

BUDGET 2024-2025
CORP

	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL 4/15/25	FY 2025-26 BUDGET	% CHANGE OVER PRIOR YEAR
FUND BALANCE as of 06/2024					\$10,530,492	
Income						
4000 Tax Levies	8,774,478	7,887,319	9,379,752	9,159,260	9,434,799	0.6%
4001 Tax Levies TIF	125,000	204,753	100,000			-100.0%
4010 Replacement Tax	130,000	142,125	105,000	73,372	75,000	-28.6%
4100 Interest Income						#DIV/0!
4101 Interest- CD's & Bank	60,000	678,310	150,000	692,670	450,000	200.0%
4200 Other Fees and Income						
4201 Fines	0	196	0	8		
4202 Sales of Supplies	6,000	8,788	8,000	7,809	8,000	0.0%
4203 Lost/Repl/Process/Damage Fees	15,000	19,980	12,000	17,585	15,000	25.0%
4204 Collection Agency	2,000	1,416	1,000	958	1,000	0.0%
4210-11 Copier/Printer/Fax Income	5,000	26,686		20,181	5,000	
4212 Vending Machines	1,500	2,907	1,500	2,326	2,400	60.0%
4222 Meeting Room Fees	4,500	7,422	5,500	5,895	4,000	-27.3%
4223 Interlibrary Loan Fees	0	47	0	53		
4224 Non-Resident Fees	12,000	11,659	8,500	6,994	10,000	17.6%
4231 Per Capita Grant	131,858	131,858	131,858	132,752	132,752	0.7%
4232 Gifts/Donations	40,000	54,607	80,000	53,387	70,000	-12.5%
4233 Other Grants	0	106,444	0	3,521		
4241 Misc-General	0	1,292	0	3,200	1,200	
4261 Sale of Equipment	0	2,367	0	376		
Total Income	\$9,307,336	\$9,288,174	\$9,983,109	\$10,180,347	\$10,209,151	2.3%
Expenses						
5100 Materials						
5101 Print Materials	340,700	303,041	352,175	248,854	355,775	1.0%
5104 Databases	219,952	205,180	218,684	207,944	230,000	5.2%
5105 Nonprint Materials	182,400	116,814	138,350	96,970	149,250	7.9%
5107 Electronic Materials	228,927	234,851	263,788	192,766	301,500	14.3%
Total 5100 Materials	\$971,979	\$859,886	\$972,998	\$746,534	\$1,036,525	6.5%

BUDGET 2024-2025
CORP

	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL 4/15/25	FY 2025-26 BUDGET	% CHANGE OVER PRIOR YEAR
5200 Capital Expenditures						
5205 Furniture	102,587	54,838	142,515	75,011	75,000	-47.4%
5207 Computers/Technology	150,000	150,001	315,000	177,043	630,000	100.0%
Total 5200 Capital Expenditures	\$252,587	\$204,840	\$457,515	\$252,054	\$705,000	54.1%
5300 Payroll Expenses						
5310 Gross Salaries	4,345,004	4,130,598	5,135,292	3,535,222	5,634,324	9.7%
5313 Health & Life Insurance	363,371	388,175	399,631	313,970	604,117	51.2%
5314 HSA Employer Contribution	2,000	1,800	2,700		1,800	-33.3%
5328 Misc. Fringe Benefits	13,175	13,265	13,000	10,964	18,350	41.2%
Total 5300 Payroll Expenses	\$4,723,550	\$4,533,839	\$5,550,623	\$3,860,157	\$6,258,591	12.8%
5400 Utilities						
5421 Gas	35,000	33,804	35,000	29,451	35,000	0.0%
5422 Electricity	140,000	194,618	190,000	162,946	260,000	36.8%
5423 Water	8,500	7,326	8,500	7,869	12,000	41.2%
Total 5400 Utilities	\$183,500	\$235,748	\$233,500	\$200,266	\$307,000	31.5%
5600 Contracts						
5651 Copier & Printer Maintenance	27,600	27,040	22,249	14,286	25,000	12.4%
5653 Technology Support	193,415	177,332	158,581	115,854	196,176	23.7%
5654 Postage	2,000	1,381	1,841	1,676	2,500	35.8%
5655 LAN Management	87,480	80,652	87,470	40,228	72,000	-17.7%
5656 Integrated Library Systems	93,312	91,564	95,288	91,530	104,817	10.0%
5657 Internet Service	29,136	28,125	23,832	15,188	25,000	4.9%
5658 Bibliographic Support						
5659 Collection Agency	3,500	3,290	4,000	3,418	4,250	6.3%
5660 Accounting/Payroll/Bank Fees	21,673	33,323	39,085	24,821	50,046	28.0%
5661 Leases(Office Park)	2,800	2,638	2,800	1,319	2,800	0.0%
5663 Consultants	72,320	37,527	45,275	26,516	42,500	-6.1%
5666 Leases(Branches)	39,154	37,662	39,775	32,960	40,200	1.1%
5667 Telephone Lease	26,400	22,915	26,428	21,941	30,000	13.5%
Total 5600 Contracts	\$598,790	\$543,449	\$546,623	\$389,736	\$595,289	8.9%

CORP

	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL 4/15/25	FY 2025-26 BUDGET	% CHANGE OVER PRIOR YEAR
5700 Supplies						
5771 Human Resources Supplies	2,000	336	2,000	528	3,500	75.0%
5772 Communications Dept Supplies	12,000	15,533	13,000	6,943	8,500	-34.6%
5773 Copier & Printer Supplies	15,000	25,914	20,000	14,167	25,000	25.0%
5774 Library Services Supplies	48,500	60,215	52,000	40,039	63,500	22.1%
5776 Program Supplies	63,000	57,734	57,000	29,028	72,700	27.5%
Total 5700 Supplies	\$140,500	\$159,731	\$144,000	\$90,705	\$173,200	20.3%
5800 Operating - Other						
5810 Interlibrary Loan/Recip Borrow	855	512	850	611	900	5.9%
5811 Telephone	3,780	3,140	3,300	3,190	4,000	21.2%
5812 Postage	2,000	3,898	3,500	3,073	4,000	14.3%
5813 Cultural/Educational Programs	50,000	41,094	64,000	44,644	64,300	0.5%
5814 Inservice & Training/Mileage	65,808	40,890	49,865	37,036	76,934	54.3%
5815 Memberships	10,468	7,677	9,183	7,129	12,556	36.7%
5816 Community Information	18,500	19,897	19,500	7,480	19,500	0.0%
5817 Legal	15,000	14,867	15,000	12,180	25,000	66.7%
5819 Want Ads/Legal Notices	2,000	2,090	3,000	1,528	4,000	33.3%
5820 Gifts/Donations	500	200	500	100	250	-50.0%
5823 POC Shared Administrative Costs	11,000	10,000	11,000	10,000	11,000	0.0%
Total 5800 Operating - Other	\$179,910	\$144,265	\$179,698	\$126,971	\$222,440	23.8%
5900 Auxiliary						
5913 Newsletter/Communication	79,000	83,005	80,000	44,227	90,000	12.5%
5914 Volunteer Programs	3,100	1,951	3,500	1,080	3,500	0.0%
5915 Staff Committees			1,000	367	1,000	0.0%
Total 5900 Auxiliary	\$82,100	\$84,956	\$84,500	\$45,674	\$94,500	11.8%
Total Expenses	\$7,132,917	\$6,766,713	\$8,169,457	\$5,712,097	\$9,392,545	15.0%
7000 Transfers						
TXFR to IMRF Fund	425,000	425,000			0	
TXFR to Tort Immunity Fund	0	0	0		0	
TXFR to Special Reserve Fund	1,250,000	1,250,000	1,250,000		1,500,000	
TXFR to Cap Projects Fund						
TXFR to Bond Fund	396,700	396,700	384,200		387,825	
Total 7000 Transfers	\$2,071,700	\$2,071,700	\$1,634,200	\$0	\$1,887,825	
Net Corporate Income	\$102,719	\$449,761	\$179,452	\$4,468,251	(\$1,071,219)	-696.9%
ANTICIPATED FUND BALANCE END OF FY2026					\$9,638,725	

BUDGET 2024-2025
CORP

					% CHANGE OVER PRIOR YEAR
	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL 4/15/25	FY 2025-26 BUDGET
Building				Transfer Bldg	(\$250,000.00)

BUDGET 2024-2025
AUDIT

					% CHANGE OVER PRIOR YEAR
	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL 4/15/25	FY 2025/26 REQUEST
FUND BALANCE as of 06/2024					\$6,584
Income					
4000 Tax Levies	5,545	11,352	5,928	6,156	6,085
Total Income	\$5,545	\$11,352	\$5,928	\$6,156	\$6,085
Expenses					
5600 Contracts					
5662 Audit Fund Expense	6,000	6,000	6,200	6,200	6,600
Total 5600 Contracts	6,000	6,000	6,200	6,200	6,600
Total Expenses	\$6,000	\$6,000	\$6,200	\$6,200	\$6,600
Other Income					
7000 Transfers	0	0	0	0	0
Total Other Income	0	0	0	0	0
Net Income	(\$455)	\$5,352	(\$272)	(\$44)	(\$515)
ANTICIPATED FUND BALANCE END OF FY2026					\$6,025
				Transfer	\$1,000
					\$7,025

BLDG

					% CHANGE OVER PRIOR YEAR
	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL 4/15/25	FY 2025-26 BUDGET
FUND BALANCE as of 06/2024					\$267,599
Income					
4000 Tax Levies	219,652	450,146	234,805	229,972	237,315
Total Income	\$219,652	\$450,146	\$234,805	\$229,972	\$237,315
Expenses					
5500 Maintenance					
5531 Cleaning Service	86,800	79,878	90,000	79,691	115,000
5532 Equipment Repair	500	389	500	2,016	3,000
5533 Trash	4,500	3,451	3,600	2,839	4,000
5534 Landscaping/Lawn Service	18,300	10,609	12,000	8,825	13,000
5535 Fire and Security	11,000	7,983	12,500	7,216	15,500
5536 Elevator	10,000	7,430	8,000	12,088	18,000
5537 Building Maintenance	28,000	17,958	28,000	13,893	25,000
5538 Snow Removal	10,000	12,238	13,000	10,800	13,000
5539 HVAC	65,000	40,845	65,000	26,627	50,000
5540 Parking Areas	25,000	26,675	1,000		24,000
5541 Van Maintenance	1,000		1,500	3,082	10,000
5544 Roof Maintenance	12,000	7,090	15,000	2,695	15,000
5545 Van Fuel	2,000	1,718	2,000	929	1,500
Total 5500 Maintenance	\$274,100	\$216,265	\$252,100	\$170,702	\$307,000
5700 Supplies					
5775 Maintenance Supplies	35,000	22,312	25,000	18,632	27,000
Total 5700 Supplies	\$35,000	\$22,312	\$25,000	\$18,632	\$27,000
Total Expenses	\$309,100	\$238,577	\$277,100	\$189,334	\$334,000
Net Income	(\$89,448)	\$211,568	(\$42,295)	\$40,639	(\$96,685)

ANTICIPATED FUND BALANCE END OF FY2026

Transfer

\$128,619

\$250,000

\$378,619

IMRF

	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL to 4/15/25	FY 2025-26 BUDGET	% CHANGE OVER PRIOR YEAR
FUND BALANCE as of 06/2024					\$667,442	
Income						
4000 Tax Levies	410,899	839,938	439,244	429,458	441,163	0.4%
Total Income	\$410,899	\$839,938	\$439,244	\$429,458	\$441,163	
Expenses						
5300 Payroll Expenses						
5311 IMRF Fund Expense	790,127	367,697	453,267	311,712	559,045	23.3%
5311.1 ERI Expense			412,722			
Total 5300 Payroll Expenses	\$790,127	\$367,697	\$865,988	\$311,712	\$559,045	
Total Expenses	\$790,127	\$367,697	\$865,988	\$311,712	\$559,045	
Net Operating Income	(\$379,228)	\$472,241	(\$426,745)	\$117,746	(\$117,882)	
Other Income						
7000 Transfers	425,000	425,000			0	
Total Other Income	\$425,000	\$425,000	\$0	\$0	\$0	
Net Other Income	\$425,000	\$425,000	\$0	\$0	\$0	
Net Income	\$45,772	\$897,241	(\$426,745)	\$117,746	(\$117,882)	
ANTICIPATED FUND BALANCE END OF FY2026					\$667,306	

BUDGET 2024-2025
SOC SEC

	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL to 4/15/25	FY 2025-26 BUDGET	% CHANGE OVER PRIOR YEAR
FUND BALANCE as of 06/2024					\$330,251	
Income						
4000 Tax Levies	323,582	661,150	345,903	338,041	346,845	0.3%
Total Income	\$323,582	\$661,150	\$345,903	\$338,041	\$346,845	
Expenses						
5300 Payroll Expenses						
5312 Social Security Fund Exp	317,093	307,190	377,550	264,252	431,024	14.2%
Total 5300 Payroll Expenses	\$317,093	\$307,190	\$377,550	\$264,252	\$431,024	
Total Expenses	\$317,093	\$307,190	\$377,550	\$264,252	\$431,024	
Other Income						
7000 Transfers	0	0	0	0	0	
Total Other Income	0	0	0	0	0	
Net Income	\$6,489	\$353,961	(\$31,647)	\$73,789	(\$84,179)	
ANTICIPATED FUND BALANCE END OF FY2026					\$214,425	
				Transfer	\$250,000	
					\$464,425	

BUDGET 2024-2025
TORT IMM

	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL to 4/15/25	FY 2025-26 BUDGET	% CHANGE OVER PRIOR YEAR
FUND BALANCE as of 06/2024					\$189,456	
Income						
4000 Tax Levies	161,362	313,314	172,494	185,665	173,422	0.5%
Total Income	\$161,362	\$313,314	\$172,494	\$185,665	\$173,422	
Expenses						
5800 Operating - Other						
5802 Public Library Insurance	113,881	106,400	122,360	115,106	140,714	
Total 5800 Operating Expenses	113,881	106,400	122,360	115,106	140,714	
Total Expenses	113,881	106,400	122,360	115,106	140,714	15.0%
Net Operating Income	\$47,481	\$206,914	\$50,134	\$70,559	\$32,708	
Other Income						
7000 Transfers	0	0	0	0	0	
Total Other Income	\$0	\$0	\$0	\$0	\$0	
Net Other Income	\$0	\$0	\$0	\$0	\$0	
Net Income	\$47,481	\$206,914	\$50,134	\$70,559	\$32,708	-34.8%
 ANTICIPATED FUND BALANCE END OF FY2026					\$292,723	

BUDGET 2024-2025
UNEMP

	FY 2022-23 BUDGET	FY 2022-23 ACTUAL	FY 2023-24 BUDGET	FY 2024-25 BUDGET	FY 2025-26 BUDGET	% <i>CHANGE OVER PRIOR YEAR</i>
FUND BALANCE as of 06/2024					\$48,925	
Income						
4000 Tax Levies	500	753	500	500	500	0.0%
Total Income	\$500	\$753	\$500	\$500	\$500	
Expenses						
5330 Unemployment Payroll Expenses	500	0	500	500	500	0.0%
Total Expenses	500	0	500	500	500	
Total Expenses	\$500	\$0	\$500	\$500	\$500	
Other Income						
7000 Transfers						
Total Other Income	0	0	0	0	0	
Net Other Income	0	0	0	0	0	
Net Income	\$0	\$753	\$0	\$0	\$0	
 ANTICIPATED FUND BALANCE END OF FY2026					 \$48,925	

BUDGET 2024-2025
SPEC RES

	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL to 4/15/25	FY 2025-26 BUDGET	% CHANGE OVER PRIOR YEAR
FUND BALANCE as of 06/2024					\$3,878,473	
Income						
4302 Grant Income	0	(95,887)	0	0	0	
Total Income	\$0	(\$95,887)	\$0	\$0	\$0	
Expenses						
5210 Building						
5210.10 Concrete, Masonry & Paving					30,000	
5210.30 Doors, Windows & Elevators	19,000	27,291	295,800	101,677	29,000	-90.2%
5210.40 Electrical	20,000	863	38,000	49,791		-100.0%
5210.50 Finishes						
5210.60 Fire Protection & Security			30,000	25,000		
5210.70 HVAC	95,600	115,083	70,000	45,469		-100.0%
5210.80 Plumbing				13,066		
5210.90 Miscellaneous	90,000		4,935			-100.0%
Total 5200 Capital Expenditures	\$224,600	\$143,238	\$438,735	\$235,002	\$59,000	-86.6%
5250 Renovation Construction Costs						
5250.10 Main Direct Costs	1,450,000	921,107			3,100,000	#DIV/0!
5250.20 Branches Direct Costs						
Total 5250 Renovation Construction Costs	\$1,450,000	\$921,107	\$0	\$0	\$3,100,000	#DIV/0!
5260 Renovation Indirect Costs						
5260.10 Permits and Fees	30,450	1,403				#DIV/0!
5260.11 Furniture, Fixtures & Equipment	339,817	494,893		41,012		#DIV/0!
5260.12 Technology	36,250	326				#DIV/0!
5260.13 Moving/Storage	36,250	1,816				#DIV/0!
5260.14 Legal/Financial	1,450					#DIV/0!
5260.15 Architectural/Engineering	180,000	176,989	35,000	30,100		-100.0%
5260.16 Owner's Rep	25,000	30,881	9,450	5,800		-100.0%
5260.20 Other Indirect Costs	5,000					#DIV/0!
Total 5260 Renovation Indirect Costs	\$654,217	\$706,308	\$44,450	\$76,912	\$0	-100.0%
Total Expenses	\$2,328,817	\$1,770,652	\$483,185	\$311,915	\$3,159,000	553.8%

BUDGET 2024-2025
SPEC RES

	FY 2023-24 BUDGET	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 ACTUAL to 4/15/25	FY 2025-26 BUDGET	% <i>CHANGE</i> OVER <i>PRIOR</i> YEAR
Other Income						
7000 Transfers						
TXFR from Capital Projects	796,041					#DIV/0!
TXFR from Corporate	1,250,000	1,250,000	1,250,000		1,500,000	20.0%
Total Other Income	2,046,041	1,250,000	1,250,000	0	1,500,000	20.0%
Net Income	(\$282,776)	(\$616,540)	\$766,815	(\$311,915)	(\$1,659,000)	
ANTICIPATED FUND BALANCE END OF FY2026					\$2,986,288	

BUDGET 2024-2025
BOND

					%
	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	CHANGE
	BUDGET	BUDGET	BUDGET	BUDGET	OVER
					PRIOR
					YEAR
Income					
Bond Income	0	0	0	0	
Total Income	\$0	\$0	\$0	\$0	
Expenses					
6500 Bond Expenses					
6501 Principal Due 2020 Bond	405,000	250,000	250,000	245,000	-2.0%
6502 Interest Due 2020 Bond	160,750	146,400	133,900	121,525	-9.2%
6503 Legal/Misc Fees Due 2020 Bond	300	300	300	21,300	7000.0%
Total 6500 Bond Expenses	566,050	396,700	384,200	387,825	0.9%
Total Expenses	\$566,050	\$396,700	\$384,200	\$387,825	0.9%
Net Operating Income	(\$566,050)	(\$396,700)	(\$384,200)	(\$387,825)	0.9%
Other Income					
7000 Transfers	566,050	396,700	384,200	387,825	0.9%
Total Other Income	566,050	396,700	384,200	387,825	0.9%
Net Other Income	566,050	396,700	384,200	387,825	0.9%
Net Income	\$0	\$0	\$0	\$0	

DRAFT

**Palatine Library District
Pay Grade Assignments
Effective: July 1, 2025
Based on a 37.5-Hour Workweek**

DRAFT

Pay Grade	FLSA	Position Title	Range Minimum	Range Midpoint	Range Maximum
ED.5	E	ED bilingual compensation +4%	\$124,877	\$156,097	\$187,315
ED	E	Executive Director	\$120,074	\$150,093	\$180,111
16.5	E	grade 16 bilingual compensation +4%	\$97,128	\$121,410	\$145,692
			\$49.81	\$62.26	\$74.71
16	E	Deputy Director	\$93,392	\$116,740	\$140,088
			\$47.89	\$59.87	\$71.84
15.5	E	grade 15 bilingual compensation +4%	\$89,933	\$112,416	\$134,899
			\$46.12	\$57.65	\$69.18
15	E	Community Services Director	\$86,474	\$108,092	\$129,711
			\$44.35	\$55.43	\$66.52
14.5	E	grade 14 bilingual compensation +4%	\$83,271	\$104,089	\$124,907
			\$42.70	\$53.38	\$64.05
14	E	Finance Manager	\$80,068	\$100,086	\$120,103
	E	Human Resources Manager	\$41.06	\$51.33	\$61.59
	E	Technology Manager			
13.5	E	grade 13 bilingual compensation +4%	\$77,102	\$96,379	\$115,654
			\$39.54	\$49.42	\$59.31
13	E	Adult Services Manager	\$74,137	\$92,672	\$111,206
	E	Branch Manager	\$38.02	\$47.52	\$57.03
	E	Collection Services Manager			
	E	Communications Manager			
	E	Youth and Teen Services Manager			
12.5	E	grade 12 bilingual compensation +4%	\$71,392	\$89,239	\$107,088
			\$36.61	\$45.76	\$54.91
12	E	Facilities Manager	\$68,646	\$85,807	\$102,969
	E	Member Services Manager	\$35.20	\$44.00	\$52.80
	E	Workshop Manager			
11.5	E	grade 11 bilingual compensation +4%	\$66,103	\$82,629	\$99,155
			\$33.90	\$42.37	\$50.85
11		No Jobs Evaluated	\$63,561	\$79,451	\$95,341
			\$32.60	\$40.74	\$48.89
10.5	E	grade 10 bilingual compensation +4%	\$61,207	\$76,509	\$91,810
			\$31.39	\$39.24	\$47.08
10	E	Adult Services Assistant Manager	\$58,853	\$73,566	\$88,279
	E	Branch Assistant Manager	\$30.18	\$37.73	\$45.27
	E	Youth and Teen Services Assistant Manager			

DRAFT

**Palatine Library District
Pay Grade Assignments
Effective: July 1, 2025
Based on a 37.5-Hour Workweek**

DRAFT

Pay Grade	FLSA	Position Title	Range Minimum	Range Midpoint	Range Maximum
9.5	E	grade 9 bilingual compensation +4%	\$56,673	\$70,842	\$85,010
			\$29.07	\$36.33	\$43.60
9	E	Workshop Assistant Manager	\$54,493	\$68,117	\$81,740
	NE	Member Services Assistant Manager	\$27.95	\$34.93	\$41.92
8.5	E	grade 8 bilingual compensation +4%	\$52,475	\$65,594	\$78,712
			\$26.92	\$33.63	\$40.36
8	E	Lead Cataloger	\$50,457	\$63,071	\$75,685
	E	Librarian	\$25.88	\$32.34	\$38.81
7.5	E	grade 7 bilingual compensation +4%	\$48,588	\$60,735	\$72,882
			\$24.92	\$31.15	\$37.38
7	NE	Administrative Associate	\$46,719	\$58,399	\$70,079
	NE	Community Engagement Coordinator	\$23.96	\$29.95	\$35.94
	NE	Finance and Payroll Associate			
	NE	Graphic Designer			
	NE	Technology Support Specialist			
	NE	Workshop Specialist			
6.5	E	grade 6 bilingual compensation +4%	\$44,989	\$56,236	\$67,484
			\$23.07	\$28.84	\$34.61
6	NE	Communications Strategist	\$43,259	\$54,073	\$64,888
	NE	Digital Communications Coordinator	\$22.18	\$27.73	\$33.28
	NE	Facilities Coordinator			
	NE	Human Resources Associate			
	NE	Library Associate III			
5.5	E	grade 5 bilingual compensation +4%	\$41,656	\$52,071	\$62,484
			\$21.36	\$26.71	\$32.04
5	NE	Acquisitions Associate	\$40,054	\$50,068	\$60,081
	NE	Member Services Associate	\$20.54	\$25.68	\$30.81
4.5	E	grade 4 bilingual compensation +4%	\$38,570	\$48,213	\$57,856
			\$19.78	\$24.72	\$29.67
4	NE	Branch Library Associate	\$37,087	\$46,359	\$55,631
	NE	Copy Cataloger	\$19.02	\$23.77	\$28.53
	NE	Library Associate - Substitute			
	NE	Library Associate II			
	NE	Maintenance Assistant			
	NE	Workshop Assistant			
	NE	Workshop Assistant - Substitute			
3.5	E	grade 3 bilingual compensation +4%	\$35,714	\$44,642	\$53,570
			\$18.31	\$22.89	\$27.48
3	NE	Member Services Assistant	\$34,340	\$42,925	\$51,510

DRAFT

Palatine Library District
Pay Grade Assignments
Effective: July 1, 2025
Based on a 37.5-Hour Workweek

DRAFT

Pay Grade	FLSA	Position Title	Range Minimum	Range Midpoint	Range Maximum
	NE	Member Services Assistant - Substitute	\$17.61	\$22.01	\$26.42
	NE	Security Monitor			
2.5	E	grade 2 bilingual compensation +4%	\$33,068	\$41,335	\$49,602
			\$16.96	\$21.20	\$25.44
2	NE	Collection Services Associate I	\$31,796	\$39,745	\$47,694
			\$16.31	\$20.38	\$24.46
1.5	E	grade 1 bilingual compensation +4%	\$30,619	\$38,273	\$45,928
			\$15.70	\$19.62	\$23.56
1	NE	Materials Assistant	\$29,441	\$36,801	\$44,162
	NE	Materials Assistant - Substitute	\$15.10	\$18.87	\$22.65

Community Solar with Illinois Shines

off-site solar serving multiple subscribers



What Is Illinois Shines?

Illinois Shines is a state-administered incentive program to support the development of new solar projects. Community solar developers receive incentive payments through Illinois Shines, which allows them to offer affordable community solar subscriptions to customers.

What Is Community Solar?

Community solar allows participants, also called subscribers, to benefit from solar energy and support renewable energy development without installing panels on their own property.

When you sign up for community solar, you subscribe to a share of a community solar project. You receive dollar credits on your electric utility bill based on how much electricity your share of the community solar project generates. Then you pay a subscription fee to your community solar provider. You can see savings if that subscription fee is less than the bill credits that you use.

Traditional community solar projects in Illinois Shines offer subscriptions to solar projects located anywhere within a customer's utility territory. A new type of community solar project within Illinois Shines is known as "Community-Driven Community Solar" (CDCS). These are community solar projects that provide direct and tangible benefits to the local community. You can ask your community solar provider whether a community solar project is a Traditional or Community-Driven project.

Community solar is not the same as "green" or "renewable" supply offers from an Alternative Retail Electric Supplier (ARES). Signing up for a community solar subscription is not the same as changing your electric supplier, although some community solar providers may require you to choose a specific electricity supply option as a condition of enrollment.

How Do Community Solar Bill Credits Work?

You will receive monetary credits on your electric utility bill based on how much electricity your share of the community solar project generates. Once you subscribe, and the community solar project is operating, it may take a few months before the credits appear on your bill.



You can view an ADA accessible version of this document at www.illinoisshines.com/accessible.



For customers in **Commonwealth Edison (ComEd) territory**, community solar bill credits are applied to your entire electric bill—that is, they can be used to "buy down" all charges on your electric bill. Bill credits roll over month-to-month and only expire if you move out of ComEd territory.

For customers in **Ameren territory**, until November 2023, community solar bill credits are only applied to the supply charges on your electric bill. After November 2023, bill credits will apply to your entire electric bill. Bill credits roll over month-to-month and only expire if you move out of Ameren territory.

When you subscribe to a community solar project, you are making a financial commitment. If possible, compare offers from different community solar providers. Also, make sure to read and understand your entire subscription contract before signing it.

How Much Will My Community Solar Subscription Cost?

Subscriptions will vary by community solar project and Approved Vendor. You are not guaranteed to save money unless your contract includes an explicit savings guarantee. **Read your contract carefully to make sure you know what you will be paying and when.**



Illinois Shines Program Administrator
admin@illinoisshines.com
(877) 783-1820

Illinois Shines is administered by Energy Solutions on behalf of the Illinois Power Agency, an independent state government agency.

Many community solar subscriptions are priced based on the amount of bill credits that the customer receives. That is, the subscription fee may be a set percentage of the bill credits. For example, your community solar charge might be set at 80% or 90% of the value of the bill credits that you receive. The bill credits (which are based on the amount of electricity generated by your share of the solar project) will vary month-to-month, so the subscription charge will also vary.

If your community solar subscription price is set a different way, make sure that you compare the subscription price and any other fees to the amount of bill credits that you expect to receive.

Carefully review your Disclosure Form and contract to understand other applicable fees, including whether there is a fee for early termination of the subscription.

How Is My Subscription Sized?

Most community solar subscriptions are sized so that the subscription's generation in kilowatt-hours (kWh) roughly matches the customer's electric usage in kWh over the course of the year. Your subscription size will be included on your Disclosure Form. If your subscription size is too large, meaning the subscription size of the project you are subscribed to will produce more kWh of electricity than you use in a year, it is possible that you may pay for more bill credits than you are able to use. Keep in mind that the solar project will generate more electricity in the summer than in the winter.

Other Considerations:

Does your subscription require you to authorize the community solar provider to act as your agent with respect to your electric utility account? If so, the community solar provider may pay your utility bills on your behalf and make changes to your utility account.

Does your subscription require you to sign up to receive electricity from a specific electric supplier or utility default service? If so, what rate will you be charged for electricity under that supply option?

Consumer Protection

Your community solar provider is required to provide you with this informational brochure and a standard Disclosure Form, which you must sign before you sign a subscription contract. The Disclosure Form includes information about the Program and consumer rights, contact information for your community solar provider,

and information about costs and savings. Review this form carefully and use it to compare offers from other community solar providers.

Other Illinois Shines consumer protections include:

- You have the right to keep your subscription if you move to a different home or business location in the same utility service territory.
- You also have rights to assign or sell the subscription to another customer within your original utility service territory without having to pay a fee to the subscription provider. Some restrictions apply.
- Illinois Shines sets out requirements for what information and terms must be included in your subscription contract.
- Only Approved Vendors may submit project applications to Illinois Shines; these companies are vetted by the Program Administrator. Your community solar provider may be an Approved Vendor or they may be a Designee who works with customers on behalf of an Approved Vendor. Designees must be registered with Illinois Shines.
- Dedicated Program Administrator staff answer questions and assist customers in resolving complaints.

Complaint Procedures

If you have a problem related to your solar project or the sales process, first try to resolve it with your installer or the Approved Vendor. If you can't agree about how to solve the problem, you may contact the **Illinois Shines Program Administrator** by emailing complaints@illinoisshines.com or by calling 877-783-1820.

If you have been subject to fraudulent or deceptive sales practices, the Illinois Attorney General's Consumer Protection Division may be able to help.

CHICAGO: 800-386-5438 | TTY: 800-964-3013

SPRINGFIELD: 800-243-0618 | TTY: 877-844-5461

CARBONDALE: 800-243-0607 | TTY: 877-675-9339

SPANISH LANGUAGE: 866-310-8398

For more information, go to www.illinoisshines.com

Illinois Solar for All, another incentive program, is available for income-eligible customers and includes savings guarantees. Learn more at www.IllinoisSFA.com.

Illinois Shines Community Solar Disclosure Form

Illinois Shines is a state solar incentive program. Your community solar provider is required to provide you with this Disclosure Form so that you have clear information about the community solar subscription. You can contact the Illinois Shines Program Administrator by emailing complaints@illinoisshines.com or by calling (877) 708-3456. More information about Illinois Shines is available at www.IllinoisShines.com and a guide to understanding your disclosure form is available at <https://illinoisshines.com/consumer-protection/disclosure-form-resources>

Your subscription entitles you to a share of the electricity generated from the community solar project. You will receive monetary credits for this electricity on your utility bill.

Contact Information

Customer Information		Community Solar Provider*	
Name	Palatine Public Library District	Legal Name	Nautilus Community Solar, LLC
Address	700 N. North Ct., Palatine, IL 60067	Marketing Name	Nautilus Solar
Phone	847-907-3600	Phone	716-292-0216
Email	gszczesny@palatinelibrary.org	Email	dbozer@nautilussolar.com
Service utility	ComEd	Website	nautilussolar.com
Utility Account#	4201605264	*may be different than project owner/developer	

Project Information

Your Community Solar Provider has not yet determined to which specific community solar project you will be subscribed, but will send you a notice with the project name, location, size, and Approved Vendor once you are subscribed to a specific project.

Subscription Information

Subscription Size (may vary by the greater of 5kW or 25%)	499.80 kW AC	Estimated first year production (production level will decrease over time)	1,139,928.00 kWh
		Guaranteed minimum level of production	no guarantee
Term of your subscription	25 years	Estimated start date for bill credits	June 2025

Rate and Payment Information

Enrollment fee or amount due at contract signing	\$0.00
Subscription structure and rate	Payment equal to 90.00% of community solar credits on your utility bill
Frequency of payments and start date	Payments are monthly, beginning one month after energization.
Format of bill	Electronic
Payment details	Autopay required

Early Termination of Subscription

Your community solar subscription will terminate if you move out of your current electric utility's service territory. Advance notice requirements and/or a penalty or fee may apply.

Additional circumstances under which you may terminate your subscription early	None
Advanced notice for early termination	365 days notice is required for early termination.
Penalty or fee for early termination	Any currently outstanding amounts owed plus two cents per watt (DC), which shall be applicable in first 10 (ten) years.

Value of Electricity and Savings Estimates

With your community solar subscription, **you will receive monetary credits on your electric utility bill** for the electricity generated by your share of the solar project.

Below are estimates of the bill credits your subscription will generate in the first year and over the term of your subscription (how much less you will pay in electric bills). The form also provides estimated savings in year one and over the subscription term. These estimates are based on the current rate for community solar bill credits for residential customers in your service utility territory.

If you are a non-residential utility customer, your crediting rate may be different. The below estimates are NOT a guarantee; bill crediting rates are subject to change.

For more information on savings estimates, visit <https://illinoisshines.com/cs-disclosure-forms/>

Estimated bill credits for first year		Estimated subscription payments for first year		Enrollment fee		Estimated total savings for first year
\$74,688.08	-	\$67,219.27	-	\$0.00	=	\$7,468.81
Estimated first year production of electricity from your share of the solar project, multiplied by the bill crediting rate 6.552 cents/kWh		Your subscription fee is 90.00% of your bill credits		Enrollment fee or amount due at contract signing fee		Make sure to also consider any other fees or costs disclosed above

Most community solar subscriptions are sized so that the subscription's generation in kWh roughly matches the customer's electric usage in kWh over the course of the year. If your subscription size is too large, it is possible that you may pay for more bill credits than you can use. Keep in mind that the solar project will generate more electricity in the summer than in the winter.

For more information, visit <https://illinoisshines.com/consumer-protection/disclosure-form-resources>

Additional Information from Community Solar Provider / Approved Vendor

Signature

By signing this disclosure form, you certify that you received and read this form and had the opportunity to ask questions about it.

Printed Name _____

Signature _____

Date _____