAST (IN 000'S) (CITY FISCAL YEAR)					
	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
CITY SUBSIDY	\$1,524	\$1,570	\$1,617	\$1,666	\$1,716

ROCKFORD MASS TRANSIT CITY SUBSIDY 2013-2017 FINANCIAL FORECAST (IN 000'S) (RMTD FISCAL YEAR)					
	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
REVENUES					
FEDERAL	\$854	\$953	\$1,060	\$1,060	\$1,065
STATE	9,843	10,289	10,754	11,242	11,753
LOCAL	431	447	463	479	496
CITY	1,798	1,854	1,912	2,085	2,264
OTHER	106	110	114	118	122
	<u>13,032</u>	<u>13,653</u>	<u>14,303</u>	<u>14,984</u>	<u>15,700</u>
DISTRICT	<u>1,697</u>	<u>1,748</u>	<u>1,800</u>	<u>1,854</u>	<u>1,909</u>
	<u>14,729</u>	<u>15,401</u>	<u>16,103</u>	<u>16,838</u>	<u>17,609</u>
EXPENDITURES	<u>15,143</u>	<u>15,829</u>	<u>16,545</u>	<u>17,295</u>	<u>18,081</u>
EXCESS(DEFICIT)	<u>(414)</u>	<u>(428)</u>	<u>(442)</u>	<u>(457)</u>	<u>(472)</u>
BEGINNING BALANCE	<u>1,679</u>	<u>1,405</u>	<u>1,098</u>	<u>780</u>	<u>336</u>
ENDING BALANCE	<u>\$1,265</u>	<u>\$977</u>	<u>\$656</u>	<u>\$323</u>	<u>(\$136)</u>

Rockford Mass Transit District Subsidy

Performance Measurements

Rockford Mass Transit District Ridership 1988-2010

RMTD FY	Daytime Ridership	Change	% Change	Evening Ridership	Change	%Change	Paratransit Ridership	Change	%Change
1988	1,678,121								
1989	1,741,202	63,081	3.8%						
1990	1,728,319	(12,883)	-0.7%						
1991	1,778,670	50,351	2.9%						
1992	1,719,979	(58,691)	-3.3%						
1993	1,545,739	(174,240)	-10.1%						
1994	1,529,703	(16,036)	-1.0%						
1995	1,679,952	150,249	9.8%	62,706					
1996	1,590,645	(89,307)	-5.3%	78,016	15,310	24.4%			
1997	1,465,155	(125,490)	-7.9%	62,331	(15,685)	-20.1%	29,925		
1998	1,375,344	(89,811)	-6.1%	68,980	6,649	10.7%	43,843	13,918	46.5%
1999	1,451,511	76,167	5.5%	81,068	12,088	17.5%	45,932	2,089	4.8%
2000	1,392,464	(59,047)	-4.1%	94,123	13,055	16.1%	39,938	(5,994)	-13.0%
2001	1,442,332	49,868	3.6%	90,791	(3,332)	-3.5%	50,051	10,113	25.3%
2002	1,435,963	(6,369)	-0.4%	85,492	(5,299)	-5.8%	71,023	20,972	41.9%
2003	1,308,266	(127,697)	-8.9%	82,163	(3,329)	-3.9%	100,921	29,898	42.1%
2004	1,229,769	(78,497)	-6.0%	67,107	(15,056)	-18.3%	100,135	(786)	-0.8%
2005	1,188,764	(41,005)	-3.3%	70,871	3,764	5.6%	95,027	(5,108)	-5.1%
2006	1,311,275	122,511	10.3%	85,150	14,279	20.1%	76,371	(18,656)	-19.6%
2007	1,401,914	90,639	6.9%	96,276	11,126	13.1%	76,396	25	0.0%
2008	1,542,965	141,051	10.1%	111,421	15,145	15.7%	91,508	15,112	19.8%
2009	1,632,929	89,964	5.8%	115,074	3,653	3.3%	98,031	6,523	7.1%
2010	1,435,753	(197,176)	-12.1%	86,961	(28,113)	-24.4%	78,119	(19,912)	-20.3%