

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

2010 Accomplishments →

- 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 units/persons continued to expand during 2010.
- Homeless Prevention services were provided to 1,267 households in 2010.
- Awarded additional funding for Rental Housing Support Program adding another 36 units of affordable housing in market rate properties owned and managed by private landlords. The program now provides a total of 125 units.
- Condemnation relocation services have been provided to 16 families through December 2010.
- The Energy Division assisted 686 individuals in receiving credits for a total of \$355,104.42 under the ComEd Hardship reconnection Assistance Program.
- The Summer Food Program served 3,890 children through summer 2010.
- 1,003 persons participated in intensive case management from January through December 2010.
- 667 children and families participated in Head Start during the 2009/2010 school year.
- 113 children/pregnant women were enrolled in Early Head Start through December 2010.
- Positive change continued to be measured in the beliefs and behaviors regarding the use of ATOD (alcohol, tobacco, and other drugs) by youth and children as measured by the IL Youth Survey.
- Several area communities implemented BASSET (Beverage Alcohol Sellers and Servers Education and Training) ordinances in support of efforts to reduce underage alcohol purchases as measured by alcohol compliance checks.
- Head Start health, dental, and nutrition treatment results continued to improve significantly during the 2009/2010 school year.
- A new partnership with RAEDC (Rockford Area Economic Development Council) was developed focusing on aligning economic development and anti-poverty efforts.
- Support of truancy reduction efforts and education/community alignment was provided through staff involvement and funding.

Human Services

2011 Goals and Objectives →

- Maintain and expand housing support, case management, and crisis assistance services in keeping with the Mayors' Task Force 10 Year Plan and the annual CSBG Plan.
- Launch a housing resource center.
- Weatherize approximately 500 homes.
- Participate in the roll out of the Percentage of Income Payment Plan (PIPP) as an alternative to LIHEAP.
- Serve approximately 780 Head Start and Early Head Start eligible families.
- Develop and implement a process for tracking Head Start children's post-program educational progress as a means of assessing and improving program outcomes in collaboration with District 205 and ISBE (Illinois State Board of Education).
- Increase the number of community sites taking energy assistance applications from four to at least 17.
- Participate in Alignment Rockford committees and other efforts to address improvement of local education outcomes.
- Continue to support initiatives on alignment of early care and education and seek resources to better support a comprehensive systems approach.
- Explore options for and participate in efforts to better align planning and coordination of work force, economic development, and housing and human services.
- Implement the state Eligibility Intake data base system to better coordinate service delivery and planning functions of the Department.
- 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.
- Maintain and expand support of community gardens, SWEEP and other neighborhood based improvement strategies.
- Continue to improve Head Start and community health and nutrition outcomes and services.
- Continue to prioritize case management and support self sufficiency.

Human Services

Budget Summary

HUMAN SERVICES BUDGET SUMMARY					
APPROPRIATION	2009 <u>ACTUAL</u>	2010 <u>BUDGET</u>	2010 <u>ACTUAL</u>	2011 <u>BUDGET</u>	INCREASE <u>(DECREASE)</u>
PERSONNEL	\$6,341,176	\$6,526,614	\$6,994,773	\$6,613,506	\$86,892
CONTRACTUAL	\$2,517,799	1,774,324	2,821,627	2,891,529	1,117,205
SUPPLIES	\$1,771,581	754,342	1,724,475	754,302	(40)
OTHER	\$8,145,522	4,239,301	9,624,183	4,750,326	511,025
INTEREST	\$0	0	0	0	0
CAPITAL	\$239,928	0	275,659	0	0
TOTAL	\$19,016,006	\$13,294,581	\$21,440,718	\$15,009,663	\$1,715,082

STAFFING REVIEW	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	INCREASE <u>(DECREASE)</u>
TOTALS	91	91.00	98.00	99.00	1.00

FUNDING SOURCE	2010 <u>AMOUNT</u>	2010 <u>PERCENTAGE</u>	2011 <u>AMOUNT</u>	2011 <u>PERCENTAGE</u>
FEDERAL	\$5,233,930	41.3	\$7,288,080	51.6
STATE	7,252,832	57.2	6,630,237	47.0
GENERAL REVENUES	196,666	1.6	196,666	1.4
	<u>\$12,683,428</u>	<u>100.0</u>	<u>\$14,114,983</u>	<u>100.0</u>

Budget Analysis

The 2011 budget is \$15,009,663, which is an increase of \$1,715,082 (12.9%) from the previous year. Personnel costs are greater than last year due to an increase in Head Start and Weatherization staffing (\$87,000). Increases include permanent salaries (\$30,000), health insurance (\$23,500), IMRF (\$18,000), retiree health insurance (\$8,400), workers' compensation (\$5,500), and unemployment (\$1,300).

Contractual expenses increased \$1,117,205. Risk management (\$10,300) and microcomputer (\$1,500) were the only accounts to decrease. Major increases include other contractual services (\$558,000), building rental (\$25,000), vehicle repairs (\$27,000), fuel (\$7,900), telephone expenses (\$2,000), education and training (\$501,500), janitorial contract (\$2,400) and auditing (\$5,000). These increases are the result of the additional federal ARRA funding for a number of programs.

Supply expenses decreased slightly in office supplies.

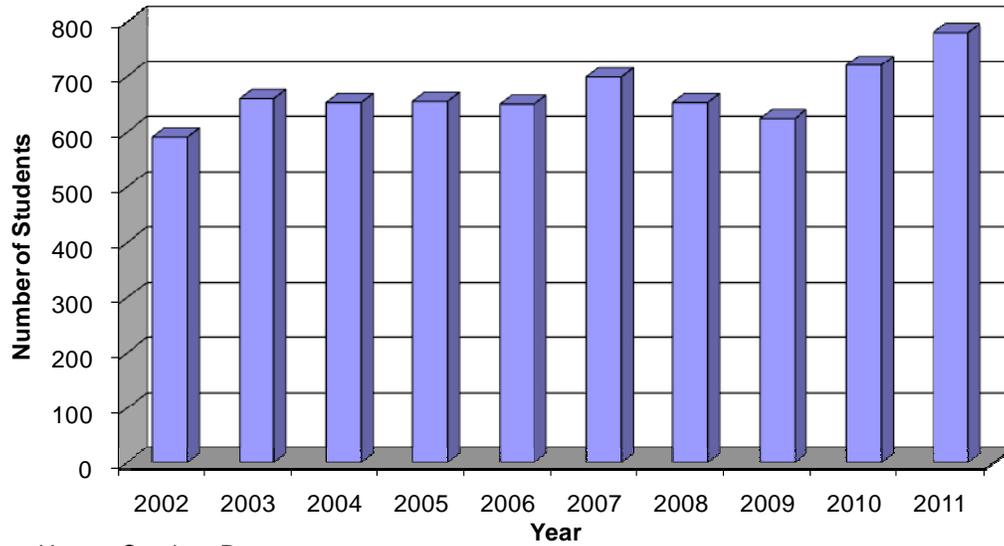
Other expenses increased \$511,025. Increases include homeless prevention (\$212,000), rental assistance (\$202,000), down payment assistance (\$48,000), emergency energy assistance (\$21,000), shelter assistance (\$20,000), and essential services (\$9,000). These expenses all reflect direct services provided to the community.

In 2010, the Human Services Department spent \$21,440,718. 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

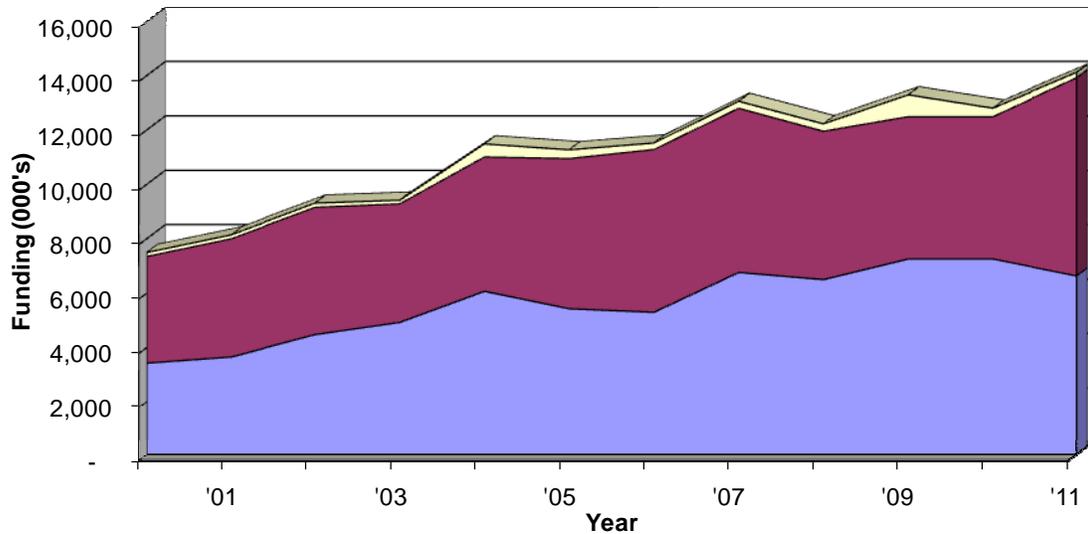


Source: Human Services Department

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 2010, the Human Services Department provided the program to over 721 children. The program projects an enrollment of 780 in 2011.

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 2010 was the State government at 57.2%, the Federal government at 41.3%, and the City contributing 1.5% of total funding. In 2011, funding from the Federal government is expected to increase over \$2 million, while State funding is expected to drop \$622,000. The City's contribution will remain unchanged.

Capital Equipment

For 2011, no capital items are budgeted.

Five Year Financial Forecast

The 2012-2016, 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 2012-2016 Financial Forecast (in 000's)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Revenues	\$14,114,983	\$14,114,983	\$14,114,983	\$14,114,983	\$14,114,983
Expenditures	<u>14,114,983</u>	<u>14,114,983</u>	<u>14,114,983</u>	<u>14,114,983</u>	<u>14,114,983</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

	2008 Actual	2009 Actual	2010 Actual	2011 Estimate
Clients receiving weatherization assistance	155	459	459	500
Individual Development Accounts	25	0	0	0
Households Receiving Energy Assistance	9,906	16,000	13,000	16,000
Head Start program enrollment	653	624	721	780
Homeless Prevention clients served	1,900	2,435	1,267	2,800
Lead Abatement - GLO	0	46	46	0
Summer Food Program	3,000	4,400	4,400	3,890

Human Services

Personnel Review

HUMAN SERVICES				
BENEFITS AND SALARIES		2010	2011	INCREASE/ (DECREASE)
SALARY		BUDGET	BUDGET	
PERMANENT		\$4,178,121	\$4,208,309	\$30,188
TEMPORARY		8,200	8,200	0
MERIT		0	0	0
SALARY ADJUSTMENT		0	0	0
SALARY SAVINGS		0	0	0
TOTAL SALARIES		\$4,186,321	\$4,216,509	\$30,188
BENEFITS				
IMRF		\$843,153	\$861,020	\$17,867
UNEMPLOYMENT TAX		127,678	129,042	1,364
WORKMEN'S COMP		23,143	28,651	5,508
HEALTH INSURANCE		1,327,898	1,351,376	23,478
RETIREE HEALTH INSURANCE		7,667	16,068	8,401
LIFE INSURANCE		7,634	7,720	86
PARKING		3,120	3,120	0
TOTAL BENEFITS		\$2,340,293	\$2,396,997	\$56,704
TOTAL COMPENSATION		\$6,526,614	\$6,613,506	\$86,892
POSITION TITLE	POSITION RANGE	2010 EMPLOYEES	2011 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	0.00	1.00	1.00
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	1.00	0.00
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	1.00	0.00
WEATHERIZATION SPECIALIST	E-6	5.00	4.00	(1.00)
FAMILY RESOURCE WORKER	AF	8.13	8.40	0.27
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	4.00	0.00
TRANSPORTATION SPECIALIST	E-6	0.98	1.00	0.02
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	12.55	11.70	(0.85)
HOME VISITOR TEACHER	AF	1.54	1.56	0.02
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	1.00	0.00
SENIOR OFFICE ASSISTANT	E-4	4.00	5.00	1.00
HEALTH TECHNICIAN	AF	1.00	0.98	(0.02)
ASSISTANT TEACHER	AF	12.23	12.02	(0.21)
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	5.00	4.75	(0.25)
OFFICE ASSISTANT	E-3	0.00	0.00	0.00
BUS DRIVER	AF	8.27	9.20	0.93
COOK AIDE	AF	2.16	2.37	0.21
TOTAL PERSONNEL		98.00	98.98	0.98

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 2010, 2,040 city patients were served (2009 – 1,970, 2008 – 1,709, 2007 – 1,914, 2006 – 1,317, 2005 – 1,267, 2004 – 1,551). City patients have been 88% of the caseload for 2010 (2009 – 86%, 2008 – 86%, 2007 – 82%, 2006 – 80%, 2005 – 80%, 2004 – 75%).

Budget Summary

TUBERCULOSIS SANITARIUM BUDGET SUMMARY					
APPROPRIATION	2009 <u>ACTUAL</u>	2010 <u>BUDGET</u>	2010 <u>ACTUAL</u>	2011 <u>BUDGET</u>	INCREASE (DECREASE)
CONTRACTUAL	\$153,233	\$152,700	\$131,459	160,300	7,600
OTHER	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	<u>\$153,233</u>	<u>\$152,700</u>	<u>\$131,459</u>	<u>\$160,300</u>	<u>\$7,600</u>
FUNDING SOURCE	2010		2011		
	<u>TOTAL</u>	<u>PERCENTAGE</u>	<u>TOTAL</u>	<u>PERCENTAGE</u>	
PROPERTY TAXES					
TUBERCULOSIS SANITARIUM	\$151,175	100.0	\$158,697	100.0	
SERVICE CHARGES	0	0.0	0	0.0	
INTEREST INCOME	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	
TOTAL	<u>\$151,175</u>	<u>100.0</u>	<u>\$158,697</u>	<u>100.0</u>	

Budget Analysis

The 2011 budget of \$160,300 is \$7,600 (4.9%) more than the 2010 budget of \$152,700. 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, \$155,575 for 2008, \$153,233 for 2009, and \$131,459 for 2010.

Tuberculosis Sanitarium Fund

Five Year Financial Forecast

The 2012-2016 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 2012-2016 FINANCIAL FORECAST (IN 000'S)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Revenues	\$169	\$177	\$185	\$194	\$204
Expenditures	<u>168</u>	<u>177</u>	<u>186</u>	<u>195</u>	<u>205</u>
Excess (Deficit)	<u>1</u>	<u>0</u>	<u>(1)</u>	<u>(1)</u>	<u>(1)</u>
Beginning Balance	<u>37</u>	<u>28</u>	<u>19</u>	<u>8</u>	<u>(4)</u>
Ending Balance	<u>\$38</u>	<u>\$28</u>	<u>\$18</u>	<u>\$7</u>	<u>(\$5)</u>
Rate (Cents)	0.9	0.9	0.9	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.

2010 Accomplishments →

- Prepared new strategic plan.
- Reduced hours, laid off employees, and restructured library operations to meet the demands of budget cuts.

Rockford Public Library

- Established the Rockford Public Library Explorer, a single-point promotional piece for the library.

2011 Goals and Objectives →

- Successfully implement a new union contract.
- Continue to run a balanced budget.
- Expand digital holdings, including ebook, online audiobook, and online music files

Budget Summary

ROCKFORD PUBLIC LIBRARY BUDGET SUMMARY					
APPROPRIATION	2009 <u>ACTUAL</u>	2010 <u>BUDGET</u>	2010 <u>ACTUAL</u>	2011 <u>BUDGET</u>	INCREASE <u>(DECREASE)</u>
PERSONNEL	\$5,209,514	\$4,322,068	\$4,186,898	\$4,291,644	(\$30,424)
CONTRACTUAL	1,237,073	1,373,802	1,112,277	1,609,529	235,727
SUPPLIES	1,171,820	1,275,012	1,202,265	1,313,502	38,490
OTHER	303,441	188,120	50,480	57,350	(130,770)
INTEREST	0	125,560	244,644	248,575	123,015
CAPITAL	516,676	265,173	58,388	350,400	85,227
ENCUMBRANCE	0	0	0	0	0
TOTAL	<u>\$8,438,524</u>	<u>\$7,549,735</u>	<u>\$6,854,952</u>	<u>\$7,871,000</u>	<u>\$321,265</u>

STAFFING REVIEW	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	INCREASE <u>(DECREASE)</u>
EMPLOYEES	137	151	107	108	1.00
FULL-TIME EQUIVALENT	109.20	114.83	82.00	84.50	2.50

FUNDING SOURCE	2010 <u>AMOUNT</u>	2010 <u>PERCENTAGE</u>	2011 <u>AMOUNT</u>	2011 <u>PERCENTAGE</u>
PROPERTY TAXES				
LIBRARY OPERATIONS	\$6,246,370	78.6	\$6,835,200	81.0
LIBRARY MAINTENANCE	412,618	5.2	427,200	5.1
ADJUSTMENTS, INT 3, TAX CAP	0	0.0	0	0.0
FRINGE BENEFIT REIMBURSEMENTS	20,000	0.3	20,000	0.2
REPLACEMENT TAXES	775,900	9.8	620,000	7.3
FINES	189,700	2.4	193,490	2.3
NON-RESIDENT FEES	18,500	0.2	18,870	0.2
SERVICE CHARGES	28,800	0.4	28,860	0.3
RENTS AND REIMBURSEMENTS	1,500	0.0	1,500	0.0
INTEREST INCOME/ENDOWMENTS	75,000	0.9	117,232	1.4
STATE OF ILLINOIS	152,000	1.9	152,000	1.8
MISCELLANEOUS	<u>26,500</u>	<u>0.3</u>	<u>26,500</u>	<u>0.3</u>
TOTAL	<u>\$7,946,888</u>	<u>100.0</u>	<u>\$8,440,852</u>	<u>100.0</u>

Rockford Public Library

Budget Analysis

The 2011 budget of \$7,871,000 is a \$321,265 (4.3%) increase from the 2010 budget. Personnel costs decreased \$30,424 overall mainly due to a decrease in unemployment tax (\$110,000) and IMRF expense (\$5,400). These decreases were offset by increases to health insurance (\$70,600), salaries (\$4,700), temporary staffing expenses (\$5,000) and severance pay (\$4,500).

Contractual services increased \$235,727 overall. A number of increases occurred, including telephone at \$82,100, postage at \$2,700, service contracts at \$147,300, advertising at \$3,700, utilities at \$26,000, building maintenance at \$11,000, building rental at \$3,200, professional fees at \$12,300 and education at \$5,700. These increases were offset by decreases in printing (\$41,400), travel (\$2,800), legal fees (\$10,000) and miscellaneous contractual (\$4,700).

Supplies increased \$38,490, with a number of adjustments. The overall spending for new library materials slightly decreased from 2010 (\$20,800), as well as equipment expenses (\$7,400). Increases occurred in small tools (\$16,800), clothing (\$5,500), office supplies (\$14,100) and computer expenses (\$30,200).

Other expenses decreased \$130,770, in group programs. Capital expenditures increase \$85,227.

In 2010, actual expenditures were \$6,854,952, or 90.8% 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 2012-2016 Financial Forecast (In 000's)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Revenues	\$7,778	\$8,365	\$8,581	\$9,024	\$9,255
Expenses	<u>8,072</u>	<u>8,439</u>	<u>8,823</u>	<u>9,225</u>	<u>9,647</u>
Excess (Deficit)	<u>(294)</u>	<u>(74)</u>	<u>(242)</u>	<u>(201)</u>	<u>(392)</u>
Beginning Balance	2,860	2,566	2,492	2,250	2,049
Ending Balance	<u>\$2,566</u>	<u>\$2,492</u>	<u>\$2,250</u>	<u>\$2,049</u>	<u>\$1,657</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 \$350,400 for 2011, an increase of \$85,227 over 2010. Expenditures for 2011 include \$86,660 in building improvements at the Main Library and various branches, \$40,780 for a telephone messaging system, \$16,390 for new microfilm readers, \$170,070 for radio frequency identification and technology improvements at all locations, \$21,500 for computer software, and \$15,000 for computer hardware.

CAPITAL EQUIPMENT ROCKFORD PUBLIC LIBRARY 2011 BUDGET			
<u>Description</u>	<u>Cost Center</u>	<u>Account</u>	<u>Amount</u>
ADA BATHROOM-3RD FLOOR MAIN	1850-MAINTENANCE	79911	\$10,000
TUBELITE THERMAL WINDOWS		79911	76,660
MICROSOFT UPGRADES	1764-ITS	79927	6,500
WEBSITE EBLAST SOFTWARE		79927	10,000
SERVERS		79928	15,000
MOBILE A PPLICATION		79927	5,000
TELEPHONE MESSAGING SYSTEM		79928	40,780
MICROFILM READERS		79928	16,390
RADIO FREQUENCY IDENTIFICATION		79928	70,000
TECHNOLOGY IMPROVEMENTS		79928	100,070
TOTAL CURRENT CAPITAL EQUIPMENT			<u>\$350,400</u>

Rockford Public Library

Personnel Review

ROCKFORD PUBLIC LIBRARY							
BENEFITS AND SALARIES		2010	2011	INCREASE/			
SALARY		BUDGET	BUDGET	(DECREASE)			
PERMANENT		\$3,051,046	\$3,055,819	\$4,773			
TEMPORARY		20,000	25,000	5,000			
SEVERANCE PAY		65,500	70,000	4,500			
TOTAL SALARIES		\$3,136,546	\$3,150,819	\$14,273			
BENEFITS							
ILLINOIS MUNICIPAL RETIREMENT		\$650,006	\$644,656	(\$5,350)			
UNEMPLOYMENT TAX		135,000	25,000	(110,000)			
WORKMEN'S COMPENSATION		11,583	12,021	438			
HEALTH INSURANCE		376,489	447,148	70,659			
LIFE INSURANCE		2,444	2,000	(444)			
PARKING BENEFITS		10,000	10,000	0			
TOTAL BENEFITS		\$1,185,522	\$1,140,825	(\$44,697)			
TOTAL COMPENSATION		\$4,322,068	\$4,291,644	(\$30,424)			
PERSONNEL							
POSITION TITLE	POSTION	2010	2010	2011	2011	FTE	INCREASE/
	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	1.00	1	0.00	0.00
ASSISTANT MANAGER-CIRCULATION	E-32	0.00	0	0.00	0	0.00	0.00
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	4	0.00	0.00
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	2.00	2	1.00	1	(1.00)	(1.00)
PERSONNEL OFFICER	E-26	1.00	1	1.00	1	0.00	0.00
INFORMATION TECHNOLOGY TECHNICIAN	E-26	0.50	1	1.00	1	0.50	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	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		3.00	4	4.00	5	1.00	1.00
LIBRARIAN		6.00	6	7.00	7	1.00	1.00
LIBRARIAN ASSISTANT		16.00	19	16.00	19	0.00	0.00
SENIOR LIBRARY CLERK		1.00	1	1.00	1	0.00	0.00
LIBRARY CLERK		21.50	33	21.00	30	(0.50)	(3.00)
MAINTENANCE ASSISTANT		2.00	2	2.00	2	0.00	0.00
PAGE COORDINATOR		0.50	1	0.00	0	(0.50)	(1.00)
SENIOR PAGE		1.50	3	1.00	2	(0.50)	(1.00)
PAGES		6.50	13	9.00	18	2.50	5.00
TOTAL PERSONNEL		82.00	107	84.50	108	2.50	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					
	2009	2010	2010	2011	INCREASE
APPROPRIATION	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>(DECREASE)</u>
CONTRACTUAL	<u>\$1,524,000</u>	<u>\$1,524,000</u>	<u>\$1,524,000</u>	<u>\$1,524,000</u>	<u>\$0</u>
TOTAL	<u>\$1,524,000</u>	<u>\$1,524,000</u>	<u>\$1,524,000</u>	<u>\$1,524,000</u>	<u>\$0</u>
FUNDING SOURCE		2010	2010	2011	2011
		<u>AMOUNT</u>	<u>PERCENTAGE</u>	<u>AMOUNT</u>	<u>PERCENTAGE</u>
GENERAL REVENUES		<u>\$1,524,000</u>	<u>100.0</u>	<u>\$1,524,000</u>	<u>100.0</u>
TOTAL		<u>\$1,524,000</u>	<u>100.0</u>	<u>\$1,524,000</u>	<u>100.0</u>

Budget Analysis

The 2011 RMTD budget, July 1, 2010, to June 30, 2011, proposes spending \$13,866,043, an increase of \$1,112,737 (7.0%) from the 2010 budget and an increase of \$517,926 (3.9%) over the 2009 actual. Increases in personnel, contractual, supplies, and other expenses account for the increase.

The revenue estimate for 2011 is \$923,101 more than the 2010 budget and \$89,951 greater than the 2009 actual due to state and local funding increases. The federal contribution decreases \$67,648 (8.9%) and the state subsidy increases \$1,000,950 (12.8%) from the 2010 actual. 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 2012-2016 FINANCIAL FORECAST (IN 000'S) (CITY FISCAL YEAR)					
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
CITY SUBSIDY	\$1,670	\$1,720	\$1,770	\$1,820	\$1,880

ROCKFORD MASS TRANSIT CITY SUBSIDY 2012-2016 FINANCIAL FORECAST (IN 000'S) (RMTD FISCAL YEAR)					
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
REVENUES					
FEDERAL	\$761	\$854	\$953	\$1,060	\$1,060
STATE	9,419	9,843	10,289	10,754	11,242
LOCAL	417	431	447	463	479
CITY	1,745	1,798	1,854	1,912	2,085
OTHER	<u>102</u>	<u>106</u>	<u>110</u>	<u>114</u>	<u>118</u>
	<u>12,444</u>	<u>13,032</u>	<u>13,653</u>	<u>14,303</u>	<u>14,984</u>
DISTRICT	<u>1,647</u>	<u>1,697</u>	<u>1,748</u>	<u>1,800</u>	<u>1,854</u>
	<u>14,091</u>	<u>14,729</u>	<u>15,401</u>	<u>16,103</u>	<u>16,838</u>
EXPENDITURES	<u>14,491</u>	<u>15,143</u>	<u>15,829</u>	<u>16,545</u>	<u>17,295</u>
EXCESS(DEFICIT)	<u>(400)</u>	<u>(414)</u>	<u>(428)</u>	<u>(442)</u>	<u>(457)</u>
BEGINNING BALANCE	<u>1,900</u>	<u>1,752</u>	<u>1,649</u>	<u>1,540</u>	<u>1,423</u>
ENDING BALANCE	<u>\$1,500</u>	<u>\$1,338</u>	<u>\$1,221</u>	<u>\$1,098</u>	<u>\$966</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%