

**AGENDA  
CITY OF ST. CHARLES  
GOVERNMENT OPERATIONS COMMITTEE  
ALD. JIM MARTIN, CHAIR**

**MONDAY, JULY 16, 2012  
IMMEDIATELY FOLLOWING CITY COUNCIL MEETING  
CITY COUNCIL CHAMBERS  
2 E. MAIN ST.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Omnibus Vote**  
Budget Revisions – June 2012
- 4. Finance Department**
  - a. Presentation of St. Charles Mental Health Board agencies:
    - i. Association Individual Development
    - ii. Ecker Center for Mental Health
    - iii. Fox Valley Volunteer Hospice
    - iv. Lazarus House
    - v. Renz Addiction Counseling Center
    - vi. Tri City Family Servicesand recommend approval of the St. Charles 708 Mental Health Board funding allocation for FY12/13 in the amount of \$588,100.
  - b. Monthly Update regarding City's Financial Results for April 2012 – Information Only.
- 5. Additional Items**
- 6. Adjournment**

# Budget Journal Edit Listing

FB240 Date 07/02/12  
Time 17:28

Company 1000 - City of St. Charles  
Budget Journal Edit Listing  
For Fiscal Year 2013  
Budget 100 FY 12/13 Revised Budget

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Journal Entry N 11 Roll Forward Budget P/Y PO's Adjustment Code RFE Roll Forward of Budget for Enc Active  
Status History Operator CI\jher

Line	Co	Bud	Prd	Account	SC	Debit	Credit
1	1000	100	1	100110	54150-0000 FB	10,000.00	
				Consulting Services	Desc: R/F PO 70682-1 TO F/Y 12/13		
2	1000	100	1	100200	51300-0000 FB	1,705.25	
				Registration and Fees	Desc: R/F PO 71620-1 TO F/Y 12/13		
3	1000	100	1	100200	51600-0000 FB	32.28	
				Uniforms	Desc: R/F PO 71789-1 TO F/Y 12/13		
4	1000	100	1	100200	51600-0000 FB	32.28	
				Uniforms	Desc: R/F PO 71789-2 TO F/Y 12/13		
5	1000	100	1	100200	51600-0000 FB	68.20	
				Uniforms	Desc: R/F PO 71789-3 TO F/Y 12/13		
6	1000	100	1	100200	51600-0000 FB	68.20	
				Uniforms	Desc: R/F PO 71789-4 TO F/Y 12/13		
7	1000	100	1	100200	54256-0000 FB	4,950.00	
				IT Consulting Services	Desc: R/F PO 70864-1 TO F/Y 12/13		
8	1000	100	1	100200	54256-0000 FB	3,500.00	
				IT Consulting Services	Desc: R/F PO 71758-1 TO F/Y 12/13		
9	1000	100	1	100200	54399-0000 FB	2,127.00	
				Other Contracted Services	Desc: R/F PO 71695-1 TO F/Y 12/13		
10	1000	100	1	100200	54399-0000 FB	725.00	
				Other Contracted Services	Desc: R/F PO 71695-2 TO F/Y 12/13		
11	1000	100	1	100221	52000-0000 FB	4.56	
				Office Supplies	Desc: R/F PO 71553-1 TO F/Y 12/13		
12	1000	100	1	100221	52000-0000 FB	5.34	
				Office Supplies	Desc: R/F PO 71553-2 TO F/Y 12/13		
13	1000	100	1	100221	52000-0000 FB	11.34	
				Office Supplies	Desc: R/F PO 71553-3 TO F/Y 12/13		
14	1000	100	1	100221	52000-0000 FB	3.00	
				Office Supplies	Desc: R/F PO 71553-4 TO F/Y 12/13		
15	1000	100	1	100221	52000-0000 FB	26.66	
				Office Supplies	Desc: R/F PO 71553-5 TO F/Y 12/13		
16	1000	100	1	100221	52000-0000 FB	95.92	
				Office Supplies	Desc: R/F PO 71553-6 TO F/Y 12/13		
17	1000	100	1	100221	52000-0000 FB	40.54	
				Office Supplies	Desc: R/F PO 71553-7 TO F/Y 12/13		

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Status History Operator CI\jherr

line	Co	Bud	Prd	Account	SC	Debit	Credit
18	1000	100	1	100221	52000-0000 FB Desc: R/F PO 71553-8 TO F/Y 12/13	28.60	
				Office Supplies			
19	1000	100	1	100221	52000-0000 FB Desc: R/F PO 71553-9 TO F/Y 12/13	46.44	
				Office Supplies			
20	1000	100	1	100300	51600-0000 FB Desc: R/F PO 67121-1 TO F/Y 12/13	1,446.41	
				Uniforms			
21	1000	100	1	100300	51600-0000 FB Desc: R/F PO 67125-1 TO F/Y 12/13	204.00	
				Uniforms			
22	1000	100	1	100300	51600-0000 FB Desc: R/F PO 67135-5 TO F/Y 12/13	1,465.70	
				Uniforms			
23	1000	100	1	100300	52901-0000 FB Desc: R/F PO 71617-1 TO F/Y 12/13	32.71	
				Police Supplies			
24	1000	100	1	100300	52901-0000 FB Desc: R/F PO 71617-2 TO F/Y 12/13	22.49	
				Police Supplies			
25	1000	100	1	100300	52901-0000 FB Desc: R/F PO 71617-3 TO F/Y 12/13	22.49	
				Police Supplies			
26	1000	100	1	100300	52902-0000 FB Desc: R/F PO 71000-2 TO F/Y 12/13	603.18	
				Crime Lab Supplies			
27	1000	100	1	100300	52902-0000 FB Desc: R/F PO 71000-3 TO F/Y 12/13	44.95	
				Crime Lab Supplies			
28	1000	100	1	100300	52902-0000 FB Desc: R/F PO 71000-4 TO F/Y 12/13	50.00	
				Crime Lab Supplies			
29	1000	100	1	100300	54399-0000 FB Desc: R/F PO 67126-1 TO F/Y 12/13	1,800.00	
				Other Contracted Services			
30	1000	100	1	100300	56099-0000 FB Desc: R/F PO 67671-1 TO F/Y 12/13	4,682.53	
				Other Equipment			
31	1000	100	1	100301	52900-0000 FB Desc: R/F PO 68621-2 TO F/Y 12/13	3,180.00	
				Ammunition			
32	1000	100	1	100301	52901-0000 FB Desc: R/F PO 67135-6 TO F/Y 12/13	32.45	
				Police Supplies			
33	1000	100	1	100400	51300-0000 FB Desc: R/F PO 68343-1 TO F/Y 12/13	800.00	
				Registration and Fees			

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Line	Co	Bud	Prd	Account	SC	Debit	Credit
34	1000	100	1	100400	54250-0000 FB Desc: R/F PO 71711-1 TO F/Y 12/13	300.00	
35	1000	100	1	100400	54250-0000 FB Desc: R/F PO 71711-2 TO F/Y 12/13	1,500.00	
36	1000	100	1	100401	52305-0000 FB Desc: R/F PO 71695-1 TO F/Y 12/13	2,127.00	
37	1000	100	1	100401	52305-0000 FB Desc: R/F PO 71695-2 TO F/Y 12/13	725.00	
38	1000	100	1	100401	56002-0000 FB Desc: R/F PO 71070-1 TO F/Y 12/13	9,995.00	
39	1000	100	1	100401	56099-0000 FB Desc: R/F PO 71221-2 TO F/Y 12/13	285.00	
40	1000	100	1	100401	56099-0000 FB Desc: R/F PO 71221-3 TO F/Y 12/13	65.00	
41	1000	100	1	100401	56099-0000 FB Desc: R/F PO 71221-4 TO F/Y 12/13	74.00	
42	1000	100	1	100401	56099-0000 FB Desc: R/F PO 71221-5 TO F/Y 12/13	114.00	
43	1000	100	1	100501	54160-0000 FB Desc: R/F PO 71613-1 TO F/Y 12/13	5,327.00	
44	1000	100	1	100501	54160-0000 FB Desc: R/F PO 71615-1 TO F/Y 12/13	12,622.24	
45	1000	100	1	100501	54467-0000 FB Desc: R/F PO 61598-1 TO F/Y 12/13	1,297.25	
46	1000	100	1	100501	54467-0000 FB Desc: R/F PO 67874-1 TO F/Y 12/13	12,159.95	
47	1000	100	1	100501	54467-0000 FB Desc: R/F PO 68217-1 TO F/Y 12/13	465.60	
48	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-1 TO F/Y 12/13	17.38	
49	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-2 TO F/Y 12/13	51.30	
50	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-3 TO F/Y 12/13	52.30	



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Line	Co	Bud	Prd	Account	SC	Debit	Credit
51	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-4 TO F/Y 12/13	26.28	
				Uniforms			
52	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-5 TO F/Y 12/13	90.70	
				Uniforms			
53	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-6 TO F/Y 12/13	16.14	
				Uniforms			
54	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-7 TO F/Y 12/13	46.02	
				Uniforms			
55	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-8 TO F/Y 12/13	36.80	
				Uniforms			
56	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-9 TO F/Y 12/13	89.00	
				Uniforms			
57	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-10 TO F/Y 12/13	47.60	
				Uniforms			
58	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-11 TO F/Y 12/13	45.10	
				Uniforms			
59	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-12 TO F/Y 12/13	10.50	
				Uniforms			
60	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-13 TO F/Y 12/13	10.50	
				Uniforms			
61	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71323-14 TO F/Y 12/13	10.50	
				Uniforms			
62	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71680-1 TO F/Y 12/13	20.15	
				Uniforms			
63	1000	100	1	100510	51600-0000 FB Desc: R/F PO 71680-2 TO F/Y 12/13	20.15	
				Uniforms			
64	1000	100	1	100510	52310-0000 FB Desc: R/F PO 71552-1 TO F/Y 12/13	34.99	
				Small Tools and Equipment			
65	1000	100	1	100510	54459-0000 FB Desc: R/F PO 71079-1 TO F/Y 12/13	55,000.00	
				Repair & Maint - Storm Sewer			
66	1000	100	1	100510	54459-0000 FB Desc: R/F PO 71686-1 TO F/Y 12/13	504.70	
				Repair & Maint - Storm Sewer			

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Line	Co	Bud	Prd	Account	SC	Debit	Credit
67	1000	100	1	100511 Landscaping/Planter Supplies	52804-0000 FB Desc: R/F PO 71234-1 TO F/Y 12/13	958.00	
68	1000	100	1	100511 Landscaping/Planter Supplies	52804-0000 FB Desc: R/F PO 71234-2 TO F/Y 12/13	1,200.00	
69	1000	100	1	100511 Landscaping/Planter Supplies	52804-0000 FB Desc: R/F PO 71250-1 TO F/Y 12/13	1,200.00	
70	1000	100	1	100511 Landscaping/Planter Supplies	52804-0000 FB Desc: R/F PO 71253-1 TO F/Y 12/13	1,590.00	
71	1000	100	1	100511 Landscaping/Planter Supplies	52804-0000 FB Desc: R/F PO 71253-2 TO F/Y 12/13	1,975.00	
72	1000	100	1	100511 Repair & Maint - Fire Facilities	54468-0000 FB Desc: R/F PO 71595-1 TO F/Y 12/13	5,125.00	
73	1000	100	1	100600 Other Equipment	56099-0000 FB Desc: R/F PO 67616-1 TO F/Y 12/13	20,189.48	
74	1000	100	1	100604 Engineering Services	54160-0000 FB Desc: R/F PO 62629-1 TO F/Y 12/13	7,972.66	
75	1000	100	1	100604 Engineering Services	54160-0000 FB Desc: R/F PO 63546-1 TO F/Y 12/13	1,728.00	
76	1000	100	1	100604 Engineering Services	54160-0000 FB Desc: R/F PO 65908-1 TO F/Y 12/13	1,371.45	
77	1000	100	1	100604 Engineering Services	54160-0000 FB Desc: R/F PO 71160-1 TO F/Y 12/13	2,348.97	
78	1000	100	1	100604 Engineering Services	54160-0000 FB Desc: R/F PO 71162-1 TO F/Y 12/13	2,757.50	
79	1000	100	1	100650 Consulting Services	54150-0000 FB Desc: R/F PO 71618-1 TO F/Y 12/13	9,250.00	
80	1000	100	1	100900 Budget Roll Forward	31198-0000 FB Desc: R/F PRIOR YEAR PO'S	198,710.73	
81	1000	100	1	200520 Registration and Fees	51300-0000 FB Desc: R/F PO 70598-1 TO F/Y 12/13	100.00	
82	1000	100	1	200520 Registration and Fees	51300-0000 FB Desc: R/F PO 70598-2 TO F/Y 12/13	100.00	
83	1000	100	1	200520 Registration and Fees	51300-0000 FB Desc: R/F PO 71217-1 TO F/Y 12/13	7,700.00	

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Line	Co	Bud	Prd	Account	SC	Debit	Credit
84	1000	100	1	200520 Other Professional Services	54189-0000 FB Desc: R/F PO 71215-2 TO F/Y 12/13	38,500.00	
85	1000	100	1	200520 Other Professional Services	54189-0000 FB Desc: R/F PO 71691-1 TO F/Y 12/13	1,300.00	
86	1000	100	1	200521 Uniforms	51600-0000 FB Desc: R/F PO 71627-1 TO F/Y 12/13	120.90	
87	1000	100	1	200521 Safety Supplies	52305-0000 FB Desc: R/F PO 71444-1 TO F/Y 12/13	180.75	
88	1000	100	1	200521 Safety Supplies	52305-0000 FB Desc: R/F PO 71444-2 TO F/Y 12/13	688.13	
89	1000	100	1	200521 Safety Supplies	52305-0000 FB Desc: R/F PO 71444-3 TO F/Y 12/13	764.40	
90	1000	100	1	200521 Safety Supplies	52305-0000 FB Desc: R/F PO 71444-4 TO F/Y 12/13	12.00	
91	1000	100	1	200521 Safety Supplies	52305-0000 FB Desc: R/F PO 71444-5 TO F/Y 12/13	235.50	
92	1000	100	1	200521 Safety Supplies	52305-0000 FB Desc: R/F PO 71444-6 TO F/Y 12/13	231.00	
93	1000	100	1	200521 Small Tools and Equipment	52310-0000 FB Desc: R/F PO 71582-1 TO F/Y 12/13	73.19	
94	1000	100	1	200521 Other Professional Services	54189-0000 FB Desc: R/F PO 71215-1 TO F/Y 12/13	63,900.00	
95	1000	100	1	200521 Restoration Services	54308-0000 FB Desc: R/F PO 71218-1 TO F/Y 12/13	3,355.00	
96	1000	100	1	200521 Substation Capital Improvemnts	56203-0000 FB Desc: R/F PO 71159-1 TO F/Y 12/13	19,563.00	
97	1000	100	1	200521 Substation Capital Improvemnts	56203-0000 FB Desc: R/F PO 71314-1 TO F/Y 12/13	4,285.00	
98	1000	100	1	200521 Substation Capital Improvemnts	56203-0000 FB Desc: R/F PO 71314-2 TO F/Y 12/13	3,935.00	
99	1000	100	1	200521 Substation Capital Improvemnts	56203-0000 FB Desc: R/F PO 71465-1 TO F/Y 12/13	1,166.00	

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Line	Co	Bud	Prd	Account	SC	Debit	Credit
100	1000	100	1	200521	56203-0000 FB	1,223.65	
				Substation Capital Improveemnts	Desc: R/F PO 71465-2 TO F/Y 12/13		
101	1000	100	1	200521	56205-0000 FB	11,660.00	
				Distribution Imp-Developments	Desc: R/F PO 71006-1 TO F/Y 12/13		
102	1000	100	1	200521	56205-0000 FB	190.00	
				Distribution Imp-Developments	Desc: R/F PO 71006-2 TO F/Y 12/13		
103	1000	100	1	200521	56205-0000 FB	14,279.00	
				Distribution Imp-Developments	Desc: R/F PO 71682-1 TO F/Y 12/13		
104	1000	100	1	200521	56206-0000 FB	8,719.50	
				Distribution Capital Improve	Desc: R/F PO 67594-3 TO F/Y 12/13		
105	1000	100	1	200521	56206-0000 FB	15,178.20	
				Distribution Capital Improve	Desc: R/F PO 67594-9 TO F/Y 12/13		
106	1000	100	1	200521	56206-0000 FB	30,000.00	
				Distribution Capital Improve	Desc: R/F PO 67594-10 TO F/Y 12/13		
107	1000	100	1	200521	56206-0000 FB	3,367.42	
				Distribution Capital Improve	Desc: R/F PO 67594-11 TO F/Y 12/13		
108	1000	100	1	200900	31198-0000 FB		230,827.64
				Budget Roll Forward	Desc: R/F PRIOR YEAR PO'S		
109	1000	100	1	210541	51600-0000 FB	42.48	
				Uniforms	Desc: R/F PO 71483-1 TO F/Y 12/13		
110	1000	100	1	210541	51600-0000 FB	42.48	
				Uniforms	Desc: R/F PO 71483-2 TO F/Y 12/13		
111	1000	100	1	210541	51600-0000 FB	52.92	
				Uniforms	Desc: R/F PO 71483-3 TO F/Y 12/13		
112	1000	100	1	210541	51600-0000 FB	43.92	
				Uniforms	Desc: R/F PO 71483-4 TO F/Y 12/13		
113	1000	100	1	210541	51600-0000 FB	43.92	
				Uniforms	Desc: R/F PO 71483-5 TO F/Y 12/13		
114	1000	100	1	210541	51600-0000 FB	10.50	
				Uniforms	Desc: R/F PO 71483-6 TO F/Y 12/13		
115	1000	100	1	210541	51600-0000 FB	52.14	
				Uniforms	Desc: R/F PO 71485-1 TO F/Y 12/13		
116	1000	100	1	210541	51600-0000 FB	58.14	
				Uniforms	Desc: R/F PO 71485-2 TO F/Y 12/13		

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Line	Co	Bud	Prd	Account	SC	Debit	Credit
117	1000	100	1	210541	51600-0000 FB Desc: R/F PO 71485-3 TO F/Y 12/13	58.14	
118	1000	100	1	210541	51600-0000 FB Desc: R/F PO 71485-4 TO F/Y 12/13	10.50	
119	1000	100	1	210541	52805-0000 FB Desc: R/F PO 71471-1 TO F/Y 12/13	9,525.00	
120	1000	100	1	210541	54462-0000 FB Desc: R/F PO 71016-1 TO F/Y 12/13	1,025.00	
121	1000	100	1	210541	54462-0000 FB Desc: R/F PO 71016-2 TO F/Y 12/13	760.00	
122	1000	100	1	210541	54462-0000 FB Desc: R/F PO 71016-3 TO F/Y 12/13	1,100.00	
123	1000	100	1	210541	54462-0000 FB Desc: R/F PO 71016-4 TO F/Y 12/13	1,100.00	
124	1000	100	1	210541	56008-0000 FB Desc: R/F PO 65117-1 TO F/Y 12/13	314,871.57	
125	1000	100	1	210541	56101-0000 FB Desc: R/F PO 68083-4 TO F/Y 12/13	77,632.20	
126	1000	100	1	210541	56160-0000 FB Desc: R/F PO 70940-2 TO F/Y 12/13	20,722.50	
127	1000	100	1	210541	56202-0000 FB Desc: R/F PO 64140-2 TO F/Y 12/13	13,756.21	
128	1000	100	1	210900	31198-0000 FB Desc: R/F PRIOR YEAR PO'S		440,907.62
129	1000	100	1	220551	52314-0000 FB Desc: R/F PO 70082-1 TO F/Y 12/13	960.00	
130	1000	100	1	220551	52314-0000 FB Desc: R/F PO 70207-1 TO F/Y 12/13	6,150.00	
131	1000	100	1	220551	52314-0000 FB Desc: R/F PO 70691-1 TO F/Y 12/13	1,720.00	
132	1000	100	1	220551	52701-0000 FB Desc: R/F PO 71088-1 TO F/Y 12/13	384.11	

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133	1000	100	1	220551	52701-0000 FB	30.00	
				Lab Supplies	Desc: R/F PO 71500-1 TO F/Y 12/13		
134	1000	100	1	220551	54371-0000 FB	300.00	
				Testing & Inspection Services	Desc: R/F PO 71298-1 TO F/Y 12/13		
135	1000	100	1	220551	54467-0000 FB	214.00	
				Repair & Maint - Other Equip	Desc: R/F PO 71725-4 TO F/Y 12/13		
136	1000	100	1	220551	56150-0000 FB	399.74	
				Design Engineering - Capital	Desc: R/F PO 71095-1 TO F/Y 12/13		
137	1000	100	1	220552	51600-0000 FB	18.40	
				Uniforms	Desc: R/F PO 71308-1 TO F/Y 12/13		
138	1000	100	1	220552	51600-0000 FB	34.38	
				Uniforms	Desc: R/F PO 71308-2 TO F/Y 12/13		
139	1000	100	1	220552	51600-0000 FB	60.83	
				Uniforms	Desc: R/F PO 71308-3 TO F/Y 12/13		
140	1000	100	1	220552	51600-0000 FB	54.42	
				Uniforms	Desc: R/F PO 71308-4 TO F/Y 12/13		
141	1000	100	1	220552	51600-0000 FB	15.14	
				Uniforms	Desc: R/F PO 71308-5 TO F/Y 12/13		
142	1000	100	1	220552	51600-0000 FB	10.50	
				Uniforms	Desc: R/F PO 71308-6 TO F/Y 12/13		
143	1000	100	1	220552	52314-0000 FB	295.00	
				Parts for Equipment	Desc: R/F PO 71028-1 TO F/Y 12/13		
144	1000	100	1	220552	52314-0000 FB	290.00	
				Parts for Equipment	Desc: R/F PO 71656-1 TO F/Y 12/13		
145	1000	100	1	220552	54309-0000 FB	1,327.75	
				Monitoring Services	Desc: R/F PO 67265-1 TO F/Y 12/13		
146	1000	100	1	220552	54501-0000 FB	92.00	
				Freight	Desc: R/F PO 71028-2 TO F/Y 12/13		
147	1000	100	1	220552	56101-0000 FB	487,731.33	
				Land Improvements	Desc: R/F PO 68083-2 TO F/Y 12/13		
148	1000	100	1	220552	56160-0000 FB	3,296.95	
				Construction Engineering - Capit	Desc: R/F PO 71225-1 TO F/Y 12/13		
149	1000	100	1	220900	31198-0000 FB		503,384.55
				Budget Roll Forward	Desc: R/F PRIOR YEAR PO'S		

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Journal Entry N 11 Roll Forward Budget P/Y PO'S Adjustment Code RFE Roll Forward of Budget for Enc Active  
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit
150	1000	100	1	370510 Other Contracted Services	54399-0000 FB Desc: R/F PO 67041-1 TO F/Y 12/13	15,037.58	
151	1000	100	1	370900 Budget Roll Forward	31198-0000 FB Desc: R/F PRIOR YEAR PO'S		15,037.58
152	1000	100	1	501500 Structures and Improvements	56200-0000 FB Desc: R/F PO 68332-1 TO F/Y 12/13	100,470.27	
153	1000	100	1	501500 Structures and Improvements	56200-0000 FB Desc: R/F PO 68332-2 TO F/Y 12/13	326,600.64	
154	1000	100	1	501500 Architectural and Engineering	56202-0000 FB Desc: R/F PO 66121-1 TO F/Y 12/13	106,363.37	
155	1000	100	1	501500 Architectural and Engineering	56202-0000 FB Desc: R/F PO 66121-2 TO F/Y 12/13	16,500.00	
156	1000	100	1	501500 Architectural and Engineering	56202-0000 FB Desc: R/F PO 68098-1 TO F/Y 12/13	42,629.58	
157	1000	100	1	501500 Architectural and Engineering	56202-0000 FB Desc: R/F PO 68107-1 TO F/Y 12/13	838,634.10	
158	1000	100	1	501500 Architectural and Engineering	56202-0000 FB Desc: R/F PO 68431-1 TO F/Y 12/13	3,400.00	
159	1000	100	1	501900 Budget Roll Forward	31198-0000 FB Desc: R/F PRIOR YEAR PO'S		1,434,597.96
160	1000	100	1	513220 Capitalized Software	56301-0000 FB Desc: R/F PO 65789-13 TO F/Y 12/13	306,044.25	
161	1000	100	1	513220 Capitalized Software	56301-0000 FB Desc: R/F PO 65789-14 TO F/Y 12/13	1,030.69	
162	1000	100	1	513500 Land Improvements	56101-0000 FB Desc: R/F PO 71697-1 TO F/Y 12/13	1,354,284.78	
163	1000	100	1	513500 Architectural and Engineering	56202-0000 FB Desc: R/F PO 62580-2 TO F/Y 12/13	6,130.84	
164	1000	100	1	513500 Architectural and Engineering	56202-0000 FB Desc: R/F PO 67668-1 TO F/Y 12/13	347.98	
165	1000	100	1	513500 Architectural and Engineering	56202-0000 FB Desc: R/F PO 67849-1 TO F/Y 12/13	102,534.00	

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Operator CI\jherr Adjustment Code RFE Roll Forward of Budget for Enc Active

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Journal Entry N 11 Roll Forward Budget P/Y PO'S  
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit
166	1000	100	1	513500	56202-0000 FB	406.00	
				Architectural and Engineering	Desc: R/F PO 70676-1 TO F/Y 12/13		
167	1000	100	1	513501	56101-0000 FB	47,675.00	
				Land Improvements	Desc: R/F PO 71039-1 TO F/Y 12/13		
168	1000	100	1	513501	56202-0000 FB	1,911.88	
				Architectural and Engineering	Desc: R/F PO 66362-1 TO F/Y 12/13		
169	1000	100	1	513900	31198-0000 FB		1,820,365.42
				Budget Roll Forward	Desc: R/F PRIOR YEAR PO'S		
170	1000	100	1	800223	51600-0000 FB	10.50	
				Uniforms	Desc: R/F PO 71307-7 TO F/Y 12/13		
171	1000	100	1	800900	31198-0000 FB		10.50
				Budget Roll Forward	Desc: R/F PRIOR YEAR PO'S		
172	1000	100	1	801300	56001-0000 FB	52,787.48	
				Motor Vehicles - Replacements	Desc: R/F PO 70984-1 TO F/Y 12/13		
173	1000	100	1	801300	56001-0000 FB	96,132.00	
				Motor Vehicles - Replacements	Desc: R/F PO 71661-1 TO F/Y 12/13		
174	1000	100	1	801512	52402-0000 FB	140.28	
				Motor Vehicle Parts	Desc: R/F PO 71577-1 TO F/Y 12/13		
175	1000	100	1	801512	54250-0000 FB	3,088.00	
				Software Licenses	Desc: R/F PO 66980-1 TO F/Y 12/13		
176	1000	100	1	801900	31198-0000 FB		152,147.76
				Budget Roll Forward	Desc: R/F PRIOR YEAR PO'S		
177	1000	100	1	802210	54170-0000 FB	2,999.92	
				Health Insurance Admin	Desc: R/F PO 67315-1 TO F/Y 12/13		
178	1000	100	1	802900	31198-0000 FB		2,999.92
				Budget Roll Forward	Desc: R/F PRIOR YEAR PO'S		
179	1000	100	1	804200	56004-0000 FB	263.51	
				Computer Equipment	Desc: R/F PO 71675-1 TO F/Y 12/13		
180	1000	100	1	804530	54303-0000 FB	5,000.00	
				Tree Service	Desc: R/F PO 71401-1 TO F/Y 12/13		
181	1000	100	1	804900	31198-0000 FB		5,263.51
				Budget Roll Forward	Desc: R/F PRIOR YEAR PO'S		



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*** Totals For Journal Entry N-	11	Source Code FB	Debits	Credits	Difference
		Base:	4,804,253.19	4,804,253.19	0.00
		Unit:	0.00	0.00	0.00
*** Totals For Journal Entry N-	11	Base:	4,804,253.19	4,804,253.19	0.00
		Unit:	0.00	0.00	0.00

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Journal Entry N 12 Budget Transfer  
Status History

Operator CI\jherr Adjustment Code TRF Budget Transfer Active

Line	Co	Bud	Prd	Account	SC	Debit	Credit
1	1000	100	1	100510	FB		800.00
Meals							
Desc: Trf from meals to refresh supp							
2	1000	100	1	100510	FB	800.00	
Refreshment Supplies							
Desc: Trf from meals to refresh supp							

\*\*\* Totals For Journal Entry N- 12 , Source Code FB  
Base: 800.00 Debits Credits Difference  
Unit: 0.00 0.00 0.00

\*\*\* Totals For Journal Entry N- 12  
Base: 800.00 Debits Credits Difference  
Unit: 0.00 0.00 0.00

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Journal Entry N 15 Budget Adds  
Status History

Operator CI\jghioff Adjustment Code ADD Budget Addition Active

Line	Co	Bud	Prd	Account	SC	Debit	Credit
1	1000	100	2	803500	55180-0000 FB	150.00	
				Liability Claims	Desc: Bud Add:Trip & Fall-Michaelis		
2	1000	100	2	803500	54110-0000 FB	1,918.00	
				General Legal	Desc: Bud Add:Legal-DeFalco Claim		
3	1000	100	2	803500	54110-0000 FB	3,337.00	
				General Legal	Desc: Bud Add:Legal-Kertis Claim		
4	1000	100	0	803900	31199-0000 FB		5,405.00
				Available Resources	Desc: Budget Adds:Liability/Legal		

\*\*\* Totals For Journal Entry N- 15 , Source Code FB Debits 5,405.00 Credits 5,405.00 Difference 0.00  
Base: 5,405.00  
Unit: 0.00

\*\*\* Totals For Journal Entry N- 15 Base: 5,405.00 Credits 5,405.00 Difference 0.00  
Unit: 0.00

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Journal Entry N 16 Budget Transfer  
Status History

Operator CI\jghlott Adjustment Code TRF Budget Transfer Active

Line	Co	Bud	Prd	Account	SC	Debit	Credit
1	1000	100	2	100510	FB		800.00
Meals							
Desc: Transfer to 52100							
2	1000	100	2	100510	FB	800.00	
Refreshment Supplies							
Desc: Transfer fr 52101							

\*\*\* Totals For Journal Entry N- 16 , Source Code FB  
Base: Debits 800.00 Credits 800.00 Difference 0.00  
Unit: 0.00

\*\*\* Totals For Journal Entry N- 16  
Base: Debits 800.00 Credits 800.00 Difference 0.00  
Unit: 0.00

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Company 1000 - City of St. Charles  
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Budget 100 USD

Journal Entry N 17 Budget Transfers  
Status History

Operator CI\jherer Adjustment Code TRF Budget Transfer Active

Line	Co	Bud	Prd	Account	SC	Debit	Credit	Difference
1	1000	100	1	100300	54011-0000 FB		2,000.00	
				City Electric	Desc: Trs City Electric to Water/Sew			
2	1000	100	1	100300	54012-0000 FB	800.00		
				City Water	Desc: Trs City Electric to Water/Sew			
3	1000	100	1	100300	54013-0000 FB	1,200.00		
				City Sewer	Desc: Trs City Electric to Water/Sew			
4	1000	100	1	100300	52319-0000 FB		600.00	
				Other General Supplies	Desc: Trsf to Refresh/Paint Supplies			
5	1000	100	1	100300	52100-0000 FB	500.00		
				Refreshment Supplies	Desc: Transf from Other Gen Supplies			
6	1000	100	1	100300	52312-0000 FB	100.00		
				Paints, Supplies and Solvents	Desc: Transf from Other Gen Supplies			
*** Totals For Journal Entry N- 17 , Source Code FB								
					Base:	Debits	Credits	Difference
					Unit:	2,600.00	2,600.00	0.00
						0.00	0.00	0.00
*** Totals For Journal Entry N- 17								
					Base:	Debits	Credits	Difference
					Unit:	2,600.00	2,600.00	0.00
						0.00	0.00	0.00

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Budget 100

USD

Journal Entry N 18 Budget Transfers  
Status History

Operator CI\jherr Adjustment Code TRF Budget Transfer

Active

Line	Co	Bud	Prd	Account	SC	Debit	Credit
1	1000	100	2	501500	FB		5,000.00
Other Professional Services Desc: For ComEd service for RGB							
2	1000	100	2	501500	FB	5,000.00	
ComEd Utility Charges Desc: For ComEd service for RGB							

\*\*\* Totals For Journal Entry N- 18 , Source Code FB  
Base: 5,000.00 Debits 5,000.00 Credits 5,000.00 Difference 0.00  
Unit: 0.00

\*\*\* Totals For Journal Entry N- 18  
Base: 5,000.00 Debits 5,000.00 Credits 5,000.00 Difference 0.00  
Unit: 0.00

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Budget 100 USD

Journal Entry N 19 Budget Transfer  
Status History

Operator CR\jherr Adjustment Code TRF Budget Transfer Active

Line	Co	Bud	Prd	Account	SC	Debit	Credit
1	1000	100	1	100124	FB		18,000.00
Cultural Commission						Desc: Trsf budget for Riverfest	
2	1000	100	1	100124	FB	18,000.00	
Visitor's Bureau						Desc: Trsf budget for Riverfest	

\*\*\* Totals For Journal Entry N- 19 , Source Code FB  
Base: 18,000.00 Debits Credits Difference  
Unit: 0.00 0.00 0.00

\*\*\* Totals For Journal Entry N- 19  
Base: 18,000.00 Debits Credits Difference  
Unit: 0.00 0.00 0.00

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Company 1000 - City of St. Charles  
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Budget 100

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Journal Entry N 20 Budget Add  
Status History

Operator CI\jherz Adjustment Code ADD Budget Addition Active

Line	Co	Bud	Prd	Account	SC	Debit	Credit
1	1000	100	2	200521	55180-0000 FB	4,575.00	
Liability Claims							
Desc: Pay of liab claim-Baum prop dm							
2	1000	100	2	200900	31199-0000 FB		4,575.00
Available Resources							
Desc: Pay of liab claim-Baum prop dm							
3	1000	100	2	220552	55180-0000 FB	5,819.00	
Liability Claims							
Desc: Liab Claim-Lang/Prempris							
4	1000	100	2	220900	31199-0000 FB		5,819.00
Available Resources							
Desc: Liab Claim-Lang/Prempris							

\*\*\* Totals For Journal Entry N- 20 , Source Code FB Debits 10,394.00 Credits 10,394.00 Difference 0.00  
Base: 0.00  
Unit:

\*\*\* Totals For Journal Entry N- 20 Debits 10,394.00 Credits 10,394.00 Difference 0.00  
Base: 0.00  
Unit:



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Company 1000 - City of St. Charles  
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Budget 100 USD

Journal Entry N 21 Budget Addition  
Status History

Operator CI\jheri Adjustment Code ADD Budget Addition Active

Line	Co	Bud	Prd	Account	SC	Debit	Credit
1	1000	100	3	100501	54150-0000 FB	24,000.00	
Consulting Services							
2	1000	100	3	100900	31198-0000 FB		24,000.00
Budget Roll Forward							
Desc: For Capital Infrast Group svcs							

\*\*\* Totals For Journal Entry N- 21 , Source Code FB  
Base: 24,000.00 Credits 24,000.00 Difference 0.00  
Unit: 0.00

\*\*\* Totals For Journal Entry N- 21  
Base: 24,000.00 Credits 24,000.00 Difference 0.00  
Unit: 0.00

\*\*\* Totals For Company 1000  
Base: 9,669,739.19 Credits 9,669,739.19 Difference 0.00  
Unit: 2,189.00

\*\*\* Totals For Report  
Base: 9,669,739.19 Credits 9,669,739.19 Difference 0.00  
Unit: 2,189.00

The revisions shown herewith have been approved by the City Council, except as noted below.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Exceptions:




## AGENDA ITEM EXECUTIVE SUMMARY

Title: Approve Funding Requests for St. Charles 708 Mental Health Board for FY 12/13

Presenter: Chris Minick, Finance Director  
John Rabchuk, Chairman of 708 Mental Health Board

*Please check appropriate box:*

X	Government Operations (7/16/12)		Government Services
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$588,100	Budgeted:	YES	X	NO
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If NO, please explain how item will be funded:

### Executive Summary:

The City levied \$0.04 property tax to support the Mental Health Board and their agencies that provide services to the City of St. Charles. The following agencies receiving over \$25,000 will give a summary of their services. They are:

- Association Individual Development
- Ecker Center for Mental Health
- Fox Valley Volunteer Hospice
- Lazarus House
- Renz Addiction Counseling Center
- TriCity Family Services

### Attachments: (please list)

Summary of all requests of the St. Charles 708 Mental Health Board for FY11/12.  
Detail packets for presenting agencies.

### Recommendation / Suggested Action (briefly explain):

Recommend approval of funding requests from St. Charles 708 Mental Health Board in the amount of \$588,100.

*For office use only:*

*Agenda Item Number:* 4a

# FY 2012/13 708 Board Allocation Worksheet

Thursday, February 23, 2012

	CLASS	2011 FUNDING APPROVED	2012 FUNDING REQUESTED	2012 FUNDING APPROVED
TriCity Family Services	A	\$200,000	\$204,000	\$200,000
Association Individual Development	A	\$70,000	\$80,000	\$70,000
Ecker Center	A	\$65,000	\$65,000	\$65,000
Renz Addiction Center	A	\$53,000	\$70,000	\$60,000
Lazarus House	A	\$55,000	\$45,600	\$45,600
Elder Day Center	A	\$25,000	\$27,000	\$18,000
Suicide Prevention Center	A	\$17,000	\$18,500	\$17,000
Fox Valley Special Recreation Center	A	\$5,000	\$5,000	\$5,000
Community Crisis Center	A	\$15,000	\$15,000	\$15,000
Marklund	A		\$8,567	\$1,250
Easter Seals	B	\$25,000	\$75,000	\$15,000
Living Well Center	B	\$15,000	\$20,000	\$15,000
Fox Valley Hospice	B	\$32,000	\$32,000	\$25,000
CASA Kane County	B	\$15,000	\$15,000	\$15,000
Wredling	B	\$5,000	\$7,000	\$3,500
TriCity Health Partnership	B	\$11,500	\$10,000	\$9,000
Thompson TEK	B	\$5,000	\$9,500	\$2,500
Haines TEK	B	\$5,000	\$8,000	\$2,500
DayOne Network	B	\$8,000	\$8,000	\$2,000
TUG	B	\$3,500	\$4,000	\$500
Fox Valley Pregnancy Center	B	\$4,000	\$6,000	\$1,250
Literacy Volunteers	None		\$10,000	\$0
<b>TOTAL</b>		<b>\$634,000</b>	<b>\$743,167</b>	<b>\$588,100</b>

**ASSOCIATION FOR INDIVIDUAL DEVELOPMENT  
(AID)**

Date: 6 February 2012

**City of St. Charles  
708 Mental Health Board  
Accountability Report for funds Expended**

**Agency Name:** Association for Individual Development (AID)

**Contact Person:** Christie Plotzke Phone #: 847.931.2292

**Main Office Address:** 309 W New Indian Trail Court Aurora, IL 60506

**Funding requested from City of St. Charles 708 Board for fiscal year 12/13:** \$80,000

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

For more than fifty years, The Association for Individual Development (AID) has served individuals with developmental, physical and/or mental disabilities, those who have suffered a trauma and those at risk. Vital, life-enriching services include: early intervention; developmental therapy; audiology; respite care; permanent housing; in-home support; developmental and vocational training; job placement and on-the-job coaching services; crisis intervention; victims services; community education; mental health treatment; behavioral intervention and advocacy. With more than 20 programs operating in 45 communities, AID is a leading provider of services that address the unique needs of individuals throughout every stage of their lives. A person-centered approach coupled with innovative practices ensures the highest level of accomplishment. Our mission is to empower individuals with disabilities, mental illness and special needs to achieve independence and community inclusion. AID is a United Way partner agency and accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF).

AID annually serves more than 5,100 individuals with disabilities in Kane, Kendall, DeKalb, DuPage, Will, and suburban Cook Counties. AID currently operates 5 day program/training centers in Elgin, Aurora, Batavia and Yorkville, a mental health center in Aurora and supervised housing and supported living services at over 30 locations throughout Kane and Kendall Counties.

**Describe specific goals that fit City's mission and indicate how goals will be accomplished.**

AID serves children and adults with diverse disabilities throughout the entire span of their lives. Special programs are available for those with behavioral health and substance abuse issues. Continued budget cuts have left fifteen St. Charles residents with disabilities with partial or no funding for services; forcing them to rely on local funding to continue to receive vital services. A portion of the FY 2012/13 708 requested funds will be used to provide services to these fifteen individuals. AID will continue to research and procure new funding streams for the more than 210 individuals county-wide who have little or no funding for services. We continue to strive for excellence in quality programming and help as many individuals as possible whose dream it is to work, live and thrive in their communities. We will always provide services, support and guidance regardless of ineligibility for funding or an inability to pay.

Describe how funds will be expended and quantify services provided to the City of St. Charles (e.g., City of St. Charles persons served, cost allocated to services, program descriptions, and other pertinent information). Also attach budget detailing sources (grants, other municipalities' contributions, fundraisers, and any other sources of funding –actual or being sought):

AID is requesting funds specifically for the following programs that serve St. Charles residents: Behavioral Health Outpatient Services; Behavioral Health Supervised and Supported Living; Children In-Home Support and Developmental Therapy; Crisis Intervention Services; Developmentally Disabled Community Living; Client and Family Support; Developmental Training, Vocational Development; Home Based Support and Respite. We are requesting the largest amount of funding in our Developmentally Disabled Community Living program. We currently operate two group homes in the city of St. Charles where residents receive around-the-clock care. The current cost per person per year in a group home is nearly \$50,000. We have seen an increase in the number of St. Charles residents needing services in the other programs and we continue to see these individuals receiving services in multiple programs. The AID Victims Services recently signed a contract with the City of St. Charles to begin providing Victims Services to residents who have experienced a trauma or who are victims of violent crime. Please see Attachment B for our most recent financial statements detailing sources of other funding for agency programs.

#### AID PROGRAMS AND SERVICES:

##### **Community Support Services**

Case Management: Case Management and Community Support Services promotes the agency mission by offering an array of programs that assist individuals and families in accessing and/or retaining services needed to maintain independence. The first step in this process is to evaluate the individual's needs, wants and skills in order to determine appropriate programming. If needed, social work and psychological services are available to assist each person in determining their needs and current skill levels. The program also promotes personal well-being and helping clients to remain integrated in their community. If AID services are inappropriate, the Case Manager will assist the individual in acquiring needed services elsewhere in the community.

Home Based Support: Provides service facilitation, including advocacy, personal support, and assistance to adults with developmental disabilities in their homes and community.

Supported Living Arrangement (SLA): SLAs are residential programs approved by the Office of Developmental Disabilities to help individuals reach a higher level of independent living. SLAs provide, through direct or consultative staff, minimum support, training and direction that enhances the individuals' skills and leads to total independence and social integration in the community. Individuals live in their own apartments in the community and receive program assistance and support as needed.

Respite: Provides short-term relief to families of clients with developmental disabilities, through flexible in-home or community-based services. Families may choose workers to provide services for their family member in their home or may choose a combination of in-home services that include recreation and leisure opportunities. The amount of service received varies with family need, Department of Human Services (DHS) guidelines and funding availability.



## **Employment and Community Integration Services**

Employment and Community Integration Services provides training to individuals 18 years of age and older with developmental, physical, and/or emotional difficulties. Special emphasis is placed on training in vocational skills, independent living skills, and personal and social adjustment to improve the individual's ability to work and to cope with the challenges of daily living. Clients participate to the best of their ability in the development of goals, the methods to achieve these goals and the evaluation of progress achieved.

Developmental Training: Provides training in both a classroom and sheltered employment setting to individuals with developmental and physical disabilities to maximize or maintain their functional, social, and vocational skills and to maximize their integration into the community. Specialized training in food service and warehouse training is available. This program includes two inclusive classrooms specifically for individuals with Autism.

Vocational Development: Provides assistance to individuals with disabilities in obtaining and maintaining community employment through on-site support based on individual need. Assistance is provided to individuals in the following areas: completing job applications, improving job-seeking skills, identifying realistic job goals, preparing for job interviews and locating possible employment opportunities. On-the-job coaching and/or training are provided. Follow-up services are provided for a one-year period after successful placement is obtained. AID's Jan-Aid Program (janitorial) provides training in janitorial skills by working in small cleaning crews that travel between various community sites.

Keeler Pool: Specifically designed for persons with disabilities. Individuals with special needs can be integrated into the program structure. In addition, open community swims and swimming lessons for children and adults are offered.

## **Community Living Services (for individuals with developmental disabilities)**

Community Integrated Living Arrangement (CILA): Provide flexible living arrangements for adult individuals with developmental disabilities that need to develop independent living skills. The homes range in capacity from 4 to 8 residents and have 24-hour House Managers who assist them with day-to-day activities. Each home is located in a residential neighborhood and resembles a single family home. The group home setting provides clients with a stable, supervised environment in a family-like atmosphere.

Intermittent CILA: Provides flexible living arrangements for adult individuals with developmental disabilities that need to enhance their independent living skills. Living arrangements include living with parents/significant others and renting/leasing their own place. Direct Service Personnel provide services from 5-15 hours per week.



Intermediate Care Facility (ICF): Provide residential services for adults with developmental disabilities requiring 24-hour service. Residents must be in need of and receiving active treatment, require training in basic fundamental skills, and have significant deficits in growth and development. Services in this program are based on individual needs such as money management, cooking, community integration, apartment maintenance and use of public transportation.

### **Community Living Services (for individuals with mental illness)**

Supervised Living Facility: Provide 24-hour staff-supervised residential facility for individuals with mental illness. Program focuses on skill acquisition in independent living and includes recovery-oriented counseling, peer support and other rehabilitative supports designed to facilitate eventual movement into a less restrictive residential setting.

Supported Living Facility: Serve individuals with moderate to substantial psychiatric disabilities and promote community integration skills, peer support and vocational readiness. Individuals are served in their own apartments and work with the support of mental health professionals by participating in individualized programs that help them to develop and maintain community living skills. Services in this program are based on individual strengths and needs and include: housekeeping, money management, and medication management skills.

### **Behavioral Health and Crisis Intervention Services**

Behavioral Health Outpatient Services: Provide assessment, linkage/referral, advocacy and direct assistance to ensure that the needs of individuals with behavioral health care are met for sustaining community living. Case managers assist the individuals in securing housing, financial assistance, vocational opportunities, counseling and medical services in order to continue living in the community.

Alcohol and Other Drug (AOD) Case Management: Provides proactive education and intervention in order to support sobriety and prevent further substance abuse in individuals with mental illness and substance abuse disorders.

Psychosocial Rehabilitation (PSR): Provides a range of social, educational, occupational, behavioral and cognitive intervention designed to increase basic psychosocial capacities in everyday life. Individuals, counselors and mental health professionals work together to establish goals and develop skills leading to successful integration into the community. The goal of the PSR program is recovery.

Homeless Youth Services: Provide outreach and case management for homeless youth who are 18-20 years of age.

### **Crisis Intervention Services:**

Crisis Line of the Fox Valley (CLFV): Free, confidential 24-hour, 365 days a year, telephone counseling by paraprofessional volunteer operators or paid staff who are trained to help the caller with problems from loneliness, relationship issues, emergency situations, suicidal ideations and others.

Community Connections: Free calls to those in need in the community including; those with mental illness, developmental disabilities, elderly and shut-ins to assure the caller's well-being or provide social interaction.

Mobile Crisis Intervention Services: Walk-in Mobile Crisis Intervention Services are provided to individuals who are experiencing a psychiatric crisis and/or high levels of personal distress. Crisis intervention provides immediate intensive treatment to reduce symptomatology and to stabilize clients' ability to function in the community. Services provided include assessment, counseling, referral and linkages to appropriate community resources.

Victims Services: 24-hour assistance to victims and survivors of violent crime or trauma to respond to their psychological, emotional and physical needs. Services include crisis intervention, counseling, advocacy, education, information and referral.

### **Children and Therapy Services**

Pediatric Therapy Services: Pediatric Therapy serves children, birth to 21 years of age, who exhibit a developmental delay, have a diagnosed condition, such as Down syndrome or cerebral palsy, or who have a high-risk medical background. Services include evaluation, assessment, developmental therapy, and audiology services. Translation for Spanish speaking families is available.

Children In-Home Support: provides the family with personal service workers, service facilitation, behavioral training, adaptive equipment for house and vehicle and an array of other services including management and advocacy each week. Services are tailored to meet the needs of each individual child and are provided in the home or other locations in the child's community to achieve the most natural setting. A wide variety of options are available, including (but not limited to) tutoring, field trips, sports or other leisure opportunities. The program serves children under the age of 18 with developmental disabilities who live at home and are at risk of being residentially placed. Families must live in Kane or Kendall counties. Services are available regardless of financial ability.

Date: 6 February 2012

Agency Name: Association for Individual Development

**St. Charles 708 Fund Expenditure History – explain how funds allocated from previous year were expended and purposes of those expenditures. Note: if funding allocation is over \$25,000, attached most recent financial statements, audit and annual report:**

Please see Attachment A

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

**Direct service: number of individual clients/consumers served:** 111

**Aggregate number of direct service hours provided:** 38,989 hours; 7,299 days

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

Please see Attachment A. Dividing the actual total program expenses by the total direct service units provided yields the unit cost per client hour

**Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).**

Individuals participate in the Special Olympics program, the Fox Valley Recreation program, go to movies, restaurants and sporting events with their housemates or friends, take an active role in fundraising opportunities, attend educational classes as part of the Day Training Program (incl. Nutrition & Fitness, Cooking, US History, News and Current Events, Safety, Art, Sewing & Crafts, Music and Voice, colors, shapes, letters, numbers and sign language). Individuals participate in planned community outings which include social, leisure and educational outings. Several individuals train and work in the AID Lawn Care business and the AID Recycling Program. These business ventures give individuals a chance to learn new skills while striving for financial independence. In this volatile economy, self-sustaining businesses provide gainful employment while generating a small amount of revenue for AID in an attempt to preserve vital services that are threatened by continued budget cuts. AID currently has individuals volunteering at several local non-profit agencies including Habitat for Humanity Restore shop and Feed Our Starving Children.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.**

Please see attachment C

**Attach a copy of current 503C or tax exempt status certification.**

Please see attachment D

Date: 6 February 2012

Agency Name: Association for Individual Development

Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000.00 in any fiscal year are also subject to the following requirements:

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at a date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

Funding request amount for current fiscal year \$ \$80,000 Application Date: 6 February 2012

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$**            **Recommendation Date:**

# Association for Individual Development

## Comparative Balance Sheet

December 31, 2011 & 2010

		<u>Actual 12/31/2011</u>	<u>Actual 12/31/2010</u>
<b>Assets</b>			
<b>Current Assets</b>			
1010	Cash - Operations - Harris NA	939,843	1,613,838
1011	Cash - Social Security - Harris NA	57,289	53,744
1012	Cash - Operations - National City Bank	1,590	1,523
1021	Cash - Operations - Fifth Third Ban--	1,778	0
1095	Petty Cash	3,550	3,550
1200	Accounts Receivable	3,132,093	1,697,863
1300	Allowance for Bad Debts	(40,000)	(40,000)
1420	Accounts Receivable - A&E	13,014	59,606
1430	Accounts Receivable - ARS	704	2,938
1440	Accounts Receivable - Kane Homes	23,140	161,859
1450	Accounts Receivable - Kaneco	16,250	67,417
1460	Accounts Receivable - Sherman Apts	14,193	73,533
1700	Prepaid Expenses	300,052	264,780
1710	Prepaid Insurance	16,348	27,308
1720	Prepaid Rent	26,576	26,576
<b>Total Current Assets</b>		<b><u>4,506,418</u></b>	<b><u>4,014,535</u></b>
<b>Fixed Assets</b>			
1800	Land	1,371,650	1,260,840
1805	Land improvements	51,835	29,495
1810	Buildings	7,171,646	7,422,365
1815	Building improvements	397,430	257,801
1820	Leasehold improvements	88,692	570,443
1830	Furniture & fixtures	190,088	477,180
1840	Equipment & software	815,439	3,044,695
1850	Vehicles	1,451,651	1,396,547
1870	Less: Accum Deprec-land improvements	(15,999)	(168)
1875	Less: Accum Deprec-Buildings	(2,433,314)	(2,481,450)
1880	Less: Accum Deprec-Building Improvements	(73,314)	(6,464)
1882	Less: Accum Deprec-Leasehold Improvements	(35,320)	(427,497)
1885	Less: Accum Deprec-Furniture & Fixtures	(147,601)	(302,429)
1890	Less: Accum Deprec-Eq't & Software	(561,440)	(2,856,068)
1895	Less: Accum Deprec-Vehicles	(1,142,519)	(1,024,082)
<b>Total Fixed Assets</b>		<b><u>7,128,923</u></b>	<b><u>7,361,208</u></b>
<b>Other Assets</b>			
1900	Cash Surrender Value - Life Insurance	15,110	15,110
1910	Client loan receivables	1,690	2,074
1912	Accounts Receivable - A&E (LT)	42,151	0
1914	Accounts Receivable - Kane Homes (LT)	149,155	0
1915	Accounts Receivable - Kaneco (LT)	44,654	0
1916	Accounts Receivable - Sherman Apts.(LT)	50,725	0
1920	Mortgage closing costs (legal/title)	10,441	13,171

## Association for Individual Development

## Comparative Balance Sheet

December 31, 2011 &amp; 2010

		Actual 12/31/2011	Actual 12/31/2010
1990	Security Deposits	7,200	7,200
<b>Total Other Assets</b>		<b>321,125</b>	<b>37,555</b>
<b>Total Assets</b>		<b>11,956,466</b>	<b>11,413,297</b>
<b>Liabilities &amp; Fund Balance</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
2000	Accounts payable - trade	133,528	204,567
2020	Accounts payable - voided payroll checks	(382)	(539)
2031	Accounts payable - client Social Se--	(2,596)	746
2062	Due to Group Insurance Plans	64,436	51,168
2070	Due to United Way	546	528
2195	Current portion of Long Term Debt	184,705	150,278
2200	Accrued staff salaries	210,923	187,679
2205	Accrued FICA payable	16,587	11,217
2210	Accrued client salaries	18,764	14,924
2220	Accrued Paid time Off (PTO)	455,093	600,436
2230	Accrued Expenses	1,072,434	17,709
2240	Accrued Interest	8,680	9,213
2250	Accrued unemployment tax	0	20,000
2300	Deferred Revenue Grants	579,595	1,142,222
2310	Deferred Revenue Special Events	7,706	6,290
2330	Deferred Revenue Workshop Shipping	0	121
2400	DCFS - Flex Funds	18,217	10,785
2410	ISBE - Flex Funds	(7,760)	(2,003)
<b>Total Current Liabilities</b>		<b>2,760,478</b>	<b>2,425,341</b>
<b>Long-Term Debt</b>			
2600	Notes payable - vehicles	4,974	17,214
2750	Mortgage payable - Harris NA	1,753,478	1,868,022
2760	Mortgage payable - Knights of Columbus #1	83,333	111,905
2761	Mortgage Payable - Knights of Columbus #2	164,286	192,857
2995	Current portion of Long Term Debt	(184,705)	(150,278)
<b>Total Long-Term Debt</b>		<b>1,821,366</b>	<b>2,039,719</b>
<b>Total Liabilities</b>		<b>4,581,844</b>	<b>4,465,060</b>
<b>Fund Balance</b>			
3000	Fund Balance	7,374,622	6,948,237
<b>Total Fund Balance</b>		<b>7,374,622</b>	<b>6,948,237</b>
<b>Total Liabilities &amp; Fund Balance</b>		<b>11,956,466</b>	<b>11,413,297</b>

# Association for Individual Development Income Statement

Six Months Ended December 31, 2011

Actual 2 mo. back 10/31/201	Actual Last Mont 11/30/201	Current Month 12/31/201	Description	Actual YTD	Budget YTD 12/31/2011	Variance YTD	Fiscal Year Budget
<b>REVENUE</b>							
<b>Developmental Disabilities</b>							
11,328	12,508	12,509	4010 DD Special Projects-Respite Grant	70,329	67,970	2,360	135,939
69,275	72,566	63,078	4025 DD Developmental Training 31A	413,421	409,873	3,548	819,746
254,029	263,641	240,131	4027 DD Developmental Training 31U	1,545,257	1,623,777	(78,520)	3,247,555
483,210	480,353	482,455	4030 DD CILA 60D	2,852,154	3,022,402	(170,248)	6,065,175
24,867	24,065	24,867	4035 DD CILA 61D	147,597	144,928	2,669	289,857
21,324	20,872	23,756	4050 DD Supported Employment 36/39-G/U	125,711	143,980	(18,270)	287,961
7,862	6,764	17,492	4056 DD One on One Services 53B/D/H/R/S/H	39,893	27,500	12,393	55,000
13,763	14,102	14,333	4060 DD Home Based Services 55A	83,751	86,443	(2,692)	172,886
9,094	6,649	6,972	4070 DD Behavior Services 56,57,58 (U&G)	45,511	74,849	(29,338)	150,000
<b>894,753</b>	<b>901,520</b>	<b>885,593</b>	<b>Total Developmental Disabilities</b>	<b>5,323,625</b>	<b>5,601,723</b>	<b>(278,098)</b>	<b>11,224,119</b>
<b>Mental Health</b>							
12,208	12,208	12,399	4110 Psychiatric Leadership	73,436	73,245	191	146,490
8,508	8,508	10,263	4120 Crisis Services	52,803	51,050	1,754	102,099
12,500	12,500	12,500	4122 Aetna Crisis Line	75,000	75,000	0	150,000
15,612	15,612	14,312	4130 Supported Residential	92,372	93,672	(1,300)	187,344
36,725	36,725	32,013	4140 Supervised Residential - Indian Trail	215,637	220,349	(4,712)	440,697
10,417	10,417	10,417	4150 Supervised Residential - Sherman Apts	62,500	62,500	0	125,000
144,377	140,063	141,671	4160 MH Medicaid MRO	1,005,711	900,000	105,711	1,800,000
10,449	12,626	11,020	4162 Aetna Medicaid	59,269	50,000	9,269	100,000
8,808	10,231	13,770	4164 Cenpatico Medicaid	50,682	50,000	682	100,000
34,770	34,642	21,559	4170 MH Non-Medicaid	195,255	192,793	2,462	385,587
<b>294,373</b>	<b>293,531</b>	<b>279,923</b>	<b>Total Mental Health</b>	<b>1,882,665</b>	<b>1,768,608</b>	<b>114,056</b>	<b>3,537,217</b>
<b>Miscellaneous State Funding</b>							
3,935	3,935	4,170	4210 Dept of Alcohol & Substance Abuse	23,844	23,609	236	47,217
0	0	0	4216 DHS ARRA Vocational Grant - Youth	0	14,518	(14,518)	14,518
0	0	0	4218 DHS ARRA Vocational Grant - Adult	0	26,567	(26,567)	26,567
0	51,940	5,194	4220 DRS Base Plus Perf	93,492	77,910	15,582	155,820
1,000	322	432	4230 DRS Reg Supp Employ.	5,018	17,560	(12,542)	35,120

# Association for Individual Development Income Statement

Six Months Ended December 31, 2011

Actual 2 mo. back 10/31/201	Actual Last Mont 11/30/201	Current Month 12/31/201	Description	Actual YTD	Budget YTD 12/31/2011	Variance YTD	Fiscal Year Budget
238	188	0	DRS Vocational Training-Forklift	947	0	947	0
1,275	384	2,431	Ticket to Work	5,974	6,750	(776)	13,500
3,000	5,240	1,440	State of Illinois - PAS	19,280	12,000	7,280	12,000
1,250	1,250	1,250	Mental Health Court(KaneCo)	7,500	9,750	(2,250)	19,500
1,731	1,731	95	State of Illinois - Homeless Youth	8,748	9,899	(1,151)	19,798
55,500	55,500	55,500	Long Term Care - Residential for TAC	333,000	332,996	4	665,993
18,911	18,911	18,911	Long Term Care - day program for TAC	113,467	106,378	7,089	212,756
2,364	2,187	2,240	Long Term Care - external for Bethesda	13,485	14,184	(699)	28,368
14,444	14,444	14,444	Long Term Care - external for Zachary	86,664	86,663	1	173,326
12,396	12,396	12,192	Victims' Services	73,546	74,583	(1,037)	149,167
(2,845)	671	2,890	HFS - Physician Services (adult)	7,945	7,500	445	15,000
385	144	(382)	HFS - Transportation	1,863	2,500	(637)	5,000
7,906	0	720	Medicare - Psychiatric Services	8,626	7,500	1,126	15,000
6,715	6,715	6,715	DHS- DFI Title XX	40,290	40,290	0	80,580
<b>128,203</b>	<b>175,956</b>	<b>128,242</b>	<b>Total Miscellaneous State Funding</b>	<b>843,689</b>	<b>871,157</b>	<b>(27,468)</b>	<b>1,689,230</b>
<b>United Ways &amp; 708 Boards</b>							
2,233	2,233	2,233	United Way - Aurora	13,400	15,000	(1,600)	30,000
1,667	1,667	1,667	United Way - Elgin	10,000	10,000	0	20,000
103	244	790	United Way/CC other	1,946	3,000	(1,054)	6,000
83	83	83	United Way - Batavia	500	500	0	1,000
527	527	527	Community Chest - Geneva	3,163	3,163	0	6,326
2,667	2,667	2,667	United Way - Central Kane Co.	16,000	16,000	0	32,000
25,741	25,741	25,741	708 - So. Kane County (Aurora)	154,446	154,446	0	308,893
2,583	2,583	2,583	708 - Geneva	15,500	15,500	0	31,000
5,667	5,667	5,667	708 - Hanover Township	34,000	34,000	0	68,000
6,667	6,667	6,667	708 - St. Charles	40,000	40,000	0	80,000
2,083	2,083	2,083	708 - Kendall County	12,500	12,500	0	25,000
<b>50,021</b>	<b>50,162</b>	<b>50,709</b>	<b>Total United Ways &amp; 708 Boards</b>	<b>301,456</b>	<b>304,109</b>	<b>(2,653)</b>	<b>608,219</b>
<b>Special Events</b>							
101,532	1,245	1,000	Auction	103,777	88,000	15,777	88,000



# Association for Individual Development Income Statement

Six Months Ended December 31, 2011

Actual 2 mo. back 10/31/201	Actual Last Mont 11/30/201	Current Month 12/31/201	Description	Actual YTD	Budget YTD 12/31/2011	Variance YTD	Fiscal Year Budget
405	28,700	25,493	Membership	55,528	50,000	5,528	70,000
222	0	0	Telethon	774	0	774	90,000
720	1,342	2,005	Small Events	14,378	12,500	1,878	25,000
<b>102,879</b>	<b>31,287</b>	<b>28,498</b>	<b>Total Special Events</b>	<b>174,457</b>	<b>150,500</b>	<b>23,957</b>	<b>273,000</b>
<b>Contributions</b>							
19,141	57,036	237,231	Contributions - Restricted	377,766	93,500	284,266	187,000
145	1,284	3,821	Contributions - Unrestricted	36,290	22,000	14,290	44,000
73	73	106	Contributions - Staff	471	1,000	(529)	2,000
27,292	27,292	27,292	Contributions - In-Kind Rent	163,751	163,750	1	327,500
12,235	24,293	16,280	In Kind Donations	92,512	53,000	39,512	75,000
1,125	701	4,425	Bequests and Memorials	8,606	7,500	1,106	15,000
<b>60,011</b>	<b>110,677</b>	<b>289,154</b>	<b>Total Contributions</b>	<b>679,397</b>	<b>340,750</b>	<b>338,647</b>	<b>650,500</b>
<b>Program Fees</b>							
108,456	106,458	110,183	Client Program fees	665,632	703,616	(37,985)	1,412,138
(8,250)	(7,910)	(9,482)	Intermittent CILA Payouts	(50,376)	(55,500)	5,124	(111,000)
0	0	0	Client Fees - Camp & Retreat	0	0	0	4,200
1,746	1,994	1,226	Client Fees - Pool Lessons	12,694	16,000	(3,306)	32,000
1,684	0	240	Client Fees - Pool Contracts-Ext	1,924	3,500	(1,576)	7,000
500	440	440	Client Fees - Transportation	2,880	4,850	(1,970)	9,700
530	0	75	Program Activity Fees	1,524	4,500	(2,976)	9,000
1,183	3,743	4,376	CBO Early Intervention Income	17,730	29,000	(11,270)	58,000
0	0	275	Psychological Testing Income	275	0	275	0
(479)	0	68	Insurance Payments	482	2,500	(2,018)	5,000
453	328	188	Family & 3rd Party Co-Pays	2,032	2,500	(468)	5,000
3,333	3,333	3,333	Hesed House	19,998	20,000	(2)	40,000
0	0	831	Flex Funds Admin fee income	831	831	0	1,662
3,500	3,500	3,500	Provena Mercy	21,000	21,000	0	42,000
6,648	10,274	7,856	Elgin Family Services (SASS)	51,973	57,500	(5,527)	115,000
<b>119,303</b>	<b>122,159</b>	<b>123,109</b>	<b>Total Program Fees</b>	<b>748,598</b>	<b>810,297</b>	<b>(61,699)</b>	<b>1,629,700</b>

# Association for Individual Development Income Statement

Six Months Ended December 31, 2011

Actual 2 mo. back 10/31/201	Actual Last Mont 11/30/201	Current Month 12/31/201	Description	Actual YTD	Budget YTD 12/31/2011	Variance YTD	Fiscal Year Budget
<b>Sub-Contract Sales</b>							
14,999	1,520	12,945	Elgin Sub-Contract Sales	56,160	50,000	6,160	100,000
15,539	17,415	9,414	Aurora Sub-Contract Sales	98,296	140,000	(41,704)	280,000
31,427	29,487	29,627	Janitorial Sub-Contract	181,167	166,850	14,317	333,700
<b>61,965</b>	<b>48,422</b>	<b>51,985</b>	<b>Total Sub-Contract Sales</b>	<b>335,623</b>	<b>356,850</b>	<b>(21,226)</b>	<b>713,700</b>
<b>Other Income</b>							
0	0	0	Gain/Loss on sale of Fixed Assets	0	1,000	(1,000)	2,000
12	0	0	Interest Income	12	0	12	0
2,147	2,369	2,378	Food Income	13,392	14,500	(1,108)	29,000
1,845	1,603	1,666	Vending Income	12,307	15,000	(2,693)	30,000
855	0	0	Training income/reimbursement	36,505	39,999	(3,494)	80,000
5,508	5,508	5,508	Management fees-HUD Corps	33,465	33,050	415	66,100
14,794	15,317	15,473	LINK Income	86,069	89,054	(2,986)	178,242
150,159	120,000	117,000	RTA - Ride in Kane - JARC & NF	762,848	537,620	225,228	1,075,240
3,000	4,331	4,331	RTA - Ride in Kane - Mobility Mgt	24,655	25,985	(1,331)	51,971
2,415	1,058	1,200	Miscellaneous Income	5,347	5,000	347	10,000
<b>180,735</b>	<b>150,186</b>	<b>147,556</b>	<b>Total Miscellaneous Income</b>	<b>974,599</b>	<b>761,209</b>	<b>213,390</b>	<b>1,522,553</b>
<b>1,892,243</b>	<b>1,883,901</b>	<b>1,984,769</b>	<b>TOTAL REVENUES</b>	<b>11,264,109</b>	<b>10,965,204</b>	<b>298,905</b>	<b>21,848,238</b>
<b>EXPENSES</b>							
<b>Salaries</b>							
75,656	70,848	77,051	Salaries - Admin & Support	448,109	489,887	41,778	979,774
73,805	67,265	77,524	Salaries - Program Management	433,297	423,243	(10,054)	846,488
304,236	293,368	336,324	Salaries - Professional	1,814,858	1,976,919	162,061	3,953,840
(11,499)	(11,499)	(11,499)	Salaries - Professional - HUD reimb	(69,996)	(72,000)	(2,004)	(144,000)
418,792	370,627	436,658	Salaries - Direct Service	2,479,342	2,453,486	(25,855)	4,906,974
79,053	72,633	84,025	Salaries - Program Support	466,581	454,782	(11,799)	909,565
(3,065)	(2,336)	(2,713)	Salaries - Program Support - HUD reimb	(17,445)	(20,450)	(3,005)	(40,900)
<b>936,978</b>	<b>860,906</b>	<b>997,371</b>	<b>Total Salaries</b>	<b>5,554,747</b>	<b>5,705,868</b>	<b>151,121</b>	<b>11,411,741</b>

# Association for Individual Development Income Statement

Six Months Ended December 31, 2011

Actual 2 mo. back 10/31/201	Actual Last Mont 11/30/201	Current Month 12/31/201	Description	Actual YTD	Budget YTD 12/31/2011	Variance YTD	Fiscal Year Budget
<b>Benefits</b>							
118,964	113,230	119,639	5100 Group Medical Insurance	698,428	762,499	64,072	1,525,000
4,570	3,325	4,534	5110 Group Dental Insurance	24,318	34,999	10,682	70,000
9,321	9,316	9,318	5120 Life & Disability Insurance	56,598	59,999	3,401	120,000
14,855	16,893	17,493	5130 Workers Comp Insurance	95,690	139,999	44,309	280,000
55,106	87,748	49,758	5140 Employee Retirement	371,003	379,999	8,996	760,000
69,031	62,994	72,909	5150 Staff FICA Tax	408,034	432,499	24,466	865,000
(4,783)	(4,541)	(4,666)	5155 Employee Benefits - HUD reimb	(28,784)	(30,000)	(1,216)	(60,000)
0	60	0	5160 Unemployment Expense	60	19,999	19,940	40,000
0	0	10,381	5170 Tuition Reimbursement	11,231	17,499	6,268	35,000
0	1,580	0	5180 Employee Assistance Program	3,159	3,249	90	6,500
0	0	0	5190 Wellness Initiative	0	2,499	2,499	5,000
609	2,775	1,868	5195 Other Prof/HR Benefits/Pre Emp Tests	10,323	12,499	2,176	25,000
<u>267,672</u>	<u>293,379</u>	<u>281,233</u>	<b>Total Benefits</b>	<u>1,650,059</u>	<u>1,835,742</u>	<u>185,683</u>	<u>3,671,500</u>
<b>Client Salaries &amp; Benefits</b>							
35,225	37,281	34,391	5210 Client Salaries	221,337	211,500	(9,837)	423,000
2,695	2,852	2,631	5220 Client FICA	16,932	16,180	(752)	32,360
1,647	1,647	1,647	5230 Client Workers Compensation Insurance	9,881	15,000	5,119	30,000
<u>39,566</u>	<u>41,780</u>	<u>38,669</u>	<b>Total Client Salaries &amp; Benefits</b>	<u>248,151</u>	<u>242,680</u>	<u>(5,471)</u>	<u>485,360</u>
<b>Consultants &amp; Outside Services</b>							
1,600	800	2,400	5300 Audiology	10,400	9,750	(650)	19,500
5,375	7,920	5,637	5310 Psychiatrists	41,430	60,000	18,570	120,000
600	2,263	5,104	5320 Consult & Professional Fees	15,893	49,999	34,106	100,000
6,278	5,265	5,677	5322 Nursing - Consultants VNA	33,341	32,500	(842)	65,000
3,703	138	0	5325 Consultants - IT	6,647	14,999	8,352	30,000
750	0	0	5327 Intern stipends	1,500	6,000	4,500	12,000
0	272	2,314	5332 Temporary Services	5,808	1,000	(4,808)	2,000
7,644	13,500	11,791	5340 Outside Services - Respite	59,468	50,500	(8,968)	101,000
5,444	6,639	9,388	6450 IT Licenses/Maintenance/Supplies	48,308	73,315	25,008	146,632
0	(789)	0	6451 IT Supplies	0	0	0	0

# Association for Individual Development Income Statement

Six Months Ended December 31, 2011

Actual 2 mo. back 10/31/201	Actual Last Mont 11/30/201	Current Month 12/31/201	Description	Actual YTD	Budget YTD 12/31/2011	Variance YTD	Fiscal Year Budget
3,667	3,667	3,667	Audit Fees	22,000	24,999	2,999	50,000
175	208	2,106	Legal Services	3,114	9,999	6,885	20,000
<b>35,236</b>	<b>39,882</b>	<b>48,085</b>	<b>Total Consultants &amp; Outside Services</b>	<b>247,909</b>	<b>333,062</b>	<b>85,153</b>	<b>666,132</b>
<b>Supplies</b>							
4,865	2,344	3,775	Household/Sanitary/Safety Supplies	21,110	22,999	1,889	46,000
0	0	0	Camp & Retreat Expense	0	0	0	4,000
11,569	515	7	Special Events Auction Expenses	12,090	12,000	(90)	12,000
0	0	0	Special Events Telethon Expenses	0	0	0	23,500
160	1,960	0	Special Events Expenses - clients	10,557	5,500	(5,057)	11,000
100	1,210	0	Special Events Expenses - small events	5,562	3,600	(1,962)	7,200
12,235	24,293	16,280	In-Kind Expenses	92,512	53,000	(39,512)	75,000
19,348	10,628	15,330	Residences/Client Materials & Activities	72,798	54,999	(17,799)	110,000
5,611	2,546	3,266	Sub-contract/Jan-AID Supplies	23,807	13,500	(10,307)	27,000
58	(140)	179	Sub-Contract Shipping	636	0	(636)	0
2,570	2,471	926	Food Service Costs	12,341	10,500	(1,841)	21,000
24,391	26,891	22,907	Food Costs	140,995	140,999	4	282,000
3,539	4,154	4,622	Coffee/Water/Vending Supplies	21,421	19,850	(1,571)	39,700
<b>84,445</b>	<b>76,870</b>	<b>67,290</b>	<b>Total Supplies</b>	<b>413,830</b>	<b>336,948</b>	<b>(76,882)</b>	<b>658,400</b>
<b>Specific Assistance to Individuals</b>							
533	(533)	0	Rent for clients	0	0	0	0
0	0	0	Utilities for clients	0	300	300	600
4,383	899	623	Medications for clients	7,770	3,100	(4,670)	6,200
0	135	25	Medical/Dental for clients	1,372	2,250	878	4,500
<b>4,916</b>	<b>501</b>	<b>648</b>	<b>Total Specific Assistance to Individuals</b>	<b>9,142</b>	<b>5,650</b>	<b>(3,492)</b>	<b>11,300</b>
<b>Vehicles &amp; Transportation</b>							
13,965	13,998	11,089	Vehicle Operating Costs	80,182	70,000	(10,183)	140,000
6,167	2,297	17,396	Vehicle Repairs & Maint	50,916	52,500	1,584	105,000
2,836	2,860	2,989	Vehicle Insurance	17,085	18,799	1,714	38,000
0	0	0	Vehicle Rental	0	750	750	1,500

## Six Months Ended December 31, 2011

## Depreciation & Amortization

# Association for Individual Development Income Statement

Six Months Ended December 31, 2011

Actual 2 mo. back 10/31/201	Actual Last Mont 11/30/201	Current Month 12/31/201	Description	Actual YTD	Budget YTD 12/31/2011	Variance YTD	Fiscal Year Budget
46,444	46,239	46,464	Depreciation expense	278,536	286,728	8,193	573,458
228	228	228	Amortization expense	1,365	1,365	0	2,730
<u>46,672</u>	<u>46,467</u>	<u>46,692</u>	<b>Total Depreciation &amp; Amortization</b>	<b>279,901</b>	<b>288,093</b>	<b>8,193</b>	<b>576,188</b>
<b>Other Expenses</b>							
1,374	1,460	2,312	Advertising/Job Recruiting	8,961	7,499	(1,462)	15,000
440	1,530	561	Bank Fees	4,829	2,500	(2,329)	5,000
920	1,073	810	Conferences & Meetings	4,253	5,999	1,746	12,000
1,123	600	1,058	Publications & Subscriptions	8,848	6,999	(1,848)	14,000
5,543	5,947	5,361	License, Permits, Dues, CARF Accred	35,376	34,999	(377)	70,000
8,012	7,002	4,286	Office Supplies	33,349	32,499	(850)	65,000
7,999	8,964	8,040	Payroll Service Fees	47,158	43,999	(3,158)	88,000
2,707	1,512	1,061	Postage	8,938	8,999	62	18,000
776	2,913	4,365	Printing	11,074	5,999	(5,075)	12,000
150,159	120,000	117,000	RTA - Ride in Kane - JARC & NF	762,847	537,620	(225,227)	1,075,240
650	650	650	RTA - Ride in Kane - Mobility Mgt	3,900	3,897	(3)	7,794
0	0	0	Employee Recognition	0	9,999	9,999	20,000
4,190	458	857	Staff Training	12,281	8,999	(3,282)	18,000
0	0	0	Interest Expense - other	89	12,500	12,411	25,000
0	0	0	Bad Debts	617	15,000	14,383	30,000
0	0	0	Bequest & Memorials Pass Through	0	7,500	7,500	15,000
753	(2,045)	1,546	Miscellaneous Expense	4,666	2,500	(2,166)	5,000
0	109	0	Cash over/short	90	0	(90)	0
0	0	11,636	HFS TAC Participation Fees	23,272	22,500	(772)	45,000
0	0	0	Program Support Allocation	0	(369)	(369)	0
0	0	0	Admin Allocation	0	(1)	(1)	0
<u>184,647</u>	<u>150,175</u>	<u>159,543</u>	<b>Total Other Expenses</b>	<b>970,547</b>	<b>769,640</b>	<b>(200,908)</b>	<b>1,540,034</b>
<u>1,809,365</u>	<u>1,721,318</u>	<u>1,894,362</u>	<b>TOTAL EXPENSES</b>	<b>10,718,513</b>	<b>10,915,337</b>	<b>196,823</b>	<b>21,842,690</b>
<u>82,878</u>	<u>162,583</u>	<u>90,406</u>	<b>NET SURPLUS/(DEFICIT)</b>	<b>545,596</b>	<b>49,867</b>	<b>495,729</b>	<b>5,548</b>

**ECKER CENTER FOR MENTAL HEALTH**

**Date:** January 27, 2012

**City of St. Charles  
708 Mental Health Board  
Accountability Report for funds Expended**

**Agency Name:** Ecker Center for Mental Health

**Contact Person:** Karen Beyer **Phone #:** 847-695-0484

**Main Office Address:** 1845 Grandstand Place  
Elgin, IL 60123

**Funding requested from City of St. Charles 708 Board for fiscal year 12/13:**  
\$65,000

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

Our mission is to provide quality mental health services that are courteous, accessible and responsive to community needs. St. Charles residents receive individual and group therapy services at our St. Charles and Elgin offices. They also receive emergency psychiatric assessments, available around the clock 365 days a year, at Delnor, Sherman or Provena St. Joseph Hospitals. The emergency assessments may include facilitation of hospitalization, supportive counseling or referrals to appropriate programs at the Ecker Center or other organizations. St. Charles residents also use the services of Ecker Center's psychiatrists who prescribe medications and nurses who help them obtain those medications and use them correctly to treat their mental illnesses. Case managers provide assistance in obtaining money on which to live, housing, dental and medical care as well as personal monitoring to help people avoid hospitalization. Psychosocial Rehabilitation services help residents of St. Charles, who have severe mental illnesses, learn skills of daily living, illness management and job readiness.

On occasion a St. Charles resident may require daily supervision at one of Ecker's five supervised living facilities. Two of the residences are supervised 24 hours a day and two are supervised only during the day. A fifth very short term residential program is available to St. Charles residents who have an acute mental illness that does not require hospitalization and to residents who are leaving a short hospitalization and are not yet ready to return to the community. These residential facilities are located in Elgin.



**Describe specific goals that fit City's mission and indicate how goals will be accomplished.**

The Ecker Center's goal of providing comprehensive mental health services assists the City in its stewardship role of maintaining the social character of the City. The Ecker Center offers those citizens who are suffering from a mental illness the assistance they need to maintain their contributions to the City's positive social character, or in their recovery process begin to assume contributions to the positive social character of the community. These same services can help some citizens dramatically lighten their personal and/or family burden and preoccupation with mental illness and assist them in achieving the positive mental health that is required to provide input to the City governmental process, as well as other civic activities in the community.

The Ecker Center's goal of collaboration with the City of St. Charles includes its grateful receipt of funding from the City's Mental Health Board and its provision of counseling services in its City of St. Charles office as well as its presence at the nearest local hospital, Delnor's Emergency Department, when assistance in evaluation and state funded inpatient treatment is needed by a St. Charles resident.

The Ecker Center Psychiatric Emergency Program helps the City of St. Charles provide a safe and secure community for its citizens. The Ecker Center's Psychiatric Emergency Program is the only such program serving the St. Charles area. It provides quick, round the clock assessment and intervention in true psychiatric emergencies. The program helps those who would harm themselves or others due to severe untreated psychosis and depression, and in this manner the Ecker Center contributes to the safety and security of the community.

Like the City of St. Charles, the Ecker Center strives to treat its customers with courtesy, respect and dignity at all times and to continually engage in a positive approach to problem solving.

The City of St. Charles and the Ecker Center share the goal of outcome driven decisions and service provision. The Ecker Center's community programs have clinical outcomes that are continually measured. The goals and objectives (outcomes) in its strategic plan are measured quarterly.

Like the City, the Ecker Center is committed to best practices in its field. The Center is constantly modifying its services to reflect the recognized best practices and evidence based practices in the field of mental health treatment and recovery services. The Ecker Center clearly documents continuous performance improvement process at all levels of the organization, which helps it provide the best services possible. The Center is accredited by the Joint Commission which holds its accredited organizations to high standards of clinical performance and adherence to the latest best practices.

The Ecker Center's bilingual staff and staff training in cultural sensitivity reflect commitment to group and cultural diversity.

The Ecker Center is continually striving to provide services that meet the actual needs of citizens of the City of St. Charles and as a result the Center actively seeks funding from a wide range of sources: private, corporate and governmental.

**Describe how funds will be expended and quantify services provided to the City of St. Charles (e.g., City of St. Charles persons served, cost allocated to St. Charles services of \$243,600.00, program descriptions, and other pertinent information). Also attach budget detailing sources (grants, other municipalities' contributions, fundraisers, and any other sources of funding –actual or being sought):**

All of St. Charles Mental Health Funds would be expended on all of Ecker Center's services on behalf of St. Charles residents. The following services are provided by the Ecker Center. Ecker Center's psychiatrists provide adults with evaluations, medication prescriptions and monitoring. Nurses provide medication monitoring, injections and assistance in obtaining medications and/or required medical tests. Case managers provide assistance in obtaining stable sources of income, food, clothing, housing, medical and dental care and they monitor clients to avert crisis. Psychiatric Emergency Program (PEP) staff will be available to St. Charles residents of any age who are experiencing a psychiatric crisis at any time of the day or night. The PEP therapists will provide evaluations, make referrals and help arrange for psychiatric inpatient treatment for those who require it. Therapists will provide evaluations, individual and group counseling and referrals. Psychosocial rehabilitation staff will assist adults with severe mental illnesses to manage their illnesses and learn to handle the tasks of daily living adequately.

Four residential options are available to community residents. The most intensive is the short-stay Crisis Residential Program, for those in severe psychiatric crisis. The program is staffed twenty-four hours a day and has a nurse on most shifts. A psychiatrist visits the clients frequently to monitor their progress and adjust their medications. A second longer term residential option provides twenty four hour supervision, meal preparation and on-site case management at the living facility. A third residential program provides day-time supervision and on-site case management to clients who live in their own apartments and prepare their own meals. A fourth option provides assistance in paying rent and off-site case management to adults living in their own apartments.

The state of Illinois supplied about 65% of the Ecker Center's revenue in the last fiscal year. 51% of this funding was grants and the remaining 49% was payments for services after they were provided and billed (fee for service). In October, 2010

the state slashed the duration and types of all but one of our outpatient services that it funded on a fee for service basis for clients without Medicaid. Since then the State has hired three managed care companies to manage the services provided to Medicaid patients. As a result we must ask for pre authorizations before providing many services. This is a very time consuming process. At the beginning of this fiscal year the state reduced our grant funding and recently restored most of that money. The state continues to pay us slowly and owes us about a million dollars at this time. We are increasing our efforts to raise foundation grants and other donations and keeping expenses as low as possible to continue to provide the needed services under these conditions.

(see also attached Budget FY 2011 St. Charles Residents)

**St. Charles 708 Fund Expenditure History – explains how funds allocated from previous year were expended and purposes of those expenditures. Note: if funding allocation is over \$25,000, attached most recent financial statements, audit and annual report:**

Funds were expended for staff, commodities, contractual services, and other expenses. Management and general expenses comprised 12.5% of total expenditures.

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

**Direct service:** number of individual clients/consumers served: 229

**Aggregate number of direct service hours provided:** 1,680

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

City of St. Charles residents are served mainly in our St. Charles office, but are also seen in the Elgin and Streamwood offices. Costs to provide services to consumers vary by the type of services rendered. Ecker Center's costs for one hour of service range from \$15 for Psycho-Social Rehabilitation to \$210 for a psychiatric visit. Extending our standard costs per procedure hour gives us a standard total expense of \$243,600. That amount divided by the total number of hours devoted to St. Charles residents (1,680) gives us a cost basis per consumer per hour of \$145.

**Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).**

The Ecker Center works very closely with the Lazarus House providing therapy services just a block away from the Lazarus House in St. Charles. Ecker Center joined Lazarus House and other social service organizations to apply for an IDHEA housing subsidies grant program that was possible because of the collaborative effort. Low income St. Charles residents are benefiting from the housing subsidies that the collaborative was able to obtain. The Ecker Center participates in a SAMHSA grant written by the Renz Center that provides quick access to Ecker services and joint treatment planning for clients served by both Renz and the Ecker Center. The Ecker Center sublets office space from the Renz Center in St. Charles and this is a cost saving option for both organizations.

The Ecker Center participates in the Kane County (mental health) Treatment Alternative Court (TAC) by providing services to people referred by the Court, staffing new cases and serving in an advisory capacity to TAC. Ecker Center has produced more successful graduates of the TAC program than any other participating agency.

The Ecker Center provides meeting space for NAMI, the National Alliance for the Mentally Ill, Kane County Chapter. NAMI is a nonprofit membership group that provides support, education and advocacy for persons with mental illnesses and their families.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.**

**Attach a copy of current 503C or tax exempt status certification.**

**Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000.00 in any fiscal year are also subject to the following requirements:**

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at a date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

**Funding request amount for current fiscal year \$ 65,000 Application Date: January  
27, 2012**

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$ \_\_\_\_\_**

**Recommendation Date: \_\_\_\_\_**

## *Ecker Center for Mental Health*

### **Self Funding Efforts that Specifically Benefit St. Charles Residents in FY 2012**

#### **Fundraising Events**

- Festival of Trees sale and gala
- Annual appeal letter
- Spring fundraiser
- Annual awards breakfast
- Shop and Share resale store proceeds

#### **General Operating Donations**

- Rotary, Fideliters, Junior Women's Club and Cosmopolitan Clubs
- Verizon Foundation
- St. Charles Township

#### **Grants to Specific Programs**

- United Way of Central Kane County
- State of Illinois Division of Mental Health
- St. Charles Kiwanis Foundation

#### **Capital and Housing Grants**

- City of Elgin Community Development Block Grant for retaining wall replacement
- HUD, Illinois Housing Development Authority and Division of Mental Health housing subsidies to individual clients, Hanover Township Mental Health Board, Seigle Family Foundation, Community Foundation of the Fox River Valley, Elgin Junior Service Board

#### **Fee for Service**

- Private medical insurance
- State of Illinois Division of Mental Health and Healthcare and Family Services
  - Payments for Medicare and Medicaid services that we provide and bill for

# Ecker Center for Mental Health

## Budget F' 2012

### Statement of Activity

	<b>St. Charles</b>	
	<b>F' 2012</b>	<b>F' 2012</b>
	<b>Budget</b>	<b>Budget</b>
Contributions	5,656	85,700
In-kind Contributions	13,200	200,000
United Way - Barrington	545	8,250
United Way - Elgin	3,630	55,000
Far Northwest Suburban United Way	1,980	30,000
United Way-St. Charles	792	12,000
Community Chest-Geneva	81	1,220
Total Public Support	25,884	392,170
Geneva 708 Board	1,954	29,600
Hanover Mental Health	6,224	94,300
St. Charles 708 Board	5,940	90,000
Mental Health and Mental Retardation Services	337	5,100
Grant-In-Aid	96,916	1,468,419
DMH/DD TXX	0	0
Barrington Township	515	7,800
HUD	22,323	338,232
Kane County-Treatment Alternative Court	1,238	18,750
Renz/SAMHSA CHIP Program	2,574	39,000
Other government grants	0	0
Fee For Service - Medicaid	78,692	1,192,300
Fee For Service - Non-Medicaid	13,418	203,300
Fee For Serv.-PAS Eval.	2,831	42,900
Fee For Service - HBS	79	1,200
Total Fees & Grants - Governmental	233,041	3,530,901
Festival of Trees	3,346	50,700
Summer Fundraiser	46	700
Spring Fundraiser	13	200
Golf Outting	0	0
Shop & Share	33	500
Awards Event	185	2,800
Direct Mailings	218	3,300
Memorials	0	0
Total Fundraising	3,841	58,200
Patient Fees - Voluntary	3,742	56,700
Private Insurance Payments	1,815	27,500
Patient Fees - Public Aid	1,439	21,800
Medicare	4,389	66,500
Rental income- clients	9,226	139,790
Reimbursements - CILA	4,521	68,500
EHA Rent Subsidy	185	2,800

Fee for Service - Rep Payee	548	8,300
Contracts-US Probation Office	48	720
Contracts - St. Joe's	1,980	30,000
Contracts-SASS	4,752	72,000
Contracts - PEP	3,214	48,700
Total Program Service Fees	35,859	543,310

Interest Income	2,072	31,400
Unrealized Gain/Loss on Invest	0	0
Report Writing	680	10,300
Miscellaneous income	601	9,100
Rental Income	1,267	19,200
Total Other Revenue	4,620	70,000

Total Revenues	303,245	4,594,581
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Salaries - Administrative	36,374	551,125
Salaries - Professional	107,044	1,621,879
Personnel Pool	4,765	72,201
Payroll Taxes - FICA	11,336	171,758
Insurance-Unemployment	3,181	48,190
Insurance - Group Medical	21,529	326,190
Insurance - Workers' Comp.	4,762	72,145
Insurance - LT Disability	711	10,774
Insurance - ST Disability	731	11,070
Retirement	5,869	88,930
Recruitment	421	6,385
Temporary Services	937	14,200
Training & Ed -T&E Committee	125	1,895
Training & Education-M-Team	177	2,675
CPR Training Fees	84	1,275
Total Personnel and Benefits	198,046	3,000,692

Consultation - Doctors	30,631	464,100
Rep. & Maint.-Equipment	406	6,150
Prog. Expenses - Supplies	175	2,650
Program Expenses - Events	145	2,200
Prog. Expenses - Pharmacy	249	3,775
Program Exp.-Subscriptions	505	7,650
Program Exp.-Equipment	145	2,200
Program Exp.-Cell & Pager	265	4,020
Food	2,441	36,980
Vehicle Oper. & Maint.	278	4,205
Volunteer Stipends	264	4,000
In-Kind Medications	13,200	200,000
In-Kind food	0	0
In-Kind supplies	0	0
Total Program Expenses	48,704	737,930

Specific Assistance - Rent	5,042	76,400
Specific Assistance - Food	55	840
Spec. Assist. Meds/Treat	302	4,580
Specific Assist.-Transport.	623	9,445
Specific Assist.-Misc.	347	5,260



Spec. Assist. - Utilities	172	2,600
Spec. Assist. - Clothes	0	0
Spec. Assist. - Hygiene	8	120
Spec. Assist. - Furnishings	7	100
Total Specific Assistance to Clients	6,556	99,345
Rental Of Facilities	18,183	275,500
Electricity	5,742	87,005
Gas	1,114	16,875
Water	1,094	16,580
Scavenger	713	10,805
Exterminating	78	1,175
Janitorial & Supplies	3,513	53,225
Fire System Maintenance	327	4,950
Elevator Maintenance	363	5,500
Door & Key Maintenance	37	555
Repairs-electrical	223	3,375
Repairs-plumbing	413	6,250
Repairs-general	2,421	36,685
Hardware & supplies	272	4,115
HVAC	617	9,350
Rep. & Maint.-Grounds	982	14,875
Contractors	158	2,400
Real Estate Taxes	59	900
Insurance-Prop. & Liab.	2,850	43,185
Insurance-Liab. Umbrella	73	1,100
Interest Expense - Mortgage	3,851	58,350
Total Occupancy	43,083	652,755
FR exp - Festival of Trees	904	13,700
Annual Awards Event	112	1,700
FR Exp - Golf Outting	0	0
Fundraising Exp.-Misc.	0	0
Dues and memberships	997	15,100
Marketing & PR	205	3,100
Annual board meeting	33	500
Total Development & PR	2,251	34,100
Payroll Service	436	6,600
Accounting & Audit	1,155	17,500
Legal	660	10,000
All Staff Activ/Recogn/Anniver	634	9,606
JCAHO Survey	332	5,025
Bank Charges	218	3,300
Interest expense	0	0
Insurance-Directors/Officer	380	5,750
Miscellaneous Expense	1,775	26,900
Total	5,590	84,681
Stationery/printing	81	1,225
Office Equip. & Supplies	2,915	44,170
Office Supplies-Software	1,076	16,300
Consultants	2,712	41,085
Rental Of Equipment	106	1,600
Telephone	2,345	35,525

Postage	290	4,400
Business Travel	1,143	17,325
Total Other Expenses	10,668	161,630
Depreciation	6,932	105,037
Total Depreciation	6,932	105,037
Total Expenses	321,830	4,876,170
NET SURPLUS/(DEFICIT)	-18,585	-281,589

# Ecker Center for Mental Health

## Statement of Activity

	Month Actual 12/31/2011	Month Budget 12/31/2011	Year to Date Actual 12/31/2011	Year to Date Budget 12/31/2011	Year to Date Variance	Percent Variance
Revenues						
Public Support	6,531	49,642	84,670	72,852	11,818	16.22%
Fees & Grants - Governmental	452,466	305,458	2,016,010	1,738,398	277,612	15.97%
Fundraising	8,830	3,800	62,370	55,200	7,170	12.99%
Program Service Fees	23,262	41,940	205,596	271,640	(66,044)	(24.31)%
Other Revenue	7,117	5,833	12,746	34,998	(22,252)	(63.58)%
Total Revenues	498,205	406,673	2,381,392	2,173,088	208,304	9.59%
Expenses						
Personnel and Benefits	361,028	325,685	1,432,788	1,505,225	72,437	4.81%
Program Expenses	58,450	59,703	234,607	268,968	34,361	12.78%
Specific Assistance to Clients	4,805	8,278	43,558	49,668	6,110	12.30%
Occupancy	52,455	54,389	323,754	326,343	2,589	0.79%
Development & PR	1,129	1,516	27,171	23,296	(3,875)	(16.63)%
Management & General	2,452	15,362	29,293	46,842	17,549	37.46%
Other Expenses	19,078	14,197	74,415	81,182	6,767	8.34%
Depreciation	8,600	8,753	51,603	52,518	915	1.74%
Total Expenses	507,999	487,883	2,217,189	2,354,042	136,853	5.81%
NET SURPLUS/(DEFICIT)	(9,793)	(81,210)	164,203	(180,954)	345,157	190.74%

# Ecker Center for Mental Health

## Statement of Financial Position

	Current Year 12/31/2011	Prior Year 12/31/2010	Variance
<b>Assets</b>			
Current Assets	863,168.35	1,134,935.16	(271,766.81)
Long Term Investments	157,611.58	158,863.20	(1,251.62)
Receivables	1,350,766.60	701,964.53	648,802.07
Other Current Assets	21,152.24	12,091.20	9,061.04
Fixed Assets	1,809,123.07	1,737,343.28	71,779.79
<b>Total Assets</b>	<b>4,201,821.84</b>	<b>3,745,197.37</b>	<b>456,624.47</b>
<b>Liabilities and Net Assets</b>			
<b>Liabilities</b>			
Current Liabilities	210,873.72	263,320.20	52,446.48
Long-term Liabilities	961,748.60	1,011,007.97	49,259.37
<b>Total Liabilities</b>	<b>1,172,622.32</b>	<b>1,274,328.17</b>	<b>101,705.85</b>
<b>Net Assets</b>			
Unrestricted Net Assets	3,029,199.52	2,470,869.20	558,330.32
<b>Total Net Assets</b>	<b>3,029,199.52</b>	<b>2,470,869.20</b>	<b>558,330.32</b>
<b>Total Liabilities and Net Assets</b>	<b>4,201,821.84</b>	<b>3,745,197.37</b>	<b>(456,624.47)</b>

**FOX VALLEY VOLUNTEER HOSPICE**

**Date: January 27, 2012**

**City of St. Charles  
708 Mental Health Board  
Accountability Report for Funds Expended**

Agency Name: Fox Valley Volunteer Hospice

Contact Person: Kathy Melone Phone #: 630-232-2233 ext. 221

Main Office Address: 200 Whitfield Drive, Geneva, IL 60134

Funding Requested from City of St. Charles 708 Board for Fiscal Year 11/12: \$32,000

Describe mission (include narrative explaining how mission relates to City of St. Charles):

The mission of Fox Valley Volunteer Hospice is to enhance the quality of life by providing the best in compassionate services to persons with life-threatening illnesses and the bereaved. All services provided by FVVH are free of charge. Our agency provides support and care to persons with a life expectancy prognosis of 12 months or less, and who may still be seeking curative treatment and are not eligible to access care from a Medicare-certified hospice. We are the only hospice offering these services to the residents of St. Charles.

At FVVH we directly impact the mental health of the clients we serve. We have been providing both practical and emotional support to grieving persons and their families since 1981. In the past 31 years, we have served thousands of clients from St. Charles and the surrounding communities. Now more than ever, families in our community need the services of FVVH. The family unit is no longer rigidly defined and families are increasingly mobile and isolated. Fewer families have extended family in close proximity to support them through the death of a loved one. Our bereavement care services reach out to these individuals in their time of need, providing invaluable resources. Also, more families are currently struggling to make ends meet. FVVH provides all services free of charge, making these important services accessible to a wide range of people from all economic sectors.

Bereavement care offered by FVVH is a philosophy of care which attempts to put control back into an individual's life by providing support and assistance with immediate needs once a loved one has died. The bereavement care program resources include support groups led by trained facilitators, support by a volunteer with special training in grief work, and one-on-one short term grief counseling with one of our social workers. Support groups are available for adults and children covering a wide variety of loss.

The death of a loved one can cause great upheaval in an individual's life – depression and a sense of hopelessness are common and can contribute to a number of life altering experiences like excessive alcohol use, drug use, the loss of a job, and/or isolation from other family members. Our programs provide support, assistance and instill important coping strategies to guard against these types of negative consequences. After taking part in FVVH's bereavement care services, clients have improved knowledge of grief issues, coping strategies, stress management strategies, and helpful community resources. Ideally, their quality of life and mental and emotional health are enhanced, allowing them to be productive, happy members of our community.

Agency Name: Fox Valley Volunteer Hospice

Research shows that experiencing a death of someone close to them is a life altering and highly stressful event for children and families. Children and adults grieve differently. Children who are not supported in the early phases of grieving can develop serious emotional and behavioral problems that can lead to major psychological disorders. Grief is not a “one-time” experience. Current research indicates that children who are not allowed to grieve are at a higher risk of difficulties in school, are more prone to angry outbursts, aggressive behaviors and a loss of self-esteem. Unresolved childhood grief can lead to behavior and school problems, substance abuse, suicidal ideation and depression. FVVH’s programs give children an opportunity to express themselves in a compassionate setting with their peers and begin to heal. Studies confirm that adults who are unable to move through stages of grieving as children are at a significant risk for developing depression and anxiety.

FVVH’s youth bereavement care programs serve children between the ages of 5 and 18 who have experienced a death loss of a person close to them, and the families of the children. We address the unique grieving needs of these children and their families. Children are allowed, and gently encouraged, to express their grief in a safe environment through developmentally appropriate activities. Parents/guardians are advised of the developmental component to child grief and how this grief can change and be revisited at various stages in a child’s life. The adults are also advised about how to identify different grieving styles and how to support the entire family during this difficult time.

Describe specific goals that fit City’s mission and indicate how goals will be accomplished.

The mission of the City of St. Charles is stewardship, engagement and collaboration. Our philosophy of hospice care, and therefore our goal, is to steward families and individuals through illness and death, and accompany children and adults through their grieving to an emotionally healthy and fulfilling life. We engage the community by offering extensive direct service volunteer training; additional opportunities for volunteer activities; and educational workshops for service organizations, churches and schools on grief issues. We collaborate with other agencies such as hospitals, Suicide Prevention, AID, Living Well and Medicare hospices in the area in patient/client referrals.

Describe how funds will be expended and quantify services provided to the City of St. Charles (e.g., City of St. Charles persons served, cost allocated to services, program descriptions, and other pertinent information). Also, attach budget detailing sources (grants, other municipalities’ contributions, fundraisers, and any other sources of funding) – actual or being sought:

The funds from the City of St. Charles will be used to support our extensive Youth and Adult Bereavement programs as described earlier in this grant. In 2011 FVVH served 158 St. Charles residents. Our cost basis is measured by days of care for hospice patients and in hours for bereavement clients. The cost of hospice care is \$40 per day. The cost of bereavement services is \$43 per hour. A detailed list of our programs and descriptions is included in Attachment A. A budget detailing our revenue sources is included in Attachment B.

Agency Name: Fox Valley Volunteer Hospice

St. Charles 708 Fund Expenditure History – explain how funds allocated from previous year were expended and purposes of those expenditures. Note: if funding allocation is over \$25,000, attach most recent financial statements, audit and annual report:

The funds were expended on professional patient and family assessments, bereavement counseling and hospice care by FVVH staff members. Funds were also expended on volunteer training and materials for educational outreach. Our volunteers are highly trained to work with hospice patients and their families as well as bereaved clients and children. We offer professional support and counseling to these volunteers, including one-on-one sessions and mandatory continuing education. Our staff and outreach volunteers are trained to speak to service organizations, schools and churches on bereavement and end-of-life issues.

Our Youth Bereavement Services include group counseling sessions where children are with their peers who have suffered a similar loss, one-on-one counseling and support, and emergency consultation to schools and families who have experienced a death loss. Adult Bereavement Services enable participants to develop coping skills to help them with the long term grieving process. All of these services are provided free of charge to individuals regardless of age, race, creed or socio-economic background.

On an annualized (12 month) basis, provide information on City of St. Charles residents served:

Direct service: number of individual clients/consumers served: 158

Aggregate number of direct service hours provided: 3,680 days of care for hospice patients, 1,293 direct service hours provided for bereavement services

Describe agency cost basis per client/consumer served (e.g., per hour cost and /or program costs allocated to City of St. Charles residents and how this was derived):

Our cost basis is measured by days of care for hospice patients and in hours for bereavement clients. The cost of hospice care is \$40 per day. The cost of bereavement services is \$43 per hour. The hospice care cost for St. Charles is \$147,200 and bereavement service cost is \$55,599.

Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).

A free equipment loan closet (wheel chairs, walkers, etc.) and library (stocked with books and videos on end-of-life and grief issues) are available to all St. Charles residents. We have extensive volunteer training programs for bereavement programs (18 hours), hospice (30 hours), and outreach services (3 hours) that are attended by many St. Charles residents. And volunteers and staff give educational presentations to groups such as local businesses, churches of all faiths, schools and service organizations in St. Charles.

Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members. (Attachment C)

Attach a copy of current 503(c) or tax exempt status certification. (Attachment D)



Date: January 27, 2012

Agency Name: Fox Valley Volunteer Hospice

Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000.00 in any fiscal year are also subject to the following requirements:

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at a date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

Funding request amount for current fiscal year \$32,000      Application Date: January 27, 2012

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$**\_\_\_\_\_ **Recommendation Date:** \_\_\_\_\_

# FY' 2012 Budget

	Approved 2012 Budget
<b>Revenue</b>	
Memorials	\$ 21,000.00
Donations	\$ 85,000.00
Bequest	\$ 10,000.00
Special Events	
Garden Party	\$215,000.00
Hospice Hike	\$ 30,000.00
Third Party Events	\$ 5,200.00
Other	\$ 100.00
Foundation/Grants	\$115,000.00
Mental Health/708	\$ 60,000.00
Comm. Chest/United Way	\$ 24,700.00
Interest Income	\$ 750.00
Investment Spending Rate	\$190,750.00
Misc. Income	\$ -
<b>Total Income</b>	<b>\$757,500.00</b>
<b>Expenses</b>	
Wages	\$488,050.00
Payroll Taxes	\$ 41,500.00
W/C	\$ 3,800.00
A.D. & Group Life Ins./STD	\$ 4,000.00
Pension Expense	\$ -
Health Ins.	\$ 8,000.00
Acct. Fees	\$ 9,850.00
Technology Fees	\$ -
Professional Fees	\$ 13,825.00
Staff Education	\$ -
Comm. Ed. Expense	\$ 12,500.00
General Office	\$ 5,500.00
Patient Supply	\$ -
Telephone	\$ 13,000.00
Postage	\$ 12,500.00
Utilities	\$ 5,500.00
Building Main.	\$ 16,500.00
Printing/Copy	\$ 15,000.00
Travel	\$ 5,250.00
Dues/Subscriptions	\$ 5,050.00
Volunteer Support	\$ 750.00
Liab. D&O Insurance	\$ 10,000.00
Special Events	
Garden Party	\$ 60,000.00
Hospice Hike	\$ 5,000.00
Third Party Events	\$ 100.00
Other	\$ 2,500.00
Bank Charges	\$ 500.00
Investment Mangmnt Fees	\$ 18,500.00
Misc. Expense	\$ 55.00
Real Estate Taxes	\$ 270.00
<b>Total Expenses</b>	<b>\$757,500.00</b>
<b>Income from Operations</b>	<b>\$ -</b>

# Financial Statement

Balance Sheet for Year Ending January 31, 2011

## Assets

### Assets/Current

Cash & Equivalents \$ 135,585  
Prepaid Expenses & Other Assets 14,707

#### Total Current Assets

\$ 150,292

### Investments

\$ 3,596,876

### Property & Equipment

Land \$ 320,684  
Building & Improvements 633,398  
Equipment & Furniture 303,914  
Less Accumulated Depreciation (603,178)

#### Net Property & Equipment

\$ 654,818

#### Total Assets

\$ 4,401,986

## Liabilities & Net Assets

### Current Liabilities

Accounts Payable & Accrued Expenses \$ 46,199  
Deferred Revenue 39,157

#### Total Current Liabilities

\$ 85,356

### Net Assets

#### Unrestricted:

Operating \$ 532,984  
Quasi Endowment 3,057,344  
Net Investment in Property & Equipment 654,818

Total Unrestricted Net Assets 4,245,146

Temporarily Restricted 71,484

#### Total Net Assets

\$ 4,316,630

#### Total Liabilities & Net Assets

\$ 4,401,986

## Revenue

Contributions \$ 163,641  
Foundations & Grants 178,760  
United Way 25,024

#### Special Events:

Sponsorships & Donations 62,335  
Event Revenue 185,376

Interest Income 228

Miscellaneous Income 0

Investment Return Designated for Operations 181,257

Net Assets Released from Restrictions 0

#### Total Revenue

\$ 796,621

## Expenses

Program \$ 561,359  
Supporting Services 106,839  
Cost of Special Event 68,540  
Fundraising 52,075

#### Total Expenses

\$ 788,813

Increase (Decrease) in Net Assets Before Other Changes 7,808

#### Other Changes

Investment Return, Net Amount Designated for Operation 275,747

#### Increase (Decrease) in Net Assets

\$ 283,555

#### Net Assets, Beginning of Year

\$ 4,033,075

#### Net Assets, End of Year

\$ 4,316,630

**LAZARUS HOUSE**

Date: February 2, 2012

**City of St. Charles  
708 Mental Health Board  
Accountability Report for funds Expended**

Agency Name: Lazarus House

Contact Person: Liz Eakins, Executive Director Phone #: (630) 587-2144

Main Office Address: 214 Walnut St.

St. Charles, IL 60174

**Funding requested from City of St. Charles 708 Board for fiscal year 12/13: \$ 41,900/ 45,600\***

*\* The initial figure of \$41,900 request is based on 10% of the estimated cost of service to adults. It does not include costs related to the children of these adults. The second figure of \$45,600 includes 10% of the projected cost of also serving the children of those with mental health, developmental disabilities, substance abuse, and/or drug abuse issues. However, this projection for children may be conservative as children served in the first six months of this fiscal year has been significant--as high or higher than the entire 12-month figure for the prior 2 years. Neither figure includes the projected cost of care that Lazarus House provides to any other St Charles residents that are at risk of these issues (such as domestic violence victims and their children).*

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

The mission of Lazarus House is to provide hospitality, food, safe shelter, and support services to men, women, and children connected to our community who are homeless or in need. The purpose of services is to assist clients to increase self-sufficiency with the goal of achieving and maintaining permanent housing. Lazarus House has an Emergency Shelter Program and a Center for Transitional Living Program--both serving those connected to Batavia, Geneva, St. Charles, and western rural Kane County, Illinois. In 2006 a new Women and Children's Day Center (which is part of the Emergency Shelter program.) was added along with an expanded Homeless Prevention/Outreach program. In 2008 a nearby building was purchased to provide desperately needed space for the Outreach program and for other operating needs. This building, the Community Resource Center, opened in October, 2008.

**Describe specific goals that fit City's mission and indicate how goals will be accomplished.**

Lazarus House goals that support the City's mission include:

- Help homeless persons return to independent living with the skills and habits needed for long-term success.
- Offer services and referrals to those in need in our community in order to prevent homelessness and support the well being of individuals and their families.

These goals are enabled by activities of stewardship and collaboration that form a core part of the City of St. Charles' mission. The goal of the St Charles 708 Community Mental Health Board is to assist with services for City of St Charles residents with, or at risk of, mental disorders, developmental disabilities, substance abuse, and/or drug abuse. Through its homeless and homeless prevention programs, Lazarus House serves residents of St Charles who have, or at risk of having, these conditions. Specifically, Lazarus House will collaborate with the City of St. Charles, the County, area social service agencies and landlords to provide the support services needed by homeless St. Charles residents (many with mental health or substance abuse issues) to help them gain and retain permanent housing. Through its state and federal funded rental subsidy programs, Lazarus House will also work with qualifying St. Charles families at risk of losing housing to provide rental assistance and support services. The goal is to enable households to retain permanent housing and to improve financial, budgeting, and

Agency Name: Lazarus House

other skills to create stronger, more secure lives in this community going forward. These programs also allow for re-housing of those previously homeless, who, as a result of Lazarus House services, are ready again for independent living. The strong collaboration that exists between the staff, other agencies and the 1,900 plus volunteers that support the work of Lazarus House, helps maintain and strengthen the social character of St. Charles. Working with others to solve problems contributes to a safe and secure community and future for the City and its residents.

Through its programs Lazarus House:

- 1) Promotes mental health by providing a safe place and case management to help support mental health and the well being of those with substance abuse, mental health and /or other disabilities. Our education staff, along with trained professionals from TriCity Family Services and Elgin Crisis Center, offer a number of classes for adults and children on topics such parenting, self-esteem, healthy relationships, domestic violence, budgeting and employment skills to improve each person's well-being.
- 2) Provides specific protection against a disorder and treatment through our own needs assessment process, case management and education approach, action plans, and house rules. We collaborate closely with Ecker Center, Renz, and other service providers to help those needing formal assessments and treatment to access needed services and receive needed care. Our staff work closely with homeless parents, collaborating with school districts, and service providers to provide early intervention for kids at risk of developing mental and other illnesses.
- 3) Helps detect and treat disorders at the earliest stages through our assessment process at intake. Starting in January 2010 we enhanced services provided by Renz, based on a collaborative multiyear grant written by Renz. Their staff come to our premises twice weekly, to interview and assess guests on site for mental health and substance abuse issues. Ecker Center will also assist as needed. We offer parenting classes and domestic violence support groups to help prevent mental illnesses from worsening.
- 4) Supports rehabilitation through our case management and follow-up process to help ensure treatment plans are followed.

**Describe how funds will be expended and quantify services provided to the City of St. Charles (e.g., City of St. Charles persons served, cost allocated to services, program descriptions, and other pertinent information). Also attach budget detailing sources (grants, other municipalities' contributions, fundraisers, and any other sources of funding –actual or being sought:**

Based on historical trends and current projections, in FY12 and FY13 Lazarus House anticipates serving approximately 175 St Charles residents and providing 13,500 nights of service in its Emergency Shelter and Transitional Living Programs. Our request includes \$35,400 of funding to cover 10% of the estimated \$354,000 cost of providing a projected 7,700 nights of service in FY2013 to adult St. Charles residents with mental health and/or substance abuse issues at a projected cost of \$46 per day. These nights of service and related costs do not include the additional service/cost for the minor children of these residents who receive Lazarus House services. If we were to include children of those with mental health and substance abuse issues, we estimate a projected 8,500 nights of service in FY2013. Ten percent of the projected cost of serving adults with mental health and substance abuse issues and their children is \$39,100. Services include: safe shelter, food, personal hygiene items, shower and laundry facilities, clothing through the local clothes closet, healthcare through a local free clinic and other local funding, case management, coaching, linkage to needed services in the community and to federal and state programs, including access to mental health and substance abuse services, transportation for work, school appointments, budget and credit counseling, employment assistance/skills upgrade, GED tutoring, assistance with securing college scholarships and job training grants, assistance securing day care funding to enable parents to seek and obtain work and/or go to school, in-house classes that support successful living, and



Date: 2/2/2012

Agency Name: Lazarus House

provide one-time and ongoing government funded rental and utility assistance to qualifying low income households. We also offer limited financial assistance for prescription medications.

In addition, funding is requested to cover 10% of the cost of supporting Outreach Program guests from St Charles who have mental health and/or substance abuse issues. Last year, ongoing rental assistance subsidies were provided to 67 low income St. Charles households to enable them to remain in housing and avoid homelessness. One-time assistance was provided to an additional 9 St Charles households. The average daily cost incurred by Lazarus House per household after lease payments was \$10.10 per day. For 33 of these households, under the terms of the rental assistance grants that help to support the programs in which they participate, we are able to provide case management to help address the issues that have caused them to be homeless or at risk of homelessness. Twenty-six persons in these 33 St Charles households have issues with mental health, substance abuse, or developmental disabilities. For the 9 St Charles households who received one-time assistance in FY11 rental assistance programs, Lazarus House meets with each household to discuss needs, qualification for the rental program, and resources available to address financial, food, health, mental health, substance abuse, and other needs. Those participating are also invited to participate in Lazarus House's training classes that cover topics such as parenting, self-esteem, healthy relationships, domestic violence, budgeting and employment. In FY11, households with mental health, substance abuse, or developmental disabilities were provided 9,090 days of ongoing rental subsidies and other support services, at a total cost of \$91,800.

In FY13 we anticipate providing ongoing support services to a minimum of 21 St Charles households with mental health, substance abuse, and other disability issues. Our funding request is based on 10% (\$6,500) of the estimated FY13 \$65,000 cost of providing these households service at \$10.10 per day. This decline in numbers from the prior year is based on the end of both a very important IHDA pilot grant and a three-year federal homeless prevention grant.

The attached budget shows the \$1,059,982 projected FY13 cost for the Emergency Shelter and Center for Transitional Living Programs, and \$251,576 for the Outreach Program. Sources for funding these budgets are listed. Based on historical experience, Lazarus House has projected funding from United Way/Community Chest agencies in Batavia, Geneva and St. Charles, 708 Mental Health Boards in Geneva and St. Charles, Kane County Community Development Block Grant Program, Department of Human Services (DHS) Emergency and Transitional Housing Services, DHS Homeless Youth Program, Department of Commerce and Economic Opportunity (DCEO), Housing & Urban Development (HUD), Federal Emergency Management Agency (FEMA), the Illinois Housing Development Authority and contributions from individuals, businesses, churches, clubs, foundations, and fund raising events.

**St. Charles 708 Fund Expenditure History – explain how funds allocated from previous year were expended and purposes of those expenditures. Note: if funding allocation is over \$25,000, attached most recent financial statements, audit and annual report:**

For the year ended June 30, 2011, 11,959 nights of service were provided to St. Charles residents at a cost of \$538,155 (using FY11 audited cost per day figures). These services were provided to 161 persons from St. Charles. Costs were expended to pay for the services noted in response to the prior question: clothing, shelter, case management, training, access to needed medical and mental health services in the community, transportation, etc. Of these totals, 7,681 nights of service were provided to St Charles residents with mental health, substance abuse and/or developmental disabilities—at a cost of \$345,645.

Agency Name: Lazarus House

In addition, 14,490 days of ongoing rental subsidy and other services were provided to 76 St Charles households to enable them to become /stay housed, at a total cost, excluding lease payments, of \$146,300. Of these totals, 9,090 days were provided to 41 households with mental health and other issues at a cost of \$91,800.

Note that in FY11, per the audit, Lazarus House income included the reimbursement of rental assistance payments made in a prior year, and funding for a future year. It also included a single large donation from the death of a donor's family member. At year end (June 30), we had 4.5 months of unrestricted operating cash to cover the months when donations are low.

Please note that fiscal year-to-date net income is slightly behind budget (by 13%). Fiscal year-to-date we have experienced all time record numbers of homeless persons. For example, in December the average attendance over the past 8 years was 56. In December 2011, we served an average of 70 each day, a 25% increase over the 8-year average. Our donors have been gracious in providing the unprecedented levels of donated food and supplies needed to serve those staying with us. However, cash donations at this time are below budget. General donations have declined each of the past 3 years, due to the decreased capacity of our donors to give in this recession. The net income earned at Christmas time is used each year to help cover the lean months when expenses exceed revenues. As in the past few years, Lazarus House has operated with a focus to keep the lights on and provide essential services, while increasing support to the high numbers of homeless and the increasing numbers at risk of homelessness in our community. We continue significant cost containment measures, including holding the payroll budget flat during the FY09-FY13 budget cycles.

Our FY13 budget for the Emergency Shelter and Center for Transitional Living programs is flat with the FY12 budget. The FY13 Outreach budget reflects the impact of the several large multiyear rental assistance grants that expire at the end of FY12.

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

**Direct service: number of individual clients/consumers served:** 11,959 nights of service were provided to 161 persons from St. Charles in FY11. Fifty-eight (58) % of all nights of service provided by Lazarus House were to persons from St. Charles. 7,681 nights of service (64 %) provided to those in St Charles, were provided to individuals with mental health, substance abuse or other disability issues. In addition 67 St. Charles households were provided interim and ongoing rental assistance to enable them to remain in housing. Nine St Charles households were provided one-time assistance. Forty-one households had family members with mental illness and/or substance abuse issues.

**Aggregate number of direct service hours provided:** Nights of service noted above is one measure of service hours, a figure we report to the 708 Board quarterly. We also have established a daily cost of service for the Outreach program. Another measure is the staff time involved with case management, operations and education. We have 15.05 full time equivalents (FTE) staff who support case management, operations, and training (9.48 FTEs for St. Charles residents). This translates to over 31,000 service hours (19,700 hours for St. Charles residents).

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

In FY11 a night of service in our emergency shelter and transitional housing programs cost \$45 per day. This is calculated by dividing our FY11 actual audited Emergency Shelter and Transitional Housing expenses of \$934,869 by our actual FY11 shelter nights of 20,564. This cost reflects the costs associated with providing the



Date: 2/2/2012

Agency Name: Lazarus House

variety of ongoing support services to help the homeless return to self-sufficient living in permanent housing. In FY12 we anticipate a cost per day of \$46 based on a budget of \$1,059,982 and 23,000 nights of service (exclusive of the outreach program).

In FY11 the cost of our ongoing rental support outreach program was \$10.10 per day per day per household. This figure, net of lease payments, includes the cost of support services, case management, budget assistance and operating costs. The estimated daily cost for outreach in FY13 is projected to be the same as in FY11.

**Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).**

Other services that benefit City of St. Charles residents include: 1) Serving as a de facto help line for those in crisis who do not know where else to turn for help. Last year we fielded over 2,700 financial needs calls, an average of 227 per month. These calls exclude the numerous calls Lazarus House handles regarding referrals to persons seeking advice on where to get mental health, substance abuse and other types of help for themselves or loved ones. 2) Serving as a soup kitchen for people who are food insecure in our community. 3) Volunteer training and providing many opportunities for St. Charles residents to serve others in a meaningful way. 4) Participation in St. Charles Housing Commission, St. Charles Ministerial Association and other groups whose goals support a stronger St. Charles. Host a monthly social service provider networking lunch. Serve on the Kane County Continuum of Care and serve on its Steering Committee.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.**

**Attach a copy of current 503C or tax exempt status certification.**

**Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000.00 in any fiscal year are also subject to the following requirements:**

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at a date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

**Funding request amount for current fiscal year \$ 41,900/ \$45,600 Application Date: 2/2/2012**

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$ \_\_\_\_\_ Recommendation Date: \_\_\_\_\_**

## LAZARUS HOUSE BUDGET

	FY13 Budget			FY12 Budget			FY11 Actual
	Emergency Shelter & Transitional Housing Subtotal	Outreach	Total FY2013 Budget	Emergency Shelter & Transitional Housing Subtotal	Outreach	Total FY2012 Budget	FY11 Accrual Results
<b>Income</b>							
Donations	594,650	57,154	651,804	603,600	70,380	673,980	729,999
In-Kind Contribution	16,400		16,400	16,400		16,400	25,110
Occupancy Fees- CTL	17,000		17,000	17,000		17,000	18,068
Special Events	42,000		42,000	42,000		42,000	68,588
General Grants	99,800		99,800	90,850		90,850	142,850
Government Grants	155,603	193,987	349,590	155,603	344,664	500,267	700,006
708 Boards	64,500		64,500	64,500		64,500	91,000
United Way/CC	52,314		52,314	52,314		52,314	45,345
Interest Income	1,015	435	1,450	1,015	435	1,450	1,096
Other Income	16,700		16,700	16,700		16,700	15,703
<b>Total Income</b>	<b>1,059,982</b>	<b>251,576</b>	<b>1,311,558</b>	<b>1,059,982</b>	<b>415,479</b>	<b>1,475,461</b>	<b>1,837,765</b>
<b>Program Expenses</b>							
Payroll	675,294	70,000	745,294	675,294	70,000	745,294	760,387
Employee Benefits	117,939	12,225	130,164	117,939	12,225	130,164	118,171
Adv-Outreach	1,314	686	2,000	1,314	686	2,000	1,762
Bank Charges	700	300	1,000	700	300	1,000	751
Dues	555	945	1,500	555	945	1,500	1,131
FF&E	7,425	75	7,500	7,425	75	7,500	6,303
Guest Expenses	25,000	0	25,000	25,000	0	25,000	19,466
Insurance	8,514	1,161	9,675	8,514	1,161	9,675	11,233
Ins-Wkmans Comp	24,464	2,536	27,000	24,464	2,536	27,000	18,774
Miscellaneous	2,125	375	2,500	2,125	375	2,500	743
Office Supplies	8,193	3,232	11,425	8,193	3,232	11,425	11,392
Postage & Delivery	4,019	2,481	6,500	4,019	2,481	6,500	5,570
Printing	1,600	800	2,400	1,600	800	2,400	2,193
Professional Fees	16,250	8,750	25,000	16,250	8,750	25,000	24,912
Recognition	0	0	0	0	0	0	442
Rental Assistance		134,919	134,919	0	298,822	298,822	382,417
Telephone	7,290	1,710	9,000	7,290	1,710	9,000	7,405
Training Expense	1,104	496	1,600	1,104	496	1,600	1,335
Travel	2,520	980	3,500	2,520	980	3,500	3,196
Fundraising	17,481	0	17,481	17,481	0	17,481	29,698
<b>Total Program Exp</b>	<b>921,787</b>	<b>241,671</b>	<b>1,163,458</b>	<b>921,787</b>	<b>405,574</b>	<b>1,327,361</b>	<b>1,407,281</b>
Occupancy							
Interest Expense	0	0	0	0	0	0	0
Rent Expense	61,750	3,250	65,000	61,750	3,250	65,000	62,352
Repairs & Maintenance	14,250	750	15,000	14,250	750	15,000	10,560
Depreciation	62,195	5,905	68,100	62,195	5,905	68,100	68,816
Total Occupancy Exp	138,195	9,905	148,100	138,195	9,905	148,100	141,728
<b>Total expense</b>	<b>1,059,982</b>	<b>251,576</b>	<b>1,311,558</b>	<b>1,059,982</b>	<b>415,479</b>	<b>1,475,461</b>	<b>1,549,009</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>288,756</b>

Note: FY11 Net Income is primarily due to a grant award which included reimbursement of rental assistance payments made in the prior fiscal year and funding for payments in a future year, a timing variation for a grant typically received annually, and the receipt of a one-time stock gift following a death in a donor's family.

# Lazarus House

## Profit & Loss Budget Performance

### January 2012

	Jan 12	Budget	Jul '11 - Jan 12	YTD Budget	Annual Budget
<b>Income</b>					
4000 · Donations	30,957.43	81,076.00	442,120.79	478,436.00	673,980.00
4100 · Fundraisers	2,285.00		2,930.00		
4160 · Special Events	0.00	1,200.00	22,104.24	23,304.00	42,000.00
4200 · General Grants/Foundations	2,000.00	7,500.00	88,250.00	78,500.00	90,850.00
4300 · Government Grants	52,231.00	40,791.00	321,449.82	319,017.00	500,267.00
4400 · United Way/ Community Chest	8,807.21	4,899.00	26,823.81	29,756.00	52,314.00
4500 · 708 Boards	0.00		65,600.00	64,500.00	64,500.00
4600 · In-Kind Contribution	1,949.35	400.00	22,245.00	7,753.00	16,400.00
4700 · Interest Income	0.00	122.00	601.54	842.00	1,450.00
4800 · Other Income	1,480.00	0.00	6,179.63	5,920.00	16,700.00
4950 · Occupancy Fees- CTL	1,734.26	1,200.00	12,237.76	10,298.00	16,300.00
4960 · Application Fee- CTL	100.00	100.00	450.00	400.00	700.00
<b>Total Income</b>	<b>101,544.25</b>	<b>137,288.00</b>	<b>1,010,992.59</b>	<b>1,018,726.00</b>	<b>1,475,461.00</b>
<b>Gross Profit</b>	<b>101,544.25</b>	<b>137,288.00</b>	<b>1,010,992.59</b>	<b>1,018,726.00</b>	<b>1,475,461.00</b>
<b>Expense</b>					
5000 · Advertising/ Community Outreach	420.00	147.00	1,372.92	1,235.00	2,000.00
5010 · Bank Service Charges	130.66	103.00	1,055.59	495.00	1,000.00
5015 · Cash Over/Short	0.00		0.03		
5020 · Depreciation	5,675.00	5,675.00	39,725.00	39,725.00	68,100.00
5030 · Dues and Subscriptions	62.05	145.00	431.15	762.00	1,500.00
5040 · Fundraising	200.00	250.00	9,496.72	9,480.00	17,481.00
5050 · Furniture, Fixtures & Equipment	108.79	650.00	2,107.23	4,233.00	7,500.00
5060 · Guest Expenses	2,288.06	1,710.00	27,518.94	16,443.00	25,000.00
5090 · Insurance	0.00	0.00	5,578.00	4,982.00	9,675.00
5095 · Insurance, Workers' Comp	6,246.75	6,247.00	12,493.50	12,494.00	27,000.00
5100 · Meals & Entertainment	0.00		239.12		
5110 · Miscellaneous	42.74	193.00	1,223.08	1,535.00	2,500.00
5200 · Office Supplies	862.09	1,000.00	6,836.31	6,451.00	11,425.00
5400 · Payroll Expense	54,425.13	58,107.00	429,556.97	430,294.00	745,294.00
5500 · Employee Benefits	9,466.26	10,832.00	63,140.85	67,516.00	130,164.00
5600 · Postage & Delivery	219.64	850.00	2,874.69	3,767.00	6,500.00
5700 · Printing	0.00	0.00	1,084.00	1,011.00	2,400.00
5800 · Professional Fees	1,000.00	1,150.00	20,384.50	18,250.00	25,000.00
5900 · Recognition	200.00	0.00	336.43	0.00	0.00
6000 · Reimbursed Expenses	0.00	0.00	0.00	0.00	0.00
6200 · Occupancy Expense	5,785.25	5,477.00	37,304.76	37,583.00	65,000.00
6300 · Rental Assistance	22,584.84	23,093.00	220,958.16	213,889.00	298,822.00
6400 · Repairs & Maintenance	448.65	1,410.00	5,044.03	7,941.00	15,000.00
6500 · Telephone	672.06	780.00	4,674.19	5,080.00	9,000.00
6555 · Gain/Loss on Disposal	0.00	0.00	0.00	0.00	0.00
6600 · Training Expense	0.00	130.00	600.00	960.00	1,600.00
6700 · Travel	223.71	330.00	1,739.61	1,848.00	3,500.00
6900 · Interest Expense	0.00	0.00	0.00	0.00	0.00
<b>Total Expense</b>	<b>111,061.68</b>	<b>118,279.00</b>	<b>895,775.78</b>	<b>885,974.00</b>	<b>1,475,461.00</b>
<b>Net Income</b>	<b>-9,517.43</b>	<b>19,009.00</b>	<b>115,216.81</b>	<b>132,752.00</b>	<b>0.00</b>

**Lazarus House**  
**Balance Sheet-Cash Basis**  
**As of January 31, 2012**

Jan 31, 12

**ASSETS**

**Current Assets**

**Checking/Savings**

1010 · 022 Checking Operating	57,407.89
1040 · 282 Money Market Operating	151,515.67
1050 · 812 CTL Operating Checking	11,489.64
1060 · 4031 Presave Benefit Checking	5,240.81
1070 · 0793 HPRP PNC Checking	910.79
1080 · 863 HRA Checking	1.00
1090 · 766 Petty Cash Checking	1,500.00
1100 · Cash On Hand	194.79
1110 · Gift Card	9,205.92
1140 · MB Financial Money Market	244,955.77
1145 · 825 STC Bank & Trust	194,085.94
1150 · IHDA Pilot/Renewal Checking 152	6,880.54
1155 · IHDA RHSP Checking 005	0.01
1165 · Securities America	71.75

**Total Checking/Savings** 683,460.52

**Other Current Assets**

Complete Payroll Payment	-0.93
1350-00 · Prepaid Insurance	11,203.11
1355 · Prepaid Supplies Inventory	16,228.50
1380 · Prepaid Deposits	1,000.00
1390 · Prepaid Rent	3,000.00

**Total Other Current Assets** 31,430.68

**Total Current Assets** 714,891.20

**Fixed Assets**

1410 · Buildings Asset Account	1,853,530.79
1420 · Equipment Asset Account	18,005.35
1430 · Land Asset Account	290,000.00

**Total Fixed Assets** 2,161,536.14

**TOTAL ASSETS** 2,876,427.34

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Credit Cards**

1500 · MB Financial Mastercard	732.38
1520 · Office Depot	79.98

**Total Credit Cards** 812.36

**Other Current Liabilities**

2010 · Payroll Liabilities	8,917.49
2021-00 · Accrued Payroll	22,329.06
2023-00 · Accrued Vacation	37,997.37
2026 · Deferred Program Revenue	18,489.17
2040 · Key Deposit- CTL	700.00

**Total Other Current Liabilities** 88,433.09

**Lazarus House**  
**Balance Sheet-Cash Basis**  
As of January 31, 2012

	<u>Jan 31, 12</u>
Total Current Liabilities	<u>89,245.45</u>
Total Liabilities	89,245.45
Equity	
3100 · Temp restricted net assets	582,434.97
3900 · Unrestricted Net Assets	2,089,530.11
Net Income	<u>115,216.81</u>
Total Equity	<u>2,787,181.89</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,876,427.34</u></u>

## **RENZ ADDICTION COUNSELING CENTER**

**Date: January 25, 2012**

**City of St. Charles  
708 Mental Health Board  
Accountability Report for funds Expended**

Agency Name: Renz Addiction Counseling Center

Contact Person: Jerry Skogmo Phone #: 847-742-3545 ext. 232

Main Office Address: One American Way, Elgin, Illinois 60120

Funding requested from City of St. Charles 708 Board for fiscal year 12/13: \$70,000

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

Renz Addiction Counseling Center is a not-for-profit corporation dedicated to the prevention, intervention, and treatment of addictive behaviors and disorders and the factors often associated with addiction. The Center strives to provide the most effective preventative and clinical care in a safe and nurturing environment through a teamwork approach for anyone affected by addiction or addiction related issues.

The philosophy of treatment programs of Renz Addiction Counseling Center is based on the belief that addiction is a chronic, progressive disease with its own symptomatology. Clients receive a thorough assessment and are placed in a treatment program according to the level of care needed. City of St. Charles residents who come to the agency fit into the mission and philosophy of the Center. It should be noted that the research on the negative effects of addiction is compelling for a community. Addiction is highly correlated with increased incidence of health problems, crime, family discord, domestic violence, poverty, low productivity and unemployment. We see this pattern in all of the communities we serve including St. Charles. In the final analysis, successfully treating substance abuse helps make the City of St. Charles healthier and safer.

**Describe specific goals that fit City's mission and indicate how goals will be accomplished.**

The goal for each client is to reduce or eliminate the use of alcohol and/or drugs. The Center strongly promotes abstinence and this is the goal for the vast majority of clients. We also employ a "harm-reduction" model for clients who are not motivated to quit their consumption but are willing to reduce their use. These are clients who abuse drugs or alcohol but are not dependent on them (physically addicted). Those who are alcohol or drug dependent, abstinence is necessary. The program has met goals as it relates to access to treatment and treatment retention. We have decreased the time it takes for an individual contacting us to get into their first appointment and we have also increased the length of time an individual is in treatment. Both of these factors are very important because the research shows, not surprisingly, that the easier it is to access treatment and the longer an individual is in treatment the better the prognosis. We have worked very hard at meeting these two objectives. Our rating from the Illinois Department of Alcoholism and Substance Abuse (DASA) has been significantly better than the state-wide average.



**STC 708 Board Funding Request**

**Agency Name: Renz Addiction Counseling Center**

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The Center evaluates the effectiveness of the programs in a number of ways:

1. Initially all treatment plans are reviewed by a physician to help ensure that the client (patient) is receiving the proper treatment plan
2. Each case is reviewed every 30 days by the Center's Clinical Director.
3. A client satisfaction survey is given to clients annually. The information provided from the results of the surveys measures many variables, from our responsiveness as an organization to clients' satisfaction with their progress.
4. A quality assurance professional reviews a random sample (15%) of all cases for a record review and to ascertain the quality of services being provided to each client.
5. Renz has been involved in a research project that measures treatment access and treatment retention, as was described earlier. Results of measuring these indicators are used to evaluate program effectiveness. In the last several years as a result of our participation in this project, the length of time from a resident calling for services to the completion of an assessment improved significantly.

**Describe how funds will be expended and quantify services provided to the City of St. Charles (e.g., City of St. Charles persons served, cost allocated to services, program descriptions, and other pertinent information). Also attach budget detailing sources (grants, other municipalities' contributions, fundraisers, and any other sources of funding –actual or being sought:**

Funds at our St. Charles location are primarily for two counselors, clinical supervision, and support staff. Occupancy costs are the second largest expense although we do rent out one of our offices to another community provider. The budget submitted also reflects costs directly related to services at the Walnut Street location and includes administrative expenses, supplies and equipment. City of St. Charles funds assists with payment for St. Charles residents. In fiscal year 2011, 3704 hours of service were provided to City residents in programs ranging from special services to adolescents and women to compulsive gamblers, to offenders referred by the court system.

- Attached is a budget that outlines expected revenues and expenses for the next fiscal year for our St. Charles office. The only other municipality contributing to this office is the City of Geneva (currently \$7,000). Contributions to the agency in the form of donations and fundraisers indirectly help pay for the expenses of this office. By far the largest contributor that assists with funding for Renz Center clients is the Department of Alcoholism and Substance Abuse through the state of Illinois (\$89,000). However, this funding is down about 4% compared to last year and down nearly 25% over the last three years.

**St Charles 708 Fund Expenditure History – explain how funds allocated from previous year were expended and purposes of those expenditures. Note: if funding allocation is over \$25,000, attached most recent financial statements, audit and annual report:**



**STC 708 Board Funding Request****Agency Name: Renz Addiction Counseling Center**

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Funds from the City of St. Charles helped pay for a wide variety of clinical services to residents of St. Charles. These include three-hour comprehensive assessments, individual, family and group counseling, special programming for women clients and adolescents, psychiatric services for a number of clients, case management between Renz Center and schools, the court system and other health care/social service providers, and toxicology tests to verify treatment compliance. In 2010 Renz Center staff spearheaded a 5-year federal grant targeting the homeless, mentally ill and/or substance abuse population. The homeless not unexpectedly have high incidence of alcohol/drug abuse &/or mental illness. One of our partners Lazarus House works with Renz Center staff on this important initiative that helps the most vulnerable residents of our communities.

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

**Direct service: number of individual clients/consumers served: 103**

**Aggregate number of direct service hours provided: 3704**

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

The expected cost basis for the current fiscal year is \$2,081 per client. This is based on expectations of 110 clients and \$229,000 in expenses for the St. Charles Outpatient program. Approximately 65% of the program expenses are allocated to City of St. Charles clients/residents. Thus  $65\% \times \$229,000 = \$148,850$  divided by 110 (the expected # of City residents served) =  $(3600 \times .65 = 2340 \div 110)$ . Moreover, funds from the City would pay \$21.27 per treatment hour.

**Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).**

City of St. Charles residents may receive services for problem and compulsive gambling. Each year several residents request help for gambling addiction are included in the report. Also, educational presentations - primarily drug and alcohol abuse education and HIV education are often provided to St. Charles residents. In addition, DUI offenders may be seen for assessments and risk education classes. Also, Renz Center is licensed to provide education and training to restaurants, bars and liquor retail establishments. Employees of these businesses can participate in a training designed to prepare them for dealing with unruly customers and eliminating uncertainty in ambiguous situations and educating them on the physiological effects of overconsumption. Finally, Renz Center offers HIV prevention, testing and counseling to City of St. Charles residents at little or no cost and has several programs that target high risk individuals. Each year our HIV prevention programming includes St. Charles residents.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.**

**Attach a copy of current 503C or tax exempt status certification.**

**Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000 in any fiscal year are also subject to the following requirements:**

STC 708 Board Funding Request

Agency Name: Renz Addiction Counseling Center

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at the date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

Funding request amount for current fiscal year \$70,000. Application Date: January 25, 2012

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$**\_\_\_\_\_ **Recommendation Date:** \_\_\_\_\_

**City of St. Charles**  
 Characteristics of the Population - 103

Referral Source:		Treated for:		Educational Level:	
Addiction Treatment Provider	2	Alcohol	55	Less than 10 years	6
<b>Criminal Justice:</b> Detail not entered = 2 Diversionary Prgm (2 <sup>nd</sup> Chance) = 1 DUI = 1 Other Court / Court Supervision = 2 Probation/Parole = 13 State / Federal Court = 1	20	Cocaine/Crack	7	10 through 11 years	16
		Heroin	3	12 years	47
		Marijuana	31	13 through 14 years	19
		Not treated for Substance	1	15 through 16 years	12
Individual	3	Other Hallucinogens	1	16+	1
Other Community Referral	73	Other Opiates and Synthetics	2	Unknown	2
Other Health Care Provider	3	Not indicated	3		
School	2				
Problem Area:		Prior Treatment Episodes:		ETHNICITY:	
Alcohol	39	No prior treatment	42	African American	6
Drugs	24	One	33	American Indian	1
Both Alcohol and Drugs	36	Two	15	Caucasian	89
Gambling	0	Three	7	Hispanic	7
Unknown	3	Four	2		
		Five or more	4		
AGE:		GENDER:		OTHER:	
12 and Under	0	Male	79	Veterans	3
13 - 20	21	Female	24	MISA Clients	49
21 - 30	30				
31 - 40	14				
41 - 50	25				
51 - 60	12				
61 and over	1				

Clients / Hours Served:	
49 Clients received treatment in the St. Charles Office:	1,860.50
10 Clients received treatment in the Passage Program for women:	515.00
42 Clients received treatment in the Elgin Office:	1,324.50
2 Clients received treatment offsite in St. Charles:	4.25
<b>Total Hours Served:</b>	<b>3,704.25</b>

**RENZ ADDICTION COUNSELING CENTER  
BOARD OF DIRECTORS**

<b>Title</b>	<b>Name</b>	<b>Occupation/Employer</b>	<b>Beginning of Term</b>	<b>Term Expires Month/Year</b>	<b>Mailing Address/ Daytime Telephone Number</b>
President	Dr. Ian Jones	VP Clinical Performance Sherman Hospital	December '04	October '11	Sherman Hospital 1425 N. Randall Road Elgin, IL 60123 224-783-8116
Vice President	Jolie Esposito	Vice President First Community Bank	June '05	June '11	First Community Bank 165 South Randall Road Elgin, IL 60123 847-622-8800
Secretary/ Treasurer	Michael Walsh	Retired Certified Public Accountant	April '09	April '12	12865 Rock Creek Circle, Huntley, IL 60142 847-515-8821
Director	Allen Belanger	Lutheran Minister- Interim Ministry Metropolitan Chicago Synod/E.L.C.A.	December '06	December '12	943 Manchester Court South Elgin, IL 60177 847-888-8172
Director	James Lamkin	City of St. Charles Police Chief	June '10	June '13	1221 Falcon Ridge Drive Elgin, IL 60124 630-514-2120
Director	Laura Newman	Director of Human Resources Mitutoyo America Corp	November '03	February '11	Mitutoyo America Corp. 965 Corporate Blvd. Aurora, IL 60502 630-723-3570 Cell: 312-339-9179
Director	Sherry Totzke	Collection/Account Rep Zurich North America	October '05	October '11	Zurich 1400 American Way Schaumburg IL 60194 847-240-4492
Director	Brian Monson	Vice President Commercial Relationship Manager STC Capital Bank	December '10	December '16	STC Capital Bank 460 South 1 <sup>st</sup> Street St. Charles, Illinois 60174
Director	Patricia Arroyo	Supervisor Interpreting Services and Community Health Mission Services Provena Saint Joseph Hospital	April '11	April '14	Provena Saint Joseph Hospital 77 North Airlite Street Elgin, IL 60123-4912 847-695-3200, ext. 5179 847-931-5550 fax
Director	Mary Hyatt	Retired	May '11	May '14	39W280 Happy Hills Road St. Charles, IL 60175 630-584-3397
Director	Claudia Martinez	Teacher Streamwood High School	Oct. '11	Oct. '14	1661 S. Andrews Circle Elgin, IL 60123 314-497-4951
DIRECTOR EMERITUS	Ron Razowsky	Retired			625 Wood Ridge Court Elgin, IL 60123 847-888-3774

## **Board Selection**

The Center has a Board Development Committee that is comprised of board members and the Center's Executive Director and Development and Marketing Director. Prospective Board members' qualifications are discussed at both formal and informal committee meetings. The Committee seeks individuals who are committed to the mission of Renz Center and attempts to fill board vacancies with members that represent the communities we serve. We evaluate each prospective board member individually and strive to recruit involved citizens who can bring their past experiences and vocational/technical skills to the Board. We find that board members can be a very good resource for the agency.

Currently the Renz Board is well-balanced with a variety of individuals with backgrounds in medical care, school administration, banking, and private business. Four of the 11 current members live or work in St. Charles area.



## **List of Operating and Capital Grantors for Fiscal Year 2012**

### **Operating Grants**

Baum Family Foundation \$1,000  
Beidler Foundation \$1,000  
Illinois Department of Alcoholism & Substance Abuse \$653,000 awarded  
Illinois Department of Human Services – Community Prevention \$71,000 awarded,  
\$453,000 pending  
Substance Abuse Mental Health Services Administration (SAMHSA) \$685,000 awarded  
City of Elgin \$17,650  
City of Geneva \$7,000 awarded  
City of St. Charles \$53,000 awarded  
Elgin Township \$10,000 awarded  
Hanover Township \$25,000 awarded \$73,000 pending  
Illinois Department of Public Health \$116,554 awarded  
Geneva Community Chest \$1,750 awarded  
United Way of Central Kane County \$15,000 awarded  
United Way of Elgin \$25,000  
National Library of Medicine \$27,000 awarded

### **Capital Grants**

Bersted Foundation \$20,000 awarded  
Community Development Block Grant – City of Elgin \$33,000  
Community Foundation of Fox Valley \$10,000 awarded  
Meyer Family Foundation \$5,000  
Shodeen Family Foundation \$4,000  
Union Pacific Foundation \$5,000  
Zurich Foundation \$2,500 awarded

**RENZ ADDICTION COUNSELING CENTER**  
**SUMMARY - UNAUDITED RESULTS**  
**6 MONTHS ENDED DECEMBER 31, 2011**

<b>Revenue Source</b>	<b>1-Month Ended 12/31/11</b>	<b>6-Months Ended 12/31/11</b>	<b>Budget Year-To-Date</b>	<b>6-Months Ended 12/31/10</b>
Programs	\$ 183,537	\$ 1,128,774	\$ 1,142,050	\$ 1,118,364
Fundraising	1,070	8,768	6,750	7,073
EAS	0	7,672	8,162	8,172
Administrative	3,723	23,526	38,650	54,717
<b>Total Revenues</b>	<b>\$ 188,330</b>	<b>\$ 1,168,740</b>	<b>\$ 1,195,612</b>	<b>\$ 1,188,326</b>
<b>Expenditures</b>				
Programs	\$ 158,328	\$ 895,487	\$ 964,138	\$ 933,870
EAS	413	3,102	4,500	4,314
Administrative	29,359	221,531	226,971	214,797
<b>Total Expenditures</b>	<b>188,100</b>	<b>1,120,120</b>	<b>1,195,609</b>	<b>1,152,981</b>
<b>Profit(Loss)</b>	<b>230</b>	<b>48,620</b>	<b>0</b>	<b>35,345</b>
Contributions - Capital Campaign	2,502	3,127	0	468
<b>Total Profit(Loss)</b>	<b>\$ 2,732</b>	<b>\$ 51,747</b>	<b>\$ 0</b>	<b>\$ 35,813</b>

**Activities Departmentalized**

Elgin	\$ 3,252	\$ 124,559
Streamwood	3,110	19,670
St. Charles	10,929	51,465
Prevention - HIV	8,610	37,844
Prevention - ATOD	(691)	(251)
EAS	(413)	4,571
<b>Operating Profit</b>	<b>24,797</b>	<b>237,858</b>
<b>Net Administration</b>	<b>(24,567)</b>	<b>(189,238)</b>
<b>Profit(Loss)</b>	<b>230</b>	<b>48,620</b>
Contributions - Capital Campaign	2,502	3,127
<b>Total Profit(Loss)</b>	<b>\$ 2,732</b>	<b>\$ 51,747</b>

**Assets**

Cash	\$ 717,600	\$ 574,351
Accounts Receivable	442,950	449,898
Capital Campaign Pledges Received	26,593	44,320
Allowance for Bad Debt	(27,800)	(14,500)
Net Property and Equipment	1,942,006	1,984,684
Other Assets	12,093	14,561
<b>Total Assets</b>	<b>\$ 3,113,442</b>	<b>\$ 3,053,314</b>

**Liabilities**

Current Liabilities	\$ 165,165	\$ 200,661
Mortgage Payable	948,242	1,037,733
Board Designated Fund Balance	286,872	286,872
Fund Balance	1,713,163	1,528,048
<b>Total Liabilities and Fund Balance</b>	<b>\$ 3,113,442</b>	<b>\$ 3,053,314</b>

**Renz Addiction Counseling Center**  
**Statement of Activities- Budget and Actual**

Six Months Ended  
December 31, 2011

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Annual Budget</u>
Revenue - programs:				
DASA Contracts	\$ 359,674.50	\$ 394,749.84	\$ (35,075.34)	\$ 789,500.00
Medicaid and misc.	41,705.08	41,499.96	205.12	83,000.00
United Way contracts	6,000.00	4,999.98	1,000.02	10,000.00
AIDS Foundation - Global Initiative	0.00	1,249.98	(1,249.98)	2,500.00
Lake County HIV	49,341.60	37,999.98	11,341.62	76,000.00
SAMHSA grant	167,666.52	167,649.96	16.56	335,300.00
SAMHSA grant - CHIP	174,999.96	205,999.98	(31,000.02)	412,000.00
IDPH HIV minority grant	24,999.66	19,999.98	4,999.68	40,000.00
Cook County HIV	33,018.18	27,000.00	6,018.18	54,000.00
Client fees	42,882.59	67,500.00	(24,617.41)	135,000.00
Client fees - third party	17,251.97	16,999.98	251.99	34,000.00
US Probation and Pretrial	6,202.00	7,999.98	(1,797.98)	16,000.00
City of Elgin - gambling	14,633.31	8,499.96	6,133.35	17,000.00
Kane County Probation	14,037.00	16,500.00	(2,463.00)	33,000.00
Second Chance program	3,330.00	3,000.00	330.00	6,000.00
Township grants	10,000.00	0.00	10,000.00	0.00
Geneva 708	7,000.00	3,000.00	4,000.00	6,000.00
Geneva Community Chest	600.00	849.98	(249.98)	1,700.00
Hanover Township	33,000.00	33,000.00	0.00	66,000.00
School District 300	31,580.00	30,000.00	1,580.00	60,000.00
National Library of Medicine	12,044.22	11,799.96	244.26	23,600.00
Sheridan Correctional Facility	3,640.80	750.00	2,890.80	1,500.00
Other foundations and grants	45,000.00	3,499.98	41,500.02	7,000.00
St Charles Mental Health	30,166.68	37,500.00	(7,333.32)	75,000.00
	<u>1,128,774.07</u>	<u>1,142,049.50</u>	<u>(13,275.43)</u>	<u>2,284,100.00</u>
REVENUE-EAS	7,672.12	8,162.34	(490.22)	16,325.00
REVENUE-Fundraising	8,768.10	6,750.00	2,018.10	13,500.00
REVENUE-ADMINISTRATIVE:				
Schaumburg Township	2,499.98	2,749.98	(250.00)	5,500.00
Contributions	4,667.19	12,499.98	(7,832.79)	25,000.00
Interest and dividends	525.40	1,749.96	(1,224.56)	3,500.00
Rental income	4,809.60	4,849.98	(40.38)	9,700.00
One American Way rental income	3,915.46	5,199.96	(1,284.50)	10,400.00
Management fee	5,585.35	5,349.96	235.39	10,700.00
Other income	1,522.30	6,249.96	(4,727.66)	12,500.00
<b>Total Revenue</b>	<u>1,168,739.57</u>	<u>1,195,611.62</u>	<u>(26,872.05)</u>	<u>2,391,225.00</u>
Program expenditures	895,487.03	964,137.84	68,650.81	1,928,280.00
EAS expenditures	3,101.96	4,499.70	1,397.74	9,000.00
Administrative expenditures	221,531.05	226,971.48	5,440.43	453,945.00
<b>Total expenditures</b>	<u>1,120,120.04</u>	<u>1,195,609.02</u>	<u>75,488.98</u>	<u>2,391,225.00</u>
Increase(decrease)	48,619.53	2.60	48,616.93	0.00
<b>OTHER SOURCES:</b>				
Contributions-Capital Campaign	3,127.40	0.00	3,127.40	0.00
Excess revenues over expenditures	<u>\$ 51,746.93</u>	<u>\$ 2.60</u>	<u>\$ 51,744.33</u>	<u>\$ 0.00</u>



**Renz Addiction Counseling Center  
Actual vs Budgeted Expenditures**

**Six Months Ended  
December 31, 2011**

Expenditures - program	Actual	Budget	Variance	Annual Budget
Salaries	\$ 493,037.93	\$ 525,049.80	\$ 32,011.87	\$ 1,050,100.00
Payroll taxes	35,184.79	38,739.84	3,555.05	77,480.00
Health, life, dental and disability insurance	34,345.71	39,449.70	5,103.99	78,900.00
Contract and labor	113,578.29	135,674.76	22,096.47	271,350.00
Recruiting	1,585.00	450.06	(1,134.94)	900.00
Auto expense	12,473.42	10,449.90	(2,023.52)	20,900.00
Advertising	5,096.99	6,175.02	1,078.03	12,350.00
Conferences	0.00	250.02	250.02	500.00
Dues and subscriptions	1,471.86	3,049.92	1,578.06	6,100.00
Retirement	12,324.02	12,074.94	(249.08)	24,150.00
Educational materials	2,566.95	949.98	(1,616.97)	1,900.00
Training and tuition teimburse	1,748.00	3,149.82	1,401.82	6,300.00
Meals and dinners	3,196.02	2,449.98	(746.04)	4,900.00
Miscellaneous program expense	17,260.96	10,074.90	(7,186.06)	20,150.00
Office supplies	7,943.86	8,649.96	706.10	17,300.00
Postage	497.88	2,549.94	2,052.06	5,100.00
Printing	4,043.25	2,899.98	(1,143.27)	5,800.00
Rent	18,700.00	17,349.96	(1,350.04)	34,700.00
Janitorial	1,000.00	1,200.00	200.00	2,400.00
Repairs and maintenance	7,449.99	8,649.90	1,199.91	17,300.00
Telephone	8,018.83	9,549.90	1,531.07	19,100.00
Utilities	9,339.59	11,449.98	2,110.39	22,900.00
Legal and accounting	36,406.76	30,649.92	(5,756.84)	61,300.00
Travel and entertainment	9,098.94	7,099.92	(1,999.02)	14,200.00
Insurance	14,123.97	17,524.92	3,400.95	35,050.00
Licensing and accreditation	815.00	474.96	(340.04)	950.00
Interest expense	9,479.59	14,599.92	5,120.33	29,200.00
Depreciation	14,764.08	19,600.02	4,835.94	39,200.00
Equipment rent	19,935.35	23,899.92	3,964.57	47,800.00
	<u>895,487.03</u>	<u>964,137.84</u>	<u>68,650.81</u>	<u>1,928,280.00</u>
Employee assistance services - expenditures				
FICA taxes - EAS	107.89	124.98	17.09	250.00
Employee disability insurance - EAS	35.07	0.00	(35.07)	0.00
Employee life and health insurance - EAS	44.88	0.00	(44.88)	0.00
Outside services - EAS	31.78	99.96	68.18	200.00
Workers compensations - EAS	118.52	375.00	256.48	750.00
Mileage expense - EAS	24.00	49.98	25.98	100.00
Salaries - T. Lee - EAS	680.00	900.00	220.00	1,800.00
Salaries - R. Ahlberg - EAS	730.00	1,149.96	419.96	2,300.00
Contract services - EAS	0.00	250.02	250.02	500.00
Advertising - EAS	0.95	99.96	99.01	200.00
Computer consultanting - EAS	11.00	0.00	(11.00)	0.00
Dues and subscriptions - EAS	554.00	349.98	(204.02)	700.00
Insurance - EAS	150.21	300.00	149.79	600.00
Legal and accounting - EAS	344.00	399.96	55.96	800.00
Meals - EAS	56.98	49.98	(7.00)	100.00
Supplies - EAS	35.45	49.98	14.53	100.00
Office expense - EAS	10.09	99.96	89.87	200.00
Postage and delivery - EAS	85.05	75.00	(10.05)	150.00
Printing - EAS	42.53	75.00	32.47	150.00
Telephone - EAS	39.56	49.98	10.42	100.00
	<u>\$ 3,101.96</u>	<u>\$ 4,499.70</u>	<u>\$ 1,397.74</u>	<u>\$ 9,000.00</u>

**Renz Addiction Counseling Center  
Actual vs Budgeted Expenditures**

**Six Months Ended  
December 31, 2011**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Annual Budget</u>
Expenditures - administration				
Salaries-directors	\$ 127,336.30	\$ 122,499.90	\$ (4,836.40)	\$ 245,000.00
Advertising	3.80	450.00	446.20	900.00
Bad debt	900.00	2,499.96	1,599.96	5,000.00
Computer consulting expenses	1,226.51	947.46	(279.05)	1,895.00
Conferences and meetings - Admin	415.00	150.00	(265.00)	300.00
Dues and subscriptions - Admin	1,838.80	1,249.98	(588.82)	2,500.00
Employee benefits - Admin	0.00	450.00	450.00	900.00
Training - Admin	0.00	199.98	199.98	400.00
Recruiting - Admin	40.00	150.00	110.00	300.00
Legal and accounting - Admin	2,048.89	1,500.00	(548.89)	3,000.00
Licensing and accreditation - Admin	15.00	49.98	34.98	100.00
Repair and maintenance - Admin	691.63	3,000.00	2,308.37	6,000.00
Telephone - Admin	1,306.64	1,299.96	(6.68)	2,600.00
Utilities - Admin	1,307.65	2,749.98	1,442.33	5,500.00
Depreciation - Admin	4,921.38	3,699.96	(1,221.42)	7,400.00
Education materials - Admin	0.00	99.96	99.96	200.00
Interest expense - Admin	5,904.47	5,899.98	(4.49)	11,800.00
Rent equipment - Admin	1,266.61	3,499.98	2,233.37	7,000.00
Travel and entertainment - Admin	39.72	249.96	210.24	500.00
Auto	694.04	1,149.96	455.92	2,300.00
Health, life and dental insurance	6,148.89	5,549.94	(598.95)	11,100.00
Insurance	965.96	2,449.98	1,484.02	4,900.00
Meals and dinners	778.59	824.94	46.35	1,650.00
Miscellaneous	3,284.32	1,799.94	(1,484.38)	3,600.00
Postage	655.75	450.00	(205.75)	900.00
Office supplies	1,422.91	1,799.94	377.03	3,600.00
Contract and outside labor	236.14	750.00	513.86	1,500.00
Payroll and other taxes	16,751.70	14,599.98	(2,151.72)	29,200.00
Retirement	4,064.04	4,599.96	535.92	9,200.00
Subtotal administration	<u>184,264.74</u>	<u>184,621.68</u>	<u>356.94</u>	<u>369,245.00</u>
One American Way				
Outside services - OAW	2,407.20	499.98	(1,907.22)	1,000.00
Depreciation - OAW	9,842.64	7,249.98	(2,592.66)	14,500.00
Interest expense - OAW	11,848.81	18,999.96	7,151.15	38,000.00
Legal and accounting - OAW	0.00	399.96	399.96	800.00
Postage and delivery - OAW	0.00	49.98	49.98	100.00
Property taxes - OAW	11,344.97	12,000.00	655.03	24,000.00
Repair and maintenance - OAW	112.87	1,399.98	1,287.11	2,800.00
Telephone - OAW	0.00	49.98	49.98	100.00
Utilities - OAW	1,709.82	1,699.98	(9.84)	3,400.00
Subtotal One American Way	<u>37,266.31</u>	<u>42,349.80</u>	<u>5,083.49</u>	<u>84,700.00</u>
Total administration	<u>\$ 221,531.05</u>	<u>\$ 226,971.48</u>	<u>\$ 5,440.43</u>	<u>\$ 453,945.00</u>

## **TRI CITY FAMILY SERVICES**

Date: February 3, 2012

**City of St. Charles  
708 Mental Health Board  
Accountability Report for funds Expended**

Agency Name: TriCity Family Services

Contact Person: James R. Otepka Phone #: 630-232-1070

Main Office Address: 1120 Randall Court

Geneva, IL 60134

Funding requested from City of St. Charles 708 Board for fiscal year 12/13: \$ 204,000.00

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

TriCity Family Services (TCFS) is a private, not-for-profit, human service agency serving the community members of central Kane County. The agency is dedicated to strengthening people and building community through the provision of quality, affordable counseling, youth crisis intervention, prevention and early intervention services that promote sound mental health and effective family functioning. As a community-based agency, TCFS promotes service excellence, honesty, hopefulness, personal responsibility and respect for others.

Our services are designed to address a wide-range of mental disorders that destabilize families and prevent individuals from leading productive, satisfying lives. Integral to our mission and charter is our commitment to making our programs and services affordable to area residents in need, particularly those uninsured or under-insured individuals for whom outpatient mental health services in the private practice sector are simply out of reach financially. By operating under a sliding fee scale and offering scholarships for our group programs, TCFS ensures that no one is denied services based on an inability to pay. To put the financial needs of our clients into perspective: More than 2/3 of clients pay less than our full fee for counseling; nearly 40% of all clients receiving counseling services pay \$25 or less per session; and 56% of all TCFS clients have reported incomes of \$30,000 or less.

Counseling is at the core of our work at TriCity Family Services. We specialize in family-centered counseling for children and adolescents. Experienced professionals who know the special needs of children and teens help them work through complex and multi-faceted challenges including; conflict with other family members, problems interacting with peers, disruptive behavior, substance abuse, physical or sexual abuse and depression. TCFS is also skilled in providing short-term individual or couples counseling for adults, addressing mental health issues like depression, marital discord, grief, divorce, domestic violence, parenting, stress, communication problems, sexual abuse and anxiety/phobias. All of our clients have access to our on-site psychiatric services, if indicated. 98% of all of our counseling clients have a diagnosis for a mental disorder.

We also seek to fulfill our mission through the provision of early intervention and prevention services. We consider it essential to provide educational and supportive programming that reduces or eliminates those conditions that place people at risk of developing mental disorders and/or substance abuse problems later in life. While we do not conduct formal mental health assessments of all early intervention and prevention clients, and therefore do not know the percentage of those with a diagnosis of a mental disorder, a large number of them likely have one.

Early intervention programs provide specific protection against mental health disorders and detect and treat disorders in their earliest stages. Prevention programs promote individual and family mental health and wellness. These programs offered to residents of the City of St. Charles are:

- Smart Choices, anger management for K-5, middle school, and high school
- I-CAN, anger management for adults
- Bridges, workshop for children of divorce
- Family Support & Education Series, for all parents in the community
- WIN, support group for postpartum mothers
- Single Mom's Group, support group for single mothers
- Grandparents Raising Grandchildren Group, for grandparents who are primary caregivers
- Wilderness Challenge Program, for at-risk adolescents
- Adolescent Group, for former Wilderness Challenge participants
- Mindful Emotions, mental health skills training for adolescent girls
- Young Women's Retreat, therapeutic weekend trip for adolescent girls
- Women's Enrichment Group, psycho-education for women seeking self-improvement
- Caregiver Connections, early childhood mental health support for child care providers
- Lazarus House Parent and Family Group, onsite group for parents and children at Lazarus House homeless shelter
- Lazarus House Women's Group, onsite group for female guests of Lazarus House

The City of St. Charles seeks to maintain a high quality of life, instill a strong sense of community, and work together to create effective solutions. TriCity Family Services shares a commitment to enhancing the quality of life in the community through our provision of professional high-quality services to all residents in need. We believe that good mental/emotional health is integral to maintaining our community's quality of life.

We also include community building in our mission statement to demonstrate our dedication to community-based mental health services and working with our neighbors to maximize community impact, including other social service organizations, corporations, churches, community groups, the schools and the City of St. Charles itself. We, in service to the St. Charles community, are dedicated to collaboration in order to create effective solutions and help the City fulfill its mission of stewardship, engagement and collaboration.

In addition, as the community mental health facility for central Kane County, TriCity Family Services is an extremely strong community contributor to the 708 Board's goals of aiding community mental health facilities to provide services for City of St. Charles residents suffering

from or at risk of mental disorders. This is our primary charter and key service to the people of the City of St. Charles.

**Describe specific goals that fit City's mission and indicate how goals will be accomplished.**

TriCity Family Services would like to be recognized as the provider of choice for individuals, couples and families at all income levels seeking high quality, affordable, outpatient mental health services delivered across the family life cycle. Several of our goals that exemplify the City of St. Charles' mission are:

- Continue to assume a leadership role in treating children's mental health disorders;

We treat children with severe and chronic mental illness as well as children who are experiencing behavior problems, difficulty at school or at home, and all youth who run the gamut in between. The community need for this service is great as we consider national children's mental health statistics, which find that four million children and adolescents in this country suffer from mental disorders severe enough to cause significant functional impairments at home, at school and with their peers. Additionally, only 20% of children with mental disorders are identified and receive mental health services. Early identification and treatment prevents the loss of critical developmental years that cannot be recovered and helps youth avoid years of unnecessary suffering.<sup>1</sup>

TriCity Family Services has extensive expertise in treating children's mental health disorders. Our staff are also particularly unique and skilled in providing family-based services to conduct systemic assessments and collaborate with those considered key change agents within a child's family, school, and social networks. Our distinct competency in this area and our ability to provide these wraparound counseling services on a sliding fee scale basis to families with a variety of needs is what makes our agency very unique in general, and particularly unique in our service area. We are also the only agency in our area offering psychiatric services (psychiatric evaluations and medication management) to children and adolescents on a sliding fee scale basis.

- Continue to partner with schools, law enforcement and other local providers, maximizing the use of existing resources and collaborating in the design and delivery of needed mental health services;

Our agency's systemic orientation means that client treatment plans typically require an interdisciplinary approach and a great deal of collaboration among other entities involved in a client's life. This is especially true for services to children and adolescents which may involve collaborative efforts with school social workers, guidance counselors, special education staff, pediatricians, Kane County juvenile probation officers and court appointed special advocates.

This year, we will continue to network and collaborate closely with the schools to reach out to at-risk youth and families, and our EAP client companies to contribute to healthy work-settings for employees. We will continue to offer home visits for our clients who need them, and expand our group services where they are needed. In the past year, we have brought our services onsite to Lazarus

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<sup>1</sup> U.S. Department of Health and Human Services. *Mental Health: A Report of the Surgeon General*. 2006

House, Mooseheart Child City, Batavia Apartments, the Holmstad, and daycare centers throughout the county through our Caregiver Connections program.

We are committed to continually increasing our community impact through collaboration with other agencies and organizations. This is demonstrated through our partnership with Lazarus House on our Parent and Family Group and our partnership with Delnor in providing the WIN group for postpartum support. We also continually increase our networking with senior service providers and physicians, local youth coalitions, and participate in the Kane County Mental Health Council to effectively plan and deliver comprehensive mental health services to the community.

- Continue our traditions of creating and delivering programs designed to prevent the occurrence of substance abuse and mental health problems and promote individual and family wellness;

We will deliver our entire array of existing early intervention and prevention programs that are designed to arrest the development of mental health problems in their early stages, or prevent problems by providing supportive and educational opportunities for individuals entering a new situation, or needing to find a community for support. The provision of these services reduces human pain and suffering and saves the community the cost of treating fully developed mental health or substance abuse problems later. We consider wellness a key contributor to the high quality of life that the City of St. Charles seeks to maintain.

**Describe how funds will be expended and quantify services provided to the City of St. Charles (e.g., City of St. Charles persons served, cost allocated to services, program descriptions, and other pertinent information). Also attach budget detailing sources (grants, other municipalities' contributions, fundraisers, and any other sources of funding –actual or being sought:**

Revenue and expenses, including the cost of administration and the cost of fundraising, are allocated to each line of service based on total hours of service provided. Expenses are itemized in the Statement of Functional Expenses and audited each year by an independent audit firm.

The cost of serving St. Charles clients is then calculated based on the percentage of St. Charles residents to the total of clients served. St. Charles residents are typically served in the following lines of service: Counseling (40%), Early Intervention (7%), and Prevention & Wellness (62%) programs.

A complete agency budget is ATTACHMENT A. A summary is outlined below.

Other sources of funding:

Department of Mental Health (State)	\$ 25,253.00 (actual – FY2012)
United Way of Central Kane County	\$ 52,000.00 (actual – FY2012)

Contributions:

Individuals	\$200,000.00 (being sought)
Corporate/Foundations	\$ 95,000.00 (being sought)
Churches/Community Groups	\$ 20,000.00 (being sought)



TriCity Family Services has a variety of self-funding efforts in order to meet the increasing demand for our sliding fee scale and scholarships for group programs. It is important for us to maintain a diverse revenue base to give us the stability and strength to weather shortfalls in any one funding source. First, we continue to increase our revenue from client fees from clients who are able to pay for services or have insurance. Second, we are strongly committed to fundraising activities.

We annually seek individual contributions through direct mail solicitation, donor cultivation, and a Phone-a-Thon each November. Corporate and Foundation funding is solicited through the submission of program-based grant requests and our Corporate Partners in Caring program. Church and Community Group funding is solicited through regular visits to meetings and congregations, as well as formal funding requests. TriCity Family Services also has an array of special events throughout the year that raise funds for the agency, build awareness for our services, and help us acquire new supporters. They include: Annual Benefit Dinner & Auction, Snowflake Shuffle 5K, the Great Lobster Fly-In, a Poinsettia Sale, and two Trivia Nights.

This past year we have made a strategic investment in growing our fundraising capacity and efforts in all areas. In particular, we have increased activity in developing major and planned gifts from individuals. If we realize increased fundraising success it will make us more resilient against decreases in other funding streams, and we consider this essential to insuring our future in this community.

**St. Charles 708 Fund Expenditure History – Explain how funds allocated from previous year were expended and purposes of those expenditures. Note: if funding allocation is over \$25,000, attached most recent financial statements, audit and annual report:**

St. Charles 708 funds for FY11 were expended and allocated in the same manner as described above. See attached audited financial statements (ATTACHMENT B) for details. The cost of serving St. Charles clients is calculated based on the number of clients served.

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

Direct service: number of individual clients/consumers served: 932 Individuals across all programs  
Aggregate number of direct service hours provided: 7,493.50 Hours

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

We derive the agency cost per client served by calculating the percentage of City of St. Charles clients to the total number of clients served, then multiplying the total cost of all programs (excluding Occupational Services) by this percentage. The resulting cost is then divided by the number of City of St. Charles clients, for a total cost per client. Cost per hour is calculated by dividing the cost of the City of St. Charles clients by the total hours of service.

City of St. Charles Clients Served FY2011	907
Total Clients Served-All Programs	3147
Cost of All Programs (less depreciation)	\$1,170,792.12



Cost of City of St. Charles clients (1,272,255 X 36%)	\$ 337,435.16
Cost per client – cost of City of St. Charles clients Divided by 907	\$ 372.03
Cost per hour – cost of City of St. Charles clients Divided by total hours of service (7493.5)	\$ 45.03

**Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).**

In addition to the provision of clinical services through our counseling, crisis intervention, early intervention and prevention programs, TriCity Family Services continues to serve the citizens of St. Charles by providing presentations or training upon request.

In the past year City of St. Charles residents attended TriCity Family Services presentations for the St. Charles Noon Kiwanis, St. Charles Noon Rotary, St. Charles Breakfast Rotary, Hosanna Lutheran Church. St. Charles residents also attended Family Support and Education Presentations on Sibling Rivalry, Exploring Parental Divorce, Aggressive Behavior in 0-5 Year Olds, and Parenting Teens—The New Frontier. We also participated in public events for St. Charles residents including health fairs sponsored by Salvation Army, Baker Community Center, St. Charles North High School, TriCity Health Partnership, Wildrose Elementary School, Richmond Intermediate School, and Delnor Hospital.

Additionally, we have ongoing representation at the St. Charles Youth Commission meetings, presented at a District 303 social worker and student service personnel meeting, and hosted two agency summits for school personnel over the past year: one on Suicide Prevention and one on Bullying Reduction.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.**

List of Board Members and Terms is ATTACHMENT C

We receive referrals for prospective Board Members mainly through current Board Members and Emeritus Board Members. We also receive some referrals through our Friends of TCFS volunteer auxiliary and online resources like Volunteermatch.com and Boardnet.usa. The importance of representing the needs and interests of the community is stressed during the new board member recruitment and orientation process. Current and former board members, who are responsible for recruiting the majority of new directors, understand that the dedication and commitment of their future board colleagues is a direct correlation of their personal affinity with the mission of the agency. The message is further reinforced by the Executive Director, who meets with every board candidate at the agency for the primary purpose of establishing “best fit” between the mission of the agency, the needs of the board and the volunteer interests and qualifications of the candidate. At this preliminary orientation meeting, the prospective director also tours the agency, is briefed regarding the agency’s history, programs, current goals, pending board issues, and is introduced to key staff members.

Board Members then have their name placed in nomination at a Board Meeting. 30 days later they are voted into office if no objections are raised. Board Members can serve a maximum of two continuous three-year terms and a partial term of up to two years for a total of eight consecutive years.

**Attach a copy of current 503C or tax exempt status certification.**

See ATTACHMENT D

Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000.00 in any fiscal year are also subject to the following requirements:

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.  
See ATTACHMENT E
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at a date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

Funding request amount for current fiscal year \$204,000.00 Application Date: 2/3/2012

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$**\_\_\_\_\_ **Recommendation Date:** \_\_\_\_\_



Family  
Services

TriCity Family Services  
FY 2012 BUDGET

<b>Expenses</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
Personnel	\$ 1,226,826	\$ 1,316,151	89,325	7%
Consultants	26,940	26,805	(135)	-1%
Operating	210,304	210,768	464	0%
NON CASH EXPENSE (DEPRECIATION)	23,769	22,755	(1,014)	-4%
<b>EXPENSES TOTAL</b>	<b>1,487,839</b>	<b>1,576,479</b>	<b>88,640</b>	<b>6%</b>
<b>Revenue</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
Public Funding	414,700	420,074	5,374	1%
Private Support-Contributions	248,000	315,000	67,000	27%
Private Support-Special Events	85,000	80,500	(4,500)	-5%
Service Income	518,312	490,980	(27,332)	-5%
EAP Income	113,208	101,007	(12,201)	-11%
Other	108,619	168,919	60,300	56%
<b>REVENUE TOTAL</b>	<b>1,487,839</b>	<b>1,576,479</b>	<b>88,640</b>	<b>6%</b>
<b>TOTAL REVENUE LESS EXPENSES</b>	<b>-</b>	<b>0</b>		

TriCity Family Services  
Expense Budget FY 2012

<b>Personnel</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
Administrative Salaries	318,004	378,150	60,146	19%
Clinical Salaries	453,349	443,291	(10,058)	-2%
Part-Time Clinical Salaries	126,367	126,207	(160)	0%
Associates Wages	43,395	44,064	669	2%
Hourly Clerical Wages	60,342	60,580	238	0%
In Kind Clinical Services	31,420	23,562	(7,858)	-25%
Employee Incentives	-	1,354	1,354	undefined
<b>Total</b>	<b>1,032,877</b>	<b>1,077,209</b>	<b>44,332</b>	<b>4%</b>
<b>Taxes &amp; Benefits</b>				
Medical & Life Insurance	69,898	99,569	29,671	42%
Workman's Compensation	6,132	6,453	321	5%
FICA-Employers	73,292	77,130	3,838	5%
State Unemployment Insurance	1,350	1,350	0	0%
TSA Payments	43,277	54,442	11,165	26%
<b>Total</b>	<b>193,949</b>	<b>238,942</b>	<b>44,993</b>	<b>23%</b>
<b>PERSONNEL TOTAL</b>	<b>1,226,826</b>	<b>1,316,151</b>	<b>89,325</b>	<b>7%</b>
<b>Consultants</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
Clinical Consultants	1,500	750	(750)	-50%
Work/Life Benefit	7,185	7,185	0	0%
Audit Costs	11,070	11,070	0	0%
Accounting Services	-	-	0	0%
Legal Consultants	3,000	3,000	0	0%
Management Consultants	685	1,000	315	46%
Payroll Service	2,500	2,800	300	12%
Transcription Service	1,000	1,000	0	0%
<b>Consultants Total</b>	<b>26,940</b>	<b>26,805</b>	<b>(135)</b>	<b>-1%</b>
<b>Operating</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
<b>Facilities &amp; Equipment</b>				
General Insurance	9,630	9,630	0	0%
Building Maintenance/Repair	9,860	10,156	296	3%
Building/Ground Supplies	1,200	1,285	85	7%
Food/Beverage	2,000	2,000	0	0%
Grounds Maintenance	3,840	3,840	0	0%
Snow Plowing	6,000	5,500	(500)	-8%
Gas	2,200	2,200	0	0%
Electricity	5,500	5,500	0	0%
Water	1,300	1,300	0	0%
Refuse	1,600	1,600	0	0%
Telephone	12,000	13,000	1,000	8%
Equipment Maintenance	6,600	7,200	600	9%
Pager Cost	550	550	0	0%
Answering Service	2,500	2,500	0	0%
Alarm System Costs	1,400	1,400	0	0%
Computer Maintenance & Repair	10,500	10,500	0	0%
Website Development	1,500	500	(1,000)	-67%
<b>Total</b>	<b>78,180</b>	<b>78,661</b>	<b>481</b>	<b>1%</b>

TriCity Family Services  
Expense Budget FY 2012

<b>Operating Continued</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
<b>Commodities</b>				
Office Supplies	8,750	9,012	262	3%
Postage	9,000	9,000	0	0%
Books & Journals	450	450	0	0%
Subscriptions	1,500	1,500	0	0%
Printing	3,500	2,800	(700)	-20%
Program Materials	8,500	5,000	(3,500)	-41%
<b>Total</b>	<b>31,700</b>	<b>27,762</b>	<b>(3,938)</b>	<b>-12%</b>
<b>Staff Expenses</b>				
Training	8,500	11,500	3,000	35%
Travel/Lodging/Meals	1,000	1,000	0	0%
Local Mileage	2,500	2,500	0	0%
Professional Liability Insurance	7,314	7,460	146	2%
Staff Recruitment	500	500	0	0%
Dues & Memberships	1,500	1,600	100	7%
<b>Total</b>	<b>21,314</b>	<b>24,560</b>	<b>3,246</b>	<b>15%</b>
<b>Other</b>				
Aid to Individuals	3,000	1,000	(2,000)	-67%
Friends of TriCity	-	-	0	0%
Bad Debt	5,000	5,000	0	0%
Misc.	9,500	7,500	(2,000)	-21%
Bank Charges	4,000	4,700	700	18%
Accreditation	4,400	400	(4,000)	-91%
Board Development	500	500	0	0%
Wilderness Challenge	16,219	16,219	0	0%
WCP Followup Groups	-	5,200	5,200	100%
Family Connections	4,900	7,000	2,100	43%
Lazarus House	325	1,000	675	208%
Caregiver Connections	5,500	5,500	0	0%
Reimbursed Wrap/SASS Funds	-	-	0	0%
Equipment Purchase	3,000	2,000	(1,000)	-33%
Loan Payments	8,916	8,766	(150)	100%
<b>Total</b>	<b>65,260</b>	<b>64,785</b>	<b>(475)</b>	<b>-1%</b>
<b>RD/Marketing</b>				
Annual Report	3,000	3,000	0	0%
Donor Recognition/Barth Award	2,500	2,500	0	0%
Phonathon	3,000	3,000	0	0%
Donor Cultivation	500	1,000	500	100%
Marketing Material/Advertising	500	1,500	1,000	200%
Newsletter	350	500	150	43%
Direct Mail	2,000	2,000	0	0%
Other RD Expense	1,000	1,000	0	0%
Misc. Marketing Materials	1,000	500	(500)	100%
<b>Total RD/Marketing</b>	<b>13,850</b>	<b>15,000</b>	<b>1,150</b>	<b>8%</b>
<b>OPERATING TOTAL</b>	<b>210,304</b>	<b>210,768</b>	<b>464</b>	<b>0%</b>
<b>NON CASH EXPENSE (DEPRECIATION)</b>	<b>23,769</b>	<b>22,755</b>	<b>(1,014)</b>	<b>100%</b>
<b>Total Expenses</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
	<b>1,487,839</b>	<b>1,576,479</b>	<b>88,640</b>	<b>6%</b>

TriCity Family Services  
Revenue Budget FY 2012

<b>Public Funding</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
<b>Community Chests/United Ways</b>				
St. Charles	49,750	52,000	2250	5%
Geneva	10,747	8,430	(2317)	-22%
Batavia	5,000	5,000	0	0%
<b>Total Community Chests/United Ways</b>	<b>65,497</b>	<b>65,430</b>	<b>(67)</b>	<b>0%</b>
<b>Cities/708 Funds</b>				
708 Batavia - MHMR INC	68,900	70,908	2008	3%
708 Batavia - MHMR INC - WCP	3,700	4,000	300	8%
708 Batavia - MHMR INC - Family Connections	19,000	19,000	0	0%
708 Geneva	27,000	26,000	(1000)	-4%
708 St. Charles	188,000	207,300	19300	10%
708 St. Charles - WCP	2,000	2,000	0	0%
<b>Total Cities/708 Funds</b>	<b>308,600</b>	<b>329,208</b>	<b>20608</b>	<b>7%</b>
<b>State Funds</b>				
Department of Human Services	34,603	-	(34603)	0%
Department of Human Services-Psych Grant	-	25,436	25436	100%
Department of Human Services-EBT	6,000	-	(6000)	100%
<b>Total State Funds</b>	<b>40,603</b>	<b>25,436</b>	<b>(15167)</b>	<b>-37%</b>
<b>TOTAL PUBLIC FUNDING</b>	<b>414,700</b>	<b>420,074</b>	<b>5374</b>	<b>1%</b>
<b>Private Support</b>				
<b>Individual</b>	<b>160,000</b>	<b>200,000</b>	<b>40000</b>	<b>25%</b>
Corporate	10,000	20,000	10000	100%
Foundation	60,000	75,000	15000	25%
Church	10,000	11,000	1000	10%
Community Groups	8,000	9,000	1000	13%
Other Grants & Contributions	-	-	0	0%
Inkind Donations	-	-	0	0%
<b>Total Contributions</b>	<b>248,000</b>	<b>315,000</b>	<b>67000</b>	<b>27%</b>
<b>Special Events</b>				
Annual Benefit	50,000	50,000	-	0%
Lobster Sale	5,000	5,000	-	0%
Snowflake Shuffle	20,000	15,000	(5,000)	-25%
Friends Misc. Special Events	10,000	10,000	-	0%
Board Challenge	-	500	500	100%
<b>Total Special Events</b>	<b>85,000</b>	<b>80,500</b>	<b>(4,500)</b>	<b>-5%</b>
<b>TOTAL PRIVATE SUPPORT</b>	<b>333,000</b>	<b>395,500</b>	<b>62,500</b>	<b>19%</b>
<b>Service Income</b>				
<b>Inkind Clinical</b>	<b>\$ 31,416</b>	<b>\$ 23,562</b>	<b>(7854)</b>	<b>-25%</b>
Client Co-payments	107,505	91,705	(15800)	-15%
Medicaid Payments	185,379	207,009	21630	12%
Client Insurance Payments	184,172	161,564	(22608)	-12%
Community Network Service	-	-	0	0%
WIN Group	6,900	6,900	0	0%
Parenting Education & Support Series	1,440	200	(1240)	100%
Community Consultation & Education	1,500	40	(1460)	-97%
<b>Total Service Income</b>	<b>518,312</b>	<b>490,980</b>	<b>(27332)</b>	<b>-5%</b>

TriCity Family Services  
Revenue Budget FY 2012

<b>Service Income Continued</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
<b>EAP Income</b>				
Contract Income	113,208	101,007	(12,201)	-11%
<b>Total EAP Income</b>	<b>113,208</b>	<b>101,007</b>	<b>(12,201)</b>	<b>-11%</b>
<b>TOTAL SERVICE INCOME</b>	<b>631,520</b>	<b>591,987</b>	<b>(39,533)</b>	<b>-6%</b>
<b>Other Income</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
Interest	2,000	1,000	(1,000)	-50%
Friends of Tricity	-	-	0	0%
Aid to Individuals	1,000	1,000	0	0%
Wilderness Challenge	16,219	4,000	(12,219)	-75%
Caregiver Connections	78,000	78,000	0	0%
Lazarus House Group	2,400	2,400	0	0%
Social Skills Group	1,500	400	(1,100)	100%
3G Foundation to Aid Individuals	5,000	-	(5,000)	100%
Donor Designated	-	79,119	79,119	100%
Misc.	2,500	3,000	500	20%
<b>TOTAL OTHER INCOME</b>	<b>108,619</b>	<b>168,919</b>	<b>60,300</b>	<b>56%</b>
<b>Total Revenue</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Difference (\$)</b>	<b>Difference (%)</b>
	<b>1,487,839</b>	<b>1,576,479</b>	<b>88,640</b>	<b>6%</b>





ST. CHARLES  
SINCE 1834

## AGENDA ITEM EXECUTIVE SUMMARY

Title: Monthly Summary Report of Financial Operations

Presenter: Chris Minick

*Please check appropriate box:*

X	Government Operations (7/16/12)		Government Services
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:		Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

### Executive Summary:

A brief summary of the April 2012 financial results for the City's main operating funds will be presented. A comparison of actual amounts to budget amounts and major financial trends will be discussed.

### Attachments: (please list)

Narrative Explanation  
Summary Spreadsheet

### Recommendation / Suggested Action (briefly explain):

Discussion and presentation only

*For office use only:*

Agenda Item Number: 4b



June 19, 2012

To: Mayor Don DeWitte and Members of the City Council  
Brian Townsend, City Administrator

From: Chris Minick, Finance Director

Subject: April 2012 **UNAUDITED** Financial Results

Following is a brief narrative summary of the financial results for the City's four main operating funds as of April 30, 2012. Please note that the amounts presented herein are preliminary and unaudited and are not in compliance with Generally Accepted Accounting Principles (GAAP). Changes will result from the adjustments necessary to present the amounts in accordance with GAAP.

#### General Fund

Currently, the General Fund reflects a slight deficit of approximately \$45,000 for the fiscal year. Revenues through April 2012 are approximately 2.7% lower than the April 2011 amount. When the Fire Protection District revenue impact is removed, April 2012's total revenues are approximately 1.9% higher than one year ago. Currently, revenues are trending approximately 2.8% lower than the budgeted amount, mainly due to lower than anticipated sales taxes.

Sales and use taxes were over prior year amounts (2.7%.) State income taxes have increased approximately 7.8% over the prior year amount at April 30. Hotel Tax collections continue their strong performance and the amount recorded is approximately 8.8% higher than 2011 collections to this point. Although the increase in the General Fund's major revenue streams is encouraging, total revenues are essentially flat.

Shortfalls in the City's revenue streams have been offset by lower than anticipated expenditures from the General Fund. At this point, expenditures are trending 8.8% below budget. Savings are being generated from lower than anticipated expenditures for personnel, commodities, and contractual services.

#### Electric Fund

Sales of electric service are essentially in line with budget expectations. Total revenues for the Electric Fund are approximately 1.4% lower than projected. Projections for all expenditures (operating and non-operating) are essentially equal to budgeted expectations, resulting in a slightly higher than normal projected deficit. Wholesale power purchases are approximately 1.4% above budgeted expectations.

### Water Fund

Revenues from water sales are essentially in line with budget expectations. Expenditures are approximately 9% below budget. Personal Services, Commodities and Contractual Service line items are currently trending below budget, resulting in a smaller than anticipated deficit for the Water Fund.

### Sewer Fund

Sewer Fund revenues are approximately 6.3% below budget expectations. Budgeted expenses are trending 11% below budget expectations, offsetting the lower than anticipated revenues. This results in a lower than anticipated deficit for the fund. Savings are primarily occurring in contracted services with smaller savings amounts noted in personal services and commodities expenses.

**City of St Charles**  
**FY 11-12**  
**Preliminary Financial Results**  
**as of April 30, 2012**

<b>Water Fund</b>			
	<b>Original Budget</b>	<b>Revised Budget</b>	<b>FY Forecast</b>
Total Revenues	3,843,069	3,843,069	3,836,104
Other Financing Sources:			
Funded from Reserves - VSIP	-	-	41,630
Bond Proceeds - Prior Year	2,330,000	2,330,000	2,330,000
Bond/IEPA Proceeds	-	2,286,441	2,286,441
Developer Contribution	-	165,000	165,000
Total Revenues and Other Financing Sources	6,173,069	8,624,510	8,659,175
Total Expenditures	5,323,269	5,769,829	5,307,670
Other Financing Uses:			
VSIP	-	-	41,630
Capital Funded by IEPA	-	2,112,475	2,112,475
Capital Funded by Bonds	2,330,000	2,330,000	2,330,000
Capital Funded by Dev Cont	165,000	165,000	165,000
Total Expenditures and Other Financing Uses	7,818,269	10,377,304	9,956,775
Surplus/(Deficit)	(1,645,200)	(1,752,794)	(1,297,600)

<b>Wastewater Fund</b>			
	<b>Original Budget</b>	<b>Revised Budget</b>	<b>FY Forecast</b>
Total Revenues	6,915,961	6,915,961	6,581,766
Other Financing Sources:			
Bond Proceeds - Prior Year	1,470,000	1,470,000	1,470,000
Bond Proceeds - Current	885,000	885,000	885,000
Total Revenues and Other Financing Sources	9,270,961	9,270,961	8,936,766
Total Expenditures	8,553,388	9,619,738	8,859,402
Other Financing Uses:			
Capital Funded by Bonds-Prior	1,470,000	1,470,000	1,470,000
Capital Funded by Bonds-Current	885,000	885,000	885,000
	1,470,000	1,470,000	1,470,000
Total Expenditures and Other Financing Uses	10,023,388	11,089,738	10,329,402
Surplus/(Deficit)	(752,427)	(1,818,777)	(1,392,636)

City of St Charles  
FY 11-12  
Preliminary Financial Results  
as of April 30, 2012

	<b>General Fund</b>		
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>FY Forecast</u>
Total Revenues	40,096,309	39,468,944	38,389,535
Other Financing Sources:	-		
Funded from Reserves - VSIP	-	-	464,888
Total Revenues and Other Financing Sources	40,096,309	39,468,944	38,854,423
Total Expenditures	39,717,518	41,624,015	38,434,968
Other Financing Uses:			
VSIP	-	-	464,888
Total Expenditures and Other Financing Uses	39,717,518	41,624,015	38,899,856
Surplus/(Deficit)	378,791	(2,155,071)	(45,433)

	<b>Electric Fund</b>		
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>FY Forecast</u>
Total Revenues	49,809,668	50,289,677	49,634,286
Other Financing Sources:			
Funded from Reserves - VSIP	-	-	99,167
Bond Proceeds - Prior Year	2,113,000	2,255,960	2,255,960
Grants/Contribution (IMEA)	126,000	78,538	88,233
Total Revenues and Other Financing Sources	52,048,668	52,624,175	52,077,646
Total Expenditures	51,473,119	51,484,447	51,343,375
Other Financing Uses:			
VSIP	-	-	99,167
Capital Funded by Bonds	2,113,000	2,255,960	2,255,960
Capital Funded by Grants (IMEA)	126,000	78,538	88,233
Total Expenditures and Other Financing Uses	53,712,119	53,818,945	53,786,735
Surplus/(Deficit)	(1,663,451)	(1,194,770)	(1,709,089)