

**AGENDA**  
**Administrative-Finance Committee**  
**September 2, 2025**  
**6:00 p.m. – City Hall Conference Room**

- 1. Call to Order**
- 2. Public Comment**
- 3. New Business**
  - a. A motion approving a contract extension, year 5, with Eco Clean Maintenance, Inc. to provide janitorial services for the City of Darien in an amount not to exceed \$31,400.**
  - b. Presentation – Draft FYE 25 Annual Financial Report**
  - c. FYE 25 Audit to Budget Comparison**
  - d. Approval of Minutes – August 4, 2025**
- 4. Other Business**
- 5. Next Meeting – October 6, 2025**
- 6. Adjournment**

**AGENDA MEMO**  
**Administrative Finance Committee**  
**September 2, 2025**

**ISSUE STATEMENT**

A motion approving a contract extension, year 5, with Eco Clean Maintenance, Inc. to provide janitorial services for the City of Darien in an amount not to exceed \$31,400.

**BACKGROUND/HISTORY**

Back in 2021 the City of Darien requested bids which included optional contract extensions. For the past 48 months, Eco Clean Maintenance, Inc. has provided janitorial services for the City, including Public Works, Police Department and City Hall. The City is satisfied with the service provided by Eco Clean Maintenance, Inc.

The total monthly increase is minimal, \$97.00 per month, which is still the least expensive from the bid tab. The FYE 26 budget for Cleaning/Janitorial Services is split as follows:

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET FYE26	YEARLY COST
10-4345	Janitorial Services (75% split)	24,500	23,316
10-4345	Miscellaneous Cleaning	1,000	1,000
50-4345	Janitorial Services (25% split)	5,900	6,744
	TOTAL	31,400	31,060

**STAFF/COMMITTEE RECOMMENDATION**

Staff recommends approval of a resolution authorizing a one contract extension with Eco Clean Maintenance Inc.

**ALTERNATE CONSIDERATION**

As directed.

**DECISION MODE**

This item will be placed on the September 2, 2025 City Council Agenda for approval.

**PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE  
COUNTY, ILLINOIS, this 2<sup>nd</sup> day of September 2025.**

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_



August 14<sup>th</sup>, 2025

City of Darien  
1702 Plainfield Road  
Darien, IL 60561

**RE: Contract Extension – September 1st, 2025 to August 31<sup>st</sup>, 2026**

Dear Lisa Klemm,

Eco Clean Maintenance, Inc. appreciates the continued opportunity to provide janitorial and maintenance services for your facilities and thank you for your ongoing partnership. We propose a modest monthly increase of \$97 for an additional one-year contract extension. This will help accommodate increased operational costs.

The new monthly cost per facility as of September 1st, 2025 will be as follows:

- City Hall: \$747
- Police Department: \$1,196
- Public Works: \$562

**Total Monthly Cost September 1<sup>st</sup>, 2025 through August 31<sup>st</sup>, 2026=\$2,505**

The above referenced prices include:

ALL LABOR & CHEMICALS

ALL EQUIPMENT

ALL SUPERVISION

*Dylan Meyer*

Dylan Meyer,

On behalf of Eco-Clean Maintenance, Inc.

**BID PROPOSAL  
FOR  
CITY OF DARIEN  
BY  
ECO CLEAN MAINTENANCE, INC.**



## **ECO CLEAN MAINTENANCE, INC.**

June 25th, 2021

City of Darien  
1702 Plainfield Rd  
Darien, IL 60561

### **Re: Janitorial Services Proposal**

To whom this may concern:

I would like to take this opportunity to introduce our company. We are a commercial janitorial company specializing in providing state of the art janitorial services to companies with diversified requirements. We are very confident that our extremely competitive rates and the highest standard of services in the industry could be an added benefit to your company.

*QUALITY CONTROL AND EXCELLENT ON PREMISES SUPERVISION* are only two of a long list of reasons that separate us from our competition.

In *Eco Clean Maintenance, Inc.* we believe that we offer outstanding customer service and satisfaction that our clients deserve, expect and will receive.

I would appreciate a few moments from your busy schedule to present to you what sets us ahead of the competition and provide you with our competitive rates.

Thank you for your time.

**YOUR SATISFACTION MEANS OUR SUCCESS!**

Truly yours,

Dylan Meyer  
Sales Manager  
Eco Clean Maintenance, Inc.  
773-616-9009

**REQUEST FOR PROPOSAL (RFP)**  
**FOR**  
**MUNICIPAL FACILITY CLEANING SERVICES**  
**FOR**  
**THE CITY OF DARIEN**

**City Facilities Included in Request:**

**City Hall – 1702 Plainfield Road**

**Police Department – 1710 Plainfield Road**

**Public Works – 1041 S. Frontage Road**

**Pre-Proposal Meeting, Monday, July 12, 2021 – 10:00 a.m.**

**Proposal Due Tuesday, July 20, 2021 – 10:00 a.m.**

## **PART 1 – GENERAL TERMS AND CONDITIONS**

### **1. INTENT**

It is the intent of the City of Darien, to solicit bids from qualified vendors to furnish all supervision, labor, janitorial supplies, consumable materials, tools, and equipment necessary to complete all cleaning and janitorial services in a workmanlike and acceptable manner at three (3) City-owned facilities, which locations are in DuPage County, within the corporate limits of the City of Darien, Illinois.

### **2. MANDATORY PRE-BID MEETING:**

Failure to attend the pre-bid meeting will result in disqualification from the bid process. The pre-proposal meeting will be held in the City Hall Conference Room, 1702 Plainfield Road (630) 852-5000, on the date and time shown on the cover page of these Specifications and Proposal Documents.

### **3. AWARD**

Award shall be made to the lowest responsive and responsible bidder who best meets the specifications including financial capacity to perform, experience and qualifications performing similar work, and scheduling based upon the evaluation criteria specified herein.

The City of Darien reserves the right to reject any or all bids, waive technicalities, and to award in part or in whole or not award any portion of the bid, whatever is deemed to be in the best interest of the City.

This contract is a non-exclusive contract with the City of Darien. The City reserves the right to use other contractors or its own employees to perform work similar to that being performed under the terms of this contract. Performance of work by others shall be considered consistent with the terms of this contract and shall not be construed as cause for the Contractor to cease performance of work as directed.

### **4. FAMILIARITY**

Bidders are responsible to verify and become familiar with all conditions, instructions and specifications governing this contract. Before submission of a bid, Bidders are advised to 1) Inspect the site(s) of the proposed work and become familiarized with all the site conditions that may affect the performance of the work; and 2) Review all General Conditions, Specifications, and details provided with these bid documents.

### **5. BIDDER QUALIFICATIONS AND EVALUATION CRITERIA**

To be considered for award of a contract, Bidders must demonstrate the capability to provide services required in accordance with these bid specifications. This includes:

- A. Attendance at Mandatory Pre-Bid Meeting
- B. Bid pricing
- C. Compliance with specifications
- D. References
- E. Not currently suspended from participation in any Local, State or Federal Projects

### **6. ADDENDA AND REQUESTS FOR INFORMATION**

Any and all changes to these specifications are valid only if they are included by written Addendum to All Bidders. No interpretation of the meaning of the plans, specifications or other contract documents will be made orally. Failure of any bidder to receive any such addendum or interpretation shall not relieve the bidder from obligation under this bid as submitted. All addenda so issued shall become part of the bid documents. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused a bidder to improperly submit a bid.

**7. PREVAILING WAGE/CERTIFIED PAYROLL REQUIREMENTS (Public Act 94-0515)**

N/A

**8. EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS ACT (30 ILCS 570/)**

N/A

**9. ILLINOIS HUMAN RIGHTS ACT (775 ILCS 5/)**

In the event the Contractor's non-compliance with the provision of the Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Applicable Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

**10. WAIVER OF WORKERS COMPENSATION/OCCUPATIONAL DISEASE EXPENSE REIMBURSEMENT**

The Contractor agrees to waive any and all rights to reimbursement of workers' compensation expenses under Section 1(a)(4) of the Illinois Workers' Compensation Act (820 ILCS 305), and as amended; and the Contractor agrees to waive any and all rights to reimbursement of occupational disease expenses under Section 1(a)(3) of the Illinois Occupational Diseases Act (820 ILCS 310), and as amended.

**11. SUBCONTRACTORS**

If any Bidder intends on subcontracting out all or any portion of the engagement, that fact, and the name of the proposed subcontracting firm(s) must be clearly disclosed on the form provided herein (use additional sheets if necessary). Failure to identify subcontractors could result in disqualification.

In the event the Contractor requires a change of the subcontractor(s) identified, a written request from the Contractor and a written approval from the City of Darien is required.

Notwithstanding written consent to subcontract, the Contractor shall perform with the Contractor's own organization, work amounting to not less than fifty (50%) percent of the total contract cost, and with materials purchased or produced by the Contractor. A subcontractor shall be bound by the conditions of this contract and shall perform in accordance with all terms and specifications of the contract.

**12. CHANGE IN STATUS**

The Contractor shall notify the City immediately of any change in its status resulting from any of the following: (a) Contractor is acquired by another party; (b) change in greater than 5% ownership interest; (c) Contractor becomes insolvent; (d) Contractor, voluntarily or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act; (d) Contractor ceases to conduct its operations in the normal course of business. The City shall have the option to terminate its agreement with the Contractor immediately on written notice based on any such change in status.

**13. INVOICES, PAYMENTS, AND QUANTITIES**

Payment will be made by the City of Darien thirty (30) days after receipts of statement or invoice from Contractor for services rendered.

**14. INDEPENDENT CONTRACTOR**

The Contractor is an independent contractor and no employee or agent of the Contractor shall be deemed for any reason to be an employee or agent of the City.

**15. TERMINATION**

The City of Darien reserves the right to terminate this contract, or any part of this contract, upon ten (10) days written notice. In case of such termination, the Contractor(s) shall be entitled to receive payment for work completed to date in accordance with the terms and conditions of this contract. In the event that this contract is terminated due to Contractor's default, the City shall be entitled to purchase substitute items and/or services elsewhere and to charge the Contractor with any or all losses incurred, including attorney's fees and expenses.



**16. INSURANCE REQUIREMENTS**

The successful bidder ("Contractor") shall furnish, separately to the City of Darien, within ten (10) calendar days after being notified of the acceptance of bid, and shall maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

**MINIMUM SCOPE OF INSURANCE** – Coverage shall be at least as broad as:

Insurance Services Office Commercial General Liability occurrence form CG 0001 with the City of Darien named as additional insured on a primary and non-contributory basis. This primary, non-contributory additional insured coverage shall be confirmed through the following required policy endorsements:

- A. ISO Additional Insured Endorsement CG 20 10; and
- B. Owners and Contractors Protective Liability (OCP) policy with the City of Darien as insured; and
- C. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto."; and
- D. Workers' Compensation as required by the Workers' Compensation Act of the State of Illinois and Employers' Liability insurance.

**MINIMUM LIMITS OF INSURANCE** – Contractor shall maintain limits no less than the following:

- A. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, and property damage and \$1,000,000 per occurrence for personal injury. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000 or a project/contract specific aggregate of \$1,000,000.
- B. Owners and Contractors Protective Liability (OCP): \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
- C. Business Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- D. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.

**DEDUCTIBLES AND SELF-INSURED RETENTIONS** – Any deductibles or self-insured retentions must be declared to and approved by the City of Darien. At the option of the City of Darien, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City of Darien, its officials, employees, agents and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

**OTHER INSURANCE PROVISIONS** – The policies are to contain, or be endorsed to contain, the following provisions:

**A. General Liability and Automobile Liability Coverages**

- a. The City of Darien, its officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of the Contractor's work, including activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City of Darien, its officials, agents, employees and volunteers.
- b. The Contractor's insurance coverage shall be primary and non-contributory as respects the City of Darien, its officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City of Darien, its officials, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage

provided to the City of Darien, its officials, employees, agents and volunteers.

- d. The Contractor's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Contractor's insurance shall apply separately to each insured against who claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- e. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the Contractor shall be required to name the City of Darien, its officials, employees, agents and volunteers as additional insureds.
- f. All general liability coverages shall be provided on an occurrence policy form. Claims-made general liability policies will not be accepted.
- g. The contractor and all subcontractors hereby agree to waive any limitation as to the amount of contribution recoverable against them by City of Darien. This specifically includes any limitation imposed by any state statute, regulation, or case law including any Workers' Compensation Act provision that applies a limitation to the amount recoverable in contribution such as *Kotecki v. Cyclops Welding*.

**B. Workers' Compensation and Employers' Liability Coverage**

- a. The insurer shall agree to waive all rights of subrogation against the City of Darien, its officials, employees, agents and volunteers for losses arising from work performed by Contractor for the municipality.

**C. All Coverages**

- a. **No Waiver.** Under no circumstances shall the City of Darien be deemed to have waived any of the insurance requirements of this Contract by any act or omission, including, but not limited to
  - i. Allowing work by Contractor or any subcontractor to start before receipt of Certificates of Insurance and Additional Insured Endorsements.
  - ii. Failure to examine, or to demand correction of any deficiency, of any Certificate of Insurance and Additional Insured Endorsement received.
- b. Each insurance policy required shall have the City of Darien expressly endorsed onto the policy as a Cancellation Notice Recipient. Should any of the policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

**ACCEPTABILITY OF INSURERS** – Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.

**VERIFICATION OF COVERAGE** – Contractor shall furnish the City of Darien with certificates of insurance naming the City of Darien, its officials, employees, agents and volunteers as additional insureds, and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the City of Darien before any work commences. The City of Darien reserves the right to request full certified copies of the insurance policies and endorsements.

**SUBCONTRACTORS** – Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

**ASSUMPTION OF LIABILITY** – The contractor assumes liability for all injury to or death of any person or persons including employees of the contractor, any sub-contractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way arising out of any work performed pursuant to this agreement.

## **17. REGULATORY REQUIREMENTS**

Successful bidder must comply with all applicable laws, regulations, and rules promulgated by any Federal, State, County, Municipal and/or other governmental unit or regulatory body now in effect or which may be in effect during the performance of the work. Included within the scope of the laws, regulations, and rules referred to in this paragraph but in no way to operate as a limitation, are Occupational Safety & Health Act (OSHA), Illinois Department of Labor (IDOL), Department of Transportation, all forms of traffic regulations, public utility, Intrastate and Interstate Commerce Commission regulations, Workers' Compensation Laws, Prevailing Wage Laws, the Social Security Act of the Federal Government and any of its titles, the Illinois Department of Human Rights, Human Rights Commission, or EEOC statutory provisions and rules and regulations.

## **PART 2 – TECHNICAL TERMS AND SPECIAL PROVISIONS**

### **1. SCOPE OF WORK**

- 1.1. The successful bidder ("Contractor") shall furnish the necessary labor, equipment and materials required to provide a high level of janitorial services and cleaning in accordance with these contract terms, conditions and special provision. The bid shall include all costs associated with furnishing supervision, lead workers, labor, contractor-supplied materials, tools, consumable materials, and equipment necessary meet or exceed the quality standards described herein.
- 1.2. The Contractor shall become fully acquainted with the nature of the work, all sites at which work is to be accomplished, and the conditions affecting the cost and performance of work at these locations within the corporate limits of the City of Darien, which locations are in DuPage Counties, Illinois, and to be serviced as follows:
  - 1) City Hall, 1702 Plainfield Road – three (3) alternating days cleanings/week: Monday, Wednesday, Friday
  - 2) Police Station, 1710 Plainfield Road – five (5) consecutive days cleanings/week: Monday-Friday.
  - 3) Public Works, 1041 S. Frontage Road – five (5) consecutive cleanings/week: Sunday-Thursday only
- 1.3. A list of tasks by location and frequency is included in Appendix A - Cleaning and Janitorial Task Schedule. A separate description of facility use is included in these special provisions to familiarize bidders with the extent of cleaning expected at each.
- 1.4. The Contractor will provide professional cleaning and janitorial services in accordance with safety data sheets (SDS, formerly MSDS), equipment manufacturer recommendations, applicable industry safety codes, and the Occupational Safety and Health Administration (OSHA) regulations.
- 1.5. Damage to Property: Contractor shall exercise caution to avoid damaging equipment, buildings, walls, flooring, and especially the finished workspaces. The Contractor shall be responsible for damage caused by their actions or failure to protect appropriately, and shall immediately notify the Police Department of any such damage. The City reserves the right to repair or replace that which was damaged or assess the Contractor such cost as may be reasonable and related to damage caused by the Contractor, and deduct these costs from any payment due the Contractor.

### **2. CONTRACT TERM AND RENEWAL**

- 2.1. The initial term of this contract will be for the period of September 1, 2021 through August 31, 2022 with the option for four (4) annual renewals. There shall be no pricing adjustments for the initial contract term.
- 2.2. The City may, at its option and with the concurrence of the Contractor, extend the period of this agreement an additional three (3) years in one (1) year increments through December 31, 2025. All renewals shall commence on September 1st and terminate on August 31st of any calendar year.
- 2.3. The Contractor shall be notified in writing of the City's intention to renew the contract period not less than sixty (60) calendar days prior to the expiration of the contract. The optional annual renewals will be based on performance and rating of services provided.
- 2.4. Unit price adjustments may be made at the time of any renewal of the contract. The unit price adjustments cannot exceed the percentage increase of the Chicago Area Consumer Price Index

(Chicago-Gary-Kenosha) for the most recent twelve (12) month period preceding the renewal notification, as published by the Labor Department, and in no case can increase more than 5 percent in any one year. Expenditure category used shall be "All Items".

- 2.5. The Contractor shall accept or decline the renewal in writing no later than fifteen (15) business days after the date contained in the City's renewal request.

### 3. NOTIFICATION OF WORK AND FACILITY SCHEDULES

- 3.1. Supervision: This contract will be under the direct supervision of the assigned designee and detailed supervision provided by the Public Works Superintendent or their authorized representative(s). Any alterations, modifications, or claims for any extra work to be performed under this contract shall be made only by written agreement between the Contractor and the Director and shall be made prior to commencement of such changes.
- 3.2. The Contractor will meet once per month with the assigned designee during the first 90 days of the contract, and once per 3-months (quarter) thereafter.
- 3.3. The Contractor shall have at least one telephone number for calls 24 hours per day, seven (7) days per week including holidays.
- 3.4. The Contractor shall establish a routine normal schedule for the completion of the work. The schedule shall be submitted for approval to the assigned designee at the commencement of the contract and shall be re-submitted anytime revisions in the schedule occur. It shall be the Contractor's responsibility to provide sufficient manpower to complete the schedule each day regardless of sickness, leaves, or other personnel matters.
- 3.5. The Contractor may have to occasionally revise the normal cleaning and janitorial work schedule in various meeting rooms and nearby common areas so as to not interfere with scheduled meetings or events. The City will provide advance notice of meetings and events. Such meeting room use is considered a normal activity of the facility and shall in no way diminish the Contractor's responsibility for cleaning the meeting rooms and common areas following the meeting.
- 3.6. The facilities' uses, hours of operation and normal times at which cleaning and janitorial services could be completed, has been generalized herein and is not intended to be all-inclusive:
  - 3.6.1. City Hall – upper and lower levels, includes administrative offices, conference room, bathrooms, and coffee station. The lower level includes council chambers, bathrooms and breakroom. Permanent file storage and computer network equipment rooms are also located on the lower level.
    - 3.6.1.1. Normal use hours are 8:30 AM to 5:00 PM.
    - 3.6.1.2. The Contractor will have access normally Monday through Friday 6:00 P.M. through 6:00 A.M., and all times on weekends and holidays.
    - 3.6.1.3. The Contractor shall be responsible for cleaning all offices, common areas, stairways, meeting rooms, break rooms, and restrooms.
  - 3.6.2. Police Station – upper and lower, includes administrative offices of the Police Department, secured offices of the Police Chief and Commanders, as well as criminal evidence and prisoner processing rooms. The meeting room is frequently scheduled for daytime and evening meetings. Break rooms are used daily for employees' preparation and consumption of snacks and meals as well as public use associated with the meeting rooms. Locker rooms are used daily and its showers used occasionally. *This contract does not include the temporary prisoner detention areas.*

- 3.6.2.1. This building is operating 24-hours each day with law enforcement staff; however administrative normal use hours are 8:00 AM to 5:00 PM.
- 3.6.2.2. The Contractor will have access normally Monday through Friday 6:00 P.M. through 6:00 A.M., and all times on weekends and holidays.
- 3.6.2.3. The Contractor will be restricted occasionally from the offices of the Police Chief and Commanders, and the Evidence Processing Room when doors are locked; however, unlocked doors shall indicate a request for routine cleaning and janitorial services.
- 3.6.2.4. The Contractor shall be responsible for cleaning all offices, common areas, meeting rooms, break rooms, restrooms, and locker rooms.
- 3.6.3. Public Works – two levels, includes administrative offices, restrooms, work spaces and meeting rooms. The conference room is used occasionally for daytime and evening meetings. The break room is used daily for employees' preparation and consumption of snacks and meals, and occasionally for daytime meetings. This contract does not include the garage areas or locker room.
  - 3.6.3.1. Normal use hours are 7:00 AM to 3:30 PM.
  - 3.6.3.2. The Contractor will have access normally Monday through Friday 4:00 P.M. through 6:00 A.M., and all times on weekends and holidays.
  - 3.6.3.3. This building may occasionally operate with personnel all hours each day; for example, emergency repairs or wintertime snow and ice control operations.
  - 3.6.3.4. Personnel can have on their boots and clothing a great deal of grease, dust, dirt, mud, salt, and asphalt. Extra effort may be required to maintain floors.
  - 3.6.3.5. The Contractor shall be responsible for cleaning all offices, work spaces, common areas, meeting rooms, break rooms, and restrooms.

#### **4. CONTRACTOR'S PERSONNEL**

- 4.1. The Contractor shall provide to the City a designated contact person on all work performed by the Contractor's crew(s). At all times that crews are working in any City facility the designated contact person shall be available by telephone and be able to contact crews working in those facilities. The designated contact person shall be responsible for the instruction and training of personnel in the proper work methods and procedures. The designated contact person will schedule and coordinate all services and functions as required by the contract and as specified in the task schedules. It is not necessary for the designated contact person to be on site.
- 4.2. Employee Work List and Background Check: The Contractor shall confidentially submit a current list of the names, addresses, date of births, and photo identification of all employees who will perform work under this contract. All employees on this list shall be first required to submit to a fingerprint-based background check conducted by the City's Police Department prior to being allowed access to City facilities. Changes in this employment list shall be reported to the City Administrator within 48 hours. No employee shall be allowed on the job site until the documentation has been provided and the City has had sufficient time to conduct its background checks to approve each employee. The City shall have and shall exercise full and complete control over clearance for Contractor's employees, or to request changes to the employee list.
- 4.3. All Contractors' employees will display photo identification badges while working on City premises. No employees will be allowed access to any area without displaying the required identification badge.

- 4.4. Keys and access cards issued by the City to the Contractor's personnel shall be in the possession of a single employee at all times when in City facilities. In the event that a card is lost or damaged, Contractor shall IMMEDIATELY NOTIFY THE POLICE DEPARTMENT so that access for that card may be halted. The Contractor shall reimburse the City for the cost of keys and access cards, including all costs associated with replacement keys and changing of locks if deemed necessary by the City.
- 4.5. All employees and representatives of the Contractor's company must be able to read and understand all chemical labels, building signs, and warning signs.
- 4.6. To ensure competent and safe performance of the work, all employees shall be bonded under the Contractor's company, and the Contractor shall provide appropriate training to employees prior to the beginning of service under this Contract. The Contractor is responsible for any theft or tampering by his workers or during the period the workers are in the building.
- 4.7. The Contractor's employees will be working in areas which are under secured access and other areas which will be generally open to the public during reasonable hours for meetings and other uses. All secured areas shall be maintained in a secured condition and these areas shall be locked immediately upon completing the required work. The Contractor, upon completion of the public use, will secure access to the public meeting areas of the buildings. All areas shall be secured when the Contractor has completed his daily operations.
- 4.8. Any employee(s) of the Contractor whom the City deems careless, discourteous, or otherwise objectionable or who cannot meet standards required for security or other reasons will be prohibited from entering the buildings to perform work. The Contractor shall be required to provide alternate employee(s) to complete the work required.



## **5. CLEANING AND JANITORIAL SERVICES SPECIFICATIONS**

- 5.1. The Contractor shall provide all equipment, labor, and supplies for the services described in this section. The Contractor shall provide, at no additional cost to the City, all equipment and janitorial supplies required to support these work activities with the exception of consumable materials as may be optioned herein.
- 5.2. The Contractor shall provide a high level of cleaning and janitorial services with the care and expectations as described herein and at the frequency specified in Appendix A - Cleaning and Janitorial Task Schedule. These descriptions are not all-inclusive, as the Contractor's exceptional work practices should be the standard when conducting cleaning activities.
  - 5.2.1. **DUSTING:** Satisfactory and acceptable dusting will present a surface free from all dust and other loose material and shall be completed using appropriate means such as treated cloths or micro-fiber cloths.
  - 5.2.2. **CLEANING (Non-Floor Surfaces):** A satisfactory and acceptable clean surface shall be completely free of all loose and adhering dirt or other foreign material down to the original finish of the surface. A clean surface will appear both physically and visually clean, free from streaks or other residue. If a cleaning agent is required, an approved agent for the surface to be cleaned shall be used in accordance with the manufacturer's use recommendations.
  - 5.2.3. **RESTROOMS AND LOCKER ROOMS:** All porcelain fixtures, chrome and metal work, and glass shall be cleaned and free from streaks, dirt or grime using approved cleaners. Bowls, urinals and sinks shall be free from water stains, rings and biological stains. Floors, walls, and partitions shall be cleaned and free from stains, dirt, grime or streaks. Sanitizing shall be completed with an approved disinfectant. Restrooms shall be free of objectionable odors.
  - 5.2.4. **KITCHENS AND LUNCHROOMS:** All fixtures, appliances, chrome and metal work, and glass shall be cleaned and polished to a shiny appearance free from streaks, dirt, grease and grime. Sinks shall be free from rings and stains and free from objectionable odor. Floors, walls, cabinets, tables, chairs and garbage receptacles shall be free from stains, dirt, grime, odors, grease and streaks. Microwave ovens shall be clean and free from "cooked on" foodstuffs.
  - 5.2.5. **FLOORS AND CARPETS:** A satisfactory and acceptable floor or carpet will not have dust, streaks, marks or dirt in corners behind doors or under furniture. All paper clips, staples, etc. shall be picked up. The use of vacuuming equipment and/or treated dust mops will be used to keep the floors clean and free of all dust, dirt and loose foreign material, including all corners, crevices and other hard to reach areas, regardless of the surface. Waxed floors will show a "wet look" gloss and shall not be yellowed, streaked, cloudy, foggy, hazy, or otherwise show signs of films. Heavy use carpet areas will be spot cleaned as needed to maintain a dirt-free appearance between contractual cleanings. Baseboard shall be cleaned periodically to remove dirt, dust, and scuff marks.
  - 5.2.6. **WET MOPPING:** Satisfactory and acceptable wet mopping will present a clean floor free from streaks, smears and dried dirt. Safe, all-purpose detergents will be used on all resilient and hard floor surfaces. During winter months when snow & ice control chemicals may be in use Contractor shall use an approved neutralizing product. Water will be changed daily at a minimum, between cleaning processes, or when the level of soil is such that more frequent water changes are required to maintain satisfactory cleaning. These same standards shall apply to cleaning of stairways and chair mats.
  - 5.2.7. **SPOT CLEANING:** When a spot or stain is detected in the carpet, effort shall be made to identify the stain and use an appropriate spot cleaner to eliminate the stain. If the stain

cannot be cleaned, the City Administrator shall be notified of the approximate location of the stain and methods attempted to remove it.

- 5.2.8. GLASS: A satisfactory and acceptable glass, mirror or vitreous surface will be free from streaks, smears, and spots. All interior glass and at entrances shall be cleaned.

5.2.9. MISCELLANEOUS CLEAN UP, RESTRICTIONS AND REQUESTS:

- 5.2.9.1. Use wet floor warning signs whenever floors are mopped and dampened.
  - 5.2.9.2. Pick up swept dirt.
  - 5.2.9.3. Empty mop bucket and rinse out mop in designated sinks or basins.
  - 5.2.9.4. Clear all sink drains of debris.
  - 5.2.9.5. Restore any materials to proper storage location.
  - 5.2.9.6. Turn-off all lights.
  - 5.2.9.7. Keep clean and orderly the dumpster sites.
  - 5.2.9.8. Keep storage areas and janitor's closets clean, safe and organized.
  - 5.2.9.9. Never leave keys or access cards off your person. Lost or stolen keys or access cards shall be REPORTED TO THE POLICE DEPARTMENT IMMEDIATELY. Do not go into cabinets, closets, or storage areas that you have not been authorized to access.
  - 5.2.9.10. Do not remove paper, boxes, or other items from the floor that are not in wastebaskets.
  - 5.2.9.11. Place all "found" valuables on desk in the Clerk's Office at the City Hall.
  - 5.2.9.12. Place a sign on both the front and rear windshield of your car if you drive to a work location showing "JANITOR".
  - 5.2.9.13. Do not use office telephones for personal calls.
  - 5.2.9.14. Do not allow anyone except Contractor's personnel or authorized City employees to enter the building if the building has been locked or secured
  - 5.2.9.15. Note immediately if anything was broken or damaged when Contractor's personnel entered a work location, and NOTIFY THE POLICE DEPARTMENT within one (1) hour.
  - 5.2.9.16. If Contractor's personnel feel harassed or witness a crime, CALL THE POLICE DEPARTMENT IMMEDIATELY
- 5.3. The City will provide at each facility the secure locations for storage of Contractor's equipment, cleaning supplies, and consumable materials, as well as all containers for refuse disposal both inside and outside the facilities, including recycling containers when applicable.
- 5.4. If for any reason the City objects to the use of a cleaning or janitorial product, the Contractor shall discontinue use and find a substitute acceptable to the City. All products supplied or used under this Contract shall be new in their original containers and within product expiration dates.
- 5.5. SAFETY, LABELING & COMPLIANCE: All supplies of the Contractor and stored at the City facilities shall meet all applicable standards for product safety, and which shall be deemed stored safely in the City facilities without modifications. Any items determined not to be in compliance

shall be corrected or removed. Contractor shall furnish the City copies of Safety Data Sheets (SDS, formerly MSDS), for all products used, prior to beginning service, and shall update copies of the SDS annually and at any time a new chemical or cleaning product is to be used.

- 5.6. Building Alarms: Contractor's personnel are responsible for arming and disarming alarm systems at the City facilities. For each false alarm that occurs due to the action of the Contractor's personnel, the Contractor shall be charged the fines assessed by the Fire Protection District.
- 5.7. Inspections & Corrections: Periodic inspections shall assess the Contractor's performance in meeting these standards. The Contractor and the City shall jointly establish a system whereby the City can give notice to the Contractor indicating problems, complaints and other discrepancies. The Contractor shall formally respond to these requests and notices. Any deficiencies noted in any inspection shall be corrected within twenty-four (24) hours, or by such time mutually agreed to by the City.
- 5.8. The Contractor shall accept the facilities and appurtenances in their current condition. No compensation will be allowed for modifications or repairs to meet Contractor's requirements. Under no circumstances will any facility's components be upgraded, enhanced, or improved, after the bid has been awarded, to the Contractor's specifications or for the benefit of the Contractor.

## **6. CONSUMABLE MATERIALS – OPTION BID**

- 6.1. All bidders shall provide with this bid the annual costs to furnish consumable products for City facility use which will be replenished as part of routine cleaning and janitorial services including hand soap, shower soap and urinal blocks. The City has previously provided consumable materials through other purchasing contracts; however, it may be in the best interest of the City for the Contractor to purchase and replenish these consumable supplies as part of the Cleaning and Janitorial Services Contract.
- 6.2. All products furnished shall be compatible with existing dispensing units or containers, and replenished during the course of routine services under this Contract. This item does not include facial tissues.
- 6.3. Contractor's selected products for consumable supplies shall be of the highest quality. The selected bidder (Contractor) may be requested to make available at no cost to the City sufficient samples of the proposed paper towels, liquid hand soap, and deodorant urinal blocks to assess product quality.
- 6.4. The total contract award of this Cleaning and Janitorial Services Contract may include the Consumable Materials–Option Bid if bid prices for this Option are within the City budget and pricing is most advantageous to the City.

The City is exempt from paying Illinois Sales Tax and Federal Excise Taxes. Prices submitted shall not include any of these taxes. Prices bid must include all applicable costs to the City including shipping costs to City facilities if necessary.

## **7. SPECIAL CLEANING – OPTION BIDS**

7.1. All bidders shall provide on the Bid Proposal Form the one-time costs per each special cleaning service at City facilities, which services are not specified as part of routine services of this contract, including washing exterior windows, stripping and refinishing vinyl tile floors, hot-water extraction cleaning of carpeted areas, and hot-water extraction cleaning of cloth office furniture during the carpet cleaning.

7.1.1. The City will move and replace furniture as may be requested by the Contractor.

7.1.2. Costs for special cleaning services shall include all labor, equipment, materials, and supplies. No additional mark-up or cost increases may be later requested for mobilization, transportation, fuel, unique equipment, overhead, profit, etc. for completing this work as may be scheduled outside of normal facility hours including on weekends.

7.2. Payment will be made based on the prices provided by the selected bidder (Contractor) of this Cleaning and Janitorial Services Contract, at such time these special services are needed.

## **8. PAYMENT**

8.1. Payment for all work completed and accepted will be made on the basis of the contract prices unless other agreements have been authorized in writing as specified herein. The Contractor shall submit the invoice to the City for all work completed during the month.

8.2. If scheduled work has not been completed in accordance with the approved schedule, payment will be withheld for the appropriate value of uncompleted work. At such time that the work is completed and accepted, payment will be made with the next scheduled monthly payment.

8.3. Any liquidated damages accrued and assessed as specified herein will be deducted from any monies due or to become due to the Contractor from the City.

CITY OF DARIEN  
CLEANING/JANITORIAL SERVICES  
BID SHEET

September 1, 2021 - August 31, 2022

LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 618	12	\$ 7,416
Police Department – 5x week	\$ 1,000	12	\$ 12,000
Public Works – 5x week	\$ 490	12	\$ 5,880
TOTAL	\$ 2,108		\$ 25,296

Name: JOEL SANCHEZ  
(print)

Signature: Joel Sanchez

Company Name: Eco Clean Maintenance

Address: 515 W Wrightwood Ave Elmhurst IL 60126

Office Phone: 773-616-9009

Cell Phone: 312-720-6920

Email: JSANCHEZ@ecocleanmaintenance.com

**CITY OF DARIEN  
CLEANING/JANITORIAL SERVICES  
BID SHEET**

Optional Contract Extension – Year 2

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 668	12	\$8,016
Police Department – 5x week	\$ 1,050	12	\$12,600
Public Works – 5x week	\$ 490	12	\$5,880
<b>TOTAL</b>	<b>\$ 2,208</b>		<b>\$26,496</b>

Optional Contract Extension – Year 3

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 693	12	\$8,316
Police Department – 5x week	\$ 1,100	12	\$13,200
Public Works – 5x week	\$ 515	12	\$6,180
<b>TOTAL</b>	<b>\$ 2,308</b>		<b>\$27,696</b>

Optional Contract Extension – Year 4

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 718	12	\$8,616
Police Department – 5x week	\$ 1,150	12	\$13,800
Public Works – 5x week	\$ 540	12	\$6,480
<b>TOTAL</b>	<b>\$ 2,408</b>		<b>\$28,896</b>

Name:

JOEL SANCHEZ

(print)

Signature:

Joel Sanchez

Company Name:

Eco Clean Maintenance

Address:

515 W Wrightwood Ave Elmhurst IL 60126

Office Phone:

773 - 616 - 9009

Cell Phone:

312 - 720 - 6980

Email:

JSANCHEZ@ECCLEANMAINTENANCE.COM

# **Eco-Clean Maintenance, Inc.**

## **OPTION BID**

### **Consumable Materials**

**Year #1: \$7,200**

**Year #2: \$8,400**

**Year #3: \$9,600**

**Year #4: \$10,800**

### **Additional Services**

- **Stripping/Waxing of Floors=\$0.40 per sq. ft. (\$150 minimum)**
- **Carpet Cleaning=\$0.15 per sq. ft. (\$100 minimum)**
- **Windows=\$5 per window (Exterior/Interior)**
- **Machine Scrubbing of Floors=\$0.08 per sq. ft. (\$150 minimum)**

# APPENDIX A

## CLEANING AND JANITORIAL TASK SCHEDULE

	City Hall				Police Station				Public Works			
	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October
<b>GENERAL HOUSEKEEPING</b>												
Gather all waste paper, insert liners, and remove to proper disposal or recycling area. Paper and other recyclable materials shall be collected, and stored for removal as designated.	•				•				•			
Dust as necessary exposed area of tables, countertops, file cabinets, bookcases and shelves, and return vents.	•				•				•			
Spot clean soiled areas	•				•				•			
Wipe clean working areas of tables, other work surfaces. Papers on these surfaces should not be disturbed.	•				•				•			
Clean, scour, and sanitize drinking fountains	•				•				•			
Spot clean interior door glass, glass partitions, office windows, and light switches.	•				•				•			
Damp clean top handrail on all stairways	•				•				•			
Wipe clean all desktops, if free of clutter		•				•				•		
Dust as necessary all horizontal blinds in offices and common areas		•				•				•		
Empty exterior waste containers and insert new liners if required		•				•				•		
Clean and sanitize telephones		•				•				•		
Dust all horizontal surfaces including sills, ledges, moldings, picture frames, wall hangings, and radiators (including washrooms and lunchrooms)		•				•				•		
Dust tops of all room divider partitions, including attached cabinets		•				•				•		
Dust tops of all lockers						•						
Clean & Polish Kickplates		•				•				•		
Clean and polish all railings with approved cleaner		•				•						
Clean all entrance door glass & interior glass surfaces (not exterior windows)		•				•				•		
Remove fingerprints from doors, moldings and from around light switch plates (including washrooms and lunchrooms)		•				•				•		
Damp wipe complete railings of all stairways		•				•				•		
Vacuum upholstered chairs and furniture			•				•			•		
Damp wipe and mop clean the elevator			•				•					
Clean all entrance door glass & interior glass surfaces (not exterior windows)			•				•				•	
Dust HVAC vents & returns for cobwebs, dust & dirt, up to 10 feet			•				•				•	
Dust exterior of all lighting fixtures			•				•				•	
Clean or vacuum all vertical surfaces of room dividers and partitions, including attached cabinets			•				•				•	
Vacuum dust from all window blinds				•				•				•



# CLEANING AND JANITORIAL TASK SCHEDULE

	City Hall				Police Station				Public Works			
	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October
<b>RESTROOMS, SINKS, KITCHENS/BREAKROOMS</b>												
Clean, sanitize and polish all metal and vitreous fixtures including toilet bowls, urinals, hand basins, and sinks	•				•				•			
Clean and sanitize toilet seats (both sides) and all counter areas	•				•				•			
Clean mirrors	•				•				•			
Empty all waste containers and insert liners	•				•				•			
Dust tops of partitions as necessary	•				•				•			
Spot clean partition doors as necessary	•				•				•			
Spot clean walls around sinks and walls around and under towel cabinets and urinals	•				•				•			
Clean and refill all dispensers	•				•				•			
Clean interior and exterior of microwaves	•				•				•			
Empty and clean coffee makers and coffee pots	•				•				•	•	•	•
Spot clean exterior of refrigerators and dishwashers	•				•				•			
Damp clean exterior of waste containers		•				•						
Damp clean seats and backs of plastic chairs in breakrooms		•				•						
Damp clean partitions and partition doors and remove all writing where possible		•				•						
Spot clean all walls		•				•						
Damp clean seats and handles of exercise equipment in wellness room	•	•	•	•		•			•	•	•	•
Change urinal blocks			•				•			•		
Thoroughly clean all washroom, locker room partitions and walls			•				•			•		
Clean exterior of all lockers	•	•	•	•		•			•	•	•	•
<b>FLOORCARE - RESILIENT AND HARD</b>												
Dust mop with treated mop, or sweep all open hard floor surfaces including stairways	•				•				•			
Mop all hard floor surfaces & entryways (mats to be picked up).	•				•				•			
Clean floor mats with vacuum	•				•				•			
Detergent mop and rinse and disinfect all washroom floor and locker room floors	•				•				•			
Damp clean all stair steps		•				•				•		
Machine spray buff all resilient tile areas			•				•				•	
Machine scrub and refinish all washroom floors (no wax). Scrub and clean all baseboards with appropriate mark remover if necessary			•				•				•	
<b>FLOOR CARE - CARPETS</b>												
Remove any spots with cleaner as needed	•				•				•			
Vacuum traffic areas and all meeting rooms	•				•				•			
Detail vacuum all corners and under chairs and tables		•				•				•		
Lift and vacuum under all plastic chair mats, damp wipe mat			•				•				•	
Damp clean all baseboards. Scrub and clean all baseboards with a City approved mark remover			•				•				•	

**REFERENCES (Please print)**

ORGANIZATION: \* PLEASE See REFERENCES ON NEXT PAGE \*

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \* References ON Next PAGE \*

CONTACT PERSON: \_\_\_\_\_

DATE OF PROJECT: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

DATE OF PROJECT: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

DATE OF PROJECT: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

DATE OF PROJECT: \_\_\_\_\_

Bidder's Name: Eco Clean Maintenance

Signature & Date: Jal Sanchez 7/8/21

## **REFERENCES**

### **Village of Broadview**

2350 S. 25<sup>th</sup> Ave.

Broadview, Illinois 60155

Phone: (708) 681-3600

Contact: Kevin McGrier

Job Description: Offices, Facilities

Contract Period: June 2019-Present

Building Size: 40,000 sq. ft.

### **Batavia Park District**

327 W. Wilson St.

Batavia, IL 60510

Phone: (630) 879-5235

Contact: Brittany Meyer

Job Description: Offices, Facilities

Contract Period: January 2017-Present

Buildings Size: 50,000 sq. ft.

### **The Oaks Recreation and Fitness Center**

10847 LaPorte Rd.

Mokena, IL 60448

Phone: (708) 372-8867

Contact: Jim VanGennep

Job Description: Fitness Club Center

Contract Period: March 2010-Present (extended/renewed)

Building Size: 60,000 sq. ft.

### **LaGrange School District 102**

333 N. Park Rd.

La Grange Park, IL 60526

Phone: 708-215-7005

Contact: Mark Pavljasevic

Job Description: Schools, Offices, Facilities

Contract Period: August 2019-Present

Building Size: 200,000 sq. ft.

### **Will County Office of the County Executive**

302 N. Chicago Street Ave.

Joliet, IL 60432

Contact: Kathy Henderson

Phone: (815) 671-9512

Job Description: Offices, Facilities, Courthouse, Sheriff's Complex, Health Dept.

Contract Period: December 2016- Present

Buildings Size: 450,000 sq. ft.

# ECO-CLEAN MAINTENANCE, INC.

## I. COMPANY BACKGROUND

Eco-Clean Maintenance, Inc. has been engaged in the contracting business under the present name for over 12 years. It is a corporation established on December 12, 2008 in State of Illinois. The Company's Owner/President, Eric Grabowski has 20 years of experience in commercial cleaning business.

### COMPANY INFORMATION:

Eco-Clean Maintenance, Inc.

Attn.: Eric Grabowski

Phone: 773-310-2002

515 W. Wrightwood Ave.

Elmhurst, IL 60126

Currently we employ 85 full and part-time janitorial staff members and 10 support staff members. Our Company's Safety Supervisors are responsible for training of the new as well as the existing employees on a regular basis. Moreover, in order to provide our clients with the best quality of services, our supervisors are also required to complete the follow-up training every 6 months during their employment.

In Eco-Clean Maintenance, Inc. we believe that from major construction projects to daily commercial cleaning is of the utmost importance in maintaining a professional business facility. Therefore, our cleaning abilities are limitless: from post-construction projects to regular daily office cleaning. We utilize the latest in state-of-the-art equipment as well as products including but not limited to 3M, Rubbermaid, Johnson Diversey, and Spartan. Our commercial cleaning services include: carpet cleaning, window cleaning, power washing, tiles and grout, post-construction cleanup, and 24-hour emergency service.

*QUALITY CONTROL AND EXCELLENT ON PREMISES SUPERVISION* are only two of a long list of reasons that separate us from our competition.

In Eco-Clean Maintenance, Inc. we believe that we offer outstanding customer service and satisfaction that our clients deserve, expect and will receive.

**YOUR SATISFACTION MEANS OUR SUCCESS!**

## II. COMPANY OVERVIEW

Our HR Department, Hiring Manager is responsible for recruiting process, which includes the interview stage and employees screening procedures. Among all required forms, we always insist on filing out Form I-9 to verify prospective candidate's legal status. At all times, without exception, we require at least 4 documents showing claimed legal status. Upon the satisfactory results from character screening, verification of previous employment and recommendation letters, the candidate is interviewed by our Hiring Manager.

In Eco-Clean Maintenance, Inc. we believe that personnel's attire stands for Company's good image. Therefore our employees are required to wear Company's uniform: T-shirts with company's logo and the matching work pants. Also, the Identification Badge is attached to the uniform.

Israel Cortez will be assigned to your facilities as an Area Supervisor. He has been working for our company for over 5 years and has 9 years of experience. He will be engaged in monitoring service levels and staff performance as well as he will be also responsible for communication between the Client and the cleaning crew.

Our Company will not provide any cleaning staff at your facility without prior training. At least two weeks prior to the first day of the contract, each employee will be required to take training classes and pass the performance test. In Eco-Clean Maintenance, Inc. we believe that employees are the most important factor of Company's outstanding performance. Therefore, in order to meet with the Clients' requirements, proper, and professional training is mandatory. Our Clients can be assured that all our personnel is required to complete 2 weeks of extensive training program prior to being assigned to new task. The employees who will be actively engaged in the janitorial services at your facility are our highly trained and skilled staff members with average 5 years of experience who have performed satisfactorily on other contracts the company was awarded. Crew members who will be assigned to the facilities will be required to pass the ongoing training and education program to ensure compliance with state and federal training requirements. Therefore, our company will employ a mandatory training for all

contracted employees at least quarterly. Crew members who will be assigned to your facilities speak English fluently.

Eco will train 2 additional cleaning members who will be ready to fulfill the duties in case of absenteeism of main cleaning crew. Our company operates 24 hours a day. Both, the Supervisor and the Assistant Supervisor will be available 24 hrs. Eco-Clean Maintenance, Inc. will offer emergency clean-up services at your facility during normal business hours within 2-4 hours notice during the weekday, weekday evening, and weekend evening.

As a recognized Company among the janitorial and custodial services providers, our Company has established Quality Assurance Program in order to provide our Clients with professional and outstanding services. In order to meet with the Clients' requirements and regularly expand superior standards of service, we systematically examine the level of our services.

In Eco-Clean Maintenance, Inc. we are aware of diversity of services required by different Clients. Therefore, we organize a "Personalized Quality Plan" for our Clients in order to meet with the mandatory responsibilities. We combine the procedure with the methods and frequencies for required work using the quality standards.

Another way of keeping our employees safe and providing our clients with the best quality of service is through our safe work procedures. Our employees are required to recognize the simple procedures, like how to protect their own health and provide the safety work environment when performing particular job. In Eco-Clean Maintenance, Inc. we provide our workers with customized operating procedures guidelines which differ from one another and depend in the type of performing work. The standards procedures include the following regulations:

- Material handling;
- Electrical safety;
- Emergency evacuation;
- Variety of required and allowed products, etc.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/16/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**

AssuredPartners of Illinois, LLC  
Four Westbrook Corporate Ctr, Ste 500  
Westchester IL 60154

**CONTACT**

NAME: Colatta Celaya

PHONE (A/C, Mo, Ext): 847-745-1764

FAX (A/C, No): 847-745-1764

E-MAIL ADDRESS: colatta.celaya@assuredpartners.com

**INSURER(S) AFFORDING COVERAGE**

NAIC #

**INSURER A:** West Bend Mutual Insurance Company

15350

**INSURER B:** AmTrust Insurance Co of Kansas

15954

**INSURER C:****INSURER D:****INSURER E:****INSURER F:****INSURED**

ECO Clean Maintenance, Inc  
515 W. Wrightwood Ave  
Elmhurst IL 60126

ECOCLEA-01

**COVERAGES**

CERTIFICATE NUMBER: 323091080

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		A898760	3/11/2021	3/11/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		A898760	3/11/2021	3/11/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0		A898760	3/11/2021	3/11/2022	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	KWC1237920	2/20/2021	2/20/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

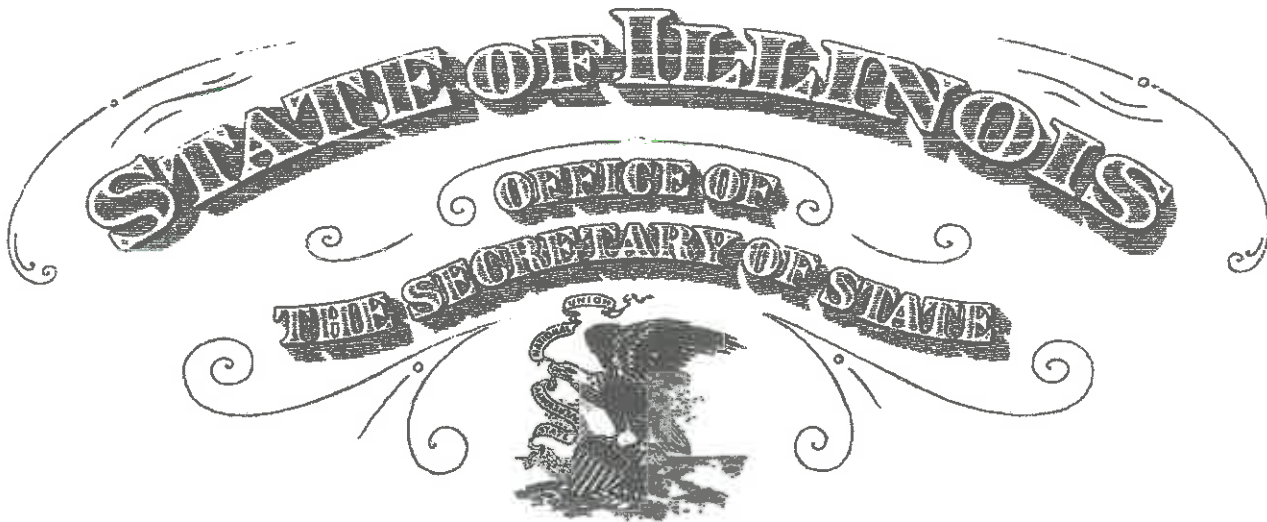
**CERTIFICATE HOLDER****CANCELLATION**

Evidence of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





***To all to whom these Presents Shall Come, Greeting:***

***I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that***

ECO-CLEAN MAINTENANCE INC., A DOMESTIC CORPORATION, INCORPORATED UNDER THE LAWS OF THIS STATE ON DECEMBER 12, 2008, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THIS STATE RELATING TO THE PAYMENT OF FRANCHISE TAXES, AND AS OF THIS DATE, IS IN GOOD STANDING AS A DOMESTIC CORPORATION IN THE STATE OF ILLINOIS.



***In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 13TH day of MARCH A.D. 2017 .***

*Jesse White*

SECRETARY OF STATE

Authentication #: 1707201894 verifiable until 03/13/2018

Authenticate at: <http://www.cyberdriveillinois.com>



# Certificate of Completion



**This Certifies That**

Agnieszka B Dudek

**is awarded this certificate for**

OSHA - 10 Hour General Industry Outreach Training Program w/ PDF Study Guide

**Credit Hours:** 10

**Completion Date:** 12/29/2010 09:34 CST

**Certificate Number:**

  
**Student Signature**



Michael Millsap, Trainer C 0034819 and G 0021414



**GreenBusinessBureau**

**Eco-Clean Maintenance Inc.**

*Having demonstrated their commitment to promoting and implementing business practices that are environmentally responsible, and having met the standards set forth by the Green Business Bureau, is hereby granted membership and recognized as a member in good standing.*

Marcos Cordero, LEED AP, CEO and Co-founder

**MEMBER SINCE 2013**

## **ECO-CLEAN MAINTENANCE, INC.**

### **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

Eco-Clean Maintenance, Inc. is committed to providing a non-discriminatory employment environment for its employees.

The policy of Eco-Clean Maintenance, Inc. is to fully comply with applicable federal state and local laws, rules and regulations in the area of non-discrimination in employment. Discrimination against employees and applicants due to race, color, religion, sex [including sexual harassment], national origin, disability, age [40 years or older], military and veteran status is prohibited. Violations of this policy will be subject to discipline, up to and including termination.

Equal employment opportunity and non-discriminatory commitments include, but are not limited to, the areas of hiring, promotion, demotion or transfer, recruitment, discipline, layoff or termination, rate of compensation and company sponsored training.

All employees are expected to comply with Equal Employment Opportunity Policy. Managers and supervisors who are responsible for meeting bossiness objectives are expected to cooperate fully in meeting Eco-Clean Maintenance, Inc.'s equal employment opportunity objectives.

An employee who believes he or he has been discriminated against must immediately report any incident to the company's Human Resources Manager.

The company will not tolerate retaliation against any employee who reports acts of discrimination to provide information in connection with any such complaint.

If you have any questions regarding this policy, please contact Eco-Clean Maintenance, Inc.'s Human Resources Manager.

*Eco-Clean Maintenance, Inc. is an equal opportunity employer.*

# **Eco-Clean Maintenance, Inc.**

## **Quality Control**

Quality control is important because high quality service is the name of the game. Thus, it needs to be monitored at the highest level. The first step in quality control is training. Getting the staff properly trained is paramount to high quality work. Each staff member undergoes training and testing phase before going out into the field. Once they have successfully passed their written and field tests they are placed on crew, where they work under the supervision of a crew leader and field supervisor. Right off the bat, you know you are getting a trained and tested staff. Beyond that, there are frequent check-ups and professional development training that occur on an ongoing basis for the entirety of one's career at Eco Clean.

Once our staff is trained and out in the field, they need to understand the scope of the job. Therefore, communication is a key in the providing high quality service. The first line of communication is a clear outline of the duties. This is achieved by easy-to-read daily cleaning checklists for the staff to follow. This allows the staff to clearly see what needs to be done that day, as well as gives the crew chief/supervisor an easy method to monitor that the work is being completed properly. The staff will use the checklist to execute the cleaning, while the supervisor will use the same checklist to monitor that the work has been completed and the level of satisfaction of the work. These checklists and notes can also be reviewed by the customer if they are interested to see the progress of the day-to-day operation of the project. Furthermore, we are always available to receive feedback from our customers, whether it be via telephone or email. We pride ourselves on our responsiveness, as we know our success is based wholly on your satisfaction.

Now our trained staff and supervisors are armed with a clear plan of action to attack this project. What happens when the plan is not perfectly executed? If work is not completed, or is not completed to a satisfactory level, the supervisor will determine the course of action to remedy the situation. These courses of action range from altering the order of cleaning, to improving cleaning technique, to improving time management, etc. Here is where our crew chiefs/supervisors act as teachers/coaches and guide our staff towards the goal of providing the highest level of service possible.

Therefore our quality control plan is a three pronged attack: Training, communication and guidance/rectification.

# **ECO-CLEAN MAINTENANCE, INC.**

## **SUBSTANCE ABUSE PREVENTION POLICY**

- 1) **ECO-CLEAN MAINTENANCE, INC.** is committed to protecting the safety, health, and well-being of its employees and all people who come into contact with its workplace(s) and property, and/or use its products and services.
- 2) Recognizing that drug and alcohol abuse pose a direct and significant threat to this goal, Eco-Clean Maintenance, Inc. is committed to ensuring a substance-free working environment for all of its employees
- 3) **ECO-CLEAN MAINTENANCE, INC.** therefore strictly prohibits the illicit use, possession, sale, conveyance, distribution, or manufacture of illegal drugs, intoxicants, or controlled substances in any amount or in any manner.
- 4) In addition, **ECO-CLEAN MAINTENANCE, INC.** strictly prohibits the abuse of alcohol or prescription drugs.
- 5) Any violation of this policy will result in adverse employment action up to and including dismissal and referral for criminal prosecution.

# **ECO-CLEAN MAINTENANCE, INC.**

## **TRAINING OUTLINE AGENDA**

### **TRAINING SESSION NOVEMBER 7, 2018**

(Initial training for employees begins prior to the first day on the job, and periodic training sessions are conducted thereafter, either on an individual or a group basis)

#### **I. Training Overview introduced by Company's President**

Training improves morale, teaches methods, develops supervisory skills, builds team spirit, and increases supervisory knowledge and confidence. Our training program was designed to achieve standardization of training for all custodial workers, and is presented by our Training Coordinator and first-line supervisors.

To function effectively, all employees must know when to work, where to work, for whom to work, what work to do, and how best to complete the work. The objective is to quickly orient both inexperienced and experienced workers to the high quality standards of provided services.

Classroom training in cleaning methods and safety procedures reduces the time required to be spent with each employee, allowing for a smooth transition from trainee to a productive staff member.

#### **II. Industry Overview**

- A. Factors affecting cleaning
- B. Commercial Cleaning
- C. Advantages and disadvantages

#### **III. Cleaning Processes - General cleaning procedures**

- A. Wet
- B. Dry
- C. Low Moisture
- D. Other

#### **IV. Systems Approach to Cleaning - Cleaning methods and use of products and equipment**

- A. Manufacture
- B. Installation
- C. Prevention
- D. Vacuuming
- E. Spotting
- F. Cleaning
- G. Finishing
- H. Crew Procedures
- I. Equipment Care

## **V. Spot and Stain Removal**

- A. The Basics
- B. Chemicals
- C. Permanent Damage
- D. Urine
- E. Other Specialized Spots

## **VI. Safety**

- A. Chemical (Proper use of dilution of cleaning chemicals)
- B. IAQ/Indoor Environmental Quality
- C. Equipment
- D. Slip, Trip and Fall
- E. PPE
- F. MSDS
- G. Reporting
- H. Soil and Cleaning Theory

## **VII. Carpet Color and Dying**

- A. Spot
- B. Full Room
- C. Side Match

## **VIII. Water Damage Restoration Basics**

**NOTE:** After the training sessions are completed, a self assessment by the trainee is requested by the trainer, followed by a Trainer evaluation which determines the competencies of each new staff member. Trainee's that do not meet our required level of comprehension are NOT permitted to move on to "in field" training until our Training Coordinator feels that they are ready to do so.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> AssuredPartners of Illinois, LLC 4350 Weaver Pkwy Warrenville IL 60555-3925	<b>CONTACT</b> <b>NAME:</b> Certificate Team <b>PHONE</b> (A/C, No, Ext): 630-355-2077 <b>E-MAIL</b> ADDRESS: certs.apil@assuredpartners.com	<b>FAX</b> (A/C, No): 630-355-7996
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A:</b> American Fire and Casualty Company		24066
<b>INSURER B:</b> Ohio Casualty Insurance Company		24074
<b>INSURER C:</b> AmTrust Insurance Company		15954
<b>INSURER D:</b> Western Surety Company		13188
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**COVERAGES****CERTIFICATE NUMBER:** 1273614757**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		BKA68822145	3/11/2025	3/11/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			USO68822145	3/11/2025	3/11/2026	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N/A		KWC1383358	2/20/2025	2/20/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A A D	Business Personal Property Employment Practices Liability Janitorial Fidelity Bond			BKA68822145 BKA68822145 62577315	3/11/2025 3/11/2025 11/2/2024	3/11/2026 3/11/2026 11/2/2025	Limit/Deductible \$21,200/\$1,000 Limit \$1,000,000 Limit \$50,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

The City of Darien, its officials, employees, agents and volunteers are listed as additional insured as it pertains to the general liability policy per written contract

**CERTIFICATE HOLDER****CANCELLATION**City of Darien  
1702 Plainfield Rd  
Darien IL 60561

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.





# CITY OF DARIEN

## MEMO

**TO:** Administrative/Finance Committee Members  
**FROM:** Bryon D. Vana, City Administrator  
**DATE:** August 28, 2025  
**SUBJECT:** Draft Audit review-FYE 4-30-2025

---

Attached and labeled below are the draft audit documents for the fiscal year ending 4-30-2025. The City's independent auditing firm, SIKICH, will present the draft audit and answer any questions. Please note, page numbers referenced are in the lower right hand corner.

- 1) [ILCS Management Letter](#) – page 41
- 2) [Board Communications](#) – page 42
- 3) [MDA](#) – page 69
- 4) [Audit/AFR](#) – page 81

We are submitting to you the following draft of the management letter to expedite your review. This draft or elements within should not be shared with any external parties, nor should any inference be made to any parties that no modifications are expected before this management letter is submitted as final.

The Honorable Mayor  
Members of the City Council  
City of Darien, Illinois

Ladies and Gentlemen:

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Darien, Illinois (the City) as of and for the year ended April 30, 2025, in accordance with auditing standards generally accepted in the United States of America, we considered the City's system of internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis.

This communication is intended solely for the information and use of the Mayor, City Council and management and is not intended to be and should not be used by anyone other than these specified parties.

Naperville, Illinois  
REPORT DATE

**CITY OF DARIEN, ILLINOIS**

---

**AUDITOR'S COMMUNICATION TO THE  
HONORABLE MAYOR AND  
MEMBERS OF THE CITY COUNCIL**

For the Year Ended April 30, 2025

We are submitting to you the following draft of the Board Report to expedite your review. This draft or elements within should not be shared with any external parties, nor should any inference be made to any parties that no modifications are expected before this Board Report is submitted as final.

**SIKICH.COM**

**CITY OF DARIEN, ILLINOIS**  
**AUDITOR’S COMMUNICATION TO THE HONORABLE MAYOR**  
**AND MEMBERS OF THE CITY COUNCIL**  
**TABLE OF CONTENTS**

---

Preliminary and Tentative  
for Discussion Purposes Only

	<u>Page(s)</u>
COVER LETTER .....	1
REQUIRED COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE .....	2-6
• Adjusting Journal Entries	
• Passed Adjustments	
COMMUNICATION OF DEFICIENCIES IN INTERNAL CONTROL AND OTHER COMMENTS TO MANAGEMENT .....	7-11
COMPANY PROFILE	

REPORT DATE

The Honorable Mayor  
Members of the City Council  
City of Darien  
1702 Plainfield Road  
Darien, Illinois 60561

Ladies and Gentlemen:

As part of our audit process we are required to have certain communications with those charged with governance at the beginning of our audit process and at the conclusion of the audit. Those communications include information related to the planned scope and timing of our audit, as well as other information required by auditing standards. Our communication at the beginning of our audit process along with our questionnaire regarding consideration of fraud in a financial statement audit was sent to you May 1, 2025.

In addition, auditing standards require the communication of internal control related matters to those charged with governance. Our communication of these matters is enclosed within this document.

This information is intended solely for the use of the Mayor, City Council and management of the City of Darien and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Sikich CPA LLC  
By: Kellen O'Malley, CPA, MAS  
Director



REPORT DATE

The Honorable Mayor  
Members of the City Council  
City of Darien, Illinois

We have audited the financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the City of Darien, Illinois (the City) for the fiscal year ended April 30, 2025 and the related notes to financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated REPORT DATE. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated March 14, 2025. Professional standards also require that we communicate to you the following information related to our audit.

**Qualitative Aspects of Accounting Practices**

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended April 30, 2025, except GASB Statement No. 100, *Accounting Changes and Error Correct-an Amendment of GASB Statement No.62*, and Statement No. 101, *Compensated Absences*. We noted no transactions entered into by the City during the year for which there is lack of authoritative guidance or consensus.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We noted no particularly sensitive estimates made by management during our audit of the financial statements except for the actuarial valuation and assumptions for the pension and OPEB plans.

Management's estimate of the City's total pension liabilities, and total other postemployment benefit liability are based on various actuarially determined amounts, including estimated investment returns, dates of employee retirement, discount rates, healthcare trend rates, and mortality rates. We evaluated key factors and assumptions used to develop the management's estimates of the City's total pension liabilities and total other postemployment benefit liability in determining that it is reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear.

Preliminary and Tentative  
for Discussion Purposes Only

### **Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### **Corrected and Uncorrected Misstatements**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the financial statements under audit. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

### **Disagreements with Management**

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### **Management Representations**

We have requested certain representations from management that are included in the management representation letter dated REPORT DATE.

### **Management Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those financial statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### **Other Audit Findings or Issues**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

## **Other Matters**

We applied certain limited procedures to the Management's Discussion and Analysis and the required supplementary information as listed in the table of contents, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund financial statements and schedules as listed in the table of contents, which accompany the basic financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the basic financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the basic financial statements or to the basic financial statements themselves.

We were not engaged to report on the introductory section and supplemental data as listed in the table of contents, which accompany the basic financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

## **Restriction in Use**

This information is intended solely for the use of the Mayor, City Council and management of the City of Darien, and is not intended to be, and should not be, used by anyone other than these specified parties.

We appreciate the courtesies extended to us by the City. If you have any questions regarding the purpose of this letter or the requirement mentioned, please contact us.

Sincerely,

Sikich CPA LLC  
By: Kellen O'Malley, CPA, MAS  
Director



**City of Darien**

**Year End: April 30, 2025**

**Adjusting Journal Entries**

**Date: 5/1/2024 To 4/30/2025**

Preliminary and Tentative  
for Discussion Purposes Only

Number	Date	Name	Account No	Amount
AJE#01	4/30/2025	Cannabis Use Tax Receivable	26-1228 26-CF	2,654.31
AJE#01	4/30/2025	CANNABIS USE TAX	26-00-3435 26-CF	(2,654.31)
		To record Cannabis Use Tax Receivable		
AJE#02	4/30/2025	Lease Receivable	01-1219 01-GF	57,841.00
AJE#02	4/30/2025	Lease Receivable	01-1219 01-GF	3,623.00
AJE#02	4/30/2025	Deferred Inflow - Leases	01-2080 01-GF	(47,806.00)
AJE#02	4/30/2025	Lease Interest Income	01-00-3511 01-GF	(3,623.00)
AJE#02	4/30/2025	Rent/Lease Revenue	01-00-3561 01-GF	(10,035.00)
		To record lessor addition related to AT&T amendment and agree amortization to schedules, and record interest income for early May 2025 payments in accordance with the standard		
AJE#03	4/30/2025	Vehicles/Equipment	02-1940 02-WF	110,476.00
AJE#03	4/30/2025	Vehicles/Equipment	99-1940 99-G	110,476.00
AJE#03	4/30/2025	Vehicles/Equipment	99-1940 99-G	(82,499.00)
AJE#03	4/30/2025	A/D - Machinery & Equipment	99-1990 99-G	82,499.00
AJE#03	4/30/2025	Purchases - PW	02-50-6502 02-WF	(110,476.00)
AJE#03	4/30/2025	Purchases - PW	99-90-6502 99-G	(110,476.00)
		To record the addition of a 2024 Ford F450 for Public Works that was not included in the TB		
AJE#04	4/30/2025	Telecom Tax Receivable	01-1206 01-GF	180.30
AJE#04	4/30/2025	Sales Tax Receivable	01-1207 01-GF	12,876.82
AJE#04	4/30/2025	Local Use Tax Receivable	01-1208 01-GF	(67,940.77)
AJE#04	4/30/2025	Telecommunication Taxes	01-00-3242 01-GF	(180.30)
AJE#04	4/30/2025	Local Use Tax	01-00-3420 01-GF	67,940.77
AJE#04	4/30/2025	Sales Taxes	01-00-3430 01-GF	(12,876.82)
		Adjust tax receivable for updated estimate		
AJE#05	4/30/2025	Real Estate Taxes Receivable	01-1204 01-GF	7,785.34
AJE#05	4/30/2025	Deferred Revenue	01-2180 01-GF	(7,785.34)
		Adjust property tax receivable		
AJE#06	4/30/2025	Accrued Expenses	01-2165 01-GF	(51,927.26)
AJE#06	4/30/2025	Economic Development	01-20-4240 01-GF	51,927.26
		To adjust economic incentive payable		

## PASSED ADJUSTMENTS

**City of Darien**  
(CLIENT)

Preliminary and Tentative  
GOVERNMENTAL ACTIVITIES  
(b) Discussion Purposes Only  
(OPINION UNIT)

For the Year Ended 4/30/2025

All entries posted as Debit (Credit)

Description	Workpaper Reference	Assets/ Deferred Outflows	(Liabilities)/ (Deferred Inflows)	(Net Position/Fund Balance)	Change in Net Position/Fund Balance
Current Effect of Prior Period Passed AJE's that have carried forward to Current Period		\$ -	\$ -	\$ -	\$ -
To record the effects of GASB-96	4225	443,912	(373,719)	(25,879)	(44,314)
To record installment contracts for Bodycams In-Car Cameras, and Tasers	4223	161,529	(161,529)	-	-
To correct capital asset additions for equipment not received as of year end.	3504	(56,820)	-	-	56,820
Totals		\$ 548,621	\$ (535,248)	\$ (25,879)	\$ 12,506

**CITY OF DARIEN, ILLINOIS**  
**COMMUNICATION OF DEFICIENCIES**  
**IN INTERNAL CONTROL AND**  
**OTHER COMMENTS TO MANAGEMENT**

April 30, 2025

The Honorable Mayor  
Members of Management  
City of Darien, Illinois

As part of the annual audit, we are required to communicate internal control matters that we classify as significant deficiencies and material weaknesses to those charged with governance. A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

During our audit, we also identify certain matters which we communicate only to management. While many of these matters are operational in nature, they may include internal control deficiencies that do not meet the definition of a significant deficiency or material weakness. We have chosen to communicate these matters in this communication. As discussed on the following pages, we identified certain deficiencies in internal control. In addition, we reviewed the status of the deficiencies from April 30, 2024. The status of these is included in Appendix A.

This memorandum is intended solely for the information and use of management and the City Council and is not intended and should not be used by anyone other than these specified parties.

I encourage you to contact me at (630) 210-3083 should you have any questions.

Naperville, Illinois  
REPORT DATE

**Future Accounting Pronouncements**

The Governmental Accounting Standards Board has issued a number of pronouncements that may impact the City in the future.

GASB Statement No. 102, *Certain Risk Disclosures*, establishes financial reporting requirements for risks related to vulnerabilities due to certain concentrations or constraints. This Statement defines a concentration as a lack of diversity related to an aspect of a significant inflow of resources or outflow of resources. A constraint is a limitation imposed on a government by an external party or by formal action of the government's highest level of decision-making authority. Concentrations and constraints may limit a government's ability to acquire resources or control spending. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. This Statement is effective for the fiscal year ending April 30, 2026.

GASB Statement No. 103, *Financial Reporting Model Improvements*, improves key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. This statement also addresses certain application issues. This Statement requires that the information presented in MD&A be limited to the related topics discussed in five sections: (1) Overview of the Financial Statements, (2) Financial Summary, (3) Detailed Analyses, (4) Significant Capital Asset and Long-Term Financing Activity, and (5) Currently Known Facts, Decisions, or Conditions. Furthermore, this Statement stresses that the detailed analyses should explain why balances and results of operations changed rather than simply presenting the amounts or percentages by which they changed. This Statement describes unusual or infrequent items as transactions and other events that are either unusual in nature or infrequent in occurrence. This Statement requires that the proprietary fund statement of revenues, expenses, and changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses. Operating revenues and expenses are defined as revenues and expenses other than nonoperating revenues and expenses. Nonoperating revenues and expenses are defined as (1) subsidies received and provided, (2) contributions to permanent and term endowments, (3) revenues and expenses related to financing, (4) resources from the disposal of capital assets and inventory, and (5) investment income and expenses. This Statement requires governments to present each major component unit separately in the reporting entity's statement of net position and statement of activities if it does not reduce the readability of the statements. This Statement requires governments to present budgetary comparison information using a single method of communication—RSI. Governments also are required to present (1) variances between original and final budget amounts and (2) variances between final budget and actual amounts. An explanation of significant variances is required to be presented in notes to RSI. The requirements of this Statement are effective for fiscal years beginning after April 30, 2027, and all reporting periods thereafter. Earlier application is encouraged.

## OTHER INFORMATION (Continued)

Preliminary and Tentative  
for Discussion Purposes Only

### Future Accounting Pronouncements (Continued)

GASB Statement No. 104, *Disclosure of Certain Capital Assets*, requires certain types of capital assets to be disclosed separately in the capital asset note disclosures. Lease assets recognized in accordance with Statement No. 87, *Leases*, and intangible right-to-use assets recognized in accordance with Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, should be disclosed separately by major class of underlying asset in the capital assets note disclosures. Subscription assets recognized in accordance with Statement No. 96, *Subscription-Based Information Technology Arrangements*, also should be separately disclosed. In addition, this Statement requires intangible assets other than those three types to be disclosed separately by major class. This Statement also requires additional disclosures for capital assets held for sale. A capital asset is a capital asset held for sale if (a) the government has decided to pursue the sale of the capital asset and (b) it is probable that the sale will be finalized within one year of the financial statement date. Governments should consider relevant factors to evaluate the likelihood of the capital asset being sold within the established time frame. This Statement requires that capital assets held for sale be evaluated each reporting period. Governments should disclose (1) the ending balance of capital assets held for sale, with separate disclosure for historical cost and accumulated depreciation by major class of asset, and (2) the carrying amount of debt for which the capital assets held for sale are pledged as collateral for each major class of asset. This Statement is effective for the fiscal year ending April 30, 2027.

We will advise the City of any progress made by GASB in developing this and other future pronouncements that may have an impact on the financial position and results of operation of the City.

**APPENDIX A**  
**STATUS OF COMMENTS FROM APRIL 30, 2024**

Preliminary and Tentative  
for Discussion Purposes Only

**DEFICIENCY**

We consider the following to be deficiency in the City's internal controls.

**Segregation of Duties**

During our review of internal controls, we noted that journal entries can be entered into the general ledger without being approved by a separate individual. Additionally, we noted there is no evidence of formal review of the bank reconciliations. We recommend that all general journal entries and bank reconciliations be reviewed and approved by someone other than the person entering and/or creating the journal entry/bank reconciliation to maintain an audit trail that documents both the preparer and reviewer of the original entry.

If a secondary review of the general journal entries and bank reconciliations is not practical, the City Council serves as a compensating control for the lack of segregation of duties in this area. Accordingly, it is important for the City Council to continue to review and approve monthly budget versus actual statements by fund. Additionally, the Council should continue to review and approve all significant financial transactions including purchases, payments to vendors/employees, and investments and to document the dollar amount of those approvals in the minutes.

**Status** - Comment still applicable as of April 30, 2025.





ACCOUNTING TECHNOLOGY ADVISORY

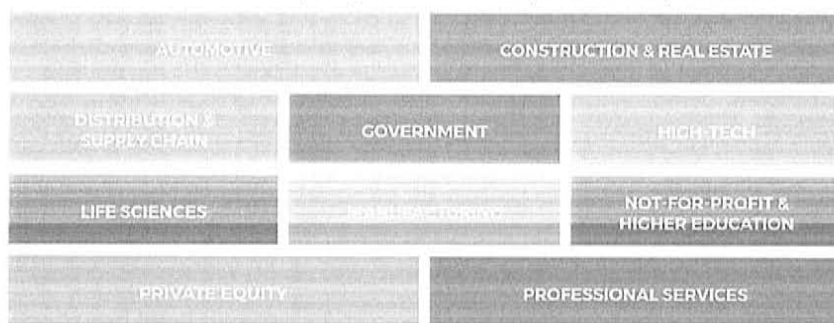
Only

## Sikich is a global company specializing in technology-enabled professional services.

Now with more than 1,900 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments and federal agencies, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.

## INDUSTRIES

Sikich provides services and solutions to a wide range of industries. We have devoted substantial resources to develop a significant base of expertise and experience in:



## SPECIALIZED SERVICES

### ACCOUNTING, AUDIT, TAX & CONSULTING SERVICES

- Outsourced Accounting
- Audit & Assurance
- Consulting Services
- Employee Benefit Plan Audits
- International Tax
- Tax

### TECHNOLOGY

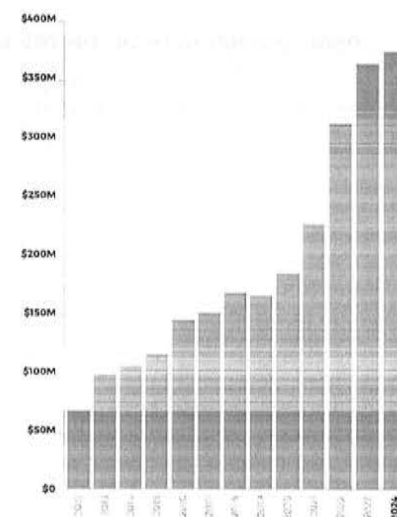
- Business Application
- Cloud & Infrastructure
- Consulting & Implementation
- Cybersecurity & Compliance
- Digital Transformation Consulting

### ADVISORY

- Forensic & Valuation Services
- Governance, Risk & Compliance Services
- Human Capital Management & Payroll Consulting
- Insurance Services
- Investment Banking
- Marketing & Communications
- Retirement Plan Services
- Regulatory, Quality & Compliance
- Site Selection & Business Incentives
- Succession Planning
- Supply Chain
- Transaction Advisory Services
- Wealth Management
- Workforce Risk Management

## WHO WE ARE

TOTAL PERSONNEL .....1,900+  
2024 REVENUE .....\$375M



## OFFICE LOCATIONS

<b>Ahmedabad, GJ</b>	<b>Los Angeles, CA*</b>
<b>Alexandria, VA</b>	877.279.1900
703.836.1350	<b>Sacramento, CA*</b>
703.836.6701	925.577.5144
<b>Bangalore, KA</b>	<b>Milwaukee, WI</b>
<b>Boston, MA</b>	262.754.9400
508.485.5588	<b>Naperville, IL</b>
<b>Chattanooga, TN</b>	630.566.8400
423.954.3007	<b>Peoria, IL</b>
<b>Chicago, IL</b>	309.694.4251
312.648.6666	<b>Princeton, NJ</b>
<b>Cleveland, OH</b>	609.285.5000
330.864.6661	<b>Springfield, IL</b>
<b>Coimbatore, TN</b>	217.793.3363
<b>Decatur, IL</b>	<b>St. Louis, MO</b>
217.423.6000	314.275.7277
<b>Indianapolis, IN</b>	
317.842.4466	

\*Perform only Technology and Advisory services

Sikich practices in an alternative practice structure in accordance with the AICPA Professional Code of Conduct and applicable law, regulations, and professional standards. Sikich CPA LLC is a licensed CPA firm that provides audit and attest services to its clients, and Sikich LLC and its subsidiaries provide tax and business advisory services to its clients. Sikich CPA LLC has a contractual arrangement with Sikich LLC under which Sikich LLC supports Sikich CPA LLC's performance of its professional services. Sikich LLC and its subsidiaries are not licensed CPA firms.

"Sikich" is the brand name under which Sikich CPA LLC and Sikich LLC provide professional services. The entities under the Sikich brand are independently owned and are not liable for the services provided by any other entity providing services under the Sikich brand. The use of the terms "our company", "we" and "us" and other similar terms denote the alternative practice structure of Sikich CPA LLC and Sikich LLC.

Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC. Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.



## CULTURE

Our dynamic work culture fosters learning, growth and innovation, attracting top-notch team members who see the big picture. Sikich's culture is built on a flexible, trusting work environment and the key pillars of Absolute Integrity, Bias for Action, Continuous Innovation and Servant Leadership. We believe our people are our greatest asset and work hard to ensure that all team members feel empowered, comfortable and valued.



## CERTIFICATIONS & AWARDS

All professional accounting staff with more than one year of experience have earned or are working toward earning the Certified Public Accountant designation. Sikich is a member of the **American Institute of Certified Public Accountants' Governmental Audit Quality Center** and the **Employee Benefit Plan Audit Quality Center**.

We adhere to the strict requirements of membership, which assure we meet the highest standards of audit quality. **In 2023, Sikich received its 12th consecutive unmodified ("pass") peer review report**, the highest level of recognition conferred upon a public accounting firm for its quality control systems.

Sikich ranks among the **top 30 firms nationally** on the *Accounting Today* Top 100 Firms list.



Sikich is among the **50 firms that place on Inside Public Accounting's 2024 Best of the Best Firms**, an exclusive list that ranks organizations on key areas of management, growth and strategic vision.



Sikich is a **Microsoft Dynamics' 2023/2024 Inner Circle** award recipient, a recognition that places Sikich in the **top 1% of all Microsoft Business Applications partners globally**.



We also maintain the **Oracle NetSuite 5 Star Award** and are among the **top three U.S. partners of Oracle NetSuite**.



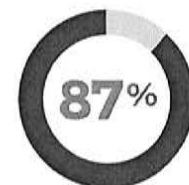
Sikich ranks on the **Redmond Channel Partner Magazine's top 350 Microsoft partners in the U.S.**, **CRN's Top 500 Managed Service Providers**, **CRN's Top 500 Solution Providers** and **Channel Futures' MSP 501**.



## NET PROMOTER SCORE

**The firm's overall Net Promoter Score (NPS) is 87%.**

This is a measure of our clients' willingness to recommend Sikich's services and products. An NPS of 50% is considered excellent, and 70% NPS is considered world-class.



## **CITY OF DARIEN, ILLINOIS**

---

### **ANNUAL FINANCIAL REPORT**

**For the Year Ended April 30, 2025**

We are submitting to you the following draft of your financial statements to expedite your review. As stated in our engagement letter with you, the fair presentation of the financial statements is your responsibility. This draft, or elements within should not be shared with any external parties, nor should any inference be made to any parties that no material adjustments or material disclosure modifications are expected before these statements are submitted as final.

**SIKICH.COM**

Prepared by the General Administration Department

Michael J. Coren  
City Treasurer

---

	<u>Page(s)</u>
<b>INTRODUCTORY SECTION</b>	
Principal Officials .....	i
<b>FINANCIAL SECTION</b>	
INDEPENDENT AUDITOR’S REPORT .....	1-4
<b>GENERAL PURPOSE EXTERNAL FINANCIAL STATEMENTS</b>	
Management’s Discussion and Analysis.....	MD&A 1-12
<b>Basic Financial Statements</b>	
<b>Government-Wide Financial Statements</b>	
Statement of Net Position .....	5
Statement of Activities .....	6-7
<b>Fund Financial Statements</b>	
<b>Governmental Funds</b>	
Balance Sheet.....	8
Reconciliation of Fund Balances of Governmental Funds to the Governmental Activities in the Statement of Net Position.....	9
Statement of Revenues, Expenditures, and Changes in Fund Balances .....	10
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Governmental Activities in the Statement of Activities .....	11
<b>Proprietary Funds</b>	
Statement of Net Position .....	12-13
Statement of Revenues, Expenses, and Changes in Net Position.....	14
Statement of Cash Flows .....	15

Page(s)

**FINANCIAL SECTION (Continued)**

**GENERAL PURPOSE EXTERNAL FINANCIAL STATEMENTS (Continued)**

Basic Financial Statements (Continued)

Fund Financial Statements (Continued)

Fiduciary Funds

Statement of Fiduciary Net Position.....	16
Statement of Changes in Fiduciary Net Position.....	17
Notes to Financial Statements .....	18-56

Required Supplementary Information

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual	
General Fund .....	57
Motor Fuel Tax Fund.....	58
Schedule of Employer Contributions	
Illinois Municipal Retirement Fund .....	59
Police Pension Fund .....	60
Schedule of Changes in the Employer's Net Pension Liability and Related Ratios	
Illinois Municipal Retirement Fund .....	61-62
Police Pension Fund .....	63-64
Schedule of Changes in the Employer's Total OPEB liability and Related Ratios	
Other Postemployment Benefit Plan .....	65
Schedule of Investment Returns	
Police Pension Fund .....	66
Notes to Required Supplementary Information .....	67

**COMBINING AND INDIVIDUAL FUND  
FINANCIAL STATEMENTS AND SCHEDULES**

**MAJOR GOVERNMENTAL FUNDS**

Schedule of Revenues - Budget and Actual - General Fund .....	68-69
Schedule of Expenditures - Budget and Actual - General Fund .....	70-74

---

	<u>Page(s)</u>
<b>FINANCIAL SECTION (Continued)</b>	
COMBINING AND INDIVIDUAL FUND	
FINANCIAL STATEMENTS AND SCHEDULES (Continued)	
MAJOR GOVERNMENTAL FUNDS (Continued)	
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual	
Motor Fuel Tax Fund.....	75
Capital Improvement Fund.....	76
NONMAJOR GOVERNMENTAL FUNDS	
Combining Balance Sheet .....	77
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances .....	78
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual Special Service Area Fund .....	79
MAJOR ENTERPRISE FUND	
Schedule of Revenues, Expenses, and Changes in Net Position - Budget and Actual - Water Operations Fund .....	80-81
SUPPLEMENTAL DATA	
Long-Term Debt Requirements	
General Obligation Refunding Bonds, Series 2012.....	82
General Obligation Bonds, Series 2018 .....	83

## **INTRODUCTORY SECTION**

**CITY OF DARIEN, ILLINOIS**

**PRINCIPAL OFFICIALS**

April 30, 2025

---

**MAYOR**

Joseph A. Marchese

**CITY COUNCIL**

Ted V. Schauer  
Gerard Leganski  
Joseph A. Kenny  
Ralph Stompanato  
Mary Coyle Sullivan  
Eric K. Gustafson  
Thomas J. Belczak

**CITY TREASURER**

Michael J. Coren

**CITY CLERK**

JoAnne Ragona

**CITY ATTORNEY**

John B. Murphey

**FINANCIAL SECTION**



## INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor  
Members of the City Council  
City of Darien, Illinois

### Report on the Audit of the Financial Statements

#### Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Darien, Illinois (the City) as of and for the year ended April 30, 2025, and the related notes to financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Darien, Illinois, as of April 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under these standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### Change in Accounting Principle

As described in Note 13 to the financial statements, the City adopted the Governmental Accounting Standards Board (GASB) Statement No. 101, *Compensated Absences*, for the year ended April 30, 2025. The implementation of this guidance resulted in changes to the accrual of compensated absence balances and a restatement of beginning net position. Our opinion was not modified with respect to this matter.

## **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements.

The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

We also have previously audited, in accordance with auditing standards generally accepted in the United States of America, the City's basic financial statements for the year ended April 30, 2024, which are not presented with the accompanying financial statements. In our report dated September 4, 2024, we expressed unmodified opinions on the respective financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information. That audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statement as a whole. The 2024 comparative data included on certain individual fund schedules are presented for purposes of additional analysis and are

not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2024 financial statements. The information has been subjected to the auditing procedures applied in the audit of those basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2024 comparative information included on certain individual fund schedules are fairly stated in all material respects in relation to the basic financial statements from which they have been derived.

*Other Information*

Management is responsible for the other information included in the annual report. The other information comprises the introductory section and supplemental data but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Naperville, Illinois

**REPORT DATE**

**GENERAL PURPOSE EXTERNAL  
FINANCIAL STATEMENTS**

## CITY OF DARIEN

**Management's Discussion and Analysis***For the Year Ended April 30, 2025*

---

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management of the City of Darien, we offer readers of Darien's financial statements this narrative overview and analysis of the financial activities of the City of Darien for the fiscal year ended April 30, 2025. Management's Discussion and Analysis (MD&A) is designed to focus on the current year's activities, resulting changes, and currently known facts. We encourage readers to consider the information presented here in conjunction with the City's financial statements.

The City of Darien's MD&A is also designed to assist the reader in focusing on significant financial issues, provide an overview of financial activities, identify current changes, address the subsequent year's challenges, identify material deviations from the financial plan (approved budgets), and identify issues with individual funds.

**FINANCIAL HIGHLIGHTS**

- ❑ The City of Darien maintained compliance with the Police Pension funding requirements as well as the IMRF funding requirements throughout the year.
- ❑ The City transferred \$3.5 million to the Capital Improvements Fund in FYE 25 to be used in the City of Darien's 3-year Capital Improvement Plan. The Capital Improvement Plan includes sidewalk replacement, storm-water ditch projects, new street lighting, the road program, and crack sealing to name a few.
- ❑ The City planned and maintained a minimum of 3 months balance of operating expenses in the General Fund throughout the fiscal year.
- ❑ The City reduced its General Obligation Refunding Bond debt by \$610,000 during the year.

(See Independent Auditor's Report)

MD&A 1

CITY OF DARIEN

**Management's Discussion and Analysis**

*For the Year Ended April 30, 2025*

---

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The basic financial statements are comprised of three components:

- Government-wide financial statements,
- Fund financial statements, and
- Notes to the basic financial statements

This report also contains other supplementary information in addition to the basic financial statements.

**Government-Wide Financial Statements**

The government-wide financial statements (see pages 5-7) are designed to be corporate-like in that all governmental and business-type activities are consolidated into columns which add to a total for the Primary Government.

□ The focus of the *Statement of Net Position* (the "Unrestricted Net Position") is designed to be similar to bottom line results for the City and its governmental and business-type activities. This statement combines and consolidates governmental funds' current financial resources (short-term spendable resources) with capital assets and long-term obligations using the accrual basis of accounting and economic resources measurement focus.

□ The *Statement of Activities* is focused on both the gross and net cost of various activities (including governmental and business-type), which are supported by the government's general taxes and other resources. This is intended to summarize and simplify the user's analysis of the cost of various governmental services and/or subsidy to various business-type activities.

□ The *Governmental Activities* reflect the City's basic services, including administration, police and buildings, planning and development, streets and yard waste, and public works. Property taxes, sales taxes, and shared state income taxes finance the majority of these services.

□ The *Business-Type Activities* reflect private sector type operations (Water & Sewer), where the fee for service typically covers all or most of the cost of operation including depreciation.

(See Independent Auditor's Report)

MD&A 2

CITY OF DARIEN

**Management's Discussion and Analysis**

For the Year Ended April 30, 2025

---

**Fund Financial Statements**

Traditional users of governmental financial statements will find the Fund Financial Statements presentation (pages 8-15) more familiar. The focus is on Major Funds, rather than the previous model fund types. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

□ Governmental Funds are presented on a sources and uses of liquid resources basis. This is the manner in which the financial plan (the budget) is typically developed. The flow and availability of liquid (spendable) resources is a clear and appropriate focus of any analysis of a government. Funds are established for various purposes and the Fund Financial Statements allow the demonstration of sources and uses and/or budgeting compliance associated herewith. Governmental Funds are recorded using the current financial resources method. The flow of current financial resources will reflect bond proceeds and inter-fund transfers as other financial sources, as well as capital expenditures and bond principal payments as expenditures. A reconciliation will eliminate these transactions and incorporate the capital assets and long-term obligations (bonds and others) into the Governmental Activities column (in the Government-Wide Financial Statements).

□ *Proprietary Funds*, also called Enterprise Funds, include the Water/Sewer Fund. These are used to report the same function presented in business-type activities in the City-Wide Financial Statements. Accounting for this type of fund, we utilize the economic resources method, in a similar fashion as corporate accounting. Unlike Governmental Funds, the Business-Type Activities column on the Business-Type Fund Financial Statements is the same as the Business-Type column on the Government-Wide Financial Statements.

□ *Fiduciary Funds* represent trust responsibilities of the government, but which have resources that are held for the benefit of parties outside the City. These assets are restricted in purpose and do not represent discretionary assets of the government. Therefore, these assets are not presented as part of the Government-Wide Financial Statements. Accounting for fiduciary component units is similar to that used by proprietary funds. Currently the City has one fiduciary component unit, the Police Pension Fund.



CITY OF DARIEN

***Management's Discussion and Analysis***

*For the Year Ended April 30, 2025*

---

**Notes to the Financial Statements**

The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and various fund financial statements.

**Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the City's contributions and funding progress of the Illinois Municipal Retirement Fund, Police Pension Fund, and Other Postemployment Benefit Plan; as well as, budget to actual comparisons of the General Fund and any major special revenue funds. Supplementary schedules include combining and individual fund financial statements and schedules and supplemental data.

## CITY OF DARIEN

**Management's Discussion and Analysis**

For the Year Ended April 30, 2025

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLY**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Condensed Statement of Net Position As of April 30, 2025 and 2024 (In millions of dollars)									
	<u>Governmental Activities</u>			<u>Business-Type Activities</u>			<u>Government Total</u>		
	<u>2025</u>	<u>2024</u>	<u>Change</u>	<u>2025</u>	<u>2024</u>	<u>Change</u>	<u>2025</u>	<u>2024</u>	<u>Change</u>
Current and other assets	34.29	32.14	2.15	5.45	5.75	(0.30)	39.74	37.89	1.85
Capital assets	<u>8.64</u>	<u>7.26</u>	<u>1.38</u>	<u>8.36</u>	<u>8.61</u>	<u>(0.25)</u>	<u>17.00</u>	<u>15.87</u>	<u>1.13</u>
<i>Total Assets</i>	<u>42.93</u>	<u>39.40</u>	<u>3.53</u>	<u>13.81</u>	<u>14.36</u>	<u>(0.55)</u>	<u>56.74</u>	<u>53.76</u>	<u>2.98</u>
Deferred Outflow of Resources	4.11	6.09	(1.98)	0.25	0.44	(0.19)	4.36	6.53	(2.17)
Total assets and Deferred Outflow of Resources	<u>47.04</u>	<u>45.49</u>	<u>1.55</u>	<u>14.06</u>	<u>14.80</u>	<u>(0.74)</u>	<u>61.10</u>	<u>60.29</u>	<u>0.81</u>
Long-term liabilities	31.36	32.07	(0.71)	1.74	2.51	(0.77)	33.10	34.58	(1.48)
Other liabilities	<u>1.48</u>	<u>1.52</u>	<u>(0.04)</u>	<u>1.16</u>	<u>1.11</u>	<u>0.05</u>	<u>2.64</u>	<u>2.63</u>	<u>0.01</u>
<i>Total Liabilities</i>	<u>32.84</u>	<u>33.59</u>	<u>(0.75)</u>	<u>2.90</u>	<u>3.62</u>	<u>(0.72)</u>	<u>35.74</u>	<u>37.21</u>	<u>(1.47)</u>
Deferred Inflows of Resources	4.97	5.05	(0.08)	0.06	0.05	0.01	5.03	5.10	(0.07)
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>37.81</b>	<b>38.64</b>	<b>(0.83)</b>	<b>2.96</b>	<b>3.67</b>	<b>(0.71)</b>	<b>40.77</b>	<b>42.31</b>	<b>(1.54)</b>
<i>Net position</i>									
Net investment in capital Assets.	8.64	6.82	1.82	6.30	5.94	0.36	14.94	12.76	2.18
Restricted	0.89	2.10	(1.21)	0.00	0.00	0.00	0.89	2.10	(1.21)
Unrestricted	<u>(0.30)</u>	<u>(2.07)</u>	1.77	<u>4.80</u>	<u>5.19</u>	<u>(0.39)</u>	<u>4.50</u>	<u>3.12</u>	1.38
<b>Total Net Position</b>	<u><b>9.23</b></u>	<u><b>6.85</b></u>	<u><b>2.38</b></u>	<u><b>11.10</b></u>	<u><b>11.13</b></u>	<u><b>(0.03)</b></u>	<u><b>20.33</b></u>	<u><b>17.98</b></u>	<u><b>2.35</b></u>

(See Independent Auditor's Report)

MD&amp;A 5

CITY OF DARIEN

***Management's Discussion and Analysis***

*For the Year Ended April 30, 2025*

---

**Normal Impacts**

There are six basic (normal) transactions that will affect the comparability of the Statement of Net Position summary presentation.

Net results of activities – which will impact (increase/decrease) current assets and unrestricted net position.

Borrowing for capital – which will increase current assets and long-term debt.

Spending borrowed proceeds on new capital – which will: (a) reduce current assets and increase capital assets; and, (b) increase capital assets and long-term debt, which will not change the net investment in capital assets.

Spending of non-borrowed current assets on new capital – which will: (a) reduce current assets and increase capital assets; and, (b) will reduce unrestricted net position and increase net investment in capital assets.

Principal payment on debt – which will: (a) reduce current assets and reduce long-term debt; and, (b) reduce unrestricted net position and increase net investment in capital assets.

Reduction of capital assets through depreciation – will reduce capital assets and net investment in capital assets.

**Current Year Impacts**

As noted earlier, net position may serve over time as a useful indicator of a governments' financial position. In the case of the City of Darien, total net position increased approximately \$2.35 million from \$17.98 million to \$20.33 million. The increase was a result of conservative budgeting, a decrease in project expenses, and the approval of grants. The City of Darien has a goal to maintain a specific level of fund balance which is used to cover Capital Project expenditures or used for the early payment of debt.

The City implemented GASB Statement No. 101, *Compensated Absences*. The implementation of this guidance impacted the beginning accrual balance of compensated absence balances, which resulted in a restatement of beginning net position of \$0.2 million.

The City of Darien's assessed property tax rate was .2233. The City of Darien's portion of a resident's tax bill is approximately 3.46% of their total tax bill. The City of Darien's property taxes remain relatively lower than other municipalities within DuPage County.

A portion of the net position of the governmental activities is restricted for street maintenance, road improvements, storm sewer, public safety, and a special service area.

(See Independent Auditor's Report)

MD&A 6

*CITY OF DARIEN*  
**Management's Discussion and Analysis**  
For the Year Ended April 30, 2025

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLY

Condensed Statement of Activities									
As of April 30, 2025 and 2024									
(In millions of dollars)									
	<u>Governmental</u> <u>Activities</u>			<u>Business-Type</u> <u>Activities</u>			<u>Government</u> <u>Total</u>		
	<u>2025</u>	<u>2024</u>	<u>Change</u>	<u>2025</u>	<u>2024</u>	<u>Change</u>	<u>2025</u>	<u>2024</u>	<u>Change</u>
<b>Revenues:</b>									
<i>Program Revenues:</i>									
Charges for Services Operating and Capital	1.60	1.61	(0.01)	7.83	7.86	(0.03)	9.43	9.47	(0.04)
Grants and Contributions	1.16	1.44	(0.28)	-	-	-	1.16	1.44	(0.28)
<i>General Revenues:</i>									
Property Taxes	2.51	2.50	0.01	-	-	-	2.51	2.50	0.01
Other Taxes	15.33	14.89	0.44	-	-	-	15.33	14.89	0.44
Other General Revenues	<u>1.59</u>	<u>1.57</u>	<u>0.02</u>	<u>0.27</u>	<u>0.25</u>	<u>0.02</u>	<u>1.86</u>	<u>1.82</u>	<u>0.04</u>
<b>Total Revenues</b>	<b>22.19</b>	<b>22.01</b>	<b>0.18</b>	<b>8.10</b>	<b>8.11</b>	<b>(0.01)</b>	<b>30.29</b>	<b>30.12</b>	<b>0.17</b>
<b>Expenses:</b>									
General Government	2.45	2.48	(0.03)	-	-	-	2.45	2.48	(0.03)
Highways and Streets	5.90	7.40	(1.50)	-	-	-	5.90	7.40	(1.50)
Public Safety	11.28	11.69	(0.41)	-	-	-	11.28	11.69	(0.41)
Interest and Fees	0.00	0.00	0.00	-	-	-	0.00	0.00	0.00
Water	<u>-</u>	<u>-</u>	<u>-</u>	<u>8.11</u>	<u>7.53</u>	<u>0.58</u>	<u>8.11</u>	<u>7.53</u>	<u>0.58</u>
<b>Total Expenses</b>	<b>19.63</b>	<b>21.57</b>	<b>(1.94)</b>	<b>8.11</b>	<b>7.53</b>	<b>0.58</b>	<b>27.74</b>	<b>29.10</b>	<b>(1.36)</b>
Change in Net Position	2.55	0.44	2.11	0.00	0.58	(0.58)	2.55	1.02	1.53
Change in Accounting Principle	(0.17)	0.00	(0.17)	(0.03)	0.00	(0.03)	(0.20)	0.00	(0.20)
Net Position, Beginning of Year	<u>6.85</u>	<u>6.41</u>	<u>0.44</u>	<u>11.13</u>	<u>10.55</u>	<u>0.58</u>	<u>17.98</u>	<u>16.96</u>	<u>1.02</u>
<b>Net Position, End of Year</b>	<b>9.23</b>	<b>6.85</b>	<b>2.38</b>	<b>11.10</b>	<b>11.13</b>	<b>(0.03)</b>	<b>20.33</b>	<b>17.98</b>	<b>2.35</b>

**Normal Impacts**

There are eight basic (normal) impacts that will affect the comparability of the revenues and expenses on the Statement of Activities summary presentation.

(See Independent Auditor's Report)  
MD&A 7

CITY OF DARIEN

**Management's Discussion and Analysis**

*For the Year Ended April 30, 2025*

---

**Revenues**

Economic condition – which can reflect a declining, stable, or growing economic environment, and has substantial impact on state sales, replacement, and hotel/motel tax revenue; as well as, public spending habits for building permits, elective user fees, and volumes of consumption.

Increase/decrease in City approved rates – while certain tax rates are set by statute, the City Council has significant authority to impose and periodically increase/decrease rates (water, home rule sales tax, property taxes, etc.).

Changing patterns in intergovernmental and grant revenue (both recurring and non-recurring) – certain recurring revenues (state shared revenues, etc.) may experience significant changes periodically while non-recurring grants are less predictable and often distorted in their impact on year to year comparisons.

Market impacts on investment income – the City's investments may be affected by market conditions causing investment income to increase/decrease.

**Expenses**

Introduction of new programs – within the functional expense categories (general government, public safety, and highways and streets), individual programs may be added or deleted to meet changing community needs.

Change in authorized personnel – changes in service demand may cause the City Council to increase/decrease authorized staffing. Staffing costs (salary and related benefits) represent the largest operating cost of the City.

Salary increases (annual adjustments and merit) – the ability to attract and retain staff members, requires the City to strive to approach a competitive salary range position in the marketplace.

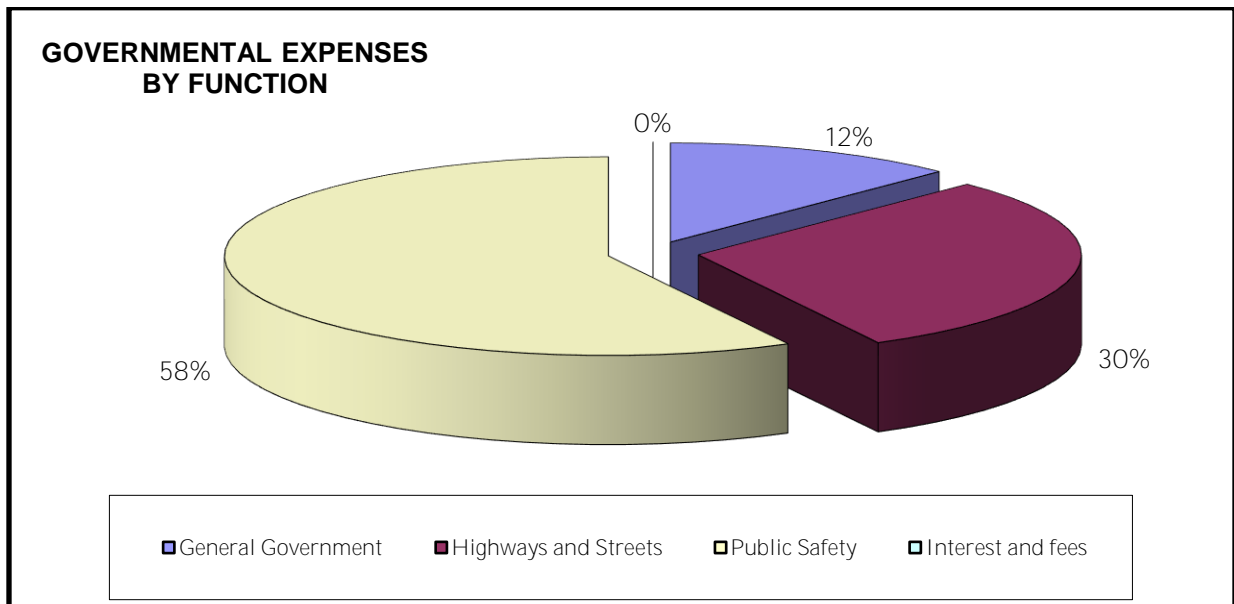
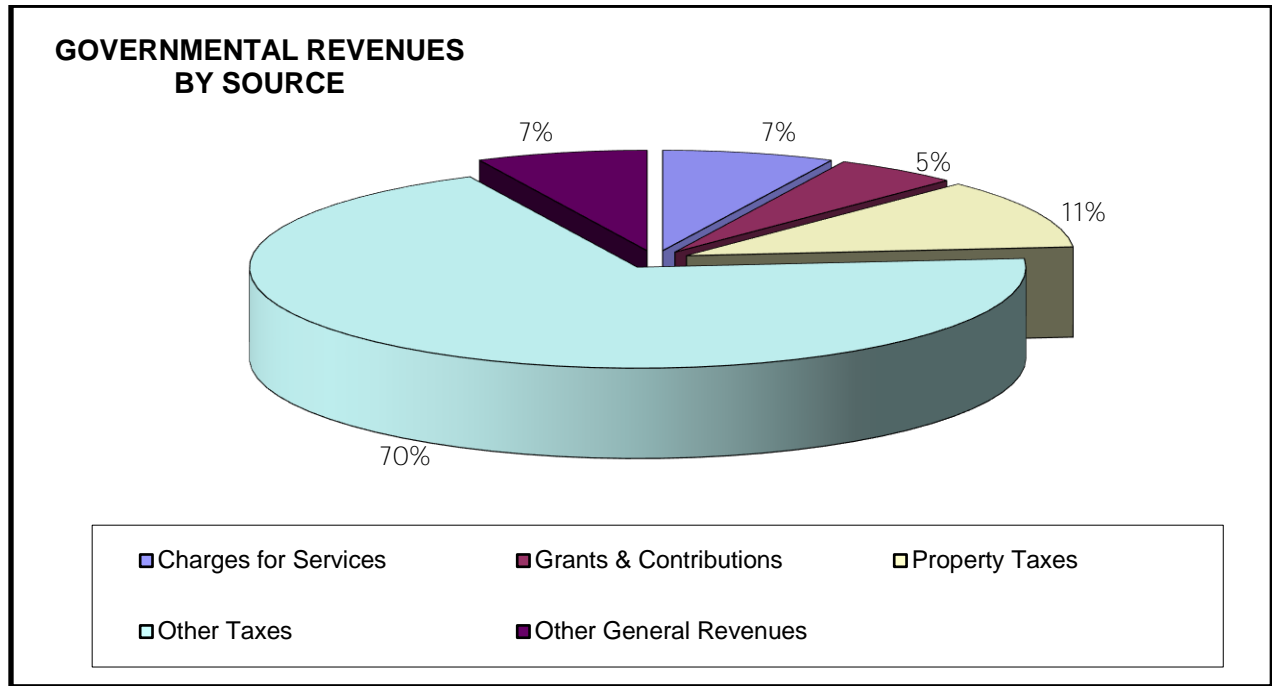
Inflation – the City is a major consumer of certain commodities such as supplies, fuel and parts. Due to significant inflation, some functions may experience unusual commodity specific increases.

CITY OF DARIEN  
**Management's Discussion and Analysis**  
For the Year Ended April 30, 2025

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLY

**GOVERNMENTAL ACTIVITIES**

The percentages illustrated below, represent the governmental revenues and expenditures by source/function per page 6 of the MD&A, column 1.

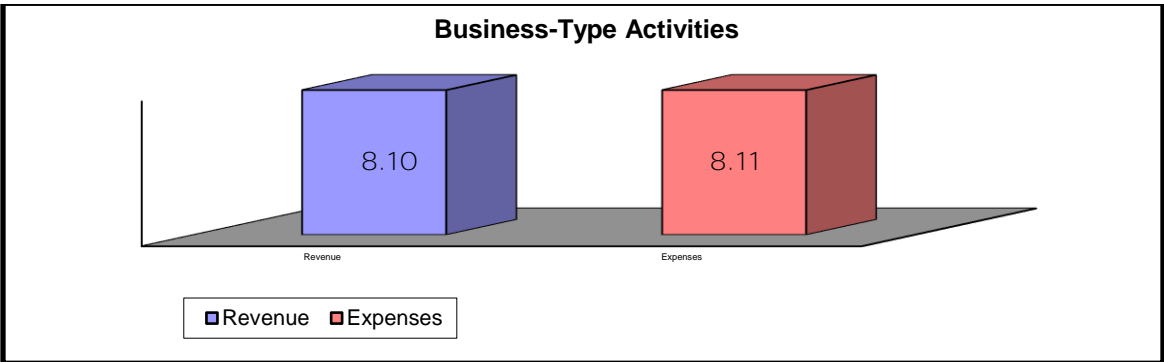


(See Independent Auditor's Report)  
MD&A 9

CITY OF DARIEN  
**Management's Discussion and Analysis**  
For the Year Ended April 30, 2025

**Business Type Activities**

The amounts illustrated below, represent the business-type revenues and expenditures by activity per page 6 of the MD&A, column 2.



The Business-Type activity of the City of Darien includes the Water Department. The Water Department serves the city residents and businesses; pricing of water is based on fees determined by the supplier of water, the DuPage Water Commission. The City of Darien has been able to avoid raising water rates to its residents and businesses over the past several years, even though there have been increases in the fee for the supply of water by the DuPage Water Commission. Sales of water (revenues) can be affected by climate, at times, with warmer and drier summers bringing higher demand. The total revenues of the Water Department decreased by \$0.01 million in comparison to the prior year.

The City pays all of the general expenses from the general fund. On an annual basis, a transfer in the amount of \$250 thousand is done from the Water Department to the General Fund. The reason this transfer is done, is to cover the overhead worked on behalf of the Water Department, yet captured within the General Fund. Total expenses increased by \$0.58 million compared to the last fiscal year.

**FINANCIAL ANALYSIS OF THE CITY'S FUNDS**

The City of Darien uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

**Governmental Funds:** The focus of the City of Darien's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City of Darien financing requirements.

The City of Darien's major governmental funds include; the General Fund, the Motor Fuel Tax Fund, and the Capital Improvement Fund.

At the end of the current fiscal year, the City of Darien's governmental funds reported a combined (major and non-major) ending fund balance of \$28.36 million.

*CITY OF DARIEN*

***Management's Discussion and Analysis***

*For the Year Ended April 30, 2025*

---

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets**

At the end of fiscal year 2025, the City of Darien had total capital assets (net of accumulated depreciation) of \$17.01 million, invested in a broad range of capital assets including police and public works equipment, buildings, water facilities, roads, streets, and sewer lines.

(For more detail see Note 4 of the Audit Report)

**Debt Administration**

The debt administration discussion covers two types of debt reported by the City's financial statements. The City's governmental activities include the general obligation bond issuance for the acquisition and construction of major capital facilities. Overall, the City's governmental activities report a total debt of \$31.65 million. The City began the fiscal year with a balance of \$32.50 million in debt.

In the City's business-type activities a total debt of \$2.39 million is reported. The City began the fiscal year with a balance of \$3.17 million in debt. The business activity debt is paid primarily by revenues generated by the Water Department's sale of water fee for service. The general obligation bonds of the business-type activity are obligations of the business-type activity only and are used for infrastructure and building improvements to the system. (More detailed information about the City's long-term liabilities is presented in Note 6 of the financial statements.)

**FACTORS BEARING ON THE CITY'S FUTURE**

The general economic conditions of DuPage County, Cook County, and the Chicago metropolitan statistical area are affected by the national economics. The unemployment rate for the most recent period available for this year is 4.4% County-wide (Local Area unemployment Statistics LAUS web site). The City's future is also affected by the sales tax base, which can vary based upon the vacancy rate of the local retail establishments, which are affected by the national economy. The City recorded the highest sales tax rate in FY 25 compared to any other fiscal year. The City will continue to monitor the rapidly changing economic conditions to determine appropriate action necessary to maintain the City's sound financial condition, operations, and services.

The City's expenditures are comprised mostly of salaries, benefits and capital projects. Other factors bearing on the City's future include increases in water rates charged by DuPage Water Commission and the City of Chicago, and the general state of the economy. The uncertainty and financial problems with the State of Illinois is a concern for all Illinois municipalities. All of the local economic factors, revenue projections, and analysis of the City's expenditures are factored in the future fiscal budget plans.

(See Independent Auditor's Report)

MD&A 11



*CITY OF DARIEN*

***Management's Discussion and Analysis***

*For the Year Ended April 30, 2025*

---

**REQUESTS FOR INFORMATION**

This financial report is designed to provide the City's citizens, taxpayers, and creditors with a general overview of the City's finances; as well as, to demonstrate the City's accountability for the money it receives. If you have questions about this report, or need additional financial information, contact City Hall:

Bryon Vana  
City Administrator  
1702 Plainfield Road  
Darien, Illinois 60561

Michael J. Coren  
City Treasurer  
1702 Plainfield Road  
Darien, Illinois 60561

Julie Saenz  
Finance Director  
1702 Plainfield Road  
Darien, Illinois 60561

(See Independent Auditor's Report)

MD&A 12



PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLY

## **BASIC FINANCIAL STATEMENTS**

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLY

## STATEMENT OF NET POSITION

April 30, 2025

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>ASSETS</b>			
Cash and cash equivalents	\$ 24,487,968	\$ 3,210,068	\$ 27,698,036
Receivables (net, where applicable, of allowances for uncollectibles)			
Property taxes	2,494,626	-	2,494,626
Accounts	-	1,426,770	1,426,770
Intergovernmental	2,081,190	-	2,081,190
Leases	2,197,848	-	2,197,848
Other	2,940,834	808,449	3,749,283
Inventories	38,601	-	38,601
Prepaid items	51,167	-	51,167
Capital assets not being depreciated	819,529	100,000	919,529
Capital assets being depreciated	7,824,854	8,260,767	16,085,621
<b>Total assets</b>	<b>42,936,617</b>	<b>13,806,054</b>	<b>56,742,671</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Unamortized loss on refunding	-	20,316	20,316
Pension items - police	3,410,170	-	3,410,170
Pension items - IMRF	518,160	205,586	723,746
Pension items - OPEB	185,509	27,449	212,958
<b>Total deferred outflows of resources</b>	<b>4,113,839</b>	<b>253,351</b>	<b>4,367,190</b>
<b>Total assets and deferred outflows of resources</b>	<b>47,050,456</b>	<b>14,059,405</b>	<b>61,109,861</b>
<b>LIABILITIES</b>			
Accounts payable	1,052,713	475,167	1,527,880
Accrued payroll	81,967	12,174	94,141
Accrued interest payable	-	21,390	21,390
Deposits payable	54,864	-	54,864
Noncurrent liabilities			
Due within one year	296,019	650,014	946,033
Due in more than one year	31,358,812	1,741,488	33,100,300
<b>Total liabilities</b>	<b>32,844,375</b>	<b>2,900,233</b>	<b>35,744,608</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred property taxes	2,494,626	-	2,494,626
Deferred inflow - leases	2,025,138	-	2,025,138
Pension items - police	53,128	-	53,128
Pension items - OPEB	394,779	60,510	455,289
<b>Total deferred inflows of resources</b>	<b>4,967,671</b>	<b>60,510</b>	<b>5,028,181</b>
<b>Total liabilities and deferred inflows of resources</b>	<b>37,812,046</b>	<b>2,960,743</b>	<b>40,772,789</b>
<b>NET POSITION</b>			
Net investment in capital assets	8,644,383	6,297,342	14,941,725
Restricted for			
Special service area	24,654	-	24,654
Storm sewer	41,566	-	41,566
Public safety	226,306	-	226,306
Highways and streets	599,956	-	599,956
Unrestricted (deficit)	(298,455)	4,801,320	4,502,865
<b>TOTAL NET POSITION</b>	<b>\$ 9,238,410</b>	<b>\$ 11,098,662</b>	<b>\$ 20,337,072</b>

See accompanying notes to financial statements.

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLY

## STATEMENT OF ACTIVITIES

For the Year Ended April 30, 2025

FUNCTIONS/PROGRAMS	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
<b>PRIMARY GOVERNMENT</b>				
Governmental Activities				
General government	\$ 2,449,567	\$ 919,708	\$ -	\$ -
Highways and streets	5,904,680	464,251	1,023,932	-
Public safety	11,284,144	214,984	138,691	-
Interest and fiscal charges on long-term debt	-	-	-	-
Total governmental activities	19,638,391	1,598,943	1,162,623	-
Business-Type Activities				
Water operations	8,106,264	7,830,847	-	-
Total business-type activities	8,106,264	7,830,847	-	-
<b>TOTAL PRIMARY GOVERNMENT</b>	<b>\$ 27,744,655</b>	<b>\$ 9,429,790</b>	<b>\$ 1,162,623</b>	<b>\$ -</b>

<b>Net (Expense) Revenue and Change in Net Position</b>			
<b>Primary Government</b>			
	<b>Governmental Activities</b>	<b>Business-Type Activities</b>	<b>Total</b>
	\$ (1,529,859)	\$ -	\$ (1,529,859)
	(4,416,497)	-	(4,416,497)
	(10,930,469)	-	(10,930,469)
	-	-	-
	(16,876,825)	-	(16,876,825)
	-	(275,417)	(275,417)
	-	(275,417)	(275,417)
	(16,876,825)	(275,417)	(17,152,242)
General Revenues			
Taxes			
Property	2,514,235	-	2,514,235
Replacement	10,804	-	10,804
Telecommunications	227,085	-	227,085
Utility	1,061,759	-	1,061,759
Amusement	97,781	-	97,781
Hotel/motel	74,394	-	74,394
Road and bridge	271,852	-	271,852
Video gaming	365,366	-	365,366
Cannabis	36,791	-	36,791
Local gas	220,890	-	220,890
Food and beverage	749,754	-	749,754
Intergovernmental - unrestricted			
Income tax	3,825,609	-	3,825,609
Sales tax	7,811,750	-	7,811,750
Use tax	573,378	-	573,378
Investment income	1,150,394	149,733	1,300,127
Miscellaneous	368,560	121,323	489,883
Gain on sale of capital assets	69,202	-	69,202
Total	19,429,604	271,056	19,700,660
CHANGE IN NET POSITION	2,552,779	(4,361)	2,548,418
NET POSITION, MAY 1, AS REPORTED	6,852,959	11,128,747	17,981,706
Change in accounting principle	(167,328)	(25,724)	(193,052)
NET POSITION, MAY 1, AS RESTATED	6,685,631	11,103,023	17,788,654
NET POSITION, APRIL 30	\$ 9,238,410	\$ 11,098,662	\$ 20,337,072

See accompanying notes to financial statements.

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYBALANCE SHEET  
GOVERNMENTAL FUNDS

April 30, 2025

	General	Motor Fuel Tax	Capital Improvements	Nonmajor	Total
<b>ASSETS</b>					
Cash and cash equivalents	\$ 4,666,581	\$ 546,455	\$ 19,088,927	\$ 186,005	\$ 24,487,968
Receivables (net, where applicable, of allowances for uncollectibles)					
Property taxes	2,494,626	-	-	-	2,494,626
Intergovernmental	2,001,635	79,555	-	-	2,081,190
Leases	2,197,848	-	-	-	2,197,848
Other	2,713,715	-	227,119	-	2,940,834
Prepaid items	51,167	-	-	-	51,167
Inventory	38,601	-	-	-	38,601
<b>TOTAL ASSETS</b>	<b>\$ 14,164,173</b>	<b>\$ 626,010</b>	<b>\$ 19,316,046</b>	<b>\$ 186,005</b>	<b>\$ 34,292,234</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>					
<b>LIABILITIES</b>					
Accounts payable	\$ 957,592	\$ 26,054	\$ 68,997	\$ 70	\$ 1,052,713
Accrued payroll	81,967	-	-	-	81,967
Deposits payable	54,864	-	-	-	54,864
Total liabilities	1,094,423	26,054	68,997	70	1,189,544
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable property taxes	2,494,626	-	-	-	2,494,626
Deferred inflow - leases	2,025,138	-	-	-	2,025,138
Other unavailable revenue	-	-	227,119	-	227,119
Total deferred inflows of resources	4,519,764	-	227,119	-	4,746,883
Total liabilities and deferred inflows of resources	5,614,187	26,054	296,116	70	5,936,427
<b>FUND BALANCES</b>					
Nonspendable					
Inventory	38,601	-	-	-	38,601
Prepaid items	51,167	-	-	-	51,167
Restricted					
Special service area	-	-	-	24,654	24,654
Storm sewer	-	-	-	41,566	41,566
Public safety	106,591	-	-	119,715	226,306
Highways and streets	-	599,956	-	-	599,956
Unrestricted					
Assigned					
Capital improvements	-	-	19,019,930	-	19,019,930
Insurance	2,297,595	-	-	-	2,297,595
Unassigned					
General fund	6,056,032	-	-	-	6,056,032
Total fund balances	8,549,986	599,956	19,019,930	185,935	28,355,807
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>	<b>\$ 14,164,173</b>	<b>\$ 626,010</b>	<b>\$ 19,316,046</b>	<b>\$ 186,005</b>	<b>\$ 34,292,234</b>

See accompanying notes to financial statements.

RECONCILIATION OF FUND BALANCES OF GOVERNMENTAL FUNDS TO THE  
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION

For the Year Ended April 30, 2025

<b>FUND BALANCES OF GOVERNMENTAL FUNDS</b>	<b>\$ 28,355,807</b>
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds	8,644,383
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds	
Compensated absences payable	(1,257,556)
Other long-term receivables are not available to pay for current period expenditures and, therefore, are deferred in the governmental funds	227,119
Net pension liability for the Illinois Municipal Retirement Fund is shown as a liability on the statement of net position	(148,487)
Differences between expected and actual experiences, assumption changes, net differences between projected and actual earnings, and contributions subsequent to the measurement date for the Illinois Municipal Retirement Fund are recognized as deferred outflows and inflows of resources on the statement of net position	518,160
Net pension liability for the Police Pension Fund is shown as a liability on the statement of net position	(29,194,063)
Differences between expected and actual experiences, assumption changes, and net differences between projected and actual earnings for the Police Pension Fund are recognized as deferred outflows and inflows of resources on the statement of net position	3,357,042
Total other postemployment benefit plan liability is shown as a liability on the statement of net position	(1,054,725)
Differences between expected and actual experiences and assumption changes for the other postemployment benefit plan are recognized as deferred outflows and inflows of resources on the statement of net position	(209,270)
<b>NET POSITION OF GOVERNMENTAL ACTIVITIES</b>	<b>\$ 9,238,410</b>

See accompanying notes to financial statements.

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSTATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS

For the Year Ended April 30, 2025

	General	(Formerly Nonmajor) Motor Fuel Tax	Capital Improvements	Nonmajor	Total
<b>REVENUES</b>					
Taxes	\$ 5,625,711	\$ -	\$ -	\$ 5,000	\$ 5,630,711
Licenses and permits	1,139,340	-	-	-	1,139,340
Intergovernmental	12,262,392	994,867	-	116,101	13,373,360
Charges for services	459,603	-	-	-	459,603
Investment income	265,241	34,466	840,235	10,452	1,150,394
Miscellaneous	387,277	-	-	2,068	389,345
Total revenues	20,139,564	1,029,333	840,235	133,621	22,142,753
<b>EXPENDITURES</b>					
Current					
General government	2,508,881	-	-	-	2,508,881
Highways and streets	3,728,749	554,201	31,642	6,966	4,321,558
Public safety	10,499,522	-	-	165,449	10,664,971
Capital outlay	-	1,562,183	810,117	58,501	2,430,801
Total expenditures	16,737,152	2,116,384	841,759	230,916	19,926,211
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	3,402,412	(1,087,051)	(1,524)	(97,295)	2,216,542
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in	-	-	3,500,000	-	3,500,000
Transfers (out)	(3,500,000)	-	-	-	(3,500,000)
Sale of capital assets	167,350	-	-	-	167,350
Total other financing sources (uses)	(3,332,650)	-	3,500,000	-	167,350
NET CHANGE IN FUND BALANCES	69,762	(1,087,051)	3,498,476	(97,295)	2,383,892
FUND BALANCES, MAY 1, AS REPORTED	8,480,224	-	15,521,454	1,970,237	25,971,915
Change within financial reporting entity	-	1,687,007	-	(1,687,007)	-
FUND BALANCES, MAY 1, AS RESTATED	8,480,224	1,687,007	15,521,454	283,230	25,971,915
<b>FUND BALANCES, APRIL 30</b>	<u>\$ 8,549,986</u>	<u>\$ 599,956</u>	<u>\$ 19,019,930</u>	<u>\$ 185,935</u>	<u>\$ 28,355,807</u>

See accompanying notes to financial statements.



RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,  
EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE  
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES

For the Year Ended April 30, 2025

**NET CHANGE IN FUND BALANCES -  
TOTAL GOVERNMENTAL FUNDS**

\$ 2,383,892

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlay as expenditures; however, they are capitalized and depreciated in the statement of activities	2,385,470
Some expenses in the statement of activities (e.g., depreciation) do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds	(901,015)
The loss on disposal of capital assets is reported only in the statement of activities	(98,148)
Revenues in the statement of activities that are not available in governmental funds are not reported as revenue in governmental funds until received	(20,785)
The change in compensated absences payable is shown as an expense on the statement of activities	(101,338)
The change in the net pension liability and related deferred outflows and inflows for Illinois Municipal Retirement Fund is reported only in the statement of activities	(122,489)
The change in the net pension liability and related deferred outflows and inflows for Police Pension Fund is reported only in the statement of activities	(1,031,313)
The change in the total other postemployment benefit liability and related deferred outflows and inflows is reported only in the statement of activities	58,505

**CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES**

\$ 2,552,779

STATEMENT OF NET POSITION  
PROPRIETARY FUNDS

April 30, 2025

	<u><b>Business-Type Activities Water Operations</b></u>
<b>CURRENT ASSETS</b>	
Cash and cash equivalents	\$ 3,210,068
Receivables (net, where applicable, of allowances for uncollectibles)	
Water accounts	1,426,770
Other	<u>808,449</u>
Total current assets	<u>5,445,287</u>
<b>NONCURRENT ASSETS</b>	
Capital assets	
Assets not being depreciated	<u>100,000</u>
Assets being depreciated	
Cost	21,327,890
Accumulated depreciation	<u>(13,067,123)</u>
Net capital assets being depreciated	<u>8,260,767</u>
Total noncurrent assets	<u>8,360,767</u>
Total assets	<u>13,806,054</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Unamortized loss on refunding	20,316
Pension items - IMRF	205,586
Pension items - OPEB	<u>27,449</u>
Total deferred outflows of resources	<u>253,351</u>
Total assets and deferred outflows of resources	<u>14,059,405</u>

(This statement is continued on the following page.)

STATEMENT OF NET POSITION (Continued)  
PROPRIETARY FUNDS

April 30, 2025

	<b>Business-Type Activities Water Operations</b>
<b>CURRENT LIABILITIES</b>	
Accounts payable	\$ 475,167
Accrued payroll	12,174
Accrued interest payable	21,390
Bonds payable	620,000
Compensated absences payable	13,826
Total OPEB liability	<u>16,188</u>
Total current liabilities	<u>1,158,745</u>
<b>LONG-TERM LIABILITIES</b>	
Bonds payable	1,463,741
Compensated absences payable	78,345
Total OPEB liability	140,486
Net pension liability	<u>58,916</u>
Total long-term liabilities	<u>1,741,488</u>
Total liabilities	<u>2,900,233</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Pension items - OPEB	<u>60,510</u>
Total deferred inflows of resources	<u>60,510</u>
Total liabilities and deferred inflows of resources	<u>2,960,743</u>
<b>NET POSITION</b>	
Net investment in capital assets	6,297,342
Unrestricted	<u>4,801,320</u>
<b>TOTAL NET POSITION</b>	<u><u>\$ 11,098,662</u></u>

STATEMENT OF REVENUES, EXPENSES,  
AND CHANGES IN NET POSITION  
PROPRIETARY FUNDS

For the Year Ended April 30, 2025

	<b>Business-Type Activities Water Operations</b>
<b>OPERATING REVENUES</b>	
Water sales	\$ 7,789,620
Inspections/tap on/permits	15,875
Sale of meters	3,528
Other water sales	21,824
Total operating revenues	<u>7,830,847</u>
<b>OPERATING EXPENSES EXCLUDING DEPRECIATION</b>	
Personnel services	1,122,079
Materials and supplies	1,057,529
Contractual services	<u>5,270,355</u>
Total operating expenses excluding depreciation	<u>7,449,963</u>
OPERATING INCOME BEFORE DEPRECIATION	380,884
Depreciation	<u>576,962</u>
OPERATING LOSS	<u>(196,078)</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>	
Investment income	149,733
Interest expense	(79,339)
Miscellaneous	<u>121,323</u>
Total non-operating revenues (expenses)	<u>191,717</u>
CHANGE IN NET POSITION	<u>(4,361)</u>
NET POSITION, MAY 1, AS REPORTED	11,128,747
Change in accounting principle	<u>(25,724)</u>
NET POSITION, MAY 1, AS RESTATED	<u>11,103,023</u>
NET POSITION, APRIL 30	<u><u>\$ 11,098,662</u></u>

See accompanying notes to financial statements.

**CITY OF DARIEN, ILLINOIS**

**STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS**

For the Year Ended April 30, 2025

	<b>Business-Type Activities Water Operations</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Receipts from customers and users	\$ 7,696,842
Payments to suppliers	(6,286,885)
Payments to employees	(1,093,487)
Receipts from miscellaneous	121,323
	<u>437,793</u>
Net cash from operating activities	<u>437,793</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>	
None	<u>-</u>
Net cash from noncapital financing activities	<u>-</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>	
Purchase of capital assets	(329,918)
Principal payments	(610,000)
Interest and fiscal charges	(84,105)
	<u>(1,024,023)</u>
Net cash from capital and related financing activities	<u>(1,024,023)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Interest received	<u>149,733</u>
Net cash from investing activities	<u>149,733</u>
<b>NET DECREASE IN CASH AND CASH EQUIVALENTS</b>	(436,497)
<b>CASH AND CASH EQUIVALENTS, MAY 1</b>	<u>3,646,565</u>
<b>CASH AND CASH EQUIVALENTS, APRIL 30</b>	<u><u>\$ 3,210,068</u></u>
<b>RECONCILIATION OF OPERATING LOSS TO NET CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Operating loss	\$ (196,078)
Adjustments to reconcile operating loss to net cash from operating activities	
Depreciation	576,962
Miscellaneous revenue	121,323
Changes in assets and liabilities	
Accounts receivable	(134,005)
Prepays	657
Accounts payable	40,342
Accrued payroll	(4,048)
Compensated absences payable	(6,829)
IMRF items	48,600
OPEB items	(9,131)
	<u>437,793</u>
<b>NET CASH FROM OPERATING ACTIVITIES</b>	<u><u>\$ 437,793</u></u>
<b>NONCASH TRANSACTIONS</b>	
Change in IRMA receivable	<u><u>\$ 121,323</u></u>

See accompanying notes to financial statements.

STATEMENT OF FIDUCIARY NET POSITION  
FIDUCIARY FUNDS

April 30, 2025

---

	<b><u>Pension Trust Fund</u></b>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 303,019
Investments held in the Illinois Police Officers' Pension Investment Fund	38,633,394
Prepaid items	<u>550</u>
Total assets	<u>38,936,963</u>
<b>LIABILITIES</b>	
Benefits payable	<u>2,329</u>
Total liabilities	<u>2,329</u>
<b>NET POSITION RESTRICTED FOR PENSION BENEFITS</b>	<u><u>\$ 38,934,634</u></u>

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
FIDUCIARY FUND

For the Year Ended April 30, 2025

**ADDITIONS**

Contributions	
Employer	\$ 2,587,371
Employee	<u>403,979</u>
Total contributions	<u>2,991,350</u>
Investment income	
Net appreciation in fair value of investments	3,284,291
Interest	<u>231,456</u>
Total investment income	3,515,747
Less investment expense	<u>(31,266)</u>
Net investment income	<u>3,484,481</u>
Total additions	<u>6,475,831</u>

**DEDUCTIONS**

Pension benefits	3,234,753
Administrative expenses	<u>56,419</u>
Total deductions	<u>3,291,172</u>

NET INCREASE	3,184,659
--------------	-----------

**NET POSITION RESTRICTED  
FOR PENSION BENEFITS**

May 1	<u>35,749,975</u>
April 30	<u><u>\$ 38,934,634</u></u>

CITY OF DARIEN, ILLINOIS

NOTES TO FINANCIAL STATEMENTS

April 30, 2025

---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the City of Darien, Illinois (the City) have been prepared in conformity with accounting principles generally accepted in the United States of America, as applied to government units (hereinafter referred to as generally accepted accounting principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

**a. Reporting Entity**

The City is a municipal corporation governed by a seven-member council consisting of seven aldermen and the mayor. As required by GAAP, these financial statements present the City and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the City's operations and so data from these units are combined with data of the primary government.

The City's financial statements include one fiduciary component unit.

**Police Pension Employees Retirement System**

The City's police employees participate in the Police Pension Employees Retirement System (PPERS). PPERS functions for the benefit of these employees and is governed by a five-member pension board. Two members appointed by the City's Mayor, one elected pension beneficiary, and two elected police employees constitute the pension board. The City and PPERS participants are obligated to fund all PPERS costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the City is authorized to approve the actuarial assumptions used in the determination of contribution levels. Accordingly, the PPERS is fiscally dependent on the City. Separate financial statements are not available for the PPERS. PPERS is reported as a pension trust fund.

**b. Fund Accounting**

The City uses funds to report on its financial position and the changes in its financial position. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain city functions or activities.



---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**b. Fund Accounting (Continued)**

A fund is a separate accounting entity with a self-balancing set of accounts.

Funds are classified into the following categories: governmental, proprietary, and fiduciary.

Governmental funds are used to account for all or most of the City's general activities. Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Debt service funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest. The General Fund is used to account for all activities of the general government not accounted for in some other fund.

Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the City (internal service funds).

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments. The City utilizes pension trust funds which are generally used to account for assets that the City holds in fiduciary capacity or on behalf of others as their agent.

**c. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statements of net position and the statement of activities) report information on all of the nonfiduciary activities of the City. The effect of material interfund activity has been eliminated from these financial statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment, or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

c. Government-Wide and Fund Financial Statements (Continued)

Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental funds:

The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund.

The Motor Fuel Tax Fund is used to account for state-shared motor fuel tax revenues that are legally restricted to maintenance and construction of streets, sidewalks, alleys, and signals.

The Capital Improvements Fund is used to account for all restricted, committed, or assigned resources used for the acquisition of general capital assets including infrastructure capital assets.

The City reports the following major proprietary fund:

The Water Operations Fund accounts for the provision of water and sewer services to the residents of the City. All activities necessary to provide such services are accounted for in this fund including, but not limited to, administration, operations, financing and related debt service, and billing and collections.

The City reports the following fiduciary funds:

The Police Pension Fund accounts for the activities of the accumulation of resources to pay pension costs. Resources are contributed by members at rates fixed by state statutes and by the City which uses the annual property tax levy to fund the employer contribution.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**d. Measurement Focus, Basis of Accounting, and Basis of Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and pension trust fund financial statements. Revenues and additions are recorded when earned and expenses and deductions are recorded when a liability is incurred. Property taxes are recognized as revenues in the year for which they are levied (i.e., intended to finance). Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Operating revenues and expenses are directly attributable to the operation of the proprietary funds. Non-operating revenue/expenses are incidental to the operations of these funds.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period, except for sales taxes, and telecommunications taxes which use a 90-day period. The City recognizes property taxes when they become both measurable and available in the year intended to finance. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as expenditures when due.

Sales taxes owed to the state at year end; franchise taxes, licenses, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and are recognized as revenues of the current fiscal period. Income and motor fuel taxes and fines collected and held by the state or county at year end on behalf of the City are also recognized as revenue. Fines and permits revenues are not susceptible to accrual because generally they are not measurable until received in cash.

In applying the susceptible to accrual concept to intergovernmental revenues (i.e., federal and state grants), the legal and contractual requirements of the numerous individual programs are used as guidelines. Monies that are virtually unrestricted as to purpose of expenditure, which are usually revocable only for failure to comply with prescribed compliance requirements, are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

d. Measurement Focus, Basis of Accounting, and Basis of Presentation (Continued)

The City reports unearned and unavailable/deferred revenue on its financial statements. Unavailable/deferred revenues arise when potential revenue does not meet both the measurable and available or period intended to finance criteria for recognition in the current period. Unearned revenues arise when resources are received by the government before it has legal claim to them as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for unearned revenue and the deferred inflows of resources for unavailable/deferred revenue is removed from the financial statements and revenue is recognized.

e. Cash and Investments

Cash and Cash Equivalents

For purposes of the statement of cash flows, the City's proprietary funds consider all highly liquid investments with an original maturity of three months or less when purchased to be cash equivalents.

Investments

City investments with a maturity of one year or less when purchased are stated at cost or amortized cost. City investments with a maturity greater than one year when purchased and all pension fund investments are stated at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

f. Interfund Receivables/Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds."

g. Inventories

Inventories are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. The costs of governmental fund inventories, if any, are recorded as expenditures when purchased.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**h. Prepaid Items**

Payments made to vendors for services that will benefit periods beyond the date of this report, if any, are recorded as prepaid items and are recognized on the consumption method.

**i. Capital Assets**

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, and storm sewers), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$50,000 for machinery, equipment, and vehicles, \$100,000 for building improvements, \$100,000 for buildings, \$200,000 for infrastructure and an estimated useful life in excess of one year, and any amount for land. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property, plant, and equipment are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	25-50
Building improvements	8-25
Land improvements	15-35
Machinery, vehicles, and equipment	5-20
Infrastructure - streets	25-50
Waterworks and sewage system	25

**j. Compensated Absences**

It is the City's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Vacations must be taken in the year following the one in which it was earned. Unused vacation time is not allowed to be carried over to the subsequent year without approval. Sick leave may be accumulated for future use.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

j. Compensated Absences (Continued)

City employees may accrue up to 120 or 150 hours depending on the employment classification. The City's policy allows for a bonus to be paid for those employees who have not used sick days in the given year. Accumulated amounts are paid out at retirement at a rate of 50% of the employee's current hourly salary rate.

The City implemented GASB Statement 101, *Compensated Absences*, for fiscal year ending April 30, 2025. Vested or accumulated vacation and sick leave that is due to employees who have retired or terminated by the end of the year is reported as an expenditure and a fund liability of the governmental fund that will pay it. Vested or accumulated vacation and sick leave of proprietary funds and governmental activities is recorded as an expense and liability of those funds as the benefits accrue to employees. The entire balance of vacation leave is recognized as a liability at year end. A liability is recognized for the portion of accumulating sick leave benefits that is estimated to be more likely than not to be used for time off or otherwise paid in cash or settled through noncash means.

As a result of the implementation of GASB Statement 101, *Compensated Absences*, beginning net position was restated. See Note 13 for additional information.

k. Long-Term Obligations

In the government-wide financial statements and proprietary funds in the fund financial statements, long-term debt, and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund financial statements. Bond premiums and discounts are deferred and amortized over the life of the bonds. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are recognized as expense during the current period.

In the fund financial statements, governmental funds recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

l. Fund Balances/Net Position

In the fund financial statements, governmental funds report nonspendable fund balance for amounts that are either not in spendable form or legally or contractually required to be maintained intact. Restrictions of fund balance are reported for amounts constrained by legal restrictions from outside parties for use for a specific

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**l. Fund Balances/Net Position (Continued)**

purpose, or externally imposed by outside entities. Committed fund balance is constrained by formal actions of the City Council, which is considered the City's highest level of decision-making authority. Formal actions include ordinances approved by the City Council. Assigned fund balance represents amounts constrained by the City's intent to use them for a specific purpose. The authority to assign fund balance has been delegated to the City Administrator. Any residual fund balance of the General Fund or any deficit fund balance in other governmental funds are reported as unassigned.

The City has not adopted a flow of funds policy and, therefore, applies the flow of funds from GASB Statement No. 54, which prescribes that the funds with the highest level of constraint are expended first. If restricted or unrestricted funds are available for spending, the restricted funds are spent first. Additionally, if different levels of unrestricted funds are available for spending the City considers committed funds to be expended first followed by assigned and then unassigned funds. For net position, restricted funds are spent first then unrestricted funds.

In the government-wide financial statements, restricted net position is legally restricted by outside parties for a specific purpose. Net investment in capital assets represents the City's investment in the book value of capital assets, less any outstanding debt that was issued to construct or acquire the capital asset.

None of the restricted net position or restricted fund balance results from enabling legislation adopted by the City.

**m. Interfund Transactions**

Interfund services are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except interfund services and reimbursements, are reported as transfers.

**n. Accounting Estimates**

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.



**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**o. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

**2. DEPOSITS AND INVESTMENTS**

The City and pension fund categorize the fair value measurements within the fair value hierarchy established by GAAP. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The City did not have any investments subject to fair value measurement at April 30, 2025.

The City maintains a cash and investment pool that is available for use by all funds, except the pension trust funds. Each fund's portion of this pool is displayed on the financial statements as "cash and investments." In addition, cash and investments are separately held by several of the City's funds. The deposits and investments of the pension trust funds are held separately from those of other funds.

**a. City Deposits and Investments**

The City's investment policy authorizes the City to invest in all investments allowed by Illinois Compiled Statutes (ILCS). These include deposits/investments in insured commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. agencies, insured credit union shares, money market mutual funds with portfolios of securities issued or guaranteed by the United States Government or agreements to repurchase these same obligations, repurchase agreements, short-term commercial paper rated within the three highest classifications by at least two standard rating services, The Illinois Funds (created by the Illinois State Legislature under the control of the State Treasurer that maintains a \$1 per share value which is equal to the participants fair value), and the Illinois Metropolitan Investment Fund (IMET).



## 2. DEPOSITS AND INVESTMENTS (Continued)

### a. City Deposits and Investments (Continued)

The Illinois Public Treasurers' Investment Pool, known as The Illinois Funds, operates as a qualified external investment pool in accordance with the criteria established in GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*, and thus, reports all investments at amortized cost rather than fair value. The investment in The Illinois Funds by participants is also reported at amortized cost. The Illinois Funds does not have any limitations or restrictions on participant withdrawals. The Illinois Treasurer's Office issues a separate financial report for The Illinois Funds which may be obtained by contacting the Administrative Office at Illinois Business Center, 400 West Monroe Street, Suite 401, Springfield, Illinois 62704.

IMET is a local government investment pool. Created in 1996 as a not-for-profit trust formed under the Intergovernmental Cooperation Act and the Illinois Municipal Code. IMET was formed to provide Illinois government agencies with safe, liquid, attractive alternatives for investing and is managed by a Board of Trustees elected from the participating members. IMET offers participants two separate vehicles to meet their investment needs. The IMET Convenience Fund (CVF) is designed to accommodate funds requiring high liquidity, including short term cash management programs and temporary investment of bond proceeds. It is comprised of collateralized and FHLB LoC backed bank deposits, FDIC insured certificates of deposit and U.S. Government securities. Member withdrawals are generally on the same day as requested. Investments in IMET are valued at IMET's share price, which is the price the investment could be sold.

It is the policy of the City to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds, using the "prudent person" standard for managing the overall portfolio. The primary objectives of the policy are, in order of priority, safety of principal, liquidity, and yield.

#### Deposits with Financial Institutions

Custodial credit risk for deposits with financial institutions is the risk that in the event of bank failure, the City's deposits may not be returned to it. The City's investment policy requires pledging of collateral for all bank balances in excess of federal depository insurance. The investment policy does not address how collateral is held. The City's deposits are insured through a letter of credit in the City's name.

## **2. DEPOSITS AND INVESTMENTS (Continued)**

### **a. City Deposits and Investments (Continued)**

#### **Investments**

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. In accordance with its investment policy, the City limits its exposure to interest rate risk by structuring the portfolio to provide liquidity for short and long-term cash flow needs while providing a reasonable rate of return based on the current market. Unless matched to a specific cash flow, the City does not directly invest in securities maturing more than five years from the date of purchase.

Credit risk is the risk that the issuer of a debt security will not pay its par value upon maturity. The City limits its exposure to credit risk by limiting investments to the types of securities listed above; pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with which the City will do business in accordance with the City's investment policy; diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized. The Illinois Funds and IMET are rated Aaa.

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to the investment, the City will not be able to recover the value of its investments that are in possession of an outside party. To limit its exposure, the City's investment policy requires all security transactions that are exposed to custodial credit risk to be processed on a delivery versus payment (DVP) basis with the underlying investments held by an independent third-party custodian and evidenced by safekeeping receipts.

Concentration of credit risk is the risk that the City has a high percentage of its investments invested in one type of investment. The City's investment policy requires diversification of investments to avoid unreasonable risk.

The investments shall be diversified by:

- Limiting investments to avoid over concentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities);
- Limiting investment in securities that have higher credit risks;
- Investing in securities with varying maturities; and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

### 3. RECEIVABLES

#### a. Property Taxes

Property taxes for 2024 attached as an enforceable lien on January 1, 2024, on property values assessed as of the same date. Taxes are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by the County and issued on or about May 1, 2025, and are payable in two installments, on or about June 1, 2025 and September 1, 2025. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1% of the tax levy, to reflect actual collection experience. As the 2024 tax levy is intended to fund expenditures for the 2025-2026 fiscal year, these taxes are unavailable/deferred as of April 30, 2025.

The 2025 tax levy, which attached as an enforceable lien on property as of January 1, 2025, has not been recorded as a receivable as of April 30, 2025 as the tax has not yet been levied by the City and will not be levied until December 2025 and, therefore, the levy is not measurable at April 30, 2025.

#### b. Intergovernmental and Other Receivables

	General	Motor Fuel Tax Fund	Capital Improvements	Total
<b>GOVERNMENTAL ACTIVITIES</b>				
Intergovernmental receivables				
Sales tax	\$ 1,875,003	\$ -	\$ -	\$ 1,875,003
Local use tax	37,152	-	-	37,152
Motor fuel tax	-	79,555	-	79,555
Telecommunications tax	53,529	-	-	53,529
Video gaming tax	33,239	-	-	33,239
Other tax receivable	2,712	-	-	2,712
Total intergovernmental receivables	2,001,635	79,555	-	2,081,190
Other receivables				
Hotel/motel tax	4,578	-	-	4,578
Amusement tax	7,273	-	-	7,273
Utility tax	136,194	-	-	136,194
Food/beverage tax	63,960	-	-	63,960
Franchise fees	78,073	-	-	78,073
IRMA	1,392,914	-	-	1,392,914
IPBC	904,681	-	-	904,681
Economic incentives	-	-	227,119	227,119
Accounts	73,436	-	-	73,436
Other	52,606	-	-	52,606
Total other receivables	2,713,715	-	227,119	2,940,834
<b>TOTAL GOVERNMENTAL ACTIVITIES</b>	<b>\$ 4,715,350</b>	<b>\$ 79,555</b>	<b>\$ 227,119</b>	<b>\$ 5,022,024</b>

#### **4. CAPITAL ASSETS**

Capital asset activity for the year ended April 30, 2025 was as follows:

	Balances May 1	Increases	Decreases	Balances April 30
<b>GOVERNMENTAL ACTIVITIES</b>				
Capital assets not being depreciated				
Land	\$ 819,529	\$ -	\$ -	\$ 819,529
Total capital assets not being depreciated	819,529	-	-	819,529
Capital assets being depreciated				
Buildings and improvements	5,810,711	593,149	-	6,403,860
Machinery, vehicles, and equipment	5,511,870	1,753,507	1,298,042	5,967,335
Infrastructure	13,545,741	38,814	-	13,584,555
Total capital assets being depreciated	24,868,322	2,385,470	1,298,042	25,955,750
Less accumulated depreciation for				
Buildings and improvements	3,881,948	150,022	-	4,031,970
Machinery, vehicles, and equipment	2,631,871	591,535	1,199,894	2,023,512
Infrastructure	11,915,956	159,458	-	12,075,414
Total accumulated depreciation	18,429,775	901,015	1,199,894	18,130,896
Total capital assets being depreciated, net	6,438,547	1,484,455	98,148	7,824,854
<b>GOVERNMENTAL ACTIVITIES</b>				
<b>CAPITAL ASSETS, NET</b>	<b>\$ 7,258,076</b>	<b>\$ 1,484,455</b>	<b>\$ 98,148</b>	<b>\$ 8,644,383</b>

Depreciation expense was charged to functions/programs of the governmental activities as follows:

<b>GOVERNMENTAL ACTIVITIES</b>	
General government	\$ 60,224
Highways and streets	536,380
Public safety	<u>304,411</u>
<b>TOTAL DEPRECIATION EXPENSE - GOVERNMENTAL ACTIVITIES</b>	<b><u>\$ 901,015</u></b>

**4. CAPITAL ASSETS (Continued)**

	Balances May 1	Increases	Decreases	Balances April 30
<b>BUSINESS-TYPE ACTIVITIES</b>				
Capital assets not being depreciated				
Land	\$ 100,000	\$ -	\$ -	\$ 100,000
Total capital assets not being depreciated	100,000	-	-	100,000
Capital assets being depreciated				
Buildings and improvements	7,057,202	-	-	7,057,202
Machinery and equipment	1,352,373	329,918	-	1,682,291
Infrastructure	12,588,397	-	-	12,588,397
Total capital assets being depreciated	20,997,972	329,918	-	21,327,890
Less accumulated depreciation for				
Buildings and improvements	4,910,438	134,737	-	5,045,175
Machinery and equipment	280,771	124,387	-	405,158
Infrastructure	7,298,952	317,838	-	7,616,790
Total accumulated depreciation	12,490,161	576,962	-	13,067,123
Total capital assets being depreciated, net	8,507,811	(247,044)	-	8,260,767
<b>BUSINESS-TYPE ACTIVITIES</b>				
<b>CAPITAL ASSETS, NET</b>	<b>\$ 8,607,811</b>	<b>\$ (247,044)</b>	<b>\$ -</b>	<b>\$ 8,360,767</b>

Depreciation expense was charged to functions/programs of the business-type activities as follows:

<b>BUSINESS-TYPE ACTIVITIES</b>	
Water operations	<u>\$ 576,962</u>
<b>TOTAL DEPRECIATION EXPENSE - BUSINESS-TYPE ACTIVITIES</b>	<u><u>\$ 576,962</u></u>

## **5. RISK MANAGEMENT**

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; employee health; natural disasters; illnesses of employees; and injuries to the City's employees.

### **Intergovernmental Risk Management Agency**

The City participates in the Intergovernmental Risk Management Agency (IRMA). IRMA is an organization of municipalities and special districts in northeastern Illinois that have formed an association under the Illinois Intergovernmental Cooperations Statute to pool their risk management needs. IRMA administers a mix of self-insurance and commercial insurance coverages; property/casualty and workers' compensation claim administration/litigation management services; unemployment claim administration; extension risk management/loss control consulting and training programs; and a risk information system and financial reporting service for its members.

The City's payments to IRMA are displayed on the financial statements as expenditures/expenses in appropriate funds. Each member assumes the first \$2,500 of each occurrence, and IRMA has a mix of self-insurance and commercial insurance at various amounts above that level.

Each member appoints one delegate, along with an alternate delegate, to represent the member on the Board of Directors. The City does not exercise any control over the activities of IRMA beyond its representation on the Board of Directors.

Initial contributions are determined each year based on the individual member's eligible revenue as defined in the by-laws of IRMA and experience modification factors based on past member loss experience. Members have a contractual obligation to fund any deficit of IRMA attributable to a membership year during which they were a member. Supplemental contributions may be required to fund these deficits. The City is aware of no additional contributions due to IRMA as of April 30, 2025.

### **Intergovernmental Personnel Benefit Cooperative**

The City participates in the Intergovernmental Personnel Benefit Cooperative (IPBC). IPBC is a public entity risk pool established by certain units of local government in Illinois to administer some or all of the personnel benefit programs (primarily medical, dental, and life insurance coverage) offered by these members to their officers and employees and to the officers and employees of certain governmental, quasi governmental, and nonprofit public service entities.

The IPBC receives, processes, and pays such claims as may come within the benefit program of each member. Management consists of a Board of Directors comprised of one appointed representative from each member. In addition, there are two officers; a Benefit Administrator and a Treasurer. The City does not exercise any control over the activities of the IPBC beyond its representation on the Board of Directors.

## 6. LONG-TERM DEBT

### a. General Obligation Bonds

The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for general government activities. In addition, general obligation bonds have been issued to refund general obligation bonds. General obligation bonds are direct obligations and pledge the full faith and credit of the City.

A summary of changes in long-term debt reported in the governmental activities of the City for the year ended April 30, 2025 is as follows:

#### Business-Type Activities

Issue	Fund Debt Retired by	Balances May 1	Issuances	Retirements	Balances April 30	Due Within One Year
\$2,810,000 General Obligation Refunding Bonds, Series 2012 are due in annual installments (beginning December 15, 2012) ranging from \$20,000 to \$290,000 with interest from 2.00% to 3.50%. The last payment is due on December 15, 2025.	Water	\$ 575,000	\$ -	\$ 285,000	\$ 290,000	\$ 290,000
\$3,500,000 General Obligation Bonds, Series 2018 are due in annual installments (beginning January 1, 2020) ranging from \$210,000 to \$375,000 with interest of 3%. The last payment is due on January 1, 2030.	Water	2,090,000	-	325,000	1,765,000	330,000
<b>TOTAL BUSINESS-TYPE BONDED DEBT</b>		<b>\$ 2,665,000</b>	<b>\$ -</b>	<b>\$ 610,000</b>	<b>\$ 2,055,000</b>	<b>\$ 620,000</b>

### b. Debt Service Requirements to Maturity

Annual debt service requirements to maturity are as follows:

Fiscal Year	Business-Type Activities General Obligation Bonds		
	Principal	Interest	Total
2026	\$ 620,000	\$ 63,100	\$ 683,100
2027	340,000	43,050	383,050
2028	355,000	32,850	387,850
2029	365,000	22,200	387,200
2030	375,000	11,250	386,250
<b>TOTAL</b>	<b>\$ 2,055,000</b>	<b>\$ 172,450</b>	<b>\$ 2,227,450</b>

**6. LONG-TERM DEBT (Continued)**

**c. Changes in Long-Term Liabilities**

The following is a summary of changes in long-term liabilities during fiscal year 2025:

	Balances May 1, Restated***	Additions	Reductions	Balances April 30	Due Within One Year
<b>GOVERNMENTAL ACTIVITIES</b>					
Compensated absences payable**/**	\$ 1,156,218	\$ 101,338	\$ -	\$ 1,257,556	\$ 188,633
Total OPEB liability*	1,238,712	-	183,987	1,054,725	107,386
Net pension liability - IMRF*	440,172	-	291,685	148,487	-
Net pension liability - Police Pension*	29,669,653	-	475,590	29,194,063	-
<b>TOTAL GOVERNMENTAL ACTIVITIES</b>	<b>\$ 32,504,755</b>	<b>\$ 101,338</b>	<b>\$ 951,262</b>	<b>\$ 31,654,831</b>	<b>\$ 296,019</b>
<b>BUSINESS-TYPE ACTIVITIES</b>					
General obligation bonds	\$ 2,665,000	\$ -	\$ 610,000	\$ 2,055,000	\$ 620,000
Unamortized bond premium	46,936	-	18,195	28,741	-
Compensated absences payable**/**	99,001	-	6,830	92,171	13,826
Total OPEB liability	185,389	-	28,715	156,674	16,188
Net pension liability - IMRF	174,644	-	115,728	58,916	-
<b>TOTAL BUSINESS-TYPE ACTIVITIES</b>	<b>\$ 3,170,970</b>	<b>\$ -</b>	<b>\$ 779,468</b>	<b>\$ 2,391,502</b>	<b>\$ 650,014</b>

\*The General Fund has typically been used to liquidate these long-term liabilities.

\*\*The amount displayed as additions or reductions represents the net change in the liability.

\*\*\*Compensated absences beginning balances were restated for the implementation of GASB 101, *Compensated Absences*. See Note 13 for additional information.



## 7. INDIVIDUAL FUND DISCLOSURES

Transfers between funds at April 30, 2025 consist of the following:

Fund	Transfers In	Transfers Out
General	\$ -	\$ 3,500,000
Capital Improvements	3,500,000	-
<b>TOTAL</b>	<b>\$ 3,500,000</b>	<b>\$ 3,500,000</b>

The purpose of significant transfers in/out is as follows:

- \$3,500,000 transferred from the General Fund to the Capital Improvements Fund for capital projects. This transfer will not be repaid.

## 8. CONTINGENT LIABILITIES

### a. Litigation

The City is not aware of any pending or threatening litigation.

### b. DuPage Water Commission

The City's water supply agreement with the DuPage Water Commission (the Commission) provides that each customer is liable for its proportionate share of any costs arising from defaults in payment obligations by other customers.

## 9. DEFINED BENEFIT PENSION PLANS

The City contributes to two defined benefit pension plans, the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer public employee retirement system; and the Police Pension Plan, which is a single-employer pension plan. The benefits, benefit levels, employee contributions, and employer contributions for both plans are governed by ILCS and can only be amended by the Illinois General Assembly. IMRF issues a publicly available report that includes financial statements and supplementary information for the plan as a whole, but not for individual employers. That report can be obtained from IMRF, 2211 York Road, Suite 500, Oak Brook, Illinois 60523 or at IMRF.org. The Police Pension Plan does not issue a separate report.

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

The table below is a summary for all pension plans as of and for the fiscal year ended April 30, 2025:

	IMRF	Police Pension	Total
Net pension liability	\$ 207,403	\$ 29,194,063	\$ 29,401,466
Deferred outflows of resources	723,746	3,410,170	4,133,916
Deferred inflows of resources	-	53,128	53,128
Pension expense	360,176	3,618,684	3,978,860

a. Plan Descriptions

Illinois Municipal Retirement Fund

*Plan Administration*

All employees (other than those covered by the Police Pension Plan) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members.

The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

*Plan Membership*

At December 31, 2024, IMRF membership consisted of:

Inactive employees or their beneficiaries currently receiving benefits	68
Inactive employees entitled to but not yet receiving benefits	55
Active employees	40
<b>TOTAL</b>	<b>163</b>

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

*Benefits Provided*

All employees (other than those covered by the Police Pension Plan) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. IMRF provides two tiers of pension benefits. Employees hired prior to January 1, 2011, are eligible for Tier 1 benefits. For Tier 1 employees, pension benefits vest after eight years of service. Participating members who retire at age 55 (reduced benefits) or after age 60 (full benefits) with eight years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter.

Employees hired on or after January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating members who retire at age 62 (reduced benefits) or after age 67 (full benefits) with ten years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter.

IMRF also provides death and disability benefits. These benefit provisions are established by state statute.

*Contributions*

Participating members are required to contribute 4.50% of their annual salary to IMRF. The City is required to contribute the remaining amounts necessary to fund IMRF as specified by statute. The employer contribution for the fiscal year ended April 30, 2025 was 6.15% of covered payroll.

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

*Actuarial Assumptions*

The City's net pension liability was measured as of December 31, 2024 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of the same date using the following actuarial methods and assumptions.

Actuarial valuation date	December 31, 2024
Actuarial cost method	Entry-age normal
Assumptions	
Inflation	2.25%
Salary increases	2.85% to 13.75%
Investment rate of return	7.25%
Asset valuation method	Fair value

For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 108.0%) and Female (adjusted 106.4%) tables, and future mortality improvements projected using scale MP-2021. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021.

*Discount Rate*

The discount rate used to measure the total pension liability was 7.25% at December 31, 2024. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that the City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the IMRF's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

*Long-Term Expected Rate of Return*

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Portfolio Target Percentage	Long-Term Expected Real Rate of Return
Domestic Equity	33.50%	4.35%
International Equity	18.00%	5.40%
Fixed Income	24.50%	5.20%
Real Estate	10.50%	6.40%
Alternative Investments	12.50%	4.85% to 6.25%
Cash Equivalents	1.00%	3.60%
TOTAL	100.00%	

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

*Changes in the Net Pension Liability*

	(a) Total Pension Liability	(b) Plan Fiduciary Net Position	(a) - (b) Net Pension Liability
BALANCES AT JANUARY 1, 2024	\$ 26,611,809	\$ 25,996,993	\$ 614,816
Changes for the period			
Service cost	268,630	-	268,630
Interest	1,897,752	-	1,897,752
Difference between expected and actual experience	152,736	-	152,736
Changes in assumptions	-	-	-
Employer contributions	-	178,512	(178,512)
Employee contributions	-	137,899	(137,899)
Net investment income	-	2,540,560	(2,540,560)
Benefit payments and refunds	(1,140,467)	(1,140,467)	-
Other (net transfer)	-	(130,440)	130,440
Net changes	1,178,651	1,586,064	(407,413)
BALANCES AT DECEMBER 31, 2024	\$ 27,790,460	\$ 27,583,057	\$ 207,403

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

*Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources*

For the year ended April 30, 2025, the City recognized pension expense of \$360,176.

At April 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to IMRF from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 82,779	\$ -
Changes in assumption	26	-
Net difference between projected and actual earnings on pension plan investments	577,314	-
Contributions made after measurement date	63,627	-
<b>TOTAL</b>	<b>\$ 723,746</b>	<b>\$ -</b>

\$63,627 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the reporting year ending April 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Fiscal Year Ending April 30,	
2026	\$ 360,248
2027	753,066
2028	(315,121)
2029	(138,074)
2030	-
Thereafter	-
<b>TOTAL</b>	<b>\$ 660,119</b>

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Illinois Municipal Retirement Fund (Continued)

*Discount Rate Sensitivity*

The following is a sensitivity analysis of the net pension liability (asset) to changes in the discount rate. The table below presents the net pension liability (asset) of the City calculated using the discount rate of 7.25% as well as what the City's net pension liability (asset) would be if it were calculated using a discount rate that is 1 percentage point lower (6.25%) or 1 percentage point higher (8.25%) than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net pension liability (asset)	\$ 3,265,852	\$ 207,403	\$ (2,180,032)

Police Pension Plan

*Plan Administration*

Police sworn personnel are covered by the Police Pension Plan. Although this is a single-employer pension plan, the defined benefits and employee and employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3-1) and may be amended only by the Illinois legislature. The City accounts for the plan as a pension trust fund.

The plan is governed by a five-member Board of Trustees. Two members of the Board of Trustees are appointed by the City's Mayor, one member is elected by pension beneficiaries, and two members are elected by active police employees.

The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.



**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

*Plan Membership*

At April 30, 2025, membership consisted of:

Inactive plan members currently receiving benefits	35
Inactive plan members entitled to but not yet receiving benefits	16
Active plan members	<u>32</u>
<b>TOTAL</b>	<b><u>83</u></b>

*Benefits Provided*

The Police Pension Plan provides retirement benefits through two tiers of benefits as well as death and disability benefits. Tier 1 employees (those hired prior to January 1, 2011) attaining the age of 50 or older with 20 or more years of creditable service are entitled to receive an annual retirement benefit equal to one-half of the salary attached to the rank held on the last day of service, or for one year prior to the last day, whichever is greater. The annual benefit shall be increased by 2.50% of such salary for each additional year of service over 20 years up to 30 years to a maximum of 75% of such salary. Employees with at least eight years but less than 20 years of credited service may retire at or after age 60 and receive a reduced benefit. The monthly benefit of a police officer who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement and be paid upon reaching the age of at least 55 years, by 3% of the original pension and 3% compounded annually thereafter.

Tier 2 employees (those hired on or after January 1, 2011) attaining the age of 55 or older with ten or more years of creditable service are entitled to receive an annual retirement benefit equal to the average monthly salary obtained by dividing the total salary of the police officer during the 48 consecutive months of service within the last 60 months of service in which the total salary was the highest by the number of months of service in that period. Police officers' salary for pension purposes is capped at \$106,800, plus the lesser of ½ of the annual change in the Consumer Price Index or 3% compounded. The annual benefit shall be increased by 2.50% of such salary for each additional year of service over 20 years up to 30 years to a maximum

---

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

*Benefits Provided* (Continued)

of 75% of such salary. Employees with at least ten years may retire at or after age 50 and receive a reduced benefit (i.e., ½% for each month under 55). The monthly benefit of a Tier 2 police officer shall be increased annually at age 60 on the January 1<sup>st</sup> after the police officer retires, or the first anniversary of the pension starting date, whichever is later. Noncompounding increases occur annually, each January thereafter. The increase is the lesser of 3% or ½ of the change in the Consumer Price Index for the preceding calendar year.

*Contributions*

Employees are required by ILCS to contribute 9.91% of their base salary to the Police Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The City is required to contribute the remaining amounts necessary to finance the plan, including the costs of administering the plan, as actuarially determined by an enrolled actuary. Effective January 1, 2011, the City has until the year 2040 to fund 90% of the past service cost for the Police Pension Plan. However, the City has decided to fund 100% of the past service cost by 2040. For the year ended April 30, 2025, the City's contribution was 63.47% of covered payroll.

*Illinois Police Officers' Pension Investment Fund*

The Illinois Police Officers' Pension Investment Fund (IPOPIF) is an investment trust fund responsible for the consolidation and fiduciary management of the pension assets of Illinois suburban and downstate police pension funds. IPOPIF was created by Public Act 101-0610 and codified within the Illinois Pension Code, becoming effective January 1, 2020, to streamline investments and eliminate unnecessary and redundant administrative costs, thereby ensuring assets are available to fund pension benefits for the beneficiaries of the participating pension funds as defined in 40 ILCS 5/22B-105. Participation in IPOPIF by Illinois suburban and downstate police pension funds is mandatory.

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

*Investment Policy*

IPOPIF's investment policy was originally adopted by the Board of Trustees on December 17, 2021. IPOPIF has the authority to invest trust fund assets in any type of security subject to the requirements and restrictions set forth in the Illinois Pension Code and is not restricted by the Pension Code sections that pertain exclusively to the Article 3 participating police pension funds. IPOPIF shall be subject to the provisions of the Illinois Pension Code including, but not limited to, utilization of emerging investment managers and utilization of businesses owned by minorities, women and persons with disabilities.

*Deposits with Financial Institutions*

The plan retains all of its available cash with two financial institutions. Available cash is determined to be that amount which is required for the current expenditures of the plan. The excess of available cash is required to be transferred to IPOPIF for purposes of the long-term investment for the plan.

Custodial credit risk for deposits with financial institutions is the risk that in the event of bank failure, the Fund's deposits may not be returned to it. The Fund's investment policy does not require pledging of collateral for all bank balances in excess of federal depository insurance since flow-through FDIC insurance is available for the police pension funds deposits with financial institutions.

*Investments*

Investments of the plan are combined in a commingled external investment pool and held by IPOPIF. A schedule of investment expenses is included in IPOPIF's annual report. For additional information on IPOPIF's investments, please refer to their annual report. A copy of that report can be obtained from IPOPIF at 456 Fulton Street, Suite 402, Peoria, Illinois 61602 or at [www.ipopif.org](http://www.ipopif.org).

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

*Fair Value Measurement*

The plan categorizes fair value measurements within the fair value hierarchy established by GAAP. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The Plan held no investments subject to fair value measurement at April 30, 2025.

*Net Asset Value*

The net asset value (NAV) of the plan's pooled investment in IPOPIF was \$38,633,394 at April 30, 2025. The pooled investments consist of the investments as noted in the target allocation table below. Investments in IPOPIF are valued at IPOPIF's share price, which is the price the investment could be sold. There are no unfunded commitments at April 30, 2025. The plan may redeem shares with a seven calendar day notice. IPOPIF may, at its sole discretion and based on circumstances, process redemption requests with fewer than a seven calendar day notice. Regular redemptions of the same amount on a particular day of the month may be arranged with IPOPIF.

*Investment Rate of Return*

For the year ended April 30, 2025, the annual money-weighted rate of return on pension plan investments as calculated by the Fund's Treasurer, net of pension plan investment expense, was 9.68%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for changing amounts actually invested.

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

*Changes in the Net Pension Liability*

	(a) Total Pension Liability	(b) Plan Fiduciary Net Position	(a) - (b) Net Pension Liability
BALANCES AT MAY 1, 2024	\$ 65,419,628	\$ 35,749,975	\$ 29,669,653
Changes for the period			
Service cost	941,798	-	941,798
Interest	4,402,595	-	4,402,595
Difference between expected and actual experience	599,429	-	599,429
Changes in assumptions	-	-	-
Changes in benefit terms	-	-	-
Employer contributions	-	2,587,371	(2,587,371)
Employee contributions	-	403,979	(403,979)
Net investment income	-	3,484,481	(3,484,481)
Benefit payments and refunds	(3,234,753)	(3,234,753)	-
Administrative expense	-	(56,419)	56,419
Net changes	2,709,069	3,184,659	(475,590)
BALANCES AT APRIL 30, 2025	\$ 68,128,697	\$ 38,934,634	\$ 29,194,063

The plan's fiduciary net position as a percentage of the total pension liability was 57.15% at April 30, 2025.

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

*Actuarial Assumptions*

The total pension liability above was determined by an actuarial valuation using the following actuarial methods and assumptions.

Actuarial valuation date	April 30, 2025
Actuarial cost method	Entry-age normal
Assumptions	
Inflation	2.50%
Salary increases	Service-based
Interest rate	6.80%
Asset valuation method	Fair value

Mortality rates were based on PubS-2010 Employee mortality, projected five years past the valuation date with Scale MP-2021. 10% of active deaths are assumed to be in the line of duty for active lives. PubS-2010 Healthy Retiree mortality, projected five years past the valuation date with Scale MP-2021 for inactive lives. PubS-2010 Survivor mortality, projected five years past the valuation date with Scale MP-2021 for beneficiaries. PubS-2010 Disabled mortality, projected five years past the valuation date with Scale MP-2021 for disabled lives.

*Discount Rate*

The discount rate used to measure the total pension liability was 6.8%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that the City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

*Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources*

For the year ended April 30, 2025, the City recognized police pension expense of \$3,618,684. At April 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to the police pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 1,952,519	\$ -
Changes in assumption	1,086,232	53,128
Net difference between projected and actual earnings on pension plan investments	371,419	-
<b>TOTAL</b>	<b>\$ 3,410,170</b>	<b>\$ 53,128</b>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to the police pension will be recognized in pension expense as follows:

Fiscal Year Ending April 30,	
2026	\$ 2,059,518
2027	824,991
2028	147,493
2029	325,040
Thereafter	-
<b>TOTAL</b>	<b>\$ 3,357,042</b>

**9. DEFINED BENEFIT PENSION PLANS (Continued)**

a. Plan Descriptions (Continued)

Police Pension Plan (Continued)

*Discount Rate Sensitivity*

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the net pension liability of the City calculated using the discount rate of 6.80% as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.80%) or 1 percentage point higher (7.80%) than the current rate:

	1% Decrease (5.80%)	Current Discount Rate (6.80%)	1% Increase (7.80%)
Net pension liability	\$ 38,647,501	\$ 29,194,063	\$ 21,458,425

**10. TAX ABATEMENTS**

The City rebates sales taxes to recruit, retain, or improve local business facilities or their supporting public infrastructure under certain circumstances. The terms of these rebate arrangements are specified within written agreements with the businesses concerned. These agreements are authorized through formal approval by the City Council. There are no recapture provisions in the agreements.

The City entered into an agreement in April 2012 with a local business wherein the City will rebate up to a net present value of \$4,000,000 of incremental sales tax revenue, discounted at 8.15%. As of and for the year ended April 30, 2025, a liability of \$381,452 has been accrued and cumulative payments of \$2,481,456 have been made under this agreement. During the year ended April 30, 2025, expenses of \$351,036 have been incurred related to the agreement.

The City entered into an agreement in February 2013 with a local business wherein the City will rebate up to \$750,000 of sales tax revenue over 11 years. As of and for the year ended April 30, 2025, a liability of \$138,000 has been accrued and cumulative payments of \$612,000 have been made under this agreement. During the year ended April 30, 2025, expenses of \$69,000 have been incurred related to the agreement.



**10. TAX ABATEMENTS (Continued)**

The City entered into an agreement in September 2019 with a local business wherein the City has agreed to support capital improvements up to \$366,000. Upon completion of the projects of the local business, the City will record a lien against the subject property in the amount of \$366,000. The loan is to be repaid through annual installments based on increased project revenues with any remaining balance, if any, to be paid in full at the end of ten years. Enhanced project revenues are defined as 50% of the gross revenue generated by the virtual golf facility being installed as part of the project improvements, sales tax, amusement tax, food and beverage tax, and video gaming tax generated by the local business. As of the year ended April 30, 2021, the projects of the local business have been completed, the City has paid \$365,997 related to the agreement and recorded a receivable and deferred inflow for this amount. As of the year ended April 30, 2025, the related remaining receivable and deferred inflow was \$227,119.

**11. OTHER POSTEMPLOYMENT BENEFITS**

**a. Plan Description**

In addition to providing the pension benefits described, the City provides postemployment health care benefits (OPEB) for retired employees through a single-employer defined benefit plan (the Plan). The benefits, benefit levels, employee contributions and employer contributions are governed by the City and can be amended by the City through its personnel manual and union contracts. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75. The Plan does not issue a separate report. The activity of the Plan is reported in the City's governmental and business-type activities.

**b. Benefits Provided**

The City provides the opportunity for retirees, their spouses and dependents (enrolled at time of employee's retirement) to participate in the City's health insurance plan for pre and post-Medicare postretirement health insurance. To be eligible for benefits, the employee must qualify for retirement under one of the City's three retirement plans. An implicit benefit is provided due to the retirees paying 100% of the actuarially determined premium to the plan. Pursuant to the Illinois Public Safety Employee Benefits Act, the City provides health insurance to any sworn police employee (their spouses and dependents) who suffers a catastrophic injury or is killed in the line of duty. The City is responsible for paying the entire actuarially determined contribution to the plan. Upon a retiree becoming eligible for Medicare, the amount payable under the City's health plan will be reduced by the amount payable under Medicare for those expenses that are covered under both.

**11. OTHER POSTEMPLOYMENT BENEFITS (Continued)**

c. Membership

At April 30, 2025, membership consisted of:

Inactive employees or beneficiaries currently receiving benefit payments	14
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	<u>74</u>
<b>TOTAL</b>	<b><u>88</u></b>

d. Total OPEB Liability

The City's total OPEB liability of \$1,211,399 was measured as of April 30, 2025 and was determined by an actuarial valuation as of May 1, 2025.

The total OPEB liability at April 30, 2025, as determined by an actuarial valuation as of May 1, 2025 actuarial valuation, was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified.

Actuarial cost method	Entry-age normal
Actuarial value of assets	N/A
Inflation	3.00%
Salary Increases	4.00%
Discount rate	4.64%
Healthcare cost trend rates	5.50% Initial to 4.50% Ultimate

The discount rate was based on the S&P Municipal Bond 20-Year High-Grade Rate Index as of April 30, 2025.

**11. OTHER POSTEMPLOYMENT BENEFITS (Continued)**

e. Changes in the Total OPEB Liability

	<u>Total OPEB Liability</u>
BALANCES AT MAY 1, 2024	<u>\$ 1,424,101</u>
Changes for the period	
Service cost	20,745
Interest	60,214
Changes of benefit terms	1,660
Difference between expected and actual experience	(202,857)
Changes of assumption	31,110
Benefit payments	(123,574)
Other changes	<u>-</u>
Net changes	<u>(212,702)</u>
BALANCES AT APRIL 30, 2025	<u>\$ 1,211,399</u>

There were changes in assumptions related to the discount rate.

There were changes in benefit terms related to the eligibility requirements for Tier 2 Police employees.

f. Rate Sensitivity

The following is a sensitivity analysis of the total OPEB liability to changes in the discount rate and the healthcare cost trend rate. The table below presents the total OPEB liability of the City calculated using the discount rate of 4.64% as well as what the City total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (3.64%) or 1 percentage point higher (5.64%) than the current rate:

	1% Decrease (3.64%)	Current Discount Rate (4.64%)	1% Increase (5.64%)
Total OPEB liability	\$ 1,295,317	\$ 1,211,399	\$ 1,136,057

**11. OTHER POSTEMPLOYMENT BENEFITS (Continued)**

f. Rate Sensitivity (Continued)

The table below presents the total OPEB liability of the City calculated using the healthcare rate of 5.50% to 4.50% as well as what the City's total OPEB liability would be if it were calculated using a healthcare rate that is 1 percentage point lower (4.50% to 3.50%) or 1 percentage point higher (6.50% to 5.50%) than the current rate:

	1% Decrease (4.50% to 3.50%)	Current Healthcare Rate (5.50% to 4.50%)	1% Increase (6.50% to 5.50%)
Total OPEB liability	\$ 1,127,160	\$ 1,211,399	\$ 1,306,743

g. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended April 30, 2025, the City recognized OPEB expense of \$55,939. At April 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 45,613	\$ 273,787
Changes in assumptions	167,345	181,502
<b>TOTAL</b>	<b>\$ 212,958</b>	<b>\$ 455,289</b>

Amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in OPEB expense as follows:

Year Ending April 30,	
2026	\$ (26,680)
2027	(30,225)
2028	(42,175)
2029	(66,911)
2030	(43,697)
Thereafter	(32,643)
<b>TOTAL</b>	<b>\$ (242,331)</b>

## **12. LESSOR DISCLOSURES**

The City entered a lease agreement in April 2010, to lease space on a cell tower for the placement of cellular communications equipment. Payments ranging from \$2,645 to \$4,023 are due to the City in monthly installments, through September 2039. The lease agreement is noncancelable and maintains an interest rate of 3.22%.

The City entered a lease agreement in October 2007, to lease space on a cell tower for the placement of cellular communications equipment. Payments of \$2,645 to \$3,498 are due to the City in monthly installments, through September 2032. The lease agreement is noncancelable and maintains an interest rate of 2.97%.

The City entered a lease agreement in July 2008, to lease space on a cell tower for the placement of cellular communications equipment. Payments of \$4,707 to \$6,225 are due to the City in monthly installments, through June 2033. The lease agreement is noncancelable and maintains an interest rate of 3.02%.

The City entered a lease agreement in February 2008, to lease space on a cell tower for the placement of cellular communications equipment. Payments of \$2,645 to \$3,042 are due to the City in monthly installments, through January 2033. The lease agreement is noncancelable and maintains an interest rate of 3.02%.

The City entered a lease agreement in January 2012, to lease space on a cell tower for the placement of cellular communications equipment. Payments of \$4,600 to \$6,084 are due to the City in monthly installments, through December 2036. The lease agreement is noncancelable and maintains an interest rate of 3.14%.

During the year, the City recognized lease revenue of \$157,419 and interest revenue of \$75,607 related to leases.

### 13. FUND BALANCE AND NET POSITION RESTATEMENTS

#### Change in Accounting Principle

For the fiscal year ended April 30, 2025, the City implemented GASB Statement No. 101, *Compensated Absences*. The implementation of this guidance impacted the beginning accrual balance of compensated absence balances, which resulted in a restatement of beginning net position. The effect of this restatement is summarized below:

	Governmental Activities	Business-Type Activities	Water Operations Fund
BEGINNING NET POSITION, AS PREVIOUSLY REPORTED	\$ 6,852,959	\$ 11,128,747	\$ 11,128,747
Change in accounting principle - GASB 101	(167,328)	(25,724)	(25,724)
Total net restatement	(167,328)	(25,724)	(25,724)
BEGINNING NET POSITION, AS RESTATED	\$ 6,685,631	\$ 11,103,023	\$ 11,103,023

#### Change within Financial Reporting Entity

The City's beginning fund balances were adjusted due to a change within the reporting entity, in accordance with GASB Statement No. 100, *Accounting Changes and Error Corrections*. The Motor Fuel Tax Fund was reported as nonmajor for the fiscal year ended April 30, 2024, and is reported as major for the fiscal year ended April 30, 2025. The effect of this change is as follows:

	Motor Fuel Tax Fund	
	Major Governmental	Nonmajor Governmental
BEGINNING FUND BALANCE, AS REPORTED	\$ -	\$ 1,970,237
Change within financial reporting entity	1,687,007	(1,687,007)
Total net restatement	1,687,007	(1,687,007)
BEGINNING FUND BALANCE, AS RESTATED	\$ 1,687,007	\$ 283,230

**REQUIRED SUPPLEMENTARY INFORMATION**

SCHEDULE OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
GENERAL FUND

For the Year Ended April 30, 2025

	<b>Original and Final Budget</b>	<b>Actual</b>	<b>Variance Over (Under)</b>
<b>REVENUES</b>			
Taxes	\$ 5,349,647	\$ 5,625,711	\$ 276,064
Licenses, permits, and fees	971,785	1,139,340	167,555
Intergovernmental	11,094,245	12,262,392	1,168,147
Charges for services	370,315	459,603	89,288
Investment income	110,000	265,241	155,241
Miscellaneous	20,000	387,277	367,277
Total revenues	17,915,992	20,139,564	2,223,572
<b>EXPENDITURES</b>			
Current			
General government	2,555,665	2,508,881	(46,784)
Highways and streets	4,989,380	3,728,749	(1,260,631)
Public safety	11,058,327	10,499,522	(558,805)
Total expenditures	18,603,372	16,737,152	(1,866,220)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(687,380)	3,402,412	4,089,792
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers (out)	-	(3,500,000)	(3,500,000)
Sale of capital assets	5,000	167,350	162,350
Total other financing sources (uses)	5,000	(3,332,650)	(3,337,650)
NET CHANGE IN FUND BALANCE	<u>\$ (682,380)</u>	69,762	<u>\$ 752,142</u>
FUND BALANCE, MAY 1		<u>8,480,224</u>	
FUND BALANCE, APRIL 30		<u>\$ 8,549,986</u>	

(See independent auditor's report.)



SCHEDULE OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
MOTOR FUEL TAX FUND

For the Year Ended April 30, 2025

	<b>Original and Final Budget</b>	<b>Actual</b>	<b>Variance Over (Under)</b>
<b>REVENUES</b>			
Intergovernmental			
Motor fuel tax allotment	\$ 858,429	\$ 994,867	\$ 136,438
Investment income	22,000	34,466	12,466
	<hr/>	<hr/>	<hr/>
Total revenues	880,429	1,029,333	148,904
	<hr/>	<hr/>	<hr/>
<b>EXPENDITURES</b>			
Current			
Highways and streets			
Commodities	309,267	214,865	(94,402)
Wages	310,471	337,626	27,155
Contractual services	19,000	1,710	(17,290)
Capital outlay	1,720,000	1,562,183	(157,817)
	<hr/>	<hr/>	<hr/>
Total expenditures	2,358,738	2,116,384	(242,354)
	<hr/>	<hr/>	<hr/>
NET CHANGE IN FUND BALANCE	<u>\$ (1,478,309)</u>	(1,087,051)	<u>\$ 391,258</u>
FUND BALANCE, MAY 1		<u>1,687,007</u>	
FUND BALANCE, APRIL 30		<u><u>\$ 599,956</u></u>	

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF EMPLOYER CONTRIBUTIONS  
ILLINOIS MUNICIPAL RETIREMENT FUND

Last Ten Fiscal Years

FISCAL YEAR ENDED APRIL 30,	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Actuarially determined contribution	\$ 189,087	\$ 194,909	\$ 243,149	\$ 339,888	\$ 349,021	\$ 263,481	\$ 278,630	\$ 403,827	\$ 329,704	\$ 335,289
Contributions in relation to the actuarially determined contribution	189,087	194,909	243,149	339,888	349,021	263,481	278,630	403,827	329,704	335,289
<b>CONTRIBUTION DEFICIENCY (Excess)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Covered payroll	\$ 3,076,718	\$ 2,918,272	\$ 2,664,084	\$ 2,799,722	\$ 2,698,612	\$ 2,553,725	\$ 2,411,693	\$ 2,594,734	\$ 2,517,936	\$ 2,525,245
Contributions as a percentage of covered payroll	6.15%	6.68%	9.13%	12.14%	12.93%	10.32%	11.55%	15.56%	13.09%	13.28%

## Notes to Required Supplementary Information

The information presented was determined as part of the actuarial valuations as of January 1 of the prior calendar year. Additional information as of the latest actuarial valuation presented is as follows: the actuarial cost method was entry-age normal; the amortization method was level percent of pay, closed, and the amortization period was 19 years; the asset valuation method was five-year smoothed market; and the significant actuarial assumptions were an investment rate of return at 7.25% annually, projected salary increases assumption of 2.75% to 13.75% compounded annually, and inflation of 2.75%.

(See independent auditor's report.)

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF EMPLOYER CONTRIBUTIONS  
POLICE PENSION FUND

Last Ten Fiscal Years

FISCAL YEAR ENDED APRIL 30,	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Actuarially determined contribution	\$ 2,589,935	\$ 2,406,164	\$ 2,114,355	\$ 2,097,211	\$ 1,905,149	\$ 1,714,350	\$ 1,618,878	\$ 1,456,052	\$ 1,412,529	\$ 1,200,005
Contributions in relation to the actuarially determined contribution	2,587,371	2,393,656	2,113,126	2,114,384	1,920,922	1,728,465	1,634,019	1,468,691	1,421,243	1,209,939
<b>CONTRIBUTION DEFICIENCY (Excess)</b>	<b>\$ 2,564</b>	<b>\$ 12,508</b>	<b>\$ 1,229</b>	<b>\$ (17,173)</b>	<b>\$ (15,773)</b>	<b>\$ (14,115)</b>	<b>\$ (15,141)</b>	<b>\$ (12,639)</b>	<b>\$ (8,714)</b>	<b>\$ (9,934)</b>
Covered payroll	\$ 4,076,468	\$ 3,782,432	\$ 3,598,517	\$ 3,429,435	\$ 3,472,348	\$ 3,407,217	\$ 3,319,478	\$ 3,163,883	\$ 3,159,697	\$ 3,054,195
Contributions as a percentage of covered payroll	63.47%	63.28%	58.72%	61.65%	55.32%	50.73%	49.23%	46.42%	44.98%	39.62%

## Notes to Required Supplementary Information

The information presented was determined as part of the actuarial valuations as of May 1 of the prior fiscal year. Additional information from the actuarial valuation used to determine the current year contributions is as follows: the actuarial cost method was entry age normal; the amortization method was level percent of pay, 100% closed basis and the amortization period was 18 years; the asset valuation method was five-year smoothed market value; and the significant actuarial assumptions were an investment rate of return at 7% annually, projected salary increases assumption of 3.50% compounded annually, and postretirement benefit increases of 3% compounded annually (Tier 1) and an annual increase equal to the lesser of 3% per year or 1/2 the annual unadjusted percentage increase in the CPI-U.

(See independent auditor's report.)

CITY OF DARIEN, ILLINOIS

SCHEDULE OF CHANGES IN THE EMPLOYER'S NET  
PENSION LIABILITY AND RELATED RATIOS  
ILLINOIS MUNICIPAL RETIREMENT FUND

Last Ten Calendar Years

MEASUREMENT DATE DECEMBER 31,	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
<b>TOTAL PENSION LIABILITY</b>										
Service cost	\$ 268,630	\$ 258,081	\$ 271,874	\$ 260,861	\$ 259,033	\$ 252,736	\$ 245,279	\$ 263,857	\$ 278,904	\$ 286,420
Interest	1,897,752	1,823,742	1,765,414	1,694,105	1,638,949	1,542,957	1,425,656	1,428,582	1,382,894	1,327,546
Changes of benefit terms	-	-	-	-	-	-	-	-	-	-
Differences between expected and actual experience	152,736	40,548	(134,220)	94,324	95,759	522,376	931,248	(372,485)	(320,532)	(169,723)
Changes of assumptions	-	432	-	-	(209,317)	-	597,080	(543,970)	(48,542)	24,074
Benefit payments, including refunds of member contributions	(1,140,467)	(1,074,020)	(1,109,298)	(1,033,133)	(1,016,000)	(978,377)	(880,787)	(730,617)	(720,046)	(681,770)
Net change in total pension liability	1,178,651	1,048,783	793,770	1,016,157	768,424	1,339,692	2,318,476	45,367	572,678	786,547
Total pension liability - beginning	26,611,809	25,563,026	24,769,256	23,753,099	22,984,675	21,644,983	19,326,507	19,281,140	18,708,462	17,921,915
<b>TOTAL PENSION LIABILITY - ENDING</b>	<b>\$ 27,790,460</b>	<b>\$ 26,611,809</b>	<b>\$ 25,563,026</b>	<b>\$ 24,769,256</b>	<b>\$ 23,753,099</b>	<b>\$ 22,984,675</b>	<b>\$ 21,644,983</b>	<b>\$ 19,326,507</b>	<b>\$ 19,281,140</b>	<b>\$ 18,708,462</b>
<b>PLAN FIDUCIARY NET POSITION</b>										
Contributions - employer	\$ 178,512	\$ 196,387	\$ 275,316	\$ 366,906	\$ 346,481	\$ 229,398	\$ 397,939	\$ 314,655	\$ 353,272	\$ 335,354
Contributions - member	137,899	135,751	127,358	126,036	136,129	114,445	112,439	111,740	115,595	114,576
Net investment income	2,540,560	2,590,500	(3,318,861)	4,038,485	3,079,354	3,478,060	(978,275)	2,968,029	1,126,831	80,704
Benefit payments, including refunds of member contributions	(1,140,467)	(1,074,020)	(1,109,298)	(1,033,133)	(1,016,000)	(978,377)	(880,787)	(730,617)	(720,046)	(681,770)
Other	(130,440)	512,588	(89,579)	10,553	(18,876)	267,292	566,121	(360,471)	84,073	18,009
Net change in plan fiduciary net position	1,586,064	2,361,206	(4,115,064)	3,508,847	2,527,088	3,110,818	(782,563)	2,303,336	959,725	(133,127)
Plan fiduciary net position - beginning	25,996,993	23,635,787	27,750,851	24,242,004	21,714,916	18,604,098	19,386,661	17,083,325	16,123,600	16,256,727
<b>PLAN FIDUCIARY NET POSITION - ENDING</b>	<b>\$ 27,583,057</b>	<b>\$ 25,996,993</b>	<b>\$ 23,635,787</b>	<b>\$ 27,750,851</b>	<b>\$ 24,242,004</b>	<b>\$ 21,714,916</b>	<b>\$ 18,604,098</b>	<b>\$ 19,386,661</b>	<b>\$ 17,083,325</b>	<b>\$ 16,123,600</b>
<b>EMPLOYER'S NET PENSION LIABILITY (ASSET)</b>	<b>\$ 207,403</b>	<b>\$ 614,816</b>	<b>\$ 1,927,239</b>	<b>\$ (2,981,595)</b>	<b>\$ (488,905)</b>	<b>\$ 1,269,759</b>	<b>\$ 3,040,885</b>	<b>\$ (60,154)</b>	<b>\$ 2,197,815</b>	<b>\$ 2,584,862</b>

MEASUREMENT DATE DECEMBER 31,	2024	2023	2022	2021	2020	2019	2018	PRELIMINARY AND TENTATIVE FOR DISCUSSION PURPOSES ONLY			
								2017	2016	2015	
Plan fiduciary net position as a percentage of the total pension liability (asset)	99.25%	97.69%	92.46%	112.04%	102.06%	94.48%	85.95%	100.31%	88.60%	86.18%	
Covered payroll	\$ 3,010,328	\$ 2,801,522	\$ 2,753,152	\$ 2,800,808	\$ 2,696,354	\$ 2,543,208	\$ 2,498,644	\$ 2,483,111	\$ 2,568,770	\$ 2,525,245	
Employer's net pension liability (asset) as a percentage of covered payroll	6.89%	21.95%	70.00%	(106.45%)	(18.13%)	49.93%	121.70%	(2.42%)	85.56%	102.36%	

Notes to Required Supplementary Information

Changes in assumptions for the discount rate were made in 2015 and 2016.

Changes in assumptions related to price inflation, salary increases, retirement age, and mortality rates were made in 2017.

Changes in assumptions related to the discount rate were made in 2018.

Changes in assumptions related to salary rates, price inflation, retirement age, and mortality rates were made in 2020.

Changes in assumptions related to mortality rates were made in 2023.

(See independent auditor's report.)

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF CHANGES IN THE EMPLOYER'S  
NET PENSION LIABILITY AND RELATED RATIOS  
POLICE PENSION FUND

Last Ten Fiscal Years

MEASUREMENT DATE APRIL 30,	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
<b>TOTAL PENSION LIABILITY</b>										
Service cost	\$ 941,798	\$ 819,134	\$ 771,797	\$ 736,904	\$ 789,351	\$ 730,885	\$ 685,980	\$ 730,502	\$ 797,055	\$ 754,785
Interest	4,402,595	4,214,570	4,045,786	3,821,893	3,642,965	3,486,465	3,270,691	3,168,022	2,970,623	2,938,342
Changes of benefit terms	-	-	-	-	-	114,024	-	-	-	-
Differences between expected and actual experience	599,429	877,983	515,608	1,622,868	842,706	245,106	(473,570)	274,605	202,447	(1,424,513)
Changes of assumptions	-	1,629,349	-	(159,382)	-	-	1,749,927	(576,498)	798,335	-
Contributions - buy back	-	-	-	-	-	-	-	-	106,677	-
Benefit payments, including refunds of member contributions	(3,234,753)	(3,020,824)	(2,917,849)	(2,799,556)	(2,533,355)	(2,265,113)	(2,125,790)	(2,045,013)	(1,932,191)	(1,767,269)
Net change in total pension liability	2,709,069	4,520,212	2,415,342	3,222,727	2,741,667	2,311,367	3,107,238	1,551,618	2,942,946	501,345
Total pension liability - beginning	65,419,628	60,899,416	58,484,074	55,261,347	52,519,680	50,208,313	47,101,075	45,549,457	42,606,511	42,105,166
<b>TOTAL PENSION LIABILITY - ENDING</b>	<b>\$ 68,128,697</b>	<b>\$ 65,419,628</b>	<b>\$ 60,899,416</b>	<b>\$ 58,484,074</b>	<b>\$ 55,261,347</b>	<b>\$ 52,519,680</b>	<b>\$ 50,208,313</b>	<b>\$ 47,101,075</b>	<b>\$ 45,549,457</b>	<b>\$ 42,606,511</b>
<b>PLAN FIDUCIARY NET POSITION</b>										
Contributions - employer	\$ 2,587,371	\$ 2,393,656	\$ 2,113,126	\$ 2,114,384	\$ 1,920,922	\$ 1,728,465	\$ 1,634,019	\$ 1,468,691	\$ 1,421,243	\$ 1,209,939
Contributions - member	403,979	374,839	356,613	339,857	327,973	329,449	319,775	295,483	313,126	308,852
Contributions - buy back	-	-	-	-	-	-	-	-	106,677	-
Net investment income	3,484,481	3,178,326	622,935	(2,955,754)	7,317,078	369,394	1,738,762	1,789,255	1,982,144	(21,989)
Benefit payments, including refunds of member contributions	(3,234,753)	(3,020,824)	(2,917,849)	(2,799,556)	(2,533,355)	(2,265,113)	(2,125,790)	(2,045,013)	(1,932,191)	(1,767,269)
Administrative expense	(56,419)	(49,759)	(57,277)	(77,265)	(38,457)	(44,663)	(41,538)	(39,377)	(41,720)	(34,650)
Net change in plan fiduciary net position	3,184,659	2,876,238	117,548	(3,378,334)	6,994,161	117,532	1,525,228	1,469,039	1,849,279	(305,117)
Plan fiduciary net position - beginning	35,749,975	32,873,737	32,756,189	36,134,523	29,140,362	29,022,830	27,497,602	26,028,563	24,179,284	24,484,401
<b>PLAN FIDUCIARY NET POSITION - ENDING</b>	<b>\$ 38,934,634</b>	<b>\$ 35,749,975</b>	<b>\$ 32,873,737</b>	<b>\$ 32,756,189</b>	<b>\$ 36,134,523</b>	<b>\$ 29,140,362</b>	<b>\$ 29,022,830</b>	<b>\$ 27,497,602</b>	<b>\$ 26,028,563</b>	<b>\$ 24,179,284</b>
<b>EMPLOYER'S NET PENSION LIABILITY</b>	<b>\$ 29,194,063</b>	<b>\$ 29,669,653</b>	<b>\$ 28,025,679</b>	<b>\$ 25,727,885</b>	<b>\$ 19,126,824</b>	<b>\$ 23,379,318</b>	<b>\$ 21,185,483</b>	<b>\$ 19,603,473</b>	<b>\$ 19,520,894</b>	<b>\$ 18,427,227</b>

PRELIMINARY AND TENTATIVE FOR DISCUSSION PURPOSES ONLY											
MEASUREMENT DATE	APRIL 30,	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
<hr/>											
Plan fiduciary net position as a percentage of the total pension liability		57.15%	54.65%	53.98%	56.01%	65.39%	55.48%	57.80%	58.38%	57.14%	56.75%
Covered payroll		\$ 4,076,468	\$ 3,782,432	\$ 3,598,517	\$ 3,429,435	\$ 3,472,348	\$ 3,407,217	\$ 3,319,478	\$ 3,163,883	\$ 3,159,697	\$ 3,054,195
Employer's net pension liability as a percentage of covered payroll		716.16%	784.41%	778.81%	750.21%	550.83%	686.17%	638.22%	619.60%	617.81%	603.34%

#### Notes to Required Supplementary Information

There was a change to actuarial assumptions in 2015 to reflect revised expectations with respect to mortality rates, disability rates, turnover rates, and retirement rates.

There was a change to actuarial assumptions in 2017 to reflect updated mortality assumptions to include a projection to the valuation date using Scale BB and the salary scale assumption was updated from a flat 5.50% to a service-graded schedule.

There were changes in assumptions in 2018 for retirement, termination, and disability rate tables, salary increase rates, percentage of disabilities and deaths assumed to be in the line of duty.

There were changes in assumptions in 2019 to update the mortality rates to reflect the PubS-2010 tables.

There were changes in benefits in 2020 as required by PA-101-0610 (SB 1300).

There were changes in assumptions in 2022 for mortality, retirement, termination, and disability rate tables, and salary increase rates.

There were changes in assumptions in 2024 for the interest rate.

**CITY OF DARIEN, ILLINOIS**

**PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLY**

SCHEDULE OF CHANGES IN THE EMPLOYER'S  
TOTAL OPEB LIABILITY AND RELATED RATIOS  
OTHER POSTEMPLOYMENT BENEFIT PLAN

Last Seven Fiscal Years

MEASUREMENT DATE APRIL 30,	2025	2024	2023	2022	2021	2020	2019
<b>TOTAL OPEB LIABILITY</b>							
Service cost	\$ 20,745	\$ 24,999	\$ 24,033	\$ 45,786	\$ 35,796	\$ 34,033	\$ 31,356
Interest	60,214	59,386	65,502	36,625	51,183	57,927	64,349
Changes of benefit terms	1,660	-	-	-	-	-	-
Differences between expected and actual experience	(202,857)	-	(161,367)	-	112,718	-	-
Changes of assumptions	31,110	(25,529)	190	(271,190)	192,854	64,557	91,892
Benefit payments	(123,574)	(138,427)	(140,944)	(192,632)	(181,532)	(149,437)	(162,002)
Other changes	-	-	-	-	-	284	-
Net change in total OPEB liability	(212,702)	(79,571)	(212,586)	(381,411)	211,019	7,364	25,595
Total OPEB liability - beginning	1,424,101	1,503,672	1,716,258	2,097,669	1,886,650	1,879,286	1,853,691
<b>TOTAL OPEB LIABILITY - ENDING</b>	<b>\$ 1,211,399</b>	<b>\$ 1,424,101</b>	<b>\$ 1,503,672</b>	<b>\$ 1,716,258</b>	<b>\$ 2,097,669</b>	<b>\$ 1,886,650</b>	<b>\$ 1,879,286</b>
Covered-employee payroll	\$ 7,099,957	\$ 6,508,688	\$ 6,258,006	\$ 6,060,233	\$ 5,827,503	\$ 4,910,475	\$ 5,460,822
Employer's total OPEB liability as a percentage of covered-employee payroll	17.06%	21.88%	24.03%	28.32%	36.00%	38.42%	34.41%

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

Changes in assumptions related to the discount rate and mortality rates were made in 2021 and 2023.

Changes in assumptions related to the discount rate were made in 2019, 2020, 2022, 2024, and 2025.

Changes in benefit terms related to the eligibility requirements for Tier 2 Police employees in 2025.

Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

(See independent auditor's report.)



CITY OF DARIEN, ILLINOIS

SCHEDULE OF INVESTMENT RETURNS  
POLICE PENSION FUND

Last Ten Fiscal Years

---

<b>FISCAL YEAR ENDED APRIL 30,</b>	<b>2025</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Annual money-weighted rate of return, net of investment expense	9.68%	9.70%	2.08%	(8.10%)	24.83%	1.26%	6.41%	6.99%	8.30%	(0.09%)

(See independent auditor's report.)

**CITY OF DARIEN, ILLINOIS**

**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

April 30, 2025

---

**BUDGETS**

Annual budgets are adopted on a basis consistent with GAAP for all governmental funds except as noted below, and the Water Operations fund. Budget amounts are as originally adopted by the City Council. All annual appropriations lapse at fiscal year end. As the City does not budget for its Storm Sewer or Federal Equitable Sharing Funds (it is not legally required to do so), budget to actual schedules are not presented.

Prior to April 30, the City Administrator submits to the City Council a proposed operating budget for the fiscal year commencing May 1. The operating budget includes proposed expenditures and the means of financing them. Public hearings are conducted to obtain taxpayer comments. Formal budgetary integration is employed as a management control device during the year of the General Fund and budgeted Special Revenue Funds, and Capital Project Funds.

The City is authorized to change budgeted amounts within any fund; however, revision must be approved by two-thirds of the members of the City Council. No revisions can be made increasing the budget unless funding is available for the purpose of the revision. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the fund level.

The appropriated budget is prepared by fund, function, and department. The City Administrator is authorized to transfer budget amounts between departments within any fund; however, the City Council must approve revisions that alter the total expenditures of any fund.

**COMBINING AND INDIVIDUAL FUND  
FINANCIAL STATEMENTS AND SCHEDULES**

## **MAJOR GOVERNMENTAL FUNDS**

General Fund - The General Fund was established to account for all revenues and expenditures which are not accounted for in other funds. This is the largest fund of the City, providing for the majority of the City's revenues, expenditures, and services. The General Fund is supported predominately with taxes, licenses, and fees. It funds the operations of the City's Police Department, Community Development Department, Mayor/City Council, Street Department, and Administration.

Motor Fuel Tax Fund - The Motor Fuel Tax Fund is used to account for state-shared motor fuel tax revenues that are legally restricted to maintenance and construction of streets, sidewalks, alleys, and signals.

Capital Improvements Fund - The Capital Improvement Fund was established to account for expenditures related capital projects.

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF REVENUES - BUDGET AND ACTUAL  
GENERAL FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025		Variance	2024
	Original and Final Budget	Actual	Over (Under)	Actual
<b>TAXES</b>				
Property taxes - current	\$ 2,500,438	\$ 2,509,234	\$ 8,796	\$ 2,408,464
Road and bridge tax	210,903	271,852	60,949	255,608
Municipal utility tax	933,035	1,061,760	128,725	1,022,208
Telecommunication tax	215,160	227,085	11,925	256,249
Amusement tax	80,187	97,781	17,594	104,378
Hotel/motel tax	84,447	74,394	(10,053)	91,462
Local gas tax	222,868	220,890	(1,978)	215,381
Food and beverage tax	731,470	749,754	18,284	744,439
Replacement tax	11,892	10,804	(1,088)	17,596
Cannabis use tax	31,111	36,791	5,680	34,666
Video gaming tax	328,136	365,366	37,230	328,737
Total taxes	5,349,647	5,625,711	276,064	5,479,188
<b>LICENSES, PERMITS, AND FEES</b>				
Business licenses	35,000	73,818	38,818	17,344
Liquor licenses	80,150	78,200	(1,950)	80,300
Contractors licenses	18,000	14,460	(3,540)	14,580
Court fines	125,000	120,951	(4,049)	132,255
Ordinance fines	16,455	24,368	7,913	24,950
Building permits and fees	35,000	104,337	69,337	127,120
Cable TV franchise fees	420,800	348,122	(72,678)	392,931
PEG fees AT&T	-	4,920	4,920	5,810
NICOR franchise fees	33,000	48,426	15,426	52,084
Public hearing fees	2,000	8,930	6,930	6,050
Elevator inspections	3,500	5,790	2,290	5,700
NSF check fee	-	105	105	105
Engineering fee reimbursements	99,500	158,963	59,463	67,585
DUI technology fines	3,500	14,553	11,053	12,357
Legal fees	-	620	620	-
Police special service	99,880	132,777	32,897	116,831
Total licenses, permits, and fees	971,785	1,139,340	167,555	1,056,002
<b>INTERGOVERNMENTAL</b>				
State income taxes	3,141,595	3,825,609	684,014	3,603,522
Local use tax	782,396	573,378	(209,018)	819,684
Sales tax	7,170,254	7,811,750	641,496	7,393,220
Drug forfeiture receipts	-	99	99	51,105
Grants	-	22,491	22,491	235,901
Other reimbursements	-	29,065	29,065	-
Total intergovernmental	11,094,245	12,262,392	1,168,147	12,103,432

(This schedule is continued on the following page.)

SCHEDULE OF REVENUES - BUDGET AND ACTUAL (Continued)  
GENERAL FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025		Variance	2024
	Original and Final Budget	Actual	Over (Under)	Actual
<b>CHARGES FOR SERVICES</b>				
Towing fees	\$ 46,000	\$ 61,400	\$ 15,400	\$ 57,500
E-Citation fees	-	2,214	2,214	2,225
Inspections/tap on/permits	-	1,225	1,225	-
Police report/prints	5,000	4,040	(960)	5,915
Rents	266,315	218,644	(47,671)	248,442
Other reimbursements	50,000	121,662	71,662	101,509
Residential concrete reimbursement	-	12,336	12,336	58,161
Reimbursement - rear yard drain	-	18,637	18,637	25,179
Maintenance - reimbursable	-	-	-	2,349
Mail box reimbursement	-	3,659	3,659	2,251
Community events	-	12,166	12,166	-
Sales of wood chips	3,000	3,620	620	2,545
Total charges for services	370,315	459,603	89,288	506,076
<b>INVESTMENT INCOME</b>				
Investment income	110,000	265,241	155,241	261,570
Total investment income	110,000	265,241	155,241	261,570
<b>MISCELLANEOUS</b>				
Impact fees	-	125	125	250
Reimbursement - workers' compensation	-	113,323	113,323	30,213
Miscellaneous	20,000	273,829	253,829	207,918
Total miscellaneous	20,000	387,277	367,277	238,381
<b>TOTAL REVENUES</b>	\$ 17,915,992	\$ 20,139,564	\$ 2,223,572	\$ 19,644,649

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
GENERAL FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025				
	Original and Final Budget	Actual	Variance Over (Under)	2024 Actual	
GENERAL GOVERNMENT					
Administration					
Personnel services					
Salaries	\$ 407,901	\$ 430,599	\$ 22,698	\$ 410,568	
Overtime	-	1,692	1,692	1,133	
Social Security	25,290	25,562	272	24,127	
Medicare	5,915	5,978	63	5,642	
IMRF	28,594	26,402	(2,192)	26,983	
Medical/life insurance	78,774	69,136	(9,638)	75,537	
Supplemental pensions	4,800	4,984	184	4,800	
Total personnel services	551,274	564,353	13,079	548,790	
Materials and supplies					
Dues and subscriptions	1,715	1,824	109	2,198	
Liability insurance	263,806	251,773	(12,033)	257,091	
Legal notices	2,200	1,903	(297)	2,238	
Maintenance - equipment	10,110	9,452	(658)	9,195	
Maintenance - vehicles	2,000	1,433	(567)	1,498	
Postage/mailings	3,350	3,216	(134)	2,422	
Printing and forms	4,500	4,024	(476)	2,311	
Public relations	121,814	104,275	(17,539)	92,749	
Rent - equipment	3,040	1,638	(1,402)	1,500	
Supplies - office	8,000	9,136	1,136	7,936	
Supplies - other	500	-	(500)	-	
Training and education	1,500	-	(1,500)	175	
Travel/meetings	550	104	(446)	371	
Telephone	42,200	30,673	(11,527)	29,136	
Utilities	4,500	3,536	(964)	2,330	
Gas and oil	1,500	1,883	383	1,620	
Other	-	900	900	35,394	
Total materials and supplies	471,285	425,770	(45,515)	448,164	
Contractual services					
Audit	19,000	16,075	(2,925)	18,500	
Consulting/professional	459,394	428,401	(30,993)	407,757	
Contingency	10,000	1,267	(8,733)	7,503	
Janitorial services	25,600	24,424	(1,176)	21,053	
Total contractual services	513,994	470,167	(43,827)	454,813	
Capital outlay					
Equipment	5,000	-	(5,000)	11,637	
Total capital outlay	5,000	-	(5,000)	11,637	
Total administration	1,541,553	1,460,290	(81,263)	1,463,404	

(This schedule is continued on the following pages.)

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL (Continued)  
GENERAL FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025			
	Original and Final Budget	Actual	Variance Over (Under)	2024 Actual
GENERAL GOVERNMENT (Continued)				
City council				
Personnel services				
Salaries	\$ 42,750	\$ 42,750	\$ -	\$ 42,750
Social Security	2,651	2,651	-	2,651
Medicare	620	620	-	620
Total personnel services	46,021	46,021	-	46,021
Materials and supplies				
Board and commissions	1,500	568	(932)	896
Cable operations	6,600	5,195	(1,405)	5,865
Dues and subscriptions	26,950	23,181	(3,769)	20,660
Public relations	2,300	270	(2,030)	1,761
Training and education	3,500	-	(3,500)	-
Travel/meetings	50	35	(15)	70
Total materials and supplies	40,900	29,249	(11,651)	29,252
Contractual services				
Consulting/professional	3,000	3,850	850	2,344
Total contractual services	3,000	3,850	850	2,344
Total city council	89,921	79,120	(10,801)	77,617
Community development				
Personnel services				
Salaries	364,730	366,462	1,732	373,960
Overtime	1,000	-	(1,000)	-
Social Security	22,005	21,078	(927)	20,728
Medicare	5,289	5,168	(121)	5,254
IMRF	12,252	10,502	(1,750)	11,409
Medical/life insurance	37,576	30,175	(7,401)	34,267
Supplemental pensions	2,400	1,385	(1,015)	2,400
Total personnel services	445,252	434,770	(10,482)	448,018
Materials and supplies				
Boards and commissions	1,200	1,938	738	1,520
Dues and subscriptions	2,500	3,284	784	295
Liabilities insurance	23,000	32,669	9,669	22,825
Maintenance - vehicles	500	28	(472)	4,851
Printing and forms	565	-	(565)	814
Postage and mailing	650	225	(425)	136
Supplies - office	500	976	476	550
Training and educational	500	1,878	1,378	-
Travel/meetings	200	2,208	2,008	-
Gas and oil	1,200	1,259	59	1,552
Total materials and supplies	30,815	44,465	13,650	32,543

(This schedule is continued on the following pages.)



## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL (Continued)  
GENERAL FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025		Variance	2024
	Original and Final Budget	Actual	Over (Under)	Actual
GENERAL GOVERNMENT (Continued)				
Community development (Continued)				
Contractual services				
Economic development	\$ 429,000	\$ 424,379	\$ (4,621)	\$ 424,930
Consulting/professional	170,124	229,043	58,919	125,753
Consulting/professional reimbursable	99,000	86,814	(12,186)	81,570
Total contractual services	698,124	740,236	42,112	632,253
Total community development	1,174,191	1,219,471	45,280	1,112,814
Subtotal general government	2,805,665	2,758,881	(46,784)	2,653,835
Less reimbursements from Water Fund	(250,000)	(250,000)	-	(250,000)
Total general government	2,555,665	2,508,881	(46,784)	2,403,835
HIGHWAYS AND STREETS				
Public works				
Personnel services				
Salaries	886,677	916,756	30,079	747,012
Overtime	102,500	56,456	(46,044)	77,510
Social Security	61,515	58,084	(3,431)	46,582
Medicare	14,386	13,628	(758)	11,182
IMRF	68,088	51,120	(16,968)	43,608
Medical/life insurance	184,751	146,143	(38,608)	148,446
Supplemental pensions	2,400	2,492	92	2,400
Total personnel services	1,320,317	1,244,679	(75,638)	1,076,740
Materials and supplies				
Liability insurance	41,017	31,484	(9,533)	34,324
Maintenance - building	304,562	327,645	23,083	394,337
Maintenance - equipment	41,050	39,355	(1,695)	21,781
Maintenance - vehicles	110,000	79,166	(30,834)	85,253
Postage/mailings	750	170	(580)	410
Rent - equipment	21,000	9,476	(11,524)	37,432
Supplies - office	2,353	3,324	971	2,392
Supplies - other	282,165	259,152	(23,013)	131,396
Small tools and equipment	22,550	16,279	(6,271)	4,183
Training and education	29,900	4,382	(25,518)	2,247
Uniforms	16,346	13,384	(2,962)	7,769
Utilities	26,400	20,608	(5,792)	27,986
Gas and oil	96,790	61,399	(35,391)	61,269
Total materials and supplies	994,883	865,824	(129,059)	810,779

(This schedule is continued on the following pages.)

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL (Continued)  
GENERAL FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025		Variance	2024
	Original and Final Budget	Actual	Over (Under)	Actual
<b>HIGHWAYS AND STREETS (Continued)</b>				
Public works (Continued)				
Contractual services				
Consulting/professional	\$ 105,865	\$ 62,823	\$ (43,042)	\$ 4,458
Forestry	243,845	167,682	(76,163)	303,161
Street light operation and maintenance	98,500	40,691	(57,809)	137,695
Tree trim - removal	358,138	263,400	(94,738)	120,878
Residential concrete program	-	7,868	7,868	62,236
Street sweeping	46,793	20,148	(26,645)	20,594
Mosquito abatement	42,500	39,900	(2,600)	39,900
Contingency	-	-	-	1,383
Janitorial service	1,550	-	(1,550)	2,990
Drainage projects	213,491	80,567	(132,924)	130,029
Total contractual services	1,110,682	683,079	(427,603)	823,324
Capital outlay				
Capital improvements	-	-	-	27,789
Equipment	1,563,498	935,167	(628,331)	1,170,396
Total capital outlay	1,563,498	935,167	(628,331)	1,198,185
Total public works	4,989,380	3,728,749	(1,260,631)	3,909,028
Total highways and streets	4,989,380	3,728,749	(1,260,631)	3,909,028
<b>PUBLIC SAFETY</b>				
Police department				
Personnel services				
Salaries	526,264	505,476	(20,788)	520,820
Salaries - officers	4,619,476	4,420,047	(199,429)	4,124,240
Overtime	489,698	555,494	65,796	344,280
Social Security	32,628	30,575	(2,053)	31,489
Medicare	81,714	75,682	(6,032)	69,927
IMRF	34,379	28,893	(5,486)	32,887
Medical/life insurance	574,588	406,950	(167,638)	441,959
Police pension	2,589,935	2,587,371	(2,564)	2,393,656
Supplemental pensions	44,400	46,196	1,796	43,335
Total personnel services	8,993,082	8,656,684	(336,398)	8,002,593
Materials and supplies				
Animal control	1,200	1,405	205	3,705
Auxiliary police	2,000	162	(1,838)	-
Boards and commissions	10,250	7,739	(2,511)	27,879
Dues and subscriptions	2,950	2,509	(441)	2,109
Investigation and equipment	82,405	44,462	(37,943)	67,162
Liability insurance	93,000	40,952	(52,048)	61,794
Maintenance - building	-	-	-	76
Maintenance - equipment	27,050	23,633	(3,417)	29,368
Maintenance - vehicles	65,500	23,210	(42,290)	52,303

(This schedule is continued on the following page.)

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL (Continued)  
GENERAL FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025		Variance	2024
	Original and Final Budget	Actual	Over (Under)	Actual
<b>PUBLIC SAFETY (Continued)</b>				
Police department (Continued)				
Materials and supplies (Continued)				
Postage/mailings	\$ 3,500	\$ 1,210	\$ (2,290)	\$ 1,608
Printing and forms	1,500	440	(1,060)	367
Public relations	5,000	6,020	1,020	1,621
Rent - equipment	5,800	600	(5,200)	500
Supplies - office	7,000	6,216	(784)	5,033
Training and education	47,415	45,515	(1,900)	40,039
Travel/meetings	24,175	9,767	(14,408)	5,130
Telephone	17,000	16,664	(336)	12,898
Uniforms	64,400	58,740	(5,660)	49,764
Maintenance supplies	-	2,049	2,049	-
Utilities	18,000	10,355	(7,645)	9,631
Gas and oil	90,000	88,751	(1,249)	101,502
Total materials and supplies	568,145	390,399	(177,746)	472,489
Contractual services				
Bad debt expense	-	5,572	5,572	50
Consulting/professional	594,400	556,825	(37,575)	528,840
Dumeg/fiat/child center	27,700	27,680	(20)	27,680
Total contractual services	622,100	590,077	(32,023)	556,570
Capital outlay				
Equipment	875,000	862,362	(12,638)	308,727
Total capital outlay	875,000	862,362	(12,638)	308,727
Total police department	11,058,327	10,499,522	(558,805)	9,340,379
Total public safety	11,058,327	10,499,522	(558,805)	9,340,379
<b>TOTAL EXPENDITURES</b>	<b>\$ 18,603,372</b>	<b>\$ 16,737,152</b>	<b>\$ (1,866,220)</b>	<b>\$ 15,653,242</b>

(See independent auditor's report.)

SCHEDULE OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
MOTOR FUEL TAX FUND

For the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025			
	Original and Final Budget	Actual	Variance Over (Under)	2024 Actual
<b>REVENUES</b>				
Intergovernmental				
Motor fuel tax allotment	\$ 858,429	\$ 994,867	\$ 136,438	\$ 966,720
Investment income	22,000	34,466	12,466	74,303
Total revenues	880,429	1,029,333	148,904	1,041,023
<b>EXPENDITURES</b>				
Current				
Highways and streets				
Commodities	309,267	214,865	(94,402)	355,416
Wages	310,471	337,626	27,155	421,286
Contractual services	19,000	1,710	(17,290)	19,948
Capital outlay	1,720,000	1,562,183	(157,817)	31,477
Total expenditures	2,358,738	2,116,384	(242,354)	828,127
NET CHANGE IN FUND BALANCE	<u>\$ (1,478,309)</u>	(1,087,051)	<u>\$ 391,258</u>	212,896
FUND BALANCE, MAY 1		<u>1,687,007</u>		<u>1,474,111</u>
FUND BALANCE, APRIL 30		<u>\$ 599,956</u>		<u>\$ 1,687,007</u>

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
CAPITAL IMPROVEMENT FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025			
	Original and Final Budget	Actual	Variance Over (Under)	2024 Actual
<b>REVENUES</b>				
Taxes	\$ -	\$ -	\$ -	\$ 85,011
Intergovernmental	250,000	-	(250,000)	359,162
Investment income	550,000	840,235	290,235	826,275
Total revenues	800,000	840,235	40,235	1,270,448
<b>EXPENDITURES</b>				
Current				
Highways and streets				
Contractual services	47,500	31,642	(15,858)	55,793
Capital outlay	2,646,186	810,117	(1,836,069)	5,349,117
Debt service				
Principal payments	-	-	-	110,000
Interest and fiscal charges	-	-	-	2,420
Total expenditures	2,693,686	841,759	(1,851,927)	5,517,330
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(1,893,686)	(1,524)	1,892,162	(4,246,882)
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	1,500,000	3,500,000	2,000,000	5,700,000
Total other financing sources (uses)	1,500,000	3,500,000	2,000,000	5,700,000
NET CHANGE IN FUND BALANCE	<u>\$ (393,686)</u>	3,498,476	<u>\$ 3,892,162</u>	1,453,118
FUND BALANCE, MAY 1		15,521,454		14,068,336
<b>FUND BALANCE, APRIL 30</b>		<u>\$ 19,019,930</u>		<u>\$ 15,521,454</u>

(See independent auditor's report.)

## **NONMAJOR GOVERNMENTAL FUNDS**

### **SPECIAL REVENUE FUNDS**

Special Service Area Fund - A Special Service Area (SSA) is created to fund improvements which benefit an identifiable segment of the City, with a special property tax levied on and restricted to the benefited properties. SSA #1 was created to handle maintenance of the wetlands in the Tara Hill development.

Storm Sewer Fund - The Storm Sewer Fund is used to account for storm water management fees that are restricted for storm sewer improvements.

Federal Equitable Sharing Fund - The Federal Equitable Sharing Fund is used to account for the revenues and expenditures of restricted forfeited money provided through the Federal Equitable Sharing program.

COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS

April 30, 2025

	Special Revenue			Total
	Special Service Area	Storm Sewer	Federal Equitable Sharing	
<b>ASSETS</b>				
Cash and cash equivalents	\$ 24,724	\$ 41,566	\$ 119,715	\$ 186,005
<b>TOTAL ASSETS</b>	<u>\$ 24,724</u>	<u>\$ 41,566</u>	<u>\$ 119,715</u>	<u>\$ 186,005</u>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>LIABILITIES</b>				
Accounts payable	\$ 70	\$ -	\$ -	\$ 70
Total liabilities	<u>70</u>	<u>-</u>	<u>-</u>	<u>70</u>
<b>FUND BALANCES</b>				
Restricted				
Special service area	24,654	-	-	24,654
Storm sewer	-	41,566	-	41,566
Public safety	-	-	119,715	119,715
Total fund balances	<u>24,654</u>	<u>41,566</u>	<u>119,715</u>	<u>185,935</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 24,724</u>	<u>\$ 41,566</u>	<u>\$ 119,715</u>	<u>\$ 186,005</u>

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYCOMBINING STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS

For the Year Ended April 30, 2025

	Special Revenue				Total
	(Formerly Nonmajor) Motor Fuel Tax	Special Service Area	Storm Sewer	Federal Equitable Sharing	
<b>REVENUES</b>					
Taxes	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000
Intergovernmental	-	-	-	116,101	116,101
Investment income	-	973	1,515	7,964	10,452
Miscellaneous	-	-	2,068	-	2,068
Total revenues	-	5,973	3,583	124,065	133,621
<b>EXPENDITURES</b>					
Current					
Highways and streets	-	4,166	2,800	-	6,966
Public safety	-	-	-	165,449	165,449
Capital outlay	-	-	-	58,501	58,501
Total expenditures	-	4,166	2,800	223,950	230,916
NET CHANGE IN FUND BALANCES	-	1,807	783	(99,885)	(97,295)
FUND BALANCES, MAY 1, AS REPORTED	1,687,007	22,847	40,783	219,600	1,970,237
Change within financial reporting entity	(1,687,007)	-	-	-	(1,687,007)
FUND BALANCES, MAY 1, AS RESTATED	-	22,847	40,783	219,600	283,230
<b>FUND BALANCES, APRIL 30</b>	<b>\$ -</b>	<b>\$ 24,654</b>	<b>\$ 41,566</b>	<b>\$ 119,715</b>	<b>\$ 185,935</b>

(See independent auditor's report.)



SCHEDULE OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
SPECIAL SERVICE AREA FUND

For the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025		Variance	2024
	Original and Final Budget	Actual	Over (Under)	Actual
<b>REVENUES</b>				
Taxes	\$ 5,000	\$ 5,000	\$ -	\$ 5,054
Investment income	100	973	873	999
Total revenues	5,100	5,973	873	6,053
<b>EXPENDITURES</b>				
Current				
Contractual services	9,000	4,166	(4,834)	4,462
Total expenditures	9,000	4,166	(4,834)	4,462
NET CHANGE IN FUND BALANCE	<u>\$ (3,900)</u>	1,807	<u>\$ 5,707</u>	1,591
FUND BALANCE, MAY 1		<u>22,847</u>		<u>21,256</u>
FUND BALANCE, APRIL 30		<u>\$ 24,654</u>		<u>\$ 22,847</u>

## **MAJOR ENTERPRISE FUND**

Water Operations Fund - to account for the financing of self-supporting municipal activities which render services generally on a user charge basis to the general public. The significant characteristic of an enterprise fund is that the accounting system makes it possible to determine whether that particular service area is operated at a profit or a loss in accordance with the GAAPs followed by private business concerns.

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF REVENUES, EXPENSES,  
AND CHANGES IN NET POSITION - BUDGET AND ACTUAL  
WATER OPERATIONS FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025		Variance	2024
	Original and Final Budget	Actual	Over (Under)	Actual
OPERATING REVENUES				
Charges for services				
Water sales	\$ 7,686,875	\$ 7,789,620	\$ 102,745	\$ 7,816,490
Inspections/tap on/permits	5,000	15,875	10,875	11,681
Sale of meters	1,000	3,528	2,528	3,468
Other water sales	1,000	21,824	20,824	24,425
Total operating revenues	7,693,875	7,830,847	136,972	7,856,064
OPERATING EXPENSES EXCLUDING DEPRECIATION				
Personnel services				
Salaries	772,682	713,092	(59,590)	664,382
Overtime	92,500	163,699	71,199	155,088
Social Security	53,641	52,156	(1,485)	46,988
Medicare	12,545	12,292	(253)	11,060
IMRF	62,691	55,319	(7,372)	58,519
Medical/life insurance	141,506	83,560	(57,946)	102,001
Supplemental pensions	2,400	2,492	92	2,400
Total personnel services	1,137,965	1,082,610	(55,355)	1,040,438
Materials and supplies				
Liability insurance	217,310	201,144	(16,166)	170,417
Maintenance - building	261,775	104,492	(157,283)	10,561
Maintenance - equipment	10,800	5,220	(5,580)	7,770
Maintenance - vehicles	17,000	8,976	(8,024)	17,856
Maintenance - water system	305,650	349,351	43,701	453,632
Postage/mailings	1,400	381	(1,019)	88
Quality controls	29,850	16,699	(13,151)	10,532
Service charge	250,000	250,000	-	250,000
Supplies - operation	6,100	3,245	(2,855)	5,614
Training and education	21,150	2,666	(18,484)	4,903
Telephone	17,066	11,925	(5,141)	11,121
Uniforms	11,100	8,867	(2,233)	6,538
Utilities	42,000	63,267	21,267	49,148
Vehicle (gas and oil)	24,055	31,296	7,241	32,139
Total materials and supplies	1,215,256	1,057,529	(157,727)	1,030,319
Contractual				
Audit	13,500	13,500	-	13,250
Consulting/professional	14,950	14,803	(147)	11,051
Leak detection	19,800	-	(19,800)	-
Data processing	162,837	166,967	4,130	160,161
Rent - equipment	-	-	-	50,050
Janitorial service	8,050	6,380	(1,670)	7,342
Forestry	4,534	3,473	(1,061)	2,042
DuPage Water Commission	5,435,049	4,922,682	(512,367)	4,778,104
Total contractual	5,658,720	5,127,805	(530,915)	5,022,000

(This schedule is continued on the following page.)

## CITY OF DARIEN, ILLINOIS

PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLYSCHEDULE OF REVENUES, EXPENSES,  
AND CHANGES IN NET POSITION - BUDGET AND ACTUAL (Continued)  
WATER OPERATIONS FUNDFor the Year Ended April 30, 2025  
(With Prior Year Actual)

	2025			
	Original and Final Budget	Actual	Variance Over (Under)	2024 Actual
OPERATING EXPENSES				
EXCLUDING DEPRECIATION (Continued)				
Capital outlay				
Equipment	\$ 493,500	\$ 472,468	\$ (21,032)	\$ 683,878
Water meters	5,000	-	(5,000)	1,204
Infrastructure	-	-	-	43,167
Total capital outlay	498,500	472,468	(26,032)	728,249
Total operating expenses excluding depreciation	8,510,441	7,740,412	(770,029)	7,821,006
OPERATING INCOME (LOSS)	(816,566)	90,435	907,001	35,058
NON-OPERATING REVENUES (EXPENSES)				
Investment income	40,000	149,733	109,733	180,585
Miscellaneous income	-	121,323	121,323	70,747
Debt service				
Principal repayment	(610,000)	(610,000)	-	(590,000)
Interest expense	(84,825)	(77,218)	7,607	(96,045)
Total non-operating revenues (expenses)	(654,825)	(416,162)	238,663	(434,713)
NET INCOME (LOSS) BEFORE TRANSFERS	(1,471,391)	(325,727)	1,145,664	(399,655)
TRANSFERS				
Transfers in	-	-	-	150,000
Transfers (out)	-	-	-	(150,000)
Total transfers	-	-	-	-
NET INCOME (LOSS) BUDGETARY BASIS	\$ (1,471,391)	(325,727)	\$ 1,145,664	(399,655)
ADJUSTMENTS TO GAAP BASIS				
Capital outlay capitalized		329,918		683,407
Principal repayment		610,000		590,000
Bond amortization		(2,121)		(2,246)
Pension/OPEB expense		(39,469)		234,618
Depreciation		(576,962)		(525,511)
Total adjustments to GAAP basis		321,366		980,268
CHANGE IN NET POSITION		(4,361)		580,613
NET POSITION, MAY 1, AS REPORTED		11,128,747		10,548,134
Change in accounting principle		(25,724)		-
NET POSITION, MAY 1, AS RESTATED		11,103,023		10,548,134
NET POSITION, APRIL 30		\$ 11,098,662		\$ 11,128,747

(See independent auditor's report.)

**SUPPLEMENTAL DATA**

LONG-TERM DEBT REQUIREMENTS  
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2012

April 30, 2025

---

Date of Issue	July 12, 2012
Date of Maturity	December 15, 2025
Authorized Issue	\$2,810,000
Interest Rates	2.00% to 3.50%
Interest Dates	June 15 and December 15
Principal Maturity Date	December 15
Payable at	Bank of New York Mellon

## FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Tax Levy			June 15	Interest Due on		
	Principal	Interest	Total		Amount	December 15	Amount
2026	\$ 290,000	\$ 10,150	\$ 300,150	2025	\$ 5,075	2025	\$ 5,075
	<u>\$ 290,000</u>	<u>\$ 10,150</u>	<u>\$ 300,150</u>		<u>\$ 5,075</u>		<u>\$ 5,075</u>

**CITY OF DARIEN, ILLINOIS****PRELIMINARY AND TENTATIVE  
FOR DISCUSSION PURPOSES ONLY****LONG-TERM DEBT REQUIREMENTS  
GENERAL OBLIGATION BONDS, SERIES 2018**

April 30, 2025

---

Date of Issue	April 16, 2018
Date of Maturity	January 1, 2030
Authorized Issue	\$3,500,000
Interest Rates	3%
Interest Dates	January 1 and July 1
Principal Maturity Date	January 1
Payable at	Amalgamated Bank of Chicago

**FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

<b>Fiscal Year</b>	<b>Tax Levy</b>			<b>July 1</b>	<b>Interest Due on</b>		
	<b>Principal</b>	<b>Interest</b>	<b>Total</b>		<b>Amount</b>	<b>January 1</b>	<b>Amount</b>
2026	\$ 330,000	\$ 52,950	\$ 382,950	2025	\$ 26,475	2026	\$ 26,475
2027	340,000	43,050	383,050	2026	21,525	2027	21,525
2028	355,000	32,850	387,850	2027	16,425	2028	16,425
2029	365,000	22,200	387,200	2028	11,100	2029	11,100
2030	375,000	11,250	386,250	2029	5,625	2030	5,625
	<u>\$ 1,765,000</u>	<u>\$ 162,300</u>	<u>\$ 1,927,300</u>		<u>\$ 81,150</u>		<u>\$ 81,150</u>

(See independent auditor's report.)

# CITY OF DARIEN

## MEMO

**TO:** Administrative/Finance Committee Members  
**FROM:** Bryon D. Vana, City Administrator  
**DATE:** August 27, 2025  
**SUBJECT:** FYE 25 Audit to Budget Comparison

---

Upon completion of the yearly financial audit, the Administrative/Finance Committee reviews a comparison between the FYE 4-30-25 audited numbers and the FYE 4-30-25 estimated numbers included in the FYE 4-30-26 budget. This year's review includes the attached document containing a detailed sheet on the General and Capital Projects Funds as well as all other funds. The details sheets include the following columns:

- 1 budget line item title
- 2 the 4-30-25 original budget
- 3 the 4-30-25 audited revenues and expenditure line items
- 4 the 4-30-25 estimated actual numbers used for the FYE 4-30-26 budget
- 5 the difference between numbers 3 and 4 above
- 6 comments regarding expense

The General Fund audited fund balance exceeded the estimated balance used in the 4-30-26 budget by \$1,743,758. The City Council previously approved the *Capital Improvements Plan Guidelines*. Section 3 of the guidelines includes the following:

- Surplus from the general fund, in excess of 3 months operating reserve, will be transferred to the capital projects fund annually

Based on these guidelines I am recommending that the Administrative/Finance Committee recommend that the City Council approve an additional FYE 26 transfer of \$1,700,000 to the Capital Projects Fund from the General Fund. This item will be scheduled for the October 6, 2025, City Council meeting.



**City of Darien**  
**Comparision of Estimated Actual**  
**Fund Balance to Audited Fund Balance**  
**4/30/2025**

**Working Session Report**

**General Fund**  
**Fund Balance**

			Difference between Estimated Actual and Audited
<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Audited</u>
\$ 4,032,480	\$ 8,799,986	\$ 7,056,227	\$ 1,743,758.91

**Water Fund**  
**Cash Balance**

			Difference between Estimated Actual and Audited
<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Audited</u>
\$ 1,992,147	\$ 2,781,684	\$ 3,124,848	\$ (343,164.00)

**Motor Fuel Tax Fund**  
**Fund Balance**

			Difference between Estimated Actual and Audited
<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Audited</u>
\$ 102,739	\$ 599,955	\$ 352,749	\$ 247,206.00

## Water Depreciation Fund

### Cash Balance

<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Difference between Estimated Actual and Audited</u>
\$ -	\$ -	\$ -	\$ -

## Capital Improvement Fund

### Fund Balance

<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Difference between Estimated Actual and Audited</u>
\$ 16,036,168	\$ 19,019,930	\$ 19,062,468	\$ (42,538.00)

1		2		3	4	5	6
City of Darien General Fund Reconciliation For the FYE 4/30/25		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited	FYE 4/30/25 Estimated Actual	Difference	% Difference	
Beginning Fund Balance		6,214,860	8,480,224	8,730,224	(250,000)	TRANSFER	
Prior Period Adjustment		-	-	-	-		
Total Revenue		18,170,992	20,556,914	18,835,254	1,721,660		
Total Expenses		18,853,372	16,737,152	17,009,251	(272,099)	TRANSFER	
Transfer In from Debt Fund/Sale of Equipment		-	-	-	-		
Transfer out		1,500,000	3,500,000	3,500,000	-		
Ending Fund Balance		4,032,480	8,799,986	7,056,227	1,743,759		
		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Revenue	FYE 4/30/25 Estimated Revenue	Difference		
<b>Taxes</b>							
Real Estate Taxes - Current	3110	2,500,438	2,509,234	2,509,234	-		
Real Estate Taxes - Prior	3111	-	-	-	-		
Road and Bridge Tax	3120	210,903	271,852	271,839	13		
Municipal Utility Tax	3130	933,035	1,061,760	822,962	238,798	amounts are typical - est did not included ye adjustment	
Amusement Tax	3140	80,187	97,781	77,664	20,117		
Hotel/Motel Tax	3150	84,447	74,394	71,913	2,481		
Auto Rental Tax	3421	-	-	-	-		
Personal Property Tax	3425	11,892	10,804	5,866	4,938		
Local Gas Tax	3151	222,868	220,890	213,970	6,920		
Food & Beverage Tax	3152	731,470	749,754	737,765	11,989		
Cannabis Use Tax	3435	31,111	36,791	34,156	2,635	fund 26	
<b>Total Taxes</b>		<b>4,806,351</b>	<b>5,033,260</b>	<b>4,745,369</b>	<b>287,891</b>		
<b>License, Permits, Fees</b>							
Business Licenses	3210	35,000	73,818	43,745	30,073	did not accept pymt due to new system - will be in FY 25	
Liquor License	3212	80,150	78,200	78,150	50		
Contractor Licenses	3214	18,000	14,460	10,470	3,990		
Court Fines	3216	125,000	120,951	109,547	11,404		
Towing Fees	3217	46,000	61,400	63,000	(1,600)		
Ordinance Fines	3230	16,455	24,368	16,000	8,368		
Building Permits and Fees	3240	35,000	104,337	90,000	14,337		
Telecommunication Taxes	3242	215,160	227,085	213,333	13,752		
Cable T.V. Franchise Fee	3244	420,800	348,122	344,000	4,122		
PEG - Fees - AT&T	3245	-	4,920	3,700	1,220		
NICOR Franchise Fee	3246	33,000	48,426	40,000	8,426		
Public Hearing Fees	3250	2,000	8,930	5,390	3,540		
Elevator Inspections	3255	3,500	5,790	3,500	2,290		
Public Improvement Permit Fee	3260	-	-	-	-		
NSF Check Fee	3261	-	105	-	105		
Engineering/Prof Fee Reimb	3265	99,500	158,963	138,675	20,288		
Legal Fee Reimb.	3266	-	620	-	620		
Police Special Service	3268	99,880	132,777	112,435	20,342		
D.U.I. Technology Fines	3267	3,500	14,553	-	14,553	FUND 23	
Stormwater Management Fees	3270	-	-	-	-		
Dev. Contib./Impact	3275	-	-	-	-		
<b>Total License, Permits, Fees</b>		<b>1,232,945</b>	<b>1,427,825</b>	<b>1,271,945</b>	<b>155,880</b>		
<b>Charges for Services</b>							
Inspections/Tap on/Permits	3320	-	1,225	-	1,225		
<b>Total Charges for Services</b>		<b>-</b>	<b>1,225</b>	<b>-</b>	<b>1,225</b>		
<b>Intergovernmental</b>							
State Income Tax	3410	3,141,595	3,825,609	3,490,617	334,992		
Local Use Tax	3420	782,396	573,378	814,282	(240,904)		
Sales Taxes	3430	7,170,254	7,811,750	7,141,480	670,270		
Video Gaming Revenue	3432	328,136	365,366	343,556	21,810		
<b>Total Intergovernmental</b>		<b>11,422,381</b>	<b>12,576,103</b>	<b>11,789,935</b>	<b>786,168</b>		

1		2	3	4	5	6
City of Darien General Fund Reconciliation For the FYE 4/30/25		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited	FYE 4/30/25 Estimated Actual	Difference	% Difference
<b>Other Revenue</b>						
Interest Income	3510	110,000	265,241	189,000	76,241	FUND 01, 11, 23, 24, 26 & LEASE INTEREST
Gain/Loss on Investment	3515	-	-	-	-	
Water Share Expense	3520	250,000	250,000	250,000	0	
NSF Check Fee	3261	-	-	-	-	
Police Report/Prints	3534	5,000	4,040	2,850	1,190	
Impact Fee Revenue	3570	-	125	-	125	
Grants	3560	-	22,491	19,246	3,245	
Rents	3561	266,315	218,644	228,231	(9,587)	
Reimbursement - Work Comp	3577	-	113,323	90,000	23,323	
Other Reimbursements	3562	50,000	121,662	110,000	11,662	
Other Reimbursements	3562	-	29,065	-	29,065	FUND 26
Reimbursement - Rear Yard	3541	-	18,637	18,600	37	
Residential Concrete Reimb	3563	-	12,336	12,336	-	
Maintenance - Reimbursement	3567	-	-	-	-	
Mail Box Reimbursement Program	3569	-	3,659	1,300	2,359	
Drug Seizures	3537	-	-	-	-	FUND 17
Drug Forfeiture Receipts	3538	-	99	-	99	
E-Citation Fees	3219	-	2,214	-	2,214	FUND 24
Sales of Wood Chips	3572	3,000	3,620	3,620	-	
Sale of Meters	3325	-	-	-	-	
Miscellaneous Revenue	3580	20,000	273,829	4,822	269,007	
Community Events - DBA	3585	-	12,166	-	12,166	
Transfer from Other Funds	3612	-	-	-	-	
Sale of Equipment	3575	5,000	167,350	98,000	69,350	
<b>Total Other Income</b>		<b>709,315</b>	<b>1,518,501</b>	<b>1,028,005</b>	<b>490,496</b>	
<b>Total General Fund Revenue</b>		<b>18,170,992</b>	<b>20,556,914</b>	<b>18,835,254</b>	<b>1,721,660</b>	
<b>Total Revenue per Audit</b>		<b>18,170,992</b>	<b>20,556,914</b>	<b>18,835,254</b>	<b>1,721,660</b>	

1	2	3	4	5	6
City of Darien General Fund Expenditures For the FYE 4/30/25	FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Expenditures	FYE 4/30/25 Estimated Expenditures	Difference	
<b>Administrative Department</b>					
<b>Salaries</b>		-	-	-	
Salaries	4010	407,901	430,599	441,479	10,880
Overtime	4030	-	1,692	60	(1,632)
<b>Total Salaries</b>	<b>407,901</b>	<b>432,291</b>	<b>441,539</b>	<b>9,248</b>	
<b>Benefits</b>					
Social Security	4110	25,290	25,562	27,372	1,810
Medicare	4111	5,915	5,978	6,401	423
I.M.R.F.	4115	28,594	26,402	28,961	2,559
Medical/Life Insurance	4120	78,774	69,136	76,337	7,201
State Unemployment Benefits	4050	-	-	-	-
Supplemental Pensions	4135	4,800	4,984	4,800	(184)
<b>Total Benefits</b>	<b>143,373</b>	<b>132,062</b>	<b>143,871</b>	<b>11,809</b>	
<b>Materials and Supplies</b>					
Dues and Subscriptions	4213	1,715	1,824	2,100	276
Liability Insurance	4219	263,806	251,773	263,806	12,033
Legal Notices	4221	2,200	1,903	2,400	497
Maintenance - Building	4223	-	-	-	-
Maintenance - Equipment	4225	10,110	9,452	9,300	(152)
Maintenance - Vehicles	4229	2,000	1,433	1,600	167
Misc. Expenditures	4232	-	-	-	-
Postage/Mailings	4233	3,350	3,216	2,885	(331)
Printing and Forms	4235	4,500	4,024	4,500	476
Public Relations	4239	121,814	104,275	90,000	(14,275)
Rent - Equipment	4243	3,040	1,638	1,800	162
Supplies - Office	4253	8,000	9,136	8,000	(1,136)
Supplies - Other	4257	500	-	100	100
Training and Education	4263	1,500	-	250	250
Travel/Meetings	4265	550	104	300	196
Telephone	4267	42,200	30,673	30,000	(673)
Utilities (Elec,Gas,Wtr,Sewer)	4271	4,500	3,536	3,000	(536)
Vehicle (Gas and Oil)	4273	1,500	1,883	1,800	(83)
ESDA	4279	-	-	-	-
Cannabis Fund	4232	-	900	-	(900)
<b>Total Materials and Supplies</b>	<b>471,285</b>	<b>425,770</b>	<b>421,841</b>	<b>(3,929)</b>	
<b>Contractual</b>					
Audit	4320	19,000	16,075	18,500	2,425
Consulting/Professional	4325	459,394	428,401	420,000	(8,401)
Conslt/Prof Reimbursable	4328	-	-	-	-
Contingency	4330	10,000	1,267	10,000	8,733
Janitorial Service	4345	25,600	24,424	25,000	576
<b>Total Contractual</b>	<b>513,994</b>	<b>470,167</b>	<b>473,500</b>	<b>3,333</b>	
<b>Other Charges</b>					
Equipment	4815	5,000	-	500	500
<b>Total Other Charges</b>	<b>5,000</b>	<b>-</b>	<b>500</b>	<b>500</b>	
<b>Total Expenditures - Administrative</b>	<b>1,541,553</b>	<b>1,460,290</b>	<b>1,481,251</b>	<b>20,961</b>	

FUND 26

1		2	3	4	5
City of Darien General Fund Expenditures For the FYE 4/30/25		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Expenditures	FYE 4/30/25 Estimated Expenditures	Difference
			-		
City Council Department					
Salaries					
Salaries	4010	42,750	42,750	42,750	-
Total Salaries		42,750	42,750	42,750	-
Benefits					
Social Security	4110	2,651	2,651	2,651	-
Medicare	4111	620	620	620	-
Total Benefits		3,271	3,271	3,271	-
Materials and Supplies					
Boards and Commissions	4205	1,500	568	1,200	632
Cable Operations	4206	6,600	5,195	6,600	1,405
Dues and Subscriptions	4213	26,950	23,181	24,000	819
Liability Insurance	4219	-	-	-	-
Printing and Forms	4235	-	-	-	-
Public Relations	4239	2,300	270	1,000	730
Supplies - Other	4257	-	-	-	-
Training and Education	4263	3,500	-	200	200
Travel/Meetings	4265	50	35	50	15
Total Materials and Supplies		40,900	29,249	33,050	3,801

1	2	3	4	5
City of Darien General Fund Expenditures For the FYE 4/30/25	FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Expenditures	FYE 4/30/25 Estimated Expenditures	Difference
<b>Contractual</b>				
Consulting/Professional	4325	3,000	3,850	2,500 (1,350)
Trolley Contracts	4366	-	-	-
Rear Yard Drainage Proj Reimburse		-	-	-
<b>Total Contractual</b>	<b>3,000</b>	<b>3,850</b>	<b>2,500</b>	<b>(1,350)</b>
<b>Capital Outlay</b>				
Equipment	4815	-	-	-
<b>Total Capital Outlay</b>		-	-	-
<b>Total Expenditures - City Council</b>	<b>89,921</b>	<b>79,120</b>	<b>81,571</b>	<b>2,451</b>
<b>Darien Business Alliance/Community Events</b>				
<b>Salaries</b>				
Salaries	4010	-	23,207	25,000 1,793
Overtime		-	-	-
<b>Total Salaries</b>		-	<b>23,207</b>	<b>25,000 1,793</b>
<b>Benefits</b>				
Social Security	4110	-	1,230	1,500 270
Medicare	4111	-	288	700 412
I.M.R.F.	4115	-	1,333	1,000 (333)
Medical/Life Insurance	4120	-	1,505	3,000 1,495
Supplemental Pensions	4135	-	-	300 300
<b>Total Benefits</b>		-	<b>4,356</b>	<b>6,500 2,144</b>
<b>Materials and Supplies</b>				
Dues and Subscriptions	4213	-	3,284	- (3,284)
Postage & Mailings	4233	-	-	-
Printing and Forms	4235	-	-	-
Public Relations	4239	-	2,184	- (2,184)
Supplies - Office	4253	-	-	-
Supplies - Other	4257	-	-	-
Travel/Meetings	4265	-	24	- (24)
<b>Total Materials and Supplies</b>		-	<b>5,492</b>	<b>- (5,492)</b>
<b>Contractual</b>				
Consulting/Professional	4325	-	-	-
Constl/Prof Reimbursable	4328	-	-	-
<b>Total Contractual</b>		-	-	-
<b>Capital Outlay</b>				
Equipment	4815	-	-	-
<b>Total Capital Outlay</b>		-	-	-
<b>Total Expenditures - DBA/Community Affairs</b>		-	<b>33,055</b>	<b>31,500 (1,555)</b>

COMBINED WITH COM DEV EXP IN AUDIT

1	2	3	4	5	6
City of Darien General Fund Expenditures For the FYE 4/30/25	FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Expenditures	FYE 4/30/25 Estimated Expenditures	Difference	
<b>Community Development Department</b>					
<b>Salaries</b>					
Salaries	4010	364,730	343,255	312,964	(30,291)
Overtime		1,000	-	1,000	1,000
<b>Total Salaries</b>		<b>365,730</b>	<b>343,255</b>	<b>313,964</b>	<b>(29,291)</b>
<b>Benefits</b>					
Social Security	4110	22,005	19,848	21,742	1,894
Medicare	4111	5,289	4,880	5,385	505
I.M.R.F.	4115	12,252	9,169	11,616	2,447
Medical/Life Insurance	4120	37,576	28,670	33,969	5,299
Supplemental Pensions	4135	2,400	1,385	2,400	1,015
<b>Total Benefits</b>		<b>79,522</b>	<b>63,952</b>	<b>75,112</b>	<b>11,160</b>
<b>Materials and Supplies</b>					
Boards and Commissions	4205	1,200	1,938	2,000	62
Dues and Subscriptions	4213	2,500	-	500	500
Liability Insurance	4219	23,000	32,669	14,000	(18,669)
Maintenance - Vehicles	4229	500	28	500	472
Miscellaneous Expenditures	4232	-	-	-	-
Postage & Mailings	4233	650	225	450	225
Printing and Forms	4235	565	-	500	500
Economic Incentive	4240	429,000	424,379	424,000	(379)
Supplies - Office	4253	500	976	500	(476)
Training and Education	4263	500	1,878	2,000	122
Travel/Meetings	4265	200	-	100	100
Vehicle (Gas and Oil)	4273	1,200	1,259	750	(509)
<b>Total Materials and Supplies</b>		<b>459,815</b>	<b>463,352</b>	<b>445,300</b>	<b>(18,052)</b>
<b>Contractual</b>					
Bad Debt Expense	4300	-	-	-	-
Consulting/Professional	4325	170,124	229,043	172,000	(57,043)
Conslt/Prof Reimbursable	4328	99,000	86,814	68,000	(18,814)
<b>Total Contractual</b>		<b>269,124</b>	<b>315,857</b>	<b>240,000</b>	<b>(75,857)</b>
<b>Capital Outlay</b>					
Equipment	4815	-	-	-	-
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - Community Development</b>		<b>1,174,191</b>	<b>1,186,416</b>	<b>1,074,376</b>	<b>(112,040)</b>



1	2	3	4	5	
City of Darien General Fund Expenditures For the FYE 4/30/25		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Expenditures	FYE 4/30/25 Estimated Expenditures	Difference
Streets Department					
Salaries					
Salaries	4010	886,677	916,756	937,319	20,563
Overtime	4030	102,500	56,456	80,238	23,782
Total Salaries		989,177	973,212	1,017,557	44,345
Benefits					
Social Security	4110	61,515	58,084	58,114	30
Medicare	4111	14,386	13,628	13,591	(37)
I.M.R.F.	4115	68,088	51,120	55,583	4,463
Unemployment	4050	-	-	-	-
Medical/Life Insurance	4120	184,751	146,143	176,137	29,994
Supplemental Pensions	4135	2,400	2,492	2,400	(92)
Total Benefits		331,140	271,467	305,825	34,358
Materials and Supplies					
Liability Insurance	4219	41,017	31,484	32,000	516
Maintenance - Building	4223	304,562	327,645	180,000	(147,645)
Maintenance - Equipment	4225	41,050	39,355	38,300	(1,055)
Maintenance - Vehicles	4229	110,000	79,166	110,000	30,834
Postage/Mailings	4233	750	170	500	330
Rent - Equipment	4243	21,000	9,476	10,500	1,024
Supplies - Office	4253	2,353	3,324	2,500	(824)
Supplies - Operations	4255	-	-	-	-
Supplies - Other	4257	282,165	259,152	240,000	(19,152)
Small Tools & Equipment	4259	22,550	16,279	18,000	1,721
Training and Education	4263	29,900	4,382	7,150	2,768
Travel	4265	-	-	-	-
Telephone	4267	-	-	-	-
Uniforms	4269	16,346	13,384	16,346	2,962
Utilities (Elec,Gas,Wtr,Sewer)	4271	26,400	20,608	25,000	4,392
Vehicle (Gas and Oil)	4273	96,790	61,399	74,000	12,601
Total Materials and Supplies		994,883	865,824	754,296	(111,528)

1		2		3		4		5	
City of Darien General Fund Expenditures For the FYE 4/30/25		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Expenditures	FYE 4/30/25 Estimated Expenditures	Difference				
Contractual									
Bad Debt Expense	4300	-	-	-	-				
Consulting/Professional	4325	105,865	62,823	55,000	(7,823)				
Consulting/Professional Reimb	4328	-	-	-	-				
Contingency	4330	-	-	-	-				
Janitorial Service	4345	1,550	-	3,500	3,500				
Forestry	4350	243,845	167,682	280,000	112,318				
Street Light Oper & Maint.	4359	98,500	40,691	50,000	9,309				
Residential Concrete Program	4381	-	7,868	8,000	132				
Mosquito Abatement	4365	42,500	39,900	42,500	2,600				
Street Sweeping	4373	46,793	20,148	44,000	23,852				
Drainage Projects	4374	213,491	80,567	95,000	14,433				
Tree Trim/Removal	4375	358,138	263,400	211,000	(52,400)				
Total Contractual		1,110,682	683,079	789,000	105,921				
Capital Outlay									
Rear Yard Drain Proj-Reimb	4378	-	-	-	-				
Residential Concrete Program	4381	-	-	-	-				
Capital Improvements	4810	-	-	-	-				
Equipment	4815	1,563,498	935,167	905,000	(30,167)				
Debt Retire	4905	-	-	-	-				
Total Capital Outlay		1,563,498	935,167	905,000	(30,167)				
Total Expenditures - Streets		4,989,380	3,728,749	3,771,678	42,929				
Police Department									
Salaries									
Salaries	4010	526,264	505,476	528,297	22,821				
Salaries - Officers	4020	4,619,476	4,420,047	4,370,963	(49,084)				
Overtime	4030	489,698	555,494	566,037	10,543				
Total Salaries		5,635,438	5,481,017	5,465,297	(15,720)				
Benefits									
Social Security	4110	32,628	30,575	32,788	2,213				
Medicare	4111	81,714	75,682	81,968	6,286				
I.M.R.F.	4115	34,379	28,893	28,975	82				
State Unemployment Insurance	4050	-	-	-	-				
Medical/Life Insurance	4120	574,588	406,950	447,714	40,764				
Police Pension	4130	2,589,935	2,587,371	2,589,935	2,564				

1		2		3		4		5	
City of Darien General Fund Expenditures For the FYE 4/30/25			FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Expenditures	FYE 4/30/25 Estimated Expenditures	Difference			
Supplemental Pensions	4135		44,400	46,196	42,444	(3,752)			
Total Benefits			3,357,644	3,175,667	3,223,824	48,157			
Materials and Supplies									
Animal Control	4201		1,200	1,405	1,545	140			
Auxiliary Police	4203		2,000	162	662	500			
Boards and Commissions	4205		10,250	7,739	12,939	5,200			
Dues and Subscriptions	4213		2,950	2,509	2,554	45			
Investigation and Equipment	4217		82,405	44,462	58,195	13,733			
Liability Insurance	4219		93,000	40,952	31,089	(9,863)			
Maintenance - Building	4223		-	-	-	-			
Maintenance - Equipment	4225		27,050	25,682	27,102	1,420			
Maintenance - Vehicles	4229		65,500	23,210	49,221	26,011			
Postage/Mailings	4233		3,500	1,210	2,297	1,087			
Printing and Forms	4235		1,500	440	1,440	1,000			
Public Relations	4239		5,000	6,020	5,010	(1,010)			
Rent - Equipment	4243		5,800	600	4,600	4,000			
Supplies - Office	4253		7,000	6,216	7,547	1,331			
Supplies - Other	4257		-	-	-	-			
Training and Education	4263		47,415	45,515	50,954	5,439			
Travel/Meetings	4265		24,175	9,767	15,933	6,166			
Telephone	4267		17,000	16,664	21,446	4,782			
Uniforms	4269		64,400	58,740	60,993	2,253			
Utilities (Elec,Gas,Wtr,Sewer)	4271		18,000	10,355	13,169	2,814			
Vehicle (Gas and Oil)	4273		90,000	88,751	81,699	(7,052)			
Total Materials and Supplies			568,145	390,399	448,395	57,996			
Contractual									
Bad Debt Expense	4400		-	5,572	-	(5,572)			
Consulting/Professional	4325		594,400	556,825	573,680	16,855			
Contractual Services	4335		-	-	-	-			
Dumeg/Fiat/Child Center	4337		27,700	27,680	27,680	-			
Total Contractual			622,100	590,077	601,360	11,283			
Capital Outlay									
Equipment	4815		875,000	862,362	830,000	(32,362)			
Total Capital Outlay			875,000	862,362	830,000	363			
Interest									
Interest	4244		-	-	-	-			
Total Interest			-	-	-	-			
Total Expenditures - Police			11,058,327	10,499,522	10,568,876	69,354			
Debt Service									
Principal	4906		-	-	-	-			
Total Debt Service			-	-	-	-			
Reduction in expenditures for Water Share				250,000		(250,000)			
Total General Fund Expenditures			18,853,372	16,737,152	16,977,752	(226,345)			

1		2	3	4	5
City of Darien Water Fund Reconciliation For the FYE 4/30/25		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited	FYE 4/30/25 Estimated Actual	Difference
Beginning Cash Balance		2,907,966	3,725,963	3,725,963	-
Total Revenue		8,289,447	8,101,903	7,910,908	190,995
Total Expenses		9,205,266	9,046,182	8,512,023	534,159
Ending Cash Balance		1,992,147	2,781,684	3,124,848	(343,164)
		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Revenue	FYE 4/30/25 Estimated Revenue	Difference
<b>Charges for Services</b>					
Water Sales	3310	7,686,875	7,789,620	7,659,254	130,366
Inspections/Tap on/Permits	3320	5,000	15,875	11,850	4,025
Front Footage Fees	3322	-	-	-	-
Sale of Meters	3325	1,000	3,528	2,573	955
Other Water Sales	3390	1,000	21,824	17,833	3,991
<b>Total Charges for Services</b>		<b>7,693,875</b>	<b>7,830,847</b>	<b>7,691,510</b>	<b>139,337</b>
<b>Other Revenue</b>					
Interest Income	3510	40,000	149,731	140,000	9,731
Other Reimbursements	3562	-	-	-	-
Misc Revenue	3580	555,572	121,325	79,398	41,927
<b>Total Other Revenue</b>		<b>595,572</b>	<b>271,056</b>	<b>219,398</b>	<b>51,658</b>
<b>Total Water Fund Revenue</b>		<b>8,289,447</b>	<b>8,101,903</b>	<b>7,910,908</b>	<b>190,995</b>
		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Expenditures	FYE 4/30/25 Estimated Expenditures	Difference
<b>Water Department</b>					
<b>Salaries</b>					
Salaries	4010	772,682	713,092	711,752	(1,340)
Overtime	4030	92,500	163,699	150,000	(13,699)
<b>Total Salaries</b>		<b>865,182</b>	<b>876,791</b>	<b>861,752</b>	<b>(15,039)</b>
<b>Benefits</b>					
Social Security	4110	53,641	52,156	53,429	1,273
Medicare	4111	12,545	12,292	12,495	203
I.M.R.F.	4115	62,691	55,319	56,531	1,212
Chang in I.M.R.F. Pension & OPEB	4116 & 4117	-	39,469	-	(39,469)
Medical/Life Insurance	4120	141,506	83,560	91,032	7,472
Supplemental Pensions	4135	2,400	2,492	2,400	(92)
<b>Total Benefits</b>		<b>272,783</b>	<b>245,288</b>	<b>215,887</b>	<b>(29,401)</b>

INCLUDED DEPRECIATION

3,725,963.00

1	2	3	4	5	6
<b>Materials and Supplies</b>					
Liability Insurance	4219	217,310	201,144	209,945	8,801
Maintenance - Building	4223	261,775	104,492	160,000	55,508
Maintenance - Equipment	4225	10,800	5,220	8,000	2,780
Maintenance - Vehicles	4229	17,000	8,976	10,000	1,024
Maintenance - Water System	4231	305,650	349,351	260,000	(89,351)
Postage/Mailings	4233	1,400	381	1,000	619
Printing and Forms	4235	-	-	-	-
Quality Control	4241	29,850	16,699	10,000	(6,699)
Rent - Equipment	4243	-	-	-	-
Water Charge	4251	250,000	250,000	250,000	-
Supplies - Office	4253	1,600	884	1,100	216
Supplies - Operation	4255	4,500	2,361	4,000	1,639
Training and Education	4263	21,150	2,666	4,000	1,334
Telephone	4267	17,066	11,925	13,600	1,675
Uniforms	4269	11,100	8,867	11,000	2,133
Utilities (Elec,Gas,Wtr,Sewer)	4271	42,000	63,267	38,000	(25,267)
Vehicle (Gas and Oil)	4273	24,055	31,296	26,000	(5,296)
<b>Total Materials and Supplies</b>		<b>1,215,256</b>	<b>1,057,529</b>	<b>1,006,645</b>	<b>(50,884)</b>
<b>Contractual</b>					
Audit	4320	13,500	13,500	13,250	(250)
Consulting/Professional	4325	14,950	14,803	13,000	(1,803)
Leak Detection	4326	19,800	-	2,800	2,800
Data Processing	4336	162,837	166,967	162,837	(4,130)
DuPage Water Commission	4340	5,435,049	4,922,682	5,027,452	104,770
Janitorial Service	4345	8,050	6,380	7,000	620
Forestry	4350	4,534	3,473	2,500	(973)
<b>Total Contractual</b>		<b>5,658,720</b>	<b>5,127,805</b>	<b>5,228,839</b>	<b>101,034</b>
<b>Other Charges</b>					
Transfer to Other Funds	4605	-	-	-	-
Depreciation	4620	-	576,962	-	(576,962)
<b>Total Other Charges</b>		<b>-</b>	<b>576,962</b>	<b>-</b>	<b>(576,962)</b>
<b>Capital Outlay</b>					
Equipment	4815	493,500	472,468	500,000	27,532
Street Reconstruction	4855	-	-	-	-
Water Meter Purchases	4880	5,000	-	5,000	5,000
Pumping Station	4940	-	-	-	-
<b>Total Capital Outlay</b>		<b>498,500</b>	<b>472,468</b>	<b>505,000</b>	<b>32,532</b>
<b>Debt Service</b>					
Debt Retire	4905	694,825	689,339	693,900	4,561
Debt Retire-Water Refunding	4950	-	-	-	-

projects started early

1		2	3	4	5
Purchases	5600	-	-	-	-
Total Debt Service		694,825	689,339	693,900	4,561
Total Expenditures - Water		9,205,266	9,046,182	8,512,023	(534,159)

6

1		2		3		4		5	
City of Darien MFT Fund Reconciliation For the FYE 4/30/25		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited	FYE 4/30/25 Estimated Actual	Difference				
Beginning Fund Balance		1,581,049	1,687,007	1,687,007	-				
Total Revenue		880,429	1,029,333	954,462	74,871				
Total Expenses		2,358,739	2,116,385	2,288,720	(172,335)				
Ending Fund Balance		102,739	599,955	352,749	247,206				
		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Revenue	FYE 4/30/25 Estimated Revenue	Difference				
Intergovernmental									
Motor Fuel Tax	3440	858,429	994,867	924,462	70,405				
Total Intergovernmental		858,429	994,867	924,462	70,405				
Other Revenue									
Interest Income	3510	22,000	34,466	30,000	4,466				
Grants	3560	-	-	-	-				
Miscellaneous Revenue	3580	-	-	-	-				
Total Other Revenue		22,000	34,466	30,000	4,466				
Total MFT Fund Revenue		880,429	1,029,333	954,462	74,871				
		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited Revenue	FYE 4/30/25 Estimated Revenue	Difference				
MFT Expenditures									
Salaries									
Salaries	4010	267,807	276,030	276,030	-				
Overtime	4030	-	21,949	21,949	-				
Total Salaries		267,807	297,979	297,979	-				
Benefits									
Social Security	4110	18,044	18,475	18,475	-				
Medicare	4111	4,220	4,321	4,321	-				
I.M.R.F.	4115	20,401	16,851	16,851	-				
Total Benefits		42,665	39,647	39,647	-				
Materials and Supplies									
Road Material	4245	152,000	112,144	262,580	150,436				
Salt	4249	122,767	82,684	117,014	34,330				
Supplies - Other	4257	18,500	20,037	18,500	(1,537)				
Pavement Striping	4261	16,000	-	17,000	17,000				
Consulting/Professional	4325	-	-	-	-				
Tree Trim/Removal	4375	19,000	1,710	19,000	17,290				
Street Lights	4840	20,000	26,924	17,000	(9,924)				
Street Maintenance	4855	1,700,000	1,535,260	1,500,000	(35,260)				
Total Materials and Supplies		2,048,267	1,778,759	1,951,094	172,335				
Total Expenditures - MFT		2,358,739	2,116,385	2,288,720	(172,335)				

mft actual salarie  
mft actual salarie

mft actual salarie  
mft actual salarie  
mft actual salarie

1

2

3

4

5

6

<b>City of Darien Capital Projects Fund Reconciliation For the FYE 4/30/25</b>		<b>FYE 4/30/25 Original Budget</b>	<b>FYE 4/30/25 Audited</b>	<b>FYE 4/30/25 Estimated Actual</b>	<b>Difference</b>
<b>Beginning Fund Balance</b>		16,429,854	15,521,454	15,521,454	-
<b>Total Revenue</b>		2,300,000	4,340,235	4,330,000	10,235
<b>Total Expenses</b>		2,693,686	841,759	788,986	52,773
<b>Ending Fund Balance</b>		16,036,168	19,019,930	19,062,468	(42,538)
		<b>FYE 4/30/25 Original Budget</b>	<b>FYE 4/30/25 Audited Revenue</b>	<b>FYE 4/30/25 Estimated Revenue</b>	<b>Difference</b>
<b>Taxes</b>					
Real Estate Taxes	3110	-	-	-	-
<b>Total Intergovernmental</b>		-	-	-	-
<b>Other Revenue</b>					
Interest Income	3510	550,000	840,235	800,000	40,235
Reimbursement-Street Recon.	3550	-	-	-	-
Bond Issued, At Par	3559	-	-	-	-
Residential Conc. Reimb	3563	-	-	-	-
Sale of Property	3900	-	-	-	-
Transfer from Other Funds	3612	1,500,000	3,500,000	3,500,000	-
Grants	3560	250,000	-	30,000	(30,000)
Other Reimbursements	3562	-	-	-	-
Misc Reimbursable	3568	-	-	-	-
Misc Revenue	3580	-	-	-	-
<b>Total Other Revenue</b>		<b>2,300,000</b>	<b>4,340,235</b>	<b>4,330,000</b>	<b>10,235</b>
<b>Total Capital Projects Fund Revenue</b>		<b>2,300,000</b>	<b>4,340,235</b>	<b>4,330,000</b>	<b>10,235</b>
		<b>FYE 4/30/25 Original Budget</b>	<b>FYE 4/30/25 Audited Expenditures</b>	<b>FYE 4/30/25 Estimated Expenditures</b>	<b>Difference</b>
<b>Capital Projects Expenditures</b>					
<b>Contractual</b>					
Consulting/Professional	4325	47,500	31,642	48,000	16,358
Consulting/Prof Reimb	4328	-	-	-	-
<b>Total Contractual</b>		<b>47,500</b>	<b>31,642</b>	<b>48,000</b>	<b>16,358</b>
<b>Capital Outlay</b>					
Miscellaneous Expense	4232	-	-	-	-

see GF

upcoming road program



1		2	3	4	5	6
City of Darien Capital Projects Fund Reconciliation For the FYE 4/30/25		FYE 4/30/25 Original Budget	FYE 4/30/25 Audited	FYE 4/30/25 Estimated Actual	Difference	
Maintenance-Vehicles	4229	-	-	-	-	
Ditch Projects	4376	198,519	223,999	180,119	(43,880)	current year ditch project
Sidewalk Replacement	4380	623,600	525,978	500,867	(25,111)	started ADA sidewalks early
Crack Seal Program	4382	-	-	-	-	
Curb & Gutter Replacement	4383	851,400	22,579	30,000	7,421	started project early
Capital Improvements-Infrast.	4390	772,667	37,561	30,000	(7,561)	see 4815
Economic Incentive	4400	-	-	-	-	
Capital Improvements	4810	-	-	-	-	
Equipment	4815	-	-	-	-	
Street Recon/Rehab-Reimb	4856	200,000	-	-	-	
Street Reconstruction/Rehab	4855	-	-	-	-	
<b>Total Capital Outlay</b>		<b>2,646,186</b>	<b>810,117</b>	<b>740,986</b>	<b>(69,131)</b>	
<b>Debt Service</b>						
Debt Issuance costs	4900	-	-	-	-	
Debt Retire	4905	-	-	-	-	
Debt Retire - Property	4945	-	-	-	-	
<b>Total Debt Service</b>		-	-	-	-	
<b>Total Expenditures - Capital Projects</b>		<b>2,693,686</b>	<b>841,759</b>	<b>788,986</b>	<b>(52,773)</b>	

**City of Darien**  
**Minutes of the Administrative/Finance Committee**  
**August 4, 2025**

---

Aldерwoman Sullivan called the meeting to order at 6:00 pm. Committee members Leganski and Schauer (left for another committee meeting at 6:35pm) were present. Also in attendance was Administrator Bryon Vana, and Mayor Marchese.

**Approval of an ordinance authorizing the disposal of surplus property**

Staff presented a list of items no longer needed and requested the Council authorizing disposal of the items. The committee unanimously recommended approval of the ordinance.

**Review results of 2025 Communications Survey**

The committee reviewed the recent resident communications survey included in Direct Connect. The discussion focused on improvements to Direct Connect including layout, length of articles, prioritizing the information and order of the articles.

**An ordinance establishing a tax of five percent (5%) upon the gross rental charge for the rental or leasing of any individual self-storage space in the City of Darien**

Staff advised during the 2025-26 budget meetings, staff would be reviewing current general fund revenues. One new revenue for the Administrative/Finance Committee to discuss is establishing a tax on the rental of spaces within self-service storage facilities at a rate of 5% of the gross rental charges imposed for the use or rental of the space. Darien currently has two self-storage facilities. Since we do not have information of the local facilities gross income, there are no preliminary revenue estimates available. As a comparison, Willowbrook has four facilities and generates approximately \$270,000 annually. The committee unanimously approved to recommend the rental facility tax.

**Minutes – May 5, 2025** - The committee unanimously approved the minutes.

**Other Business**

Administrator Vana updated the committee on the revenue from Darien Dash and the Memorial Day carnival.

**Adjournment** - The meeting adjourned at 6:42 p.m.

Approved:

Mary Sullivan, Chairwoman \_\_\_\_\_

Ted Schauer, Member \_\_\_\_\_

Gerry Leganski, Member \_\_\_\_\_