

# **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.

**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**

## **2009 Accomplishments →**

- Continued support for Weed and Seed in both Ellis Heights and Kishwaukee. Provided home rehabilitation to 25 households in target Weed and Seed areas.
- Continued support of Neighborhood Network through provision of office space and equipment, as well as grant dollars.
- Continued SWEEP (Sharing Work for Excellence Everywhere Program) with Community Development Code Enforcement Division.
- Permanent Supportive Housing - 118 units/persons served January to September 2009.
- Homeless Prevention - 1,399 persons were served in 2008 and 404 have been served between January and June of 2009.
- Rental Housing Support Programs- 56 units served in Rockford and 18 in Boone County.
- Awarded additional funding for Rental Housing Support Program units.
- Provided condemnation relocation services to 26 persons.
- 9,500 Rockford area households received LIHEAP assistance.
- The Energy Division assisted over 1,100 households under the ComEd Hardship reconnection Assistance Program.
- The Summer Food Program served 4,580 children.
- 82 persons participated in intensive case management from January through September 2009.
- 674 children enrolled in Head Start Program for the 2008/2009 school year.

## **2010 Goals and Objectives →**

- Continue to provide support services for the Project Safe Neighborhood program in partnership with local law enforcement agencies.
- Continue to support for Weed and Seed in both Ellis Heights and Kishwaukee. by participating in both steering committees, organizing work camps and interviewing applicants for direct assistance.
- Continue to collaborate with the Community Development Department through SWEEP to provide assistance to local residents to assist with meeting property standards.
- Continue support of Neighborhood Network through provision of office space and equipment, as well as grant dollars and support and technical assistance to Neighborhood Network Board.

## **Human Services**

- Continue to provide direct assistance to residents in need of support due to a temporary crisis (condemnation, unemployment, natural disaster, domestic violence etc.).
- Provide utility assistance to approximately 12,000 households through the LIHEAP program, and coordinate benefits for all eligible households under the ComEd hardship assistance program.
- Continue to work with the Mayor's Task Force on Homelessness to implement the 10 Year Plan to reduce homelessness.
- Continue to administer HUD housing/homeless support programs.
- Continue the Rental Housing Support program in Rockford, Winnebago and Boone counties.
- Provide lead abatement services to improve the health and safety of residents.
- Provide prepared lunch meals to children during the summer through 30 community sites.
- Continue to provide drug and alcohol prevention education to children from 4th grade through high school employing "evidence based" strategies, as well as Violence prevention and graffiti prevention.
- Continue to provide high quality pre-school, health, and social services supports to children ages 3 – 5 years of age and their families, through Head Start.
- Early Head Start is projected to be funded in January 2010. Program options will include child care and home base services.
- Provide emergency furnace repairs and replacement to eligible residents through LIHEAP resulting in lowered health and safety risk for local residents.
- Continue to seek opportunities to support effective truancy intervention and prevention efforts.
- Continue to provide case management/case coordination assistance to achieve progress toward self sufficiency goals – including those served by Community Services and Head Start.
- Reapply for asset building services.
- Continue to provide small business loans to new and/or existing businesses that result in expanded employment for low income residents.
- Weatherize approximately 550 homes resulting in lower energy costs and improved health and safety for residents.

# Human Services

## Budget Summary

<b>HUMAN SERVICES BUDGET SUMMARY</b>					
<b>APPROPRIATION</b>	2008 <u>ACTUAL</u>	2009 <u>ACTUAL</u>	2009 <u>BUDGET</u>	2010 <u>BUDGET</u>	INCREASE (DECREASE)
PERSONNEL	\$5,958,339	\$6,225,831	\$5,790,536	\$6,526,614	\$736,078
CONTRACTUAL	\$1,946,753	2,528,258	1,774,324	1,774,324	0
SUPPLIES	\$1,050,346	1,771,581	754,342	754,342	0
OTHER	\$6,532,044	7,964,394	4,239,301	4,239,301	0
INTEREST	\$0	0	0	0	0
CAPITAL	\$0	<u>239,928</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b><u>\$15,487,482</u></b>	<b><u>\$18,729,992</u></b>	<b><u>\$12,558,503</u></b>	<b><u>\$13,294,581</u></b>	<b><u>\$736,078</u></b>

<b>STAFFING REVIEW</b>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	INCREASE (DECREASE)
TOTALS	92.5	92.50	90.75	97.86	7.11

<b>FUNDING SOURCE</b>	2009 <u>AMOUNT</u>	2009 <u>PERCENTAGE</u>	2010 <u>AMOUNT</u>	2010 <u>PERCENTAGE</u>
FEDERAL	\$5,233,930	41.3	\$5,233,930	41.3
STATE	7,252,832	57.2	7,252,832	57.2
GENERAL REVENUES	<u>196,000</u>	<u>1.5</u>	<u>196,666</u>	<u>1.6</u>
	<u>\$12,682,762</u>	<u>100.0</u>	<u>\$12,683,428</u>	<u>100.0</u>

## Budget Analysis

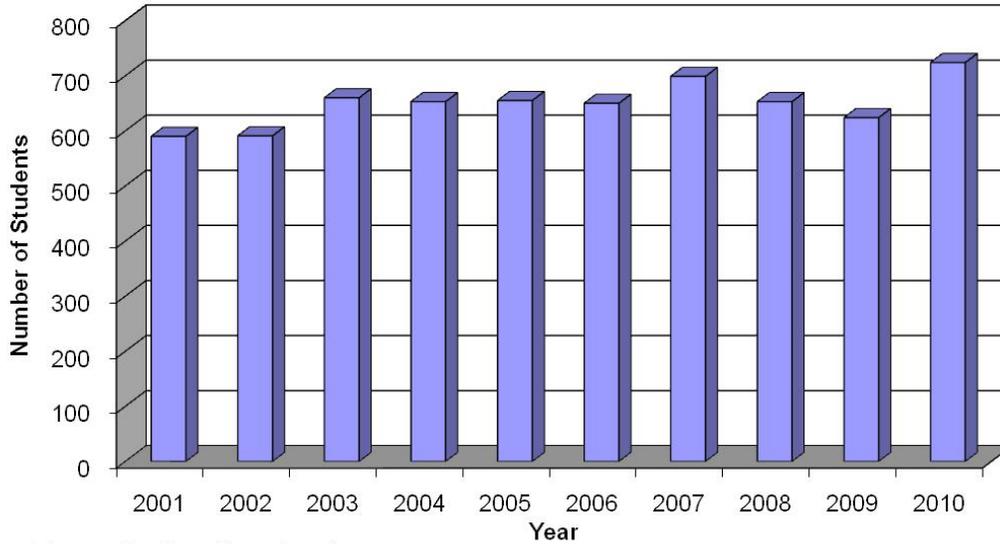
The 2010 budget is \$13,294,581, which is an increase of \$736,078 (5.86%) from the previous year. Personnel costs are greater than last year due to an increase in Head Start and Weatherization employees. Increases include permanent salaries (\$342,000), unemployment (\$6,000), and increased rates in IMRF (\$182,000) and health insurance (\$233,000). However, decreases occurred in merit pay (\$53,000) and worker compensation (\$2,000).

In 2009, the Human Services Department spent \$18,729,992, or 149.14% of its budgeted allocation. 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 2001-2010

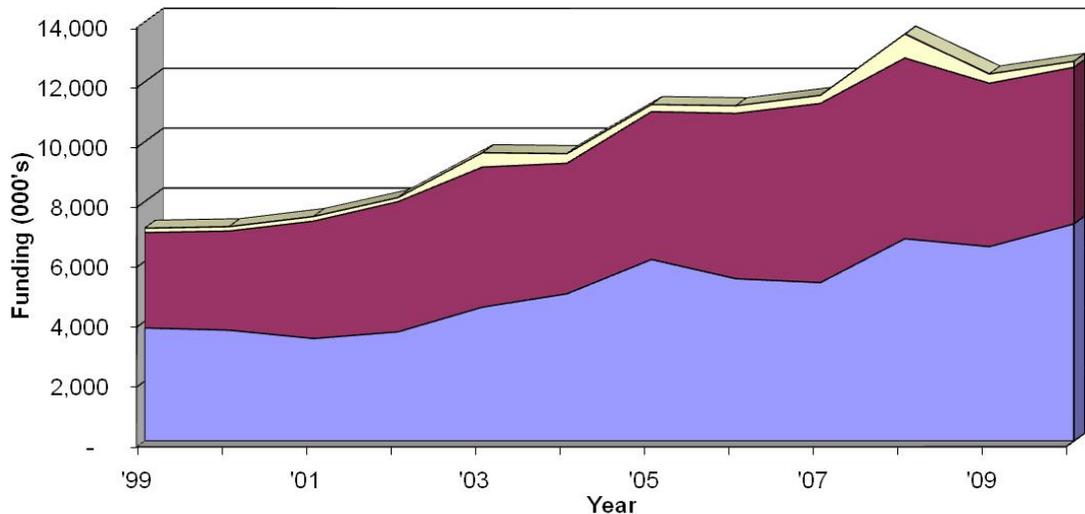


Source: Human Services Department

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 2009, the Human Services Department provided the program to over 624 children. The program projects an enrollment of 724 in 2010.

# Human Services

## City of Rockford, Illinois Human Services Department Funding Level History 1999-2010



Funding for this department changes on a yearly basis. The major funding source in 2009 was the State government at 57.2%, the Federal government at 41.3%, and the City contributing 1.5% of total funding. In 2010, the share of funding from the State government will remain the same; the Federal government will remain the same and the Local government will increase 0.1%.

### Capital Equipment

For 2010, there are no capital items budgeted.

### Five Year Financial Forecast

The 2011-2015, 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 2011-2015 Financial Forecast (in 000's)

	2011	2012	2013	2014	2015
Revenues	\$12,683,428	\$12,683,428	\$12,683,428	\$12,683,428	\$12,683,428
Expenditures	<u>12,683,428</u>	<u>12,683,428</u>	<u>12,683,428</u>	<u>12,683,428</u>	<u>12,683,428</u>
Excess (Deficit)	0	0	0	0	0
Beginning Balance	0	0	0	0	0
Ending Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

# Human Services

## Performance Measures

	2007 Actual	2008 Actual	2009 Estimate	2010 Projection
Clients receiving weatherization assistance	155	155	459	450
Individual Development Accounts	40	25	0	0
Households Receiving Energy Assistance	9,906	9,906	16,000	9,900
Head Start program enrollment	669	653	624	724
Homeless Prevention clients served	1,870	1,900	2,435	2,800
Lead Abatement - GLO	34	0	46	12
Summer Food Program	2,500	3,000	4,400	4,900

# Human Services

## Personnel Review

<b>HUMAN SERVICES</b>				
<b>BENEFITS AND SALARIES</b>		<b>2009</b>	<b>2010</b>	<b>INCREASE/ (DECREASE)</b>
<b>SALARY</b>		<b>BUDGET</b>	<b>BUDGET</b>	
PERMANENT		\$3,835,548	\$4,178,121	\$342,573
TEMPORARY		8,200	8,200	0
MERIT		53,583	0	(53,583)
SALARY ADJUSTMENT		(26,877)	0	26,877
SALARY SAVINGS		0	0	0
<b>TOTAL SALARIES</b>		<b><u>\$3,870,454</u></b>	<b><u>\$4,186,321</u></b>	<b><u>\$315,867</u></b>
<b>BENEFITS</b>				
IMRF		\$661,151	\$843,153	\$182,002
UNEMPLOYMENT TAX		121,153	127,678	6,525
WORKMEN'S COMP		25,156	23,143	(2,013)
HEALTH INSURANCE		1,094,756	1,327,898	233,142
RETIREE HEALTH INSURANCE		7,667	7,667	0
LIFE INSURANCE		7,079	7,634	555
PARKING		3,120	3,120	0
<b>TOTAL BENEFITS</b>		<b><u>\$1,920,082</u></b>	<b><u>\$2,340,293</u></b>	<b><u>\$420,211</u></b>
<b>TOTAL COMPENSATION</b>		<b><u>\$5,790,536</u></b>	<b><u>\$6,526,614</u></b>	<b><u>\$736,078</u></b>
<b>POSITION TITLE</b>	<b>POSTION RANGE</b>	<b>2009 EMPLOYEES</b>	<b>2010 EMPLOYEES</b>	<b>INCREASE/ (DECREASE)</b>
EXECUTIVE DIRECTOR OF HUMAN SERVICES	E-14	1.00	1.00	0.00
HEADSTART DIRECTOR	E-11	0.96	1.00	0.04
ADMIN & SUPPORT SERVICES MGR	E-9	0.96	1.00	0.04
FAMILY & COMMUNITY PARTNERSHIP MGR	E-9	0.96	1.00	0.04
CHILD DEVELOPMENT MANAGER	E-9	0.96	1.00	0.04
CSBG DIRECTOR	E-9	1.00	1.00	0.00
ENERGY PROGRAMS MANAGER	E-9	1.00	1.00	0.00
SITE MANAGER	E-8	2.88	3.00	0.12
FISCAL OFFICER	E-7	1.00	1.00	0.00
HEALTH SERVICES MANAGER	E-7	0.96	1.00	0.04
SPECIAL NEEDS/MENTAL HEALTH CO EX	E-7	0.94	1.00	0.06
ADMINISTRATIVE COORDINATOR	E-7	1.00	1.00	0.00
WEATHERIZATION SPECIALIST	E-6	2.00	5.00	3.00
FAMILY RESOURCE WORKER	AF	7.90	8.13	0.23
HOUSING ADVOCATE	E-6	1.00	2.00	1.00
CSBG PROGRAM COORDINATOR	E-6	1.00	1.00	0.00
RECRUITMENT/ENROLLMENT SPECIALIST	E-6	0.94	1.00	0.06
OUTREACH WORKER	E-6	5.00	5.00	0.00
ENERGY SPECIALIST	E-6	3.00	4.00	1.00
TRANSPORTATION SPECIALIST	E-6	0.94	0.98	0.04
CS DRUG FREE COORDINATOR	E-6	1.00	1.00	0.00
CS HOMELESS COORDINATOR	E-6	1.00	1.00	0.00
HEAD TEACHER	AF	12.35	12.55	0.20
HOME VISITOR TEACHER	AF	1.56	1.54	(0.02)
SENIOR ACCOUNT CLERK	E-5	3.00	3.00	0.00
TRAINING COORDINATOR	E-5	0.94	1.00	0.06
ADMINISTRATIVE ASSISTANT	E-5	1.00	1.00	0.00
SENIOR OFFICE ASSISTANT	E-4	2.96	4.00	1.04
HEALTH TECHNICIAN	AF	0.98	1.00	0.02
ASSISTANT TEACHER	AF	12.00	12.23	0.23
PREVENTION PROGRAM SPECIALIST	E-3	1.00	1.00	0.00
PROGRAM DATA SPECIALIST	E-3	0.98	1.00	0.02
MAINTENANCE/REPAIR TECHNICIAN	SAFETY	0.98	1.00	0.02
OFFICE ASSISTANT	AF	4.00	5.00	1.00
OFFICE ASSISTANT	E-3	1.00	0.00	(1.00)
BUS DRIVER	AF	8.40	8.27	(0.13)
COOK AIDE	AF	2.18	2.16	(0.02)
<b>TOTAL PERSONNEL</b>		<b><u>90.75</u></b>	<b><u>97.86</u></b>	<b><u>7.11</u></b>

# 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 2009, 1,970 city patients were served (2008 – 1,709, 2007 – 1,914, 2006 – 1,317, 2005 – 1,267, 2004 – 1,551). City patients have been 86% of the caseload for 2009 (2008 – 86%, 2007 – 82%, 2006 – 80%, 2005 – 80%, 2004 – 75%).

## Budget Summary

<b>TUBERCULOSIS SANITARIUM BUDGET SUMMARY</b>						
<b>APPROPRIATION</b>	2008 <u>ACTUAL</u>	2009 <u>BUDGET</u>	2009 <u>ACTUAL</u>	2010 <u>BUDGET</u>	INCREASE (DECREASE)	
CONTRACTUAL	\$155,575	\$185,600	\$153,233	152,700	(32,900)	
OTHER	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL	<u>\$155,575</u>	<u>\$185,600</u>	<u>\$153,233</u>	<u>\$152,700</u>	<u>(\$32,900)</u>	
<b>FUNDING SOURCE</b>			2009 <u>TOTAL</u>	2009 <u>PERCENTAGE</u>	2010 <u>TOTAL</u>	2010 <u>PERCENTAGE</u>
PROPERTY TAXES						
TUBERCULOSIS SANITARIUM			\$183,746	99.6	\$151,175	100.0
SERVICE CHARGES			0	0.0	0	0.0
INTEREST INCOME			<u>800</u>	<u>0.4</u>	<u>0</u>	<u>0.0</u>
TOTAL			<u>\$184,546</u>	<u>100.0</u>	<u>\$151,175</u>	<u>100.0</u>

## Budget Analysis

The 2010 budget of \$152,700 is \$32,900 (17.7%) less than the 2009 budget amount of \$185,600. 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 \$98,440 for 2003, \$139,257 for 2004, \$136,649 for 2005, \$116,590 for 2006, \$157,850 for 2007, and \$155,575 for 2008.

# Tuberculosis Sanitarium Fund

## Five Year Financial Forecast

The 2011-2015 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 eight-tenths of a cent during this time period.

### TUBERCULOSIS SANITARIUM FUND 2011-2015 FINANCIAL FORECAST (IN 000'S)

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Revenues	\$161	\$169	\$177	\$185	\$194
Expenditures	<u>160</u>	<u>168</u>	<u>177</u>	<u>186</u>	<u>195</u>
Excess (Deficit)	<u>1</u>	<u>1</u>	<u>0</u>	<u>(1)</u>	<u>(1)</u>
Beginning Balance	<u>46</u>	<u>37</u>	<u>28</u>	<u>19</u>	<u>8</u>
Ending Balance	<u>\$47</u>	<u>\$38</u>	<u>\$28</u>	<u>\$18</u>	<u>\$7</u>
Rate (Cents)	0.8	0.8	0.8	0.8	0.9
expense/ending balance	29.4	22.6	15.8	9.7	3.6

# **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.

# Rockford Public Library

## 2009 Accomplishments →

- Opened new East Branch Library
- Opened Young Adult Zone at Downtown Library
- Restructured library operations after dramatic budget cuts

## 2010 Goals and Objectives →

- Prepare new strategic plan for RPL
- Run a balanced budget
- Migrate to a single-point promotional print piece for the library.

## Budget Summary

ROCKFORD PUBLIC LIBRARY BUDGET SUMMARY					
APROPRIATION	2008 ACTUAL	2009 BUDGET	2009 ACTUAL	2010 BUDGET	INCREASE (DECREASE)
PERSONNEL	\$4,869,389	\$5,387,777	\$5,209,515	\$4,380,288	(\$1,007,489)
CONTRACTUAL	1,433,793	1,657,204	1,237,073	1,500,346	(156,858)
SUPPLIES	1,227,290	1,282,901	1,171,820	1,250,957	(31,944)
OTHER	85,534	100,360	53,672	82,120	(18,240)
INTEREST	228,868	254,769	249,769	250,560	(4,209)
CAPITAL	3,890,877	206,469	516,676	277,762	71,293
ENCUMBRANCE	0	0	0	0	0
TOTAL	\$11,735,751	\$8,889,480	\$8,438,525	\$7,742,032	(\$1,147,447)

STAFFING REVIEW	2007	2008	2009	2010	INCREASE (DECREASE)
EMPLOYEES	131	137	151	107	(44.00)
FULL-TIME EQUIVALENT	103.20	109.20	114.83	82.00	(32.83)

FUNDING SOURCE	2009 AMOUNT	2009 PERCENTAGE	2010 AMOUNT	2010 PERCENTAGE
PROPERTY TAXES				
LIBRARY OPERATIONS	\$6,246,370	70.8	\$6,246,370	78.6
LIBRARY MAINTENANCE	412,618	4.7	412,618	5.2
ADJUSTMENTS, INT 3, TAX CAP	0	0.0	0	0.0
FRINGE BENEFIT REIMBURSEMENTS	653,037	7.4	20,000	0.3
REPLACEMENT TAXES	859,800	9.7	775,900	9.8
FINES	189,750	2.1	189,700	2.4
NON-RESIDENT FEES	18,500	0.2	18,500	0.2
SERVICE CHARGES	29,600	0.3	28,800	0.4
RENTS AND REIMBURSEMENTS	1,000	0.0	1,500	0.0
INTEREST INCOME/ENDOWMENTS	150,000	1.7	75,000	0.9
STATE OF ILLINOIS	182,000	2.1	152,000	1.9
MISCELLANEOUS	83,000	0.9	26,500	0.3
TOTAL	\$8,825,675	100.0	\$7,946,888	100.0

# Rockford Public Library

## **Budget Analysis**

The 2010 budget of \$7,742,032 is a \$1,147,500 (31.2%) decrease from the 2009 budget. Personnel costs decreased \$1,007,500 overall. Layoffs and unfilled vacancies account for the decrease, with staffing reduced by nearly 33 full time equivalent positions.

Contractual services decreased \$156,900 overall. A number of decreases occurred, including printing at \$21,100, postage at \$7,900, service contracts at \$15,200, utilities at \$60,000, building maintenance at \$42,200, building rental at \$13,600, and auditing at \$7,000. These decreases were offset by increases in miscellaneous contractual (\$8,100) and credit card service fees (\$1,500). Reductions were made to meet lower revenue projections for 2010.

Supplies decreased \$31,900, with a number of adjustments. The overall spending for new library materials is unchanged from 2009. Reductions occur in small tools (\$6,500), clothing (\$5,500), office supplies (\$11,250) and equipment (\$12,900).

Other expenses decreased \$18,240, in group programs. Capital expenditures increase \$71,300.

In 2009, actual expenditures were \$8,438,525, or 94.9% 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 2011-2015 Financial Forecast (In 000's)**

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Revenues	\$7,782	\$7,789	\$8,377	\$8,594	\$9,038
Expenses	<u>7,722</u>	<u>8,072</u>	<u>8,439</u>	<u>8,823</u>	<u>9,225</u>
Excess (Deficit)	<u>60</u>	<u>(283)</u>	<u>(62)</u>	<u>(229)</u>	<u>(187)</u>
Beginning Balance	2,800	2,860	2,577	2,515	2,286
Ending Balance	<u>\$2,860</u>	<u>\$2,577</u>	<u>\$2,515</u>	<u>\$2,286</u>	<u>\$2,099</u>

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

## **Capital Equipment**

Capital items total \$277,762 for 2010, an increase of \$71,300 over 2009. Expenditures for 2010 include \$208,762 in building improvements at the Main Library and various branches, \$30,000 for replacement of a maintenance vehicle, \$10,000 for office equipment, \$22,000 for computer software, and \$7,000 for computer hardware.

# Rockford Public Library

<b>CAPITAL EQUIPMENT ROCKFORD PUBLIC LIBRARY 2010 BUDGET</b>			
<u>Description</u>	<u>Cost Center</u>	<u>Account</u>	<u>Amount</u>
3RD FLOOR BATHROOM	1850-MAINTENANCE	79911	\$10,000
IT RENOVATION		79911	50,000
COMPUTER TRAINING ROOM		79911	2,800
CARPET TILES MAIN/ROCK RIVER		79911	145,962
MAINTENANCE VAN		79922	30,000
MICROFICHE MACHINE	1764-ITS	79920	10,000
WEBSITE EBLAST SOFTWARE		79927	12,000
CHILLER COMPUTER CIRCUIT		79927	10,000
SERVERS		79928	7,000
<b>TOTAL CURRENT CAPITAL EQUIPMENT</b>			<b><u>\$277,762</u></b>

## Personnel Review

<b>ROCKFORD PUBLIC LIBRARY</b>							
<b>BENEFITS AND SALARIES</b>		<b>2009</b>	<b>2010</b>	<b>INCREASE/ (DECREASE)</b>			
<b>SALARY</b>		<b>BUDGET</b>	<b>BUDGET</b>	<b>(DECREASE)</b>			
PERMANENT		\$4,074,700	\$3,051,046	(\$1,023,654)			
TEMPORARY		25,000	20,000	(5,000)			
SEVERANCE PAY		<u>20,000</u>	<u>150,000</u>	<u>130,000</u>			
<b>TOTAL SALARIES</b>		<b><u>\$4,119,700</u></b>	<b><u>\$3,221,046</u></b>	<b><u>(\$898,654)</u></b>			
<b>BENEFITS</b>							
ILLINOIS MUNICIPAL RETIREMENT		\$700,349	\$650,006	(\$50,343)			
UNEMPLOYMENT TAX		10,000	100,000	90,000			
WORKMEN'S COMPENSATION		14,588	11,583	(3,005)			
HEALTH INSURANCE		525,990	376,489	(149,501)			
LIFE INSURANCE		2,750	2,444	(306)			
PARKING BENEFITS		<u>14,400</u>	<u>18,720</u>	<u>4,320</u>			
<b>TOTAL BENEFITS</b>		<b><u>\$1,268,077</u></b>	<b><u>\$1,159,242</u></b>	<b><u>(\$108,835)</u></b>			
<b>TOTAL COMPENSATION</b>		<b><u>\$5,387,777</u></b>	<b><u>\$4,380,288</u></b>	<b><u>(\$1,007,489)</u></b>			
<b>POSITION TITLE</b>	<b>POSTION RANGE</b>	<b>2009 FTE</b>	<b>2009 EMPLOYEES</b>	<b>2010 FTE</b>	<b>2010 EMPLOYEES</b>	<b>FTE CHANGE</b>	<b>INCREASE/ (DECREASE)</b>
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	1.00	1	0.00	0.00
ASSISTANT MANAGER-CIRCULATION	E-32	1.00	1	1.00	0	0.00	(1.00)
PROGRAM OFFICER	E-32	1.00	1	1.00	1	0.00	0.00
ASSISTANT MANAGER-ADULT SERVICES	E-32	1.00	1	0.00	0	(1.00)	(1.00)
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	4	0.00	0.00
MANAGER-COLLECTIONS	E-29	1.00	1	0.00	0	(1.00)	(1.00)
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	2.00	2	2.00	2	0.00	0.00
PERSONNEL OFFICER	E-26	1.00	1	1.00	1	0.00	0.00
INFORMATION TECHNOLOGY TECHNICIAN	E-26	1.50	1	0.50	1	(1.00)	0.00
INFORMATION TECHNOLOGY ASST	E-26	1.00	1	1.00	1	0.00	0.00
FINANCE/PAYROLL ASSISTANT	E-25	1.00	1	1.00	1	0.00	0.00
ADMINISTRATIVE CLERK	E-21	1.00	2	0.50	1	(0.50)	(1.00)
COMMUNITY RELATIONS ASSISTANT	E-21	1.00	1	1.00	1	0.00	0.00
COMMUNITY RELATIONS CLERK	E-20	0.75	1	1.00	1	0.25	0.00
PROGRAM COORDINATOR		3.00	4	3.00	4	0.00	0.00
LIBRARIAN		12.00	12	6.00	6	(6.00)	(6.00)
LIBRARIAN ASSISTANT		22.12	27	16.00	19	(6.12)	(8.00)
SENIOR LIBRARY CLERK		1.00	1	1.00	1	0.00	0.00
LIBRARY CLERK		31.46	47	21.50	33	(9.96)	(14.00)
MAINTENANCE ASSISTANT		3.00	3	2.00	2	(1.00)	(1.00)
PAGE COORDINATOR		0.50	1	0.50	1	0.00	0.00
SENIOR PAGE		1.50	3	1.50	3	0.00	0.00
PAGES		<u>12.00</u>	<u>24</u>	<u>6.50</u>	<u>13</u>	<u>(5.50)</u>	<u>(11.00)</u>
<b>TOTAL PERSONNEL</b>		<b><u>114.83</u></b>	<b><u>151</u></b>	<b><u>83.00</u></b>	<b><u>107</u></b>	<b><u>(31.83)</u></b>	<b><u>(44.00)</u></b>

# 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	2008 ACTUAL	2009 BUDGET	2009 ACTUAL	2010 BUDGET	INCREASE (DECREASE)
CONTRACTUAL	\$1,421,400	\$1,524,000	\$1,524,000	\$1,524,000	\$0
TOTAL	\$1,421,400	\$1,524,000	\$1,524,000	\$1,524,000	\$0
FUNDING SOURCE	2009 AMOUNT		2009 PERCENTAGE	2010 AMOUNT	2010 PERCENTAGE
GENERAL REVENUES	\$1,524,000		100.0	\$1,524,000	100.0
TOTAL	\$1,524,000		100.0	\$1,524,000	100.0

## Budget Analysis

The 2010 RMTD budget, July 1, 2009, to June 30, 2010, proposes spending \$12,542,000, an increase of \$1,552,800 (14.7%) from the 2009 budget and an increase of \$340,200 (2.9%) over the 2008 actual. Increases in personnel, contractual, supplies, and other expenses account for the increase.

The revenue estimate for 2010 is \$1,488,650 more than the 2009 budget and \$401,950 greater than the 2008 actual due to state and local funding increases. The federal contribution decreases \$682,200 (5.6%) and the state subsidy increases \$1,916,100 (63.4%) from the 2009 actual. Operating revenue from the District, estimated at \$1,287,800. Overall, District revenues account for 11% of the necessary funding with the remaining \$10,895,931 (89%) 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 \$0.80 to \$1.00 in 1996.

ROCKFORD MASS TRANSIT CITY SUBSIDY 2011-2015 FINANCIAL FORECAST (IN 000'S) (CITY FISCAL YEAR)					
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
CITY SUBSIDY	\$1,620	\$1,670	\$1,720	\$1,770	\$1,770

ROCKFORD MASS TRANSIT CITY SUBSIDY 2011-2015 FINANCIAL FORECAST (IN 000'S) (RMTD FISCAL YEAR)					
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
REVENUES					
FEDERAL	\$1,414	\$1,439	\$1,464	\$1,464	\$1,464
STATE	7,137	7,385	7,643	7,909	8,186
LOCAL	468	484	501	519	537
CITY	1,945	2,043	2,147	2,148	2,149
OTHER	<u>164</u>	<u>166</u>	<u>168</u>	<u>168</u>	<u>168</u>
	<u>11,128</u>	<u>11,517</u>	<u>11,923</u>	<u>12,208</u>	<u>12,504</u>
DISTRICT	<u>1,202</u>	<u>1,238</u>	<u>1,275</u>	<u>1,313</u>	<u>1,352</u>
	<u>12,330</u>	<u>12,755</u>	<u>13,198</u>	<u>13,521</u>	<u>13,856</u>
EXPENDITURES	<u>12,977</u>	<u>13,428</u>	<u>13,896</u>	<u>14,380</u>	<u>14,883</u>
EXCESS(DEFICIT)	<u>(647)</u>	<u>(673)</u>	<u>(698)</u>	<u>(859)</u>	<u>(1,027)</u>
BEGINNING BALANCE	<u>1,620</u>	<u>1,271</u>	<u>873</u>	<u>421</u>	<u>18</u>
ENDING BALANCE	<u>\$973</u>	<u>\$598</u>	<u>\$175</u>	<u>(\$438)</u>	<u>(\$1,009)</u>

# Rockford Mass Transit District Subsidy

## Performance Measurements

### Rockford Mass Transit District Ridership 1988-2007

RMTD_FY	Daytime			Evening			Paratransit		
	Ridership	Change	% Change	Ridership	Change	% Change	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	1,654,386	252,472	18.0%		(96,276)	-100.0%		(76,396)	-100.0%