

TOWN OF CORTLAND
Town Hall
59 S. Somonauk Road
Cortland, IL 60112
BOARD OF TRUSTEES
Town Board Meeting
Monday
February 13, 2023
7:00 P.M.

- I. Call to Order / Pledge of Allegiance / Roll Call
- II. Approval of Agenda
- III. Public Wishing to Speak
- IV. Unfinished Business for Discussion
Discussion regarding proposed amendment to Employee Handbook regarding alteration of Holiday Schedule
- V. New Business for Discussion and Possible Action
 - A. An Ordinance to Repeal Ordinance 1980-7 "Chapter 4, Amusements, Article B. Raffles" of the Cortland Town Code *(This Ordinance, if passed, will repeal Chapter 4, Amusements, Article B. Raffles within the Cortland Town Code which would eliminate Town licensing of raffles, which will revert to County)*
 - B. A Resolution Approving the Allocation of Funds and Entering into a Joint Funding Agreement with IDOT For Somonauk Road *(This Resolution, if passed, will authorize expenditure of the Town's portion of funding for Somonauk Road resurfacing)*
 - C. Motion the Authorize the Mayor to Execute a Joint Funding Agreement for State Let Construction Work
 - D. A Resolution approving General Maintenance under the Illinois Highway Code 23-00000-00-GM in the amount of \$85,000 *(This Resolution, if passed, will approve using MFT funds for sealcoating in NeuCort Lakes subdivision)*
 - E. Approve an Estimate for General Maintenance under the Illinois Highway Code 23-00000-00-GM in the amount of \$79,674 *(estimate of MFT funds for seal coating project in NeuCort Lakes subdivision)*
 - F. Motion to Ratify the Authorization of Application for Zoning Variance *(Letter for Mr. Kapu Aluli from owner of land (Town of Cortland) to allow applicant to petition for variances on town owned property; 86 S. Somonauk Rd.)*
 - G. Motion to Approve and Authorize Mayor and Engineer to submit a Grant Application to Dekalb County Community Foundation and provide an accompanying letter of support in the amount of \$19,231 for ADA play equipment at McPhillips Park

H. Motion to Confirm Mayor's Appointment of the following individuals to the Planning Commission

Lexi Bowers to fill an unexpired term to expire May 2024

Joelle Morken to fill an unexpired term to expire May 2025

Alex Haughee to fill a vacant seat to expire May 2026

Vicky Torres to fill a vacant seat to expire May 2026

I. Discussion only-Presentation of 2022 Draft Comprehensive Plan

VI. Parks Advisory Committee Report

VII. Comments

VIII. Department Head Reports

IX. Mayor's Report

X. Adjournment

**TOWN OF CORTLAND
DEKALB COUNTY, ILLINOIS**

**TOWN OF CORTLAND
ORDINANCE NO. 2023-XX**

**AN ORDINANCE TO REPEAL ORDINANCE 1980-7 “CHAPTER 4, AMUSEMENTS,
ARTICLE B. RAFFLES” OF THE CORTLAND TOWN CODE**

**ADOPTED BY THE
MAYOR AND BOARD OF TRUSTEES
OF THE TOWN OF CORTLAND**

This ____ day of February 2023

Effective date: February ___, 2023

Published in pamphlet form by the authority of the Mayor and Board of Trustees of the Town of Cortland, DeKalb County, Illinois, this ____ day of February 2023.

ORDINANCE 2023-XX

AN ORDINANCE TO REPEAL ORDINANCE 1980-7 “CHAPTER 4, AMUSEMENTS, ARTICLE B. RAFFLES” OF THE CORTLAND TOWN CODE

(Termination of the Town of Cortland’s Raffle Ordinance)

WHEREAS, the Board of Trustees of the Town of Cortland, Illinois, has determined that it is in the best interest of the citizens of the Town of Cortland to repeal Ordinance 1980-7 within the Town of Cortland; and

WHEREAS, on January 12, 1981, the Town adopted Ordinance 1980-7, “Raffle Ordinance,” which created the rules and licensing of raffles within the Town of Cortland; and

WHEREAS, Raffle Permits are issued by DeKalb County in the absence of an ordinance from the municipality.

NOW THEREFORE BE IT ORDAINED by the Board of Trustees of the Town of Cortland, Illinois, as follows:

Section 1:

ARTICLE B. RAFFLES

SECTION:

~~3-4B-1: License Required; Application~~

~~3-4B-2: Fee; Bond~~

~~3-4B-3: Conditions of License~~

~~3-4B-4: Denial of License; Appeal~~

~~3-4B-5: Violation; Revocation of License~~

~~3-4B-1: LICENSE REQUIRED; APPLICATION:~~ No person shall conduct raffles or chances without having first obtained a license therefor pursuant to this Article and also in accordance with Public Act 81-1365. Individual raffles may be licensed upon proper application to the Town Clerk by use of application forms available at said office.

~~3-4B-2: FEE; BOND:~~ No fee shall be assessed for each application processed under this Article, and a personal bond by the raffle manager shall be made on the application in an amount of twice the value of the prizes to be awarded at said raffle.

~~3-4B-3: CONDITIONS OF LICENSE:~~ All raffles conducted in the Town shall be in accordance with 230 Illinois Compiled Statutes 15/1, 15/2, 15/3, 15/4, 15/5 and 15/6.

~~**3-4B-4: DENIAL OF LICENSE; APPEAL:** Any person who shall be denied a license may appeal to the Town Board by informing the Town Clerk of the desire to appeal and by appearing at the next regular or special meetings of the Town Board.~~

~~**3-4B-5: VIOLATION; REVOCATION OF LICENSE:** Any violation of this Article or Public Act 81-1365 shall result in a revocation of any license issued pursuant to this Article in addition to any other penalties provided by law.~~

Section 2. The words “Repealed effective at _____ on February ___, 2023,” shall be substituted in the Cortland Town Code in place of the aforementioned text bearing strikeouts.

Section 3. Effective at _____ on February ___, 2023, the Town of Cortland shall cease the issuance of all raffle licenses.

Section 4. Any raffle license that has been issued prior to February ___, 2023, shall remain in full force and effect until its expiration date.

Section 5. Notwithstanding anything to the contrary contained in this Ordinance, the Town of Cortland shall retain such records pertaining to and/or created by, for or on behalf of any raffle licensee in compliance with the laws of the State of Illinois concerning the retention and destruction of local governmental records.

Section 6. Those sections, paragraphs, and provisions of the Town Code that are not expressly amended or repealed by this Ordinance are hereby re-enacted, and it is expressly declared to be the intention of this Ordinance not to repeal or amend any portions of the Cortland Town Code other than those expressly set forth as amended or repealed in this Ordinance. The invalidity of any section or provision of this Ordinance hereby passed and approved shall not invalidate other sections or provisions thereof.

Section 7. Severability and Repeal of Inconsistent Ordinances. If any section, paragraph, clause, or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance. All Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 8. Effective Date. This Ordinance shall be in full force and effect after its passage and publication as provided by law.

PASSED BY THIS BOARD OF TRUSTEES of the Town of Cortland, Illinois, at a regular meeting thereof held on the ____ day of February 2023 and approved by me as Mayor on the same day.

AYE:

NAY:

ABSENT:

Mark Pietrowski, Mayor

ATTEST:

Cheryl Aldis, Town Clerk



Town of Cortland

Agenda Request

Item 3.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☒ **RESOLUTION** ☐ **ORDINANCE** ☐ **INFORMATION** ☐ **OTHER**

DATE PREPARED: 02/07/23

FOR MEETING ON: 02/13/23

DESCRIPTION/TITLE: A RESOLUTION APPROVING THE ALLOCATION OF FUNDS AND ENTERING INTO A JOINT FUNDING AGREEMENT WITH IDOT FOR SOMONAUK ROAD

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION FOR MAYOR TO EXECUTE RESOLUTION (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD APPROVE THE RESOLUTION

STATEMENT OF SUMMARY: THE RESOLUTION ALLOWS FOR THE ALLOCATION OF TOWN FUNDS FOR THE LOCAL MATCHING SHARE OF THE SOMONAUK ROAD PROJECT AND ALSO AUTHORIZES THE MAYOR TO EXECUTE THE JOINT FUNDING AGREEMENT

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

f:\engineering and zoning\2023\board reports\021323 board meeting agenda items\agenda request - resolution for somonauk road allocation and signature.doc

RESOLUTION 2023-__**A Resolution for:****Section No: 21-00008-00-RS****Job No.: C-93-007-22****Project No.: CR2A(892)****A RESOLUTION APPROVING THE ALLOCATION OF FUNDS AND ENTERING INTO A JOINT FUNDING AGREEMENT WITH IDOT FOR SOMONAUK ROAD**

WHEREAS the Town of Cortland is proposing to resurface Somonauk Road from Illinois Route 38 to North Avenue; and

WHEREAS the above stated improvement will necessitate the use of funding provided through the Illinois Department of Transportation (IDOT) and the Town of Cortland involving the use of matching funds under this joint funding agreement (hereinafter, "AGREEMENT").

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Board of Trustees of the Town of Cortland, DeKalb County, Illinois, as follows:

Section 1: That the Mayor and Board of Trustees hereby approve the allocation of such funds as may be needed to match IDOT funding, for the purpose completing the proposed Somonauk Road improvements in accordance with Group Exhibit "A" describing said road improvement project, attached hereto and incorporated herein. All Town matching funds shall be drawn from Town funding sources which may include Tax Increment Financing (TIF) District funds, with the total of Town matching funds not to exceed \$129,000. Should it be necessary, the Town may undertake to supplement such matching funds through separate Resolution if circumstances so require.

Section 2: That the Mayor is hereby authorized to execute an AGREEMENT with IDOT to facilitate all details associated with the above referenced Somonauk Road project.

Section 3: That the Town acknowledges that a copy of this Resolution shall be incorporated into the AGREEMENT, as Attachment 3 thereof.

Section 4: That the Town Clerk is directed to transmit four (4) originals of the AGREEMENT and this Resolution to IDOT District 3 Bureau of Local Roads and Streets after passage and execution of the appropriate documents.

PASSED by the Board of Trustees of the Town of Cortland, DeKalb County, Illinois, at its regular Board meeting held on February 13th, 2023.

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Mayor on the 13th day of February 2023.

(SEAL)

Mark Pietrowski, Mayor

ATTEST:

Cheryl Aldis, Town Clerk



LOCAL PUBLIC AGENCY

| | | | |
|---------------------|----------------------------|----------------|----------------|
| Local Public Agency | County | Section Number | |
| Town of Cortland | DeKalb | 21-00008-00-RS | |
| Fund Type | ITEP, SRTS, HSIP Number(s) | MPO Name | MPO TIP Number |
| STU | N/A | DSATS | 2022-H-280 |

Construction

| | |
|------------------|----------------|
| State Job Number | Project Number |
| C-93-007-22 | CR2A(892) |

☒ Construction on State Letting ☒ Construction Engineering ☐ Utilities ☐ Railroad Work

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "LPA" and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LPA jointly propose to improve the designated location as described below. The improvement shall be consulted in accordance with plans prepared by, or on behalf of the LPA and approved by the STATE using the STATE's policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

LOCATION

| | | | | |
|------------------------|-----------|----------|------------|------|
| Local Street/Road Name | Key Route | Length | Stationing | To |
| Somonauk Road | FAU 5363 | 0.59 mi. | From 4.61 | 5.20 |

Location Termini

| |
|------------------------|
| North Avenue to ILL 38 |
|------------------------|

| | | |
|----------------------|------------------------------|--------------|
| Current Jurisdiction | Existing Structure Number(s) | Add Location |
| Town of Cortland | N/A | Remove |

PROJECT DESCRIPTION

This project consists of a standard overlay with Hot-Mix Asphalt Surface Removal, 3" and placement of one 1 1/2" lift of Hot-Mix Asphalt Binder Course, N70 and one 1 1/2" lift of Hot Mix Asphalt Surface Course, Mix "D", N70, and other incidental work.

LOCAL PUBLIC AGENCY APPROPRIATION - REQUIRED FOR STATE LET CONTRACTS

By execution of this Agreement the LPA attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the LPA share of project costs. A copy of the authorizing resolution or ordinance is attached as an addendum.

METHOD OF FINANCING - (State-Let Contract Work Only)

Check One

☐ METHOD A - Lump Sum (80% of LPA Obligation _____)

Lump Sum Payment - Upon award of the contract for this improvement, the LPA will pay the STATE within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the LPA's estimated obligation incurred under this agreement. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

☐ METHOD B - _____ Monthly Payments of _____ due by the _____ of each successive month.

Monthly Payments - Upon award of the contract for this improvement, the LPA will pay to the STATE a specified amount each month for an estimated period of months, or until 80% of the LPA's estimated obligation under the provisions of the agreement has been paid. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

☒ METHOD C - LPA's Share \$120,000.00 divided by estimated total cost multiplied by actual progress payment.

Progress Payments - Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the LPA will pay to the STATE within thirty (30) calendar days of receipt, an amount equal to the LPA's share of the construction cost divided by the estimated total cost multiplied by the actual payment (appropriately adjust for nonparticipating costs) made to the contractor until the entire obligation incurred under this agreement has been paid.



Failure to remit the payment(s) in a timely manner as required under Methods A, B, or C shall allow the **STATE** to internally offset, reduce, or deduct the arrearage from any payment or reimbursement due or about to become due and payable from the **STATE** to the **LPA** on this or any other contract. The **STATE** at its sole option, upon notice to the **LPA**, may place the debit into the Illinois Comptroller's Offset System (15 ILCS 405/10.05) or take such other and further action as may be required to recover the debt.

THE LPA AGREES:

1. To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, the **STATE**, and the **FHWA** if required.
2. To provide for all utility adjustments and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Public Agency Highway and Street Systems.
3. To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
4. To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, a jurisdictional addendum is required.
5. To maintain or cause to be maintained the completed improvement (or that portion within its jurisdiction as established by addendum referred to in item 4 above) in a manner satisfactory to the **STATE** and the **FHWA**.
6. To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
7. To maintain for a minimum of 3 years after final project close out by the **STATE**, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract. The contract and all books, records, and supporting documents related to the contract shall be available for review and audit by the Auditor General and the **STATE**. The **LPA** agrees to cooperate fully with any audit conducted by the Auditor General, the **STATE**, and to provide full access to all relevant materials. Failure to maintain the books, records, and supporting documents required by this section shall establish presumption in favor of the **STATE** for recovery of any funds paid by the **STATE** under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
8. To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
9. To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.
10. To provide or cause to be provided all of the initial funding, equipment, labor, material, and services necessary to complete locally administered portions of the project.
11. (Railroad Related Work) The **LPA** is responsible for the payment of the railroad related expenses in accordance with the LPA/ railroad agreement prior to requesting reimbursement from the **STATE**. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets Office. Engineer's Payment Estimates shall be in accordance with the Division of Cost.
12. Certifies to the best of its knowledge and belief that it's officials:
 - a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - c. are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - d. have not within a three-year period preceding the agreement had one or more public transactions (Federal, State, Local) terminated for cause or default.
13. To include the certifications, listed in item 12 above, and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
14. That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.
15. That for agreements exceeding \$100,000 in federal funds, execution of this agreement constitutes the LPA's certification that:

- a. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or any employee of a member of congress in connection with the awarding of any federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
 - b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress or an employee of a member of congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard form - LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
 - c. The LPA shall require that the language of this certification be included in the award documents for all subawards (including subcontracts, subgrants and contracts under grants, loans, and cooperative agreements), and that all subrecipients shall certify and disclose accordingly
16. To regulate parking and traffic in accordance with the approved project report.
 17. To regulate encroachments on public rights-of-way in accordance with current Illinois Compiled Statutes.
 18. To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with the current Illinois Compiled Statutes.

THE STATE AGREES:

1. To provide such guidance, assistance, and supervision to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Title II and III Requirements.
2. To receive bids for construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement after receipt of a satisfactory bid.
3. To provide all initial funding and payments to the contractor for construction work let by the **STATE**. The **LPA** will be invoiced for their share of contract costs per the method of payment selected under Method of Financing based on the Division of Costs shown on Addendum 2.
4. For agreements with federal and/or state funds in construction engineering, utility work and/or railroad work:
 - a. To reimburse the **LPA** for federal and/or state share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payments by the **LPA**;
 - b. To provide independent assurance sampling and furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors for steel, cement, aggregate, structural steel, and other materials customarily tested by the **STATE**.

IT IS MUTUALLY AGREED:

1. Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Buy America provisions
2. That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this agreement.
3. This agreement shall be binding upon the parties, their successors, and assigns.
4. For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT - assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT - assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.). In the absence of a USDOT - approved **LPA** DBE Program or on **state** awarded contracts, this agreement shall be administered under the provisions of the **STATE'S** USDOT approved Disadvantaged Business Enterprise Program.
5. In cases where the **STATE** is reimbursing the **LPA**, obligation of the **STATE** shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable federal funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
6. All projects for the construction of fixed works which are financed in whole or in part with funds provided by this agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of the act exempt its application.

FISCAL RESPONSIBILITIES:

1. **Reimbursement Requests:** For reimbursement requests the **LPA** will submit supporting documentation with each invoice.



Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, personnel and direct cost summaries, and other documentation supporting the requested reimbursement amount (Form BLR 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.

2. **Financial Integrity Review and Evaluation (FIRE) program:** **LPA's** and the **STATE** must justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months. To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.
3. **Final Invoice:** The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of work or from the date of the previous invoice, whichever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed. Form BLR 05613 (Engineering Payment Record) is required to be submitted with the final invoice for engineering projects.
4. **Project Closeout:** The **LPA** shall provide the final report to the appropriate **STATE** district office within twelve (12) months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve (12) months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
5. **Project End Date:** The period of performance (end date) for state and federal obligation purposes is five (5) years for projects under \$1,000,000 or seven (7) years for projects over \$1,000,000 from the execution date of the agreement.

Requests for time extensions and joint agreement amendments must be received and approved prior to expiration of the project end date. Failure to extend the end date may result in the immediate close-out of the project and loss of further funding.

6. **Single Audit Requirements:** If the **LPA** expends \$750,000 or more a year in federal financial assistance, they shall have an audit made in accordance with 2 CFR 200. **LPA's** expending less than \$750,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the **STATE** (IDOT's Office of Internal Audit, Room 201, 2300 South Dirksen Parkway, Springfield, Illinois, 62764) within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year. The CFDA number for all highway planning and construction activities is 20.205. Federal funds utilized for construction activities on projects let and awarded by the **STATE** (federal amounts shown as "Participating Construction" on Addendum 2) are not Included in a **LPA's** calculation of federal funds expended by the **LPA** for Single Audit purposes..
7. **Federal Registration:** **LPA's** are required to register with the System for Award Management or SAM, which is a web-enabled government-wide application that collects, validates, stores, and disseminates business Information about the federal government's trading partners in support of the contract award and the electronic payment processes. To register or renew, please use the following website: <https://www.sam.gov/SAM/>
8. **Required Uniform Reporting:** For work not included on a state letting, the Grant Accountability and Transparency Act (30 ILCS 708) requires a uniform reporting of expenditures. Uniform reports of expenditures shall be reported no less than quarterly using IDOT's BoBS 2832 form available on IDOT's web page under the "Resources" tab. Additional reporting frequency may be required based upon specific conditions or legislation as listed In the accepted Notice of State Award (NOSA). Specific conditions are based upon the award recipient/grantee's responses to the Fiscal and Administrative Risk Assessment (ICQ) and the Programmatic Risk Assessment (PRA)..

NOTE: Under the terms of the Grant Funds Recovery Act (30 ILCS 705/4.1), "Granter agencies may withhold or suspend the distribution of grant funds for failure to file requirement reports" if the report is more than 30 calendar days delinquent, without any approved written explanation by the grantee, the entity will be placed on the Illinois Stop Payment List. (Refer to the Grantee Compliance Enforcement System for detail about the Illinois Stop Payment List: <https://www.illinois.gov/sites/GATA/Pages/ResourceLibrary.aspx>)

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this agreement.

| | | |
|-------------------------------------|----|------------------|
| <input checked="" type="checkbox"/> | 1. | Location Map |
| <input checked="" type="checkbox"/> | 2. | Division of Cost |
| <input checked="" type="checkbox"/> | 3. | Resolution* |
| <input type="checkbox"/> | 4. | |

*Appropriation and signature authority resolution must be in effect on, or prior to, the execution date of the agreement.



The **LPA** further agrees as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this agreement and all Addenda indicated above.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

Mark Pietrowski

Title of Official

Mayor

Signature

Date

The above signature certifies the agency's TIN number is

370993176 conducting business as a Governmental Entity.

DUNS Number 168818953

APPROVED

State of Illinois
Department of Transportation

Omer Osman, P.E., Secretary of Transportation

Date

By:

George A. Tapas, P.E., S.E., Engineer of Local Roads & Streets

Date

Stephen M. Travia, P.E., Director of Highways PI/Chief Engineer

Date

Yangsu Kim, Chief Counsel

Date

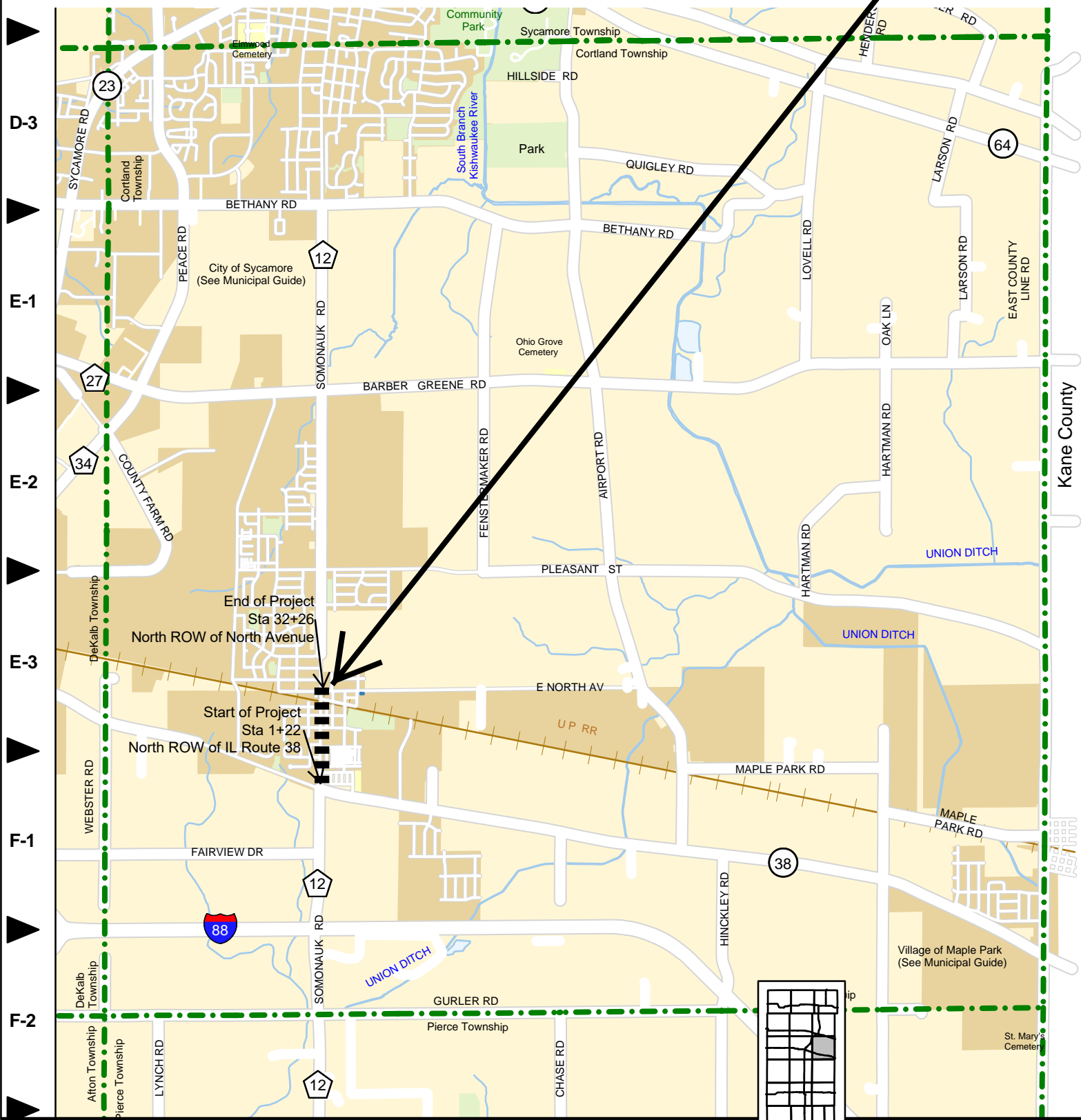
Vicki Wilson, Chief Fiscal Officer


Date

NOTE: A resolution authorizing the local official (or their delegate) to execute this agreement and appropriation of local funds is required to be attached as an addendum. The resolution must be approved prior to, or concurrently with, the execution of this agreement. If BLR 09110 or BLR 09120 are used to appropriate local matching funds, attach these forms to the signature authorization resolution.

☐ Please check this box to open a fillable Resolution Form within this Addenda.

Somonauk Road Resurfacing Project Location Map





 DeKalb County Government
 Information Management Office
 110 E Sycamore Street
 Sycamore, IL 60178
 815-895-1643
 view at www.dekalbcounty.org

Cortland Township
 Pop. 10,968

ADDENDA NUMBER 2

| | | | | |
|---------------------|--------|-----------------|------------------|----------------|
| Local Public Agency | County | Section Number | State Job Number | Project Number |
| Town of Cortland | DeKalb | 21-000008-00-RS | C-93-007-22 | CR2A(892) |

DIVISION OF COST

| Type of Work | Federal Funds | | | State Funds | | | Local Public Agency | | | Totals |
|----------------------------|---------------|--------------|-----|-------------|--------|---|---------------------|--------------|--------------|--------------|
| | Fund Type | Amount | % | Fund Type | Amount | % | Fund Type | Amount | % | |
| Participating Construction | STU | \$480,000.00 | 80% | | | | Local | \$120,000.00 | 20% | \$600,000.00 |
| Construction Engineering | STU | \$36,000.00 | 80% | | | | Local | \$9,000.00 | 20% | \$45,000.00 |
| | | | | | | | | | | |
| | | | | | | | | | | |
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| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Total | | \$516,000.00 | | Total | | | Total | | \$129,000.00 | \$645,000.00 |

If funding is not a percentage of the total place an asterisk (*) in the space provided for the percentage and explain below:

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final **LPA** share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

ADDENDA NUMBER 2

| | | | | |
|---------------------|--------|----------------|------------------|----------------|
| Local Public Agency | County | Section Number | State Job Number | Project Number |
| Town of Cortland | DeKalb | 21-00008-00-RS | C-93-007-22 | CR2A(892) |

Sample Resolution

RESOLUTION No: _____

A Resolution for:

Section No: _____
 Job No.: _____
 Project No.: _____

WHEREAS, the [city, village, town, county] of _____ is proposing to _____.

WHEREAS, the above stated improvement will necessitate the use of funding provided through the Illinois Department of Transportation (IDOT); and signee

WHEREAS, the use of these funds requires a joint funding agreement (AGREEMENT) with IDOT; and

WHEREAS, the improvement requires matching funds; and

NOW, THEREFORE, be it resolved by the {Board} :

Section 1: The {Board} hereby appropriates \$ _____, _____ or as much as may be needed to match the required funding to complete the proposed improvement from {Local fund source} _____ and furthermore agree to pass a supplemental resolution if necessary to appropriate additional funds for completion of the project.

Section 2: The {Local Official or delegate} _____ is hereby authorized to execute an AGREEMENT with IDOT for the above-mentioned project.

Section 3: This resolution will become Attachment 3 of the AGREEMENT.

Section 4: The _____ Clerk of _____ is directed to transmit 3 (three) copies of the AGREEMENT and Resolution to IDOT District _____ Bureau of Local Roads and Streets.

I, _____, Clerk in and for _____, Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the forgoing to be a true, perfect and complete copy of the resolution approved by the _____ at its meeting on the _____ day of _____, 20____.



Town of Cortland

Agenda Request

Item 4.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☐ ORDINANCE ☐ INFORMATION ☒ OTHER

DATE PREPARED: 02/07/23

FOR MEETING ON: 02/13/23

DESCRIPTION/TITLE: A JOINT FUNDING AGREEMENT FOR STATE LET CONSTRUCTION WORK

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD APPROVE THE AGREEMENT

STATEMENT OF SUMMARY: THE AGREEMENT SPECIFIES FINANCIAL AND SCOPE OBLIGATIONS BY THE TOWN AND IDOT FOR THE SOMONAUK ROAD PROJECT

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

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LOCAL PUBLIC AGENCY

| | | | |
|---------------------|----------------------------|----------------|----------------|
| Local Public Agency | County | Section Number | |
| Town of Cortland | DeKalb | 21-00008-00-RS | |
| Fund Type | ITEP, SRTS, HSIP Number(s) | MPO Name | MPO TIP Number |
| STU | N/A | DSATS | 2022-H-280 |

Construction

| | |
|------------------|----------------|
| State Job Number | Project Number |
| C-93-007-22 | CR2A(892) |

☒ Construction on State Letting ☒ Construction Engineering ☐ Utilities ☐ Railroad Work

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "LPA" and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LPA jointly propose to improve the designated location as described below. The improvement shall be consulted in accordance with plans prepared by, or on behalf of the LPA and approved by the STATE using the STATE's policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

LOCATION

| | | | | |
|------------------------|-----------|----------|------------|------|
| Local Street/Road Name | Key Route | Length | Stationing | To |
| Somonauk Road | FAU 5363 | 0.59 mi. | From 4.61 | 5.20 |

Location Termini

| |
|------------------------|
| North Avenue to ILL 38 |
|------------------------|

| | | |
|----------------------|------------------------------|--------------|
| Current Jurisdiction | Existing Structure Number(s) | Add Location |
| Town of Cortland | N/A | Remove |

PROJECT DESCRIPTION

This project consists of a standard overlay with Hot-Mix Asphalt Surface Removal, 3" and placement of one 1 1/2" lift of Hot-Mix Asphalt Binder Course, N70 and one 1 1/2" lift of Hot Mix Asphalt Surface Course, Mix "D", N70, and other incidental work.

LOCAL PUBLIC AGENCY APPROPRIATION - REQUIRED FOR STATE LET CONTRACTS

By execution of this Agreement the LPA attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the LPA share of project costs. A copy of the authorizing resolution or ordinance is attached as an addendum.

METHOD OF FINANCING - (State-Let Contract Work Only)

Check One

☐ METHOD A - Lump Sum (80% of LPA Obligation _____)

Lump Sum Payment - Upon award of the contract for this improvement, the LPA will pay the STATE within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the LPA's estimated obligation incurred under this agreement. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

☐ METHOD B - _____ Monthly Payments of _____ due by the _____ of each successive month.

Monthly Payments - Upon award of the contract for this improvement, the LPA will pay to the STATE a specified amount each month for an estimated period of months, or until 80% of the LPA's estimated obligation under the provisions of the agreement has been paid. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

☒ METHOD C - LPA's Share \$120,000.00 divided by estimated total cost multiplied by actual progress payment.

Progress Payments - Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the LPA will pay to the STATE within thirty (30) calendar days of receipt, an amount equal to the LPA's share of the construction cost divided by the estimated total cost multiplied by the actual payment (appropriately adjust for nonparticipating costs) made to the contractor until the entire obligation incurred under this agreement has been paid.



Failure to remit the payment(s) in a timely manner as required under Methods A, B, or C shall allow the **STATE** to internally offset, reduce, or deduct the arrearage from any payment or reimbursement due or about to become due and payable from the **STATE** to the **LPA** on this or any other contract. The **STATE** at its sole option, upon notice to the **LPA**, may place the debit into the Illinois Comptroller's Offset System (15 ILCS 405/10.05) or take such other and further action as may be required to recover the debt.

THE LPA AGREES:

1. To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, the **STATE**, and the **FHWA** if required.
2. To provide for all utility adjustments and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Public Agency Highway and Street Systems.
3. To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
4. To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, a jurisdictional addendum is required.
5. To maintain or cause to be maintained the completed improvement (or that portion within its jurisdiction as established by addendum referred to in item 4 above) in a manner satisfactory to the **STATE** and the **FHWA**.
6. To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
7. To maintain for a minimum of 3 years after final project close out by the **STATE**, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract. The contract and all books, records, and supporting documents related to the contract shall be available for review and audit by the Auditor General and the **STATE**. The **LPA** agrees to cooperate fully with any audit conducted by the Auditor General, the **STATE**, and to provide full access to all relevant materials. Failure to maintain the books, records, and supporting documents required by this section shall establish presumption in favor of the **STATE** for recovery of any funds paid by the **STATE** under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
8. To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
9. To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.
10. To provide or cause to be provided all of the initial funding, equipment, labor, material, and services necessary to complete locally administered portions of the project.
11. (Railroad Related Work) The **LPA** is responsible for the payment of the railroad related expenses in accordance with the LPA/ railroad agreement prior to requesting reimbursement from the **STATE**. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets Office. Engineer's Payment Estimates shall be in accordance with the Division of Cost.
12. Certifies to the best of its knowledge and belief that it's officials:
 - a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - c. are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - d. have not within a three-year period preceding the agreement had one or more public transactions (Federal, State, Local) terminated for cause or default.
13. To include the certifications, listed in item 12 above, and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
14. That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.
15. That for agreements exceeding \$100,000 in federal funds, execution of this agreement constitutes the LPA's certification that:



- a. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or any employee of a member of congress in connection with the awarding of any federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
 - b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress or an employee of a member of congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard form - LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
 - c. The LPA shall require that the language of this certification be included in the award documents for all subawards (including subcontracts, subgrants and contracts under grants, loans, and cooperative agreements), and that all subrecipients shall certify and disclose accordingly
16. To regulate parking and traffic in accordance with the approved project report.
 17. To regulate encroachments on public rights-of-way in accordance with current Illinois Compiled Statutes.
 18. To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with the current Illinois Compiled Statutes.

THE STATE AGREES:

1. To provide such guidance, assistance, and supervision to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Title II and III Requirements.
2. To receive bids for construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement after receipt of a satisfactory bid.
3. To provide all initial funding and payments to the contractor for construction work let by the **STATE**. The **LPA** will be invoiced for their share of contract costs per the method of payment selected under Method of Financing based on the Division of Costs shown on Addendum 2.
4. For agreements with federal and/or state funds in construction engineering, utility work and/or railroad work:
 - a. To reimburse the **LPA** for federal and/or state share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payments by the **LPA**;
 - b. To provide independent assurance sampling and furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors for steel, cement, aggregate, structural steel, and other materials customarily tested by the **STATE**.

IT IS MUTUALLY AGREED:

1. Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Buy America provisions
2. That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this agreement.
3. This agreement shall be binding upon the parties, their successors, and assigns.
4. For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT - assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT - assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.). In the absence of a USDOT - approved **LPA** DBE Program or on **state** awarded contracts, this agreement shall be administered under the provisions of the **STATE'S** USDOT approved Disadvantaged Business Enterprise Program.
5. In cases where the **STATE** is reimbursing the **LPA**, obligation of the **STATE** shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable federal funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
6. All projects for the construction of fixed works which are financed in whole or in part with funds provided by this agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of the act exempt its application.

FISCAL RESPONSIBILITIES:

1. **Reimbursement Requests:** For reimbursement requests the **LPA** will submit supporting documentation with each invoice.



Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, personnel and direct cost summaries, and other documentation supporting the requested reimbursement amount (Form BLR 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.

2. **Financial Integrity Review and Evaluation (FIRE) program:** **LPA's** and the **STATE** must justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months. To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.
3. **Final Invoice:** The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of work or from the date of the previous invoice, whichever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed. Form BLR 05613 (Engineering Payment Record) is required to be submitted with the final invoice for engineering projects.
4. **Project Closeout:** The **LPA** shall provide the final report to the appropriate **STATE** district office within twelve (12) months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve (12) months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
5. **Project End Date:** The period of performance (end date) for state and federal obligation purposes is five (5) years for projects under \$1,000,000 or seven (7) years for projects over \$1,000,000 from the execution date of the agreement.

Requests for time extensions and joint agreement amendments must be received and approved prior to expiration of the project end date. Failure to extend the end date may result in the immediate close-out of the project and loss of further funding.

6. **Single Audit Requirements:** If the **LPA** expends \$750,000 or more a year in federal financial assistance, they shall have an audit made in accordance with 2 CFR 200. **LPA's** expending less than \$750,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the **STATE** (IDOT's Office of Internal Audit, Room 201, 2300 South Dirksen Parkway, Springfield, Illinois, 62764) within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year. The CFDA number for all highway planning and construction activities is 20.205. Federal funds utilized for construction activities on projects let and awarded by the **STATE** (federal amounts shown as "Participating Construction" on Addendum 2) are not included in a **LPA's** calculation of federal funds expended by the **LPA** for Single Audit purposes..
7. **Federal Registration:** **LPA's** are required to register with the System for Award Management or SAM, which is a web-enabled government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. To register or renew, please use the following website: <https://www.sam.gov/SAM/>
8. **Required Uniform Reporting:** For work not included on a state letting, the Grant Accountability and Transparency Act (30 ILCS 708) requires a uniform reporting of expenditures. Uniform reports of expenditures shall be reported no less than quarterly using IDOT's BoBS 2832 form available on IDOT's web page under the "Resources" tab. Additional reporting frequency may be required based upon specific conditions or legislation as listed in the accepted Notice of State Award (NOSA). Specific conditions are based upon the award recipient/grantee's responses to the Fiscal and Administrative Risk Assessment (ICQ) and the Programmatic Risk Assessment (PRA)..

NOTE: Under the terms of the Grant Funds Recovery Act (30 ILCS 705/4.1), "Grantee agencies may withhold or suspend the distribution of grant funds for failure to file requirement reports" if the report is more than 30 calendar days delinquent, without any approved written explanation by the grantee, the entity will be placed on the Illinois Stop Payment List. (Refer to the Grantee Compliance Enforcement System for detail about the Illinois Stop Payment List: <https://www.illinois.gov/sites/GATA/Pages/ResourceLibrary.aspx>)

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this agreement.

| | | |
|-------------------------------------|----|------------------|
| <input checked="" type="checkbox"/> | 1. | Location Map |
| <input checked="" type="checkbox"/> | 2. | Division of Cost |
| <input checked="" type="checkbox"/> | 3. | Resolution* |
| <input type="checkbox"/> | 4. | |

*Appropriation and signature authority resolution must be in effect on, or prior to, the execution date of the agreement.



The **LPA** further agrees as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this agreement and all Addenda indicated above.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

Mark Pietrowski

Title of Official

Mayor

Signature

Date

The above signature certifies the agency's TIN number is

370993176 conducting business as a Governmental Entity.

DUNS Number 168818953

APPROVED

State of Illinois
Department of Transportation

Omer Osman, P.E., Secretary of Transportation

Date

By:

George A. Tapas, P.E., S.E., Engineer of Local Roads & Streets

Date

Stephen M. Travia, P.E., Director of Highways PI/Chief Engineer

Date

Yangsu Kim, Chief Counsel

Date

Vicki Wilson, Chief Fiscal Officer

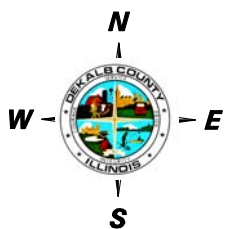
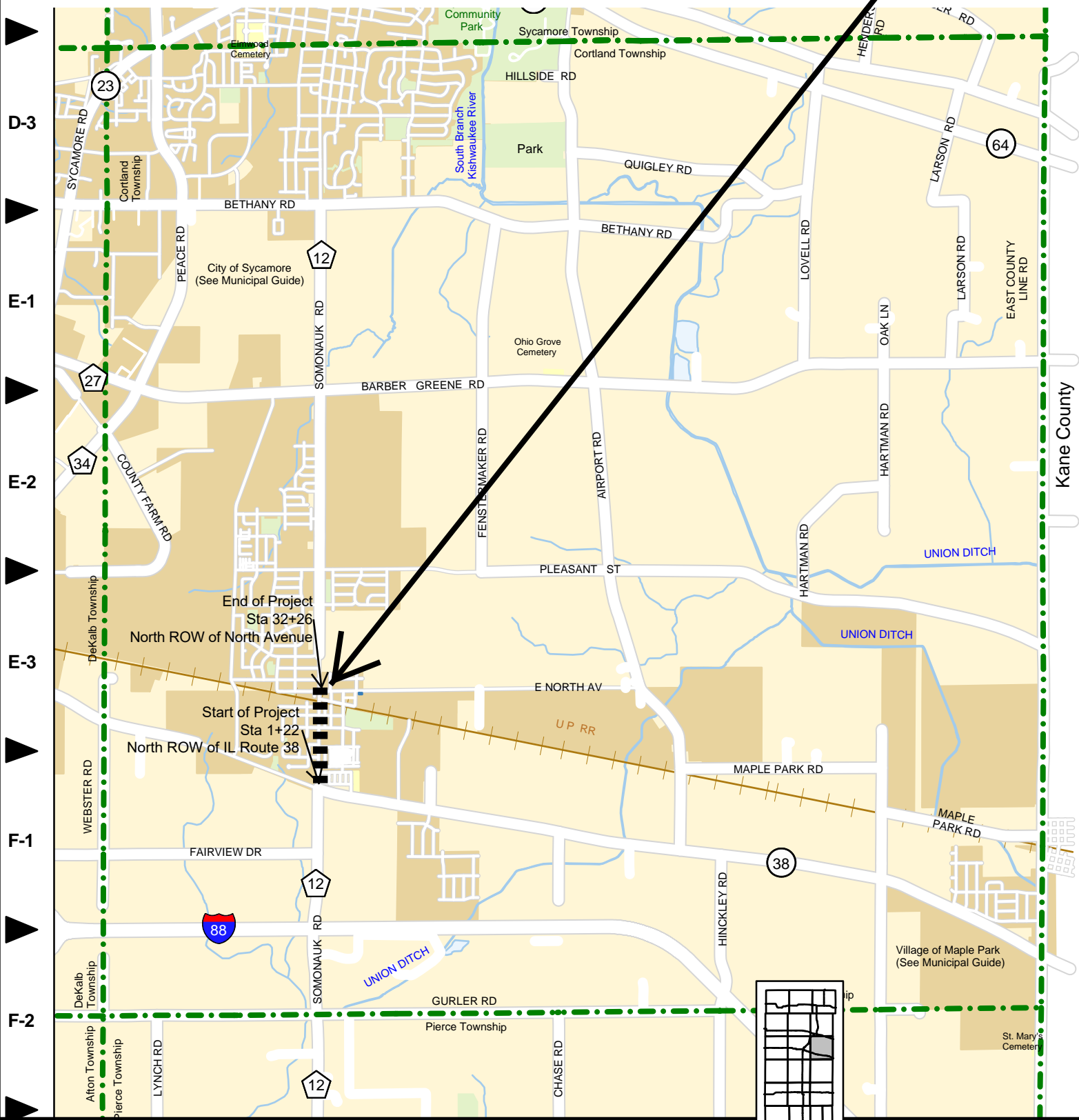
Date

NOTE: A resolution authorizing the local official (or their delegate) to execute this agreement and appropriation of local funds is required to be attached as an addendum. The resolution must be approved prior to, or concurrently with, the execution of this agreement. If BLR 09110 or BLR 09120 are used to appropriate local matching funds, attach these forms to the signature authorization resolution.

☐ Please check this box to open a fillable Resolution Form within this Addenda.

Somonauk Road Resurfacing Project

Town of Cortland Location Map



DeKalb County Government
Information Management Office
110 E Sycamore Street
Sycamore, IL 60178
815-895-1643

view at www.dekalbcounty.org

Cortland Township
Pop. 10,968

0.0 0.5 1.0

ADDENDA NUMBER 2

| | | | | |
|---------------------|--------|----------------|------------------|----------------|
| Local Public Agency | County | Section Number | State Job Number | Project Number |
| Town of Cortland | DeKalb | 21-00008-00-RS | C-93-007-22 | CR2A(892) |

Sample Resolution

RESOLUTION No: _____

A Resolution for:

Section No: _____
 Job No.: _____
 Project No.: _____

WHEREAS, the [city, village, town, county] of _____ is proposing to _____.

WHEREAS, the above stated improvement will necessitate the use of funding provided through the Illinois Department of Transportation (IDOT); and signee

WHEREAS, the use of these funds requires a joint funding agreement (AGREEMENT) with IDOT; and

WHEREAS, the improvement requires matching funds; and

NOW, THEREFORE, be it resolved by the {Board} :

Section 1: The {Board} hereby appropriates \$ _____, _____ or as much as may be needed to match the required funding to complete the proposed improvement from {Local fund source} _____ and furthermore agree to pass a supplemental resolution if necessary to appropriate additional funds for completion of the project.

Section 2: The {Local Official or delegate} _____ is hereby authorized to execute an AGREEMENT with IDOT for the above-mentioned project.

Section 3: This resolution will become Attachment 3 of the AGREEMENT.

Section 4: The _____ Clerk of _____ is directed to transmit 3 (three) copies of the AGREEMENT and Resolution to IDOT District _____ Bureau of Local Roads and Streets.

I, _____, _____ Clerk in and for _____, Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of the resolution approved by the _____ at its meeting on the _____ day of _____, 20____.



Town of Cortland

Agenda Request

Item 5.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☒ **RESOLUTION** ☐ **ORDINANCE** ☐ **INFORMATION** ☐ **OTHER**

DATE PREPARED: 02/07/23

FOR MEETING ON: 02/13/23

DESCRIPTION/TITLE: A RESOLUTION FOR MAINTENANCE UNDER THE ILLINOIS HIGHWAY CODE

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZE THE CLERK TO EXECUTE THE RESOLUTION (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD APPROVE THE RESOLUTION

STATEMENT OF SUMMARY: THE RESOLUTION ALLOWS FOR THE ALLOCATION OF TOWN MOTOR FUEL TAX (MFT) FUNDS FOR THE SEAL COAT PROJECT IN THE NEUCORT SUBDIVISION. THE DEKALB COUNTY HIGHWAY DEPARTMENT WILL PROVIDE CONSTRUCTION ENGINEERING SERVICES THROUGH THE INTERGOVERNMENTAL AGREEMENT.

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

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| District | County | Resolution Number | Resolution Type | Section Number |
|----------|--------|-------------------|-----------------|----------------|
| 3 | DeKalb | | Original | 23-00000-00-GM |

BE IT RESOLVED, by the Board of the Town of
Governing Body Type Local Public Agency Type
Cortland Illinois that there is hereby appropriated the sum of
Name of Local Public Agency
eighty five thousand and 00/100 Dollars (\$85,000.00)

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from
01/01/23 to 12/31/23 .
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that Town of Cortland
Local Public Agency Type Name of Local Public Agency
 shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Cheryl Aldis Town Clerk in and for said Town
Name of Clerk Local Public Agency Type Local Public Agency Type
 of Cortland in the State of Illinois, and keeper of the records and files thereof, as
Name of Local Public Agency
 provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Board of Cortland at a meeting held on 02/13/23 .
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____ .
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

APPROVED

Regional Engineer Signature & Date
 Department of Transportation



Town of Cortland

Agenda Request

Item 6.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☐ ORDINANCE ☐ INFORMATION ☒ OTHER

DATE PREPARED: 02/07/23

FOR MEETING ON: 02/13/23

DESCRIPTION/TITLE: ESTIMATE OF MAINTENANCE COSTS

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZE THE MAYOR TO EXECUTE THE ESTIMATE (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD APPROVE THE ESTIMATE

STATEMENT OF SUMMARY: THE ESTIMATE INDICATES THE WORK THE GENERAL MAINTENANCE PROJECT WILL CONSIST OF. THIS ESTIMATE IS FOR THE SEAL COAT PROJECT IN THE NEUCORT SUBDIVISION. THE DEKALB COUNTY HIGHWAY DEPARTMENT WILL PROVIDE CONSTRUCTION ENGINEERING SERVICES THROUGH THE INTERGOVERNMENTAL AGREEMENT.

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

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Local Public Agency General Maintenance

Submittal Type

Estimate of Maintenance Costs

District Estimate of Cost for

Local Public Agency

County

Section Number

Beginning

Maintenance Period

Ending

Maintenance Items

| Maintenance Operation | Maint Eng Category | Insp. Req. | Material Categories/ Point of Delivery or Work Performed by an Outside Contractor | Unit | Quantity | Unit Cost | Cost | Total Maintenance Operation Cost |
|-----------------------|--------------------|------------|---|------|----------|-----------|-------------|----------------------------------|
| Bit Surf Treat | III | Yes | Bit Matl (Seal Coat) | Ton | 59.3 | \$860.00 | \$50,998.00 | \$50,998.00 |
| Bit Surf Treat | III | Yes | Aggregate (Seal Coat) | Ton | 456 | \$47.00 | \$21,432.00 | \$21,432.00 |
| | | | | | | | | |
| Total Operation Cost | | | | | | | | \$72,430.00 |

Estimate of Maintenance Costs Summary

| Maintenance | MFT Funds | RBI Funds | Other Funds | Estimated Costs |
|--|-------------|-----------|-------------|-----------------|
| Local Public Agency Labor | | | | |
| Local Public Agency Equipment | | | | |
| Materials/Contracts(Non Bid Items) | | | | |
| Materials/Deliver & Install/Materials Quotations (Bid Items) | \$72,430.00 | | | \$72,430.00 |
| Formal Contract (Bid Items) | | | | |
| Maintenance Total | \$72,430.00 | | | \$72,430.00 |

Estimated Maintenance Eng Costs Summary

| Maintenance Engineering | MFT Funds | RBI Funds | Other Funds | Total Est Costs |
|-------------------------------|-------------|-----------|-------------|-----------------|
| Preliminary Engineering | \$3,622.00 | | | \$3,622.00 |
| Engineering Inspection | \$3,622.00 | | | \$3,622.00 |
| Material Testing | | | | |
| Advertising | | | | |
| Bridge Inspection Engineering | | | | |
| Maintenance Engineering Total | \$7,244.00 | | | \$7,244.00 |
| Total Estimated Maintenance | \$79,674.00 | | | \$79,674.00 |

Remarks

SUBMITTED

Local Public Agency Official Signature & Date

Title

County Engineer/Superintendent of Highways Signature & Date

APPROVED

Regional Engineer Signature & Date

Department of Transportation



Town of Cortland

Agenda Request

Item 7.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☐ ORDINANCE ☒ INFORMATION ☐ OTHER

DATE PREPARED: 02/08/23

FOR MEETING ON: 02/13/23

DESCRIPTION/TITLE: AUTHORIZATION OF APPLICATION FOR ZONING VARIATION

REQUIRED ACTION: NONE

STAFF RECOMMENDATION:

STATEMENT OF SUMMARY: THE TOWN IS AUTHORIZING AN INTERESTED PARTY TO APPLY FOR ZONING VARIATION ON TOWN OWNED PROPERTY AT 86 S. SOMONAUK ROAD.

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

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Town of Cortland
59 South Somonauk Road
P.O. Box 519
Cortland, Illinois 60112-0519
www.cortlandil.org

Item 7.

February 8, 2023

Re: 86 S. Somonauk Road, Cortland IL 60112
PIN: 09-29-207-001

Mr. Kapu Aluli,

The Town is anticipating an Application for Zoning Variation submittal from you with the town owned property at 86 S. Somonauk Road as the subject parcel. Because you as applicant are not the current owner of the property, the application must include authorization from the current owner as noted on the petition. This letter shall serve as such authorization. Include this correspondence in the petition submittal.

The Town of Cortland, current owner of the property addressed as 86 S. Somonauk Road, Cortland, IL 60112, hereby authorizes Mr. Kapu Aluli to submit an Application for Zoning Variation with said property as the subject parcel. This authorization shall be valid for 90 days.

Best Regards,

Brandy Williams
Engineer and Zoning Administrator



Town of Cortland

Agenda Request

Item 8.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☐ ORDINANCE ☐ INFORMATION ☒ OTHER

DATE PREPARED: 02/08/23

FOR MEETING ON: 02/13/23

DESCRIPTION/TITLE: APPLICATION FOR DEKALB COUNTY COMMUNITY FOUNDATION COMMUNITY NEEDS GRANT – ADA PLAY EQUIPMENT AT MCPHILLPS PARK

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION FOR STAFF TO EXECUTE APPLICATION AND PROVIDE ACCOMPANYING LETTER OF SUPPORT TO BE PREPARED (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD APPROVE THE APPLICATION

STATEMENT OF SUMMARY: THE TOWN IS APPLYING FOR A DEKALB COUNTY COMMUNITY FOUNDATION COMMUNITY NEEDS GRANT IN THE AMOUNT OF \$19,231 FOR ADA PLAY EQUIPMENT AT MCPHILLIPS PARK.

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

f:\engineering and zoning\2023\board reports\021323 board meeting agenda items\agenda request - authorization for dekalb county community foundation grant application.doc

Town of Cortland - Inclusive Play

Spring 2023 Community Needs Grant

Town of Cortland

Mark Pietrowski
59 S. Somonauk Road
PO Box 519
Cortland, IL 60112

engineer@cortlandil.org
O: 8157569041
F: 8157564583

Brandy Williams

PO Box 519
59 S. Somonauk Road
Cortland, IL 60112

engineer@cortlandil.org
O: 8157569041
F: 8157564583

Application Form

PROJECT INFORMATION

Community Needs Grants support the charitable needs and efforts of nonprofit and public sector organizations throughout **DeKalb County, Illinois**. Please review the [Grant Guidelines](#) and confirm before completing this application. If you have questions, please contact us at grants@dekalbccf.org.

I Confirm

Project Name*

Briefly name your project using your organization's name and key words in your request. This Project Name is referenced in later communications.

Town of Cortland - Inclusive Play

Purpose*

In one or two sentences briefly describe the purpose of your grant request. Be as succinct as possible. You will have space to elaborate later.

The Town of Cortland would like to expand on existing park amenities by adding equipment which encourages use by residents of various physical abilities.

Area of Interest*

Please indicate the area of interest your organization and project falls under. If your organization focuses on multiple areas of interest, please choose the area that most closely aligns with your organizational mission. Refer to the Grant Guidelines, found on the DeKalb County Community Foundation's website, for a description of each interest area. Non-education based governmental organizations should choose "Community Development."

Community Development

Specific Geographic Area(s) Served*

Check the box next to each town your project will directly impact.

Cortland

Project Cost*

What is the total cost of your project?

\$19,231.00

Amount Requested

What is the amount you are requesting from the Community Foundation? (Requests of \$20,000 or more are required to complete an LOI Form prior to submitting this application.)

\$19,231.00

Number of DeKalb County Residents Served*

Approximately how many residents of DeKalb County are served by your project?

4400

DCNP Membership*

Are you a current member of the DeKalb County Nonprofit Partnership? If you are unsure please check the Membership Directory.

No

ADDITIONAL ORGANIZATION INFORMATION

Are you a 501c3 organization?*

No

Projects submitted by a department of a large organization, such as a department of a university or college, should submit information specific to the department for the following attachments.

Applicants with a fiscal sponsor should contact grants@dekalbccf.org to summarize the fiscal sponsorship arrangement and determine which organizational information to submit.

Documents uploaded in the fields below must be .doc, .docx, or .pdf (Word or PDF).

Organizational Summary and Mission*

Share your organization's mission statement, a brief organizational history, services provided, and total number of DeKalb County residents served annually.

The Town's Vision Statement is "Cortland is a connected, forward-thinking community that values its agricultural roots, focuses on strategic progress, and offers a high quality of life." Cortland was incorporated in 1883. The Town provides utilities including water, sanitary and storm sewer. The Public Works Department maintains nearly 60 miles of roadway and well as all town facilities and parks. The most recent census indicated a population of 4,398.

Board of Directors or Trustees

Type the names of the individuals on your board of directors or board of trustees in the field below.

Mayor Mark Pietrowski

Board of Trustees:

Randi Olson

Charmaine Fioretto

Mike Siewierski

Brad Stone

Doug Corson

Jim Walker

Organizational Budget and Actuals*

Upload your organization's current budget and the last **two** year's budgets with actual costs.

Organizational Budget Docs.pdf

Operational Challenges

If your organization continues to be impacted by a significant event, please describe below.

Nearly all of the parks and the amenities in those parks within the Town of Cortland were developed in subdivisions during the housing boom. For nearly 20 years, these parks have not seen upgraded equipment or features to encourage use by all abilities. The past decade has had the town addressing unfulfilled infrastructure obligations as developments stalled.

The Town is not located within a park district boundary therefore all properties are improved and maintained by the Town itself.

Board Meeting Minutes

Upload any recent board meeting minutes that pertain to your grant request.

Letter of Support

If your project is collaborative, include letters of support from key organizations, participants, or stakeholders. You may upload multiple letters of support by submitting a multi-page PDF. DeKalb County Public Schools must upload a letter of support from your district office.

Additional Support Material - Optional

Include any supplementary information you would like to add to this grant application. We encourage you to link to a video, upload a document or photo, or type in the field below.

Additional Material.pdf

PROJECT DESCRIPTION

Project Description and Key Personnel*

Describe your project. Please also include who from your organization will be involved, their qualifications, and how the project will be implemented.

The Town of Cortland would like to be a diverse community encouraging engagement of all residents of all physical abilities. One way to do this is by creating an environment where everyone can PLAY together. McPhillips Park is a popular neighborhood park. Adding inclusive play at this park is a priority. The park has a hard surfaced path but does not include inclusive equipment. Adding the inclusive whirl will allow all abilities to join in. Currently, there are no safety swings at any town park.

The Public Works Department will install the swings onto existing support structures. The Department will also install the inclusive whirl as well as the required safety surface. The Public Works Director is Joel Summerhill.

Objectives*

List measurable objectives for your project and the activities and timeframe planned to meet those objectives.

The objective is simple really - inclusion. The town would like to create play where all are welcomed and can interact with each other. Where all the siblings, including the son in the wheelchair, can ride the merry go round together. Where friends can swing side by side.

Evidence of Need*

Describe in detail evidence of the need and how your project addresses this need.

In 2022, the Parks Advisory Committee was re-commissioned, after last meeting in 2005, to receive input and prioritize the improvements and needs at town properties. This came about due to a large volume of resident feedback when asked what changes they would like in town. Parks and recreational amenities were at the top of the list. Since receiving that feedback, the town has converted a large stormwater basin to a recreational area for fishing and water activities such as kayaking. The town has also constructed the first segment of a bike trail which will ultimately allow residents to walk or bike to DeKalb and Sycamore.

Several residents have specifically asked for ADA play equipment as well as sensory features. To date, ADA play equipment and sensory features are not present in town parks.

Impact and Evaluation*

What impact do you plan to achieve and what are the expected benefits of the project? How will you evaluate the effectiveness of this project?

You will reference this evaluation information in your Grant Report upon completion of the project.

The effectiveness of the project will be easily determined by a simple visual observation of the park on any given summer evening. Ideally, the park will see greater usage by a more diverse population.

Sustainability*

Grants for specific projects offered by the same organization are not typically awarded year-after-year (e.g., no 'evergreen funding'). How is your project sustainable? Describe your plans for future project funding.

The sustainability of the project is based upon the recommended life span of the equipment given regular maintenance.

Collaboration*

Does your project involve collaboration with other organizations? If so, please list collaborators and summarize what roles each partner will conduct.

No, the project will be implemented solely by the Town of Cortland and town staff.

Non-Discrimination Policy*

No person in the United States shall, on the basis of actual or perceived race, creed, color, ethnicity, national origin, religion, sex and gender identity, sexual orientation, gender expression, age, physical or mental ability, pregnancy, veteran status, military obligations, marital or parental status, political affiliation, or any other improper criterion be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available by the Community Foundation, and any other program or activity funded in whole or in part with funds appropriated for grants, cooperative agreements, and other assistance administered by the Community Foundation.

The project complies with the Community Foundation's non-discrimination policy.

PROJECT BUDGET

Use the template to list all expenses and funding associated with your proposed project. Include expenses already incurred and funds already received. If applicable, include in-kind contributions, non-cash support, and staff time required.

Click to view an example Project Budget Detail. The example is a budget for a fictional nonprofit shoe drive organization that distributes men's dress shoes to low-income individuals that need professional shoes.

Project Budget Details*

Download and complete a blank Project Budget Details template. When you have completed the document **save it as a PDF** and upload the file. **You must upload a PDF.**

dccf-project-budget-template-Town of Cortland.pdf

DEMOGRAPHICS

*The DeKalb County Community Foundation is committed to creating a more equitable, vibrant region and encourages applicant organizations to partner with us in this endeavor by reflecting on their commitment to promoting equity within their organizations and amongst the populations they are serving. Our application includes a request for the demographics of applicants' board and staff and projected demographics for the constituents you plan to serve. **This information will not be used to determine grant awards.** Rather, it will be used to provide a snapshot of the diversity within community organizations that have applied for and/or received Community Foundation funding. It will also be used to facilitate dialogue, encourage reflection, and potentially prompt action that can advance us toward a social impact sector that is both reflective of and responsive to everyone in the community we serve.*

Project Participant Demographics

In this section, you will be asked to share **projections** for the population you expect to serve with your project or organization. You can base these projections on data collected by your organization during a previous year, or an alternative data source of your choosing. **Provide a percentage, if none put 0%.**

% White/Caucasian*

67

% Black/African American*

15

% Hispanic/Latino/Latina*

16

% Asian American/Pacific Islander*

0

% Native American/Alaska Native*

0

% Other Race/Ethnicity*

2

% Unknown Race/Ethnicity*

0

% Male*

56

% Female*

44

% Transgender/Non-Binary/Non-Conforming*

0

% Ages 0-5*

10

% Ages 6-18*

16

% Ages 19-54*

57

% Ages 55 and above*

17

% Under Median Household Income*

Enter the estimated percentage of those served by this project that have a household income of less than \$64,019, which is the current median household income in DeKalb County, IL.

32

% Individuals with Disabilities*

Enter the estimated percentage of those served by this project that are persons with disabilities.

80

Staff Demographics

Provide an estimated breakdown of the racial and ethnic populations who currently serve on your staff. If your organization has no paid staff, skip to the next question. **Provide a percentage, if none put 0%.**

% White/Caucasian*

100

% Black/African American*

0

% Hispanic/Latino/Latina*

0

% Asian American/Pacific Islander*

0

% Native American/Alaska Native*

0

% Other Race/Ethnicity*

0

% Unknown Race/Ethnicity*

0

Board Demographics

Provide an estimated breakdown of the racial and ethnic populations who currently serve on your Board of Directors. **Provide a percentage, if none put 0%.**

% White/Caucasian*

100

% Black/African American*

0

% Hispanic/Latino/Latina*

0

% Asian American/Pacific Islander*

0

% Native American/Alaska Native*

0

% Other Race/Ethnicity*

0

% Unknown Race/Ethnicity*

0

Additional Details - Optional

If you were not able to provide detailed reporting for demographics or services provided, please use this space to describe the population(s) served through the grant funds. If you have additional details to complement the data entered above, please include that information here.

SUBMIT APPLICATION

When your application is complete click 'Submit' below. You will receive an e-mail to confirm that the DeKalb County Community Foundation has successfully received your grant application.

File Attachment Summary

Applicant File Uploads

- Organizational Budget Docs.pdf
- Additional Material.pdf
- dccf-project-budget-template-Town of Cortland.pdf



FY 2023 BUDGET

APPROVED APRIL 11, 2022

TOWN OF CORTLAND

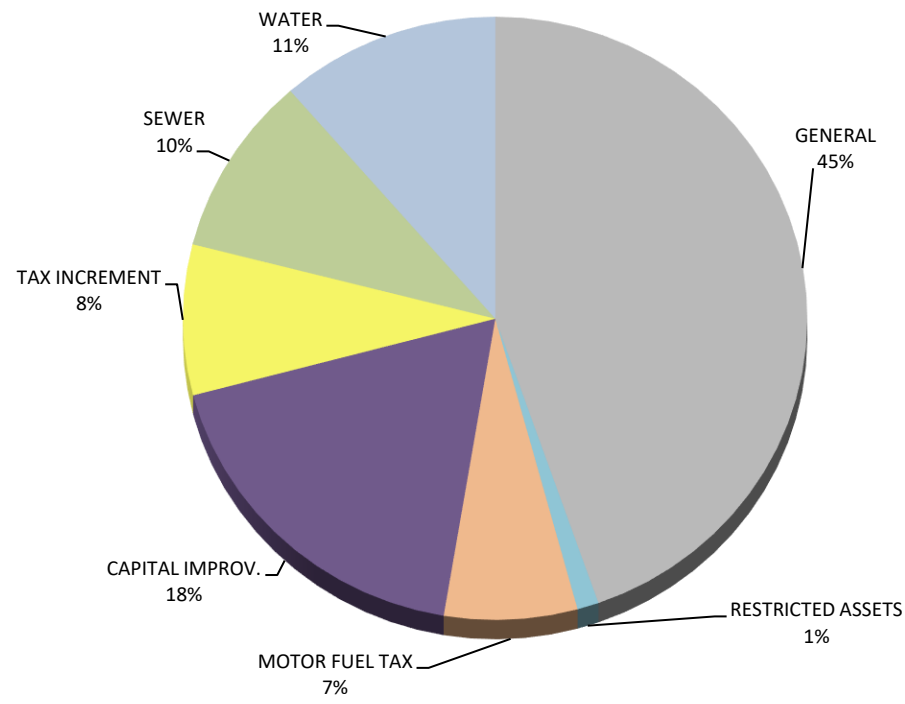
BUDGET SUMMARY BY GOVERNMENTAL FUNDS

APPROVED FY 2023 BUDGET

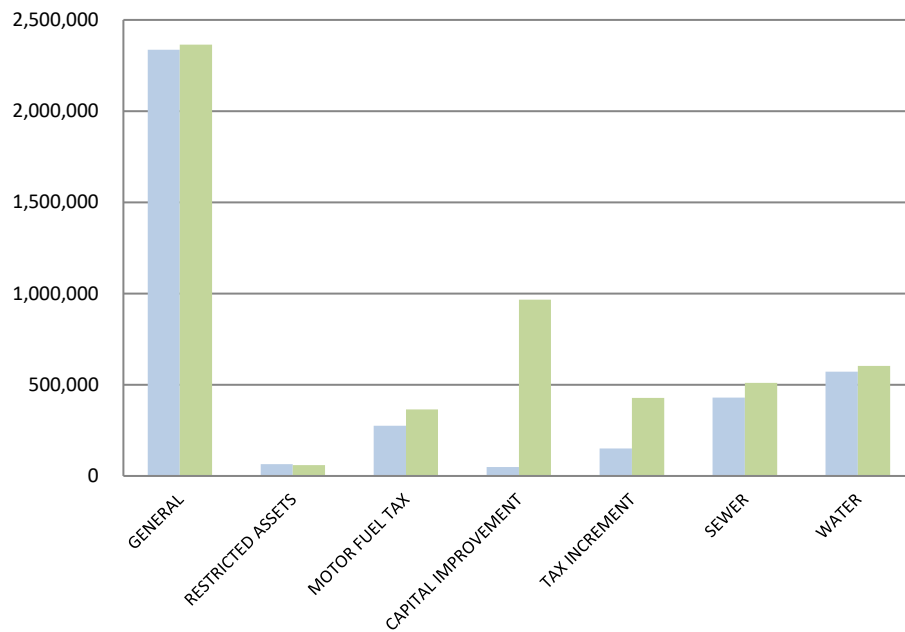
| DESCRIPTION | GENERAL FUND | RESTRICTED ASSETS FUND | MOTOR FUEL TAX FUND | CAPITAL IMPROVEMENT FUND | PARADE & FESTIVAL FUND | TAX INCREMENT FUND | SEWER SYSTEM | WATER SYSTEM | TOTAL | CORTLAND COMMUNITY LIBRARY |
|--|---------------------|------------------------|---------------------|--------------------------|------------------------|---------------------|---------------------|--------------------|----------------------|----------------------------|
| ESTIMATED CASH AS OF MAY 1, 2022 | \$ 452,811 | \$ 563,630 | \$ 499,791 | \$ 270,626 | \$ 6,735 | \$ 402,043 | \$ 2,658,478 | \$ 586,674 | \$ 5,440,787 | \$ 67,243 |
| RESERVED FUNDS * | | 630,290 | | | | | | 159,720 | 790,010 | |
| REVENUES | | | | | | | | | | |
| TAXES | \$ 1,900,200 | \$ - | \$ 221,902 | \$ 545,000 | \$ - | \$ 325,000 | \$ - | \$ - | \$ 2,992,102 | \$ 257,000 |
| PERMITS | 38,500 | - | - | - | - | - | 25,000 | 30,000 | 93,500 | - |
| CHARGES AND SERVICES | - | - | - | - | 22,000 | - | 573,050 | 531,000 | 1,126,050 | - |
| FINES/FEES | 9,000 | - | - | - | - | - | 10,725 | 5,150 | 24,875 | - |
| GOVERNMENTAL | - | - | - | - | - | - | - | - | - | 6,300 |
| OTHER INCOME | 459,681 | 22,500 | 500 | 400 | 5,000 | 400 | 1,000 | 5,720 | 495,201 | - |
| GRANT REVENUE | - | - | - | 935,000 | - | - | - | - | 935,000 | - |
| TOTAL REVENUES | \$ 2,407,381 | \$ 22,500 | \$ 222,402 | \$ 1,480,400 | \$ 27,000 | \$ 325,400 | \$ 609,775 | \$ 571,870 | \$ 5,666,728 | \$ 263,300 |
| OPERATING TRANSFERS IN | \$ 143,228 | \$ - | \$ - | \$ - | \$ 10,000 | \$ - | \$ - | \$ - | \$ 153,228 | \$ - |
| LOAN PROCEEDS | - | - | - | - | - | - | - | - | - | - |
| TOTAL FUNDS AVAILABLE FOR BUDGETING | \$ 3,003,420 | \$ (44,160) | \$ 722,193 | \$ 1,751,026 | \$ 43,735 | \$ 727,443 | \$ 3,268,253 | \$ 998,824 | \$ 10,470,733 | \$ 330,543 |
| EXPENDITURES | | | | | | | | | | |
| PERSONNEL SERVICES | \$ 1,473,900 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 99,700 | \$ 147,730 | 1,721,330 | \$ 195,500 |
| CONTRACTUAL SERVICES | 461,020 | - | - | - | 26,000 | 427,000 | 172,100 | 226,300 | 1,312,420 | 16,200 |
| COMMODITIES | 252,775 | - | 365,000 | - | 5,750 | - | 64,300 | 98,850 | 786,675 | 52,200 |
| CAPITAL OUTLAY | 126,100 | 59,000 | - | 979,000 | - | - | 113,500 | 130,500 | 1,408,100 | 1,000 |
| DEBT SERVICE | 51,128 | - | - | - | - | - | 60,947 | - | 112,075 | - |
| TOTAL EXPENDITURES | \$ 2,364,923 | \$ 59,000 | \$ 365,000 | \$ 979,000 | \$ 31,750 | \$ 427,000 | \$ 510,547 | \$ 603,380 | \$ 5,340,600 | \$ 264,900 |
| OPERATING TRANSFERS OUT | 10,000 | (26,655) | - | \$ 169,883 | - | - | \$ - | | \$ 153,228 | - |
| EXCESS (DEFICIT) | \$ 175,686 | \$ (9,845) | \$ (142,598) | \$ 331,517 | \$ 5,250 | \$ (101,600) | \$ 99,228 | \$ (31,510) | \$ 326,128 | \$ (1,600) |
| ENDING CASH BALANCE | \$ 628,497 | \$ 553,784 | \$ 357,193 | \$ 602,143 | \$ 11,985 | \$ 300,443 | \$ 2,757,706 | \$ 555,164 | \$ 5,766,915 | \$ 65,643 |

*Funds not available for general use. Fund Balance is restricted by specific use purpose.

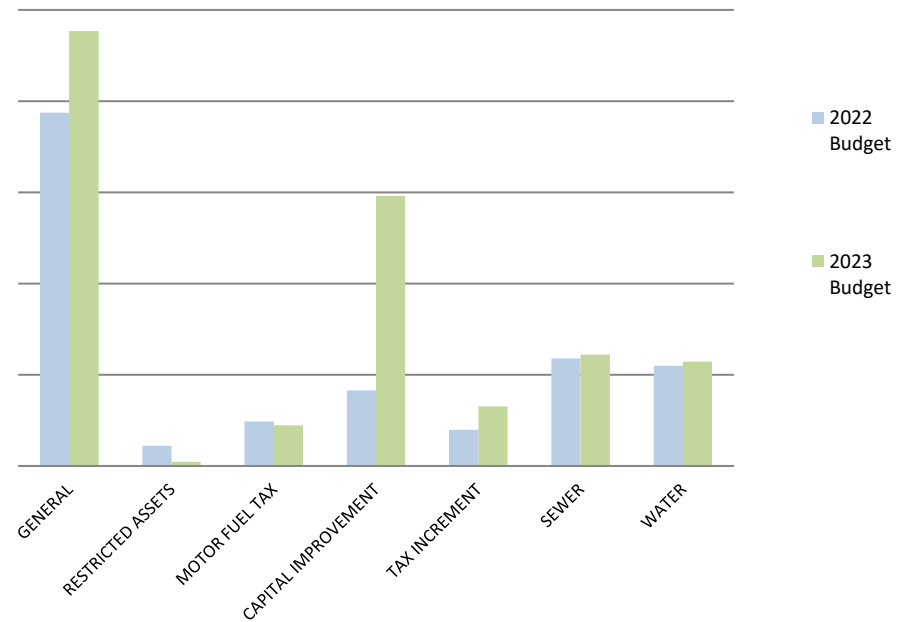
Budgeted Expenses by Fund



Expense Budget Comparison



Revenue Budget Comparison

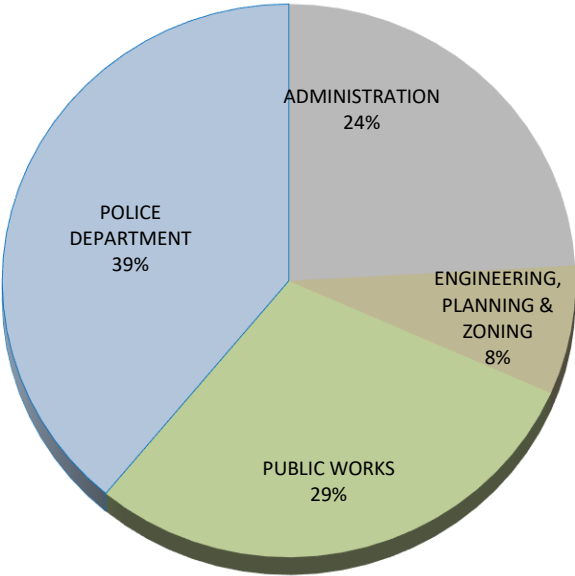


GENERAL FUND SUMMARY

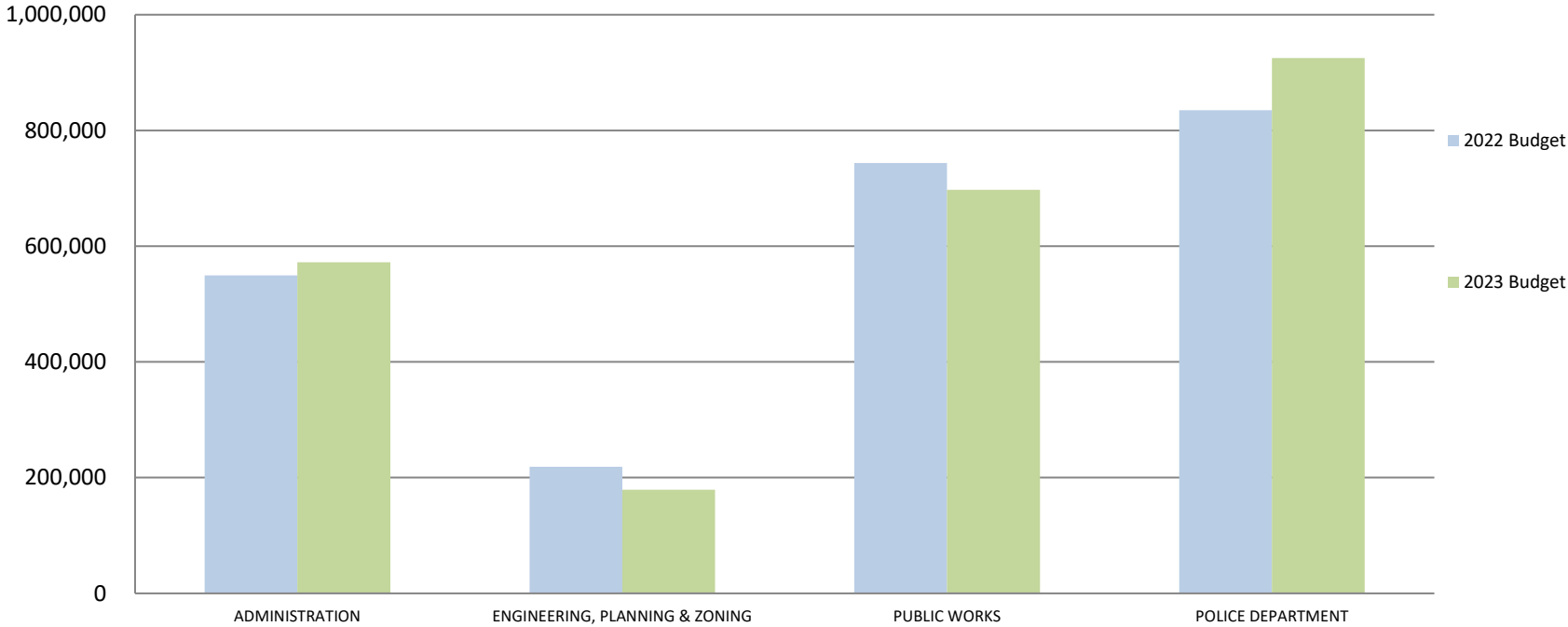
APPROVED FY 2023 BUDGET

| | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 APPROVED BUDGET | FYE 2022 PROJECTED | FYE 2023 APPROVED BUDGET |
|-------------------------------------|---------------------|---------------------|-----------------------------|---------------------|-----------------------------|
| REVENUES | | | | | |
| TAXES | \$ 1,801,642 | \$ 1,796,242 | \$ 1,695,500 | \$ 1,890,651 | \$ 1,900,200 |
| PERMITS | 36,345 | 57,536 | 42,500 | 37,750 | 38,500 |
| FINES/FEES | 12,026 | 9,541 | 12,000 | 9,500 | 9,000 |
| OTHER INCOME | 32,929 | 187,270 | 187,250 | 470,457 | 459,681 |
| TOTAL REVENUES | \$ 1,882,942 | \$ 2,050,588 | \$ 1,937,250 | \$ 2,408,358 | \$ 2,407,381 |
| EXPENDITURES | | | | | |
| ADMINISTRATION | \$ 479,685 | \$ 431,776 | \$ 489,300 | \$ 446,740 | \$ 512,400 |
| LEGAL | 67,822 | 51,630 | 60,000 | 38,000 | 60,000 |
| ENGINEERING, PLANNING, AND ZONING | 258,355 | 248,188 | 218,500 | 202,450 | 248,500 |
| POLICE DEPARTMENT | 809,831 | 792,801 | 834,755 | 816,005 | 856,745 |
| REIMBURSEMENTS | - | - | - | - | - |
| STREETS AND MAINTENANCE | 689,051 | 682,044 | 743,669 | 714,878 | 697,278 |
| TOTAL EXPENDITURES | \$ 2,304,744 | \$ 2,206,438 | \$ 2,346,224 | \$ 2,218,073 | \$ 2,374,923 |
| INTERFUND TRANSFERS IN (OUT) | \$ 250,000 | \$ 250,000 | \$ 325,000 | \$ 325,000 | \$ - |
| TRANSFERS IN - DEBT SERVICE | - | - | 51,318 | 51,318 | 51,128 |
| TRANSFERS IN - PURCHASE | 123,000 | - | 101,900 | - | 92,100 |
| LOAN PROCEEDS | - | - | - | - | - |
| EXCESS (DEFICIT) | \$ (48,802) | \$ 94,150 | \$ 69,244 | \$ 566,603 | \$ 175,686 |
| BEGINNING CASH BALANCE | \$ (159,140) | \$ (207,942) | \$ (68,962) | \$ (113,792) | \$ 452,811 |
| ENDING CASH BALANCE | \$ (207,942) | \$ (113,792) | \$ 282 | \$ 452,811 | \$ 628,497 |

General Fund Budgeted Expenses by Dept.



Year over Year Budget Comparison



REVENUES**APPROVED FY 2023 BUDGET**

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|----------------------------------|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| TAXES | | | | | | |
| 01-4050 | Property Taxes | \$ 580,564 | \$ 588,190 | \$ 584,000 | \$ 594,758 | \$ 594,000 |
| 12-4052 | Property Taxes - Police | 81,816 | 92,495 | 120,000 | 121,116 | 124,000 |
| 01-4071 | Road and Bridge Tax | 20,835 | 16,884 | 20,000 | 16,203 | 20,000 |
| 01-4101 | State Income Tax | 462,802 | 489,502 | 435,000 | 495,000 | 497,000 |
| 01-4122 | Sales Tax | 473,415 | 369,009 | 340,000 | 450,000 | 455,000 |
| 01-4123 | Use Tax | 130,000 | 188,829 | 130,000 | 155,000 | 155,000 |
| 01-4131 | Replacement Tax - Township | - | - | - | 174 | 200 |
| 01-4141 | Replacement Tax | 2,686 | 1,875 | 15,000 | 4,000 | 4,000 |
| 01-4201 | Telecom Tax | 11,419 | 8,220 | 12,000 | 8,500 | 10,000 |
| 01-4181 | Utility Franchise | 28,355 | 28,234 | 26,500 | 22,500 | 20,000 |
| 01-4142 | Video Gaming Tax | 9,752 | 8,458 | 10,000 | 17,000 | 15,000 |
| 01-4143 | Cannabis Use Tax | - | 4,547 | 3,000 | 6,400 | 6,000 |
| | DCEO Grant (Pass through) | - | - | - | - | - |
| TOTAL TAXES | | \$ 1,801,642 | \$ 1,796,242 | \$ 1,695,500 | \$ 1,890,651 | \$ 1,900,200 |
| PERMITS | | | | | | |
| 01-4081 | Building and Zoning Permits | \$ 25,910 | \$ 50,475 | \$ 37,500 | \$ 37,500 | \$ 37,500 |
| 01-4151 | Other Permits | 10,435 | 7,062 | 5,000 | 250 | 1,000 |
| TOTAL PERMITS | | \$ 36,345 | \$ 57,536 | \$ 42,500 | \$ 37,750 | \$ 38,500 |
| FINES/FEES | | | | | | |
| 12-4062 | Police Fines | 11,423 | 9,541 | 12,000 | 9,500 | 9,000 |
| 12-4069 | Police Fines - DUI | 603 | - | - | - | - |
| 01-4070 | Park Lot Development Fees | - | - | - | - | - |
| TOTAL FINES/FEES | | \$ 12,026 | \$ 9,541 | \$ 12,000 | \$ 9,500 | \$ 9,000 |
| OTHER INCOME | | | | | | |
| 01-4097 | Land/Cash Contributions | | \$ - | \$ - | \$ - | \$ - |
| 01-4996 | Business Licenses | 1,200 | 1,050 | 1,250 | 1,200 | 1,250 |
| 01-8202 | Proceeds - Sale of Property | 9,500 | - | 30,000 | - | - |
| 01-8011 | Investment Income | 479 | 320 | 500 | 3,400 | 3,000 |
| 01-8401 | Insurance Proceeds | - | - | - | 1,650 | - |
| 01-8301 | Grants | - | - | - | 299,931 | 299,931 |
| 01-8501 | Loan Proceeds | - | - | - | - | - |
| 01-4991 | Miscellaneous Income | 7,768 | 6,122 | 5,000 | 7,500 | 5,000 |
| 01-49XX | Reimbursements | 13,672 | 179,488 | 150,000 | 156,376 | 150,000 |
| 12-4991 | Miscellaneous Income PD | 310 | 290 | 500 | 400 | 500 |
| TOTAL OTHER INCOME | | \$ 32,929 | \$ 187,270 | \$ 187,250 | \$ 470,457 | \$ 459,681 |
| TOTAL BEFORE TRANSFERS | | \$ 1,882,942 | \$ 2,050,588 | \$ 1,937,250 | \$ 2,408,358 | \$ 2,407,381 |
| INTERFUND TRANSFERS | | | | | | |
| 01-8101 | Capital Improvement Fund | 477,830 | 477,830 | 325,000 | 325,000 | 92,100 |
| 01-8102 | Transfer in From Restricted A. | - | - | - | - | - |
| TOTAL INTERFUND TRANSFERS | | \$ 477,830 | \$ 477,830 | \$ 325,000 | \$ 325,000 | \$ 92,100 |
| TOTAL REVENUE | | \$ 2,360,772 | \$ 2,528,419 | \$ 2,262,250 | \$ 2,733,358 | \$ 2,499,481 |

ADMINISTRATION (LEGAL/POLICE DEPARTMENT)**APPROVED FY 2023 BUDGET**

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|--|--|---------------------|---------------------|----------------------|-----------------------|----------------------|
| PERSONNEL SERVICES | | | | | | |
| 01-6000-110 | Salaries - Elected Officials | \$ 114,443 | \$ 114,378 | \$ 118,200 | \$ 115,000 | \$ 120,300 |
| 01-6000-119 | Salaries - Clerical Workers* | 91,712 | 77,689 | 87,000 | 70,000 | 89,600 |
| 01-6000-110 | Liquor Commissioner | - | - | 1,100 | 1,100 | 1,100 |
| 01-6000-193 | Employer Taxes | 17,025 | 15,217 | 16,000 | 13,500 | 16,200 |
| 01-6000-151 | Unemployment Benefits | - | - | | 40 | - |
| 01-6000-133 | Employer Paid Retirement | 17,256 | 16,764 | 16,500 | 14,500 | 14,600 |
| 01-6000-131 | Insurance | 40,945 | 37,867 | 44,000 | 41,000 | 22,800 |
| TOTAL PERSONNEL SERVICES | | \$ 281,382 | \$ 261,915 | \$ 282,800 | \$ 255,140 | \$ 264,600 |
| CONTRACTUAL SERVICES | | | | | | |
| 01-4901 | Reimbursements | \$ - | \$ - | \$ - | \$ - | \$ - |
| 01-6000-211 | Legal/Collection Expense | 67,822 | 51,630 | 60,000 | 38,000 | 60,000 |
| 01-6000-214 | Audit, Accounting Fees | 109,698 | 106,228 | 114,000 | 110,000 | 114,000 |
| 01-6000-314 | Telephone and Data | 18,176 | 17,757 | 18,500 | 19,500 | 20,000 |
| 01-6000-315 | Copies and Printing | 1,069 | 18 | 2,500 | 400 | 2,000 |
| 01-6000-321 | Dues and Subscriptions | 4,847 | 3,742 | 5,000 | 3,000 | 5,000 |
| 01-6000-331 | Conferences and Training | 7,826 | 4,077 | 5,000 | 5,800 | 5,000 |
| 01-6000-511 | Insurance Expense | 13,902 | 12,759 | 15,000 | 13,500 | 7,700 |
| 01-6000-531 | Real Estate Taxes | 2,947 | 1,641 | 3,000 | 1,700 | 3,000 |
| 01-6000-55X | Legal-Reimbursable | 88 | - | - | - | - |
| TOTAL CONTRACTUAL SERVICES | | \$ 226,372 | \$ 197,851 | \$ 223,000 | \$ 191,900 | \$ 216,700 |
| COMMODITIES | | | | | | |
| 01-6000-312 | Office Supplies | \$ 3,983 | \$ 5,123 | \$ 5,000 | \$ 4,800 | \$ 5,000 |
| 01-6000-313 | Postage | 1,496 | 1,038 | 2,000 | 1,000 | 2,000 |
| 01-6000-351 | Office Equipment and Maintenance | 21,978 | 16,366 | 18,000 | 21,000 | 21,000 |
| 01-6000-591 | Miscellaneous Expense | 486 | 938 | 1,000 | 900 | 1,000 |
| TOTAL COMMODITIES | | \$ 27,942 | \$ 23,464 | \$ 26,000 | \$ 27,700 | \$ 29,000 |
| 01-6000-595 | Bad Debt - Land Development | \$ 1,040 | \$ - | \$ - | \$ - | \$ - |
| 01-6000-812 | CAPITAL OUTLAY | 770 | 176 | 17,500 | - | 52,100 |
| TOTAL CAPITAL OUTLAY | | \$ 1,810 | \$ 176 | \$ 17,500 | \$ - | \$ 52,100 |
| TOTAL EXPENDITURES BEFORE TRANSFERS | | \$ 537,507 | \$ 483,406 | \$ 549,300 | \$ 474,740 | \$ 562,400 |
| 01-6000-907 | Transfer to PD | 714,803 | 690,300 | 625,000 | 625,000 | 625,000 |
| 01-6000-908 | Transfer to Parade & Festival | 10,000 | - | 10,000 | 10,000 | 10,000 |
| 01-8101 | Transfer from CIF - Purchase | - | - | (17,500) | - | (52,100) |
| 01-6000-999 | Contingencies | - | - | - | - | - |
| 01-6000-xxx | Repayment of Settlement loan to RAF | - | - | - | - | - |
| TOTAL REIMBURSEMENT AND TRANSFERS | | \$ 724,803 | \$ 690,300 | \$ 617,500 | \$ 635,000 | \$ 582,900 |
| TOTAL DEPARTMENT EXPENDITURES | | \$ 1,262,310 | \$ 1,173,706 | \$ 1,166,800 | \$ 1,109,740 | \$ 1,145,300 |

ENGINEERING/PLANNING/ZONING**APPROVED FY 2023 BUDGET**

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|--------------------------------------|----------------------------------|--------------------|--------------------|----------------------|-----------------------|----------------------|
| PERSONNEL SERVICES | | | | | | |
| 01-6300-118 | Salaries - Code Officials | \$ 28,440 | \$ 34,497 | \$ 35,000 | \$ 32,000 | \$ 75,000 |
| 01-6300-120 | Salaries - Engineer | - | 2,744 | 3,000 | 70,000 | 113,300 |
| 01-6300-133 | Employer IMRF | - | - | - | 10,250 | 17,500 |
| 01-6300-193 | Employer Taxes | - | - | - | 8,500 | 18,500 |
| 01-6300-151 | Unemployment Benefits | - | - | - | - | - |
| 01-6300-131 | Insurance | - | - | - | 250 | 10,000 |
| TOTAL PERSONNEL SERVICES | | \$ 28,440 | \$ 37,242 | \$ 38,000 | \$ 121,000 | \$ 234,300 |
| CONTRACTUAL SERVICES | | | | | | |
| 01-6300-314 | Telephone and Data | \$ 1,342 | \$ 1,926 | \$ 1,500 | \$ 1,800 | \$ - |
| 01-6300-315 | Copies and Printing | - | - | 500 | 200 | - |
| 01-6300-321 | Dues and Subscriptions | - | - | - | - | 1,000 |
| 01-6300-331 | Conferences and Training | - | - | - | - | 3,000 |
| 01-6300-511 | Insurance Expense | - | - | - | 200 | 700 |
| 01-6300-211 | Outside Engineering Expense | 100,723 | 66,952 | 75,000 | 32,000 | 2,500 |
| 01-6300-213 | Planning/Zoning/Building | 124,906 | 138,646 | 100,000 | 43,000 | 1,500 |
| TOTAL CONTRACTUAL SERVICES | | \$ 226,971 | \$ 207,523 | \$ 177,000 | \$ 77,200 | \$ 8,700 |
| COMMODITIES | | | | | | |
| 01-6300-312 | Office Supplies | \$ 2,944 | \$ 3,423 | \$ 3,500 | \$ - | \$ - |
| 01-6300-313 | Postage | - | - | - | - | - |
| 01-6300-351 | Office Equipment and Maintenance | - | - | - | 3,000 | - |
| 01-6300-591 | Miscellaneous Expense | - | - | - | 1,250 | - |
| 01-6300-241 | Vehicle & Equipment Maintenance | - | - | - | - | 3,000 |
| 01-6300-371 | Gas & Petroleum | - | - | - | - | 2,500 |
| TOTAL COMMODITIES | | \$ 2,944 | \$ 3,423 | \$ 3,500 | \$ 4,250 | \$ 5,500 |
| CAPITAL OUTLAY | | | | | | |
| 01-6000-812 | CAPITAL OUTLAY | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL CAPITAL OUTLAY | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 01-8101 | TRANSFER FROM RESTRICTED | \$ - | \$ - | \$ - | \$ - | \$ - |
| 01-8101 | TRANSFER TO RESTRICTED | - | - | - | - | - |
| 01-8101 | TRANSFER FROM CIF - DEBT SERVICE | - | - | - | - | - |
| 01-8101 | TRANSFER FROM CIF - PURCHASE | - | - | - | - | - |
| TOTAL DEPARTMENT EXPENDITURES | | \$ 258,355 | \$ 248,188 | \$ 218,500 | \$ 202,450 | \$ 248,500 |

*Engineering Department created for FY23 budget - moved from Administration

POLICE DEPARTMENT

Item 8.

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|--|---------------------------------------|--------------------|---------------------|--------------------|--------------------|--------------------|
| PERSONNEL SERVICES | | | | | | |
| 01-6200-114 | Hourly Wages, Full-time | \$ 374,226 | \$ 394,223 | \$ 390,000 | \$ 410,000 | \$ 418,000 |
| 01-6200-115 | Hourly Wages, Part-time | 56,608 | 45,045 | 44,000 | 16,500 | 25,000 |
| 01-6200-116 | Overtime Wages, Full-time | 3,599 | 2,004 | 5,000 | 4,500 | 5,000 |
| 01-6200-119 | Hourly - Clerical | 1,456 | 1,352 | 2,500 | 1,500 | 18,500 |
| 01-6200-131 | Insurance | 72,923 | 69,824 | 72,000 | 62,000 | 80,000 |
| 01-6200-133 | Employer Paid Retirement | 36,029 | 42,804 | 40,000 | 41,000 | 38,000 |
| 01-6200-151 | Unemployment | - | - | - | - | - |
| 01-6200-193 | Employer Taxes | 31,577 | 33,765 | 34,500 | 33,000 | 37,500 |
| TOTAL PERSONNEL SERVICES | | \$ 576,418 | \$ 589,017 | \$ 588,000 | \$ 568,500 | \$ 622,000 |
| CONTRACTUAL SERVICES | | | | | | |
| 01-6200-211 | Legal Services | \$ 175 | \$ - | \$ 500 | \$ 1,000 | \$ 1,000 |
| 01-6200-212 | Adjudication | - | - | - | - | 5,000 |
| 01-6200-261 | Dispatch | 59,150 | 61,500 | 62,730 | 62,730 | 64,000 |
| 01-6200-314 | Telephone and Data | 11,965 | 20,227 | 16,000 | 20,000 | 21,500 |
| 01-6200-315 | Copies and Printing | 634 | 979 | 1,000 | 800 | 1,000 |
| 01-6200-316 | Utilities | - | - | - | - | 1,620 |
| 01-6200-321 | Dues and Subscriptions | 685 | 9,154 | 10,000 | 10,000 | 12,000 |
| 01-6200-331 | Training | 3,877 | 4,774 | 7,000 | 6,000 | 7,500 |
| 01-6200-511 | Insurance Expense | 30,874 | 29,339 | 33,500 | 25,000 | 22,500 |
| 01-6200-512 | Legal - Union | - | - | - | - | - |
| TOTAL CONTRACTUAL SERVICES | | \$ 107,360 | \$ 125,973 | \$ 130,730 | \$ 125,530 | \$ 136,120 |
| COMMODITIES | | | | | | |
| 01-6200-198 | Uniforms | \$ 4,308 | \$ 3,245 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| 01-6200-199 | Uniform Allowance | 2,954 | 1,995 | 5,000 | 6,000 | 7,500 |
| 01-6200-240 | Equipment Purchases/Maintenance | 6,661 | 9,133 | 10,000 | 10,000 | 14,500 |
| 01-6200-241 | Vehicle Maintenance | 14,428 | 9,232 | 10,000 | 15,000 | 15,000 |
| 01-6200-242 | Office Maintenance | 202 | 55 | 500 | 100 | 500 |
| 01-6200-312 | Office Supplies | 650 | 771 | 1,000 | 800 | 1,000 |
| 01-6200-313 | Postage | 136 | 68 | 125 | 125 | 125 |
| 01-6200-351 | Office Equipment Maintenance | 6,292 | 3,864 | 5,000 | 5,500 | 6,000 |
| 01-6200-361 | DUI Prevention Equipment | 1,974 | 1,686 | 2,000 | 3,000 | 3,000 |
| 01-6200-371 | Fuel | 14,450 | 12,209 | 16,000 | 15,000 | 16,000 |
| 01-6200-421 | Community Programs | 454 | 733 | 1,000 | 950 | 1,000 |
| 01-6200-550 | Technology Upgrades | 3,304 | 32,276 | 5,000 | 5,100 | 5,000 |
| 01-6200-591 | Miscellaneous Expense | 1,601 | 2,546 | 3,000 | 1,500 | 3,000 |
| TOTAL COMMODITIES | | \$ 57,414 | \$ 77,813 | \$ 63,625 | \$ 68,075 | \$ 77,625 |
| CAPITAL OUTLAY | | | | | | |
| 01-6200-611 | Debt Service - Principal | \$ - | \$ - | \$ - | \$ - | \$ - |
| 01-6200-621 | Debt Service - Interest | - | - | - | - | - |
| 01-6200-812 | Equip/Furn | 17,820 | - | 11,800 | 1,500 | 21,000 |
| 01-6200-814 | Vehicle | 50,819 | - | 40,600 | 52,400 | - |
| TOTAL CAPITAL OUTLAY | | \$ 68,639 | \$ - | \$ 52,400 | \$ 53,900 | \$ 21,000 |
| TOTAL EXPENDITURES BEFORE TRANSFERS | | \$ 809,831 | \$ 792,803 | \$ 834,755 | \$ 816,005 | \$ 856,745 |
| 01-4901 | REIMBURSEMENTS | \$ - | \$ - | \$ - | \$ - | \$ - |
| 03-8101 | TRANSFER FROM CIF-DEBT SERVICE | - | - | - | - | - |
| 01-8501 | LOAN PROCEEDS | - | - | - | - | - |
| 03-8101 | TRANSFER FROM CIF -PURCHASE | (68,639) | (690,476) | (52,400) | (52,400) | (21,000) |
| TOTAL REIMBURSEMENT AND TRANSFERS | | \$ (68,639) | \$ (690,476) | \$ (52,400) | \$ (52,400) | \$ (21,000) |
| TOTAL DEPARTMENT EXPENDITURES | | \$ 741,192 | \$ 102,327 | \$ 782,355 | \$ 763,605 | \$ 835,745 |

PUBLIC WORKS

Item 8.

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|-----------------------------------|-------------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| PERSONNEL SERVICES | | | | | | |
| 01-6100-118 | Hourly Wages* | \$ 287,519 | \$ 295,460 | \$ 292,500 | \$ 279,000 | \$ 255,000 |
| 01-6100-118 | Overtime Pay | - | - | 1,500 | 1,500 | 6,000 |
| 01-6100-193 | Employer Taxes | 21,797 | 23,343 | 23,000 | 21,500 | 20,000 |
| 01-6100-133 | Employer Paid Retirement | 26,769 | 31,131 | 30,000 | 27,375 | 23,500 |
| 01-6100-131 | Insurance | 42,015 | 40,403 | 40,500 | 36,000 | 48,500 |
| TOTAL PERSONNEL SERVICES | | \$ 378,100 | \$ 390,337 | \$ 387,500 | \$ 365,375 | \$ 353,000 |
| CONTRACTUAL SERVICES | | | | | | |
| 01-6100-197 | Drug/Alcohol Programs | \$ 573 | \$ 509 | \$ 600 | \$ 500 | \$ 600 |
| 01-6100-218 | Street Lights--Maintenance | 232 | 3,761 | 1,000 | 2,000 | 1,000 |
| 01-6100-219 | Street Lights--Electricity | 31,476 | 31,843 | 35,000 | 34,500 | 36,500 |
| 01-6100-234 | Contract Mowing (Parks) | 19,020 | 17,010 | 19,500 | 20,000 | - |
| 01-6100-239 | Nuisance Mowing | 1,495 | 825 | 1,000 | 3,500 | 1,000 |
| 01-6100-244 | Facility Lease | - | - | - | - | - |
| 01-6100-245 | Equipment Rental | 13,505 | 8,805 | 13,000 | 10,000 | 13,000 |
| 01-6100-246 | Portable Equipment Rental | 2,820 | - | - | - | - |
| 01-6100-247 | Scavenger Service | - | 2,400 | 3,000 | 1,500 | - |
| 01-6100-314 | Telephone and Data | 5,482 | 6,572 | 6,000 | 5,000 | 6,000 |
| 01-6100-316 | Utilities | 9,130 | 8,257 | 9,500 | 9,960 | 7,900 |
| 01-6100-331 | Training | - | - | 500 | 500 | 2,000 |
| 01-6100-511 | Insurance | 32,983 | 35,343 | 38,000 | 31,000 | 31,500 |
| 01-6100-522 | Fees/Permits | - | - | - | - | 1,000 |
| TOTAL CONTRACTUAL SERVICES | | \$ 116,716 | \$ 115,324 | \$ 127,100 | \$ 118,460 | \$ 99,500 |
| COMMODITIES | | | | | | |
| 01-6100-198 | Uniforms | \$ 2,309 | \$ 837 | \$ 1,800 | \$ 1,200 | \$ 1,600 |
| 01-6100-220 | Road Salt | 24,246 | 24,677 | 27,000 | 27,000 | 30,000 |
| 01-6100-221 | Road Signs | 1,467 | 1,349 | 1,500 | 2,050 | 2,000 |
| 01-6100-222 | Railroad Crossing Maintenance | 2,474 | - | 2,000 | 2,000 | 1,000 |
| 01-6100-223 | Road Patch Mix | 1,376 | 455 | 2,000 | 1,000 | - |
| 01-6100-224 | Street Repair Materials | 6,942 | 16,528 | 20,000 | 18,000 | 24,000 |
| 01-6100-225 | Roadway Safety Paint | 791 | 1,377 | 1,500 | 500 | - |
| 01-6100-226 | Tools and Hardware | 1,671 | 3,811 | 3,000 | 3,500 | 3,000 |
| 01-6100-227 | Equipment Purchase | 7,850 | 3,750 | 14,250 | 14,000 | 10,000 |
| 01-6100-231 | Streets | 36 | 934 | - | - | - |
| 01-6100-232 | Town Garage Maintenance | 6,220 | 7,011 | 550 | 5,500 | 550 |
| 01-6100-235 | Parks - Equipment Maintenance | 1,063 | 1,213 | 10,000 | 8,000 | 10,000 |
| 01-6100-236 | Parks - General Maintenance | 1,667 | 23 | - | 565 | - |
| 01-6100-237 | Parks - Grounds Maintenance | 5,651 | 3,092 | - | - | - |
| 01-6100-241 | Equipment Maintenance | 28,544 | 20,444 | 15,000 | 23,000 | 15,000 |
| 01-6100-242 | Town Hall Maintenance | 8,839 | 4,014 | 6,000 | 4,000 | 6,000 |
| 01-6100-253 | Detention Pond Repairs | 185 | - | - | - | - |
| 01-6100-254 | Catch Basin Repairs | 1,644 | 2,694 | - | 1,500 | - |
| 01-6100-255 | Storm Sewer Repairs | 2,035 | 1,882 | 6,000 | 6,400 | 6,000 |
| 01-6100-256 | Sump Line Installations | 380 | - | 400 | - | - |
| 01-6100-258 | Forestry | 5,254 | 5,540 | 12,000 | 5,000 | 8,000 |
| 01-6100-312 | Office Supplies | - | 40 | 250 | 200 | - |
| 01-6100-351 | Office Equipment & Maint | 1,515 | 374 | 2,000 | 1,800 | 2,000 |
| 01-6100-371 | Fuel | 16,585 | 16,292 | 20,000 | 15,000 | 20,000 |
| 01-6100-522 | Fees & Permits | - | - | - | - | 1,000 |
| 01-6100-525 | Technology Upgrades | - | - | - | 800 | - |
| 01-6100-591 | Miscellaneous | 2,401 | 1,920 | 500 | 2,400 | 500 |
| TOTAL COMMODITIES | | \$ 131,143 | \$ 118,259 | \$ 145,750 | \$ 143,415 | \$ 140,650 |

PUBLIC WORKS

Item 8.

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|--|----------------------------------|--------------------|--------------------|----------------------|-----------------------|----------------------|
| CAPITAL OUTLAY | | | | | | |
| 01-6100-611 | Debt Service - Principal | \$ 29,337 | \$ 37,291 | \$ 39,216 | \$ 38,747 | \$ 39,927 |
| 01-6100-621 | Debt Service - Interest | 24,855 | 20,832 | 12,102 | 12,381 | 11,201 |
| 01-6100-811 | Purchase/Construction | 8,900 | - | - | - | 34,000 |
| 01-6100-812 | Equipment | - | - | 32,000 | 36,500 | 19,000 |
| 01-6100-813 | Capital Outlay-Building | - | - | - | - | - |
| 01-6100-814 | Vehicle | - | - | - | - | - |
| TOTAL CAPITAL OUTLAY | | \$ 63,092 | \$ 58,123 | \$ 83,319 | \$ 87,628 | \$ 104,128 |
| TOTAL EXPENDITURES BEFORE TRANSFERS | | \$ 689,051 | \$ 682,044 | \$ 743,669 | \$ 714,878 | \$ 697,278 |
| 01-8101 | TRANSFER FROM RESTRICTED | \$ - | \$ - | \$ - | \$ - | \$ - |
| 01-8101 | TRANSFER TO RESTRICTED | - | - | - | - | - |
| 01-8101 | TRANSFER FROM CIF - DEBT SERVICE | - | - | (51,318) | (51,318) | (51,128) |
| 01-8101 | TRANSFER FROM CIF - PURCHASE | - | - | (32,000) | (32,000) | (19,000) |
| 01-8501 | LOAN PROCEEDS | - | - | - | - | - |
| TOTAL REIMBURSEMENT AND TRANSFERS | | \$ - | \$ - | \$ (83,318) | \$ (83,318) | \$ (70,128) |
| TOTAL DEPARTMENT EXPENDITURES | | \$ 689,051 | \$ 682,044 | \$ 660,351 | \$ 631,560 | \$ 627,150 |

TOWN OF CORTLAND

MOTOR FUEL TAX FUND**APPROVED FY 2023 BUDGET**

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|-------------------|-------------|--------------------|--------------------|----------------------|-----------------------|----------------------|
|-------------------|-------------|--------------------|--------------------|----------------------|-----------------------|----------------------|

REVENUES

| | | | | | | |
|-----------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 02-4011 | MFT Allotment | \$ 157,570 | \$ 152,883 | \$ 150,000 | \$ 175,000 | \$ 175,000 |
| 02-4050 | Rebuild Illinois | - | 187,607 | 94,000 | 94,000 | 46,902 |
| 02-8011 | Interest Income | 2,299 | 419 | 500 | 200 | 500 |
| 02-4901 | Reimbursements | - | - | - | - | - |
| TOTAL REVENUES | | \$ 159,869 | \$ 340,908 | \$ 244,500 | \$ 269,200 | \$ 222,402 |

CONTRACTUAL SERVICES

| | | | | | | |
|-----------------------------------|----------------------|------------------|-----------------|------------------|------------------|-------------|
| 02-6400-235 | Contract Maintenance | 25,267 | 2,863 | 25,000 | 21,000 | - |
| TOTAL CONTRACTUAL SERVICES | | \$ 25,267 | \$ 2,863 | \$ 25,000 | \$ 21,000 | \$ - |

COMMODITIES

| | | | | | | |
|--------------------------|----------------------------|-------------------|-------------|-------------------|-------------------|-------------------|
| 02-6400-370 | Street Maint./Improvements | 151,835 | - | 250,000 | 193,000 | 365,000 |
| TOTAL COMMODITIES | | \$ 151,835 | \$ - | \$ 250,000 | \$ 193,000 | \$ 365,000 |

| | | | | | | |
|--|--|-------------------|-----------------|-------------------|-------------------|-------------------|
| TOTAL EXPENDITURES BEFORE TRANSFERS | | \$ 177,102 | \$ 2,863 | \$ 275,000 | \$ 214,000 | \$ 365,000 |
|--|--|-------------------|-----------------|-------------------|-------------------|-------------------|

| | | | | | | |
|---------------------------|--------------------------|-------------------|-----------------|-------------------|-------------------|-------------------|
| 02-6400-910 | Transfers to Other Funds | - | - | - | - | - |
| TOTAL EXPENDITURES | | \$ 177,102 | \$ 2,863 | \$ 275,000 | \$ 214,000 | \$ 365,000 |

| | | | | | | |
|-------------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| BEGINNING CASH BALANCE | | \$ 123,779 | \$ 106,546 | \$ 342,799 | \$ 444,591 | \$ 499,791 |
|-------------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|

| | | | | | | |
|----------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| ENDING CASH BALANCE | | \$ 106,546 | \$ 444,591 | \$ 312,299 | \$ 499,791 | \$ 357,193 |
|----------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|

PUBLIC WORKS FY23 CAPITAL IMPROVEMENT EXPENDITURES

WATER DEPARTMENT

F250 EXTENDED CAB TRUCK W/PLOW (SPLIT WITH WASTEWATER) \$25,000

CARRY OVER FROM THE PREVIOUS APPROVED BUDGET. PROVIDES ADDITIONAL TRUCK FOR STAFF.

SECURITY FENCE AT WELL #2 \$40,000

CARRY OVER FROM THE PREVIOUS APPROVED BUDGET. FOR CONSTRUCTION OF A SECURITY FENCE AROUND THE WELL, WELLHOUSE, BRINE TANKS, AND WATER TOWER.

METAL ROOF AT WELL #1 \$10,000

FOR REPLACING THE DETERIORATING SHINGLED ROOF AT WELL #1. WORK WILL BE COMPLETED IN HOUSE BY TOWN STAFF.

WATER TOWERS WASHED AND INSPECTED \$15,000

CARRY OVER FROM THE PREVIOUS APPROVED BUDGET. THIS WILL ENABLE THE EXTERIORS OF BOTH WATER TOWERS TO BE WASHED AND PROVIDES A ROBOTIC INSPECTION OF THE 1MG WATER TOWER.

ELECTRONIC ACCESS/ KEY CARDS FOR BUILDINGS \$21,000

PROVIDES THE INSTALLATION OF KEY CARDS AT TOWN BUILDINGS
(SPLIT WITH SEWER AND STREETS DEPARTMENTS)

WATER METER UPGRADES \$15,000

THIS IS A CONTINUOUS PROCESS OF UPDATING THE CURRENT WATER METERS AND READING SYSTEM.

GIS EQUIPMENT \$2,500

THIS EQUIPMENT WILL ALLOW STAFF TO FIELD VERIFY AND ELECTRONICALLY DOCUMENT ALL SIGNS, HYDRANTS, VALVES, MANHOLES, ETC. TO BEGIN IMPLEMENTATION OF A GIS SYSTEM

WASTEWATER DEPARTMENT

PHOSPHORUS REMOVAL EQUIPMENT FOR THE WASTEWATER PLANT \$300,000

EQUIPMENT TO MITIGATE PHOSPHORUS AS DEMANDED BY THE IEPA. THESE FUNDS WILL BE COVERED BY THE ARPA GRANT.

F250 EXTENDED CAB TRUCK W/PLOW (SPLIT WITH SEWER DEPARTMENT) \$25,000

CARRY OVER FROM THE PREVIOUS APPROVED BUDGET. PROVIDES ADDITIONAL TRUCK FOR STAFF.

GIS EQUIPMENT \$2,500

THIS EQUIPMENT WILL ALLOW STAFF TO FIELD VERIFY AND ELECTRONICALLY DOCUMENT ALL SIGNS, HYDRANTS, VALVES, MANHOLES, ETC. TO BEGIN IMPLEMENTATION OF A GIS SYSTEM

ELECTRONIC ACCESS/ KEY CARDS FOR BUILDINGS \$21,000

PROVIDES THE INSTALLATION OF KEY CARDS AT TOWN BUILDINGS
(SPLIT WITH WATER AND STREETS DEPARTMENTS)

FLOW METER FOR BG LIFT STATION \$8,000

TO REPLACE THE NON-FUNCTIONING FLOW METER

STREETS AND PROPERTIES

PEDESTRIAN PATH IN THE RICHLAND TRAILS SUBDIVISION \$79,000

CONSTRUCT A PED PATH AROUND RICHLAND TRAILS SUBDIVISION - FUNDS FROM RA

STREET LIGHT ARM AT TALLGRASS AND SOMONAUK \$4,000

SEVERAL RESIDENTS HAVE VOICED CONCERNS ABOUT THE DARKNESS OF THE INTERSECTION

ZERO TURN MOWER \$15,000

ADDS AN ADDITIONAL MOWER BECAUSE OF THE ELIMINATION OF CONTRACT MOWING
WILL TRADE-IN THE OLD WOODS MOWER INHERITED FROM THE CEMETARY

MOTOR FUEL / REBUILD IL / TIF

NEUCORT SUBDIVISION \$110,000

ALL ROAD WITHIN NEUCORT SUBDIVISION WILL RECEIVE A CHIP AND SEAL TREATMENT TO HELP EXTEND THE LIFESPAN OF THE EXISTING PAVEMENT. THIS PROJECT WILL BE COMPLETED WITH MFT – REBUILD IL FUNDS

PRARIE FIELD AVENUE \$260,000

PRARIEFIELD AVENUE FROM LOVES RD TO LONGMEADOW ST WILL BE REPAVED ALONG WITH A SMALL SEGMENT OF NORTH SPRUCE STREET

SOMONAUK ROAD \$200,000

WITH DSATS FUNDING WE WILL BEGIN REHABILITATION OF SOMONAUK ROAD FROM RT 38 TO NORTH AVENUE. TIF FUNDING WILL BE USED TO COVER THE TOWNS LOCAL MATCH

VARIOUS ROAD WORK \$100,000

CONESTOGA AVE, PORTIONS OF NORTH PAMAPAS, AND NORTH PRARIE WILL BE REPAVED UTILIZING TIF FUNDS

MFT/Rebuild and TIF Projects

FY23

February 2022

- There are two projects planned this year which will utilize MFT/Rebuild funds. The first is a maintenance project within NeuCort Subdivision. All roads within NeuCort subdivision will receive a chip and seal treatment to preserve the lifespan of the existing pavement. \$110,000
- The second MFT/Rebuild project includes patching and repaving of Prairiefield Avenue from Loves Road to Longmeadow Street. Also included is a small segment of North Spruce Street. \$260,000
- TIF funds are anticipated to support the rehabilitation and maintenance of Somonauk Road from Route 38 to North Avenue. This project has been selected and approved through DSATS. The TIF funds will be used as the town's local match. \$200,000
- Conestoga Avenue, portions of North Pampas and North Prairie will be repaved with TIF funds. \$100,000

Approved Capital Equipment/Construction Expenditures Included in 2023 Budget

| Public Works Department | | Cost |
|---|-----|------------------|
| Mower | CAP | \$ 15,000 |
| Street Light Arm - Tallgrass and Somonuak | CAP | 4,000 |
| Pedestrian Path Construction | RAF | 79,000 |
| Total Streets and Maintenance | | \$ 98,000 |

| Police Department | | |
|--|----|------------------|
| Protective Ballistic Shields | PD | \$ 4,400 |
| 2 Radar Street Signs | PD | 8,000 |
| Barcode Evidence | PD | 8,600 |
| New Police Vehicle (& upfitting) order FY23 receive FY24 | PD | - |
| Total Police Department | | \$ 21,000 |

| Administration | | |
|--|-------|------------------|
| Town Board and Office Chairs | Admin | \$ 8,800 |
| Civic, Mipay, Mitime, Miexcel | Admin | 12,800 |
| Computer Maint/ Upgrades & Software | Admin | 7,500 |
| Electronic Building Access and Key Cards | Admin | 23,000 |
| Total Administration | | \$ 52,100 |

| Sewer Department | | |
|---|-------|-------------------|
| F250 Extended Cab w/plow, split with Water department | Sewer | \$ 25,000 |
| GIS Equipment | Sewer | 2,500 |
| Facility Plan | Sewer | 40,000 |
| Loan Application | Sewer | 15,000 |
| Flow Meter Barber Green Lift Station | Sewer | 8,000 |
| Electronic Building Access and Key Cards | Sewer | 23,000 |
| Total Sewer Department | | \$ 113,500 |

| Water Department | | |
|---|-------|-------------------|
| F250 Extended Cab w/plow, split with Sewer department | Water | \$ 25,000 |
| GIS Equipment | Water | 2,500 |
| Towers Washed & Inspected | Water | 15,000 |
| Meter upgrades/new software | Water | 15,000 |
| Fence at Well 2 | Water | 40,000 |
| Roof at Well 1 | Water | 10,000 |
| Electronic Building Access and Key Cards | Water | 23,000 |
| Total Water Department | | \$ 130,500 |
| Grand Total | | \$ 415,100 |

CAPITAL IMPROVEMENT FUND**APPROVED FY 2023 BUDGET**

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|-------------------------------|-----------------------------------|---------------------|---------------------|----------------------|-----------------------|----------------------|
| REVENUES | | | | | | |
| 03-4011 | Electricity Tax | \$ 85,121 | \$ 88,155 | \$ 88,000 | \$ 96,750 | \$ 95,000 |
| 03-4021 | Natural Gas Tax | 50,569 | 54,279 | 45,000 | 50,000 | 45,000 |
| 03-4031 | Telephone Tax | 40,265 | 28,961 | 45,000 | 31,250 | 30,000 |
| 03-8011 | Interest Income | 5,100 | 428 | 400 | 150 | 400 |
| 03-4041 | Non-Home Rule Sales Tax | 235,069 | 249,446 | 235,000 | 374,000 | 375,000 |
| 03-8301 | Grant Revenue | - | - | - | - | 935,000 |
| TOTAL REVENUES | | \$ 416,123 | \$ 421,269 | \$ 413,400 | \$ 552,150 | \$ 1,480,400 |
| EXPENDITURES | | | | | | |
| 03-6500-421 | Community Programs | \$ 2,812 | \$ 2,974 | \$ 15,000 | \$ 6,500 | \$ 15,000 |
| 03-6500-xxx | Land Acquisition - Chestnut Grove | \$ - | \$ - | \$ - | \$ - | \$ 12,000 |
| 03-6500-522 | NPDES Permit Fee | 1,000 | 1,000 | 1,000 | 1,000 | - |
| 03-6500-726 | Donations - Community Agencies | 3,000 | 3,000 | 5,000 | 4,500 | 5,000 |
| 03-6500-821 | Town Hall Improvements | - | - | - | - | - |
| 03-6500-824 | Street Improvement | - | - | - | - | 800,000 |
| 03-6500-832 | Handicapped Accessibility | - | - | 1,000 | - | - |
| 03-6500-837 | Emergency Preparedness | 1,054 | 1,075 | 1,500 | - | - |
| 03-6500-840 | Holiday Decorations | 2,558 | 3,375 | 3,000 | 6,500 | - |
| 03-6500-841 | Sidewalk repairs | 1,637 | 735 | - | - | - |
| 03-6500-842 | Sidewalks, new construction | 27,842 | 10,991 | 12,000 | 6,000 | 12,000 |
| 03-6500-843 | Town Garage finishing items | 7,130 | 6,484 | 10,500 | 3,000 | - |
| 03-6500-846 | Splash Pad | - | - | - | - | 135,000 |
| TOTAL EXPENDITURES | | \$ 47,033 | \$ 29,634 | \$ 49,000 | \$ 27,500 | \$ 979,000 |
| 03-6500-910 | INTERFUND TRANSFERS IN (OUT) | \$ (303,520) | \$ (351,655) | \$ (325,000) | \$ (325,000) | \$ (26,655) |
| 03-6500-912 | DEBT SERVICE TRANSFERS | (54,192) | (54,650) | (51,318) | (51,318) | (51,128) |
| 03-6500-913 | CAPITAL PURCHASE TRANSFERS | (123,000) | - | (101,900) | - | (92,100) |
| 03-6500-XXX | TRANSFER FROM RESTRICTED | - | - | - | - | - |
| TOTAL TRANSFERS | | \$ (480,712) | \$ (406,305) | \$ (478,218) | \$ (376,318) | \$ (169,883) |
| EXCESS (DEFICIT) | | \$ (111,621) | \$ (14,670) | \$ (113,818) | \$ 148,332 | \$ 331,517 |
| BEGINNING FUND BALANCE | | \$ 248,585 | \$ 136,963 | \$ 125,953 | \$ 122,294 | \$ 270,626 |
| ENDING FUND BALANCE | | \$ 136,963 | \$ 122,294 | \$ 12,135 | \$ 270,626 | \$ 602,143 |

TOWN OF CORTLAND

SEWER SYSTEM

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|-----------------------------------|---------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| REVENUES | | | | | | |
| 06-4011 | Service Fees | \$ 538,648 | \$ 542,005 | \$ 539,580 | \$ 545,000 | \$ 543,000 |
| 06-4021 | Penalties | 19,138 | 19,047 | 23,000 | 31,500 | 30,000 |
| 06-4041 | Bad Check Charges | 25 | 30 | 50 | 25 | 50 |
| 06-4051 | Permits | - | 42,000 | 10,000 | 35,000 | 25,000 |
| 06-8011 | Interest Income | 19,996 | 23,444 | 3,000 | 800 | 1,000 |
| 06-8801 | Lease Income | 95,927 | 13,872 | 10,725 | 10,725 | 10,725 |
| 06-8300 | Grant Revenue | 5,394 | 4,737 | 2,500 | - | - |
| TOTAL REVENUES | | \$ 679,129 | \$ 645,135 | \$ 588,855 | \$ 623,050 | \$ 609,775 |
| PERSONNEL SERVICES | | | | | | |
| 06-7300-118 | Hourly Wages* | \$ 70,189 | \$ 76,233 | \$ 76,000 | \$ 78,250 | \$ 75,000 |
| 06-7300-193 | Employer Taxes | 5,332 | 6,015 | 6,000 | 6,000 | 5,700 |
| 06-7300-133 | Employer Paid Retirement | 6,467 | 6,359 | 7,800 | 7,700 | 6,800 |
| 06-7300-131 | Insurance | 11,109 | 12,121 | 11,500 | 9,750 | 12,200 |
| TOTAL PERSONNEL SERVICES | | \$ 93,097 | \$ 100,728 | \$ 101,300 | \$ 101,700 | \$ 99,700 |
| CONTRACTUAL SERVICES | | | | | | |
| 06-7300-211 | Legal/Collection Expense | \$ - | \$ - | \$ 5,000 | \$ - | \$ 5,000 |
| 06-7300-217 | Fines | - | - | - | 135 | - |
| 06-7300-220 | Court Order | - | - | - | - | - |
| 06-7300-212 | Engineering Expense | 5,715 | 21,003 | 12,500 | 200 | 2,500 |
| 06-7300-213 | Consulting Fees / Billing | 15,280 | 16,000 | 16,750 | 16,250 | 16,000 |
| 06-7300-214 | Audit | 4,310 | 4,500 | 4,600 | 4,600 | 4,000 |
| 06-7300-221 | Utilities | 106,933 | 110,054 | 96,000 | 103,150 | 110,000 |
| 06-7300-222 | Sewage Processing | - | - | - | - | - |
| 06-7300-251 | Contract Maintenance | - | - | - | - | - |
| 06-7300-312 | Annual Permit Fees | 10,500 | 10,500 | 11,000 | 10,500 | 11,000 |
| 06-7300-313 | Training | - | - | 2,000 | 350 | 2,000 |
| 06-7300-345 | Wastewater Testing | 13,524 | 13,099 | 17,500 | 10,000 | 17,500 |
| 06-7300-511 | Insurance Expense | 2,613 | 2,506 | 8,000 | 2,500 | 4,100 |
| TOTAL CONTRACTUAL SERVICES | | \$ 158,874 | \$ 177,662 | \$ 173,350 | \$ 147,685 | \$ 172,100 |

TOWN OF CORTLAND

SEWER SYSTEM

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|--------------------------------------|------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| COMMODITIES | | | | | | |
| 06-7300-311 | Office Expense | \$ 5,268 | \$ 6,785 | \$ 6,500 | \$ 5,500 | \$ 6,500 |
| 06-7300-315 | Office equipment, computers | - | - | - | - | - |
| 06-7300-314 | Telephone | 2,830 | 3,221 | 5,000 | 3,500 | 5,000 |
| 06-7300-198 | Uniforms | 642 | 493 | 800 | 500 | 600 |
| 06-7300-371 | Fuel | 1,577 | 1,452 | 2,200 | 2,500 | 2,200 |
| 06-7300-218 | Equipment | 677 | 334 | 3,000 | | 3,000 |
| 06-7300-241 | Vehicle and Equipment Maint. | 2,862 | 4,459 | 3,000 | 2,000 | 3,000 |
| 06-7300-243 | System Maintenance | 22,590 | 27,274 | 40,000 | 20,000 | 40,000 |
| 06-7300-531 | Real Estate Taxes | 280 | 3,580 | - | 1,500 | - |
| 06-7300-491 | Grant Expense | 646 | 3,769 | 3,500 | | 3,500 |
| 06-7300-591 | Miscellaneous Expense | 107 | 37 | 500 | 2,000 | 500 |
| TOTAL COMMODITIES | | \$ 37,479 | \$ 51,404 | \$ 64,500 | \$ 37,500 | \$ 64,300 |
| CAPITAL OUTLAY | | | | | | |
| 06-7300-611 | Debt Service - Principal | \$ - | \$ - | \$ 48,000 | \$ - | \$ 47,255 |
| 06-7300-621 | Debt Service - Interest | 16,909 | 14,504 | 12,948 | - | 13,692 |
| 06-7300-811 | Construction | - | - | | - | 15,000 |
| 06-7300-812 | Equipment | - | 9,850 | 36,000 | - | 58,500 |
| 06-7300-826 | Facility Plan | - | - | 55,000 | 9,300 | 40,000 |
| 06-7300-827 | Lift Station Replacement | - | - | - | - | - |
| TOTAL CAPITAL OUTLAY | | \$ 16,909 | \$ 24,353 | \$ 151,948 | \$ 9,300 | \$ 174,447 |
| 06-8101 | INTERFUND TRANSFERS | \$ - | \$ - | \$ - | \$ - | \$ - |
| 06-8501 | LOAN PROCEEDS | - | - | - | - | - |
| TOTAL DEPARTMENT EXPENDITURES | | \$ 306,359 | \$ 354,147 | \$ 491,098 | \$ 296,185 | \$ 510,547 |
| EXCESS (DEFICIT) | | \$ 372,769 | \$ 290,988 | \$ 97,757 | \$ 326,865 | \$ 99,228 |
| BEGINNING CASH BALANCE | | \$ 1,667,856 | \$ 2,040,625 | \$ 1,302,588 | \$ 2,331,613 | \$ 2,658,478 |
| ENDING CASH BALANCE | | \$ 2,040,625 | \$ 2,331,613 | \$ 1,400,345 | \$ 2,658,478 | \$ 2,757,706 |

TOWN OF CORTLAND

WATER SYSTEM

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|-----------------------------------|----------------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| REVENUES | | | | | | |
| 07-4011 | Water Sales | \$ 505,641 | \$ 513,867 | \$ 520,000 | \$ 530,000 | \$ 530,000 |
| 07-4021 | Penalties | 1,180 | 1,285 | 1,000 | 1,500 | 1,000 |
| 07-4041 | Bad Check Charges | 25 | 30 | 50 | 25 | 50 |
| 07-4051 | Permits | 3,500 | 52,438 | 15,000 | 42,500 | 30,000 |
| 07-4301-4403 | Meter Sales and Access Fees | 3,738 | 8,700 | 5,000 | 1,200 | 5,100 |
| 07-8011 | Interest Income | 9,774 | 1,084 | 2,000 | 300 | 500 |
| 07-8801 | Lease Income | 3,720 | 3,720 | 3,720 | 3,720 | 3,720 |
| 07-4901-4908 | Reimburse: Water Tower | - | - | - | - | - |
| 07-4991 | Other Income | 1,158 | 691 | 1,500 | 1,400 | 1,500 |
| TOTAL REVENUES | | \$ 528,735 | \$ 581,815 | \$ 548,270 | \$ 580,645 | \$ 571,870 |
| PERSONNEL SERVICES | | | | | | |
| 07-7400-118 | Hourly Wages* | \$ 105,284 | \$ 114,271 | \$ 114,000 | \$ 114,000 | \$ 111,000 |
| 07-7400-193 | Employer Taxes | 7,998 | 9,023 | 8,721 | 9,000 | 8,400 |
| 07-7400-133 | Employer Paid Retirement | 9,701 | 12,847 | 12,000 | 11,500 | 10,000 |
| 07-7400-131 | Insurance | 16,664 | 18,182 | 17,000 | 15,000 | 18,330 |
| 07-7400 | Water Billing Personnel Services | - | - | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 139,646 | \$ 154,322 | \$ 151,721 | \$ 149,500 | \$ 147,730 |
| CONTRACTUAL SERVICES | | | | | | |
| 07-7400-211 | Legal/Collection Expense | \$ - | \$ - | \$ - | \$ - | \$ - |
| 07-7400-212 | Engineering Expense | 6,694 | - | 5,000 | 150 | 2,500 |
| 07-7400-213 | Consulting Fees/ Billing | 22,920 | 24,000 | 24,000 | 24,000 | 24,000 |
| 07-7400-214 | Audit | 4,310 | 4,400 | 4,400 | 4,400 | 4,000 |
| 07-7400-221 | Utilities | 65,435 | 80,138 | 67,000 | 74,210 | 82,000 |
| 07-7400-222 | Water Processing | 95,869 | 95,128 | 98,000 | 96,000 | 105,000 |
| 07-7400-225 | Water tower | - | - | - | - | - |
| 07-7400-331 | Training | 240 | 124 | 2,000 | 600 | 2,000 |
| 07-7400-511 | Insurance Expense | 11,103 | 10,581 | 15,000 | 10,000 | 6,800 |
| TOTAL CONTRACTUAL SERVICES | | \$ 206,571 | \$ 214,371 | \$ 215,400 | \$ 209,360 | \$ 226,300 |
| COMMODITIES | | | | | | |
| 07-7400-311 | Office Expense | \$ 10,459 | \$ 8,394 | \$ 11,000 | \$ 9,500 | \$ 11,000 |
| 07-7400-314 | Telephone | 2,678 | 3,192 | 5,000 | 3,200 | 5,000 |
| 07-7400-198 | Uniforms | 500 | 488 | 600 | 500 | 600 |
| 07-7400-371 | Fuel | 3,680 | 3,387 | 6,000 | 7,000 | 6,000 |
| 07-7400-241 | Vehicle and Equipment Maint. | 2,304 | 5,144 | 5,000 | 2,500 | 5,000 |
| 07-7400-243 | Water System Maintenance | 30,154 | 15,932 | 30,000 | 25,000 | 30,000 |
| 07-7400-341 | Meter Purchases and Supplies | 14,964 | 10,395 | 15,000 | 13,500 | 15,000 |
| 07-7400-343 | Connection Expense | 4,190 | 2,665 | 5,000 | 2,600 | 5,000 |
| 07-7400-344 | Access Supplies | - | - | - | - | - |
| 07-7400-345 | Treatment Chemicals/Testing | 17,209 | 17,714 | 20,000 | 17,250 | 20,000 |
| 07-7400-346 | Tools | 998 | 646 | 1,250 | 1,500 | 1,250 |
| 07-7400-591 | Miscellaneous Expense | - | - | - | - | - |
| TOTAL COMMODITIES | | \$ 87,136 | \$ 67,957 | \$ 98,850 | \$ 82,550 | \$ 98,850 |

TOWN OF CORTLAND

WATER SYSTEM

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|--------------------------------------|---|--------------------|--------------------|----------------------|-----------------------|----------------------|
| CAPITAL OUTLAY | | | | | | |
| 07-7400-611 | Debt Service - Principal | \$ - | \$ - | \$ - | \$ - | \$ - |
| 07-7400-621 | Debt Service - Interest | - | - | - | - | - |
| 07-7400-811 | Construction | 27,442 | 21,393 | 55,000 | - | 65,000 |
| 07-7400-812 | Equipment | - | 12,381 | 51,000 | 10,000 | 65,500 |
| 07-7400-826 | Engineering Study | - | - | - | - | - |
| TOTAL CAPITAL OUTLAY | | \$ 27,442 | \$ 33,774 | \$ 106,000 | \$ 10,000 | \$ 130,500 |
| 07-7400-910 | INTERFUND TRANSFERS | \$ - | \$ - | \$ - | \$ - | \$ - |
| 07-8501 | LOAN PROCEEDS | - | - | - | - | - |
| TOTAL DEPARTMENT EXPENDITURES | | \$ 460,794 | \$ 470,423 | \$ 571,971 | \$ 451,410 | \$ 603,380 |
| EXCESS (DEFICIT) | | \$ 67,941 | \$ 111,392 | \$ (23,701) | \$ 129,235 | \$ (31,510) |
| BEGINNING CASH BALANCE | | \$ 542,941 | \$ 610,882 | \$ 567,402 | \$ 722,274 | \$ 586,674 |
| ENDING CASH BALANCE | | \$ 610,882 | \$ 722,274 | \$ 543,701 | \$ 586,674 | \$ 555,164 |
| | Radium Removal Decommissioning and Disposal Financial Assurance*** | 135,600 | 135,600 | 159,720 | 159,720 | 159,720 |
| ENDING AVAILABLE CASH BALANCE | | \$ 475,282 | \$ 586,674 | \$ 383,981 | \$ 426,954 | \$ 395,444 |

NOTES:

** This line item represents the reimbursement to the General Fund (Administration) for Town staff performing billing services for the Water Department

*** This line item represents the financial security required by IEMA in the event the vendor (WRT) cannot perform its duties and responsibilities with respect to the disposal of the radioactive media used in the radium removal process.

TOWN OF CORTLAND

RESTRICTED ASSETS

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|--|---------------------------------|--------------------|--------------------|----------------------|-----------------------|----------------------|
| REVENUES | | | | | | |
| 13-4166 | Cemetery Receipts | 975 | 4,250 | 2,500 | 1,500 | 2,500 |
| 13-4167 | Waste Collection Agreement | 19,905 | 16,191 | 16,000 | 18,250 | 17,000 |
| 13-4168 | Airport Road Property Rent | - | - | - | - | - |
| 13-4170 | Airport Road Farm Rent | - | 71,000 | 85,000 | - | - |
| 13-4171 | Park Lot Dev Fees - General | 200 | 1,900 | 1,000 | 1,200 | 1,000 |
| 13-4204 | Capital Contrib: Town Hall Bldg | 700 | 3,500 | 3,000 | 700 | 1,000 |
| 13-4206 | Capital Equipment | - | 3,150 | - | 3,500 | - |
| 13-8011 | Interest on Investment | 22,001 | 77,264 | 2,500 | 500 | 1,000 |
| 13-8701 | Developer Contributions | - | - | - | - | - |
| TOTAL REVENUES | | \$ 43,781 | \$ 177,255 | \$ 110,000 | \$ 25,650 | \$ 22,500 |
| EXPENDITURES | | | | | | |
| 13-8000-812 | Capital Equipment | \$ - | \$ - | \$ - | \$ - | \$ 20,000.00 |
| 13-8000-824 | McPhillips Park | - | - | - | - | 14,000 |
| 13-8000-832 | Subdivision Improvement | - | - | - | - | - |
| 13-8000-833 | Public Works / Police Facility | - | - | - | - | - |
| 13-8000-350 | Road Improvements | - | - | - | - | - |
| 13-8000-352 | Administrative Fund | 686 | 862 | - | - | - |
| 13-8000-354 | Punch List Follow Up Items | 46,790 | - | - | - | - |
| 13-8000-834 | Police Facility | - | - | - | - | - |
| 13-8000-836 | Cemetery Maint/Improvements | 19,280 | 19,882 | 8,000 | 9,000 | - |
| 13-8000-839 | Airport Road Property Taxes | 31,932 | 28,646 | 30,000 | 21,000 | - |
| 13-8000-840 | Airport Road Utilities | 3,574 | 492 | 1,200 | 200 | - |
| 13-8000-850 | Street Repairs | - | - | 25,000 | 25,000 | 25,000 |
| TOTAL EXPENDITURES BEFORE TRANSFERS | | \$ 102,261 | \$ 49,882 | \$ 64,200 | \$ 55,200 | \$ 59,000 |
| 13-8000-908 | Transfer to Capital | - | 119,334 | - | - | - |
| 13-8000-9XX | Transfer to/from General Fund | 2,882 | - | - | - | 26,655 |
| TOTAL EXPENDITURES AND TRANSFERS | | \$ 105,143 | \$ 169,216 | \$ 64,200 | \$ 55,200 | \$ 32,345 |
| BEGINNING CASH BALANCE | | \$ 646,502 | \$ 585,141 | \$ 720,037 | \$ 593,180 | \$ 563,630 |
| ENDING CASH BALANCE | | \$ 585,141 | \$ 593,180 | \$ 765,837 | \$ 563,630 | \$ 553,784 |
| RESERVED FUNDS - DUE TO OTHERS | | | | | | |
| ENDING AVAILABLE CASH BALANCE | | \$ 585,141 | \$ 593,180 | \$ 765,837 | \$ 563,630 | \$ 553,784 |

TOWN OF CORTLAND

Parade & Festival Fund

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|-----------------------------------|--------------------------------|------------------|-----------------|-------------------|--------------------|-------------------|
| REVENUES | | | | | | |
| 09-4961 | Donations | \$ 1,707 | \$ - | \$ 1,000 | \$ 4,700 | \$ 5,000 |
| 09-4971 | Fundraisers | - | - | 250 | - | - |
| 09-4972 | Festival Receipts | 17,062 | - | 20,000 | 20,850 | 22,000 |
| 09-8011 | Interest on Investment | 16 | 1 | 15 | 10 | - |
| 09-4999 | Miscellaneous Revenue | | | | | |
| TOTAL REVENUES | | \$ 18,784 | \$ 1 | \$ 21,265 | \$ 25,560 | \$ 27,000 |
| CONTRACTUAL SERVICES | | | | | | |
| 09-7700-218 | Contracted Groups/Events/Labor | \$ 20,992 | \$ - | \$ 19,000 | \$ 18,000 | \$ 20,000 |
| 09-7700-241 | Rentals | 5,987 | - | 6,000 | 5,000 | 6,000 |
| TOTAL CONTRACTUAL SERVICES | | \$ 26,979 | \$ - | \$ 25,000 | \$ 23,000 | \$ 26,000 |
| COMMODITIES | | | | | | |
| 09-7700-312 | Supplies | \$ 3,681 | \$ - | \$ 4,000 | \$ 4,800 | \$ 4,000 |
| 09-7700-313 | Postage | - | - | 100 | - | 100 |
| 09-7700-315 | Copies, Printing & Advertising | 1,461 | - | 250 | 1,500 | 1,000 |
| 09-7700-571 | Prizes & Awards | 350 | - | 500 | 250 | 500 |
| 09-7700-591 | Misc Expense | - | - | - | 120 | 150 |
| TOTAL COMMODITIES | | \$ 5,491 | \$ - | \$ 4,850 | \$ 6,670 | \$ 5,750 |
| TOTAL EXPENDITURES | | \$ 32,470 | \$ - | \$ 29,850 | \$ 29,670 | \$ 31,750 |
| 09-8192 | Fest/Parade Transfer from GF | 10,000 | - | 10,000 | 10,000 | 10,000 |
| BEGINNING CASH BALANCE | | \$ 4,529 | \$ 843 | \$ 981 | \$ 845 | \$ 6,735 |
| ENDING CASH BALANCE | | \$ 843 | \$ 845 | \$ 2,396 | \$ 6,735 | \$ 11,985 |

TOWN OF CORTLAND

TIF

APPROVED FY 2023 BUDGET

| ACCOUNT NUMBER | DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|-----------------------------------|------------------------|--------------------|--------------------|----------------------|-----------------------|----------------------|
| REVENUES | | | | | | |
| 14-8011 | Interest on Investment | \$ 1,708 | \$ 348 | \$ 400 | \$ 250 | \$ 400 |
| 14-8010 | Property Taxes | 100,541 | 172,655 | 197,000 | 275,000 | 325,000 |
| TOTAL REVENUES | | \$ 102,249 | \$ 173,003 | \$ 197,400 | \$ 275,250 | \$ 325,400 |
| CONTRACTUAL SERVICES | | | | | | |
| 14-6600-XXXX | Expenses | \$ 36,013 | \$ 97,409 | \$ 150,000 | \$ 120,000 | \$ 427,000 |
| TOTAL CONTRACTUAL SERVICES | | \$ 36,013 | \$ 97,409 | \$ 150,000 | \$ 120,000 | \$ 427,000 |
| TOTAL EXPENDITURES | | \$ 36,013 | \$ 97,409 | \$ 150,000 | \$ 120,000 | \$ 427,000 |
| BEGINNING CASH BALANCE | | \$ 104,963 | \$ 171,199 | \$ 269,204 | \$ 246,793 | \$ 402,043 |
| ENDING CASH BALANCE | | \$ 171,199 | \$ 246,793 | \$ 316,604 | \$ 402,043 | \$ 300,443 |

LIBRARY

APPROVED FY 2023 BUDGET

| DESCRIPTION | FYE 2020 ACTUAL | FYE 2021 ACTUAL | FYE 2022 BUDGETED | FYE 2022 PROJECTED | FYE 2023 APPROVED |
|-------------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| BEGINNING CASH ON HAND | \$ 46,156 | \$ 44,763 | \$ 46,563 | \$ 66,343 | \$ 67,243 |
| INCOME | | | | | |
| Property Taxes | \$ 231,250 | \$ 237,820 | \$ 250,000 | \$ 245,000 | \$ 257,000 |
| Donations | 4,966 | 5,106 | 3,000 | 15,500 | - |
| Per Capita Grant | 5,338 | 5,338 | 5,400 | 8,300 | 6,300 |
| Other Revenue | 2,706 | 1,218 | 1,500 | 1,000 | - |
| Interest Income | 325 | 60 | - | - | - |
| TOTAL FUND AVAILABLE | \$ 244,585 | \$ 249,542 | \$ 259,900 | \$ 269,800 | \$ 263,300 |
| EXPENSES | | | | | |
| Salaries & Wages | \$ 158,500 | \$ 145,256 | \$ 163,200 | \$ 160,000 | \$ 165,000 |
| IMRF | 10,000 | 9,079 | 10,000 | 10,000 | 10,000 |
| Health Insurance | 6,478 | 5,447 | 6,120 | 6,500 | 7,500 |
| Payroll Tax | 10,000 | 9,079 | 10,200 | 13,000 | 13,000 |
| Audit | 1,500 | 1,362 | 2,500 | 2,000 | 2,000 |
| Professional Fees | 500 | 454 | 750 | 200 | 200 |
| Utilities | 600 | 545 | 750 | 4,000 | 4,000 |
| Maintenance & OP | 5,000 | 4,539 | 5,100 | 500 | 500 |
| Office Expense | 22,000 | 21,788 | 24,500 | 25,000 | 25,000 |
| Circulation Materials | 22,000 | 21,788 | 24,500 | 27,000 | 27,000 |
| Insurance | 4,000 | 3,631 | 4,100 | 5,000 | 5,000 |
| Miscellaneous Expense | 400 | 363 | 400 | 200 | 200 |
| Capital Outlay | 4,000 | 3,631 | 4,000 | 1,000 | 1,000 |
| Working Cash | 1,000 | 1,000 | 1,000 | 10,000 | - |
| Emergency Fund | - | - | - | 1,000 | 1,000 |
| Programs | - | - | - | 3,500 | 3,500 |
| TOTAL EXPENSES | \$ 245,978 | \$ 227,962 | \$ 257,120 | \$ 268,900 | \$ 264,900 |
| ENDING CASH ON HAND | \$ 44,763 | \$ 66,343 | \$ 49,343 | \$ 67,243 | \$ 65,643 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--------------------------------------|---------------|------------|--------------|-------------|-------|
| <u>PROPERTY TAX</u> | | | | | |
| 01-4051 PROPERTY TAX REVENUE | .00 | .00 | 584,000.00 | 584,000.00 | .0 |
| 01-4052 RE TAX - CORPORATE LEVY | .00 | 471,673.24 | .00 (| 471,673.24) | .0 |
| 01-4058 RE TAX - IMRF LEVY | .00 | 55,850.56 | .00 (| 55,850.56) | .0 |
| 01-4059 RE TAX - SOC SEC LEVY | .00 | 51,031.46 | .00 (| 51,031.46) | .0 |
| TOTAL PROPERTY TAX | .00 | 578,555.26 | 584,000.00 | 5,444.74 | 99.1 |
| <u>ROAD & BRIDGE TAX</u> | | | | | |
| 01-4071 ROAD & BRIDGE TAX REV | .00 | 17,220.25 | 20,000.00 | 2,779.75 | 86.1 |
| TOTAL ROAD & BRIDGE TAX | .00 | 17,220.25 | 20,000.00 | 2,779.75 | 86.1 |
| <u>BUILDING & ZONING PERMITS</u> | | | | | |
| 01-4081 BUILDING & ZONING PERMITS | .00 | 50.00 | 37,500.00 | 37,450.00 | .1 |
| 01-4082 ZONING PERMITS | .00 | 3,025.00 | .00 (| 3,025.00) | .0 |
| 01-4083 BUILDING PERMITS | .00 | 47,520.49 | .00 (| 47,520.49) | .0 |
| 01-4084 SITE GRADING PLAN REVIEW | .00 | 4,000.00 | .00 (| 4,000.00) | .0 |
| TOTAL BUILDING & ZONING PERMITS | .00 | 54,595.49 | 37,500.00 (| 17,095.49) | 145.6 |
| <u>INCOME TAX REVENUE</u> | | | | | |
| 01-4101 STATE INCOME TAX REVENUE | .00 | 622,497.80 | 435,000.00 (| 187,497.80) | 143.1 |
| TOTAL INCOME TAX REVENUE | .00 | 622,497.80 | 435,000.00 (| 187,497.80) | 143.1 |
| <u>SALES TAX</u> | | | | | |
| 01-4122 SALES TAX | .00 | 470,993.10 | 340,000.00 (| 130,993.10) | 138.5 |
| 01-4123 LOCAL USE TAX | .00 | 168,930.35 | 130,000.00 (| 38,930.35) | 130.0 |
| TOTAL SALES TAX | .00 | 639,923.45 | 470,000.00 (| 169,923.45) | 136.2 |
| <u>REPLACEMENT TAX - TOWNSHIP</u> | | | | | |
| 01-4131 REPLACEMENT TAX - TOWNSHIP | .00 | 174.01 | .00 (| 174.01) | .0 |
| TOTAL REPLACEMENT TAX - TOWNSHIP | .00 | 174.01 | .00 (| 174.01) | .0 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|---------|---|--------------------|--------------------|------------------|--------------------|--------------|
| | <u>REPLACEMENT TAX - STATE</u> | | | | | |
| 01-4141 | REPLACEMENT TAX - STATE | .00 | 3,155.00 | 15,000.00 | 11,845.00 | 21.0 |
| 01-4142 | VIDEO GAMING TAX - STATE | .00 | 17,665.84 | 10,000.00 | (7,665.84) | 176.7 |
| 01-4143 | CANNABIS USE TAX - STATE | .00 | 6,945.60 | 3,000.00 | (3,945.60) | 231.5 |
| | <u>TOTAL REPLACEMENT TAX - STATE</u> | <u>.00</u> | <u>27,766.44</u> | <u>28,000.00</u> | <u>233.56</u> | <u>99.2</u> |
| | <u>OTHER PERMITS</u> | | | | | |
| 01-4151 | OTHER PERMITS | .00 | 50.00 | 5,000.00 | 4,950.00 | 1.0 |
| 01-4153 | LIQUOR LICENSES | .00 | 8,200.00 | .00 | (8,200.00) | .0 |
| | <u>TOTAL OTHER PERMITS</u> | <u>.00</u> | <u>8,250.00</u> | <u>5,000.00</u> | <u>(3,250.00)</u> | <u>165.0</u> |
| | <u>DONATIONS</u> | | | | | |
| 01-4166 | CEMETERY RECEIPTS | .00 | 1,100.00 | .00 | (1,100.00) | .0 |
| | <u>TOTAL DONATIONS</u> | <u>.00</u> | <u>1,100.00</u> | <u>.00</u> | <u>(1,100.00)</u> | <u>.0</u> |
| | <u>FRANCHISE FEES</u> | | | | | |
| 01-4181 | FRANCHISE FEES | .00 | 28,840.35 | 26,500.00 | (2,340.35) | 108.8 |
| | <u>TOTAL FRANCHISE FEES</u> | <u>.00</u> | <u>28,840.35</u> | <u>26,500.00</u> | <u>(2,340.35)</u> | <u>108.8</u> |
| | <u>SIMPLIFIED TELECOM TAX (IMF)</u> | | | | | |
| 01-4201 | SIMPLIFIED TELECOMM TAX (IMF) | .00 | 6,304.94 | 12,000.00 | 5,695.06 | 52.5 |
| | <u>TOTAL SIMPLIFIED TELECOM TAX (IMF)</u> | <u>.00</u> | <u>6,304.94</u> | <u>12,000.00</u> | <u>5,695.06</u> | <u>52.5</u> |
| | <u>CORTLAND HISTORY BOOK</u> | | | | | |
| 01-4851 | CORTLAND HISTORY BOOK | .00 | 275.00 | .00 | (275.00) | .0 |
| | <u>TOTAL CORTLAND HISTORY BOOK</u> | <u>.00</u> | <u>275.00</u> | <u>.00</u> | <u>(275.00)</u> | <u>.0</u> |
| | <u>REIMBURSEMENTS</u> | | | | | |
| 01-4902 | REIMBURSEMENTS - ENG | (2,084.50) | (2,084.50) | .00 | 2,084.50 | .0 |
| 01-4903 | REIMBURSEMENTS - ZONING | (4,095.00) | (4,095.00) | .00 | 4,095.00 | .0 |
| 01-4909 | REIMBURSEMENTS - OTHER | .00 | 2,564.82 | .00 | (2,564.82) | .0 |
| | <u>TOTAL REIMBURSEMENTS</u> | <u>(6,179.50)</u> | <u>(3,614.68)</u> | <u>.00</u> | <u>3,614.68</u> | <u>.0</u> |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|-------------------------------------|---------------|--------------|--------------|---------------|-------|
| <u>RESTITUTION</u> | | | | | |
| 01-4911 RESTITUTION FOR PROP DAMAGE | .00 | 3,528.69 | .00 | (3,528.69) | .0 |
| TOTAL RESTITUTION | .00 | 3,528.69 | .00 | (3,528.69) | .0 |
| <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 01-4991 MISC REVENUE | .00 | 2,522.54 | 5,000.00 | 2,477.46 | 50.5 |
| 01-4996 BUSINESS LICENSES | .00 | 1,175.00 | 1,250.00 | 75.00 | 94.0 |
| 01-4999 ARPA GRANT | .00 | 299,930.57 | 150,000.00 | (149,930.57) | 200.0 |
| TOTAL MISCELLANEOUS REVENUE | .00 | 303,628.11 | 156,250.00 | (147,378.11) | 194.3 |
| <u>INTEREST ON INVESTMENT</u> | | | | | |
| 01-8011 INTEREST ON INVESTMENT | .00 | 565.06 | 500.00 | (65.06) | 113.0 |
| TOTAL INTEREST ON INVESTMENT | .00 | 565.06 | 500.00 | (65.06) | 113.0 |
| <u>TRANSFERS FROM OTHER FUNDS</u> | | | | | |
| 01-8101 TRANSFERS FROM OTHER FUNDS | .00 | 301,900.00 | 325,000.00 | 23,100.00 | 92.9 |
| TOTAL TRANSFERS FROM OTHER FUNDS | .00 | 301,900.00 | 325,000.00 | 23,100.00 | 92.9 |
| <u>SALE OF PROPERTY</u> | | | | | |
| 01-8202 SALE OF EQUIPMENT | .00 | .00 | 30,000.00 | 30,000.00 | .0 |
| TOTAL SALE OF PROPERTY | .00 | .00 | 30,000.00 | 30,000.00 | .0 |
| <u>INSURANCE PROCEEDS</u> | | | | | |
| 01-8401 INSURANCE PROCEEDS | .00 | 1,691.87 | .00 | (1,691.87) | .0 |
| TOTAL INSURANCE PROCEEDS | .00 | 1,691.87 | .00 | (1,691.87) | .0 |
| TOTAL FUND REVENUE | (6,179.50) | 2,593,202.04 | 2,129,750.00 | (463,452.04) | 121.8 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|--------------|--------------|--------------|-------|
| <u>ADMINISTRATION</u> | | | | | |
| 01-6000-110 SALARIES - ELECTED OFFICIALS | .00 | 114,901.97 | 119,300.00 | 4,398.03 | 96.3 |
| 01-6000-119 SALARIES - CLERICAL WORKERS | .00 | 73,262.72 | 87,000.00 | 13,737.28 | 84.2 |
| 01-6000-131 EMPLOYEE HEALTH INSURANCE | .00 | 46,006.93 | 44,000.00 | (2,006.93) | 104.6 |
| 01-6000-133 IMRF CONTRIBUTION | .00 | 14,399.77 | 16,500.00 | 2,100.23 | 87.3 |
| 01-6000-151 UNEMPLOYMENT BENEFITS | .00 | 40.41 | .00 | (40.41) | .0 |
| 01-6000-193 PAYROLL TAXES | .00 | 14,175.55 | 16,000.00 | 1,824.45 | 88.6 |
| 01-6000-210 LEGAL FEES: REIMBURSABLE | .00 | 612.50 | .00 | (612.50) | .0 |
| 01-6000-211 LEGAL EXPENSE | .00 | 32,535.36 | 60,000.00 | 27,464.64 | 54.2 |
| 01-6000-214 AUDIT & ACCOUNTING FEES | .00 | 122,498.49 | 114,000.00 | (8,498.49) | 107.5 |
| 01-6000-312 OFFICE SUPPLIES | .00 | 3,561.56 | 5,000.00 | 1,438.44 | 71.2 |
| 01-6000-313 POSTAGE | .00 | 945.19 | 2,000.00 | 1,054.81 | 47.3 |
| 01-6000-314 TELEPHONE | .00 | 17,095.07 | 18,500.00 | 1,404.93 | 92.4 |
| 01-6000-315 COPIES & PRINTING | .00 | 314.00 | 2,500.00 | 2,186.00 | 12.6 |
| 01-6000-321 DUES & SUBSCRIPTIONS | .00 | 3,467.80 | 5,000.00 | 1,532.20 | 69.4 |
| 01-6000-331 TRAVEL & TRAINING | .00 | 7,771.95 | 5,000.00 | (2,771.95) | 155.4 |
| 01-6000-351 OFFICE EQUIP & MAINT | .00 | 21,074.19 | 18,000.00 | (3,074.19) | 117.1 |
| 01-6000-511 INSURANCE EXPENSE | .00 | 16,245.24 | 15,000.00 | (1,245.24) | 108.3 |
| 01-6000-531 REAL ESTATE TAXES | .00 | 101.48 | 3,000.00 | 2,898.52 | 3.4 |
| 01-6000-591 MISC EXPENSE | .00 | 609.62 | 1,000.00 | 390.38 | 61.0 |
| 01-6000-812 CAP OUTLAY: EQUIP & FURN | .00 | 4,686.00 | 17,500.00 | 12,814.00 | 26.8 |
| 01-6000-907 PD EXPENSE TO GENERAL FUND | .00 | 694,768.37 | 625,000.00 | (69,768.37) | 111.2 |
| 01-6000-908 TRANSFER TO OTHER FUNDS | .00 | 21,300.45 | 10,000.00 | (11,300.45) | 213.0 |
| TOTAL ADMINISTRATION | .00 | 1,210,374.62 | 1,184,300.00 | (26,074.62) | 102.2 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|------------|------------|-------------|--------|
| <u>PUBLIC WORKS</u> | | | | | |
| 01-6100-118 SALARIES - MAINT WORKERS | .00 | 272,267.72 | 294,000.00 | 21,732.28 | 92.6 |
| 01-6100-131 EMPLOYEE HEALTH INSURANCE | .00 | 36,926.32 | 40,500.00 | 3,573.68 | 91.2 |
| 01-6100-133 IMRF CONTRIBUTION | .00 | 26,206.84 | 30,000.00 | 3,793.16 | 87.4 |
| 01-6100-193 PAYROLL TAXES | .00 | 20,914.66 | 23,000.00 | 2,085.34 | 90.9 |
| 01-6100-197 DRUG/ALCOHOL PROGRAMS | .00 | 450.00 | 600.00 | 150.00 | 75.0 |
| 01-6100-198 UNIFORMS | .00 | 1,442.41 | 1,800.00 | 357.59 | 80.1 |
| 01-6100-218 MAINTENANCE - STREET LIGHTS | .00 | 2,003.61 | 1,000.00 | (1,003.61) | 200.4 |
| 01-6100-219 ELECTRIC - STREET LIGHTS | .00 | 34,612.56 | 35,000.00 | 387.44 | 98.9 |
| 01-6100-220 ROAD SALT | .00 | 25,570.77 | 27,000.00 | 1,429.23 | 94.7 |
| 01-6100-221 ROAD SIGNS | .00 | 2,275.25 | 1,500.00 | (775.25) | 151.7 |
| 01-6100-222 RAILROAD CROSSING MAINTENANCE | .00 | 1,932.33 | 2,000.00 | 67.67 | 96.6 |
| 01-6100-223 ROAD PATCH MIX | .00 | 1,338.20 | 2,000.00 | 661.80 | 66.9 |
| 01-6100-224 STREET REPAIR MATERIALS | .00 | 3,790.34 | 20,000.00 | 16,209.66 | 19.0 |
| 01-6100-225 ROADWAY SAFETY PAINT | .00 | 501.75 | 1,500.00 | 998.25 | 33.5 |
| 01-6100-226 TOOLS AND HARDWARE | .00 | 3,157.66 | 3,000.00 | (157.66) | 105.3 |
| 01-6100-227 SMALL EQUIPMENT PURCHASES | .00 | 9,344.55 | 14,250.00 | 4,905.45 | 65.6 |
| 01-6100-232 MAINTENANCE TOWN GARAGE | .00 | 5,946.58 | 550.00 | (5,396.58) | 1081.2 |
| 01-6100-234 PARKS - MOWING | .00 | 15,390.00 | 19,500.00 | 4,110.00 | 78.9 |
| 01-6100-235 PARKS - EQUIPMENT MAINTENANCE | .00 | 8,167.76 | 10,000.00 | 1,832.24 | 81.7 |
| 01-6100-236 PARKS - GENERAL MAINTENANCE | .00 | 565.00 | .00 | (565.00) | .0 |
| 01-6100-239 NUISANCE MOWING | .00 | 3,490.00 | 1,000.00 | (2,490.00) | 349.0 |
| 01-6100-241 VEHICLE & EQUIPMENT MAINT. | .00 | 22,284.10 | 15,000.00 | (7,284.10) | 148.6 |
| 01-6100-242 TOWN HALL MAINTENANCE | .00 | 7,119.65 | 6,000.00 | (1,119.65) | 118.7 |
| 01-6100-245 EQUIPMENT RENTAL | .00 | 12,569.82 | 13,000.00 | 430.18 | 96.7 |
| 01-6100-247 SCAVENGER SERVICE | .00 | 1,440.00 | 3,000.00 | 1,560.00 | 48.0 |
| 01-6100-255 STORM SEWER REPAIRS | .00 | 4,869.82 | 6,000.00 | 1,130.18 | 81.2 |
| 01-6100-256 SUMP LINE INSTALLATIONS | .00 | .00 | 400.00 | 400.00 | .0 |
| 01-6100-258 FORESTRY | .00 | 4,396.28 | 12,000.00 | 7,603.72 | 36.6 |
| 01-6100-312 OFFICE SUPPLIES | .00 | 205.11 | 250.00 | 44.89 | 82.0 |
| 01-6100-314 TELEPHONE | .00 | 5,443.48 | 6,000.00 | 556.52 | 90.7 |
| 01-6100-316 UTILITIES | .00 | 11,807.86 | 9,500.00 | (2,307.86) | 124.3 |
| 01-6100-331 TRAVEL AND TRAINING | .00 | 375.00 | 500.00 | 125.00 | 75.0 |
| 01-6100-351 OFFICE EQUIP & MAINT | .00 | 1,914.02 | 2,000.00 | 85.98 | 95.7 |
| 01-6100-371 FUEL | .00 | 18,406.08 | 20,000.00 | 1,593.92 | 92.0 |
| 01-6100-511 INSURANCE EXPENSE | .00 | 36,305.19 | 38,000.00 | 1,694.81 | 95.5 |
| 01-6100-525 TECHNOLOGY UPGRADES | .00 | 849.80 | .00 | (849.80) | .0 |
| 01-6100-591 MISC EXPENSE | .00 | 4,292.38 | 500.00 | (3,792.38) | 858.5 |
| 01-6100-611 PRINCIPAL PAYMENTS | .00 | 38,746.99 | 39,216.00 | 469.01 | 98.8 |
| 01-6100-621 INTEREST EXPENSE | .00 | 12,380.81 | 12,102.00 | (278.81) | 102.3 |
| 01-6100-812 CAP OUTLAY: EQUIP & FURN | .00 | 36,423.03 | 32,000.00 | (4,423.03) | 113.8 |
| TOTAL PUBLIC WORKS | .00 | 696,123.73 | 743,668.00 | 47,544.27 | 93.6 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|--------------|--------------|---------------|--------|
| <u>ENGINEERING & ZONING</u> | | | | | |
| 01-6300-118 SALARIES - CODE OFFICIAL | .00 | 32,124.49 | 35,000.00 | 2,875.51 | 91.8 |
| 01-6300-120 SALARIES - ENGINEER | .00 | 88,423.07 | .00 (| 88,423.07) | .0 |
| 01-6300-131 EMPLOYEE HEALTH/LIFE | .00 | 161.91 | .00 (| 161.91) | .0 |
| 01-6300-133 EMPLOYER IMRF | .00 | 8,188.54 | .00 (| 8,188.54) | .0 |
| 01-6300-193 PAYROLL TAXES | .00 | 9,042.40 | 3,000.00 (| 6,042.40) | 301.4 |
| 01-6300-210 ENGINEERING EXPENSE | .00 | 19,865.35 | .00 (| 19,865.35) | .0 |
| 01-6300-211 ENGINEERING: NON-REIMBURSABLE | .00 | .00 | 75,000.00 | 75,000.00 | .0 |
| 01-6300-213 PLANNING/ZONING/BUILDING | .00 | 38,015.00 | 100,000.00 | 61,985.00 | 38.0 |
| 01-6300-215 ZONING ADM: REIMBURSABLE | .00 | 3,152.50 | .00 (| 3,152.50) | .0 |
| 01-6300-216 ZONING ADMINISTRATION FEES | .00 | 1,250.00 | .00 (| 1,250.00) | .0 |
| 01-6300-241 VEHICLE & EQUIPMENT MAINT. | .00 | 8.00 | .00 (| 8.00) | .0 |
| 01-6300-312 OFFICE SUPPLIES | .00 | 5.49 | 500.00 | 494.51 | 1.1 |
| 01-6300-314 TELEPHONE | .00 | 1,677.16 | 1,500.00 (| 177.16) | 111.8 |
| 01-6300-315 COPIES & PRINTING | .00 | 425.70 | 500.00 | 74.30 | 85.1 |
| 01-6300-351 OFFICE EXPENSE | .00 | 3,574.62 | 3,000.00 (| 574.62) | 119.2 |
| 01-6300-511 INSURANCE EXP | .00 | 181.33 | .00 (| 181.33) | .0 |
| TOTAL ENGINEERING & ZONING | .00 | 206,095.56 | 218,500.00 | 12,404.44 | 94.3 |
| <u>CEMETERY</u> | | | | | |
| 01-6700-321 CEMETERY EXPENSES | .00 | 10,234.13 | .00 (| 10,234.13) | .0 |
| TOTAL CEMETERY | .00 | 10,234.13 | .00 (| 10,234.13) | .0 |
| TOTAL FUND EXPENDITURES | .00 | 2,122,828.04 | 2,146,468.00 | 23,639.96 | 98.9 |
| NET REVENUE OVER EXPENDITURES | (6,179.50) | 470,374.00 | (16,718.00) | (487,092.00) | 2813.6 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

MOTOR FUEL TAX FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|--------------------------------|---------------|------------|------------|--------------|-------|
| | <u>MOTOR FUEL TAX REVENUES</u> | | | | | |
| 02-4011 | MFT APPROPRIATION | .00 | 170,222.37 | 150,000.00 | (20,222.37) | 113.5 |
| | TOTAL MOTOR FUEL TAX REVENUES | .00 | 170,222.37 | 150,000.00 | (20,222.37) | 113.5 |
| | <u>REBUILD ILLINOIS</u> | | | | | |
| 02-4050 | REBUILD ILLINOIS | .00 | 93,803.26 | 94,000.00 | 196.74 | 99.8 |
| | TOTAL REBUILD ILLINOIS | .00 | 93,803.26 | 94,000.00 | 196.74 | 99.8 |
| | <u>INTEREST ON INVESTMENT</u> | | | | | |
| 02-8011 | INTEREST ON INVESTMENT | .00 | 385.57 | 500.00 | 114.43 | 77.1 |
| | TOTAL INTEREST ON INVESTMENT | .00 | 385.57 | 500.00 | 114.43 | 77.1 |
| | TOTAL FUND REVENUE | .00 | 264,411.20 | 244,500.00 | (19,911.20) | 108.1 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

MOTOR FUEL TAX FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------|--------------------------------------|---------------|-------------------|---------------------|---------------------|--------------|
| | <u>MOTOR FUEL EXPENSES</u> | | | | | |
| 02-6400-235 | CONT MAINT: ENGINEER | .00 | 13,045.36 | 25,000.00 | 11,954.64 | 52.2 |
| 02-6400-370 | GENERAL MAINTENANCE | .00 | 192,285.60 | 250,000.00 | 57,714.40 | 76.9 |
| | <u>TOTAL MOTOR FUEL EXPENSES</u> | <u>.00</u> | <u>205,330.96</u> | <u>275,000.00</u> | <u>69,669.04</u> | <u>74.7</u> |
| | <u>TOTAL FUND EXPENDITURES</u> | <u>.00</u> | <u>205,330.96</u> | <u>275,000.00</u> | <u>69,669.04</u> | <u>74.7</u> |
| | <u>NET REVENUE OVER EXPENDITURES</u> | <u>.00</u> | <u>59,080.24</u> | <u>(30,500.00)</u> | <u>(89,580.24)</u> | <u>193.7</u> |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

CAPITAL IMPROVEMENT FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|--------------------------------|---------------|------------|------------|---------------|-------|
| | <u>ELECTRICITY</u> | | | | | |
| 03-4011 | UTILITY TAX - ELECTRICITY | .00 | 95,014.76 | 88,000.00 | (7,014.76) | 108.0 |
| | TOTAL ELECTRICITY | .00 | 95,014.76 | 88,000.00 | (7,014.76) | 108.0 |
| | <u>GAS</u> | | | | | |
| 03-4021 | UTILITY TAX - GAS | .00 | 74,587.80 | 45,000.00 | (29,587.80) | 165.8 |
| | TOTAL GAS | .00 | 74,587.80 | 45,000.00 | (29,587.80) | 165.8 |
| | <u>TELEPHONE</u> | | | | | |
| 03-4031 | SIMPLIFIED TELECOMM TAX (UT) | .00 | 22,220.88 | 45,000.00 | 22,779.12 | 49.4 |
| | TOTAL TELEPHONE | .00 | 22,220.88 | 45,000.00 | 22,779.12 | 49.4 |
| | <u>SALES TAX</u> | | | | | |
| 03-4041 | NON HOME RULE SALES TAX | .00 | 349,210.67 | 235,000.00 | (114,210.67) | 148.6 |
| | TOTAL SALES TAX | .00 | 349,210.67 | 235,000.00 | (114,210.67) | 148.6 |
| | <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 03-4991 | MISCELLANEOUS INCOME | .00 | 1,852.93 | .00 | (1,852.93) | .0 |
| | TOTAL MISCELLANEOUS REVENUE | .00 | 1,852.93 | .00 | (1,852.93) | .0 |
| | <u>INTEREST ON INVESTMENTS</u> | | | | | |
| 03-8011 | INTEREST ON INVESTMENTS | .00 | 227.78 | 400.00 | 172.22 | 57.0 |
| | TOTAL INTEREST ON INVESTMENTS | .00 | 227.78 | 400.00 | 172.22 | 57.0 |
| | TOTAL FUND REVENUE | .00 | 543,114.82 | 413,400.00 | (129,714.82) | 131.4 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

CAPITAL IMPROVEMENT FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|------------|---------------|---------------|-------|
| <u>CAPITAL IMPR EXPENSES</u> | | | | | |
| 03-6500-421 COMMUNITY PROGRAMS | .00 | 6,270.00 | 15,000.00 | 8,730.00 | 41.8 |
| 03-6500-522 NPDES PERMIT FEE | .00 | 1,000.00 | 1,000.00 | .00 | 100.0 |
| 03-6500-621 INTEREST EXPENSE | .00 (| 485.08) | .00 | 485.08 | .0 |
| 03-6500-726 DONATIONS- COMMUNITY AGENCIES | .00 | 4,500.00 | 5,000.00 | 500.00 | 90.0 |
| 03-6500-832 HANDICAP ACCESS CONSTRCT | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 03-6500-837 EMERGENCY PREPAREDNESS | .00 | .00 | 1,500.00 | 1,500.00 | .0 |
| 03-6500-840 HOLIDAY DECORATIONS | .00 | 4,488.63 | 3,000.00 (| 1,488.63) | 149.6 |
| 03-6500-842 SIDEWALKS, NEW CONSTRUCTION | .00 | 5,810.50 | 12,000.00 | 6,189.50 | 48.4 |
| 03-6500-843 TOWN GARAGE FINISHING ITEMS | .00 | 1,570.40 | 10,500.00 | 8,929.60 | 15.0 |
| 03-6500-910 TRANSFERS TO OTHER FUNDS | .00 | 226,654.63 | 325,000.00 | 98,345.37 | 69.7 |
| 03-6500-912 LOAN PAYMENTS | .00 | .00 | 51,318.00 | 51,318.00 | .0 |
| 03-6500-913 CAPITAL PURCHASE TRANSFERS | .00 | 101,900.00 | 101,900.00 | .00 | 100.0 |
| TOTAL CAPITAL IMPR EXPENSES | .00 | 351,709.08 | 527,218.00 | 175,508.92 | 66.7 |
| TOTAL FUND EXPENDITURES | .00 | 351,709.08 | 527,218.00 | 175,508.92 | 66.7 |
| NET REVENUE OVER EXPENDITURES | .00 | 191,405.74 | (113,818.00) | (305,223.74) | 168.2 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

SEWER SYSTEM FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|-------------------------------|---------------|------------|------------|--------------|-------|
| | <u>SERVICE FEES</u> | | | | | |
| 06-4010 | CONNECTION FEES | .00 | 89,500.00 | .00 | (89,500.00) | .0 |
| 06-4011 | SERVICE FEES | .00 | 547,387.72 | 539,580.00 | (7,807.72) | 101.5 |
| | TOTAL SERVICE FEES | .00 | 636,887.72 | 539,580.00 | (97,307.72) | 118.0 |
| | <u>LATE CHARGES</u> | | | | | |
| 06-4021 | LATE CHARGES | .00 | 25,439.48 | 23,000.00 | (2,439.48) | 110.6 |
| | TOTAL LATE CHARGES | .00 | 25,439.48 | 23,000.00 | (2,439.48) | 110.6 |
| | <u>BAD CHECK CHARGES</u> | | | | | |
| 06-4041 | BAD CHECK CHARGES | .00 | 12.50 | .00 | (12.50) | .0 |
| | TOTAL BAD CHECK CHARGES | .00 | 12.50 | .00 | (12.50) | .0 |
| | <u>PERMITS</u> | | | | | |
| 06-4051 | PERMITS | .00 | 70,000.00 | 10,000.00 | (60,000.00) | 700.0 |
| | TOTAL PERMITS | .00 | 70,000.00 | 10,000.00 | (60,000.00) | 700.0 |
| | <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 06-4991 | MISC REVENUE | .00 | 367.14 | .00 | (367.14) | .0 |
| | TOTAL MISCELLANEOUS REVENUE | .00 | 367.14 | .00 | (367.14) | .0 |
| | <u>INTEREST ON INVESTMENT</u> | | | | | |
| 06-8011 | INTEREST ON INVESTMENT | .00 | 1,594.98 | 3,000.00 | 1,405.02 | 53.2 |
| | TOTAL INTEREST ON INVESTMENT | .00 | 1,594.98 | 3,000.00 | 1,405.02 | 53.2 |
| | <u>GRANTS</u> | | | | | |
| 06-8300 | GRANT REVENUE | .00 | 5,028.00 | 2,500.00 | (2,528.00) | 201.1 |
| | TOTAL GRANTS | .00 | 5,028.00 | 2,500.00 | (2,528.00) | 201.1 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

SEWER SYSTEM FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|----------------------|---------------|------------|------------|---------------|-------|
| <u>LEASE INCOME</u> | | | | | |
| 06-8801 LEASE INCOME | .00 | .00 | 10,725.00 | 10,725.00 | .0 |
| TOTAL LEASE INCOME | .00 | .00 | 10,725.00 | 10,725.00 | .0 |
| TOTAL FUND REVENUE | .00 | 739,329.82 | 588,805.00 | (150,524.82) | 125.6 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

SEWER SYSTEM FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------------------------------------|---------------|--------------|------------|---------------|-------|
| <u>SEWER SYSTEM EXPENSES</u> | | | | | |
| 06-7300-118 SALARIES: MAINT WORKERS | .00 | 77,594.93 | 76,000.00 | (1,594.93) | 102.1 |
| 06-7300-131 EMPLOYEE HEALTH INSURANCE | .00 | 9,909.19 | 11,500.00 | 1,590.81 | 86.2 |
| 06-7300-133 IMRF CONTRIBUTION | .00 | 7,472.72 | 7,800.00 | 327.28 | 95.8 |
| 06-7300-134 PENSION EXPENSE | .00 | (16,165.00) | .00 | 16,165.00 | .0 |
| 06-7300-193 PAYROLL TAXES | .00 | 5,966.88 | 6,000.00 | 33.12 | 99.5 |
| 06-7300-198 UNIFORMS | .00 | 425.59 | 800.00 | 374.41 | 53.2 |
| 06-7300-211 LEGAL/COLLECTION EXPENSE | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 06-7300-212 ENGINEERING EXPENSE | .00 | 147.50 | 12,500.00 | 12,352.50 | 1.2 |
| 06-7300-213 OTHER CONSULTING FEES | .00 | 17,603.63 | 16,750.00 | (853.63) | 105.1 |
| 06-7300-214 AUDIT FEES | .00 | 4,600.00 | 4,600.00 | .00 | 100.0 |
| 06-7300-217 FINES | .00 | 135.00 | .00 | (135.00) | .0 |
| 06-7300-218 EQUIPMENT | .00 | 39.97 | 3,000.00 | 2,960.03 | 1.3 |
| 06-7300-221 UTILITIES | .00 | 107,587.84 | 96,000.00 | (11,587.84) | 112.1 |
| 06-7300-241 M&O: VEH & EQUIP | .00 | 6,495.68 | 3,000.00 | (3,495.68) | 216.5 |
| 06-7300-243 M&O: SEWER PLANT | .00 | 31,777.63 | 40,000.00 | 8,222.37 | 79.4 |
| 06-7300-311 OFFICE EXPENSE | .00 | 5,660.25 | 6,500.00 | 839.75 | 87.1 |
| 06-7300-312 ANNUAL PERMIT FEES | .00 | 10,500.00 | 11,000.00 | 500.00 | 95.5 |
| 06-7300-313 TRAINING | .00 | 325.00 | 2,000.00 | 1,675.00 | 16.3 |
| 06-7300-314 TELEPHONE | .00 | 3,039.12 | 5,000.00 | 1,960.88 | 60.8 |
| 06-7300-345 WASTEWATER TESTING | .00 | 11,417.15 | 17,500.00 | 6,082.85 | 65.2 |
| 06-7300-371 GAS & PETROLEUM | .00 | 2,993.99 | 2,200.00 | (793.99) | 136.1 |
| 06-7300-491 GRANT EXPENSE | .00 | .00 | 3,500.00 | 3,500.00 | .0 |
| 06-7300-511 INSURANCE EXPENSE | .00 | 3,839.23 | 8,000.00 | 4,160.77 | 48.0 |
| 06-7300-531 REAL ESTATE TAXES | .00 | 1,213.36 | .00 | (1,213.36) | .0 |
| 06-7300-541 DEPRECIATION EXPENSE | .00 | 415,116.21 | .00 | (415,116.21) | .0 |
| 06-7300-591 MISC EXPENSES | .00 | 2,222.69 | 500.00 | (1,722.69) | 444.5 |
| 06-7300-611 DEBT SERVICE PRINCIPAL | .00 | .00 | 48,000.00 | 48,000.00 | .0 |
| 06-7300-621 INTEREST EXPENSE | .00 | 13,602.95 | 12,948.00 | (654.95) | 105.1 |
| 06-7300-812 CAP OUTLAY: EQUIPMENT | .00 | .00 | 36,000.00 | 36,000.00 | .0 |
| 06-7300-826 FACILITY PLAN | .00 | 9,261.75 | 55,000.00 | 45,738.25 | 16.8 |
| TOTAL SEWER SYSTEM EXPENSES | .00 | 732,783.26 | 491,098.00 | (241,685.26) | 149.2 |
| TOTAL FUND EXPENDITURES | .00 | 732,783.26 | 491,098.00 | (241,685.26) | 149.2 |
| NET REVENUE OVER EXPENDITURES | .00 | 6,546.56 | 97,707.00 | 91,160.44 | 6.7 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

WATER SYSTEM FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|-------------------------------|---------------|------------|------------|--------------|-------|
| | <u>SERVICE FEES</u> | | | | | |
| 07-4010 | CONNECTION FEES | .00 | 87,500.00 | .00 | (87,500.00) | .0 |
| 07-4011 | SERVICE FEES | .00 | 518,443.02 | 520,000.00 | 1,556.98 | 99.7 |
| | TOTAL SERVICE FEES | .00 | 605,943.02 | 520,000.00 | (85,943.02) | 116.5 |
| | <u>LATE CHARGES</u> | | | | | |
| 07-4021 | LATE CHARGES | .00 | 1,675.51 | 1,000.00 | (675.51) | 167.6 |
| | TOTAL LATE CHARGES | .00 | 1,675.51 | 1,000.00 | (675.51) | 167.6 |
| | <u>BAD CHECK CHARGES</u> | | | | | |
| 07-4041 | BAD CHECK CHARGES | .00 | 37.50 | 50.00 | 12.50 | 75.0 |
| | TOTAL BAD CHECK CHARGES | .00 | 37.50 | 50.00 | 12.50 | 75.0 |
| | <u>PERMITS</u> | | | | | |
| 07-4051 | PERMITS | .00 | 77,600.00 | 15,000.00 | (62,600.00) | 517.3 |
| | TOTAL PERMITS | .00 | 77,600.00 | 15,000.00 | (62,600.00) | 517.3 |
| | <u>METER SALES</u> | | | | | |
| 07-4301 | METER SALES | .00 | 8,100.00 | 5,000.00 | (3,100.00) | 162.0 |
| | TOTAL METER SALES | .00 | 8,100.00 | 5,000.00 | (3,100.00) | 162.0 |
| | <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 07-4991 | MISC INCOME | .00 | 1,770.00 | 1,500.00 | (270.00) | 118.0 |
| | TOTAL MISCELLANEOUS REVENUE | .00 | 1,770.00 | 1,500.00 | (270.00) | 118.0 |
| | <u>INTEREST ON INVESTMENT</u> | | | | | |
| 07-8011 | INTEREST ON INVESTMENT | .00 | 874.34 | 2,000.00 | 1,125.66 | 43.7 |
| | TOTAL INTEREST ON INVESTMENT | .00 | 874.34 | 2,000.00 | 1,125.66 | 43.7 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

WATER SYSTEM FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|----------------------|---------------|------------|------------|---------------|-------|
| <u>LEASE INCOME</u> | | | | | |
| 07-8801 LEASE INCOME | .00 | 2,790.00 | 3,720.00 | 930.00 | 75.0 |
| TOTAL LEASE INCOME | .00 | 2,790.00 | 3,720.00 | 930.00 | 75.0 |
| TOTAL FUND REVENUE | .00 | 698,790.37 | 548,270.00 | (150,520.37) | 127.5 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

WATER SYSTEM FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|--------------|--------------|---------------|---------|
| <u>WATER SYSTEM EXPENSES</u> | | | | | |
| 07-7400-118 SALARIES: MAINT WORKERS | .00 | 116,742.45 | 114,000.00 | (2,742.45) | 102.4 |
| 07-7400-131 EMPLOYEE HEALTH INSURANCE | .00 | 14,863.96 | 17,000.00 | 2,136.04 | 87.4 |
| 07-7400-133 IMRF CONTRIBUTION | .00 | 11,209.11 | 12,000.00 | 790.89 | 93.4 |
| 07-7400-134 PENSION EXPENSE | .00 | (24,248.92) | .00 | 24,248.92 | .0 |
| 07-7400-193 PAYROLL TAXES | .00 | 8,950.16 | 8,721.00 | (229.16) | 102.6 |
| 07-7400-198 UNIFORMS | .00 | 661.48 | 600.00 | (61.48) | 110.3 |
| 07-7400-212 ENGINEERING EXPENSE | .00 | 147.50 | 5,000.00 | 4,852.50 | 3.0 |
| 07-7400-213 OTHER CONSULTING FEES | .00 | 27,943.88 | 24,000.00 | (3,943.88) | 116.4 |
| 07-7400-214 AUDIT FEES | .00 | 4,400.00 | 4,400.00 | .00 | 100.0 |
| 07-7400-221 UTILITIES | .00 | 79,855.32 | 67,000.00 | (12,855.32) | 119.2 |
| 07-7400-222 RADIUM REMOVAL PROCESSING | .00 | 97,904.85 | 98,000.00 | 95.15 | 99.9 |
| 07-7400-241 M&O: VEH & EQUIP | .00 | 3,763.54 | 5,000.00 | 1,236.46 | 75.3 |
| 07-7400-243 M&O: WELL SYSTEM | .00 | 34,449.04 | 30,000.00 | (4,449.04) | 114.8 |
| 07-7400-311 OFFICE EXPENSE | .00 | 7,915.24 | 11,000.00 | 3,084.76 | 72.0 |
| 07-7400-314 TELEPHONE | .00 | 2,905.22 | 5,000.00 | 2,094.78 | 58.1 |
| 07-7400-331 TRAVEL & TRAINING | .00 | 626.00 | 2,000.00 | 1,374.00 | 31.3 |
| 07-7400-341 METER PURCHASES & SUPPLIES | .00 | 13,019.80 | 15,000.00 | 1,980.20 | 86.8 |
| 07-7400-343 CONNECTION EXP | .00 | 2,600.00 | 5,000.00 | 2,400.00 | 52.0 |
| 07-7400-345 CHEMICALS & TESTING | .00 | 15,596.87 | 20,000.00 | 4,403.13 | 78.0 |
| 07-7400-346 TOOLS | .00 | 1,478.51 | 1,250.00 | (228.51) | 118.3 |
| 07-7400-371 GAS & PETROLEUM | .00 | 6,762.15 | 6,000.00 | (762.15) | 112.7 |
| 07-7400-511 INSURANCE EXPENSE | .00 | 11,037.30 | 15,000.00 | 3,962.70 | 73.6 |
| 07-7400-531 REAL ESTATE TAXES | .00 | 145.30 | .00 | (145.30) | .0 |
| 07-7400-541 DEPRECIATION EXPENSE | .00 | 319,556.35 | .00 | (319,556.35) | .0 |
| 07-7400-542 AMORTIZATION - ARO | .00 | 300.00 | .00 | (300.00) | .0 |
| 07-7400-591 MISC EXPENSES | .00 | 256.72 | .00 | (256.72) | .0 |
| 07-7400-811 CAP OUTLAY: CONSTRUCT | .00 | .00 | 55,000.00 | 55,000.00 | .0 |
| 07-7400-812 CAP OUTLAY: EQUIPMENT | .00 | 9,863.30 | 51,000.00 | 41,136.70 | 19.3 |
| TOTAL WATER SYSTEM EXPENSES | .00 | 768,705.13 | 571,971.00 | (196,734.13) | 134.4 |
| TOTAL FUND EXPENDITURES | .00 | 768,705.13 | 571,971.00 | (196,734.13) | 134.4 |
| NET REVENUE OVER EXPENDITURES | .00 | (69,914.76) | (23,701.00) | 46,213.76 | (295.0) |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

FESTIVAL & PARADE FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|--------------------------|---------------|------------|-----------|-------------|-------|
| | <u>DONATIONS</u> | | | | | |
| 09-4961 | DONATIONS | .00 | 4,884.00 | 1,000.00 | (3,884.00) | 488.4 |
| | TOTAL DONATIONS | .00 | 4,884.00 | 1,000.00 | (3,884.00) | 488.4 |
| | <u>FUNDRAISERS</u> | | | | | |
| 09-4971 | FUNDRAISERS | .00 | .00 | 250.00 | 250.00 | .0 |
| 09-4972 | FESTIVAL RECEIPTS | .00 | 20,850.00 | 20,000.00 | (850.00) | 104.3 |
| | TOTAL FUNDRAISERS | .00 | 20,850.00 | 20,250.00 | (600.00) | 103.0 |
| | <u>INTEREST</u> | | | | | |
| 09-8011 | INTEREST ON INVESTMENT | .00 | 6.15 | 15.00 | 8.85 | 41.0 |
| | TOTAL INTEREST | .00 | 6.15 | 15.00 | 8.85 | 41.0 |
| | <u>ALLOTMENT FROM GF</u> | | | | | |
| 09-8192 | FESTIVAL/PARADE TRANSFER | .00 | 10,000.00 | 10,000.00 | .00 | 100.0 |
| | TOTAL ALLOTMENT FROM GF | .00 | 10,000.00 | 10,000.00 | .00 | 100.0 |
| | TOTAL FUND REVENUE | .00 | 35,740.15 | 31,265.00 | (4,475.15) | 114.3 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

FESTIVAL & PARADE FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------|----------------------------------|---------------|------------|-----------|-------------|-------|
| | | | | | | |
| | FESTIVAL & PARADE EXPENSES | | | | | |
| 09-7700-218 | CONTRACTED GROUPS/EVENTS/LABOR | .00 | 17,681.86 | 19,000.00 | 1,318.14 | 93.1 |
| 09-7700-241 | RENTALS | .00 | 4,767.88 | 6,000.00 | 1,232.12 | 79.5 |
| 09-7700-312 | SUPPLIES | .00 | 4,815.97 | 4,000.00 | (815.97) | 120.4 |
| 09-7700-313 | POSTAGE | .00 | .00 | 100.00 | 100.00 | .0 |
| 09-7700-315 | COPIES, PRINTING & ADVERTISING | .00 | 1,998.10 | 250.00 | (1,748.10) | 799.2 |
| 09-7700-571 | PRIZES & AWARDS | .00 | 210.00 | 500.00 | 290.00 | 42.0 |
| 09-7700-591 | MISC EXPENSE | .00 | 116.00 | .00 | (116.00) | .0 |
| | TOTAL FESTIVAL & PARADE EXPENSES | .00 | 29,589.81 | 29,850.00 | 260.19 | 99.1 |
| | TOTAL FUND EXPENDITURES | .00 | 29,589.81 | 29,850.00 | 260.19 | 99.1 |
| | NET REVENUE OVER EXPENDITURES | .00 | 6,150.34 | 1,415.00 | (4,735.34) | 434.7 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

POLICE DEPARTMENT

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|-----------------------------------|---------------|------------|------------|--------------|-------|
| | <u>PROPERTY TAX</u> | | | | | |
| 12-4052 | RE TAX - POLICE PROTECTION | .00 | 121,116.10 | 120,000.00 | (1,116.10) | 100.9 |
| | TOTAL PROPERTY TAX | .00 | 121,116.10 | 120,000.00 | (1,116.10) | 100.9 |
| | <u>FINES & FORFEITURES</u> | | | | | |
| 12-4062 | PD FINES | .00 | 9,157.62 | 12,000.00 | 2,842.38 | 76.3 |
| | TOTAL FINES & FORFEITURES | .00 | 9,157.62 | 12,000.00 | 2,842.38 | 76.3 |
| | <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 12-4991 | MISC REVENUE - OTHER | .00 | 1,158.00 | 500.00 | (658.00) | 231.6 |
| 12-4992 | MISC REVENUE - POLICE REPTS | .00 | 115.00 | .00 | (115.00) | .0 |
| | TOTAL MISCELLANEOUS REVENUE | .00 | 1,273.00 | 500.00 | (773.00) | 254.6 |
| | <u>TRANSFERS FROM OTHER FUNDS</u> | | | | | |
| 12-8101 | TRANSFERS FROM OTHER FUNDS | .00 | 691,013.48 | 625,000.00 | (66,013.48) | 110.6 |
| | TOTAL TRANSFERS FROM OTHER FUNDS | .00 | 691,013.48 | 625,000.00 | (66,013.48) | 110.6 |
| | <u>ALLOTMENT FROM GF</u> | | | | | |
| 12-8192 | PD EXPENSE - GENERAL FUND | .00 | 3,754.89 | .00 | (3,754.89) | .0 |
| | TOTAL ALLOTMENT FROM GF | .00 | 3,754.89 | .00 | (3,754.89) | .0 |
| | TOTAL FUND REVENUE | .00 | 826,315.09 | 757,500.00 | (68,815.09) | 109.1 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

POLICE DEPARTMENT

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|-------------------|---------------------|---------------------|-------------|
| <u>POLICE DEPARTMENT</u> | | | | | |
| 12-6200-114 SALARIES - REGULAR | .00 | 424,745.43 | 390,000.00 | (34,745.43) | 108.9 |
| 12-6200-115 SALARIES - SPECIAL ASSIGNMENT | .00 | 15,680.21 | 44,000.00 | 28,319.79 | 35.6 |
| 12-6200-116 SALARIES - OVERTIME | .00 | 6,122.01 | 5,000.00 | (1,122.01) | 122.4 |
| 12-6200-119 SALARIES - CLERICAL | .00 | 1,524.42 | 2,500.00 | 975.58 | 61.0 |
| 12-6200-131 EMPLOYEE HEALTH INS | .00 | 61,122.25 | 72,000.00 | 10,877.75 | 84.9 |
| 12-6200-133 IMRF CONTRIBUTION | .00 | 41,049.27 | 40,000.00 | (1,049.27) | 102.6 |
| 12-6200-193 PAYROLL TAXES | .00 | 32,230.58 | 34,500.00 | 2,269.42 | 93.4 |
| 12-6200-198 UNIFORMS | .00 | 4,621.75 | 5,000.00 | 378.25 | 92.4 |
| 12-6200-199 UNIFORM ALLOWANCE | .00 | 5,706.92 | 5,000.00 | (706.92) | 114.1 |
| 12-6200-211 LEGAL EXPENSE | .00 | 918.75 | 500.00 | (418.75) | 183.8 |
| 12-6200-240 EQUIPMENT PURCHASES AND MAINT | .00 | 8,473.18 | 10,000.00 | 1,526.82 | 84.7 |
| 12-6200-241 VEHICLE MAINTENANCE | .00 | 17,260.35 | 10,000.00 | (7,260.35) | 172.6 |
| 12-6200-242 M&O: OFFICE | .00 | 33.25 | 500.00 | 466.75 | 6.7 |
| 12-6200-261 TELECOMMUNICATIONS SERVICE | .00 | 62,730.00 | 62,730.00 | .00 | 100.0 |
| 12-6200-312 OFFICE SUPPLIES | .00 | 568.05 | 1,000.00 | 431.95 | 56.8 |
| 12-6200-313 POSTAGE | .00 | 128.90 | 125.00 | (3.90) | 103.1 |
| 12-6200-314 TELEPHONE | .00 | 15,097.63 | 16,000.00 | 902.37 | 94.4 |
| 12-6200-315 COPIES & PRINTING | .00 | 1,130.09 | 1,000.00 | (130.09) | 113.0 |
| 12-6200-321 DUES & SUBSCRIPTIONS | .00 | 6,033.23 | 10,000.00 | 3,966.77 | 60.3 |
| 12-6200-331 TRAVEL & TRAINING | .00 | 8,012.05 | 7,000.00 | (1,012.05) | 114.5 |
| 12-6200-351 OFFICE EQUIP & MAINT | .00 | 2,575.62 | 5,000.00 | 2,424.38 | 51.5 |
| 12-6200-361 DUI PREVENTION EQUIP | .00 | 1,884.33 | 2,000.00 | 115.67 | 94.2 |
| 12-6200-371 GAS & PETROLEUM | .00 | 15,820.23 | 16,000.00 | 179.77 | 98.9 |
| 12-6200-421 COMMUNITY PROGRAMS | .00 | 932.55 | 1,000.00 | 67.45 | 93.3 |
| 12-6200-511 INSURANCE EXP | .00 | 33,741.82 | 33,500.00 | (241.82) | 100.7 |
| 12-6200-550 TECHNOLOGY UPGRADES | .00 | 3,148.97 | 5,000.00 | 1,851.03 | 63.0 |
| 12-6200-591 MISC EXPENSE | .00 | 1,886.67 | 3,000.00 | 1,113.33 | 62.9 |
| 12-6200-812 CAP OUTLAY: EQUIP/FURN | .00 | 1,489.06 | 11,800.00 | 10,310.94 | 12.6 |
| 12-6200-814 CAP OUTLAY: VEHICLE | .00 | 49,321.00 | 40,600.00 | (8,721.00) | 121.5 |
| 12-6200-821 CAP OUTLAY: BLDG IMPR | .00 | 1,256.75 | .00 | (1,256.75) | .0 |
| TOTAL POLICE DEPARTMENT | .00 | 825,245.32 | 834,755.00 | 9,509.68 | 98.9 |
| TOTAL FUND EXPENDITURES | .00 | 825,245.32 | 834,755.00 | 9,509.68 | 98.9 |
| NET REVENUE OVER EXPENDITURES | .00 | 1,069.77 | (77,255.00) | (78,324.77) | 1.4 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

RESTRICTED ASSETS FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|------------|------------|--------------|-------|
| <u>DONATIONS</u> | | | | | |
| 13-4166 CEMETERY RECEIPTS | .00 | .00 | 2,500.00 | 2,500.00 | .0 |
| 13-4167 WASTE COLLECTION AGREEMENT | .00 | 23,145.00 | 16,000.00 | (7,145.00) | 144.7 |
| TOTAL DONATIONS | .00 | 23,145.00 | 18,500.00 | (4,645.00) | 125.1 |
| <u>PARK DEVELOPMENT FEES</u> | | | | | |
| 13-4170 AIRPORT ROAD FARM RENT | .00 | 3,645.83 | 85,000.00 | 81,354.17 | 4.3 |
| 13-4171 PARK LOT DEV FEES - GENERAL | .00 | 2,100.00 | 1,000.00 | (1,100.00) | 210.0 |
| TOTAL PARK DEVELOPMENT FEES | .00 | 5,745.83 | 86,000.00 | 80,254.17 | 6.7 |
| <u>CAPITAL CONTRIBUTIONS: TOWN</u> | | | | | |
| 13-4201 CAP CONTRIB: PUBLIC WORKS BLDG | .00 | 1,009.26 | .00 | (1,009.26) | .0 |
| 13-4202 CAP CONTRIB: POLICE FACILITY | .00 | 805.56 | .00 | (805.56) | .0 |
| 13-4203 CAP CONTRIB: EMERGENCY SIREN | .00 | 23.14 | .00 | (23.14) | .0 |
| 13-4204 CAP CONTRIB: TOWN HALL BLDG | .00 | 2,509.26 | 3,000.00 | 490.74 | 83.6 |
| 13-4205 CAP CONTRIB: SPORTS COMPLEX | .00 | 1,319.44 | .00 | (1,319.44) | .0 |
| 13-4206 CAP CONTRIB: CAPITAL EQUIPMENT | .00 | 6,300.00 | .00 | (6,300.00) | .0 |
| TOTAL CAPITAL CONTRIBUTIONS: TOWN | .00 | 11,966.66 | 3,000.00 | (8,966.66) | 398.9 |
| <u>INTEREST</u> | | | | | |
| 13-8011 INTEREST ON INVESTMENT | .00 | 800.80 | 2,500.00 | 1,699.20 | 32.0 |
| TOTAL INTEREST | .00 | 800.80 | 2,500.00 | 1,699.20 | 32.0 |
| <u>TRANSFERS</u> | | | | | |
| 13-8101 TRANSFERS FROM OTHER FUNDS | .00 | 37,955.08 | .00 | (37,955.08) | .0 |
| TOTAL TRANSFERS | .00 | 37,955.08 | .00 | (37,955.08) | .0 |
| TOTAL FUND REVENUE | .00 | 79,613.37 | 110,000.00 | 30,386.63 | 72.4 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

RESTRICTED ASSETS FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|------------|-------------|------------|-------|
| <u>RESTRICTED ASSETS</u> | | | | | |
| 13-8000-352 ADMINISTRATIVE FUNDS | .00 | 2,400.00 | .00 (| 2,400.00) | .0 |
| 13-8000-836 CEMETERY MAINT / IMPROVEMENTS | .00 | .00 | 8,000.00 | 8,000.00 | .0 |
| 13-8000-839 AIRPORT ROAD PROPERTY TAXES | .00 | 20,692.74 | 30,000.00 | 9,307.26 | 69.0 |
| 13-8000-840 AIRPORT ROAD UTILITIES | .00 | 206.43 | 1,200.00 | 993.57 | 17.2 |
| 13-8000-850 STREET REPAIRS | .00 | .00 | 25,000.00 | 25,000.00 | .0 |
| TOTAL RESTRICTED ASSETS | .00 | 23,299.17 | 64,200.00 | 40,900.83 | 36.3 |
| TOTAL FUND EXPENDITURES | .00 | 23,299.17 | 64,200.00 | 40,900.83 | 36.3 |
| NET REVENUE OVER EXPENDITURES | .00 | 56,314.20 | 45,800.00 (| 10,514.20) | 123.0 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

| | | TIF FUND | | | | |
|------------------------|------------------------|---------------|------------|------------|--------------|-------|
| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
| <u>INTEREST INCOME</u> | | | | | | |
| 14-8010 | TIF RE TAX RECEIVED | .00 | 274,210.82 | 197,000.00 | (77,210.82) | 139.2 |
| 14-8011 | INTEREST ON INVESTMENT | .00 | 423.95 | 400.00 | (23.95) | 106.0 |
| TOTAL INTEREST INCOME | | .00 | 274,634.77 | 197,400.00 | (77,234.77) | 139.1 |
| TOTAL FUND REVENUE | | .00 | 274,634.77 | 197,400.00 | (77,234.77) | 139.1 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

TIF FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------|-------------------------------|---------------|------------|------------|---------------|-------|
| | | | | | | |
| | <u>TIF EXPENSES</u> | | | | | |
| 14-6600-211 | LEGAL EXPENSE | .00 | 23,621.19 | .00 | (23,621.19) | .0 |
| 14-6600-212 | ADMINISTRATIVE EXPENSE | .00 | 98,760.75 | .00 | (98,760.75) | .0 |
| 14-6600-591 | MISC EXPENSES | .00 | .00 | 150,000.00 | 150,000.00 | .0 |
| | | | | | | |
| | TOTAL TIF EXPENSES | .00 | 122,381.94 | 150,000.00 | 27,618.06 | 81.6 |
| | | | | | | |
| | TOTAL FUND EXPENDITURES | .00 | 122,381.94 | 150,000.00 | 27,618.06 | 81.6 |
| | | | | | | |
| | NET REVENUE OVER EXPENDITURES | .00 | 152,252.83 | 47,400.00 | (104,852.83) | 321.2 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--------------------------------------|---------------|------------|--------------|-------------|-------|
| <u>PROPERTY TAX</u> | | | | | |
| 01-4051 PROPERTY TAX REVENUE | .00 | .00 | 584,000.00 | 584,000.00 | .0 |
| 01-4052 RE TAX - CORPORATE LEVY | .00 | 471,673.24 | .00 (| 471,673.24) | .0 |
| 01-4058 RE TAX - IMRF LEVY | .00 | 55,850.56 | .00 (| 55,850.56) | .0 |
| 01-4059 RE TAX - SOC SEC LEVY | .00 | 51,031.46 | .00 (| 51,031.46) | .0 |
| TOTAL PROPERTY TAX | .00 | 578,555.26 | 584,000.00 | 5,444.74 | 99.1 |
| <u>ROAD & BRIDGE TAX</u> | | | | | |
| 01-4071 ROAD & BRIDGE TAX REV | .00 | 17,220.25 | 20,000.00 | 2,779.75 | 86.1 |
| TOTAL ROAD & BRIDGE TAX | .00 | 17,220.25 | 20,000.00 | 2,779.75 | 86.1 |
| <u>BUILDING & ZONING PERMITS</u> | | | | | |
| 01-4081 BUILDING & ZONING PERMITS | .00 | 50.00 | 37,500.00 | 37,450.00 | .1 |
| 01-4082 ZONING PERMITS | .00 | 3,025.00 | .00 (| 3,025.00) | .0 |
| 01-4083 BUILDING PERMITS | .00 | 47,520.49 | .00 (| 47,520.49) | .0 |
| 01-4084 SITE GRADING PLAN REVIEW | .00 | 4,000.00 | .00 (| 4,000.00) | .0 |
| TOTAL BUILDING & ZONING PERMITS | .00 | 54,595.49 | 37,500.00 (| 17,095.49) | 145.6 |
| <u>INCOME TAX REVENUE</u> | | | | | |
| 01-4101 STATE INCOME TAX REVENUE | .00 | 622,497.80 | 435,000.00 (| 187,497.80) | 143.1 |
| TOTAL INCOME TAX REVENUE | .00 | 622,497.80 | 435,000.00 (| 187,497.80) | 143.1 |
| <u>SALES TAX</u> | | | | | |
| 01-4122 SALES TAX | .00 | 470,993.10 | 340,000.00 (| 130,993.10) | 138.5 |
| 01-4123 LOCAL USE TAX | .00 | 168,930.35 | 130,000.00 (| 38,930.35) | 130.0 |
| TOTAL SALES TAX | .00 | 639,923.45 | 470,000.00 (| 169,923.45) | 136.2 |
| <u>REPLACEMENT TAX - TOWNSHIP</u> | | | | | |
| 01-4131 REPLACEMENT TAX - TOWNSHIP | .00 | 174.01 | .00 (| 174.01) | .0 |
| TOTAL REPLACEMENT TAX - TOWNSHIP | .00 | 174.01 | .00 (| 174.01) | .0 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|---------------------------------------|---------------|-------------|-----------|-------------|-------|
| <u>REPLACEMENT TAX - STATE</u> | | | | | |
| 01-4141 REPLACEMENT TAX - STATE | .00 | 3,155.00 | 15,000.00 | 11,845.00 | 21.0 |
| 01-4142 VIDEO GAMING TAX - STATE | .00 | 17,665.84 | 10,000.00 | (7,665.84) | 176.7 |
| 01-4143 CANNABIS USE TAX - STATE | .00 | 6,945.60 | 3,000.00 | (3,945.60) | 231.5 |
| TOTAL REPLACEMENT TAX - STATE | .00 | 27,766.44 | 28,000.00 | 233.56 | 99.2 |
| <u>OTHER PERMITS</u> | | | | | |
| 01-4151 OTHER PERMITS | .00 | 50.00 | 5,000.00 | 4,950.00 | 1.0 |
| 01-4153 LIQUOR LICENSES | .00 | 8,200.00 | .00 | (8,200.00) | .0 |
| TOTAL OTHER PERMITS | .00 | 8,250.00 | 5,000.00 | (3,250.00) | 165.0 |
| <u>DONATIONS</u> | | | | | |
| 01-4166 CEMETERY RECEIPTS | .00 | 1,100.00 | .00 | (1,100.00) | .0 |
| TOTAL DONATIONS | .00 | 1,100.00 | .00 | (1,100.00) | .0 |
| <u>FRANCHISE FEES</u> | | | | | |
| 01-4181 FRANCHISE FEES | .00 | 28,840.35 | 26,500.00 | (2,340.35) | 108.8 |
| TOTAL FRANCHISE FEES | .00 | 28,840.35 | 26,500.00 | (2,340.35) | 108.8 |
| <u>SIMPLIFIED TELECOM TAX (IMF)</u> | | | | | |
| 01-4201 SIMPLIFIED TELECOMM TAX (IMF) | .00 | 6,304.94 | 12,000.00 | 5,695.06 | 52.5 |
| TOTAL SIMPLIFIED TELECOM TAX (IMF) | .00 | 6,304.94 | 12,000.00 | 5,695.06 | 52.5 |
| <u>CORTLAND HISTORY BOOK</u> | | | | | |
| 01-4851 CORTLAND HISTORY BOOK | .00 | 275.00 | .00 | (275.00) | .0 |
| TOTAL CORTLAND HISTORY BOOK | .00 | 275.00 | .00 | (275.00) | .0 |
| <u>REIMBURSEMENTS</u> | | | | | |
| 01-4902 REIMBURSEMENTS - ENG | (2,084.50) | (2,084.50) | .00 | 2,084.50 | .0 |
| 01-4903 REIMBURSEMENTS - ZONING | (4,095.00) | (4,095.00) | .00 | 4,095.00 | .0 |
| 01-4909 REIMBURSEMENTS - OTHER | .00 | 2,564.82 | .00 | (2,564.82) | .0 |
| TOTAL REIMBURSEMENTS | (6,179.50) | (3,614.68) | .00 | 3,614.68 | .0 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|-------------------------------------|---------------|--------------|--------------|---------------|-------|
| <u>RESTITUTION</u> | | | | | |
| 01-4911 RESTITUTION FOR PROP DAMAGE | .00 | 3,528.69 | .00 | (3,528.69) | .0 |
| TOTAL RESTITUTION | .00 | 3,528.69 | .00 | (3,528.69) | .0 |
| <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 01-4991 MISC REVENUE | .00 | 2,522.54 | 5,000.00 | 2,477.46 | 50.5 |
| 01-4996 BUSINESS LICENSES | .00 | 1,175.00 | 1,250.00 | 75.00 | 94.0 |
| 01-4999 ARPA GRANT | .00 | 299,930.57 | 150,000.00 | (149,930.57) | 200.0 |
| TOTAL MISCELLANEOUS REVENUE | .00 | 303,628.11 | 156,250.00 | (147,378.11) | 194.3 |
| <u>INTEREST ON INVESTMENT</u> | | | | | |
| 01-8011 INTEREST ON INVESTMENT | .00 | 565.06 | 500.00 | (65.06) | 113.0 |
| TOTAL INTEREST ON INVESTMENT | .00 | 565.06 | 500.00 | (65.06) | 113.0 |
| <u>TRANSFERS FROM OTHER FUNDS</u> | | | | | |
| 01-8101 TRANSFERS FROM OTHER FUNDS | .00 | 301,900.00 | 325,000.00 | 23,100.00 | 92.9 |
| TOTAL TRANSFERS FROM OTHER FUNDS | .00 | 301,900.00 | 325,000.00 | 23,100.00 | 92.9 |
| <u>SALE OF PROPERTY</u> | | | | | |
| 01-8202 SALE OF EQUIPMENT | .00 | .00 | 30,000.00 | 30,000.00 | .0 |
| TOTAL SALE OF PROPERTY | .00 | .00 | 30,000.00 | 30,000.00 | .0 |
| <u>INSURANCE PROCEEDS</u> | | | | | |
| 01-8401 INSURANCE PROCEEDS | .00 | 1,691.87 | .00 | (1,691.87) | .0 |
| TOTAL INSURANCE PROCEEDS | .00 | 1,691.87 | .00 | (1,691.87) | .0 |
| TOTAL FUND REVENUE | (6,179.50) | 2,593,202.04 | 2,129,750.00 | (463,452.04) | 121.8 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|--------------|--------------|--------------|-------|
| <u>ADMINISTRATION</u> | | | | | |
| 01-6000-110 SALARIES - ELECTED OFFICIALS | .00 | 114,901.97 | 119,300.00 | 4,398.03 | 96.3 |
| 01-6000-119 SALARIES - CLERICAL WORKERS | .00 | 73,262.72 | 87,000.00 | 13,737.28 | 84.2 |
| 01-6000-131 EMPLOYEE HEALTH INSURANCE | .00 | 46,006.93 | 44,000.00 | (2,006.93) | 104.6 |
| 01-6000-133 IMRF CONTRIBUTION | .00 | 14,399.77 | 16,500.00 | 2,100.23 | 87.3 |
| 01-6000-151 UNEMPLOYMENT BENEFITS | .00 | 40.41 | .00 | (40.41) | .0 |
| 01-6000-193 PAYROLL TAXES | .00 | 14,175.55 | 16,000.00 | 1,824.45 | 88.6 |
| 01-6000-210 LEGAL FEES: REIMBURSABLE | .00 | 612.50 | .00 | (612.50) | .0 |
| 01-6000-211 LEGAL EXPENSE | .00 | 32,535.36 | 60,000.00 | 27,464.64 | 54.2 |
| 01-6000-214 AUDIT & ACCOUNTING FEES | .00 | 122,498.49 | 114,000.00 | (8,498.49) | 107.5 |
| 01-6000-312 OFFICE SUPPLIES | .00 | 3,561.56 | 5,000.00 | 1,438.44 | 71.2 |
| 01-6000-313 POSTAGE | .00 | 945.19 | 2,000.00 | 1,054.81 | 47.3 |
| 01-6000-314 TELEPHONE | .00 | 17,095.07 | 18,500.00 | 1,404.93 | 92.4 |
| 01-6000-315 COPIES & PRINTING | .00 | 314.00 | 2,500.00 | 2,186.00 | 12.6 |
| 01-6000-321 DUES & SUBSCRIPTIONS | .00 | 3,467.80 | 5,000.00 | 1,532.20 | 69.4 |
| 01-6000-331 TRAVEL & TRAINING | .00 | 7,771.95 | 5,000.00 | (2,771.95) | 155.4 |
| 01-6000-351 OFFICE EQUIP & MAINT | .00 | 21,074.19 | 18,000.00 | (3,074.19) | 117.1 |
| 01-6000-511 INSURANCE EXPENSE | .00 | 16,245.24 | 15,000.00 | (1,245.24) | 108.3 |
| 01-6000-531 REAL ESTATE TAXES | .00 | 101.48 | 3,000.00 | 2,898.52 | 3.4 |
| 01-6000-591 MISC EXPENSE | .00 | 609.62 | 1,000.00 | 390.38 | 61.0 |
| 01-6000-812 CAP OUTLAY: EQUIP & FURN | .00 | 4,686.00 | 17,500.00 | 12,814.00 | 26.8 |
| 01-6000-907 PD EXPENSE TO GENERAL FUND | .00 | 694,768.37 | 625,000.00 | (69,768.37) | 111.2 |
| 01-6000-908 TRANSFER TO OTHER FUNDS | .00 | 21,300.45 | 10,000.00 | (11,300.45) | 213.0 |
| TOTAL ADMINISTRATION | .00 | 1,210,374.62 | 1,184,300.00 | (26,074.62) | 102.2 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|------------|------------|-------------|--------|
| <u>PUBLIC WORKS</u> | | | | | |
| 01-6100-118 SALARIES - MAINT WORKERS | .00 | 272,267.72 | 294,000.00 | 21,732.28 | 92.6 |
| 01-6100-131 EMPLOYEE HEALTH INSURANCE | .00 | 36,926.32 | 40,500.00 | 3,573.68 | 91.2 |
| 01-6100-133 IMRF CONTRIBUTION | .00 | 26,206.84 | 30,000.00 | 3,793.16 | 87.4 |
| 01-6100-193 PAYROLL TAXES | .00 | 20,914.66 | 23,000.00 | 2,085.34 | 90.9 |
| 01-6100-197 DRUG/ALCOHOL PROGRAMS | .00 | 450.00 | 600.00 | 150.00 | 75.0 |
| 01-6100-198 UNIFORMS | .00 | 1,442.41 | 1,800.00 | 357.59 | 80.1 |
| 01-6100-218 MAINTENANCE - STREET LIGHTS | .00 | 2,003.61 | 1,000.00 | (1,003.61) | 200.4 |
| 01-6100-219 ELECTRIC - STREET LIGHTS | .00 | 34,612.56 | 35,000.00 | 387.44 | 98.9 |
| 01-6100-220 ROAD SALT | .00 | 25,570.77 | 27,000.00 | 1,429.23 | 94.7 |
| 01-6100-221 ROAD SIGNS | .00 | 2,275.25 | 1,500.00 | (775.25) | 151.7 |
| 01-6100-222 RAILROAD CROSSING MAINTENANCE | .00 | 1,932.33 | 2,000.00 | 67.67 | 96.6 |
| 01-6100-223 ROAD PATCH MIX | .00 | 1,338.20 | 2,000.00 | 661.80 | 66.9 |
| 01-6100-224 STREET REPAIR MATERIALS | .00 | 3,790.34 | 20,000.00 | 16,209.66 | 19.0 |
| 01-6100-225 ROADWAY SAFETY PAINT | .00 | 501.75 | 1,500.00 | 998.25 | 33.5 |
| 01-6100-226 TOOLS AND HARDWARE | .00 | 3,157.66 | 3,000.00 | (157.66) | 105.3 |
| 01-6100-227 SMALL EQUIPMENT PURCHASES | .00 | 9,344.55 | 14,250.00 | 4,905.45 | 65.6 |
| 01-6100-232 MAINTENANCE TOWN GARAGE | .00 | 5,946.58 | 550.00 | (5,396.58) | 1081.2 |
| 01-6100-234 PARKS - MOWING | .00 | 15,390.00 | 19,500.00 | 4,110.00 | 78.9 |
| 01-6100-235 PARKS - EQUIPMENT MAINTENANCE | .00 | 8,167.76 | 10,000.00 | 1,832.24 | 81.7 |
| 01-6100-236 PARKS - GENERAL MAINTENANCE | .00 | 565.00 | .00 | (565.00) | .0 |
| 01-6100-239 NUISANCE MOWING | .00 | 3,490.00 | 1,000.00 | (2,490.00) | 349.0 |
| 01-6100-241 VEHICLE & EQUIPMENT MAINT. | .00 | 22,284.10 | 15,000.00 | (7,284.10) | 148.6 |
| 01-6100-242 TOWN HALL MAINTENANCE | .00 | 7,119.65 | 6,000.00 | (1,119.65) | 118.7 |
| 01-6100-245 EQUIPMENT RENTAL | .00 | 12,569.82 | 13,000.00 | 430.18 | 96.7 |
| 01-6100-247 SCAVENGER SERVICE | .00 | 1,440.00 | 3,000.00 | 1,560.00 | 48.0 |
| 01-6100-255 STORM SEWER REPAIRS | .00 | 4,869.82 | 6,000.00 | 1,130.18 | 81.2 |
| 01-6100-256 SUMP LINE INSTALLATIONS | .00 | .00 | 400.00 | 400.00 | .0 |
| 01-6100-258 FORESTRY | .00 | 4,396.28 | 12,000.00 | 7,603.72 | 36.6 |
| 01-6100-312 OFFICE SUPPLIES | .00 | 205.11 | 250.00 | 44.89 | 82.0 |
| 01-6100-314 TELEPHONE | .00 | 5,443.48 | 6,000.00 | 556.52 | 90.7 |
| 01-6100-316 UTILITIES | .00 | 11,807.86 | 9,500.00 | (2,307.86) | 124.3 |
| 01-6100-331 TRAVEL AND TRAINING | .00 | 375.00 | 500.00 | 125.00 | 75.0 |
| 01-6100-351 OFFICE EQUIP & MAINT | .00 | 1,914.02 | 2,000.00 | 85.98 | 95.7 |
| 01-6100-371 FUEL | .00 | 18,406.08 | 20,000.00 | 1,593.92 | 92.0 |
| 01-6100-511 INSURANCE EXPENSE | .00 | 36,305.19 | 38,000.00 | 1,694.81 | 95.5 |
| 01-6100-525 TECHNOLOGY UPGRADES | .00 | 849.80 | .00 | (849.80) | .0 |
| 01-6100-591 MISC EXPENSE | .00 | 4,292.38 | 500.00 | (3,792.38) | 858.5 |
| 01-6100-611 PRINCIPAL PAYMENTS | .00 | 38,746.99 | 39,216.00 | 469.01 | 98.8 |
| 01-6100-621 INTEREST EXPENSE | .00 | 12,380.81 | 12,102.00 | (278.81) | 102.3 |
| 01-6100-812 CAP OUTLAY: EQUIP & FURN | .00 | 36,423.03 | 32,000.00 | (4,423.03) | 113.8 |
| TOTAL PUBLIC WORKS | .00 | 696,123.73 | 743,668.00 | 47,544.27 | 93.6 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|--------------|--------------|---------------|--------|
| <u>ENGINEERING & ZONING</u> | | | | | |
| 01-6300-118 SALARIES - CODE OFFICIAL | .00 | 32,124.49 | 35,000.00 | 2,875.51 | 91.8 |
| 01-6300-120 SALARIES - ENGINEER | .00 | 88,423.07 | .00 (| 88,423.07) | .0 |
| 01-6300-131 EMPLOYEE HEALTH/LIFE | .00 | 161.91 | .00 (| 161.91) | .0 |
| 01-6300-133 EMPLOYER IMRF | .00 | 8,188.54 | .00 (| 8,188.54) | .0 |
| 01-6300-193 PAYROLL TAXES | .00 | 9,042.40 | 3,000.00 (| 6,042.40) | 301.4 |
| 01-6300-210 ENGINEERING EXPENSE | .00 | 19,865.35 | .00 (| 19,865.35) | .0 |
| 01-6300-211 ENGINEERING: NON-REIMBURSABLE | .00 | .00 | 75,000.00 | 75,000.00 | .0 |
| 01-6300-213 PLANNING/ZONING/BUILDING | .00 | 38,015.00 | 100,000.00 | 61,985.00 | 38.0 |
| 01-6300-215 ZONING ADM: REIMBURSABLE | .00 | 3,152.50 | .00 (| 3,152.50) | .0 |
| 01-6300-216 ZONING ADMINISTRATION FEES | .00 | 1,250.00 | .00 (| 1,250.00) | .0 |
| 01-6300-241 VEHICLE & EQUIPMENT MAINT. | .00 | 8.00 | .00 (| 8.00) | .0 |
| 01-6300-312 OFFICE SUPPLIES | .00 | 5.49 | 500.00 | 494.51 | 1.1 |
| 01-6300-314 TELEPHONE | .00 | 1,677.16 | 1,500.00 (| 177.16) | 111.8 |
| 01-6300-315 COPIES & PRINTING | .00 | 425.70 | 500.00 | 74.30 | 85.1 |
| 01-6300-351 OFFICE EXPENSE | .00 | 3,574.62 | 3,000.00 (| 574.62) | 119.2 |
| 01-6300-511 INSURANCE EXP | .00 | 181.33 | .00 (| 181.33) | .0 |
| TOTAL ENGINEERING & ZONING | .00 | 206,095.56 | 218,500.00 | 12,404.44 | 94.3 |
| <u>CEMETERY</u> | | | | | |
| 01-6700-321 CEMETERY EXPENSES | .00 | 10,234.13 | .00 (| 10,234.13) | .0 |
| TOTAL CEMETERY | .00 | 10,234.13 | .00 (| 10,234.13) | .0 |
| TOTAL FUND EXPENDITURES | .00 | 2,122,828.04 | 2,146,468.00 | 23,639.96 | 98.9 |
| NET REVENUE OVER EXPENDITURES | (6,179.50) | 470,374.00 | (16,718.00) | (487,092.00) | 2813.6 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

MOTOR FUEL TAX FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|--------------------------------|---------------|------------|------------|--------------|-------|
| | <u>MOTOR FUEL TAX REVENUES</u> | | | | | |
| 02-4011 | MFT APPROPRIATION | .00 | 170,222.37 | 150,000.00 | (20,222.37) | 113.5 |
| | TOTAL MOTOR FUEL TAX REVENUES | .00 | 170,222.37 | 150,000.00 | (20,222.37) | 113.5 |
| | <u>REBUILD ILLINOIS</u> | | | | | |
| 02-4050 | REBUILD ILLINOIS | .00 | 93,803.26 | 94,000.00 | 196.74 | 99.8 |
| | TOTAL REBUILD ILLINOIS | .00 | 93,803.26 | 94,000.00 | 196.74 | 99.8 |
| | <u>INTEREST ON INVESTMENT</u> | | | | | |
| 02-8011 | INTEREST ON INVESTMENT | .00 | 385.57 | 500.00 | 114.43 | 77.1 |
| | TOTAL INTEREST ON INVESTMENT | .00 | 385.57 | 500.00 | 114.43 | 77.1 |
| | TOTAL FUND REVENUE | .00 | 264,411.20 | 244,500.00 | (19,911.20) | 108.1 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

MOTOR FUEL TAX FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------|--------------------------------------|---------------|-------------------|---------------------|---------------------|--------------|
| | <u>MOTOR FUEL EXPENSES</u> | | | | | |
| 02-6400-235 | CONT MAINT: ENGINEER | .00 | 13,045.36 | 25,000.00 | 11,954.64 | 52.2 |
| 02-6400-370 | GENERAL MAINTENANCE | .00 | 192,285.60 | 250,000.00 | 57,714.40 | 76.9 |
| | <u>TOTAL MOTOR FUEL EXPENSES</u> | <u>.00</u> | <u>205,330.96</u> | <u>275,000.00</u> | <u>69,669.04</u> | <u>74.7</u> |
| | <u>TOTAL FUND EXPENDITURES</u> | <u>.00</u> | <u>205,330.96</u> | <u>275,000.00</u> | <u>69,669.04</u> | <u>74.7</u> |
| | <u>NET REVENUE OVER EXPENDITURES</u> | <u>.00</u> | <u>59,080.24</u> | <u>(30,500.00)</u> | <u>(89,580.24)</u> | <u>193.7</u> |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

CAPITAL IMPROVEMENT FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|---------------|------------|------------|---------------|-------|
| <u>ELECTRICITY</u> | | | | | |
| 03-4011 UTILITY TAX - ELECTRICITY | .00 | 95,014.76 | 88,000.00 | (7,014.76) | 108.0 |
| TOTAL ELECTRICITY | .00 | 95,014.76 | 88,000.00 | (7,014.76) | 108.0 |
| <u>GAS</u> | | | | | |
| 03-4021 UTILITY TAX - GAS | .00 | 74,587.80 | 45,000.00 | (29,587.80) | 165.8 |
| TOTAL GAS | .00 | 74,587.80 | 45,000.00 | (29,587.80) | 165.8 |
| <u>TELEPHONE</u> | | | | | |
| 03-4031 SIMPLIFIED TELECOMM TAX (UT) | .00 | 22,220.88 | 45,000.00 | 22,779.12 | 49.4 |
| TOTAL TELEPHONE | .00 | 22,220.88 | 45,000.00 | 22,779.12 | 49.4 |
| <u>SALES TAX</u> | | | | | |
| 03-4041 NON HOME RULE SALES TAX | .00 | 349,210.67 | 235,000.00 | (114,210.67) | 148.6 |
| TOTAL SALES TAX | .00 | 349,210.67 | 235,000.00 | (114,210.67) | 148.6 |
| <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 03-4991 MISCELLANEOUS INCOME | .00 | 1,852.93 | .00 | (1,852.93) | .0 |
| TOTAL MISCELLANEOUS REVENUE | .00 | 1,852.93 | .00 | (1,852.93) | .0 |
| <u>INTEREST ON INVESTMENTS</u> | | | | | |
| 03-8011 INTEREST ON INVESTMENTS | .00 | 227.78 | 400.00 | 172.22 | 57.0 |
| TOTAL INTEREST ON INVESTMENTS | .00 | 227.78 | 400.00 | 172.22 | 57.0 |
| TOTAL FUND REVENUE | .00 | 543,114.82 | 413,400.00 | (129,714.82) | 131.4 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

CAPITAL IMPROVEMENT FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|------------|---------------|---------------|-------|
| <u>CAPITAL IMPR EXPENSES</u> | | | | | |
| 03-6500-421 COMMUNITY PROGRAMS | .00 | 6,270.00 | 15,000.00 | 8,730.00 | 41.8 |
| 03-6500-522 NPDES PERMIT FEE | .00 | 1,000.00 | 1,000.00 | .00 | 100.0 |
| 03-6500-621 INTEREST EXPENSE | .00 | (485.08) | .00 | 485.08 | .0 |
| 03-6500-726 DONATIONS- COMMUNITY AGENCIES | .00 | 4,500.00 | 5,000.00 | 500.00 | 90.0 |
| 03-6500-832 HANDICAP ACCESS CONSTRCT | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 03-6500-837 EMERGENCY PREPAREDNESS | .00 | .00 | 1,500.00 | 1,500.00 | .0 |
| 03-6500-840 HOLIDAY DECORATIONS | .00 | 4,488.63 | 3,000.00 | (1,488.63) | 149.6 |
| 03-6500-842 SIDEWALKS, NEW CONSTRUCTION | .00 | 5,810.50 | 12,000.00 | 6,189.50 | 48.4 |
| 03-6500-843 TOWN GARAGE FINISHING ITEMS | .00 | 1,570.40 | 10,500.00 | 8,929.60 | 15.0 |
| 03-6500-910 TRANSFERS TO OTHER FUNDS | .00 | 226,654.63 | 325,000.00 | 98,345.37 | 69.7 |
| 03-6500-912 LOAN PAYMENTS | .00 | .00 | 51,318.00 | 51,318.00 | .0 |
| 03-6500-913 CAPITAL PURCHASE TRANSFERS | .00 | 101,900.00 | 101,900.00 | .00 | 100.0 |
| TOTAL CAPITAL IMPR EXPENSES | .00 | 351,709.08 | 527,218.00 | 175,508.92 | 66.7 |
| TOTAL FUND EXPENDITURES | .00 | 351,709.08 | 527,218.00 | 175,508.92 | 66.7 |
| NET REVENUE OVER EXPENDITURES | .00 | 191,405.74 | (113,818.00) | (305,223.74) | 168.2 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

SEWER SYSTEM FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|-------------------------------|---------------|------------|------------|--------------|-------|
| | <u>SERVICE FEES</u> | | | | | |
| 06-4010 | CONNECTION FEES | .00 | 89,500.00 | .00 | (89,500.00) | .0 |
| 06-4011 | SERVICE FEES | .00 | 547,387.72 | 539,580.00 | (7,807.72) | 101.5 |
| | TOTAL SERVICE FEES | .00 | 636,887.72 | 539,580.00 | (97,307.72) | 118.0 |
| | <u>LATE CHARGES</u> | | | | | |
| 06-4021 | LATE CHARGES | .00 | 25,439.48 | 23,000.00 | (2,439.48) | 110.6 |
| | TOTAL LATE CHARGES | .00 | 25,439.48 | 23,000.00 | (2,439.48) | 110.6 |
| | <u>BAD CHECK CHARGES</u> | | | | | |
| 06-4041 | BAD CHECK CHARGES | .00 | 12.50 | .00 | (12.50) | .0 |
| | TOTAL BAD CHECK CHARGES | .00 | 12.50 | .00 | (12.50) | .0 |
| | <u>PERMITS</u> | | | | | |
| 06-4051 | PERMITS | .00 | 70,000.00 | 10,000.00 | (60,000.00) | 700.0 |
| | TOTAL PERMITS | .00 | 70,000.00 | 10,000.00 | (60,000.00) | 700.0 |
| | <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 06-4991 | MISC REVENUE | .00 | 367.14 | .00 | (367.14) | .0 |
| | TOTAL MISCELLANEOUS REVENUE | .00 | 367.14 | .00 | (367.14) | .0 |
| | <u>INTEREST ON INVESTMENT</u> | | | | | |
| 06-8011 | INTEREST ON INVESTMENT | .00 | 1,594.98 | 3,000.00 | 1,405.02 | 53.2 |
| | TOTAL INTEREST ON INVESTMENT | .00 | 1,594.98 | 3,000.00 | 1,405.02 | 53.2 |
| | <u>GRANTS</u> | | | | | |
| 06-8300 | GRANT REVENUE | .00 | 5,028.00 | 2,500.00 | (2,528.00) | 201.1 |
| | TOTAL GRANTS | .00 | 5,028.00 | 2,500.00 | (2,528.00) | 201.1 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

SEWER SYSTEM FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|----------------------|---------------|------------|------------|---------------|-------|
| <u>LEASE INCOME</u> | | | | | |
| 06-8801 LEASE INCOME | .00 | .00 | 10,725.00 | 10,725.00 | .0 |
| TOTAL LEASE INCOME | .00 | .00 | 10,725.00 | 10,725.00 | .0 |
| TOTAL FUND REVENUE | .00 | 739,329.82 | 588,805.00 | (150,524.82) | 125.6 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

SEWER SYSTEM FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------------------------------------|---------------|--------------|------------|---------------|-------|
| <u>SEWER SYSTEM EXPENSES</u> | | | | | |
| 06-7300-118 SALARIES: MAINT WORKERS | .00 | 77,594.93 | 76,000.00 | (1,594.93) | 102.1 |
| 06-7300-131 EMPLOYEE HEALTH INSURANCE | .00 | 9,909.19 | 11,500.00 | 1,590.81 | 86.2 |
| 06-7300-133 IMRF CONTRIBUTION | .00 | 7,472.72 | 7,800.00 | 327.28 | 95.8 |
| 06-7300-134 PENSION EXPENSE | .00 | (16,165.00) | .00 | 16,165.00 | .0 |
| 06-7300-193 PAYROLL TAXES | .00 | 5,966.88 | 6,000.00 | 33.12 | 99.5 |
| 06-7300-198 UNIFORMS | .00 | 425.59 | 800.00 | 374.41 | 53.2 |
| 06-7300-211 LEGAL/COLLECTION EXPENSE | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 06-7300-212 ENGINEERING EXPENSE | .00 | 147.50 | 12,500.00 | 12,352.50 | 1.2 |
| 06-7300-213 OTHER CONSULTING FEES | .00 | 17,603.63 | 16,750.00 | (853.63) | 105.1 |
| 06-7300-214 AUDIT FEES | .00 | 4,600.00 | 4,600.00 | .00 | 100.0 |
| 06-7300-217 FINES | .00 | 135.00 | .00 | (135.00) | .0 |
| 06-7300-218 EQUIPMENT | .00 | 39.97 | 3,000.00 | 2,960.03 | 1.3 |
| 06-7300-221 UTILITIES | .00 | 107,587.84 | 96,000.00 | (11,587.84) | 112.1 |
| 06-7300-241 M&O: VEH & EQUIP | .00 | 6,495.68 | 3,000.00 | (3,495.68) | 216.5 |
| 06-7300-243 M&O: SEWER PLANT | .00 | 31,777.63 | 40,000.00 | 8,222.37 | 79.4 |
| 06-7300-311 OFFICE EXPENSE | .00 | 5,660.25 | 6,500.00 | 839.75 | 87.1 |
| 06-7300-312 ANNUAL PERMIT FEES | .00 | 10,500.00 | 11,000.00 | 500.00 | 95.5 |
| 06-7300-313 TRAINING | .00 | 325.00 | 2,000.00 | 1,675.00 | 16.3 |
| 06-7300-314 TELEPHONE | .00 | 3,039.12 | 5,000.00 | 1,960.88 | 60.8 |
| 06-7300-345 WASTEWATER TESTING | .00 | 11,417.15 | 17,500.00 | 6,082.85 | 65.2 |
| 06-7300-371 GAS & PETROLEUM | .00 | 2,993.99 | 2,200.00 | (793.99) | 136.1 |
| 06-7300-491 GRANT EXPENSE | .00 | .00 | 3,500.00 | 3,500.00 | .0 |
| 06-7300-511 INSURANCE EXPENSE | .00 | 3,839.23 | 8,000.00 | 4,160.77 | 48.0 |
| 06-7300-531 REAL ESTATE TAXES | .00 | 1,213.36 | .00 | (1,213.36) | .0 |
| 06-7300-541 DEPRECIATION EXPENSE | .00 | 415,116.21 | .00 | (415,116.21) | .0 |
| 06-7300-591 MISC EXPENSES | .00 | 2,222.69 | 500.00 | (1,722.69) | 444.5 |
| 06-7300-611 DEBT SERVICE PRINCIPAL | .00 | .00 | 48,000.00 | 48,000.00 | .0 |
| 06-7300-621 INTEREST EXPENSE | .00 | 13,602.95 | 12,948.00 | (654.95) | 105.1 |
| 06-7300-812 CAP OUTLAY: EQUIPMENT | .00 | .00 | 36,000.00 | 36,000.00 | .0 |
| 06-7300-826 FACILITY PLAN | .00 | 9,261.75 | 55,000.00 | 45,738.25 | 16.8 |
| TOTAL SEWER SYSTEM EXPENSES | .00 | 732,783.26 | 491,098.00 | (241,685.26) | 149.2 |
| TOTAL FUND EXPENDITURES | .00 | 732,783.26 | 491,098.00 | (241,685.26) | 149.2 |
| NET REVENUE OVER EXPENDITURES | .00 | 6,546.56 | 97,707.00 | 91,160.44 | 6.7 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

WATER SYSTEM FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|-------------------------------|---------------|------------|------------|--------------|-------|
| | <u>SERVICE FEES</u> | | | | | |
| 07-4010 | CONNECTION FEES | .00 | 87,500.00 | .00 | (87,500.00) | .0 |
| 07-4011 | SERVICE FEES | .00 | 518,443.02 | 520,000.00 | 1,556.98 | 99.7 |
| | TOTAL SERVICE FEES | .00 | 605,943.02 | 520,000.00 | (85,943.02) | 116.5 |
| | <u>LATE CHARGES</u> | | | | | |
| 07-4021 | LATE CHARGES | .00 | 1,675.51 | 1,000.00 | (675.51) | 167.6 |
| | TOTAL LATE CHARGES | .00 | 1,675.51 | 1,000.00 | (675.51) | 167.6 |
| | <u>BAD CHECK CHARGES</u> | | | | | |
| 07-4041 | BAD CHECK CHARGES | .00 | 37.50 | 50.00 | 12.50 | 75.0 |
| | TOTAL BAD CHECK CHARGES | .00 | 37.50 | 50.00 | 12.50 | 75.0 |
| | <u>PERMITS</u> | | | | | |
| 07-4051 | PERMITS | .00 | 77,600.00 | 15,000.00 | (62,600.00) | 517.3 |
| | TOTAL PERMITS | .00 | 77,600.00 | 15,000.00 | (62,600.00) | 517.3 |
| | <u>METER SALES</u> | | | | | |
| 07-4301 | METER SALES | .00 | 8,100.00 | 5,000.00 | (3,100.00) | 162.0 |
| | TOTAL METER SALES | .00 | 8,100.00 | 5,000.00 | (3,100.00) | 162.0 |
| | <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 07-4991 | MISC INCOME | .00 | 1,770.00 | 1,500.00 | (270.00) | 118.0 |
| | TOTAL MISCELLANEOUS REVENUE | .00 | 1,770.00 | 1,500.00 | (270.00) | 118.0 |
| | <u>INTEREST ON INVESTMENT</u> | | | | | |
| 07-8011 | INTEREST ON INVESTMENT | .00 | 874.34 | 2,000.00 | 1,125.66 | 43.7 |
| | TOTAL INTEREST ON INVESTMENT | .00 | 874.34 | 2,000.00 | 1,125.66 | 43.7 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

WATER SYSTEM FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|----------------------|---------------|------------|------------|---------------|-------|
| <u>LEASE INCOME</u> | | | | | |
| 07-8801 LEASE INCOME | .00 | 2,790.00 | 3,720.00 | 930.00 | 75.0 |
| TOTAL LEASE INCOME | .00 | 2,790.00 | 3,720.00 | 930.00 | 75.0 |
| TOTAL FUND REVENUE | .00 | 698,790.37 | 548,270.00 | (150,520.37) | 127.5 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

WATER SYSTEM FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|--------------|--------------|---------------|---------|
| <u>WATER SYSTEM EXPENSES</u> | | | | | |
| 07-7400-118 SALARIES: MAINT WORKERS | .00 | 116,742.45 | 114,000.00 | (2,742.45) | 102.4 |
| 07-7400-131 EMPLOYEE HEALTH INSURANCE | .00 | 14,863.96 | 17,000.00 | 2,136.04 | 87.4 |
| 07-7400-133 IMRF CONTRIBUTION | .00 | 11,209.11 | 12,000.00 | 790.89 | 93.4 |
| 07-7400-134 PENSION EXPENSE | .00 | (24,248.92) | .00 | 24,248.92 | .0 |
| 07-7400-193 PAYROLL TAXES | .00 | 8,950.16 | 8,721.00 | (229.16) | 102.6 |
| 07-7400-198 UNIFORMS | .00 | 661.48 | 600.00 | (61.48) | 110.3 |
| 07-7400-212 ENGINEERING EXPENSE | .00 | 147.50 | 5,000.00 | 4,852.50 | 3.0 |
| 07-7400-213 OTHER CONSULTING FEES | .00 | 27,943.88 | 24,000.00 | (3,943.88) | 116.4 |
| 07-7400-214 AUDIT FEES | .00 | 4,400.00 | 4,400.00 | .00 | 100.0 |
| 07-7400-221 UTILITIES | .00 | 79,855.32 | 67,000.00 | (12,855.32) | 119.2 |
| 07-7400-222 RADIUM REMOVAL PROCESSING | .00 | 97,904.85 | 98,000.00 | 95.15 | 99.9 |
| 07-7400-241 M&O: VEH & EQUIP | .00 | 3,763.54 | 5,000.00 | 1,236.46 | 75.3 |
| 07-7400-243 M&O: WELL SYSTEM | .00 | 34,449.04 | 30,000.00 | (4,449.04) | 114.8 |
| 07-7400-311 OFFICE EXPENSE | .00 | 7,915.24 | 11,000.00 | 3,084.76 | 72.0 |
| 07-7400-314 TELEPHONE | .00 | 2,905.22 | 5,000.00 | 2,094.78 | 58.1 |
| 07-7400-331 TRAVEL & TRAINING | .00 | 626.00 | 2,000.00 | 1,374.00 | 31.3 |
| 07-7400-341 METER PURCHASES & SUPPLIES | .00 | 13,019.80 | 15,000.00 | 1,980.20 | 86.8 |
| 07-7400-343 CONNECTION EXP | .00 | 2,600.00 | 5,000.00 | 2,400.00 | 52.0 |
| 07-7400-345 CHEMICALS & TESTING | .00 | 15,596.87 | 20,000.00 | 4,403.13 | 78.0 |
| 07-7400-346 TOOLS | .00 | 1,478.51 | 1,250.00 | (228.51) | 118.3 |
| 07-7400-371 GAS & PETROLEUM | .00 | 6,762.15 | 6,000.00 | (762.15) | 112.7 |
| 07-7400-511 INSURANCE EXPENSE | .00 | 11,037.30 | 15,000.00 | 3,962.70 | 73.6 |
| 07-7400-531 REAL ESTATE TAXES | .00 | 145.30 | .00 | (145.30) | .0 |
| 07-7400-541 DEPRECIATION EXPENSE | .00 | 319,556.35 | .00 | (319,556.35) | .0 |
| 07-7400-542 AMORTIZATION - ARO | .00 | 300.00 | .00 | (300.00) | .0 |
| 07-7400-591 MISC EXPENSES | .00 | 256.72 | .00 | (256.72) | .0 |
| 07-7400-811 CAP OUTLAY: CONSTRUCT | .00 | .00 | 55,000.00 | 55,000.00 | .0 |
| 07-7400-812 CAP OUTLAY: EQUIPMENT | .00 | 9,863.30 | 51,000.00 | 41,136.70 | 19.3 |
| TOTAL WATER SYSTEM EXPENSES | .00 | 768,705.13 | 571,971.00 | (196,734.13) | 134.4 |
| TOTAL FUND EXPENDITURES | .00 | 768,705.13 | 571,971.00 | (196,734.13) | 134.4 |
| NET REVENUE OVER EXPENDITURES | .00 | (69,914.76) | (23,701.00) | 46,213.76 | (295.0) |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

FESTIVAL & PARADE FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|--------------------------|---------------|------------|-----------|-------------|-------|
| | <u>DONATIONS</u> | | | | | |
| 09-4961 | DONATIONS | .00 | 4,884.00 | 1,000.00 | (3,884.00) | 488.4 |
| | TOTAL DONATIONS | .00 | 4,884.00 | 1,000.00 | (3,884.00) | 488.4 |
| | <u>FUNDRAISERS</u> | | | | | |
| 09-4971 | FUNDRAISERS | .00 | .00 | 250.00 | 250.00 | .0 |
| 09-4972 | FESTIVAL RECEIPTS | .00 | 20,850.00 | 20,000.00 | (850.00) | 104.3 |
| | TOTAL FUNDRAISERS | .00 | 20,850.00 | 20,250.00 | (600.00) | 103.0 |
| | <u>INTEREST</u> | | | | | |
| 09-8011 | INTEREST ON INVESTMENT | .00 | 6.15 | 15.00 | 8.85 | 41.0 |
| | TOTAL INTEREST | .00 | 6.15 | 15.00 | 8.85 | 41.0 |
| | <u>ALLOTMENT FROM GF</u> | | | | | |
| 09-8192 | FESTIVAL/PARADE TRANSFER | .00 | 10,000.00 | 10,000.00 | .00 | 100.0 |
| | TOTAL ALLOTMENT FROM GF | .00 | 10,000.00 | 10,000.00 | .00 | 100.0 |
| | TOTAL FUND REVENUE | .00 | 35,740.15 | 31,265.00 | (4,475.15) | 114.3 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

FESTIVAL & PARADE FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|------------|-----------|-------------|-------|
| <u>FESTIVAL & PARADE EXPENSES</u> | | | | | |
| 09-7700-218 CONTRACTED GROUPS/EVENTS/LABOR | .00 | 17,681.86 | 19,000.00 | 1,318.14 | 93.1 |
| 09-7700-241 RENTALS | .00 | 4,767.88 | 6,000.00 | 1,232.12 | 79.5 |
| 09-7700-312 SUPPLIES | .00 | 4,815.97 | 4,000.00 | (815.97) | 120.4 |
| 09-7700-313 POSTAGE | .00 | .00 | 100.00 | 100.00 | .0 |
| 09-7700-315 COPIES, PRINTING & ADVERTISING | .00 | 1,998.10 | 250.00 | (1,748.10) | 799.2 |
| 09-7700-571 PRIZES & AWARDS | .00 | 210.00 | 500.00 | 290.00 | 42.0 |
| 09-7700-591 MISC EXPENSE | .00 | 116.00 | .00 | (116.00) | .0 |
| TOTAL FESTIVAL & PARADE EXPENSES | .00 | 29,589.81 | 29,850.00 | 260.19 | 99.1 |
| TOTAL FUND EXPENDITURES | .00 | 29,589.81 | 29,850.00 | 260.19 | 99.1 |
| NET REVENUE OVER EXPENDITURES | .00 | 6,150.34 | 1,415.00 | (4,735.34) | 434.7 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

POLICE DEPARTMENT

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------|-----------------------------------|---------------|------------|------------|--------------|-------|
| | <u>PROPERTY TAX</u> | | | | | |
| 12-4052 | RE TAX - POLICE PROTECTION | .00 | 121,116.10 | 120,000.00 | (1,116.10) | 100.9 |
| | TOTAL PROPERTY TAX | .00 | 121,116.10 | 120,000.00 | (1,116.10) | 100.9 |
| | <u>FINES & FORFEITURES</u> | | | | | |
| 12-4062 | PD FINES | .00 | 9,157.62 | 12,000.00 | 2,842.38 | 76.3 |
| | TOTAL FINES & FORFEITURES | .00 | 9,157.62 | 12,000.00 | 2,842.38 | 76.3 |
| | <u>MISCELLANEOUS REVENUE</u> | | | | | |
| 12-4991 | MISC REVENUE - OTHER | .00 | 1,158.00 | 500.00 | (658.00) | 231.6 |
| 12-4992 | MISC REVENUE - POLICE REPTS | .00 | 115.00 | .00 | (115.00) | .0 |
| | TOTAL MISCELLANEOUS REVENUE | .00 | 1,273.00 | 500.00 | (773.00) | 254.6 |
| | <u>TRANSFERS FROM OTHER FUNDS</u> | | | | | |
| 12-8101 | TRANSFERS FROM OTHER FUNDS | .00 | 691,013.48 | 625,000.00 | (66,013.48) | 110.6 |
| | TOTAL TRANSFERS FROM OTHER FUNDS | .00 | 691,013.48 | 625,000.00 | (66,013.48) | 110.6 |
| | <u>ALLOTMENT FROM GF</u> | | | | | |
| 12-8192 | PD EXPENSE - GENERAL FUND | .00 | 3,754.89 | .00 | (3,754.89) | .0 |
| | TOTAL ALLOTMENT FROM GF | .00 | 3,754.89 | .00 | (3,754.89) | .0 |
| | TOTAL FUND REVENUE | .00 | 826,315.09 | 757,500.00 | (68,815.09) | 109.1 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

POLICE DEPARTMENT

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|-------------------|---------------------|---------------------|-------------|
| <u>POLICE DEPARTMENT</u> | | | | | |
| 12-6200-114 SALARIES - REGULAR | .00 | 424,745.43 | 390,000.00 | (34,745.43) | 108.9 |
| 12-6200-115 SALARIES - SPECIAL ASSIGNMENT | .00 | 15,680.21 | 44,000.00 | 28,319.79 | 35.6 |
| 12-6200-116 SALARIES - OVERTIME | .00 | 6,122.01 | 5,000.00 | (1,122.01) | 122.4 |
| 12-6200-119 SALARIES - CLERICAL | .00 | 1,524.42 | 2,500.00 | 975.58 | 61.0 |
| 12-6200-131 EMPLOYEE HEALTH INS | .00 | 61,122.25 | 72,000.00 | 10,877.75 | 84.9 |
| 12-6200-133 IMRF CONTRIBUTION | .00 | 41,049.27 | 40,000.00 | (1,049.27) | 102.6 |
| 12-6200-193 PAYROLL TAXES | .00 | 32,230.58 | 34,500.00 | 2,269.42 | 93.4 |
| 12-6200-198 UNIFORMS | .00 | 4,621.75 | 5,000.00 | 378.25 | 92.4 |
| 12-6200-199 UNIFORM ALLOWANCE | .00 | 5,706.92 | 5,000.00 | (706.92) | 114.1 |
| 12-6200-211 LEGAL EXPENSE | .00 | 918.75 | 500.00 | (418.75) | 183.8 |
| 12-6200-240 EQUIPMENT PURCHASES AND MAINT | .00 | 8,473.18 | 10,000.00 | 1,526.82 | 84.7 |
| 12-6200-241 VEHICLE MAINTENANCE | .00 | 17,260.35 | 10,000.00 | (7,260.35) | 172.6 |
| 12-6200-242 M&O: OFFICE | .00 | 33.25 | 500.00 | 466.75 | 6.7 |
| 12-6200-261 TELECOMMUNICATIONS SERVICE | .00 | 62,730.00 | 62,730.00 | .00 | 100.0 |
| 12-6200-312 OFFICE SUPPLIES | .00 | 568.05 | 1,000.00 | 431.95 | 56.8 |
| 12-6200-313 POSTAGE | .00 | 128.90 | 125.00 | (3.90) | 103.1 |
| 12-6200-314 TELEPHONE | .00 | 15,097.63 | 16,000.00 | 902.37 | 94.4 |
| 12-6200-315 COPIES & PRINTING | .00 | 1,130.09 | 1,000.00 | (130.09) | 113.0 |
| 12-6200-321 DUES & SUBSCRIPTIONS | .00 | 6,033.23 | 10,000.00 | 3,966.77 | 60.3 |
| 12-6200-331 TRAVEL & TRAINING | .00 | 8,012.05 | 7,000.00 | (1,012.05) | 114.5 |
| 12-6200-351 OFFICE EQUIP & MAINT | .00 | 2,575.62 | 5,000.00 | 2,424.38 | 51.5 |
| 12-6200-361 DUI PREVENTION EQUIP | .00 | 1,884.33 | 2,000.00 | 115.67 | 94.2 |
| 12-6200-371 GAS & PETROLEUM | .00 | 15,820.23 | 16,000.00 | 179.77 | 98.9 |
| 12-6200-421 COMMUNITY PROGRAMS | .00 | 932.55 | 1,000.00 | 67.45 | 93.3 |
| 12-6200-511 INSURANCE EXP | .00 | 33,741.82 | 33,500.00 | (241.82) | 100.7 |
| 12-6200-550 TECHNOLOGY UPGRADES | .00 | 3,148.97 | 5,000.00 | 1,851.03 | 63.0 |
| 12-6200-591 MISC EXPENSE | .00 | 1,886.67 | 3,000.00 | 1,113.33 | 62.9 |
| 12-6200-812 CAP OUTLAY: EQUIP/FURN | .00 | 1,489.06 | 11,800.00 | 10,310.94 | 12.6 |
| 12-6200-814 CAP OUTLAY: VEHICLE | .00 | 49,321.00 | 40,600.00 | (8,721.00) | 121.5 |
| 12-6200-821 CAP OUTLAY: BLDG IMPR | .00 | 1,256.75 | .00 | (1,256.75) | .0 |
| TOTAL POLICE DEPARTMENT | .00 | 825,245.32 | 834,755.00 | 9,509.68 | 98.9 |
| TOTAL FUND EXPENDITURES | .00 | 825,245.32 | 834,755.00 | 9,509.68 | 98.9 |
| NET REVENUE OVER EXPENDITURES | .00 | 1,069.77 | (77,255.00) | (78,324.77) | 1.4 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

RESTRICTED ASSETS FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|------------|------------|--------------|-------|
| <u>DONATIONS</u> | | | | | |
| 13-4166 CEMETERY RECEIPTS | .00 | .00 | 2,500.00 | 2,500.00 | .0 |
| 13-4167 WASTE COLLECTION AGREEMENT | .00 | 23,145.00 | 16,000.00 | (7,145.00) | 144.7 |
| TOTAL DONATIONS | .00 | 23,145.00 | 18,500.00 | (4,645.00) | 125.1 |
| <u>PARK DEVELOPMENT FEES</u> | | | | | |
| 13-4170 AIRPORT ROAD FARM RENT | .00 | 3,645.83 | 85,000.00 | 81,354.17 | 4.3 |
| 13-4171 PARK LOT DEV FEES - GENERAL | .00 | 2,100.00 | 1,000.00 | (1,100.00) | 210.0 |
| TOTAL PARK DEVELOPMENT FEES | .00 | 5,745.83 | 86,000.00 | 80,254.17 | 6.7 |
| <u>CAPITAL CONTRIBUTIONS: TOWN</u> | | | | | |
| 13-4201 CAP CONTRIB: PUBLIC WORKS BLDG | .00 | 1,009.26 | .00 | (1,009.26) | .0 |
| 13-4202 CAP CONTRIB: POLICE FACILITY | .00 | 805.56 | .00 | (805.56) | .0 |
| 13-4203 CAP CONTRIB: EMERGENCY SIREN | .00 | 23.14 | .00 | (23.14) | .0 |
| 13-4204 CAP CONTRIB: TOWN HALL BLDG | .00 | 2,509.26 | 3,000.00 | 490.74 | 83.6 |
| 13-4205 CAP CONTRIB: SPORTS COMPLEX | .00 | 1,319.44 | .00 | (1,319.44) | .0 |
| 13-4206 CAP CONTRIB: CAPITAL EQUIPMENT | .00 | 6,300.00 | .00 | (6,300.00) | .0 |
| TOTAL CAPITAL CONTRIBUTIONS: TOWN | .00 | 11,966.66 | 3,000.00 | (8,966.66) | 398.9 |
| <u>INTEREST</u> | | | | | |
| 13-8011 INTEREST ON INVESTMENT | .00 | 800.80 | 2,500.00 | 1,699.20 | 32.0 |
| TOTAL INTEREST | .00 | 800.80 | 2,500.00 | 1,699.20 | 32.0 |
| <u>TRANSFERS</u> | | | | | |
| 13-8101 TRANSFERS FROM OTHER FUNDS | .00 | 37,955.08 | .00 | (37,955.08) | .0 |
| TOTAL TRANSFERS | .00 | 37,955.08 | .00 | (37,955.08) | .0 |
| TOTAL FUND REVENUE | .00 | 79,613.37 | 110,000.00 | 30,386.63 | 72.4 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

RESTRICTED ASSETS FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|------------|-----------|--------------|-------|
| <u>RESTRICTED ASSETS</u> | | | | | |
| 13-8000-352 ADMINISTRATIVE FUNDS | .00 | 2,400.00 | .00 | (2,400.00) | .0 |
| 13-8000-836 CEMETERY MAINT / IMPROVEMENTS | .00 | .00 | 8,000.00 | 8,000.00 | .0 |
| 13-8000-839 AIRPORT ROAD PROPERTY TAXES | .00 | 20,692.74 | 30,000.00 | 9,307.26 | 69.0 |
| 13-8000-840 AIRPORT ROAD UTILITIES | .00 | 206.43 | 1,200.00 | 993.57 | 17.2 |
| 13-8000-850 STREET REPAIRS | .00 | .00 | 25,000.00 | 25,000.00 | .0 |
| | | | | | |
| TOTAL RESTRICTED ASSETS | .00 | 23,299.17 | 64,200.00 | 40,900.83 | 36.3 |
| | | | | | |
| TOTAL FUND EXPENDITURES | .00 | 23,299.17 | 64,200.00 | 40,900.83 | 36.3 |
| | | | | | |
| NET REVENUE OVER EXPENDITURES | .00 | 56,314.20 | 45,800.00 | (10,514.20) | 123.0 |

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

| | | TIF FUND | | | | |
|------------------------|------------------------|---------------|------------|------------|--------------|-------|
| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
| <u>INTEREST INCOME</u> | | | | | | |
| 14-8010 | TIF RE TAX RECEIVED | .00 | 274,210.82 | 197,000.00 | (77,210.82) | 139.2 |
| 14-8011 | INTEREST ON INVESTMENT | .00 | 423.95 | 400.00 | (23.95) | 106.0 |
| TOTAL INTEREST INCOME | | .00 | 274,634.77 | 197,400.00 | (77,234.77) | 139.1 |
| TOTAL FUND REVENUE | | .00 | 274,634.77 | 197,400.00 | (77,234.77) | 139.1 |

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 8.

TIF FUND

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------|-------------------------------|---------------|------------|------------|---------------|-------|
| | | | | | | |
| | <u>TIF EXPENSES</u> | | | | | |
| 14-6600-211 | LEGAL EXPENSE | .00 | 23,621.19 | .00 | (23,621.19) | .0 |
| 14-6600-212 | ADMINISTRATIVE EXPENSE | .00 | 98,760.75 | .00 | (98,760.75) | .0 |
| 14-6600-591 | MISC EXPENSES | .00 | .00 | 150,000.00 | 150,000.00 | .0 |
| | | | | | | |
| | TOTAL TIF EXPENSES | .00 | 122,381.94 | 150,000.00 | 27,618.06 | 81.6 |
| | | | | | | |
| | TOTAL FUND EXPENDITURES | .00 | 122,381.94 | 150,000.00 | 27,618.06 | 81.6 |
| | | | | | | |
| | NET REVENUE OVER EXPENDITURES | .00 | 152,252.83 | 47,400.00 | (104,852.83) | 321.2 |

Inclusive Whirl

The Inclusive Whirl provides ease of access for people of all abilities with its zero entry design. The whirl surface platform is at ground level with no need for ramps or transfer mechanisms. It features bench seating (at transfer height), a large platform surface that exceeds the ADA requirement for turn-around space and handrails for users to grasp while spinning.

****Must be installed with poured-in-place surfacing****

Model Number: 6262

\$17,779

[Request a Quote](#)



The Inclusive Whirl provides ease of access for people of all abilities with its zero entry design. The whirl surface platform is at ground level with no need for ramps or transfer mechanisms. It features bench seating (at transfer height), a large platform surface that exceeds the ADA requirement for turn-around space and handrails for users to grasp while spinning.

**Must...

Features and Benefits:

- Zero entry universal design provides easy access for all users
- Fully compliant with ADA/DOJ guidelines for accessibility
- Available in three color combinations: Basic (#6262), Natural (#6263) and Playful (#6264)
- Must be installed with poured-in-place surfacing

Model: 6262
Use Zone: 18'-6" X 18'-6"
Fall Height: 4'
Age Group: 5 to 12 Years

Limited Lifetime Warranty on uprights, hardware and connections. Visit gametime.com/warranty for full warranty information

Zero-G Swing Chair - 2-5

Adding a Zero-G Chair swing to your playground allows children who require additional support to swing alongside their friends. This creates an inclusive environment of play parity where everyone can join in the fun. The Zero-G Chair is available for ages 2-5 and 5-12.

Model Number: 8560

\$714

[Request a Quote](#)



Zero-G Swing Chair - 5-12

Adding a Zero-G Chair swing to your playground allows children who require additional support to swing alongside their friends. This creates an inclusive environment of play parity where everyone can join in the fun. The Zero-G Chair is available for ages 2-5 and 5-12.

Model Number: 8556

\$738

[Request a Quote](#)



DeKalb County Community Foundation

Item 8.

Project Budget Details

Instructions:

Use the table below to list the expenses and amounts for **all** costs associated with your project. Be as specific as possible. For each expense state the source(s) of funding (DCCF, Operating Reserves, Grant From another Foundation, etc...) and the funding status (Received, Committed but not yet received, or Requested but unsure of approval)

If one expense item has multiple sources of funding, use multiple "Description of Expense" lines to describe all sources of funding for that expense. **The grants committee should be able to easily identify the exact expenses you are asking the DCCF to fund.** The sum of your total expenses should match your total project cost listed in the "Project Summary" section of this application. If applicable, list personnel expenses or ongoing operating expenses related to your project.

| Organization Name: | Town of Cortland | | | |
|--|---------------------|--|----------------|--|
| Description of Expense | Amount | Funding Source | Funding Status | Notes on this Expense |
| Gametime Inclusive Whirl Model 6262 | \$ 17,779.00 | DCCF | Requested | Installation by Public Works staff. Safety surface provided and installed by PW staff. |
| Gametime Zero G Swing ages 2 - 5 Model 8560 | \$ 714.00 | DCCF | Requested | Installation onto existing support structure by Public Works staff |
| Gametime Zero G Swing ages 5 - 12 Model 8556 | \$ 738.00 | DCCF | Requested | Installation onto existing support structure by Public Works staff |
| | \$ - | | | |
| | \$ - | | | |
| | \$ - | | | |
| | \$ - | | | |
| | \$ - | | | |
| | \$ - | | | |
| Total Project Costs | \$ 19,231.00 | <-- this number should match your total project costs stated at the beginning of this application | | |
| Amount Request from the DCCF | \$ 19,231.00 | <-- this number should match the "Amount Requested from the DCCF" at the beginning of this application AND equal the sum of all your DCCF funding source lines | | |



Town of Cortland

Agenda Request

Item 10.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☐ ORDINANCE ☐ INFORMATION ☒ OTHER

DATE PREPARED: 02/08/23

FOR MEETING ON: 02/13/23

DESCRIPTION/TITLE: DISCUSSION OF DRAFT OF COMPREHENSIVE PLAN

REQUIRED ACTION: FOR DISCUSSION ONLY

STAFF RECOMMENDATION:

STATEMENT OF SUMMARY: STAFF WILL PRESENT EXCERPTS OF DRAFT COMPREHENSIVE PLAN FOR DISCUSSION.

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

f:\engineering and zoning\2023\board reports\021323 board meeting agenda items\agenda request - discussion of draft comprehensive plan.doc



TOWN OF CORTLAND, ILLINOIS 2022 COMPREHENSIVE PLAN





Acknowledgments

Mayor of Cortland

Mark Pietrowski

Town Board of Trustees

Doug Corson
 Charmaine Fioretto
 Randi Olson
 Mike Siewierski
 Brad Stone
 Jim Walker

Planning Commission

Chad Bergeson, Chair
 Ben Haier
 Mark Hedrick
 Brad Lawson
 Julie Steadman

Town Officials

Cheryl “Cookie” Aldis, Town Clerk
 Joel Summerhill, Public Works Director
 Brandy Williams, Town Engineer

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INSERT
Letter from the Mayor

CHAPTER 1

Introduction

The Town of Cortland began the process of preparing a new comprehensive plan in 2021. Recognizing that much has changed since the existing plan was last updated in 2007, the Town felt that a new plan based on current conditions and an anticipated future would better serve the community. The 2022 Cortland Comprehensive Plan charts that future path for the next 10+ years.

A comprehensive plan is a process as much as a document. Creating a comprehensive plan is an opportunity for Town officials, residents, businesses, and other organizations to think about what they would like the future of the community to be and share those ideas with each other. The community did this by participating in resident and business surveys, sharing comments on a dedicated project website, and providing comments on the plan during a public hearing conducted by the Planning Commission and discussion at

a Town Board meeting. In addition, an appointed group of Cortland residents representing a variety of community interests served on a Comprehensive Plan Task Force that participated in four work sessions where they developed the vision, goals, and strategies included in the plan.

The plan focuses on physical attributes such as land use, access and mobility, and natural resources, but affects all aspects of the community. While this plan is presented as a final document, it should not be viewed as permanent. The plan should be reviewed regularly, typically every five years, to ensure that it still reflects the interests and features of the community and surrounding area. Additionally, the plan can be modified at any time through the amendment process. This process requires Plan Commission review at a public hearing and final approval from the Town Board.

The 2022 Cortland Comprehensive Plan presents a vision for the community, which is what the community will work towards in the coming years. The plan will guide Town officials in decision making as they review proposed developments and allocate resources for municipal projects. The plan also shows prospective developers, entrepreneurs, and investors what Cortland finds desirable and how to shape their proposals to best fit the Town's vision.

The plan includes suggestions for implementation, including strategies, suggested projects, and potential resources that will help guide the Town as it works towards achieving its vision and goals.

Taken altogether, the 2022 Comprehensive Plan promotes a positive image of Cortland as a progressive, forward-looking community ready to shape its future.

The plan is organized into the following chapters:

- Community Profile
- Community Framework
- Town Plan
- Implementation

Numerous maps, including the Future Land Use Plan, can be found in the document. Additional information is available in the Appendix.



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CHAPTER 2

Community Profile

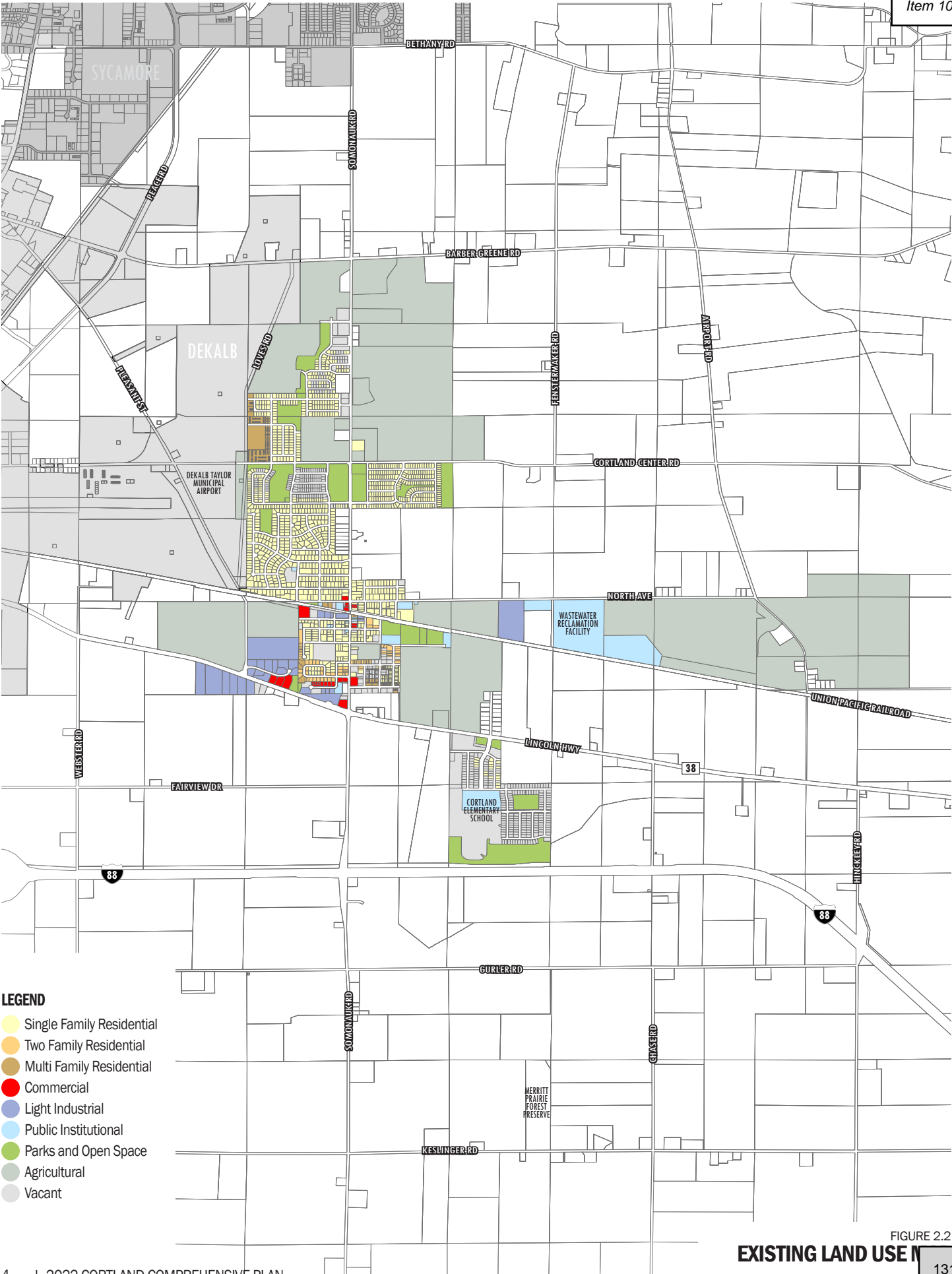
Located in eastern DeKalb County, Cortland is one of the first towns beyond Kane County and the main Chicago metropolitan area. Cortland is situated east of the City of DeKalb, which is home to Northern Illinois University, as well as southeast of the City of Sycamore. Cortland has superior regional access via I-88 and IL Route 38.

The general planning area for Cortland runs north to Barber Greene Road, east to Airport Road, south to I-88, and west to Webster Road. The northern and western edges of the Town's planning area are influenced by boundary agreements with Sycamore and DeKalb, respectively.



FIGURE 2.1
LOCATION MAP





- LEGEND**
- Single Family Residential
 - Two Family Residential
 - Multi Family Residential
 - Commercial
 - Light Industrial
 - Public Institutional
 - Parks and Open Space
 - Agricultural
 - Vacant

FIGURE 2.2
EXISTING LAND USE

EXISTING LAND USE

The present state of land use in Cortland forms a solid foundation to plan for future growth and development. Cortland's existing land use composition is summarized in the Existing Land Use Map and land use pie chart provided in Figures 2.2 and 2.3, respectively.

Agricultural land comprises about 58.8% of total existing land use within Cortland's current municipal limits, which highlights its longstanding character as a rural community. Much of this agricultural land is located on Cortland's east and north sides, of which the latter is viewed as one of the Town's primary growth areas due to recent development trends and access to Somonauk Road.

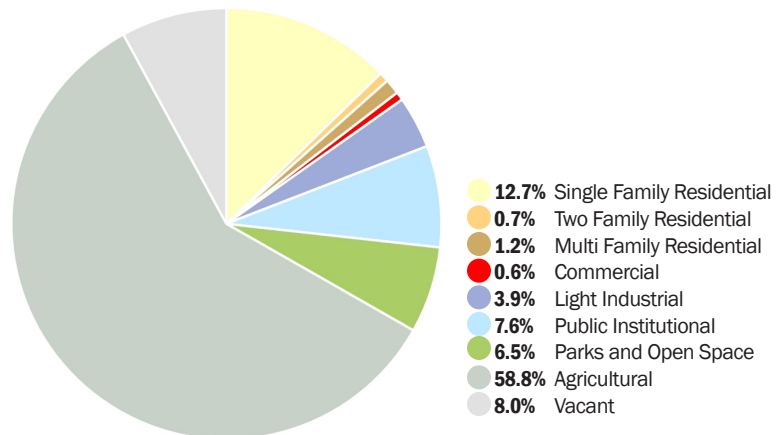
About 14.6% is devoted to all residential land use types, including a majority (12.7%) for single family residential. Less than 2% of land use is allocated to other residential use types like two family (0.7%) and multi family (1.2%) options, which accentuates the limited diversity in Cortland's housing stock.

Less than 5% of Cortland's present land use is allocated to commercial and industrial uses, which is significantly impacted by the extensive growth of such development in neighboring DeKalb and Sycamore. A majority of Cortland's current commercial development (0.6%) is concentrated along Somonauk Road between the railroad and IL Route 38. Current industrial uses (3.9%) are generally located in the same area, with most industrial situated on Cortland's far southern end along IL Route 38.

Public institutional uses, including civic uses and schools, make up 7.6% of land use. Parks and open space comprise an additional 6.5%.

While about 8.0% of land is considered vacant, a significant portion of vacant land includes parcels that have been platted for residential use but remain undeveloped. Platted but undeveloped parcels provide an integral opportunity to efficiently manage growth in Cortland, as summarized in the Town Plan in Chapter 4.

FIGURE 2.3
EXISTING LAND USE COMPOSITION



Cortland Community Library and Town Hall in town core (top); Barb City Roasters (middle left); Sam's Family Restaurant (middle right); single family home (bottom)



KEY COMMUNITY TRENDS

- After doubling in the 1990s and then doubling again between 2000 and 2010, population growth in Cortland moderated in the 2010s. Between 2010 and 2020, the total population in Cortland grew 3.0%.
- Population growth in Cortland generally outpaced the county. In 1960, Cortland represented 0.9% of the population. By 2020, Cortland represented 4.4% of the county population.
- The population in Cortland is somewhat more diverse than DeKalb County. Hispanic residents represented 13.5% of the population in Cortland and 11.4% in the county, and African Americans represented 11.4% compared to 7.2% countywide.
- Cortland residents are typically younger than in the county overall, with less than 10% of residents of retirement age. The median age is 30.2, compared to 31.3 in DeKalb County.
- Over the past decade, the number of households in Cortland grew 22.5%. The number of family households decreased 0.5% while the number of non-family households more than doubled.
- The average family in Cortland has 3.48 people compared to 3.24 countywide. Cortland also has a larger share of households with children- 36.1% compared to 27.4% in the county.
- In 2019, there were 370 jobs in Cortland and 1,890 residents with jobs. There are substantial commuter flows in Cortland, with nearly all jobs held by nonresidents, and nearly all residents commuting out.
- There were 304 Cortland residents who work in DeKalb and 164 who work in Sycamore. Other significant places of work included St. Charles with 95 outbound commuters, and Chicago with 75 commuters.
- There were 54 workers who commuted to Cortland from DeKalb and 32 workers who commuted in from Sycamore. The remaining inbound commuters were divided across many places, each sending 10 workers or fewer.
- The top three industries by employment for Cortland residents were manufacturing, health care and social assistance, and retail trade.
- The COVID 19 pandemic did not appear to have a lasting effect on retail sales in Cortland. Total retail sales tax collections were higher in 2021 than they were in 2019.
- Between 2015 and 2020, the total property tax base in Cortland grew by 34.0%, which is consistent with the countywide increase of 30.0%.
- Between August 1st 2019 and August 1st 2022, there were 212 homes sold in Cortland. Homes sold in 2022 were typically worth about \$30,000 more than homes sold in the same quarter for 2021.

COMMUNITY CONDITIONS

The total population in Cortland has generally increased since 1960. The population decreased 5.5% in the 1980s, but has increased in each decade since. The population doubled in the 1990s and then doubled again in the 2000s with growth stabilizing in the 2010s. Between 2010 and 2020, the total population in Cortland grew 3.0%.

Population growth in Cortland generally outpaced DeKalb County. In 1960, Cortland represented 0.9% of the population. By 2020, Cortland represented 4.4% of the county population.

The population in Cortland is somewhat more diverse than DeKalb County, as illustrated in Figure 2.4. About 71.7% of Cortland residents identify as white compared to 76.1% in the county. Hispanic residents represented 13.5% of the population in Cortland and 11.4% in the county, and African Americans represented 11.4% compared to 7.2% countywide.

As shown in Figure 2.5, the largest share of the population in Cortland is in the 25-44 age group, which represents mid-career young adults. Cortland residents are typically younger than in the county overall, with less than 10% of residents of retirement age. Regardless, the share of residents in Cortland of age 65 or older more than tripled between 2010 and 2020. For reference, the median age in Cortland is 30.2, compared to 31.3 in DeKalb County overall.

FIGURE 2.4
POPULATION BY RACE & ETHNICITY, 2020

Source: U.S. Census Bureau, 2020 Census Redistricting Data

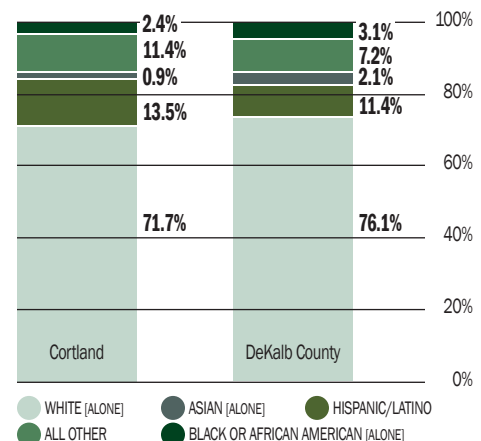
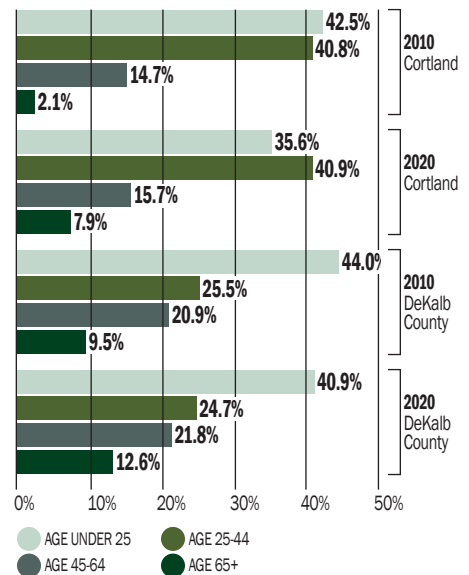


FIGURE 2.5
POPULATION BY AGE, 2010 AND 2020

Source: U.S. Census Bureau, 2010 & 2020 Decennial Census Redistricting Data, Table P2



Educational attainment for Cortland residents aged 25 or higher is consistent with education in the county as a whole. About 43.2% of Cortland residents had an Associate's Degree or higher, compared to 42.8% in DeKalb County. About 5.5% of Cortland residents did not complete high school, compared to 7.9% in the county.

According to the 2016-2020 American Community Survey, there are currently 1,419 households in Cortland, an increase of 22.5% since 2006-2010. The number of family households decreased 0.5% while the number of non-family households (e.g., people living alone, unmarried couples without children) more than doubled from 214 to 480. Consistent with the increase in non-family households, the average household size in Cortland decreased from 3.28 to 3.00 over the past decade. For reference, the total number of households countywide increased 2.1%, and the countywide average household size increased from 2.52 to 2.59.

About 66.2% of households in Cortland are family households compared to 59.5% of households in DeKalb County. The average family in Cortland has 3.48 people compared to 3.24 countywide. Cortland also has a larger share of households with children with 36.1% compared to 27.4% in the county. Non-family households represented 33.8% of total households in Cortland, compared to 40.4% in DeKalb County.

Cortland residents typically have higher incomes than DeKalb County residents as a whole. The median household in Cortland has \$74,821 in income compared to \$62,533 in DeKalb County. About 5.1% of Cortland households had incomes less than \$15,000, compared to 11.5% of households countywide.

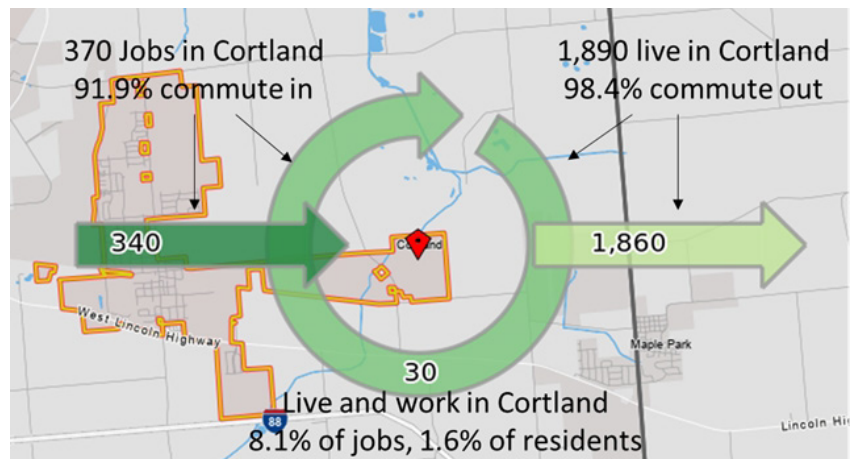


ECONOMIC CONDITIONS

In 2019, there were 370 jobs in Cortland and 1,890 residents with jobs. The graphic in Figure 2.6 highlights the substantial commuter flows in Cortland, with nearly all jobs held by nonresidents, and nearly all residents employed outside of Cortland. About 30 jobs located in Cortland were held by residents, representing 8.1% of jobs and 1.6% of the residents.

FIGURE 2.6
CORTLAND COMMUTER FLOWS, 2019

Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, 2013-2019



About 45.4% of the workers in Cortland live in DeKalb County, and 32.5% of Cortland residents work within DeKalb County. There were 304 residents who work in the City of DeKalb and 164 who work in Sycamore. Other significant places of work for Cortland residents included St. Charles with 95 outbound commuters, and Chicago with 75 commuters.

There were 54 workers who commuted to Cortland from DeKalb and 32 workers who commuted in from Sycamore. The remaining inbound commuters were divided across many places, each sending 10 workers or fewer. Aurora, Chicago, and Elgin each had 10 workers in Cortland. About 10.8% of Cortland workers commute in from Kane County and 5.1% commute in from Cook County.

Care must be taken when interpreting these commuter patterns, as 2019 is the latest data available and does not

FIGURE 2.7
JOBS LOCATED IN CORTLAND, 2013-2019

Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, 2013-2019

| Industry | Jobs in 2013 | Jobs in 2019 | Share in 2019 | Jobs Change |
|--|--------------|--------------|---------------|-------------|
| Retail Trade | 54 | 78 | 21.1% | 24 |
| Manufacturing | 94 | 70 | 18.9% | -24 |
| Construction | 14 | 66 | 17.8% | 52 |
| Wholesale Trade | 38 | 47 | 12.7% | 9 |
| Admin & Support, Waste Mgmt and Remediation | 19 | 25 | 6.8% | 6 |
| Public Administration | 3 | 18 | 4.9% | 15 |
| Health Care and Social Assistance | 4 | 15 | 4.1% | 11 |
| Real Estate, Rental and Leasing | 11 | 14 | 3.8% | 3 |
| Accommodations and Food Services | 4 | 9 | 2.4% | 5 |
| Information | 0 | 7 | 1.9% | 7 |
| Finance and Insurance | 4 | 7 | 1.9% | 3 |
| Professional, Scientific, and Technical Services | 3 | 7 | 1.9% | 4 |
| Transportation and Warehousing | 3 | 3 | 0.8% | 0 |
| Other Services, excluding Public Administration | 0 | 3 | 0.8% | 3 |
| Educational Services | 0 | 1 | 0.3% | 1 |
| Total, All Industries | 251 | 370 | | 119 |



include the effects of remote work and business closures beginning in 2020.

Of the 370 jobs located in Cortland, the largest share was in retail trade with 78 jobs (21.1%), as summarized in the table in Figure 2.7. The second largest industry was manufacturing with 70 jobs (18.9%). About 66 jobs were in construction (17.8%). Manufacturing employment fell since 2013, while all other sectors had increased employment.

As summarized in the table in Figure 2.8, the top three industries by employment for Cortland residents were manufacturing, health care and social assistance, and retail trade. The number of residents employed in manufacturing increased 25.7% between 2013 and 2019, compared to a 13.6% increase in the total number of employed residents. The number of residents with jobs in health care and

social assistance increased 8.5% and the number of residents with jobs in retail trade increased 8.7%.

The COVID 19 pandemic did not appear to have a lasting effect on retail sales in Cortland. The table in Figure 2.9 indicates that total retail sales tax collections in Cortland were higher in 2021 than they were in 2019. The largest share of sales tax comes from gas stations, which declined 6.3% between 2019 and 2020, but then returned to 2019 levels in 2021. The second largest source of sales tax revenue is lumber, building, and hardware stores. Sales in this category increased 38.4% between 2019 and 2021. The third largest category was sales from drug stores and miscellaneous retailers, which had limited sales in 2019, but increased to more than \$55,000 in 2021. There were substantial increases in sales from miscellaneous retail and the

“Agriculture & All Others” categories which suggests that additional retailers opened in 2021.

Item 10.

Between 2015 and 2020, the chart in Figure 2.10 indicates that total property tax base in Cortland grew by 34.0%, which is consistent with the countywide increase of 30.0%. Nearly 90% of the total property tax base in Cortland is residential, compared to 60.0% of DeKalb County. Commercial and industrial properties represent considerably lower shares of the property tax base compared to the county as a whole.

FIGURE 2.8
EMPLOYMENT FOR CORTLAND RESIDENTS, 2013-19

Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, 2013-2019

| Industry | Jobs in 2013 | Jobs in 2019 | Share in 2019 | % Change |
|--|--------------|--------------|---------------|--------------|
| Manufacturing | 222 | 279 | 14.8% | 25.7% |
| Health Care and Social Assistance | 212 | 230 | 12.2% | 8.5% |
| Retail Trade | 196 | 213 | 11.3% | 8.7% |
| Educational Services | 257 | 203 | 10.7% | -21.0% |
| Accommodations and Food Services | 101 | 139 | 7.4% | 37.6% |
| Construction | 82 | 128 | 6.8% | 56.1% |
| Wholesale Trade | 108 | 113 | 6.0% | 4.6% |
| Admin & Support, Waste Mgmt and Remediation | 75 | 107 | 5.7% | 42.7% |
| Transportation and Warehousing | 60 | 84 | 4.4% | 40.0% |
| Professional, Scientific, and Technical Services | 64 | 80 | 4.2% | 25.0% |
| Other Services, excluding Public Administration | 43 | 66 | 3.5% | 53.5% |
| Finance and Insurance | 44 | 58 | 3.1% | 31.8% |
| Public Administration | 73 | 57 | 3.0% | -21.9% |
| Real Estate, Rental and Leasing | 17 | 30 | 1.6% | 76.5% |
| Arts, Entertainment, and Recreation | 24 | 30 | 1.6% | 25.0% |
| Information | 30 | 27 | 1.4% | -10.0% |
| Mgmt of Companies and Enterprises | 22 | 22 | 1.2% | 0.0% |
| Agriculture, Forestry, Fishing, and Hunting | 15 | 11 | 0.6% | -26.7% |
| Utilities | 19 | 10 | 0.5% | -47.4% |
| Mining, Quarrying, and Oil and Gas Extraction | 0 | 3 | 0.2% | - |
| Total, All Industries | 1,664 | 1,890 | | 13.6% |

FIGURE 2.9
SALES TAX RECEIPTS IN CORTLAND, 2019-21

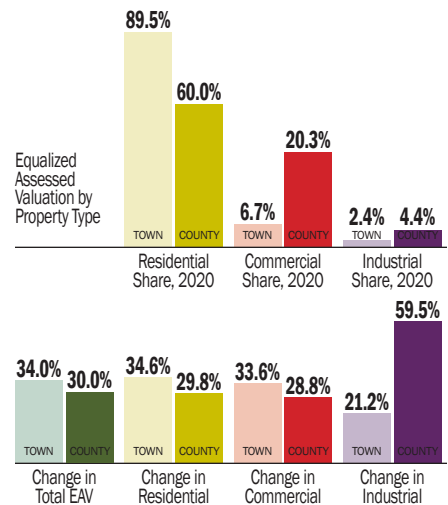
Source: Illinois Department of Revenue, Sales Tax Statistics, 2019-2021

| Retailer Type | 2019 | 2021 | % Change |
|------------------------------|------------------|------------------|--------------|
| Automotive, Filling Stations | \$172,219 | \$173,716 | 0.9% |
| Lumber, Building, Hardware | \$116,824 | \$161,647 | 38.4% |
| Drugs, Misc. Retail | \$3,180 | \$55,717 | 1652% |
| Agriculture, All Others | \$1,847 | \$37,595 | 1935.7% |
| Manufacturers | \$22,347 | \$19,771 | -11.5% |
| Food | \$12,626 | \$12,712 | 0.7% |
| All Others* | \$7,946 | \$11,838 | 49.0% |
| Total | \$336,988 | \$472,997 | 40.4% |

* Calculated as the total minus components. This represents the sum of sales tax from retailers in categories with insufficient data due to publication standards for sectors with fewer retailers. This category includes general merchandise drinking and eating places, apparel, and furniture.

FIGURE 2.10
EAV BY PROPERTY TYPE, 2015-2020

Source: Illinois Department of Revenue, Sales Tax Statistics, Tables 15 and 28, 2015 and 2020



* Shares do not total 100% because not all categories are shown



Between August 1, 2019, and August 1, 2022 (latest available at time of writing), there were 212 homes sold in Cortland, with average home sale prices sold in Cortland summarized in Figure 2.11. The average home sold for \$202,467, had 3.4 bedrooms and 1,856 square feet. Over this time, the average sale price increased 25.4%. The average sale price was its lowest in the 4th quarter of 2019, when the homes sold were considerably smaller than average for the area, which was 1,504 square feet compared to the average of 1,856 over the three-year period. Homes sold in 2022 were typically worth about \$30,000 more than homes sold in the same quarter for 2021.

Counts of home sales in Cortland are difficult to compare over time, due to seasonal fluctuations and limited numbers of sales. Regardless, home sales appear to be stable when comparing year-over-year, as illustrated on the chart in Figure 2.12. There were 77 home sales in 2020 and 75 sales in 2021. There were 23 home sales in the first six months of 2022, compared to 29 home sales in the first six months of 2021.

FIGURE 2.11

AVERAGE HOME SALE PRICE BY QUARTER | CORTLAND TOWN LIMITS, AUGUST 2019 – JULY 2022

Source: Zillow.com sales listed as of August 1, 2022

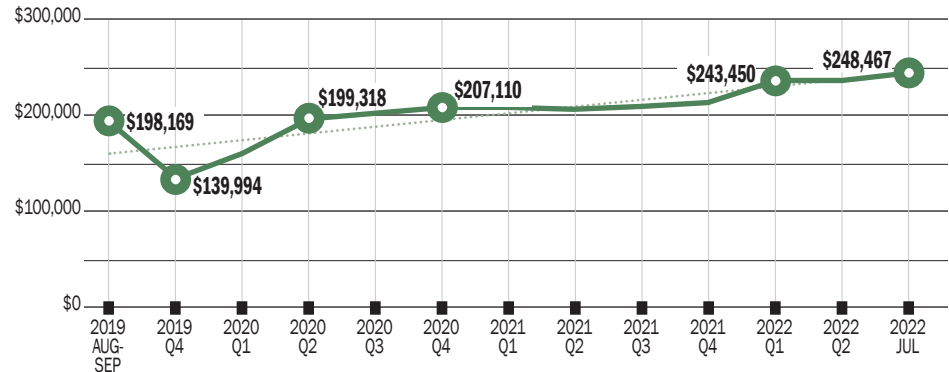
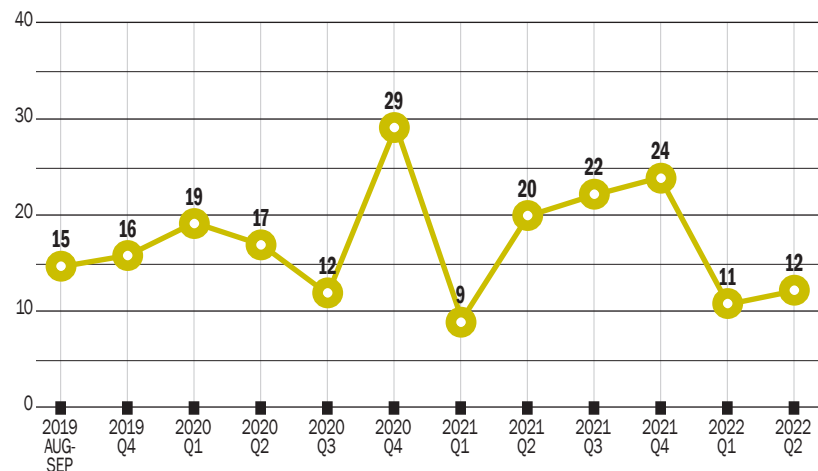


FIGURE 2.12

COUNTS OF HOME SALES BY QUARTER | CORTLAND TOWN LIMITS, AUGUST 2019 – JULY 2022

Source: Zillow.com sales listed as of August 1, 2022



Item 10.

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CHAPTER 3

Community Framework

A comprehensive plan is typically supported by a community framework – including a vision, goals, and objectives – to guide the Town’s approach to future growth and development. The Comprehensive Plan Task Force helped shape the Town of Cortland’s vision, goals, and objectives. The vision developed by the Task Force describes what the Town aspires to be. It is a snapshot of what one would find in Cortland in an ideal future. The objectives lay the foundation for the Implementation Plan in Chapter 5, which outlines strategies and projects that Town officials and their partners can pursue to put the Comprehensive Plan into action.

The goals and objectives are categorized by the nine primary topics, which are graphically illustrated in Figure 3.1 below. These topics form the policy framework of the Comprehensive Plan. The graphic below illustrates how the various topics covered by the Comprehensive Plan are interdependent and work in conjunction with each other to build a cohesive and holistically supportive community.

VISION STATEMENT

Cortland is a connected, forward-thinking community that values its agricultural roots, focuses on strategic progress, and offers a high quality of life.

POLICY FRAMEWORK

Goals and objectives are summarized in this chapter. Strategies for each objective are provided in Chapter 5: Implementation.

GOAL

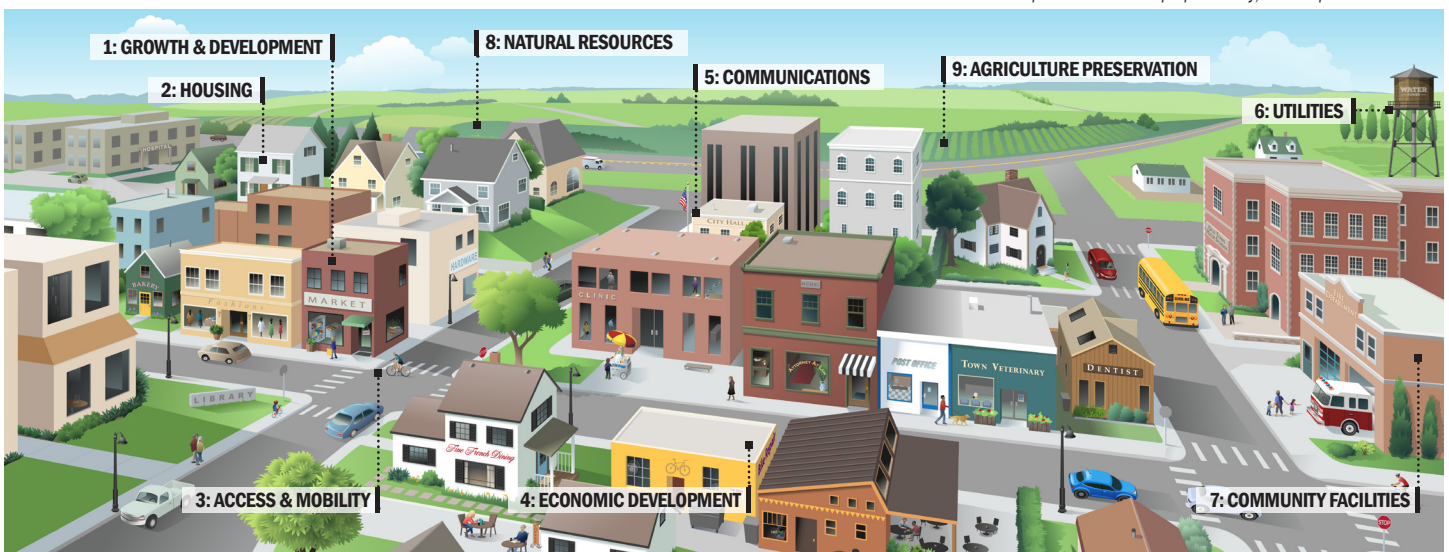
An achievable outcome that supports a common vision.

» **OBJECTIVE** » A specific, measurable step to achieve a goal.

» **STRATEGY** » A project or action to meet the objective.

FIGURE 3.1
PRIMARY COMPREHENSIVE PLAN TOPICS

Note: Graphic for illustration purposes only; not a depiction of Cortland



PRIORITIZING OBJECTIVES

Prioritized objectives guide the Town when allocating resources, pursuing grants and funding, budgeting staff time, building community support, and laying the groundwork for subsequent tasks and projects. The Task Force prioritized the objectives through a ranking system. They were asked to consider the following factors:

- How achievable is this objective?
- How much of a positive impact would achieving this objective have on the community?
- How interested is the community in this objective?
- Is funding necessary and if so, is it available?
- Can this objective be achieved quickly, generating additional local interest and momentum?

Based on the goals and objectives outlined in Chapter 3, each objective was ranked within its goal category rather than across goal categories. The Task Force ranked each objective as high, medium, or lower priority.

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOWER PRIORITY

However, objectives will not always be addressed in priority order if opportunities or obstacles may arise that enter into the decision making process. All objectives are still important to achieving the Town's vision, regardless of their level of priority.

The prioritized objectives are shown in the following tables.

GOALS & OBJECTIVES

1: Growth & Development

GOAL | Cortland will grow in an intentional and cohesive manner.

| # | OBJECTIVE | PRIORITY |
|-----|---|----------|
| 1.1 | Guide Cortland's growth in accordance with the comprehensive plan to avoid haphazard or piecemeal development. | ● HIGH |
| 1.2 | Support a diverse population. | ● HIGH |
| 1.3 | Collaborate with schools and other public service providers and utilities to match capacity with population growth. | ● HIGH |
| 1.4 | Balance growth to maintain a small-town character. | ● HIGH |
| 1.5 | Build out existing incomplete and platted residential subdivisions. | ● MEDIUM |
| 1.6 | Pursue annexation where appropriate. | ● MEDIUM |
| 1.7 | Serve as an example of a sustainable community. | ● LOWER |
| 1.8 | Develop infill sites. | ● LOWER |

2: Housing

GOAL | Cortland will offer a variety of housing to meet different needs.

| # | OBJECTIVE | PRIORITY |
|-----|---|----------|
| 2.1 | Balance renter and owner-occupied units. | ● HIGH |
| 2.2 | Consider large lot subdivisions and larger homes. | ● MEDIUM |

3: Access & Mobility

GOAL | Cortland will be well connected internally and with neighboring communities through a variety of mobility options.

| # | OBJECTIVE | PRIORITY |
|-----|---|----------|
| 3.1 | Build an interconnected trail network. | ● HIGH |
| 3.2 | Prioritize and phase sidewalk improvements in the Town's annual capital improvement plan. | ● HIGH |
| 3.3 | Promote a healthy lifestyle for all residents. | ● HIGH |
| 3.4 | Examine transportation connections in the region. | ● MEDIUM |
| 3.5 | Support public transportation options such as a park and ride facility. | ● MEDIUM |
| 3.6 | Support sustainable transportation such as electric vehicles. | ● LOWER |



GOALS & OBJECTIVES

4: Economic Development

GOAL | Cortland will prosper as a community by attracting new businesses and growing existing businesses.

| # | OBJECTIVE | PRIORITY |
|-----|--|----------|
| 4.1 | Attract retail along Somonauk Road and Route 38. | ● HIGH |
| 4.2 | Pursue growth that enhances the tax base. | ● HIGH |
| 4.3 | Encourage the growth of existing and small businesses | ● HIGH |
| 4.4 | Consider environmental impact of proposed businesses. | ● MEDIUM |
| 4.5 | Leverage proximity of the airport and its growth potential. | ● MEDIUM |
| 4.6 | Prioritize light industrial and research and development businesses. | ● MEDIUM |
| 4.7 | Maintain communication with DeKalb County to evaluate long term status of the existing landfill. | ● LOWER |

5: Communications

GOAL | Cortland will encourage growth and development through outstanding communication.

| # | OBJECTIVE | PRIORITY |
|-----|--|----------|
| 5.1 | Develop a communications plan to attract business and industry to Cortland. | ● HIGH |
| 5.2 | Establish and maintain easy two-way communications channels with Town government for businesses and residents. | ● MEDIUM |
| 5.3 | Make information on potential development available on the Town's website. | ● MEDIUM |

6: Utilities

GOAL | Cortland will ensure its utilities efficiently meet the needs of the community.

| # | OBJECTIVE | PRIORITY |
|-----|---|----------|
| 6.1 | Coordinate utility projects to save on future infrastructure expenses. | ● HIGH |
| 6.2 | Fill in gaps in high-speed internet service to ensure all homes, businesses, and public buildings have reliable access. | ● HIGH |

7: Community Facilities

GOAL | Cortland will focus its community facilities on meeting the needs of all residents and strengthening key locations.

| # | OBJECTIVE | PRIORITY |
|-----|---|----------|
| 7.1 | Provide equitable distribution of parks and recreation facilities. | ● HIGH |
| 7.2 | Continue ongoing evaluation of the recently acquired former school site for renovation for municipal use. | ● HIGH |
| 7.3 | Strengthen town core as a focal point for the community. | ● MEDIUM |
| 7.4 | Provide an indoor gathering space for community and private events. | ● LOWER |

8: Natural Resources

GOAL | Cortland will work with the area's native attributes to preserve natural resources.

| # | OBJECTIVE | PRIORITY |
|-----|--|----------|
| 8.1 | Encourage native landscaping for storm water management. | ● HIGH |
| 8.2 | Preserve existing natural areas. | ● HIGH |
| 8.3 | Investigate prairie restoration. | ● MEDIUM |

9: Agriculture Preservation

GOAL | Cortland will preserve its agricultural assets.

| # | OBJECTIVE | PRIORITY |
|-----|---|----------|
| 9.1 | Identify agricultural buildings with reuse potential. | ● MEDIUM |
| 9.2 | Preserve agricultural land. | ● LOWER |



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Town Plan

CHAPTER 4

The Town Plan is the core element of the Cortland Comprehensive Plan, providing recommendations for future land use, housing, economic development, access and mobility, community facilities and assets, natural resources, utilities, and infrastructure. Building upon the community profile and framework in the previous chapters), the Town Plan synthesizes the findings and policies from the planning process to formulate a guide for sensible growth and sustainable development in Cortland for the next 10+ years.

FUTURE LAND USE PLAN

The principal intent of the Future Land Use Plan is to maintain Cortland's small town character while positioning it for growth. New development will help enhance Cortland's quality-of-life through a balanced composition of land uses providing residential, commercial, employment, civic, and recreational opportunities.

When reviewing the Future Land Use Plan, it is important to understand its generalized nature. Given the scale at which municipal comprehensive planning occurs, only broad areas of land use are indicated. On specific parcels of land, certain exceptions may be appropriate. For example, a daycare center located within a residential neighborhood may be permitted even though the Future Land Use Plan does not strictly indicate a commercial use in the neighborhood; such exceptions should be addressed on a case-by-case basis in accordance with all municipal ordinances.

Future Land Use Plan Map

The Future Land Use Plan Map, which is provided in Figure 4.1, depicts all projected land uses within the current municipal limits and within the Town's 1½-mile planning area, excluding areas that are incorporated into Sycamore to the north and DeKalb to the west. The map illustrates Cortland's long term growth capacity which includes moderate development to accommodate desired growth.

The map illustrates the arrangement of future land uses, particularly with respect to existing land uses, past development patterns, and recent trends. In addition, the map provides areas of substantial agricultural land and open space conservation to create a naturalized growth boundary for Cortland. The potential for the Town to extend public utilities to certain areas served as an additional determining factor to assess future land uses.



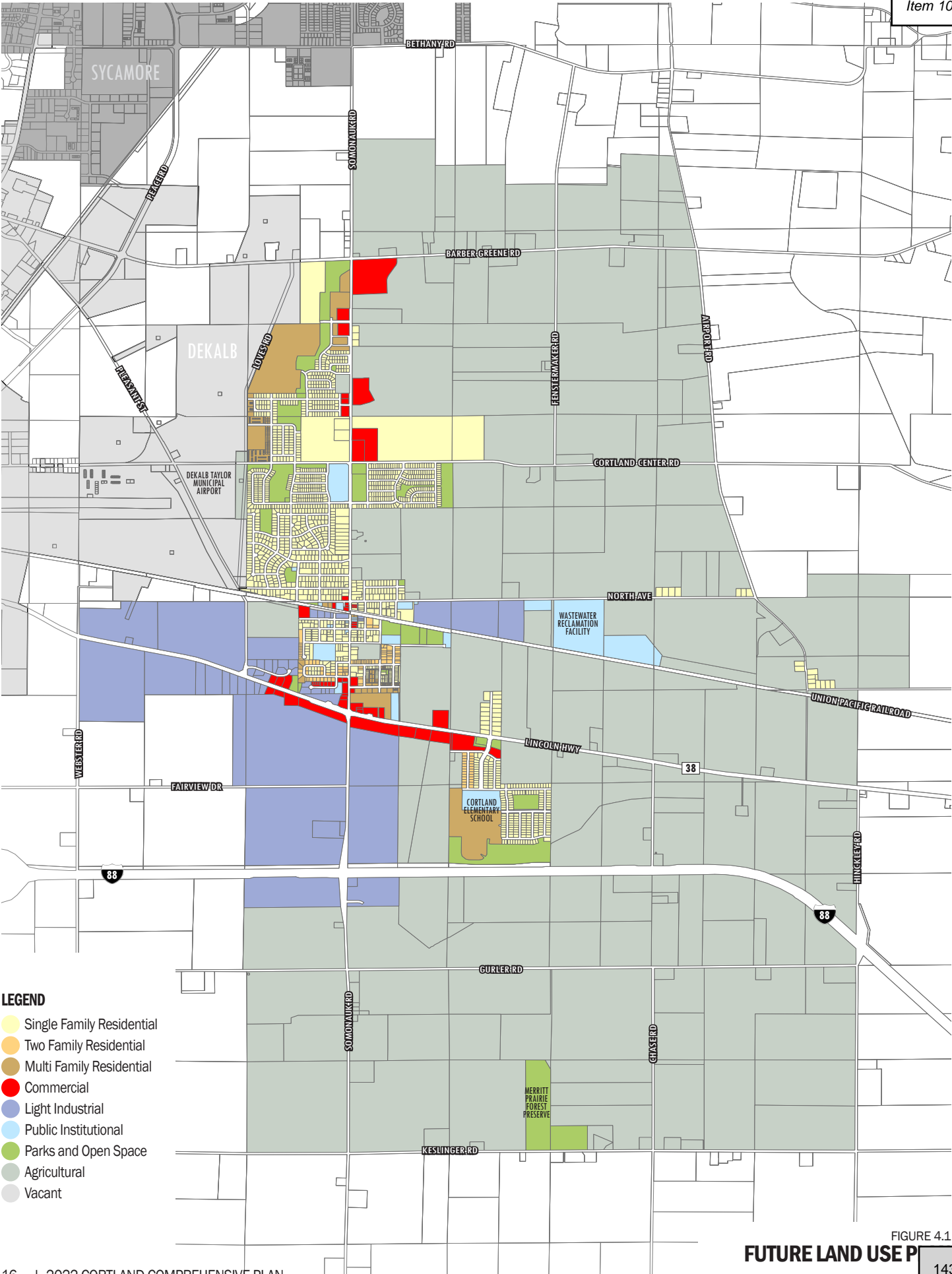


FIGURE 4.1
FUTURE LAND USE P
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Platted but Undeveloped Residential Parcels

The change in residential street patterns across Cortland is a primary indicator of the Town's residential growth over the past 20+ years. In particular, the curvilinear street patterns in more recent subdivisions contrast to the historical grid street pattern that characterizes Cortland's core area immediately north and south of the railroad.

While recent subdivisions like Nature's Crossing, Richland Trails, and Chestnut Grove are well established on Cortland's northern and southern growth areas, many of the platted lots remain undeveloped. This served as another determining factor for the Future Land Use Plan, particularly guiding different land use buildout scenarios that have the most significant impact on Cortland's population growth and capacity to provide municipal services.

Land Use Scenario Planning

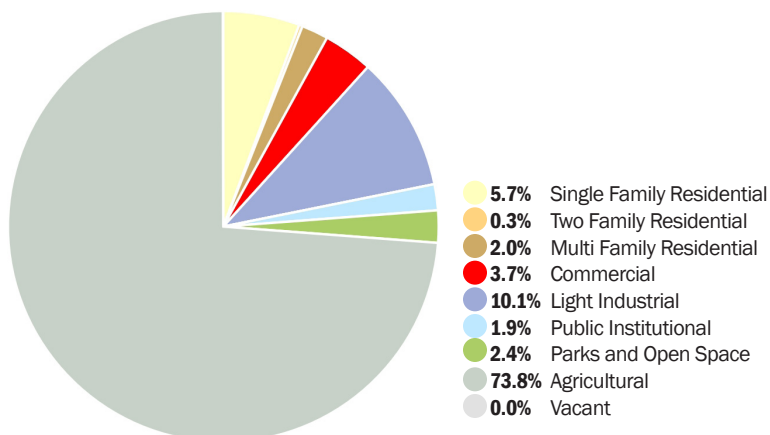
A series of three land use buildout scenarios is provided in Figure 4.3 (full page maps of the three scenarios are provided in the Appendix). Each scenario illustrates how the buildout of these platted but undeveloped residential parcels can be paired with additional residential development of varying degrees. The resulting three scenarios generate different population projections that guided the decision making on an appropriate level of growth for Cortland.

The Task Force selected Scenario B as the preferred land use planning scenario due to its moderate population projection, which balanced buildout of the platted but undeveloped residential parcels with limited additional residential development, which is depicted as the preferred scenario in the Future Land Use Plan in Figure 4.1. Future land use composition is summarized in Figure 4.2.

Population Projections

Based on the Future Land Use Plan, buildout of all undeveloped residential plats, infill parcels, and limited new residential development generates about 6,289 new residents. Add that population increase to Cortland's 2020 population of 4,519 residents provides a population projection of 10,808 total residents at full buildout.

FIGURE 4.2
FUTURE LAND USE COMPOSITION



LAND USE CATEGORIES

RESIDENTIAL

Residential uses encompass a diverse set of housing types to provide residents with options that meet varying needs, budgets, and life stages. Single family housing will continue to be the most prominent residential type in Cortland. Two-family and multi-family residential diversify the Town's housing stock while respecting the single family character of the community. Different residential typologies are summarized on the following pages to highlight different housing types that may be appropriate for Cortland.



Single Family Residential

Two-Family Residential

Multi-Family Residential

COMMERCIAL

Commercial uses provide retail goods and services with stores, restaurants, and businesses that serve the needs of residents and the daytime population generated by offices and other employment centers. Commercial uses are located along Cortland's major corridors, primarily Somonauk Road and IL Route 38. Various commercial typologies are summarized on the following pages to show businesses and services that may be appropriate for Cortland.



Commercial

EMPLOYMENT GENERATORS

Employment uses provide job opportunities for local residents and job seekers from around the region. With its locational advantages, Cortland will work towards providing for a range of employment generating uses. Light industrial uses may include uses like tech, research and development, offices, etc. that capitalize on the Town's access to I-88, as well as hybrid industrial/commercial businesses similar to the WeatherTech Factory Store or a brewery with a tasting room or restaurant component. Other industrial uses may include manufacturing, logistics, warehousing, etc. These employment generating typologies are summarized on the following pages.



Light Industrial

COMMUNITY FACILITIES & ASSETS

These elements provide for a range of public/institutional uses like schools, religious institutions, and municipal facilities that provide services, programs, and opportunities that support day-to-day civic life in Cortland. Other community assets include parks, open space, agricultural lands, and environmental features that help preserve Cortland's rural character and natural resources. Vacant land is also listed as assets given the opportunities they offer the Town to provide new uses that bring benefit to the community.



Public Institutional

Parks and Open Space

Agricultural

Vacant

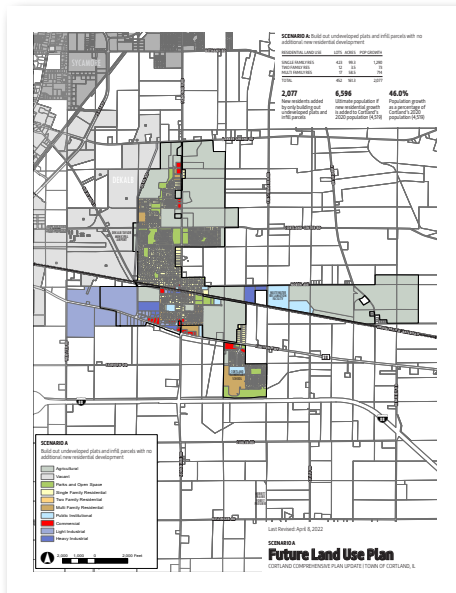
FIGURE 4.3

LAND USE SCENARIO PLANNING

As presented to the Comprehensive Plan Task Force, with minor edits, at their April 26, 2022 meeting

SCENARIO A

Build out undeveloped plats and infill parcels with no additional residential development



| RESIDENTIAL LAND USE | LOTS | ACRES | POP GROWTH |
|----------------------|------------|--------------|--------------|
| SINGLE FAMILY RES | 397 | 94.4 | 1,211 |
| TWO FAMILY RES | 38 | 3.4 | 232 |
| MULTI FAMILY RES | 17 | 58.6 | 715 |
| TOTAL | 452 | 156.4 | 2,158 |

2,158

New residents added by only building out undeveloped plats and infill parcels

6,677

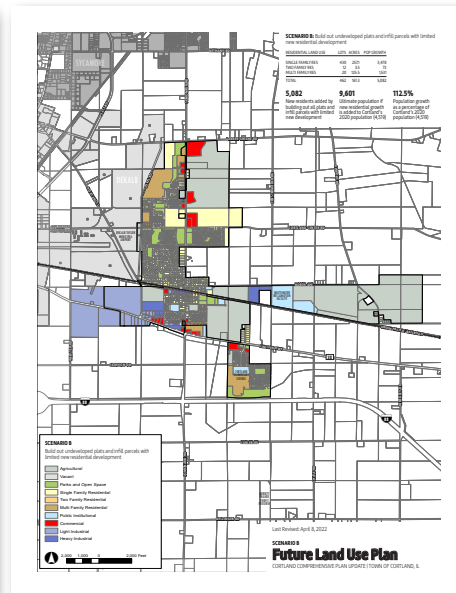
Ultimate population if new residential growth is added to Cortland's 2020 population (4,519)

47.7%

Population growth as a percentage of Cortland's 2020 population (4,519)

SCENARIO B

Build out undeveloped plats and infill parcels with limited new residential development

PREFERRED LAND USE PLANNING SCENARIO

| RESIDENTIAL LAND USE | LOTS | ACRES | POP GROWTH |
|----------------------|------------|--------------|--------------|
| SINGLE FAMILY RES | 404 | 272.5 | 4,046 |
| TWO FAMILY RES | 38 | 9.1 | 223 |
| MULTI FAMILY RES | 20 | 165.5 | 2,020 |
| TOTAL | 462 | 447.1 | 6,289 |

6,289

New residents added by building out undeveloped plats and infill parcels and limited new residential development

10,808

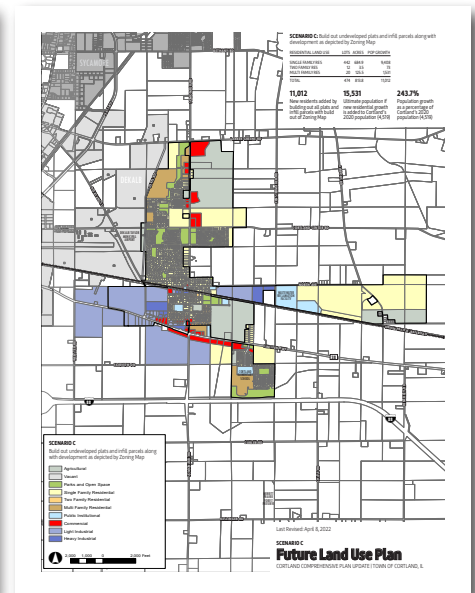
Ultimate population if new residential growth is added to Cortland's 2020 population (4,519)

139.2%

Population growth as a percentage of Cortland's 2020 population (4,519)

SCENARIO C

Build out undeveloped plats and infill parcels with development as depicted on Zoning Map



| RESIDENTIAL LAND USE | LOTS | ACRES | POP GROWTH |
|----------------------|------------|--------------|---------------|
| SINGLE FAMILY RES | 416 | 680.0 | 9,329 |
| TWO FAMILY RES | 38 | 3.4 | 232 |
| MULTI FAMILY RES | 20 | 125.5 | 1,531 |
| TOTAL | 474 | 808.9 | 11,092 |

11,092

New residents added by building out undeveloped plats and infill parcels and all residential depicted on the Zoning Map

15,611

Ultimate population if new residential growth is added to Cortland's 2020 population (4,519)

245.5%

Population growth as a percentage of Cortland's 2020 population (4,519)

LAND USE VS ZONING

It is important to note that the Future Land Use Plan is not a zoning map. Zoning regulates specific aspects of development, such as yard dimensions and building height, in addition to the location of certain types of uses within districts. Thus, zoning is a useful tool for protecting the use of property and community character, even if the zoning map does not exactly align with the land use map.

On the other hand, the Future Land Use Plan is intended to guide where certain types of development are to be located and is not intended to restrict the use of land. A land use plan indicates, in a general manner, the location of current and future uses of land for various types of development. It is meant to be a guide for establishing more finely-tuned regulations such as zoning and to guide decision making which may involve public or private investment in property development.

The degree to which a zoning map will conform to a land use map depends on two factors: (1) how finely-tuned the land use map is in terms of dividing land uses into those which conform to districts, and (2) how often the zoning map is amended. Once the updated Comprehensive Plan is approved by Town officials, one of the first follow-up tasks is typically to update the Town's zoning regulations and map to ensure they align with the land use and development policies outlined in the plan.

Typically, a land use map is changed much less frequently than a zoning map because it is intended to encompass a longer time frame, embody a broad community vision, and provide a more general guide for town growth and development.



DEVELOPMENT TYPOLOGIES

Viewing potential development concepts through the lens of development typologies allows the community to consider various housing options, business types, employment generators, and general development approaches that are appropriate for a community with a character and profile like Cortland. For example, recommending a concept that allows for businesses like a café or specialty grocer points more towards community support for these general uses, rather than targeting specific businesses like a Starbucks or Buffalo Wild Wings. Similarly, a concept that calls for a business park may accommodate a range of uses, from professional offices and healthcare facilities to coworking spaces and a satellite college campus.

The development typologies provide Town officials with a general sense of the types of development to pursue for Cortland, whether it is national brands or locally-owned businesses. In addition, the typologies provide a foundation for the Future Land Use Plan.

As provided on the following pages, the general description for each development typology looks ahead to how each development type may influence how Cortland grows and develops into the future.

In addition, the development typologies provide for a more balanced mix of land uses that promote the following objectives:

- Account for adequate utilities and infrastructure capacity
- Diversify the local housing stock
- Expand the Town's tax base
- Enhance employment options
- Complement Cortland's rural heritage
- Support stewardship of the natural environment
- Advance a more sustainable and resilient local economy

DEVELOPMENT TYPOLOGIES

Residential

While Cortland has primarily developed as a single-family residential community, the Town's housing stock has a notable share of two-family and multi-family housing options. The Comprehensive Plan recommends continual diversification of the local housing stock to provide options that meet varying budgets, life stages, family structures, and housing needs. This may include providing options like senior housing, accessory dwelling units (ADUs), and large lot subdivisions.

Part of Cortland's housing approach will focus on building out residential lots that have already been platted in unfinished subdivisions or infill sites. This approach is a key component of the Town's preferred land use planning scenario, which is summarized in Figure 4.3. This approach also includes allowing for limited residential development in other parts of Cortland, particularly the northern portion of the community on the east and west sides of Somonauk Road.

As the Town considers new residential development, it may look to some of its current neighborhoods as prototypes, as highlighted in the sample images below.

Detached single family homes (top); attached single family homes like townhouses, duplexes, and multiplexes (center); multi-family homes like apartments and condos (bottom)



DEVELOPMENT TYPOLOGIES

Commercial

Cortland's commercial base is fairly limited, with businesses primarily located in the core area, as well as certain points along Somonauk Road and IL Route 38. Current businesses comprise a mix of retail, services, and restaurants or food establishments, with almost all locally owned and very few name brands. Community members have shown interest in expanding the commercial base with a greater diversity of goods and services, particularly supporting local entrepreneurs and small business owners. Strong support for existing small businesses should continue and will help to shape the character of Cortland's commercial development.

Expansion of Cortland's commercial base will enhance the Town's tax base. Market conditions, demographics, and local assets often dictate where certain businesses will locate. The Town should be proactive in attracting the types of businesses that meet local needs, match community priorities, and boost the tax base. Cortland has a prime opportunity to fill niches that are not adequately offered in the DeKalb/Sycamore/Cortland area, such as businesses focused on family entertainment and recreation.

Cortland's two primary commercial areas should continue to be the focus for new businesses and considered as gateways into the community. Avoiding scattered commercial development will strengthen the quality and quantity of all other land uses in Cortland. It will also reduce the cost of development since infrastructure and services will not need to be extended. Transportation is a critical component to serve commercial centers and can be maximized in a more focused area.

Cafés and bakeries (top left); brunch spots (top center); grocery stores (top right); experience-based businesses like Pinot's Palette (middle left); restaurants (center); boutique or specialty shops (middle right); youth-centric businesses like indoor play areas, creative arts, sports and recreation, etc. (bottom left); farm-based businesses like Wiltse's Farm in Maple Park (bottom center); personal care businesses like yoga, pilates, massage therapy, etc. (bottom right)



DEVELOPMENT TYPOLOGIES

Office

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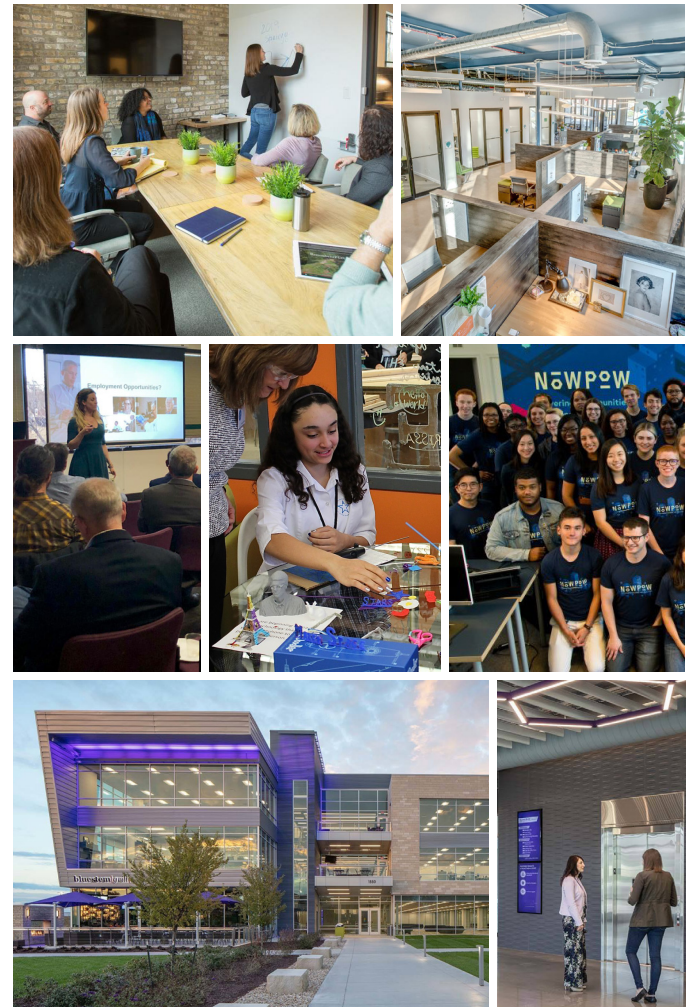
While office uses are typically viewed as being part of commercial or industrial development, they fit into a particular segment of a community's employment base and economic development strategy. As the map on the following page shows, extensive growth of industrial and office uses is occurring in a significant portion of the Cortland/DeKalb/Sycamore region. Cortland can capture some of the office growth, even as much of that growth has developed in DeKalb and Sycamore.

Office/business parks are increasingly making room for unique tenants. While corporate headquarters, professional offices, and banking/financial services are common, the examples illustrated below can enhance the tenant mix of an office/business park, provide spaces for local entrepreneurs, and diversify employment opportunities available to the local workforce.

Healthcare is one of the more prominent growth markets, particularly as the region manages more growth and the senior population continues to age. Coworking spaces and business incubators support small businesses and entrepreneurs with facilities, classes, and access to shared resources. Makerspaces support creators of all ages, from at-home hobbyists and amateur builders to school STEM classes and robotics teams. Colleges, universities, and other education organizations often seek to expand their footprint in unique office settings. Same with tech startups to provide a suite of meeting spaces, resources, and amenities to recruit top-tier talent and like-minded businesses.

Examples of these spaces include Northwestern Medicine Kishwaukee Hospital (Sycamore), Northern Illinois University (DeKalb), 25N Coworking (Geneva), and Fox.Build (St. Charles).

Community meeting spaces (top right); coworking spaces (top left); business incubator (middle left); makerspaces (center); tech and business startup spaces (middle right); healthcare, higher education, and other learning campuses (bottom)



DEVELOPMENT TYPOLOGIES

Industrial

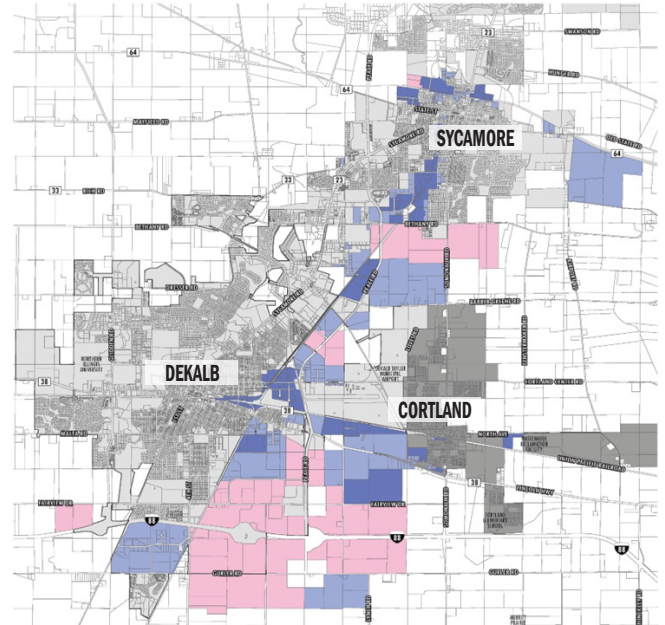
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Industrial currently comprises about 3.9% of Cortland's existing land use. The Future Land Use Plan expands the amount of industrial uses by over 2.5 times. As the map on the right illustrates, a significant portion of the Cortland/DeKalb/Sycamore region is currently undergoing extensive growth of industrial and office uses. While much of that industrial and office growth has developed in DeKalb and Sycamore, the door is open for Cortland to capture some of that growth.

Industrial sites can take a variety of forms and sizes. While industrial buildings will generally occupy a sizable footprint, they can still be designed in such a way that adds positive value to the Town's character and integrates natural features into their site design. The amenities listed below can also enhance the quality of the site and blend in well with the local transportation network. Light industrial uses should be encouraged as part of mixed use developments or office/business parks.

Hybrid industrial/commercial enterprises are becoming more prominent by providing product creation, warehousing, and sales under a single roof. This model reduces transport and infrastructure costs, as well as attracts customers curious about the source and production of the items they purchase. The sales area or showroom typically occupies less than 20% of the building, with product creation and warehousing comprising the remaining floor area. Examples from the region include the WeatherTech Factory Store (Bolingbrook), Ashley Furniture HomeStore (Romeoville), and "Save" by Yellow Products (St. Charles).

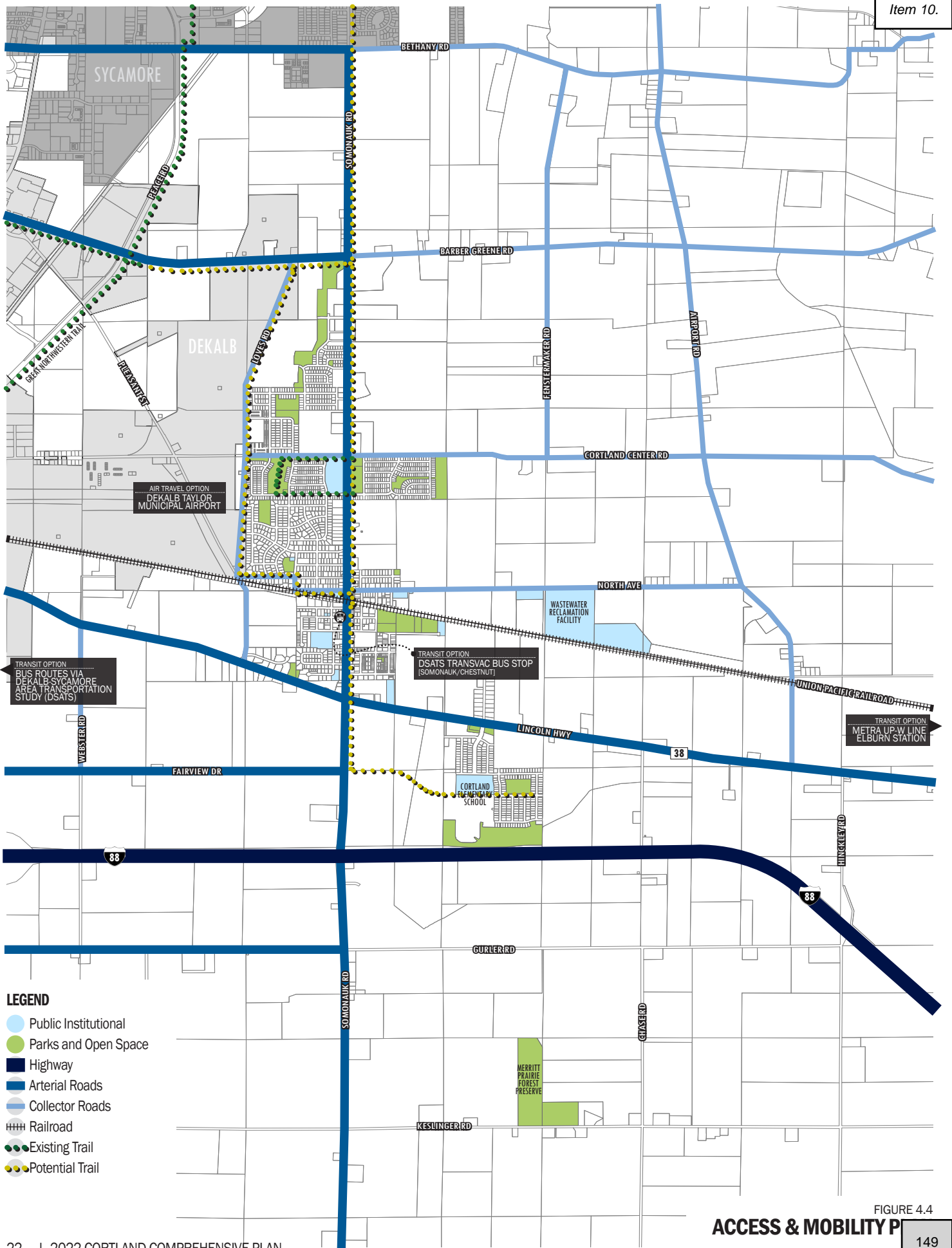
Another popular example is a brewery with a restaurant or tasting room component like Two Brothers Tap House in Warrenville and Obscurity Brewing in Elburn. Hybrid industrial/commercial enterprises may be part of a office/business park, commercial area, or mixed use district.



Hybrid industrial/commercial enterprises (top); breweries and distilleries with or without a restaurant or tasting room component (middle); industrial buildings like warehousing, logistics, manufacturing, etc. (bottom)

**BUILDING DESIGN & SITE AMENITIES**

- Quality building materials
- Environmentally-appropriate lighting
- Green space and landscaping
- Renewable energy and sustainable features
- Protection of wetlands, trees, and other natural features
- Trail, sidewalk, and transit options



ACCESS & MOBILITY

Cortland is strategically located just north of an interstate highway (I-88) and along a major state highway (IL Route 38), providing the Town with superior regional transportation connectivity and access that open up opportunities that advance strong community growth and economic development prosperity.

As illustrated on the Access and Mobility Plan Map in Figure 4.4, Cortland's existing transportation network provides a solid foundation that can be reinforced with periodic improvements and strengthened connections to the regional transportation network, which include opportunities to build up the trail network, expand transit options, and take advantage of proximity to DeKalb Taylor Municipal Airport. There are also opportunities to provide safe access and mobility for people of all ages and abilities.

Given the scope and capacity of Cortland's transportation network, intergovernmental cooperation is integral to improve and maintain a transportation network that adequately serves Cortland, while making the community an attractive destination to build new homes, establish new businesses, and provide jobs for the region.

TRANSPORTATION ELEMENTS

ROAD NETWORK

All roads serving Cortland are classified according to their function in the local circulation system:

- **Highways:** I-88
- **Arterial Roads:** IL Route 38, Somonauk Road, Bethany Road and Barber Greene Road (west of Somonauk Road), Fairview Road, Gurler Road
- **Collector Roads:** Bethany Road and Barber Greene Road (east of Somonauk Road), Cortland Center Road, Loves Road, North Avenue, Fenstermaker Road, Airport Road, Webster Road
- **Local Roads:** All other roads

Given their regional coverage, I-88 and IL Route 38 provide a competitive advantage for economic development. Proper roadway classifications help ensure safe and efficient movement of vehicles to accommodate current traffic volumes and anticipate future increases as Cortland experiences growth and development. It also aids in capital improvements programming and in the designation of specialized traffic routes, such as designating specific roads for truck traffic.

SIDEWALKS & TRAILS

Small towns like Cortland are often viewed as friendly to pedestrians and bicyclists, even if infrastructure like sidewalks and bike paths are lacking in certain areas. For example, not all neighborhoods have a complete network of sidewalks, which opens up the opportunity to fill in sidewalk gaps where deemed necessary.

The local trail network has improved as new developments created needs for linkages to neighborhoods. For example, trails cut through McPhillips Park and Richland Trails Park, which serve the Town's relatively newer subdivisions. Similar to filling sidewalk gaps, there are opportunities to create an interconnected network of bike paths, trails, and sidewalks throughout Cortland, including links to regional trails.

A pedestrian- and bike-friendly community also encompasses safe access and mobility for people of all ages and abilities. This includes ADA-compliant facilities at crosswalks, parking lots, and entry points to buildings.

TRANSIT

Transit is fairly limited in Cortland, with a DeKalb-Sycamore Area Transportation Study (DSATS) TransVac bus stop located in town at the intersection of Somonauk Road and Chestnut Avenue. Other options are situated beyond town limits but nearby to provide opportunities for linkages in Cortland. While many commuters utilize the Metra station in Elburn, this creates the potential to establish new transit opportunities like a park 'n ride facility or shuttle bus service between Cortland and Elburn.

The DeKalb-Sycamore Area Transportation Study (DSATS) provides bus service to DeKalb and Sycamore but no present routes into Cortland. As Cortland grows, particularly adding employment centers to its economic base, this would open potential to extend existing DSATS bus routes into Cortland via Barber Greene Road and IL Route 38.

Transit access can also be enhanced by working with local and regional employers that can build a shared shuttle service utilizing pooled resources. Paratransit is also an option to consider.

AIRPORT

DeKalb Taylor Municipal Airport, which is located outside of Cortland and west of Loves Road, offers aviation and meeting facilities to businesses and travelers in the DeKalb County area. Given Cortland's adjacent location to the airport, there is potential to pursue businesses and recreation opportunities with aviation themes. This may include but are not limited to aviation themed restaurants and other businesses near the airport.

While DeKalb Taylor Municipal Airport is classified as a local airport, IDOT's 2022 Illinois Aviation System Plan indicates certain improvements could help with reclassification as a regional airport, which would open up a wider net of opportunities.



Civic Uses [Public Institutional]

- 1: Town Hall
- 2: Public Works
- 3: Water & Wastewater Department
- 4: Water Tower #1
- 5: Water Tower #2
- 6: Wastewater Reclamation Facility
- 7: Police Department
- 8: Fire Department
- 9: Community Library
- 10: U.S. Post Office
- 11: Cortland Township
- 12: Public Parking Lot

Institutions [Public Institutional]

- 13: Cortland Elementary School
- 14: Cortland Methodist Church
- 15: Mound Rest Cemetery
- 16: Lions Den

Parks and Open Space

- 17: Cortland Community Park
- 18: Welsh Park
- 19: Hetchler Park
- 20: Richland Trails Park
- 21: Suppeland Park
- 22: McPhillips Park
- 23: Merritt Prairie Forest Preserve
- 24: Dragon Tail Park
- 25: Bluebell Avenue Park
- 26: Chestnut Grove Park
- 27: Walnut Street Park

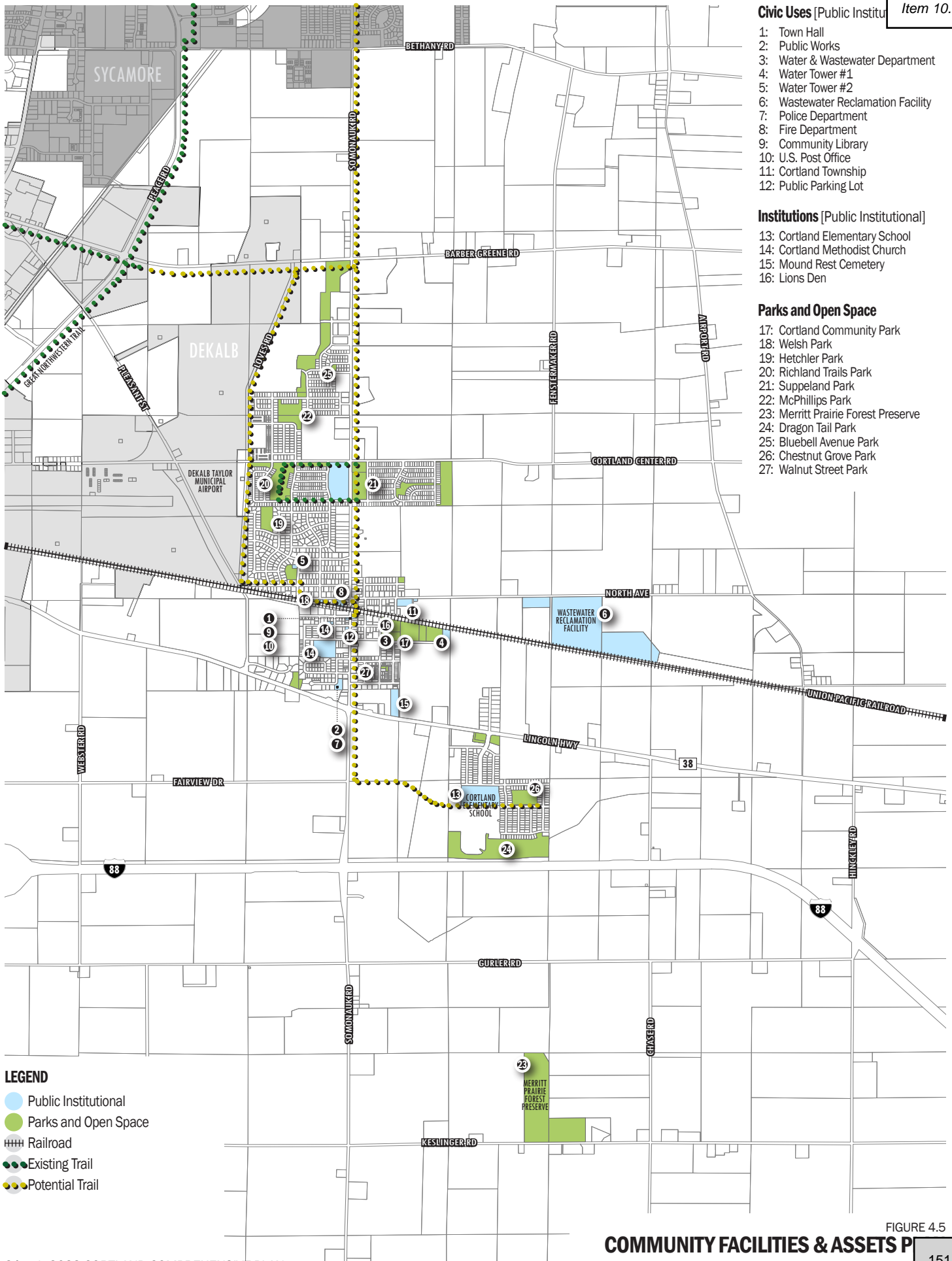


FIGURE 4.5
COMMUNITY FACILITIES & ASSETS

COMMUNITY FACILITIES & ASSETS

Community facilities and public infrastructure are generally comprised of services, resources, and institutions that meet the civic, cultural, social, recreational, educational, and spiritual needs of the community. Though different in nature, community facilities and public infrastructure form the physical backbone of a community, providing essential services and functions to the community.

As summarized on the Community Facilities and Assets Plan Map in Figure 4.5, Cortland is served by a broad system of community facilities and public infrastructure, including: municipal services, public safety, utilities, school, library, historic resources, and parks and recreation. However, a small town like Cortland is limited in its offerings of other facilities, such as healthcare facilities and religious institutions.

While community facilities are maintained and operated by a range of providers, including municipal, public, quasi-public, and private entities, public infrastructure generally encompasses municipal services and utilities that are vital to the daily function of Cortland's residents, businesses, and institutions.

As Cortland manages the growth and development of the community, improvements will continually be needed to ensure the services, functions, and utilities provided to the community have adequate capacity, are well-maintained, and are distributed equitably.

FACILITIES & ASSETS

SCHOOLS

Cortland is primarily served by DeKalb School District #428, with Cortland Elementary School being the only school facility within Cortland's municipal limits. Demographics at Cortland Elementary point to the need to ensure teachers, students, and their families have what they need to succeed. Changes in the Town and student populations will need to be monitored to assess future space needs.

Coordination with other school districts like Sycamore School District and Kaneland School District is encouraged to assess how local and regional population growth impacts school enrollments across the various schools serving Cortland and neighboring communities.

PARKS

Cortland's park system has continually grown as residential development has increased. Continued population growth could create demand for more park and recreational opportunities, including trails and a mix of indoor/outdoor facilities. The Town is starting a new Parks Advisory Committee to support parks initiatives. Existing parks include:

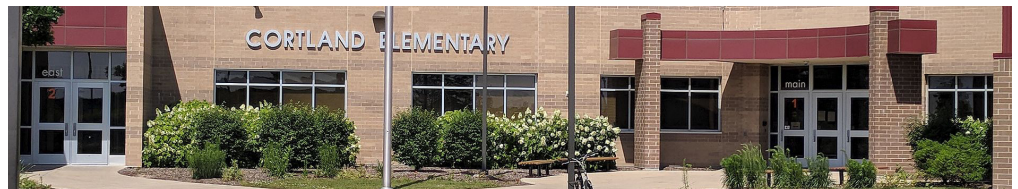
- Cortland Community Park
- Welsh Park
- Hetchler Park
- Dragon Tail Pond
- Chestnut Grove Park
- Bluebell Avenue Park
- Walnut Street Park
- Suppeland Park
- McPhillips Park

CIVIC USES

A key benefit of Cortland's core area is its central location for civic uses, including Town Hall, Community Library, Fire Department, and Post Office, which helps to maintain the community's small town feel and provide daily services in the town core. Other civic uses located beyond the core area are Public Works, Police Department, Water and Wastewater Department, and the Wastewater Reclamation Facility. The continued clustering of civic uses in the core area should be encouraged to sustain this part of Cortland. Most of the Town's administrative and governmental offices are located at Town Hall.

OTHER FACILITIES & ASSETS

Cortland is home to a U.S. Post Office, which offers full retail service post office boxes, and curbside delivery to customers. The Post Office is one of the Town's oldest institutions, dating back to 1892. Located across the street from Town Hall and a block from the Cortland Fire Department, the Post Office adds to the civic nature of Downtown Cortland.



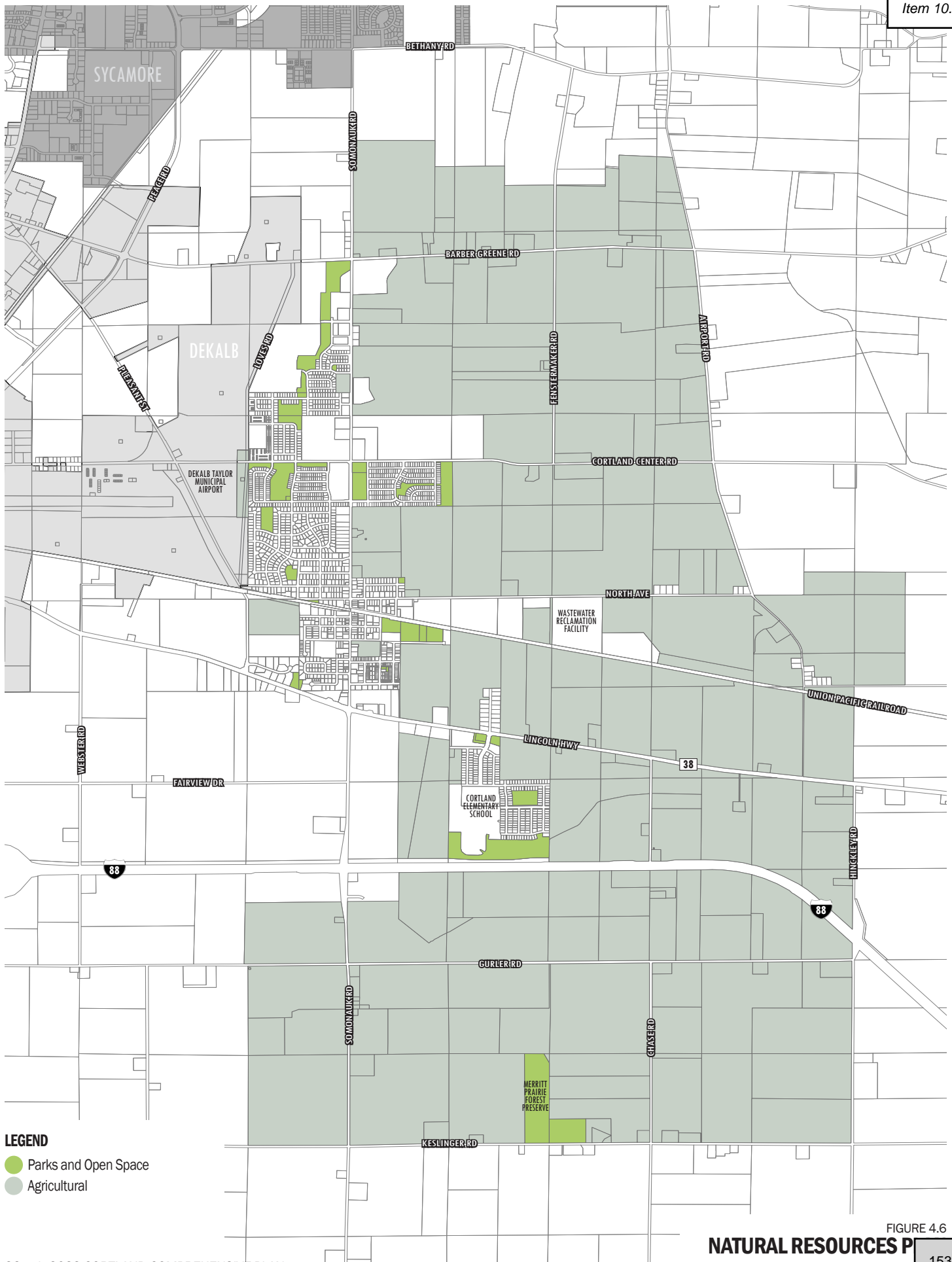


FIGURE 4.6

NATURAL RESOURCES

The natural environment within and around Cortland help to define the character of the community and provide recreational opportunities for residents. While conservation of local environmental features and open space will help preserve the small town atmosphere of Cortland, it will also guide the Town's capacity to sensibly manage growth and development in the future. The Natural Resources Plan Map is provided in Figure 4.6.

NATURAL RESOURCES

ENVIRONMENTAL FEATURES

Floodplain is entirely situated on the far northeastern section of the Town's planning area with coverage along the Kishwaukee River and sections of the Union Ditch. Branches of the Union Ditch, including Union Ditch No. 1 and Ditch No. 2, are channelized streams that flow through farm fields to expedite drainage and improve mechanical farming operations. The western portion of the Union Ditch meanders into Cortland's southern growth area south of IL Route 38.

Wetlands are located at various points around the community and the larger planning area. Many of the wetlands are located within the floodplain along or near the Kishwaukee River and smaller tributaries north of Barber Greene Road.

While the Kishwaukee River is generally located beyond Cortland's current municipal boundaries, it flows on the outer northeastern section of the larger planning area. Potential open space and greenway connections can link Cortland's core to the Kishwaukee River as the community considers the prospects for growth north and east of the town.

Aside from small tree patches in neighborhoods, Cortland does not have substantial woodlands.

AGRICULTURAL LAND

As a community that still has active farms in operation, Cortland counts its agricultural land among its key natural resources. The generally flat topography and natural drainage make Cortland a suitable place for active farming. According to 2016 metrics from the American Farmland Trust, much of the land in and surrounding Cortland is Nationally Significant Agricultural Land which is best suited for long-term production of food and other crops.

Agriculture continues to be a significant aspect in the local and regional economy, even as certain neighboring communities manage development and growth of emerging industries. The protection of agricultural land has a multi-pronged effect:

(1) Growth management: Taking a proactive approach to the preservation of agricultural land around Cortland's northern, eastern, and southern perimeters will create a de facto growth management boundary that protects agricultural resources, curtails sprawling development, and encourages infill and adaptive reuse of existing properties.

(2) Economically viable farming: Supporting research and technology needed to cultivate new uses of agricultural products will help keep farming viable by developing markets that support agriculture in Cortland, across DeKalb County, and into the larger region.

(3) Farm-style design: Catering to Cortland's agricultural heritage provides space for a farm-style aesthetic in architectural and site design practices, which are becoming more prevalent to create a unique identity that is rooted in the history and culture of the community. A similar approach could be taken to build upon Cortland's history as a railroad town.

OPEN SPACE

Open space preservation is important to Cortland.

Conservation Development

The 2007 Comprehensive Plan emphasizes the integration of conservation development principles:

"whereby a relatively low overall density is maintained on a given tract of land but development is concentrated in one or more locations and surrounded by open space that is used for farming, recreation, [etc.]."

"the maximum density [of a development] will ultimately be determined by the amount of open space and building typology ratios provided on any given development parcel,"

This underscores the critical role of and level of community importance placed on open space conservation in relation to the growth and development of Cortland.

At that time in the mid-2000s, conservation development was intended to ensure up to 50% of land development would be conserved for open space, farm land, recreation, and general land conservation. This new Comprehensive Plan – particularly the underlying vision, goals and objectives, community design principles, and future land use plan – will help determine the extent to which open space preservation will continue to be a key priority for Cortland.

Detention Ponds and Green Space

Detention ponds and green space in residential neighborhoods are characterized as open space within Cortland's planning area. Merritt Prairie Forest Preserve is one of the most notable and largest public open spaces serving the community. Located far south along Keslinger Road, Merritt Prairie Forest Preserve includes about 56 acres with rolling topography covered in a mix of cool season grass pasture and planted prairie. The preserve also includes about 4 acres of wetland mitigation, which provides for biodiversity and expands the native landscape. About 2.5 miles of hiking trails run through the preserve.

Other Open Spaces

To be consistent with the 2007 Comprehensive Plan, open spaces will also include formal public spaces (e.g., civic squares, plazas, etc.), facilities for programmed recreational activities, linear trails along road rights-of-way and drainage ways, parkways, and other natural and conservation areas.

Peripheral open spaces, which define the outer edges of Cortland and individual neighborhoods, should also be included, particularly as a means of buffering adjacent uses and creating a green belt to curtail sprawling development.

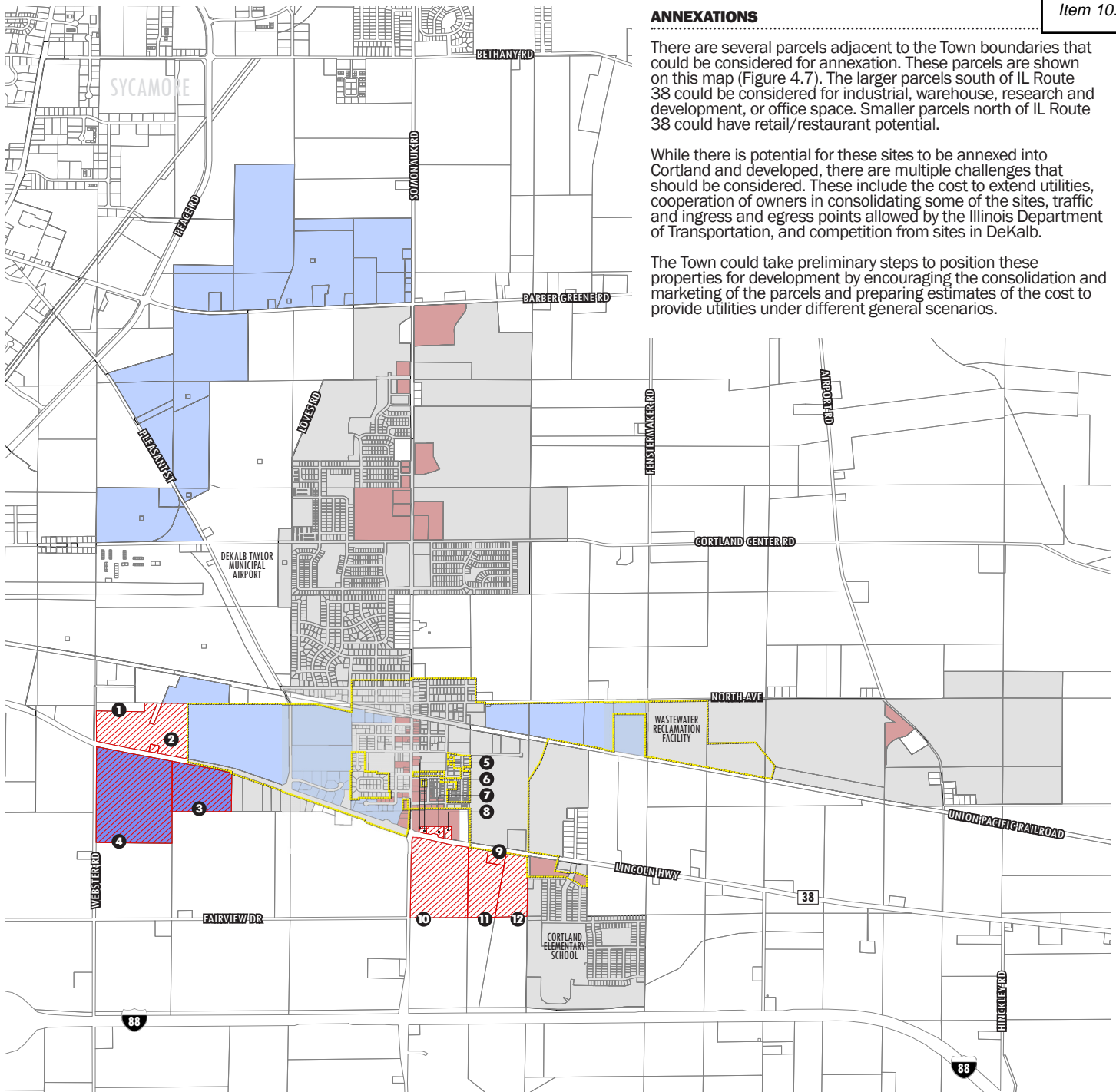


ANNEXATIONS

There are several parcels adjacent to the Town boundaries that could be considered for annexation. These parcels are shown on this map (Figure 4.7). The larger parcels south of IL Route 38 could be considered for industrial, warehouse, research and development, or office space. Smaller parcels north of IL Route 38 could have retail/restaurant potential.

While there is potential for these sites to be annexed into Cortland and developed, there are multiple challenges that should be considered. These include the cost to extend utilities, cooperation of owners in consolidating some of the sites, traffic and ingress and egress points allowed by the Illinois Department of Transportation, and competition from sites in DeKalb.

The Town could take preliminary steps to position these properties for development by encouraging the consolidation and marketing of the parcels and preparing estimates of the cost to provide utilities under different general scenarios.



| Site # | Property Owner / Grantee | PIN | Area (sq ft) | Area (acres) |
|--------|---|---------------|--------------|--------------|
| 1 | Deegan, Donna | 09-30-100-009 | 2,064,662.49 | 47.4 |
| 2 | Deegan, Donna | 09-30-100-002 | 36,518.91 | 0.8 |
| 3 | Deegan, Amy and Stacey | 09-30-100-010 | 1,469,691.09 | 33.7 |
| 4 | Rote, Sharon and Nolan, Richard | 09-30-100-008 | 3,729,988.65 | 85.6 |
| 5 | Oxford Bank and Trust | 09-29-400-021 | 10,887.74 | 0.2 |
| 6 | Oxford Bank and Trust | 09-29-400-022 | 16,865.99 | 0.4 |
| 7 | Oxford Bank and Trust | 09-29-400-023 | 83,784.26 | 1.9 |
| 8 | Bank of America | 09-29-400-007 | 43,534.88 | 1.0 |
| 9 | Kelich, Olga | 09-29-400-026 | 127,426.28 | 2.9 |
| 10 | Landmeier, Lester and Joyce | 09-29-400-028 | 2,392,901.12 | 54.9 |
| 11 | Mahren, Wendy and Mack, Eugene Family Trust | 09-29-400-024 | 1,098,630.24 | 25.2 |
| 12 | Mahren, Wendy and Mack, Eugene Family Trust | 09-29-400-025 | 936,767.73 | 21.5 |

LEGEND

- Commercial
- Light Industrial
- ▨ Potential Annexation Parcels
- TIF District Boundary
- Town Boundary

FIGURE 4.7
ANNEXATIONS MAP

UTILITIES & INFRASTRUCTURE

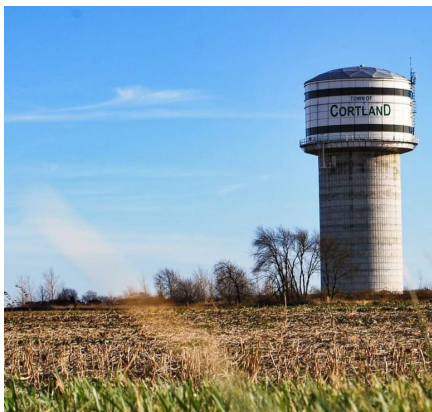
Cortland is generally well served by water and wastewater utility service, which will need to be continually monitored as the Town grows and develops. Expansion of services and new infrastructure may be needed to accommodate such growth, particularly as the Town seeks to annex any land into Cortland and serve them with municipal utilities.

UTILITIES

WATER

Cortland is currently served by four public water supply wells, which produce approximately 272,468 gallons of water per day. From July 2020 through July 2021, all four public water supply wells generated a total pumpage of treated water ranging between 7.5 to 10 million gallons per month. Well #4 generally pumps a majority of the treated water.

The water system also includes two water towers, with one tower near the Spruce Street/Amber Avenue intersection and the other tower located at the eastern terminus of Maple Avenue near Cortland Community Park and the Town's Water and Wastewater Department Building. This second tower holds 1 million gallons of water.



WASTEWATER

New language to be provided by Town

STORMWATER

Newer subdivisions integrated detention/retention ponds to aid in stormwater management. Native plantings are encouraged on private properties and public areas like open spaces, utility corridors, and rights-of-way to provide for natural water filtration, reduced water consumption, wildlife habitats, and reinforcement of Cortland's rural character. The Town should also continue to promote best management practices (BMPs) for stormwater management to decrease stormwater runoff, improve water quality in downstream creeks, reduce long-term maintenance costs, and minimize impacts on farmland and environmentally sensitive areas.

New language to be provided by Town

TELECOMMUNICATIONS

A strong telecommunications system has progressively become a critical facet of a community's infrastructure. This is becoming increasingly more apparent with more people working and learning from home, which requires reliable internet service to ensure residents, workers, and students can interact and access resources. From an economic development perspective, internet service is an important infrastructure element that supports existing businesses and employers, as well as attracts new ones, to support their day-to-day activities and steadfast commerce.

According to the Illinois Department of Commerce and Economic Opportunity (DCEO), Cortland is presently served by varying levels of internet service, primarily within the Town's existing municipal limits from Barber Greene Road on the north to IL Route 38 on the south. Some internet coverage extends south of IL Route 38 into the Chestnut Grove subdivision and the Cortland Elementary School campus. Internet service is generally defined by different forms of broadband infrastructure, including fixed and wireline, fiber, cable, DSL, and fixed wireless. Any gaps can likely be filled given the adequate coverage of a majority of Cortland and neighboring DeKalb and Sycamore, with infrastructure extending along IL Route 38.

Cortland is presently served by varying levels of broadband infrastructure, including: fixed and wireline, fiber, cable, DSL, and fixed wireless. Any gaps can likely be filled given the adequate coverage of a majority of Cortland and neighboring DeKalb and Sycamore.





RENEWABLE ENERGY

As Cortland seeks to grow and develop in a sustainable manner, that includes seeking means to be sustainable with energy generation and consumption. The Town already has taken certain steps to this end, such as integrating standards for solar energy systems into its Zoning Code. As highlighted below, additional steps can be taken to advance the community's commitment to renewable energy.

While renewable energy approaches can be incorporated at a larger community scale, they also enable individual property owners to play a role in being energy conservation stewards and making their own properties more sustainable.

Solar Energy

Cortland presently has zoning standards in place to regulate solar farms and other solar energy systems. DeKalb County and some of its municipalities have approved solar farms that produce energy for sale to the grid. The Town of Cortland could consider allowing solar farms within its municipal boundaries or planning area. Some of the vacant parcels may be well-suited for this use and the Town could choose to address this possibility proactively rather than when a project is proposed. Solar farms may also be established as either a long-term use or an interim use.

Wind Energy

Similar to solar energy, Cortland's Zoning Code provides standards for wind energy, including wind turbines. This includes compliance with FAA regulations given the proximity to DeKalb Taylor Municipal Airport. While zoning standards cover small wind energy conversion systems (SWECS), the Town may seek to update its standards to cover wind farms that may take up larger parcels of land.

Electric Vehicles

One of the Access and Mobility objectives is to "support sustainable transportation such as electric vehicles." Another Zoning Code update should include the addition of regulations for electric vehicle charging stations and other infrastructure. Future research would be needed to understand the impacts of electric vehicles and related infrastructure on existing gas stations and how to reuse gas station sites.

COMMUNITY DESIGN PRINCIPLES

Cortland's 2007 Comprehensive Plan included a set of community design principles and strategies intended to enhance the physical form and appearance of the community, preserve the agrarian roots of the town, and protect the natural environment. As the 2007 Plan indicated, the community design principles "are a record of the physical form of Cortland and its neighborhoods, today... [but] not a yearning for nostalgia, nor an exclusionary strategy."

The original set of community design principles formed out of the results of an image preference survey and community planning charrette. These interactive outreach activities were designed to identify the design principles that reflected the accepted standards and desires of the Cortland community.

The 2022 Comprehensive Plan continues to support these community design principles and underlying strategies, which are summarized below and on the next page (with minor revisions to the original). They still reflect the type of community envisioned in the vision statement, goals, and plan elements. While the Comprehensive Plan elements help to achieve these design principles and strategies, follow-up efforts will also help to meet these ends. Such follow-up efforts include updating the Zoning Code and other municipal ordinances, preparing a new Town Strategic Plan, and coordinating a full-fledged set of architectural, streetscape, and landscape design guidelines. The goals, objectives, and strategies outlined in Chapter 5 will also serve as a beneficial guide.

The complete set of community design principles and strategies from the 2007 Plan are provided in the Appendix.

1 PRINCIPLE ONE

Pedestrian scale shall be the common denominator in neighborhood development in Cortland to create a positive comfortable public realm and facilitate interaction among neighborhood residents.

STRATEGY 1.1:

Human Scale Proportions and Perceptions

STRATEGY 1.2:

Semi-Public and Private Spaces

STRATEGY 1.3:

Community Spaces

STRATEGY 1.4:

A Mix of Houses and People

STRATEGY 1.5:

Person-to-Person Interaction

STRATEGY 1.6:

Walking and the Pedestrian

2 PRINCIPLE TWO

Neighborhood development in Cortland must complement the natural features of the landscape and respect the natural and man-made environment.

STRATEGY 2.1:

Indigenous Vegetation

STRATEGY 2.2:

Responsible Stormwater Management

STRATEGY 2.3:

Balanced Interface between Agriculture and Neighborhood Development

STRATEGY 2.4:

Suitable Land Development

STRATEGY 2.5:

Walking and Biking

3 PRINCIPLE THREE

Neighborhoods in Cortland, and all development within them, shall be designed along pedestrian dimensions and distances through compact form, layout, and streetscape characteristics.

STRATEGY 3.1:

Neighborhood Size and Function based on Walking Scale

STRATEGY 3.2:

Intensity of Uses

STRATEGY 3.3:

Transit Linkages to Expand Pedestrianism

STRATEGY 3.4:

A Network of Sidewalks

STRATEGY 3.5:

Continuity in the Streetscape and Built Environment

STRATEGY 3.6:

Sidewalk Width

STRATEGY 3.7:

Security in Pedestrian Realm

STRATEGY 3.8:

Sidewalk Edges

STRATEGY 3.9:

Street Lights and Furniture

STRATEGY 3.10:

Signs

STRATEGY 3.11:

Bicycle Paths





4 PRINCIPLE FOUR

Open spaces of all types and sizes for visual and aesthetic qualities, recreational, ecological, agricultural and economic functions shall be provided within, as well as on the periphery of, neighborhoods and the Town.

STRATEGY 4.1:

Rear Yards

STRATEGY 4.2:

Front Yards

STRATEGY 4.3:

Public Spaces

STRATEGY 4.4:

Active and Passive Recreation

STRATEGY 4.5:

Peripheral Spaces

STRATEGY 4.6:

The Parkway (Tree Bank)

5 PRINCIPLE FIVE

Cortland must have a central core or focus. Every neighborhood in Cortland must have a core or community focus.

STRATEGY 5.1:

Neighborhood Core

STRATEGY 5.2:

Location

STRATEGY 5.3:

Balanced Land Use

STRATEGY 5.4:

Design

- Building scale
- Building height
- Site design
- Parking
- Retail street frontage
- Architectural details

6 PRINCIPLE SIX

Streets create the form and scale of the community and must accommodate the pedestrian, bicycle, and the motor vehicle.

STRATEGY 6.1:

Streets with a Positive Community Image

STRATEGY 6.2:

Interconnected Street Network

STRATEGY 6.3:

Hierarchy of Streets

STRATEGY 6.4:

Alleys

STRATEGY 6.5:

Design Features

7 PRINCIPLE SEVEN

Variation within the design conformity creates the most visually positive communities.

STRATEGY 7.1:

Variety and Variation in Neighborhoods

- Lot width
- Lot depth
- Blocks
- Alleys
- Build-to lines
- Build-up lines
- Non-residential uses
- Housing types

8 PRINCIPLE EIGHT

A mix of land uses, housing, jobs, and incomes creates a more balanced community, reduces traffic and maintenance costs, and better fiscal balance for Cortland.

STRATEGY 8.1:

Mixed and Multiple Uses

STRATEGY 8.2:

Housing Above Retail

STRATEGY 8.3:

Housing Mix

STRATEGY 8.4:

Attainable Housing

STRATEGY 8.5:

Land Use Boundaries

STRATEGY 8.6:

Large Floor Area Uses

9 PRINCIPLE NINE

Cortland is committed to maintaining its character and quality of place and the character and quality of place within its individual neighborhoods.

STRATEGY 9.1:

Property Maintenance Codes

STRATEGY 9.2:

Preservation of Cortland's Heritage

STRATEGY 9.3:

Sense of Security

STRATEGY 9.4:

High Level of Public Maintenance

Item 10.

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CHAPTER 5

Implementation

Cortland has taken a major step towards realizing its vision by updating its a comprehensive plan. Implementing the plan is the next step. Careful consideration of the plan's guidelines during all relevant deliberations by Town officials is the next step to implement the plan.

The Implementation Plan in this chapter takes the goals and objectives from Chapter 3 a few steps further by adding recommended strategies that help to activate the plan with projects and tasks the Town can take to implement the plan. Potential resources are also listed to provide further guidance for Town officials and local partners.

The plan was developed at a point in time with the knowledge that changing conditions may make revisions necessary. The Town should be open to amending the plan to continually position the community for progress. Periodically, often every five years, the plan should be reviewed in its entirety and an update prepared to respond to significant changes to community conditions, needs, and priorities.



KEY PARTNERS FOR PLAN IMPLEMENTATION

Achieving Cortland's vision will be more likely if key partners come together to implement the plan. These key players and their roles are briefly described below.

TOWN BOARD OF TRUSTEES

The Board of Trustees sets Town policy. Their approval is necessary to establish ordinances, allocate funds, enter contracts, and take other actions. Trustees should be familiar with the plan and consider whether proposed actions will move the Town towards achieving its vision.

PLANNING COMMISSION

The Planning Commission makes recommendations regarding the growth and development of the community. Planning Commissioners are specifically charged with considering whether proposals align with the Town's plan. Planning Commissioners should be familiar with the plan and refer to it regularly in their deliberations. In addition, Commissioners should educate developers and others who come before them on the relevance of the plan and encourage applicants to create proposals that enhance the Town's ability to achieve its vision.

RESIDENTS

It is important that residents support the plan and are involved in its implementation. The Town should make it easy for residents to be well informed on planning related issues and encourage them to participate in discussions, workshops, and other opportunities. Additionally, residents can lead the implementation of specific elements of the plan by serving on committees, raising funds, sharing information with their neighbors, volunteering their time, and sharing their expertise.

BUSINESS COMMUNITY

Local businesses can support plan implementation by communicating their needs to Town officials. Business success is critical to the Town's overall success, and communication between the private and public sector is the first step in developing a business-friendly environment. Local financial institutions can support the plan through financing of projects that align with it. Corporations can support the plan through their own site development and growth plans and by supporting projects the Town undertakes. Real estate professionals and developers should be mindful of the kinds of projects that align with the plan.

DEKALB COUNTY

The Town should work closely with the County to coordinate growth efforts. The County can provide technical support valuable to the Town. The County's Comprehensive Economic Development Strategy (CEDS) and the Town's comprehensive plan should be mutually supportive.



IMPLEMENTATION PLAN

1: Growth & Development

GOAL | Cortland will grow in an intentional and cohesive manner.

| | |
|---|---|
| OBJECTIVE 1.1 PRIORITY: ● HIGH | Guide Cortland's growth in accordance with the comprehensive plan to avoid haphazard or piecemeal development. |
| STRATEGY 1.1A: Make the Comprehensive Plan easily available on the Town website for access by developers, real estate professionals, and the general public. STRATEGY 1.1B: Educate the Planning Commission and Town Board on how to consult the Comp Plan as part of their regular order of business. | RESOURCES: <ul style="list-style-type: none"> • Web design support from NIU 40TUDE students [LINK] • APA Illinois Commissioner Training [LINK] |
| OBJECTIVE 1.2 PRIORITY: ● HIGH | Support a diverse population. |
| STRATEGY 1.2A: Encourage diversity in the Town Board, committees, and commissions. STRATEGY 1.2B: Include diverse representation in Town visuals. STRATEGY 1.2C: Plan facilities and services that support a diverse range of ages, abilities, and lifestyles. | RESOURCES: <ul style="list-style-type: none"> • Town statement supporting diversity • Updated recruitment and application processes for Town officials and appointees to encourage diversity • AARP Livable Communities best practices [LINK] |
| OBJECTIVE 1.3 PRIORITY: ● HIGH | Collaborate with schools and other public service providers and utilities to match capacity with population growth. |
| STRATEGY 1.3A: Communicate regularly with the school district, fire district, and other service providers as proposed developments go through the Town review and approval process. STRATEGY 1.3B: Establish a schedule for service expansion. | RESOURCES: <ul style="list-style-type: none"> • Checklist for outside review on major projects • Annual State of the Town to review the past year's major developments and projects and preview upcoming ones [LINK] |
| OBJECTIVE 1.4 PRIORITY: ● HIGH | Balance growth to maintain a small-town character. |
| STRATEGY 1.4A: Review impacts of proposed developments on population growth, school enrollment, scale of development, etc. | RESOURCES: <ul style="list-style-type: none"> • ULI Chicago's Building Health 21st Century Equitable Development Principles and Scorecard [LINK] |
| OBJECTIVE 1.5 PRIORITY: ● MEDIUM | Build out existing incomplete and platted residential subdivisions. |
| STRATEGY 1.5A: Investigate obstacles to completion and ease where possible. STRATEGY 1.5B: Explore potential to consolidate certain parcels that may hold potential to include duplexes, triplexes, or other multi-family options to diversify the housing stock. | RESOURCES: <ul style="list-style-type: none"> • Coordination with owners of incomplete subdivisions • Identification of areas that may be appropriate to build non-single family housing options or large lot subdivisions |
| OBJECTIVE 1.6 PRIORITY: ● MEDIUM | Pursue annexation where appropriate. |
| STRATEGY 1.6A: Investigate annexation costs and benefits and prioritize parcels. STRATEGY 1.6B: Collaborate with adjacent municipalities to update boundary agreements. | RESOURCES: <ul style="list-style-type: none"> • APA Annexation Studies [LINK] • Annexation Guide (Municipal Research and Services Center of Washington) [LINK] |

Continued on next page

IMPLEMENTATION PLAN

1: Growth & Development

GOAL | Cortland will grow in an intentional and cohesive manner.

| | |
|--|--|
| OBJECTIVE 1.7 PRIORITY: ● LOWER | Serve as an example of a sustainable community. |
| STRATEGY 1.7A: Include appropriate regulations regarding sustainable development when updating the Zoning Code, e.g., native landscaping, stormwater management best practices, permeable paving materials, reduction of impervious surfaces, etc. STRATEGY 1.7B: Identify potential locations for pilot installation projects for bioswales, natural detention ponds, parking lots using permeable pavers, etc. STRATEGY 1.7C: Identify potential locations suitable for large scale renewable energy projects, such as solar farms and wind farms | RESOURCES: <ul style="list-style-type: none"> • APA Climate Change Resources [LINK] • Sustainable Development Code [LINK] |
| OBJECTIVE 1.8 PRIORITY: ● LOWER | Develop infill sites. |
| STRATEGY 1.8A: Identify key sites and desired uses. STRATEGY 1.8B: Ensure appropriate uses are identified as permitted or special uses on potential infill sites when updating the Zoning Code. STRATEGY 1.8C: Facilitate development on infill sites. | RESOURCES: <ul style="list-style-type: none"> • APA Infill Development Resources [LINK] |

2: Housing

GOAL | Cortland will offer a variety of housing to meet different needs.

| | |
|---|--|
| OBJECTIVE 2.1 PRIORITY: ● HIGH | Balance renter and owner-occupied units. |
| STRATEGY 2.1A: Ensure a range of residential uses are identified as permitted or special uses when updating the Zoning Code. STRATEGY 2.1B: Coordinate with neighboring municipalities to conduct a regional housing study to identify needs and market potential. | RESOURCES: <ul style="list-style-type: none"> • Village of Wauconda 2021 Building Code Update [LINK] • CMAP Homes for a Changing Region [LINK] • Coordination with DeKalb and Sycamore |
| OBJECTIVE 2.2 PRIORITY: ● MEDIUM | Consider large lot subdivisions and larger homes. |
| STRATEGY 2.2A: Identify appropriate locations. STRATEGY 2.2B: Ensure residential zoning districts properly allow for large lot homes when updating the Zoning Code. | RESOURCES: <ul style="list-style-type: none"> • APA Minimum Requirements for Lot and Building Size PAS Report [LINK] |

IMPLEMENTATION 1.5

Item 10.

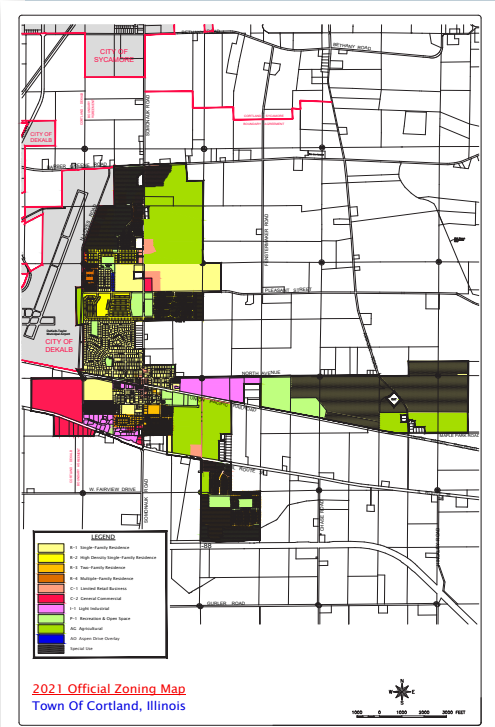


UPDATING THE ZONING CODE & MAP

Several of the strategies summarized in the Implementation Plan relate to updating the Town's Zoning Code and Zoning Map to align with plan recommendations. Typically, this process to update the Zoning Code and Zoning Map is one of the first steps to follow the adoption of the Comprehensive Plan. While the Future Land Use Plan and other recommendations in the Comprehensive Plan serve as a framework to guide growth and development in Cortland, the Zoning Code provides the legally enforceable regulations that guide how property owners can use, develop, and improve their land.

The strategies relating to updating the Zoning Code include:

- Strategy 1.7A: Sustainable development
- Strategy 1.8B: Special uses on infill sites
- Strategy 2.1A: Diverse residential uses
- Strategy 2.2B: Large lot homes
- Strategy 3.6A: Electric vehicles
- Strategy 4.7B: Uses on landfill site
- Strategy 7.2B: Uses on old school site
- Strategy 8.1A: Native plantings
- Strategy 8.2A: Conservation development
- Strategy 8.3A: Prairie restoration



IMPLEMENTATION PLAN

3: Access & Mobility

GOAL | Cortland will be well connected internally and with neighboring communities through a variety of mobility options.

| | |
|---|---|
| OBJECTIVE 3.1 PRIORITY: ● HIGH | Build an interconnected trail network. |
| STRATEGY 3.1A: Develop a phasing plan to prioritize buildout of trail segments. STRATEGY 3.1B: Apply for grant funds. | RESOURCES: • Illinois Trails Grant Programs [LINK] |
| OBJECTIVE 3.2 PRIORITY: ● HIGH | Prioritize and phase sidewalk improvements in the Town's annual capital improvement plan. |
| STRATEGY 3.2A: Identify sidewalks that need improvement and any gaps in the sidewalk network. STRATEGY 3.2B: Develop a phasing plan to prioritize sidewalk improvements over time. | RESOURCES: • AARP Walk Audit Tool Kit [LINK] |
| OBJECTIVE 3.3 PRIORITY: ● HIGH | Promote a healthy lifestyle for all residents. |
| STRATEGY 3.3A: Consider walkability in plan reviews. STRATEGY 3.3B: Build out bike infrastructure around town, including on-street bike lanes, shared use on trails, bike racks in commercial areas and parks, etc. | RESOURCES: • APA Metrics for Planning Healthy Communities PAS Report [LINK] • AARP Walkability Resources [LINK] |
| OBJECTIVE 3.4 PRIORITY: ● MEDIUM | Examine transportation connections in the region. |
| STRATEGY 3.4A: Coordinate trail connections to the regional trail network. STRATEGY 3.4B: Participate in County-wide transportation planning efforts, including future updates to the 2019 DSATS Active Transportation Plan. | RESOURCES: • DSATS Active Transportation Plan [LINK] |
| OBJECTIVE 3.5 PRIORITY: ● MEDIUM | Support public transportation options such as a park and ride facility. |
| STRATEGY 3.5A: Coordinate informational meetings with the RTA, Metra, Pace, and other transit providers to learn details. STRATEGY 3.5B: Conduct a survey of Cortland and other DeKalb County communities to gauge interest in a park and ride facility. | RESOURCES: • RTA Programs and Projects [LINK] • RTA Access & Parking Strategies for TOD [LINK] • Metra Information [LINK] • PaceBus Information [LINK] |
| OBJECTIVE 3.6 PRIORITY: ● LOWER | Support sustainable transportation such as electric vehicles. |
| STRATEGY 3.6A: Include appropriate regulations for electric vehicle charging stations when updating the Zoning Code. STRATEGY 3.6B: Identify locations to set up initial set of electric vehicle charging stations. | RESOURCES: • Community Planning Guide for Electric Vehicles [LINK] |

IMPLEMENTATION PLAN

4: Economic Development

GOAL | Cortland will prosper as a community by attracting new businesses and growing existing businesses.

| | |
|---|--|
| OBJECTIVE 4.1 PRIORITY: ● HIGH | Attract retail along Somonauk Road and Route 38. |
| STRATEGY 4.1A: Work with local realtors to provide a summary of site data for available sites that developers typically seek when evaluating potential sites. STRATEGY 4.1B: List available sites on the Town's website. STRATEGY 4.1C: Consider unique uses not present in the DeKalb area that might draw visitors to Cortland. | RESOURCES: <ul style="list-style-type: none"> • ULI Chicago Building Healthy 21st Century Retail [LINK] • Rooster Ag, Inc. Owner Joe Ludwig, 630-774-5887 [LINK] • DCEDC Available Sites Website [LINK] • Funway in Batavia [LINK] |
| OBJECTIVE 4.2 PRIORITY: ● HIGH | Pursue growth that enhances the tax base. |
| STRATEGY 4.2A: Require a fiscal analysis to accompany all development proposals. | RESOURCES: <ul style="list-style-type: none"> • City of Reno Fiscal Impact Analysis Guidelines Memo [LINK] |
| OBJECTIVE 4.3 PRIORITY: ● HIGH | Encourage the growth of existing and small businesses |
| STRATEGY 4.3A: Connect businesses with technical assistance. STRATEGY 4.3B: Explore the creation of a small business incubator. | RESOURCES: <ul style="list-style-type: none"> • DeKalb County Business Incubator [LINK] • Kishwaukee Small Business Development, sbdc@kish.edu [LINK] • Fox Valley SCORE Entrepreneur and Small Business Support [LINK] |
| OBJECTIVE 4.4 PRIORITY: ● MEDIUM | Consider environmental impact of proposed businesses. |
| STRATEGY 4.4A: Prioritize health & welfare over possible business revenue. | RESOURCES: <ul style="list-style-type: none"> • APA Metrics for Planning Healthy Communities [LINK] |
| OBJECTIVE 4.5 PRIORITY: ● MEDIUM | Leverage proximity of the airport and its growth potential. |
| STRATEGY 4.5A: Identify potential aviation-themed businesses to attract near the airport, e.g., skydiving, flight schools, air tours, aviation-themed restaurant, etc. STRATEGY 4.5B: Coordinate with Amazon and other emerging businesses in the region to discuss how airport access may serve them. | RESOURCES: <ul style="list-style-type: none"> • DeKalb Taylor Municipal Airport. Renee Riani, Airport Manager, 815-748-8102 [LINK] • DeKalb County Economic Development Corporation (DCEDC), guidance on airport related development [LINK] • 2022 Illinois Aviation Systems Plan [LINK] |
| OBJECTIVE 4.6 PRIORITY: ● MEDIUM | Prioritize light industrial and research and development businesses. |
| STRATEGY 4.6A: Research industrial and R&D uses that benefit from locating near an Amazon facility and other emerging businesses in the region. STRATEGY 4.6B: Coordinate with NIU to identify the types of businesses that may benefit from being located close to a university offering research partnerships, student internships, etc. | RESOURCES: <ul style="list-style-type: none"> • APA Planning for Freight Logistics and Industrial Development: Lessons Learned (Video) [LINK] |
| OBJECTIVE 4.7 PRIORITY: ● LOWER | Maintain communication with DeKalb County to evaluate long term status of the existing landfill. |
| STRATEGY 4.7A: Discuss potential options for long term use of the landfill site, including coordination with DeKalb County and others involved in the landfill's operation. STRATEGY 4.7B: Evaluate the implications of potential annexation of the landfill site and any Zoning Code amendments that may be needed to support the site to remain as a landfill or reuse in different forms. | RESOURCES: <ul style="list-style-type: none"> • Landfill Article: What Happens When a Landfill Is Full? [LINK] • Settler's Hill Landfill End Use Plan [LINK] [LINK] |



IMPLEMENTATION PLAN

5: Communications

GOAL | Cortland will encourage growth and development through outstanding communication.

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| OBJECTIVE 5.1 PRIORITY: ● HIGH | Develop a communications plan to attract business and industry to Cortland. |
| STRATEGY 5.1A: Identify opportunities for Town officials to promote Cortland. STRATEGY 5.1B: Post summary of site data for available sites that developers typically seek when evaluating potential sites. | RESOURCES: <ul style="list-style-type: none"> • International Council of Shopping Centers [LINK] • Illinois Municipal League [LINK] • Highland Park Communication Plan Example [LINK] • DeKalb County Economic Development Corporation (DCEDC) Sites and Buildings Inventory [LINK] |
| OBJECTIVE 5.2 PRIORITY: ● MEDIUM | Establish and maintain easy two-way communications channels with Town government for business- and residents. |
| STRATEGY 5.2A: Establish and regularly update Town social media accounts. STRATEGY 5.2B: Develop a monthly or quarterly Town newsletter in digital and printed formats. STRATEGY 5.2C: Continue periodic Coffee with Town Officials events to provide informal forums for community interaction. STRATEGY 5.2D: Have a Town booth at community events where information is available and volunteers can answer questions/note comments. | RESOURCES: <ul style="list-style-type: none"> • Survey responses indicate preferred means of contact: <ul style="list-style-type: none"> - Social media (70%) - Direct Email (48%) - Town Website (47%) - US Postal Service (44%) • Town newsletter examples <ul style="list-style-type: none"> - Village of Maple Park, IL [LINK] - Village of Malta, IL [LINK] - City of DeKalb, IL [LINK] |
| OBJECTIVE 5.3 PRIORITY: ● MEDIUM | Make information on potential development available on the Town's website. |
| STRATEGY 5.3A: Provide a summary sheet or site plan for proposed developments. STRATEGY 5.3B: Properly link project information to related Planning Commission and Town Board meeting packets. | RESOURCES: <ul style="list-style-type: none"> • City of Geneva Development Projects [LINK] • Online inventory of municipal meeting agendas and minutes [LINK] |

6: Utilities

GOAL | Cortland will ensure its utilities efficiently meet the needs of the community.

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| OBJECTIVE 6.1 PRIORITY: ● HIGH | Coordinate utility projects to save on future infrastructure expenses. |
| STRATEGY 6.1A: Partner with other communities and districts to coordinate services and resources. STRATEGY 6.1B: Assess the impact of proposed developments on existing utilities infrastructure. | RESOURCES: <ul style="list-style-type: none"> • CMAP Infrastructure Coordination Resources [LINK] • ASCE 2022 Report Card for Illinois Infrastructure [LINK] |
| OBJECTIVE 6.2 PRIORITY: ● HIGH | Fill in gaps in high-speed internet service to ensure all homes, businesses, and public buildings have reliable access. |
| STRATEGY 6.2A: Coordinate with existing and future businesses to identify internet service needs. STRATEGY 6.2B: Work with internet service providers to improve service, expand coverage, and offer up-to-date plans. | RESOURCES: <ul style="list-style-type: none"> • iFiber: High Speed Internet for Northwest Illinois [LINK] • State of Illinois Broadband Expansion [LINK] |

IMPLEMENTATION PLAN

7: Community Facilities

GOAL | Cortland will focus its community facilities on meeting the needs of all residents and strengthening key locations.

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| OBJECTIVE 7.1 PRIORITY: ● HIGH | Provide equitable distribution of parks and recreation facilities. |
| STRATEGY 7.1A: Ensure total amount of park space meets or exceeds national standards (1.1 acres of park space per 1,000 residents). STRATEGY 7.1B: Ensure proposed residential developments provide for park or open space, including trail connections. STRATEGY 7.1C: Create parks and recreation facilities that accommodate different age groups. | RESOURCES: <ul style="list-style-type: none"> • AARP Livable Parks Tool Kit [LINK] • OSLAD Open Space Grants [LINK] |
| OBJECTIVE 7.2 PRIORITY: ● HIGH | Assess the future use of the former school site. |
| STRATEGY 7.2A: Evaluate viable site redevelopment options. STRATEGY 7.2B: Ensure appropriate uses are identified as permitted or special uses for the former school site when updating the Zoning Code. | RESOURCES: <ul style="list-style-type: none"> • Adaptive Reuse School Site Examples [LINK] • APA Advancing Active Living through Adaptive Reuse [LINK] • A Case for Reusing Old School Buildings [LINK] |
| OBJECTIVE 7.3 PRIORITY: ● MEDIUM | Strengthen town core as a focal point for the community. |
| STRATEGY 7.3A: Prepare an updated plan for the town core. STRATEGY 7.3B: Prioritize town core as a preferred location for public facilities. | RESOURCES: <ul style="list-style-type: none"> • Creating Resilient and Vibrant Downtowns [LINK] • USDA Downtown Revitalization Resources [LINK] |
| OBJECTIVE 7.4 PRIORITY: ● LOWER | Provide an indoor gathering space for community and private events. |
| STRATEGY 7.4A: Identify potential sites that accommodate gathering spaces. STRATEGY 7.4B: Coordinate public-private partnership to build out the space. | RESOURCES: <ul style="list-style-type: none"> • Old Elburn Hall Event Center [LINK] |

8: Natural Resources

GOAL | Cortland will work with the area's native attributes to preserve natural resources.

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| OBJECTIVE 8.1 PRIORITY: ● HIGH | Encourage native landscaping for storm water management. |
| STRATEGY 8.1A: Ensure a range of native plant types are permitted when updating the landscape requirements of the Zoning Code. STRATEGY 8.1B: Encourage native landscaping when reviewing planting materials for proposed developments. | RESOURCES: <ul style="list-style-type: none"> • Tri-County RPC Stormwater Best Management Practices [LINK] • Lake County Streams and Stormwater Facilities Guide [LINK] • Illinois Dept of Natural Resources Plant List Guide [LINK] |
| OBJECTIVE 8.2 PRIORITY: ● HIGH | Preserve existing natural areas. |
| STRATEGY 8.2A: Consider adding conservation development standards that provide better protections for natural areas and properly integrate them into developments when updating the Zoning Code. | RESOURCES: <ul style="list-style-type: none"> • USDA Conservation Practice Standards [LINK] • CMAP Conservation Design Resource Manual [LINK] • APA Farm Protection Guide [LINK] |
| OBJECTIVE 8.3 PRIORITY: ● MEDIUM | Investigate prairie restoration. |
| STRATEGY 8.3A: Consider integration of prairie restoration best practices when updating the Zoning Code. STRATEGY 8.3B: Identify locations for pilot prairie restoration projects. | RESOURCES: <ul style="list-style-type: none"> • Examples of Northern Illinois Prairie Restoration [LINK] • Illinois Dept of Natural Resources Prairies List [LINK] • Illinois Dept of Natural Resources Prairies Resources [LINK] |



IMPLEMENTATION PLAN

9: Agriculture Preservation

GOAL | Cortland will preserve its agricultural assets.

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| OBJECTIVE 9.1 PRIORITY: ● MEDIUM | Identify agricultural buildings with reuse potential. |
| STRATEGY 9.1A: Create an inventory of all vacant or underutilized agricultural buildings. STRATEGY 9.1B: Work with building owners to explore potential adaptive reuse, e.g., event spaces, agricultural education spaces, food establishments, etc. | RESOURCES: <ul style="list-style-type: none"> • Maple Park Wiltse's Farm [LINK] • Kane County Barn Event Venue [LINK] • Naperville Green Barn [LINK] • Waterman Mora Farm [LINK] • Elburn Heritage Prairie Farm [LINK] • Aurora Blackberry Farm [LINK] |
| OBJECTIVE 9.2 PRIORITY: ● LOWER | Preserve agricultural land. |
| STRATEGY 9.2A: Educate owners on preservation options. STRATEGY 9.2B: Create an inventory of all agricultural land that should be preserved for: (a) active farming, (b) open space conservation, or (c) potential development. Develop a monthly or quarterly Town newsletter in digital and printed formats. | RESOURCES: <ul style="list-style-type: none"> • Illinois Department of Agriculture Farmland Protection [LINK] • American Farmland Trust [LINK] |



Appendix

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|---------------------------------------|-----------|
| Complete Demographic Analysis | A1 |
| Future Land Use Plan Scenarios | A2 |
| Scenario A | |
| Scenario B | |
| Scenario C | |
| Community Design Principles | A3 |
| From 2007 Comprehensive Plan | |

Item 10.